

CHARLES COUNTY GOVERNMENT

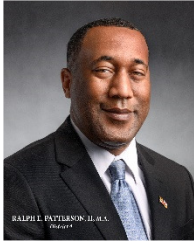
Fiscal Year 2025 Budget Book

July 1, 2024 to June 30, 2025

CHARLES COUNTY COMMISSIONERS



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President



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



Gilbert O. Bowling, III
(Dist. 1)



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(Dist. 2)



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(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. In addition, the Commissioners hold Public Comment Sessions twice a month and those can be found at [CCGTV](https://www.charlescountymd.gov/government/vacancies-2).

Commissioner Appointed Boards, Committees, and Commissions

The Charles County Commissioners appoint more than 50 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,	Fund structure & description,
Budget Message to the Citizens,	Budget process,
Commissioner's Goals & Objectives,	Summary of all adopted budgets, highlights, and,
Financial & Operational Policies,	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 FY25-FY29 **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 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 at the back of this budget document.

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CHARLES COUNTY GOVERNMENT
Office of the County Administrator

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Acting County Administrator

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August 5, 2024

Dear Charles County Residents:

I am pleased to present the Charles County Government fiscal 2025 adopted budget (July 1, 2024- June 30, 2025). 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' 2023 – 2026 goals & objectives are the highest priority for inclusion in the upcoming budget. The five overarching focus areas: Economic Development, Quality of Life, Emergency Preparedness, Response and Safety, Resiliency and Sustainability, and Institutional Governance guide the County in providing the highest quality of services to the citizens of Charles County. These focus areas are the pillars in establishing the FY2025 budget.

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 was developed in alignment with Commissioner goals and objectives, departmental needs, and community input from surveys and town halls. The budget prioritized expanding investments in education, public health and safety, recreation, and infrastructure. Highlights to the proposed budget included exceeding the maintenance of effort for Charles County Public Schools, supporting the opening of the Waldorf Early Learning Center for Pre-K, providing ten (10) new Sworn Officers for the Sheriff's Office, ten (10) new emergency medical technicians to support ambulance services in the County, four new Animal Control Officers, additional staff for recreation and community services, 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 rates. 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 Recreation, Parks and Tourism and to the Charitable Trust by reallocating resources within the proposed budget so there would be no reduction in core services to the community.

The fiscal 2025 General Fund Operating budget, adopted at \$561.3 million, increased by \$34.0 million from the fiscal 2024 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 2025 budget was adopted without raising property tax or income tax rates. The combined budget for all funds is \$922.6 million. The overall fiscal 2025 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 2025 General Fund budget was adopted at \$561,338,600, an increase of 6.4 percent compared to the fiscal 2024 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 \$21.1 million in additional tax revenue over the prior fiscal year. Total estimated property tax revenue is \$287.7 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 2024 adopted budget. Total estimated income tax revenue is \$169 million, which represents 30 percent of the General Fund. Various revenue sources comprise the remaining 19 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 \$231.4 million to the **Board of Education**, an increase of \$12.6 million from fiscal 2024. 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 changes in enrollment, the maintenance of effort calculation was adjusted and required a minimum of \$219.5 million for fiscal 2025. The County exceeded the maintenance of effort level required by state law by nearly \$11.7 million and was able to also provide one-time funds to support the opening of the Waldorf Early Learning Center for Pre-K.

The Board of County Commissioners allocated \$130.6 million to the **Sheriff's Office** and related public safety functions, an increase of 7.7 percent from fiscal 2024. Additional funds will support the hiring of fifteen (15) new positions: ten (10) sworn officers, four body worn technicians, a DNA Analyst, as well as the upgrade of a part time after-school 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 ten (10) 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; community services; economic development; fiscal services; and planning. 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 more year, increased funding for the Charitable Trust to distribute to local non-profits, various plans and equipment for Recreation, Parks, and Tourism, additional funds for the Summer Youth Employment Program, a Collaborative Community Improvements initiative, a study for a Cobb Neck Community Center, various sidewalks, an additional day of paid time off for employees, 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 2024. Bond ratings directly affect the interest rate received on borrowed funds in support of the capital improvement program.

The fiscal 2025-2029 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:

- \$240.2 million for public school projects
- \$498.3 million for water and sewer projects
- \$58.2 million for solid waste, environmental and stormwater management projects
- \$12.8 million for College of Southern Maryland projects
- \$82.6 million for transportation and road projects
- \$180.7 million for other infrastructure and capital projects

The capital investment in education is evident with \$253.0 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 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, a new Sports and Wellness 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 \$56.9 million. The user fee rates for the average household increased by approximately 3.0 percent and ranks in the middle 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 does not assess a credit card transaction fee for online water & sewer billing payments to allow this payment option to be more affordable to our residents.

The second largest enterprise fund is for landfill operations, which is in Waldorf off Billingsley Road. The landfill has an operating budget of \$14.4 million. The tipping fee rate was increased from \$91 per ton to \$101 per ton for fiscal 2025 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 \$10.0 million. The fee of \$166 per improved property tax account will support recycling efforts throughout the county and serve approximately 51,000 households for curbside recycling. This was increased by \$13 per improved property. The county is proud to have achieved a 46 percent waste diversion due to the residents' recycling participation. The stormwater remediation fee was increased from \$146 to \$156 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 2025, the Economic Development Department (EDD) remains focused on executing the Board of Commissioners' goals and objectives, as well as its own internal strategic plan. The EDD developed the Charles County Asset Inventory to add perspective and serve as a knowledge base for strategic planning. Asset mapping is a critical first step in leveraging the county's resources to support integrated workforce and economic development initiatives by identifying gaps.

EDD staff is actively engaged in development projects that support employment and enhance the commercial tax base. These include redevelopment projects in the Western Charles County Technology Corridor—encompassing the Town of Indian Head, Bryans Road, and the area around the Maryland Airport—to attract, retain, and grow commercial activity related to Naval Support Facility Indian Head. Additionally, the rezoning of land around the Maryland Airport aims to create greater employment opportunities by supporting ancillary uses around the facility.

The department continues to develop training initiatives to provide new and early-stage companies with practical tools and growth mindsets, introducing new pathways to profitability. These initiatives include training in small business finance, business management, human resources, technology, and other areas. Moreover, following the conclusion of the Business Growth Advantage Program (BGAP), the EDD has developed a new, innovative extension called BGAP 360. This initiative aims to provide ongoing support and mentorship to BGAP graduates, focusing on helping small business owners in Charles County continue their growth and overcome challenges.

The department is also focused on supporting business retention efforts and services within the county. This includes enhancing small and minority business development programs and implementing recommendations from the Disparity Study, which includes new SLBE (Small Local Business Enterprise) and MWBE (Minority and Women-Owned Business Enterprise) local legislation.

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, Resilience and Sustainability, and Quality of Life.

The fiscal 2025 budget includes the continuation of the VanGo fare free program and a continued focus on progress on the Southern Maryland Rapid Transit (SMRT) project. PGM staff led the effort in fiscal 2024 to obtain an

additional \$5 million in federal congressionally directed spending (CDS) funds for this transformational high-capacity transit project. The County has executed an MOU with the MD Department of Transportation and Prince George's County to utilize federal and state allotted funds to begin work on the National Environmental Policy Act (NEPA) process and obtain a Record of Decision on the transit mode and final alignment by 2027. 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 2025, PGM's focus is, among other things, to complete the Zoning Ordinance rewrite and to initiate the update of the County's Comprehensive Plan.

PGM continues to support a variety of conservation, natural resource and environmental programs and initiatives. This past fiscal year, staff completed an update to the Chesapeake Bay Critical Area regulations, preserved 1,600 acres of farm and forest lands, and initiated the County's first Climate Action Plan. In fiscal 2025, 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 of having a final plan strategy within twelve months. This upcoming fiscal year, PGM's focus will be completing a strategy to address affordable housing needs in the County.

Conclusion

Every budget process presents new challenges when allocating a finite number of resources across many diverse entities. By offering community surveys, attending Commissioner Town Halls, and utilizing equity tools for budget requests, staff was able to present a balanced general fund budget to the Commissioners without raising taxes. The adopted budget provides increased funding for the Board of Education to support their Blueprint mandates, includes robust support for public safety, and expands recreational activities for our citizens.

As the Acting County Administrator, I am keenly aware of the goals and objectives adopted by our Board of Commissioners. We continue to focus on Commercial Economic Development, creating an enhanced Quality of Life, our Public Safety and Emergency Response, our Resiliency and Sustainability practices and efficient and effective government. I am proud of our workforce and the dedication and commitment to achieving positive outcomes for all our residents. 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

SUPPORT OF LOCAL BUSINESS & NON-PROFITS

\$1,887,520	Grants to Businesses
\$1,595,500	Training and Business Outreach
\$1,331,700	Non-Profit Grants (Including Administrative Fees)
\$500,000	Non-Profit Grants-Behavioral Health
\$220,000	Food Insecurities (Including Administrative Fees)
\$186,980	EDD Administrative Support

PUBLIC SAFETY

\$10,000,000	Revenue Replacement-Career EMS
\$1,146,590	Three (3) New Ambulances
\$420,718	Radios for Fire Service

INFRASTRUCTURE

\$6,324,099	Neighborhood Stormwater Projects
\$3,000,000	Broadband Projects
\$1,135,000	School-Based Health Center-Indian Head Elementary School
\$750,000	Surface Transportation Projects

HOUSING

\$750,000	Non-Profit Grants-Transitional Housing
\$360,000	Rental Assistance Program (Including Administrative Fees)
\$140,000	Home Ownership Program-Down Payment Assistance

PUBLIC HEALTH

\$816,952	Behavioral Health Crisis Response Project
\$542,600	Community Health Outreach Workers
\$513,475	Behavioral Health Clinic Staff
\$89,624	Response & Recovery Program

\$31,710,758	TOTAL
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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 FY2025 budget adoption, and the budget will be amended during the fiscal year.

COMMISSIONERS GOALS AND OBJECTIVES

The County's Executive Leadership Team (ELT) held a retreat which was moderated by a consultant. At this retreat the goals and objectives were discussed and created. Then the ELT was broken down into smaller focus groups with a lead person established for each area. During these focus group meetings and later through TEAMS meetings, the goals and objectives were further developed with the consultant's assistance. In November, the ELT presented their results to the County Commissioners and then on December 5, 2023, the Board of Commissioners approved the 2023-2026 Goals and Objectives. The goals established were: (1) Economic Development, (2) Quality of Life, (3) Emergency Preparedness, Response & Safety, (4) Resiliency & Sustainability, and (5) Institutional Governance. The County will use these goals to guide their vision of "providing its citizens the highest quality of service" and were included in the FY2025 budget decision making process. The Goals and Objectives' financial impact on the budget is listed in the financial planning section.

1) Economic Development: Accelerating business development, attraction, retention, and expansion in key / targeted industry sectors.

GOAL 1: Research and catalog an economic development asset inventory to promote County assets and resources that support effective business attraction efforts.

- A) Assemble project team, develop scope and overall goals of project, and compile asset inventory
 - Debuted the first edition of the Asset Inventory in November 2023 at the Annual Fall Meeting
- B) Assess strengths and weaknesses of current assets and identify gaps
 - Currently assessing strengths/weaknesses and identifying gaps
- C) Analyze linkages and possible opportunities between assets
 - Currently assessing possible opportunities between assets
- D) Create and disseminate Economic Development Asset Inventory
 - The Asset Inventory is available electronically on the Economic Development Department's (EDD) website, www.MeetCharlesCounty.com under "Data and Resources"

GOAL 2: Leverage opportunities created by increased federal Department of Defense (DOD) funding of Energetics research, development, and manufacturing.

- A) Support the creation of a new Aviation Business Park Zoning category
 - Continues to support the creation of a new Aviation Business Park zone to directly support expected growth from Naval Surface Warfare Center, Indian Head Division (NSWC IHD) National Energetics and Smart Arsenal initiatives
- B) Strengthen coordination with the Town of Indian Head to support and identify resources for economic and commercial development
 - Coordinated with the Resilience Authority of Charles County and the Town of Indian Head to apply for Clean Water Commerce Act funding to complete shoreline restoration of the Henderson Property
 - Coordinated with the Charles County Military Alliance Council, The Patuxent Partnership, NSWC IHD, College of Southern Maryland, and Charles County Public Schools to apply for a Federal Workforce Development grant to expand the Southern Maryland 2030 Workforce Development program into Charles County

COMMISSIONERS GOALS AND OBJECTIVES

C) Develop and deploy marketing strategy to maximize exposure of the Western Charles County Technology Corridor.

- Developed a Western Charles County Technology Corridor marketing campaign that includes logo and marketing materials, development of road signage, welcome letters to be sent to 130 businesses currently located in the corridor as well as a dedicated webpage
- EDD continues to highlight Energetics and Defense Industries with targeted advertising, blogs, and coordinated articles in publications such as Inside Defense and Sea Power Magazine

GOAL 3: Complete a comprehensive economic development strategic plan to spur investment and development while supporting retention and attraction of businesses, entrepreneurs, and talent

A) Define – Begin project start up activities

- In preparation for the next economic development strategic planning process, EDD has completed the asset inventory project and is reviewing and updating other associated industry reports

B) Discover – Work with consultant on data collection

- Continues to conduct business outreach visits and activities to get a pulse on local business trends, issues, and areas of opportunity

C) Develop – Create, review, and approve

- Economic development strategic planning process is expected to launch in early 2025

D) Deploy – Adopt written strategic plan

GOAL 4: Collaborate across departments to improve the speed, consistency, and predictability of the Development Review Process

A) Develop a business model for regulatory services designed around meeting established service levels

B) Foster a culture of open communication and engagement among the development industry, economic development, County review staff, and decision-makers.

- Economic Development (EDD) and Planning and Growth Management (PGM) Senior Leadership have established monthly meetings to discuss top project priorities, process improvements, and new industry trends

C) Work with growing industries to ensure that County ordinances and processes keep pace

- PGM is in the early stages of analyzing the various planning and permitting processes related to commercial development
- The Zoning Code rewrite is underway to streamline regulatory processes

COMMISSIONERS GOALS AND OBJECTIVES

2) Quality of Life: Creating space for community, leisure, and wellness activities, along with social supports, to enhance the experiences of residents and visitors.

GOAL 1: Create a policy to promote safe, quality, and affordable housing across a range of income brackets to meet the needs of our residents.

A) Provide financial support for affordable housing projects through tools such as tax incentives or development cost offsets

➤ Provided support for Magnolia and Wakefield Terrace projects

B) Develop a communications strategy for the Housing Choice Voucher program enrollment and leasing deadlines

C) Revise the zoning code to incorporate regulatory measures that manage, encourage, and incentivize affordable housing

GOAL 2: Provide community services, programs, and supports for seniors, families, and children.

A) Expand programming at senior and recreational facilities to provide more inclusive, diverse, and accessible activities for residents

B) Plan and host inter-generational events at senior centers to improve engagement and mentoring between older adults and youth

GOAL 3: Ensure broad access to public transportation.

A) Use public feedback and demand to develop a strategy to market VanGo and the bus locator and determine system-wide improvements

B) Advocate for and support all efforts for the Southern Maryland Rapid Transit (SMRT) project

GOAL 4: Provide diverse recreation, outdoor, and tourism opportunities for residents and visitors.

A) Maintain and update parks, trails, historic sites, and recreation facilities for active and passive use

B) Increase leisure opportunities within the County to offer diverse and unique experiences

C) Actively engage the community to collect feedback on short- and long-range plans for recreational facilities, pools, parks, and programs

COMMISSIONERS GOALS AND OBJECTIVES

3) Emergency Preparedness, Response & Safety: Answering the call to connect our community to critical life-impacting services alongside our volunteer fire / EMS, law enforcement, and other response partners.

GOAL 1: Coordinate and collaborate with fire / EMS, law enforcement, and other response partners.

- A) Maintain and enhance relationships with response partners through bi-weekly leadership meetings
 - Public Safety Leadership meetings
 - Quarterly Town Halls
- B) Develop performance standards and accountability that measure the ability to provide cohesive system-wide emergency services
- C) Provide yearly training and triennial emergency exercises
 - Offering trainings for both career and volunteer
 - Hosted an active shooter tabletop exercise for field providers in Fall 2023

GOAL 2: Recruit, train, support, and retain emergency services personnel.

- A) Expand the internal academy to include an EMT training program
 - Re-organization to implement adding a cadet component to academy (projected Fall 2024)
- B) Create professional development pathways including a paid EMT to Paramedic certification (Paid Paramedic Education Program)
 - Re-organization to implement career advancement opportunities and career diversity opportunities
- C) Provide support specific to the needs of the emergency services workforce for employees physical and mental health and wellness
 - Re-organization to bolster Training section

GOAL3: Provide high-quality service during emergent and non-emergent times of need

- A) Meet or exceed national standards for timely and appropriate resource allocations to emergency calls
 - Hot and cold dispatch/response
 - Meeting or exceeding national standards
 - Utilizing available data to measure workload
 - Work in progress on a performance measurement page to show progress
- B) Oversee the construction of the Pinefield EMS Station to meet the needs of the community
 - Construction of the Pinefield EMS Station on track
- C) Align resources to correlate the demand for service, infrastructure capability, resource availability, and response force effectiveness

COMMISSIONERS GOALS AND OBJECTIVES

4) Resiliency & Sustainability: Protecting and securing our natural resources, environment, infrastructure, and assets for future generations.

GOAL 1: Assure and enhance water supply and infrastructure to support continued advancement.

- A) Implement the alternative water source resource plan in a phased approach in order to diversify the water sources for the public supply
- B) Plan, develop, and implement resilient water infrastructure
- C) Implement strategies to reduce sanitary sewer overflows in order to have zero NPDES violations for wastewater treatment plants

GOAL 2: Develop plans, policies, and strategies to bolster adaptation, resilience, mitigation to the impacts of climate change.

- A) Evaluate aging storm water and wastewater infrastructure while accounting for increased volumes and intensities of storms, accidents, and weather-related events
- B) Design and construct the community storm water mitigation priority projects established by the Resilience Authority
- C) Increase the use of renewable energy for County buildings and vehicles

GOAL 3: Establish a sustainable, vibrant, urban and suburban environment while preserving rural landscapes and character.

- A) Increase outreach and education on land preservation programs
- B) Implement and promote sense of place, public amenities, and culture within the Waldorf Urban Redevelopment Corridor (WURC)
- C) Advance the development of a multi-modal transportation network that supports a variety of mobility options, enhances pedestrian safety, and increases access to jobs and amenities

GOAL 4: Beautify Charles County through efforts to reduce pollution, expand recycling, and implement community engagement initiatives.

- A) Expand the "Keep Charles County Beautiful" initiative through partnerships with the Maryland State Highway Administration and Charles County Public Schools
- B) Improve Countywide waste diversion rates through programs such as "iRecycle Smart", "Bikes for the World", mattress recycling, and food scrap drop off

COMMISSIONERS GOALS AND OBJECTIVES

5) Institutional Governance: Collaborating with County employees, agencies, and the community to manage operations more effectively, efficiently, and responsibly.

GOAL 1: Invest in and develop a diverse, highly skilled, and motivated workforce.

A) Create recruitment and retention opportunities that keep us competitive with comparable jurisdictions

B) Provide training opportunities in areas such as leadership, Diversity, Equity and Inclusion (DEI), and job-specific skills

C) Address the organization's short term and long term space needs to accommodate our growing workforce

GOAL 2: Maintain the highest level of fiscal responsibility.

A) Maintain the AAA bond rating with all three major bond credit rating agencies

➤ Maintained AAA bond rating

B) Collaborate with departments and partner agencies (ex: Board of Education, Sheriff's Office) to provide funding at equitable level to meet their obligation to the community

➤ Met with departments and partner agencies during the development of the FY2025 budget

C) Procure, implement, and support the software and hardware technology resources that meet the County's needs while maintaining the highest level of security

GOAL 3: Review and update policies and procedures on a regular basis for adequacy, relevance, and applicability.

A) Develop a template or checklist to ensure policy-making processes and procedures reflect DEI consideration

➤ A series of questions were developed as part of the budget process for departments to address any new request for the FY2025 budget cycle. These responses were then evaluated and prioritized based on DEI rankings for inclusion in the FY2025 budget

B) Identify, select, and analyze opportunities for process improvement in order to streamline and simplify

C) Review and update regulatory documents, codes, ordinances, and best practices on an established schedule

GOAL 4: Promote accessible and transparent government operations.

A) Engage with residents to inform and solicit input via social media, surveys, videos and podcasts, and the Citizens Academy program

➤ A podcast series called Let's Get Fiscal where all things related to fiscal practices and budgeting in Charles County can be viewed here: [Let's Get Fiscal](#)

➤ A survey was conducted for residents to voice what is of most importance to them for consideration in developing the FY2025 budget

➤ Videos of the Commissioner Budget Work Sessions are available here for viewing: [FY2025 Budget Work Sessions](#)

COMMISSIONERS GOALS AND OBJECTIVES

B) Increase the availability of online resources and information regarding services available to the community

C) Work with the cross-departmental work group to promote and disseminate information in a strategic and timely manner across a variety of platforms

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 8% 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.

FINANCIAL POLICIES

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 8% 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 8% 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 prepare 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.

FINANCIAL POLICIES

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:

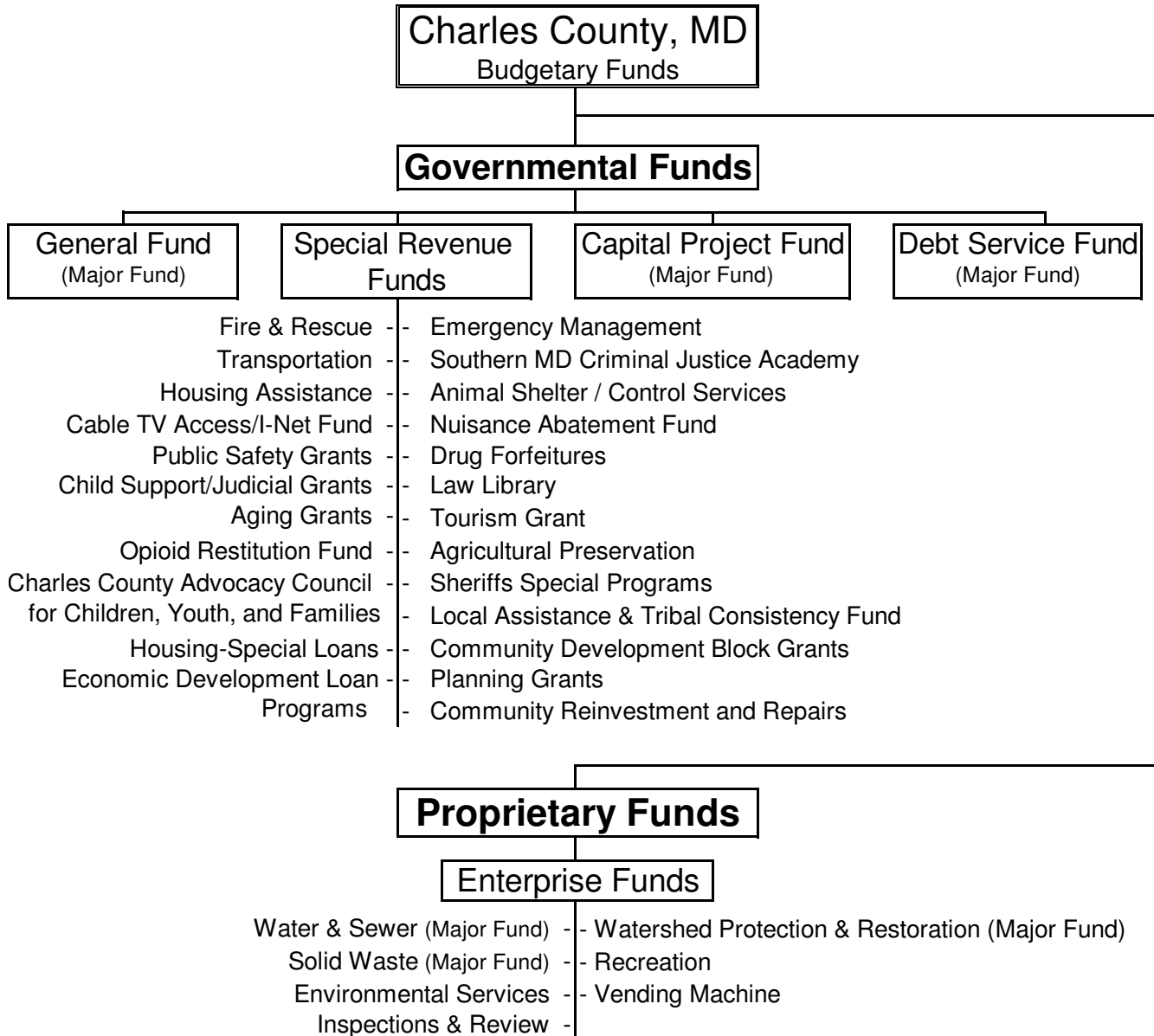
1. To define and maintain proper accounting controls over capital assets and controlled assets acquired by the County.
2. To assign responsibility for the safekeeping of capital assets and controlled assets to the appropriate managers.
3. To establish standard procedures for the recognition in the accounting, 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 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 asset financing 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 36,000 customers and is anticipated to accept over 121,800 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 FY2025 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			Water & Sewer	PROPRIETARY		
	General Fund	Capital Projects	Other Govt.		Solid Waste	Watershed Protection	Other Enterprise
<u>County Departments</u>							
Community Services	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
County Administrator	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
County Attorney	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	
County Commissioners	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>
Economic Development	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
Emergency Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Fiscal and Administrative Services	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Human Resources	<input checked="" type="checkbox"/>						
Planning & Growth Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Public Works	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Recreation, Parks & Tourism	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Outside Agencies</u>							
Board of Education	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Board of Fire & Rescue	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
Circuit Court	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
College of Southern Maryland	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Conservation of Natural Resources	<input checked="" type="checkbox"/>						
Criminal Justice Coordinating Council	<input checked="" type="checkbox"/>						
Election Board	<input checked="" type="checkbox"/>						
Health	<input checked="" type="checkbox"/>						
Library	<input checked="" type="checkbox"/>						
Liquor Board	<input checked="" type="checkbox"/>						
Orphan's Court	<input checked="" type="checkbox"/>						
Sheriff's Office	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
Social Services	<input checked="" type="checkbox"/>						
State's Attorney	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				

The new Department of Capital Project Management will be reflected in the above chart after the 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.

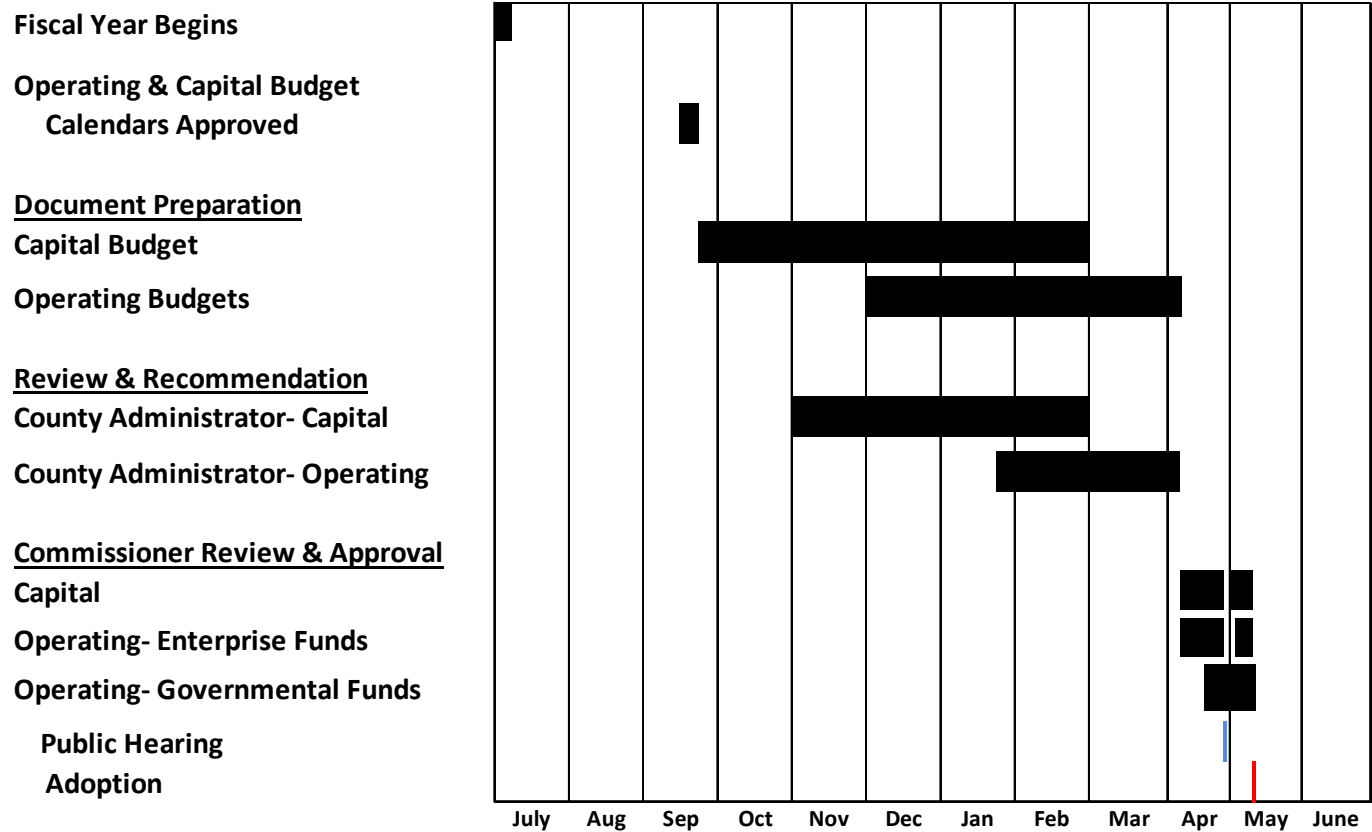
The following schedule summarizes the differences:

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 November 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 April 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 24, 2024. The budget was approved by the Commissioners on May 14, 2024.

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 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 Commissioners also hold Public Comment Sessions twice a month.

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.

The county has produced a podcast series called, [“Lets Get Fiscal”](#) to provide more information on all things related to fiscal practices and budgeting. In addition included on our webpage are the videos of [Commissioner's budget work sessions](#) that allows citizens to access and view all the meetings related to the budget process and ultimate adoption.

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 fund's 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 2025 OPERATING BUDGET CALENDAR CHARLES COUNTY, MD

(Adopted September 19, 2023)

<u>Time Line</u>	<u>Action</u>
October 30, 2023	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 8, 2023	County Department and Elected Officials / Agencies requested budgets and Performance Measurement files are returned to Fiscal and Administrative Services / Budget Division.
February 28, 2024	Board of Education and CSM Operating Budget Requests due.
April 9, 2024	<u>Budget Work Session</u> – Enterprise Funds (Operating and Capital) <i>Review of Budgets and Impact on associated Fees</i> <ul style="list-style-type: none"> - Water and Sewer - Cable (Special Revenue) - Recreation
April 10, 2024	<u>Budget Work Session</u> - Fees & Charges and Enterprise Funds (Operating and Capital) <i>Review of all County Fees & Charges - highlighting new fees & changes to existing fees and Review of Budgets and Impact on associated Fees</i> <ul style="list-style-type: none"> - Landfill - Environmental Services - Stormwater - Inspection
April 16, 2024	<u>Budget Work Session</u> - General Fund <i>Review of Operating Revenue Estimates including:</i> <ul style="list-style-type: none"> - Property Taxes - Licenses and Permits - Income Tax - Grants - Recordation/Transfer Taxes - Fines & Forfeitures - Other Income - Service Charges <i>First Review of Proposed County Administrator Budget</i> Overview of Total Proposed Budget Highlights of County Agencies funding <ul style="list-style-type: none"> - Board of Education - Other Agencies - Sheriff's Office

FISCAL YEAR 2025 OPERATING BUDGET CALENDAR CHARLES COUNTY, MD

(Adopted September 19, 2023)

Time Line

April 23, 2024

Action

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 24, 2024

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 FY2025 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.

April 30, 2024

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 7, 2024

Budget Work Session - General Fund and All Budgets

Commissioner Proposed Changes to the Budget

May 14, 2024

Budget Work Session - General Fund and Recap of All Budgets

Review Impact of Commissioner Changes to the Budget

May 14, 2024

General Fund Tax Rates & Budget Adoption

Budget Adoption of All Other Funds

Pending finalization of Governor's signing or vetoing State Bills

FISCAL YEAR 2025 CAPITAL IMPROVEMENT PROGRAM BUDGET CALENDAR CHARLES COUNTY, MD

(Adopted September 19, 2023)

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 2025). 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

September 18, 2023

Action

Fiscal 2025-2029 Capital Improvement Program (CIP) forms sent to County Departments and Agencies.

October 13, 2023

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 10/4/2023; submitted by BOE

October 20, 2023

Remaining Governmental CIP requests are returned to the Department of Fiscal & Administrative Services / Budget Division.

October 31, 2023

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, 2023)

FISCAL YEAR 2025 CAPITAL IMPROVEMENT PROGRAM BUDGET CALENDAR CHARLES COUNTY, MD

(Adopted September 19, 2023)

<u>Time Line</u>	<u>Action</u>
November 3, 2023	Enterprise Fund CIP requests are returned to the Department of Fiscal & Administrative Services / Budget Division.
November - March	CIP review with County Administrator and Departments.
April 9, 2024	<u>Budget Work Session</u> – Enterprise Funds (Operating and Capital) - Water and Sewer
April 10, 2024	<u>Budget Work Session</u> – Remaining Enterprise Funds (Operating and Capital) - Landfill - Environmental Services - Stormwater
April 16, 2024	<u>Budget Work Session</u> –Governmental CIP overview
April 23, 2024	<u>Budget Work Session</u> – Governmental CIP review
April 24, 2024	Public Hearing on CIP Citizen's opportunity to be heard on the Proposed FY2025-2029 CIP
April 30, 2024	<u>Budget Work Session</u> –Commissioner Proposed Changes to the CIP Budget
May 7, 2024	<u>Budget Work Session</u> –Commissioner Proposed Changes to the CIP Budget
May 14, 2024	<u>Budget Work Session</u> - Recap and final review of the FY2025-2029 CIP
May 14, 2024	Formal Adoption <i>Pending finalization of Governor's signing or vetoing State Bills</i>

FISCAL YEAR 2025 ADOPTED BUDGET

Summary by Fund

	FY2025				FY2024	
DESCRIPTION	OPERATING REVENUE	OTHER SOURCES	FUND BALANCE	APPROPRIATION TOTAL ⁴	APPROPRIATION TOTAL ³	% Chg.
GOVERNMENTAL FUNDS:						
General Fund	\$535,632,600	\$700,000	\$25,006,000 ¹	\$561,338,600	\$527,362,100	6.4%
Capital Project Fund						
Governmental	\$84,718,000	\$11,142,000	\$2,500,000 ¹	\$98,360,000	\$119,673,000	-17.8%
Water & Sewer	56,983,000			56,983,000	78,839,000	-27.7%
Watershed Protection and Restoration	8,568,000			8,568,000	3,150,000	172.0%
Solid Waste- Landfill	18,007,000			18,007,000	6,593,000	173.1%
Environmental Services	2,026,000			2,026,000	1,655,000	22.4%
Total Capital Projects	\$170,302,000	\$11,142,000	\$2,500,000	\$183,944,000	\$209,910,000	-12.4%
Governmental Reserves			600,000 ¹	600,000	1,200,000	
Total Capital Project Fund	\$170,302,000	\$11,142,000	\$3,100,000	\$184,544,000	\$211,110,000	-12.6%
Debt Service Fund	\$19,658,200	\$0	\$0	\$19,658,200	\$16,493,400	19.2%
Special Revenue Funds						
Fire & Rescue	\$16,798,300	\$0	\$0	\$16,798,300	\$15,522,500	8.2%
Transportation	5,230,441	6,308,291	906,742 ¹	12,445,474	11,794,738	5.5%
Housing Assistance	11,033,844	207,040	0	11,240,884	10,667,340	5.4%
Cable TV Access/I-Net Fund	3,008,000	0	430,200 ¹	3,438,200	4,353,350	-21.0%
Public Safety Grants	1,708,322	1,111,278	0	2,819,600	2,917,097	-3.3%
Child Support / Judicial Grants	1,705,606	124,000	0	1,829,606	3,103,926	-41.1%
Aging Grants	1,820,408	0	0 ¹	1,820,408	3,432,283	-47.0%
Opioid Restitution Fund	1,375,500	0	0	1,375,500	65,000	2016.2%
Charles County Advocacy Council for Children, Youth, and Families	1,018,340	20,350	0	1,038,690	1,038,880	0.0%
Housing - Special Loans	404,500	0	0	404,500	404,500	0.0%
Economic Development Loan Programs	0	0	275,000 ¹	275,000	275,000	0.0%
Emergency Management	106,026	106,026	0	212,052	5,893,717	-96.4%
Southern MD Criminal Justice Academy	102,000	93,300	0	195,300	212,900	-8.3%
Animal Shelter / Control Services	161,200	0	0	161,200	194,100	-17.0%
Nuisance Abatement Fund	150,000	0	0	150,000	150,000	0.0%
Drug Forfeitures	84,500	0	0	84,500	130,000	-35.0%
Law Library	42,200	36,200	2,800 ¹	81,200	76,000	6.8%
Tourism Grant	41,923	0	0	41,923	41,923	0.0%
Agricultural Preservation	31,200	0	0	31,200	31,200	0.0%
Sheriffs Special Programs	12,900	0	0	12,900	277,186	-95.3%
Local Assistance/Tribal Consistency Fund	0	0	0	0	85,800	-100.0%
Community Development Block Grants	0	0	0	0	950,000	-100.0%
Planning Grants	0	0	0	0	20,171	-100.0%
Total Special Revenue	\$44,835,210	\$8,006,485	\$1,614,742	\$54,456,437	\$61,637,611	-11.7%
PROPRIETARY FUNDS:						
Enterprise Funds						
Water & Sewer	\$55,925,100		\$1,005,900 ¹	\$56,931,000	\$54,744,500	4.0%
Solid Waste- Landfill	12,178,200		2,247,600 ^{1,2}	14,425,800	13,973,200	3.2%
Inspections & Review	10,188,300		250,000 ¹	10,438,300	9,628,100	8.4%
Environmental Services	9,665,100		356,000 ²	10,021,100	9,286,400	7.9%
Watershed Protection and Restoration	8,246,900			8,246,900	7,734,100	6.6%
Recreation	2,098,400	75,000		2,173,400	2,051,900	5.9%
Vending Machine	138,800			138,800	138,800	0.0%
Total Enterprise Fund	\$98,440,800	\$75,000	\$3,859,500	\$102,375,300	\$97,557,000	4.9%
Total All Funds	\$868,868,810	\$19,923,485	\$33,580,242	\$922,372,537	\$914,160,111	0.9%

Footnotes:

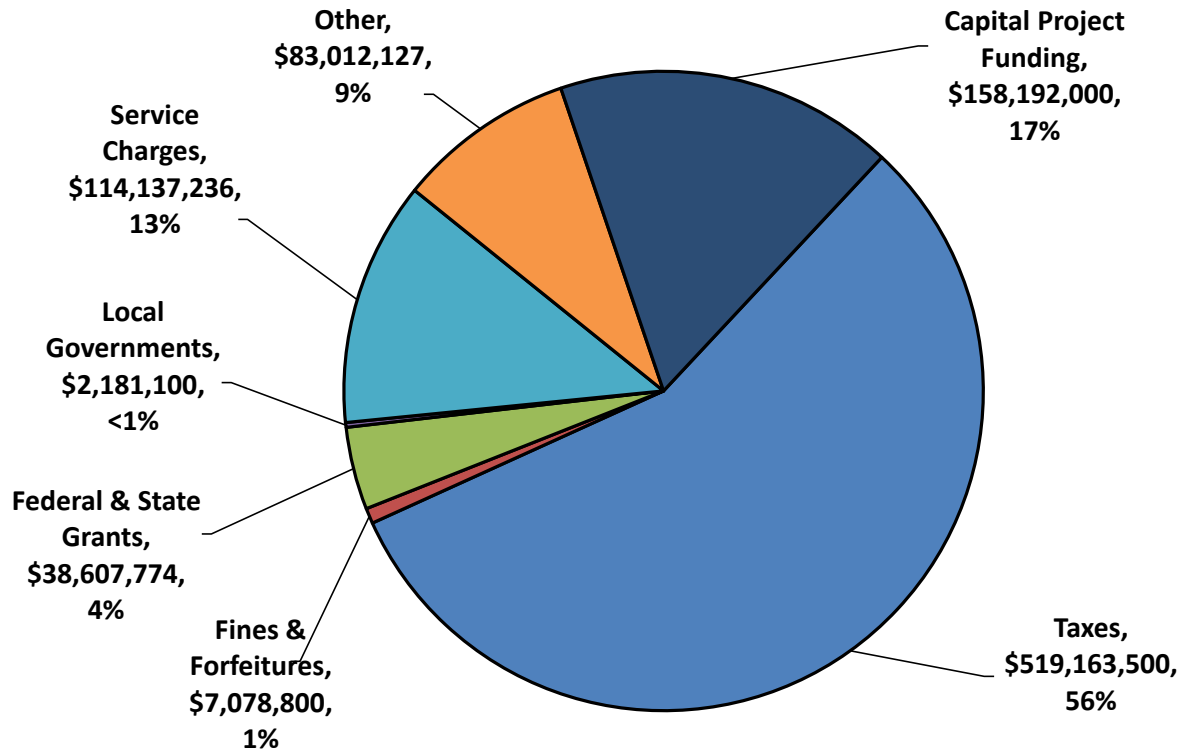
1. The fund balance appropriation represents plans to utilize surplus and reserved funds.
2. The fund balance appropriation represents use of equipment reserve funds.
3. The FY2024 Appropriation represents the Adopted budget except for the Special Revenue funds. The Amended budget is used due to the 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 FY2025 Appropriations is the American Rescue Plan Act Funds which was not part of the budgetary process and one-time in nature.

FY2025 CHANGES FROM PROPOSED BUDGET TO ADOPTED BUDGET: COMMISSIONER ACTIONS FOR ALL FUNDS

Funding Change	Commissioner Action:
\$500,000	To provide one-time funding for a new Capital Improvement Project - Community Revitalization Program, the Commissioners' approved \$500,000 (\$250,000 in FY25 and \$250,000 in FY26) utilizing fund balance reserves in the General Fund.
395,000	By utilizing one-time funds from fund balance reserves in the General Fund, the Commissioners provided funding for a new Capital Improvement Project - South Hampton Sidewalks Phase 1.
215,200	Additional operating support was provided to the Charitable Trust in the amount of \$15,200 by reducing the General Fund contingency budget. The Commissioners' also provided an additional \$200,000 in one-time funding for the Charitable Trust to distribute to local non-profits by utilizing fund balance reserves from the General Fund.
200,000	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 one-time funding from the General Fund fund balance reserves.
150,000	To provide one-time funding to cover staff time, literature, and community meetings for a Collaborative Conversation Initiative (ROC Initiative). The Commissioners' funded this increase by utilizing fund balance.
120,000	The County Commissioners added one additional day of leave for full-time employees to use at their leisure. This one-time funding was approved utilizing fund balance reserves in the General Fund.
105,000	Increase in funding for the Charles County Summer Youth Employment Program which provides career development and income to Charles County youth adults ages 16-24 facing academic/economic challenges. One-time funding for this was provided by utilizing General Fund reserves.
92,600	A Recreation Services Administrator for the Department of Recreation, Parks and Tourism to assist with the growing programs and services being offered. This mid-level manager will aid in streamlining supervision of the various work areas. This was funded by reducing the contingency budget in the General Fund.
77,400	The Commissioners' reduced the contingency budget in the General Fund to provide funding for a Tourism Event Specialist position for the Department of Recreation, Parks and Tourism. This position is needed to support the Event Coordinator with planning and executing large scale events and festivals.
50,000	One-time funding was approved for a feasibility study for a Cobb Neck Community Center and was funded by utilizing fund balance reserves in the General Fund.
50,000	To provide funding to give staff the opportunity to plan to use the Boys and Girls Club - Waldorf monies that has been designated by Senator Ellis and Senator Jackson. The Commissioners' approved this one-time funding by utilizing fund balance reserves in the General Fund.
40,400	Contract services was increased to provide one-time funding for additional security at the various Charles County Government buildings. The Commissioners' utilized fund balance reserves in the General Fund to fund this increase.
35,000	To provide one-time funding to add a sidewalk which will be 640' past J.P. Ryon Elementary School the Commissioners utilized fund balance reserves in the General Fund.

FISCAL YEAR 2025 APPROVED REVENUES BY ACCOUNT CLASSIFICATION

TOTAL = \$922,372,537

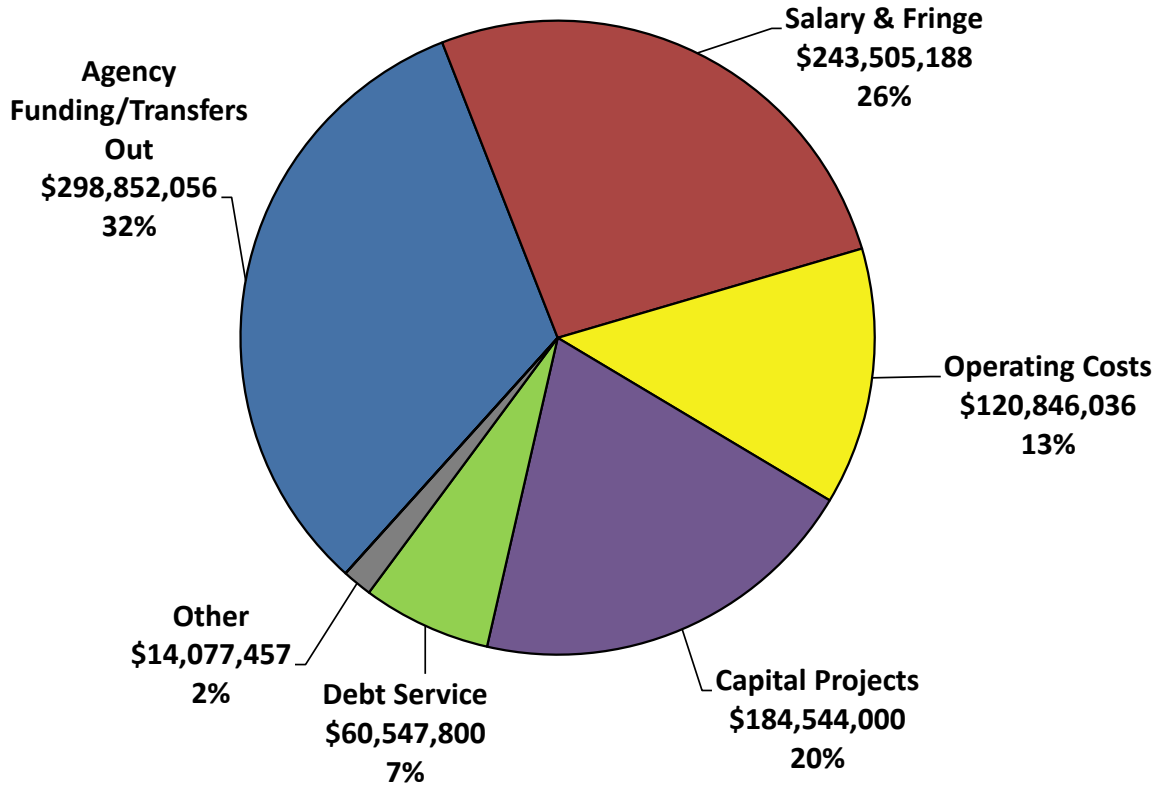


	FY2023 BUDGET	% total	FY2024 BUDGET	% total	FY2025 ADOPTED	% total
Taxes	\$474,399,100	56.2%	\$492,813,100	53.9%	\$519,163,500	56.3%
Fines & Forfeitures	6,650,700	0.8%	7,088,086	0.8%	7,078,800	0.8%
Federal & State Grants	81,927,373	9.7%	73,526,379	8.0%	38,607,774	4.2%
Local Governments	1,676,900	0.2%	2,213,100	0.2%	2,181,100	0.2%
Service Charges	91,882,218	10.9%	104,710,536	11.5%	114,137,236	12.4%
Other	65,421,728	7.8%	78,976,910	8.6%	83,012,127	9.0%
Capital Project Funding	121,873,000	14.4%	154,832,000	16.9%	158,192,000	17.2%
TOTAL ALL FUNDS	\$843,831,019		\$914,160,111		\$922,372,537	

NOTE: The FY2023 and FY2024 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 2025 APPROVED EXPENDITURES BY ACCOUNT CLASSIFICATION

TOTAL = \$922,372,537



	FY2023	%	FY2024	%	FY2025	%
	BUDGET	total	BUDGET	total	ADOPTED	total
Agency Funding/Transfers Out	\$281,832,087	33.4%	\$285,162,412	31.2%	\$298,852,056	32.4%
Salary & Fringe	194,430,891	23.0%	222,501,077	24.3%	243,505,188	26.4%
Operating Costs	105,820,154	12.5%	120,069,521	13.1%	120,846,036	13.1%
Capital Projects	189,500,000	22.5%	211,110,000	23.1%	184,544,000	20.0%
Debt Service	59,288,362	7.0%	58,834,280	6.4%	60,547,800	6.6%
Capital Outlay/Maintenance	11,333,549	1.3%	14,864,221	1.6%	12,836,360	1.4%
Operating Contingency	824,076	0.1%	797,700	0.1%	406,197	0.0%
Equipment Reserve	801,900	0.1%	820,900	0.1%	834,900	0.1%
TOTAL ALL FUNDS	\$843,831,019		\$914,160,111		\$922,372,537	

NOTE: The FY2023 and FY2024 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 2023 and estimates for Fiscal Year 2024 and Fiscal Year 2025. Fiscal Year 2024 estimates are based on unaudited figures as of May 31, 2024. Fiscal Year 2025 represents the approved budget for the General Fund, Debt Service and Other Governmental Funds. For the Enterprise Funds, Fiscal Year 2025 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 2025 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 through 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 2023 ended with a \$6.0 million loss due to the planned use of fund balance for one-time items to support the Commissioners' goal and objectives. The Fiscal Year 2024 fund balance is estimated to increase by \$3.3 million due to income tax, recordation and transfer taxes exceeding expectations, as well as operating savings. The planned use of \$25.0 million in fund balance is approved for FY2025 which is causing the decrease. These funds were formally reserved to fund priority one-time items in the FY2025 operating budget including funding to support the capital improvement program, funding for equipment purchases for the Sheriff's Office, feasibility studies, and other one-time items that supports Commissioner goals and objectives. Fund balance reserves were already established and are utilized in FY2025 to help offset revenue losses from the Morgantown power plant deactivation, to offset any shortages in the Income Tax revenues, 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:

	FY2023 Actual	FY2024 Estimated	FY2025 Approved
Beginning Fund Balance	\$201,536,297	\$195,528,024	\$198,836,401
Revenues	489,976,408	522,947,035	535,632,600
Expenditures	(469,721,707)	(496,001,376)	(550,196,600)
Other Financing Sources/(Uses)	(26,262,974)	(23,637,282)	(10,442,000)
Projected Ending Fund Balance	\$195,528,024	\$198,836,401	\$173,830,401
Non-spendable-Fund Balance	(5,610,370)	(5,672,379)	(5,672,379)
Restricted Fund Balance	(158,841)	(180,904)	(180,904)
Committed Fund Balance	(175,450,234)	(178,020,972)	(153,014,972)
Assigned Fund Balance	(10,240,397)	(10,889,338)	(10,889,338)
Unassigned Fund Balance	\$4,068,182	\$4,072,808	\$4,072,808

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 FY2025, a fund balance of \$119.2 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 which affect the fund balance. The fund also includes the capital lease proceeds and associated purchases which will also drive changes in fund balance.

Other Governmental Funds: Fiscal Year 2023 ended the year with a \$498 thousand increase in fund balance. Fund balance is estimated to increase in Fiscal Year 2024 by \$2.5 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 2025 it is estimated to decline by \$100,000 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 \$22.6 million at the end of Fiscal Year 2025.

Water and Sewer Fund: Net assets for the Water and Sewer Fund increased by \$15.4 million in Fiscal Year 2023. Fiscal Year 2024 is estimated to increase by \$18.6 million and Fiscal Year 2025 is estimated to increase by \$4.9 million. These amounts are relatively insignificant to a fund equity that remains in excess of \$223.5 million.

Solid Waste Fund: Net assets for the Solid Waste Fund increased by \$3.8 million in Fiscal Year 2023; an increase of 8%. Fiscal Year 2024 is estimated to increase by \$3.9 million and by \$4.6 million in Fiscal Year 2025. Driving these increases are the projected increase in revenues mainly from interest income due to higher rates. The fund equity is estimated to remain in excess of \$58.4 million at the end of Fiscal Year 2025.

Watershed Protection Fund: Net assets for the Watershed Protection Fund have increased by \$720 thousand in Fiscal Year 2023; an increase of 17%. Fiscal Year 2024 is estimated to increase by \$770 thousand; an increase of 16%. These increases in fund balance are mainly due to expenditures coming in less than anticipated and lower debt cost due to a lower bond issue being needed. The fund equity is estimated to remain in excess of \$6 million at the end of Fiscal Year 2025.

Other Enterprise Funds: A \$1.9 million gain in Fiscal Year 2023 increased fund equity by 22% and Fiscal Year 2024 is estimated to increase by \$2.4 million mainly based on an increase in building activity. Revenues related to building activity are collected but the expense may not occur until a later fiscal year. Fund balance is expected to be approximately \$12.5 million by the end of Fiscal Year 2025.

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		
	FY2023 Actual	FY2024 Estimated	FY2025 Approved	FY2023 Actual	FY2024 Estimated	FY2025 Estimated
Revenues						
Property Taxes	\$254,569	\$267,882	\$287,726	\$0	\$0	\$0
Income Taxes	165,721	173,608	169,000	0	0	0
Other Local Taxes	32,454	34,131	31,840	0	0	0
Licenses & Permits	1,134	1,225	1,095	0	0	0
Federal Grants	734	139	0	0	11	7,931
State Grants	2,627	2,605	2,844	4,909	2,923	7,656
Local Governments	110	0	0	0	0	0
Service Charges	10,735	12,518	15,080	2,710	307	2,018
Fines & Forfeitures	5,829	5,259	5,919	0	0	0
Interest	13,576	23,239	20,000	0	0	0
Rent Revenues	1,582	1,440	1,506	0	0	0
Miscellaneous	905	903	624	10,331	2,570	101
Total Revenues	\$489,976	\$522,947	\$535,633	\$17,950	\$5,811	\$17,706
Expenditures						
General Government	\$30,422	\$32,950	\$38,373	\$8,944	\$9,273	\$22,243
Fiscal & Administrative Services	11,898	9,548	12,129	592	202	136
Public Works - Facilities	14,497	15,850	18,812	0	0	0
Public Works - Utilities	0	0	0	0	0	0
Community Services	2,398	2,653	3,564	0	0	0
Recreation, Parks & Tourism	10,167	11,110	14,197	7,592	1,159	11,341
Planning & Growth Mgmt.	3,992	4,130	11,476	22	129	0
Public Safety	124,399	143,415	160,830	1,638	6,505	6,918
Health & Social Services	6,426	5,856	6,186	0	0	0
Conservation of Natural Resources	763	765	829	2,417	2,242	2,805
Economic Development	2,154	1,938	2,324	0	0	0
Education Appropriations	228,643	235,455	248,769	20,217	37,251	24,783
Other	23	0	65	0	0	0
Debt Service	33,942	32,332	32,644	0	0	0
Total Expenditures	\$469,722	\$496,001	\$550,197	\$41,422	\$56,760	\$68,226
Operating Gain/(Loss)	\$20,255	\$26,946	(\$14,564)	(\$23,472)	(\$50,949)	(\$50,520)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	23,100	30,700	50,915
Transfers In	8,528	1,652	700	21,333	26,301	11,142
Transfers Out	(34,791)	(25,289)	(11,142)	(2,045)	(1,200)	(600)
Net Change in Fund Balance	(\$6,008)	\$3,308	(\$25,006)	\$18,916	\$4,852	\$10,937
Fund Balance-						
Beginning of Year	201,536	195,528	198,836	85,216	104,132	108,985
Fund Balance - End of Year	\$195,528	\$198,836	\$173,830	\$104,132	\$108,985	\$119,922

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		
	FY2023 Actual	FY2024 Estimated	FY2025 Estimated	FY2023 Actual	FY2024 Estimated	FY2025 Approved
Revenues						
Property Taxes	\$0	\$0	\$0	\$14,569	\$15,264	\$16,307
Income Taxes	0	0	0	0	0	0
Other Local Taxes	11,330	12,043	12,751	0	0	0
Licenses & Permits	0	0	0	8	10	8
Federal Grants	0	0	0	20,161	22,453	18,342
State Grants	0	0	0	5,060	7,528	5,392
Local Governments	0	0	0	100	100	100
Service Charges	0	0	0	4,217	4,791	4,289
Fines & Forfeitures	0	0	0	112	109	85
Interest Income	1,174	1,205	84	142	1,391	125
Rent Revenues	0	0	0	0	125	0
Miscellaneous	0	1,357	1,540	223	678	187
Total Revenues	\$12,505	\$14,605	\$14,375	\$44,592	\$52,448	\$44,835
Expenditures						
General Government	\$1,245	\$3,035	\$4,275	\$2,917	\$2,942	4,810
Fiscal & Administrative Services	0	0	0	0	209	0
Public Works - Facilities	0	0	0	0	0	0
Public Works - Utilities	0	0	0	0	0	0
Community Services	0	0	0	16,416	14,527	13,466
Recreation, Parks & Tourism	0	0	0	506	42	42
Planning & Growth Mgmt.	0	0	0	8,823	11,135	12,595
Public Safety	0	0	0	18,916	22,252	20,284
Health & Social Services	0	0	0	1,096	3,814	2,868
Conservation of Natural Resources	0	0	0	290	0	31
Economic Development	0	0	0	71	877	275
Education Appropriations	0	0	0		1,014	85
Other	0	0	0	0	0	0
Debt Service	14,099	9,773	15,383	0	0	0
Total Expenditures	\$15,343	\$12,807	\$19,658	\$49,035	\$56,813	\$54,456
Operating Gain/(Loss)	(\$2,839)	\$1,797	(\$5,284)	(\$4,443)	(\$4,365)	(\$9,621)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	2,579	2,362	5,284	0	0	0
Transfers In	0	0	0	5,524	7,213	9,621
Transfers Out	0	0	0	(583)	(319)	(100)
Net Change in Fund Balance	(\$259)	\$4,159	\$0	\$498	\$2,530	(\$100)
Fund Balance-						
Beginning of Year	21,039	20,779	24,938	19,714	20,212	22,741
Fund Balance - End of Year	\$20,779	\$24,938	\$24,938	\$20,212	\$22,741	\$22,641

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		
	FY2023 Actual	FY2024 Estimated	FY2025 Estimated	FY2023 Actual	FY2024 Estimated	FY2025 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	80	77	12	31	5
Federal Grants	0	0	0	0	0	0
State Grants	0	0	0	0	0	0
Local Governments	1,288	1,852	2,081	0	0	0
Service Charges	54,512	60,930	61,350	11,153	11,117	12,173
Fines & Forfeitures	953	1,022	1,075	0	0	0
Interest Income	157	1	0	972	1,788	2,000
Rent Revenues	37	373	330	0	0	0
Miscellaneous	9,815	4,458	3,985	1	0	0
Total Revenues	\$66,841	\$68,716	\$68,898	\$12,139	\$12,936	\$14,178
Expenditures						
General Government	\$874	\$881	\$954	\$140	\$161	\$50
Fiscal & Administrative Services	1,226	1,234	1,475	0	0	0
Public Works - Facilities	0	0	0	8,226	8,802	9,464
Public Works - Utilities	44,685	43,153	56,358	0	0	0
Community Services	0	0	0	0	0	0
Recreation, Parks & Tourism	0	0	0	0	0	0
Planning & Growth Mgmt.	1,153	1,224	1,349	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	3,512	3,645	3,818	35	46	40
Total Expenditures	\$51,449	\$50,137	\$63,955	\$8,401	\$9,008	\$9,554
Operating Gain/(Loss)	\$15,392	\$18,579	\$4,943	\$3,738	\$3,928	\$4,624
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	0	0	0	65	0	0
Transfers Out/Capital Contribution	0	0	0	0	0	0
Change in Net Assets	\$15,392	\$18,579	\$4,943	\$3,803	\$3,928	\$4,624
Net Assets-						
Beginning of Year	184,586	199,977	218,556	46,076	49,879	53,807
Net Assets- End of Year	\$199,977	\$218,556	\$223,500	\$49,879	\$53,807	\$58,431

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		
	FY2023 Actual	FY2024 Estimated	FY2025 Estimated	FY2023 Actual	FY2024 Estimated	FY2025 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	80	32	21
Local Governments	0	0	0	0	0	0
Service Charges	7,167	7,601	8,244	17,932	23,190	22,300
Fines & Forfeitures	0	0	0	0	0	0
Interest Income	13	17	3	16	17	12
Rent Revenues	0	0	0	2	78	83
Miscellaneous	0	0	0	401	40	0
Total Revenues	\$7,180	\$7,617	\$8,247	\$18,431	\$23,357	\$22,416
Expenditures						
General Government	\$33	\$40	\$63	\$139	\$123	\$224
Fiscal & Administrative Services	0	0	0	0	0	0
Public Works - Facilities	3,311	2,928	3,338	7,444	7,834	9,398
Public Works - Utilities	0	0	0	0	0	0
Community Services	0	0	0	91	166	146
Recreation, Parks & Tourism	0	30	30	1,968	2,105	2,141
Planning & Growth Mgmt.	1,920	2,368	2,680	6,896	10,517	10,784
Public Safety	0	0	0	174	168	108
Health & Social Services	0	0	0	0	0	0
Conservation of Natural Resources	80	88	143	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	1,116	1,288	1,423	10	11	11
Total Expenditures	\$6,460	\$6,742	\$7,677	\$16,722	\$20,924	\$22,811
Operating Gain/(Loss)	\$720	\$875	\$570	\$1,709	\$2,433	(\$396)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	0	0	0	175	75	75
Transfers Out	0	(105)	(110)	0	(105)	(105)
Change in Net Assets	\$720	\$770	\$459	\$1,884	\$2,403	(\$426)
Net Assets-						
Beginning of Year	4,091	4,811	5,581	8,674	10,559	12,962
Net Assets- End of Year	\$4,811	\$5,581	\$6,040	\$10,559	\$12,962	\$12,536

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		
	FY2023 Actual	FY2024 Estimated	FY2025 Estimated	FY2023 Actual	FY2024 Estimated	FY2025 Estimated
Revenues						
Property Taxes	\$0	\$0	\$0	\$269,139	\$283,146	\$304,033
Income Taxes	0	0	0	165,721	173,608	169,000
Other Local Taxes	0	0	0	43,784	46,173	44,591
Licenses & Permits	91	111	82	1,142	1,234	1,103
Federal Grants	0	0	0	20,895	22,604	26,273
State Grants	80	32	21	12,597	13,056	15,892
Local Governments	1,288	1,852	2,081	210	100	100
Service Charges	90,765	102,838	104,067	17,662	17,615	21,386
Fines & Forfeitures	953	1,022	1,075	5,941	5,368	6,004
Interest	1,158	1,822	2,015	14,892	25,835	20,209
Rent Revenues	39	451	413	1,582	1,565	1,506
Miscellaneous	10,217	4,498	3,985	11,459	5,508	2,453
Total Revenues	\$104,591	\$112,626	\$113,739	\$565,024	\$595,811	\$612,549
Expenditures						
General Government	\$1,186	\$1,204	\$1,291	\$43,527	\$48,200	\$69,702
Fiscal & Administrative Services	1,226	1,234	1,475	12,490	9,959	12,265
Public Works - Facilities	18,982	19,563	22,200	14,497	15,850	18,812
Public Works - Utilities	44,685	43,153	56,358	0	0	0
Community Services	91	166	146	18,814	17,180	17,029
Recreation, Parks & Tourism	1,968	2,135	2,171	18,265	12,310	25,579
Planning & Growth Mgmt.	9,969	14,109	14,813	12,838	15,394	24,071
Public Safety	174	168	108	144,953	172,172	188,032
Health & Social Services	0	0	0	7,521	9,671	9,054
Conservation of Natural Resources	80	88	143	3,470	3,008	3,665
Economic Development	0	0	0	2,225	2,815	2,599
Education Appropriations	0	0	0	248,860	273,720	273,637
Other	0	0	0	23	0	65
Debt Service	4,673	4,989	5,293	48,040	42,105	48,027
Total Expenditures	\$83,032	\$86,811	\$103,998	\$575,522	\$622,382	\$692,538
Operating Gain/(Loss)	\$21,559	\$25,815	\$9,741	(\$10,499)	(\$26,571)	(\$79,989)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	25,679	33,062	56,199
Transfers In	240	75	75	35,385	35,167	21,463
Transfers Out	0	(210)	(215)	(37,419)	(26,808)	(11,842)
Net Change	\$21,799	\$25,680	\$9,601	\$13,147	\$14,849	(\$14,169)
Fund Balance-						
Beginning of Year	243,427	265,226	290,906	327,505	340,651	355,501
Fund Balance - End of Year	\$265,226	\$290,906	\$300,507	\$340,651	\$355,501	\$341,332

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

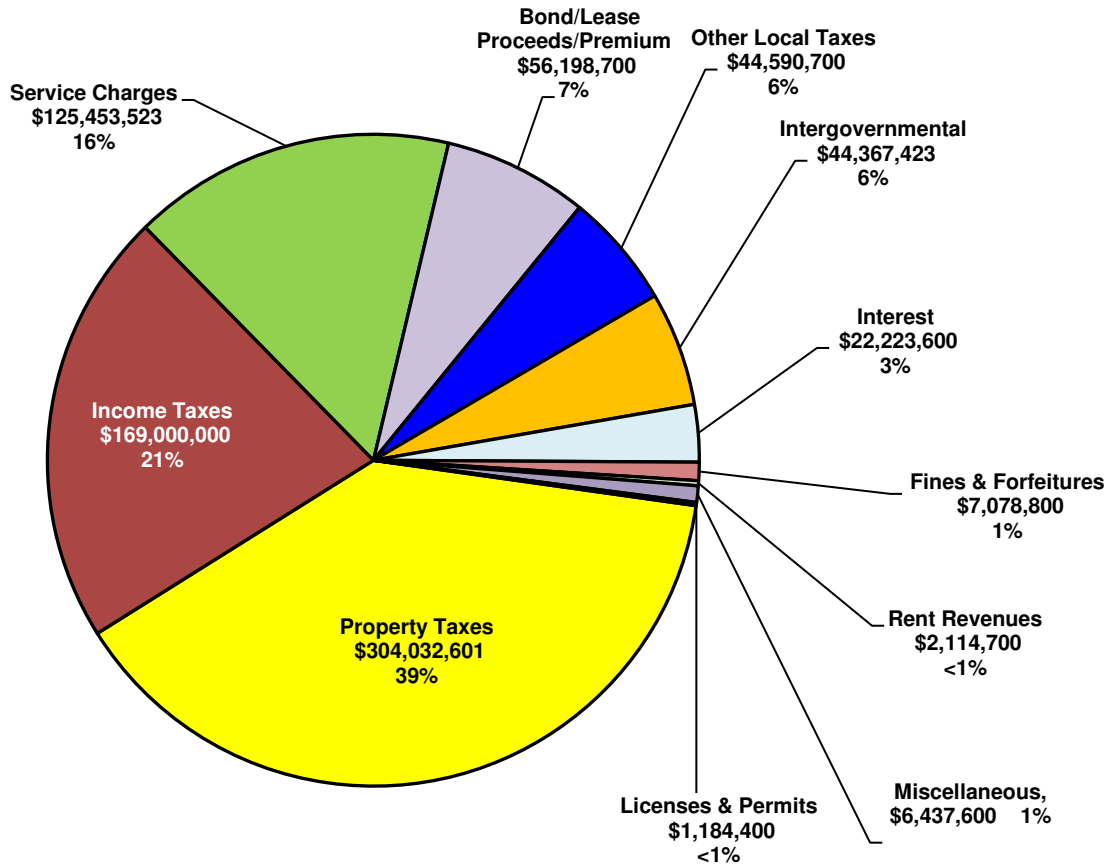
All Governmental Fund Types and Proprietary Funds Three-Year Comparisons

(amounts expressed in thousands)

	TOTAL ALL FUNDS		
	FY2023 Actual	FY2024 Estimated	FY2025 Estimated
Revenues			
Property Taxes	\$269,139	\$283,146	\$304,033
Income Taxes	165,721	173,608	169,000
Other Local Taxes	43,784	46,173	44,591
Licenses & Permits	1,233	1,345	1,184
Federal Grants	20,895	22,604	26,273
State Grants	12,677	13,087	15,913
Local Governments	1,498	1,952	2,181
Service Charges	108,428	120,453	125,454
Fines & Forfeitures	6,894	6,390	7,079
Interest	16,050	27,657	22,224
Rent Revenues	1,621	2,016	1,919
Miscellaneous	21,675	10,006	6,438
Total Revenues	\$669,615	\$708,437	\$726,287
Expenditures			
General Government	\$44,713	\$49,404	\$70,992
Fiscal & Administrative Services	13,716	11,192	13,741
Public Works - Facilities	33,478	35,413	41,012
Public Works - Utilities	44,685	43,153	56,358
Community Services	18,904	17,346	17,175
Recreation, Parks & Tourism	20,233	14,446	27,750
Planning & Growth Mgmt.	22,807	29,503	38,885
Public Safety	145,127	172,340	188,140
Health & Social Services	7,521	9,671	9,054
Conservation of Natural Resources	3,550	3,096	3,808
Economic Development	2,225	2,815	2,599
Education Appropriations	248,860	273,720	273,637
Other	23	0	65
Debt Service	52,713	47,095	53,320
Total Expenditures	\$658,555	\$709,193	\$796,535
Operating Gain/(Loss)	\$11,060	(\$756)	(\$70,248)
Other Financing Sources/(Uses):			
Bond/Lease Proceeds/Premium	25,679	33,062	56,199
Transfers In	35,625	35,242	21,538
Transfers Out	(37,419)	(27,018)	(12,057)
Net Change	\$34,946	\$40,530	(\$4,568)
Fund Balance- Beginning of Year			
Fund Balance - End of Year			

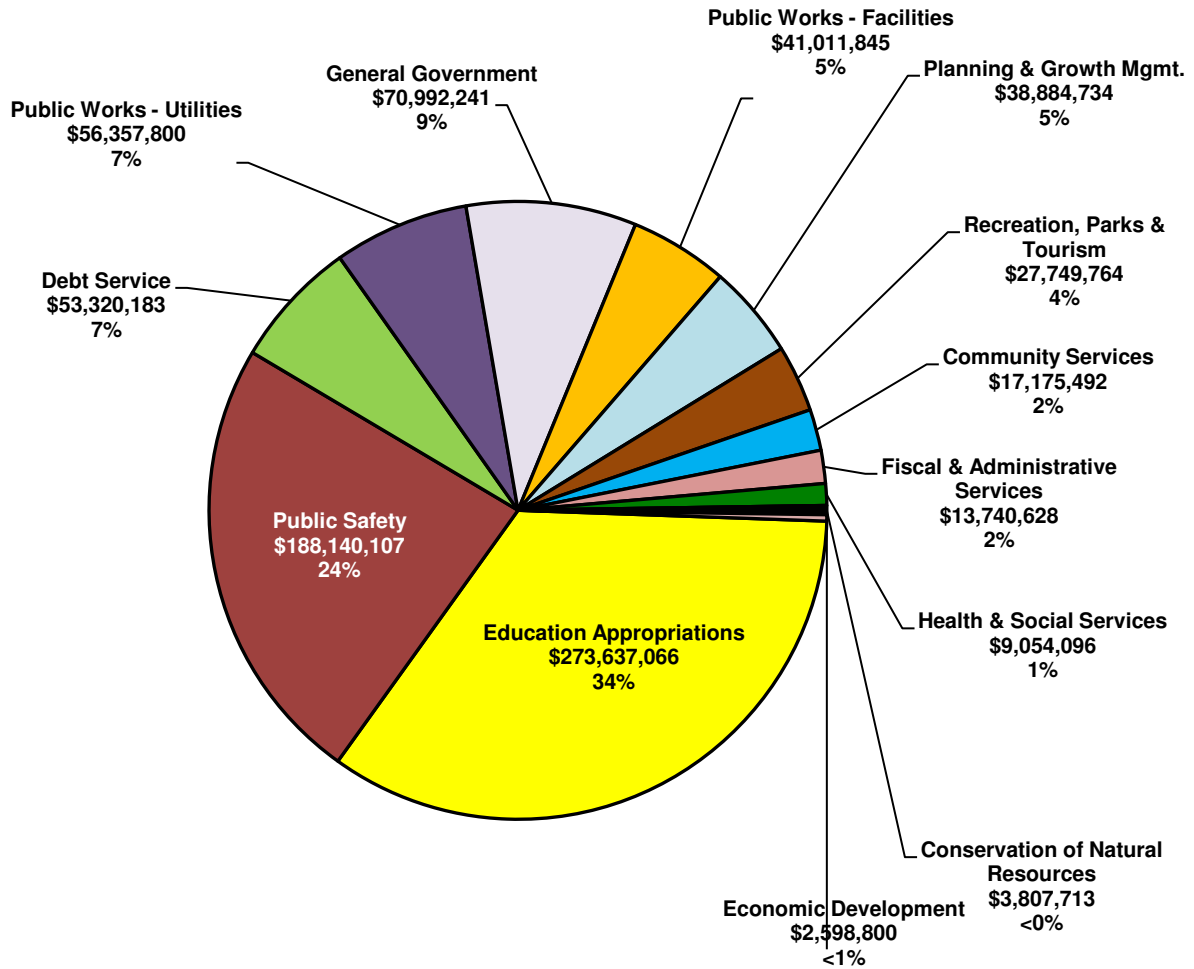
FY2025 Total Estimated Revenues by Account Classification

Total = \$782,486,147



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

FY2025 Total Estimated Expenses by Function Total = \$796,535,269



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; (2023 Estimate): 171,973

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

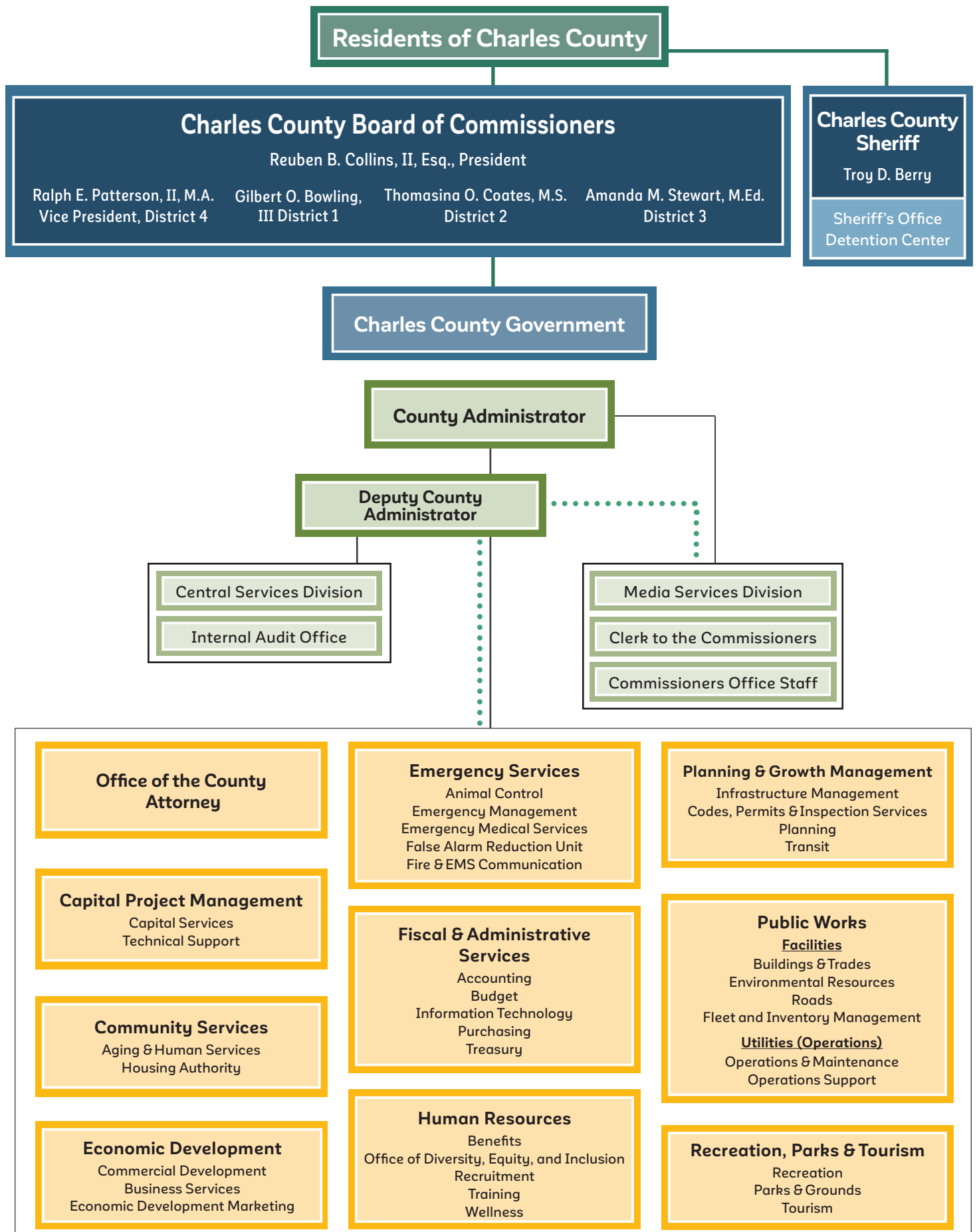
Visit the County's Facebook at: <https://www.facebook.com/CharlesCounty>

Visit the County's X at: <https://x.com/CharlesCoMD>

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

Visit the County's [Community Engagement Hub](#)

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.



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

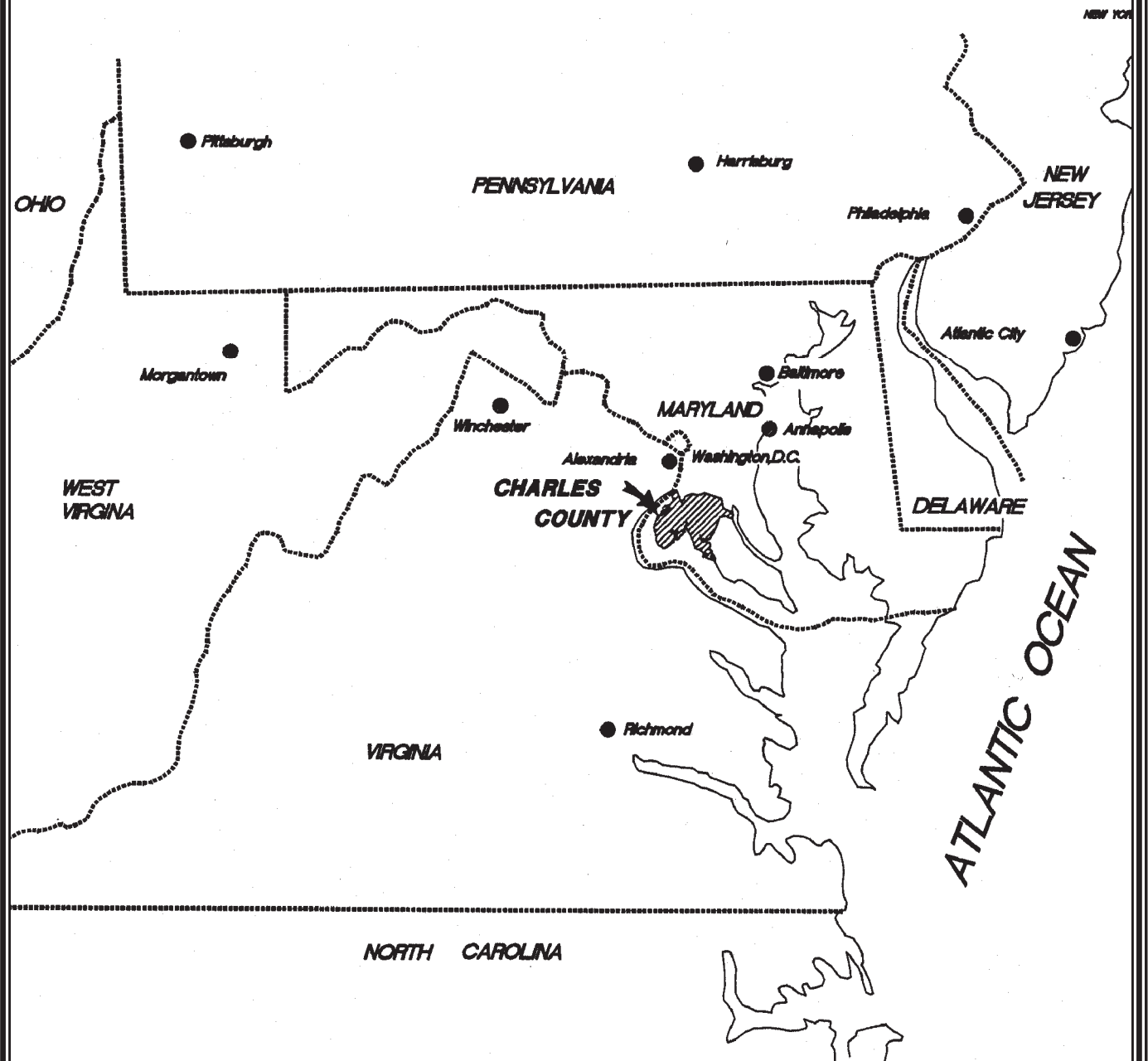
Source: MD Department of Commerce, Brief Economic Facts

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

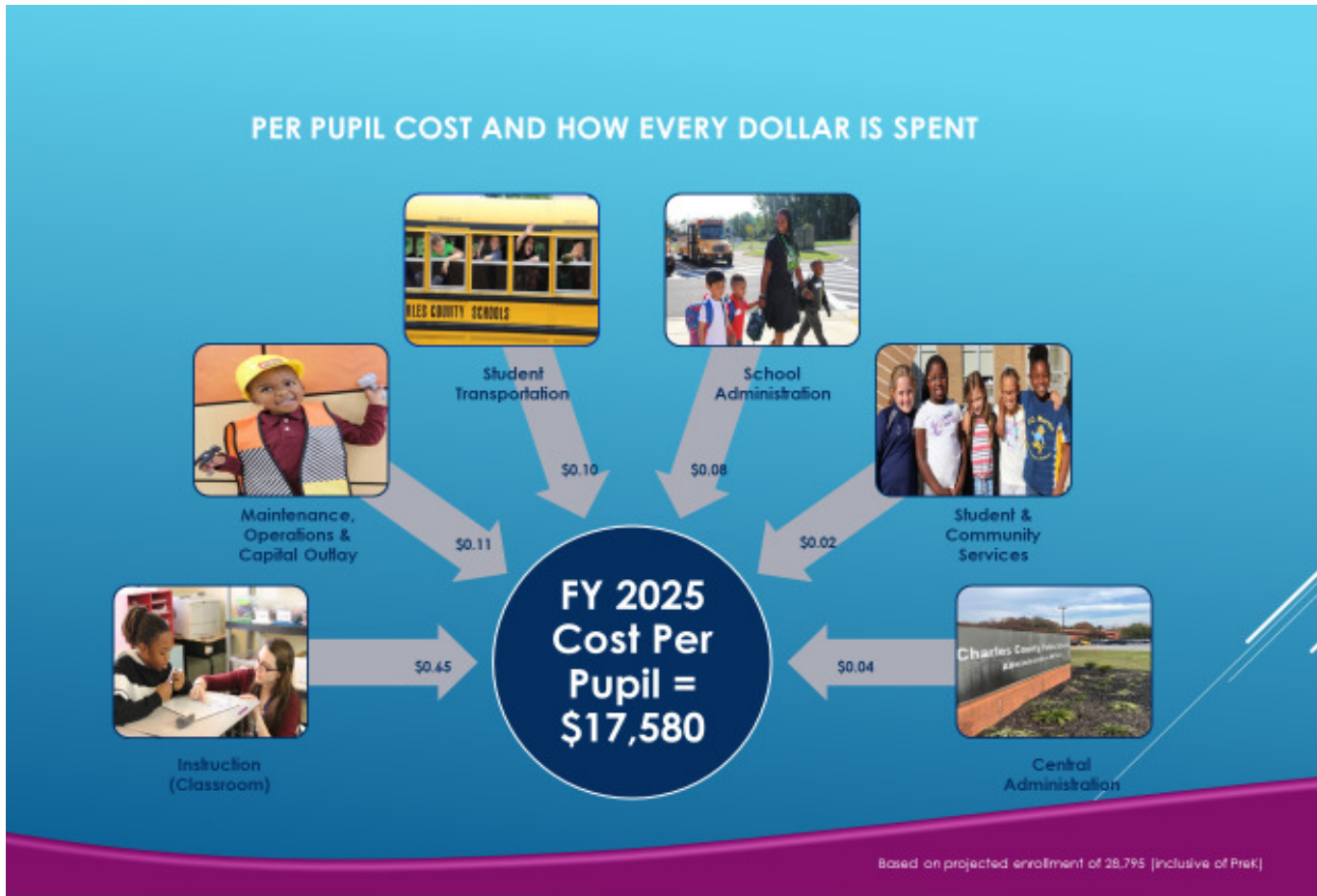
Source: National Oceanic and Atmospheric Administration and MD State Climatologist Office (1981-2010 normals); MD Geological Survey

CHARLES COUNTY LOCATION MAP



PREPARED BY THE CHARLES COUNTY DEPARTMENT
OF PLANNING AND GROWTH MANAGEMENT-MAPPING

PUBLIC SCHOOLS



Student Enrollment Full-time Equivalent FY2016 - FY2025 (exclusive of Pre-K)

Fiscal Year	FTE	Change	Percent
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	26,723	88	0.3%
FY2025 est.	27,540	817	3.1%

COUNTY & STATE PARKS

Bensville Park - Waldorf

Developed facilities currently include athletic playing fields, playground, a zipline, and a hiking trail. Sports fields include: one regulation-size baseball, three little League baseball, four soccer, one football field (all fields require a permit) and one basketball court. 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 in fall 2024. 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, 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 include: two youth baseball, one regulation baseball, four soccer, one football field, and a separate field designated for general community use. Five 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 accommodate 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 for limited hours during athletic events only.

Ruth B. Swann Memorial Park - Bryans Road

This western area park borders Pomomkey 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. A 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, basketball court with pickleball overlay, 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, two outdoor bocce ball courts, 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. We have recently added the Calm Cove Sensory Room which showcases our commitment to inclusivity and therapeutic recreation. The space is designed to be versatile, catering to both stimulating and calming sensory experiences to accommodate varying needs. Equipped with an array of multi-sensory resources, Calm Cove aims to engage participants in both fun and therapeutic activities, making it a unique addition to the County's recreational offerings.



RECREATION

Mobile Recreation “Rec Xpress” – our mobile vehicle that provides recreational based activities to communities and parks throughout Charles County. Activities vary 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.

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 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 people 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

Family Attractions

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.

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, Concerts and Cornstalkers Trail of Terror. Children of all ages will love the "Crabby Cove" a motorized bumper boat pool play area.

Capital Clubhouse in Waldorf, is an 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.

The **Town of La Plata** is a charming small town with a 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.

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.

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 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 Stag Hall, Port Tobacco Courthouse and Washington Burch House.

Illustration by: Joseph Troy

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, making it the first national marine sanctuary designation 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. Additionally, 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.

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. **St. Ignatius Catholic Church**, situated on a ninety-foot hill at Chapel Point, is on the Religious Freedom Scenic Byway. This location has one of the most picturesque Potomac River views in Charles County.

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 story behind the burial ground's discovery, learn about the people that contributed to the fabric of the county and nation.

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.

Illustrations by: Joseph Troy

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, 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.

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.

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 features 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.

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.

ECONOMIC AND STATISTICAL INFORMATION

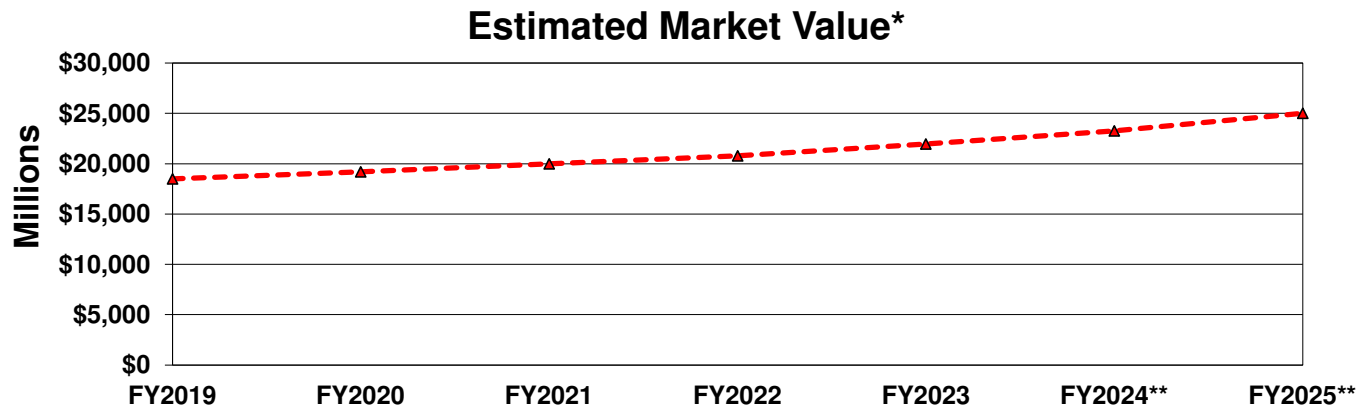
Charles County, Maryland Assessed and Estimated Market Value of All Property Classes (amounts expressed in thousands)

Fiscal Year Ended June 30th	Real Property		Business Personal Property	Railroads & Public Utilities	Ordinary Business Corporations	Total Assessed Value	Total Market Value**
	Full Year	Partial Yr.					
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	\$22,031,517	\$257,097	\$5,373	\$387,284	\$200,000	\$22,881,271	\$23,268,555
2025*	\$23,810,630	\$235,200	\$5,373	\$387,284	\$200,000	\$24,638,486	\$25,025,770

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 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 2024)

<u>Taxpayer</u>	<u>Property Tax Billed ¹</u>
Southern Maryland Electric Coop Inc.....	\$5,557,231
CPV Maryland, LLC.....	2,388,187 **
Dominion Cove Point LNG,LP.....	2,341,785
SCG Atlas Westchester LLC.....	1,351,195
Washington Gas Light Company.....	1,144,145
GenOn Mid-Atlantic, LLC.....	1,049,536 **
Verizon Maryland Inc.....	865,575
Potomac Electric Power Company.....	760,004
Madison Waldorf LLC.....	671,831
LH Waldorf LLC.....	646,075

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

Fiscal Years	County-Wide Property Tax Rates Per \$100 Assessed Value							
	<u>Real Property</u>				<u>Business Property</u>			
	General County (Including Education)	Fire and Rescue Tax	State	Total	General County (Including Education)	Fire and Rescue Tax	State*	Total
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
2025	1.141	0.064	0.112	1.317	2.8525	0.16	0.28	3.2925

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

How are your Property Taxes calculated?



Assessed property value	\$429,000 ^a
Divided by \$100 increments	\$100 ^b
Multiplied by the combined tax rate	\$1.317 ^c
Total property taxes due	\$5,650

- 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 abatelements)

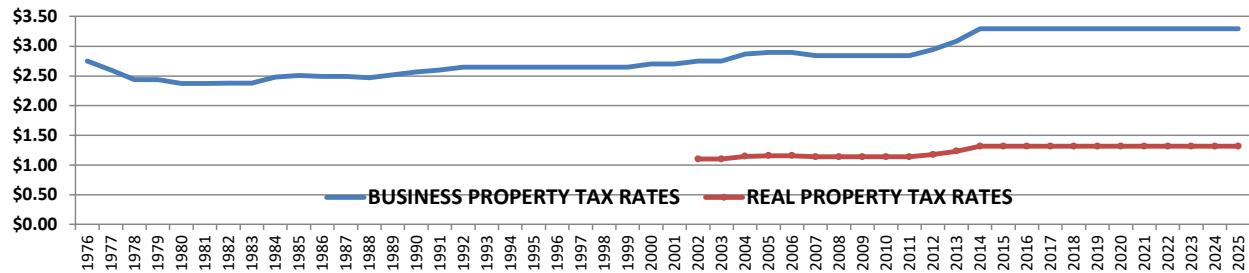
Fiscal Years	County (Including Education)	Fire and Rescue Tax	State
2019	\$216,532,933	\$12,145,581	\$20,535,934
2020	224,009,920	12,564,974	21,312,763
2021	233,302,983	13,086,232	22,213,529
2022	242,337,352	13,592,980	23,046,539
2023	256,205,207	14,370,844	24,403,685
2024*	269,877,875	15,137,760	25,916,035
2025 Est.	289,926,627	16,262,317	27,884,011

Source: Audited financial statements of the County for the fiscal years 2019-2023

*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				REAL PROPERTY TAX RATES				INCOME TAX RATE*	BUDGET
	FIRE	COUNTY	STATE	TOTAL	FIRE	COUNTY	STATE	TOTAL		
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					50%	\$137,248,500
2000	0.16	2.33	0.21	\$2.70					2.52% **	\$152,185,700
2001	0.16	2.33	0.21	\$2.70					2.81%	\$161,893,300
2002	0.16	2.38	0.21	\$2.75	0.064	0.952	0.084	\$1.10	2.85%	\$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
2025	0.16	2.85250	0.28	\$3.2925	0.064	1.1410	0.112	\$1.317	3.03%	\$561,338,600

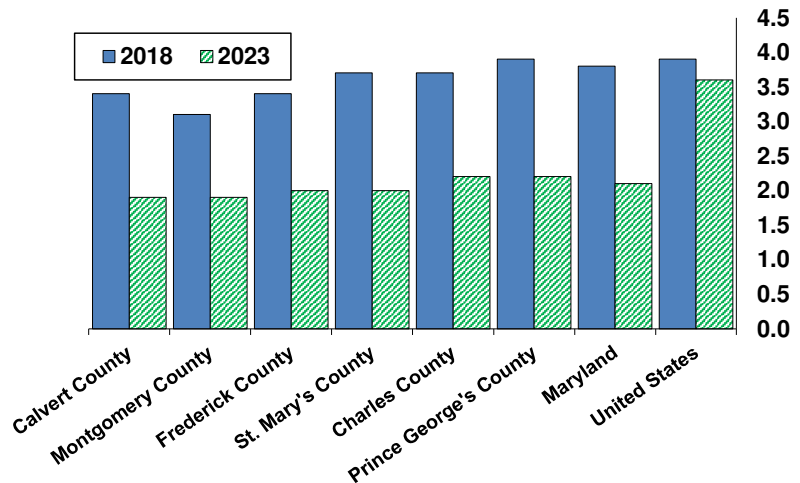
* Income Tax rates are shown as calendar years.

** 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

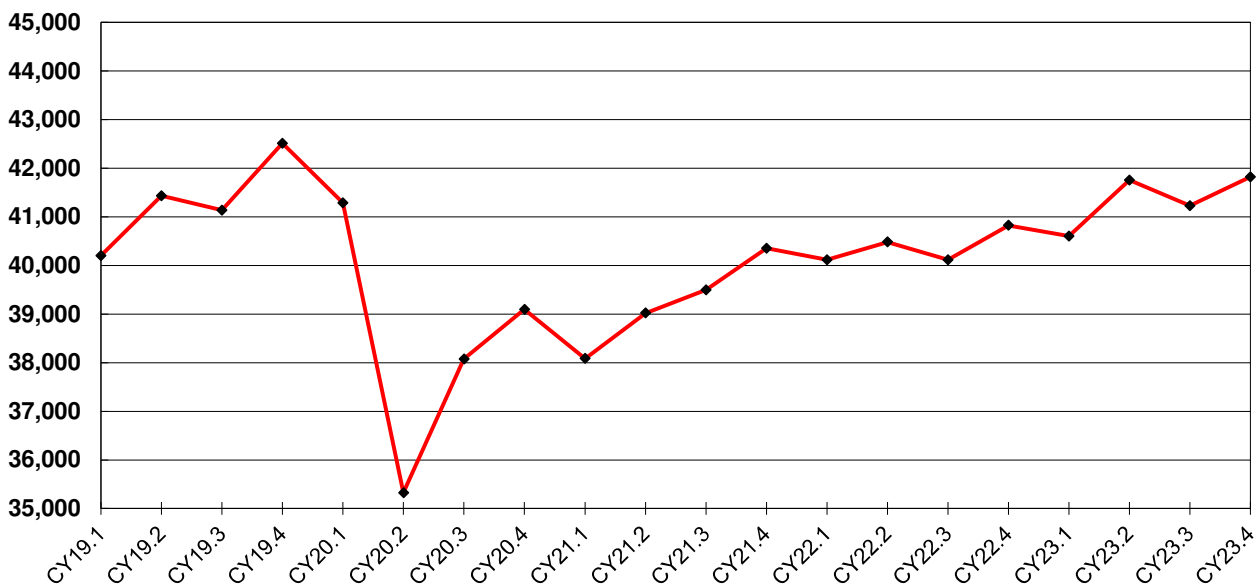
Average Annual Unemployment Rate

<u>Calendar Year:</u>	<u>2018</u>	<u>2023</u>
Calvert County	3.4	1.9
Montgomery County	3.1	1.9
Frederick County	3.4	2.0
St. Mary's County	3.7	2.0
Charles County	3.7	2.2
Prince George's County	3.9	2.2
State of Maryland	3.8	2.1
United States	3.9	3.6



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

Average Quarterly Employment "Jobs within the County"



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.

Source: Maryland Department of Labor, Licensing, & Regulation. Published June 2024.

ECONOMIC AND STATISTICAL INFORMATION

Major Employers

<u>Employer</u>	<u>Number of Employees</u>	<u>Employer</u>	<u>Number of Employees</u>
Charles County Board of Education.....	4,612	Safeway.....	466
Naval Department of Defense at Indian Head.....	4,272	Target.....	400
Charles County Government.....	2,035	MedStar Shah.....	400
UM Charles Regional Medical Center.....	841	Lowe's.....	310
College of Southern Maryland.....	711	Amazon.....	300
Wal-Mart/Sam's Club.....	638	Chick-fil A.....	253
Southern MD Electrical Coop.....	527	Genesis Health Care Waldorf/La Plata Centers....	211
Waldorf Chevy/Cadillac, Honda, Ford, Toyota/Scion, Dodge.....	527	Darden Restaurants.....	201

Source: Charles County Economic Development Department, 2024.

Hourly Wage Rates

<u>Selected Occupations</u>	<u>Local Median</u>	<u>State Median</u>	<u>Selected Occupations</u>	<u>Local Median</u>	<u>State Median</u>
Accountants & Auditors.....	\$ 41.00	\$ 40.00	Helpers.....	\$ 20.00	\$ 18.00
Aerospace Engineers.....	\$ 64.00	\$ 70.00	Network Administrators.....	\$ 51.00	\$ 52.00
Bookkeeping/Accounting Clerks.....	\$ 25.00	\$ 24.00	Packers and packagers, hand.....	\$ 17.00	\$ 16.00
Computer Systems Analyst.....	\$ 48.00	\$ 53.00	Retail Salesperson.....	\$ 16.00	\$ 16.00
Customer Service Representatives.....	\$ 18.00	\$ 19.00	Registered Nurse.....	\$ 41.00	\$ 43.00
Electrical Engineers.....	\$ 59.00	\$ 58.00	Secretaries.....	\$ 23.00	\$ 22.00
Electrical & Electronic Eng. Techs.....	\$ 50.00	\$ 42.00	Shipping/Receiving Clerks.....	\$ 20.00	\$ 21.00
Industrial Truck & Tractor Operators.....	\$ 24.00	\$ 20.00	Team Assemblers.....	\$ 22.00	\$ 21.00

Source: Maryland Department of Labor, Licensing and Regulation; latest update available is as of June 2024. Wages were adjusted for inflationary pressure through 2022. Local Wage Rates represent Southern Maryland which includes Calvert, Charles, and St. Mary's counties. Wages may vary by industry, employer, and locality and are rounded to the nearest \$1.

Number of Charles County 2022 Income Tax Returns by Maryland Adjusted Gross Income Class

<u>Maryland Adjusted Gross Income</u>	<u>Number of Returns</u>	<u>% of Total</u>	<u>Charles County as a % of Maryland</u>
\$0-\$9,999.....	1,014	1.5%	1.0%
\$10,000 under \$20,000.....	4,715	6.9%	2.3
\$20,000 under \$30,000.....	6,530	9.6%	2.5
\$30,000 under \$40,000.....	6,570	9.7%	2.4
\$40,000 under \$50,000.....	5,705	8.4%	2.5
\$50,000 under \$100,000.....	20,618	30.3%	2.9
\$100,000 and over.....	22,822	33.6%	2.9
Taxable Returns.....	67,974	100.0%	2.7%
Non-Taxable.....	13,303		2.1
Total- All Returns.....	<u>81,277</u>		<u>2.6%</u>

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 fourth for Median Household Income and twelfth in Per Capita Income when compared to the other 22 counties in the State of Maryland and the City of Baltimore.

<u>Jurisdiction</u>	<u>Median Household Income</u>	<u>State Ranking</u>	<u>Per Capita Income</u>	<u>State Ranking</u>
Anne Arundel.....	\$ 116,009.00	5	\$ 56,187.00	3
Calvert.....	\$ 128,078.00	2	\$ 54,038.00	4
Charles.....	\$ 116,882.00	4	\$ 47,977.00	12
Frederick.....	\$ 115,724.00	6	\$ 51,169.00	7
Howard.....	\$ 140,971.00	1	\$ 63,441.00	2
Montgomery.....	\$ 125,583.00	3	\$ 64,126.00	1
Prince George's.....	\$ 97,935.00	11	\$ 43,833.00	15
St. Mary's.....	\$ 113,668.00	7	\$ 49,755.00	8
State of Maryland.....	\$ 98,461.00		\$ 49,865.00	

Source: 2018-2022 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.

<u>Educational Attainment</u>	<u>Charles County</u>		<u>Maryland</u>	<u>United States</u>
	<u># of Residents</u>	<u>% of total</u>	<u>% of total</u>	<u>% of total</u>
Less than 9th grade.....	2,599	2.4%	3.9%	4.9%
9th to 12th grade, no diploma.....	4,408	4.1%	5.6%	6.6%
High school graduate (includes equivalency).....	33,804	31.1%	24.2%	26.7%
Some college, no degree.....	26,084	24.0%	18.7%	20.3%
Associate's degree.....	9,237	8.5%	6.8%	8.6%
Bachelor's degree.....	19,169	17.6%	21.8%	20.2%
Graduate or professional degree.....	13,449	12.4%	19.1%	12.7%
Population 25 years and over.....	108,750			
Percent high school graduate or higher.....		93.6%	90.6%	88.5%
Percent bachelor's degree or higher.....		30.0%	40.9%	32.9%

Source: 2018-2022 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)

<u>Class of Business</u>	<u>Fiscal Year</u>		<u>%</u>	<u>2022</u>	<u>2021</u>
	<u>2022</u>	<u>2021</u>	<u>Change</u>	<u>% of Total</u>	<u>% of Total</u>
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

	<u>1980</u>	<u>1990</u>	<u>2000</u>	<u>2010</u>	<u>2020</u>	<u>2023</u> ⁽¹⁾
Age						
Under 5	5,975	8,769	8,628	9,780	10,730	9,751
5-9	6,721	8,631	9,891	10,241	11,634	11,208
10-14	8,273	7,853	10,376	11,587	13,266	12,584
15-19	7,908	7,731	8,971	11,661	13,167	12,110
20-24	5,588	7,761	6,118	8,851	9,872	10,450
25-34	12,506	19,351	17,401	17,309	19,527	21,154
35-44	10,853	16,820	22,749	24,498	26,396	22,282
45-54	6,308	11,346	17,062	24,000	28,192	25,613
55-64	4,614	6,389	10,525	14,974	18,084	24,294
65-74	2,674	4,145	5,460	8,245	9,730	13,898
<u>75 years or older</u>	<u>1,331</u>	<u>2,358</u>	<u>4,022</u>	<u>5,405</u>	<u>6,019</u>	<u>8,630</u>
All Ages	72,751	101,154	120,546	146,551	166,617	171,973
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

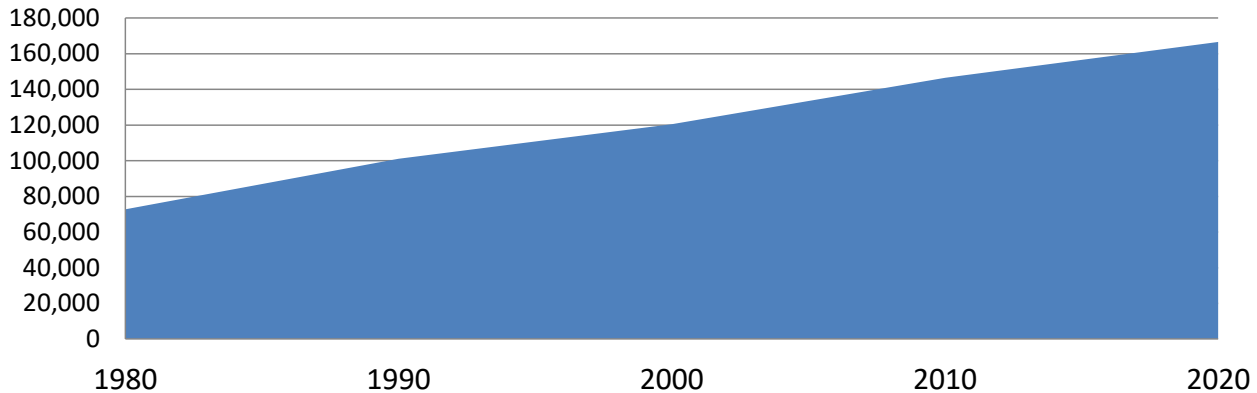
Source: U.S. Department of Commerce, U.S. Census Bureau

(1) Based on U.S. Census 2023 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.....	37.6%
Black or African American alone.....	49.1%
Hispanic or Latino (of any race).....	6.7%
Asian.....	3.2%
Other.....	3.4%

Gender

Women.....	51.7%
Men.....	48.3%

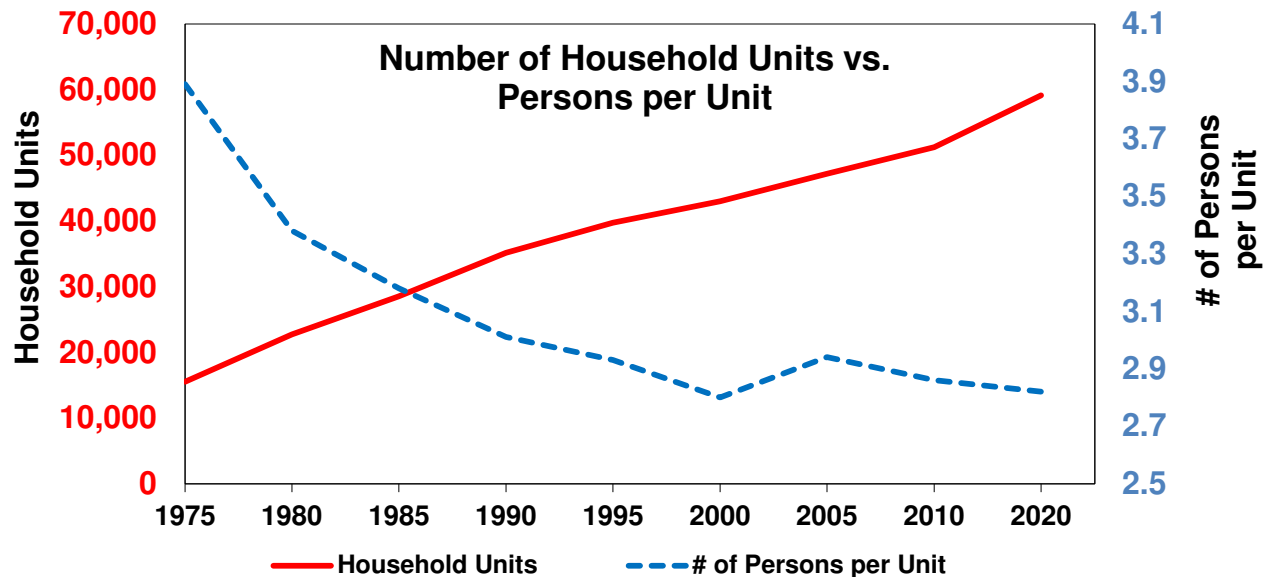
Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-year estimates

ECONOMIC AND STATISTICAL INFORMATION

Persons Per Residential Household

The total housing units for Charles County is estimated at 61,881. 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 2.78 persons per unit.

<u>Calendar Year Ending</u>	<u>Number of Occupied Housing Units</u>	<u>Number of Persons Per Unit</u>
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
2023 ⁽³⁾	61,881	2.78



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

	<u>% of Total</u>		<u>% of Total</u>
1 unit- detached.....	67.9%	5 to 9 units.....	1.7%
1 unit- attached.....	19.9%	10 to 19 units.....	5.2%
2 units.....	1.0%	20 or more units.....	3.0%
3 or 4 units.....	0.4%	Mobile home or other	0.9%

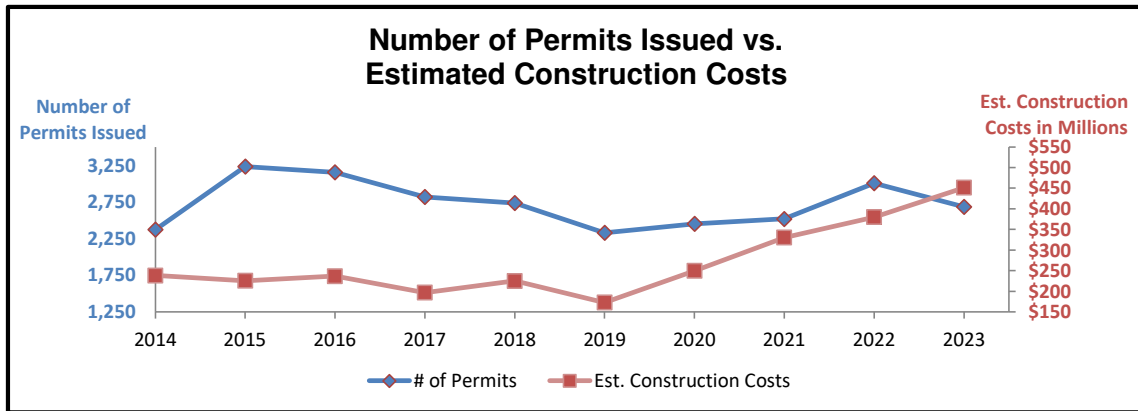
Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-year estimates.

ECONOMIC AND STATISTICAL INFORMATION

As set forth in the Ten-Year Building Permit Summary, the County has experienced steady growth. The County issued 868 new residential units in 2023.

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
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
2023	868	15	1,525	273	2,681	394,445,673



As shown below, the average cost of new single family dwelling units for FY2023 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.
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%
2023	147,135,770	299	492,093	2.8%

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, Comcast Business Class, and ThinkBig Networks.

Business/Industrial Property

Waldorf Station - New mixed-use development on 145-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.

Berry Point - Development has started on over 510,000 sf of flex/research and development space. An additional 93,000 sf of office space is also expected. At full build out and occupancy, it is expected to support over 2,100 jobs.

Market Profile Data

	<u>Low</u>	<u>High</u>	<u>Average</u>
Rental Rates- per square foot:			
Warehouse/Industrial	\$9.00	\$18.00	\$13.24
Flex/R&D/Technology	\$10.95	\$15.00	\$12.16
Class A Office	\$13.33	\$26.50	\$29.21

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 FY2025 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 **FY2023**. For further explanation on what is included in the individual Character of Expenditures, please refer to the Glossary.
8. The **Adopted FY2024 Budget** is listed in this column.
9. The **FY2024 Amended Budget** is listed in this column.
10. The **FY2025 Adopted Budget** is listed in this column.
11. The **amount of change expressed in dollars** comparing the FY2024 Adopted Budget and the FY2025 Adopted Budget. Special Revenue funds show change to the FY2024 Amended Budget due to frequent late changes to grant awards and budgets.
12. The **percentage change (%) column** represents the monetary change from FY2024 Adopted Budget to FY2025 Adopted Budget expressed as a percentage. Special Revenue funds show percentage change to FY2024 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 FY21 through FY25.
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 FY21 to FY23 are included, as well as a projection for FY24, and an estimate for FY25.
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. Fund: 4.
Program Administrator: 5.
Address: 6. Phone Number:
www.charlescountymd.gov Hours:

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services						
Fringe Benefits	7.	8.	9.	10.	11.	12.
Operating Costs						
Transfers Out						
Capital Outlay						
Total Expenditures						
Revenues 13.						

Changes and Useful Information: 14.
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Description: 15.

Positions: 16.

Title	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
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Total Full Time Equivalent	0.0	0.0	0.0	0.0	0.0
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Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
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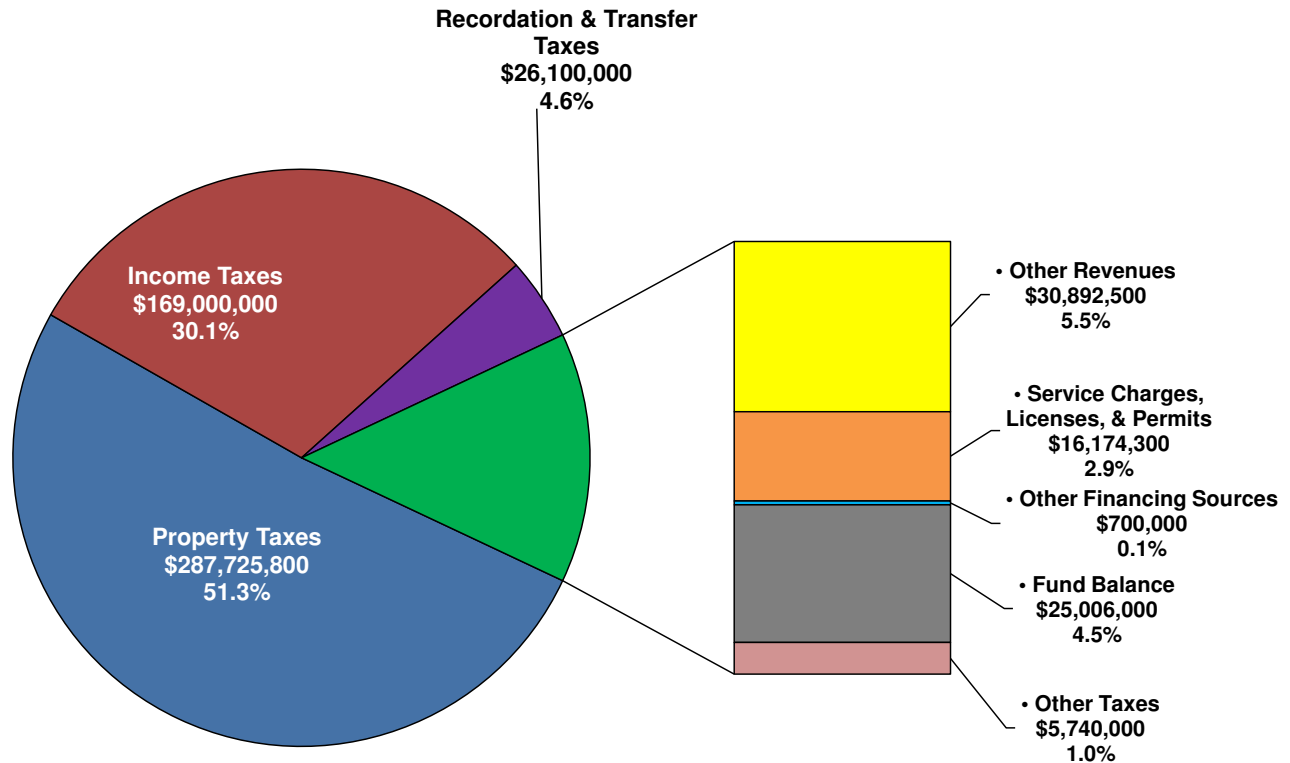
17.

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:

FY2025 General Fund Revenues/Financing Sources TOTAL ADOPTED = \$561,338,600



REVENUE BREAKDOWN

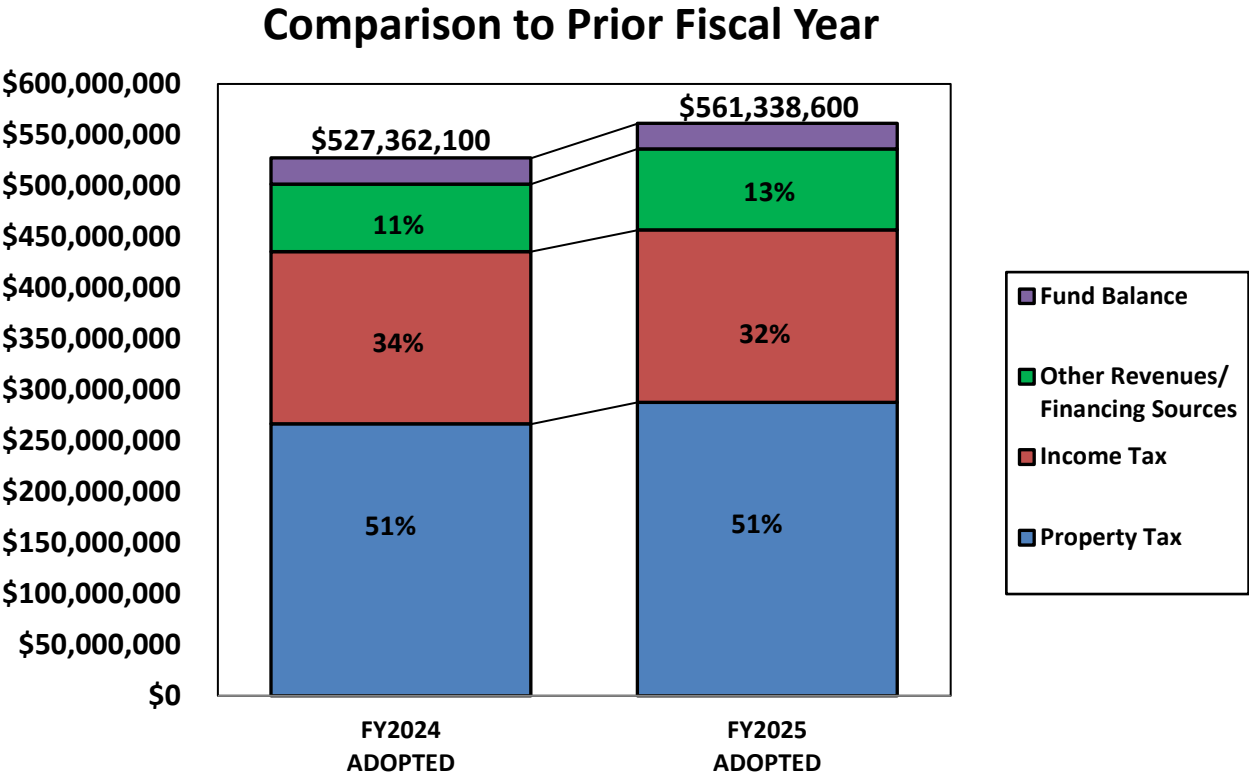
PROPERTY TAXES	51.3%	\$287,725,800	INCOME TAX	30.1%	\$169,000,000
Real & Personal	294,262,800				
Penalties, Interest & fees	1,420,000				
Tax Credits	(7,957,000)				
RECORDATION & TRANSFER TAXES	4.6%	\$26,100,000	SERVICE CHARGES, LICENSES, & PERMITS	2.9%	\$16,174,300
			EMS Billing fee	\$3,250,000	
			Reclaimed Water Sales	1,343,800	
			911 fees	3,800,000	
			Licenses & Permits	1,094,800	
			Indirect Cost Allocation	3,290,200	
			Park Fees	1,032,200	
			Remaining	2,363,300	
OTHER TAXES	1.0%	\$5,740,000	ALL OTHER REVENUES	5.5%	\$30,892,500
Hotel/Motel Tax	\$1,320,000		Fines & Forfeitures	\$5,918,800	
Highway User	3,410,000		Rent	1,505,800	
Admission Tax	810,000		State Grants	2,843,900	
Heavy Equipment	200,000		Interest	20,000,000	
			Sale of Fixed Assets	250,000	
			Miscellaneous	374,000	
OTHER FINANCING SOURCES	0.1%	\$700,000			
Transfer: Capital Project Fund	\$600,000				
Special Revenue: Cable Fund	100,000				
FUND BALANCE APPROPRIATION	4.5%	\$25,006,000			

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 types 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. \$527.7

The FY2025 Budget was adopted at \$561.3 million compared to the FY2024 Budget of \$527.3 million, a \$34.0 million increase. Real and business personal property tax receipts are estimated to increase by \$21.1 million and income taxes are estimated to remain level with the FY2024 adopted budget. Recordation taxes and transfer taxes were conservatively estimated and are estimated to increase by \$2.0 million. Other income increased by \$6.5 million mainly due to the county earning higher earnings on its investments. Financing sources are decreasing by \$1.3 million mostly due to changes in the use of reserved fund balance. Revenue variances to FY2024 for all other sources, other than the ones previously mentioned, net to a total increase of \$5.7 million.



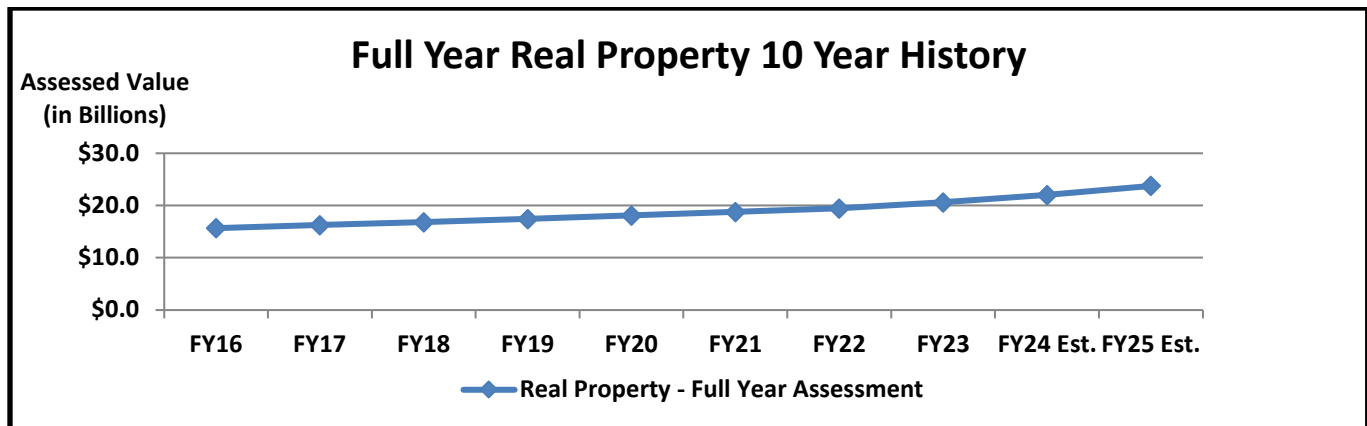
NOTE: Percentages (%) noted in graph represent the percent of Total Operating Revenues and Financing Uses. Fund Balance was 4% for the Adopted Budget in FY2024 and 4% for the Adopted Budget in FY2025.

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 \$271.4 million in FY2025.



The FY2025 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 FY2025 is estimated to increase by 9.7% in comparison to FY2024 due to assessment growth. **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 FY2025 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 \$114.4 million. **The estimated quarterly additions for Fiscal Year 2025 are \$78.4 million per quarter.**

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Estimate	FY2025 Estimate
$\frac{3}{4}$ Year	\$62.6	\$54.3	\$81.3	\$69.4	\$107.4	\$78.4
$\frac{1}{2}$ Year	\$73.0	\$82.4	\$83.9	\$73.2	\$86.4	\$78.4
$\frac{1}{4}$ Year	\$40.3	\$66.4	\$106.7	\$88.6	\$63.3	\$78.4

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.

FY2025 revenues are estimated by the Charles County Department of Fiscal and Administrative Services and are based on FY2024 assessments. **The tax rate remains constant at \$2.8525 per \$100 of assessed value.**

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Estimate	FY2025 Estimate
Assessment	\$331,460,300	\$390,738,250	\$409,954,420	\$427,948,850	\$387,283,544	\$387,283,550

BUSINESS PERSONAL PROPERTY

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

FY2025 revenues are estimated by the Charles County Department of Fiscal and Administrative Services using historical trends and current assumptions. **The tax rate remains constant at \$2.8525 per \$100 of assessed value.**

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Estimate	FY2025 Estimate
Assessment	\$9,091,800	\$8,330,760	\$18,758,880	\$15,774,970	\$5,373,300	\$5,373,000

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.

FY2025 revenues are estimated by the Charles County Department of Fiscal and Administrative Services using historical trends and current assumptions. **The tax rate remains constant at \$2.8525 per \$100 of assessed value.**

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Estimate	FY2025 Estimate
Assessment	\$232,315,500	\$237,161,180	\$245,947,150	\$250,401,030	\$199,999,920	\$199,999,920

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' (CPV) St. Charles Energy Center and, starting in FY2025, includes a tax agreement with Wakefield Terrace. The PILOT agreement for GenOn Mid-Atlantic began in FY2017 and was renegotiated in FY2021. The FY2025 budget is based on the current agreements with CPV, GenOn Mid-Atlantic, and Wakefield Terrace. The information listed below represents the General Fund portion only. Total revenues may differ from the total PILOT agreement.

	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Estimate	FY2025 Estimate
Competitive Power Venture	\$3,346,203	\$3,226,109	\$2,588,345	\$2,488,266	\$2,388,187	\$2,288,100
GenOn Mid-Atlantic	\$7,953,575	\$7,953,263	\$6,887,411	\$632,000	\$633,033	\$0
Wakefield Terrace	\$0	\$0	\$0	\$0	\$0	\$157,800

GENERAL FUND-Revenue Descriptions

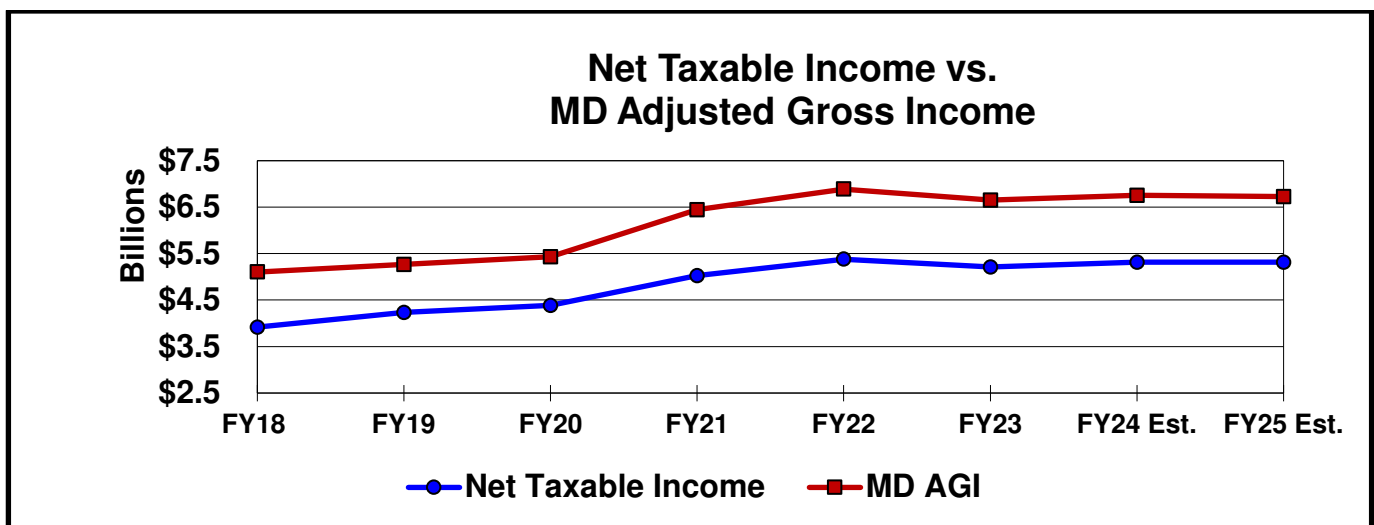
PROPERTY TAX CREDITS

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 nearly \$2.5 million for FY2025.

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

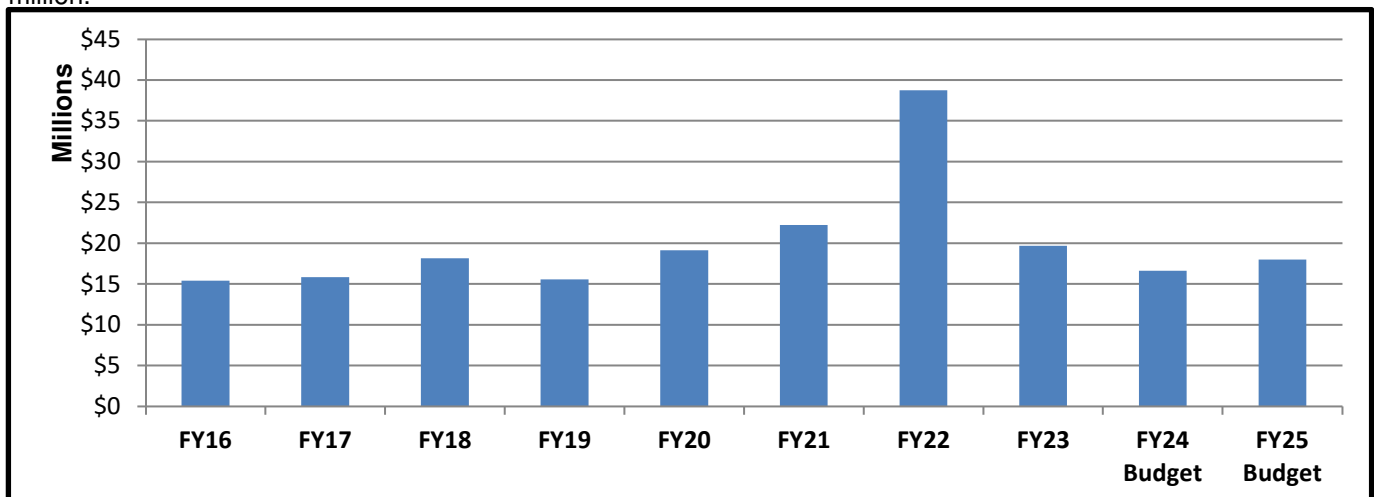
Income tax revenue is generated from the local tax liability of residential income tax returns. The Department of Fiscal and Administrative Services uses the information received from economists at conferences and information provided by the State Bureau of Revenue Estimates to estimate Income Tax revenues. 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 30% 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 FY2025.** 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 FY2025 and is estimated to increase by \$1.4 million.



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 FY2025.** Real Property Transfer tax revenue is conservatively estimated to generate \$8,100,000 in FY2025. 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 FY2025 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 FY2025 was estimated at the same level as FY2024.

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 FY2025 increased by \$80,000.

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 increased by \$161,300.

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. FY2025 revenues are expected to generate \$3.3 million. EMS billing is covered by Medicare, Medicaid, and commercial insurance policies.

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 a rate of \$1.50. This rate was increased by 75 cents starting in FY2025. The FY2025 budget of \$3,800,000 is a \$2,000,000 increase from the FY2024 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 FY2025 budget is estimated to equal \$3,290,200.

RECLAIMED WATER SALES

As part of the Payment in Lieu of Tax agreement with Competitive Power Ventures (CPV), the County receives revenue for reclaimed water sales. CPV purchases reclaimed water from the County's Mattawoman Wastewater Treatment Plant to use for its primary cooling source. The County began receiving revenue from CPV during FY2017. The FY2025 budget is estimated to equal \$1,343,800.

FINES AND FORFEITURES

The County collects fines for the Red Light Camera, Speed Camera, Bus Camera, and False Alarm programs. For Fiscal Year 2025, Fines & Forfeitures revenues are estimated to increase by \$180,000.

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. FY2025 is estimated to be \$20,000,000 which is a \$6,500,000 increase over the FY2024 budget due to County earning higher earnings on its investments.

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 \$25.0 million in Fund Balance is approved for FY2025. These funds were formally reserved to fund priority one-time items in the FY2025 operating budget including funding to support the capital improvement program, an additional day of Paid Time Off (PTO) for full-time Charles County Government employees, a feasibility studies, and other one-time items that supports Commissioner goals and objectives. Fund balance reserves were already established and are utilized in FY2025. Use of these reserves range from utilizing a fund balance reserve to help offset revenue losses from the Morgantown power plant deactivation, a reserve to smooth the impact of the teacher's incentive grant for Charles County Public Schools, use of the Income Tax Volatility reserve, and the County's reserve to support the Other Post-Employment Benefits contribution per the County's strategic plan.

GENERAL FUND OPERATING BUDGET

	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY2024</u>	<u>%</u> <u>Chg.</u>
<u>REVENUES</u>					
<u>Operating Revenues</u>					
Property Taxes	\$254,569,397	\$266,589,400	\$287,725,800	\$21,136,400	7.9%
Income Tax	165,720,600	169,000,000	169,000,000	0	0.0%
Recordation Tax	19,680,286	16,600,000	18,000,000	1,400,000	8.4%
Transfer Tax	8,120,113	7,470,000	8,100,000	630,000	8.4%
Other Taxes	4,653,705	5,000,000	5,740,000	740,000	14.8%
Service Charges	10,735,154	10,626,500	15,079,500	4,453,000	41.9%
Intergovernmental	3,471,319	2,599,700	2,843,900	244,200	9.4%
Licenses & Permits	1,134,041	1,046,000	1,094,800	48,800	4.7%
Fines & Forfeitures	5,828,894	5,738,800	5,918,800	180,000	3.1%
Other Income	22,046,074	15,649,900	22,129,800	6,479,900	41.4%
Total Operating Revenues	\$495,959,583	\$500,320,300	\$535,632,600	\$35,312,300	7.1%
<u>Other Financing Sources</u>					
Transfer from Capital Project Fund	2,045,000	1,200,000	600,000	(600,000)	-50.0%
Transfer from Special Revenue Fund	500,000	300,000	100,000	(200,000)	-66.7%
Reserved Fund Balance	0	25,541,800	25,006,000	(535,800)	-2.1%
Total Other Financing Sources	\$2,545,000	\$27,041,800	\$25,706,000	(\$1,335,800)	-4.9%
TOTAL REVENUES & OTHER FINANCING USES	\$498,504,583	\$527,362,100	\$561,338,600	\$33,976,500	6.4%
<u>EXPENDITURES</u>					
Board of Education	\$212,686,400	\$218,767,000	\$231,403,500	\$12,636,500	5.8%
Sheriff's Office	113,337,464	121,304,100	130,585,500	9,281,400	7.7%
Debt Service	33,941,885	33,106,400	32,644,400	(462,000)	-1.4%
County Administered					
Emergency Services	12,060,643	26,236,900	30,244,700	4,007,800	15.3%
Public Works - Facilities	14,496,713	17,945,200	18,811,900	866,700	4.8%
Recreation, Parks, and Tourism	10,378,026	12,783,700	14,196,600	1,412,900	11.1%
Fiscal & Administrative Services	11,897,721	10,683,400	12,128,900	1,445,500	13.5%
Planning & Growth Management	8,059,280	9,906,000	11,475,800	1,569,800	15.8%
Community Services	2,510,622	3,241,300	3,563,700	322,400	9.9%
Economic Development	2,015,761	2,131,900	2,285,800	153,900	7.2%
General Government	6,267,214	6,783,100	7,366,400	583,300	8.6%
Total County Administered	\$67,685,980	\$89,711,500	\$100,073,800	\$10,362,300	11.6%
College of Southern MD	10,219,200	10,766,600	11,319,800	553,200	5.1%
Library	5,231,018	5,334,800	5,720,200	385,400	7.2%
Health Department	4,148,568	3,246,300	3,926,000	679,700	20.9%
Other General Government	24,289,467	27,918,100	31,007,000	3,088,900	11.1%
Other Agencies/Misc.	3,684,172	3,704,300	3,451,600	(252,700)	-6.8%
Contingency	0	124,000	64,800	(59,200)	-47.7%
Total Expenditures	\$475,224,154	\$513,983,100	\$550,196,600	\$36,213,500	7.0%
<u>Other Financing Uses</u>					
Capital Project Pay-as-you-go	29,288,690	13,379,000	11,142,000	(2,237,000)	-16.7%
Total Other Financing Uses	\$29,288,690	\$13,379,000	\$11,142,000	(\$2,237,000)	-16.7%
TOTAL EXPENDITURES & OTHER FINANCING USES	\$504,512,844	\$527,362,100	\$561,338,600	\$33,976,500	6.4%
SURPLUS/(DEFICIT)	(\$6,008,261)	\$0	\$0	\$0	

GENERAL FUND OPERATING BUDGET

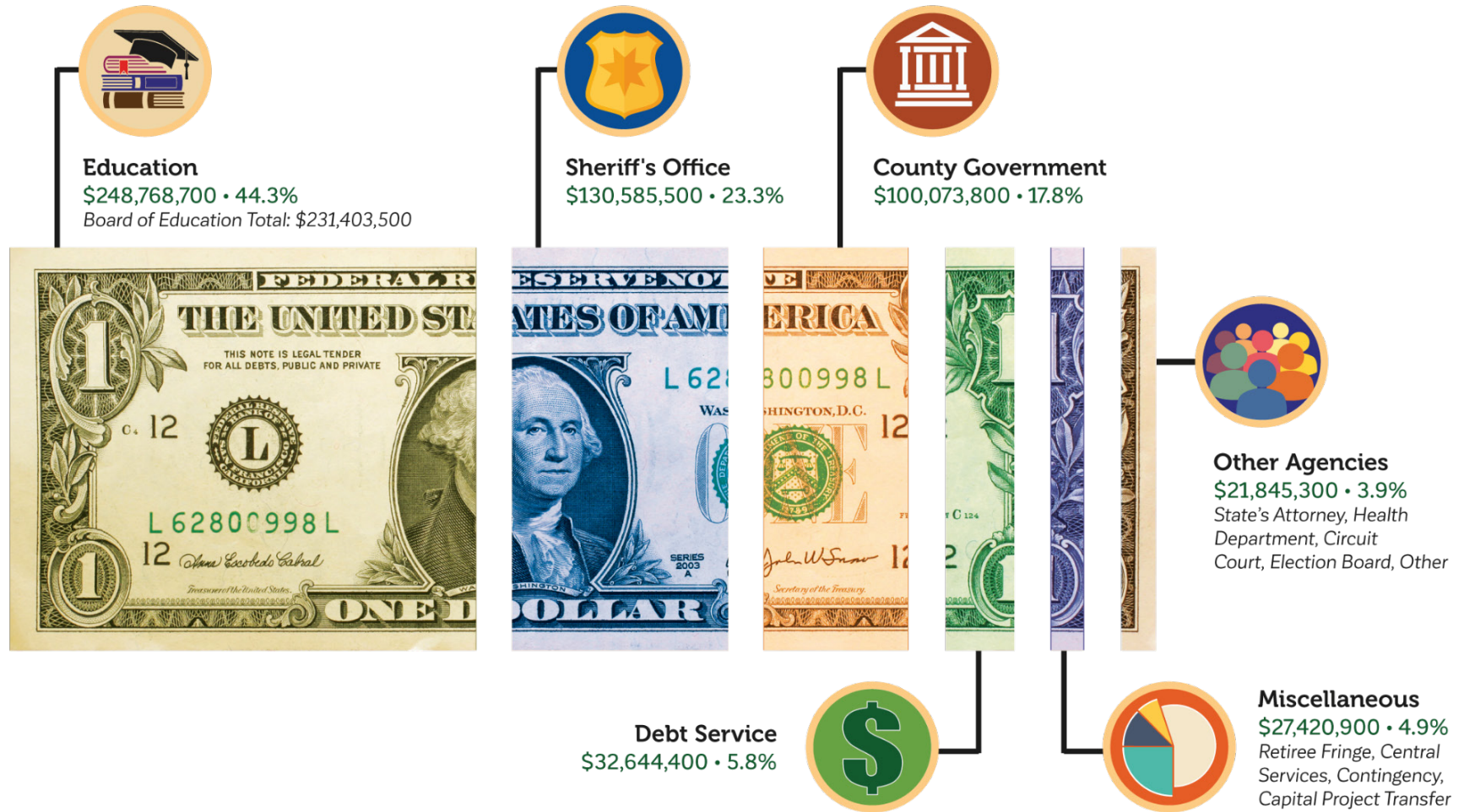
	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY2024</u>	<u>%</u> <u>Chg.</u>
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
<u>PROPERTY TAXES:</u>					
Real Property - Full Year	\$233,852,208	\$247,377,000	\$271,358,000	\$23,981,000	9.7%
Real Property - Half Year	359,201	382,200	447,300	65,100	17.0%
Real Property - Quarter Year	218,203	191,100	223,600	32,500	17.0%
Real Property - Three-Quarter Year	648,784	573,000	671,000	98,000	17.1%
Business Personal Property	452,846	268,000	268,000	0	0.0%
Railroads & Public Utilities	12,195,405	12,011,000	11,492,000	(519,000)	-4.3%
Ordinary Business Corp.	6,741,282	7,238,100	7,357,000	118,900	1.6%
Payment in Lieu of Tax: Morgantown	797,743	632,000	0	(632,000)	-100.0%
Payment in Lieu of Tax: Wakefield	0	0	157,800	157,800	N/A
Payment in Lieu of Tax: CPV	2,588,345	2,388,200	2,288,100	(100,100)	-4.2%
Penalties & Interest	626,457	600,000	620,000	20,000	3.3%
Half Year Tax Billing	25,562	300,000	800,000	500,000	166.7%
Subtotal	\$258,506,037	\$271,960,600	\$295,682,800	\$23,722,200	8.7%
Homestead Tax Credit	(691,791)	(1,870,000)	(3,930,000)	(2,060,000)	110.2%
Low Income Tax Credit	(654,744)	(700,000)	(800,000)	(100,000)	14.3%
Volunteer Tax Credit	0	0	(350,000)	(350,000)	N/A
Senior Tax Credit	(230,326)	(320,000)	(250,000)	70,000	-21.9%
Ag. Preservation Tax Credit	(128,850)	(140,000)	(140,000)	0	0.0%
Tax Differ.- La Plata	(2,096,430)	(2,200,000)	(2,320,000)	(120,000)	5.5%
Tax Differ.- Indian Head	(128,304)	(133,000)	(160,000)	(27,000)	20.3%
Surviving Spouse Tax Credit	(6,194)	(8,000)	(7,000)	1,000	-12.5%
Conservation Easement Tax Credit	0	(200)	0	200	-100.0%
Subtotal	(\$3,936,639)	(\$5,371,200)	(\$7,957,000)	(\$2,585,800)	48.1%
Total Property Taxes	\$254,569,397	\$266,589,400	\$287,725,800	\$21,136,400	7.9%
<u>INCOME TAX</u>	\$165,720,600	\$169,000,000	\$169,000,000	\$0	0.0%
<u>RECORDATION TAX</u>	\$19,680,286	\$16,600,000	\$18,000,000	\$1,400,000	8.4%
<u>TRANSFER TAX</u>	\$8,120,113	\$7,470,000	\$8,100,000	\$630,000	8.4%
<u>OTHER TAXES:</u>					
Hotel/Motel Room	\$1,316,209	\$1,240,000	\$1,320,000	\$80,000	6.5%
Highway User	2,336,076	2,830,000	3,410,000	580,000	20.5%
Admission and Amusement	816,449	810,000	810,000	0	0.0%
Heavy Equipment	184,971	120,000	200,000	80,000	66.7%
Total Other Local Taxes	\$4,653,705	\$5,000,000	\$5,740,000	\$740,000	14.8%
<u>LICENSES & PERMITS</u>					
Trader License	\$205,016	\$210,200	\$209,100	(\$1,100)	-0.5%
Alcoholic License	201,050	203,600	203,600	0	0.0%
Building Permits	423,318	398,000	400,000	2,000	0.5%
Park Permits	104,943	105,600	98,100	(7,500)	-7.1%
Trailer Permits	41,115	45,300	44,700	(600)	-1.3%
Civil Marriage Licenses	33,630	36,000	36,100	100	0.3%
Other	124,969	47,300	103,200	55,900	118.2%
Total Licenses & Permits	\$1,134,041	\$1,046,000	\$1,094,800	\$48,800	4.7%
<u>INTERGOVERNMENTAL:</u>					
State					
Aid for Police Protection	\$2,200,576	\$2,184,000	\$2,345,300	\$161,300	7.4%
State Aid For Inmate Operating	146,250	70,000	150,000	80,000	114.3%
Jury Fee Reimbursement	182,365	259,200	259,200	0	0.0%
Other	98,985	86,500	89,400	2,900	3.4%
Subtotal	\$2,628,176	\$2,599,700	\$2,843,900	\$244,200	9.4%

GENERAL FUND OPERATING BUDGET

	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY2024</u>	<u>%</u> <u>Chg.</u>
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
Local Governments					
Animal Shelter- St. Mary's	\$110,205	\$0	\$0	\$0	N/A
Subtotal	\$110,205	\$0	\$0	\$0	N/A
Total Intergovernmental	\$3,471,319	\$2,599,700	\$2,843,900	\$244,200	9.4%
<u>SERVICE CHARGES:</u>					
Em. Medical Svcs. Billing Fee	\$1,961,851	\$1,900,000	\$3,250,000	\$1,350,000	71.1%
Indirect Cost Allocation	2,327,904	2,797,800	3,290,200	492,400	17.6%
Local 911 Aid	1,896,299	1,800,000	3,800,000	2,000,000	111.1%
Park & Recreation Fees	1,050,121	921,700	1,032,200	110,500	12.0%
Reclaimed Water Sales	1,249,405	1,183,700	1,343,800	160,100	13.5%
Sheriff Fees	431,245	460,000	520,000	60,000	13.0%
Custodial Fee	358,300	392,200	431,900	39,700	10.1%
False Alarm Registrations	260,345	286,400	280,000	(6,400)	-2.2%
Sheriff Pay Phone Commissions	29,440	90,000	45,000	(45,000)	-50.0%
Other	1,169,427	794,700	1,086,400	291,700	36.7%
Total Service Charges	\$10,735,154	\$10,626,500	\$15,079,500	\$4,453,000	41.9%
<u>FINES & FORFEITURES</u>					
Red Light Camera Fines	\$2,202,558	\$2,200,000	\$2,250,000	\$50,000	2.3%
Speed Camera Fines	1,192,720	1,400,000	1,450,000	50,000	3.6%
School Bus Fines	2,066,017	1,845,500	1,845,500	0	0.0%
False Alarm Fines	274,057	220,000	300,000	80,000	36.4%
Other	93,543	73,300	73,300	0	0.0%
Total Fines & Forfeitures	\$5,828,894	\$5,738,800	\$5,918,800	\$180,000	3.1%
<u>OTHER INCOME</u>					
Rent	\$1,582,041	\$1,533,900	\$1,505,800	(\$28,100)	-1.8%
Interest	13,576,296	13,500,000	20,000,000	6,500,000	48.1%
Sale of Fixed Assets	230,434	250,000	250,000	0	0.0%
Miscellaneous	6,657,303	366,000	374,000	8,000	2.2%
Total Miscellaneous	\$22,046,074	\$15,649,900	\$22,129,800	\$6,479,900	41.4%
TOTAL OPERATING REVENUES	\$495,959,583	\$500,320,300	\$535,632,600	\$35,312,300	7.1%
<u>Financing Sources</u>					
Transfer from Capital Project Fund	\$2,045,000	\$1,200,000	\$600,000	(\$600,000)	-50.0%
Transfer from Special Revenue Fund	500,000	300,000	100,000	(200,000)	-66.7%
Subtotal: Financing Sources	\$2,545,000	\$1,500,000	\$700,000	(\$800,000)	-53.3%
<u>Fund Balance</u>					
Morgantown Reserve	0	\$4,442,500	\$3,765,900	(\$676,600)	-15.2%
Capital Project Reserves	0	11,859,000	9,461,000	(2,398,000)	-20.2%
Income Tax Volatility Reserve	0	0	5,835,600	5,835,600	N/A
Reserve for Priorities	0	9,240,300	5,943,500	(3,296,800)	-35.7%
Subtotal: Fund Balance	\$0	\$25,541,800	\$25,006,000	(\$535,800)	-2.1%
TOTAL OTHER FINANCING SOURCES	\$2,545,000	\$27,041,800	\$25,706,000	(\$1,335,800)	-4.9%
TOTAL REVENUES & OTHER FINANCING USES	\$498,504,583	\$527,362,100	\$561,338,600	\$33,976,500	6.4%

GENERAL FUND

Adopted Fiscal 2025 Charles County Budget: \$561,338,600



EXPENDITURE BREAKDOWN

EDUCATION	44.3%	\$248,768,700	SHERIFF'S OFFICE	23.3%	\$130,585,500
Board of Education	\$231,403,500				
College of Southern Maryland	11,319,800		DEBT SERVICE	5.8%	\$32,644,400
Library	5,720,200				
Other Education	325,200		OTHER AGENCIES	3.9%	\$21,845,300
			State's Attorney	\$7,899,900	
COUNTY GOVERNMENT	17.8%	\$100,073,800	Health Department	3,926,000	
Emergency Services	\$30,244,700		Circuit Court	2,677,500	
Public Works - Facilities	18,811,900		Election Board	3,319,200	
Recreation, Parks, and Tourism	14,196,600		Other Agencies	4,022,700	
Fiscal & Administrative Services	12,128,900				
Planning & Growth Management	11,475,800		MISCELLANEOUS	4.9%	\$27,420,900
Community Services	3,563,700		Retiree Fringe/OPEB Contribution	\$12,100,000	
Economic Development Dept.	2,285,800		Central Services	4,114,100	
Administrative Services	2,826,800		Capital Project Transfer	11,142,000	
County Attorney	1,598,300		Contingency	64,800	
Human Resources	2,032,000				
County Commissioners	909,300				

GENERAL FUND OPERATING BUDGET

	<u>FY2023 Actual</u>	<u>FY2024 Adopted</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY2024</u>	<u>% Chg.</u>
EXPENDITURES BY DIVISION					
<u>EDUCATION</u>					
Board of Education	\$212,686,400	\$218,767,000	\$231,403,500	\$12,636,500	5.8%
College of Southern Maryland	10,219,200	10,766,600	11,319,800	553,200	5.1%
Library	5,231,018	5,334,800	5,720,200	385,400	7.2%
Other	506,520	525,200	325,200	(200,000)	-38.1%
Total Education	\$228,643,138	\$235,393,600	\$248,768,700	\$13,375,100	5.7%
<u>PUBLIC SAFETY</u>					
Sheriff	\$90,184,809	\$94,601,000	\$102,905,700	\$7,980,100	8.4%
Corrections	18,949,140	22,113,800	23,246,900	1,457,600	6.6%
Automated Enforcement Unit (AEU)	3,827,778	4,226,100	4,017,200	(208,900)	-4.9%
Fingerprinting Service	375,737	363,200	415,800	52,600	14.5%
Sheriff's Office	\$113,337,464	\$121,304,100	\$130,585,500	\$9,281,400	7.7%
Emergency Services Administration	773,172	1,028,200	1,418,500	390,300	38.0%
False Alarm Reduction Unit	243,479	231,800	252,700	20,900	9.0%
Animal Control	1,931,223	2,131,100	2,571,800	440,700	20.7%
Fire/EMS Communications	4,562,542	4,994,500	5,448,000	453,500	9.1%
Career Emergency Medical Services	4,522,605	17,804,900	20,502,600	2,697,700	15.2%
Emergency Management	27,622	46,400	51,100	4,700	10.1%
Subtotal: Emergency Services	\$12,060,643	\$26,236,900	\$30,244,700	\$4,007,800	15.3%
Total Public Safety	\$125,398,107	\$147,541,000	\$160,830,200	\$13,289,200	9.0%
<u>DEBT SERVICE</u>					
Principal	\$25,733,127	\$24,289,000	\$23,917,800	(\$371,200)	-1.5%
Interest	8,091,110	8,509,400	8,418,600	(90,800)	-1.1%
Miscellaneous	117,648	308,000	308,000	0	0.0%
Total Debt Service	\$33,941,885	\$33,106,400	\$32,644,400	(\$462,000)	-1.4%
<u>GENERAL GOVERNMENT</u>					
Central Services	\$2,807,529	\$4,221,800	\$4,114,100	(\$107,700)	-2.6%
OPEB Contribution	5,375,000	5,700,000	6,700,000	1,000,000	17.5%
Election Board	2,674,662	2,699,300	3,319,200	619,900	23.0%
Liquor Board	313,510	332,900	355,500	22,600	6.8%
Orphan's Court	65,664	65,700	70,500	4,800	7.3%
Other Criminal Justice	44,979	382,200	439,300	57,100	14.9%
Circuit Court	1,901,771	2,619,800	2,677,500	57,700	2.2%
State's Attorney	6,792,582	6,912,200	7,899,900	987,700	14.3%
Fringe Benefits	4,291,562	4,957,200	5,400,000	442,800	8.9%
Volunteer Fire & Rescue Subsidy	22,208	27,000	31,000	4,000	14.8%
Subtotal: Other General Govt.	\$24,289,467	\$27,918,100	\$31,007,000	\$3,088,900	11.1%
County Commissioners	\$760,475	\$784,400	\$909,300	\$124,900	15.9%
Administrative Services	2,022,159	2,482,600	2,826,800	344,200	13.9%
County Attorney	1,957,793	1,499,900	1,598,300	98,400	6.6%
Human Resources	1,526,787	2,016,200	2,032,000	15,800	0.8%
Subtotal: County Administered	\$6,267,214	\$6,783,100	\$7,366,400	\$583,300	8.6%
General Government					
Total General Government	\$30,556,681	\$34,701,200	\$38,373,400	\$3,672,200	10.6%

GENERAL FUND OPERATING BUDGET

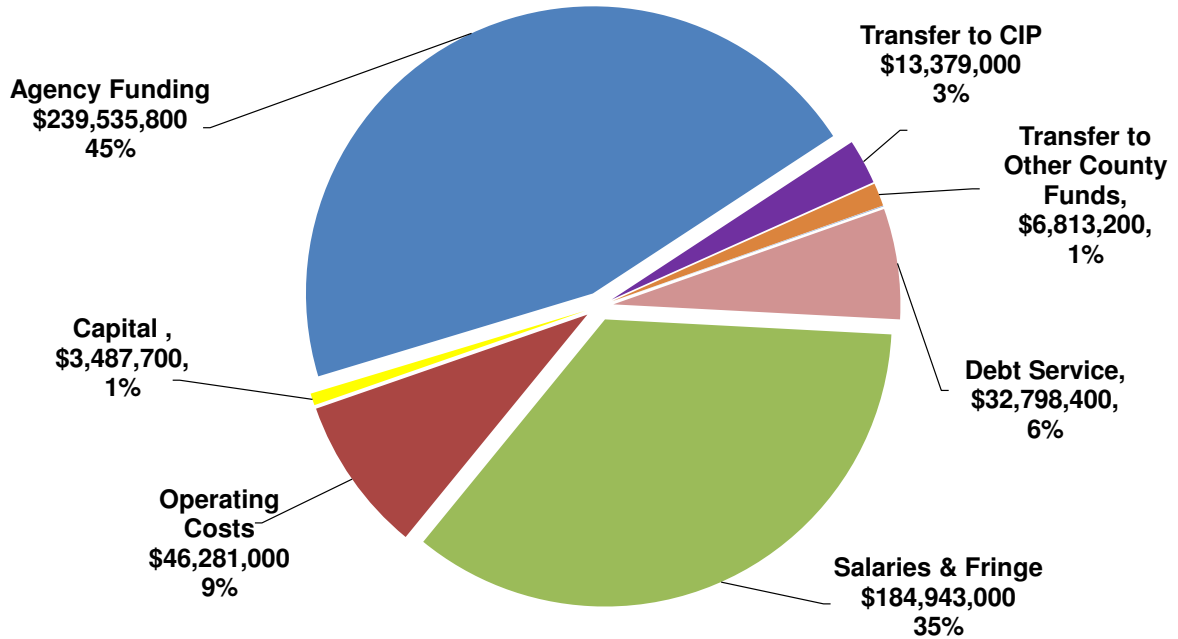
	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY2024</u>	<u>%</u> <u>Chg.</u>
EXPENDITURES BY DIVISION					
<u>FISCAL & ADMINISTRATIVE SERVICES</u>					
Administration	\$258,877	\$294,300	\$433,900	\$139,600	47.4%
Budget	531,074	589,300	662,900	73,600	12.5%
Information Technology	7,984,104	6,349,900	7,274,000	924,100	14.6%
Purchasing	423,285	472,500	484,300	11,800	2.5%
Treasury	1,365,624	1,503,000	1,681,100	178,100	11.8%
Accounting	1,334,757	1,474,400	1,592,700	118,300	8.0%
Total Fiscal & Admin. Services	\$11,897,721	\$10,683,400	\$12,128,900	\$1,445,500	13.5%
<u>PUBLIC WORKS - FACILITIES</u>					
Administration	\$562,518	\$668,100	\$731,000	\$62,900	9.4%
Building & Trades	7,927,505	8,895,900	9,258,800	362,900	4.1%
Vehicle Maintenance	1,172,422	1,287,600	1,403,800	116,200	9.0%
Roads	4,834,268	7,093,600	7,418,300	324,700	4.6%
Total Public Works	\$14,496,713	\$17,945,200	\$18,811,900	\$866,700	4.8%
<u>COMMUNITY SERVICES</u>					
Administration	\$438,722	\$612,400	\$653,700	\$41,300	6.7%
Aging & Human Services	1,753,050	2,131,600	2,394,500	262,900	12.3%
Housing Authority	318,850	497,300	515,500	18,200	3.7%
Total Community Services	\$2,510,622	\$3,241,300	\$3,563,700	\$322,400	9.9%
<u>RECREATION, PARKS, AND TOURISM</u>					
Administration	\$1,080,596	\$1,720,500	\$2,331,900	\$611,400	35.5%
Recreation	3,047,842	3,650,400	4,193,400	543,000	14.9%
Parks & Grounds	5,433,098	6,299,200	6,405,000	105,800	1.7%
Tourism	816,489	1,113,600	1,266,300	152,700	13.7%
Total Recreation, Parks, & Tourism	\$10,378,026	\$12,783,700	\$14,196,600	\$1,412,900	11.1%
<u>PLANNING & GROWTH MANAGEMENT</u>					
Administration	\$1,259,933	\$1,439,600	\$1,059,600	(\$380,000)	-26.4%
Transit	4,072,350	5,071,500	6,308,300	1,236,800	24.4%
Planning	2,189,806	2,836,700	2,932,500	95,800	3.4%
Codes, Permits & Inspections Svcs	537,191	392,900	785,000	392,100	99.8%
Infrastructure Management	0	165,300	390,400	225,100	136.2%
Total Planning & Growth Mgmt.	\$8,059,280	\$9,906,000	\$11,475,800	\$1,569,800	15.8%
<u>ECONOMIC DEVELOPMENT</u>					
Economic Development Department	\$2,015,761	\$2,131,900	\$2,285,800	\$153,900	7.2%
Other Economic Development Svcs	138,000	138,000	38,000	(100,000)	-72.5%
Total Economic Development	\$2,153,761	\$2,269,900	\$2,323,800	\$53,900	2.4%
<u>HEALTH SERVICES</u>					
Health Department	\$4,148,568	\$3,246,300	\$3,926,000	\$679,700	20.9%
Water & Sewer Services	219,800	238,500	250,400	11,900	5.0%
Mosquito Control	147,972	172,000	185,000	13,000	7.6%
Dept. of Health & Mental Hygiene	120,421	120,400	120,400	0	0.0%
Total Health	\$4,636,762	\$3,777,200	\$4,481,800	\$704,600	18.7%
<u>SOCIAL SERVICES</u>					
Department of Social Services	\$324,464	\$324,500	\$324,500	\$0	0.0%
Charles County Charitable Trust, Inc.	1,309,300	1,079,300	1,224,500	145,200	13.5%
Other Agency Funding	155,000	198,700	155,000	(43,700)	-22.0%
Total Social Services	\$1,788,764	\$1,602,500	\$1,704,000	\$101,500	6.3%

GENERAL FUND OPERATING BUDGET

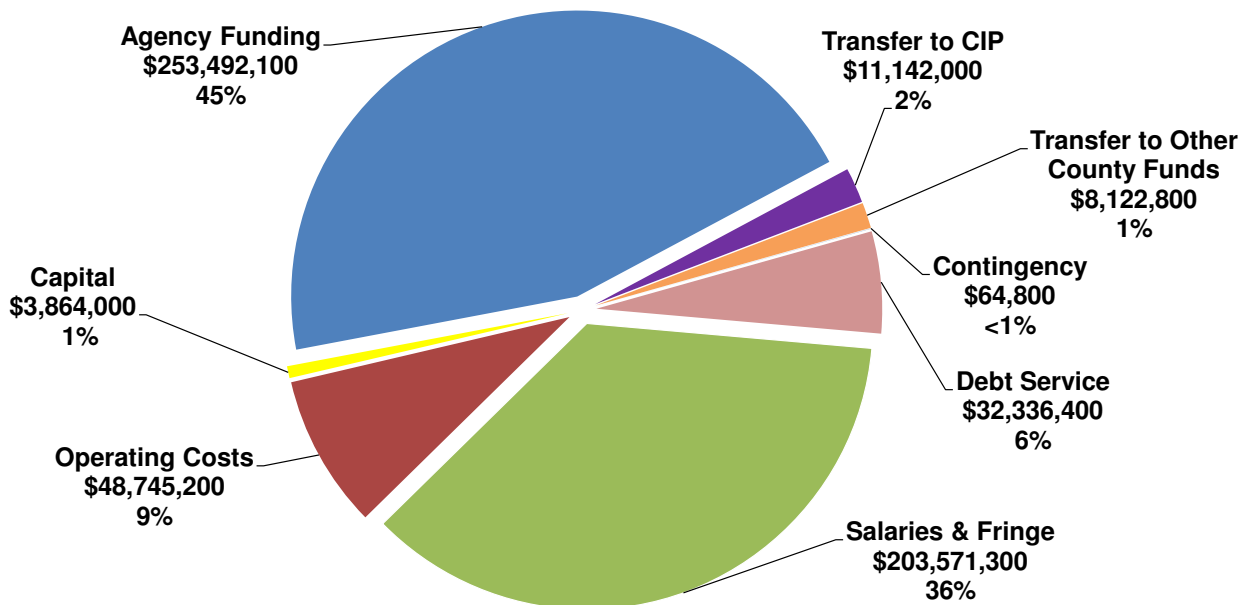
	<u>FY2023 Actual</u>	<u>FY2024 Adopted</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY2024</u>	<u>% Chg.</u>
EXPENDITURES BY DIVISION					
<u>CONSERVATION OF NATURAL RESOURCES</u>					
University of MD Extension	\$253,956	\$270,700	\$310,300	\$39,600	14.6%
Soil Conservation	477,055	602,300	480,100	(122,200)	-20.3%
Weed Control	15,183	17,300	20,100	2,800	16.2%
So. MD Resource Conservation	8,949	12,400	13,100	700	5.6%
Gypsy Moth	2,550	5,000	5,000	0	0.0%
Forest Conservancy District Board	5,000	0	0	0	N/A
Total Conservation of Natural Resources	\$762,694	\$907,700	\$828,600	(\$79,100)	-8.7%
<u>CONTINGENCY</u>					
Contingency	\$0	\$124,000	\$64,800	(\$59,200)	-47.7%
Total Contingency	\$0	\$124,000	\$64,800	(\$59,200)	-47.7%
TOTAL EXPENDITURES	\$475,224,154	\$513,983,100	\$550,196,600	\$36,213,500	7.0%
<u>FINANCING USES:</u>					
Capital Project Pay-as-you-go	\$29,288,690	\$13,379,000	\$11,142,000	(\$2,237,000)	-16.7%
TOTAL FINANCING USES	\$29,288,690	\$13,379,000	\$11,142,000	(\$2,237,000)	-16.7%
TOTAL EXPENDITURES & OTHER FINANCING USES:	\$504,512,844	\$527,362,100	\$561,338,600	\$33,976,500	6.4%
SURPLUS/(DEFICIT)	(\$6,008,261)	\$0	\$0	\$0	

GENERAL FUND OPERATING BUDGET

FY2024 ADOPTED BUDGET \$527,362,100



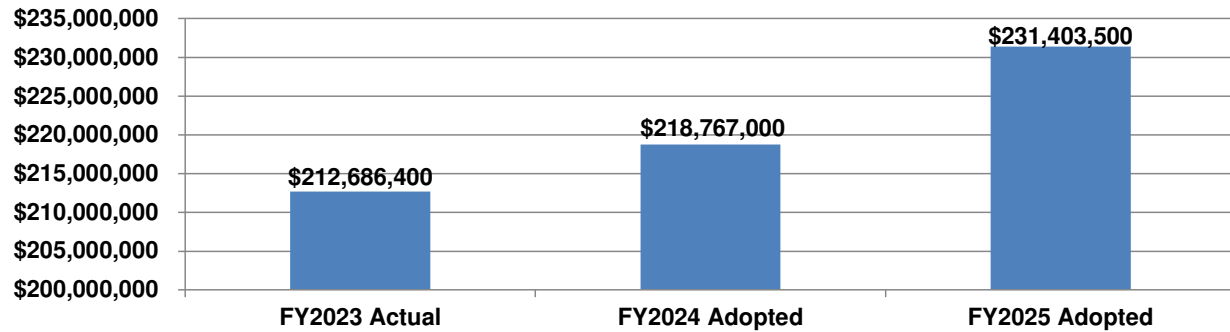
FY2025 ADOPTED BUDGET \$561,338,600



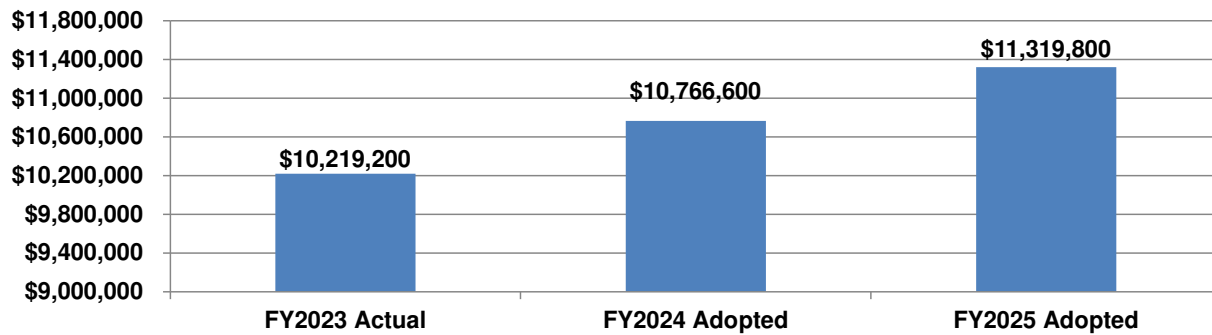
- Agency Funding represents the County's direct payment to agencies (for example the Board of Education, College of Southern Maryland, and Library Board).
- Transfers to Other County Funds represents support to the Enterprise Funds, local matches for grants, and transfers for Other Post Employment Benefits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

Education Summary						
Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Fringe Benefits	\$489,288	\$493,300	\$493,300	\$613,100	\$119,800	24.3%
Operating Costs	737,030	700,200	700,200	500,200	(200,000)	-28.6%
Agency Funding	227,416,820	234,200,100	234,200,100	247,655,400	13,455,300	5.7%
Total Expenditures	\$228,643,138	\$235,393,600	\$235,393,600	\$248,768,700	\$13,375,100	5.7%
Total Expenditures as % of Budget:	45.3%	44.6%	43.8%	44.3%		

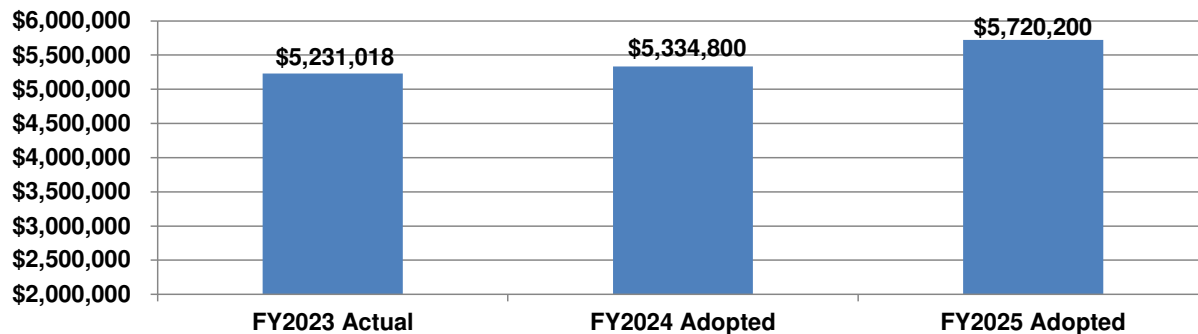
Board of Education



College of Southern Maryland



Library



Education

Department: Education

Division\Program: Board of Education (BOE)

Fund: General

Program Administrator: Board of Education

Dr. Maria Navarro, Superintendent of Schools
Mailing Address: Charles County Public Schools
P.O. Box 2770 La Plata, Maryland 20646
www.ccboe.com

301-932-6610 301-870-3814
Physical Address: Jesse L. Starkey Administration Building
5980 Radio Station Road, La Plata, MD 20646

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Agency Funding	\$212,686,400	\$218,767,000	\$218,767,000	\$231,403,500	\$12,636,500	5.8%
Total Expenditures	\$212,686,400	\$218,767,000	\$218,767,000	\$231,403,500	\$12,636,500	5.8%

Changes and Useful Information:

- Budget number reflects County funding only.
- The FY2025 Board of Education budget supports the blueprint implementation, collective bargaining assumptions for school system staff and other mandatory cost increases and exceeds the Maintenance of Effort amount of \$219,479,500 by nearly \$11.7 million. The FY2025 also includes one-time funding to support the startup cost for the Waldorf Early Learning Center for Pre-K students.
- BOE total FY2025 budget (including State, Federal, and Local revenues) equals \$506.2 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 more than 93 percent - which is more than 5% higher than the statewide average.

Positions:*	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Administration	95.0	92.0	90.0	93.0	95.0
Mid-Level Administration	286.5	286.5	299.6	309.4	313.4
Instructional	2,042.3	2,042.3	2,266.4	2,301.7	2,317.7
Special education	599.6	599.6	645.0	651.0	660.0
Student Personnel Services	49.0	48.0	51.5	54.5	62.5
Student Transportation Services	20.0	20.0	38.0	38.0	38.0
Operation of Plant	265.5	265.5	276.5	291.5	296.5
Maintenance of Plant	63.0	63.0	64.0	66.0	66.0
Capital Outlay	6.0	6.0	6.0	6.0	6.0
Total Full Time Equivalent	3,426.8	3,423.0	3,737.0	3,811.1	3,855.1

Note: Does not include 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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	\$305,000	\$400,000	\$400,000	\$200,000	(\$200,000)	-50.0%
Agency Funding	10,219,200	10,766,600	10,766,600	11,319,800	553,200	5.1%
Total Expenditures	\$10,524,200	\$11,166,600	\$11,166,600	\$11,519,800	\$353,200	3.2%

Changes and Useful Information:

- Budget number listed above reflects County funding only.
- Operating Costs** was for one-time support of the Commissioners Cares scholarship program in FY2024. During the budget adoption process the County Commissioners added \$200,000 to continue this scholarship program.
- CSM total budget including State Funding and Tuition equals \$66.9 million for all campuses.
- Credit tuition will remain flat at \$140 per credit hour for in-county students.
- Credit student and Continuing Education enrollment is expected to increase.
- Agency Funding** provides an additional 5.1% 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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Full-time permanent faculty	123.0	133.0	136.0	134.0	147.0
Full-time permanent staff	369.0	391.0	382.0	379.0	367.0
Part-time permanent staff	35.0	24.0	42.0	42.0	22.2
Total Full Time Equivalent	527.0	548.0	560.0	555.0	536.2

* The positions listed are not County Government employees.

** Part-time adjunct faculty/Temporary Positions	753.0	390.0	381.0	423.0	224.9
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** 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:	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
Enrollment					
Number of Enrolled Credit Students	8,931	7,931	7,622	8,261	8,261
Total Number of Credit-Free Course Registrations	5,547	6,523	7,017	5,128	5,128
Number of Students Transferring	1,334	1,418	1,316	1,294	1,294
Percent of County Population Served	45.0%	43.0%	37.0%	49.4%	49.4%
In-County Tuition and Fees Per Credit	\$164	\$168	\$171	\$175	\$175
Quality					
Number of Graduates	1,523	1,184	1,225	1,067	1,067
Four-Year Transfer/Graduation Rate	57.0%	55.7%	56.0%	57.0%	57.0%
Student Satisfaction w/ Transfer Preparation (1 = Very Poor, and 5 = Very Good)	4.3	Not Administered	Not Administered	4.3	4.3
Workforce Training					
Student Satisfaction with Job Preparation (1 = Very Poor, and 5 = Very Good)	4.0	Not Administered	Not Administered	4.3	4.3
Employment Rate of Graduates	71%	Not yet available	Not yet available	78%	78%

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Fringe Benefits	\$489,288	\$493,300	\$493,300	\$613,100	\$119,800	24.3%
Operating Costs	377,430	175,000	175,000	175,000	0	0.0%
Agency Funding	4,364,300	4,666,500	4,666,500	4,932,100	265,600	5.7%
Total Baseline	\$5,231,018	\$5,334,800	\$5,334,800	\$5,720,200	\$385,400	7.2%
Capital Asset Financing budget in Debt Service		0	0	6,600	6,600	New
Total County Support	\$5,231,018	\$5,334,800	\$5,334,800	\$5,726,800	\$392,000	7.3%

Changes and Useful Information:

- Budget numbers listed above reflect County funding only.
- The Library's total FY2025 budget including State and other revenues equal \$7.4 million.
- **Fringe Benefits** represent library employees participation in the County's Health & Dental plan.
- **Operating Costs** represents utilities that the County pays directly on the Library's behalf for county owned facilities and drug testing for the mobile library drivers.
- The **Agency Funding** budget represents the funding provided by the County in support of the Library's operations and in support of salary increases for their employees. FY2025 includes support for hotspot purchases and replacements.
- The **Capital Asset Financing budget in Debt Service** reflects the principle and interest payments for a replacement Cargo Van for the Library.

Education

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

Description:

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

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

Goals & Objectives

Strategic Goal 1: Position the library as an indispensable community asset to ensure awareness of services, supportive partnerships, and adequate funding.

Strategic Goal 2: Deliver library services and programs that are data and customer driven.

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

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

Positions:*

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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 Mangers	5.0	5.0	5.0	5.0	5.0
Support Positions	65.4	65.4	66.4	66.4	66.4
Total Full Time Equivalent	72.4	72.4	73.4	73.4	73.4

* The positions listed are not County Government employees.

Objectives & Measurements:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
Circulation (physical & electronic materials)	636,026	605,546	583,491	650,000	650,000
Registered Borrowers (Customers)	68,997	66,181	66,412	85,000	75,000
(Purge of inactive records in December 2016)					
Customer Count (switched to new gate count product)	11,809	165,884	271,939	180,000	300,000
Total Reference Questions	19,144	39,932	45,281	25,000	50,000
Customers are being trained to use on-line resources remotely					
Program Attendance	16,876	19,519	40,236	23,000	45,000
Total Service Hours*	1,102	11,177	11,102	11,725	11,500
Computer & Wi-Fi Sessions	123,831	68,078	64,619	120,000	70,000
Meeting Room Usage	0	3,746	3,665	65,000	4,000

Education

Department: Education
Division\Program: Other Education

Fund: General

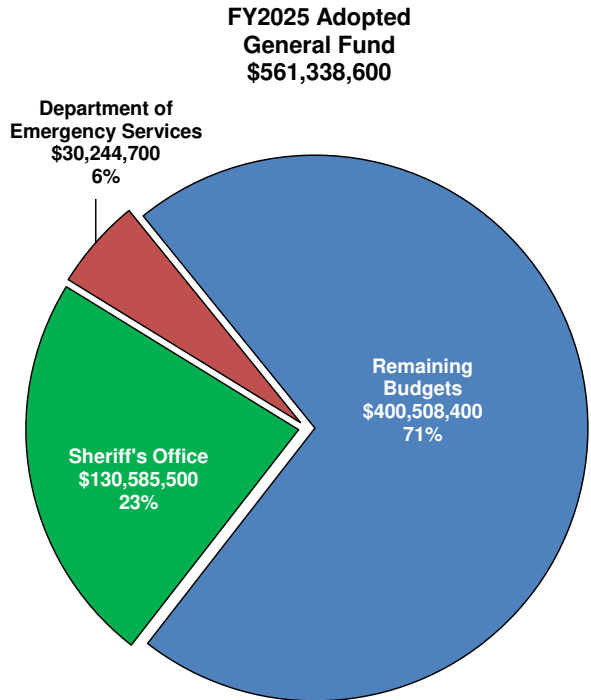
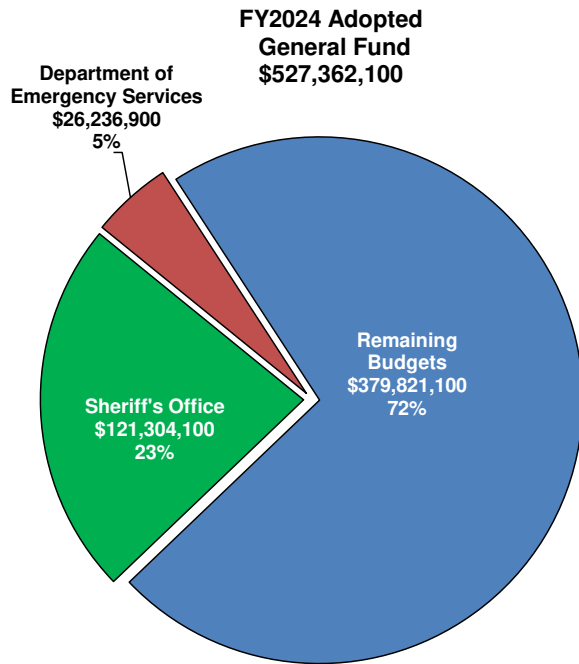
Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	\$54,600	\$125,200	\$125,200	\$125,200	\$0	0.0%
Agency Funding	146,920	0	0	0	0	N/A
Total Expenditures	\$201,520	\$125,200	\$125,200	\$125,200	\$0	0.0%

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. In FY2024 additional funding was approved to support a second cohort for four years.
- The **Agency Funding** budget was for a one-time study of the viability of a public-private partnership in FY2023.

Public Safety Summary

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$66,336,158	\$84,650,300	\$84,288,530	\$91,979,700	\$7,329,400	8.7%
Fringe Benefits	34,176,262	37,786,300	37,872,970	42,706,100	4,919,800	13.0%
Operating Costs	18,290,275	20,762,900	21,621,180	21,310,200	547,300	2.6%
Transfers Out	999,274	1,203,900	1,203,900	1,276,700	72,800	6.0%
Capital Outlay	5,596,138	3,137,600	4,436,300	3,557,500	419,900	13.4%
Total Expenditures	\$125,398,107	\$147,541,000	\$149,422,880	\$160,830,200	\$13,289,200	9.0%
Revenues	\$17,434,212	\$15,483,700	\$15,507,900	\$19,500,900	\$4,017,200	25.9%
Total Expenditures as % of Budget:	24.9%	28.0%	27.8%	28.7%		

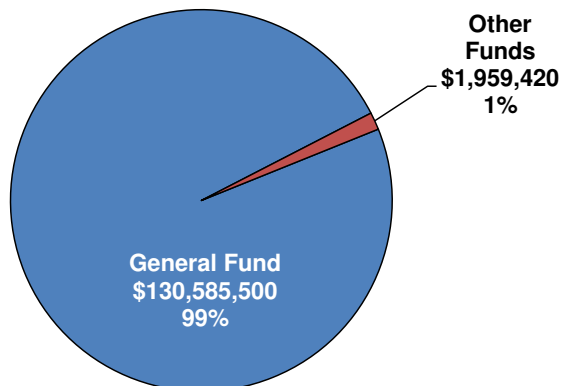
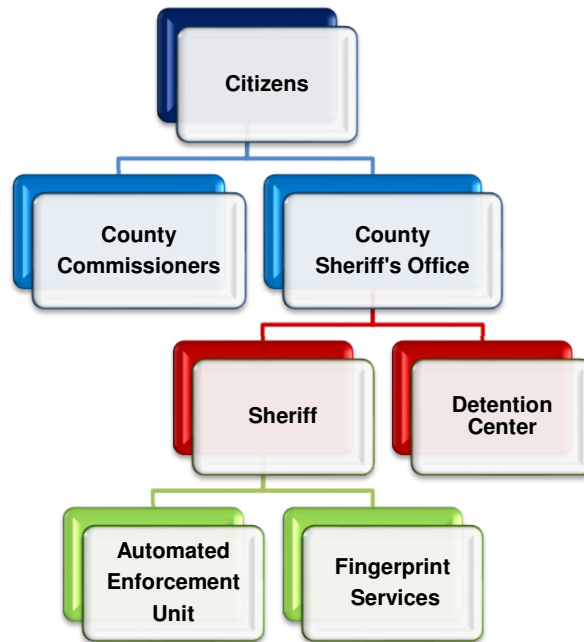


Public Safety - Sheriff's Office Summary

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

Non-Emergency 301-932-2222

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$61,869,945	\$67,757,300	\$67,344,290	\$72,539,400	\$4,782,100	7.1%
Fringe Benefits	29,565,326	32,009,800	32,089,800	36,066,800	4,057,000	12.7%
Operating Costs	15,483,625	17,266,700	18,345,760	17,503,500	236,800	1.4%
Transfers Out	913,439	1,132,700	1,132,700	1,204,800	72,100	6.4%
Capital Outlay	5,505,129	3,137,600	4,140,220	3,271,000	133,400	4.3%
Total Expenditures	\$113,337,464	\$121,304,100	\$123,052,770	\$130,585,500	\$9,281,400	7.7%
Revenues	\$9,413,919	\$8,445,900	\$8,488,100	\$8,849,100	\$403,200	4.8%
Total Expenditures as % of Budget:	22.5%	23.0%	22.9%	23.3%		



TOTAL FY2025 AGENCY BUDGET

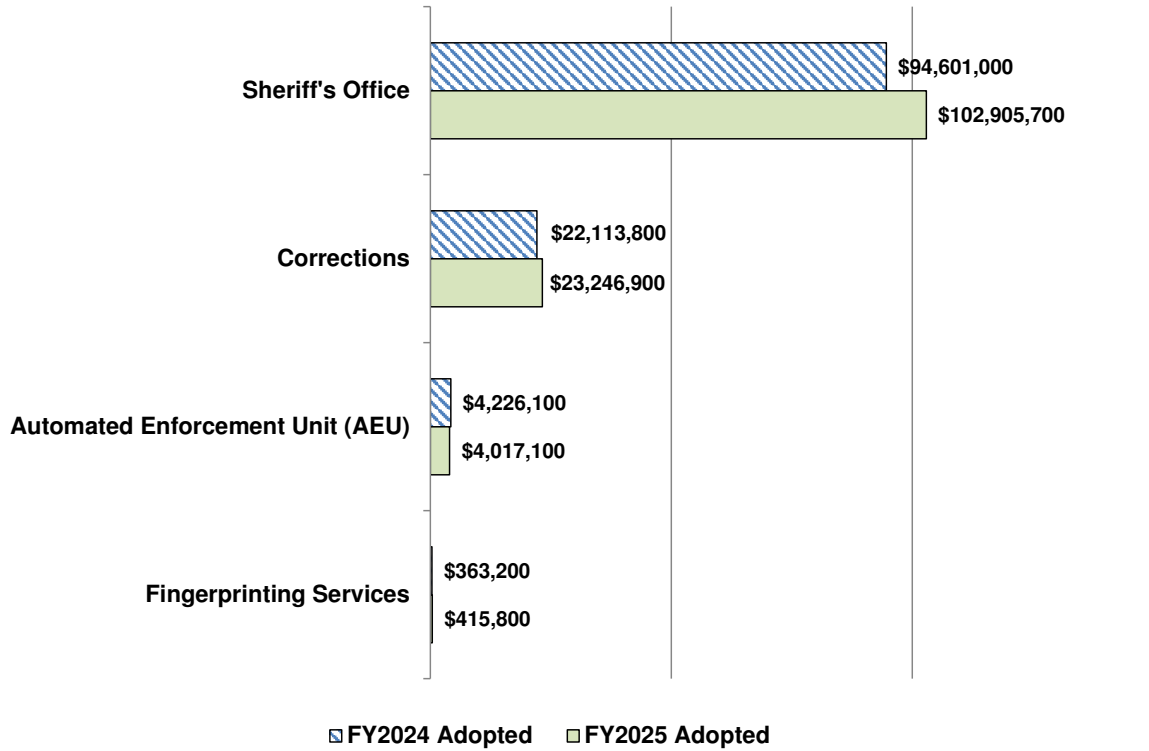
\$132,544,920

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

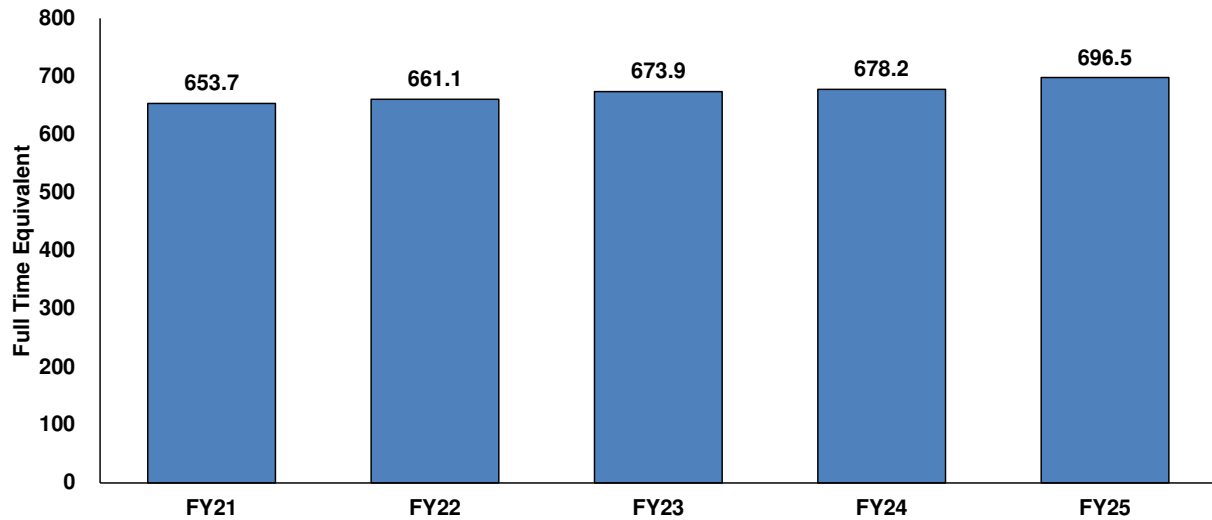
As indicated by the graph, the Sheriff's Office is mostly funded by the General Fund.

Sheriff's Office Expenditure and Staffing History

GENERAL FUND



Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Sheriff	488.4	495.7	507.6	511.8	529.1
Corrections	158.2	158.2	158.2	158.2	158.2
Automated Enforcement Unit (AEU)	4.0	4.0	5.0	5.0	6.0
Fingerprinting Services	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	653.7	661.1	673.9	678.2	696.5

Public Safety

Department: Sheriff's Office

Division\Program: Sheriff www.CCSO.US

Fund: General

Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$51,201,656	\$54,734,200	\$55,352,470	\$59,098,200	\$4,364,000	8.0%
Fringe Benefits	25,299,713	27,043,600	27,092,890	30,673,200	3,629,600	13.4%
Operating Costs	7,464,707	8,590,700	9,368,920	8,685,500	94,800	1.1%
Transfers Out	913,439	1,132,700	1,132,700	1,204,800	72,100	6.4%
Capital Outlay	5,305,294	3,099,800	3,878,490	3,244,000	144,200	4.7%
Total Expenditures	\$90,184,809	\$94,601,000	\$96,825,470	\$102,905,700	\$8,304,700	8.8%
Revenues	\$3,405,963	\$2,640,400	\$2,682,600	\$2,753,300	\$112,900	4.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2024 and FY2025 approved salary increases. Also includes funding in FY2025 for:
 - Ten (10) new Sworn Officers starting in February to assist with the needs of a growing population.
 - A DNA Analyst to assist with the prioritization of Charles County's cases that involve DNA.
 - The upgrade of an After School Coordinator from part-time to full-time reduced hours to assist with the workload.
 - During the budget adoption process the Commissioners added four new Record Technicians for the Body Worn Camera Program.
- **Operating Costs** were adjusted to provide additional funds in contract services, computer cost, training, and various other accounts. Also includes funding to support the impact of the new positions for FY2025.
- **Transfer Out** represents the local match for grants and Charles County's share of the Southern Maryland Criminal Justice Academy (SMCJA). The FY2025 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 FY2025 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.

Public Safety

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.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Sworn Officer</u>					
Sheriff	1.0	1.0	1.0	1.0	1.0
Lt. Colonel	1.0	0.0	0.0	0.0	0.0
Major	1.0	2.0	2.0	2.0	2.0
Captains	10.0	10.0	10.0	10.0	10.0
Lieutenant	24.0	24.0	24.0	24.0	24.0
Sergeant	45.0	46.0	46.0	46.0	46.0
Corporal	70.0	70.0	70.0	70.0	70.0
PFC, Patrolman I & II	166.0	167.0	167.0	173.0	183.0
Total Sworn Officers	318.0	320.0	320.0	326.0	336.0
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	(5.0)	(2.0)	(2.0)	(6.0)	(4.0)
Vehicle Theft Grant	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
Total Other Funding	(12.0)	(9.0)	(9.0)	(13.0)	(11.0)
Total Officers funded by General Fund	306.0	311.0	311.0	313.0	325.0
<u>Office of the Sheriff</u>					
Chief of Staff	0.0	1.0	1.0	1.0	1.0
Assistant Sheriff of Administration	1.0	0.0	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
<u>Patrol Division</u>					
Administrative Associate (Patrol)	1.0	1.0	1.0	1.0	1.0
	1.0	1.0	1.0	1.0	1.0
<u>Executive Services Division</u>					
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	0.9	0.9
Part Time	0.6	0.6	0.6	0.0	0.0
	6.6	6.6	6.6	6.9	6.9
<u>Support Services Division - Communications</u>					
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
Program Administrator: Troy D. Berry, Sheriff

Fund: General

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Support Services Division - Station Clerks</u>					
Police Station Supervisor	4.0	4.0	4.0	4.0	4.0
Police Station Technician I - III	18.0	18.0	20.0	20.0	20.0
	22.0	22.0	24.0	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	1.0	1.0	1.0	1.0
Budget Analyst I-II	1.0	1.0	1.0	1.0	1.0
Accounting Specialist	2.9	3.9	3.9	3.9	3.9
Accounting Clerk	1.0	0.0	0.0	0.0	0.0
Human Resources Administrator	1.0	1.0	1.0	1.0	1.0
Human Resources Generalist	2.0	1.0	1.0	1.0	1.0
Human Resources Assistant	1.0	2.0	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	0.0	0.0	0.0	0.0
Mental Health Liaison Admin. Assistant	0.0	0.0	1.0	1.0	1.0
Part Time	0.6	0.6	0.6	0.6	0.6
Grant/Program Funded Positions	0.0	0.0	(1.0)	(1.0)	(1.0)
	18.5	18.6	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	1.0	1.0
Network Specialist III	2.0	3.0	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	13.0	13.0	14.0	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	1.0	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	6.9	6.9	6.9	6.9

Public Safety

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

Fund: General

Positions:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Criminal Investigation Division</u>					
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	1.0	1.0	1.0	1.0
Forensic Science Supervisor	0.0	0.0	1.0	1.0	1.0
Forensic Science Technician I - III	2.0	2.0	2.0	2.0	2.0
Forensic Science Lab Technician	2.0	2.0	2.0	2.0	2.0
Digital Forensic Unit Technician	0.0	0.0	1.0	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	1.0	1.0
Allied DNA	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	18.2	20.2	21.2	22.2
<u>Special Operations Division</u>					
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	0.9	0.9	0.9
AEU Supervisor/Lead	0.0	0.0	1.0	1.0	1.0
AEU Office Specialist	3.0	3.0	3.0	3.0	4.0
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
After School Coordinator	0.0	0.0	0.0	0.0	0.9
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	0.0
Other Funding Source	(7.2)	(7.2)	(8.2)	(8.2)	(9.2)
	3.6	3.6	4.5	4.5	4.8
<u>Special Services Division - Court Security</u>					
Transport/Court Holding Officer (CO)	8.0	8.0	8.0	8.0	8.0
Court Security Officer (CO)	2.0	2.0	5.0	5.0	5.0
Court Security Deputy	12.6	12.6	12.6	12.6	12.6
Part Time	2.4	2.4	2.4	2.4	2.4
	25.0	25.0	28.0	28.0	28.0
<u>Special Services Division - Judicial Services</u>					
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	1.0	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)
	17.0	17.0	17.0	17.0	17.0

Public Safety

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

Fund: General

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Special Services Division - Property Management</u>					
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	2.0	2.0	3.0	3.0	3.0
Fleet Manager	1.0	1.0	1.0	1.0	1.0
Fleet Maintenance Supervisor	0.9	1.0	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	14.2	15.2	15.2	15.2

Body Worn Camera (BWC) Program

BWC Record Technician	0.0	0.0	2.0	2.0	6.0
BWC Technical Support Specialist	0.0	0.0	1.0	1.0	1.0
	0.0	0.0	3.0	3.0	7.0

SWORN PERSONNEL:

General Funded	306.0	311.0	311.0	313.0	325.0
Grant/Other Funding	12.0	9.0	9.0	13.0	11.0
Total Sworn Personnel:	318.0	320.0	320.0	326.0	336.0

CLASSIFIED PERSONNEL:

General Funded	182.4	184.7	196.6	198.8	204.1
Grant/Other Funding	11.4	11.4	13.4	13.4	14.4
Total Classified Personnel:	193.8	196.1	210.0	212.2	218.5

TOTAL PERSONNEL

Full-time	494.1	498.5	512.3	521.2	538.1
Part-time	17.7	17.7	17.7	17.0	16.4
Total:	511.8	516.1	530.0	538.2	554.5

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 and a mental health assistant, hired with earmarked federal funding.
Status: Will be a continuing commitment in FY2025 and future fiscal years.

Administrative Services Division

Goal: Increase the effectiveness of the Human Resources Section Recruitment Unit.
Objective: Lessen the Sworn and Correctional vacancies.
Status: Continuing commitment in FY2025.

Community Services Division

Goal: Upgrade the After School Coordinator to Full Time Reduced Hours.
Objective: Enhance the After School Coordinator Part Time position to Full Time Reduced Hours Youth Program Coordinator as a part of the Juvenile Services Unit.
Status: Secure funding in FY25.

Public Safety

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

Patrol Division

Goal:	Hire ten (10) Sworn Officers in FY25.
Objective:	Provide the necessary staffing to each patrol shift. Currently the minimum staffing is 15 officers per shift, adding officers will help reach the objective of 18 officers per shift.
Status:	<i>Secure funding in the FY2025 budget and future fiscal years.</i>
Goal:	Improve efficiency of patrol response times, distances and workload distribution by realigning and increasing the number of patrol sectors, and/or districts.
Objective:	Realign and increase number of patrol sectors to account for continuously expanding development and growth in Charles County.
Status:	<i>Secure funding in the FY2025 budget and future fiscal years.</i>

Special Operations Division

Goal:	Improve the efficiency of the Automated Enforcement Section to include a Full Time Automated Enforcement Specialist to assist with the workload of the School Bus Enforcement Program.
Objective:	Hire one (1) additional Automated Enforcement Specialist using the revenue received from the School Bus Enforcement Program.
Status:	<i>Hire one (1) AEU Specialist in FY25.</i>
Goal:	Civilianize the K-9 Program instructor position.
Objective:	Hire one (1) K-9 Program instructor.
Status:	<i>The Sheriff is committed to this priority for FY2026.</i>

Information Services Division

Goal:	Update/replace all hardware/software which will no longer be supported by the vendor (end of life).
Objective:	Procure replacement hardware/software which is at end of life.
Status:	<i>Secure funding in the FY2025 budget to replace all end of life hardware/software.</i>
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:	<i>Secure funding in the FY2025 budget to continue the BWC program.</i>

Objectives & Measurements:

	CY21 Official	CY22 Official	CY23 Official	CY24 Projected	CY25 Estimated
<u>NIBRS</u>					
Murder/Non Negligent Manslaughter	8	7	11	12	13
Rape	59	32	32	37	38
Robbery	78	105	108	125	127
Aggravated Assault	402	260	284	285	287
Breaking & Entering	187	171	151	181	185
Larceny	1,285	977	1,323	1,350	1,355
Motor Vehicle Theft	192	198	296	300	305
Total	2,211	1,750	2,205	2,290	2,310
- Police Calls for Service	198,653	253,799	261,003	282,536	289,036
Population	166,617	168,698	170,102	172,190	180,300
- Police Call for Service Per Capita	1.2	1.5	1.5	1.6	1.6
# of Sworn Officers	319	319	325	335	340
- Police Calls for Service per Officer	623	529	524	514	530
Volunteers in Community Service					
Registered	81	103	130	150	170
Referred	84	107	141	165	185

Public Safety

Department: Sheriff's Office

Division\Program: Corrections

Fund: General

Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$10,275,146	\$12,565,000	\$11,531,300	\$12,905,500	\$340,500	2.7%
Fringe Benefits	4,136,949	4,826,700	4,857,100	5,210,400	383,700	7.9%
Operating Costs	4,359,361	4,684,300	4,985,140	5,104,000	419,700	9.0%
Capital Outlay	177,684	37,800	261,730	27,000	(10,800)	-28.6%
Total Expenditures	\$18,949,140	\$22,113,800	\$21,635,270	\$23,246,900	\$1,133,100	5.1%
Revenues	\$149,824	\$70,000	\$70,000	\$150,000	\$80,000	114.3%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. During the budget adoption process the County Commissioners increased the turnover budget for Corrections to allow for additional positions for the Body Worn Camera Program.
- **Operating Costs** includes an increase medical contracts, contract services, and computer costs.
- The **Capital Outlay** funding is for ongoing camera system conversion.
- **Revenues** associated with this program are from State Aid for Transportation, State Aid for Inmate Operating, and Room & Board Reimbursement.

Description:

The Charles County Detention Center is a secure facility for incarcerated adults that opened in 1995 and stretches 140,000 feet with 219 cells. The Corrections Division is responsible for maintaining custody and security of those incarcerated and offers a variety of programs to reduce recidivism and helps released offenders re-enter society as productive citizens.

Positions:

Title	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
<u>Correctional Officers</u>					
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

Public Safety

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

Fund: General

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 incarcerated, staff and citizens by maintaining a humane living and working environment in accordance with Federal and State regulations.

The facility will operate based on the following principles:

- the physical, emotional, and psychological well-being of incarcerated of prime concern
- a variety of programs are provided to aid interested incarcerated 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 with incarcerated.

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

Goal: Recruitment and retention of the current correctional officer vacancies.
 Objectives: Recruit and hire qualified new officers. Implement the new posts into the daily post assignments.
 Revise CCDC policy for the new posts.
 Status: *Continuous*

Goal: Complete on-going facility camera system conversion and future expansion to improve site-wide video coverage.
 Objectives: Obtain a contract to facilitate the conversion of the End Of Life camera system.
 Status: *Continuous*

Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
Average Daily Population	137	148	151	153	155
Prisoners Transported	980	2,097	2,810	2,200	2,250
# of Prisoner Transports	756	1,346	1,424	1,450	1,475
Transport Miles	33,478	25,168	26,206	26,000	25,900
Inmates Processed	1,048	1,277	1,447	1,063	1,060
Work Release Inmates	0	0	0	0	0
Total Drug Screening	0	0	0	0	0
Emergency Response Team Responses	179	182	156	105	105
Bookings	4,293	4,795	5,505	5,005	5,000

Public Safety

Department: Sheriff's Office

Division\Program: Automated Enforcement Unit (AEU)

Fund: General

Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$270,346	\$297,200	\$299,620	\$374,900	\$77,700	26.1%
Fringe Benefits	105,293	111,300	111,610	153,500	42,200	37.9%
Operating Costs	3,452,140	3,817,600	3,817,600	3,488,700	(328,900)	-8.6%
Total Expenditures	\$3,827,778	\$4,226,100	\$4,228,830	\$4,017,100	(\$209,000)	-4.9%
Revenues	\$5,461,295	\$5,445,500	\$5,445,500	\$5,545,800	\$100,300	1.8%

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 the FY2024 and FY2025 approved salary increases. Also includes funding for an AEU Specialist Position to assist this program with an increasing workload.
- **Operating costs** includes funding in support of the new position which is being offset by a decrease in the operating cost related to the bus camera program.
- **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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
AEU Supervisor - Civilian	1.0	1.0	1.0	1.0	1.0
AEU Supervisor/Lead	0.0	0.0	1.0	1.0	1.0
AEU Office Specialist	2.0	2.0	2.0	2.0	3.0
AEU Civilian Deputy (Special)	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	4.0	4.0	5.0	5.0	6.0

Objectives & Measurements:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
Number of Red Light Citations Issued:	29,868	35,076	37,467	37,500	39,500
Number of Speed Camera Citations Issued:	45,601	42,312	37,883	43,575	44,000
Number of School Bus Citations Issued:	N/A	11,226	10,917	13,000	13,250

Public Safety

Department: Sheriff's Office

Division\Program: Fingerprinting Services

Fund: General

Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$122,797	\$160,900	\$160,900	\$160,800	(\$100)	-0.1%
Fringe Benefits	23,372	28,200	28,200	29,700	1,500	5.3%
Operating Costs	207,417	174,100	174,100	225,300	51,200	29.4%
Capital Outlay	22,151	0	0	0	0	N/A
Total Expenditures	\$375,737	\$363,200	\$363,200	\$415,800	\$52,600	14.5%
Revenues	\$396,838	\$290,000	\$290,000	\$400,000	\$110,000	37.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Costs** increase is based on anticipated activity in contract services and credit card processing.
- **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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
Number of Fingerprint cards processed:	5,928	6,032	8,678	7,000	7,100

Public Safety - Emergency Services Summary

Michelle Lilly, Director of Emergency Services

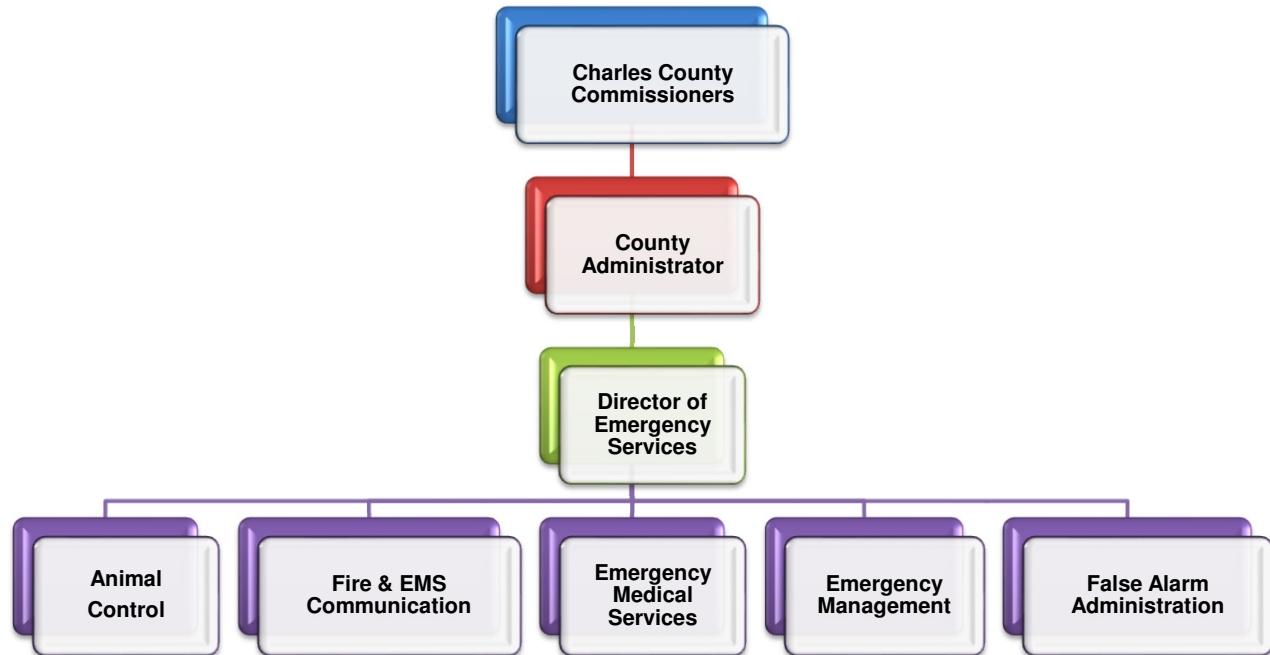
301-609-3401

Address: 10425 Audie Ln., La Plata, MD 20646

8:00 a.m.-4:30 p.m. M-F

www.charlescountymd.gov/services/emergency-services

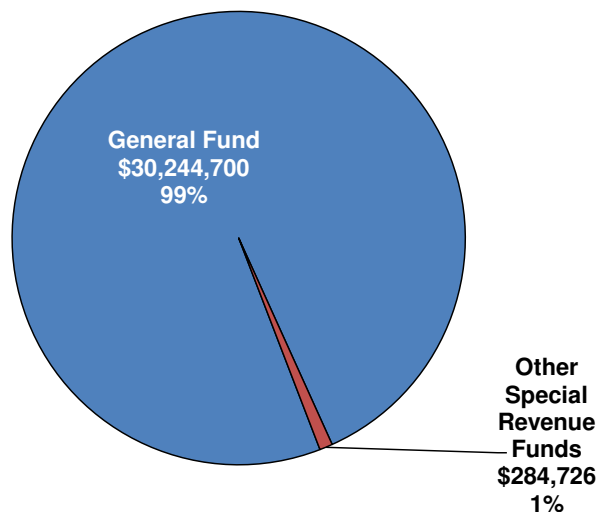
Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$4,466,214	\$16,893,000	\$16,944,240	\$19,440,300	\$2,547,300	15.1%
Fringe Benefits	4,610,936	5,776,500	5,783,170	6,639,300	862,800	14.9%
Operating Costs	2,806,650	3,496,200	3,275,420	3,806,700	310,500	8.9%
Transfers Out	85,834	71,200	71,200	71,900	700	1.0%
Capital Outlay	91,009	0	296,080	286,500	286,500	New
Total Expenditures	\$12,060,643	\$26,236,900	\$26,370,110	\$30,244,700	\$4,007,800	15.3%
Revenues	\$8,020,293	\$7,037,800	\$7,019,800	\$10,651,800	\$3,614,000	51.4%
Total Expenditures as % of Budget:	2.4%	5.0%	4.9%	5.4%		



TOTAL FY2025 DEPARTMENT BUDGET

\$30,529,426

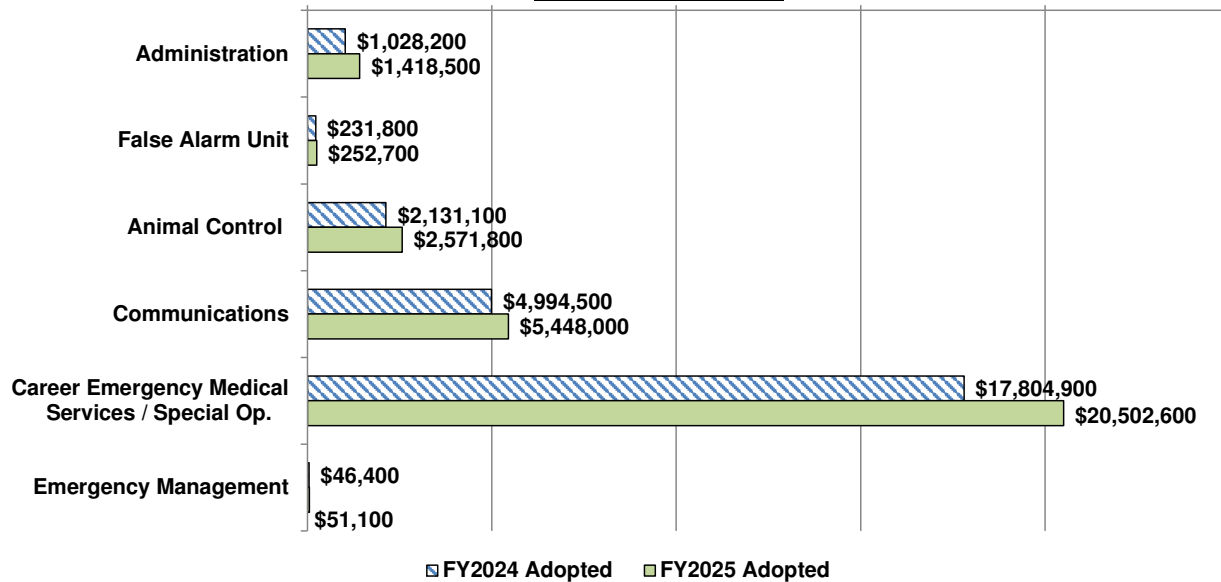
(Totals for funds other than the General Fund exclude transfers-in from the General Fund)



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

Emergency Services Expenditure and Objectives & Measurements

GENERAL FUND



Objectives & Measurements:

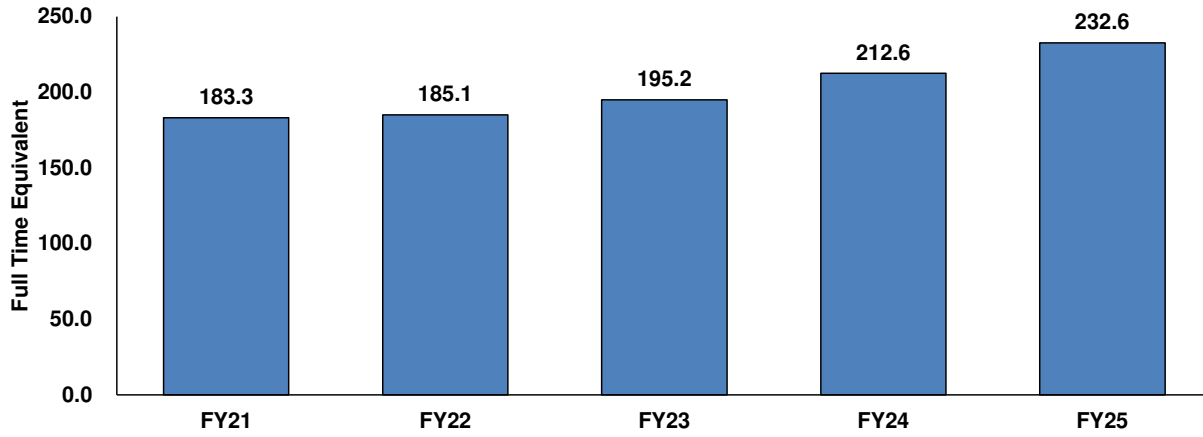
	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u><i>False Alarm Reduction Unit: To maximize public awareness of false alarm issues and reduce their impact on our local emergency response personnel (Police, Fire and Emergency Medical Services).</i></u>					
Ratio of False Alarms per Registered User	0.22	0.24	0.22	0.22	0.22
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Public Safety					
<u><i>Animal Shelter: Improve ratio of live releases of Adoptable/Rescuable/Reclaimable Animals (ARRA) to total intakes.</i></u>					
Dogs	1483 - 88%	1430-78%	1381-77%	1485-80%	1502-82%
Cats	2164 - 71%	1950-64%	1192-59%	1542-71%	1627-73%
Other	484 - 97%	622-88%	231-84%	425-92%	466-93%
Total	4131 - 79%	4002-72%	2804-68%	3452-72%	3595-75%
• Achieves Commissioners 2023-2026 Goals and Objectives: Emergency Preparedness, Response & Safety					
<u><i>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).</i></u>					
Number of 911 Calls Received	73,777	77,291	79,894	85,000	89,000
Percent 911 Calls Dispatched < 2 mins	63%	59%	60%	70%	70%
• Achieves Commissioners 2023-2026 Goals and Objectives: Emergency Preparedness, Response & Safety					
<u><i>Emergency Medical Services: Countywide EMS Unit Hour Utilization, Response Times & Transports</i></u>					
<u><i>UHU expressed in percentage of time unit is on a call, which affects response time and unit readiness. UHU Goal is 30% for</i></u>					
Urban - Waldorf, Westlake & White Plains	65.06%	59.52%	54.91%	54.91%	54.91%
Suburban - LaPlata, Hughesville & Bryan's Rd	42.66%	47.66%	45.04%	45.04%	45.04%
Rural - Marbury, Cobb Island, Newburg	18.42%	22.16%	26.64%	26.64%	26.64%
<i>Response times are expressed in % of calls that met the goal.</i>					
<i>Goals: Urban - 9 minutes, Suburban - 10 minutes, Rural - 14 minutes</i>					
Urban - Waldorf, Westlake & White Plains	70.71%	67.35%	65.79%	65.79%	65.79%
Suburban - LaPlata, Hughesville & Bryan's Rd	74.82%	75.08%	73.19%	73.19%	73.19%
Rural - Marbury, Cobb Island, Newburg	66.25%	66.90%	71.80%	71.80%	71.80%
<i>Number of transports complete by career units vs volunteer units.</i>					
Transports by Career EMS	9,786	10,628	10,662	11,000	11,500
Transports by Volunteer Companies	2,789	2,525	2,289	2,280	2,000
Transports by Mutual Aid Partners	525	577	434	400	350
Total Number of Transports*	13,100	13,730	13,385	13,680	13,850
Percent of Transports by Career EMS	75%	77%	80%	80%	83%

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

• Achieves Commissioners 2023-2026 Goals and Objectives: Emergency Preparedness, Response & Safety

Emergency Services Staffing History

Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Administration	3.8	4.8	4.9	5.4	5.4
False Alarm Reduction Unit (FARU)	2.0	2.0	2.0	2.0	2.0
Animal Control	23.2	24.2	24.2	24.2	28.2
Fire/EMS Communications	37.3	37.3	37.3	37.3	40.3
Career Emergency Medical Services / SOD	115.8	115.8	125.8	143.8	156.8
Emergency Management	1.2	1.0	1.0	0.0	0.0
Total Full Time Equivalent	183.3	185.1	195.2	212.6	232.6

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$551,243	\$571,300	\$580,830	\$588,700	\$17,400	3.0%
Fringe Benefits	178,976	197,900	198,970	216,900	19,000	9.6%
Operating Costs	16,101	226,000	243,600	331,400	105,400	46.6%
Transfers Out	26,851	33,000	33,000	29,000	(4,000)	-12.1%
Capital Outlay	0	0	0	252,500	252,500	New
Total Expenditures	\$773,172	\$1,028,200	\$1,056,400	\$1,418,500	\$390,300	38.0%
Revenues	\$707,359	\$362,000	\$362,000	\$362,000	\$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Costs** includes funding for video data recorders and the related live subscription, training for the fire department conference and increases in various other accounts.
- The **Transfers Out** budget is the County's local match for the Emergency Management Performance Grant.
- The **Capital Outlay** budget is for knox box with e-keys which is a wall-mounted key safe that the local fire department, police and other emergency personnel have access to. It allows emergency services personnel to enter a building quickly without damaging property or delay.
- **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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Director of Emergency Services	1.0	1.0	1.0	1.0	1.0
Deputy Director of Emergency Services	1.0	1.0	1.0	1.0	1.0
Health and Safety Officer	0.0	1.0	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	4.6	5.6	5.6	5.6	5.6
Allocated to Special Revenue	(0.8)	(0.8)	(0.7)	(0.3)	(0.3)
Net Cost to General Fund	3.8	4.8	4.9	5.4	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$157,840	\$134,000	\$135,140	\$142,700	\$8,700	6.5%
Fringe Benefits	45,916	53,600	53,700	59,100	5,500	10.3%
Operating Costs	39,723	44,200	42,270	50,900	6,700	15.2%
Total Expenditures	\$243,479	\$231,800	\$231,110	\$252,700	\$20,900	9.0%
Revenues	\$534,402	\$506,400	\$506,400	\$580,000	\$73,600	14.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY025 approved salary increases.
- **Operating Costs** includes an increase for credit card processing based on activity, contract services and equipment repairs and maintenance.
- **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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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

Public Safety

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,309,871	\$1,384,500	\$1,403,210	\$1,669,600	\$285,100	20.6%
Fringe Benefits	337,977	413,300	414,250	509,200	95,900	23.2%
Operating Costs	283,375	333,300	93,470	359,000	25,700	7.7%
Capital Outlay	0	0	236,800	34,000	34,000	New
Total Expenditures	\$1,931,223	\$2,131,100	\$2,147,730	\$2,571,800	\$440,700	20.7%
Revenues	\$151,892	\$40,200	\$40,200	\$40,700	\$500	1.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2024 and FY2025 approved salary increases. Also included is funding for four new Animal Control Officers to ensure that there would be a minimum of two officers per call for safety.
- **Operating Costs** increase includes the reallocation of funding from contract services, utilities, and general repairs to the DPW - PF Building and Trades Division as they will now be maintaining the building. This is partially offsetting the increases in other accounts such as medical supplies, uniforms, etc. Also includes funds for the new positions.
- **Capital Outlay** provides funding for new radios for the four new positions.
- **Revenues** represent animal licenses and dog fines and have been adjusted based on activity.

Description:

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

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

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:

	FY21	FY22	FY23	FY24	FY25
Title	FTE	FTE	FTE	FTE	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	1.0	1.0	1.0	1.0
Animal Control Officer	4.0	4.0	4.0	4.0	8.0
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	24.8	24.8	24.8	28.8
Allocated to Special Revenue	(0.6)	(0.6)	(0.6)	(0.6)	(0.6)
Net Cost to General Fund	23.2	24.2	24.2	24.2	28.2

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$2,632,395	\$2,845,300	\$2,835,400	\$3,159,500	\$314,200	11.0%
Fringe Benefits	685,123	767,400	767,870	902,100	134,700	17.6%
Operating Costs	1,154,014	1,381,800	1,380,650	1,386,400	4,600	0.3%
Capital Outlay	91,009	0	0	0	0	N/A
Total Expenditures	\$4,562,542	\$4,994,500	\$4,983,920	\$5,448,000	\$453,500	9.1%
Revenues	\$1,903,176	\$1,810,000	\$1,810,000	\$3,810,000	\$2,000,000	110.5%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also included is funding for:
 - A NextGen 911 Telephone Systems Administrator to manage the Next Generation 9-1-1 system, as well as service agreements and to coordinate with contractors regarding maintenance and service issues to assure the health and resiliency of our telephony equipment.
 - A Data Analyst to use data, strategic planning, data visualizations, and innovation to measure performance and efficiency of the programs and services delivered by the various divisions within DES.
 - An Assistant Chief of 911/Public Communication to address a span of control issues within this division.
- **Operating Costs** increase is based on anticipated needs for FY2025 to include additional funding in training and in support of the new positions.
- **Revenues** are primarily from Local 911 fees. The FY2025 budget increases the fee to support 911 costs.

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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	2.0
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
Next 9-1-1 Telephone System Administrator	0.0	0.0	0.0	0.0	1.0
Public Safety Communications Supervisor	5.0	5.0	6.0	6.0	6.0
Data Analyst	0.0	0.0	0.0	0.0	1.0
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	40.3

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
www.charlescountymd.gov/services/emergency-services/emergency-medical-services

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	(\$164,891)	\$11,957,900	\$11,989,660	\$13,879,800	\$1,921,900	16.1%
Fringe Benefits	3,353,044	4,344,300	4,348,380	4,952,000	607,700	14.0%
Operating Costs	1,310,616	1,502,700	1,507,330	1,670,800	168,100	11.2%
Transfers Out	23,837	0	0	0	0	N/A
Capital Outlay	0	0	59,280	0	0	N/A
Total Expenditures	\$4,522,605	\$17,804,900	\$17,904,650	\$20,502,600	\$2,697,700	15.2%
Revenues	\$4,722,532	\$4,319,200	\$4,301,200	\$5,859,100	\$1,539,900	35.7%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases and the impact of a FY2024 mid year reorganization. The reorganization was implemented to bolster recruitment and retention and allows for an EMT I to be non-competitively promoted to an EMT II with the required certified training/experience. A new paid paramedic education opportunity has also been implemented to pay for and assist with scheduling to support EMT II's through a paramedic certification course at the College of Southern Maryland. This program addresses an existing barrier by extending EMS career path opportunities to youth and young adults in the community. Also includes funding for:
 - Ten (10) EMT's for one 24-hour crew and two flex providers in the Bel Alton area.
 - A Hazmat Captain to provide oversight of daily operations and administration support.
 - Two (2) Hazmat Technicians to address increased workload from growth in the County, and increase in hazmat vehicles coming into the county now that the new bridge is complete.
 - During the budget adoption process the County Commissioners added one additional day of leave for full-time County Government employees to use at their leisure. Additional funds were provided to cover the potential overtime cost.
- The **Operating Costs** increase includes funding for uniforms and protective gear increases related to increased staffing and an increase for medical expenses such as vaccines. Also includes funding in training to support the Paid Paramedic Program and operating costs associated with the new positions.
- **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 14 - Newburg ALS 24/7	EMS 4 -Nanjemoy 24/7 BLS
EMS 16 - La Plata - 24/7 Supervisor	EMS 18 - Waldorf 24/7 Supervisor	
EMS 51 - La Plata 24/7 ALS	EMS 60 - White Plains 24/7 ALS, 24/7 BLS	

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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	1.0	1.0	1.0	1.0	1.0
EMS Captain	6.0	6.0	6.0	6.0	6.0
Paramedic Supervisor/Lieutenant	13.0	13.0	13.0	13.0	13.0
Paramedics	47.0	47.0	47.0	51.0	51.0
Hazmat Captain	0.0	0.0	0.0	0.0	1.0
Hazmat Technicians	0.0	0.0	2.0	2.0	4.0
Emergency Medical Technician	40.0	40.0	48.0	68.0	78.0
EMS Supply Technicians	0.0	0.0	0.0	2.0	2.0
Nurse - MIH program	1.0	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	115.8	115.8	125.8	151.8	164.8
Allocated to ARPA	0.0	0.0	0.0	(8.0)	0.0
Allocated to Special Revenue	0.0	0.0	0.0	0.0	(8.0)
Net Cost to General Fund	115.8	115.8	125.8	143.8	156.8

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	(\$20,245)	\$0	\$0	\$0	\$0	N/A
Fringe Benefits	9,900	0	0	0	0	N/A
Operating Costs	2,820	8,200	8,100	8,200	0	0.0%
Transfers Out	35,146	38,200	38,200	42,900	4,700	12.3%
Total Expenditures	\$27,622	\$46,400	\$46,300	\$51,100	\$4,700	10.1%

Changes and Useful Information:

- 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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Deputy Director of Emergency Services	1.0	0.0	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	1.0	1.0	1.0	1.0
Allocated to Special Revenue	(0.8)	0.0	0.0	(1.0)	(1.0)
Net Cost to General Fund	1.2	1.0	1.0	0.0	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	\$117,648	\$308,000	\$308,000	\$308,000	\$0	0.0%
Debt Service	33,824,237	32,798,400	32,798,400	32,336,400	(462,000)	-1.4%
Total Expenditures	\$33,941,885	\$33,106,400	\$33,106,400	\$32,644,400	(\$462,000)	-1.4%
Revenues	\$685,956	\$1,918,700	\$1,918,700	\$1,318,700	(\$600,000)	-31.3%

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 \$10.3 million for education related debt and \$3.5 million for public safety related debt. Funding for various capital needs for the new positions are included as well as funding for two ambulances for Department of Emergency Services.
- **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 asset financing 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:

	FY2023 <u>Actual</u>	FY2024 <u>Adopted</u>	FY2025 <u>Adopted</u>	\$ Change from FY2024	% Chg.
Bonds					
Board Of Education	\$7,595,032	\$7,202,500	\$8,276,900	\$1,074,400	14.9%
College of Southern Maryland	1,873,580	2,045,000	1,998,400	(46,600)	-2.3%
General Government	7,392,587	5,945,570	5,783,600	(161,970)	-2.7%
Public Safety	2,564,835	2,712,630	2,726,300	13,670	0.5%
Transportation	11,028,773	11,704,200	10,289,100	(1,415,100)	-12.1%
Bond Principal & Interest	\$30,454,807	\$29,609,900	\$29,074,300	(\$535,600)	-1.8%
Capital Asset Financing					
Public Works - Facilities	\$1,385,194	\$1,514,400	\$1,509,500	(\$4,900)	-0.3%
Recreation, Parks, and Tourism	821,189	852,300	874,500	22,200	2.6%
Emergency Services	826,118	659,700	795,600	135,900	20.6%
Fiscal & Administrative Services	8,686	6,600	7,700	1,100	16.7%
Economic Development	14,477	21,200	21,200	0	0.0%
Planning & Growth Management	9,539	11,700	8,000	(3,700)	-31.6%
Central Services	0	10,900	22,100	11,200	102.8%
Community Services	10,759	8,300	20,600	12,300	148.2%
Sheriff	281,103	98,100	0	(98,100)	N/A
Other Agencies	12,365	5,400	2,900	(2,500)	-46.3%
Capital Asset Financing Principal & Interest	\$3,369,430	\$3,188,600	\$3,262,100	\$73,500	2.3%
Operating Costs	\$117,648	\$308,000	\$308,000	\$0	0.0%
Total	\$33,941,885	\$33,106,500	\$32,644,400	(\$462,100)	-1.4%

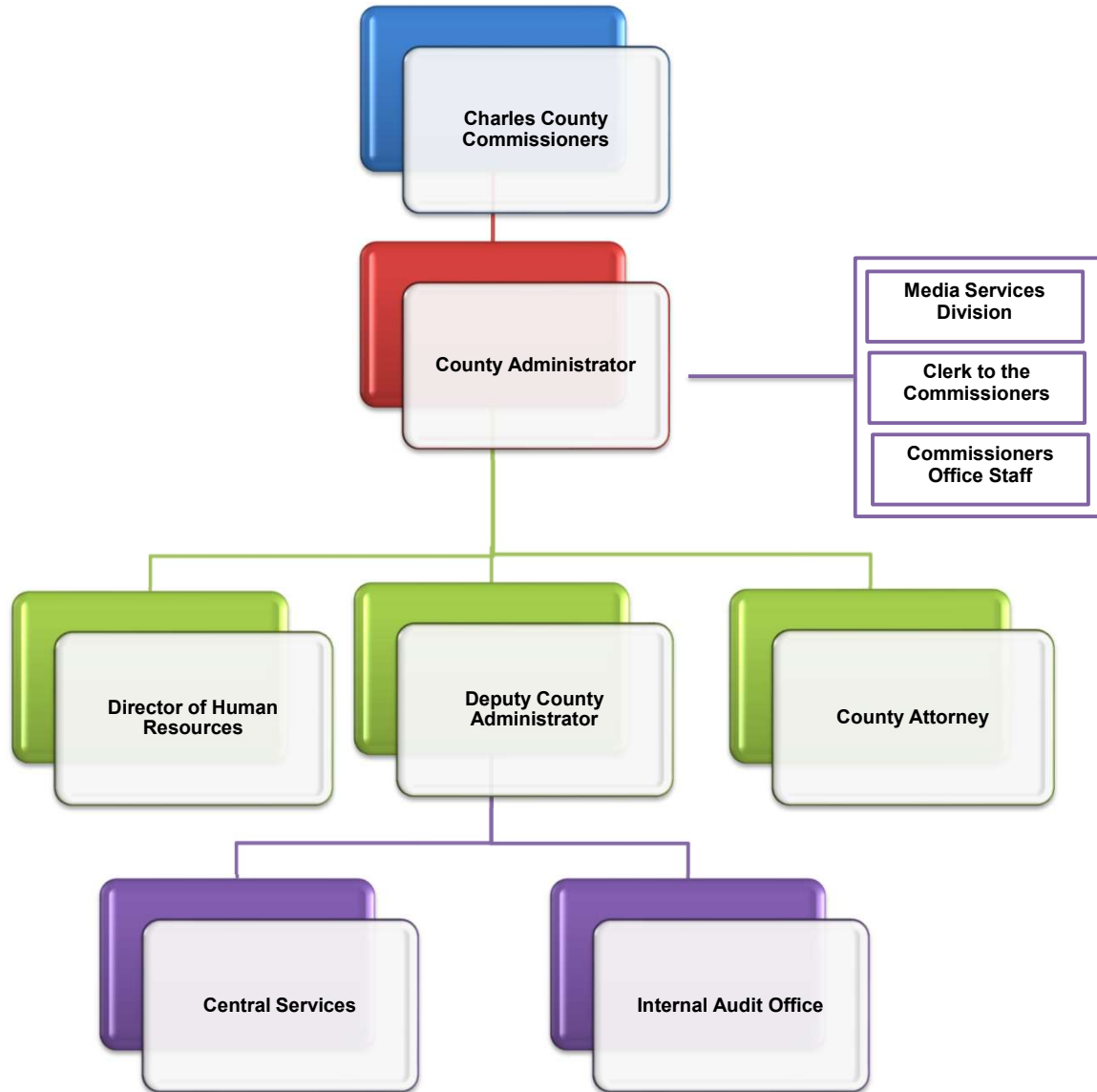
Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Estimated
<i>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.</i>					
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 2023-2026 Goals and Objectives: Institutional Governance

General Government Summary

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$10,997,488	\$12,208,800	\$12,311,100	\$13,563,100	\$1,354,300	11.1%
Fringe Benefits	6,482,095	8,303,400	8,326,410	8,975,500	672,100	8.1%
Operating Costs	6,800,774	7,917,000	9,614,520	8,793,500	876,500	11.1%
Transfers Out	111,565	160,200	163,900	160,200	0	0.0%
Agency Funding	5,573,100	5,898,200	6,111,890	6,825,000	926,800	15.7%
Capital Outlay	591,659	213,600	261,750	56,100	(157,500)	-73.7%
Total Expenditures	\$30,556,681	\$34,701,200	\$36,789,570	\$38,373,400	\$3,672,200	10.6%
Total Expenditures as % of Budget:	6.1%	6.6%	6.8%	6.8%		
Revenues	\$562,447	\$722,000	\$753,500	\$722,000	\$0	0.0%

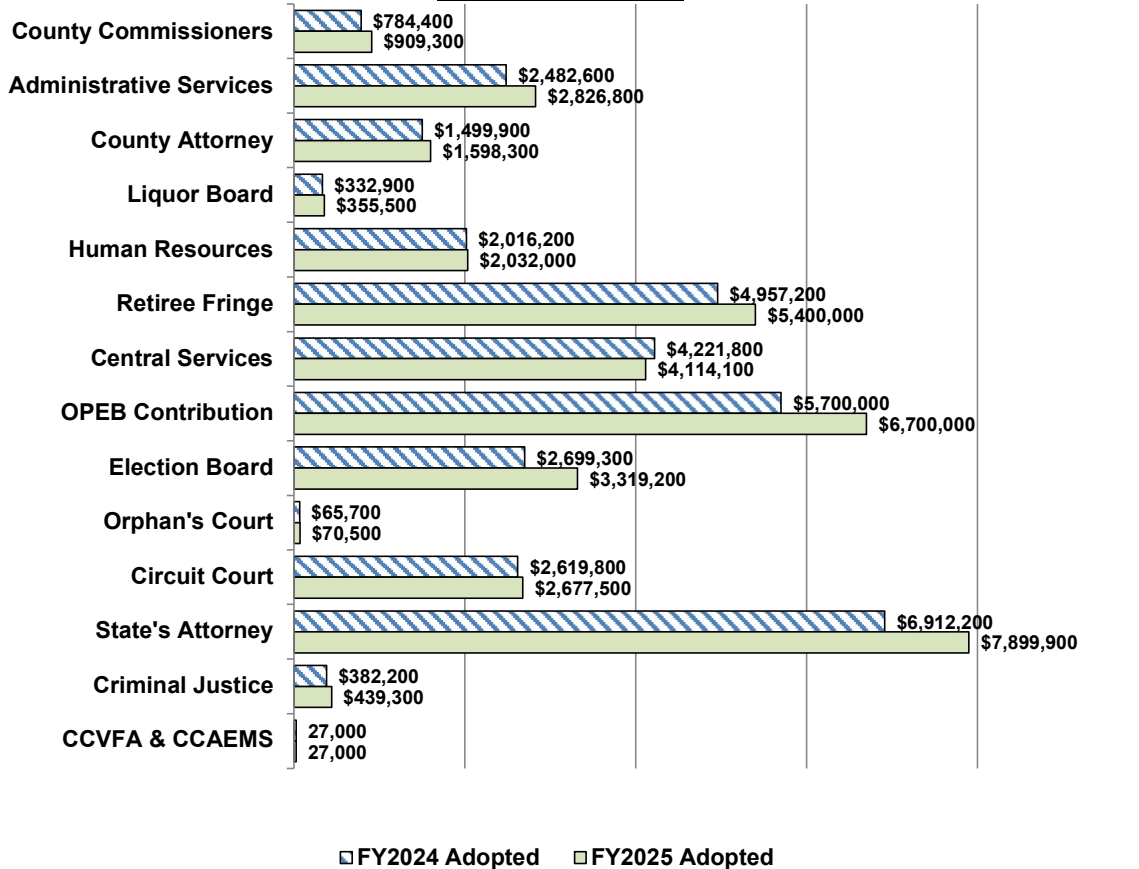


General Government Agencies which receive County funding:

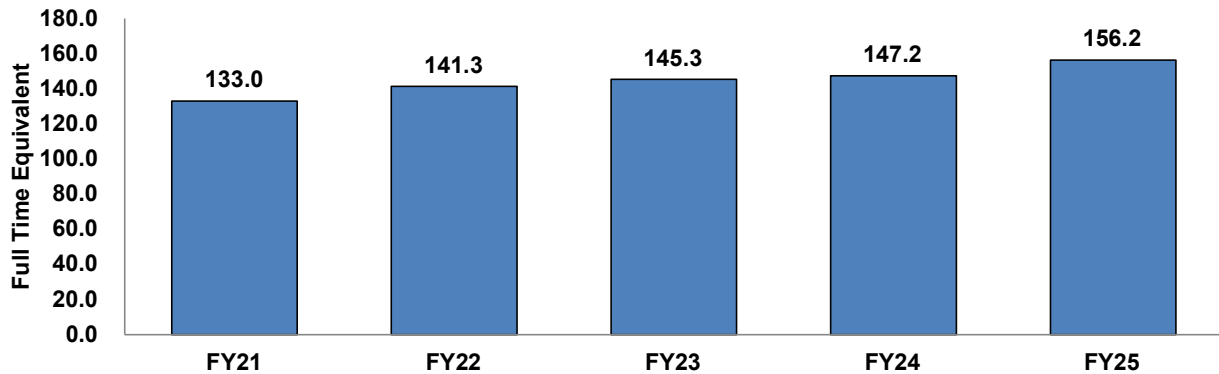
State's Attorney	Circuit Court
Election Board	State Department of Assessments & Taxation Cost Share
Liquor Board	Charles Co. Volunteer Fireman's Association (CCVFA) & Charles Co. Assoc. of Emergency
Orphan's Court	Medical Svcs. (CCAEMS)
Criminal Justice	

General Government Expenditure and Staffing History

GENERAL FUND



Staffing History



Positions by Program:

	FY21	FY22	FY23	FY24	FY25
County Commissioners	5.0	5.0	5.0	5.0	5.0
Administrative Services	18.9	15.7	16.7	17.6	17.6
County Attorney	9.5	10.5	10.5	10.5	10.5
Liquor Board	1.8	1.8	1.8	1.8	1.8
Human Resources*	13.5	15.5	16.5	16.5	18.5
Central Services	7.8	8.8	9.8	10.8	10.8
Circuit Court	18.2	20.7	21.7	21.7	22.7
State's Attorney	58.4	63.4	63.4	63.4	69.4
Total Full Time Equivalent	133.0	141.3	145.3	147.2	156.2

*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, Ed. D., Ralph E. Patterson, II, M.A.

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$271,901	\$271,900	\$271,900	\$271,900	\$0	0.0%
Fringe Benefits	95,067	94,800	94,800	108,200	13,400	14.1%
Operating Costs	195,408	219,500	254,000	404,200	184,700	84.1%
Agency Funding	198,100	198,200	161,890	125,000	(73,200)	-36.9%
Total Expenditures	\$760,475	\$784,400	\$782,590	\$909,300	\$124,900	15.9%

Changes and Useful Information:

- The **Fringe Benefits** increase includes changes in pension and participation for Health & Dental.
- Included in the **Operating Costs** are the individual Commissioner expense accounts. Per the County Commissioner Expense Policy (SOP#: 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 increase for MWCOC Dues & Subscriptions and funding for the Summer Youth Program that was previously in Agency Funding.
 - During the budget adoption process the County Commissioners added additional funding for the Charles County Summer Youth Employment Program. This year's program will be managed by the Department of Community Services.
- The **Agency Funding** provides funding to the Tri-County Council.

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:

<u>Title</u>	<u>FY21</u> <u>FTE</u>	<u>FY22</u> <u>FTE</u>	<u>FY23</u> <u>FTE</u>	<u>FY24</u> <u>FTE</u>	<u>FY25</u> <u>FTE</u>
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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$732,338	\$835,300	\$1,049,360	\$868,100	\$214,060	3.9%
Fringe Benefits	149,142	185,700	226,840	228,100	41,140	22.8%
Operating Costs	177,796	296,100	271,470	525,500	(24,630)	77.5%
Total Expenditures	\$1,059,276	\$1,317,100	\$1,547,670	\$1,621,700	\$304,600	23.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- The **Operating Costs** budget increase is mostly due to the new contract with the federal lobbyist. During the budget adoption process the County Commissioners added funding for a Collaborative Conversation Initiative for Reinventing Our Communities (ROC Initiative). This program will collaborate with the community to ensure that their highest priorities are taken into consideration when making decisions within the government.

Positions:

	<u>FY21</u> <u>FTE</u>	<u>FY22</u> <u>FTE</u>	<u>FY23</u> <u>FTE</u>	<u>FY24</u> <u>FTE</u>	<u>FY25</u> <u>FTE</u>
Title					
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
Executive Assistant	1.0	1.0	2.0	2.0	2.0
Clerk to the County Commissioners	0.0	1.0	1.0	1.0	1.0
Assistant Clerk to the BOCC	0.0	0.0	1.0	1.0	1.0
Program Support Specialist	1.0	1.0	0.0	0.0	0.0
Administrative Associate	0.0	0.0	0.0	0.6	0.6
Part Time	0.0	0.7	0.7	0.0	0.0
Total Full Time Equivalent	4.0	5.7	6.7	6.6	6.6

Description:

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

General Government

Department: Administrative Services
Division\Program: Commissioner Office Administration
Program Administrator: Board of County Commissioners
www.charlescountymd.gov/government/county-administration
www.charlescountymd.gov/government/county-administration/clerk-to-the-commissioners

Fund: General

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$609,380	\$682,300	\$685,010	\$710,800	\$28,500	4.2%
Fringe Benefits	173,637	202,700	202,910	208,200	5,500	2.7%
Operating Costs	53,099	49,400	49,050	46,400	(3,000)	-6.1%
Total Expenditures	\$836,116	\$934,400	\$936,970	\$965,400	\$31,000	3.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- The **Operating Costs** decrease is predominantly due to a one-time purchase in FY2024.

Description:

The Commissioner Office Administration provides administrative support to the Commissioners.

Positions:

Title	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	0.0	0.0	0.0	0.0
Communications Coordinator	0.0	0.0	0.0	1.0	1.0
Commissioner Specialist	4.0	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	8.0	8.0	9.0	9.0

General Government

Department: Administrative Services

Division\Program: Internal Audit

Fund: General

Program Administrator: Jenifer Ellin, Acting Deputy County Administrator / Johnnie Coleman, Senior Internal Auditor

<https://www.charlescountymd.gov/Home/Components/ServiceDirectory/ServiceDirectory/51/242>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$99,221	\$174,400	\$174,400	\$186,100	\$11,700	6.7%
Fringe Benefits	24,229	50,000	50,000	41,400	(8,600)	-17.2%
Operating Costs	3,317	6,700	6,580	12,200	5,500	82.1%
Total Expenditures	\$126,767	\$231,100	\$230,980	\$239,700	\$8,600	3.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Costs** increase is due to an increase in Office Supplies for toner cartridges and paper necessary for the new printer and funding for a Peer Review of the Internal Audit Division which will provide valuable suggestions for improving internal practices. The review will improve the quality of the audit department as a whole by evaluating, documenting and reporting on the effectiveness and quality of the internal audit department.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$783,314	\$933,700	\$863,160	\$998,800	\$65,100	7.0%
Fringe Benefits	185,047	236,500	239,520	260,500	24,000	10.1%
Operating Costs	989,433	329,700	1,133,000	339,000	9,300	2.8%
Total Expenditures	\$1,957,793	\$1,499,900	\$2,235,680	\$1,598,300	\$98,400	6.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2024 and FY2025 salary increases.
- The **Operating Costs** increase includes additional funding for legal fees and office supplies.

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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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
Assistant Deputy County Attorney	0.0	0.0	0.0	0.8	0.8
Associate County Attorney I-II	4.0	5.0	5.0	4.2	4.2
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	12.0	12.0	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	10.5	10.5	10.5	10.5

General Government

Department: Liquor Board
Division\Program: Liquor Board
Program Administrator: Kathleen Quade, Chairperson

Fund: General

www.charlescountymd.gov/government/boards-commissions-committees-and-workgroups/board-of-license-commissioners-liquor-board

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$210,280	\$230,700	\$232,110	\$234,900	\$4,200	1.8%
Fringe Benefits	101,088	98,700	98,820	113,200	14,500	14.7%
Operating Costs	2,142	3,500	3,500	7,400	3,900	111.4%
Total Expenditures	\$313,510	\$332,900	\$334,430	\$355,500	\$22,600	6.8%
Revenues	\$205,990	\$237,600	\$237,600	\$213,600	(\$24,000)	-10.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2024 and FY2025 salary increases.
- **Operating Costs** increase includes training for ten employees for the Maryland Alcohol Licensing Association.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Assistant Deputy County Attorney	0.0	0.0	0.0	0.2	0.2
Associate County Attorney I - II	0.3	0.3	0.3	0.1	0.1
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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,051,017	\$1,231,400	\$1,233,660	\$1,372,400	\$141,000	11.5%
Fringe Benefits	265,896	317,400	318,360	367,700	50,300	15.8%
Operating Costs	209,874	467,400	439,140	291,900	(175,500)	-37.5%
Total Expenditures	\$1,526,787	\$2,016,200	\$1,991,160	\$2,032,000	\$15,800	0.8%
Revenues	\$192,149	\$197,000	\$197,000	\$197,000	\$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases and the following new positions:
 - DES HR Liaison to support the Department of Emergency Services (DES). Currently, the volume of recruitment and employee relations issues in the DES department has outgrown capacity. The addition of this position would alleviate this workload and enable other H.R personnel to focus their time and efforts on special projects and departments.
 - Assistant to the Director to support the H.R. Director with administrative tasks.
- The **Operating Costs** budget was adjusted due to one time FY2024 funding for a classification and compensation study, for furniture and for a DEI consultant. This is offsetting the increases for employee education, dues and subscription, and other accounts based on current trends. The dues and subscription increase covers the County's participation in the Family and Medical Leave Insurance program.
- **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 and wellness; all health and welfare benefits; deferred compensation; and retirement.

Positions:

Title	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	1.0	1.0	1.0	1.0	1.0
HR/DEI Coordinator	0.0	1.0	1.0	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	1.0	1.0	1.0
Human Resources Specialist	1.0	1.0	1.0	1.0	1.0
Benefits Specialist	0.0	1.0	1.0	1.0	1.0
Assistant to the Director	0.0	0.0	0.0	0.0	1.0
DES HR Liaison	0.0	0.0	0.0	0.0	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	10.4	12.4	13.4	13.4	15.4
Allocated to Enterprise Funds	0.0	0.0	(1.0)	(1.0)	(1.0)
Net Cost to the General Fund	10.4	12.4	12.4	12.4	14.4
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.

General Government

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Retiree Health Benefits	\$4,276,562	\$4,932,200	\$4,932,200	\$5,375,000	\$442,800	9.0%
Operating Costs	15,000	25,000	25,000	25,000	0	0.0%
Total Expenditures	\$4,291,562	\$4,957,200	\$4,957,200	\$5,400,000	\$442,800	8.9%

Changes and Useful Information:

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

Description:

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

Department: Volunteer Fire Protection & Emergency Medical Services 01.10
Division\Program: Charles Co. Volunteer Fireman's Association (CCVFA) & Fund: General
 Charles Co. Assoc. of Emergency Medical Svcs. (CCAEMS)
Program Administrator: Rick Bowie, CCVFA President / Lisa Yates, CCAEMS President

<https://www.charlescountymd.gov/services/emergency-services/volunteer-fire-and-ems>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	\$22,208	\$27,000	\$27,000	\$31,000	\$4,000	14.8%
Total Baseline	\$22,208	\$27,000	\$27,000	\$31,000	\$4,000	14.8%

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.

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/55/242>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$604,527	\$714,100	\$706,840	\$795,500	\$81,400	11.4%
Fringe Benefits	125,946	167,200	167,710	181,500	14,300	8.6%
Operating Costs	1,343,487	1,505,700	1,606,420	1,753,500	247,800	16.5%
Capital Outlay	45,590	50,100	34,750	50,100	0	0.0%
Total Expenditures	\$2,119,549	\$2,437,100	\$2,515,720	\$2,780,600	\$343,500	14.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2024 and FY2025 salary increases. Also includes an adjustment to part time scale due to the minimum wage increases and funding to support the full-year impact of the FY2024 approved Building Security Officer position.
- The **Operating Costs** increases are mainly due to estimated increases for property and liability insurance. During the budget adoption process the County Commissioners added funding for additional security at county buildings to help cover the increase in number of meetings and hearings being held.
- **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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	1.0	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	1.0	2.0	2.0
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	8.8	9.8	10.8	10.8

Objectives & Measurements:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<u>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.</u>					
# of safety inspections (facility related)	3	25	33	20	20
<u>WORK RELATED INJURIES (This information includes Sheriff's workers' compensation)</u>					
# of work related injuries	270	281	227	250	250
<u>OBJECTIVE: To purchase insurance coverage at the lowest possible premiums while minimizing Charles County's liability exposure and protecting County assets/property.</u>					
<u>Average cost of insurance coverage:</u>					
per vehicle for vehicle damage	\$218	\$211	\$226	\$233	\$250
per vehicle for vehicle liability	\$174	\$156	\$150	\$201	\$225
<u>Average cost of property coverage:</u>					
per \$1M worth of County assets	\$953	\$1,111	\$1,241	\$1,591	\$1,700
# of property damage claims	4	2	2	1	1
% of claims paid to premiums	27%	4%	19%	15%	15%

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$629,895	\$353,000	\$519,730	\$421,000	\$68,000	19.3%
Fringe Benefits	26,419	16,600	18,640	28,200	11,600	69.9%
Operating Costs	1,528,879	2,329,700	2,160,930	2,870,000	540,300	23.2%
Capital Outlay	489,468	0	0	0	0	N/A
Total Expenditures	\$2,674,662	\$2,699,300	\$2,699,300	\$3,319,200	\$619,900	23.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes an increase for judges and election board staff. This includes funding to support additional pay for returning judges per State law.
- **Operating Costs** includes support for a new Program Assistant which will assist the Director in conducting all aspects of the office and electoral processes. This position will alleviate Board Members from assisting the Director with tasks outside of the scope of their mandate. Additionally, an increase of printing, postage, and rent is included.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
*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 I - II	5.0	5.0	5.0	5.0	6.0
Part-time positions	1.5	1.5	1.5	1.5	1.5
Total Full Time Equivalent	10.7	10.7	10.7	10.7	11.7

*State Employees who are reimbursed by the County.

Objectives & Measurements:

	Gubernatorial 18 General Election	Presidential 20 Primary*	Presidential 20 General Election	Gubernatorial 22 Primary*	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$39,252	\$39,500	\$39,500	\$39,500	\$0	0.0%
Fringe Benefits	17,915	18,200	18,200	14,100	(4,100)	-22.5%
Operating Costs	8,497	8,000	10,500	16,900	8,900	111.3%
Total Expenditures	\$65,664	\$65,700	\$68,200	\$70,500	\$4,800	7.3%

Changes and Useful Information:

- Increase in **Operating Costs** includes an adjustment in postage based on historical spending. Also, in accordance with the directive from Maryland Supreme Court which states that all Orphans Court Judges are required to attend continuing education sessions employee education was increased to allow the probate judges to attend the annual Probate Association Conference.
- In accordance with the directive from the Maryland Supreme Court Judge, the Department of Fiscal and Administrative Services, Information Technology's budget includes funding to provide the Orphan's Court with laptops.

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:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<i>Objective: The Orphan's Court is responsible for the timely and economical decisions in accordance with the Annotated Code of Maryland Estates and Trusts.</i>					
# of Hearings	65	101	172	175	185
# of petitions granted	883	1,214	1,484	1,253	1,300

General Government

Department: Other Criminal Justice

Division/Program: Other Criminal Justice

Fund: General

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$22,925	\$24,800	\$24,800	\$40,700	\$15,900	64.1%
Fringe Benefits	1,796	2,000	2,000	3,300	1,300	65.0%
Operating Costs	20,258	355,400	628,400	395,300	39,900	11.2%
Total Expenditures	\$44,979	\$382,200	\$655,200	\$439,300	\$57,100	14.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** is in support of the Police Accountability Board and increase provides for greater stipends for members.
- **Operating Costs** were adjusted to provide funding for the trial boards and legal fees.

Description:

Funding to support the Police Accountability Board in the amount of \$83,900. 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.

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

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,104,007	\$1,442,800	\$1,392,560	\$1,547,000	\$104,200	7.2%
Fringe Benefits	272,805	358,400	358,650	410,000	51,600	14.4%
Operating Costs	356,793	494,900	481,150	554,300	59,400	12.0%
Transfers Out	111,565	160,200	163,900	160,200	0	0.0%
Capital Outlay	56,601	163,500	227,000	6,000	(157,500)	-96.3%
Total Expenditures	\$1,901,771	\$2,619,800	\$2,623,260	\$2,677,500	\$57,700	2.2%
Revenues	\$237,208	\$318,900	\$318,900	\$311,400	(\$7,500)	-2.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also included is funding for a Special Projects Manager to perform tasks essential to planning, organizing, integrating, coordinating, and managing all aspects of the court's special project development and implementation.
- The **Operating Costs** increase provides for increased maintenance cost for CourtSmart, Maryland Sound and Image systems, and Infax docket boards. Also includes funds for the new position, digital evidence courtroom display monitors, and training needs.
- **Transfers Out** is for the County's local match on the Child Support Grant and local support of the Law Library Program.
- **Capital Outlay** funding is for furniture to support the new position.
- **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 its 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: \$36,200 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:	FY21	FY22	FY23	FY24	FY25
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.	1.0	1.0	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.	1.0	1.0	1.0	1.0	1.0
Caseflow Program Manager	0.0	1.0	1.0	1.0	1.0
Juvenile & Family Law Case Manager	1.0	2.0	2.0	2.0	2.0
Guardianship Monitor	1.0	1.0	1.0	1.0	1.0
Drug Court Case Manager	1.0	2.0	2.0	2.0	2.0
Special Projects Manager	0.0	0.0	0.0	0.0	1.0
Child Support Case Manager	1.0	2.0	2.0	2.0	2.0
Assistant Assignment Commissioner	1.0	1.0	1.0	1.0	1.0
Assignment Clerk (I -II)	2.0	2.0	3.0	3.0	3.0
Courtroom Clerk	1.0	0.0	0.0	0.0	0.0
Family Law Administrative Specialist	1.0	0.0	0.0	0.0	0.0
Part-Time positions	0.2	1.7	1.7	1.7	1.7
Total Full Time Equivalent	28.2	31.7	32.7	32.7	33.7
Allocated to Grants	(10.0)	(11.0)	(11.0)	(11.0)	(11.0)
Net Cost to General Fund	18.2	20.7	21.7	21.7	22.7

Objectives & Measurements:	FY21	FY22	FY23	FY24	FY25
	Actual	Actual	Actual	Projected	Estimated
<i>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.</i>					
# of Scheduled Hearings	10,886	12,507	12,273	12,483	12,733
Case Type - % Concluded within # of days					
General Civil - 98% within 548 days	90.8%	83.7%	88.4%	92.0%	93.0%
Foreclosure Cases - 98% within 730 days	88.4%	56.4%	78.5%	93.0%	94.0%
Criminal Cases - 98% within 180 days	83.6%	61.3%	86.7%	87.0%	90.0%
Family Law - 98% within 365 days	78.4%	87.3%	91.5%	93.0%	95.0%
Family Law (Limited Divorce)					
98% within 730 days	100.0%	90.6%	100.0%	**	**
Juvenile - 98% within 90 days*	59.5%	98.6%	95.9%	93.0%	96.0%
Child in Need of Assistance (CINA)					
Non-Shelter - 100% within 60 days*	100.0%	100.0%	66.7%	100.0%	100.0%
CINA Shelter - 100% within 30 days	100.0%	100.0%	100.0%	86.0%	100.0%
Termination of Parental Rights					
100% within 180 days	100.0%	100.0%	100.0%	100.0%	95.0%

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

General Government

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Proposed	\$ Change from FY2024	% Chg.
Personal Services	\$4,680,343	\$5,224,900	\$5,182,980	\$5,991,400	\$766,500	14.7%
Fringe Benefits	1,132,466	1,397,000	1,397,920	1,566,100	169,100	12.1%
Operating Costs	979,772	290,300	345,930	342,400	52,100	17.9%
Total Expenditures	\$6,792,582	\$6,912,200	\$6,926,830	\$7,899,900	\$987,700	14.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also includes funding for a new Investigator, two support staff and three positions for the Body Worn Camera program.
- **Operating Costs** increase includes funding in support of the new positions and software maintenance for the body-worn camera digital evidence program.

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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	23.0	24.0	24.0	24.0	24.0
Support Staff*	34.4	38.4	38.4	38.4	44.4
Total Full Time Equivalent	59.4	64.4	64.4	64.4	70.4
FAS IT Support	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Special Revenue Support	(1.0)	0.0	0.0	0.0	0.0
Net Cost to the General Fund	58.4	63.4	63.4	63.4	69.4

**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

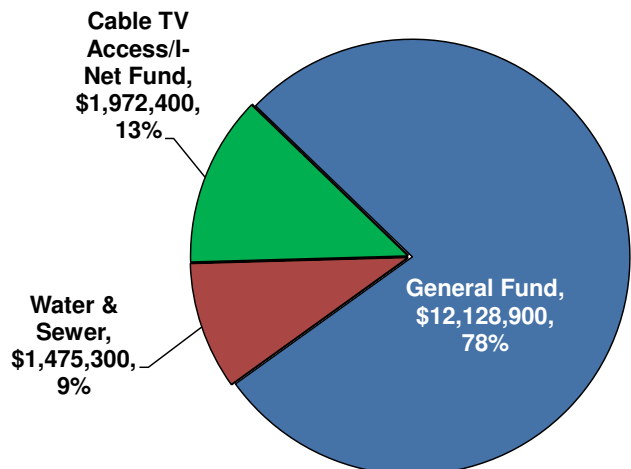
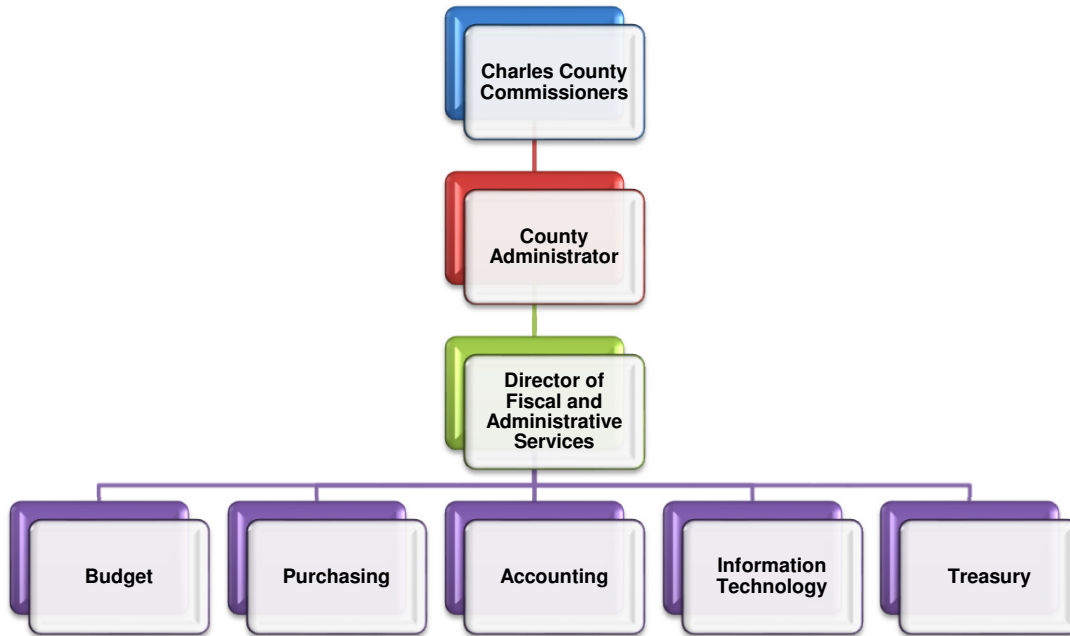
301-645-0570 301-870-2542

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$4,163,766	\$4,762,100	\$4,644,480	\$5,216,300	\$454,200	9.5%
Fringe Benefits	1,428,114	1,693,400	1,697,070	1,932,800	239,400	14.1%
Operating Costs	1,543,071	4,227,900	4,600,690	4,979,800	751,900	17.8%
Capital Outlay	4,762,769	0	0	0	0	N/A
Total Expenditures	\$11,897,721	\$10,683,400	\$10,942,240	\$12,128,900	\$1,445,500	13.5%
Revenues	\$536,359	\$651,300	\$651,300	\$708,200	\$56,900	8.7%
Total Expenditures as	2.4%	2.0%	2.0%	2.2%		



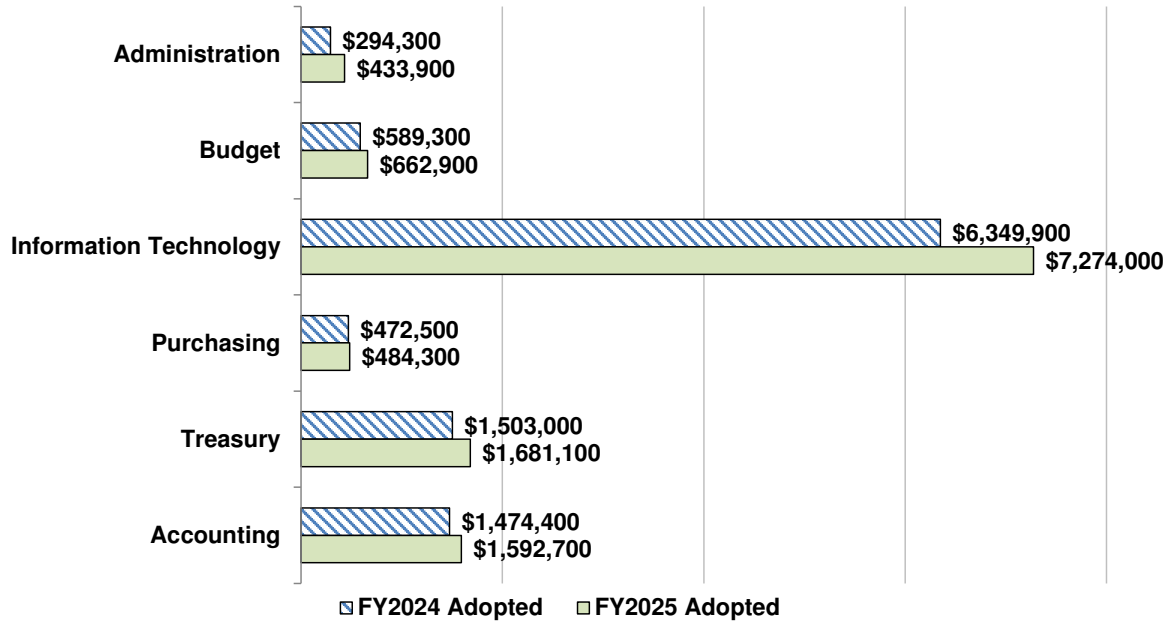
TOTAL FY2025 DEPARTMENT BUDGET \$15,576,600

(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

GENERAL FUND



Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u>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.</u>					
Accuracy Rate of Mid-Year Operating Revenue and Expense Estimates:					
General Fund Revenue	93.3%	94.5%	97.1%	95.9%	95.9%
General Fund Expense	97.7%	98.3%	98.4%	97.3%	97.3%
Water & Sewer Revenue	96.1%	96.8%	94.4%	96.1%	96.1%
Water & Sewer Expense	91.5%	88.3%	87.4%	89.9%	89.9%
Landfill Revenue	97.2%	92.3%	97.5%	91.9%	91.9%
Landfill Expense	97.3%	90.0%	98.2%	93.6%	93.6%
Cable Revenue	98.7%	98.5%	97.9%	98.6%	98.6%
Cable Expense	82.0%	83.3%	96.3%	80.4%	80.4%
Environmental Service Fund Revenue	99.5%	99.3%	93.2%	99.5%	99.5%
Environmental Service Fund Expense	95.0%	94.4%	98.6%	96.2%	96.2%
Watershed Revenue	98.8%	97.3%	97.0%	99.8%	99.8%
Watershed Expense	96.7%	92.6%	92.3%	96.8%	96.8%

FY24 Projected is based on current year end estimates

FY25 Estimated assumes we maintain our historical average ability to estimate revenues and expenditures.

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance

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	3.47	3.07	3.86	4.00	4.00
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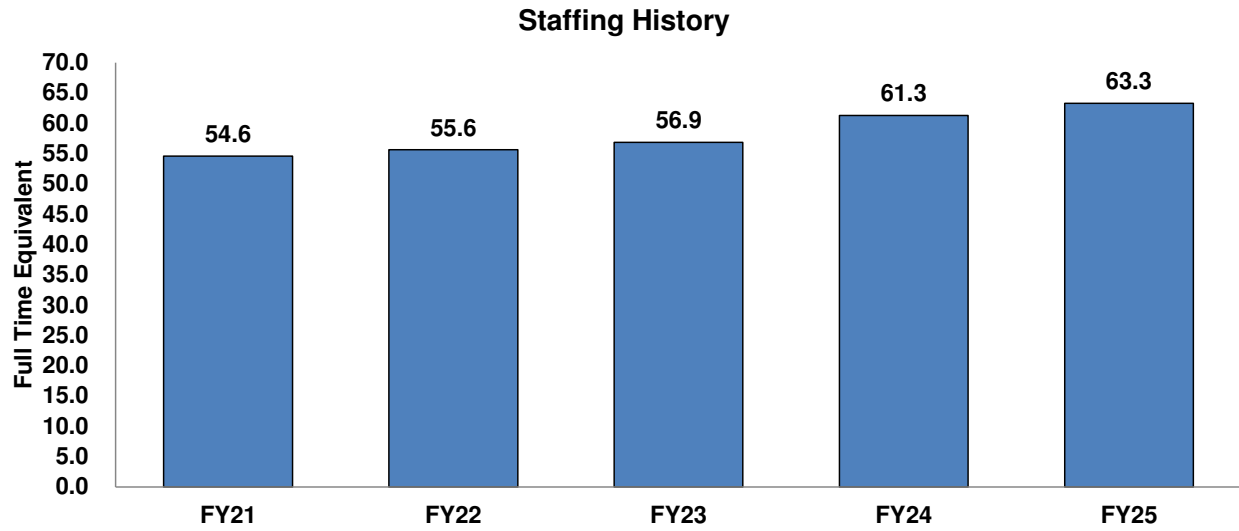
- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance

Fiscal & Administrative Services Objectives & Measurements Cont.

Objectives & Measurements:

	FY21	FY22	FY23	FY24	FY25
	Actual	Actual	Actual	Projected	Estimated
<u>Information Technology: Provide technical support and assistance with computer related requests.</u>					
Number of users supported	1,166	1,057	1,118	1,140	1,160
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Information Technology: Resolve IT help desk calls in a timely manner for users of Charles County technology tools.</u>					
Percent of help desk calls resolved within four hours	98%	98%	95%	95%	95%
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Information Technology: Operate, maintain and enhance the information technology network infrastructure.</u>					
Number of PCs/laptops/printers/IP cameras supported	1,984	2,079	2,183	2,275	2,350
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>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.</u>					
Cost avoidance - savings to the County as a result of formal solicitation (YTD)	\$16,959,096*	\$3,578,839	\$2,649,315	\$4,000,000	\$3,500,000
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
*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.					
<u>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.</u>					
Percent of ACH payments to total payments	43.0%	52.0%	44.0%	51.5%	52.0%
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Treasury: To respond to customer inquiries in a timely manner (24 hours).</u>					
Average time to respond to public inquiries (Hours)	4	4	4	4	4
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Treasury: Timely deposit of funds.</u>					
Average days to deposit receipts	1.5	2.0	2.0	2.5	2
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Treasury: To make full year tax information available to the public in a timely manner (10 days).</u>					
Number of days after SDAT notification for public availability of tax information (one-time July)	4	4	4	4	4
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					

Fiscal & Administrative Services Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Administration	2.2	2.2	2.2	2.2	3.2
Budget	4.4	4.4	4.4	4.4	5.4
Information Technology	19.0	19.5	20.5	22.9	22.9
Purchasing	4.0	4.0	4.0	4.0	4.0
Accounting	11.5	12.0	12.3	13.3	13.3
Treasury	13.5	13.5	13.5	14.5	14.5
Total Full Time Equivalent	54.6	55.6	56.9	61.3	63.3

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$206,500	\$232,100	\$178,890	\$330,300	\$98,200	42.3%
Fringe Benefits	50,814	57,600	57,850	91,000	33,400	58.0%
Operating Costs	1,563	4,600	4,600	12,600	8,000	173.9%
Total Expenditures	\$258,877	\$294,300	\$241,340	\$433,900	\$139,600	47.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 salary increases and approved FY2025 salary increases. Also includes a new Deputy Director position as the Department of Fiscal and Administrative Services is the last remaining department that does not have this position. This position will transition workload duties from the Director and/or Chiefs to allow for more department efficiencies.
- **Operating Costs** includes funds in support of the FY2025 new position.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Director of Fiscal & Administrative Services	1.0	1.0	1.0	1.0	1.0
Deputy Director	0.0	0.0	0.0	0.0	1.0
Fiscal & Administrative Coordinator	0.5	0.5	0.5	0.5	0.5
Administrative Associate	0.0	0.0	0.0	0.4	0.4
Part Time	0.7	0.7	0.7	0.3	0.3
Total Full Time Equivalent	2.2	2.2	2.2	2.2	3.2

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$383,389	\$404,100	\$296,570	\$479,200	\$75,100	18.6%
Fringe Benefits	143,561	176,100	176,530	174,600	(1,500)	-0.9%
Operating Costs	4,124	9,100	9,100	9,100	0	0.0%
Total Expenditures	\$531,074	\$589,300	\$482,200	\$662,900	\$73,600	12.5%
Revenues	\$109,802	\$124,300	\$124,300	\$143,200	\$18,900	15.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Includes funding for a Budget Analyst position that was previously funded under a special revenue fund.
- **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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	0.0	0.0
Budget Analyst I - III	2.0	3.0	4.0	5.0	5.0
Fiscal & Administrative Coordinator	0.5	0.5	0.5	0.5	0.5
Total Full Time Equivalent	5.5	6.5	7.5	7.5	7.5
Allocated to Capital Projects	(1.2)	(2.2)	(2.2)	(2.2)	(2.2)
Allocated to Special Revenue Fund	0.0	0.0	(1.0)	(1.0)	0.0
Net Cost to General Fund	4.4	4.4	4.4	4.4	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,456,240	\$1,849,500	\$1,861,370	\$1,990,500	\$141,000	7.6%
Fringe Benefits	489,275	623,100	624,050	694,800	71,700	11.5%
Operating Costs	1,275,819	3,877,300	4,250,140	4,588,700	711,400	18.3%
Capital Outlay	4,762,769	0	0	0	0	N/A
Total Expenditures	\$7,984,104	\$6,349,900	\$6,735,560	\$7,274,000	\$924,100	14.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Included is a new Operational Technology Security Analyst specializing in computers and computer software/hardware to assist with a vulnerability assessment of water and wastewater systems and development of protocols.
- 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:
 - Annual financial system software cost, Adobe, and various other software increases.
 - Expanding the use of OpenGov to include the budget department, for use with performance measurements.
 - New in FY2025 is funding to assist Recreation, Parks and Tourism with the purchase of lightning detection software and registration software, laptops for the Orphan's Court Judges and compliance management software for Economic Development.
 - During the budget adoption process the County Commissioners added funding for two new positions for Recreation, Parks and Tourism. This budget was increased to support those new positions.

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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	1.0	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	4.0	4.0	4.0	5.0	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	1.0	1.0	1.0	1.0	1.0
Cyber Security Officer	0.0	0.0	0.0	0.0	1.0
Network Specialist II	1.0	1.0	1.0	1.0	1.0
IT License & Inventory Specialist	0.0	0.0	1.0	1.0	1.0
Technical Support Specialist II	3.0	3.0	3.0	4.0	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	1.7	1.7	1.7	1.7	1.7
Total Full Time Equivalent	29.7	29.7	30.7	32.7	33.7
Allocated to Cable TV / I-Net Fund	(6.7)	(6.2)	(6.2)	(4.8)	(4.8)
Allocated to W&S Enterprise Fund	(2.0)	(2.0)	(2.0)	(2.0)	(3.0)
Allocated to Inspection Fund	(1.0)	(1.0)	(1.0)	(2.0)	(2.0)
Allocated to State's Attorney's Office	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Net Cost to General Fund	19.0	19.5	20.5	22.9	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$250,573	\$275,500	\$278,790	\$274,400	(\$1,100)	-0.4%
Fringe Benefits	167,765	188,900	189,160	201,800	12,900	6.8%
Operating Costs	4,946	8,100	8,100	8,100	0	0.0%
Total Expenditures	\$423,285	\$472,500	\$476,050	\$484,300	\$11,800	2.5%
Revenues	\$500	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases which is being offset by turnover.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Chief of Purchasing	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Purchasing	1.0	1.0	1.0	1.0	1.0
Senior Procurement Specialist	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$972,373	\$1,059,500	\$1,079,000	\$1,101,300	\$41,800	3.9%
Fringe Benefits	281,699	328,000	329,110	398,700	70,700	21.6%
Operating Costs	80,684	86,900	88,930	92,700	5,800	6.7%
Total Expenditures	\$1,334,757	\$1,474,400	\$1,497,040	\$1,592,700	\$118,300	8.0%
Revenues	\$277,069	\$361,300	\$361,300	\$369,300	\$8,000	2.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases . Included is a new Accountant position that will handle partner agency billings for Water and Sewer, routinely reconcile the Billing customer refund account and monitor credit balances for correction, as well as other duties.
- **Operating Cost** increase is for increased auditing fees and office supply costs.
- **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. P-Card transactions are downloaded and updated to the financial software where users must review items, attach supporting documentation and released back to accounting for a monthly review.

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 FY22 by the Government Finance Officers Association (GFOA) of the United States and Canada.

Positions:

	FY21	FY22	FY23	FY24	FY25
Title	FTE	FTE	FTE	FTE	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	1.0	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
Accountant	0.0	0.0	0.0	0.0	1.0
Accounting Specialist II	1.0	1.0	1.0	2.0	2.0
Accounting Specialist I	1.0	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	2.0	2.0	2.0
Water/Sewer Billing Manager	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	8.0	8.0
Part Time	0.8	1.4	0.7	0.0	0.0
Total Full Time Equivalent	20.8	22.4	22.7	24.0	25.0
Allocated to Capital Projects	0.0	(0.5)	(0.5)	(0.5)	(1.2)
Allocated to Enterprise Funds	(9.3)	(9.9)	(9.9)	(10.3)	(10.6)
Net Cost to General Fund	11.5	12.0	12.3	13.3	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$894,690	\$941,400	\$949,860	\$1,040,600	\$99,200	10.5%
Fringe Benefits	294,999	319,700	320,370	371,900	52,200	16.3%
Operating Costs	175,935	241,900	239,820	268,600	26,700	11.0%
Total Expenditures	\$1,365,624	\$1,503,000	\$1,510,050	\$1,681,100	\$178,100	11.8%
Revenues	\$148,988	\$165,700	\$165,700	\$195,700	\$30,000	18.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes FY2024 and FY2025 approved salary increases. A new tax specialist was added during FY2024. This tax specialist will support the work required to review and approve the applications for the Volunteer Emergency Responders Tax Credit.
- **Operating Costs** increase is to support the Homestead Tax Credit Program and printing supplies.
- **Revenues** remain flat compared to the FY2024 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, abatement, 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:

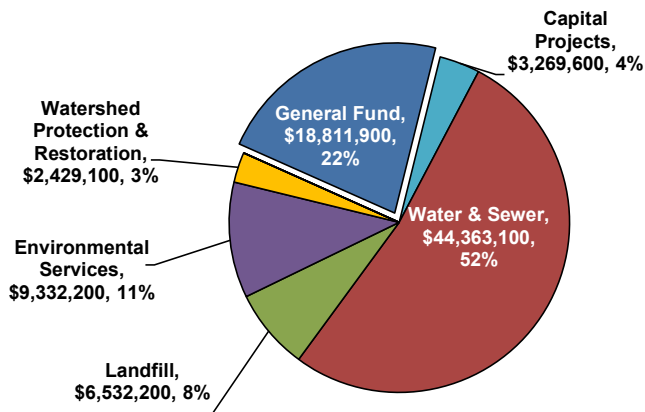
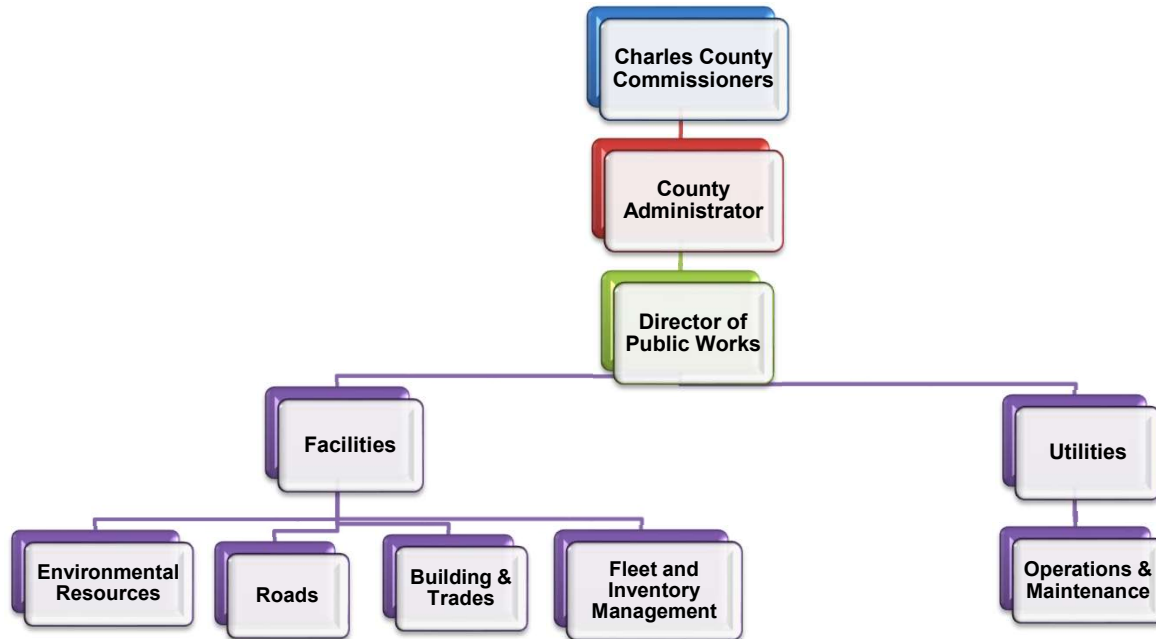
	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Treasury	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Treasury	1.0	1.0	1.0	1.0	1.0
Senior Tax Specialist	1.0	1.0	1.0	1.0	1.0
Treasury Specialist	1.0	1.0	1.0	1.0	1.0
Tax Specialist	3.0	3.0	3.0	4.0	4.0
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	14.5	14.5

Public Works Summary

Martin Harris, Director of Public Works
 Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646
 Physical Address: 10430 Audie Ln., La Plata, MD 20646
www.charlescountymd.gov/government/public-works-facilities

301-932-3440 301-870-2778
 7:30 a.m.-4:00 p.m. M-F

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$6,939,555	\$8,015,100	\$7,973,530	\$8,411,100	\$396,000	4.9%
Fringe Benefits	1,827,888	2,291,200	2,298,620	2,523,000	231,800	10.1%
Operating Costs	5,696,880	7,638,900	7,811,970	7,877,800	238,900	3.1%
Capital Outlay	32,390	0	10,000	0	0	N/A
Total Expenditures	\$14,496,713	\$17,945,200	\$18,094,120	\$18,811,900	\$866,700	4.8%
Revenues	\$631,945	\$660,500	\$660,500	\$701,900	\$41,400	6.3%
Total Expenditures as % of Budget:	2.9%	3.4%	3.4%	3.4%		



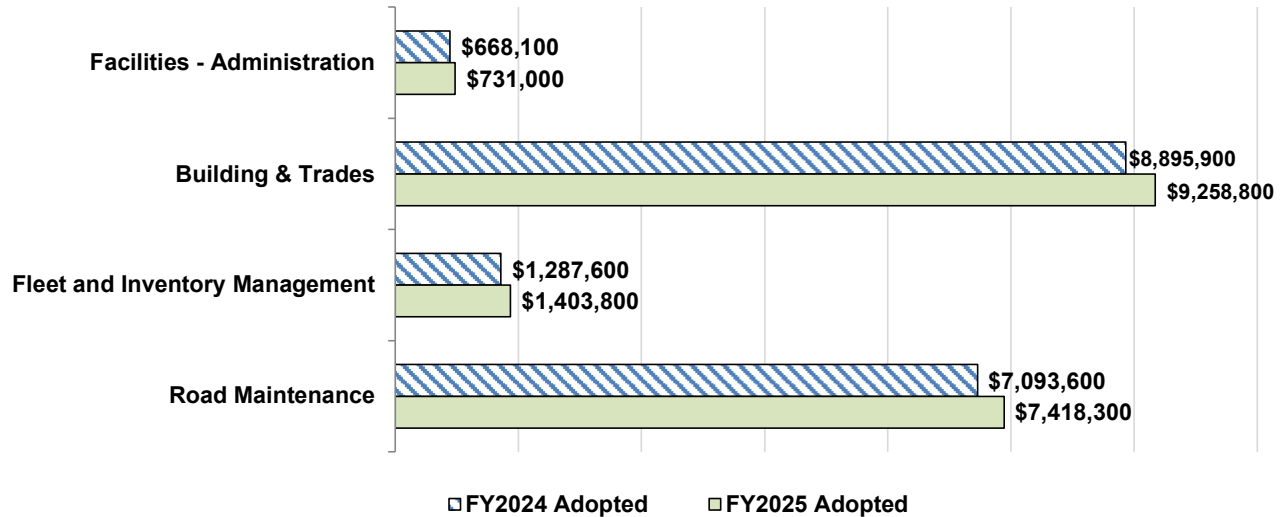
TOTAL FY2025 DEPARTMENT BUDGET \$84,738,100

(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

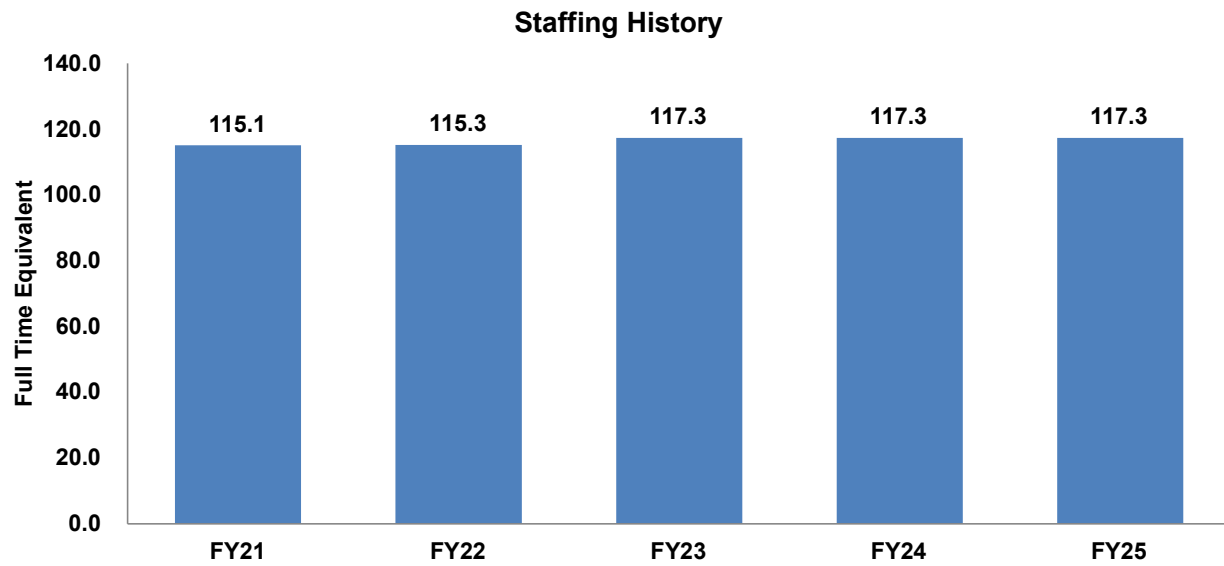
GENERAL FUND



Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u>Building & Trades: To ensure a safe, satisfactory and comfortable work environment.</u>					
Total building square footage maintained by custodians (\$/sq. ft.)					
Square Footage maintained by custodians	812,019	812,019	812,019	835,263	835,263
Cost of custodial services per sq. ft.	\$0.10	\$0.08	\$0.08	\$0.08	\$0.08
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Building & Trades: To ensure all facilities are maintained to a safe and comfortable standard.</u>					
Number of requested work orders	5,928	7,164	6,341	7,164	8,050
% Corrective	12%	2%	1%	1%	2%
% Preventive	88%	98%	99%	99%	99%
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Fleet and Inventory Management: To complete all work orders promptly to ensure minimum downtime.</u>					
Number of vehicles and equipment maintained	1,265	1,254	1,483	1,500	1,600
% Corrective	94%	93%	65%	70%	75%
% Preventive	6%	7%	35%	30%	25%
Cost per vehicle	\$185	\$177	\$183	\$300	\$350
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Roads: To assure safe & smooth surfaced roads, cost per mile depends on width of roadway.</u>					
Miles resurfaced	50	55	50	55	60
Cost per mile	\$240,000	\$250,000	\$250,000	\$260,000	\$275,000
satisfactory	98%	98%	98%	98%	98%
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resiliency & Sustainability					
<u>Roads: To repair all reported potholes within 24 hours.</u>					
Number of Pothole Reports	514	497	134	400	400
Cost per repair	\$90	\$95	\$100	\$100	\$100
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resiliency & Sustainability					
<u>Roads: To provide maximum road maintenance with minimum number of staff.</u>					
# of lane miles maintained	1,738	1,860	2,250	2,260	2,265
Cost per mile maintained	\$2,530	\$2,365	\$1,978	\$1,970	\$1,980
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					

Public Works Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Facilities - Administration	6.8	6.8	5.7	6.1	6.1
Building & Trades	59.4	59.4	60.8	60.8	60.8
Fleet and Inventory Management	8.5	8.7	10.0	10.0	10.0
Road Maintenance	40.4	40.4	40.8	40.3	40.3
Total Full Time Equivalent	115.1	115.3	117.3	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$433,041	\$504,200	\$509,230	\$530,600	\$26,400	5.2%
Fringe Benefits	125,174	149,600	150,010	171,100	21,500	14.4%
Operating Costs	4,302	14,300	14,300	29,300	15,000	104.9%
Total Expenditures	\$562,518	\$668,100	\$673,540	\$731,000	\$62,900	9.4%
Revenues	\$9,154	\$6,200	\$6,200	\$7,900	\$1,700	27.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- The **Operating Costs** increase reflects the moving of the funding for the Truck Rodeo Program from Central Services as well as providing additional funding to expand the program.
- **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 178 full-time employees and 60 part-time employees, as well as fiscal management of over \$46,000,000 in operating budgets and approximately \$75,000,000 in capital improvement projects.

Positions:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	0.0	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	1.0	1.0
Assistant to the Director	0.0	0.0	0.0	1.0	1.0
Inventory Specialist	2.0	2.0	0.0	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	0.0	0.0	0.7	0.7	0.7
Total Full Time Equivalent	11.0	11.0	8.7	10.7	10.7
Allocated to:					
Water & Sewer Enterprise Fund	(1.1)	(1.1)	(0.5)	(1.5)	(1.5)
Solid Waste Enterprise Fund	(0.9)	(0.9)	(0.9)	(1.1)	(1.1)
Environmental Service Enterprise Fund	(0.8)	(0.8)	(0.7)	(0.8)	(0.8)
Watershed Protection & Restoration Fund	(1.0)	(1.0)	(1.0)	(1.3)	(1.3)
Capital Projects	(0.5)	(0.5)	0.0	0.0	0.0
Net Cost to General Fund	6.8	6.8	5.7	6.1	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$3,465,067	\$3,881,800	\$3,872,390	\$4,026,200	\$144,400	3.7%
Fringe Benefits	863,256	1,079,300	1,081,210	1,180,500	101,200	9.4%
Operating Costs	3,566,792	3,934,800	4,104,190	4,052,100	117,300	3.0%
Capital Outlay	32,390	0	0	0	0	N/A
Total Expenditures	\$7,927,505	\$8,895,900	\$9,057,790	\$9,258,800	\$362,900	4.1%
Revenues	\$622,791	\$654,300	\$654,300	\$694,000	\$39,700	6.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. The on-call rate is being increased to better compensate individuals while on-call.
- **Operating Costs** includes continual funding Project Outsourcing and provides additional funding for general repairs and maintenance including the transfer of the maintenance of the Animal Shelter to this division from Emergency Services.
- **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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	1.0	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	1.0	1.0	1.0	1.0	1.0
Maintenance Technician III	4.0	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	4.0	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	2.0	2.0	2.0
Maintenance Technician I	3.0	3.0	3.0	3.0	3.0
Building Services Technician	20.0	20.0	21.0	21.0	21.0
Part-time Positions	6.4	6.4	5.8	5.8	5.8
Total Full Time Equivalent	62.4	62.4	63.8	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	60.8	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$716,122	\$769,700	\$773,740	\$814,500	\$44,800	5.8%
Fringe Benefits	210,686	237,300	237,680	274,300	37,000	15.6%
Operating Costs	245,614	280,600	284,800	315,000	34,400	12.3%
Capital Outlay	0	0	10,000	0	0	N/A
Total Expenditures	\$1,172,422	\$1,287,600	\$1,306,220	\$1,403,800	\$116,200	9.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. The on-call rate is being increased to better compensate individuals while on-call.
- The **Operating Costs** includes increases for vehicle repairs and maintenance, contract services based on the new computerized fleet analysis program, and employee education for CDL licenses.

Description:

Fleet and Inventory Management provides maintenance and repair of over 1,200 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 \$1.5 million and manages the systems that track and report inventory, fleet, and fuel activities.

Positions:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	1.0	1.0	1.0
Automotive Body Technician	1.0	1.0	1.0	1.0	1.0
Inventory Specialist	0.0	0.0	2.0	2.0	2.0
Vehicle and Equipment Technician	6.8	7.0	7.0	7.0	7.0
Small Engine Technician	2.0	2.0	2.0	2.0	2.0
Part Time Positions	0.7	0.7	0.0	0.0	0.0
Total Full Time Equivalent	12.5	12.7	15.0	15.0	15.0
Allocated to:					
Water & Sewer Enterprise Fund	(3.1)	(3.1)	(3.9)	(3.9)	(3.9)
Environmental Service Enterprise Fund	0.0	0.0	(0.2)	(0.2)	(0.2)
Solid Waste Enterprise Fund	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Net Cost to General Fund	8.5	8.7	10.0	10.0	10.0

Public Works

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

Fund: General

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$2,325,325	\$2,859,400	\$2,818,170	\$3,039,800	\$180,400	6.3%
Fringe Benefits	628,772	825,000	829,720	897,100	72,100	8.7%
Operating Costs	1,880,172	3,409,200	3,408,680	3,481,400	72,200	2.1%
Total Expenditures	\$4,834,268	\$7,093,600	\$7,056,570	\$7,418,300	\$324,700	4.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. The on-call rate is being increased to better compensate individuals while on-call.
- **Operating Costs** are increasing to support repairs due to aging subdivisions and other anticipated needs. During the budget adoption process the County Commissioners added funding for the installation of a sidewalk at J.P. Ryon Elementary School.

Description:

The Roads Division performs repair and maintenance for over 1,900 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:

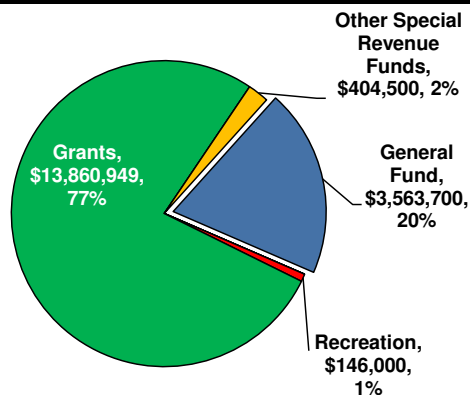
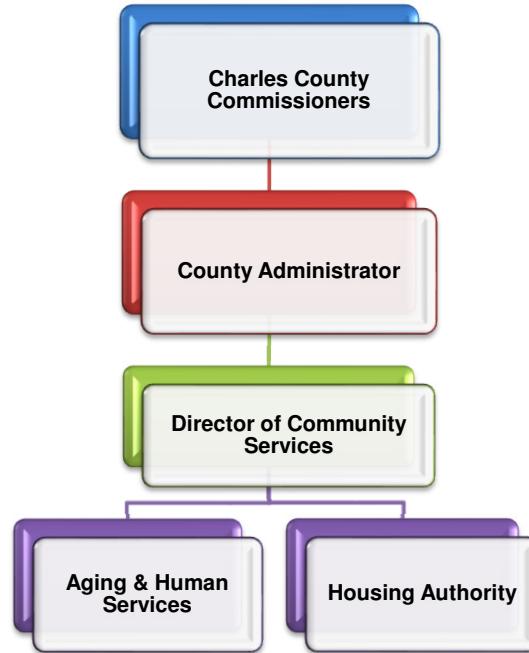
<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Chief of Roads	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Roads	0.0	0.0	0.0	0.0	1.0
Roads Superintendent	2.0	2.0	3.0	3.0	3.0
Roads Project Manager	1.0	1.0	1.0	1.0	1.0
Bridge Project Manager	1.0	1.0	1.0	1.0	1.0
Overlay 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	42.0	42.0	43.0
Allocated to:					
Watershed Protection & Restoration Fund	(0.2)	(0.2)	(0.8)	(1.3)	(2.3)
Capital Projects	(0.4)	(0.4)	(0.4)	(0.4)	(0.4)
Net Cost to General Fund	40.4	40.4	40.8	40.3	40.3

Community Services Summary

Dina Barclay, Director of Community Services
 Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
www.charlescountymd.gov/government/departments/community-services

301-934-9305 301-870-3388
 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,574,160	\$2,060,000	\$2,079,120	\$2,265,000	\$205,000	10.0%
Fringe Benefits	556,585	646,400	651,250	760,600	114,200	17.7%
Operating Costs	261,423	307,300	304,030	310,500	3,200	1.0%
Transfers Out	113,077	227,600	230,730	227,600	0	0.0%
Total Expenditures	\$2,510,622	\$3,241,300	\$3,265,130	\$3,563,700	\$322,400	9.9%
Revenues	\$0	\$2,100	\$2,100	\$2,000	(\$100)	-4.8%
Total Expenditures as % of Budget:	0.5%	0.6%	0.6%	0.6%		



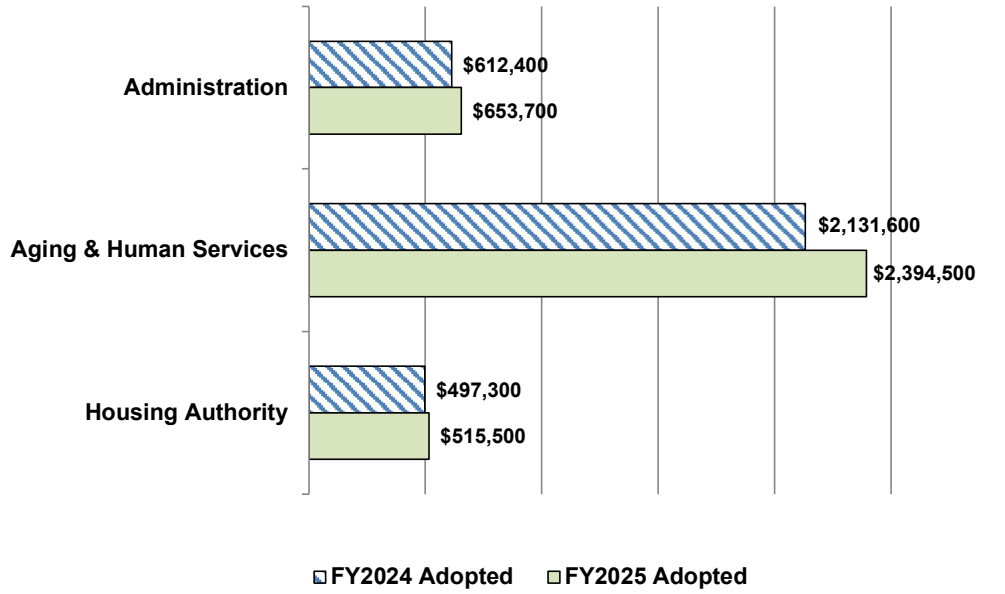
TOTAL FY2025 DEPARTMENT BUDGET \$17,975,149

(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

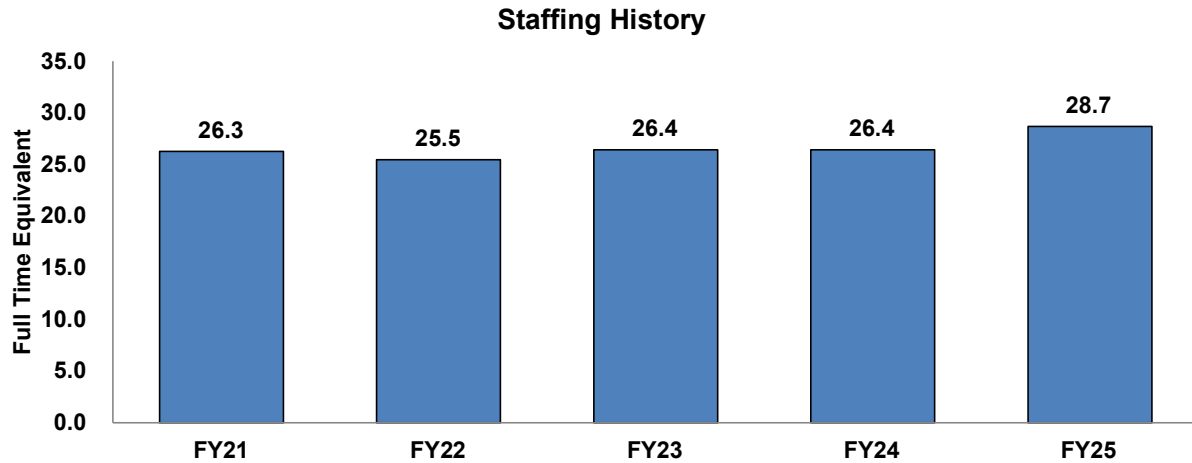
GENERAL FUND



Objectives & Measurements:	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u>Aging & Human Services: To increase participation in Aging programs.</u>					
# of persons who accessed MAP for long term care support services & benefits	3,113	3,120	3,918	3,200	4,000
# of registered seniors served (unduplicated)	4,746	4,748	5,030	4,850	5,100
# of billable units for Community Options Waiver	14,252	13,420	11,552	14,500	12,000
Total Units of Service	284,575	315,496	348,427	316,500	348,500
<u>Housing: Assist low and moderate-income families in attaining decent, safe, and sanitary housing by meeting the following Section 8 measurements:</u>					
Units of Assistance	701	695	727	735	740
# HCV recertification's completed	701	695	727	735	740
# of low income housing rental assistance provided	701	695	727	735	740
# of SLP applications approved by MDHCD	4	1	4	4	4
# of wait list applications processed	278	309	215	300	150

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 2: Quality of Life

Community Services Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Administration	2.5	2.5	3.9	3.9	4.1
Aging & Human Services*	21.3	20.5	20.1	20.1	22.1
Housing Authority	2.5	2.5	2.4	2.4	2.4
Total Full Time Equivalent	26.3	25.5	26.4	26.4	28.7

** 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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$246,927	\$367,600	\$374,240	\$397,000	\$29,400	8.0%
Fringe Benefits	52,573	86,400	86,670	98,300	11,900	13.8%
Operating Costs	135,007	137,900	137,900	137,900	0	0.0%
Transfers Out	4,214	20,500	20,500	20,500	0	0.0%
Total Expenditures	\$438,722	\$612,400	\$619,310	\$653,700	\$41,300	6.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also funding for a Local Care Team Coordinator position which will be 75% funded by a grant. This position will primarily serve on the Local Care Team but will also assist with coordinating community programming for youth.
- **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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Director of Community Services	0.9	0.9	0.9	0.9	0.9
Deputy Director of Community Services	0.0	0.0	1.0	1.0	1.0
Local Care Team Coordinator	0.0	0.0	0.0	0.0	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	4.2	4.2	5.2
Allocated to CCACCYF	(0.4)	(0.4)	0.0	0.0	(0.8)
Allocated to Housing Assistance Fund	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Net Cost to General Fund	2.5	2.5	3.9	3.9	4.1

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,188,362	\$1,486,100	\$1,495,310	\$1,651,000	\$164,900	11.1%
Fringe Benefits	447,300	492,400	493,140	586,400	94,000	19.1%
Operating Costs	112,010	153,100	149,970	157,100	4,000	2.6%
Transfers Out	0	0	3,130	0	0	N/A
Capital Outlay	5,378	0	0	0	0	N/A
Total Expenditures	\$1,753,050	\$2,131,600	\$2,141,550	\$2,394,500	\$262,900	12.3%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Funding also includes two new positions:
 - Senior Center Program Specialist to address the significant increase in seniors attending the Senior Center Facilities as well as the increased volume and variety of programs being offered.
 - A full-time Senior Nutrition Program Specialist to address the increase in the number of meals being served at the senior centers as well as the increased responsibility of the home-delivered meals program.
- **Operating Costs** increase includes adjustment mainly for electricity.

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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	1.0	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
Senior Nutrition Program Specialist	0.0	0.0	0.0	0.0	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	1.0	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
Senior Center Program Specialist	0.0	0.0	0.0	0.0	1.0
Community Services Specialist	0.2	0.2	0.2	0.2	0.2
Long Term Care Coordinator	1.0	1.0	0.0	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	37.1	37.1	39.1
Allocated to Recreation Fund	(3.5)	(3.5)	(3.5)	(3.5)	(3.5)
Allocated to Grants	(11.7)	(12.5)	(13.5)	(13.5)	(13.5)
Net Cost to General Fund	21.3	20.5	20.1	20.1	22.1

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$138,871	\$206,300	\$209,570	\$217,000	\$10,700	5.2%
Fringe Benefits	56,712	67,600	71,440	75,900	8,300	12.3%
Operating Costs	14,406	16,300	16,160	15,500	(800)	-4.9%
Transfers Out	108,862	207,100	207,100	207,100	0	0.0%
Total Expenditures	\$318,850	\$497,300	\$504,270	\$515,500	\$18,200	3.7%
Revenues	\$0	\$2,100	\$2,100	\$2,000	(\$100)	-4.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Costs** decrease is based on FY2025 needs.
- The **Transfer Out** budget represents the County's subsidy for the Housing and Urban Development (HUD) Housing Choice Voucher (HCV) Program for FY2025.
- **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 include:

- 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:

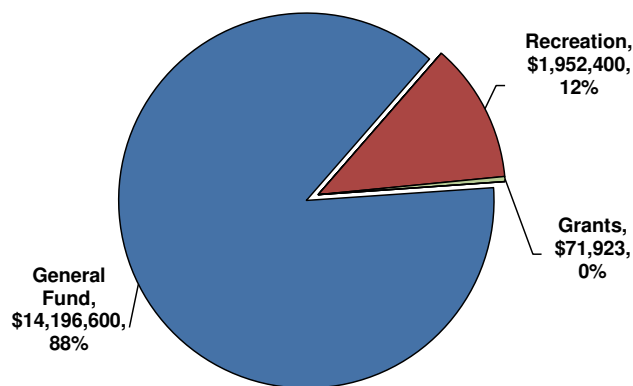
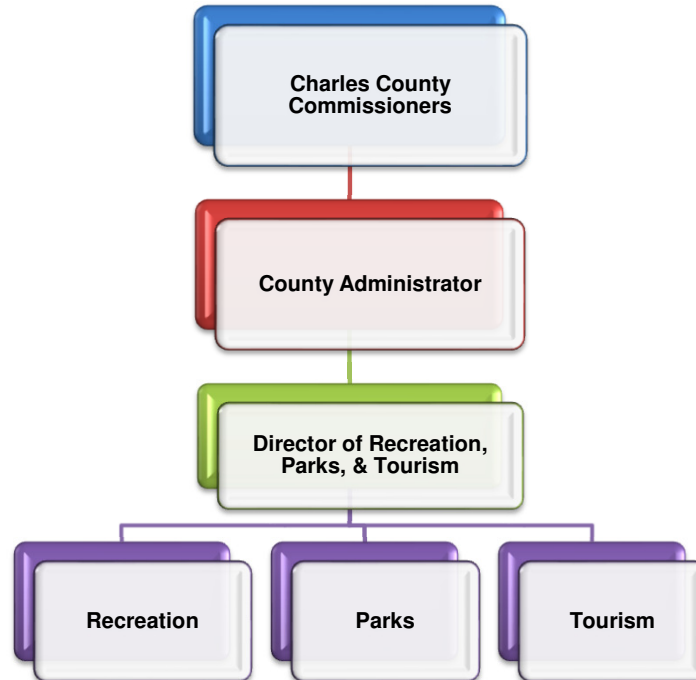
	FY21	FY22	FY23	FY24	FY25
Title	FTE	FTE	FTE	FTE	FTE
Chief of Housing Authority	1.0	1.0	1.0	1.0	1.0
Community Development Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Program Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspector Supervisor	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	0.6	0.6	1.0	1.0	1.0
Portability 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	13.0	13.0	13.0
Allocated to Housing Assistance Fund	(9.9)	(9.9)	(10.4)	(10.4)	(10.4)
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	2.4	2.4	2.4

Recreation, Parks, & Tourism Summary

Kelli Beavers, Director of Recreation, Parks, & Tourism
 Physical Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
www.charlescountyparks.com/home-recparks

301-932-3470
 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$6,419,372	\$7,980,200	\$7,743,280	\$8,888,100	\$907,900	11.4%
Fringe Benefits	1,472,632	1,885,700	1,904,100	2,182,600	296,900	15.7%
Operating Costs	2,090,533	2,631,300	2,635,100	2,725,500	94,200	3.6%
Agency Funding	5,415	0	0	0	0	N/A
Transfers Out	211,474	150,000	150,000	150,000	0	0.0%
Capital Outlay	178,599	136,500	165,810	250,400	113,900	83.4%
Total Expenditures	\$10,378,026	\$12,783,700	\$12,598,290	\$14,196,600	\$1,412,900	11.1%
Revenues	\$1,163,949	\$1,040,200	\$1,170,600	\$1,163,400	\$123,200	11.8%



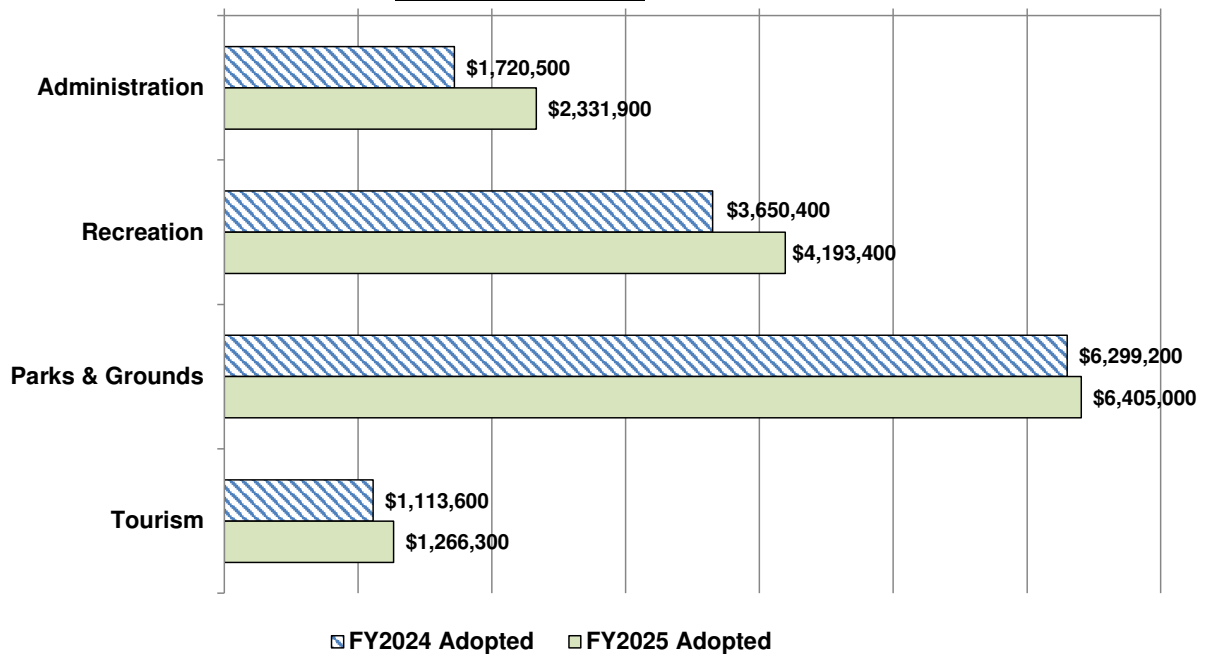
TOTAL FY2025 DEPARTMENT BUDGET \$16,220,923

(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

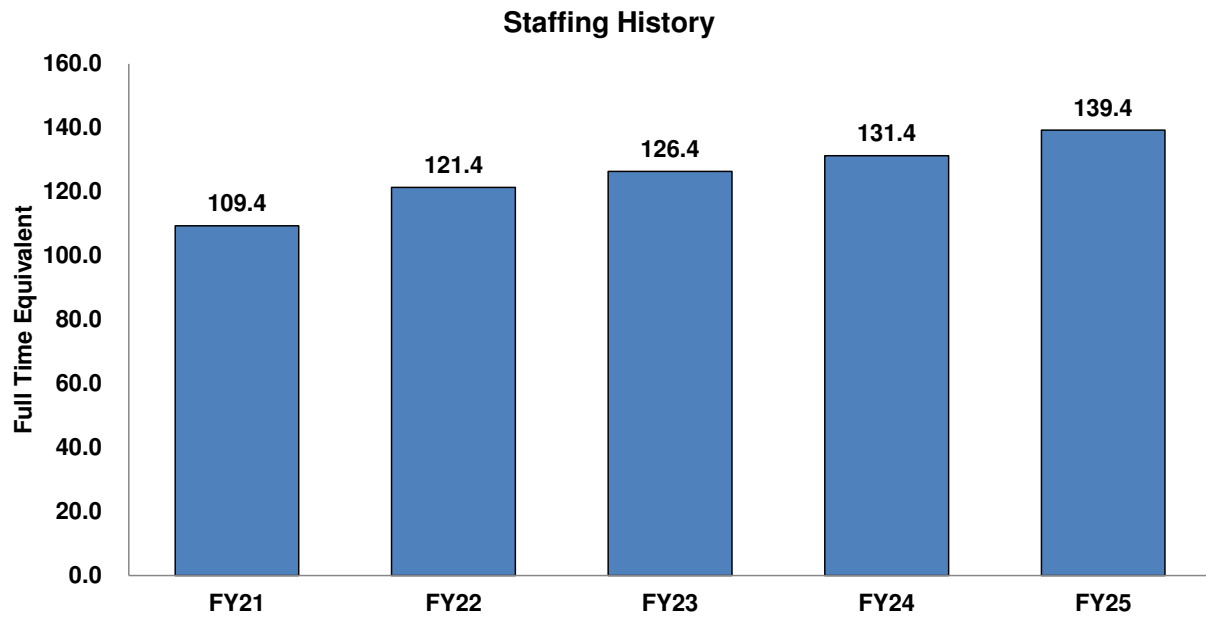
GENERAL FUND



Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u>Parks: To effectively meet the outdoor recreation / active sports needs of county residents.</u>					
Number of Participants (\$/participant)	7,728	15,600	15,800	17,600	17,000
Average Games per Athletic Field	48	75	82	84	84
• Achieves Commissioners 2023-2026 Goals and Objectives: Quality of Life					
<u>Parks: To provide a high level of grounds maintenance to all government buildings to ensure a safe and aesthetically pleasing product.</u>					
Building site acres maintained	910	915	975	975	975
(\$/acre)	\$170/acre	\$180/acre	190	\$190/acre	190
Number of (acres or sq ft) of field maintained	210	210	239	239	239
(\$/acre)	\$635/acre	\$725/acre	725/acre	\$745/acre	745/acre
Total Acres of Parkland Maintained	4,195	4,212	4,212	4,212	4,212
• Achieves Commissioners 2023-2026 Goals and Objectives: Quality of Life					
<u>Recreation: Implementation of well rounded recreational programs for all ages. Monitor and adjust programs as needed to suit the needs of the Community.</u>					
Total # of Recreation activity registrations	9,750	18,166	23,215	20,000	25,000
% of online vs. traditional registrations	87%	55%	62%	70%	80%
Number of Activities Run	428	1786	1922	2,000	2,230
Number of Memberships Created (RecPass/Punchcards)	922	2602	3792	3,000	3,550
* 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 2023-2026 Goals and Objectives: Goal 5: Quality of Life					
<u>Tourism: To develop and promote the visitor and travel industry. Promoting programs, events and venues to increase leisure and business visitation.</u>					
Hotel / Motel Tax	\$1,067,554	\$1,193,975	\$1,316,209	\$1,330,000	\$1,320,000
Amusement / Admission Tax	\$306,356	\$678,153	\$816,449	\$773,000	\$810,000
• Achieves Commissioners 2023-2026 Goals and Objectives: Quality of Life					

Recreation, Parks, & Tourism Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Administration	6.5	8.5	12.5	15.5	19.5
Recreation	37.0	46.0	46.0	47.7	49.7
Parks & Grounds	58.4	59.4	59.4	59.7	60.7
Tourism	7.5	7.5	8.5	8.5	9.5
Total Full Time Equivalent	109.4	121.4	126.4	131.4	139.4

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$796,645	\$1,283,700	\$1,141,620	\$1,517,000	\$233,300	18.2%
Fringe Benefits	212,389	359,800	360,790	441,000	81,200	22.6%
Operating Costs	71,563	77,000	74,070	223,900	146,900	190.8%
Capital Outlay	0	0	0	150,000	150,000	New
Total Expenditures	\$1,080,596	\$1,720,500	\$1,576,480	\$2,331,900	\$611,400	35.5%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also includes:
 - A RPT Project Superintendent to manage backlogged, current and future capital projects.
 - A Planner III position to provide parks and recreation short-term and long-term strategic planning for the county.
 - Administrative Associate new position to support the Recreation Division. This will allow the Chief to focus on his core functions and responsibilities and provide a more effective use of his time
 - A Registration Specialist to assist with providing service to the community at the new building.
- **Operating Costs** increase includes support of the new positions as well as funding for a Ruth B. Swann Park Master Plan and an ADA Accessibility Study.
- **Capital Outlay** represents one time funding for office furniture for the new RPT building in La Plata.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	1.0	1.0	1.0
Administrative Operations Manager	0.0	0.0	1.0	1.0	1.0
Assistant to the Director	1.0	1.0	0.0	0.0	0.0
RPT Construction Supervision	0.0	0.0	1.0	1.0	1.0
RPT Project Superintendent	0.0	0.0	1.0	1.0	2.0
Financial Operations Manager	1.0	1.0	1.0	1.0	1.0
Planning & Development Supervisor	0.0	0.0	0.0	1.0	1.0
Planner III	0.0	0.0	0.0	0.0	1.0
Financial Support Administrator	1.0	0.0	1.0	1.0	1.0
Media & Communications Project Manager	1.0	1.0	1.0	1.0	1.0
Administrative Operations Coordinator	0.0	0.0	0.0	1.0	1.0
Registration Supervisor	0.0	0.0	1.0	1.0	1.0
Financial Specialist	0.0	0.0	1.0	1.0	1.0
Registration Coordinator	0.0	2.0	0.0	0.0	0.0
Registration Specialist	0.0	1.0	1.0	1.0	2.0
Recreation, Parks & Tourism Specialist	0.0	0.0	1.0	1.0	1.0
Administrative Associate	1.0	1.0	0.0	1.0	2.0
Office Associate I	0.5	0.5	0.5	0.5	0.5
Total Full Time Equivalent	6.5	8.5	12.5	15.5	19.5

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism

Division\Program: Recreation

Fund: General

Program Administrator: Ju'Wann Jones, Chief of Recreation www.charlescountyparks.com/recreation/recreation-facilities

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$2,079,076	\$2,564,000	\$2,445,600	\$2,873,300	\$309,300	12.1%
Fringe Benefits	397,989	526,800	528,110	620,600	93,800	17.8%
Operating Costs	218,609	364,600	365,780	524,500	159,900	43.9%
Transfers Out	211,474	150,000	150,000	150,000	0	0.0%
Capital Outlay	140,694	45,000	74,310	25,000	(20,000)	-44.4%
Total Expenditures	\$3,047,842	\$3,650,400	\$3,563,800	\$4,193,400	\$543,000	14.9%
Revenues	\$205,757	\$215,000	\$215,000	\$215,000	\$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Includes funding for an Aquatics and Safety Compliance Coordinator position that will serve as part of the safety and risk management team and work closely with the managers to ensure that the departments emergency action plans are effective and up-to-date. During the budget adoption process, the County Commissioners added funding for a new Recreation Services Administrator to support with the ever-growing programs and services.
- **Operating Costs** includes funding for a youth development teen program, funding to support the new position and the impact of supporting the mobile recreation vehicle. Also includes funding for patio furniture replacement at the pools.
- **Transfers Out** is to support the Recreation Enterprise Fund and the RecAssist Program.
- **Capital Outlay** is to replace vault table and gymnastics mats.
- **Revenues** are related to aquatic fees and represent anticipated activity for FY2025.

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:

	FY21	FY22	FY23	FY24	FY25
Title	FTE	FTE	FTE	FTE	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	2.0
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
Aquatics & Safety Compliance Coordinator	0.0	0.0	0.0	0.0	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	1.0	0.0	0.0	0.0
Registration Coordinator	2.0	0.0	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	5.0	5.0	5.0	5.0
Therapeutic Recreation Specialist	0.0	0.0	1.0	1.0	1.0
Registration Specialist	1.0	0.0	0.0	0.0	0.0
Recreation & Leisure Program Specialist	1.0	0.0	0.0	0.0	0.0
Part Time Positions	47.3	47.3	47.3	47.7	47.7
Total Full Time Equivalent	71.3	69.3	69.3	69.7	71.7
Allocated to Recreation Fund	(34.2)	(23.2)	(23.2)	(22.0)	(22.0)
Net Cost to General Fund	37.0	46.0	46.0	47.7	49.7

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$3,208,913	\$3,640,900	\$3,663,110	\$3,910,500	\$269,600	7.4%
Fringe Benefits	801,773	901,800	910,820	1,009,200	107,400	11.9%
Operating Costs	1,384,506	1,665,000	1,671,050	1,409,900	(255,100)	-15.3%
Capital Outlay	37,906	91,500	91,500	75,400	(16,100)	-17.6%
Total Expenditures	\$5,433,098	\$6,299,200	\$6,336,480	\$6,405,000	\$105,800	1.7%
Revenues	\$958,192	\$825,200	\$955,600	\$948,400	\$123,200	14.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also includes adjustments to the part time scale minimum wage increases and funding for an Assistant Chief of Parks & Grounds to handle the increased workload within the division.
- **Operating Costs** includes funding in support of the new position which is being offset due to one-time funds provided in FY2024 as well as the reallocation of some cost to the Recreation Division.
- **Capital Outlay** includes replacements of various items at the parks.
- 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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Chief of Parks & Grounds	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Parks & Grounds	0.0	0.0	0.0	0.0	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	0.0	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	1.0	1.0	1.0
Golf Course Assistant Manager	1.0	1.0	1.0	1.0	1.0
Assistant Park Manager	6.0	8.0	8.0	8.0	8.0
Parks and Grounds Team Leader	0.0	0.0	3.0	3.0	3.0
Parks Equipment Operator	5.0	5.0	2.0	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	1.0	1.0	1.0
Grounds Maintenance Technician	6.0	5.0	4.0	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	24.7	24.7
Total Full Time Equivalent	58.4	59.4	59.4	59.7	60.7

Recreation, Parks, & Tourism

Department:		Recreation, Parks, & Tourism				Fund: General
Division\Program:		Tourism				
Program Administrator:		Ashley Chenault, Chief of Tourism www.charlescountymd.gov/our-county/tourism				
Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$334,738	\$491,600	\$492,950	\$587,300	\$95,700	19.5%
Fringe Benefits	60,480	97,300	104,380	111,800	14,500	14.9%
Operating Costs	415,855	524,700	524,200	567,200	42,500	8.1%
Total Expenditures	\$816,489	\$1,113,600	\$1,121,530	\$1,266,300	\$152,700	13.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also includes adjustments to the part time scale for scheduled minimum wage increases. During the budget adoption process the County Commissioners added a Tourism Event Specialist position to assist the Event Coordinator with the planning and execution of large scale events and festivals.
- The **Operating Costs** increase includes an increase in advertising which will asset the county in leveraging more grant funds.

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. Through these initiatives, we liaise between private and public agencies for the economic benefit of the tourism and travel industry.

Positions:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	1.0	1.0	1.0
Tourism Event Specialist	0.0	0.0	0.0	0.0	1.0
Tourism Outreach 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	8.5	8.5	9.5

Planning & Growth Management Summary

Jason Groth, Acting Director of Planning and Growth Management

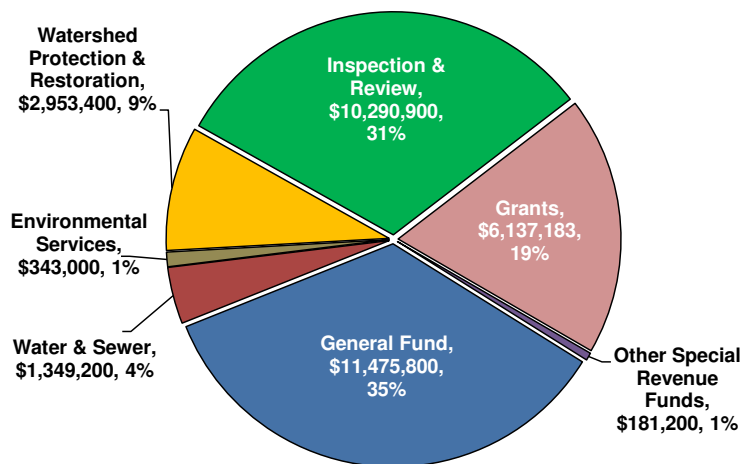
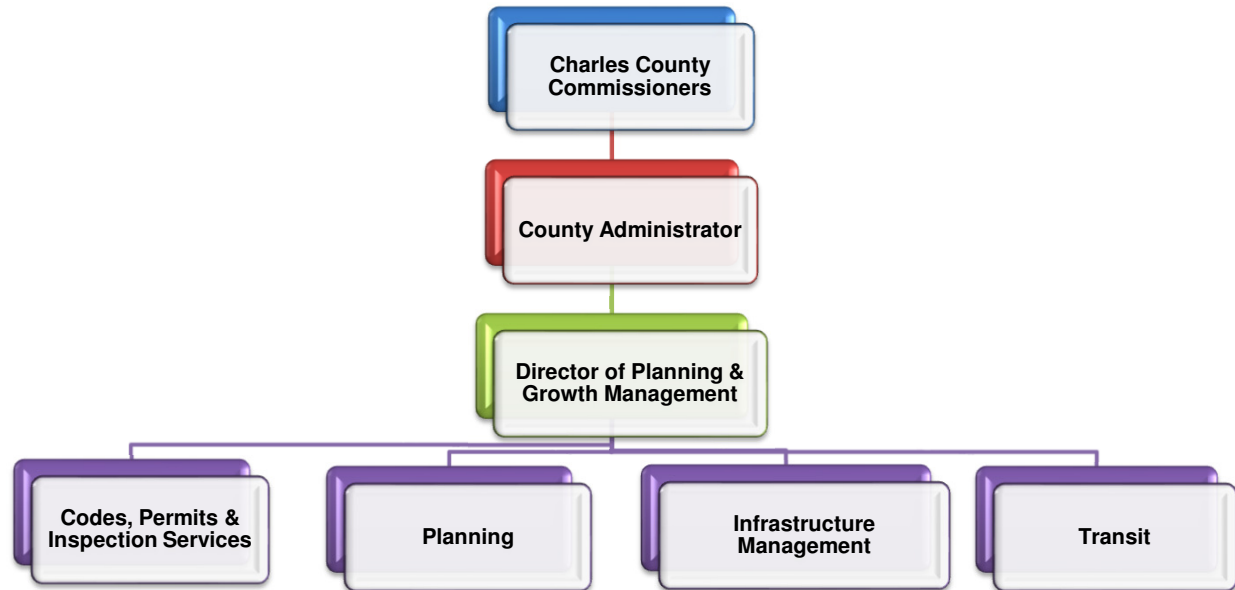
301-645-0627 301-870-3935

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$3,087,013	\$3,504,900	\$3,232,030	\$3,678,900	\$174,000	5.0%
Fringe Benefits	768,898	971,200	974,580	1,036,800	65,600	6.8%
Operating Costs	136,299	358,400	369,940	451,800	93,400	26.1%
Transfers Out	4,067,070	5,071,500	6,156,860	6,308,300	1,236,800	24.4%
Total Expenditures	\$8,059,280	\$9,906,000	\$10,733,410	\$11,475,800	\$1,569,800	15.8%
Revenues	\$927,334	\$686,500	\$686,500	\$956,900	\$270,400	39.4%



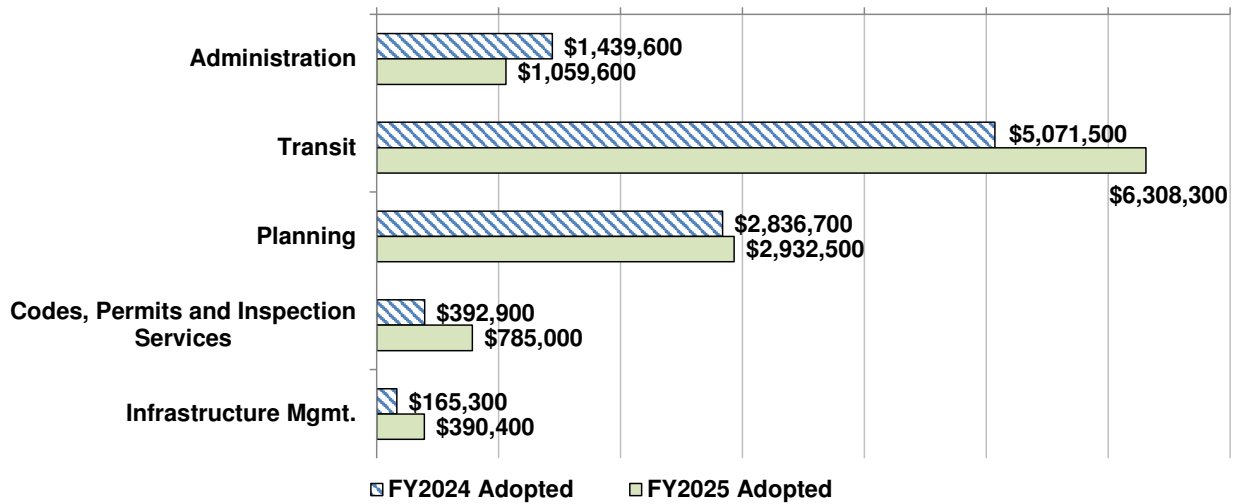
TOTAL FY2025 DEPARTMENT BUDGET \$32,730,683

(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

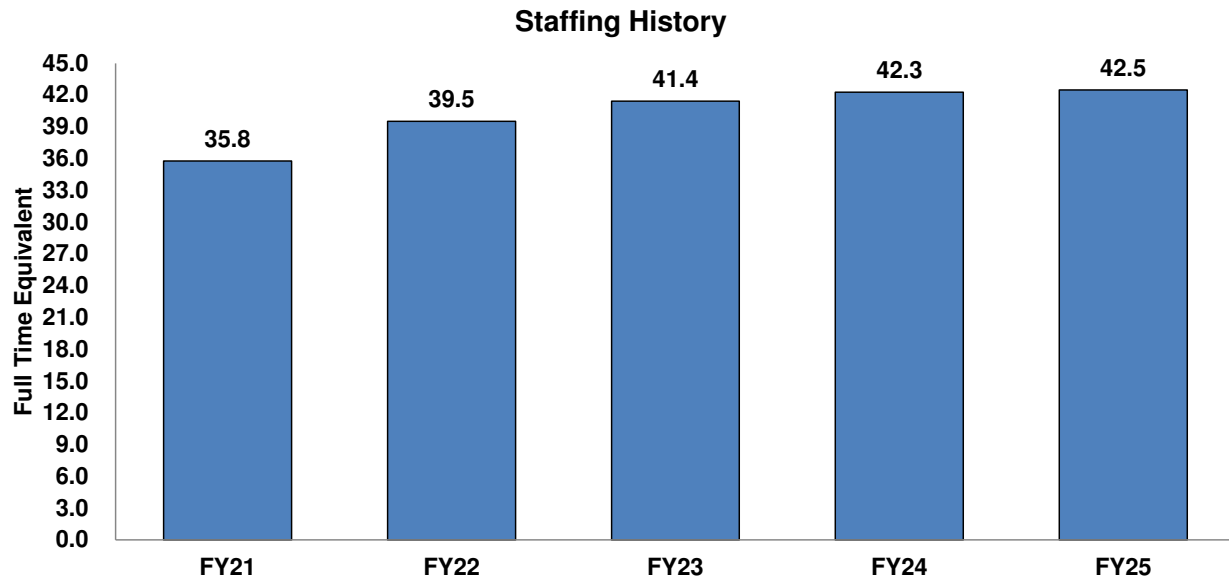
GENERAL FUND



Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u>Transit: Refine routes and services in order to effectively implement VanGO transit.</u>					
# of passengers transported per service hour					
- Fixed Route	8	6	7	9	10
- Door to Door Service	1	2	2	2	2
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 1: Economic Development					
<u>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.</u>					
Final Subdivision Lots-# of lots recorded	271*	582*	239	550*	700
*Includes commercial, industrial and townhouse lots					
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					
<u>Planning: To effectively implement the local Forest Conservation Review program in compliance with State Legislation as it relates to preservation of significant forest resources.</u>					
Number of Plans Submitted	57	93	64	85	120
Number of Plans Approved	42	104	45	75	98
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resiliency & Sustainability					
<u>Codes, Permits, and Inspections: Objective: Investigate, analyze, and streamline building permit related services.</u>					
Average # of Days to Issue Residential Building Permits.	39	37	37	35	35
# of Residential Building Permit Applications	3,004	3,184	2,755	2,500	2,500
# of Residential Building Permits Issued	2,413	2,649	2,332	2,000	2,000
Average # of Days to Issue Commercial Building Permits	92	95	69	70	70
# of Commercial Building Permit Applications	554	660	605	575	575
# of Commercial Building Permits Issued	367	449	412	375	375
Average # of Days to Issue Trade Permits	6	5	6	4	4
# of Trade Permit Applications	6,056	6,538	6,525	6,000	6,200
# of Trade Permits Issued	5,785	6,246	6,200	5,400	5,600
# of all Permit Applications	9,614	10,382	9,885	9,075	9,275
# of Permit Completed	7,389	7,949	6,836	7,500	7,500
# of Permits Voided	1,160	1,054	572	800	600
# of Permits Withdrawn	46	159	138	125	150
# of Permits applied in Error	643	605	480	450	400
• Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance					

Planning & Growth Management Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Administration	8.0	11.7	11.2	6.6	6.6
Transit (allocated to grants)	0.0	0.0	0.0	0.0	0.0
Planning	20.5	21.8	25.8	25.8	25.8
Codes, Permits and Inspections	7.3	6.1	3.4	8.8	8.8
Infrastructure Management	0.0	0.0	1.1	1.1	1.3
Total Full Time Equivalent	35.8	39.5	41.4	42.3	42.5

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$984,348	\$989,500	\$899,950	\$775,200	(\$214,300)	-21.7%
Fringe Benefits	228,531	258,700	259,370	212,600	(46,100)	-17.8%
Operating Costs	47,053	191,400	207,240	71,800	(119,600)	-62.5%
Total Expenditures	\$1,259,933	\$1,439,600	\$1,366,560	\$1,059,600	(\$380,000)	-26.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the FY2024 and FY2025 approved salary increases. An FY2024 mid-year reallocation was approved to move several positions to Codes, Permits, and Inspection Services to appropriately staff the division. Also, the Fiscal Support Specialist position was converted to Media and Communications Project Manager.
- **Operating Costs** decrease is due to one-time funding in FY2024 for a scanning project and a retreat.

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 that 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 continuous educational programs, and promotes the most efficient use of the resources for the County.

The responsibilities of the Administration Division includes: budget administration; customer relations; coordination with Citizens Liaison issues; maintenance of the 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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	1.0	0.0	0.0	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	0.8	0.8
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	1.0	1.0	1.0	0.0	0.0
Assistant Property Acquisition Manager	1.0	1.0	1.0	1.0	1.0
PGM Special Projects Manager	1.0	1.0	1.0	1.0	1.0
Media and Communications Project Mngr.	0.0	0.0	0.0	1.0	1.0
Right-Of-Way Bonding Specialist	1.0	1.0	1.0	1.0	1.0
Fiscal Support Specialist	1.0	1.0	1.0	0.0	0.0
Permit Technician	2.0	2.0	2.0	0.6	0.6
Permit Specialist	3.0	3.0	3.0	2.0	2.0
Office Associate II	1.0	1.0	1.0	0.0	0.0
Part Time	0.1	0.1	0.1	0.0	0.0
Total Full Time Equivalent	17.1	18.1	17.1	12.4	12.4
Allocated to:					
Inspection Fund	(5.8)	(3.4)	(2.9)	(2.9)	(2.9)
Watershed Protection & Restoration Fund	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Water & Sewer Fund	(3.1)	(2.8)	(2.8)	(2.6)	(2.6)
Net Cost to General Fund	8.0	11.7	11.2	6.6	6.6

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$4,248	\$0	\$5,620	\$0	\$0	N/A
Fringe Benefits	1,032	0	1,520	0	0	N/A
Transfers Out	4,067,070	5,071,500	6,154,860	6,308,300	1,236,800	24.4%
Total Expenditures	\$4,072,350	\$5,071,500	\$6,162,000	\$6,308,300	\$1,236,800	24.4%

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. The increase is due to the County having to cover a greater portion of the cost for this program due to a decrease in federal and state participation.

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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	3.0	3.0	3.0
Total Full Time Equivalent	4.0	4.0	5.0	5.0	5.0
Allocated to Transportation Fund	(4.0)	(4.0)	(5.0)	(5.0)	(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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,715,733	\$2,134,900	\$1,943,250	\$2,196,100	\$61,200	2.9%
Fringe Benefits	427,592	597,000	597,970	630,400	33,400	5.6%
Operating Costs	46,481	104,800	99,780	106,000	1,200	1.1%
Transfers Out	0	0	2,000	0	0	N/A
Total Expenditures	\$2,189,806	\$2,836,700	\$2,643,000	\$2,932,500	\$95,800	3.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the FY2024 and FY2025 approved salary increases.
- The **Operating Costs** budget is based on anticipated needs for FY2025.

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.

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.

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

Positions:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	1.0	1.0	1.0	1.0	1.0
Engineer Supervisor	1.0	1.0	0.0	0.0	0.0
Zoning Inspection Supervisor	0.0	0.0	1.0	1.0	1.0
Climate Resilience & Sustainability Officer	1.0	1.0	1.0	1.0	1.0
Planning Supervisor	4.0	4.0	4.0	4.0	4.0
GIS Analyst	1.0	1.0	1.0	1.0	1.0
Inspectors I-II	0.0	0.0	2.0	2.0	2.0
Engineer I-III	3.0	3.0	0.0	0.0	0.0
Planner I-III	14.0	14.0	16.0	16.0	17.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Planning Technician II	2.0	2.0	2.0	2.0	3.0
PGM Support Specialist	1.0	1.0	1.0	1.0	1.0
Part-time Positions	1.5	1.5	1.5	1.5	1.5
Total Full Time Equivalent	32.5	32.5	33.5	33.5	35.5
Allocated to:					
Inspection & Review Fund	(2.2)	0.0	0.0	0.0	0.0
Capital Project Fund	(0.1)	(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	(5.5)	(5.5)	(4.0)	(4.0)	(5.5)
Water and Sewer Fund	(3.4)	(4.1)	(2.1)	(2.1)	(2.3)
Environmental Services Fund	(0.8)	(0.9)	(1.4)	(1.4)	(1.6)
Grant Funds	(0.1)	(0.1)	(0.1)	(0.1)	(0.1)
Net Cost to General Fund	20.5	21.8	25.8	25.8	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$382,683	\$259,300	\$262,010	\$566,100	\$306,800	118.3%
Fringe Benefits	111,743	79,900	80,120	155,500	75,600	94.6%
Operating Costs	42,764	53,700	54,860	63,400	9,700	18.1%
Total Expenditures	\$537,191	\$392,900	\$396,990	\$785,000	\$392,100	99.8%
Revenues	\$612,928	\$478,000	\$478,000	\$571,700	\$93,700	19.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the FY2024 and FY2025 approved salary increases. The funding also includes the approved FY2024 mid-year reallocation of several positions from the Administration Division to Codes, Permits, and Inspection Services to adequately staff the division.
- The **Operating Costs** budget increase is mainly due to cost associated with credit card processing.

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 developing and implementing 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 comprises three groups: infrastructure, building and trades, and stormwater management maintenance. Staff provide inspections for issued permits and plans, enforce county codes, and investigate complaints related to international building codes, stormwater management, stormwater conveyance facilities, water and sewer facilities, roads, and grading and sediment control. Additionally, staff performs triennial inspections of existing stormwater management devices for compliance with performance specifications, legal agreements, and Maryland and/or Federal law. Inspection staff also investigates complaints about existing stormwater management devices and illicit discharge.

Positions:

Title	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	1.0	0.0	0.0	0.0	0.0
Construction Inspection Supervisor	1.0	0.0	0.0	0.0	0.0
Zoning Inspection Supervisor	1.0	1.0	0.0	0.0	0.0
Code Inspection & Enf. Off. Supervisor	0.0	0.0	1.0	1.0	1.0
Code Inspection & Enforcement Officer	0.0	2.0	3.0	3.0	3.0
Permit Office Supervisor	4.0	2.0	0.0	1.0	1.0
Inspectors I-II	0.0	0.0	3.0	0.0	1.0
Inspection Technician	0.0	0.0	0.0	3.0	3.0
Fiscal Support Specialist	1.0	1.0	1.0	0.0	0.0
Administrative Associate	2.0	3.0	0.0	1.0	1.0
Engineer I - IV	1.0	0.0	1.0	0.0	0.0
Building Code Official	0.0	0.0	0.0	1.0	1.0
Permit Technician	1.0	1.0	0.0	1.6	1.6
Permit Specialist	1.0	1.0	1.0	1.0	1.0
PGM Support Specialist	0.0	0.0	0.0	1.0	1.0
Office Associate II	0.1	0.1	0.1	1.0	1.0
Part-time Positions	0.1	0.1	0.1	1.0	1.0
Total Full Time Equivalent	15.2	13.2	12.2	17.6	18.6
Allocated to Inspection & Review Fund	(6.6)	(5.9)	(8.7)	(8.7)	(8.7)
Allocated to Water and Sewer Fund	(1.1)	(0.5)	0.0	0.0	0.0
Allocated to Watershed Fund	(0.2)	(0.8)	(0.1)	(0.1)	(1.1)
Net Cost to General Fund	7.3	6.1	3.4	8.8	8.8

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$0	\$121,200	\$121,200	\$141,500	\$20,300	16.7%
Fringe Benefits	0	35,600	35,600	38,300	2,700	7.6%
Operating Costs	0	8,500	8,060	210,600	202,100	2377.6%
Total Expenditures	\$0	\$165,300	\$164,860	\$390,400	\$225,100	136.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the FY2024 and FY2025 approved salary increases. This also includes funding to support a partnership with Charles County Public Schools Career and Technical Education (CTE) Apprenticeship Maryland Program (AMP). The AMP is for students ages 16 and up who want to gain experience in the workplace with plans to continue in that industry after graduation.
- **Operating Costs** increase includes funding in support of the apprenticeship program and funding to send engineers to a conference. Also includes one-time funding for a stormwater maintenance ordinance update and for a process improvement consultant to assist the department with streamlining the review process.

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:

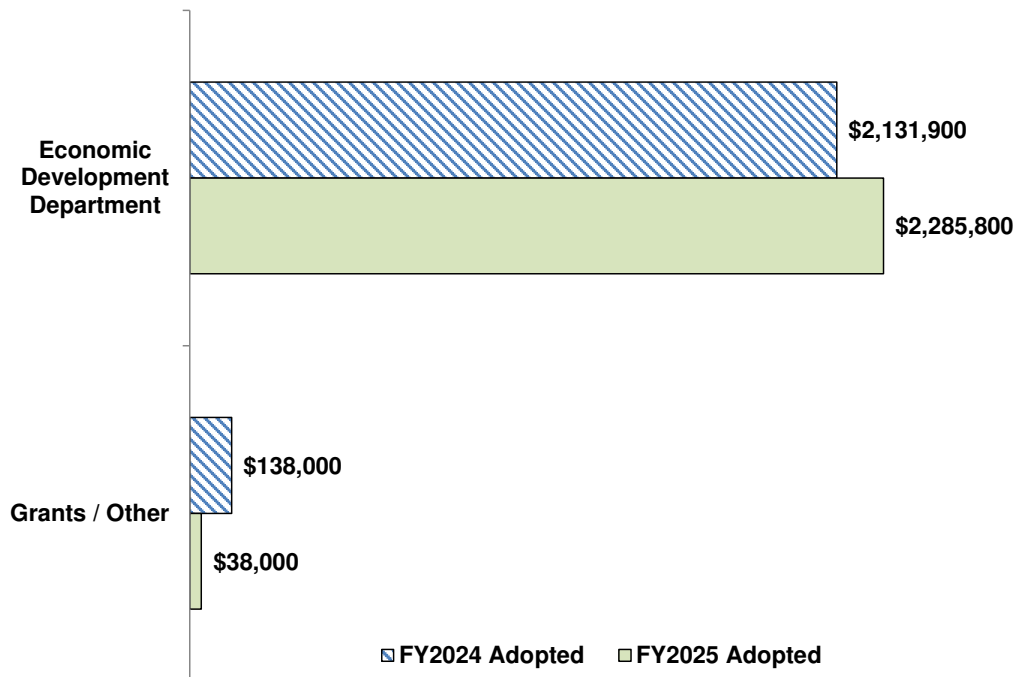
<u>Title</u>	<u>FY21</u> <u>FTE</u>	<u>FY22</u> <u>FTE</u>	<u>FY23</u> <u>FTE</u>	<u>FY24</u> <u>FTE</u>	<u>FY25</u> <u>FTE</u>
Chief of Infrastructure Management	0.0	0.0	1.0	1.0	1.0
Assistant to the Chief	0.0	0.0	1.0	1.0	1.0
Engineering Supervisor	0.0	0.0	2.0	2.0	2.0
Engineer I - III	0.0	0.0	8.0	8.0	12.0
Permits Specialist	0.0	0.0	1.0	1.0	1.0
Part Time Positions	0.0	0.0	0.0	0.0	0.2
Total Full Time Equivalent	0.0	0.0	13.0	13.0	17.2
Allocated to:					
Inspection & Review Fund	0.0	0.0	(4.2)	(4.2)	(6.2)
Watershed Protection & Restoration Fund	0.0	0.0	(4.0)	(4.0)	(4.5)
Water & Sewer Fund	0.0	0.0	(3.8)	(3.8)	(5.3)
Net Cost to General Fund	0.0	0.0	1.1	1.1	1.3

Economic Development Summary

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,046,489	\$1,203,100	\$1,100,710	\$1,309,800	\$106,700	8.9%
Fringe Benefits	209,414	257,100	257,200	297,000	39,900	15.5%
Operating Costs	418,551	621,200	610,740	628,500	7,300	1.2%
Agency Funding	238,500	188,500	188,500	88,500	(100,000)	-53.1%
Capital Outlay	240,808	0	0	0	0	N/A
Total Expenditures	\$2,153,761	\$2,269,900	\$2,157,150	\$2,323,800	\$53,900	2.4%
Revenues	\$179,668	\$4,000	\$4,000	\$8,500	\$4,500	112.5%
Total Expenditures as % of Budget:	0.4%	0.4%	0.4%	0.4%		



Economic Development Expenditure



Economic Development Objectives/Measurements

Objectives & Measurements:	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
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Objective: Support a healthy, local economy in Charles County.

County unemployment rate 6.7 4.8 2.8 3.0 3.0

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 1: Economic Development
Commercial Development, Industry Diversification, Infrastructure / Services

Objective: Increase employment in the County.

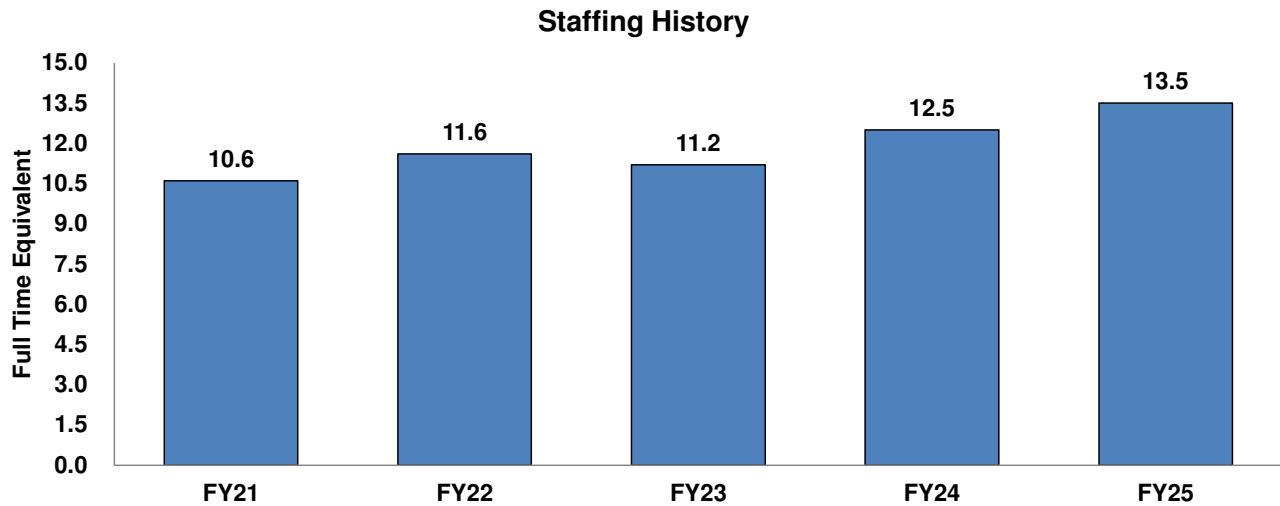
Average annual employment in County 35,324 39,019 40,482 44,000 44,000

Job creation (above average salary) (1955)** 393 1011 200 200

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 1: Economic Development

FY21 **A significant portion of the job losses were due to the COVID pandemic.

Economic Development Staffing History



Positions by Program:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Economic Development Department	10.6	11.6	11.2	12.5	13.5
Total Full Time Equivalent	10.6	11.6	11.2	12.5	13.5

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,046,489	\$1,203,100	\$1,100,710	\$1,309,800	\$106,700	8.9%
Fringe Benefits	209,414	257,100	257,200	297,000	39,900	15.5%
Operating Costs	418,551	621,200	610,740	628,500	7,300	1.2%
Agency Funding	100,500	50,500	50,500	50,500	0	0.0%
Capital Outlay	240,808	0	0	0	0	N/A
Total Expenditures	\$2,015,761	\$2,131,900	\$2,019,150	\$2,285,800	\$153,900	7.2%
Revenues	\$179,668	\$4,000	\$4,000	\$8,500	\$4,500	112.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also includes a new Western Technology Corridor- Senior Commercial Development Manager which will assist with the increase in commercial development projects in the western area of the county.
- **Operating Costs** increase was adjusted to current trends.
- **Revenues** are generated to support the Annual Fall Meeting and were adjusted to current activity.

Economic Development Goals & Objectives:

- 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.
- Collaborate across departments to improve the speed, consistency, and predictability of the Development Review Process.
- 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.
- Leverage opportunities created by increased federal DoD funding of Energetics research, development, and manufacturing in and around the Western Charles County Technology Corridor.
- 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

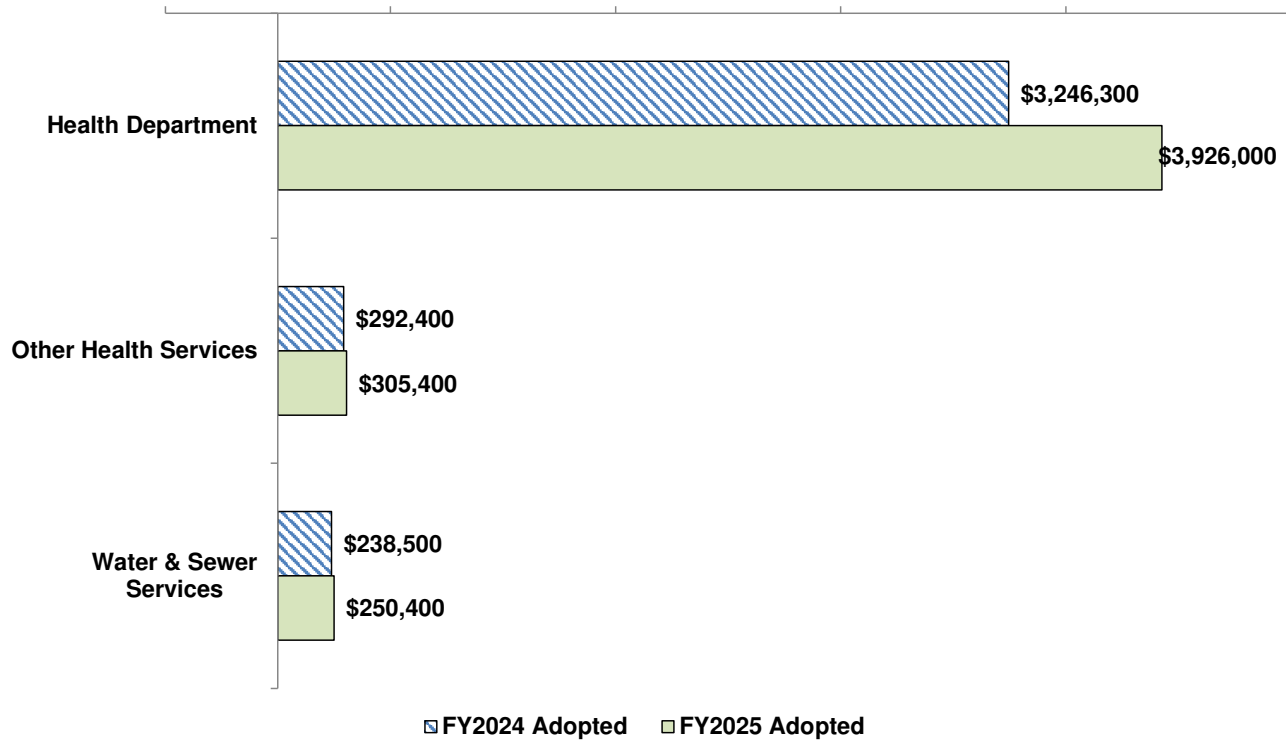
Positions:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Deputy Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Chief of Commercial Development	1.0	1.0	1.0	1.0	1.0
Chief of Business Services	1.0	1.0	1.0	1.0	1.0
Western Technology Corridor - Commercial Development Manager	0.0	0.0	0.0	0.0	1.0
Agriculture Business Development Manager	1.0	1.0	1.0	1.0	1.0
MWBE/DBE Compliance Manager	0.0	0.0	0.0	1.0	1.0
Research and Special Projects Manager	1.0	1.0	1.0	1.0	1.0
Business Retention and Expansion Manager	0.0	1.0	1.0	1.0	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	11.6	11.2	12.5	13.5

Department: Economic Development						
Division\Program: Other Fund: General						
Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Agency Funding	138,000	138,000	138,000	38,000	(100,000)	-72.5%
Total Expenditures	\$138,000	\$138,000	\$138,000	\$38,000	(\$100,000)	-72.5%

Changes and Useful Information:

- **Agency Funding** includes funding for agencies who provide tourism related activities within Charles County. FY2024 had one time funding for the Military Alliance Council and Maryland's Veterans Museum.

Health Summary						
Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$59,096	\$15,000	\$121,000	\$15,000	\$0	0.0%
Fringe Benefits	4,620	1,300	9,500	1,300	0	0.0%
Operating Costs	298,354	384,500	384,500	396,400	11,900	3.1%
Agency Funding	4,274,691	3,376,400	4,012,020	4,069,100	692,700	20.5%
Total Expenditures	\$4,636,762	\$3,777,200	\$4,527,020	\$4,481,800	\$704,600	18.7%
Revenues	\$87,542	\$96,000	\$96,000	\$106,000	\$10,000	10.4%
Total Expenditures as % of Budget:	0.9%	0.7%	0.8%	0.8%		



Health Objective & Measurements

Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<i>Health Department: To provide and promote public health support services to the citizens of Charles County.</i>					
# of MD Medical Assistance Applicants	5,473	3,352	5,505	7,000	8,000
# of WIC service recipients	4,702	4,265	4,415	4,300	4,300
# of services in School Health Rooms	23,664	100,227	131,356	241,366	458,665
# of seniors/ AERS services recipients	472	548	621	720	760
# of Disabilities Services recipients	531	430	456	475	500
# of infants and toddler services	448	458	469	482	494
# of Birth/Death Certificates	12,500	11,720	11,122	11,200	11,200

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	200	302	440	276	345
# of Reproductive Health Promotion through folic acid distribution	888	25	679	505	584
# of clients STD Clinic	218	302	830	286	165
# of HIV Testing & Counseling recipients	301	318	393	450	400
# of Breast and Cervical Cancer screening recipients	183	216	241	240	220
# of Colonoscopy service recipients	22	41	45	43	43
# Adult Dental Clinical service recipients	779	958	2,259	1,000	2,500
# Child Dental Clinical service recipients	494	699	1,668	700	2,000
# Dental Health Education recipients	16,361	4,661	6,497	6,000	8,000
# of Anti-TB treatment	24	8	23	16	15
# TB testing service recipients	11	25	86	100	150
# of Adult Immunization recipients	14	38	97	100	150
# of children immunization recipients	173	557	1,383	400	775
# of annual Flu vaccination recipients	2,171	1,249	2,517	2,000	2,500
# of post-exposure Rabies vaccine recipients	11	17	15	16	15
# of Behavioral Health Recipients	1,110	924	803	1,000	1,000
# of Behavioral Health visits	13,110	12,934	6,729	7,000	7,000
# of smoking cessation visits	5	22	66	40	40
# of food service facility inspections	699	912	1,665	1,500	1,500
# of food borne illnesses investigated	8	14**	20**	10	10
# of animal rabies vaccine	0	201	0***	200	200
# of animal bite investigations	394	546	581	550	550
# of perk tests applications/completed	198	249	203	200	200
% of perk tests completed	100%	100%	100%	100%	100%
# of well construction permits	266	253	196	280	280
% of construction permits completed	100%	100%	100%	100%	100%
# of water samples collected	749	756	652	800	800
# School based - fluoride varnish	600	853	683	1,000	800
# School based - sealant applications	583	2,408	414	1,000	500
# Community Oral Cancer Screenings	0	0	0	10	30

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

Health Department: To provide and promote age appropriate, condition specific case management and care coordination services to the citizens of Charles County.

# of communicable disease outbreak	75	121	83	96	80
# BBH - Pregnancy Care Navigation	42	118	268	88	157

** all complaints were self reported; no confirmed illness investigations

*** no clinics offered by Animal Control

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$59,096	\$15,000	\$121,000	\$15,000	\$0	0.0%
Fringe Benefits	4,620	1,300	9,500	1,300	0	0.0%
Operating Costs	78,554	146,000	146,000	146,000	0	0.0%
Agency Funding	4,006,298	3,084,000	3,719,620	3,763,700	679,700	22.0%
Total Expenditures	\$4,148,568	\$3,246,300	\$3,996,120	\$3,926,000	\$679,700	20.9%
Revenues	\$3,870	\$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.
- **Agency Funding** increase provides funding for strategic planning, support of a position in HIV, funding for security, behavioral health administrative overhead, advertising, and staff development.

Description:

The Charles County Department of Health provides advice and assistance to the County Commissioners, who constitute the Board of Health, on all issues relating to the Public Health of the citizens of Charles County. This is accomplished by continually assessing the county's health needs, developing and recommending policy to address those needs, and by assuring that resources are managed properly to meet the health needs of the community.

Equally important are the quality of health services provided directly to county residents. Services are grouped in five major health categories: environmental health, education & prevention programs, personal & family health, mental health, and substance abuse services.

Specific examples include Water and Sewage programs, Restaurant Inspection, Air Quality Control, Education and Nutrition Services, Adult and Adolescent Mental Health Counseling, Communicable Disease Control, Maternity and Family Planning Services, and Substance Abuse Recovery Programs.

The goals of the Charles County Department of Health are to protect the public health and minimize the incidence of preventable illness, disability, and premature death in Charles County residents from environmental and health related causes.

Positions:

There is no direct County staff associated with this budget.

Department: Health						
Division\Program: Other	Fund: General					
Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	219,800	238,500	238,500	250,400	11,900	5.0%
Agency Funding	268,393	292,400	292,400	305,400	13,000	4.4%
Total Expenditures	\$488,193	\$530,900	\$530,900	\$555,800	\$24,900	4.7%
Revenues	\$83,673	\$90,000	\$90,000	\$100,000	\$10,000	11.1%

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 \$185,000 for Mosquito Control and \$120,400 to the State Department of Health & Mental Hygiene.
- **Revenues** represent Neighborhood participation in Mosquito Control program.

Social Services Summary

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$5,019	\$5,000	\$5,000	\$5,000	\$0	0.0%
Fringe Benefits	445	500	500	500	0	0.0%
Operating Costs	150,000	150,000	150,000	150,000	0	0.0%
Agency Funding	1,633,300	1,447,000	1,405,570	1,548,500	101,500	7.0%
Total Expenditures	\$1,788,764	\$1,602,500	\$1,561,070	\$1,704,000	\$101,500	6.3%
Total Expenditures as % of Budget:	0.4%	0.3%	0.3%	0.3%		

Changes and Useful Information:

- The **Operating Costs** budget provides funding for a non-profit fund. 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, Charles County Charitable Trust, Southern Maryland Tri-County Community Action Committee, and the Children's Aid Society which are required by the County Code.
 - The Charles County Charitable Trust awards funds to local non-profits through an annual nonprofit grant program. During the budget adoption process the County Commissioners provided additional operating funds for the Charitable Trust as well as additional one-time funds to be distributed to various non-profits in the County.

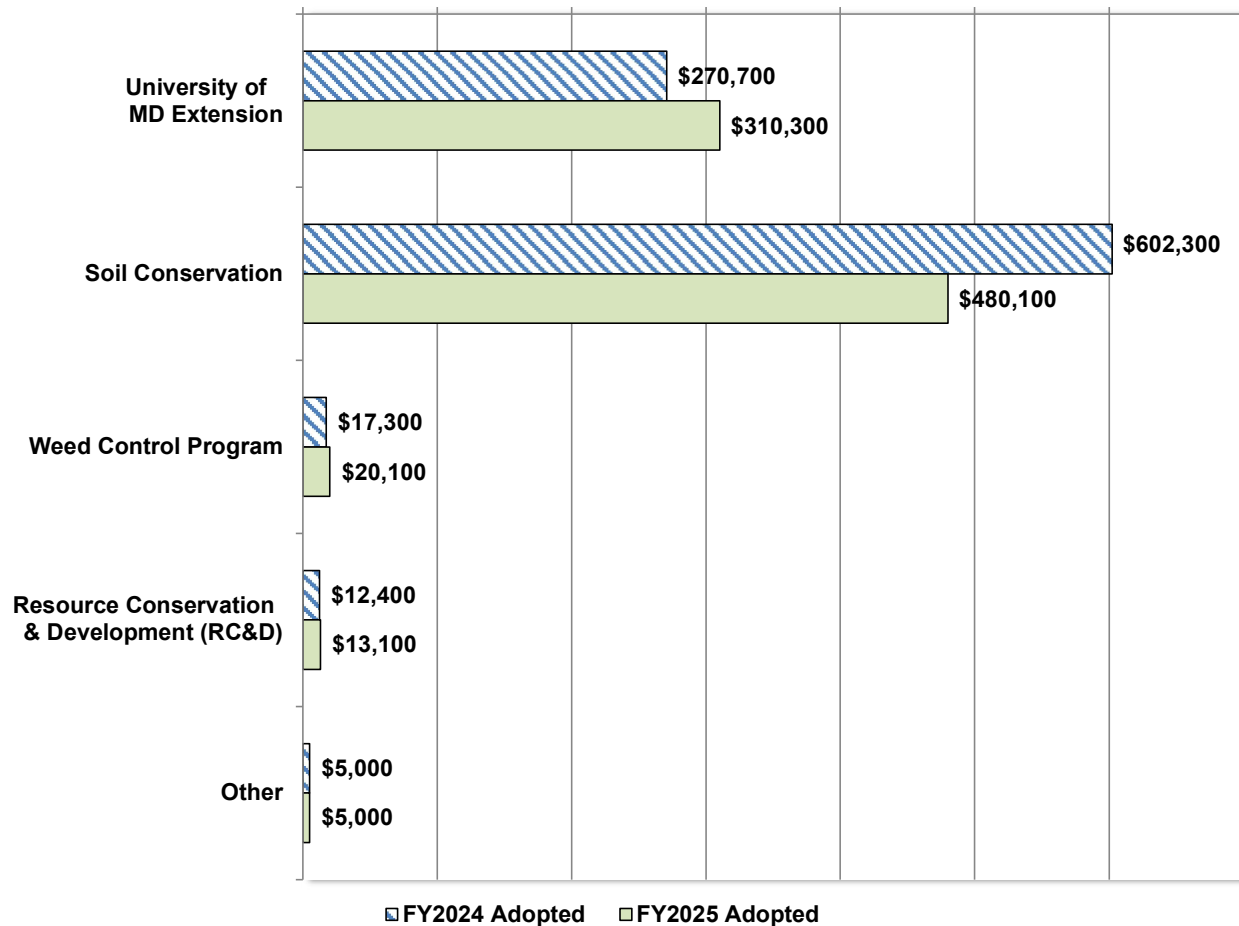
Description:

	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024
Department of Social Services (DSS)	\$324,464	\$324,500	\$324,500	\$324,500	\$0
Non-Profit Grant Award Program	1,109,300	879,300	879,300	1,009,300	130,000
Charles County Charitable Trust, Inc.	200,000	200,000	200,000	215,200	15,200
Tri-County Community Action Committee*	4,000	4,000	4,000	4,000	0
Tri-County Youth Services Bureau (TCYSB)	0	43,700	2,270	0	(43,700)
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	\$1,788,764	\$1,602,500	\$1,561,070	\$1,704,000	\$101,500

*funding required by County Code.

Conservation of Natural Resources Summary

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$400,682	\$384,600	\$391,950	\$391,100	\$6,500	1.7%
Fringe Benefits	99,246	124,100	124,730	118,900	(5,200)	-4.2%
Operating Costs	254,617	273,400	273,400	313,000	39,600	14.5%
Agency Funding	8,150	125,600	125,600	5,600	(120,000)	-95.5%
Total Expenditures	\$762,694	\$907,700	\$915,680	\$828,600	(\$79,100)	-8.7%
Revenues	\$139,908	\$137,600	\$136,400	\$139,300	\$1,700	1.2%
Total Expenditures as % of Budget:	0.2%	0.2%	0.2%	0.1%		



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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	\$253,956	\$270,700	\$270,700	\$310,300	\$39,600	14.6%
Total Expenditures	\$253,956	\$270,700	\$270,700	\$310,300	\$39,600	14.6%

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. Includes funding for a new position to assist with fiscal processes and management of the increasing number of grants.

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:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
4-H and Youth Development					
<u>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.</u>					
# of Youth Enrolled in 4-H	1,298	4,168	4,233	4,500	4,500
Per FTE 2.5	466	1,389	1,693	1,800	1,800
# of Youth Reached in School & Special Interest Programs	306	296	295	450	450
Per FTE 2.5	102	98	118	150	150
<u>Objective: To increase the abilities of Extension volunteers to successfully carry out Extension programs.</u>					
# of Adult Volunteers Enrolled	143	146	203	225	225
Per FTE 3	48	48	81	75	75
# of Volunteers Hours Given	20,020	20,440	28,420	31,500	31,500
Per FTE 3	6,673	6,813	11,368	10,500	10,500
Family and Consumer Sciences					
<u>Objective: To promote the adoption of good nutrition and safe food handling practices, targeting high risk groups including youth, senior citizens and young families.</u>					
# of Participants Receiving Information	260	1,094	1,499	2,200	2,200
Per FTE 1.5	260	729	999	1,467	1,467
# of Adults Trained	N/A	35	67	45	70
<u>Objective: For Participants to develop and improve individual, family, home, financial, and/or community responsibility through work, family and community involvement.</u>					
# of Participants Receiving Information	300	167	0	500	500
Agriculture and Natural Resources:					
<u>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.</u>					
# of Adults and Youth Attending Seminars	517	1,300	1,026	1,600	1,500
# of Farmers Recertified As Pesticide Applicators	492	798	9	450	450
# of New or Updated Clients with Nutrient Management Plans	81	75	320	200	250
# of Acres of Nutrient Management Plans Written/Updated	14,917	15,964	12,204	16,000	16,000
# of Master Gardener Volunteer Hours	2,607	4,098	4,239	5,500	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$381,115	\$361,900	\$368,010	\$365,300	\$3,400	0.9%
Fringe Benefits	95,940	120,400	120,930	114,800	(5,600)	-4.7%
Agency Funding	0	120,000	120,000	0	(120,000)	-100.0%
Total Expenditures	\$477,055	\$602,300	\$608,940	\$480,100	(\$122,200)	-20.3%
Revenues	\$123,108	\$122,600	\$121,400	\$124,300	\$1,700	1.4%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Agency Funding** for FY2024 supported the Beginner Farmer Equipment Rental Program. These were one time funds supported by fund balance.
- **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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
District Manager	1.0	1.0	1.0	1.0	1.0
Engineer I-III	1.0	1.0	2.0	2.0	2.0
Charles SCD Coordinator	1.0	1.0	1.0	1.0	1.0
Secretary	0.9	0.9	0.9	0.9	0.9
Part Time	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	4.6	4.6	5.6	5.6	5.6
Grant/District Funding	(0.6)	(0.6)	(0.6)	(0.6)	(0.6)
Watershed Protection & Restoration Fund	0.0	0.0	(1.0)	(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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$13,491	\$13,400	\$13,400	\$16,000	\$2,600	19.4%
Fringe Benefits	1,032	1,200	1,200	1,400	200	16.7%
Operating Costs	660	2,700	2,700	2,700	0	0.0%
Total Expenditures	\$15,183	\$17,300	\$17,300	\$20,100	\$2,800	16.2%
Revenues	\$16,800	\$15,000	\$15,000	\$15,000	\$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** provides funding to support 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 rights-of-way 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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Agency Funding	\$7,550	\$5,000	\$5,000	\$5,000	\$0	0.0%
Total Expenditures	\$7,550	\$5,000	\$5,000	\$5,000	\$0	0.0%

Changes and Useful Information:

- The FY2025 **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.somdrd.org

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$6,075	\$9,300	\$10,540	\$9,800	\$500	5.4%
Fringe Benefits	2,274	2,500	2,600	2,700	200	8.0%
Agency Funding	600	600	600	600	0	0.0%
Total Expenditures	\$8,949	\$12,400	\$13,740	\$13,100	\$700	5.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 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:

Title	<u>FY21</u> <u>FTE</u>	<u>FY22</u> <u>FTE</u>	<u>FY23</u> <u>FTE</u>	<u>FY24</u> <u>FTE</u>	<u>FY25</u> <u>FTE</u>
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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Transfers Out	\$29,288,690	\$13,379,000	\$17,765,600	\$11,142,000	(\$2,237,000)	-16.7%
Total Expenditures	\$29,288,690	\$13,379,000	\$17,765,600	\$11,142,000	(\$2,237,000)	-16.7%

Changes and Useful Information:

- **Transfers Out** represents funding for paygo projects. Funds are transferred to the Capital Project Fund. During the budget adoption process the County Commissioners added funding for South Hampton Sidewalk Project Phase I and to support a Collaborative Community Partnership (Community Revitalization Program).

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:	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted
<u>BOARD OF EDUCATION</u>				
BOE: Various Maintenance Projects	\$590,000	\$590,000	\$590,000	\$590,000
T.C. Martin E.S. Study/Renovation/Addition	0	600,000	600,000	0
Thornton Elementary School	0	0	0	500,000
McDonough H.S Renovation Study/Security Enhancements & Performing Arts	322,000	0	0	0
La Plata High School Renovation, Security Enhancements and Circulation Upgrades	149,000	149,000	149,000	0
<u>COLLEGE OF SOUTHERN MD</u>				
CSM Wastewater Treatment Plant Replacement	2,396,490	0	0	0
<u>TRANSPORTATION</u>				
Road Overlay Program	354,000	774,000	774,000	500,000
Safety Improvement Program- Existing Roadways	289,000	289,000	289,000	300,000
Traffic Signal Program	287,000	287,000	287,000	0
Sidewalk Improvement Program	155,000	170,000	170,000	186,000
Waldorf Urban Redevelopment Corridor Stormwater Outfall	295,000	45,000	45,000	0
Old Washington Road Reconstruction	0	210,000	210,000	0
Collaborative Community Partnership (Community Revitalization Program)	0	0	0	250,000
<u>PARKS</u>				
Park Repair & Maintenance Projects	307,000	337,000	337,000	388,000
Various Pedestrian & Bicycle Facilities	169,000	82,000	82,000	83,000
Synthetic Turf Fields	1,725,000	0	0	0
Mallows Bay Electrical Service	0	0	70,000	0
McDaniel Rd Shared Use Path West of Middletown	209,000	0	0	0
Hamilton Road Sidewalk Improvements	315,000	0	0	0
Bryans Road Sidewalk (Wooster Rd to Matthews Rd)	0	0	0	286,000
Bensville Park Field Lights	130,000	0	0	0
Waldorf Basketball Courts	117,000	117,000	117,000	0
Mallows Bay Kayak Launch	85,000	0	0	0
Parks Restrooms Replacements	0	0	0	356,000
Billingsley Road Sidewalk	0	735,000	735,000	0
Westlake Community Sidewalk	0	304,000	304,000	0
South Hampton Sidewalk, Phase I	0	0	0	395,000

Other

Department: Other Misc. Appropriations

Division\Program: Capital Project

Fund: General

Program Administrator: Jacob Dyer, Acting Director of Fiscal & Administrative Services

Projects:	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted
GENERAL GOVERNMENT				
Blue Crabs Stadium Maintenance	107,000	107,000	107,000	108,000
Zekiah Rural Legacy Program	211,000	211,000	211,000	212,000
Nanjemoy Rural Legacy Program	211,000	211,000	211,000	212,000
Agricultural Preservation	152,000	202,000	202,000	453,000
Purchase of Developments Rights (PDR) Program	658,000	658,000	658,000	559,000
Charles County VanGo Maintenance Facility	0	533,000	533,000	0
Charles County Animal Shelter	0	0	3,685,000	0
Radio Communications System Upgrade	757,000	0	0	851,000
Radio Tower Coating Restoration	205,000	0	0	0
Public Facilities Storage Building	646,000	646,000	646,000	0
Sports and Wellness Center	115,000	0	0	1,546,000
Fueling Site Improvements	479,000	0	0	0
Pinefield EMS Station	983,000	1,205,000	1,205,000	0
Replacement of County Financial Software	1,005,000	1,205,000	1,205,000	0
White Plains Office Renovation	0	0	148,600	0
PGM Renovations	0	0	251,000	0
La Plata Office Building Purchase	5,539,000	0	209,000	0
Various Maintenance Projects	50,000	0	23,000	0
Elite Gymnastics & Recreation Center Improvements	50,000	0	0	0
White Plains Golf Course Driving Range	126,200	0	0	0
Parks Paving Accessibility Project	100,000	0	0	0
Charles County Courthouse HVAC Improvements	0	2,700,000	2,700,000	2,395,000
Detention Center Pump Station Rehabilitations	0	90,000	90,000	804,000
Hazardous Material Remediation/Demo DNR Bldg	0	492,000	492,000	0
Bel Alton High School Gymnasium Roof Replacement	0	430,000	430,000	0
Port Tobacco Community Center Renovation	0	0	0	168,000
Enterprise Fund Transfer for Stormwater Projects	10,000,000	0	0	0
	<u>\$29,288,690</u>	<u>\$13,379,000</u>	<u>\$17,765,600</u>	<u>\$11,142,000</u>

Other

Department: Contingency

Division\Program: Contingency

Fund: General

Program Administrator: Board of County Commissioners

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Contingency	\$0	\$124,000	\$70	\$64,800	(\$59,200)	-47.7%
Total Expenditures	\$0	\$124,000	\$70	\$64,800	(\$59,200)	-47.7%

Changes and Useful Information:

- During the budget process the Commissioners reduced this funding to provide for two new positions, a Recreation Services Administrator to support with the ever-growing programs and services and a Tourism Event Specialist to assist the Event Coordinator with the planning and execution of large scale events and festivals. In addition the Commissioners reduced this funding to provide additional operating funding to the Charles County Charitable Trust.

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.

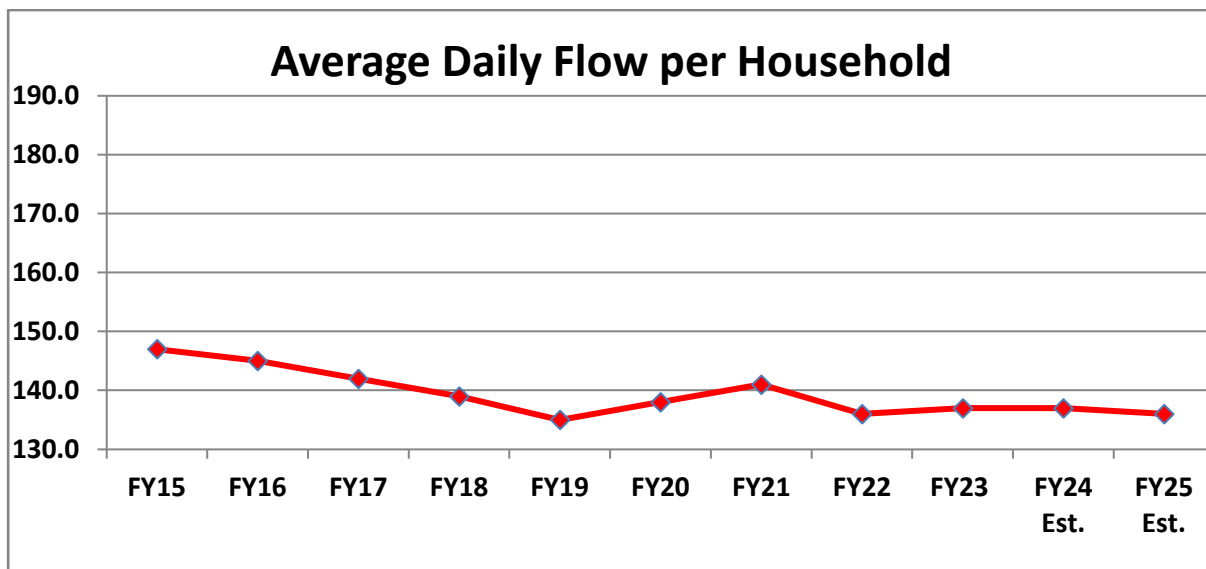
Enterprise Fund Revenues

Operating revenue budgets within these funds are estimated based on the expected level of activity unique to each operation and at a level 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 FY25, user fees were increased by 3.0% on the average water and sewer bill. The total FY25 budget is 4% greater than the FY24 budget. Expenditures were adjusted to cover the debt service related to capital projects, anticipated capital outlay/maintenance project needs, and increase in chemicals. In addition, this budget supports four new full-time positions and provides partial support for five other positions. Based on an average daily consumption of 136 gallons, a consumer could expect to pay approximately \$243 per quarter, approximately \$7 more. The County is in the middle of surrounding jurisdictions in rate comparisons.

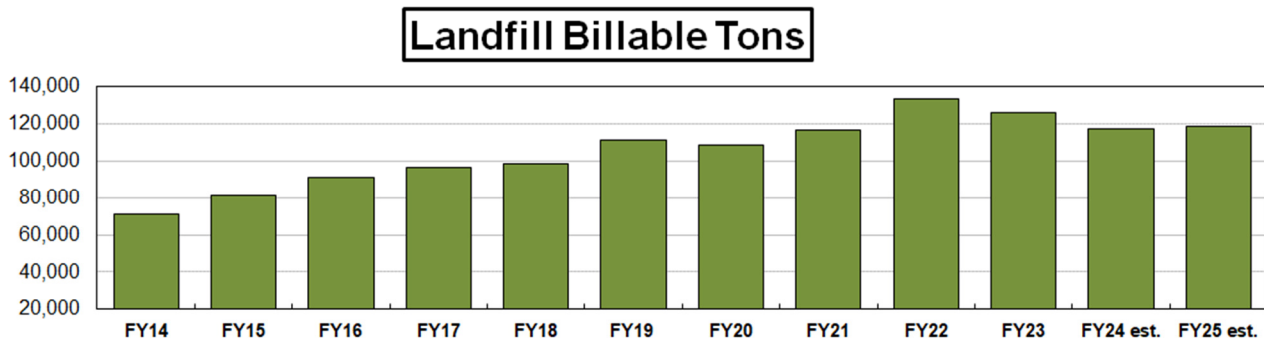
ENTERPRISE FUNDS

Solid Waste (Landfill)

An enterprise fund was established for landfill operations in the early 1990's. The tipping fee increases to \$101 per ton for FY25. This fee is the primary revenue source for the Landfill operation comprising over 82% of the revenues for this operation.

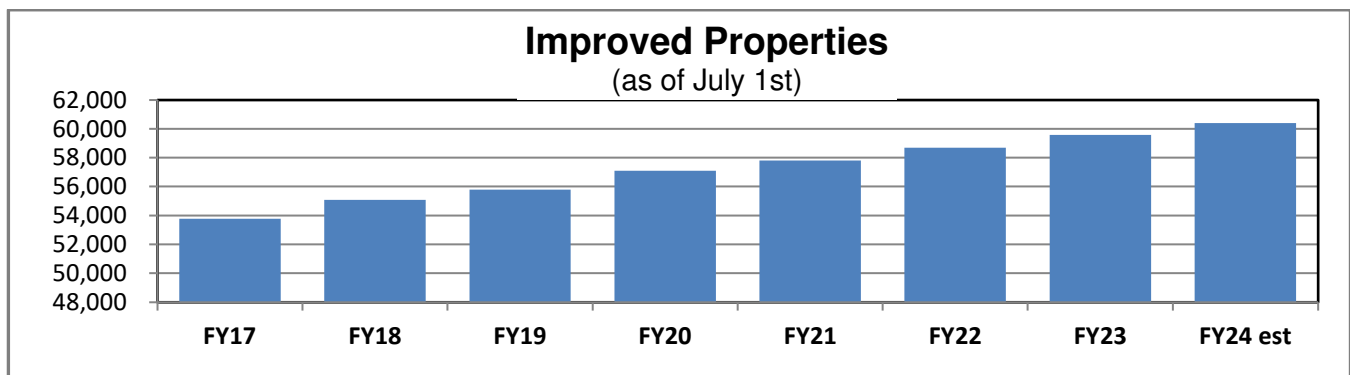
Both a fiscal and operational impact resulted from the free trade legislation approved by the Federal Government many years ago which removed restrictions on landfills and opened the waste removal business to interstate transactions. Consequently, what once was a predictable estimate for tons of waste 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. FY25 tons are conservatively estimated. The landfill is located on a 16-acre site and is approximately 76% 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 94% 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 \$166 per improved property to cover the County's cost to provide curbside collection of recycling and yard waste, and to support a new mattress recycling program. Also included is funding for a new Recycling Citizen Response Coordinator and an Environmental Resources Specialist as well as provides partial support of one other position.



NOTE: The towns of Indian Head and La Plata have their own recycling program and pay a reduced ESF fee. The rate is currently \$29 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 \$146 in FY24 to \$156 per improved property in FY25 to repair aging stormwater management structures and for increase in cost for inspectors to monitor watershed functions. The fee was also increased to support a new Assistant Chief of Roads and to partially support five other 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 two new positions, overall funding was increased by 8.4%.

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 5.9%.

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⁾

	<u>FY2023 Actual</u>	<u>FY2024 Budget</u>	<u>FY2024 Amended</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY2024</u>	<u>% Chg.</u>
Water & Sewer						
Revenue						
Service Charges	\$41,887,292	\$49,479,700	\$49,479,700	\$52,335,900	\$2,856,200	5.8%
Local Government	1,288,079	2,113,100	2,113,100	2,081,100	(32,000)	-1.5%
Fines & Forfeitures	938,519	1,000,000	1,000,000	1,075,000	75,000	7.5%
Rent Revenues	308,348	330,000	330,000	330,000	0	0.0%
Licenses & Permits	95,678	93,600	93,600	93,600	0	0.0%
Miscellaneous	185,017	9,600	9,600	9,500	(100)	-1.0%
Operating Revenues	\$44,702,933	\$53,026,000	\$53,026,000	\$55,925,100	\$2,899,100	5.5%
Fund Balance Appropriation	331,358	1,718,500	1,937,630	1,005,900	(712,600)	-41.5%
Total	\$45,034,291	\$54,744,500	\$54,963,630	\$56,931,000	\$2,186,500	4.0%
Expense						
Personal Services	\$10,719,550	\$12,100,800	\$12,041,160	\$12,923,200	\$822,400	6.8%
Fringe Benefits	3,512,528	4,516,300	4,516,600	5,012,900	496,600	11.0%
Operating Costs	19,764,890	26,519,400	26,484,720	27,041,400	522,000	2.0%
Debt Service	6,758,865	8,460,500	8,460,500	9,743,400	1,282,900	15.2%
Operating Contingency	0	125,000	125,000	47,100	(77,900)	-62.3%
Capital Outlay	748,403	2,960,000	3,273,150	1,985,000	(975,000)	-32.9%
Capital Projects	0	62,500	62,500	178,000	115,500	184.8%
Total	\$41,504,236	\$54,744,500	\$54,963,630	\$56,931,000	\$2,186,500	4.0%
Variance	\$3,530,055	\$0	\$0	\$0		

Solid Waste

Revenue						
Service Charges	\$11,153,373	\$12,112,400	\$12,112,400	\$12,173,200	\$60,800	0.5%
Licenses & Permits	1,945	5,000	5,000	5,000	0	0.0%
Miscellaneous	11,311	0	0	0	0	N/A
Operating Revenues	\$11,166,629	\$12,117,400	\$12,117,400	\$12,178,200	\$60,800	0.5%
Fund Balance Appropriation	2,019,000	1,855,800	1,946,200	2,247,600	391,800	21.1%
Total	\$13,185,629	\$13,973,200	\$14,063,600	\$14,425,800	\$452,600	3.2%
Expense						
Personal Services	\$2,194,153	\$2,376,900	\$2,370,100	\$2,663,400	\$286,500	12.1%
Fringe Benefits	617,193	746,000	746,000	857,100	111,100	14.9%
Operating Costs	1,896,931	2,031,700	2,061,300	2,155,700	124,000	6.1%
Debt Service	293,357	279,500	279,500	248,400	(31,100)	-11.1%
Operating Contingency	0	24,400	0	0	(24,400)	N/A
Landfill Expansion/Closure	5,572,700	6,836,200	6,836,200	7,017,800	181,600	2.7%
Capital Outlay	2,018,998	940,000	1,032,000	731,800	(208,200)	-22.1%
Agency Funding	91,600	111,100	111,100	124,200	13,100	11.8%
Equipment/Tech Reserve	627,400	627,400	627,400	627,400	0	0.0%
Total	\$13,312,331	\$13,973,200	\$14,063,600	\$14,425,800	\$452,600	3.2%
Variance	(\$126,702)	\$0	\$0	\$0		

Footnotes:

(1) Information reported is based on a budgetary basis, which in some cases varies from an accounting basis.

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⁾

	<u>FY2023 Actual</u>	<u>FY2024 Budget</u>	<u>FY2024 Amended</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY2024</u>	<u>% Chg.</u>
Environmental Services						
Revenue						
Service Charges	\$7,876,683	\$8,733,000	\$8,733,000	\$9,653,100	\$920,100	10.5%
Interest Income	177,989	12,000	12,000	12,000	0	0.0%
Miscellaneous	59,096	0	0	0	0	N/A
Operating Revenues	\$8,113,768	\$8,745,000	\$8,745,000	\$9,665,100	\$920,100	10.5%
Fund Balance Appropriation	501,905	541,400	936,700	356,000	(185,400)	-34.2%
Total	\$8,615,673	\$9,286,400	\$9,681,700	\$10,021,100	\$734,700	7.9%
Expense						
Personal Services	\$1,511,876	\$1,834,500	\$1,836,170	\$2,172,200	\$337,700	18.4%
Fringe Benefits	410,789	601,500	601,500	662,400	60,900	10.1%
Operating Costs	5,121,463	5,773,500	5,737,730	6,253,900	480,400	8.3%
Debt Service	92,386	87,500	87,500	81,600	(5,900)	-6.7%
Operating Contingency	0	16,000	16,000	4,100	(11,900)	-74.4%
Capital Outlay	629,711	677,500	1,106,900	506,000	(171,500)	-25.3%
Equipment Reserve	121,000	140,000	140,000	154,000	14,000	10.0%
Transfers Out	100,000	105,000	105,000	110,300	5,300	5.0%
Agency Funding	42,000	50,900	50,900	76,600	25,700	50.5%
Total	\$8,029,224	\$9,286,400	\$9,681,700	\$10,021,100	\$734,700	7.9%
Variance	\$586,449	\$0	\$0	\$0		

Watershed Protection and Restoration

Revenue						
Service Charges	\$6,566,660	\$7,704,500	\$7,704,500	\$8,241,900	\$537,400	7.0%
Interest Income	14,871	5,000	5,000	5,000	0	0.0%
Operating Revenues	\$6,581,531	\$7,709,500	\$7,709,500	\$8,246,900	\$537,400	7.0%
Fund Balance Appropriation	0	24,600	334,510	0	(24,600)	N/A
Total	\$6,581,531	\$7,734,100	\$8,044,010	\$8,246,900	\$512,800	6.6%
Expense						
Personal Services	\$1,099,427	\$1,322,000	\$1,322,650	\$1,605,700	\$283,700	21.5%
Fringe Benefits	276,119	362,400	364,600	462,100	99,700	27.5%
Operating Costs	2,119,801	2,840,200	2,905,940	3,105,600	265,400	9.3%
Agency Funding	112,590	178,300	178,300	196,000	17,700	9.9%
Debt Service	2,331,480	2,835,500	3,080,020	2,687,300	(148,200)	-5.2%
Operating Contingency	0	13,700	10,500	2,900	(10,800)	-78.8%
Transfer Out	100,000	105,000	105,000	110,300	5,300	5.0%
Capital Budget Reserve	77,000	77,000	77,000	77,000	0	0.0%
Total	\$6,116,416	\$7,734,100	\$8,044,010	\$8,246,900	\$512,800	6.6%
Variance	\$465,114	\$0	\$0	\$0		

Footnotes:

(1) Information reported is based on a budgetary basis, which in some cases varies from an accounting basis.
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⁾

	<u>FY2023 Actual</u>	<u>FY2024 Budget</u>	<u>FY2024 Amended</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY2024</u>	<u>% Chg.</u>
Inspections and Review						
Revenue						
Service Charges	\$7,991,947	\$9,378,100	\$10,248,560	\$10,188,300	\$810,200	9.3%
Fund Balance Appropriation	0	250,000	350,000	250,000	0	0.0%
Total	\$7,991,947	\$9,628,100	\$10,598,560	\$10,438,300	\$810,200	8.4%
Expense						
Personal Services	\$1,576,756	\$1,993,400	\$1,989,020	\$2,202,200	\$208,800	-0.22%
Fringe Benefits	388,188	507,800	507,800	514,000	6,200	0.00%
Operating Costs	4,510,768	6,681,000	7,655,840	7,324,700	643,700	14.59%
Debt Service	65,304	81,200	81,200	67,700	(13,500)	0.00%
Operating Contingency	0	292,800	292,800	250,000	(42,800)	0.00%
Agency Funding	59,200	71,900	71,900	79,700	7,800	0.00%
Total	\$6,600,216	\$9,628,100	\$10,598,560	\$10,438,300	\$810,200	8.4%
Variance	\$1,391,731	\$0	\$0	\$0		

Recreation

Revenue						
Service Charges	\$1,887,130	\$1,914,000	\$1,984,000	\$2,037,500	\$123,500	6.5%
Rent Revenue	58,058	8,000	8,000	0	(8,000)	N/A
Miscellaneous	0	34,000	75,700	40,000	6,000	17.6%
State Grants	20,949	20,900	20,900	20,900	0	0.0%
Operating Revenues	\$1,966,137	\$1,976,900	\$2,088,600	\$2,098,400	\$121,500	6.1%
Transfers from General Fund	175,000	75,000	98,920	75,000	0	0.0%
Total	\$2,141,137	\$2,051,900	\$2,187,520	\$2,173,400	\$121,500	5.9%
Expense						
Personal Services	\$946,098	\$1,290,000	\$1,287,590	\$1,281,700	(\$8,300)	-0.6%
Fringe Benefits	91,983	102,000	102,000	100,900	(1,100)	-1.1%
Operating Costs	666,795	656,900	754,100	782,200	125,300	19.1%
Operating Contingency	0	3,000	3,000	8,600	5,600	186.7%
Capital Projects	0	0	40,830	0	0	N/A
Total	\$1,704,876	\$2,051,900	\$2,187,520	\$2,173,400	\$121,500	5.9%
Variance	\$436,260	\$0	\$0	\$0		

Footnotes:

(1) Information reported is based on a budgetary basis, which in some cases varies from an accounting basis.
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⁾

	<u>FY2023 Actual</u>	<u>FY2024 Budget</u>	<u>FY2024 Amended</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY2024</u>	<u>% Chg.</u>
Vending Machine						
Service Charges	\$175,673	\$138,800	\$142,200	\$138,800	\$0	0.0%
Operating Costs	\$207,341	\$138,800	\$142,200	\$138,800	\$0	0.0%
Variance	(\$31,668)	\$0	\$0	\$0		

Total Enterprise Funds

Total Revenues	\$83,725,880	\$97,557,000	\$99,681,220	\$102,375,300	\$4,818,300	4.9%
Total Expenses	\$77,474,641	\$97,557,000	\$99,681,220	\$102,375,300	\$4,818,300	4.9%
Variance	\$6,251,239	\$0	\$0	\$0		

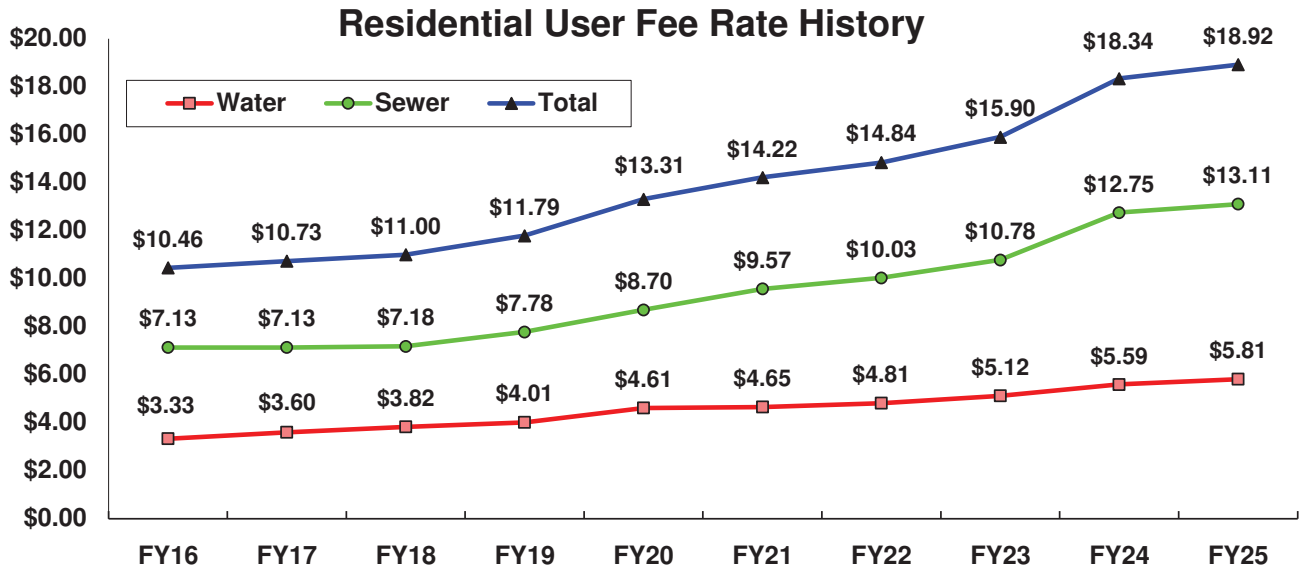
Footnotes:

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Water and Sewer Fund

Martin Harris, Director of Public Works
Address: 5310 Hawthorne Rd., La Plata, MD 20646
<https://www.charlescountymd.gov/services/public-works-utilities>

301-609-7400 301-753-8270
7:00 a.m.-3:00 p.m. M-F



Water User Fee Rate

Single Family Residential: 0 - 18,000 gallons.....	\$5.81 per 1,000 gallons
Single Family Residential: 18,001 - 24,000 gallons.....	\$11.62 per 1,000 gallons
Single Family Residential: Over 24,000 gallons.....	\$17.43 per 1,000 gallons
Multi-Family/Commercial: based on metered usage.....	\$6.88 per 1,000 gallons

FY2025 Adopted Rates:

Sewer User Fee Rate

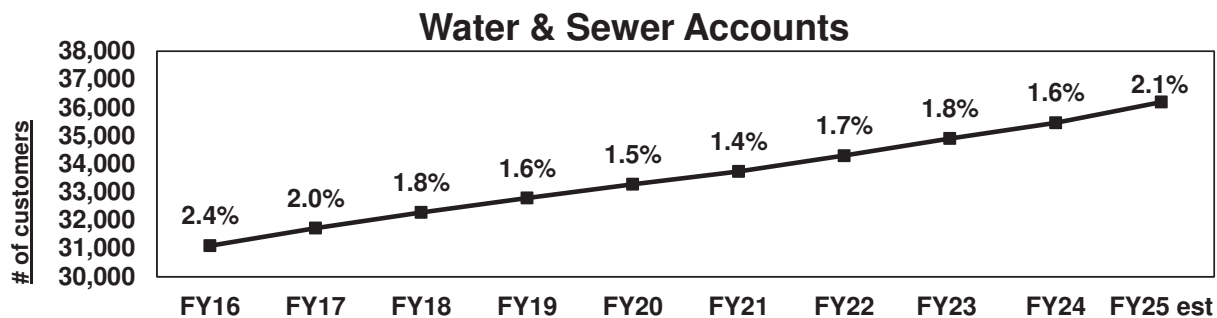
Single Family Residential: Billing capped at 24,000 gallons.....	\$13.11 per 1,000 gallons
Multi-Family/Commercial: based on metered usage.....	\$13.11 per 1,000 gallons

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

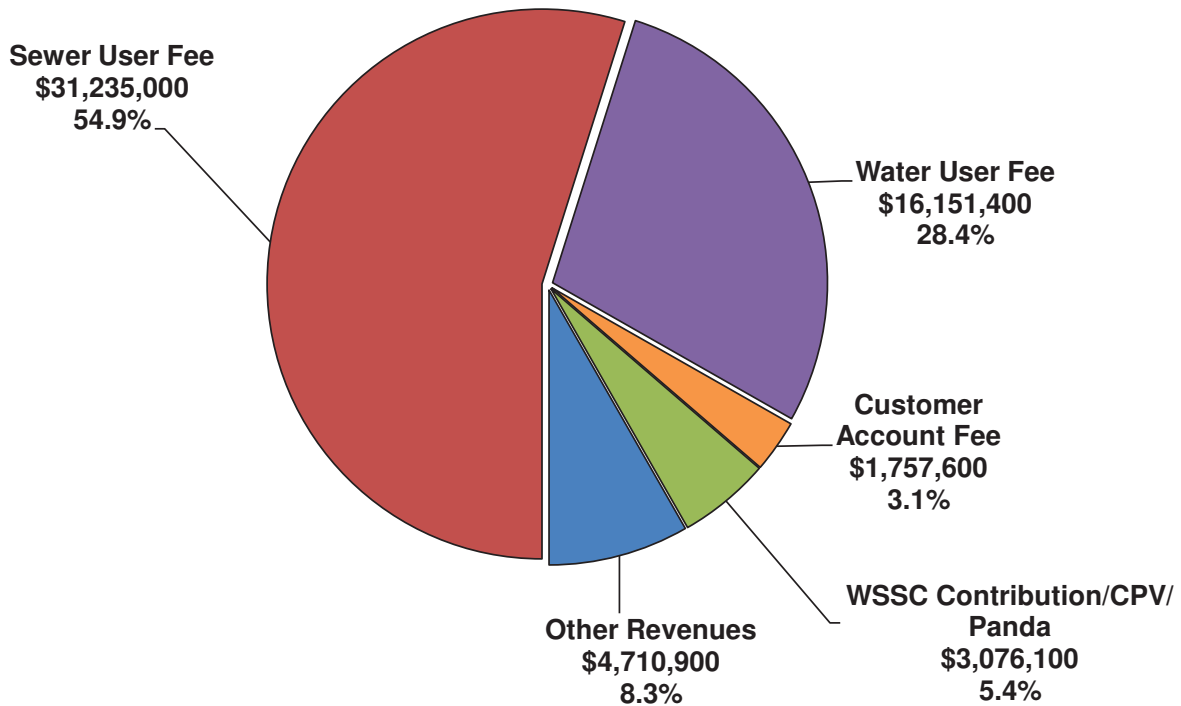
Water Meter Test - 5/8" Meters to 8" Meters.....	\$161 to \$415
Reconnect/Disconnect of Water Service (weekdays).....	\$52
Reconnect/Disconnect Water Service (evenings/weekends/holidays).....	\$140
Water/Sewer Final Reading Request.....	\$25



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.

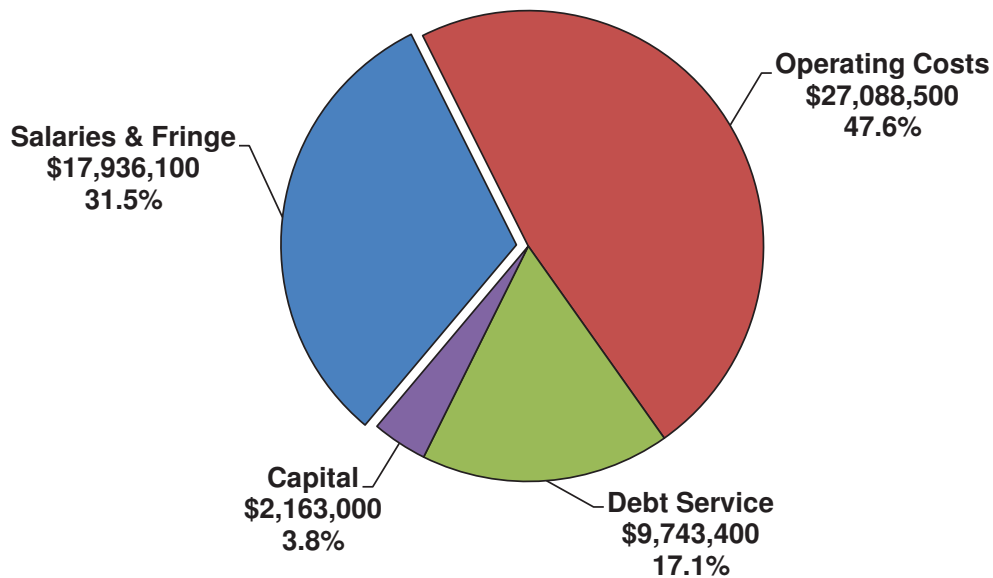
FY2025 Operating Revenues by Funding Source

Total: \$56,931,000



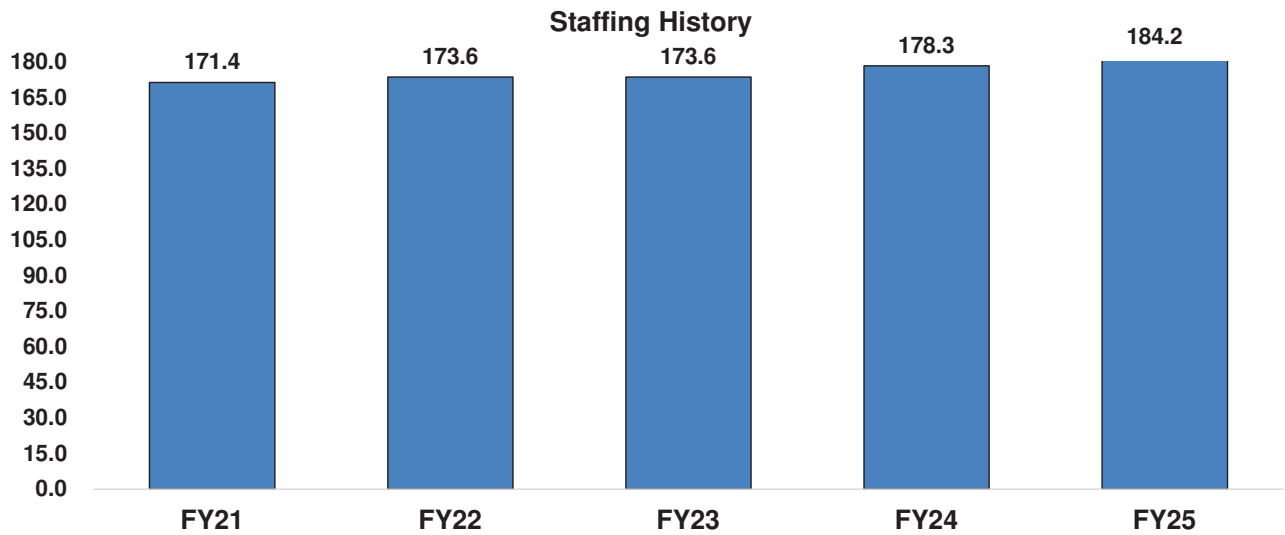
FY2025 Operating Expenses by Account Classification

Total: \$56,931,000



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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
DPW-UT					
Sewer	56.4	54.7	55.0	56.1	56.8
Mattawoman	40.1	41.4	41.7	43.7	45.4
Water	50.2	50.9	51.2	52.4	53.1
Meters	7.1	7.1	7.1	7.1	8.1
DPW-UT Full Time Equivalent	153.8	154.1	155.1	159.3	163.3
PGM	8.3	9.6	8.7	8.7	10.3
Fiscal & Administrative Services	9.3	9.9	9.9	10.3	10.6
Total Full Time Equivalent	171.4	173.6	173.6	178.3	184.2

Objectives and Measurements

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u>Public Works Objective: To provide excellent customer service.</u>					
Water & Sewer Line Breaks					
Number of Breaks	42	42	50	45	46
\$ per event	\$7,115	\$6,340	\$6,800	\$6,700	\$6,700
Water/Sewer Regulatory Compliance					
Potential Violations	29	15	15	15	15
Water delivered	200 million gallon/month average	207 million gallons/month average	205 Million gallons/month average	208 million gallons/month average	208 million gallons/month average
Sewer treated	446 million gallon/month average	374 million gallon/month average	395 Million gallons/month average	395 million gallons/month average	395 million gallons/month average
Customer Complaints					
Number of Complaints	116	50	70	70	70
average number of days to resolve	12	11	7	8	7
Annual # of injury and property damage claims reported (# / month)	37	37	45	40	40

- Achieves Commissioners 2023-2026 Goals and Objectives: Institutional Governance

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)	698	545	750	700	700
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- Achieves Commissioners 2023-2026 Goals and Objectives: Economic Development

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	141,419	140,134	143,750	147,000	150,000
# of regular invoices	136,980	135,257	138,250	141,000	144,000
# of finals	4,439	4,877	5,500	6,000	6,500
# of customer accounts	34,995	35,545	36,000	36,500	37,000
% of ebilling customer accounts	11.05%	11.89%	13.00%	25.00%	25.00%
# of delinquent invoices per year	0 *	47,486	48,500	49,250	51,000
% of total billed	0%	34%	34%	34%	34%

- Achieves Commissioners 2023-2026 Goals and Objectives: Institutional Governance

Fiscal & Administrative Services Objective: To follow up on past due accounts/ improve collection efforts.

# of final notice letters	0 *	480	680	750	850
# of liens	551	149	325	400	500
# of liens released	329	141	250	310	350

- Achieves Commissioners 2023-2026 Goals and Objectives: Institutional Governance

* 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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$3,547,178	\$3,887,700	\$3,887,700	\$4,138,200	\$250,500	6.4%
Fringe Benefits	1,165,501	1,434,000	\$1,434,000	1,586,300	152,300	10.6%
Operating Costs	5,211,293	6,303,400	\$6,211,830	6,226,900	(76,500)	-1.2%
Operating Contingency	0	40,400	\$40,400	15,000	(25,400)	-62.9%
Debt Service	4,713,661	6,222,700	\$6,222,700	7,183,100	960,400	15.4%
Capital Outlay/Maintenance	340,254	460,000	\$688,720	550,000	90,000	19.6%
Capital Projects	0	62,500	\$62,500	20,000	(42,500)	-68.0%
Total Expenditures	\$14,977,887	\$18,410,700	\$18,547,850	\$19,719,500	\$1,308,800	7.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases, along with an increase to on-call rates. Also included is funding to provide holiday pay compensation to eligible full time employees who provide services to citizens when the county government is closed.
Included for FY2025 is funding for:
 - A Maintenance Superintendent that will provide managerial and operational support for the day-to-day operations of the County's water and wastewater operations. This position will be split between Water, Mattawoman and Sewer.
 - A Supervisory Control and Data Acquisition (SCADA) Team Leader that will organize and perform the maintenance of software and hardware, this position will be split between Water, Mattawoman and Sewer.
- The **Operating Costs** decrease is mainly due to one-time cost in FY2024 for equipment and various repairs.
- **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.
- The **Capital Projects** is for paygo funding to support the Automation and Technology Project.
- **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:

	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Total Full Time Equivalent	56.4	54.7	55.0	56.1	56.8

Water & Sewer

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$2,305,908	\$2,837,300	\$2,786,050	\$2,970,000	\$132,700	4.7%
Fringe Benefits	753,727	1,161,200	\$1,161,200	1,271,500	110,300	9.5%
Operating Costs	8,289,632	11,475,300	\$11,439,120	11,848,300	373,000	3.3%
Operating Contingency	0	28,500	\$28,500	15,000	(13,500)	-47.4%
Debt Service	109,123	125,700	\$125,700	138,600	12,900	10.3%
Capital Outlay/Maintenance	202,138	1,500,000	\$1,584,900	525,000	(975,000)	-65.0%
Total Expenditures	\$11,660,528	\$17,128,000	\$17,125,470	\$16,768,400	(\$359,600)	-2.1%
WSSC Contribution/ CPV/Panda	\$1,956,848	\$2,863,100	\$2,831,100	\$2,831,100	(\$32,000)	-1.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases, along with an increase to on-call rates. Also included is funding to provide holiday pay compensation to eligible full time employees who provide services to citizens when the county government is closed.
 Included for FY2025 is funding for:
 - A Maintenance Superintendent that will provide managerial and operational support for the day-to-day operations of the County's water and wastewater operations, this position will be split between Water, Mattawoman and Sewer.
 - A Supervisory Control and Data Acquisition (SCADA) Team Leader that will organize and perform the maintenance of software and hardware, this position will be split between Water, Mattawoman and Sewer.
- The **Operating Costs** budget increase is to support one time inspections of equipment at and around the Mattawoman Treatment Plant, as well as providing support for a Cyber Security Officer that is under the Information Technology Division. In addition the increase includes support of the new FY2025 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 decreasing due to one time projects being completed in FY2024. These one time projects included sand filters, repainting piping, replacing valves in tunnels, and other sand filter rehabs. In FY2025 this will fund rehabbing two sand filters, road repairs, and other unplanned maintenance.
- **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.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Total Full Time Equivalent	40.1	41.4	41.7	43.7	45.4

Water & Sewer

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$3,314,414	\$3,658,800	\$3,654,060	\$3,910,100	\$251,300	6.9%
Fringe Benefits	1,140,542	1,416,600	\$1,416,600	1,566,400	149,800	10.6%
Operating Costs	5,488,610	7,579,300	\$7,669,020	7,835,000	255,700	3.4%
Operating Contingency	0	38,800	\$38,800	15,000	(23,800)	-61.3%
Debt Service	1,906,889	2,093,000	\$2,093,000	2,394,500	301,500	14.4%
Capital Outlay/Maintenance	206,011	1,000,000	\$999,530	910,000	(90,000)	-9.0%
Capital Projects	0	0	\$0	158,000	158,000	NEW
Total Expenditures	\$12,056,466	\$15,786,500	\$15,871,010	\$16,789,000	\$1,002,500	6.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases, along with an increase to on-call rates. Also included is funding to provide holiday pay compensation to eligible full time employees who provide services to citizens when the county government is closed.
Included for FY2025 is funding for:
 - A Maintenance Superintendent that will provide managerial and operational support for the day-to-day operations of the County's water and wastewater operations, this position will be split between Water, Mattawoman and Sewer.
 - A Supervisory Control and Data Acquisition (SCADA) Team Leader that will organize and perform the maintenance of software and hardware, this position will be split between Water, Mattawoman and Sewer.
- The **Operating Costs** budget increased to support asphalt repairs, property and liability insurance, and to support new performance measurement software.
- **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.
- **Capital Outlay/Maintenance** budget includes funds for ongoing maintenance for water operations.
- The **Capital Projects** is for PayGo funding to support the Automation and Technology Project and the Waldorf Fire House Tower Demolition Project.

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:

	<u>FY21</u> <u>FTE</u>	<u>FY22</u> <u>FTE</u>	<u>FY23</u> <u>FTE</u>	<u>FY24</u> <u>FTE</u>	<u>FY25</u> <u>FTE</u>
Total Full Time Equivalent	50.2	50.9	51.2	52.4	53.1

Water & Sewer

Department:	Public Works - Utilities				
Division \ Program:	Water, Sewer, Mattawoman			Fund:	Enterprise
Program Administrator:	Martin Harris, Director of Public Works				
Positions:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	0.0	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
Maintenance Superintendent	0.0	0.0	0.0	0.0	1.0
Senior Environmental Operations Superintendent	1.0	1.0	1.0	1.0	1.0
Engineer I - III	2.0	1.0	1.0	2.0	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
SCADA Team Leader	0.0	0.0	0.0	0.0	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	1.0	1.0	1.0	1.0
Utilities Project Manager II	2.0	2.0	2.3	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	1.0	0.0	0.0	0.0
Line Maintenance Supervisor	5.0	5.0	5.0	5.0	5.0
Equipment Maintenance Supervisor	3.0	4.0	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	1.0	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	0.5	0.5
Assistant to the Director of DPW	0.0	0.0	0.0	0.5	0.5
Project Admin Specialist	1.0	0.0	0.0	0.0	0.0
Equipment Maintenance Technician II	4.0	4.0	4.0	4.0	4.0
Vehicle Equipment Technician	0.0	0.2	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	39.0	39.0
Utilities Locator	4.0	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	2.0	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	9.0	10.0
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	2.0	2.0	2.0	2.0	2.0
Line Maintenance Operator I-IV	23.0	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	150.4	149.6	149.9	155.0	158.0
Allocated to Other Funds	(3.8)	(2.0)	(2.0)	(2.0)	(2.0)
Total Full Time Equivalents W/S	146.7	147.6	147.9	153.0	156.0

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$199,605	\$233,700	\$233,350	\$143,000	(\$90,700)	-38.8%
Fringe Benefits	43,237	53,400	53,400	31,500	(21,900)	-41.0%
Operating Costs	1,927	5,900	6,250	6,600	700	11.9%
Operating Contingency	0	2,400	2,400	0	(2,400)	N/A
Total Expenditures	\$244,769	\$295,400	\$295,400	\$181,100	(\$114,300)	-38.7%
Revenues	\$11,035	\$5,000	\$5,000	\$5,000	\$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** decrease is due to the reallocation of various positions from the Administration Division into the Codes, Permits and Inspections Division as well as to the General Fund. Also supports FY2024 and FY2025 approved salary increases.
- The **Operating Costs** increased to allow for attendance at the MACO conference.
- **Operating Contingency** was to cover potential revenue shortfalls and/or expenditure overruns.
- **Revenues** have been adjusted based on activity.

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 the Citizens' Liaison issues; maintenance of the record retention policy; dedication of roads and water and sewer systems; property acquisitions; auction of surplus county properties; developing policies and procedures; grants administration; and personnel management.

Positions:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	0.3	0.3	0.3
Chief of Administrative Operations	0.1	0.1	0.1	0.1	0.1
Citizen Response Coordinator	0.2	0.2	0.1	0.1	0.0
Property Acquisition Officer	0.0	0.0	0.1	0.1	0.1
Assistant Property Acquisition Officer	0.3	0.3	0.1	0.1	0.1
Assistant to the Director	0.1	0.1	0.2	0.2	0.2
Right-Of-Way Bonding Specialist	0.0	0.3	0.3	0.3	0.3
Permit Technician	0.0	0.6	0.6	0.6	0.0
Permit Specialist	0.0	1.0	1.0	1.0	0.0
Office Associate II	0.0	0.3	0.0	0.0	0.0
Part Time	0.1	0.1	0.1	0.1	0.0
Total Full Time Equivalent	1.0	3.1	2.9	2.9	1.1

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$135,565	\$0	\$0	\$93,400	\$93,400	NEW
Fringe Benefits	39,341	0	0	36,300	36,300	NEW
Operating Costs	3,967	0	0	0	0	N/A
Total Expenditures	\$178,873	\$0	\$0	\$129,700	\$129,700	NEW

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase is due to the reallocation of various positions away from the Administration Division into the Codes, Permits and Inspections Division. Also supports FY2024 and FY2025 approved salary increases.

Description:

The Codes, Permits & Inspection Services Division is comprised of two sections which provides services relating to regulatory compliance of both building and infrastructure construction for a variety of projects built within Charles County. These types of projects include residential, commercial, industrial, institutional as well as environmental. Their mission is to protect the health, safety, and general welfare of the citizenry and safeguard the natural resources of the County by ensuring the quality and integrity of the County's housing stock and infrastructure, promoting economic development by maintaining the quality of commercial construction, protection of the environment, and provide prompt review of permit documents. They also assist the Planning Division in performing inspections to ensure compliance of Critical Area, SDAR, and Forest Conservation measures as well as all other laws and codes.

The two sections within the division are Building & Trades and Infrastructure. Within the Building and Trades section, staff is responsible for permitting including the plan review of the architectural review and the inspections of the structure and associate trade permits in accordance with the Building Construction Code (Code of Charles County Maryland, Chapter 224) which covers both residential and commercial construction, plumbing, mechanical, electrical, energy conservation and fuel gas.

The Infrastructure section performs inspection services for compliance to Federal/State and County codes and regulations for projects related to stormwater management; storm drainage; water; sewer; road; grading; and sediment & erosion control. These projects include residential/commercial building permits, residential communities, commercial development, capital improvement projects, and environmental restoration projects. The Infrastructure section is delegated enforcement and inspection of erosion and sediment control by the Maryland Department of Environment. This section also performs inspections of existing stormwater management facilities to ensure they are in the proper operational condition in accordance with Federal/State/County requirements.

Positions:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of CPIS	0.1	0.1	0.1	0.0	0.0
Engineer Supervisor	1.0	1.0	0.3	0.0	0.0
Engineer I - IV	1.0	1.0	0.8	0.0	0.0
Building Code Official	0.1	0.1	0.0	0.0	0.0
Administrative Associate	0.1	0.1	0.1	0.0	0.0
Right of Way and Bonding Specialist	0.3	0.0	0.0	0.0	0.0
Permit Technician	0.0	0.0	0.0	0.0	0.6
Permits Specialist	1.5	0.5	0.5	0.0	1.0
Office Associate II	0.6	0.0	0.0	0.0	0.0
Total Full Time Equivalent	4.7	2.8	1.8	0.0	1.6

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$0	\$266,000	\$265,700	\$317,700	\$51,700	19.4%
Fringe Benefits	0	100,300	100,600	119,200	18,900	18.8%
Operating Costs	0	16,500	312,000	285,600	269,100	1630.9%
Operating Contingency	0	3,100	3,100	900	(2,200)	-71.0%
Total Expenditures	\$0	\$385,900	\$681,400	\$723,400	\$337,500	87.5%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also includes funding for two Engineers that will support the construction of Water and Sewer projects for current and future developments to meet consumer's water demands in the county. These positions are being split with the Watershed Protection and Restoration Fund.
- **Operating Cost** increase was due to moving planned expenses from the Planning Division to the Infrastructure Management Division. This increase includes a design of the removal of a suboptimal functioning sewer pump station, and a design to upgrade the system.

Description:

The Infrastructure Management Division is responsible for the construction plan review process and management of public infrastructure. The development services section focuses on reviewing construction plans to ensure they follow Federal, State, and County ordinances, specifications, and standards. They facilitate the permitting and dedication process related to the provision of infrastructure whether it be development or County projects.

Positions:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Engineer Supervisor	0.0	0.0	0.0	1.3	1.3
Engineer I - III	0.0	0.0	0.0	1.8	3.3
Assistant to the Chief	0.0	0.0	0.0	0.3	0.3
Permits Specialist	0.0	0.0	0.0	0.5	0.5
Total Full Time Equivalent	0.0	0.0	0.0	3.8	5.3

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$300,076	\$210,400	\$210,400	\$236,200	\$25,800	12.3%
Fringe Benefits	96,488	57,600	57,600	61,500	3,900	6.8%
Operating Costs	171,800	308,700	13,200	16,100	(292,600)	-94.8%
Operating Contingency	0	2,100	2,100	1,200	(900)	-42.9%
Total Expenditures	\$568,364	\$578,800	\$283,300	\$315,000	(\$263,800)	-45.6%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** increase is to support FY2024 and FY2025 approved salary increases, and for a Planner I to support the Charles County Watershed Protection Program. The planner will be split between the Water and Sewer Fund and the Watershed Fund.
- **Operating Cost** decrease was due to moving planned expenses from the Planning Division to the Infrastructure Management Division.

Description:

The Planning Division administers the County programs related to Comprehensive Planning, Zoning Regulation, Current Planning, and the Environment. The services provided by the Planning Division include five major program areas: Long-range & Preservation Planning, Zoning Administration, Development Review, Environmental Planning, and Climate, Resiliency, and Sustainability Planning and Analysis.

Long-range and 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 regarding 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. The group includes the inspections and enforcement staff for zoning related violations and provides inspections, support, and oversight of the Nuisance Abatement Board. 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 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, and adequate public facility regulations. This also includes the 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.

Environmental Planning includes the review of forest conservation plans, resource protection for wetlands, rivers, streams, and administers the Critical Area Regulations and Mapping. This is for small and large-scale development within the County. This includes applications for subdivisions, site development plans, Variances, and Special Exceptions with the Planning Commission and Board of Appeals.

Finally, the Climate, Resiliency, and Sustainability Planning Program works on issues related to climate change and making the County more resilient. This includes creating a Climate Action Plan and working on 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.

<u>Positions:</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Planning Director	0.3	0.3	0.3	0.3	0.3
Assistant Chief of Planning	0.1	0.1	0.1	0.1	0.1
Engineering Supervisor	1.0	1.0	1.0	0.0	0.0
Engineer II	1.0	1.0	1.0	0.0	0.0
GIS Analyst	0.3	0.3	0.3	0.3	0.3
Planner I - III	0.4	0.4	0.4	0.4	0.7
Assistant to the Chief	0.0	0.0	0.0	0.4	0.4
Administrative Associate	0.3	0.3	0.3	0.3	0.3
PGM Support Specialist	0.0	0.0	0.3	0.0	0.0
Part Time	0.3	0.3	0.3	0.3	0.3
Total Full Time Equivalent	3.7	3.7	4.0	2.1	2.3
Allocated to the Capital Project Fund	(1.0)	0.0	0.0	0.0	0.0
Net Cost to the Water & Sewer Fund	2.7	3.7	4.0	2.1	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

<https://www.charlescountymd.gov/services/water-and-sewer-billing>

301-645-0624 301-870-2542

8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% ChH.
Personal Services	\$558,931	\$611,200	\$611,200	\$666,400	\$55,200	9.0%
Fringe Benefits	139,169	166,900	166,900	181,400	14,500	8.7%
Operating Costs	454,458	686,700	686,700	627,500	(59,200)	-8.6%
Operating Contingency	0	6,000	6,000	0	(6,000)	N/A
Debt Service	7,396	7,900	7,900	7,900	0	0.0%
Total Expenditures	\$1,159,955	\$1,478,700	\$1,478,700	\$1,483,200	\$4,500	0.3%
Total Revenues	\$930,469	\$1,478,700	\$1,478,700	\$1,483,200	\$4,500	0.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. This increase also supports a new Accountant that will support special projects and support Water and Sewer agency billing, this position will be partially split with the General Fund's Accounting Division.
- The **Operating Costs** budget decreased due to Credit Card Processing trends.
- 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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Chief of Accounting	0.3	0.3	0.3	0.3	0.3
Accountant	0.0	0.0	0.0	0.0	0.4
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	8.0	8.0
Part Time	0.0	0.7	0.7	0.0	0.0
Total Full Time Equivalent	9.3	9.9	9.9	10.3	10.6

Water & Sewer

Departments: Public Works - Utilities

Division \ Program: Meters

Fund:

Enterprise

Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$357,922	\$395,700	\$392,700	\$448,200	\$52,500	13.3%
Fringe Benefits	134,523	126,300	126,300	158,800	32,500	25.7%
Operating Costs	143,204	143,600	146,600	195,400	51,800	36.1%
Operating Contingency	0	3,700	3,700	0	(3,700)	N/A
Debt Service	21,796	11,200	11,200	19,300	8,100	72.3%
Total Expenditures	\$657,445	\$680,500	\$680,500	\$821,700	\$141,200	20.7%
Total Revenues	\$1,233,413	\$680,500	\$680,500	\$821,700	\$141,200	20.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also includes funding for a new Meter Technician position to support the growth in water accounts and meter replacement program.
- The **Operating Costs** budget increased for costs related to replacing meters.
- 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:

<u>Title</u>	<u>FY21</u> <u>FTE</u>	<u>FY22</u> <u>FTE</u>	<u>FY23</u> <u>FTE</u>	<u>FY24</u> <u>FTE</u>	<u>FY25</u> <u>FTE</u>
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	7.0
Total Full Time Equivalent	7.1	7.1	7.1	7.1	8.1

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

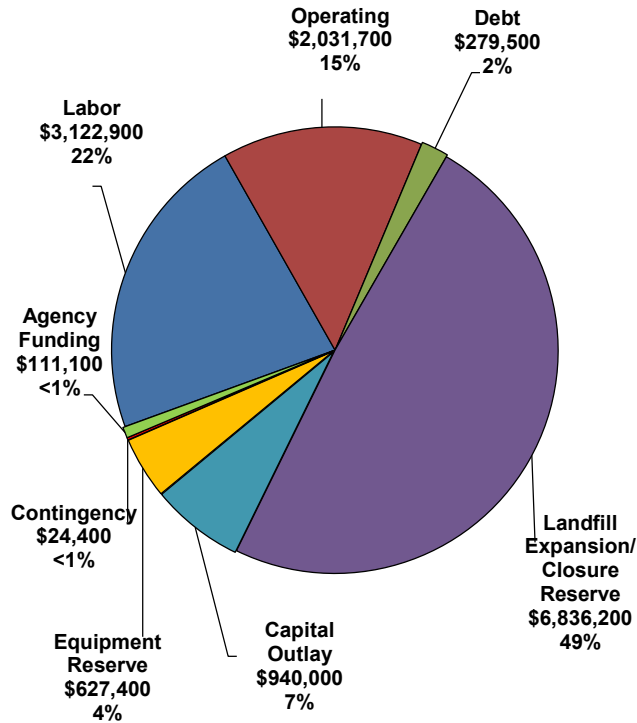
301-932-9038 301-870-5481

<https://www.charlescountymd.gov/services/environmental-resources/landfill>

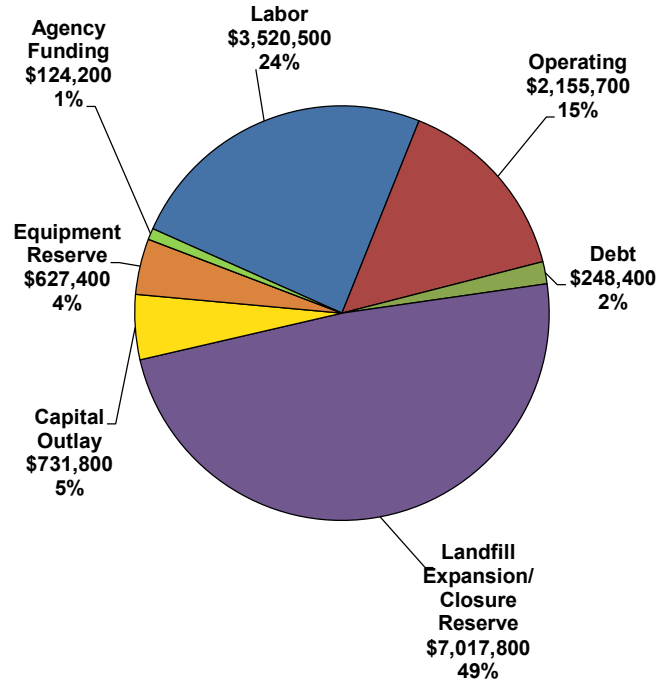
Scalehouse & Landfill 7:30 a.m.-4:00 p.m. M-SA;

Recycling Center 7:30 a.m.-5:00 p.m. M-SA

FY 24 Expenses
Total: \$13,973,200



FY25 Expenses
Total: \$14,425,800



Solid Waste Fees:

Tipping Fee	\$101 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	\$101 per ton / \$15 min fee
Vehicles with trailer Weigh In - Mixed Loads	\$125 per ton / \$15 min fee
Loads of Shingles and Roofing Materials	\$125 per ton / \$15 min fee
Contaminated Soil for Commercial Generators	\$125 per ton / \$15 min fee
Open Top Roll-Off Container	\$125 per ton / \$15 min fee

Objectives & Measurements

<u>Objectives & Measurements:</u>	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<i>Objective: To monitor revenues to ensure compliance with the landfill's long-term financial assurance model.</i>					
Billable Landfill tons received	88,033	98,650	92,373	100,000	107,000
Fee per ton	\$78	\$81	\$85	\$91	\$101
Billable Roll Off tons received	28,767	34,738	33,625	35,000	37,000
Roll Off Fee per ton	\$88	\$88	\$101	\$115	\$125

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 5: Institutional Governance

<i>Objective: To maintain high compaction density and continued utilization of alternative daily cover material to conserve</i>					
Total Tons	121,411	138,943	131,818	136,200	127,700

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resilience and Sustainability

Number of Patrons	94,969	93,991	86,965	89,500	92,600
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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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$2,194,153	\$2,376,900	\$2,370,100	\$2,663,400	\$286,500	12.1%
Fringe Benefits	617,193	746,000	746,000	857,100	111,100	14.9%
Operating Costs	1,896,931	2,031,700	2,061,300	2,155,700	124,000	6.1%
Debt Service	293,357	279,500	279,500	248,400	(31,100)	-11.1%
Agency Funding	91,600	111,100	111,100	124,200	13,100	11.8%
Operating Contingency	0	24,400	0	0	(24,400)	-100.0%
Landfill Expansion/Closure	5,572,700	6,836,200	6,836,200	7,017,800	181,600	2.7%
Capital Outlay	2,018,998	940,000	1,032,000	731,800	(208,200)	-22.1%
Equipment/Tech Reserve	627,400	627,400	627,400	627,400	0	0.0%
Total Expenditures	\$13,312,331	\$13,973,200	\$14,521,800	\$14,425,800	\$452,600	3.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include FY2024 and FY2025 approved salary increases. Funding also includes an increase in the on-call rate to better compensate individuals while on-call and provides funding for holiday pay to address current disparities.
- The **Operating Costs** increase is to support fuel, utilities, supplies, equipment repair and maintenance, credit card processing costs, insurance, and indirect costs.
- **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).
- 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 for the replacement of a road tractor, and to purchase two (2) rough terrain vehicles, a utility tractor, a tractor seeder attachment, and installation of a 50-foot-tall fence around the perimeter of the landfill.
- 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 2035 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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	0.1	0.1
Deputy Director of Public Works - Facilities	0.2	0.2	0.2	0.2	0.2
Chief of Environmental Resources	0.8	0.8	0.8	0.8	0.8
DPW Management Support Coordinator	0.0	0.0	0.0	0.1	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	8.5	8.5	8.5	8.5
Recycling Equipment Operator II - IV	0.0	1.0	1.0	1.0	1.0
Weigh Clerk	5.0	5.0	5.0	5.0	5.0
Environmental Resources Inventory Equipment Manager	0.0	1.0	1.0	1.0	1.0
Office Associate II	1.0	1.0	1.0	1.0	1.0
Landfill Technician Team Leader	1.0	0.0	0.0	0.0	0.0
Landfill Technician	8.0	5.0	5.0	5.0	5.0
Recycling Site Attendant	0.0	3.5	3.5	3.5	3.5
Part Time Positions	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	36.9	39.9	39.9	40.1	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>

Jason Groth, Acting Director of Planning & Growth Mgmt.

Address: 200 Baltimore Street, La Plata, MD 20646

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

Recycling & Litter Control

7:30 a.m. - 4:00 p.m. Monday - Friday

301-932-3599 301-870-2778

Landfill & Piggish: 7:30 a.m.-5:00 p.m. M-Sat.

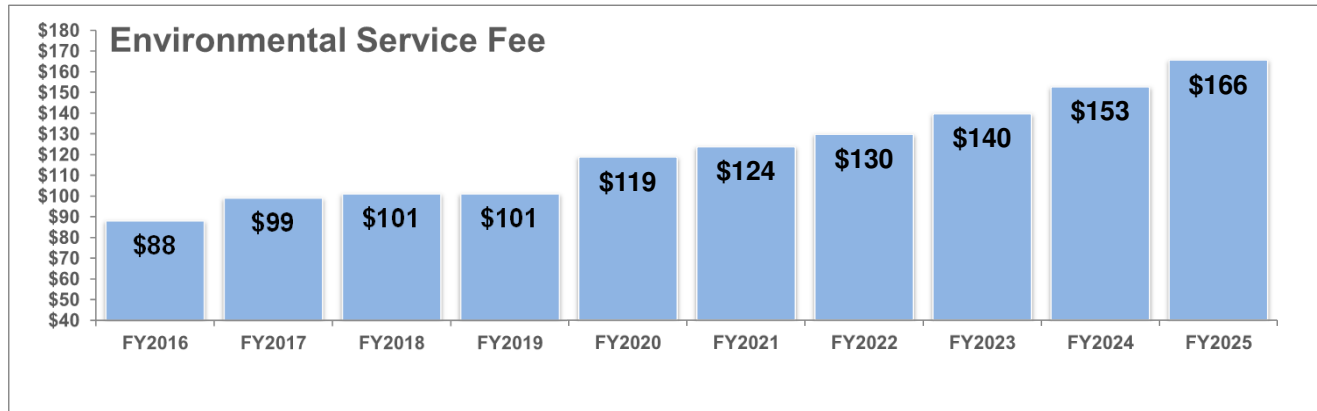
Breeze Farm 9:00 a.m.-5:00 p.m. M, W, Sat.

Gilbert Run: 9:00 a.m.-5:00 p.m. M, W, Sat.

Various Environmental Programs

301-645-0627 301-870-3935

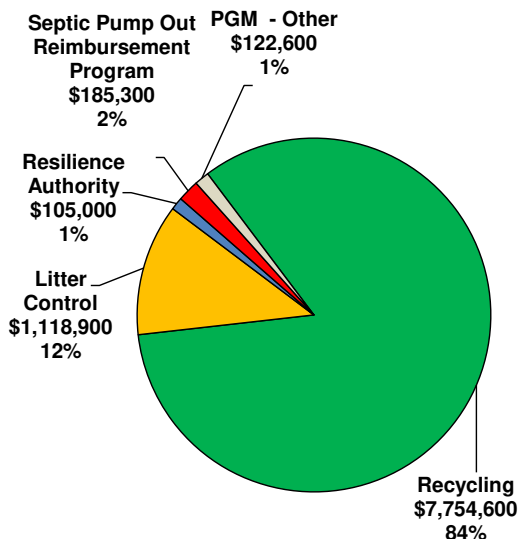
8:00 a.m.-4:30 p.m. M-F



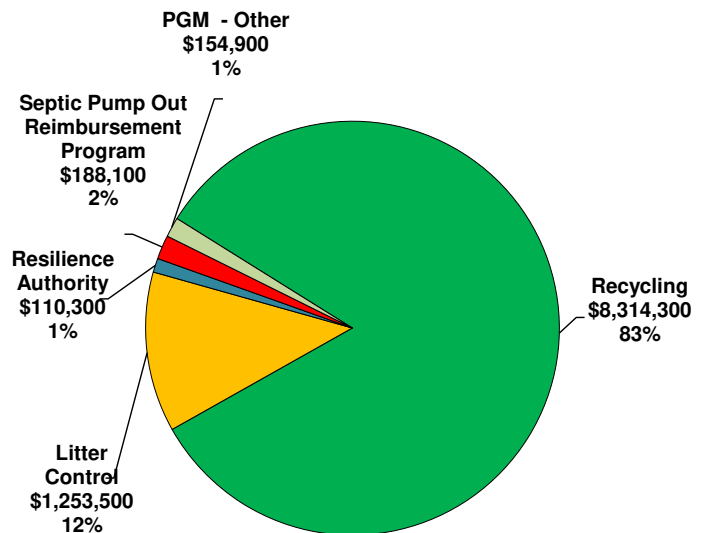
NOTE: The Environmental Service Fee (ESF) is charged annually to each improved property within the County. Improved property is land with one or more structures on it. The current revenue is used to support Recycling and Litter Control programs and to fund dwelling unit septic improvements.

Through the years, the County has raised the ESF fee to expand coverage as needed and to cover other expenditure increases. The FY2025 fee increase covers the increased house count and cost per home for Curbside Collection and Curbside Yard Waste, the new Recycling Citizen Response Coordinator and Environmental Resources Specialist positions and escalating 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 FY2025 ESF fee of \$29, which increased from the FY2024 rate of \$27.

FY2024 Total: \$9,286,400



FY2025 Total: \$10,021,100



Objectives and Measurements

Objectives & Measurements:

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u>Objective: Divert recyclables from the waste stream and exceed the State's mandated recycling rate of 35%.</u>					
Recycling tons	24,075	23,167	24,023	24,100	24,500
Recycling rate (State Mandate = 35%)	CY 41.89%	CY 39.77%	CY 49.69%	CY 49.69%	CY 49.69%

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resilience and Sustainability

Objective: Provide excellent customer service to the residents of Charles County.

# of complaints	140	159	133	130	128
% 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 2023-2026 Goals and Objectives: Goal 5: Institutional Governance

Curbside Collection

Objective: Continue expansion of the curbside collection program into the growth areas.

Curbside collection tons	12,674	11,137	11,450	12,000	12,250
# of homes	48,139	49,541	50,169	51,000	52,000
% of homes in program	86.0%	86.9%	87.8%	87.9%	88.0%
tons per home	0.2633	0.2393	0.2282	0.2300	0.2400
# of complaints	1,030	1,036	1,054	1,100	1,100
# of carts distributed	1,559	1,644	1,766	1,800	1,800

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resilience and Sustainability

Recycling Centers

Objective: Provide comprehensive recycling programs to the residents of Charles County.

Number of Patrons:

Breeze Farm	15,682	17,471	17,633	18,500	19,500
Gilbert Run	10,821	10,490	9,296	10,600	11,600
Landfill	37,835	41,948	43,674	45,000	46,000
Pisgah	<u>33,675</u>	<u>35,525</u>	<u>34,603</u>	<u>36,500</u>	<u>37,500</u>
Total Patrons	98,013	105,434	105,206	110,600	114,600

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resilience and Sustainability

Mulch Facility

Objective: To recycle all yard waste in order to keep it out of Landfill's waste stream.

Yard Waste Tonnage	8,419	9,660	8,036	10,000	11,500
Number of Patrons	23,821	21,955	22,501	23,000	24,500
Household hazardous waste (tons)	29	30	20	20	20
Mulch given away (tons)	2,670	2,832	3,910	4,900	5,900
Used Oil Collected (gallons)	23,972	24,312	29,675	30,000	33,000

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal 4: Resilience and Sustainability

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,441,921	\$1,735,100	\$1,716,670	\$2,046,100	\$311,000	17.9%
Fringe Benefits	384,885	564,000	564,000	618,900	54,900	9.7%
Operating Costs	5,025,202	5,603,400	5,567,630	6,080,600	477,200	8.5%
Debt Service	92,386	87,500	87,500	81,600	(5,900)	-6.7%
Operating Contingency	0	15,100	15,100	4,000	(11,100)	-73.5%
Capital Outlay	629,711	677,500	716,900	506,000	(171,500)	-25.3%
Agency Funding	42,000	50,900	50,900	76,600	25,700	50.5%
Equipment Reserve	121,000	140,000	140,000	154,000	14,000	10.0%
Total Expenditures	\$7,737,105	\$8,873,500	\$8,858,700	\$9,567,800	\$694,300	7.8%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases as well as the full year impact of the two FY2024 approved Recycling Site Attendant positions. In addition, the FY2025 budget includes:
 - A new Recycling Citizen Response Coordinator position and an Environmental Resources Specialist position, to improve customer service, site maintenance, and safety protocols.
 - Funding to provide holiday pay compensation to eligible full time employees who provide services to citizens when the county government is closed.
- **Operating Costs** increase includes funding to support the rising house count and CPI increase for curbside collection and curbside yard waste, to accommodate the mattress recycling services and food scrape processing and the implementation of a second litter control contract, as well as the escalating costs for vehicle fuel. Additional funding is included to support new positions.
- **Debt Service** includes funding to bank finance equipment.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.
- The FY2025 **Capital Outlay** budget is for the replacement of a 4x4 pickup truck, a roll-off truck, and purchase of 95 gallon recycling carts for service expansion and resident requests.
- **Agency Funding** includes the fund's share of Other Post Employment Benefits (OPEB).
- The **Equipment Reserve** budget is to replace future equipment.

Description:

The Recycling Division provides comprehensive recycling services to the residents of Charles County and has achieved a 45.69% recycling rate and a 4% source reduction credit equaling a total waste diversion rate of 49.69%. By the end of FY2025, approximately 52,000 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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	0.1	0.1
Management Support Coordinator	0.0	0.0	0.0	0.1	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 Citizen Response Coordinator	0.0	0.0	0.0	0.0	1.0
Litter Control Manager	0.0	0.0	1.0	1.0	1.0
Recycling Contract Field Manager	1.0	1.0	1.0	1.0	1.0
Recycling Contract Manager	1.0	1.0	1.0	1.0	1.0
Inventory Specialist	0.1	0.1	0.1	0.1	0.1
Equipment Operator Team Leader	1.0	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 Team Leader	3.0	3.0	3.0	3.0	3.0
Recycling Equipment Operator II	0.0	1.0	1.0	1.0	1.0
Litter Control Technician	0.0	0.0	6.0	6.0	6.0
Landfill Equipment Operator II	0.0	0.5	0.5	0.5	0.5
Environmental Resources Specialist	0.0	0.0	0.0	0.0	1.0
Administrative Associate	0.1	0.1	0.1	0.1	0.1
Recycling Site Attendant Team Leader	1.0	0.0	0.0	0.0	0.0
Recycling Specialist	1.0	1.0	1.0	1.0	1.0
Recycling Site Attendant	3.0	2.5	2.5	4.5	4.5
Part Time Positions	14.0	14.0	10.4	10.4	10.4
Total Full Time Equivalent	30.0	30.0	33.4	35.5	37.5

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$69,954	\$99,400	\$99,400	\$126,100	\$26,700	26.9%
Fringe Benefits	25,905	37,500	37,500	43,500	6,000	16.0%
Operating Costs	96,261	170,100	170,100	173,300	3,200	1.9%
Operating Contingency	0	900	900	100	(800)	-88.9%
Total Expenditures	\$192,120	\$307,900	\$307,900	\$343,000	\$35,100	11.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases as well as a new Planning Technician position, which is partially allocated to the Watershed Protection and Restoration Fund, to process development review applications and assist with expanding the County's stormwater management programs.
- The **Operating Costs** reflects anticipated increases for FY2025.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.

Positions:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Climate Resilience and Sustainability Officer	0.0	0.5	0.5	0.5	0.5
Planner I - II	0.0	0.3	0.3	0.8	1.0
PGM Support Specialist	0.0	0.0	0.1	0.1	0.1
Total Full Time Equivalent	0.0	0.8	0.9	1.4	1.6

Department: Resilience Authority
Division \ Program: Resilience Authority **Fund:** Enterprise
Program Administrator: Stacy Schaefer, Executive Director

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Transfers Out	\$100,000	\$105,000	\$105,000	\$110,300	\$5,300	5.0%
Total Expenditures	\$100,000	\$105,000	\$105,000	\$110,300	\$5,300	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.

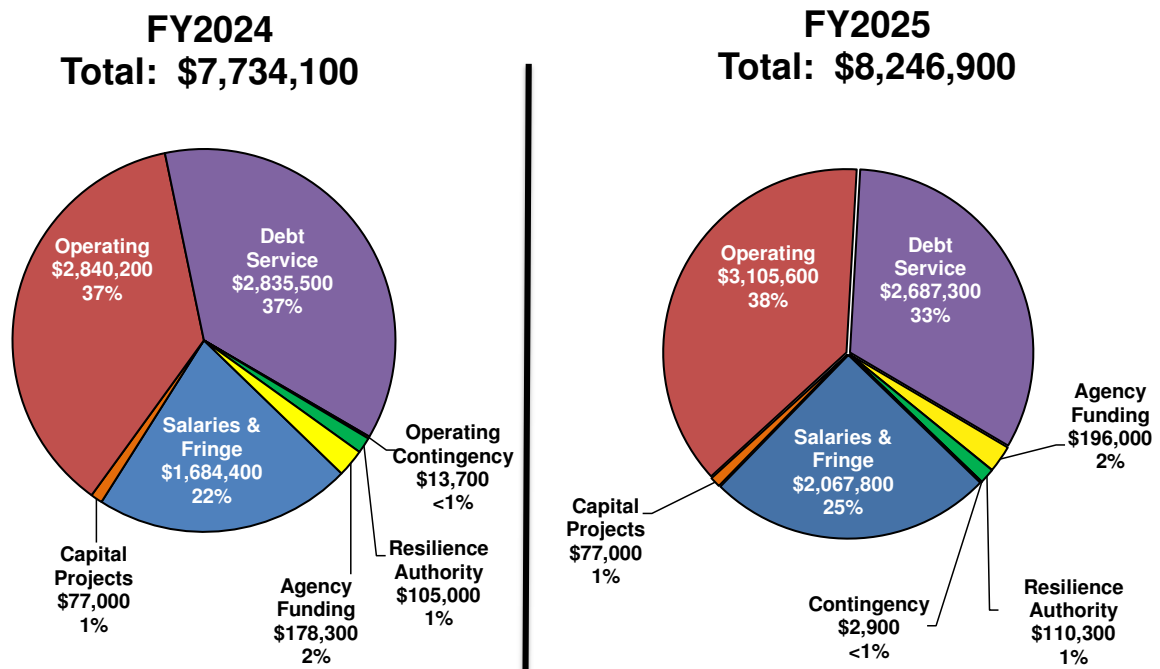
Watershed Protection and Restoration Fund

Jason Groth, Acting Director of Planning & Growth Management
Address: 200 Baltimore St., La Plata, MD 20646

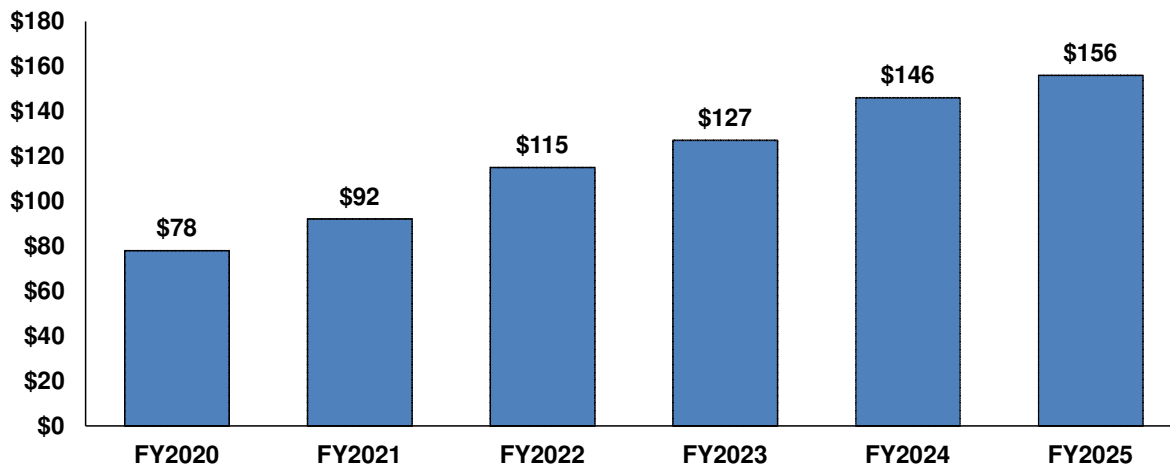
301-645-0627 301-870-3935
8:00 a.m.-4:30 p.m. M-F

[Watershed Planning and Monitoring | Charles County, MD \(charlescountymd.gov\)](http://charlescountymd.gov)

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 \$156 per improved property in FY2025. 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.



Stormwater Remediation Fee



Objectives & Measurements

Objectives & Measurements:	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<u><i>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.</i></u>					
a) Illicit Discharge Detection and Elimination	100 outfalls	105 outfalls	100 outfalls	100 outfalls	100 outfalls
Inspection & Upland Visual Surveys	313 surveys	485 surveys	450 surveys	200 surveys	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	1	3	3	1
d) Small Watershed Water Quality Monitoring (Chemical, Biological, Geomorphic, Best Management Practice Assess) - # of samples/surveys	18	24	12	25	26
e) Large Watershed Water Quality Monitoring (Chemicals) - # of samples	24	19	24	24	24
f) Public Outreach and Education Program - # of events	9	9	12	12	12
g) Public Service Announcements - # TV, Radio, Social Media Spots	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	328,682 TV Impressions/72 radio spots/30,800 webpage views	359,000 TV spots/300 radio spots/32,000 webpage views	400,000 TV spots/300 radio spots/35,000 webpage views
h) WPRP Appeal, Credit, and Hardship Processing					
Property owners receiving a 50% Credit.	96	98	56	75	75
Property owners receiving a 100% Exemption.	2	4	4	4	4
i) Grants - # awarded	2	2	4	2	3
<u><i>Planning Objective: to maintain compliance with the County's Municipal National Pollutant Discharge Elimination System (NPDES) stormwater permits, Source Identification task.</i></u>					
NPDES Stormwater Best Management Practices (BMPs) GIS Infrastructure Mapping	179 Macro BMPs 292 Micro BMPs	583 Macro/ 302 Micro BMPs	697 Macro/ 910 Micro BMPs	20 Macro/ 500 Micro BMPs	20 Macro/ 500 Micro BMPs
<u><i>CPIS Objective: Stormwater Maintenance laws mandates that the County inspect all public and private</i></u>					
Stormwater management maintenance inspections (Macro BMPs)	4,423	1,604	3,306	5,458	6,500
<u><i>Roads Objective: To reduce pollution in the Chesapeake Bay Watershed.</i></u>					
Number of storm water basins/inlets inspected	4,990	5,084	5,783	5,125	5,300
Number of storm water basins/inlets cleaned	46	59	28	80	40
Number of storm water basins/inlets repaired	27	53	35	50	45
Tons of trash/debris removed from basins/inlets	319.2	60.7	115.1	175.0	165.0
Number of storm water management ponds cleaned/repaired	341	393	455	350	425
Tons of trash/debris removed by street sweeping	142.0	157.0	89.0	175.0	145.0

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$554,973	\$500,200	\$495,340	\$570,300	\$70,100	14.0%
Fringe Benefits	126,915	121,100	123,300	161,600	40,500	33.4%
Operating Costs	698,300	887,300	954,220	947,800	60,500	6.8%
Agency Funding	112,590	178,300	178,300	196,000	17,700	9.9%
Operating Contingency	0	5,000	5,000	0	(5,000)	-100.0%
Debt Service	2,331,480	2,835,500	3,080,020	2,687,300	(148,200)	-5.2%
Capital Projects	77,000	77,000	77,000	77,000	0	0.0%
Total Expenditures	\$3,901,258	\$4,604,400	\$4,913,180	\$4,640,000	\$35,600	0.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. The FY2025 budget also includes funding for three new positions as follows:
 - Planning Technician to support Environmental Planning with processing development review applications, implementing the requirements of the NPDES MS4 permit, and to assist in expanding the County's stormwater management programs. This position will be partly funded by the Environmental Service Fund.
 - Planner I to provide technical and programmatic support for the watershed protection program as well as assist in managing Municipal Stormwater Permit tasks. This position will be partly funded by the Water and Sewer Fund.
- The **Operating Costs** increase is mainly due to the consolidation of some items from the Department of Public Works (DPW) Administration Division and Planning and Growth Management (PGM) Infrastructure Management Division to the Planning Division.
- **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 13.5 million spat on shell oysters in the Wicomico River.
- **Debt Service** represents principal and interest payments on stormwater management bonds.
- The FY2025 **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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	0.2	0.2	0.2
Assistant to the Director	0.1	0.1	0.1	0.1	0.1
Planning Supervisor	0.3	0.3	0.0	0.0	0.0
Climate Resilience and Sustainability Off.	0.0	0.5	0.5	0.5	0.5
Engineer III	0.0	1.0	1.0	0.0	0.0
Engineer II	1.0	1.0	1.0	0.0	0.0
GIS Analyst	0.3	0.3	0.3	0.3	0.3
Planner I-III	2.0	1.8	1.8	2.3	3.0
Planning Technician	0.0	0.0	0.0	0.0	0.8
Assistant to the Chief of Planning	0.0	0.0	0.0	0.3	0.3
PGM Support Specialist	0.0	0.0	0.3	0.3	0.3
Administrative Associate	0.3	0.3	0.3	0.0	0.0
Total Full Time Equivalent	4.5	5.7	5.8	4.3	5.8

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$382,868	\$264,400	\$263,300	\$331,900	\$67,500	25.5%
Fringe Benefits	105,360	76,800	76,800	98,200	21,400	27.9%
Operating Costs	38,806	66,200	71,030	99,600	33,400	50.5%
Operating Contingency	0	3,200	0	0	(3,200)	-100.0%
Total Expenditures	\$527,034	\$410,600	\$411,130	\$529,700	\$119,100	29.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. A new Inspector I position was approved to comply with State mandates in the Municipal Separate Storm Sewer regulations which requires the County to perform inspections of all stormwater management facilities.
- **Operating Costs** increase is mainly due to contract pricing increases expected for FY2025.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Chief of CPIS	0.1	0.1	0.1	0.1	0.1
Engineer Supervisor	0.1	0.1	0.3	0.0	0.0
Engineer I - III	1.8	1.8	1.7	0.0	0.0
Inspection Supervisor	1.0	1.0	1.0	1.0	1.0
Inspector	2.0	2.0	2.0	2.0	3.0
Administrative Associate	0.1	0.1	0.1	0.1	0.1
PGM Support Specialist	0.0	0.0	1.0	1.0	1.0
Total Full Time Equivalent	5.0	5.0	6.1	4.1	5.1

Watershed Protection and Restoration Fund

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$0	\$303,800	\$303,800	\$367,300	\$63,500	20.9%
Fringe Benefits	0	89,700	89,700	100,500	10,800	12.0%
Operating Costs	0	9,100	9,100	9,300	200	2.2%
Operating Contingency	0	3,200	3,200	800	(2,400)	-75.0%
Total Expenditures	\$0	\$405,800	\$405,800	\$477,900	\$72,100	17.8%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases, as well as two new Engineer I positions that will be partly funded by the Water & Sewer Fund. These Engineers are needed to manage new capital projects and to ensure that the scope and final designs of the projects will meet the initial plan/vision.
- **Operating Costs** increase provides funds in support of the new FY2025 positions.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.

Description:

The Infrastructure Management Division is responsible for the construction plan review process and management of public infrastructure. The development services section focuses on reviewing construction plans to ensure they follow Federal, State, and County ordinances, specifications, and standards. They facilitate the permitting and dedication process related to the provision of infrastructure whether it be development or County projects.

The capital projects section is responsible for planning, coordination, and management of public infrastructure. The public infrastructure includes public water and sewer, public transportation facilities, and stormwater management. Additionally, the capital projects section is tasked with resource management which 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, modeling the County's water and sewer system, and coordination with Federal, State, and local resource agencies.

Positions:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Assistant to the Chief	0.0	0.0	0.0	0.3	0.3
Engineer Supervisor	0.0	0.0	0.0	0.3	0.3
Engineer I - III	0.0	0.0	0.0	3.5	4.0
Total Full Time Equivalent	0.0	0.0	0.0	4.0	4.5

Watershed Protection and Restoration Fund

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$0	\$27,800	\$27,800	\$29,300	\$1,500	5.4%
Fringe Benefits	0	7,200	7,200	7,700	500	6.9%
Operating Costs	0	800	800	0	(800)	-100.0%
Operating Contingency	0	600	600	1,800	1,200	200.0%
Total Expenditures	\$0	\$36,400	\$36,400	\$38,800	\$2,400	6.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Costs** were for one-time items in FY2024.
- **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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Director of Public Works	0.0	0.0	0.0	0.1	0.1
Deputy Director of Public Works/Facilities	0.0	0.0	0.0	0.1	0.1
DPW Human Resources Liaison	0.0	0.0	0.0	0.1	0.1
Assistant to the Director	0.0	0.0	0.0	0.1	0.1
Management Support Specialist	0.0	0.0	0.0	0.1	0.1
Total Full Time Equivalent	0.0	0.0	0.0	0.3	0.3

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$69,660	\$72,300	\$72,300	\$77,200	\$4,900	6.8%
Fringe Benefits	20,145	22,600	22,600	24,900	2,300	10.2%
Operating Costs	155,958	356,900	356,900	391,000	34,100	9.6%
Total Expenditures	\$245,762	\$451,800	\$451,800	\$493,100	\$41,300	9.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Costs** increase is mostly to support Marsh Maintenance Monitoring costs in order to remain compliant with established permits, and to provide additional funding for routine operations including spill containment.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$91,926	\$153,500	\$160,110	\$229,700	\$76,200	49.6%
Fringe Benefits	23,700	45,000	45,000	69,200	24,200	53.8%
Operating Costs	1,197,238	1,439,900	1,433,890	1,617,900	178,000	12.4%
Operating Contingency	0	1,700	1,700	300	(1,400)	-82.4%
Total Expenditures	\$1,312,864	\$1,640,100	\$1,640,700	\$1,917,100	\$277,000	16.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases, as well as a new position of Assistant Chief of Roads that will oversee staff and contractors performing road maintenance, stormwater management, surface treatments, and snow removal operations.
- **Operating Costs** increase is to support increased maintenance and repair of aging stormwater systems and facilities, as well as inlet cleaning and inspections due to rise in population and increased traffic on the roadways.
- **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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Roads	0.0	0.0	0.0	0.1	0.1
Assistant Chief of Roads	0.0	0.0	0.0	0.0	1.0
Bridge Project Manager	0.2	0.2	0.3	0.4	0.4
Roads Project Manager	0.0	0.0	0.3	0.4	0.4
Roads Construction Inspector	0.0	0.0	0.3	0.4	0.4
Total Full Time Equivalent	0.2	0.2	0.8	1.3	2.3

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	\$29,499	\$30,000	\$30,000	\$30,000	\$0	0.0%
Total Expenditures	\$29,499	\$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.

Watershed Protection and Restoration Fund

Department: County Attorney
Division \ Program: County Attorney **Fund:** Enterprise
Program Administrator: Wes Adams, County Attorney

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Operating Costs	\$0	\$50,000	\$50,000	\$10,000	(\$40,000)	-80.0%
Total Expenditures	\$0	\$50,000	\$50,000	\$10,000	(\$40,000)	-80.0%

Changes and Useful Information:

- The **Operating Costs** represents the estimated FY2025 legal fees associated with the NPDES permit. These fees are for appealing our permit requirement.

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Transfers Out	\$100,000	\$105,000	\$105,000	\$110,300	\$5,300	5.0%
Total Expenditures	\$100,000	\$105,000	\$105,000	\$110,300	\$5,300	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

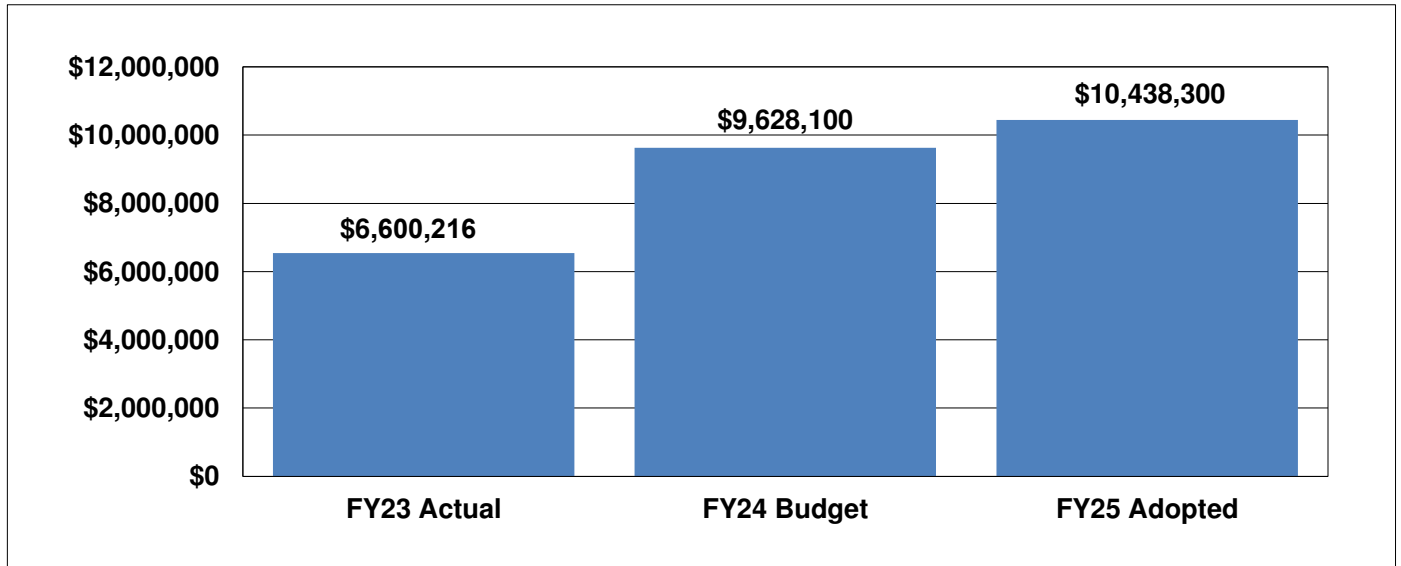
Jason Groth, Acting Director of Planning & Growth Management

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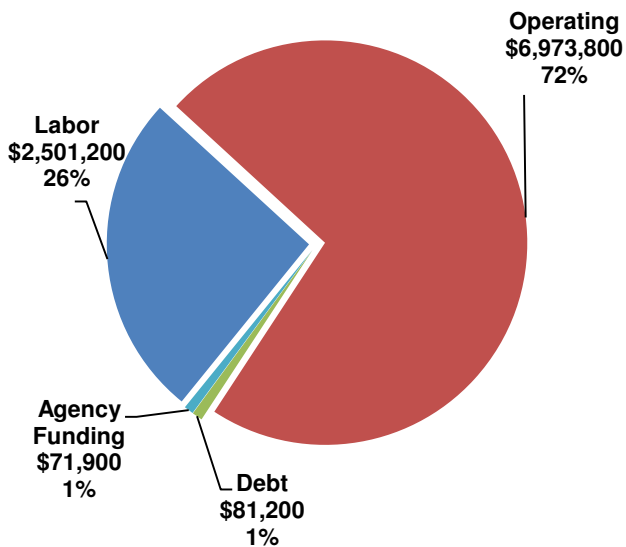
Address: 200 Baltimore St., La Plata, MD 20646

8:00 a.m.-4:30 p.m. M-F

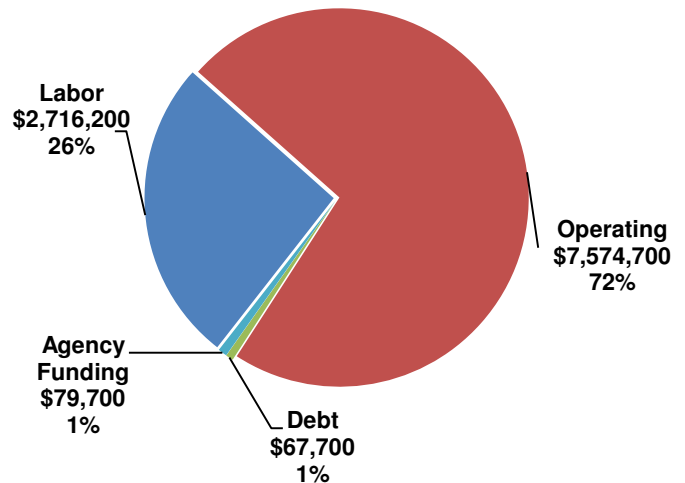
<https://www.charlescountymd.gov/government/planning-and-growth-management>



FY24
Total: \$9,628,100



FY25
Total: \$10,438,300



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:	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
<i><u>Objective: Investigate, analyze, and streamline building permit services provided by PGM.</u></i>					
Total number of building electrical, plumbing, water, sewer, and mechanical inspections performed by the contracted building and trades inspections agency	26,344	29,798	30,595	32,000	27,000
Building & Trade Permit Inspections - Infrastructure	3,874	4,448	4,616	5,109	5,200
<i><u>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.</u></i>					
Number of Field Visits Performed by Building Code Enforcement	1,627	1,558	1,130	1,700	1,750
Number of New Building Code Violation Cases Created	378	431	585	700	850
Number of Building Code Violation Cases Closed or Resolved	236	312	360	450	700
Total number of Development Service Permit Inspectio	N/A	N/A	7,576	7,702	8,000
Total number of Code Case, Request/Nonpermit Related Inspections-Infrastructure Team	610	513	460	700	700
<i><u>Objective: Investigate, analyze, and streamline development services permits provided by PGM.</u></i>					
Development Services Applications	172	288	204	250	225

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$116,529	\$174,900	\$173,890	\$85,700	(\$89,200)	-51.0%
Fringe Benefits	43,937	51,400	51,400	20,600	(30,800)	-59.9%
Operating Costs	102,600	152,800	152,800	214,700	61,900	40.5%
Agency Funding	59,200	71,900	71,900	79,700	7,800	10.8%
Operating Contingency	0	1,700	1,700	0	(1,700)	N/A
Total Expenditures	\$322,266	\$452,700	\$451,690	\$400,700	(\$1,010)	-11.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. Also reflects an approved FY2024 mid-year reallocation of one full-time and a part-time position to the General Fund.
- The **Operating Costs** increase includes the consolidation of expenses into the Administration Division as well as funding to support increase in cost for conferences.
- **Agency Funding** represents funding to support the County's Other Post Employment Benefits (OPEB) plan.

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, coordination with the Citizens' Liaison issues; maintenance of the record retention policy; dedication of roads and water and sewer systems; property acquisitions; auction of surplus county properties; developing policies and procedures; grants administration; and personnel management.

Positions:

<u>Title</u>	<u>FY20 FTE</u>	<u>FY21 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	0.2	0.2	0.2
Chief of Administrative Operations	0.2	0.4	0.0	0.0	0.0
PGM Special Projects Manager	0.1	0.1	0.0	0.0	0.0
Assistant to the Director	0.1	0.1	0.2	0.2	0.2
Permit Office Supervisor	0.0	0.5	0.0	0.0	0.0
Right of Way & Bonding Specialist	0.0	0.5	0.5	0.5	0.5
Fiscal Support Specialist	0.0	0.8	0.8	0.0	0.0
Permit Technician	0.0	0.3	0.0	0.0	0.0
Permit Specialist	0.0	1.0	0.0	0.0	0.0
Office Associate II	0.0	0.3	0.0	0.0	0.0
Part-Time	0.4	0.4	0.4	0.0	0.0
Total Full Time Equivalent	1.2	4.6	2.1	1.0	1.0

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$0	\$372,700	\$372,700	\$516,800	\$144,100	38.7%
Fringe Benefits	0	95,400	95,400	143,000	47,600	49.9%
Operating Costs	0	369,400	581,260	456,100	86,700	23.5%
Operating Contingency	0	3,700	3,700	0	(3,700)	N/A
Total Expenditures	\$0	\$841,200	\$1,053,060	\$1,115,900	\$274,700	32.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases. The budget also supports two new Engineer I positions to support the Engineer II personnel with development service and building permits and other initiatives.
- The **Operating Costs** increase is to support elevated costs and volume of invoicing for contracted services and Development Services Plan Review. Funding is also included to support the new FY2025 positions.
- **Revenues** were consolidated with Development Engineering Review and represent expected revenues for

Description

The Infrastructure Management Division is responsible for the construction plan review process and management of public infrastructure. The development services section focuses on reviewing construction plans to ensure they follow Federal, State, and County ordinances, specifications, and standards. They facilitate the permitting and dedication process related to the provision of infrastructure whether it be development or County projects.

The capital projects section is responsible for planning, coordination, and management of public infrastructure. The public infrastructure includes public water and sewer, public transportation facilities, and stormwater management. Additionally, the capital projects section is tasked with resource management which 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, modeling the County's water and sewer system, and coordination with Federal, State, and local resource agencies.

Positions:

<u>Title</u>	<u>FY20 FTE</u>	<u>FY21 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Chief of Infrastructure Management	0.0	0.0	0.0	0.5	0.5
Assistant to the Chief	0.0	0.0	0.0	0.5	0.5
Engineer Supervisor	0.0	0.0	0.0	0.3	0.3
Engineer I - III	0.0	0.0	0.0	2.5	4.5
Permit Specialist	0.0	0.0	0.0	0.5	0.5
Total Full Time Equivalent	0.0	0.0	0.0	4.2	6.2

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$1,257,481	\$1,131,100	\$1,127,730	\$1,228,400	\$97,300	8.6%
Fringe Benefits	318,695	327,100	327,100	315,700	(11,400)	-3.5%
Operating Costs	4,057,798	5,690,600	6,124,680	5,838,900	148,300	2.6%
Debt Service	65,304	81,200	81,200	67,700	(13,500)	-16.6%
Operating Contingency	0	266,200	266,200	250,000	(16,200)	-6.1%
Total Expenditures	\$5,699,278	\$7,496,200	\$7,926,910	\$7,700,700	\$430,710	2.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- The **Operating Costs** increase is to support anticipated increases in contract services, fuel and other miscellaneous expenses.
- **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.
- **Revenues** were adjusted based on current trends.

Description:

The Codes, Permits & Inspection Services Division is comprised of two sections which provides services relating to regulatory compliance of both building and infrastructure construction for a variety of projects built within Charles County. These types of projects include residential, commercial, industrial, institutional as well as environmental. Their mission is to protect the health, safety, and general welfare of the citizenry and safeguard the natural resources of the County by ensuring the quality and integrity of the County's housing stock and infrastructure, promoting economic development by maintaining the quality of commercial construction, protection of the environment, and provide prompt review of permit documents. They also assist the Planning Division in performing inspections to ensure compliance of Critical Area, SDAR, and Forest conservation measures as well as all other laws and codes.

The two sections within the division are Building & Trades and Infrastructure. Within the Building and Trades section, staff is responsible for permitting including the plan review of the architectural review and the inspections of the structure and associate trade permits in accordance with the Building Construction Code (Code of Charles County Maryland, Chapter 224) which covers both residential and commercial construction, plumbing, mechanical, electrical, energy conservation and fuel gas.

The Infrastructure section performs inspection services for compliance to Federal/State and County codes and regulations for projects related to stormwater management; storm drainage; water; sewer; road; grading; and sediment & erosion control. These projects include residential/commercial building permits, residential communities, commercial development, capital improvement projects, and environmental restoration projects. The Infrastructure section is delegated enforcement and inspection of erosion and sediment control by the Maryland Department of Environment. This section also performs inspections of existing stormwater management facilities to ensure they are in the proper operational condition in accordance with Federal/State/County requirements.

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:	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Codes, Permits, & Inspection Services	0.5	0.5	0.5	0.4	0.4
Chief of Infrastructure Management	0.0	0.0	0.5	0.0	0.0
Engineer Supervisor	0.3	0.3	0.3	0.0	0.0
Citizen Response Coordinator	0.2	0.2	0.0	0.0	0.0
Engineer I-III	3.1	3.1	2.7	0.2	0.2
Inspections Superintendent	0.7	0.7	0.7	0.7	0.7
Permits Processing Supervisor	0.5	0.0	0.0	0.0	0.0
Construction Inspection Supervisor	1.8	1.8	0.0	0.0	0.0
Building Code Official	0.8	0.8	0.9	0.9	0.9
Code Inspection & Enforcement Officer Supervisor	0.0	0.0	0.0	1.0	1.0
Code Inspection & Enforcement Officer	1.0	1.0	2.3	3.3	3.3
Inspection Supervisor	0.2	0.2	2.2	2.0	2.0
Assistant to the CPIS	0.5	0.0	0.0	0.0	0.0
Assistant Property Acquisition Manager	0.0	0.5	0.0	0.0	0.0
Inspectors I-II	5.1	4.2	6.9	6.5	6.5
Right of Way & Bonding Specialist	0.5	0.0	0.0	0.0	0.0
Project Administrative Specialist	0.5	0.0	0.0	0.0	0.0
Inspections Technician	0.0	0.0	0.0	2.0	2.0
Permit Technician	0.3	0.0	0.0	0.0	0.0
Permits Specialist	1.0	0.0	0.5	0.0	0.0
Administrative Associate	0.9	0.5	0.5	0.4	0.4
Office Associate I - III	0.6	0.0	0.0	0.0	0.0
Part-Time	1.3	1.3	1.3	1.3	1.3
Total Full Time Equivalent	19.8	15.1	19.3	18.7	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	(\$23,472)	\$0	\$0	\$0	\$0	N/A
Fringe Benefits	2,950	0	0	0	0	N/A
Operating Costs	33,739	68,200	68,200	68,200	0	0.0%
Operating Contingency	0	19,800	19,800	0	(19,800)	N/A
Total Expenditures	\$13,217	\$88,000	\$88,000	\$68,200	(\$19,800)	-22.5%

Changes and Useful Information:

- **Operating Costs** funding supports contractual work related to antenna permit reviews.

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	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Assistant Chief of Planning	0.0	0.0	0.0	0.0	0.0
Administrative Associate	0.3	0.3	0.0	0.0	0.0
Planning Supervisor	0.3	0.3	0.0	0.0	0.0
Planner I - III	1.4	1.5	0.0	0.0	0.0
Planning Technician	0.5	0.3	0.0	0.0	0.0
Part-Time	0.3	0.3	0.0	0.0	0.0
Total Full Time Equivalent	2.7	2.7	0.0	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	FY2023 Actual	FY2024 Budget	FY2024 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg.
Personal Services	\$226,218	\$314,700	\$314,700	\$371,300	\$56,600	18.0%
Fringe Benefits	22,606	33,900	33,900	34,700	800	2.4%
Operating Costs	316,632	400,000	728,900	746,800	346,800	86.7%
Operating Contingency	0	1,400	1,400	0	(1,400)	N/A
Total Expenditures	\$565,456	\$750,000	\$1,078,900	\$1,152,800	\$402,800	53.7%
Revenues	\$724,085	\$750,000	\$1,078,900	\$1,152,800	\$402,800	53.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Cost** increase is primarily due to anticipated costs for credit card processing. Additional funding is included for a consultant to provide support for the Energov program with technical build-outs, best practice solutions and training.
- **Revenues** represent expected proceeds and reflect an increase in the Technology Fee from 4% to 5%.

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:

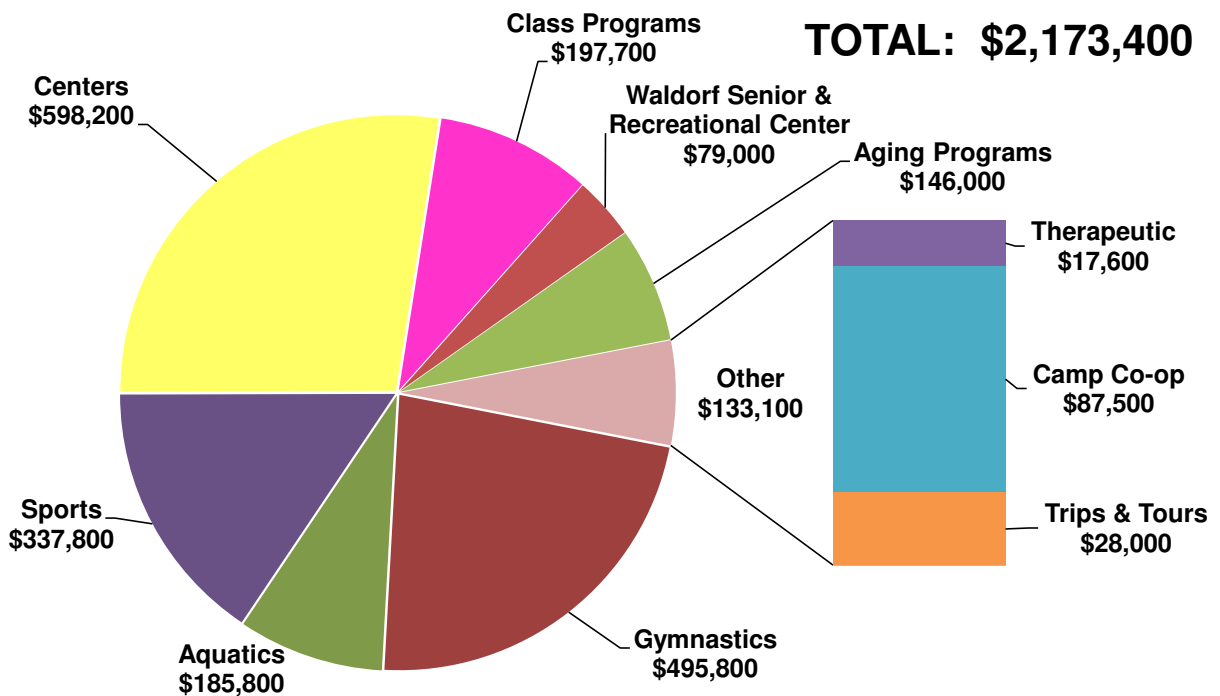
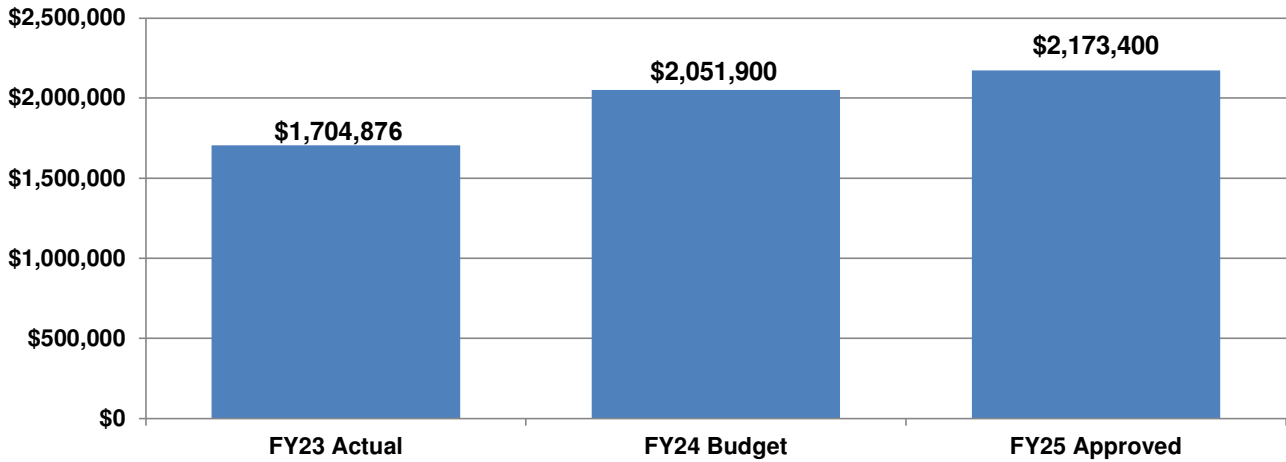
<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Chief of Administrative Operations	0.0	0.0	0.2	0.2	0.2
Administrative Coordinator	0.0	0.0	0.0	0.3	0.3
PGM Special Projects Manager	0.9	0.9	1.0	1.0	1.0
Total Full Time Equivalent	0.9	0.9	1.2	1.4	1.4
Allocated from General Fund	1.0	1.0	1.0	1.0	1.0
Net Cost to Inspection	1.9	1.9	2.2	2.4	2.4

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	FY2023 Actual	FY2024 Adopted	FY2025 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg
Personal Services	\$935,216	\$1,231,000	\$1,230,790	\$1,221,200	(\$9,800)	-0.8%
Fringe Benefits	91,195	97,300	97,300	96,100	(1,200)	-1.2%
Operating Costs	590,797	581,100	655,310	704,200	123,100	21.2%
Operating Contingency	0	2,700	2,700	5,900	3,200	118.5%
Total Expenditures	\$1,617,208	\$1,912,100	\$1,986,100	\$2,027,400	\$115,300	6.0%
Revenues	\$1,962,932	\$1,912,100	\$1,986,100	\$2,027,400	\$115,300	6.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2024 and approved FY2025 salary increases and adjustments to the part time scale for scheduled minimum wage increases.
- Operating budget increase includes additional contract services for sports and class programs based on increased usage and provides funding to support more instructors for programs associated with sports and summer camps.

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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Sports Program Supervisor	1.0	1.0	0.0	0.0	0.0
Sports Coordinator	0.0	0.0	1.0	0.0	0.0
Recreation and Leisure Program Specialist	1.0	0.0	0.0	0.0	0.0
Part Time Positions	32.2	22.2	22.2	21.9	21.9
Total Full Time Equivalent	34.2	23.2	23.2	21.9	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	FY2023 Actual	FY2024 Adopted	FY2025 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg
Personal Services	\$0	\$3,400	\$3,400	\$3,500	\$100	2.9%
Fringe Benefits	0	400	400	400	0	0.0%
Operating Costs	7,533	6,600	6,600	6,600	0	0.0%
Operating Contingency	0	300	300	1,700	1,400	466.7%
Total Expenditures	\$7,533	\$10,700	\$10,700	\$12,200	\$1,500	14.0%
Revenues	\$11,286	\$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 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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	FY2023 Actual	FY2024 Adopted	FY2025 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg
Personal Services	\$10,882	\$55,600	\$53,400	\$57,000	\$1,400	2.5%
Fringe Benefits	788	4,300	4,300	4,400	100	2.3%
Operating Costs	68,465	69,200	92,190	71,400	2,200	3.2%
Operating Contingency	0	0	0	1,000	1,000	N/A
Capital Outlay	0	0	40,830	0	0	N/A
Total Expenditures	\$80,135	\$129,100	\$190,720	\$133,800	\$4,700	3.6%
Revenues	\$166,919	\$132,800	\$194,420	\$139,000	\$6,200	4.7%

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** is 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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 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	FY2023 Actual	FY2024 Adopted	FY2025 Amended	FY2025 Adopted	\$ Change from FY2024	% Chg
Operating Costs	\$207,341	\$138,800	\$142,200	\$138,800	\$0	0.0%
Total Expenditures	\$207,341	\$138,800	\$142,200	\$138,800	\$0	0.0%
Revenues	\$175,673	\$138,800	\$142,200	\$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

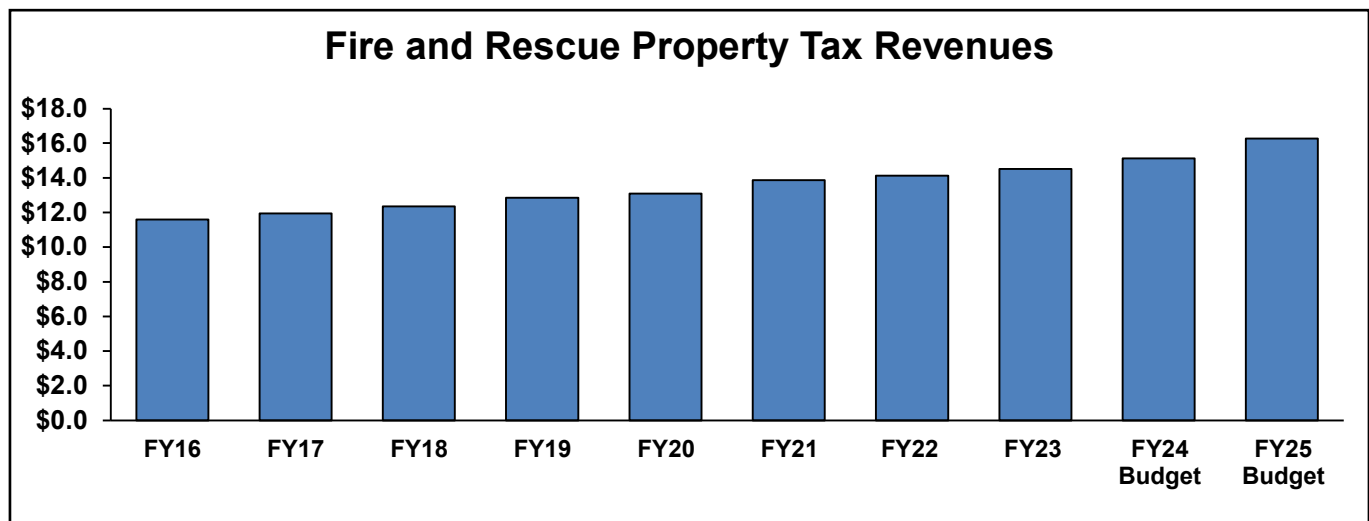
Special Revenue Funds are used to account for revenues that are legally restricted or formally designated for a particular purpose. The best examples of special revenue funds are State and Federal grant awards that have specific requirements associated with eligible program costs.

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 assist 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 ERAP program runs through September 30, 2025. The FY2025 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 are generally considered capital grant projects. The County 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 FY2025, 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 including the 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, and 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, and 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.

Nationwide settlements were reached to resolve opioid litigation brought by states and local political subdivisions against the pharmaceutical distributors. Consistent with the National Settlement Agreement and

SPECIAL REVENUE FUNDS

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 FY2025 general fund budget will continue to support full-time Community Options Waiver personnel. The FY2025 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 the 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. Planning has also acquired grant funds for the Façade Improvement Program, specifically for Waldorf Urban Redevelopment Corridor (WURC), which allows the County to pass through funding to businesses with targeted improvements to their buildings and/or sites.

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 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 can secure bank loans and ultimately, the program will be self-sustaining through repayments and accrued interest.

State grant funding provides support for 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 the same tax revenues generated in their jurisdiction in the previous year to that year; and, on the estimated impact of international visitation.

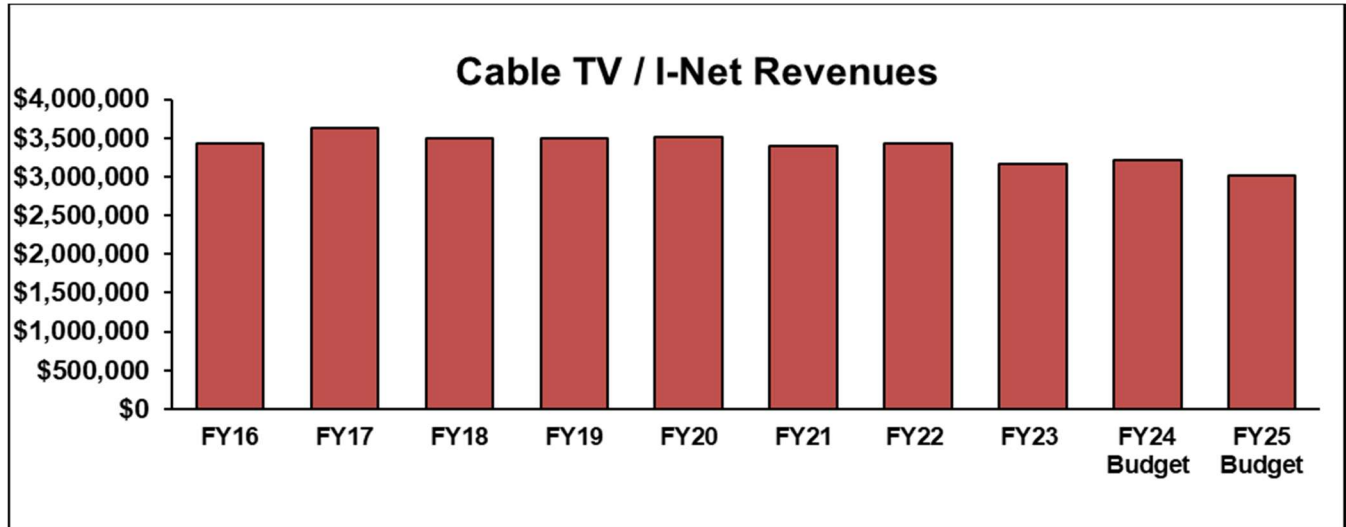
SERVICE CHARGE RELATED FUNDS

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**
- **Community Options Waiver Fee**
- **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 the 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.



Sheriff Special Programs include 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 because 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.

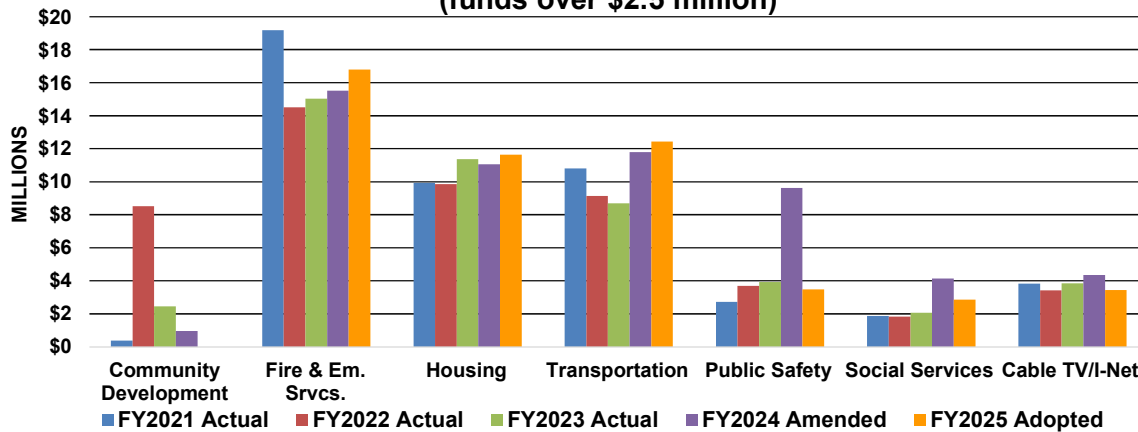
The **Southern Maryland Criminal Justice Academy** is funded by Charles, Calvert, and St. Mary's Counties. Funds from the Sheriff's General Fund budget are transferred to cover the Charles County share. Calvert and St. Mary's are billed for their respective portion of the cost.

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 are often difficult to predict.

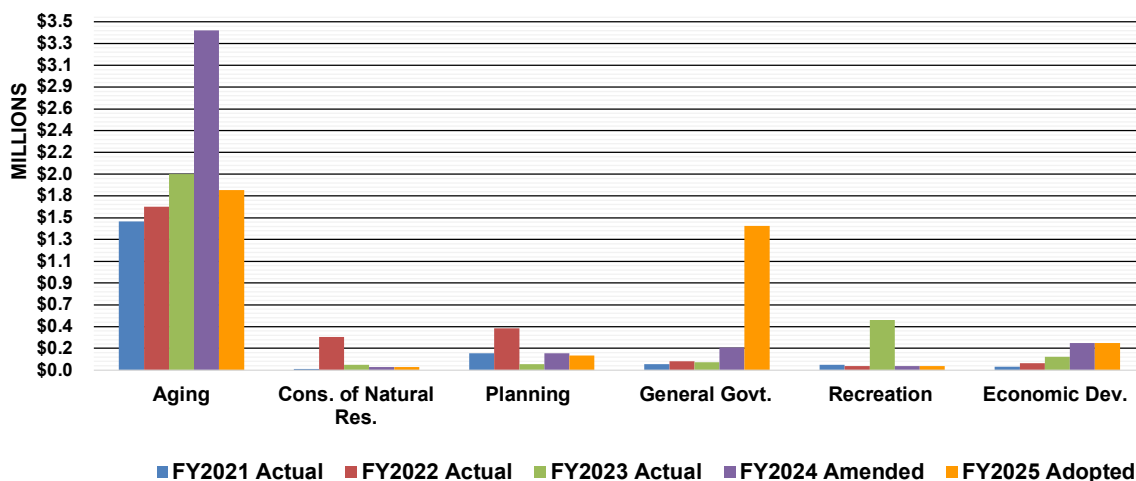
The **Nuisance Abatement Fund** was established to correct violations of the Building Code, Nuisance Code, or Zoning Ordinance. In those cases where the property owner has not met the requirements of a Court Order or Nuisance Abatement Hearing Board Order, the County Code has provisions for the County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

Special Revenue Funds by Account Function (funds over \$2.5 million)

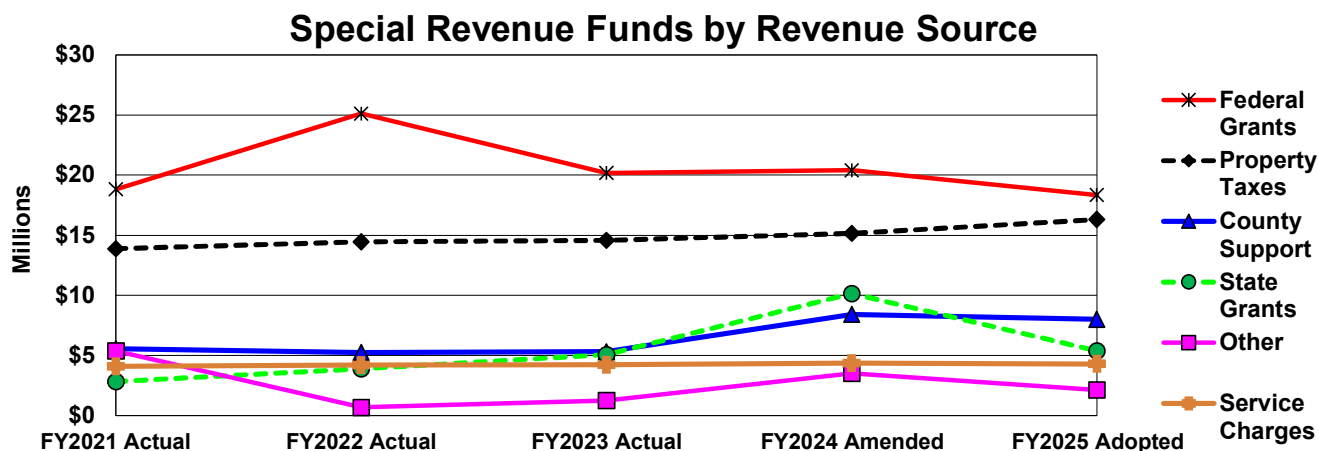


- Variations in **Community Development** are caused by grants which are typically one-time in nature and are multi-year federal awards for which unspent balances will be carried over to the next fiscal year. FY2022 and FY2023 included CARES Act Community Development Block Grant Funding for rental assistance.
- **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 FY2024 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 FY2024 was for carryover of one-time funding from Fund Balance reserves to support broadband expansion in the rural areas of the County.

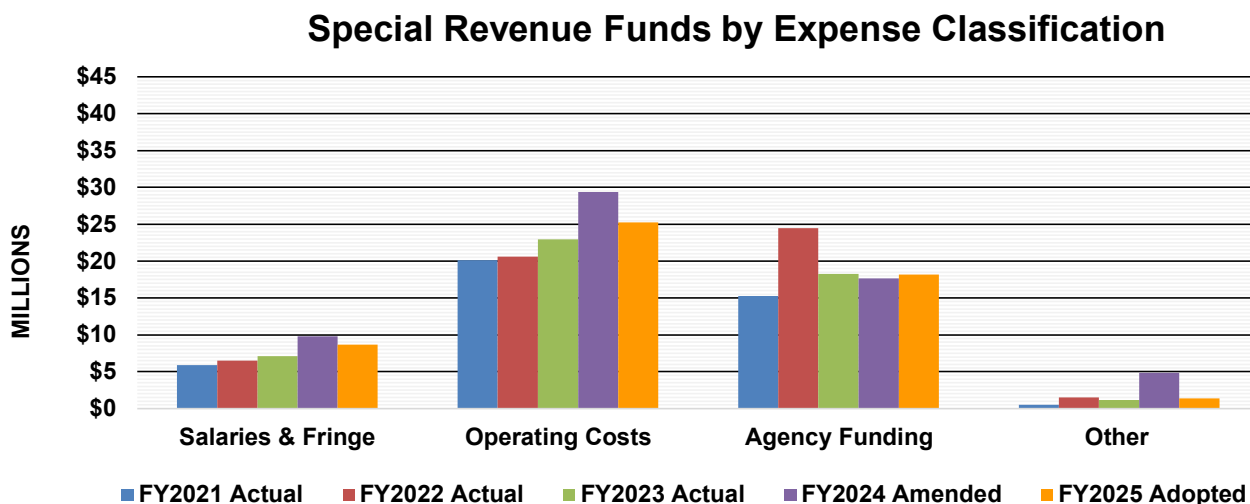
Special Revenue Fund by Account Function (Funds under \$2.5 million)



- Variances in **Aging** grants are a result of Federal grants with a fiscal year-end date in the next fiscal year for which unspent balances will be carried over to the next fiscal year. 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 the next fiscal year. 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 FY2025 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.
- **State Grant** funding is reduced for FY2025 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.



- **Operating Costs** and **Agency Funding** consistently make up the bulk of the Special Revenue expense. The majority of the spike in Operating Costs for FY2024 is due to various federal grants which are budgeted upon the year of the 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. 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

	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2024</u> <u>Amended</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY24</u> <u>Amended</u>	<u>%</u> <u>Change</u>
<u>PROPERTY TAX RELATED FUNDS:</u>						
Fire & Rescue / Length of Service Award Program						
Revenues						
Property Taxes	\$14,515,251	\$15,113,800	\$15,113,800	\$16,275,600	\$1,161,800	7.7%
State Grants	393,780	397,700	397,700	397,700	0	0.0%
Interest Income	123,370	11,000	11,000	125,000	114,000	1036.4%
Total Revenues	\$15,032,400	\$15,522,500	\$15,522,500	\$16,798,300	\$1,275,800	8.2%
Expenses						
Personal Services	\$785	\$72,200	\$72,200	\$81,200	\$9,000	12.5%
Agency Funding	14,738,069	15,450,300	15,450,300	16,717,100	1,266,800	8.2%
Total	\$14,738,854	\$15,522,500	\$15,522,500	\$16,798,300	\$1,275,800	8.2%
Variance	\$293,546	\$0	\$0	\$0		
Beginning Fund Balance	91,143					
Ending Fund Balance	<u>\$384,689</u>					

Agricultural Preservation

Revenues						
Property Taxes	\$54,068	\$31,200	\$31,200	\$31,200	\$0	0.0%
Total Revenues	\$54,068	\$31,200	\$31,200	\$31,200	\$0	0.0%
Expenses						
Personal Services	\$20,804	\$29,200	\$29,200	\$29,200	\$0	0.0%
Operating Costs	269,594	2,000	2,000	2,000	0	0.0%
Total	\$290,398	\$31,200	\$31,200	\$31,200	\$0	0.0%
Variance	(\$236,330)	\$0	\$0	\$0		
Beginning Fund Balance	1,007,663					
Ending Fund Balance	<u>\$771,332</u>					

GRANT RELATED FUNDS:

Housing Assistance

Revenues						
Federal Grants	\$10,549,349	\$10,368,700	\$10,368,700	\$10,869,844	\$501,144	4.8%
Service Charges	87,083	68,000	68,000	129,000	61,000	89.7%
Interest Income	500	0	0	0	0	N/A
Miscellaneous	42,139	23,600	23,600	35,000	11,400	48.3%
Total Operating Revenues	\$10,679,072	\$10,460,300	\$10,460,300	\$11,033,844	\$573,544	5.5%
County Match	108,862	207,040	207,040	207,040	0	0.0%
Total Revenues	\$10,787,934	\$10,667,340	\$10,667,340	\$11,240,884	\$573,544	5.4%
Expenses						
Personal Services	\$876,274	\$916,500	\$916,500	\$961,100	\$44,600	4.9%
Fringe Benefits	233,449	267,800	267,800	289,600	21,800	8.1%
Operating Costs	9,616,638	9,483,040	9,483,040	9,990,184	507,144	5.3%
Total	\$10,726,362	\$10,667,340	\$10,667,340	\$11,240,884	\$573,544	5.4%
Variance	\$61,572	\$0	\$0	\$0		
Beginning Fund Balance	231,164					
Ending Fund Balance	<u>\$292,736</u>					

SPECIAL REVENUE FUNDS

	<u>FY2023 Actual</u>	<u>FY2024 Adopted</u>	<u>FY2024 Amended</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY24 Amended</u>	<u>% Change</u>
<u>GRANT RELATED FUNDS:</u>						
Opioid Restitution Fund						
Revenue:						
State Grant	\$402,103	\$65,000	\$65,000	\$1,375,500	\$1,310,500	2016.2%
Interest	7,238	0	0	0	0	N/A
Total Revenues	\$409,341	\$65,000	\$65,000	\$1,375,500	\$1,310,500	2016.2%
Expenses						
Personal Services	\$0	\$0	\$0	\$606,000	\$606,000	N/A
Fringe Benefits	0	0	0	239,100	239,100	N/A
Operating Costs	0	0	0	65,400	65,400	N/A
Agency Funding	0	65,000	65,000	465,000	400,000	615.4%
Total	\$0	\$65,000	\$65,000	\$1,375,500	\$1,310,500	2016.2%
Variance	\$409,341	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$409,341</u>					

Local Assistance & Tribal Consistency Fund

Revenue:	Federal Grant	\$21,921	\$85,800	\$85,800	\$0	(\$85,800)	-100.0%
Expenses							
Personal Services		\$16,970	\$63,200	\$63,200	\$0	(\$63,200)	-100.0%
Fringe Benefits		4,952	22,600	22,600	0	(22,600)	-100.0%
Total		\$21,921	\$85,800	\$85,800	\$0	(\$85,800)	-100.0%
Variance		\$0	\$0	\$0	\$0		
Beginning Fund Balance		0					
Ending Fund Balance		<u>\$0</u>					

Transit Programs

Revenues						
Federal Grants	\$4,203,030	\$4,488,353	\$3,422,123	\$4,621,261	\$1,199,138	35.0%
State Grants	392,054	421,113	421,634	509,180	87,546	20.8%
Service Charges	261	0	0	0	0	N/A
Miscellaneous	22,400	100,000	218,370	100,000	(118,370)	-54.2%
Total Operating Revenues	\$4,617,745	\$5,009,466	\$4,062,127	\$5,230,441	\$1,168,314	28.8%
County Match	4,067,070	5,587,430	6,655,030	6,308,300	(346,730)	-5.2%
Fund Balance Appropriation	0	1,074,260	1,077,581	906,733	(170,848)	-15.9%
Total Revenues	\$8,684,815	\$11,671,156	\$11,794,738	\$12,445,474	\$650,736	5.5%
Expenses						
Personal Services	\$401,367	\$471,700	\$471,700	\$503,900	\$32,200	6.8%
Fringe Benefits	102,002	132,000	132,000	151,700	19,700	14.9%
Operating Costs	8,170,247	9,993,196	10,083,566	10,686,474	602,908	6.0%
Capital Outlay	82,540	1,074,260	1,107,472	1,103,400	(4,072)	-0.4%
Total	\$8,756,156	\$11,671,156	\$11,794,738	\$12,445,474	\$650,736	5.5%
Variance	(\$71,341)	\$0	\$0	\$0		
Beginning Fund Balance	4,804,590					
Ending Fund Balance	\$4,733,249					

SPECIAL REVENUE FUNDS

	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2024</u> <u>Amended</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY24</u> <u>Amended</u>	<u>%</u> <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Charles County Advocacy Council for Children, Youth, and Families						
Revenues						
Federal Grants	\$58,976	\$0	\$86,425	\$0	(\$86,425)	-100.0%
State Grants	820,132	851,212	851,212	934,640	83,428	9.8%
Service Charge	87,054	76,700	83,700	83,700	0	0.0%
Total Operating Revenues	\$966,162	\$927,912	\$1,021,337	\$1,018,340	(\$2,997)	-0.3%
County Match	0	17,543	17,543	20,350	2,807	16.0%
Fund Balance Appropriation	4,214	0	0	0	0	N/A
Total Revenues	\$970,376	\$945,455	\$1,038,880	\$1,038,690	(\$190)	0.0%
Expenses						
Personal Services	\$201,963	\$208,966	\$211,759	\$269,173	\$57,414	27.1%
Fringe Benefits	45,860	46,799	46,799	82,089	35,290	75.4%
Operating Costs	260,700	179,313	248,145	157,243	(90,902)	-36.6%
Operating Contingency	0	15,115	15,115	12,429	(2,686)	-17.8%
Agency Funding	442,250	495,262	517,062	517,756	694	0.1%
Total	\$950,774	\$945,455	\$1,038,880	\$1,038,690	(\$190)	0.0%
Variance	\$19,602	\$0	\$0	\$0		
Beginning Fund Balance	206,907					
Ending Fund Balance	<u>\$226,509</u>					

Child Support/Judicial Grants

Revenues						
Federal Grants	\$332,647	\$472,759	\$1,908,702	\$817,824	(\$1,090,878)	-57.2%
State Grants	680,401	870,076	1,015,782	887,782	(128,000)	-12.6%
Miscellaneous	172	0	0	0	0	N/A
Total Operating Revenues	\$1,013,221	\$1,342,835	\$2,924,484	\$1,705,606	(\$1,218,878)	-41.7%
County Match	82,565	125,758	179,442	124,000	(55,442)	-30.9%
Total Revenues	\$1,095,786	\$1,468,593	\$3,103,926	\$1,829,606	(\$1,274,320)	-41.1%
Expenses						
Personal Services	\$520,563	\$702,459	\$1,056,039	\$750,398	(\$305,641)	-28.9%
Fringe Benefits	130,465	347,475	578,494	380,749	(197,745)	-34.2%
Operating Costs	444,758	401,958	1,433,952	682,349	(751,603)	-52.4%
Operating Contingency	0	16,701	16,701	16,110	(591)	-3.5%
Capital Outlay	0	0	18,740	0	(18,740)	-100.0%
Total	\$1,095,786	\$1,468,593	\$3,103,926	\$1,829,606	(\$1,274,320)	-41.1%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

Public Safety Grants

Revenues						
Federal Grants	\$1,116,216	\$960,327	\$1,393,905	\$1,057,866	(\$336,039)	-24.1%
State Grants	298,182	121,238	490,638	650,456	159,818	32.6%
Miscellaneous	974	0	1,527	0	(1,527)	-100.0%
Total Operating Revenues	\$1,415,372	\$1,081,565	\$1,886,070	\$1,708,322	(\$177,748)	-9.4%
County Match	821,439	1,017,677	1,031,027	1,111,278	80,251	7.8%
Total Revenues	\$2,236,811	\$2,099,242	\$2,917,097	\$2,819,600	(\$97,497)	-3.3%
Expenses						
Personal Services	\$1,367,275	\$1,250,070	\$1,736,294	\$1,560,276	(\$176,018)	-10.1%
Fringe Benefits	562,976	632,398	671,367	758,800	87,433	13.0%
Operating Costs	254,786	156,074	425,499	472,564	47,065	11.1%
Capital Outlay	51,775	60,700	83,937	27,960	(55,977)	-66.7%
Total	\$2,236,811	\$2,099,242	\$2,917,097	\$2,819,600	(\$97,497)	-3.3%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

SPECIAL REVENUE FUNDS

		<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2024</u> <u>Amended</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY24</u> <u>Amended</u>	<u>%</u> <u>Change</u>
<u>GRANT RELATED FUNDS:</u>							
Tourism Grant							
Revenue:	State Grants	\$506,464	\$506,000	\$41,923	\$41,923	\$0	0.0%
Expense:	Operating Costs	\$506,464	\$506,000	\$41,923	\$41,923	\$0	0.0%
Variance		\$0	\$0	\$0	\$0		
Beginning Fund Balance		0					
Ending Fund Balance		<u>\$0</u>					

Aging Grants

Revenues							
Federal Grants		\$1,160,200	\$800,507	\$1,563,777	\$851,987	(\$711,790)	-45.5%
State Grants		550,128	530,202	1,417,905	594,585	(823,320)	-58.1%
Service Charge		269,649	305,397	304,836	332,836	28,000	9.2%
Miscellaneous		931	41,000	140,685	41,000	(99,685)	-70.9%
Total Operating Revenues		\$1,980,908	\$1,677,106	\$3,427,203	\$1,820,408	(\$1,606,795)	-46.9%
Fund Balance Appropriation		0	5,080	5,080	0	(5,080)	-100.0%
Total Revenues		\$1,980,908	\$1,682,186	\$3,432,283	\$1,820,408	(\$1,611,875)	-47.0%
Expenses							
Personal Services		\$1,003,815	\$948,649	\$1,232,283	\$1,034,343	(\$197,940)	-16.1%
Fringe Benefits		15,949	32,860	42,094	36,310	(5,784)	-13.7%
Operating Costs		939,989	689,617	2,152,826	749,597	(1,403,229)	-65.2%
Operating Contingency		0	5,980	0	158	158	N/A
Capital Outlay		21,092	0	0	0	0	N/A
Debt Service		5,080	5,080	5,080	0	(5,080)	-100.0%
Total		\$1,985,924	\$1,682,186	\$3,432,283	\$1,820,408	(\$1,611,875)	-47.0%
Variance		(\$5,016)	\$0	\$0	\$0		
Beginning Fund Balance		95,568					
Ending Fund Balance		<u>\$90,552</u>					

Emergency Management Grants

Revenues							
Federal Grants		\$238,055	\$83,150	\$582,491	\$106,026	(\$476,465)	-81.8%
State Grants		868,312	0	5,106,491	0	(5,106,491)	-100.0%
Total Operating Revenues		\$1,106,367	\$83,150	\$5,688,982	\$106,026	(\$5,582,956)	-98.1%
Transfers In		17,500	17,500	35,000	17,500	(17,500)	-50.0%
County Match		85,834	65,650	169,735	88,526	(81,209)	-47.8%
Total Revenues		\$1,209,702	\$166,300	\$5,893,717	\$212,052	(\$5,681,665)	-96.4%
Expenses							
Personal Services		\$136,156	\$131,300	\$395,229	\$177,050	(\$218,179)	-55.2%
Fringe Benefits		2,638	0	2,833	0	(2,833)	-100.0%
Operating Costs		978,174	35,000	2,714,883	35,002	(2,679,881)	-98.7%
Capital Outlay		102,206	0	2,780,772	0	(2,780,772)	-100.0%
Total		\$1,219,174	\$166,300	\$5,893,717	\$212,052	(\$5,681,665)	-96.4%
Variance		(\$9,473)	\$0	\$0	\$0		
Beginning Fund Balance		9,473					
Ending Fund Balance		<u>\$0</u>					

SPECIAL REVENUE FUNDS

	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2024</u> <u>Amended</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY24</u> <u>Amended</u>	<u>%</u> <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Community Development Administration						
Revenues						
Federal Grants	\$2,017,411	\$0	\$0	\$0	\$0	N/A
Total Revenues	\$2,017,411	\$0	\$0	\$0	\$0	N/A
Expenses						
Personal Services	\$40,809	\$0	\$0	\$0	\$0	N/A
Fringe Benefits	8,843	0	0	0	0	N/A
Agency Funding	1,967,759	0	0	0	0	N/A
Total	\$2,017,411	\$0	\$0	\$0	\$0	N/A
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					
Community Development Block Grants						
Revenues						
Federal Grants	\$425,294	\$0	\$950,000	\$0	(\$950,000)	-100.0%
Miscellaneous	7,762	0	0	0	0	N/A
Total Revenues	\$433,056	\$0	\$950,000	\$0	(\$950,000)	-100.0%
Expenses						
Personal Services	\$3,294	\$0	\$5,000	\$0	(\$5,000)	-100.0%
Operating Costs	76,516	0	150,000	0	(150,000)	-100.0%
Agency Funding	353,246	0	795,000	0	(795,000)	-100.0%
Total	\$433,056	\$0	\$950,000	\$0	(\$950,000)	-100.0%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					
Planning Grants						
Revenues						
Federal Grants	\$28,509	\$0	\$18,671	\$0	(\$18,671)	-100.0%
State Grants	10,000	0	1,500	0	(1,500)	-100.0%
Total Revenues	\$38,509	\$0	\$20,171	\$0	(\$20,171)	-100.0%
Expenses						
Operating Costs	\$10,000	\$0	\$20,171	\$0	(\$20,171)	-100.0%
Miscellaneous	28,509	0	0	0	0	N/A
Total	\$38,509	\$0	\$20,171	\$0	(\$20,171)	-100.0%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

SPECIAL REVENUE FUNDS

	<u>FY2023</u> <u>Actual</u>	<u>FY2024</u> <u>Adopted</u>	<u>FY2024</u> <u>Amended</u>	<u>FY2025</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY24</u> <u>Amended</u>	<u>%</u> <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Economic Development Loan Programs						
Revenues						
Interest	\$8,107	\$0	\$0	\$0	\$0	N/A
Miscellaneous	125,984	0	0	0	0	N/A
Total Operating Revenues	\$134,091	\$0	\$0	\$0	\$0	N/A
Fund Balance Appropriation	0	275,000	275,000	275,000	\$0	0.0%
Total Revenues	\$134,091	\$275,000	\$275,000	\$275,000	\$0	0.0%
Expenses						
Operating Costs	\$70,887	\$275,000	\$275,000	\$275,000	\$0	0.0%
Total	\$70,887	\$275,000	\$275,000	\$275,000	\$0	0.0%
Variance	\$63,204	\$0	\$0	\$0		
Beginning Fund Balance	808,669					
Ending Fund Balance	<u>\$871,873</u>					

SERVICE CHARGE RELATED FUNDS:

Cable TV/I-Net Fund

Revenues						
Service Charges	\$3,171,061	\$3,221,900	\$3,221,900	\$3,008,000	(\$213,900)	-6.6%
Total Operating Revenues	\$3,171,061	\$3,221,900	\$3,221,900	\$3,008,000	(\$213,900)	-6.6%
Transfer In	215,438	0	0	0	0	N/A
Fund Balance Appropriation	0	534,700	1,131,450	430,200	(701,250)	-62.0%
Total Revenues	\$3,386,499	\$3,756,600	\$4,353,350	\$3,438,200	(\$915,150)	-21.0%
Expenses						
Personal Services	\$1,150,516	\$1,241,100	\$1,241,100	\$1,256,700	\$15,600	1.3%
Fringe Benefits	251,411	318,200	318,200	338,500	20,300	6.4%
Operating Costs	544,011	969,200	969,200	983,500	14,300	1.5%
Agency Funding	754,386	233,200	829,950	500,500	(329,450)	-39.7%
Operating Contingency	0	160,900	160,900	98,800	(62,100)	-38.6%
Transfer Out	582,820	318,700	318,700	118,700	(200,000)	-62.8%
Capital Outlay/Maintenance	148,688	461,800	461,800	88,000	(373,800)	-80.9%
Equipment Reserve	0	53,500	53,500	53,500	0	0.0%
Total	\$3,431,831	\$3,756,600	\$4,353,350	\$3,438,200	(\$915,150)	-21.0%
Variance	(\$45,332)	\$0	\$0	\$0		
Beginning Fund Balance	10,855,545					
Annual Equipment Reserve Contribution	53,500					
Ending Fund Balance	<u>\$10,863,713</u>					

Nuisance Abatement Fund

Revenue:	Service Charges	\$20,435	\$150,000	\$150,000	\$150,000	\$0	0.0%
Expense:	Operating Costs	\$28,630	\$150,000	\$150,000	\$150,000	\$0	0.0%
Variance		(\$8,196)	\$0	\$0	\$0		
Beginning Fund Balance		30,297					
Ending Fund Balance		<u>\$22,101</u>					

SPECIAL REVENUE FUNDS

	<u>FY2023 Actual</u>	<u>FY2024 Adopted</u>	<u>FY2024 Amended</u>	<u>FY2025 Adopted</u>	<u>\$ Change from FY24 Amended</u>	<u>% Change</u>
<u>SERVICE CHARGE RELATED FUNDS:</u>						
Housing Special Loans						
State Grant	\$138,929	\$0	\$0	\$0	\$0	N/A
Service Charges	447,334	404,500	404,500	404,500	0	0.0%
Total Revenues	\$586,263	\$404,500	\$404,500	\$404,500	\$0	0.0%
Expense: Operating Costs	\$302,497	\$404,500	\$404,500	\$404,500	\$0	0.0%
Variance	\$283,766	\$0	\$0	\$0		
Beginning Fund Balance	55,901					
Ending Fund Balance	<u>\$339,667</u>					

Sheriff's Special Programs

Revenues						
Licenses	\$8,250	\$8,000	\$8,000	\$8,000	\$0	0.0%
Fines & Forfeitures	0	4,900	269,186	4,900	(264,286)	-98.2%
Total Revenues	\$8,250	\$12,900	\$277,186	\$12,900	(\$264,286)	-95.3%
Expenses						
Personal Services	\$0	\$0	\$264,286	\$0	(\$264,286)	-100.0%
Operating Costs	1,843	12,900	12,900	12,900	0	0.0%
Total	\$1,843	\$12,900	\$277,186	\$12,900	(\$264,286)	-95.3%
Variance	\$6,407	\$0	\$0	\$0		
Beginning Fund Balance	105,574					
Ending Fund Balance	<u>\$111,981</u>					

Drug Forfeitures

Revenues						
Federal Grants	\$35,360	\$17,400	17,400	\$17,400	\$0	0.0%
Fines & Forfeitures	100,954	67,100	67,100	67,100	0	0.0%
Interest	2,567	0	0	0	0	N/A
Total Operating Revenues	\$138,881	\$84,500	\$84,500	\$84,500	\$0	0.0%
Fund Balance Appropriation	0	0	45,500	0	(45,500)	-100.0%
Total Revenues	\$138,881	\$84,500	\$130,000	\$84,500	(\$45,500)	-35.0%
Expenses						
Operating Costs	59,919	84,500	130,000	84,500	(45,500)	-35.0%
Capital Outlay	375,900	0	0	0	0	N/A
Total	\$435,819	\$84,500	\$130,000	\$84,500	(\$45,500)	-35.0%
Variance	(\$296,938)	\$0	\$0	\$0		
Beginning Fund Balance	891,779					
Ending Fund Balance	<u>\$594,841</u>					

SPECIAL REVENUE FUNDS

	FY2023 <u>Actual</u>	FY2024 <u>Adopted</u>	FY2024 <u>Amended</u>	FY2025 <u>Adopted</u>	\$ Change from FY24 <u>Amended</u>	% <u>Change</u>
SERVICE CHARGE RELATED FUNDS:						
Southern Maryland Criminal Justice Academy						
Revenues						
Local Government	\$100,000	\$100,000	\$100,000	\$100,000	\$0	0.0%
Service Charges	0	2,000	2,000	2,000	0	0.0%
Total Operating Revenues	\$100,000	\$102,000	\$102,000	\$102,000	\$0	0.0%
Transfers In	92,000	92,000	92,000	93,300	1,300	1.4%
Fund Balance Appropriation	0	0	18,900	0	(18,900)	-100.0%
Total Revenues	\$192,000	\$194,000	\$212,900	\$195,300	(\$17,600)	-8.3%
Expenses						
Operating Costs	\$152,189	\$194,000	\$212,900	\$195,300	(\$17,600)	-8.3%
Total	\$152,189	\$194,000	\$212,900	\$195,300	(\$17,600)	-8.3%
Variance	\$39,811	\$0	\$0	\$0		
Beginning Fund Balance	146,948					
Ending Fund Balance	<u>\$186,759</u>					

Animal Shelter \ Control

Revenues						
Service Charges	\$116,770	\$92,600	\$92,600	\$150,000	\$57,400	62.0%
Miscellaneous	17,326	16,500	16,500	11,200	(5,300)	-32.1%
Total Operating Revenues	\$134,096	\$109,100	\$109,100	\$161,200	\$52,100	47.8%
Fund Balance Appropriation	0	0	85,000	0	(85,000)	-100.0%
Total Revenues	\$134,096	\$109,100	\$194,100	\$161,200	(\$32,900)	
Expenses						
Personal Services	\$6,166	\$25,300	\$25,300	\$28,500	\$3,200	12.6%
Fringe Benefits	769	2,200	2,200	2,600	400	18.2%
Operating Costs	124,048	81,600	166,600	130,100	(36,500)	-21.9%
Total	\$130,983	\$109,100	\$194,100	\$161,200	(\$32,900)	-17.0%
Variance	\$3,112	\$0	\$0	\$0		
Beginning Fund Balance	256,563					
Ending Fund Balance	<u>\$259,675</u>					

Law Library

Revenues						
Service Charges	\$17,563	\$29,000	\$29,000	\$29,000	\$0	0.0%
Fines & Forfeitures	10,685	13,000	13,000	13,000	0	0.0%
Miscellaneous	856	200	200	200	0	0.0%
Total Operating Revenues	\$29,103	\$42,200	\$42,200	\$42,200	\$0	0.0%
Transfers In	29,000	31,000	31,000	36,200	5,200	16.8%
Fund Balance Appropriation	0	2,800	2,800	2,800	0	0.0%
Total Revenues	\$58,103	\$76,000	\$76,000	\$81,200	\$5,200	6.8%
Expenses						
Operating Costs	\$67,920	\$76,000	\$76,000	\$81,200	\$5,200	6.8%
Total	\$67,920	\$76,000	\$76,000	\$81,200	\$5,200	6.8%
Variance	(\$9,817)	\$0	\$0	\$0		
Beginning Fund Balance	62,449					
Ending Fund Balance	<u>\$52,633</u>					

TOTAL SPECIAL REVENUE FUNDS

Total Revenues	\$50,138,120	\$49,973,372	\$61,637,611	\$54,456,437	(\$8,405,874)	-11.7%
Total Expenses	\$49,640,201	\$49,973,372	\$61,637,611	\$54,456,437	(\$8,405,874)	-11.7%
Variance	\$497,919	\$0	\$0	\$0		
Beginning Fund Balance	19,660,233					
Annual Cable Fund Equipment Reserve Contribution	53,500					
Total Ending Fund Balance	<u>\$20,211,652</u>					

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 **Account:** 48 Fund
Division\Program: Administrative Services **Fund:** Special Rev.
Program Admin: Jennifer Harris, Public Information Officer/Chief of Media Services **Source:** Srvc. Charge
 Evelyn Jacobson, Chief of Information Technology

<https://www.charlescountymd.gov/services/media-services>

<https://www.charlescountymd.gov/government/departments/fiscal-and-administrative-services/information-technology-division>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Adopted	% Chg.
Personal Services	\$1,150,516	\$1,241,100	\$1,228,400	\$1,256,700	\$15,600	1.3%
Fringe Benefits	251,410	318,200	318,200	338,500	20,300	6.4%
Operating Costs	499,161	949,500	962,200	963,800	14,300	1.5%
Agency Funding	754,386	233,200	829,950	500,500	267,300	114.6%
Operating Contingency	0	160,900	160,900	98,800	(62,100)	-38.6%
Transfers Out	367,382	318,700	318,700	118,700	(200,000)	-62.8%
Capital Outlay/Maintenance	148,688	481,500	481,500	107,700	(373,800)	-77.6%
Equipment Reserve	0	53,500	53,500	53,500	0	0.0%
Total Expenditures	\$3,171,543	\$3,756,600	\$4,353,350	\$3,438,200	(\$318,400)	-8.5%
Revenues	\$3,842,186	\$3,756,600	\$4,353,350	\$3,438,200	(\$318,400)	-8.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the FY2024 and FY2025 approved salary increases.
- **Operating Costs** includes funding to support the ZenCity platform which is an online tool that provides local government officials with the wants and needs of the residents.
- **Agency Funding - PEG** supports equipment related costs related to the studio at the College of Southern Maryland (CSM). For FY2025 funding was included for the Board of Education to do a complete overhaul of their current livestreaming equipment in the boardroom and production studio.
- **Operating Contingency** is 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. This decreased due to one-time cost to replace core switches in FY2024.
- **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 Commissioners' meetings.

VIDEO CAPTIONING

- Create MP3 file for each Commissioner meeting.
- Coordinate Transcription Process.
- Convert Captioned Video for Web Media Format.
- Render Captioned Video for broadcast.
- Archive/Catalog Video Files.

Cable TV/I-Net

Department:	Cable TV/I-Net	Account:	48 Fund
Division/Program:	Administrative Services	Fund:	Special Rev.
Program Admin:	Jennifer Harris, Public Information Officer/Chief of Media Services Evelyn Jacobson, Chief of Information Technology	Source:	Srv. Charge

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	3.0	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 Officer	0.5	0.5	0.5	0.5	0.5
Network Manager	0.3	0.3	0.3	0.5	0.5
Broadband and Cable Manager	1.0	1.0	1.0	0.5	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
Information Technology Support Specia	0.5	0.5	0.5	0.5	0.5
Part Time Help	4.7	4.0	4.0	1.4	1.4
Total Full Time Equivalent	18.2	17.2	17.2	15.2	15.2

<u>Objectives & Measurements:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: To inform the media/press/public, within 5 days of important and relevant County Government events.</i>					
- YouTube Video views	53,947	37,671	59,641	60,000	62,500
- Social Media Reach % increase	0	326,220	718,122	725,000	750,000
- News Release/Media Pitch Pickup	30.66%	34.00%	39.00%	42.00%	46.00%
- Enewsletter Open Rate	29.71%	37.80%	46.60%	47.00%	48.00%

- Achieves Commissioners 2023-2026 Goals and Objectives: Goal #5, Institutional Governance --- Promote accessible and transparent government operations.

General Government

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$16,970	\$63,200	\$63,200	\$0	(\$63,200)	N/A
Fringe Benefits	4,952	22,600	22,600	0	(22,600)	N/A
Total Expenditures	\$21,921	\$85,800	\$85,800	\$0	(\$85,800)	N/A

Changes and Useful Information:

- Funding for the Budget Analyst I position was completely expended in FY2024. This position will be covered by other available funds in FY2025.

Description:

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$0	\$0	\$0	\$606,000	\$606,000	NEW
Fringe Benefits	0	0	0	239,100	239,100	NEW
Operating Costs	0	0	0	65,400	65,400	N/A
Agency Funding	0	65,000	65,000	465,000	400,000	615.4%
Total Expenditures	\$0	\$65,000	\$65,000	\$1,375,500	\$1,310,500	2016.2%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** increase is to support the Department of Emergency Services Mobile Integrated Health (MIH)-Behavioral Health Crisis Response Program. The MIH program provides 4 paramedics and 4 Emergency Medical Technicians (EMT's). This program falls within the approved service under the Maryland State Subdivision Agreement.
- The **Operating Costs** increase is for uniforms, personal protection gear, and medical supplies to support the MIH-Behavioral Health Crisis Response Program.
- Agency Funding** is for an agreement with the Charles County Health Department to support their Peer Support Program and for the addition of four Peer Support Specialists which falls within an approved service under the Maryland State Subdivision Agreement.

Description:

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.

General Government

Department: Circuit Court **Account:** 33 Fund
Division\Program: Law Library **Fund:** Special Rev.
Program Administrator: Honorable H. Jay West, County Administrative Judge **Source:** Srvc. Charge
<http://www.mdcourts.gov/clerks/charles/lawlibrary.html>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	\$67,920	\$76,000	\$76,000	\$81,200	\$5,200	6.8%
Total Expenditures	\$67,920	\$76,000	\$76,000	\$81,200	\$5,200	6.8%

Changes and Useful Information:

- **Operating Costs** increase is due to an anticipated 7% increase in reference material expenses and contractual services. These resources effectively provide information to users of the Law Library via 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.

Public Safety

Department: Animal Control Services **Account:** 21 Fund
Division/Program: Animal Shelter/Animal Control Donations & Adoption **Fund:** Special Rev.
Medical Services
Program Administrator: Jeffrey Thomas, Chief of Animal Control Services **Source:** Srvc. Charge
<https://www.charlescountymd.gov/services/animal-care-control>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$6,166	\$25,300	\$25,300	\$28,500	\$3,200	12.6%
Fringe Benefits	769	2,200	2,200	2,600	400	18.2%
Operating Costs	124,048	81,600	166,600	130,100	(36,500)	-21.9%
Total Expenditures	\$130,983	\$109,100	\$194,100	\$161,200	(\$32,900)	-17.0%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** increase is due to adjustments to the part time scale.
- The **Operating Costs** decrease is mostly due to lowering of the Donations Expense budget due to decrease in activity.

Description:

The Charles County Animal Care Center received approximately 4,700 animals in FY2024 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:

	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Title					
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:

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.

	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
# of animals adopted					
-% of total received (ARRA's)	20.0%	23.4%	28.6%	29.1%	29.5%
<i>Adoptable, Rescuable, Reclaimable Animals</i>					

Public Safety

Department: Sheriff's Office
Division\Program: Public Safety Grants
Program Administrator: Troy D. Berry, Sheriff

Account: 12 Fund
Fund: Special Rev.
Source: Grant

www.ccsso.us

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$1,367,275	\$1,250,070	\$1,736,294	\$1,560,276	(\$176,018)	-10.1%
Fringe Benefits	562,976	632,398	671,367	758,800	87,433	13.0%
Operating Costs	254,786	156,074	424,258	472,564	48,306	11.4%
Capital Outlay	51,775	60,700	83,937	27,960	(55,977)	-66.7%
Total Expenditures	\$2,236,811	\$2,099,242	\$2,915,856	\$2,819,600	(\$96,256)	-3.3%

Changes and Useful Information:

- Due to the uncertain nature of grant funding, funds are budgeted upon award or carried over as appropriate. Therefore, the FY2025 budget is for the following grant programs: Child Support, Maryland Vehicle Theft, Heroin Coordinator, and Community Oriented Police Services (COPS).
- Other grants approved throughout the year are amended accordingly which typically supports officer overtime, officer travel expenses and training, one-time programs, and capital expenses.
- The Drug Court Coordinator position is no longer funded by a CCSO grant. It is now funded by the Circuit Court Family Recovery Court Program.

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.

Vehicle Theft Prevention Council

Maryland Vehicle Theft Prevention – Receive partial funding for two officers to curtail the rising crimes of auto theft and car jacking.

Maryland Criminal Intelligence Network (MCIN) Overdose and Drug Awareness Coordinator

Partial state grant funds allow the County to hire a full time Overdose and Drug Awareness Coordinator. The two primary purposes of this grant program are to develop a robust information-sharing infrastructure to enable cross-jurisdictional sharing of actionable intelligence for the purpose of dismantling criminal networks, and to decrease the number of fatal/non-fatal overdose cases stemming from substance use.

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 Police Services (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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Sworn Officers	11.0	11.0	11.0	9.0	9.0
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
Overdose and Drug Awareness Coordinator	1.0	1.0	1.0	1.0	1.0
Drug Court Coordinator	0.3	0.3	0.3	0.3	0.0
Part Time Positions	1.8	1.8	1.8	1.8	1.8
Total Full Time Equivalent	16.1	16.1	16.1	14.1	13.8

Public Safety

Department:	Sheriff's Office	Account:	12 Fund
Division\Program:	Public Safety Grants	Fund:	Special Rev.
Program Administrator:	Troy D. Berry, Sheriff	Source:	Grant

Objectives & Measurements:	FY22 Actual	FY23 Actual	FY23 Actual	FY24 Projected	FY25 Estimated
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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	449	572	670	485	600
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# of writs/warrant/body attachment to be executed	91	185	176	171	171
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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 Attorney General, as well as social distancing restrictions due to the COVID-19 pandemic.

Department:	Emergency Services	Account:	49 Fund
Division\Program:	Emergency Management	Fund:	Special Rev.
Program Administrator:	Michelle Lilly, Director of Emergency Services	Source:	Grant

<https://www.charlescountymd.gov/services/emergency-services>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$136,156	\$131,300	\$395,229	\$177,050	(\$218,179)	-55.2%
Fringe Benefits	2,638	0	2,833	0	(2,833)	-100.0%
Operating Costs	978,174	35,000	2,714,883	35,002	(2,679,881)	-98.7%
Capital Outlay	102,206	0	2,780,772	0	(2,780,772)	-100.0%
Total Expenditures	\$1,219,174	\$166,300	\$5,893,717	\$212,052	(\$5,681,665)	-96.4%

Changes and Useful Information:

- The FY2025 budget is for the Emergency Management Performance Grant (EMPG).
- Changes in **Personal Services** and **Fringe Benefits** are due to the award of Homeland Security Grants with allowable overtime and backfill for active shooter training and hazmat training as well as carryover funds from the EMPG.
- **Operating Costs** decrease is due to one-time funding provided by the State of Maryland's Emergency Number System Board (ENSB).
- The **Capital Outlay** decrease is due to one-time capital items which are budgeted upon grant award(s).
- The FY2023 Actual and FY2024 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:	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Allocation from General Fund	0.7	0.8	1.3	1.3	1.3
Total Full Time Equivalent	0.7	0.8	1.3	1.3	1.3

Public Safety

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: Ricky Bowie, CCVFA President / Roberta Spalding, CCAEMS President
<https://www.charlescountymd.gov/services/emergency-services/volunteer-fire-and-ems>

Account: 26 Fund
Fund: Spec. Rev
Source: Prop. Tax

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$785	\$72,200	\$72,200	\$81,200	9,000	12.5%
Agency Funding	14,738,069	15,450,300	15,450,300	16,717,100	1,266,800	8.2%
Total Expenditures	\$14,738,854	\$15,522,500	\$15,522,500	\$16,798,300	\$1,275,800	8.2%

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 FY2025.

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.

Public Safety

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:** Srv. Charge

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	59,919	84,500	130,000	84,500	(45,500)	-35.0%
Capital Outlay	375,900	0	0	0	0	N/A
Total Expenditures	\$435,819	\$84,500	\$130,000	\$84,500	(\$45,500)	-35.0%

Changes and Useful Information:

- Decrease in **Operating Costs** is due to the one-time use of Sheriff's Office drug forfeiture funds for training in FY2024.

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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Assistant State's Attorney	1.0	0.0	0.0	0.0	0.0
Total Full Time Equivalent	1.0	0.0	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.ccsso.us **Source:** Srv. Charge

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$0	\$0	\$264,286	\$0	(\$264,286)	-100.0%
Operating Costs	1,843	12,900	12,900	12,900	0	0.0%
Total Expenditures	\$1,843	\$12,900	\$277,186	\$12,900	(\$264,286)	-95.3%

Changes and Useful Information:

- **Personal Services** amended budget increase for FY2024 is due to a grant collaboration with Charles County Public Schools through the Maryland Center for School Safety - School Resource Officer. This grant supports officer overtime to provide adequate school resource officer coverage at the public schools.

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.

Public Safety

Department:	Sheriff's Office	Account:	18 Fund
Division/Program:	Sheriff's Special Programs	Fund:	Special Rev.
Program Administrator:	Troy D. Berry, Sheriff www.ccsso.us	Source:	Srv. Charge

Positions:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
VICS Supervisor	1.0	0.0	0.0	0.0	0.0
VICS Specialist	1.0	0.0	0.0	0.0	0.0
Correctional Officer	0.4	0.0	0.0	0.0	0.0
Towing Program - Officer	0.0	0.4	0.0	0.0	0.0
Part-time positions	0.6	0.0	0.0	0.0	0.0
Total Full Time Equivalent	3.0	0.4	0.0	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.ccsso.us	Source:	Reimburse

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	152,189	194,000	212,900	195,300	(17,600)	-8.3%
Total Expenditures	\$152,189	\$194,000	\$212,900	\$195,300	(\$17,600)	-8.3%

Changes and Useful Information:

- Decrease in **Operating Costs** is due to one-time purchases in FY2024.

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:	FY21	FY22	FY23	FY24	FY25
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director	1.0	0.0	0.0	0.0	0.0
Total Full Time Equivalent	1.0	0.0	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$571,701	\$492,762	\$687,515	\$530,589	(\$156,926)	-22.8%
Fringe Benefits	0	0	3,820	0	(3,820)	N/A
Operating Costs	591,024	371,432	1,032,253	381,366	(650,887)	-63.1%
Operating Contingency	0	0	0	158	158	NEW
Capital Outlay	21,092	0	0	0	0	N/A
Debt Service	2,540	2,540	2,540	0	(2,540)	N/A
Total Expenditures	\$1,186,358	\$866,734	\$1,726,128	\$912,113	(\$814,015)	-47.2%

Changes and Useful Information:

- **Personnel Services** and **Operating Costs** decreases are a result of extended grant award periods for the federal Aging pass-through grants under the Older Americans Act. Funds are awarded for a 2-year period. Balances of federal grants with an end date of 09/30/25 or later will be carried over to FY2025. Budget amendments are executed for the rollover funds.
- **Debt Service** represented 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 Maryland Department of Aging 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.

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

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 Department of Health & Human Services/Administration for Community Living in 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

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 underserved 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.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Aging & Human Services	0.1	0.1	0.1	0.1	0.1
Aging and Disability Resource Ctr (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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$432,113	\$455,887	\$544,768	\$503,754	(\$41,014)	-7.5%
Fringe Benefits	15,949	32,860	38,274	36,310	(1,964)	-5.1%
Operating Costs	348,964	318,185	1,120,573	368,231	(752,342)	-67.1%
Operating Contingency	0	5,980	0	0	0	N/A
Debt Service	2,540	2,540	2,540	0	(2,540)	N/A
Total Expenditures	\$799,567	\$815,452	\$1,706,155	\$908,295	(\$797,860)	-46.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases which is being offset by turnover.
- **Operating Costs** were adjusted to meet current trends and needs for FY2025. The State Aging grants received in FY2024 were substantially more than anticipated that is why the adopted budget is lower than the amended. It is not anticipated that the FY2025 State Aging grants will be comparable to what was received in FY2024.
- **Debt Service** represented 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).

Community Services

Department:	Community Services	Account:	43 fund
Division/Program:	Aging Services: State Grants	Fund:	Spec. Rev.
Program Administrator:	Lisa Furlow, Chief of Aging & Human Services	Source:	Grant

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

The Community Options Waiver is open to qualified disabled persons of all ages with long-term care needs, including children. The purpose of the Community Options 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:	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Long Term Care Coordinator	0.7	0.7	0.7	0.7	0.7
Home & Community Based Svcs Supervisor	1.0	0.0	0.0	0.0	0.0
Home & Community Based Svcs Case Mgr	0.0	0.7	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	1.0	1.0	1.0
Part-time positions	3.2	4.2	4.2	4.2	4.2
Total Full Time Equivalent	5.0	5.8	6.8	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$3,294	\$0	\$5,000	\$0	(\$5,000)	-100.0%
Operating Costs	76,516	0	150,000	0	(150,000)	-100.0%
Agency Funding	353,246	0	795,000	0	(795,000)	-100.0%
Total Expenditures	\$433,056	\$0	\$950,000	\$0	(\$950,000)	-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 **FY2024 Amended Budget** is for the Community Development Block Grant (CDBG) for the Jude House Recovery Housing Program for Women, the Waldorf Urban Redevelopment Corridor (WURC) Facade Improvement Program, as well as the Community Legacy Grant WURC Facade.

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.

In FY2021, the County received and implemented several new initiatives in response to the COVID-19 pandemic. These new services included three CDBG grants aimed at preventing evictions for tenants who had lost income or employment due to the pandemic. Funds were awarded to three (3) subgrantees: The United Way of Charles County, the Charles County Chapter of the Maryland Association of Social Services Boards (MASSB), and Southern Maryland Tri-County Community Action Committee. These programs were carried over at the County's 2023 fiscal year end.

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$876,274	\$916,500	\$916,500	\$961,100	\$44,600	4.9%
Fringe Benefits	233,449	267,800	267,800	289,600	21,800	8.1%
Operating Costs	9,616,638	9,483,040	9,483,040	9,990,184	507,144	5.3%
Total Expenditures	\$10,726,362	\$10,667,340	\$10,667,340	\$11,240,884	\$573,544	5.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	0.5	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	10.7	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 **Account:** 15 Fund
Division\Program: Housing Authority: State Special Loans **Fund:** Spec. Rev.
Program Administrator: Rita Wood, Chief of Housing Authority **Source:** Srv. Charge
<https://www.charlescountymd.gov/services/health-and-human-services/housing-services/special-loan-programs>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	\$302,497	\$404,500	\$404,500	\$404,500	\$0	0.0%
Total Expenditures	\$302,497	\$404,500	\$404,500	\$404,500	\$0	0.0%

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 **Account:** 19 Fund
Division\Program: Housing Authority: Community Development Administration **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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$40,809	\$0	\$0	\$0	\$0	N/A
Fringe Benefits	8,843	0	0	0	0	N/A
Agency Funding	1,967,759	0	0	0	0	N/A
Total Expenditures	\$2,017,411	\$0	\$0	\$0	\$0	N/A

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 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 funding, \$4,057,745, was awarded in 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. During the winter of 2024, funds were also utilized to provide emergency hotel accommodations for unhoused persons and families. The remainder of the funds is for the County to administer the program. ERAP is funded under the American Rescue Plan Act. Any unspent funds as of the close of the fiscal year will carry over to the next fiscal year until the end of the grant period.

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
	https://www.charlescountymd.gov/government/other-agencies/circuit-court		

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$520,563	\$702,459	\$1,056,039	\$750,398	(\$305,641)	-28.9%
Fringe Benefits	130,465	347,475	578,494	380,749	(197,745)	-34.2%
Operating Costs	444,758	401,958	1,433,952	682,349	(751,603)	-52.4%
Operating Contingency	0	16,701	16,701	16,110	(591)	-3.5%
Capital Outlay	0	0	18,740	0	(18,740)	-100.0%
Total Expenditures	\$1,095,786	\$1,468,593	\$3,103,926	\$1,829,606	(\$1,274,320)	-41.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the FY2024 and FY2025 approved salary increases. The decrease in comparison to the FY2024 Amended is a result of carrying over unspent funds from federal or multi-year grants.
- **Operating Costs** decrease is due to the carry-over of unspent multi-year federally funded grant projects from FY2023 to FY2024. Budget Amendments are executed for the rollover funds.
- **Operating Contingency** to cover any revenue shortfalls and/or expenditure overages.
- **Capital Outlay** decrease is due to one-time FY2024 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 Program (FRC) and the Substance Abuse and Mental Health Services Administration Program (SAMHSA) both address 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 a federal grant from the Department of Health & Human Services Substance Abuse and Mental Health Services Administration (SAMHSA). 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.

<u>Positions:</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Court Researcher	1.0	1.0	1.0	1.0	1.0
Drug Court Coordinator	0.8	0.8	0.8	1.0	1.0
Adult Drug Court Case Manager	0.0	0.0	0.8	1.0	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
Family Recovery 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
Child Support Case Manager	1.0	1.0	1.0	1.0	2.0
Domestic Relations Case Manager	1.0	1.0	1.0	1.0	1.0
Courtroom Clerk	1.0	1.0	1.0	1.0	0.0
Family Law Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Total Full time Equivalent	9.8	9.8	10.5	11.0	11.0

Objectives & Measurements:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>

Child Support

Objective: Establishment and enforcement of paternity and support orders.

Family Magistrates Office

% to be dispositioned for cases scheduled	78%	92%	TBD	95%	95%
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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 **Account:** 46 Fund
Division/Program: Charles County Advocacy Council for Children, Youth, & Families **Fund:** Special Rev.
Program Administrator: Dina Barclay, Director of Community Services **Source:** Grant
<https://www.charlescountymd.gov/services/health-and-human-services/charles-county-advocacy-council-for-children-youth-and-families>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$201,963	\$208,966	\$211,759	\$269,173	\$57,414	27.1%
Fringe Benefits	45,860	46,799	46,799	82,089	35,290	75.4%
Operating Costs	260,700	179,313	248,145	157,243	(90,902)	-36.6%
Agency Funding	442,250	495,262	517,062	517,756	694	0.1%
Operating Contingency	0	15,115	15,115	12,429	(2,686)	-17.8%
Total Expenditures	\$950,774	\$945,455	\$1,038,880	\$1,038,690	(\$190)	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases, and there is an increase in personnel selected health benefits. This also includes a new position (.75 FTE) for a Local Care Team (LCT) Coordinator (.25 FTE funded by other sources). This position will coordinate services for youth with intensive needs to ensure they receive comprehensive support services and coordinated case referral to the **LC**, as well as assisting with community programming for youth such as the Summer Youth Employment Program, and the annual Children and Families Resource Day.
- **Operating Costs** decreased due to one-time items in FY2024.
- **Agency Funding** increase is due to realignment of Community Partnership funding in FY2025.
- **Operating Contingency** is to cover any potential revenue shortfall and/or expenditure overrun.

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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	0.0	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	0.0	0.0	0.0	0.8
Part-time positions	0.0	0.6	0.6	0.6	0.6
Total Full Time Equivalent	3.6	2.9	2.9	2.9	3.6

Objectives & Measurements:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<u>Objective: In accordance with the CCACCYF Strategic Plan, continually monitor progress in implementing developed programs.</u>					
Grant/funding applications submitted	4	4	5	5	4
Grant/funding applications approved	4	4	5	5	4
Vendor / Subrecipient contracts executed	9	9	10	9	9
Program improvement plans reviewed	2	0	1	0	0

Planning and Growth Management

Department: Planning and Growth Management
Division\Program: Transit
Program Administrator: Jeffery Barnett, Chief of Transit

Account: 06 Fund
Fund: Spec. Rev.
Source: Grant

<https://www.charlescountymd.gov/government/planning-and-growth-management/vango-public-transit>

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Proposed	\$ Change FY2024 Amended	% Chg.
Personal Services	\$401,367	\$471,700	\$471,700	\$503,900	\$32,200	6.8%
Fringe Benefits	102,002	132,000	132,000	151,700	19,700	14.9%
Operating Costs	8,170,247	9,993,196	10,083,566	10,686,474	602,908	6.0%
Capital Outlay	82,540	1,074,260	1,107,472	1,103,400	(4,072)	-0.4%
Total Expenditures	\$8,756,156	\$11,671,156	\$11,794,738	\$12,445,474	\$650,736	5.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Costs** represents the County's share of transportation operating grants as well as a 20% match on capitalized preventative maintenance.
- **Capital Outlay** includes replacement of four (4) medium duty fixed route buses, two (2) light duty fixed route buses, and repower of four (4) light 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. This also includes changeover of on-board camera systems from retired buses to new ones and the installation of driver security barrier shields.

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.

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:

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
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	3.0	3.0
Total Full Time Equivalent	4.0	4.0	4.0	5.0	5.0

Objectives & Measurements:

See General Fund - Department of Planning and Growth Management for listing of all Objectives & Measurements regardless of funding source.

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Personal Services	\$20,804	\$29,200	\$29,200	\$29,200	\$0	0.0%
Operating Costs	269,594	2,000	2,000	2,000	0	0.0%
Total Expenditures	\$290,398	\$31,200	\$31,200	\$31,200	\$0	0.0%

Changes and Useful Information:

- **Personal Services** is to allocate planning personnel to the program as appropriate.
- **Operating Costs** is for the annual audit required by the Annotated Code of Maryland, Tax-Property Article, Sections 13.

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:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
Agricultural Planner IV	0.1	0.2	0.2	0.3	0.3
Total Full Time Equivalent	0.1	0.2	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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	\$10,000	\$0	\$20,171	\$0	(\$20,171)	-100.0%
Miscellaneous	28,509	0	0	0	0	N/A
Total Expenditures	\$38,509	\$0	\$20,171	\$0	(\$20,171)	-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. This study was completed in November 2022.

Maryland Bikeways Program

The Bikeways Program provides grant support for a wide range of bicycle network development activities. The Program supports projects that maximize bicycle access and fill missing links in the state's bicycle system, focusing on connecting bicycle-friendly trails and roads and enhancing last-mile connections to work, school, shopping and transit. The County received the grant funds to finance a feasibility study of a 10 foot wide hiker-biker trail connection between the Indian Head Rail Trail and the Three Notch Trail in St. Mary's County. The feasibility study was completed in FY2022.

Historic Preservation Fund Grants-In-Aid, Certified Local Governments

This project funding continues efforts to survey the archaeological resources in the Port Tobacco Historic District using non-invasive ground penetrating radar and magnetometry on County-owned properties. The work implements the Port Tobacco Village Plan and will inform future enhancement planning and community outreach. This project phase will include lands to the west and south of the Courthouse including the Wade and Jamieson properties.

Community Legacy Grant Program

This is a program of the Department of Housing & Community Development (DHCD) 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".

Department: Planning and Growth Management
Division/Program: Planning Division - Nuisance Abatement Program
Program Administrator: Charles Rice, Planning Director

Accounts: 3 Fund
Fund: Special Rev.
Source: Srv. Charge

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

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	\$28,630	\$150,000	\$150,000	\$150,000	\$0	0.0%
Total Expenditures	\$28,630	\$150,000	\$150,000	\$150,000	\$0	0.0%

Changes and Useful Information:

- No change in **Operating Costs** is anticipated for FY2025.

Description:

Nuisance Abatement Fund

The Nuisance Abatement Fund is required to implement Charles County efforts to correct violations, Nuisance Code, or Zoning Ordinance. In cases where the property owner has not met the requirements of a 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 County regulations for the costs to abate violations to be affixed on the violator's property tax bill as a lien. The account enables the County to hire qualified contractors to abate the properties in those cases where violators have not met their legally required responsibility.

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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	\$506,464	\$506,000	\$41,923	\$41,923	\$0	0.0%
Total Expenditures	\$506,464	\$506,000	\$41,923	\$41,923	\$0	0.0%

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 (MTDB) - 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 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	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024 Amended	% Chg.
Operating Costs	\$70,887	\$275,000	\$275,000	\$275,000	\$0	0.0%
Total Expenditures	\$70,887	\$275,000	\$275,000	\$275,000	\$0	0.0%

Changes and Useful Information:

- **Operating Costs** have no anticipated changes from FY2024 to FY2025.

Description:

Targeted Industries Incentive Loan Fund

The purpose of this grant through the MD Department of Business and Economic Development is to serve as gap financing for businesses looking to expand or relocate into the County resulting in additional job creation. Eligible firms must be an established company, have at least 50% of project financing in hand at the time of financial request, and qualify as an identified targeted industry. All loans will be supported by an economic impact analysis. Ultimately, the program will be a self-sustaining Revolving Loan Fund.

Business Development Loan Fund for Women, Minorities, and Veterans

The intent of this fund is to help businesses grow or enhance their productivity or profitability. The applicant's primary business location must be in Charles County, must also qualify as a disadvantaged business either as a Minority, Women, or Veteran owned business enterprise, and meet the criteria of a Small Local Business Enterprise Program. Loan proceeds can be utilized as working capital, for inventory, staffing, and/or purchase of new or used equipment/machinery with the maximum loan value at \$35,000. The program is not intended to replace commercial bank financing for borrowers who are able to secure bank loans. Loan applications are reviewed for approval by a Commissioners' appointed committee.

<http://www.meetcharlescounty.com/incentives/financing/>

Debt Service Fund

Fund Description:

The Debt Service Fund is used to account for the annual payment of long-term debt (bond issues) which have a specific or legally binding revenue source. This revenue source is dedicated to the retirement of the principal outstanding on long-term debt and the annual interest expense. Charles County utilizes this fund to account for bonds issued on behalf of 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 asset financing proceeds and purchases within the Debt Service Fund that is used to bank finance new and replacement vehicles and equipment for County Government Operations.

	FY23 Actual	FY24 Budget	FY25 Budget	\$ Change from FY24	% Change
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School Construction Excise Tax

Revenues: Interest Income	\$1,033,753	\$1,145,800	\$1,540,200	\$394,400	34.4%
Miscellaneous	11,330,293	11,862,900	12,750,700	887,800	7.5%
Total Revenues	\$12,364,046	\$13,008,700	\$14,290,900	\$1,282,200	9.9%
Expenses: Debt Service	\$12,536,878	\$11,960,600	\$13,081,600	\$1,121,000	9.4%
Other Service	36,667	179,400	224,300	44,900	25.0%
Operating Contingency	0	868,700	985,000	116,300	13.4%
Total Expenses	\$12,573,545	\$13,008,700	\$14,290,900	\$1,282,200	9.9%
Variance	(\$209,498)	\$0	\$0	\$0	

U.S. Homes Corporation

Revenues: Interest Income	\$140,060	\$113,400	\$83,600	(\$29,800)	-26.3%
Miscellaneous	1,310,333	1,164,500	1,008,500	(156,000)	-13.4%
Total Revenues	\$1,450,393	\$1,277,900	\$1,092,100	(\$185,800)	-14.5%
Expenses: Debt Service	\$1,561,697	\$1,277,900	\$1,092,100	(\$185,800)	-14.5%
Variance	(\$111,304)	\$0	\$0	\$0	

Capital Asset Financing

Revenues:					
Capital Asset Financing Proceeds	\$2,579,200	\$2,206,800	\$4,275,200	\$2,068,400	93.7%
Total Revenues	\$2,579,200	\$2,206,800	\$4,275,200	\$2,068,400	93.7%
Expenses: Capital Outlay	\$1,208,077	\$2,206,800	\$4,275,200	\$2,068,400	93.7%
Variance	\$1,371,123	\$0	\$0	\$0	

TOTAL DEBT SERVICE FUND

Total Revenues	\$16,394,174	\$16,493,400	\$19,658,200	\$3,164,800	19.2%
Total Expenses	\$15,343,319	\$16,493,400	\$19,658,200	\$3,164,800	19.2%
Variance	\$1,050,855	\$0	\$0	\$0	

Personnel

PERSONNEL/SERVICE LEVEL CHANGES

The following graph presents the personnel history for Charles County Government from Fiscal Year 2021 through Fiscal Year 2025. 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 FY2021 to FY2025, 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 227.5 full time equivalent positions since the end of Fiscal Year 2021.

The Fiscal Year 2025 authorized strength for all departments is 1,959.7 full time equivalent positions. Compared to the previous fiscal year, the authorized strength increased by a net full-time equivalency of 81.5 which includes 36.3 new full-time equivalent positions for public safety. Public safety continues to be one of the Commissioners' higher priorities.

New positions were added in Fiscal Year 2025 as follows:

- The following positions were approved for the Sheriff's Office: ten new Sworn Officer positions to maximize the Sheriff's Office ability to be more proactive in their policing, a DNA Analyst to improve the efficiency of the Special Operations Unit, and an AEU Specialist due to the increased workload within this division. In addition, an Afterschool Coordinator was upgraded from part time to a full time reduced hour position. During the budget adoption process four new Body Worn Technicians were added to support this state mandated program.
- A total of twenty new positions were approved under the Department of Emergency Services. This includes ten Emergency Medical Technicians to support ambulance service throughout the County by filling in the gaps of coverage that may occur during high call volume. Two Hazmat Technicians and one Hazmat Captain were approved which will improve hazmat operations throughout the county. Four Animal Control Officers were approved to maintain a minimum of two officers per call for safety. Also approved were a 9-1-1 Assistant Chief to address a span of control issues within the division, a Telephone Systems Administrator to manage the Next Generation 9-1-1 system, and a Data Analyst to measure performance.
- The Circuit Court had funding for a new Special Projects Manager approved. This position will help the court offer direction, management, development, oversee the implementation of court best practices and develop solutions to increase productivity to enhance the overall effectiveness of the judiciary.
- The State's Attorney's office received three Body Worn Camera support staff to assist in complying with new laws and regulations. Additionally, two Administrative Assistants and an Investigator were approved to support general operations.
- Three positions were approved for the Department of Public Works - Facilities. An Assistant Chief of Roads position was approved that will oversee activities such as bridges, roads and right of way maintenance. This position may also oversee construction, traffic studies, snow removal, flooding, drainage and erosion of roads. The Environmental Resources Division was approved to have a new Recycling Citizen Response Coordinator and an Environmental Resource Specialist who will improve customer service, site maintenance, and safety protocols.

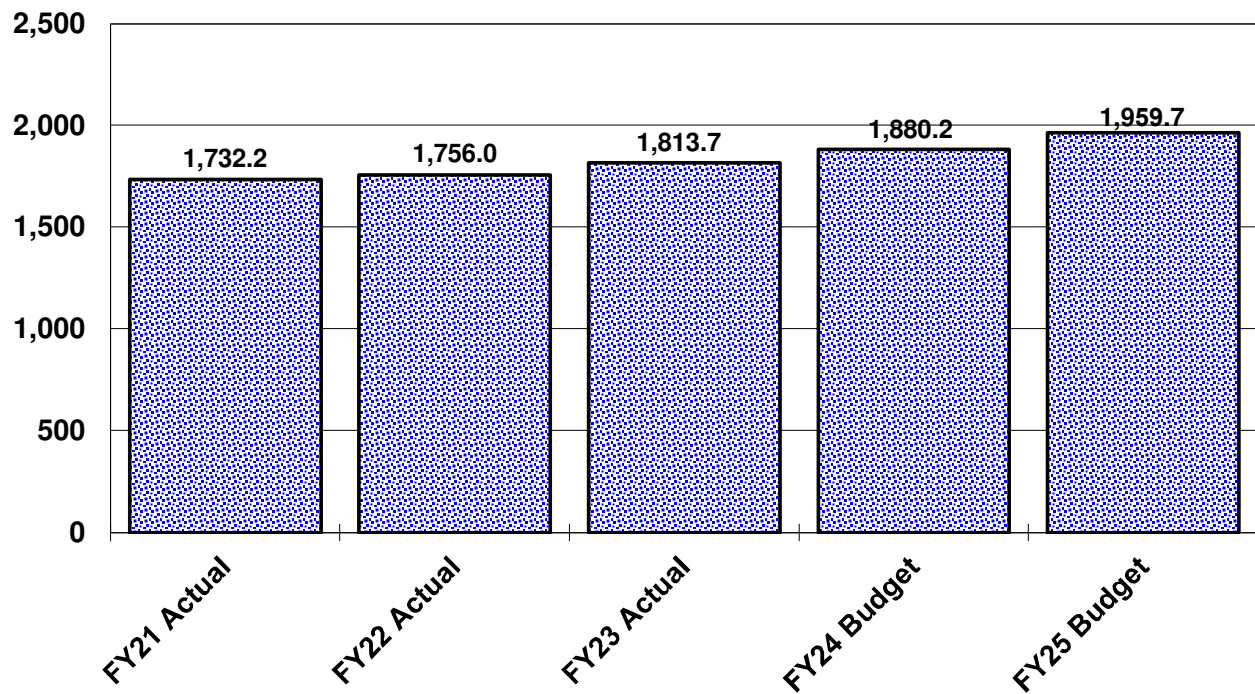
PERSONNEL/SERVICE LEVEL CHANGES

- To assist with strengthening the monitoring and recording of financial transactions the Department of Fiscal and Administrative Services was approved for an Accountant position. Also approved was an I.T. Operational Technology Security Analyst specializing in computers and computer software/hardware to assist with a vulnerability assessment of water and wastewater systems and development of protocols. A Deputy Director of Fiscal and Administrative Services position was created to transition workload duties from the Director and/or Chiefs to allow for more departmental efficiencies.
- Planning and Growth Management (PGM) was approved for seven new positions. A Planner I and an Inspector to provide technical and programmatic support for the watershed protection program and a Planning Technician to support environmental planning with processing development review applications. In addition, four Engineer I positions were approved to manage the growing capital projects as well as supporting development services. These engineer positions will also assist with upgrading the County's water and sewer systems that is needed to attract larger commercial development and/or mixed community development.
- To support commercial growth within the western area of the county a Senior Commercial Development Manager position was added to the Economic Development Department.
- The Department of Public Works - Utilities has added a new Meter Technician to help continue meter operations, as well as the meter replacement program. A Maintenance Technician position was approved who will assist in properly maintaining the equipment at the Mattawoman Wastewater Treatment Plant to continue compliance. A Supervisory Control and Data Acquisition (SCADA) Team Leader position that will organize and perform the maintenance of software and hardware. Lastly, a Maintenance Superintendent position was approved that will provide managerial and operational support for the day-to-day operations of the County's water and wastewater operations.
- The Department of Public Works – Capital Services and Technical Support have added seven new positions to meet the growing number of capital improvement projects. The approved positions are as follows: a Project Field Superintendent, a Senior Projects Manager, an Utilities Project Manager II, a Project Manager II, an Engineer I, a Project Administrative Specialist and an Administrative Associate. With the addition of these new positions the progress being made on current as well as future projects will be improved allowing for more timely project completion.
- With population growth in the county, two positions were approved to support aging services throughout the county and one position to support the Administration Division for the Department of Community Services. A Senior Center Program Specialist to address the significant increase in seniors attending the senior center facilities as well as the increased volume and variety of programs being offered was approved. A Senior Nutrition Program Specialist was also approved to address the increase in the number of meals being served at the senior centers and to support the home-delivered meals program. In addition, a Local Care Team Coordinator position which will primarily serve on the Local Care Team but will also assist with coordinating community programming for youth was included in the adopted budget.

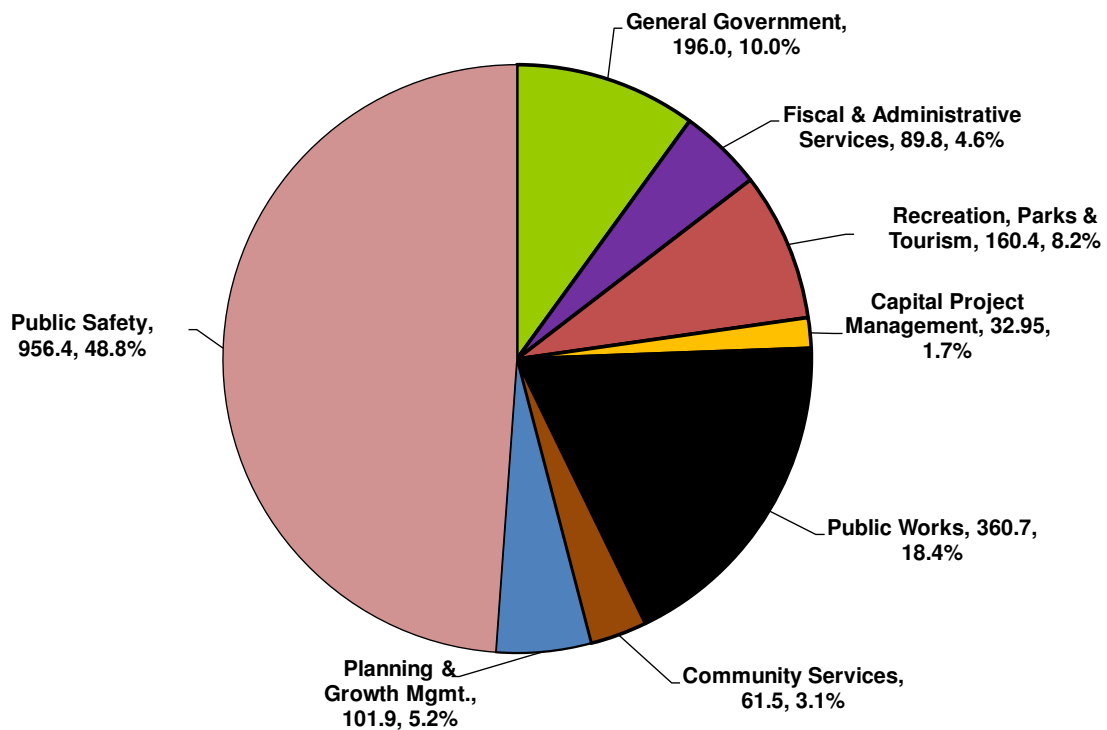
PERSONNEL/SERVICE LEVEL CHANGES

- Eight positions were approved for the Department of Recreation, Parks and Tourism. An Assistant Chief of Parks and Grounds was included in the FY2025 budget to handle the increased workload within the division and an Administrative Associate was included which will allow the Chief of Recreation to focus on their core functions. A Registration Specialist was approved to assist with providing service to the community at the new building. With the planned operations for pools, an Aquatic and Safety Compliance Coordinator was approved to help maintain safety. To support the growth in projects, a Planner and a RPT Construction Project Manager were approved. Also, during the budget adoption process, the County Commissioners added funding for a new Recreation Services Administrator to support with the ever-growing programs and services being offered as well as an Events Specialist to assist the Event Coordinator with the planning and execution of large-scale events and festivals.
- Two new positions were included in the FY2025 budget for the Department of Human Resources. An Assistant to the Director position to support the H.R. Director with administrative tasks and a Department of Emergency Services Human Resources Liaison was approved. Currently, the volume of recruitment and employee relations issues in the Department of Emergency Services has outgrown current capacity. The addition of this liaison position would alleviate this workload and enable other H.R personnel to focus their time and efforts on special projects and other county departments.

TOTAL PERSONNEL



FY25 PERSONNEL BY FUNCTION



CHARLES COUNTY GOVERNMENT

PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY21 YEAR END	FY22 YEAR END	FY23 YEAR END	FY24 YEAR END	FY25 APPROVED
TOTAL PERSONNEL					
Total Full Time Personnel	1,556.3	1,579.8	1,640.6	1,707.6	1,788.8
Total Part Time Personnel	175.9	176.2	173.1	170.6	170.8
TOTAL PERSONNEL	1,732.2	1,756.0	1,813.7	1,878.2	1,959.7

COUNTY DEPARTMENTS

COMMUNITY SERVICES					
Administration	7.6	6.6	7.6	7.6	8.6
Aging and Senior Programs	34.8	35.8	36.8	36.8	38.8
Housing Authority	14.0	14.0	14.0	14.0	14.0
	56.5	56.5	58.5	58.5	61.5
COUNTY ADMINISTRATOR'S OFFICE					
County Administrator	4.0	5.7	6.7	6.6	6.6
Internal Audit	2.0	2.0	2.0	2.0	2.0
Commissioner Office Administration	9.0	8.0	8.0	9.0	9.0
Central Services	7.8	8.8	9.8	10.8	10.8
Media	10.8	10.3	10.3	10.6	10.6
	33.6	34.8	36.8	38.9	38.9
COUNTY ATTORNEY'S OFFICE	11.0	11.0	12.0	12.0	12.0
COUNTY COMMISSIONERS	5.0	5.0	5.0	5.0	5.0
ECONOMIC DEVELOPMENT	10.6	11.0	11.5	12.5	13.5
EMERGENCY SERVICES					
Administration	4.3	6.3	6.3	6.3	6.3
Animal Shelter	18.4	18.4	18.4	18.4	18.4
Animal Control	6.0	7.0	7.0	7.0	11.0
Fire/EMS Communications	36.7	36.7	36.7	36.7	39.7
Emergency Management	2.0	1.0	1.0	1.0	1.0
Emergency Medical Services	115.8	115.8	125.8	151.8	164.8
False Alarm Reduction Unit	2.0	2.0	2.0	2.0	2.0
	185.3	187.3	197.3	223.3	243.3
FISCAL & ADMINISTRATIVE SERVICES					
Administration	2.2	2.2	2.2	2.3	3.3
Accounting/Payroll	11.5	12.5	12.8	13.8	14.8
Budget and Financial Planning	5.5	6.5	7.5	7.5	7.5
Information Technology	28.5	28.5	29.5	31.5	32.5
Purchasing	7.0	7.0	7.0	7.0	7.0
Treasury	13.5	13.5	13.5	14.5	14.5
Water & Sewer Billing	9.3	10.0	10.0	10.3	10.3
	77.4	80.1	82.4	86.8	89.8

CHARLES COUNTY GOVERNMENT

PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY21 YEAR END	FY22 YEAR END	FY23 YEAR END	FY24 YEAR END	FY25 APPROVED
HUMAN RESOURCES					
Administration	10.4	10.4	12.4	13.4	15.4
Summer Intern Program	3.1	3.1	3.1	3.1	3.1
	13.5	13.5	15.5	16.5	18.5
PLANNING & GROWTH MANAGEMENT					
Administration	7.1	17.1	17.1	18.1	18.3
Codes, Permits & Inspections Services	38.1	28.1	19.1	23.1	24.1
Transit	5.0	5.0	5.0	6.0	6.0
Planning	28.5	31.5	32.5	34.5	36.5
Infrastructure Management	0.0	0.0	12.0	13.0	17.0
	78.7	81.7	85.7	94.7	101.9
CAPITAL PROJECT MANAGEMENT					
Administration	0.0	4.0	4.0	4.0	4.0
Capital Services	0.0	9.0	9.0	9.0	13.0
Technical Support	0.0	13.0	13.0	13.0	16.0
	0.0	26.0	26.0	26.0	33.0
PUBLIC WORKS					
<u>Facilities:</u>					
Administration	11.0	11.0	11.7	13.7	13.7
Building & Trades	63.4	63.4	64.8	64.8	64.8
Landfill Operations	35.0	35.0	35.0	35.0	35.0
Roads	41.0	41.0	42.0	42.0	43.0
Recycling Operations	32.2	32.2	35.6	37.6	39.6
Fleet and Inventory Management	12.5	12.7	12.0	12.0	12.0
Subtotal Facilities	195.1	195.3	201.1	205.1	208.1
<u>Utilities</u>					
Water	47.0	46.8	47.1	48.3	49.0
Sewer	53.2	51.4	51.7	52.6	54.2
Mattawoman	37.3	38.4	38.7	40.7	41.3
Capital Projects	23.0	0.0	0.0	0.0	0.0
Meters	7.1	7.1	7.1	7.1	8.1
Subtotal Utilities	167.6	143.6	144.6	148.6	152.6
Public Works Grand Total	362.7	338.9	345.7	353.7	360.7
RECREATION, PARKS, & TOURISM					
Administration	6.0	8.0	9.0	14.5	18.5
Recreation	71.9	69.9	70.9	69.9	71.9
Parks and Grounds	58.4	59.4	60.4	59.6	60.6
Tourism	7.5	7.5	8.5	8.5	9.5
	143.8	144.8	148.8	152.4	160.4
Total Full Time Personnel	822.8	835.0	874.0	931.0	989.0
Total Part Time Personnel	155.2	155.6	151.1	149.3	149.5
TOTAL COUNTY DEPARTMENTS	978.0	990.6	1,025.1	1,080.3	1,138.5

CHARLES COUNTY GOVERNMENT

PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY21 YEAR END	FY22 YEAR END	FY23 YEAR END	FY24 YEAR END	FY25 APPROVED
OUTSIDE AGENCIES					
CIRCUIT COURT	27.2	28.2	30.5	31.5	32.5
STATE'S ATTORNEY OFFICE	52.0	58.0	64.0	64.0	70.0
SHERIFF					
<u>Sheriff's Office:</u>					
Sheriff	1.0	1.0	1.0	1.0	1.0
Uniformed Officers	317.0	319.0	319.0	325.0	335.0
Office of the Sheriff	6.0	6.0	6.0	6.0	6.0
Executive Services Division	6.6	6.6	6.6	6.9	6.9
Administrative Services Division	18.5	18.6	19.6	19.6	19.6
Criminal Investigations Division	18.2	19.2	21.2	22.2	23.2
Communications	20.9	20.9	20.9	20.9	20.9
Station Clerks	22.0	22.0	24.0	24.0	24.0
Records Management	11.6	11.6	11.6	11.6	11.6
Management Information System	12.0	13.0	13.0	14.0	14.0
Patrol Division	1.0	1.0	1.0	1.0	1.0
Special Operations Division	10.8	10.8	12.7	12.7	14.0
Court Security	25.0	25.0	28.0	28.0	28.0
Judicial Services	20.2	20.2	20.2	20.2	20.2
Property Management	14.1	14.2	15.2	15.2	15.2
Training Division	6.8	6.9	6.9	6.9	6.9
Body Worn Camera	0.0	0.0	3.0	3.0	7.0
Subtotal Sheriff's Office	511.8	516.2	530.0	538.3	554.6
<u>Detention Center</u>					
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	670.4	674.7	688.5	696.8	713.1
SOIL CONSERVATION	4.6	4.6	5.6	5.6	5.6
Total Full Time Personnel	733.5	744.8	766.6	776.6	799.9
Total Part Time Personnel	20.7	20.7	22.0	21.4	21.4
TOTAL OUTSIDE AGENCIES	754.1	765.5	788.6	797.9	821.2

Vehicles & Equipment

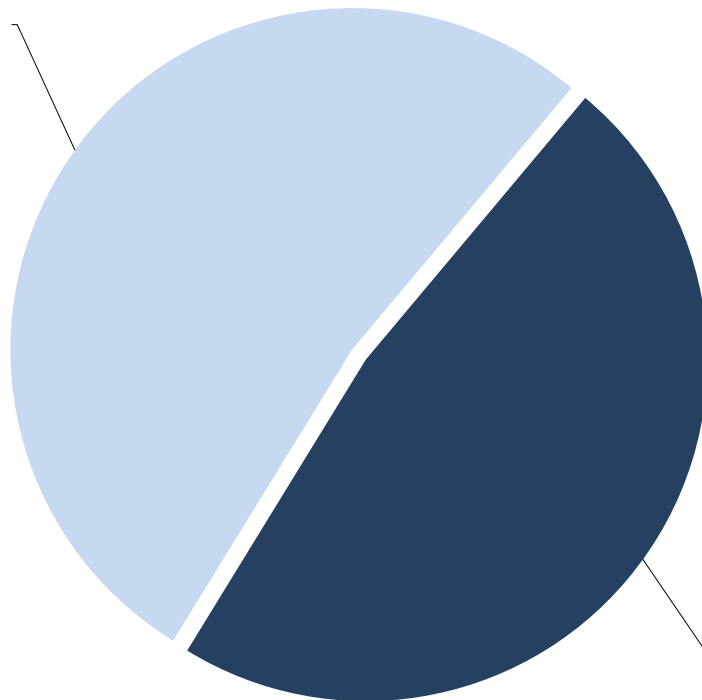
FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Total General Fund	\$8,139,200	\$3,864,000	\$974,300
Total Transportation Fund	999,800	999,800	0
Total Solid Waste	731,800	731,800	0
Total Water & Sewer Operations	1,289,700	185,000	251,800
Total Capital Project Management	110,000	0	25,000
Total Environmental Services Operations Fund	506,000	506,000	0
Total Watershed Restoration & Protection Fund	234,000	0	53,300
Total All Funds	\$12,010,500	\$6,286,600	\$1,304,400

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. Capital Assets include all assets with an expected useful life of one year or more and with an original cost 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.

Direct Purchase
\$6,286,600
52%



Capital Asset Financing
\$5,723,900
48%

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
<u>General Fund</u>			
<u>Public Works - Facilities</u>			
<u>Building & Trades</u>			
Stake Body Truck	85,000		19,400
<i>Replacing B-46, 2001, with 41,000 miles - vehicle meets age/mileage requirement for replacement.</i>			
Pickup Truck w/ Lift Gate	66,000		15,000
<i>Replacing B-67, 2006, with 57,000 miles - vehicle meets age/mileage requirement for replacement.</i>			
Total Building and Trades	151,000	0	34,400
<u>Fleet and Inventory Control</u>			
Cargo Vehicle for Library	60,000		13,700
<i>Replacing CCL-003, 2006, with 120,000 miles - vehicle body is rusted out. Exceeds replacement Standard Operating Procedures (SOP) criteria. Will replace with van or large SUV.</i>			
Mechanics Service Truck	150,000		34,200
<i>Replacing MV-002, 2005, with 50,000 miles - vehicle body is rusted out. Exceeds replacement SOP criteria.</i>			
Mobile Column Lift	65,000		14,800
<i>Mobile column lifts will lift most vehicles in the County fleet, up to 72,000 lbs. These can be moved to different areas of the shop making them very versatile.</i>			
Mobile High Lift Jack	11,500		2,600
<i>These stands will make working in the shop much safer and efficient. These stands as a set will support trucks up to 80,000 lbs.</i>			
Total Fleet and Inventory Control	286,500	0	65,300
<u>Roads</u>			
Chipper	125,000		28,500
<i>Replacing R-166, 2015, with 1,300 hours - significant down time and high costs due to repairs. Needed daily for tree debris and storm response.</i>			
Variable Message Board	30,000		6,800
<i>Replacing R-160, 1992 - exceeded life expectancy and should be replaced due to high maintenance costs. They are solar operated and used on roadways to make travelers aware of adverse road conditions or other important information.</i>			

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Variable Message Board <i>Replacing R-161, 1992 - exceeded life expectancy and should be replaced due to high maintenance costs. They are solar operated and used on roadways to make travelers aware of adverse road conditions or other important information.</i>	30,000		6,800
Severe Duty Cold Planer <i>Replacing R-116, 2006 - used daily to grind asphalt and is worn out due to hard working conditions.</i>	47,000		10,700
Shoulder Box Attachment <i>Replacing RI-192, 2015 - worn out due to extreme working conditions and high loads.</i>	80,000		18,200
Jack Hammer Attachment <i>Replacing RI-101 - worn out due to extreme work conditions.</i>	17,000		3,900
320D Skid Loader <i>Replacing R-148, 2013, with 2,688 hours - high hours and is 10 years old. High repair costs and down time due to extreme working conditions. This piece of equipment is used daily.</i>	115,000		26,200
Asphalt Recycler/Hot Box Trailer <i>Replacing R-174, 2017 - aging recycler that has become unusable due to harsh working conditions. Replacement will allow Roads staff to recycle asphalt and millings and keep new asphalt hot longer.</i>	90,000		20,500
Total Roads	534,000	0	121,600
Total Public Works - Facilities	971,500	0	221,300

Community Services

Aging

Vehicle (Hybrid) 50,000 11,400
Aging Division staff are regularly using personal vehicles to conduct work, because vehicles are not available for all staff who need them. The Aging Division requests an additional sedan to make a pool car available for personnel at Senior Centers to facilitate movement of staff (i.e., Sr Center Supervisor who must travel to all 4 locations, as well as Fitness Instructors who teach at all 4 sites), to mitigate the liability of staff conducting business in personal vehicles, and to position a vehicle at an additional site where staff have a need for a pool vehicle. The new vehicle could also be used by other division personnel to assist with deliveries of supplies and home health equipment.

Total Aging	50,000	0	11,400
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FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
<u>Housing</u>			
Truck <i>Replacing CS-9, 2008, with 120,500 miles - beyond useful life for age based on County guidelines and has required extra maintenance for various items recently. Department funded extensive repairs in a previous fiscal year and held onto the vehicle to extend its usefulness after the repairs were made, but is not cost effective to risk additional maintenance, based on the age & mileage of the vehicle. This truck is used on a daily basis by the Housing Inspector(s).</i>	55,000		12,500
Total Housing	55,000	0	12,500
Total Community Services	105,000	0	23,900
<u>Recreation, Parks, and Tourism</u>			
<u>Administration</u>			
SUV <i>Vehicle for the new Planner III position.</i>	60,000		13,700
SUV <i>Vehicle for the new Construction Project Manager position.</i>	60,000		13,700
Office Furniture <i>Furniture to outfit new Centennial Street building for RPT.</i>	150,000	150,000	
Total Administration	270,000	150,000	27,400
<u>Recreation - Gym</u>			
Vault Table and Gymnastics Mats <i>Replacing current equipment that is at the end of its life expectancy.</i>	25,000	25,000	
Total Recreation	25,000	25,000	0
<u>Parks and Grounds</u>			
Tiny Robot Painter <i>Replacing a push behind newstripe painter purchased in 2014 - outdated machine.</i>	48,000		10,900
GPS Rover and Data Collector Mapping System <i>Replacing a manual lazer line level - outdated with lower accuracy readings.</i>	21,000		4,800

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
7' X 16' Dump Trailer <i>Replacing PTR-12, 1996 - old and in poor condition.</i>	20,000		4,600
Zero-Turn Mower <i>Replacing PTC-51, 2017, with 694 hours - high maintenance.</i>	20,000		4,600
SUV <i>Vehicle for the new Assistant Chief of Parks & Grounds position.</i>	60,000		13,700
Office Furniture <i>Office furniture for new Assistant Chief of Parks & Grounds position.</i>	8,000	8,000	
<u>Turkey Hill Park</u>			
Restrooms <i>Restrooms are needed on site. Currently no restrooms or running water.</i>	45,000	45,000	
<u>White Plains Golf Course</u>			
Approach Reel Mower <i>Replacing CK-11, 2003, with 4,000 miles - past its life cycle.</i>	43,000		9,800
Golf Course Greens Aerator <i>Replacing an aerator purchased in 2000 - old and in poor condition.</i>	33,000		7,500
3 Series Tractor <i>Replacing PM-17, 2001, with 7,020 hours - old and in poor condition.</i>	33,000		7,500
Lely Spreader <i>Replacing a spreader purchased in 2010 - past its life cycle.</i>	7,000	7,000	
Front Deck Mower <i>Replacing PTC-28, 2006, with 3,500 hours - old, high hours, and in poor condition.</i>	35,000		8,000
<u>Gilbert Run Park</u>			
Pedal Boats (3) <i>Replacing pedal boats purchased in 2005 - mechanical and cosmetic problems.</i>	17,000		3,900
Trailer <i>Replacing PTR-36, 2012 - poor condition.</i>	6,400	6,400	

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
<u>White Plains Park</u>			
4 Wheel Drive Truck <i>Replacing P-58, 2012, with 54,000 miles - old and not 4 wheel drive.</i>	60,000		13,700
<u>Laurel Springs Park</u>			
Utility Vehicle <i>Replacing PUV-36, 2006 - old and high maintenance.</i>	16,000		3,600
<u>Stethem Park</u>			
Wide Area Mower <i>Replacing PTC-37, 2012, with 1,358 hours - high maintenance.</i>	75,000		17,100
Utility Vehicle <i>Replacing PUV-30, 2012, with 2,100 hours - old and high maintenance.</i>	13,000		3,000
<u>Bryantown Soccer</u>			
Utility Vehicle <i>Replacing PUV-28, 2008, with 2,600 hours - old, high hours, and poor condition.</i>	13,000		3,000
<u>Friendship Farm Park</u>			
Utility 4 Wheeler <i>Replacing PUV-29, 2010, with 1,100 hours - old and in poor condition.</i>	9,000	9,000	
<u>Bensville Park</u>			
26 HP Front Deck Mower <i>Replacing PTC-48, 2016, with 1,801 hours - high maintenance.</i>	35,000		8,000
<u>IH/WP Trail</u>			
Stake Body Truck <i>Replacing P-4, 2008, with 110,000 miles - old and in poor condition.</i>	98,000		22,300
Utility Vehicle <i>Replacing PUV-34, 2013, with 1,966 hours - old and in poor condition.</i>	16,000		3,600
<u>Maxwell Hall Park</u>			
Front Deck Mower <i>Replacing PTC-57, 2018, with 1,080 hours - poor condition and high maintenance.</i>	35,000		8,000

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
<u>Pisgah Park</u>			
Dump Trailer <i>Replacing PTR-38, 2006 - poor condition and high maintenance.</i>	20,000		4,600
Zero-Turn Mower <i>Replacing PTC-39, 2013, with 1,944 hours - high hours and poor condition.</i>	20,000		4,600
Total Parks and Grounds	806,400	75,400	166,800
Total Recreation, Parks, and Tourism	1,101,400	250,400	194,200
<u>Circuit Court</u>			
Office Furniture <i>Office furniture for new Special Projects position.</i>	6,000	6,000	
Total Circuit Court	6,000	6,000	0
<u>Central Services</u>			
Security Equipment <i>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.</i>	50,100	50,100	
SUV <i>Vehicle needed for a Building Security Officer (FY2024 new position).</i>	60,000		13,700
Total Central Services	110,100	50,100	13,700
<u>Sheriff's Office*</u>			
<u>Sheriff's Capital</u>			
Lab Equipment	55,000	55,000	
Surveillance Camera Trailers	28,600	28,600	
High-Visibility Surveillance camera trailer system	44,000	44,000	
Vehicles	2,500,000	2,500,000	
Radios	110,000	110,000	

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
K-9s	22,000	22,000	
Total Sheriff's Capital	2,759,600	2,759,600	0
<u>Sheriff's Computer</u>			
DFU Workstation - Lab	20,000	20,000	
Critical Switch Hardware - Network Infrastructure	86,400	86,400	
VMWare Cluster	216,000	216,000	
Seamless Wireless Network - Office and Video Upload	162,000	162,000	
Total Sheriff's Computer	484,400	484,400	0
Total Sheriff's Office	3,244,000	3,244,000	0
<u>Detention Center Computer</u>			
Camera System Conversion	27,000	27,000	
Total Detention Center - Computer	27,000	27,000	0
Total Sheriff's Operations	3,271,000	3,271,000	0
* Final list will be determined by the Sheriff's Office			

Emergency Services

Administration

Knox Box with E-Keys 252,500 252,500
Upgrade current knox boxes to modern technology. The upgrade will include replacing the 115 current boxes in county fire and EMS apparatus, mounting brackets, electronic key programming; and 200 current knox boxes located on buildings, including installation. The electronic key programming would allow personnel to swipe badges and be managed from a remote location without having to go to the physical location to give individuals access.

Total Administration	252,500	252,500	0
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Animal Control

Ford Transit 350 and Conversion Packages 125,000 28,500
Replacing AC-25, 2017, with 200,950 miles - Vehicle is 6 years old, has high mileage, very high hours from running ~12+ hours daily, extensive wear and tear from harsh chemicals used to clean back of vehicle, cages cannot be re-used so this will be a full upgrade.

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Ford Transit 350 and Conversion Packages <i>Replacing AC-26, 2017, with 144,190 miles - Vehicle is 6 years old, has high mileage, very high hours from running ~12+ hours daily, extensive wear and tear from harsh chemicals used to clean back of vehicle, cages cannot be re-used so this will be a full upgrade.</i>	125,000		28,500
Radios <i>For the (4) new Animal Control Positions.</i>	34,000	34,000	
Total Animal Control	284,000	34,000	57,000
<u>Communication</u>			
Truck <i>Vehicle for the new Assistant Chief of 911/Public Safety Communications Support Services position.</i>	85,000		19,400
Total Communications	85,000	0	19,400
<u>EMS: Special Operations</u>			
Self Contained Breathing Apparatus (SCBA) <i>This is part of a (3) year purchase plan to replace current failing SCBA.</i>	170,000		38,700
Total Special Operations	170,000	0	38,700
<u>Career EMS</u>			
Replacement Ambulance <i>Replacing ES-66, 2017, with 103,154 miles - ambulance has reached end of life. This helps keep a consistent ambulance in the stations where career staff are stationed.</i>	520,000		118,500
New Ambulances (2) <i>This will enhance our initiative to place a standardized county owned ambulance in volunteer stations with Department of Emergency Services crews to improve employee safety and reduce Worker's Comp claims.</i>	1,042,700		237,500
Total Career EMS	1,562,700	0	356,000
Total Emergency Services	2,354,200	286,500	471,100
Contingency	220,000		50,100
General Fund Total	\$8,139,200	\$3,864,000	\$974,300
Total Cost of Items to Be Capital Asset Financed:	\$4,275,200		

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
<u>Transportation Grants Fund</u>			
<u>Planning and Growth Management</u>			
<u>Transportation (Capital)</u>			
Light Duty Demand Response Bus - Repower	20,200	20,200	
<i>Replacing T-1601 with 300,000 miles - in service since September 2016. To extend its useful life it will require a replacement engine and transmission. It is assumed we will not be awarded Federal Transit Authority capital funding and it will require 100% local funding.</i>			
Light Duty Demand Response Bus - Repower	20,100	20,100	
<i>Replacing T-1602 with 300,000 miles - in service since September 2016. To extend its useful life it will require a replacement engine and transmission. It is assumed we will not be awarded Federal Transit Authority capital funding and it will require 100% local funding.</i>			
Light Duty Demand Response Bus - Repower	20,200	20,200	
<i>Replacing T-1603 with 300,000 miles - in service since September 2016. To extend its useful life it will require a replacement engine and transmission. It is assumed we will not be awarded Federal Transit Authority capital funding and it will require 100% local funding.</i>			
Light Duty Demand Response Bus - Repower	20,100	20,100	
<i>Replacing T-1701 with 300,000 miles - in service since April 2017. To extend its useful life it will require a replacement engine and transmission. It is assumed we will not be awarded Federal Transit Authority capital funding and it will require 100% local funding.</i>			
Light Duty Demand Response Bus - Replace	141,400	141,400	
<i>Replacing T-81, with 360,000 miles - in service since May 2013. Has been repowered once and will be significantly beyond its useful life in FY-25 requiring replacement. It is assumed we will not be awarded Federal Transit Authority capital funding and it will require 100% local funding.</i>			
Light Duty Demand Response Bus - Replace	141,400	141,400	
<i>Replacing T-83, with 400,000 miles - in service since May 2013. Has been repowered once and will be significantly beyond its useful life in FY-25 requiring replacement. It is assumed we will be awarded Federal and State capital funding and the local funding will be 10%.</i>			
Medium Duty Fixed Route Bus - Replace	159,100	159,100	
<i>Replacing T-1901, with 300,000 miles - in service since July 2019. It will have exceeded its useful life and will be in need of replacement. It is assumed we will be awarded Federal and State capital funding and the local funding will be 10%.</i>			
Medium Duty Fixed Route Bus - Replace	159,100	159,100	
<i>Replacing T-1902, with 300,000 miles - in service since July 2019. It will have exceeded its useful life and will be in need of replacement. It is assumed we will be awarded Federal and State capital funding and the local funding will be 10%.</i>			

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Medium Duty Fixed Route Bus - Replace <i>Replacing T-1903, with 300,000 miles - in service since July 2019. It will have exceeded its useful life and will be in need of replacement. It is assumed we will not be awarded Federal and State capital funding and the local funding will be 100%.</i>	159,100	159,100	
Medium Duty Fixed Route Bus - Replace <i>Replacing T-1904, with 300,000 miles - in service since August 2019. It will have exceeded its useful life and will be in need of replacement. It is assumed we will not be awarded Federal and State capital funding and the local funding will be 100%.</i>	159,100	159,100	
Total Transportation Fund	\$999,800	\$999,800	\$0

Landfill

Public Works - Facilities

Road Tractor <i>Replacing S-035, 2006, with 118,246 miles - reached mileage criteria and repairs are costly. A more reliable and efficient tractor is needed to haul equipment and leachate.</i>	280,000	280,000	
Rough Terrain Vehicles (2) <i>Two rough terrain vehicles are needed to complete grounds maintenance tasks at the landfill to include landfill gas, stormwater, and leachate monitoring.</i>	56,000	56,000	
Utility Tractor <i>The landfill terrain requires a tractor that can safely cut the slopes and various attachments.</i>	103,500	103,500	
Tractor Seeder Attachment <i>Seeder attachment is needed to support vegetation and cover of landfill slopes to prevent sediment runoff and erosion.</i>	17,300	17,300	
Parimeter Fence <i>A 50-foot-tall fence perimeter of the landfill to prevent blown litter and security.</i>	275,000	275,000	
Total Landfill	\$731,800	\$731,800	\$0

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
<u>Water and Sewer Operation Fund</u>			
<u>Public Works - Utilities Water & Sewer</u>			
Truck <i>Replacing U-157, 2011, with 192,604 miles - over years and miles.</i>	50,000		11,400
Truck <i>Replacing U-159, 2011, with 198,550 miles - over years and miles.</i>	50,000		11,400
Truck <i>To support a new Meter Technician position.</i>	50,000		11,400
Van <i>Replacing U-162, 2012, with 134,000 miles - recommendation of Vehicle Maintenance. Meets SOP requirements.</i>	60,000		13,700
Truck <i>Replacing U-165, 2012, with 119,000 miles - recommendation of Vehicle Maintenance. Meets SOP requirements.</i>	60,000		13,700
Truck <i>To support a new Maintenance Superintendent position.</i>	60,000		13,700
Truck <i>To support a new SCADA Team Leader position.</i>	55,000		12,500
SmartChem 210 Automated Discrete Chemistry Analyzer <i>Replacing a 2012 Analyzer that is 11 years old. KPM Analytics recommends to begin to budget for a system replacement after 10 years of continuous operation before repairs becomes frequent and costly.</i>	63,400		14,400
Millipore Sigma Milli-Q Water Purification System <i>Replacing a 2015 purification system that is 8 years old. Millipore Sigma recommends to budget for system replacement after 8 years of continuous operation and upon frequent repair cost. The Milli-Q Integral 10 alarm has alerted for technical support assistance repair calls several times within the past few months.</i>	27,100		6,200
Light Tower <i>Replacing U-122, 2002 - 21 years old, needs more work and is hard to get parts (lights) when they go out.</i>	14,900		3,400
Light Tower <i>Replacing U-150, 2007 - 16 years old, needs more work and is hard to get parts (lights) when they go out.</i>	14,900		3,400
Truck <i>Replacing U-168, 2012, with 162,802 miles - over years and miles as well as has been in the shop several times this year.</i>	50,000		11,400

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Dump Truck <i>Replacing U-181, 2014, with 90,000 miles - age, mileage and Vehicle Maintenance recommendation.</i>	195,000		44,400
3/4 ton Truck w/ Plow <i>Need a new truck, 3/4 ton, with a snow plow, for the purpose of moving snow for Water & Wastewater Department.</i>	125,000		28,500
Truck <i>To support a new Operator position that was approved as part of the FY2024 budget adoption. This new employee needs an assigned vehicle to perform job duties at various well and pump station sites throughout the North Region.</i>	65,000		14,800
Forklift <i>Replacing U87, a 2010 - age requirements.</i>	7,400		1,700
Truck <i>To support a new Cyber Security Officer position.</i>	60,000		13,700
Trailer mounted Pressure Washer <i>Need a new trailer mounted pressure washer at Mattawoman Plant to perform washing UV system, cleaning barscreen, and cleaning outside buildings.</i>	35,000	35,000	
New Diesel Pump and Piping <i>Mattawoman Wastewater Treatment Plant needs to purchase a diesel pump and associated piping. This mobile pumping set up allows staff to transfer wastewater from tank to tank as needed on the facility for maintenance and emergency response. The benefit in purchasing a trailer mounted diesel pump is that this pump can be utilized across the facility for different needs as they arise. This pump will most likely include grinder/chopper enhancements to ensure good operation due to the wastewater density and inorganic materials found in wastewater.</i>	150,000	150,000	
Truck <i>Replacing U-56, 2008 -for Technical Support. Over 10 years old and has experienced mechanical issues in recent years. Replacement recommended by Vehicle Maintenance.</i>	55,000		12,500
Contingency	42,000		9,600
Total Water & Sewer Fund	\$1,289,700	\$185,000	\$251,800
Total Cost of Items to Be Capital Asset Financed	\$1,104,700		

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
<u>DPW - Capital Project Management</u>			
Truck <i>To support a new Project Field Superintendent position.</i>	55,000		12,500
Truck <i>To support a new Utilities Project Manager II position.</i>	55,000		12,500
Total DPW - Capital Project Management	\$110,000	\$0	\$25,000
Total Cost of Items to Be Capital Asset Financed	\$110,000		

Environmental Services Program Fund

Public Works - Facilities

4x4 Pickup Truck <i>Replacing S-001, 2009, with 55,000 miles - over 15 years old and a replacement is needed to reduce downtime and ensure continuity of operations.</i>	51,000	51,000	
Roll-Off Truck <i>Replacing S-085, 2015, with 162,905 miles - high mileage and a replacement is needed to reduce downtime and ensure continuity of operations.</i>	305,000	305,000	
95 Gallon Recycling Carts <i>To purchase 95 gallon recycling carts for service expansion and resident requests.</i>	150,000	150,000	
Total PW-Facilities	506,000	506,000	0
Total Environmental Srv. Fund	\$506,000	\$506,000	\$0

Watershed Protection & Restoration Fund

Public Works

Roads

Truck <i>To support a new Assistant Chief of Roads position.</i>	50,000		11,400
Root Grapple Attachments (2) <i>Attachments needed for loaders used in storm debris clean up. Will speed up response time and open roads faster.</i>	12,000		2,700
Trench Roller (2) <i>Trench Rollers needed to assist crews performing drainage and pipe replacement repairs. Power is remote operated and safer for staff. Will provide better compaction of trench over stormwater management devices.</i>	100,000		22,800

FY 2025 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Payment
Plate Compactor <i>Plate compactor attachment will fit on excavators performing ditching, drainage and pipe replacement repairs. Allows for better compaction and safety.</i>	12,000		2,700
Vehicle <i>To support a new Inspector position.</i>	60,000		13,700
Total Public Works	\$234,000	\$0	\$53,300
Watershed Protection & Restoration Fund	\$234,000	\$0	\$53,300
Total Cost of Items to Be Capital Asset Financed	\$234,000		
TOTAL ALL FUNDS	\$12,010,500	\$6,286,600	\$1,304,400
Total Cost of Items to Be Capital Asset Financed	\$5,723,900		

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 FY2025 budget was appropriated using Pay-Go funding of \$11,142,000 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.

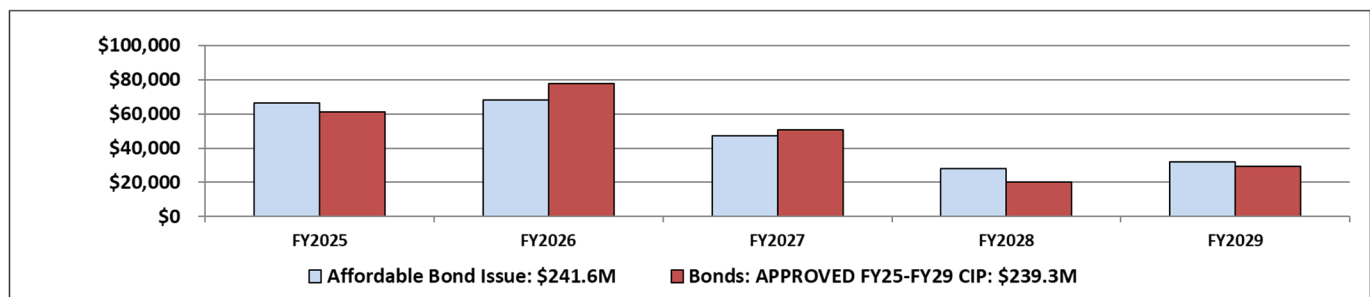
The County Commissioners, by virtue of Article 24, Section 9-10B-01, of the Annotated Code of Maryland, can issue bonds necessary for school construction related to additional capacity. The revised legislation allows the County to assess and collect an excise tax on new home starts to pay for the debt 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 FY2025-FY2029 CIP fund balance is utilizing bond premium from the 2023 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	FY2025 Excise Tax
Single Family Detached	\$21,351
Townhouse	\$21,398
Multi-Family	\$18,868

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

There were no projects that were either deferred, removed, did not require additional funding, or the scope of the project was substantially reduced from the prior approved FY24 – FY28 program.

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 capital financing 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 FY2029, the current FY2025-FY2029 CIP would result in the need to add an additional \$26.7 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 Thornton Elementary School and Middle School #10 is provided. These costs will be modified closer to the opening of the schools which is not scheduled until FY2026 and FY2029 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 \$56,200 which is estimated to begin in FY2028. 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 \$366,400. 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 \$306,600. This impact will be supported by the Environmental Service Fund.



Current conceptual interior of building.

CUMULATIVE CIP OPERATING IMPACTS

FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)

	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>	<u>Beyond FY 2029</u>	<u>PERSONNEL</u>
GOVERNMENTAL OPERATIONS							
BOARD OF EDUCATION							
Thornton Elementary School							
No. of Personnel	0.00	57.60	57.60	57.60	57.60	57.60	Administrative Staff 2.0
Personnel Costs	\$0.0	\$4,066.4	\$4,269.7	\$4,483.2	\$4,707.3	\$4,942.7	Support Staff 16.8
Operating	0.0	467.9	491.3	515.9	541.7	554.4	Teachers/Asst 38.8
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	
Total Operating	\$0.0	\$4,534.3	\$4,761.0	\$4,999.1	\$5,249.0	\$5,497.1	
Middle School #10							
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	654.5	674.1	Special Ed 21.0
Start-Up Cost	0.00	0.00	0.00	0.00	2,758.6	2,841.3	Student Personnel 2.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$17,401.6	\$18,203.3	Operation of Plant 6.0
Total Board of Education	\$0.0	\$4,534.3	\$4,761.0	\$4,999.1	\$22,650.6	\$23,700.4	
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	0.0	0.0	823.1	839.6	864.8	
Total Operating	\$0.0	\$0.0	\$0.0	\$823.1	\$839.6	\$864.8	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	
Total Impact	\$0.0	\$0.0	\$0.0	\$823.1	\$839.6	\$864.8	
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	579.5	591.1	602.9	621.0	
Total Operating	\$0.0	\$0.0	\$646.0	\$660.9	\$676.2	\$697.9	
Vehicle & Equipment Lease	0.0	0.0	4.8	9.6	9.6	9.6	
Total Impact	\$0.0	\$0.0	\$650.8	\$670.5	\$685.8	\$707.5	
New La Plata Library							
No. of Personnel	0.00	0.00	1.00	1.00	1.00	1.00	Electrician I 1.0
Personnel Costs	\$0.0	\$0.0	\$69.5	\$72.9	\$76.6	\$80.4	
Operating	0.0	0.0	210.5	146.3	149.3	153.8	
Total Operating	\$0.0	\$0.0	\$280.0	\$219.2	\$225.9	\$234.2	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	
Total Impact	\$0.0	\$0.0	\$280.0	\$219.2	\$225.9	\$234.2	
Sports and Wellness Center							
No. of Personnel	0.00	0.00	1.00	14.25	14.25	14.25	General Manager 1.0
Personnel Costs	\$0.0	\$0.0	\$100.9	\$484.7	\$484.7	\$589.1	Pool Manager 1.0
Operating	0.0	0.0	0.5	1.3	2.0	2.2	Assistant Pool Manager 1.0
Total Operating	\$0.0	\$0.0	\$101.4	\$486.0	\$486.7	\$591.3	Program Manager 2.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	Registraion Specialist 1.0
Total Impact	\$0.0	\$0.0	\$101.4	\$486.0	\$486.7	\$591.3	Part Time 8.3
Pinefield EMS Facility							
No. of Personnel	0.00	0.00	11.77	11.77	11.77	11.77	Paramedic 5.0
Personnel Costs	\$0.0	\$0.0	\$835.4	\$877.2	\$921.0	\$967.1	EMT 5.0
Operating	0.0	0.0	205.2	209.3	213.4	219.8	Lt/Paramedic Supervisor 1.0
Total Operating	\$0.0	\$0.0	\$1,040.6	\$1,086.5	\$1,134.4	\$1,186.9	Building Service Worker 0.8
Vehicle & Equipment Lease	0.0	0.0	10.1	20.2	20.2	20.2	
Total Impact	\$0.0	\$0.0	\$1,050.7	\$1,106.7	\$1,154.6	\$1,207.1	

CUMULATIVE CIP OPERATING IMPACTS

FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)

	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>	<u>Beyond FY 2029</u>	<u>PERSONNEL</u>	
COUNTY GOVERNMENTAL OPERATIONS								
Popes Creek Waterfront Phase II								
No. of Personnel	0.00	2.00	2.00	2.00	2.00	2.00		
Personnel Costs	\$0.0	\$197.0	\$206.8	\$217.2	\$228.0	\$239.4	Park Manager	1.0
Operating	0.0	73.1	74.6	76.1	77.6	79.9	Assistant Manager	1.0
Total Operating	\$0.0	\$270.1	\$281.4	\$293.3	\$305.6	\$319.3		
Vehicle & Equipment Lease	0.0	16.5	33.0	33.0	33.0	33.0		
Total Impact	\$0.0	\$286.6	\$314.4	\$326.3	\$338.6	\$352.3		

Waldorf Park Development Phase I

No. of Personnel	0.00	0.00	0.00	4.48	13.48	13.48	Park Manager	1.0
Personnel Costs	\$0.0	\$0.0	\$0.0	\$251.1	\$263.6	\$276.8	Assistant Park Manager	1.0
Operating	0.0	0.0	0.0	41.0	41.9	43.1	Part Time	2.5
Total Operating	\$0.0	\$0.0	\$0.0	\$292.1	\$305.5	\$319.9		
Vehicle & Equipment Lease	0.0	0.0	0.0	18.2	36.5	36.5		
Total Impact	\$0.0	\$0.0	\$0.0	\$310.3	\$342.0	\$356.4		

Total Governmental Operations	\$0.0	\$286.6	\$2,397.3	\$3,942.1	\$4,073.2	\$4,313.6		
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TOTAL GOVERNMENTAL IMPACT

No. of Personnel								
Board of Education	0.00	57.60	57.60	57.60	151.40	151.40		
Governmental Operations	0.00	2.00	16.77	34.50	43.50	43.50		
Total Personnel	0.00	59.60	74.37	92.10	194.90	194.90		
Board of Education	\$0.0	\$4,534.3	\$4,761.0	\$4,999.1	\$22,650.6	\$23,700.4		
Governmental Operations	0.0	286.6	2,397.3	3,942.1	4,073.2	4,313.6		
Total Impact	\$0.0	\$4,820.9	\$7,158.3	\$8,941.2	\$26,723.8	\$28,014.0		

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	\$49.0	\$51.4	\$53.5		
Operating	0.0	0.0	0.0	2.6	2.7	2.7		
Total Operating	\$0.0	\$0.0	\$0.0	\$51.6	\$54.1	\$56.2		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0		
Total Impact	\$0.0	\$0.0	\$0.0	\$51.6	\$54.1	\$56.2		

WATER & SEWER

Utilities Professional Development and Training Center

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	\$125.0	Building Service Tech	1.0
Operating	0.0	0.0	0.0	0.0	0.0	65.7		
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$190.7		
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	\$0.0	\$190.7		

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	\$125.0	Building Service Tech	1.0
Operating	0.0	0.0	0.0	0.0	0.0	50.7		
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$175.7		
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	\$0.0	\$175.7		

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	\$261.5	\$274.6	\$288.3	\$299.9	Equipment Operator	2.0
Operating	0.0	0.0	6.2	6.3	6.5	6.7		
Total Operating	\$0.0	\$0.0	\$267.7	\$280.9	\$294.8	\$306.6		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0		
Total Impact	\$0.0	\$0.0	\$267.7	\$280.9	\$294.8	\$306.6		

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 FY2025 and tentatively approved FY2026-FY2029 expenditure budgets by category.
6. Prior Appropriation thru FY24 lists the amounts approved for this project to date.
7. Beyond FY2029 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 FY29).
9. Financing Sources: lists the Approved FY2025 and tentatively approved FY2026-FY2029 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 2025

(\$ in thousands)

PROJECT NAME: <div style="border: 1px solid black; width: 100px; height: 40px; margin: 5px 0; position: relative;"> 1. 2. 4. </div>	Requested By: <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block; position: relative;"> 3. </div>
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EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total 25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering									
Land & ROW									
Construction									
Equipment									
Administration									
Inspection									
Miscellaneous									
Contingency									
Total Outlay									

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total 25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds									
Fund Balance Appropriation									
Operating Transfer									
Total County Funding									
Federal									
State									
Other:									
Total Funding									

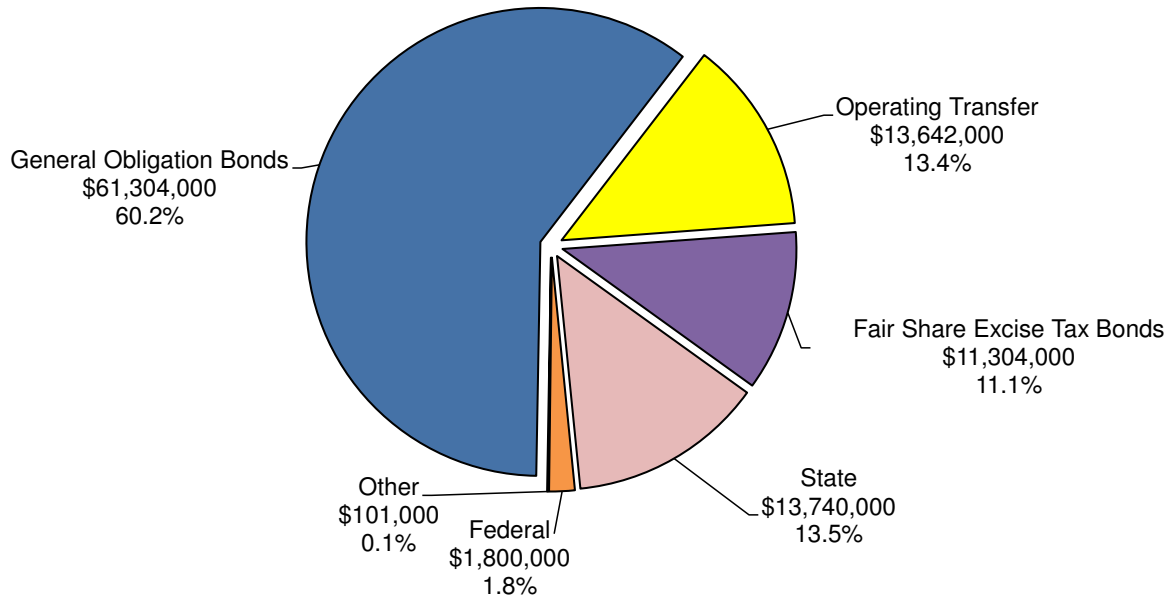
Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
No. of Personnel					
Personnel Costs					
Operating					
Start-Up Cost					
Total Operating					
Debt Service: Bonds					
Vehicle & Equipment Lease					
Total Impact					

Approp. thru FY24	Beyond FY 2029

LOCATION:	
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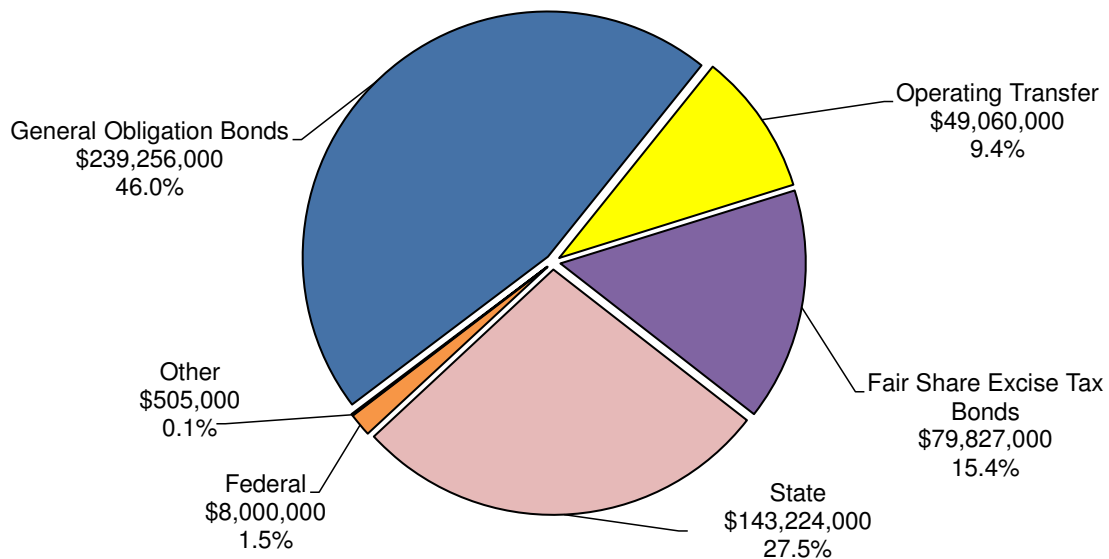
FY25 Governmental Projects by Funding Source

Total: \$98,360,000



FY25-FY29 Governmental Projects by Funding Source

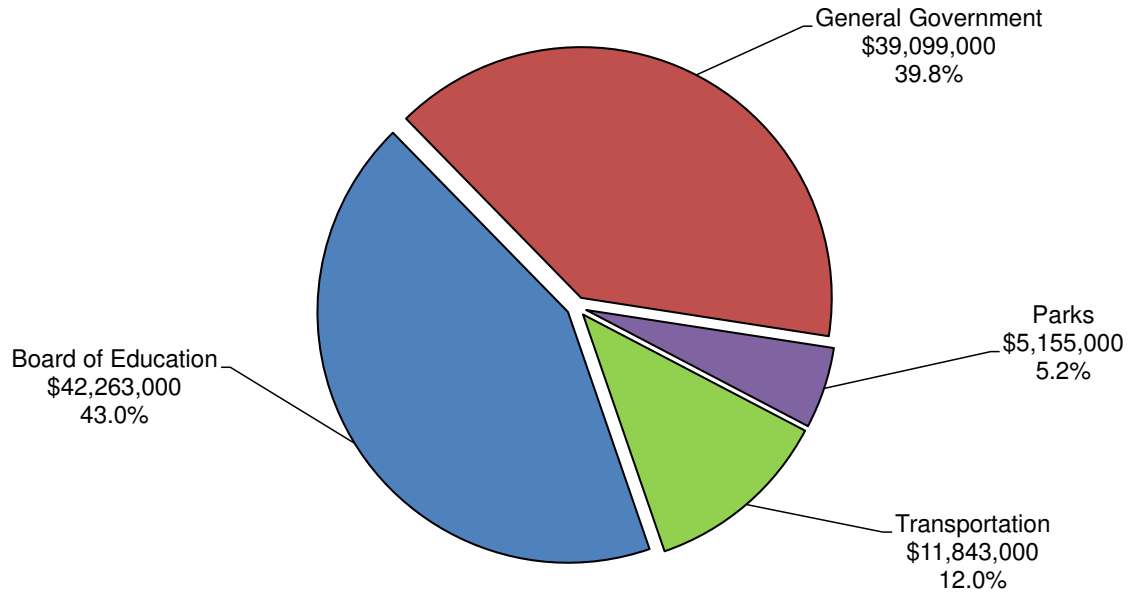
Total: \$516,341,000



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.

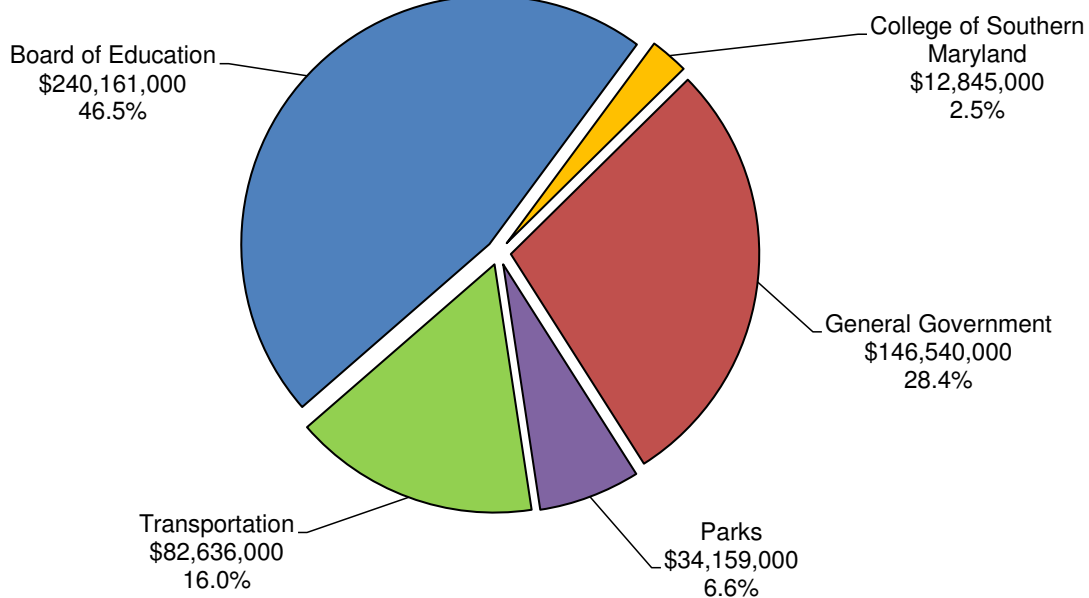
FY25 Governmental Projects by Type

Total: \$98,360,000



FY25-FY29 Governmental Projects by Type

Total: \$516,341,000



- The majority of the funding for the Board of Education represents renovations at La Plata High School, open space enclosure additions at 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, 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 sports and wellness center, as well as maintenance/renovations on various facilities.

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025 APPROVED CAPITAL PROJECT BUDGET FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Prior Approp. thru FY24	Beyond FY 2029	Project Total
Governmental Projects									
CAPITAL COSTS									
Board of Education	\$42,263	\$35,915	\$56,984	\$72,079	\$32,920	\$240,161	\$115,246	\$102,414	\$457,821
College of Southern Maryland.....	0	0	6,832	6,013	0	12,845	0	0	12,845
General Government.....	39,099	64,829	32,482	4,990	5,140	146,540	64,093	6,159	216,792
Parks.....	5,155	6,242	1,452	1,517	19,793	34,159	7,606	19,012	60,777
Transportation.....	11,843	19,836	23,112	14,233	13,612	82,636	77,034	12,681	172,351
Total Governmental	\$98,360	\$126,822	\$120,862	\$98,832	\$71,465	\$516,341	\$263,980	\$140,266	\$920,587
FINANCE SOURCES									
General Obligation Bonds.....	\$61,304	\$77,495	\$50,813	\$20,318	\$29,326	\$239,256	\$142,111	\$60,686	\$442,051
Fair Share Excise Tax Bonds.....	11,304	9,135	22,900	27,098	9,390	79,827	35,936	30,390	146,153
Capital Project Fund - Fund Balance.....	2,500	8,700	5,500	1,500	0	18,200	6,581	0	24,781
General Fund Operating Transfer.....	11,142	9,441	5,443	2,548	2,286	30,860	11,373	2,305	44,538
Total County Funding	\$86,250	\$104,771	\$84,656	\$51,464	\$41,002	\$368,143	\$196,001	\$93,381	\$657,523
Federal.....	1,800	6,200	0	0	0	8,000	9,200	0	17,200
State.....	13,740	15,750	36,105	47,267	30,362	143,224	54,319	46,763	244,306
Other: Forward funding State Share.....	(3,531)	0	0	0	0	(3,531)	3,531	0	0
Other.....	101	101	101	101	101	505	930	122	1,557
Total Governmental	\$98,360	\$126,822	\$120,862	\$98,832	\$71,465	\$516,341	\$263,980	\$140,266	\$920,587
Enterprise Fund Projects									
CAPITAL COSTS									
Water.....	\$20,376	\$73,675	\$47,914	\$17,936	\$28,170	\$188,071	\$50,070	\$205,485	\$443,626
Sewer.....	36,607	64,995	75,014	71,025	62,575	310,216	173,353	183,637	667,205
Solid Waste (Landfill).....	18,007	406	9,305	0	0	27,718	3,279	0	30,997
Watershed Protection & Restoration.....	8,568	3,666	4,137	5,262	6,012	27,645	54,088	6,762	88,495
Environmental Service.....	2,026	852	0	0	0	2,878	1,184	0	4,062
Total Enterprise Funds	\$85,584	\$143,594	\$136,370	\$94,223	\$96,757	\$556,528	\$281,973	\$395,884	\$1,234,385
FINANCE SOURCES									
Water Bonds.....	\$20,218	\$73,647	\$47,834	\$17,937	\$28,170	\$187,806	\$49,824	\$205,485	\$443,115
Sewer Bonds.....	32,614	58,965	67,886	65,071	58,406	282,942	156,809	161,934	601,686
Watershed Protection & Restoration Bonds	8,491	3,491	4,060	5,185	5,935	27,162	51,811	6,685	85,658
Environmental Service Bonds.....	2,026	852	0	0	0	2,878	1,184	0	4,062
Enterprise Fund Operating Transfers.....	255	231	237	77	77	877	1,154	77	2,108
Solid Waste Capital Reserve.....	18,007	406	9,305	0	0	27,718	3,279	0	30,997
Total County Funding	\$81,611	\$137,592	\$129,322	\$88,270	\$92,588	\$529,383	\$264,062	\$374,181	\$1,167,626
State.....	0	0	0	0	0	0	1,784	0	1,784
Other: WSSC.....	3,973	6,002	7,048	5,953	4,169	27,145	16,128	21,703	64,976
Total Enterprise Funds	\$85,584	\$143,594	\$136,370	\$94,223	\$96,757	\$556,528	\$281,973	\$395,884	\$1,234,385
TOTAL PROJECTS	\$183,944	\$270,416	\$257,232	\$193,055	\$168,222	\$1,072,869	\$545,953	\$536,150	\$2,154,972

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Prior Approp. thru FY24	Beyond FY 2029	Project Total
<u>GOVERNMENTAL PROJECTS</u>									
<u>BOARD OF EDUCATION</u>									
Smallwood M.S. Roof/Chiller/H&V/UV Replacement	\$10,136	\$2,727	\$0	\$0	\$0	\$12,863	\$3,372	\$0	\$16,235
BOE: Various Maintenance Projects	1,411	1,411	1,411	1,411	1,411	7,055	0	1,411	8,466
Local Portable Classrooms - Various Schools	526	200	200	200	200	1,326	0	200	1,526
T.C. Martin Elementary School Study/Renovation/Addition	3,531	0	0	0	0	3,531	47,342	0	50,873
Piccowaxen M.S. Boiler Replacement	0	1,099	0	0	0	1,099	80	0	1,179
Thornton Elementary School	10,029	307	0	0	0	10,336	41,925	0	52,261
Full Day Kindergarten Addition: Mitchell E.S.	0	101	6,885	0	0	6,986	450	0	7,436
Full Day Kindergarten Addition: J.C. Parks E.S.	0	7,926	0	0	0	7,926	500	0	8,426
Full Day Kindergarten Addition: Wade E.S.	601	4,524	0	0	0	5,125	400	0	5,525
Full Day Kindergarten Addition: Dr. Higdon E.S.	0	101	4,600	0	0	4,701	425	0	5,126
La Plata High School - Modernization and Capacity Addition	5,001	5,301	3,901	31,301	31,301	76,805	12,750	83,908	173,463
Mattawoman MS - Roof Replacement	0	4,436	0	0	0	4,436	450	0	4,886
Middle School #10	0	801	34,601	34,351	0	69,753	3,051	0	72,804
Open Space Enclosure at Indian Head Elementary School	3,951	0	0	0	0	3,951	4,501	0	8,452
Open Space Enclosure at Dr. James Craik Elementary School	4,901	4,501	0	0	0	9,402	0	0	9,402
Total without inflation	\$40,087	\$33,435	\$51,598	\$67,263	\$32,912	\$225,295	\$115,246	\$85,519	426,060
Contingency- Inflation	2,176	2,480	5,386	4,816	8	14,866		16,895	31,761
Total Board of Education	\$42,263	\$35,915	\$56,984	\$72,079	\$32,920	\$240,161	\$115,246	\$102,414	\$457,821
<u>COLLEGE OF SOUTHERN MARYLAND</u>									
Building Repairs: Bookstore and Campus Center	\$0	\$0	\$6,109	\$5,271	\$0	\$11,380	\$0	\$0	\$11,380
Total without inflation	\$0	\$0	\$6,109	\$5,271	\$0	\$11,380	\$0	\$0	\$11,380
Contingency- Inflation	0	0	723	742	0	1,465	0	0	1,465
Total College Southern Maryland	\$0	\$0	\$6,832	\$6,013	\$0	\$12,845	\$0	\$0	\$12,845

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Prior Approp. thru FY24	Beyond FY 2029	Project Total
<u>GENERAL GOVERNMENT</u>									
Zekiah Rural Legacy Program	\$1,212	\$1,212	\$1,212	\$1,212	\$1,212	\$6,060	\$0	\$1,212	\$7,272
Nanjemoy Rural Legacy Program	1,212	1,212	1,212	1,212	1,212	6,060	0	1,212	7,272
Agricultural Preservation	812	962	1,112	1,262	1,412	5,560	0	1,412	6,972
Purchase of Developments Rights (PDR) Program	559	559	559	559	559	2,795	0	559	3,354
Various Maintenance Projects	526	526	526	526	526	2,630	0	526	3,156
Radio Communications System Upgrade	4,468	3,466	2,939	0	0	10,873	33,273	0	44,146
Charles County VanGO Maintenance Facility	3,097	8,052	0	0	0	11,149	12,338	0	23,487
New La Plata Library	8,856	10,060	0	0	0	18,916	5,318	0	24,234
Blue Crabs Stadium Maintenance	209	209	209	209	209	1,045	578	208	1,831
Old La Plata Library Renovation	0	90	2,400	0	0	2,490	100	0	2,590
Sports and Wellness Center	7,946	27,570	17,570	0	0	53,086	465	0	53,551
Charles County Courthouse HVAC Improvements	2,395	3,181	1,790	0	0	7,366	5,540	0	12,906
Detention Center Pump Station Rehabilitations	1,227	0	0	0	0	1,227	1,869	0	3,096
Pinefield EMS Facility	3,449	2,290	0	0	0	5,739	4,162	0	9,901
DNR Site Layout Feasibility Study and Master Engineering	252	0	0	0	0	252	450	0	702
Hazardous Material Remediation and Demolition of La Plata Armory	859	0	0	0	0	859	0	0	859
Port Tobacco Community Center Renovation	168	0	0	0	0	168	0	0	168
Circuit Court Interior Renovations	198	198	0	0	0	396	0	0	396
Total without inflation	\$37,445	\$59,587	\$29,529	\$4,980	\$5,130	\$136,671	\$64,093	\$5,129	\$205,893
Contingency- Inflation	1,654	5,242	2,953	10	10	9,869		1,030	10,899
Total General Government	\$39,099	\$64,829	\$32,482	\$4,990	\$5,140	\$146,540	\$64,093	\$6,159	\$216,792
<u>PARKS</u>									
Park Repair & Maintenance Projects	\$388	\$438	\$438	\$488	\$488	\$2,240	\$0	\$538	\$2,778
Various Pedestrian & Bicycle Facilities	261	261	261	261	261	1,305	485	261	2,051
Popes Creek Waterfront Phase II	837	0	0	0	0	837	831	0	1,668
Smallwood Drive Shared Use Paths	621	0	0	0	0	621	481	0	1,102
Waldorf Park Development Phase I	0	2,393	673	0	0	3,066	2,182	0	5,248
Waldorf Park Development Phase II	0	0	0	673	16,506	17,179	1,994	15,006	34,179
Hamilton Road Sidewalk Improvements	270	3,118	0	0	0	3,388	890	0	4,278
Mill Hill Road Sidewalk	1,085	0	0	0	0	1,085	744	0	1,829
Bryans Road Sidewalk (Wooster Road to Matthews Rd.)	286	0	0	0	0	286	0	0	286
White Plains Golf Cart Path Repaving	558	0	0	0	0	558	0	0	558
Parks Restrooms Replacements	356	0	0	0	0	356	0	0	356
South Hampton Sidewalks Phase I	395	0	0	0	0	395	0	0	395
Total without inflation	\$5,057	\$6,210	\$1,372	\$1,422	\$17,255	\$31,316	\$7,606	\$15,805	\$54,727
Contingency- Inflation	98	32	80	95	2,538	2,843		3,207	6,050
Total Parks	\$5,155	\$6,242	\$1,452	\$1,517	\$19,793	\$34,159	\$7,606	\$19,012	\$60,777

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Prior Approp. thru FY24	Beyond FY 2029	Project Total
<u>TRANSPORTATION</u>									
Road Overlay Program	\$6,321	\$5,071	\$5,071	\$5,071	\$5,071	\$26,605	\$0	\$5,071	\$31,676
County Drainage Systems Improvement Program	617	1,192	1,442	1,692	1,999	6,942	3,686	2,214	12,842
Safety Improvement Program- Existing Roadways	300	305	310	315	320	1,550	1,465	325	3,340
Traffic Signal Program	288	327	367	401	434	1,817	1,735	434	3,986
Sidewalk Improvement Program	186	186	186	186	186	930	0	186	1,116
Billingsley Road Safety Improvements	0	0	4,366	238	0	4,604	7,909	0	12,513
Turkey Hill Road Reconstruction	0	356	904	401	2,304	3,965	0	2,305	6,270
Old Washington Road Reconstruction	556	1,354	2,186	0	0	4,096	12,782	0	16,878
Waldorf Urban Redevelopment Corridor Stormwater Outfall	1,056	3,936	6,406	2,576	0	13,974	1,391	0	15,365
Middletown Road Phase 3 Roadway Improvements - Land Acquisition & Design	0	0	0	2,282	2,175	4,457	1,069	0	5,526
Mill Hill Road Upgrade	529	0	0	0	0	529	4,199	0	4,728
Western Parkway	829	1,259	0	0	0	2,088	37,329	0	39,417
Substation Road Improvements	448	4,927	0	0	0	5,375	2,157	0	7,532
Middletown Road and Billingsley Road Roundabout	314	0	0	0	0	314	3,312	0	3,626
Collaborative Community Partnerships (Community Revitalization Program)	250	250	0	0	0	500	0	0	500
Total without inflation	\$11,694	\$19,163	\$21,238	\$13,162	\$12,489	\$77,746	\$77,034	\$10,535	\$165,315
Contingency- Inflation	149	673	1,874	1,071	1,123	4,890		2,146	7,036
Total Transportation	\$11,843	\$19,836	\$23,112	\$14,233	\$13,612	\$82,636	\$77,034	\$12,681	\$172,351
Total Governmental	\$98,360	\$126,822	\$120,862	\$98,832	\$71,465	\$516,341	\$263,980	\$140,266	\$920,587

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
APPROVED CAPITAL IMPROVEMENT PROGRAM
FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Prior Approp. thru FY24	Beyond FY 2029	Project Total
FINANCING SOURCES:									
GOVERNMENTAL OPERATIONS:									
BOARD OF EDUCATION									
Bonds	\$22,633	\$10,547	\$1,258	\$2,829	\$4,330	\$41,597	\$26,001	\$41,453	\$109,051
Operating Transfer- General Fund	1,090	915	1,465	0	0	3,470	898	0	4,368
Fair Share Excise Tax Bonds	11,304	9,135	22,900	27,098	9,390	79,827	35,936	30,390	146,153
Total County Funding	35,027	23,597	28,123	31,427	13,720	131,894	62,835	71,843	266,572
State	10,767	12,318	28,861	40,652	19,200	111,798	48,881	30,571	191,250
Other: Forward Funding	(3,531)	0	0	0	0	(3,531)	3,531	0	(1)
Total Funding	\$42,263	\$35,915	\$56,984	\$72,079	\$32,920	\$240,161	\$115,246	\$102,414	\$457,821
COLLEGE OF SOUTHERN MARYLAND									
Bonds	\$0	\$0	\$2,250	\$2,060	\$0	\$4,310	\$0	\$0	\$4,310
Total County Funding	0	0	2,250	2,060	0	\$4,310	\$0	\$0	\$4,310
State	0	0	4,582	3,953	0	8,535	0	0	8,535
Total Funding	\$0	\$0	\$6,832	\$6,013	\$0	\$12,845	\$0	\$0	\$12,845
GENERAL GOVERNMENT									
Bonds	\$27,660	\$48,596	\$28,537	\$2,481	\$2,931	\$110,205	\$39,644	\$3,515	\$153,364
Fund Balance Appropriation	0	2,700	0	0	0	2,700	6,493	0	9,193
Operating Transfer- General Fund	7,308	4,462	1,844	408	108	14,130	6,947	107	21,184
Total County Funding	34,968	55,758	30,381	2,889	3,039	\$127,035	\$53,084	\$3,622	\$183,741
Federal	1,800	6,200	0	0	0	8,000	9,200	0	17,200
State	2,230	2,770	2,000	2,000	2,000	11,000	1,525	2,415	14,940
Other: _____	101	101	101	101	101	505	284	122	911
Total Funding	\$39,099	\$64,829	\$32,482	\$4,990	\$5,140	\$146,540	\$64,093	\$6,159	\$216,792
PARKS									
Bonds	\$3,066	\$3,496	\$431	\$529	\$10,305	\$17,827	\$2,625	\$4,892	\$25,344
Operating Transfer- General Fund	1,508	2,246	521	488	488	5,251	552	538	6,341
Total County Funding	4,574	5,742	952	1,017	10,793	\$23,078	\$3,177	\$5,430	\$31,685
State	581	500	500	500	9,000	11,081	3,913	13,582	28,576
Other: _____	0	0	0	0	0	0	516	0	516
Total Funding	\$5,155	\$6,242	\$1,452	\$1,517	\$19,793	\$34,159	\$7,606	\$19,012	\$60,777
TRANSPORTATION									
Bonds	\$7,945	\$14,856	\$18,337	\$12,419	\$11,760	\$65,317	\$73,840	\$10,825	\$149,982
Fund Balance Appropriation	2,500	3,000	3,000	0	0	8,500	88	0	8,588
Operating Transfer- General Fund	1,236	1,818	1,613	1,652	1,690	8,009	2,976	1,660	12,645
Total County Funding	11,681	19,674	22,950	14,071	13,450	\$81,826	\$76,904	\$12,485	\$171,215
State	162	162	162	162	162	810	0	196	1,006
Total Funding	\$11,843	\$19,836	\$23,112	\$14,233	\$13,612	\$82,636	\$77,034	\$12,681	\$172,351
Total Governmental	\$98,360	\$126,822	\$120,862	\$98,832	\$71,465	\$516,341	\$263,980	\$140,266	\$920,587

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2025 APPROVED CAPITAL PROJECT BUDGET
FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Prior Approp. thru FY24	Beyond FY 2029	Project Total
ENTERPRISE FUND OPERATIONS									
WATER & SEWER									
Automation & Technology Master Plan	\$40	\$56	\$837	\$1,174	\$0	\$2,107	\$4,276	\$0	\$6,383
Utilities Professional Development & Training Center	0	0	0	206	1,404	1,610	0	0	1,610
Utilities Waldorf Regional Facility	506	1,256	306	3,175	3,294	8,537	0	3,250	11,787
Bel Alton and Chapel Point Interconnection	984	0	0	0	6,966	7,950	1,351	0	9,301
Ellenwood, Mariellen and Newtown Connection	0	0	0	0	3,986	3,986	550	3,986	8,522
Satellite Water Facility Upgrades	826	1,804	1,866	1,249	1,249	6,994	6,832	1,249	15,075
Gleneagles 2MG Water Tower	9,721	1,071	0	0	0	10,792	4,753	0	15,545
Bryans Road 2MG Water Tower	806	11,906	806	0	0	13,518	2,671	0	16,189
Hughesville Water Line	66	3,666	5,766	5,766	2,456	17,720	5,251	0	22,971
Bryans Village Waterline Interconnection	1,227	1,227	0	0	0	2,454	466	0	2,920
Middletown Rd-Bensville Rd Waterline Interconnection	456	3,466	0	0	0	3,922	4,507	0	8,429
Waldorf Water Tower #8	0	4,246	4,086	0	0	8,332	874	0	9,206
Waldorf Water Tower #8 Water Distribution	156	1,236	0	0	0	1,392	848	0	2,240
Old Washington Road Waterline	119	94	1,470	0	0	1,683	1,276	0	2,959
Potomac River Water Supply Treatment Plant	506	2,406	1,504	3,004	3,234	10,654	2,354	170,196	183,204
WSSC Waldorf Interconnection	716	34,356	24,006	0	0	59,078	8,690	0	67,768
White Plains Water Enhancements	106	1,757	1,752	0	0	3,615	601	0	4,216
Acton Lane Water Main Extension	1,463	0	0	0	0	1,463	210	0	1,673
Waldorf Well #18	0	391	1,741	1,606	0	3,738	465	0	4,203
Billingsley Road Water Main Extension	1,871	1,996	0	0	0	3,867	330	0	4,197
Leonardtown Road Water Main Replacement	106	356	1,666	2,626	4,852	9,606	0	0	9,606
Cliffton Water System Improvements	680	0	0	0	0	680	4,976	0	5,656
Waldorf Fire House Tower Demolition	138	0	0	0	0	138	246	0	384
Chapel Point Reverse Osmosis Waste Tank	156	893	0	0	0	1,049	682	0	1,731
MWWTP Electrical System Replacement	7,809	5,306	3,006	0	0	16,121	17,532	0	33,653
Mattawoman Infiltration and Inflow PH II	1,373	1,445	1,445	1,095	8,495	13,853	17,838	3,545	35,236
Mattawoman WWTP Automation	1,499	1,499	231	0	0	3,229	11,842	0	15,071
Pump Station Rehabs and Replacements	2,406	6,484	7,694	4,556	4,006	25,146	11,190	4,006	40,342
Satellite Wastewater Facility Upgrades	2,069	3,719	2,019	894	894	9,595	7,412	894	17,901
MWWTP Clarifier and Thickener Improvements	1,914	3,221	0	0	0	5,135	23,592	0	28,727
MWWTP Utility Water System Evaluation & Improvement	0	206	231	1,829	1,829	4,095	3,526	0	7,621
Zekiah Pump Station Upgrade	706	6,036	5,886	3,436	0	16,064	3,067	0	19,131
Zekiah Pump Station Forcemain	171	1,211	1,184	0	0	2,566	2,219	0	4,785
Hughesville Collection Sewer System	737	236	2,586	6,336	6,336	16,231	3,042	9,186	28,459
MWWTP Septage/Hauled Waste Receiving Facility	306	306	481	2,874	2,874	6,841	3,849	2,874	13,564
MWWTP Effluent Filters Improvements	1,901	5,510	12,285	6,433	0	26,129	9,567	0	35,696
MWWTP Effluent PS Forcemain Surge Management System	0	581	2,754	0	0	3,335	3,358	0	6,693
MWWTP Belt Filter Press Replacement	3,419	1,274	0	0	0	4,693	11,403	0	16,096
MWWTP Process Improvements - Parent	3,506	20,204	22,648	21,658	16,198	84,214	6,206	118,721	209,141
MWWTP UV Disinfection System Upgrades	5,306	0	0	0	0	5,306	7,999	0	13,305
MWWTP Headworks Improvements	881	1,881	4,631	4,631	4,631	16,655	1,775	0	18,430
MWWTP BNR Improvements-Parent	256	306	1,021	5,131	5,131	11,845	7,940	5,131	24,916
Post Office Road Sewer Capacity Improvements	56	937	0	0	0	993	7,449	0	8,442
Hughesville Package Treatment Plant	1,773	326	4,126	6,626	6,626	19,477	6,490	11,812	37,779
Zekiah Interceptor Sewer Upgrades	246	2,816	0	0	0	3,062	3,918	0	6,980
Total without inflation	\$56,983	\$135,687	\$118,034	\$84,305	\$84,461	\$479,470	\$223,422	\$334,850	\$1,037,742
Contingency-inflation	0	2,983	4,894	4,656	6,284	18,817	0	54,272	73,089
Total WATER & SEWER	\$56,983	\$138,670	\$122,928	\$88,961	\$90,745	\$498,287	\$223,422	\$389,122	\$1,110,831
Water	20,376	73,675	47,914	17,936	28,170	188,071	50,070	205,485	443,626
Sewer	36,607	64,995	75,014	71,025	62,575	310,216	173,353	183,637	667,205
Total WATER & SEWER	\$56,983	\$138,670	\$122,928	\$88,961	\$90,745	\$498,287	\$223,422	\$389,122	\$1,110,831

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2025 APPROVED CAPITAL PROJECT BUDGET
FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Prior Approp. thru FY24	Beyond FY 2029	Project Total
<u>SOLID WASTE FUND</u>									
Landfill Gas to Energy	\$606	\$406	\$800	\$0	\$0	\$1,812	\$1,955	\$0	\$3,767
Landfill Cell 4B	11,120	0	0	0	0	11,120	0	0	11,120
Landfill Cell 4C	0	0	8,505	0	0	8,505	0	0	8,505
Landfill Convenience Center and Waste Transfer Station	6,281	0	0	0	0	6,281	1,324	0	7,605
Total without inflation	\$18,007	\$406	\$9,305	\$0	\$0	\$27,718	\$3,279	\$0	\$30,997
Contingency-inflation	0	0	0	0	0	0	0	0	0
Total SOLID WASTE FUND	\$18,007	\$406	\$9,305	\$0	\$0	\$27,718	\$3,279	\$0	\$30,997
<u>WATERSHED PROTECTION & RESTORATION FUND (WPRF)</u>									
NPDES Retrofit Projects	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	\$16,605	\$47,628	\$5,756	\$69,989
Gilbert Run Watershed Dam Repairs	6,006	0	0	0	0	6,006	3,343	0	9,349
Full Delivery of Water Quality Improvements	456	456	0	0	0	912	1,638	0	2,550
Floodplain Analysis Study	0	98	0	0	0	98	474	0	572
Forest Conservation Watershed Program	0	1,006	1,006	1,006	1,006	4,024	1,005	1,006	6,035
Total without inflation	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$54,088	\$6,762	\$88,495
Contingency-inflation	0	0	0	0	0	0	0	0	0
Total WPRF	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$54,088	\$6,762	\$88,495
<u>ENVIRONMENTAL SERVICE FUND</u>									
County Mulching Facility Relocation & Composting Facility	\$2,026	\$826	\$0	\$0	\$0	\$2,852	\$1,184	\$0	\$4,036
Total without inflation	\$2,026	\$826	\$0	\$0	\$0	\$2,852	\$1,184	\$0	\$4,036
Contingency-inflation	0	26	0	0	0	26	0	0	26
Total ENVIRONMENTAL SERVICE FUND	\$2,026	\$852	\$0	\$0	\$0	\$2,878	\$1,184	\$0	\$4,062
TOTAL ENTERPRISE FUNDS	\$85,584	\$143,594	\$136,370	\$94,223	\$96,757	\$556,528	\$281,973	\$395,884	\$1,234,385
TOTAL ALL PROJECTS	\$183,944	\$270,416	\$257,232	\$193,055	\$168,222	\$1,072,869	\$545,953	\$536,150	\$2,154,972
<u>FINANCING SOURCES</u>									
<u>ENTERPRISE FUND OPERATIONS:</u>									
<u>WATER AND SEWER FUND</u>									
<u>Water Projects</u>									
Bonds	\$20,218	\$73,647	\$47,834	\$17,936	\$28,170	\$187,805	\$49,824	\$205,485	\$443,114
Operating Transfer	158	28	80	0	0	266	246	0	512
Total Funding	\$20,376	\$73,675	\$47,914	\$17,936	\$28,170	\$188,071	\$50,070	\$205,485	\$443,626
<u>Sewer Projects</u>									
Bonds	\$32,614	\$58,965	\$67,886	\$65,072	\$58,406	\$282,943	\$156,810	\$161,934	\$601,686
Operating Transfer	20	28	80	0	0	128	115	0	243
Total County Funding	\$32,634	\$58,993	\$67,966	\$65,072	\$58,406	\$283,071	\$156,925	\$161,934	\$601,929
State	0	0	0	0	0	0	300	0	300
Other: WSSC	3,973	6,002	7,048	5,953	4,169	27,145	16,128	21,703	64,976
Total Funding	\$36,607	\$64,995	\$75,014	\$71,025	\$62,575	\$310,216	\$173,353	\$183,637	\$667,205
<u>SOLID WASTE FUND</u>									
Capital Budget Reserve	\$18,007	\$406	\$9,305	\$0	\$0	\$27,718	\$3,279	\$0	\$30,997
Total Funding	\$18,007	\$406	\$9,305	\$0	\$0	\$27,718	\$3,279	\$0	\$30,997
<u>WATERSHED PROTECTION & RESTORATION FUND (WPRF)</u>									
Bonds	\$8,491	\$3,491	\$4,060	\$5,185	\$5,935	\$27,162	\$51,811	\$6,685	\$85,658
Operating Transfer	77	175	77	77	77	483	793	77	1,353
Total County Funding	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$52,604	\$6,762	\$87,011
State	0	0	0	0	0	0	1,484	0	1,484
Total Funding	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$54,088	\$6,762	\$88,495
<u>ENVIRONMENTAL SERVICE FUND</u>									
Bonds	\$2,026	\$852	\$0	\$0	\$0	\$2,878	\$1,184	\$0	\$4,062
Total Funding	\$2,026	\$852	\$0	\$0	\$0	\$2,878	\$1,184	\$0	\$4,062
TOTAL ENTERPRISE FUNDS	\$85,584	\$143,594	\$136,370	\$94,223	\$96,757	\$556,528	\$281,973	\$395,884	\$1,234,385
TOTAL ALL PROJECTS	\$183,944	\$270,416	\$257,232	\$193,055	\$168,222	\$1,072,869	\$545,953	\$536,150	\$2,154,972

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 64% share, with the other 36% of the construction, as well as, 100% design, equipment, and miscellaneous costs funded by the County.

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$5,675	\$2,755	\$79	\$80	\$81	\$8,670	\$13,400	\$1,286	\$23,356
Land & ROW	0	0	0	0	0	0	15	0	15
Construction	31,712	28,565	50,150	67,156	31,506	209,089	95,143	97,687	401,919
Equipment	2,826	646	3,061	3,184	1,016	10,733	2,558	2,059	15,350
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	9	13	6	4	3	35	25	11	71
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	700	1,606	1,300	200	0	3,806	2,025	515	6,346
Contingency	1,341	2,330	2,388	1,455	314	7,828	2,081	856	10,765
Total Outlay	\$42,263	\$35,915	\$56,984	\$72,079	\$32,920	\$240,161	\$115,246	\$102,414	\$457,821

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$22,633	\$10,547	\$1,258	\$2,829	\$4,330	\$41,597	\$26,001	\$41,453	\$109,051	
Fund Balance Appropriation	0	3,000	2,500	1,500	0	7,000	0	0	7,000	
Operating Transfer General Fund	1,090	915	1,465	0	0	3,470	898	0	4,368	
Operating Transfer CIP	0	0	0	0	0	0	0	0	0	
Fair Share Excise Tax Bonds	11,304	9,135	22,900	27,098	9,390	79,827	35,936	30,390	146,153	
Total County Funding	\$35,027	\$23,597	\$28,123	\$31,427	\$13,720	\$131,894	\$62,835	\$71,843	\$266,572	
Federal	0	0	0	0	0	0	0	0	0	
State	10,767	12,318	28,861	40,652	19,200	111,798	48,881	30,571	191,250	
Other: Forward Fund State Share	(3,531)	0	0	0	0	(3,531)	3,531	0	(1)	
Total Funding	\$42,263	\$35,915	\$56,984	\$72,079	\$32,920	\$240,161	\$115,246	\$102,414	\$457,821	

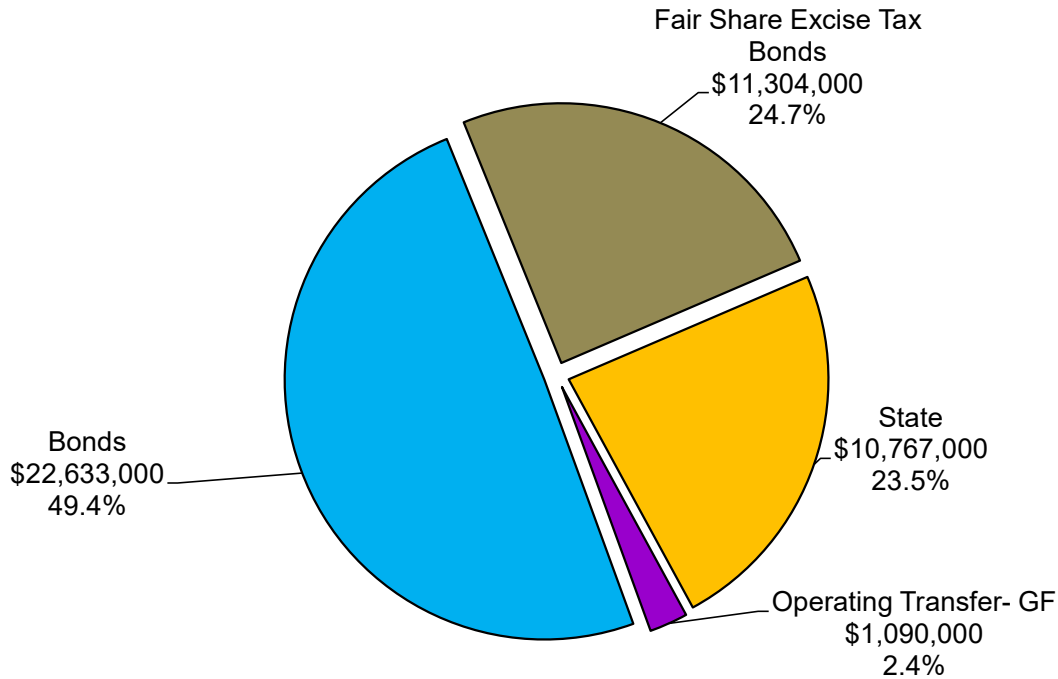
Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	57.60	57.60	57.60	151.40	0.00	151.40
Personnel Costs	0.0	4,066.4	4,269.7	4,483.2	18,695.8	0.0	19,630.6
Operating	0.0	467.9	491.3	515.9	1,196.2	0.0	1,228.5
Start-Up Cost	0.0	0.0	0.0	0.0	2,758.6	0.0	2,841.3
Total Operating	\$0.0	\$4,534.3	\$4,761.0	\$4,999.1	\$22,650.6	\$0.0	\$23,700.4
Debt Service: Bonds	2,338.5	4,250.2	5,089.8	5,202.4	5,456.2	2,338.6	8,606.4
Debt Service: Excise Tax Bonds	4,430.6	5,725.9	6,695.8	8,855.9	11,603.9	4,430.6	14,707.4
Total Impact	\$6,769.1	\$14,510.4	\$16,546.6	\$19,057.4	\$39,710.7	\$6,769.1	\$47,014.2

Projects with Future Operating Impacts:

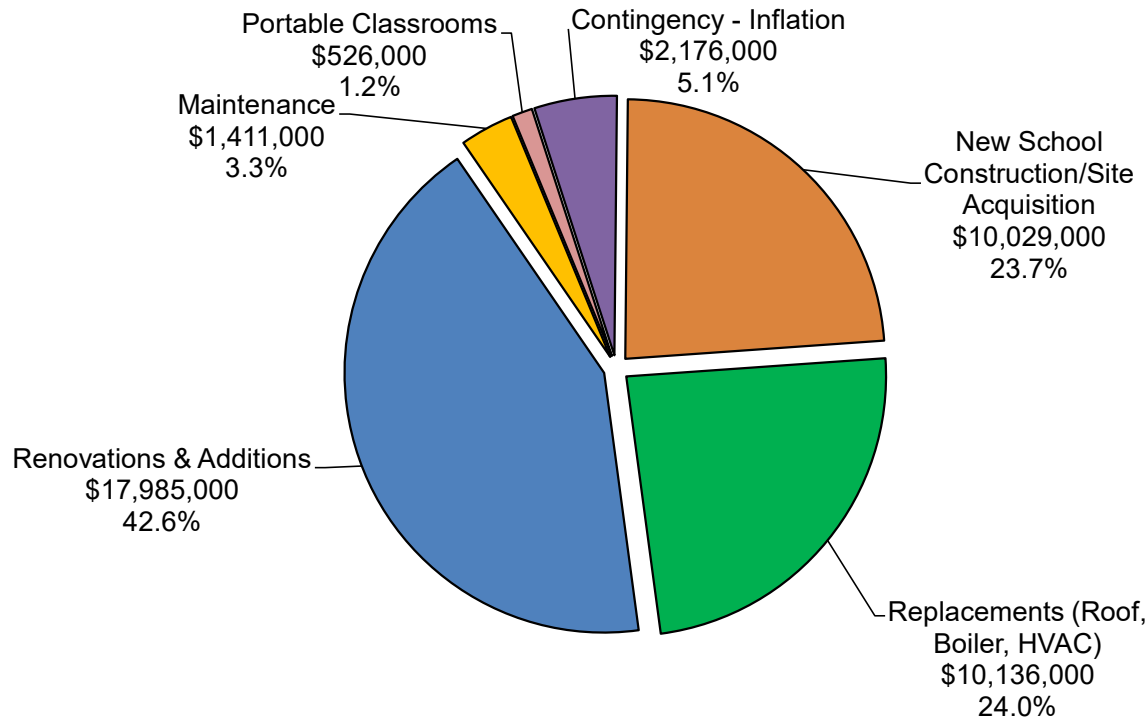
PROJECT	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Thornton Elementary School	0.0	4,534.3	4,761.0	4,999.1	5,249.0
Middle School #10	0.0	0.0	0.0	0.0	17,401.6
Total	\$0.0	\$4,534.3	\$4,761.0	\$4,999.1	\$22,650.6

Beyond FY 2029	FTE
5,497.1	57.60
18,203.3	93.80
\$23,700.4	151.40

FY25 Board of Education Financing Sources Total \$42,263,000



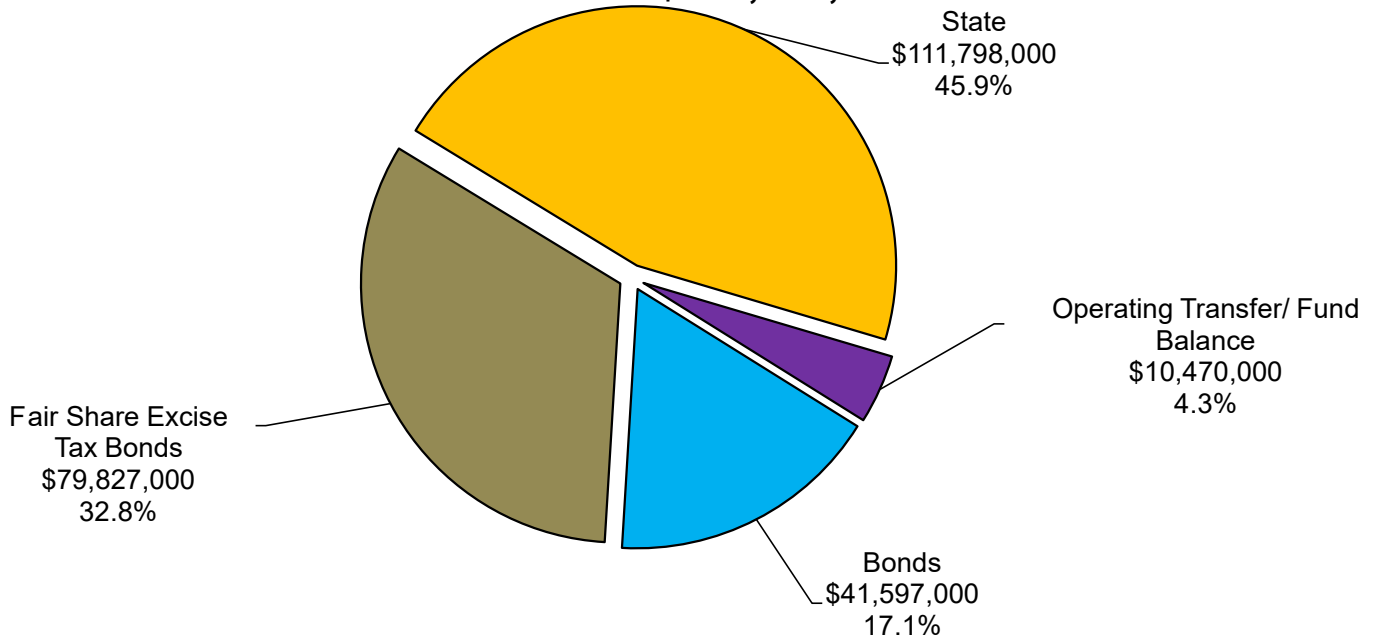
FY25 Board of Education by Project Type Total \$42,263,000



Renovations & Additions include funds to renovate T.C. Martin Elementary School; modernize La Plata High School; full-day kindergarten additions at Wade Elementary School; and open space enclosures for Dr. James Craik and Indian Head Elementary Schools. The New School Construction/Site Acquisition represent funding for the New Thornton Elementary School.

FY25-FY29 Board of Education Financing Sources

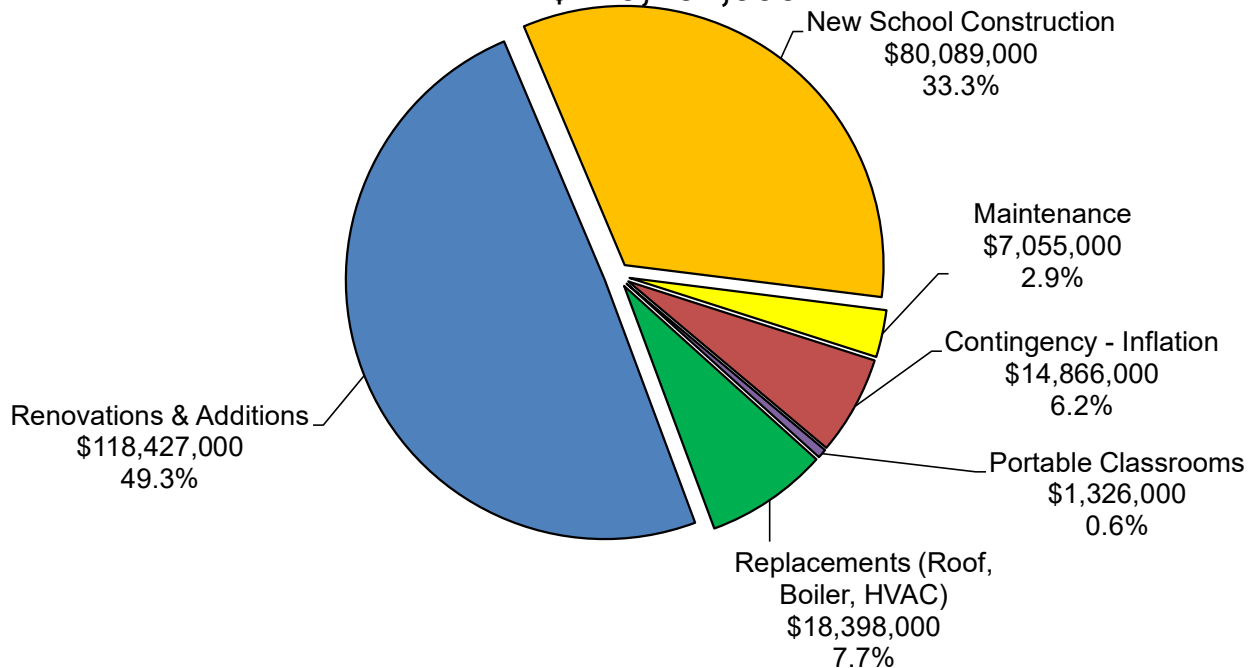
Total \$240,161,000



Funding is being utilized for T.C. Martin Elementary School and La Plata High School renovations, open space enclosure additions at 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, Thornton Elementary School, and a new Middle School #10.

FY25-FY29 Board of Education by Project Type

Total \$240,161,000



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 Indian Head Elementary School and Dr. James Craik Elementary School. Funding for new school construction includes Thornton Elementary School and a new middle school.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Smallwood M.S. Roof/Chiller/H&V/UV Replacement	Existing Capacity 100% New Capacity	Requested By: BOE
<p>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.</p> <p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$35	\$0	\$0	\$0	\$0	\$35	\$721	\$0	\$756
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	9,350	2,476	0	0	0	11,826	2,645	0	14,471
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	0	0	0	2	6	0	8
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	250	0	0	0	0	250	0	0	250
Contingency	500	250	0	0	0	750	0	0	750
Total Outlay	\$10,136	\$2,727	\$0	\$0	\$0	\$12,863	\$3,372	\$0	\$16,235

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$4,730	\$1,103	\$0	\$0	\$0	\$5,833	\$698	\$0	\$6,531	
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0	0
Total County Funding	\$4,730	\$1,103	\$0	\$0	\$0	\$5,833	\$698	\$0	\$6,531	
Federal	0	0	0	0	0	0	0	0	0	0
State	5,406	1,624	0	0	0	7,030	2,674	0	9,704	
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$10,136	\$2,727	\$0	\$0	\$0	\$12,863	\$3,372	\$0	\$16,235	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	62.8	488.2	587.4	587.4	587.4	62.8	587.4
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$62.8	\$488.2	\$587.4	\$587.4	\$587.4	\$62.8	\$587.4

LOCATION:	COMMISSIONER DISTRICT:
General Smallwood Middle School	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: BOE: Various Maintenance Projects	Existing Capacity New Capacity	Requested By: BOE
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	1,360	1,360	1,360	1,360	1,360	6,800	0	1,360	8,160
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	\$1,411	\$1,411	\$1,411	\$1,411	\$1,411	\$7,055	\$0	\$1,411	\$8,466

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$821	\$821	\$821	\$1,411	\$1,411	\$5,285	\$0	\$1,411	\$6,696
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	590	590	590	0	0	1,770	0	0	1,770
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$1,411	\$1,411	\$1,411	\$1,411	\$1,411	\$7,055	\$0	\$1,411	\$8,466
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	\$1,411	\$1,411	\$1,411	\$1,411	\$1,411	\$7,055	\$0	\$1,411	\$8,466

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	73.8	147.7	221.5	348.4	0.0	475.3
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$73.8	\$147.7	\$221.5	\$348.4	\$0.0	\$475.3

LOCATION:	COMMISSIONER DISTRICT:
Various schools throughout the County	Varies

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Local Portable Classrooms - Various Schools	Existing Capacity 100% New Capacity	Requested By: BOE
<p>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.</p> <p>Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)</p> <p>PRIORITY</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$45	\$23	\$23	\$23	\$23	\$137	\$0	\$23	\$160
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	400	146	146	146	146	984	0	146	1,130
Equipment	30	16	16	16	16	94	0	16	110
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	50	14	14	14	14	106	0	14	120
Total Outlay	\$526	\$200	\$200	\$200	\$200	\$1,326	\$0	\$200	\$1,526

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$526	\$200	\$200	\$200	\$200	\$1,326	\$0	\$200	\$1,526
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	\$526	\$200	\$200	\$200	\$200	\$1,326	\$0	\$200	\$1,526
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	\$526	\$200	\$200	\$200	\$200	\$1,326	\$0	\$200	\$1,526

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	47.3	65.3	83.3	101.3	0.0	119.3
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$47.3	\$65.3	\$83.3	\$101.3	\$0.0	\$119.3

LOCATION: Various schools	COMMISSIONER DISTRICT: Varies
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: T.C. Martin Elementary School Study/Renovation/Addition <p>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.</p> <p>Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)</p> <p>PRIORITY</p>	<table style="width: 100%;"> <tr> <td style="width: 30%;">Existing Capacity</td> <td style="width: 30%;">80%</td> <td style="width: 40%;">Requested By: BOE</td> </tr> <tr> <td>New Capacity</td> <td>20%</td> <td></td> </tr> </table>	Existing Capacity	80%	Requested By: BOE	New Capacity	20%	
Existing Capacity	80%	Requested By: BOE					
New Capacity	20%						

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$2,660	\$0	\$2,660
Land & ROW	0	0	0	0	0	0	15	0	15
Construction	3,530	0	0	0	0	3,530	42,210	0	45,740
Equipment	0	0	0	0	0	0	2,000	0	2,000
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	0	0	0	0	1	3	0	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	454	0	454
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$3,531	\$0	\$0	\$0	\$0	\$3,531	\$47,342	\$0	\$50,873

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$2,825	\$0	\$0	\$0	\$0	\$2,825	\$14,097	\$0	\$16,922
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	600	0	600
Fair Share Excise Tax Bonds	706	0	0	0	0	706	8,655	0	9,361
Total County Funding	\$3,531	\$0	\$0	\$0	\$0	\$3,531	\$23,352	\$0	\$26,883
Federal	0	0	0	0	0	0	0	0	0
State	3,531	0	0	0	0	3,531	20,460	0	23,991
Other: Forward Fund State Share	(3,531)	0	0	0	0	(3,531)	3,531	0	(1)
Total Funding	\$3,531	\$0	\$0	\$0	\$0	\$3,531	\$47,342	\$0	\$50,873

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	1,267.9	1,522.0	1,522.0	1,522.0	1,522.0	1,267.9	1,522.0
Debt Service: Excise Tax Bonds	1,067.1	1,154.1	1,154.1	1,154.1	1,154.1	1,067.1	1,154.1
Total Impact	\$2,335.0	\$2,676.1	\$2,676.1	\$2,676.1	\$2,676.1	\$2,335.0	\$2,676.1

LOCATION: T.C. Martin E.S.	COMMISSIONER DISTRICT: 1
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Piccowaxen M.S. Boiler Replacement	Existing Capacity 100% New Capacity	Requested By: BOE
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$410	\$0	\$0	\$0	\$410	\$80	\$0	\$490
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	\$410	\$0	\$0	\$0	\$410	\$80	\$0	\$490
Federal	0	0	0	0	0	0	0	0	0
State	0	689	0	0	0	689	0	0	689
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	44.1	44.1	44.1	7.2	44.1
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	\$44.1	\$44.1	\$44.1	\$7.2	\$44.1

LOCATION:	COMMISSIONER DISTRICT:
Piccowaxen M.S.	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Thornton Elementary School	Existing Capacity New Capacity 100%	Requested By: BOE
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$2,573	\$0	\$2,573
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	7,928	0	0	0	0	7,928	37,938	0	45,866
Equipment	2,100	0	0	0	0	2,100	10	0	2,110
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	0	0	0	2	3	0	5
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	306	0	0	0	306	470	0	776
Contingency	0	0	0	0	0	0	931	0	931
Total Outlay	\$10,029	\$307	\$0	\$0	\$0	\$10,336	\$41,925	\$0	\$52,261

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$1	\$0	\$1
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	500	0	0	0	0	500	0	0	500
Fair Share Excise Tax Bonds	7,699	307	0	0	0	8,006	22,455	0	30,461
Total County Funding	\$8,199	\$307	\$0	\$0	\$0	\$8,506	\$22,456	\$0	\$30,962
Federal	0	0	0	0	0	0	0	0	0
State	1,830	0	0	0	0	1,830	19,469	0	21,299
Other: Forward Fund State Share	0	0	0	0	0	0	0	0	0
Total Funding	\$10,029	\$307	\$0	\$0	\$0	\$10,336	\$41,925	\$0	\$52,261

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	57.60	57.60	57.60	57.60	0.00	57.60
Personnel Costs	0.0	4,066.4	4,269.7	4,483.2	4,707.3	0.0	4,942.7
Operating	0.0	467.9	491.3	515.9	541.7	0.0	554.4
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$4,534.3	\$4,761.0	\$4,999.1	\$5,249.0	\$0.0	\$5,497.1
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.1	0.0
Debt Service: Excise Tax Bonds	2,768.5	3,717.7	3,755.6	3,755.6	3,755.6	2,768.5	3,755.6
Total Impact	\$2,768.5	\$8,252.0	\$8,516.6	\$8,754.7	\$9,004.6	\$2,768.6	\$9,252.7

LOCATION:	COMMISSIONER DISTRICT:
St. Charles Parkway	3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Full Day Kindergarten Addition: Walter J. Mitchell E.S.	Existing Capacity New Capacity 100%	Requested By: BOE
<p>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.</p>		
Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)		
PRIORITY		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	0	6,159	0	0	6,159	0	0	6,159
Equipment	0	0	175	0	0	175	0	0	175
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	1	0	0	2	2	0	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	100	100	0	0	200	0	0	200
Contingency	0	0	450	0	0	450	0	0	450
Total Outlay	\$0	\$101	\$6,885	\$0	\$0	\$6,986	\$450	\$0	\$7,436

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
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	175	0	0	175	0	0	175
Fair Share Excise Tax Bonds	0	101	1,843	0	0	1,944	450	0	2,394
Total County Funding	\$0	\$101	\$2,018	\$0	\$0	\$2,119	\$450	\$0	\$2,569
Federal	0	0	0	0	0	0	0	0	0
State	0	0	4,867	0	0	4,867	0	0	4,867
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$101	\$6,885	\$0	\$0	\$6,986	\$450	\$0	\$7,436

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	67.9	295.2	295.2	55.5	295.2
Total Impact	\$55.5	\$55.5	\$67.9	\$295.2	\$295.2	\$55.5	\$295.2

LOCATION:	COMMISSIONER DISTRICT:
Walter J. Mitchell Elementary School	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Full Day Kindergarten Addition: J.C. Parks E.S.	Existing Capacity New Capacity 100%	Requested By: BOE
<p>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.</p>		
Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)		
PRIORITY		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	7,325	0	0	0	7,325	0	0	7,325
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	0	0	0	0	0	100	0	100
Contingency	0	450	0	0	0	450	0	0	450
Total Outlay	\$0	\$7,926	\$0	\$0	\$0	\$7,926	\$500	\$0	\$8,426

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029				
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	4,057	0	0	0	4,057	500	0	4,557
Total County Funding	\$0	\$4,207	\$0	\$0	\$0	\$4,207	\$500	\$0	\$4,707
Federal	0	0	0	0	0	0	0	0	0
State	0	3,719	0	0	0	3,719	0	0	3,719
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$7,926	\$0	\$0	\$0	\$7,926	\$500	\$0	\$8,426

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	61.6	61.6	561.8	561.8	561.8	61.6	561.8
Total Impact	\$61.6	\$61.6	\$561.8	\$561.8	\$561.8	\$61.6	\$561.8

LOCATION:	COMMISSIONER DISTRICT:
J. C. Parks Elementary School	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Full Day Kindergarten Addition: Wade E.S.	Existing Capacity New Capacity 100%	Requested By: BOE
<p>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.</p> <p>Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)</p> <p>PRIORITY</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	600	3,798	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	1	1	0	0	0	2	1	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	\$601	\$4,524	\$0	\$0	\$0	\$5,125	\$400	\$0	\$5,525

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
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	601	910	0	0	0	1,511	400	0	1,911
Total County Funding	\$601	\$1,085	\$0	\$0	\$0	\$1,686	\$400	\$0	\$2,086
Federal	0	0	0	0	0	0	0	0	0
State	0	3,439	0	0	0	3,439	0	0	3,439
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$601	\$4,524	\$0	\$0	\$0	\$5,125	\$400	\$0	\$5,525

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	123.4	235.6	235.6	235.6	49.3	235.6
Total Impact	\$49.3	\$123.4	\$235.6	\$235.6	\$235.6	\$49.3	\$235.6

LOCATION: William B. Wade Elementary School	COMMISSIONER DISTRICT: 4
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Full Day Kindergarten Addition: Dr. Higdon E.S.	Existing Capacity New Capacity 100%	Requested By: BOE
<p>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.</p>		
Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1) PRIORITY		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	0	3,849	0	0	3,849	0	0	3,849
Equipment	0	0	200	0	0	200	0	0	200
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	1	0	0	2	1	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	100	100	0	0	200	0	0	200
Contingency	0	0	450	0	0	450	0	0	450
Total Outlay	\$0	\$101	\$4,600	\$0	\$0	\$4,701	\$425	\$0	\$5,126

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
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	200	0	0	200	0	0	200
Fair Share Excise Tax Bonds	0	101	1,858	0	0	1,959	425	0	2,384
Total County Funding	\$0	\$101	\$2,058	\$0	\$0	\$2,159	\$425	\$0	\$2,584
Federal	0	0	0	0	0	0	0	0	0
State	0	0	2,542	0	0	2,542	0	0	2,542
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$101	\$4,600	\$0	\$0	\$4,701	\$425	\$0	\$5,126

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	64.9	293.9	293.9	52.4	293.9
Total Impact	\$52.4	\$52.4	\$64.9	\$293.9	\$293.9	\$52.4	\$293.9

LOCATION:	COMMISSIONER DISTRICT:
Dr. Thomas L. Higdon Elementary School	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: La Plata High School - Modernization and Capacity Addition	Existing Capacity 70% New Capacity 30%	Requested By: BOE
The need is for renovation at La Plata High School, which was built in 1979 and serves a portion of the development district. The project is to modernize 174,318 square feet of La Plata High School and construct a classroom addition to add capacity for the rapid growth occurring in La Plata. State funding is from Built to Learn overseen by the Maryland Stadium Authority, State CIP funds, Local CIP funds, School Construction Excise Tax and DRRF funds.		
Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)		
PRIORITY		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$5,000	\$1,800	\$0	\$0	\$0	\$6,800	\$1,700	\$1,000	\$9,500
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	2,500	2,500	30,000	30,000	65,000	9,149	80,000	154,149
Equipment	0	0	500	1,000	1,000	2,500	298	1,702	4,500
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	1	1	1	5	3	6	14
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	750	650	0	0	1,400	600	500	2,500
Contingency	0	250	250	300	300	1,100	1,000	700	2,800
Total Outlay	\$5,001	\$5,301	\$3,901	\$31,301	\$31,301	\$76,805	\$12,750	\$83,908	\$173,463

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$3,501	\$711	\$231	\$1,211	\$2,711	\$8,365	\$6,174	\$33,414	\$47,953	
Fund Balance Appropriation	0	3,000	2,500	1,500	0	7,000	0	0	7,000	
Operating Transfer General Fund	0	0	0	0	0	0	298	0	298	
Fair Share Excise Tax Bonds	1,500	1,590	1,170	9,390	9,390	23,040	0	25,172	48,212	
Total County Funding	\$5,001	\$5,301	\$3,901	\$12,101	\$12,101	\$38,405	\$6,472	\$58,586	\$103,463	
Federal	0	0	0	0	0	0	0	0	0	
State	0	0	0	19,200	19,200	38,400	6,278	25,322	70,000	
State	0	0	0	0	0	0	0	0	0	
Other:	0	0	0	0	0	0	0	0	0	
Total Funding	\$5,001	\$5,301	\$3,901	\$31,301	\$31,301	\$76,805	\$12,750	\$83,908	\$173,463	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	555.3	870.2	934.1	954.9	1,063.8	555.3	4,069.1
Debt Service: Excise Tax Bonds	0.0	184.9	381.0	525.2	1,682.9	0.0	4,786.5
Total Impact	\$555.3	\$1,055.1	\$1,315.1	\$1,480.1	\$2,746.7	\$555.3	\$8,855.5

LOCATION:	COMMISSIONER DISTRICT:
La Plata High School	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Mattawoman MS - Roof Replacement	Existing Capacity 100% New Capacity	Requested By: BOE
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	35	0	0	0	35	0	0	35
Contingency	0	400	0	0	0	400	0	0	400
Total Outlay	\$0	\$4,436	\$0	\$0	\$0	\$4,436	\$450	\$0	\$4,886

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$0	\$1,589	\$0	\$0	\$0	\$1,589	\$450	\$0	\$2,039	
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$1,589	\$0	\$0	\$0	\$1,589	\$450	\$0	\$2,039	
Federal	0	0	0	0	0	0	0	0	0	0
State	0	2,847	0	0	0	2,847	0	0	2,847	
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$4,436	\$0	\$0	\$0	\$4,436	\$450	\$0	\$4,886	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	183.4	183.4	183.4	40.5	183.4
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	\$183.4	\$183.4	\$183.4	\$40.5	\$183.4

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman Middle School	3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Middle School #10	Existing Capacity New Capacity 100%	Requested By: BOE
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$800	\$0	\$0	\$0	\$800	\$3,049	\$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	0	1	1	1	0	3	2	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	\$0	\$801	\$34,601	\$34,351	\$0	\$69,753	\$3,051	\$0	\$72,804

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029				
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	500	0	0	500	0	0	500
Fair Share Excise Tax Bonds	0	801	12,649	12,899	0	26,349	3,051	0	29,400
Total County Funding	\$0	\$801	\$13,149	\$12,899	\$0	\$26,849	\$3,051	\$0	\$29,900
Federal	0	0	0	0	0	0	0	0	0
State	0	0	21,452	21,452	0	42,904	0	0	42,904
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$801	\$34,601	\$34,351	\$0	\$69,753	\$3,051	\$0	\$72,804

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	654.5	0.0	674.1
Start-Up Cost	0.0	0.0	0.0	0.0	2,758.6	0.0	2,841.3
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$17,401.6	\$0.0	\$18,203.3
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	376.2	376.2	474.9	2,034.4	3,624.8	376.2	3,624.8
Total Impact	\$376.2	\$376.2	\$474.9	\$2,034.4	\$21,026.4	\$376.2	\$21,828.1

LOCATION:	COMMISSIONER DISTRICT:
Development District	TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Open Space Enclosure at Indian Head Elementary School	Existing Capacity 100% New Capacity	Requested By: BOE
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$500
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,200	0	0	0	0	3,200	3,200	0	6,400
Equipment	250	0	0	0	0	250	250	0	500
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	400	0	450
Contingency	450	0	0	0	0	450	150	0	600
Total Outlay	\$3,951	\$0	\$0	\$0	\$0	\$3,951	\$4,501	\$0	\$8,452

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$3,951	\$0	\$0	\$0	\$0	\$3,951	\$4,501	\$0	\$8,452					
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total County Funding	\$3,951	\$0	\$0	\$0	\$0	\$3,951	\$4,501	\$0	\$8,452					
Federal	0	0	0	0	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Funding	\$3,951	\$0	\$0	\$0	\$0	\$3,951	\$4,501	\$0	\$8,452					

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	404.8	760.2	760.2	760.2	760.2	404.8	760.2
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$404.8	\$760.2	\$760.2	\$760.2	\$760.2	\$404.8	\$760.2

LOCATION:	COMMISSIONER DISTRICT:
Indian Head ES	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Open Space Enclosure at Dr. James Craik Elementary School	Existing Capacity 100% New Capacity	Requested By: BOE
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	3,500	3,800	0	0	0	7,300	0	0	7,300
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	200	0	0	0	600	0	0	600
Contingency	250	250	0	0	0	500	0	0	500
Total Outlay	\$4,901	\$4,501	\$0	\$0	\$0	\$9,402	\$0	\$0	\$9,402

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$4,901	\$4,501	\$0	\$0	\$0	\$9,402	\$0	\$0	\$9,402
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	\$4,901	\$4,501	\$0	\$0	\$0	\$9,402	\$0	\$0	\$9,402
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	\$4,901	\$4,501	\$0	\$0	\$0	\$9,402	\$0	\$0	\$9,402

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	440.8	845.6	845.6	845.6	0.0	845.6
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$440.8	\$845.6	\$845.6	\$845.6	\$0.0	\$845.6

LOCATION:	COMMISSIONER DISTRICT:
Dr. James Craik ES	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

COLLEGE OF SOUTHERN MARYLAND SUMMARY

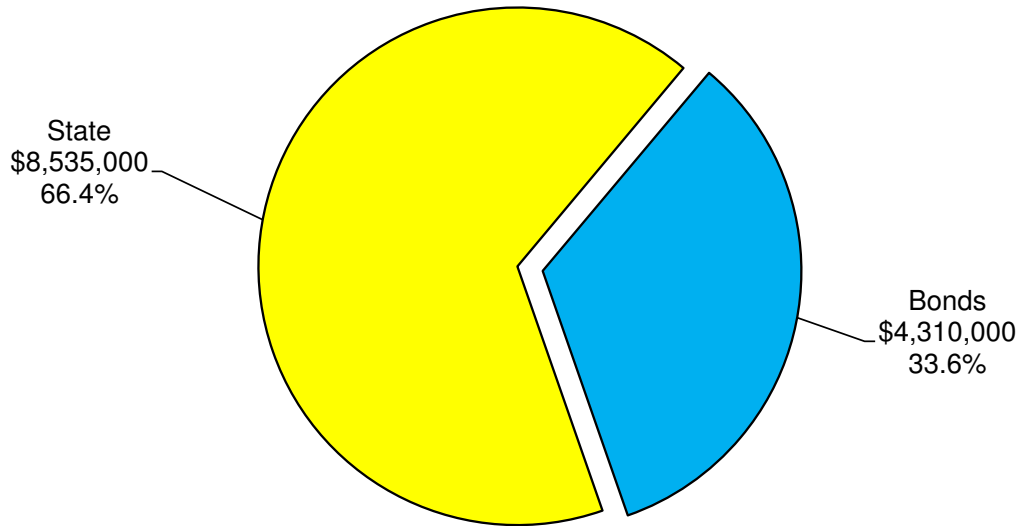
The College of Southern Maryland is a regionally accredited two-year public institution which occupies a 173 acre campus in La Plata and enrolls over 14,000 students. The college operates three other branches: another campus in Charles County located in Hughesville and one in Calvert and St. Mary's Counties. 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$937	\$0	\$0	\$937	\$0	\$0	\$937
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	5,318	5,424	0	10,742	0	0	10,742
Equipment	0	0	570	582	0	1,152	0	0	1,152
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	7	7	0	14	0	0	14
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	\$6,832	\$6,013	\$0	\$12,845	\$0	\$0	\$12,845

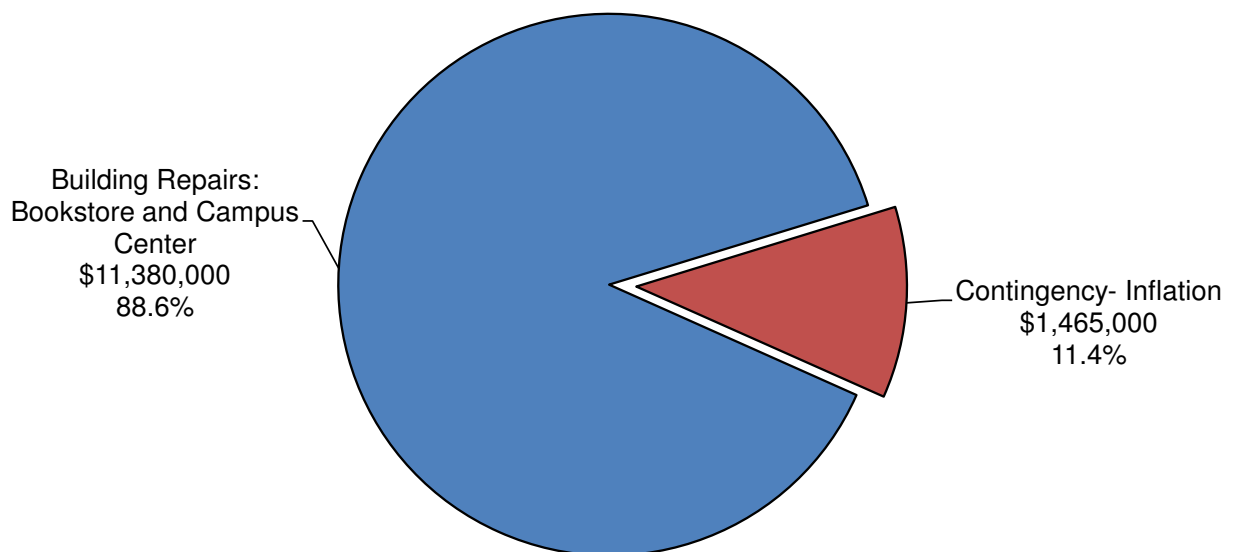
FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$2,250	\$2,060	\$0	\$4,310	\$0	\$0	\$4,310
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$2,250	\$2,060	\$0	\$4,310	\$0	\$0	\$4,310
Federal	0	0	0	0	0	0	0	0	0
State	0	0	4,582	3,953	0	8,535	0	0	8,535
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$6,832	\$6,013	\$0	\$12,845	\$0	\$0	\$12,845

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	137.3	255.9	0.0	255.9
Total Impact	\$0.0	\$0.0	\$0.0	\$137.3	\$255.9	\$0.0	\$255.9

FY25-FY29 College of Southern Maryland Financing Sources Total \$12,845,000



FY25-FY29 College of Southern Maryland by Project Total \$12,845,000



The CIP provides construction funding for building repairs to the Bookstore and Campus Center starting in FY2027.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$838	\$0	\$0	\$838	\$0	\$0	\$838
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	4,755	4,755	0	9,510	0	0	9,510
Equipment	0	0	510	510	0	1,020	0	0	1,020
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	6	6	0	12	0	0	12
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	\$6,109	\$5,271	\$0	\$11,380	\$0	\$0	\$11,380

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$1,527	\$1,318	\$0	\$2,845	\$0	\$0	\$2,845
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	\$1,527	\$1,318	\$0	\$2,845	\$0	\$0	\$2,845
Federal	0	0	0	0	0	0	0	0	0
State	0	0	4,582	3,953	0	8,535	0	0	8,535
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$6,109	\$5,271	\$0	\$11,380	\$0	\$0	\$11,380

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	137.3	255.9	0.0	255.9
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	\$137.3	\$255.9	\$0.0	\$255.9

LOCATION:

La Plata Campus

COMMISSIONER DISTRICT:

2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2025
(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$1,787	\$227	\$117	\$5	\$5	\$2,141	\$13,855	\$6	\$16,002
Land & ROW	11,277	3,906	4,056	4,206	4,356	27,801	822	5,221	33,844
Construction	19,698	51,473	26,140	678	678	98,667	29,588	813	129,068
Equipment	551	2,691	569	0	0	3,811	11,710	0	15,521
Administration	1,650	1,404	493	15	15	3,577	1,135	20	4,732
Administration - FAS	102	92	65	37	37	333	148	46	527
Inspection	1,623	1,801	256	49	49	3,778	523	53	4,354
Miscellaneous	698	735	44	0	0	1,477	356	0	1,833
Contingency	1,713	2,500	742	0	0	4,955	5,956	0	10,911
Total Outlay	\$39,099	\$64,829	\$32,482	\$4,990	\$5,140	\$146,540	\$64,093	\$6,159	\$216,792

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$27,660	\$48,596	\$28,537	\$2,481	\$2,931	\$110,205	\$39,644	\$3,515	\$153,364	
Fund Balance Appropriation	0	2,700	0	0	0	2,700	6,493	0	9,193	
Operating Transfer General Fund	7,308	4,462	1,844	408	108	14,130	6,947	107	21,184	
Total County Funding	\$34,968	\$55,758	\$30,381	\$2,889	\$3,039	\$127,035	\$53,084	\$3,622	\$183,741	
Federal	1,800	6,200	0	0	0	8,000	9,200	0	17,200	
State	2,230	2,770	2,000	2,000	2,000	11,000	1,525	2,415	14,940	
Other	101	101	101	101	101	505	284	122	911	
Total Funding	\$39,099	\$64,829	\$32,482	\$4,990	\$5,140	\$146,540	\$64,093	\$6,159	\$216,792	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
No. of Personnel	0.00	0.00	14.77	28.02	28.02
Personnel Costs	0.0	0.0	1,072.3	1,504.6	1,555.6
Operating	0.0	0.0	995.7	1,771.1	1,807.2
Total Operating	\$0.0	\$0.0	\$2,068.0	\$3,275.7	\$3,362.8
Debt Service: Bonds	3,340.4	5,679.4	9,578.7	11,879.7	12,102.0
Vehicle & Equipment Lease	0.0	0.0	14.9	29.8	29.8
Total Impact	\$3,340.4	\$5,679.4	\$11,646.7	\$15,155.4	\$15,464.8

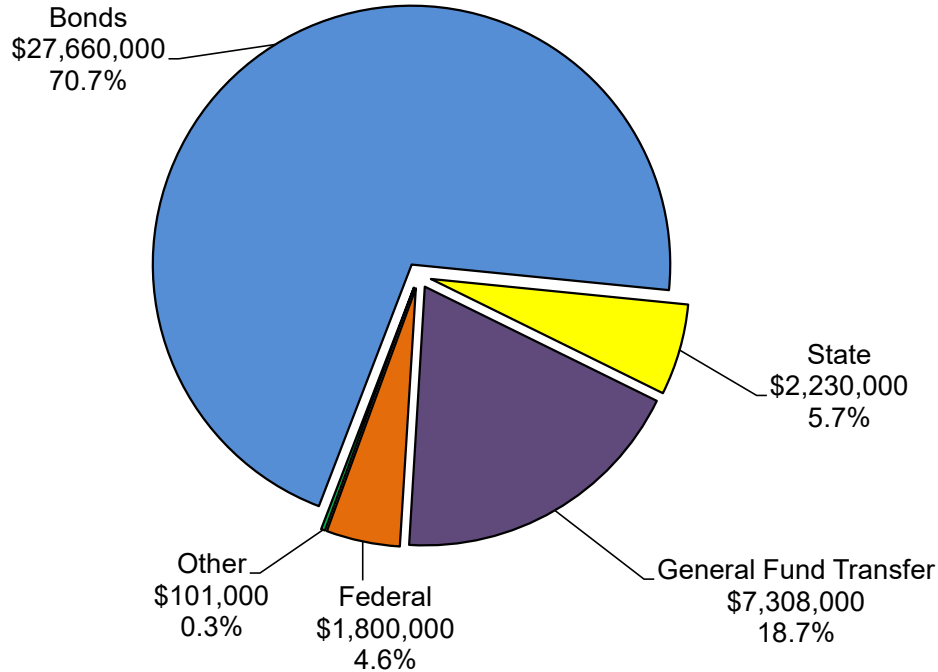
Approp. thru FY24	Beyond FY 2029
0.00	28.02
0.0	1,713.5
0.0	1,861.6
\$0.0	\$3,575.1
3,565.6	10,784.4
0.0	29.8
\$3,565.6	\$14,359.5

Projects with Future Operating Impacts:

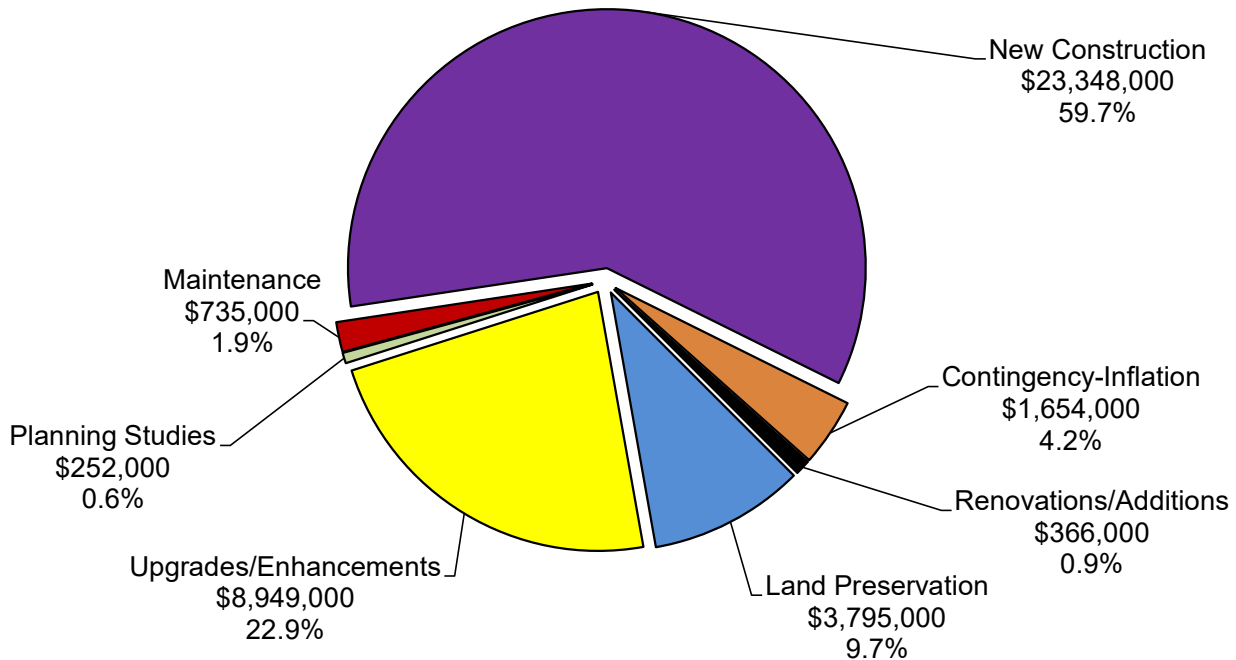
PROJECT	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Radio Communications System Upgrade	0.0	0.0	0.0	823.1	839.6
Charles County VanGO Maintenance Facility	0.0	0.0	646.0	660.9	676.2
New La Plata Library	0.0	0.0	280.0	219.2	225.9
Sports and Wellness Center	0.0	0.0	101.4	486.0	486.7
Pinefield EMS Facility	0.0	0.0	1,040.6	1,086.5	1,134.4
Subtotal	\$0.0	\$0.0	\$1,027.4	\$2,189.2	\$2,228.4
Vehicle & Equipment Lease	0.0	0.0	14.9	29.8	29.8
Total Impact	\$0.0	\$0.0	\$1,042.3	\$2,219.0	\$2,258.2

Beyond FY 2029	FTE
864.8	0.0
697.9	1.0
234.2	1.0
591.3	14.3
1,186.9	11.8
\$1,796.9	28.0
29.8	
\$1,826.7	28.0

FY25 General Government Financing Sources Total \$39,099,000

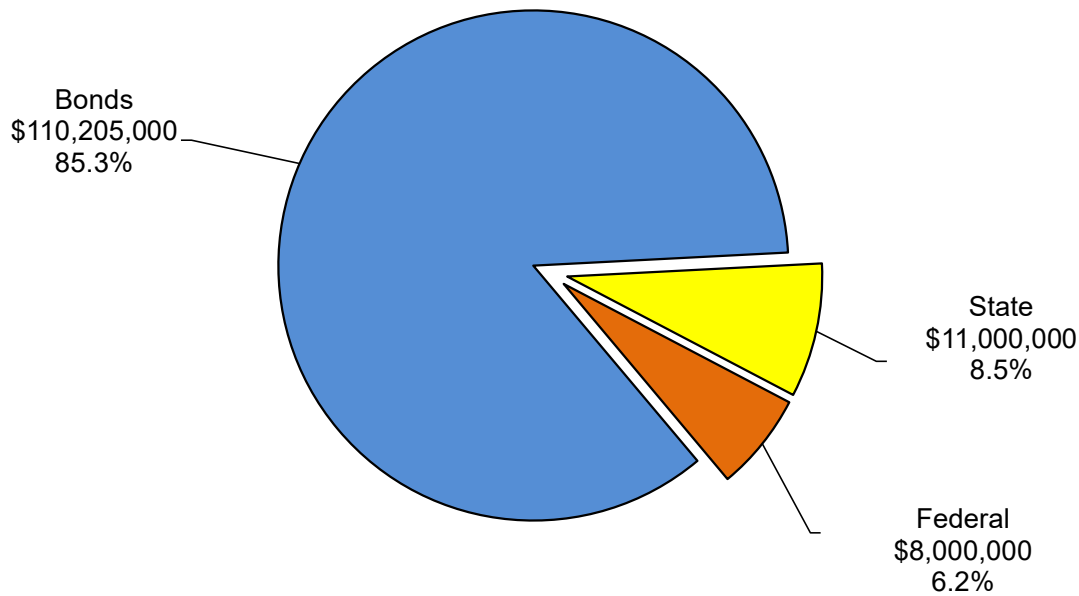


FY25 General Government by Project Type Total \$39,099,000

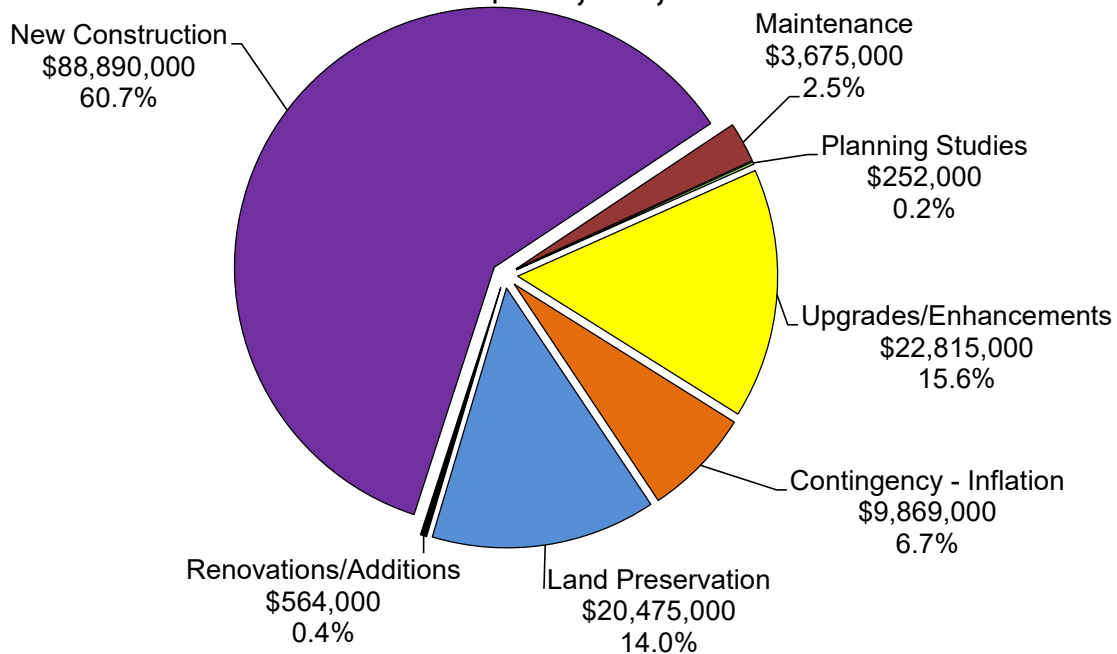


New Construction includes funding to construct the Vango Maintenance Facility, Pinefield EMS Station, Sports and Wellness Center, and a new La Plata Library. Renovations/Additions include renovations to the Port Tobacco Community Center and the Circuit Court. Rehabilitating the pump station for the Detention Center, the Radio Communications System Upgrade, 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.

FY25-FY29 General Government Financing Sources Total \$146,540,000



FY25-FY29 General Government by Project Type Total \$146,540,000



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, and various other improvements. New Construction includes building a VanGO Maintenance Facility, the Pinefield EMS Station and a Sports and Wellness 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 2025

(\$ in thousands)

PROJECT NAME:

Zekiah Rural Legacy Program

Requested By: PGM

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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6	6	6	6	6	30	0	6	36
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	\$1,212	\$1,212	\$1,212	\$1,212	\$1,212	\$6,060	\$0	\$1,212	\$7,272

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$212	\$212	\$424	\$0	\$212	\$636
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	212	212	212	0	0	636	0	0	636
Total County Funding	\$212	\$212	\$212	\$212	\$212	\$1,060	\$0	\$212	\$1,272
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	\$1,212	\$1,212	\$1,212	\$1,212	\$1,212	\$6,060	\$0	\$1,212	\$7,272

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
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	19.1	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	\$19.1	\$38.1

LOCATION:

Zekiah Watershed Rural Legacy Area

COMMISSIONER DISTRICT:

3 and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Nanjemoy Rural Legacy Program

Requested By: PGM

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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6	6	6	6	6	30	0	6	36
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	\$1,212	\$1,212	\$1,212	\$1,212	\$1,212	\$6,060	\$0	\$1,212	\$7,272

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$212	\$212	\$424	\$0	\$212	\$636
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	212	212	212	0	0	636	0	0	636
Total County Funding	\$212	\$212	\$212	\$212	\$212	\$1,060	\$0	\$212	\$1,272
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	\$1,212	\$1,212	\$1,212	\$1,212	\$1,212	\$6,060	\$0	\$1,212	\$7,272

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
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	19.1	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	\$19.1	\$38.1

LOCATION:

Nanjemoy Watershed Area

COMMISSIONER DISTRICT:

2 and 1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6	6	6	6	6	30	0	6	36
Administration - FAS	6	6	6	6	6	30	0	6	36
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	\$812	\$962	\$1,112	\$1,262	\$1,412	\$5,560	\$0	\$1,412	\$6,972

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$359	\$359	\$359	\$1,262	\$1,412	\$3,751	\$0	\$1,412	\$5,163
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	453	603	753	0	0	1,809	0	0	1,809
Total County Funding	\$812	\$962	\$1,112	\$1,262	\$1,412	\$5,560	\$0	\$1,412	\$6,972
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	\$812	\$962	\$1,112	\$1,262	\$1,412	\$5,560	\$0	\$1,412	\$6,972
State will match \$1.50 for every \$1 of County funds:	\$1,209	\$1,434	\$1,659	\$1,884	\$2,109	\$8,295			

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
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	32.3	64.6	96.9	210.4	337.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$32.3	\$64.6	\$96.9	\$210.4	\$337.4

LOCATION:

Primarily for agricultural and forestry lands with productive soils within rural areas of the County.

COMMISSIONER DISTRICT:

1, 2, 3, and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	550	550	550	550	550	2,750	0	550	3,300
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	6	6	6	6	6	30	0	6	36
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	\$559	\$559	\$559	\$559	\$559	\$2,795	\$0	\$559	\$3,354

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$259	\$559	\$818	\$0	\$559	\$1,377
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	559	559	559	300	0	1,977	0	0	1,977
Total County Funding	\$559	\$559	\$559	\$559	\$559	\$2,795	\$0	\$559	\$3,354
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	\$559	\$559	\$559	\$559	\$559	\$2,795	\$0	\$559	\$3,354

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	23.3	0.0	73.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$23.3	\$0.0	\$73.6

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 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	480	480	480	480	480	2,400	0	480	2,880
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	6	6	6	6	6	30	0	6	36
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	\$526	\$526	\$526	\$526	\$526	\$2,630	\$0	\$526	\$3,156

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029				
Bonds	\$526	\$526	\$526	\$526	\$526	\$2,630	\$0	\$526	\$3,156
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	\$526	\$526	\$526	\$526	\$526	\$2,630	\$0	\$526	\$3,156
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	\$526	\$526	\$526	\$526	\$526	\$2,630	\$0	\$526	\$3,156

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
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	47.3	94.6	141.9	189.2	236.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$47.3	\$94.6	\$141.9	\$189.2	\$236.5

LOCATION:

Various County Facilities

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2025
(\$ 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: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total	Approp. thru FY24	Beyond FY 2029	Project Total
						'25-'29			
Architectural & Engineering	500	100	100	0	0	\$700	\$10,272	\$0	\$10,972
Land & ROW	0	0	0	0	0	0	200	0	200
Construction	3,212	3,310	2,783	0	0	9,305	7,711	0	17,016
Equipment	500	0	0	0	0	500	11,260	0	11,760
Administration	0	0	0	0	0	0	5	0	5
Administration - FAS	6	6	6	0	0	18	25	0	43
Inspection	50	50	50	0	0	150	0	0	150
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	200	0	0	0	0	200	3,800	0	4,000
Total Outlay	\$4,468	\$3,466	\$2,939	\$0	\$0	\$10,873	\$33,273	\$0	\$44,146

FINANCING SOURCES									
Bonds	\$3,617	\$3,466	\$2,939	\$0	\$0	\$10,022	\$26,023	\$0	\$36,045
Fund Balance Appropriation	0	0	0	0	0	0	6,493	0	6,493
Operating Transfer	851	0	0	0	0	851	757	0	1,608
Total County Funding	\$4,468	\$3,466	\$2,939	\$0	\$0	\$10,873	\$33,273	\$0	\$44,146
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$4,468	\$3,466	\$2,939	\$0	\$0	\$10,873	\$33,273	\$0	\$44,146

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	823.1	839.6	0.0	864.8
Total Operating	\$0.0	\$0.0	\$0.0	\$823.1	\$839.6	\$0.0	\$864.8
Debt Service: Bonds	2,340.5	2,665.9	2,977.6	3,241.9	3,241.9	2,340.5	3,241.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$2,340.5	\$2,665.9	\$2,977.6	\$4,065.0	\$4,081.5	\$2,340.5	\$4,106.7

LOCATION:

N/A

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$129	\$0	\$0	\$0	\$0	\$129	\$1,500	\$0	\$1,629
Land & ROW	5	0	0	0	0	5	1	0	6
Construction	2,000	6,466	0	0	0	8,466	9,034	0	17,500
Equipment	0	900	0	0	0	900	100	0	1,000
Administration	0	26	0	0	0	26	454	0	480
Administration - FAS	6	6	0	0	0	12	21	0	33
Inspection	446	77	0	0	0	523	41	0	564
Miscellaneous	311	203	0	0	0	514	12	0	526
Contingency	200	374	0	0	0	574	1,175	0	1,749
Total Outlay	\$3,097	\$8,052	\$0	\$0	\$0	\$11,149	\$12,338	\$0	\$23,487

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$1,067	\$1,082	\$0	\$0	\$0	\$2,149	\$1,580	\$0	\$3,729
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	533	0	533
Total County Funding	\$1,067	\$1,082	\$0	\$0	\$0	\$2,149	\$2,113	\$0	\$4,262
Federal	1,800	6,200	0	0	0	8,000	9,200	0	17,200
State	230	770	0	0	0	1,000	1,025	0	2,025
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$3,097	\$8,052	\$0	\$0	\$0	\$11,149	\$12,338	\$0	\$23,487

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	579.5	591.1	602.9	0.0	621.0
Total Operating	\$0.0	\$0.0	\$646.0	\$660.9	\$676.2	\$0.0	\$697.9
Debt Service: Bonds	142.1	238.1	335.4	335.4	335.4	142.1	335.4
Vehicle & Equipment Lease	0.0	0.0	4.8	9.6	9.6	0.0	9.6
Total Impact	\$142.1	\$238.1	\$981.4	\$996.3	\$1,011.6	\$142.1	\$1,033.3

LOCATION:

Piney Church Road, Waldorf, Maryland

COMMISSIONER DISTRICT:

4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

New La Plata Library

Requested By: DPW

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. The A&E budget now includes services of an architectural investigator required for research, survey, and preparation of Maryland Inventory of Historic Properties (MIHP) Form(s) and any additional documentation required by the Maryland Historical Trust for the on-site historic buildings proposed to be razed, having a placeholder cost of \$25K. Additionally, placeholder costs are included for a hazardous materials survey with sampling and testing (est. \$10K), remediation of hazardous materials (est. \$40K/ea), and demolition and disposal (est. \$50K/each) of four on-site building structures, accessory structures/sheds, and above/underground storage tanks. Construction budget is reflective of the associated, surplus parking lot and the road extension to N. Maple Avenue being included in the scope of work at this time as requested by the Town of La Plata.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$293	\$0	\$0	\$0	\$0	\$293	\$717	\$0	\$1,010
Land & ROW	5	0	0	0	0	5	41	0	46
Construction	6,327	6,525	0	0	0	12,852	3,860	0	16,712
Equipment	0	1,304	0	0	0	1,304	0	0	1,304
Administration	736	736	0	0	0	1,472	200	0	1,672
Administration - FAS	6	6	0	0	0	12	15	0	27
Inspection	604	604	0	0	0	1,208	129	0	1,337
Miscellaneous	240	240	0	0	0	480	26	0	506
Contingency	645	645	0	0	0	1,290	329	0	1,619
Total Outlay	\$8,856	\$10,060	\$0	\$0	\$0	\$18,916	\$5,318	\$0	\$24,234

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$8,856	\$9,221	\$0	\$0	\$0	\$18,077	\$4,818	\$0	\$22,895	
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	839	0	0	0	839	0	0	839	
Total County Funding	\$8,856	\$10,060	\$0	\$0	\$0	\$18,916	\$4,818	\$0	\$23,734	
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	500	0	500	
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$8,856	\$10,060	\$0	\$0	\$0	\$18,916	\$5,318	\$0	\$24,234	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	1.00	1.00	1.00	0.00	1.00
Personnel Costs	0.0	0.0	69.5	72.9	76.6	0.0	80.4
Operating	0.0	0.0	210.5	146.3	149.3	0.0	153.8
Total Operating	\$0.0	\$0.0	\$280.0	\$219.2	\$225.9	\$0.0	\$234.2
Debt Service: Bonds	433.3	1,229.8	2,059.2	2,059.2	2,059.2	433.3	2,059.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$433.3	\$1,229.8	\$2,339.2	\$2,278.4	\$2,285.1	\$433.3	\$2,293.4

LOCATION:

La Plata, MD

COMMISSIONER DISTRICT:

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$5	\$5	\$5	\$5	\$5	\$25	\$20	\$5	\$50
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	198	198	198	198	198	990	533	198	1,721
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	7	0	7
Administration - FAS	6	6	6	6	6	30	13	5	48
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	\$209	\$209	\$209	\$209	\$209	\$1,045	\$578	\$208	\$1,831

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$80	\$0	\$80	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	108	108	108	108	108	540	214	107	861	861
Total County Funding	\$108	\$108	\$108	\$108	\$108	\$540	\$294	\$107	\$941	\$941
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0
Other:	101	101	101	101	101	505	284	101	890	890
Total Funding	\$209	\$209	\$209	\$209	\$209	\$1,045	\$578	\$208	\$1,831	\$1,831

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	7.2	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	\$7.2	\$0.0

LOCATION:

Blue Crabs Stadium

COMMISSIONER DISTRICT:

4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$84	\$0	\$0	\$0	\$84	\$80	\$0	\$164
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	1,643	0	0	1,643	0	0	1,643
Equipment	0	0	258	0	0	258	0	0	258
Administration	0	0	154	0	0	154	10	0	164
Administration - FAS	0	6	6	0	0	12	5	0	17
Inspection	0	0	131	0	0	131	0	0	131
Miscellaneous	0	0	44	0	0	44	5	0	49
Contingency	0	0	164	0	0	164	0	0	164
Total Outlay	\$0	\$90	\$2,400	\$0	\$0	\$2,490	\$100	\$0	\$2,590

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$90	\$2,400	\$0	\$0	\$2,490	\$100	\$0	\$2,590
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	\$90	\$2,400	\$0	\$0	\$2,490	\$100	\$0	\$2,590
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$90	\$2,400	\$0	\$0	\$2,490	\$100	\$0	\$2,590

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	17.1	232.9	232.9	9.0	232.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$9.0	\$9.0	\$17.1	\$232.9	\$232.9	\$9.0	\$232.9

LOCATION:

La Plata, MD

COMMISSIONER DISTRICT:

1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2025
(\$ in thousands)

PROJECT NAME:

Requested By: RPT

Sports and Wellness 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total	Approp.	Beyond	Project
						'25-'29	thru FY24	FY 2029	Total
Architectural & Engineering	\$400	\$0	\$0	\$0	\$0	\$400	\$5	\$0	\$405
Land & ROW	7,500	0	0	0	0	7,500	231	0	7,731
Construction	0	26,800	16,800	0	0	43,600	0	0	43,600
Equipment	0	250	250	0	0	500	0	0	500
Administration	40	14	14	0	0	68	10	0	78
Administration - FAS	6	6	6	0	0	18	5	0	23
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	215	0	215
Contingency	0	500	500	0	0	1,000	0	0	1,000
Total Outlay	\$7,946	\$27,570	\$17,570	\$0	\$0	\$53,086	\$465	\$0	\$53,551

FINANCING SOURCES									
Bonds	\$6,400	\$24,797	\$17,570	\$0	\$0	\$48,767	\$0	\$0	\$48,767
Fund Balance Appropriation	0	2,700	0	0	0	2,700	0	0	2,700
Operating Transfer	1,546	73	0	0	0	1,619	465	0	2,084
Total County Funding	\$7,946	\$27,570	\$17,570	\$0	\$0	\$53,086	\$465	\$0	\$53,551
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	\$7,946	\$27,570	\$17,570	\$0	\$0	\$53,086	\$465	\$0	\$53,551

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp.	Beyond
						thru FY24	FY 2029
No. of Personnel	0.00	0.00	1.00	14.25	14.25	0.00	14.25
Personnel Costs	0.0	0.0	100.9	484.7	484.7	0.0	589.1
Operating	0.0	0.0	0.5	1.3	2.0	0.0	2.2
Total Operating	\$0.0	\$0.0	\$101.4	\$486.0	\$486.7	\$0.0	\$591.3
Debt Service: Bonds	0.0	575.6	2,805.9	4,386.2	4,386.2	0.0	2,805.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$575.6	\$2,907.3	\$4,872.2	\$4,872.9	\$0.0	\$3,397.2

LOCATION:

COMMISSIONER DISTRICT:

Waldorf, MD

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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. The construction budget is based on the consultant's construction cost estimate in the January 2020 Charles County Courthouse HVAC Systems Study and includes a \$2.5M placeholder for retrofitting building space and temporarily relocating circuit courthouse personnel and services while the HVAC upgrades are constructed and completed. The option/alternative to temporarily relocate courthouse personnel and services will be at the direction of the Board of County Commissioners and County Administration.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$640	\$0	\$640
Land & ROW	10	0	0	0	0	10	0	0	10
Construction	2,052	1,539	1,539	0	0	5,130	4,200	0	9,330
Equipment	0	0	0	0	0	0	0	0	0
Administration	327	245	245	0	0	817	115	0	932
Administration - FAS	6	6	6	0	0	18	17	0	35
Inspection	0	670	0	0	0	670	76	0	746
Miscellaneous	0	208	0	0	0	208	72	0	280
Contingency	0	513	0	0	0	513	420	0	933
Total Outlay	\$2,395	\$3,181	\$1,790	\$0	\$0	\$7,366	\$5,540	\$0	\$12,906

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$1,325	\$1,790	\$0	\$0	\$3,115	\$2,840	\$0	\$5,955
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	2,395	1,856	0	0	0	4,251	2,700	0	6,951
Total County Funding	\$2,395	\$3,181	\$1,790	\$0	\$0	\$7,366	\$5,540	\$0	\$12,906
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	\$2,395	\$3,181	\$1,790	\$0	\$0	\$7,366	\$5,540	\$0	\$12,906

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	374.6	535.6	535.6	255.4	535.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$255.4	\$255.4	\$374.6	\$535.6	\$535.6	\$255.4	\$535.6

LOCATION:

COMMISSIONER DISTRICT:

La Plata, MD

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$75	\$0	\$0	\$0	\$0	\$75	\$290	\$0	\$365
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	860	0	0	0	0	860	1,085	0	1,945
Equipment	0	0	0	0	0	0	0	0	0
Administration	85	0	0	0	0	85	172	0	257
Administration - FAS	6	0	0	0	0	6	24	0	30
Inspection	115	0	0	0	0	115	190	0	305
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	86	0	0	0	0	86	109	0	195
Total Outlay	\$1,227	\$0	\$0	\$0	\$0	\$1,227	\$1,869	\$0	\$3,096

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$423	\$0	\$0	\$0	\$0	\$423	\$1,779	\$0	\$2,202
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	804	0	0	0	0	804	90	0	894
Total County Funding	\$1,227	\$0	\$0	\$0	\$0	\$1,227	\$1,869	\$0	\$3,096
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	\$1,227	\$0	\$0	\$0	\$0	\$1,227	\$1,869	\$0	\$3,096

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	198.1	198.1	198.1	198.1	160.0	198.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$160.0	\$198.1	\$198.1	\$198.1	\$198.1	\$160.0	\$198.1

LOCATION:

COMMISSIONER DISTRICT:

Charles County Detention Center

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Pinefield EMS Facility

Requested By: DPW

Design and construct an approximate 10,500 s.f. (revised est. @\$450/s.f.) facility in the Waldorf/Pinefield area to include site improvements, 3 parking bays, office area, lounge area, kitchen area, bathroom/shower areas, bunk room areas, storage area, and others.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$50	\$0	\$0	\$0	\$0	\$50	\$311	\$0	\$361
Land & ROW	0	0	0	0	0	0	350	0	350
Construction	2,355	1,570	0	0	0	3,925	2,800	0	6,725
Equipment	0	0	0	0	0	0	350	0	350
Administration	300	221	0	0	0	521	152	0	673
Administration - FAS	6	6	0	0	0	12	18	0	30
Inspection	274	184	0	0	0	458	80	0	538
Miscellaneous	110	73	0	0	0	183	19	0	202
Contingency	354	236	0	0	0	590	82	0	672
Total Outlay	\$3,449	\$2,290	\$0	\$0	\$0	\$5,739	\$4,162	\$0	\$9,901

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$3,449	\$2,290	\$0	\$0	\$0	\$5,739	\$1,974	\$0	\$7,713	
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	2,188	0	2,188	
Total County Funding	\$3,449	\$2,290	\$0	\$0	\$0	\$5,739	\$4,162	\$0	\$9,901	
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$3,449	\$2,290	\$0	\$0	\$0	\$5,739	\$4,162	\$0	\$9,901	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	11.77	11.77	11.77	0.00	11.77
Personnel Costs	0.0	0.0	835.4	877.2	921.0	0.0	967.1
Operating	0.0	0.0	205.2	209.3	213.4	0.0	219.8
Total Operating	\$0.0	\$0.0	\$1,040.6	\$1,086.5	\$1,134.4	\$0.0	\$1,186.9
Debt Service: Bonds	0.0	310.2	516.2	516.2	516.2	177.5	516.2
Vehicle & Equipment Lease	0.0	0.0	10.1	20.2	20.2	0.0	20.2
Total Impact	\$0.0	\$310.2	\$1,556.8	\$1,602.7	\$1,650.6	\$177.5	\$1,703.1

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

DNR Site Layout Feasibility Study and Master Engineering

Project to layout and master plan and engineer the DNR Site for the three proposed uses, including the current capital project titled Pinefield EMS Station, along with a future administrative office building and the lightrail overflow parking lot. This master engineering plan will provide a site layout and proposed grading, drainage and stormwater management design for the future ultimate improvements to follow at time of engineering and proposed development. DPW-Capital Services has previously worked with a consultant to provide a conceptual site layout for the three uses and potential stormwater management location.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$200	\$0	\$0	\$0	\$0	\$200	\$20	\$0	\$220
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	365	0	365
Equipment	0	0	0	0	0	0	0	0	0
Administration	20	0	0	0	0	20	10	0	30
Administration - FAS	6	0	0	0	0	6	5	0	11
Inspection	0	0	0	0	0	0	7	0	7
Miscellaneous	6	0	0	0	0	6	7	0	13
Contingency	20	0	0	0	0	20	36	0	56
Total Outlay	\$252	\$0	\$0	\$0	\$0	\$252	\$450	\$0	\$702

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$252	\$0	\$0	\$0	\$0	\$252	\$450	\$0	\$702
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	\$252	\$0	\$0	\$0	\$0	\$252	\$450	\$0	\$702
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	\$252	\$0	\$0	\$0	\$0	\$252	\$450	\$0	\$702

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	22.7	22.7	22.7	22.7	40.5	22.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$22.7	\$22.7	\$22.7	\$22.7	\$40.5	\$22.7

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Hazardous Material Remediation and Demolition of La Plata Armory

Perform hazardous material remediation and demolition of the existing, approximate 29,200 SF La Plata Armory Building. The A&E budget includes potential services of an architectural investigator required for research, survey, and preparation of Maryland Inventory of Historic Properties (MIHP) Form(s) and any additional documentation required by the Maryland Historical Trust to gain authorization for the demolition of the building, having a placeholder cost of \$25K. Construction costs include a hazardous materials survey with sampling, testing, and remediation cost estimate (est. \$10K); remediation of hazardous materials (est. \$400K placeholder); and demolition and proper disposal (est. 29,200 SF @ \$10/SF) of the on-site building structures and above/underground storage tanks. Budget does not include backfill placement, structural fill placement, removal and proper disposal of any contaminated soils or materials encountered, or Geotechnical testing and inspection services.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$25	\$0	\$0	\$0	\$0	\$25	\$0	\$0	\$25
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	702	0	0	0	0	702	0	0	702
Equipment	0	0	0	0	0	0	0	0	0
Administration	35	0	0	0	0	35	0	0	35
Administration - FAS	6	0	0	0	0	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	21	0	0	0	0	21	0	0	21
Contingency	70	0	0	0	0	70	0	0	70
Total Outlay	\$859	\$0	\$0	\$0	\$0	\$859	\$0	\$0	\$859

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$859	\$0	\$0	\$0	\$0	\$859	\$0	\$0	\$859
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	\$859	\$0	\$0	\$0	\$0	\$859	\$0	\$0	\$859
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	\$859	\$0	\$0	\$0	\$0	\$859	\$0	\$0	\$859

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	77.3	77.3	77.3	77.3	0.0	77.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$77.3	\$77.3	\$77.3	\$77.3	\$0.0	\$77.3

LOCATION:

14 West Hawthorne Drive, La Plata, MD

COMMISSIONER DISTRICT:

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Port Tobacco Community Center Renovation

Interior Renovations to correspond with RPT relocation to Centennial Street and Community Services expansion as needed.

Interior walls -demo and tenant buildout as required. Office relocations. Added conference and file storage rooms.

All materials and construction cost- electrical, HVAC and sprinkler work as well.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	125	0	0	0	0	125	0	0	125
Equipment	13	0	0	0	0	13	0	0	13
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	6	0	0	0	0	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	14	0	0	0	0	14	0	0	14
Total Outlay	\$168	\$0	\$0	\$0	\$0	\$168	\$0	\$0	\$168

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	168	0	0	0	0	168	0	0	0	168
Total County Funding	\$168	\$0	\$0	\$0	\$0	\$168	\$0	\$0	\$0	\$168
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$168	\$0	\$0	\$0	\$0	\$168	\$0	\$0	\$0	\$168

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

Port Tobacco

COMMISSIONER DISTRICT:

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Circuit Court Interior Renovations

The Charles County Circuit Court's Administrative Judge and Court Administrator have proposed interior renovation projects that will more efficiently utilize space to accommodate immediate operational growth needs. The proposed renovations involve minor reconfiguration of existing space, including the following:

1. Convert the Court Administrator's office and adjacent administrative support space into a judge's chambers, which will also necessitate the addition of a bathroom.
2. Convert the Assignment Office into a courtroom.
3. Repurpose two storage areas into office space for senior/visiting judges.
4. Move the Assignment Office to a location formerly used for Grand Jury proceedings and staff assembly.
5. Move the Court Administration Office to an area currently used as a hearing room with an adjacent senior judge's office.

To accomplish the projects, a multi-year CIP budget has been requested starting in FY25.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$20	\$20	\$0	\$0	\$0	\$40	\$0	\$0	\$40
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	125	125	0	0	0	250	0	0	250
Equipment	0	0	0	0	0	0	0	0	0
Administration	20	20	0	0	0	40	0	0	40
Administration - FAS	6	6	0	0	0	12	0	0	12
Inspection	10	10	0	0	0	20	0	0	20
Miscellaneous	4	4	0	0	0	8	0	0	8
Contingency	13	13	0	0	0	26	0	0	26
Total Outlay	\$198	\$198	\$0	\$0	\$0	\$396	\$0	\$0	\$396

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$198	\$198	\$0	\$0	\$0	\$396	\$0	\$0	\$396
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	\$198	\$198	\$0	\$0	\$0	\$396	\$0	\$0	\$396
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	\$198	\$198	\$0	\$0	\$0	\$396	\$0	\$0	\$396

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	17.8	35.6	35.6	35.6	0.0	35.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$17.8	\$35.6	\$35.6	\$35.6	\$0.0	\$35.6

LOCATION:

La Plata

COMMISSIONER DISTRICT:

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$273	\$401	\$50	\$50	\$50	\$824	\$613	\$60	\$1,497
Land & ROW	92	8	8	8	8	124	37	10	171
Construction	2,470	4,677	896	911	14,113	23,067	6,441	18,158	47,666
Equipment	0	0	0	0	3,491	3,491	0	0	3,491
Administration	446	168	15	15	15	659	100	20	779
Administration - FAS	60	25	19	19	20	143	49	24	216
Inspection	187	156	12	12	12	379	89	16	484
Miscellaneous	1,413	526	437	487	1,487	4,350	60	706	5,116
Contingency	214	281	15	15	597	1,122	218	18	1,358
Total Outlay	\$5,155	\$6,242	\$1,452	\$1,517	\$19,793	\$34,159	\$7,606	\$19,012	\$60,777

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$3,066	\$3,496	\$431	\$529	\$10,305	\$17,827	\$2,626	\$4,892	\$25,345	
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	1,508	2,246	521	488	488	5,251	552	538	6,341	
Total County Funding	\$4,574	\$5,742	\$952	\$1,017	\$10,793	\$23,078	\$3,178	\$5,430	\$31,686	
Federal	0	0	0	0	0	0	0	0	0	0
State	581	500	500	500	9,000	11,081	3,913	13,582	28,576	
Other:	0	0	0	0	0	0	516	0	516	
Total Funding	\$5,155	\$6,242	\$1,452	\$1,517	\$19,793	\$34,159	\$7,606	\$19,012	\$60,777	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	2.00	2.00	6.48	15.48	0.00	15.48
Personnel Costs	0.0	197.0	206.8	468.3	491.6	0.0	516.2
Operating	0.0	73.1	74.6	117.1	119.5	0.0	123.0
Total Operating	\$0.0	\$270.1	\$281.4	\$585.4	\$611.1	\$0.0	\$639.2
Debt Service: Bonds	215.6	478.2	736.0	764.7	800.9	236.2	1,100.8
Vehicle & Equipment Lease	0.0	16.5	33.0	51.2	69.5	0.0	69.5
Total Impact	\$215.6	\$748.3	\$1,017.4	\$1,350.1	\$1,412.0	\$236.2	\$1,740.0

Projects with Future Operating Impacts:

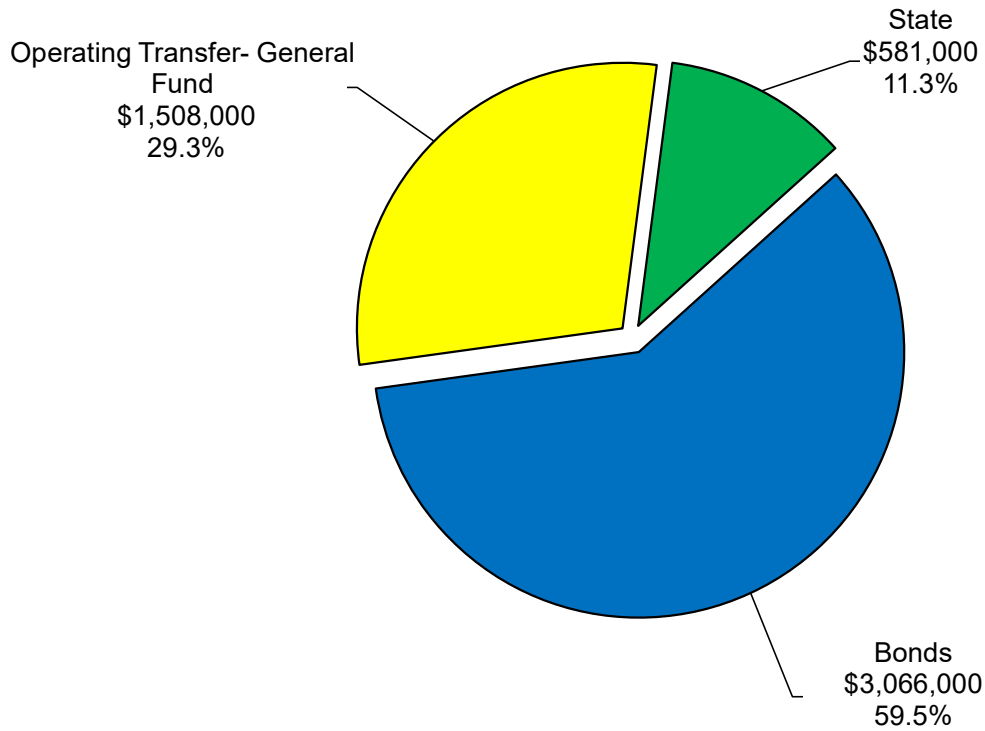
PROJECT	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Popes Creek Waterfront Phase II	\$0.0	\$270.1	\$281.4	\$293.3	\$305.6
Waldorf Park Development Phase I	\$0.0	\$0.0	\$0.0	\$292.1	\$305.5
Subtotal	\$0.0	\$270.1	\$281.4	\$585.4	\$611.1
Vehicle & Equipment Lease	\$0.0	\$16.5	\$33.0	\$51.2	\$69.5
Total Impact	\$0.0	\$286.6	\$314.4	\$636.6	\$680.6

Beyond FY 2029	FTE
\$319.3	2.00
\$319.9	13.48
\$639.2	15.48
\$69.5	
\$708.7	15.48

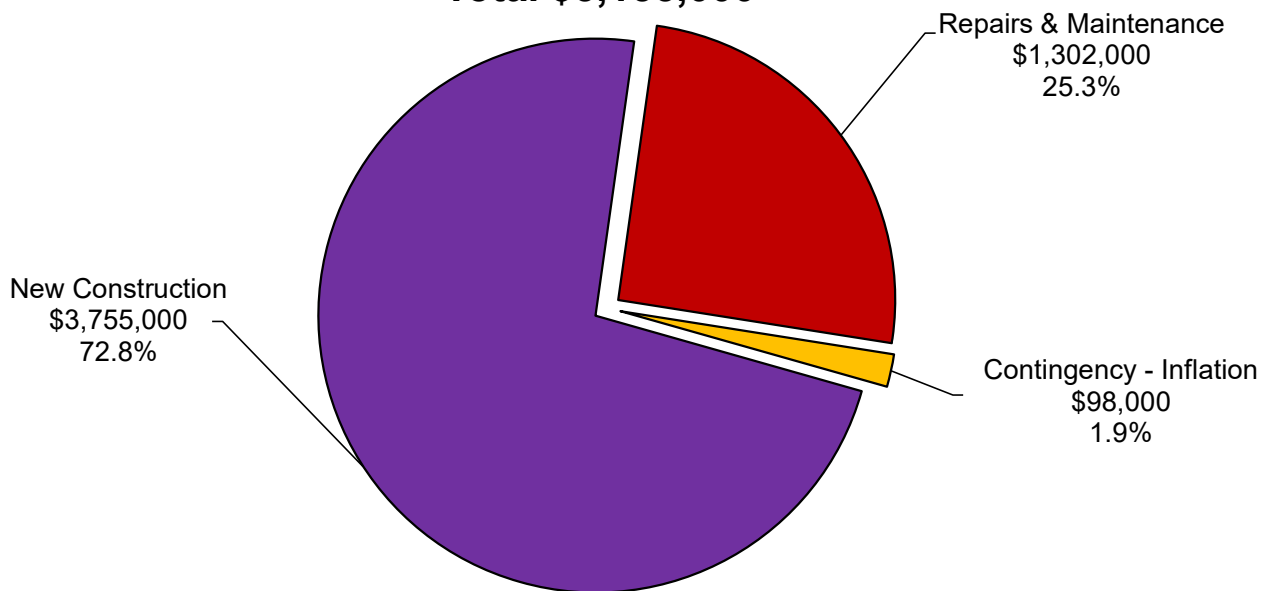
STATE-PROGRAM OPEN SPACE: (\$ in '000's)

PROJECT	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	'25-'29
Popes Creek Waterfront Ph II	\$581	\$0	\$0	\$0	\$0	\$581
Waldorf Park Development Phase I	\$0	\$500	\$500	\$0	\$0	\$1,000
Waldorf Park Development Phase II	\$0	\$0	\$0	\$500	\$9,000	\$500
Total	\$581	\$500	\$500	\$500	\$9,000	\$2,081

FY25 Parks Financing Sources Total \$5,155,000

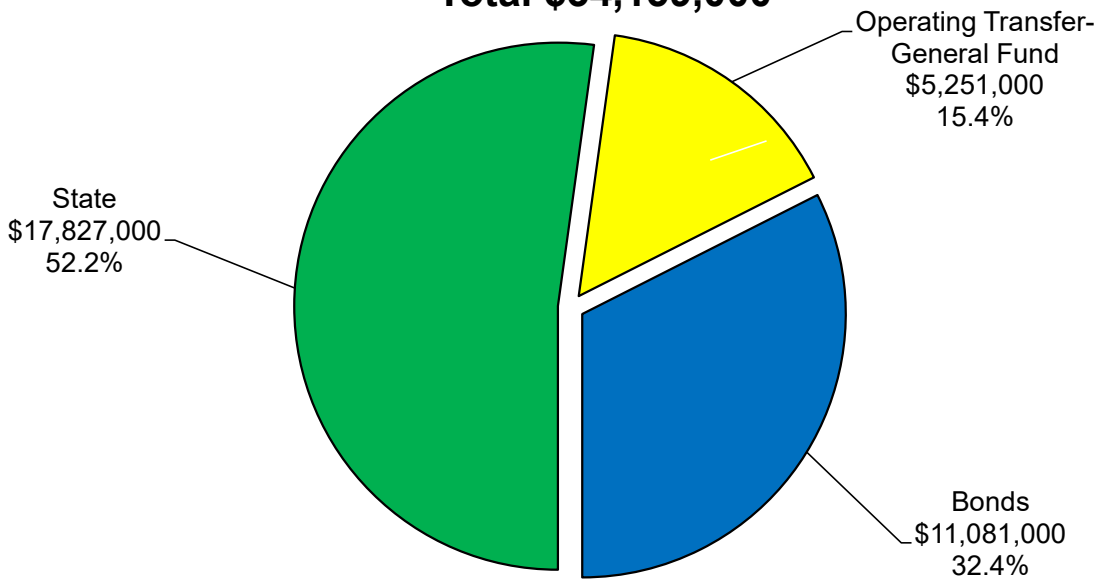


FY25 Parks by Project Total \$5,155,000



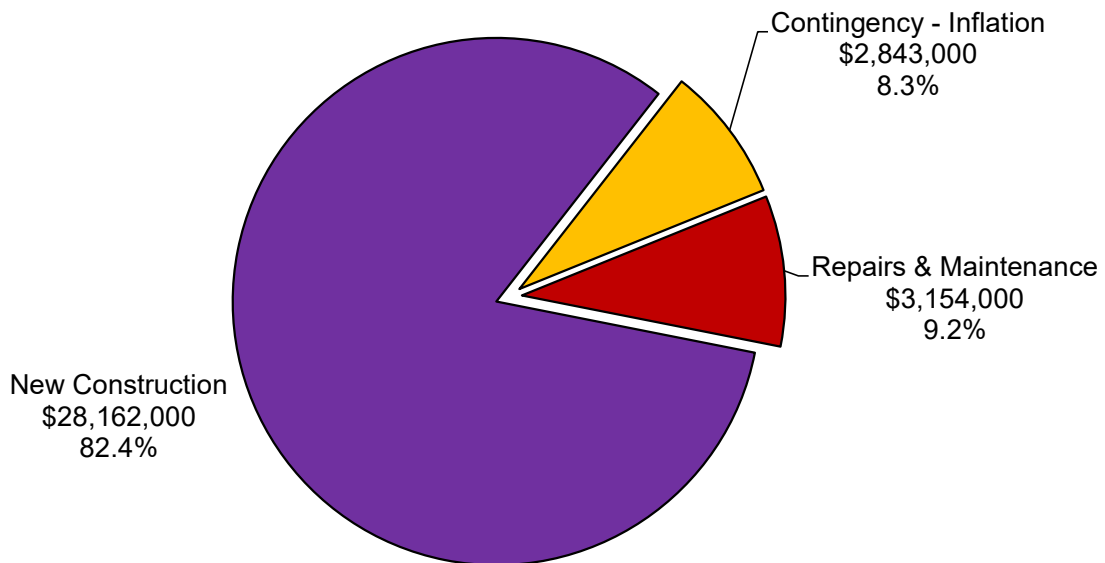
FY25-FY29 Parks Financing Sources

Total \$34,159,000



FY25-FY29 Parks by Project Type

Total \$34,159,000



New construction includes funds for the Various Pedestrian and Bicycle Facilities, the Waldorf Park Development, the Smallwood Drive Shared Use Paths, various sidewalks, and the Popes Creek Waterfront. Repairs & Maintenance includes funding for minor repairs at various parks.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6	6	6	6	6	30	0	6	36
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	382	432	432	482	482	2,210	0	532	2,742
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$388	\$438	\$438	\$488	\$488	\$2,240	\$0	\$538	\$2,778

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
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	388	438	438	488	488	2,240	0	538	2,778
Total County Funding	\$388	\$438	\$438	\$488	\$488	\$2,240	\$0	\$538	\$2,778
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	\$388	\$438	\$438	\$488	\$488	\$2,240	\$0	\$538	\$2,778

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

County-wide

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Various Pedestrian & Bicycle Facilities	Requested By: DPW
<p>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:</p> <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <ol style="list-style-type: none"> 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 ft 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. </div> <div style="width: 50%;"> <ol style="list-style-type: none"> 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). </div> </div>	
<p>Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)</p> <p>PRIORITY</p>	

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$50	\$50	\$50	\$50	\$50	\$250	\$55	\$50	\$355
Land & ROW	8	8	8	8	8	40	0	8	48
Construction	150	150	150	150	150	750	289	150	1,189
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	15	15	15	75	13	15	103
Administration - FAS	6	6	6	6	6	30	3	6	39
Inspection	12	12	12	12	12	60	47	12	119
Miscellaneous	5	5	5	5	5	25	42	5	72
Contingency	15	15	15	15	15	75	38	15	128
Total Outlay	\$261	\$261	\$261	\$261	\$261	\$1,305	\$485	\$261	\$2,051

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$178	\$178	\$178	\$261	\$261	\$1,056	\$248	\$261	\$1,565
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	83	83	83	0	0	249	237	0	486
Total County Funding	\$261	\$261	\$261	\$261	\$261	\$1,305	\$485	\$261	\$2,051
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	\$261	\$261	\$261	\$261	\$261	\$1,305	\$485	\$261	\$2,051

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	22.3	38.3	54.3	70.3	93.8	22.3	117.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$22.3	\$38.3	\$54.3	\$70.3	\$93.8	\$22.3	\$117.3

LOCATION: County-wide	COMMISSIONER DISTRICT: Various
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '14-'18	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$66	\$0	\$66
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	646	0	0	0	0	646	754	0	1,400
Equipment	0	0	0	0	0	0	0	0	0
Administration	56	0	0	0	0	56	0	0	56
Administration - FAS	6	0	0	0	0	6	10	0	16
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	65	0	0	0	0	65	0	0	65
Contingency	64	0	0	0	0	64	0	0	64
Total Outlay	\$837	\$0	\$0	\$0	\$0	\$837	\$831	\$0	\$1,668

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '14-'18	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$256	\$0	\$0	\$0	\$0	\$256	\$45	\$0	\$301
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	\$256	\$0	\$0	\$0	\$0	\$256	\$45	\$0	\$301
Federal	0	0	0	0	0	0	0	0	0
State	581	0	0	0	0	581	786	0	1,367
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$837	\$0	\$0	\$0	\$0	\$837	\$831	\$0	\$1,668

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	2.00	2.00	2.00	2.00	0.00	2.00
Personnel Costs	0.0	197.0	206.8	217.2	228.0	0.0	239.4
Operating	0.0	73.1	74.6	76.1	77.6	0.0	79.9
Total Operating	\$0.0	\$270.1	\$281.4	\$293.3	\$305.6	\$0.0	\$319.3
Debt Service: Bonds	4.0	27.0	27.0	27.0	27.0	4.0	27.0
Vehicle & Equipment Lease	0.0	16.5	33.0	33.0	33.0	0.0	33.0
Total Impact	\$4.0	\$297.1	\$308.4	\$320.3	\$332.6	\$4.0	\$346.3

LOCATION:

Newburg, MD

COMMISSIONER DISTRICT:

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$87	\$0	\$87
Land & ROW	38	0	0	0	0	38	0	0	38
Construction	414	0	0	0	0	414	308	0	722
Equipment	0	0	0	0	0	0	0	0	0
Administration	57	0	0	0	0	57	19	0	76
Administration - FAS	6	0	0	0	0	6	13	0	19
Inspection	49	0	0	0	0	49	12	0	61
Miscellaneous	16	0	0	0	0	16	7	0	23
Contingency	41	0	0	0	0	41	35	0	76
Total Outlay	\$621	\$0	\$0	\$0	\$0	\$621	\$481	\$0	\$1,102

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$621	\$0	\$0	\$0	\$0	\$621	\$481	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0	0
Total County Funding	\$621	\$0	\$0	\$0	\$0	\$621	\$481	\$0	\$0	\$0
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$621	\$0	\$0	\$0	\$0	\$621	\$481	\$0	\$0	\$0

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	99.1	99.1	99.1	99.1	43.3	99.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$43.3	\$99.1	\$99.1	\$99.1	\$99.1	\$43.3	\$99.1

LOCATION:

Smallwood Drive, Waldorf, MD

COMMISSIONER DISTRICT:

3 and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$320	\$0	\$0	\$0	\$320	\$170	\$0	\$490
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	2,067	667	0	0	2,734	1,995	0	4,729
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	7	0	7
Administration - FAS	0	6	6	0	0	12	10	0	22
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	\$2,393	\$673	\$0	\$0	\$3,066	\$2,182	\$0	\$5,248

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$168	\$173	\$0	\$0	\$341	\$553	\$0	\$894
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	1,725	0	0	0	1,725	0	0	1,725
Total County Funding	\$0	\$1,893	\$173	\$0	\$0	\$2,066	\$553	\$0	\$2,619
Federal	0	0	0	0	0	0	0	0	0
State	0	500	500	0	0	1,000	1,629	0	2,629
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$2,393	\$673	\$0	\$0	\$3,066	\$2,182	\$0	\$5,248

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.0	4.5	13.5	0.00	13.5
Personnel Costs	0.0	0.0	0.0	251.1	263.6	0.0	276.8
Operating	0.0	0.0	0.0	41.0	41.9	0.0	43.1
Total Operating	\$0.0	\$0.0	\$0.0	\$292.1	\$305.5	\$0.0	\$319.9
Debt Service: Bonds	49.7	49.7	62.1	74.8	74.8	49.7	74.8
Vehicle & Equipment Lease	0.0	0.0	0.0	18.2	36.5	0.0	36.5
Total Impact	\$49.7	\$49.7	\$62.1	\$366.9	\$380.3	\$49.7	\$394.7

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	667	12,000	12,667	1,940	15,000	29,607
Equipment	0	0	0	0	3,000	3,000	0	0	3,000
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	0	6	6	12	5	6	23
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	1,000	1,000	0	0	1,000
Contingency	0	0	0	0	500	500	49	0	549
Total Outlay	\$0	\$0	\$0	\$673	\$16,506	\$17,179	\$1,994	\$15,006	\$34,179

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$173	\$7,506	\$7,679	\$496	\$3,756	\$11,931
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	\$173	\$7,506	\$7,679	\$496	\$3,756	\$11,931
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	500	9,000	9,500	1,498	11,250	22,248
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$673	\$16,506	\$17,179	\$1,994	\$15,006	\$34,179

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	44.6	44.6	44.6	44.6	57.3	44.6	333.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$44.6	\$44.6	\$44.6	\$44.6	\$57.3	\$44.6	\$333.7

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Hamilton Road Sidewalk Improvements

Design and construct approximately 4,500 linear feet of 5-foot wide sidewalk along Hamilton Road from 500 linear feet south of Moran Drive to Acton Lane. Work shall include right-of-way acquisition and road widening, curb and gutter, new storm drain, and SWM facilities as required. Design and permitting is proposed for the full length of the sidewalk improvements, and the construction may be phased based on cost and available budget. Construction of the sidewalk is estimated at \$680/LF.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$78	\$0	\$0	\$0	\$0	\$78	\$150	\$0	\$228
Land & ROW	33	0	0	0	0	33	37	0	70
Construction	0	2,460	0	0	0	2,460	600	0	3,060
Equipment	0	0	0	0	0	0	0	0	0
Administration	153	153	0	0	0	306	30	0	336
Administration - FAS	6	6	0	0	0	12	8	0	20
Inspection	0	144	0	0	0	144	20	0	164
Miscellaneous	0	89	0	0	0	89	5	0	94
Contingency	0	266	0	0	0	266	40	0	306
Total Outlay	\$270	\$3,118	\$0	\$0	\$0	\$3,388	\$890	\$0	\$4,278

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$270	\$3,118	\$0	\$0	\$0	\$3,388	\$575	\$0	\$3,963
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	315	0	315
Total County Funding	\$270	\$3,118	\$0	\$0	\$0	\$3,388	\$890	\$0	\$4,278
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	\$270	\$3,118	\$0	\$0	\$0	\$3,388	\$890	\$0	\$4,278

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	51.7	71.6	301.0	301.0	301.0	51.7	301.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$51.7	\$71.6	\$301.0	\$301.0	\$301.0	\$51.7	\$301.0

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Mill Hill Road Sidewalk

This project is to install pedestrian safety improvements including: Americans with Disabilities Act (ADA) ramps; two crosswalks with markings, three school zone signs, four pedestrian signs, and the relocation of four fire hydrants and 12 utility poles along Mill Hill Road, from the entrance of North Point subdivision to Davis Road. Providing a connection along Mill Hill for community to access the Theodore G. Davis Middle School and William A. Diggs Elementary School will be a greater improvement to promote connectivity between the community and Charles County Public Schools.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$85	\$0	\$85
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	735	0	0	0	0	735	555	0	1,290
Equipment	0	0	0	0	0	0	0	0	0
Administration	129	0	0	0	0	129	31	0	160
Administration - FAS	6	0	0	0	0	6	0	0	6
Inspection	103	0	0	0	0	103	10	0	113
Miscellaneous	39	0	0	0	0	39	7	0	46
Contingency	73	0	0	0	0	73	56	0	129
Total Outlay	\$1,085	\$0	\$0	\$0	\$0	\$1,085	\$744	\$0	\$1,829

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$1,085	\$0	\$0	\$0	\$0	\$1,085	\$228	\$0	\$1,313
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	\$1,085	\$0	\$0	\$0	\$0	\$1,085	\$228	\$0	\$1,313
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	516	0	516
Total Funding	\$1,085	\$0	\$0	\$0	\$0	\$1,085	\$744	\$0	\$1,829

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	97.6	97.6	97.6	97.6	20.5	97.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$97.6	\$97.6	\$97.6	\$97.6	\$20.5	\$97.6

LOCATION:

Waldorf, Md

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Bryans Road Sidewalk (Wooster Road to Matthews Rd.)

Requested By: DPW

Project #:

Design (in-house) and construct approximately 860 linear feet of sidewalk along the west side of Indian Head Hwy. and Livingston Road from Wooster Road intersection to Matthews Road intersection. Due to sidewalk construction performed by others along the same limits of this project, the length of proposed sidewalk has been reduced to approximately 860 LF to complete the infill areas and pedestrian connectivity between the two referenced intersections.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$100	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$100
Land & ROW	10	0	0	0	0	10	0	0	10
Construction	129	0	0	0	0	129	0	0	129
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	10	0	0	0	0	10	0	0	10
Miscellaneous	4	0	0	0	0	4	0	0	4
Contingency	13	0	0	0	0	13	0	0	13
Total Outlay	\$286	\$0	\$0	\$0	\$0	\$286	\$0	\$0	\$286

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer	286	0	0	0	0	286	0	0	0	0	286	0	0	286
Total County Funding	\$286	\$0	\$0	\$0	\$0	\$286	\$0	\$0	\$0	\$0	\$286	\$0	\$0	\$286
Federal	0	0	0	0	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Funding	\$286	\$0	\$0	\$0	\$0	\$286	\$0	\$0	\$0	\$0	\$286	\$0	\$0	\$286

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

Bryan's Road

COMMISSIONER DISTRICT:

2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

White Plains Golf Cart Path Repaving

Requested By: RPT

Project #:

Allow for repair and repaving of the 4.5 mile golf cart path at White Plains Golf Course which has exceeded it's life expectancy and in very poor condition.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6	0	0	0	0	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	552	0	0	0	0	552	0	0	552
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$558	\$0	\$0	\$0	\$0	\$558	\$0	\$0	\$558

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$558	\$0	\$0	\$0	\$0	\$558	\$0	\$0	\$558
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	\$558	\$0	\$0	\$0	\$0	\$558	\$0	\$0	\$558
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	\$558	\$0	\$0	\$0	\$0	\$558	\$0	\$0	\$558

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
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	50.2	50.2	50.2	50.2	50.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$50.2	\$50.2	\$50.2	\$50.2	\$50.2

LOCATION:

White Plains

COMMISSIONER DISTRICT:

2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: RPT

Parks Restrooms Replacements

Allow for creation of a replacement schedule of outdated restroom structures which have exceeded their life expectancy. New restroom facilities will include Americans with Disabilities Act accessibility requirements and gender neutral restrooms.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6	0	0	0	0	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	350	0	0	0	0	350	0	0	350
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$356	\$0	\$0	\$0	\$0	\$356	\$0	\$0	\$356

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	356	0	0	0	0	356	0	0	356
Total County Funding	\$356	\$0	\$0	\$0	\$0	\$356	\$0	\$0	\$356
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	\$356	\$0	\$0	\$0	\$0	\$356	\$0	\$0	\$356

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:

Various locations

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

South Hampton Sidewalks Phase I

To support the additions of sidewalks in the South Hampton neighborhood.

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$45	\$0	\$0	\$0	\$0	\$45	\$0	\$0	\$45
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	317	0	0	0	0	317	0	0	317
Equipment	0	0	0	0	0	0	0	0	0
Administration	16	0	0	0	0	16	0	0	16
Administration - FAS	6	0	0	0	0	6	0	0	6
Inspection	11	0	0	0	0	11	0	0	11
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$395	\$0	\$0	\$0	\$0	\$395	\$0	\$0	\$395

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	395	0	0	0	0	395	0	0	395
Total County Funding	\$395	\$0	\$0	\$0	\$0	\$395	\$0	\$0	\$395
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	\$395	\$0	\$0	\$0	\$0	\$395	\$0	\$0	\$395

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

Bryans Road

COMMISSIONER DISTRICT:

2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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.

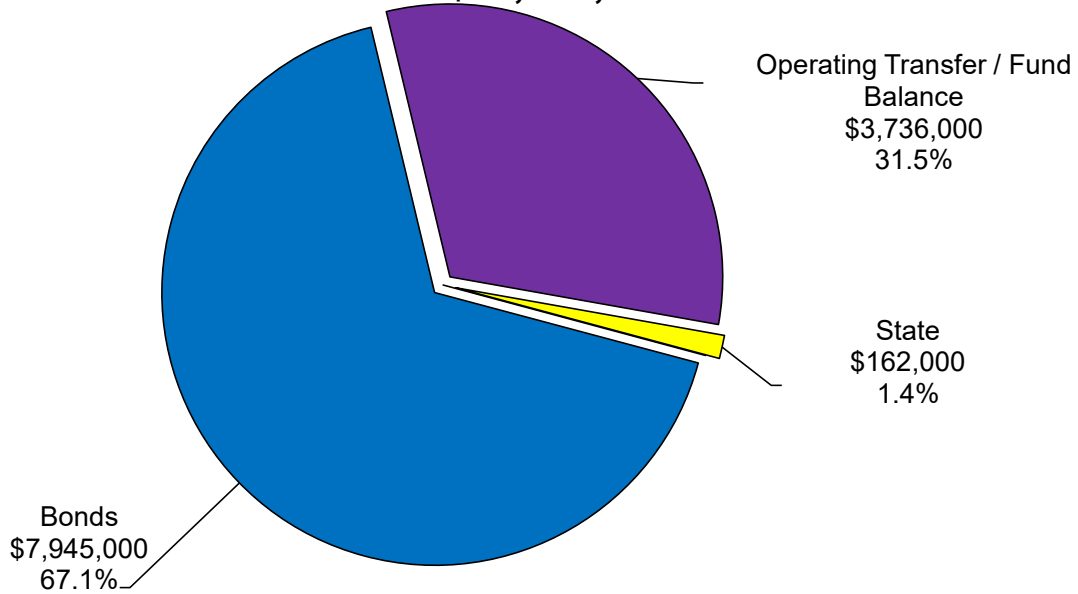
EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$759	\$646	\$971	\$586	\$288	\$3,250	\$7,290	\$306	\$10,846
Land & ROW	985	1,353	575	2,581	2,595	8,089	16,920	216	25,225
Construction	7,165	14,678	16,876	9,523	9,036	57,278	43,389	10,566	111,233
Equipment	0	0	0	0	0	0	0	0	0
Administration	1,406	1,208	1,343	489	432	4,878	2,136	380	7,394
Administration - FAS	73	72	61	62	51	319	165	49	533
Inspection	919	871	1,443	477	454	4,164	2,526	451	7,141
Miscellaneous	257	227	355	84	160	1,083	1,742	145	2,970
Contingency	279	781	1,488	431	596	3,575	2,866	568	7,009
Total Outlay	\$11,843	\$19,836	\$23,112	\$14,233	\$13,612	\$82,636	\$77,034	\$12,681	\$172,351

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029				
Bonds	\$7,945	\$14,856	\$18,337	\$12,419	\$11,760	\$65,317	\$73,840	\$10,825	\$149,982
Fund Balance Appropriation	2,500	3,000	3,000	0	0	8,500	88	0	8,588
Operating Transfer General Fund	1,236	1,818	1,613	1,652	1,690	8,009	2,976	1,660	12,645
Total County Funding	\$11,681	\$19,674	\$22,950	\$14,071	\$13,450	\$81,826	\$76,904	\$12,485	\$171,215
Federal	0	0	0	0	0	0	0	0	0
State	162	162	162	162	162	810	0	196	1,006
Other:	0	0	0	0	0	0	130	0	130
Total Funding	\$11,843	\$19,836	\$23,112	\$14,233	\$13,612	\$82,636	\$77,034	\$12,681	\$172,351

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	6,797.3	7,721.8	8,378.2	9,657.6	10,560.7	6,641.3	11,439.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$6,797.3	\$7,721.8	\$8,378.2	\$9,657.6	\$10,560.7	\$6,641.3	\$11,439.4

FY25 Transportation Financing Sources

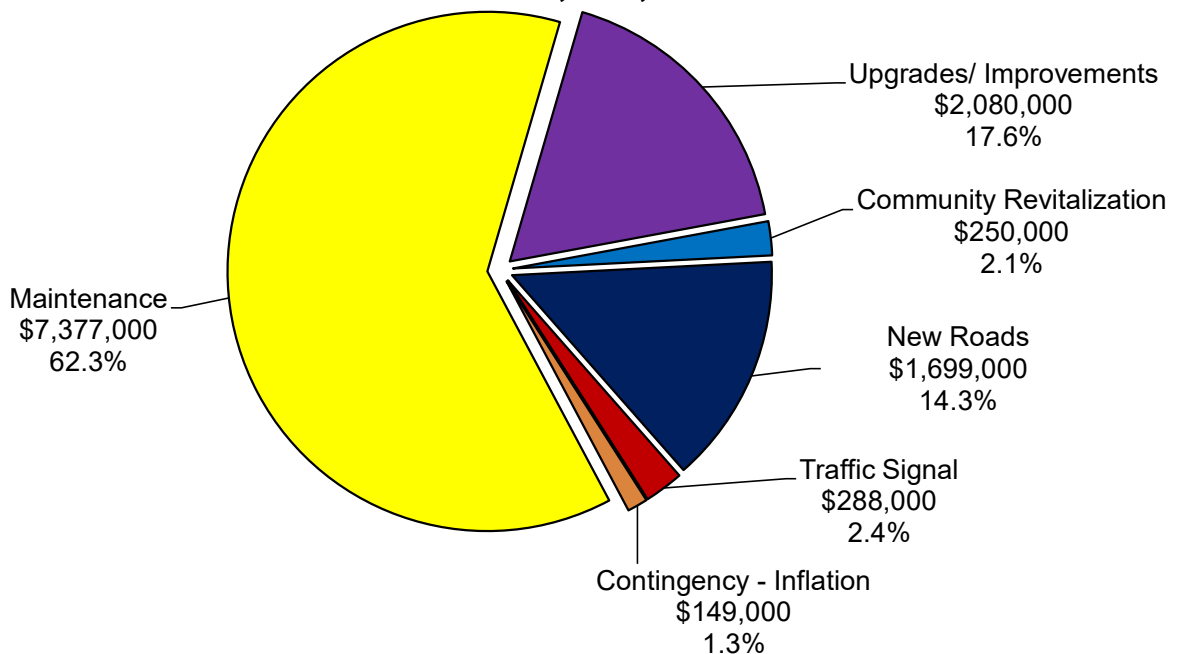
Total \$11,843,000



Bonds are the major source of financing for the transportation projects.

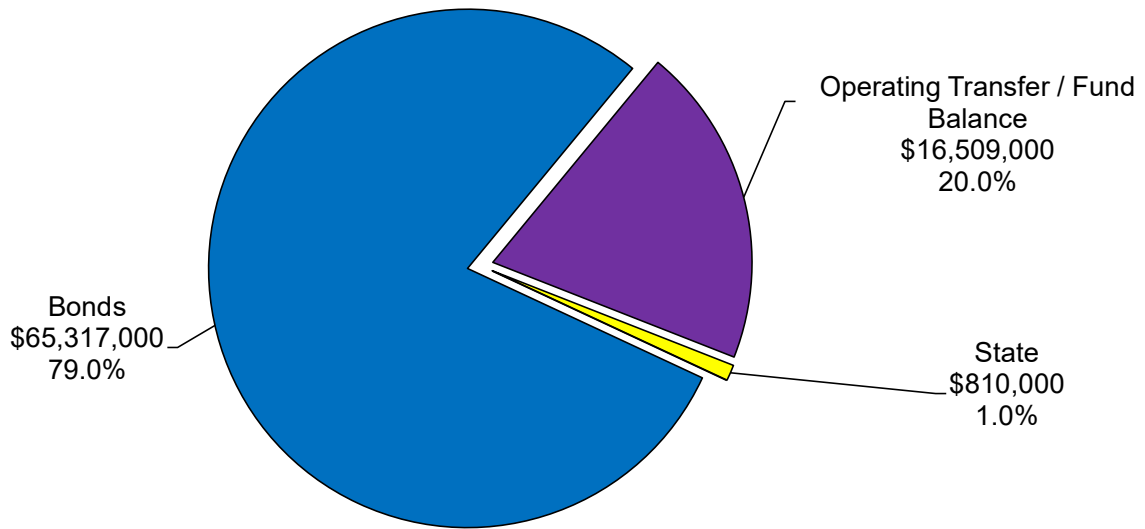
FY25 Transportation by Project Type

Total \$11,843,000



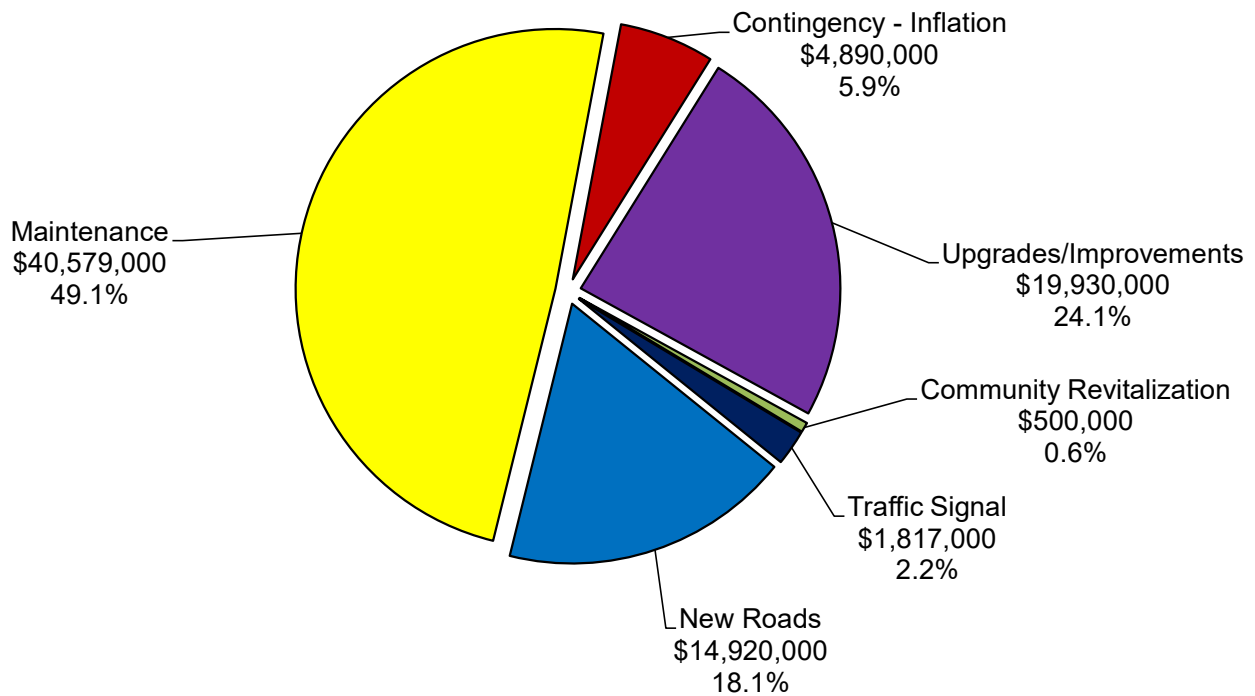
The Capital Budget for transportation includes improving the existing road systems and expanding for the future. Upgrade/Improvements includes funding for drainage improvements throughout the County, and safety improvements on Substation Road and other roads in the County. Maintenance includes the Road 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 Western Parkway, Turkey Hill Road Reconstruction, and Old Washington Road Reconstruction.

FY25-FY29 Transportation Financing Sources Total \$82,636,000



The County's Debt Affordability Plan provides for sufficient funds to pay the annual debt service on the necessary General Obligation Bonds.

FY25-FY29 Transportation by Project Type Total \$82,636,000



The majority of the transportation program is for maintenance, upgrades, and improvements to the existing roads. Improvements to existing roads includes funding to improve the stormwater drainage in the WURC and various safety improvements. New Roads include funding for Old Washington Road, Middletown Road Phase III and Turkey Hill Road Reconstruction.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6,240	4,990	4,990	4,990	4,990	26,200	0	4,990	31,190
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	6	6	6	6	6	30	0	6	36
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	\$6,321	\$5,071	\$5,071	\$5,071	\$5,071	\$26,605	\$0	\$5,071	\$31,676

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 year)	\$3,159	\$4,159	\$4,159	\$4,159	\$4,159	\$19,795	\$0	\$4,159	\$23,954
Fund Balance Appropriation	2,500	0	0	0	0	2,500	0	0	2,500
Operating Transfer General Fund	500	750	750	750	750	3,500	0	750	4,250
Total County Funding	\$6,159	\$4,909	\$4,909	\$4,909	\$4,909	\$25,795	\$0	\$4,909	\$30,704
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	\$6,321	\$5,071	\$5,071	\$5,071	\$5,071	\$26,605	\$0	\$5,071	\$31,676

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
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	284.1	658.2	1,032.3	1,406.3	1,780.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$284.1	\$658.2	\$1,032.3	\$1,406.3	\$1,780.4

LOCATION:

Roads throughout Charles County

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$125	\$155	\$155	\$155	\$155	\$745	\$389	\$155	\$1,289
Land & ROW	150	155	155	155	155	770	191	155	1,116
Construction	0	500	750	1,000	1,250	3,500	2,330	1,500	7,330
Equipment	0	0	0	0	0	0	0	0	0
Administration	139	139	139	139	139	695	177	139	1,011
Administration - FAS	7	7	7	7	7	35	23	7	65
Inspection	75	77	80	80	100	412	144	77	633
Miscellaneous	25	26	30	30	38	149	59	26	234
Contingency	96	133	126	126	155	636	374	155	1,165
Total Outlay	\$617	\$1,192	\$1,442	\$1,692	\$1,999	\$6,942	\$3,686	\$2,214	\$12,842

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$617	\$1,192	\$1,442	\$1,692	\$1,999	\$6,942	\$3,641	\$2,214	\$12,797
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	\$617	\$1,192	\$1,442	\$1,692	\$1,999	\$6,942	\$3,686	\$2,214	\$12,842
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	\$617	\$1,192	\$1,442	\$1,692	\$1,999	\$6,942	\$3,686	\$2,214	\$12,842

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	327.4	372.8	460.6	566.7	691.2	327.4	854.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$327.4	\$372.8	\$460.6	\$566.7	\$691.2	\$327.4	\$854.1

LOCATION:

Various Sites throughout County. (See description above.)

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$17	\$19	\$21	\$23	\$25	\$105	\$161	\$25	\$291
Land & ROW	11	12	13	14	15	65	88	15	168
Construction	210	210	210	210	210	1,050	910	212	2,172
Equipment	0	0	0	0	0	0	0	0	0
Administration	22	22	22	22	22	110	58	22	190
Administration - FAS	6	6	6	6	6	30	16	6	52
Inspection	11	12	13	14	15	65	87	17	169
Miscellaneous	2	3	4	5	6	20	10	6	36
Contingency	21	21	21	21	21	105	135	22	262
Total Outlay	\$300	\$305	\$310	\$315	\$320	\$1,550	\$1,465	\$325	\$3,340

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$0	\$0	\$0	\$0	\$0	\$0	\$805	\$35	\$840
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	300	305	310	315	320	1,550	660	290	2,500
Total County Funding	\$300	\$305	\$310	\$315	\$320	\$1,550	\$1,465	\$325	\$3,340
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	\$300	\$305	\$310	\$315	\$320	\$1,550	\$1,465	\$325	\$3,340

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	72.4	72.4	72.4	72.4	72.4	72.4	74.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$72.4	\$72.4	\$72.4	\$72.4	\$72.4	\$72.4	\$74.9

LOCATION:

Various Sites throughout County

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: 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 Avenue and Heritage Green Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)	Requested By: DPW
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EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$16	\$18	\$20	\$22	\$25	\$101	\$40	\$25	\$166
Land & ROW	10	10	10	10	10	50	90	10	150
Construction	200	225	250	275	300	1,250	1,317	300	2,867
Equipment	0	0	0	0	0	0	0	0	0
Administration	20	25	30	30	30	135	34	30	199
Administration - FAS	6	6	6	6	6	30	16	6	52
Inspection	10	14	18	22	24	88	105	24	217
Miscellaneous	6	7	8	9	9	39	18	9	66
Contingency	20	22	25	27	30	124	114	30	268
Total Outlay	\$288	\$327	\$367	\$401	\$434	\$1,817	\$1,735	\$434	\$3,986

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$288	\$0	\$0	\$0	\$0	\$288	\$880	\$0	\$1,168
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	327	367	401	434	1,529	855	434	2,818
Total County Funding	\$288	\$327	\$367	\$401	\$434	\$1,817	\$1,735	\$434	\$3,986
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$288	\$327	\$367	\$401	\$434	\$1,817	\$1,735	\$434	\$3,986

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	79.1	100.3	100.3	100.3	100.3	79.1	100.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$79.1	\$100.3	\$100.3	\$100.3	\$100.3	\$79.1	\$100.3

LOCATION: County Wide	COMMISSIONER DISTRICT: Various
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	180	180	180	180	180	900	0	180	1,080
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	6	6	6	6	6	30	0	6	36
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	\$186	\$186	\$186	\$186	\$186	\$930	\$0	\$186	\$1,116

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	186	186	186	186	186	930	0	186	1,116
Total County Funding	\$186	\$186	\$186	\$186	\$186	\$930	\$0	\$186	\$1,116
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	\$186	\$186	\$186	\$186	\$186	\$930	\$0	\$186	\$1,116

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:

To be determined.

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 ongoing, 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$77	\$77	\$0	\$154	\$730	\$0	\$884
Land & ROW	0	0	26	26	0	52	983	0	1,035
Construction	0	0	2,575	100	0	2,675	5,386	0	8,061
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	584	8	0	592	212	0	804
Administration - FAS	0	0	6	6	0	12	25	0	37
Inspection	0	0	426	8	0	434	211	0	645
Miscellaneous	0	0	206	3	0	209	33	0	242
Contingency	0	0	466	10	0	476	330	0	806
Total Outlay	\$0	\$0	\$4,366	\$238	\$0	\$4,604	\$7,909	\$0	\$12,513

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$0	\$0	\$4,366	\$238	\$0	\$4,604	\$7,840	\$0	\$12,444
Fund Balance Appropriation	0	0	0	0	0	0	69	0	69
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$4,366	\$238	\$0	\$4,604	\$7,909	\$0	\$12,513
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	\$4,366	\$238	\$0	\$4,604	\$7,909	\$0	\$12,513

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	705.1	705.1	705.1	1,026.4	1,043.9	705.1	1,043.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$705.1	\$705.1	\$705.1	\$1,026.4	\$1,043.9	\$705.1	\$1,043.9

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Turkey Hill Road Reconstruction <i>Safety Committee Recommendation</i> Design and reconstruct Turkey Hill Road to improve safety, drainage, and diver visibility from MD 227 to US 301, including re-alignment as necessary. Lane capacity, right-of-way needs and approximate alignment modifications will be determined during the feasibility study phase. The project will include the necessary improvements to the intersections with MD 227 and US 301, a flood analysis and requisite drainage improvements, stormwater management and land acquisition. Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1) PRIORITY	Requested By: PGM
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EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$300	\$500	\$50	\$50	\$900	\$0	\$50	\$950
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	50	97	227	0	98	325
Administration - FAS	0	6	6	6	6	24	0	6	30
Inspection	0	0	0	0	150	150	0	150	300
Miscellaneous	0	5	5	5	100	115	0	100	215
Contingency	0	20	25	0	267	312	0	267	579
Total Outlay	\$0	\$356	\$904	\$401	\$2,304	\$3,965	\$0	\$2,305	\$6,270

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$356	\$904	\$401	\$2,304	\$3,965	\$0	\$2,305	\$6,270
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	\$356	\$904	\$401	\$2,304	\$3,965	\$0	\$2,305	\$6,270
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	\$356	\$904	\$401	\$2,304	\$3,965	\$0	\$2,305	\$6,270

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	26.2	92.7	122.2	0.0	461.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$26.2	\$92.7	\$122.2	\$0.0	\$461.4

LOCATION: Turkey Hill Road	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Old Washington Road Reconstruction

As part of the implementation of the Waldorf Urban Design Study, design and 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. 301, 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$536	\$0	\$536
Land & ROW	0	1,059	0	0	0	1,059	6,833	0	7,892
Construction	0	0	1,730	0	0	1,730	4,460	0	6,190
Equipment	0	0	0	0	0	0	0	0	0
Administration	451	289	87	0	0	827	49	0	876
Administration - FAS	6	6	6	0	0	18	6	0	24
Inspection	99	0	138	0	0	237	189	0	426
Miscellaneous	0	0	52	0	0	52	151	0	203
Contingency	0	0	173	0	0	173	557	0	730
Total Outlay	\$556	\$1,354	\$2,186	\$0	\$0	\$4,096	\$12,782	\$0	\$16,878

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$556	\$1,354	\$2,186	\$0	\$0	\$4,096	\$12,572	\$0	\$16,668
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	210	0	210
Total County Funding	\$556	\$1,354	\$2,186	\$0	\$0	\$4,096	\$12,782	\$0	\$16,878
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	\$556	\$1,354	\$2,186	\$0	\$0	\$4,096	\$12,782	\$0	\$16,878

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	1,130.7	1,171.6	1,271.3	1,432.1	1,432.1	1,130.7	1,432.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$1,130.7	\$1,171.6	\$1,271.3	\$1,432.1	\$1,432.1	\$1,130.7	\$1,432.1

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$350	\$100	\$100	\$50	\$0	\$600	\$700	\$0	\$1,300
Land & ROW	700	0	0	0	0	700	410	0	1,110
Construction	0	3,000	5,000	2,000	0	10,000	0	0	10,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	200	250	100	0	550	206	0	756
Administration - FAS	6	6	6	6	0	24	15	0	39
Inspection	0	300	500	200	0	1,000	0	0	1,000
Miscellaneous	0	30	50	20	0	100	55	0	155
Contingency	0	300	500	200	0	1,000	5	0	1,005
Total Outlay	\$1,056	\$3,936	\$6,406	\$2,576	\$0	\$13,974	\$1,391	\$0	\$15,365

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$1,056	\$936	\$3,406	\$2,576	\$0	\$7,974	\$845	\$0	\$8,819
Fund Balance Appropriation	0	3,000	3,000	0	0	6,000	19	0	6,019
Operating Transfer General Fund	0	0	0	0	0	0	527	0	527
Total County Funding	\$1,056	\$3,936	\$6,406	\$2,576	\$0	\$13,974	\$1,391	\$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	\$1,056	\$3,936	\$6,406	\$2,576	\$0	\$13,974	\$1,391	\$0	\$15,365

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	76.0	153.7	222.6	473.2	662.7	76.0	662.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$76.0	\$153.7	\$222.6	\$473.2	\$662.7	\$76.0	\$662.7

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$142	\$0	\$142	\$975	\$0	\$1,117
Land & ROW	0	0	0	2,060	2,054	4,114	0	0	4,114
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	62	62	124	26	0	150
Administration - FAS	0	0	0	6	6	12	13	0	25
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	12	7	19	56	0	75
Contingency	0	0	0	0	46	46	0	0	46
Total Outlay	\$0	\$0	\$0	\$2,282	\$2,175	\$4,457	\$1,069	\$0	\$5,526

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$0	\$0	\$0	\$2,282	\$2,175	\$4,457	\$800	\$0	\$5,257
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	\$0	\$0	\$0	\$2,282	\$2,175	\$4,457	\$1,069	\$0	\$5,526
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	\$2,282	\$2,175	\$4,457	\$1,069	\$0	\$5,526

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	72.0	72.0	72.0	72.0	239.9	72.0	239.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$72.0	\$72.0	\$72.0	\$72.0	\$239.9	\$72.0	\$239.9

LOCATION:

Middletown Road

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Mill Hill Road Upgrade

The upgrade of Mill Hill Rd. has been downsized to include 2 of the 4 lanes and road ordinance safety improvements from the Davis Road to Devonfield Avenue intersections. The County has received complaints from the Board of Education and the residents/HOA of Avalon South due to safety concerns. This project will bring the aforementioned portion of Mill Hill Rd. up to County Road Ordinance standards. Due to project delays waiting for the adjoining Mill Hill Road Sidewalk-Safe Routes to School project being approved and authorized by MDOT/SHA to advertise for construction at nearly the same time, additional funding has been requested to replenish the Admin, Inspection, and Misc lines, as well as increase Construction to account for inflation and escalation of labor and material costs.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$386	\$0	\$386
Land & ROW	0	0	0	0	0	0	328	0	328
Construction	0	0	0	0	0	0	2,777	0	2,777
Equipment	0	0	0	0	0	0	0	0	0
Administration	278	0	0	0	0	278	231	0	509
Administration - FAS	6	0	0	0	0	6	8	0	14
Inspection	217	0	0	0	0	217	60	0	277
Miscellaneous	8	0	0	0	0	8	151	0	159
Contingency	20	0	0	0	0	20	258	0	278
Total Outlay	\$529	\$0	\$0	\$0	\$0	\$529	\$4,199	\$0	\$4,728

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$529	\$0	\$0	\$0	\$0	\$529	\$3,660	\$0	\$4,189
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	409	0	409
Total County Funding	\$529	\$0	\$0	\$0	\$0	\$529	\$4,069	\$0	\$4,598
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	130	0	130
Total Funding	\$529	\$0	\$0	\$0	\$0	\$529	\$4,199	\$0	\$4,728

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	368.1	368.1	368.1	368.1	368.1	329.2	368.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$368.1	\$368.1	\$368.1	\$368.1	\$368.1	\$329.2	\$368.1

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Western Parkway

The completion of Western Parkway will connect MD 228, Acton Lane and US 301 opposite the Mattawoman-Beantown Road intersection. Section 1A was constructed by the developers of the Waldorf Technology Park. Western Parkway will create an alternative North-South intermediate arterial roadway, relieving US 301 & establishing a new segment of the desired grid network of roadways in Waldorf.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$30	\$0	\$0	\$0	\$0	\$30	\$2,822	\$0	\$2,852
Land & ROW	0	0	0	0	0	0	7,721	0	7,721
Construction	0	989	0	0	0	989	22,366	0	23,355
Equipment	0	0	0	0	0	0	0	0	0
Administration	217	72	0	0	0	289	927	0	1,216
Administration - FAS	6	6	0	0	0	12	28	0	40
Inspection	407	136	0	0	0	543	1,424	0	1,967
Miscellaneous	169	56	0	0	0	225	1,127	0	1,352
Contingency	0	0	0	0	0	0	914	0	914
Total Outlay	\$829	\$1,259	\$0	\$0	\$0	\$2,088	\$37,329	\$0	\$39,417

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$829	\$1,259	\$0	\$0	\$0	\$2,088	\$37,329	\$0	\$39,417
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	\$829	\$1,259	\$0	\$0	\$0	\$2,088	\$37,329	\$0	\$39,417
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	\$829	\$1,259	\$0	\$0	\$0	\$2,088	\$37,329	\$0	\$39,417

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	3,418.4	3,511.1	3,511.1	3,511.1	3,511.1	3,357.4	3,511.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$3,418.4	\$3,511.1	\$3,511.1	\$3,511.1	\$3,511.1	\$3,357.4	\$3,511.1

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Substation Road Improvements

Design and construct the following roadway improvements:

-Substation Road: Due to the poor road conditions, standing water, and poor drainage on both sides of the roadway, scope of work to be increased from half section road improvements along the Waldorf Station road frontage to improve the full width and length (approx. 3,180 LF) of the existing roadway from MD Route 5 to Old Washington Road (extent feasible) to Urban Major Collector road standards in accordance with the County's Comprehensive Plan and Road Ordinance. These road improvements include a storm drainage system and stormwater management facilities, as well as proposed pedestrian and bicyclist facilities along both sides of the roadway.

-MD Route 5 at Pinefield Road Intersection

-Business Route 5 Intersection

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$156	\$0	\$0	\$0	\$0	\$156	\$369	\$0	\$525
Land & ROW	50	0	0	0	0	50	1	0	51
Construction	0	4,011	0	0	0	4,011	1,236	0	5,247
Equipment	0	0	0	0	0	0	0	0	0
Administration	90	359	0	0	0	449	134	0	583
Administration - FAS	6	6	0	0	0	12	10	0	22
Inspection	0	210	0	0	0	210	210	0	420
Miscellaneous	43	100	0	0	0	143	18	0	161
Contingency	103	241	0	0	0	344	179	0	523
Total Outlay	\$448	\$4,927	\$0	\$0	\$0	\$5,375	\$2,157	\$0	\$7,532

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$448	\$4,927	\$0	\$0	\$0	\$5,375	\$2,157	\$0	\$7,532
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$448	\$4,927	\$0	\$0	\$0	\$5,375	\$2,157	\$0	\$7,532
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$448	\$4,927	\$0	\$0	\$0	\$5,375	\$2,157	\$0	\$7,532

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	227.0	589.5	589.5	589.5	589.5	194.0	589.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$227.0	\$589.5	\$589.5	\$589.5	\$589.5	\$194.0	\$589.5

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Middletown Road and Billingsley Road Roundabout

Traffic backups exist during peak vehicular volume times at the existing stop signed controlled intersection at Billingsley Road and Middletown Road. This project will allow traffic to flow more freely through a two-lane roundabout. The project scope has been increased to include construction of approximately 800 LF of 4-lane divided highway from the signalized intersection to the roundabout to meet the ultimate roadway classification for Middletown Road.

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$30	\$0	\$0	\$0	\$0	\$30	\$182	\$0	\$212
Land & ROW	0	0	0	0	0	0	275	0	275
Construction	100	0	0	0	0	100	2,607	0	2,707
Equipment	0	0	0	0	0	0	0	0	0
Administration	150	0	0	0	0	150	82	0	232
Administration - FAS	6	0	0	0	0	6	6	0	12
Inspection	12	0	0	0	0	12	96	0	108
Miscellaneous	4	0	0	0	0	4	65	0	69
Contingency	12	0	0	0	0	12	0	0	12
Total Outlay	\$314	\$0	\$0	\$0	\$0	\$314	\$3,312	\$0	\$3,626

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$314	\$0	\$0	\$0	\$0	\$314	\$3,312	\$0	\$3,626
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	\$314	\$0	\$0	\$0	\$0	\$314	\$3,312	\$0	\$3,626
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	\$314	\$0	\$0	\$0	\$0	\$314	\$3,312	\$0	\$3,626

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	321.0	321.0	321.0	321.0	321.0	297.9	321.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$321.0	\$321.0	\$321.0	\$321.0	\$321.0	\$297.9	\$321.0

LOCATION:

Middletown Road, White Plains, MD

COMMISSIONER DISTRICT:

3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By: DPW

Collaborative Community Partnerships (Community Revitalization Program)

To provide funding in support of implementing the findings from the ROC initiative. Projects may include repairs and/or improvements to sidewalks, potholes, crosswalks, etc.

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	235	235	0	0	0	470	0	0	470
Equipment	0	0	0	0	0	0	0	0	0
Administration	9	9	0	0	0	18	0	0	18
Administration - FAS	6	6	0	0	0	12	0	0	12
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	\$250	\$250	\$0	\$0	\$0	\$500	\$0	\$0	\$500

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (20 year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	250	250	0	0	0	500	0	0	500
Total County Funding	\$250	\$250	\$0	\$0	\$0	\$500	\$0	\$0	\$500
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$250	\$250	\$0	\$0	\$0	\$500	\$0	\$0	\$500

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

Countywide

COMMISSIONER DISTRICT:

ALL

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2025
(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$3,088	\$4,346	\$2,239	\$3,349	\$3,423	\$16,444	\$14,790	\$12,998	\$44,232
Land & ROW	0	490	0	0	563	1,053	4,366	4,869	10,288
Construction	13,100	57,563	37,358	11,679	19,393	139,092	21,369	162,956	323,417
Equipment	0	0	0	0	141	141	110	43	294
Administration	1,772	2,808	1,912	1,006	1,196	8,692	3,780	3,691	16,163
Administration - FAS	105	102	76	44	53	379	254	73	706
Inspection	1,066	3,624	2,379	815	1,305	9,188	1,105	1,369	11,662
Miscellaneous	167	272	131	35	158	763	1,096	1,530	3,389
Contingency	1,079	4,471	3,821	1,010	1,940	12,321	3,200	17,955	33,475
Total Outlay	\$20,376	\$73,675	\$47,914	\$17,937	\$28,170	\$188,071	\$50,070	\$205,485	\$443,626

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$20,218	\$73,647	\$47,834	\$17,937	\$28,170	\$187,805	\$49,824	\$205,485	\$443,114
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	158	28	80	0	0	266	246	0	512
Total County Funding	20,376	73,675	47,914	17,937	28,170	188,071	50,070	205,485	443,626
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	\$20,376	\$73,675	\$47,914	\$17,937	\$28,170	\$188,071	\$50,070	\$205,485	\$443,626

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	125.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	58.2
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$183.2
Debt Service: Bonds	3,882.3	5,763.4	11,686.1	15,474.5	17,101.4	4,099.4	27,993.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$3,882.3	\$5,763.4	\$11,686.1	\$15,474.5	\$17,101.4	\$4,099.4	\$28,176.3

Increase to Water User Fee: \$0.78 \$0.84 \$1.42 \$1.81 \$2.01

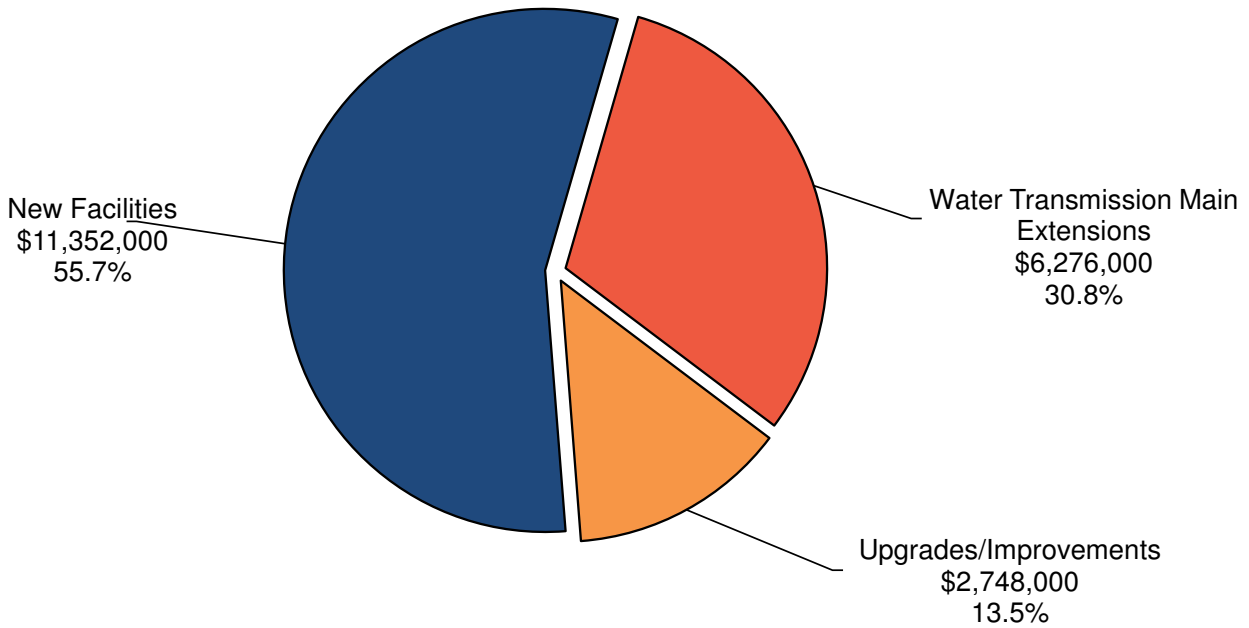
81.7c \$4.43

Projects with Future Operating Impacts:

PROJECT	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Utilities Professional Development & Training Center	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Utilities Waldorf Regional Facility	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Subtotal	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

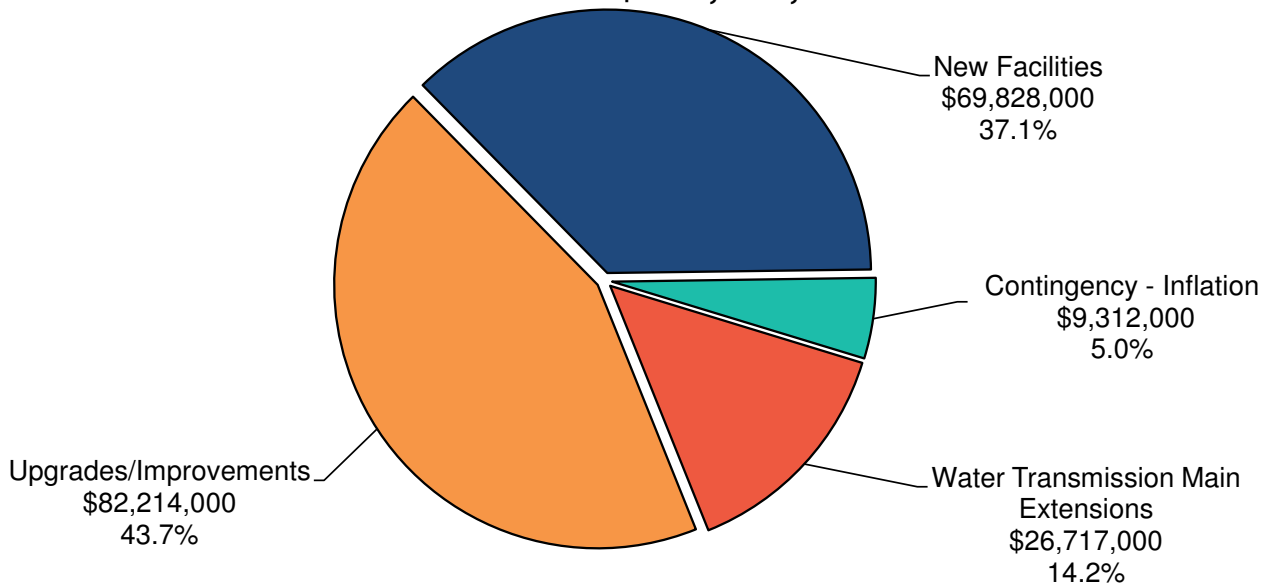
Beyond FY 2029	FTE
\$95.4	1.00
\$87.9	1.00
\$183.2	2.00

FY25 Water Projects by Type Total \$20,376,000



New Facilities includes Hughesville Water Line, Potomac River Water Supply Treatment Plant, Utilities Waldorf Regional Facility, and various water towers throughout the county. Upgrades/Improvements includes Satellite Water Facility Upgrades, WSSC Waldorf Interconnection, and various water main and water system improvements throughout the county. Water Transmission Main Extensions includes projects to interconnect various water systems throughout the county. For FY2025, water projects are pay-go and bond financed.

FY25-FY29 Water Projects by Type Total \$188,071,000



New Facilities includes Hughesville Water Line, Potomac River Water Supply Treatment Plant, Utilities Professional Development & Training Center, Utilities Waldorf Regional Facility, and various water towers and wells throughout the County. Water Transmission Main Extensions includes projects to interconnect various water systems 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 2025

(\$ in thousands)

PROJECT NAME:	Water User 100%	Requested By: DPW
Bel Alton and Chapel Point Interconnection	Water Connection 0%	
<p>This project will cooperatively extend the Town of La Plata 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 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.</p> <p>Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	800	0	0	0	6,000	6,800	0	0	6,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	0	0	0	0	50	150	0	200
Administration - FAS	6	0	0	0	6	12	10	0	22
Inspection	40	0	0	0	300	340	0	0	340
Miscellaneous	8	0	0	0	60	68	0	0	68
Contingency	80	0	0	0	600	680	0	0	680
Total Outlay	\$984	\$0	\$0	\$0	\$6,966	\$7,950	\$1,351	\$0	\$9,301

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$984	\$0	\$0	\$0	\$6,966	\$7,950	\$1,351	\$0	\$9,301
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$984	\$0	\$0	\$0	\$6,966	\$7,950	\$1,351	\$0	\$9,301
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$984	\$0	\$0	\$0	\$6,966	\$7,950	\$1,351	\$0	\$9,301

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	211.1	211.1	211.1	211.1	117.9	870.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$117.9	\$211.1	\$211.1	\$211.1	\$211.1	\$117.9	\$870.9
Increase to Water User Fee:	5.0¢	8.9¢	8.7¢	8.6¢	8.5¢	5.0¢	34.3¢

LOCATION:	COMMISSIONER DISTRICT:
Southern portion of the County	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Ellenwood, Mariellen and Newtown Connection	Water User 100% Water Connection 0%	Requested By: DPW
<p>This project will cooperatively extend the Town of La Plata water system to Ellenwood, Mariellen, and Newtown areas. This is part of a phased approach to interconnected 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.</p>		
<p>Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)</p> <p>PRIORITY</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$0	\$300
Land & ROW	0	0	0	0	500	500	100	500	1,100
Construction	0	0	0	0	3,000	3,000	0	3,000	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	0	0	6	6	10	6	22
Inspection	0	0	0	0	150	150	0	150	300
Miscellaneous	0	0	0	0	30	30	0	30	60
Contingency	0	0	0	0	300	300	0	300	600
Total Outlay	\$0	\$0	\$0	\$0	\$3,986	\$3,986	\$550	\$3,986	\$8,522

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$0	\$0	\$0	\$0	\$3,986	\$3,986	\$550	\$3,986	\$8,522
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$0	\$3,986	\$3,986	\$550	\$3,986	\$8,522
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$0	\$3,986	\$3,986	\$550	\$3,986	\$8,522

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	48.0	48.0	48.0	803.1
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	\$48.0	\$48.0	\$48.0	\$803.1
Increase to Water User Fee:	2.0¢	2.0¢	2.0¢	2.0¢	1.9¢	2.0¢	31.7¢

LOCATION:	COMMISSIONER DISTRICT:
Southern portion of the County	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Satellite Water Facility Upgrades	Water User 100% Water Connection 0%	Requested By: DPW
<p>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.</p> <p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$445	\$675	\$290	\$125	\$125	\$1,660	\$202	\$125	\$1,987
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	475	975	675	675	2,800	5,302	675	8,777
Equipment	0	0	0	0	0	0	0	0	0
Administration	375	375	375	250	250	1,625	357	250	2,232
Administration - FAS	6	6	6	6	6	30	3	6	39
Inspection	0	125	125	125	125	500	356	125	981
Miscellaneous	0	0	0	0	0	0	487	0	487
Contingency	0	148	95	68	68	379	125	68	572
Total Outlay	\$826	\$1,804	\$1,866	\$1,249	\$1,249	\$6,994	\$6,832	\$1,249	\$15,075

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$826	\$1,804	\$1,866	\$1,249	\$1,249	\$6,994	\$6,832	\$1,249	\$15,075
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	\$826	\$1,804	\$1,866	\$1,249	\$1,249	\$6,994	\$6,832	\$1,249	\$15,075
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	\$826	\$1,804	\$1,866	\$1,249	\$1,249	\$6,994	\$6,832	\$1,249	\$15,075

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	596.1	674.3	845.2	1,022.0	1,140.3	596.1	1,376.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$596.1	\$674.3	\$845.2	\$1,022.0	\$1,140.3	\$596.1	\$1,376.9
Increase to Water User Fee:	25.4¢	28.4¢	35.0¢	41.6¢	45.7¢	25.4¢	54.3¢

LOCATION:	COMMISSIONER DISTRICT:
Various locations, see description above	County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Gleneagles 2MG Water Tower	Water User 0% Water Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$400	\$0	\$0	\$0	\$0	\$400	\$700	\$0	\$1,100
Land & ROW	0	0	0	0	0	0	150	0	150
Construction	8,000	0	0	0	0	8,000	3,334	0	11,334
Equipment	0	0	0	0	0	0	0	0	0
Administration	300	300	0	0	0	600	243	0	843
Administration - FAS	6	6	0	0	0	12	16	0	28
Inspection	400	400	0	0	0	800	60	0	860
Miscellaneous	15	15	0	0	0	30	70	0	100
Contingency	600	350	0	0	0	950	180	0	1,130
Total Outlay	\$9,721	\$1,071	\$0	\$0	\$0	\$10,792	\$4,753	\$0	\$15,545

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$9,721	\$1,071	\$0	\$0	\$0	\$10,792	\$4,753	\$0	\$15,545
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$9,721	\$1,071	\$0	\$0	\$0	\$10,792	\$4,753	\$0	\$15,545
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$9,721	\$1,071	\$0	\$0	\$0	\$10,792	\$4,753	\$0	\$15,545

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	414.7	1,335.5	1,437.0	1,437.0	1,437.0	414.7	1,437.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$414.7	\$1,335.5	\$1,437.0	\$1,437.0	\$1,437.0	\$414.7	\$1,437.0
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:	COMMISSIONER DISTRICT:
St. Charles, Rosewick Road (proposed location)	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Bryans Road 2MG Water Tower	Water User 0% Water Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$350	\$350	\$0	\$0	\$0	\$700	\$400	\$0	\$1,100
Land & ROW	0	0	0	0	0	0	7	0	7
Construction	0	10,000	0	0	0	10,000	1,675	0	11,675
Equipment	0	0	0	0	0	0	0	0	0
Administration	400	500	0	0	0	900	153	0	1,053
Administration - FAS	6	6	6	0	0	18	19	0	37
Inspection	0	500	500	0	0	1,000	50	0	1,050
Miscellaneous	50	50	0	0	0	100	33	0	133
Contingency	0	500	300	0	0	800	335	0	1,135
Total Outlay	\$806	\$11,906	\$806	\$0	\$0	\$13,518	\$2,671	\$0	\$16,189

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$806	\$11,906	\$806	\$0	\$0	\$13,518	\$2,671	\$0	\$16,189
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	\$806	\$11,906	\$806	\$0	\$0	\$13,518	\$2,671	\$0	\$16,189
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	\$806	\$11,906	\$806	\$0	\$0	\$13,518	\$2,671	\$0	\$16,189

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	233.1	309.4	1,437.2	1,513.5	1,513.5	233.1	1,513.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$233.1	\$309.4	\$1,437.2	\$1,513.5	\$1,513.5	\$233.1	\$1,513.5
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 2025

(\$ in thousands)

PROJECT NAME: Hughesville Water Line	Water User 0% Water Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700	\$0	\$1,700
Land & ROW	0	0	0	0	0	0	1,270	0	1,270
Construction	0	3,300	5,000	5,000	2,000	15,300	1,700	0	17,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	50	50	50	250	269	0	519
Administration - FAS	6	6	6	6	6	30	24	0	54
Inspection	0	0	200	200	200	600	43	0	643
Miscellaneous	10	10	10	10	0	40	52	0	92
Contingency	0	300	500	500	200	1,500	193	0	1,693
Total Outlay	\$66	\$3,666	\$5,766	\$5,766	\$2,456	\$17,720	\$5,251	\$0	\$22,971

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$66	\$3,666	\$5,766	\$5,766	\$2,456	\$17,720	\$5,251	\$0	\$22,971
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	\$66	\$3,666	\$5,766	\$5,766	\$2,456	\$17,720	\$5,251	\$0	\$22,971
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$66	\$3,666	\$5,766	\$5,766	\$2,456	\$17,720	\$5,251	\$0	\$22,971

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	458.2	464.4	811.7	1,357.9	1,904.0	458.2	2,136.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$458.2	\$464.4	\$811.7	\$1,357.9	\$1,904.0	\$458.2	\$2,136.6
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 2025

(\$ in thousands)

PROJECT NAME: Bryans Village Waterline Interconnection	Water User 0% Water Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$200
Land & ROW	0	0	0	0	0	0	80	0	80
Construction	1,000	1,000	0	0	0	2,000	87	0	2,087
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	0	0	0	100	75	0	175
Administration - FAS	6	6	0	0	0	12	18	0	30
Inspection	75	75	0	0	0	150	0	0	150
Miscellaneous	7	7	0	0	0	14	6	0	20
Contingency	89	89	0	0	0	178	0	0	178
Total Outlay	\$1,227	\$1,227	\$0	\$0	\$0	\$2,454	\$466	\$0	\$2,920

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$1,227	\$1,227	\$0	\$0	\$0	\$2,454	\$466	\$0	\$2,920
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	\$1,227	\$1,227	\$0	\$0	\$0	\$2,454	\$466	\$0	\$2,920
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$1,227	\$1,227	\$0	\$0	\$0	\$2,454	\$466	\$0	\$2,920

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	40.6	156.9	273.1	273.1	273.1	40.6	273.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$40.6	\$156.9	\$273.1	\$273.1	\$273.1	\$40.6	\$273.1
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: Bryans Road	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:	Water User 0%	Requested By: PGM
Middletown/Bensville Waterline Interconnection	Water Connection 100%	
<p>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')</p> <p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$600
Land & ROW	0	0	0	0	0	0	111	0	111
Construction	0	3,000	0	0	0	3,000	3,005	0	6,005
Equipment	0	0	0	0	0	0	0	0	0
Administration	150	150	0	0	0	300	245	0	545
Administration - FAS	6	6	0	0	0	12	18	0	30
Inspection	200	200	0	0	0	400	58	0	458
Miscellaneous	0	0	0	0	0	0	81	0	81
Contingency	100	110	0	0	0	210	390	0	600
Total Outlay	\$456	\$3,466	\$0	\$0	\$0	\$3,922	\$4,507	\$0	\$8,429

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$456	\$3,466	\$0	\$0	\$0	\$3,922	\$4,507	\$0	\$8,429
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	\$456	\$3,466	\$0	\$0	\$0	\$3,922	\$4,507	\$0	\$8,429
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	\$456	\$3,466	\$0	\$0	\$0	\$3,922	\$4,507	\$0	\$8,429

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	393.3	436.5	764.8	764.8	764.8	393.3	764.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$393.3	\$436.5	\$764.8	\$764.8	\$764.8	\$393.3	\$764.8
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:	COMMISSIONER DISTRICT:
Bensville	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Waldorf Water Tower #8	Water User 60% Water Connection 40%	Requested By: PGM
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)		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$100	\$100	\$0	\$0	\$200	\$490	\$0	\$690
Land & ROW	0	0	0	0	0	0	100	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	0	6	6	0	0	12	18	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	\$0	\$4,246	\$4,086	\$0	\$0	\$8,332	\$874	\$0	\$9,206

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$0	\$4,246	\$4,086	\$0	\$0	\$8,332	\$874	\$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	\$0	\$4,246	\$4,086	\$0	\$0	\$8,332	\$874	\$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	\$0	\$4,246	\$4,086	\$0	\$0	\$8,332	\$874	\$0	\$9,206

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	76.3	76.3	478.4	865.5	865.5	76.3	865.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$76.3	\$76.3	\$478.4	\$865.5	\$865.5	\$76.3	\$865.5
Increase to Water User Fee:	2.0¢	1.9¢	11.9¢	21.1¢	20.8¢	2.0¢	20.5¢

LOCATION: Waldorf, MD	COMMISSIONER DISTRICT: 3 or 4
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Waldorf Water Tower #8 Water Distribution	Water User 60% Water Connection 40%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$150	\$0	\$0	\$0	\$0	\$150	\$150	\$0	\$300
Land & ROW	0	0	0	0	0	0	100	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	0	0	0	0	0	0	75	0	75
Administration - FAS	6	6	0	0	0	12	13	0	25
Inspection	0	50	0	0	0	50	25	0	75
Miscellaneous	0	5	0	0	0	5	10	0	15
Contingency	0	75	0	0	0	75	75	0	150
Total Outlay	\$156	\$1,236	\$0	\$0	\$0	\$1,392	\$848	\$0	\$2,240

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$156	\$1,236	\$0	\$0	\$0	\$1,392	\$848	\$0	\$2,240
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	\$156	\$1,236	\$0	\$0	\$0	\$1,392	\$848	\$0	\$2,240
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	\$156	\$1,236	\$0	\$0	\$0	\$1,392	\$848	\$0	\$2,240

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	74.0	88.8	205.8	205.8	205.8	74.0	205.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$74.0	\$88.8	\$205.8	\$205.8	\$205.8	\$74.0	\$205.8
Increase to Water User Fee:	1.9¢	2.2¢	5.1¢	5.0¢	4.9¢	1.9¢	4.9¢

LOCATION: Waldorf, MD	COMMISSIONER DISTRICT: 4
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Old Washington Road Waterline	Water User 50% Water Connection 50%	Requested By: DPW
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)		
PRIORITY		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$25	\$0	\$0	\$0	\$0	\$25	\$125	\$0	\$150
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	1,246	0	0	1,246	1,046	0	2,292
Equipment	0	0	0	0	0	0	0	0	0
Administration	52	52	52	0	0	156	2	0	158
Administration - FAS	6	6	6	0	0	18	1	0	19
Inspection	36	36	36	0	0	108	0	0	108
Miscellaneous	0	0	3	0	0	3	0	0	3
Contingency	0	0	127	0	0	127	102	0	229
Total Outlay	\$119	\$94	\$1,470	\$0	\$0	\$1,683	\$1,276	\$0	\$2,959

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$119	\$94	\$1,470	\$0	\$0	\$1,683	\$1,276	\$0	\$2,959
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	\$119	\$94	\$1,470	\$0	\$0	\$1,683	\$1,276	\$0	\$2,959
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	\$119	\$94	\$1,470	\$0	\$0	\$1,683	\$1,276	\$0	\$2,959

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	111.4	122.6	131.5	270.8	270.8	111.4	270.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$111.4	\$122.6	\$131.5	\$270.8	\$270.8	\$111.4	\$270.8
Increase to Water User Fee:	2.4¢	2.6¢	2.7¢	5.5¢	5.4¢	2.4¢	5.3¢

LOCATION:	COMMISSIONER DISTRICT:
Waldorf	

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Potomac River Water Supply Treatment Plant	Water User 50% Water Connection 50%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$500	\$2,300	\$1,300	\$2,800	\$2,800	\$9,700	\$1,800	\$11,000	\$22,500
Land & ROW	0	100	0	0	0	100	170	3,700	3,970
Construction	0	0	0	0	0	0	0	135,700	135,700
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	198	198	428	824	369	2,579	3,772
Administration - FAS	6	6	6	6	6	30	15	42	87
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	\$506	\$2,406	\$1,504	\$3,004	\$3,234	\$10,654	\$2,354	\$170,196	\$183,204

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$506	\$2,406	\$1,504	\$3,004	\$3,234	\$10,654	\$2,354	\$170,196	\$183,204
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	\$506	\$2,406	\$1,504	\$3,004	\$3,234	\$10,654	\$2,354	\$170,196	\$183,204
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	\$506	\$2,406	\$1,504	\$3,004	\$3,234	\$10,654	\$2,354	\$170,196	\$183,204

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	137.3	171.2	332.2	432.8	633.8	137.3	12,239.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$137.3	\$171.2	\$332.2	\$432.8	\$633.8	\$137.3	\$12,239.2
Increase to Water User Fee:	2.9¢	3.6¢	6.9¢	8.8¢	12.7¢	2.9¢	241.3¢

LOCATION:	COMMISSIONER DISTRICT:
Upper reaches of the Potomac River	TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: WSSC Waldorf Interconnection	Water User 25% Water Connection 75%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$660	\$0	\$0	\$0	\$0	\$660	\$4,774	\$0	\$5,434
Land & ROW	0	0	0	0	0	0	1,800	0	1,800
Construction	0	30,000	20,300	0	0	50,300	0	0	50,300
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	750	750	0	0	1,500	692	0	2,192
Administration - FAS	6	6	6	0	0	18	24	0	42
Inspection	0	1,500	900	0	0	2,400	100	0	2,500
Miscellaneous	50	100	50	0	0	200	300	0	500
Contingency	0	2,000	2,000	0	0	4,000	1,000	0	5,000
Total Outlay	\$716	\$34,356	\$24,006	\$0	\$0	\$59,078	\$8,690	\$0	\$67,768

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$716	\$34,356	\$24,006	\$0	\$0	\$59,078	\$8,690	\$0	\$67,768
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$716	\$34,356	\$24,006	\$0	\$0	\$59,078	\$8,690	\$0	\$67,768
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$716	\$34,356	\$24,006	\$0	\$0	\$59,078	\$8,690	\$0	\$67,768

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	506.8	554.7	2,853.7	4,460.1	4,460.1	506.8	4,460.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$506.8	\$554.7	\$2,853.7	\$4,460.1	\$4,460.1	\$506.8	\$4,460.1
Increase to Water User Fee:	5.4¢	5.8¢	29.5¢	45.4¢	44.7¢	5.4¢	44.0¢

LOCATION:	COMMISSIONER DISTRICT:
Waldorf	2, 3, and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: White Plains Water Enhancements	Water User 60% Water Connection 40%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$100	\$0	\$0	\$0	\$0	\$100	\$300	\$0	\$400
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	0	75	75	0	0	150	75	0	225
Administration - FAS	6	6	6	0	0	18	10	0	28
Inspection	0	110	105	0	0	215	0	0	215
Miscellaneous	0	6	6	0	0	12	18	0	30
Contingency	0	60	60	0	0	120	180	0	300
Total Outlay	\$106	\$1,757	\$1,752	\$0	\$0	\$3,615	\$601	\$0	\$4,216

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$106	\$1,757	\$1,752	\$0	\$0	\$3,615	\$601	\$0	\$4,216
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	\$106	\$1,757	\$1,752	\$0	\$0	\$3,615	\$601	\$0	\$4,216
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	\$106	\$1,757	\$1,752	\$0	\$0	\$3,615	\$601	\$0	\$4,216

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	52.4	62.5	228.9	394.9	394.9	52.4	394.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$52.4	\$62.5	\$228.9	\$394.9	\$394.9	\$52.4	\$394.9
 Increase to Water User Fee:	 1.3¢	 1.6¢	 5.7¢	 9.6¢	 9.5¢	 1.3¢	 9.3¢

LOCATION:	COMMISSIONER DISTRICT:
White Plains	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Acton Lane Water Main Extension	Water User 0% Water Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$30	\$0	\$0	\$0	\$0	\$30	\$120	\$0	\$150
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,200	0	0	0	0	1,200	0	0	1,200
Equipment	0	0	0	0	0	0	0	0	0
Administration	65	0	0	0	0	65	25	0	90
Administration - FAS	6	0	0	0	0	6	5	0	11
Inspection	90	0	0	0	0	90	0	0	90
Miscellaneous	12	0	0	0	0	12	0	0	12
Contingency	60	0	0	0	0	60	60	0	120
Total Outlay	\$1,463	\$0	\$0	\$0	\$0	\$1,463	\$210	\$0	\$1,673

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$1,463	\$0	\$0	\$0	\$0	\$1,463	\$210	\$0	\$1,673
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$1,463	\$0	\$0	\$0	\$0	\$1,463	\$210	\$0	\$1,673
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	\$1,463	\$0	\$0	\$0	\$0	\$1,463	\$210	\$0	\$1,673

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	18.3	156.9	156.9	156.9	156.9	18.3	156.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$18.3	\$156.9	\$156.9	\$156.9	\$156.9	\$18.3	\$156.9
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: Waldorf	COMMISSIONER DISTRICT: 3
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Waldorf Well #18	Water User 0% Water Connection 100%	Requested By: PGM
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)		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$150	\$0	\$0	\$0	\$150	\$150	\$0	\$300
Land & ROW	0	0	0	0	0	0	100	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	0	75	50	50	0	175	50	0	225
Administration - FAS	0	6	6	6	0	18	5	0	23
Inspection	0	50	75	50	0	175	50	0	225
Miscellaneous	0	10	10	0	0	20	10	0	30
Contingency	0	100	100	0	0	200	100	0	300
Total Outlay	\$0	\$391	\$1,741	\$1,606	\$0	\$3,738	\$465	\$0	\$4,203

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$0	\$391	\$1,741	\$1,606	\$0	\$3,738	\$465	\$0	\$4,203
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	\$391	\$1,741	\$1,606	\$0	\$3,738	\$465	\$0	\$4,203
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	\$391	\$1,741	\$1,606	\$0	\$3,738	\$465	\$0	\$4,203

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	40.6	40.6	77.6	242.5	394.6	40.6	394.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$40.6	\$40.6	\$77.6	\$242.5	\$394.6	\$40.6	\$394.6
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 2025

(\$ in thousands)

PROJECT NAME: Billingsley Road Water Main Extension	Water User 0% Water Connection 100%	Requested By: PGM
Design and construct approximately 7,250 l.f. of 16-inch water main along Billingsley Road 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$50	\$50	\$0	\$0	\$0	\$100	\$300	\$0	\$400
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,500	1,500	0	0	0	3,000	0	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	150	0	0	0	200	25	0	225
Administration - FAS	6	6	0	0	0	12	5	0	17
Inspection	100	125	0	0	0	225	0	0	225
Miscellaneous	15	15	0	0	0	30	0	0	30
Contingency	150	150	0	0	0	300	0	0	300
Total Outlay	\$1,871	\$1,996	\$0	\$0	\$0	\$3,867	\$330	\$0	\$4,197

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$1,871	\$1,996	\$0	\$0	\$0	\$3,867	\$330	\$0	\$4,197
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	\$1,871	\$1,996	\$0	\$0	\$0	\$3,867	\$330	\$0	\$4,197
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	\$1,871	\$1,996	\$0	\$0	\$0	\$3,867	\$330	\$0	\$4,197

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	28.8	206.0	395.1	395.1	395.1	28.8	395.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$28.8	\$206.0	\$395.1	\$395.1	\$395.1	\$28.8	\$395.1
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
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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: Maintenance or upgrade of existing facilities, Consistent (Rating #2)		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$100	\$350	\$350	\$0	\$0	\$800	\$0	\$0	\$800
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	1,000	2,000	4,000	7,000	0	0	7,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	100	200	200	500	0	0	500
Administration - FAS	6	6	6	6	12	36	0	0	36
Inspection	0	0	100	200	200	500	0	0	500
Miscellaneous	0	0	10	20	40	70	0	0	70
Contingency	0	0	100	200	400	700	0	0	700
Total Outlay	\$106	\$356	\$1,666	\$2,626	\$4,852	\$9,606	\$0	\$0	\$9,606

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$106	\$356	\$1,666	\$2,626	\$4,852	\$9,606	\$0	\$0	\$9,606
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	\$106	\$356	\$1,666	\$2,626	\$4,852	\$9,606	\$0	\$0	\$9,606
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	\$106	\$356	\$1,666	\$2,626	\$4,852	\$9,606	\$0	\$0	\$9,606

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	10.0	43.8	201.6	450.3	0.0	909.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$10.0	\$43.8	\$201.6	\$450.3	\$0.0	\$909.9
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Cliffton Water System Improvements	Water User 50% Water Connection 50%	Requested By: DPW
The water system at Cliffton requires improvements to solve pressure and capacity issues for not only the existing connections, but also further support the building of the remaining 200 lots of record within the development. Additional storage will be needed and the existing piping system will have to be evaluated for sufficiency and reliability. A 250,000 gal elevated storage tank will be installed along with the necessary tie-in piping and system interconnections.		
Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$505	\$0	\$505
Land & ROW	0	0	0	0	0	0	85	0	85
Construction	500	0	0	0	0	500	3,560	0	4,060
Equipment	0	0	0	0	0	0	0	0	0
Administration	55	0	0	0	0	55	238	0	293
Administration - FAS	0	0	0	0	0	0	12	0	12
Inspection	125	0	0	0	0	125	222	0	347
Miscellaneous	0	0	0	0	0	0	29	0	29
Contingency	0	0	0	0	0	0	325	0	325
Total Outlay	\$680	\$0	\$0	\$0	\$0	\$680	\$4,976	\$0	\$5,656

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$680	\$0	\$0	\$0	\$0	\$680	\$4,976	\$0	\$5,656
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	\$680	\$0	\$0	\$0	\$0	\$680	\$4,976	\$0	\$5,656
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	\$680	\$0	\$0	\$0	\$0	\$680	\$4,976	\$0	\$5,656

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	434.2	498.6	498.6	498.6	498.6	434.2	498.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$434.2	\$498.6	\$498.6	\$498.6	\$498.6	\$434.2	\$498.6
Increase to Water User Fee:	9.3¢	10.5¢	10.3¢	10.1¢	10.0¢	9.3¢	9.8¢

LOCATION:	COMMISSIONER DISTRICT:
Cliffton	

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Waldorf Fire House Tower Demolition	Water User 100% Water Connection 0%	Requested By: DPW
The purpose of this project is to demolish the existing, decommissioned elevated water storage tower along with any other on-site structures. The project also includes abandonment of existing water infrastructure related to the tower.		
Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$15	\$0	\$0	\$0	\$0	\$15	\$22	\$0	\$37
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	100	0	0	0	0	100	145	0	245
Equipment	0	0	0	0	0	0	0	0	0
Administration	20	0	0	0	0	20	54	0	74
Administration - FAS	3	0	0	0	0	3	10	0	13
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	15	0	15
Total Outlay	\$138	\$0	\$0	\$0	\$0	\$138	\$246	\$0	\$384

FINANCING SOURCES									
Bonds (15 Year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	138	0	0	0	0	138	246	0	384
Total County Funding	\$138	\$0	\$0	\$0	\$0	\$138	\$246	\$0	\$384
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	\$138	\$0	\$0	\$0	\$0	\$138	\$246	\$0	\$384

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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 Water User Fee:	5.9¢	0.0¢	0.0¢	0.0¢	0.0¢	10.5¢	0.0¢

LOCATION:	COMMISSIONER DISTRICT:
Waldorf, MD	4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:	Water User	100%	Requested By:	DPW
Chapel Point Reverse Osmosis Waste Tank	Water Connection	0%		
This project will replace the existing waste storage tank at the Chapel Point water system. The existing tank is aged and undersized. The new tank will improve operability, system flexibility, and reduce hauling costs.				
Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)				

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$75	\$75	\$0	\$0	\$0	\$150	\$168	\$0	\$318
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	525	0	0	0	525	275	0	800
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	75	0	0	0	150	208	0	358
Administration - FAS	6	6	0	0	0	12	16	0	28
Inspection	0	150	0	0	0	150	15	0	165
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	62	0	0	0	62	0	0	62
Total Outlay	\$156	\$893	\$0	\$0	\$0	\$1,049	\$682	\$0	\$1,731

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$156	\$893	\$0	\$0	\$0	\$1,049	\$682	\$0	\$1,731
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	\$156	\$893	\$0	\$0	\$0	\$1,049	\$682	\$0	\$1,731
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	\$156	\$893	\$0	\$0	\$0	\$1,049	\$682	\$0	\$1,731

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	59.5	74.3	158.9	158.9	158.9	59.5	158.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$59.5	\$74.3	\$158.9	\$158.9	\$158.9	\$59.5	\$158.9
Increase to Water User Fee:	2.5¢	3.1¢	6.6¢	6.5¢	6.4¢	2.5¢	6.3¢

LOCATION:	COMMISSIONER DISTRICT:
Chapel Point	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Automation & Technology Master Plan

Water User 50.0%
Water Connection
Sewer User 50.0%
Sewer Connection

Requested By: DPW

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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$1,737	\$0	\$1,737
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	528	825	0	1,353	1,679	0	3,032
Equipment	0	0	0	0	0	0	219	0	219
Administration	35	50	125	125	0	335	140	0	475
Administration - FAS	5	6	6	6	0	23	8	0	31
Inspection	0	0	125	125	0	250	252	0	502
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	53	93	0	146	241	0	387
Total Outlay	\$40	\$56	\$837	\$1,174	\$0	\$2,107	\$4,276	\$0	\$6,383

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029				
Bonds (10 Year)	\$0	\$0	\$677	\$1,174	\$0	\$1,851	\$4,276	\$0	\$6,127
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	40	56	160	0	0	256	0	0	256
Total County Funding	\$40	\$56	\$837	\$1,174	\$0	\$2,107	\$4,276	\$0	\$6,383
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	\$40	\$56	\$837	\$1,174	\$0	\$2,107	\$4,276	\$0	\$6,383

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	515.9	515.9	515.9	602.5	752.7	515.9	752.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$515.9	\$515.9	\$515.9	\$602.5	\$752.7	\$515.9	\$752.7
Increase to Water User Fee:	11.9¢	12.0¢	12.8¢	9.0¢	15.1¢	11.0¢	14.8¢
Increase to Sewer User Fee:	11.7¢	11.8¢	12.6¢	8.9¢	14.9¢	10.8¢	14.6¢
Combined Fee Increase:	23.5¢	23.9¢	25.5¢	17.9¢	30.0¢	21.8¢	29.5¢

LOCATION:

County-wide

COMMISSIONER DISTRICT:

County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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

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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$125	\$85	\$210	\$0	\$0	\$210
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	875	875	0	0	875
Equipment	0	0	0	0	125	125	0	0	125
Administration	0	0	0	75	75	150	0	0	150
Administration - FAS	0	0	0	6	6	12	0	0	12
Inspection	0	0	0	0	150	150	0	0	150
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	88	88	0	0	88
Total Outlay	\$0	\$0	\$0	\$206	\$1,404	\$1,610	\$0	\$0	\$1,610

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$0	\$0	\$0	\$206	\$1,404	\$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	\$0	\$206	\$1,404	\$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	\$0	\$206	\$1,404	\$1,610	\$0	\$0	\$1,610

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	125.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	65.7
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$190.7
Debt Service: Bonds	0.0	0.0	0.0	0.0	19.5	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	\$0.0	\$19.5	\$0.0	\$343.2
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.4¢	0.0¢	10.5¢
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.4¢	0.0¢	10.4¢
Combined Fee Increase:	0.0¢	0.0¢	0.0¢	0.0¢	0.8¢	0.0¢	20.9¢

LOCATION:

Mattawoman WWTP

COMMISSIONER DISTRICT:

2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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

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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$375	\$375	\$175	\$175	\$175	\$1,275	\$0	\$175	\$1,450
Land & ROW	0	750	0	0	0	750	0	0	750
Construction	0	0	0	2,385	2,385	4,770	0	2,385	7,155
Equipment	0	0	0	0	125	125	0	75	200
Administration	125	125	125	125	125	625	0	125	750
Administration - FAS	6	6	6	6	0	24	0	6	30
Inspection	0	0	0	245	245	490	0	245	735
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	239	239	478	0	239	717
Total Outlay	\$506	\$1,256	\$306	\$3,175	\$3,294	\$8,537	\$0	\$3,250	\$11,787

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$506	\$1,256	\$306	\$3,175	\$3,294	\$8,537	\$0	\$3,250	\$11,787
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	\$506	\$1,256	\$306	\$3,175	\$3,294	\$8,537	\$0	\$3,250	\$11,787
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	\$506	\$1,256	\$306	\$3,175	\$3,294	\$8,537	\$0	\$3,250	\$11,787

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	125.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	50.7
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$175.7
Debt Service: Bonds	0.0	47.9	166.9	195.9	496.6	0.0	1,116.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$47.9	\$166.9	\$195.9	\$496.6	\$0.0	\$1,292.2
Increase to Water User Fee:	0.0¢	1.0¢	3.5¢	4.0¢	9.9¢	0.0¢	28.9¢
Increase to Sewer User Fee:	0.0¢	1.0¢	3.4¢	3.9¢	9.8¢	0.0¢	28.6¢
Combined Fee Increase:	0.0¢	2.0¢	6.9¢	7.9¢	19.8¢	0.0¢	57.5¢

LOCATION:

Waldorf, MD

COMMISSIONER DISTRICT:

4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2025
(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$9,958	\$9,269	\$7,490	\$6,742	\$4,954	\$38,412	\$32,671	\$13,375	\$84,459
Land & ROW	1,600	542	0	0	200	2,342	4,169	58	6,569
Construction	17,825	42,079	54,620	50,993	46,229	211,745	107,461	148,778	467,985
Equipment	0	0	0	0	141	141	1,324	43	1,508
Administration	2,866	4,321	3,835	3,683	3,254	17,957	7,872	3,589	29,417
Administration - FAS	120	126	114	89	69	517	340	72	928
Inspection	2,100	3,746	3,616	4,199	3,699	17,359	7,655	4,173	29,187
Miscellaneous	51	128	108	110	77	474	645	47	1,166
Contingency	2,088	4,785	5,233	5,210	3,955	21,271	11,215	13,501	45,986
Total Outlay	\$36,607	\$64,995	\$75,014	\$71,025	\$62,576	\$310,216	\$173,353	\$183,637	\$667,205

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$32,614	\$58,965	\$67,886	\$65,072	\$58,407	\$282,943	\$156,837	\$161,934	\$601,714
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	20	28	80	0	0	128	115	0	243
Total County Funding	\$32,634	\$58,993	\$67,966	\$65,072	\$58,407	\$283,071	\$156,952	\$161,934	\$601,957
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	300	0	300
Other: WSSC	3,973	6,002	7,048	5,953	4,169	27,145	16,100	21,703	64,948
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$36,607	\$64,995	\$75,014	\$71,025	\$62,576	\$310,216	\$173,353	\$183,637	\$667,205

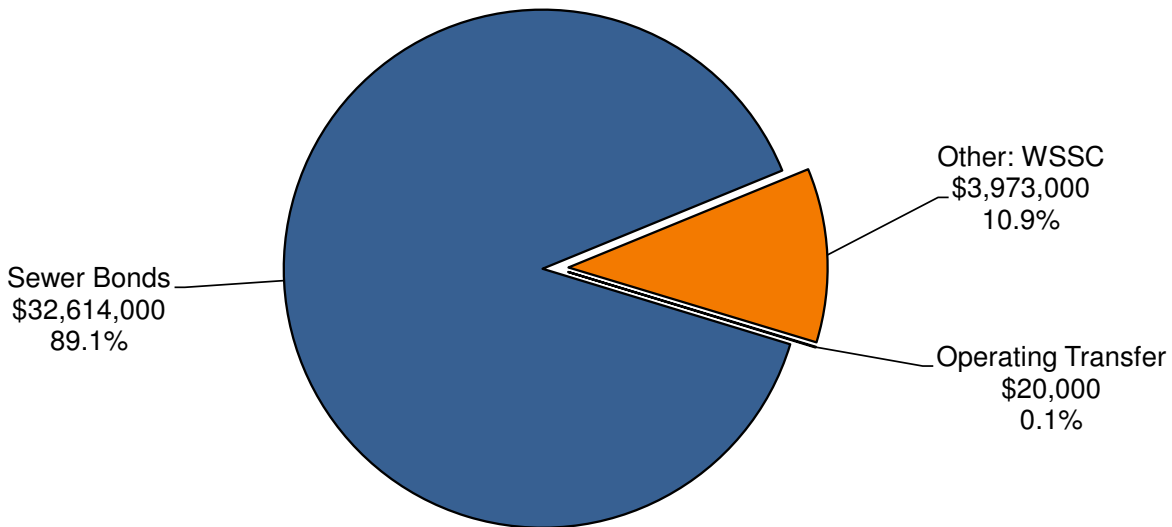
Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	2.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	125.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	58.2
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$183.2
Debt Service: Bonds	10,304.7	12,655.6	16,965.8	21,809.9	26,403.2	10,304.7	39,369.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$10,304.7	\$12,655.6	\$16,965.8	\$21,809.9	\$26,403.2	\$10,304.7	\$39,552.3
Increase to Sewer User Fee:	\$2.83	\$3.39	\$4.46	\$5.43	\$6.31	\$2.82	\$9.05

Projects with Future Operating Impacts:

PROJECT	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Utilities Professional Development & Training Center	0.0	0.0	0.0	0.0	0.0
Utilities Waldorf Regional Facility	0.0	0.0	0.0	0.0	0.0
Subtotal	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

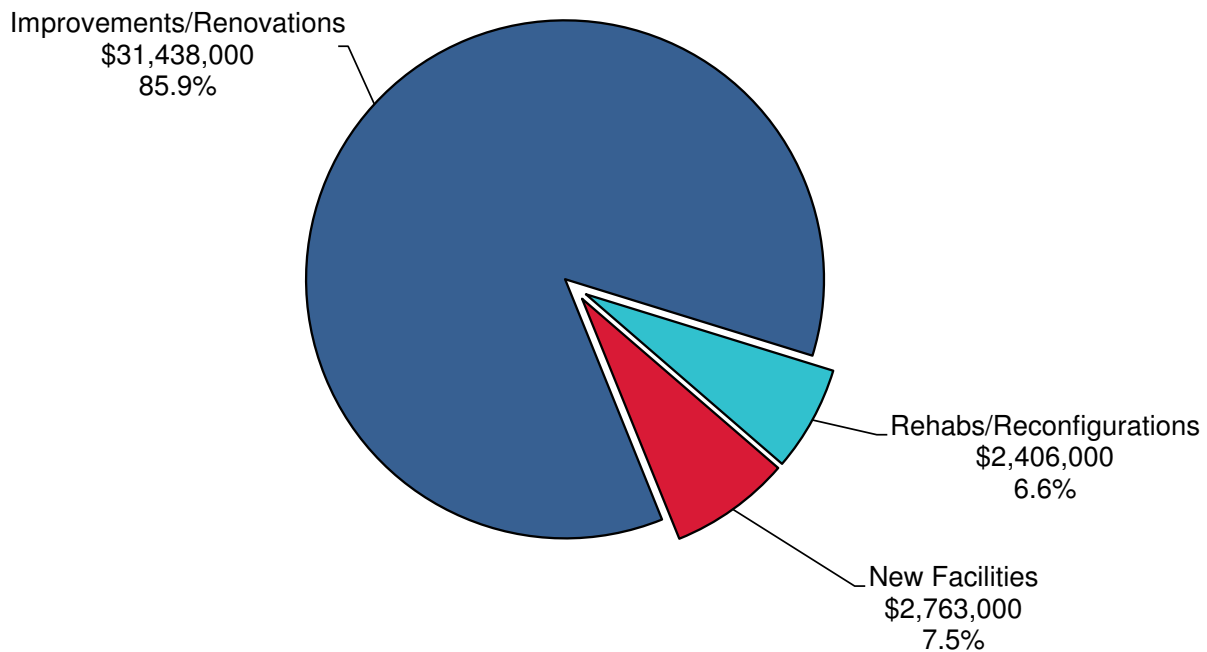
Beyond FY 2029	FTE
95.4	1.00
87.9	1.00
\$183.2	2.00

FY25 Sewer Financing Sources Total \$36,607,000



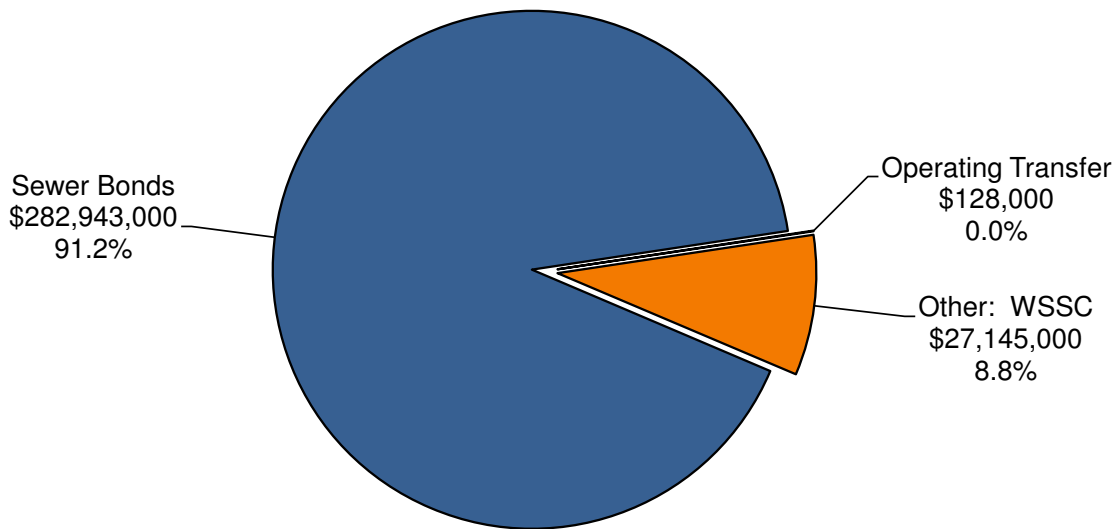
Financing the debt service associated with bonds for sewer projects is recovered primarily from sewer customer connection and user fees.

FY25 Sewer by Project Type Total \$36,607,000

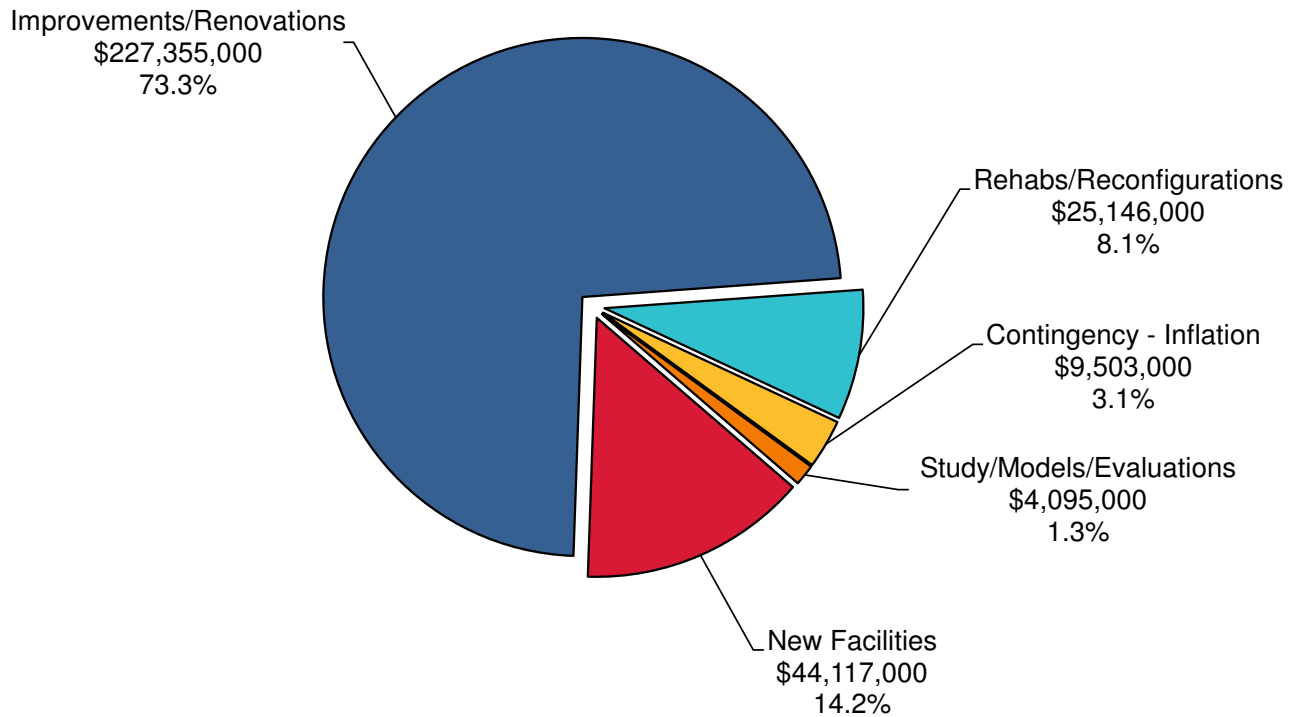


Improvements include funding for the Satellite Wastewater Facility Upgrades, various upgrades to the Mattawoman Wastewater Treatment Plant, Zekiah Pump Station Upgrades, the Automation & Technology Master Plan, and the Post Office Road Sewer Capacity Improvements.

FY25-FY29 Sewer Financing Sources Total \$310,216,000



FY25-FY29 Sewer Projects by Type Total \$310,216,000



Improvements includes various improvements at the Mattawoman Wastewater Treatment Plant and various other locations.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP Electrical System Replacement	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$275	\$275	\$275	\$0	\$0	\$825	\$1,426	\$0	\$2,251
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	6,525	4,250	2,250	0	0	13,025	13,775	0	26,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	125	0	0	475	354	0	829
Administration - FAS	6	6	6	0	0	18	24	0	42
Inspection	175	175	125	0	0	475	606	0	1,081
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	653	425	225	0	0	1,303	1,347	0	2,650
Total Outlay	\$7,809	\$5,306	\$3,006	\$0	\$0	\$16,121	\$17,532	\$0	\$33,653

FINANCING SOURCES									
Bonds (30 Year)	\$6,638	\$4,510	\$2,555	\$0	\$0	\$13,703	\$14,902	\$0	\$28,605
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	\$6,638	\$4,510	\$2,555	\$0	\$0	\$13,703	\$14,902	\$0	\$28,605
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	1,171	796	451	0	0	2,418	2,630	0	5,048
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$7,809	\$5,306	\$3,006	\$0	\$0	\$16,121	\$17,532	\$0	\$33,653

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. Beyond	
						thru FY24	FY 2029
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	869.1	1,313.3	1,615.1	1,786.1	1,786.1	869.1	1,786.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$869.1	\$1,313.3	\$1,615.1	\$1,786.1	\$1,786.1	\$869.1	\$1,786.1
 Increase to Sewer User Fee:	 21.9¢	 32.7¢	 39.5¢	 43.0¢	 42.4¢	 21.9¢	 41.7¢

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Mattawoman Infiltration and Inflow PH II	Sewer User 60% Sewer Connection 40%	Requested By: DPW
<p>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.</p> <p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$1,250	\$1,250	\$1,250	\$900	\$900	\$5,550	\$4,801	\$900	\$11,251
Land & ROW	0	0	0	0	200	200	472	50	722
Construction	0	0	0	0	7,200	7,200	12,147	2,400	21,747
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	50	50	50	250	94	50	394
Administration - FAS	6	6	6	6	6	30	28	6	64
Inspection	0	72	72	72	72	288	126	72	486
Miscellaneous	17	17	17	17	17	85	39	17	141
Contingency	50	50	50	50	50	250	131	50	431
Total Outlay	\$1,373	\$1,445	\$1,445	\$1,095	\$8,495	\$13,853	\$17,838	\$3,545	\$35,236

FINANCING SOURCES									
Bonds (30 Year)	\$1,373	\$1,445	\$1,445	\$1,095	\$8,495	\$13,853	\$17,838	\$3,545	\$35,236
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	\$1,373	\$1,445	\$1,445	\$1,095	\$8,495	\$13,853	\$17,838	\$3,545	\$35,236
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	\$1,373	\$1,445	\$1,445	\$1,095	\$8,495	\$13,853	\$17,838	\$3,545	\$35,236

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	1,040.4	1,132.3	1,228.9	1,325.6	1,398.9	1,040.4	2,204.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$1,040.4	\$1,132.3	\$1,228.9	\$1,325.6	\$1,398.9	\$1,040.4	\$2,204.6
Increase to Sewer User Fee:	26.2¢	28.1¢	30.1¢	31.9¢	33.2¢	26.2¢	51.5¢

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman Sewer Service Area	County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Mattawoman WWTP Automation	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$150	\$150	\$75	\$0	\$0	\$375	\$1,535	\$0	\$1,910
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	925	925	0	0	0	1,850	7,255	0	9,105
Equipment	0	0	0	0	0	0	1,214	0	1,214
Administration	175	175	75	0	0	425	393	0	818
Administration - FAS	6	6	6	0	0	18	25	0	43
Inspection	150	150	75	0	0	375	693	0	1,068
Miscellaneous	0	0	0	0	0	0	1	0	1
Contingency	93	93	0	0	0	186	726	0	912
Total Outlay	\$1,499	\$1,499	\$231	\$0	\$0	\$3,229	\$11,842	\$0	\$15,071

FINANCING SOURCES									
Bonds (15 Year)	\$1,274	\$1,274	\$196	\$0	\$0	\$2,744	\$9,348	\$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	\$1,274	\$1,274	\$196	\$0	\$0	\$2,744	\$9,464	\$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	35	0	0	485	2,078	0	2,563
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$1,499	\$1,499	\$231	\$0	\$0	\$3,229	\$11,842	\$0	\$15,071

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	815.7	936.4	1,057.1	1,075.6	1,075.6	815.7	1,075.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$815.7	\$936.4	\$1,057.1	\$1,075.6	\$1,075.6	\$815.7	\$1,075.6
Increase to Sewer User Fee:	20.6¢	23.3¢	25.9¢	25.9¢	25.5¢	23.5¢	25.1¢

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Pump Station Rehabs and Replacements	Sewer User 100% Sewer Connection 0%	Requested By: DPW
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, Clifton PS #3, Clifton PS #2, Clifton 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)		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$175	\$375	\$375	\$375	\$375	\$1,675	\$1,955	\$375	\$4,005
Land & ROW	0	0	0	0	0	0	92	0	92
Construction	1,250	4,775	5,875	3,250	2,750	17,900	6,180	2,750	26,830
Equipment	0	0	0	0	0	0	0	0	0
Administration	475	475	475	225	225	1,875	964	225	3,064
Administration - FAS	6	6	6	6	6	30	0	6	36
Inspection	375	375	375	375	375	1,875	824	375	3,074
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	125	478	588	325	275	1,791	1,175	275	3,241
Total Outlay	\$2,406	\$6,484	\$7,694	\$4,556	\$4,006	\$25,146	\$11,190	\$4,006	\$40,342

FINANCING SOURCES									
Bonds (15 Year)	\$2,406	\$6,484	\$7,694	\$4,556	\$4,006	\$25,146	\$11,190	\$4,006	\$40,342
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	\$2,406	\$6,484	\$7,694	\$4,556	\$4,006	\$25,146	\$11,190	\$4,006	\$40,342
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	\$2,406	\$6,484	\$7,694	\$4,556	\$4,006	\$25,146	\$11,190	\$4,006	\$40,342

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. Beyond	
						thru FY24	FY 2029
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	976.4	1,204.3	1,818.5	2,547.3	2,978.8	976.4	3,737.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$976.4	\$1,204.3	\$1,818.5	\$2,547.3	\$2,978.8	\$976.4	\$3,737.7
Increase to Sewer User Fee:	41.0¢	49.9¢	74.2¢	102.2¢	117.7¢	41.0¢	145.5¢

LOCATION: Various pumping stations countywide	COMMISSIONER DISTRICT: County wide, all Districts
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Satellite Wastewater Facility Upgrades	Sewer User 100% Sewer Connection 0%	Requested By: DPW
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 Clifton 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. Improvements to the low pressure force main system in Swan Pt./Cobb Island area.		
Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$225	\$225	\$175	\$150	\$150	\$925	\$965	\$150	\$2,040
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,375	2,875	1,375	375	375	6,375	4,402	375	11,152
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	175	175	175	875	605	175	1,655
Administration - FAS	6	6	6	6	6	30	3	6	39
Inspection	150	150	150	150	150	750	596	150	1,496
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	138	288	138	38	38	640	842	38	1,520
Total Outlay	\$2,069	\$3,719	\$2,019	\$894	\$894	\$9,595	\$7,412	\$894	\$17,901

FINANCING SOURCES										
Bonds (15 Year)	\$2,069	\$3,719	\$2,019	\$894	\$894	\$9,595	\$7,412	\$894	\$17,901	
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	\$2,069	\$3,719	\$2,019	\$894	\$894	\$9,595	\$7,412	\$894	\$17,901	
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	\$2,069	\$3,719	\$2,019	\$894	\$894	\$9,595	\$7,412	\$894	\$17,901	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	646.8	842.8	1,195.0	1,386.3	1,471.0	646.8	1,640.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$646.8	\$842.8	\$1,195.0	\$1,386.3	\$1,471.0	\$646.8	\$1,640.3
Increase to Sewer User Fee:	27.2¢	34.9¢	48.7¢	55.6¢	58.1¢	27.2¢	63.8¢

LOCATION:	COMMISSIONER DISTRICT:
Various Sites-see description	Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:	Sewer User 60%	Requested By: DPW
MWWTP Clarifier and Thickener Improvements	Sewer Connection 40%	
<p>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.</p>		
<p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$495	\$215	\$0	\$0	\$0	\$710	\$3,275	\$0	\$3,985
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	875	2,250	0	0	0	3,125	16,444	0	19,569
Equipment	0	0	0	0	0	0	0	0	0
Administration	275	275	0	0	0	550	1,039	0	1,589
Administration - FAS	6	6	0	0	0	12	27	0	39
Inspection	175	250	0	0	0	425	1,257	0	1,682
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	88	225	0	0	0	313	1,550	0	1,863
Total Outlay	\$1,914	\$3,221	\$0	\$0	\$0	\$5,135	\$23,592	\$0	\$28,727

FINANCING SOURCES										
Bonds (30 Year)	\$1,627	\$2,738	\$0	\$0	\$0	\$4,365	\$20,053	\$0	\$24,418	
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	\$1,627	\$2,738	\$0	\$0	\$0	\$4,365	\$20,053	\$0	\$24,418	
Federal	0	0	0	0	0	0	0	0	0	
State	0	0	0	0	0	0	0	0	0	
Other: WSSC @ 15%	287	483	0	0	0	770	3,539	0	4,309	
Other:	0	0	0	0	0	0	0	0	0	
Total Funding	\$1,914	\$3,221	\$0	\$0	\$0	\$5,135	\$23,592	\$0	\$28,727	

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. Beyond	
						thru FY24	FY 2029
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	1,169.5	1,278.4	1,461.6	1,461.6	1,461.6	1,169.5	1,461.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$1,169.5	\$1,278.4	\$1,461.6	\$1,461.6	\$1,461.6	\$1,169.5	\$1,461.6
Increase to Sewer User Fee:	29.5¢	31.8¢	35.8¢	35.2¢	34.7¢	29.5¢	34.1¢

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP Utility Water System Evaluation & Improvement	Sewer User 60% Sewer Connection 40%	Requested By: DPW
<p>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.</p> <p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)</p>		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$150	\$150	\$150	\$150	\$600	\$452	\$0	\$1,052
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,225	1,225	2,450	2,140	0	4,590
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	50	75	125	125	375	390	0	765
Administration - FAS	0	6	6	6	6	24	24	0	48
Inspection	0	0	0	200	200	400	305	0	705
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	123	123	246	215	0	461
Total Outlay	\$0	\$206	\$231	\$1,829	\$1,829	\$4,095	\$3,526	\$0	\$7,621

FINANCING SOURCES									
Bonds (30 Year)	\$0	\$175	\$196	\$1,555	\$1,555	\$3,481	\$2,995	\$0	\$6,476
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	\$175	\$196	\$1,555	\$1,555	\$3,481	\$2,995	\$0	\$6,476
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	31	35	274	274	614	531	0	1,145
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$206	\$231	\$1,829	\$1,829	\$4,095	\$3,526	\$0	\$7,621

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. Beyond	
						thru FY24	FY 2029
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	174.7	174.7	186.4	199.5	303.6	174.7	407.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$174.7	\$174.7	\$186.4	\$199.5	\$303.6	\$174.7	\$407.6
 Increase to Sewer User Fee:	 4.4¢	 4.3¢	 4.6¢	 4.8¢	 7.2¢	 4.4¢	 9.5¢

LOCATION: Mattawoman WWTP	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Zekiah Pump Station Upgrade	Sewer User 0% Sewer Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$600	\$0	\$0	\$0	\$0	\$600	\$1,400	\$0	\$2,000
Land & ROW	100	150	0	0	0	250	0	0	250
Construction	0	5,000	5,000	2,500	0	12,500	1,000	0	13,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	250	250	250	0	750	176	0	926
Administration - FAS	6	6	6	6	0	24	13	0	37
Inspection	0	300	300	350	0	950	36	0	986
Miscellaneous	0	30	30	30	0	90	42	0	132
Contingency	0	300	300	300	0	900	400	0	1,300
Total Outlay	\$706	\$6,036	\$5,886	\$3,436	\$0	\$16,064	\$3,067	\$0	\$19,131

FINANCING SOURCES									
Bonds (30 Year)	\$706	\$6,036	\$5,886	\$3,436	\$0	\$16,064	\$3,067	\$0	\$19,131
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	\$706	\$6,036	\$5,886	\$3,436	\$0	\$16,064	\$3,067	\$0	\$19,131
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	\$706	\$6,036	\$5,886	\$3,436	\$0	\$16,064	\$3,067	\$0	\$19,131

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. Beyond	
						thru FY24	FY 2029
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	178.9	226.1	630.0	1,023.9	1,253.8	178.9	1,253.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$178.9	\$226.1	\$630.0	\$1,023.9	\$1,253.8	\$178.9	\$1,253.8
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 2025

(\$ in thousands)

PROJECT NAME: Zekiah Pump Station Forcemain	Sewer User 0% Sewer Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$140	\$0	\$0	\$0	\$0	\$140	\$310	\$0	\$450
Land & ROW	0	0	0	0	0	0	500	0	500
Construction	0	1,000	1,000	0	0	2,000	1,000	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	50	25	0	0	100	129	0	229
Administration - FAS	6	6	6	0	0	18	19	0	37
Inspection	0	100	100	0	0	200	39	0	239
Miscellaneous	0	5	3	0	0	8	22	0	30
Contingency	0	50	50	0	0	100	200	0	300
Total Outlay	\$171	\$1,211	\$1,184	\$0	\$0	\$2,566	\$2,219	\$0	\$4,785

FINANCING SOURCES									
Bonds (30 Year)	\$171	\$1,211	\$1,184	\$0	\$0	\$2,566	\$2,219	\$0	\$4,785
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	\$171	\$1,211	\$1,184	\$0	\$0	\$2,566	\$2,219	\$0	\$4,785
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	\$171	\$1,211	\$1,184	\$0	\$0	\$2,566	\$2,219	\$0	\$4,785

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. Beyond	
						thru FY24	FY 2029
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	129.4	140.9	221.9	301.1	301.1	129.4	301.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$129.4	\$140.9	\$221.9	\$301.1	\$301.1	\$129.4	\$301.1
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 2025

(\$ in thousands)

PROJECT NAME:

Hughesville Collection Sewer System

Sewer User

0%

Requested By: PGM

Sewer Connection

100%

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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year			
						Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$600	\$0	\$0	\$0	\$0	\$600	\$1,150	\$250	\$2,000
Land & ROW	0	0	0	0	0	0	1,380	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	38	100	150	300	300	888	112	300	1,300
Administration - FAS	6	6	6	6	6	30	18	6	54
Inspection	0	0	200	500	500	1,200	0	300	1,500
Miscellaneous	30	30	30	30	30	150	45	30	225
Contingency	63	100	200	500	500	1,363	337	300	2,000
Total Outlay	\$737	\$236	\$2,586	\$6,336	\$6,336	\$16,231	\$3,042	\$9,186	\$28,459

FINANCING SOURCES									
Bonds (30 Year)	\$737	\$236	\$2,586	\$6,336	\$6,336	\$16,231	\$3,042	\$9,186	\$28,459
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	\$737	\$236	\$2,586	\$6,336	\$6,336	\$16,231	\$3,042	\$9,186	\$28,459
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	\$737	\$236	\$2,586	\$6,336	\$6,336	\$16,231	\$3,042	\$9,186	\$28,459

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. Beyond	
						thru FY24	FY 2029
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	177.4	226.7	242.5	415.6	839.6	177.4	1,878.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$177.4	\$226.7	\$242.5	\$415.6	\$839.6	\$177.4	\$1,878.2
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 2025

(\$ in thousands)

PROJECT NAME: MWWTP Septage/Hauled Waste Receiving Facility	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$225	\$175	\$175	\$175	\$175	\$925	\$862	\$175	\$1,962
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	2,175	2,175	4,350	2,200	2,175	8,725
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	125	125	125	125	575	354	125	1,054
Administration - FAS	6	6	6	6	6	30	24	6	60
Inspection	0	0	175	175	175	525	150	175	850
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	218	218	436	259	218	913
Total Outlay	\$306	\$306	\$481	\$2,874	\$2,874	\$6,841	\$3,849	\$2,874	\$13,564

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$306	\$306	\$481	\$2,874	\$2,874	\$6,841	\$3,849	\$2,874	\$13,564
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	\$306	\$306	\$481	\$2,874	\$2,874	\$6,841	\$3,849	\$2,874	\$13,564
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	\$306	\$306	\$481	\$2,874	\$2,874	\$6,841	\$3,849	\$2,874	\$13,564

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	224.5	245.0	265.4	297.6	489.9	224.5	874.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$224.5	\$245.0	\$265.4	\$297.6	\$489.9	\$224.5	\$874.6

Increase to Sewer User Fee:	5.7¢	6.1¢	6.5¢	7.2¢	11.6¢	5.7¢	20.4¢
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LOCATION: Mattawoman WWTP	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP Effluent Filters Improvements	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$1,595	\$275	\$275	\$275	\$0	\$2,420	\$1,800	\$0	\$4,220
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	4,105	10,640	5,320	0	20,065	6,535	0	26,600
Equipment	0	0	0	0	0	0	0	0	0
Administration	125	125	125	125	0	500	285	0	785
Administration - FAS	6	6	6	6	0	24	13	0	37
Inspection	175	175	175	175	0	700	315	0	1,015
Miscellaneous	0	0	0	0	0	0	379	0	379
Contingency	0	824	1,064	532	0	2,420	240	0	2,660
Total Outlay	\$1,901	\$5,510	\$12,285	\$6,433	\$0	\$26,129	\$9,567	\$0	\$35,696

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$1,616	\$4,683	\$10,442	\$5,468	\$0	\$22,209	\$8,132	\$0	\$30,341
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	\$1,616	\$4,683	\$10,442	\$5,468	\$0	\$22,209	\$8,132	\$0	\$30,341
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	285	827	1,843	965	0	3,920	1,435	0	5,355
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$1,901	\$5,510	\$12,285	\$6,433	\$0	\$26,129	\$9,567	\$0	\$35,696

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	474.3	582.4	895.8	1,594.5	1,960.4	474.3	1,960.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$474.3	\$582.4	\$895.8	\$1,594.5	\$1,960.4	\$474.3	\$1,960.4
Increase to Sewer User Fee:	12.0¢	14.5¢	21.9¢	38.4¢	46.5¢	12.0¢	45.8¢

LOCATION: Mattawoman WWTP	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP Effluent PS Forcemain Surge Management System	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$300	\$150	\$0	\$0	\$450	\$575	\$0	\$1,025
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	2,125	0	0	2,125	2,060	0	4,185
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	125	125	0	0	250	297	0	547
Administration - FAS	0	6	6	0	0	12	18	0	30
Inspection	0	150	150	0	0	300	188	0	488
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	198	0	0	198	220	0	418
Total Outlay	\$0	\$581	\$2,754	\$0	\$0	\$3,335	\$3,358	\$0	\$6,693

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$0	\$494	\$2,341	\$0	\$0	\$2,835	\$2,854	\$0	\$5,689
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	\$494	\$2,341	\$0	\$0	\$2,835	\$2,854	\$0	\$5,689
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	87	413	0	0	500	504	0	1,004
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$581	\$2,754	\$0	\$0	\$3,335	\$3,358	\$0	\$6,693

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	166.5	166.5	199.5	356.2	356.2	166.5	356.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$166.5	\$166.5	\$199.5	\$356.2	\$356.2	\$166.5	\$356.2
Increase to Sewer User Fee:	4.2¢	4.1¢	4.9¢	8.6¢	8.4¢	4.2¢	8.3¢

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP Belt Filter Press	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$175	\$175	\$0	\$0	\$0	\$350	\$1,492	\$0	\$1,842
Land & ROW	0	0	0	0	0	0	375	0	375
Construction	2,625	675	0	0	0	3,300	7,558	0	10,858
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	175	0	0	0	350	297	0	647
Administration - FAS	6	6	0	0	0	12	20	0	32
Inspection	175	175	0	0	0	350	701	0	1,051
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	263	68	0	0	0	331	959	0	1,290
Total Outlay	\$3,419	\$1,274	\$0	\$0	\$0	\$4,693	\$11,403	\$0	\$16,096

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$2,906	\$1,083	\$0	\$0	\$0	\$3,989	\$9,608	\$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	\$2,906	\$1,083	\$0	\$0	\$0	\$3,989	\$9,608	\$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%	513	191	0	0	0	704	1,795	0	2,499
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$3,419	\$1,274	\$0	\$0	\$0	\$4,693	\$11,403	\$0	\$16,096

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	560.4	754.8	827.3	827.3	827.3	560.4	827.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$560.4	\$754.8	\$827.3	\$827.3	\$827.3	\$560.4	\$827.3
Increase to Sewer User Fee:	14.1¢	18.8¢	20.2¢	19.9¢	19.6¢	14.1¢	19.3¢

LOCATION: Mattawoman WWTP	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP Process Improvements - Parent	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 force main 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$2,750	\$4,925	\$3,750	\$3,750	\$2,250	\$17,425	\$1,070	\$9,425	\$27,920
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	11,725	15,015	14,115	10,515	51,370	3,403	97,195	151,968
Equipment	0	0	0	0	0	0	0	0	0
Administration	475	1,250	1,250	1,250	1,250	5,475	858	1,250	7,583
Administration - FAS	6	6	6	6	6	30	4	6	40
Inspection	275	1,125	1,125	1,125	1,125	4,775	550	1,125	6,450
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	1,173	1,502	1,412	1,052	5,139	321	9,720	15,180
Total Outlay	\$3,506	\$20,204	\$22,648	\$21,658	\$16,198	\$84,214	\$6,206	\$118,721	\$209,141

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$2,980	\$17,173	\$19,251	\$18,409	\$13,768	\$71,581	\$5,275	\$100,913	\$177,769
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	\$2,980	\$17,173	\$19,251	\$18,409	\$13,768	\$71,581	\$5,275	\$100,913	\$177,769
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	526	3,031	3,397	3,249	2,430	12,633	931	17,808	31,372
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$3,506	\$20,204	\$22,648	\$21,658	\$16,198	\$84,214	\$6,206	\$118,721	\$209,141

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	307.7	507.1	1,656.2	2,944.4	4,176.3	307.7	11,850.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$307.7	\$507.1	\$1,656.2	\$2,944.4	\$4,176.3	\$307.7	\$11,850.4
Increase to Sewer User Fee:	7.8¢	12.6¢	40.5¢	70.9¢	99.0¢	7.8¢	276.7¢

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP UV Disinfection System	Sewer User 60% Sewer Connection 40%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$175	\$0	\$0	\$0	\$0	\$175	\$1,530	\$0	\$1,705
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	4,250	0	0	0	0	4,250	5,335	0	9,585
Equipment	0	0	0	0	0	0	0	0	0
Administration	175	0	0	0	0	175	240	0	415
Administration - FAS	6	0	0	0	0	6	10	0	16
Inspection	275	0	0	0	0	275	350	0	625
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	425	0	0	0	0	425	534	0	959
Total Outlay	\$5,306	\$0	\$0	\$0	\$0	\$5,306	\$7,999	\$0	\$13,305

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$4,510	\$0	\$0	\$0	\$0	\$4,510	\$6,799	\$0	\$11,309
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	\$4,510	\$0	\$0	\$0	\$0	\$4,510	\$6,799	\$0	\$11,309
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	796	0	0	0	0	796	1,200	0	1,996
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$5,306	\$0	\$0	\$0	\$0	\$5,306	\$7,999	\$0	\$13,305

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	396.5	698.3	698.3	698.3	698.3	396.5	698.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$396.5	\$698.3	\$698.3	\$698.3	\$698.3	\$396.5	\$698.3
Increase to Sewer User Fee:	10.0¢	17.4¢	17.1¢	16.8¢	16.6¢	10.0¢	16.3¢

LOCATION: Mattawoman WWTP	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$625	\$175	\$175	\$175	\$175	\$1,325	\$1,525	\$0	\$2,850
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,250	3,750	3,750	3,750	12,500	0	0	12,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	150	150	150	150	675	240	0	915
Administration - FAS	6	6	6	6	6	30	10	0	40
Inspection	175	175	175	175	175	875	0	0	875
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	125	375	375	375	1,250	0	0	1,250
Total Outlay	\$881	\$1,881	\$4,631	\$4,631	\$4,631	\$16,655	\$1,775	\$0	\$18,430

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$749	\$1,599	\$3,936	\$3,936	\$3,936	\$14,156	\$1,509	\$0	\$15,665
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	\$749	\$1,599	\$3,936	\$3,936	\$3,936	\$14,156	\$1,509	\$0	\$15,665
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	132	282	695	695	695	2,499	266	0	2,765
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$881	\$1,881	\$4,631	\$4,631	\$4,631	\$16,655	\$1,775	\$0	\$18,430

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	88.0	138.1	245.1	508.5	771.9	88.0	1,035.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$88.0	\$138.1	\$245.1	\$508.5	\$771.9	\$88.0	\$1,035.3
Increase to Sewer User Fee:	2.2¢	3.4¢	6.0¢	12.2¢	18.3¢	2.2¢	24.2¢

LOCATION: Mattawoman WWTP	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: MWWTP BNR Improvements-Parent	Sewer User 70% Sewer Connection 30%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$175	\$175	\$175	\$175	\$175	\$875	\$2,790	\$175	\$3,840
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	650	4,250	4,250	9,150	4,250	4,250	17,650
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	125	125	125	125	575	240	125	940
Administration - FAS	6	6	6	6	6	30	10	6	46
Inspection	0	0	0	150	150	300	225	150	675
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	65	425	425	915	425	425	1,765
Total Outlay	\$256	\$306	\$1,021	\$5,131	\$5,131	\$11,845	\$7,940	\$5,131	\$24,916

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$218	\$260	\$868	\$4,361	\$4,361	\$10,068	\$6,749	\$4,361	\$21,178
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	\$218	\$260	\$868	\$4,361	\$4,361	\$10,068	\$6,749	\$4,361	\$21,178
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	38	46	153	770	770	1,777	1,191	770	3,738
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$256	\$306	\$1,021	\$5,131	\$5,131	\$11,845	\$7,940	\$5,131	\$24,916

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	393.6	408.2	425.6	483.7	775.5	393.6	1,359.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$393.6	\$408.2	\$425.6	\$483.7	\$775.5	\$393.6	\$1,359.2
Increase to Sewer User Fee:	11.6¢	11.8¢	12.1¢	13.6¢	21.5¢	11.6¢	37.0¢

LOCATION: Mattawoman WWTP	COMMISSIONER DISTRICT: 2
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Post Office Road Sewer Capacity Improvements	Sewer User 100% Sewer Connection 0%	Requested By: DPW
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$175	\$0	\$0	\$0	\$175	\$730	\$0	\$905
Land & ROW	0	0	0	0	0	0	150	0	150
Construction	0	538	0	0	0	538	5,338	0	5,876
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	75	0	0	0	125	301	0	426
Administration - FAS	6	6	0	0	0	12	22	0	34
Inspection	0	45	0	0	0	45	365	0	410
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	98	0	0	0	98	543	0	641
Total Outlay	\$56	\$937	\$0	\$0	\$0	\$993	\$7,449	\$0	\$8,442

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$56	\$937	\$0	\$0	\$0	\$993	\$7,449	\$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	\$56	\$937	\$0	\$0	\$0	\$993	\$7,449	\$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	\$56	\$937	\$0	\$0	\$0	\$993	\$7,449	\$0	\$8,442

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	650.0	655.3	744.0	744.0	744.0	650.0	744.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$650.0	\$655.3	\$744.0	\$744.0	\$744.0	\$650.0	\$744.0
Increase to Sewer User Fee:	27.3¢	27.2¢	30.3¢	29.9¢	29.4¢	27.3¢	29.0¢

LOCATION: Waldorf, MD	COMMISSIONER DISTRICT: 4
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Hughesville Package Treatment Plant	Sewer User 0% Sewer Connection 100%	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$300	\$350	\$350	\$1,000	\$1,600	\$0	\$2,600
Land & ROW	1,500	0	0	0	0	1,500	1,000	0	2,500
Construction	0	0	3,000	5,000	5,000	13,000	3,000	10,000	26,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	73	100	250	375	375	1,173	277	500	1,950
Administration - FAS	6	6	6	6	6	30	5	12	47
Inspection	0	0	250	375	375	1,000	112	800	1,912
Miscellaneous	4	20	20	20	20	84	86	0	170
Contingency	190	200	300	500	500	1,690	410	500	2,600
Total Outlay	\$1,773	\$326	\$4,126	\$6,626	\$6,626	\$19,477	\$6,490	\$11,812	\$37,779

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$1,773	\$326	\$4,126	\$6,626	\$6,626	\$19,477	\$6,490	\$11,812	\$37,779
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	\$1,773	\$326	\$4,126	\$6,626	\$6,626	\$19,477	\$6,490	\$11,812	\$37,779
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	\$1,773	\$326	\$4,126	\$6,626	\$6,626	\$19,477	\$6,490	\$11,812	\$37,779

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	378.5	497.2	519.0	795.1	1,238.5	378.5	2,472.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$378.5	\$497.2	\$519.0	\$795.1	\$1,238.5	\$378.5	\$2,472.3
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: Hughesville	COMMISSIONER DISTRICT: 1
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Zekiah Interceptor Sewer Upgrades	Sewer User 60% Sewer Connection 40%	Requested By: PGM
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: Project is consistent with Comprehensive Plan. (Rating #1)		
PRIORITY		

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$140	\$0	\$0	\$0	\$0	\$140	\$560	\$0	\$700
Land & ROW	0	0	0	0	0	0	200	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	100	100	0	0	0	200	156	0	356
Administration - FAS	6	6	0	0	0	12	19	0	31
Inspection	0	270	0	0	0	270	91	0	361
Miscellaneous	0	20	0	0	0	20	32	0	52
Contingency	0	220	0	0	0	220	260	0	480
Total Outlay	\$246	\$2,816	\$0	\$0	\$0	\$3,062	\$3,918	\$0	\$6,980

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$246	\$2,816	\$0	\$0	\$0	\$3,062	\$3,918	\$0	\$6,980
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	\$246	\$2,816	\$0	\$0	\$0	\$3,062	\$3,918	\$0	\$6,980
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	\$246	\$2,816	\$0	\$0	\$0	\$3,062	\$3,918	\$0	\$6,980

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	228.5	245.0	433.4	433.4	433.4	228.5	433.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$228.5	\$245.0	\$433.4	\$433.4	\$433.4	\$228.5	\$433.4

Increase to Sewer User Fee:	5.8¢	6.1¢	10.6¢	10.4¢	10.3¢	5.8¢	10.1¢
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LOCATION: Waldorf	COMMISSIONER DISTRICT: 3
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

LANDFILL SUMMARY

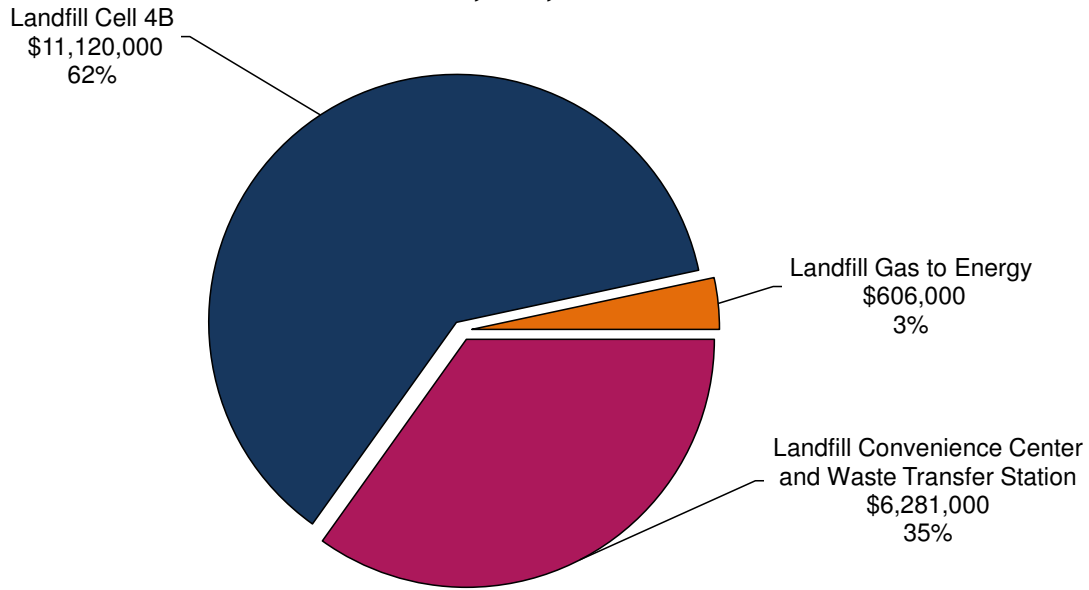
Local governments have the duty to provide for the disposal of solid waste (trash) generated within its borders. Charles County plans for this function by establishing cash reserves collected from tipping fee revenue and dedicates the reserves for the next landfill cell. The current facility is composed 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$500	\$0	\$100	\$0	\$0	\$600	\$380	\$0	\$980
Land & ROW	3,000	0	0	0	0	3,000	0	0	3,000
Construction	12,400	400	8,300	0	0	21,100	2,600	0	23,700
Equipment	0	0	0	0	0	0	0	0	0
Administration	400	0	50	0	0	450	81	0	531
Administration - FAS	12	6	5	0	0	23	18	0	41
Inspection	195	0	100	0	0	295	90	0	385
Miscellaneous	100	0	0	0	0	100	10	0	110
Contingency	1,400	0	750	0	0	2,150	100	0	2,250
Total Outlay	\$18,007	\$406	\$9,305	\$0	\$0	\$27,718	\$3,279	\$0	\$30,997

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	18,007	406	9,305	0	0	27,718	3,279	0	30,997
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	\$18,007	\$406	\$9,305	\$0	\$0	\$27,718	\$3,279	\$0	\$30,997
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	\$18,007	\$406	\$9,305	\$0	\$0	\$27,718	\$3,279	\$0	\$30,997

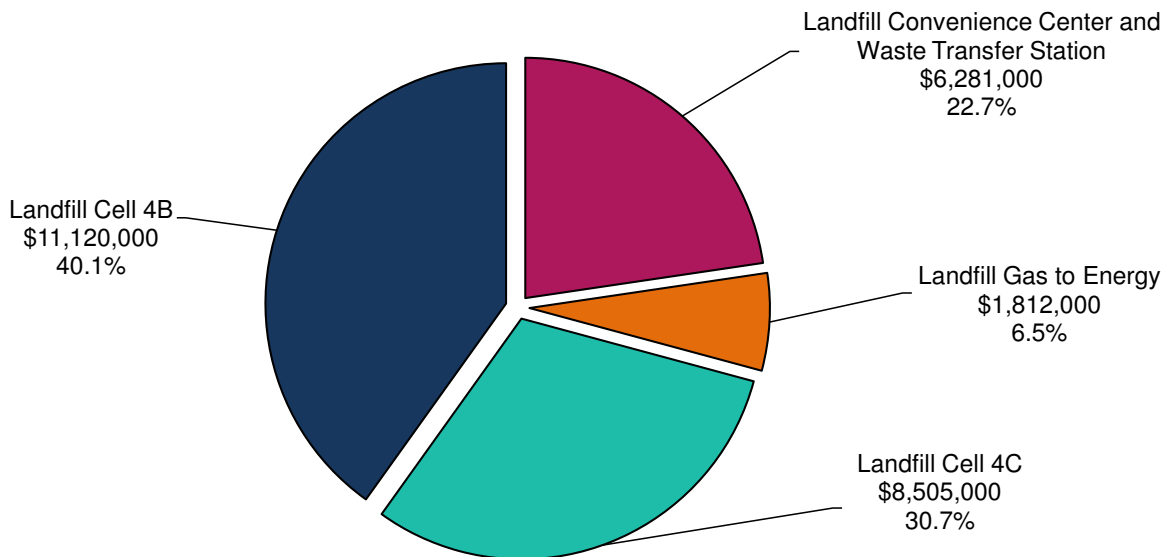
Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	1.00	1.00	0.00	1.00
Personnel Costs	0.0	0.0	0.0	49.0	51.4	0.0	53.5
Operating	0.0	0.0	0.0	2.6	2.7	0.0	2.7
Total Operating	\$0.0	\$0.0	\$0.0	\$51.6	\$54.1	\$0.0	\$56.2
Debt Service: 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	\$51.6	\$54.1	\$0.0	\$56.2

FY25 Landfill Fund by Project Total \$18,007,000



The Landfill Gas to Energy, Landfill Convenience Center Station, and Landfill Cell 4B projects are funded by the Capital Budget Reserve. These revenues are paid for by the Landfill Tipping Fee. The FY2025 Fee is \$101 per ton.

FY25-FY29 Landfill Fund by Project Total \$27,718,000



The Landfill Convenience Center Station, Landfill Gas to Energy, Landfill Cell 4C, and Landfill Cell 4B projects are funded by the Capital Budget Reserve. These revenues are paid for by the Landfill Tipping Fee.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Landfill Gas to Energy

Requested By: DPW

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

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$200	\$0	\$0	\$0	\$0	\$200	\$300	\$0	\$500
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	400	400	800	0	0	1,600	1,600	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	6	6	0	0	0	12	15	0	27
Inspection	0	0	0	0	0	0	40	0	40
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$606	\$406	\$800	\$0	\$0	\$1,812	\$1,955	\$0	\$3,767

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	606	406	800	0	0	1,812	1,955	0	3,767	0
Operating Transfer	0	0	0	0	0	0	0	0	0	0
Total County Funding	\$606	\$406	\$800	\$0	\$0	\$1,812	\$1,955	\$0	\$3,767	\$0
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$606	\$406	\$800	\$0	\$0	\$1,812	\$1,955	\$0	\$3,767	\$0

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	49.0	51.4	0.0	53.5
Operating	0.0	0.0	0.0	2.6	2.7	0.0	2.7
Total Operating	\$0.0	\$0.0	\$0.0	\$51.6	\$54.1	\$0.0	\$56.2
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	\$51.6	\$54.1	\$0.0	\$56.2
Increase to Annual Tipping fee:	\$0.00	\$0.00	\$0.00	\$0.42	\$0.44	\$0.00	\$0.46

LOCATION:

Charles County Landfill, Waldorf Maryland

COMMISSIONER DISTRICT:

4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Landfill Cell 4B

Requested By: DPW

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)

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	10,000	0	0	0	0	10,000	0	0	10,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	0	0	0	0	0	0	0
Inspection	120	0	0	0	0	120	0	0	120
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	1,000	0	0	0	0	1,000	0	0	1,000
Total Outlay	\$11,120	\$0	\$0	\$0	\$0	\$11,120	\$0	\$0	\$11,120

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	11,120	0	0	0	0	11,120	0	0	11,120
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$11,120	\$0	\$0	\$0	\$0	\$11,120	\$0	\$0	\$11,120
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	\$11,120	\$0	\$0	\$0	\$0	\$11,120	\$0	\$0	\$11,120

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

Charles County Landfill, Waldorf Maryland

COMMISSIONER DISTRICT:

4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Landfill Cell 4C

Requested By: DPW

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)

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$100
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	7,500	0	0	7,500	0	0	7,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	50	0	0	50	0	0	50
Administration - FAS	0	0	5	0	0	5	0	0	5
Inspection	0	0	100	0	0	100	0	0	100
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	750	0	0	750	0	0	750
Total Outlay	\$0	\$0	\$8,505	\$0	\$0	\$8,505	\$0	\$0	\$8,505

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	0	0	8,505	0	0	8,505	0	0	8,505
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$8,505	\$0	\$0	\$8,505	\$0	\$0	\$8,505
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	\$0	\$0	\$8,505	\$0	\$0	\$8,505	\$0	\$0	\$8,505

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

Charles County Landfill, Waldorf Maryland

COMMISSIONER DISTRICT:

4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME:

Requested By:

Landfill Convenience Center and Waste Transfer Station

A county owned and operated waste transfer station that will service homeowners, small haulers, and large haulers. As the Charles County Landfill nears capacity a waste transfer facility is needed to meet the needs of county businesses and citizens. Waste collected at this facility will be transferred to other jurisdictions for processing, recovery, and disposal. The facility will incorporate a citizen convenience center. The relocation of the citizen convenience center must be relocated prior to cell 4b construction begins.

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

PRIORITY

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$300	\$0	\$0	\$0	\$0	\$300	\$80	\$0	\$380
Land & ROW	3,000	0	0	0	0	3,000	0	0	3,000
Construction	2,000	0	0	0	0	2,000	1,000	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	400	0	0	0	0	400	81	0	481
Administration - FAS	6	0	0	0	0	6	3	0	9
Inspection	75	0	0	0	0	75	50	0	125
Miscellaneous	100	0	0	0	0	100	10	0	110
Contingency	400	0	0	0	0	400	100	0	500
Total Outlay	\$6,281	\$0	\$0	\$0	\$0	\$6,281	\$1,324	\$0	\$7,605

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Budget Reserve	6,281	0	0	0	0	6,281	1,324	0	7,605
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$6,281	\$0	\$0	\$0	\$0	\$6,281	\$1,324	\$0	\$7,605
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	\$6,281	\$0	\$0	\$0	\$0	\$6,281	\$1,324	\$0	\$7,605

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	\$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:

TBD

COMMISSIONER DISTRICT:

TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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.

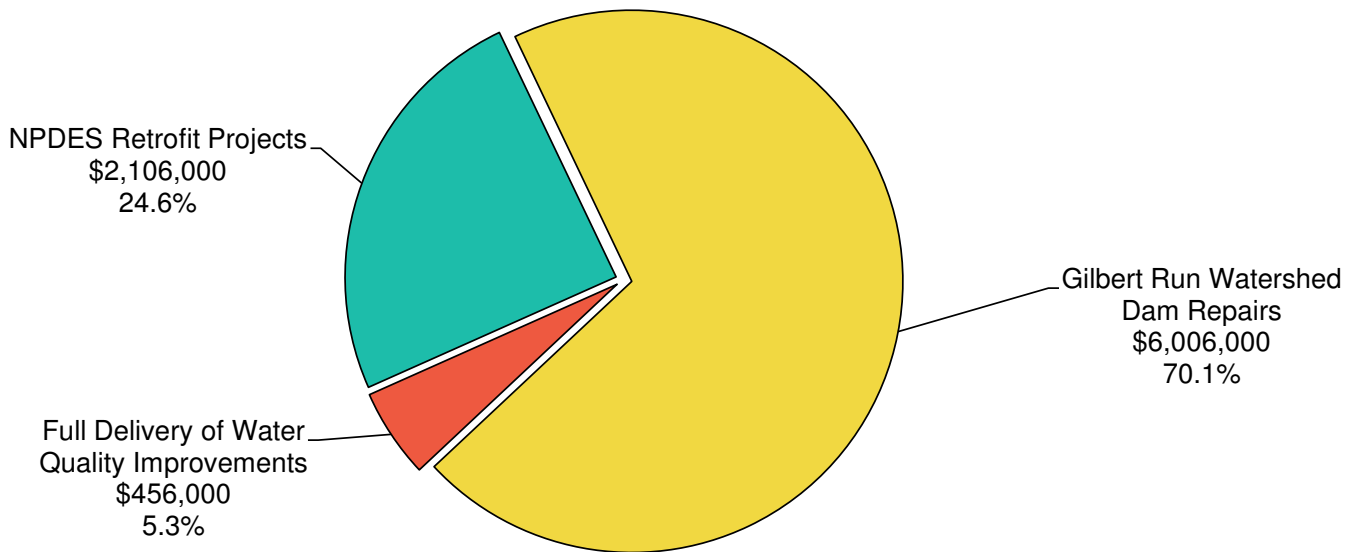
EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$400	\$287	\$325	\$500	\$600	\$2,112	\$4,590	\$700	\$7,402
Land & ROW	100	1,100	1,150	1,250	1,300	4,900	7,791	1,350	14,041
Construction	6,400	1,400	1,750	2,500	3,000	15,050	35,609	3,500	54,159
Equipment	0	0	0	0	0	0	20	0	20
Administration	450	455	400	400	400	2,105	1,771	400	4,276
Administration - FAS	18	24	12	12	12	78	44	12	134
Inspection	400	200	225	250	300	1,375	274	350	1,999
Miscellaneous	400	100	100	100	100	800	2,969	100	3,869
Contingency	400	100	175	250	300	1,225	1,022	350	2,597
Total Outlay	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$54,090	\$6,762	\$88,497

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds	\$8,491	\$3,491	\$4,060	\$5,185	\$5,935	\$27,162	\$51,897	\$6,685	\$85,744
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	77	175	77	77	77	483	793	77	1,353
Total County Funding	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$52,690	\$6,762	\$87,097
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	1,400	0	1,400
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$8,568	\$3,666	\$4,137	\$5,262	\$6,012	\$27,645	\$54,090	\$6,762	\$88,497

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	4,385.5	4,922.2	5,142.9	5,399.5	5,727.2	4,528.4	5,699.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$4,385.5	\$4,922.2	\$5,142.9	\$5,399.5	\$5,727.2	\$4,528.4	\$5,699.4

FY25 Watershed Protection and Restoration Fund by Project

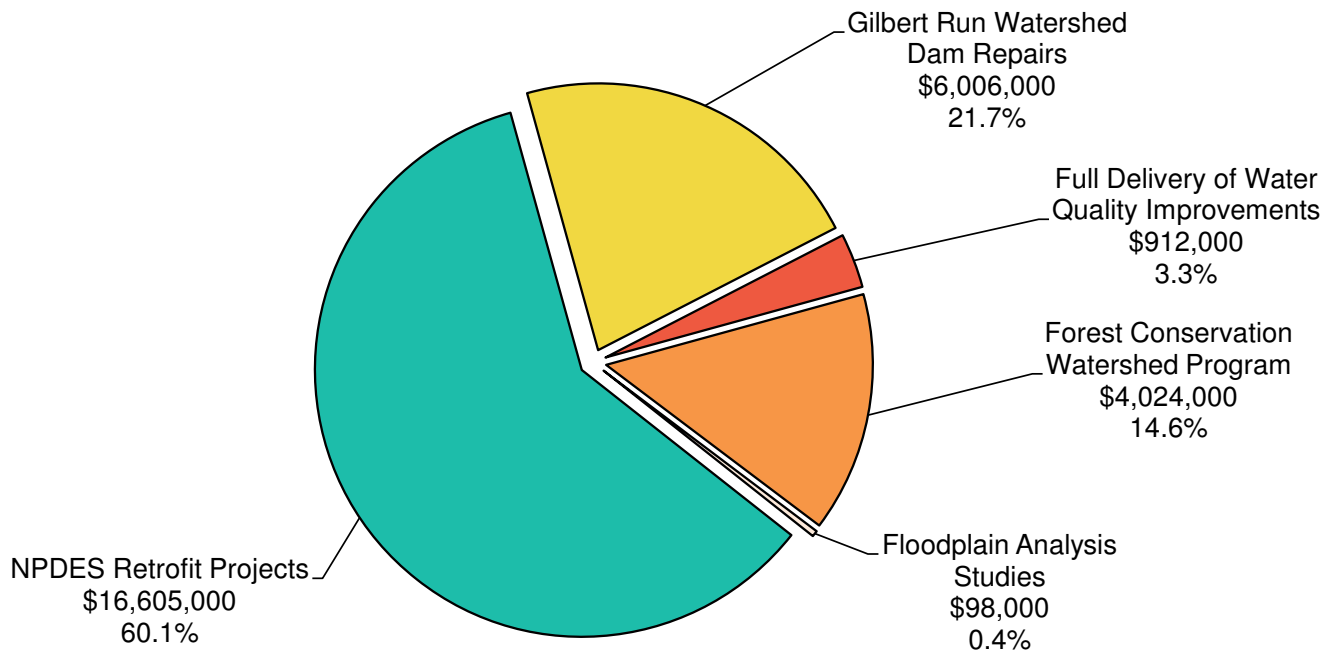
Total \$8,568,000



NPDES Retrofit Projects are funded by Bonds which are paid for with the Stormwater Remediation Fee. A \$156 fee is charged annually to each improved property within the County.

FY25-FY29 Watershed Protection and Restoration Fund by Project

Total \$27,645,000



APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$200	\$200	\$325	\$500	\$600	\$1,825	\$3,845	\$700	\$6,370
Land & ROW	100	100	150	250	300	900	6,591	350	7,841
Construction	1,000	1,000	1,750	2,500	3,000	9,250	31,475	3,500	44,225
Equipment	0	0	0	0	0	0	0	0	0
Administration	400	400	400	400	400	2,000	1,597	400	3,997
Administration - FAS	6	6	6	6	6	30	-4	6	32
Inspection	200	200	225	250	300	1,175	274	350	1,799
Miscellaneous	100	100	100	100	100	500	2,968	100	3,568
Contingency	100	100	175	250	300	925	883	350	2,158
Total Outlay	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	\$16,605	\$47,631	\$5,756	\$69,992

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$2,029	\$2,029	\$3,054	\$4,179	\$4,929	\$16,220	\$47,311	\$5,679	\$69,210
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	77	77	77	77	77	385	320	77	782
Total County Funding	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	\$16,605	\$47,631	\$5,756	\$69,992
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	\$2,106	\$2,106	\$3,131	\$4,256	\$5,006	\$16,605	\$47,631	\$5,756	\$69,992

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	4,128.3	4,256.5	4,384.8	4,577.8	4,842.0	4,128.3	4,819.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$4,128.3	\$4,256.5	\$4,384.8	\$4,577.8	\$4,842.0	\$4,128.3	\$4,819.5
Increase to Annual WPRF fee:	\$78.77	\$80.17	\$81.53	\$84.03	\$87.74	\$79.41	\$84.94

LOCATION:

Various Locations

COMMISSIONER DISTRICT:

Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$200	\$0	\$0	\$0	\$0	\$200	\$357	\$0	\$557
Land & ROW	0	0	0	0	0	0	200	0	200
Construction	5,000	0	0	0	0	5,000	2,634	0	7,634
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	9	0	9
Administration - FAS	6	0	0	0	0	6	10	0	16
Inspection	200	0	0	0	0	200	0	0	200
Miscellaneous	300	0	0	0	0	300	0	0	300
Contingency	300	0	0	0	0	300	133	0	433
Total Outlay	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$3,343	\$0	\$9,349

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (15 Year)	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$1,943	\$0	\$7,949
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	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$1,943	\$0	\$7,949
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	1,400	0	1,400
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$6,006	\$0	\$0	\$0	\$0	\$6,006	\$3,343	\$0	\$9,349

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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	169.5	549.2	549.2	549.2	549.2	169.5	549.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$169.5	\$549.2	\$549.2	\$549.2	\$549.2	\$169.5	\$549.2
Increase to Annual WPRF fee:	\$3.18	\$10.16	\$10.04	\$9.91	\$9.80	\$3.26	\$9.68

LOCATION:

Gilbert Run

COMMISSIONER DISTRICT:

1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	400	400	0	0	0	800	1,500	0	2,300
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	0	0	0	100	125	0	225
Administration - FAS	6	6	0	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	\$456	\$456	\$0	\$0	\$0	\$912	\$1,638	\$0	\$2,550

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Bonds (30 Year)	\$456	\$456	\$0	\$0	\$0	\$912	\$1,638	\$0	\$2,550
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	\$456	\$456	\$0	\$0	\$0	\$912	\$1,638	\$0	\$2,550
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$456	\$456	\$0	\$0	\$0	\$912	\$1,638	\$0	\$2,550

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	28.8	57.6	57.6	57.6	142.9	57.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$28.8	\$57.6	\$57.6	\$57.6	\$142.9	\$57.6
Increase to Annual WPRF fee:	\$0.00	\$0.53	\$1.05	\$1.04	\$1.03	\$2.75	\$1.02

LOCATION:

Various

COMMISSIONER DISTRICT:

All

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ 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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	6	0	0	0	6	20	0	26
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	\$98	\$0	\$0	\$0	\$98	\$474	\$0	\$572

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
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	98	0	0	0	98	474	0	572
Total County Funding	\$0	\$98	\$0	\$0	\$0	\$98	\$474	\$0	\$572
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	\$98	\$0	\$0	\$0	\$98	\$474	\$0	\$572

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
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:

Various

COMMISSIONER DISTRICT:

All

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

PROJECT NAME: Forest Conservation Watershed Program	Requested By: PGM
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 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	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	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
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 FY24	Beyond FY 2029
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:	\$1.64	\$1.62	\$2.76	\$3.88	\$4.97	\$1.69	\$5.93

LOCATION:	COMMISSIONER DISTRICT:
Countywide	All

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2025

(\$ in thousands)

ENVIRONMENTAL SERVICE FUND SUMMARY

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)

EXPENSE BUDGET	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total '25-'29	Approp. thru FY24	Beyond FY 2029	Project Total
Architectural & Engineering	\$150	\$0	\$0	\$0	\$0	\$150	\$124	\$0	\$274
Land & ROW	1,000	0	0	0	0	1,000	2	0	1,002
Construction	100	750	0	0	0	850	759	0	1,609
Equipment	500	0	0	0	0	500	0	0	500
Administration	200	0	0	0	0	200	120	0	320
Administration - FAS	6	6	0	0	0	12	16	0	28
Inspection	0	0	0	0	0	0	100	0	100
Miscellaneous	20	20	0	0	0	40	6	0	46
Contingency	50	50	0	0	0	100	57	0	157
Total Outlay	\$2,026	\$826	\$0	\$0	\$0	\$2,852	\$1,184	\$0	\$4,036

FINANCING SOURCES	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029				
Bonds	\$2,026	\$826	\$0	\$0	\$0	\$2,852	\$1,184	\$0	\$4,036
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	\$2,026	\$826	\$0	\$0	\$0	\$2,852	\$1,184	\$0	\$4,036
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	\$2,026	\$826	\$0	\$0	\$0	\$2,852	\$1,184	\$0	\$4,036

Operating Budget Impact	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Approp. thru FY24	Beyond FY 2029
No. of Personnel	0.00	0.00	3.00	3.00	3.00	0.00	3.00
Personnel Costs	0.0	0.0	261.5	274.6	288.3	0.0	299.9
Operating	0.0	0.0	6.2	6.3	6.5	0.0	6.7
Total Operating	\$0.0	\$0.0	\$267.7	\$280.9	\$294.8	\$0.0	\$306.6
Debt Service: Bonds	103.3	295.2	373.5	373.5	373.5	103.3	373.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$103.3	\$295.2	\$641.2	\$654.4	\$668.3	\$103.3	\$680.1

LOCATION:

Various mulching and composting operations will serve entire county

COMMISSIONER DISTRICT:

All

Capital Projects

Department: Department of Capital Project Management
Division \ Program: Administration Fund: Capital
Program Administrator: Martin Harris, Director of Public Works

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$116,066	\$343,200	\$343,200	\$357,900	\$14,700	4.3%
Fringe Benefits	21,357	84,600	84,600	88,200	3,600	4.3%
Operating Costs	0	11,600	11,600	11,600	0	0.0%
Operating Contingency	0	3,600	3,600	200	(3,400)	-94.4%
Transfers Out (charged to capital projects)	(137,422)	(443,000)	(443,000)	(457,900)	(14,900)	3.4%
Total Expenditures	\$0	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases.
- **Operating Contingency** is to cover any expenditure overruns.

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	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Director of Capital Project Management	0.0	1.0	1.0	1.0	1.0
Assistant to the Chief	0.0	1.0	1.0	1.0	1.0
Office Associate I-III	0.0	2.0	2.0	2.0	2.0
Total Full Time Equivalent	0.0	4.0	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
Program Administrator: Martin Harris, Director of Public Works

Fund: Capital

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$874,235	\$1,014,700	\$1,012,950	\$1,315,900	\$301,200	29.7%
Fringe Benefits	192,819	244,100	244,100	341,400	97,300	39.9%
Operating Costs	14,163	42,300	44,050	1,142,500	1,100,200	2600.9%
Operating Contingency	0	10,400	10,400	11,900	1,500	14.4%
Transfers Out (charged to capital projects)	(1,081,216)	(1,311,500)	(1,311,500)	(2,811,700)	(1,500,200)	114.4%
Total Expenditures	\$0	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the FY2024 and FY2025 approved salary increases and the following new positions:
 - Senior Project Manager to assist with the capital projects workload and be a team leader for one of three main project types: Transportation, Vertical, or Stormwater.
 - A Project Manager II to assist with the capital projects workload in one of three main project types: Transportation, Vertical, or Stormwater.
 - An entry level Engineer I position to assist the Program Manager and Project Managers with the capital projects workload, primarily performing field visits and site inspections, managing utility, wetlands, and reforestation impacts for the division.
 - An Administrative Associate to support and back up the Assistant to the Chief and Capital Services Project Administrative Specialists and assist with the existing capital projects' workload.
- **Operating Costs** increase is mainly to provide additional funding for contract services to allow for the use of contractors to assist in maintaining the progress of the capital projects. Without additional resources Capital Services will be unable to maintain progress and coverage needed to properly manage the large number and scale of the projects through construction completion. Also includes funding to support the new positions.
- **Operating Contingency** is to cover any expenditure overruns.

Positions:

<u>Title</u>	<u>FY21 FTE</u>	<u>FY22 FTE</u>	<u>FY23 FTE</u>	<u>FY24 FTE</u>	<u>FY25 FTE</u>
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	2.0	2.0	2.0	3.0
Capital Services Project Manager II	3.0	2.0	2.0	2.0	3.0
Engineer I	0.0	0.0	0.0	0.0	1.0
Right-Of-Way Program Manager	0.0	1.0	1.0	1.0	1.0
Right-Of-Way Agent I	2.0	1.0	1.0	1.0	1.0
Project Admin Specialist	1.0	1.0	1.0	1.0	1.0
Administrative Associate	1.0	0.0	0.0	0.0	1.0
Office Associate I-III	1.0	0.0	0.0	0.0	0.0
Total Full Time Equivalent	13.0	9.0	9.0	9.0	13.0

Capital Projects

Department: Capital Project Management
Division \ Program: Technical Support
Program Administrator: Martin Harris, Director of Public Works

Fund: Capital

Expenditure Category	FY2023 Actual	FY2024 Adopted	FY2024 Amended	FY2025 Adopted	\$ Change FY2024	% Chg.
Personal Services	\$943,928	\$1,167,200	\$1,167,200	\$1,387,400	\$220,200	18.9%
Fringe Benefits	253,211	279,900	279,900	361,400	81,500	29.1%
Operating Costs	784,234	3,529,400	3,531,100	3,591,300	61,900	1.8%
Operating Contingency	0	11,900	10,200	4,000	(7,900)	-66.4%
Transfers Out (charged to capital projects)	(1,982,019)	(4,988,400)	(4,988,400)	(5,344,100)	(355,700)	7.1%
Total Expenditures	(\$645)	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the FY2024 and FY2025 approved salary increases and the following new positions:
 - A Project Field Superintendent that will assist with monitoring all construction activities on Capital Improvement Projects as the current workload is too much for the current part-time position.
 - A Project Administrative Specialist to assist with the numerous administrative duties related to project management and to assist with the increasing workload.
 - A Project Manager II position to manage projects within the Utilities CIP Program as the workload is more than the current positions can handle.
- **Operating Costs** includes funding for hardware and software for two new contract project managers, office furniture, additional funds for training, and in support of the new positions.
- **Operating Contingency** is to cover any potential expenditure overruns.

Positions:

Title	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE	FY25 FTE
Chief of Technical Support	0.0	1.0	1.0	1.0	1.0
Capital Services Program Manager	0.0	1.0	1.0	1.0	1.0
Utilities Program Manager	0.0	1.0	1.0	1.0	1.0
Capital Services Senior Project Manager	0.0	2.0	2.0	2.0	2.0
Project Field Superintendent	0.0	0.0	0.0	0.0	1.0
Utilities Senior Project Manager	0.0	1.0	1.0	1.0	1.0
Utilities Project Manager II	0.0	1.0	1.0	1.0	2.0
Capital Services Project Manager I-III	0.0	2.0	2.0	2.0	2.0
Project Admin Specialist	0.0	2.0	2.0	2.0	3.0
Total Full Time Equivalent	0.0	11.0	11.0	11.0	14.0

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 to 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

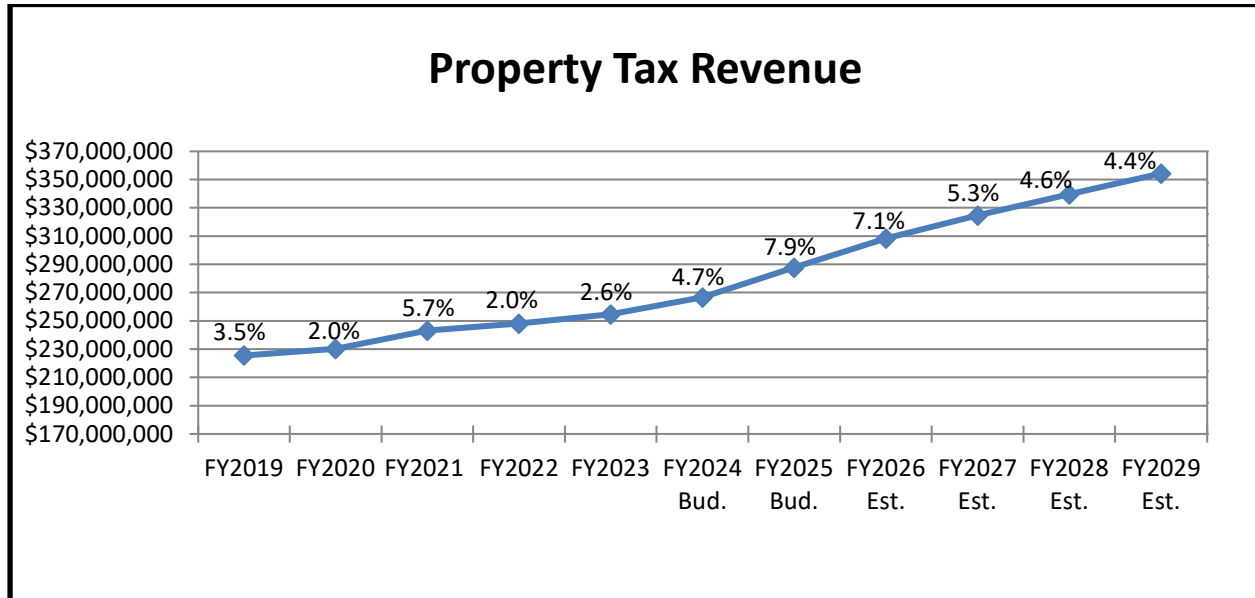
The goals of the County must be considered and incorporated into the County's Five-Year Plans. These goals may have a direct impact on the operating budget or may impact the operating budget due to the increase in debt service related to bonds issued for capital projects. The County often uses fund balance to help support the operating budget which in turn allows for more goals to be included in the current fiscal year. Implementing the 2023-2026 Goals and Objectives was a priority when developing the FY2025 budget. Below are the budgetary impacts that were included in the FY2025 budget and implemented in the long-range financial plans that will support the 2023-2026 Goals and Objectives.

Goal	Budget Impact
Economic Development	<ul style="list-style-type: none"> • Economic Development's FY2025 budget includes funding for a new Western Technology Corridor – Senior Commercial Development Manager to assist with development in the western side of the County • 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
Quality of Life	<ul style="list-style-type: none"> • The five-year capital improvement program supports a new Sports & Wellness Center • Funding to support positions for Recreation, Parks, and Tourism which help them in meeting the community's recreational demands and for Community Services to assist them with the aging population • The five-year capital improvement program funds the Waldorf Park project, the second phase of the Popes Creek Waterfront project, and shared use paths in the development district. • Continues to support the no fare VanGo program
Emergency Preparedness, Response & Safety	<ul style="list-style-type: none"> • The five-year capital improvement program provides funding for a Pinefield EMS Station • Provides funding for twenty (20) new positions for the DES to include 10 EMTs • Provides funding for ten (10) new Sworn Officers for the Sheriff's Office • Includes a Paid Paramedic program to give promotional opportunities for EMTs to improve recruitment and retention • To ensure safety and security of both visitors, employees and assets, funding was provided for additional security at the various county government buildings
Resiliency & Sustainability	<ul style="list-style-type: none"> • The five-year capital improvement program funds conservation efforts and to meet MS4 Stormwater Permit requirements. Includes a project to make necessary repairs to the Gilbert Run Watershed Dam. • Provides funding to the Resiliency Authority • New positions for Public Works to improve customer service, site maintenance, and safety protocols.
Institutional Governance	<ul style="list-style-type: none"> • Continues to provide funding for Justice, Equity and Diversity as well as Inclusion Training • Funding to procure, implement, and support new software and hardware resources to meet the County's needs such as new budget and performance measurement software, registration software, and compliance management software for Economic Development to support their MWBE/DBE programs • Three new positions for Fiscal & Administrative Services ranging from an IT position to support security of water and wastewater systems, a position to strengthen the monitoring and recording of financial transactions and a position to improve overall departmental efficiencies • Increase funding to the BOE, Sheriff's Office and other partner agencies to meet their obligation to the community

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 4.4% to 7.9% in FY2025 to FY2029. For planning purposes, the property tax rate is assumed to stay constant in FY2026 to FY2029.



Income tax is the County's second largest revenue source. The FY2025 Adopted Budget is estimated to be level with the FY2024 Adopted Budget. The FY2026-FY2029 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 5.8% between FY2026 to FY2029.

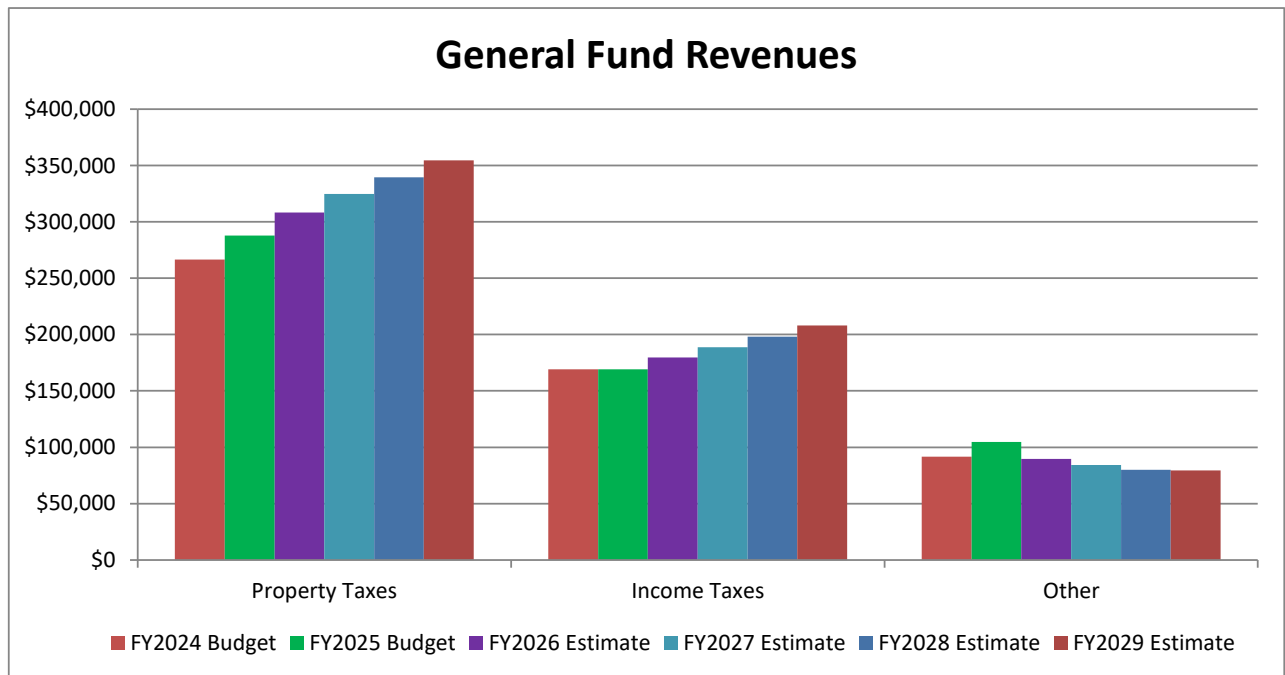
Total growth in **expenditures** is expected to range from 4.2% to 5.3% in the out years. Other exceptions to the principle of inflating the FY2025 adopted expenditure budgets are:

- **Board of Education:** In FY2026-FY2029 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 FY2029 includes the estimated impact to operate a new elementary school that is currently being constructed and for a new middle school in FY2029.
- **Debt Service:** The amount of operating revenues dedicated to debt service is currently 5.2%. FY2026-FY2029 estimates assume that debt service will begin to gradually increase to 7.2% 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.

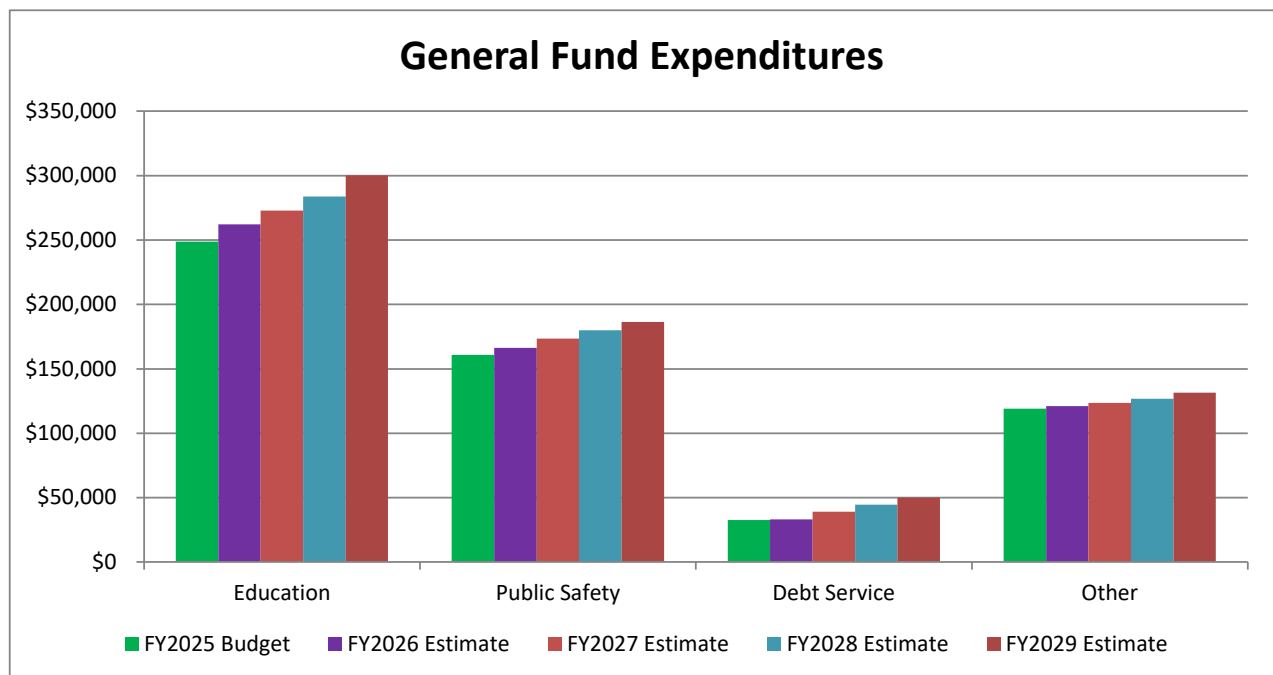
GENERAL FUND FIVE-YEAR PLAN

(\$ in thousands)	FY2024 Budget	FY2025 Budget	FY2026 Estimate	FY2027 Estimate	FY2028 Estimate	FY2029 Estimate
Revenues						
Property Taxes	\$266,589	\$287,726	\$308,296	\$324,564	\$339,501	\$354,398
Income Taxes	169,000	169,000	179,676	188,660	198,093	207,997
Recordation Tax	16,600	18,000	19,405	20,560	21,633	22,762
Transfer Tax	7,470	8,100	8,732	9,252	9,735	10,243
Other Local Taxes	5,000	5,740	5,855	5,972	6,091	6,213
Service Charges	10,627	15,080	15,642	16,225	16,830	17,458
Intergovernmental	2,600	2,844	2,901	2,959	3,018	3,078
Licenses & Permits	1,046	1,095	1,136	1,180	1,224	1,271
Fines & Forfeitures	5,739	5,919	6,096	6,279	6,468	6,662
Rent/Miscellaneous	15,650	22,130	19,130	15,730	13,010	10,834
Operating Revenues	\$500,320	\$535,633	\$566,870	\$591,379	\$615,603	\$640,916
<i>Total Revenues % increase over prior year</i>		7.1%	5.8%	4.3%	4.1%	4.1%
Expenditures						
Education	\$235,394	\$248,769	\$262,306	\$272,853	\$283,817	\$300,204
Public Safety	147,568	160,861	166,236	173,455	179,945	186,555
Debt Service	33,106	32,644	33,193	39,176	44,563	50,155
Public Works	17,945	18,812	19,365	20,897	22,221	22,828
Fiscal & Administrative Services	10,683	12,129	12,370	12,718	13,081	13,458
Community Services	3,241	3,564	3,709	3,847	3,991	4,141
Recreation, Parks and Tourism	12,784	14,197	14,258	15,406	16,280	16,811
Planning & Growth Management	9,906	11,476	11,938	12,578	13,067	13,578
General Government	34,674	38,342	40,361	42,799	45,330	47,965
Health & Social Services	5,380	6,186	6,175	6,363	6,556	6,755
Conservation of Natural Resources	908	829	854	878	903	929
Economic Development	2,270	2,324	2,399	2,470	2,544	2,621
Reserve for Contingency	124	65	250	250	250	250
Total Expenditures	\$513,983	\$550,196	\$573,415	\$603,690	\$632,550	\$666,249
<i>Total Expenditures % increase over prior year</i>		7.0%	4.2%	5.3%	4.8%	5.3%
Operating Surplus/(Deficit)	(\$13,663)	(\$14,564)	(\$6,545)	(\$12,311)	(\$16,947)	(\$25,334)
Financing Sources / (Uses)						
Source: Fund Transfers In	1,500	700	0	0	0	0
Source: Fund Balance Appropriation	25,542	25,006	10,707	6,042	1,985	828
Use: Capital Projects	(13,379)	(11,142)	(9,441)	(5,443)	(2,548)	(2,286)
Projected Surplus/(Deficit)	(\$0)	\$0	(\$5,280)	(\$11,712)	(\$17,510)	(\$26,791)

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 44% Education, 29% 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:

5.00% 4.75% 4.50% 4.25% 4.00%

(\$ in thousands)

HOW MUCH CAN WE AFFORD?

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030		FY25-FY29
Affordable Bond Issue	\$66,520	\$68,093	\$47,004	\$27,897	\$32,037			\$241,551
FY25-FY29 CIP	(61,304)	(77,495)	(50,813)	(20,318)	(29,326)			(239,256)
Variance per Fiscal Year (Affordable vs. Requested)	\$5,216	(\$9,402)	(\$3,809)	\$7,579	\$2,711			\$2,295

ADDITIONAL AFFORDABLE DEBT

How we calculate the additional affordable debt:

Total Operating Revenue Projection	\$535,633	\$566,870	\$591,379	\$615,603	\$640,916	\$665,290
New Dedicated Revenue						
Less: Dedicated Revenues	(2,882)	(3,361)	(3,361)	(3,361)	(3,361)	(3,361)
Total Adjusted Operating Revenues	\$532,750	\$563,509	\$588,018	\$612,242	\$637,555	\$661,929
Multiply the Adjusted Operating Revenue by						
% of Debt Policy Target:	5.2%	5.9%	6.7%	6.9%	7.2%	7.4%
Subtotal	\$27,907	\$33,247	\$39,397	\$42,245	\$45,904	\$48,983
Dedicated Stadium/Courthouse Rent/Waldorf Station	1,192	1,192	1,192	1,192	1,192	1,192
Total Available for Debt Service Payments	\$29,099	\$34,439	\$40,589	\$43,437	\$47,096	\$50,175

Subtract: Existing Obligations and Future Planned Debt-

Existing Debt Service	\$28,324	\$25,234	\$25,206	\$23,456	\$22,029	\$18,818
Approved debt not issued	775	2,881	2,800	3,275	5,956	9,488
FY26 Annual Debt Service from Debt Affordability Model			6,324	6,324	6,324	6,324
FY27 Annual Debt Service from Debt Affordability Model				6,259	6,259	6,259
FY28 Annual Debt Service from Debt Affordability Model					4,123	4,123
FY29 Annual Debt Service from Debt Affordability Model						2,405

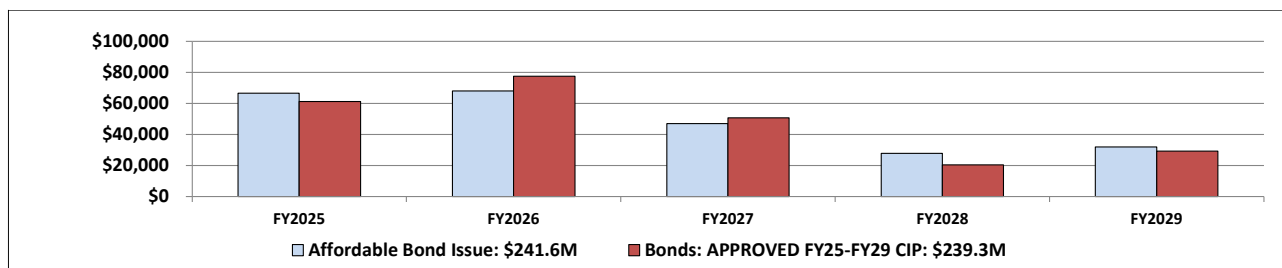
Total Debt Service Payments	\$29,099	\$28,115	\$34,330	\$39,313	\$44,691	\$47,417
Amount of Funds Available for New Debt	\$0	\$6,324	\$6,259	\$4,123	\$2,405	\$2,758

The annual debt service, reported one line above, would fund a bond issue in the amount of:

Affordable Bond Issue	\$66,520	\$68,093	\$47,004	\$27,897	\$32,037		FY25-FY29
							\$241,551

(Note: Bond Issues are estimated based on the Amount of Funds Available for New Debt in the subsequent year.)

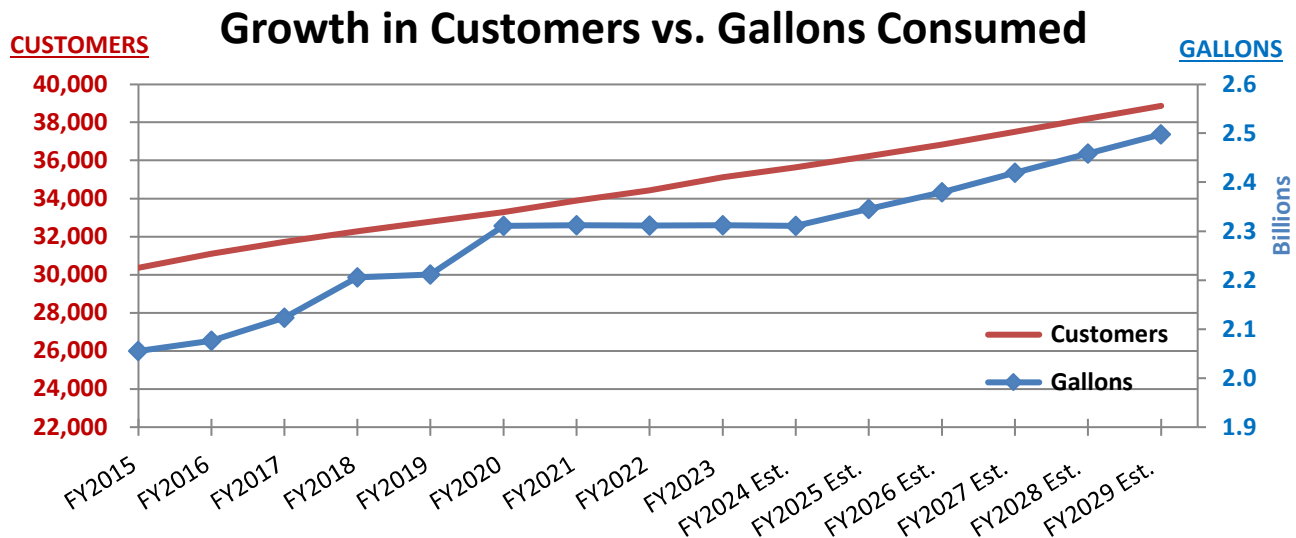
FY25-FY29 APPROVED CIP BOND FUNDING:	FY2025	FY2026	FY2027	FY2028	FY2029		FY25-FY29
Board of Education	\$22,633	\$10,547	\$1,258	\$2,829	\$4,330		\$41,597
College of Southern Maryland.....	0	0	2,250	2,060	0		4,310
General Government.....	27,660	48,596	28,537	2,481	2,931		110,205
Parks.....	3,066	3,496	431	529	10,305		17,827
Transportation.....	7,945	14,856	18,337	12,419	11,760		65,317
Total Approved CIP Bond Funding	\$61,304	\$77,495	\$50,813	\$20,318	\$29,326		\$239,256



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 FY2025 budget was based on 136 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 1.8% per year from FY2025 to FY2029. For planning purposes, the water rate, sewer rate, and customer account fee are assumed to remain constant.

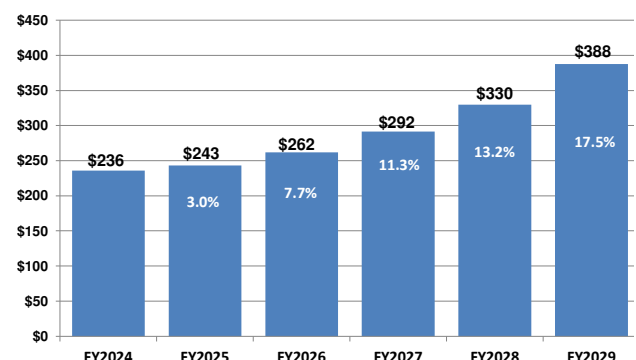


This graph depicts that while growth in customers has remained consistent, growth in consumption has fluctuated mainly due to water conservation and weather conditions. Future growth in consumption is expected to keep pace with the growth in customers.

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.

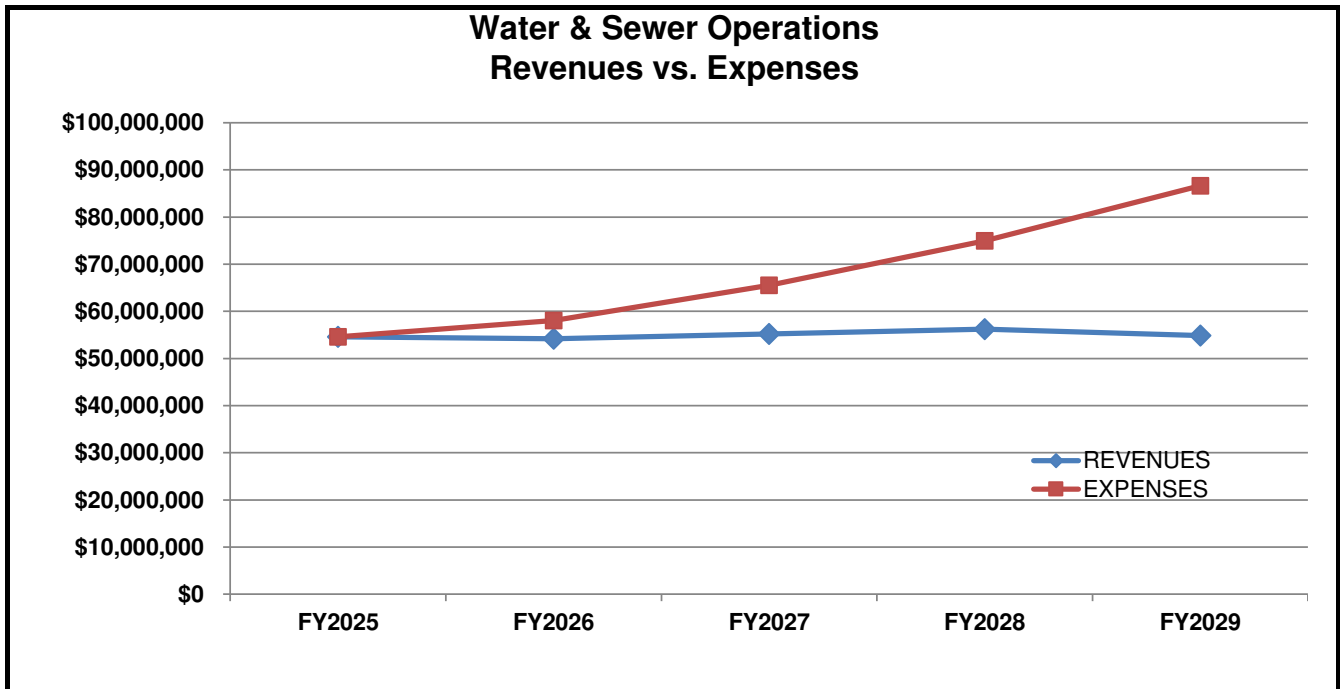
The model to the right shows expenditures outpacing revenues. The average residential gallons per day are assumed to remain at 136 gallons. Fee increases will be needed in future years in order to fund the existing program and absorb the debt service and operating impact related to capital projects placed 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 3.0% to 15.5%. A fee increase generally will be needed in this fund as expenses will continue to be greater than the growth in customer base.

Estimated Quarterly Water & Sewer Bill



WATER & SEWER FUND FIVE-YEAR PLAN

	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate	FY2027 Estimate	FY2028 Estimate	FY2029 Estimate
WATER						
Revenues	\$16,416,600	\$17,468,100	\$17,080,900	\$17,369,400	\$17,658,000	\$17,946,700
Expenses	(16,416,600)	(17,468,100)	(18,518,100)	(22,351,000)	(26,550,300)	(31,785,800)
Income/(Loss)	\$0	\$0	(\$1,437,200)	(\$4,981,600)	(\$8,892,300)	(\$13,839,100)
<i>Estimated Annual Rate Increase</i>		3.6%	8.7%	19.5%	17.4%	18.3%
SEWER						
Revenues	\$36,168,800	\$37,158,000	\$37,280,500	\$37,912,700	\$38,550,000	\$36,935,400
Expenses	(36,168,800)	(37,158,000)	(39,527,600)	(43,155,000)	(48,431,500)	(54,815,000)
Net Income/(Loss)	\$0	\$0	(\$2,247,100)	(\$5,242,300)	(\$9,881,500)	(\$17,879,600)
<i>Estimated Annual Rate Increase</i>		2.8%	7.6%	8.3%	11.8%	18.1%



NOTE: Revenues assume FY2025 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.

	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>
Marginal Revenue generated from a one cent rate adjustment:	\$23,440	\$23,784	\$24,177	\$24,570	\$24,963

PROJECT IMPACT ON WATER USER FEE:							Project Impact	
	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	on Rate	on Qtrly. Bill
<u>DEBT SERVICE</u>								
Automation & Technology Master Plan	258,000	258,000	258,000	258,000	301,300	376,400	15.1¢	\$1.85
Utilities Professional Development & Training Center	0	0	0	0	0	9,800	0.4¢	\$0.05
Utilities Waldorf Regional Facility	0	0	24,000	83,400	97,900	248,300	9.9¢	\$1.22
Bel Alton and Chapel Point Interconnectio	117,900	117,900	211,100	211,100	211,100	211,100	8.5¢	\$1.04
Ellenwood, Mariellen and Newtown	48,000	48,000	48,000	48,000	48,000	48,000	1.9¢	\$0.24
Satellite Water Facility Upgrades	596,100	596,100	674,300	845,200	1,022,000	1,140,300	45.7¢	\$5.59
Waldorf Water Tower #8	45,800	45,800	45,800	287,100	519,300	519,300	20.8¢	\$2.55
Waldorf Water Tower #8 Water	44,400	44,400	53,300	123,500	123,500	123,500	4.9¢	\$0.61
Old Washington Road Waterline	55,700	55,700	61,300	65,800	135,400	135,400	5.4¢	\$0.66
Potomac River Water Supply Treatment	68,600	68,600	85,600	166,100	216,400	316,900	12.7¢	\$1.55
WSSC Waldorf Interconnection	126,700	126,700	138,700	713,400	1,115,000	1,115,000	44.7¢	\$5.47
White Plains Water Enhancements	31,500	31,500	37,500	137,300	236,900	236,900	9.5¢	\$1.16
Cliffton Water System Improvements	217,100	217,100	249,300	249,300	249,300	249,300	10.0¢	\$1.22
Chapel Point Reverse Osmosis Waste	59,500	59,500	74,300	158,900	158,900	158,900	6.4¢	\$0.78
Contingency Inflation	0	0	0	37,200	91,600	117,000	4.7¢	\$0.57
Total Debt Service	\$1,669,300	\$1,669,300	\$1,961,200	\$3,384,300	\$4,526,600	\$5,006,100		
<u>OPERATING</u>								
Automation & Technology Master Plan	0	20,000	28,000	80,000	0	0	0.0¢	\$0.00
Waldorf Fire House Tower Demolition	245,680	138,000	0	0	0	0	0.0¢	\$0.00
Total Operating Costs	\$245,680	\$158,000	\$28,000	\$80,000	\$0	\$0		
Total Cost per Year:	\$1,914,980	(\$87,680)	\$161,900	\$1,475,100	\$1,062,300	\$479,500	\$2.01	\$24.55
FY25-FY29 Cumulative Cost:		(\$87,680)	\$74,220	\$1,549,320	\$2,611,620	\$3,091,120		

Required CIP Water Rate Adjustment Per Year:

	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Impact on Rate
Rate Adjustment per Year	81.7¢	-3.8¢	5.6¢	58.5¢	38.9¢	19.6¢	\$2.01
Estimated % change due to CIP:		-4.6%	0.1%	0.8%	0.5%	0.2%	

* Note: Rate Adjustment will vary due to tiered billing system for Residential Users.

WATER & SEWER FUND FIVE-YEAR PLAN

Capital Improvement Program Operating Impact

	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>
Marginal Revenue generated from a one cent rate adjustment:	\$23,794	\$24,134	\$24,524	\$24,913	\$25,302

PROJECT IMPACT ON SEWER USER FEE:							Project Impact	
	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	on Rate	on Qtrly. Bill
DEBT SERVICE								
Automation & Technology Master Plan	258,000	258,000	258,000	258,000	301,300	376,400	14.9¢	\$1.82
Utilities Professional Development & Training Center	0	0	0	0	0	9,800	0.4¢	\$0.05
Utilities Waldorf Regional Facility	0	0	24,000	83,400	97,900	248,300	9.8¢	\$1.20
MWWTP Electrical System Replacement	521,500	521,500	788,000	969,100	1,071,700	1,071,700	42.4¢	\$5.18
Mattawoman Infiltration and Inflow PH II	624,200	624,200	679,400	737,400	795,400	839,400	33.2¢	\$4.06
Mattawoman WWTP Automation	489,400	489,400	561,800	634,200	645,400	645,400	25.5¢	\$3.12
Pump Station Rehabs and Replacements	976,400	976,400	1,204,300	1,818,500	2,547,300	2,978,800	117.7¢	\$14.41
Satellite Wastewater Facility Upgrades	646,800	646,800	842,800	1,195,000	1,386,300	1,471,000	58.1¢	\$7.12
MWWTP Clarifier and Thickener Improvements	701,700	701,700	767,100	877,000	877,000	877,000	34.7¢	\$4.24
MWWTP Utility Water System Evaluation & Improvement	104,800	104,800	104,800	111,800	119,700	182,100	7.2¢	\$0.88
MWWTP Septage/Hauled Waste	134,700	134,700	147,000	159,300	178,600	294,000	11.6¢	\$1.42
MWWTP Effluent Filters Improvements	284,600	284,600	349,500	537,500	956,700	1,176,300	46.5¢	\$5.69
MWWTP Effluent PS Forcemain Surge	99,900	99,900	99,900	119,700	213,700	213,700	8.4¢	\$1.03
MWWTP Belt Filter Press Replacement	336,200	336,200	452,900	496,400	496,400	496,400	19.6¢	\$2.40
MWWTP Process Improvements -	183,600	183,600	303,300	992,800	1,765,700	2,504,800	99.0¢	\$12.12
MWWTP UV Disinfection System	237,900	237,900	419,000	419,000	419,000	419,000	16.6¢	\$2.03
MWWTP Headworks Improvements	52,800	52,800	82,900	147,100	305,100	463,100	18.3¢	\$2.24
MWWTP BNR Improvements-Parent	275,500	275,500	285,700	297,900	338,600	542,900	21.5¢	\$2.63
Post Office Road Sewer Capacity	650,000	650,000	655,300	744,000	744,000	744,000	29.4¢	\$3.60
Zekiah Interceptor Sewer Upgrades	137,100	137,100	147,000	260,000	260,000	260,000	10.3¢	\$1.26
Contingency Inflation	0	0	0	26,400	80,300	155,900	6.2¢	\$0.75
Total Debt Service	\$6,715,100	\$6,715,100	\$8,172,700	\$10,884,500	\$13,600,100	\$15,970,000		
OPERATING								
Automation & Technology Master Plan	0	20,000	28,000	80,000	0	0	0.0¢	\$0.00
Total Operating Costs	\$0	\$20,000	\$28,000	\$80,000	\$0	\$0		
Total Cost per Year:	\$6,715,100	\$20,000	\$1,465,600	\$2,763,800	\$2,635,600	\$2,369,900	\$6.31	\$77.26
FY25-FY29 Cumulative Cost:		\$20,000	\$1,485,600	\$4,229,400	\$5,399,400	\$5,005,500		

Required CIP Sewer Rate Adjustment Per Year:

	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Impact on Rate
Rate Adjustment per Year	\$2.82	0.01¢	55.89¢	107.17¢	96.73¢	88.48¢	\$6.31
Estimated % change due to CIP:			5450.8%	191.7%	59.3%	34.1%	

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 FY2024. The FY2025-FY2029 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 76% 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 \$101. The FY2025-FY2029 billable tonnage received at the Landfill is estimated to range between 118,000 tons and 125,000 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.

	FY2024 Adopted	FY2025 Adopted	FY2026 Estimated	FY2027 Estimated	FY2028 Estimated	FY2029 Estimated
Revenues						
Operating Revenues	\$12,117,400	\$12,178,200	\$11,944,600	\$12,093,300	\$12,242,000	\$12,390,800
Fund Balance Reserves	1,855,800	2,247,600	1,130,400	915,800	1,025,900	915,800
Total Revenues	\$13,973,200	\$14,425,800	\$13,075,000	\$13,009,100	\$13,267,900	\$13,306,600
Expenses:						
Operating Expenses	12,753,700	13,445,600	13,628,500	13,984,300	14,349,100	14,614,100
Capital Outlay	940,000	731,800	214,600	0	110,100	0
Debt Service	279,500	248,400	219,100	167,000	135,100	135,600
Total Expenses	\$13,973,200	\$14,425,800	\$14,062,200	\$14,151,300	\$14,594,300	\$14,749,700
Surplus\Deficit:	\$0	\$0	(\$987,200)	(\$1,142,200)	(\$1,326,400)	(\$1,443,100)

Estimated Tipping Fee:	\$91	\$101	\$109	\$110	\$112	\$113
<i>Increase over FY2025 Adoption</i>			\$8	\$9	\$11	\$12
<i>% rate change</i>			7.9%	0.9%	1.8%	0.9%

WATERSHED PROTECTION & RESTORATION 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 \$156 in FY2025. 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.

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
	Adopted	Adopted	Estimate	Estimate	Estimate	Estimate
Revenues						
Stormwater Remediation Fee	\$7,711,000	\$8,248,400	\$8,393,400	\$8,497,900	\$8,602,400	\$8,706,900
Miscellaneous/Fee Credit	(1,500)	(1,500)	(1,600)	(1,700)	(1,800)	(1,900)
Fund Balance	24,600	0	0	0	0	0
Total Revenues	\$7,734,100	\$8,246,900	\$8,391,900	\$8,496,400	\$8,600,900	\$8,705,400
Expenses						
Salaries & Fringe	\$1,684,400	\$2,067,800	\$2,162,100	\$2,251,900	\$2,345,600	\$2,443,300
Operating	3,134,900	3,392,000	3,624,800	3,881,200	4,159,900	4,454,800
Contingency	2,300	2,900	3,000	3,100	3,200	3,300
Debt	2,835,500	2,707,200	2,808,800	3,898,300	3,535,100	4,035,300
Capital Project Studies	77,000	77,000	175,000	77,000	77,000	77,000
Total Expenses	\$7,734,100	\$8,246,900	\$8,773,700	\$9,494,700	\$10,120,800	\$11,013,700
Surplus / (Deficit)	\$0	\$0	(\$381,900)	(\$998,500)	(\$1,520,200)	(\$2,308,700)
Stormwater Remediation Fee:	\$146	\$156				
\$1 on fee generates approximately:	\$52,581	\$53,171	\$53,804	\$54,474	\$55,144	\$55,814
Estimated Fee:			\$164	\$175	\$184	\$198
Increase over FY 2025 adoption			\$8	\$19	\$28	\$42

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 \$166 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 94% 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.

	FY2024 Adopted	FY2025 Adopted	FY2026 Estimate	FY2027 Estimate	FY2028 Estimate	FY2029 Estimate
Revenues						
Operating Revenues	\$8,745,000	\$9,665,100	\$9,850,700	\$9,971,600	\$10,092,600	\$10,213,500
Fund Balance Reserves	541,400	356,000	820,100	186,000	0	780,000
Total Revenues	\$9,286,400	\$10,021,100	\$10,670,800	\$10,157,600	\$10,092,600	\$10,993,500
Expenses:						
Operating Expenses	8,521,400	10,264,800	10,264,800	10,717,300	11,195,100	11,532,800
Capital Outlay	677,500	975,400	975,400	346,700	166,300	952,100
Debt Service	87,500	81,600	341,100	390,400	388,600	388,800
Total Expenses	\$9,286,400	\$10,021,100	\$11,581,300	\$11,454,400	\$11,750,400	\$12,873,700
Surplus\Deficit:	\$0	\$0	(\$910,500)	(\$1,296,800)	(\$1,657,800)	(\$1,880,200)

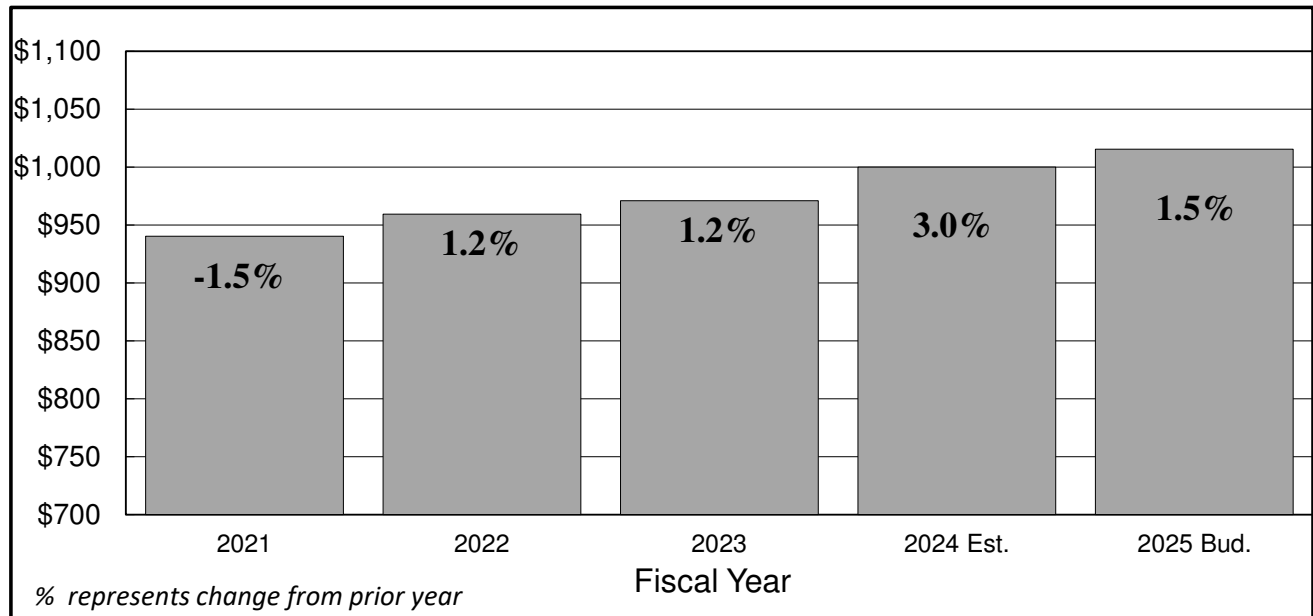
Estimated ESF Fee	\$153	\$166	\$181	\$186	\$192	\$195
Increase over FY2025 Adoption			\$15	\$20	\$26	\$29
% rate change			8.8%	3.3%	2.9%	1.6%

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:
$$\frac{\text{Gross operating revenues}}{\text{Population}}$$

Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
Gross operating revenues	\$455,945,500	\$501,181,885	\$489,976,408	\$522,947,035	\$535,632,600
Consumer price index	273.6	292.5	302.9	313.5	326.6
Gross operating revenues (constant dollars)	\$166,644,920	\$171,319,049	\$161,774,590	\$166,831,872	\$163,981,657
Current population	166,617	168,698	170,102	171,973	173,617
Gross operating revenues per capita (constant dollars)	\$1,000	\$1,016	\$951	\$970	\$945

Description

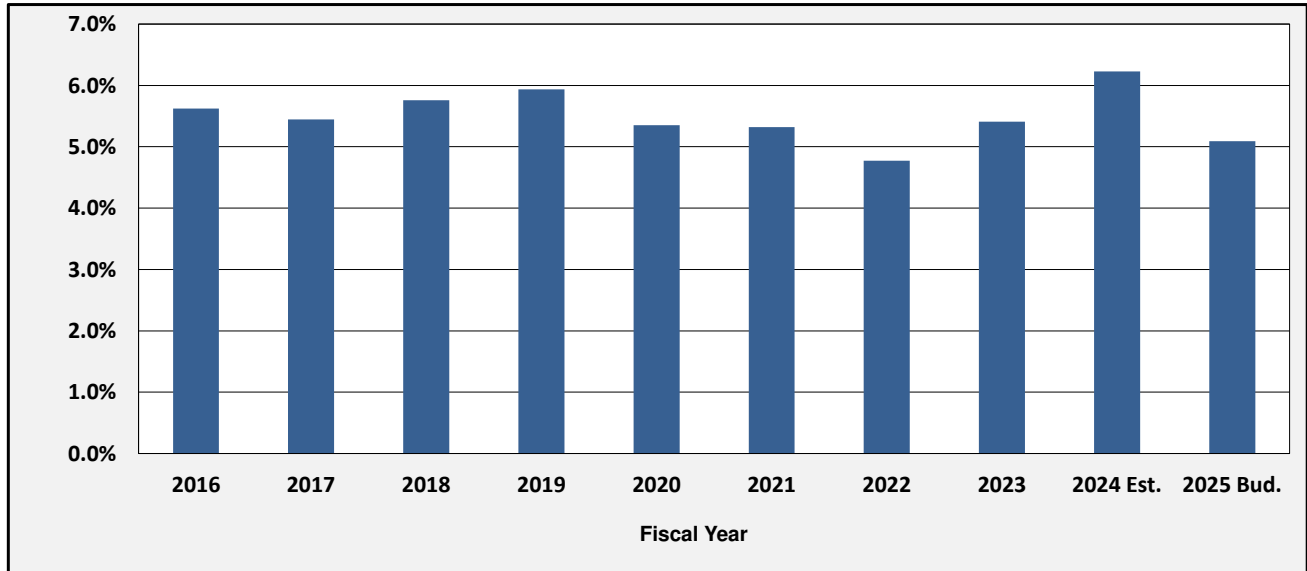
Examining per capita revenues shows changes in revenues relative to changes in population size and rate of inflation. As population increases, it might be expected that revenues and the need for services would increase proportionately, and therefore, that the level of per capita revenues would remain 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 FY2021 the Gross Operating revenues and the Current population has steadily increased. The Gross operating revenues per capita for the FY2023 actual and FY2024 estimate is higher than the FY2025 budget due higher than normal Recordation/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: $\frac{\text{Intergovernmental operating revenue}^*}{\text{Gross operating revenues}}$

Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
Intergovernmental operating revenues*	\$25,624,191	\$25,117,741	\$28,013,830	\$34,741,804	\$28,726,172
Gross operating revenues (General/Special Revenue)	\$481,569,690	\$526,299,626	\$517,990,238	\$557,688,839	\$564,358,772
Intergovernmental operating revenues as percent of gross operating income	5.3%	4.8%	5.4%	6.2%	5.1%

* Intergovernmental operating revenue includes general fund revenue and special revenue funds received to support various grant programs.

Description

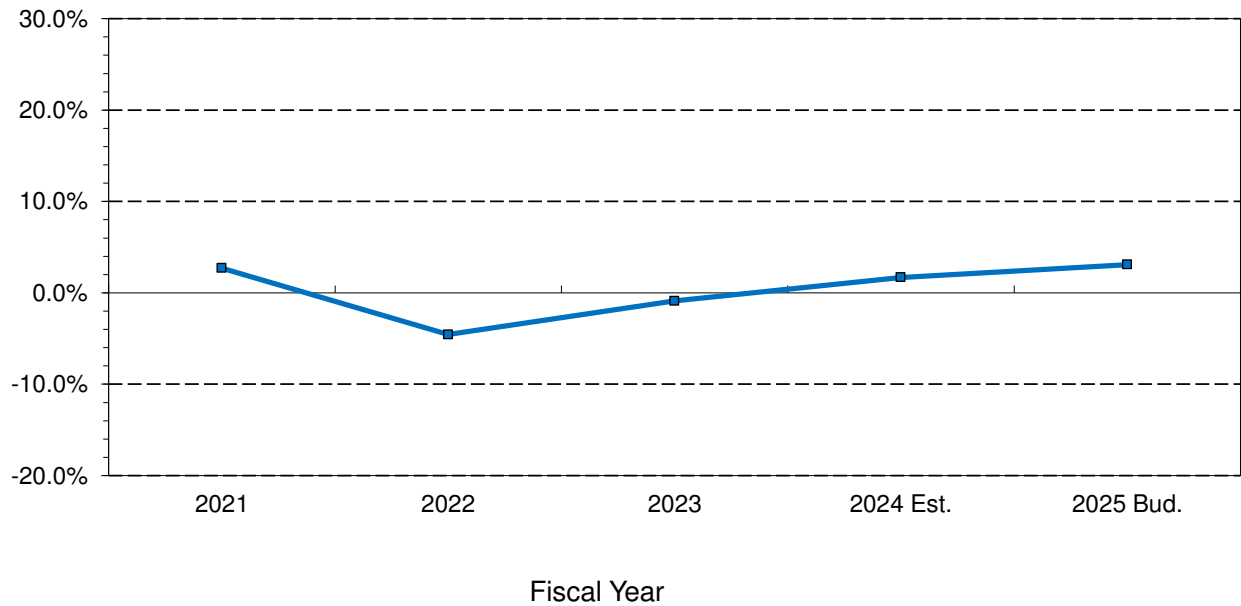
Intergovernmental revenues (revenues received from another governmental entity) are important because an over dependence on such revenues can be harmful to local jurisdictions and their ability to control revenue flows. The reduction of intergovernmental funds at the discretion of other governments leaves the local governments with the dilemma of cutting programs or funding them from general fund revenues.

Comment

The intergovernmental operating revenues as a percent of gross operating income has ranged between 4-6%. The FY2025 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: $\frac{\text{Property Tax Revenues}}{\text{(constant dollars)}}$

Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
Property Tax Revenues	\$243,159,148	\$248,087,176	\$254,569,397	\$267,881,788	\$287,725,800
Consumer price index	273.6	292.5	302.9	313.5	326.6
Property Tax Revenue in constant dollars	\$88,872,983	\$84,803,662	\$84,050,700	\$85,460,318	\$88,086,038
Growth rate in constant dollars	2.7%	-4.6%	-0.9%	1.7%	3.1%

Description

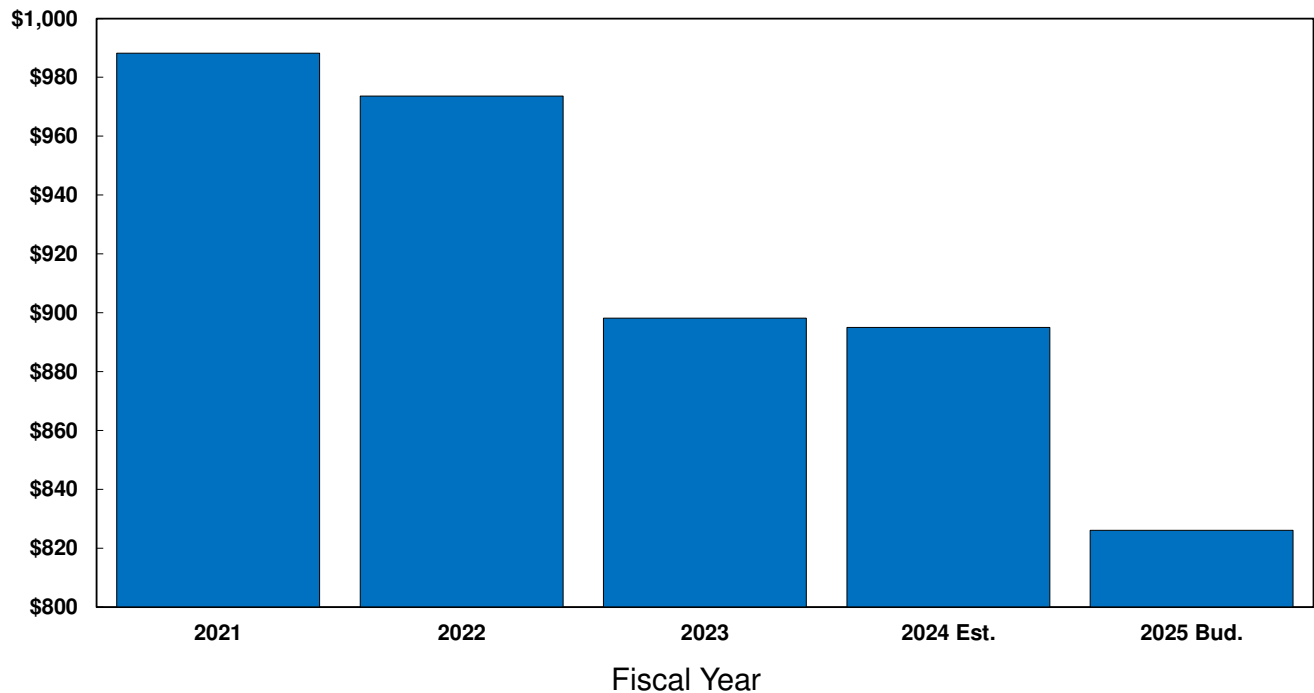
Property tax revenue should be considered separately from other revenue because it is the primary revenue source. A decline or diminished growth rate in property taxes may be a result of overall decline in property value, default in property tax payment, or inefficient assessment.

Comment

Tax rates have remained constant since FY2012. For FY2022, the County renegotiated its PILOT agreement with the owners of the Morgantown Power Plant. The FY2025 budget assumes normal growth in assessments.

Revenue Indicator

Average Income Tax Per Household In Constant Dollars



Warning Trend:

Decline in property tax revenues
(constant dollars)

Formula: $\frac{\text{Income Tax Revenues (constant dollars)}}{\text{Number of Households}}$

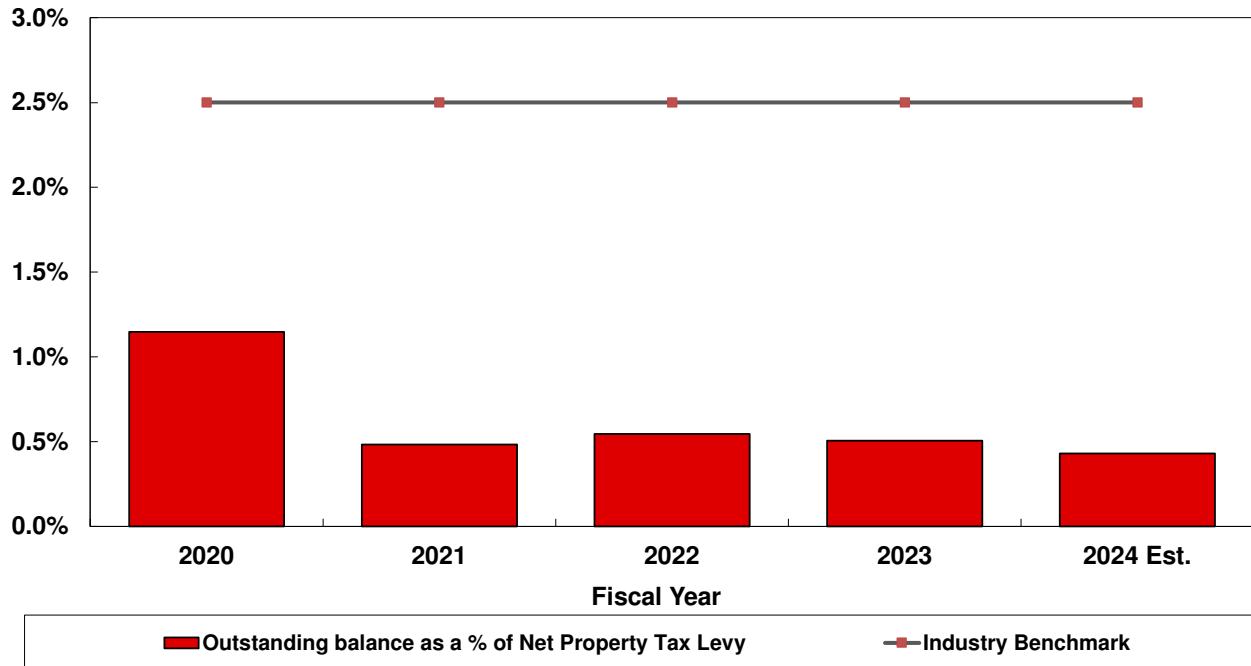
Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
Income Tax Revenues	\$159,808,519	\$171,197,766	\$165,720,600	\$173,607,605	\$169,000,000
Consumer price index	273.6	292.5	302.9	313.5	326.6
Income Tax Revenue (in constant dollars)	\$58,408,906	\$58,520,548	\$54,715,659	\$55,384,733	\$51,738,636
Households	59,107	60,108	60,921	61,881	62,630
Avg. Income Tax per Household (in constant dollars)	\$988	\$974	\$898	\$895	\$826

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: $\frac{\text{Uncollected Property Tax}}{\text{Net Property Tax Levy}}$

Fiscal Year:	2020	2021	2022	2023	2024 Est.
Net Property Tax Levy	\$224,009,919	\$233,302,983	\$242,337,352	\$256,205,207	\$269,877,875
Current year tax levy outstanding at year end	\$2,571,886	\$1,126,771	\$1,321,655	\$1,294,788	\$1,159,638
Outstanding balance as a % of Net Property Tax Levy	1.1%	0.5%	0.5%	0.5%	0.4%

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.

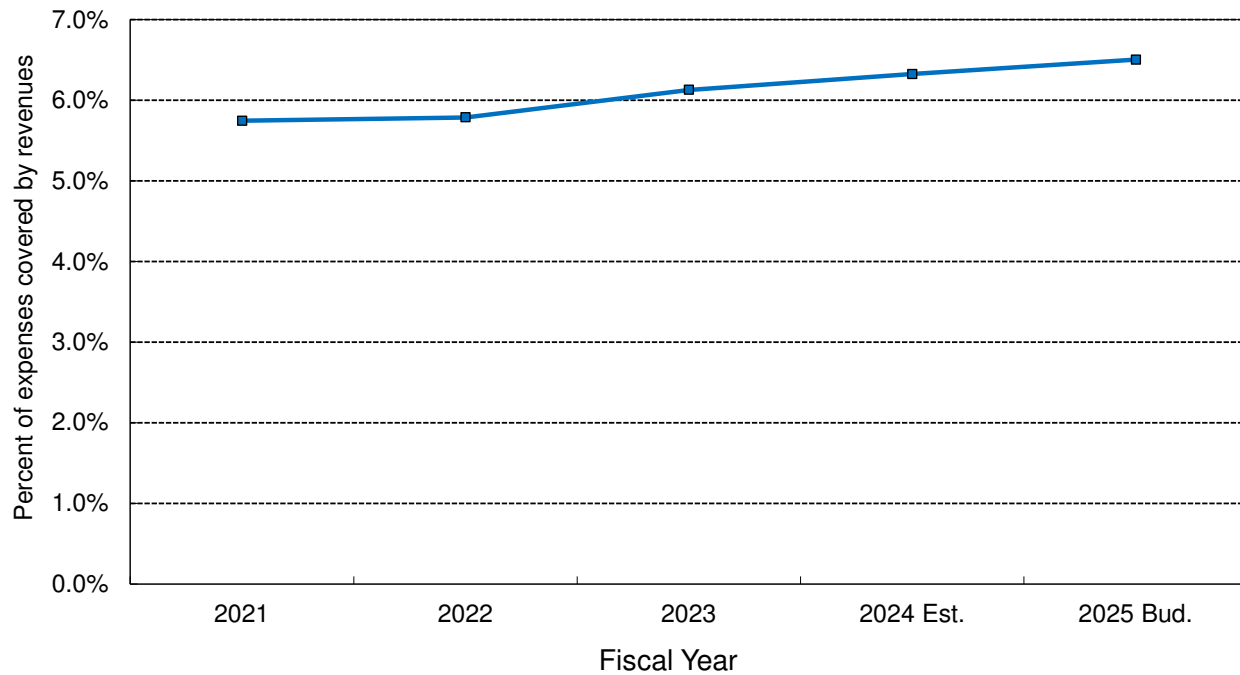
Comment

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: $\frac{\text{Revenues from User Charges}}{\text{Expenses for Related Services}}$

Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
General Fund License & Permit/ Service Fee Revenue	\$9,640,055	\$10,829,658	\$11,869,195	\$13,742,311	\$16,174,300
General Fund Expense (excludes transfers & debt service)	\$167,818,674	\$187,129,628	\$193,615,928	\$217,262,446	\$248,692,400
Percent of expenses covered by revenues	5.7%	5.8%	6.1%	6.3%	6.5%

Description

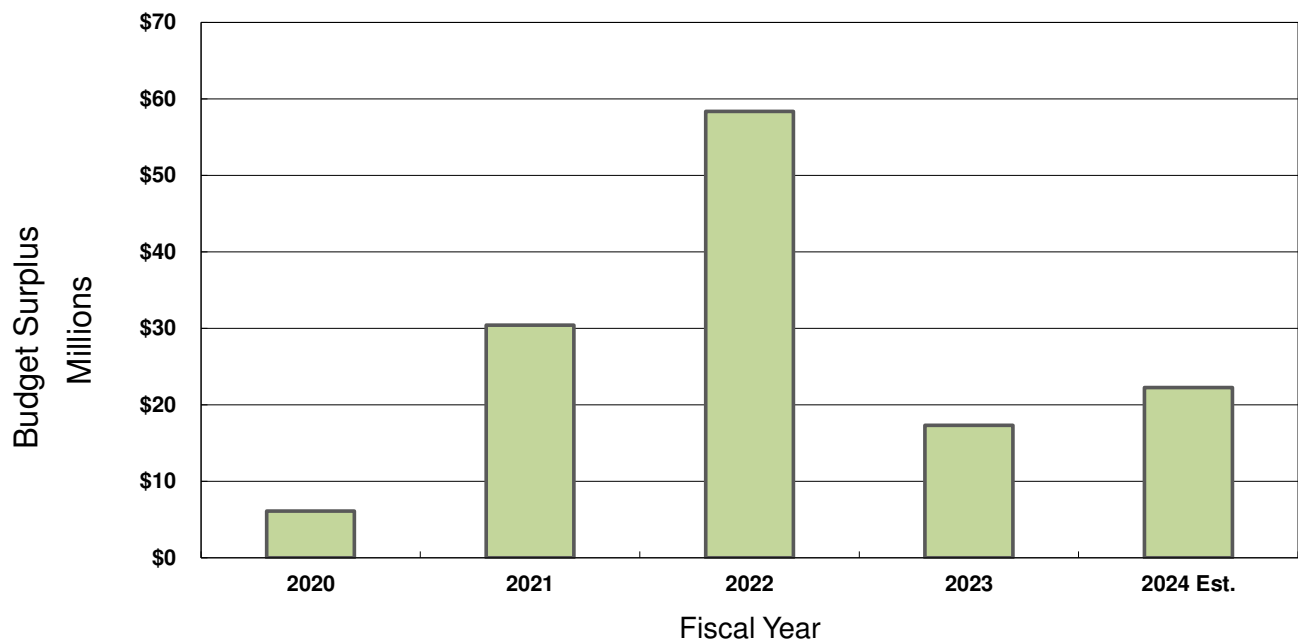
The term user charge coverage refers to whether fees and charges cover the entire cost of providing a service. This indicator focuses only on general fund programs and not on enterprise or special revenue fund services. As coverage declines, the burden on other revenues to support the services increases. 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: $\frac{\text{Revenue Shortfalls}}{\text{Gross Operating Revenue}}$

Fiscal Year:	2020	2021	2022	2023	2024 Est.
Actual Gross Operating Revenues	\$421,600,511	\$455,945,500	\$501,181,885	\$489,976,408	\$522,947,035
Amended Budgeted Operating Revenues	\$415,508,900	\$425,512,670	\$442,816,610	\$472,652,120	\$500,704,020
Revenue (Shortfall)/Surplus	\$6,091,611	\$30,432,830	\$58,365,275	\$17,324,288	\$22,243,015
Revenue Variance as a % of Gross Operating Revenues	1.4%	6.7%	11.6%	3.5%	4.3%

Description

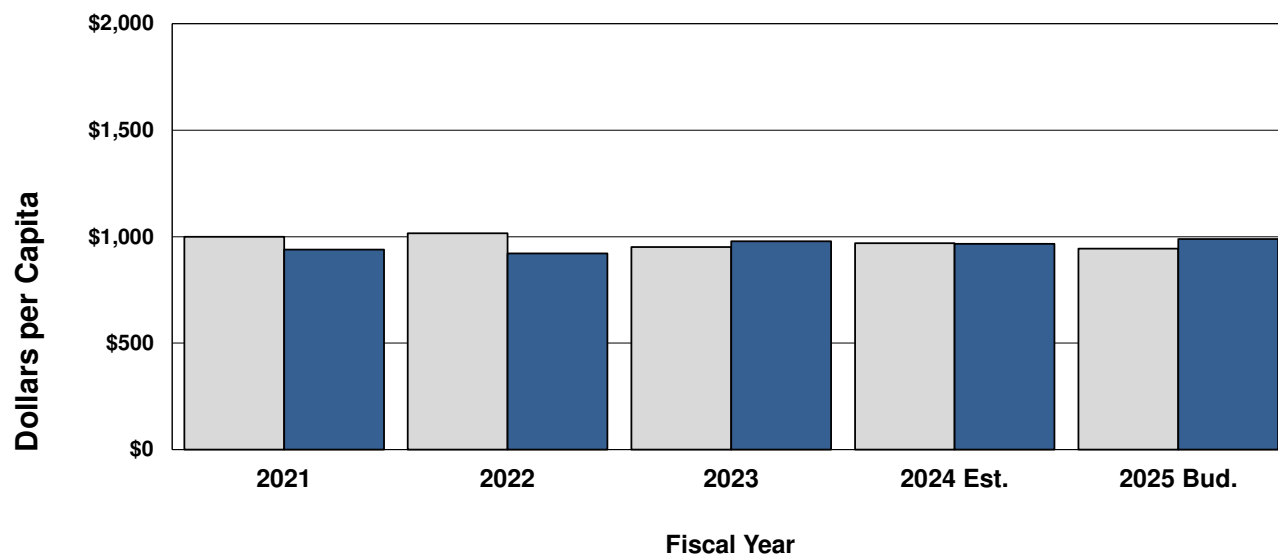
This indicator examines the differences between revenue estimates and revenues actually received during the fiscal year. Major discrepancies that continue year after year can indicate a declining economy, inefficient collection procedures, or inaccurate estimating techniques. If revenue shortfalls are increasing in frequency or size, a detailed analysis of each revenue should be made to pinpoint the source.

Comment

Fiscal Year 2020, Fiscal Year 2021, and Fiscal Year 2022 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. Fiscal Year 2023 revenue growth included additional Interest Income revenues. Fiscal Year 2024 is estimated to finish better than budget due to Interest Income, Income Tax and Recordation Tax.

Revenue & Expenditure Indicator

Expenditures Per Capita Comparison with Revenues per Capita



Warning Trend: Increasing net operating expenditures per capita.
(constant dollars)

Formula:
$$\frac{\text{Net operating \& transfers (constant dollars)}}{\text{Population}}$$

Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
Net operating expenditures/transfers	\$428,156,088	\$454,882,644	\$504,512,844	\$521,290,685	\$561,273,800
Consumer price index	273.6	292.5	302.9	313.5	326.6
Expenditures (constant dollar)	\$156,488,083	\$155,492,575	\$166,574,058	\$166,303,459	\$171,831,602
Per capita expenditures (constant dollars)	\$939	\$922	\$979	\$967	\$990
Gross operating revenues per capita	\$1,000	\$1,016	\$951	\$970	\$945
Estimated population	166,617	168,698	170,102	171,973	173,617
Estimated households	59,107	60,108	60,921	61,881	62,630
Household per capita expenditures	\$2,648	\$2,587	\$2,734	\$2,687	\$2,744

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.

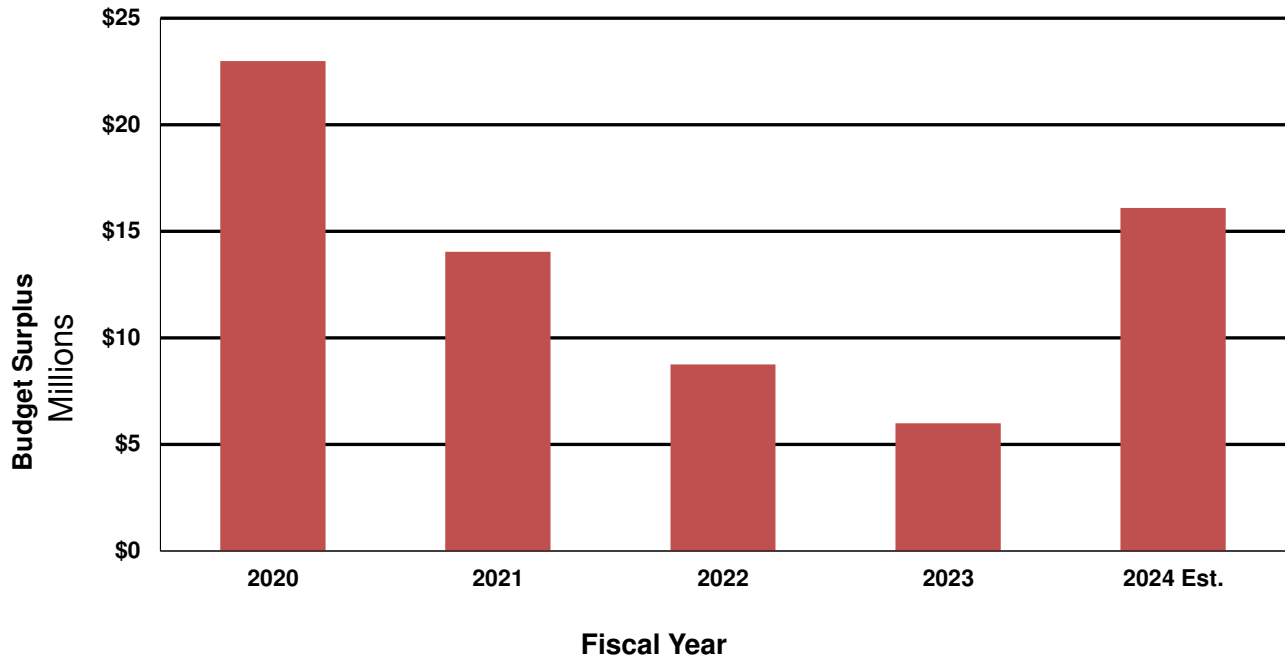
From a different perspective, if the increase in spending is greater than can be accounted for by inflation or the addition of new services, it may indicate declining productivity - that is, that the government is spending more real dollars to support the same level of services.

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:
$$\frac{\text{Expenditure Variance}}{\text{Gross Operating Expenditure}}$$

Fiscal Year:	2020	2021	2022	2023	2024 Est.
Actual Expenditures	\$413,034,801	\$428,156,088	\$454,882,644	\$504,512,844	\$521,290,685
Amended Budgeted Expenditures	\$436,017,330	\$442,186,039	\$463,632,180	\$510,491,900	\$537,382,230
Budget Surplus/(Deficit)	\$22,982,529	\$14,029,951	\$8,749,536	\$5,979,056	\$16,091,545
Expenditure Variance as a % of Budget	5.3%	3.2%	1.9%	1.2%	3.0%

Description

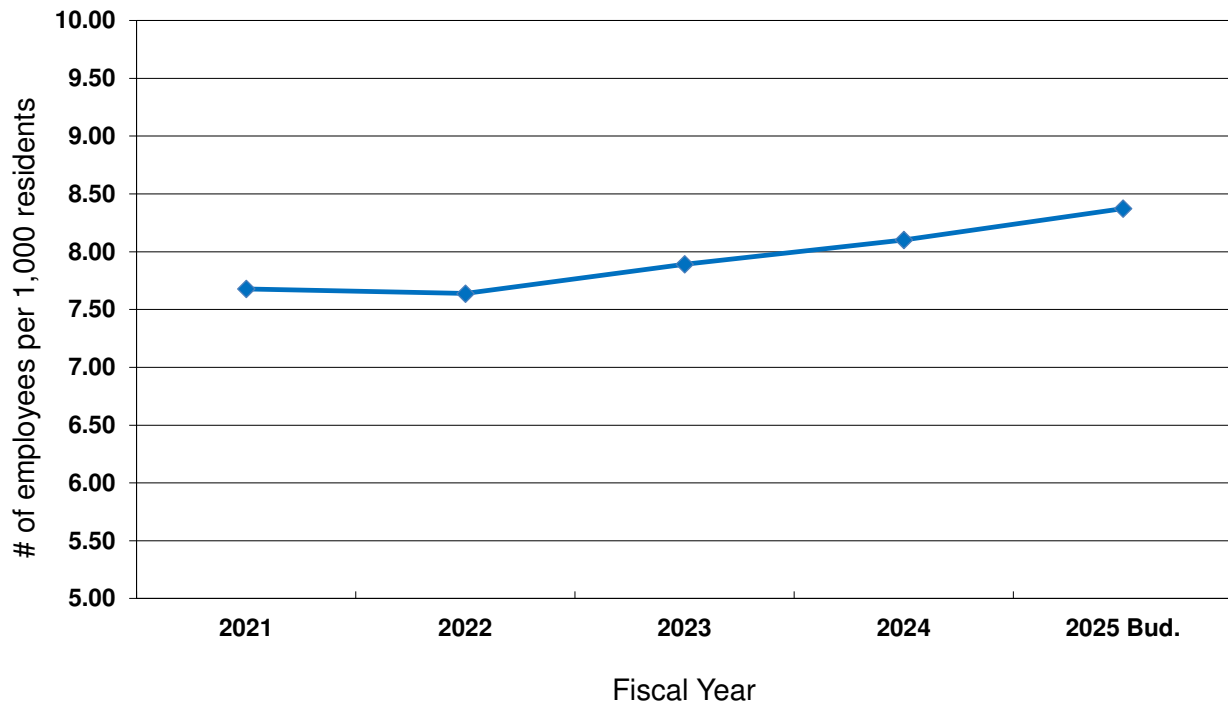
This indicator examines the differences between expenditure estimates and expenditures actually incurred during the fiscal year.

Comment

Budget surpluses in FY2020 through estimated FY2024 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:	2021	2022	2023	2024	2025 Bud.
Number of Full Time Employees*	1,279	1,289	1,343	1,393	1,454
Population	166,617	168,698	170,102	171,973	173,617
# of county employees per capita	0.0077	0.0076	0.0079	0.0081	0.0084

* excludes Enterprise funded positions which are self-supporting.

Description

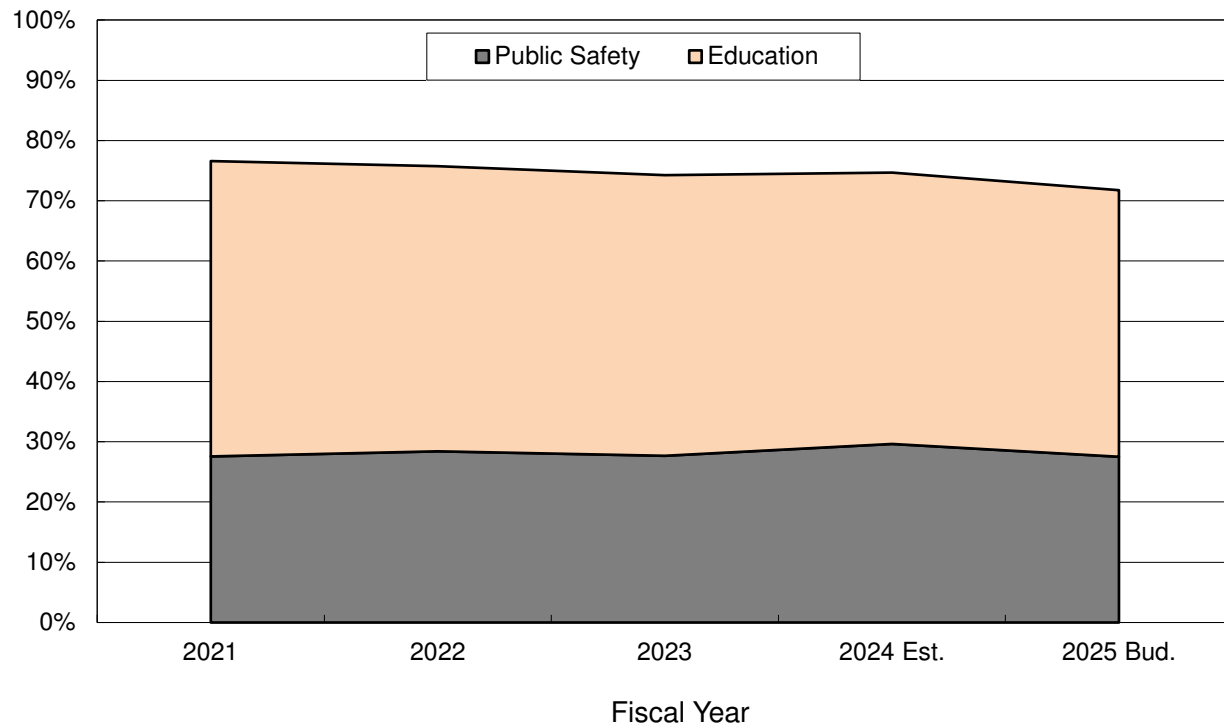
Personnel costs are a major portion of a local government's operating budget, therefore, tracking changes in the number of employees per capita is a good way to measure changes in expenditures. An increase in employees per capita might indicate that expenditures are rising faster than revenues, that 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: $\frac{\text{Operating expenditures per function}}{\text{Total net operating expenditures}}$

Fiscal Year	2021	2022	2023	2024 Est.	2025 Bud.
Education	\$210,035,968	\$215,191,600	\$234,939,774	\$234,939,774	\$248,443,500
% of Total Funds	49.1%	47.3%	46.6%	45.1%	44.3%
Public Safety	\$117,929,949	\$129,318,127	\$139,651,790	\$154,453,200	\$154,453,200
% of Total Funds	27.5%	28.4%	27.7%	29.6%	27.5%
Debt Service	\$32,639,864	\$31,589,383	\$36,089,072	\$32,186,423	\$32,336,400
% of Total Funds	7.6%	6.9%	7.2%	6.2%	5.8%
Remaining	\$67,550,307	\$78,783,533	\$93,832,208	\$99,711,288	\$126,040,700
% of Total Funds	15.8%	17.3%	18.6%	19.1%	22.5%
Total Funds:	\$428,156,088	\$454,882,644	\$504,512,844	\$521,290,685	\$561,273,800

Description

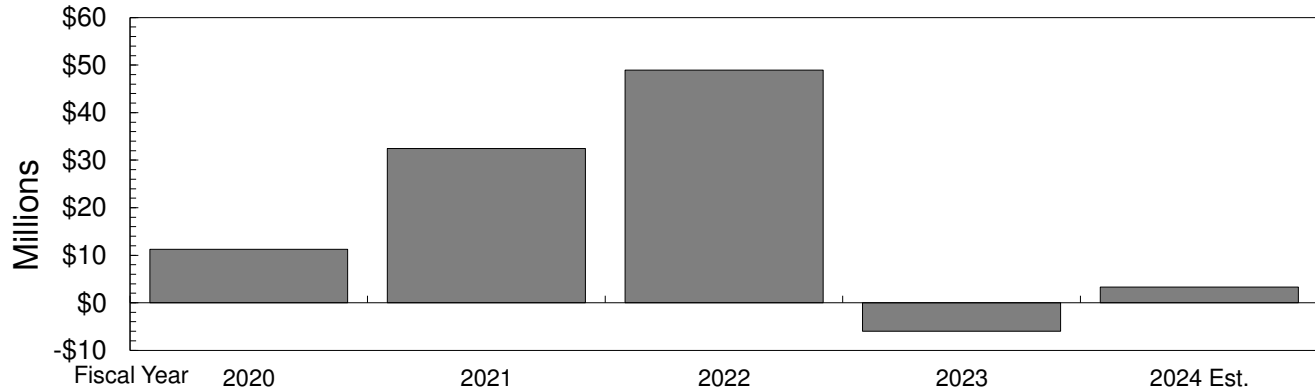
Expenditures by function represents the cost of government services by program. Often times it is also an indicator of the priority level of the

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: $\frac{\text{Operating Surplus (Deficit)}}{\text{Operating Revenues}}$

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:	2020	2021	2022	2023	2024 Est.
General fund operating (deficits)/surplus	\$11,243,660	\$32,470,671	\$48,971,041	(\$6,008,261)	\$3,308,365
Gross operating revenues	\$421,600,511	\$455,945,500	\$501,181,885	\$489,976,408	\$522,947,035
General Fund operating surplus/deficits as a % of operating revenues	2.7%	7.1%	9.8%	-1.2%	0.6%

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.

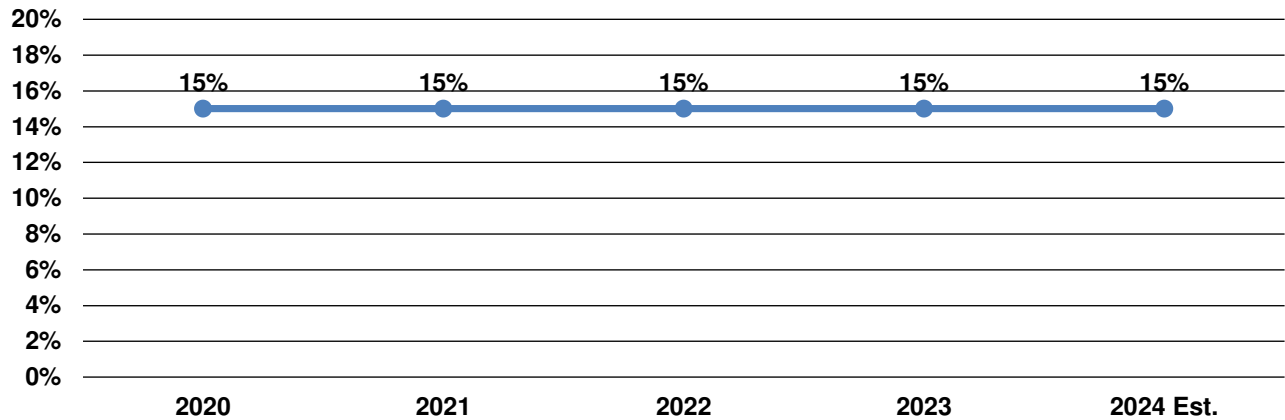
Comment

The General Fund operating surplus in Fiscal Year 2020 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 deficit is due to the planned use of fund balance reserves to support one time items to achieve County Commissioners' Goals & Objectives and the use of various reserves that were previously set aside. Fiscal Year 2024 estimated surplus is due to conservative spending and interest income, recordation taxes/transfer taxes, and income tax revenues exceeding expectations.

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:
$$\frac{\text{Fund Balance Policy}}{\text{Gross Operating Revenues}}$$

Fiscal Year:	2020	2021	2022	2023	2024 Est.
Total Fund Balance	\$120,094,585	\$152,565,256	\$201,536,298	\$195,528,036	\$198,836,401
Fund Balance Policy	\$63,972,210	\$67,158,435	\$74,766,005	\$75,048,045	\$80,344,890
Other Committed	\$43,893,417	\$71,593,284	\$110,911,780	\$100,402,189	\$97,676,082
Nonspendable/ Restricted/Assigned	\$10,636,799	\$11,504,438	\$12,183,106	\$16,009,609	\$16,742,621
Unassigned	\$1,592,159	\$2,309,099	\$3,675,406	\$4,068,193	\$4,072,808
Gross operating revenues *	\$421,600,511	\$455,945,500	\$501,181,885	\$489,976,408	\$522,947,035
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 need.

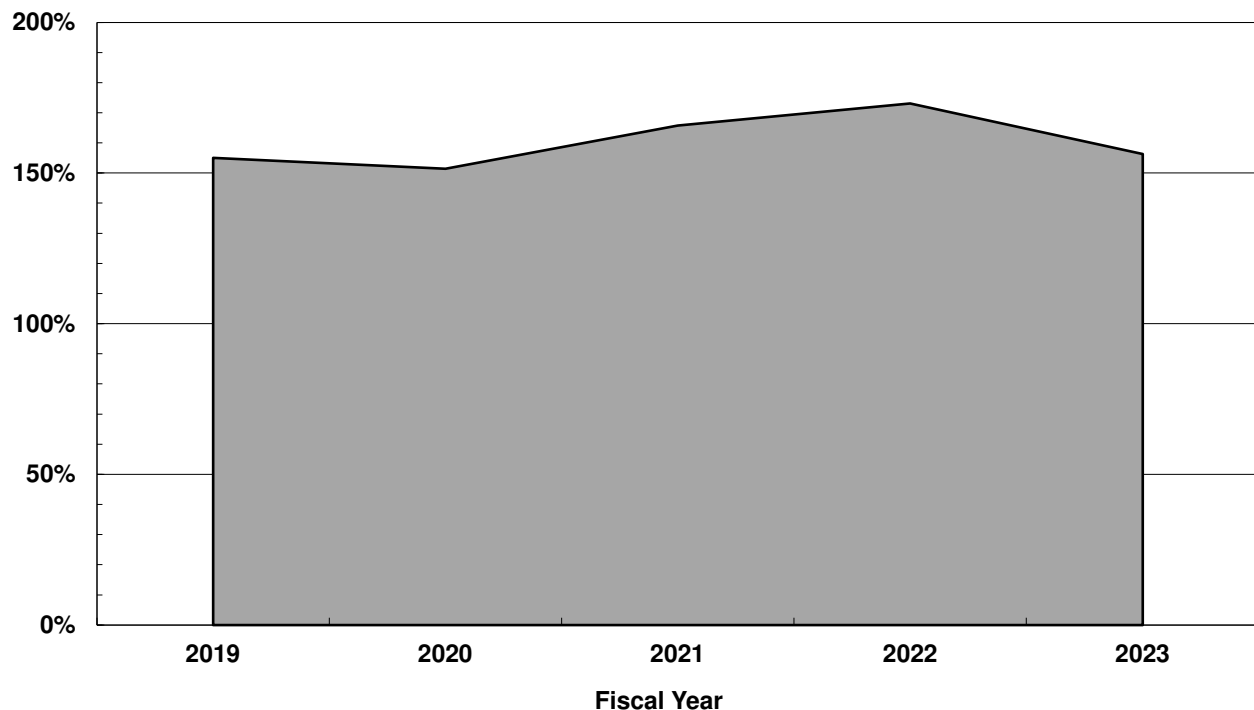
* excludes extraordinary income from storm events

Comment

As the operating revenues have increased so has the Fund Balance Policy reserve of 8% - 15%. The FY2024 Fund Balance represents 15% of the FY2025 operating budget. The County's Fund Balance policy outlines the potential uses of the unassigned fund balance. Committed Fund Balance are established reserves for upcoming expenditures.

Operating Position Indicator

General Fund Liquidity



Warning Trend: Decreasing amount of cash and short-term investments as a percentage of current liabilities.

Formula: $\frac{\text{Cash and Short-term Investments}}{\text{Current Liabilities}}$

Fiscal Year:	2019	2020	2021	2022	2023
Cash and Short Term Investments	\$267,319,805	\$290,504,816	\$327,614,367	\$414,548,257	\$445,200,410
Current Liabilities (excludes unearned revenues)	\$172,387,576	\$191,884,721	\$197,650,253	\$239,449,777	\$284,787,674
Cash and Short-term Investments as a percentage of Current Liabilities	155.1%	151.4%	165.8%	173.1%	156.3%

Description

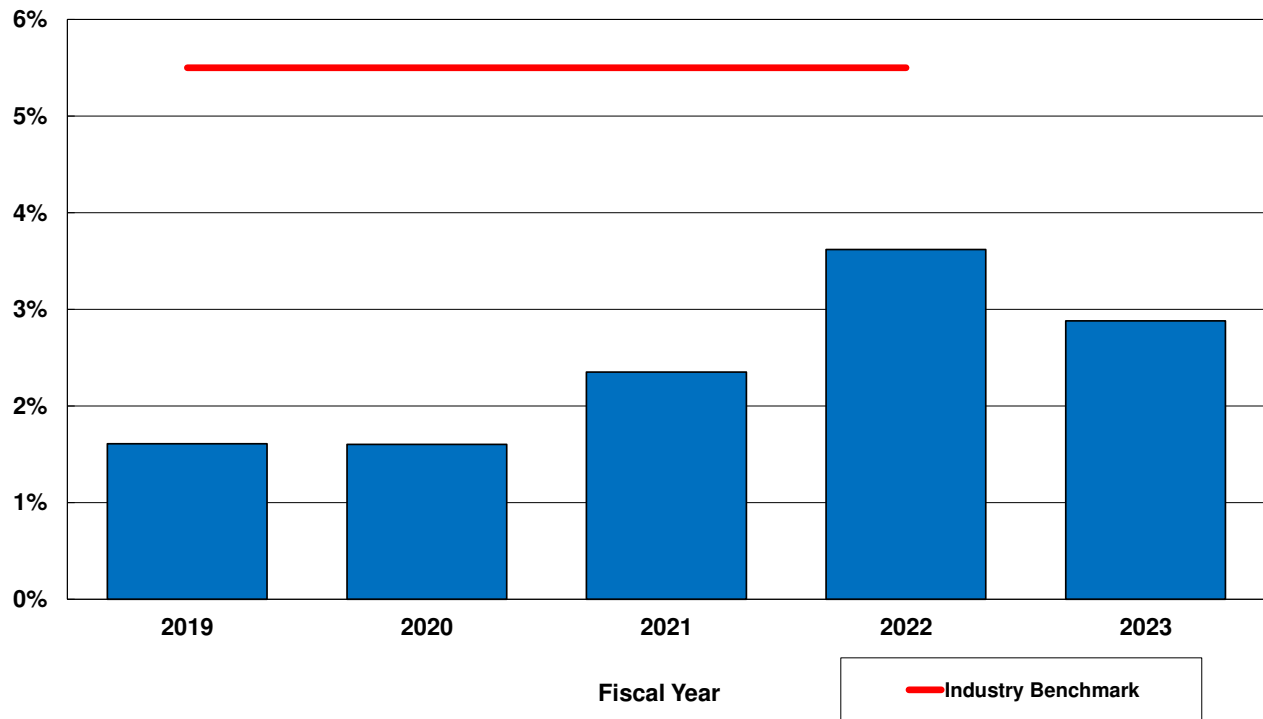
A good measure of a local government's short-term financial condition is its cash position. Cash position, which includes cash on hand and in the bank, as well as, other assets that can be easily converted to cash, determines a government's ability to pay its short-term obligations. Low or declining 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: $\frac{\text{Current liabilities}}{\text{Gross operating revenues}}$

Fiscal Year:	2019	2020	2021	2022	2023
Current liabilities *	\$6,580,107	\$6,747,598	\$10,716,413	\$18,136,155	\$14,104,325
Gross Operating Revenues	\$409,479,365	\$421,600,511	\$455,945,500	\$501,181,885	\$489,976,408
Current liabilities as a % of operating revenues	1.6%	1.6%	2.4%	3.6%	2.9%

* 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

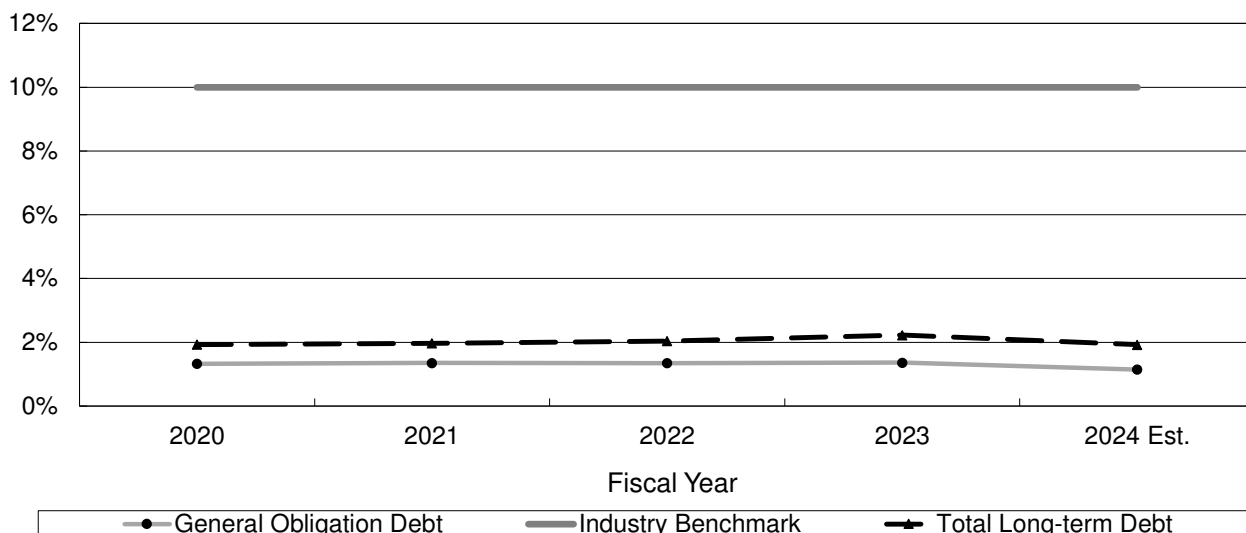
The credit industry considers the following situations negative factors: (1) Short-term debt outstanding at the end of the year exceeding 5 percent of operating revenues including tax anticipation notes (TAN's), but excluding bond anticipation notes (BAN's), and (2) a two-year trend of increasing short-term 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.

Debt Indicator

Long-Term Debt as a % of Property Value



Warning Trend: Increasing net direct long-term debt as a % of assessed valuation.

Formula: $\frac{\text{Long-Term Debt}}{\text{Assessed Valuation of Property}}$

Fiscal Year:	2020	2021	2022	2023	2024 Est.
General Obligation Long -Term Debt	\$250,394,959	\$264,310,985	\$273,427,676	\$292,909,890	\$260,995,079
Total Long-term Debt	\$363,900,000	\$385,115,000	\$415,495,000	\$478,635,000	\$439,140,000
Assessed Valuation	\$18,855,805,975	\$19,597,488,857	\$20,369,321,376	\$21,533,658,095	\$22,881,271,201
Debt as a % of Assessed Valuation:					
General Obligation Debt	1.3%	1.3%	1.3%	1.4%	1.1%
Total Debt Outstanding	1.9%	2.0%	2.0%	2.2%	1.9%
Increase/(decrease) from prior year:					
Ratio of General Obligation Debt to Assessed Value	-1.3%	1.6%	-0.5%	1.3%	-16.1%
Ratio of Total Debt to Assessed Value	2.5%	1.8%	3.8%	9.0%	-13.7%

Description

An increase in net direct bonded long-term debt as a percentage of assessed valuation can mean that the government's ability to repay is diminishing - especially when the government depends on property taxes to pay for its debt.

Comment

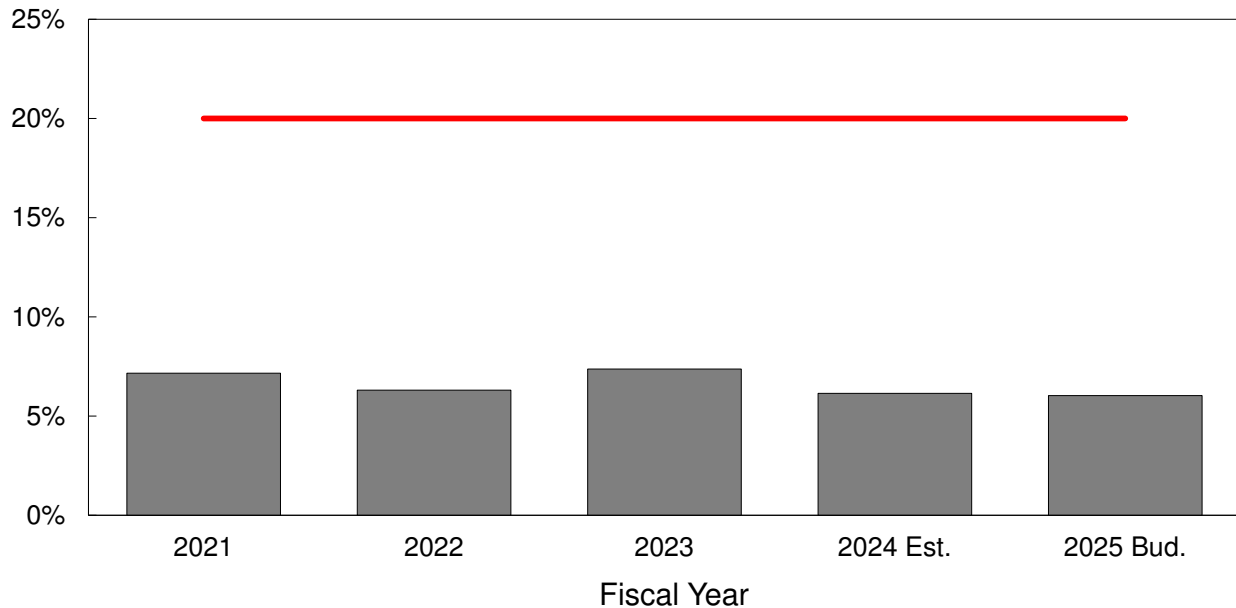
The County continues to be well below the industry benchmark for debt to assessed value ratios. The County's long range fiscal planning for capital project financing significantly contributes to the favorable debt ratios.

Credit Industry Benchmarks

- Overall net debt exceeding 10% of assessed valuation
- An increase of 20% over the previous year in overall net debt as a percentage of market valuation.

Debt Indicator

Debt Service as a % of Operating Revenues



Warning Trend: Increasing net direct bonded long-term debt as a percentage of net operating revenues.

Formula: $\frac{\text{Debt Service}}{\text{Operating Revenues}}$

Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
Debt Service	\$32,639,864	\$31,589,383	\$36,089,072	\$32,186,423	\$32,336,400
Operating Revenues	\$455,945,500	\$501,181,885	\$489,976,408	\$522,947,035	\$535,632,600
Net direct long-term debt service as a percentage of operating revenues	7.2%	6.3%	7.4%	6.2%	6.0%

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.

Comment

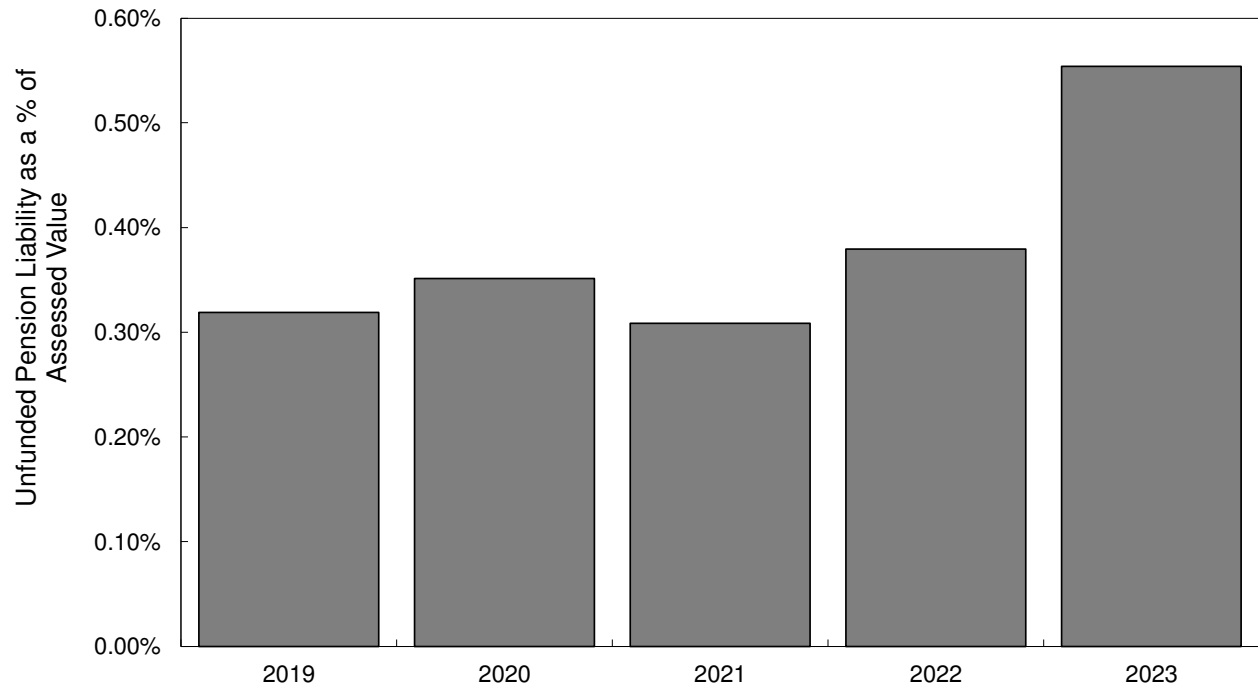
Debt service levels have been maintained through the years as a direct result of solid financial plans for both capital and operating budgets. The County's Debt Policy limits bonded debt service to 8% of operating revenues which provides a solid framework from which to make long-term financial decisions.

Credit Industry Benchmarks

- Debt service exceeding 20% of operating revenues is considered a potential problem.
- Debt service of 10% is considered acceptable.

Unfunded Liability Indicator

Unfunded Pension Liability as a Percentage of Assessed Value



Warning Trend: Increasing unfunded pension liability as a % of assessed valuation.

Formula: $\frac{\text{Unfunded Pension Liability}}{\text{Assessed Valuation}}$

Fiscal Year:	2019	2020	2021	2022	2023
Unfunded Pension Liability	\$57,965,734	\$66,240,544	\$60,438,187	\$77,252,227	\$119,292,742
Assessed Valuation	\$18,178,356,189	\$18,855,805,975	\$19,597,488,857	\$20,369,321,376	\$21,533,658,095
Unfunded Pension Liability as a % of Assessed Value	0.32%	0.35%	0.31%	0.38%	0.55%

Description

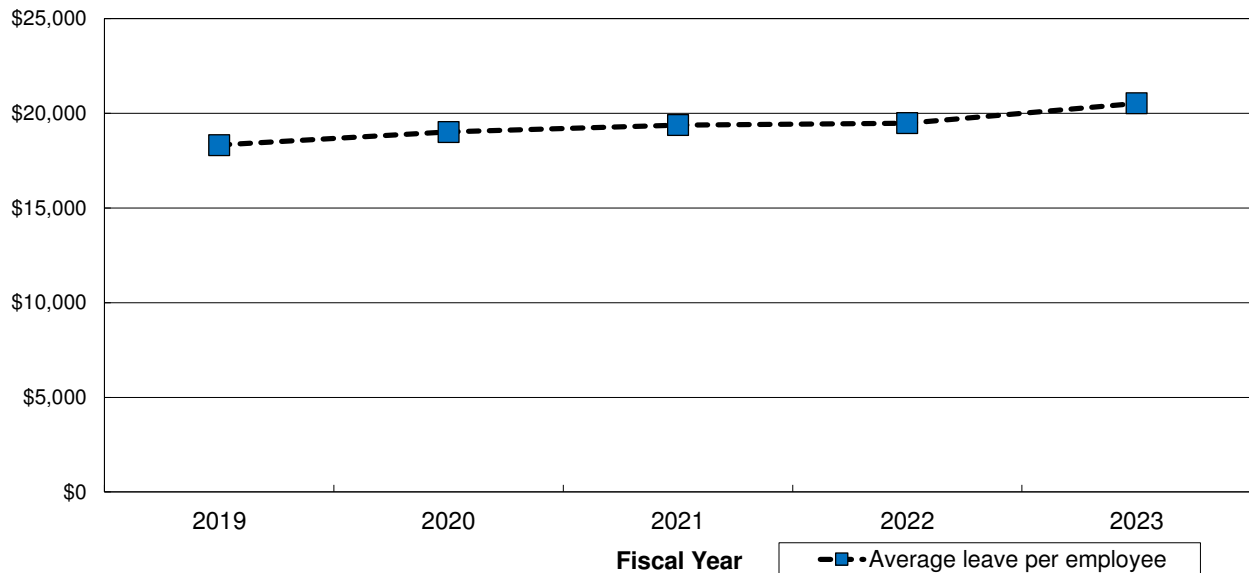
Growth in the unfunded liability for vested benefits places an increasing burden on the tax base. The significance of this burden in relation to the community's ability to pay can be measured by comparing the unfunded liability to changes in assessed valuation, as would be the case when property taxes are the primary revenue source.

Comment

The ratio of the unfunded pension liability to assessed property value is increasing due to 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:	2019	2020	2021	2022	2023
Accumulated Employee Leave*	\$22,397,795	\$23,908,273	\$24,792,551	\$26,151,765	\$28,599,417
% change over prior year	0.6%	6.7%	3.7%	5.5%	9.4%
Full-time Employees	1,222	1,257	1,279	1,343	1,393
Average leave per employee	\$18,329	\$19,020	\$19,378	\$19,480	\$20,528

* excludes employee sick leave which is not payable upon termination

Description

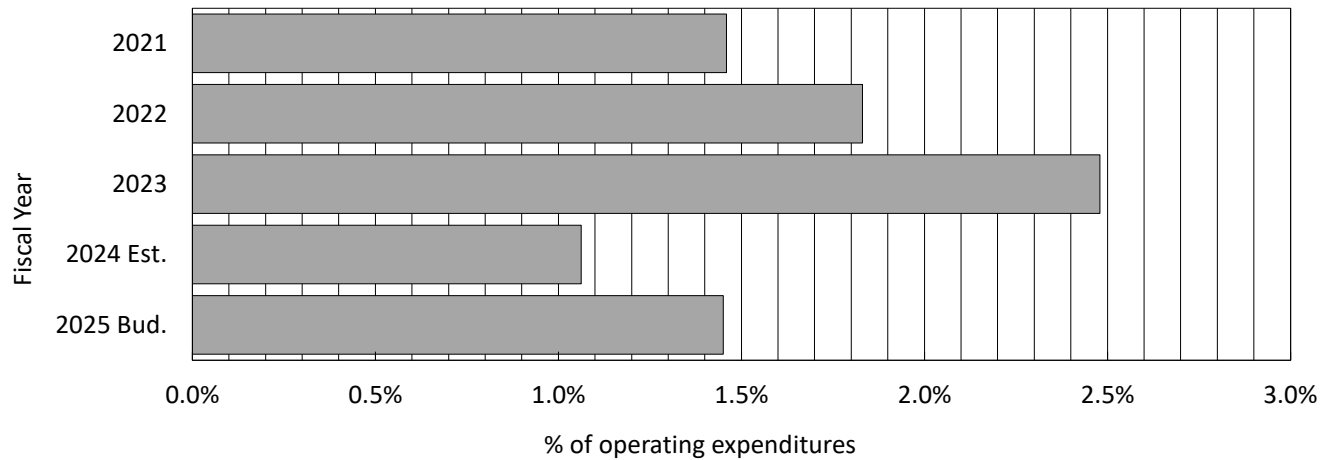
Local governments usually allow their employees to accumulate some portion of unused employee leave to be paid at termination or retirement. Although leave benefits initially represent only the opportunity cost of not having work performed, these benefits become a real cost when employees are actually 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:	2021	2022	2023	2024 Est.	2025 Bud.
Capital outlay purchases	\$3,803,796	\$6,123,769	\$9,929,809	\$3,332,300	\$3,864,000
Bank Financing agreements to purchase equipment	\$2,442,200	\$2,202,500	\$2,579,200	\$2,206,800	\$4,275,200
Operating expenditures and transfers	\$428,156,088	\$454,882,644	\$504,512,844	\$521,290,685	\$561,273,800
Capital purchases as a % of operating expenditures	1.5%	1.8%	2.5%	1.1%	1.5%

Description

Expenditures for operating equipment such as trucks and equipment drawn from the operating budget are usually referred to as "capital outlay." Capital outlay items normally include equipment that will last longer than one year and that has an initial cost above a significant minimum amount. Capital outlay does not include capital budget expenditures for construction of infrastructure such as streets, buildings, or bridges.

The purpose of capital outlay in the operating budget is to replace worn equipment or to add new equipment. The ratio of capital outlay to net operating expenditures is a rough indicator of whether the stock of equipment is being adequately replaced. Over a number of years, the relationship between capital outlay and operating expenditures is likely to remain about the same.

If this ratio declines in the short run (one to three years), it may mean that the local government's needs are temporarily satisfied, since most equipment lasts more than one year. A decline persisting over three or more years can indicate that capital outlay needs are being deferred, which can result in the use of inefficient or obsolete equipment. The use of capital leasing as a financing method could give the impression that capital expenditures are declining.

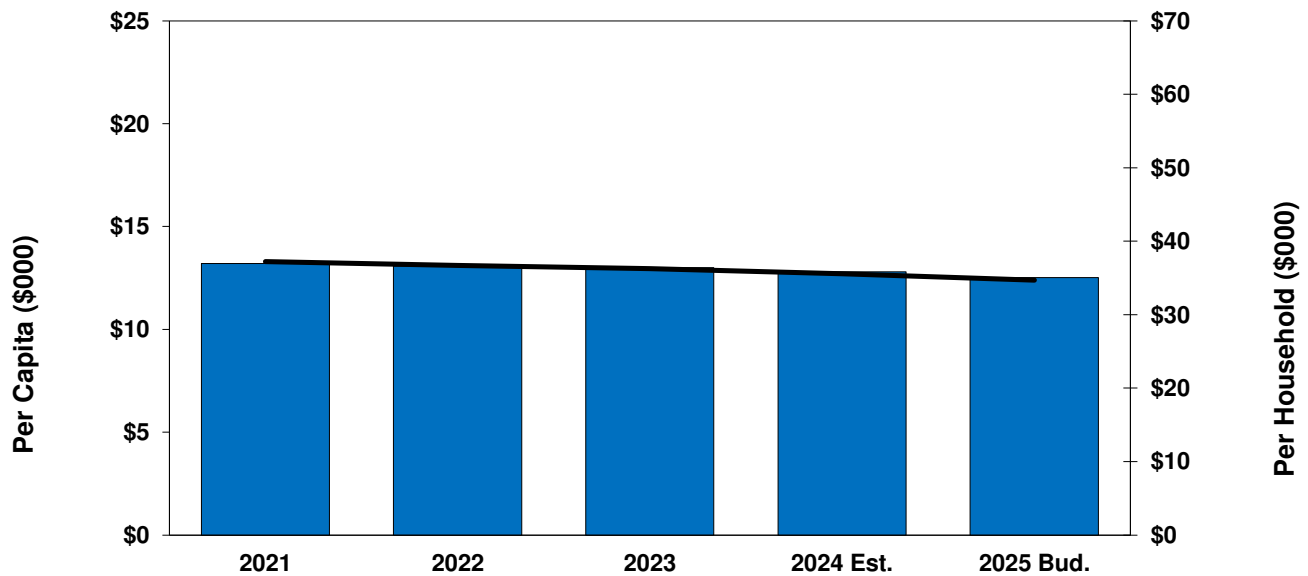
Comment

Capital Outlay requirements include equipment with a useful life of more than one year and in excess of \$5,000. The County supplements its annual capital outlay needs with capital lease agreements. These bank agreements finance purchases over a five year period.

The capital purchases are primarily for Public Safety and Public Works.

Community Needs & Resource Indicators

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: $\frac{\text{Personal Income in Constant Dollars}}{\text{Population/Households}}$

Fiscal Year:	2021	2022	2023	2024 Est.	2025 Bud.
Adjusted Gross Income	\$6,021,433,077	\$6,457,612,061	\$6,695,204,813	\$6,896,061,000	\$7,102,942,800
Consumer Price Index	2.736	2.925	3.029	3.135	3.266
Adjusted Gross Income (in constant dollars)	\$2,200,792,052	\$2,207,406,112	\$2,210,543,197	\$2,199,998,636	\$2,174,535,928
Population	166,617	168,698	170,102	171,973	173,617
Income per Capita (in constant dollars)	\$13,209	\$13,085	\$12,995	\$12,793	\$12,525
Households	59,107	60,108	60,921	61,881	62,630
Income per Household (in constant dollars)	\$37,234	\$36,724	\$36,285	\$35,552	\$34,720

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

	FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 ACTUAL	FY23 ACTUAL
Assets					
Cash	21,959,335	19,779,390	43,901,317	41,010,366	21,479,622
Short-term Investments	245,360,470	270,725,426	283,713,050	373,537,891	423,720,788
Total Liquid Assets	\$267,319,805	\$290,504,816	\$327,614,367	\$414,548,257	\$445,200,410
Property Tax Receivable	5,153,487	5,347,056	3,611,026	3,886,837	3,882,709
Accounts & Notes Receivable	45,039,381	59,260,971	70,870,974	93,041,959	89,015,078
Inventory	1,709,175	2,014,207	1,849,069	2,167,812	2,175,771
Other Assets	1,306,236	1,621,223	2,317,522	5,145,925	20,341,446
Total Other Assets	\$53,208,279	\$68,243,457	\$78,648,591	\$104,242,533	\$115,415,004
Total Assets	\$320,528,084	\$358,748,273	\$406,262,958	\$518,790,790	\$560,615,414
Liabilities					
Vouchers Payable	1,486,613	1,336,360	1,265,789	2,718,599	3,853,813
Accrued Expenditures	2,483,005	3,340,633	3,865,784	9,598,557	5,637,086
Unearned Revenues	112,324	13,934	51,757	43,238	167,377
Due to other funds	164,732,117	183,991,780	185,496,138	220,121,649	269,132,930
Other Liabilities	2,610,489	2,070,605	5,584,840	5,818,999	4,613,426
Payable from restricted assets	1,075,352	1,145,343	1,437,702	1,191,973	1,550,420
Total Liabilities	\$172,499,900	\$191,898,655	\$197,702,010	\$239,493,015	\$284,955,051
Deferred Inflows of Resources¹					
Unavailable Revenue	39,177,258	46,755,033	55,995,691	77,761,475	80,132,327
Fund Equity					
Nonspendable Fund Balance	1,835,020	2,508,902	2,724,503	2,485,410	5,610,370
Restricted Fund Balance	96,114	110,670	125,131	139,469	158,841
Committed Fund Balance	92,542,994	107,865,627	138,751,719	185,677,785	175,450,234
Assigned Fund Balance	6,516,854	8,017,227	8,654,804	9,558,227	10,240,398
Unassigned Fund Balance	7,859,944	1,592,159	2,309,099	3,675,406	4,068,193
Total Fund Balance	\$108,850,926	\$120,094,585	\$152,565,256	\$201,536,298	\$195,528,036
Total Liabilities & Fund Equity	\$320,528,084	\$358,748,273	\$406,262,958	\$518,790,790	\$560,615,414

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

	FY21 ACTUAL	FY22 ACTUAL	FY23 ACTUAL	FY24 ESTIMATE	FY25 BUDGET
Revenues					
Property Tax	243,159,148	248,087,176	254,569,397	267,881,788	287,725,800
Income Tax	159,808,519	171,197,766	165,720,600	173,607,605	169,000,000
Local Tax	33,186,451	56,315,986	30,118,027	31,219,691	28,430,000
Licenses & Permits	1,078,733	1,074,019	1,134,041	1,224,602	1,094,800
Charges for Services	8,561,322	9,755,639	10,735,154	12,517,709	15,079,500
Interest	465,906	626,477	13,576,296	23,238,903	20,000,000
Miscellaneous	5,314,352	9,517,839	8,315,498	7,601,787	8,048,600
Total Local Operating	\$451,574,431	\$496,574,903	\$484,169,013	\$517,292,085	\$529,378,700
Highway User Tax	2,190,830	2,298,400	2,336,076	2,910,982	3,410,000
Intergovernmental	2,180,239	2,308,582	3,471,319	2,743,968	2,843,900
Total Non-Local Operating	\$4,371,069	\$4,606,982	\$5,807,395	\$5,654,950	\$6,253,900
Gross Operating Revenues	\$455,945,500	\$501,181,885	\$489,976,408	\$522,947,035	\$535,632,600
Expenditures					
Salaries & Wages	93,205,124	102,793,844	101,014,536	121,768,129	135,723,100
Fringe Benefits	40,513,089	44,045,338	47,040,461	50,970,413	60,535,100
Supplies	5,903,384	6,886,796	7,038,015	7,732,080	8,686,300
Other Services & Charges	24,393,281	27,279,881	28,593,107	33,459,524	39,883,900
Capital Outlay	3,803,796	6,123,769	9,929,809	3,332,300	3,864,000
Debt Service	32,639,864	31,589,383	36,089,072	32,186,423	32,336,400
Agency Funding	4,316,927	5,139,282	9,701,921	5,879,785	5,930,000
Education	210,035,968	215,191,600	234,939,774	234,939,774	248,443,500
Total Operating Expenditures	\$414,811,433	\$439,049,894	\$474,346,695	\$490,268,428	\$535,402,300
Excess / (Deficiency) Revenues over Expenditures	<u>\$41,134,066</u>	<u>\$62,131,991</u>	<u>\$15,629,713</u>	<u>\$32,678,607</u>	<u>\$230,300</u>

Income Statement - Cont'd

	FY21 ACTUAL	FY22 ACTUAL	FY23 ACTUAL	FY24 ESTIMATE	FY25 BUDGET
Other Financing Sources/(Uses)					
Operating Transfers In	2,731,376	2,671,800	8,528,175	1,652,015	700,000
Bond Premium	1,196,131	0	0	0	0
Refunded Debt Proceeds	753,754	0	0	0	0
TRANSFERS OUT:					
Capital Project Fund	(3,105,580)	(5,079,378)	(19,288,690)	(17,765,600)	(11,142,000)
Special Revenue Fund	(5,872,650)	(5,269,683)	(5,290,985)	(7,186,782)	(7,879,500)
Trust & Agency Fund	(2,994,525)	(4,700,000)	(5,375,000)	(5,950,000)	(6,700,000)
Enterprise Fund	(1,371,900)	(783,689)	(211,474)	(119,875)	(150,000)
Excess (Deficiency) Revenues over Expenditures & Other Uses	\$32,470,671	\$48,971,041	(\$6,008,261)	\$3,308,365	(\$24,941,200)
Fund Balance					
Beginning Balance	120,094,585	152,565,256	201,536,297	195,528,036	198,836,401
Ending Balance	\$152,565,256	\$201,536,297	\$195,528,036	\$198,836,401	\$173,895,201

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 FY2024, 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 \$116,958,100 in authority for future issues generally designated as follows:

Public Facilities	\$108,720,100
Detention Center Facilities	3,180,000
Landfill Facilities	5,058,000
Total	\$116,958,100

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:

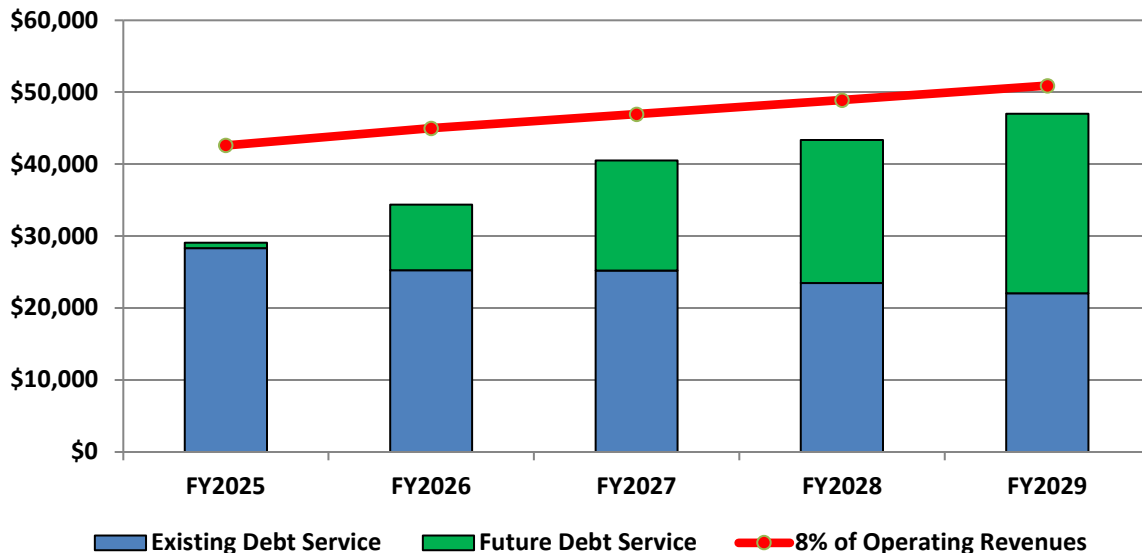
	Market Value*	Outstanding Principal Amount**	% of Market Value
Waldorf Special Taxing District	\$10,247,687,377	\$42,495,509	0.41%
Mattawoman Special Taxing District	5,900,445,767	86,369,390	1.46%
Special Taxing District Number Three	8,565,103,771	20,015,356	0.23%
Total	\$24,713,236,915	\$148,880,255	0.60%

*As of July 1, 2024

**As of June 30, 2024

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
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal + Interest</u>		
2026	\$36,160,000	\$14,556,155	\$50,716,155	\$362,670,000	90.9%
2027	37,135,000	12,916,505	50,051,505	325,535,000	81.6%
2028	35,560,000	11,242,655	46,802,655	289,975,000	72.7%
2029	32,575,000	9,891,036	42,466,036	257,400,000	64.5%
2030	27,825,000	8,639,768	36,464,768	229,575,000	57.6%
2031	26,720,000	7,506,133	34,226,133	202,855,000	50.9%
2032	24,345,000	6,452,480	30,797,480	178,510,000	44.8%
2033	22,510,000	5,538,676	28,048,676	156,000,000	39.1%
2034	20,500,000	4,787,928	25,287,928	135,500,000	34.0%
2035	17,155,000	4,196,218	21,351,218	118,345,000	29.7%
2036	14,810,000	3,703,609	18,513,609	103,535,000	26.0%
2037	12,910,000	3,254,001	16,164,001	90,625,000	22.7%
2038	10,250,000	2,832,683	13,082,683	80,375,000	20.2%
2039	8,385,000	2,479,159	10,864,159	71,990,000	18.1%
2040	5,805,000	2,240,895	8,045,895	66,185,000	16.6%
2041	5,905,000	2,067,154	7,972,154	60,280,000	15.1%
2042	5,895,000	1,891,253	7,786,253	54,385,000	13.6%
2043	5,950,000	1,711,008	7,661,008	48,435,000	12.1%
2044	5,985,000	1,524,586	7,509,586	42,450,000	10.6%
2045	5,975,000	1,335,144	7,310,144	36,475,000	9.1%
2046	5,755,000	1,147,236	6,902,236	30,720,000	7.7%
2047	5,765,000	959,350	6,724,350	24,955,000	6.3%
2048	5,555,000	773,316	6,328,316	19,400,000	4.9%
2049	5,205,000	594,788	5,799,788	14,195,000	3.6%
2050	4,495,000	435,003	4,930,003	9,700,000	2.4%
2051	3,645,000	300,872	3,945,872	6,055,000	1.5%
2052	3,175,000	182,325	3,357,325	2,880,000	0.7%
2053	2,000,000	81,344	2,081,344	880,000	0.2%
2054	880,000	18,700	898,700	0	0.0%
	<u>\$398,830,000</u>	<u>\$113,259,979</u>	<u>\$512,089,979</u>		

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 2024 Bond Issue is unknown at this time and is not included in this schedule. The FY2025 Capital Asset Financing is being estimated as the bank financing hasn't been secured. The Principle Outstanding reflects the amount outstanding at the end of FY2025.

FY2025 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-25 PRINCIPAL	FY-25 INTEREST	FY-25 TOTAL	PRINCIPAL OUTSTANDING
GENERAL FUND						
2014 Public Improvement Bond	2030	3.000-5.000	154,885	30,064	184,949	873,046
2015 PIB refunding	2029	2.000-4.000	173,949	31,848	205,797	769,231
2015 Public Improvement Bond	2031	3.000-5.000	380,566	14,210	394,776	400,662
2016 Public Improvement Bond	2027	3.000-5.000	430,115	150,318	580,434	3,647,744
2017 Public Improvement Bond	2028	3.000-5.000	227,843	80,903	308,746	2,195,776
2017 Public Improvement Bond	2048	2.250-5.000	24,000	28,068	52,068	854,000
2017 PIB refunding	2044	2.000-5.300	625,414	97,198	722,612	1,438,677
2018 Public Improvement Bond	2034	3.375-5.000	619,138	336,321	955,459	7,168,966
2019 Public Improvement Bond	2035	2.500-5.000	620,469	376,896	997,365	8,182,969
2020 Public Improvement Bond	2036	1.750-4.000	404,384	172,357	576,741	5,997,201
2020 PIB refunding	2031	2.000-2.450	120,988	60,496	181,484	2,417,185
2021 Public Improvement Bond	2037	1.500-5.000	570,429	353,371	923,800	9,368,857
2022 Public Improvement Bond	2038	5.000-5.000	375,818	362,700	738,518	7,066,091
2023 Public Improvement Bond	2039	5.000-5.000	619,138	659,522	1,278,659	12,880,862
Subtotal Board of Education			\$5,347,136	\$2,754,272	\$8,101,408	\$63,261,267
2014 Public Improvement Bond	2030	3.000-5.000	223,879	43,455	267,335	1,261,948
2015 Public Improvement Bond	2031	3.000-5.000	138,388	5,167	143,555	145,695
2016 Public Improvement Bond	2032	2.250-5.000	13,056	4,563	17,618	110,722
2017 Public Improvement Bond	2033	2.250-5.000	6,375	2,264	8,639	61,438
2017 PIB refunding	2044	2.000-5.300	504,973	61,657	566,631	782,014
2018 Public Improvement Bond	2034	3.375-5.000	58,966	32,031	90,996	682,759
2019 Public Improvement bond	2035	2.500-5.000	56,406	34,263	90,670	743,906
2020 Public Improvement Bond	2036	1.750-4.000	26,959	11,490	38,449	399,813
2020 PIB refunding	2031	2.000-2.450	41,579	21,905	63,483	875,480
2021 Public Improvement Bond	2037	1.500-5.000	274,843	170,261	445,103	4,514,086
2022 Public Improvement Bond	2038	5.000-5.000	120,455	116,250	236,705	2,264,773
2023 Public Improvement Bond	2039	5.000-5.000	9,172	9,771	18,943	190,828
Subtotal College of Southern MD			\$1,475,050	\$513,077	\$1,988,127	\$12,033,462
2014 Public Improvement Bond	2030	3.000-5.000	46,395	9,005	55,401	261,517
2015 PIB refunding	2029	2.000-4.000	372,419	68,186	440,605	1,646,902
2015 Public Improvement Bond	2031	3.000-5.000	26,640	995	27,634	28,046
2017 Public Improvement Bond	2033	2.250-5.000	60,308	21,414	81,722	581,199
2017 PIB refunding	2044	2.000-5.300	27,605	3,234	30,839	46,306
2018 Public Improvement Bond	2034	3.375-5.000	59,260	32,191	91,451	686,172
2019 Public Improvement bond	2035	2.500-5.000	391,911	238,061	629,972	5,168,661
2020 Public Improvement Bond	2036	1.750-4.000	252,444	107,596	360,040	3,743,853
2020 PIB refunding	2031	2.000-2.450	1,676	3,970	5,646	159,376
2021 Public Improvement Bond	2037	1.500-5.000	506,644	313,858	820,502	8,321,249
2022 Public Improvement Bond	2038	5.000-5.000	63,600	61,380	124,980	1,195,800
2023 Public Improvement Bond	2039	5.000-5.000	7,980	8,501	16,481	166,020
Subtotal Public Safety			\$1,816,882	\$868,391	\$2,685,273	\$22,005,100

FY2025 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-25 PRINCIPAL	FY-25 INTEREST	FY-25 TOTAL	PRINCIPAL OUTSTANDING
2014 Public Improvement Bond	2030	3.000-5.000	165,164	32,059	197,222	930,984
2015 Public Improvement Bond	2031	3.000-5.000	957,262	175,265	1,132,526	4,233,173
2015 Taxable Bond	2031	3.000-3.450	193,259	7,216	200,475	203,464
2016 Public Improvement Bond	2027	3.000-5.000	0	0	0	0
2016 Public Improvement Bond	2032	2.250-5.000	9,316	1,241	10,557	20,160
2017 Public Improvement Bond	2028	3.000-5.000	203,406	71,087	274,493	1,725,052
2017 Public Improvement Bond	2033	2.250-5.000	7,900	1,508	9,408	26,215
2017 PIB refunding	2044	2.000-5.300	300,008	106,528	406,536	2,891,249
2018 Public Improvement Bond	2034	3.375-5.000	1,290,391	144,197	1,434,588	1,963,266
2019 Public Improvement Bond	2035	2.500-5.000	271,241	147,341	418,582	3,140,690
2020 Public Improvement Bond	2036	1.750-4.000	211,636	128,556	340,192	2,791,136
2020 PIB refunding	2031	2.000-2.450	108,806	46,375	155,182	1,613,647
2020 PIB refunding	2031	2.000-2.000	175,950	35,179	211,129	1,393,145
2021 Public Improvement Bond	2037	1.500-5.000	191,092	26,880	217,972	1,248,468
2022 Public Improvement Bond	2038	5.000-5.000	151,941	94,125	246,067	2,495,523
2022 Public Improvement Bond	2038	5.000-5.000	109,855	106,020	215,875	2,065,473
2023 Public Improvement Bond	2039	5.000-5.000	81,451	86,764	168,215	1,694,549
Subtotal General Government			\$4,428,676	\$1,210,341	\$5,639,017	\$28,436,193
2013 Public Improvement Bond	2029	3.000-5.000	0	0	0	0
2014 Public Improvement Bond	2030	3.000-5.000	331,947	64,432	396,378	1,871,096
2015 PIB refunding	2029	2.000-4.000	229,818	42,077	271,895	1,016,293
2015 Public Improvement Bond	2031	3.000-5.000	482,697	18,024	500,720	508,185
2015 Public Improvement Bond	2026	3.000-5.000	2,814	131	2,945	2,959
2016 Public Improvement Bond	2027	3.000-5.000	1,109	148	1,257	2,400
2016 Public Improvement Bond	2032	2.250-5.000	274,493	95,931	370,424	2,327,935
2016 Public Improvement Bond	2037	2.250-5.000	45,000	26,756	71,756	700,000
2017 Public Improvement Bond	2033	2.250-5.000	484,500	172,039	656,539	4,669,250
2017 Public Improvement Bond	2038	2.250-5.000	85,000	49,728	134,728	1,470,000
2017 PIB refunding	2044	2.000-5.300	3,185,732	389,483	3,575,216	5,713,953
2018 Public Improvement Bond	2034	3.375-5.000	318,119	172,805	490,924	3,683,483
2018 Public Improvement Bond	2039	3.375-5.000	40,000	33,794	73,794	790,000
2019 Public Improvement Bond	2035	2.500-5.000	282,031	171,316	453,348	3,719,531
2019 Public Improvement Bond	2040	2.500-5.000	40,000	31,344	71,344	825,000
2020 Public Improvement Bond	2036	1.750-4.000	307,332	130,991	438,323	4,557,873
2020 Public Improvement Bond	2041	1.250-4.000	110,000	65,994	175,994	2,590,000
2020 Public Improvement Bond	2031	2.000-2.450	956,637	108,001	1,064,638	4,227,782
2021 Public Improvement Bond	2037	1.500-5.000	207,429	128,499	335,927	3,406,857
2021 Public Improvement Bond	2042	1.500-5.000	70,000	56,194	126,194	1,795,000
2022 Public Improvement Bond	2038	5.000-5.000	57,818	55,800	113,618	1,087,091
2022 Public Improvement Bond	2043	4.000-5.000	65,000	88,525	153,525	1,875,000
2023 Public Improvement Bond	2039	5.000-5.000	208,672	222,283	430,956	4,341,328
Subtotal Roads			\$7,786,148	\$2,124,293	\$9,910,441	\$51,181,016
TOTAL GENERAL FUND BONDS			\$20,853,891	\$7,470,375	\$28,324,266	\$176,917,040
2020 Capital Asset Financing	2025	1.949	300,936	2,932	303,868	0
2021 Capital Asset Financing	2026	0.940	467,993	5,414	473,407	231,411
2021 Energy Conservation Lease	2034	1.915	366,795	84,138	450,932	4,118,077
2022 Capital Asset Financing	2027	0.776	452,901	7,960	460,861	679,737
2023 Capital Asset Financing	2028	0.028	508,381	47,712	556,092	1,334,087
2024 Capital Asset Financing	2029	4.212	442,973	85,785	528,758	1,704,166
2025 Capital Asset Financing Est.	2030	TBD	385,998	96,192	482,190	3,889,202
TOTAL GENERAL FUND OTHER OBLIGATIONS			\$2,925,976	\$330,132	\$3,256,108	\$11,956,680
TOTAL GENERAL FUND DEBT			\$23,779,867	\$7,800,507	\$31,580,374	\$188,873,720

FY2025 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-25 PRINCIPAL	FY-25 INTEREST	FY-25 TOTAL	PRINCIPAL OUTSTANDING
DEBT SERVICE FUND						
2014 Excise Tax Bond	2025	4.000-5.000	1,635,000	40,875	1,675,875	0
2015 Excise Tax Bond	2026	3.000-5.000	586,207	27,284	613,491	616,379
2016 Excise Tax Bond	2027	3.000-5.000	525,820	70,038	595,858	1,137,840
2017 Excise Tax Bond	2028	3.000-5.000	2,127,101	406,117	2,533,217	7,058,786
2018 Excise Tax Bond	2030	5.000-5.000	1,515,000	381,375	1,896,375	6,870,000
2019 Excise Tax Bond	2031	4.000-4.000	580,000	183,000	763,000	3,370,000
2020 Excise Tax Bond	2023	2.000-2.000	874,000	267,710	1,141,710	6,255,750
2021 Excise Tax Bond	2032	5.000-5.000	525,000	238,125	763,125	4,500,000
2022 Excise Tax Bond	2033	5.000-5.000	500,000	263,750	763,750	5,025,000
2023 Excise Tax Bond	2034	5.000-5.000	830,455	504,239	1,334,693	9,669,545
Subtotal Excise Tax			\$9,698,582	\$2,382,512	\$12,081,094	\$44,503,300
2015 Public Improvement Bond	2031	3.000-5.000	84,209	3,144	87,353	88,656
2020 Public Improvement Bond	2031	2.000-2.450	5,298	12,550	17,848	503,793
2020 Taxable refunding	2031	2.000-2.000	918,908	67,920	986,828	2,936,532
Subtotal U.S. Home Corporation			\$1,008,415	\$83,614	\$1,092,029	\$3,528,980
TOTAL DEBT SERVICE FUND DEBT			\$10,706,996	\$2,466,127	\$13,173,123	\$48,032,280
INSPECTION & REVIEW						
2020 Capital Asset Financing	2025	1.949	19,057	186	19,242	0
2023 Capital Asset Financing	2028	0.028	19,711	1,850	21,561	51,725
2024 Capital Asset Financing	2029	4.210	22,507	4,359	26,866	86,586
TOTAL INSPECTION & REVIEW DEBT			\$61,274	\$6,394	\$67,668	\$138,312
SOLID WASTE FUND						
2014 Public Improvement Bond	2030	3.000-5.000	28,161	5,466	33,627	158,736
2015 Public Improvement Bond	2031	3.000-5.000	6,919	258	7,178	7,285
2016 Public Improvement Bond	2032	2.250-5.000	6,463	2,259	8,721	54,808
2018 Public Improvement Bond	2034	3.375-5.000	23,586	12,812	36,398	273,103
2019 Public Improvement Bond	2035	2.500-5.000	16,922	10,279	27,201	223,172
2020 Public Improvement Bond	2036	1.750-4.000	13,479	5,745	19,225	199,907
2020 PIB Refunding Tax Exempt	2031	2.000-2.450	435	1,031	1,467	41,396
TOTAL SOLID WASTE BONDS			\$95,965	\$37,851	\$133,816	\$958,407
2020 Capital Asset Financing	2025	1.949	13,574	132	13,707	0
2021 Capital Asset Financing	2026	0.940	38,652	455	39,107	19,462
2022 Capital Asset Financing	2027	0.776	60,051	1,055	61,106	90,953
TOTAL SOLID WASTE OTHER OBLIGATIONS			\$112,277	\$1,644	\$113,921	\$110,415
TOTAL SOLID WASTE FUND DEBT			\$208,242	\$39,495	\$247,737	\$1,068,822

FY2025 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-25 PRINCIPAL	FY-25 INTEREST	FY-25 TOTAL	PRINCIPAL OUTSTANDING
ENVIRONMENTAL SERVICE						
2015 PIB refunding	2029	2.000-4.000	3,811	698	4,509	16,854
2016 Public Improvement Bond	2032	2.250-5.000	4,961	1,734	6,695	42,074
2020 Public Improvement Bond	2036	1.750-4.000	2,696	1,149	3,845	39,981
TOTAL ENVIRONMENTAL SERVICE BONDS			\$11,468	\$3,581	\$15,049	\$98,909
2020 Capital Asset Financing	2025	1.949	5,743	56	5,799	0
2021 Capital Asset Financing	2026	0.940	50,546	595	51,141	25,451
2023 Capital Asset Financing	2028	0.028	8,870	832	9,702	23,276
TOTAL ENVIRONMENTAL SERVICE OTHER OBLIGATION			\$65,159	\$1,483	\$66,642	\$48,727
TOTAL ENVIRONMENTAL SERVICE DEBT			\$76,627	\$5,065	\$81,692	\$147,636
WATERSHED PROTECTION AND RESTORATION FUND (WPRF)						
2014 Public Improvement Bond	2045	3.000-5.000	76,974	30,760	107,734	961,184
2015 PIB refunding	2029	2.000-4.000	29,408	5,384	34,793	130,048
2015 Public Improvement Bond	2046	3.000-5.000	50,000	9,701	59,701	52,632
2016 Public Improvement Bond	2047	2.250-5.000	116,088	149,455	265,543	4,053,406
2016 Public Improvement Bond	2032	2.250-5.000	2,807	981	3,788	23,805
2017 Public Improvement Bond	2033	2.250-5.000	2,231	792	3,024	21,503
2017 Public Improvement Bond	2048	2.250-5.000	114,360	133,742	248,102	4,069,310
2017 PIB refunding	2044	2.000-5.300	235,051	35,265	270,316	1,572,382
2018 Public Improvement Bond	2039	3.375-5.000	103,333	182,871	286,204	4,441,667
2019 Public Improvement Bond	2050	3.375-5.000	126,316	177,381	303,697	5,426,842
2020 Public Improvement Bond	2036	1.750-4.000	5,446	2,321	7,767	80,762
2020 Public Improvement Bond	2051	1.250-4.000	77,315	81,283	158,598	3,410,963
2020 PIB Refunding Tax Exempt	2046	2.000-2.450	54,986	47,851	102,837	3,215,149
2021 Public Improvement Bond	2052	1.500-5.000	71,944	90,725	162,669	3,293,889
2022 Public Improvement Bond	2038	5.000-5.000	2,891	2,790	5,681	54,355
2022 Public Improvement Bond	2053	4.000-5.000	97,500	264,484	361,984	5,809,500
2023 Public Improvement Bond	2039	5.000-5.000	9,172	9,771	18,943	190,828
2023 Public Improvement Bond	2054	4.000-5.000	1,533	4,447	5,980	98,467
TOTAL WPRF BONDS			\$1,177,357	\$1,230,002	\$2,407,359	\$36,906,691
WATERSHED PROTECTION AND RESTORATION FUND (WPRF)						
2020 Capital Asset Financing	2025	1.949	7,623	74	7,697	0
2022 Capital Asset Financing	2027	0.776	85,325	1,500	86,825	123,491
2025 Capital Asset Financing Est.	2030	TBD	21,126	5,265	26,391	212,874
TOTAL WPRF OTHER OBLIGATIONS			\$114,074	\$6,839	\$120,913	\$336,365
TOTAL WPRF DEBT			\$1,291,431	\$1,236,841	\$2,528,272	\$37,243,056

FY2025 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-25 PRINCIPAL	FY-25 INTEREST	FY-25 TOTAL	PRINCIPAL OUTSTANDING
<u>WATER & SEWER</u>						
2014 Public Improvement Bond	2029	3.000-5.000	274,569	53,294	327,863	1,547,672
2014 Public Improvement Bond	2024	3.000-5.000	118,026	47,165	165,191	1,473,816
2015 Public Improvement Bond	2044	3.000-5.000	353,333	64,692	418,025	1,562,500
2015 Public Improvement Bond	2030	3.000-5.000	90,979	4,235	95,214	95,662
2015 Public Improvement Bond	2045	3.000-5.000	202,323	7,555	209,877	213,007
2015 Public Improvement Bond	2029	2.000-4.000	45,000	8,730	53,730	47,368
2016 Public Improvement Bond	2026	3.000-5.000	73,755	9,824	83,578	159,600
2016 Public Improvement Bond	2046	3.000-5.000	63,912	82,282	146,194	2,231,594
2016 Public Improvement Bond	2031	3.000-5.000	239,700	83,771	323,471	2,032,860
2017 Public Improvement Bond	2027	3.000-5.000	448,736	159,339	608,076	4,324,586
2017 Public Improvement Bond	2047	2.250-5.000	101,640	118,866	220,506	3,616,690
2017 Pub. Improv. Bonds	2032	2.250-5.000	1,995,833	210,486	2,206,319	5,928,401
2018 Public Improvement Bond	2033	2.250-5.000	359,690	195,387	555,076	4,164,828
2018 Public Improvement Bond	2048	2.250-5.000	206,667	365,742	572,408	8,883,333
2019 Public Improvement Bond	2044	2.000-5.300	225,625	137,053	362,678	2,975,625
2019 Public Improvement Bond	2034	3.375-5.000	273,684	384,325	658,010	11,758,158
2020 Public Improvement Bond	2039	3.375-5.000	46,000	14,090	60,090	329,250
2020 Public Improvement Bond	2035	2.500-5.000	323,454	137,862	461,316	4,796,962
2020 Public Improvement Bond	2050	3.375-5.000	177,685	186,804	364,489	7,839,037
2020 PIB Refunding Tax Exempt	2031	4.000-4.000	37,452	93,681	131,132	5,026,693
2021 Public Improvement Bond	2036	1.750-4.000	103,714	64,249	167,964	1,703,429
2021 Public Improvement Bond	2051	1.250-4.000	483,056	609,150	1,092,206	22,116,111
2022 Public Improvement Bond	2046	2.000-2.450	329,564	318,060	647,624	6,196,418
2022 Public Improvement Bond	2037	1.500-5.000	227,500	617,129	844,629	13,555,500
2023 Public Improvement Bond	2052	1.500-5.000	39,545	24,011	63,557	460,455
2023 Public Improvement Bond	2038	5.000-5.000	394,414	420,140	814,553	8,205,586
2023 Public Improvement Bond	2053	4.000-5.000	228,467	662,572	891,039	14,671,533
TOTAL WATER & SEWER BONDS			\$7,464,321	\$5,080,495	\$12,544,816	\$135,916,673
Revolving Loan (BNR)	2026	1.200	815,260	19,684	834,944	825,043
2020 Capital Asset Financing	2025	1.949	59,801	583	60,384	0
2021 Capital Asset Financing	2026	2.000	494,513	5,818	500,331	248,684
2022 Capital Asset Financing	2027	0.776	66,252	1,164	67,416	100,345
2023 Capital Asset Financing	2028	0.028	190,840	17,910	208,750	500,800
2024 Capital Asset Financing	2029	4.210	339,291	65,706	404,997	1,305,291
2025 Capital Asset Financing Est.	2030	TBD	109,672	27,331	137,003	1,105,028
TOTAL WATER & SEWER OTHER OBLIGATIONS			\$2,075,630	\$138,196	\$2,213,826	\$4,085,192
TOTAL WATER & SEWER DEBT			\$9,539,951	\$5,218,691	\$14,758,642	\$140,001,865
<u>TOTAL ALL FUNDS</u>						
TOTAL BONDS - EXISTING			\$40,310,001	\$16,288,430	\$56,598,430	\$398,830,000
TOTAL OTHER OBLIGATIONS			5,354,390	484,688	5,839,077	16,675,690
TOTAL DEBT SERVICE OBLIGATIONS			\$45,664,391	\$16,773,118	\$5,839,077	\$415,505,690

The size of pending 2024 Bond Issue is unknown at this time and is not included in this schedule.

Note: Numbers may be off slightly due to rounding.

Debt Ratios

The table below shows trends for the County for the eight most recent fiscal years ended 2023, in various debt and property value ratios, and an estimate for the fiscal year ending June 30, 2024 and 2025.

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
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	170,102	21,533,658,095	126,593	210,097,041	0.98	1,235.12
2024 Est.	171,973	22,881,271,201 ⁽³⁾	133,052	208,378,387	0.91	1,211.69
2025 Est.	173,617	24,638,486,249 ⁽³⁾	141,913	184,984,518 ⁽⁴⁾	0.75	1,065.47

(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 2024 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
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.....	31,589,383	28,001,032	501,181,885	5.6%
2023.....	34,032,280	30,454,807	489,976,408	6.2%
2024 Budget.....	32,798,400	29,609,900	500,320,300	5.9%
2025 Budget.....	32,336,400	29,087,400	535,632,600	5.4%

(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 health 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

AAA:	Area Agency on Aging
A&E:	Architectural & Engineering
ACL:	Administration for Community Living
ACO:	Animal Control Office
ADA:	American with Disabilities Act
ADR:	Alternative Dispute Resolution
ADRC:	Aging and Disability Resource Center
AERS:	Adult Evaluation and Review Services
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
CMS:	Centers for Medicare and Medicaid Services
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

ACRONYMS/ABBREVIATIONS

CSM: College of Southern Maryland

CTE: Career Technology Education

CY: Calendar Year

D

D.A.R.E. Drug Abuse Resistance Education

DEI Diversity, Equity, and Inclusion

DHCD: Department of Housing and Community Development

DHR: Department of Human Resources

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

EMPG: Emergency Management Performance Grant

EMS: Emergency Medical Services

EMT: Emergency Medical Technician

ENSB: Emergency Number System Board

EOC: Emergency Operations Center
Emergency Rental Assistance Program

ERAP:

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

FFP: Federal Financial Participation

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

HCBC: Home and Community-Based Care

HCV: Housing Choice Voucher (Program)

ACRONYMS/ABBREVIATIONS

HOA:	Homeowners Association
HOADRB:	Homeowners Association Dispute Review Board
HR:	Human Resources
H.S.:	High School
HUD:	U.S. Department of Housing and Urban Development
HVAC:	Heating, Ventilating, and Air Conditioning

I

I&A	Information and Assistance
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

LAB:	Legal Aid Bureau
LATCF:	Local Assistance and Tribal Consistency Fund
LCT:	Local Care Team
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
MAT:	Medication Assisted Treatment
Matt.:	Mattawoman
MBE:	Minority Business Enterprise
MCIN:	Maryland Criminal Intelligence Network
MDE:	Maryland Department of the Environment
MDOT:	Maryland Department of Transportation
MDT:	Mobile Data Terminal
MD-PACE:	Maryland's Commercial Property Assessed Clean Energy
MFP:	Money Follows the Person (Program)
MGD:	Millions of Gallons per Day
MHFA:	Mental Health First Aid
MIEMSS:	Maryland Institute for Emergency Medical Services
MICU:	Mobile Intensive Care Unit
MIH:	Mobile Integrated Health
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

ACRONYMS/ABBREVIATIONS

MRA:	Mental Retardation Association	PDR:	Purchase of Development Rights
MSP:	Maryland State Police	PEHP:	Public Employee Health Plan
M.S:	Middle School	PELTP:	Police Entry Level Training Program
MS4:	Municipal Separate Storm Sewer System	P.G.:	Prince George's County
MTA:	Mass Transit Authority	PGM:	Planning and Growth Management
MTDB:	Maryland Tourism Development Board	PIB:	Public Improvement Bonds
MWWTP:	Mattawoman Wastewater Treatment Plant	PILOT:	Payment in Lieu of Taxes
<u>N</u>		P.O.:	Purchase Order
NACo:	National Association of Counties	POS:	Program Open Space
NADCP	National Association of Drug Court Professionals	PS:	Pump Station
NFCSP:	National Family Caregiver Support Programs	PSA:	Public Service Announcement
NEPA:	National Environmental Protection Act	PUD:	Planned Urban Development
NPDES:	National Pollutant Discharge Elimination System	PW:	Public Works
NPW:	Non-Potable Water	<u>R</u>	
NSF:	Naval Support Facility	RAP:	Rental Assistance Program
NSWC (IHD):	Naval Surface Warfare Center (Indian Head Division)	RC&D:	Resource Conservation and Development
NWS:	New World System	REPI:	Readiness and Environmental Protection Integration
<u>O</u>		RFP:	Requisition for Purchase
OAA:	Older Americans Act	ROW:	Right of Way
OFRT:	Opioid Fatality Review Team	RPT:	Recreation, Parks, & Tourism
OIT:	Opioid Intervention Team	RPTP:	Rural Public Transportation Program
OCCC:	Opioid Operational Command Center	RTU:	Rooftop Units
OPEB:	Other Post-Employment Benefits	<u>S</u>	
OPR:	Office of Professional Responsibility	SAFAH:	Supplemental Assistance for Facilities to Assist the Homeless
OSHA:	Occupational Safety and Health Administration	SALGHS:	Senior Assisted Living Group Home Subsidy
<u>P</u>		SAMHSA	Substance Abuse and Mental Health Services Administration (Program)
PC:	Personal Computer	SAO:	State's Attorney's Office
		SC+:	Senior Center Plus

ACRONYMS/ABBREVIATIONS

SCADA: Supervisor, Control, and Data Acquisition

SCOF: Senior Center Operating Funds

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

SMP: Senior Medicare Patrol

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

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 Services

VFD: Volunteer Fire Department

W

W&S: Water & Sewer

WCD: Watershed Conservation District

WIP: Watershed Implementation Program

ACRONYMS/ABBREVIATIONS

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

<u>Y</u> YTD:	Year to Date
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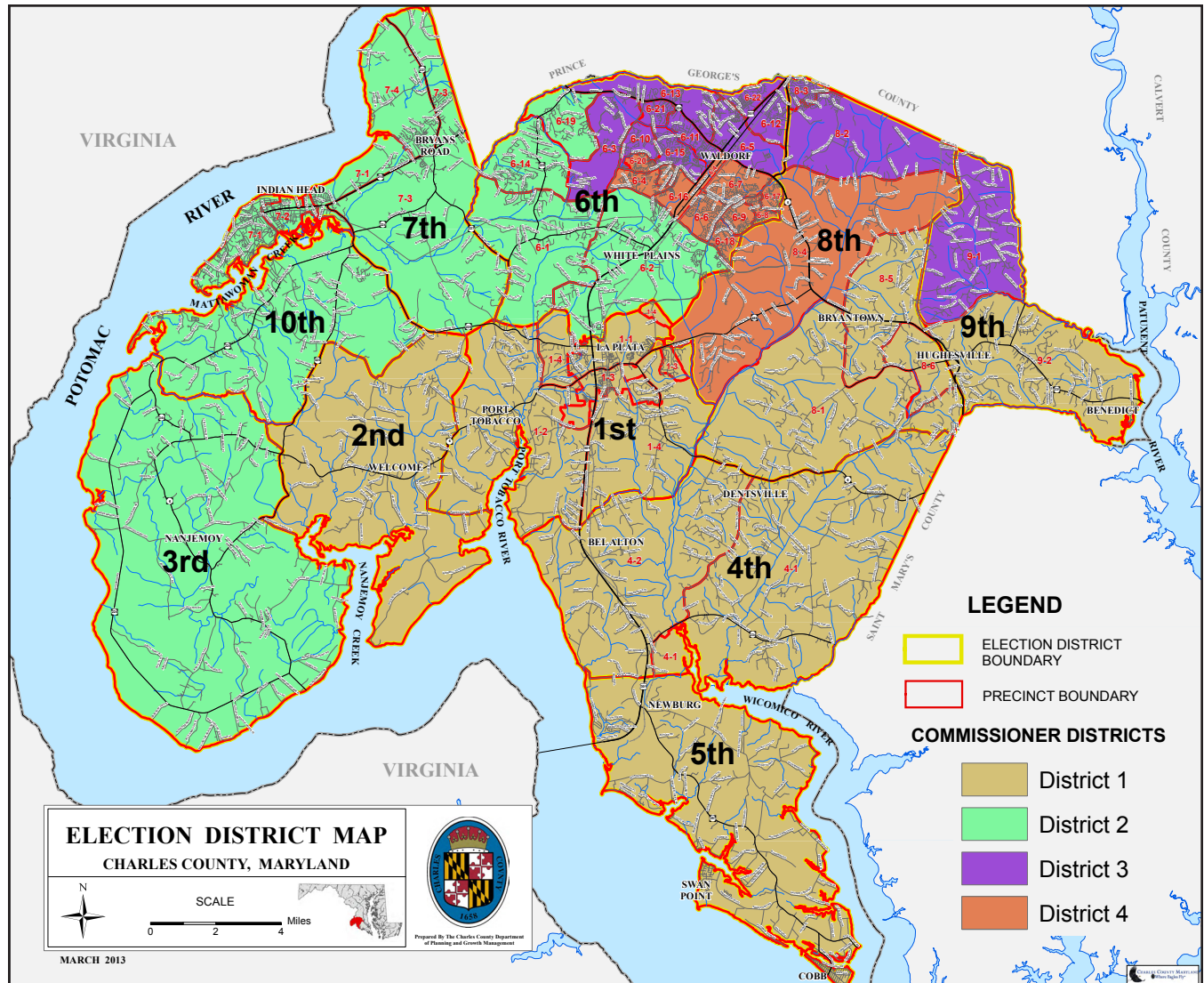
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Charles County, Maryland Commissioner Resident Districts



The President of the County Commissioners, who must declare his or her candidacy at the time of filing, is elected county-wide and may reside anywhere within the county. The four Commissioner members also run county-wide but one must reside within each of the four Commissioner districts.

Charles County Government

Deborah E. Hall, CPA
Acting County Administrator

*The Charles County Government is
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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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Charles County
Maryland**

For the Fiscal Year Beginning

July 1, 2023

Christopher P. Morrell

Executive Director

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, 2023**. 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.