CHARLES COUNTY, MARYLAND











CHARLES COUNTY GOVERNMENT

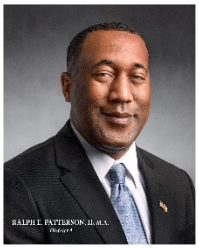
Fiscal Year 2024 Budget Book

July 1, 2023 to June 30, 2024

CHARLES COUNTY COMMISIONERS



Reuben B. Collins, II, Esq.
President



Ralph E. Patterson, II M.A.
Vice President
(Dist. 4)



Gilbert O. Bowling, III
(Dist. 1)



Thomasina O. Coates, M.S.
(Dist. 2)



Amanda M. Stewart, M.Ed.
(Dist. 3)

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/95 and Verizon FIOS/10 as well as streaming via AppleTV, Roku and the internet. A live streaming Internet video connection is also available on the Charles County Government website https://www.charlescountymd.gov/services/media-services/charles-county-government-television/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 FY24-FY28 **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, revenues 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 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.

TABLE OF CONTENTS

FORMAT OF BUDGET DOCUMENT
TABLE OF CONTENTS
BUDGET MESSAGE TO THE CITIZENS..... 1

ORGANIZATIONAL FOCUS

American Rescue Plan Act Plan..... 5
Statement of Goals & Objectives..... 7
Financial and Operational Policies 15
Fund Structure..... 23
Description of Each Fund..... 24
Basis of Budgeting & Accounting 26
The Budget Process..... 27
Operating & Capital Budget Interaction..... 28
Budget Calendars..... 29
FY2024 Adopted Budget - All Funds..... 34
Budget Overview Changes from Proposed to Adopted..... 35
3 Year Approved Budget by Revenue Classification- All Funds 36
3 Year Approved Budget by Expense Classification- All Funds 37
Fund Balance..... 38
Fund Balance- Changes..... 38
Schedule of Revenues, Expenditures & Projected Changes in Fund Balance/Net Assets 40
FY2024- All Funds Graphs..... 46

GENERAL, ECONOMIC, & STATISTICAL INFORMATION

Elected Official Structure & Physical Description 49
Organizational Chart..... 50
Charles County Location Map..... 51
Public School Information..... 53
Parks & Recreation..... 54
Charles County Tourist Attractions..... 59
Assessed and Estimated Market Value of All Property Classes..... 63
Leading Tax Payers..... 63
County-Wide Property Taxes..... 64
How are your Property Taxes Calculated? 64
Tax Levies..... 64
Tax Rates/Budget- 50 Year History..... 65
Average Annual Unemployment Rate..... 66
Average Quarterly Employment..... 66
Major Employers..... 67
Hourly Wage Rates..... 67
Income Tax Returns by MD Adjusted Gross Income..... 67
Median Household and Per Capita Income..... 68

TABLE OF CONTENTS

GENERAL, ECONOMIC, & STATISTICAL INFORMATION

Educational Attainment..... 68
Sales and Use Tax Collections 68
Population and Age Distribution..... 69
Race and Gender..... 69
Household Units & Persons per Unit..... 70
Type of Housing Units..... 70
Permit Information..... 71
Transportation..... 72
Utilities..... 72
Business/Industrial Property..... 72

OPERATIONAL BUDGETS

Understanding an Operating Division/Program Budget Form..... 73

GENERAL FUND

Fund Description..... 75
General Fund Revenue Graph..... 75
Revenue Descriptions..... 76
General Fund Revenue & Expense Summary..... 82
General Fund Revenue Detail by Account Classification..... 83
General Fund Expense Graph..... 85
General Fund Expenditures by Division..... 86
Expenditures by Account Classification Graph..... 89

EDUCATION APPROPRIATIONS

Education Summary/Graph 90
Board of Education..... 91
College of Southern Maryland..... 92
Library..... 93
Other Education..... 95

PUBLIC SAFETY

Public Safety Summary/Graph..... 96
Sheriff's Summary/Graph..... 97
Sheriff's Office..... 99
Corrections..... 105
Automated Enforcement Unit (AEU)..... 107
Fingerprinting Services..... 108
Emergency Services Summary/Graph..... 109
Emergency Services Administration..... 112
False Alarm Reduction Unit..... 113
Animal Control..... 114
Public Safety Communications..... 115

TABLE OF CONTENTS

GENERAL FUND

PUBLIC SAFETY CONT.

Career Emergency Medical Services 116
Emergency Management 117

GENERAL FUND DEBT 118

GENERAL GOVERNMENT APPROPRIATIONS

General Government Summary/Graph 119
Commissioners 121
County Administrators Office Administration 122
Commissioner Office Administration 123
Internal Audit 124
County Attorney 125
Liquor Board 126
Human Resources Administration 127
Other Fringe Benefits 128
Volunteer Fire Protection & Emergency Medical Services 128
Central Services 129
Election Board 131
Orphan's Court 132
Other Criminal Justice 133
Circuit Court, Grand Jury, and Law Library 134
State's Attorney's Office 136

FISCAL and ADMINISTRATIVE SERVICES

Fiscal and Administrative Services Summary/Graph 137
Administration 141
Budget 142
Information Technology 143
Purchasing 145
Accounting 146
Treasury 147

PUBLIC WORKS

Public Works Summary/Graph 148
Administration 151
Building & Trades 152
Fleet and Inventory Management 153
Road Maintenance 154

TABLE OF CONTENTS

GENERAL FUND

COMMUNITY SERVICES

Community Services Summary/Graph..... 155
Administration..... 158
Aging and Human Services..... 159
Housing Authority..... 161

RECREATION, PARKS & TOURISM

Recreation, Parks & Tourism Summary/Graph..... 162
Administration..... 165
Recreation..... 166
Parks and Grounds..... 167
Tourism..... 168

PLANNING & GROWTH MANAGEMENT

Planning & Growth Management Summary/Graph..... 169
Administration..... 172
Transit..... 173
Planning..... 174
Inspection & Enforcement - CPIS..... 176
Infrastructure Management..... 178

ECONOMIC DEVELOPMENT

Economic Development Summary/Graph..... 179
Economic Development Department..... 181
Other..... 182

HEALTH

Health Summary/Graph 183
Charles County Department of Health..... 185
Other..... 186

SOCIAL SERVICES..... 187

CONSERVATION OF NATURAL RESOURCES

Conservation of Natural Resources Summary/Graph..... 188
University of Maryland Extension..... 189
Soil Conservation..... 190
Weed Control..... 191
Other 191
Resource Conservation & Development 192

OTHER

Capital Projects..... 193
Reserve for Contingency..... 194

TABLE OF CONTENTS

ENTERPRISE FUNDS

Fund Description..... 195
Revenue Description, Trends and Assumptions for Estimates..... 195
Enterprise Fund Revenue & Expense Summary..... 198

WATER AND SEWER

Water & Sewer Fees..... 202
Water & Sewer Graphs..... 203
Water & Sewer Staffing History/Objectives & Measurements..... 204
Satellite Sewer Systems..... 206
Mattawoman Treatment Plant..... 207
Water..... 208
Public Works: Utilities- Personnel Summary..... 209
Planning & Growth Management: Water & Sewer Administration..... 210
Codes & Permits..... 211
Water & Sewer Infrastructure Management..... 212
Planning…..... 213
Billing..... 214
Meters..... 215

SOLID WASTE FUND

Solid Waste Graphs/Fees/Objectives & Measurements..... 216
Landfill..... 218

ENVIRONMENTAL SERVICES

Environmental Service Graphs/Objective & Measurements..... 220
Recycling & Litter Control..... 222
Environmental Services Planning:..... 224
Resilience Authority..... 224

WATERSHED PROTECTION AND RESTORATION

Watershed Protection & Restoration Graphs/Objective & Measurements.... 225
Planning…… 227
Inspection & Enforcement……..... 228
Resource & Infrastructure Management..... 229
Public Works Administration…..... 230
Public Works Environmental Services…..... 230
Roads…..... 231
Parks & Grounds…..... 232
County Attorney…..... 232
Resilience Authority…..... 232

TABLE OF CONTENTS

ENTERPRISE FUNDS

INSPECTIONS AND REVIEW

Inspections & Review Graph/Objective & Measurements..... 233
Administration..... 235
Infrastructure Management..... 236
Codes & Permits..... 237
Planning..... 239
Technology Fee..... 240

RECREATION PROGRAMS

Recreation Graph..... 241
Recreation 242
Nanjemoy Community Center 243
Aging-Senior Services 243

VENDING MACHINES..... 244

OTHER GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special Revenue Fund Description..... 245
Revenue Descriptions, Trends and Assumptions for Estimates..... 245
Special Revenue Graphs..... 249
Revenue & Expense Summary..... 251

GENERAL GOVERNMENT

Cable TV Access & I-Net Fund..... 259
Local Assistance & Tribal Consistency..... 261
Opioid Restitution Fund..... 261
Circuit Court Law Library..... 262

PUBLIC SAFETY

Animal Shelter/Control..... 262
Public Safety Grants..... 263
Emergency Management Grants..... 264
Volunteer Fire & Emergency Medical Services..... 265
Drug Forfeitures..... 266
Sheriff's Special Programs..... 266
Southern Maryland Criminal Justice Academy..... 267

COMMUNITY SERVICES

Aging Grants 268
Community Development Block Grant..... 273
Housing Assistance..... 274
Housing Special Loans 275

TABLE OF CONTENTS

OTHER GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

SOCIAL SERVICES

Child Support/Judicial Grants 276
Charles County Advocacy Council for Children, Youth, and Families..... 278

PLANNING & GROWTH MANAGEMENT

Transit..... 279
Agricultural Preservation..... 280
Planning Grants……..... 281
Nuisance Abatement Program…… 281

RECREATION, PARKS, AND TOURISM

Tourism..... 282

ECONOMIC DEVELOPMENT

Loan Programs..... 282

DEBT SERVICE FUND

Revenue & Expense Summary..... 283

PERSONNEL

Changes in Personnel 285
Personnel Graphs..... 287
Approved Personnel: 5-Year History..... 288

VEHICLES & EQUIPMENT

Capital Asset Financing vs. Direct Purchase..... 291
Approved Vehicles & Equipment Listing 292

CAPITAL BUDGET'S - Fiscal Years 2024 – 2028

Capital Improvement Program Description..... 303
Fund Description..... 303
Revenue Description..... 303
Trends and Assumptions for Estimates..... 304
Planning Commission..... 305
Comprehensive Plan..... 305
Deferred Capital Improvement Projects……..... 306
Capital Project Impacts on Operating Budgets..... 306
Cumulative Operating Impact of the CIP..... 307
Understanding a Capital Improvement Program Budget Form..... 309
FY2024 Capital Projects and FY2024-2028 Plan Graphs..... 311
Summary of FY2024 Capital Projects and FY2024-2028 Plan..... 313

TABLE OF CONTENTS

CAPITAL BUDGET'S - Fiscal Years 2024 – 2028

BOARD OF EDUCATION CIP SUMMARY 320

Board of Education Graphs 321

Smallwood M.S. Roof/Chiller/H&V/UV Replacement 323

BOE: Various Maintenance Projects 324

Local Portable Classrooms - Various Schools 325

T.C. Martin Elementary School Study/Renovation/Addition 326

Piccowaxen M.S. Boiler Replacement 327

Elementary School #23 328

Full Day Kindergarten Addition: Mitchell E.S. 329

Full Day Kindergarten Addition: J.C. Parks E.S. 330

Full Day Kindergarten Addition: Wade E.S. 331

Full Day Kindergarten Addition: Dr. Higdon E.S. 332

La Plata High School - Renovation- Security Enhancements and Circulation Upgrades 333

Mary H. Matula Elementary - Roof Replacement 334

Mattawoman MS - Roof Replacement 335

Middle School #9 336

Open Space Enclosure at Piccowaxen Middle School 337

Open Space Enclosure at Indian Head Elementary School 338

Open Space Enclosure at Dr. James Craik Elementary School 339

COLLEGE OF SOUTHERN MARYLAND CIP SUMMARY/GRAPHS 340

Building Repairs: Bookstore and Campus Center 342

Health Technology Renovation 343

GENERAL GOVERNMENT CIP SUMMARY 344

General Government Graphs 345

Zekiah Rural Legacy Program 347

Nanjemoy Rural Legacy Program 348

Agricultural Preservation 349

Purchase of Developments Rights (PDR) Program 350

Various Maintenance Projects 351

Radio Communications System Upgrade 352

Charles County VanGo Maintenance Facility 353

New La Plata Library 354

Blue Crabs Stadium Maintenance 355

Old La Plata Library Renovation 356

Fueling Site Improvements 357

Public Facilities Storage Building 358

Recreation Center 359

Replacement of County Financial Software 360

Structures to Address Homelessness 361

TABLE OF CONTENTS

CAPITAL BUDGET'S - Fiscal Years 2024 – 2028

Pinefield EMS Facility…. 362
Charles County Courthouse HVAC Improvements…. 363
Detention Center Pump Station Rehabilitations…. 364
Hazardous Material Remediation/Demo DNR Building…. 365
Bel Alton High School Gymnasium Roof Replacement…. 366

PARKS CIP SUMMARY.... 367
Parks Graphs.... 368
Park Repair & Maintenance Projects…. 370
Various Pedestrian & Bicycle Facilities…. 371
Popes Creek Waterfront Phase II…. 372
Smallwood Drive Shared Use Paths Phase II…. 373
Waldorf Basketball Courts…. 374
Billingsley Road Sidewalk (St. Partrick's Dr. to Middletown Rd.)…. 375
Westlake Community Sidewalk (St. Patrick's Drive and MD Rte. 301)…. 376
Waldorf Park Development Phase I…. 377
Waldorf Park Development Phase II…. 378

TRANSPORTATION CIP SUMMARY.... 379
Transportation Graphs.... 380
Road Overlay Program…… 382
County Drainage Systems Improvement Program…… 383
Safety Improvement Program- Existing Roadways…… 384
Traffic Signal Program…… 385
Sidewalk Improvement Program…… 386
Billingsley Road Safety Improvements…… 387
Turkey Hill Road Reconstruction…. 388
Old Washington Road Reconstruction…. 389
Waldorf Urban Redevelopment Corridor Stormwater Outfall…. 390
Middletown Rd Ph 3 Roadway Improvements-Land Acquisition/Design…. 391

WATER CIP SUMMARY.... 392
Water Graphs.... 393
Bel Alton and Chapel Point Connection…. 394
Ellenwood, Mariellen and Newtown Connection…. 395
Satellite Water Facility Upgrades…. 396
Gleneagles 2MG Water Tower…. 397
Bryans Road 2MG Water Tower…. 398
Hughesville Water Line…. 399
Bryans Village Waterline Interconnection…. 400
Strawberry Hills Waterline…. 401
Middletown Rd-Bensville Rd Waterline Interconnection…. 402
Waldorf Water Tower #8…. 403

TABLE OF CONTENTS

CAPITAL BUDGET'S - Fiscal Years 2024 – 2028

Waldorf Water Tower #8 Distribution…. 404
Old Washington Road Waterline…. 405
Potomac River Water Supply Treatment Plant…. 406
WSSC Waldorf Interconnection…. 407
White Plains Water Enhancements…. 408
Acton Lane Water Main Extension…. 409
Waldorf Well #18…. 410
Billingsley Road Water Main Extension…. 411
Leonardtown Road Water Main Replacement…. 412
Waldorf Well #17…. 413
Westlake Water Tower Rehabilitation…. 414

COMBINED WATER & SEWER PROJECTS

Automation & Technology Master Plan- Water & Sewer…… 415
Utilities Professional Development & Training Center…. 416
Utilities Waldorf Regional Facility…. 417

SEWER CIP SUMMARY…. 418
Sewer Graphs…. 419
MWWTP Electrical System Replacement…. 421
Mattawoman Infiltration and Inflow…. 422
Mattawoman WWTP Automation…. 423
Pump Station Rehabs and Replacements…. 424
Satellite Wastewater Facility Upgrades…. 425
MWWTP Clarifier and Thickener Repairs…. 426
MWWTP Utility Water System Evaluation & Improvement…. 427
Zekiah Pump Station Upgrade…. 428
Zekiah Pump Station Forcemain…. 429
Cliffton WWTP Improvements…. 430
Hughesville Collection Sewer System…. 431
MWWTP Septage/Hauled Waste Receiving Facility Improvements…. 432
MWWTP Effluent Filters Improvements…. 433
MWWTP Reclaimed Water Pump Station Improvements…. 434
MWWTP Effluent PS Forcemain Surge Management System…. 435
MWWTP Belt Filter Press Replacement Phase II…. 436
MWWTP Process Improvements…. 437
MWWTP UV Disinfection System Upgrades…. 438
MWWTP Headworks Improvements…. 439
MWWTP BNR Improvements - Parent…. 440
Post Office Road Sewer Capacity Improvements…. 441
Hughesville Package Treatment Plant…. 442
Zekiah Interceptor Sewer Upgrades…. 443
Sewer Pump Station Capacity Study…. 444

TABLE OF CONTENTS

CAPITAL BUDGET'S - Fiscal Years 2024 – 2028

LANDFILL CIP SUMMARY/GRAPHS..... 445
Landfill Gas to Energy..... 447
Landfill Cell 4B..... 448
Landfill 4C..... 449
Landfill Leachate Management System..... 450

WATERSHED PROTECTION AND RESTORATION CIP SUMMARY..... 451
Watershed Protection and Restoration CIP Graphs..... 452
NPDES Retrofit Projects..... 453
Gilbert Run Watershed Dam Repairs..... 454
Full Delivery of Water Quality Improvements..... 455
Floodplain Analysis Study..... 456
Forest Conservation Watershed Program..... 457
Public Facilities Vehicle Wash Bay Roof Retrofit..... 458

ENVIRONMENTAL SERVICE FUND SUMMARY 459
County Mulching Facility Relocation & Composting Facility..... 460
Pisgah Recycling Center Renovation..... 461

Capital Project Management: Administration..... 462
Capital Project Management: Capital Services..... 463
Capital Project Management: Technical Support..... 463

FINANCIAL PLANNING

Five Year Planning Description 465
Trends and Assumptions for Estimates..... 465
Linking the County's Goals and Long Range Financial Plans..... 466
Five Year Plans: General Fund 467
Five Year Plans: Water & Sewer Fund 471
Five Year Plans: Solid Waste..... 475
Five Year Plans: Watershed Protection and Restoration Fund..... 476
Five Year Plans: Environmental Services Fund..... 477
Financial Condition Evaluation: Revenue Indicators..... 478
Financial Condition Evaluation: Revenue & Expenditure Indicators..... 485
Financial Condition Evaluation: Expenditure Indicators..... 486
Financial Condition Evaluation: Operating Position Indicators..... 489
Financial Condition Evaluation: Debt Indicators..... 492
Financial Condition Evaluation: Unfunded Liability Indicators..... 495
Financial Condition Evaluation: Capital Indicator..... 497
Financial Condition Evaluation: Resource Indicator..... 498
Financial Condition Evaluation: Historical Balance Sheet & Income Statement..... 499

TABLE OF CONTENTS

DEBT SERVICE

Why Incur Debt? 503
Bond Rating Agencies and Charles County's Rating 503
Types of Bonds 504
Limitations on Debt 504
Future Plans to Incur Debt 504
Water and Sewerage Debt 505
Impact on Future Operations 505
Schedule of Future Debt Service Requirements 506
Schedule of Debt Outstanding 507
Debt Ratios 512
Bonded Debt Service Expenditures as % of General Fund Revenues 512

GLOSSARY 513

ABBREVIATIONS & ACRONYMS 519

INDEX 525

CHARLES COUNTY GOVERNMENT
Office of the County Administrator
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August 7, 2023

Dear Charles County Residents:

I am pleased to present the Charles County Government fiscal 2024 adopted budget (July 1, 2023- June 30, 2024). 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, Institutional Governance and Policy, Environment, Education, and Quality of Life, guide the County in providing the highest quality of services to the citizens of Charles County. With the start of the newly elected board, the County Commissioners along with the County Administrator are currently working on setting the new goals that will govern county government and the budget in future years.

For all major funds, five-year plans are developed at the beginning of the budget process. These plans are updated throughout the budget process and are included in the discussions with the Commissioners so they can see how the decisions made could impact future budgets as well as tax rates or fees our citizens may have to pay.

The proposed budget presented in April prioritized education, public health and safety, and maintained core services for residents. Highlights to the proposed budget included fully funding the requested budget and exceeding maintenance of effort for Charles County Public Schools, providing two new Sworn Officers for the Sheriff's Office, sixteen (16) new emergency medical technicians to support ambulance services in the County, and funding to further diversity, equity and inclusion in the community and the workplace. The proposed budget was balanced 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 for new items considered one time in nature. Additional funding was provided to Planning and Growth Management, Recreation, Parks and Tourism, the Commissioner's Office and Central Services Division by reallocating resources within the proposed budget so there would be no reduction in core services to the community.

The fiscal 2024 General Fund Operating budget, adopted at $527.4 million, increased by $32.9 million from the fiscal 2023 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 2024 budget was adopted without raising property tax or income tax rates. The combined budget for all funds is $902.5 million. The overall fiscal 2024 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 2024 General Fund budget was adopted at $527,362,100, an increase of 6.7 percent compared to the fiscal 2023 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 $15.8 million in additional tax revenue over the prior fiscal year. Total estimated property tax revenue is $266.6 million, which represents 51 percent of the General Fund. The second largest source of revenue, **Income Tax**, is expected to remain level with the fiscal 2023 adopted budget. Total estimated income tax revenue is $169 million, which represents 32 percent of the General Fund. Various revenue sources comprise the remaining 17 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 $218.8 million to the **Board of Education**, an increase of $6.1 million from fiscal 2023. 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. Due to decreases in enrollment, the maintenance of effort calculation was adjusted and required a minimum of $208.3 million for fiscal 2024. The County exceeded the maintenance of effort level required by state law by $10.5 million and was able to fully fund the Board of Educations requested budget.

The Board of County Commissioners allocated $121.3 million to the **Sheriff's Office** and related public safety functions, an increase of 12.3 percent from fiscal 2023. Additional funds will support hiring four new positions: two sworn officers, an application/web developer, digital forensic analyst, as well as the upgrade of a part time special projects coordinator position to full-time reduced hour. Funding to implement the Body Worn Camera Program is included in the Sheriff's Office and State's Attorney's Office and provides funds for operating and equipment/capital related items. 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 sixteen (16) new emergency medical technicians to support ambulance services in the County, continues to provide fare free ridership service to our VanGO customers, new positions to support recreation services; information technology; human resources; and planning . To further diversity, equity and inclusion (DEI) in the community and the workplace, the fiscal 2024 budget includes a new MWBE/DBE Compliance Manager and provides additional funding in Human Resources for a DEI consultant. Use of fund balance to support one time Commissioner initiatives which will cover the cost of the continuation of the Commissioners Cares Scholarship program for the College of Southern Maryland for one-year, increased funding for the Charitable Trust to distribute to local non-profits, a take-home bonus of $500 for all full-time county employees, support the Soil Conservation's Beginner Farmer Equipment Rental Program, to provide laptops, bags and security cables for Paramedics and EMTs to use while on duty at fire and rescue stations throughout the county, an additional cohort in the University of Maryland C.D. Mote, Jr Incentive Awards Program, support of the Maryland Veterans Museum and Military Alliance Council, a Pop Up Park at the Waldorf Senior and Recreational Center, secure live entertainment for the Regency Furniture Stadium, as well as other one-time items. 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 2023. Bond ratings directly affect the interest rate received on borrowed funds in support of the capital improvement program.

The fiscal 2024-2028 Capital Improvement Program (CIP) provides for over $1 billion 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:

- $253.6 million for public school projects
- $499.7 million for water and sewer projects
- $68.4 million for solid waste, environmental and stormwater management projects
- $11.3 million for College of Southern Maryland projects
- $70.8 million for transportation and road projects
- $124.4 million for other infrastructure and capital projects

The capital investment in education is evident with $264.9 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 new middle school. The College of Southern Maryland received funding to renovate their Health Technology Building and their Bookstore and Campus Center at their La Plata campus.

Other highlights include preservation and protection of county land through various programs offered by the Department of Planning & Growth Management, for a new recreation center, a new Pinefield EMS facility, new parks in Waldorf and Popes Creek, new VanGO maintenance facility, repairs to the Circuit Court Courthouse, water and sewer infrastructure improvements, stormwater infrastructure, as well as other improvements to county roads and parks.

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 $54.7 million. The user fee rates for the average household increased by approximately 14.5 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 no longer assesses 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 $14.0 million. The tipping fee rate was increased from $85 per ton to $91 per ton for fiscal 2024 to support the daily 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 $9.3 million. The fee of $153 per improved property tax account will support recycling efforts throughout the county and serve approximately 51,171 households for curbside recycling. This was increased by $13 per improved property. The county is proud to have achieved a 40 percent waste diversion due to the residents' recycling participation. The stormwater remediation fee was increased from $127 to $146 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 2024, the Economic Development Department (EDD) priorities remain focused on the execution of the Board of Commissioners' goals and objectives, the department's five-year strategic plan, and the development and implementation of initiatives to address the continued economic recovery due to the 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 has developed training initiatives to provide new and early-stage companies with practical tools and growth mindsets, which introduces new pathways to profitability. The initiatives include training in small business finance, business management, human resources, technology, and others. The business grant program (Business Growth Advantage Program) is tied to these trainings and are administered by the EDD business development team. In addition, the team will also continue to expand the newly established business educational training series.

The department is focused on the continued efforts to support the business retention efforts and services within the County. This includes enhancing the small and minority business development programs, and by implementing the recommendations identified in the Disparity Study.

Planning and Growth Management

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

The fiscal 2024 budget includes the continuation of the VanGo fare free program and a continued focus on progress on the Southern Maryland Rapid Transit project. PGM staff will focus to promote and actively champion the Southern Maryland Rapid Transit Corridor by finalizing an MOU with the MD Department of Transportation to utilize federal and state allotted funds to begin work on the National Environmental Policy Act (NEPA) process. 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. For fiscal 2024, PGM's focus is, among other things, to complete the diagnostic phase of the Zoning Ordinance rewrite and to collaborate with the multidiscipline team to identify opportunities that will improve the overall document.

PGM continues to support a variety of conservation, natural resource and environmental programs and initiatives. This past fiscal year, staff began an update to the Chesapeake Bay Critical Area regulations, preserved 1,500 acres of farm and forest lands, restored or treated 300 impervious acres under the National Pollutant Discharge Elimination System (NDPES) Municipal Separate Storm Sewer System (MS4) permit process, and continued the climate action planning process. In fiscal 2024, PGM will incorporate recent state requirements to the County's Forest Conservation Ordinance, 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 continue to evaluate PGM processes for improved efficiencies.

Promoting more equitable housing options that provide for diverse, quality, and affordable housing choices in proximity to services and opportunities continues to be a county goal. The past year's highlights include reinvigorating the Affordable Housing Workgroup and holding regular meetings with the Planning Commission, with the goal to have a final plan strategy within twelve months. This upcoming fiscal year, PGM's focus will be identifying obstacles to affordable housing, based upon the industry stakeholder's experiences, and feeding that information into the final draft strategy to address affordable housing needs.

Conclusion

As Acting 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,



Deborah E. Hall, CPA
Acting 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 has received $31,710,758. The first fifty percent was received on May 19, 2021, and the remaining fifty percent was 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 and continues to be reviewed with the Commissioners throughout the grant term for adjustments as additional needs arise. Funds are currently allocated as established below:

CURRENT APPROVED PLAN AS OF MAY 2, 2023

SUPPORT OF LOCAL BUSINESS & NON PROFITS	
$1,887,520	**Grants to Businesses**
$2,000,000	**Training and Business Outreach**
$112,480	**EDD Administrative Support**
$1,331,700	**Non-Profits Grants including administrative fees**
$500,000	**Non-Profits Grants Behavioral Health**
$220,000	**Food Insecurities including administrative fees**
PUBLIC SAFETY	
$1,138,500	**New Ambulance**
$420,718	**Radios for Fire Service (second half)**
$10,000.000	**Revenue Replacement – Career EMS**
INFRASTRUCTURE	
$2,000,000	**Mattawoman Wastewater Treatment Plant Upgrades**
$1,135,000	**School Based Health Center - Indian Head Elementary School**
$6,331,028	**Stormwater**
$3,000,000	**Broad Band**
PUBLIC HEALTH	
$222,019	**Response & Recovery**
$639,400	**Behavioral Health Crisis Response Project**
$558,632	**Behavioral Health Clinic Staff**
$212,600	**Public Health Workers**
ADMINISTRATION	
$1,161	
$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 FY2024 budget adoption and the budget will be amended during the fiscal year.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: BOE**
Project:

School Based Health Center - Indian Head Elementary School

This project will create the first School Based Health Center in Charles County, to be located on the campus of Indian Head Elementary School. The School Based Health Center will operate out of a modular building.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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)	**$1,135**	**$0**	**$0**	**$0**	**$1,135**
% change	*new*	*n/a*	*n/a*	*n/a*	*new*

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
Architectural & Engineering	$90	$0	$0	$0	$0	$90	$0	$0	$90
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	705	0	0	0	0	705	0	0	705
Equipment	65	0	0	0	0	65	0	0	65
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	125	0	0	0	0	125	0	0	125
Contingency	149	0	0	0	0	149	0	0	149
Total Outlay	**$1,135**	**$0**	**$0**	**$0**	**$0**	**$1,135**	**$0**	**$0**	**$1,135**
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	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$0	$0	$0	$0	$0	$0	$0
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: ARPA Funds	1,135	0	0	0	0	1,135	0	0	1,135
Total Funding	**$1,135**	**$0**	**$0**	**$0**	**$0**	**$1,135**	**$0**	**$0**	**$1,135**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	3.00	3.00	3.00	3.00	3.00	0.00	3.00
Personnel Costs	0.1	0.3	0.3	0.3	0.3	0.0	0.4
Operating	0.1	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	**$0.2**	**$0.3**	**$0.3**	**$0.3**	**$0.3**	**$0.0**	**$0.4**
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	0.0	0.0	0.0	0.0
Total Impact	**$0.2**	**$0.3**	**$0.3**	**$0.3**	**$0.3**	**$0.0**	**$0.4**
Total CHRC Grant Application	(0.2)	(0.3)	(0.3)	0.0	0.0		
Net Operating Cost	**$0.0**	**$0.0**	**$0.0**	**$0.3**	**$0.3**		

LOCATION: **COMMISSIONER DISTRICT:**
Indian Head, MD 2

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. The Goals and Objectives' financial impact on the budget is listed in the financial planning section.

The newly elected Board of Commissioners were sworn in on December 6, 2022. The Commissioners, the County Administrator and the Deputy County Administrator are currently working on establishing a new strategic plan and developing the goals and objectives to support the plan. These goals will be used to establish the FY2025 budget. The FY2024 budget was established using the goals and objectives that were previously created to support the 2019-2021 strategic plan.

1) Economic Development

• Commercial Development: *Increase the County's commercial tax base to balance revenues with services to residents.*

✓ Commercial Tax Base Expansion
- Waldorf Station, St John Properties, and Indian Head Redevelopment is in development
- Kaiser Permanente medical center to open early 2025
- Waldorf Urban Redevelopment Corridor

✓ Business Attraction
- Partnership Intermediary Agreement with Naval Surface Warfare Center (NSWC)
- Attraction marketing outreach in metro region aimed at Site Selectors to promote commercial real estate opportunities
- Participation in Maryland National Capital Region Economic Development Alliance

✓ 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
- Support and assist with planned infrastructure improvements within the Waldorf Urban Revitalization Corridor (WURC)
- Four applications received for the Rehab Tax Credit incentive
- Airport Area Comp Plan Amendment approval and Zoning Text Amendment process forthcoming
- Bryans Road Subarea Plan underway; Technology Corridor Designation

COMMISSIONERS GOALS AND OBJECTIVES

• Industry Diversification: *Strengthen the tax base, support job growth, and attract visitors through diversification of industry sectors to include those that are desirable and feasible based on industry growth potential and corresponding county assets.*

- ✓ Industry Diversification
  - 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
  - Maryland Technology Center and Velocity Center
  - Indian Head redevelopment
  - 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
  - Expanding on local Farmers Market initiatives and access Branding efforts
- ✓ Tourism
  - "Shop Local" initiatives and campaigns
  - Partnership/ Sponsorship with Charles County Board of Education- Local History and Regency Furniture Stadium
  - Bass Fishing Tournaments
  - Enhance and strengthen marketing materials and assets to hold Charles County in competitive position in the marketplace
- ✓ Product Development
  - Official Travel Magazine Launch
  - Indian Head Rail Trail (Trifold Brochure)

• Infrastructure / Services: *Enhance infrastructure that supports small businesses, entrepreneurship, and employment.*

- ✓ Broadband Access
  - Nanjemoy/Cobb Neck Broadband Buildout project
  - Neighborhood Broadband Expansion
  - Development of a local grant program
- ✓ Water & Sewer
  - Moving projects forward supporting economic development
  - Revised water purchase agreement with Washington Suburban Sanitary Commissioner (WSSC)
- ✓ Transportation Network
  - Southern MD Rapid Transit (SMRT) awarded a $5 Million Grant/Earmark
  - Free fares for all VanGo
  - Nice/Middleton Bridge replacement completed
  - Intersection Inventory
- ✓ Workforce Development
  - Participation on Workforce Development Board
  - Collaboration with Tri-County Council and CSM Workforce Center

COMMISSIONERS GOALS AND OBJECTIVES

2) Institutional Governance & Policy

• Operational Excellence: *Charles County will promote operational excellence through effective management, efficient and equitable service delivery, and stakeholder engagement with diverse constituencies inside and outside of county government.*

✓ Smart County Concept
- Ongoing and planned improvements to our existing systems
- Updated Supervisory Control and Data Acquisition
- Energov Permitting Software
- Resident Response System

✓ Automated Technology & Cyber Security
- Continual modernization of County technology tools
- Implemented Financial, IT Help Desk, and Human Resources software solutions
- Implemented new County citizen-focused, modern websites
- 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
- New tax system currently being researched

✓ 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 measurement program
- 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

✓ Streamline Services & Comprehensive Zoning Review
- Investigate, analyze, and streamline building permit and development services
- More efficient and standardized manner of processing permit void requests

✓ Diversity & Cultural Competency
- Chief Equity Officer
- Diversity, Equity, and Inclusion Strategic Plan
- County-wide employee Justice, Equity, Diversity, and Inclusion (JEDI) training
- Diversity Equity & Inclusion Statement
- Leadership Academy courses to assist employees working in diverse groups
- Government Alliance on Race and Equity (GARE)
- National Association of Counties (NACo) High Performance Leadership Academy
- Recruitment
- Diversity & Sensitivity Training
- Dialogue and Donuts is an opportunity for Charles County Government staff to come together to learn more about the critical elements of DEI

COMMISSIONERS GOALS AND OBJECTIVES

- DEI consultant to assist the Human Resources Department with defining metrics for DEI that will create equitable opportunities, embrace diversity and address disparities.

✓ Employee Engagement
- HR Employee Committee
- Above and Beyond Rewards Committee
- Employee Referral Initiatives
- Mentorship Program
- Wellness Program
- Innovator awards

✓ ➢ Citizen Engagement
- Citizens Academy
- Collaborated with community and nonprofit leaders on COVID-19 outreach
- Implemented community outreach strategies for Census 2020
- Over 3,900 requests to the Citizen Response Office
- The Let's Get Fiscal series of podcast and videos focused on the budget, explaining Charles County Government fiscal practices and budgeting to educate the Charles County Community as well as media content related to "Meet the Departments" podcast

✓ ➢ County Branding (Image/Identity)
Increased earned media coverage
Leveraged owned media opportunities
- Investment in paid media

• Public Policy: *Support transparent governance and policy decisions, responsible resource management, and accountability for results.*

✓ Legislation
- New legislative process
- Provided weekly legislative briefings during the 2023 Maryland General Assembly session
- Held public hearing to review local legislative proposals

✓ Governance Leadership
- Diversity, Equity, and Inclusion (DEI) Efforts and National Association of Counties (NACo) High Performance Leadership program
- Climate Resiliency Efforts
- Resilience Authority of Charles County

✓ 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 Implementation
- MWBE/DBE Compliance Manager position approved to establish an enforceable contract compliance training program and to create a standard operating procedure

3) Environment

• Conservation Programs: *Conserve natural resources assets through sustainable forestry and agricultural/rural land preservation. Plan and implement climate change best management practices throughout county government operations*.

✓ Forest Conservation

✓ Agriculture Land Preservation

- Protect land resources that support agricultural and forest industries

✓ Rural Legacy

- Zekiah Legacy Area
- Nanjemoy-Mattawoman Forest Rural Area

✓ Readiness and Environmental Protection Integration (REPI)- Aquaculture, Agriculture, Forest

- Utilize the REPI Program to leverage federal funds for land conservation

✓ Transferable Development Rights (TDR)

✓ Climate Change Best Management Practices

- Utilize Best Management Practices to enhance the resilience of local communities, economies, and natural resources
- Resilience Authority of Charles County hired a consultant to conduct assessment of stormwater drainage issues in 100 neighborhoods
- Received grant for Military Installation Resilience Review – Naval Support Facility Indian Head
- Appointment to the Coast Smart Council
- Chesapeake Conservancy Internship Opportunity
- Climate Action Planning

• Natural Resource Management: *Manage natural resources effectively by investing in renewable energy, reducing stormwater runoff, and expanding recycling.*

✓ Expand Solar Energy

- Expanded solar energy in 256 acres parcel
- Maryland's Commercial Property Assessed Clean Energy (MD-PACE) program

✓ Rainwater Collection

- Promoting awareness of rain barrels through outreach and education, including a virtual workshop

- Continue to offer tax credits for installations and subsidies for purchases of rain barrel

✓ Expand Commercial Recycling
- Commercial recycling initiatives incorporated into approved 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
- Septic System Pump-Out Program and Septic Riser Installation Program
- Watershed Implementation Plan Projects

• Environmental Management: *Ensure clean water through effective wastewater treatment and stormwater management.*

✓ Wastewater Treatment
- Maintenance is tracked and reports are generated and reviewed monthly

✓ Clean Water Supply

✓ Storm Water Management
- Prevent flood damage and protect water quality
- Develop Response Program
- Obtain compliance with National Pollutant Discharge Elimination System (NPDES) and MS4 Permit

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
- Capital Projects - School construction, security, renovations
- Maintenance of Effort – Exclusions
- Member of the Rural Broadband Taskforce
- PEG Grant Funds – Studio costs and fiber extensions
- Participation on steering committees on the five policy areas related to the Blueprint Implementation

• Workforce Development

✓ Human Resources Development
- Evaluate and modernize the training program to include registration and procedures
  - 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)
- Mental Health First Aid (MHFA) training

5) Quality of Life

• Public Safety: *Ensure the county is prepared to respond to both immediate and emerging issues regarding public safety and emergency response*

✓ Collaboration Sheriff's Office, Fire & EMS
- Emergency Management – operational & homeland security grant
- Emergency Medical Services (EMS) – training
- Strategic Plan Implementation
- Collaboration & Teamwork

• Healthcare: *Ensure equitable and affordable access to healthcare that supports mental and physical well-being through collaboration with state, local and nonprofit partners. Provide safe, affordable ways to enjoy recreation, fitness, and healthy lifestyles.*

✓ 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
- Distribution of Narcan kits

• Recreation & Entertainment: *Provide for recreational amenities, leisure activities and entertainment that foster connections throughout the community and attract visitors to enjoy historical, cultural, and natural resources the county offers.*

✓ Recreation
- Continued development and implementation of new recreation programs, leisure activities, and sports leagues
- Continued promotion of RecAssist program

✓ Parks & Amenities
- Popes Creek Waterfront property purchase
- Project Open Space Developments
- Two multi-purpose synthetic athletic fields installed
- Chapel Point State Park Improvements
- State Park & Waterway Recreation –
  - Mallows Bay Potomac River National Marine Sanctuary

✓ 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

✓ 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 and Event Venues
- 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
- Sponsor SMADC's Annual Buy Local Celebration

• Affordable/Workforce Housing: *Support policies and programs that promote safe, equitable, and accessible housing for residents who need affordable workforce housing options with Charles County.*

✓ Housing Authority Committee

- 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
- Continue administration of the USDA Rural Housing Preservation Grant and the State Special Loan Programs
- 144 Senior Apartment Complex units (approved – not constructed) and two affordable apartment developments

✓ 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
- 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)
- 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
- Rent to Own Program

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 Funds and Retirement Fund Assets, 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 17-207 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 Number 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 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 at the end of each fiscal year.

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 as funds permit.
    - 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 July 1, 2022. 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 Budget Amendments up to $25,000 is delegated to the President of the Board of County Commissioners, and in excess of $25,000 requires the majority approval of the Board of County Commissioners.
2. Approval authority for Grant Budget Amendments up to $200,000 where no County funding is required is delegated to the Director of Fiscal & Administrative Services; Over $200,000, and no County funding is involved is delegated to the County Administrator. Such grant awards shall be placed within the C-wing mail log.
3. Approval authority for Capital Budget Amendments up to $25,000 is delegated to the County Administrator; $25,001 - $50,000 is delegated to the County Commissioner President; and in excess of $50,000 requires the majority approval by 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:

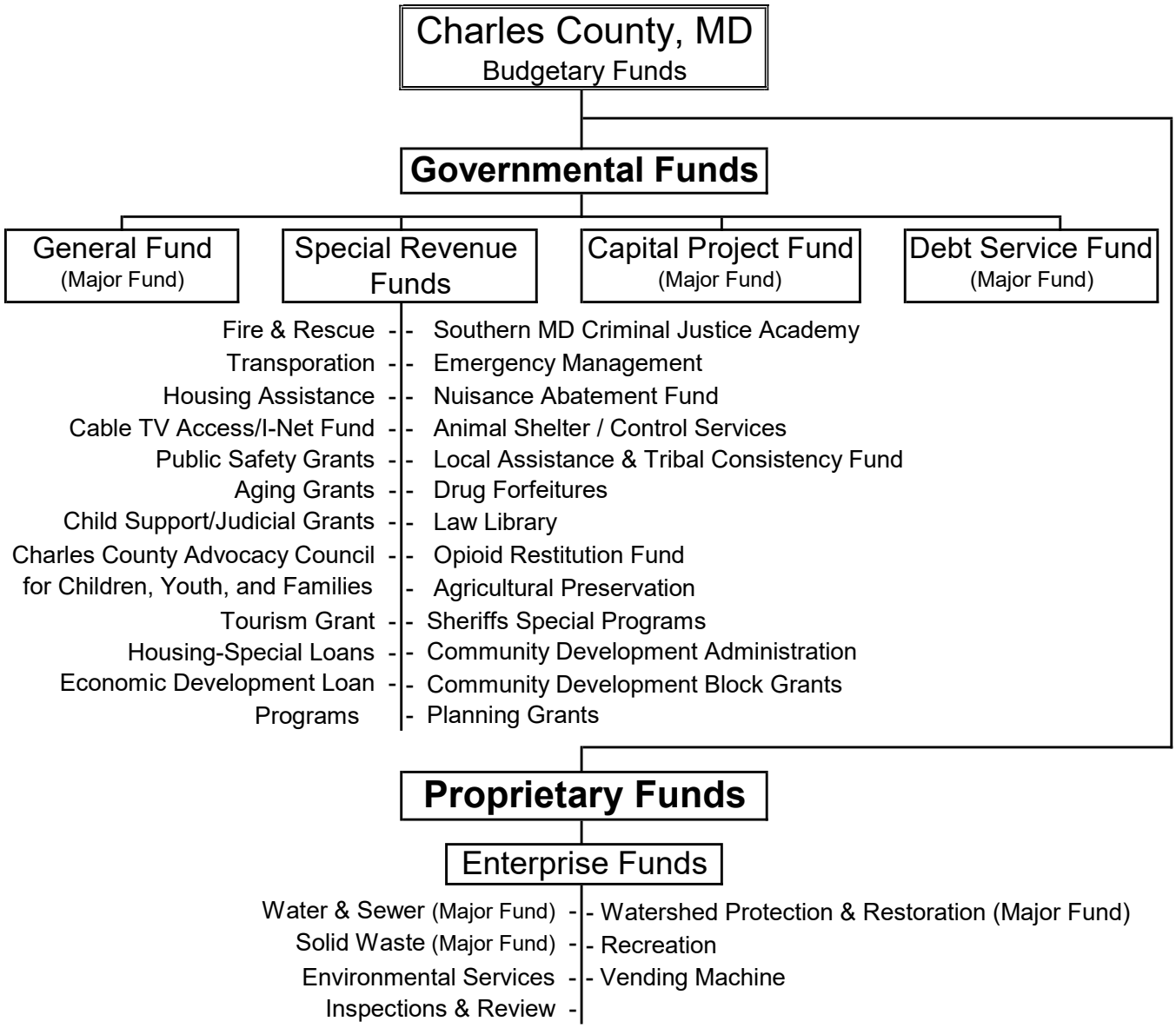
1. To define and maintain proper accounting controls over capital assets and controlled assets acquired by the County.
2. To assign responsibility for the safekeeping of capital assets and controlled assets to the appropriate managers.
3. To establish standard procedures for the recognition in the accounting,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

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 Annual Comprehensive Financial Report (ACFR).
3. The County's ACFR will be submitted to the GFOA Certification of Achievement for 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: One new Special Revenue Fund was established for the American Rescue Plan Act (ARPA) of 2021 per the external auditor's recommendation. This fund is not included in the chart above as these funds are 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 Project 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 for developer construction bonds and for school construction bonds. Long-term note receivables provide the County with a funding source 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 farmland, 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 differentiate 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 35,800 customers and is anticipated to accept over 132,000 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. The FY2024 adopted budget does not include the one-time American Rescue Plan Act (ARPA) funding that was received in May 2021. This funding is tracked outside of the normal budget process. Additional information on the ARPA Plan can be found on our web page (ARPA Plan).

DESCRIPTION OF EACH FUND

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

Department/Agency	GOVERNMENTAL				PROPRIETARY		
	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	☒						
Election Board	☒						
Health	☒		☒				
Library	☒						
Liquor Board	☒						
Orphan's Court	☒						
Sheriff's Office	☒		☒				☒
Social Services	☒						
State's Attorney	☒		☒				

The 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.

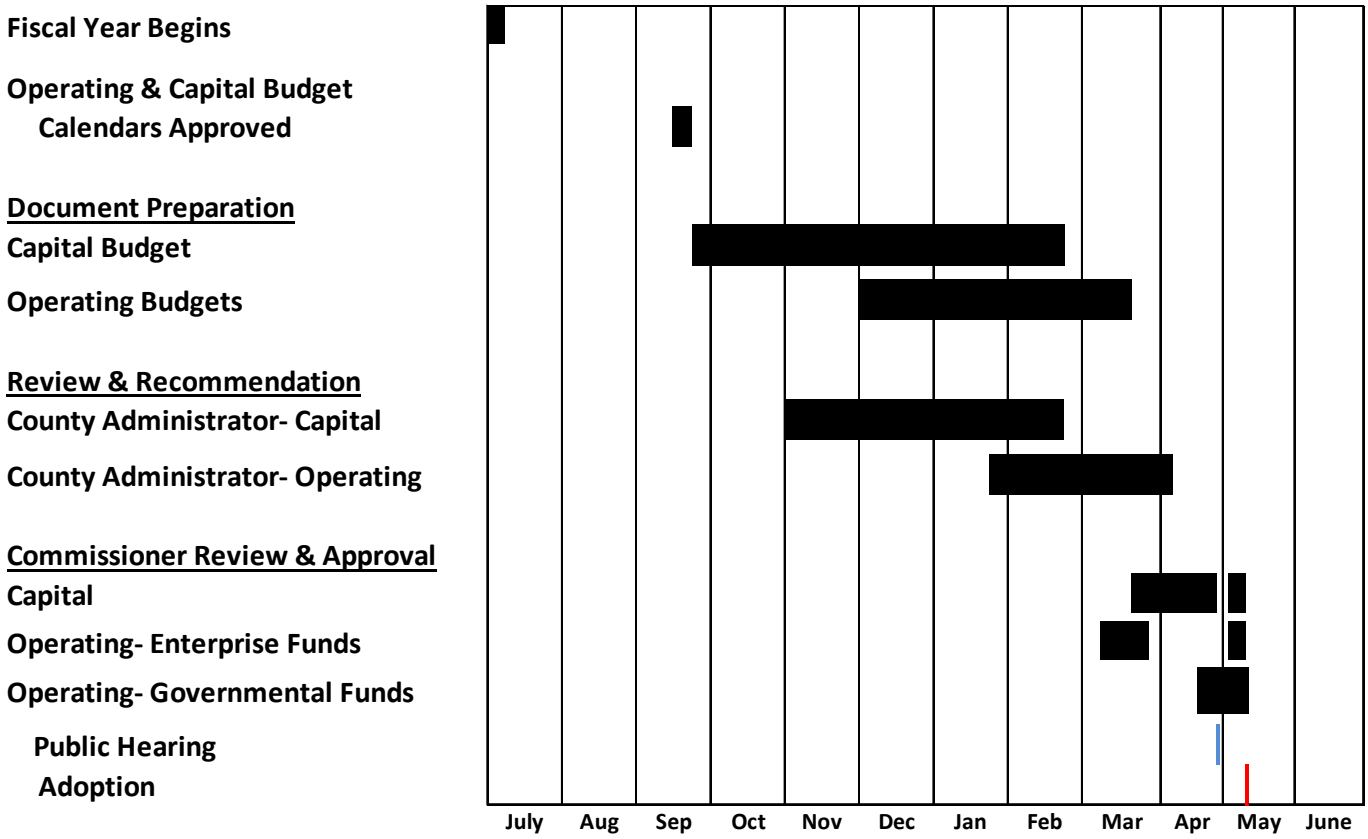
The following schedule summarizes the differences:

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 July 1, 2022.

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 26, 2023, 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 16, 2023.

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, priority/goal setting and to ensure that equity is embedded. 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 Commissioners 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.

Five-year plans are used for all major funds. These plans assist with ensuring that decisions made today are affordable in the future. These plans include the impacts of capital projects as well, so that once a project is completed the county will be able to afford to operate it. Five-year plans are updated at the beginning of the budget cycle and throughout the budget process to reflect changes made by the department or county administrator. The five-year plans are presented to the County Commissioners as part of the budget process so they are aware of how the budget they are adopting today could impact future budgets. This review includes the full year impacts of any operating budget additions.

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.

FISCAL YEAR 2024
OPERATING BUDGET CALENDAR
CHARLES COUNTY, MD

(Adopted September 13, 2022)

Time Line	**Action**
October 31, 2022	Elected Officials / Agencies receive Operating Budget Request Forms. County Departments are provided either budget forms or on-line access to the budget software for operating requests. Performance Measurements file sent to departments.
December 9, 2022	County Department and Elected Officials / Agencies requested budgets and Performance Measurement files are returned to Fiscal and Administrative Services / Budget Division.
February 28, 2023	Board of Education and CSM Operating Budget Requests due.
March 21, 2023	**Budget Work Session**– Enterprise Funds (Operating and Capital) *Review of Budgets and Impact on associated Fees* - Water and Sewer - Cable (Special Revenue) - Recreation
March 28, 2023	**Budget Work Session** - Fees & Charges and Enterprise Funds (Operating and Capital) *Review of all County Fees & Charges - highlighting new fees & changes to existing fees and Review of Budgets and Impact on associated Fees* - Landfill - Environmental Services - Stormwater - Inspection
April 18, 2023	**Budget Work Session** - General Fund *Review of Operating Revenue Estimates including:* - Property Taxes - Licenses and Permits - Income Tax - Grants - Recordation/Transfer Taxes - Fines & Forfeitures - Other Income - Service Charges *First Review of Proposed County Administrator Budget* Overview of Total Proposed Budget Highlights of County Agencies funding - Board of Education - Other Agencies - Sheriff's Office

NOTE: Budget Calendars Subject to Change

FISCAL YEAR 2024
OPERATING BUDGET CALENDAR
CHARLES COUNTY, MD

(Adopted September 13, 2022)

Time Line	**Action**
April 25, 2023	**Budget Work Session** - General Fund *Final Review of Proposed County Administrator 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 - Human Resources Remaining budgets
April 26, 2023	**Public Hearing** - Constant Yield Tax Rate, & Operating and Capital Budgets The property owners' opportunity to be heard on the issue of property tax rates before they are final. Also, Citizen's opportunity to be heard on the Proposed FY2024 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 2, 2023	**Budget Work Session** -General Fund, Special Revenue Funds & Enterprise Funds *Special Revenue Budget Review to include:* - Federal & State Grants - Fire & Rescue - Special Programs with dedicated revenues *Recap Enterprise Funds* *Commissioner Proposed Changes to the Budget*
May 9, 2023	**Budget Work Session** - General Fund and All Budgets *Commissioner Proposed Changes to the Budget*

NOTE: Budget Calendars Subject to Change

FISCAL YEAR 2024
OPERATING BUDGET CALENDAR
CHARLES COUNTY, MD

(Adopted September 13, 2022)

Time Line	**Action**
May 16, 2023	**Budget Work Session** - General Fund and Recap of All Budgets *Review Impact of Commissioner Changes to the Budget*
May 16, 2023	**General Fund Tax Rates & Budget Adoption** **Budget Adoption of All Other Funds** *Pending finalization of Governor's signing or vetoing State Bills*
May - July	Approved Budget Book prepared

NOTE: Budget Calendars Subject to Change

FISCAL YEAR 2024
CAPITAL IMPROVEMENT PROGRAM BUDGET CALENDAR
CHARLES COUNTY, MD

(Adopted September 13, 2022)

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 (Fiscal 2024). 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 MD
- General Government (Buildings, Land Preservation)
- Parks
- Transportation

Enterprise Fund Projects are supported by self supporting user fees:

- Water
- Stormwater
- Environmental Services
- Sewer
- Landfill

Time Line	**Action**
September 19, 2022	**Fiscal 2024-2028 C**apital **I**mprovement **P**rogram (CIP) forms sent to County Departments and Agencies.
October 14, 2022	Board of Education (BOE) CIP requests are returned to the Department of Fiscal & Administrative Services/Budget Division. • BOE CIP Request due to the State for Interagency Committee for School Construction (IAC) consideration by 10/4/2022; submitted by BOE
October 21, 2022	Remaining Governmental CIP requests are returned to the Department of Fiscal & Administrative Services / Budget Division.
November 1, 2022	**Budget Work Session:** Preliminary BOE capital budget request review with the County Commissioners and BOE to meet State deadline submission. • Forward County Commissioner Letter of Support to IAC for Board of Education CIP. *(Letter due to IAC on November 30, 2022)*

NOTE: Budget Calendars Subject to Change

FISCAL YEAR 2024
CAPITAL IMPROVEMENT PROGRAM BUDGET CALENDAR
CHARLES COUNTY, MD

(Adopted September 13, 2022)

Time Line	**Action**
November 4, 2022	Enterprise Fund CIP requests are returned to the Department of Fiscal & Administrative Services / Budget Division.
November - February	CIP review with County Administrator and Departments.
March 21, 2023	**Budget Work Session** – Enterprise Funds (Operating and Capital) - Water and Sewer
March 28, 2023	**Budget Work Session –** Remaining Enterprise Funds (Operating and Capital) - Landfill - Environmental Services - Stormwater
April 18, 2023	**Budget Work Session –**Governmental CIP overview
April 25, 2023	**Budget Work Session –** Governmental CIP review
April 26, 2023	**Public Hearing on CIP** Citizen's opportunity to be heard on the Proposed FY2024-2028 CIP
May 2, 2023	**Budget Work Session –**Commissioner Proposed Changes to the CIP Budget
May 9, 2023	**Budget Work Session –**Commissioner Proposed Changes to the CIP Budget
May 16, 2023	**Budget Work Session -** Recap and final review of the FY2024-2028 CIP
May 16, 2023	**Formal Adoption** *Pending finalization of Governor's signing or vetoing State Bills*

NOTE: Budget Calendars Subject to Change

FISCAL YEAR 2024 ADOPTED BUDGET

Summary by Fund

DESCRIPTION	FY2024 OPERATING REVENUE	FY2024 OTHER SOURCES	FY2024 FUND BALANCE	FY2024 APPROPRIATION TOTAL[4]	FY2023 APPROPRIATION TOTAL[3]	% Chg.
GOVERNMENTAL FUNDS:						
General Fund	$500,320,300	$1,500,000	$25,541,800 [1]	**$527,362,100**	**$494,446,200**	**6.7%**
Capital Project Fund						
Governmental	$105,394,000	$13,379,000	$900,000 [1]	**$119,673,000**	**$114,847,000**	4.2%
Water & Sewer	78,839,000			**78,839,000**	**62,727,000**	25.7%
Watershed Protection and Restoration	3,150,000			**3,150,000**	**8,956,000**	-64.8%
Solid Waste- Landfill	6,593,000			**6,593,000**	**925,000**	612.8%
Environmental Services	1,655,000			**1,655,000**	**0**	n/a
Total Capital Projects	$195,631,000	$13,379,000	$900,000	**$209,910,000**	**$187,455,000**	**12.0%**
Governmental Reserves			1,200,000 [1]	**1,200,000**	**2,045,000**	
Total Capital Project Fund	$195,631,000	$13,379,000	$2,100,000	**$211,110,000**	**$189,500,000**	**11.4%**
Debt Service Fund	$16,493,400	$0	$0	**$16,493,400**	**$17,223,900**	**-4.2%**
Special Revenue Funds						
Fire & Rescue	$15,522,500	$0	$0	**$15,522,500**	**$14,626,406**	6.1%
Transportation	5,009,466	5,071,474	1,590,216 [1]	**11,671,156**	**9,073,378**	28.6%
Housing Assistance	10,460,300	207,040	0	**10,667,340**	**10,086,240**	5.8%
Cable TV Access/I-Net Fund	3,221,900	0	534,700 [1]	**3,756,600**	**4,634,030**	-18.9%
Public Safety Grants	1,081,565	1,017,677	0	**2,099,242**	**3,053,097**	-31.2%
Aging Grants	1,677,106	0	5,080 [1]	**1,682,186**	**2,778,259**	-39.5%
Child Support / Judicial Grants	1,342,835	125,758	0	**1,468,593**	**2,730,975**	-46.2%
Charles County Advocacy Council for Children, Youth, and Families	927,912	17,543	0	**945,455**	**1,096,254**	-13.8%
Tourism Grant	506,000	0	0	**506,000**	**506,464**	-0.1%
Housing - Special Loans	404,500	0	0	**404,500**	**981,037**	-58.8%
Economic Development Loan Programs	0	0	275,000 [1]	**275,000**	**275,000**	0.0%
Southern MD Criminal Justice Academy	102,000	92,000	0	**194,000**	**200,000**	-3.0%
Emergency Management	83,150	83,150	0	**166,300**	**3,558,925**	-95.3%
Nuisance Abatement Fund	150,000	0	0	**150,000**	**150,000**	0.0%
Animal Shelter / Control Services	109,100	0	0	**109,100**	**171,000**	-36.2%
Local Assistance/Tribal Consistency Fund	85,800	0	0	**85,800**	**100,000**	-14.2%
Drug Forfeitures	84,500	0	0	**84,500**	**464,500**	-81.8%
Law Library	42,200	31,000	2,800 [1]	**76,000**	**75,000**	1.3%
Opioid Restitution Fund	65,000	0	0	**65,000**	**0**	new
Agricultural Preservation	31,200	0	0	**31,200**	**331,200**	-90.6%
Sheriffs Special Programs	12,900	0	0	**12,900**	**49,900**	-74.1%
Community Development Administration	0	0	0	**0**	**2,433,159**	-100.0%
Community Development Block Grants	0	0	0	**0**	**645,015**	-100.0%
Planning Grants	0	0	0	**0**	**57,180**	-100.0%
Total Special Revenue	$40,919,934	$6,645,642	$2,407,796	**$49,973,372**	**$58,077,019**	**-14.0%**
PROPRIETARY FUNDS:						
Enterprise Funds						
Water & Sewer	$53,026,000		$1,718,500 [1]	**$54,744,500**	**$48,260,400**	13.4%
Solid Waste- Landfill	12,117,400		1,855,800 [1,2]	**13,973,200**	**13,721,700**	1.8%
Environmental Services	8,745,000		541,400 [1,2]	**9,286,400**	**8,330,200**	11.5%
Inspections & Review	9,378,100		250,000	**9,628,100**	**5,462,300**	76.3%
Watershed Protection and Restoration	7,709,500		24,600 [1]	**7,734,100**	**6,693,900**	15.5%
Recreation	1,976,900	75,000		**2,051,900**	**1,976,600**	3.8%
Vending Machine	138,800			**138,800**	**138,800**	0.0%
Total Enterprise Fund	$93,091,700	$75,000	$4,390,300	**$97,557,000**	**$84,583,900**	**15.3%**
Total All Funds	$846,456,334	$21,599,642	$34,439,896	**$902,495,872**	**$843,831,019**	**7.0%**

Footnotes:

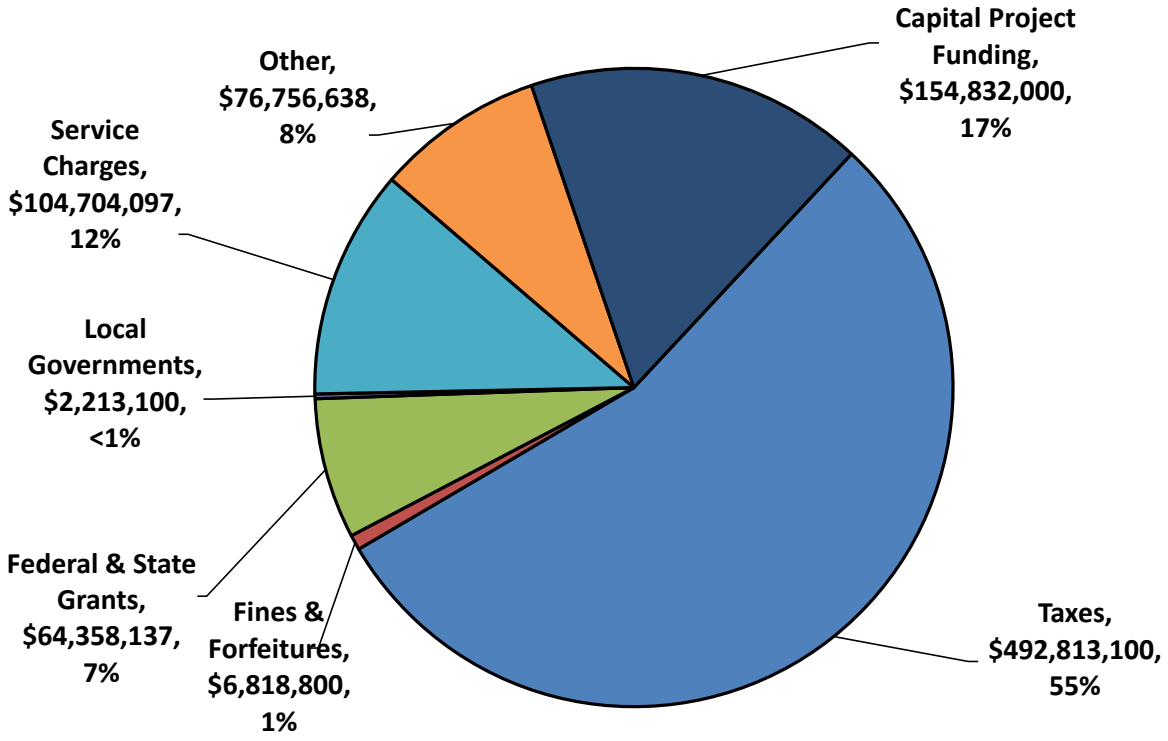
1. The fund balance appropriation represents plans to utilize surplus and reserved funds.
2. The fund balance appropriation represents use of equipment reserve funds.
3. The FY2023 Appropriation represents the Adopted budget except for the Special Revenue funds. The Amended budget is used due to the frequent late changes in grant awards and budgets. Also not included is the American Rescue Plan Act Funds which was not part of the budgetary process and one-time in nature.
4. Not reflected in the FY2024 Appropriations is the American Rescue Plan Act Funds which was not part of the budgetary process and one-time in nature.

FY2024 CHANGES FROM PROPOSED BUDGET TO ADOPTED BUDGET: COMMISSIONER ACTIONS FOR ALL FUNDS

Funding Change	Commissioner Action:
$2,500,000	To provide additional funding to the Road (Overlay) Program, the Commissioners' approved an increase of $1,250,000 for both FY2024 and FY2025.This was added to the FY2024-FY2028 Capital Improvement Program and is within debt affordability.
1,250,000	The Commissioners' approved a one-time take home bonus of $500 for all full-time county employees hired on or before June 30, 2023. This was funded by utilizing fund balance reserves in the General Fund and was absorbed by turnover in the Enterprise Funds.
400,000	Extended the College of Southern Maryland's Commissioners' Cares Scholarship for another year to help with covering the cost of tuition for students. In order to fund this request the Commissioners' utilized fund balance reserves from the General Fund.
120,000	One-time funding to support the Soil Conservation's Beginner Farmer Equipment Rental Program. Funding for this was provided by utilizing General Fund reserves.
86,000	A Communications Coordinator position to fulfill the need in the Commissioner's Office for communications work to include writing and disseminating newsletters, drafting letters, talking points, and speeches. This position would also manage dedicated social media pages for the Board of County Commissioners. This position was funded by reducing the contingency budget.
80,000	The Commissioners' approved one-time funding to provide the Department of Emergency Services with 25 laptops, bags, and security cables for Paramedics and EMTs to use while on duty at fire and rescue stations throughout the county. This was funded by utilizing fund balance reserves in the General Fund.
70,000	To provide one-time funding to the Charitable Trust to distribute to local non-profits. The Commissioners' utilized fund balance reserves from the General Fund.
57,000	To provide one-time funding to support an additional cohort in the University of Maryland C.D. Mote, Jr. Incentive Awards Program. The Commissioners' funded this increase by utilizing fund balance reserves from the General Fund. This is a four-year commitment totaling $280,000.
50,000	To provide one-time funding in support of the Maryland Veterans Museum. The Commissioners' funded this increase by utilizing fund balance reserves in the General Fund.
50,000	To provide one-time funding in support of the Military Alliance Council. The Commissioners' funded this increase by utilizing fund balance reserves in the General Fund.
50,000	Funding for a Pop Up Park at the Waldorf Senior and Recreational Center was approved by the Commissioners' and was funded by reducing the contingency budget in the General Fund.
50,000 (50,000)	The County Commissioners re-directed the proposed funding within the General Fund for the Arts and Entertainment District to secure live entertainment for the Regency Furniture Stadium. The funding will be used to produce a concert series and a consistent entertainment schedule for Charles County residents and visitors. This funding is available because the Town of La Plata is not actively moving forward with the Arts and Entertainment designation application process at this time.
40,000	A Security Technology Specialist position was approved. This position would provide support to the Central Services Department by monitoring cameras and assisting with other security needs/concerns. The General Fund contingency budget was reduced to fund this position.
15,000	An increase in the Board of County Commissioners' expense accounts to support community initiatives was approved. Funding for this was provided by utilizing fund balance reserves in the General Fund.
8,000	The County Commissioners approved funding to allow the Tourism Division to represent the county at Maryland Association of Counties (MACo) events. Funding for this was provided by utilizing fund balance reserves in the General Fund.
4,000	One-time funding was approved for a Planning and Growth Management retreat for training and enhancing teamwork. This was funded by utilizing fund balance reserves in the General Fund.

FISCAL YEAR 2024 APPROVED REVENUES BY ACCOUNT CLASSIFICATION

TOTAL = $902,495,872

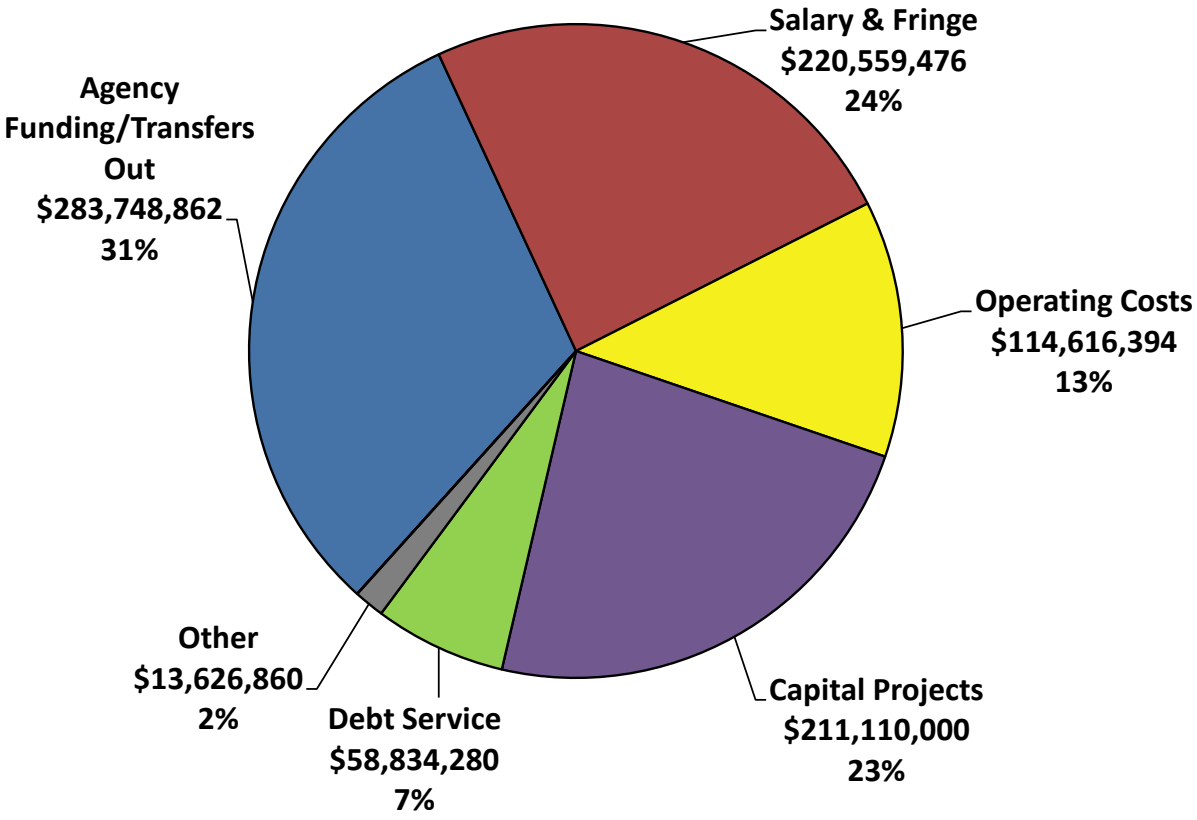


	FY2022 BUDGET	% total	FY2023 BUDGET	% total	FY2024 ADOPTED	% total
Taxes	$448,226,400	70.4%	$474,399,100	65.3%	$492,813,100	54.6%
Fines & Forfeitures	4,093,700	0.6%	6,650,700	0.9%	6,818,800	0.8%
Federal & State Grants	50,714,359	8.0%	81,927,373	11.3%	64,358,137	7.1%
Local Governments	1,931,100	0.3%	1,676,900	0.2%	2,213,100	0.2%
Service Charges	84,598,982	13.3%	91,882,218	12.7%	104,704,097	11.6%
Other	44,112,865	6.9%	65,421,728	9.0%	76,756,638	8.5%
Capital Project Funding	97,744,000	15.4%	121,873,000	16.8%	154,832,000	17.2%
TOTAL ALL FUNDS	**$731,421,406**		**$843,831,019**		**$902,495,872**	

NOTE: The FY2022 and 2023 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 2024 APPROVED EXPENDITURES BY ACCOUNT CLASSIFICATION

TOTAL = $902,495,872



	FY2022 BUDGET	% total	FY2023 BUDGET	% total	FY2024 ADOPTED	% total
Agency Funding/Transfers Out	$265,569,852	36.3%	$281,832,087	33.4%	$283,748,862	31.4%
Salary & Fringe	180,002,925	24.6%	194,430,891	23.0%	220,559,476	24.4%
Operating Costs	91,836,911	12.6%	105,820,154	12.5%	114,616,394	12.7%
Capital Projects	126,999,800	17.4%	189,500,000	22.5%	211,110,000	23.4%
Debt Service	56,128,362	7.7%	59,288,362	7.0%	58,834,280	6.5%
Capital Outlay/Maintenance	9,760,856	1.3%	11,333,549	1.3%	12,008,260	1.3%
Operating Contingency	377,800	0.1%	824,076	0.1%	797,700	0.1%
Equipment Reserve	744,900	0.1%	801,900	0.1%	820,900	0.1%
TOTAL ALL FUNDS	**$731,421,406**		**$843,831,019**		**$902,495,872**	

NOTE: The FY2022 and FY2023 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 2022 and estimates for Fiscal Year 2023 and Fiscal Year 2024. Fiscal Year 2023 estimates are based on unaudited figures as of May 31, 2023. Fiscal Year 2024 represents the approved budget for the General Fund, Debt Service and Other Governmental Funds. For the Enterprise Funds, Fiscal Year 2024 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 2024 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 2022 ended with a $49.0 million gain due to conservative spending and income tax, recordation, and transfer tax revenue exceeding expectations. The Fiscal Year 2023 fund balance is estimated to decrease by $8.8 million due planned use of fund balance for one-time items to support Commissioner goals and objectives such as support of the capital improvement program. The use of $25.5 million in fund balance is approved for FY2024. These funds were formally reserved to fund priority one-time items in the FY2024 operating budget including funding to support the capital improvement program, funding for equipment purchases related to implementing a body worn camera program, feasibility studies, and other one-time items that supports Commissioner goals and objectives. Fund balance reserves were already established and are utilized in FY2024 to help offset revenue losses from the Morgantown power plant deactivation, and to smooth the impact of the teacher's incentive grant for Charles County Public Schools and the Other Post-Employment Benefits contribution per the County's strategic plan.

FUND BALANCE

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

	FY2022 Actual	FY2023 Estimated	FY2024 Approved
Beginning Fund Balance	**$152,565,256**	**$201,536,297**	**$192,755,105**
Revenues	501,181,885	487,195,223	500,320,300
Expenditures	(443,826,063)	(463,654,574)	(507,169,900)
Other Financing Sources/(Uses)	(8,384,781)	(32,321,841)	(18,692,200)
Projected Ending Fund Balance	**$201,536,297**	**$192,755,105**	**$167,213,305**
Non-spendable-Fund Balance	(2,485,410)	(5,657,542)	(5,657,542)
Restricted Fund Balance	(139,469)	(147,713)	(147,713)
Committed Fund Balance	(185,677,785)	(173,834,917)	(148,293,117)
Assigned Fund Balance	(9,558,227)	(10,840,398)	(10,840,398)
Unassigned Fund Balance	**$3,675,406**	**$2,274,535**	**$2,274,535**

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 FY2024, a fund balance of $118.9 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 2022 ended the year with a $838 thousand increase in fund balance. Fund balance is estimated to increase in Fiscal Year 2023 by $1.0 million. The County received funding from Federal agencies to support the County's effort in mitigating and responding to the COVID-19 impact and this cost will be realized in future fiscal years. Fiscal Year 2024 it is estimated to decline by $2.7 million 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 $39.0 million at the end of Fiscal Year 2024.

Water and Sewer Fund: Net assets for the Water and Sewer Fund increased by $13.7 million in Fiscal Year 2022. Fiscal Year 2023 is estimated to increase by $8.9 million and Fiscal Year 2024 is estimated to increase by $9.8 million. These amounts are relatively insignificant to a fund equity that remains in excess of $207 million.

Solid Waste Fund: Net assets for the Solid Waste Fund increased by $3.4 million in Fiscal Year 2022; an increase of 7%. Fiscal Year 2023 is estimated to increase by $4.8 million and increase by $2.9 million in Fiscal Year 2024 due to contributions to a reserve for future landfill construction. The fund equity is estimated to remain in excess of $54 million at the end of Fiscal Year 2024.

Watershed Protection Fund: Net assets for the Watershed Protection Fund have increased by $187 thousand in Fiscal Year 2022. Fiscal Year 2023 is estimated to increase by $594 thousand; an increase of 14% mainly due to expenditures coming in less than anticipated. The fund equity is estimated to remain in excess of $6 million at the end of Fiscal Year 2024.

Other Enterprise Funds: A $2.0 million gain in Fiscal Year 2022 increased fund equity by 23% which was mainly due to lower operating cost for various programs. Fiscal Year 2023 is estimated to increase by $2.0 million mainly based on an increase in building activity. Fund balance is expected to be approximately $12.8 million by the end of Fiscal Year 2024.

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		
	FY2022 Actual	FY2023 Estimated	FY2024 Approved	FY2022 Actual	FY2023 Estimated	FY2024 Estimated
Revenues						
Property Taxes	$248,087	$254,760	$266,589	$0	$0	$0
Income Taxes	171,198	164,141	169,000	0	0	0
Other Local Taxes	58,614	32,473	29,070	0	0	0
Licenses & Permits	1,074	1,131	1,046	0	0	0
Federal Grants	72	734	0	260	0	10,674
State Grants	1,705	2,613	2,600	3,397	6,916	13,581
Local Governments	532	110	0	0	0	0
Service Charges	9,756	10,564	10,627	5,105	2,710	2,018
Fines & Forfeitures	4,765	5,205	5,739	0	0	0
Interest	626	13,389	13,500	0	0	0
Rent Revenues	1,284	1,430	1,534	0	0	0
Miscellaneous	3,469	646	616	7,311	8,959	101
Total Revenues	$501,182	$487,195	$500,320	$16,072	$18,584	$26,375
Expenditures						
General Government	$26,206	$29,023	$34,541	$8,956	$13,088	$21,822
Fiscal & Administrative Services	7,964	8,972	10,683	880	1,161	222
Public Works - Facilities	15,718	14,321	17,945	0	0	0
Public Works - Utilities	0	0	0	0	0	0
Community Services	2,217	2,467	3,014	0	0	0
Recreation, Parks & Tourism	9,478	10,117	12,634	4,038	3,647	3,765
Planning & Growth Mgmt.	3,361	4,013	4,835	27	444	0
Public Safety	123,287	123,041	146,337	3,403	1,731	3,200
Health & Social Services	4,983	6,490	5,380	0	0	0
Conservation of Natural Resources	681	763	908	2,248	2,417	2,589
Economic Development	2,182	1,872	2,270	0	0	0
Education Appropriations	215,735	228,635	235,394	19,344	14,507	35,619
Other	245	0	124	0	0	0
Debt Service	31,770	33,942	33,106	0	0	0
Total Expenditures	$443,826	$463,655	$507,170	$38,896	$36,995	$67,217
Operating Gain/(Loss)	$57,356	$23,541	($6,850)	($22,823)	($18,410)	($40,842)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	41,052	23,500	39,500
Transfers In	2,672	2,545	1,500	11,731	20,607	13,379
Transfers Out	(11,057)	(34,867)	(20,192)	(2,672)	(2,045)	(2,045)
Net Change in Fund Balance	$48,971	($8,781)	($25,542)	$27,288	$23,652	$9,992
Fund Balance- Beginning of Year	152,565	201,536	192,755	57,929	85,216	108,868
Fund Balance - End of Year	$201,536	$192,755	$167,213	$85,216	$108,868	$118,860

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		
	FY2022 Actual	FY2023 Estimated	FY2024 Estimated	FY2022 Actual	FY2023 Estimated	FY2024 Approved
Revenues						
Property Taxes	$0	$0	$0	$14,452	$14,608	$15,145
Income Taxes	0	0	0	0	0	0
Other Local Taxes	10,354	11,330	11,863	0	0	0
Licenses & Permits	0	0	0	7	8	13
Federal Grants	0	0	0	26,421	31,851	17,526
State Grants	0	0	0	3,886	4,583	3,514
Local Governments	0	0	0	88	100	100
Service Charges	0	0	0	4,194	4,321	4,350
Fines & Forfeitures	0	0	0	268	134	80
Interest Income	1,303	2,485	113	30	136	11
Rent Revenues	0	0	0	0	0	0
Miscellaneous	38	1,059	1,146	300	483	181
Total Revenues	$11,694	$14,874	$13,122	$49,646	$56,224	$40,920
Expenditures						
General Government	$2,052	$1,245	$2,207	$3,044	$12,199	3,923
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	20,182	15,455	12,754
Recreation, Parks & Tourism	0	0	0	39	506	506
Planning & Growth Mgmt.	0	0	0	8,501	8,823	11,821
Public Safety	0	0	0	19,690	18,838	18,189
Health & Social Services	0	0	0	1,830	2,628	2,414
Conservation of Natural Resources	0	0	0	569	300	31
Economic Development	0	0	0	166	990	275
Education Appropriations	0	0	0	31	740	60
Other	0	0	0	0	0	0
Debt Service	13,590	12,854	14,287	0	0	0
Total Expenditures	$15,643	$14,099	$16,493	$54,052	$60,480	$49,973
Operating Gain/(Loss)	($3,948)	$776	($3,371)	($4,406)	($4,255)	($9,053)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	2,256	2,579	3,371	0	0	0
Transfers In	0	0	0	5,597	5,284	6,646
Transfers Out	0	0	0	(353)	(18)	(300)
Net Change in Fund Balance	($1,692)	$3,355	$0	$838	$1,011	($2,708)
Fund Balance- Beginning of Year	22,731	21,039	24,394	39,883	40,721	41,732
Fund Balance - End of Year	$21,039	$24,394	$24,394	$40,721	$41,732	$39,024

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		
	FY2022 Actual	FY2023 Estimated	FY2024 Estimated	FY2022 Actual	FY2023 Estimated	FY2024 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	79	70	77	2	15	5
Federal Grants	0	0	0	0	0	0
State Grants	0	0	0	0	0	0
Local Governments	1,233	1,338	2,113	0	0	0
Service Charges	49,515	52,944	58,457	10,975	11,125	12,112
Fines & Forfeitures	1,002	1,010	1,000	0	0	0
Interest Income	126	26	30	52	925	400
Rent Revenues	287	300	332	0	0	0
Miscellaneous	8,973	1,754	6,054	(3)	0	0
Total Revenues	$61,215	$57,442	$68,062	$11,026	$12,065	$12,517
Expenditures						
General Government	$600	$676	$881	$111	$134	$161
Fiscal & Administrative Services	1,226	1,148	1,471	0	0	0
Public Works - Facilities	0	0	0	7,449	7,031	9,426
Public Works - Utilities	41,168	42,506	50,868	0	0	0
Community Services	0	0	0	0	0	0
Recreation, Parks & Tourism	0	0	0	0	0	0
Planning & Growth Mgmt.	1,521	1,116	1,260	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	3,029	3,123	3,818	81	52	46
Total Expenditures	$47,544	$48,569	$58,298	$7,641	$7,217	$9,633
Operating Gain/(Loss)	$13,671	$8,873	$9,764	$3,384	$4,848	$2,885
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out/Capital Contribution	0	0	0	0	0	0
Change in Net Assets	$13,671	$8,873	$9,764	$3,384	$4,848	$2,885
Net Assets- Beginning of Year	184,586	198,257	207,130	46,076	49,460	54,308
Net Assets- End of Year	$198,257	$207,130	$216,894	$49,460	$54,308	$57,193

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		
	FY2022 Actual	FY2023 Estimated	FY2024 Estimated	FY2022 Actual	FY2023 Estimated	FY2024 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	21	21
Local Governments	0	0	0	0	0	0
Service Charges	5,918	6,581	7,707	15,688	17,763	20,448
Fines & Forfeitures	0	0	0	0	0	0
Interest Income	12	3	3	16	192	12
Rent Revenues	0	0	0	1	78	83
Miscellaneous	0	0	0	235	126	0
Total Revenues	$5,930	$6,584	$7,710	$15,961	$18,179	$20,564
Expenditures						
General Government	$35	$50	$90	$127	$112	$190
Fiscal & Administrative Services	0	0	0	0	0	0
Public Works - Facilities	2,862	2,311	2,205	6,664	7,355	8,018
Public Works - Utilities	0	0	0	0	0	0
Community Services	0	0	0	46	124	140
Recreation, Parks & Tourism	0	30	30	1,843	2,025	2,025
Planning & Growth Mgmt.	1,795	2,185	2,330	5,894	6,473	9,923
Public Safety	0	0	0	113	174	108
Health & Social Services	0	0	0	0	0	0
Conservation of Natural Resources	69	77	138	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	982	1,238	1,570	9	11	10
Total Expenditures	$5,743	$5,890	$6,363	$14,696	$16,273	$20,415
Operating Gain/(Loss)	$187	$694	$1,347	$1,265	$1,906	$149
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	0	0	0	768	179	75
Transfers Out	0	(100)	(105)	0	(100)	(105)
Change in Net Assets	$187	$594	$1,242	$2,034	$1,985	$119
Net Assets- Beginning of Year	4,091	4,278	4,872	8,674	10,708	12,693
Net Assets- End of Year	$4,278	$4,872	$6,114	$10,708	$12,693	$12,812

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		
	FY2022 Actual	FY2023 Estimated	FY2024 Estimated	FY2022 Actual	FY2023 Estimated	FY2024 Estimated
Revenues						
Property Taxes	$0	$0	$0	$262,540	$269,369	$281,734
Income Taxes	0	0	0	171,198	164,141	169,000
Other Local Taxes	0	0	0	68,968	43,804	40,933
Licenses & Permits	81	85	82	1,081	1,139	1,059
Federal Grants	0	0	0	26,752	32,584	28,200
State Grants	21	21	21	8,988	14,112	19,695
Local Governments	1,233	1,338	2,113	620	210	100
Service Charges	82,096	88,413	98,724	19,054	17,594	16,994
Fines & Forfeitures	1,002	1,010	1,000	5,033	5,339	5,819
Interest	207	1,146	445	1,960	16,010	13,625
Rent Revenues	288	378	415	1,284	1,430	1,534
Miscellaneous	9,205	1,880	6,054	11,118	11,147	2,044
Total Revenues	$94,132	$94,271	$108,853	$578,595	$576,878	$580,737
Expenditures						
General Government	$874	$972	$1,322	$40,258	$55,554	$62,493
Fiscal & Administrative Services	1,226	1,148	1,471	8,844	10,133	10,905
Public Works - Facilities	16,975	16,698	19,649	15,718	14,321	17,945
Public Works - Utilities	41,168	42,506	50,868	0	0	0
Community Services	46	124	140	22,400	17,922	15,768
Recreation, Parks & Tourism	1,843	2,055	2,055	13,555	14,270	16,905
Planning & Growth Mgmt.	9,210	9,773	13,513	11,888	13,280	16,656
Public Safety	113	174	108	146,381	143,609	167,725
Health & Social Services	0	0	0	6,813	9,118	7,794
Conservation of Natural Resources	69	77	138	3,497	3,479	3,528
Economic Development	0	0	0	2,348	2,862	2,545
Education Appropriations	0	0	0	235,110	243,883	271,073
Other	0	0	0	245	0	124
Debt Service	4,101	4,424	5,444	45,360	46,796	47,393
Total Expenditures	$75,624	$77,950	$94,708	$552,416	$575,227	$640,853
Operating Gain/(Loss)	$18,508	$16,321	$14,145	$26,179	$1,651	($60,116)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	43,308	26,079	42,871
Transfers In	768	179	75	20,000	28,436	21,525
Transfers Out	0	(200)	(210)	(14,082)	(36,929)	(22,537)
Net Change	$19,276	$16,300	$14,010	$75,404	$19,237	($18,258)
Fund Balance- Beginning of Year	243,427	262,703	279,003	273,107	348,512	367,748
Fund Balance - End of Year	$262,703	$279,003	$293,013	$348,512	$367,748	$349,490

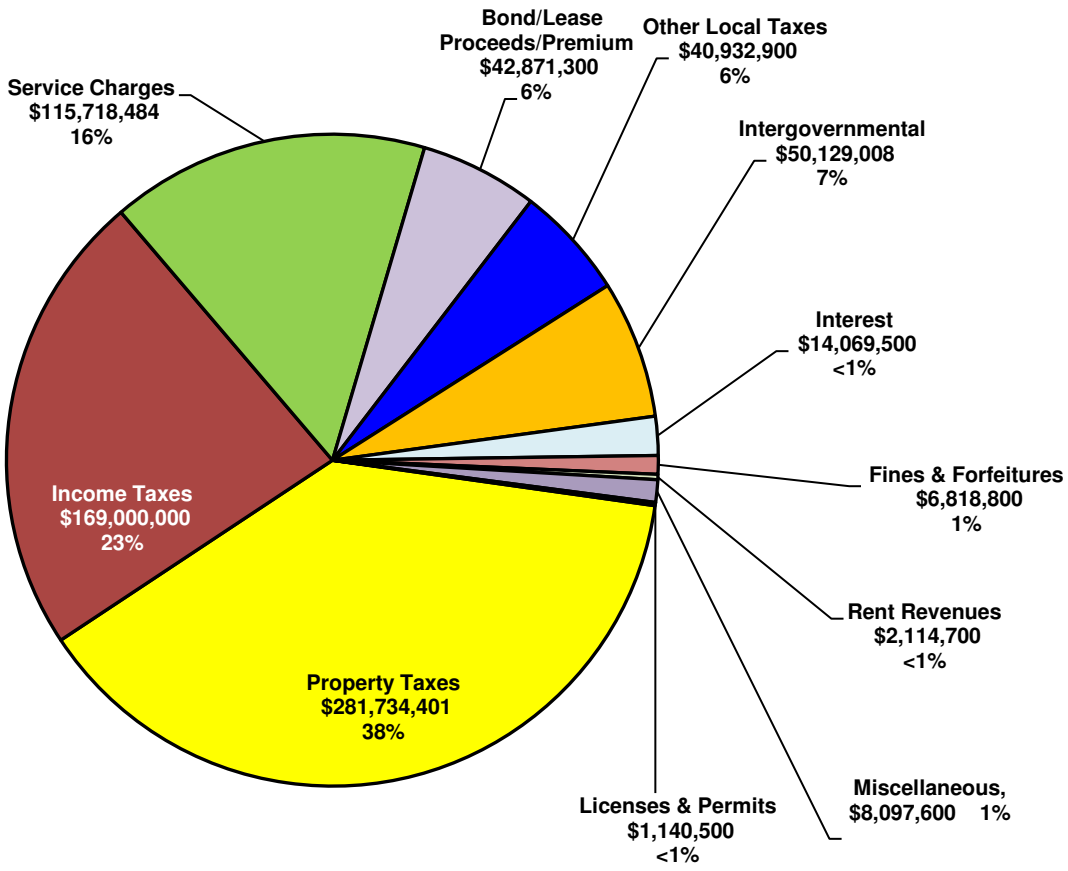
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

All Governmental Fund Types and Proprietary Funds
Three-Year Comparisons

(amounts expressed in thousands)

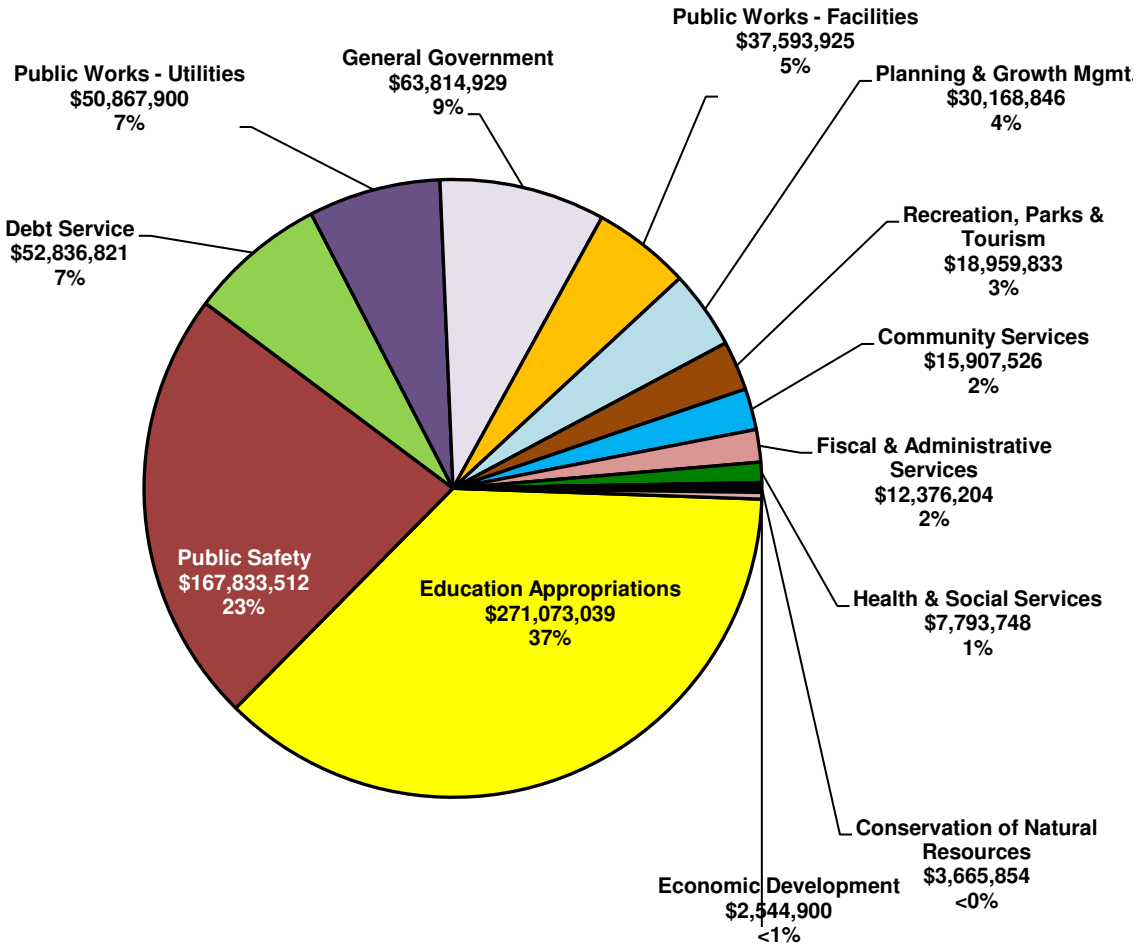
	TOTAL ALL FUNDS		
	FY2022 Actual	FY2023 Estimated	FY2024 Estimated
Revenues			
Property Taxes	$262,540	$269,369	$281,734
Income Taxes	171,198	164,141	169,000
Other Local Taxes	68,968	43,804	40,933
Licenses & Permits	1,162	1,224	1,141
Federal Grants	26,752	32,584	28,200
State Grants	9,009	14,133	19,716
Local Governments	1,853	1,548	2,213
Service Charges	101,150	106,007	115,718
Fines & Forfeitures	6,035	6,349	6,819
Interest	2,166	17,156	14,070
Rent Revenues	1,572	1,808	1,948
Miscellaneous	20,322	13,027	8,098
Total Revenues	$672,727	$671,149	$689,590
Expenditures			
General Government	$41,132	$56,526	$63,815
Fiscal & Administrative Services	10,070	11,282	12,376
Public Works - Facilities	32,693	31,018	37,594
Public Works - Utilities	41,168	42,506	50,868
Community Services	22,446	18,046	15,908
Recreation, Parks & Tourism	15,398	16,325	18,960
Planning & Growth Mgmt.	21,098	23,053	30,169
Public Safety	146,493	143,784	167,834
Health & Social Services	6,813	9,118	7,794
Conservation of Natural Resources	3,567	3,556	3,666
Economic Development	2,348	2,862	2,545
Education Appropriations	235,110	243,883	271,073
Other	245	0	124
Debt Service	49,461	51,220	52,837
Total Expenditures	$628,041	$653,177	$735,561
Operating Gain/(Loss)	$44,686	$17,972	($45,971)
Other Financing Sources/(Uses):			
Bond/Lease Proceeds/Premium	43,308	26,079	42,871
Transfers In	20,768	28,615	21,600
Transfers Out	(14,082)	(37,129)	(22,747)
Net Change	$94,680	$35,536	($4,248)
Fund Balance- Beginning of Year			
Fund Balance - End of Year			

FY2024 Total Estimated Revenues by Account Classification
Total = $732,460,893



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

FY2024 Total Estimated Expenses by Function
Total = $735,561,037



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: (2010 Census): 146,551; (2020 Census): 166,617; (2022 Estimate): 170,102

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

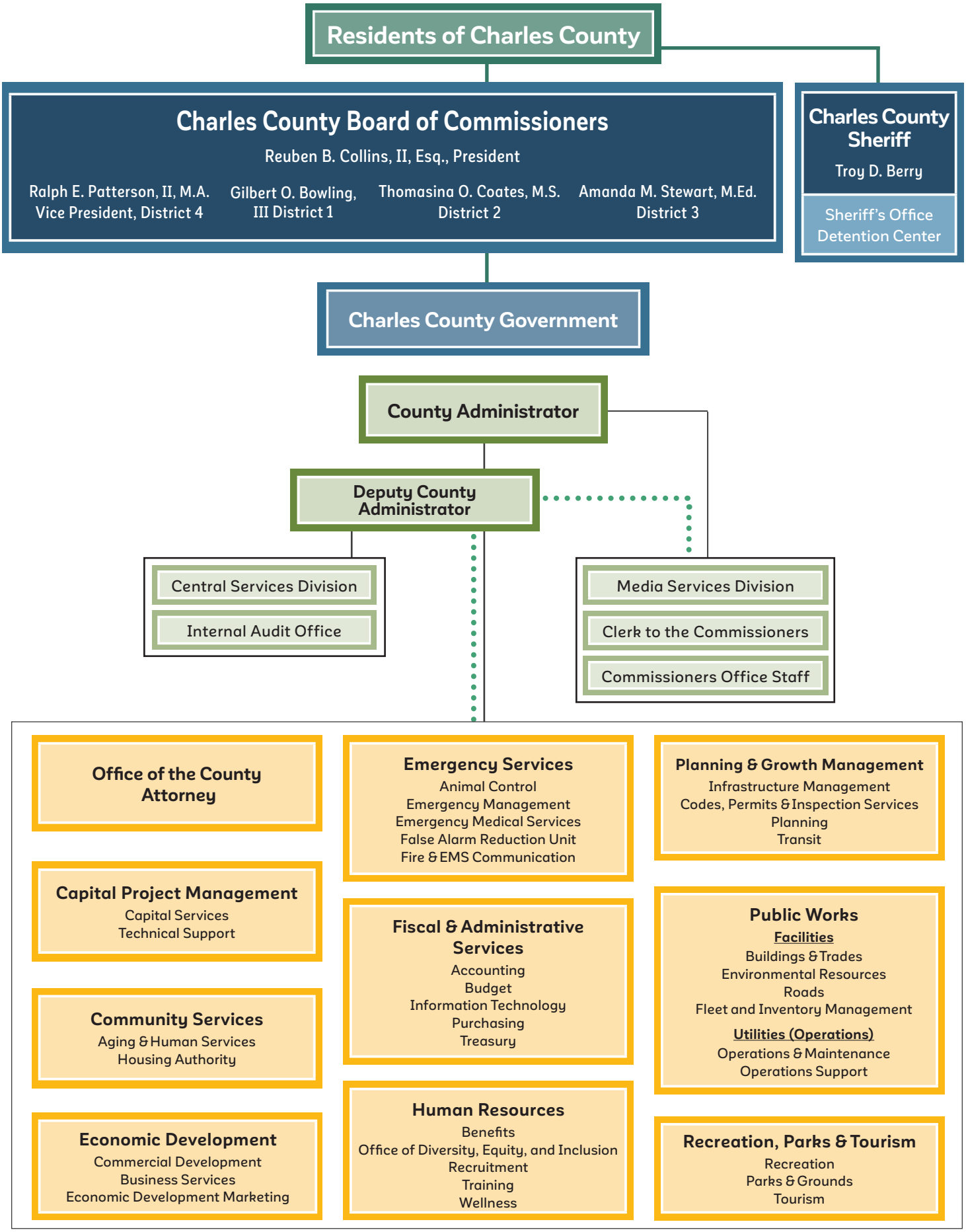
Visit the County's web site at: *www.CharlesCountyMD.gov*

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

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

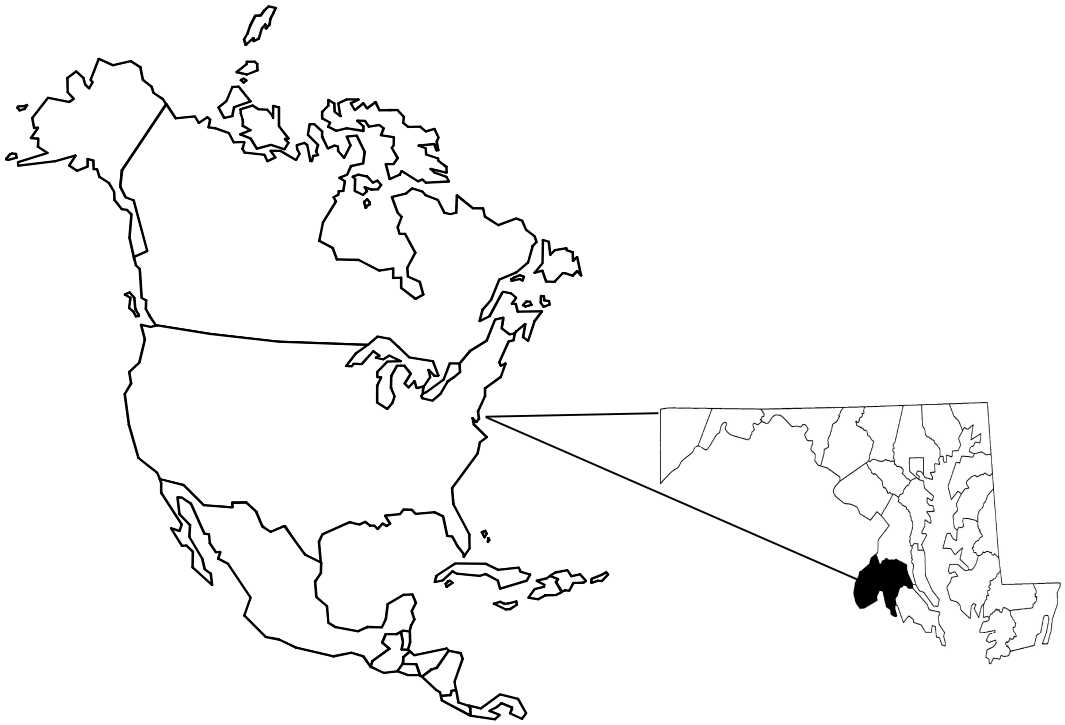
Visit the County's YouTube at: *https://www.youtube.com/user/CCGTVCommissioners*

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.


Residents of Charles County
Charles County Board of Commissioners
Reuben B. Collins, II, Esq., President
Ralph E. Patterson, II, M.A.
Vice President, District 4
Gilbert O. Bowling, III District 1
Thomasina O. Coates, M.S.
District 2
Amanda M. Stewart, M.Ed.
District 3
Charles County Sheriff
Troy D. Berry
Sheriff's Office
Detention Center
Charles County Government
County Administrator
Deputy County Administrator
Central Services Division
Internal Audit Office
Media Services Division
Clerk to the Commissioners
Commissioners Office Staff
Office of the County Attorney
Capital Project Management
Capital Services
Technical Support
Community Services
Aging & Human Services
Housing Authority
Economic Development
Commercial Development
Business Services
Economic Development Marketing
Emergency Services
Animal Control
Emergency Management
Emergency Medical Services
False Alarm Reduction Unit
Fire & EMS Communication
Fiscal & Administrative Services
Accounting
Budget
Information Technology
Purchasing
Treasury
Human Resources
Benefits
Office of Diversity, Equity, and Inclusion
Recruitment
Training
Wellness
Planning & Growth Management
Infrastructure Management
Codes, Permits & Inspection Services
Planning
Transit
Public Works
Facilities
Buildings & Trades
Environmental Resources
Roads
Fleet and Inventory Management
Utilities (Operations)
Operations & Maintenance
Operations Support
Recreation, Parks & Tourism
Recreation
Parks & Grounds
Tourism

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.

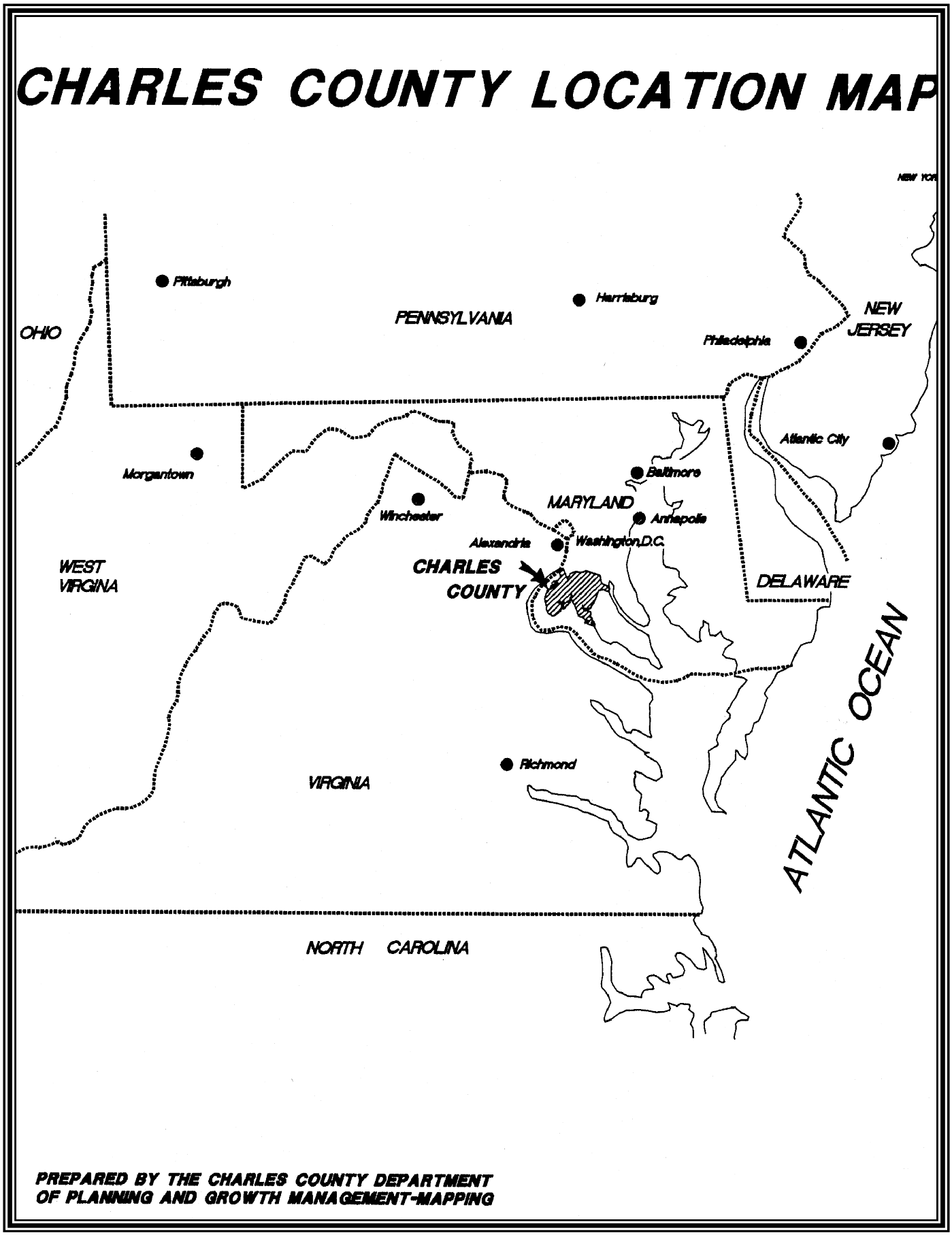


Location Driving distance from Waldorf *(in miles)*	
Atlanta, GA	609
Baltimore, MD	56
Boston, MA	452
Chicago, IL	710
New York, NY	241
Philadelphia, PA	152
Pittsburgh, PA	247
Richmond, VA	91
Washington, DC	25

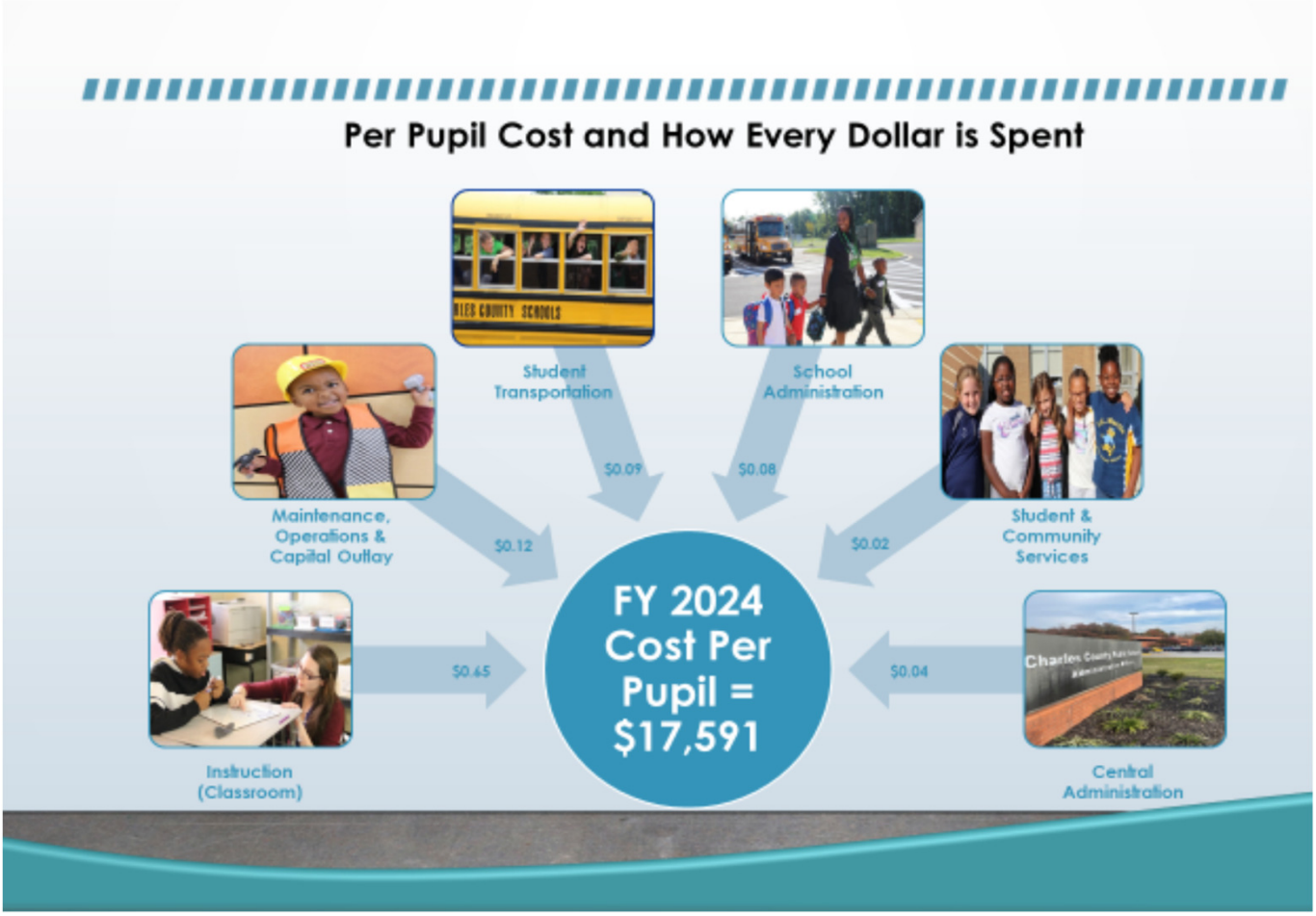
Source: MD Department of Commerce, Brief Economic Facts

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 VIRGINA
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 FY2015 - FY2024

Fiscal Year	FTE	Change	Percent
FY2015	25,413	(111)	-0.4%
FY2016	25,471	58	0.2%
FY2017	25,520	50	0.2%
FY2018	26,085	565	2.2%
FY2019	26,315	230	0.9%
FY2020	26,579	265	1.0%
FY2021	26,029	(550)	-2.1%
FY2022	25,986	(44)	-0.2%
FY2023	26,635	649	2.5%
FY2024 est.	27,330	695	5.2%

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, one football field and one basketball court. A separate area has been designated 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 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. Phase II of this project's construction is underway and will be completed late fall 2023. This project will include, redesign of the park entrance, ramp improvements, roadway improvements, drainage improvements along the roadway, a soft kayak launch, picnic area, additional parking, additional fencing, and new interpretive signs.

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. Open to the public 8:00 A.M. until dusk 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 open year-round for visitors. Boat rentals, pavilion rentals, and concessions are open April – November.

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 enthusiasts enjoy the benefits of this significant park facility. The trail 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: one multi-purpose synthetic turf field striped for football, soccer, and lacrosse, two full size baseball, five softball, three little league, 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 pavilion 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 with pickleball court overlay, 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 with pickleball court overlay, tot lot and playground, and a dog park. Athletic fields (for official league use by permit only) include the following lighted fields: one multi-purpose synthetic athletic field striped for football, soccer, lacrosse, and field hockey, one soccer field, one baseball field, and one Little League 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.

Mobile Recreation "Rec Xpress" – our mobile vehicle that provides recreational based activities to communities and parks throughout Charles County. Activities varies such as sports, arts & crafts, yard games and creative expressions. The activities calendar can be viewed on the county government website and social media pages.

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.

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. Exhibits recognize Maryland's male and female service members, including Native Americans and Black Americans. Take in military artifacts, models of battles, service uniforms, and more. The museum holds events and is open to the public for tours.

African American History

In 2012, a storm took out a large oak tree and uncovered evidence of a **Burial Ground at Serenity Farm**. Archeological research revealed 23 graves of enslaved men, women, and children dating from 1790-1810. Visitors must make an appointment with the farm to explore the area or request a tour. Hear the fascinating story behind the burial ground's discovery, learn about the people buried here, and recite the names of enslaved peoples from the area to honor the dead.

The Historic **McConchie One-Room School** exclusively served African Americans in Charles County and is now a living history museum offering a unique look into student life during racial segregation and the Jim Crow era. The Charles County Fair Board bought the school in 1992 and moved it from its original location on Route 6 to the fairgrounds in La Plata. The school is open to the public for special programs. Private tours are available by request.

Did you know?

- Established in 1658, Charles County is one of the oldest counties in Maryland.
- The largest Blue Heron Rookery on the East Coast is right here in Nanjemoy, with over 700 nests! We also have the second-largest Bald Eagle population in the state.
- Waldorf used to be known as Maryland's "Little Vegas." When gambling became legal in the 1950s, slots brought more money to the area than tobacco! Waldorf quickly became a hot spot for East Coasters and brought in big names such as Johnny Cash and Dolly Parton.

Family Attractions

There's fun for all ages at **Regency Furniture Stadium** in Waldorf, the home of the Southern Maryland Blue Crabs. While the best time to come is during a game, the stadium also hosts events throughout the year, such as Movies in the Outfield, Food Truck Festivals, Cornstalkers Trail of Terror, Pork in the Park, and the Blue Crabs Beer, Food, and Wine Festival. Kids will love Pinch's Playground, an exciting fenced-in area featuring play equipment and a rock-climbing wall.

The weather won't impact your visit to **Capital Clubhouse** in Waldorf, a massive indoor sports facility open year-round. Show off your ice-skating moves on the NHL-size rink or play a drop-in game of volleyball, basketball, lacrosse, or futsal.

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.

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** 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.

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.

Charles County's Food Roots

The waters of the Potomac and Patuxent Rivers have been a food source to Charles County residents for hundreds of years. Watermen harvest succulent crabs and oysters and reel in rockfish and catfish. Head to a dockside restaurant where you can kick back with a cocktail and feel yourself unwind as you look out over the water and anticipate the boat-to-table bounty you're about to receive.

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.

Cultural 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)

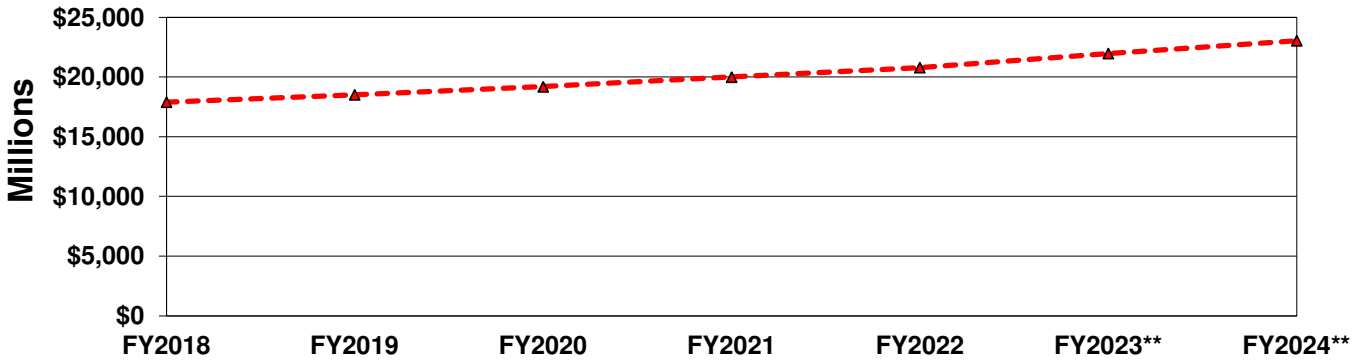
Fiscal Year Ended June 30th	Real Property Full Year	Real Property Partial Yr.	Business Personal Property	Railroads & Public Utilities	Ordinary Business Corporations	Total Assessed Value	Total Market Value**
2017	$16,259,808	$191,817	$9,542	$312,869	$221,588	$16,995,623	$17,308,492
2018	$16,801,931	$191,280	$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	$19,988,227
2022	$19,422,829	$271,832	$18,759	$409,954	$245,947	$20,369,321	$20,779,276
2023*	$20,608,328	$231,205	$15,775	$427,949	$250,401	$21,533,658	$21,961,607
2024*	$21,701,720	$201,000	$15,775	$427,949	$250,401	$22,596,845	$23,024,794

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 2023)

Taxpayer	Property Tax Billed [1]	
Southern Maryland Electric Coop Inc.	$5,925,735	
Dominion Cove Point LNG,LP	3,023,189	
CPV Maryland, LLC	2,388,200	**
GenOn Mid-Atlantic, LLC	1,681,536	**
SCG Atlas Westchester LLC	1,227,891	
Washington Gas Light Company	1,120,781	
Verizon Maryland Inc	1,071,368	
Potomac Electric Power Company	741,053	
Comcast of Maryland	699,223	
Madison Waldorf LLC	671,831	

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
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
2023	1.141	0.064	0.112	1.317	2.8525	0.16	0.28	3.2925
2024	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	$415,000 a
Divided by $100 increments	$100 b
Multiplied by the combined tax rate	$1.317 c
Total property taxes due	$5,466

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)

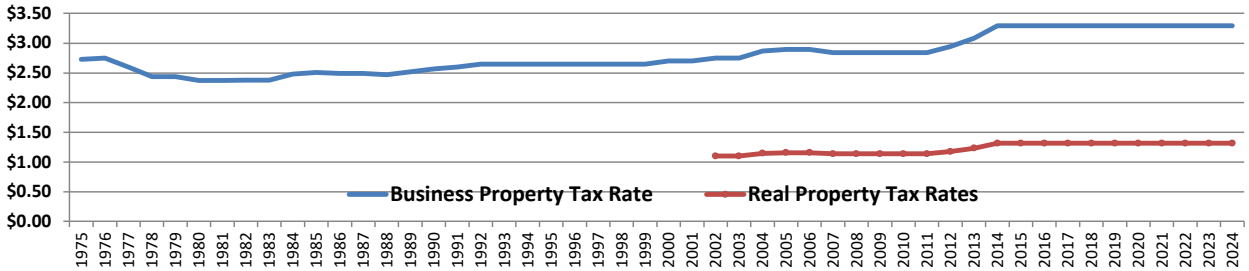
Fiscal Years		County (Including Education)	Fire and Rescue Tax	State
2018	.....	208,859,514	11,715,170	19,855,853
2019	.....	216,532,933	12,145,581	20,535,934
2020	.....	224,009,920	12,564,974	21,312,763
2021	.....	233,302,983	13,086,232	22,213,529
2022	.....	242,337,352	13,592,980	23,046,539
2023*	.....	256,288,343	14,375,507	24,411,845
2024 Est.	.....	268,563,243	15,064,021	25,616,743

Source: Audited financial statements of the County for the fiscal years 2018-2022

*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
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
2023	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$494,446,200
2024	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$527,362,100

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.)

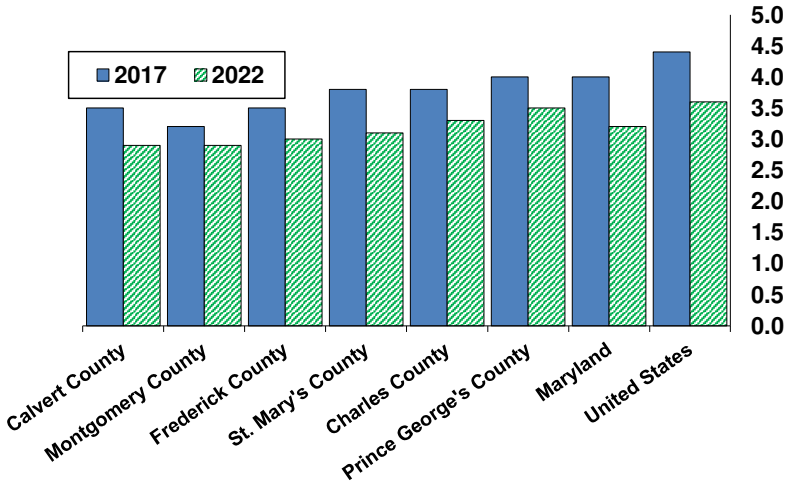
* Income Tax rates are shown as calendar years.

** 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.

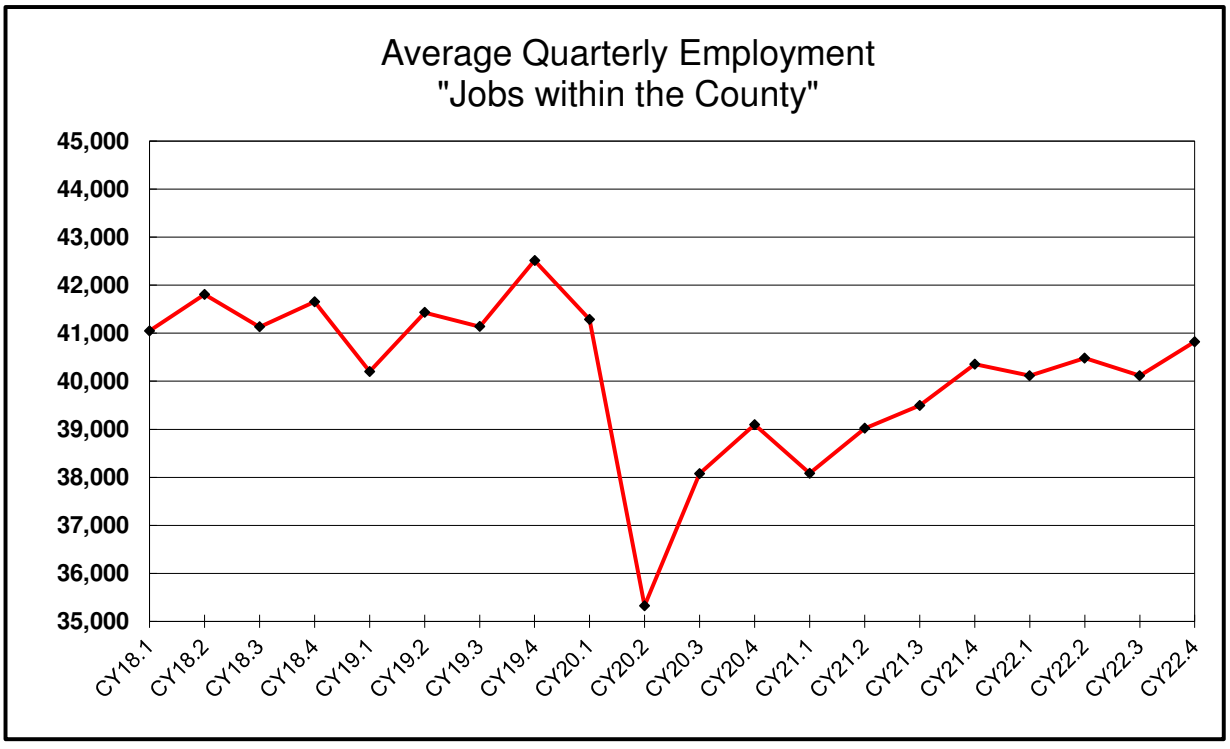
ECONOMIC AND STATISTICAL INFORMATION

Average Annual Unemployment Rate

Calendar Year:	2017	2022
Calvert County	3.5	2.9
Montgomery County	3.2	2.9
Frederick County	3.5	3.0
St. Mary's County	3.8	3.1
Charles County	**3.8**	**3.3**
Prince George's County	4.0	3.5
State of Maryland	4.0	3.2
United States	4.4	3.6



The average annual unemployment rate for Charles County is slightly higher 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 to the closure of many businesses during the COVID-19 pandemic. As the restrictions have been eased, employment has been increasing although it has not reached the level seen in prior years.

Source: Maryland Department of Labor, Licensing, & Regulation. Published August 2023.

ECONOMIC AND STATISTICAL INFORMATION

Major Employers

Employer	Number of Employees	Employer	Number of Employees
Naval Department of Defense at Indian Head	4,197	Waldorf Chevy/Cadillac, Honda, Ford, Toyota/Scion, Dodge	455
Charles County Board of Education	3,918	Target	400
Charles County Government	1,923	MedStar Shah	400
College of Southern Maryland	832	Chick-fil-A	336
UM Charles Regional Medical Center	767	ADJ Sheet Metal	316
Wal-Mart/Sam's Club	637	Lowe's	310
Southern MD Electrical Coop	507	Amazon	300
Safeway	465	Genesis Health Care Waldorf/La Plata Center	259

Source: Charles County Economic Development Department, 2023.

Hourly Wage Rates

Selected Occupations	Local Median	State Median	Selected Occupations	Local Median	State Median
Accountants & Auditors	$ 37.96	$ 37.53	Machinists	$ 30.74	$ 28.73
Aerospace Engineers	$ 59.42	$ 63.26	Network Administrators	$ 48.18	$ 48.53
Bookkeeping/Accounting Clerks	$ 22.52	$ 22.67	Packers and packagers, hand	$ 16.44	$ 14.29
Computer Systems Analyst	$ 38.75	$ 47.43	Retail Salesperson	$ 14.06	$ 13.88
Customer Service Representatives	$ 14.56	$ 17.93	Registered Nurse	$ 37.64	$ 37.67
Electrical Engineers	$ 50.30	$ 59.13	Secretaries	$ 21.76	$ 20.92
Electrical & Electronic Eng. Techs	$ 47.32	$ 40.83	Shipping/Receiving Clerks	$ 17.68	$ 17.68
Industrial Truck & Tractor Operators	$ 21.81	$ 20.41	Team Assemblers	$ 18.17	$ 17.41

Source: Maryland Department of Labor, Licensing and Regulation; lastest update available is as of April 2022. Wages were adjusted for inflationary pressure through 2021. 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 2021 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	1,201	1.8%	1.2%
$10,000 under $20,000	5,390	8.1%	2.4
$20,000 under $30,000	6,765	10.2%	2.5
$30,000 under $40,000	6,287	9.4%	2.4
$40,000 under $50,000	5,494	8.3%	2.5
$50,000 under $100,000	20,113	30.2%	3.0
$100,000 and over	21,302	32.0%	2.8
Taxable Returns	66,552	100.0%	2.6%
Non-Taxable	14,973		2.2
Total- All Returns	81,525		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 tenth 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	$ 108,048.00	4	$ 51,113.00	4
Calvert	$ 120,295.00	2	$ 50,496.00	5
Charles	**$ 107,808.00**	**5**	**$ 44,521.00**	**10**
Frederick	$ 106,129.00	6	$ 46,615.00	7
Howard	$ 129,549.00	1	$ 58,560.00	2
Montgomery	$ 117,345.00	3	$ 59,384.00	1
Prince George's	$ 91,124.00	11	$ 40,643.00	14
St. Mary's	$ 102,859.00	8	$ 44,208.00	11
State of Maryland	$ 91,431.00		$ 45,915.00	

Source: 2017-2021 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	2,669	2.4%	3.8%	4.8%
9th to 12th grade, no diploma	4,374	3.9%	5.4%	6.3%
High school graduate (includes equivalency)	33,092	29.7%	23.9%	26.5%
Some college, no degree	26,652	24.0%	18.4%	20.0%
Associate's degree	9,856	8.9%	6.9%	8.7%
Bachelor's degree	20,588	18.5%	22.0%	20.6%
Graduate or professional degree	14,022	12.6%	19.5%	13.1%
Population 25 years and over	111,253			
Percent high school graduate or higher		93.7%	90.8%	88.9%
Percent bachelor's degree or higher		31.1%	41.6%	33.7%

Source: 2017-2021 American Community Survey 5-Year Estimates

Charles County Sales and Use Tax Collections

As indicated in the following table Charles County had a 40.3% increase in tax collections for FY2022 due to COVID-19 impacts ending. Charles County represents 1.8% of the total state wide collection. The Sales and Use Tax Rate in Maryland is 6%.

(Dollars in Thousands) Class of Business	Fiscal Year 2022	Fiscal Year 2021	% Change	2022 % of Total	2021 % of Total
Food and Beverage	$35,764	$21,147	69.1%	28.8%	23.9%
General Merchandise	28,583	25,365	12.7%	23.0%	28.7%
Building and Contractors	24,329	17,683	37.6%	19.6%	20.0%
Automotive	9,579	5,767	66.1%	7.7%	6.5%
Miscellaneous	8,314	5,512	50.8%	6.7%	6.2%
Apparel	5,152	3,259	58.0%	4.2%	4.9%
Utilities and Transportation	4,893	4,299	13.8%	3.9%	3.7%
Furniture, Fixtures, & Appliances	4,770	3,572	33.5%	3.8%	4.0%
Hardware, Machinery, and Equipmen	2,750	1,839	49.6%	2.2%	2.1%
Total	$124,133	$88,444	40.4%	100.0%	100.0%
Assessment Collections	94	101	-6.2%		
Grand Total	$124,227	$88,544	40.3%		

Source: Comptroller of Maryland: Revenue Administration Division

ECONOMIC AND STATISTICAL INFORMATION

Population and Age Distribution

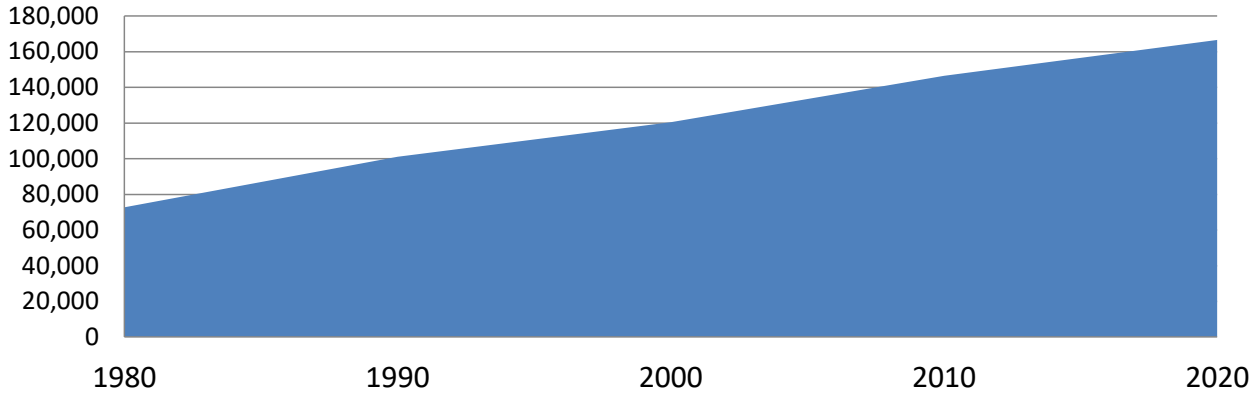
	1980	1990	2000	2010	2020	2022 (1)
Age						
Under 5	5,975	8,769	8,628	9,780	10,730	9,645
5-9	6,721	8,631	9,891	10,241	11,634	11,086
10-14	8,273	7,853	10,376	11,587	13,266	12,447
15-19	7,908	7,731	8,971	11,661	13,167	11,978
20-24	5,588	7,761	6,118	8,851	9,872	10,337
25-34	12,506	19,351	17,401	17,309	19,527	20,924
35-44	10,853	16,820	22,749	24,498	26,396	22,040
45-54	6,308	11,346	17,062	24,000	28,192	25,334
55-64	4,614	6,389	10,525	14,974	18,084	24,029
65-74	2,674	4,145	5,460	8,245	9,730	13,747
75 years or older	1,331	2,358	4,022	5,405	6,019	8,536
All Ages	**72,751**	**101,154**	**120,546**	**146,551**	**166,617**	**170,102**
Percent of Population						
Under 20 years	39.7%	32.6%	31.4%	29.5%	29.3%	26.5%
Over 64 years	5.5%	6.4%	7.9%	9.3%	9.5%	13.1%
Median age	26.7	30.2	35.1	37.4	37.4	38.8

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

(1) Based on U.S. Census 2022 Population Estimate

Average annual increase per 10 year increment…	***3.4%***	***1.8%***	***2.0%***	***1.3%***

Charles County Population
40 Year History



Race

White	40.0%
Black or African American alone	47.8%
Hispanic or Latino (of any race)	6.4%
Asian	3.3%
Other	2.5%

Gender

Women	51.7%
Men	48.3%

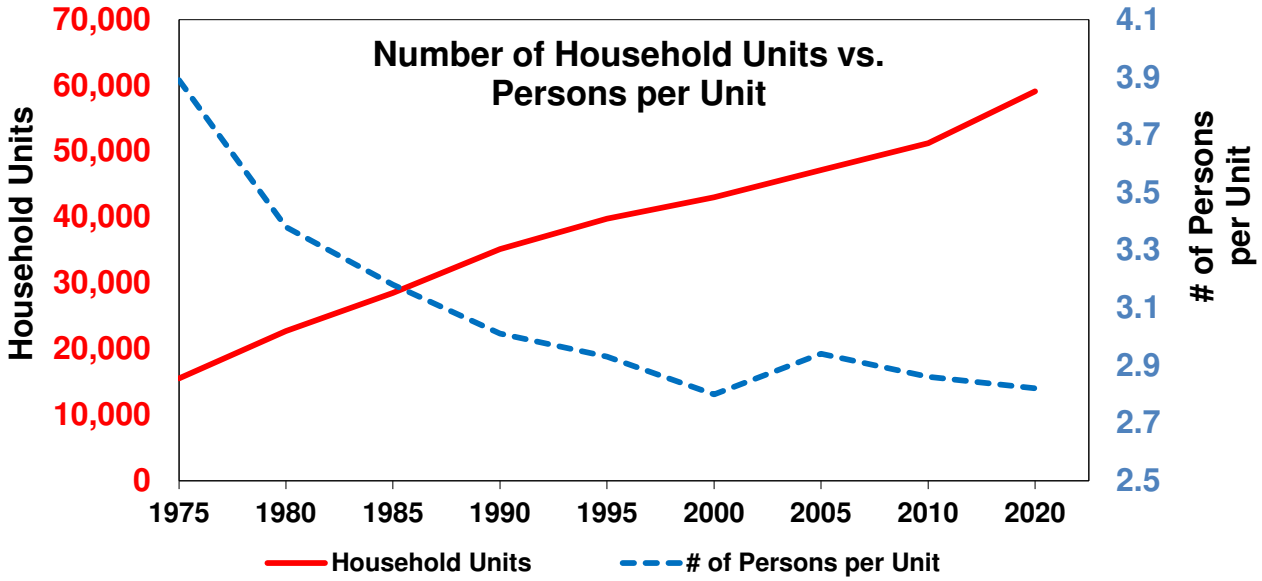
Source: U.S. Census Bureau, 2017-2021 American Community Survey 5-year estimates

ECONOMIC AND STATISTICAL INFORMATION

Persons Per Residential Household

The total housing units for Charles County is estimated at 60,921. Per the 2020 Census the occupancy rate for Charles County is 95.1%. The number of persons per unit was on a decline from 1975 to 2000 and has leveled off to the current 2.79 persons per unit.

Calendar Year Ending	Number of Occupied Housing Units	Number of Persons Per Unit
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)	59,107	2.82
2022 (3)	60,921	2.79



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

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

(2) U.S. Census Bureau, Census 2020

(3) Based on U.S. Census 2020 data for occupied housing units, with new Charles County U & O permit data added to 2020 number.

Type of Housing Units

	% of Total		% of Total
1 unit- detached	70.8%	5 to 9 units	1.4%
1 unit- attached	19.7%	10 to 19 units	1.7%
2 units	0.2%	20 or more units	4.1%
3 or 4 units	1.1%	Mobile home or other	1.0%

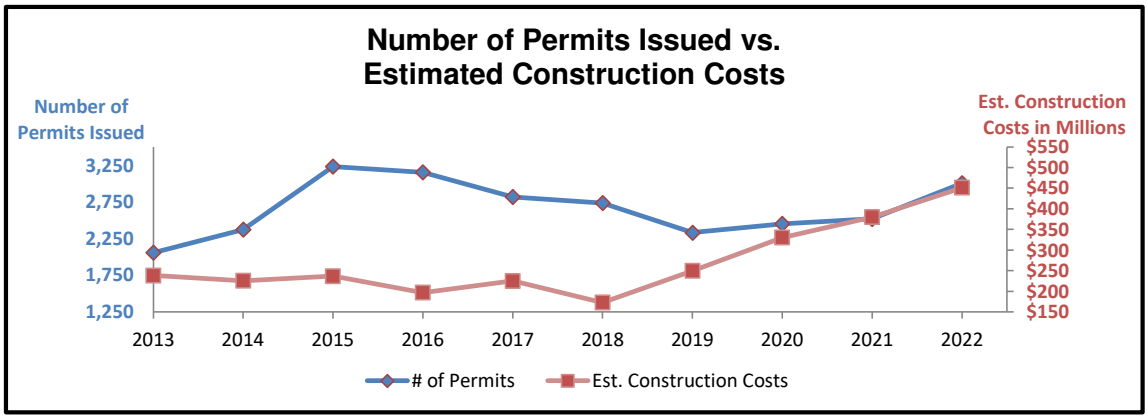
Source: U.S. Census Bureau, 2017-2021 American Community Survey 5-year estimates.

ECONOMIC AND STATISTICAL INFORMATION

As set forth in the Ten-Year Building Permit Summary, the County has experienced steady growth. The County issued 827 new residential units in 2022.

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
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
2021	758	11	1,519	231	2,519	380,000,298
2022	827	12	1,841	324	3,004	450,927,328



As shown below, the average cost of new single family dwelling units for FY2022 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.
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%
2021	213,092,544	502	424,487	20.3%
2022	202,000,462	422	478,674	12.8%

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 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 luxury residential and R&D complex on 64-acres; home to Marriott Residence Inn. 20,000 sf medical building recently delivered.

Fox Trail Business Park - 120-acre site, located on Route 227. Business Park zoned with public water and sewer available. 90,000 sf US Army Reserve Training Facility already developed on site.

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	$8.00	$12.00	$11.00
Office	$60,000	$2,500,000	$325,000	Flex/R&D/Technology	$10.00	$15.00	$12.00
				Class A Office	$21.00	$30.00	$23.00

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 FY2024 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 **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.

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

5 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.

6 **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.

7. This column contains the actual funds spent in each budget category during **FY2022**. For further explanation on what is included in the individual Character of Expenditures, please refer to the Glossary.

8. The **Adopted FY2023 Budget** is listed in this column.

9. The **FY2024 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 **FY2023 Amended Budget** is reported due to frequent late changes to grant awards and budgets.

10. The **FY2024 Adopted Budget** is listed in this column.

11 The **amount of change expressed in dollars** comparing the FY2023 Adopted Budget and the FY2024 Adopted Budget. Special Revenue funds show change to FY2023 Amended Budget.

12 The **percentage change (%) column** represents the monetary change from FY2023 Adopted Budget to FY2024 Adopted Budget expressed as a percentage. Special Revenue funds show percentage change to FY2023 Amended Budget.

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

14. 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.

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

16 The **Positions** section provides full-time equivalent information concerning the number of employees and job titles for a particular Department or Agency for FY20 through FY24.
NOTE: The personnel within departments are displayed according to the chargeable account.

17. **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 FY20 to FY22 are included, as well as a projection for FY23, and an estimate for FY24.
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.
Division\Program: 3.
Program Administrator: 5.
Fund: 4.

Address:
www.charlescountymd.gov 6.
Phone Number:
Hours:

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services Fringe Benefits Operating Costs Transfers Out Capital Outlay	7.	8.	9.	10.	11.	12.
Total Expenditures						
Revenues 13.						

Changes and Useful Information: 14.

-
-
-

Description: 15.

Positions: 16.

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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:

	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated

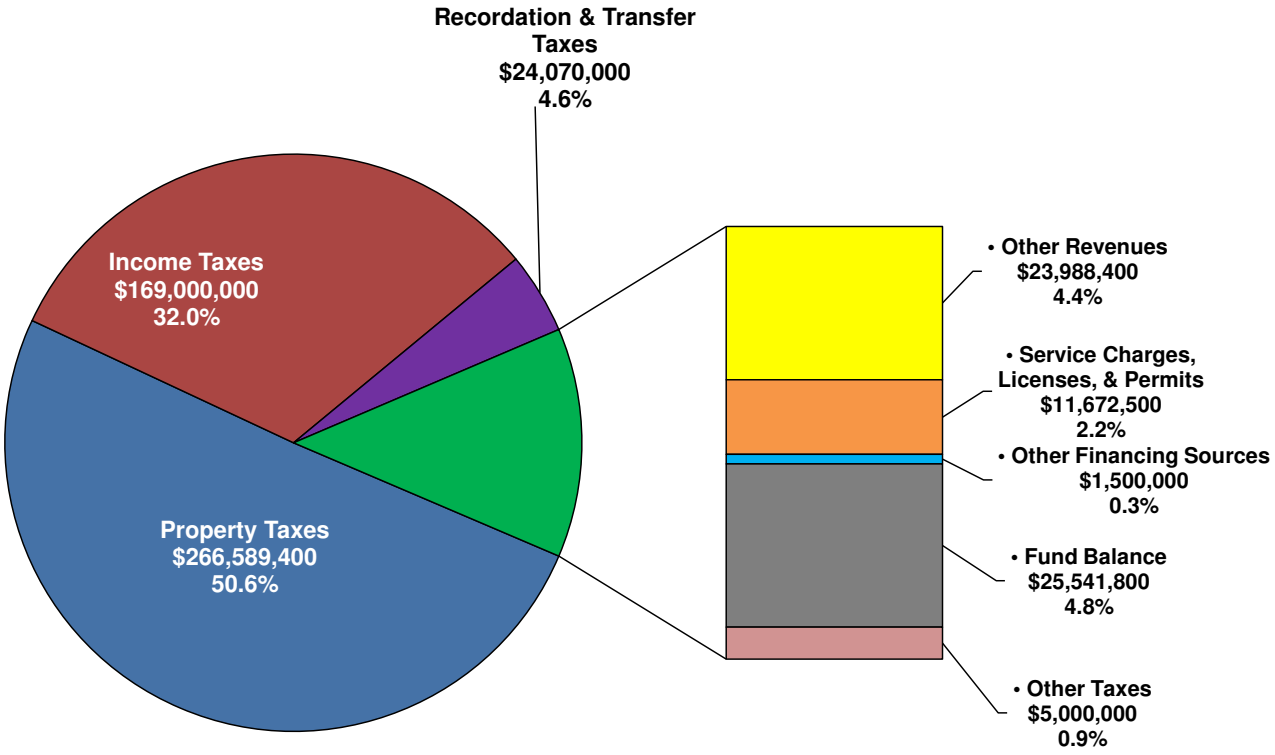
17.

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:

FY2024 General Fund Revenues/Financing Sources
TOTAL APPROVED = $527,362,100



REVENUE BREAKDOWN

PROPERTY TAXES	**50.6%**		**$266,589,400**
Real & Personal		271,060,600	
Penalties, Interest & fees		900,000	
Tax Credits		(5,371,200)	
RECORDATION & TRANSFER TAXES	**4.6%**		**$24,070,000**
OTHER TAXES	**0.9%**		**$5,000,000**
Hotel/Motel Tax		$1,240,000	
Highway User		2,830,000	
Admission Tax		810,000	
Heavy Equipment		120,000	
OTHER FINANCING SOURCES	**0.3%**		**$1,500,000**
Transfer: Capital Project Fund		$1,200,000	
Special Revenue: Cable Fund		300,000	
FUND BALANCE APPROPRIATION	**4.8%**		**$25,541,800**

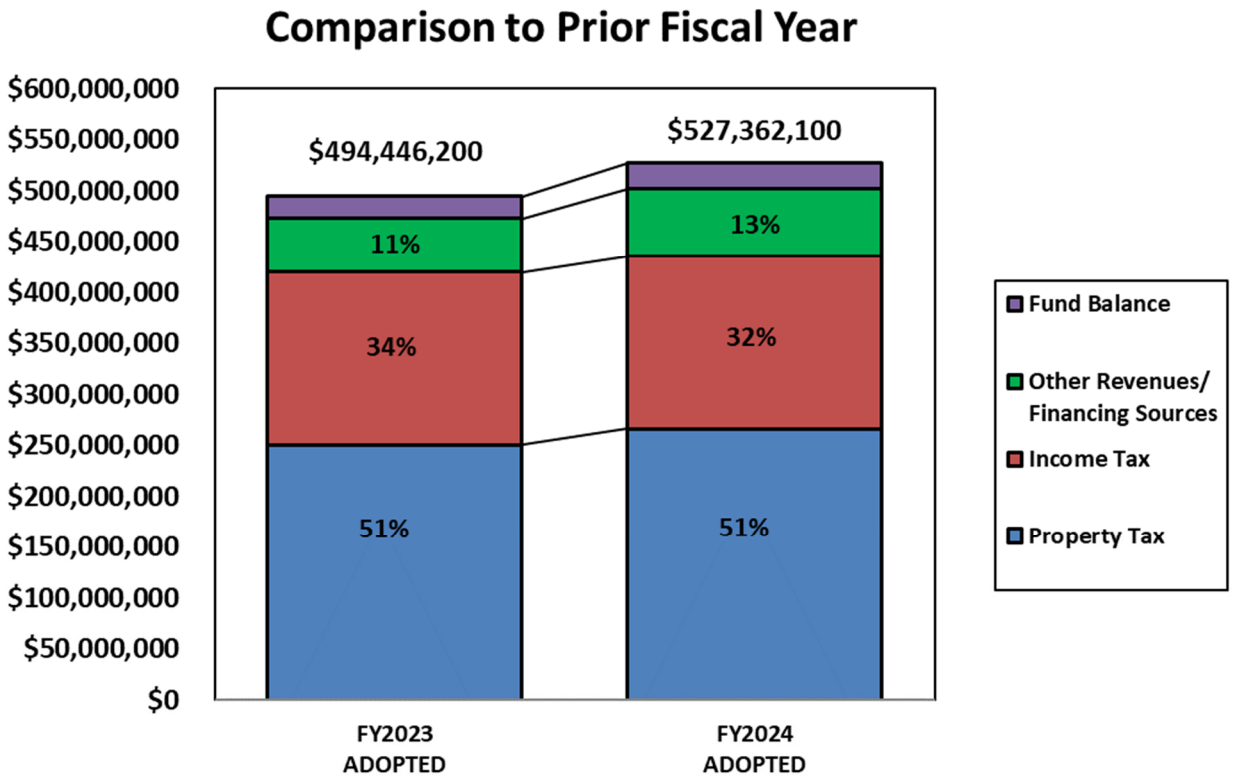
INCOME TAX	**32.0%**		**$169,000,000**
SERVICE CHARGES, LICENSES, & PERMITS	**2.2%**		**$11,672,500**
EMS Billing fee		$1,900,000	
Reclaimed Water Sales		1,183,700	
911 fees		1,800,000	
Licenses & Permits		1,046,000	
Indirect Cost Allocation		2,797,800	
Park Fees		882,400	
Remaining		2,062,600	
ALL OTHER REVENUES	**4.4%**		**$23,988,400**
Fines & Forfeitures		$5,738,800	
Rent		1,533,900	
State Grants		2,599,700	
Interest		13,500,000	
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 FY2024 Budget was adopted at $527.4 million compared to the FY2023 Budget of $494.4 million, a $33.0 million increase. Real and business personal property tax receipts are estimated to increase by $15.8 million and income taxes are estimated to remain level with the FY2023 adopted budget. Recordation taxes and transfer taxes were conservatively estimated and are also estimated to remain at the FY2023 Adopted Budget level. Other income increase of $13.1 million is mainly due to the county earning higher interest rates from investments due to rising interest rates. Financing sources are increasing by $3.1 million mostly due to changes in the use of reserved fund balance. Revenue variances to FY2023 for all other sources, other than the ones previously mentioned, net to a total increase of $848,900.



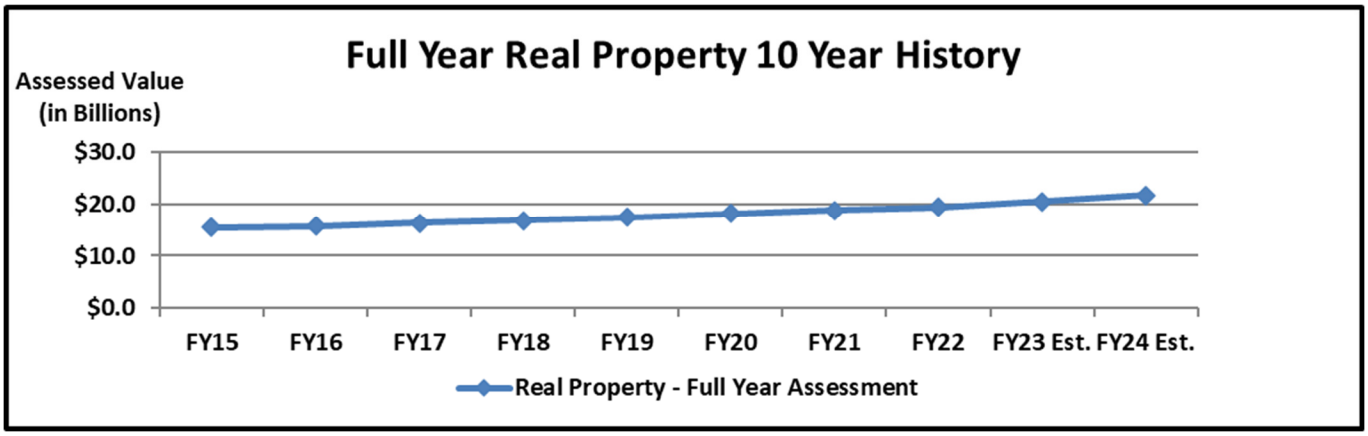
NOTE: Percentages (%) noted in graph represent the percent of Total Operating Revenues and Financing Uses. Fund Balance was 4% for the Adopted Budget in FY2023 and 4% for the Adopted Budget in FY2023.

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 $247.4 million in FY2024.



The FY2024 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 FY2024 is estimated to increase by 7.1% in comparison to FY2023. **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 FY2024 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 $40.3 million to $106.7 million. **The estimated quarterly additions for Fiscal Year 2024 are $67.0 million per quarter.**

	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Estimate	FY2024 Estimate
¾ Year	$44.0	$62.6	$54.3	$81.3	$69.4	$67.0
½ Year	$56.3	$73.0	$82.4	$83.9	$73.2	$67.0
¼ Year	$62.8	$40.3	$66.4	$106.7	$88.6	$67.0

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.

FY2024 revenues are estimated by the Charles County Department of Fiscal and Administrative Services and are based on FY2023 assessments. **The tax rate remains constant at $2.8525 per $100 of assessed value.**

	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Estimate	FY2024 Estimate
Assessment	$333,493,300	$331,460,300	$390,738,250	$409,954,420	$427,948,850	$427,948,850

BUSINESS PERSONAL PROPERTY

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

FY2024 revenues are estimated by the Charles County Department of Fiscal and Administrative Services and are based on FY2019 through FY2022 assessments. **The tax rate remains constant at $2.8525 per $100 of assessed value.**

	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Estimate	FY2024 Estimate
Assessment	$9,664,600	$9,091,800	$8,330,760	$18,758,880	$15,774,970	$15,775,000

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.

FY2024 revenues are estimated by the Charles County Department of Fiscal and Administrative Services using historical trends and certain assumptions. **The tax rate remains constant at $2.8525 per $100 of assessed value.**

	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Estimate	FY2024 Estimate
Assessment	$247,061,400	$232,315,500	$237,161,180	$245,947,150	$250,401,030	$250,401,030

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 began in FY2017 and was renegotiated in FY2021. The FY2024 budget was based on the power plant's deactivation of Morgantown 1 and 2 generating units effective on May 31, 2022. The information listed below represent the General Fund portion only. Total revenues may differ from the total PILOT agreement.

	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Estimate	FY2024 Estimate
Competitive Power Venture	$3,346,203	$3,346,203	$3,226,109	$2,588,345	$2,488,266	$2,388,187
GenOn Mid-Atlantic	$7,953,575	$7,953,575	$7,953,263	$6,887,411	1,681,536	$1,400,783

GENERAL FUND-Revenue Descriptions

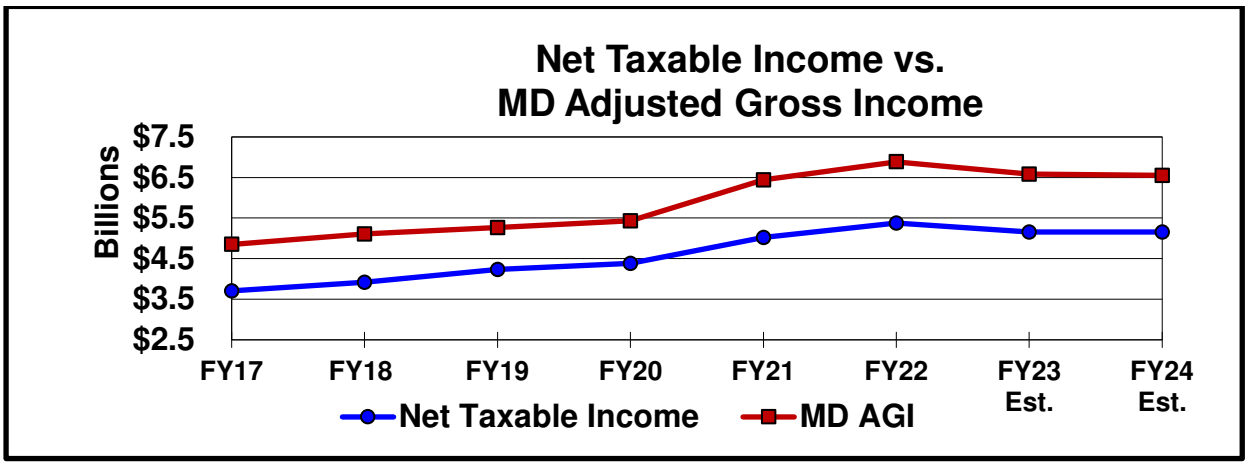
PROPERTY TAX CREDITS

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 $2.3 million for FY2024.

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

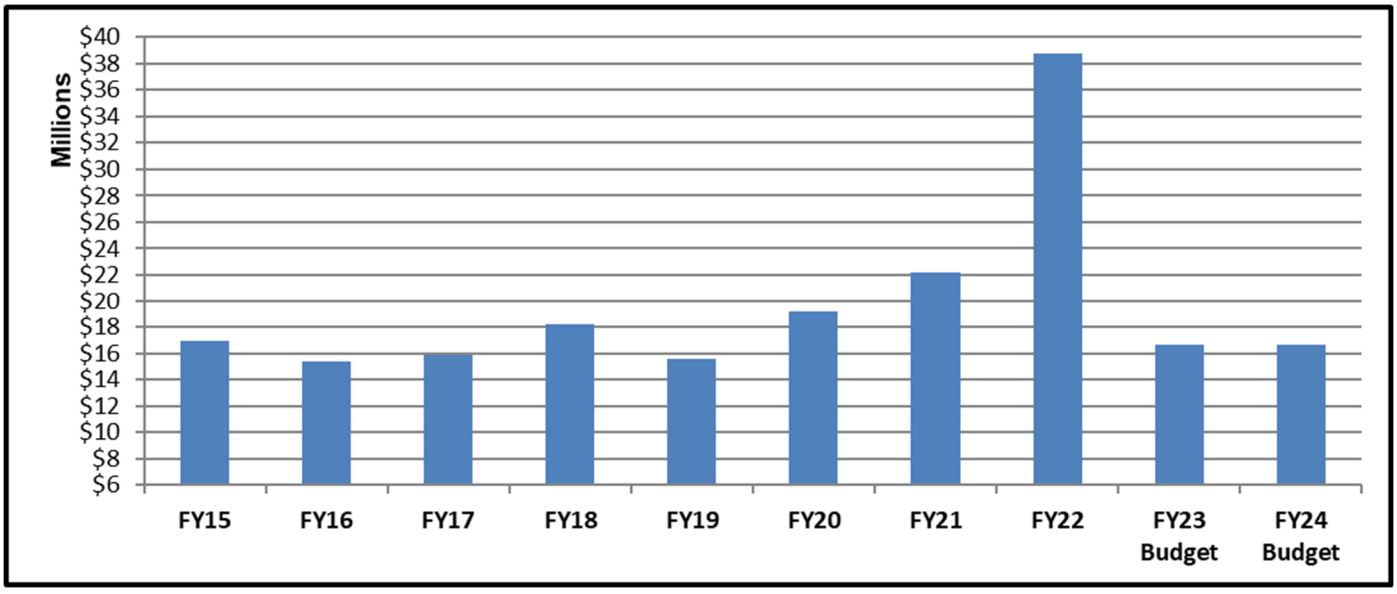
Income tax revenue is generated from the local tax liability of residential income tax returns. The Department of Fiscal and Administrative Services uses the information received from economists at conferences and information provided by the State Bureau of Revenue Estimates to estimate Income Tax revenues. 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 32% 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 FY2024**. 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. The Recordation tax revenue budget is conservatively estimated for FY2024 and remains flat with FY2023.



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 FY2024**. Real Property Transfer tax revenue is conservatively estimated to generate $7,470,000 in FY2024. 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 monthly. 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 FY2024 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 current trends, the budget for FY2024 was increased by $150,000.

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. Due to current trends, the budget for FY2024 increased by $90,000.

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. Per the funding provided in the State budget for this grant, the budget decreased by $156,000.

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. FY2024 revenues are expected to generate $1.9 million. EMS billing is covered by Medicare, Medicaid, and commercial insurance policies. The major factor affecting this source is the number of calls responded to.

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 FY2024 budget of $1,800,000 is a $48,000 increase from the FY2023 adopted budget.

INDIRECT COST ALLOCATION

The County assesses 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 FY2024 budget is estimated to equal $2,797,800.

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 FY2024 budget is estimated to equal $1,183,700.

FINES AND FORFEITURES

The County collects fines for the Red Light Camera, Speed Camera, Bus Camera, and False Alarm programs. For Fiscal Year 2024, Fines & Forfeitures revenues are estimated to remain the same as the FY2023 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. FY2024 is estimated to be $13,500,000 which is a $12,900,000 increase over the FY2023 budget due to higher earnings from investments due to rising interest rates.

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 $25.5 million in Fund Balance is approved for FY2024. These funds were formally reserved to fund priority one-time items in the FY2024 operating budget including funding to support the capital improvement program, funding a one-time bonus for full time employees, feasibility studies, and other one-time items that supports Commissioner goals and objectives. Fund balance reserves were already established and are utilized in FY2024 to help offset revenue losses from the Morgantown power plant deactivation, and to smooth the impact of the teacher's incentive grant for Charles County Public Schools and the Other Post-Employment Benefits contribution per the County's strategic plan.

GENERAL FUND OPERATING BUDGET

	FY2022 Actual	FY2023 Adopted	FY2024 Adopted	$ Change from FY2023	% Chg.
REVENUES					
Operating Revenues					
Property Taxes	$248,087,176	$250,752,800	$266,589,400	$15,836,600	6.3%
Income Tax	171,197,766	169,000,000	169,000,000	0	0.0%
Recordation Tax	38,745,275	16,600,000	16,600,000	0	0.0%
Transfer Tax	15,348,723	7,470,000	7,470,000	0	0.0%
Other Taxes	4,520,388	4,230,000	5,000,000	770,000	18.2%
Service Charges	9,755,639	9,921,300	10,626,500	705,200	7.1%
Intergovernmental	2,308,582	3,226,000	2,599,700	(626,300)	-19.4%
Licenses & Permits	1,074,019	1,046,000	1,046,000	0	0.0%
Fines & Forfeitures	4,765,111	5,738,800	5,738,800	0	0.0%
Other Income	5,379,205	2,549,700	15,649,900	13,100,200	513.8%
Total Operating Revenues	**$501,181,885**	**$470,534,600**	**$500,320,300**	**$29,785,700**	**6.3%**
Other Financing Sources					
Transfer from Capital Project Fund	2,671,800	2,045,000	1,200,000	(845,000)	-41.3%
Transfer from Special Revenue Fund	0	500,000	300,000	(200,000)	-40.0%
Reserved Fund Balance	0	21,366,600	25,541,800	4,175,200	19.5%
Total Other Financing Sources	**$2,671,800**	**$23,911,600**	**$27,041,800**	**$3,130,200**	**13.1%**
TOTAL REVENUES & OTHER FINANCING USES	**$503,853,685**	**$494,446,200**	**$527,362,100**	**$32,915,900**	**6.7%**
EXPENDITURES					
Board of Education	$200,686,400	$212,686,400	$218,767,000	$6,080,600	2.9%
Sheriff's Office	103,044,228	107,992,500	121,304,100	13,311,600	12.3%
Debt Service	32,362,918	34,499,200	33,106,400	(1,392,800)	-4.0%
County Administered					
Emergency Services	21,098,330	22,680,900	26,236,900	3,556,000	15.7%
Public Works - Facilities	15,718,137	16,553,400	17,945,200	1,391,800	8.4%
Recreation, Parks, and Tourism	9,667,932	11,138,600	12,783,700	1,645,100	14.8%
Fiscal & Administrative Services	7,963,564	8,964,600	10,683,400	1,718,800	19.2%
Planning & Growth Management	7,401,473	8,305,500	9,906,000	1,600,500	19.3%
Community Services	2,379,825	2,992,700	3,241,300	248,600	8.3%
Economic Development	2,044,307	2,025,800	2,131,900	106,100	5.2%
General Government	5,005,250	6,066,600	6,783,100	716,500	11.8%
Total County Administered	$71,278,818	$78,728,100	$89,711,500	$10,983,400	14.0%
College of Southern MD	9,921,200	10,219,200	10,766,600	547,400	5.4%
Library	4,584,000	5,387,000	5,334,800	(52,200)	-1.0%
Health Department	2,999,462	3,632,000	3,246,300	(385,700)	-10.6%
Other General Government	21,423,065	26,657,300	27,918,100	1,260,800	4.7%
Other Agencies/Misc.	3,364,234	3,617,500	3,704,300	86,800	2.4%
Contingency	0	0	124,000	124,000	N/A
Total Expenditures	**$449,664,323**	**$483,419,200**	**$513,983,100**	**$30,563,900**	**6.3%**
Other Financing Uses					
Capital Project Pay-as-you-go	5,218,320	11,027,000	13,379,000	2,352,000	21.3%
Total Other Financing Uses	**$5,218,320**	**$11,027,000**	**$13,379,000**	**$2,352,000**	**21.3%**
TOTAL EXPENDITURES & OTHER FINANCING USES	**$454,882,644**	**$494,446,200**	**$527,362,100**	**$32,915,900**	**6.7%**
SURPLUS/(DEFICIT)	**$48,971,041**	**$0**	**$0**	**$0**	

GENERAL FUND OPERATING BUDGET

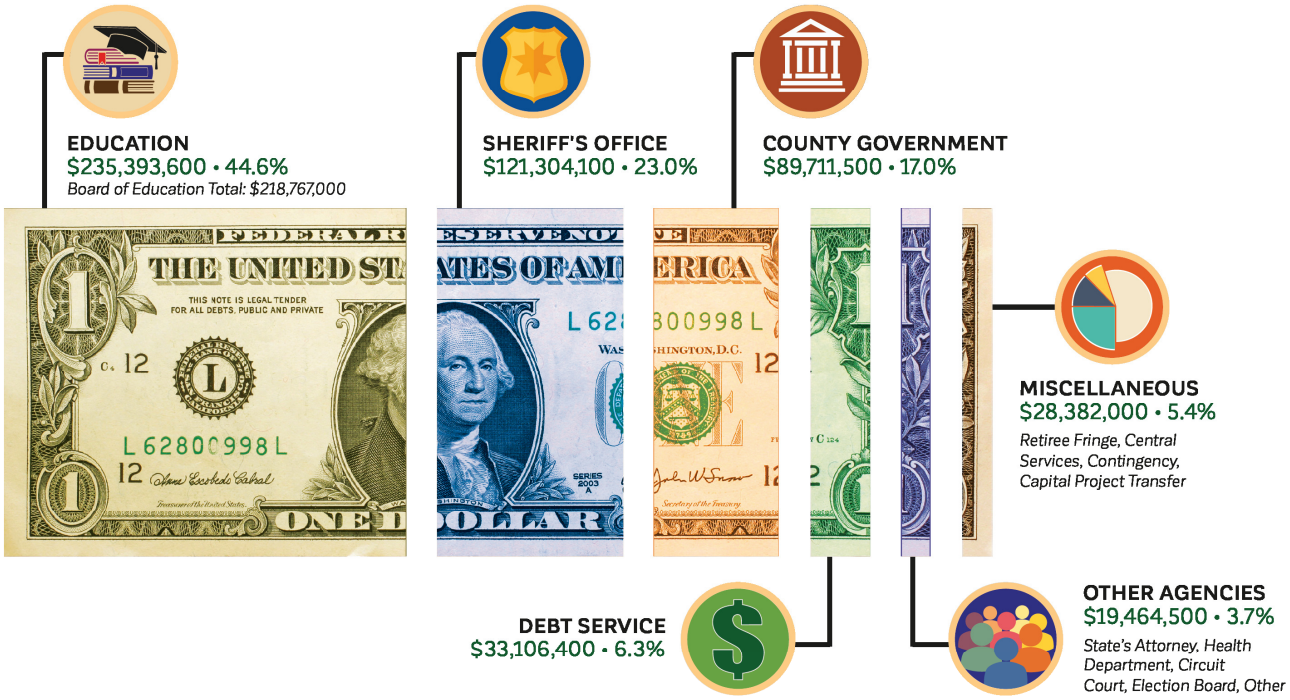
	FY2022 Actual	FY2023 Adopted	FY2024 Adopted	$ Change from FY2023	% Chg.
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
PROPERTY TAXES:					
Real Property - Full Year	$220,690,106	$231,011,000	$247,377,000	$16,366,000	7.1%
Real Property - Half Year	497,722	359,400	382,200	22,800	6.3%
Real Property - Quarter Year	302,316	179,700	191,100	11,400	6.3%
Real Property - Three-Quarter Year	661,809	539,000	573,000	34,000	6.3%
Business Personal Property	527,610	238,000	268,000	30,000	12.6%
Railroads & Public Utilities	11,709,925	11,699,000	12,011,000	312,000	2.7%
Ordinary Business Corp.	7,026,170	6,838,600	7,238,100	399,500	5.8%
Payment in Lieu of Tax: Morgantown	6,888,177	897,800	632,000	(265,800)	-29.6%
Payment in Lieu of Tax: CPV	2,588,345	2,488,300	2,388,200	(100,100)	-4.0%
Penalties & Interest	571,339	600,000	600,000	0	0.0%
Half Year Tax Billing	15,132	15,200	300,000	284,800	1873.7%
Subtotal	$251,478,651	$254,866,000	$271,960,600	$17,094,600	6.7%
Homestead Tax Credit	(246,660)	(730,000)	(1,870,000)	(1,140,000)	156.2%
Low Income Tax Credit	(609,787)	(700,000)	(700,000)	0	0.0%
Senior Tax Credit	(291,473)	(320,000)	(320,000)	0	0.0%
Ag. Preservation Tax Credit	(131,132)	(130,000)	(140,000)	(10,000)	7.7%
Tax Differ.- La Plata	(1,988,685)	(2,100,000)	(2,200,000)	(100,000)	4.8%
Tax Differ.- Indian Head	(117,590)	(125,000)	(133,000)	(8,000)	6.4%
Surviving Spouse Tax Credit	(6,146)	(8,000)	(8,000)	0	0.0%
Conservation Easement Tax Credit	0	(200)	(200)	0	0.0%
Subtotal	($3,391,475)	($4,113,200)	($5,371,200)	($1,258,000)	30.6%
Total Property Taxes	**$248,087,176**	**$250,752,800**	**$266,589,400**	**$15,836,600**	**6.3%**
INCOME TAX	**$171,197,766**	**$169,000,000**	**$169,000,000**	**$0**	**0.0%**
RECORDATION TAX	**$38,745,275**	**$16,600,000**	**$16,600,000**	**$0**	**0.0%**
TRANSFER TAX	**$15,348,723**	**$7,470,000**	**$7,470,000**	**$0**	**0.0%**
OTHER TAXES:					
Hotel/Motel Room	$1,232,652	$1,150,000	$1,240,000	$90,000	7.8%
Highway User	2,493,605	2,320,000	2,830,000	510,000	22.0%
Admission and Amusement	678,153	660,000	810,000	150,000	22.7%
Heavy Equipment	115,978	100,000	120,000	20,000	20.0%
Total Other Local Taxes	**$4,520,388**	**$4,230,000**	**$5,000,000**	**$770,000**	**18.2%**
LICENSES & PERMITS					
Trader License	$228,269	$206,900	$210,200	$3,300	1.6%
Alcoholic License	201,319	203,600	203,600	0	0.0%
Building Permits	222,044	382,000	398,000	16,000	4.2%
Park Permits	106,319	106,600	105,600	(1,000)	-0.9%
Trailer Permits	46,065	44,300	45,300	1,000	2.3%
Civil Marriage Licenses	37,255	36,000	36,000	0	0.0%
Other	46,419	66,600	47,300	(19,300)	-29.0%
Total Licenses & Permits	**$1,074,019**	**$1,046,000**	**$1,046,000**	**$0**	**0.0%**
INTERGOVERNMENTAL:					
Federal	$71,558	$610,000	$0	($610,000)	-100.0%
State					
Aid for Police Protection	$1,326,195	$2,340,000	$2,184,000	($156,000)	-6.7%
State Aid For Inmate Operating	71,100	70,000	70,000	0	0.0%
Jury Fee Reimbursement	90,755	119,500	259,200	139,700	116.9%
Other	216,617	86,500	86,500	0	0.0%
Total Intergovernmental	**$2,308,582**	**$3,226,000**	**$2,599,700**	**($626,300)**	**-19.4%**

GENERAL FUND OPERATING BUDGET

	FY2022 Actual	FY2023 Adopted	FY2024 Adopted	$ Change from FY2023	% Chg.
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
SERVICE CHARGES:					
Em. Medical Srvcs. Billing Fee	$1,851,646	$1,800,000	$1,900,000	$100,000	5.6%
Indirect Cost Allocation	1,914,541	2,316,900	2,797,800	480,900	20.8%
Local 911 Aid	1,781,517	1,752,000	1,800,000	48,000	2.7%
Park & Recreation Fees	888,305	882,400	882,400	0	0.0%
Reclaimed Water Sales	1,179,910	1,183,700	1,183,700	0	0.0%
Sheriff Fees	303,212	460,000	460,000	0	0.0%
Custodial Fee	344,000	357,700	392,200	34,500	9.6%
False Alarm Registrations	282,180	286,600	286,400	(200)	-0.1%
Sheriff Pay Phone Commissions	99,824	90,000	90,000	0	0.0%
Other	1,109,687	792,000	834,000	42,000	5.3%
Total Service Charges	**$9,755,639**	**$9,921,300**	**$10,626,500**	**$705,200**	**7.1%**
FINES & FORFEITURES					
Red Light Camera Fines	$2,240,003	$2,200,000	$2,200,000	$0	0.0%
Speed Camera Fines	1,472,066	1,400,000	1,400,000	0	0.0%
School Bus Fines	635,206	1,845,500	1,845,500	0	0.0%
False Alarm Fines	307,370	220,000	220,000	0	0.0%
Other	110,468	73,300	73,300	0	0.0%
Total Fines & Forfeitures	**$4,765,111**	**$5,738,800**	**$5,738,800**	**$0**	**0.0%**
OTHER INCOME					
Rent	$1,283,694	$1,333,700	$1,533,900	$200,200	15.0%
Interest	626,477	600,000	13,500,000	12,900,000	2150.0%
Sale of Fixed Assets	317,758	250,000	250,000	0	0.0%
Miscellaneous	3,151,276	366,000	366,000	0	0.0%
Total Miscellaneous	**$5,379,205**	**$2,549,700**	**$15,649,900**	**$13,100,200**	**513.8%**
TOTAL OPERATING REVENUES	**$501,181,885**	**$470,534,600**	**$500,320,300**	**$29,785,700**	**6.3%**
Financing Sources					
Transfer from Capital Project Fund	$2,671,800	$2,045,000	$1,200,000	($845,000)	-41.3%
Transfer from Special Revenue Fund	0	500,000	300,000	(200,000)	-40.0%
Subtotal: Financing Sources	**$2,671,800**	**$2,545,000**	**$1,500,000**	**($1,045,000)**	**-41.1%**
Fund Balance					
Morgantown Reserve	0	$4,924,400	$4,442,500	($481,900)	-9.8%
Capital Project Reserves	0	8,903,000	11,859,000	2,956,000	33.2%
Reserve for Priorities	0	7,539,200	9,240,300	1,701,100	22.6%
Subtotal: Fund Balance	**$0**	**$21,366,600**	**$25,541,800**	**$4,175,200**	**19.5%**
TOTAL OTHER FINANCING SOURCES	**$2,671,800**	**$23,911,600**	**$27,041,800**	**$3,130,200**	**13.1%**
TOTAL REVENUES & OTHER FINANCING USES	**$503,853,685**	**$494,446,200**	**$527,362,100**	**$32,915,900**	**6.7%**

GENERAL FUND

Approved Fiscal 2024 Charles County Budget: $527,362,100



EXPENDITURE BREAKDOWN

EDUCATION	**44.6%**	**$235,393,600**
Board of Education	$218,767,000	
College of Southern Maryland	10,766,600	
Library	5,334,800	
Other Education	525,200	
COUNTY GOVERNMENT	**17.0%**	**$89,711,500**
Emergency Services	$26,236,900	
Public Works - Facilities	17,945,200	
Recreation, Parks, and Tourism	12,783,700	
Fiscal & Administrative Services	10,683,400	
Planning & Growth Management	9,906,000	
Community Services	3,241,300	
Economic Development Dept.	2,131,900	
Administrative Services	2,482,600	
County Attorney	1,499,900	
Human Resources	2,016,200	
County Commissioners	784,400	

SHERIFF'S OFFICE	**23.0%**	**$121,304,100**
DEBT SERVICE	**6.3%**	**$33,106,400**
OTHER AGENCIES	**3.7%**	**$19,464,500**
State's Attorney	$6,912,200	
Health Department	3,246,300	
Circuit Court	2,619,800	
Election Board	2,699,300	
Other Agencies	3,986,900	
MISCELLANEOUS	**5.4%**	**$28,382,000**
Retiree Fringe/OPEB Contribution	$10,657,200	
Central Services	4,221,800	
Capital Project Transfer	13,379,000	
Contingency	124,000	

GENERAL FUND OPERATING BUDGET

	FY2022 Actual	FY2023 Adopted	FY2024 Adopted	$ Change from FY2023	% Chg.
EXPENDITURES BY DIVISION					
EDUCATION					
Board of Education	$200,686,400	$212,686,400	$218,767,000	$6,080,600	2.9%
College of Southern Maryland	9,921,200	10,219,200	10,766,600	547,400	5.4%
Library	4,584,000	5,387,000	5,334,800	(52,200)	-1.0%
Other	543,625	373,200	525,200	152,000	40.7%
Total Education	**$215,735,225**	**$228,665,800**	**$235,393,600**	**$6,727,800**	**2.9%**
PUBLIC SAFETY					
Sheriff	$80,999,107	$82,817,700	$94,601,000	$11,783,300	14.2%
Corrections	19,023,507	20,644,100	22,113,800	1,469,700	7.1%
Automated Enforcement Unit (AEU)	2,716,192	4,190,800	4,226,100	35,300	0.8%
Fingerprinting Service	305,421	339,900	363,200	23,300	6.9%
Sheriff's Office	**$103,044,228**	**$107,992,500**	**$121,304,100**	**$13,311,600**	**12.3%**
Emergency Services Administration	709,721	699,200	1,028,200	329,000	47.1%
False Alarm Reduction Unit	213,637	217,500	231,800	14,300	6.6%
Animal Control	1,918,250	2,025,400	2,131,100	105,700	5.2%
Fire/EMS Communications	5,205,322	4,642,200	4,994,500	352,300	7.6%
Career Emergency Medical Services	13,000,534	15,022,700	17,804,900	2,782,200	18.5%
Emergency Management	50,867	73,900	46,400	(27,500)	-37.2%
Subtotal: Emergency Services	**$21,098,330**	**$22,680,900**	**$26,236,900**	**$3,556,000**	**15.7%**
Total Public Safety	**$124,142,558**	**$130,673,400**	**$147,541,000**	**$16,867,600**	**12.9%**
DEBT SERVICE					
Principal	$23,645,581	$25,653,800	$24,289,000	($1,364,800)	-5.3%
Interest	7,943,803	8,537,400	8,509,400	(28,000)	-0.3%
Miscellaneous	773,534	308,000	308,000	0	0.0%
Total Debt Service	**$32,362,918**	**$34,499,200**	**$33,106,400**	**($1,392,800)**	**-4.0%**
GENERAL GOVERNMENT					
Central Services	$2,675,630	$4,100,300	$4,221,800	$121,500	3.0%
OPEB Contribution	4,700,000	4,700,000	5,700,000	1,000,000	21.3%
Election Board	2,390,185	2,550,800	2,699,300	148,500	5.8%
Liquor Board	295,533	308,900	332,900	24,000	7.8%
Orphan's Court	65,498	64,500	65,700	1,200	1.9%
Other Criminal Justice	0	2,600,000	382,200	(2,217,800)	-85.3%
Circuit Court	1,577,061	2,122,600	2,619,800	497,200	23.4%
State's Attorney	5,184,286	5,717,200	6,912,200	1,195,000	20.9%
Fringe Benefits	4,089,567	4,467,000	4,957,200	490,200	11.0%
Volunteer Fire & Rescue Subsidy	445,305	26,000	27,000	1,000	3.8%
Subtotal: Other General Govt.	**$21,423,065**	**$26,657,300**	**$27,918,100**	**$1,260,800**	**4.7%**
County Commissioners	$796,366	$765,400	$784,400	$19,000	2.5%
Administrative Services	1,797,306	2,240,900	2,482,600	241,700	10.8%
County Attorney	1,058,320	1,389,300	1,499,900	110,600	8.0%
Human Resources	1,353,258	1,671,000	2,016,200	345,200	20.7%
Subtotal: County Administered General Government	**$5,005,250**	**$6,066,600**	**$6,783,100**	**$716,500**	**11.8%**
Total General Government	**$26,428,315**	**$32,723,900**	**$34,701,200**	**$1,977,300**	**6.0%**

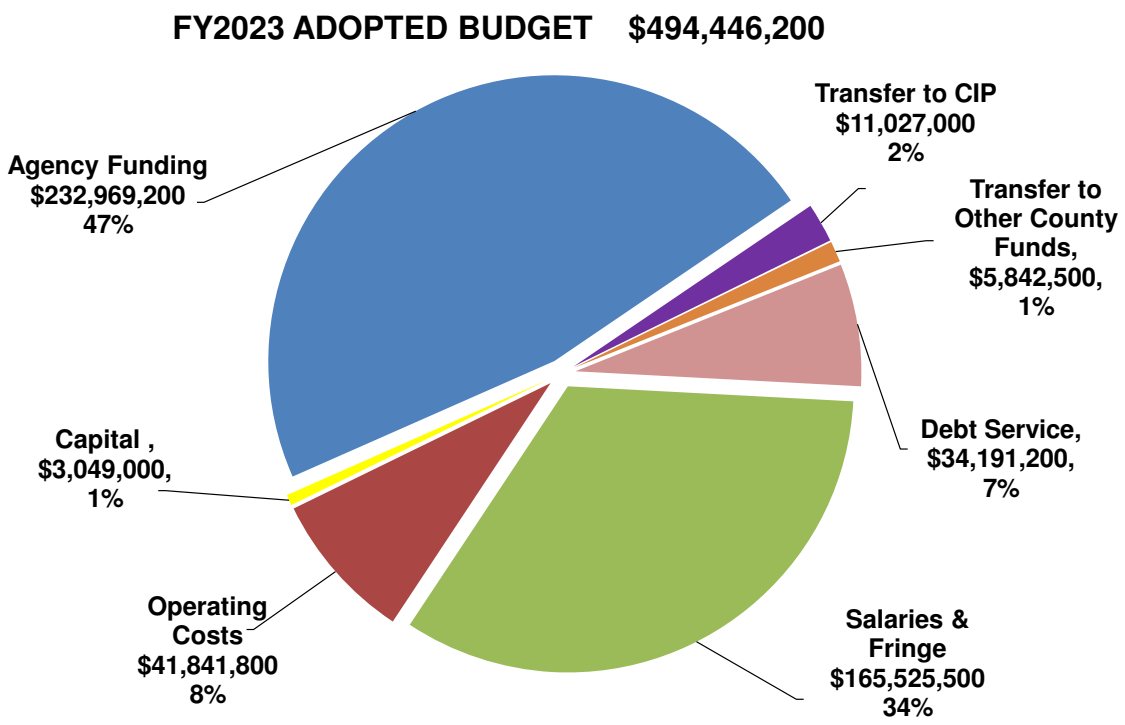
GENERAL FUND OPERATING BUDGET

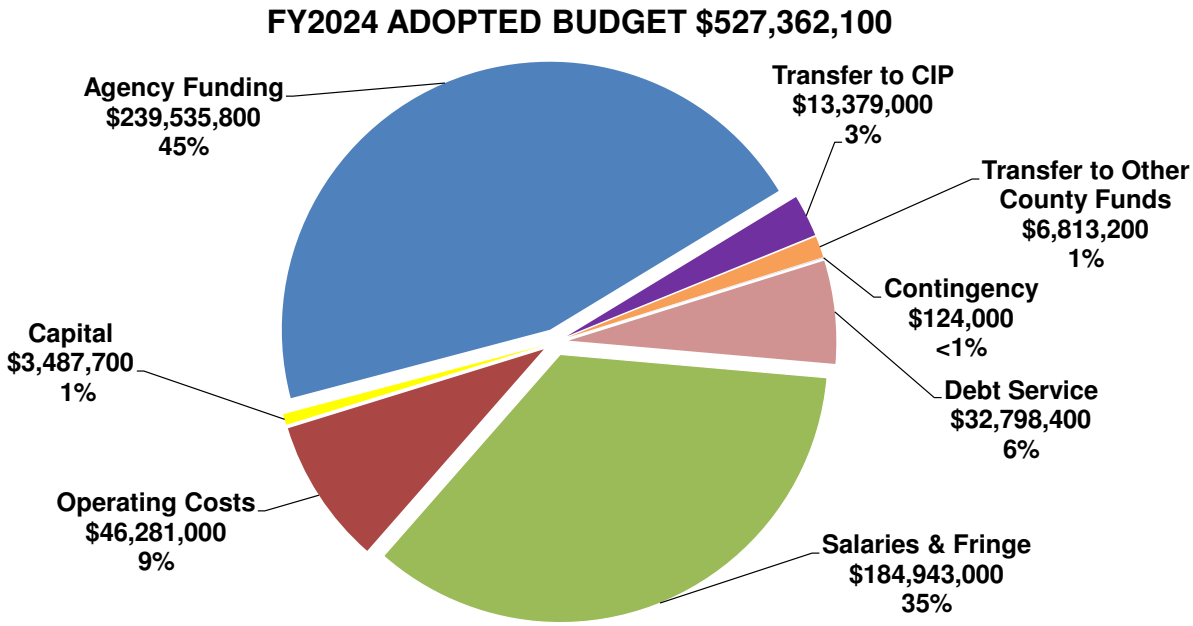
	FY2022 Actual	FY2023 Adopted	FY2024 Adopted	$ Change from FY2023	% Chg.
EXPENDITURES BY DIVISION					
FISCAL & ADMINISTRATIVE SERVICES					
Administration	$268,702	$273,400	$294,300	$20,900	7.6%
Budget	476,149	526,000	589,300	63,300	12.0%
Information Technology	4,150,463	4,985,600	6,349,900	1,364,300	27.4%
Purchasing	447,885	425,300	472,500	47,200	11.1%
Treasury	1,356,909	1,428,400	1,503,000	74,600	5.2%
Accounting	1,263,455	1,325,900	1,474,400	148,500	11.2%
Total Fiscal & Admin. Services	**$7,963,564**	**$8,964,600**	**$10,683,400**	**$1,718,800**	**19.2%**
PUBLIC WORKS - FACILITIES					
Administration	$813,781	$571,500	$668,100	$96,600	16.9%
Building & Trades	7,214,448	8,105,900	8,895,900	790,000	9.7%
Vehicle Maintenance	896,159	1,234,500	1,287,600	53,100	4.3%
Roads	6,793,750	6,641,500	7,093,600	452,100	6.8%
Total Public Works	**$15,718,137**	**$16,553,400**	**$17,945,200**	**$1,391,800**	**8.4%**
COMMUNITY SERVICES					
Administration	$436,748	$505,900	$612,400	$106,500	21.1%
Aging & Human Services	1,620,421	1,935,000	2,131,600	196,600	10.2%
Housing Authority	322,656	551,800	497,300	(54,500)	-9.9%
Total Community Services	**$2,379,825**	**$2,992,700**	**$3,241,300**	**$248,600**	**8.3%**
RECREATION, PARKS, AND TOURISM					
Administration	$935,798	$1,072,800	$1,720,500	$647,700	60.4%
Recreation	2,677,957	3,456,000	3,650,400	194,400	5.6%
Parks & Grounds	5,282,869	5,656,000	6,299,200	643,200	11.4%
Tourism	771,308	953,800	1,113,600	159,800	16.8%
Total Recreation, Parks, & Tourism	**$9,667,932**	**$11,138,600**	**$12,783,700**	**$1,645,100**	**14.8%**
PLANNING & GROWTH MANAGEMENT					
Administration	$905,779	$1,409,200	$1,439,600	$30,400	2.2%
Transit	4,053,340	4,065,200	5,071,500	1,006,300	24.8%
Planning	1,795,350	2,264,900	2,836,700	571,800	25.2%
Codes, Permits & Inspections Svcs	647,003	566,200	392,900	(173,300)	-30.6%
Infrastructure	0	0	165,300	165,300	N/A
Total Planning & Growth Mgmt.	**$7,401,473**	**$8,305,500**	**$9,906,000**	**$1,600,500**	**19.3%**
ECONOMIC DEVELOPMENT					
Economic Development Department	$2,044,307	$2,025,800	$2,131,900	$106,100	5.2%
Other Economic Development Svcs	138,000	188,000	138,000	(50,000)	-26.6%
Total Economic Development	**$2,182,307**	**$2,213,800**	**$2,269,900**	**$56,100**	**2.5%**
HEALTH SERVICES					
Health Department	$2,999,462	$3,632,000	$3,246,300	($385,700)	-10.6%
Water & Sewer Services	211,300	219,800	238,500	18,700	8.5%
Mosquito Control	138,890	154,000	172,000	18,000	11.7%
Dept. of Health & Mental Hygiene	120,421	120,400	120,400	0	0.0%
Total Health	**$3,470,073**	**$4,126,200**	**$3,777,200**	**($349,000)**	**-8.5%**
SOCIAL SERVICES					
Department of Social Services	$319,000	$324,500	$324,500	$0	0.0%
Charles County Charitable Trust, Inc.	1,163,539	1,309,300	1,079,300	(230,000)	-17.6%
Other Agency Funding	48,700	198,700	198,700	0	0.0%
Total Social Services	**$1,531,239**	**$1,832,500**	**$1,602,500**	**($230,000)**	**-12.6%**

GENERAL FUND OPERATING BUDGET

	FY2022 Actual	FY2023 Adopted	FY2024 Adopted	$ Change from FY2023	% Chg.
EXPENDITURES BY DIVISION					
CONSERVATION OF NATURAL RESOURCES					
University of MD Extension	$227,399	$256,400	$270,700	$14,300	5.6%
Soil Conservation	436,904	440,400	602,300	161,900	36.8%
Weed Control	1,064	16,300	17,300	1,000	6.1%
So. MD Resource Conservation	12,842	11,500	12,400	900	7.8%
Gypsy Moth	2,550	5,000	5,000	0	0.0%
Total Conservation of Natural Resources	**$680,759**	**$729,600**	**$907,700**	**$178,100**	**24.4%**
CONTINGENCY					
Contingency	$0	$0	$124,000	$124,000	N/A
Total Contingency	**$0**	**$0**	**$124,000**	**$124,000**	**N/A**
TOTAL EXPENDITURES	**$449,664,323**	**$483,419,200**	**$513,983,100**	**$30,563,900**	**6.3%**
FINANCING USES:					
Capital Project Pay-as-you-go	$5,218,320	$11,027,000	$13,379,000	$2,352,000	21.3%
TOTAL FINANCING USES	**$5,218,320**	**$11,027,000**	**$13,379,000**	**$2,352,000**	**21.3%**
TOTAL EXPENDITURES & OTHER FINANCING USES:	**$454,882,644**	**$494,446,200**	**$527,362,100**	**$32,915,900**	**6.7%**
SURPLUS/(DEFICIT)	**$48,971,041**	**$0**	**$0**	**$0**	

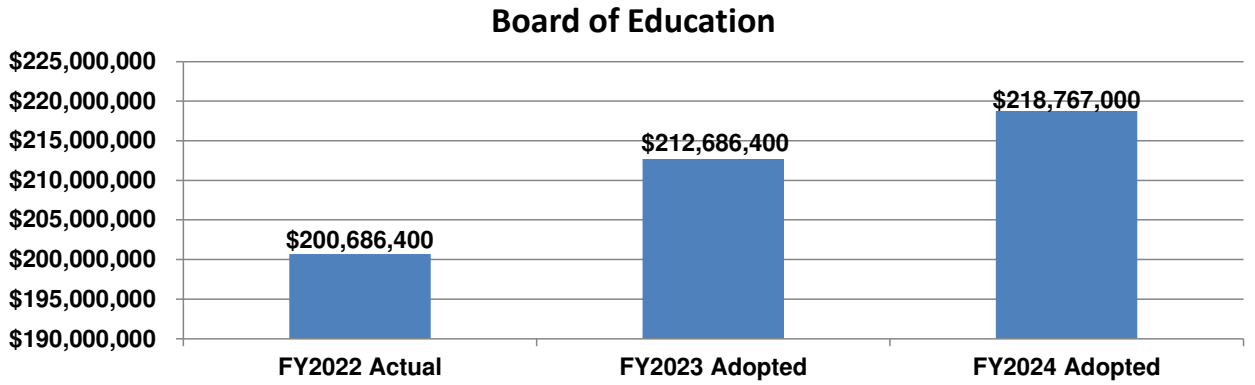
GENERAL FUND OPERATING BUDGET

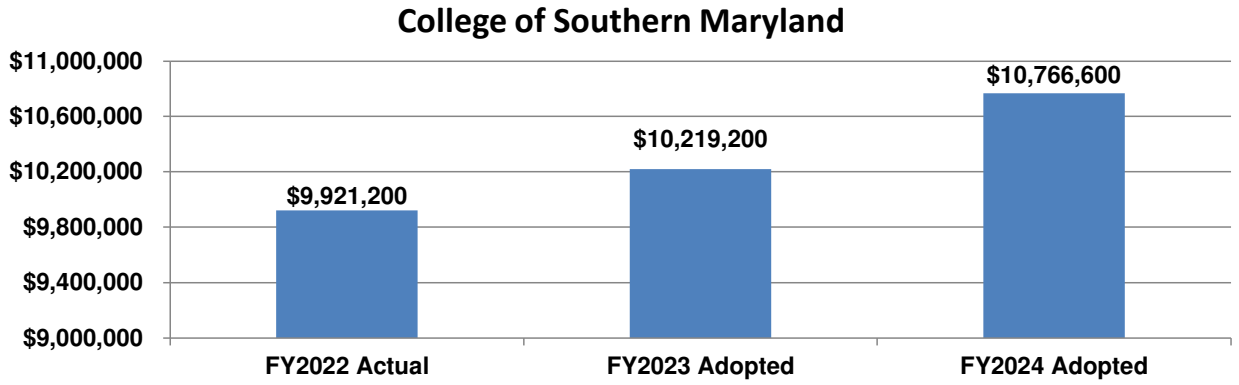


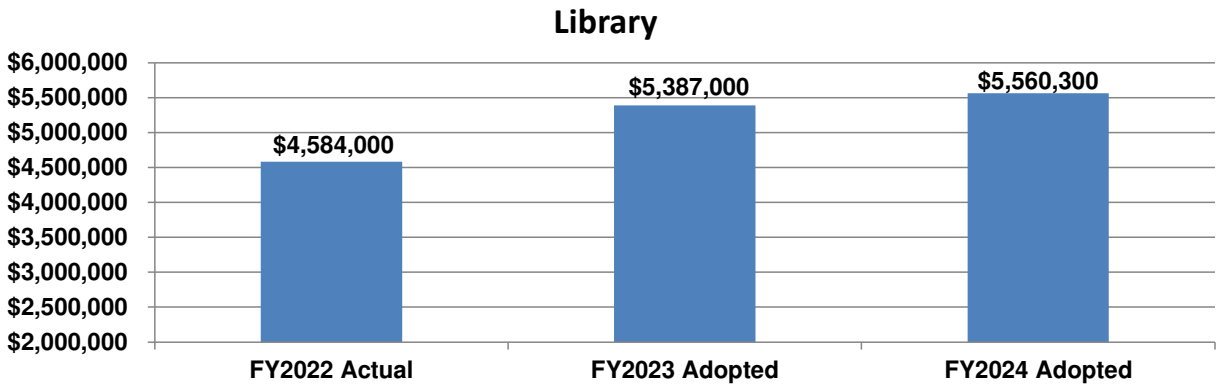


- *Agency Funding represents the County's direct payment to agencies (for example the Board of Education, College of Southern Maryland, and Library Board).*
- *Transfers to Other County Funds represents support to the Enterprise Funds, local matches for grants*, and *transfers for Other Post Employment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

Education Summary						
Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Fringe Benefits	$442,606	$462,700	$493,300	$493,300	$30,600	6.6%
Operating Costs	605,394	933,200	300,200	700,200	(233,000)	-25.0%
Agency Funding	214,687,225	227,269,900	234,425,600	234,200,100	6,930,200	3.0%
Total Expenditures	$215,735,225	$228,665,800	$235,219,100	$235,393,600	$6,727,800	2.9%
Total Expenditures as % of Budget:	**47.4%**	**46.2%**	**44.0%**	**44.6%**		







Education

Department: Education 01340000
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Agency Funding	$200,686,400	$212,686,400	$218,767,000	$218,767,000	$6,080,600	2.9%
Total Expenditures	$200,686,400	$212,686,400	$218,767,000	$218,767,000	$6,080,600	2.9%

Changes and Useful Information:

- Budget number reflects County funding only.
- The FY2024 Board of Education budget fully funds the requested budget, supports the blueprint implementation, and exceeds the Maintenance of Effort amount of $208,304,500 by nearly $10.5 million.
- BOE total FY2024 budget (including State, Federal, and Local revenues) equals $480.8 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.

Charles County Public Schools' 2021 student graduation rate was approximately 93 percent - which is more than 5% higher than the statewide average.

Positions:* Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Administration	92.0	95.0	92.0	90.0	93.0
Mid-Level Administration	286.5	286.5	286.5	299.6	309.4
Instructional	2,042.3	2,042.3	2,042.3	2,266.4	2,301.7
Special education	599.6	599.6	599.6	645.0	651.0
Student Personnel Services	48.0	49.0	48.0	51.5	54.5
Student Transportation Services	20.0	20.0	20.0	38.0	38.0
Operation of Plant	265.5	265.5	265.5	276.5	291.5
Maintenance of Plant	63.0	63.0	63.0	64.0	66.0
Capital Outlay	6.0	6.0	6.0	6.0	6.0
Total Full Time Equivalent	**3,422.9**	**3,426.9**	**3,422.9**	**3,737.0**	**3,811.1**

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
Division\Program: College of Southern Maryland (CSM) Fund: General
Program Administrator: Dr. Yolanda Wilson, 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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Costs	$403,500	$305,000	$0	$400,000	$95,000	31.1%
Agency Funding	9,921,200	10,219,200	10,766,600	10,766,600	547,400	5.4%
Total Expenditures	$10,324,700	$10,524,200	$10,766,600	$11,166,600	$642,400	6.1%

Changes and Useful Information:

- Budget number listed above reflects County funding only.
- **Operating Costs** continues to support the Commissioners Cares scholarship program in FY2024. This was added during the budget adoption process by the County Commissioners.
- CSM total budget including State Funding and Tuition equals $69.3 million for all campuses.
- Credit tuition is being increased by $3.00 to $140 per credit hour for in-county students.
- Credit student enrollment is expected to decrease while Continuing Education enrollment are expected to increase.
- **Agency Funding** provides an additional 5.4% that will support the College of Southern Maryland's operations.

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 50 associate's degrees, 30 credit certificates, 15 credit letters of recognition offered within six guided pathways leading students to rewarding careers or preparing them for transfer to bachelor's degree programs, and with courses offered in various formats such as face-to-face, online, and hybrid, CSM aims to offer opportunities for everyone to fit college into their schedules. A variety of services are also offered in workforce development, community education, kids' and teen college, wellness and fitness services, and fine arts events.

Positions:* Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Full-time permanent faculty	142.0	123.0	133.0	136.0	134.0
Full-time permanent staff	405.0	369.0	391.0	382.0	379.0
Part-time permanent staff	30.0	35.0	24.0	42.0	42.0
Total Full Time Equivalent	**577.0**	**527.0**	**548.0**	**560.0**	**555.0**

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

** Part-time adjunct faculty/Temporary Positions	850.0	753.0	390.0	381.0	423.0

*** Not converted to Full Time Equivalency.*

Education

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

Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
Enrollment					
Number of Enrolled Credit Students	9,657	8,931	7,931	8,261	8,261
Total Number of Credit-Free Course Registrations	9,422	5,547	6,523	5,128	5,128
Number of Students Transferring	1,637	1,334	1,418	1,294	1,294
Percent of County Population Served	47.0%	45.0%	43.0%	49.4%	49.4%
In-County Tuition and Fees Per Credit	$164	$164	$168	$171	$175
Quality					
Number of Graduates	1,135	1,524	1,184	1,067	1,067
Four-Year Transfer/Graduation Rate	54.0%	57.0%	55.7%	57.0%	57.0%
Student Satisfaction w/ Transfer Preparation (1 = Very Poor, and 5 = Very Good)	4.1	4.3	Not Administered	4.3	4.3
Workforce Training					
Student Satisfaction with Job Preparation (1 = Very Poor, and 5 = Very Good)	4.4	4.0	Not Administered	4.3	4.3
Employment Rate of Graduates	78%	78%	81%	78%	78%

Education

Department: Education Appropriations
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	**FY2022 Actual**	**FY2023 Adopted**	**FY2024 Request**	**FY2024 Adopted**	**$ Change from FY2023**	**% Chg.**
Fringe Benefits	$442,606	$462,700	$493,300	$493,300	$30,600	6.6%
Operating Costs	147,294	560,000	175,000	175,000	(385,000)	-68.8%
Agency Funding	3,994,100	4,364,300	4,892,000	4,666,500	302,200	6.9%
Total County Support	$4,584,000	$5,387,000	$5,560,300	$5,334,800	($52,200)	-1.0%

Changes and Useful Information:

- Budget numbers listed above reflect County funding only.
- The Library's total FY2024 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. FY2023 included one-time funding for a 24/7 Kiosk Library for the Nanjemoy Community Center.
- 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.

Description:

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

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

Education

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

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:*	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
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
Peer Outreach Associate	0.0	0.0	0.0	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
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
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
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**	**73.4**	**73.4**

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

Education

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

Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
Circulation (physical & electronic materials)	650,324	636,026	605,546	650,000	650,000
Registered Borrowers (Customers)	74,085	68,997	66,181	80,000	85,000
(Purge of inactive records in December 2016)					
Customer Count (switched to new gate count product)	400,646	11,809	165,884	175,000	180,000
Total Reference Questions	24,914	19,144	39,932	25,000	25,000
Customers are being trained to use on-line resources remotely					
Program Attendance	23,823	16,876	19,519	25,000	23,000
Total Service Hours*	7,961	1,102	11,177	11,725	11,725
Computer & Wi-Fi Sessions	124,932	123,831	68,078	135,000	120,000
Meeting Room Usage	53,073	0	3,746	65,000	65,000

Education

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

Expenditure Category	**FY2022 Actual**	**FY2023 Adopted**	**FY2024 Request**	**FY2024 Adopted**	**$ Change from FY2023**	**% Chg.**
Operating Costs	$54,600	$68,200	$125,200	$125,200	$57,000	83.6%
Agency Funding	85,525	0	0	0	0	N/A
Total Expenditures	$140,125	$68,200	$125,200	$125,200	$57,000	83.6%

Changes and Useful Information:

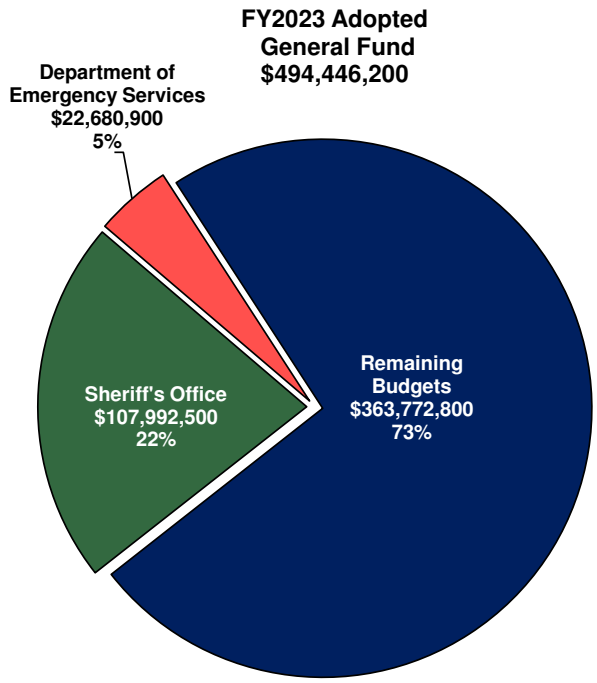
- Operating Costs represent scholarships which are awarded by the County in the following areas:
  - Nursing/ Allied Health Scholarship- to encourage Health care professionals to work in Charles County after graduation from college, a program of scholarships was established for courses leading to the certificate, diploma, or other evidence of qualification to practice in the medical field.

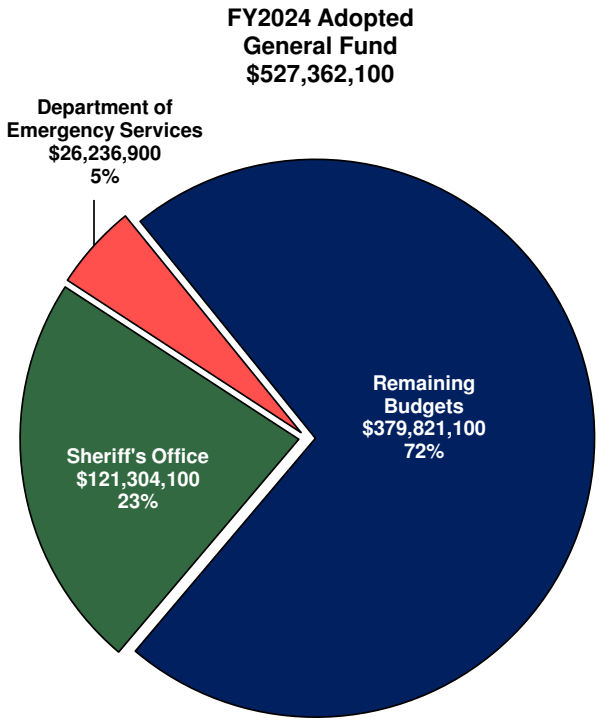
  - Charles County Teacher Education Assistance Grant Scholarship- The Charles County Scholarship Fund is a non-profit organization that provides scholarships to Charles County Students. The Charles County Commissioners, Charles County Public Schools, the College of So. Maryland, and the Chamber of Commerce, 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. During the FY2024 budget process the Commissioners decided to support a second cohort for four years.
- The **Agency Funding** budget was for development services in FY2022 for Charles County Public Schools social and mental health employees.

Public Safety Summary						
Expenditure Category	**FY2022 Actual**	**FY2023 Adopted**	**FY2024 Request**	**FY2024 Adopted**	**$ Change from FY2023**	**% Chg.**
Personal Services	$71,208,320	$75,350,600	$85,616,600	$84,650,300	$9,299,700	12.3%
Fringe Benefits	31,692,248	34,263,600	38,774,800	37,786,300	3,522,700	10.3%
Operating Costs	15,983,262	18,127,900	25,020,300	20,762,900	2,635,000	14.5%
Transfers Out	855,405	1,058,800	1,194,000	1,203,900	145,100	13.7%
Capital Outlay	4,403,324	1,872,500	1,872,500	3,137,600	1,265,100	67.6%
Total Expenditures	$124,142,558	$130,673,400	$152,478,200	$147,541,000	$16,867,600	12.9%
Revenues	$14,262,144	$15,303,100	$15,483,700	$15,483,700	$180,600	1.2%
Total Expenditures as % of Budget:	**27.3%**	**26.4%**	**28.5%**	**28.0%**		

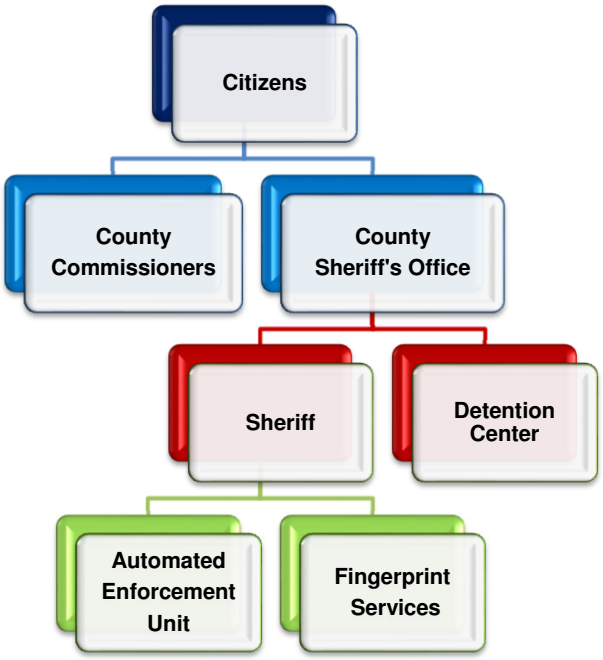


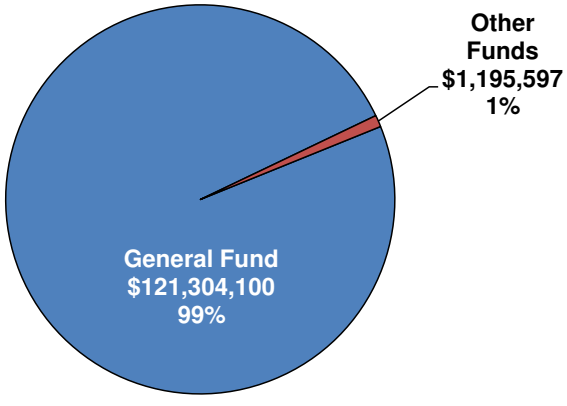


Public Safety - Sheriff's Office Summary

Sheriff Troy D. Berry — Non-Emergency 301-932-2222
Mailing Address: PO Box 189, La Plata, MD 20646
Physical Address: 6915 Crain Highway, La Plata, MD 20646
www.ccso.us

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$57,852,030	$60,597,000	$67,033,000	$67,757,300	$7,160,300	11.8%
Fringe Benefits	27,954,261	29,464,500	31,950,800	32,009,800	2,545,300	8.6%
Operating Costs	13,336,988	15,083,600	21,165,600	17,266,700	2,183,100	14.5%
Transfers Out	785,634	974,900	1,122,800	1,132,700	157,800	16.2%
Capital Outlay	3,115,315	1,872,500	1,872,500	3,137,600	1,265,100	67.6%
Total Expenditures	$103,044,228	$107,992,500	$123,144,700	$121,304,100	$13,311,600	12.3%
Revenues	$6,663,145	$8,601,500	$8,445,900	$8,445,900	($155,600)	-1.8%
Total Expenditures as % of Budget:	**22.7%**	**21.8%**	**23.0%**	**23.0%**		





TOTAL FY2024 AGENCY BUDGET

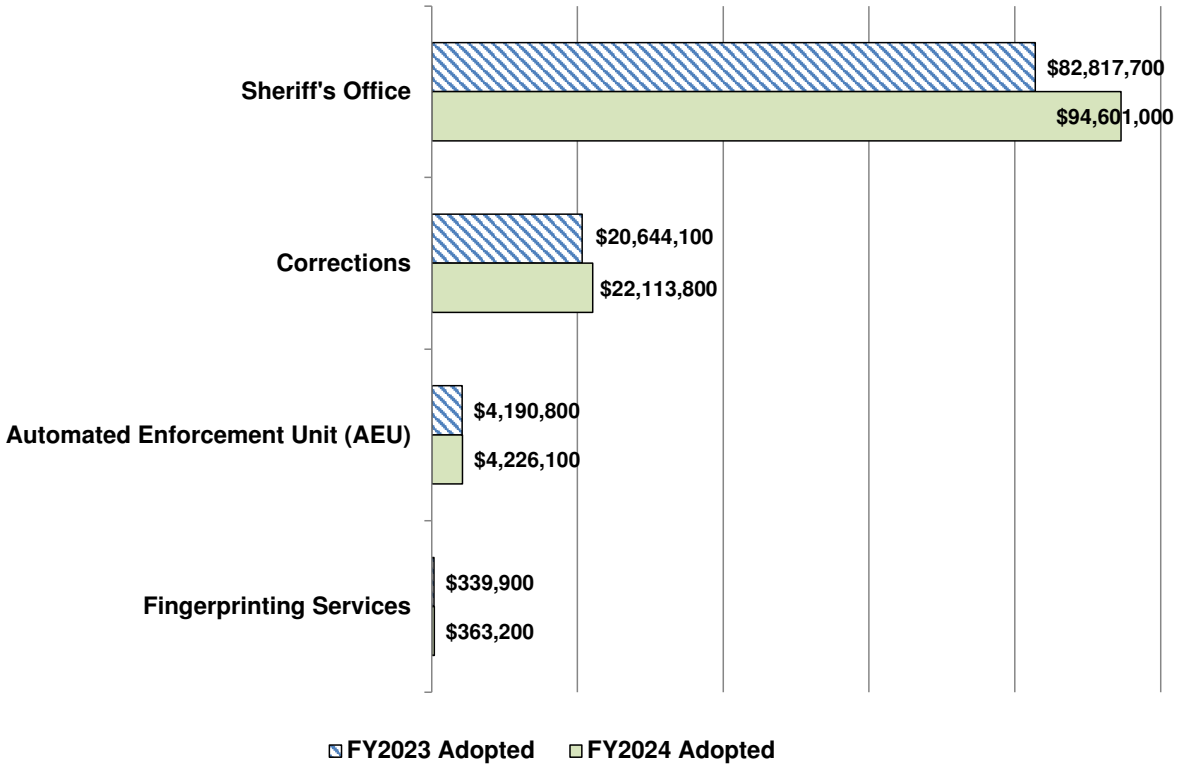
$122,499,697

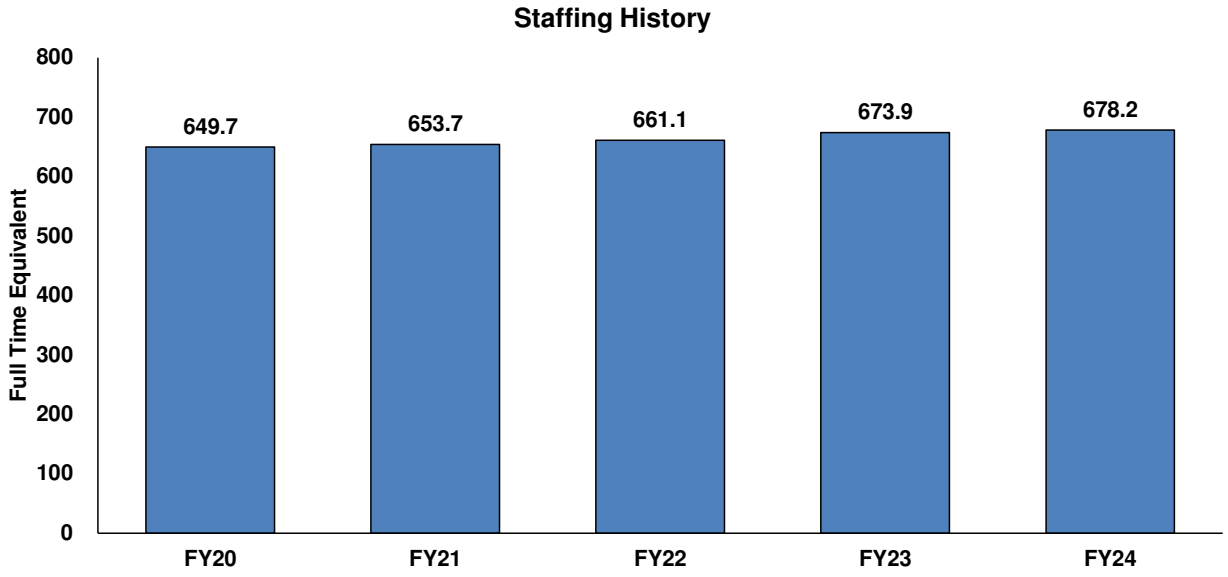
(Totals for funds other than the General Fund exclude debt service and funding for future reserves.)

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:	FY20	FY21	FY22	FY23	FY24
Sheriff	484.3	488.4	495.7	507.6	511.8
Corrections	158.2	158.2	158.2	158.2	158.2
Automated Enforcement Unit (AEU)	4.0	4.0	4.0	5.0	5.0
Fingerprinting Services	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	**649.7**	**653.7**	**661.1**	**673.9**	**678.2**

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$47,065,874	$48,551,800	$54,142,100	$54,734,200	$6,182,400	12.7%
Fringe Benefits	23,515,974	24,812,200	26,995,800	27,043,600	2,231,400	9.0%
Operating Costs	6,613,380	6,687,200	12,110,700	8,590,700	1,903,500	28.5%
Transfers Out	785,634	974,900	1,122,800	1,132,700	157,800	16.2%
Capital Outlay	3,018,245	1,791,600	1,834,700	3,099,800	1,308,200	73.0%
Total Expenditures	$80,999,107	$82,817,700	$96,206,100	$94,601,000	$11,783,300	14.2%
Revenues	$1,976,654	$2,796,000	$2,640,400	$2,640,400	($155,600)	-5.6%

Changes and Useful Information:

- Included in the FY2024 budget is the cost related to the **Body Worn Camera (BWC)** that must be implemented by 2025 per State law. Mid-year FY2023 three positions, a BWC Technical Support Specialist and two BWC Police Records Technicians were approved in support of this program. Operating cost related to these positions as well as various equipment/software cost related to this new program were also approved mid-year FY2023. The majority of the BWC funding is to cover cost associated with the cloud storage for the in-car cameras and in support of the positions to administer this program.
- **Personal Services** and **Fringe Benefits** also includes FY2023 and FY2024 approved salary increases as well as the full year impact for nine (9) new positions approved in FY2023. Also includes funding in FY2024 for:
  - Two (2) new Sworn Officers to maximize the division's ability to be more proactive in their policing.
  - A Digital Forensic Analyst to help increase the effectiveness of the Digital Forensics Unit (DFU).
  - An Application/Web Developer to expedite the development of websites and applications. This will also allow existing websites and applications to be updated and maintained at a faster rate with increased efficiency.
  - Increases a part time Special Projects Coordinator to full time reduced hour. This position will help 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.
- **Operating Costs** were adjusted to provide additional funds in general supplies, contract services, computer cost, and equipment. Also includes funding to support the impact of the new positions for FY2024.
- **Transfer Out** represents the local match for grants and Charles County's share of the Southern Maryland Criminal Justice Academy (SMCJA). The FY2024 budget is based on anticipated match requirements.
- The **Capital Outlay** budget includes funding for equipment and/or vehicles that exceeds $5,000.
- **Revenues** reflect anticipated FY2024 revenues.

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.

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

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.

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Sworn Officer					
Sheriff	1.0	1.0	1.0	1.0	1.0
Lt. Colonel	1.0	1.0	0.0	0.0	0.0
Major	1.0	1.0	2.0	2.0	2.0
Captains	10.0	10.0	10.0	10.0	10.0
Lieutenant	22.0	24.0	24.0	24.0	24.0
Sergeant	47.0	45.0	46.0	46.0	46.0
Corporal	70.0	70.0	70.0	70.0	70.0
PFC, Patrolman I & II	164.0	166.0	167.0	167.0	169.0
Total Sworn Officers	316.0	318.0	320.0	320.0	322.0
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)	(5.0)	(2.0)	(2.0)	(2.0)
Vehicle Theft Grant	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
Total Other Funding	(10.0)	(12.0)	(9.0)	(9.0)	(9.0)
Total Officers funded by General Fund	**306.0**	**306.0**	**311.0**	**311.0**	**313.0**
Office of the Sheriff					
Chief of Staff	0.0	0.0	1.0	1.0	1.0
Assistant Sheriff of Administration	1.0	1.0	0.0	0.0	0.0
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
	6.0	**6.0**	**6.0**	**6.0**	**6.0**
Patrol Division					
Administrative Associate (Patrol)	1.0	1.0	1.0	1.0	1.0
	1.0	**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	1.0	1.0	1.0	1.0	1.0
Civilian Planner I-III	1.0	1.0	1.0	1.0	1.0
Grant Coordinator	1.0	1.0	1.0	1.0	1.0
Special Projects Coordinator	0.0	0.0	0.0	0.0	0.9
Part Time	0.6	0.6	0.6	0.6	0.0
	6.6	**6.6**	**6.6**	**6.6**	**6.9**
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**

Public Safety

Department:	Sheriff's Office					
Division\Program:	Sheriff					Fund: General
Program Administrator:	Troy D. Berry, Sheriff					
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	20.0	20.0
		22.0	**22.0**	**22.0**	**24.0**	**24.0**
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**
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	1.0	1.0	1.0
Budget Analyst I-II		1.0	1.0	1.0	1.0	1.0
Accounting Specialist		2.9	2.9	3.9	3.9	3.9
Accounting Clerk		1.0	1.0	0.0	0.0	0.0
Human Resources Administrator		1.0	1.0	1.0	1.0	1.0
Human Resources Generalist		2.0	2.0	1.0	1.0	1.0
Human Resources Assistant		1.0	1.0	2.0	2.0	2.0
Background/Recruitment Supervisor		1.0	1.0	1.0	1.0	1.0
Background Investigator		3.3	3.3	3.3	3.3	3.3
Background Administrative Assistant		0.8	0.8	0.8	0.8	0.8
Recruiter		0.9	0.9	0.0	0.0	0.0
Mental Health Liaison Admin. Assistant		0.0	0.0	0.0	1.0	1.0
Part Time		0.6	0.6	0.6	0.6	0.6
Grant/Program Funded Positions		0.0	0.0	0.0	(1.0)	(1.0)
		18.5	**18.5**	**18.6**	**18.6**	**18.6**
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
Application/Web Developer		0.0	0.0	0.0	0.0	1.0
Network Specialist III		2.0	2.0	3.0	3.0	3.0
Systems Operations Manager		1.0	1.0	1.0	1.0	1.0
Technical Support Specialist I - II		4.0	4.0	4.0	4.0	4.0
IT Admin Support Specialist		1.0	1.0	1.0	1.0	1.0
		12.0	**12.0**	**13.0**	**13.0**	**14.0**
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	1.0	1.0	1.0
Part Time - Firearm's Instructor		1.2	1.2	1.2	1.2	1.2
Part Time		2.7	2.7	2.7	2.7	2.7
		6.8	**6.8**	**6.9**	**6.9**	**6.9**

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

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	1.0	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 Chemist	0.0	0.0	1.0	1.0	1.0
Forensic Science Supervisor	0.0	0.0	0.0	1.0	1.0
Forensic Science Technician I - III	2.0	2.0	2.0	2.0	2.0
Forensic Science Lab Technician	2.0	2.0	2.0	2.0	2.0
Digital Forensic Unit Technician	0.0	0.0	0.0	1.0	1.0
Digital Forensic Examiner	2.0	2.0	2.0	2.0	2.0
Digital Forensic Analyst	0.0	0.0	0.0	0.0	1.0
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
Narcotics 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)
	17.2	**17.2**	**18.2**	**20.2**	**21.2**
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
Teen Court Specialist	0.0	0.0	0.0	0.9	0.9
AEU Supervisor/Lead	0.0	0.0	0.0	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	1.0	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	0.6	0.6	0.6	0.6	0.6
Other Funding Source	(7.2)	(7.2)	(7.2)	(8.2)	(8.2)
	3.6	**3.6**	**3.6**	**4.5**	**4.5**
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	2.0	2.0	5.0	5.0
Court Security Deputy	11.6	12.6	12.6	12.6	12.6
Part Time	2.4	2.4	2.4	2.4	2.4
	24.0	**25.0**	**25.0**	**28.0**	**28.0**
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 Spec.	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	1.0	1.0	1.0	1.0
Part Time	3.2	3.2	3.2	3.2	3.2
Part-time (VICS)	1.0	1.0	1.0	1.0	1.0
Grant Funded Positions	(3.2)	(3.2)	(3.2)	(3.2)	(3.2)
Other Funding Source (VICS)	(4.0)	0.0	0.0	0.0	0.0
	14.0	**17.0**	**17.0**	**17.0**	**17.0**

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

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
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	2.0	2.0	3.0	3.0
Fleet Manager	1.0	1.0	1.0	1.0	1.0
Fleet Technician	1.0	0.0	0.0	0.0	0.0
Fleet Maintenance Supervisor	0.9	0.9	1.0	1.0	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
Firearms Tracking Specialist I - II	1.0	1.0	1.0	1.0	1.0
Vehicle Technology Specialist	1.0	1.0	1.0	1.0	1.0
Part Time	1.3	1.3	1.3	1.3	1.3
	14.1	**14.1**	**14.2**	**15.2**	**15.2**
Body Worn Camera (BWC) Program					
BWC Record Technician	0.0	0.0	0.0	2.0	2.0
BWC Technical Support Specialist	0.0	0.0	0.0	1.0	1.0
	0.0	**0.0**	**0.0**	**3.0**	**3.0**
SWORN PERSONNEL:					
General Funded	306.0	306.0	311.0	311.0	313.0
Grant/Other Funding	10.0	12.0	9.0	9.0	9.0
Total Sworn Personnel:	**316.0**	**318.0**	**320.0**	**320.0**	**322.0**
CLASSIFIED PERSONNEL:					
General Funded	178.3	182.4	184.7	196.6	198.8
Grant/Other Funding	15.4	11.4	11.4	13.4	13.4
Total Classified Personnel:	**193.8**	**193.8**	**196.1**	**210.0**	**212.2**
TOTAL PERSONNEL					
Full-time	492.1	494.1	498.5	512.3	517.2
Part-time	17.7	17.7	17.7	17.7	17.0
Total:	**509.8**	**511.8**	**516.1**	**530.0**	**534.2**

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 services to all agency personnel, families and retirees.
Objective: A priority of the Sheriff has been enhanced development of a resiliency and wellness program. This program consists of several components including Mental Health Liaison position. The Sheriff also secured earmarked federal funding for a full time mental health assistant.
Status: *Will be a continuing commitment in FY2024 and future fiscal years.*

Administrative Services Division

Goal: Increase the effectiveness of the Human Resources Section.
Objective: Add one (1) FT Mental Health Liaison Administrative Assistant to the Human Resources section.
Status: *Secured federal funding; position will begin October 2023.*

Executive Services Division

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.
Status: *Secured funding in the FY2024 budget to upgrade to FTRH in January.*

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

Patrol Division

Goal: Provide staffing to the Patrol Division to maximize their ability to be more proactive in policing.
Objective: Hire four (4) Patrol officers.
Status: *Secured funding in the FY2024 budget to hire two (2) additional officers in April.*

Support Services Division

Goal: Retention plan for the Station Technicians Clerks.
Objective: Increased compensation.
Status: *Secured funding in the FY2024 budget to start the retention plan.*

Criminal Investigations Division

Goal: Increase the effectiveness of the Digital Forensics Unit (DFU).
Objective: Hire one (1) Digital Forensics Unit Technician.
Status: *Secured funding in the FY2024 budget to hire in April.*

Special Operations Division

Goal: Civilianize the K-9 Program instructor position.
Objective: Hire one (1) K-9 Program instructor.
Status: *The Sheriff is committed to this priority for FY2024.*

Information Services Division

Goal: Expedite the development of websites and applications so they can be updated and maintained at a faster rate with increased efficiency.
Objective: Hire one (1) FT Application/Web Developer.
Status: *Secured funding in the FY2204 budget to hire in April.*

Goal: Update/replace all hardware/software which will no longer be supported by the vendor (end of
Objective: Procure replacement hardware/software which is at end of life.
Status: *Secured funding in the FY2024 budget to replace all end of life hardware/software.*

Goal: Capture and record the facts of any situation which an officer faces.
Objective: Implement Body Worn Camera Program (BWC), storage and personnel to support project which will be mandated by 2025.
Status: *Secured funding in the FY2024 budget to continue the BWC program.*

Objectives & Measurements:	**CY20 Official**	**CY21 Official**	**CY22 Official**	**CY23 Projected**	**CY24 Estimated**
NIBRS					
Murder/Non Negligent Manslaughter	16	8	7	8	9
Rape	47	59	32	35	37
Robbery	83	78	105	110	125
Aggravated Assault	349	402	260	265	270
Breaking & Entering	244	187	171	175	181
Larceny	1,417	1,285	977	980	983
Motor Vehicle Theft	187	192	198	236	272
Total	2,343	2,211	1,750	1,809	1,877
- Police Calls for Service	172,115	198,653	253,799	278,456	282,536
Population	164,039	166,617	168,698	170,705	172,003
- Police Call for Service Per Capita	1.1	1.2	1.5	1.6	1.6
# of Sworn Officers	314	319	319	323	327
- Police Calls for Service per Officer	548	623	529	530	531
Volunteers in Community Service					
Registered	145	81	103	120	150
Referred	164	84	107	130	165

Public Safety

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$10,456,183	$11,647,300	$12,437,900	$12,565,000	$917,700	7.9%
Fringe Benefits	4,335,877	4,531,100	4,815,900	4,826,700	295,600	6.5%
Operating Costs	4,169,604	4,384,800	5,063,200	4,684,300	299,500	6.8%
Capital Outlay	61,843	80,900	37,800	37,800	(43,100)	-53.3%
Total Expenditures	$19,023,507	$20,644,100	$22,354,800	$22,113,800	$1,469,700	7.1%
Revenues	$72,510	$70,000	$70,000	$70,000	$0	0.0%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- **Operating Costs** includes an increase in food and meals, leased printer and medical contracts.
- The **Capital Outlay** funding is to create shelving and cabinets for a centralized storage area for supplies, to update the fitness equipment and relocate to the annex gym.
- **Revenues** associated with this program are from State Aid for Transportation, State Aid for Inmate Operating, and Room & Board Reimbursement. FY2023 and FY2024 assumes no revenues from Room and 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	94.0	94.0	94.0	94.0	94.0
Total Correctional Officers	147.0	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	1.6	1.6	1.6	1.6	1.6
Total Civilians	11.6	11.6	11.6	11.6	11.6
Total Full Time Equivalent	**158.6**	**158.6**	**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	**158.2**	**158.2**	**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
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.

Objectives & Measurements:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Average Daily Population	197	137	148	150	153
Prisoners Transported	5,554	980	2,097	2,150	2,200
# of Prisoner Transports	1,481	756	1,346	1,400	1,450
Transport Miles	44,640	33,478	25,168	22,000	17,141
Inmates Processed	1,696	1,048	1,277	1,100	1,063
Work Release Inmates	156	0	0	0	0
Total Drug Screening	541	0	0	0	0
Emergency Response Team Responses	209	179	182	150	105
Bookings	5,745	4,293	4,795	4,835	5,005

Public Safety

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$219,355	$263,900	$293,700	$297,200	$33,300	12.6%
Fringe Benefits	79,677	97,400	111,000	111,300	13,900	14.3%
Operating Costs	2,417,160	3,829,500	3,817,600	3,817,600	(11,900)	-0.3%
Total Expenditures	$2,716,192	$4,190,800	$4,222,300	$4,226,100	$35,300	0.8%
Revenues	$4,347,274	$5,445,500	$5,445,500	$5,445,500	$0	0.0%

Changes and Useful Information:

- The Automated Enforcement Unit consists of the Red Light Camera, Speed Camera and School Bus Camera programs.
- **Personal Services** and **Fringe Benefits** includes funding for FY2023 and FY2024 salary increases.
- **Operating costs** were reduced mainly due to one-time funding for a FY2023 approved position.
- **Revenues** represent the fines collected for the Red Light Camera, Speed Camera and School Bus 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.

School Bus Camera

The School Bus Enforcement and Monitoring program was implemented in an effort to reduce the number of vehicles failing to stop for school buses loading and unloading school kids. It is the belief of the Sheriff's Office school kids should be able to go to and from school without fear of drivers violating school bus stop lights. The cameras are being utilized in an effort to reduce the number of school bus stop light violations. Every school bus in Charles County is equipped with cameras. A $250 civil citation is issued to the school bus stop violator.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
AEU Supervisor - Civilian	1.0	1.0	1.0	1.0	1.0
AEU Supervisor/Lead	0.0	0.0	0.0	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	0.0	0.0	0.0	0.0	0.0
Total Full Time Equivalent	**4.0**	**4.0**	**4.0**	**5.0**	**5.0**

Objectives & Measurements:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Number of Red Light Citations Issued:	25,505	29,868	35,076	35,500	36,500
Number of Speed Camera Citations Issued:	31,576	45,601	42,312	43,025	43,575
Number of School Bus Citations Issued:	N\A	N\A	11,226	11,758	13,000

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$110,617	$134,000	$159,300	$160,900	$26,900	20.1%
Fringe Benefits	22,733	23,800	28,100	28,200	4,400	18.5%
Operating Costs	136,845	182,100	174,100	174,100	(8,000)	-4.4%
Total Expenditures	$305,421	$339,900	$361,500	$363,200	$23,300	6.9%
Revenues	$266,707	$290,000	$290,000	$290,000	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- **Operating Costs** decrease is based on activity and anticipated FY2024 cost.
- **Revenues** 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:

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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**

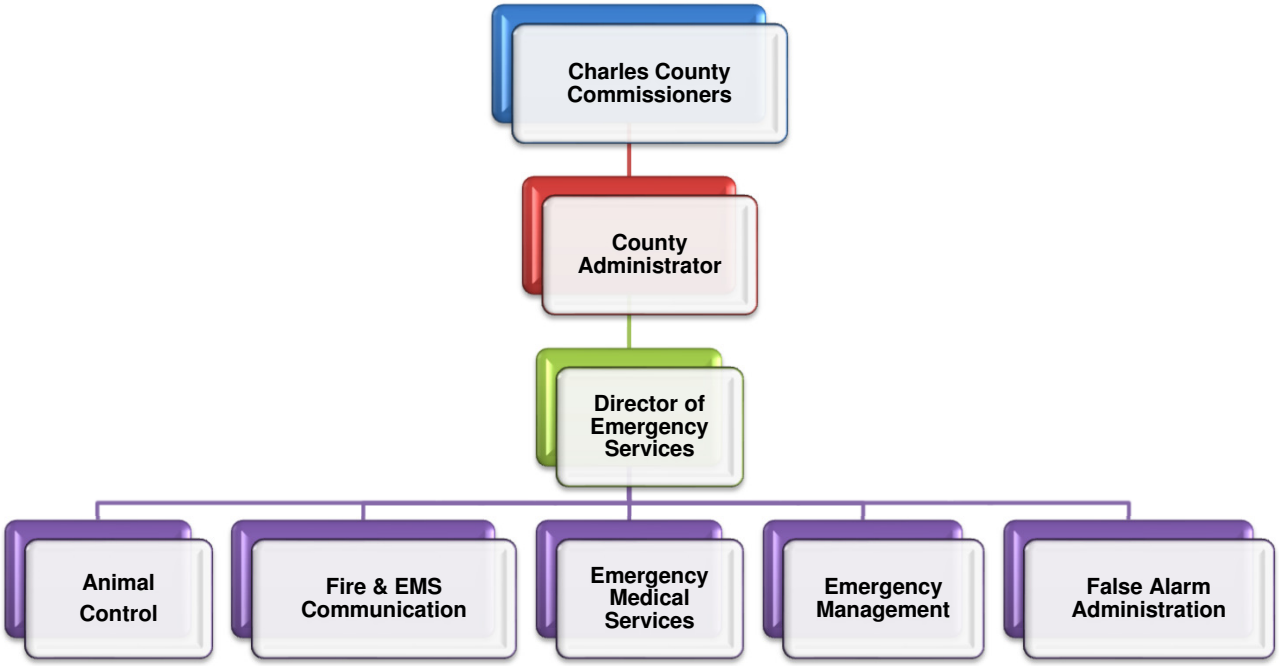
Objectives & Measurements:

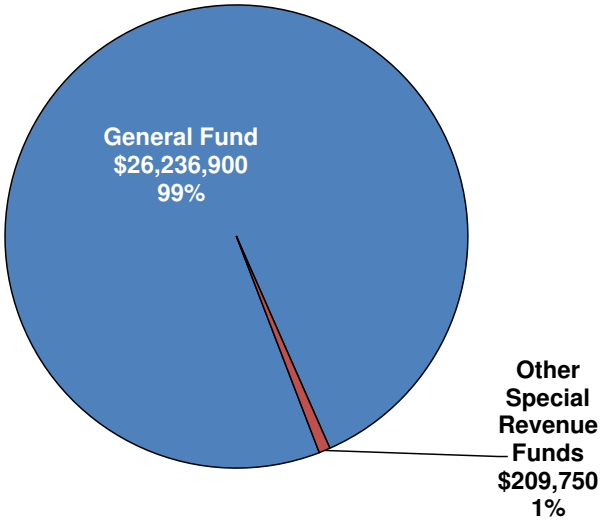
	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Number of Fingerprint cards processed:	4,527	5,928	6,032	6,150	6,225

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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$13,356,290	$14,753,600	$18,583,600	$16,893,000	$2,139,400	14.5%
Fringe Benefits	3,737,987	4,799,100	6,824,000	5,776,500	977,400	20.4%
Operating Costs	2,646,274	3,044,300	3,854,700	3,496,200	451,900	14.8%
Transfers Out	69,771	83,900	71,200	71,200	(12,700)	-15.1%
Capital Outlay	1,288,009	0	0	0	0	N/A
Total Expenditures	$21,098,330	$22,680,900	$29,333,500	$26,236,900	$3,556,000	15.7%
Revenues	$7,598,998	$6,701,600	$7,037,800	$7,037,800	$336,200	5.0%
Total Expenditures as % of Budget:	**4.6%**	**4.6%**	**5.5%**	**5.0%**		

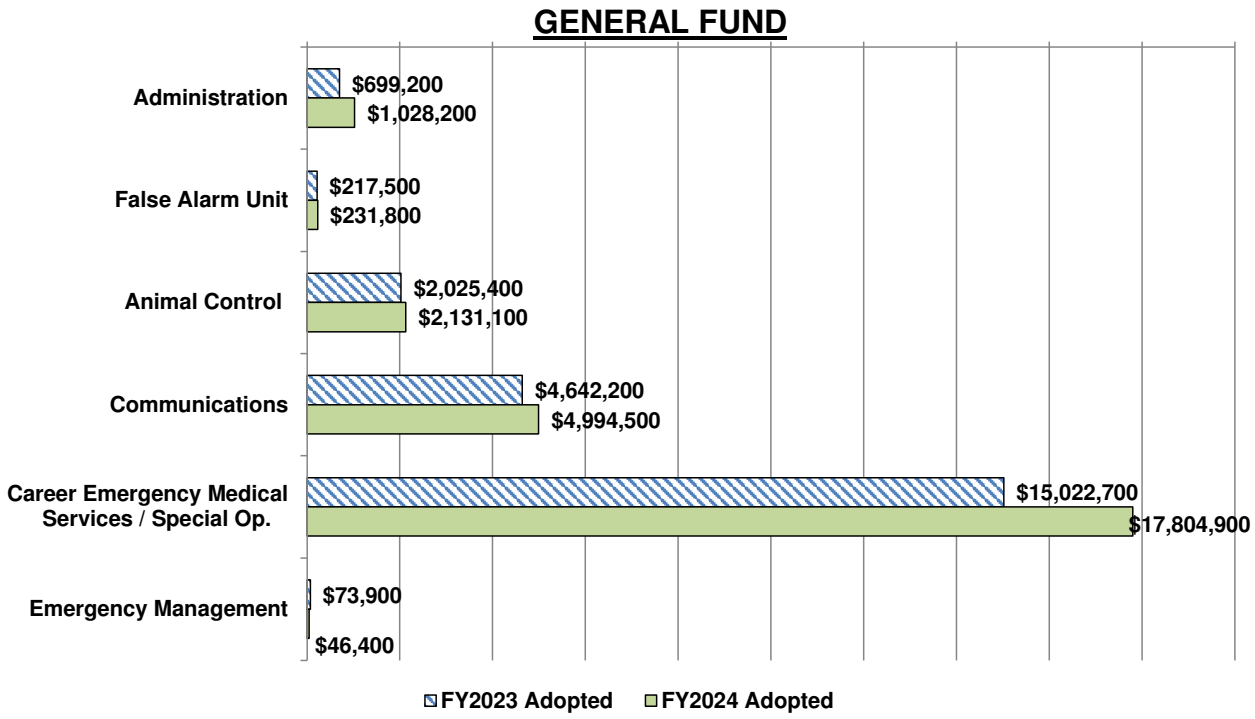




TOTAL FY2024 DEPARTMENT BUDGET
$26,446,650
(Totals for funds other than the General Fund exclude transfers-in from the General Fund)

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

Emergency Services Expenditure and Objectives & Measurements



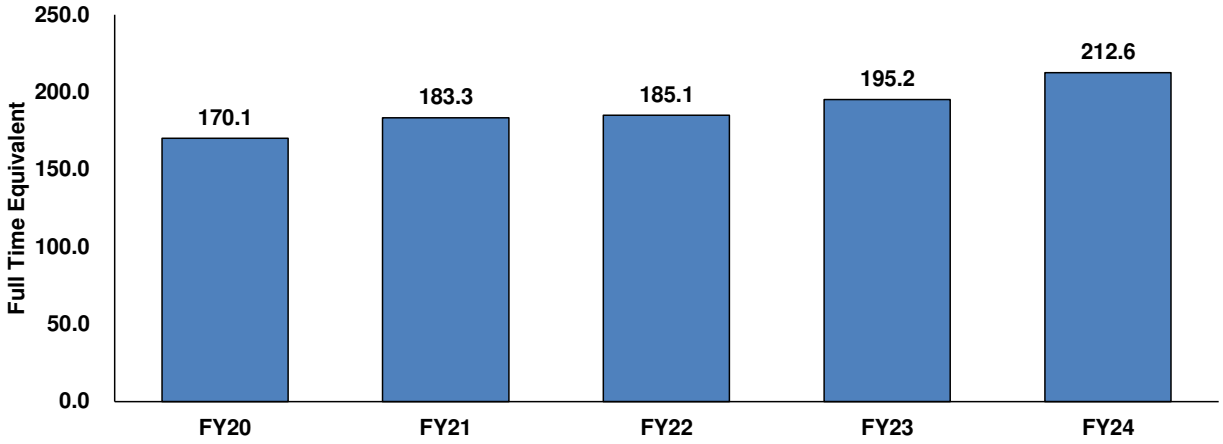
Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
False Alarm Reduction Unit: To maximize public awareness of false alarm issues and reduce their impact on our local emergency response personnel (Police, Fire and Emergency Medical Services).					
Ratio of False Alarms per Registered User	0.26	0.22	0.24	0.22	0.22
• 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	1717 - 87%	1483 - 88%	1422-78%	1472 -88%	1485-83%
Cats	1823 - 65%	2164 - 71%	1930-64%	1850-70%	1867-71%
Other	355 - 98%	484 - 97%	618-88%	490 - 96%	425-96%
Total	3895 - 76%	4131 - 79%	3970-72%	3812-80%	3777-81%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Public Safety					
9-1-1 Public Safety 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	73,700	73,777	77,291	85,000	85,000
Percent 911 Calls Dispatched < 2 mins	65%	63%	59%	70%	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	19,500	20,666	21,996	23,000	24,000
Responses by Volunteer Companies	4,276	4,140	3,808	3,500	3,300
Responses by Mutual Aid Partners	1,219	1,338	1,491	1,500	1,600
Total Number of Responses	24,995	26,144	27,295	28,000	28,900
Percent of Responses by Career EMS	78%	79%	81%	82%	85%
Transports by Career EMS	9,308	9,774	10,721	11,000	11,500
Transports by Volunteer Companies	2,897	2,773	2,524	2,400	2,300
Transports by Mutual Aid Partners	515	549	614	730	800
Total Number of Transports*	12,720	13,096	13,859	14,130	14,600
Percent of Transports by Career EMS	73%	75%	77%	78%	79%

*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:	FY20	FY21	FY22	FY23	FY24
Administration	3.6	3.8	4.8	4.9	5.4
False Alarm Reduction Unit (FARU)	2.0	2.0	2.0	2.0	2.0
Animal Control	23.2	23.2	24.2	24.2	24.2
Fire/EMS Communications	37.3	37.3	37.3	37.3	37.3
Career Emergency Medical Services / SOD	102.8	115.8	115.8	125.8	143.8
Emergency Management	1.2	1.2	1.0	1.0	0.0
Total Full Time Equivalent	**170.1**	**183.3**	**185.1**	**195.2**	**212.6**

Public Safety

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$499,742	$419,300	$621,800	$571,300	$152,000	36.3%
Fringe Benefits	170,778	177,300	223,600	197,900	20,600	11.6%
Operating Costs	13,111	18,700	232,200	226,000	207,300	1108.6%
Transfers Out	26,090	83,900	33,000	33,000	(50,900)	-60.7%
Total Expenditures	$709,721	$699,200	$1,110,600	$1,028,200	$329,000	47.1%
Revenues	$297,635	$312,000	$362,000	$362,000	$50,000	16.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases. The salary adjustment has also been aligned to match the Emergency Management Performance Grant which is contributing to the increase.
- **Operating Costs** includes an increase in contract services to manage the automated external defibrillators program (AED). Medical expenses were transferred from the EMS Division as the coordination and management is now the responsibility of the Health and Safety Officer. Also includes funding for video event data recorders to retrofit DES vehicles. This could help either protect the county from liability, or allow for the better training of personnel to decrease liability.
- The **Transfers Out** budget is the County's local match for the Emergency Management Performance Grant. A portion has been moved the Emergency Management Division.
- **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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Director of Emergency Services	1.0	1.0	1.0	1.0	1.0
Deputy Director of Emergency Services	0.0	1.0	1.0	1.0	1.0
Health and Safety Officer	0.0	0.0	1.0	1.0	1.0
Assistant to the Director	1.0	1.0	1.0	1.0	1.0
DES Program Support Specialist	1.0	1.0	1.0	1.0	1.0
Part Time	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	**3.6**	**4.6**	**5.6**	**5.6**	**5.6**
Allocated to Special Revenue	0.0	(0.8)	(0.8)	(0.7)	(0.3)
Net Cost to General Fund	**3.6**	**3.8**	**4.8**	**4.9**	**5.4**

Public Safety

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$141,130	$140,700	$132,400	$134,000	($6,700)	-4.8%
Fringe Benefits	37,796	35,200	53,500	53,600	18,400	52.3%
Operating Costs	34,711	41,600	44,200	44,200	2,600	6.3%
Total Expenditures	$213,637	$217,500	$230,100	$231,800	$14,300	6.6%
Revenues	$589,550	$506,600	$506,400	$506,400	($200)	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the FY2023 and FY2024 approved salary increases which is offset by turnover.
- **Operating Costs** includes an increase for credit card processing based on activity and equipment repairs and maintenance based on anticipated contract increase.
- **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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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
Division\Program: Animal Control — Fund: General
Program Administrator: Jeffrey Thomas, Chief of Animal Control

www.charlescountymd.gov/services/animal-care-control
www.charlescountymd.gov/services/animal-care-control/tri-county-animal-shelter

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,242,726	$1,322,500	$1,389,200	$1,384,500	$62,000	4.7%
Fringe Benefits	364,276	381,100	429,700	413,300	32,200	8.4%
Operating Costs	311,248	321,800	335,800	333,300	11,500	3.6%
Total Expenditures	$1,918,250	$2,025,400	$2,154,700	$2,131,100	$105,700	5.2%
Revenues	$568,707	$45,400	$40,200	$40,200	($5,200)	-11.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- **Operating Costs** increased for food/meals, veterinarian expenses and other miscellaneous items.
- **Revenues** represent animal licenses and dog fines and have been adjusted based on activity. The decrease reflects the cost of the Animal Shelter being solely the responsibility of Charles County.

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.

Approximately 6,000 animals were received by the County Animal Shelter in FY2021. 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Animal Control Services	1.0	1.0	1.0	1.0	1.0
Animal Shelter Manager	1.0	1.0	1.0	1.0	1.0
Animal Control Lieutenant	0.0	0.0	1.0	1.0	1.0
Animal Control Officer	4.0	4.0	4.0	4.0	4.0
Animal Shelter Supervisor	1.0	1.0	1.0	1.0	1.0
Animal Care Support Specialist	1.0	1.0	1.0	1.0	1.0
Animal Control Database Specialist	1.0	1.0	1.0	1.0	1.0
Animal Shelter Technician	3.0	3.0	3.0	3.0	3.0
Animal Shelter Attendant	7.0	7.0	7.0	7.0	7.0
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	**23.8**	**23.8**	**24.8**	**24.8**	**24.8**
Allocated to Special Revenue	(0.6)	(0.6)	(0.6)	(0.6)	(0.6)
Net Cost to General Fund	**23.2**	**23.2**	**24.2**	**24.2**	**24.2**

Public Safety

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$2,562,099	$2,681,000	$2,890,100	$2,845,300	$164,300	6.1%
Fringe Benefits	657,414	727,000	786,100	767,400	40,400	5.6%
Operating Costs	1,210,646	1,234,200	1,423,700	1,381,800	147,600	12.0%
Capital Outlay	775,162	0	0	0	0	N/A
Total Expenditures	$5,205,322	$4,642,200	$5,099,900	$4,994,500	$352,300	7.6%
Revenues	$1,785,711	$1,759,000	$1,810,000	$1,810,000	$51,000	2.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- **Operating Costs** increase is based on anticipated needs in the telephone account, anticipated annual maintenance cost increases and other adjustments based on activity. Also includes funding for CAD2CAD interface which will allow the connection of Charles County's CAD system with the systems of St. Mary's, Calvert and Prince Georges. This will allow the aforementioned counties to share real time unit status information and GIS information.
- **Revenues** are primarily from Local 911 fees.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	0.0	0.0	0.0
Public Safety Communications Supervisor	5.0	5.0	6.0	6.0	6.0
Dispatcher I, II and Assistant Supervisor	24.0	24.0	24.0	24.0	24.0
Mobile Data Systems Administrator	1.0	1.0	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	1.3	1.3	1.3	1.3	1.3
Total Full Time Equivalent	**37.3**	**37.3**	**37.3**	**37.3**	**37.3**

Department: Emergency Services
Division\Program: Career Emergency Medical Services / Special Operations — Fund: General
Program Administrator: Lori Cherry, Chief of Emergency Medical Services and Special Operations
www.charlescountymd.gov/services/emergency-services/emergency-medical-services

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$8,904,770	$10,131,700	$13,547,800	$11,957,900	$1,826,200	18.0%
Fringe Benefits	2,495,989	3,469,200	5,330,700	4,344,300	875,100	25.2%
Operating Costs	1,069,810	1,421,800	1,810,600	1,502,700	80,900	5.7%
Transfers Out	17,120	0	0	0	0	N/A
Capital Outlay	512,846	0	0	0	0	N/A
Total Expenditures	$13,000,534	$15,022,700	$20,689,100	$17,804,900	$2,782,200	18.5%
Revenues	$4,357,395	$4,078,600	$4,319,200	$4,319,200	$240,600	5.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases, and the full year impact of eight EMT positions and two Hazmat Technicians approved in FY2023. Also includes funding for the following FY2024 new positions:
  - Eight (8) EMT's for day crew and eight (8) EMT's for volunteer stations to assist in coverage during times when the stations are experiencing high call volume and to avoid crews from becoming overworked due to the growind demand for services.
  - Two (2) EMS Supply Technicians to manage growing fleet of vehicles, capital equipment, medical supplies, and uniforms.
- The **Operating Costs** increase provides additional funding for billing contract, vehicle fuel and other minor expenses based on activity. This is being partially offset by the transfer of medical expenses to the Administration Division. Also includes funding for iSimulate High Fidelity Simulation; this equipment can provide real life training simulation for the EMS training division. Funding for LifePak 15 cardiac monitors is also included to provide necessary ALS equipment to crews. In addition, uniforms and protective gear are decreasing which is offsetting an increase for a replacement ice machine and an increase in training for special operations.
- **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 7 - Potomac Heights
EMS 8 - Marbury 24/7 ALS	EMS 11 - Bryan's Road 24/7 ALS	24/7 Supervisor
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	

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.

Public Safety

Department: Emergency Services
Division\Program: Career Emergency Medical Services / Special Operations — Fund: General
Program Administrator: Lori Cherry, Chief of Emergency Medical Services and Special Operations

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**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	1.0	1.0	1.0	1.0
EMS Captain	4.0	6.0	6.0	6.0	6.0
Paramedic Supervisor/Lieutenant	8.0	13.0	13.0	13.0	13.0
Paramedics	47.0	47.0	47.0	47.0	47.0
Hazmat Technicians	0.0	0.0	0.0	2.0	2.0
Emergency Medical Technician	36.0	40.0	40.0	48.0	64.0
EMS Supply Technicians	0.0	0.0	0.0	0.0	2.0
Nurse - MIH program	0.0	1.0	1.0	1.0	1.0
EMS Specialist	1.0	1.0	1.0	1.0	1.0
Part Time Help	4.8	4.8	4.8	4.8	4.8
Total Full Time Equivalent	**102.8**	**115.8**	**115.8**	**125.8**	**143.8**

Public Safety

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

Expenditure Category	**FY2022 Actual**	**FY2023 Adopted**	**FY2024 Request**	**FY2024 Adopted**	**$ Change from FY2023**	**% Chg.**
Personal Services	$5,823	$58,400	$2,300	$0	($58,400)	-100.0%
Fringe Benefits	11,734	9,300	400	0	(9,300)	-100.0%
Operating Costs	6,748	6,200	8,200	8,200	2,000	32.3%
Transfers Out	26,561	0	38,200	38,200	38,200	New
Total Expenditures	$50,867	$73,900	$49,100	$46,400	($27,500)	-37.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases which are being offset by the alignment of the salary transfer to the Emergency Management Performance Grant.
- The **Operating Costs** budget increase is to establish a training budget for the Emergency Management Specialist to attend emergency management, incident command and incident management courses/conferences that are held throughout the fiscal year.
- The **Transfers Out** budget is the County's local match for the Emergency Management Performance Grant which was moved from 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:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Deputy Director of Emergency Services	1.0	1.0	0.0	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**	**1.0**	**1.0**	**1.0**
Allocated to Special Revenue	(0.8)	(0.8)	0.0	0.0	(1.0)
Net Cost to General Fund	**1.2**	**1.2**	**1.0**	**1.0**	**0.0**

Debt

Department: Debt Service
Division\Program: Fiscal & Administrative Services — Fund: General
Program Administrator: Jacob Dyer, Acting Director of Fiscal & Administrative Services

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Costs	$180,162	$308,000	$308,000	$308,000	$0	0.0%
Debt Service	31,589,383	34,191,200	32,780,100	32,798,400	(1,392,800)	-4.1%
Transfers Out	593,373	0	0	0	0	N/A
Total Expenditures	$32,362,918	$34,499,200	$33,088,100	$33,106,400	($1,392,800)	-4.0%
Revenues	$694,776	$2,757,400	$1,918,700	$1,918,700	($838,700)	-30.4%

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 $9.3 million for education related debt and $1.2 million for public safety related debt which includes nearly $1.0 million for Emergency Services and $98,100 for Sheriff operations.
- Due to the Capital Clubhouse debt being paid off, the **Transfer Out** budget is no longer needed.
- **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:

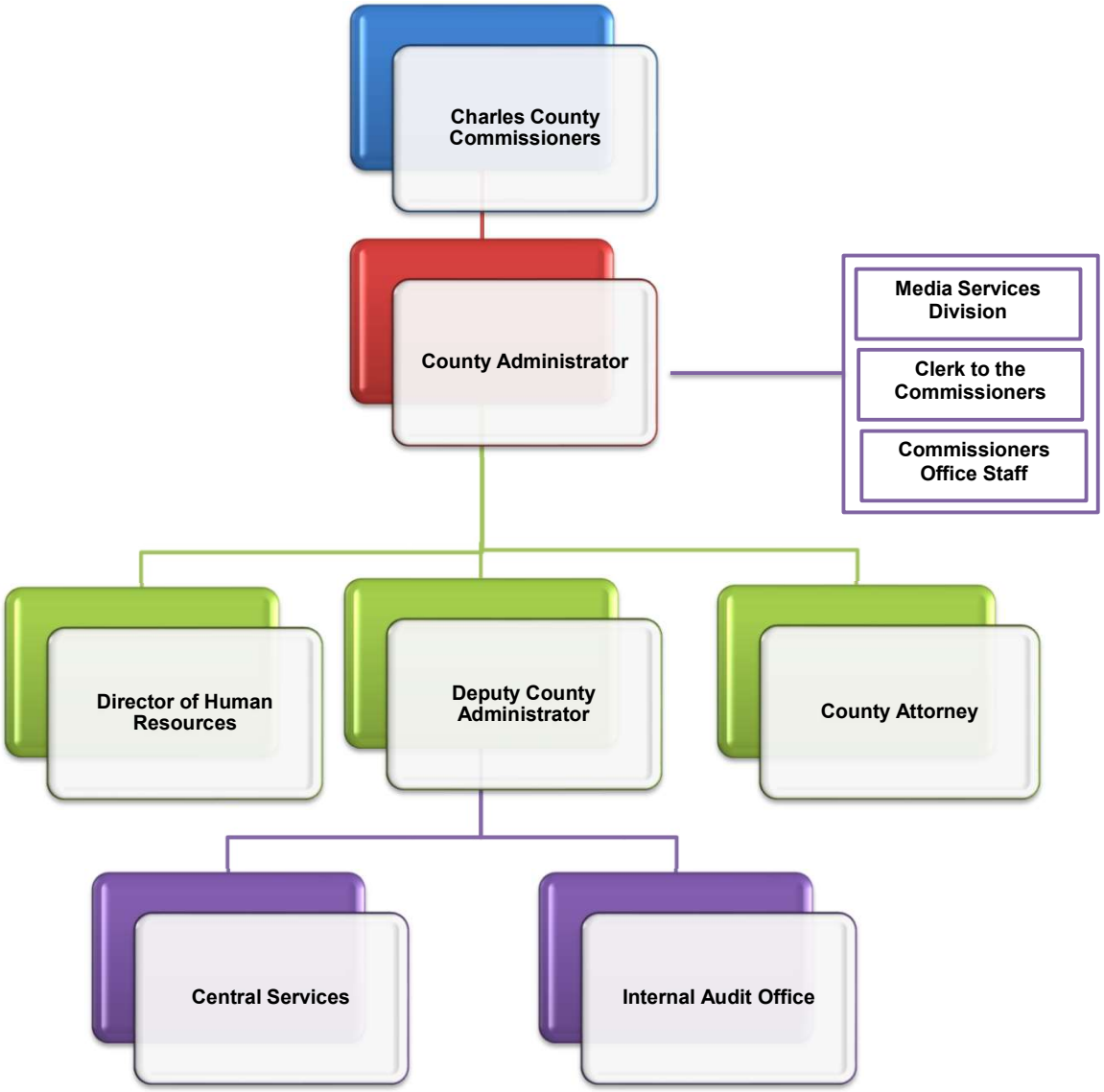
	FY2022 Actual	FY2023 Adopted	FY2024 Adopted	$ Change from FY2023	% Chg.
Bonds					
Board Of Education	$6,539,061	$7,647,300	$7,202,500	($444,800)	-5.8%
College of Southern Maryland	1,412,368	1,836,600	2,045,000	208,400	11.3%
General Government	6,874,254	7,494,020	5,945,570	(1,548,450)	-20.7%
Public Safety	1,842,079	2,580,880	2,712,630	131,750	5.1%
Transportation	11,333,270	11,349,200	11,704,200	355,000	3.1%
Bond Principal & Interest	$28,001,032	$30,908,000	$29,609,900	($1,298,100)	-4.2%
Leases					
Public Works - Facilities	$1,361,623	$1,431,200	$1,421,000	($10,200)	-0.7%
Recreation, Parks, and Tourism	676,505	637,000	804,100	167,100	26.2%
Emergency Services	990,791	875,900	649,400	(226,500)	-25.9%
Fiscal & Administrative Services	14,498	10,100	4,200	(5,900)	-58.4%
Economic Development	3,825	6,700	22,700	16,000	238.8%
Planning & Growth Management	10,124	9,400	11,700	2,300	24.5%
Central Services	0	0	6,600	6,600	New
General Government	0	0	156,800	156,800	New
Community Services	11,702	17,700	8,500	(9,200)	-52.0%
Sheriff	502,612	281,100	98,100	(183,000)	-65.1%
Other Agencies	16,672	14,100	5,400	(8,700)	-61.7%
Capital Lease Principal & Interest	$3,588,351	$3,283,200	$3,188,500	($94,700)	-2.9%
Transfer to Enterprise Fund	$593,373	$0	$0	$0	N/A
Operating Costs	$180,162	$308,000	$308,000	$0	0.0%
Total	**$32,362,918**	**$34,499,200**	**$33,106,400**	**($1,392,800)**	-4.0%

Objectives & Measurements:

	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Actual	FY24 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

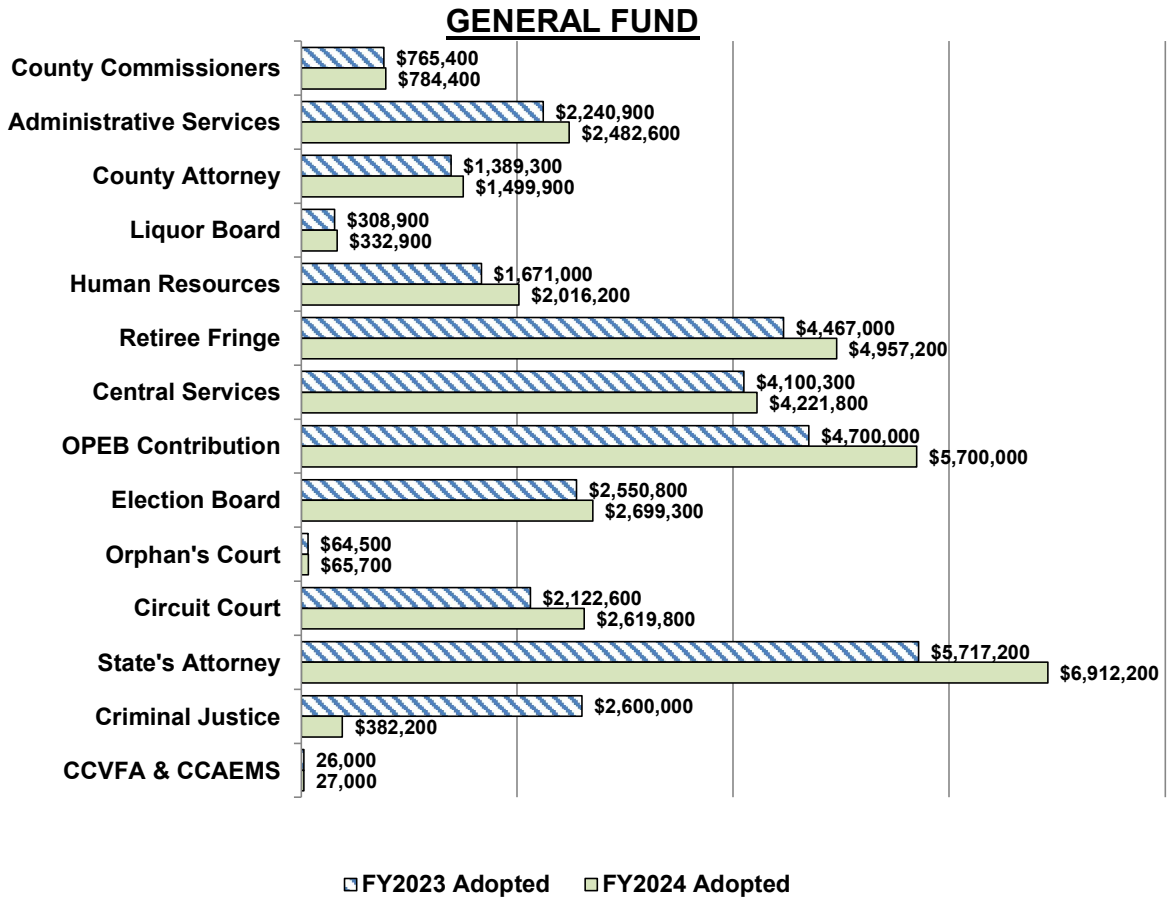
General Government Summary						
Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$8,987,294	$10,652,600	$12,373,700	$12,208,800	$1,556,200	14.6%
Fringe Benefits	5,926,869	7,240,300	8,401,100	8,303,400	1,063,100	14.7%
Operating Costs	5,260,025	7,795,100	8,670,200	7,917,000	121,900	1.6%
Transfers Out	136,878	147,500	151,600	160,200	12,700	8.6%
Agency Funding	4,897,390	5,711,900	5,898,200	5,898,200	186,300	3.3%
Capital Outlay	1,219,860	1,176,500	213,600	213,600	(962,900)	-81.8%
Total Expenditures	$26,428,315	$32,723,900	$35,708,400	$34,701,200	$1,977,300	6.0%
Total Expenditures as % of Budget:	**5.8%**	**6.6%**	**6.7%**	**6.6%**		
Revenues	$493,908	$754,700	$754,700	$754,700	$0	0.0%

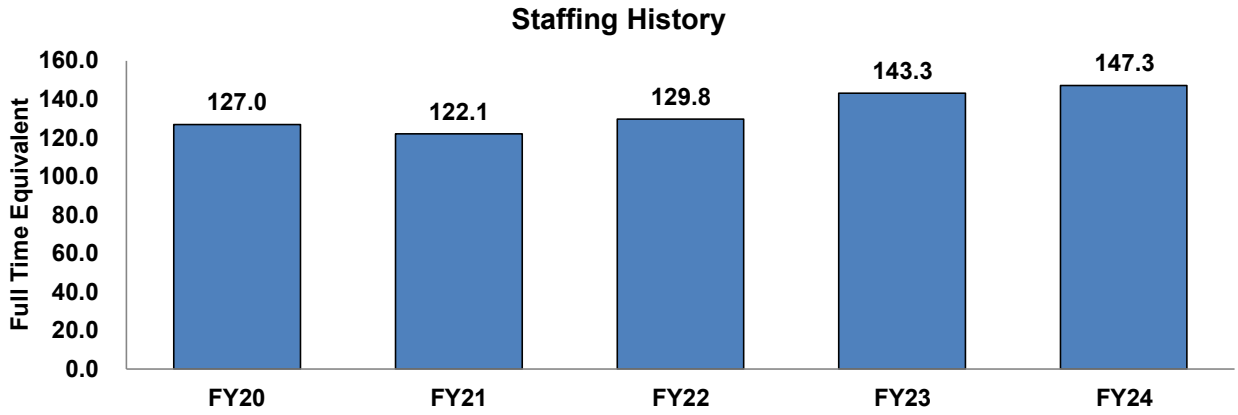


General Government Agencies which receive County funding:

State's Attorney
Election Board
Liquor Board
Orphan's Court
Criminal Justice
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:	FY20	FY21	FY22	FY23	FY24
County Commissioners	5.0	5.0	5.0	5.0	5.0
Administrative Services	19.9	15.0	15.7	16.7	17.7
County Attorney	9.5	9.5	9.5	10.5	10.5
Liquor Board	1.8	1.8	1.8	1.8	1.8
Human Resources*	12.5	13.5	13.5	15.5	16.5
Central Services	7.8	7.8	8.8	9.8	10.8
Circuit Court	18.2	17.2	18.2	20.7	21.7
State's Attorney	52.4	52.4	57.4	63.4	63.4
Total Full Time Equivalent	**127.0**	**122.1**	**129.8**	**143.3**	**147.3**

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

General Government

Department: Board of County Commissioners
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., Ralph E. Patterson, II, M.A.

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$279,364	$271,900	$271,900	$271,900	$0	0.0%
Fringe Benefits	104,986	96,200	94,800	94,800	(1,400)	-1.5%
Operating Costs	214,627	199,200	255,500	219,500	20,300	10.2%
Agency Funding	197,390	198,100	198,200	198,200	100	0.1%
Total Expenditures	$796,366	$765,400	$820,400	$784,400	$19,000	2.5%

Changes and Useful Information:

- Included in the **Operating Costs** are the individual Commissioner expense accounts. Per the County Commissioner Expense Policy (SOP#: CP.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.
  - Increase in Operating Costs is for anticipated Dues & Subscriptions.
  - During the budget adoption process the County Commissioners added additional one time funding to support community initiatives.
- 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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**

General Government

Department: Administrative Services
Division\Program: County Administrator's Office Administration — Fund: General
Program Administrator: Deborah Hall, Acting County Administrator

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$701,573	$758,500	$823,400	$835,300	$76,800	10.1%
Fringe Benefits	152,735	163,500	185,200	185,700	22,200	13.6%
Operating Costs	181,411	294,600	296,100	296,100	1,500	0.5%
Total Expenditures	$1,035,719	$1,216,600	$1,304,700	$1,317,100	$100,500	8.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases and the full year impact of the Assistant Clerk position approved in FY2023.
- The **Operating Costs** budget increase is for additional office supply needs.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	1.0	0.0	0.0	0.0	0.0
Executive Assistant	1.0	1.0	1.0	2.0	2.0
Clerk to the County Commissioners	0.0	0.0	1.0	1.0	1.0
Assistant Clerk to the BOCC	0.0	0.0	0.0	1.0	1.0
Program Support Specialist	1.0	1.0	1.0	0.0	0.0
Part Time	0.0	0.0	0.7	0.7	0.7
Total Full Time Equivalent	**5.0**	**4.0**	**5.7**	**6.7**	**6.7**

General Government

Department: Administrative Services
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$552,708	$581,500	$619,900	$682,300	$100,800	17.3%
Fringe Benefits	165,930	169,500	179,900	202,700	33,200	19.6%
Operating Costs	30,741	46,800	43,800	49,400	2,600	5.6%
Total Expenditures	$749,379	$797,800	$843,600	$934,400	$136,600	17.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** changes include the approved FY2023 and FY2024 salary increases. During the budget process, the Commissioners approved a Communications Coordinator position which will assist all Commissioners with writing and disseminating newletters, drafting letters, talking points and other communication type work.
- The **Operating Costs** includes funding for the new Communications Coordinator position.

Description:

The Commissioner Office Administration provides administrative support to the Commissioners.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Staff	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Staff	1.0	1.0	1.0	1.0	1.0
Clerk to the County Commissioners	1.0	1.0	0.0	0.0	0.0
Communications Coordinator	0.0	0.0	0.0	0.0	1.0
Senior Commissioner Specialist	1.0	0.0	0.0	0.0	0.0
Commissioner Specialist	3.0	4.0	4.0	4.0	4.0
Administrative Associate	2.0	2.0	2.0	2.0	2.0
Total Full Time Equivalent	**9.0**	**9.0**	**8.0**	**8.0**	**9.0**

General Government

Department: Administrative Services
Division\Program: Internal Audit — Fund: General
Program Administrator: Jenifer Ellin, Acting Deputy County Administrator
https://www.charlescountymd.gov/Home/Components/ServiceDirectory/ServiceDirectory/51/242

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$7,008	$173,500	$172,800	$174,400	$900	0.5%
Fringe Benefits	4,945	50,400	49,900	50,000	(400)	-0.8%
Operating Costs	255	2,600	6,700	6,700	4,100	157.7%
Total Expenditures	$12,208	$226,500	$229,400	$231,100	$4,600	2.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** reflects current salaries, provides an estimate to hire the vacant internal audit position and is adjusted for approved FY2023 salary changes. Also includes funding for approved FY2024 salary increases.
- **Operating Costs** increase is mainly due to increase in employee education.

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: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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
Division\Program: County Attorney — Fund: General
Program Administrator: Wes Adams, County Attorney
www.charlescountymd.gov/government/departments/county-attorney

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$760,552	$868,500	$924,200	$933,700	$65,200	7.5%
Fringe Benefits	177,065	202,400	235,700	236,500	34,100	16.8%
Operating Costs	120,703	318,400	329,700	329,700	11,300	3.5%
Total Expenditures	$1,058,320	$1,389,300	$1,489,600	$1,499,900	$110,600	8.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 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: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	4.0	4.0	4.0	5.0	5.0
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	**11.0**	**11.0**	**11.0**	**12.0**	**12.0**
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	**9.5**	**9.5**	**9.5**	**10.5**	**10.5**

General Government

Department: Liquor Board
Division\Program: Liquor Board — Fund: General
Program Administrator: Kathleen Quade, Chairperson
www.charlescountymd.gov/government/boards-commissions-committees-and-workgroups/board-of-license-commissioners-liquor-board

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$197,511	$211,600	$229,900	$230,700	$19,100	9.0%
Fringe Benefits	97,187	93,800	98,600	98,700	4,900	5.2%
Operating Costs	835	3,500	3,500	3,500	0	0.0%
Total Expenditures	$295,533	$308,900	$332,000	$332,900	$24,000	7.8%
Revenues	$210,779	$237,600	$237,600	$237,600	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved FY2023 and FY2024 salary increases.
- Liquor Board **Revenues** are estimated to remain the same in FY2024.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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
Division\Program: Administration — Fund: General
Program Administrator: Alexis Blackwell, Director of Human Resources
www.charlescountymd.gov/government/departments/human-resources

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$923,361	$1,062,300	$1,258,500	$1,231,400	$169,100	15.9%
Fringe Benefits	253,053	292,600	319,700	317,400	24,800	8.5%
Operating Costs	176,843	316,100	682,700	467,400	151,300	47.9%
Total Expenditures	$1,353,258	$1,671,000	$2,260,900	$2,016,200	$345,200	20.7%
Revenues	$130,829	$179,100	$197,000	$197,000	$17,900	10.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases. Also includes funding for a Human Resources Recruiter as the volume of recruitment has increased and an additional recruiter is needed so that successful recruitment remains a priority and departments are provided the services they need.
- The **Operating Costs** budget is increasing to provide additional funding for training, a classification and compensation study, and new furniture. Also included was additional Diversity, Equity and Inclusion (DEI) consultant funding.
- **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; diversity, equity and inclusion; 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:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	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	1.0	1.0	1.0	1.0
HR/DEI Coordinator	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	1.0	1.0	1.0	1.0	1.0
Human Resources Program Manager	1.0	1.0	1.0	1.0	1.0
Human Resources Recruiter	0.0	0.0	0.0	0.0	1.0
Human Resources Specialist	1.0	1.0	1.0	1.0	1.0
Benefits Specialist	0.0	0.0	0.0	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	**9.4**	**10.4**	**10.4**	**12.4**	**13.4**
Allocated to Enterprise Funds	0.0	0.0	0.0	0.0	(1.0)
Net Cost to the General Fund	**9.4**	**10.4**	**10.4**	**12.4**	**12.4**
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.*

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Retiree Health Benefits	$4,074,867	$4,442,000	$4,932,200	$4,932,200	$490,200	11.0%
Operating Costs	14,700	25,000	25,000	25,000	0	0.0%
Total Expenditures	$4,089,567	$4,467,000	$4,957,200	$4,957,200	$490,200	11.0%

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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Costs	$24,587	$26,000	$27,000	$27,000	$1,000	3.8%
Capital Outlay	420,718	0	0	0	0	N/A
Total Baseline	$445,305	$26,000	$27,000	$27,000	$1,000	3.8%

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** was to purchase portable radios in FY2022 to outfit volunteered owned Fire and EMS apparatuses for public safety personnel to have the ability to communicate to each other.

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
Division\Program: Administration — Fund: General
Program Administrator: Jenifer Ellin, Acting Deputy County Administrator / John McConnell, Chief of Central Services
https://www.charlescountymd.gov/Home/Components/ServiceDirectory/ServiceDirectory/57/242

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$519,127	$638,800	$795,200	$714,100	$75,300	11.8%
Fringe Benefits	128,521	154,900	195,500	167,200	12,300	7.9%
Operating Costs	1,210,842	1,392,300	1,518,700	1,505,700	113,400	8.1%
Capital Outlay	105,895	50,100	50,100	50,100	0	0.0%
Total Expenditures	$1,964,385	$2,236,100	$2,559,500	$2,437,100	$201,000	9.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases, and the full year impact of a new position approved in FY2023. During the budget adoption process the County Commissioners added a Security Technology Specialist position to assist with monitoring cameras and providing other security related duties.
- The **Operating Costs** increases are mainly due to estimated increases for property and liability insurance.
- **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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Central Services	1.0	1.0	1.0	1.0	1.0
Risk Manager	1.0	1.0	1.0	1.0	1.0
Safety and Training Officer	1.0	1.0	1.0	1.0	1.0
Worker's Compensation Specialist	0.0	0.0	1.0	1.0	1.0
Security Operations Manager	1.0	1.0	1.0	1.0	1.0
Building Security Officer	0.0	0.0	0.0	1.0	1.0
Security Technology Specialist	0.0	0.0	0.0	0.0	1.0
Mail Clerk/Administrative Associate	1.0	1.0	1.0	1.0	1.0
Part-Time	2.8	2.8	2.8	2.8	2.8
Total Full Time Equivalent	**7.8**	**7.8**	**8.8**	**9.8**	**10.8**

Objectives & Measurements:

	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 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)	1	3	25	15	20
WORK RELATED INJURIES (This information includes Sheriff's workers' compensation)					
# of work related injuries	203	270	281	250	250
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	$220	$218	$211	$226	$230
per vehicle for vehicle liability	$183	$174	$156	$150	$160
Average cost of property coverage:					
per $1M worth of County assets	$886	$953	$1,111	$1,241	$1,250
# of property damage claims	4	4	2	1	1
% of claims paid to premiums	36%	27%	4%	15%	15%

General Government

Department: Central Services
Division\Program: Central Services — Fund: General
Program Administrator: Jacob Dyer, Acting Director of Fiscal & Administrative Services

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$69,388	$25,000	$25,000	$50,000	$25,000	100.0%
Fringe Benefits	(570,086)	70,000	226,000	226,000	156,000	222.9%
Operating Costs	266,911	361,300	377,100	377,100	15,800	4.4%
Operating Costs - Studies	322,308	700,000	450,000	450,000	(250,000)	-35.7%
Operating Costs - SDAT	602,088	681,600	681,600	681,600	0	0.0%
Agency Funding- OPEB	4,700,000	4,700,000	5,700,000	5,700,000	1,000,000	21.3%
Agency Funding - Trust	0	13,800	0	0	(13,800)	-100.0%
Transfers Out	20,636	12,500	0	0	(12,500)	-100.0%
Total Expenditures	$5,411,244	$6,564,200	$7,459,700	$7,484,700	$920,500	14.0%

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 and includes the use of the employee health rate stabilization funds.
- **Operating Costs** increase is based on anticipated increases in insurance cost and also funds the Council of Government's (COG) Regional FARM fund to help promote the sale of regional produce.
- **Operating Costs- Studies** represents the budget for one-time studies. The funding for FY2024 includes an update to the comprehensive plan and funding for the Space Needs Task Force.

  - Update to the Comprehensive Plan: Required by State law to update the Comprehensive Plan every ten (10) years. The Comprehensive Plan serves as the policy guide and framework for future growth, development, and preservation in Charles County. The Plan addresses land use, water resources (including drinking water, wastewater, and stormwater) energy, transportation, public facilities (including police, fire and emergency services, schools, and libraries), economic development, housing, natural resources, environmentally sensitive areas, and community development.

  - Space Needs Task Force: To provide funding for services to assist the task force in creating a plan for sustainable county government space needs to include employee and community needs to ensure government services are provided in an equitable manner.

- **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.
- **Transfer Out** was for a potential match for an Urban Tree Canopy grant in FY2023. The Urban Tree Canopy can provide heat island mitigation, increase carbon sequestration, reduce stormwater runoff, improve livability, and expand urban wildlife habitat.

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
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$38,632	$333,000	$353,000	$353,000	$20,000	6.0%
Fringe Benefits	3,497	13,500	16,600	16,600	3,100	23.0%
Operating Costs	1,683,782	2,204,300	2,329,700	2,329,700	125,400	5.7%
Capital Outlay	664,274	0	0	0	0	N/A
Total Expenditures	$2,390,185	$2,550,800	$2,699,300	$2,699,300	$148,500	5.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes an increase in the pay for judges needed for the Presidential Election.
- **Operating Costs** increase is due to increased costs for printing, rent, office supplies, and for the County's reimbursement to the State for the Election Board employees associated salaries and fringe.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	1.0	1.0	1.0	1.0
*Program Assistant I	3.0	4.0	4.0	4.0	4.0
*Administrative Assistant	1.0	0.0	0.0	0.0	0.0
Part-time positions	1.3	1.3	1.3	1.5	1.5
Total Full Time Equivalent	**9.6**	**10.6**	**10.6**	**10.7**	**10.7**

*State Employees who are reimbursed by the County.

Objectives & Measurements:

	Gubernatorial 18 General Election	Presidential 20 Primary* Election	Presidential 20 General Election	Gubernatorial 22 Primary* Election	Gubernatorial 22 General Election
Total Registered Voters	112,134	95,342	118,747	120,311	121,087
% Democratic Votes	60.6%	74.3%	61.3%	61.4%	61.7%
% Republican Votes	22.2%	25.7%	20.3%	19.4%	19.1%
% Decline	17.2%	0.0%	17.2%	19.2%	19.2%
Total Voting Percentage	58.5%	45.7%	76.2%	22.3%	45.5%
Democratic - Voting Percentage	62.4%	37.1%	48.0%	26.8%	68.6%
Republicans - Voting Percentage	59.6%	8.6%	16.6%	23.9%	29.0%
Declines - Voting Percentage	41.2%	0.0%	10.8%	6.3%	2.4%

Charles County only has a Non-Partisan Primary ballot in a Gubernatorial Primary

General Government

Department: Orphan's Court
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$40,791	$39,500	$39,500	$39,500	$0	0.0%
Fringe Benefits	17,802	17,900	18,200	18,200	300	1.7%
Operating Costs	6,906	7,100	8,000	8,000	900	12.7%
Total Expenditures	$65,498	$64,500	$65,700	$65,700	$1,200	1.9%

Changes and Useful Information:

- Increase in operating costs is for postage based on historical spending.

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:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 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	90	65	101	100	110
# of petitions granted	883	883	1,214	900	1,220

General Government

Department: Other Criminal Justice
Division\Program: Other Criminal Justice — Fund: General

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$0	$17,300	$24,800	$24,800	$7,500	43.4%
Fringe Benefits	0	1,600	2,000	2,000	400	25.0%
Operating Costs	0	706,100	787,300	355,400	(350,700)	-49.7%
Capital Outlay	0	1,075,000	0	0	(1,075,000)	-100.0%
Agency Funding	0	800,000	0	0	(800,000)	-100.0%
Total Expenditures	$0	$2,600,000	$814,100	$382,200	($2,217,800)	-85.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** is in support of the Police Accountability Board and increase provides for four additional stipends for the Administrative Charging Committee.
- **Operating Costs**, **Capital Outlay** and **Agency Funding** were adjusted to move Body Worn Camera Program cost to the Charles County Sheriff's Office and the State's Attorney's Office. The funds remaining are for the Pretrial Services Program.

Description:

Funding to support the Police Accountability Board in the amount of $26,800. This board is charged with receiving complaints of police misconduct; holding quarterly meetings with heads of law enforcement, identify trends in the disciplinary process and recommending changes to improve police accountability. In addition this board reviews outcomes of disciplinary matters and appoints members to the Administrative Charging Committee and Trial Board. The Administrative Charging Committee considers complaints of police misconduct involving members of the public and determine whether the law enforcement office complained of should be administratively charged for misconduct. The Committee must issue written opinions describing their findings, determinations, and recommendations, if any, for discipline related to police misconduct involving a member of the public. Funding to support Pretrial Services is also included in the amount of $355,400.

Department: Circuit Court
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$943,881	$1,258,800	$1,585,700	$1,442,800	$184,000	14.6%
Fringe Benefits	256,944	323,200	412,500	358,400	35,200	10.9%
Operating Costs	231,022	354,200	553,800	494,900	140,700	39.7%
Transfers Out	116,242	135,000	151,600	160,200	25,200	18.7%
Capital Outlay	28,972	51,400	163,500	163,500	112,100	218.1%
Total Expenditures	$1,577,061	$2,122,600	$2,867,100	$2,619,800	$497,200	23.4%
Revenues	$152,301	$185,700	$320,100	$320,100	$134,400	72.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases**.** Also includes funding for a new Assignment Clerk which will perform a wide range of task related to scheduling and managing the hearing dockets and other court-related events.
- The **Operating Costs** increase provides for a raise in pay for citizens serving on either a grand jury or petit jury per a 2022 approved State legislation. The budget was also adjusted based on anticipated needs in contract services and other miscellaneous accounts.
- **Transfers Out** is for the County's local match on the Child Support Grant and local support of the Law Library Program.
- **Capital Outlay** is for replacement of courtsmart equipment and audio refresh and a public information kiosk to assist visitors with navigating the courthouse.
- **Revenues** represent Jury Fee Reimbursement, court fees and fines, revenues from the reproduction of compact disks of court hearings, child support rent revenue, and indirect cost reimbursement. Increase represents increase in jury fee revenue.

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: $31,000 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.

General Government

Department: Circuit Court
Division\Program: Circuit Court, Grand Jury, and Law Library — Fund: General
Program Administrator: Honorable H. James West, County Administrative Judge

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Circuit 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 Commissioner	1.0	1.0	1.0	1.0	1.0
Criminal Justice Coordinating Council Dir.	0.0	0.0	1.0	1.0	1.0
Help Center & Legal Resources Coord.	1.0	1.0	1.0	1.0	1.0
Court Statistics Analyst	1.0	1.0	1.0	1.0	1.0
Drug Court Program Manager	1.0	1.0	1.0	1.0	1.0
Drug Court Assistant Case Manager	1.0	1.0	1.0	1.0	1.0
Alternative Dispute Resolution Coordinator	1.0	1.0	1.0	1.0	1.0
Circuit Court Coordinator (Executive Assistant to Court Administrator)	1.0	1.0	1.0	1.0	1.0
Court Reporting Coordinator	1.0	1.0	1.0	1.0	1.0
Juvenile Case Manager	1.0	1.0	1.0	1.0	1.0
Admin Judge Judicial Administrative Assist.	1.0	1.0	1.0	1.0	1.0
Judicial Admin Assistant	4.0	4.0	4.0	4.0	4.0
Senior & Visiting Judge Assignment Coord.	0.0	1.0	1.0	1.0	1.0
Caseflow Program Manager	0.0	0.0	0.0	1.0	1.0
Juvenile & Family Law Case Manager	1.0	1.0	1.0	2.0	2.0
Guardianship Monitor	1.0	1.0	1.0	1.0	1.0
Drug Court Case Manager	1.0	1.0	1.0	2.0	2.0
Child Support Case Manager	1.0	1.0	1.0	2.0	2.0
Assistant Assignment Commissioner	0.0	1.0	1.0	1.0	1.0
Assignment Clerk (I -II)	4.0	2.0	2.0	2.0	3.0
Courtroom Clerk	1.0	1.0	1.0	0.0	0.0
Family Law Administrative Specialist	1.0	1.0	1.0	0.0	0.0
Part-Time positions	0.2	0.2	0.2	1.7	1.7
Total Full Time Equivalent	**27.2**	**27.2**	**28.2**	**31.7**	**32.7**
Allocated to Grants	(9.0)	(10.0)	(10.0)	(11.0)	(11.0)
Net Cost to General Fund	**18.2**	**17.2**	**18.2**	**20.7**	**21.7**

Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
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.					
# of Scheduled Hearings	10,275	10,886	12,507	13,149	13,939
Case Type - % Concluded within # of days					
General Civil - 98% within 548 days	93.0%	90.8%	83.7%	87.0%	92.0%
Foreclosure Cases - 98% within 730 days	96.4%	88.4%	56.4%	75.0%	90.0%
Criminal Cases - 98% within 180 days	94.7%	83.6%	61.3%	78.0%	90.0%
Family Law - 98% within 365 days	96.0%	78.4%	87.3%	90.0%	95.0%
Family Law (Limited Divorce) 98% within 730 days	98.4%	100.0%	90.6%	95.0%	98.0%
Juvenile - 98% within 90 days*	100.0%	59.5%	98.6%	98.0%	98.0%
Child in Need of Assistance (CINA) Non-Shelter - 100% within 60 days*	45.5%	100.0%	100.0%	100.0%	100.0%
CINA Shelter - 100% within 30 days	100.0%	100.0%	100.0%	100.0%	100.0%
Termination of Parental Rights 100% within 180 days	100.0%	100.0%	100.0%	100.0%	100.0%

**FY20, FY21, and FY22 performance measures were affected by the Pandemic, intermittent suspensions of jury trials, and social distancing requirements.*

Department: State's Attorney's Office
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$3,953,398	$4,412,400	$5,249,900	$5,224,900	$812,500	18.4%
Fringe Benefits	1,059,423	1,148,800	1,434,300	1,397,000	248,200	21.6%
Operating Costs	171,465	156,000	294,000	290,300	134,300	86.1%
Total Expenditures	$5,184,286	$5,717,200	$6,978,200	$6,912,200	$1,195,000	20.9%

Changes and Useful Information:

- Includes a budget for anticipated FY2024 cost associated with the **Body Worn Camera (BWC) Program** that must be implemented by 2025 per State law. Mid-year FY2023 funding was provided for four positions to support this program: a Supervising Attorney, a Lead BWC Technician and two BWC Technicians. In addition funding was also provided for a workspace in support of these new positions and for digital evidence management software.
- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases, funding for lawyer retention, the full year impact of two (2) new positions from FY2023 and the impact of the four (4) positions dedicated to the BWC Program.
- Increases in **Operating Costs** includes the cost of the BWC software per the NICE contract and an increase in Investigation account based on anticipated spending.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
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	17.0	17.0	23.0	24.0	24.0
Support Staff*	34.4	34.4	34.4	38.4	38.4
Total Full Time Equivalent	**53.4**	**53.4**	**59.4**	**64.4**	**64.4**
FAS IT Support	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Special Revenue Support	0.0	0.0	(1.0)	0.0	0.0
Net Cost to the General Fund	**52.4**	**52.4**	**57.4**	**63.4**	**63.4**

**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.*

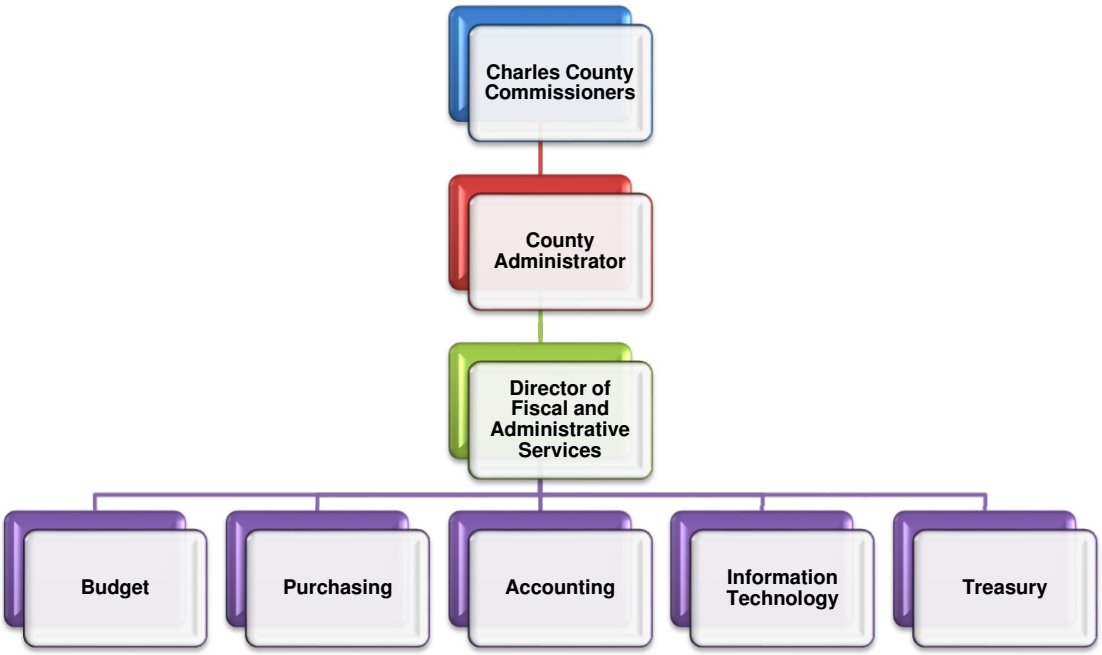
Fiscal & Administrative Services Summary

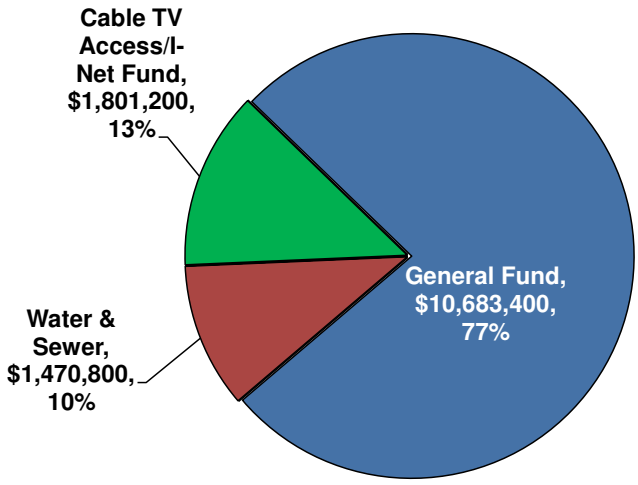
Jacob Dyer, Acting Director of Fiscal & Administrative Services 301-645-0570 301-870-2542

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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$4,103,936	$4,244,800	$4,725,600	$4,762,100	$517,300	12.2%
Fringe Benefits	1,490,543	1,481,000	1,670,100	1,693,400	212,400	14.3%
Operating Costs	2,369,085	3,238,800	4,157,200	4,227,900	989,100	30.5%
Total Expenditures	$7,963,564	$8,964,600	$10,552,900	$10,683,400	$1,718,800	19.2%
Revenues	$568,511	$632,400	$651,300	$651,300	$18,900	3.0%
Total Expenditures as	**1.8%**	**1.8%**	**2.0%**	**2.0%**		



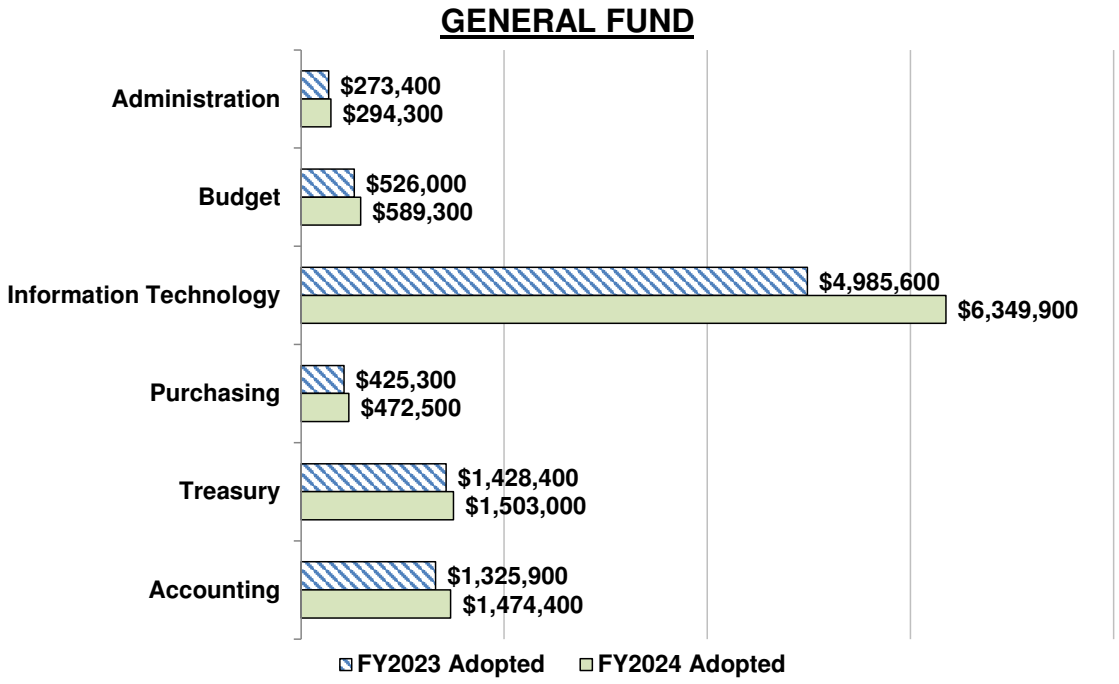


TOTAL FY2024 DEPARTMENT BUDGET
$13,955,400

(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:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 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	99.9%	93.3%	94.5%	95.9%	95.9%
General Fund Expense	95.8%	97.7%	98.3%	97.3%	97.3%
Water & Sewer Revenue	95.3%	96.1%	96.8%	96.1%	96.1%
Water & Sewer Expense	90.1%	91.5%	88.3%	89.9%	89.9%
Landfill Revenue	86.3%	97.2%	92.3%	91.9%	91.9%
Landfill Expense	93.6%	97.3%	90.0%	93.6%	93.6%
Cable Revenue	98.7%	98.7%	98.5%	98.6%	98.6%
Cable Expense	76.0%	82.0%	83.3%	80.4%	80.4%
Environmental Service Fund Revenue	99.6%	99.5%	99.3%	99.5%	99.5%
Environmental Service Fund Expense	99.1%	95.0%	94.4%	96.2%	96.2%
Watershed Revenue	99.8%	98.8%	97.3%	99.8%	99.8%
Watershed Expense	95.5%	96.7%	92.6%	96.8%	96.8%

FY23 Projected is based on current year end estimates

FY24 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

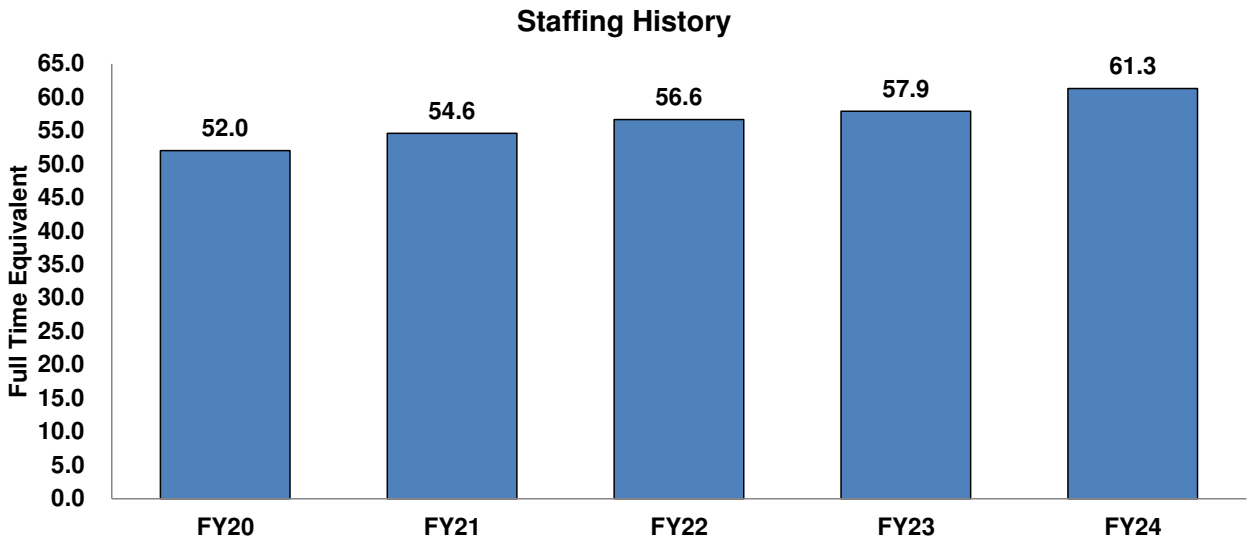
Budget: The County has adopted a strict, but flexible, policy regulating transfer of budget funds between line items and programs. Significant transfer requests require approval at the County Administrator or Commissioner level. The budget policy allows for a continuous flow of operating costs, while maintaining a desired degree of control.					
Average number of days for approval of budget transfer requests	4.61	3.47	3.07	3.72	4.00

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

Fiscal & Administrative Services Objectives & Measurements Cont.

Objectives & Measurements:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Information Technology: Provide technical support and assistance with computer related requests.					
Number of users supported	1,128	1,166	1,057	1,100	1,150
• 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	97%	98%	98%	95%	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	1,819	1,984	2,079	2,100	2,100
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
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)	$6,388,248	$16,959,096*	$3,578,839	$4,000,000	$4,000,000
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy					
**Note - Cost avoidance significantly exceeded estimates due to award of large construction project where cost avoidance exceeded $10M due to the variance in value of bids received.*					
Accounting: To enable as many active permanent accounts payable vendors to receive ACH payments, saving the County funds on special check printing paper, toner, and postage.					
Percent of ACH payments to total payments	39.7%	43.0%	52.0%	55.0%	56.0%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
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	1.0	1.5	2.0	2.5	2.5
• 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)	7	4	4	7	4
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy					

Fiscal & Administrative Services Staffing History



Positions by Program:	FY20	FY21	FY22	FY23	FY24
Administration	2.2	2.2	2.2	2.2	2.2
Budget	4.4	4.4	5.4	5.4	5.4
Information Technology	16.4	19.0	19.5	20.5	22.9
Purchasing	4.0	4.0	4.0	4.0	4.0
Accounting	11.5	11.5	12.0	12.3	13.3
Treasury	13.5	13.5	13.5	13.5	13.5
Total Full Time Equivalent	**52.0**	**54.6**	**56.6**	**57.9**	**61.3**

Fiscal & Administrative Services

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$211,353	$216,400	$230,900	$232,100	$15,700	7.3%
Fringe Benefits	54,613	52,400	57,500	57,600	5,200	9.9%
Operating Costs	2,736	4,600	4,600	4,600	0	0.0%
Total Expenditures	$268,702	$273,400	$293,000	$294,300	$20,900	7.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 salary increases.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Director of Fiscal & Administrative Services	1.0	1.0	1.0	1.0	1.0
Fiscal & Administrative Coordinator	0.5	0.5	0.5	0.5	0.5
Part Time	0.7	0.7	0.7	0.7	0.7
Total Full Time Equivalent	**2.2**	**2.2**	**2.2**	**2.2**	**2.2**

Fiscal & Administrative Services

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$330,402	$375,600	$400,800	$404,100	$28,500	7.6%
Fringe Benefits	139,432	141,700	175,700	176,100	34,400	24.3%
Operating Costs	6,315	8,700	9,100	9,100	400	4.6%
Total Expenditures	$476,149	$526,000	$585,600	$589,300	$63,300	12.0%
Revenues	$103,708	$116,000	$124,300	$124,300	$8,300	7.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- **Operating Costs** increased to provide additional funds in employee education for the new Budget Analyst position and printing based on the cost to print the budget book.
- **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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	3.0	4.0	4.0
Fiscal & Administrative Coordinator	0.5	0.5	0.5	0.5	0.5
Total Full Time Equivalent	**5.5**	**5.5**	**6.5**	**7.5**	**7.5**
Allocated to Capital Projects	(1.2)	(1.2)	(1.2)	(2.2)	(2.2)
Allocated to Special Revenue Fund	0.0	0.0	0.0	(1.0)	(1.0)
Net Cost to General Fund	**4.4**	**4.4**	**5.4**	**5.4**	**5.4**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,530,958	$1,579,300	$1,845,100	$1,849,500	$270,200	17.1%
Fringe Benefits	512,496	512,600	602,500	623,100	110,500	21.6%
Operating Costs	2,107,009	2,893,700	3,800,200	3,877,300	983,600	34.0%
Total Expenditures	$4,150,463	$4,985,600	$6,247,800	$6,349,900	$1,364,300	27.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases, as well as the impact from reallocating various part-time and full-time positions between the Cable Fund and the General Fund. Also included is the full year impact of the FY2023 approved IT Licensing & Inventory Specialist position. For FY2024 a new I.T. Tech Support Specialist position was approved. This position will support the implementation of new hardware, new software, new security enhancements as well as assist with troubleshooting county equipment in an hybrid environment.
- Increase in **Operating Costs** is the net result of the increase in funding to support the I.T. Division as well as other department's needs which include the following:
  - Various items for the FY2024 new positions.
  - Annual financial system software cost, as well as increases for Granicus GovMeetings, Adobe, and various other software increases.
  - To support an iPad replacement project, replacement of wireless access points, IP cameras, and laptops.
  - During the budget adoption process the County Commissioners added funding to purchase 25 laptops, bags and security cables for Paramedics and EMTs to use while on duty at fire and rescue stations throughout the county.

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
Division\Program: Information Technology — Fund: General
Program Administrator: Evelyn Jacobson, Chief Information Officer

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
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	1.0	1.0	1.0	1.0
Information Security Officer	1.0	1.0	1.0	1.0	1.0
Broadband and Cable Manager	1.0	1.0	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	4.0	4.0	4.0	5.0
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	3.0	3.0	3.0	3.0	3.0
Security Analyst	0.0	1.0	1.0	1.0	1.0
Network Specialist II	1.0	1.0	1.0	1.0	1.0
IT License & Inventory Specialist	0.0	0.0	0.0	1.0	1.0
Technical Support Specialist II	2.0	3.0	3.0	3.0	4.0
Telecommunication Specialist	1.0	1.0	1.0	1.0	1.0
Information Technology Support Specialist	1.0	1.0	1.0	1.0	1.0
Part-time positions	3.8	1.7	1.7	1.7	1.7
Total Full Time Equivalent	**27.8**	**29.7**	**29.7**	**30.7**	**32.7**
Allocated to Cable TV / I-Net Fund	(8.3)	(6.7)	(6.2)	(6.2)	(4.8)
Allocated to W&S Enterprise Fund	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
Allocated to Inspection Fund	0.0	(1.0)	(1.0)	(1.0)	(2.0)
Allocated to State's Attorney's Office	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Net Cost to General Fund	**16.4**	**19.0**	**19.5**	**20.5**	**22.9**

Fiscal & Administrative Services

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

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$266,825	$249,500	$269,800	$275,500	$26,000	10.4%
Fringe Benefits	175,969	167,300	188,600	188,900	21,600	12.9%
Operating Costs	5,091	8,500	8,100	8,100	(400)	-4.7%
Total Expenditures	$447,885	$425,300	$466,500	$472,500	$47,200	11.1%
Revenues	$1,000	$0	$0	$0	$0	N/A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- The **Operating Costs** has been adjusted based on anticipated FY2024 needs.

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: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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
Purchasing Programs Outreach Admin.	0.0	0.0	0.0	0.0	0.0
Senior Procurement Specialist	2.0	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	**7.0**	**7.0**	**7.0**	**7.0**	**7.0**
Allocated to Capital Projects	(3.0)	(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
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$894,675	$943,300	$1,048,200	$1,059,500	$116,200	12.3%
Fringe Benefits	289,729	298,900	327,200	328,000	29,100	9.7%
Operating Costs	79,051	83,700	93,300	86,900	3,200	3.8%
Total Expenditures	$1,263,455	$1,325,900	$1,468,700	$1,474,400	$148,500	11.2%
Revenues	$265,764	$350,700	$361,300	$361,300	$10,600	3.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases. Funding was also provided for a new Accounting Specialist position to assist with keeping up with the demands caused by permitting and financial software solutions for Planning and Growth Management and Fiscal & Administrative Services post-implementation. This position is critical for strengthening the monitoring and recording of financial transactions.
- **Operating Cost** increase is for auditing fees based on anticipated expenses and in support of the new position.
- **Revenues** are associated with the indirect cost reimbursement to Enterprise Funds and 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 FY21 by the Government Finance Officers Association (GFOA) of the United States and Canada.

Positions:

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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
Accounts Payable Manager	0.0	0.0	1.0	1.0	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	1.0	1.0	1.0	2.0
Accounting Specialist I	2.0	1.0	1.0	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	2.0	2.0
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	7.0	7.0	7.0	7.0	8.0
Part Time	0.8	0.8	1.4	0.7	0.0
Total Full Time Equivalent	**20.8**	**20.8**	**22.4**	**22.7**	**24.0**
Allocated to Capital Projects	0.0	0.0	(0.5)	(0.5)	(0.5)
Allocated to Enterprise Funds	(9.3)	(9.3)	(9.9)	(9.9)	(10.3)
Net Cost to General Fund	**11.5**	**11.5**	**12.0**	**12.3**	**13.3**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$869,722	$880,700	$930,800	$941,400	$60,700	6.9%
Fringe Benefits	318,305	308,100	318,600	319,700	11,600	3.8%
Operating Costs	168,883	239,600	241,900	241,900	2,300	1.0%
Total Expenditures	$1,356,909	$1,428,400	$1,491,300	$1,503,000	$74,600	5.2%
Revenues	$198,039	$165,700	$165,700	$165,700	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2023 and FY2024 approved salary increases.
- **Operating Costs** increase is to support increase in office supplies and printing.
- **Revenues** remain flat compared to the FY2023 adopted budget.

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, 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.

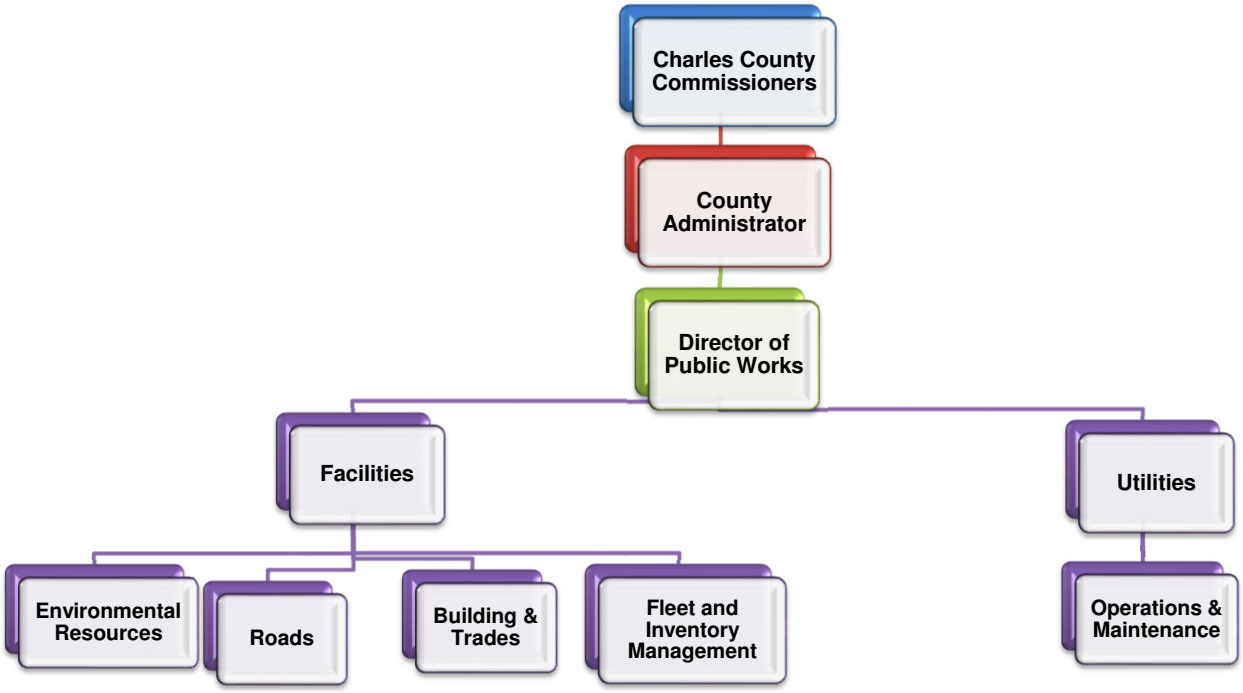
Positions:

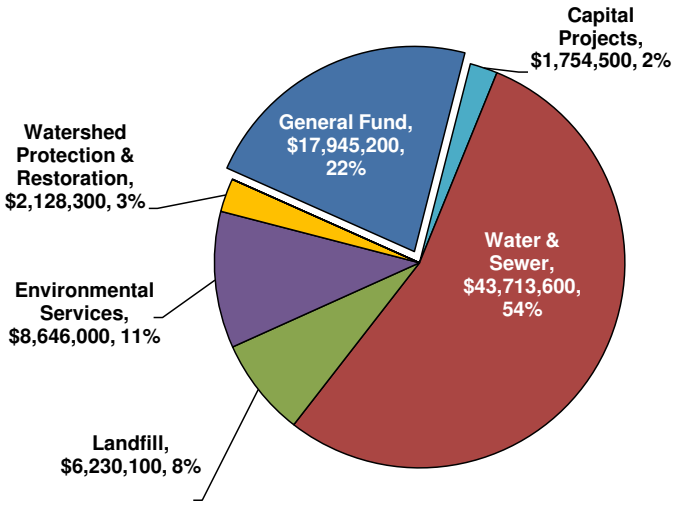
Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Treasury	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Treasury	1.0	1.0	1.0	1.0	1.0
Senior Tax Specialist	1.0	1.0	1.0	1.0	1.0
Treasury Specialist	1.0	1.0	1.0	1.0	1.0
Tax Specialist	3.0	3.0	3.0	3.0	3.0
Deed Specialist	1.0	1.0	1.0	1.0	1.0
Revenue Specialist	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

Martin Harris, 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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$7,227,300	$7,447,800	$7,929,100	$8,015,100	$567,300	7.6%
Fringe Benefits	1,928,137	1,889,900	2,282,000	2,291,200	401,300	21.2%
Operating Costs	6,562,700	7,215,700	7,649,000	7,638,900	423,200	5.9%
Total Expenditures	$15,718,137	$16,553,400	$17,860,100	$17,945,200	$1,391,800	8.4%
Revenues	$615,109	$621,800	$660,500	$660,500	$38,700	6.2%
Total Expenditures as	**3.5%**	**3.3%**	**3.3%**	**3.4%**		



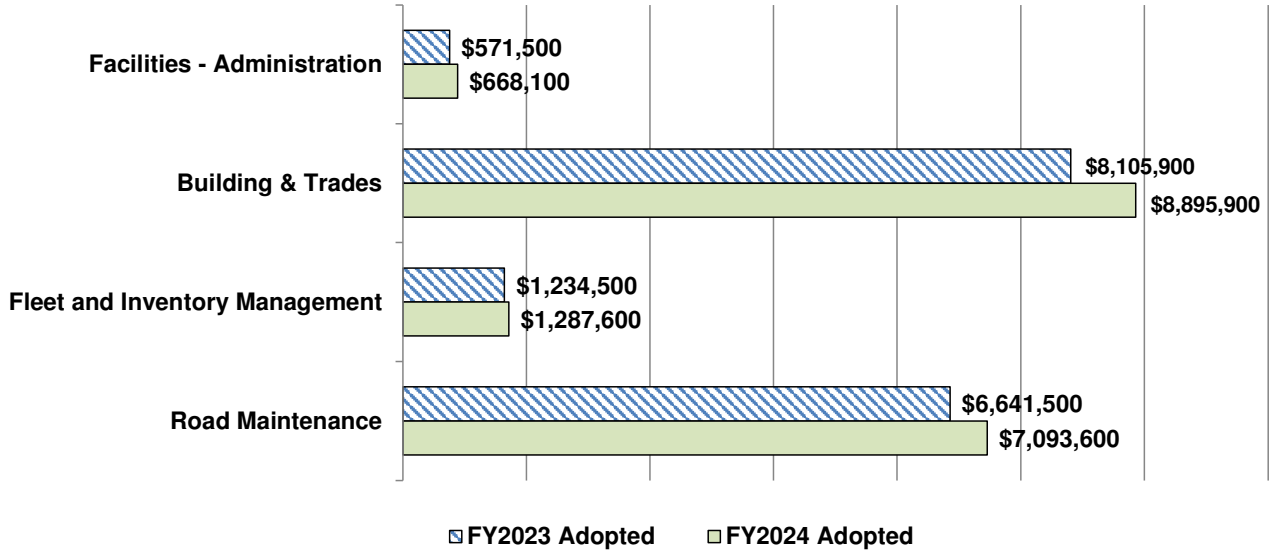


TOTAL FY2024 DEPARTMENT BUDGET
$80,417,700
(Totals for funds other than the General Fund exclude debt service and funding for future reserves.)

As indicated by the graph, the Department of Public Works is allocated through several different funds.

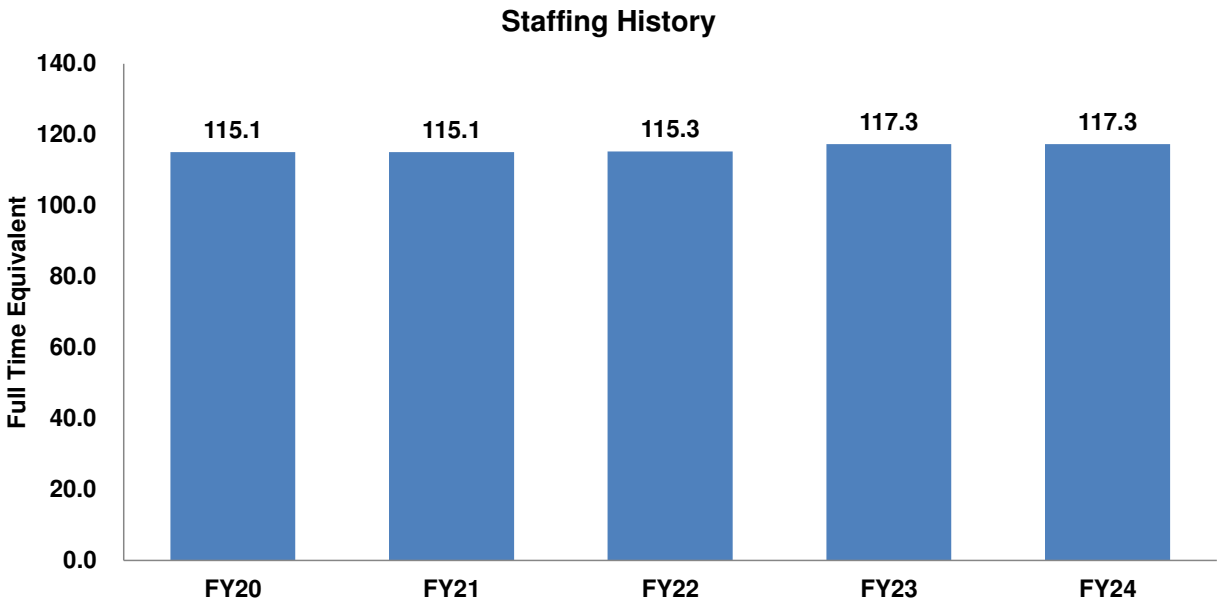
Public Works Expenditure and Objective & Measurements

GENERAL FUND



Objectives & Measurements:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 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	812,019	812,019	812,019	812,019	835,263
Cost of custodial services per sq. ft.	$0.12	$0.10	$0.08	$0.12	$0.08
• 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	4,800	5,928	7,164	8,232	8,050
% Corrective	7%	12%	2%	2%	2%
% Preventive	93%	88%	98%	98%	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.					
maintained	1,300	1,265	1,254	1,300	1,350
% Corrective	75%	94%	93%	80%	85%
% Preventive	25%	6%	7%	20%	15%
Cost per vehicle	$300	$185	$177	$400	$425
• 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	50	55	50	45
Cost per mile	$220,000	$240,000	$250,000	$240,000	$275,000
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	400	514	497	400	400
Cost per repair	$90	$90	$95	$90	$95
• 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	1,725	1,738	1,860	1,750	1,870
Cost per mile maintained	$2,550	$2,530	$2,365	$2,515	$2,352
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					

Public Works Staffing History



Positions by Program:	FY20	FY21	FY22	FY23	FY24
Facilities - Administration	7.5	6.8	6.8	5.7	6.1
Building & Trades	59.4	59.4	59.4	60.8	60.8
Fleet and Inventory Management	7.8	8.5	8.7	10.0	10.0
Road Maintenance	40.4	40.4	40.4	40.8	40.3
Total Full Time Equivalent	**115.1**	**115.1**	**115.3**	**117.3**	**117.3**

Public Works

Department: Public Works
Division\Program: Facilities - Administration — Fund: General
Program Administrator: Martin Harris, Director of Public Works
www.charlescountymd.gov/government/public-works-facilities

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$619,126	$446,200	$497,900	$504,200	$58,000	13.0%
Fringe Benefits	178,875	114,000	149,000	149,600	35,600	31.2%
Operating Costs	15,780	11,300	15,900	14,300	3,000	26.5%
Total Expenditures	$813,781	$571,500	$662,800	$668,100	$96,600	16.9%
Revenues	$8,427	$4,600	$6,200	$6,200	$1,600	34.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved FY2023 salary increases, as well as the impact of a reallocation of various positions based on job duties. Also includes funding for approved FY2024 salary increases and two new FY2024 positions. A new DPW Management Support Coordinator to administer or oversee recruitment, training, and disciplinary processes for the department and a new Assistant to the Director to provide administrative and operational support to the Director, Deputy Directors and Chiefs.
- The **Operating Costs** increase is in support of the new positions.
- **Revenues** are from agencies that use the County's fuel pumps.

Description:

The Department of Public Works (DPW) - Facilities provides services that improve the quality of life for the residents of Charles County and ensures County infrastructure and assets are safe and reliable. DPW - Facilities maintains County owned roads, bridges, facilities, vehicles, and equipment; manages landfill operations and recycling programs; provides snow removal and/or emergency response services for severe weather related road conditions. DPW - Facilities also provides educational and outreach opportunities for residents to learn about services and programs.

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 in capital improvement projects.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	0.0	0.0
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
Management Support Coordinator	0.0	0.0	0.0	0.0	1.0
Assistant to the Director	0.0	0.0	0.0	0.0	1.0
Inventory Specialist	2.0	2.0	2.0	0.0	0.0
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
Part Time	0.7	0.0	0.0	0.7	0.7
Total Full Time Equivalent	**11.7**	**11.0**	**11.0**	**8.7**	**10.7**
Allocated to:					
Water & Sewer Enterprise Fund	(1.1)	(1.1)	(1.1)	(0.5)	(1.5)
Solid Waste Enterprise Fund	(0.9)	(0.9)	(0.9)	(0.9)	(1.1)
Environmental Service Enterprise Fund	(0.8)	(0.8)	(0.8)	(0.7)	(0.8)
Watershed Protection & Restoration Fund	(1.0)	(1.0)	(1.0)	(1.0)	(1.3)
Capital Projects	(0.5)	(0.5)	(0.5)	0.0	0.0
Net Cost to General Fund	**7.5**	**6.8**	**6.8**	**5.7**	**6.1**

Public Works

Department: Public Works
Division\Program: Building & Trades — Fund: General
Program Administrator: John Earle, Chief of Building & Trades
https://www.charlescountymd.gov/government/public-works-facilities

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$3,397,265	$3,563,600	$3,837,200	$3,881,800	$318,200	8.9%
Fringe Benefits	891,127	875,000	1,074,800	1,079,300	204,300	23.3%
Operating Costs	2,926,055	3,667,300	3,934,800	3,934,800	267,500	7.3%
Total Expenditures	$7,214,448	$8,105,900	$8,846,800	$8,895,900	$790,000	9.7%
Revenues	$606,682	$617,200	$654,300	$654,300	$37,100	6.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases, as well as the full year impact of a new HVAC Technician I which was approved mid-year FY2023 to support the new office building in La Plata.
- **Operating Costs** increase provides funding to support the new office building in La Plata, utilities based on current trends, as well as increases in other accounts based on anticipated needs. FY2024 includes additional funding in project outsourcing for one time needs for various capital maintenance projects.
- **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 sq.ft. 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. This Division performs capital improvement projects, including new construction and renovation of existing facilities.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Buildings and Trades	1.0	1.0	1.0	1.0	1.0
Asset Program Manager	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Buildings and Trades	1.0	1.0	1.0	1.0	1.0
HVAC Superintendent	1.0	1.0	1.0	1.0	1.0
Electrical Superintendent	1.0	1.0	1.0	1.0	1.0
Maintenance Superintendent	1.0	1.0	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	2.0	2.0	2.0	2.0	2.0
HVAC Technician Team Leader	1.0	1.0	1.0	1.0	1.0
Electrical Technician Team Leader	0.0	1.0	1.0	1.0	1.0
Building Services Technician Team Leader	2.0	2.0	2.0	2.0	2.0
Electrical Technician III	2.0	1.0	1.0	1.0	1.0
Maintenance Technician III	3.0	4.0	4.0	4.0	4.0
HVAC Technician III	2.0	2.0	2.0	2.0	2.0
Electrical Technician II	3.0	3.0	3.0	3.0	3.0
HVAC Technician II	2.0	2.0	2.0	2.0	2.0
Maintenance Technician II	7.0	4.0	4.0	4.0	4.0
Electrical Technician I	2.0	2.0	2.0	2.0	2.0
HVAC Technician I	1.0	1.0	1.0	2.0	2.0
Maintenance Technician I	1.0	3.0	3.0	3.0	3.0
Building Services Technician	20.0	20.0	20.0	21.0	21.0
Part-time Positions	6.4	6.4	6.4	5.8	5.8
Total Full Time Equivalent	**62.4**	**62.4**	**62.4**	**63.8**	**63.8**
Allocated to:					
Water & Sewer Enterprise Fund	(3.0)	(3.0)	(3.0)	(3.0)	(3.0)
Net Cost to General Fund	**59.4**	**59.4**	**59.4**	**60.8**	**60.8**

Public Works

Department: Public Works
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$543,778	$732,100	$761,700	$769,700	$37,600	5.1%
Fringe Benefits	169,116	219,900	236,400	237,300	17,400	7.9%
Operating Costs	183,265	282,500	289,100	280,600	(1,900)	-0.7%
Total Expenditures	$896,159	$1,234,500	$1,287,200	$1,287,600	$53,100	4.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved FY2023 salary increases and approved FY2024 salary increases.
- The **Operating Costs** have been adjusted for anticipated FY2024 expenses.

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. The division provides professional preventative maintenance and repairs for all County vehicles and equipment, tracks costs and repair histories, fuel usage, and makes replacement recommendations. In addition, Fleet and Inventory Management procures and distributes stocked inventory valued at $1.2 million and manages the systems that track and report inventory, fleet, and fuel activities.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Fleet and Inventory Management	1.0	1.0	1.0	1.0	1.0
Fleet Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Inventory Program Manager	0.0	0.0	0.0	1.0	1.0
Automotive Body Technician	1.0	1.0	1.0	1.0	1.0
Inventory Specialist	0.0	0.0	0.0	2.0	2.0
Vehicle and Equipment Technician	6.8	6.8	7.0	7.0	7.0
Small Engine Technician	2.0	2.0	2.0	2.0	2.0
Part Time Positions	0.0	0.7	0.7	0.0	0.0
Total Full Time Equivalent	**11.8**	**12.5**	**12.7**	**15.0**	**15.0**
Allocated to:					
Water & Sewer Enterprise Fund	(3.1)	(3.1)	(3.1)	(3.9)	(3.9)
Environmental Service Enterprise Fund	0.0	0.0	0.0	(0.2)	(0.2)
Solid Waste Enterprise Fund	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Net Cost to General Fund	**7.8**	**8.5**	**8.7**	**10.0**	**10.0**

Public Works

Department: Public Works
Division\Program: Road Maintenance — Fund: General
Program Administrator: Steve Staples, Chief of Roads
www.charlescountymd.gov/services/roads

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$2,667,131	$2,705,900	$2,832,300	$2,859,400	$153,500	5.7%
Fringe Benefits	689,019	681,000	821,800	825,000	144,000	21.1%
Operating Costs	3,437,599	3,254,600	3,409,200	3,409,200	154,600	4.8%
Total Expenditures	$6,793,750	$6,641,500	$7,063,300	$7,093,600	$452,100	6.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases, as well as the full year impact of the approved FY2023 Roads Superintendent position.
- **Operating Costs** are increasing to support additional cost for inspectors, tree trimming, supplies/materials and vehicle fuel.

Description:

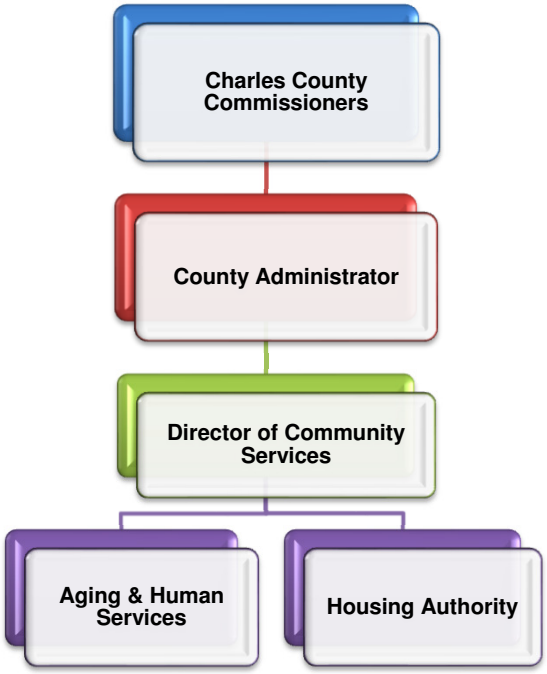
The Roads Division performs repair and maintenance for over 1,709 lane miles of County roadways. This includes resurfacing, deep patching, tree trimming, mowing, culvert and shoulder maintenance, traffic safety, as well as snow removal and emergency response to other weather related activities.

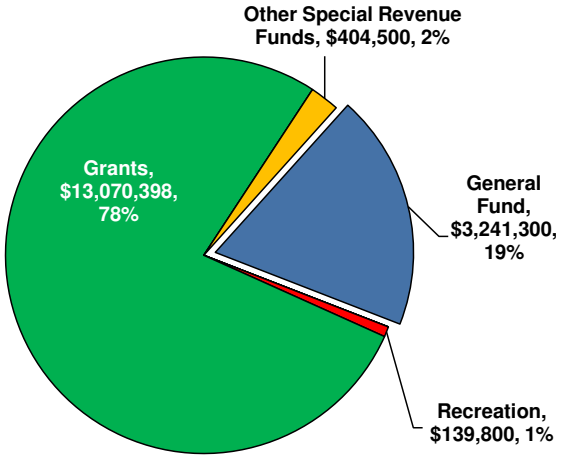
Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Roads	1.0	1.0	1.0	1.0	1.0
Roads Superintendent	2.0	2.0	2.0	3.0	3.0
Roads Project Manager	1.0	1.0	1.0	1.0	1.0
Bridge Project Manager	1.0	1.0	1.0	1.0	1.0
Overlay Project Manager	1.0	1.0	1.0	1.0	1.0
Road Maintenance Team Leader	5.0	5.0	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	7.0
Roads Equipment Operator II	11.0	11.0	11.0	11.0	11.0
Part Time Positions	7.0	7.0	7.0	7.0	7.0
Total Full Time Equivalent	**41.0**	**41.0**	**41.0**	**42.0**	**42.0**
Allocated to:					
Watershed Protection & Restoration Fund	(0.2)	(0.2)	(0.2)	(0.8)	(1.3)
Capital Projects	(0.4)	(0.4)	(0.4)	(0.4)	(0.4)
Net Cost to General Fund	**40.4**	**40.4**	**40.4**	**40.8**	**40.3**

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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,500,279	$1,820,900	$2,037,800	$2,060,000	$239,100	13.1%
Fringe Benefits	523,881	559,200	644,600	646,400	87,200	15.6%
Operating Costs	193,269	291,600	309,800	307,300	15,700	5.4%
Transfers Out	162,396	321,000	215,200	227,600	(93,400)	-29.1%
Total Expenditures	$2,379,825	$2,992,700	$3,207,400	$3,241,300	$248,600	8.3%
Revenues	$0	$2,100	$2,100	$2,100	$0	0.0%
Total Expenditures as % of Budget:	**0.5%**	**0.6%**	**0.6%**	**0.6%**		



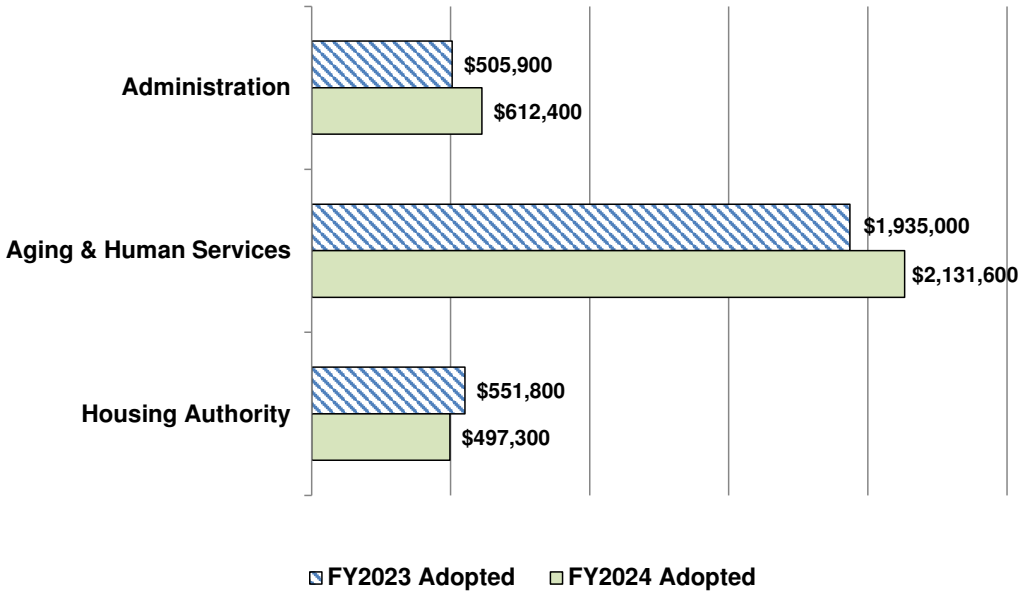


TOTAL FY2024 DEPARTMENT BUDGET
$16,855,998
(Totals for funds other than the General Fund exclude transfers-in from the General Fund, debt service, and funding for future reserves.)

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

Community Services Expenditure and Objectives & Measurements

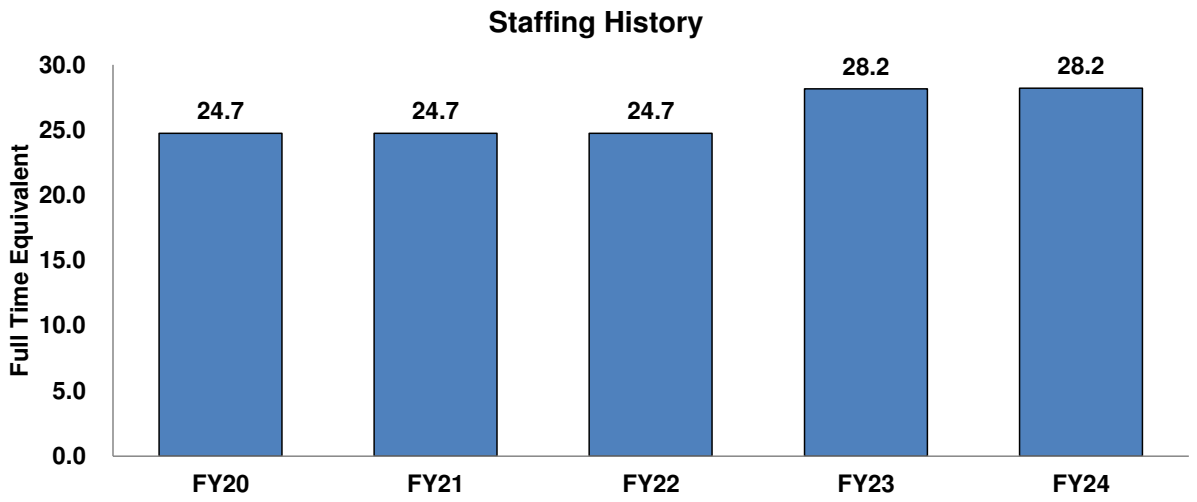
GENERAL FUND



Objectives & Measurements:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Aging & Human Services: To increase participation in Aging programs.					
# of persons who accessed MAP for long term care support services & benefits	2,630	3,113	3,120	3,150	3,200
# of registered seniors served (unduplicated)	4,729	4,746	4,748	4,800	4,850
# of billable units for Community Options Waiver	14,735	14,252	13,420	14,000	14,500
Total Units of Service	347,780	284,575	315,496	316,000	316,500
Housing: Assist low and moderate-income families in attaining decent, safe, and sanitary housing by meeting the following Section 8 measurements:					
Units of Assistance	725	701	695	702	705
# HCV recertification's completed	725	701	695	702	705
# of low income housing rental assistance provided	725	701	695	702	705
# of SLP applications approved by MDHCD	1	4	1	7	7
# of wait list applications processed	246	278	309	170	150

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Affordable/Workforce Housing

Community Services Staffing History



Positions by Program:	FY20	FY21	FY22	FY23	FY24
Administration	2.5	2.5	2.5	3.9	3.9
Aging & Human Services*	19.8	19.8	19.8	20.9	20.9
Housing Authority	2.5	2.5	2.5	3.4	3.4
Total Full Time Equivalent	**24.7**	**24.7**	**24.7**	**28.2**	**28.2**

** 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
Division\Program: Administration — Fund: General
Program Administrator: Dina Barclay, Director of Community Services
www.charlescountymd.gov/government/departments/community-services

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$252,194	$282,800	$364,600	$367,600	$84,800	30.0%
Fringe Benefits	55,748	67,800	86,100	86,400	18,600	27.4%
Operating Costs	128,806	137,900	137,900	137,900	0	0.0%
Transfers Out	0	17,400	17,400	20,500	3,100	17.8%
Total Expenditures	$436,748	$505,900	$606,000	$612,400	$106,500	21.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases as well as the change of the Community Resource Coordinator position in FY2023 to the Deputy Director of Community Services.
- **Transfer Out** is to provide additional support to the Local Management Board (LMB) as staff are sometimes asked to work on other projects that are not LMB related.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Director of Community Services	0.9	0.9	0.9	0.9	0.9
Deputy Director of Community Services	0.0	0.0	0.0	1.0	1.0
Community Services Specialist	0.8	0.8	0.8	0.8	0.8
Administrative Associate	1.0	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	**3.2**	**3.2**	**3.2**	**4.2**	**4.2**
Allocated to CCACCYF	(0.4)	(0.4)	(0.4)	0.0	0.0
Allocated to Housing Assistance Fund	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Net Cost to General Fund	**2.5**	**2.5**	**2.5**	**3.9**	**3.9**

Community Services

Department: Community Services
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,083,765	$1,356,100	$1,469,000	$1,486,100	$130,000	9.6%
Fringe Benefits	421,954	439,100	491,000	492,400	53,300	12.1%
Operating Costs	114,702	139,800	155,600	153,100	13,300	9.5%
Total Expenditures	$1,620,421	$1,935,000	$2,115,600	$2,131,600	$196,600	10.2%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2023 and FY2024 approved salary increases as well as adjustments to the part time scale for scheduled minimum wage increases.
- **Operating Costs** increase includes adjustment for dues and subscriptions, contract services and other minor adjustments.

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
Division\Program: Aging & Human Services — Fund: General
Program Administrator: Lisa Furlow, Chief of Aging & Human Services

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
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	1.0	1.0
Senior Center Supervisor	1.0	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	1.0	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	0.0	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	1.0	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	16.8	16.8	16.8	16.8	16.8
Total Full Time Equivalent	**36.5**	**36.5**	**36.5**	**37.1**	**37.1**
Allocated to Recreation Fund	(3.5)	(3.5)	(3.5)	(3.5)	(3.5)
Allocated to Grants	(13.2)	(13.2)	(13.2)	(12.7)	(12.7)
Net Cost to General Fund	**19.8**	**19.8**	**19.8**	**20.9**	**20.9**

Community Services

Department: Community Services
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$164,319	$182,000	$204,200	$206,300	$24,300	13.4%
Fringe Benefits	46,178	52,300	67,500	67,600	15,300	29.3%
Operating Costs	(50,238)	13,900	16,300	16,300	2,400	17.3%
Transfers Out	162,396	303,600	197,800	207,100	(96,500)	-31.8%
Total Expenditures	$322,656	$551,800	$485,800	$497,300	($54,500)	-9.9%
Revenues	$0	$2,100	$2,100	$2,100	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases as well as an increase due to hiring a position at a higher salary due to turnover.
- **Operating Costs** increase is based on anticipated FY2024 needs.
- The **Transfer Out** budget represents the County's subsidy for the Housing and Urban Development (HUD) Housing Choice Voucher (HCV) Program for FY2024.
- **Revenues** represent Loan Fees and is budgeted based on historical trend.

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
- Maryland Housing Rehabilitation Program
- Indoor Plumbing Program
- Residential Lead Abatement Program
- Senior Home Repair 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 inspectors perform housing inspections and prepare work write-ups for home improvements. The loans are expensed through a Special Revenue Fund.

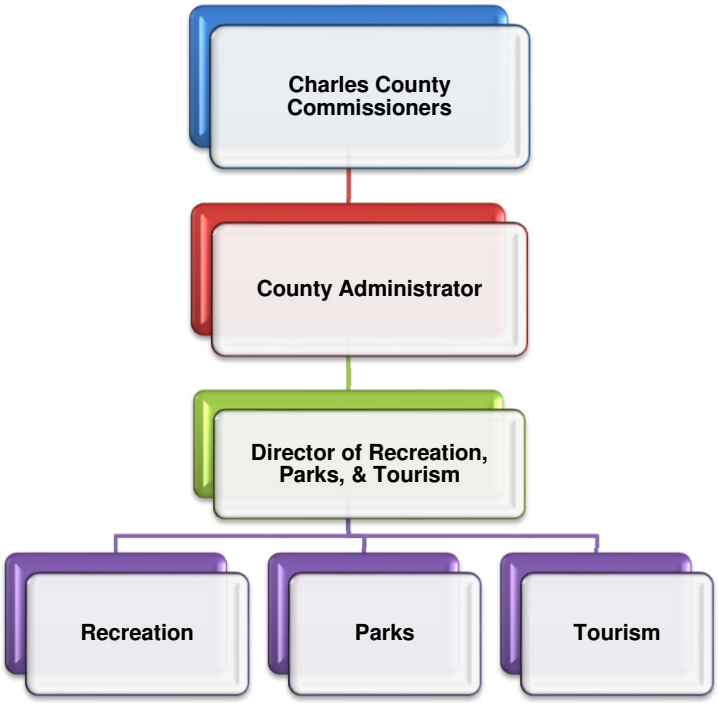
Positions:

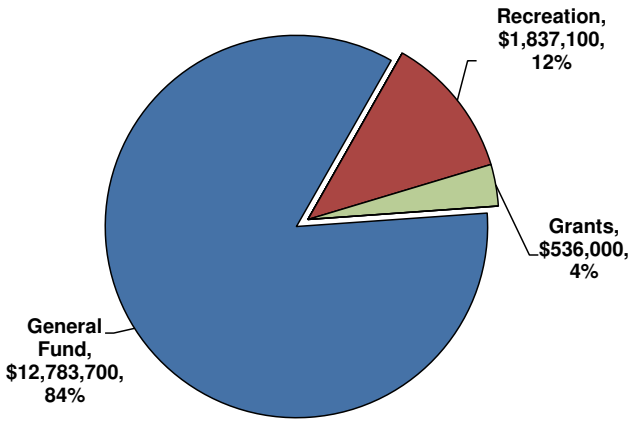
Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Housing Authority	1.0	1.0	1.0	1.0	1.0
Community Development Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Program Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspector Supervisor	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	0.6	0.6	0.6	1.0	1.0
Portability 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
Total Full Time Equivalent	**12.6**	**12.6**	**12.6**	**13.0**	**13.0**
Allocated to Housing Assistance Fund	(9.9)	(9.9)	(9.9)	(9.4)	(9.4)
Allocated to Transportation Fund	0.0	0.0	0.0	0.0	0.0
Allocated to Human Services Fund	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)
Net Cost to General Fund	**2.5**	**2.5**	**2.5**	**3.4**	**3.4**

Recreation, Parks, & Tourism Summary

Kelli Beavers, 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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$5,860,668	$7,035,700	$8,693,700	$7,980,200	$944,500	13.4%
Fringe Benefits	1,468,201	1,653,300	2,144,800	1,885,700	232,400	14.1%
Operating Costs	1,902,587	2,199,600	3,138,500	2,631,300	431,700	19.6%
Agency Funding	24,341	0	0	0	0	N/A
Transfers Out	190,316	250,000	150,000	150,000	(100,000)	-40.0%
Capital Outlay	221,819	0	136,500	136,500	136,500	New
Total Expenditures	$9,667,932	$11,138,600	$14,263,500	$12,783,700	$1,645,100	14.8%
Revenues	$1,000,018	$998,900	$1,040,200	$1,040,200	$41,300	4.1%
Total Expenditures as	**2.1%**	**2.3%**	**2.7%**	**2.4%**		



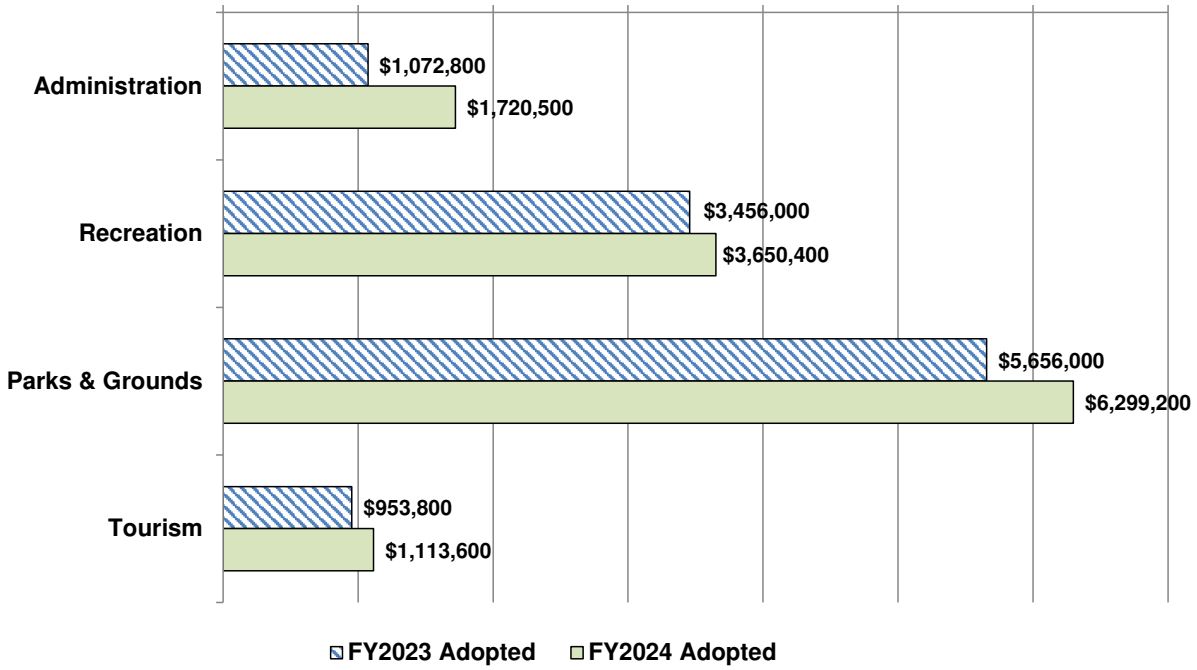


TOTAL FY2024 DEPARTMENT BUDGET
$15,156,800
(Totals for funds other than the General Fund exclude transfers-in from the General Fund, debt service, and funding for future reserves.)

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:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Parks: To effectively meet the outdoor recreation / active sports needs of county residents.					
Number of Participants ($/participant)	5,131	7,728	15,600	17,600	17,600
Average Games per Athletic Field	44	48	75	84	84
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Recreation and Entertainment					
Parks: To provide a high level of grounds maintenance to all government buildings to ensure a safe and aesthetically pleasing product.					
Building site acres maintained	898	910	915	915	915
($/acre)	$170/acre	$170/acre	$180/acre	$180/acre	$190/acre
Number of (acres or sq ft) of field maintained	210	210	210	210	210
($/acre)	$635/acre	$635/acre	$725/acre	$640/acre	$745/acre
Total Acres of Parkland Maintained	4,195	4,195	4,212	4,195	4,212
• 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	15,574	9,750	18,166	15,000	20,000
% of online vs. traditional registrations	62%	87%	55%	80%	70%
Number of Activities Run	N/A	428	1786	2,000	2,000
Number of Memberships Created (RecPass/Punchcards)	N/A	922	2602	1,500	3,000

** FY 20 Actual # of Registration activities registrations decreased due to COVID cancelation effective March 2020.*

** FY 21 actuals 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

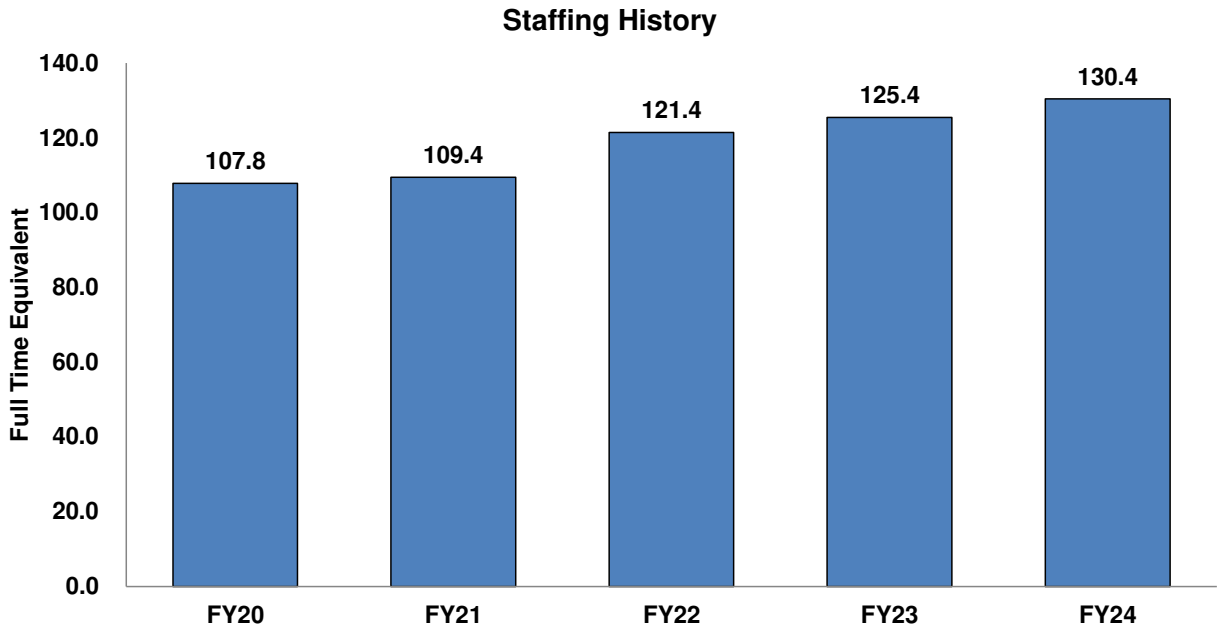
Tourism: To develop and promote the visitor and travel industry. Promoting programs, events and venues to increase leisure and business visitation.

Achieves Commissioners 2019-2021 Goals and Objectives: Quality of Life, Recreation and Entertainment

Hotel / Motel Tax	$951,544	$1,067,554	$1,193,975	$1,100,000	$1,313,000
Amusement / Admission Tax	$606,606	$306,356	$678,153	$600,000	$746,000

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Recreation and Entertainment

Recreation, Parks, & Tourism
Staffing History



Positions by Program:	FY20	FY21	FY22	FY23	FY24
Administration	6.5	6.5	8.5	11.5	14.5
Recreation	35.4	37.0	46.0	46.0	47.7
Parks & Grounds	58.4	58.4	59.4	59.4	59.7
Tourism	7.5	7.5	7.5	8.5	8.5
Total Full Time Equivalent	**107.8**	**109.4**	**121.4**	**125.4**	**130.4**

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism
Division\Program: Administration — Fund: General
Program Administrator: Kelli Beavers, Director of Recreation, Parks, and Tourism
www.charlescountyparks.com/home-recparks

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$705,091	$795,900	$1,426,800	$1,283,700	$487,800	61.3%
Fringe Benefits	202,747	226,000	419,400	359,800	133,800	59.2%
Operating Costs	27,960	50,900	202,200	77,000	26,100	51.3%
Total Expenditures	$935,798	$1,072,800	$2,048,400	$1,720,500	$647,700	60.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and fY2024 approved salary increases as well as the full year impact of the FY2023 approved position and reorganization which resulted in the reallocation of the Parks and Grounds Construction Project Manager, and the Financial Support Administrator. In addition, three new positions were approved for FY2024:

  - The Department of Recreation, Parks and Tourism is one of the highest employers of part-time employees in Charles County Government, as well as the highest employer of youth in Charles County. The department hired over 150 new employees just this past year. With such a high volume of new hires, a Personnel Specialist will be dedicated to handling all of the processes and procedures required during the hiring process as well as staying up-to-date on state and federal requirements.

  - Planning & Development Supervisor position to assist with the managing the department's capital projects and to develop future feasibility studies and site development plans for the department.

  - An Administrative Associate to assist with numerous administrative and other duties to maintain an efficient and cohesive work environment within the Division.

- **Operating Costs** increase is mainly due an anticipated increase in paper cost and in support of the new positions.

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: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Director of Recreation, Parks, & Tourism	1.0	1.0	1.0	1.0	1.0
Deputy Director of Recreation, Parks, & Tourism	0.0	0.0	0.0	1.0	1.0
Administrative Operations Manager	0.0	0.0	0.0	1.0	1.0
Assistant to the Director	1.0	1.0	1.0	0.0	0.0
Parks & Grounds Construction Project Manager	0.0	0.0	0.0	1.0	1.0
Financial Operations Manager	1.0	1.0	1.0	1.0	1.0
Planning & Development Supervisor	0.0	0.0	0.0	0.0	1.0
Financial Support Administrator	1.0	1.0	0.0	1.0	1.0
Media & Communications Project Manager	1.0	1.0	1.0	1.0	1.0
Personnel Specialist	0.0	0.0	0.0	0.0	1.0
Registration Supervisor	0.0	0.0	0.0	1.0	1.0
Financial Specialist	0.0	0.0	0.0	1.0	1.0
Registration Coordinator	0.0	0.0	2.0	0.0	0.0
Registration Specialist	0.0	0.0	1.0	1.0	1.0
Recreation, Parks & Tourism Specialist	0.0	0.0	0.0	1.0	1.0
Administrative Associate	1.0	1.0	1.0	0.0	1.0
Office Associate I	0.5	0.5	0.5	0.5	0.5
Total Full Time Equivalent	**6.5**	**6.5**	**8.5**	**11.5**	**14.5**

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism
Division\Program: Recreation — Fund: General
Program Administrator: Juwann Jones, Chief of Recreation
www.charlescountyparks.com/recreation/recreation-facilities

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,862,468	$2,408,800	$3,063,700	$2,564,000	$155,200	6.4%
Fringe Benefits	419,346	498,700	710,700	526,800	28,100	5.6%
Operating Costs	160,827	298,500	546,300	364,600	66,100	22.1%
Transfers Out	190,316	250,000	150,000	150,000	(100,000)	-40.0%
Capital Outlay	45,000	0	45,000	45,000	45,000	New
Total Expenditures	$2,677,957	$3,456,000	$4,515,700	$3,650,400	$194,400	5.6%
Revenues	$142,168	$215,000	$215,000	$215,000	$0	0.0%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** increase includes the FY2024 and FY2023 approved salary increases and adjustments to the part time scale for scheduled minimum wage increases. Also includes the full year impact of a Therapeutic Recreation Specialist position that was approved in FY2023, a reorganization, and the allocation of a full time Sports Coordinator position as well as some part time positions from the Recreation Fund to the General Fund.
- **Operating Costs** include a transfer of expenses from the Recreation Fund to the General Fund as well as funding for the replacement of mats and vaults at the Gymnastic Center. Several expenses were transferred from the Parks Division to the Recreation Division as it was a better fit in this division.
- **Transfers Out** is to support the Recreation Enterprise Fund and the RecAssist Program. Decrease in subsidy reflects some fixed operating expenses being transferred from the Recreation Fund to the General Fund.
- **Capital Outlay** is to replace sea lockers with a metal buildings.
- **Revenues** are related to aquatic fees and represent anticipated activity for FY2024.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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 Supv	1.0	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	1.0	0.0	0.0
Registration Coordinator	2.0	2.0	0.0	0.0	0.0
Recreation Program Manager	3.0	3.0	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	4.0	4.0	5.0	5.0	5.0
Therapeutic Recreation Specialist	0.0	0.0	0.0	1.0	1.0
Registration Specialist	1.0	1.0	0.0	0.0	0.0
Recreation & Leisure Program Specialist	1.0	1.0	0.0	0.0	0.0
Part Time Positions	46.6	47.3	47.3	47.3	47.7
Total Full Time Equivalent	**70.6**	**71.3**	**69.3**	**69.3**	**69.7**
Allocated to Recreation Fund	(35.2)	(34.2)	(23.2)	(23.2)	(22.0)
Net Cost to General Fund	**35.4**	**37.0**	**46.0**	**46.0**	**47.7**

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism
Division\Program: Parks & Grounds — Fund: General
Program Administrator: Tim Drummond, Chief of Parks & Grounds
https://www.charlescountyparks.com/parks/locations

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$2,973,306	$3,404,600	$3,688,500	$3,640,900	$236,300	6.9%
Fringe Benefits	792,861	845,300	916,200	901,800	56,500	6.7%
Operating Costs	1,339,883	1,406,100	1,908,800	1,665,000	258,900	18.4%
Capital Outlay	176,819	0	91,500	91,500	91,500	New
Total Expenditures	$5,282,869	$5,656,000	$6,605,000	$6,299,200	$643,200	11.4%
Revenues	$857,850	$783,900	$825,200	$825,200	$41,300	5.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases and adjustments to the part time scale for scheduled minimum wage increases. Includes the impact of an FY2023 approved reorganization and the full year impact of the FY2023 approved Mallows Bay Facility Supervisor position. Additional part time help was approved in FY2024 for Chapel Point Park. Partially offsetting these increases is the reallocation of some part time positions to the newly created sports program in the Recreation Division as well as the reallocation of several positions to the Administration Division.
- **Operating Costs** includes a reallocation of cost to the Recreation Division as well as increases for electricity, rentals, contract services and several other accounts based on activity. Grounds maintenance is also increasing to help staff with maintaining newly adopted county properties as well as the maintaining of the La Plata Library grounds.
- **Capital Outlay** includes the purchase of several maintenance buildings at various parks to replace current sea lockers that are rusted and unusable.
- The adjustment to **Revenues** is based on current patronage of programs.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	0.0	0.0
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
Mallows Bay Operations Manager	0.0	0.0	0.0	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	8.0	8.0	8.0
Parks and Grounds Team Leader	0.0	0.0	0.0	3.0	3.0
Parks Equipment Operator	5.0	5.0	5.0	2.0	2.0
Assistant Golf Course Operations Manager	1.0	1.0	1.0	1.0	1.0
Senior Grounds Maintenance Technician	0.0	0.0	0.0	1.0	1.0
Grounds Maintenance Technician	6.0	6.0	5.0	4.0	4.0
Small Engine Technician	1.0	1.0	1.0	1.0	1.0
Part Time Positions	24.4	24.4	24.4	24.4	24.7
Total Full Time Equivalent	**58.4**	**58.4**	**59.4**	**59.4**	**59.7**

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism
Division\Program: Tourism — Fund: General
Program Administrator: Ashley Chenault, Chief of Tourism
www.charlescountymd.gov/our-county/tourism

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$319,803	$426,400	$514,700	$491,600	$65,200	15.3%
Fringe Benefits	53,247	83,300	98,500	97,300	14,000	16.8%
Operating Costs	373,917	444,100	481,200	524,700	80,600	18.1%
Agency Funding	24,341	0	0	0	0	N/A
Total Expenditures	$771,308	$953,800	$1,094,400	$1,113,600	$159,800	16.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases and adjustments to the part time scale for scheduled minimum wage increases. Also included is the full year impact of the FY2023 approved Tourism Event Coordinator position.
- The **Operating Costs** increase includes an increase in event sponsorship, training and postage based on FY2024 needs. During the budget cycle, the Commissioners approved funding to have live entertainment at the Regency Furniture Stadium and funding for the County to be represented at MACo events.

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.

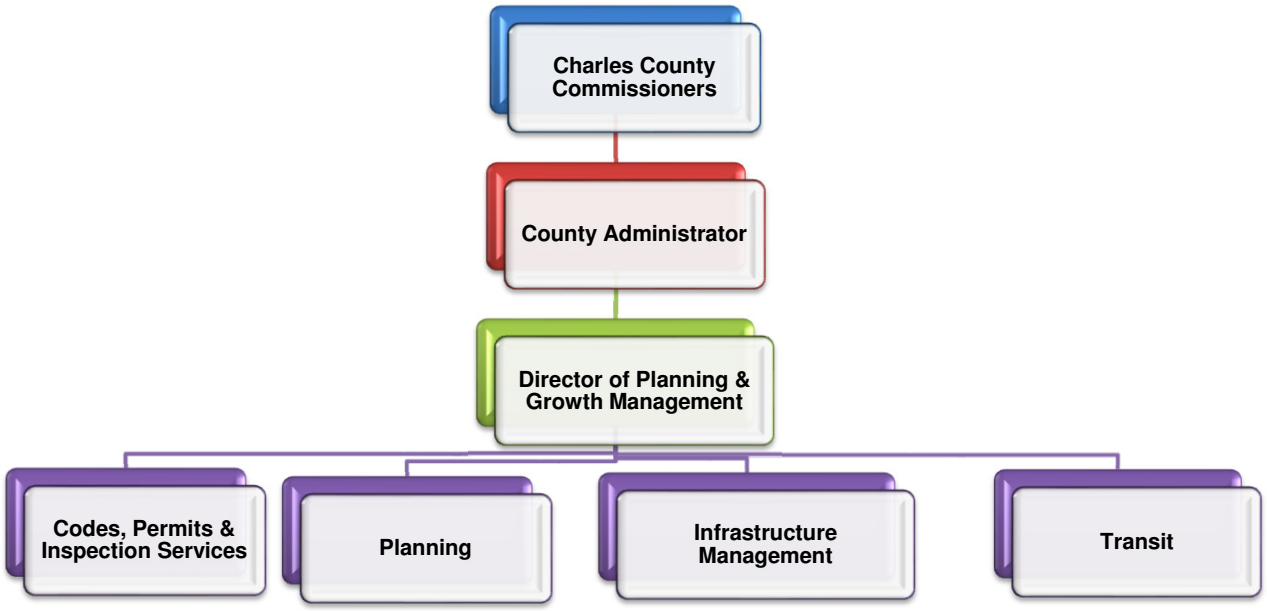
Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Tourism	1.0	1.0	1.0	1.0	1.0
Tourism Marketing Coordinator	1.0	1.0	1.0	1.0	1.0
Tourism Event Coordinator	0.0	0.0	0.0	1.0	1.0
Tour Specialist	1.0	1.0	1.0	1.0	1.0
Part Time	4.5	4.5	4.5	4.5	4.5
Total Full Time Equivalent	**7.5**	**7.5**	**7.5**	**8.5**	**8.5**

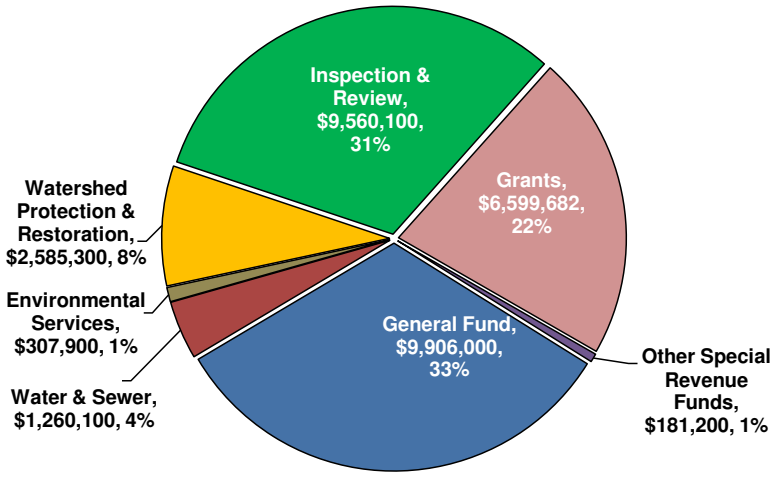
Planning & Growth Management Summary

Jason Groth, Acting 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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$2,587,883	$3,168,900	$3,469,600	$3,504,900	$336,000	10.6%
Fringe Benefits	694,100	803,700	968,300	971,200	167,500	20.8%
Operating Costs	78,640	267,700	316,900	358,400	90,700	33.9%
Transfers Out	4,040,850	4,065,200	5,138,400	5,071,500	1,006,300	24.8%
Total Expenditures	$7,401,473	$8,305,500	$9,893,200	$9,906,000	$1,600,500	19.3%
Revenues	$794,836	$707,000	$686,500	$686,500	($20,500)	-2.9%
Total Expenditures as	**1.6%**	**1.7%**	**1.8%**	**1.9%**		



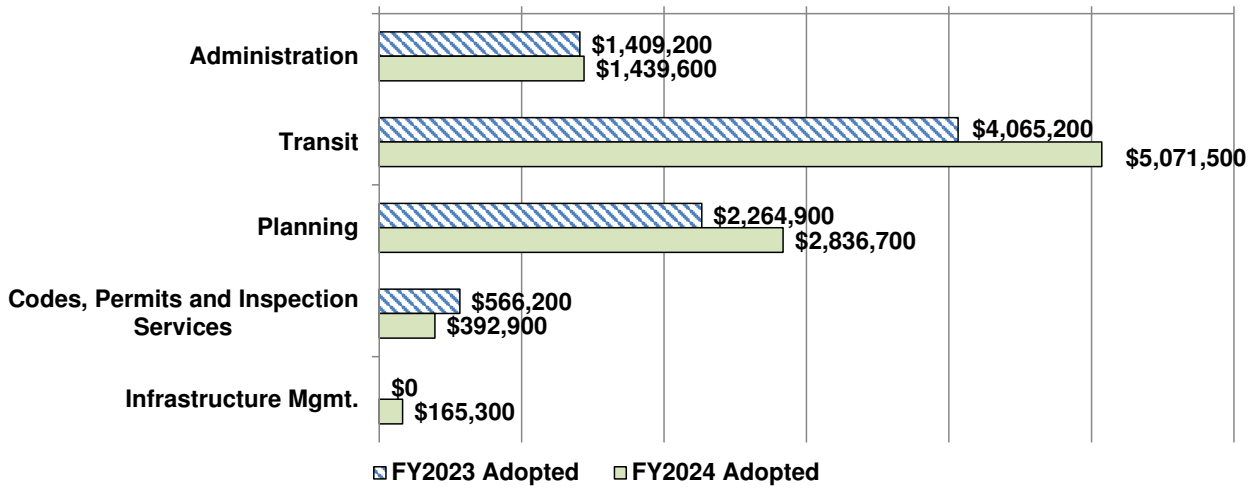


TOTAL FY2024 DEPARTMENT BUDGET
$30,400,282
(Totals for funds other than the General Fund exclude transfers-in from the General Fund and debt service payments.)

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:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Transit: Refine routes and services in order to effectively implement VanGO transit.					
# of passengers transported per service hour					
- Fixed Route	10	8	6	12	18
- Door to Door Service	1	1	2	2	3

Note: FY-23 assumes zero fare is permanent and ridership increases significantly

- 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	330*	271*	582*	700*	900*

*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	51	57	93	200	250
Number of Plans Approved	68	42	104	170	200

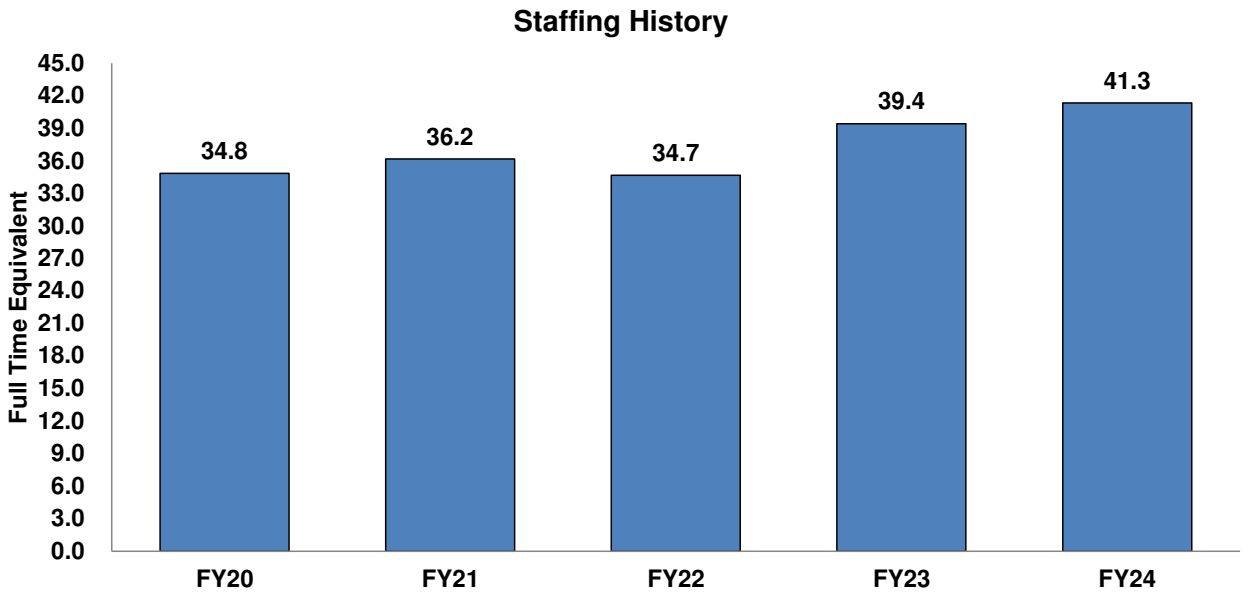
- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Conservation Programs

Codes, Permits, and Inspections: Objective: Investigate, analyze, and streamline building permit related services.

Average # of Days to Issue Residential Building Permits.	34	39	35	38	30
# of Residential Building Permit Applications	2,365	3,004	3,184	3,200	3,000
# of Residential Building Permits Issued	2,000	2,408	2,627	2,250	2,250
Average # of Days to Issue Commercial Building Permits	83	87	74	80	70
# of Commercial Building Permit Applications	554	554	660	575	575
# of Commercial Building Permits Issued	397	365	418	375	375
Average # of Days to Issue Trade Permits	7	6	5	5	4
# of Trade Permit Applications	5,877	6,056	6,538	6,225	6,225
# of Trade Permits Issued	5,639	5,784	6,239	6,000	6,000
# of all Permit Applications	8,796	9,614	10,382	10,000	10,000
# of Permit Completed	7,015	7,196	5,670	7,500	7,500
# of Permits Voided	874	1,085	793	700	800
# of Permits Withdrawn	11	36	132	125	125
# of Permits applied in Error	487	643	605	500	500

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

Planning & Growth Management Staffing History



Positions by Program:	FY20	FY21	FY22	FY23	FY24
Administration	5.1	5.1	8.0	11.7	11.2
Transit (allocated to grants)	0.0	0.0	0.0	0.0	0.0
Planning	19.1	20.5	19.5	21.8	25.8
Codes, Permits and Inspections	10.6	10.6	7.2	6.0	3.3
Infrastructure Management	0.0	0.0	0.0	0.0	1.1
Total Full Time Equivalent	**34.8**	**36.2**	**34.7**	**39.4**	**41.3**

Planning & Growth Management

Department: Planning and Growth Management
Division\Program: Administration — Fund: General
Program Administrator: Jason Groth, Acting Director of Planning and Growth Management
www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$721,056	$988,500	$980,400	$989,500	$1,000	0.1%
Fringe Benefits	171,891	248,100	258,000	258,700	10,600	4.3%
Operating Costs	12,833	172,600	191,400	191,400	18,800	10.9%
Total Expenditures	$905,779	$1,409,200	$1,429,800	$1,439,600	$30,400	2.2%
Revenues	$898	$0	$0	$0	$0	N/A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2023 and FY2024 approved salary increases which is being partially offset by turnover and the reallocation of the Chief of Infrastructure to the new Infrastructure Management Division.
- The **Operating Costs** budget includes funds for the Property Acquisition Officer's potential projects as well as a carryover of the FY2023 budget for scanning which will not be completed by year-end. During the budget process the Commissioners added funding for a retreat which will provide the department an opportunity to rejuvenate the team, set goals and build bonds between team members.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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 Infrastructure Management	0.0	0.0	0.0	1.0	0.0
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	1.0	1.0	1.0
Assistant Property Acquisition Manager	0.0	0.0	1.0	1.0	1.0
PGM Special Projects Manager	0.0	1.0	1.0	1.0	1.0
Right-Of-Way Bonding Specialist	0.0	0.0	1.0	1.0	1.0
Fiscal Support Specialist	0.0	0.0	1.0	1.0	1.0
Permit Technician	0.0	0.0	2.0	2.0	2.0
Permit Specialist	0.0	0.0	3.0	3.0	3.0
Office Associate II	0.0	0.0	1.0	1.0	1.0
Part Time	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	**6.1**	**7.1**	**17.1**	**18.1**	**17.1**
Allocated to:					
Inspection Fund	0.0	(1.0)	(5.8)	(3.4)	(2.9)
Watershed Protection & Restoration Fund	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Water & Sewer Fund	(0.8)	(0.8)	(3.1)	(2.8)	(2.8)
Net Cost to General Fund	**5.1**	**5.1**	**8.0**	**11.7**	**11.2**

Planning & Growth Management

Department: Planning and Growth Management
Division\Program: Transit — Fund: General
Program Administrator: Jeffry Barnett, Chief of Transit

www.charlescountymd.gov/services/transportation/vango-public-transportation

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$9,828	$0	$0	$0	$0	N/A
Fringe Benefits	2,662	0	0	0	0	N/A
Transfers Out	4,040,850	4,065,200	$5,138,400	$5,071,500	1,006,300	24.8%
Total Expenditures	$4,053,340	$4,065,200	$5,138,400	$5,071,500	$1,006,300	24.8%

Changes and Useful Information:

- **Transfers Out** represents the County's share of transportation operating grants as well as a 20% match on capitalized preventative maintenance, and funding for a new Transit Specialist Position in FY24.

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:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	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	3.0
Total Full Time Equivalent	**4.0**	**4.0**	**4.0**	**4.0**	**5.0**
Allocated to Transportation Fund	(4.0)	(4.0)	(4.0)	(4.0)	(5.0)
Net Cost to General Fund	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**

Planning & Growth Management

Department: Planning and Growth Management
Division\Program: Planning — Fund: General
Program Administrator: Charles Rice, Planning Director
www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,373,375	$1,771,700	$2,112,300	$2,134,900	$363,200	20.5%
Fringe Benefits	388,931	441,300	595,000	597,000	155,700	35.3%
Operating Costs	33,045	51,900	63,300	104,800	52,900	101.9%
Total Expenditures	$1,795,350	$2,264,900	$2,770,600	$2,836,700	$571,800	25.2%
Revenues	$264,358	$233,500	$208,500	$208,500	($25,000)	-10.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2023 and FY2024 approved salary increases as well as the full year impact of the FY2023 Planner I position. Also included is the reallocation of a Zoning Inspection Supervisor and two Inspectors due to an approved reorganization. For FY2024 a PGM Zoning Planner is included to assist with the workload from the moving of the Nuisance/Zoning inspectors to this division from Codes, Permits, and Inspections.
- The **Operating Costs** budget includes funding for a second Pop Up Park at the Waldorf Senior and Recreational Center which was added during the budget process by the County Commissioners.
- **Revenues** were adjusted based on current trends.

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.

We have also made some changes to the Zoning Administration Group with the addition of the Zoning Inspectors. The Zoning Inspectors were previously housed in the Codes, Permitting & Inspection Services (CPIS) Division but were recently moved to the Planning Division under our Zoning Administration Group. The inspectors perform inspections for zoning conformity and also deals with nuisance abatement.

We have also created a new Climate Resiliency & Sustainability Officer position. This position will work on issues related to climate change and making our County more resilient. We are creating a Climate Action Plan and looking at becoming more climate resilient with regards to climate hazards and impacts. These include, but are not limited to, Hazard Mitigation Plan updates, nuisance and urban flooding issues, shoreline management, and education.

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.

Planning & Growth Management

Department: Planning and Growth Management
Division\Program: Planning — Fund: General
Program Administrator: Charles Rice, Planning Director
www.charlescountymd.gov/government/planning-and-growth-management

Description Cont.

The Environmental Planning group provides development review for environmental resource protection, Forest Conservation Plans, Chesapeake Bay Critical Area, Tier II streams, Habitat Protection Plans, and related environmental plans. Additionally, the Environmental Planning group manages the planning components of the County's NPDES municipal stormwater permit and implements the following: water quality monitoring programs covering chemical, biological, and physical parameters; Total Maximum Daily Load watershed planning and pollutant reduction tracking and reporting; illicit discharge and elimination inspections, associated property owner outreach, and tracking enforcement resolution; pollution prevention and stormwater management education and outreach events and media, coordination of the watershed restoration and education grant program for non-profits; managing the County's stormwater infrastructure, water quality, and environmental restoration geodatabase; coordinating annual financial and programmatic reporting to the State and other agencies.

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 and private stormwater management facilities and drainage system, and public transportation facilities. Resource management includes the oversight and allocation of capacity for potable water supply, wastewater treatment capacities, and planning got stormwater facilities and drainage system capacities for flood management and resiliency. 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:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**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	1.0	1.0	1.0
Engineer Supervisor	1.0	1.0	1.0	1.0	0.0
Zoning Inspection Supervisor	0.0	0.0	0.0	0.0	1.0
Climate Resilience & Sustainability Officer	0.0	1.0	1.0	1.0	1.0
Planning Supervisor	3.0	3.0	3.0	4.0	4.0
GIS Analyst	1.0	1.0	1.0	1.0	1.0
Inspectors I-II	0.0	0.0	0.0	0.0	2.0
Engineer I-III	2.0	3.0	3.0	3.0	0.0
Planner I-III	14.0	14.0	14.0	14.0	16.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Planning Technician II	3.0	2.0	2.0	2.0	2.0
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	**29.5**	**30.5**	**31.5**	**32.5**	**33.5**
Allocated to:					
Inspection & Review Fund	(2.1)	(2.2)	(2.2)	0.0	0.0
Capital Project Fund	(1.4)	(0.1)	(0.1)	(0.1)	(0.1)
Ag. Preservation Fund	(0.1)	(0.1)	(0.1)	(0.1)	(0.1)
Watershed Protection & Restoration Fund	(3.8)	(4.2)	(5.5)	(5.5)	(4.0)
Water and Sewer Fund	(3.0)	(3.4)	(3.4)	(4.1)	(2.1)
Environmental Services Fund	0.0	0.0	(0.8)	(0.9)	(1.4)
Grant Funds	(0.1)	(0.1)	(0.1)	(0.1)	(0.1)
Net Cost to General Fund	**19.1**	**20.5**	**19.5**	**21.8**	**25.8**

Planning & Growth Management

Department: Planning and Growth Management
Division\Program: Codes, Permits & Inspection Services — Fund: General
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services
www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$483,625	$408,700	$256,700	$259,300	($149,400)	-36.6%
Fringe Benefits	130,616	114,300	79,700	79,900	(34,400)	-30.1%
Operating Costs	32,762	43,200	53,700	53,700	10,500	24.3%
Total Expenditures	$647,003	$566,200	$390,100	$392,900	($173,300)	-30.6%
Revenues	$529,580	$473,500	$478,000	$478,000	$4,500	1.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2023 and FY2024 approved salary increases which is being offset by the reallocation of three positions to the Infrastructure Management division. Also included is the full year impact of the FY2023 Inspection Technician position, as well as the impact of the reallocation of the Chief and the Administrative Associate from the Water and Sewer Fund.
- The **Operating Costs** budget increase is mainly due to cost associated with credit card processing.
- **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.

Planning & Growth Management

Department:	Planning and Growth Management	
Division\Program:	Codes, Permits & Inspection Services\Inspections & Enforcement	Fund: General
Program Administrator:	Ray Shumaker, Chief of Codes, Permits, and Inspection Services	

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**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
Inspections Supervisor	2.0	1.0	1.0	0.0	0.0
Construction Inspection Supervisor	0.0	1.0	1.0	0.0	0.0
Zoning Inspection Supervisor	1.0	1.0	1.0	1.0	0.0
Code Inspection & Enf. Off. Supervisor	0.0	0.0	0.0	0.0	1.0
Code Inspection & Enforcement Officer	0.0	0.0	0.0	2.0	3.0
Inspectors I-II	6.0	6.0	4.0	2.0	0.0
Inspection Technician	0.0	0.0	0.0	0.0	3.0
Assistant Property Acquisition Manager	1.0	0.0	0.0	0.0	0.0
Fiscal Support Specialist	1.0	1.0	0.0	0.0	0.0
Administrative Associate	0.0	1.0	1.0	1.0	1.0
Engineer I - IV	1.0	2.0	2.0	3.0	0.0
Building Code Official	1.0	1.0	1.0	0.0	1.0
Permits Processing Supervisor	1.0	1.0	0.0	0.0	0.0
Right of Way & Bonding Specialist	1.0	1.0	0.0	0.0	0.0
Permit Technician	1.0	1.0	0.0	0.0	0.0
Permit Specialist	4.0	4.0	1.0	1.0	0.0
PGM Support Specialist	2.0	1.0	1.0	1.0	1.0
Office Associate II	2.0	2.0	0.0	0.0	0.0
Part-time Positions	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	**26.1**	**26.1**	**15.1**	**13.1**	**12.1**
Allocated to Inspection & Review Fund	(12.2)	(12.2)	(6.6)	(5.9)	(8.7)
Allocated to Water and Sewer Fund	(3.0)	(3.0)	(1.1)	(0.5)	0.0
Allocated to Watershed Fund	(0.4)	(0.4)	(0.2)	(0.8)	(0.1)
Net Cost to General Fund	**10.6**	**10.6**	**7.2**	**6.0**	**3.3**

Planning & Growth Management

Department: Planning and Growth Management
Division\Program: Infrastructure Management — Fund: General
Program Administrator: Andy Balchin, Chief of Infrastructure Management
www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$0	$0	$120,200	$121,200	$121,200	New
Fringe Benefits	0	0	35,600	35,600	35,600	New
Operating Costs	0	0	8,500	8,500	8,500	New
Total Expenditures	$0	$0	$164,300	$165,300	$165,300	New

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases. The positions under this new division were transferred from the Codes, Permits and Inspection Services (CPIS) division.
- **Operating Costs** were transferred from the Administration, Planning, and CPIS divisions.

Description:

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 and private stormwater management facilities and drainage system, and public transportation facilities. Resource management includes the oversight and allocation of capacity for potable water supply, wastewater treatment capacities, and planning for stormwater facilities and drainage system capacities for flood management and resiliency. 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.

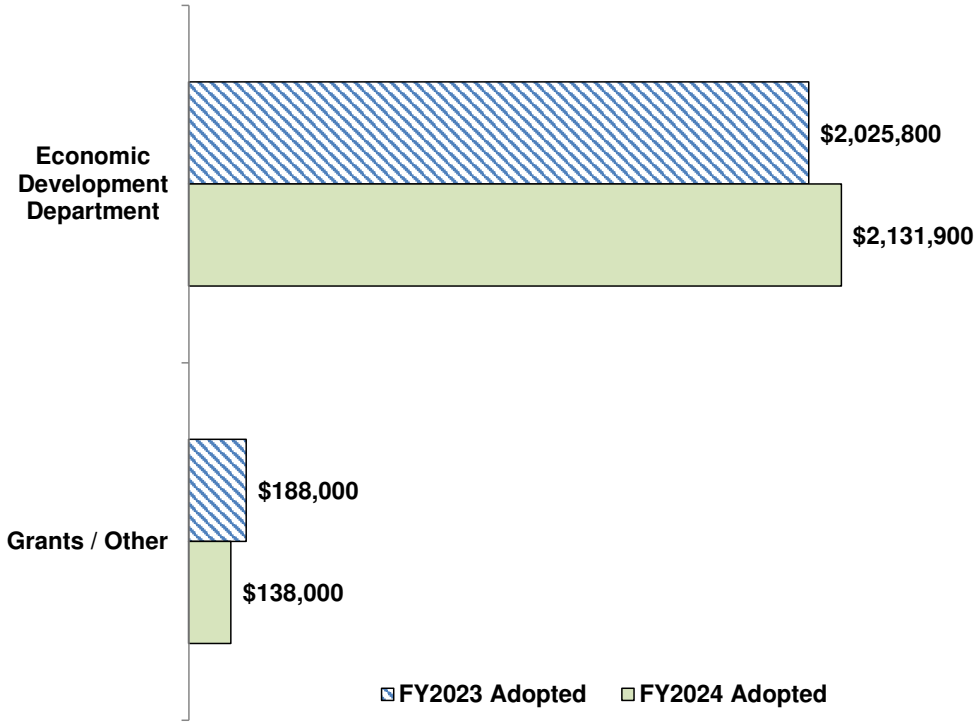
Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Infrastructure Management	0.0	0.0	0.0	0.0	1.0
Assistant to the Chief	0.0	0.0	0.0	0.0	1.0
Engineering Supervisor	0.0	0.0	0.0	0.0	2.0
Engineer I - III	0.0	0.0	0.0	0.0	8.0
Permits Specialist	0.0	0.0	0.0	0.0	1.0
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**13.0**
Allocated to:					
Inspection & Review Fund	0.0	0.0	0.0	0.0	(4.2)
Watershed Protection & Restoration Fund	0.0	0.0	0.0	0.0	(4.0)
Water & Sewer Fund	0.0	0.0	0.0	0.0	(3.8)
Net Cost to General Fund	**0.0**	**0.0**	**0.0**	**0.0**	**1.1**

Economic Development Summary

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$964,105	$1,069,500	$1,211,800	$1,203,100	$133,600	12.5%
Fringe Benefits	214,064	216,500	262,800	257,100	40,600	18.8%
Operating Costs	425,813	689,300	692,400	621,200	(68,100)	-9.9%
Agency Funding	438,500	238,500	138,500	188,500	(50,000)	-21.0%
Capital Outlay	139,825	0	0	0	0	N/A
Total Expenditures	$2,182,307	$2,213,800	$2,305,500	$2,269,900	$56,100	2.5%
Revenues	$3,791	$3,000	$4,000	$4,000	$1,000	33.3%
Total Expenditures as % of Budget:	**0.5%**	**0.4%**	**0.4%**	**0.4%**		



Economic Development Expenditure



Economic Development Objectives/Measurements

Objectives & Measurements:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Objective: Support a healthy, local economy in Charles County.					
County unemployment rate	4.9	6.7	4.8	4.0	4.0

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development and Supportive Services, Commercial Development, Industry Diversification, Infrastructure / Services

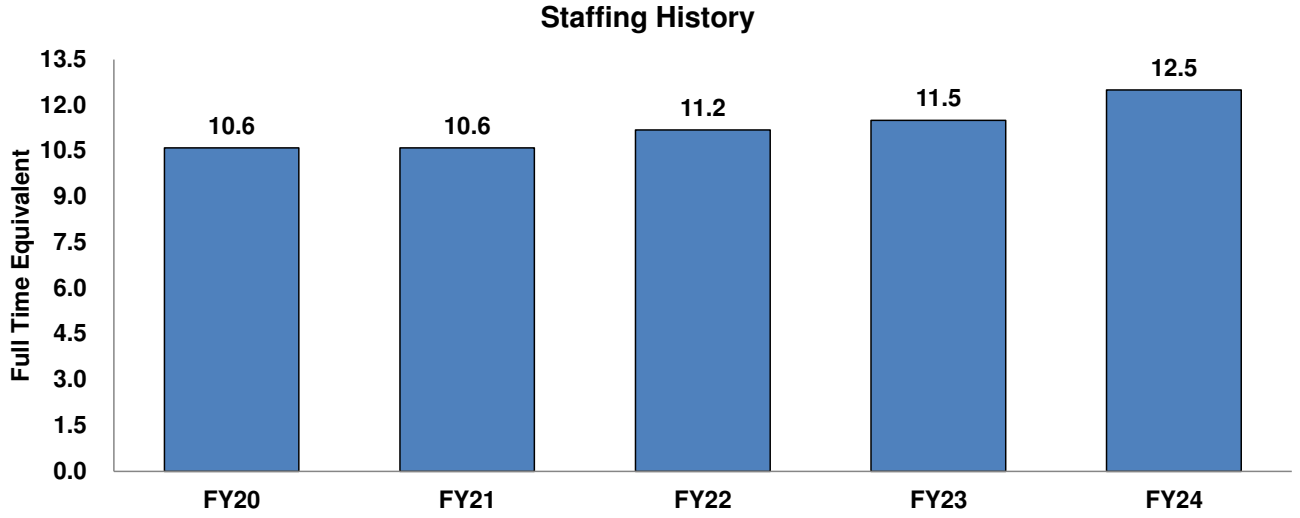
Objective: Increase employment in the County.					
Average annual employment in County	41,538	35,324	39,019	44,000	44,000
Job creation (above average salary)	(282)*	(1955)**	393	200	200

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development and Supportive Services, Commercial Development, Industry Diversification, Infrastructure / Services

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 were due to the COVID pandemic.

Economic Development Staffing History



Positions by Program:	FY20	FY21	FY22	FY23	FY24
Economic Development Department	10.6	10.6	11.2	11.5	12.5
Total Full Time Equivalent	**10.6**	**10.6**	**11.2**	**11.5**	**12.5**

Economic Development

Department: Economic Development
Division\Program: Economic Development Department — Fund: General
Program Administrator: Kelly Robertson-Slagle, Director of Economic Development
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$964,105	$1,069,500	$1,211,800	$1,203,100	$133,600	12.5%
Fringe Benefits	214,064	216,500	262,800	257,100	40,600	18.8%
Operating Costs	425,813	639,300	642,400	621,200	(18,100)	-2.8%
Agency Funding	300,500	100,500	50,500	50,500	(50,000)	-49.8%
Capital Outlay	139,825	0	0	0	0	N/A
Total Expenditures	$2,044,307	$2,025,800	$2,167,500	$2,131,900	$106,100	5.2%
Revenues	$3,791	$3,000	$4,000	$4,000	$1,000	33.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases, the reclassification of a position and the dual hire of a position for two months. A MWBE/DBE Compliance Manager, the direct result of the Charles County Disparity study which recommended an establishment of an enforceable contract compliance training program and the creation of a standard operating procedure was included in FY2024.
- **Operating Costs** includes adjustments to rent based on new rent agreement and reduction in other operating accounts due to one-time cost in FY2023.
- **Agency Funding** decreased due to FY2023 being the final year of funding for the United States Bomb Tech Association (USBTA). USBTA is headquartered in Denver, Colorado. The funding provided financial assistance for them to establish offices in the Town of Indian Head.
- **Revenues** are generated to support the Annual Fall Meeting and were adjusted to current activity.

Economic Development Goals & Objectives:

- Create an environment for commercial investment through the development of essential business infrastructure including land use policy, commercial real estate, regulatory processes, and utilities.
- Increase the County's commercial tax base through business retention and expansion programs and business attraction activities.
- Maintain an active program of regular local business engagement and relationship building to identify business needs, uncover barriers to growth, and provide resources that support business retention and expansion in Charles County.
- Maintain collaborative relationships with local and regional business development partners to facilitate awareness of and access to services for local businesses.
- Support Workforce Development programs in the county through partnership with Tri-County Council's Workforce Development Board, the College of Southern Maryland, and other partners.
- Market the County to Site Selectors and target industries to raise awareness of Charles County's strengths and advantages as a Washington DC metro area business location.
- 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 Indian Head.
- Encourage diversification of industry sectors to include those that are desirable and feasible based on industry growth potential and corresponding county assets.
- Support agriculture and aquaculture industries with innovative programs to ensure viability and sustainability.
- Provide oversight of the County's Minority and Women Owned Business Enterprise (MWBE) Program and Small Local Business Enterprise (SLBE) Program and develop initiatives to enhance and maximize business participation in these programs.

Economic Development

Department: Economic Development
Division\Program: Economic Development Department — Fund: General
Program Administrator: Kelly Robertson-Slagle, Director of Economic Development

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
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 Commercial Development	1.0	1.0	1.0	1.0	1.0
Chief of Business Services	1.0	1.0	1.0	1.0	1.0
Research and Special Projects Manager	1.0	1.0	1.0	1.0	1.0
Agriculture Business Development Manager	1.0	1.0	1.0	1.0	1.0
Business Retention and Expansion Manager	0.0	0.0	1.0	1.0	1.0
MWBE/DBE Compliance Manager	0.0	0.0	0.0	0.0	1.0
Small and Minority Business Development Specialist	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
Economic Development Administrative Coordinator	1.0	1.0	1.0	1.0	1.0
Part Time	0.6	0.6	0.2	0.5	0.5
Total Full Time Equivalent	**10.6**	**10.6**	**11.2**	**11.5**	**12.5**

Department: Economic Development
Division\Program: Other — Fund: General

Expenditure Category	**FY2022 Actual**	**FY2023 Adopted**	**FY2024 Request**	**FY2024 Adopted**	**$ Change from FY2023**	**% Chg.**
Operating Costs	$0	$50,000	$50,000	$0	($50,000)	-100.0%
Agency Funding	138,000	138,000	88,000	138,000	0	0.0%
Total Expenditures	$138,000	$188,000	$138,000	$138,000	($50,000)	-26.6%

Changes and Useful Information:

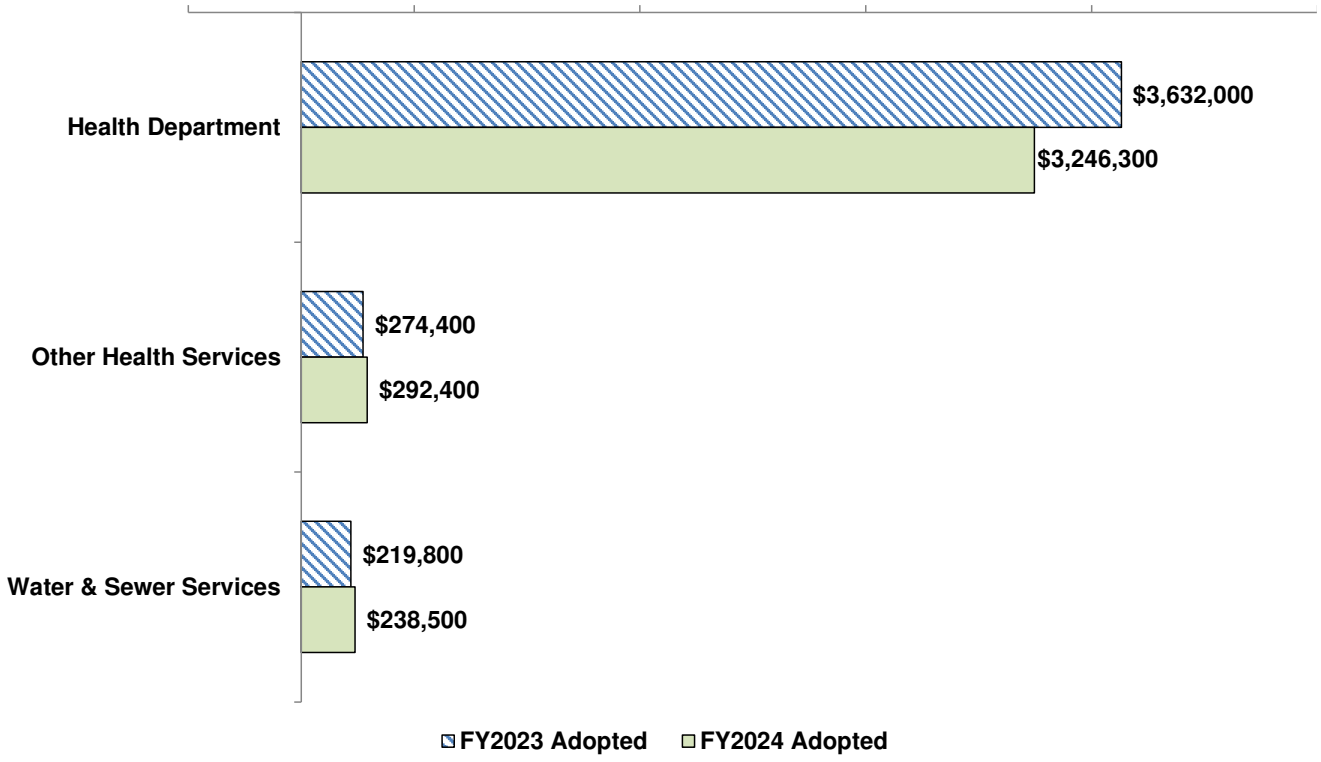
- **Operating Costs** was for the matching funds for the Towns of La Plata and Indian Head for their arts and entertainment district. During the budget process the Commissioners reprogrammed this funding to Recreation, Parks and Tourism to allow for live entertainment at the Regency Furniture Stadium since the Towns are not pursuing this designation at this time.
- **Agency Funding** includes funding for agencies who provide tourism related activities within Charles County. FY2023 was the final year of funding for the Velocity Center in Indian Head which was to support redevelopment efforts within the town.

  During the budget adoption process, the County Commissioners approved funding to support:
  - The Military Alliance Council to assist with educating and informing national, regional and local defense stakeholders and the public on the high military value, unique mission/capabilities within the County's military facilities.
  - The Maryland's Veterans Museum in support of their mission.
  - The Economic Development Department makes recommendations of funding levels and monitors progress of funding provided to agencies for economic development related activities.
  - 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:

	FY2022 Actual	**FY2023 Adopted**	**FY2024 Adopted**
Agency Funding- Economic Development			
Velocity Center	$100,000	$100,000	$0
Military Alliance Council	0	0	50,000
Subtotal	$100,000	$100,000	$50,000
Agency Funding- Tourism			
Tourism Grants	38,000	38,000	38,000
Maryland's Veterans Museum	0	0	50,000
Total Agency Funding	**$138,000**	**$138,000**	**$138,000**

Health Summary						
Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$5,212	$167,000	$15,000	$15,000	($152,000)	-91.0%
Fringe Benefits	464	13,300	1,300	1,300	(12,000)	-90.2%
Operating Costs	373,447	365,800	384,500	384,500	18,700	5.1%
Agency Funding	3,090,950	3,580,100	3,376,400	3,376,400	(203,700)	-5.7%
Total Expenditures	$3,470,073	$4,126,200	$3,777,200	$3,777,200	($349,000)	-8.5%
Revenues	$78,509	$96,000	$96,000	$96,000	$0	0.0%
Total Expenditures as % of Budget:	**0.8%**	**0.8%**	**0.7%**	**0.7%**		



Health Objective & Measurements

Objectives & Measurements:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Health Department: To provide and promote public health support services to the citizens of Charles County.					
# of MD Medical Assistance Applicants	4,500	5,473	3,352	5,500	7,000
# of WIC service recipients	5,078	4,702	4,265	5,010	4,300
# of services in School Health Rooms	110,618	23,664	100,227	230,000	241,366
# of seniors/ AERS services recipients	646	472	548	575	720
# of Disabilities Services recipients	506	531	430	445	500
# of infants and toddler services	380	448	458	472	489
# of Birth/Death Certificates	10,010	12,500	11,720	12,500	12,800
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	540	200	302	300	325
# of Reproductive Health Promotion through folic acid distribution	871	888	25	1,000	100
# of clients STD Clinic	261	218	302	300	350
# of HIV Testing & Counseling recipients	1,007	301	318	750	450
# of Breast and Cervical Cancer screening recipients	199	183	216	230	240
# of Colonoscopy service recipients	36	22	41	40	43
# Adult Dental Clinical service recipients	1,024	779	958	800	1,000
# Child Dental Clinical service recipients	871	494	699	800	700
# Dental Health Education recipients	2,606	16,361	4,661	6,000	6,000
# of Anti-TB treatment	28	24	8	20	30
# TB testing service recipients	16	11	25	20	30
# of Adult Immunization recipients	27	14	38	50	150
# of children immunization recipients	165	173	557	400	400
# of annual Flu vaccination recipients	2,171	2,171	1,249	2,500	2,500
# of post-exposure Rabies vaccine recipients	24	11	17	20	25
# of Behavioral Health Recipients	1,036	1,110	924	1,500	1,500
# of Behavioral Health visits	12,989	13,110	12,934	18,000	18,000
# of smoking cessation visits	40	5	22	40	40
# of food service facility inspections	720	699	912	1,200	1,500
# of food borne illnesses investigated	10**	8	14**	10	10
# of animal rabies vaccine	286	0	201	100	200
# of animal bite investigations	547	394	546	500	550
# of perk tests applications/completed	140	198	249	150	200
% of perk tests completed	100%	100%	100%	100%	100%
# of well construction permits	204	266	253	260	280
% of construction permits completed	100%	100%	100%	100%	100%
# of water samples collected	603	749	756	750	800
# School based - fluoride varnish	739	600	853	800	1,000
# School based - sealant applications	1,062	583	2,408	800	1,000
# Community Oral Cancer Screenings	10*	0	0	10	10
Health Department: To provide and promote age appropriate, condition specific case management and care coordination					
# of communicable disease outbreak	17	75	121	80	60
# BBH - Pregnancy Care Navigation	112	42	118	200	250

** Dental program will provide oral cancer screenings in the community and doesn't include on-site*

*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

Health

Department: Health
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$5,212	$167,000	$15,000	$15,000	($152,000)	-91.0%
Fringe Benefits	464	13,300	1,300	1,300	(12,000)	-90.2%
Operating Costs	162,147	146,000	146,000	146,000	0	0.0%
Agency Funding	2,831,640	3,305,700	3,084,000	3,084,000	(221,700)	-6.7%
Total Expenditures	$2,999,462	$3,632,000	$3,246,300	$3,246,300	($385,700)	-10.6%
Revenues	$4,463	$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.
- **Personal Services** and **Fringe Benefits** continues a salary supplement for the Health Department. FY2023 included one time supplements to assist the Health Department with attracting and retaining their workforce.
- **Operating Costs** represent utilities, electricity, and vehicle insurance/fuel. These budgets are based on current trends.
- **Agency Funding** decreased due to one-time funding in FY2023 for continued support of four Community Health Outreach workers and one Community Health Educator, a GAP study, Strategic Planning, recruitment, and Locum Tenens staff.

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

Positions:

There is no direct County staff associated with this budget.

Health

Department: Health
Division\Program: Other — Fund: General

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Costs	211,300	219,800	238,500	238,500	18,700	8.5%
Agency Funding	259,311	274,400	292,400	292,400	18,000	6.6%
Total Expenditures	$470,611	$494,200	$530,900	$530,900	$36,700	7.4%
Revenues	$74,046	$90,000	$90,000	$90,000	$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 $172,000 for Mosquito Control and $120,400 to the State Department of Health & Mental Hygiene. Funding for Mosquito Control has increased based expected increases for labor, facilities, insecticide, equipment as well as, new developments and new community sign-ups. Also under this program, Gambusi fish are placed in sediment ponds that retain water throughout the County to eat mosquito larvae.
- **Revenues** represent Neighborhood participation in Mosquito Control program.

Social Services Summary

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$5,211	$5,000	$5,000	$5,000	$0	0.0%
Fringe Benefits	432	500	500	500	0	0.0%
Operating Costs	150,000	150,000	150,000	150,000	0	0.0%
Agency Funding	1,375,595	1,677,000	2,082,900	1,447,000	(230,000)	-13.7%
Total Expenditures	$1,531,239	$1,832,500	$2,238,400	$1,602,500	($230,000)	-12.6%
Total Expenditures as % of Budget:	**0.3%**	**0.4%**	**0.4%**	**0.3%**		

Changes and Useful Information:

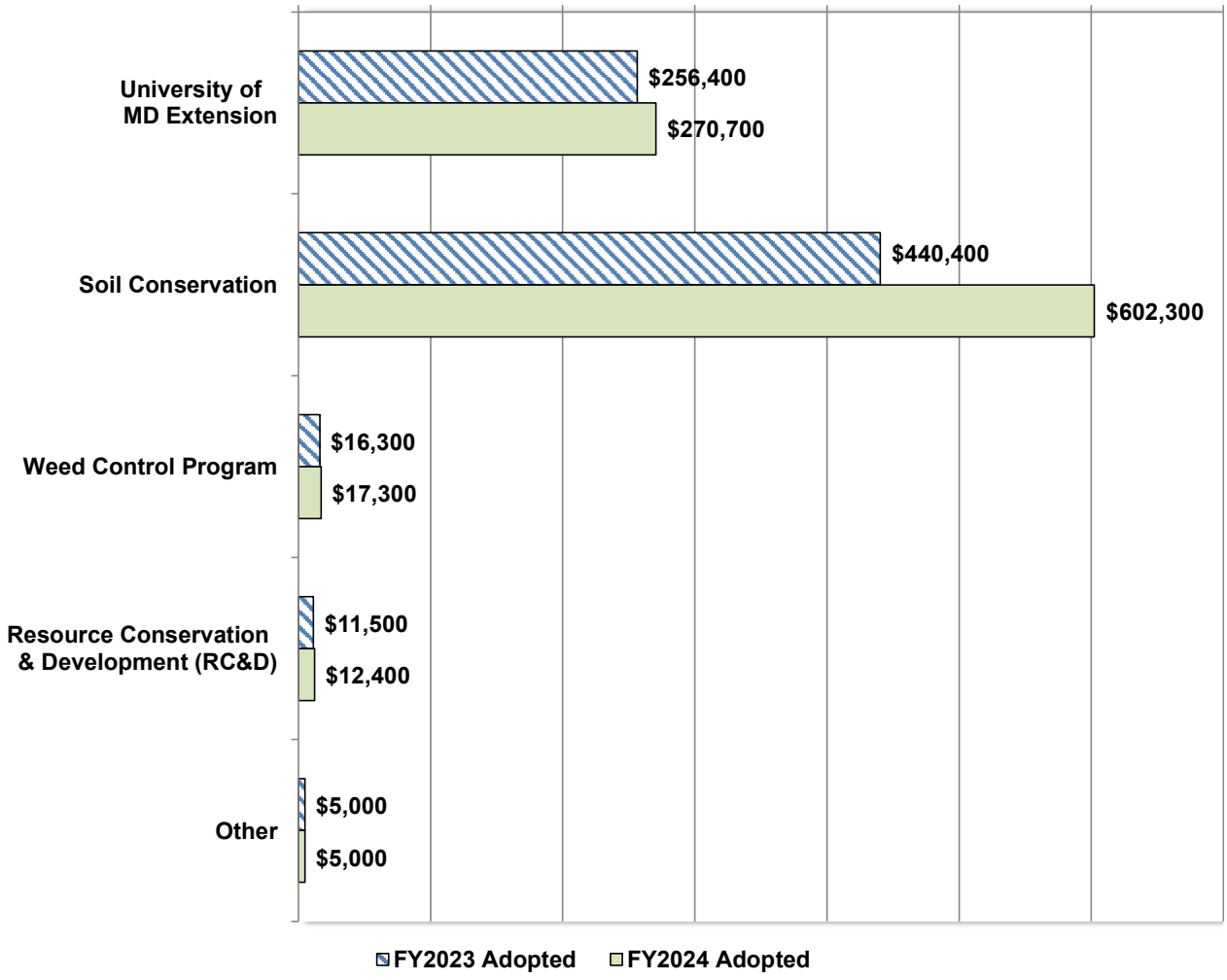
- The **Operating Costs** budget provides funding for a non-profit fund. This budget continues to support the Commissioners Goal & Objectives: Institutional Governance & Policy. This budget will create a self-sustaining funding source with the purpose of eliminating future fiscal year allocations from 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. During the budget adoption process the County Commissioners provided additional one time funding to the Charitable Trust using fund balance reserves.

Description:

	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023
Department of Social Services (DSS)	$323,239	$324,500	$324,500	$324,500	$0
Non-Profit Grant Award Program	809,300	1,109,300	1,500,000	879,300	(230,000)
Charles County Charitable Trust, Inc.	200,000	200,000	215,200	200,000	0
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	150,000	150,000	150,000	150,000	0
Children's Aid Society (CAS)*	1,000	1,000	1,000	1,000	0
TOTAL SOCIAL SERVICES	**$1,531,239**	**$1,832,500**	**$2,238,400**	**$1,602,500**	**($230,000)**

**funding required by County Code.*

Conservation of Natural Resources Summary						
Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$358,459	$355,500	$384,500	$384,600	$29,100	8.2%
Fringe Benefits	91,577	109,400	124,000	124,100	14,700	13.4%
Operating Costs	227,572	259,100	273,400	273,400	14,300	5.5%
Agency Funding	3,150	5,600	5,600	125,600	120,000	2142.9%
Total Expenditures	$680,759	$729,600	$787,500	$907,700	$178,100	24.4%
Revenues	$128,857	$109,200	$137,600	$137,600	$28,400	26.0%
Total Expenditures as % of Budget:	**0.1%**	**0.1%**	**0.1%**	**0.2%**		



Conservation of Natural Resources

Department: University of MD Extension
Division\Program: University of MD Extension https://extension.umd.edu/charles-county Fund: General
Program Administrator: Shelley T. King-Curry, Area Extension Director for Calvert, Charles, and St. Mary's; Bonnie Boyden, Program Management Specialist

Address: 9501 Crain Hwy, Box 1, Bel Alton MD 20611 301-934-5403
8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Costs	$227,399	$256,400	$270,700	$270,700	$14,300	5.6%
Total Expenditures	$227,399	$256,400	$270,700	$270,700	$14,300	5.6%

Changes and Useful Information:

- The **Operating Cost** increase provides funding for salary increases and continues support of their operations. The County funding currently support programs in 4-H youth development, nutrition, financial literacy, agriculture and natural resources, horticulture and nutrient management.

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:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 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	604	1,298	4,168	4,500	5,000
Per FTE 2.5	241	466	1,389	1,500	1,667
# of Youth Reached in School & Special Interest Programs	814	306	296	375	450
Per FTE 2.5	326	102	98	125	150
Objective: To increase the abilities of Extension volunteers to successfully carry out Extension programs.					
# of Adult Volunteers Enrolled	179	143	146	175	225
Per FTE 3	90	48	48	58	75
# of Volunteers Hours Given	25,050	20,020	20,440	24,500	31,500
Per FTE 3	12,525	6,673	6,813	8,166	10,500
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	1,152	260	1,094	2,000	2,200
Per FTE 1.5	1,152	260	729	1,333	1,467
# of Adults Trained	N/A	N/A	35	40	45
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	200	300	167	350	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	778	517	1,300	1,500	1,600
# of Farmers Recertified As Pesticide Applicators	216	492	798	900	1,000
# of New or Updated Clients with Nutrient Management Plans	94	81	75	90	95
# of Acres of Nutrient Management Plans Written/Updated	15,550	14,917	15,964	16,000	17,000
# of Master Gardener Volunteer Hours	1,667	2,607	4,098	5,250	5,500

Conservation of Natural Resources

Department: Conservation Of Natural Resources
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$347,690	$334,400	$358,900	$361,900	$27,500	8.2%
Fringe Benefits	89,214	106,000	120,100	120,400	14,400	13.6%
Agency Funding	0	0	0	120,000	120,000	New
Total Expenditures	$436,904	$440,400	$479,000	$602,300	$161,900	36.8%
Revenues	$122,557	$94,200	$122,600	$122,600	$28,400	30.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- **Agency Funding** supports the Beginner Farmer Equipment Rental Program. The County Commissioners added this funding during the budget adoption process.
- **Revenues** were adjusted to current trends.

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:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	FTE
District Manager	1.0	1.0	1.0	1.0	1.0
Engineer I-III	1.0	1.0	1.0	2.0	2.0
Charles SCD Coordinator	1.0	1.0	1.0	1.0	1.0
Planning Technician	1.0	0.0	0.0	0.0	0.0
Secretary	0.9	0.9	0.9	0.9	0.9
Part Time	0.0	0.6	0.6	0.6	0.6
Total Full Time Equivalent	**4.9**	**4.6**	**4.6**	**5.6**	**5.6**
Grant/District Funding	(1.0)	(0.6)	(0.6)	(0.6)	(0.6)
Watershed Protection & Restoration Fund	0.0	0.0	0.0	(1.0)	(1.0)
Net Cost to General Fund	**3.9**	**3.9**	**3.9**	**3.9**	**3.9**

Conservation of Natural Resources

Department: Weed Control
Division\Program: Weed Control Program — Fund: General
Program Administrator: Lane Heimer, Weed Control Specialist

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$891	$12,500	$13,400	$13,400	$900	7.2%
Fringe Benefits	0	1,100	1,200	1,200	100	9.1%
Operating Costs	173	2,700	2,700	2,700	0	0.0%
Total Expenditures	$1,064	$16,300	$17,300	$17,300	$1,000	6.1%
Revenues	$6,300	$15,000	$15,000	$15,000	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** provides funding to support salary increases for the program's part time employee.

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:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	FTE
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**

Conservation of Natural Resources

Department: Conservation of Natural Resources
Division\Program: Other — Fund: General

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Agency Funding	$2,550	$5,000	$5,000	$5,000	$0	0.0%
Total Expenditures	$2,550	$5,000	$5,000	$5,000	$0	0.0%

Changes and Useful Information:

- The FY2024 **Agency Funding** is for the following:
  -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
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	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$9,878	$8,600	$12,200	$9,300	$700	8.1%
Fringe Benefits	2,363	2,300	2,700	2,500	200	8.7%
Agency Funding	600	600	600	600	0	0.0%
Total Expenditures	$12,842	$11,500	$15,500	$12,400	$900	7.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.

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:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	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
Division\Program: Capital Project — Fund: General
Program Administrator: Jacob Dyer, Acting Director of Fiscal & Administrative Services

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Transfers Out	$5,079,378	$11,027,000	$13,379,000	$13,379,000	$2,352,000	21.3%
Capital Outlay	138,942	0	0	0	0	N/A
Total Expenditures	$5,218,320	$11,027,000	$13,379,000	$13,379,000	$2,352,000	21.3%

Changes and Useful Information:

- **Transfers Out** represents funding for paygo projects. Funds are transferred to the Capital Project Fund.
- **Capital Outlay** represents miscellaneous project costs that are not part of the Capital Project Fund.

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:	FY2022 Actual	FY2023 Adopted	FY2024 Adopted
BOARD OF EDUCATION			
BOE: Various Maintenance Projects	$0	$322,000	$590,000
T.C. Martin E.S. Study/Renovation/Addition	0	0	600,000
McDonough High School Renovation Study/Security Enhancements & Performing Arts	0	590,000	0
La Plata High School Renovation, Security Enhancements and Circulation Upgrades	0	149,000	149,000
Benjamin Stoddert M.S. Modernization/Addition	495,000	0	0
Limited Renovation: Dr. Gustavus Brown E.S.	400,000	0	0
COLLEGE OF SOUTHERN MD			
P.E. Building Repairs	219,900	0	0
TRANSPORTATION			
Road Overlay Program	0	354,000	774,000
Safety Improvement Program- Existing Roadways	0	289,000	289,000
Traffic Signal Program	0	287,000	287,000
Sidewalk Improvement Program	0	155,000	170,000
Waldorf Urban Redevelopment Corridor Stormwater Outfall	66,000	295,000	45,000
Old Washington Road Reconstruction	0	0	210,000
PARKS			
Park Repair & Maintenance Projects	299,088	307,000	337,000
Various Pedestrian & Bicycle Facilities	0	169,000	82,000
Synthetic Turf Fields	0	1,725,000	0
Mallows Bay Restrooms	500,000	0	0
La Plata Farm Master Plan	200,000	0	0
La Plata Farm Development Phase I	34,000		
Waterfront Acquisition	544,620	0	0
Hamilton Road Sidewalk Improvements	0	315,000	0
Bensville Park Field Lights	0	130,000	0
White Plains Golf Course Erosion Repairs	87,760	0	0
Waldorf Basketball Courts	0	117,000	117,000
Mallows Bay Kayak Launch	0	85,000	0
McDaniel Road Shared Use Path	0	209,000	0
Billingsley Road Sidewalk	0	0	735,000
Westlake Community Sidewalk	0	0	304,000

Other

Department: Other Misc. Appropriations
Division\Program: Capital Project — Fund: General
Program Administrator: Jacob Dyer, Acting Director of Fiscal & Administrative Services

Projects:	FY2022 Actual	FY2023 Adopted	FY2024 Adopted
GENERAL GOVERNMENT			
Blue Crabs Stadium Maintenance	0	107,000	107,000
Zekiah Rural Legacy Program	0	211,000	211,000
Nanjemoy Rural Legacy Program	0	211,000	211,000
Agricultural Preservation	0	152,000	202,000
Purchase of Developments Rights (PDR) Program	0	658,000	658,000
Charles County VanGo Maintenance Facility	0	0	533,000
Radio Communications System Upgrade	0	757,000	0
Radio Tower Coating Restoration	0	205,000	0
Public Facilities Storage Building	0	646,000	646,000
Recreation Center	0	115,000	0
Fueling Site Improvements	0	479,000	0
Pinefield EMS Station	0	983,000	1,205,000
Replacement of County Financial Software	0	1,005,000	1,205,000
SAO Renovations	81,300	0	0
Circuity Court Elevators Repair/Replacement	930,000	0	0
Various Maintenance Projects	180,000	0	0
White Plains Synthetic Turf Fields	320,000	0	0
Laurel Springs Synthetic Turft Fields	320,000	0	0
FY2022 Recreation Equipment	259,500	0	0
Zoning Planning Update	100,000	0	0
Rich Hill Renovations	39,710	0	0
Light Rail Transit	2,500	0	0
Charles County Courthouse HVAC Improvements	0	0	2,700,000
Detention Center Pump Station Rehabilitations	0	0	90,000
Hazardous Material Remediation/Demo DNR Bldg	0	0	492,000
Bel Alton High School Gymnasium Roof Replacement	0	0	430,000
	$5,079,378	**$11,027,000**	**$13,379,000**

Other

Department: Contingency
Division\Program: Contingency — Fund: General
Program Administrator: Board of County Commissioners

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Contingency	$0	$0	$300,000	$124,000	$124,000	New
Total Expenditures	$0	$0	$300,000	$124,000	$124,000	New

Changes and Useful Information:

- During the budget process the Commissioners decided to reduce this funding to provide for two new positions, a Communications Coordinator and a Security Technology Specialist, as well as for a Pop Up Park at the Waldorf Senior and Recreational Center.

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.

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.

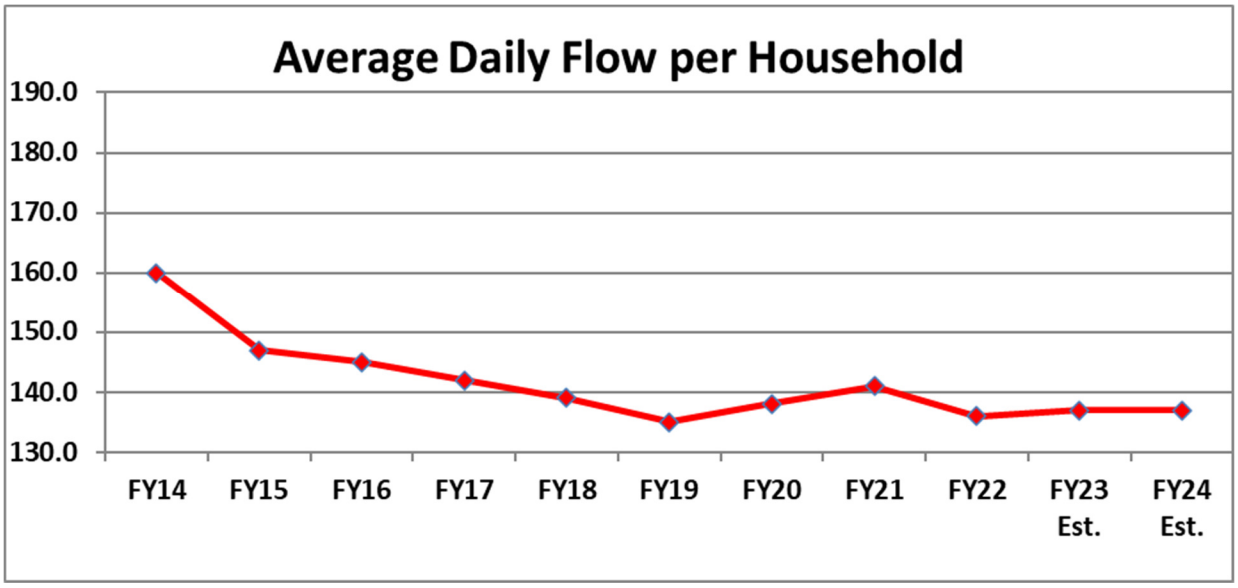
Enterprise Fund Revenues

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 FY24, user fees were increased by 14.5% on the average water and sewer bill. The total FY24 budget is 13% greater than the FY23 budget. Expenditures were adjusted to cover the debt service related to capital projects, anticipated increases in operating cost such as sludge disposal, chemicals, and fuel, as well as to support four new full-time positions as well as the upgrade of a part time position to full time and providing partial support for two other positions. Based on an average daily consumption of 137 gallons, a consumer could expect to pay approximately $238 per quarter, approximately $30 more. The County remains in the lower half of surrounding jurisdictions in rate comparisons.

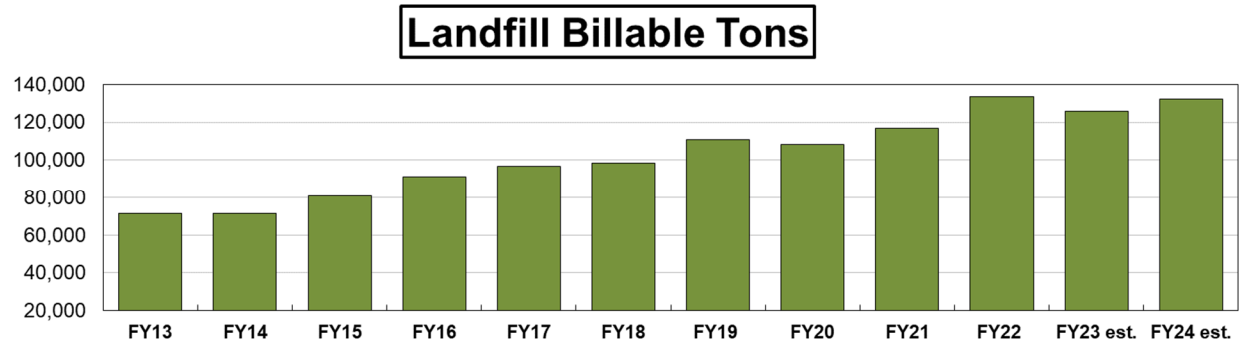
ENTERPRISE FUNDS

Solid Waste (Landfill)

An enterprise fund was established for landfill operations in the early 1990's. The tipping fee increases to $91 per ton for FY24. This fee is the primary revenue source for the Landfill operation comprising over 85% of the revenues for this operation.

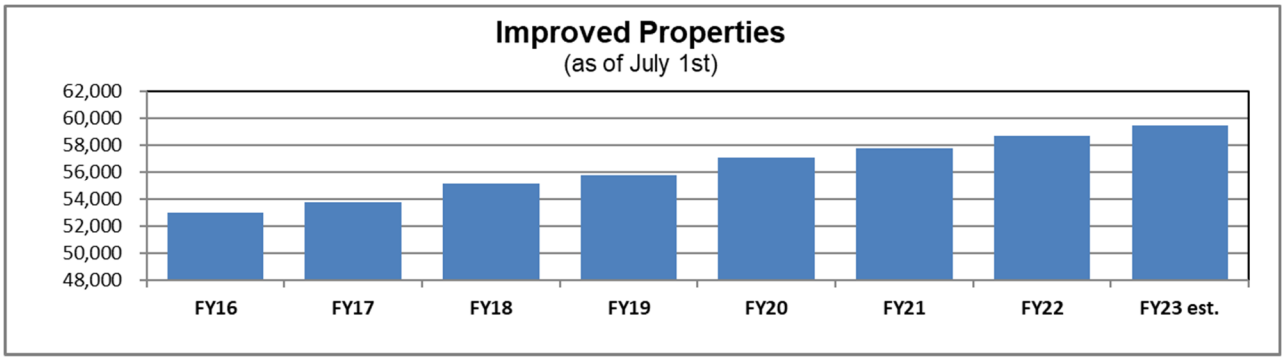
Both a fiscal and operational impact resulted from the free trade legislation approved by the Federal Government many years ago which removed restrictions on landfills and opened the waste removal business to interstate transactions. Consequently, what once was a predictable estimate for tons of waste 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. FY24 tons are conservatively estimated. The landfill is located on a 16-acre site and is approximately 74% 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 92% 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 $13, to $153 per improved property to cover the County's cost to provide curbside collection of recycling and yard waste, and to support climate resiliency initiatives. Also included is funding for two new Recycling Site Attendants and provides partial support of three other positions.



NOTE: The towns of Indian Head and La Plata have their own recycling program and pay a reduced ESF fee. The rate is currently $27 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 99% of revenues. The Stormwater Remediation fee was increased from $127 in FY23 to $146 per improved property in FY24 to cover the debt service related to capital projects, repair aging stormwater management structures, and for additional inspectors to monitor watershed functions. The fee was also increased to partially support four new positions. 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, and in support of four new positions and partial support of two new positions, overall funding was increased by 76.3%.

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, and trips and tours. 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. Overall funding was increased by 3.8%.

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]

	FY2022 Actual	FY2023 Budget	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Water & Sewer						
Revenue						
Service Charges	$38,925,811	$43,083,900	$43,675,200	$49,496,700	$6,412,800	14.9%
Local Government	1,232,645	1,576,900	2,113,100	2,113,100	536,200	34.0%
Fines & Forfeitures	1,000,587	820,000	1,000,000	1,000,000	180,000	22.0%
Rent Revenues	285,681	330,000	330,000	330,000	0	0.0%
Licenses & Permits	101,774	73,000	76,600	76,600	3,600	4.9%
Miscellaneous	78,429	9,600	9,600	9,600	0	0.0%
Operating Revenues	$41,624,927	$45,893,400	$47,204,500	$53,026,000	$7,132,600	15.5%
Fund Balance Appropriation	585,030	2,367,000	1,718,500	1,718,500	(648,500)	-27.4%
Total	$42,209,957	$48,260,400	$48,923,000	$54,744,500	$6,484,100	13.4%
Expense						
Personal Services	$10,565,257	$11,459,800	$12,110,000	$12,100,800	$641,000	5.6%
Fringe Benefits	3,391,356	3,949,900	4,507,100	4,516,300	566,400	14.3%
Operating Costs	17,144,261	22,805,800	26,519,400	26,519,400	3,713,600	16.3%
Debt Service	6,625,218	7,487,700	8,460,500	8,460,500	972,800	13.0%
Operating Contingency	0	5,200	125,000	125,000	119,800	2303.8%
Capital Outlay	857,953	2,552,000	2,960,000	2,960,000	408,000	16.0%
Capital Projects	375,700	0	62,500	62,500	62,500	N\A
Total	$38,959,744	$48,260,400	$54,744,500	$54,744,500	$6,484,100	13.4%
Variance	$3,250,213	$0	($5,821,500)	$0		
Solid Waste						
Revenue						
Service Charges	$10,974,743	$12,251,700	$11,335,900	$12,112,400	($139,300)	-1.1%
Licenses & Permits	1,945	5,000	5,000	5,000	0	0.0%
Miscellaneous	(3,226)	0	0	0	0	N\A
Operating Revenues	$10,973,462	$12,256,700	$11,340,900	$12,117,400	($139,300)	-1.1%
Fund Balance Appropriation	71,340	1,465,000	1,855,800	1,855,800	390,800	26.7%
Total	$11,044,802	$13,721,700	$13,196,700	$13,973,200	$251,500	1.8%
Expense						
Personal Services	$1,949,269	$2,225,800	$2,376,900	$2,376,900	$151,100	6.8%
Fringe Benefits	596,436	666,800	746,000	746,000	79,200	11.9%
Operating Costs	1,581,716	1,842,800	2,031,700	2,031,700	188,900	10.3%
Debt Service	331,776	312,700	279,500	279,500	(33,200)	-10.6%
Operating Contingency	0	69,600	24,400	24,400	(45,200)	-64.9%
Landfill Expansion/Closure	4,786,400	6,335,000	6,836,200	6,836,200	501,200	7.9%
Capital Outlay	79,089	1,550,000	940,000	940,000	(610,000)	-39.4%
Agency Funding	64,000	91,600	111,100	111,100	19,500	21.3%
Equipment/Tech Reserve	570,400	627,400	627,400	627,400	0	0.0%
Total	$9,959,086	$13,721,700	$13,973,200	$13,973,200	$251,500	1.8%
Variance	$1,085,716	$0	($776,500)	$0		

Footnotes:

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For rate setting purposes, capital outlay, principal payments on debt services, and sinking fund reserves are listed above.
These items are not recorded on the County's Statement of Revenues, Expenses, and changes in Net Assets.

ENTERPRISE FUND OPERATING BUDGETS[1]

Environmental Services

	FY2022 Actual	FY2023 Budget	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Revenue						
Service Charges	$7,319,596	$7,888,200	$7,938,800	$8,733,000	$844,800	10.7%
Interest Income	39,679	12,000	12,000	12,000	0	0.0%
Operating Revenues	$7,359,275	$7,900,200	$7,950,800	$8,745,000	$844,800	10.7%
Fund Balance Appropriation	240,525	430,000	541,400	541,400	111,400	25.9%
Total	$7,599,800	$8,330,200	$8,492,200	$9,286,400	$956,200	11.5%
Expense						
Personal Services	$1,313,124	$1,587,900	$1,860,600	$1,834,500	$246,600	15.5%
Fringe Benefits	327,267	456,100	608,600	601,500	145,400	31.9%
Operating Costs	4,650,079	5,324,500	5,740,300	5,773,500	449,000	8.4%
Debt Service	123,960	95,200	87,500	87,500	(7,700)	-8.1%
Operating Contingency	0	43,500	16,000	16,000	(27,500)	-63.2%
Capital Outlay	360,948	560,000	677,500	677,500	117,500	21.0%
Equipment Reserve	121,000	121,000	140,000	140,000	19,000	15.7%
Transfers Out	50,000	100,000	105,000	105,000	5,000	5.0%
Agency Funding	58,973	42,000	50,900	50,900	8,900	21.2%
Total	$7,005,351	$8,330,200	$9,286,400	$9,286,400	$956,200	11.5%
Variance	$594,449	$0	($794,200)	$0		

Watershed Protection and Restoration

	FY2022 Actual	FY2023 Budget	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Revenue						
Service Charges	$5,910,085	$6,607,400	$6,697,200	$7,704,500	$1,097,100	16.6%
Interest Income	19,978	5,000	5,000	5,000	0	0.0%
Operating Revenues	$5,930,063	$6,612,400	$6,702,200	$7,709,500	$1,097,100	16.6%
Fund Balance Appropriation	55,000	81,500	24,600	24,600	(56,900)	-69.8%
Total	$5,985,063	$6,693,900	$6,726,800	$7,734,100	$1,040,200	15.5%
Expense						
Personal Services	$941,591	$1,152,800	$1,322,500	$1,322,100	$169,300	14.7%
Fringe Benefits	248,076	273,800	361,900	362,300	88,500	32.3%
Operating Costs	1,931,578	2,435,200	2,840,200	2,840,200	405,000	16.6%
Agency Funding	89,600	161,200	178,300	178,300	17,100	10.6%
Debt Service	1,972,586	2,481,700	2,835,500	2,835,500	353,800	14.3%
Operating Contingency	0	12,200	13,700	13,700	1,500	12.3%
Transfer Out	100,000	100,000	105,000	105,000	5,000	5.0%
Capital Budget Reserve	249,000	77,000	77,000	77,000	0	0.0%
Total	$5,532,432	$6,693,900	$7,734,100	$7,734,100	$1,040,200	15.5%
Variance	$452,631	$0	($1,007,300)	$0		

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ENTERPRISE FUND OPERATING BUDGETS[1]

	FY2022 Actual	FY2023 Budget	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Inspections and Review						
Revenue						
Service Charges	$7,039,028	$5,462,300	$9,628,100	$9,628,100	$4,165,800	76.3%
Total	$7,039,028	$5,462,300	$9,628,100	$9,628,100	$4,165,800	76.3%
Expense						
Personal Services	$1,720,490	$1,639,400	$1,997,100	$1,993,400	$354,000	21.82%
Fringe Benefits	433,129	386,700	506,700	507,800	121,100	31.03%
Operating Costs	3,419,383	3,008,600	6,678,400	6,681,000	3,672,400	121.98%
Debt Service	54,704	65,000	81,200	81,200	16,200	24.92%
Operating Contingency	0	303,400	292,800	292,800	(10,600)	-3.49%
Agency Funding	41,100	59,200	71,900	71,900	12,700	21.45%
Total	$5,668,806	$5,462,300	$9,628,100	$9,628,100	$4,165,800	76.3%
Variance	$1,370,222	$0	$0	$0		
Recreation						
Revenue						
Service Charges	$1,192,618	$1,740,200	$1,914,000	$1,914,000	$173,800	10.0%
Rent Revenue	1,240	6,500	8,000	8,000	1,500	23.1%
Miscellaneous	26,985	34,000	34,000	34,000	0	0.0%
State Grants	20,949	20,900	20,900	20,900	0	0.0%
Operating Revenues	$1,241,792	$1,801,600	$1,976,900	$1,976,900	$175,300	9.7%
Transfers from General Fund	175,000	175,000	75,000	75,000	(100,000)	-57.1%
Total	$1,416,792	$1,976,600	$2,051,900	$2,051,900	$75,300	3.8%
Expense						
Personal Services	$864,902	$1,229,300	$1,290,000	$1,290,000	$60,700	4.9%
Fringe Benefits	86,068	114,100	102,000	102,000	(12,100)	-10.6%
Operating Costs	406,672	615,500	656,900	656,900	41,400	6.7%
Operating Contingency	0	17,700	3,000	3,000	(14,700)	-83.1%
Total	$1,357,641	$1,976,600	$2,051,900	$2,051,900	$75,300	3.8%
Variance	$59,151	$0	$0	$0		

Footnotes:

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ENTERPRISE FUND OPERATING BUDGETS[1]

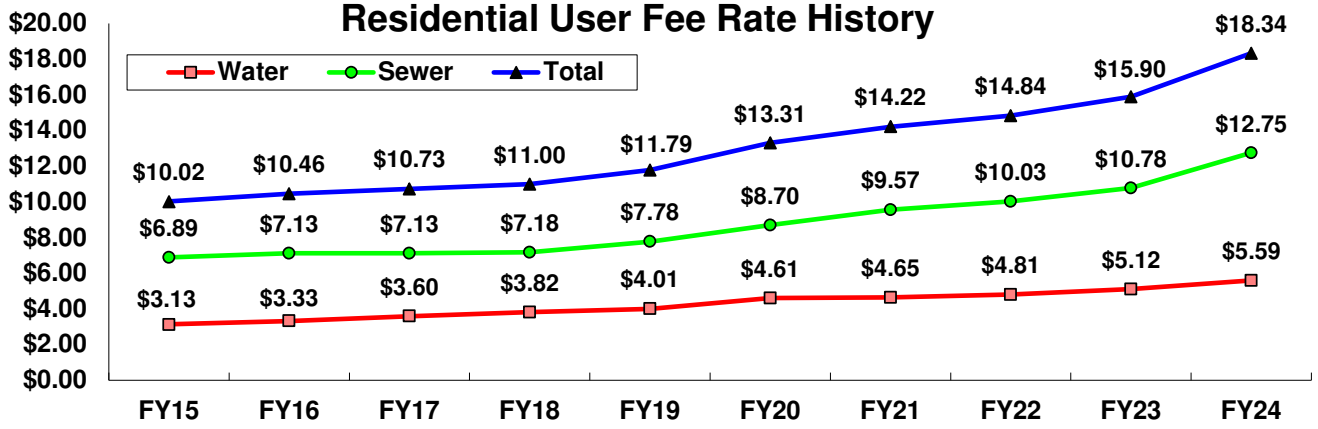
	FY2022 Actual	FY2023 Budget	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Vending Machine						
Service Charges	$125,633	$138,800	$138,800	$138,800	$0	0.0%
Operating Costs	$139,306	$138,800	$138,800	$138,800	$0	0.0%
Variance	($13,674)	$0	$0	$0		
Total Enterprise Funds						
Total Revenues	$75,421,075	$84,583,900	$89,157,500	$97,557,000	$12,973,100	15.3%
Total Expenses	$68,622,366	$84,583,900	$97,557,000	$97,557,000	$12,973,100	15.3%
Variance	**$6,798,708**	**$0**	**($8,399,500)**	**$0**		

Footnotes:

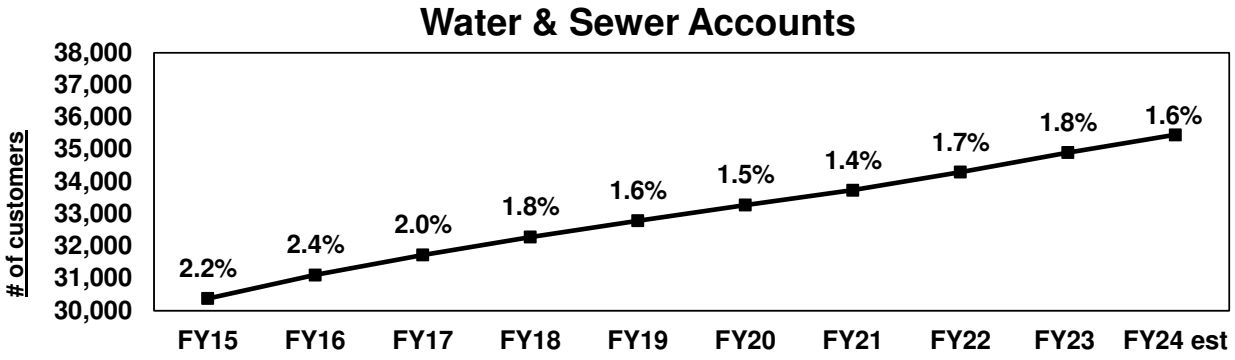
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Water and Sewer Fund

Martin Harris, 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



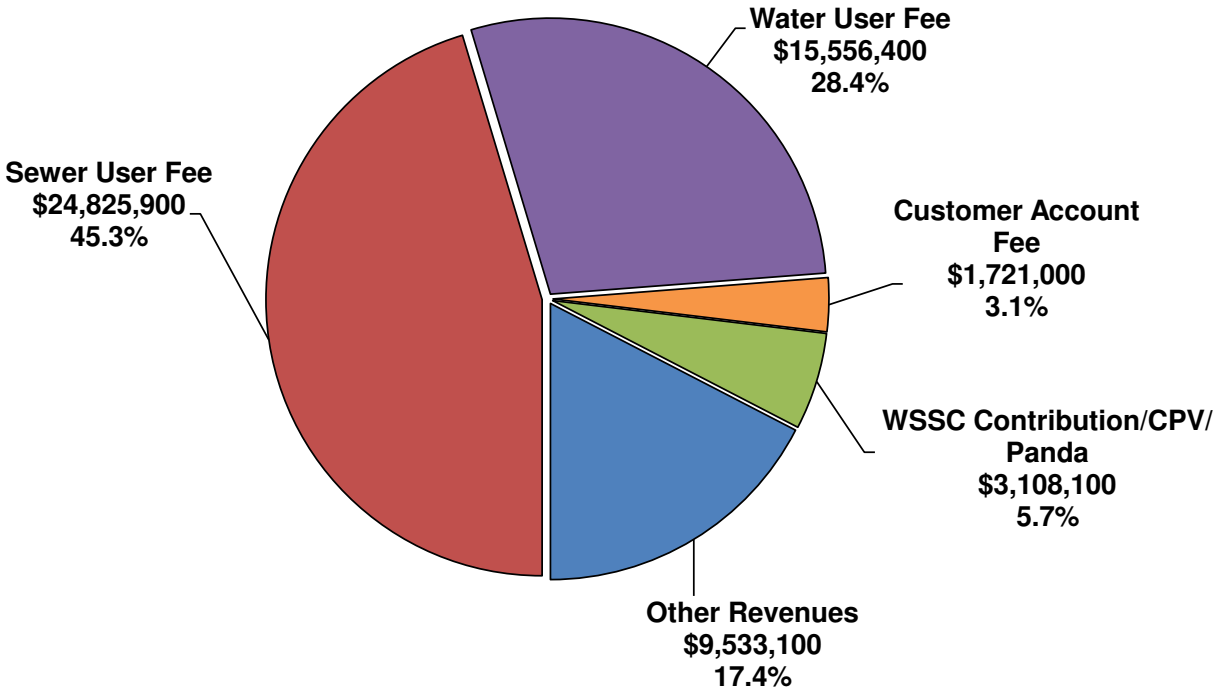
Water User Fee Rate	**FY2024 Adopted Rates:**
Single Family Residential: 0 - 18,000 gallons	$5.59 per 1,000 gallons
Single Family Residential: 18,001 - 24,000 gallons	$11.18 per 1,000 gallons
Single Family Residential: Over 24,000 gallons	$16.77 per 1,000 gallons
Multi-Family/Commercial: based on metered usage	$6.64 per 1,000 gallons
Sewer User Fee Rate	
Single Family Residential: Billing capped at 24,000 gallons	$12.75 per 1,000 gallons
Multi-Family/Commercial: based on metered usage	$12.75 per 1,000 gallons
Customer Account Fee	
Customer Account Charge	$11.60 flat fee
Sewer "Only" Non-Metered Customer Account Charge	$6.57 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)	$133
Water/Sewer Final Reading Request	$20



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.

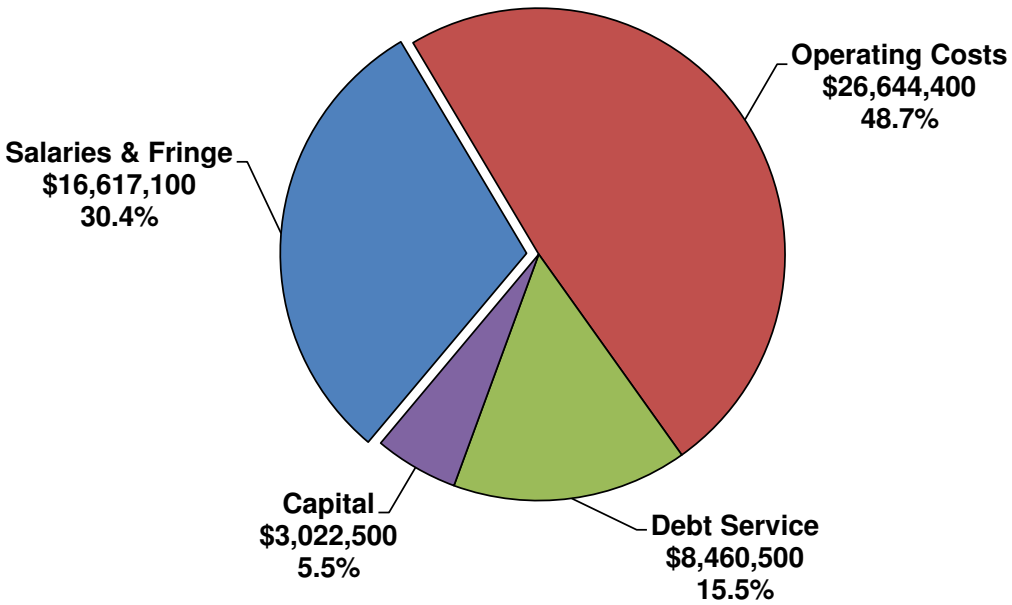
FY2024 Operating Revenues by Funding Source

Total: $54,744,500



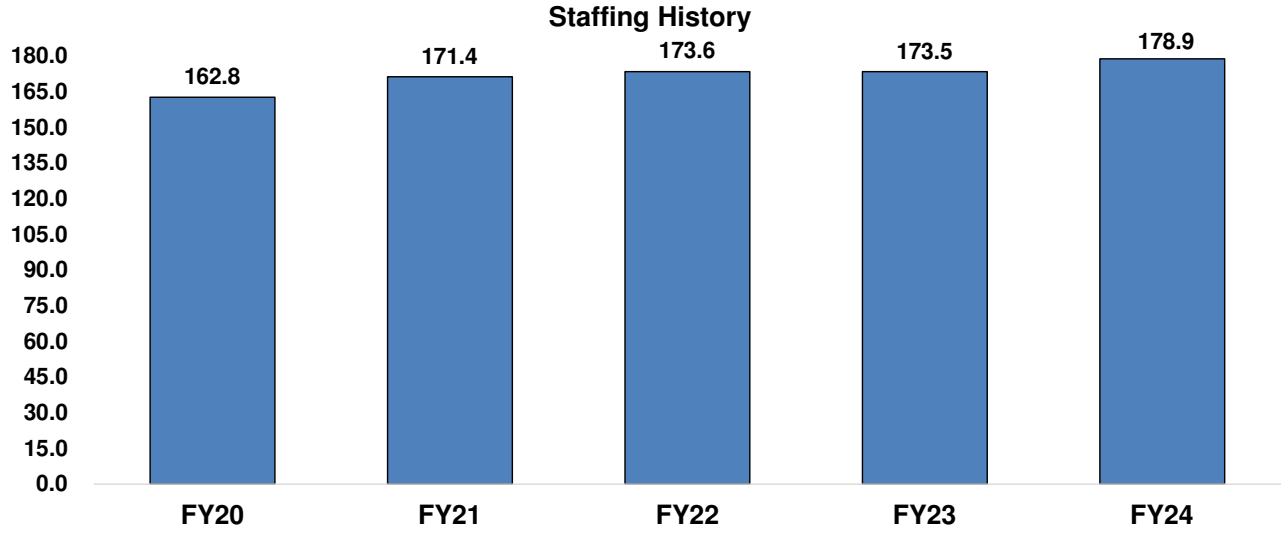
FY2024 Operating Expenses by Account Classification

Total: $54,744,500



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:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
DPW-UT					
Sewer	53.8	56.4	54.7	55.0	56.1
Mattawoman	39.1	40.1	41.4	41.7	44.1
Water	45.8	50.2	50.9	51.2	52.7
Meters	7.1	7.1	7.1	7.1	7.1
DPW-UT Full Time Equivalent	**145.8**	**153.8**	**154.1**	**155.1**	**160.1**
PGM	7.7	8.3	9.6	8.6	8.6
Fiscal & Administrative Services	9.3	9.3	9.9	9.9	10.3
Total Full Time Equivalent	**162.8**	**171.4**	**173.6**	**173.5**	**178.9**

Objectives and Measurements

	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Public Works Objective: To provide excellent customer service.					
Water & Sewer Line Breaks					
Number of Breaks	53	42	42	50	45
$ per event	$6,017	$7,115	$6,340	$6,800	$6,700
Water/Sewer Regulatory Compliance					
% Violations	N/A	NA	N/A	N/A	N/A
Potential Violations	23	29	15	15	15
Water delivered	201 million gallon/month average	200 million gallon/month average	207 million gallons/month average	205 Million gallons/month average	208 million gallons/month average
Sewer treated	293 million gallon/month average	446 million gallon/month average	374 million gallon/month average	395 Million gallons/month average	395 million gallons/month average
Customer Complaints					
Number of Complaints	54	116	50	70	70
average number of days to resolve	8	12	11	7	8
Annual # of injury and property damage claims reported (# / month)	31	37	37	45	40

- 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)	703	698	545	750	700

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development & Support Services, Infrastructure/Services

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	139,762	141,419	140,134	143,750	147,000
# of regular invoices	135,250	136,980	135,257	138,250	141,000
# of finals	4,512	4,439	4,877	5,500	6,000
# of customer accounts	34,508	34,995	35,545	36,000	36,500
% of ebilling customer accounts	10.48%	11.05%	11.89%	13.00%	25.00%
# of delinquent invoices per year	34,540	0 *	47,486	48,500	49,250
% of total billed	25%	0%	34%	34%	34%

- 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	846	0 *	480	680	750
# of liens	391	551	149	325	400
# of liens released	332	329	141	250	310

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

* FY21 saw no "delinquent" invoice notices per County COVID response efforts, these were replaced with "Reminder" notices on outstanding balances to our customers. The same was true with sending any "final" notice letters.

Water & Sewer

Department: Public Works - Utilities
Division \ Program: Satellite Sewer Systems — Fund: Enterprise
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$3,532,938	$3,701,100	$3,891,800	$3,887,700	$186,600	5.0%
Fringe Benefits	1,093,939	1,305,500	1,429,900	1,434,000	128,500	9.8%
Operating Costs	4,500,320	5,768,100	6,303,400	6,303,400	535,300	9.3%
Operating Contingency	0	0	40,400	40,400	40,400	NEW
Debt Service	4,224,066	5,293,000	6,222,700	6,222,700	929,700	17.6%
Capital Outlay/Maintenance	89,380	460,000	460,000	460,000	0	0.0%
Capital Projects	92,700	0	62,500	62,500	62,500	NEW
Total Expenditures	$13,533,343	$16,527,700	$18,410,700	$18,410,700	$1,883,000	11.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases, and the full year impact of the FY2023 approved Geographical Information System Specialist. Also included is funding to support a new Maintenance Technician I position and a new Environmental Operator Trainee position which are split between sewer and water divisions.
- The **Operating Costs** increase includes funding to support increased cost for chemicals, asphalt and sewer repairs, the fund's support of the county's new financial software, and other adjustments based on anticipated spending. Also included is funding to support the new positions.
- **Operating Contingency** is for potential revenue shortfalls and/or expenditure overruns.
- The increase in **Debt Service** is for payments related to bond issues for capital projects and payments for bank financed vehicle and equipment purchases. Included is funding to bank finance a new small flat bed dump truck to be used for yard repairs and job cleanups.
- The **Capital Projects** is for PayGo funding to support the sewer pump station capacity study.
- **Capital Outlay/Maintenance** is for ongoing maintenance at the satellite sewer sites based on anticipated needs.

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:	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Total Full Time Equivalent	**53.8**	**56.4**	**54.7**	**55.0**	**56.1**

Water & Sewer

Department: Public Works - Utilities
Division \ Program: Mattawoman Treatment Plant — Fund: Enterprise
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$2,338,235	$2,647,600	$2,839,400	$2,837,300	$189,700	7.2%
Fringe Benefits	771,047	935,800	1,159,100	1,161,200	225,400	24.1%
Operating Costs	6,923,178	8,428,500	11,475,300	11,475,300	3,046,800	36.1%
Operating Contingency	0	0	28,500	28,500	28,500	NEW
Debt Service	77,803	106,400	125,700	125,700	19,300	18.1%
Capital Outlay/Maintenance	539,034	1,397,000	1,500,000	1,500,000	103,000	7.4%
Total Expenditures	$10,649,297	$13,515,300	$17,128,000	$17,128,000	$3,612,700	26.7%
WSSC Contribution/ CPV/Panda	$1,815,684	$2,326,900	$2,863,100	$2,863,100	$536,200	23.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases and the full year impact of the FY2023 approved Geographical Information System Specialist which is split between water, sewer, and mattawoman. Also included is funding to support a new Environmental Operator Trainee position, and an Engineer II position.
- The **Operating Costs** budget increase is to support repairs and maintenance of aging infrastructure, as well as the increased cost of chemicals, electricity, and sludge disposal based on current trends. Also included is funding to support the county's new financial software, and new positions.
- **Operating Contingency** is for potential revenue shortfalls and/or expenditure overruns.
- **Debt Service** includes payments associated with bank financing certain vehicle and equipment purchases.
- **Capital Outlay/Maintenance** is to provide funds to cover unanticipated plant repairs, rehab sand filters, replace broken doors on plant, re-paint piping, replace sand and sand filters, replace valves in tunnels, and rehab scale driveway.
- **WSSC Contribution/CPV/Panda** revenues are reimbursements which are based on operation and maintenance cost. These revenues are declining based on changing the reimbursement budgets for CPV and Panda.

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:	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Total Full Time Equivalent	**39.1**	**40.1**	**41.4**	**41.7**	**44.1**

Water & Sewer

Department: Public Works - Utilities
Division \ Program: Water — Fund: Enterprise
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$3,231,266	$3,458,300	$3,660,800	$3,658,800	$200,500	5.8%
Fringe Benefits	1,071,193	1,244,500	1,414,600	1,416,600	172,100	13.8%
Operating Costs	4,752,939	7,407,400	7,579,300	7,579,300	171,900	2.3%
Operating Contingency	0	0	38,800	38,800	38,800	NEW
Debt Service	2,057,417	2,068,500	2,093,000	2,093,000	24,500	1.2%
Capital Outlay/Maintenance	229,539	695,000	1,000,000	1,000,000	305,000	43.9%
Capital Projects	283,000	0	0	0	0	N\A
Total Expenditures	$11,625,354	$14,873,700	$15,786,500	$15,786,500	$912,800	6.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases and the full year impact of the FY2023 approved Geographical Information System Specialist. Also included is funding to support a new Maintenance Technician I position and a new Environmental Operator Trainee position which are split between sewer and water divisions.
- The **Operating Costs** budget increased to support an increase in vehicle fuel, chemicals, and utilities based on current trends. Also included is funding to support the county's new financial software, and new positions.
- **Operating Contingency** is for potential revenue shortfalls and/or expenditure overruns.
- **Debt Service** is for payments related to bond issues for capital projects and payments to finance vehicle and equipment purchases. Included is funding to bank finance a new small flat bed dump truck to be used for yard repairs and job cleanups.
- **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:	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Total Full Time Equivalent	**45.8**	**50.2**	**50.9**	**51.2**	**52.7**

Water & Sewer

Department: Public Works - Utilities
Division \ Program: Water, Sewer, Mattawoman — Fund: Enterprise
Program Administrator: Martin Harris, Director of Public Works

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
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	0.0	0.0	0.0
Inventory & Fleet Mgmt Operations Manager	0.3	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	1.0	1.0	2.0
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	1.0	1.0	1.0
Utilities Project Manager II	1.0	2.0	2.0	2.3	2.3
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	10.0	10.0	10.0	10.0	10.0
Assistant Project Manager	2.0	2.0	1.0	0.0	0.0
Line Maintenance Supervisor	4.0	5.0	5.0	5.0	5.0
Equipment Maintenance Supervisor	3.0	3.0	4.0	4.0	4.0
Fleet Maintenance Technician III	1.0	1.0	1.0	1.0	1.0
Utilities Plan Reviewer	1.0	1.0	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	1.0	1.0	1.0	1.0	1.0
Instrumentation Technician	9.0	9.0	9.0	9.0	9.0
Geographical Information System Specialist	0.0	0.0	0.0	1.0	1.0
Electrician I - III	1.0	1.0	1.0	1.0	1.0
Facilities Maintenance Technician III	1.0	1.0	1.0	1.0	1.0
DPW Management Support Coordinator	0.0	0.0	0.0	0.0	0.5
Assistant to the Director of DPW	0.0	0.0	0.0	0.0	0.5
Project Admin Specialist	1.0	1.0	0.0	0.0	0.0
Equipment Maintenance Technician II	3.0	4.0	4.0	4.0	4.0
Vehicle Equipment Technician	0.0	0.0	0.2	0.2	0.2
Fleet Maintenance Technician II	1.0	1.0	1.0	1.0	1.0
Environmental Operator / Trainee	37.0	37.0	37.0	37.0	39.0
Utilities Locator	3.0	4.0	4.0	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	2.0	2.0	2.0
Technician - Small Engine	0.8	0.8	0.8	0.8	0.8
Fleet Maintenance Superintendent	0.3	0.3	0.3	0.3	0.3
Equipment Maintenance Technician I	8.0	8.0	8.0	8.0	9.0
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	2.0	2.0	2.0	2.0
Line Maintenance Operator I-IV	20.0	23.0	23.0	23.0	23.0
Part Time I	1.4	1.4	1.4	1.4	1.4
Total Full Time Equivalent	**141.4**	**150.4**	**149.6**	**149.9**	**155.0**
Allocated to Other Funds	(2.8)	(3.8)	(2.0)	(2.0)	(2.0)
Total Full Time Equivalents W/S	**138.7**	**146.7**	**147.7**	**148.0**	**153.0**

Water & Sewer

Department: Planning and Growth Management
Division \ Program: Water & Sewer Administration Fund: Enterprise
Program Administrator: Jason Groth, Acting Director of Planning & Growth Management
https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$244,209	$229,800	$233,900	$233,700	$3,900	1.7%
Fringe Benefits	56,568	44,700	53,200	53,400	8,700	19.5%
Operating Costs	2,497	4,900	5,900	5,900	1,000	20.4%
Operating Contingency	0	0	2,400	2,400	2,400	NEW
Total Expenditures	$303,273	$279,400	$295,400	$295,400	$16,000	5.7%
Revenues	$11,035	$5,000	$5,000	$5,000	$0	0.0%

Baseline Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- The **Operating Costs** increased under credit card processing based on current trends.
- **Operating Contingency** is for 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 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	0.3	0.3
Chief of Administrative Operations	0.0	0.1	0.1	0.1	0.1
Citizen Response Coordinator	0.2	0.2	0.2	0.1	0.1
Project/Program Manager	0.2	0.0	0.0	0.0	0.0
Property Acquisition Officer	0.0	0.0	0.0	0.1	0.1
Assistant Property Acquisition Officer	0.0	0.3	0.3	0.1	0.1
Assistant to the Director	0.1	0.1	0.1	0.2	0.2
Right-Of-Way Bonding Specialist	0.0	0.0	0.3	0.3	0.3
Permit Technician	0.0	0.0	0.6	0.6	0.6
Permit Specialist	0.0	0.0	1.0	1.0	1.0
Office Associate II	0.0	0.0	0.3	0.0	0.0
Part Time	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	**0.8**	**1.0**	**3.1**	**2.9**	**2.9**

Water & Sewer

Department: Planning and Growth Management
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	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$133,537	$143,600	$0	$0	($143,600)	N\A
Fringe Benefits	40,671	37,200	0	0	(37,200)	N\A
Operating Costs	2,897	6,000	0	0	(6,000)	N\A
Operating Contingency	0	0	0	0	0	N\A
Total Expenditures	$177,106	$186,800	$0	$0	($186,800)	N\A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** decrease is due to the reallocation of various positions to the new Infrastructure and Management division within this fund, as well as the reallocation of positions to the General Fund.
- **Operating Cost** are decreasing due to funds being moved under the Infrastructure and Management division within this fund.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of CPIS	0.1	0.1	0.1	0.1	0.0
Engineer Supervisor	1.0	1.0	1.0	0.3	0.0
Engineer I - IV	1.0	1.0	1.0	0.8	0.0
Building Code Official	0.1	0.1	0.1	0.0	0.0
Assistant to the Chief of CPIS	0.1	0.0	0.0	0.0	0.0
Administrative Associate	0.0	0.1	0.1	0.1	0.0
Right of Way and Bonding Specialist	0.3	0.3	0.0	0.0	0.0
Permits Specialist	1.5	1.5	0.5	0.5	0.0
Office Associate II	0.6	0.6	0.0	0.0	0.0
Total Full Time Equivalent	**4.7**	**4.7**	**2.8**	**1.8**	**0.0**

Water & Sewer

Department: Planning and Growth Management
Division \ Program: Infrastructure and Management — Fund: Enterprise
Program Administrator: Andy Balchin, Chief of Infrastructure Management
https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$0	$0	$266,000	$266,000	$266,000	NEW
Fringe Benefits	0	0	100,300	100,300	100,300	NEW
Operating Costs	0	0	16,500	16,500	16,500	NEW
Operating Contingency	0	0	3,100	3,100	3,100	NEW
Total Expenditures	$0	$0	$385,900	$385,900	$385,900	NEW

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases. Also included is funding to support a new Assistant to the Chief position. This is a new division for FY2024.
- **Operating Cost** were moved from the Planning and Inspection Divisions to support the employees that have been reallocated to this division. Also included for FY2024 is funding to support the new position, and a new software license to assist with construction cost data and estimating.
- **Operating Contingency** is for potential revenue shortfalls and/or expenditure overruns.

Description:

The engineering review program 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.

Positions:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	FTE
Engineer Supervisor	0.0	0.0	0.0	0.0	1.3
Engineer I - III	0.0	0.0	0.0	0.0	1.8
Assistant to the Chief	0.0	0.0	0.0	0.0	0.3
Permits Specialist	0.0	0.0	0.0	0.0	0.5
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**3.8**

Water & Sewer

Department: Planning and Growth Management
Division \ Program: Planning — Fund: Enterprise
Program Administrator: Charles Rice, Planning Director
https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$244,725	$304,800	$210,600	$210,400	($94,400)	-31.0%
Fringe Benefits	88,331	96,100	57,400	57,600	(38,500)	-40.1%
Operating Costs	250,433	361,100	308,700	308,700	(52,400)	-14.5%
Operating Contingency	0	800	2,100	2,100	1,300	162.5%
Total Expenditures	$583,489	$762,800	$578,800	$578,800	($184,000)	-24.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** is the approved FY2023 and FY2024 salary increases which is being offset by the reallocation of various positions to the new Infrastructure Management division.
- The **Operating Costs** budget decreased due to some operating budgets being moved under the new Infrastructure Management to support the positions that were reallocated there, as well as other adjustments based on anticipated spending. Funding is included to support the remaining cost for the ground water study that will not be completed in FY2023.
- **Operating Contingency** includes funding to support potential revenue shortfalls and/or expenditure overruns.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Planning Director	0.3	0.3	0.3	0.3	0.3
Assistant Chief of Planning	0.2	0.1	0.1	0.1	0.1
Engineering Supervisor	1.0	1.0	1.0	1.0	0.0
Engineer II	0.8	1.0	1.0	1.0	0.0
GIS Analyst	0.4	0.3	0.3	0.3	0.3
Planner I - III	0.4	0.4	0.4	0.4	0.4
Assistant to the Chief	0.0	0.0	0.0	0.3	0.6
Administrative Associate	0.0	0.3	0.3	0.0	0.0
PGM Support Specialist	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**	**3.7**	**3.7**	**4.0**	**2.3**
Allocated to the Capital Project Fund	(1.0)	(1.0)	0.0	0.0	0.0
Net Cost to the Water & Sewer Fund	**2.3**	**2.7**	**3.7**	**4.0**	**2.3**

Water & Sewer

Department: Fiscal & Administrative Services
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	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$472,284	$551,700	$611,800	$611,200	$60,100	10.9%
Fringe Benefits	131,566	139,500	166,300	166,900	26,800	19.2%
Operating Costs	622,126	686,500	686,700	686,700	200	0.0%
Operating Contingency	0	4,400	6,000	6,000	1,600	36.4%
Debt Service	7,434	7,900	7,900	7,900	0	0.0%
Total Expenditures	$1,233,411	$1,390,000	$1,478,700	$1,478,700	$88,700	6.4%
Total Revenues	$850,749	$1,390,000	$1,478,700	$1,478,700	$88,700	6.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases. Also included is funding to support the cost to convert a part-time Utility Billing Specialist to full time which will help keep up with the growth in the County's customer base for water/sewer billing.
- The **Operating Costs** budget increase is to support the increased cost of language services, postage, and equipment repairs and maintenance based on actual spending.
- **Operating Contingency** is to cover potential revenue shortfalls 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	7.0	7.0	7.0	7.0	8.0
Part Time	0.0	0.0	0.7	0.7	0.0
Total Full Time Equivalent	**9.3**	**9.3**	**9.9**	**9.9**	**10.3**

Water & Sewer

Departments: Public Works - Utilities
Division \ Program: Meters — Fund: Enterprise
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change FY2023	% Chg.
Personal Services	$368,064	$422,900	$395,700	$395,700	($27,200)	-6.4%
Fringe Benefits	138,040	146,600	126,300	126,300	(20,300)	-13.8%
Operating Costs	89,871	143,300	143,600	143,600	300	0.2%
Operating Contingency	0	0	3,700	3,700	3,700	NEW
Debt Service	258,498	11,900	11,200	11,200	(700)	-5.9%
Total Expenditures	$854,472	$724,700	$680,500	$680,500	($44,200)	-6.1%
Total Revenues	$1,127,738	$724,700	$680,500	$680,500	($44,200)	-6.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases which is being offset by turnover.
- The **Operating Costs** budget increased for estimated cost in uniforms.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.
- Included in **Debt Service** are 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.

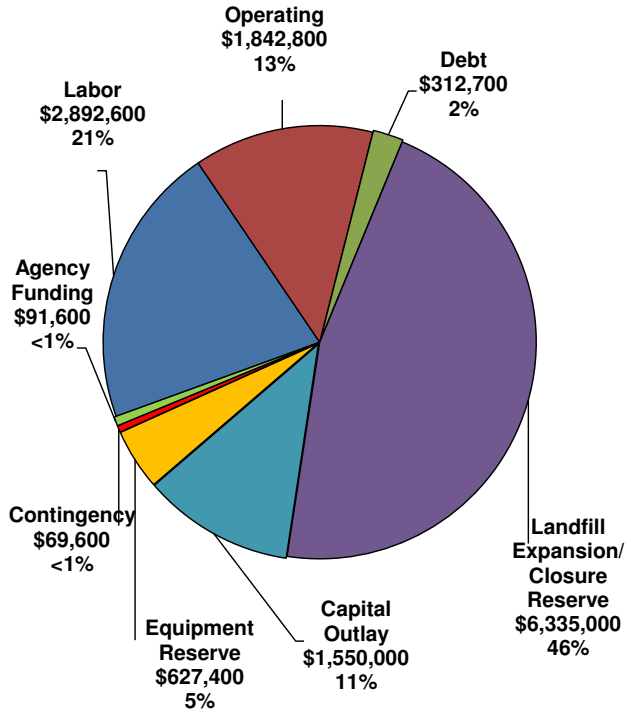
Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Deputy Director of DPW UT	0.1	0.1	0.1	0.1	0.1
Meter Superintendent	1.0	1.0	1.0	1.0	1.0
Meter Technicians	6.0	6.0	6.0	6.0	6.0
Total Full Time Equivalent	**7.1**	**7.1**	**7.1**	**7.1**	**7.1**

Solid Waste Fund

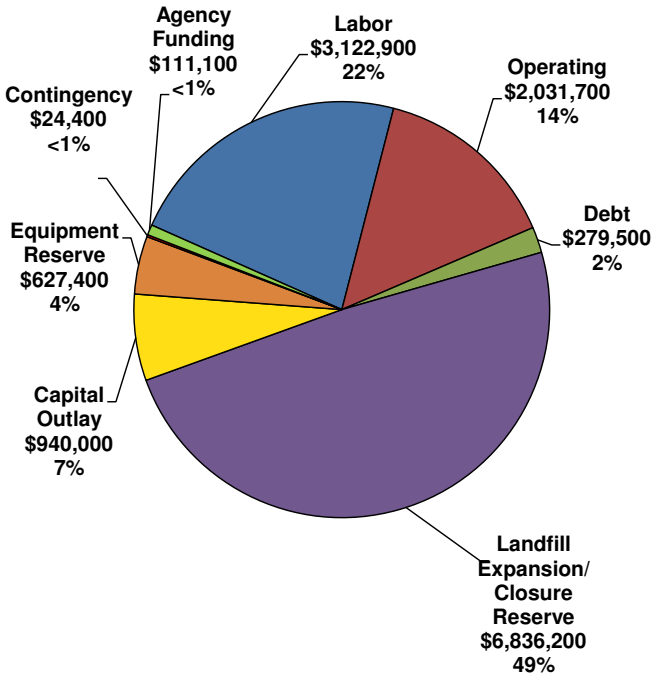
Martin Harris, Director of Public Works
Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646

Charles County 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

FY 23 Expenses
Total: $13,721,700



FY24 Expenses
Total: $13,973,200



Solid Waste Fees:

Tipping Fee	$91 per ton/$15 min fee
Tag-A-Bag	$2.25 per tag
Car/Van/SUV	$5 per load
Car/Van/SUV mixed loads	$10 per load
Pick Up Truck without trailer	$15 per load
Pick Up Truck without trailer mixed loads	$20 per load
Vehicles with trailer Weigh In	$91 per ton / $15 min fee
Vehicles with trailer Weigh In - Mixed Loads	$115 per ton / $15 min fee
Contaminated Soil for Commercial Generators	$115 per ton / $15 min fee
Open Top Roll-Off Container	$115 per ton / $15 min fee

Objectives & Measurements

Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
Objective: To monitor revenues to ensure compliance with the landfill's long-term financial assurance model.					
Billable Landfill tons received	108,317	88,033	98,650	100,000	100,000
Fee per ton	$75	$78	$81	$85	$91
Billable Roll Off tons received	N/A	28,767	34,738	35,000	35,000
Roll Off Fee per ton	N/A	$88	$88	$101	$115
• 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	111,368	121,411	138,943	132,000	136,200
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource Management					
Number of Patrons	86,244	94,969	93,991	90,000	91,000

Solid Waste

Department: Public Works - Facilities
Division \ Program: Landfill Fund: Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources
https://www.charlescountymd.gov/services/environmental-resources/landfill

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,949,269	$2,225,800	$2,376,900	$2,376,900	$151,100	6.8%
Fringe Benefits	596,436	666,800	746,000	746,000	79,200	11.9%
Operating Costs	1,581,716	1,842,800	2,031,700	2,031,700	188,900	10.3%
Debt Service	331,776	312,700	279,500	279,500	(33,200)	-10.6%
Agency Funding	64,000	91,600	111,100	111,100	19,500	21.3%
Operating Contingency	0	69,600	24,400	24,400	(45,200)	-64.9%
Landfill Expansion/Closure	4,786,400	6,335,000	6,836,200	6,836,200	501,200	7.9%
Capital Outlay	79,089	1,550,000	940,000	940,000	(610,000)	-39.4%
Equipment/Tech Reserve	570,400	627,400	627,400	627,400	0	0.0%
Total Expenditures	$9,959,086	$13,721,700	$13,973,200	$13,973,200	$251,500	1.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- The **Operating Costs** increase is to support the heightened cost of vehicle fuel, the final evaluation and cover of cells #1 to #3, and other adjustments based on anticipated spending.
- **Debt Service** includes debt payments related to the Landfill's Capital Improvement Program, and funding to bank finance various vehicles and equipment.
- **Agency Funding** supports the Landfill's contribution towards Other Post Employment Benefits (OPEB).
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns**.**
- The **Landfill Expansion/Closure** budget funds the future development of the remaining space at the Landfill. The increase is due to increase closure/post closure costs, as well as, rising constructions costs for future expansion.
- The **Capital Outlay** budget is to replace a compact track loader and a crawler track dozer. Also included is funding to purchase a new sweeper truck, truck lift, and utility vehicle.
- The **Equipment Reserve** budget is to replace future equipment at the landfill.

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
Division \ Program: Landfill Fund: Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources
https://www.charlescountymd.gov/services/environmental-resources/landfill

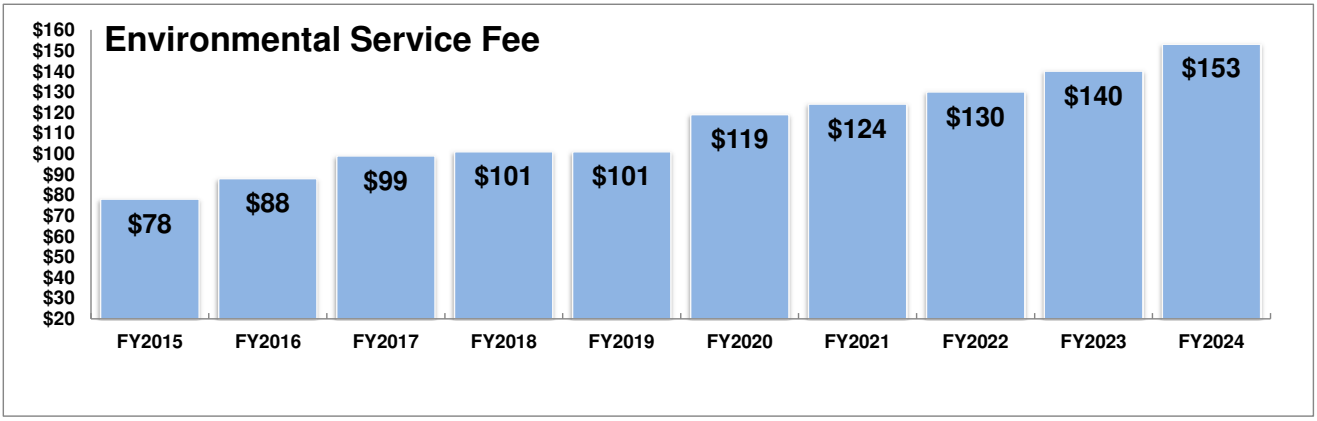
Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Director of Public Works	0.1	0.1	0.1	0.1	0.1
Assistant to the Director of DPW	0.0	0.0	0.0	0.0	0.1
Deputy Director of Public Works - Facilities	0.2	0.2	0.2	0.2	0.2
Chief of Environmental Resources	0.8	0.8	0.8	0.8	0.8
DPW Management Support Coordinator	0.0	0.0	0.0	0.0	0.1
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	8.5	8.5	8.5
Recycling Equipment Operator II - IV	0.0	0.0	1.0	1.0	1.0
Weigh Clerk	4.0	5.0	5.0	5.0	5.0
Environmental Resources Inventory Equipment Manager	0.0	0.0	1.0	1.0	1.0
Office Associate II	0.0	1.0	1.0	1.0	1.0
Landfill Technician Team Leader	1.0	1.0	0.0	0.0	0.0
Recycling Site Attendant Team Leader	0.0	0.0	0.0	0.0	0.0
Landfill Technician	7.0	8.0	5.0	5.0	5.0
Recycling Site Attendant	0.0	0.0	3.5	3.5	3.5
Part Time Positions	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	**33.9**	**36.9**	**39.9**	**39.9**	**40.1**

Environmental Service Fund

Martin Harris, 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

Recycling & Litter Control
7:30 a.m. - 4:00 p.m. Monday - Friday
301-932-3599 301-870-2778
Landfill & Pisgah: 7:30 a.m.-5:00 p.m. M-Sat.
Breeze Farm 9:00 a.m.-5:00 p.m. M, W, Sat.
Gilbert Run: 9:00 a.m.-5:00 p.m. M, W, Sat.

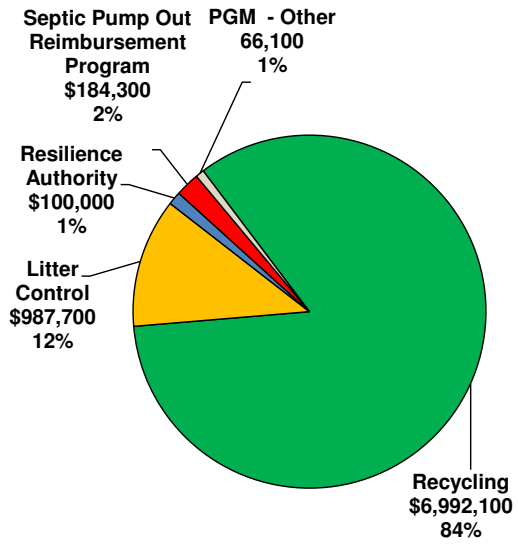
Various Environmental Programs
Jason Groth, Acting Director of Planning & Growth Mgmt.
Address: 200 Baltimore Street, La Plata, MD 20646
301-645-0627 301-870-3935
8:00 a.m.-4:30 p.m. M-F
https://www.charlescountymd.gov/government/planning-and-growth-management



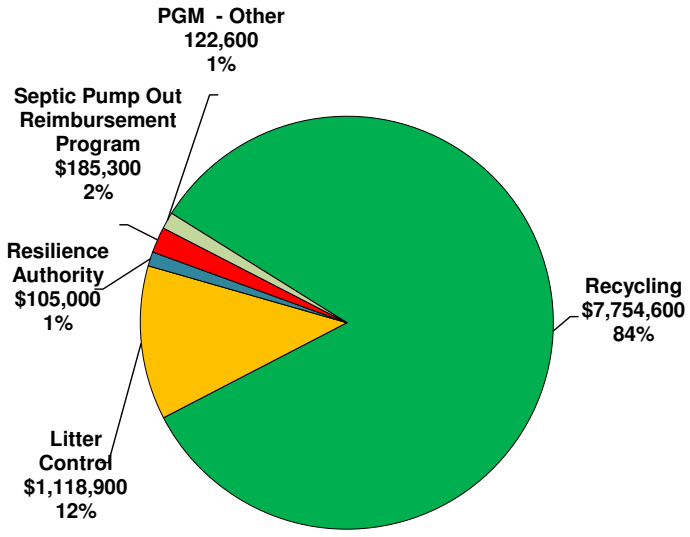
NOTE: The Environmental Service Fee (ESF) is charged annually to each improved property within the County. Improved property is land with one or more structures on it. The current revenue is used to support Recycling and Litter Control programs and to fund dwelling unit septic improvements.

Through the years, the County has raised the ESF fee to expand coverage as needed and to cover other expenditure increases. The FY2024 fee increase covers the increased house count and cost per home for Curbside Collection and Curbside Yard Waste, two (2) new recycling attendant postions and increased cost of vehicle fuel. 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 FY2024 ESF fee of $27, which increased from the FY2023 rate of $21.

FY2023
Total: $8,330,200



FY2024
Total: $9,286,400



Objectives and Measurements

Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
Objective: Divert recyclables from the waste stream and exceed the State's mandated recycling rate of 35%.					
Recycling tons	21,046	24,075	23,167	21,686	23,000
Recycling rate (State Mandate = 35%)	CY 44.68%	CY 41.89%	CY 39.04%	CY 39.04%	CY 39.04%
• 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	198	140	159	138	130
% 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	10,980	12,674	11,137	11,244	12,000
# of homes	47,636	48,139	49,541	50,171	51,000
% of homes in program	86.6%	86.0%	86.9%	87.2%	87.9%
tons per home	0.2305	0.2633	0.2393	0.2100	0.2300
# of complaints	1,587	1,030	1,036	1,054	1,100
# of carts distributed	1,441	1,559	1,644	1,766	1,800
• 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	15,082	15,682	17,471	17,474	18,500
Gilbert Run	10,751	10,821	10,490	9,278	10,600
Landfill	39,409	37,835	41,948	43,024	45,000
Pisgah	29,739	33,675	35,525	34,556	36,500
Total Patrons	94,981	98,013	105,434	104,332	110,600
• 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	7,430	8,419	9,660	8,100	10,000
Number of Patrons	17,895	23,821	21,955	22,000	23,000
Household hazardous waste (tons)	29	29	30	32	33
Mulch given away (tons)	1,478	2,670	2,832	3,100	3,300
Used Oil Collected (gallons)	32,495	23,972	24,312	25,000	26,000
• 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	918	1,238	2,254	2,530	2,530
# of septic riser installations reimbursed	142	215	450	483	483
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource Management					

Environmental Services

Department: Public Works - Facilities
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 Adopted	$ Change from FY2023	% Chg.
Personal Services	$1,255,193	$1,517,000	$1,761,100	$1,735,100	$218,100	14.4%
Fringe Benefits	309,722	431,000	571,200	564,000	133,000	30.9%
Operating Costs	4,531,860	5,172,600	5,586,600	5,603,400	430,800	8.3%
Debt Service	123,960	95,200	87,500	87,500	(7,700)	-8.1%
Operating Contingency	0	41,000	15,100	15,100	(25,900)	-63.2%
Capital Outlay	360,948	560,000	677,500	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 Expenditures	$6,761,656	$7,979,800	$8,889,900	$8,873,500	$893,700	11.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases as well as the full year impact of the FY2023 approved Litter Control Manager and six Litter Control Technician positions. Approved in FY2024 were two new Recycling Site Attendant positions to support improved customer service, site maintenance, and safety protocols.
- **Operating Costs** increase incudes 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.
- 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.

Description:

The Recycling Division provides comprehensive recycling services to the residents of Charles County and has achieved a 34.77% recycling rate and a 5% source reduction credit equaling a total waste diversion rate of 39.77%. By the end of FY2024, approximately 51,171 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.

Environmental Services

Department: Public Works - Facilities
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:	**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
Assistant to the Director of Public Works	0.0	0.0	0.0	0.0	0.1
Management Support Coordinator	0.0	0.0	0.0	0.0	0.1
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
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**	**35.5**

Environmental Services

Department: Planning and Growth Management
Division \ Program: Various Environmental Programs — Fund: Enterprise
Program Administrator: Jason Groth, Acting 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 Adopted	$ Change from FY2023	% Chg.
Personal Services	$57,931	$70,900	$99,500	$99,400	$28,500	40.2%
Fringe Benefits	17,545	25,100	37,400	37,500	12,400	49.4%
Operating Costs	118,219	151,900	153,700	170,100	18,200	12.0%
Operating Contingency	0	2,500	900	900	(1,600)	-64.0%
Total Expenditures	$193,695	$250,400	$291,500	$307,900	$57,500	23.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases as well as a new Planner I position which is partially allocated to the Watershed Protection and Restoration Fund. This position will assist the Climate Resiliency and Sustainability Officer in developing and administering a climate action plan.
- The **Operating Costs** increase is to support the new Planner I position and one time support of website design contractor.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.

Positions:

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Climate Resilience and Sustainability Officer	0.0	0.0	0.5	0.5	0.5
Planner I - II	0.0	0.0	0.3	0.3	0.8
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
Division \ Program: Resilience Authority — Fund: Enterprise
Program Administrator: Stacy Schaefer, Executive Director

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ 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:

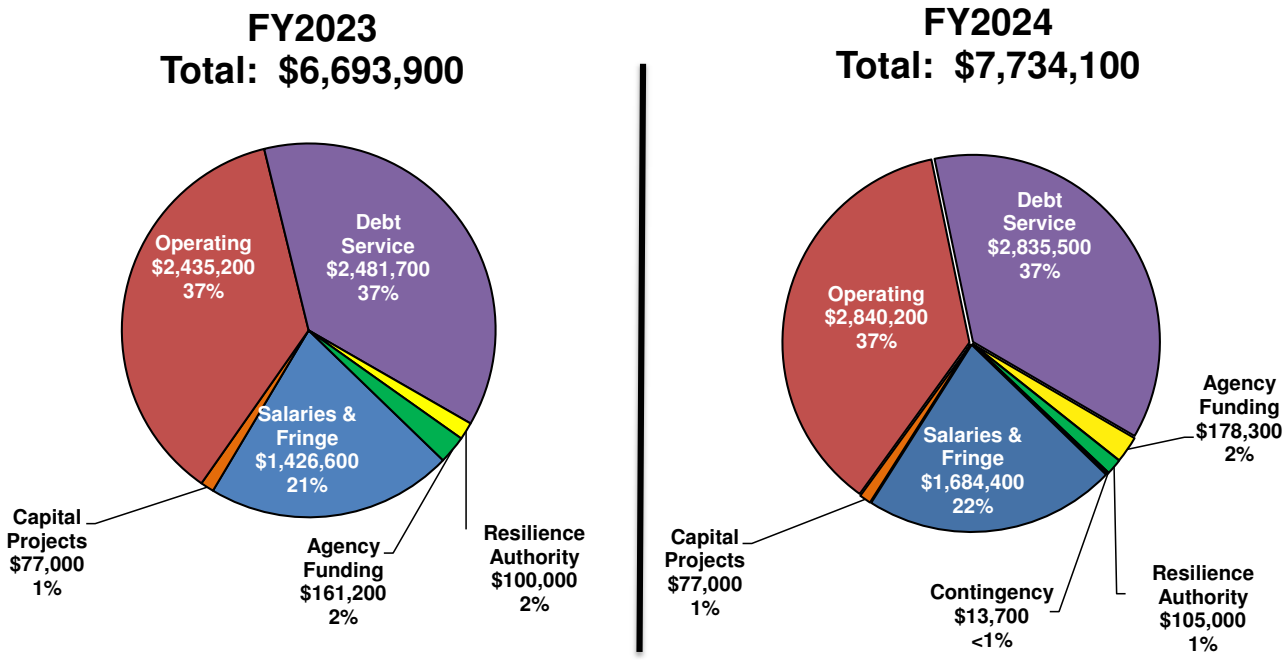
- The **Transfers Out** includes the funds to support the new Resilience Authority that will be used to support capital projects that can not be debt financed.

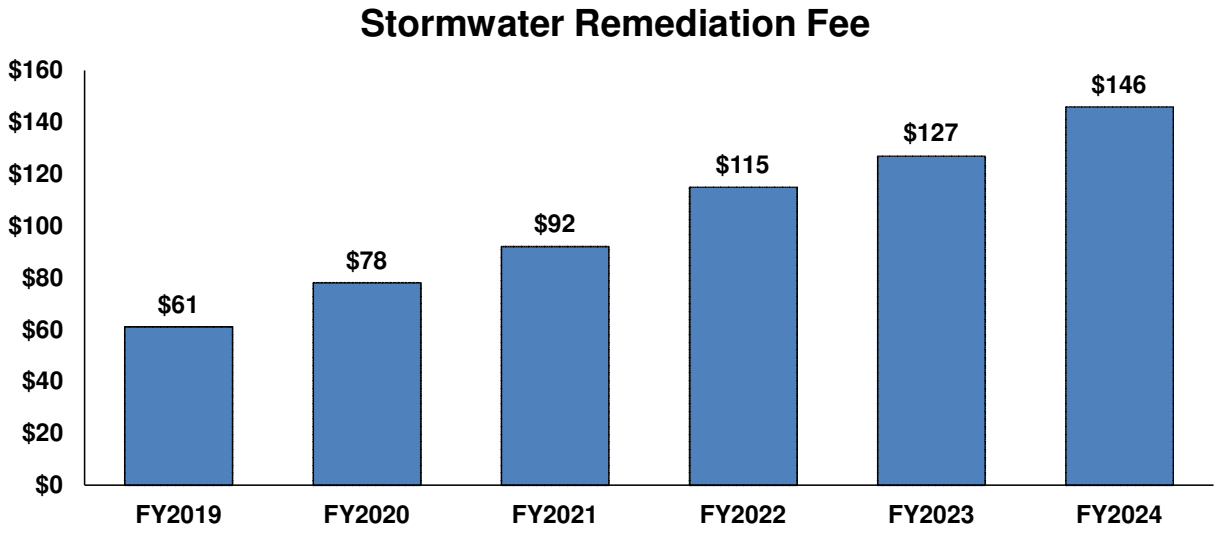
Watershed Protection and Restoration Fund

Jason Groth, Acting 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 $146 per improved property in FY2024. 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:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Planning Objective: to maintain compliance with the County's Municipal National Pollutant Discharge Elimination System (NPDES) stormwater permits, 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	101 outfalls 427 surveys	100 outfalls 313 surveys	105 outfalls 485 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	2	2	1	1	1
d) Small Watershed Water Quality Monitoring (Chemical, Biological, Geomorphic, Best Management Practice Assess) - # of samples/surveys	18	18	24	24	24
e) Large Watershed Water Quality Monitoring (Chemicals) - # of samples	25	24	19	20	20
f) Public Outreach and Education Program - # of events	4	9	9	10	11
g) Public Service Announcements - # TV, Radio, Social Media Spots	9,716	9,969 spots; 516 YouTube views 22,700 social media hits	14,400 TV spots/238 radio spots/278,323 digital views/236 YouTube views/28,754 webpage views	5,780 TV spots/100 radio spots/250 YouTube views/22,000 webpage views	15,000 TV spots/300 radio spots/280 YouTube views/32,000 Webpage views
h) WPRP Appeal, Credit, and Hardship Processing					
Property owners receiving a 50% Credit.	107	96	98	95	95
Property owners receiving a 100% Exemption.	2	2	4	4	4
i) Grants - # awarded	3	2	2	4	3

• 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 permits, Source Identification task.					
NPDES Stormwater Best Management Practices (BMPs) GIS Infrastructure Mapping	69 Macro BMPs 445 Micro BMPs	179 Macro BMPs 292 Micro BMPs	583 Macro/ 302 Micro BMPs	20 Macro/ 500 Micro BMPs	20 Macro/ 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 maintenance inspections (Macro BMPs)	1,064	4,423	1,604	3,300	5,200

• 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	4,914	4,990	5,084	5,125	5,125
Number of storm water basins/inlets cleaned	69	46	59	80	80
Number of storm water basins/inlets repaired	53	27	53	50	50
Tons of trash/debris removed from basins/inlets	155.4	319.2	60.7	190.0	175.0
Number of storm water management ponds cleaned/repaired	360	341	393	355	350
Tons of trash/debris removed by street sweeping	174.0	142.0	157.0	190.0	175.0

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Environmental Management

Watershed Protection and Restoration Fund

Department: Planning and Growth Management
Division \ Program: Planning — Fund: Enterprise
Program Administrator: Charles Rice, Planning Director

https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$449,939	$600,100	$500,200	$500,200	($99,900)	-16.6%
Fringe Benefits	116,785	135,000	121,100	121,100	(13,900)	-10.3%
Operating Costs	624,848	855,200	887,300	887,300	32,100	3.8%
Agency Funding	89,600	161,200	178,300	178,300	17,100	10.6%
Operating Contingency	0	7,100	5,000	5,000	(2,100)	-29.6%
Debt Service	1,972,586	2,481,700	2,835,500	2,835,500	353,800	14.3%
Transfers Out	50,000	0	0	0	0	N/A
Capital Projects	249,000	77,000	77,000	77,000	0	0.0%
Total Expenditures	$3,552,758	$4,317,300	$4,604,400	$4,604,400	$287,100	6.6%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** increase includes approved FY2023 and FY2024 salary increases and the impact of reallocating various positions to the new Infrastructure Management division. Also included is funding to support a new Planner I position which is partially funded by the Environmental Services Fund. This position will assist the Climate Resiliency and Sustainablility Officer in developing and adminstering a climate action plan.
- The **Operating Costs** budget increase includes funding to support the new position, one time cost for a website design contractor, and the annual cost associated with the County's new financial system.
- **Agency Funding** represents funding to support the Mosquito Control Program, the County's Other Post Employment Benefits (OPEB) plan, and Wicomico River Oyster Cooperative, LLC to plant 14 million spat on shell oysters in the Wicomico River.
- **Debt Service** represents principal and interest payments on stormwater management bonds.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.
- The FY2024 **Capital Projects** budget represents funding to support cost related to the NPDES Retrofit Project that are not bond eligible.

Description:

The Charles County storm sewer system is operated per its NPDES Municipal Separate Storm Sewer System permit issued by the State of Maryland. The permit requires the County to develop and implement several programs to monitor and plan for improved water quality. Highlights include:

- Chemical, biological, and physical water quality monitoring programs,
- Watershed assessments, and restoration plans and programs,
- Illicit discharge detection and elimination inspections and programs,
- Continuous updates to the County's stormwater geographic information system (GIS),
- Educational programs, media outreach, non-profit restoration, and outreach grants.
- Planning and management of the urban drainage system.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	0.2	0.2
Assistant to the Director	0.1	0.1	0.1	0.1	0.1
Planning Supervisor	0.3	0.3	0.3	0.0	0.0
Climate Resilience and Sustainability Off.	0.0	0.0	0.5	0.5	0.5
Engineer III	0.0	0.0	1.0	1.0	0.0
Engineer II	1.0	1.0	1.0	1.0	0.0
GIS Analyst	0.1	0.3	0.3	0.3	0.3
Planner I-III	2.0	2.0	1.8	1.8	2.3
Assistant to the Chief of Planning	0.1	0.0	0.0	0.0	0.3
PGM Support Specialist	0.0	0.0	0.0	0.3	0.3
Administrative Associate	0.0	0.3	0.3	0.3	0.0
Total Full Time Equivalent	**4.0**	**4.5**	**5.7**	**5.8**	**4.3**

Watershed Protection and Restoration Fund

Department: Planning and Growth Management
Division \ Program: Codes, Permits & Inspection Services/Inspections & Enforcement Fund: Enterprise
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$377,316	$402,100	$264,800	$264,400	($137,300)	-34.1%
Fringe Benefits	105,355	101,300	76,400	76,800	(24,900)	-24.6%
Operating Costs	57,382	67,100	66,200	66,200	(900)	-1.3%
Operating Contingency	0	3,100	3,200	3,200	100	3.2%
Total Expenditures	$540,053	$573,600	$410,600	$410,600	($163,000)	-28.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** decrease is due to the reallocation of various positions to the new Infrastructure Management division which is offsetting the approved FY2023 and FY2024 salary increases.
- **Operating Costs** decrease is based on anticipated needs.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.

Description:

The Codes, Permits, and Inspection Services Division is responsible for the triennial inspections of existing stormwater management facilities owned by private property owners, homeowner associations, and the Charles County Government for compliance with performance specifications, legal agreements, and Maryland law. Inspection staff interact with facility owners to ensure required repairs are implemented in a timely manner and that the facilities are functioning properly. Inspection staff also investigate illicit discharge complaints/activities and ensure proper remedial action is taken. Both the proper operation of stormwater management facilities and elimination of illicit discharges are requirements of the Counties NPDES Municipal Separate Storm Sewer System permit.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of CPIS	0.1	0.1	0.1	0.1	0.1
Engineer Supervisor	0.1	0.1	0.1	0.3	0.0
Engineer I - III	1.8	1.8	1.8	1.7	0.0
Inspection Supervisor	0.0	1.0	1.0	1.0	1.0
Inspector	2.0	2.0	2.0	2.0	2.0
Permit Technician	0.3	0.0	0.0	0.0	0.0
Administrative Associate	0.0	0.1	0.1	0.1	0.1
PGM Support Specialist	1.0	0.0	0.0	1.0	1.0
Total Full Time Equivalent	**5.2**	**5.0**	**5.0**	**6.1**	**4.1**

Watershed Protection and Restoration Fund

Department: Planning and Growth Management
Division \ Program: Resource & Infrastructure Management — Fund: Enterprise
Program Administrator: Andrew Balchin, Chief of Infrastructure Management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$0	$0	$303,800	$303,800	$303,800	NEW
Fringe Benefits	0	0	89,700	89,700	89,700	NEW
Operating Costs	0	0	9,100	9,100	9,100	NEW
Operating Contingency	0	0	3,200	3,200	3,200	NEW
Total Baseline	$0	$0	$405,800	$405,800	$405,800	NEW

Changes and Useful Information:

- The creation of the Infrastructure Management division within PGM will combine the development services and capital project engineers and is supervised by the Chief of Infrastructure Management.
- **Personal Services** and **Fringe Benefits** includes approved FY2023 and FY2024 salary increases. Also included is funding to support a new Assistant to the Chief position to handle all day-to-day administrative duties, budget preparation and oversight, and scheduling of meetings. This position will be split between various enterprise funds.
- **Operating Costs** is to support current staff, the new position, and includes funding for new software which will allow the division to design solutions for stormwater management, stormdrain, and erosion projects complied by the Resilience Authority.
- **Operating Contingency** is to support potential revenue shortfalls and/or expenditure overruns.

Description:

The engineering review program 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.

Positions:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	FTE
Assistant to the Chief	0.0	0.0	0.0	0.0	0.3
Engineer Supervisor	0.0	0.0	0.0	0.0	0.3
Engineer I - III	0.0	0.0	0.0	0.0	3.5
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**4.0**

Watershed Protection and Restoration Fund

Department: Public Works
Division \ Program: Facilities - Administration — Fund: Enterprise
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$0	$0	$27,800	$27,800	$27,800	NEW
Fringe Benefits	0	0	7,200	7,200	7,200	NEW
Operating Costs	0	0	800	800	800	NEW
Operating Contingency	0	0	600	600	600	NEW
Total Baseline	$0	$0	$36,400	$36,400	$36,400	NEW

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** budgets includes FY2023 and FY2024 approved salary increases and the reallocation of some administrative positions based on job duties. A new DPW Management Support Specialist to administer and oversee recruitment, training and disciplinary processes, as well as a new Assistant to the Director of DPW were approved for FY2024. The Assistant to the Director position will proved administrative and operational support to the director. These positions are split between the various enterprise funds as well as the general fund.
- **Operating Contingency** is to support potential revenue shortfalls and/or expenditure overruns.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Director of Public Works	0.0	0.0	0.0	0.0	0.1
Deputy Director of Public Works/Facilities	0.0	0.0	0.0	0.0	0.1
DPW Management Support Coordinator	0.0	0.0	0.0	0.0	0.1
Assistant to the Director	0.0	0.0	0.0	0.0	0.1
Management Support Specialist	0.0	0.0	0.0	0.0	0.1
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**0.3**

Department: Public Works
Division \ Program: Facilities - Environmental Services — Fund: Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$80,173	$72,500	$72,400	$72,400	($100)	-0.1%
Fringe Benefits	16,561	15,300	22,500	22,500	7,200	47.1%
Operating Costs	155,733	228,000	356,900	356,900	128,900	56.5%
Operating Contingency	0	1,000	0	0	(1,000)	-100.0%
Total Expenditures	$252,467	$316,800	$451,800	$451,800	$135,000	42.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** budgets includes the FY2023 and FY2024 approved salary increases which is being offset by turnover.
- **Operating Costs** increase is to support Marsh Maintenance Monitoring costs in order to remain compliant with established permits, and other adjustments based on anticipated spending.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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**

Watershed Protection and Restoration Fund

Department: Public Works
Division \ Program: Road Maintenance — Fund: Enterprise
Program Administrator: Steve Staples, Chief of Roads

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$34,164	$78,100	$153,500	$153,500	$75,400	96.5%
Fringe Benefits	9,376	22,200	45,000	45,000	22,800	102.7%
Operating Costs	1,051,272	1,204,900	1,439,900	1,439,900	235,000	19.5%
Operating Contingency	0	1,000	1,700	1,700	700	70.0%
Total Expenditures	$1,094,811	$1,306,200	$1,640,100	$1,640,100	$333,900	25.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes FY2023 and FY2024 approved salary increases, and an increase in overtime based on current activity. Also included is the reallocation of several positions.
- **Operating Costs** increase is to support additional inspectors to monitor watershed functions, repairs and maintenance of aging stormwater facilities, repair underground stormwater devices to reduce issues with possible sinkholes, clean stormwater facilities, and additional funding to support street sweeping up to four times a year.
- **Debt Service** is to cover the bank financed capital purchases to include: Mini Excavator, Grapple Rake Attachment, and Grapple Debris Truck.
- **Operating Contingency** is for potential revenue shortfalls and/or expenditure overruns.

Description:

Contract services needed to initiate a program that will monitor and control storm water quality as part of the NPDES.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Roads	0.0	0.0	0.0	0.0	0.1
Bridge Project Manager	0.2	0.2	0.2	0.3	0.4
Roads Project Manager	0.0	0.0	0.0	0.3	0.4
Roads Construction Inspector	0.0	0.0	0.0	0.3	0.4
Total Full Time Equivalent	**0.2**	**0.2**	**0.2**	**0.8**	**1.3**

Watershed Protection and Restoration Fund

Department: Recreation, Parks & Tourism
Division \ Program: Parks & Grounds — Fund: Enterprise
Program Administrator: Tim Drummond, Chief of Parks & Grounds

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Costs	$27,344	$30,000	$30,000	$30,000	$0	0.0%
Total Expenditures	$27,344	$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
Division \ Program: County Attorney — Fund: Enterprise
Program Administrator: Wes Adams, County Attorney

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Operating Costs	$15,000	$50,000	$50,000	$50,000	$0	0.0%
Total Expenditures	$15,000	$50,000	$50,000	$50,000	$0	0.0%

Changes and Useful Information:

- The **Operating Costs** represent the estimated FY2024 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: Resilience Authority
Division \ Program: Resilience Authority — Fund: Enterprise
Program Administrator: Stacy Schaefer, Executive Director

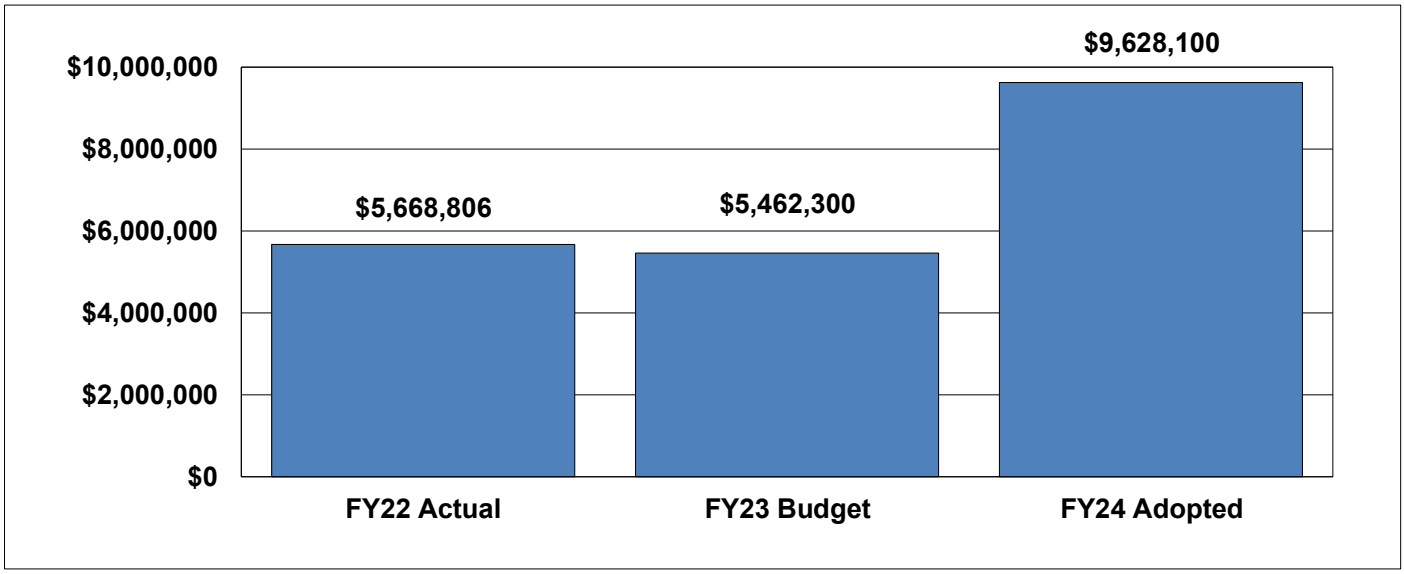
Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Transfers Out	$50,000	$100,000	$105,000	$105,000	$5,000	5.0%
Total Expenditures	$50,000	$100,000	$105,000	$105,000	$5,000	5.0%

Changes and Useful Information:

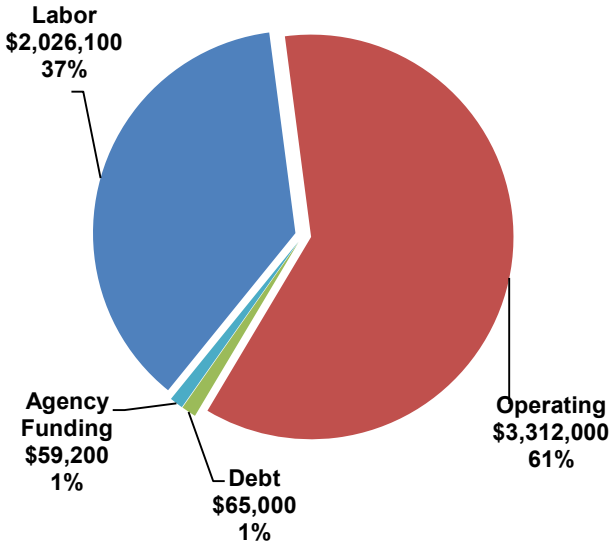
- The **Transfers Out** includes the funds to support the new Resilience Authority that will be used to support capital projects that can not be debt financed.

Inspection and Review Fund

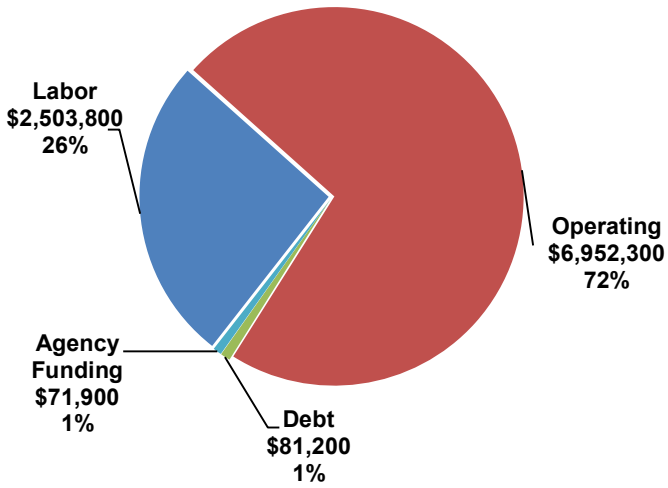
Jason Groth, Acting Director of Planning & Growth Management 301-645-0627 301-870-3935
Address: 200 Baltimore St., La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
https://www.charlescountymd.gov/government/planning-and-growth-management



FY23
Total: $5,462,300



FY24
Total: $9,628,100



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:	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Objective: Investigate, analyze, and streamline building permit services provided by PGM.					
Total number of building electrical, plumbing, water, sewer, and mechanical inspections performed by the contracted building and trades inspections agency	26,864	26,344	29,798	30,000	32,000

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

Objective: Analyze the Building Code Enforcement Program to protect public health, safety, and general welfare as they relate to construction and occupancy of buildings and structures.

Number of Field Visits Performed by Building Code Enforcement	1,301	1,627	1,558	1,600	1,700
Number of New Building Code Violation Cases Created	470	378	431	550	700
Number of Building Code Violation Cases Closed or Resolved	313	236	312	325	450

All data was based off the actual inspection date, the date the case was created and the date the case was closed in the system.

Objective: Investigate, analyze, and streamline development services permits provided by PGM.					
Development Services Applications	141	172	288	450	500
Number of Development Services Permits Issued	97	170	213	235	260
Number of Permit Revisions Issued	13	11	220	200	200

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

Inspections & Review

Department: Planning and Growth Management
Division\Program: Administration **Fund:** Enterprise
Program Administrator: Jason Groth, Acting Director of Planning Growth Management
http://www.charlescountymd.gov/pgm

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$374,288	$180,700	$174,900	$174,900	($5,800)	-3.2%
Fringe Benefits	88,515	46,400	51,400	51,400	5,000	10.8%
Operating Costs	92,999	113,700	152,800	152,800	39,100	34.4%
Agency Funding	41,100	59,200	71,900	71,900	12,700	21.5%
Operating Contingency	0	1,600	1,700	1,700	100	6.3%
Total Expenditures	$596,902	$401,600	$452,700	$452,700	$51,100	12.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases and was adjusted for turnover.
- The **Operating Costs** increase includes funding to support a website design contractor which is partially funded by the general fund and other enterprise funds, and the annual cost associated with the County's new financial system.
- **Agency Funding** represents funding to support the County's Other Post Employment Benefits (OPEB) plan.
- **Operating Contingency** is to cover potential revenues shortfall 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	FY19 FTE	FY20 FTE	FY21 FTE	FY23 FTE	FY24 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	0.2	0.2
Chief of Administrative Operations	0.2	0.2	0.4	0.0	0.0
PGM Special Projects Manager	0.0	0.1	0.1	0.0	0.0
Assistant to the Director	0.1	0.1	0.1	0.2	0.2
Permit Office Supervisor	0.0	0.0	0.5	0.0	0.0
Right of Way & Bonding Specialist	0.0	0.0	0.5	0.5	0.5
Fiscal Support Specialist	0.0	0.0	0.8	0.8	0.8
Permit Technician	0.0	0.0	0.3	0.0	0.0
Permit Specialist	0.0	0.0	1.0	0.0	0.0
Office Associate II	0.0	0.0	0.3	0.0	0.0
Part Time Help	0.7	0.4	0.4	0.4	0.4
Total Full Time Equivalent	**1.4**	**1.2**	**4.6**	**2.1**	**2.1**

Inspections & Review

Department:	Planning and Growth Management		
Division\Program:	Infrastructure Management	Fund:	Enterprise
Program Administrator:	Andy Balchin, Chief of Infrastructure Management		
	http://www.charlescountymd.gov/pgm		

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$0	$0	$372,900	$372,700	$372,700	NEW
Fringe Benefits	0	0	95,200	95,400	95,400	NEW
Operating Costs	0	0	369,400	369,400	369,400	NEW
Operating Contingency	0	0	3,700	3,700	3,700	NEW
Total Expenditures	$0	$0	$841,200	$841,200	$841,200	NEW

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increase. The positions in this division were reallocated from other divisions. Also included, is funding to support an Assistant to the Chief of Infrastructure Management position to help manage the day-to-day responsibilities and assist the Chief in the overall fiscal management of the division. This new position is partially funded by other enterprise funds.
- The **Operating Costs** increase is to support increased contract services, funds to support the new FY2024 position, and other increases to support positions that were reallocated to this division.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.

Description

The engineering review program 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.

Positions: Title	FY19 FTE	FY20 FTE	FY21 FTE	FY23 FTE	FY24 FTE
Chief of Infrastructure Management	0.0	0.0	0.0	0.0	0.5
Assistant to the Chief of Infrastructure	0.0	0.0	0.0	0.0	0.5
Assistant to the Chief	0.0	0.0	0.0	0.0	0.5
Engineer Supervisor	0.0	0.0	0.0	0.0	0.3
Engineer I - III	0.0	0.0	0.0	0.0	2.5
Permit Specialist	0.0	0.0	0.0	0.0	0.5
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**4.7**

Inspections & Review

Department:	Planning and Growth Management		
Division\Program:	Codes, Permits & Inspection Services	Fund:	Enterprise
Program Administrator:	Ray Shumaker, Chief of Codes, Permits & Inspection Services		

https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% CGg.
Personal Services	$996,044	$1,237,700	$1,132,000	$1,131,100	($106,600)	-8.6%
Fringe Benefits	282,937	309,400	326,200	327,100	17,700	5.7%
Operating Costs	2,999,508	2,555,900	5,690,600	5,690,600	3,134,700	122.6%
Debt Service	54,704	65,000	81,200	81,200	16,200	24.9%
Operating Contingency	0	299,000	266,200	266,200	(32,800)	-11.0%
Total Expenditures	$4,333,193	$4,467,000	$7,496,200	$7,496,200	$3,029,200	67.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases. Also includes funding to support the following new positions:
  - Code Inspection & Enforcement Officer Supervisor: to supervise two new division staff, supervise the day-to-day inspections work, perform permit reviews, as well as review and approve extension and withdrawl requests, and assist the Building Code Official with higher-level tasks as needed.
  - Code Inspection & Enforcement Officer: to perform inspections for the permit compliance program.
  - Two (2) Inspection Technicians: to provide additional support to the Code Inspection & Enforcement team and serve as liaisons between the public and the inspectors. Responsible for maintaining the permit void program, schedule compliance inspections and process violations, and process permit withdrawal and
- The **Operating Costs** increase is to support the increased hourly rate for contractors based on contract, and increase in water & sewer contract services, and other adjustments based on anticipated spending. Also included is funding to support new positions.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.
- The **Debt Service** includes payments associated with bank financing certain vehicles and/or equipment to include vehicles in support the new positions.
- **Revenues** were adjusted based on current trends. Also included is an increase in revenues to support the increased contract under building inspections and water and sewer.

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.

Engineering is responsible for the development and implementation of County ordinances, codes, specifications, and details relating to stormwater management, stormwater conveyance facilities, water & sewer facilities, roads, and grading and sediment control. The section also provides for the plan review of residential, commercial, and capital improvement infrastructure projects. This section processes, reviews, and issues infrastructure projects. Additionally, engineering staff assist in reviewing both preliminary subdivision plans and site development plans, as well as record plats.

The inspection & enforcement section is comprised of three groups: infrastructure, building & trades, and stormwater management maintenance. Staff provide inspections relating to issued permits and plans, enforce County codes, and investigate complaints 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 for compliance with performance specifications, legal agreements, and Maryland/Federal law. Inspections staff also investigates complaints pertaining to existing stormwater management devices and illicit discharge.

Inspections & Review

Department: Planning and Growth Management
Division\Program: Codes, Permits & Inspection Services Fund: Enterprise
Program Administrator: Ray Shumaker, Chief of Codes, Permits & Inspection Services

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Chief of Codes, Permits, & Inspection Services	0.5	0.5	0.5	0.5	0.4
Chief of Infrastructure Management	0.0	0.0	0.0	0.5	0.0
Engineer Supervisor	0.3	0.3	0.3	0.3	0.0
Citizen Response Coordinator	0.2	0.2	0.2	0.0	0.0
Engineer I-III	3.1	3.1	3.1	2.7	0.2
Inspections Superintendent	0.7	0.7	0.7	0.7	0.7
Permits Processing Supervisor	0.5	0.5	0.0	0.0	0.0
Construction Inspection Supervisor	1.8	1.8	1.8	0.0	0.0
Building Code Official	0.8	0.8	0.8	0.9	0.9
Code Inspection & Enforcement Officer Supervisor	0.0	0.0	0.0	0.0	1.0
Code Inspection & Enforcement Officer	1.0	1.0	1.0	2.3	3.3
Inspection Supervisor	0.2	0.2	0.2	2.2	2.0
Assistant to the CPIS	0.5	0.5	0.0	0.0	0.0
Assistant Property Acquisition Manager	0.0	0.0	0.5	0.0	0.0
Inspectors I-II	5.1	5.1	4.2	6.9	6.5
Right of Way & Bonding Specialist	0.5	0.5	0.0	0.0	0.0
Project Administrative Specialist	0.5	0.5	0.0	0.0	0.0
Inspections Technician	0.0	0.0	0.0	0.0	2.0
Permit Technician	0.3	0.3	0.0	0.0	0.0
Permits Specialist	1.0	1.0	0.0	0.5	0.0
Administrative Associate	0.9	0.9	0.5	0.5	0.4
Office Associate I - III	0.6	0.6	0.0	0.0	0.0
Part Time	1.3	1.3	1.3	1.3	1.3
Total Full Time Equivalent	**19.8**	**19.8**	**15.1**	**19.3**	**18.7**

Inspections & Review

Department: Planning and Growth Management
Division\Program: Planning — Fund: Enterprise
Program Administrator: Charles Rice, Planning Director
https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$181,520	$0	$0	$0	$0	N\A
Fringe Benefits	42,610	0	0	0	0	N\A
Operating Costs	18,991	16,700	68,200	68,200	51,500	308.4%
Operating Contingency	0	0	19,800	19,800	19,800	N\A
Total Expenditures	$243,121	$16,700	$88,000	$88,000	$71,300	426.9%

Changes and Useful Information:

- **Operating Costs** funding supports contractual work related to antenna permit reviews.
- **Operating Contingency** is to cover potential revenue shortfalls an/or expenditure overruns.

Description:

The Planning Division provides administration of the cultural resources and architectural review programs. In FY2023, this program was moved to the General Fund.

The Planning division also provides development review of County infrastructure and site plan review for zoning and environmental aspects on permits issued by the Permits Office.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Assistant Chief of Planning	0.2	0.0	0.0	0.0	0.0
Administrative Associate	0.0	0.3	0.3	0.0	0.0
Planning Supervisor	0.3	0.3	0.3	0.0	0.0
Planner I - III	1.4	1.4	1.5	0.0	0.0
Planning Technician	0.5	0.5	0.3	0.0	0.0
Part Time	0.3	0.3	0.3	0.0	0.0
Total Full Time Equivalent	**2.6**	**2.7**	**2.7**	**0.0**	**0.0**

Inspections & Review

Department: Planning and Growth Management
Division\Program: Technology Fund: Enterprise
Program Administrator: Jason Groth, Acting Director of Planning Growth Management

Expenditure Category	FY2022 Actual	FY2023 Budget	FY2024 Request	FY2024 Adopted	$ Change from FY2023	% Chg.
Personal Services	$168,638	$221,000	$317,300	$314,700	$93,700	42.4%
Fringe Benefits	19,066	30,900	33,900	33,900	3,000	9.7%
Operating Costs	307,885	322,300	397,400	400,000	77,700	24.1%
Operating Contingency	0	2,800	1,400	1,400	(1,400)	-50.0%
Total Expenditures	$495,590	$577,000	$750,000	$750,000	$173,000	30.0%
Revenues	$689,240	$577,000	$750,000	$750,000	$173,000	30.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2023 and FY2024 approved salary increases, and funding to support a Systems Analyst II position which will benefit Energov and other PGM applications.
- **Operating Costs** increase is to fund anticipated costs for credit card processing, and various software and license renewals.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.
- **Revenues** represent expected revenues for FY2024.

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.

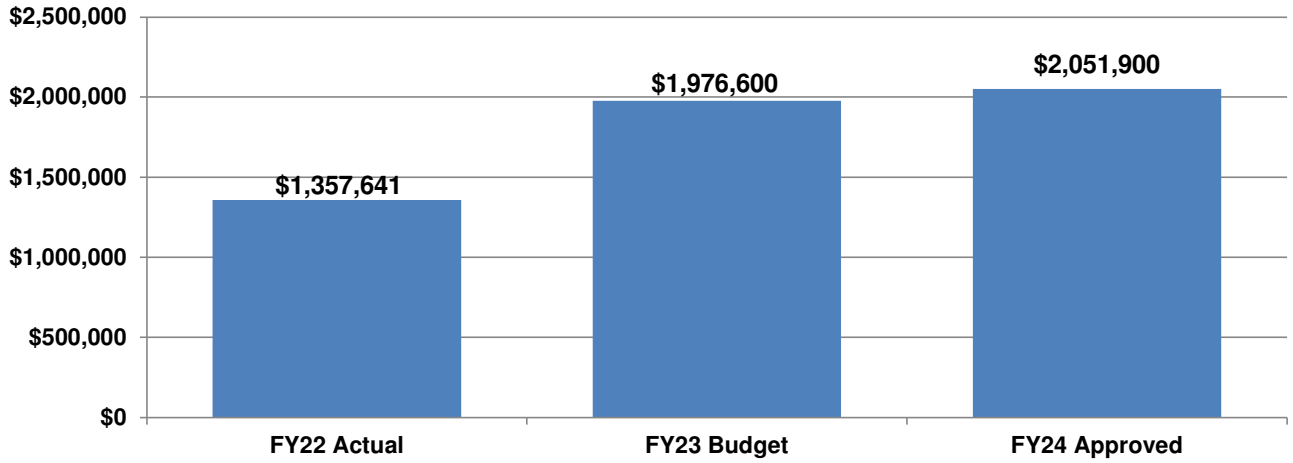
Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Administrative Operations	0.0	0.0	0.0	0.2	0.2
PGM Special Projects Manager	0.0	0.9	0.9	1.0	1.0
Total Full Time Equivalent	0.0	0.9	0.9	1.2	1.2
Allocated from General Fund	0.0	1.0	1.0	1.0	1.0
Net Cost to Inspection	**0.0**	**1.9**	**1.9**	**2.2**	**2.2**

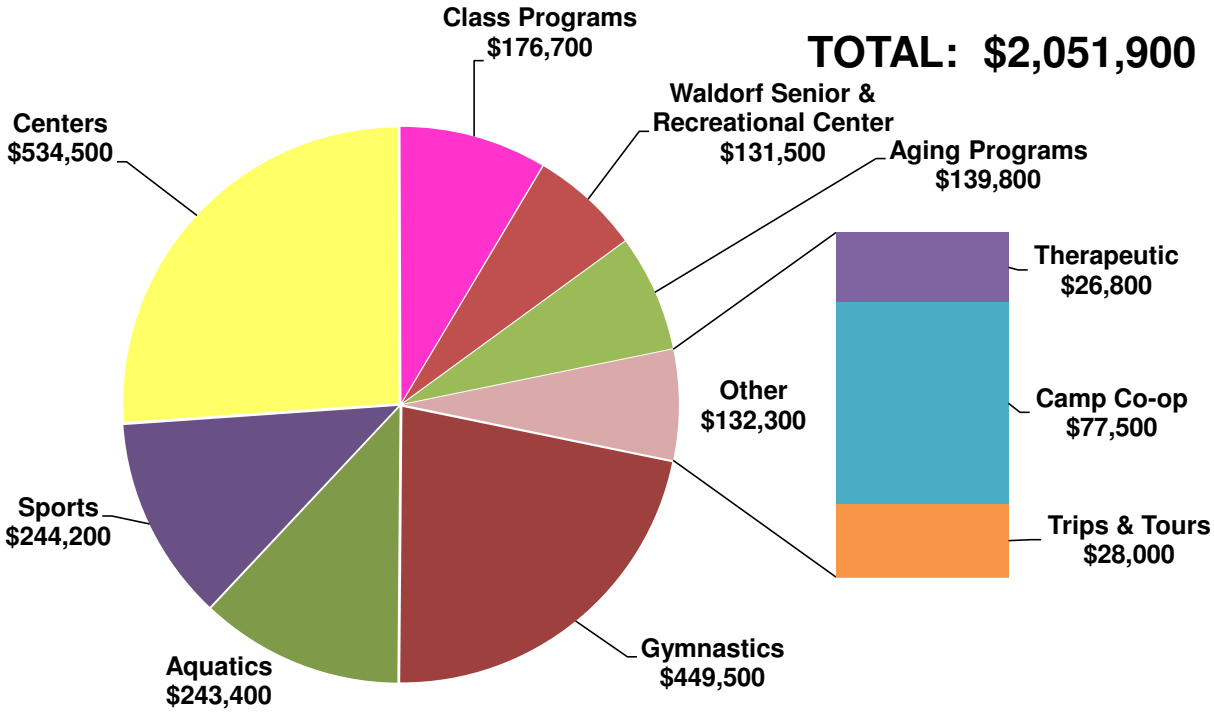
Recreation Fund

Kelli Beavers, Director of Recreation, Parks, and Tourism
Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
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
www.charlescountymd.gov/services/aging-and-senior-services





Recreation

Department: Recreation, Parks, and Tourism — Account:
Division\Program: Recreation — Fund: Enterprise
Program Administrator: Juwann Jones, Chief of Recreation
www.charlescountyparks.com/home-recparks

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change from FY2023	% Chg
Personal Services	$862,588	$1,175,000	$1,231,000	$1,231,000	$56,000	5%
Fringe Benefits	85,891	109,600	97,300	97,300	(12,300)	-11%
Operating Costs	366,083	546,600	581,100	581,100	34,500	6%
Operating Contingency	0	5,600	2,700	2,700	(2,900)	-52%
Total Expenditures	$1,314,562	$1,836,800	$1,912,100	$1,912,100	$75,300	4.10%
Revenues	$1,309,671	$1,836,800	$1,912,100	$1,912,100	$75,300	4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases and adjustments to the part time scale for scheduled minimum wage increases**.** Partially offsetting this increase is the reallocation of one full time position and as well as some part time positons to the General Fund.
- The **Operating Costs** budget increase is mainly due to an increase in contract services for Sports and Programs based on anticipated needs in FY2024. Partially offsetting this increase was the reallocation of fixed operating expenses at the Gymnastic Center to the General Fund.
- **Operating Contingency** is to cover any potential expenditure overrun and/or revenue shortfall.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Sports Program Supervisor	1.0	1.0	1.0	0.0	0.0
Sports Coordinator	0.0	0.0	0.0	1.0	0.0
Recreation Facility & Program Supervisor	1.0	0.0	0.0	0.0	0.0
Recreation and Leisure Program Specialist	1.0	1.0	0.0	0.0	0.0
Part Time Positions	32.2	32.2	22.2	22.2	21.9
Total Full Time Equivalent	**35.2**	**34.2**	**23.2**	**23.2**	**21.9**

Recreation

Department: Community Services — Account:
Division\Program: Aging & Human Services - Nanjemoy Community Center — Fund: Enterprise
Program Administrator: Lisa Furlow, Chief of Aging & Human Services
www.charlescountymd.gov/services/aging-and-senior-services/aging-and-senior-programs

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change from FY2023	% Chg
Personal Services	$0	$3,100	$3,400	$3,400	$300	10%
Fringe Benefits	6	400	400	400	0	0%
Operating Costs	2,460	3,600	6,600	6,600	3,000	83%
Operating Contingency	0	0	300	300	300	N\A
Total Expenditures	$2,466	$7,100	$10,700	$10,700	$3,600	50.7%
Revenues	$1,240	$7,000	$7,000	$7,000	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes adjustments to the part time scale for scheduled minimum wage increases.
- **Operating Costs** increase is to provided additional funds for general supplies and in support of community events.
- **Operating Contingency** is to cover any potential expenditure overrun and/or revenue shortfall.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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:
Division\Program: Aging & Human Services - Senior Services — Fund: Enterprise
Program Administrator: Lisa Furlow, Chief of Aging & Human Services
www.charlescountymd.gov/services/aging-and-senior-services/aging-and-senior-programs

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change from FY2023	% Chg
Personal Services	$2,313	$51,200	$55,600	$55,600	$4,400	9%
Fringe Benefits	171	4,100	4,300	4,300	200	5%
Operating Costs	38,128	65,300	69,200	69,200	3,900	6%
Operating Contingency	0	12,100	0	0	(12,100)	N\A
Total Expenditures	$40,612	$132,700	$129,100	$129,100	($3,600)	-3%
Revenues	$105,881	$132,800	$132,800	$132,800	$0	0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** change is due to adjustments to the part time scale for scheduled minimum wage increases.
- **Operating Costs** increase includes additional funding for community events.
- **Operating Contingency** was to cover any potential expenditure overrun and/or revenue shortfall.

Description:

Program fees and donations support education, recreational, and social activities for Senior Citizens.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Senior Center Coordinator	0.1	0.0	0.0	0.0	0.0
Part Time Positions	3.3	3.3	3.3	3.3	3.3
Total Full Time Equivalent	**3.4**	**3.3**	**3.3**	**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	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Adopted	$ Change from FY2023	% Chg
Operating Costs	$139,306	$138,800	$138,800	$138,800	$0	0.0%
Total Expenditures	$139,306	$138,800	$138,800	$138,800	$0	0.0%
Revenues	$125,633	$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

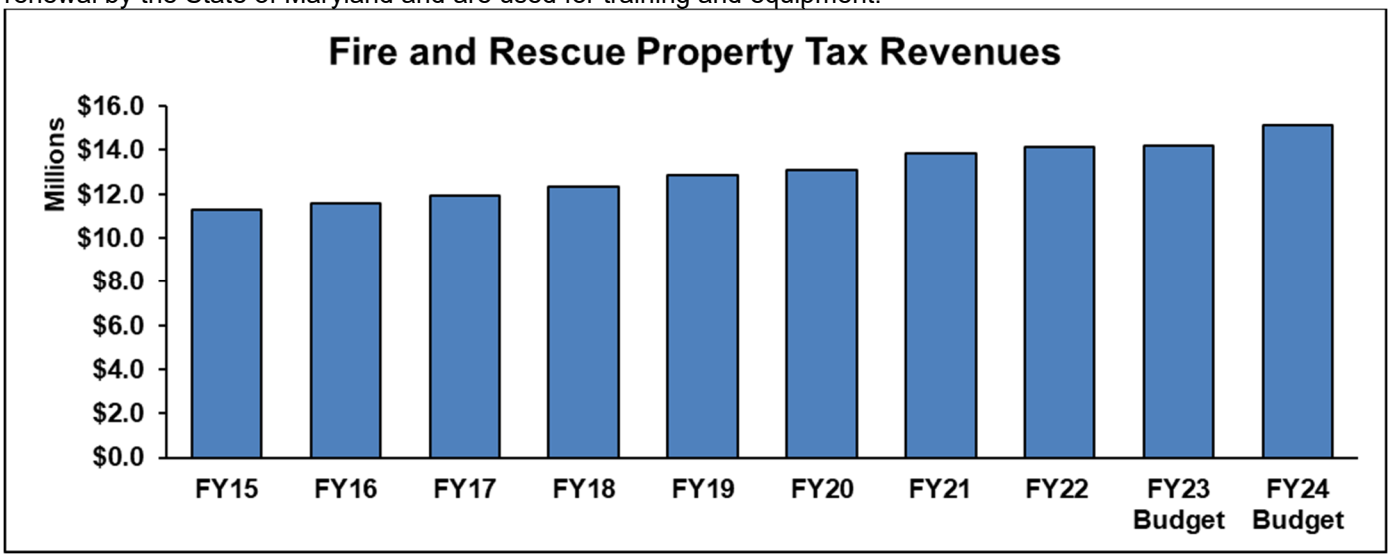
Special Revenue Funds are used to account for revenues that are legally restricted or formally designated for a particular purpose. The best examples of special revenue funds are State and Federal grant awards that have specific requirements associated with eligible program costs.

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. Per County Code 54-1.1A, the fire, rescue, and emergency medical services tax is set at the rate of $6.40 per $100 of assessed value of all taxable real property other than operating real property of a public utility and $0.16 per $100 of assessed value of all personal property and operating real property of a public utility in Charles County. 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). 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 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 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**
- **Opioid Restitution Program**

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. In May of 2021, the Housing Authority was awarded an Emergency Rental Assistance Program (ERAP) grant in the amount of $5,897,393 to provide assistance to those facing housing insecurity due to the COVID-19 pandemic. A second round of $4,057,745 in funding was awarded in March of 2022. The FY2024 budget will be amended to reflect any carryover balance of 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 three 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). One of these programs continued through FY2023 and an additional award of $500,000 was received to support operating expenses for Angel's Watch Homeless Shelter. The County also receives 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.

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. In FY2024, the County will continue to provide fare free service to VanGo riders 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 summonses, warrants and writs of attachment received from the courts.

The Family Support Services Program (FSSP) and Drug Courts to include Adult Drug Court 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. In FY23, multi-year federal funding support of the Adult Drug Court will allow participants access to appropriate treatment, linkages to ancillary services, and reduce the likeliness of recidivism.

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 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

Nationwide settlements were reached to resolve opioids litigation brought by states and local political subdivisions against the pharmaceutical distributors. Consistent with the National Settlement Agreement and Section 7-331 of the Maryland State Finance and Procurement Article, the Settlement Fund Administrator shall allocate and distribute Settlement Payments to the State and its Subdivisions under the National Settlement Agreement. Counties were required to create "local abatement funds" to which settlement proceeds would be deposited. The County established an **Opioid Restitution Fund**. A State-Subdivision agreement between the State of MD and local governments defines the use of these funds for abatement of the widespread harm of the opioid epidemic.

Various **Aging grants** and state fees for service agreements to 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 people. 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 FY2024 general fund budget will continue to support full time Community Options Waiver personnel. The FY2024 special revenue budget will support the part time personnel and a portion of a full time Case Manager which 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. The County also applies to the Maryland 9-1-1 Board for funding to support coordination, installation, and enhancement of County 9-1-1 emergency telephone number services systems as well as training for the emergency response and communication personnel.

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. In FY2023, the County finalized a Community Economic Adjustment Assistance for Responding to Threats to the Resilience of a Military Installation grant. Funds supported an in-depth climate and infrastructure resilience study for the Naval Support Facility Indian Head.

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 through 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 for future years. For FY2021 through FY2023, the County's Economic Development Department (EDD) also administered 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.

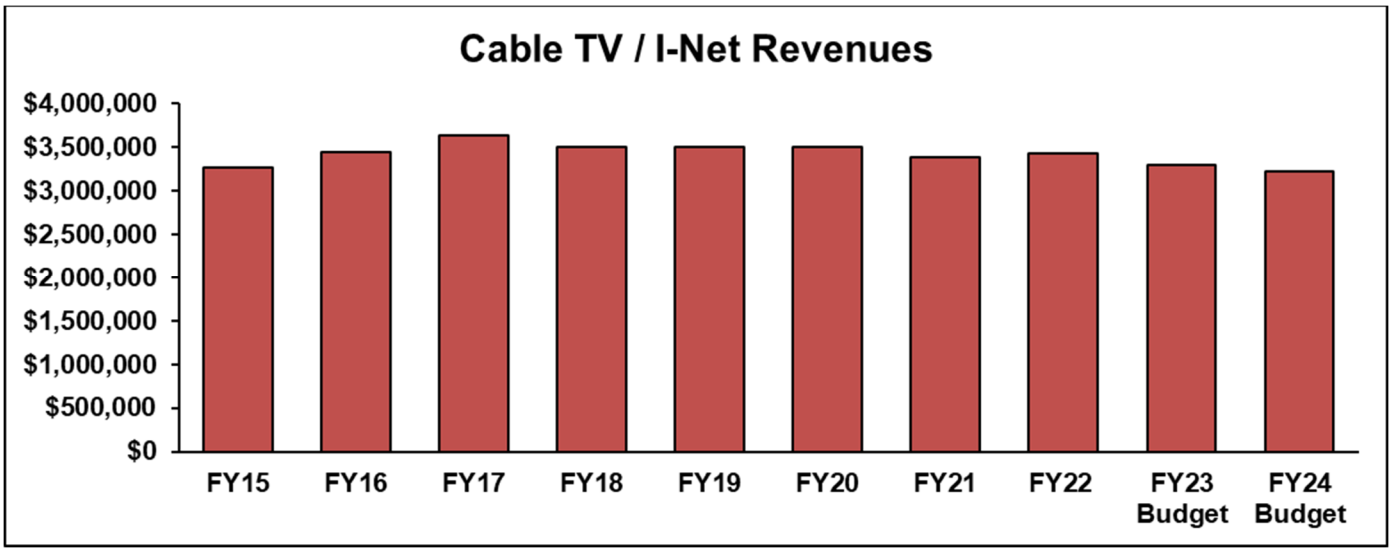
SERVICE CHARGE RELATED FUNDS

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**

SPECIAL REVENUE FUNDS

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 in the 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. These funds were carried over to FY2022 to coincide with the program spending.



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.

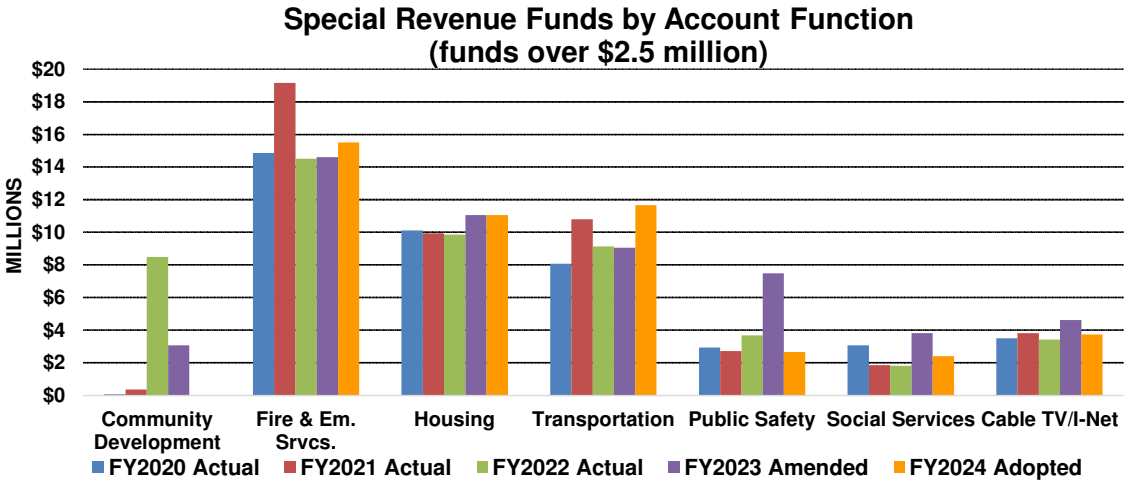
With the use of special funding sources in support of housing loans, the County administers a **Housing Special Loans Program** for qualified applicants. Funding is tied to the quantity of loans processed.

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.

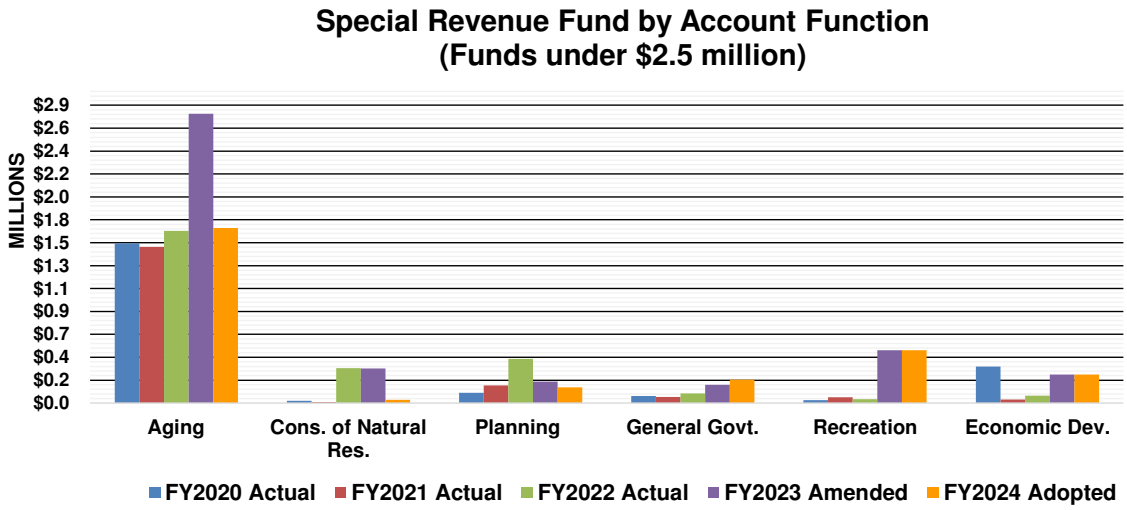
Animal Shelter/Control Programs generate revenues primarily from donations and fees because of animal adoptions. Revenue estimates are based on trends and the volume of fees.

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.

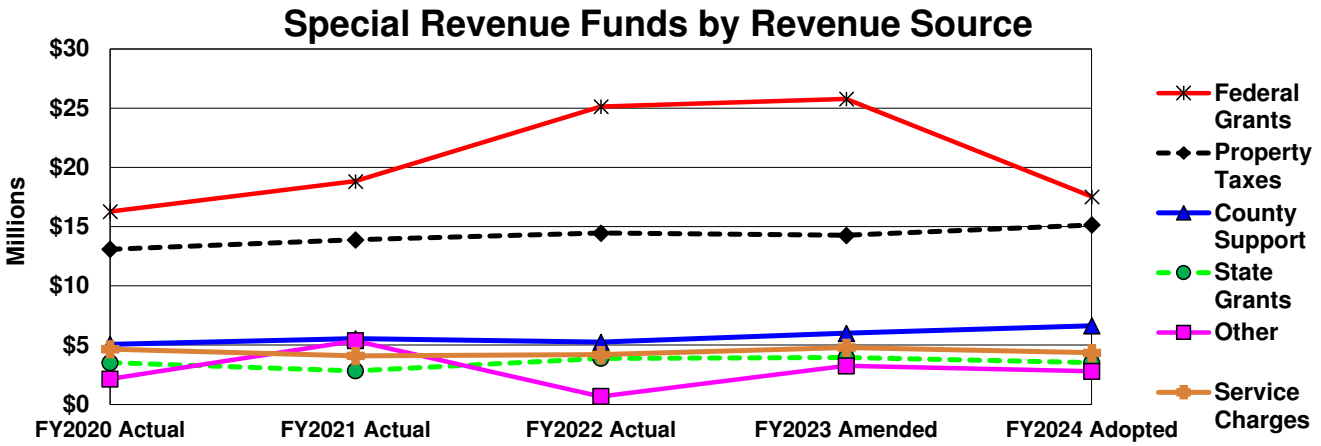
The **Nuisance Abatement Fund** was established to correct violations of Building Code, Nuisance Code or Zoning Ordinance. In those cases where the property owner has not met the requirements of a Court Order or Nuisance Abatement Hearing Board Order, County Code has provisions for the County to clean-up the property and abate the Code violations at the cost to the property owner.



- 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 FY2024. FY2022 and FY2023 included CARES Act Community Development Block Grant Funding for rental assistance.
- **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. FY2022 Actual reflects the start of tracking LOSAP Funds through the Special Revenue fund. The County does not adopt a LOSAP budget.
- **Housing** program budgets fluctuate based on federal funding and rent requirements.
- The increase in FY2021 for **Transportation** is due to roll over of multi-year capital grant items as well as CARES Act operating funding. FY2024 includes increase in Transit Contractual Agreement and American Disabilities Act (ADA) Program ridership.
- Reduction in **Public Safety** grants are due to grants budgeted in FY2023 which were one-time in nature.
- **Social Services** includes Charles County Advocacy Council for Children, Youth, and Families (CCACCYF) and Child Support/Judicial grants. Fluctuations are 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 FY2023 was for carryover of one-time funding from Fund Balance reserves to support broadband expansion in the rural areas of the County.



- Variances in **Aging** grants are a result of Federal grants with a fiscal year end date of 09/30/23 for which unspent balances will be carried over to FY2024. The County received American Rescue Plan Act (ARPA) Aging Funding in FY2023 that is multi-year in nature.
- Variances 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 FY2024. The FY2022 spike is the result of a Community Economic Adjustment Assistance for Responding to Threats to the Resilience of a Military Installation grant.
- 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.



• The increase in **Federal Grants** in FY2022 is due to grants being budgeted in full for the year of award, but may be multi-year funded in nature. Carryover balances are established after the fiscal year ends. Programs with significant increases were Community Development Block Grants and Emergency Rental Assistance Program Grants. The County received additional CARES Act funding related to Transit, Housing, and Aging Programs. The FY2024 funds may increase due to mid-year grant awards and carryover balances.

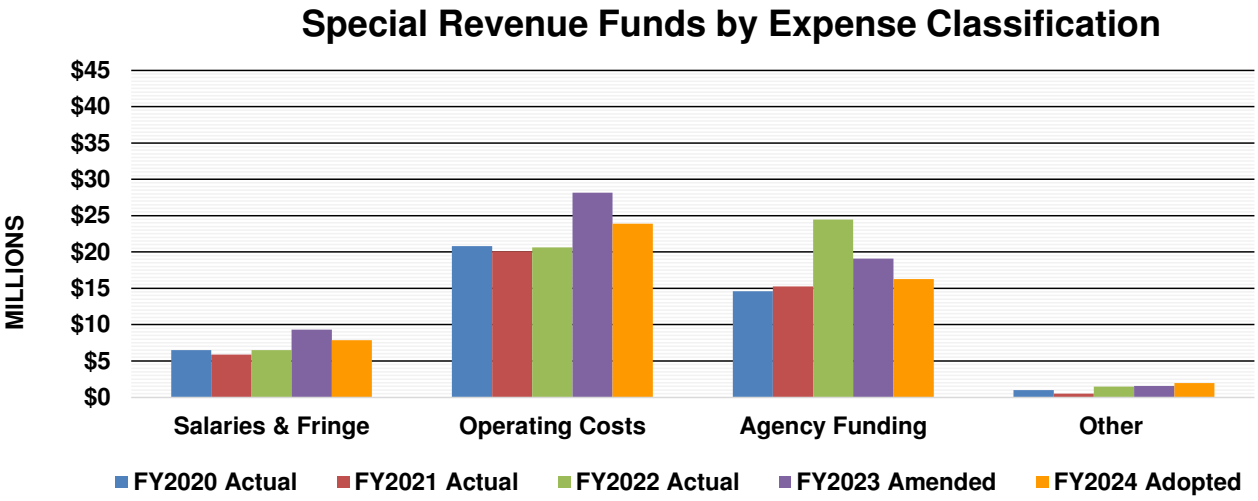
• **Property Tax** revenue is reflective of property assessments to support Fire and Rescue Volunteer Companies.

• **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** increased for FY2024 due primarily to Transportation Programs. The Law Library, Judicial Grants, Transportation, and Administrative funding for the Housing Choice Voucher Programs and Local Management Board require county funding to sustain the programs.

• **State Grant** funding is reduced for FY2024 due to one-time grant funds. State grants are applied for throughout the fiscal year and budgeted upon award.

• Sources of **Other** are various local governments, interest income, fines and forfeitures, transfers from other programs, fund balance, and additional miscellaneous revenue streams. FY2024 reflects the use of Fund Balance in the Cable Fund to support one-time purchases for Information Technology core switch replacement and replacement of College of Southern Maryland broadcast system.



• **Operating Cost** and **Agency Funding** consistently make up the bulk of the Special Revenue expense. The majority of the spike in FY2023 is due to 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. In FY2022, the County also received two large Federal grants to provide assistance for those facing housing insecurity due to the COVID-19 pandemic. The County passed the majority of these funds through four organizations providing the services.

• Increases in FY2024 in **Other** are due to one-time capital purchases.

SPECIAL REVENUE FUNDS

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
PROPERTY TAX RELATED FUNDS:						
Fire & Rescue / Length of Service Award Program						
Revenues						
Property Taxes	$14,117,270	$14,227,600	$14,227,600	$15,113,800	$886,200	6.2%
State Grants	387,806	387,806	387,806	397,700	9,894	2.6%
Interest Income	4,948	11,000	11,000	11,000	0	0.0%
Total Revenues	$14,510,024	$14,626,406	$14,626,406	$15,522,500	$896,094	6.1%
Expenses						
Personal Services	$30,015	$69,300	$69,300	$72,200	$2,900	4.2%
Agency Funding	14,732,158	14,557,106	14,557,106	15,450,300	893,194	6.1%
Total	$14,762,173	$14,626,406	$14,626,406	$15,522,500	$896,094	6.1%
Variance	($252,149)	$0	$0	$0		
Beginning Fund Balance	21,014,759					
Penson/Agency Trust Fund	(20,671,467)					
Ending Fund Balance	$91,143					
Agricultural Preservation						
Revenues						
Property Taxes	$335,091	$31,200	$31,200	$31,200	$0	0.0%
Total Operating Revenues	$335,091	$31,200	$31,200	$31,200	$0	0.0%
Fund Balance Appropriation	0	0	300,000	0	(300,000)	-100.0%
Total Revenues	$335,091	$31,200	$331,200	$31,200	($300,000)	-90.6%
Expenses						
Personal Services	$10,594	$29,200	$29,200	$29,200	$0	0.0%
Operating Costs	558,292	2,000	302,000	2,000	(300,000)	-99.3%
Total	$568,886	$31,200	$331,200	$31,200	($300,000)	-90.6%
Variance	($233,795)	$0	$0	$0		
Beginning Fund Balance	1,241,456					
Ending Fund Balance	$1,007,660					
GRANT RELATED FUNDS:						
Housing Assistance						
Revenues						
Federal Grants	$9,622,225	$9,707,100	$9,707,100	$10,368,700	$661,600	6.8%
Service Charges	52,972	45,300	45,300	68,000	22,700	50.1%
Interest Income	1,353	0	0	0	0	N/A
Miscellaneous	24,852	30,200	30,200	23,600	(6,600)	-21.9%
Total Operating Revenues	$9,701,401	$9,782,600	$9,782,600	$10,460,300	$677,700	6.9%
County Match	162,396	303,640	303,640	207,040	(96,600)	-31.8%
Total Revenues	$9,863,797	$10,086,240	$10,086,240	$10,667,340	$581,100	5.8%
Expenses						
Personal Services	$775,687	$858,700	$858,700	$916,500	$57,800	6.7%
Fringe Benefits	237,749	232,700	232,700	267,800	35,100	15.1%
Operating Costs	8,999,149	8,994,840	8,994,840	9,483,040	488,200	5.4%
Total	$10,012,585	$10,086,240	$10,086,240	$10,667,340	$581,100	5.8%
Variance	($148,787)	$0	$0	$0		
Beginning Fund Balance	379,951					
Ending Fund Balance	$231,164					

SPECIAL REVENUE FUNDS

		FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
GRANT RELATED FUNDS:							
Opioid Restitution Fund							
Revenue:	State Grant	$0	$0	$0	$65,000	$65,000	N/A
Expenses	Agency Funding	$0	$0	$0	$65,000	$65,000	N/A
Total		$0	$0	$0	$65,000	$65,000	N/A
Variance		$0	$0	$0	$0		
Beginning Fund Balance		0					
Ending Fund Balance		$0					
Local Assistance &Tribal Consistency Fund							
Revenue:	Federal Grant	$0	$0	$100,000	$85,800	($14,200)	-14.2%
Expenses							
Personal Services		$0	$0	$70,900	$63,200	($7,700)	-10.9%
Fringe Benefits		0	0	29,100	22,600	(6,500)	-22.3%
Total		$0	$0	$100,000	$85,800	($14,200)	-14.2%
Variance		$0	$0	$0	$0		
Beginning Fund Balance		0					
Ending Fund Balance		$0					
Transit Programs							
Revenues							
Federal Grants		$4,269,961	$4,202,884	$4,414,929	$4,737,057	$322,128	7.3%
State Grants		586,770	137,609	157,609	172,409	14,800	9.4%
Service Charges		116,388	0	0	0	0	N/A
Fines & Forfeitures		14,158	0	0	0	0	N/A
Miscellaneous		110,072	100,000	100,000	100,000	0	0.0%
Total Operating Revenues		$5,097,349	$4,440,493	$4,672,538	$5,009,466	$336,928	7.2%
County Match		4,040,850	4,065,184	4,039,584	5,071,474	1,031,890	25.5%
Fund Balance Appropriation		0	341,122	361,256	1,590,216	1,228,960	340.2%
Total Revenues		$9,138,199	$8,846,799	$9,073,378	$11,671,156	$2,597,778	28.6%
Expenses							
Personal Services		$379,389	$394,800	$394,800	$471,700	$76,900	19.5%
Fringe Benefits		109,231	105,000	105,000	132,000	27,000	25.7%
Operating Costs		7,192,517	8,126,099	8,332,544	9,993,196	1,660,652	19.9%
Operating Contingency		0	100	100	0	(100)	-100.0%
Capital Outlay		407,063	220,800	240,934	1,074,260	833,326	345.9%
Total		$8,088,200	$8,846,799	$9,073,378	$11,671,156	$2,597,778	28.6%
Variance		$1,049,999	$0	$0	$0		
Beginning Fund Balance		3,754,591					
Ending Fund Balance		$4,804,590					

SPECIAL REVENUE FUNDS

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
GRANT RELATED FUNDS:						
Charles County Advocacy Council for Children, Youth, and Families						
Revenues						
Federal Grants	$21,643	$25,000	$146,082	$0	($146,082)	-100.0%
State Grants	729,854	845,293	877,126	851,212	(25,914)	-3.0%
Service Charge	76,682	57,984	58,746	76,700	17,954	30.6%
Total Operating Revenues	$828,179	$928,277	$1,081,954	$927,912	($154,042)	-14.2%
County Match	0	14,300	14,300	17,543	3,243	22.7%
Total Revenues	$828,179	$942,577	$1,096,254	$945,455	($150,799)	-13.8%
Expenses						
Personal Services	$178,163	$193,671	$226,758	$208,966	($17,792)	-7.8%
Fringe Benefits	42,363	41,146	41,892	46,799	4,907	11.7%
Operating Costs	151,652	59,086	328,842	179,313	(149,529)	-45.5%
Agency Funding	444,235	648,674	498,762	495,262	(3,500)	-0.7%
Total	$816,413	$942,577	$1,096,254	$945,455	($150,799)	-13.8%
Variance	$11,766	$0	$0	$0		
Beginning Fund Balance	195,141					
Ending Fund Balance	$206,907					
Child Support/Judicial Grants						
Revenues						
Federal Grants	$336,033	$450,766	$1,664,210	$472,759	($1,191,451)	-71.6%
State Grants	565,669	988,266	889,546	870,076	(19,470)	-2.2%
Miscellaneous	104	0	445	0	(445)	-100.0%
Total Operating Revenues	$901,806	$1,439,032	$2,554,201	$1,342,835	($1,211,366)	-47.4%
County Match	88,242	109,714	176,774	125,758	(51,016)	-28.9%
Total Revenues	$990,048	$1,548,746	$2,730,975	$1,468,593	($1,262,382)	-46.2%
Expenses						
Personal Services	$444,413	$559,372	$852,338	$702,459	($149,879)	-17.6%
Fringe Benefits	152,204	275,981	466,901	347,475	(119,426)	-25.6%
Operating Costs	353,114	713,393	1,399,129	401,958	(997,171)	-71.3%
Operating Contingency	0	0	4,407	16,701	12,294	279.0%
Capital Outlay	40,318	0	8,200	0	(8,200)	-100.0%
Total	$990,048	$1,548,746	$2,730,975	$1,468,593	($1,262,382)	-46.2%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					
Public Safety Grants						
Revenues						
Federal Grants	$904,608	$851,701	$1,523,303	$960,327	($562,976)	-37.0%
State Grants	267,728	119,338	452,872	121,238	(331,634)	-73.2%
Miscellaneous	2,475	0	14,000	0	(14,000)	-100.0%
Total Operating Revenues	$1,174,811	$971,039	$1,990,175	$1,081,565	($908,610)	-45.7%
County Match	703,413	882,998	1,062,922	1,017,677	(45,245)	-4.3%
Total Revenues	$1,878,223	$1,854,037	$3,053,097	$2,099,242	($953,855)	-31.2%
Expenses						
Personal Services	$1,139,840	$1,124,170	$1,743,126	$1,250,070	($493,056)	-28.3%
Fringe Benefits	499,383	595,875	718,743	632,398	(86,345)	-12.0%
Operating Costs	164,533	133,992	539,453	156,074	(383,379)	-71.1%
Capital Outlay	74,468	0	51,775	60,700	8,925	17.2%
Total	$1,878,223	$1,854,037	$3,053,097	$2,099,242	($953,855)	-31.2%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					

SPECIAL REVENUE FUNDS

		FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
GRANT RELATED FUNDS:							
Tourism Grant							
Revenue:	State Grants	$38,932	$38,932	$506,464	$506,000	($464)	-0.1%
Expense:	Operating Costs	$38,932	$38,932	$506,464	$506,000	($464)	-0.1%
Variance		$0	$0	$0	$0		
Beginning Fund Balance		0					
Ending Fund Balance		$0					
Aging Grants							
Revenues							
Federal Grants		$963,550	$473,629	$1,828,194	$800,507	($1,027,687)	-56.2%
State Grants		380,752	367,108	551,728	530,202	(21,526)	-3.9%
Service Charge		259,729	291,630	288,987	305,397	16,410	5.7%
Miscellaneous		48,789	0	99,188	41,000	(58,188)	-58.7%
Total Operating Revenues		1,652,820	$1,132,367	$2,768,097	$1,677,106	($1,090,991)	-39.4%
Fund Balance Appropriation		0	10,162	10,162	5,080	(5,082)	-50.0%
Total Revenues		1,652,820	$1,142,529	$2,778,259	$1,682,186	($1,096,073)	-39.5%
Expenses							
Personal Services		$881,901	$860,240	$1,147,107	$948,649	($198,458)	-17.3%
Fringe Benefits		11,564	21,950	32,898	32,860	(38)	-0.1%
Operating Costs		759,356	250,177	1,567,000	695,597	(871,403)	-55.6%
Debt Service		10,161	10,162	10,162	5,080	(5,082)	-50.0%
Total		$1,662,981	$1,142,529	$2,778,259	$1,682,186	($1,096,073)	-39.5%
Variance		($10,161)	$0	$0	$0		
Beginning Fund Balance		105,729					
Ending Fund Balance		$95,568					
Emergency Management Grants							
Revenues							
Federal Grants		$207,476	$103,577	$3,270,760	$83,150	($3,187,610)	-97.5%
State Grants		913,072	0	0	0	0	N/A
Total Operating Revenues		$1,120,549	$103,577	$3,270,760	$83,150	($3,187,610)	-97.5%
Transfers In		67,489	18,622	36,124	17,500	(18,624)	-51.6%
County Match		69,771	84,956	252,041	65,650	(186,391)	-74.0%
Total Revenues		$1,257,809	$207,155	$3,558,925	$166,300	($3,392,625)	-95.3%
Expenses							
Personal Services		$128,260	$169,911	$525,984	$131,300	($394,684)	-75.0%
Fringe Benefits		2,147	0	18,045	0	(18,045)	-100.0%
Operating Costs		870,001	37,244	2,927,757	35,000	(2,892,757)	-98.8%
Capital Outlay		247,928	0	87,139	0	(87,139)	-100.0%
Total		$1,248,336	$207,155	$3,558,925	$166,300	($3,392,625)	-95.3%
Variance		$9,473	$0	$0	$0		
Beginning Fund Balance		0					
Ending Fund Balance		$9,473					

SPECIAL REVENUE FUNDS

GRANT RELATED FUNDS:

Community Development Administration

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
Revenues						
Federal Grants	$7,521,979	$0	$2,433,159	$0	($2,433,159)	-100.0%
Total Revenues	$7,521,979	$0	$2,433,159	$0	($2,433,159)	-100.0%
Expenses						
Personal Services	$53,854	$0	$103,866	$0	($103,866)	-100.0%
Fringe Benefits	9,335	0	17,533	0	(17,533)	-100.0%
Operating Contingency	0	0	143,069	0	(143,069)	-100.0%
Agency Funding	7,458,355	0	2,168,691	0	(2,168,691)	-100.0%
Total	$7,521,979	$0	$2,433,159	$0	($2,433,159)	-100.0%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					

Community Development Block Grants

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
Revenues						
Federal Grants	$983,091	$0	$637,253	$0	($637,253)	-100.0%
Miscellaneous	0	0	7,762	0	(7,762)	-100.0%
Total Revenues	$983,091	$0	$645,015	$0	($645,015)	-100.0%
Expenses						
Personal Services	$19,838	$0	$0	$0	$0	N/A
Operating Costs	271,824	0	126,517	0	(126,517)	-100.0%
Agency Funding	691,430	0	518,498	0	(518,498)	-100.0%
Total	$983,091	$0	$645,015	$0	($645,015)	-100.0%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					

Planning Grants

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
Revenues						
Federal Grants	$299,543	$0	$47,180	$0	($47,180)	-100.0%
State Grants	15,136	0	10,000	0	(10,000)	-100.0%
Total Operating Revenues	$314,679	$0	$57,180	$0	($57,180)	-100.0%
County Match	(2,015)	0	0	0	0	N/A
Total Revenues	$312,664	$0	$57,180	$0	($57,180)	-100.0%
Expenses						
Operating Costs	$34,008	$0	$28,671	$0	($28,671)	-100.0%
Miscellaneous	278,656	0	28,509	0	(28,509)	-100.0%
Total	$312,664	$0	$57,180	$0	($57,180)	-100.0%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					

SPECIAL REVENUE FUNDS

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
GRANT RELATED FUNDS:						
Economic Development Loan Programs						
Revenues						
Interest	$7,277	$0	$0	$0	$0	N/A
Miscellaneous	62,981	0	0	0	0	N/A
Total Operating Revenues	$70,257	$0	$0	$0	$0	N/A
Fund Balance Appropriation	0	275,000	275,000	275,000	$0	0.0%
Total Revenues	$70,257	$275,000	$275,000	$275,000	$0	0.0%
Expenses						
Operating Costs	$145,844	$275,000	$275,000	$275,000	$0	0.0%
Agency Funding	20,000	0	0	0	0	N/A
Total	$165,844	$275,000	$275,000	$275,000	$0	0.0%
Variance	($95,586)	$0	$0	$0		
Beginning Fund Balance	904,255					
Ending Fund Balance	$808,669					
SERVICE CHARGE RELATED FUNDS:						
Cable TV/I-Net Fund						
Revenues						
Service Charges	$3,433,787	$3,287,700	$3,287,700	$3,221,900	($65,800)	-2.0%
Total Operating Revenues	$3,433,787	$3,287,700	$3,287,700	$3,221,900	($65,800)	-2.0%
Fund Balance Appropriation	0	130,700	1,346,330	534,700	(811,630)	-60.3%
Total Revenues	$3,433,787	$3,418,400	$4,634,030	$3,756,600	($877,430)	-18.9%
Expenses						
Personal Services	$1,048,685	$1,280,700	$1,280,700	$1,262,000	($18,700)	-1.5%
Fringe Benefits	256,894	270,600	270,600	297,300	26,700	9.9%
Operating Costs	517,964	883,000	834,300	969,200	134,900	16.2%
Agency Funding	1,126,718	113,200	1,328,830	233,200	(1,095,630)	-82.5%
Operating Contingency	0	198,700	198,700	160,900	(37,800)	-19.0%
Transfer Out	353,188	518,700	518,700	318,700	(200,000)	-38.6%
Capital Outlay/Maintenance	59,869	100,000	148,700	461,800	313,100	210.6%
Equipment Reserve	0	53,500	53,500	53,500	0	0.0%
Total	$3,363,317	$3,418,400	$4,634,030	$3,756,600	($877,430)	-18.9%
Variance	$70,470	$0	$0	$0		
Beginning Fund Balance	10,785,075					
Annual Equipment Reserve Contribution	53,500					
Ending Fund Balance	$10,909,045					
Nuisance Abatement Fund						
Revenue: Service Charges	$111,778	$150,000	$150,000	$150,000	$0	0.0%
Expense: Operating Costs	$99,960	$150,000	$150,000	$150,000	$0	0.0%
Variance	$11,818	$0	$0	$0		
Beginning Fund Balance	18,479					
Ending Fund Balance	$30,297					

SPECIAL REVENUE FUNDS

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
SERVICE CHARGE RELATED FUNDS:						
Housing Special Loans						
State Grant	$0	$0	$128,752	$0	($128,752)	-100.0%
Service Charges	0	404,500	852,285	404,500	(447,785)	-52.5%
Total Revenues	$0	$404,500	$981,037	$404,500	($576,537)	-58.8%
Expense: Operating Costs	$1,497	$404,500	$981,037	$404,500	($576,537)	-58.8%
Variance	($1,497)	$0	$0	$0		
Beginning Fund Balance	57,398					
Ending Fund Balance	$55,901					
Sheriff's Special Programs						
Revenues						
Licenses	$6,850	$33,000	$33,000	$12,900	($20,100)	-60.9%
Fines & Forfeitures	0	16,900	16,900	0	(16,900)	-100.0%
Total Operating Revenues	$6,850	$49,900	$49,900	$12,900	($37,000)	-74.1%
Fund Balance Appropriation	20,636	0	0	0	0	N/A
Total Revenues	$27,486	$49,900	$49,900	$12,900	($37,000)	-74.1%
Expenses						
Personal Services	$0	$38,000	$38,000	$0	($38,000)	-100.0%
Operating Costs	1,128	11,900	11,900	12,900	1,000	8.4%
Total	$1,128	$49,900	$49,900	$12,900	($37,000)	-74.1%
Variance	$26,358	$0	$0	$0		
Beginning Fund Balance	79,216					
Ending Fund Balance	$105,574					
Drug Forfeitures						
Revenues						
Federal Grants	$0	$17,400	17,400	$17,400	$0	0.0%
Fines & Forfeitures	241,174	62,000	62,000	67,000	5,000	8.1%
Interest	45	100	100	100	0	0.0%
Total Operating Revenues	$241,218	$79,500	$79,500	$84,500	$5,000	6.3%
Fund Balance Appropriation	0	5,000	385,000	0	(385,000)	-100.0%
Total Revenues	$241,218	$84,500	$464,500	$84,500	($380,000)	-81.8%
Expenses						
Personal Services	$48,907	$0	$0	$0	$0	N/A
Operating Costs	78,986	84,500	84,500	84,500	0	0.0%
Capital Outlay	0	0	380,000	0	(380,000)	-100.0%
Total	$127,893	$84,500	$464,500	$84,500	($380,000)	-81.8%
Variance	$113,326	$0	$0	$0		
Beginning Fund Balance	778,453					
Ending Fund Balance	$891,779					

SPECIAL REVENUE FUNDS

	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change from FY23 Amended	% Change
SERVICE CHARGE RELATED FUNDS:						
Southern Maryland Criminal Justice Academy						
Revenues						
Local Government	$88,000	$100,000	$100,000	$100,000	$0	0.0%
Service Charges	1,950	8,000	8,000	2,000	(6,000)	-75.0%
Total Operating Revenues	$89,950	$108,000	$108,000	$102,000	($6,000)	-5.6%
Transfers In	82,221	92,000	92,000	92,000	0	0.0%
Total Revenues	$172,171	$200,000	$200,000	$194,000	($6,000)	-3.0%
Expenses						
Operating Costs	$202,500	$194,000	$200,000	$194,000	($6,000)	-3.0%
Capital Outlay	6,670	6,000	0	0	0	N/A
Total	$209,170	$200,000	$200,000	$194,000	($6,000)	-3.0%
Variance	($36,999)	$0	$0	$0		
Beginning Fund Balance	183,947					
Ending Fund Balance	$146,948					
Animal Shelter \ Control						
Revenues						
Service Charges	$90,491	$89,500	$89,500	$92,600	$3,100	3.5%
Miscellaneous	29,348	16,500	16,500	16,500	0	0.0%
Total Operating Revenues	$119,840	$106,000	$106,000	$109,100	$3,100	2.9%
Fund Balance Appropriation	0	0	65,000	0	(65,000)	-100.0%
Total Revenues	$119,840	$106,000	$171,000	$109,100	($61,900)	
Expenses						
Personal Services	$29,104	$23,400	$23,400	$25,300	$1,900	8.1%
Fringe Benefits	2,058	2,000	2,000	2,200	200	10.0%
Operating Costs	110,655	80,600	145,600	81,600	(64,000)	-44.0%
Total	$141,817	$106,000	$171,000	$109,100	($61,900)	-36.2%
Variance	($21,977)	$0	$0	$0		
Beginning Fund Balance	278,540					
Ending Fund Balance	$256,563					
Law Library						
Revenues						
Service Charges	$50,102	$27,300	$27,300	$29,000	$1,700	6.2%
Fines & Forfeitures	12,528	13,000	13,000	13,000	0	0.0%
Miscellaneous	990	200	200	200	0	0.0%
Total Operating Revenues	$63,620	$40,500	$40,500	$42,200	$1,700	4.2%
Transfers In	28,000	29,000	29,000	31,000	2,000	6.9%
Fund Balance Appropriation	0	5,500	5,500	2,800	(2,700)	-49.1%
Total Revenues	$91,620	$75,000	$75,000	$76,000	$1,000	1.3%
Expenses						
Operating Costs	$64,611	$75,000	$75,000	$76,000	$1,000	1.3%
Total	$64,611	$75,000	$75,000	$76,000	$1,000	1.3%
Variance	$27,009	$0	$0	$0		
Beginning Fund Balance	35,441					
Ending Fund Balance	$62,451					
TOTAL SPECIAL REVENUE FUNDS						
Total Revenues	$53,579,015	$44,087,921	$58,077,019	$49,973,372	($8,154,447)	-14.0%
Total Expenses	$53,059,747	$44,087,921	$58,077,019	$49,973,372	($8,154,447)	-14.0%
Variance	$519,268	$0	$0	$0		
Beginning Fund Balance	39,812,431					
Annual Cable Fund Equipment Reserve Contribution	53,500					
Penson/Agency Trust Fund	(20,671,467)					
Total Ending Fund Balance	$19,713,732					

NOTE: The American Rescue Plan Act (ARPA) of 2021 is a separate special revenue fund not included in the chart above as this fund is established outside of the normal budget process and 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/services/media-services
https://www.charlescountymd.gov/government/departments/fiscal-and-administrative-services/information-technology-division

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Adopted	% Chg.
Personal Services	$1,048,685	$1,280,700	$1,218,700	$1,241,200	($39,500)	-3.1%
Fringe Benefits	256,894	270,600	270,600	318,100	47,500	17.6%
Operating Costs	449,820	813,300	809,980	899,500	86,200	10.6%
Agency Funding	1,101,986	113,200	1,328,830	233,200	120,000	106.0%
Operating Contingency	0	198,700	198,700	160,900	(37,800)	-19.0%
Transfers Out	353,188	518,700	584,020	318,700	(200,000)	-38.6%
Capital Outlay/Maintenance	152,745	169,700	169,700	531,500	361,800	213.2%
Equipment Reserve	53,500	53,500	53,500	53,500	0	0.0%
Total Expenditures	$3,416,817	$3,418,400	$4,634,030	$3,756,600	$338,200	9.9%
Revenues	$4,496,156	$3,418,400	$4,634,030	$3,756,600	$338,200	9.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the relocation of a portion of two full time I.T. personnel and all of the I.T. part time personnel to the General Fund which is offsetting the FY2023 and FY2024 approved salary increases. Also includes funding for a new Video Production Specialist which will support broadcast upgrades, hybrid meetings for all Boards and Commissions and expanded programming and digital access for the public. Media part time funding was reduced in support of this position.
- **Operating Costs** is mostly due to printing cost associated with a new community awareness campaign called the "Get Connected Campaign".
- **Agency Funding - PEG** supports equipment related costs related to the studio at the College of Southern Maryland (CSM).
- **Operating Contingency** to support any unanticipated revenue shortfalls and/or expenditure overruns.
- **Transfers Out** represents the funding provided to the General Fund operations. This was reduced by the County's strategic plan to rely less on Cable Fund revenues for General Fund support.
- **Capital Outlay - PEG** covers potential equipment needs for the I-Net and replacement of network switches. The increase will support the replacement of the core switches. The core switches have a typical life span of 10 years and the last replacement was done in 2014.
- **Equipment Reserve** is used for future replacement of the network core switch and other infrastructure.

Description:

This fund covers the maintenance and operation of the I-Net, a wide area network connecting over 120 County government, educational, and public safety locations to network services. The I-Net utilizes cost effective high bandwidth fiber optic-based technologies to deliver and enable services such as internet access, file and data access, voice and video telecommunications, teleworking resource connectivity physical security monitoring, cybersecurity monitoring and management, operation/industrial control technology monitoring and management, and enterprise data backup and IT disaster recovery.

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
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

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
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	3.0
Media Services Project Manager	1.0	1.0	1.0	1.0	1.0
Community Engagement Coordinator	1.0	1.0	1.0	1.0	1.0
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	0.5
I.T. Security Analyst	1.0	0.0	0.0	0.0	0.0
Broadband and Cable Manager	1.0	1.0	1.0	1.0	0.5
Wan Coordinator	1.0	1.0	1.0	1.0	1.0
Network Specialist III	0.8	0.8	0.8	0.8	0.8
Telecommunication Specialist	1.0	1.0	1.0	1.0	1.0
Technical Support Specialist	0.0	0.4	0.0	0.0	0.0
Information Technology Support Specia	0.5	0.5	0.5	0.5	0.5
Part Time Help	4.7	4.7	4.0	4.0	1.4
Total Full Time Equivalent	**18.8**	**18.2**	**17.2**	**17.2**	**15.2**

Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
Objective: To inform the media/press/public, within 5 days of important and relevant County Government events.					
- YouTube Video views	205,768	53,947	37,671	40,000	45,000
- Social Media Reach % increase	9.58%	46.83%	67.50%	65.00%	65.00%
- Organic average reach w/ Facebook on news releases	N/A	N/A	N/A	1200	1300
- Organic average reach with Twitter on new	N/A	N/A	N/A	170	170
- Enewsletter Employee Engagement open rate	N/A	30.66%	34.00%	38.00%	40.00%
- Enewsletter Open Rate	26.83%	29.71%	37.80%	40.00%	40.00%

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

Department: Fiscal and Administrative Services — Account: 52 Fund
Division\Program: Local Assistance &Tribal Consistency Fund — Fund: Special Rev.
Program Administrator: Jacob Dyer, Acting Director of Fiscal and Administrative Services — Source: Grant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$0	$0	$70,900	$63,200	($7,700)	NEW
Fringe Benefits	0	0	29,100	22,600	(6,500)	NEW
Total Expenditures	$0	$0	$100,000	$85,800	($14,200)	-14.2%

Changes and Useful Information:

- The FY2023 budget was established for the entire award under project Local Assistance and Tribal Consistency Fund. The FY2024 budget is the anticipated cost of the new Budget Analyst I hired in FY2023 for FY2024.

Established by Section 605 of the Social Security Act, as added by Section 9901 of the American Rescue Plan Act of 2021 (American Rescue Plan). The purpose of the Local Assistance & Tribal Consistency Fund (LATCF) program is to serve as a general revenue enhancement program. Many eligible revenue sharing counties and eligible Tribal governments have historically experienced fluctuations in their revenues, and this program is designed, in part, to supplement existing federal programs that augment and stabilize revenues for these communities. In providing support to these communities, allocations under this program consider the economic conditions of recipients. Recipients may use these funds on any governmental purpose other than a lobbying activity. Recipients may also invest in restoring and bolstering government capacity, such as increasing the size of their government workforce. In FY2023, the County slated these funds for the hire of an additional Budget Analyst.

Department: Fiscal and Administrative Services — Account: 11 Fund
Division\Program: Opioid Restitution Fund — Fund: Special Rev.
Program Administrator: Jacob Dyer, Acting Director of Fiscal and Administrative Services — Source: Settlement

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Agency Funding	$0	$0	$0	$65,000	$65,000	N/A
Total Expenditures	$0	$0	$0	$65,000	$65,000	NEW

Changes and Useful Information:

- Increase in **Agency Funding** is for an agreement with the Charles County Health Department to support the cost of a Peer Support Specialist which falls within an approved service under the Maryland State Subdivision Agreement.

In 2021, nationwide settlements were reached to resolve opioids litigation brought by states and local political subdivisions against the pharmaceutical distributors. Consistent with the National Settlement Agreement and Section 7-331 of the Maryland State Finance and Procurement Article, the Settlement Fund Administrator shall allocate and distribute Settlement Payments to the State and its Subdivisions under the National Settlement Agreement. Counties were required to create "local abatement funds" to which settlement proceeds would be deposited. A State-Subdivision agreement between the State of MD and local governments defines use of the settlement funds for abatement of the widespread harm of the opioid epidemic.

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 Fund
Fund: Special Rev.
Source: Srvc. Charge

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Operating Costs	$64,611	$75,000	$75,000	$76,000	$1,000	1.3%
Total Expenditures	$64,611	$75,000	$75,000	$76,000	$1,000	1.3%

Changes and Useful Information:

- Increase in **Operating Costs** is due to anticipated reference material and contractual services to effectively provide information to users of the Law Library via the online legal resource services.

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: Jeffrey Thomas, Chief of Animal Control Services
https://www.charlescountymd.gov/services/animal-care-control

Account: 21 Fund
Fund: Special Rev.
Source: Srvc. Charge

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$29,104	$23,400	$23,400	$25,300	$1,900	8.1%
Fringe Benefits	2,058	2,000	2,000	2,200	200	10.0%
Operating Costs	110,655	80,600	145,600	81,600	(64,000)	-44.0%
Total Expenditures	$141,817	$106,000	$171,000	$109,100	($61,900)	-36.2%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** increase is due to adjustments to the part time scale.
- The recent **Operating Costs** decrease is due to fluctuations in vehicle fuel.

Description:

The Charles County Animal Care Center received approximately of 5,000 animals in FY2023 from Charles County. 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 to reduce the pet overpopulation.

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.

Positions:

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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:

	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 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	929	1,039	1,319	1,186	1,212
-% of total received (ARRA's)	18.0%	20.0%	22.0%	23.7%	24.2%

Adoptable, Rescuable, Reclaimable Animals

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

Department: Sheriff's Office
Division\Program: Public Safety Grants
Program Administrator: Troy D. Berry, Sheriff
www.ccso.us

Account: 12 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$1,139,840	$1,124,170	$1,743,126	$1,250,070	($493,056)	-28.3%
Fringe Benefits	499,383	595,875	718,743	632,398	(86,345)	-12.0%
Operating Costs	164,533	133,992	539,453	156,074	(383,379)	-71.1%
Capital Outlay	74,468	0	51,775	60,700	8,925	17.2%
Total Expenditures	$1,878,223	$1,854,037	$3,053,097	$2,099,242	($953,855)	-31.2%

Changes and Useful Information:

- Due to the uncertain nature of grant funding, funds are budgeted upon award or carried over as appropriate. Therefore, the FY2024 budget is for the following grant programs: Child Support, Maryland Vehicle Theft, Byrne Justice Assistance, Heroin Coordinator, and Community Oriented Policing (COPS).The COPS grant expired and the officers associated with this program are now funded under the General Fund.
- 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 vigilant 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.

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 are 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:

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Sworn Officers	9.0	11.0	11.0	11.0	8.0
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**	**16.1**	**16.1**	**16.1**	**13.1**

Department: Sheriff's Office
Division\Program: Public Safety Grants
Program Administrator: Troy D. Berry, Sheriff

Account: 12 Fund
Fund: Special Rev.
Source: Grant

Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY23 Projected	FY24 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	498	449	572	422	485
# of writs/warrant/body attachment to be executed	237	91	185	171	171

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, as well as social distancing restrictions due to the COVID-19 pandemic.

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

Account: 49 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$128,260	$169,911	$525,984	$131,300	($394,684)	-75.0%
Fringe Benefits	2,147	0	18,045	0	(18,045)	-100.0%
Operating Costs	870,001	37,244	2,927,757	35,000	(2,892,757)	-98.8%
Capital Outlay	247,928	0	87,139	0	(87,139)	-100.0%
Total Expenditures	$1,248,336	$207,155	$3,558,925	$166,300	($3,392,625)	-95.3%

Changes and Useful Information:

- The FY2024 budget is for the Emergency Management Performance Grant (EMPG).
- The **Capital Outlay** decrease is due to one-time capital items which are budgeted upon grant award(s).
  -The FY2022 Actual and FY2023 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 as well as State Homeland Security Grant funds.
- Other emergency management grants approved throughout the year are amended accordingly which typically supports overtime, travel expenses and training, one-time programs, and capital expenses.

Description:

Emergency Management Performance Grant (EMPG) Program
The 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Allocation from General Fund	0.8	0.7	0.8	1.3	1.3
Total Full Time Equivalent	**0.8**	**0.7**	**0.8**	**1.3**	**1.3**

Department: Volunteer Fire Protection & Emergency Medical Services
Division\Program: Charles Co. Volunteer Fireman's Association (CCVFA) & 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

Account: 26 Fund
Fund: Spec. Rev
Source: Prop. Tax

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$30,015	$69,300	$69,300	$72,200	$2,900	4.2%
Agency Funding	14,732,158	14,557,106	14,557,106	15,450,300	893,194	6.1%
Total Expenditures	$14,762,173	$14,626,406	$14,626,406	$15,522,500	$896,094	6.1%

Changes and Useful Information:

- Increase in **Personal Services** is for support of the Mobile Data Terminal (MDT) Program.
- Increase in **Agency Funding** is the net result of increased property tax revenue allocation for FY2024.

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. Per County Code 54-1.1A, the fire, rescue, and emergency medical services tax is set at the rate of $6.40 per $100 of assessed value of all taxable real property other than operating real property of a public utility and $0.16 per $100 of assessed value of all personal property and operating real property of a public utility in Charles County. 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 1,100 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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$48,907	$0	$0	$0	$0	N/A
Operating Costs	78,986	84,500	84,500	84,500	0	0.0%
Capital Outlay	0	0	380,000	0	(380,000)	-100.0%
Total Expenditures	$127,893	$84,500	$464,500	$84,500	($380,000)	-81.8%

Changes and Useful Information:

- Decrease in **Capital Outlay** is due to one-time use of Sheriff's Office drug forfeitures funds in FY2023.

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 property.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Assistant State's Attorney	0.0	1.0	0.0	0.0	0.0
Total Full Time Equivalent	**0.0**	**1.0**	**0.0**	**0.0**	**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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$0	$38,000	$38,000	$0	($38,000)	-100.0%
Operating Costs	1,128	11,900	11,900	12,900	1,000	8.4%
Total Expenditures	$1,128	$49,900	$49,900	$12,900	($37,000)	-74.1%

Changes and Useful Information:

- **Personnel Services** decrease is a result of low towing program revenue which won't support a transfer.
- **Operating Cost** increase is for office supplies for the towing program.

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.

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

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
VICS Supervisor	1.0	1.0	0.0	0.0	0.0
VICS Specialist	2.0	1.0	0.0	0.0	0.0
Correctional Officer	0.4	0.4	0.0	0.0	0.0
Towing Program - Officer	0.0	0.0	0.4	0.0	0.0
Part-time positions	0.6	0.6	0.0	0.0	0.0
Total Full Time Equivalent	**4.0**	**3.0**	**0.4**	**0.0**	**0.0**

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	**FY2022 Actual**	**FY2023 Adopted**	**FY2023 Amended**	**FY2024 Adopted**	**$ Change FY2023 Amended**	**% Chg.**
Operating Costs	202,500	194,000	200,000	194,000	(6,000)	-3.0%
Capital Outlay	6,670	6,000	0	0	0	N\A
Total Expenditures	$209,170	$200,000	$200,000	$194,000	($6,000)	-3.0%

Changes and Useful Information:

- Decrease in **Operating Costs** is the result of aligning FY2024 expenses back to FY2023 adopted.
- Decrease 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.

In 2022 The Southern Maryland Criminal Justice Academy provided training for many different agencies. The Academy started two (2) police entry-level classes (PELTP Sessions 50 and 51). PELTP Session 50 graduated 21 recruits on September 2, 2022 (Recruit breakdown; Calvert: 4, Charles: 10, and St. Mary's: 7). PELTP 51 is scheduled to graduate 14 recruits on January 27, 2023 (Recruit breakdown; Calvert: 1, Charles: 7, and St. Mary's: 6 The Academy held two (2) Corrections Entrance Level Training Classes in 2022 (CELTP 67 and 68). CELTP 67 graduated 15 recruits on May 6. 2022 (Recruit breakdown; Calvert: 4, Charles: 3 and St. Mary's: 8). CELTP 68 graduated 12 recruits on December 2, 2022 (Recruit breakdown; Calvert: 2, Charles: 5 and St. Mary's: 5).

During 2022, the Academy provided In-Service training for 301 sworn officers. The breakdown is as follows; Calvert County - 137, Charles County - 0, St. Mary's County - 131, Riverdale Park Police - 23, and Capital Heights Police Department - 10.

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Director	1.0	1.0	0.0	0.0	0.0
Total Full Time Equivalent	**1.0**	**1.0**	**0.0**	**0.0**	**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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$520,331	$480,511	$705,900	$492,762	($213,138)	-30.2%
Fringe Benefits	0	0	6,716	0	(6,716)	N\A
Operating Costs	499,738	3,698	1,216,361	371,432	(844,929)	-69.5%
Capital Outlay	0	0	21,092	0	(21,092)	N\A
Debt Service	5,080	5,081	5,081	2,540	(2,541)	-50.0%
Total Expenditures	$1,025,149	$489,290	$1,955,150	$866,734	($1,088,416)	-55.7%

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 09/30/24 or later will be carried over to FY2024. Budget amendments are executed for the rollover funds.
- **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 were 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	0.3	0.3	0.3	0.3	0.3
Long Term Care Coordinator	0.4	0.4	0.4	0.4	0.4
Nutritionist	0.3	0.3	0.3	0.3	0.3
ADRC Program Specialist	0.3	0.3	0.3	0.3	0.3
Full Time Allocation	0.9	0.9	0.9	0.9	0.9
Part-time positions	3.3	3.3	3.3	3.3	3.3
Total Full Time Equivalent	**6.7**	**6.7**	**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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$361,570	$379,729	$441,207	$455,887	$14,680	3.3%
Fringe Benefits	11,564	21,950	26,182	32,860	6,678	25.5%
Operating Costs	259,619	246,479	350,639	324,165	(26,474)	-7.6%
Debt Service	5,080	5,081	5,081	2,540	(2,541)	-50.0%
Total Expenditures	$637,832	$653,239	$823,109	$815,452	($7,657)	-0.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** are inclusive of the FY2023 and FY2024 approved salary increases as well as the full year impact of an Aging & Disability Resource Center Program Specialist that was approved mid-year FY2023.
- **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.

Community Options Waiver (CO)
The CO 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:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Long Term Care Coordinator	0.7	0.7	0.7	0.7	0.7
Home & Community Based Srvcs Supervisor	1.0	1.0	0.0	0.0	0.0
Home & Community Based Srvcs Case Mgr	0.0	0.0	0.7	0.7	0.7
Long Term Care Program Specialist	0.2	0.2	0.2	0.2	0.2
Aging & Disability Resource Center Program Specialist	0.0	0.0	0.0	1.0	1.0
Part-time positions	3.2	3.2	4.2	4.2	4.2
Total Full Time Equivalent	**5.0**	**5.0**	**5.8**	**6.8**	**6.8**

Community Services

Department: Community Services — Account: 13 Fund
Division\Program: Housing Authority: Community Development Block Grant (CDBG) — Fund: Spec. Rev.
Program Administrator: Rita Wood, Chief of Housing Authority — Source: Grant
https://www.charlescountymd.gov/services/health-and-human-services/housing-services/housing-authority

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$19,838	$0	$0	$0	$0	N/A
Operating Costs	271,824	0	126,517	0	(126,517)	-100.0%
Agency Funding	691,430	0	518,498	0	(518,498)	-100.0%
Total Expenditures	$983,091	$0	$645,015	$0	($645,015)	-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 **FY2023 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 rental assistance in response to the COVID-19 pandemic and operating expenses for Angel's Watch.

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 for Community Development Block Grants (CDBG) since 1975. Because Charles County is not an entitlement county (one having a population of 200,000 or more), Charles County competes for funding with 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.

Rural Housing Preservation Grant
The Rural Housing Preservation Grant 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 — Account: 14 Fund
Division\Program: Housing Authority: Housing Choice Voucher Program — Fund: Spec. Rev.
Program Administrator: Rita Wood, Chief of Housing Authority — Source: Grant
https://www.charlescountymd.gov/services/health-and-human-services/housing-services/housing-authority

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$775,687	$858,700	$858,700	$916,500	$57,800	6.7%
Fringe Benefits	237,749	232,700	232,700	267,800	35,100	15.1%
Operating Costs	8,999,149	8,994,840	8,994,840	9,483,040	488,200	5.4%
Total Expenditures	$10,012,585	$10,086,240	$10,086,240	$10,667,340	$581,100	5.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- The County administers 740 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 and administers a tenant-based Housing Choice Voucher (HCV) Program. This U.S. Department of Housing and Urban Development (HUD) HCV program allows extremely-low and very-low income persons to choose and lease safe, decent, and affordable rental housing using a rental voucher issued by the Housing Authority. Some participants may qualify for home purchase through the program as well.

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 extremely-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.

Positions:

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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 Inspector Supervisor	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	0.0	0.0	0.0	0.5	0.5
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
Portability Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**10.2**	**10.2**	**10.2**	**10.7**	**10.7**

Objectives & Measurements:

See General Fund - Community Services for listing of all Objectives & Measurements regardless of funding source.

Community Services

Department: Community Services
Division\Program: Housing Authority: State 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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Operating Costs	$1,497	$404,500	$981,037	$404,500	($576,537)	-58.8%
Total Expenditures	$1,497	$404,500	$981,037	$404,500	($576,537)	-58.8%

Changes and Useful Information:

- **Operating Costs** decrease is due to one-time loans and grant awarded in FY2023 under the Maryland Housing Rehabilitation Program (MHRP) and Accessible Homes for Seniors Program (AHSP).

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 plumbing. 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.

Department: Community Services
Division\Program: Housing Authority: Community Development Administration
Program Administrator: Rita Wood, Chief of Housing Authority

Account: 19 Fund
Fund: Spec. Rev.
Source: Grant

https://www.charlescountymd.gov/services/health-and-human-services/housing-services/housing-authority

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$53,854	$0	$103,866	$0	($103,866)	-100.0%
Fringe Benefits	9,335	0	17,533	0	(17,533)	-100.0%
Operating Costs	435	0	0	0	0	N/A
Operating Contingency	0	0	143,069	0	(143,069)	-100.0%
Agency Funding	7,458,355	0	2,168,691	0	(2,168,691)	-100.0%
Total Expenditures	$7,521,979	$0	$2,433,159	$0	($2,433,159)	-100.0%

Changes and Useful Information:

- 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.

Description:

In May of 2021, the Housing Authority was awarded an Emergency Rental Assistance Program (ERAP) grant in the amount of $5,897,393 to provide assistance for those facing housing insecurity due to the COVID-19 pandemic. A second round of $4,057,745 in funding was awarded in March of 2022. Funds are utilized for eviction prevention, utility assistance, legal assistance, and housing stability services. The County is passing these funds through to four organizations providing the services. The remainder of funds is for the County for administration of the program. This program is funded under the American Rescue Plan. Any unspent funds as of the close of FY2023 will be carried over to FY2024.

Social Services

Department: Circuit Court
Division\Program: Child Support/Judicial Grants
Program Administrator: Honorable H. Jay West, County Administrative Judge
https://www.charlescountymd.gov/government/other-agencies/circuit-court

Account: 5 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$444,413	$559,372	$852,338	$702,459	($149,879)	-17.6%
Fringe Benefits	152,204	275,981	466,901	347,475	(119,426)	-25.6%
Operating Costs	353,114	713,393	1,399,129	401,958	(997,171)	-71.3%
Operating Contingency	0	0	4,407	16,701	12,294	279.0%
Capital Outlay	40,318	0	8,200	0	(8,200)	-100.0%
Total Expenditures	$990,048	$1,548,746	$2,730,975	$1,468,593	($1,262,382)	-46.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases and full year impact of Adult Drug Court Case Manager for FY2024, which are being offset by turnover.
- **Operating Costs** decrease is due to one-time grants awarded in FY2023 that are not budgeted in FY2024. 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** is to cover any revenue shortfalls and/or expenditure overages.
- Decrease in **Capital Outlay** is due to one-time FY2023 capital items.

Description:

Child Support

Family Magistrates are appointed by the Administrative Judge of the Circuit Court for Charles County pursuant to Maryland Rule 16-807. Operating pursuant to a cooperative agreement with the MD Department of Human Services Child Support 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 a family law self-help attorney. These program provide invaluable services to the children and families in Charles County.

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 Maryland Judiciary's Office of Problem-Solving Courts and through a federal grant via the 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.

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

Adult Drug Court

In FY23, the Circuit Court was awarded a multi-year Adult Drug Court Discretionary Grant from the Department of Justice to assist in establishing an Adult Drug Court program that adheres to the best practice standards established by the National Association of Drug Court Professionals (NADCP). The identified goals and objectives within the funding agreement will enable Adult Drug Court participants access to appropriate treatment, linkages to ancillary services, and reduce the likeliness of recidivism.

Court Researcher

Charles County Circuit Court is one of seven Maryland jurisdictions invited to apply for the Maryland Judiciary's Research and Analysis Trial Court Researcher Grant. The award funds the personnel costs for a Court Researcher and some associated operating costs. To further public access to justice, and promote data-driven decisions, the Court Researcher collects state and regional data, performs analyses, draws conclusions, and compiles findings to evaluate various court programs' performance and to gauge public satisfaction with the court.

Positions:	**FY20**	**FY21**	**FY22**	**FY23**	**FY24**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Court Researcher	0.0	1.0	1.0	1.0	1.0
Drug Court Coordinator	0.8	0.8	0.8	0.8	0.8
Adult Drug Court Case Manager	0.0	0.0	0.0	0.8	1.0
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
Drug Court Case Manager	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
Domestic Relations Case Manager	1.0	1.0	1.0	1.0	1.0
Courtroom Clerk	1.0	1.0	1.0	1.0	1.0
Family Law Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Total Full time Equivalent	**8.8**	**9.8**	**9.8**	**10.5**	**10.8**

Objectives & Measurements:	**FY20 Actual**	**FY21 Actual**	**FY22 Actual**	**FY23 Projected**	**FY24 Estimated**
Child Support					
Objective: Establishment and enforcement of paternity and support orders.					
Family Magistrates Office					
% to be dispositioned for cases scheduled	83%	78%	92%	95%	95%

During portions of FY20 and FY21, the Court and the Department of Human Resources were closed to the public or observing reduced operations. Cases already scheduled on the docket had to be cancelled and rescheduled. This resulted in reduced disposition rate performance.

Social Services

Department: Community Services
Division\Program: Charles County Advocacy Council for Children, Youth, & Families
Program Administrator: Dina Barclay, Director of Community Services

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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$178,163	$193,671	$226,758	$208,966	($17,792)	-7.8%
Fringe Benefits	42,363	41,146	41,892	46,799	4,907	11.7%
Operating Costs	151,652	59,086	328,842	179,313	(149,529)	-45.5%
Agency Funding	444,235	648,674	498,762	495,262	(3,500)	-0.7%
Operating Contingency	0	0	0	15,115	15,115	NEW
Total Expenditures	$816,413	$942,577	$1,096,254	$945,455	($150,799)	-13.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases.
- The decrease in **Operating Costs** is due to multiple one-time grants budgeted in FY2023. Any unspent balance on the Connective Devices Equipment Grant will be carried over to FY2024.
- **Agency Funding** increase is due to realignment of Community Partnership funding in FY2024.
- The increase in **Operating Contingency** is for additional support for Local Management Board Administration.

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 and 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	0.0	0.0	0.0
LMB Program Specialist	1.0	1.0	1.0	1.0	1.0
Local Care Team Coordinator	1.0	1.0	0.0	0.0	0.0
Part-time positions	0.0	0.0	0.6	0.6	0.6
Total Full Time Equivalent	**3.6**	**3.6**	**2.9**	**2.9**	**2.9**

Objectives & Measurements:

	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Projected	FY24 Estimated
Objective: In accordance with the CCACCYF Strategic Plan, continually monitor progress in implementing developed programs.					
Grant/funding applications submitted	4	4	4	4	4
Grant/funding applications approved	4	4	4	4	4
Vendor / Subrecipient contracts executed	9	9	9	10	10
Program improvement plans reviewed	2	2	0	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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$379,389	$394,800	$394,800	$471,700	$76,900	19.5%
Fringe Benefits	109,231	105,000	105,000	132,000	27,000	25.7%
Operating Costs	7,192,517	8,126,099	8,332,544	9,993,196	1,660,652	19.9%
Operating Contingency	0	100	100	0	(100)	-100.0%
Capital Outlay	407,063	220,800	240,934	1,074,260	833,326	345.9%
Total Expenditures	$8,088,200	$8,846,799	$9,073,378	$11,671,156	$2,597,778	28.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2023 and FY2024 approved salary increases and an additional Transit Specialist due to growth and increased ridership. This position would work with the schools and communities to promote VanGO services through various marketing strategies and would oversee promotional items, the VanGO website and all marketing materials produced. This position will develop ways to obtain consistent feedback from VanGO riders to gauge how the services are being received. Additional duties will include working with Transit staff to provide oversight of any contracted services.
- **Operating Costs** increase is per contractual agreement and increased ridership for the ADA program as well as preventative maintenance.
- **Operating Contingency** was to cover any revenue shortfalls and/or expenditure overages.
- **Capital Outlay** includes replacement of three (3) specialized paratransit buses, four (4) light duty fixed route buses, and repower of five (5) medium duty fixed route buses which will be funded with transit program fund balance. Capital 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.

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 five (5) 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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 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	3.0
Total Full Time Equivalent	**4.0**	**4.0**	**4.0**	**4.0**	**5.0**

Planning and Growth Management

Department: Planning and Growth Management
Division\Program: Planning/Agricultural Preservation
Program Administrator: Charles Rice, Planning Director

Account: 23 Fund
Fund: Special Rev.
Source: Prop. Tax

https://www.charlescountymd.gov/government/planning-and-growth-management/preservation-and-long-range-planning/agricultural-and-land-preservation

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Personal Services	$10,594	$29,200	$29,200	$29,200	$0	0.0%
Operating Costs	558,292	2,000	302,000	2,000	(300,000)	-99.3%
Total Expenditures	$568,886	$31,200	$331,200	$31,200	($300,000)	-90.6%

Changes and Useful Information:

- Operating Costs is for the annual audit required by the Annotated Code of Maryland, Tax-Property Article, Sections 13. The decrease in **Operating Costs** is due to one-time use of Tobacco Land Preservation Funds in FY2023 which were 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:

Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Agricultural Planner IV	0.1	0.1	0.2	0.3	0.3
Total Full Time Equivalent	**0.1**	**0.1**	**0.2**	**0.3**	**0.3**

Planning and Growth Management

Department: Planning and Growth Management
Division\Program: Planning Grants
Program Administrator: Charles Rice, Planning Director

Accounts: 4 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Operating Costs	$34,008	$0	$28,671	$0	($28,671)	-100.0%
Miscellaneous	278,656	0	28,509	0	(28,509)	-100.0%
Total Expenditures	$312,664	$0	$57,180	$0	($57,180)	-100.0%

Changes and Useful Information:

- The decrease in **Operating Costs** is due to one-time grants which if appropriate are carried over to the next fiscal year. Budget Amendments are executed for the rollover funds and any new grant awards.

Description:

Community Economic Adjustment Assistance for Responding to Threats to the Resilience of a Military Installation

The overall purpose of this grant is to assist communities to develop strategies to protect resources necessary to enhance resilience of military installations, defined as the capability of a military installation to avoid, prepare for, minimize the effect of, adapt to, and recovery from extreme weather events, or from anticipated or unanticipated changes in environmental conditions, that do, or have the potential to adversely affect military installation or essential transportation, logistical, or other necessary resources outside of the military installation that are necessary in order to maintain, improve, or rapidly re-establish installation mission assurance and mission-essential functions. Funds support an in-depth climate and infrastructure resilience study for the Naval Support Facility Indian Head.

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

Positions:	FY20	FY21	FY22	FY23	FY24
Title	FTE	FTE	FTE	FTE	FTE
Planners Hours	0.1	0.0	0.0	0.0	0.0
Total Full Time Equivalent	**0.1**	**0.0**	**0.0**	**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	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Operating Costs	$99,960	$150,000	$150,000	$150,000	$0	0.0%
Total Expenditures	$99,960	$150,000	$150,000	$150,000	$0	0.0%

Changes and Useful Information:

- No change in **Operating Costs** is anticipated for FY2024.

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.explorecharlescounty.com/home-tourism

Account: 39 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Operating Costs	$38,932	$38,932	$506,464	$506,000	($464)	-0.1%
Total Expenditures	$38,932	$38,932	$506,464	$506,000	($464)	-0.1%

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.

Economic Development

Department: Economic Development
Division\Program: Economic Development Loan Programs
Program Administrator: Kelly Robertson-Slagle, Director of Economic Development
www.meetcharlescounty.com

Account: 09 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2023 Amended	FY2024 Adopted	$ Change FY2023 Amended	% Chg.
Operating Costs	$145,844	$275,000	$275,000	$275,000	$0	0.0%
Agency Funding	20,000	0	0	0	0	N/A
Total Expenditures	$165,844	$275,000	$275,000	$275,000	$0	0.0%

Changes and Useful Information:

- **Operating Costs** for FY2024 is based on FY2023 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.

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 developer infrastructure bonds, and new school construction bonds.

Long-term note receivables provide the County with a funding source for the hospital and developer. 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. The County began tracking an Energy Lease Improvement Program in FY2021. It is budgeted after adoption based on prior year spending and balance of funds.

		FY22 Actual	FY23 Budget	FY24 Budget	$ Change from FY23	% Change
School Construction Excise Tax						
Revenues:	Interest Income	$1,059,430	$1,181,500	$1,145,800	($35,700)	-3.0%
	Miscellaneous	10,353,745	10,906,000	11,862,900	956,900	8.8%
Total Operating Revenue		$11,413,175	$12,087,500	$13,008,700	$921,200	7.6%
Fund Balance Appropriation		0	995,500	0	(995,500)	N\A
Total Revenues		$11,413,175	$13,083,000	$13,008,700	($74,300)	-0.6%
Expenses:	Debt Service	$11,726,204	$12,903,600	$11,960,600	($943,000)	-7.3%
	Other Service	43,092	179,400	179,400	0	0.0%
	Operating Contingency	0	0	868,700	868,700	N\A
Total Expenses		$11,769,297	$13,083,000	$13,008,700	($74,300)	-0.6%
Variance		($356,122)	$0	$0	$0	
U.S. Homes Corporation						
Revenues:	Interest Income	$242,818	$155,600	$113,400	($42,200)	-27.1%
	Miscellaneous	1,569,047	1,406,100	1,164,500	(241,600)	-17.2%
Total Revenues		$1,811,865	$1,561,700	$1,277,900	($283,800)	-18.2%
Expenses:	Debt Service	$1,864,031	$1,561,700	$1,277,900	($283,800)	-18.2%
Variance		($52,166)	$0	$0	$0	
Capital Asset Financing						
Revenues:						
	Proceeds from Leases	$2,255,888	$2,579,200	$2,206,800	($372,400)	-14.4%
Total Revenues		$2,255,888	$2,579,200	$2,206,800	($372,400)	-14.4%
Expenses:	Capital Outlay	$1,576,619	$2,579,200	$2,206,800	($372,400)	-14.4%
Variance		$679,270	$0	$0	$0	

Debt Service Fund

	FY22 Actual	FY23 Budget	FY24 Budget	$ Change from FY23	% Change
Energy Lease					
Revenues: Interest Income	685	0	0	0	N\A
Miscellaneous	37,179	0	0	0	N\A
Total Revenues	$37,864	$0	$0	$0	N\A
Expenses: Capital Outlay	$432,620	$0	$0	$0	N\A
Variance	($394,756)	$0	$0	$0	
Miscellaneous					
Revenues: Interest Income	$79	$0	$0	$0	N\A
Miscellaneous	369	0	0	0	N\A
Total Revenues	$448	$0	$0	$0	N\A
Expenses: Debt Service	$0	$0	$0	$0	N\A
Variance	$448	$0	$0	$0	
TOTAL DEBT SERVICE FUND					
Total Revenues	$15,519,240	$17,223,900	$16,493,400	($730,500)	-4.2%
Total Expenses	$15,642,566	$17,223,900	$16,493,400	($730,500)	-4.2%
Variance	**($123,326)**	**$0**	**$0**	**$0**	
Less Non-Spendable Fund Balance reduction	($1,569,047)				
Net change in Fund Balance	**($1,692,373)**				

Personnel

PERSONNEL/SERVICE LEVEL CHANGES

The following graph presents the personnel history for Charles County Government from Fiscal Year 2020 through Fiscal Year 2024. A detailed 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.

Between FY2020 to FY2024, the authorized strength is increasing to improve service levels in targeted areas of county government such as Public Safety. The authorized strength has risen by 162.7 full time equivalent positions since the end of Fiscal Year 2020.

The Fiscal Year 2024 authorized strength for all departments is 1,864.2 full time equivalent positions. Compared to the previous fiscal year, the authorized strength increased by a net full-time equivalency of 50.5 which includes 22.3 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 2024 as follows:</u>

- The following positions were approved for the Sheriff's Office: two new Sworn Officer positions to maximize the Sheriff's Office ability to be more proactive in their policing, a Digital Forensic Analyst to improve the efficiency of the Digital Forensic Unit, and an Application/Web Developer to expedite the development of websites and applications. In addition, a part time Special Projects Coordinator was upgraded to full time reduced hour to help address the increasing demand the agency has for the development of graphics such as flyers and for social media.
- Eighteen new positions were approved under the Department of Emergency Services. Sixteen Emergency Medical Technicians to support ambulance service throughout the County. These positions were approved to assist in filling in the gaps of coverage that may occur during high call volume. Two EMS Supply Technicians which will manage capital equipment, medical supplies, and uniforms were also approved.
- The Circuit Court had funding for a new Assignment Clerk position approved. This will help the court manage the circuit court's hearing docket and other court-related events fundamental to the daily operation of the Assignment Office.
- Four positions were approved for the Department of Public Works - Facilities. A DPW Management Support Coordinator that will help oversee recruitment, training, and disciplinary processes. An Assistant to the Director of DPW position that will help prepare materials for presentations, assist with administrative projects, and prepare reports for the director. Also, to provide better customer service and to assist with site maintenance and safety protocols, two Recycling Site Attendants were approved.
- To assist with strengthening the monitoring and recording of financial transactions the Department of Fiscal and Administrative Services has been approved for an Accounting Specialist position. In addition, an I.T. Technology Support Specialist to assist with the implementation of new hardware and software, as well as new security enhancements to meet the needs of county operations was approved. Due to the growth in the county, a new Utility Billing Specialist position was upgraded from part time to full time to support the Water and Sewer Billing Office.

PERSONNEL/SERVICE LEVEL CHANGES

- Planning and Growth Management (PGM) workload has been growing. This department was approved for nine new positions. Two Planner I positions were approved to help alleviate the workload of existing staff. One of these positions will assist the Climate Resiliency and Sustainability Officer. To assist the chief of the Infrastructure Management division an Assistant to the Chief of Infrastructure position was approved. In addition, four positions, a Code Inspection and Enforcement Officer Supervisor, a Code and Inspection and Enforcement Officer and two Inspection Technicians were also approved to assist the department in ensuring permit compliance. A Systems Analyst position was approved to support Energov, the County's permitting software and other PGM applications. Finally, a Transit Specialist position was approved which will work with schools and communities to promote VanGo services.

- To comply with the Charles County Disparity Study and to establish an enforceable contract compliance training program, a MWBE/DBE Compliance Manager position was added to the Economic Development Department.

- The Department of Public Works - Utilities has added two new Environmental Operator Trainees. These positions will assist with the maintenance and repairs of a variety of mechanical and electrical equipment that support the County's water and sewer system. In addition, a Maintenance Technician was added to support the sewer pump stations and an Engineer position to assist with projects and to ensure compliance with federal and state regulations.

- To support CCGTV broadcast upgrades, hybrid meeting capacity for all Boards and Commissions, expanded programming, and digital access for the public, a Video Production Specialist was increased from part-time to full-time in the County Administrator's Office.

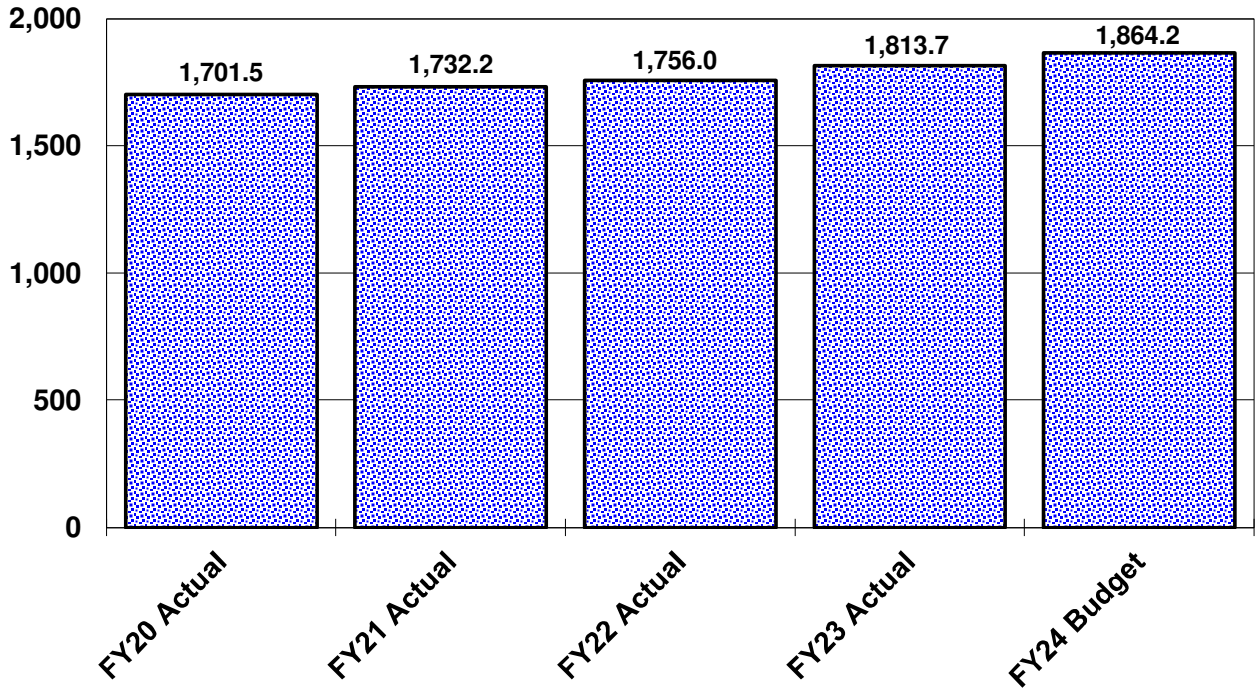
- During the budget process the Commissioners added a new Communications Coordinator position to the Commissioners' Office Administration. This position will assist the Commissioners with writing and disseminating newsletters, drafting letters, talking points, and other communication type work.

- Also, during the budget process, a Security Technology Specialist was added to the Central Services Department by the Commissioners to assist with monitoring cameras and other security related duties to ensure the safety of both employees and citizens.

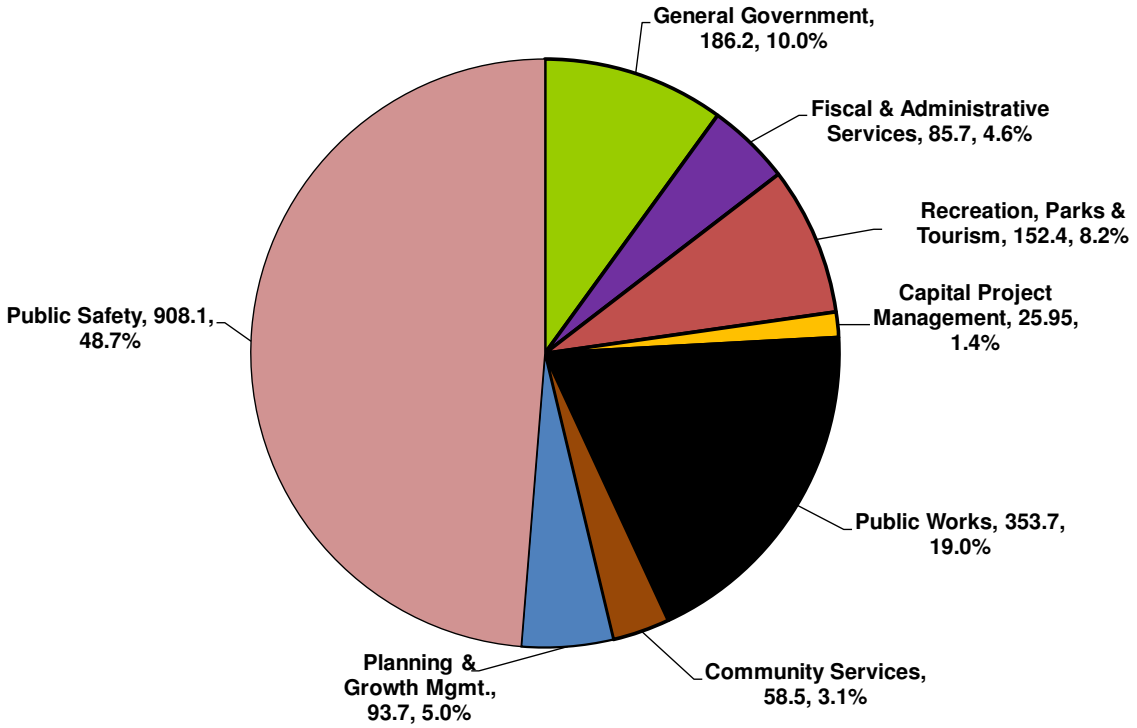
- Three positions were approved for the Department of Recreation, Parks and Tourism. This department is one of the highest employers of part time employees as well as the highest employer of youth in Charles County. With such a high volume of new hires, a new Personnel Specialist, which will be dedicated to handling all the processes and procedures related to the hiring process was approved. To assist the Parks and Grounds Division an Administrative Associate position was approved which will allow management to focus on core duties. A Planning and Development Supervisor position was approved to assist with managing the department's capital projects and additional part time funding was provided in support of Chapel Point Park.

- A Recruiter position was approved for Human Resources because the volume of recruitment has increased and to ensure that departments are provided the support they need during the recruitment process.

TOTAL PERSONNEL



FY24 PERSONNEL BY FUNCTION



CHARLES COUNTY GOVERNMENT
PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY20 YEAR END	FY21 YEAR END	FY22 YEAR END	FY23 YEAR END	FY24 APPROVED
TOTAL PERSONNEL					
Total Full Time Personnel	1,525.3	1,556.3	1,579.8	1,640.6	1,692.6
Total Part Time Personnel	176.2	175.9	176.2	173.1	171.6
TOTAL PERSONNEL	**1,701.5**	**1,732.2**	**1,756.0**	**1,813.7**	**1,864.2**
COUNTY DEPARTMENTS					
COMMUNITY SERVICES					
Administration	7.6	7.6	6.6	7.6	7.6
Aging and Senior Programs	34.8	34.8	35.8	36.8	36.8
Housing Authority	14.0	14.0	14.0	14.0	14.0
	56.5	56.5	56.5	58.5	58.5
COUNTY ADMINISTRATOR'S OFFICE					
County Administrator	5.0	4.0	5.7	6.7	6.7
Internal Audit	2.0	2.0	2.0	2.0	2.0
Commissioner Office Administration	9.0	9.0	8.0	8.0	9.0
Central Services	7.8	7.8	8.8	9.8	10.8
Media	10.8	10.8	10.3	10.3	10.6
	34.6	33.6	34.8	36.8	39.1
COUNTY ATTORNEY'S OFFICE	11.0	11.0	11.0	12.0	12.0
COUNTY COMMISSIONERS	5.0	5.0	5.0	5.0	5.0
ECONOMIC DEVELOPMENT	10.6	10.6	11.0	11.5	12.5
EMERGENCY SERVICES					
Administration	4.3	4.3	6.3	6.3	6.3
Animal Shelter	18.4	18.4	18.4	18.4	18.4
Animal Control	6.0	6.0	7.0	7.0	7.0
Fire/EMS Communications	36.7	36.7	36.7	36.7	36.7
Emegency Management	2.0	2.0	1.0	1.0	1.0
Emergency Medical Services	102.8	115.8	115.8	125.8	143.8
False Alarm Reduction Unit	2.0	2.0	2.0	2.0	2.0
	172.3	185.3	187.3	197.3	215.3
FISCAL & ADMINISTRATIVE SERVICES					
Administration	2.2	2.2	2.2	2.2	2.2
Accounting/Payroll	11.5	11.5	12.5	12.8	13.8
Budget and Financial Planning	5.5	5.5	6.5	7.5	7.5
Information Technology	26.2	28.5	28.5	29.5	31.5
Purchasing	7.0	7.0	7.0	7.0	7.0
Treasury	13.5	13.5	13.5	13.5	13.5
Water & Sewer Billing	9.3	9.3	10.0	10.0	10.3
	75.1	77.4	80.1	82.4	85.7

CHARLES COUNTY GOVERNMENT
PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY20 YEAR END	FY21 YEAR END	FY22 YEAR END	FY23 YEAR END	FY24 APPROVED
HUMAN RESOURCES					
Administration	9.4	10.4	10.4	12.4	13.4
Summer Intern Program	3.1	3.1	3.1	3.1	3.1
	12.5	13.5	13.5	15.5	16.5
PLANNING & GROWTH MANAGEMENT					
Administration	6.1	7.1	17.1	17.1	17.1
Codes, Permits & Inspections Services	38.1	38.1	28.1	19.1	23.1
Transit	5.0	5.0	5.0	5.0	6.0
Planning	28.5	28.5	31.5	32.5	34.5
Infrastructure Management	0.0	0.0	0.0	12.0	13.0
	77.7	78.7	81.7	85.7	93.7
CAPITAL PROJECT MANAGEMENT					
Administration	0.0	0.0	4.0	4.0	4.0
Capital Services	0.0	0.0	9.0	9.0	9.0
Technical Support	0.0	0.0	13.0	13.0	13.0
	0.0	0.0	26.0	26.0	26.0
PUBLIC WORKS					
Facilities:					
Administration	11.7	11.0	11.0	11.7	13.7
Building & Trades	63.4	63.4	63.4	64.8	64.8
Landfill Operations	32.0	35.0	35.0	35.0	35.0
Roads	41.0	41.0	41.0	42.0	42.0
Recycling Operations	31.1	32.2	32.2	35.6	37.6
Fleet and Inventory Management	11.8	12.5	12.7	12.0	12.0
Subtotal Facilities	191.0	195.1	195.3	201.1	205.1
Utilities					
Water	42.6	47.0	46.8	47.1	48.3
Sewer	50.6	53.2	51.4	51.7	52.6
Mattawoman	36.3	37.3	38.4	38.7	40.7
Capital Projects	22.0	23.0	0.0	0.0	0.0
Meters	7.1	7.1	7.1	7.1	7.1
Subtotal Utilities	158.6	167.6	143.6	144.6	148.6
Public Works Grand Total	349.6	362.7	338.9	345.7	353.7
RECREATION, PARKS, & TOURISM					
Administration	6.0	6.0	8.0	9.0	14.5
Recreation	71.2	71.9	69.9	70.9	69.9
Parks and Grounds	58.4	58.4	59.4	60.4	59.6
Tourism	7.5	7.5	7.5	8.5	8.5
	143.2	143.8	144.8	148.8	152.4
Total Full Time Personnel	791.8	822.8	835.0	874.0	920.0
Total Part Time Personnel	156.1	155.2	155.6	151.1	150.3
TOTAL COUNTY DEPARTMENTS	**947.9**	**978.0**	**990.6**	**1,025.1**	**1,070.3**

CHARLES COUNTY GOVERNMENT
PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY20 YEAR END	FY21 YEAR END	FY22 YEAR END	FY23 YEAR END	FY24 APPROVED
OUTSIDE AGENCIES					
CIRCUIT COURT	27.2	27.2	28.2	30.5	31.5
STATE'S ATTORNEY OFFICE	53.0	52.0	58.0	64.0	64.0
SHERIFF					
Sheriff's Office:					
Sheriff	1.0	1.0	1.0	1.0	1.0
Uniformed Officers	315.0	317.0	319.0	319.0	321.0
Office of the Sheriff	6.0	6.0	6.0	6.0	6.0
Executive Services Division	6.6	6.6	6.6	6.6	6.9
Administrative Services Division	18.5	18.5	18.6	19.6	19.6
Criminal Investigations Division	18.2	18.2	19.2	21.2	22.2
Communications	20.9	20.9	20.9	20.9	20.9
Station Clerks	22.0	22.0	22.0	24.0	24.0
Records Management	11.6	11.6	11.6	11.6	11.6
Management Information System	13.0	12.0	13.0	13.0	14.0
Patrol Division	1.0	1.0	1.0	1.0	1.0
Special Operations Division	10.8	10.8	10.8	12.7	12.7
Court Security	24.0	25.0	25.0	28.0	28.0
Judicial Services	21.2	20.2	20.2	20.2	20.2
Property Management	13.1	14.1	14.2	15.2	15.2
Training Division	6.8	6.8	6.9	6.9	6.9
Body Worn Camera	0.0	0.0	0.0	3.0	3.0
Subtotal Sheriff's Office	509.8	511.8	516.2	530.0	534.3
Detention Center					
Administration	2.0	2.0	2.0	2.0	2.0
Correctional Officers	145.0	145.0	145.0	145.0	145.0
Classified Personnel	11.6	11.6	11.6	11.6	11.6
Subtotal Detention Center	158.6	158.6	158.6	158.6	158.6
Sheriff Grand Total	668.4	670.4	674.7	688.5	692.8
SOIL CONSERVATION	5.0	4.6	4.6	5.6	5.6
Total Full Time Personnel	733.5	733.5	744.8	766.6	772.6
Total Part Time Personnel	20.1	20.7	20.7	22.0	21.4
TOTAL OUTSIDE AGENCIES	**753.6**	**754.1**	**765.5**	**788.6**	**793.9**

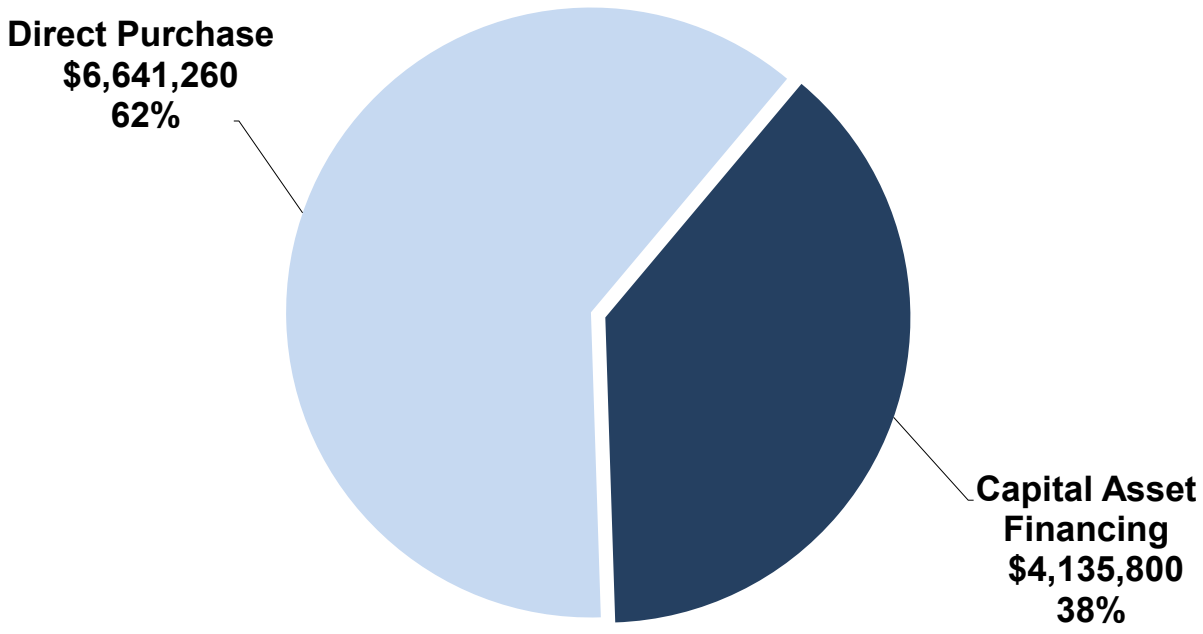
Vehicles & Equipment

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Total General Fund	$5,694,500	$3,487,700	$482,000
Total Transportation Fund	1,074,260	1,074,260	0
Total Inspection Services	120,000	0	26,200
Total Solid Waste	940,000	940,000	0
Total Water & Sewer Operations	1,809,000	0	395,000
Total Environmental Services Operations Fund	677,500	677,500	0
Total Cable TV/I-Net Fund	461,800	461,800	0
Total All Funds	$10,777,060	$6,641,260	$903,200

Capital Asset Financing 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 asset financing as an alternative to match equipment needs with financial limitations.



FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
General Fund			
Fiscal & Administrative Services			
I.T. - Network			
FOR ECONOMIC DEVELOPMENT			
Business Office Color Copier/Printer/Scanner	13,800		3,000
To replace the two old printers and scanner for the department and to replace it with an all in one machine that will be capable to handle large scale color coping, scanning and printing jobs.			
Total Fiscal & Administrative Services	**13,800**	**0**	**3,000**
Public Works - Facilities			
Building & Trades			
SUV (Hybrid)	65,000		14,200
Replacing B-02, a 2005 with 94,566 miles - vehicle has met the age/mileage requirement for replacement. B-02 is a pickup truck; requesting to replace the truck with a hybrid SUV.			
Van (Hybrid)	65,000		14,200
Replacing B-17, a 2007 with 106,259 miles - vehicle has met the age/mileage requirement for replacement.			
SUV (Hybrid)	60,000		13,100
Replacing B-61, a 2006 with 41,163 miles - vehicle has met the age/mileage requirement for replacement. B-61 is a pickup truck; requesting to replace the truck with a hybrid SUV.			
SUV (Hybrid)	60,000		13,100
Replacing B-62, a 2006 with 57,385 miles - vehicle has met the age/mileage requirement for replacement. B-62 is a pickup truck; requesting to replace the truck with a hybrid SUV.			
SUV (Hybrid)	60,000		13,100
Replacing B-76, a 2008 with 78,124 miles - vehicle has met the age/mileage requirement for replacement. B-76 is a pickup truck; requesting to replace the truck with a hybrid SUV.			
SUV (Hybrid)	60,000		13,100
Replacing B-80, a 2008 with 62,862 miles - vehicle has met the age/mileage requirement for replacement.			
Van (Hybrid)	65,000		14,200
Replacing B-23, a 2008 with 124,000 miles - vehicle has met the age/mileage requirement for replacement and repairs are costly.			
Van (Hybrid)	65,000		14,200
Replacing B-27, a 2008 with 143,000 miles - vehicle has met the age/mileage requirement for replacement and repairs are costly.			
Van	66,000		14,400
Replacing B-60, a 2005 with over 21,000 miles - vehicle has met the age/mileage requirement for replacement and repairs are costly.			
Total Building and Trades	***566,000***	***0***	***123,600***

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Roads			
4x4 Crew Cab w/ Utility Body and Snow Equipment	90,000		19,700
Replacing R-149, a 2013 with 150,000 miles - truck meets replacement policy of 10 years/150,000 miles. Truck and frame are rusted from salt exposure.			
4x4 Crew Cab w/ Utility Body and Snow Equipment	90,000		19,700
Replacing R-151, a 2013 with 150,000 miles - truck meets replacement policy of 10 years/150,000 miles. Truck and frame are rusted from salt exposure.			
Sweeper	125,000		27,300
Replacing R-108, a 2005 with 700 hours - has exceeded life expectancy and is unreliable.			
Roller	90,000		19,700
Replacing R-104, a 2005 with 1,262 hours - has exceeded life expectancy and is unreliable.			
Total Roads	***395,000***	***0***	**86,400**
Total Public Works - Facilities	**961,000**	**0**	**210,000**
Recreation, Parks, and Tourism			
Recreation			
Metal Storage Building	45,000	45,000	
Replacing 2 Sea Lockers - The current sea lockers are old, rusted out and leaking. Metal storage unit is needed to store recreation equipment and program supplies that are currently housed in sea lockers at Elite Gymnastics. This storage unit will be climate controlled to preserve the equipment and supplies.			
Total Recreation	***45,000***	***45,000***	***0***
Turkey Hill Park			
Truck 4x4	56,000		12,200
Replacing P-55, a 2012 with 98,400 miles - poor condition and high maintenance.			
Parks and Grounds			
Tractor 4x4 w/Cab	49,850		10,900
Replacing PM-21, a 2004 with 2,675 hours - Poor condition and, high maintenance.			
Rotary Cutter Mower	8,750		1,900
Replacing PBH-2, a 2006 - Past its life cycle.			
Truck 4x4	56,000		12,200
Replacing P-50, a 2008 - Replacement was approved in FY2022 budget, but due to manufacturing delays and ordering restrictions was unable to purchase.			
Truck 4x4	56,000		12,200
Replacing P-51, a 2008 - Replacement was approved in FY2022 budget, but due to manufacturing delays and ordering restrictions was unable to purchase.			

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Truck 4x4	56,000		12,200
Replacing P-39, a 2003 - Replacement was approved in FY2022 budget, but due to manufacturing delays and ordering restrictions was unable to purchase.			
Truck 4x4	56,000		12,200
Replacing P-49, a 2006 - Replacement was approved in FY2022 budget, but due to manufacturing delays and ordering restrictions was unable to purchase.			
White Plains Golf Course			
Truck 4x4 w/Plow	58,000		12,700
Replacing P-08, a 2004 with 45,637 miles - Poor condition.			
Reel Mower	115,000		25,100
Replacing FW-2, a 2002 with 3,651 hours - Past its life cycle and high maintenance.			
Utility Vehicle	10,000		2,200
Replacing Workhorse #1, a 2002 - Past its life cycle and in poor condition.			
Utility Vehicle	10,000		2,200
Replacing Workhorse #2, a 2002 - Past its life cycle and in poor condition.			
Gilbert Run Park			
Utility Vehicle 4x2	14,000		3,100
Replacing PUV-32, a 2013 with 2,302 hours - Old and high maintenance.			
White Plains Park			
Tractor	27,000		5,900
Replacing PM-25, a 1998 with 4,100 hours - old tractor and in poor condition.			
Laurel Springs Park			
Truck 4x4	56,000		12,200
Replacing P-23, a 2005 with 86,961 miles - 17 year old truck and in poor condition.			
Ruth B. Swann Park			
Maintenance Building - 24'x26'	12,000	12,000	
Replacing 1 Sea Locker and Metal Shed - both are outdated and unsafe for storing equipment and materials.			
Bryantown Soccer			
Maintenance Building - 30'x60'	26,500	26,500	
Replacing 3 Sea Lockers - All are outdated, floors are rotten and roof is leaking.			
Oakridge Park			
Maintenance Building - 30'x60'	26,500	26,500	
Replacing 3 Sea Lockers - All are old, rusted, and in poor condition.			
Mower	5,400		1,200
Replacing PBH-6, a 2009 - Past its life cycle.			

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
IH/WP Trail			
Tractor	47,000		10,300
Replacing PM-06, a 2002 with 2,655 hours - Poor condition and high maintenance.			
Turbine Blower	9,500		2,100
Replacing a 2009 blower - High usage and poor condition.			
Maxwell Hall Park			
Golf Cart - 6 Seat	17,000		3,700
Replacing PUV-33, a 2013 with 1,991 hours - Old with high hours and unusable for events.			
Pisgah Park			
Maintenance Building - 30'x60'	26,500	26,500	
Replacing 2 Sea Lockers - Old, rusted and unusable for storage of stay dry and marble dust.			
Total Parks and Grounds	***799,000***	***91,500***	***154,500***
Total Recreation, Parks, and Tourism	**844,000**	**136,500**	**154,500**
Circuit Court			
Courtsmart Equipment and Audio Refresh	106,000	106,000	
Replacing CourtSmart server, purchased in June 2019. CourtSmart recommends replacing the server every 3-5 years. Although servers reach their End of Life cycle at five years, systems tend to become more problematic after three years. Replacement parts are increasingly difficult to find as server manufacturers replace these servers and do not maintain parts for those products that they determine have reached their End of Life. CourtSmart recommends replacing audio mixers every 5-7 years. The audio mixer is the single critical fail point in the recording system and these units are designed to run 24/7. After 5-7 years, particularly in areas that have numerous power outages or fluctuations, the reliability diminishes and should not be counted upon to operate without failure. All courtrooms require mixer upgrades due to the introduction of new VLAN-delivered audio network to improve sound quality and reliability.			
Public Information Kiosk	57,500	57,500	
Circuit court is a high traffic, public service building. Oftentimes, patrons do not know where to go or become lost in their travels. Existing wall signage is not effective with the multi-story and offshoot corridor layout of the building and is not translated into languages citizens with limited English proficiency can understand. Digital signage solutions allow authorized court personnel to create directional signage, personalized messages, digital directories and more to display on monitors in the courthouse. With the interactive floor-standing kiosk, patrons have instant access to court directories, interactive maps with step-by-step directions, and frequently asked questions (FAQs). In addition to wayfinding and court department information, the system can incorporate interpretation features. It also includes the capability to post messages in the event of an emergency or evacuation event. The applications can integrate with any case management system (i.e., docket boards) to provide real-time information and is an ideal mechanism to provide visitors with a simple method that quickly maps the way to their destination allowing for a more independent, less frustrating experience. Kiosks have a lifespan of typically about 5 to 6.5 years.			
Total Circuit Court	**163,500**	**163,500**	**0**

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Central Services			
SUV (Hybrid)	60,000		13,100
Vehicle is needed for Security Officer, hired in FY23, for travel required between facilities. Currently using a pool vehicle from Vehicle Maintenance.			
Security Equipment	50,100	50,100	
This funding is used to purchase new and replacement security cameras, new and replacement card access systems and replacement components, speakers and licenses for the Employee Emergency Notification System in all county facilities, storage capacity for new video, and licenses for new cameras.			
Total Central Services	**110,100**	**50,100**	**13,100**
Sheriff's Office			
Sheriff's Capital			
Vehicles	2,329,800	2,329,800	
SERT (Shields & Helmets)	125,000	125,000	
UAS Drone	22,800	22,800	
Workstations (District 1)	35,600	35,600	
Update and Improve Outdoor Range	103,500	103,500	
LRAD Sound Projection System	45,200	45,200	
Manual Bay Doors	56,100	56,100	
Replacement K9s	20,000	20,000	
Total Sheriff's Capital	***2,738,000***	***2,738,000***	***0***
Sheriff's Computer			
Seamless Wireless Network	162,000	162,000	
Critical Servers (4)	108,000	108,000	
CAD & RMS Server	16,200	16,200	
Replace Equipment in Interview Rooms	75,600	75,600	
Total Sheriff's Computer	***361,800***	***361,800***	***0***
Total Sheriff's Office	**3,099,800**	**3,099,800**	**0**

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Detention Center			
Shelving and Cabinets for Centralized Storage Area	10,800	10,800	
Update CCDC Fitness Equipment & Relocate CCDC Annex Gym	27,000	27,000	
Total Detention Center	***37,800***	***37,800***	**0**
Total Sheriff's Operations	**3,137,600**	**3,137,600**	**0**
Emergency Services			
Administration			
Fit Tester	14,000		3,100
Current fit tester was purchased in FY2015. A replacement is needed due to the development of newer technology which allows for the test to only take 2 to 3 minutes per person compared to the current times of 10 to 12 minutes per person. With the increased number of personnel since 2015 having this device makes the testing process more cost efficient, enhances program delivery options and improves time management.			
Total Administration	***14,000***	***0***	***3,100***
EMS: Special Operations			
Trailer	10,500		2,300
Replacing ES26, a 2006 Pace Cargo Trailer - due to age and structural integrity (rot). Replacement trailer will be used as the Tactical Emergency Casualty Care (TECC) equipment and training trailer. This is a countywide public safety initiative for active shooter/assailant training that is completed by DES.			
Self Contained Breathing Apparatus (SCBA)	160,000		34,900
This request is part of a (3) year purchase plan to replace our current failing SCBA that are at the end of their service life. The replacement of these SCBA are within the new NFPA standard and is required equipment for our Hazmat Team to operate within the law.			
Total Special Operations	***170,500***	***0***	***37,200***
Total Emergency Services	**184,500**	**0**	**40,300**
Contingency	280,000		61,100
General Fund Total	**$5,694,500**	**$3,487,700**	**$482,000**
Total Cost of Items to Be Capital Asset Financed:	**$2,206,800**		

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment

Transportation Grants Fund

Planning and Growth Management

Transportation (Capital)

Specialized Paratransit Bus 137,280 137,280

Replacing T-81 , a 2013 with 320,000 miles - T-81 is a specialized paratransit bus that went into service May 2013 and is projected to have in excess of 320,000 miles at anticipated date of replacement on or about April 2024. Useful life benchmarks for this type of bus is 200,000 miles and/or six years. It will be five years and 120,000 miles beyond it's useful life and is in need of replacement. It is not anticipated we will receive any federal or state capital assistance so we are assuming 100% local funds will be required.

Specialized Paratransit Bus 137,280 137,280

Replacing T-83, a 2013 with 375,000 miles - T-83 is a specialized paratransit bus that went into service May 2013 and is projected to have in excess of 375,000 miles at anticipated date of replacement on or about April 2024. Useful life benchmarks for this type of bus is 200,000 miles and/or six years. It will be five years and 175,000 miles beyond it's useful life and is in need of replacement. It is not anticipated we will receive any federal or state capital assistance so we are assuming 100% local funds will be required.

Specialized Paratransit Bus 137,280 137,280

Replacing T-87, a 20 13 with 365,000 miles - T-87 is a specialized paratransit bus that went into service May 2013 and is projected to have in excess of 365,000 miles at anticipated date of replacement on or about April 2024. Useful life benchmarks for this type of bus is 200,000 miles and/or six years. It will be five years and 165,000 miles beyond it's useful life and is in need of replacement. It is not anticipated we will receive any federal or state capital assistance so we are assuming 100% local funds will be required.

Light Duty Fixed Route Bus 137,280 137,280

Replacing T-1712, a 2017 with 415,000 miles - T-1712 is a light duty fixed route bus that went into service November 2017 and is projected to have in excess of414,000 miles at anticipated date of replacement on or about April 2024. Useful life benchmarks for this type of bus is 200,000 miles and/or six years. It will be slightly beyond it's service years and 214,000 miles beyond it's useful life and is in need of replacement. It is not anticipated we will receive any federal or state capital assistance so we are assuming 100% local funds will be required.

Light Duty Fixed Route Bus 137,280 137,280

Replacing T-1714, a 2017 with 415,000 miles - T-1714 is a light duty fixed route bus that went into service November 2017 and is projected to have in excess of415,000 miles at anticipated date of replacement on or about April 2024. Useful life benchmarks for this type of bus is 200,000 miles and/or six years. It will be slightly beyond it's service years and 215,000 miles beyond it's useful life and is in need of replacement. It is not anticipated we will receive any federal or state capital assistance so we are assuming 100% local funds will be required.

Light Duty Fixed Route Bus 137,280 137,280

Replacing T-1716, a 2017 with 430,000 miles -T-1716 is a light duty fixed route bus that went into service November 2017 and is projected to have in excess of430,000 miles at anticipated date of replacement on or about April 2024. Useful life benchmarks for this type of bus is 200,000 miles and/or six years. It will be slightly beyond it's service years and 230,000 miles beyond it's useful life and is in need of replacement. It is not anticipated we will receive any federal or state capital assistance so we are assuming 100% local funds will be required.

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Light Duty Fixed Route Bus	137,280	137,280	
Replacing T-1717, a 2017 with 394,000 miles -T-1717 is a light duty fixed route bus that went into service November 2017 and is projected to have in excess of 394,000 miles at anticipated date of replacement on or about April 2024. Useful life benchmarks for this type of bus is 200,000 miles and/or six years. It will be slightly beyond it's service years and 194,000 miles beyond it's useful life and is in need of replacement. It is not anticipated we will receive any federal or state capital assistance so we are assuming 100% local funds will be required.			
Medium Duty Fixed Route Bus - Repower	22,660	22,660	
Replacing T-1909 with 250,000 miles - T1909 is a medium duty fixed route bus that has been in service since December 2019 and is projected to exceed 250,000 miles during FY2024. To extend it's useful life it will require a replacement engine and transmission. It is assumed we will not be awarded Federal Transit Administration (FTA) capital and it will require 100% local funding.			
Medium Duty Fixed Route Bus - Repower	22,660	22,660	
Replacing T-1910 with 250,000 miles - T1910 is a medium duty fixed route bus that has been in service since December 2019 and is projected to exceed 250,000 miles during FY2024. To extend it's useful life it will require a replacement engine and transmission. It is assumed we will not be awarded FTA capital and it will require 100% local funding.			
Medium Duty Fixed Route Bus - Repower	22,660	22,660	
Replacing T-1911 with 250, 000 miles - T1911 is a medium duty fixed route bus that has been in service since December 2019 and is projected to exceed 250,000 miles during FY2024. To extend it's useful life it will require a replacement engine and transmission. It is assumed we will not be awarded FTA capital and it will require 100% local funding.			
Medium Duty Fixed Route Bus - Repower	22,660	22,660	
Replacing T-1912 with 250,000 miles - T1912 is a medium duty fixed route bus that has been in service since December 2019 and is projected to exceed 250,000 miles during FY2024. To extend it's useful life it will require a replacement engine and transmission. It is assumed we will not be awarded FTA capital and it will require 100% local funding.			
Medium Duty Fixed Route Bus - Repower	22,660	22,660	
Replacing T-1913 with 250,000 miles - T1913 is a medium duty fixed route bus that has been in service since December 2019 and is projected to exceed 250,000 miles during FY2024. To extend it's useful life it will require a replacement engine and transmission. It is assumed we will not be awarded FTA capital and it will require 100% local funding.			
Total Transportation Fund	**$1,074,260**	**$1,074,260**	**$0**

Inspection and Review Fund

Planning and Growth Management

Building Inspections

Truck 4x4	60,000		13,100
Vehicle to support the FY2024 new Code Inspection & Enforcement Officer Supervisor position which will supervise the Code Inspection and Enforcement Officer positions and the day-to-day inspections work including handling the higher-level code cases involving the County Attorney's Office, investigating Code Modification Requests, and the issuance of Certificate of Use and Occupancy.			

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Truck 4x4	60,000		13,100
Vehicle to support the FY2024 new Code Inspection & Enforcement Officer position which will perform inspections for the permit compliance program to ensure permit compliance from start to finish.			
Total Inspection & Enforcement	***120,000***	***0***	***26,200***
Total Inspection & Review Fund	**$120,000**	**$0**	**$26,200**

Landfill

Public Works - Facilities

Compact Track Loader	75,000	75,000	
Replacing S-45, a 2016 with 3,000 hours - need a new unit that can utilize high-flow hydraulics attachments to perform grounds maintenance work in tight spaces at the landfill. The new loader will fit inside a roll-off box for transport and completion of duties.			
Crawler Track Dozer	450,000	450,000	
Replacing S-42, a 2006 Road Grader with 361 hours - a second trash dozer is needed as a backup for pushing and compacting trash and applying tarps at the end of the day. The landfill will trade in S-42, Road Grader, to offset this purchase. The opening of cell 4 will eliminate the need for consistent maintenance of the access road to the landfill working face.			
Sweeper Truck	350,000	350,000	
A sweeper truck is required to meet stormwater permit requirements to prevent tracking of mud and debris onto roadways at the landfill.			
Truck Lift	40,000	40,000	
Truck lift needed to improve shop operations and increase in-house repairs for heavy equipment.			
Utility Vehicle (UTV)	25,000	25,000	
A utility vehicle is needed to complete grounds maintenance tasks at the landfill to include landfill gas, stormwater, and leachate monitoring. UTV provides better versatility on rough terrain. The UTV will assist in transporting crews to the working face, reducing fuel and maintenance costs of untagged vehicles.			
Total Landfill	**$940,000**	**$940,000**	**$0**

Water and Sewer Operation Fund

Public Works - Utilities Water & Sewer

Portable Generator - 200KW	250,000		54,600
Replacing an ONAN power generator purchased in 2000 - for South region. This is needed for emergencies at sewer Pump Stations and potable water wells, during power outages, it is important to keep electrical power on, for the water and sewer equipment, this will prevent sewer spills, and will assist providing clean and safe water to the citizens of Charles County.			
Crane Truck	210,000		45,900
Replacing U-05, a 2008 with over 150,000 miles - Aging with over $150,000 miles on second motor.			

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Truck	55,000		12,000
Vehicle to support the FY2024 new Maintenance Technician I position which will assist performing duties, fixing pumps, motors, piping and other water and wastewater equipment.			
Truck	48,000		10,400
Replacing U-157, a 2011 with 172,817 miles - Exceeds county standards for year and mileage and is starting to show its age.			
Crew Cab Truck	85,000		18,600
Replacing U-180, a 2014 - blown engine and high mileage.			
Tanker Truck	300,000		65,500
Replacing U-208, a 2016 with 162,851 miles - Vehicle Maintenance Superintendent recommends replacement. This truck is really starting to show high mileage.			
Backhoe Loader	180,000		39,300
Replacing U-133, a 2003 - Starting to show wear. This vehicle was approved in the FY23 budget, but due to quote increase this was deferred to FY2024.			
Trailer Mounted Vacuum	135,000		29,400
Replacing U-196, a 2015 - Needs to be replaced; in shop more and more. Needed for uncovering underground Utilities.			
8 Ton Utility Trailer	26,000		5,700
Replacing U-38, a 2009 - Needed to safely carry excavators and equipment.			
Utility Trailer	6,000		1,300
Replacing U-71, a 1992 - getting old and in need of repairs. For carrying small equipment.			
Truck	48,000		10,500
Replacing U-159, a 2011 with 183,092 miles - exceeds County standards for year and mileage and is starting to show its age.			
Van	37,500		8,200
Replacing U-163, a 2012 with 135,478 miles - meets replacement criteria.			
Van	37,500		8,200
Replacing U-169, a 2013 with 143,843 miles - will soon be meeting replacement criteria. This van has been in the shop several times for costly repairs the last couple of years.			
Small Flat Bed Dump Truck	86,000		18,800
Truck with 9 foot dump body to be used by crew for yard repairs and job clean ups.			
Hydro Tank	100,000		21,800
Replacing hydro tank at Mattawoman WWTP. Hydro tank is aging, this is vital part of the Mattawoman water system. It is very important for it to work properly.			
Truck	55,000		12,000
Vehicle to support the FY2024 new Engineer II position which will assist with the MDE and EPA projects, regulations and requirements from Federal and State regulators.			
Contingency	150,000		32,800
Total Water & Sewer Fund	**$1,809,000**	**$0**	**$395,000**
Total Cost of Items to Be Capital Asset Financed	**$1,809,000**		

FY 2024 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Environmental Services Program Fund			
Public Works - Facilities			
Recycling			
Heavy Duty Pick Up Truck w/ Snow Equipment	60,000	60,000	
Replacing S-76, a 2005 with 140,000 miles - will be equipped with a snow plow and tow capability to facilitate transporting small equipment between sites for tasking and maintenance.			
Wheel Loader	220,000	220,000	
Replacing S-38, a 2003 L120 Loader with 12,500 hours - due to high hours and poor condition. Will be located at the Cobb Island Recycling Center.			
Wheel Loader	220,000	220,000	
Replacing S-39, a 2005 L150 Loader with 11,000 hours - due to high hours and poor condition. Will be located at the Piney Church Mulch Facility.			
Utility Vehicle (UTV)	25,000	25,000	
Replacing S-77, a 2004 ATV with 1,500 miles - will be used for multiple tasks at the closed Pisgah landfill to include site monitoring, groundwater and gas well monitoring, grounds maintenance, and transporting tools. UTV provides better versatility on rough terrain.			
Tire Changer	15,000	15,000	
Tire changer will allow the Environmental Resources Maintenance shop to mount and remount tires, reducing vendor work and repair delays.			
Food Scrap Collection and Composting	7,500	7,500	
Funding for the collection and processing of food scraps at drop off location and recycling center.			
95 Gallon Recycling Carts	130,000	130,000	
Purchase of 95 gallon recycling carts for service expansion and resident requests.			
Total PW-Facilities	***677,500***	***677,500***	***0***
Total Environmental Srvc. Fund	**$677,500**	**$677,500**	**$0**
Cable TV/I-Net Fund			
Fiscal Services			
Information Technology			
Core Network Switches	361,800	361,800	
Replacing network switches which are near end of support and require replacement. They are the core of the County's network. Capital assets: 60168, 60169, 60170, 60171, 60172, 60246, 60247.			
Switches/Equipment	100,000	100,000	
Replacing any switches/equipment needs during the fiscal year.			
Total Cable TV/I-Net Fund	**$461,800**	**$461,800**	**$0**
TOTAL ALL FUNDS	**$10,777,060**	**$6,641,260**	**$903,200**
Total Cost of Items to Be Capital Asset Financed	**$4,135,800**		

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 is 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 FY2024 budget was appropriated using Pay-Go funding of $13,379,000 from the General Fund. Majority of these funds are being used to support general government 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 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.

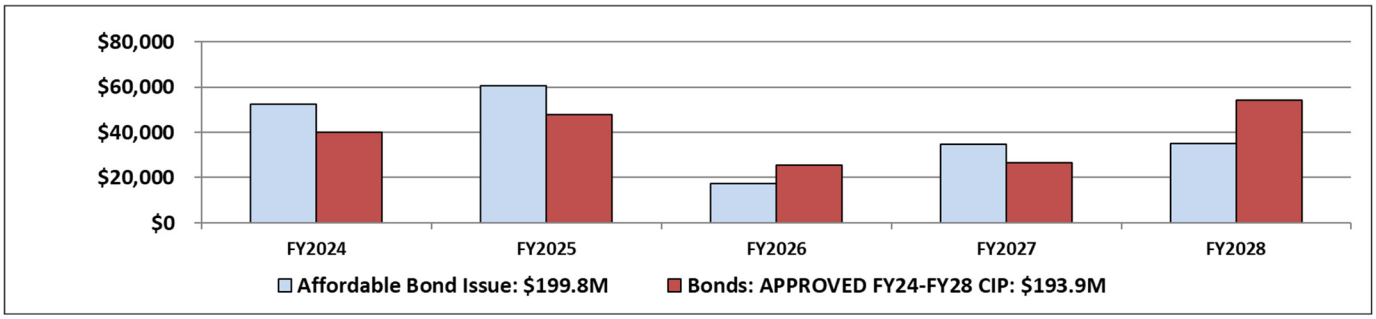
The County Commissioners, by virtue of Article 24, Section 9-10B-01, of the Annotated Code of Maryland, can issue bonds necessary for school construction related to additional capacity. The revised legislation allows the County to assess and collect an excise tax on new home starts to pay for the debt 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 FY2024-FY2028 CIP fund balance is utilizing bond premium from the 2022 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	FY2024 Excise Tax
Single Family Detached	$20,330
Townhouse	$20,375
Multi-Family	$17,966

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.

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 public school system and economic development initiatives. The recommendations were based on the Planning Commission’s experience with Land Use Policy, the Adequate Public Facilities Ordinance, Comprehensive Plan objectives, and County population projections. The following items were considered when prioritizing CIP projects: (1) Adequate Public Facilities (APF) enhancements; (2) projects which will implement the goals of the Comprehensive Plan; and (3) infrastructure improvements. 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 carries out a work program to achieve goals and objectives outlined in the Plan. A comprehensive update to the Zoning Code began in 2023 that will modernize the zoning regulations and provide efficiencies to meet the needs of the County’s citizens.

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 FY23 – FY27 program.

College of Southern Maryland

- Hughesville Campus Phase III

Water and Sewer

- Underground Infrastructure Repairs
- St. Charles Parkway and Rosewick Connection
- MWWTP Final Filter Disinfection System
- MWWTP Grit Removal System #5

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 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 FY2028, the current FY2024-FY2028 CIP would result in the need to add an additional $24.7 million to the General Fund budget for operating cost related to the various buildings, parks, EMS stations, and for the Radio Communications System Upgrade project. For planning purposes an estimate for Elementary School #23 and Middle School #9 is provided. These costs will be modified closer to the opening of the schools which is not scheduled until FY2026 and FY2028 respectively. The Board of Education receives other revenues from other sources which could help support the new schools. Cost estimates are reviewed and updated annually. For enterprise funds, the operating impact of the Landfill Gas to Energy capital project is $58,800 which is estimated to begin in FY2027. This project will be supported by the Solid Waste (Landfill) Enterprise Fund. The operating impact for Water and Sewer Professional Development and Training Center and the Utilities Waldorf Regional Facility are estimated at $376,700. This impact will be supported by the Water & Sewer Enterprise Fund. The County Mulching Facility Relocation and Composting Facility's impact is estimated to be $321,400. This impact will be supported by the Environmental Service Fund.



Current rendering of New Elementary School #23.

CUMULATIVE CIP OPERATING IMPACTS

FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)

GOVERNMENTAL OPERATIONS

BOARD OF EDUCATION

Elementary School #23

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028	PERSONNEL	
No. of Personnel	0.00	0.00	57.60	57.60	57.60	57.60	Administrative Staff	2.0
Personnel Costs	$0.0	$0.0	$4,269.7	$4,483.2	$4,707.3	$4,942.7	Support Staff	16.8
Operating	0.0	0.0	491.3	515.9	541.7	543.5	Teachers/Asst	38.8
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0		
Total Operating	**$0.0**	**$0.0**	**$4,761.0**	**$4,999.1**	**$5,249.0**	**$5,486.2**		

Middle School #9

No. of Personnel	0.00	0.00	0.00	0.00	93.80	93.80	Mid Level Admin	8.0
Personnel Costs	$0.0	$0.0	$0.0	$0.0	$13,988.5	$14,687.9	Instruction	56.8
Operating	0.00	0.00	0.00	0.00	641.70	660.90	Special Ed	21.0
Start-Up Cost	0.00	0.00	0.00	0.00	2704.50	0.00	Student Personnel	2.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$17,334.7**	**$15,348.8**	Operation of Plant	6.0
Total Board of Education	**$0.0**	**$0.0**	**$4,761.0**	**$4,999.1**	**$22,583.7**	**$20,835.0**		

COUNTY GOVERNMENTAL OPERATIONS

Radio Communications System Upgrade

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	540.1	550.9	562.0	573.2	590.4
Total Operating	**$0.0**	**$540.1**	**$550.9**	**$562.0**	**$573.2**	**$590.4**
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$540.1**	**$550.9**	**$562.0**	**$573.2**	**$590.4**

Charles County VanGO Maintenance Facility

No. of Personnel	0.00	0.00	1.00	1.00	1.00	1.00	Maintenance Tech I	1.0
Personnel Costs	$0.0	$0.0	$66.5	$69.8	$73.3	$76.9		
Operating	0.0	0.0	568.1	579.5	591.1	608.8		
Total Operating	**$0.0**	**$0.0**	**$634.6**	**$649.3**	**$664.4**	**$685.7**		
Vehicle & Equipment Lease	0.0	0.0	4.8	9.6	9.6	9.6		
Total Impact	**$0.0**	**$0.0**	**$639.4**	**$658.9**	**$674.0**	**$695.3**		

New La Plata Library

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	126.5	63.3	64.6	65.9	67.9
Total Operating	**$0.0**	**$126.5**	**$63.3**	**$64.6**	**$65.9**	**$67.9**
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$126.5**	**$63.3**	**$64.6**	**$65.9**	**$67.9**

Public Facilities Storage Building

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	0.00	35.0	35.7	36.4	37.1	65.8
Total Operating	**$0.0**	**$35.0**	**$35.7**	**$36.4**	**$37.1**	**$65.8**
Vehicle & Equipment Lease	0.0	3.8	7.6	7.6	7.6	9.8
Total Impact	**$0.0**	**$38.8**	**$43.3**	**$44.0**	**$44.7**	**$75.6**

Pinefield EMS Facility

No. of Personnel	0.00	0.77	0.77	0.77	0.77	0.77	Building Service Tech	0.77
Personnel Costs	$0.0	$30.1	$31.6	$33.2	$34.8	$36.6		
Operating	0.0	25.3	25.8	26.3	26.9	27.7		
Total Operating	**$0.0**	**$55.4**	**$57.4**	**$59.5**	**$61.7**	**$64.3**		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0		
Total Impact	**$0.0**	**$55.4**	**$57.4**	**$59.5**	**$61.7**	**$64.3**		

CUMULATIVE CIP OPERATING IMPACTS

FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028	PERSONNEL	
COUNTY GOVERNMENTAL OPERATIONS								
Popes Creek Waterfront Phase II								
No. of Personnel	0.00	0.00	2.00	2.00	2.00	2.00	Park Manager	1.0
Personnel Costs	$0.0	$0.0	$206.8	$217.2	$228.0	$239.4	Assistant Manager	1.0
Operating	0.0	0.0	73.1	74.6	76.1	78.4		
Total Operating	**$0.0**	**$0.0**	**$279.9**	**$291.8**	**$304.1**	**$317.8**		
Vehicle & Equipment Lease	0.0	0.0	16.5	33.0	33.0	33.0		
Total Impact	**$0.0**	**$0.0**	**$296.4**	**$324.8**	**$337.1**	**$350.8**		
Waldorf Park Development Phase I								
No. of Personnel	0.00	0.00	0.00	0.00	4.48	4.48	Park Manager	1.0
Personnel Costs	$0.0	$0.0	$0.0	$0.0	$263.6	$276.8	Assistant Park Manager	1.0
Operating	0.0	0.0	0.0	0.0	41.0	42.3	Part Time	2.5
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$304.6**	**$319.1**		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	18.2	36.5		
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$322.8**	**$355.6**		
Total Governmental Operations	**$0.0**	**$760.8**	**$1,650.7**	**$1,713.8**	**$2,079.4**	**$2,199.9**		
TOTAL GOVERNMENTAL IMPACT								
No. of Personnel								
Board of Education	0.00	0.00	57.60	57.60	151.40	151.40		
Governmental Operations	0.00	0.77	3.77	3.77	8.26	8.26		
Total Personnel	0.00	0.77	61.37	61.37	159.66	159.66		
Board of Education	$0.0	$0.0	$4,761.0	$4,999.1	$22,583.7	$20,835.0		
Governmental Operations	0.0	760.8	1,650.7	1,713.8	2,079.4	2,199.9		
Total Impact	**$0.0**	**$760.8**	**$6,411.7**	**$6,712.9**	**$24,663.1**	**$23,034.9**		
SOLID WASTE								
Landfill Gas to Energy								
No. of Personnel	0.00	0.00	0.00	1.00	1.00	1.00	Landfill Gas Technician	1.0
Personnel Costs	$0.0	$0.0	$0.0	$51.4	$54.0	$56.1		
Operating	0.0	0.0	0.0	2.6	2.6	2.7		
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$54.0**	**$56.6**	**$58.8**		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0		
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$54.0**	**$56.6**	**$58.8**		
WATER & SEWER								
Utilities Professional Development and Training Center								
No. of Personnel	0.00	0.00	0.00	0.00	2.00	2.00	Maintenance Tech	1.0
Personnel Costs	$0.0	$0.0	$0.0	$0.0	$126.2	$131.3	Building Service Tech	1.0
Operating	0.0	0.0	0.0	0.0	62.5	64.4		
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$188.7**	**$195.7**		
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**	**$188.7**	**$195.7**		
Utilities Waldorf Regional Facility								
No. of Personnel	0.00	0.00	0.00	0.00	0.00	2.00	Maintenance Tech	1.0
Personnel Costs	$0.0	$0.0	$0.0	$0.0	$0.0	$131.3	Building Service Tech	1.0
Operating	0.0	0.0	0.0	0.0	0.0	49.7		
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$181.0**		
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**	**$181.0**		
ENVIRONMENTAL SERVICES FUND								
County Mulching Facility Relocation & Composting Facility								
No. of Personnel	0.00	0.00	3.00	3.00	3.00	3.00	Composting Manager	1.0
Personnel Costs	$0.0	$0.0	$274.6	$288.3	$302.8	$314.9	Equipment Operator	2.0
Operating	0.0	0.0	6.1	602.0	6.3	6.5		
Total Operating	**$0.0**	**$0.0**	**$280.7**	**$890.3**	**$309.1**	**$321.4**		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0		
Total Impact	**$0.0**	**$0.0**	**$280.7**	**$890.3**	**$309.1**	**$321.4**		

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 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.
5. Expense Budget: lists the Approved FY2024 and tentatively approved FY2025-FY2028 expenditure budgets by category.
6. Prior Appropriation thru FY23 lists the amounts approved for this project to date.
7. Beyond FY2028 lists the future cost for the project that is outside the five-year planning model.
8. 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 FY28).
9. Financing Sources: lists the Approved FY2024 and tentatively approved FY2025-FY2028 revenue budgets by account classification; a subtotal of County Funding is provided.
10. 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.
11. Number of Personnel that will be required to staff the new facility or park.
12. The incremental impact in dollars for Personnel, Operating, and Start-up costs, when appropriate.
13. The amount of future debt service payments associated with the Bond funding of the project.
14. 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.
15. The Location section provides information as to where in the County the project is going to occur.
16. The Commissioner District indicates which district the project is going to occur in.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: 1.

2.

Requested By: 3.
Project #:

4.

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
Architectural & Engineering									
Land & ROW									
Construction									
Equipment									
Administration			5.				6.	7.	8.
Inspection									
Miscellaneous									
Contingency									
Total Outlay									

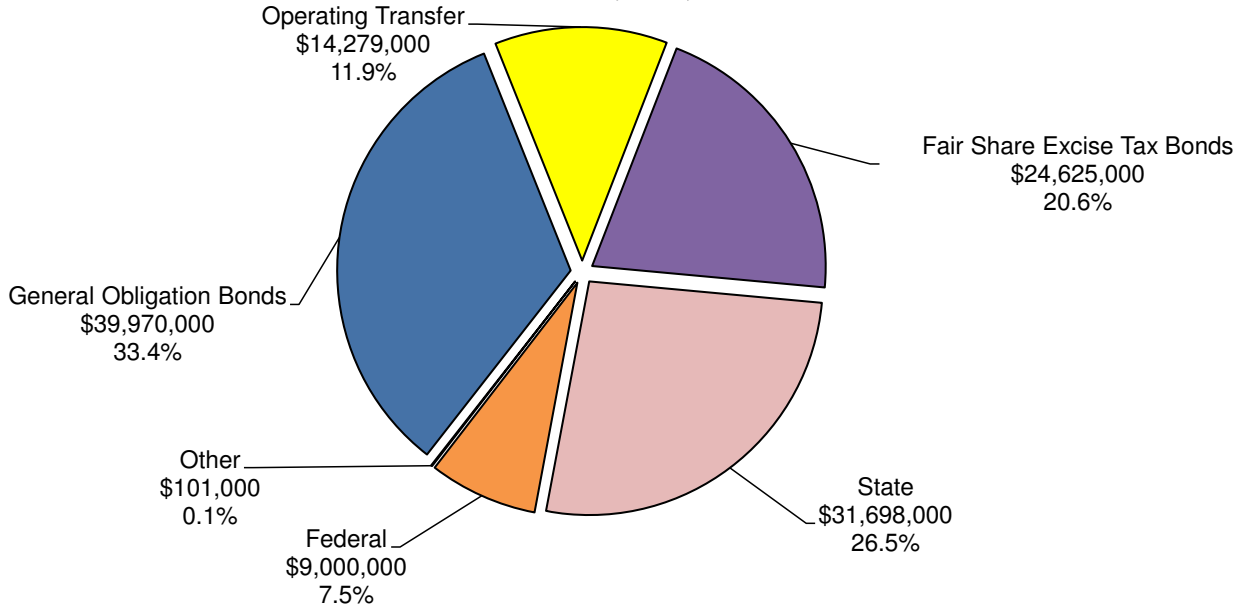
FINANCING SOURCES						5-Year Total 24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Bonds									
Fund Balance Appropriation									
Operating Transfer									
Total County Funding									
Federal			9.				6.	7.	8.
State									
Other:									
Total Funding									

10.

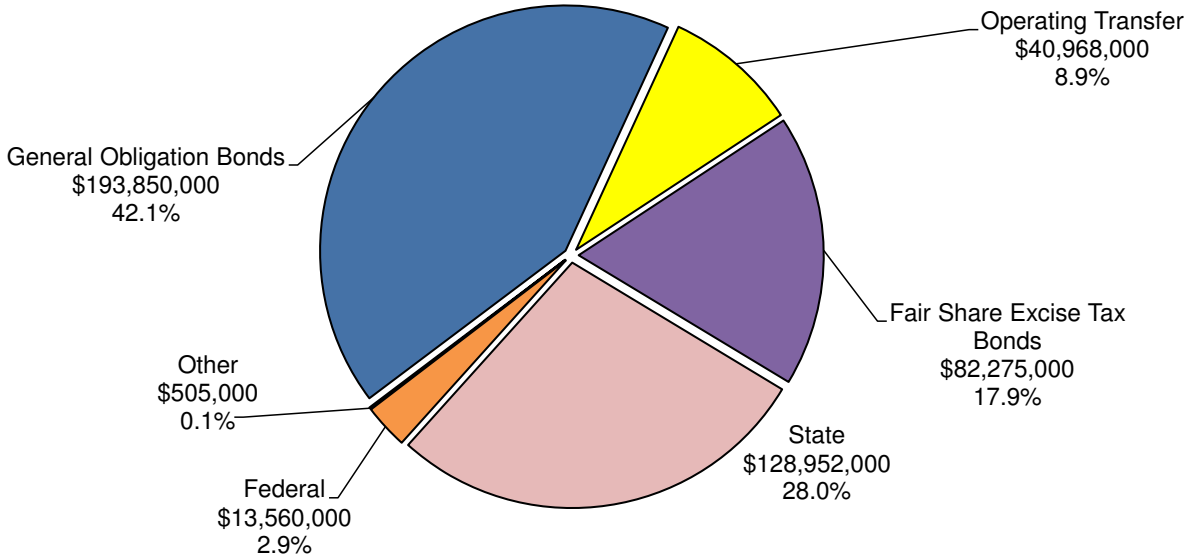
Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel 11.							
Personnel Costs							
Operating				12.		6.	7.
Start-Up Cost							
Total Operating							
Debt Service: Bonds 13.							
Vehicle & Equipment Lease							
Total Impact 14.							

LOCATION: 15. 16.

FY24 Governmental Projects by Funding Source
Total: $119,673,000

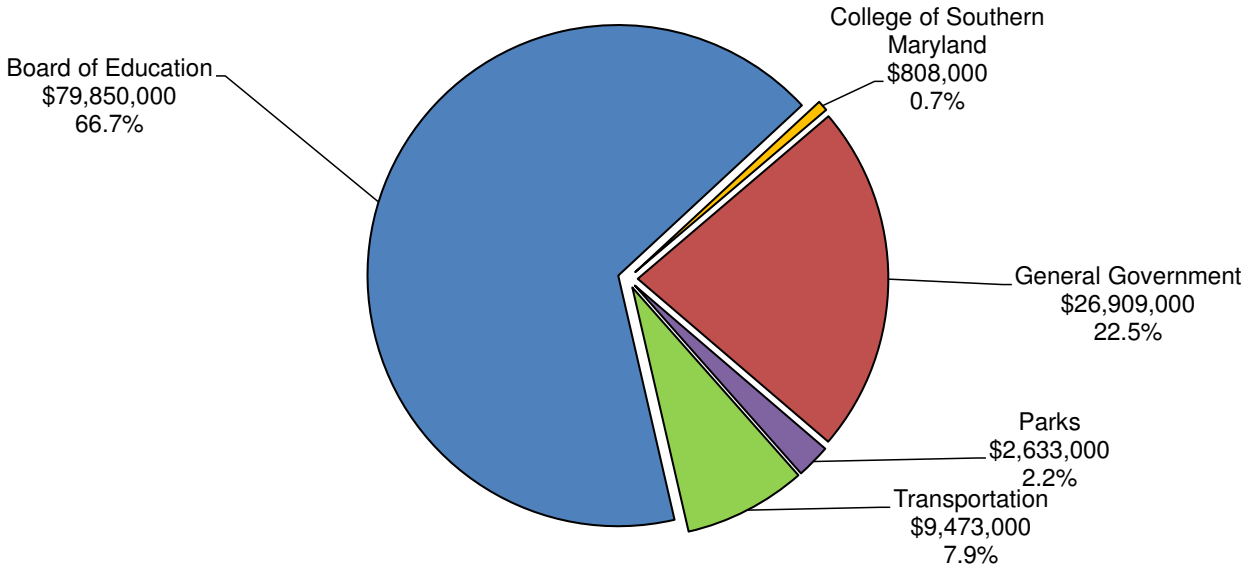


FY24-FY28 Governmental Projects by Funding Source
Total: $460,110,000

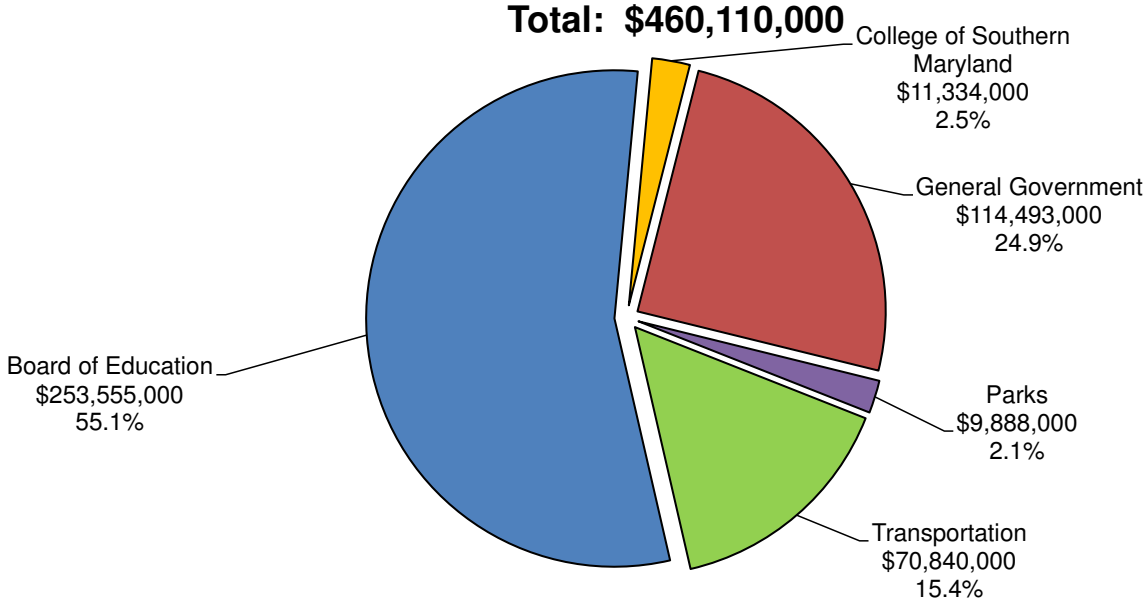


After utilizing grant funds and other funding sources, the County typically bonds projects that will last more than 15 years. Operating transfers from the general fund are used for smaller projects and projects with shorter useful life. The County's share of funding school construction projects associated 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.

FY24 Governmental Projects by Type
Total: $119,673,000



FY24-FY28 Governmental Projects by Type
Total: $460,110,000



- The majority of the funding for the Board of Education represents renovations at T.C. Martin Elementary School and La Plata High School, open space enclosure additions at Piccowaxen Middle School, Indian Head Elementary School, and Dr. James Craik Elementary School, and construction of a new Elementary and Middle School. It also includes funding for full-day kindergarten additions at various schools.
- College of Southern Maryland projects are contingent on State funding which funds 75% of the costs.
- General Government includes upgrading the radio communications system, fueling site improvements, replacement of the county's financial software, land preservation programs, relocating the La Plata Public Library, constructing the Charles County VanGo Maintenance Facility, construction of the Pinefield EMS Station, building a new Public Facilities storage building, a Recreation Center, structures to address homelessness, as well as maintenance/renovations on various facilities.

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2024 APPROVED CAPITAL PROJECT BUDGET
FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	5-Year Total '24-'28	Prior Approp. thru FY23	Beyond FY 2028	Project Total
Governmental Projects									
CAPITAL COSTS									
Board of Education	$79,850	$76,871	$52,444	$42,815	$1,575	$253,555	$62,839	$1,933	$318,327
College of Southern Maryland	808	0	5,155	5,371	0	11,334	6,801	0	18,135
General Government	26,909	25,785	10,603	8,818	42,378	114,493	59,215	33,117	206,825
Parks	2,633	1,902	2,868	1,230	1,255	9,888	5,729	552	16,169
Transportation	9,473	15,751	10,742	21,157	13,717	70,840	27,470	12,801	111,111
Total Governmental	**$119,673**	**$120,309**	**$81,812**	**$79,391**	**$58,925**	**$460,110**	**$162,054**	**$48,403**	**$670,567**
FINANCE SOURCES									
General Obligation Bonds	$39,970	$47,856	$25,399	$26,432	$54,193	$193,850	$88,709	$43,561	$326,120
Fair Share Excise Tax Bonds	24,625	19,501	18,851	19,298	0	82,275	14,182	0	96,457
Capital Project Fund - Fund Balance	900	0	0	0	0	900	6,581	0	7,481
General Fund Operating Transfer	13,379	11,730	6,892	6,098	1,969	40,068	9,561	1,953	51,582
Total County Funding	$78,874	$79,087	$51,142	$51,828	$56,162	$317,093	$119,033	$45,514	$481,640
Federal	9,000	4,560	0	0	0	13,560	5,040	0	18,600
State	31,698	36,561	30,569	27,462	2,662	128,952	36,812	2,760	168,524
Other	101	101	101	101	101	505	1,169	129	1,803
Total Governmental	**$119,673**	**$120,309**	**$81,812**	**$79,391**	**$58,925**	**$460,110**	**$162,054**	**$48,403**	**$670,567**
Enterprise Fund Projects									
CAPITAL COSTS									
Water	$14,387	$44,941	$74,302	$22,873	$16,571	$173,074	$45,021	$229,429	$447,524
Sewer	64,452	80,363	66,535	65,571	49,719	326,640	130,313	212,160	669,113
Solid Waste (Landfill)	6,593	9,600	8,699	15,456	0	40,348	7,824	0	48,172
Watershed Protection & Restoration	3,150	4,856	5,068	5,812	7,112	25,998	54,944	7,112	88,054
Environmental Service	1,655	375	0	0	0	2,030	729	0	2,759
Total Enterprise Funds	**$90,237**	**$140,135**	**$154,604**	**$109,712**	**$73,402**	**$568,090**	**$238,831**	**$448,701**	**$1,255,622**
FINANCE SOURCES									
Water Bonds	$14,387	$44,878	$74,239	$22,873	$16,571	$172,948	$45,021	$229,429	$447,398
Sewer Bonds	58,322	73,072	61,191	61,107	46,390	300,082	119,303	184,728	604,113
Solid Waste Fund Bonds	0	0	0	0	0	0	363	0	363
Watershed Protection & Restoration Bonds	2,373	4,682	4,991	5,735	7,035	24,816	53,528	7,035	85,379
Environmental Service Bonds	1,655	375	0	0	0	2,030	729	0	2,759
Enterprise Fund Operating Transfers	202	300	203	77	77	859	1,160	77	2,096
Solid Waste Capital Reserve	6,593	9,600	8,699	15,456	0	40,348	7,461	0	47,809
Total County Funding	$83,532	$132,907	$149,323	$105,248	$70,073	$541,083	$227,565	$421,269	$1,189,917
State	700	0	0	0	0	700	1,000	0	1,700
Other: WSSC	6,005	7,228	5,281	4,464	3,329	26,307	10,266	27,432	64,005
Total Enterprise Funds	**$90,237**	**$140,135**	**$154,604**	**$109,712**	**$73,402**	**$568,090**	**$238,831**	**$448,701**	**$1,255,622**
TOTAL PROJECTS	**$209,910**	**$260,444**	**$236,416**	**$189,103**	**$132,327**	**$1,028,200**	**$400,885**	**$497,104**	**$1,926,189**

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Prior Approp. thru FY23	Beyond FY 2028	Project Total
GOVERNMENTAL PROJECTS									
BOARD OF EDUCATION									
Smallwood M.S. Roof/Chiller/H&V/UV Replacement	$0	$7,801	$4,826	$0	$0	$12,627	$3,338	$0	$15,965
BOE: Various Maintenance Projects	1,466	1,316	1,316	1,316	1,316	6,730	0	1,316	8,046
Local Portable Classrooms - Various Schools	200	200	200	200	200	1,000	0	200	1,200
T.C. Martin Elementary School Study/Renovation/Addition	14,271	3,531	0	0	0	17,802	29,504	0	47,306
Piccowaxen M.S. Boiler Replacement	0	1,099	0	0	0	1,099	80	0	1,179
Elementary School #23	26,501	10,029	0	0	0	36,530	15,424	0	51,954
Full Day Kindergarten Addition: Mitchell E.S.	0	6,885	0	0	0	6,885	450	0	7,335
Full Day Kindergarten Addition: J.C. Parks E.S.	0	4,718	0	0	0	4,718	400	0	5,118
Full Day Kindergarten Addition: Wade E.S.	0	5,124	0	0	0	5,124	400	0	5,524
Full Day Kindergarten Addition: Dr. Higdon E.S.	0	4,600	0	0	0	4,600	425	0	5,025
La Plata High School - Renovation- Security Enhancements and Circulation Upgrades	11,564	9,694	0	0	0	21,258	4,717	0	25,975
Mary H. Matula Elementary - Roof Replacement	1,050	0	0	0	0	1,050	2,249	0	3,299
Mattawoman MS - Roof Replacement	0	4,272	0	0	0	4,272	450	0	4,722
Middle School #9	2,800	801	34,601	34,351	0	72,553	251	0	72,804
Open Space Enclosure at Piccowaxen Middle School	11,451	0	0	0	0	11,451	5,151	0	16,602
Open Space Enclosure at Indian Head Elementary School	4,501	3,651	0	0	0	8,152	0	0	8,152
Open Space Enclosure at Dr. James Craik Elementary School	0	4,801	4,251	0	0	9,052	0	0	9,052
Total without inflation	$73,804	$68,522	$45,194	$35,867	$1,516	$224,903	$62,839	$1,516	289,258
Contingency- Inflation	6,046	8,349	7,250	6,948	59	28,652		417	29,069
Total Board of Education	$79,850	$76,871	$52,444	$42,815	$1,575	$253,555	$62,839	$1,933	$318,327
COLLEGE OF SOUTHERN MARYLAND									
Building Repairs: Bookstore and Campus Center	$0	$0	$4,418	$4,468	$0	$8,886	$0	$0	$8,886
Health Technology Renovation	808	0	0	0	0	808	6,801	0	7,609
Total without inflation	$808	$0	$4,418	$4,468	$0	$9,694	$6,801	$0	$16,495
Contingency- Inflation	0	0	737	903	0	1,640		0	1,640
Total College Southern Maryland	$808	$0	$5,155	$5,371	$0	$11,334	$6,801	$0	$18,135

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Prior Approp. thru FY23	Beyond FY 2028	Project Total
GENERAL GOVERNMENT									
Zekiah Rural Legacy Program	$1,211	$1,212	$1,212	$1,212	$1,212	$6,059	$0	$1,212	$7,271
Nanjemoy Rural Legacy Program	1,211	1,212	1,212	1,212	1,212	6,059	0	1,212	7,271
Agricultural Preservation	810	962	1,112	1,262	1,412	5,558	0	1,412	6,970
Purchase of Developments Rights (PDR) Program	658	659	659	659	659	3,294	0	659	3,953
Various Maintenance Projects	492	493	493	493	493	2,464	0	493	2,957
Radio Communications System Upgrade	855	1,417	0	0	0	2,272	32,418	0	34,690
Charles County VanGO Maintenance Facility	11,785	5,981	0	0	0	17,766	7,145	0	24,911
New La Plata Library	0	5,756	4,887	0	0	10,643	5,318	0	15,961
Blue Crabs Stadium Maintenance	208	209	209	209	209	1,044	370	208	1,622
Old La Plata Library Renovation	0	0	0	2,011	0	2,011	100	0	2,111
Fueling Site Improvements	479	0	0	0	0	479	958	0	1,437
Public Facilities Storage Building	646	0	0	0	0	646	646	0	1,292
Recreation Center	0	446	0	1,120	30,020	31,586	115	20,770	52,471
Replacement of County Financial Software	1,205	0	0	0	0	1,205	4,719	0	5,924
Structures to Address Homelessness	305	0	0	0	0	305	200	0	505
Pinefield EMS Facility	1,555	0	0	0	0	1,555	2,607	0	4,162
Charles County Courthouse HVAC Improvements	2,700	4,251	0	0	0	6,951	2,840	0	9,791
Detention Center Pump Station Rehabilitations	90	804	0	0	0	894	1,779	0	2,673
Hazardous Material Remediation/Demo DNR Bldg	492	0	0	0	0	492	0	0	492
Bel Alton High School Gymnasium Roof Rplmnt	430	0	0	0	0	430	0	0	430
Total without inflation	$25,132	$23,402	$9,784	$8,178	$35,217	$101,713	$59,215	$25,966	$186,894
Contingency- Inflation	1,777	2,383	819	640	7,161	12,780		7,151	19,931
Total General Government	$26,909	$25,785	$10,603	$8,818	$42,378	$114,493	$59,215	$33,117	$206,825
PARKS									
Park Repair & Maintenance Projects	$337	$338	$338	$338	$338	$1,689	$0	$338	$2,027
Various Pedestrian & Bicycle Facilities	82	83	83	83	83	414	407	83	904
Popes Creek Waterfront Phase II	653	837	0	0	0	1,490	472	0	1,962
Smallwood Drive Shared Use Paths	0	480	0	0	0	480	481	0	961
Waldorf Basketball Courts	465	0	0	0	0	465	465	0	930
Billingsley Road Sidewalk (St. Patrick's Dr. to Middletown Rd.)	735	0	0	0	0	735	0	0	735
Westlake Community Sidewalk (St. Patrick's Drive and Md. Rte. 301)	304	0	0	0	0	304	0	0	304
Waldorf Park Development Phase I	0	0	2,393	673	0	3,066	2,174	0	5,240
Waldorf Park Development Phase II	0	0	0	0	673	673	2,002	0	2,675
Total without inflation	$2,576	$1,738	$2,814	$1,094	$1,094	$9,316	$6,001	$421	$15,738
Contingency- Inflation	57	164	54	136	161	572		131	703
Total Parks	$2,633	$1,902	$2,868	$1,230	$1,255	$9,888	$6,001	$552	$16,441

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Prior Approp. thru FY23	Beyond FY 2028	Project Total
TRANSPORTATION									
Road Overlay Program	$5,952	$5,953	$4,703	$4,703	$4,703	$26,014	$0	$4,703	$30,717
County Drainage Systems Improvement Program	567	617	1,192	1,442	1,692	5,510	3,122	2,192	10,824
Safety Improvement Program- Existing Roadways	289	290	290	290	290	1,449	1,187	290	2,926
Traffic Signal Program	287	288	288	288	288	1,439	1,509	288	3,236
Sidewalk Improvement Program	170	171	171	171	171	854	0	171	1,025
Billingsley Road Safety Improvements	180	2,681	0	0	0	2,861	7,729	0	10,590
Turkey Hill Road Reconstruction	0	256	716	296	2,427	3,695	0	2,436	6,131
Old Washington Road Reconstruction	210	0	0	2,798	0	3,008	13,257	0	16,265
Waldorf Urban Redevelopment Corridor Stormwater Outfall	785	2,366	2,626	6,406	2,576	14,759	606	0	15,365
Middletown Road Phase 3 Roadway Improvements - Land Acquisition & Design	800	2,078	0	2,112	0	4,990	269	0	5,259
Total without inflation	$9,240	$14,700	$9,986	$18,506	$12,147	$64,579	$27,679	$10,080	$102,338
Contingency- Inflation	233	1,051	756	2,651	1,570	6,261		2,721	8,982
Total Transportation	$9,473	$15,751	$10,742	$21,157	$13,717	$70,840	$27,679	$12,801	$111,320
Total Governmental	**$119,673**	**$120,309**	**$81,812**	**$79,391**	**$58,925**	**$460,110**	**$162,535**	**$48,403**	**$671,048**

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Prior Approp. thru FY23	Beyond FY 2028	Project Total
FINANCING SOURCES:									
GOVERNMENTAL OPERATIONS:									
BOARD OF EDUCATION									
Bonds	$26,878	$22,332	$8,351	$976	$1,575	$60,112	$21,102	$1,933	$83,147
Operating Transfer- General Fund	1,339	1,790	590	1,090	0	4,809	149	0	4,958
Fair Share Excise Tax Bonds	24,625	19,501	18,851	19,298	0	82,275	14,182	0	96,457
Total County Funding	52,842	43,623	27,792	21,364	1,575	147,196	35,433	1,933	184,562
State	27,008	33,248	24,652	21,451	0	106,359	27,406	0	133,765
Total Funding	$79,850	$76,871	$52,444	$42,815	$1,575	$253,555	$62,839	$1,933	$318,327
COLLEGE OF SOUTHERN MARYLAND									
Bonds	$204	$0	$1,900	$2,022	$0	$4,126	$1,705	$0	$5,831
Total County Funding	204	0	1,900	2,022	0	4,126	1,705	0	5,831
State	604	0	3,255	3,349	0	7,208	5,096	0	12,304
Total Funding	$808	$0	$5,155	$5,371	$0	$11,334	$6,801	$0	$18,135
GENERAL GOVERNMENT									
Bonds	$5,992	$10,558	$5,869	$3,653	$40,169	$66,241	$38,508	$30,328	$135,077
Fund Balance Appropriation	0	0	0	0	0	0	6,493	0	6,493
Operating Transfer- General Fund	8,690	7,996	2,633	3,064	108	22,491	7,321	107	29,919
Total County Funding	14,682	18,554	8,502	6,717	40,277	88,732	52,322	30,435	171,489
Federal	9,000	4,560	0	0	0	13,560	5,200	0	18,760
State	3,126	2,570	2,000	2,000	2,000	11,696	525	2,553	14,774
Other: _____	101	101	101	101	101	505	1,168	129	1,802
Total Funding	$26,909	$25,785	$10,603	$8,818	$42,378	$114,493	$59,215	$33,117	$206,825
PARKS									
Bonds	$260	$900	$222	$309	$417	$2,108	$1,917	$214	$4,239
Operating Transfer- General Fund	1,575	421	2,146	421	338	4,901	272	338	5,511
Total County Funding	1,835	1,321	2,368	730	755	7,009	2,190	552	9,751
State	798	581	500	500	500	2,879	3,811	0	6,690
Total Funding	$2,633	$1,902	$2,868	$1,230	$1,255	$9,888	$6,001	$552	$16,441
TRANSPORTATION									
Bonds	$6,636	$14,066	$9,057	$19,472	$12,032	$61,263	$25,809	$11,086	$98,159
Fund Balance Appropriation	900	0	0	0	0	900	88	0	988
Operating Transfer- General Fund	1,775	1,523	1,523	1,523	1,523	7,867	1,782	1,508	11,157
Total County Funding	9,311	15,589	10,580	20,995	13,555	70,030	27,679	12,594	110,304
Federal	0	0	0	0	0	0	0	0	0
State	162	162	162	162	162	810	0	207	1,017
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	$9,473	$15,751	$10,742	$21,157	$13,717	$70,840	$27,679	$12,801	$111,320
Total Governmental	**$119,673**	**$120,309**	**$81,812**	**$79,391**	**$58,925**	**$460,110**	**$162,535**	**$48,403**	**$671,048**

($ in thousands)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Prior Approp. thru FY23	Beyond FY 2028	Project Total
ENTERPRISE FUND OPERATIONS									
WATER & SEWER									
Automation & Technology Master Plan	232	834	1,274	0	0	2,340	5,150	0	7,490
Utilities Professional Development & Training Center	0	0	206	1,404	0	1,610	0	0	1,610
Utilities Waldorf Regional Facility	0	731	3,180	3,255	3,205	10,371	0	0	10,371
Bel Alton and Chapel Point Connection	0	0	6,966	0	0	6,966	1,351	0	8,317
Ellenwood, Mariellen and Newtown Connection	0	0	6,966	0	0	6,966	550	0	7,516
Satellite Water Facility Upgrades	655	831	936	1,319	1,249	4,990	8,114	1,249	14,353
Gleneagles 2MG Water Tower	325	4,372	0	0	0	4,697	4,428	0	9,125
Bryans Road 2MG Water Tower	321	3,543	2,806	0	0	6,670	2,350	0	9,020
Hughesville Water Line	1,065	66	3,866	5,766	5,766	16,529	4,186	2,347	23,062
Bryans Village Waterline Interconnection	55	1,152	1,152	0	0	2,359	361	0	2,720
Strawberry Hills Waterline	771	0	0	0	0	771	828	0	1,599
Middletown Rd-Bensville Rd Waterline Interconnection	55	1,222	2,216	0	0	3,493	4,452	0	7,945
Waldorf Water Tower #8	205	4,246	4,086	0	0	8,537	669	0	9,206
Waldorf Water Tower #8 Water Distribution	215	1,236	0	0	0	1,451	633	0	2,084
Old Washington Road Waterline	0	0	0	1,302	0	1,302	1,740	0	3,042
Potomac River Water Supply Treatment Plant	803	1,004	1,504	704	2,634	6,649	1,551	171,743	179,943
WSSC Waldorf Interconnection	1,955	16,366	25,556	4,606	0	48,483	6,735	0	55,218
White Plains Water Enhancements	180	1,691	1,641	0	0	3,512	421	0	3,933
Acton Lane Water Main Extension	210	1,351	0	0	0	1,561	0	0	1,561
Waldorf Well #18	465	216	1,716	1,656	0	4,053	0	0	4,053
Billingsley Road Water Main Extension	330	1,756	1,756	0	0	3,842	0	0	3,842
Leonardtown Road Water Main Replacement	0	0	406	1,566	2,351	4,323	0	4,702	9,025
Waldorf Well #17	3,669	0	0	0	0	3,669	4,383	0	8,052
Westlake Water Tower Rehabilitation	1,815	0	0	0	0	1,815	0	0	1,815
MWWTP Electrical System Replacement	7,735	7,709	5,206	2,856	0	23,506	9,797	0	33,303
Mattawoman Infiltration and Inflow PH II	1,609	1,110	3,510	3,510	3,510	13,249	16,324	3,510	33,083
Mattawoman WWTP Automation	1,498	1,499	1,499	231	0	4,727	10,344	0	15,071
Pump Station Rehabs and Replacements	5,104	11,631	7,734	4,394	2,714	31,577	7,336	5,756	44,669
Satellite Wastewater Facility Upgrades	3,228	6,929	1,653	894	894	13,598	4,516	894	19,008
MWWTP Clarifier and Thickener Improvements	2,794	4,548	2,446	756	0	10,544	20,798	0	31,342
MWWTP Utility Water System Evaluation & Improvement	598	829	820	1,729	876	4,852	2,928	0	7,780
Zekiah Pump Station Upgrade	1,635	1,236	5,586	5,586	2,506	16,549	1,432	0	17,981
Zekiah Pump Station Forcemain	340	286	1,135	1,006	0	2,767	1,879	0	4,646
Cliffton WWTP Improvements	3,105	0	0	0	0	3,105	11,247	0	14,352
Hughesville Collection Sewer System	1,985	986	2,586	5,586	5,586	16,729	1,057	9,086	26,872
MWWTP Septage/Hauled Waste Receiving Facility	2,598	2,599	2,619	2,539	1,356	11,711	1,251	0	12,962
MWWTP Effluent Filters Improvements	5,569	6,115	4,705	4,705	1,444	22,538	3,998	0	26,536
MWWTP Reclaimed Water Pump Station Improvements	1,550	1,551	1,469	0	0	4,570	1,183	0	5,753
MWWTP Effluent PS Forcemain Surge Management System	2,024	2,105	1,249	0	0	5,378	1,334	0	6,712
MWWTP Belt Filter Press Replacement	3,468	3,419	1,274	0	0	8,161	7,935	0	16,096
MWWTP Process Improvements - Parent	3,526	5,500	6,010	8,831	14,071	37,938	3,051	139,589	180,578
MWWTP UV Disinfection System Upgrades	4,547	4,343	964	0	0	9,854	3,452	0	13,306
MWWTP Headworks Improvements	955	3,431	3,231	3,231	3,231	14,079	820	3,481	18,380
MWWTP BNR Improvements-Parent	6,555	5,321	5,181	5,181	1,221	23,459	1,385	0	24,844
Post Office Road Sewer Capacity Improvements	992	993	0	0	0	1,985	6,457	0	8,442
Hughesville Package Treatment Plant	575	176	176	5,426	5,426	11,779	5,915	3,550	21,244
Zekiah Interceptor Sewer Upgrades	305	2,496	0	0	0	2,801	3,613	0	6,414
Sewer Pump Station Capacity Study	125	0	0	0	0	125	329	0	454
Total without inflation	$75,746	$115,429	$125,286	$78,039	$58,040	$452,540	$176,283	$345,907	$974,730
Contingency-inflation	3,093	9,875	15,551	10,405	8,250	47,174	0	95,682	142,855
Total WATER & SEWER	$78,839	$125,304	$140,837	$88,444	$66,290	$499,714	$176,283	$441,589	$1,117,585
Water	14,387	44,941	74,302	22,873	16,571	173,074	45,327	229,429	447,828
Sewer	64,452	80,363	66,535	65,571	49,719	326,640	130,956	212,160	669,756
Total WATER & SEWER	$78,839	$125,304	$140,837	$88,444	$66,290	$499,714	$176,283	$441,589	$1,117,585

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2024 APPROVED CAPITAL PROJECT BUDGET
FY2024-FY2028 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Prior Approp. thru FY23	Beyond FY 2028	Project Total
SOLID WASTE FUND									
Landfill Gas to Energy	975	1,006	806	0	0	2,787	980	0	3,767
Landfill Cell 4B	0	7,586	6,707	0	0	14,293	0	0	14,293
Landfill Cell 4C	0	0	57	12,858	0	12,915	0	0	12,915
Landfill Leachate Management System	5,111	0	0	0	0	5,111	6,844	0	11,955
Total without inflation	$6,086	$8,592	$7,570	$12,858	$0	$35,106	$7,824	$0	$42,930
Contingency-inflation	507	1,008	1,129	2,598	0	5,242	0	0	5,242
Total SOLID WASTE FUND	$6,593	$9,600	$8,699	$15,456	$0	$40,348	$7,824	$0	$48,172
WATERSHED PROTECTION & RESTORATION FUND (WPRF)									
NPDES Retrofit Projects	$2,005	$2,206	$3,506	$4,806	$6,106	$18,629	$47,501	$6,106	$72,236
Gilbert Run Watershed Dam Repairs	990	991	0	0	0	1,981	2,269	0	4,250
Full Delivery of Water Quality Improvements	0	556	556	0	0	1,112	1,638	0	2,750
Floodplain Analysis Study	0	97	0	0	0	97	474	0	571
Forest Conservation Watershed Program	0	1,006	1,006	1,006	1,006	4,024	1,005	1,006	6,035
Public Facilities Vehicle Wash Bay Roof Retrofit	155	0	0	0	0	155	175	0	330
Total without inflation	$3,150	$4,856	$5,068	$5,812	$7,112	$25,998	$53,062	$7,112	$86,172
Contingency-inflation	0	0	0	0	0	0	0	0	0
Total WPRF	$3,150	$4,856	$5,068	$5,812	$7,112	$25,998	$53,062	$7,112	$86,172
ENVIRONMENTAL SERVICE FUND									
County Mulching Facility Relocation & Composting Fa	$455	$331	$0	$0	$0	$786	$729	$0	$1,515
Pisgah Recycling Center Renovation	1,055	0	0	0	0	1,055	0	0	1,055
Total without inflation	$1,510	$331	$0	$0	$0	$1,841	$729	$0	$2,570
Contingency-inflation	145	44	0	0	0	189	0	0	189
Total ENVIRONMENTAL SERVICE FUND	$1,655	$375	$0	$0	$0	$2,030	$729	$0	$2,759
TOTAL ENTERPRISE FUNDS	**$90,237**	**$140,135**	**$154,604**	**$109,712**	**$73,402**	**$568,090**	**$237,897**	**$448,701**	**$1,254,687**
TOTAL ALL PROJECTS	**$209,910**	**$260,444**	**$236,416**	**$189,103**	**$132,327**	**$1,028,200**	**$399,951**	**$497,104**	**$1,925,254**

FINANCING SOURCES

ENTERPRISE FUND OPERATIONS:

WATER AND SEWER FUND

Water Projects

Bonds	$14,387	$44,878	$74,239	$22,873	$16,571	$172,948	$45,327	$229,429	$447,703
Operating Transfer	0	63	63	0	0	126	0	0	126
Total Funding	$14,387	$44,941	$74,302	$22,873	$16,571	$173,074	$45,327	$229,429	$447,829

Sewer Projects

Bonds	$58,322	$73,072	$61,191	$61,107	$46,390	$300,082	$119,946	$184,728	$604,756
Operating Transfer	125	63	63	0	0	251	444	0	695
Total County Funding	$58,447	$73,135	$61,254	$61,107	$46,390	$300,333	$120,390	$184,728	$605,451
State	0	0	0	0	0	0	300	0	300
Other: WSSC	6,005	7,228	5,281	4,464	3,329	26,307	10,266	27,432	64,005
Total Funding	$64,452	$80,363	$66,535	$65,571	$49,719	$326,640	$130,956	$212,160	$669,756

SOLID WASTE FUND

Bonds	$0	$0	$0	$0	$0	$0	$617	$0	$617
Capital Budget Reserve	6,593	9,600	8,699	15,456	0	40,348	7,207	0	47,555
Total County Funding	$6,593	$9,600	$8,699	$15,456	$0	$40,348	$7,824	$0	$48,172
Total Funding	$6,593	$9,600	$8,699	$15,456	$0	$40,348	$7,824	$0	$48,172

WATERSHED PROTECTION & RESTORATION FUND (WPRF)

Bonds	$2,373	$4,682	$4,991	$5,735	$7,035	$24,816	$51,645	$7,035	$83,496
Operating Transfer	77	174	77	77	77	482	716	77	1,275
State	700	0	0	0	0	700	700	0	1,400
Total Funding	$3,150	$4,856	$5,068	$5,812	$7,112	$25,998	$53,062	$7,112	$86,172

ENVIRONMENTAL SERVICE FUND

Bonds	$1,655	$375	$0	$0	$0	$2,030	$729	$0	$2,759
Total Funding	$1,655	$375	$0	$0	$0	$2,030	$729	$0	$2,759
TOTAL ENTERPRISE FUNDS	**$90,237**	**$140,135**	**$154,604**	**$109,712**	**$73,402**	**$568,090**	**$237,897**	**$448,701**	**$1,254,687**
TOTAL ALL PROJECTS	**$209,910**	**$260,444**	**$236,416**	**$189,103**	**$132,327**	**$1,028,200**	**$399,951**	**$497,104**	**$1,925,254**

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ 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 65% share, with the other 35% of the construction, as well as, 100% design, equipment, and miscellaneous costs funded by the County.

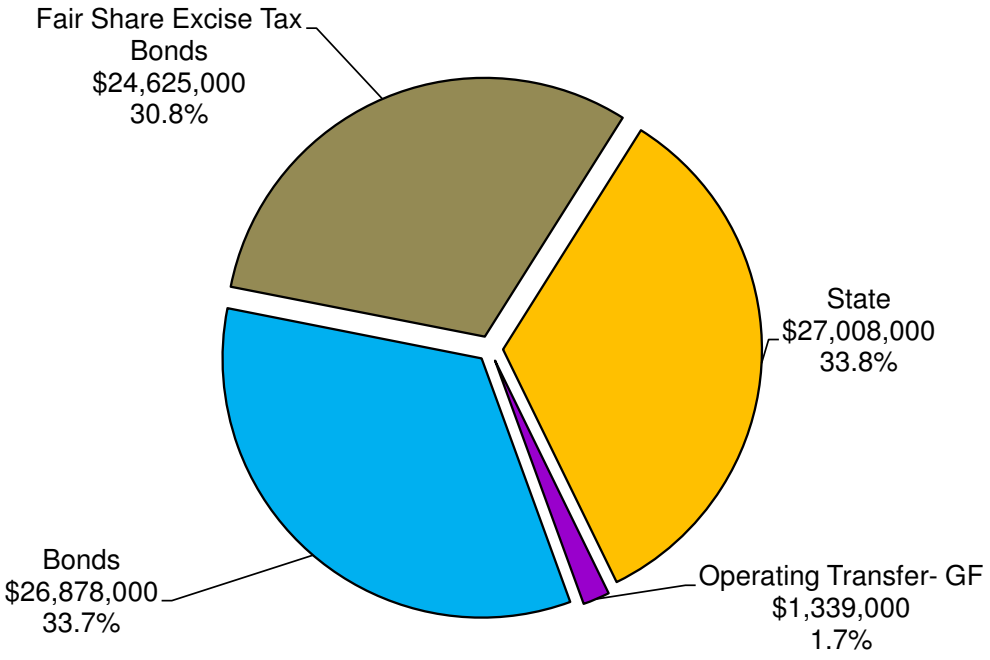
EXPENSE BUDGET	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$3,704	$1,556	$85	$88	$90	$5,523	$10,700	$93	$16,316
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	68,943	67,380	47,561	39,002	1,446	224,332	48,014	1,799	274,145
Equipment	2,987	3,756	2,528	2,303	20	11,594	449	20	12,063
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	9	15	4	3	2	33	17	3	53
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	617	936	500	200	0	2,253	2,474	0	4,727
Contingency	3,590	3,228	1,766	1,219	17	9,820	1,185	18	11,023
Total Outlay	**$79,850**	**$76,871**	**$52,444**	**$42,815**	**$1,575**	**$253,555**	**$62,839**	**$1,933**	**$318,327**
FINANCING SOURCES									
Bonds	$26,878	$22,332	$8,351	$976	$1,575	$60,112	$21,102	$1,933	$83,147
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	1,339	1,790	590	1,090	0	4,809	149	0	4,958
Operating Transfer CIP	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	24,625	19,501	18,851	19,298	0	82,275	14,182	0	96,457
Total County Funding	$52,842	$43,623	$27,792	$21,364	$1,575	$147,196	$35,433	$1,933	$184,562
State	27,008	33,248	24,652	21,451	0	106,359	27,406	0	133,765
Other: Forward Fund State Share	0	0	0	0	0	0	0	0	0
Total Funding	**$79,850**	**$76,871**	**$52,444**	**$42,815**	**$1,575**	**$253,555**	**$62,839**	**$1,933**	**$318,327**

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	57.60	57.60	151.40	0.00	151.40
Personnel Costs	0.0	0.0	4,269.7	4,483.2	18,695.8	0.0	19,630.6
Operating	0.0	0.0	491.3	515.9	1,183.4	0.0	1,204.4
Start-Up Cost	0.0	0.0	0.0	0.0	2,704.5	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$4,761.0**	**$4,999.1**	**$22,583.7**	**$0.0**	**$20,835.0**
Debt Service: Bonds	1,898.0	4,038.7	5,676.1	6,288.0	6,371.3	1,898.0	6,644.0
Debt Service: Excise Tax Bonds	1,748.5	4,418.4	6,302.2	7,923.3	9,452.1	1,748.5	9,452.1
Total Impact	**$3,646.5**	**$8,457.1**	**$16,739.3**	**$19,210.4**	**$38,407.1**	**$3,646.5**	**$36,931.1**

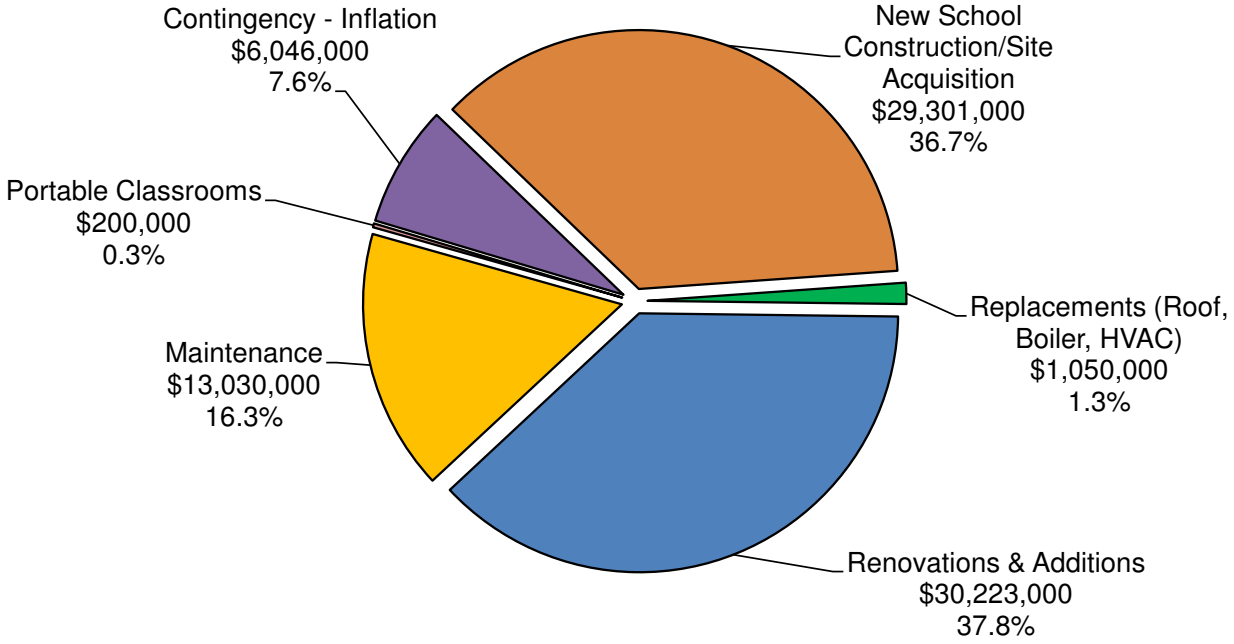
Projects with Future Operating Impacts:

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028	FTE
Elementary School #23	0.0	0.0	4,761.0	4,999.1	5,249.0	5,486.2	57.60
Middle School #9	0.0	0.0	0.0	0.0	17,334.7	15,348.8	93.80
Total	**$0.0**	**$0.0**	**$4,761.0**	**$4,999.1**	**$22,583.7**	**$20,835.0**	**151.40**

FY24 Board of Education Financing Sources
Total $79,850,000

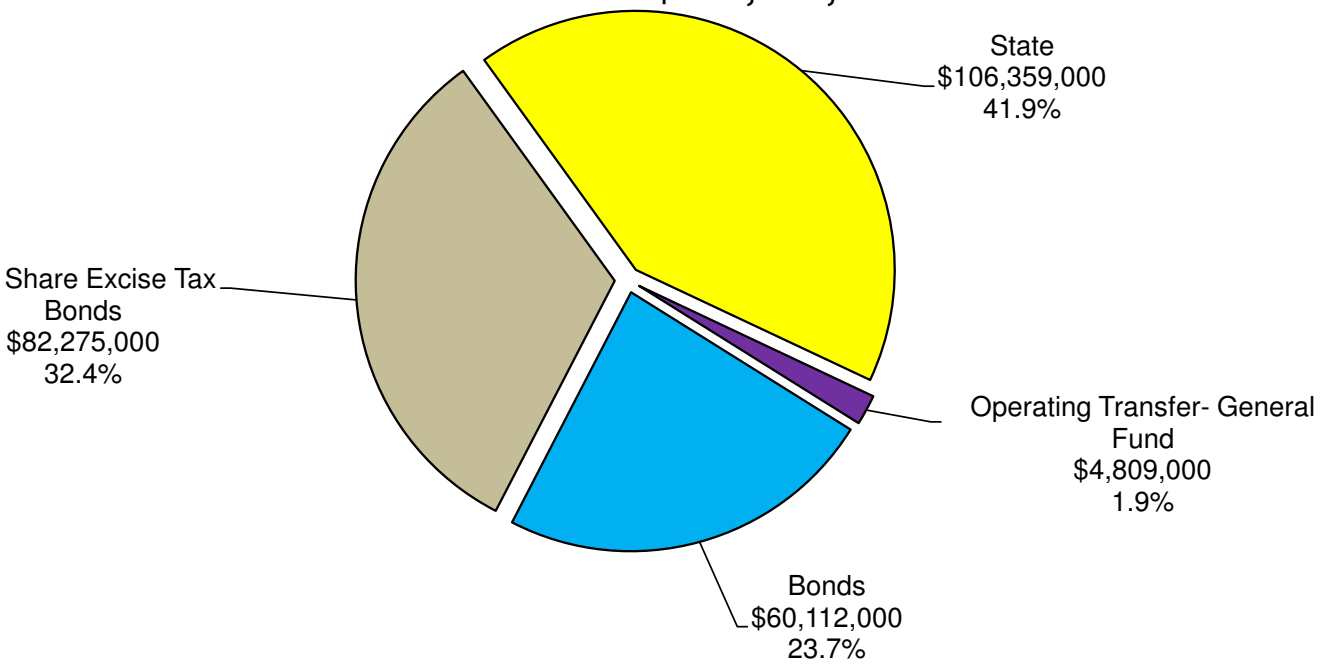


FY24 Board of Education by Project Type
Total $79,850,000



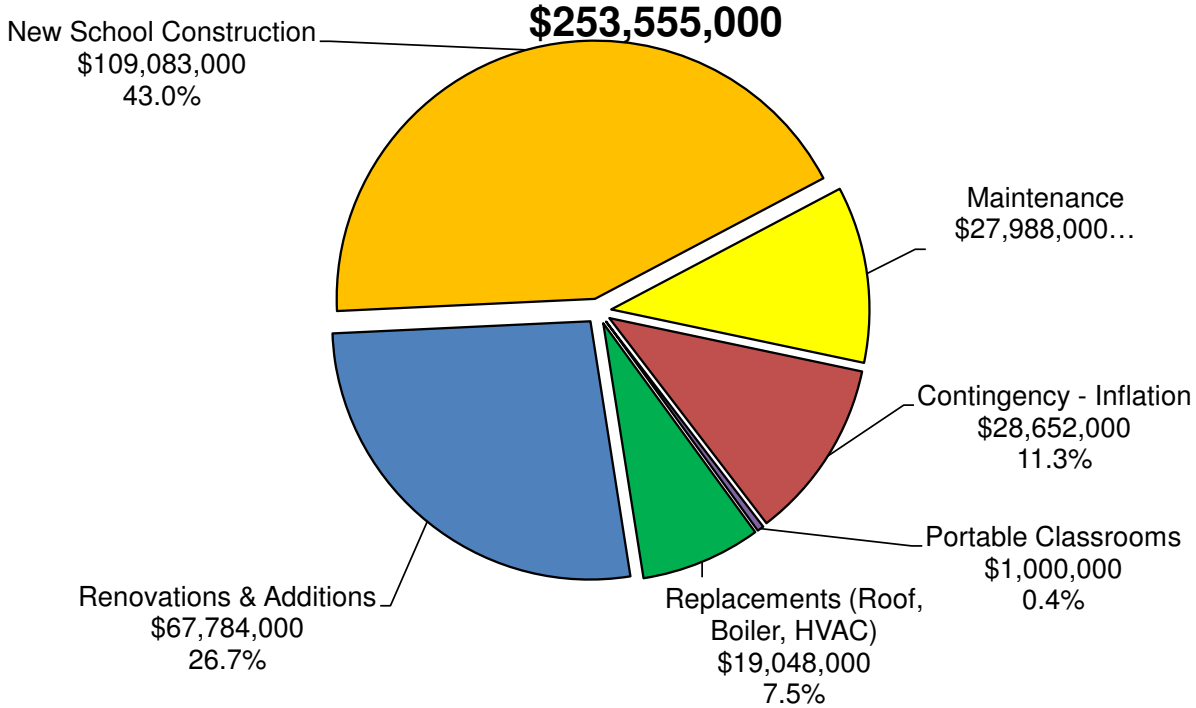
Renovations & Additions include funds to modernize and expand T.C. Martin Elementary School; renovate and enhance security at La Plata High School; full-day kindergarten additions at Walter J. Mitchell, Wade, Dr. Higdon, and J.C. Parks Elementary Schools; and an open space enclosure at Piccowaxen Middle School and Indian Head Elementary School. The New School Construction/Site Acquisition represent funding for the New Elementary School #23 and the new Middle School #9.

FY24-FY28 Board of Education Financing Sources
Total $253,555,000



Funding is being utilized for T.C. Martin Elementary School and La Plata High School renovations, open space enclosure additions at Piccowaxen Middle School, Indian Head Elementary School, and Dr. James Craik Elementary School, and to help fund roof, boiler replacements, and various maintenance projects at various schools. Funding in the form of Fair Share Excise Tax Bonds is used to accommodate full-day kindergarten additions, a new Elementary School #23, and a new Middle School #9.

FY24-FY28 Board of Education by Project TypeTotal
$253,555,000



Funds provided for renovations and additions are to renovate T.C. Martin Elementary School and La Plata High School, as well as renovations and additions for full-day kindergarten at various schools throughout the county, and the addition of open space enclosures at Piccowaxen Middle School, Indian Head Elementary School, and Dr. James Craik Elementary School. Funding for new school construction includes a new elementary school and a new middle school.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**

Smallwood M.S. Roof/Chiller/H&V/UV Replacement **New Capacity**

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. The roof replacement was funded by the State as a Healthy Schools Grant project for FY 2023.

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

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$663	$0	$663
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	7,350	4,476	0	0	11,826	2,674	0	14,500
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	50	0	0	0	50	0	0	50
Contingency	0	400	350	0	0	750	0	0	750
Total Outlay	**$0**	**$7,801**	**$4,826**	**$0**	**$0**	**$12,627**	**$3,338**	**$0**	**$15,965**
FINANCING SOURCES									
Bonds	$0	$3,851	$1,626	$0	$0	$5,477	$664	$0	$6,141
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	$3,851	$1,626	$0	$0	$5,477	$664	$0	$6,141
Federal	0	0	0	0	0	0	0	0	0
State	0	3,950	3,200	0	0	7,150	2,674	0	9,824
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$7,801**	**$4,826**	**$0**	**$0**	**$12,627**	**$3,338**	**$0**	**$15,965**

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	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	59.7	59.7	406.1	552.3	552.3	59.7	552.3
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$59.7**	**$59.7**	**$406.1**	**$552.3**	**$552.3**	**$59.7**	**$552.3**

LOCATION: **COMMISSIONER DISTRICT:**

General Smallwood Middle School 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By: BOE**
New Capacity

BOE: Various Maintenance Projects

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. Increased need for funding is based on impacts of COVID-19 on the school systems including school buildings and aging infrastructure.

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

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
Architectural & Engineering	$50	$50	$50	$50	$50	$250	$0	$50	$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,415	1,265	1,265	1,265	1,265	6,475	0	1,265	7,740
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	**$1,466**	**$1,316**	**$1,316**	**$1,316**	**$1,316**	**$6,730**	**$0**	**$1,316**	**$8,046**
FINANCING SOURCES									
Bonds	$876	$726	$726	$726	$1,316	$4,370	$0	$1,316	$5,686
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	590	590	590	590	0	2,360	0	0	2,360
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$1,466	$1,316	$1,316	$1,316	$1,316	$6,730	$0	$1,316	$8,046
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	**$1,466**	**$1,316**	**$1,316**	**$1,316**	**$1,316**	**$6,730**	**$0**	**$1,316**	**$8,046**

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	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	78.8	144.1	209.4	274.7	0.0	511.4
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$78.8**	**$144.1**	**$209.4**	**$274.7**	**$0.0**	**$511.4**

LOCATION: **COMMISSIONER DISTRICT:**
Various schools throughout the County Varies

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
Local Portable Classrooms - Various Schools **New Capacity**

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.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
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 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
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	18.0	36.0	54.0	72.0	0.0	107.9
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$18.0**	**$36.0**	**$54.0**	**$72.0**	**$0.0**	**$107.9**

LOCATION: **COMMISSIONER DISTRICT:**
Various schools Varies

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity 80%** **Requested By: BOE**
New Capacity 20%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$2,564	$0	$2,564
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	12,270	3,530	0	0	0	15,800	25,649	0	41,449
Equipment	2,000	0	0	0	0	2,000	0	0	2,000
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	0	0	0	2	2	0	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	754	0	754
Contingency	0	0	0	0	0	0	535	0	535
Total Outlay	**$14,271**	**$3,531**	**$0**	**$0**	**$0**	**$17,802**	**$29,504**	**$0**	**$47,306**
FINANCING SOURCES									
Bonds	$587	$2,825	$0	$0	$0	$3,412	$9,943	$0	$13,355
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	600	0	0	0	0	600	0	0	600
Fair Share Excise Tax Bonds	2,854	706	0	0	0	3,560	5,801	0	9,361
Total County Funding	$4,041	$3,531	$0	$0	$0	$7,572	$15,744	$0	$23,316
Federal	0	0	0	0	0	0	0	0	0
State	10,230	0	0	0	0	10,230	13,760	0	23,990
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$14,271**	**$3,531**	**$0**	**$0**	**$0**	**$17,802**	**$29,504**	**$0**	**$47,306**

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	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	894.3	947.1	1,201.2	1,201.2	1,201.2	894.3	1,201.2
Debt Service: Excise Tax Bonds	715.2	1,067.1	1,154.1	1,154.1	1,154.1	715.2	1,154.1
Total Impact	**$1,609.5**	**$2,014.2**	**$2,355.3**	**$2,355.3**	**$2,355.3**	**$1,609.5**	**$2,355.3**

LOCATION: **COMMISSIONER DISTRICT:**
T.C. Martin E.S. 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
New Capacity

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$79	$0	$79
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	998	0	0	0	998	0	0	998
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	15	0	0	0	15	0	0	15
Contingency	0	85	0	0	0	85	0	0	85
Total Outlay	**$0**	**$1,099**	**$0**	**$0**	**$0**	**$1,099**	**$80**	**$0**	**$1,179**
FINANCING SOURCES									
Bonds	$0	$449	$0	$0	$0	$449	$80	$0	$529
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	$449	$0	$0	$0	$449	$80	$0	$529
Federal	0	0	0	0	0	0	0	0	0
State	0	650	0	0	0	650	0	0	650
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$1,099**	**$0**	**$0**	**$0**	**$1,099**	**$80**	**$0**	**$1,179**

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	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	7.2	7.2	47.6	47.6	47.6	7.2	47.6
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$7.2**	**$7.2**	**$47.6**	**$47.6**	**$47.6**	**$7.2**	**$47.6**

LOCATION: **COMMISSIONER DISTRICT:**
Piccowaxen M.S. 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By: BOE**
New Capacity 100%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$2,430	$0	$2,430
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	25,000	7,928	0	0	0	32,928	12,522	0	45,450
Equipment	0	2,100	0	0	0	2,100	0	0	2,100
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	0	0	0	2	2	0	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	470	0	470
Contingency	1,500	0	0	0	0	1,500	0	0	1,500
Total Outlay	**$26,501**	**$10,029**	**$0**	**$0**	**$0**	**$36,530**	**$15,424**	**$0**	**$51,954**
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	500	0	0	0	500	0	0	500
Fair Share Excise Tax Bonds	16,001	4,466	0	0	0	20,467	6,455	0	26,922
Total County Funding	$16,001	$4,966	$0	$0	$0	$20,967	$6,455	$0	$27,422
Federal	0	0	0	0	0	0	0	0	0
State	10,500	5,063	0	0	0	15,563	8,969	0	24,532
Other: Forward Fund State Share	0	0	0	0	0	0	0	0	0
Total Funding	**$26,501**	**$10,029**	**$0**	**$0**	**$0**	**$36,530**	**$15,424**	**$0**	**$51,954**

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	57.60	57.60	57.60	0.00	57.60
Personnel Costs	0.0	0.0	4,269.7	4,483.2	4,707.3	0.0	4,942.7
Operating	0.0	0.0	491.3	515.9	541.7	0.0	543.5
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$4,761.0**	**$4,999.1**	**$5,249.0**	**$0.0**	**$5,486.2**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	795.9	2,768.6	3,319.3	3,319.3	3,319.3	795.9	3,319.3
Total Impact	**$795.9**	**$2,768.6**	**$8,080.3**	**$8,318.4**	**$8,568.3**	**$795.9**	**$8,805.5**

LOCATION: **COMMISSIONER DISTRICT:**
St. Charles Parkway 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By: BOE**
New Capacity 100%

Full Day Kindergarten Addition: Walter J. Mitchell E.S.

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. Scope is expanded to add 1 pre-kindergarten classroom to address the Blueprint for Maryland Schools requirement for Full-Day Pre-K.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$448	$0	$448
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	6,159	0	0	0	6,159	0	0	6,159
Equipment	0	175	0	0	0	175	0	0	175
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	100	0	0	0	100	0	0	100
Contingency	0	450	0	0	0	450	0	0	450
Total Outlay	**$0**	**$6,885**	**$0**	**$0**	**$0**	**$6,885**	**$450**	**$0**	**$7,335**
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	175	0	0	0	175	0	0	175
Fair Share Excise Tax Bonds	0	1,976	0	0	0	1,976	450	0	2,426
Total County Funding	$0	$2,151	$0	$0	$0	$2,151	$450	$0	$2,601
Federal	0	0	0	0	0	0	0	0	0
State	0	4,734	0	0	0	4,734	0	0	4,734
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$6,885**	**$0**	**$0**	**$0**	**$6,885**	**$450**	**$0**	**$7,335**

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	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	299.1	299.1	299.1	55.5	299.1
Total Impact	**$55.5**	**$55.5**	**$299.1**	**$299.1**	**$299.1**	**$55.5**	**$299.1**

LOCATION: **COMMISSIONER DISTRICT:**
Walter J. Mitchell Elementary School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By: BOE**
New Capacity 100%

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. Scope is expanded to add 1 pre-kindergarten classroom to address the Blueprint for Maryland Schools requirement for Full-Day Pre-K.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$399	$0	$399
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	4,017	0	0	0	4,017	0	0	4,017
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	100	0	0	0	100	0	0	100
Contingency	0	450	0	0	0	450	0	0	450
Total Outlay	**$0**	**$4,718**	**$0**	**$0**	**$0**	**$4,718**	**$400**	**$0**	**$5,118**

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	150	0	0	0	150	0	0	150
Fair Share Excise Tax Bonds	0	2,262	0	0	0	2,262	400	0	2,662
Total County Funding	$0	$2,412	$0	$0	$0	$2,412	$400	$0	$2,812
Federal	0	0	0	0	0	0	0	0	0
State	0	2,306	0	0	0	2,306	0	0	2,306
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$4,718**	**$0**	**$0**	**$0**	**$4,718**	**$400**	**$0**	**$5,118**

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	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	49.3	49.3	328.2	328.2	328.2	49.3	328.2
Total Impact	**$49.3**	**$49.3**	**$328.2**	**$328.2**	**$328.2**	**$49.3**	**$328.2**

LOCATION: **COMMISSIONER DISTRICT:**
J. C. Parks Elementary School 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By: BOE**
New Capacity 100%

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. Scope is expanded to add 1 pre-kindergarten classroom to address the Blueprint for Maryland Schools requirement for Full-Day Pre-K.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$399	$0	$399
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	4,398	0	0	0	4,398	0	0	4,398
Equipment	0	175	0	0	0	175	0	0	175
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	100	0	0	0	100	0	0	100
Contingency	0	450	0	0	0	450	0	0	450
Total Outlay	**$0**	**$5,124**	**$0**	**$0**	**$0**	**$5,124**	**$400**	**$0**	**$5,524**
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	175	0	0	0	175	0	0	175
Fair Share Excise Tax Bonds	0	3,140	0	0	0	3,140	400	0	3,540
Total County Funding	$0	$3,315	$0	$0	$0	$3,315	$400	$0	$3,715
Federal	0	0	0	0	0	0	0	0	0
State	0	1,809	0	0	0	1,809	0	0	1,809
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$5,124**	**$0**	**$0**	**$0**	**$5,124**	**$400**	**$0**	**$5,524**

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	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	49.3	49.3	436.4	436.4	436.4	49.3	436.4
Total Impact	**$49.3**	**$49.3**	**$436.4**	**$436.4**	**$436.4**	**$49.3**	**$436.4**

LOCATION: **COMMISSIONER DISTRICT:**
William B. Wade Elementary School 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By: BOE**
New Capacity 100%

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. Scope is expanded to add 1 pre-kindergarten classroom to address the Blueprint for Maryland Schools requirement for Full-Day Pre-K.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$424	$0	$424
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	3,849	0	0	0	3,849	0	0	3,849
Equipment	0	200	0	0	0	200	0	0	200
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	100	0	0	0	100	0	0	100
Contingency	0	450	0	0	0	450	0	0	450
Total Outlay	**$0**	**$4,600**	**$0**	**$0**	**$0**	**$4,600**	**$425**	**$0**	**$5,025**
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	200	0	0	0	200	0	0	200
Fair Share Excise Tax Bonds	0	1,928	0	0	0	1,928	425	0	2,353
Total County Funding	$0	$2,128	$0	$0	$0	$2,128	$425	$0	$2,553
Federal	0	0	0	0	0	0	0	0	0
State	0	2,472	0	0	0	2,472	0	0	2,472
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$4,600**	**$0**	**$0**	**$0**	**$4,600**	**$425**	**$0**	**$5,025**

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	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	52.4	52.4	290.1	290.1	290.1	52.4	290.1
Total Impact	**$52.4**	**$52.4**	**$290.1**	**$290.1**	**$290.1**	**$52.4**	**$290.1**

LOCATION: **COMMISSIONER DISTRICT:**
Dr. Thomas L. Higdon Elementary School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**

La Plata High School - Renovation- Security Enhancements and Circulation Upgrades

New Capacity

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. State funding is from Built to Learn overseen by the Maryland Stadium Authority.

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

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$1,700	$0	$1,700
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	10,764	9,693	0	0	0	20,457	1,916	0	22,373
Equipment	149	0	0	0	0	149	149	0	298
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	0	0	0	2	2	0	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	150	0	0	0	0	150	450	0	600
Contingency	500	0	0	0	0	500	500	0	1,000
Total Outlay	**$11,564**	**$9,694**	**$0**	**$0**	**$0**	**$21,258**	**$4,717**	**$0**	**$25,975**
FINANCING SOURCES									
Bonds	$5,137	$30	$0	$0	$0	$5,167	$4,568	$0	$9,735
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	149	0	0	0	0	149	149	0	298
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$5,286	$30	$0	$0	$0	$5,316	$4,717	$0	$10,033
Federal	0	0	0	0	0	0	0	0	0
State Built to Learn	6,278	0	0	0	0	6,278	0	0	6,278
State	0	9,664	0	0	0	9,664	0	0	9,664
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$11,564**	**$9,694**	**$0**	**$0**	**$0**	**$21,258**	**$4,717**	**$0**	**$25,975**

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	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	410.9	872.9	875.6	875.6	875.6	410.9	875.6
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$410.9**	**$872.9**	**$875.6**	**$875.6**	**$875.6**	**$410.9**	**$875.6**

LOCATION: **COMMISSIONER DISTRICT:**

La Plata High School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**

Mary H. Matula Elementary - Roof Replacement **New Capacity**

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$245	$0	$245
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	782	0	0	0	0	782	2,003	0	2,785
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	0	0	0	0	1	1	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	17	0	0	0	0	17	0	0	17
Contingency	250	0	0	0	0	250	0	0	250
Total Outlay	**$1,050**	**$0**	**$0**	**$0**	**$0**	**$1,050**	**$2,249**	**$0**	**$3,299**
FINANCING SOURCES									
Bonds	$1,050	$0	$0	$0	$0	$1,050	$246	$0	$1,296
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	$1,050	$0	$0	$0	$0	$1,050	$246	$0	$1,296
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	2,003	0	2,003
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,050**	**$0**	**$0**	**$0**	**$0**	**$1,050**	**$2,249**	**$0**	**$3,299**

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	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	22.1	116.6	116.6	116.6	116.6	22.1	116.6
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$22.1**	**$116.6**	**$116.6**	**$116.6**	**$116.6**	**$22.1**	**$116.6**

LOCATION: **COMMISSIONER DISTRICT:**

Mary H. Matula Elementary School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
Mattawoman MS - Roof Replacement **New Capacity**

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$449	$0	$449
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	4,000	0	0	0	4,000	0	0	4,000
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	21	0	0	0	21	0	0	21
Contingency	0	250	0	0	0	250	0	0	250
Total Outlay	**$0**	**$4,272**	**$0**	**$0**	**$0**	**$4,272**	**$450**	**$0**	**$4,722**
FINANCING SOURCES									
Bonds	$0	$1,672	$0	$0	$0	$1,672	$450	$0	$2,122
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	$1,672	$0	$0	$0	$1,672	$450	$0	$2,122
Federal	0	0	0	0	0	0	0	0	0
State	0	2,600	0	0	0	2,600	0	0	2,600
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$4,272**	**$0**	**$0**	**$0**	**$4,272**	**$450**	**$0**	**$4,722**

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	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	40.5	40.5	190.9	190.9	190.9	40.5	190.9
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$40.5**	**$40.5**	**$190.9**	**$190.9**	**$190.9**	**$40.5**	**$190.9**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman Middle School 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By: BOE**

Middle School #9 **New Capacity 100%**

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)
PRIORITY

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
Architectural & Engineering	$2,799	$800	$0	$0	$0	$3,599	$250	$0	$3,849
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	31,250	31,250	0	62,500	0	0	62,500
Equipment	0	0	1,900	1,900	0	3,800	0	0	3,800
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	1	1	0	4	1	0	5
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	450	200	0	650	0	0	650
Contingency	0	0	1,000	1,000	0	2,000	0	0	2,000
Total Outlay	**$2,800**	**$801**	**$34,601**	**$34,351**	**$0**	**$72,553**	**$251**	**$0**	**$72,804**
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	500	0	500	0	0	500
Fair Share Excise Tax Bonds	2,800	801	13,149	12,400	0	29,150	251	0	29,401
Total County Funding	$2,800	$801	$13,149	$12,900	$0	$29,650	$251	$0	$29,901
Federal	0	0	0	0	0	0	0	0	0
State	0	0	21,452	21,451	0	42,903	0	0	42,903
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,800**	**$801**	**$34,601**	**$34,351**	**$0**	**$72,553**	**$251**	**$0**	**$72,804**

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	0.00	0.00	93.80	0.00	93.80
Personnel Costs	0.0	0.0	0.0	0.0	13,988.5	0.0	14,687.9
Operating	0.0	0.0	0.0	0.0	641.7	0.0	660.9
Start-Up Cost	0.0	0.0	0.0	0.0	2,704.5	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$17,334.7**	**$0.0**	**$15,348.8**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	30.9	376.2	474.9	2,096.1	3,624.9	30.9	3,624.9
Total Impact	**$30.9**	**$376.2**	**$474.9**	**$2,096.1**	**$20,959.6**	**$30.9**	**$18,973.7**

LOCATION: **COMMISSIONER DISTRICT:**

Development District TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
New Capacity

Open Space Enclosure at Piccowaxen Middle School

Piccowaxen Middle School, located in the southern portion of the County, opened in 1977 with open space floorplan and is in need of permanent classroom enclosures to improve the learning environment. The project will build permanent walls to create corridors for circulation, permanent walls for classrooms, lighting and switching adjustments, HVAC adjustments, and technology retrofits for classrooms. Project may require asbestos removal or roof replacement to accommodate the project. This will be a phased project that will occur over multiple summers/years.

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

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$650	$0	$650
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	10,250	0	0	0	0	10,250	3,250	0	13,500
Equipment	300	0	0	0	0	300	300	0	600
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	0	0	0	0	1	1	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	50	0	0	0	0	50	800	0	850
Contingency	850	0	0	0	0	850	150	0	1,000
Total Outlay	**$11,451**	**$0**	**$0**	**$0**	**$0**	**$11,451**	**$5,151**	**$0**	**$16,602**
FINANCING SOURCES									
Bonds	$11,451	$0	$0	$0	$0	$11,451	$5,151	$0	$16,602
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	$11,451	$0	$0	$0	$0	$11,451	$5,151	$0	$16,602
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	**$11,451**	**$0**	**$0**	**$0**	**$0**	**$11,451**	**$5,151**	**$0**	**$16,602**

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	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	463.3	1,493.2	1,493.2	1,493.2	1,493.2	463.3	1,493.2
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$463.3**	**$1,493.2**	**$1,493.2**	**$1,493.2**	**$1,493.2**	**$463.3**	**$1,493.2**

LOCATION: **COMMISSIONER DISTRICT:**
Piccowaxen MS 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
New Capacity

Open Space Enclosure at Indian Head Elementary School

Indian Head Elementary School, located within the Town of Indian Head, opened in 1976 with open space floorplan and is in need of permanent classroom enclosures to improve the learning environment. The project will build permanent walls to create corridors for circulation, permanent walls for classrooms, lighting and switching adjustments, HVAC adjustments, and technology retrofits for classrooms. Project may require asbestos removal or roof replacement to accommodate the project. This will be a phased project that will occur over multiple summers/years.

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

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
Architectural & Engineering	$500	$0	$0	$0	$0	$500	$0	$0	$500
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,200	3,200	0	0	0	6,400	0	0	6,400
Equipment	250	250	0	0	0	500	0	0	500
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	400	50	0	0	0	450	0	0	450
Contingency	150	150	0	0	0	300	0	0	300
Total Outlay	**$4,501**	**$3,651**	**$0**	**$0**	**$0**	**$8,152**	**$0**	**$0**	**$8,152**
FINANCING SOURCES									
Bonds	$4,501	$3,651	$0	$0	$0	$8,152	$0	$0	$8,152
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	$4,501	$3,651	$0	$0	$0	$8,152	$0	$0	$8,152
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	**$4,501**	**$3,651**	**$0**	**$0**	**$0**	**$8,152**	**$0**	**$0**	**$8,152**

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	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	404.8	733.2	733.2	733.2	0.0	733.2
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$404.8**	**$733.2**	**$733.2**	**$733.2**	**$0.0**	**$733.2**

LOCATION: **COMMISSIONER DISTRICT:**
Indian Head ES 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Existing Capacity** 100% **Requested By:** BOE
New Capacity

Open Space Enclosure at Dr. James Craik Elementary School

Dr. James Craik Elementary School, located just to the west of La Plata, opened in 1974 with open space floorplan and is in need of permanent classroom enclosures to improve the learning environment. The project will build permanent walls to create corridors for circulation, permanent walls for classrooms, lighting and switching adjustments, HVAC adjustments, and technology retrofits for classrooms. Project may require asbestos removal or roof replacement to accommodate the project. This will be a phased project that will occur over multiple summers/years.

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

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
Architectural & Engineering	$0	$500	$0	$0	$0	$500	$0	$0	$500
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	3,500	3,800	0	0	7,300	0	0	7,300
Equipment	0	250	250	0	0	500	0	0	500
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	400	50	0	0	450	0	0	450
Contingency	0	150	150	0	0	300	0	0	300
Total Outlay	**$0**	**$4,801**	**$4,251**	**$0**	**$0**	**$9,052**	**$0**	**$0**	**$9,052**
FINANCING SOURCES									
Bonds	$0	$4,801	$4,251	$0	$0	$9,052	$0	$0	$9,052
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	$4,801	$4,251	$0	$0	$9,052	$0	$0	$9,052
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**	**$4,801**	**$4,251**	**$0**	**$0**	**$9,052**	**$0**	**$0**	**$9,052**

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	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	431.8	814.1	814.1	0.0	814.1
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**	**$431.8**	**$814.1**	**$814.1**	**$0.0**	**$814.1**

LOCATION: Dr. James Craik ES

COMMISSIONER DISTRICT: 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

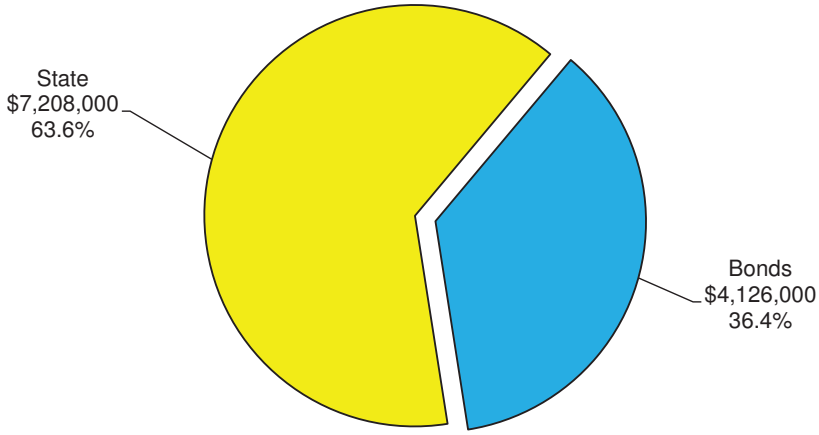
COLLEGE OF SOUTHERN MARYLAND SUMMARY

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 14,000 students. The college operates three other branches: another campus in Charles County located in Hughesville and one 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. Campus infrastructure, construction and renovation is the shared responsibility of State and local governments. Projects are managed by college personnel.

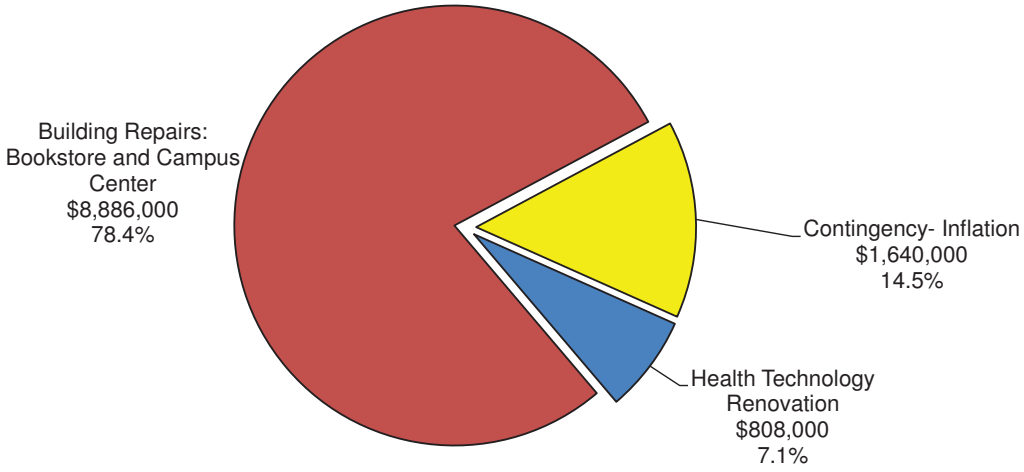
EXPENSE BUDGET	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$671	$0	$0	$671	$400	$0	$1,071
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	805	0	4,481	4,616	0	9,902	5,645	0	15,547
Equipment	0	0	0	751	0	751	750	0	1,501
Administration	0	0	3	4	0	7	0	0	7
Administration - FAS	3	0	0	0	0	3	6	0	9
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	**$808**	**$0**	**$5,155**	**$5,371**	**$0**	**$11,334**	**$6,801**	**$0**	**$18,135**
FINANCING SOURCES									
Bonds	$204	$0	$1,900	$2,022	$0	$4,126	$1,705	$0	$5,831
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	$204	$0	$1,900	$2,022	$0	$4,126	$1,705	$0	$5,831
Federal	0	0	0	0	0	0	0	0	0
State	604	0	3,255	3,349	0	7,208	5,096	0	12,304
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$808**	**$0**	**$5,155**	**$5,371**	**$0**	**$11,334**	**$6,801**	**$0**	**$18,135**

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	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	153.3	171.7	171.7	276.3	376.9	153.3	376.9
Total Impact	**$153.3**	**$171.7**	**$171.7**	**$276.3**	**$376.9**	**$153.3**	**$376.9**

FY24-FY28 College of Southern Maryland Financing Sources
Total $11,334,000



FY24-FY28 College of Southern Maryland by Project
Total $11,334,000



For FY2024, the CIP provides construction funding for the Health Technology Renovation.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: CSM**

Building Repairs: Bookstore and Campus Center

Repairs are required to extend the useful lives of the Bookstore and Campus Center buildings. Due to age, the Bookstore's air compressor, air handling units, variable air volume units, and operating system are in substantial need of repair. The air handling systems in the Campus Center Building have reached their economic useful life and need substantial replacements to restore air quality control and extend the life of the building. These repairs include replacing air handling units, pumps, air volume controls, ductwork and the operating system. As part of the project, the Bookstore will move to the CC building and Student Life from the CC building to the Bookstore building. Because of this, the repairs of these buildings are being combined into one project.

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

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
Architectural & Engineering	$0	$0	$575	$0	$0	$575	$0	$0	$575
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	3,840	3,840	0	7,680	0	0	7,680
Equipment	0	0	0	625	0	625	0	0	625
Administration	0	0	3	3	0	6	0	0	6
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	**$0**	**$0**	**$4,418**	**$4,468**	**$0**	**$8,886**	**$0**	**$0**	**$8,886**
FINANCING SOURCES									
Bonds	$0	$0	$1,163	$1,119	$0	$2,282	$0	$0	$2,282
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	$1,163	$1,119	$0	$2,282	$0	$0	$2,282
Federal	0	0	0	0	0	0	0	0	0
State	0	0	3,255	3,349	0	6,604	0	0	6,604
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$4,418**	**$4,468**	**$0**	**$8,886**	**$0**	**$0**	**$8,886**

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	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	104.6	205.2	0.0	205.2
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**	**$104.6**	**$205.2**	**$0.0**	**$205.2**

LOCATION: **COMMISSIONER DISTRICT:**

La Plata Campus 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: CSM**

Health Technology Renovation

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$400	$0	$400
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	805	0	0	0	0	805	5,645	0	6,450
Equipment	0	0	0	0	0	0	750	0	750
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	3	0	0	0	0	3	6	0	9
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	**$808**	**$0**	**$0**	**$0**	**$0**	**$808**	**$6,801**	**$0**	**$7,609**
FINANCING SOURCES									
Bonds	$204	$0	$0	$0	$0	$204	$1,705	$0	$1,909
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	$204	$0	$0	$0	$0	$204	$1,705	$0	$1,909
Federal	0	0	0	0	0	0	0	0	0
State	604	0	0	0	0	604	5,096	0	5,700
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$808**	**$0**	**$0**	**$0**	**$0**	**$808**	**$6,801**	**$0**	**$7,609**

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	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	153.3	171.7	171.7	171.7	171.7	153.3	171.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$153.3**	**$171.7**	**$171.7**	**$171.7**	**$171.7**	**$153.3**	**$171.7**

LOCATION: **COMMISSIONER DISTRICT:**

La Plata Campus 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ 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.

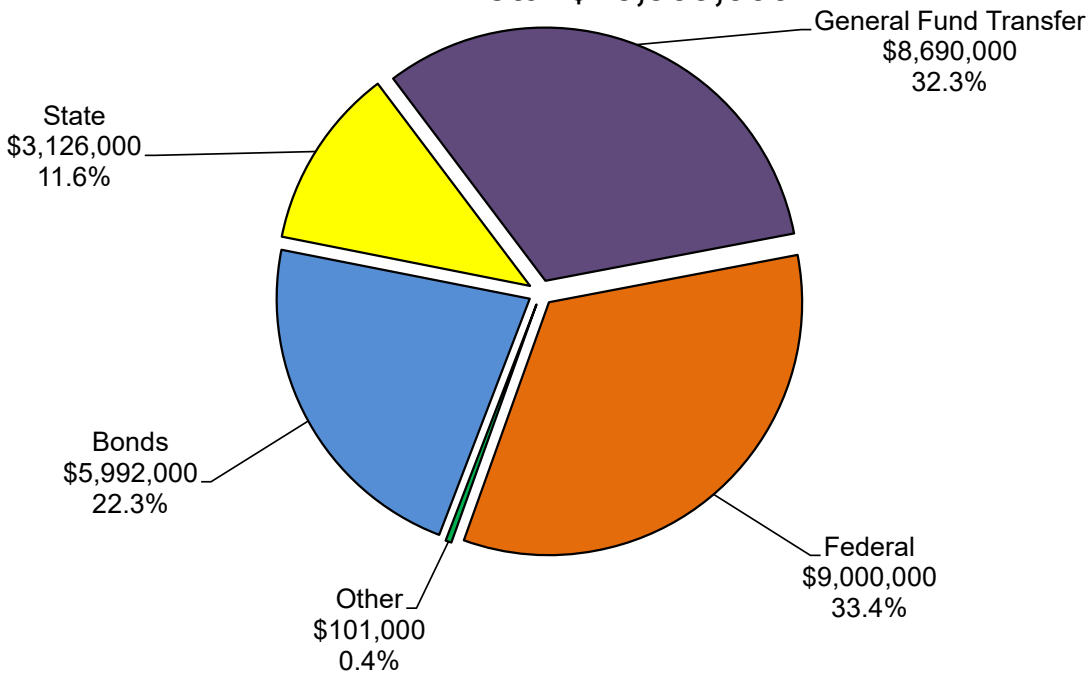
EXPENSE BUDGET	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$961	$632	$5	$5	$5	$1,608	$13,233	$6	$14,847
Land & ROW	3,856	4,006	4,156	5,628	4,456	22,102	650	5,682	28,434
Construction	16,331	17,504	4,379	2,562	37,787	78,563	23,019	26,327	127,909
Equipment	2,870	800	1,477	300	0	5,447	15,562	319	21,328
Administration	466	424	15	61	33	999	1,033	38	2,070
Administration - FAS	86	78	44	51	46	305	132	54	491
Inspection	424	584	139	98	51	1,296	622	53	1,971
Miscellaneous	200	150	15	12	0	377	114	0	491
Contingency	1,715	1,607	373	101	0	3,796	4,850	638	9,284
Total Outlay	**$26,909**	**$25,785**	**$10,603**	**$8,818**	**$42,378**	**$114,493**	**$59,215**	**$33,117**	**$206,825**
FINANCING SOURCES									
Bonds	$5,992	$10,558	$5,869	$3,653	$40,169	$66,241	$38,508	$30,328	$135,077
Fund Balance Appropriation	0	0	0	0	0	0	6,493	0	6,493
Operating Transfer General Fund	8,690	7,996	2,633	3,064	108	22,491	7,321	107	29,919
Total County Funding	$14,682	$18,554	$8,502	$6,717	$40,277	$88,732	$52,322	$30,435	$171,489
Federal	9,000	4,560	0	0	0	13,560	5,200	0	18,760
State	3,126	2,570	2,000	2,000	2,000	11,696	525	2,553	14,774
Other	101	101	101	101	101	505	1,168	129	1,802
Total Funding	**$26,909**	**$25,785**	**$10,603**	**$8,818**	**$42,378**	**$114,493**	**$59,215**	**$33,117**	**$206,825**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	0.00	0.77	1.77	1.77	1.77	0.00	1.77
Personnel Costs	0.0	30.1	98.1	103.0	108.1	0.0	113.5
Operating	0.0	726.9	1,243.8	1,268.8	1,294.2	0.0	1,360.6
Total Operating	**$0.0**	**$757.0**	**$1,341.9**	**$1,371.8**	**$1,402.3**	**$0.0**	**$1,474.1**
Debt Service: Bonds	3,463.5	3,842.6	4,577.9	5,032.1	5,303.1	3,463.5	7,708.6
Vehicle & Equipment Lease	0.0	3.8	12.4	17.2	17.2	0.0	19.4
Total Impact	**$3,463.5**	**$4,599.6**	**$5,919.8**	**$6,403.9**	**$6,705.4**	**$3,463.5**	**$9,182.7**

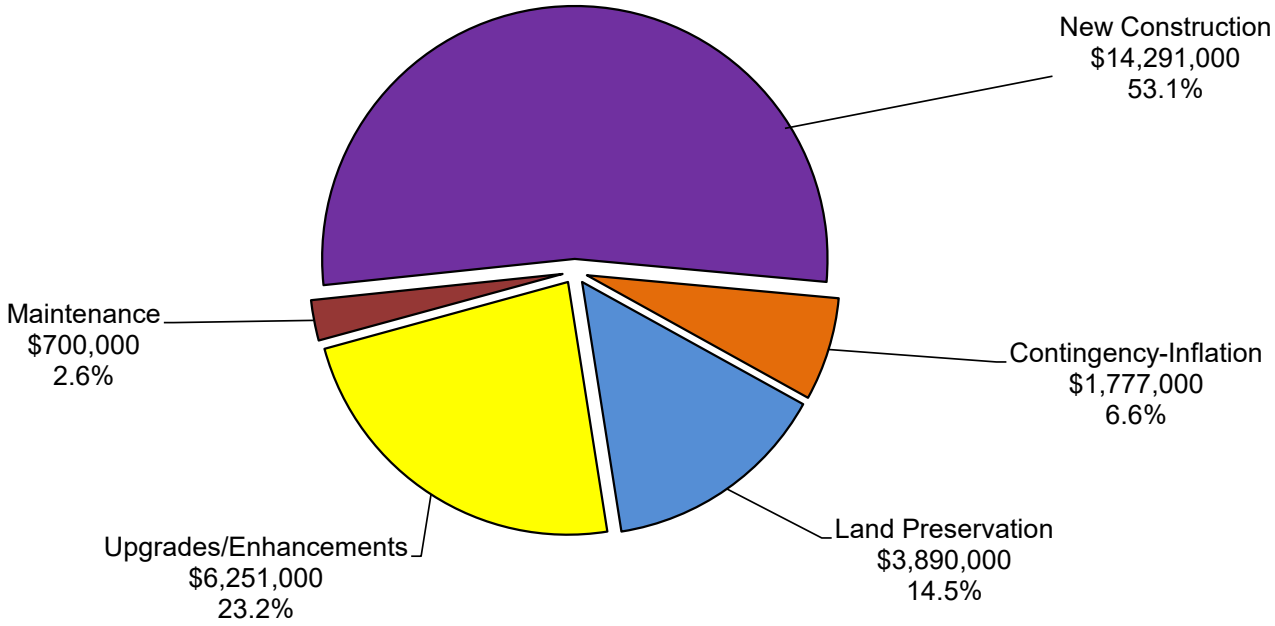
Projects with Future Operating Impacts:

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028	FTE
Radio Communications System Upgrade	0.0	540.1	550.9	562.0	573.2	590.4	0.0
Charles County VanGO Maintenance Facility	0.0	0.0	634.6	649.3	664.4	685.7	1.0
New La Plata Library	0.0	126.5	63.3	64.6	65.9	67.9	0.0
Public Facilities Storage		0.0	35.0	35.7	36.4	65.8	0.0
Pinefield EMS	0.0	55.4	57.4	59.5	61.7	64.3	0.8
Subtotal	**$0.0**	**$666.6**	**$1,283.8**	**$1,311.6**	**$1,339.9**	**$1,344.0**	**1.0**
Vehicle & Equipment Lease	0.0	3.8	12.4	17.2	17.2	19.4	
Total Impact	**$0.0**	**$670.4**	**$1,296.2**	**$1,328.8**	**$1,357.1**	**$1,363.4**	**1.0**

FY24 General Government Financing Sources
Total $26,909,000

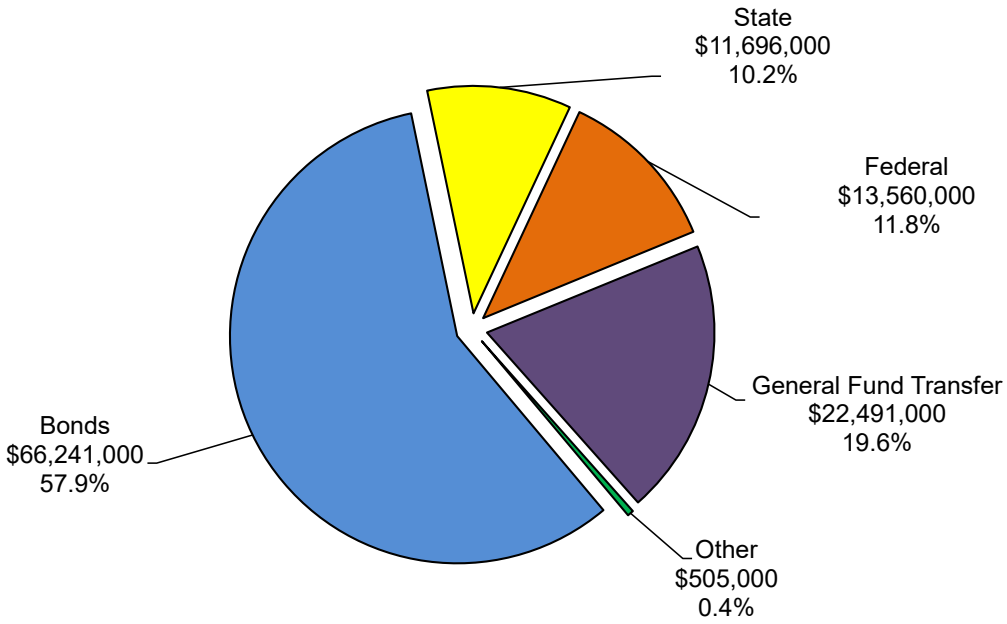


FY24 General Government by Project Type
Total $26,909,000

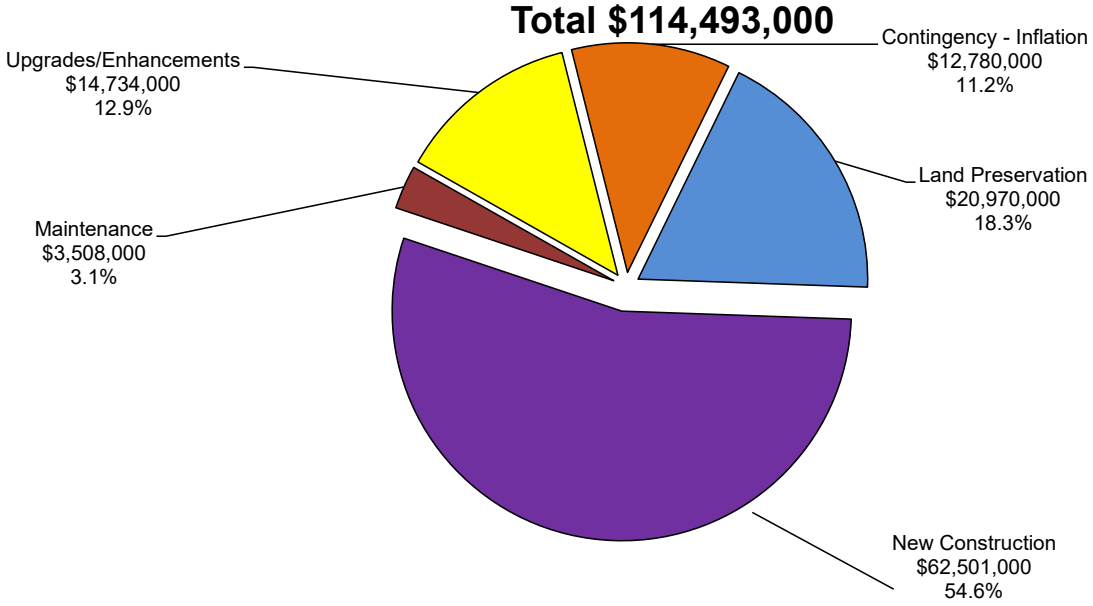


New Construction includes funding to construct both the Vango Maintenance Facility and the Pinefield EMS station as well as a new Public Facilities Storage Building and Structures to Address Homelessness. Rehabilitating the pump station for the Detention Center, the Radio Communications System Upgrade, replacing the County's financial software, Charles County Courthouse HVAC Improvements, and other improvements 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. Maintenance includes various projects as well as Blue Crab Stadium maintenance.

FY24-FY28 General Government Financing Sources
Total $114,493,000



FY24-FY28 General Government by Project Type
Total $114,493,000



Upgrades/Enhancements includes funding to improve the Charles County Courthouse HVAC, Detention Center Pump Station, the Radio Communications System for Emergency Services, Old La Plata Library, replacement of the County's Financial Software, and various other improvements. New Construction includes building a VanGO Maintenance Facility, the Pinefield EMS Station, building a new Public Facilities Storage Building, Structures to Address Homelessness, a new La Plata Library, and a new Recreation Center. 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 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Zekiah Rural Legacy Program

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	1,203	1,203	1,203	1,203	1,203	6,015	0	1,203	7,218
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	3	18
Administration - FAS	5	6	6	6	6	29	0	6	35
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	**$1,211**	**$1,212**	**$1,212**	**$1,212**	**$1,212**	**$6,059**	**$0**	**$1,212**	**$7,271**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$212	$212	$0	$212	$424
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	211	212	212	212	0	847	0	0	847
Total County Funding	$211	$212	$212	$212	$212	$1,059	$0	$212	$1,271
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	**$1,211**	**$1,212**	**$1,212**	**$1,212**	**$1,212**	**$6,059**	**$0**	**$1,212**	**$7,271**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028
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	38.1
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**	**$38.1**

LOCATION: **COMMISSIONER DISTRICT:**
Zekiah Watershed Rural Legacy Area 3 and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Nanjemoy Rural Legacy Program

This project will continue funding for an existing project allowing the purchase of conservation easements on productive farm and forest land within the Nanjemoy 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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	1,203	1,203	1,203	1,203	1,203	6,015	0	1,203	7,218
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	3	18
Administration - FAS	5	6	6	6	6	29	0	6	35
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	**$1,211**	**$1,212**	**$1,212**	**$1,212**	**$1,212**	**$6,059**	**$0**	**$1,212**	**$7,271**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$212	$212	$0	$212	$424
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	211	212	212	212	0	847	0	0	847
Total County Funding	$211	$212	$212	$212	$212	$1,059	$0	$212	$1,271
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	**$1,211**	**$1,212**	**$1,212**	**$1,212**	**$1,212**	**$6,059**	**$0**	**$1,212**	**$7,271**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028
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	38.1
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**	**$38.1**

LOCATION: **COMMISSIONER DISTRICT:**
Nanjemoy Watershed Area 2 and 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Agricultural Preservation

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. Full annual match is $1,333,333 of County funds to leverage $2,000,000 state funds.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	800	950	1,100	1,250	1,400	5,500	0	1,400	6,900
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	5	6	6	6	6	29	0	6	35
Administration - FAS	5	6	6	6	6	29	0	6	35
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	**$810**	**$962**	**$1,112**	**$1,262**	**$1,412**	**$5,558**	**$0**	**$1,412**	**$6,970**
FINANCING SOURCES									
Bonds	$608	$509	$509	$509	$1,412	$3,547	$0	$1,412	$4,959
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	202	453	603	753	0	2,011	0	0	2,011
Total County Funding	$810	$962	$1,112	$1,262	$1,412	$5,558	$0	$1,412	$6,970
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	**$810**	**$962**	**$1,112**	**$1,262**	**$1,412**	**$5,558**	**$0**	**$1,412**	**$6,970**
State will match $1.50 for every $1 of County funds:	*$1,208*	*$1,434*	*$1,659*	*$1,884*	*$2,109*	*$8,294*			

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028
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	54.7	100.5	146.2	192.0	446.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$54.7**	**$100.5**	**$146.2**	**$192.0**	**$446.0**

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 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Purchase of Developments Rights (PDR) Program

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	3	18
Administration - FAS	5	6	6	6	6	29	0	6	35
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**	**$659**	**$659**	**$659**	**$659**	**$3,294**	**$0**	**$659**	**$3,953**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$659	$659	$0	$659	$1,318
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	658	659	659	659	0	2,635	0	0	2,635
Total County Funding	$658	$659	$659	$659	$659	$3,294	$0	$659	$3,953
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**	**$659**	**$659**	**$659**	**$659**	**$3,294**	**$0**	**$659**	**$3,953**

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	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	118.5
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**	**$118.5**

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 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Various Maintenance Projects

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	447	447	447	447	447	2,235	0	447	2,682
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	6	6	6	6	29	0	6	35
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	**$492**	**$493**	**$493**	**$493**	**$493**	**$2,464**	**$0**	**$493**	**$2,957**
FINANCING SOURCES									
Bonds	$492	$493	$493	$493	$493	$2,464	$0	$493	$2,957
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	$492	$493	$493	$493	$493	$2,464	$0	$493	$2,957
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	**$492**	**$493**	**$493**	**$493**	**$493**	**$2,464**	**$0**	**$493**	**$2,957**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028
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	44.3	88.6	132.9	177.3	266.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$44.3**	**$88.6**	**$132.9**	**$177.3**	**$266.0**

LOCATION: **COMMISSIONER DISTRICT:**

Various County Facilities Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** **DES**

Radio Communications System Upgrade

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 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**5-Year Total '24-'28**	**Approp. thru FY23**	**Beyond FY 2028**	**Project Total**
Architectural & Engineering	100	0	0	0	0	$100	$10,172	$0	$10,272
Land & ROW	0	0	0	0	0	0	200	0	200
Construction	200	705	0	0	0	905	7,511	0	8,416
Equipment	200	706	0	0	0	906	11,060	0	11,966
Administration	0	0	0	0	0	0	5	0	5
Administration - FAS	5	6	0	0	0	11	20	0	31
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	350	0	0	0	0	350	3,450	0	3,800
Total Outlay	**$855**	**$1,417**	**$0**	**$0**	**$0**	**$2,272**	**$32,418**	**$0**	**$34,690**
FINANCING SOURCES									
Bonds	$855	$1,417	$0	$0	$0	$2,272	$25,168	$0	$27,440
Fund Balance Appropriation	0	0	0	0	0	0	6,493	0	6,493
Operating Transfer	0	0	0	0	0	0	757	0	757
Total County Funding	$855	$1,417	$0	$0	$0	$2,272	$32,418	$0	$34,690
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	**$855**	**$1,417**	**$0**	**$0**	**$0**	**$2,272**	**$32,418**	**$0**	**$34,690**

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	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	540.1	550.9	562.0	573.2	0.0	590.4
Total Operating	**$0.0**	**$540.1**	**$550.9**	**$562.0**	**$573.2**	**$0.0**	**$590.4**
Debt Service: Bonds	2,263.6	2,340.5	2,468.0	2,468.0	2,468.0	2,263.6	2,468.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$2,263.6**	**$2,880.6**	**$3,018.9**	**$3,030.0**	**$3,041.2**	**$2,263.6**	**$3,058.4**

LOCATION: **COMMISSIONER DISTRICT:**

N/A Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Charles County VanGO Maintenance Facility

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. FY2025 State funding in contingent on state approval to match 10% of expenses.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$250	$125	$0	$0	$0	$375	$1,250	$0	$1,625
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	9,000	5,000	0	0	0	14,000	5,000	0	19,000
Equipment	1,000	0	0	0	0	1,000	0	0	1,000
Administration	270	150	0	0	0	420	184	0	604
Administration - FAS	5	6	0	0	0	11	16	0	27
Inspection	270	150	0	0	0	420	140	0	560
Miscellaneous	90	50	0	0	0	140	30	0	170
Contingency	900	500	0	0	0	1,400	525	0	1,925
Total Outlay	**$11,785**	**$5,981**	**$0**	**$0**	**$0**	**$17,766**	**$7,145**	**$0**	**$24,911**
FINANCING SOURCES									
Bonds	$1,126	$0	$0	$0	$0	$1,126	$1,420	$0	$2,546
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	533	851	0	0	0	1,384	0	0	1,384
Total County Funding	$1,659	$851	$0	$0	$0	$2,510	$1,420	$0	$3,930
Federal	9,000	4,560	0	0	0	13,560	5,200	0	18,760
State	1,126	570	0	0	0	1,696	525	0	2,221
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$11,785**	**$5,981**	**$0**	**$0**	**$0**	**$17,766**	**$7,145**	**$0**	**$24,911**

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	1.00	1.00	1.00	0.00	1.00
Personnel Costs	0.0	0.0	66.5	69.8	73.3	0.0	76.9
Operating	0.0	0.0	568.1	579.5	591.1	0.0	608.8
Total Operating	**$0.0**	**$0.0**	**$634.6**	**$649.3**	**$664.4**	**$0.0**	**$685.7**
Debt Service: Bonds	127.7	229.0	229.0	229.0	229.0	127.7	229.0
Vehicle & Equipment Lease	0.0	0.0	4.8	9.6	9.6	0.0	9.6
Total Impact	**$127.7**	**$229.0**	**$863.6**	**$878.3**	**$893.4**	**$127.7**	**$914.7**

LOCATION: **COMMISSIONER DISTRICT:**
Piney Church Road, Waldorf, Maryland 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

New La Plata Library

Design and construct a new 28,000 sq. ft. library on town-owned properties located on Washington Ave at Talbot Street. The new facility will be LEED Certified and will incorporate community amenities and a host of features identified in the library facilities master plan and the space needs reports respectively.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$717	$0	$717
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	5,000	3,200	0	0	8,200	3,860	0	12,060
Equipment	0	0	1,266	0	0	1,266	0	0	1,266
Administration	0	100	0	0	0	100	200	0	300
Administration - FAS	0	6	6	0	0	12	9	0	21
Inspection	0	125	80	0	0	205	129	0	334
Miscellaneous	0	25	15	0	0	40	20	0	60
Contingency	0	500	320	0	0	820	382	0	1,202
Total Outlay	**$0**	**$5,756**	**$4,887**	**$0**	**$0**	**$10,643**	**$5,318**	**$0**	**$15,961**
FINANCING SOURCES									
Bonds	$0	$5,756	$4,048	$0	$0	$9,804	$4,818	$0	$14,622
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	839	0	0	839	0	0	839
Total County Funding	$0	$5,756	$4,887	$0	$0	$10,643	$4,818	$0	$15,461
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**	**$5,756**	**$4,887**	**$0**	**$0**	**$10,643**	**$5,318**	**$0**	**$15,961**

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	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	126.5	63.3	64.6	65.9	0.0	67.9
Total Operating	**$0.0**	**$126.5**	**$63.3**	**$64.6**	**$65.9**	**$0.0**	**$67.9**
Debt Service: Bonds	433.3	433.3	951.0	1,315.1	1,315.1	433.3	1,315.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$433.3**	**$559.8**	**$1,014.3**	**$1,379.7**	**$1,381.0**	**$433.3**	**$1,383.0**

LOCATION: **COMMISSIONER DISTRICT:**
La Plata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Blue Crabs Stadium Maintenance

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	198	198	198	198	198	990	335	198	1,523
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	7	0	7
Administration - FAS	5	6	6	6	6	29	8	5	42
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	5	0	5
Total Outlay	**$208**	**$209**	**$209**	**$209**	**$209**	**$1,044**	**$370**	**$208**	**$1,622**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$80	$0	$80
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	107	108	108	108	108	539	107	107	753
Total County Funding	$107	$108	$108	$108	$108	$539	$187	$107	$833
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	101	101	101	101	101	505	183	101	789
Total Funding	**$208**	**$209**	**$209**	**$209**	**$209**	**$1,044**	**$370**	**$208**	**$1,622**

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	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	7.2	7.2	7.2	7.2	7.2	7.2	7.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$7.2**	**$7.2**	**$7.2**	**$7.2**	**$7.2**	**$7.2**	**$7.2**

LOCATION: **COMMISSIONER DISTRICT:**

Blue Crabs Stadium 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Old La Plata Library Renovation

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	0	0	0	1,595	0	1,595	0	0	1,595
Equipment	0	0	0	250	0	250	0	0	250
Administration	0	0	0	24	0	24	10	0	34
Administration - FAS	0	0	0	6	0	6	5	0	11
Inspection	0	0	0	40	0	40	0	0	40
Miscellaneous	0	0	0	12	0	12	5	0	17
Contingency	0	0	0	84	0	84	0	0	84
Total Outlay	**$0**	**$0**	**$0**	**$2,011**	**$0**	**$2,011**	**$100**	**$0**	**$2,111**
FINANCING SOURCES									
Bonds	$0	$0	$0	$2,011	$0	$2,011	$100	$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	$0	$0	$2,011	$0	$2,011	$100	$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**	**$0**	**$0**	**$2,011**	**$0**	**$2,011**	**$100**	**$0**	**$2,111**

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	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	9.0	9.0	9.0	9.0	189.9	9.0	189.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$9.0**	**$9.0**	**$9.0**	**$9.0**	**$189.9**	**$9.0**	**$189.9**

LOCATION: **COMMISSIONER DISTRICT:**

La Plata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Fueling Site Improvements

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	0	0	0	0	474	948	0	1,422
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	5	0	5
Administration - FAS	5	0	0	0	0	5	5	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	**$479**	**$0**	**$0**	**$0**	**$0**	**$479**	**$958**	**$0**	**$1,437**
FINANCING SOURCES									
Bonds	$479	$0	$0	$0	$0	$479	$479	$0	$958
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	479	0	479
Total County Funding	$479	$0	$0	$0	$0	$479	$958	$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**	**$0**	**$0**	**$0**	**$0**	**$479**	**$958**	**$0**	**$1,437**

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	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	43.1	86.2	86.2	86.2	86.2	43.1	86.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$43.1**	**$86.2**	**$86.2**	**$86.2**	**$86.2**	**$43.1**	**$86.2**

LOCATION: **COMMISSIONER DISTRICT:**

Various Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Public Facilities Storage Building

Design and construct two (2) 60' x 100' centralized storage facility for file storage retention, modular furniture inventory, office equipment & janitorial supplies, and other material as necessary. Currently, supplies and inventory are being stored at buildings located throughout the County. A centralized facility would allow better inventory control as well as afford the ability to purchase supplies in larger quantities resulting in cost savings.

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

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
Architectural & Engineering	$48	$0	$0	$0	$0	$48	$48	$0	$96
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	480	0	0	0	0	480	480	0	960
Equipment	0	0	0	0	0	0	0	0	0
Administration	36	0	0	0	0	36	36	0	72
Administration - FAS	5	0	0	0	0	5	5	0	10
Inspection	24	0	0	0	0	24	24	0	48
Miscellaneous	5	0	0	0	0	5	5	0	10
Contingency	48	0	0	0	0	48	48	0	96
Total Outlay	**$646**	**$0**	**$0**	**$0**	**$0**	**$646**	**$646**	**$0**	**$1,292**
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	646	0	0	0	0	646	646	0	1,292
Total County Funding	$646	$0	$0	$0	$0	$646	$646	$0	$1,292
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	**$646**	**$0**	**$0**	**$0**	**$0**	**$646**	**$646**	**$0**	**$1,292**

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	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	35.0	35.7	36.4	37.1	0.0	65.8
Total Operating	**$0.0**	**$35.0**	**$35.7**	**$36.4**	**$37.1**	**$0.0**	**$65.8**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	3.8	7.6	7.6	7.6	0.0	9.8
Total Impact	**$0.0**	**$35.0**	**$35.7**	**$36.4**	**$37.1**	**$0.0**	**$65.8**

LOCATION: **COMMISSIONER DISTRICT:**

Radio Station Rd, La Plata 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: RPT**

Recreation Center

This project is for construction of a multi-use / multi-generational indoor Recreation Center. The facility may include an indoor swimming pool, multi-sport gymnasiums, indoor turf area, fitness center, locker rooms, classrooms, multi-purpose rooms, restrooms, storage, office areas, and parking. The project proposes A &E to conduct a feasibility study and needs assessment prior to selecting a site location with first considerations of available county owned land.

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

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
Architectural & Engineering	$0	$400	$0	$0	$0	$400	$100	$0	$500
Land & ROW	0	0	0	1,100	0	1,100	0	0	1,100
Construction	0	0	0	0	30,000	30,000	0	20,000	50,000
Equipment	0	0	0	0	0	0	0	250	250
Administration	0	40	0	14	14	68	10	14	92
Administration - FAS	0	6	0	6	6	18	5	6	29
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	500	500
Total Outlay	**$0**	**$446**	**$0**	**$1,120**	**$30,020**	**$31,586**	**$115**	**$20,770**	**$52,471**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$30,020	$30,020	$0	$20,770	$50,790
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	446	0	1,120	0	1,566	115	0	1,681
Total County Funding	$0	$446	$0	$1,120	$30,020	$31,586	$115	$20,770	$52,471
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**	**$446**	**$0**	**$1,120**	**$30,020**	**$31,586**	**$115**	**$20,770**	**$52,471**

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	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	1,868.1
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**	**$1,868.1**

LOCATION: **COMMISIONER DISTRICT:**

TBD TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DFAS**

Replacement of County Financial Software

Replacement of software and conversion of existing data. This includes all financial applications (General Ledger, Accounts Payable, Accounts Receivable, Procurement, Budget, Project/Grant Accounting, Revenue Accounting, and Asset Tracking). This also includes Payroll Processing, Tax Billing/Collections, and Utility Billing. Current software was acquired in early '90s and is at end of life. NWS is being purchased by another vendor and there is no guarantee as to how long this software will be supported.

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

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
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	1,200	0	0	0	0	1,200	4,502	0	5,702
Administration	0	0	0	0	0	0	205	0	205
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	0	0	0	0	0	0	0	0	0
Total Outlay	**$1,205**	**$0**	**$0**	**$0**	**$0**	**$1,205**	**$4,719**	**$0**	**$5,924**
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	1,205	0	0	0	0	1,205	4,234	0	5,439
Total County Funding	$1,205	$0	$0	$0	$0	$1,205	$4,234	$0	$5,439
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	485	0	485
Total Funding	**$1,205**	**$0**	**$0**	**$0**	**$0**	**$1,205**	**$4,719**	**$0**	**$5,924**

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	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: **COMMISIONER DISTRICT:**

Charles County Government Building 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Structures to Address Homelessness

Construct tiny homes or similar structures to address the growing and urgent need of homelessness exacerbated by the COVID-19 pandemic. As the homeless population in the Charles County tends to be older adults and/or those with underlying medical conditions, there is an increased risk for severe illness due to these factors. This is an effort to invest in a forward-thinking approach to addressing homelessness in Charles County.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$30	$0	$30
Land & ROW	0	0	0	0	0	0	100	0	100
Construction	300	0	0	0	0	300	0	0	300
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	17	0	17
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	0	0	0	0	0	0	8	0	8
Miscellaneous	0	0	0	0	0	0	13	0	13
Contingency	0	0	0	0	0	0	29	0	29
Total Outlay	**$305**	**$0**	**$0**	**$0**	**$0**	**$305**	**$200**	**$0**	**$505**
FINANCING SOURCES									
Bonds	$305	$0	$0	$0	$0	$305	$200	$0	$505
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	$305	$0	$0	$0	$0	$305	$200	$0	$505
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	**$305**	**$0**	**$0**	**$0**	**$0**	**$305**	**$200**	**$0**	**$505**

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	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	18.0	45.4	45.4	45.4	45.4	18.0	45.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$18.0**	**$45.4**	**$45.4**	**$45.4**	**$45.4**	**$18.0**	**$45.4**

LOCATION: **COMMISIONER DISTRICT:**
TBD TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Pinefield EMS Facility

Design and construct a 6,400 s.f. (250s.f.) facility in the Waldorf/Pinefield area to include site improvements, 3 parking bays at 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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$311	$0	$311
Land & ROW	0	0	0	0	0	0	350	0	350
Construction	1,200	0	0	0	0	1,200	1,600	0	2,800
Equipment	350	0	0	0	0	350	0	0	350
Administration	0	0	0	0	0	0	152	0	152
Administration - FAS	5	0	0	0	0	5	13	0	18
Inspection	0	0	0	0	0	0	80	0	80
Miscellaneous	0	0	0	0	0	0	19	0	19
Contingency	0	0	0	0	0	0	82	0	82
Total Outlay	**$1,555**	**$0**	**$0**	**$0**	**$0**	**$1,555**	**$2,607**	**$0**	**$4,162**
FINANCING SOURCES									
Bonds	$350	$0	$0	$0	$0	$350	$1,624	$0	$1,974
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	1,205	0	0	0	0	1,205	983	0	2,188
Total County Funding	$1,555	$0	$0	$0	$0	$1,555	$2,607	$0	$4,162
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	**$1,555**	**$0**	**$0**	**$0**	**$0**	**$1,555**	**$2,607**	**$0**	**$4,162**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	0.00	0.77	0.77	0.77	0.77	0.00	0.77
Personnel Costs	0.0	30.1	31.6	33.2	34.8	0.0	36.6
Operating	0.0	25.3	25.8	26.3	26.9	0.0	27.7
Total Operating	**$0.0**	**$55.4**	**$57.4**	**$59.5**	**$61.7**	**$0.0**	**$64.3**
Debt Service: Bonds	146.1	177.5	177.5	177.5	177.5	146.1	177.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$146.1**	**$232.9**	**$234.9**	**$237.0**	**$239.2**	**$146.1**	**$241.8**

LOCATION: **COMMISIONER DISTRICT:**

Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Charles County Courthouse HVAC Improvements

A study to identify existing conditions and deficiencies of the Charles County Courthouse's HVAC systems recommended improvements to the air handling system, air cooled chillers, fuel oil fired boiler system, hydronic pumping systems, building exhaust systems, and the energy management system.

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

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
Architectural & Engineering	$420	$0	$0	$0	$0	$420	$220	$0	$640
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	2,000	3,700	0	0	0	5,700	2,200	0	7,900
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	115	0	115
Administration - FAS	5	6	0	0	0	11	12	0	23
Inspection	25	100	0	0	0	125	51	0	176
Miscellaneous	50	75	0	0	0	125	22	0	147
Contingency	200	370	0	0	0	570	220	0	790
Total Outlay	**$2,700**	**$4,251**	**$0**	**$0**	**$0**	**$6,951**	**$2,840**	**$0**	**$9,791**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$2,840	$0	$2,840
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	2,700	4,251	0	0	0	6,951	0	0	6,951
Total County Funding	$2,700	$4,251	$0	$0	$0	$6,951	$2,840	$0	$9,791
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	**$2,700**	**$4,251**	**$0**	**$0**	**$0**	**$6,951**	**$2,840**	**$0**	**$9,791**

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	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	255.4	255.4	255.4	255.4	255.4	255.4	255.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$255.4**	**$255.4**	**$255.4**	**$255.4**	**$255.4**	**$255.4**	**$255.4**

LOCATION: **COMMISIONER DISTRICT:**

La Plata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Detention Center Pump Station Rehabilitations

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$75	$0	$0	$0	$75	$290	$0	$365
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	475	0	0	0	475	1,085	0	1,560
Equipment	0	0	0	0	0	0	0	0	0
Administration	85	85	0	0	0	170	87	0	257
Administration - FAS	5	6	0	0	0	11	19	0	30
Inspection	0	115	0	0	0	115	190	0	305
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	48	0	0	0	48	109	0	157
Total Outlay	**$90**	**$804**	**$0**	**$0**	**$0**	**$894**	**$1,779**	**$0**	**$2,673**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$1,779	$0	$1,779
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	90	804	0	0	0	894	0	0	894
Total County Funding	$90	$804	$0	$0	$0	$894	$1,779	$0	$2,673
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	**$90**	**$804**	**$0**	**$0**	**$0**	**$894**	**$1,779**	**$0**	**$2,673**

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	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	160.0	160.0	160.0	160.0	160.0	160.0	160.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$160.0**	**$160.0**	**$160.0**	**$160.0**	**$160.0**	**$160.0**	**$160.0**

LOCATION: **COMMISIONER DISTRICT:**

Charles County Detention Center 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Hazardous Material Remediation and Demolition of DNR Building

Perform hazardous material remediation and demolition of existing 6,000 s.f. DNR Building.

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

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	350	0	0	0	0	350	0	0	350
Equipment	0	0	0	0	0	0	0	0	0
Administration	26	0	0	0	0	26	0	0	26
Administration - FAS	5	0	0	0	0	5	0	0	5
Inspection	26	0	0	0	0	26	0	0	26
Miscellaneous	50	0	0	0	0	50	0	0	50
Contingency	35	0	0	0	0	35	0	0	35
Total Outlay	**$492**	**$0**	**$0**	**$0**	**$0**	**$492**	**$0**	**$0**	**$492**
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	492	0	0	0	0	492	0	0	492
Total County Funding	$492	$0	$0	$0	$0	$492	$0	$0	$492
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	**$492**	**$0**	**$0**	**$0**	**$0**	**$492**	**$0**	**$0**	**$492**

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	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: **COMMISIONER DISTRICT:**

Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Bel Alton High School Gymnasium Roof Replacement

An informal conditions assessment of the Bel Alton Highschool Gymnasium roof revealed that the structural support system comprised of steel and/or wood, have been compromised due to being exposed to weather over the past 20 years. The main gymnasium's roof is structurally supported by a steel truss system that is showing signs of rust and corrosion, and should be evaluated by a structural engineer. There are two auxiliary buildings attached to the main gymnasium that have separate roofing systems, one that is structurally supported by steel bar joists, and the other supported by a combination of steel and wooden joists. Both of the auxiliary buildings' roofing support systems exhibit compromised structural conditions that requires replacement. To immediately secure the facility from further deterioration, temporary measures should be employed to weatherproof the building until a permanent solution can be implemented.

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

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
Architectural & Engineering	$55	$0	$0	$0	$0	$55	$0	$0	$55
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	300	0	0	0	0	300	0	0	300
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	0	0	0	0	15	0	0	15
Administration - FAS	5	0	0	0	0	5	0	0	5
Inspection	20	0	0	0	0	20	0	0	20
Miscellaneous	5	0	0	0	0	5	0	0	5
Contingency	30	0	0	0	0	30	0	0	30
Total Outlay	**$430**	**$0**	**$0**	**$0**	**$0**	**$430**	**$0**	**$0**	**$430**
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	430	0	0	0	0	430	0	0	430
Total County Funding	$430	$0	$0	$0	$0	$430	$0	$0	$430
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	**$430**	**$0**	**$0**	**$0**	**$0**	**$430**	**$0**	**$0**	**$430**

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	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: **COMMISIONER DISTRICT:**

Bel Alton, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ 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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$60	$5	$378	$5	$5	$453	$398	$6	$857
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,593	1,240	2,120	855	879	6,687	4,974	68	11,729
Equipment	41	0	0	0	0	41	41	0	82
Administration	107	86	3	3	3	202	47	4	253
Administration - FAS	32	25	19	19	20	115	44	16	175
Inspection	50	18	5	5	5	83	58	7	148
Miscellaneous	610	409	337	337	337	2,030	273	443	2,746
Contingency	140	119	6	6	6	277	166	8	451
Total Outlay	**$2,633**	**$1,902**	**$2,868**	**$1,230**	**$1,255**	**$9,888**	**$6,001**	**$552**	**$16,441**
FINANCING SOURCES									
Bonds	$260	$900	$222	$309	$417	$2,108	$1,917	$214	$4,239
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	1,575	421	2,146	421	338	4,901	272	338	5,511
Total County Funding	$1,835	$1,321	$2,368	$730	$755	$7,009	$2,190	$552	$9,751
Federal	0	0	0	0	0	0	0	0	0
State	798	581	500	500	500	2,879	3,811	0	6,690
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$2,633**	**$1,902**	**$2,868**	**$1,230**	**$1,255**	**$9,888**	**$6,001**	**$552**	**$16,441**

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	2.00	2.00	6.48	0.00	6.48
Personnel Costs	0.0	0.0	206.8	217.2	491.6	0.0	516.2
Operating	0.0	0.0	73.1	74.6	117.1	0.0	120.7
Total Operating	**$0.0**	**$0.0**	**$279.9**	**$291.8**	**$608.7**	**$0.0**	**$636.9**
Debt Service: Bonds	172.4	190.7	256.9	269.3	282.0	172.4	309.7
Vehicle & Equipment Lease	0.0	0.0	16.5	33.0	51.2	0.0	69.5
Total Impact	**$172.4**	**$190.7**	**$536.8**	**$561.1**	**$890.7**	**$172.4**	**$946.6**

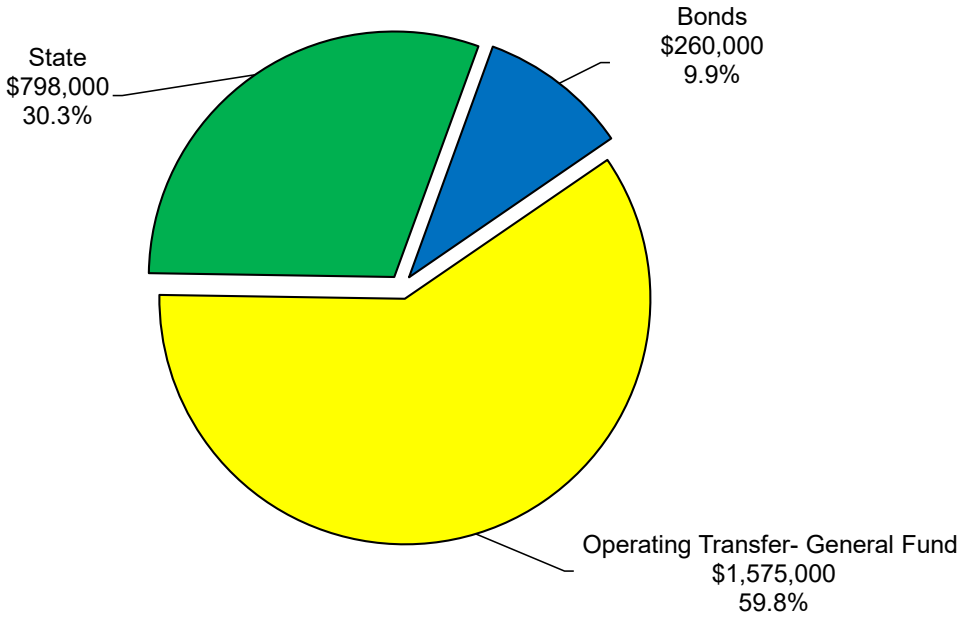
Projects with Future Operating Impacts:

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028	FTE
Popes Creek Waterfront Phase II	$0.0	$0.0	$279.9	$291.8	$304.1	$317.8	2.00
Waldorf Park Development Phase I	$0.0	$0.0	$0.0	$0.0	$304.6	$319.1	4.48
Subtotal	**$0.0**	**$0.0**	**$279.9**	**$291.8**	**$608.7**	**$636.9**	**6.48**
Vehicle & Equipment Lease	$0.0	$0.0	$16.5	$33.0	$33.0	$33.0	
Total Impact	**$0.0**	**$0.0**	**$296.4**	**$324.8**	**$641.7**	**$669.9**	**6.48**

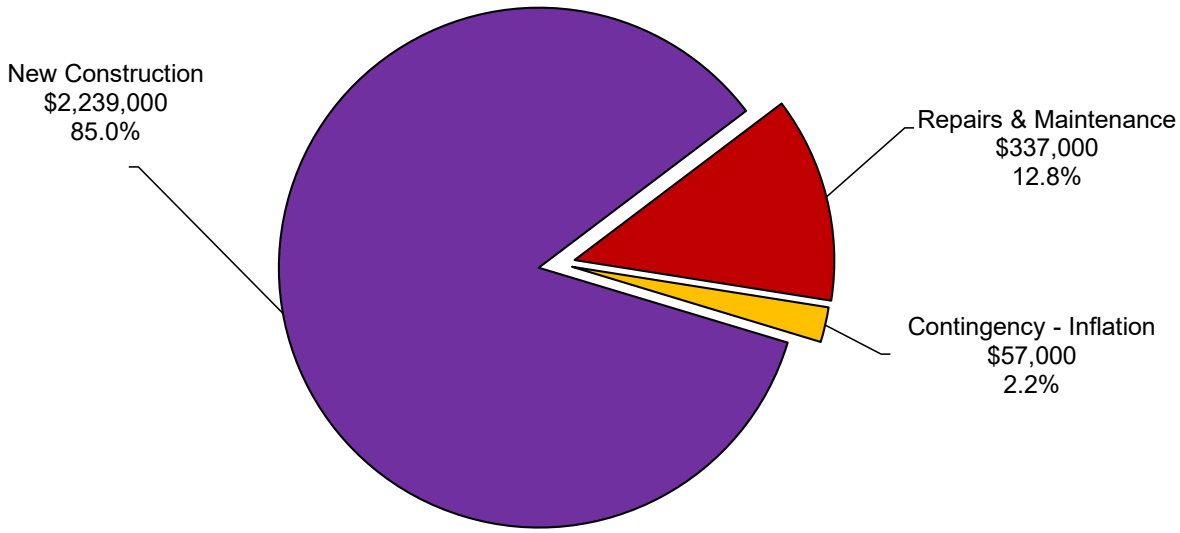
STATE-PROGRAM OPEN SPACE: ($ in '000's)

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	'24-'28
Popes Creek Waterfront Ph II	$450	$581	$0	$0	$0	$1,031
Waldorf Park Development Phase I	$0	$0	$500	$500	$0	$1,000
Waldorf Park Development Phase II	$0	$0	$0	$0	$500	$500
Waldorf Basketball Courts	348	0	0	0	0	$348
Total	**$798**	**$581**	**$500**	**$500**	**$500**	**$2,879**

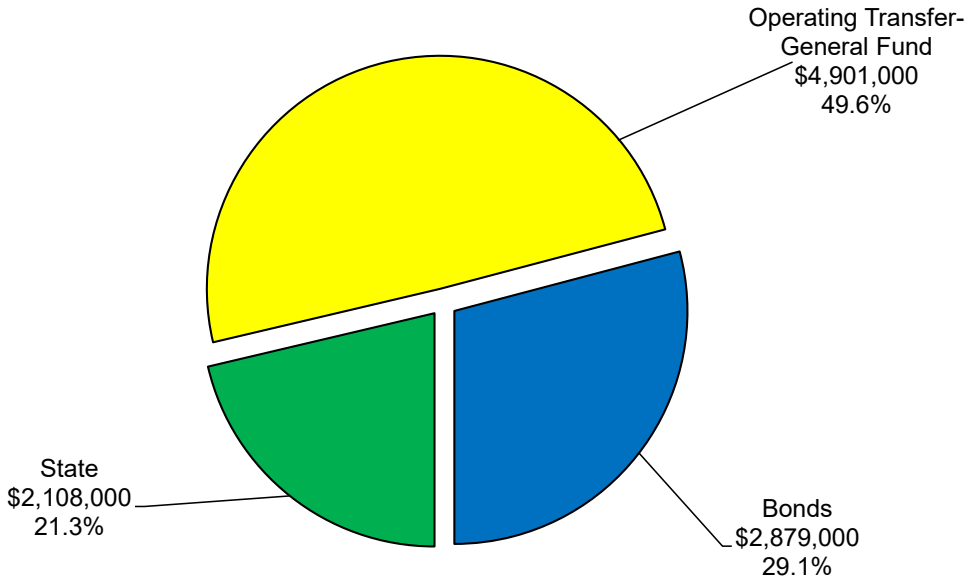
FY24 Parks Financing Sources
Total $2,633,000



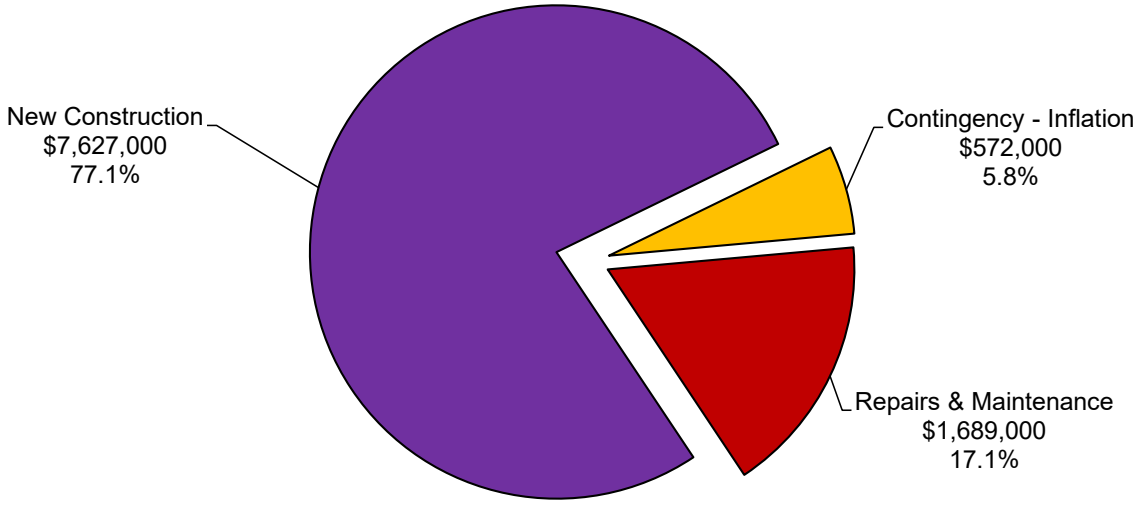
FY24 Parks by Project
Total $2,633,000



FY24-FY28 Parks Financing Sources
Total $9,888,000



FY24-FY28 Parks by Project Type
Total $9,888,000



New construction includes funds for the Various Pedestrian and Bicycle Facilities, the Waldorf Park Development, the Smallwood Drive Shared Use Paths, Billingsley Road Sidewalk, the Westlake Community Sidewalk, Waldorf Basketball Courts, and the Popes Creek Waterfront. Repairs & Maintenance includes funding for minor repairs at various parks.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: RPT**

Park Repair & Maintenance Projects

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	6	6	6	6	29	0	6	35
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	332	332	332	332	332	1,660	0	332	1,992
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$337**	**$338**	**$338**	**$338**	**$338**	**$1,689**	**$0**	**$338**	**$2,027**
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	337	338	338	338	338	1,689	0	338	2,027
Total County Funding	$337	$338	$338	$338	$338	$1,689	$0	$338	$2,027
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	**$337**	**$338**	**$338**	**$338**	**$338**	**$1,689**	**$0**	**$338**	**$2,027**

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	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 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Various Pedestrian & Bicycle Facilities

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 227 from Billingsley Rd. to Route 210 northward to trail tie-in.
3. Chapel Point Road from Causeway Dr. to Commerce Street.
4. From intersection of Route 227 and Route 210 northward on Route 210 approximately 300 lf and westward on Route 227 to Matthews Road.
5. Route 227 from Food Lion entrance eastward to Matthews Road and northward on Matthews Road to auxiliary road eastward to Route 210.
6. Route 227 westward to Matthews Road southward to Shopping Center Entrance.
7. BUS 5 from Burnt Store Road to Bypass - North & South.
8. BUS 5 from 231 to Bypass - South.
9. Lexington Drive (Berry Valley Neighborhood).

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
Architectural & Engineering	$5	$5	$5	$5	$5	$25	$50	$5	$80
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	53	53	53	53	53	265	236	53	554
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	10	3	28
Administration - FAS	5	6	6	6	6	29	0	6	35
Inspection	5	5	5	5	5	25	42	5	72
Miscellaneous	5	5	5	5	5	25	37	5	67
Contingency	6	6	6	6	6	30	32	6	68
Total Outlay	**$82**	**$83**	**$83**	**$83**	**$83**	**$414**	**$407**	**$83**	**$904**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$83	$83	$251	$83	$417
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	82	83	83	83	0	331	155	0	486
Total County Funding	$82	$83	$83	$83	$83	$414	$407	$83	$904
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**	**$83**	**$83**	**$83**	**$83**	**$414**	**$407**	**$83**	**$904**

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	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	22.6	22.6	22.6	22.6	22.6	22.6	37.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$22.6**	**$22.6**	**$22.6**	**$22.6**	**$22.6**	**$22.6**	**$37.5**

LOCATION: **COMMISSIONER DISTRICT:**

County-wide Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** **RPT**

Popes Creek Waterfront Phase II

DRPT has acquired waterfront property in Popes Creek which included a restaurant building and parking area w/easement adjacent to existing county park property. This property will provide additional parking for the Popes Creek Rail Trail and the Popes Creek Waterfront Park. Plans for the building may 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)
PRIORITY

EXPENSE BUDGET	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '14-'18	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$135	$0	$135
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	500	646	0	0	0	1,146	254	0	1,400
Equipment	0	0	0	0	0	0	0	0	0
Administration	48	56	0	0	0	104	11	0	115
Administration - FAS	5	6	0	0	0	11	13	0	24
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	50	65	0	0	0	115	29	0	144
Contingency	50	64	0	0	0	114	29	0	143
Total Outlay	**$653**	**$837**	**$0**	**$0**	**$0**	**$1,490**	**$472**	**$0**	**$1,962**
FINANCING SOURCES									
Bonds	$203	$256	$0	$0	$0	$459	$136	$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	$203	$256	$0	$0	$0	$459	$136	$0	$595
Federal	0	0	0	0	0	0	0	0	0
State	450	581	0	0	0	1,031	336	0	1,367
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$653**	**$837**	**$0**	**$0**	**$0**	**$1,490**	**$472**	**$0**	**$1,962**

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	2.00	2.00	2.00	0.00	2.00
Personnel Costs	0.0	0.0	206.8	217.2	228.0	0.0	239.4
Operating	0.0	0.0	73.1	74.6	76.1	0.0	78.4
Total Operating	**$0.0**	**$0.0**	**$279.9**	**$291.8**	**$304.1**	**$0.0**	**$317.8**
Debt Service: Bonds	12.2	30.5	53.5	53.5	53.5	12.2	53.5
Vehicle & Equipment Lease	0.0	0.0	16.5	33.0	33.0	0.0	33.0
Total Impact	**$12.2**	**$30.5**	**$333.4**	**$345.3**	**$357.6**	**$12.2**	**$371.3**

LOCATION: **COMMISSIONER DISTRICT:**
Newburg, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** **PGM/DPW**

Smallwood Drive Shared Use Paths

Drawing on recommendations from a consultant report on bicycle and pedestrian connectivity in Waldorf, this project will extend the current 4-6 foot wide sidewalks on Smallwood Drive to create 10-foot shared use paths for the entire length between Middletown Road and St. Charles Parkway. This project would expand the bicycle and pedestrian network and improve bicycle and pedestrian accessibility for residents. Staff has received funding for preliminary design and plan to submit future grant applications to either the Maryland Bikeways Program, administered by MDOT or the Transportation Alternatives Set-Aside Program to reduce the final design and construction cost of the project to the County.

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

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$48	$0	$48
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	402	0	0	0	402	347	0	749
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	19	0	0	0	19	19	0	38
Administration - FAS	0	5	0	0	0	5	13	0	18
Inspection	0	12	0	0	0	12	12	0	24
Miscellaneous	0	7	0	0	0	7	7	0	14
Contingency	0	35	0	0	0	35	35	0	70
Total Outlay	**$0**	**$480**	**$0**	**$0**	**$0**	**$480**	**$481**	**$0**	**$961**
FINANCING SOURCES									
Bonds	$0	$480	$0	$0	$0	$480	$481	$0	$961
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	$480	$0	$0	$0	$480	$481	$0	$961
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**	**$480**	**$0**	**$0**	**$0**	**$480**	**$481**	**$0**	**$961**

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	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	43.3	43.3	86.4	86.4	86.4	43.3	86.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$43.3**	**$43.3**	**$86.4**	**$86.4**	**$86.4**	**$43.3**	**$86.4**

LOCATION: **COMMISSIONER DISTRICT:**

Smallwood Drive, Waldorf, MD 3 and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: RPT**

Waldorf Basketball Courts

The Parks & Grounds Division is requesting funding for the installation of four basketball courts at two different parks, two full courts at separate locations. This will include design, permits, site-work, construction, lights, and equipment needed. This request is needed to keep up with the high demand of county residents.

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

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
Architectural & Engineering	$15	$0	$0	$0	$0	$15	$15	$0	$30
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	200	0	0	0	0	200	200	0	400
Equipment	41	0	0	0	0	41	41	0	82
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	0	0	0	0	5	5	0	10
Inspection	4	0	0	0	0	4	4	0	8
Miscellaneous	200	0	0	0	0	200	200	0	400
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$465**	**$0**	**$0**	**$0**	**$0**	**$465**	**$465**	**$0**	**$930**
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	117	0	0	0	0	117	117	0	234
Total County Funding	$117	$0	$0	$0	$0	$117	$117	$0	$234
Federal	0	0	0	0	0	0	0	0	0
State	348	0	0	0	0	348	348	0	696
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$465**	**$0**	**$0**	**$0**	**$0**	**$465**	**$465**	**$0**	**$930**

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	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 TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Billingsley Road Sidewalk (St. Patrick's Dr. to Middletown Rd.)

Design (in-house) and construct approximately 7,600 linear feet of sidewalk along the south side of Billingsley Road from St. Patrick's Drive to connect with existing sidewalk at Middletown Road. This project also includes installing 1,250 new sidewalk along the east and west sides of St. Patrick's Drive that will provide an interconnected sidewalk network of more than 10 miles in length. Design (in-house) and construct approximately 7,600 linear feet of sidewalk along the south side of Billingsley Road from St. Patrick's Drive to connect with existing sidewalk at Middletown Road. This project also includes installing 1,250 new sidewalk along the east and west sides of St. Patrick's Drive that will provide an interconnected sidewalk network of more than 10 miles in length.

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

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
Architectural & Engineering	$18	$0	$0	$0	$0	$18	$0	$0	$18
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	575	0	0	0	0	575	0	0	575
Equipment	0	0	0	0	0	0	0	0	0
Administration	40	0	0	0	0	40	0	0	40
Administration - FAS	6	0	0	0	0	6	0	0	6
Inspection	29	0	0	0	0	29	0	0	29
Miscellaneous	10	0	0	0	0	10	0	0	10
Contingency	57	0	0	0	0	57	0	0	57
Total Outlay	**$735**	**$0**	**$0**	**$0**	**$0**	**$735**	**$0**	**$0**	**$735**
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	735	0	0	0	0	735	0	0	735
Total County Funding	$735	$0	$0	$0	$0	$735	$0	$0	$735
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	**$735**	**$0**	**$0**	**$0**	**$0**	**$735**	**$0**	**$0**	**$735**

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	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:**

Billingsley Road 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Westlake Community Sidewalk (St. Patrick's Drive and Md. Rte. 301)

Design (in-house) and construct approximately 3,275 linear feet of sidewalk and hiker/biker trail along the north side of St. Patrick's Drive and along the west side of Md. Route 301 to establish an interconnected sidewalk network in the St. Charles Town Shopping Center and surrounding business area.

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

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
Architectural & Engineering	$22	$0	$0	$0	$0	$22	$0	$0	$22
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	215	0	0	0	0	215	0	0	215
Equipment	0	0	0	0	0	0	0	0	0
Administration	14	0	0	0	0	14	0	0	14
Administration - FAS	6	0	0	0	0	6	0	0	6
Inspection	12	0	0	0	0	12	0	0	12
Miscellaneous	13	0	0	0	0	13	0	0	13
Contingency	22	0	0	0	0	22	0	0	22
Total Outlay	**$304**	**$0**	**$0**	**$0**	**$0**	**$304**	**$0**	**$0**	**$304**
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	304	0	0	0	0	304	0	0	304
Total County Funding	$304	$0	$0	$0	$0	$304	$0	$0	$304
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	**$304**	**$0**	**$0**	**$0**	**$0**	**$304**	**$0**	**$0**	**$304**

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	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 2024
($ in thousands)

PROJECT NAME: **Requested By: RPT**

Waldorf Park Development Phase I

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. Funding that was previously included in a separate Synthetic Turf Field project was combined into this project as this will be the location of the 4th turf field in the county.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

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
Architectural & Engineering	$0	$0	$320	$0	$0	$320	$150	$0	$470
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	2,067	667	0	2,734	1,997	0	4,731
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	7	0	7
Administration - FAS	0	0	6	6	0	12	8	0	20
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	**$0**	**$0**	**$2,393**	**$673**	**$0**	**$3,066**	**$2,174**	**$0**	**$5,240**
FINANCING SOURCES									
Bonds	$0	$0	$168	$173	$0	$341	$545	$0	$886
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	1,725	0	0	1,725	0	0	1,725
Total County Funding	$0	$0	$1,893	$173	$0	$2,066	$545	$0	$2,611
Federal	0	0	0	0	0	0	0	0	0
State	0	0	500	500	0	1,000	1,629	0	2,629
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$2,393**	**$673**	**$0**	**$3,066**	**$2,174**	**$0**	**$5,240**

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	0.00	0.0	4.5	0.00	4.5
Personnel Costs	0.0	0.0	0.0	0.0	263.6	0.0	276.8
Operating	0.0	0.0	0.0	0.0	41.0	0.0	42.3
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$304.6**	**$0.0**	**$319.1**
Debt Service: Bonds	49.0	49.0	49.0	61.4	74.1	49.0	74.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	18.2	0.0	36.5
Total Impact	**$49.0**	**$49.0**	**$49.0**	**$61.4**	**$378.7**	**$49.0**	**$393.2**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: RPT**

Waldorf Park Development Phase II

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	667	667	1,940	0	2,607
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	6	6	5	0	11
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	57	0	57
Total Outlay	**$0**	**$0**	**$0**	**$0**	**$673**	**$673**	**$2,002**	**$0**	**$2,675**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$173	$173	$504	$0	$677
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	$173	$173	$504	$0	$677
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	500	500	1,498	0	1,998
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$0**	**$0**	**$673**	**$673**	**$2,002**	**$0**	**$2,675**

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	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	45.3	45.3	45.3	45.3	45.3	45.3	58.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$45.3**	**$45.3**	**$45.3**	**$45.3**	**$45.3**	**$45.3**	**$58.1**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

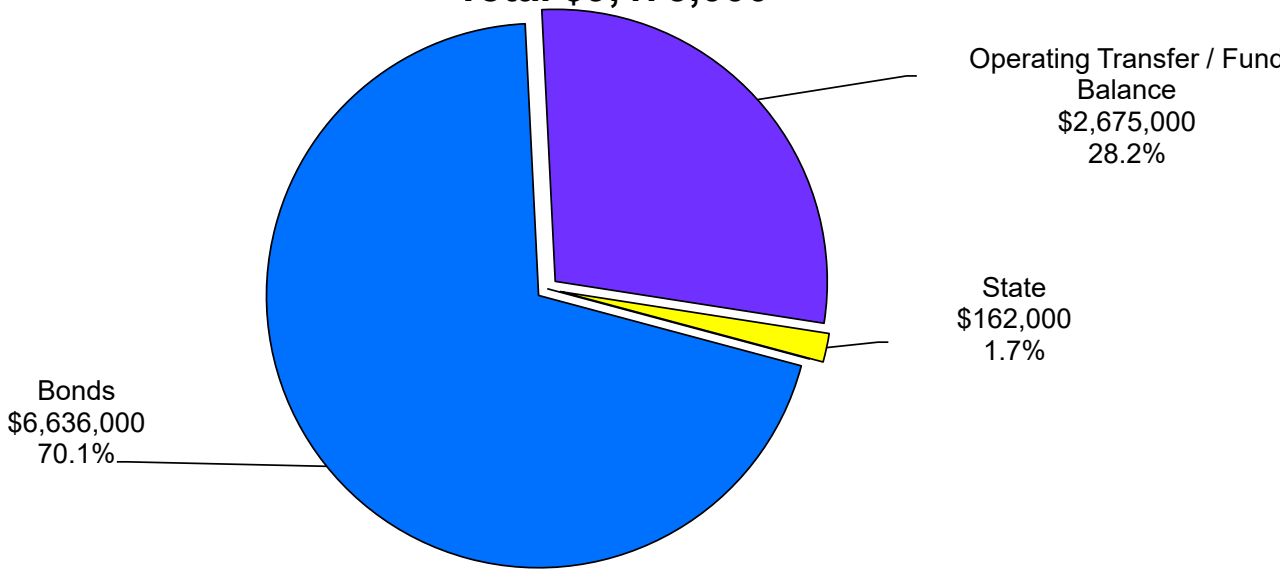
TRANSPORTATION SUMMARY

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$1,680	$880	$672	$329	$277	$3,838	$2,187	$228	$6,253
Land & ROW	544	3,278	561	3,834	207	8,424	8,271	218	16,913
Construction	6,447	10,413	8,114	14,476	10,934	50,384	14,047	10,624	75,055
Equipment	0	0	0	0	0	0	0	0	0
Administration	323	404	365	672	453	2,217	611	344	3,172
Administration - FAS	47	61	47	62	51	268	88	57	413
Inspection	208	327	448	819	653	2,455	692	419	3,566
Miscellaneous	65	62	57	89	336	609	425	327	1,361
Contingency	159	326	478	876	806	2,645	1,359	584	4,588
Total Outlay	**$9,473**	**$15,751**	**$10,742**	**$21,157**	**$13,717**	**$70,840**	**$27,679**	**$12,801**	**$111,320**
FINANCING SOURCES									
Bonds	$6,636	$14,066	$9,057	$19,472	$12,032	$61,263	$25,809	$11,086	$98,159
Fund Balance Appropriation	900	0	0	0	0	900	88	0	988
Operating Transfer General Fund	1,775	1,523	1,523	1,523	1,523	7,867	1,782	1,508	11,157
Total County Funding	$9,311	$15,589	$10,580	$20,995	$13,555	$70,030	$27,679	$12,594	$110,304
Federal	0	0	0	0	0	0	0	0	0
State	162	162	162	162	162	810	0	207	1,017
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$9,473**	**$15,751**	**$10,742**	**$21,157**	**$13,717**	**$70,840**	**$27,679**	**$12,801**	**$111,320**

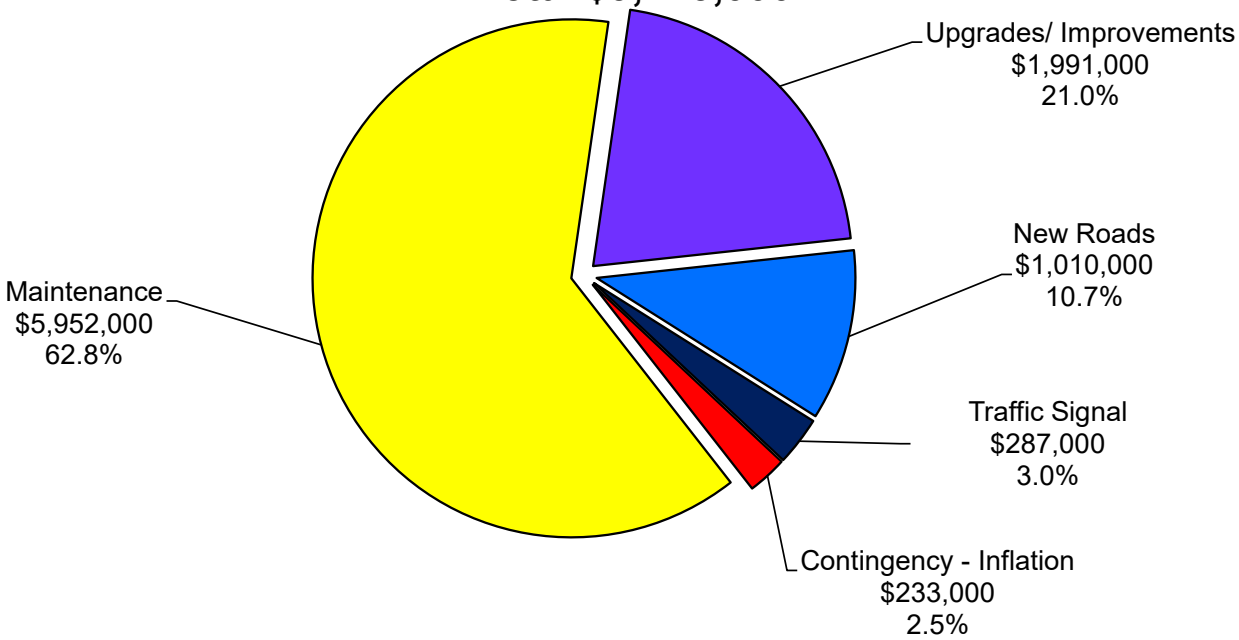
Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	2,321.3	2,859.8	3,899.5	4,572.0	5,871.3	2,321.3	7,383.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$2,321.3**	**$2,859.8**	**$3,899.5**	**$4,572.0**	**$5,871.3**	**$2,321.3**	**$7,383.2**

FY24 Transportation Financing Sources
Total $9,473,000



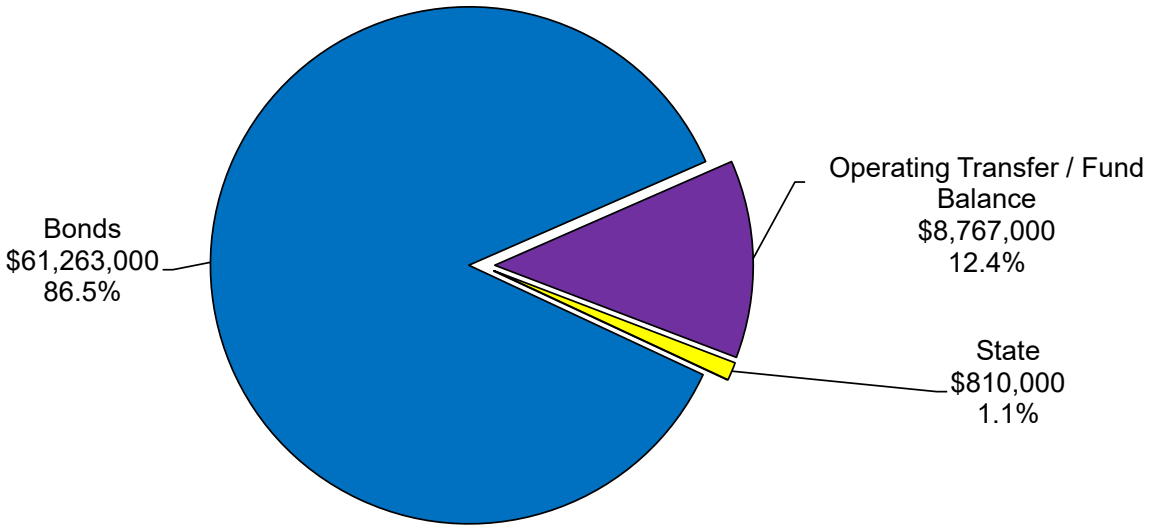
Bonds are the major source of financing for the transportation projects.

FY24 Transportation by Project Type
Total $9,473,000



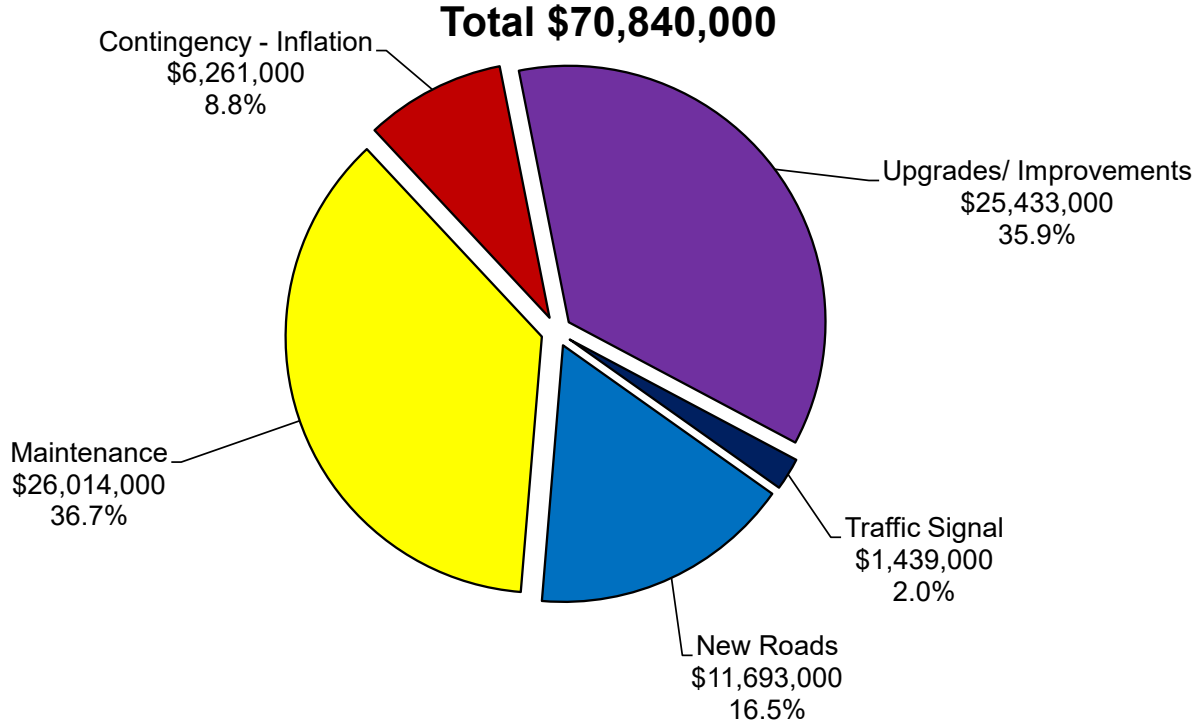
The Capital Budget for transportation includes improving the existing road systems and expanding for the future. Upgrade/Improvements includes funding for drainage improvements throughout the County, and safety improvements on Billingsley Road and other roads in the County. Maintenance includes the Road Overlay Program which treats various roads throughout the county and the Waldorf Urban Redevelopment Corridor (WURC) Stormwater Outfall Project which is to properly manage storm events in the WURC area. The traffic signal includes funding traffic signals at various locations throughout the county in conjunction with the Maryland State Highway Administration. New roads include Middletown Road Phase III and Old Washington Road Reconstruction.

FY24-FY28 Transportation Financing Sources
Total $70,840,000



The County's Debt Affordability Plan provides for sufficient funds to pay the annual debt service on the necessary General Obligation Bonds.

FY24-FY28 Transportation by Project Type
Total $70,840,000



The majority of the transportation program is for maintenance, upgrades, and improvements to the existing roads. Improvements to existing roads includes funding for Middletown Road Phase III, and funding to improve the stormwater drainage in the WURC. New Roads include funding for Old Washington Road, Middletown Road Phase III and Turkey Hill Road Reconstruction.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Road Overlay Program

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	5,872	5,872	4,622	4,622	4,622	25,610	0	4,622	30,232
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	6	6	6	6	29	0	6	35
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	**$5,952**	**$5,953**	**$4,703**	**$4,703**	**$4,703**	**$26,014**	**$0**	**$4,703**	**$30,717**
FINANCING SOURCES									
Bonds (15 year)	$4,116	$5,017	$3,767	$3,767	$3,767	$20,434	$0	$3,767	$24,201
Fund Balance Appropriation	900	0	0	0	0	900	0	0	900
Operating Transfer General Fund	774	774	774	774	774	3,870	0	774	4,644
Total County Funding	$5,790	$5,791	$4,541	$4,541	$4,541	$25,204	$0	$4,541	$29,745
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	**$5,952**	**$5,953**	**$4,703**	**$4,703**	**$4,703**	**$26,014**	**$0**	**$4,703**	**$30,717**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028
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	370.2	821.4	1,160.2	1,499.0	2,176.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$370.2**	**$821.4**	**$1,160.2**	**$1,499.0**	**$2,176.7**

LOCATION: **COMMISSIONER DISTRICT:**

Roads throughout Charles County — Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

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 by the Charles County Resiliency Board.

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

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
Architectural & Engineering	$100	$125	$150	$150	$150	$675	$290	$150	$1,115
Land & ROW	150	150	150	150	150	750	46	150	946
Construction	0	0	500	750	1,000	2,250	2,330	1,500	6,080
Equipment	0	0	0	0	0	0	0	0	0
Administration	135	135	135	135	135	675	42	135	852
Administration - FAS	7	7	7	7	7	35	16	7	58
Inspection	75	75	75	75	75	375	69	75	519
Miscellaneous	25	25	25	25	25	125	34	25	184
Contingency	75	100	150	150	150	625	296	150	1,071
Total Outlay	**$567**	**$617**	**$1,192**	**$1,442**	**$1,692**	**$5,510**	**$3,122**	**$2,192**	**$10,824**
FINANCING SOURCES									
Bonds (20 year)	$567	$617	$1,192	$1,442	$1,692	$5,510	$3,077	$2,192	$10,779
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	46	0	46
Total County Funding	$567	$617	$1,192	$1,442	$1,692	$5,510	$3,122	$2,192	$10,824
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	**$567**	**$617**	**$1,192**	**$1,442**	**$1,692**	**$5,510**	**$3,122**	**$2,192**	**$10,824**

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	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	276.7	318.4	363.8	451.5	557.6	276.7	843.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$276.7**	**$318.4**	**$363.8**	**$451.5**	**$557.6**	**$276.7**	**$843.4**

LOCATION: **COMMISSIONER DISTRICT:**

Various Sites throughout County. (See description above.) Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$13	$13	$13	$13	$13	$65	$148	$13	$226
Land & ROW	11	11	11	11	11	55	77	11	143
Construction	210	210	210	210	210	1,050	711	210	1,971
Equipment	0	0	0	0	0	0	0	0	0
Administration	16	16	16	16	16	80	43	16	139
Administration - FAS	5	6	6	6	6	29	11	6	46
Inspection	11	11	11	11	11	55	76	11	142
Miscellaneous	2	2	2	2	2	10	8	2	20
Contingency	21	21	21	21	21	105	114	21	240
Total Outlay	**$289**	**$290**	**$290**	**$290**	**$290**	**$1,449**	**$1,187**	**$290**	**$2,926**
FINANCING SOURCES									
Bonds (20 year)	$0	$0	$0	$0	$0	$0	$770	$0	$770
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	289	290	290	290	290	1,449	418	290	2,157
Total County Funding	$289	$290	$290	$290	$290	$1,449	$1,187	$290	$2,926
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**	**$290**	**$290**	**$290**	**$290**	**$1,449**	**$1,187**	**$290**	**$2,926**

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	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	69.2	69.2	69.2	69.2	69.2	69.2	69.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$69.2**	**$69.2**	**$69.2**	**$69.2**	**$69.2**	**$69.2**	**$69.2**

LOCATION: **COMMISSIONER DISTRICT:**

Various Sites throughout County Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Traffic Signal Program

Install new traffic signal at various locations throughout the county in conjunction with the Maryland State Highway Administration.
1) St. Charles Parkway @ St. Ignatius - Signal & lane modifications
2) Washington Rd. and Heritage Green

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

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
Architectural & Engineering	$16	$16	$16	$16	$16	$80	$24	$16	$120
Land & ROW	10	10	10	10	10	50	80	10	140
Construction	200	200	200	200	200	1,000	1,160	200	2,360
Equipment	0	0	0	0	0	0	0	0	0
Administration	13	13	13	13	13	65	31	13	109
Administration - FAS	5	6	6	6	6	29	16	6	51
Inspection	18	18	18	18	18	90	99	18	207
Miscellaneous	5	5	5	5	5	25	11	5	41
Contingency	20	20	20	20	20	100	89	20	209
Total Outlay	**$287**	**$288**	**$288**	**$288**	**$288**	**$1,439**	**$1,509**	**$288**	**$3,236**
FINANCING SOURCES									
Bonds (20 year)	$0	$0	$0	$0	$0	$0	$941	$0	$941
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	287	288	288	288	288	1,439	568	288	2,295
Total County Funding	$287	$288	$288	$288	$288	$1,439	$1,509	$288	$3,236
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**	**$288**	**$288**	**$288**	**$288**	**$1,439**	**$1,509**	**$288**	**$3,236**

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	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	84.6	84.6	84.6	84.6	84.6	84.6	84.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$84.6**	**$84.6**	**$84.6**	**$84.6**	**$84.6**	**$84.6**	**$84.6**

LOCATION: **COMMISSIONER DISTRICT:**
County Wide Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Sidewalk Improvement Program

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	165	165	165	165	165	825	0	165	990
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	6	6	6	6	29	0	6	35
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	**$170**	**$171**	**$171**	**$171**	**$171**	**$854**	**$0**	**$171**	**$1,025**
FINANCING SOURCES									
Bonds (20 year)	$0	$0	$0	$0	$0	$0	$0	$15	$15
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	170	171	171	171	171	854	0	156	1,010
Total County Funding	$170	$171	$171	$171	$171	$854	$0	$171	$1,025
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	**$170**	**$171**	**$171**	**$171**	**$171**	**$854**	**$0**	**$171**	**$1,025**

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028
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	1.1
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**	**$1.1**

LOCATION: **COMMISSIONER DISTRICT:**

To be determined. Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Billingsley Road Safety Improvements

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$75	$75	$0	$0	$0	$150	$655	$0	$805
Land & ROW	25	25	0	0	0	50	958	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	20	20	0	0	0	40	192	0	232
Administration - FAS	5	6	0	0	0	11	20	0	31
Inspection	20	20	0	0	0	40	191	0	231
Miscellaneous	3	3	0	0	0	6	30	0	36
Contingency	32	32	0	0	0	64	298	0	362
Total Outlay	**$180**	**$2,681**	**$0**	**$0**	**$0**	**$2,861**	**$7,729**	**$0**	**$10,590**
FINANCING SOURCES									
Bonds (20 year)	$180	$2,681	$0	$0	$0	$2,861	$7,660	$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	$180	$2,681	$0	$0	$0	$2,861	$7,729	$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	**$180**	**$2,681**	**$0**	**$0**	**$0**	**$2,861**	**$7,729**	**$0**	**$10,590**

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	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	688.9	702.2	899.5	899.5	899.5	688.9	899.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$688.9**	**$702.2**	**$899.5**	**$899.5**	**$899.5**	**$688.9**	**$899.5**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Turkey Hill Road Reconstruction

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)

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
Architectural & Engineering	$0	$200	$301	$0	$0	$501	$0	$0	$501
Land & ROW	0	0	313	0	0	313	0	0	313
Construction	0	0	0	290	1,634	1,924	0	1,634	3,558
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	25	55	0	97	177	0	98	275
Administration - FAS	0	6	6	6	6	24	0	12	36
Inspection	0	0	11	0	139	150	0	140	290
Miscellaneous	0	5	5	0	284	294	0	285	579
Contingency	0	20	25	0	267	312	0	267	579
Total Outlay	**$0**	**$256**	**$716**	**$296**	**$2,427**	**$3,695**	**$0**	**$2,436**	**$6,131**
FINANCING SOURCES									
Bonds	$0	$256	$716	$296	$2,427	$3,695	$0	$2,436	$6,131
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	$256	$716	$296	$2,427	$3,695	$0	$2,436	$6,131
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**	**$256**	**$716**	**$296**	**$2,427**	**$3,695**	**$0**	**$2,436**	**$6,131**

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	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	18.8	71.5	93.3	0.0	451.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$18.8**	**$71.5**	**$93.3**	**$0.0**	**$451.1**

LOCATION: **COMMISSIONER DISTRICT:**

Turkey Hill Road 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Old Washington Road Reconstruction

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$180	$0	$0	$0	$0	$180	$540	$0	$720
Land & ROW	0	0	0	1,028	0	1,028	7,000	0	8,028
Construction	0	0	0	1,680	0	1,680	4,460	0	6,140
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	0	0	84	0	109	172	0	281
Administration - FAS	5	0	0	6	0	11	12	0	23
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	**$210**	**$0**	**$0**	**$2,798**	**$0**	**$3,008**	**$13,257**	**$0**	**$16,265**
FINANCING SOURCES									
Bonds (20 year)	$0	$0	$0	$2,798	$0	$2,798	$13,257	$0	$16,055
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	210	0	0	0	0	210	0	0	210
Total County Funding	$210	$0	$0	$2,798	$0	$3,008	$13,257	$0	$16,265
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	**$210**	**$0**	**$0**	**$2,798**	**$0**	**$3,008**	**$13,257**	**$0**	**$16,265**

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	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	1,192.3	1,192.3	1,192.3	1,192.3	1,398.2	1,192.3	1,398.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$1,192.3**	**$1,192.3**	**$1,192.3**	**$1,192.3**	**$1,398.2**	**$1,192.3**	**$1,398.2**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Waldorf Urban Redevelopment Corridor Stormwater Outfall

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: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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**
Architectural & Engineering	$350	$350	$100	$100	$50	$950	$350	$0	$1,300
Land & ROW	300	700	0	0	0	1,000	110	0	1,110
Construction	0	1,000	2,000	5,000	2,000	10,000	0	0	10,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	100	100	100	250	100	650	106	0	756
Administration - FAS	5	6	6	6	6	29	10	0	39
Inspection	0	100	200	500	200	1,000	0	0	1,000
Miscellaneous	30	10	20	50	20	130	25	0	155
Contingency	0	100	200	500	200	1,000	5	0	1,005
Total Outlay	**$785**	**$2,366**	**$2,626**	**$6,406**	**$2,576**	**$14,759**	**$606**	**$0**	**$15,365**
FINANCING SOURCES									
Bonds (20 year)	$740	$2,366	$2,626	$6,406	$2,576	$14,714	$105	$0	$14,819
Fund Balance Appropriation	0	0	0	0	0	0	19	0	19
Operating Transfer General Fund	45	0	0	0	0	45	482	0	527
Total County Funding	$785	$2,366	$2,626	$6,406	$2,576	$14,759	$606	$0	$15,365
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	**$785**	**$2,366**	**$2,626**	**$6,406**	**$2,576**	**$14,759**	**$606**	**$0**	**$15,365**

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	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	9.4	63.9	238.0	431.2	902.6	9.4	1,092.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$9.4**	**$63.9**	**$238.0**	**$431.2**	**$902.6**	**$9.4**	**$1,092.1**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Middletown Road Phase 3 Roadway Improvements - Land Acquisition & Design

The County performed a feasibility study to determine the right of way implications for the upgrade of the existing Middletown Road between Billingsley Road and Md. Route 227 from two lanes to four lanes as identified in the Waldorf Subarea Plan. This project will fund the land acquisition and design costs to upgrade this road to meet the industry standards.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$795	$0	$0	$0	$0	$795	$180	$0	$975
Land & ROW	0	2,000	0	1,994	0	3,994	0	0	3,994
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	60	0	60	0	120	26	0	146
Administration - FAS	5	6	0	6	0	17	3	0	20
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	12	0	7	0	19	60	0	79
Contingency	0	0	0	45	0	45	0	0	45
Total Outlay	**$800**	**$2,078**	**$0**	**$2,112**	**$0**	**$4,990**	**$269**	**$0**	**$5,259**
FINANCING SOURCES									
Bonds (20 year)	$800	$2,078	$0	$2,112	$0	$4,990	$0	$0	$4,990
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	269	0	269
Total County Funding	$800	$2,078	$0	$2,112	$0	$4,990	$269	$0	$5,259
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	**$800**	**$2,078**	**$0**	**$2,112**	**$0**	**$4,990**	**$269**	**$0**	**$5,259**

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	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	58.9	211.8	211.8	367.2	0.0	367.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$58.9**	**$211.8**	**$211.8**	**$367.2**	**$0.0**	**$367.2**

LOCATION: **COMMISSIONER DISTRICT:**
Middletown Road 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

WATER SUMMARY

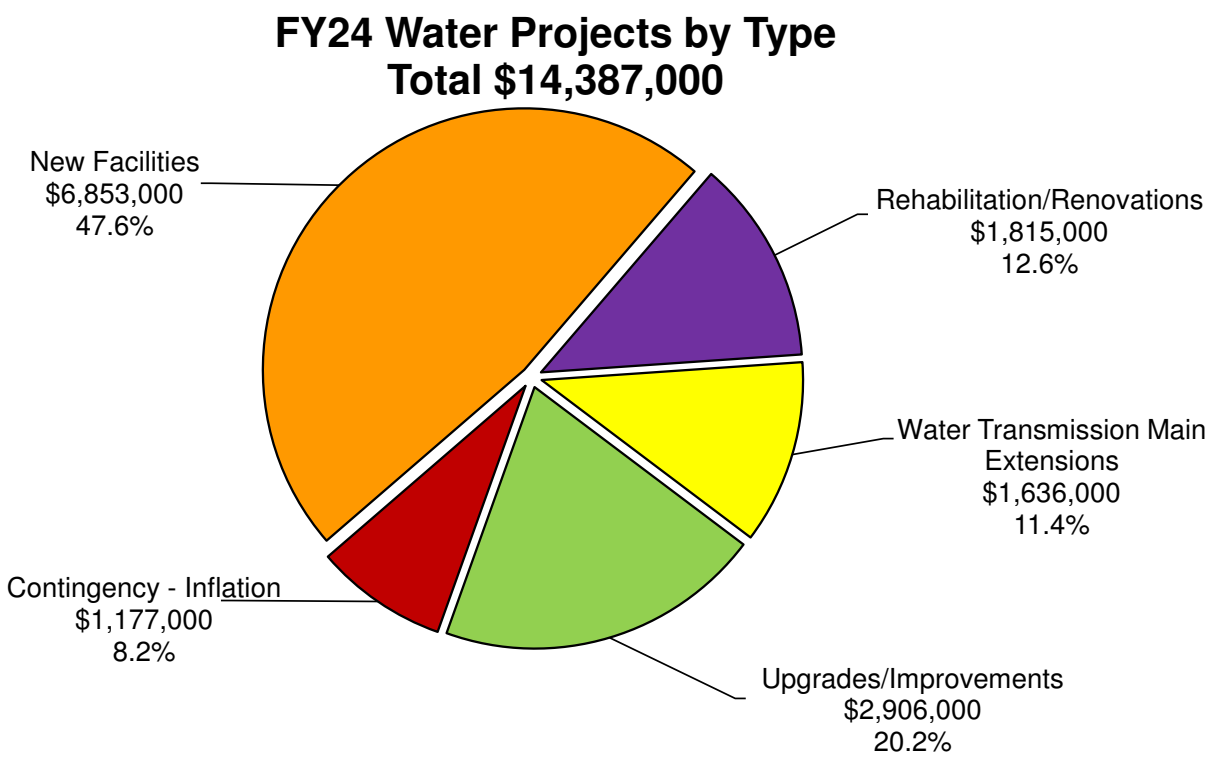
The County owns, maintains and constructs central water systems located throughout the County. New systems are built to accommodate growth, and often, developer contributions for part of the system are dedicated to the County. Infrastructure as a result of new growth is financed by a capital charge, 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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$3,780	$2,758	$2,707	$1,468	$2,958	$13,670	$11,780	$16,159	$41,608
Land & ROW	1,485	0	0	0	0	1,485	3,278	4,718	9,481
Construction	5,401	33,990	61,631	18,396	10,818	130,235	22,441	181,557	334,232
Equipment	0	0	0	150	47	197	110	0	306
Administration	1,434	1,263	1,058	875	988	5,617	2,904	3,858	12,379
Administration - FAS	88	104	107	54	34	386	177	80	643
Inspection	653	2,512	3,061	680	606	7,511	1,216	1,537	10,263
Miscellaneous	329	342	205	24	39	939	427	1,540	2,906
Contingency	1,218	3,974	5,534	1,228	1,083	13,036	2,994	19,980	36,010
Total Outlay	**$14,387**	**$44,941**	**$74,302**	**$22,874**	**$16,571**	**$173,074**	**$45,327**	**$229,429**	**$447,829**
FINANCING SOURCES									
Bonds	$14,387	$44,878	$74,239	$22,874	$16,571	$172,948	$45,327	$229,429	$447,703
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	63	63	0	0	126	0	0	126
Total County Funding	14,387	44,941	74,302	22,874	16,571	173,074	45,327	229,429	447,829
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	**$14,387**	**$44,941**	**$74,302**	**$22,874**	**$16,571**	**$173,074**	**$45,327**	**$229,429**	**$447,829**

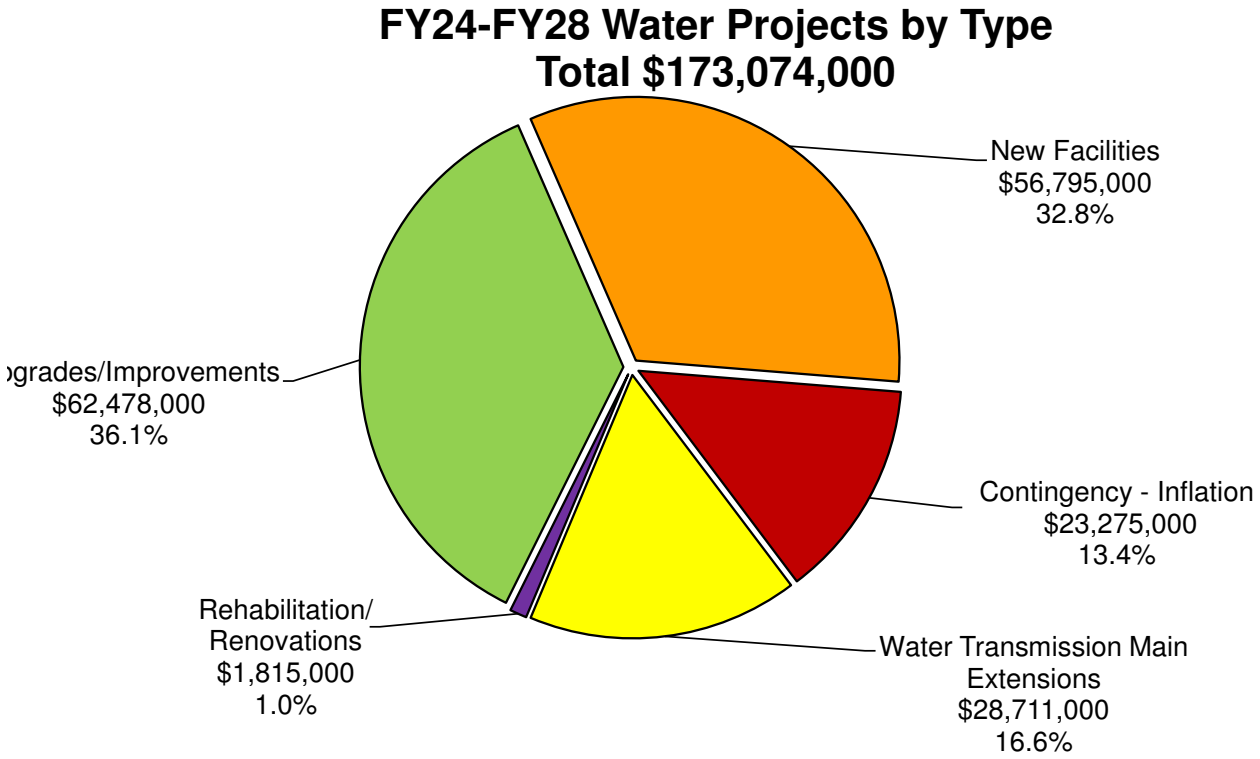
Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	0.00	0.00	0.00	0.00	1.00	0.00	2.00
Personnel Costs	0.0	0.0	0.0	0.0	63.1	0.0	131.3
Operating	0.0	0.0	0.0	0.0	31.3	0.0	57.1
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$94.4**	**$0.0**	**$188.4**
Debt Service: Bonds	3,801.4	5,060.7	8,776.6	14,949.7	16,938.8	3,801.4	29,211.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$2,617.9**	**$5,838.1**	**$9,563.9**	**$15,914.4**	**$21,024.6**	**$3,801.4**	**$29,399.5**
Increase to Water User Fee:	**$0.64**	**$0.81**	**$1.20**	**$2.28**	**$2.54**	**63.8¢**	**$4.78**

Projects with Future Operating Impacts:

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028	FTE
Utilities Professional Development & Training Center	$0.0	$0.0	$0.0	$0.0	$94.4	$97.9	1.00
Utilities Waldorf Regional Facility	$0.0	$0.0	$0.0	$0.0	$0.0	$90.5	1.00
Subtotal	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$94.4**	**$188.4**	**2.00**



New Facilities include Waldorf Well #17 and #18, Waldorf Water Tower #8, Hughesville Water Line, Gleneagles and Bryans Road 2MG Water Towers, and Potomac River Water Supply Treatment Plant. Upgrades/Improvements include Satellite Water Facility Upgrades, WSSC Waldorf Interconnection, and White Plains Water Enhancements. Water Transmission Main Extensions includes projects to interconnect various water systems throughout the County. For FY2024 all of the water projects are bond financed.



New Facilities include Waldorf Well #17 and #18, Gleneagles and Bryans Road 2MG Water Tower, Waldorf Water Tower #8 , Hughesville Water Line and 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 2024
($ in thousands)

PROJECT NAME: **Water User** 100% **Requested By:** DPW
Water Connection 0%

Bel Alton and Chapel Point Connection

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.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$916	$0	$916
Land & ROW	0	0	0	0	0	0	275	0	275
Construction	0	0	6,000	0	0	6,000	0	0	6,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	150	0	150
Administration - FAS	0	0	6	0	0	6	10	0	16
Inspection	0	0	300	0	0	300	0	0	300
Miscellaneous	0	0	60	0	0	60	0	0	60
Contingency	0	0	600	0	0	600	0	0	600
Total Outlay	**$0**	**$0**	**$6,966**	**$0**	**$0**	**$6,966**	**$1,351**	**$0**	**$8,317**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$6,966	$0	$0	$6,966	$1,351	$0	$8,317
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	$6,966	$0	$0	$6,966	$1,351	$0	$8,317
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**	**$6,966**	**$0**	**$0**	**$6,966**	**$1,351**	**$0**	**$8,317**

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	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	117.9	117.9	117.9	777.7	777.7	117.9	777.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$117.9**	**$117.9**	**$117.9**	**$777.7**	**$777.7**	**$117.9**	**$777.7**
Increase to Water User Fee:	**5.0¢**	**5.0¢**	**4.9¢**	**31.7¢**	**31.2¢**	**5.0¢**	**30.7¢**

LOCATION: **COMMISSIONER DISTRICT:**
Southern portion of the County 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 100% **Requested By:** DPW
Water Connection 0%

Ellenwood, Mariellen and Newtown Connection

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.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$300	$0	$300
Land & ROW	0	0	0	0	0	0	100	0	100
Construction	0	0	6,000	0	0	6,000	0	0	6,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	140	0	140
Administration - FAS	0	0	6	0	0	6	10	0	16
Inspection	0	0	300	0	0	300	0	0	300
Miscellaneous	0	0	60	0	0	60	0	0	60
Contingency	0	0	600	0	0	600	0	0	600
Total Outlay	**$0**	**$0**	**$6,966**	**$0**	**$0**	**$6,966**	**$550**	**$0**	**$7,516**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$6,966	$0	$0	$6,966	$550	$0	$7,516
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	$6,966	$0	$0	$6,966	$550	$0	$7,516
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**	**$6,966**	**$0**	**$0**	**$6,966**	**$550**	**$0**	**$7,516**

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	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	48.0	48.0	48.0	707.8	707.8	48.0	707.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$48.0**	**$48.0**	**$48.0**	**$707.8**	**$707.8**	**$48.0**	**$707.8**
Increase to Water User Fee:	**2.0¢**	**2.0¢**	**2.0¢**	**28.9¢**	**28.4¢**	**2.0¢**	**27.9¢**

LOCATION: **COMMISSIONER DISTRICT:**
Southern portion of the County 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 100% **Requested By:** DPW
Satellite Water Facility Upgrades **Water Connection** 0%

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, John Hanson, St. Francis, St. Charles, White Oak, Bel Alton #3 & #4, St. Annes, Cliffton Well #5, St. Charles Well #16), abandonment of various well sites (Adelphi, Eutaw Forest, Wooster, Laurel Branch), Bryans Road Corrosivity Study, and improvements at Brookwood Drive and Wooster Drive water mains.

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

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
Architectural & Engineering	$150	$325	$285	$290	$125	$1,175	$422	$125	$1,722
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	475	675	1,150	6,377	675	8,202
Equipment	0	0	0	0	0	0	0	0	0
Administration	375	375	375	375	250	1,750	409	250	2,409
Administration - FAS	5	6	6	6	6	29	8	6	43
Inspection	125	125	125	125	125	625	411	125	1,161
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	145	48	68	261	487	68	816
Total Outlay	**$655**	**$831**	**$936**	**$1,319**	**$1,249**	**$4,990**	**$8,114**	**$1,249**	**$14,353**
FINANCING SOURCES									
Bonds (15 Year)	$655	$831	$936	$1,319	$1,249	$4,990	$8,114	$1,249	$14,353
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	$655	$831	$936	$1,319	$1,249	$4,990	$8,114	$1,249	$14,353
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	**$655**	**$831**	**$936**	**$1,319**	**$1,249**	**$4,990**	**$8,114**	**$1,249**	**$14,353**

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	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	708.0	769.0	847.7	936.4	1,061.3	708.0	1,297.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$708.0**	**$769.0**	**$847.7**	**$936.4**	**$1,061.3**	**$708.0**	**$1,297.9**
Increase to Water User Fee:	**30.2¢**	**32.3¢**	**35.1¢**	**38.2¢**	**42.6¢**	**30.2¢**	**51.2¢**

LOCATION: **COMMISSIONER DISTRICT:**
Various locations, see description above County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Gleneagles 2MG Water Tower **Water Connection** 100%

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: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$200	$0	$0	$0	$0	$200	$500	$0	$700
Land & ROW	0	0	0	0	0	0	150	0	150
Construction	0	3,666	0	0	0	3,666	3,334	0	7,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	60	0	0	0	0	60	183	0	243
Administration - FAS	5	6	0	0	0	11	11	0	22
Inspection	0	300	0	0	0	300	60	0	360
Miscellaneous	60	0	0	0	0	60	10	0	70
Contingency	0	400	0	0	0	400	180	0	580
Total Outlay	**$325**	**$4,372**	**$0**	**$0**	**$0**	**$4,697**	**$4,428**	**$0**	**$9,125**
FINANCING SOURCES									
Bonds (15 Year)	$325	$4,372	$0	$0	$0	$4,697	$4,428	$0	$9,125
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	$325	$4,372	$0	$0	$0	$4,697	$4,428	$0	$9,125
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	**$325**	**$4,372**	**$0**	**$0**	**$0**	**$4,697**	**$4,428**	**$0**	**$9,125**

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	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	386.4	416.6	830.8	830.8	830.8	386.4	830.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$386.4**	**$416.6**	**$830.8**	**$830.8**	**$830.8**	**$386.4**	**$830.8**
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 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM

Bryans Road 2MG Water Tower **Water Connection** 100%

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)
PRIORITY

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
Architectural & Engineering	$100	$150	$150	$0	$0	$400	$300	$0	$700
Land & ROW	0	0	0	0	0	0	7	0	7
Construction	0	3,000	2,325	0	0	5,325	1,675	0	7,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	25	0	0	125	110	0	235
Administration - FAS	5	6	6	0	0	17	6	0	23
Inspection	0	150	150	0	0	300	50	0	350
Miscellaneous	16	37	0	0	0	53	17	0	70
Contingency	150	150	150	0	0	450	185	0	635
Total Outlay	**$321**	**$3,543**	**$2,806**	**$0**	**$0**	**$6,670**	**$2,350**	**$0**	**$9,020**
FINANCING SOURCES									
Bonds (15 Year)	$321	$3,543	$2,806	$0	$0	$6,670	$2,350	$0	$9,020
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	$321	$3,543	$2,806	$0	$0	$6,670	$2,350	$0	$9,020
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	**$321**	**$3,543**	**$2,806**	**$0**	**$0**	**$6,670**	**$2,350**	**$0**	**$9,020**

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	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	234.9	570.5	836.3	836.3	205.1	836.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$205.1**	**$234.9**	**$570.5**	**$836.3**	**$836.3**	**$205.1**	**$836.3**
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 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Hughesville Water Line **Water Connection** 100%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$1,700	$0	$1,700
Land & ROW	1,000	0	0	0	0	1,000	270	0	1,270
Construction	0	0	3,300	5,000	5,000	13,300	1,700	2,000	17,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	50	50	50	250	219	0	469
Administration - FAS	5	6	6	6	6	29	19	0	48
Inspection	0	0	200	200	200	600	43	147	790
Miscellaneous	10	10	10	10	10	50	42	0	92
Contingency	0	0	300	500	500	1,300	193	200	1,693
Total Outlay	**$1,065**	**$66**	**$3,866**	**$5,766**	**$5,766**	**$16,529**	**$4,186**	**$2,347**	**$23,062**
FINANCING SOURCES									
Bonds (15 Year)	$1,065	$66	$3,866	$5,766	$5,766	$16,529	$4,186	$2,347	$23,062
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	$1,065	$66	$3,866	$5,766	$5,766	$16,529	$4,186	$2,347	$23,062
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	**$1,065**	**$66**	**$3,866**	**$5,766**	**$5,766**	**$16,529**	**$4,186**	**$2,347**	**$23,062**

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	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	365.3	464.4	470.7	836.9	1,383.0	365.3	2,151.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$365.3**	**$464.4**	**$470.7**	**$836.9**	**$1,383.0**	**$365.3**	**$2,151.5**
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 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Bryans Village Waterline Interconnection **Water Connection** 100%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$50	$0	$0	$0	$0	$50	$150	$0	$200
Land & ROW	0	0	0	0	0	0	80	0	80
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	90	0	90
Administration - FAS	5	6	6	0	0	17	13	0	30
Inspection	0	50	50	0	0	100	0	0	100
Miscellaneous	0	7	7	0	0	14	6	0	20
Contingency	0	89	89	0	0	178	22	0	200
Total Outlay	**$55**	**$1,152**	**$1,152**	**$0**	**$0**	**$2,359**	**$361**	**$0**	**$2,720**
FINANCING SOURCES									
Bonds (15 Year)	$55	$1,152	$1,152	$0	$0	$2,359	$361	$0	$2,720
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	$55	$1,152	$1,152	$0	$0	$2,359	$361	$0	$2,720
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**	**$1,152**	**$1,152**	**$0**	**$0**	**$2,359**	**$361**	**$0**	**$2,720**

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	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	31.5	36.6	145.7	254.9	254.9	31.5	254.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$31.5**	**$36.6**	**$145.7**	**$254.9**	**$254.9**	**$31.5**	**$254.9**
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 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Strawberry Hills Waterline **Water Connection** 100%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$108	$0	$108
Land & ROW	0	0	0	0	0	0	100	0	100
Construction	670	0	0	0	0	670	430	0	1,100
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	100	0	100
Administration - FAS	5	0	0	0	0	5	13	0	18
Inspection	30	0	0	0	0	30	20	0	50
Miscellaneous	6	0	0	0	0	6	7	0	13
Contingency	60	0	0	0	0	60	50	0	110
Total Outlay	**$771**	**$0**	**$0**	**$0**	**$0**	**$771**	**$828**	**$0**	**$1,599**
FINANCING SOURCES									
Bonds (15 Year)	$771	$0	$0	$0	$0	$771	$828	$0	$1,599
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	$771	$0	$0	$0	$0	$771	$828	$0	$1,599
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	**$771**	**$0**	**$0**	**$0**	**$0**	**$771**	**$828**	**$0**	**$1,599**

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	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	72.2	144.0	144.0	144.0	144.0	72.2	144.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$72.2**	**$144.0**	**$144.0**	**$144.0**	**$144.0**	**$72.2**	**$144.0**
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 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM

Middletown/Bensville Waterline Interconnection **Water Connection** 100%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$50	$0	$0	$0	$0	$50	$550	$0	$600
Land & ROW	0	0	0	0	0	0	111	0	111
Construction	0	1,000	2,000	0	0	3,000	3,005	0	6,005
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	245	0	245
Administration - FAS	5	6	6	0	0	17	13	0	30
Inspection	0	116	100	0	0	216	58	0	274
Miscellaneous	0	0	0	0	0	0	81	0	81
Contingency	0	100	110	0	0	210	390	0	600
Total Outlay	**$55**	**$1,222**	**$2,216**	**$0**	**$0**	**$3,493**	**$4,452**	**$0**	**$7,945**
FINANCING SOURCES									
Bonds (15 Year)	$55	$1,222	$2,216	$0	$0	$3,493	$4,452	$0	$7,945
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	$55	$1,222	$2,216	$0	$0	$3,493	$4,452	$0	$7,945
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**	**$1,222**	**$2,216**	**$0**	**$0**	**$3,493**	**$4,452**	**$0**	**$7,945**

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	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	388.5	393.6	509.3	719.3	719.3	388.5	719.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$388.5**	**$393.6**	**$509.3**	**$719.3**	**$719.3**	**$388.5**	**$719.3**
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 2024
($ in thousands)

PROJECT NAME: **Water User** 60% **Requested By:** PGM
Waldorf Water Tower #8 **Water Connection** 40%

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: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$100	$100	$100	$0	$0	$300	$390	$0	$690
Land & ROW	100	0	0	0	0	100	0	0	100
Construction	0	3,500	3,500	0	0	7,000	0	0	7,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	266	0	266
Administration - FAS	5	6	6	0	0	17	13	0	30
Inspection	0	200	150	0	0	350	0	0	350
Miscellaneous	0	40	30	0	0	70	0	0	70
Contingency	0	400	300	0	0	700	0	0	700
Total Outlay	**$205**	**$4,246**	**$4,086**	**$0**	**$0**	**$8,537**	**$669**	**$0**	**$9,206**
FINANCING SOURCES									
Bonds (15 Year)	$205	$4,246	$4,086	$0	$0	$8,537	$669	$0	$9,206
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	$205	$4,246	$4,086	$0	$0	$8,537	$669	$0	$9,206
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	**$205**	**$4,246**	**$4,086**	**$0**	**$0**	**$8,537**	**$669**	**$0**	**$9,206**

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	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	58.4	77.5	479.6	866.7	866.7	58.4	866.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$58.4**	**$77.5**	**$479.6**	**$866.7**	**$866.7**	**$58.4**	**$866.7**
Increase to Water User Fee:	**1.5¢**	**2.0¢**	**11.9¢**	**21.2¢**	**20.9¢**	**1.5¢**	**20.5¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3 or 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: | **Water User** 60% | **Water Connection** 40% | **Requested By:** PGM

Waldorf Water Tower #8 Water Distribution

With the construction of a new tower, waterline extensions and upsizing of existing lines will be required. Design and construction of 12" water lines from the new tower location to tie into the existing Waldorf System. (~2000-LF)

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$70	$0	$0	$0	$0	$70	$80	$0	$150
Land & ROW	50	0	0	0	0	50	50	0	100
Construction	0	1,100	0	0	0	1,100	400	0	1,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	5	0	0	0	0	5	70	0	75
Administration - FAS	5	6	0	0	0	11	8	0	19
Inspection	0	50	0	0	0	50	25	0	75
Miscellaneous	10	5	0	0	0	15	0	0	15
Contingency	75	75	0	0	0	150	0	0	150
Total Outlay	**$215**	**$1,236**	**$0**	**$0**	**$0**	**$1,451**	**$633**	**$0**	**$2,084**
FINANCING SOURCES									
Bonds (15 Year)	$215	$1,236	$0	$0	$0	$1,451	$633	$0	$2,084
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	$215	$1,236	$0	$0	$0	$1,451	$633	$0	$2,084
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	**$215**	**$1,236**	**$0**	**$0**	**$0**	**$1,451**	**$633**	**$0**	**$2,084**

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	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	55.2	75.3	192.3	192.3	192.3	55.2	192.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$55.2**	**$75.3**	**$192.3**	**$192.3**	**$192.3**	**$55.2**	**$192.3**
Increase to Water User Fee:	**1.4¢**	**1.9¢**	**4.8¢**	**4.7¢**	**4.6¢**	**1.4¢**	**4.6¢**

LOCATION: Waldorf, MD

COMMISSIONER DISTRICT: 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 50% **Requested By:** DPW
Old Washington Road Waterline **Water Connection** 50%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	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	0	1,179	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	0	5	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	0	118	0	118	102	0	220
Total Outlay	**$0**	**$0**	**$0**	**$1,302**	**$0**	**$1,302**	**$1,740**	**$0**	**$3,042**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$0	$1,302	$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	$0	$1,302	$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**	**$0**	**$1,302**	**$0**	**$1,302**	**$1,740**	**$0**	**$3,042**

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	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	151.8	151.8	151.8	151.8	275.2	151.8	275.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$151.8**	**$151.8**	**$151.8**	**$151.8**	**$275.2**	**$151.8**	**$275.2**
Increase to Water User Fee:	**3.2¢**	**3.2¢**	**3.1¢**	**3.1¢**	**5.5¢**	**3.2¢**	**5.4¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 50% **Requested By:** PGM
Potomac River Water Supply Treatment Plant **Water Connection** 50%

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)
PRIORITY

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
Architectural & Engineering	$500	$800	$1,300	$500	$2,200	$5,300	$1,300	$12,547	$19,147
Land & ROW	100	0	0	0	0	100	70	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	198	198	198	198	428	1,220	171	2,579	3,970
Administration - FAS	5	6	6	6	6	29	10	42	81
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	**$803**	**$1,004**	**$1,504**	**$704**	**$2,634**	**$6,649**	**$1,551**	**$171,743**	**$179,943**
FINANCING SOURCES									
Bonds (30 Year)	$803	$1,004	$1,504	$704	$2,634	$6,649	$1,551	$171,743	$179,943
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	$803	$1,004	$1,504	$704	$2,634	$6,649	$1,551	$171,743	$179,943
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	**$803**	**$1,004**	**$1,504**	**$704**	**$2,634**	**$6,649**	**$1,551**	**$171,743**	**$179,943**

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	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	90.5	142.7	209.9	310.5	357.6	90.5	12,026.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$90.5**	**$142.7**	**$209.9**	**$310.5**	**$357.6**	**$90.5**	**$12,026.4**
Increase to Water User Fee:	**1.9¢**	**3.0¢**	**4.3¢**	**6.3¢**	**7.2¢**	**1.9¢**	**237.3¢**

LOCATION: **COMMISSIONER DISTRICT:**
Upper reaches of the Potomac River TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 25% **Requested By:** PGM
WSSC Waldorf Interconnection **Water Connection** 75%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$1,500	$660	$0	$0	$0	$2,160	$3,274	$0	$5,434
Land & ROW	0	0	0	0	0	0	1,800	0	1,800
Construction	0	12,300	22,600	4,600	0	39,500	0	0	39,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	250	250	0	0	0	500	442	0	942
Administration - FAS	5	6	6	6	0	23	19	0	42
Inspection	0	950	950	0	0	1,900	100	0	2,000
Miscellaneous	200	200	0	0	0	400	100	0	500
Contingency	0	2,000	2,000	0	0	4,000	1,000	0	5,000
Total Outlay	**$1,955**	**$16,366**	**$25,556**	**$4,606**	**$0**	**$48,483**	**$6,735**	**$0**	**$55,218**
FINANCING SOURCES									
Bonds (30 Year)	$1,955	$16,366	$25,556	$4,606	$0	$48,483	$6,735	$0	$55,218
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	$1,955	$16,366	$25,556	$4,606	$0	$48,483	$6,735	$0	$55,218
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	**$1,955**	**$16,366**	**$25,556**	**$4,606**	**$0**	**$48,483**	**$6,735**	**$0**	**$55,218**

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	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	392.8	520.0	1,615.1	3,325.3	3,633.5	392.8	3,633.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$392.8**	**$520.0**	**$1,615.1**	**$3,325.3**	**$3,633.5**	**$392.8**	**$3,633.5**
Increase to Water User Fee:	**4.2¢**	**5.5¢**	**16.7¢**	**33.9¢**	**36.4¢**	**4.2¢**	**35.8¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf 2, 3, and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 60% **Requested By:** PGM

White Plains Water Enhancements **Water Connection** 40%

Design and construction to increase the 10-inch PVC water main on Crain Hwy (Route 301) to a 16-inch Ductile Iron pipe from Billingsley Rd to Marshall Corner Rd. This upgrade will provide additional pressure and fire flow capacity to the White Plains area.

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

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
Architectural & Engineering	$150	$0	$0	$0	$0	$150	$150	$0	$300
Land & ROW	0	0	0	0	0	0	18	0	18
Construction	0	1,500	1,500	0	0	3,000	0	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	25	25	0	0	75	50	0	125
Administration - FAS	5	6	6	0	0	17	5	0	22
Inspection	0	100	50	0	0	150	0	0	150
Miscellaneous	0	0	0	0	0	0	18	0	18
Contingency	0	60	60	0	0	120	180	0	300
Total Outlay	**$180**	**$1,691**	**$1,641**	**$0**	**$0**	**$3,512**	**$421**	**$0**	**$3,933**
FINANCING SOURCES									
Bonds (15 Year)	$180	$1,691	$1,641	$0	$0	$3,512	$421	$0	$3,933
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	$180	$1,691	$1,641	$0	$0	$3,512	$421	$0	$3,933
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	**$180**	**$1,691**	**$1,641**	**$0**	**$0**	**$3,512**	**$421**	**$0**	**$3,933**

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	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	36.7	53.5	213.7	369.1	369.1	36.7	369.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$36.7**	**$53.5**	**$213.7**	**$369.1**	**$369.1**	**$36.7**	**$369.1**
Increase to Water User Fee:	**0.9¢**	**1.3¢**	**5.3¢**	**9.0¢**	**8.9¢**	**0.9¢**	**8.7¢**

LOCATION: **COMMISSIONER DISTRICT:**

White Plains 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM

Acton Lane Water Main Extension **Water Connection** 100%

Design and construct approximately 540 l.f. of 12" water main on Acton Lane to complete the connection to Hamilton Rd and approximately 1000 l.f. of 8" water main to loop the Wexford Village Subdivision. This connection will improve redundancy and add looping.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$120	$0	$0	$0	$0	$120	$0	$0	$120
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,200	0	0	0	1,200	0	0	1,200
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	25	0	0	0	50	0	0	50
Administration - FAS	5	6	0	0	0	11	0	0	11
Inspection	0	60	0	0	0	60	0	0	60
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	60	60	0	0	0	120	0	0	120
Total Outlay	**$210**	**$1,351**	**$0**	**$0**	**$0**	**$1,561**	**$0**	**$0**	**$1,561**
FINANCING SOURCES									
Bonds (15 Year)	$210	$1,351	$0	$0	$0	$1,561	$0	$0	$1,561
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	$210	$1,351	$0	$0	$0	$1,561	$0	$0	$1,561
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	**$210**	**$1,351**	**$0**	**$0**	**$0**	**$1,561**	**$0**	**$0**	**$1,561**

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	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	19.6	147.5	147.5	147.5	0.0	147.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$19.6**	**$147.5**	**$147.5**	**$147.5**	**$0.0**	**$147.5**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: Waldorf

COMMISSIONER DISTRICT: 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Waldorf Well #18 **Water Connection** 100%

Design and construction of a new 500 gpm production well in the Patuxent aquifer to serve the Waldorf Water System.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$150	$150	$0	$0	$0	$300	$0	$0	$300
Land & ROW	100	0	0	0	0	100	0	0	100
Construction	0	0	1,500	1,500	0	3,000	0	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	50	0	0	150	0	0	150
Administration - FAS	5	6	6	6	0	23	0	0	23
Inspection	50	0	50	50	0	150	0	0	150
Miscellaneous	10	10	10	0	0	30	0	0	30
Contingency	100	0	100	100	0	300	0	0	300
Total Outlay	**$465**	**$216**	**$1,716**	**$1,656**	**$0**	**$4,053**	**$0**	**$0**	**$4,053**
FINANCING SOURCES									
Bonds (15 Year)	$465	$216	$1,716	$1,656	$0	$4,053	$0	$0	$4,053
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	$465	$216	$1,716	$1,656	$0	$4,053	$0	$0	$4,053
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	**$465**	**$216**	**$1,716**	**$1,656**	**$0**	**$4,053**	**$0**	**$0**	**$4,053**

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	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	43.3	63.8	226.3	383.2	0.0	383.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$43.3**	**$63.8**	**$226.3**	**$383.2**	**$0.0**	**$383.2**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM

Billingsley Road Water Main Extension **Water Connection** 100%

Design and construct approximately 4,000 l.f. of 12-in water main along Billingsley Rd from Old Washington Road to St. Charles Parkway. This extension will provide looping, reduce head, and help to increase the pressure in the Waldorf water system.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

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
Architectural & Engineering	$300	$0	$0	$0	$0	$300	$0	$0	$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,500	1,500	0	0	3,000	0	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	25	25	0	0	75	0	0	75
Administration - FAS	5	6	6	0	0	17	0	0	17
Inspection	0	75	75	0	0	150	0	0	150
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	150	150	0	0	300	0	0	300
Total Outlay	**$330**	**$1,756**	**$1,756**	**$0**	**$0**	**$3,842**	**$0**	**$0**	**$3,842**
FINANCING SOURCES									
Bonds (15 Year)	$330	$1,756	$1,756	$0	$0	$3,842	$0	$0	$3,842
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	$330	$1,756	$1,756	$0	$0	$3,842	$0	$0	$3,842
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	**$330**	**$1,756**	**$1,756**	**$0**	**$0**	**$3,842**	**$0**	**$0**	**$3,842**

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	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	30.7	197.1	363.4	363.4	0.0	363.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$30.7**	**$197.1**	**$363.4**	**$363.4**	**$0.0**	**$363.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: White Plains

COMMISSIONER DISTRICT: 2 & 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM

Leonardtown Road Water Main Replacement **Water Connection** 100%

Study, design and construct approximately 3,200 l.f. of 10" water main and 5,300 l.f. of 12" water main to replace the existing main along Leonardtown Rd from Old Washington Rd to Mattawoman Beantown Rd. The main replacement will upsize the existing main to increase fire flow and pressure.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

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
Architectural & Engineering	$0	$0	$350	$350	$0	$700	$0	$0	$700
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,000	2,000	3,000	0	4,000	7,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	50	50	25	125	0	50	175
Administration - FAS	0	0	6	6	6	18	0	12	30
Inspection	0	0	0	50	100	150	0	200	350
Miscellaneous	0	0	0	10	20	30	0	40	70
Contingency	0	0	0	100	200	300	0	400	700
Total Outlay	**$0**	**$0**	**$406**	**$1,566**	**$2,351**	**$4,323**	**$0**	**$4,702**	**$9,025**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$406	$1,566	$2,351	$4,323	$0	$4,702	$9,025
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	$406	$1,566	$2,351	$4,323	$0	$4,702	$9,025
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**	**$406**	**$1,566**	**$2,351**	**$4,323**	**$0**	**$4,702**	**$9,025**

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	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	38.5	186.8	0.0	854.9
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**	**$38.5**	**$186.8**	**$0.0**	**$854.9**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: Waldorf

COMMISSIONER DISTRICT: 3 & 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** DPW
Waldorf Well #17 **Water Connection** 100%

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 gpm) 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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$447	$0	$447
Land & ROW	0	0	0	0	0	0	72	0	72
Construction	2,740	0	0	0	0	2,740	3,260	0	6,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	159	0	0	0	0	159	129	0	288
Administration - FAS	5	0	0	0	0	5	12	0	17
Inspection	300	0	0	0	0	300	247	0	547
Miscellaneous	0	0	0	0	0	0	81	0	81
Contingency	465	0	0	0	0	465	135	0	600
Total Outlay	**$3,669**	**$0**	**$0**	**$0**	**$0**	**$3,669**	**$4,383**	**$0**	**$8,052**
FINANCING SOURCES									
Bonds (15 Year)	$3,669	$0	$0	$0	$0	$3,669	$4,383	$0	$8,052
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	$3,669	$0	$0	$0	$0	$3,669	$4,383	$0	$8,052
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	**$3,669**	**$0**	**$0**	**$0**	**$0**	**$3,669**	**$4,383**	**$0**	**$8,052**

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	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	382.5	724.1	724.1	724.1	724.1	382.5	724.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$382.5**	**$724.1**	**$724.1**	**$724.1**	**$724.1**	**$382.5**	**$724.1**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
Pinefield Subdivision 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: | **Water User** 100% | **Requested By:** DPW

Westlake Water Tower Rehabilitation | **Water Connection** 0%

The water storage tower known as the Westlake Tower adjacent to Wade Elementary School is in need of rehabilitation. This project will include a preliminary assessment inspection and report, interior and exterior recoating, and miscellaneous repairs.

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

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
Architectural & Engineering	$10	$0	$0	$0	$0	$10	$0	$0	$10
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,500	0	0	0	0	1,500	0	0	1,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	0	0	0	0	50	0	0	50
Administration - FAS	5	0	0	0	0	5	0	0	5
Inspection	100	0	0	0	0	100	0	0	100
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	150	0	0	0	0	150	0	0	150
Total Outlay	**$1,815**	**$0**	**$0**	**$0**	**$0**	**$1,815**	**$0**	**$0**	**$1,815**
FINANCING SOURCES									
Bonds (15 Year)	$1,815	$0	$0	$0	$0	$1,815	$0	$0	$1,815
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	$1,815	$0	$0	$0	$0	$1,815	$0	$0	$1,815
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	**$1,815**	**$0**	**$0**	**$0**	**$0**	**$1,815**	**$0**	**$0**	**$1,815**

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	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	169.0	169.0	169.0	169.0	0.0	169.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$169.0**	**$169.0**	**$169.0**	**$169.0**	**$0.0**	**$169.0**
Increase to Water User Fee:	**0.0¢**	**7.1¢**	**7.0¢**	**6.9¢**	**6.8¢**	**0.0¢**	**6.7¢**

LOCATION: | **COMMISSIONER DISTRICT:**

Dorchester Subdivision | 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME:
Automation & Technology Master Plan

Water User	**50.0%**	**Requested By:**	**DPW**
Water Connection		**Project #:**	**6407000000**
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 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**5-Year Total '24-'28**	**Approp. thru FY23**	**Beyond FY 2028**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$1,987	$0	$1,987
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	525	925	0	0	1,450	2,429	0	3,879
Equipment	0	0	0	0	0	0	219	0	219
Administration	125	125	125	0	0	375	115	0	490
Administration - FAS	5	6	6	0	0	17	9	0	26
Inspection	0	125	125	0	0	250	252	0	502
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	102	53	93	0	0	248	139	0	387
Total Outlay	**$232**	**$834**	**$1,274**	**$0**	**$0**	**$2,340**	**$5,150**	**$0**	**$7,490**
FINANCING SOURCES									
Bonds (10 Year)	$232	$708	$1,148	$0	$0	$2,088	$5,150	$0	$7,238
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	126	126	0	0	252	0	0	252
Total County Funding	$232	$834	$1,274	$0	$0	$2,340	$5,150	$0	$7,490
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	**$232**	**$834**	**$1,274**	**$0**	**$0**	**$2,340**	**$5,150**	**$0**	**$7,490**

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	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	621.4	650.7	741.3	888.1	888.1	621.4	888.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$621.4**	**$650.7**	**$741.3**	**$888.1**	**$888.1**	**$621.4**	**$888.1**
Increase to Water User Fee:	13.3¢	16.3¢	18.0¢	15.5¢	17.8¢	13.3¢	17.5¢
Increase to Sewer User Fee:	13.5¢	16.6¢	18.3¢	15.8¢	18.2¢	13.5¢	17.9¢
Combined Fee Increase:	**26.8¢**	**33.0¢**	**36.3¢**	**31.4¢**	**36.0¢**	**26.8¢**	**35.4¢**

LOCATION:
County-wide

COMMISSIONER DISTRICT:
County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME:
Utilities Professional Development & Training Center

Water User	**50.0%**
Water Connection	**0.0%**
Sewer User	**50.0%**
Sewer Connection	**0.0%**

Requested By: **DPW**
Project #:

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 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**5-Year Total '24-'28**	**Approp. thru FY23**	**Beyond FY 2028**	**Project Total**
Architectural & Engineering	$0	$0	$125	$85	$0	$210	$0	$0	$210
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	875	0	875	0	0	875
Equipment	0	0	0	125	0	125	0	0	125
Administration	0	0	75	75	0	150	0	0	150
Administration - FAS	0	0	6	6	0	12	0	0	12
Inspection	0	0	0	150	0	150	0	0	150
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	88	0	88	0	0	88
Total Outlay	**$0**	**$0**	**$206**	**$1,404**	**$0**	**$1,610**	**$0**	**$0**	**$1,610**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$206	$1,404	$0	$1,610	$0	$0	$1,610
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	$206	$1,404	$0	$1,610	$0	$0	$1,610
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**	**$206**	**$1,404**	**$0**	**$1,610**	**$0**	**$0**	**$1,610**

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	0.00	0.00	2.00	0.00	2.00
Personnel Costs	0.0	0.0	0.0	0.0	126.2	0.0	131.3
Operating	0.0	0.0	0.0	0.0	62.5	0.0	64.4
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$188.7**	**$0.0**	**$195.7**
Debt Service: Bonds	0.0	0.0	0.0	19.5	152.5	0.0	152.5
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**	**$19.5**	**$341.2**	**$0.0**	**$348.2**
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.4¢	6.8¢	0.0¢	10.7¢
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.4¢	7.0¢	0.0¢	10.9¢
Combined Fee Increase:	**0.0¢**	**0.0¢**	**0.0¢**	**0.8¢**	**13.8¢**	**0.0¢**	**21.7¢**

LOCATION:
Mattawoman WWTP

COMMISSIONER DISTRICT:
2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME:
Utilities Waldorf Regional Facility

Water User	**50.0%**
Water Connection	**0.0%**
Sewer User	**50.0%**
Sewer Connection	**0.0%**

Requested By: **DPW**
Project #:

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$575	$225	$175	$175	$1,150	$0	$0	$1,150
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	2,385	2,385	2,385	7,155	0	0	7,155
Equipment	0	0	0	125	75	200	0	0	200
Administration	0	150	150	150	150	600	0	0	600
Administration - FAS	0	6	6	6	6	24	0	0	24
Inspection	0	0	175	175	175	525	0	0	525
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	239	239	239	717	0	0	717
Total Outlay	**$0**	**$731**	**$3,180**	**$3,255**	**$3,205**	**$10,371**	**$0**	**$0**	**$10,371**
FINANCING SOURCES									
Bonds (15 Year)	$0	$731	$3,180	$3,255	$3,205	$10,371	$0	$0	$10,371
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	$731	$3,180	$3,255	$3,205	$10,371	$0	$0	$10,371
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**	**$731**	**$3,180**	**$3,255**	**$3,205**	**$10,371**	**$0**	**$0**	**$10,371**

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	0.00	0.00	0.00	0.00	2.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	131.3
Operating	0.0	0.0	0.0	0.0	0.0	0.0	49.7
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$181.0**
Debt Service: Bonds	0.0	0.0	69.2	370.5	678.8	0.0	982.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$69.2**	**$370.5**	**$678.8**	**$0.0**	**$1,163.4**
Increase to Water User Fee:	0.0¢	0.0¢	1.4¢	7.6¢	13.6¢	0.0¢	26.5¢
Increase to Sewer User Fee:	0.0¢	0.0¢	1.5¢	7.7¢	13.9¢	0.0¢	27.0¢
Combined Fee Increase:	**0.0¢**	**0.0¢**	**2.9¢**	**15.2¢**	**27.5¢**	**0.0¢**	**53.6¢**

LOCATION:
Waldorf, MD

COMMISSIONER DISTRICT:
4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ 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.

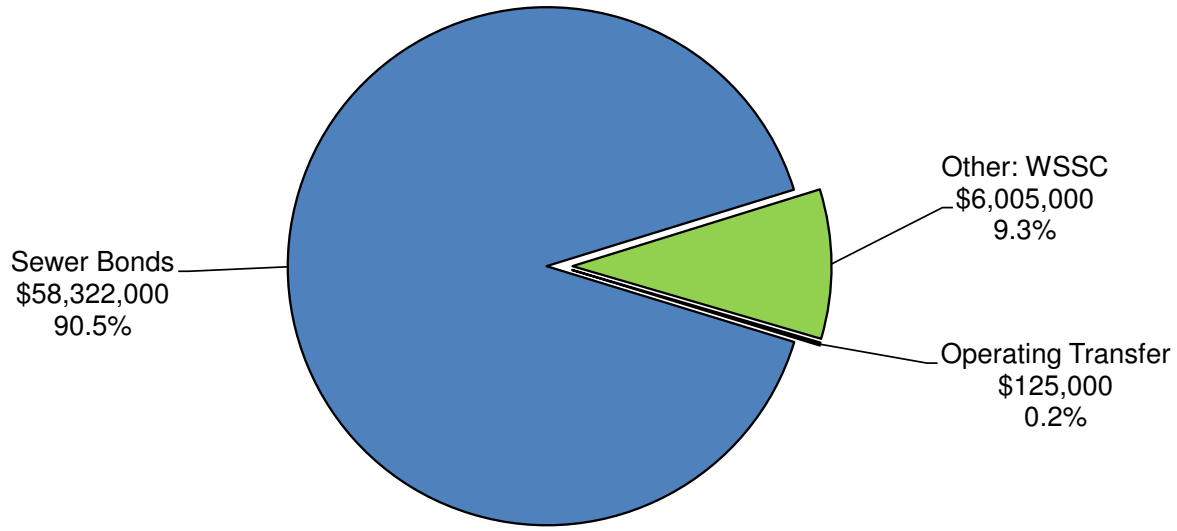
EXPENSE BUDGET	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$13,039	$11,454	$6,086	$5,298	$4,867	$40,743	$23,947	$22,674	$87,363
Land & ROW	1,700	50	50	50	50	1,900	2,657	64	4,621
Construction	36,910	52,285	46,361	49,378	36,236	221,169	83,488	160,569	465,226
Equipment	0	0	0	150	47	197	1,324	0	1,521
Administration	5,477	6,071	5,015	3,393	3,320	23,275	4,206	8,793	36,273
Administration - FAS	123	156	145	114	90	627	283	49	959
Inspection	2,415	4,354	4,372	3,405	2,647	17,192	6,816	4,787	28,795
Miscellaneous	113	111	113	113	81	531	166	47	744
Contingency	4,676	5,885	4,394	3,671	2,384	21,009	8,068	15,177	44,254
Total Outlay	**$64,452**	**$80,364**	**$66,535**	**$65,571**	**$49,720**	**$326,641**	**$130,956**	**$212,160**	**$669,756**
FINANCING SOURCES									
Bonds	$58,322	$73,073	$61,191	$61,107	$46,391	$300,083	$119,945	$184,728	$604,755
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	125	63	63	0	0	251	444	0	695
Total County Funding	$58,447	$73,136	$61,254	$61,107	$46,391	$300,334	$120,389	$184,728	$605,451
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	300	0	300
Other: WSSC	6,005	7,228	5,281	4,464	3,329	26,307	10,266	27,432	64,005
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$64,452**	**$80,364**	**$66,535**	**$65,571**	**$49,720**	**$326,641**	**$130,956**	**$212,160**	**$669,756**

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	0.00	0.00	1.00	0.00	2.00
Personnel Costs	0.0	0.0	0.0	0.0	63.1	0.0	131.3
Operating	0.0	0.0	0.0	0.0	31.3	0.0	57.1
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$94.4**	**$0.0**	**$188.4**
Debt Service: Bonds	8,244.9	12,442.4	17,949.2	22,432.1	26,752.6	8,244.9	37,589.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$8,244.9**	**$12,442.4**	**$17,949.2**	**$22,432.1**	**$26,847.0**	**$8,244.9**	**$37,778.0**
Increase to Sewer User Fee:	**$2.52**	**$3.71**	**$5.31**	**$6.34**	**$7.15**	**$2.50**	**$9.71**

Projects with Future Operating Impacts:

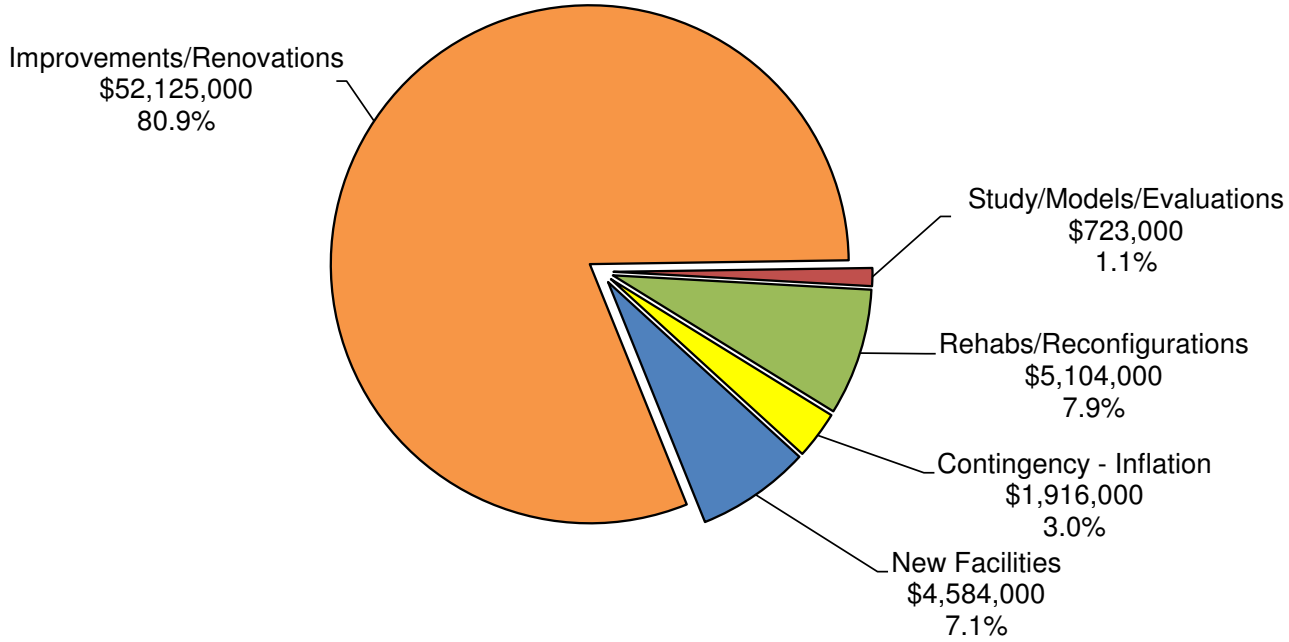
PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Beyond FY 2028	FTE
Utilities Professional Development & Training Center	0.0	0.0	0.0	0.0	94.4	97.9	1.00
Utilities Waldorf Regional Facility	0.0	0.0	0.0	0.0	0.0	90.5	1.00
Subtotal	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$94.4**	**$188.4**	**2.00**

FY24 Sewer Financing Sources
Total $64,452,000



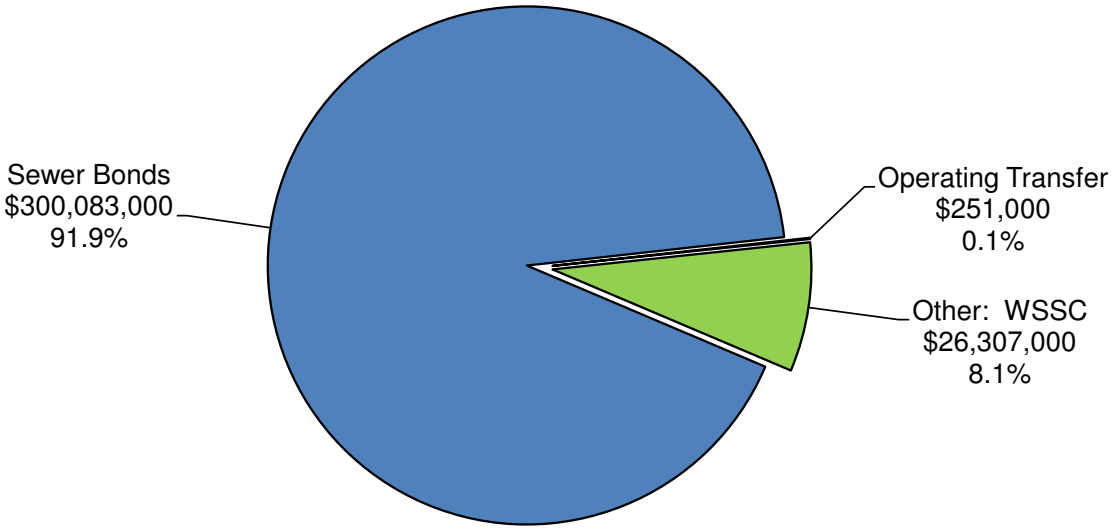
Financing the debt service associated with bonds for sewer projects is recovered primarily from sewer customer connection and user fees.

FY24 Sewer by Project Type
Total $64,452,000

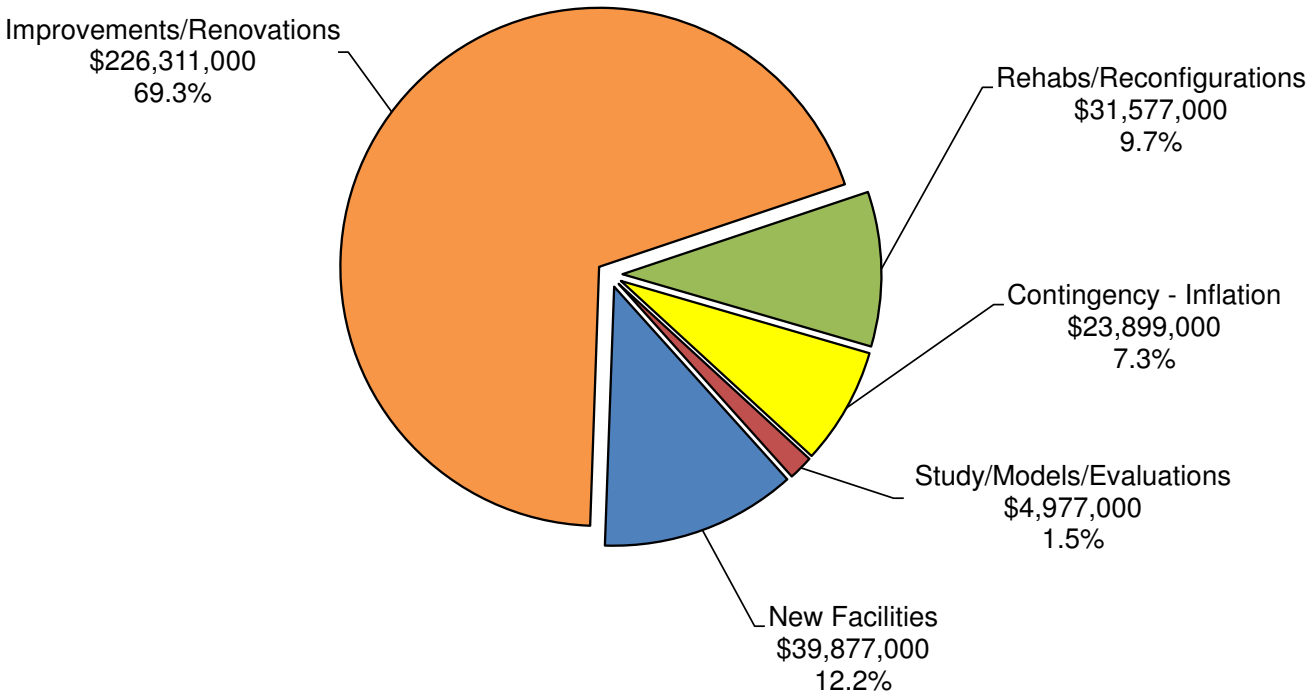


Improvements include funding for the Satellite Wastewater Facility Upgrades, various upgrades to the Mattawoman Wastewater Treatment Plant, the Cliffton WWTP Improvements, Zekiah Pump Station Upgrades, and the Post Office Road Sewer Capacity Improvements.

FY24-FY28 Sewer Financing Sources
Total $326,641,000



FY24-FY28 Sewer Projects by Type
Total $326,641,000



Improvements includes various improvements at the Mattawoman Wastewater Treatment Plant and various other locations.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 60% **Requested By:** DPW
MWWTP Electrical System Replacement **Sewer Connection** 40%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$175	$175	$175	$125	$0	$650	$1,221	$0	$1,871
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	6,550	6,525	4,250	2,250	0	19,575	7,225	0	26,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	125	0	650	179	0	829
Administration - FAS	5	6	6	6	0	23	19	0	42
Inspection	175	175	175	125	0	650	431	0	1,081
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	655	653	425	225	0	1,958	722	0	2,680
Total Outlay	**$7,735**	**$7,709**	**$5,206**	**$2,856**	**$0**	**$23,506**	**$9,797**	**$0**	**$33,303**
FINANCING SOURCES									
Bonds (30 Year)	$6,575	$6,553	$4,425	$2,428	$0	$19,981	$8,327	$0	$28,308
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	$6,575	$6,553	$4,425	$2,428	$0	$19,981	$8,327	$0	$28,308
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	1,160	1,156	781	428	0	3,525	1,470	0	4,995
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$7,735**	**$7,709**	**$5,206**	**$2,856**	**$0**	**$23,506**	**$9,797**	**$0**	**$33,303**

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	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	485.7	913.4	1,351.9	1,648.0	1,810.5	485.7	1,810.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$485.7**	**$913.4**	**$1,351.9**	**$1,648.0**	**$1,810.5**	**$485.7**	**$1,810.5**
Increase to Sewer User Fee:	**12.7¢**	**23.5¢**	**34.2¢**	**41.1¢**	**44.4¢**	**12.7¢**	**43.7¢**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Mattawoman Infiltration and Inflow PH II

Sewer User 60%
Sewer Connection 40%

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)

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
Architectural & Engineering	$1,400	$900	$900	$900	$900	$5,000	$3,497	$900	$9,397
Land & ROW	50	50	50	50	50	250	427	50	727
Construction	0	0	2,400	2,400	2,400	7,200	12,147	2,400	21,747
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	15	15	15	75	69	15	159
Administration - FAS	5	6	6	6	6	29	21	6	56
Inspection	72	72	72	72	72	360	54	72	486
Miscellaneous	17	17	17	17	17	85	27	17	129
Contingency	50	50	50	50	50	250	81	50	381
Total Outlay	**$1,609**	**$1,110**	**$3,510**	**$3,510**	**$3,510**	**$13,249**	**$16,324**	**$3,510**	**$33,083**
FINANCING SOURCES									
Bonds (30 Year)	$1,609	$1,110	$3,510	$3,510	$3,510	$13,249	$16,324	$3,510	$33,083
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	$1,609	$1,110	$3,510	$3,510	$3,510	$13,249	$16,324	$3,510	$33,083
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	**$1,609**	**$1,110**	**$3,510**	**$3,510**	**$3,510**	**$13,249**	**$16,324**	**$3,510**	**$33,083**

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	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	952.0	1,056.7	1,131.0	1,365.9	1,600.7	952.0	2,070.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$952.0**	**$1,056.7**	**$1,131.0**	**$1,365.9**	**$1,600.7**	**$952.0**	**$2,070.5**
Increase to Sewer User Fee:	**24.8¢**	**27.1¢**	**28.6¢**	**34.0¢**	**39.3¢**	**24.8¢**	**50.0¢**

LOCATION:
Mattawoman Sewer Service Area

COMMISSIONER DISTRICT:
County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 60% **Requested By:** DPW
Mattawoman WWTP Automation **Sewer Connection** 40%

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

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
Architectural & Engineering	$150	$150	$150	$75	$0	$525	$1,385	$0	$1,910
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	925	925	925	0	0	2,775	6,330	0	9,105
Equipment	0	0	0	0	0	0	1,214	0	1,214
Administration	175	175	175	75	0	600	218	0	818
Administration - FAS	5	6	6	6	0	23	20	0	43
Inspection	150	150	150	75	0	525	543	0	1,068
Miscellaneous	0	0	0	0	0	0	1	0	1
Contingency	93	93	93	0	0	279	633	0	912
Total Outlay	**$1,498**	**$1,499**	**$1,499**	**$231**	**$0**	**$4,727**	**$10,344**	**$0**	**$15,071**
FINANCING SOURCES									
Bonds (15 Year)	$1,273	$1,274	$1,274	$196	$0	$4,017	$8,075	$0	$12,092
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	$1,273	$1,274	$1,274	$196	$0	$4,017	$8,191	$0	$12,208
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	300	0	300
Other: WSSC @ 15%	225	225	225	35	0	710	1,853	0	2,563
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,498**	**$1,499**	**$1,499**	**$231**	**$0**	**$4,727**	**$10,344**	**$0**	**$15,071**

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	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	704.6	823.2	943.8	1,064.5	1,083.1	704.6	1,083.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$704.6**	**$823.2**	**$943.8**	**$1,064.5**	**$1,083.1**	**$704.6**	**$1,083.1**
Increase to Sewer User Fee:	**18.4¢**	**21.1¢**	**23.9¢**	**26.5¢**	**26.6¢**	**21.4¢**	**26.2¢**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 100% **Requested By:** DPW

Pump Station Rehabs and Replacements **Sewer Connection** 0%

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 PS, Theodore Green Blvd. PS, Checkers PS, Thomas Stone PS, Indian Head Manor PS, Ryon Woods PS, Rt. 925B PS, St. Charles PS #5A, Pinefield PS Forcemain, Bar Harbor PS, Bachelors Hope PS, Cuckolds Creek PS, Wisteria PS, Bath House PS, St. Charles PS 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), abandonment of Rt. 925C PS, and development of standard design documents.

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

This project includes **BUDGET**	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$1,926	$1,350	$925	$375	$375	$4,951	$647	$375	$5,973
Land & ROW	0	0	0	0	0	0	125	0	125
Construction	1,975	7,750	4,775	2,875	1,575	18,950	4,237	3,750	26,937
Equipment	0	0	0	0	0	0	0	0	0
Administration	875	875	675	475	225	3,125	639	875	4,639
Administration - FAS	5	6	6	6	6	29	0	6	35
Inspection	125	875	875	375	375	2,625	699	375	3,699
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	198	775	478	288	158	1,897	989	375	3,261
Total Outlay	**$5,104**	**$11,631**	**$7,734**	**$4,394**	**$2,714**	**$31,577**	**$7,336**	**$5,756**	**$44,669**
FINANCING SOURCES									
Bonds (15 Year)	$5,104	$11,631	$7,734	$4,394	$2,714	$31,577	$7,336	$5,756	$44,669
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	$5,104	$11,631	$7,734	$4,394	$2,714	$31,577	$7,336	$5,756	$44,669
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	**$5,104**	**$11,631**	**$7,734**	**$4,394**	**$2,714**	**$31,577**	**$7,336**	**$5,756**	**$44,669**

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	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	640.1	1,115.4	2,217.1	2,949.7	3,365.9	640.1	4,168.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$640.1**	**$1,115.4**	**$2,217.1**	**$2,949.7**	**$3,365.9**	**$640.1**	**$4,168.1**
Increase to Sewer User Fee:	**27.8¢**	**47.7¢**	**93.6¢**	**122.5¢**	**137.6¢**	**27.8¢**	**167.7¢**

LOCATION: **COMMISSIONER DISTRICT:**

Various pumping stations countywide — County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 100% **Requested By:** DPW
Satellite Wastewater Facility Upgrades **Sewer Connection** 0%

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. Construct building at Bel Alton WWTP that will aid in maintaining process temperatures for improved system performance. Structural, process, mechanical, electrical, site, and other various improvements at Cliffton WWTP and Mt. Carmel WWTP. Sprayfield and equipment improvements at Breeze Farm and Cuckolds Creek facilities. 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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$575	$495	$225	$150	$150	$1,595	$544	$150	$2,289
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,975	5,275	815	375	375	8,815	2,427	375	11,617
Equipment	0	0	0	0	0	0	0	0	0
Administration	475	475	375	175	175	1,675	305	175	2,155
Administration - FAS	5	6	6	6	6	29	1	6	36
Inspection	0	150	150	150	150	600	596	150	1,346
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	198	528	82	38	38	884	644	38	1,566
Total Outlay	**$3,228**	**$6,929**	**$1,653**	**$894**	**$894**	**$13,598**	**$4,516**	**$894**	**$19,008**
FINANCING SOURCES									
Bonds (15 Year)	$3,228	$6,929	$1,653	$894	$894	$13,598	$4,516	$894	$19,008
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	$3,228	$6,929	$1,653	$894	$894	$13,598	$4,516	$894	$19,008
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	**$3,228**	**$6,929**	**$1,653**	**$894**	**$894**	**$13,598**	**$4,516**	**$894**	**$19,008**

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	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	394.1	694.7	1,351.0	1,507.6	1,592.2	394.1	1,761.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$394.1**	**$694.7**	**$1,351.0**	**$1,507.6**	**$1,592.2**	**$394.1**	**$1,761.6**
Increase to Sewer User Fee:	**17.1¢**	**29.7¢**	**57.0¢**	**62.6¢**	**65.1¢**	**17.1¢**	**70.9¢**

LOCATION: **COMMISSIONER DISTRICT:**
Various Sites-see description Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: | **Sewer User** 60% | **Requested By:** DPW | **Sewer Connection** 40%

MWWTP Clarifier and Thickener Improvements

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$375	$495	$215	$150	$0	$1,235	$2,900	$0	$4,135
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,535	2,815	1,545	250	0	6,145	14,909	0	21,054
Equipment	0	0	0	0	0	0	0	0	0
Administration	575	575	275	175	0	1,600	464	0	2,064
Administration - FAS	5	6	6	6	0	23	22	0	45
Inspection	150	375	250	150	0	925	1,107	0	2,032
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	154	282	155	25	0	616	1,396	0	2,012
Total Outlay	**$2,794**	**$4,548**	**$2,446**	**$756**	**$0**	**$10,544**	**$20,798**	**$0**	**$31,342**
FINANCING SOURCES									
Bonds (30 Year)	$2,375	$3,866	$2,079	$643	$0	$8,963	$17,678	$0	$26,641
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	$2,375	$3,866	$2,079	$643	$0	$8,963	$17,678	$0	$26,641
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	419	682	367	113	0	1,581	3,120	0	4,701
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,794**	**$4,548**	**$2,446**	**$756**	**$0**	**$10,544**	**$20,798**	**$0**	**$31,342**

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	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	1,031.0	1,185.5	1,444.2	1,583.3	1,626.4	1,031.0	1,626.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$1,031.0**	**$1,185.5**	**$1,444.2**	**$1,583.3**	**$1,626.4**	**$1,031.0**	**$1,626.4**
Increase to Sewer User Fee:	**26.9¢**	**30.5¢**	**36.6¢**	**39.5¢**	**39.9¢**	**26.9¢**	**39.3¢**

LOCATION: | **COMMISSIONER DISTRICT:**

Mattawoman WWTP | 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 60% **Requested By:** DPW

MWWTP Utility Water System Evaluation & Improvement **Sewer Connection** 40%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$55	$285	$45	$85	$45	$515	$397	$0	$912
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	225	225	435	1,225	595	2,705	1,915	0	4,620
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	175	95	795	215	0	1,010
Administration - FAS	5	6	6	6	6	29	19	0	48
Inspection	115	115	115	115	75	535	190	0	725
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	23	23	44	123	60	273	192	0	465
Total Outlay	**$598**	**$829**	**$820**	**$1,729**	**$876**	**$4,852**	**$2,928**	**$0**	**$7,780**
FINANCING SOURCES									
Bonds (30 Year)	$508	$705	$697	$1,470	$745	$4,125	$2,487	$0	$6,612
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	$508	$705	$697	$1,470	$745	$4,125	$2,487	$0	$6,612
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	90	124	123	259	131	727	441	0	1,168
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$598**	**$829**	**$820**	**$1,729**	**$876**	**$4,852**	**$2,928**	**$0**	**$7,780**

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	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	145.0	178.1	225.3	271.9	370.3	145.0	420.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$145.0**	**$178.1**	**$225.3**	**$271.9**	**$370.3**	**$145.0**	**$420.1**
Increase to Sewer User Fee:	**3.8¢**	**4.6¢**	**5.7¢**	**6.8¢**	**9.1¢**	**3.8¢**	**10.1¢**

LOCATION: **COMMISSIONER DISTRICT:**

Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 0% **Requested By:** PGM
Zekiah Pump Station Upgrade **Sewer Connection** 100%

Design and construct to expand the capacity of the Zekiah Pumping Station from approximately 3.0 MGD to 6 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)
PRIORITY

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
Architectural & Engineering	$1,200	$600	$0	$0	$0	$1,800	$200	$0	$2,000
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	5,000	5,000	2,500	12,500	1,000	0	13,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	100	100	50	50	0	300	76	0	376
Administration - FAS	5	6	6	6	6	29	8	0	37
Inspection	0	200	200	200	0	600	36	0	636
Miscellaneous	30	30	30	30	0	120	12	0	132
Contingency	300	300	300	300	0	1,200	100	0	1,300
Total Outlay	**$1,635**	**$1,236**	**$5,586**	**$5,586**	**$2,506**	**$16,549**	**$1,432**	**$0**	**$17,981**
FINANCING SOURCES									
Bonds (30 Year)	$1,635	$1,236	$5,586	$5,586	$2,506	$16,549	$1,432	$0	$17,981
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	$1,635	$1,236	$5,586	$5,586	$2,506	$16,549	$1,432	$0	$17,981
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	**$1,635**	**$1,236**	**$5,586**	**$5,586**	**$2,506**	**$16,549**	**$1,432**	**$0**	**$17,981**

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	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	83.5	189.9	272.6	646.4	1,020.2	83.5	1,187.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$83.5**	**$189.9**	**$272.6**	**$646.4**	**$1,020.2**	**$83.5**	**$1,187.9**
Increase to Sewer 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 2024
($ in thousands)

PROJECT NAME: **Sewer User** 0% **Requested By:** PGM
Zekiah Pump Station Forcemain **Sewer Connection** 100%

Design and construct approximately 4,000 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 6.0 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)
PRIORITY

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
Architectural & Engineering	$200	$140	$0	$0	$0	$340	$110	$0	$450
Land & ROW	0	0	0	0	0	0	500	0	500
Construction	0	0	1,000	1,000	0	2,000	1,000	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	25	25	0	0	75	104	0	179
Administration - FAS	5	6	6	6	0	23	14	0	37
Inspection	0	60	51	0	0	111	39	0	150
Miscellaneous	10	5	3	0	0	18	12	0	30
Contingency	100	50	50	0	0	200	100	0	300
Total Outlay	**$340**	**$286**	**$1,135**	**$1,006**	**$0**	**$2,767**	**$1,879**	**$0**	**$4,646**
FINANCING SOURCES									
Bonds (30 Year)	$340	$286	$1,135	$1,006	$0	$2,767	$1,879	$0	$4,646
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	$340	$286	$1,135	$1,006	$0	$2,767	$1,879	$0	$4,646
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	**$340**	**$286**	**$1,135**	**$1,006**	**$0**	**$2,767**	**$1,879**	**$0**	**$4,646**

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	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	109.6	131.7	150.8	226.8	294.1	109.6	294.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$109.6**	**$131.7**	**$150.8**	**$226.8**	**$294.1**	**$109.6**	**$294.1**
Increase to Sewer 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 2024
($ in thousands)

PROJECT NAME: **Sewer User** 100% **Requested By:** DPW
Cliffton WWTP Improvements **Sewer Connection** 0%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$275	$0	$0	$0	$0	$275	$1,249	$0	$1,524
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	2,250	0	0	0	0	2,250	8,206	0	10,456
Equipment	0	0	0	0	0	0	0	0	0
Administration	225	0	0	0	0	225	203	0	428
Administration - FAS	5	0	0	0	0	5	25	0	30
Inspection	125	0	0	0	0	125	970	0	1,095
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	225	0	0	0	0	225	594	0	819
Total Outlay	**$3,105**	**$0**	**$0**	**$0**	**$0**	**$3,105**	**$11,247**	**$0**	**$14,352**
FINANCING SOURCES									
Bonds (15 Year)	$3,105	$0	$0	$0	$0	$3,105	$11,247	$0	$14,352
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	$3,105	$0	$0	$0	$0	$3,105	$11,247	$0	$14,352
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	**$3,105**	**$0**	**$0**	**$0**	**$0**	**$3,105**	**$11,247**	**$0**	**$14,352**

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	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	981.4	1,270.5	1,270.5	1,270.5	1,270.5	981.4	1,270.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$981.4**	**$1,270.5**	**$1,270.5**	**$1,270.5**	**$1,270.5**	**$981.4**	**$1,270.5**
Increase to Sewer User Fee:	**42.6¢**	**54.4¢**	**53.6¢**	**52.8¢**	**51.9¢**	**42.6¢**	**51.1¢**

LOCATION: **COMMISSIONER DISTRICT:**
Newburg, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME:
Hughesville Collection Sewer System

Sewer User 0% **Sewer Connection** 100%

Requested By: PGM

This project will design and construct a centralized sewer collection system for the Hughesville Village core, including approximately 25,000 linear feet of gravity sewer lines, approximately 3 new sewage pumping stations, 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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$600	$600	$0	$0	$0	$1,200	$550	$250	$2,000
Land & ROW	1,000	0	0	0	0	1,000	380	0	1,380
Construction	0	0	2,000	5,000	5,000	12,000	0	8,000	20,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	50	50	50	250	67	200	517
Administration - FAS	5	6	6	6	6	29	8	6	43
Inspection	0	0	200	200	200	600	0	300	900
Miscellaneous	30	30	30	30	30	150	15	30	195
Contingency	300	300	300	300	300	1,500	37	300	1,837
Total Outlay	**$1,985**	**$986**	**$2,586**	**$5,586**	**$5,586**	**$16,729**	**$1,057**	**$9,086**	**$26,872**
FINANCING SOURCES									
Bonds (30 Year)	$1,985	$986	$2,586	$5,586	$5,586	$16,729	$1,057	$9,086	$26,872
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	$1,985	$986	$2,586	$5,586	$5,586	$16,729	$1,057	$9,086	$26,872
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	**$1,985**	**$986**	**$2,586**	**$5,586**	**$5,586**	**$16,729**	**$1,057**	**$9,086**	**$26,872**

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	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	61.6	190.8	256.8	429.8	803.6	61.6	1,785.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$61.6**	**$190.8**	**$256.8**	**$429.8**	**$803.6**	**$61.6**	**$1,785.4**
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 2024
($ in thousands)

PROJECT NAME: | **Sewer User** 60% | **Sewer Connection** 40% | **Requested By:** DPW

MWWTP Septage/Hauled Waste Receiving Facility

This existing 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. Access at this facility is also limited to single truck use. This project will construct a new facility designed for efficient debris handling and capable of multi-truck unloading.

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

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
Architectural & Engineering	$225	$225	$245	$165	$275	$1,135	$637	$0	$1,772
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,925	1,925	1,925	1,925	750	8,450	275	0	8,725
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	175	175	875	179	0	1,054
Administration - FAS	5	6	6	6	6	29	19	0	48
Inspection	75	75	75	75	75	375	75	0	450
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	193	193	193	193	75	847	66	0	913
Total Outlay	**$2,598**	**$2,599**	**$2,619**	**$2,539**	**$1,356**	**$11,711**	**$1,251**	**$0**	**$12,962**
FINANCING SOURCES									
Bonds (30 Year)	$2,598	$2,599	$2,619	$2,539	$1,356	$11,711	$1,251	$0	$12,962
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	$2,598	$2,599	$2,619	$2,539	$1,356	$11,711	$1,251	$0	$12,962
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	**$2,598**	**$2,599**	**$2,619**	**$2,539**	**$1,356**	**$11,711**	**$1,251**	**$0**	**$12,962**

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	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	73.0	242.0	415.9	591.1	761.0	73.0	851.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$73.0**	**$242.0**	**$415.9**	**$591.1**	**$761.0**	**$73.0**	**$851.8**
Increase to Sewer User Fee:	**1.9¢**	**6.2¢**	**10.5¢**	**14.7¢**	**18.7¢**	**1.9¢**	**20.6¢**

LOCATION: Mattawoman WWTP

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** DPW

MWWTP Effluent Filters Improvements

Sewer User 60%
Sewer Connection 40%

This project will add 2 additional effluent filters to increase hydraulic capacity and improve system efficiency and reliability. Additional improvements include influent/effluent channel enhancements, backwash surcharge pump station, filter enclosure, flood mitigation, and disinfection system.

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

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
Architectural & Engineering	$1,050	$1,595	$185	$185	$125	$3,140	$750	$0	$3,890
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,785	3,785	3,785	3,785	875	16,015	2,750	0	18,765
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	175	175	875	110	0	985
Administration - FAS	5	6	6	6	6	29	8	0	37
Inspection	175	175	175	175	175	875	140	0	1,015
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	379	379	379	379	88	1,604	240	0	1,844
Total Outlay	**$5,569**	**$6,115**	**$4,705**	**$4,705**	**$1,444**	**$22,538**	**$3,998**	**$0**	**$26,536**
FINANCING SOURCES									
Bonds (30 Year)	$4,734	$5,198	$3,999	$3,999	$1,227	$19,157	$3,398	$0	$22,555
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	$4,734	$5,198	$3,999	$3,999	$1,227	$19,157	$3,398	$0	$22,555
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	835	917	706	706	217	3,381	600	0	3,981
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$5,569**	**$6,115**	**$4,705**	**$4,705**	**$1,444**	**$22,538**	**$3,998**	**$0**	**$26,536**

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	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	198.2	506.1	854.0	1,121.6	1,389.2	198.2	1,471.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$198.2**	**$506.1**	**$854.0**	**$1,121.6**	**$1,389.2**	**$198.2**	**$1,471.3**
Increase to Sewer User Fee:	**5.2¢**	**13.0¢**	**21.6¢**	**27.9¢**	**34.1¢**	**5.2¢**	**35.5¢**

LOCATION: Mattawoman WWTP

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: | **Sewer User** 60% | **Sewer Connection** 40% | **Requested By:** DPW

MWWTP Reclaimed Water Pump Station Improvements

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$150	$150	$150	$0	$0	$450	$400	$0	$850
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	950	950	875	0	0	2,775	475	0	3,250
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	0	0	525	110	0	635
Administration - FAS	5	6	6	0	0	17	8	0	25
Inspection	175	175	175	0	0	525	143	0	668
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	95	95	88	0	0	278	47	0	325
Total Outlay	**$1,550**	**$1,551**	**$1,469**	**$0**	**$0**	**$4,570**	**$1,183**	**$0**	**$5,753**
FINANCING SOURCES									
Bonds (30 Year)	$1,550	$1,551	$1,469	$0	$0	$4,570	$1,183	$0	$5,753
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	$1,550	$1,551	$1,469	$0	$0	$4,570	$1,183	$0	$5,753
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	**$1,550**	**$1,551**	**$1,469**	**$0**	**$0**	**$4,570**	**$1,183**	**$0**	**$5,753**

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	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	69.0	169.8	273.6	371.9	371.9	69.0	371.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$69.0**	**$169.8**	**$273.6**	**$371.9**	**$371.9**	**$69.0**	**$371.9**
Increase to Sewer User Fee:	**1.8¢**	**4.4¢**	**6.9¢**	**9.3¢**	**9.1¢**	**1.8¢**	**9.0¢**

LOCATION: Mattawoman WWTP

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 60% **Requested By:** DPW
Sewer Connection 40%

MWWTP Effluent PS Forcemain Surge Management System

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$275	$225	$150	$0	$0	$650	$300	$0	$950
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,385	1,385	675	0	0	3,445	675	0	4,120
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	0	0	525	122	0	647
Administration - FAS	5	6	6	0	0	17	13	0	30
Inspection	45	175	175	0	0	395	143	0	538
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	139	139	68	0	0	346	81	0	427
Total Outlay	**$2,024**	**$2,105**	**$1,249**	**$0**	**$0**	**$5,378**	**$1,334**	**$0**	**$6,712**
FINANCING SOURCES									
Bonds (30 Year)	$1,720	$1,789	$1,062	$0	$0	$4,571	$1,134	$0	$5,705
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	$1,720	$1,789	$1,062	$0	$0	$4,571	$1,134	$0	$5,705
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	304	316	187	0	0	807	200	0	1,007
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,024**	**$2,105**	**$1,249**	**$0**	**$0**	**$5,378**	**$1,334**	**$0**	**$6,712**

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	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	66.1	178.0	297.7	368.8	368.8	66.1	368.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$66.1**	**$178.0**	**$297.7**	**$368.8**	**$368.8**	**$66.1**	**$368.8**
Increase to Sewer User Fee:	**1.7¢**	**4.6¢**	**7.5¢**	**9.2¢**	**9.0¢**	**1.7¢**	**8.9¢**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 60% **Requested By:** DPW
MWWTP Belt Filter Press Replacement **Sewer Connection** 40%

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)
PRIORITY

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
Architectural & Engineering	$225	$175	$175	$0	$0	$575	$1,267	$0	$1,842
Land & ROW	0	0	0	0	0	0	375	0	375
Construction	2,625	2,625	675	0	0	5,925	4,933	0	10,858
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	0	0	525	122	0	647
Administration - FAS	5	6	6	0	0	17	15	0	32
Inspection	175	175	175	0	0	525	526	0	1,051
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	263	263	68	0	0	594	696	0	1,290
Total Outlay	**$3,468**	**$3,419**	**$1,274**	**$0**	**$0**	**$8,161**	**$7,935**	**$0**	**$16,096**
FINANCING SOURCES									
Bonds (30 Year)	$2,948	$2,906	$1,083	$0	$0	$6,937	$6,660	$0	$13,597
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	$2,948	$2,906	$1,083	$0	$0	$6,937	$6,660	$0	$13,597
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	520	513	191	0	0	1,224	1,275	0	2,499
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$3,468**	**$3,419**	**$1,274**	**$0**	**$0**	**$8,161**	**$7,935**	**$0**	**$16,096**

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	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	388.4	580.2	774.7	847.1	847.1	388.4	847.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$388.4**	**$580.2**	**$774.7**	**$847.1**	**$847.1**	**$388.4**	**$847.1**
Increase to Sewer User Fee:	**10.1¢**	**14.9¢**	**19.6¢**	**21.1¢**	**20.8¢**	**10.1¢**	**20.5¢**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 60% **Requested By:** DPW
MWWTP Process Improvements - Parent **er Connection** 40%

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, ferric chloride storage tank, capping 72-inch piping upstream of post-aeration discharge, aerated sludge holding tank improvements, final clarifier sludge pumping, building security improvements, and various evaluations/assessments for stormwater/flood management, roof condition, painting, road condition, site fencing, and fire protection. Additional improvements have been recommended through a master facility planning effort that include: upgrade of primary clarifier launderers, primary sludge grinders, construction of a third primary clarifier, rehab of secondary clarifiers 1-4 with dedicated RAS pumps, influent valve replacement for secondary clarifiers 2 & 3, additional digester tanks, primary clarifiers 1-4 demo, influent forcemain upgrade, secondary treatment upgrades (MBR+CAS), Influent/Effluent PS Backup Power, UV/Utility Water Backup Power, Influent/Effluent PS improvements, and UV/Reclaimed Water/Utility Water Building.

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

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
Architectural & Engineering	$425	$1,745	$1,625	$2,390	$2,390	$8,575	$870	$15,806	$25,251
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,903	1,903	2,597	4,395	8,440	19,238	1,500	105,891	126,629
Equipment	0	0	0	0	0	0	0	0	0
Administration	753	1,381	1,147	925	1,716	5,922	240	4,947	11,109
Administration - FAS	5	6	6	6	6	29	10	6	45
Inspection	250	275	375	675	675	2,250	300	2,350	4,900
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	190	190	260	440	844	1,924	131	10,589	12,644
Total Outlay	**$3,526**	**$5,500**	**$6,010**	**$8,831**	**$14,071**	**$37,938**	**$3,051**	**$139,589**	**$180,578**
FINANCING SOURCES									
Bonds (30 Year)	$2,997	$4,675	$5,108	$7,506	$11,960	$32,246	$2,593	$118,651	$153,490
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	$2,997	$4,675	$5,108	$7,506	$11,960	$32,246	$2,593	$118,651	$153,490
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	529	825	902	1,325	2,111	5,692	458	20,938	27,088
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$3,526**	**$5,500**	**$6,010**	**$8,831**	**$14,071**	**$37,938**	**$3,051**	**$139,589**	**$180,578**

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	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	151.2	346.2	659.0	1,000.8	1,503.1	151.2	10,243.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$151.2**	**$346.2**	**$659.0**	**$1,000.8**	**$1,503.1**	**$151.2**	**$10,243.2**
Increase to Sewer User Fee:	**3.9¢**	**8.9¢**	**16.7¢**	**24.9¢**	**36.9¢**	**3.9¢**	**247.3¢**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

MWWTP UV Disinfection System Upgrades

Sewer User 60%
Sewer Connection 40%

This project will construct a third channel for UV disinfection and post aeration for system redundancy and increased capacity to meet projected peak flows. The two existing UV disinfection units will also be replaced with newer UV technology that has greater energy efficiency and can reduce operation and maintenance costs for UV equipment.

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

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
Architectural & Engineering	$380	$175	$75	$0	$0	$630	$1,150	$0	$1,780
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,465	3,465	575	0	0	7,505	1,870	0	9,375
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	75	0	0	425	65	0	490
Administration - FAS	5	6	6	0	0	17	5	0	22
Inspection	175	175	175	0	0	525	175	0	700
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	347	347	58	0	0	752	187	0	939
Total Outlay	**$4,547**	**$4,343**	**$964**	**$0**	**$0**	**$9,854**	**$3,452**	**$0**	**$13,306**
FINANCING SOURCES									
Bonds (30 Year)	$3,865	$3,692	$819	$0	$0	$8,376	$2,934	$0	$11,310
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	$3,865	$3,692	$819	$0	$0	$8,376	$2,934	$0	$11,310
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	682	651	145	0	0	1,478	518	0	1,996
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$4,547**	**$4,343**	**$964**	**$0**	**$0**	**$9,854**	**$3,452**	**$0**	**$13,306**

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	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	171.1	422.5	669.6	724.4	724.4	171.1	724.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$171.1**	**$422.5**	**$669.6**	**$724.4**	**$724.4**	**$171.1**	**$724.4**
Increase to Sewer User Fee:	**4.5¢**	**10.9¢**	**17.0¢**	**18.1¢**	**17.8¢**	**4.5¢**	**17.5¢**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME:
MWWTP Headworks Improvements

Sewer User 60% **Sewer Connection** 40%

Requested By: DPW

This project includes construction of additional barscreens and grit removal systems to address operational capacity and redundancy requirements. Also included in this project is the construction of a building to prevent equipment from freezing, screening washing/compaction equipment, and various improvements to the existing facility and equipment to protect from inundation due to high flow events.

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

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
Architectural & Engineering	$775	$275	$175	$175	$175	$1,575	$750	$300	$2,625
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	2,500	2,500	2,500	2,500	10,000	0	2,500	12,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	175	175	875	65	350	1,290
Administration - FAS	5	6	6	6	6	29	5	6	40
Inspection	0	225	125	125	125	600	0	75	675
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	250	250	250	250	1,000	0	250	1,250
Total Outlay	**$955**	**$3,431**	**$3,231**	**$3,231**	**$3,231**	**$14,079**	**$820**	**$3,481**	**$18,380**
FINANCING SOURCES									
Bonds (30 Year)	$812	$2,916	$2,746	$2,746	$2,746	$11,966	$697	$2,959	$15,622
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	$812	$2,916	$2,746	$2,746	$2,746	$11,966	$697	$2,959	$15,622
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	143	515	485	485	485	2,113	123	522	2,758
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$955**	**$3,431**	**$3,231**	**$3,231**	**$3,231**	**$14,079**	**$820**	**$3,481**	**$18,380**

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	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	40.7	93.5	288.6	472.4	656.1	40.7	1,037.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$40.7**	**$93.5**	**$288.6**	**$472.4**	**$656.1**	**$40.7**	**$1,037.9**
Increase to Sewer User Fee:	**1.1¢**	**2.4¢**	**7.3¢**	**11.8¢**	**16.1¢**	**1.1¢**	**25.1¢**

LOCATION:
Mattawoman WWTP

COMMISSIONER DISTRICT:
2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

MWWTP BNR Improvements-Parent

Sewer User	**70%**
Sewer Connection	**30%**

This project will improve various components of the BNR treatment system for added reliability, efficiency, and capacity. Improvements include, but are not limited to the following: aerator replacement with blowers and diffusers, new blower building, mixer upgrades, and capacity/performance improvements to the existing secondary clarifier system.

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

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
Architectural & Engineering	$1,475	$315	$175	$175	$175	$2,315	$1,315	$0	$3,630
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	4,250	4,250	4,250	4,250	650	17,650	0	0	17,650
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	175	175	875	65	0	940
Administration - FAS	5	6	6	6	6	29	5	0	34
Inspection	225	150	150	150	150	825	0	0	825
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	425	425	425	425	65	1,765	0	0	1,765
Total Outlay	**$6,555**	**$5,321**	**$5,181**	**$5,181**	**$1,221**	**$23,459**	**$1,385**	**$0**	**$24,844**
FINANCING SOURCES									
Bonds (30 Year)	$5,572	$4,523	$4,404	$4,404	$1,038	$19,941	$1,177	$0	$21,118
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	$5,572	$4,523	$4,404	$4,404	$1,038	$19,941	$1,177	$0	$21,118
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	983	798	777	777	183	3,518	208	0	3,726
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$6,555**	**$5,321**	**$5,181**	**$5,181**	**$1,221**	**$23,459**	**$1,385**	**$0**	**$24,844**

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	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	68.6	431.1	733.8	1,028.5	1,323.2	68.6	1,392.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$68.6**	**$431.1**	**$733.8**	**$1,028.5**	**$1,323.2**	**$68.6**	**$1,392.6**
Increase to Sewer User Fee:	**2.1¢**	**12.9¢**	**21.7¢**	**29.9¢**	**37.9¢**	**2.1¢**	**39.2¢**

LOCATION: **COMMISSIONER DISTRICT:**

Mattawoman WWTP 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 100% **Requested By:** DPW
Post Office Road Sewer Capacity Improvements **Sewer Connection** 0%

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$175	$175	$0	$0	$0	$350	$555	$0	$905
Land & ROW	0	0	0	0	0	0	150	0	150
Construction	538	538	0	0	0	1,076	4,800	0	5,876
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	0	0	0	350	126	0	476
Administration - FAS	5	6	0	0	0	11	17	0	28
Inspection	45	45	0	0	0	90	320	0	410
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	54	54	0	0	0	108	489	0	597
Total Outlay	**$992**	**$993**	**$0**	**$0**	**$0**	**$1,985**	**$6,457**	**$0**	**$8,442**
FINANCING SOURCES									
Bonds (15 Year)	$992	$993	$0	$0	$0	$1,985	$6,457	$0	$8,442
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	$992	$993	$0	$0	$0	$1,985	$6,457	$0	$8,442
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	**$992**	**$993**	**$0**	**$0**	**$0**	**$1,985**	**$6,457**	**$0**	**$8,442**

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	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	563.4	655.8	749.9	749.9	749.9	563.4	749.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$563.4**	**$655.8**	**$749.9**	**$749.9**	**$749.9**	**$563.4**	**$749.9**
Increase to Sewer User Fee:	**24.5¢**	**28.1¢**	**31.6¢**	**31.1¢**	**30.7¢**	**24.5¢**	**30.2¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 0% **Requested By:** PGM
Hughesville Package Treatment Plant **Sewer Connection** 100%

Design, construction and land acquisition for a central sewer treatment system and land application to serve the village of Hughesville consistent with the Hughesville Village Revitalization Plan completed in 2008. The Hughesville Water and Sewer Feasibility Study was completed in December 2010.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$1,600	$0	$1,600
Land & ROW	400	0	0	0	0	400	600	0	1,000
Construction	0	0	0	5,000	5,000	10,000	3,000	3,000	16,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	50	50	50	250	227	0	477
Administration - FAS	5	6	6	6	6	29	0	0	29
Inspection	0	0	0	250	250	500	112	250	862
Miscellaneous	20	20	20	20	20	100	66	0	166
Contingency	100	100	100	100	100	500	310	300	1,110
Total Outlay	**$575**	**$176**	**$176**	**$5,426**	**$5,426**	**$11,779**	**$5,915**	**$3,550**	**$21,244**
FINANCING SOURCES									
Bonds (30 Year)	$575	$176	$176	$5,426	$5,426	$11,779	$5,915	$3,550	$21,244
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	$575	$176	$176	$5,426	$5,426	$11,779	$5,915	$3,550	$21,244
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	**$575**	**$176**	**$176**	**$5,426**	**$5,426**	**$11,779**	**$5,915**	**$3,550**	**$21,244**

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	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	345.0	382.4	394.2	405.9	769.0	345.0	643.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$345.0**	**$382.4**	**$394.2**	**$405.9**	**$769.0**	**$345.0**	**$643.5**
Increase to Sewer User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

ant

LOCATION: **COMMISSIONER DISTRICT:**
Hughesville 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Sewer User** 60% **Requested By:** PGM
Zekiah Interceptor Sewer Upgrades **Sewer Connection** 40%

Design and construct approximately 6,500 l.f. of 36" gravity sewer to provide additional capacity in the sewer system to serve the future development of the Zekiah service area.

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

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
Architectural & Engineering	$200	$140	$0	$0	$0	$340	$360	$0	$700
Land & ROW	100	0	0	0	0	100	100	0	200
Construction	0	2,200	0	0	0	2,200	2,600	0	4,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	161	0	161
Administration - FAS	5	6	0	0	0	11	9	0	20
Inspection	0	150	0	0	0	150	91	0	241
Miscellaneous	0	0	0	0	0	0	32	0	32
Contingency	0	0	0	0	0	0	260	0	260
Total Outlay	**$305**	**$2,496**	**$0**	**$0**	**$0**	**$2,801**	**$3,613**	**$0**	**$6,414**
FINANCING SOURCES									
Bonds (30 Year)	$305	$2,496	$0	$0	$0	$2,801	$3,613	$0	$6,414
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	$305	$2,496	$0	$0	$0	$2,801	$3,613	$0	$6,414
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	**$305**	**$2,496**	**$0**	**$0**	**$0**	**$2,801**	**$3,613**	**$0**	**$6,414**

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	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	210.7	230.6	397.6	397.6	397.6	210.7	397.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$210.7**	**$230.6**	**$397.6**	**$397.6**	**$397.6**	**$210.7**	**$397.6**
Increase to Sewer User Fee:	**5.5¢**	**5.9¢**	**10.1¢**	**9.9¢**	**9.8¢**	**5.5¢**	**9.6¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Sewer Pump Station Capacity Study

Sewer User 50%
Sewer Connection 50%

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 an impact analysis of future build-out

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

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
Architectural & Engineering	$100	$0	$0	$0	$0	$100	$300	$0	$400
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	20	0	0	0	0	20	16	0	36
Administration - FAS	5	0	0	0	0	5	8	0	13
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	**$125**	**$0**	**$0**	**$0**	**$0**	**$125**	**$329**	**$0**	**$454**
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	125	0	0	0	0	125	329	0	454
Total County Funding	$125	$0	$0	$0	$0	$125	$329	$0	$454
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	**$125**	**$0**	**$0**	**$0**	**$0**	**$125**	**$329**	**$0**	**$454**

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	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:	**2.7¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**7.1¢**	**0.0¢**

LOCATION: Various

COMMISSIONER DISTRICT: All

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

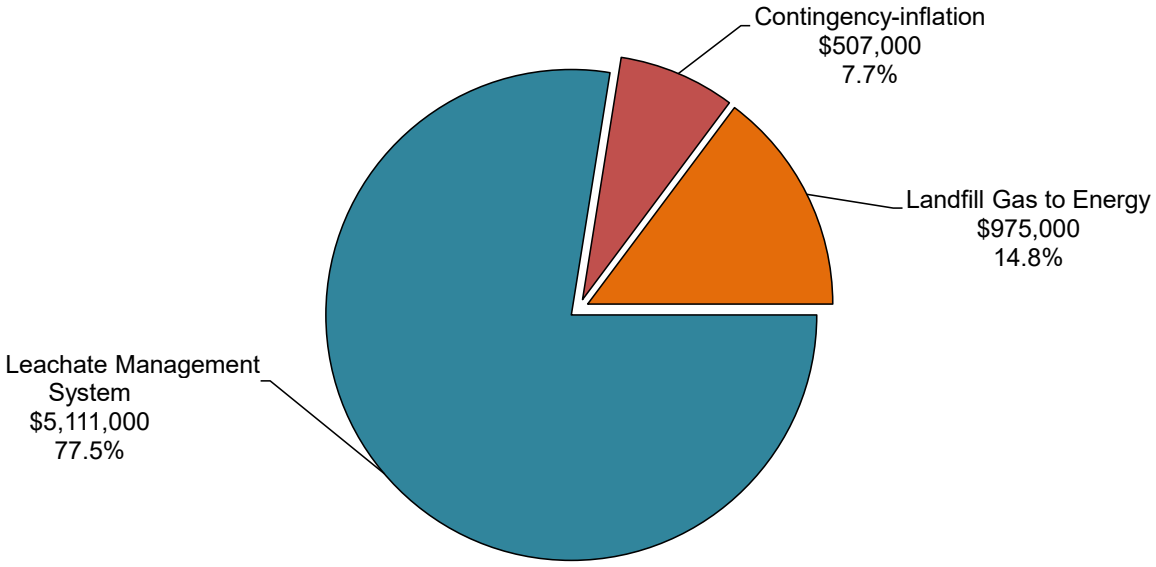
LANDFILL SUMMARY

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$238	$370	$58	$120	$0	$786	$610	$0	$1,396
Land & ROW	0	0	0	0	0	0	20	0	20
Construction	5,530	8,165	7,802	14,424	0	35,921	5,875	0	41,796
Equipment	0	0	0	0	0	0	0	0	0
Administration	84	66	0	61	0	211	366	0	577
Administration - FAS	11	13	22	10	0	56	24	0	80
Inspection	257	136	0	120	0	513	371	0	884
Miscellaneous	0	0	0	0	0	0	50	0	50
Contingency	473	850	817	721	0	2,861	508	0	3,369
Total Outlay	**$6,593**	**$9,600**	**$8,699**	**$15,456**	**$0**	**$40,348**	**$7,824**	**$0**	**$48,172**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$363	$0	$363
Capital Budget Reserve	6,593	9,600	8,699	15,456	0	40,348	7,461	0	47,809
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	$6,593	$9,600	$8,699	$15,456	$0	$40,348	$7,824	$0	$48,172
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	**$6,593**	**$9,600**	**$8,699**	**$15,456**	**$0**	**$40,348**	**$7,824**	**$0**	**$48,172**

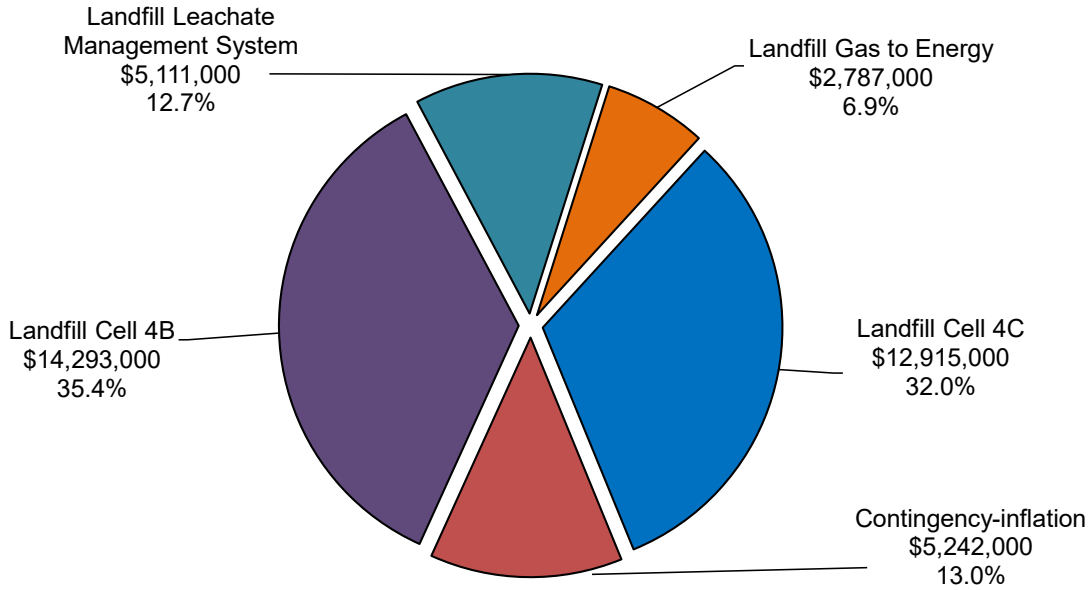
Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	0.00	0.00	0.00	1.00	1.00	0.00	1.00
Personnel Costs	0.0	0.0	0.0	51.4	54.0	0.0	56.1
Operating	0.0	0.0	0.0	2.6	2.6	0.0	2.7
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$54.0**	**$56.6**	**$0.0**	**$58.8**
Debt Service: Bonds	31.7	31.7	31.7	31.7	31.7	31.7	31.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$31.7**	**$31.7**	**$31.7**	**$85.7**	**$88.3**	**$31.7**	**$90.5**
Increase to Annual Tipping fee:	**$0.00**	**$0.00**	**$0.00**	**$0.44**	**$0.46**		

FY24 Landfill Fund by Project
Total $6,593,000



The Landfill Leachate Management System, and the Landfill Gas to Energy are funded by the Capital Budget Reserve. These revenues are paid for by the Landfill Tipping Fee. The FY2024 Fee is $91 per ton.

FY24-FY28 Landfill Fund by Project
Total $40,348,000



The Landfill Gas to Energy, the Landfill Cell 4B and 4C Projects, and the Landfill Leachate Management System are funded by the Capital Budget Reserve. These revenues are paid for by the Landfill Tipping Fee.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Landfill Gas to Energy

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)
PRIORITY

VARIANCE TO APPROVED PER FY23-FY27 CAPITAL IMPROVEMENT PROGRAM:

	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Approved FY23-FY27 CIP	$900	$881	$806	$0	$2,587
Increase/(Decrease)	**$75**	**$125**	**$0**	**$0**	**$200**
% change	*8.3%*	*14.2%*	*0.0%*	*n/a*	*7.7%*

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
Architectural & Engineering	$150	$200	$0	$0	$0	$350	$150	$0	$500
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	800	800	800	0	0	2,400	800	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	6	6	0	0	17	10	0	27
Inspection	20	0	0	0	0	20	20	0	40
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$975**	**$1,006**	**$806**	**$0**	**$0**	**$2,787**	**$980**	**$0**	**$3,767**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Capital Budget Reserve	975	1,006	806	0	0	2,787	980	0	3,767
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$975	$1,006	$806	$0	$0	$2,787	$980	$0	$3,767
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	**$975**	**$1,006**	**$806**	**$0**	**$0**	**$2,787**	**$980**	**$0**	**$3,767**

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	0.00	1.00	1.00	0.00	1.00
Personnel Costs	0.0	0.0	0.0	51.4	54.0	0.0	56.1
Operating	0.0	0.0	0.0	2.6	2.6	0.0	2.7
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$54.0**	**$56.6**	**$0.0**	**$58.8**
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**	**$54.0**	**$56.6**	**$0.0**	**$58.8**
Increase to Annual Tipping fee:	$0.00	$0.00	$0.00	$0.44	$0.46	$0.00	$0.48

LOCATION: **COMMISSIONER DISTRICT:**
Charles County Landfill, Waldorf Maryland 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Landfill Cell 4B

Construction of Landfill Sub-Cell 4B which will provide an additional 5.7 acres of capacity in preparation for when existing landfill capacity becomes limited.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

VARIANCE TO APPROVED PER FY23-FY27 CAPITAL IMPROVEMENT PROGRAM:

	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Approved FY23-FY27 CIP	$8,586	$0	$0	$0	$8,586
Increase/(Decrease)	**($8,586)**	**$7,586**	**$6,707**	**$0**	**$5,707**
% change	*-100.0%*	*new*	*new*	*n/a*	*66.5%*

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
Architectural & Engineering	$0	$150	$0	$0	$0	$150	$0	$0	$150
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	6,500	6,000	0	0	12,500	0	0	12,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	60	0	0	0	60	0	0	60
Administration - FAS	0	6	7	0	0	13	0	0	13
Inspection	0	120	0	0	0	120	0	0	120
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	750	700	0	0	1,450	0	0	1,450
Total Outlay	**$0**	**$7,586**	**$6,707**	**$0**	**$0**	**$14,293**	**$0**	**$0**	**$14,293**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Capital Budget Reserve	0	7,586	6,707	0	0	14,293	0	0	14,293
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$7,586	$6,707	$0	$0	$14,293	$0	$0	$14,293
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**	**$7,586**	**$6,707**	**$0**	**$0**	**$14,293**	**$0**	**$0**	**$14,293**

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	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 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Landfill Cell 4C

Construction of Landfill Sub-Cell 4C which will provide an additional 4.9 acres of capacity in preparation for when existing landfill capacity becomes limited. The construction of this subcell is the last remaining acreage available at Charles County Landfill #2.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

VARIANCE TO APPROVED PER FY23-FY27 CAPITAL IMPROVEMENT PROGRAM:

	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Approved FY23-FY27 CIP	$0	$0	$6,876	$0	$6,876
Increase/(Decrease)	**$0**	**$0**	**($6,819)**	**$12,858**	**$6,039**
% change	*n/a*	*n/a*	*-99.2%*	*new*	*87.8%*

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
Architectural & Engineering	$0	$0	$50	$100	$0	$150	$0	$0	$150
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	12,000	0	12,000	0	0	12,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	50	0	50	0	0	50
Administration - FAS	0	0	7	8	0	15	0	0	15
Inspection	0	0	0	100	0	100	0	0	100
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	600	0	600	0	0	600
Total Outlay	**$0**	**$0**	**$57**	**$12,858**	**$0**	**$12,915**	**$0**	**$0**	**$12,915**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Capital Budget Reserve	0	0	57	12,858	0	12,915	0	0	12,915
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$57	$12,858	$0	$12,915	$0	$0	$12,915
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**	**$57**	**$12,858**	**$0**	**$12,915**	**$0**	**$0**	**$12,915**

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	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:**

Charles County Landfill, Waldorf Maryland 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Landfill Leachate Management System

At the completion of Landfill Cells 2B/3B, the leachate volume is expected to exceed the allowable limit of industrial waste under current County ordinance. A conceptual evaluation and feasibility study is necessary to explore alternative methods and technologies of handling the excess leachate volume. Upon completion of the conceptual evaluation and feasibility study, staff will determine the most suitable course of action to address the volume and quality of effluent to be discharged to the County waste water system. This project will also move forward with the implementation (design and construction) of the chosen approach.

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)	**$5,111**	**$0**	**$0**	**$0**	**$5,111**
% change	*new*	*n/a*	*n/a*	*n/a*	*new*

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
Architectural & Engineering	$80	$0	$0	$0	$0	$80	$460	$0	$540
Land & ROW	0	0	0	0	0	0	20	0	20
Construction	4,300	0	0	0	0	4,300	5,075	0	9,375
Equipment	0	0	0	0	0	0	0	0	0
Administration	80	0	0	0	0	80	366	0	446
Administration - FAS	6	0	0	0	0	6	14	0	20
Inspection	215	0	0	0	0	215	351	0	566
Miscellaneous	0	0	0	0	0	0	50	0	50
Contingency	430	0	0	0	0	430	508	0	938
Total Outlay	**$5,111**	**$0**	**$0**	**$0**	**$0**	**$5,111**	**$6,844**	**$0**	**$11,955**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$617	$0	$617
Capital Budget Reserve	5,111	0	0	0	0	5,111	6,227	0	11,338
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$5,111	$0	$0	$0	$0	$5,111	$6,844	$0	$11,955
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	**$5,111**	**$0**	**$0**	**$0**	**$0**	**$5,111**	**$6,844**	**$0**	**$11,955**

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	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
Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	53.8	53.8	53.8	53.8	53.8	53.8	53.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$53.8**	**$53.8**	**$53.8**	**$53.8**	**$53.8**	**$53.8**	**$53.8**

LOCATION: **COMMISSIONER DISTRICT:**

Charles County Landfill, Waldorf, MD 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

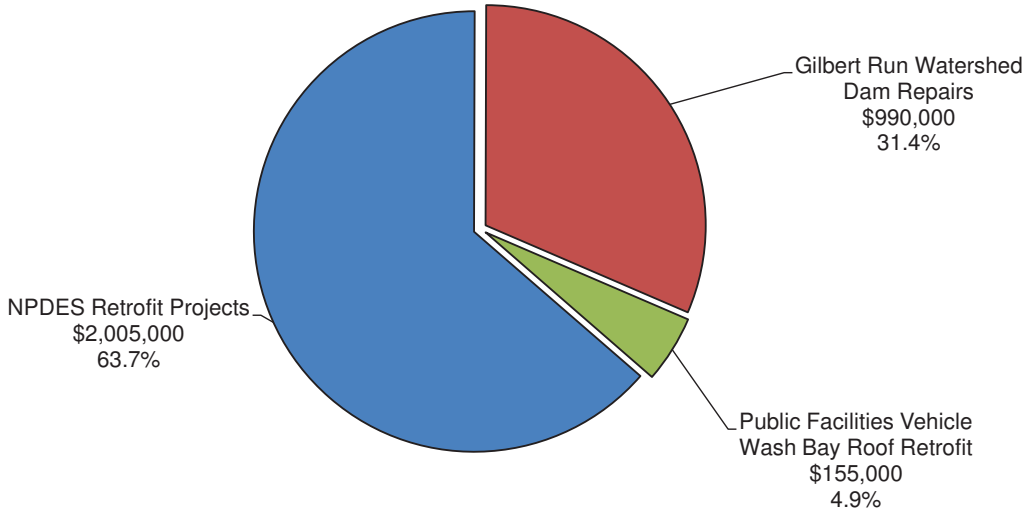
WATERSHED PROTECTION & RESTORATION FUND SUMMARY

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$185	$372	$300	$400	$500	$1,757	$4,755	$500	$7,012
Land & ROW	100	1,200	1,300	1,400	1,500	5,500	7,904	1,500	14,904
Construction	1,985	2,350	2,500	3,000	4,000	13,835	34,421	4,000	52,256
Equipment	0	0	0	0	0	0	20	0	20
Administration	415	455	450	400	400	2,120	1,967	400	4,487
Administration - FAS	15	29	18	12	12	86	57	12	155
Inspection	200	200	200	200	200	1,000	161	200	1,361
Miscellaneous	100	100	100	100	100	500	824	100	1,424
Contingency	150	150	200	300	400	1,200	2,953	400	4,553
Total Outlay	**$3,150**	**$4,856**	**$5,068**	**$5,812**	**$7,112**	**$25,998**	**$53,062**	**$7,112**	**$86,172**
FINANCING SOURCES									
Bonds	$2,373	$4,682	$4,991	$5,735	$7,035	$24,816	$51,645	$7,035	$83,496
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	77	174	77	77	77	482	716	77	1,275
Total County Funding	$2,450	$4,856	$5,068	$5,812	$7,112	$25,298	$52,362	$7,112	$84,772
Federal	0	0	0	0	0	0	0	0	0
State	700	0	0	0	0	700	700	0	1,400
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$3,150**	**$4,856**	**$5,068**	**$5,812**	**$7,112**	**$25,998**	**$53,062**	**$7,112**	**$86,172**

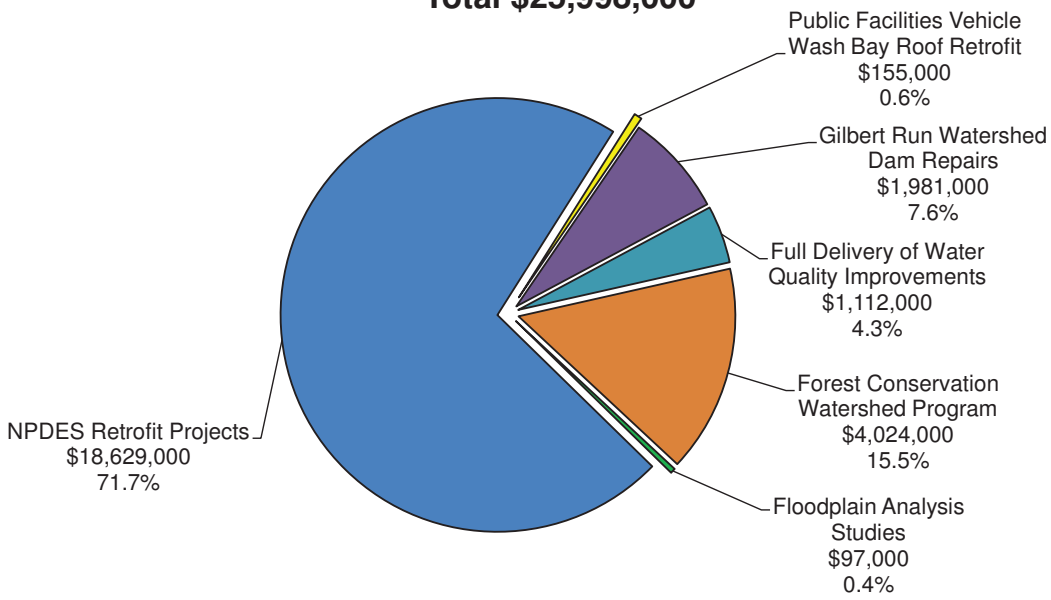
Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	4,506.5	4,652.1	4,948.1	5,263.6	5,626.1	4,506.5	6,032.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$4,506.5**	**$4,652.1**	**$4,948.1**	**$5,263.6**	**$5,626.1**	**$4,506.5**	**$6,032.9**

FY24 Watershed Protection and Restoration Fund by Project
Total $3,150,000



NPDES Retrofit Projects are funded by Bonds which are paid for with the Stormwater Remediation Fee. A $146 fee is charged annually to each improved property within the County.

FY24-FY28 Watershed Protection and Restoration Fund by Project
Total $25,998,000



APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

NPDES Retrofit Projects

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$100	$200	$300	$400	$500	$1,500	$4,107	$500	$6,107
Land & ROW	100	200	300	400	500	1,500	6,704	500	8,704
Construction	1,000	1,000	2,000	3,000	4,000	11,000	31,088	4,000	46,088
Equipment	0	0	0	0	0	0	0	0	0
Administration	400	400	400	400	400	2,000	1,782	400	4,182
Administration - FAS	5	6	6	6	6	29	6	6	41
Inspection	200	200	200	200	200	1,000	161	200	1,361
Miscellaneous	100	100	100	100	100	500	819	100	1,419
Contingency	100	100	200	300	400	1,100	2,834	400	4,334
Total Outlay	**$2,005**	**$2,206**	**$3,506**	**$4,806**	**$6,106**	**$18,629**	**$47,501**	**$6,106**	**$72,236**
FINANCING SOURCES									
Bonds (30 Year)	$1,928	$2,129	$3,429	$4,729	$6,029	$18,244	$47,258	$6,029	$71,531
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	77	77	77	77	77	385	243	77	705
Total County Funding	$2,005	$2,206	$3,506	$4,806	$6,106	$18,629	$47,501	$6,106	$72,236
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	**$2,005**	**$2,206**	**$3,506**	**$4,806**	**$6,106**	**$18,629**	**$47,501**	**$6,106**	**$72,236**

Operating Budget Impact						Approp. thru FY23	Beyond FY 2028
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	4,123.7	4,242.0	4,376.6	4,593.3	4,892.3	4,123.7	5,240.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$4,123.7**	**$4,242.0**	**$4,376.6**	**$4,593.3**	**$4,892.3**	**$4,123.7**	**$5,240.9**
Increase to Annual WPRF fee:	$79.52	$80.89	$82.43	$85.38	$90.85	$79.32	$95.81

LOCATION: **COMMISSIONER DISTRICT:**
Various Locations Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By:** DPW

Gilbert Run Watershed Dam Repairs

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$85	$85	$0	$0	$0	$170	$255	$0	$425
Land & ROW	0	0	0	0	0	0	200	0	200
Construction	850	850	0	0	0	1,700	1,700	0	3,400
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	9	0	9
Administration - FAS	5	6	0	0	0	11	5	0	16
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	100	0	200
Total Outlay	**$990**	**$991**	**$0**	**$0**	**$0**	**$1,981**	**$2,269**	**$0**	**$4,250**
FINANCING SOURCES									
Bonds (15 Year)	$290	$991	$0	$0	$0	$1,281	$1,569	$0	$2,850
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	$290	$991	$0	$0	$0	$1,281	$1,569	$0	$2,850
Federal	0	0	0	0	0	0	0	0	0
State	700	0	0	0	0	700	700	0	1,400
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$990**	**$991**	**$0**	**$0**	**$0**	**$1,981**	**$2,269**	**$0**	**$4,250**

Operating Budget Impact						Approp. thru FY23	Beyond FY 2028
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	154.7	217.4	217.4	217.4	136.9	217.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$136.9**	**$154.7**	**$217.4**	**$217.4**	**$217.4**	**$136.9**	**$217.4**
Increase to Annual WPRF fee:	$2.59	$2.90	$4.02	$3.97	$3.97	$2.63	$3.97

LOCATION: **COMMISSIONER DISTRICT:**

Gilbert Run 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Full Delivery of Water Quality Improvements

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: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	500	500	0	0	1,000	1,500	0	2,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	50	50	0	0	100	125	0	225
Administration - FAS	0	6	6	0	0	12	13	0	25
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**	**$556**	**$556**	**$0**	**$0**	**$1,112**	**$1,638**	**$0**	**$2,750**
FINANCING SOURCES									
Bonds (30 Year)	$0	$556	$556	$0	$0	$1,112	$1,638	$0	$2,750
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	$556	$556	$0	$0	$1,112	$1,638	$0	$2,750
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**	**$556**	**$556**	**$0**	**$0**	**$1,112**	**$1,638**	**$0**	**$2,750**

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	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	142.9	142.9	178.1	213.2	213.2	142.9	213.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$142.9**	**$142.9**	**$178.1**	**$213.2**	**$213.2**	**$142.9**	**$213.2**
Increase to Annual WPRF fee:	$2.71	$2.68	$3.30	$3.90	$3.90	$2.75	$3.90

LOCATION: **COMMISSIONER DISTRICT:**
Various All

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Floodplain Analysis Study

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 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
Architectural & Engineering	$0	$87	$0	$0	$0	$87	$388	$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	0	5	0	0	0	5	40	0	45
Administration - FAS	0	5	0	0	0	5	20	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	**$0**	**$97**	**$0**	**$0**	**$0**	**$97**	**$474**	**$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	0	97	0	0	0	97	474	0	571
Total County Funding	$0	$97	$0	$0	$0	$97	$474	$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	**$0**	**$97**	**$0**	**$0**	**$0**	**$97**	**$474**	**$0**	**$571**

Operating Budget Impact						Approp. thru FY23	Beyond FY 2028
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:**

Various All

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: PGM**

Forest Conservation Watershed Program

Preserve forest lands for the purpose of watershed management and restoration to achieve and maintain the County's maximum daily loads (TMDLs) for pollutants. Forest Conservation is a recently MDE approved BMP in their 2021 restoration guidance and will provide impervious surface credits for the MS4 permit as well as credits to achieve and maintain local TMDLs. Forest Conservation is currently being promoted as a Capital "Natural Asset" by MDE's Water Quality Financing Administration. As part of this promotion MDE and DNR have deployed a tool to calculate MS4 credits and other benefits such as carbon sequestration, nutrient removal, etc., and cost benefits over the financing periods.

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

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	1,000	1,000	1,000	1,000	4,000	1,000	1,000	6,000
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	6	6	6	6	24	5	6	35
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**	**$1,006**	**$1,006**	**$1,006**	**$1,006**	**$4,024**	**$1,005**	**$1,006**	**$6,035**
FINANCING SOURCES									
Bonds (30 Year)	$0	$1,006	$1,006	$1,006	$1,006	$4,024	$1,005	$1,006	$6,035
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	$1,006	$1,006	$1,006	$1,006	$4,024	$1,005	$1,006	$6,035
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**	**$1,006**	**$1,006**	**$1,006**	**$1,006**	**$4,024**	**$1,005**	**$1,006**	**$6,035**

Operating Budget Impact						Approp. thru FY23	Beyond FY 2028
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	87.7	87.7	151.3	214.9	278.5	87.7	336.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$87.7**	**$87.7**	**$151.3**	**$214.9**	**$278.5**	**$87.7**	**$336.6**
Increase to Annual WPRF fee:	$1.66	$1.64	$2.80	$3.93	$5.09	$1.69	$6.15

LOCATION: **COMMISSIONER DISTRICT:**

Various All

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Public Facilities Vehicle Wash Bay Roof Retrofit

The vehicle wash bays are experiencing excessive volumes of water due to rain events which adversely affects the sediment handling capability of the wash bays. The installation of a roofing system will reduce the water discharge to volumes that can be handled by, and therefore connected to the sanitary sewer system.

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

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
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$5	$0	$5
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	135	0	0	0	0	135	133	0	268
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	0	0	0	0	15	11	0	26
Administration - FAS	5	0	0	0	0	5	8	0	13
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	4	0	4
Contingency	0	0	0	0	0	0	14	0	14
Total Outlay	**$155**	**$0**	**$0**	**$0**	**$0**	**$155**	**$175**	**$0**	**$330**
FINANCING SOURCES									
Bonds (30 Year)	$155	$0	$0	$0	$0	$155	$175	$0	$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	$0	$0	$0	$0	$155	$175	$0	$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**	**$0**	**$0**	**$0**	**$0**	**$155**	**$175**	**$0**	**$330**

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	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	15.3	24.8	24.8	24.8	24.8	15.3	24.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$15.3**	**$24.8**	**$24.8**	**$24.8**	**$24.8**	**$15.3**	**$24.8**
Increase to Annual WPRF fee:	$0.29	$0.46	$0.46	$0.45	$0.45	$0.29	$0.45

LOCATION: **COMMISSIONER DISTRICT:**

La Plata 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

ENVIRONMENTAL SERVICE FUND SUMMARY

The Maryland Recycling Act (MRA) requires Charles County to recycle at least 35% of the waste generated in the County. Charles County has maintained one of the highest recycling rates in the state. Businesses that recycle material generated in Charles County provide valuable contributions to these rates. Projects support both current and future recycling efforts in the county.

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
Architectural & Engineering	$138	$85	$0	$0	$0	$223	$74	$0	$297
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,100	283	0	0	0	1,383	509	0	1,892
Equipment	83	0	0	0	0	83	0	0	83
Administration	79	0	0	0	0	79	47	0	126
Administration - FAS	10	7	0	0	0	17	11	0	28
Inspection	166	0	0	0	0	166	25	0	191
Miscellaneous	79	0	0	0	0	79	6	0	85
Contingency	0	0	0	0	0	0	57	0	57
Total Outlay	**$1,655**	**$375**	**$0**	**$0**	**$0**	**$2,030**	**$729**	**$0**	**$2,759**
FINANCING SOURCES									
Bonds	$1,655	$375	$0	$0	$0	$2,030	$729	$0	$2,759
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	$1,655	$375	$0	$0	$0	$2,030	$729	$0	$2,759
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	**$1,655**	**$375**	**$0**	**$0**	**$0**	**$2,030**	**$729**	**$0**	**$2,759**

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	204.2	235.6	235.6	235.6	63.6	235.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$63.6**	**$204.2**	**$516.3**	**$530.1**	**$544.7**	**$63.6**	**$557.0**

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

County Mulching Facility Relocation & Composting Facility

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.

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)	**$455**	**$331**	**$0**	**$0**	**$786**
% change	*new*	*new*	*n/a*	*n/a*	*new*

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
Architectural & Engineering	$50	$75	$0	$0	$0	$125	$74	$0	$199
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	250	250	0	0	0	500	509	0	1,009
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	0	0	0	0	75	47	0	122
Administration - FAS	5	6	0	0	0	11	11	0	22
Inspection	75	0	0	0	0	75	25	0	100
Miscellaneous	0	0	0	0	0	0	6	0	6
Contingency	0	0	0	0	0	0	57	0	57
Total Outlay	**$455**	**$331**	**$0**	**$0**	**$0**	**$786**	**$729**	**$0**	**$1,515**
FINANCING SOURCES									
Bonds	$455	$331	$0	$0	$0	$786	$729	$0	$1,515
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	$331	$0	$0	$0	$786	$729	$0	$1,515
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**	**$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: **COMMISSIONER DISTRICT:**

Various mulching and compositing operations will serve entire county — All

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2024
($ in thousands)

PROJECT NAME: **Requested By: DPW**

Pisgah Recycling Center Renovation

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 '24-'28	Approp. thru FY23	Beyond FY 2028	Project Total
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									
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	Approp. thru FY23	Beyond FY 2028
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	98.2	98.2	98.2	98.2	0.0	98.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$98.2**	**$98.2**	**$98.2**	**$98.2**	**$0.0**	**$98.2**

LOCATION: **COMMISSIONER DISTRICT:**

Pisgah 2

Capital Projects

Department: Department of Capital Project Management
Division \ Program: Administration — Fund: Capital
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Proposed	$ Change FY2023	% Chg.
Personal Services	$98,441	$316,800	$340,000	$343,200	$23,200	7.3%
Fringe Benefits	0	75,700	84,300	84,600	8,600	11.4%
Operating Costs	0	11,900	11,600	11,600	(300)	-2.5%
Operating Contingency	0	1,600	3,600	3,600	2,000	125.0%
Transfers Out *(charged to capital projects)*	(98,441)	(406,000)	(439,500)	(443,000)	(33,500)	8.3%
Total Expenditures	$0	$0	$0	$0	$0	N\A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 and FY2024 salary increases.
- **Operating Costs** is based on anticipated FY2024 needs.
- **Operating Contingency** is to cover any potential expenditure overrun.

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	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Director of Capital Project Management	0.0	0.0	1.0	1.0	1.0
Assistant to the Chief	0.0	0.0	1.0	1.0	1.0
Office Associate I-III	0.0	0.0	2.0	2.0	2.0
Total Full Time Equivalent	**0.0**	**0.0**	**4.0**	**4.0**	**4.0**

NOTE: Do to the creation of the new department in FY2022, several positions were reallocated from the Department of Public Works.

Capital Projects

Department: Department of Capital Project Management
Division \ Program: Capital Services — Fund: Capital
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Proposed	$ Change FY2023	% Chg.
Personal Services	$906,522	$964,900	$1,007,200	$1,014,700	$42,300	4.4%
Fringe Benefits	247,700	223,900	243,300	244,100	19,400	8.7%
Operating Costs	16,201	42,000	42,300	42,300	300	0.7%
Operating Contingency	0	0	10,400	10,400	10,400	NEW
Transfers Out *(charged to capital projects)*	(1,170,423)	(1,230,800)	(1,303,200)	(1,311,500)	(72,400)	5.9%
Total Expenditures	($0)	$0	$0	$0	$0	N\A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding for the approved FY2023 and FY2024 salary increases.
- **Operating Costs** is based on anticipated FY2024 needs.
- **Operating Contingency** is to cover any potential expenditure overrun.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Capital Services	1.0	1.0	1.0	1.0	1.0
Capital Services Program Manager	1.0	1.0	1.0	1.0	1.0
Capital Services Senior Project Manager	3.0	3.0	2.0	2.0	2.0
Capital Services Project Manager II	3.0	3.0	2.0	2.0	2.0
Right-Of-Way Program Manager	0.0	0.0	1.0	1.0	1.0
Right-Of-Way Agent I	2.0	2.0	1.0	1.0	1.0
Project Admin Specialist	1.0	1.0	1.0	1.0	1.0
Administrative Associate	1.0	1.0	0.0	0.0	0.0
Office Associate I-III	1.0	1.0	0.0	0.0	0.0
Total Full Time Equivalent	**13.0**	**13.0**	**9.0**	**9.0**	**9.0**

Department: Capital Project Management
Division \ Program: Technical Support — Fund: Capital
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Request	FY2024 Proposed	$ Change FY2023	% Chg.
Personal Services	$943,928	$1,056,500	$1,158,100	$1,167,200	$101,600	9.6%
Fringe Benefits	253,211	254,900	279,100	279,900	24,200	9.5%
Operating Costs	784,234	1,877,000	3,529,400	3,529,400	1,652,400	88.0%
Operating Contingency	0	0	11,900	11,900	11,900	NEW
Transfers Out *(charged to capital projects)*	(1,982,019)	(3,188,400)	(4,978,500)	(4,988,400)	(1,790,100)	56.1%
Total Expenditures	($645)	$0	$0	$0	$0	N\A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding for the approved FY2023 and FY2024 salary increases.
- **Operating Costs** is based on anticipated FY2024 needs and to provide funding for additional contract positions to support the growing number of capital improvement projects.
- **Operating Contingency** is to cover any potential expenditure overruns.

Positions: Title	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Chief of Technical Support	0.0	0.0	1.0	1.0	1.0
Capital Services Program Manager	0.0	0.0	1.0	1.0	1.0
Utilities Program Manager	0.0	0.0	1.0	1.0	1.0
Capital Services Senior Project Manager	0.0	0.0	2.0	2.0	2.0
Utilities Senior Project Manager	0.0	0.0	1.0	1.0	1.0
Utilities Project Manager II	0.0	0.0	1.0	1.0	1.0
Capital Services Project Manager I-III	0.0	0.0	2.0	2.0	2.0
Project Admin Specialist	0.0	0.0	2.0	2.0	2.0
Total Full Time Equivalent	**0.0**	**0.0**	**11.0**	**11.0**	**11.0**

NOTE: Do to the creation of the new department in FY2022, several positions were reallocated from the Department of Public Works.

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 and an update to the plan is scheduled to begin.

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

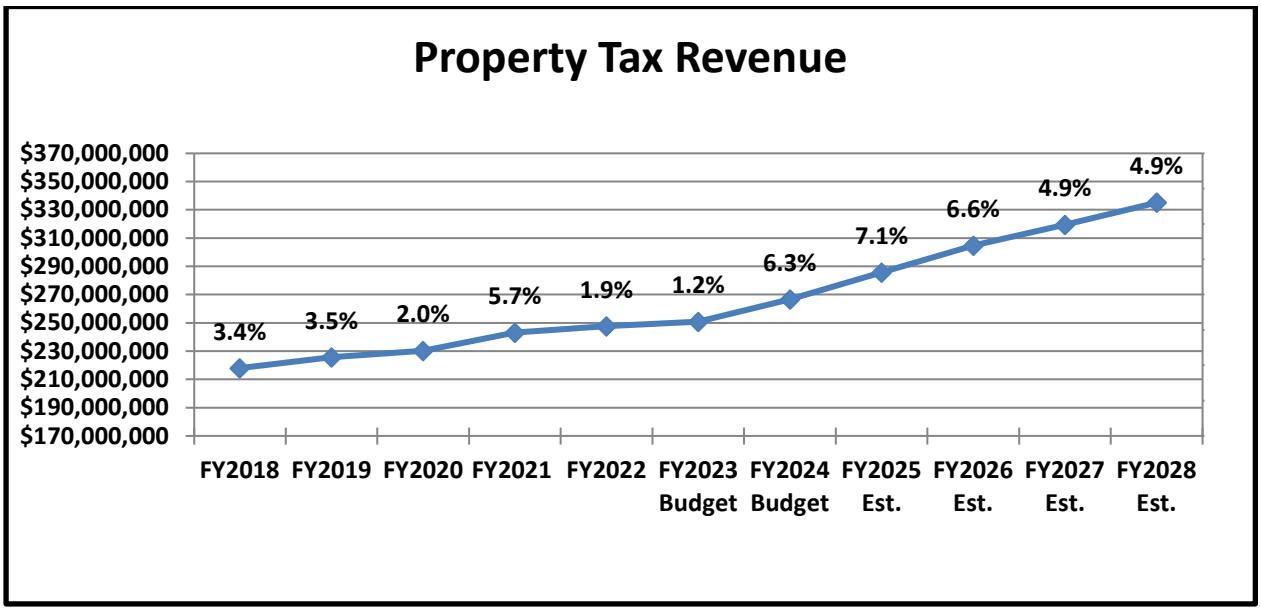
The goals of the County must be considered and incorporated into the County's Five-Year Plans. These goals may have a direct impact on the operating budget or may impact the operating budget due to the increase in debt service related to bonds issued for capital projects. Implementing the 2019-2021 Goals and Objectives was a priority when developing the FY2023 budget. Below are the budgetary impacts that were included in the FY2023 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 FY2024 budget includes funding for a MWBE/DBE Compliance Manager which is a direct result of the Disparity Study • The five-year capital improvement program includes funding to improve Water & Sewer infrastructure, provides funding for development of new sidewalks, and funding for improvements in the WURC area • Summer youth jobs program with the Tri-County Council
Institutional Governance & Policy	• Continues to provide funding for Justice, Equity and Diversity as well as Inclusion Training and funding for a DEI consultant • Support of the racial equity cohort with the Metropolitan Washington Council of Governments • Continuation of funding for the Charles County Government Citizens Academy. • Provides funding for the Body Worn Camera Program • To ensure safety and security of both visitors, employees and assets, funding was provided for a new Security Technology Specialist
Environment	• The five-year capital improvement program funds conservation efforts and to meet MS4 Stormwater Permit requirements • Continues funding for the county's Septic Pump-Out Reimbursement Programs • Capital improvement program has expanded the conservation program to include Nanjemoy • Provides funding for an update to the Comprehensive Plan
Education	• The County's FY2024 funding to the Board of Education exceeded Maintenance of Effort (MOE), fully funded the BOE's request and supported the Blueprint Implementation cost • Funding for an additional cohort in the University of Maryland Awards scholarship program and continues the 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 • Provides funding for a new La Plata Library
Quality of Life	• The Sheriff's Office received funding for new positions to support their commitment to the community. • Department of Emergency Services received 18 new positions to meet the growing demands for emergency services throughout the county. • The five-year capital improvement program supports a new Recreation Center • Funding to support positions for Recreation, Parks, and Tourism which help them in meeting the community's recreational demands • The five-year capital improvement program funds the Waldorf Park project, the second phase of the Popes Creek Waterfront project, basketball courts, and shared use paths in the development district. • Provides funding for Community Health Workers, Community Health Educator, and a Peer Specialist that will support the Health Department in educating and preventing infectious diseases.

GENERAL FUND FIVE-YEAR PLAN

General Fund:

The major revenue source for the General Fund is **Property Tax** which accounts for 51% 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 4.9% to 6.3% in FY2024 to FY2028. For planning purposes, the property tax rate is assumed to stay constant in FY2025 to FY2028.



Income tax is the County's second largest revenue source. The FY2024 Adopted Budget is estimated to be 6.7% greater than the FY2023 Adopted Budget. The FY2024-FY2027 Income Tax revenue is estimated to increase by 5% 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 4.1% to 5.7% between FY2025 to FY2028.

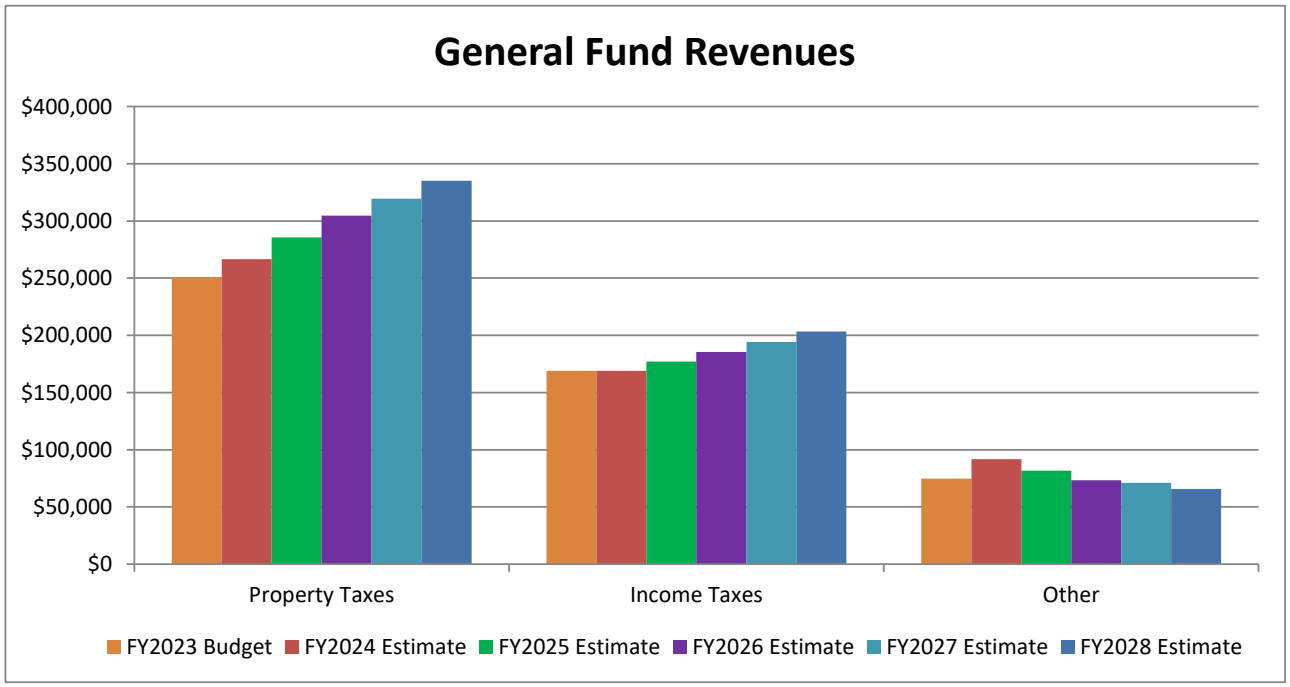
Total growth in **expenditures** is expected to range from 4.2% to 5.5% in the out years. Other exceptions to the principle of inflating the FY2024 adopted expenditure budgets are:

- **Board of Education**: In FY2025-FY2028 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. FY2026 to FY2028 includes the estimated impact to operate a new elementary school that is currently being constructed and for a new middle school in FY2028.
- **Debt Service:** The amount of operating revenues dedicated to debt service is currently 5.8%. FY2025-FY2028 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.

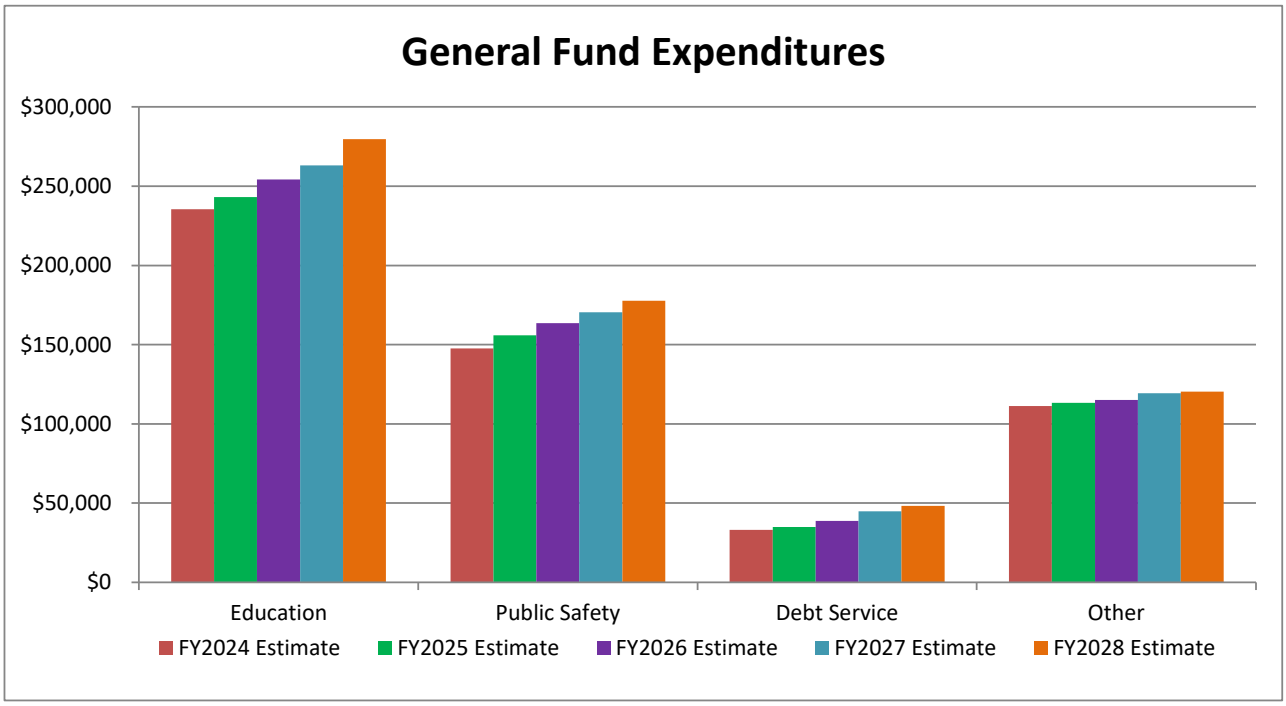
GENERAL FUND FIVE-YEAR PLAN

($ in thousands)	FY2023 Budget	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate	FY2027 Estimate	FY2028 Estimate
Revenues						
Property Taxes	$250,753	$266,589	$285,628	$304,620	$319,410	$335,184
Income Taxes	169,000	169,000	177,028	185,436	194,245	203,471
Recordation Tax	16,600	16,600	17,264	17,955	18,673	19,420
Transfer Tax	7,470	7,470	7,769	8,080	8,403	8,739
Other Local Taxes	4,230	5,000	5,100	5,202	5,306	5,412
Service Charges	9,921	10,627	10,851	11,080	11,314	11,553
Intergovernmental	3,226	2,600	2,652	2,705	2,759	2,814
Licenses & Permits	1,046	1,046	1,067	1,088	1,110	1,132
Fines & Forfeitures	5,739	5,739	5,854	5,971	6,090	6,212
Rent/Miscellaneous/Interest Income	2,550	15,650	15,650	12,950	10,790	9,062
Operating Revenues	**$470,535**	**$500,320**	**$528,862**	**$555,086**	**$578,099**	**$602,999**
Total Revenues % increase over prior year		*6.3%*	*5.7%*	*5.0%*	*4.1%*	*4.3%*
Expenditures						
Education	$228,666	$235,394	$243,150	$254,268	$263,124	$279,598
Public Safety	130,699	147,568	155,913	163,586	170,486	177,676
Debt Service	34,509	33,116	34,949	38,647	44,759	48,253
Public Works	16,544	17,935	18,477	20,727	21,348	21,991
Fiscal & Administrative Services	8,965	10,683	11,026	11,379	11,746	12,130
Community Services	2,993	3,241	3,399	3,542	3,692	3,848
Recreation, Parks and Tourism	11,139	12,784	13,044	13,869	14,402	14,945
Planning & Growth Management	8,306	9,906	10,263	10,720	11,198	11,698
General Government	32,698	34,674	36,480	38,908	41,421	44,028
Health & Social Services	5,959	5,380	5,512	5,722	5,939	6,173
Conservation of Natural Resources	730	908	820	847	876	905
Economic Development	2,214	2,270	2,310	2,389	2,471	2,556
Reserve for Contingency	0	124	250	250	250	250
Total Expenditures	**$483,419**	**$513,983**	**$535,593**	**$564,853**	**$591,711**	**$624,050**
Total Expenditures % increase over prior year		*6.3%*	*4.2%*	*5.5%*	*4.8%*	*5.5%*
Operating Surplus/(Deficit)	**($12,885)**	**($13,663)**	**($6,731)**	**($9,766)**	**($13,612)**	**($21,051)**
Financing Sources / (Uses)						
Source: Fund Transfers In	2,545	1,500	405	0	0	0
Source: Lease Proceeds	0	0	0	0	0	0
Source: Fund Balance Appropriation	21,367	25,542	15,077	8,363	6,697	1,496
Use: Watershed Fund Subsidy	0	0	0	0	0	0
Use: Lease Purchase	0	0	0	0	0	0
Use: Capital Projects	(11,027)	(13,379)	(11,730)	(6,892)	(6,098)	(1,969)
Projected Surplus/(Deficit)	**$0**	**($0)**	**($2,980)**	**($8,295)**	**($13,013)**	**($21,525)**

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 45% Education, 28% Public Safety, 6% Debt Service, and the remaining 21% 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:

5.50%	5.25%	5.00%	4.75%	4.50%

($ in thousands)

HOW MUCH CAN WE AFFORD?	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY24-FY28
Affordable Bond Issue	$52,485	$60,476	$17,244	$34,612	$34,959		$199,776
FY24-FY28 CIP	(39,970)	(47,856)	(25,399)	(26,432)	(54,193)		(193,850)
Variance per Fiscal Year (Affordable vs. Requested)	$12,515	$12,620	($8,155)	$8,180	($19,234)		$5,926

ADDITIONAL AFFORDABLE DEBT

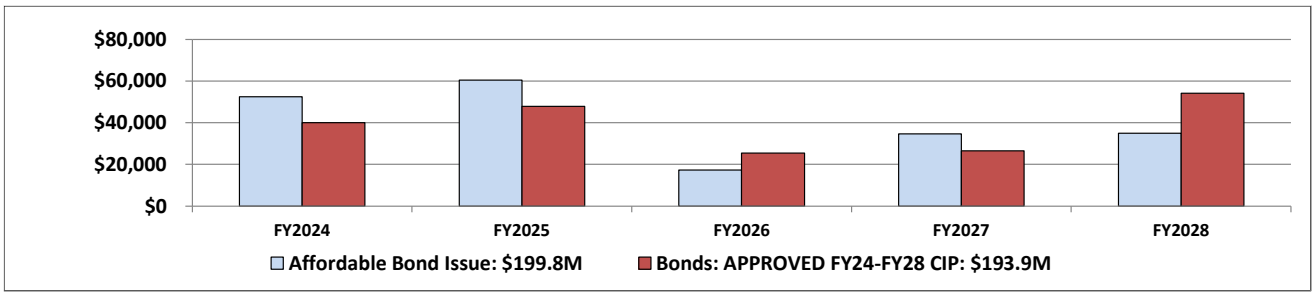
How we calculate the additional affordable debt:

Total Operating Revenue Projection	$500,320	$528,862	$555,086	$578,099	$602,999	$629,462
New Dedicated Revenue						
Less: Dedicated Revenues	(5,215)	(5,865)	(6,034)	(6,168)	(6,308)	(6,455)
Total Adjusted Operating Revenues	$495,105	$522,997	$549,052	$571,931	$596,691	$623,007
Multiply the Adjusted Operating Revenue by						
% of Debt Policy Target:	5.8%	6.4%	6.9%	7.2%	7.5%	7.8%
Subtotal	$28,572	$33,472	$37,885	$41,179	$44,752	$48,283
Dedicated Stadium/Courthouse Rent/Waldorf Station	1,037	1,197	1,197	1,197	1,197	1,197
Total Available for Debt Service Payments	**$29,610**	**$34,669**	**$39,082**	**$42,376**	**$45,949**	**$49,480**
Subtract: Existing Obligations and Future Planned Debt-						
Existing Debt Service	$28,785	$26,411	$23,319	$23,293	$21,543	$20,116
Approved debt not issued	825	3,554	5,676	7,363	9,522	11,217
FY24 Annual Debt Service from Debt Affordability Model			4,703	4,703	4,703	4,703
FY25 Annual Debt Service from Debt Affordability Model				5,383	5,383	5,383
FY26 Annual Debt Service from Debt Affordability Model					1,634	1,634
FY27 Annual Debt Service from Debt Affordability Model						3,164
Total Debt Service Payments	**$29,610**	**$29,965**	**$33,699**	**$40,742**	**$42,785**	**$46,216**
Amount of Funds Available for New Debt	**$0**	**$4,703**	**$5,383**	**$1,634**	**$3,164**	**$3,264**

The annual debt service, reported one line above, would fund a bond issue in the amount of:							**FY24-FY28**
Affordable Bond Issue	**$52,485**	**$60,476**	**$17,244**	**$34,612**	**$34,959**		**$199,776**

(Note: Bond Issues are estimated based on the Amount of Funds Available for New Debt in the subsequent year.)

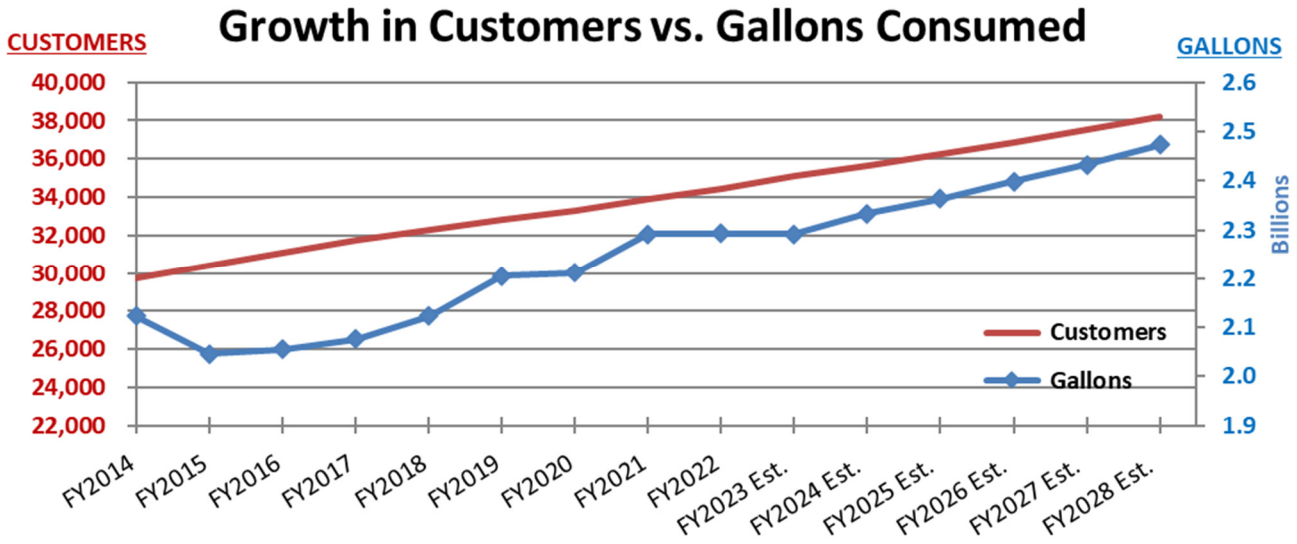
FY24-FY28 APPROVED CIP BOND FUNDING:	FY2024	FY2025	FY2026	FY2027	FY2028		FY24-FY28
Board of Education	$26,878	$22,332	$8,351	$976	$1,575		$60,112
College of Southern Maryland	204	0	1,900	2,022	0		4,126
General Government	5,992	10,558	5,869	3,653	40,169		66,241
Parks	260	900	222	309	417		2,108
Transportation	6,636	14,066	9,057	19,472	12,032		61,263
Total Approved CIP Bond Funding	**$39,970**	**$47,856**	**$25,399**	**$26,432**	**$54,193**		**$193,850**



WATER & SEWER FUND FIVE-YEAR PLAN

Water & Sewer Fund:

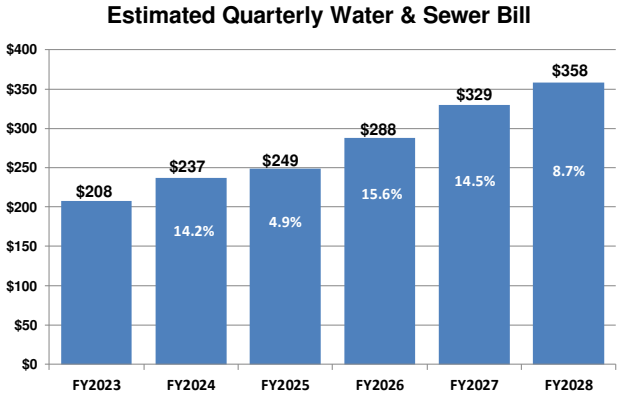
This fund is used to manage all water and sewer operations within the County. These efforts are supported primarily by user fees and connection fees. The assumptions for revenue estimates are based on trend, population growth, weather conditions, and customer demand. The annual user fee revenue budget is based on an average flow per customer. The FY2024 budget was based on 137 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 1.6% per year from FY2024 to FY2028. 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.

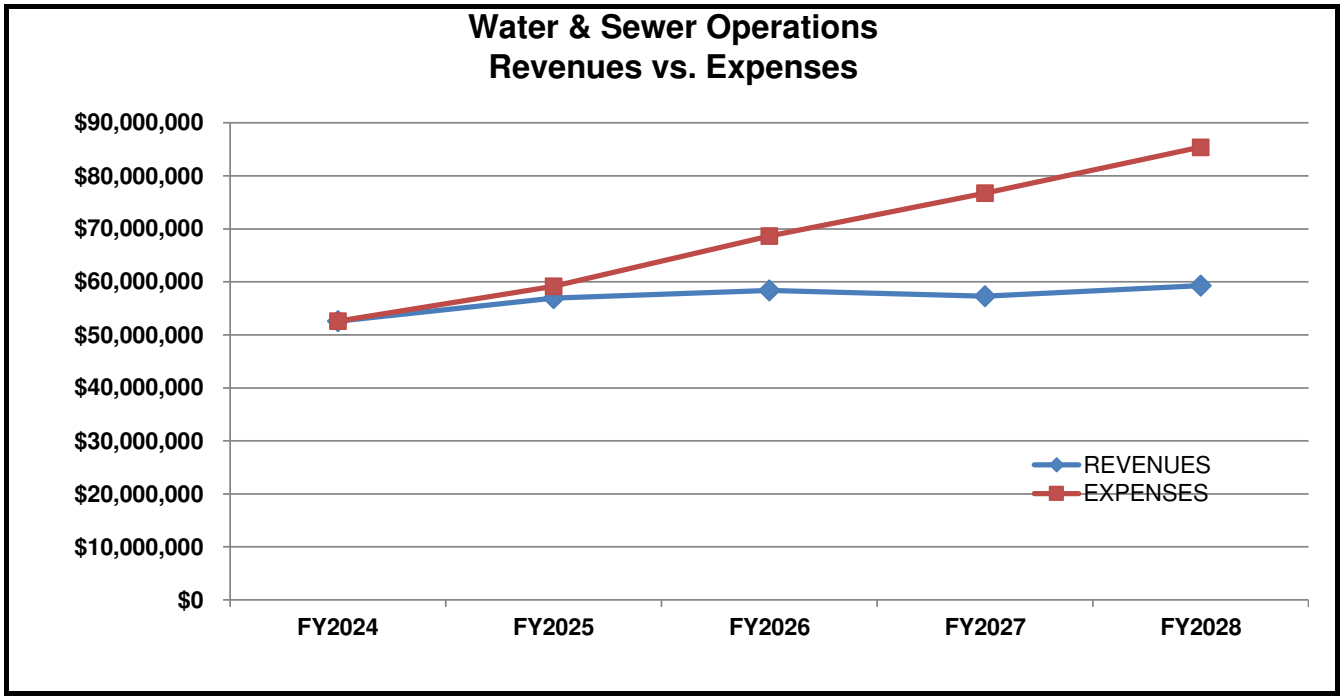
As for expenditures, in addition to inflating the baseline budget, operating expense estimates take into consideration the funding needs involving enterprise fund capital projects, the impact from customer growth, and future project operating costs. Future rate adjustments are calculated on a break-even 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 residential gallons per day are assumed to remain at 137 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 4.9% to 15.6%. 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

	FY2023 Budget	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate	FY2027 Estimate	FY2028 Estimate
WATER						
Revenues	$15,488,200	$16,416,600	$16,799,500	$17,049,200	$17,334,100	$17,619,000
Expenses	(15,488,200)	(16,416,600)	(20,616,500)	(24,016,200)	(26,203,400)	(30,267,100)
Income/(Loss)	$0	$0	($3,817,000)	($6,967,000)	($8,869,300)	($12,648,100)
Fund Balance	0	0	2,850,000	2,850,000	0	0
Total Income/(Loss)	$0	$0	($967,000)	($4,117,000)	($8,869,300)	($12,648,100)
Estimated Annual Rate Increase			*6.0%*	*18.3%*	*22.8%*	*14.1%*
SEWER						
Revenues	$30,657,500	$36,168,800	$37,304,400	$38,510,300	$39,985,200	$41,687,600
Expenses	(30,657,500)	(36,168,800)	(38,562,100)	(44,653,000)	(50,543,300)	(55,128,000)
Net Income/(Loss)	$0	$0	($1,257,700)	($6,142,700)	($10,558,100)	($13,440,400)
Estimated Annual Rate Increase			*4.2%*	*15.3%*	*11.6%*	*6.4%*



NOTE: Revenues assume FY2024 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 2024	FY 2025	FY 2026	FY 2027	FY 2028
Marginal Revenue generated from a one cent rate adjustment:	**$23,431**	**$23,782**	**$24,132**	**$24,533**	**$24,933**

PROJECT IMPACT ON WATER USER FEE:	Prior	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Project Impact on Rate	Project Impact on Qtrly. Bill
DEBT SERVICE								
Automation & Technology Master Plan	310,700	310,700	325,300	370,600	444,100	444,100	**17.8¢**	**$2.20**
Utilities Professional Development & Training Center	0	0	0	0	9,800	76,300	**3.0¢**	**$0.37**
Utilities Waldorf Regional Facility	0	0	0	34,600	185,200	339,400	**13.6¢**	**$1.68**
Bel Alton and Chapel Point Connection	117,900	117,900	117,900	117,900	777,700	777,700	**31.2¢**	**$3.85**
Ellenwood, Mariellen and Newtown Connection	48,000	48,000	48,000	48,000	707,800	707,800	**28.4¢**	**$3.50**
Satellite Water Facility Upgrades	708,000	708,000	769,000	847,700	936,400	1,061,300	**42.6¢**	**$5.25**
Waldorf Water Tower #8	35,000	35,000	46,500	287,800	520,000	520,000	**20.9¢**	**$2.57**
Waldorf Water Tower #8 Water	33,100	33,100	45,200	115,400	115,400	115,400	**4.6¢**	**$0.57**
Old Washington Road Waterline	75,900	75,900	75,900	75,900	75,900	137,600	**5.5¢**	**$0.68**
Potomac River Water Supply Treatment	45,200	45,200	71,300	104,900	155,300	178,800	**7.2¢**	**$0.88**
WSSC Waldorf Interconnection	98,200	98,200	130,000	403,800	831,300	908,400	**36.4¢**	**$4.49**
White Plains Water Enhancements	22,000	22,000	32,100	128,200	221,500	221,500	**8.9¢**	**$1.10**
Westlake Water Tower Rehabilitation	0	0	169,000	169,000	169,000	169,000	**6.8¢**	**$0.84**
Contingency Inflation	0	0	24,900	124,000	504,800	582,300	**23.4¢**	**$2.88**
Total Debt Service	$1,494,000	$1,494,000	$1,855,100	$2,827,800	$5,654,200	$6,239,600		
OPERATING								
Automation & Technology Master Plan	0	0	63,000	63,000	0	0	**0.0¢**	**$0.00**
Utilities Professional Development & Training Center	0	0	0	0	0	94,350	**3.8¢**	**$0.47**
Total Operating Costs	$0	$0	$63,000	$63,000	$0	$94,350		
Total Cost per Year:	**$1,494,000**	**$0**	**$424,100**	**$972,700**	**$2,763,400**	**$679,750**	**$2.54**	**$31.32**
FY23-FY28 Cumulative Cost:		**$0**	**$424,100**	**$1,396,800**	**$4,160,200**	**$4,839,950**		

Required CIP Water Rate Adjustment Per Year:

	Prior	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Impact on Rate
Rate Adjustment per Year	**63.8¢**	**0.0¢**	**16.9¢**	**39.1¢**	**108.0¢**	**26.0¢**	**$2.54**
Estimated % change due to CIP:		*0.0%*	*0.3%*	*0.6%*	*1.7%*	*0.4%*	

* 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 2024	FY 2025	FY 2026	FY 2027	FY 2028
Marginal Revenue generated from a one cent rate adjustment:	**$23,024**	**$23,359**	**$23,694**	**$24,078**	**$24,078**

PROJECT IMPACT ON SEWER USER FEE:	Prior	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Project Impact on Rate	Project Impact on Qtrly. Bill
DEBT SERVICE								
Automation & Technology Master Plan	310,700	310,700	325,300	370,600	444,100	444,100	**18.2¢**	**$2.24**
Utilities Professional Development & Training Center	0	0	0	0	9,800	76,300	**3.1¢**	**$0.38**
Utilities Waldorf Regional Facility	0	0	0	34,600	185,200	339,400	**13.9¢**	**$1.71**
MWWTP Electrical System Replacement	291,400	291,400	548,000	811,100	988,800	1,086,300	**44.4¢**	**$5.48**
Mattawoman Infiltration and Inflow PH II	571,200	571,200	634,000	678,600	819,500	960,400	**39.3¢**	**$4.84**
Mattawoman WWTP Automation	422,800	422,800	493,900	566,300	638,700	649,800	**26.6¢**	**$3.28**
Pump Station Rehabs and Replacements	640,100	640,100	1,115,400	2,217,100	2,949,700	3,365,900	**137.6¢**	**$16.97**
Satellite Wastewater Facility Upgrades	394,100	394,100	694,700	1,351,000	1,507,600	1,592,200	**65.1¢**	**$8.03**
MWWTP Clarifier and Thickener Improvements	618,600	618,600	711,300	866,500	950,000	975,800	**39.9¢**	**$4.92**
MWWTP Utility Water System Evaluation & Improvement	87,000	87,000	106,900	135,200	163,100	222,200	**9.1¢**	**$1.12**
Cliffton WWTP Improvements	981,400	981,400	1,270,500	1,270,500	1,270,500	1,270,500	**51.9¢**	**$6.40**
MWWTP Septage/Hauled Waste	43,800	43,800	145,200	249,500	354,700	456,600	**18.7¢**	**$2.30**
MWWTP Effluent Filters Improvements	118,900	118,900	303,700	512,400	672,900	833,500	**34.1¢**	**$4.20**
MWWTP Reclaimed Water Pump Station	41,400	41,400	101,900	164,200	223,100	223,100	**9.1¢**	**$1.12**
MWWTP Effluent PS Forcemain Surge	39,700	39,700	106,800	178,600	221,300	221,300	**9.0¢**	**$1.12**
MWWTP Belt Filter Press Replacement	233,100	233,100	348,100	464,800	508,300	508,300	**20.8¢**	**$2.56**
MWWTP Process Improvements -	90,700	90,700	207,700	395,400	600,500	901,900	**36.9¢**	**$4.55**
MWWTP UV Disinfection System	102,700	102,700	253,500	401,800	434,600	434,600	**17.8¢**	**$2.19**
MWWTP Headworks Improvements	24,400	24,400	56,100	173,200	283,400	393,700	**16.1¢**	**$1.98**
MWWTP BNR Improvements-Parent	48,100	48,100	301,800	513,600	719,900	926,200	**37.9¢**	**$4.67**
Post Office Road Sewer Capacity	563,400	563,400	655,800	749,900	749,900	749,900	**30.7¢**	**$3.78**
Zekiah Interceptor Sewer Upgrades	126,400	126,400	138,300	238,600	238,600	238,600	**9.8¢**	**$1.20**
Contingency Inflation	0	0	74,900	242,300	386,400	528,700	**21.6¢**	**$2.67**
Total Debt Service	$5,749,900	$5,749,900	$8,593,800	$12,585,800	$15,320,600	$17,399,300		
OPERATING								
Automation & Technology Master Plan	0	0	63,000	63,000	0	0	**0.0¢**	**$0.00**
Sewer Pump Station Capacity Study	0	62,500	0	0	0	0	**0.0¢**	**$0.00**
Utilities Professional Development & Train	0	0	0	0	0	94,400	**3.9¢**	**$0.48**
Total Operating Costs	$0	$62,500	$63,000	$63,000	$0	$94,400		
Total Cost per Year:	**$5,749,900**	**$62,500**	**$2,844,400**	**$3,992,000**	**$2,671,800**	**$2,173,100**	**$7.15**	**$88.18**
FY23-FY28 Cumulative Cost:		**$5,812,400**	**$2,906,900**	**$6,836,400**	**$6,663,800**	**$4,844,900**		

Required CIP Sewer Rate Adjustment Per Year:

	Prior	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Impact on Rate
Rate Adjustment per Year	**$2.50**	**0.02¢**	**119.46¢**	**159.82¢**	**102.57¢**	**81.33¢**	**$7.15**
Estimated % change due to CIP:		*0.8%*	*47.4%*	*43.0%*	*19.3%*	*12.8%*	

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 FY2023. The FY2024-FY2028 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 74% 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 $91. The FY2024-FY2028 billable tonnage received at the Landfill is estimated to range between 132,000 tons and 139,000 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.

	FY2023 Adopted	FY2024 Adopted	FY2025 Estimated	FY2026 Estimated	FY2027 Estimated	FY2028 Estimated
Revenues						
Operating Revenues	$12,256,700	$12,117,400	$12,332,400	$12,368,800	$12,505,300	$12,661,300
Fund Balance Reserves	1,465,000	1,855,800	0	214,600	0	110,100
Total Revenues	**$13,721,700**	**$13,973,200**	**$12,232,400**	**$12,475,400**	**$12,505,300**	**$12,375,500**
Expenses:						
Operating Expenses	11,859,000	12,753,700	13,106,900	13,526,300	13,932,000	14,361,300
Capital Outlay	1,550,000	940,000	0	214,600	0	110,100
Debt Service	312,700	279,500	252,400	219,100	167,000	135,100
Total Expenses	**$13,721,700**	**$13,973,200**	**$13,359,300**	**$13,960,000**	**$14,099,000**	**$14,514,000**
Surplus\Deficit:	**$0**	**$0**	**($1,100,700)**	**($1,376,600)**	**($1,593,700)**	**($1,835,100)**

Estimated Tipping Fee:	**$85**	**$91**	**$100**	**$101**	**$103**	**$104**
Increase over FY2024 Adoption			***$9***	***$10***	***$12***	***$14***
% rate change			*9.9%*	*1.0%*	*2.0%*	*1.0%*

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 99% of revenues. The Stormwater Remediation fee was increased to $146 in FY2024. 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.

	FY2023 Adopted	FY2024 Adopted	FY2025 Estimate	FY2026 Estimate	FY2027 Estimate	FY2028 Estimate
Revenues						
Stormwater Remediation Fee	$6,613,900	$7,711,000	$7,789,900	$7,882,300	$7,980,100	$8,077,900
Miscellaneous/Fee Credit	(1,500)	(1,500)	(1,600)	(1,700)	(1,800)	(1,900)
Fund Balance	81,500	24,600	0	0	0	0
Total Revenues	**$6,693,900**	**$7,734,100**	**$7,788,300**	**$7,880,600**	**$7,978,300**	**$8,076,000**
Expenses						
Salaries & Fringe	$1,426,600	$1,684,400	$1,746,000	$1,809,800	$1,874,400	$1,941,300
Operating	2,696,400	3,134,900	3,361,600	3,605,700	3,870,800	4,158,300
Contingency	12,200	2,300	2,400	2,500	2,600	2,700
Debt	2,481,700	2,835,500	3,208,800	3,675,900	4,286,500	4,837,300
Capital Project Studies	77,000	77,000	77,000	77,000	77,000	77,000
Total Expenses	**$6,693,900**	**$7,734,100**	**$8,395,800**	**$9,170,900**	**$10,111,300**	**$11,016,600**
Surplus / (Deficit)	**$0**	**$0**	**($607,500)**	**($1,290,300)**	**($2,113,000)**	**($2,940,600)**
Stormwater Remediation Fee:	**$127**	**$146**				
$1 on fee generates approximately:	$51,673	$52,207	$52,786	$53,356	$53,988	$54,658
Estimated Fee:			**$158**	**$170**	**$185**	**$199**
Increase over FY 2024 adoption			***$12***	***$24***	***$39***	***$53***

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 $153 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 92% 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.

	FY2023 Adopted	FY2024 Adopted	FY2025 Estimate	FY2026 Estimate	FY2027 Estimate	FY2028 Estimate
Revenues						
Operating Revenues	$7,900,200	$8,745,000	$8,752,700	$8,847,600	$8,952,000	$9,062,600
Fund Balance Reserves	430,000	541,400	632,300	820,100	186,000	0
Total Revenues	**$8,330,200**	**$9,286,400**	**$9,385,000**	**$9,667,700**	**$9,138,000**	**$9,062,600**
Expenses:						
Operating Expenses	7,675,000	8,521,400	8,936,400	9,813,400	10,306,100	10,826,900
Capital Outlay	560,000	677,500	766,900	959,400	330,200	149,200
Debt Service	95,200	87,500	283,000	281,500	252,500	250,700
Total Expenses	**$8,330,200**	**$9,286,400**	**$9,986,300**	**$11,054,320**	**$10,888,900**	**$11,226,800**
Surplus\Deficit:	**$0**	**$0**	**($601,300)**	**($1,386,600)**	**($1,750,800)**	**($2,164,200)**

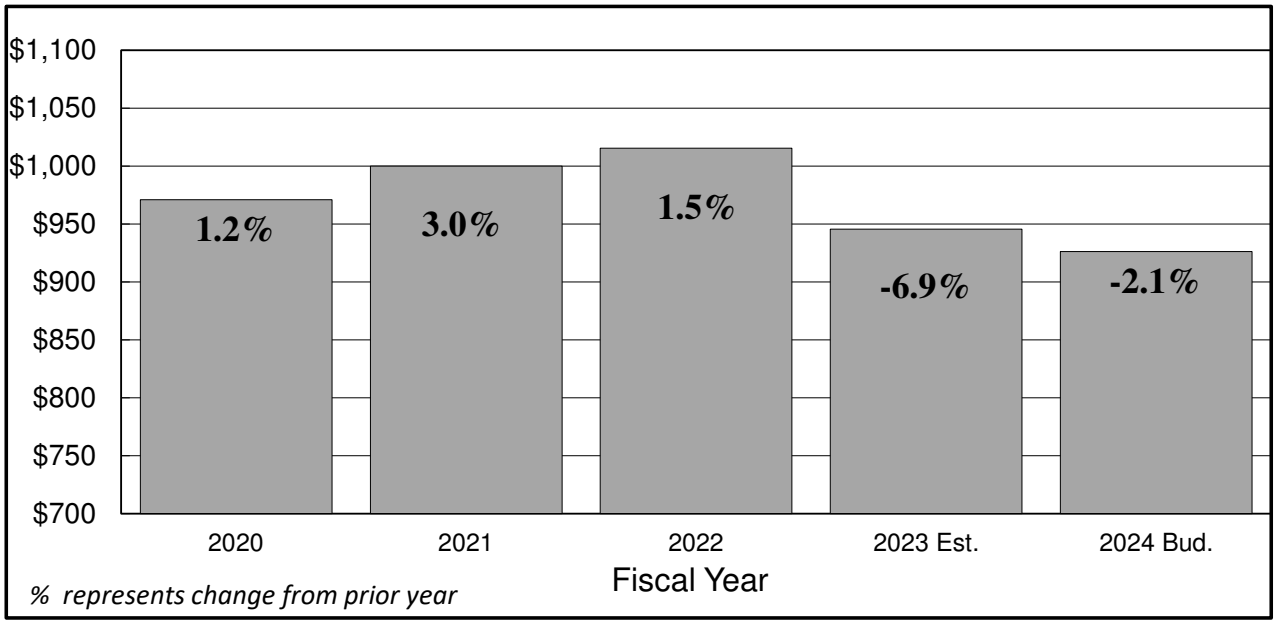
Estimated ESF Fee	**$140**	**$153**	**$163**	**$176**	**$181**	**$187**
Increase over FY2024 Adoption			***$10***	***$23***	***$28***	***$34***
% rate change			*6.5%*	*7.8%*	*3.2%*	*3.4%*

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:	2020	2021	2022	2023 Est.	2024 Bud.
Gross operating revenues	$421,600,511	$455,945,500	$501,181,885	$487,195,224	$500,320,300
Consumer price index	266.0	273.6	292.5	302.9	313.5
Gross operating revenues (constant dollars)	$158,523,847	$166,644,920	$171,319,049	$160,856,332	$159,613,434
Current population	163,257	166,617	168,698	170,102	172,327
Gross operating revenues per capita (constant dollars)	**$971**	**$1,000**	**$1,016**	**$946**	**$926**

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.

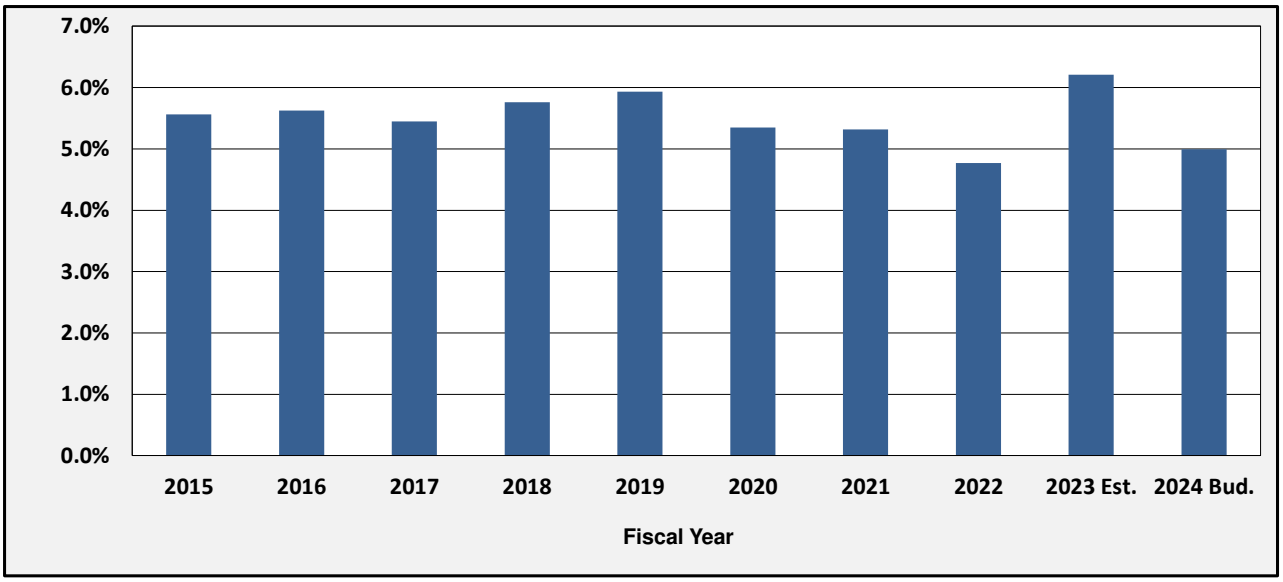
Comment

Since FY2020 the Gross Operating revenues and the Current population has steadily increased. The Gross operating revenues per capita for the FY2022 actual is higher than the FY2023 estimate and FY2024 budget due higher than normal Recordtation/Transfer tax revenue.

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:	2020	2021	2022	2023 Est.	2024 Bud.
Intergovernmental operating revenues*	$23,829,415	$25,624,191	$25,117,741	$32,254,655	$26,301,037
Gross operating revenues (General/Special Revenue)	$445,429,926	$481,569,690	$526,299,625	$519,449,879	$526,621,337
Intergovernmental operating revenues as percent of gross operating income	**5.3%**	**5.3%**	**4.8%**	**6.2%**	**5.0%**

** Intergovernmental operating revenue includes general fund revenue and special revenue funds received to support various grant*

Description

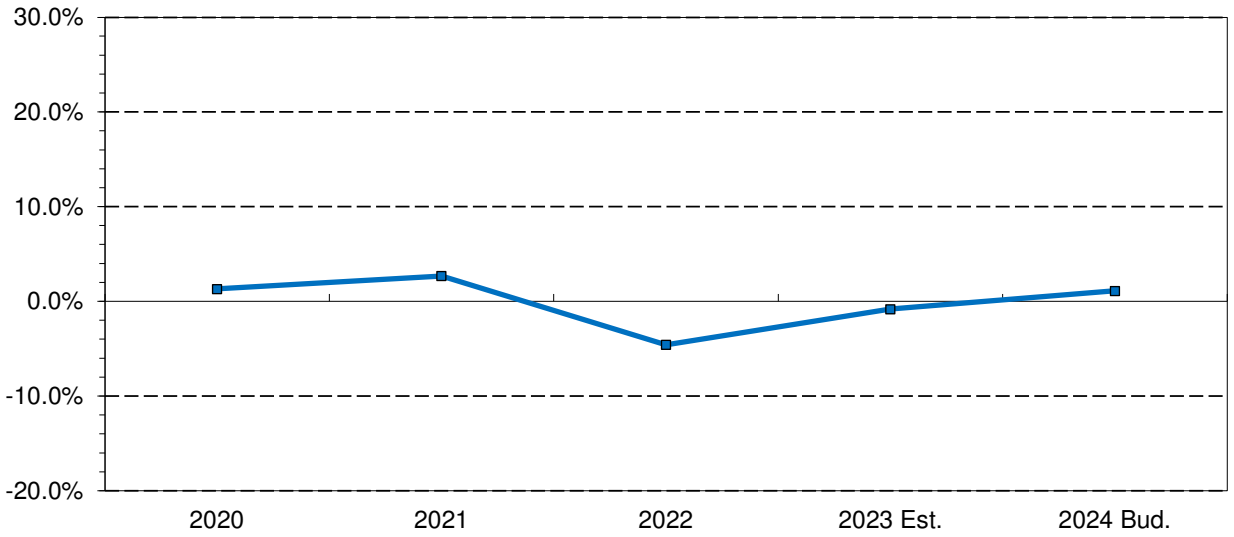
Intergovernmental revenues (revenues received from another governmental entity) are important because an over dependence on such revenues can be harmful to local jurisdictions and their ability to control revenue flows. The reduction of intergovernmental funds at the discretion of other governments leaves 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 4-6%. The FY2024 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:	2020	2021	2022	2023 Est.	2024 Bud.
Property Tax Revenues	$230,152,790	$243,159,148	$248,087,176	$254,760,331	$266,589,400
Consumer price index	266.0	273.6	292.5	302.9	313.5
Property Tax Revenue in constant dollars	$86,538,571	$88,872,983	$84,803,662	$84,113,740	$85,048,017
Growth rate in constant dollars	**1.3%**	**2.7%**	**-4.6%**	**-0.8%**	**1.1%**

Description

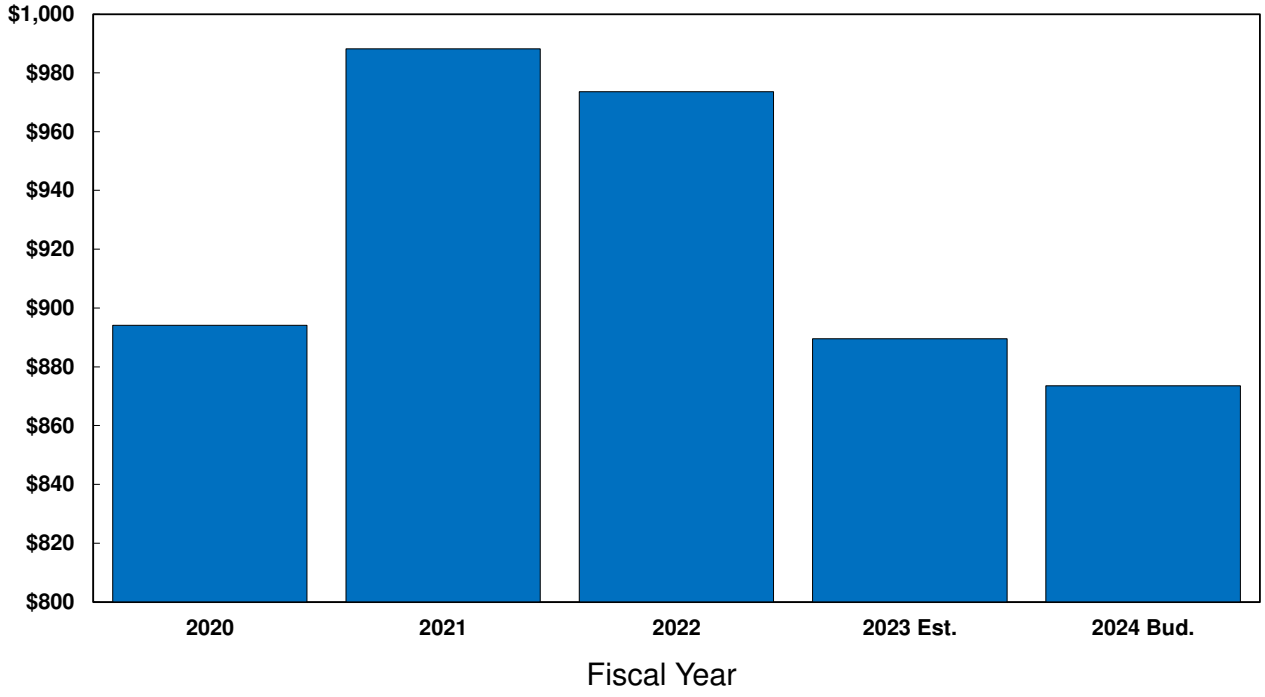
Property tax revenue should be considered separately from other revenue because it is the primary revenue source. A decline or diminished growth rate in property taxes may be a result of overall decline in property value, default in property tax payment, or inefficient assessment.

Comment

Tax rates have remained constant since FY2020. For FY2022, the County renegotiated its PILOT agreement with the owners of the Morgantown Power Plant. The FY2024 budget assumes normal growth in assessments and includes lower PILOT revenues due to the partial closure of the Morgantown Power Plant.

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

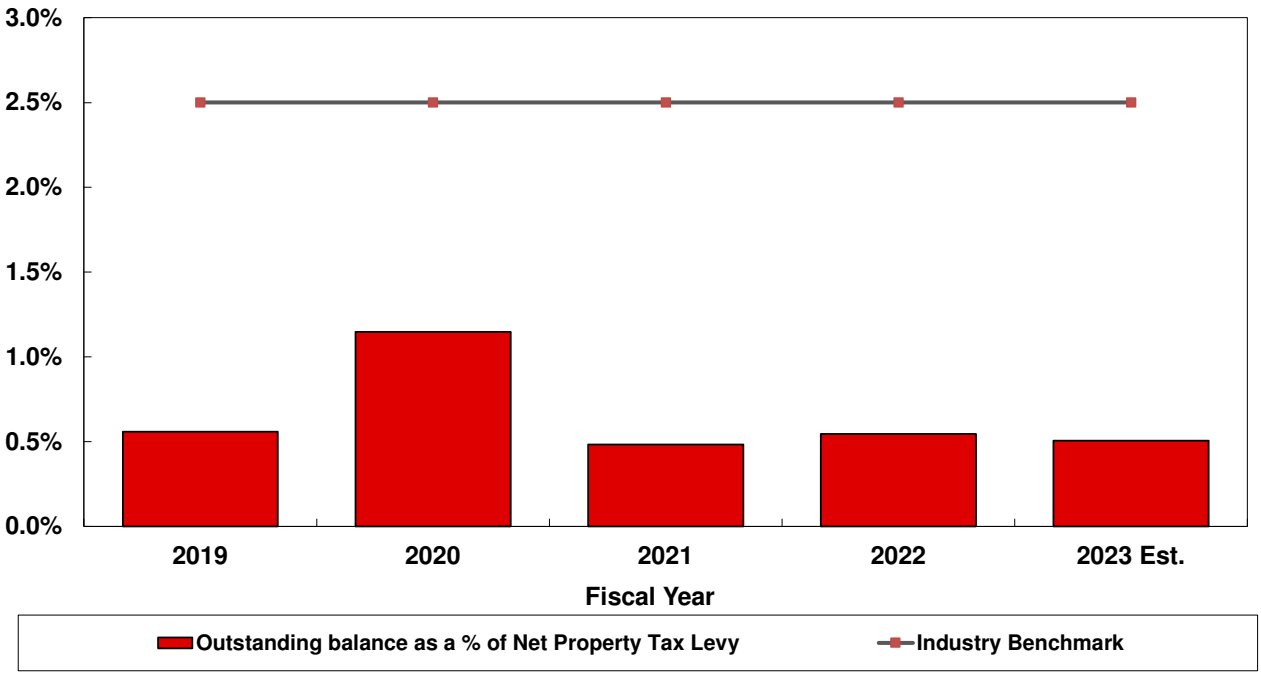
Fiscal Year:	2020	2021	2022	2023 Est.	2024 Bud.
Income Tax Revenues	$139,535,615	$159,808,519	$171,197,766	$164,141,000	$169,000,000
Consumer price index	266.0	273.6	292.5	302.9	313.5
Income Tax Revenue (in constant dollars)	$52,466,071	$58,408,906	$58,520,548	$54,194,126	$53,914,803
Households	58,682	59,107	60,108	60,921	61,718
Avg. Income Tax per Household (in constant dollars)	**$894**	**$988**	**$974**	**$890**	**$874**

Comment

Income tax revenue continues to increase compared to the average income tax per household. The FY2021 actual and FY2022 actual includes one-time tax reconciliations from prior tax years. Across the State, withholding growth has been consistently strong since the beginning of the tax year 2021.

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:	2019	2020	2021	2022	2023 Est.
Net Property Tax Levy	$216,532,932	$224,009,919	$233,302,983	$242,337,352	$256,205,207
Current year tax levy outstanding at year end	$1,210,593	$2,571,886	$1,126,771	$1,321,655	$1,294,788
Outstanding balance as a % of Net Property Tax Levy	**0.6%**	**1.1%**	**0.5%**	**0.5%**	**0.5%**

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.

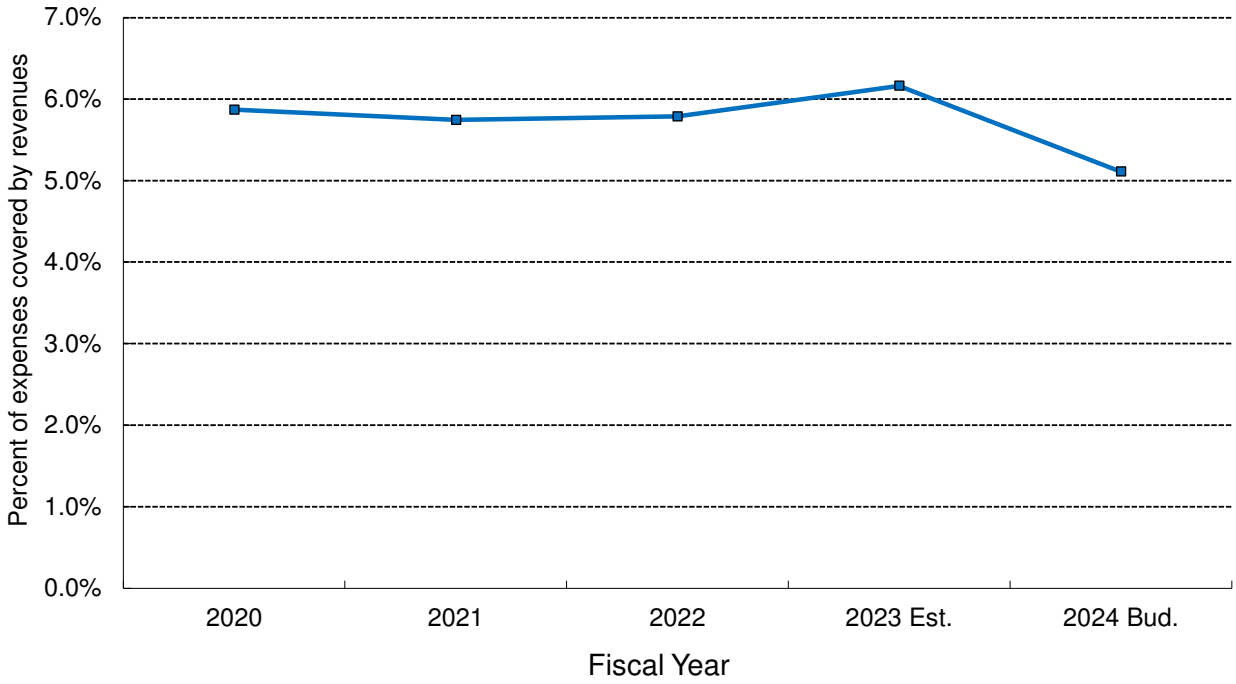
Comment

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. FY2020 reflects delaying the Tax Sale due to the COVID pandemic.

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:	2020	2021	2022	2023 Est.	2024 Bud.
General Fund License & Permit/ Service Fee Revenue	$9,286,530	$9,640,055	$10,829,658	$11,694,319	$11,672,500
General Fund Expense (excludes transfers & debt service)	$158,242,638	$167,818,674	$187,129,628	$189,731,788	$228,343,400
Percent of expenses covered by revenues	**5.9%**	**5.7%**	**5.8%**	**6.2%**	**5.1%**

Description

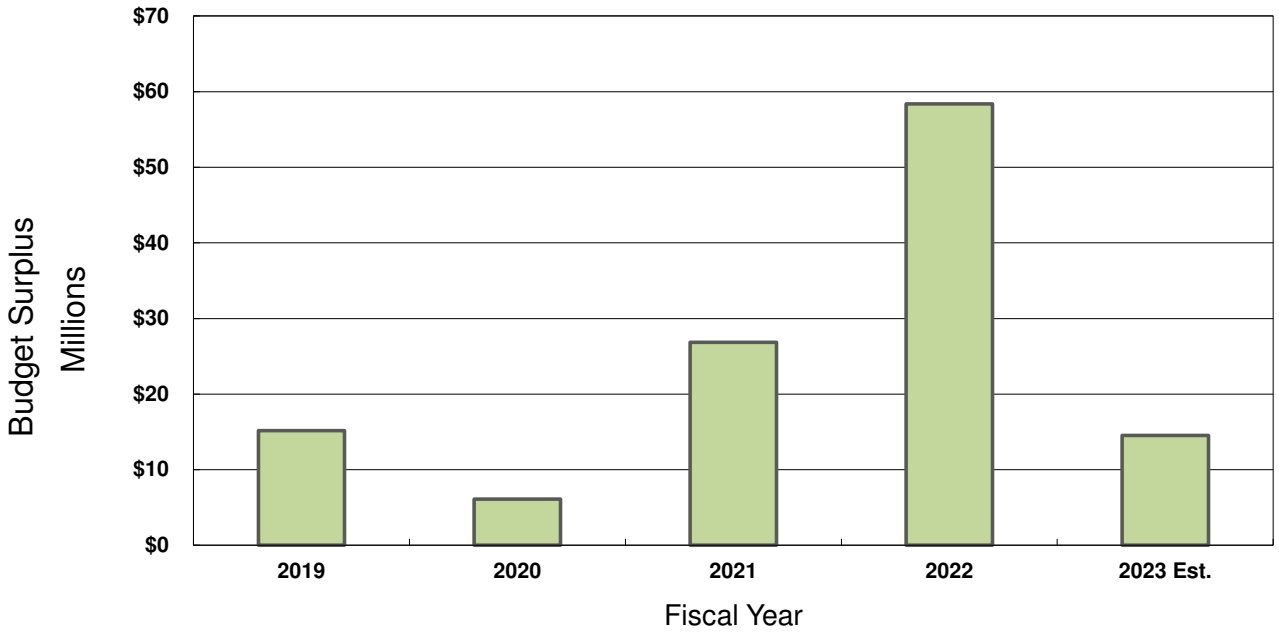
The term user charge coverage refers to whether fees and charges cover the entire cost of providing a service. This indicator focuses only on general fund programs and not on enterprise or special revenue fund services. As coverage declines, the burden on other revenues to support the services increases. 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:	2019	2020	2021	2022	2023 Est.
Actual Gross Operating Revenues	$409,479,365	$421,600,511	$455,945,500	$501,181,885	$487,195,224
Amended Budgeted Operating Revenues	$394,315,080	$415,508,900	$429,084,470	$442,816,610	$472,646,920
Revenue (Shortfall)/Surplus	**$15,164,285**	**$6,091,611**	**$26,861,030**	**$58,365,275**	**$14,548,304**
Revenue Variance as a % of Gross Operating Revenues	3.7%	1.4%	5.9%	11.6%	3.0%

Description

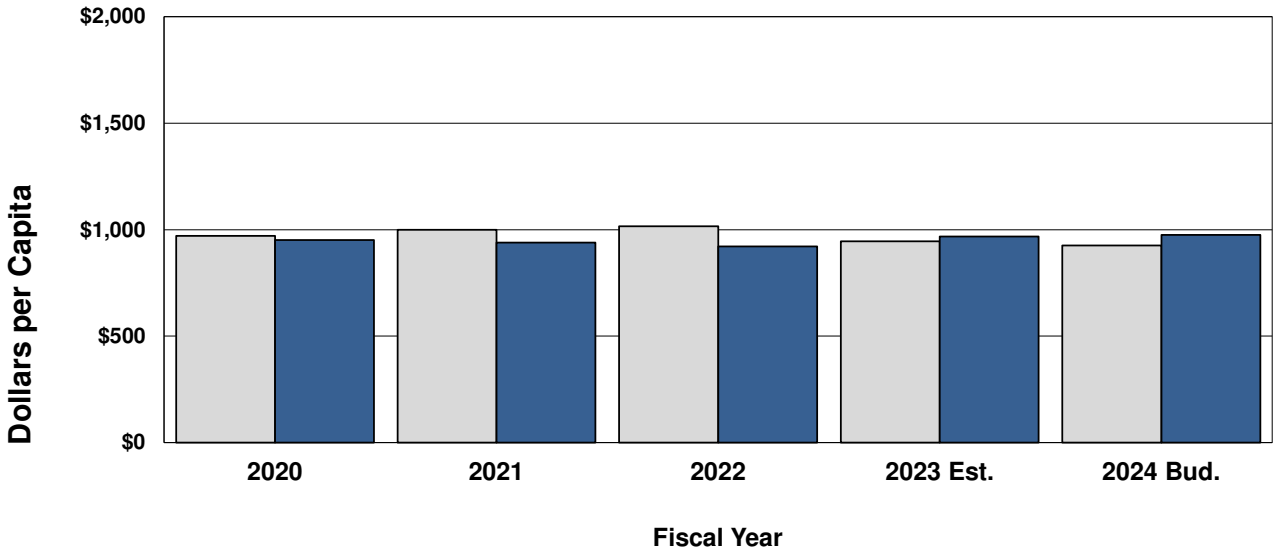
This indicator examines the differences between revenue estimates and revenues actually received during the fiscal year. Major discrepancies that continue year after year can indicate a declining economy, inefficient collection procedures, or inaccurate estimating techniques. If revenue shortfalls are increasing in frequency or size, a detailed analysis of each revenue should be made to pinpoint the source.

Comment

Fiscal Year 2019 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 2020 and 2021 also performed better than estimated. Fiscal year 2022 is estimated to finish the year greater than budget primarily due to Recordation & Income Taxes exceeding expectations. Fiscal Year 2023 is estimated to finish better than budget due to Interest Income.

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:	2020	2021	2022	2023 Est.	2024 Bud.
Net operating expenditures/transfers	$413,034,801	$428,156,088	$454,882,644	$498,521,417	$527,238,100
Consumer price index	266.0	273.6	292.5	302.9	313.5
Expenditures (constant dollar)	$155,303,098	$156,488,083	$155,492,575	$164,595,880	$168,200,818
Per capita expenditures (constant dollars)	**$951**	**$939**	**$922**	**$968**	**$976**
Gross operating revenues per capita	**$971**	**$1,000**	**$1,016**	**$946**	**$926**
Estimated population	163,257	166,617	168,698	170,102	172,327
Estimated households	58,682	59,107	60,108	60,921	61,718
Household per capita expenditures	**$2,647**	**$2,648**	**$2,587**	**$2,702**	**$2,725**

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.

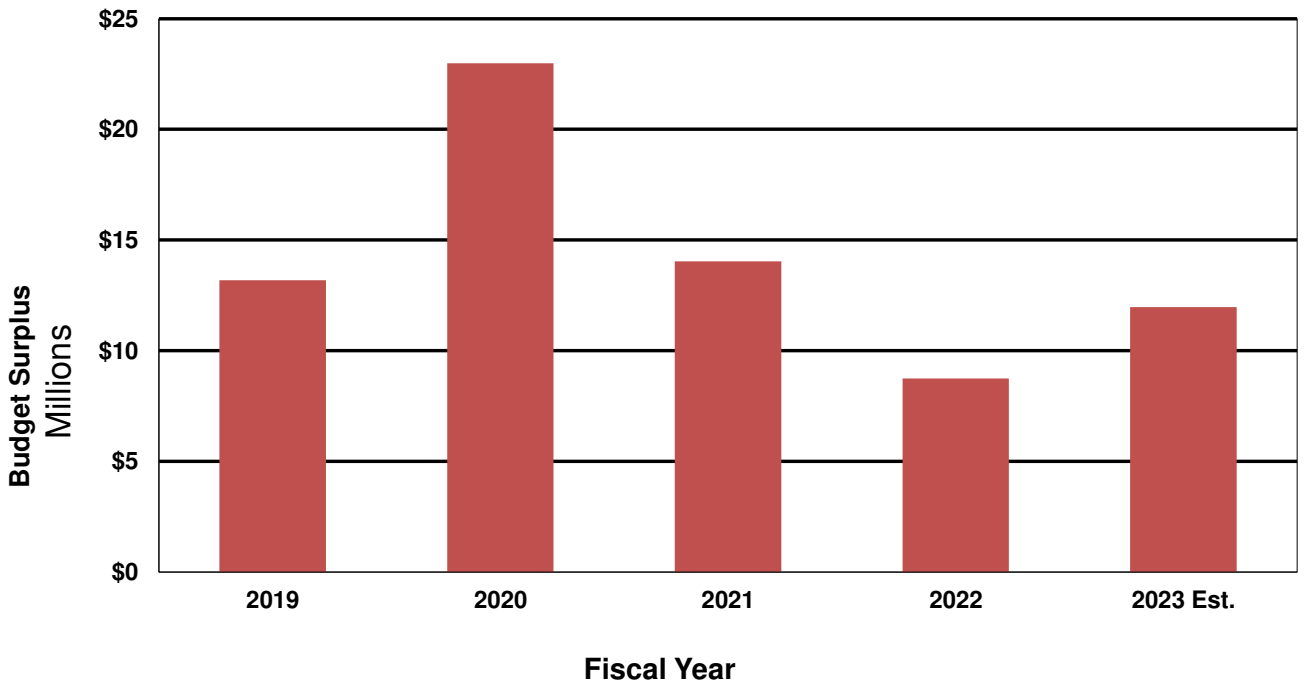
From a different perspective, if the increase in spending is greater than can be accounted for by inflation or the addition of new services, it may indicate declining productivity - that is, that the government is spending more real dollars to support the same level of services.

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:	2019	2020	2021	2022	2023 Est.
Actual Expenditures	$396,272,301	$413,034,801	$428,156,088	$454,882,644	$498,521,417
Amended Budgeted Expenditures	$409,453,110	$436,017,330	$442,186,039	$463,632,180	$510,486,700
Budget Surplus/(Deficit)	$13,180,809	$22,982,529	$14,029,951	$8,749,536	$11,965,283
Expenditure Variance as a % of Budget	**3.2%**	**5.3%**	**3.2%**	**1.9%**	**2.3%**

Description

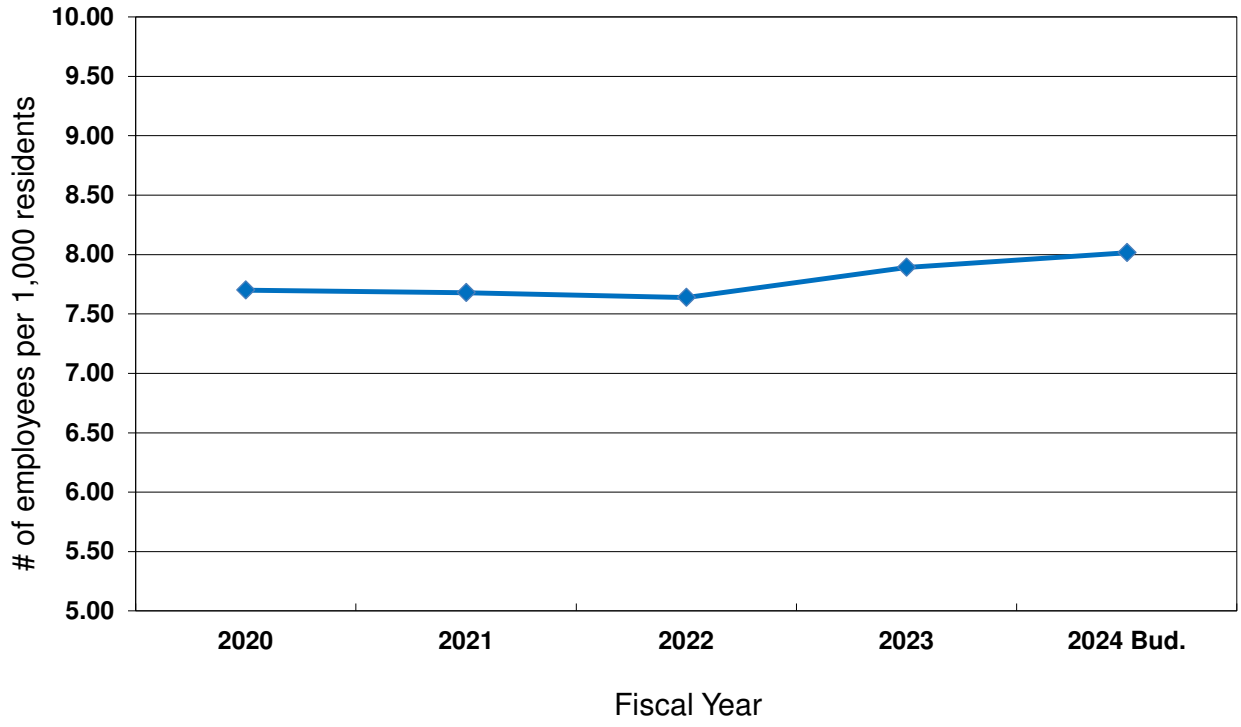
This indicator examines the differences between expenditure estimates and expenditures actually incurred during the fiscal year.

Comment

Budget surpluses in FY2019 through estimated FY2023 were generated by a general overall under spending of operating budgets without specific budget actions required. FY2020 & FY2021 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:

$$\frac{\text{\# of General \& Special Revenue Fund Employees}}{\text{Population}}$$

Fiscal Year:	2020	2021	2022	2023	2024 Bud.
Number of Full Time Employees*	1,257	1,279	1,289	1,343	1,381
Population	163,257	166,617	168,698	170,102	172,327
# of county employees per capita	0.0077	0.0077	0.0076	0.0079	0.0080

** excludes Enterprise funded positions which are self-supporting.*

Description

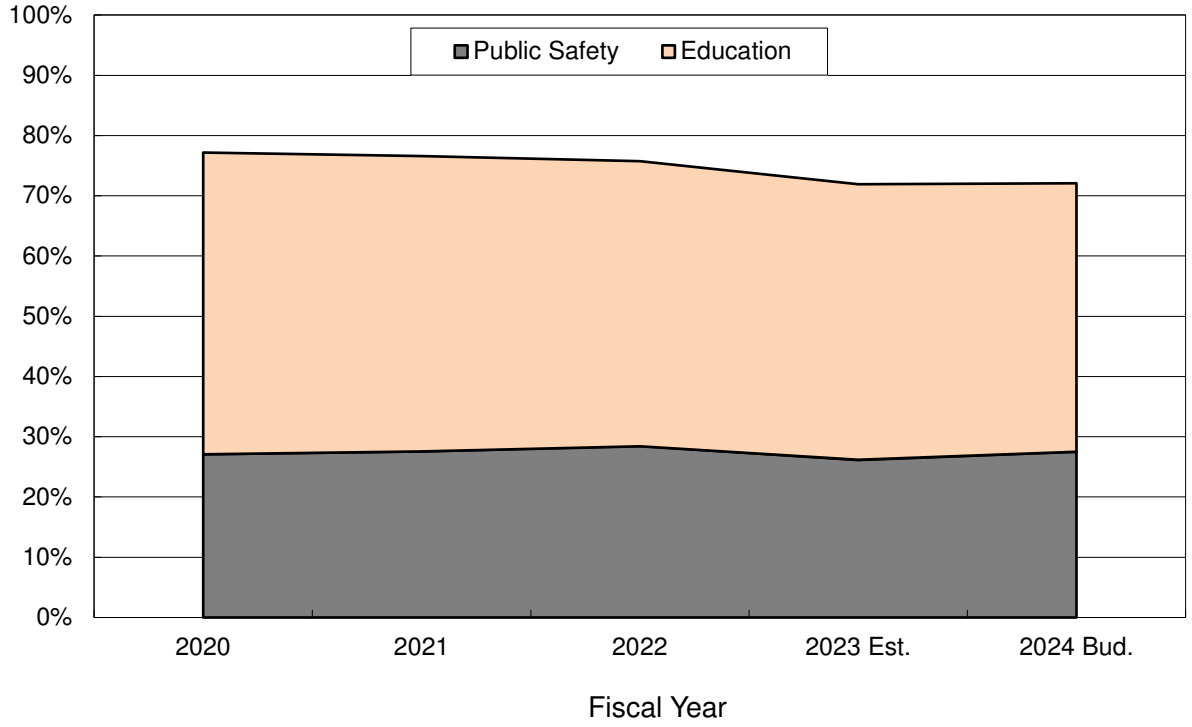
Personnel costs are a major portion of a local government's operating budget, therefore, tracking changes in the number of employees per capita is a good way to measure changes in expenditures. An increase in employees per capita might indicate that expenditures are rising faster than revenues, that the government is becoming more labor intensive, or that personnel productivity is declining.

Comment

Staffing in key areas such as Public Safety and State's Attorney's Office have seen an increase 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	2020	2021	2022	2023 Est.	2024 Bud.
Education	$206,809,750	$210,035,968	$215,191,600	$228,128,500	$234,868,400
% of Total Funds	50.1%	49.1%	47.3%	45.8%	44.5%
Public Safety	$111,815,297	$117,929,949	$129,318,127	$130,355,484	$145,098,900
% of Total Funds	27.1%	27.5%	28.4%	26.1%	27.5%
Debt Service	$30,005,444	$32,639,864	$31,589,383	$33,824,237	$32,798,400
% of Total Funds	7.3%	7.6%	6.9%	6.8%	6.2%
Remaining	$64,404,309	$67,550,307	$78,783,533	$106,213,196	$114,472,400
% of Total Funds	15.6%	15.8%	17.3%	21.3%	21.7%
Total Funds:	**$413,034,801**	**$428,156,088**	**$454,882,644**	**$498,521,417**	**$527,238,100**

Description

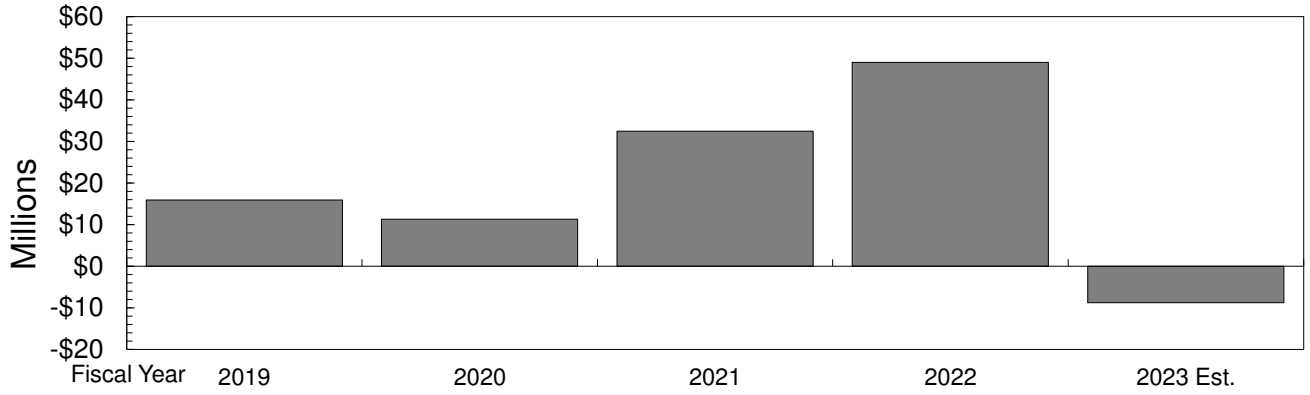
Expenditures by function represents the cost of government services by program. Often times it is also an indicator of the priority level of the government.

Comment

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:	2019	2020	2021	2022	2023 Est.
General fund operating (deficits)/surplus	$15,926,930	$11,243,660	$32,470,671	$48,971,041	($8,781,193)
Gross operating revenues	$409,479,365	$421,600,511	$455,945,500	$501,181,885	$487,195,224
General Fund operating surplus/deficits as a % of operating revenues	3.9%	2.7%	7.1%	9.8%	-1.8%

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 deficit in another. Analyzing funds separately also helps to pinpoint emerging problems.

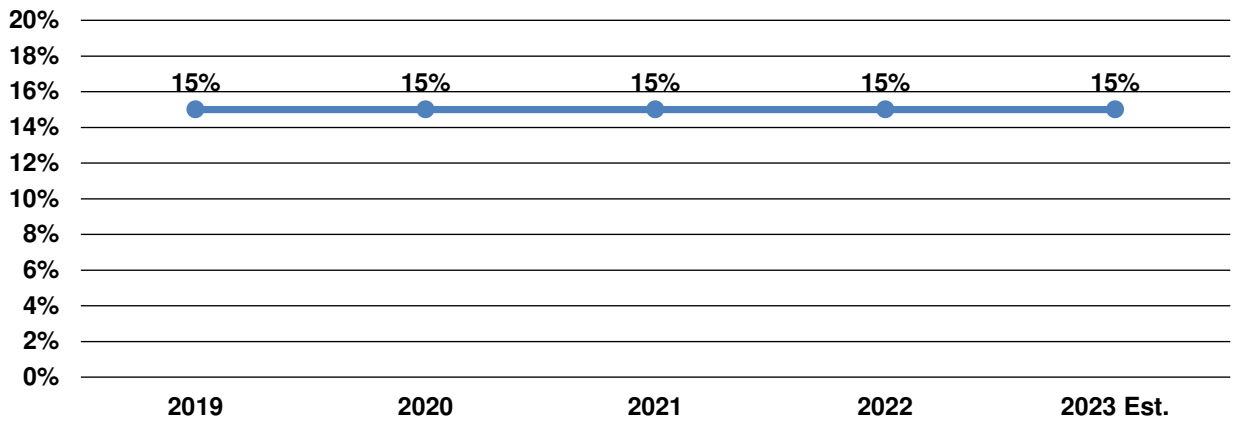
Comment

The General Fund operating surplus in Fiscal Year 2019 through 2022 is due to conservative spending and recordation taxes/transfer taxes exceeding budget as these revenues are budgeted conservatively due to their volatile nature. Fiscal Year 2023 estimate deficit is due to use of fund balance reserves to support one time items to achieve County Commissioners' Goals & Objectives.

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:	2019	2020	2021	2022	2023 Est.
Total Fund Balance	$108,850,925	$120,094,585	$152,565,256	$201,536,297	$192,755,105
Fund Balance Policy	$62,249,370	$63,972,210	$67,158,435	$74,766,005	$75,048,045
Other Committed	$30,293,624	$43,893,417	$71,593,284	$110,911,780	$98,786,872
Nonspendable/ Restricted/Assigned	$8,447,988	$10,636,799	$11,504,438	$12,183,106	$16,645,653
Unassigned	$7,859,944	$1,592,159	$2,309,099	$3,675,406	$2,274,535
Gross operating revenues *	$409,479,365	$421,600,511	$455,945,500	$501,181,885	$487,195,224
Fund Balance Policy as a % of General Fund Operating Revenues	15%	15%	15%	15%	15%

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

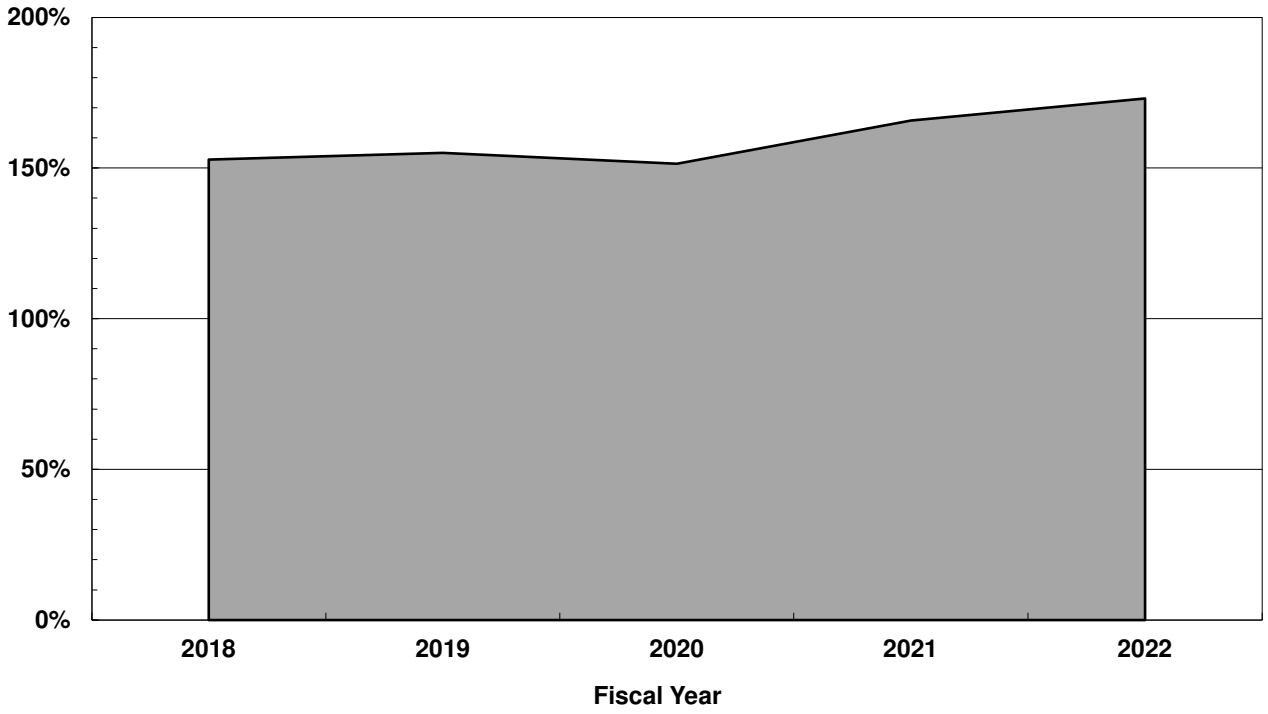
Comment

As the operating revenues have increased so has the Fund Balance Policy reserve of 8% - 15%. The FY2023 Fund Balance represents 15% of the FY2023 operating budget. The County's Fund Balance policy outlines the potential uses of the unassigned fund balance. Committed Fund Balance increased in FY2021 and FY2022 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:	2018	2019	2020	2021	2022
Cash and Short Term Investments	$234,705,251	$267,319,805	$290,504,816	$327,614,367	$414,548,257
Current Liabilities (excludes unearned revenues)	$153,595,709	$172,387,576	$191,884,721	$197,650,253	$239,449,777
Cash and Short-term Investments as a percentage of Current Liabilities	152.8%	155.1%	151.4%	165.8%	173.1%

Description

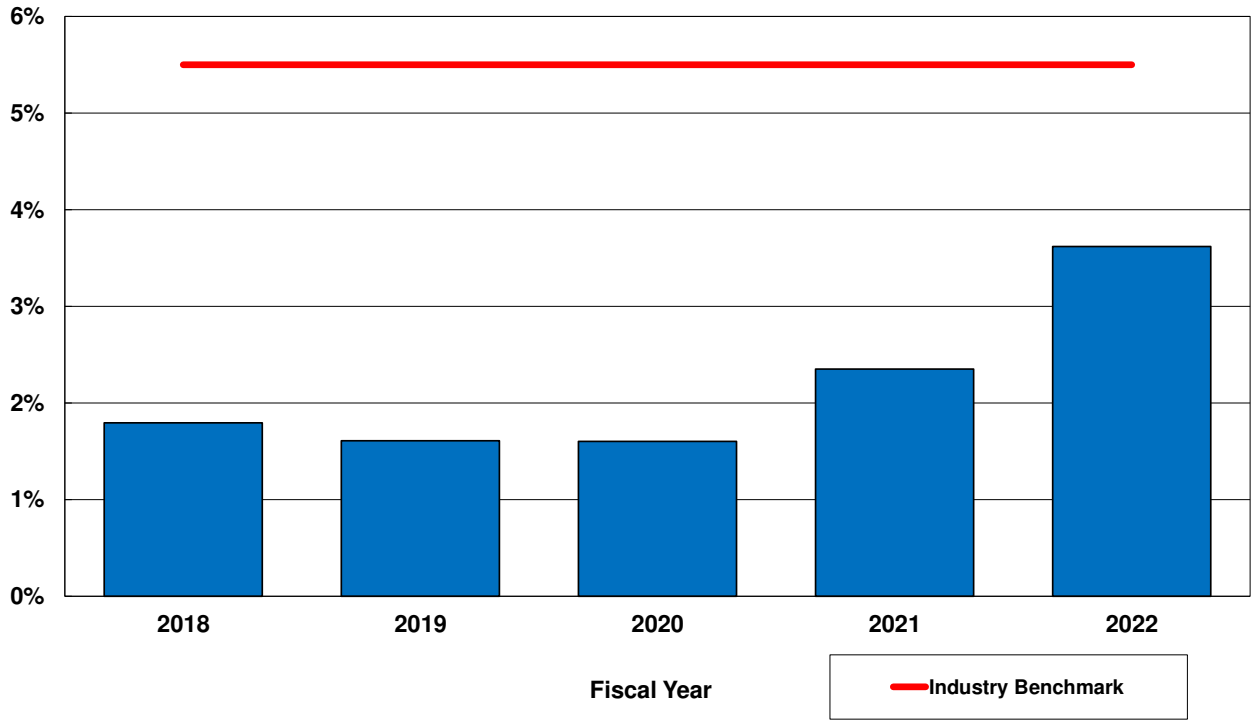
A good measure of a local government's short-term financial condition is its cash position. Cash position, which includes cash on hand and in the bank, as well as, other assets that can be easily converted to cash, determines a government's ability to pay its short-term obligations. Low or declining 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:	2018	2019	2020	2021	2022
Current liabilities *	$7,013,770	$6,580,107	$6,747,598	$10,716,413	$18,136,155
Gross Operating Revenues	$390,809,271	$409,479,365	$421,600,511	$455,945,500	$501,181,885
Current liabilities as a % of operating revenues	1.8%	1.6%	1.6%	2.4%	3.6%

** 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

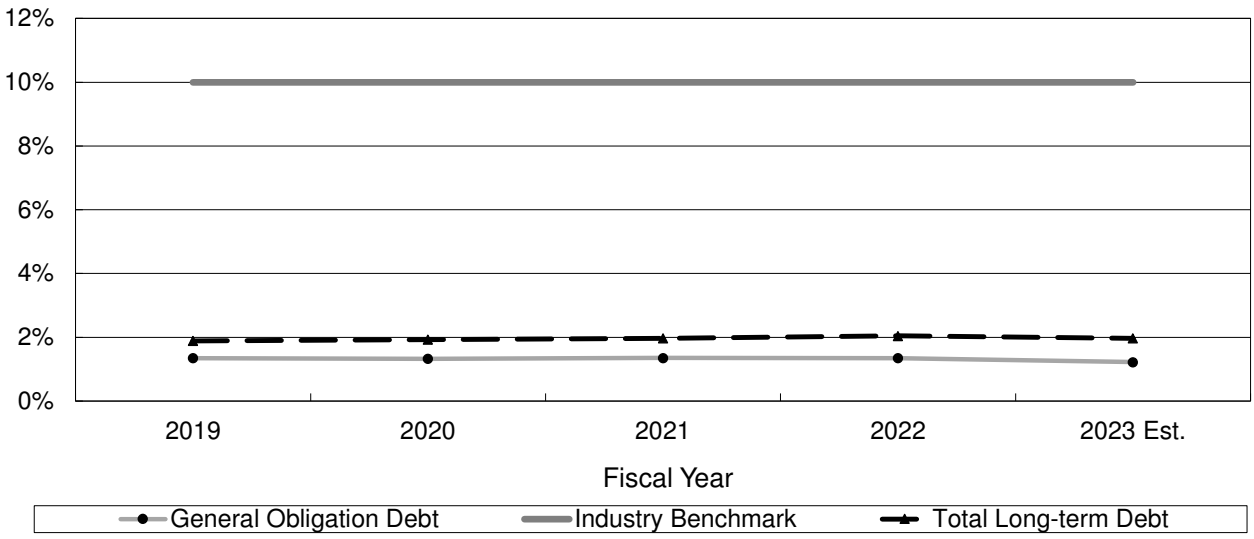
The credit industry considers the following situations negative factors: (1) Short-term debt outstanding at the end of the year exceeding 5 percent of operating revenues including tax anticipation notes (TAN's), but excluding bond anticipation notes (BAN's), and (2) a two-year trend of increasing short-term debt outstanding at the end of the fiscal year (including TANs).

Comment

Overall, current liabilities as a percentage of operating revenues exceeds the industry standard. The increase in FY2021 is due to the impact of skipping the tax sale due to COVID-19.

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:	2019	2020	2021	2022	2023 Est.
General Obligation Long -Term Debt	$244,475,231	$250,394,959	$264,310,985	$273,427,676	$262,272,695
Total Long-term Debt	$342,425,000	$363,900,000	$385,115,000	$415,495,000	$423,635,000
Assessed Valuation	$18,178,356,189	$18,855,805,975	$19,597,488,857	$20,369,321,376	$21,533,658,095
Debt as a % of Assessed Valuation:					
General Obligation Debt	1.3%	1.3%	1.3%	1.3%	1.2%
Total Debt Outstanding	1.9%	1.9%	2.0%	2.0%	2.0%
Increase/(decrease) from prior year:					
Ratio of General Obligation Debt to Assessed Value	-1.6%	-1.3%	1.6%	-0.5%	-9.3%
Ratio of Total Debt to Assessed Value	2.2%	2.5%	1.8%	3.8%	-3.6%

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

Comment

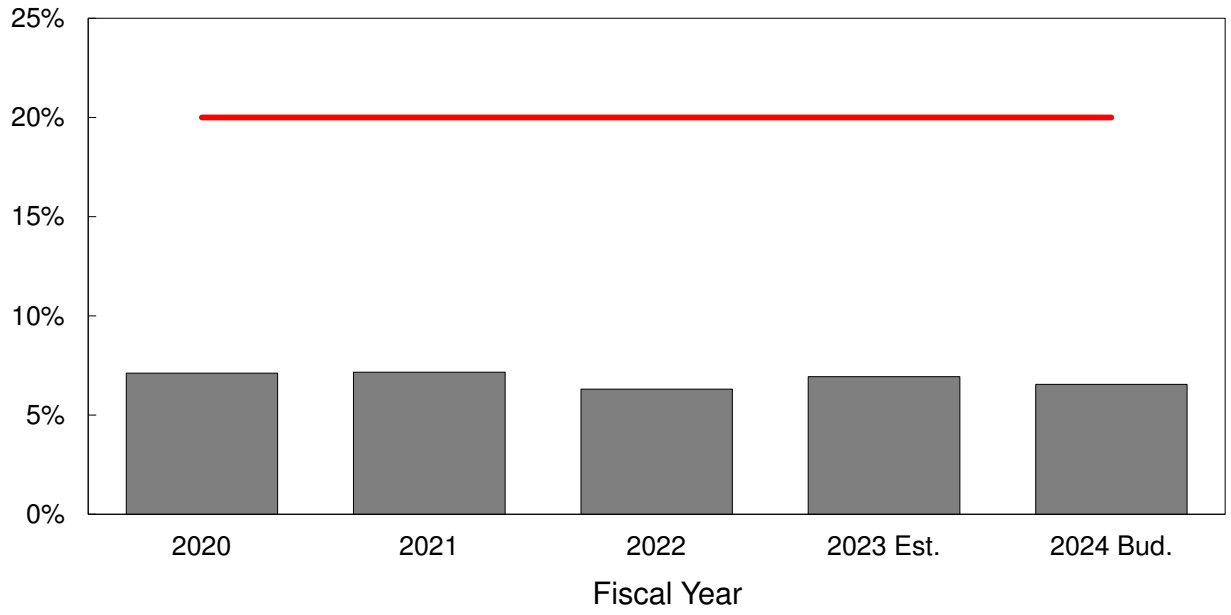
The County continues to be well below the industry benchmark for debt to assessed value ratios. The County's long range fiscal planning for capital project financing significantly contributes to the favorable debt ratios.

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:	2020	2021	2022	2023 Est.	2024 Bud.
Debt Service	$30,005,444	$32,639,864	$31,589,383	$33,824,237	$32,798,400
Operating Revenues	$421,600,511	$455,945,500	$501,181,885	$487,195,224	$500,320,300
Net direct long-term debt service as a percentage of operating revenues	7.1%	7.2%	6.3%	6.9%	6.6%

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

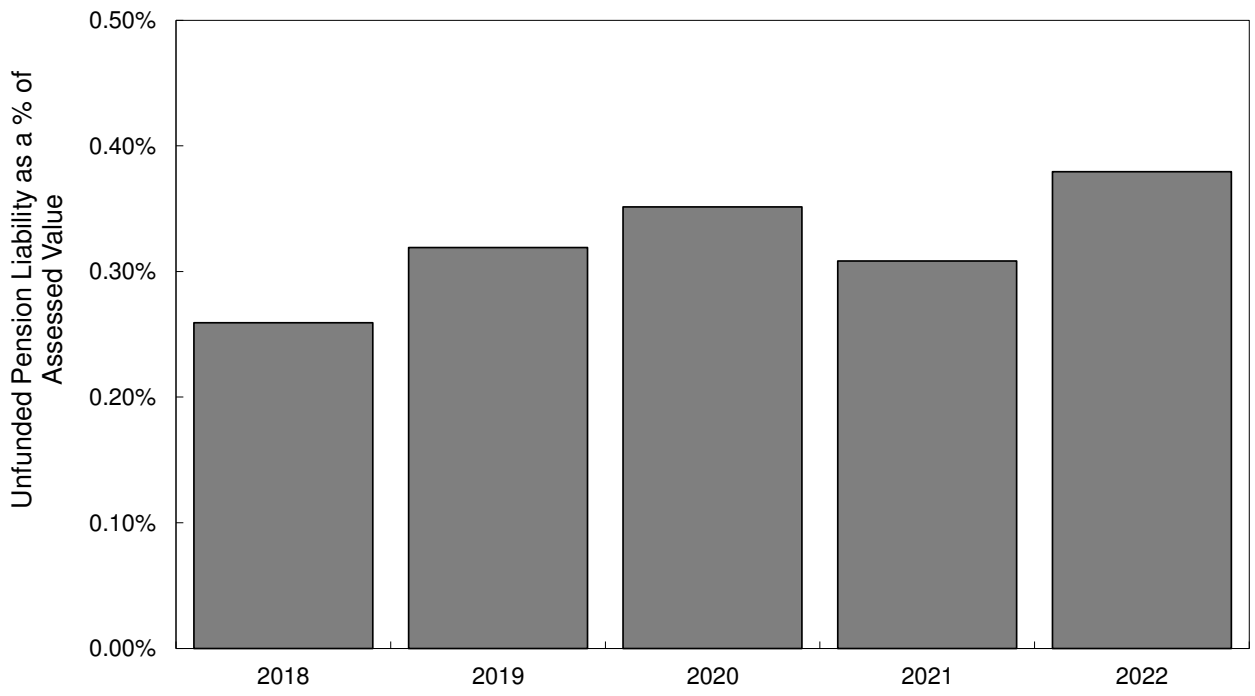
- Debt service exceeding 20% of operating revenues is considered a potential problem.
- Debt service of 10% is considered acceptable.

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:	2018	2019	2020	2021	2022
Unfunded Pension Liability	$45,503,230	$57,965,734	$66,240,544	$60,438,187	$77,252,227
Assessed Valuation	$17,552,163,533	$18,178,356,189	$18,855,805,975	$19,597,488,857	$20,369,321,376
Unfunded Pension Liability as a % of Assessed Value	0.26%	0.32%	0.35%	0.31%	0.38%

Description

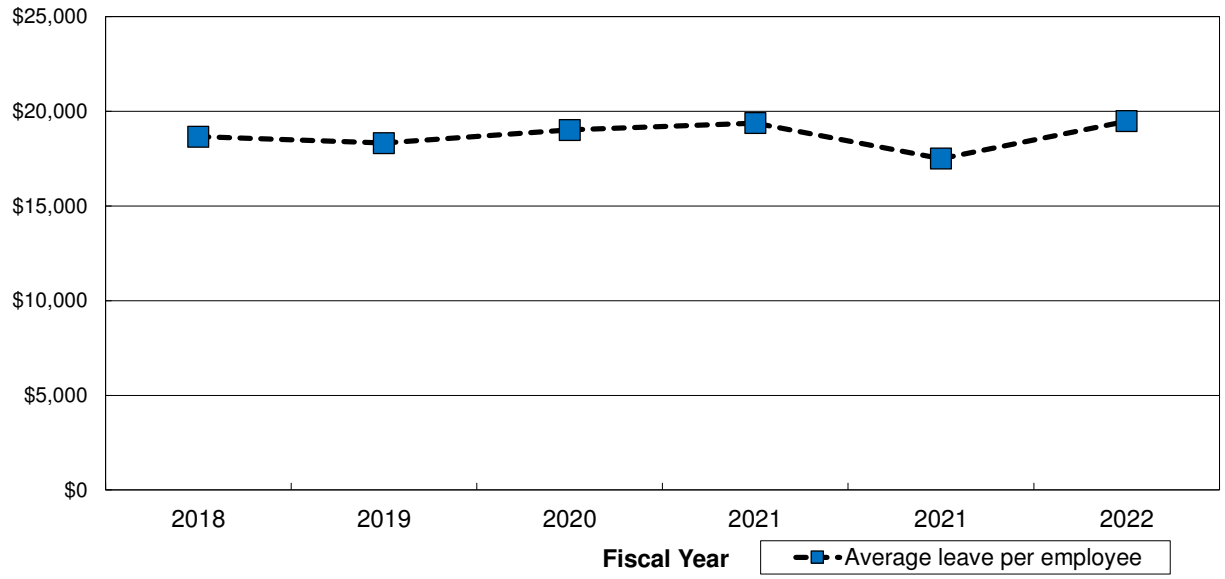
Growth in the unfunded liability for vested benefits places an increasing burden on the tax base. The significance of this burden in relation to the community's ability to pay can be measured by comparing the unfunded liability to changes in assessed valuation, as would be the case when property taxes 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:	2018	2019	2020	2021	2022
Accumulated Employee Leave*	$22,259,496	$22,397,795	$23,908,273	$24,792,551	$26,151,765
% change over prior year	0.4%	0.6%	6.7%	3.7%	16.8%
Full-time Employees	1,193	1,222	1,257	1,279	1,343
Average leave per employee	$18,664	$18,329	$19,020	$19,378	$19,480

* excludes employee sick leave which is not payable upon termination

Description

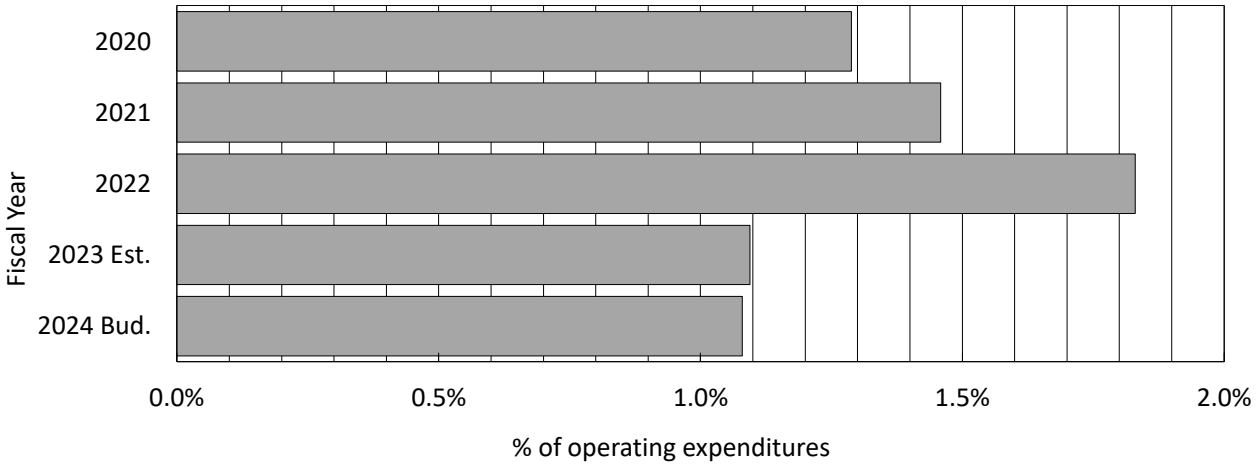
Local governments usually allow their employees to accumulate some portion of unused employee leave to be paid at termination or retirement. Although leave benefits initially represent only the opportunity cost of not having work performed, these benefits become a real cost when employees are actually 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: $\frac{\text{Capital outlay from operating funds}}{\text{Net operating expenditures}}$

Fiscal Year:	2020	2021	2022	2023 Est.	2024 Bud.
Capital outlay purchases	$2,476,975	$3,803,796	$6,123,769	$2,877,412	$3,487,700
Bank Financing agreements to purchase equipment	$2,843,000	$2,442,200	$2,202,500	$2,579,200	$2,206,800
Operating expenditures and transfers	$413,034,801	$428,156,088	$454,882,644	$498,521,417	$527,238,100
Capital purchases as a % of operating expenditures	1.3%	1.5%	1.8%	1.1%	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.

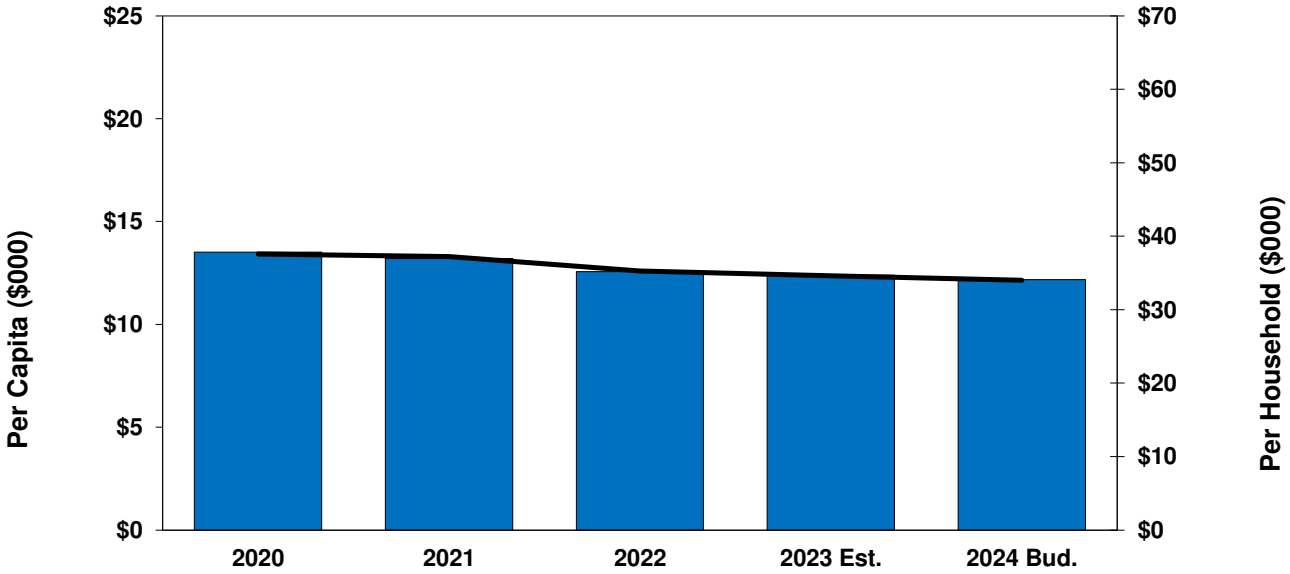
If this ratio declines in the short run (one to three years), it may mean that the local government's needs are temporarily satisfied, since most equipment lasts more than one year. A decline persisting over three or more years can indicate that capital outlay needs are being deferred, which can result 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.

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:	2020	2021	2022	2023 Est.	2024 Bud.
Adjusted Gross Income	$5,868,206,519	$6,021,433,077	$6,202,076,100	$6,388,138,400	$6,579,782,600
Consumer Price Index	2.660	2.736	2.925	3.029	3.135
Adjusted Gross Income (in constant dollars)	$2,206,474,247	$2,200,792,052	$2,120,056,231	$2,109,159,656	$2,099,098,709
Population	163,257	166,617	168,698	170,102	172,327
Income per Capita (in constant dollars)	$13,515	$13,209	$12,567	$12,399	$12,181
Households	58,682	59,107	60,108	60,921	61,718
Income per Household (in constant dollars)	$37,601	$37,234	$35,271	$34,621	$34,011

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

	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 ACTUAL
Assets					
Cash	22,347,723	21,959,335	19,779,390	43,901,317	41,010,366
Short-term Investments	212,357,528	245,360,470	270,725,426	283,713,050	373,537,891
Total Liquid Assets	$234,705,251	$267,319,805	$290,504,816	$327,614,367	$414,548,257
Property Tax Receivable	4,675,311	5,153,487	5,347,056	3,611,026	3,886,837
Accounts & Notes Receivable	35,372,616	45,039,381	59,260,971	70,870,974	93,041,959
Inventory	1,808,585	1,709,175	2,014,207	1,849,069	2,167,812
Other Assets	1,606,616	1,306,236	1,621,223	2,317,522	5,145,925
Total Other Assets	$43,463,128	$53,208,279	$68,243,457	$78,648,591	$104,242,533
Total Assets	**$278,168,380**	**$320,528,084**	**$358,748,273**	**$406,262,958**	**$518,790,790**
Liabilities					
Vouchers Payable	1,125,547	1,486,613	1,336,360	1,265,789	2,718,599
Accrued Expenditures	2,532,723	2,483,005	3,340,633	3,865,784	9,598,557
Unearned Revenues	121,289	112,324	13,934	51,757	43,238
Due to other funds	145,290,063	164,732,117	183,991,780	185,496,138	220,121,649
Other Liabilities	3,355,500	2,610,489	2,070,605	5,584,840	5,818,999
Payable from restricted assets	1,291,876	1,075,352	1,145,343	1,437,702	1,191,973
Total Liabilities	**$153,716,998**	**$172,499,900**	**$191,898,655**	**$197,702,010**	**$239,493,015**
Deferred Inflows of Resources[1]					
Unavailable Revenue	31,527,386	39,177,258	46,755,033	55,995,691	77,761,475
Fund Equity					
Nonspendable Fund Balance	2,222,832	1,835,020	2,508,902	2,724,503	2,485,410
Restricted Fund Balance	2,077,132	96,114	110,670	125,131	139,469
Committed Fund Balance	75,024,127	92,542,994	107,865,627	138,751,719	185,677,785
Assigned Fund Balance	6,637,351	6,516,854	8,017,227	8,654,804	9,558,227
Unassigned Fund Balance	6,962,553	7,859,944	1,592,159	2,309,099	3,675,406
Total Fund Balance	**$92,923,995**	**$108,850,926**	**$120,094,585**	**$152,565,256**	**$201,536,298**
Total Liabilities & Fund Equity	**$278,168,379**	**$320,528,084**	**$358,748,273**	**$406,262,958**	**$518,790,790**

[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

	FY20 ACTUAL	FY21 ACTUAL	FY22 ACTUAL	FY23 ESTIMATE	FY24 BUDGET
Revenues					
Property Tax	230,152,790	243,159,148	248,087,176	254,760,331	266,589,400
Income Tax	139,535,615	159,808,519	171,197,766	164,141,000	169,000,000
Local Tax	28,440,016	33,186,451	56,315,986	30,110,203	26,240,000
Licenses & Permits	931,397	1,078,733	1,074,019	1,130,796	1,046,000
Charges for Services	8,355,133	8,561,322	9,755,639	10,563,523	10,626,500
Interest	4,567,645	465,906	626,477	13,389,000	13,500,000
Miscellaneous	5,412,246	5,314,352	9,517,839	7,280,625	7,888,700
Total Local Operating	**$417,394,842**	**$451,574,431**	**$496,574,903**	**$481,375,478**	**$494,890,600**
Highway User Tax	2,066,341	2,190,830	2,298,400	2,363,200	2,830,000
Intergovernmental	2,139,328	2,180,239	2,308,582	3,456,546	2,599,700
Total Non-Local Operating	**$4,205,669**	**$4,371,069**	**$4,606,982**	**$5,819,746**	**$5,429,700**
Gross Operating Revenues	**$421,600,511**	**$455,945,500**	**$501,181,885**	**$487,195,224**	**$500,320,300**
Expenditures					
Salaries & Wages	89,290,187	93,205,124	102,793,844	101,312,750	124,789,100
Fringe Benefits	38,345,146	40,513,089	44,045,338	46,496,999	53,960,600
Supplies	5,383,284	5,903,384	6,886,796	7,019,530	8,043,400
Other Services & Charges	22,747,046	24,393,281	27,279,881	32,025,097	38,062,600
Capital Outlay	2,476,975	3,803,796	6,123,769	2,877,412	3,487,700
Debt Service	30,005,444	32,639,864	31,589,383	33,824,237	32,798,400
Agency Funding	4,484,535	4,316,927	5,139,282	6,764,186	5,335,700
Education	206,809,750	210,035,968	215,191,600	228,128,500	234,868,400
Total Operating Expenditures	**$399,542,367**	**$414,811,433**	**$439,049,894**	**$458,448,711**	**$501,345,900**
Excess / (Deficiency) Revenues over Expenditures	**$22,058,144**	**$41,134,066**	**$62,131,991**	**$28,746,513**	**($1,025,600)**

Income Statement - Cont'd

	FY20 ACTUAL	FY21 ACTUAL	FY22 ACTUAL	FY23 ESTIMATE	FY24 BUDGET
Other Financing Sources/(Uses)					
Operating Transfers In	2,677,950	2,731,376	2,671,800	2,545,000	1,500,000
Bond Premium	0	1,196,131	0	0	0
Refunded Debt Proceeds	0	753,754	0	0	0
TRANSFERS OUT:					
Capital Project Fund	(4,350,400)	(3,105,580)	(5,079,378)	(29,288,690)	(13,379,000)
Special Revenue Fund	(5,053,517)	(5,872,650)	(5,269,683)	(5,497,546)	(6,663,200)
Trust & Agency Fund	(2,756,419)	(2,994,525)	(4,700,000)	(5,075,000)	(5,700,000)
Enterprise Fund	(1,332,098)	(1,371,900)	(783,689)	(211,470)	(150,000)
Excess (Deficiency) Revenues over Expenditures & Other Uses	**$11,243,660**	**$32,470,671**	**$48,971,041**	**($8,781,193)**	**($25,417,800)**
Fund Balance					
Beginning Balance	108,850,925	120,094,585	152,565,256	201,536,297	192,755,104
Ending Balance	**$120,094,585**	**$152,565,256**	**$201,536,297**	**$192,755,104**	**$167,337,304**

FY24 Budget gain/loss consists of:	
Contingency	$124,000
Fund Balance Appropriation	(25,541,800)
	($25,417,800)

Debt Service

DEBT SERVICE

Most major capital outlays are too expensive to fund with the current year's 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 results 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 taxpayers, 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 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 FY2023, 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 ensuring 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 bond.

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 17-207 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 $137,458,100 in authority for future issues generally designated as follows:

Public Facilities	$129,220,100
Detention Center Facilities	3,180,000
Landfill Facilities	5,058,000
Total	**$137,458,100**

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.

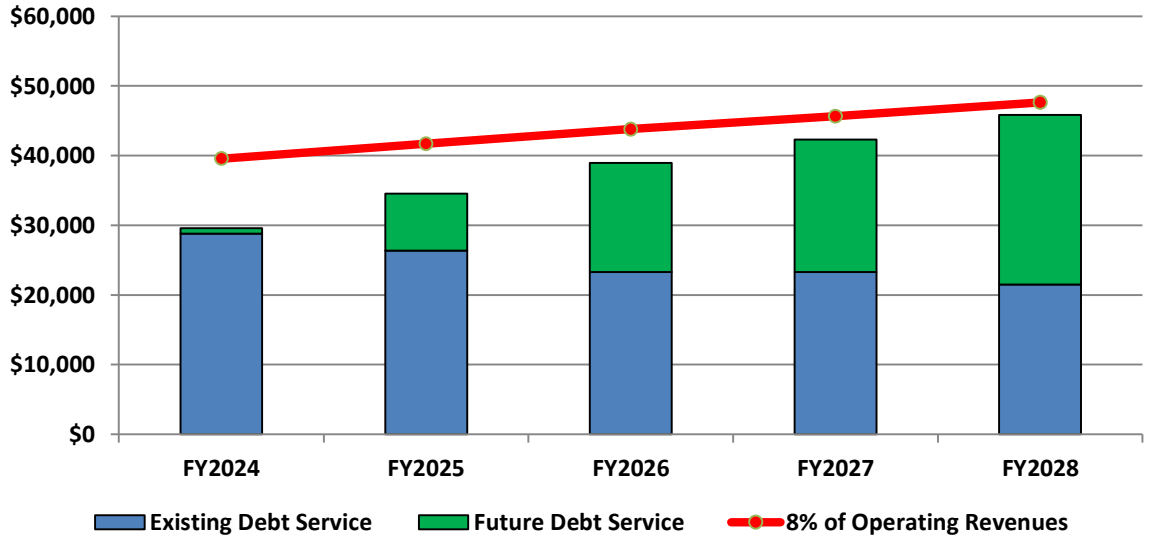
The principal amount of outstanding bonds relating to such improvements in any special taxing district cannot exceed 10% of the total value of the property assessed for County taxation purposes. The respective special taxing districts are as follows:

	Market Value*	Outstanding Principal Amount**	% of Market Value
Waldorf Special Taxing District	$9,691,532,589	$40,320,723	0.42%
Mattawoman Special Taxing District	5,390,567,651	76,168,527	1.41%
Special Taxing District Number Three	7,679,703,365	17,397,381	0.23%
Total	**$22,761,803,605**	**$133,886,631**	**0.59%**

**As of July 1, 2023* ***As of June 30, 2023*

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		
2025	$37,880,000	$13,676,411	$51,556,411	$346,260,000	90.1%
2026	33,600,000	12,068,886	45,668,886	312,660,000	81.4%
2027	34,450,000	10,560,361	45,010,361	278,210,000	72.4%
2028	32,735,000	9,024,261	41,759,261	245,475,000	63.9%
2029	29,605,000	7,817,518	37,422,518	215,870,000	56.2%
2030	24,705,000	6,718,499	31,423,499	191,165,000	49.8%
2031	23,435,000	5,744,989	29,179,989	167,730,000	43.7%
2032	20,890,000	4,859,836	25,749,836	146,840,000	38.2%
2033	18,885,000	4,123,032	23,008,032	127,955,000	33.3%
2034	16,680,000	3,558,409	20,238,409	111,275,000	29.0%
2035	14,580,000	3,126,574	17,706,574	96,695,000	25.2%
2036	12,100,000	2,766,090	14,866,090	84,595,000	22.0%
2037	10,065,000	2,455,357	12,520,357	74,530,000	19.4%
2038	7,255,000	2,180,039	9,435,039	67,275,000	17.5%
2039	5,240,000	1,980,016	7,220,016	62,035,000	16.1%
2040	5,320,000	1,832,501	7,152,501	56,715,000	14.8%
2041	5,400,000	1,680,986	7,080,986	51,315,000	13.4%
2042	5,365,000	1,525,784	6,890,784	45,950,000	12.0%
2043	5,400,000	1,367,139	6,767,139	40,550,000	10.6%
2044	5,410,000	1,203,577	6,613,577	35,140,000	9.1%
2045	5,380,000	1,038,266	6,418,266	29,760,000	7.7%
2046	5,130,000	875,520	6,005,520	24,630,000	6.4%
2047	5,115,000	714,338	5,829,338	19,515,000	5.1%
2048	4,875,000	556,566	5,431,566	14,640,000	3.8%
2049	4,495,000	407,575	4,902,575	10,145,000	2.6%
2050	3,755,000	278,603	4,033,603	6,390,000	1.7%
2051	2,870,000	176,666	3,046,666	3,520,000	0.9%
2052	2,365,000	91,800	2,456,800	1,155,000	0.3%
2053	1,155,000	25,988	1,180,988	0	0.0%
	$384,140,000	$102,435,587	$486,575,587		

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 Asset Financing associated with each type of fund. Capital asset financing 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 2023 Bond Issue is unknown at this time and is not included in this schedule. The FY2024 Capital Asset Financing is being estimated as the bank financing hasn't been secured.

FY2024 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-24 PRINCIPAL	FY-24 INTEREST	FY-24 TOTAL	PRINCIPAL OUTSTANDING
GENERAL FUND						
2013 Public Improvement Bond	2029	3.000-5.000	174,455	3,332	177,787	0
2014 Public Improvement Bond	2030	3.000-5.000	149,195	37,666	186,861	1,027,931
2015 PIB refunding	2029	2.000-4.000	166,564	38,511	205,075	943,179
2015 Public Improvement Bond	2031	3.000-5.000	362,983	27,026	390,009	781,229
2016 Public Improvement Bond	2027	3.000-5.000	409,982	171,321	581,303	4,077,859
2017 Public Improvement Bond	2028	3.000-5.000	216,674	92,016	308,690	2,423,619
2017 Public Improvement Bond	2048	2.250-5.000	23,000	29,243	52,243	878,000
2017 PIB refunding	2044	2.000-5.300	546,486	126,495	672,981	2,064,092
2018 Public Improvement Bond	2034	3.375-5.000	590,172	366,554	956,726	7,788,103
2019 Public Improvement Bond	2035	2.500-5.000	591,250	407,189	998,439	8,803,438
2020 Public Improvement Bond	2036	1.750-4.000	384,795	188,140	572,935	6,401,586
2020 PIB refunding	2031	2.000-2.450	178,908	63,495	242,403	2,538,173
2021 Public Improvement Bond	2037	1.500-5.000	543,714	381,225	924,939	9,939,286
2022 Public Improvement Bond	2038	5.000-5.000	358,091	381,048	739,139	7,441,909
Subtotal Board of Education			$4,696,269	$2,313,261	$7,009,530	$55,108,404
2013 Public Improvement Bond	2029	3.000-5.000	19,837	379	20,216	0
2014 Public Improvement Bond	2030	3.000-5.000	215,655	54,444	270,099	1,485,828
2015 Public Improvement Bond	2031	3.000-5.000	131,994	9,827	141,821	284,083
2016 Public Improvement Bond	2032	2.250-5.000	12,444	5,200	17,644	123,778
2017 Public Improvement Bond	2033	2.250-5.000	6,063	2,575	8,638	67,813
2017 PIB refunding	2044	2.000-5.300	501,683	86,824	588,507	1,286,988
2018 Public Improvement Bond	2034	3.375-5.000	56,207	34,910	91,117	741,724
2019 Public Improvement bond	2035	2.500-5.000	53,750	37,017	90,767	800,313
2020 Public Improvement Bond	2036	1.750-4.000	25,653	12,543	38,196	426,772
2020 PIB refunding	2031	2.000-2.450	61,199	22,932	84,131	917,059
2021 Public Improvement Bond	2037	1.500-5.000	261,971	183,681	445,652	4,788,929
2022 Public Improvement Bond	2038	5.000-5.000	114,773	122,131	236,904	2,385,227
Subtotal College of Southern MD			$1,461,229	$572,463	$2,033,692	$13,308,514
2013 Public Improvement Bond	2029	3.000-5.000	9,848	188	10,036	0
2014 Public Improvement Bond	2030	3.000-5.000	44,691	11,283	55,974	307,912
2015 PIB refunding	2029	2.000-4.000	356,609	82,450	439,059	2,019,321
2015 Public Improvement Bond	2031	3.000-5.000	25,409	1,892	27,301	54,686
2017 Public Improvement Bond	2033	2.250-5.000	57,351	24,356	81,707	641,506
2017 PIB refunding	2044	2.000-5.300	16,915	4,347	21,262	73,911
2018 Public Improvement Bond	2034	3.375-5.000	56,488	35,084	91,572	745,433
2019 Public Improvement bond	2035	2.500-5.000	373,455	257,195	630,650	5,560,571
2020 Public Improvement Bond	2036	1.750-4.000	240,215	117,450	357,665	3,996,297
2020 PIB refunding	2031	2.000-2.450	1,676	4,004	5,680	161,052
2021 Public Improvement Bond	2037	1.500-5.000	482,917	338,597	821,514	8,827,893
2022 Public Improvement Bond	3038	5.000-5.000	60,600	64,485	125,085	1,259,400
Subtotal Public Safety			$1,726,174	$941,331	$2,667,505	$23,647,982

FY2024 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-24 PRINCIPAL	FY-24 INTEREST	FY-24 TOTAL	PRINCIPAL OUTSTANDING
2013 Public Improvement Bond	2029	3.000-5.000	199,146	3,804	202,950	0
2014 Public Improvement Bond	2030	3.000-5.000	159,097	40,165	199,262	1,096,148
2015 Public Improvement Bond	2031	3.000-5.000	916,623	211,930	1,128,553	5,190,435
2015 Taxable Bond	2031	3.000-3.450	184,329	13,725	198,054	396,722
2016 Public Improvement Bond	2027	3.000-5.000	178,353	2,675	181,028	0
2016 Public Improvement Bond	2032	2.250-5.000	8,935	1,697	10,632	29,476
2017 Public Improvement Bond	2028	3.000-5.000	193,884	81,019	274,903	1,928,458
2017 Public Improvement Bond	2033	2.250-5.000	7,511	1,893	9,404	34,114
2017 PIB refunding	2044	2.000-5.300	285,301	121,161	406,462	3,191,256
2018 Public Improvement Bond	2034	3.375-5.000	1,236,558	207,371	1,443,929	3,253,657
2019 Public Improvement Bond	2035	2.500-5.000	258,552	160,586	419,138	3,411,931
2020 Public Improvement Bond	2036	1.750-4.000	201,670	138,888	340,558	3,002,773
2020 PIB refunding	2031	2.000-2.450	103,535	50,622	154,157	1,722,453
2020 PIB refunding	2031	2.000-2.000	273,707	39,676	313,383	1,569,095
2021 Public Improvement Bond	2037	1.500-5.000	12,740	28,918	41,658	1,439,560
2022 Public Improvement Bond	2038	5.000-5.000	144,826	101,544	246,370	2,647,464
2022 Public Improvement Bond	2038	5.000-5.000	104,673	111,383	216,056	2,175,327
Subtotal General Government			$4,469,438	$1,317,058	$5,786,496	$31,088,869
2013 Public Improvement Bond	2029	3.000-5.000	461,954	8,823	470,777	0
2014 Public Improvement Bond	2030	3.000-5.000	319,753	80,724	400,477	2,203,043
2015 PIB refunding	2029	2.000-4.000	220,061	50,880	270,941	1,246,110
2015 Public Improvement Bond	2031	3.000-5.000	460,394	34,279	494,673	990,882
2015 Public Improvement Bond	2026	3.000-5.000	2,690	240	2,930	5,772
2016 Public Improvement Bond	2027	3.000-5.000	1,064	202	1,266	3,509
2016 Public Improvement Bond	2032	2.250-5.000	261,644	109,334	370,978	2,602,428
2016 Public Improvement Bond	2037	2.250-5.000	40,000	28,881	68,881	745,000
2017 Public Improvement Bond	2033	2.250-5.000	460,750	195,670	656,420	5,153,750
2017 Public Improvement Bond	2038	2.250-5.000	85,000	53,978	138,978	1,555,000
2017 PIB refunding	2044	2.000-5.300	3,779,148	563,605	4,342,753	8,899,686
2018 Public Improvement Bond	2034	3.375-5.000	303,236	188,339	491,575	4,001,602
2018 Public Improvement Bond	2039	3.375-5.000	35,000	35,669	70,669	830,000
2019 Public Improvement Bond	2035	2.500-5.000	268,750	185,086	453,836	4,001,563
2019 Public Improvement Bond	2040	2.500-5.000	35,000	33,219	68,219	865,000
2020 Public Improvement Bond	2036	1.750-4.000	292,444	142,987	435,431	4,865,205
2020 Public Improvement Bond	2041	1.250-4.000	105,000	70,294	175,294	2,700,000
2020 Public Improvement Bond	2031	2.000-2.450	1,509,469	132,662	1,642,131	5,184,419
2021 Public Improvement Bond	2037	1.500-5.000	197,714	138,627	336,341	3,614,286
2021 Public Improvement Bond	2042	1.500-5.000	70,000	59,694	129,694	1,865,000
2022 Public Improvement Bond	2038	5.000-5.000	55,091	58,623	113,714	1,144,909
2022 Public Improvement Bond	2043	4.000-5.000	60,000	91,650	151,650	1,940,000
Subtotal Roads			$9,024,162	$2,263,466	$11,287,628	$54,417,164
TOTAL GENERAL FUND BONDS			$21,377,272	$7,407,579	$28,784,851	$177,570,933
2019 Capital Asset Financing	2024	2.880	311,053	4,488	315,541	0
2020 Capital Asset Financing	2025	1.949	593,189	14,548	607,737	300,936
2021 Capital Asset Financing	2026	0.940	455,294	9,701	464,995	690,992
2021 Energy Conservation Lease	2034	1.915	323,213	91,761	414,974	4,548,885
2022 Capital Asset Financing	2027	0.776	449,407	11,454	460,861	1,138,863
2023 Capital Asset Financing	2028	0.028	494,537	61,556	556,093	1,842,468
2024 Capital Asset Financing Est.	2029	TBD	206,191	33,102	239,293	2,000,609
TOTAL GENERAL FUND OTHER OBLIGATIONS			$2,832,884	$226,610	$3,059,493	$10,522,753
TOTAL GENERAL FUND DEBT			**$24,210,156**	**$7,634,190**	**$31,844,345**	**$188,093,687**

FY2024 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-24 PRINCIPAL	FY-24 INTEREST	FY-24 TOTAL	PRINCIPAL OUTSTANDING
DEBT SERVICE FUND						
2013 Excise Tax Bond	2024	3.000-5.000	595,238	14,881	610,119	0
2014 Excise Tax Bond	2025	4.000-5.000	1,570,000	121,000	1,691,000	1,635,000
2015 Excise Tax Bond	2026	3.000-5.000	560,345	50,086	610,431	1,202,586
2016 Excise Tax Bond	2027	3.000-5.000	504,270	95,790	600,060	1,663,660
2017 Excise Tax Bond	2028	3.000-5.000	2,022,489	509,857	2,532,346	9,185,886
2018 Excise Tax Bond	2029	5.000-5.000	1,440,000	455,250	1,895,250	8,385,000
2019 Excise Tax Bond	2030	5.000-5.000	550,000	211,250	761,250	3,950,000
2020 Excise Tax Bond	2031	4.000-4.000	831,250	301,815	1,133,065	7,129,750
2021 Excise Tax Bond	2032	5.000-5.000	500,000	263,750	763,750	5,025,000
2022 Excise Tax Bond	2033	5.000-5.000	475,000	288,125	763,125	5,525,000
Subtotal Excise Tax			$9,048,592	$2,311,804	$11,360,396	$43,701,882
2013 Taxable Bond	2029	3.000-4.000	250,000	3,750	253,750	0
2015 Non-taxable refunding	2024	2.000-4.000	180,000	7,200	187,200	0
2015 Taxable	2031	3.000-3.450	31,647	475	32,122	0
2015 Public Improvement Bond	2031	3.000-5.000	80,318	5,980	86,298	172,865
2020 Public Improvement Bond	2031	2.000-2.450	5,298	12,656	17,954	509,090
2020 Taxable refunding	2031	2.000-2.000	617,261	83,281	700,542	3,855,440
Subtotal U.S. Home Corporation			$1,164,524	$113,342	$1,277,866	$4,537,395
TOTAL DEBT SERVICE FUND DEBT			**$10,213,116**	**$2,425,146**	**$12,638,262**	**$48,239,277**
INSPECTION & REVIEW						
2019 Capital Asset Financing	2024	2.880	7,780	112	7,892	0
2020 Capital Asset Financing	2025	1.949	37,563	921	38,484	19,057
2023 Capital Asset Financing	2028	0.028	19,174	2,387	21,561	71,436
2024 Capital Asset Financing Est.	2029	TBD	11,212	1,800	13,012	108,788
TOTAL INSPECTION & REVIEW DEBT			$75,729	$5,220	$80,948	$199,281
SOLID WASTE FUND						
2014 Public Improvement Bond	2030	3.000-5.000	27,127	6,848	33,975	186,897
2015 Public Improvement Bond	2031	3.000-5.000	6,599	491	7,090	14,204
2016 Public Improvement Bond	2032	2.250-5.000	6,160	2,574	8,734	61,270
2018 Public Improvement Bond	2034	3.375-5.000	22,483	13,964	36,447	296,690
2019 Public Improvement Bond	2035	2.500-5.000	16,125	11,105	27,230	240,094
2020 Public Improvement Bond	2036	1.750-4.000	12,826	6,271	19,097	213,386
2020 PIB Refunding Tax Exempt	2031	2.000-2.450	435	1,040	1,475	41,832
TOTAL SOLID WASTE BONDS			$91,755	$42,293	$134,048	$1,054,373
2019 Capital Asset Financing	2024	2.880	17,584	254	17,838	0
2020 Capital Asset Financing	2025	1.949	26,757	656	27,413	13,574
2021 Capital Asset Financing	2026	0.940	38,291	816	39,107	58,114
2022 Capital Asset Financing	2027	0.776	59,588	1,519	61,107	151,004
TOTAL SOLID WASTE OTHER OBLIGATIONS			$142,220	$3,245	$145,465	$222,692
TOTAL SOLID WASTE FUND DEBT			$233,975	$45,538	$279,513	$1,277,065

FY2024 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-24 PRINCIPAL	FY-24 INTEREST	FY-24 TOTAL	PRINCIPAL OUTSTANDING
ENVIRONMENTAL SERVICE						
2015 PIB refunding	2029	2.000-4.000	3,649	844	4,493	20,665
2016 Public Improvement Bond	2032	2.250-5.000	4,729	1,976	6,705	47,036
2020 Public Improvement Bond	2036	1.750-4.000	2,565	1,254	3,819	42,677
TOTAL ENVIRONMENTAL SERVICE BONDS			$10,943	$4,074	$15,017	$110,378
2020 Capital Asset Financing	2025	1.949	11,320	278	11,598	5,743
2021 Capital Asset Financing	2026	0.940	50,075	1,067	51,142	75,997
2023 Capital Asset Financing	2028	0.028	8,628	1,074	9,702	32,146
TOTAL ENVIRONMENTAL SERVICE OTHER OBLIGATION			$70,023	$2,419	$72,442	$113,886
TOTAL ENVIRONMENTAL SERVICE DEBT			$80,966	$6,493	$87,459	$224,263
WATERSHED PROTECTION AND RESTORATION FUND (WPRF)						
2013 Public Improvement Bond	2044	3.000-5.000	39,054	3,742	42,796	0
2014 Public Improvement Bond	2045	3.000-5.000	75,000	34,559	109,559	1,038,158
2015 PIB refunding	2029	2.000-4.000	28,160	6,511	34,671	159,456
2015 Public Improvement Bond	2046	3.000-5.000	47,368	15,756	63,124	102,632
2016 Public Improvement Bond	2047	2.250-5.000	109,639	155,098	264,737	4,169,494
2016 Public Improvement Bond	2032	2.250-5.000	2,676	1,118	3,794	26,612
2017 Public Improvement Bond	2033	2.250-5.000	2,122	901	3,023	23,734
2017 Public Improvement Bond	2048	2.250-5.000	109,595	139,341	248,936	4,183,670
2017 PIB refunding	2044	2.000-5.300	211,230	46,422	257,652	1,807,433
2018 Public Improvement Bond	2039	3.375-5.000	98,333	187,913	286,246	4,545,000
2019 Public Improvement Bond	2050	3.375-5.000	120,000	183,539	303,539	5,553,158
2020 Public Improvement Bond	2036	1.750-4.000	5,182	2,534	7,716	86,208
2020 Public Improvement Bond	2051	1.250-4.000	74,283	84,315	158,598	3,488,278
2020 PIB Refunding Tax Exempt	2046	2.000-2.450	78,871	49,190	128,061	3,270,135
2021 Public Improvement Bond	2052	1.500-5.000	68,704	94,241	162,945	3,365,833
2022 Public Improvement Bond	2038	5.000-5.000	2,755	2,931	5,686	57,245
2022 Public Improvement Bond	2053	4.000-5.000	93,000	269,246	362,246	5,907,000
TOTAL WPRF BONDS			$1,165,972	$1,277,357	$2,443,329	$37,784,046
WATERSHED PROTECTION AND RESTORATION FUND (WPRF)						
2020 Capital Asset Financing	2025	1.949	15,026	368	15,394	7,623
2022 Capital Asset Financing	2027	0.776	84,666	2,158	86,824	214,557
TOTAL WPRF OTHER OBILIGATIONS			$99,692	$2,526	$102,218	$222,180
TOTAL WPRF DEBT			$1,265,664	$1,279,883	$2,545,547	$38,006,226
WATER & SEWER						
2013 Public Improvement Bond	2029	3.000-5.000	154,759	2,956	157,715	0
2013 Public Improvement Bond	2024	3.000-5.000	154,762	3,869	158,631	0
2013 Public Improvement Bond	2044	3.000-5.000	45,946	4,402	50,348	0
2014 Public Improvement Bond	2030	3.000-5.000	264,483	66,771	331,254	1,822,241
2014 Public Improvement Bond	2045	3.000-5.000	115,000	52,991	167,991	1,591,842
2015 PIB refunding	2029	2.000-4.000	338,333	78,225	416,558	1,915,833
2015 Public Improvement Bond	2026	3.000-5.000	86,966	7,773	94,739	186,641
2015 Public Improvement Bond	2046	3.000-5.000	192,975	14,368	207,343	415,330
2015 Public Improvement Bond	2031	3.000-5.000	42,632	14,180	56,812	92,368
2016 Public Improvement Bond	2027	3.000-5.000	70,732	13,436	84,168	233,355
2016 Public Improvement Bond	2047	2.250-5.000	60,361	85,389	145,750	2,295,506

FY2024 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-24 PRINCIPAL	FY-24 INTEREST	FY-24 TOTAL	PRINCIPAL OUTSTANDING
WATER & SEWER CONTINUED						
2016 Public Improvement Bond	2032	2.250-5.000	228,480	95,476	323,956	2,272,560
2017 Public Improvement Bond	2033	2.250-5.000	426,739	181,226	607,965	4,773,322
2017 Public Improvement Bond	2048	2.250-5.000	97,405	123,842	221,247	3,718,330
2017 PIB refunding	2044	2.000-5.300	1,687,980	302,582	1,990,562	7,924,234
2018 Public Improvement Bond	2034	3.375-5.000	342,862	212,950	555,812	4,524,517
2018 Public Improvement Bond	2039	3.375-5.000	196,667	375,825	572,492	9,090,000
2019 Public Improvement Bond	2035	2.500-5.000	215,000	148,069	363,069	3,201,250
2019 Public Improvement Bond	2050	3.375-5.000	260,000	397,667	657,667	12,031,842
2020 Public Improvement Bond	2031	4.000-4.000	43,750	15,885	59,635	375,250
2020 Public Improvement Bond	2036	1.750-4.000	307,785	150,487	458,272	5,120,415
2020 Public Improvement Bond	2051	1.250-4.000	170,717	193,772	364,489	8,016,722
2020 PIB Refunding Tax Exempt	2046	2.000-2.450	40,437	94,459	134,896	5,064,145
2021 Public Improvement Bond	2037	1.500-5.000	98,857	69,314	168,171	1,807,143
2021 Public Improvement Bond	2052	1.500-5.000	461,296	632,759	1,094,055	22,599,167
2022 Public Improvement Bond	2038	5.000-5.000	314,018	334,150	648,168	6,525,982
2022 Public Improvement Bond	2053	4.000-5.000	217,000	628,241	845,241	13,783,000
TOTAL WATER & SEWER BONDS			$6,635,942	$4,301,064	$10,937,006	$119,380,995
Revolving Loan (BNR)	2026	1.200	805,593	29,351	834,944	1,640,304
2019 Capital Asset Financing	2024	2.880	45,185	652	45,837	0
2020 Capital Asset Financing	2025	1.949	117,876	2,891	120,767	59,801
2021 Capital Asset Financing	2026	2.000	489,280	10,425	499,705	742,571
2022 Capital Asset Financing	2027	0.776	65,741	1,675	67,416	166,597
2023 Capital Asset Financing	2028	0.028	185,643	23,107	208,750	691,640
2024 Capital Asset Financing Est.	2029	TBD	169,050	27,140	196,190	1,639,950
TOTAL WATER & SEWER OTHER OBLIGATIONS			$1,878,369	$95,240	$1,973,609	$4,940,862
TOTAL WATER & SEWER DEBT			$8,514,311	$4,396,304	$12,910,615	$124,321,857
TOTAL ALL FUNDS						
TOTAL BONDS - EXISTING			$39,495,000	$15,457,513	$54,952,512	$384,140,000
TOTAL OTHER OBLIGATIONS			5,098,917	335,258	5,434,174	16,221,652
TOTAL DEBT SERVICE OBLIGATIONS			**$44,593,917**	**$15,792,771**	**$60,386,686**	**$400,361,652**

NOTE: The size of pending 2023 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 2022, in various debt and property value ratios, and an estimate for the fiscal year ending June 30, 2023 and 2024.

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
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	166,617	19,597,488,857	117,620	203,082,707	1.04	1,218.86
2022	168,698	20,369,321,376	120,744	216,141,024	1.06	1,281.23
2023 Est.	170,102	21,533,658,095 [3]	126,593	190,736,217	0.89	1,121.30
2024 Est.	172,327	22,592,391,027 [3]	131,102	186,093,073 [4]	0.82	1,079.88

(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 2023 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
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	421,600,511	6.1%
2021.....	32,639,865	27,194,711	455,945,500	6.0%
2022….....	31,673,900	28,158,800	441,132,800	6.4%
2023 Budget.....	34,191,200	30,908,500	470,534,600	6.6%
2024 Budget.....	33,106,400	29,609,900	500,320,300	5.9%

(1) Total Debt Service includes debt payments for capital asset financing, 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 materially accurate 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 County 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 EQUIVALENTS: 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.

COMMUNITY DEVELOPMENT BLOCK GRANT: A grant that countries in Maryland compete for. This grant invests money into Charles County to fund housing revitalization, economic development and community facilities.

COMMUNITY OPTIONS WAIVER: This waiver will allow persons with disabilities receive skilled nursing or other services in their home, instead of in a nursing center.

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.

DEFICIT: The amount by which something, especially a sum of money, is too small.

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 another asset.

DIVISION: A discrete part of an agency or County Department that operates with a more specified purpose.

GLOSSARY

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.

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.

GOVERNMENT ALLIANCE ON RACE AND EQUITY: GARE is a national network of governments working to achieve racial equity and advance opportunities for all.

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.

GLOSSARY

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.

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.

J

JUSTICE EQUITY DIVERSITY AND INCLUSION: JEDI is the consideration of diversity, equity, and inclusion in every facet of the work of public servants; creating equitable opportunities for all residents; embracing diversity; and addressing disparities.

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.

LOCAL ASSISTANCE AND TRIBAL CONSISTENCY FUND: This fund was created to ensure revenues of federal aid given to local recipients is more stable. Established by section 605 of the Social Security Act.

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.

MARYLAND ACCESS POINT: This is a service that acts as a resource center. MAP will deliver access to information and long-term care counseling to help people who have chronic medical conditions or permanent disabilities.

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 POLLUTANT 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.

GLOSSARY

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.

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.

Public Improvement Bonds: A debt security that municipalities use to finance public works facilities and improvements. This is a bond that must fund a project that benefits the public at large and not private industries.

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.

SURPLUS: An amount of something left over when requirements have been met; an excess.

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.

GLOSSARY

TARGETED INDUSTRIES INCENTIVE LOAN FUND: This fund will be used to create a program that finances business moving or expansion costs into Charles County. This fund will be a self-sustaining through these loans.

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.

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
AHSP:	Accessible Homes for Seniors Program
ALS:	Advanced Life Support
APFO:	Adequate Public Facilities Ordinance
APF:	Adequate Public Facilities
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
BOCC:	Board of County Commissioners
BOE:	Board of Education
BMP:	Best Management Practices
BPW:	Board of Public Works
BRAC:	Base Realignment and Closure
BWC:	Body Worn Camera

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
CINA:	Children In Need of Assistance
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
CPAS:	Community Personal Assistance Services
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

ACRONYMS/ABBREVIATIONS

DEI	Diversity, Equity, and Inclusion
DHCD:	Department of Housing and Community Development
DHR:	Department of Human Resources
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
FSS:	Forensic Science Section
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

ACRONYMS/ABBREVIATIONS

I

IAC:	Interagency Committee on School Construction
IACP:	International Association of Chiefs of Police
ICC:	International Code Council
ICMA:	International City/County Management Association
IH:	Indian Head
IT:	Information Technology
IVR:	Interactive Voice Response

J

JDC:	Juvenile Drug Court
JEDI:	Justice Equity Diversity and Inclusion
JLUS:	Joint Land Use Study

L

LATCF:	Local Assistance and Tribal Consistency Fund
LEED:	Leadership in Energy and Environmental Design
LFG:	Landfill Gas System
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
MASSB:	Maryland Association of Social Services Boards
Matt.:	Mattawoman
MBE:	Minority Business Enterprise
MD:	Maryland
MDE:	Maryland Department of the Environment
MDOT:	Maryland Department of Transportation
MD-PACE:	Maryland's Commercial Property Assessed Clean Energy
MGD:	Millions of Gallons per Day
MHFA:	Mental Health First Aid
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
MS4:	Municipal Separate Storm Sewer System
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

ACRONYMS/ABBREVIATIONS

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

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

SERT: Specialize Emergency Response Training

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

SMRT: Southern Maryland Rapid Transit

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

ACRONYMS/ABBREVIATIONS

SWOT: Strengths, Weaknesses, Opportunities, and Threats

SWMP: Solid Waste Management Plan

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

TIIL Targeted Industries Incentive Loan Fund

TMDL: Total Maximum Daily Load

TOD: Transit Oriented Development

TPR: Termination of Parental Rights

U

UCR: Uniform Crime Report

U&O: Use and Occupancy

UM: University of Maryland

UPS: Uninterrupted Power Supply

U.S. United States

USBTA United States Bomb Technician Association

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

Index

INDEX

	Page #
ABBREVIATIONS & ACRONYMNS	519
BOARD OF EDUCATION	
Capital Improvement Program	320
County Operating	91
Public School Information	53
BUDGET	
American Rescue Plan Act Plan	5
Approved Budget - All Funds	34
Basis of Budgeting & Accounting	26
Budget Message to Citizens	1
Budget Overview Changes from Proposed to Adopted	35
Budget Process	27
Calendars (Operating Budget & Capital Budget)	29
Description of Each Fund	24
Fund Balance- Changes	38
Fund Structure	23
Policies: Financial and Operational	15
CABLE TV ACCESS & I-NET FUND	259
CAPITAL BUDGET'S - Fiscal Years 2024 – 2028	
Acton Lane Water Main Extension	409
Agricultural Preservation	349
Automation & Technology Master Plan- Water & Sewer	415
Bel Alton and Chapel Point Connection	394
Bel Alton High School Gymnasium Roof Replacement	366
Billingsley Road Safety Improvements	387
Billingsley Road Sidewalk (St. Partrick's Dr. to Middletown	375
Billingsley Road Sidewalk (St. Partrick's Dr. to Middletown Rd.)	411
Blue Crabs Stadium Maintenance	355
Board of Education Graphs	321
BOE: Various Maintenance Projects	324
Bryans Road 2MG Water Tower	398
Bryans Village Waterline Interconnection	400
Building Repairs: Bookstore and Campus Center	342
Capital Project Management: Administration	462
Charles County Courthouse HVAC Improvements	363
Charles County VanGo Maintenance Facility	353
Cliffton WWTP Improvements	430
College of Southern Maryland CIP Summary/Graphs	340
College of Southern Maryland CIP Summary	383
County Mulching Facility Relocation & Composting Facility	460
Detention Center Pump Station Rehabilitations	364
Elementary School #23	328
Ellenwood, Mariellen and Newtown Connection	395
Environmental Service Fund Summary	459
Floodplain Analysis Study	456
Forest Conservation Watershed Program	457
Fueling Site Improvements	357
Full Day Kindergarten Addition: Dr. Higdon E.S.	332
Full Day Kindergarten Addition: J.C. Parks E.S.	330
Full Day Kindergarten Addition: Wade E.S.	331
General Government CIP Summary	329
Full Delivery of Water Quality Improvements	455
General Government CIP Summary	344

	Page #
CAPITAL BUDGET'S - Fiscal Years 2024 – 2028	
General Government Graphs	345
Gilbert Run Watershed Dam Repairs	454
Gleneagles 2MG Water Tower	397
Hazardous Material Remediation/Demo DNR Building	365
Health Technology Renovation	343
Hughesville Collection Sewer System	431
Hughesville Package Treatment Plant	442
Hughesville Water Line	399
La Plata HS - Renovation- Security Enhancements & Circulation Upgrades	333
Landfill CIP Summary	449
Landfill Cell 4B	448
Landfill Gas to Energy	447
Landfill Leachate Management System	450
Leonardtown Road Water Main Replacement	412
Local Portable Classrooms - Various Schools	325
Mary H. Matula Elementary - Roof Replacement	334
Mattawoman Infiltration and Inflow	422
Mattawoman MS - Roof Replacement	335
McDonough High School Renovation Study / Security Enhancements & Performing Arts	423
Middle School #9	336
Middletown Rd Ph 3 Roadway Improvements Land Acquisition/Design	391
Middletown Rd-Bensville Rd Waterline Interconnection	402
MWWTP Belt Filter Press Replacement Phase II	436
MWWTP BNR Improvements - Parent	440
MWWTP Clarifier and Thickener Repairs	426
MWWTP Effluent Filters Improvements	433
MWWTP Effluent PS Forcemain Surge Management System	435
MWWTP Electrical System Replacement	421
MWWTP Headworks Improvements	439
MWWTP Process Improvements	437
MWWTP Reclaimed Water Pump Station Improvements	434
MWWTP Septage/Hauled Waste Receiving Facility Improvements	432
MWWTP Utility Water System Evaluation & Improvement	427
MWWTP UV Disinfection System Upgrades	438
Nanjemoy Rural Legacy Program	348
New La Plata Library	354
NPDES Retrofit Projects	453
Old La Plata Library Renovation	356
Old Washington Road Reconstruction	389
Open Space Enclosure at Dr. James Craik E.S.	405
Open Space Enclosure at Indian Head E.S.	339
Open Space Enclosure at Indian Head Elementary School	338
Open Space Enclosure at Piccowaxen Middle School	337
Parks CIP Summary	370
Parks CIP Summary	367
Parks Graphs	368
Piccowaxen M.S. Boiler Replacement	327
Pinefield Road/Md Route 5 Business Intersection Improvements	362
Pisgah Recycling Center Renovation	461
Popes Creek Waterfront Phase II	372

INDEX

Page #

CAPITAL BUDGET'S - Fiscal Years 2024 – 2028

Post Office Road Sewer Capacity Improvements…..... 441
Potomac River Water Supply Treatment Plant…..... 406
Public Facilities Storage Building…..... 358
Public Facilities Vehicle Wash Bay Roof Retrofit…..... 458
Pump Station Rehabs and Replacements…..... 424
Purchase of Developments Rights (PDR) Program…..... 350
Radio Communications System Upgrade…..... 352
Recreation Center…..... 359
Replacement of County Financial Software…..... 360
Road Overlay Program…..... 382
Safety Improvement Program- Existing Roadways…..... 384
Satellite Wastewater Facility Upgrades…..... 425
Satellite Water Facility Upgrades…..... 396
Sewer CIP Summary..... 418
Sewer Graphs..... 419
Sewer Pump Station Capacity Study…..... 444
Sidewalk Improvement Program…..... 386
Smallwood Drive Shared Use Paths Phase II…..... 373
Smallwood M.S. Roof/Chiller/H&V/UV Replacement…..... 323
Strawberry Hills Waterline…..... 401
Structures to Address Homelessness…..... 361
Traffic Signal Program…..... 385
Transportation CIP Summary..... 379
Transportation Graphs..... 380
Turkey Hill Road Reconstruction…..... 388
Transportation CIP Summary..... 416
Utilities Waldorf Regional Facility…..... 417
Various Maintenance Projects…..... 351
Various Pedestrian & Bicycle Facilities…..... 371
Waldorf Water Tower #8 Distribution…..... 404
Waldorf Basketball Courts…..... 374
Waldorf Park Development Phase I…..... 377
Waldorf Park Development Phase II…..... 378
Waldorf Urban Redevelopment Corridor Stormwater Outfa 390
Waldorf Water Tower #8…..... 403
Waldorf Well #17…..... 413
Waldorf Well #18…..... 410
Water CIP Summary..... 392
Water Graphs..... 393
Watershed Protection and Restoration CIP Graphs..... 452
Water CIP Summary..... 451
Westlake Community Sidewalk (St. Patrick's Drive and MI 376
Westlake Water Tower Rehabilitation…..... 414
Watershed Protection & Restoration CIP Summary..... 451
WSSC Waldorf Interconnection…..... 407
Westlake Community Sidewalk
(St. Patrick's Drive and MD Rte. 301)…..... 376
Zekiah Interceptor Sewer Upgrades…..... 443
Zekiah Pump Station Forcemain…..... 429
Zekiah Pump Station Upgrade…..... 428
Zekiah Rural Legacy Program…..... 347

CAPITAL OUTLAY

Capital Asset Financing vs. Direct Purchase..... 291

COLLEGE OF SOUTHERN MARYLAND

Capital Improvement Program…..... 340
County Operating 92

Page #

COMMISSIONERS

Budget Message to Citizens..... 1
Commissioner's Office Budget..... 121
District Map..... inside back cover

COMMUNITY SERVICES

Administration..... 158
Aging and Human Services..... 159
Aging Grants 268
Community Development Block Grant..... 273
General Fund Summary…..... 155
Housing Assistance..... 274
Housing Authority…..... 161
Nanjemoy Community Center 243

CONSERVATION OF NATURAL RESOURCES

General Fund Summary…..... 188
Other 191
Resource Conservation & Development 192
Soil Conservation..... 190
University of Maryland Extension..... 189
Weed Control..... 191

DEBT SERVICE

Bond Rating Agencies and Charles County's Rating..... 503
Impact on Future Operations..... 505
Limitations on Debt 504
Revenue & Expense Summary..... 283
Schedule of Debt Outstanding 507
Schedule of Future Debt Service Requirements..... 506

ECONOMIC & STATISTICAL INFORMATION 49
(see General, Economic, & Statistical information for more detail)

ECONOMIC DEVELOPMENT

Economic Development Department…..... 181
General Fund Summary…..... 179
Loan Programs..... 282
Other..... 182

EMERGENCY SERVICES

Animal Control..... 114
Animal Shelter/Control Donations..... 262
Career Emergency Medical Services..... 116
Emergency Management Grants..... 264
Emergency Services Administration..... 112
False Alarm Reduction Unit..... 113
Public Safety Communications..... 115

ENTERPRISE FUNDS

Description..... 195
Environmental Service Fund..... 220
Inspections & Review Fund..... 233
Recreation Fund..... 241
Revenue Description, Trends and Assumptions..... 195
Revenue & Expense Summary..... 195
Solid Waste …..... 216

INDEX

Page #

Vending Machines 244
Water & Sewer Fund 202
Watershed Protection & Restoration Fund..... 225

ENVIRONMENTAL SERVICES

Environmental Service Fee..... 220
Environmental Services Operating Budget..... 220

FEES & CHARGES

Environmental Service Fee..... 220
Solid Waste Fees..... 216
Water & Sewer Fees..... 202
Watershed Protection and Restoration Fee..... 225

FINANCIAL PLANNING

Capital Indicator..... 497
Debt Indicators..... 492
Five Year Plans: Environmental Services Fund..... 477
Expenditure Indicators..... 486
Financial Indicator Support Data..... 499
Five Year Planning Description 465
General Fund – Five Year Plan..... 467
Linking the County's Goals and
Long Range Financial Plans..... 466
Operating Position Indicators..... 489
Resource Indicator..... 498
Revenue & Expense Indicators..... 485
Revenue Indicators..... 478
Solid Waste- Five Year Plan..... 475
Trends and Assumptions for Estimates..... 465
Unfunded Liability Indicators..... 495
Water & Sewer Fund- Five Year Plan 471
WPRF- Five Year Plan 476

FINANCIAL POLICIES 15

FISCAL and ADMINISTRATIVE SERVICES

Accounting..... 146
Administration 141
Budget..... 142
General Fund Summary..... 137
Information Technology..... 143
Purchasing..... 145
Treasury..... 147
Water & Sewer Billing..... 214

GENERAL, ECONOMIC, & STATISTICAL INFORMATION

Assessed & Estimated Market Value of All
Property Classes..... 63
Attractions..... 59
Business/Industrial Property..... 72
Dwelling Units & Persons per Unit..... 70
Educational Attainment..... 68
Elected Official Structure & Physical Description 49
Employers- Major..... 67
Employment: Average Quarterly Employment..... 66
Employment: Hourly Wage Rates..... 67
Gender and Race..... 69
Housing Units- Type..... 70

Page #

Income Tax Returns by MD Adjusted Gross Income..... 67
Map: Charles County Location 51
Median Household Income..... 68
Organizational Chart..... 50
Parks & Recreation..... 54
Per Capita Income..... 68
Permit Information..... 71
Population and Age Distribution..... 69
Property Tax Calculation 64
Property Tax Levies..... 64
Property Taxes Rates-County-Wide 64
Public School Facilities..... 53
Race and Gender..... 69
Sales and Use Tax Collections 68
Tax Payers- Leading..... 63
Tax Rates/Budget- 50 Year History..... 65
Transportation..... 72
Unemployment Rate..... 66
Utilities..... 72

GENERAL FUND

Board of Education..... 91
Capital Projects..... 193
Central Services..... 129
Circuit Court, Grand Jury, and Law Library..... 134
College of Southern Maryland..... 92
Commissioners..... 121
Commissioner Office Administration..... 123
Community Services Summary/Graph..... 155
Conservation of Natural Resources 188
Contingency..... 194
County Administrators Office Administration..... 122
County Attorney..... 125
Other Criminal Justice..... 133
Debt..... 118
Economic Development Summary..... 179
Education Summary/Graph 90
Election Board..... 131
Emergency Services Summary/Graph..... 109
Expenditures by Account Classification Graph..... 89
Expenditures by Division..... 86
Expense Graph..... 85
Fiscal and Administrative Services Summary/Graph..... 137
Fund Description..... 75
General Government Summary/Graph..... 119
Health Summary/Graph 183
Human Resources Administration 127
Internal Audit..... 124
Library..... 93
Liquor Board..... 126
Orphan's Court..... 132
Other Education..... 95
Other Fringe Benefits..... 128
Planning & Growth Management Summary/Graph..... 169
Public Safety..... 96
Public Works Summary/Graph..... 148
Recreation, Parks & Tourism Summary/Graph..... 162
Revenue & Expense Summary..... 82
Revenue Descriptions..... 76
Revenue Detail by Account Classification..... 83
Revenue Graph..... 75

INDEX

Page #

GENERAL FUND
- Sheriff's Summary/Graph ... 97
- Social Services ... 187
- State's Attorney's Office ... 136
- Volunteer Fire Protection & Emergency Medical Services ... 128

GLOSSARY ... 513

GOALS & OBJECTIVES ... 7

HEALTH
- Charles County Department of Health ... 185
- Health Summary/Graph ... 183
- Other ... 186

INDEX ... 525

INSPECTIONS AND REVIEW FUND ... 233

LANDFILL- (see SOLID WASTE)

LIBRARY
- County Operating ... 93

MAPS
- Commissioner District Map ... inside back cover
- Location: Charles County ... 51
- Public School Facilities ... 53

MISSION STATEMENT ... back cover

OPERATIONAL BUDGETS
- Understanding an Operating Division/Program Budget Form ... 73

ORGANIZATIONAL CHART ... 50

PERSONNEL ... 285

PLANNING & GROWTH MANAGEMENT
- Administration ... 172
- Administration: Inspection & Review Fund ... 235
- Codes & Permits: Inspection & Review Fund ... 237
- Codes & Permits: Water & Sewer Fund ... 211
- Codes & Permits: Watershed Protection and Restoration Fund ... 229
- General Fund Summary ... 169
- Inspection & Enforcement: CPIS ... 176
- Inspection & Enforcement Infrastructure Management ... 178
- Inspection & Enforcement: Inspections & Review Fund ... 236
- Inspection & Enforcement: Watershed Protection and Restoration Fund ... 228
- Nuisance Abatement Program ... 281
- Planning Grants ... 281
- Planning: Environmental Services ... 224
- Planning: General Fund ... 174
- Planning: Inspection & Review Fund ... 239
- Planning: Water and Sewer Fund ... 213
- Planning: Watershed Protection and Restoration Fund ... 227
- Technology Fee ... 240
- Transit ... 173
- Transit Grants ... 279
- Water & Sewer Administration ... 210
- Water & Sewer Infrastructure Management ... 212
- Watershed Protection & Restoration Fund: Resource & Infrastructure Management ... 229

PUBLIC WORKS- FACILITIES
- Administration ... 151
- Administration: Watershed Protection and Restoration Fund ... 230
- Building & Trades ... 152
- Capital Services ... 462
- Environmental Services: Watershed Protection and Restoration Fund ... 230
- Fleet and Inventory Management ... 153
- General Fund Summary ... 148
- Recycling & Litter Control ... 222
- Road Maintenance ... 154
- Road Maintenance: Watershed Protection and Restoration Fund ... 231
- Solid Waste ... 216

PUBLIC WORKS- UTILITIES
- Capital Projects - Operating ... 463
- Mattawoman Treatment Plant ... 207
- Meters ... 215
- Satellite Sewer Systems ... 206
- Water ... 208

RECREATION
- Enterprise Fund ... 241
- General Fund (Recreation, Parks & Tourism) ... 166

RECREATION, PARKS & TOURISM
- Administration ... 165
- General Fund Summary ... 162
- Parks and Grounds ... 167
- Parks and Grounds: Watershed Protection and Restoration Fund ... 232
- Recreation: Enterprise Fund ... 242
- Recreation: General Fund ... 166
- Tourism: General Fund ... 168
- Tourism: Special Revenue Fund ... 282

RESILIENCE AUTHORITY
- Resilience Authority-Environmental Services ... 224
- Resilience Authority-Watershed Protection & Restoration ... 232

SEWER- (see WATER & SEWER)

SHERIFF
- Automated Enforcement Unit (AEU) ... 107
- Corrections ... 105
- Fingerprinting Services ... 108
- General Fund Summary ... 97

INDEX

Page #

Sheriff's Office..... 99
Grants: Public Safety..... 263
Sheriff's Special Programs..... 266
Southern Maryland Criminal Justice Academy..... 267

SOCIAL SERVICES..... 187

SOLID WASTE (Landfill)
Solid Waste Capital Improvement Program..... 445
Solid Waste Fees..... 216
Solid Waste- Five Year Plan..... 475
Solid Waste Operating Budget..... 216

SPECIAL REVENUE FUNDS
Aging Grants 268
Agricultural Preservation..... 280
Animal Shelter/Control..... 262
Cable TV Access & I-Net Fund..... 259
Charles County Advocacy Council for
Children, Youth, and Families..... 278
Child Support 276
Circuit Court Law Library..... 262
Community Development Block Grants..... 273
Description..... 245
Drug Forfeitures..... 266
Economic Development Loan Programs..... 282
Emergency Management Grants..... 264
Housing Assistance..... 274
Housing Special Loans 275
Loan Programs..... 282
Local Assistance & Tribal Consistency..... 261
Nuisance Abatement Program..... 281
Opioid Restitution Fund..... 261
Planning Grants..... 281
Public Safety Grants..... 263
Revenue Descriptions..... 245
Revenue & Expense Summary..... 251
Sheriff's Special Programs..... 266
Southern Maryland Criminal Justice Academy..... 267
Special Revenue Graphs..... 249
Tourism..... 282
Transit..... 279
Volunteer Fire & Emergency Medical Services..... 265

STATISTICAL INFORMATION
(see General, Economic, & Statistical information for more detail)

STORMWATER MANAGEMENT
(see WATERSHED PROTECTION AND RESTORATION)

Page #

TAX RATES
Admission & Amusement Tax..... 80
Excise Tax..... 305
Hotel / Motel Tax..... 80
Income Tax Rate- Local..... 79
Property Taxes-County-Wide 64
Real Property Transfer Tax..... 80
Recordation Tax..... 79
Tax Rates/Budget- 50 Year History..... 65
291

UTILITIES- (see PUBLIC WORKS- UTILITIES)

VEHICLES & EQUIPMENT..... 291

VENDING MACHINES ENTERPRISE FUND..... 244

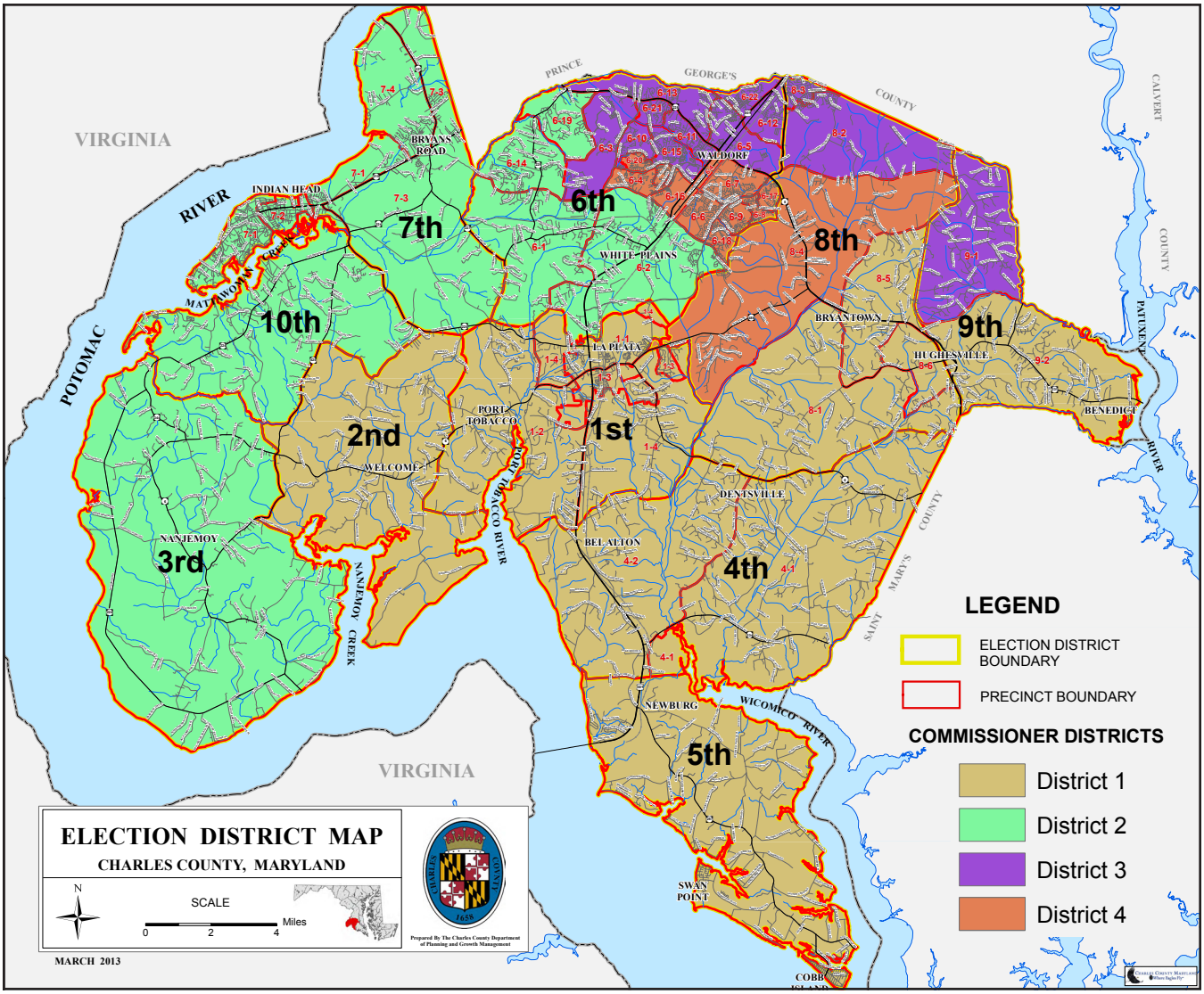
VISION STATEMENT.....back cover

WATER & SEWER
Water & Sewer Capital Improvement Program..... 392
Water & Sewer Fees..... 202
Water & Sewer Fund- Five Year Plan 471
Water & Sewer Operating Budget..... 202

WATERSHED PROTECTION AND RESTORATION
Watershed Protection and Restoration CIP..... 451
Watershed Protection and Restoration Fee..... 225
Watershed Protection and Restoration Five Year Plan..... 476
Watershed Protection and Restoration Operating..... 225

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

Deborah E. Hall, CPA
Acting 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, 2022**. 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.