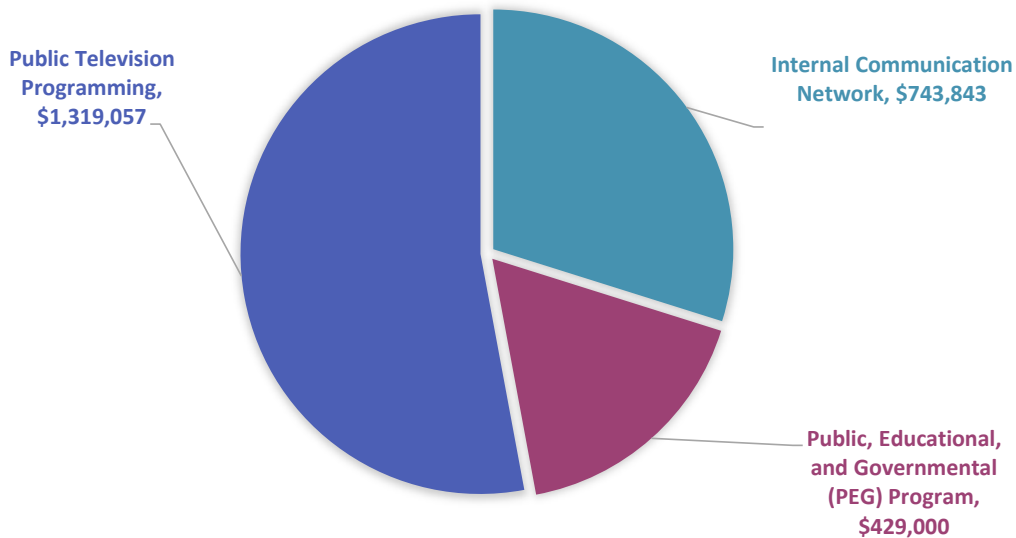


FISCAL YEAR 2027

Cable Franchise Operations

Total Proposed Budget: \$2,491,900

The Cable TV/I-Net Fund is a Special Revenue Fund established in support of government access channels for Charles County. This fund is supported by a franchise agreement with cable TV providers which generates revenue from a franchise fee assessed on monthly cable customers' TV bills. Revenues pay for the video production and captioning of public TV (Channel 95 for Comcast customers and Channel 10 for Verizon customers) and associated debt service. This fund supports the salaries and fringe benefits of 12.1 full-time equivalent positions.



	FY2026 Budget	FY2027 Proposed	Variance	% Change
Operating Revenues	\$2,840,900	\$2,491,900	(\$349,000)	-12.3%
Expenses	2,840,900	2,418,900	(422,000)	-14.9%
Baseline Surplus/(Deficit)	\$0	\$73,000	\$73,000	
New Requests: Media	0	73,000	73,000	
Surplus/(Deficit)	\$0	\$0	\$0	
Fund Balance: One-time Items	89,500	73,000	(16,500)	
Use of Fund Balance	(89,500)	(73,000)	16,500	
Surplus/(Deficit)	\$0	\$0	\$0	

Notes:

- 1) The FY2027 revenues is our current FY2026 year-end projection.
- 2) The decrease in expenses is due to moving 1.7 positions and costs associated with the vulnerability assessment and secure browser to the General Fund.

New Requests: Media Services

- \$8,000 for a field streaming kit to provide basic needs when streaming special events.
- \$40,000 for a communications audit that will funded by a one-time use of the Broadband Reserve.
- \$25,000 for Oath of Office ceremony which will also be funded by a one-time use of the Broadband Reserve.

CABLE FRANCHISE FUND

	FY2026 Budget	FY2027 Proposed	Variance	% Change
Public Television Programming and Internal Communication Network				
Revenues				
Franchise Fee	\$2,280,000	\$1,989,900	(\$290,100)	-12.7%
Fund Balance	89,500	73,000	(16,500)	-18.4%
Total Revenues	\$2,369,500	\$2,062,900	(\$306,600)	-12.9%
Expenditures				
Salaries	\$1,115,140	\$940,963	(174,177)	1.7%
Fringe	318,886	282,197	(36,689)	-8.5%
Operating	839,800	643,000	(196,800)	-23.4%
Operating Contingency	23,774	52,040	28,266	118.9%
Agency Funding: CSM	53,200	53,000	(200)	-0.4%
Agency Funding: Broadband	0	0	0	-
Transfers Out	18,700	18,700	0	0.0%
Total Baseline	\$2,369,500	\$1,989,900	(379,600)	-16.0%
New Position Requests	0	0	0	NA
New Operating Requests	0	73,000	73,000	NA
Total Expenditures	\$2,369,500	\$2,062,900	(\$306,600)	-12.9%
Operating Suplus/(Deficit)				
	\$0	\$0	\$0	
Public, Educational, and Governmental (PEG) Program				
Revenues				
PEG Grants	\$471,400	\$429,000	(\$42,400)	-9.0%
Total Revenues	\$471,400	\$429,000	(\$42,400)	-9.0%
Expenditures				
Equipment Purchases	\$146,000	\$146,000	\$0	0.0%
Equipment Reserve: I-Net Switch	53,500	53,500	0	0.0%
Contingency	91,900	48,000	(43,900)	-47.8%
CSM (Equipment)	80,000	80,000	0	0.0%
Board of Education (Equipment)	0	0	0	N/A
Contract Services (Fiber)	100,000	101,500	1,500	1.5%
Total Baseline	\$471,400	\$429,000	(\$42,400)	-9.0%
New Operating Requests				
Total Expenditures	\$471,400	\$429,000	(\$42,400)	-9.0%
Operating Surplus/(Deficit)				
	\$0	\$0	\$0	
Operating Surplus/(Deficit) Total				
	\$0	\$0	\$0	

Cable TV/I-Net

FISCAL YEAR 2027 PROPOSED BUDGET

Description

The **Cable TV/I-Net Fund** is a Special Revenue Fund established in support of government access channels for Charles County. This fund is supported by a franchise agreement with cable TV providers which generates revenue from a franchise fee assessed on monthly cable customers' TV bills. Revenues pay for the video production and captioning of public TV (Channel 95 for Comcast customers and Channel 10 for Verizon customers) and associated debt service. This fund supports the salaries and fringe benefits of 12.1 full-time equivalent positions.

Fund Summary

	ADOPTED	PROPOSED	\$ Change from FY2026	% Change from FY2026
	FY2026	FY2027		
Revenues				
Service Charges	\$2,751,400	\$2,418,900	-\$332,500	-12%
Transfers	\$89,500	\$73,000	-\$16,500	-18%
REVENUES TOTAL	\$2,840,900	\$2,491,900	-\$349,000	-12%
Expenses				
Personal Services	\$1,115,140	\$940,963	-\$174,177	-16%
Fringe Benefits	\$318,886	\$282,197	-\$36,689	-12%
Supplies	\$74,100	\$27,500	-\$46,600	-63%
Other Services & Chrgs	\$923,700	\$848,000	-\$75,700	-8%
Agency Funding	\$133,200	\$133,000	-\$200	0%
Operating Contingency	\$115,674	\$100,040	-\$15,634	-14%
Transfers Out	\$18,700	\$18,700	\$0	0%
Capital Outlay	\$88,000	\$88,000	\$0	0%
Depreciation Expense	\$53,500	\$53,500	\$0	0%
EXPENSES TOTAL	\$2,840,900	\$2,491,900	-\$349,000	-12%

Revenues

	PRIOR ADOPTED	PROPOSED		
	FY2026	FY2027	\$ Change from FY2026	% Change from FY2026
Revenues				
Service Charges	\$2,751,400	\$2,418,900	-\$332,500	-12%
REVENUES TOTAL	\$2,751,400	\$2,418,900	-\$332,500	-12%
Other Financing Sources				
Transfers				
FundBalanceApprop	\$89,500	\$73,000	-\$16,500	-18%
TRANSFERS TOTAL	\$89,500	\$73,000	-\$16,500	-18%
OTHER FINANCING SOURCES TOTAL	\$89,500	\$73,000	-\$16,500	-18%
Total Revenues	\$2,840,900	\$2,491,900	-	-

Expenditures

	PRIOR ADOPTED	PROPOSED		
	FY2026	FY2027	\$ Change from FY2026	% Change from FY2026
Expenditures				
Personal Services	\$1,115,140	\$940,963	-\$174,177	-16%
Fringe Benefits	\$318,886	\$282,197	-\$36,689	-12%
Supplies	\$74,100	\$27,500	-\$46,600	-63%
OtherServices&Chrgs	\$923,700	\$775,000	-\$148,700	-16%
Agency Funding	\$133,200	\$133,000	-\$200	0%
OperatingContingency	\$115,674	\$100,040	-\$15,634	-14%
Transfers Out	\$18,700	\$18,700	\$0	0%
Capital Outlay	\$88,000	\$88,000	\$0	0%
Depreciation Expense	\$53,500	\$53,500	\$0	0%
EXPENDITURES TOTAL	\$2,840,900	\$2,418,900	-\$422,000	-15%
Requests Greater than Baseline				
539999 - New Operating	-	\$73,000	\$73,000	-
REQUESTS GREATER THAN BASELINE TOTAL	-	\$73,000	\$73,000	-
Total Expenditures	\$2,840,900	\$2,491,900	-	-

Full-Time Equivalents

Division	FY2023	FY2024	FY2025	FY2026	FY2027
Media	10.3	10.6	10.6	10.6	10.6
Information Technology	4.6	4.8	3.2	3.2	1.5
	14.9	15.4	13.8	13.8	12.1

Media Services

FISCAL YEAR 2027 PROPOSED BUDGET

Description

The **Media Services** division manages communication and public information, media projects and design services, and Charles County Government Television (CCGTV). CCGV support services are as follows:

Video Production

- Commissioner room HD video cameras
- Commissioner room HF audio systems
- Nonlinear Real-Time Video Editing System
- Video scheduling/play back system
- Real-time web streaming video system
- Web media file production of Commissioners' meetings

Video Captioning

- Create MP3 file for each Commissioner meeting
- Coordinate transcription process
- Convert captioned video to web media format
- Render captioned video for broadcast
- Archive/catalog video files

Expenditures

	ACTUALS	PRIOR ADOPTED	PROPOSED	\$ Change from FY2026	% Change from FY2026
	FY2025	FY2026	FY2027		
Expenditures					
Personal Services	\$773,815	\$805,699	\$810,024	\$4,325	1%
Fringe Benefits	\$217,416	\$222,692	\$243,893	\$21,201	10%
Supplies	\$15,692	\$73,600	\$27,000	-\$46,600	-63%
Other Services & Chrgs	\$133,241	\$134,100	\$124,200	-\$9,900	-7%
Agency Funding	\$117,224	\$133,200	\$133,000	-\$200	0%
Operating Contingency	–	\$0	\$42,240	\$42,240	–
Transfers Out	\$17,489	\$18,700	\$18,700	\$0	0%
EXPENDITURES TOTAL	\$1,274,877	\$1,387,991	\$1,399,057	\$11,066	1%
Requests Greater than Baseline					
New Operating	–	\$0	\$73,000	\$73,000	–
REQUESTS GREATER THAN BASELINE TOTAL	–	\$0	\$73,000	\$73,000	–
Total Expenditures	\$1,274,877	\$1,387,991	\$1,326,057	–	–

New Operating

Item Description	Justification	FY27 Cost	Recurring Cost	One-time Cost
Field Streaming Kit	Provide basic needs for stream special events from field.	\$8,000	\$0	\$8,000
Oath of Office	The requested one-time expenditure is necessary to support the administration and execution of the Charles County Oath of Office ceremony. This event is a legally mandated and publicly significant function that ensures all elected and appointed officials are formally sworn into their respective roles in accordance with state and county requirements. Properly conducting the Oath of Office ceremony upholds the integrity of county government, promotes transparency, and reinforces public trust.	\$25,000	\$0	\$25,000
Communications Audit	The audit will provide a review of the departments communication practices and assesses effectiveness and efficiency. This includes identifying strengths and weaknesses, ensures alignment with county objectives, streamlines communication efforts, provides a baseline for measuring impact, and fosters a positive communication culture. This will be funded by a one-time use of the Broadband Fund Balance Reserve.	\$40,000	\$0	\$40,000
		\$73,000	\$0	\$73,000

Changes and Useful Information

- **Personal Services and Fringe Benefits** include approved FY2026 salary increases and a potential merit increase for FY2027.
- **Supplies** decreased by (\$46,600) due to:
 - (\$36,600) - Printing
 - Budget reduced to align with FY2025 and supports the following: Annual Report - \$1,750, Stay Connected Books - \$1,750, miscellaneous department printing - \$1,500, and marketing posters - \$1,000.
 - (\$10,000) - Equipment
 - Budget reduced due to reduction in one-time purchases. Proposed budget includes: FS5 camera replacement - \$10,000 and replacement of equipment that has passed its life expectancy (c-stands, light stands, and gear mounts).
- **Other Services and Charges** decreased by (\$9,900) due to the following:
 - \$11,000 - Contract Services
 - Increase of 30% for contracted design services.
 - \$4,800 - Dues and Subscriptions
 - Increase due to expected increases in existing annual subscription renewals.
 - (\$2,700) - Training
 - Training needs are expected to be lower in FY2026.
 - (\$20,000) - Equipment Repairs and Maintenance
 - Expenses were previously misapplied to the equipment repairs account and have been correctly reclassified in FY2026. Actual annual repairs and maintenance costs are estimated to be \$2,000.
 - (\$3,000) - Community Promotions
 - Decreased based on actual needs.
- **Agency Funding** supports equipment-related costs to the studio at the College of Southern Maryland (CSM). The decrease of (\$200) was to align the budget with CSM's request.
- **Operating Contingency** is to cover potential expenditure overruns and/or revenue shortfalls.
- **Transfers Out** represent the required grant match contribution to the Emergency Management Fund to support the Everbridge Mass Notification services program.

Full-Time Equivalents

Position Title	Grade	FY2023	FY2024	FY2025	FY2026	FY2027	variance
Public Information Officer/Chief of Media Services	A120	1	1	1	1	1	0
Assistant Chief and Communications Engagement Manager	A117	1	1	1	1	1	0
Lead Video Producer	A114	0	1	1	1	1	0
Television Station Manager	A114	1	1	1	1	1	0
Communications and Engagement Specialist	A113	1	1	1	1	1	0
Media Services Project Manager	A113	1	1	1	1	1	0
Public Information Specialist	A113	1	1	1	1	1	0
Video Production Specialist	A112	2	2	2	2	2	0
Part Time	-	2.3	1.6	1.6	1.6	1.6	0
		10.3	10.6	10.6	10.6	10.6	0

Information Technology

FISCAL YEAR 2027 PROPOSED BUDGET

Description

The **I-Net** is an area wide communications network linking over one hundred county government, educational and public sites. It provides high capacity, cost effective, voice, video and data applications including video conferencing, distance learning/ training, Internet access and security monitoring, and central and expanded communications services. The maintenance and operation of the I-Net is covered by this fund.

Expenditures

	ACTUALS	PRIOR ADOPTED	PROPOSED		
	FY2025	FY2026	FY2027	\$ Change from FY2026	% Change from FY2026
Expenditures					
Personal Services	\$452,221	\$309,441	\$130,939	-\$178,502	-58%
Fringe Benefits	\$129,374	\$96,194	\$38,304	-\$57,890	-60%
Supplies	–	\$500	\$500	\$0	0%
Other Services & Chrgs	\$337,503	\$789,600	\$650,800	-\$138,800	-18%
Agency Funding	\$351,398	\$0	\$0	\$0	–
Operating Contingency	–	\$115,674	\$57,800	-\$57,874	-50%
Transfers Out	\$100,000	\$0	\$0	\$0	–
Capital Outlay	\$118,445	\$88,000	\$88,000	\$0	0%
Depreciation Expense	–	\$53,500	\$53,500	\$0	0%
EXPENDITURES TOTAL	\$1,488,939	\$1,452,909	\$1,019,843	-\$433,066	-30%
Total Expenditures	\$1,488,939	\$1,452,909	\$1,019,843	–	–

Changes and Useful Information

- **Personal Services** and **Fringe Benefits** include approved FY2026 salary increases and a potential merit increase for FY2027. The decrease in Personal Services is due to turnover and the reallocation of 1.7 FTEs from the Cable Fund to the General Fund.
- **Other Services and Charges** decreased by (\$138,800) due to the following:
 - (\$60,300) - moved the costs associated with secure browsers to General Fund IT Cybersecurity's budget.
 - (\$80,000) - moved vulnerability assessment to General Fund IT Cybersecurity's budget.
 - \$1,500- increase in Contract Services for the i-NET maintenance increase.
- **Operating Contingency** is to cover potential expenditure overruns and/or revenue shortfalls.

Full-Time Equivalents

Position Title	Grade	FY2023	FY2024	FY2025	FY2026	FY2027	variance
Chief Information Officer	A121	0.5	0.5	0.2	0.2	0	-0.2
Assistant Chief of Information Technology	A119	0	0	0	0.5	0.5	0
Broadband and Cable Manager	A118	0.5	0.5	0.5	0	0	0
Network Manager	A118	0.3	0.5	0.5	0.5	0	-0.5
Network Specialist III	A116	1.8	1.8	0.8	0.8	0	-0.8
Wan Coordinator	A116	1	1	1	1	1	0
Information Technology Support Specialist	A111	0.5	0.5	0.2	0.2	0	-0.2
		4.6	4.8	3.2	3.2	1.5	-1.7