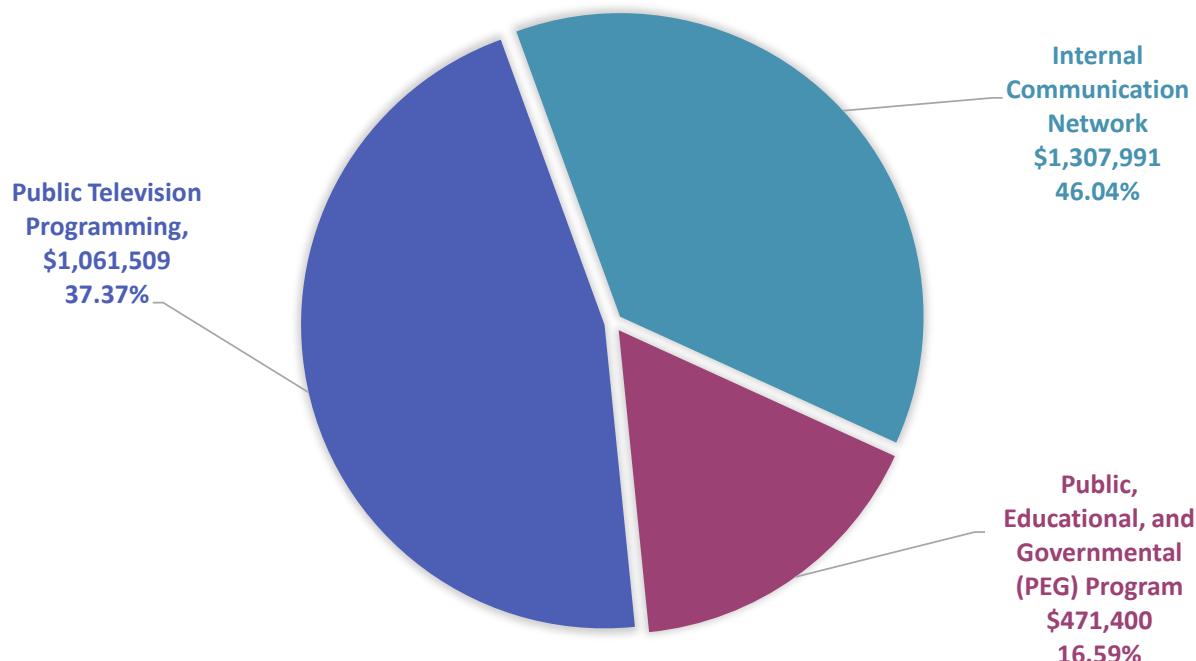


# FISCAL YEAR 2026

## Cable Franchise Operations

**Total Proposed Budget: \$2,840,900**

The Cable Franchise Operations support the government access channels for Charles County. A franchise agreement with cable TV providers generates revenue from a franchise fee assessed on monthly cable customers' TV bills. Revenues pay for the video production of public TV (Channel 95 for Comcast customers and Channel 10 for Verizon customers) and associated debt service. Includes funding for media operations, cyber security, website development, help desk assistance, and phone support. The Public Education and Government (PEG) program funds are limited to paying for PEG Access facilities and equipment (such as: studio and portable production equipment, editing equipment and program playback equipment, I-Net equipment and PEG related facilities construction and/or renovation). The FY2026 proposed budget includes funding for 12 full-time equivalent positions.



	FY2025 Adopted	FY2026 Requested	FY2026 Proposed	\$ Change from FY2025	% Change from FY2025
Operating Revenues	\$3,008,000	\$2,751,400	\$2,751,400	(\$256,600)	-8.5%
Fund Balance: Strategic Plan	67,900	29,500	29,500	(38,400)	-56.6%
Expenses	3,075,900	2,780,900	2,780,900	(295,000)	-9.6%
<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>
Fund Balance: One-time Items	362,300	60,000	60,000	(302,300)	-
Use of Fund Balance	(362,300)	(60,000)	(60,000)	302,300	-
<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>

# CABLE FRANCHISE FUND

	FY2025 Budget	FY2026 Requested	FY2026 Proposed	\$ Change from FY2025	% Change from FY2025
<b>Public Television Programming &amp; Internal Communication Network</b>					
<b>Revenues</b>					
Franchise Fee	\$2,505,000	\$2,280,000	\$2,280,000	(\$225,000)	-9.0%
Fund Balance: Strategic Plan	\$67,900	\$29,500	\$29,500	(\$38,400)	-56.6%
Fund Balance: One-time	0	60,000	60,000	60,000	-
<b>Total Revenues</b>	<b>\$2,572,900</b>	<b>\$2,369,500</b>	<b>\$2,369,500</b>	<b>(\$203,400)</b>	<b>-7.9%</b>
<b>Expenditures</b>					
Salaries	\$1,256,700	\$1,115,140	\$1,115,140	(\$141,560)	-11.3%
Fringe	338,500	318,886	318,886	(19,614)	-5.8%
Operating	805,800	839,800	839,800	34,000	4.2%
Operating Contingency	0	23,774	23,774	23,774	-
Agency Funding: CSM	53,200	53,200	53,200	0	0.0%
Agency Funding: Broadband	0	0	0	0	-
Transfers Out	118,700	18,700	18,700	(100,000)	-84.2%
Total Baseline	\$2,572,900	\$2,369,500	\$2,369,500	(\$203,400)	-7.9%
New Position Requests	0	0	0	0	-
New Operating Requests	0	0	0	0	-
<b>Total Expenditures</b>	<b>\$2,572,900</b>	<b>\$2,369,500</b>	<b>\$2,369,500</b>	<b>(\$203,400)</b>	<b>-7.9%</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

## Use of Fund Balance - One Time funds - \$60,000

Increase in contract services to support the county's efforts to lay more dark fiber in the ground. To prevent damage to existing underground infrastructure, the county will utilize outside contractors to locate these items.

## Public, Educational, and Governmental (PEG) Program

	FY2025 Budget	FY2026 Requested	FY2026 Proposed	\$ Change from FY2025	% Change from FY2025
<b>Revenues</b>					
<b>PEG Grants</b>					
PEG Grants	\$503,000	\$471,400	\$471,400	(\$31,600)	-6.3%
Fund Balance	362,300	0	0	(362,300)	-100.0%
<b>Total Revenues</b>	<b>\$865,300</b>	<b>\$471,400</b>	<b>\$471,400</b>	<b>(\$393,900)</b>	<b>-45.5%</b>
<b>Expenditures</b>					
<b>Equipment Purchases</b>					
Equipment Purchases	\$165,700	\$146,000	\$146,000	(\$19,700)	-11.9%
Equipment Reserve: I-Net Switch	53,500	53,500	53,500	0	0.0%
Contingency	98,800	91,900	91,900	(6,900)	-7.0%
CSM (Equipment)	85,000	80,000	80,000	(5,000)	-5.9%
Board of Education (Equipment)	362,300	0	0	(362,300)	-100.0%
Contract Services (Fiber)	100,000	100,000	100,000	0	0.0%
Total Baseline	\$865,300	\$471,400	\$471,400	(\$393,900)	-45.5%
New Operating Requests	0	0	0	0	-
<b>Total Expenditures</b>	<b>\$865,300</b>	<b>\$471,400</b>	<b>\$471,400</b>	<b>(\$393,900)</b>	<b>-45.5%</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

# Cable TV/I-Net

## FISCAL YEAR 2026 BUDGET



### Fund Information

Department: Cable TV/I-Net

Division/Program: Administrative Services

Program Administrator: Jennifer Harris, Public Information Officer/Chief of Media Services

Bill Kidwell, Chief Information Officer

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

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

Account: 48 Fund

Fund: Special Revenue

Source: Service Charge

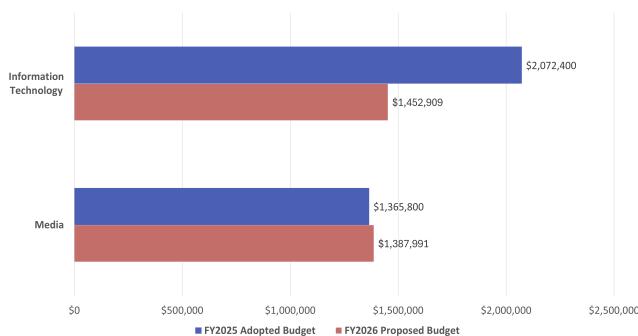
## Expenditure Summary

	ACTUALS	PRIOR ADOPTED		PROPOSED	\$ Change from FY2025	% Change from FY2025
		FY2024	FY2025			
Personal Services	\$1,142,418	\$1,256,700	\$1,115,140	\$1,115,140	-\$141,560	-11%
Fringe Benefits	\$293,313	\$338,500	\$318,886	\$318,886	-\$19,614	-6%
Supplies	\$17,912	\$51,800	\$74,100	\$74,100	\$22,300	43%
Other Services & Charges	\$416,101	\$754,000	\$765,700	\$765,700	\$11,700	2%
Agency Funding	\$619,601	\$53,200	\$53,200	\$53,200	\$0	0%
Operating Contingency	\$0	\$0	\$23,774	\$23,774	\$23,774	—
Transfers Out	\$317,488	\$118,700	\$18,700	\$18,700	-\$100,000	-84%
Subtotal	\$2,806,833	\$2,572,900	\$2,369,500	\$2,369,500	-\$203,400	-8%
Agency Funding - PEG	\$121,660	\$447,300	\$80,000	\$80,000	-\$367,300	-82%
Equipment - PEG	\$48,971	\$77,700	\$58,000	\$58,000	-\$19,700	-25%
Capital Outlay - PEG	\$314,037	\$88,000	\$88,000	\$88,000	\$0	0%
Equipment Reserve - PEG	\$0	\$53,500	\$53,500	\$53,500	\$0	0%
Contract Services - PEG	\$0	\$100,000	\$100,000	\$100,000	\$0	0%
Operating Contingency - PEG	\$0	\$98,800	\$91,900	\$91,900	-\$6,900	-7%
Subtotal	\$484,668	\$865,300	\$471,400	\$471,400	-\$393,900	-46%
<b>EXPENDITURES TOTAL</b>	<b>\$3,291,501</b>	<b>\$3,438,200</b>	<b>\$2,840,900</b>	<b>\$2,840,900</b>	<b>-\$597,300</b>	<b>-17%</b>

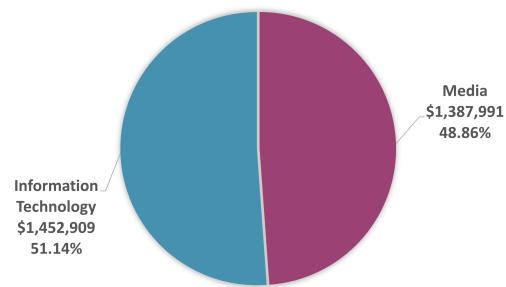
## Revenues and Funding Sources

	ACTUALS	PRIOR ADOPTED		REQUESTED	PROPOSED	\$ Change from FY2025	% Change from FY2025
		FY2024	FY2025				
Revenues							
FranchiseFee	\$2,674,900	\$2,505,000	\$2,280,000	\$2,280,000		-\$225,000	-9%
ComcastPEGFee	\$227,900	\$221,300	\$200,000	\$200,000		-\$21,300	-10%
VerizonPEGFee	\$319,100	\$281,700	\$271,400	\$271,400		-\$10,300	-4%
FundBalanceApprop	\$534,700	\$430,200	\$89,500	\$89,500		-\$340,700	-79%
<b>REVENUES TOTAL</b>	<b>\$3,756,600</b>	<b>\$3,438,200</b>	<b>\$2,840,900</b>	<b>\$2,840,900</b>		<b>-\$597,300</b>	<b>-17%</b>

## FY2025 Adopted & FY2026 Proposed Budgets



## FY2026 Proposed Budget by Program



## Positions by Program

Division	FY2022	FY2023	FY2024	FY2025	FY2026
Media	12	12	10.4	10.4	10.4
Information Technology	5.1	5.1	4.8	4.8	3
	<b>17.1</b>	<b>17.1</b>	<b>15.2</b>	<b>15.2</b>	<b>13.4</b>

# Media Cable TV/I-Net

FISCAL YEAR 2026 BUDGET



## Fund Information

Department: Cable TV/I-Net

Division/Program: Administrative Services

Program Administrator: Jennifer Harris, Public Information Officer/Chief of Media Services

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

Account: 48 Fund

Fund: Special Revenue

Source: Service Charge

## Fund Description

### 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.

## Expenditure Summary

	ACTUALS	PRIOR ADOPTED	REQUESTED		PROPOSED			
			FY2024	FY2025	FY2026	FY2026	\$ Change from FY2025	% Change from FY2025
Personal Services	\$737,390	\$768,500	\$805,699	\$805,699	\$37,199	\$37,199		5%
Fringe Benefits	\$190,645	\$217,000	\$222,692	\$222,692	\$5,692	\$5,692		3%
Supplies	\$17,912	\$51,300	\$73,600	\$73,600	\$22,300	\$22,300		43%
Other Services & Charges	\$100,063	\$152,400	\$134,100	\$134,100	-\$18,300	-\$18,300		-12%
Agency Funding	\$28,389	\$53,200	\$53,200	\$53,200	\$0	\$0		0%
Transfers Out	\$17,488	\$18,700	\$18,700	\$18,700	\$0	\$0		0%
<b>Subtotal</b>	<b>\$1,091,887</b>	<b>\$1,261,100</b>	<b>\$1,307,991</b>	<b>\$1,307,991</b>	<b>\$46,891</b>	<b>\$46,891</b>		<b>4%</b>
Agency Funding - PEG	\$121,660	\$85,000	\$80,000	\$80,000	-\$5,000	-\$5,000		-6%
Equipment - PEG	\$0	\$19,700	\$0	\$0	-\$19,700	-\$19,700		-100%
<b>Subtotal</b>	<b>\$121,660</b>	<b>\$104,700</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>-\$24,700</b>	<b>-\$24,700</b>		<b>-24%</b>
<b>EXPENDITURES TOTAL</b>	<b>\$1,213,548</b>	<b>\$1,365,800</b>	<b>\$1,387,991</b>	<b>\$1,387,991</b>	<b>\$22,191</b>	<b>\$22,191</b>		<b>2%</b>

## Revenues and Funding Sources

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	ACTUALS	PRIOR ADOPTED	REQUESTED	PROPOSED		
	FY2024	FY2025	FY2026	FY2026	\$ Change from FY2025	% Change from FY2025
<b>Revenues</b>						
FranchiseFee	\$2,674,900	\$2,505,000	\$2,280,000	\$2,280,000	-\$225,000	-9%
ComcastPEGFee	\$227,900	\$221,300	\$200,000	\$200,000	-\$21,300	-10%
VerizonPEGFee	\$319,100	\$281,700	\$271,400	\$271,400	-\$10,300	-4%
FundBalanceApprop	\$67,900	\$67,900	\$29,500	\$29,500	-\$38,400	-57%
<b>REVENUES TOTAL</b>	<b>\$3,289,800</b>	<b>\$3,075,900</b>	<b>\$2,780,900</b>	<b>\$2,780,900</b>	<b>-\$295,000</b>	<b>-10%</b>

## Changes and Useful Information

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- **Personal Services** and **Fringe Benefits** included approved FY2025 and FY2026 salary increases.
- **Operating costs** include an increase to Community Promotions to support the expansion of Citizens Academy and an increase to equipment repairs and maintenance. **Operating costs** also include decreases to Training and a budget correction to move funds to Dues and Subscriptions.
- The decrease in **Agency Funding - PEG** is due to a decrease in anticipated costs. **Agency Funding - PEG** supports studio-related equipment costs at the College of Southern Maryland (CSM).
- **Equipment - PEG** is being decreased based on spending.

## Positions

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Position Title	FY2022	FY2023	FY2024	FY2025	FY2026
Public Information Officer/Chief of Media Services	1	1	1	1	1
Lead Video Producer	1	1	1	1	2
Video Production Specialist	2	2	3	3	2
Media Specialist	1	1	1	1	1
Assistant Chief & Community Engagement Manager	1	1	1	1	1
Public Information Specialist	1	1	1	1	1
Communications & Engagement Specialist	1	1	1	1	1
Part Time	4	4	1.4	1.4	1.4
	12	12	10.4	10.4	10.4

# Information Technology Cable TV/I-Net

FISCAL YEAR 2026 BUDGET



## Fund Information

**Department:** Fiscal & Administrative Services

**Account:** 48 Fund

**Division/Program:** Information Technology - Administration

**Fund:** Special Revenue

**Program Administrator:** Bill Kidwell, Chief Information Officer

**Source:** Service Charge

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

## Fund 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.

## Expenditure Summary

	ACTUALS	PRIOR ADOPTED	REQUESTED	PROPOSED	\$ Change from FY2025	% Change from FY2025
		FY2024	FY2025	FY2026		
Personal Services	\$405,028	\$488,200	\$309,441	\$309,441	-\$178,759	-37%
Fringe Benefits	\$102,668	\$121,500	\$96,194	\$96,194	-\$25,306	-21%
Supplies	\$0	\$500	\$500	\$500	\$0	0%
Other Services & Charges	\$316,037	\$601,600	\$631,600	\$631,600	\$30,000	5%
Agency Funding	\$591,212	\$0	\$0	\$0	\$0	-
Operating Contingency	\$0	\$0	\$23,774	\$23,774	\$23,774	-
Transfers Out	\$300,000	\$100,000	\$0	\$0	-\$100,000	-100%
<b>Subtotal</b>	<b>\$1,714,946</b>	<b>\$1,311,800</b>	<b>\$1,061,509</b>	<b>\$1,061,509</b>	<b>-\$250,291</b>	<b>-19%</b>
Agency Funding - PEG	\$0	\$362,300	\$0	\$0	-\$362,300	-100%
Equipment - PEG	\$48,971	\$58,000	\$58,000	\$58,000	\$0	0%
Capital Outlay - PEG	\$314,037	\$88,000	\$88,000	\$88,000	\$0	0%
Equipment Reserve - PEG	\$0	\$53,500	\$53,500	\$53,500	\$0	0%
Contract Services - PEG	\$0	\$100,000	\$100,000	\$100,000	\$0	0%
Operating Contingency - PEG	\$0	\$98,800	\$91,900	\$91,900	-\$6,900	-7%
<b>Subtotal</b>	<b>\$363,008</b>	<b>\$760,600</b>	<b>\$391,400</b>	<b>\$391,400</b>	<b>-\$369,200</b>	<b>-49%</b>
<b>EXPENDITURES TOTAL</b>	<b>\$2,077,953</b>	<b>\$2,072,400</b>	<b>\$1,452,909</b>	<b>\$1,452,909</b>	<b>-\$619,491</b>	<b>-30%</b>

## Revenues and Funding Sources

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	ACTUALS	PRIOR ADOPTED	REQUESTED	PROPOSED			\$ Change from FY2025	% Change from FY2025
	FY2024	FY2025	FY2026	FY2026				
Revenues								
FundBalanceApprop	\$361,800	\$362,300	\$60,000	\$60,000			-\$302,300	-83%
REVENUES TOTAL	<b>\$361,800</b>	<b>\$362,300</b>	<b>\$60,000</b>	<b>\$60,000</b>			<b>-\$302,300</b>	<b>-83%</b>

## Changes and Useful Information

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- **Personal Services** and **Fringe Benefits** included approved FY2025 and FY2026 salary increases. The decrease in **Personal Services** and **Fringe Benefits** is primarily due to moving two positions to the General Fund.
- The increase in **operating costs** is due to an increase in Contract Services to support the county's efforts to lay more dark fiber in the ground. To prevent damage to existing underground infrastructure, the county will utilize outside contractors to locate these items.
- **Operating Contingency** is to support any unanticipated revenue shortfalls and expenditure overruns.
- **Transfers Out** represents the funding provided to General Fund operations. This was reduced to rely less on Cable Fund revenues for General Fund support.
- The decrease in **Agency Funding - PEG** is due to the removal of a one-time FY2025 CCBOE TV production equipment request.
- **Capital Outlay - PEG** covers potential equipment needs for the I-Net and replacement of network switches; there is no change between the FY2025 adopted and FY2026 proposed budgets.
- **Equipment Reserve - PEG** is the Network Switch Reserve and is used for future replacement of the network core switch and other infrastructure.
- The decrease in **Operating Contingency - PEG** is due to a reduction in anticipated FY2026 PEG-related needs.

## Positions

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Position Title	FY2022	FY2023	FY2024	FY2025	FY2026
Chief Information Officer	0.5	0.5	0.5	0.5	0.25
Network Manager	0.3	0.3	0.5	0.5	0.5
Broadband and Cable Manager	1	1	0.5	0.5	0.5
WAN Coordinator	1	1	1	1	1
Network Specialist III	0.8	0.8	0.8	0.8	0.5
Telecommunication Specialist	1	1	1	1	0
Information Technology Support Specialist	0.5	0.5	0.5	0.5	0.25
	<b>5.1</b>	<b>5.1</b>	<b>4.8</b>	<b>4.8</b>	<b>3</b>