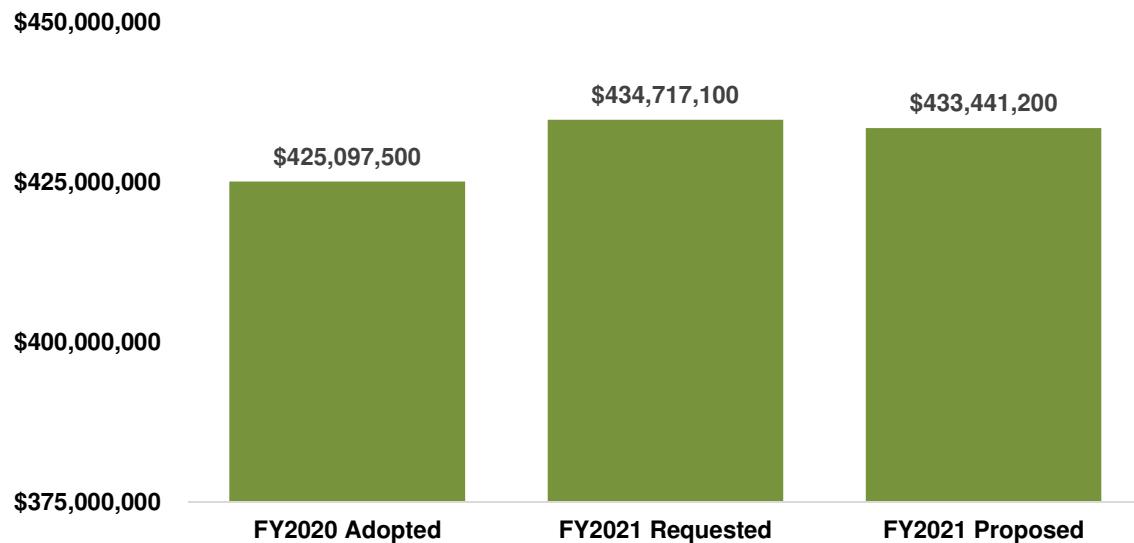


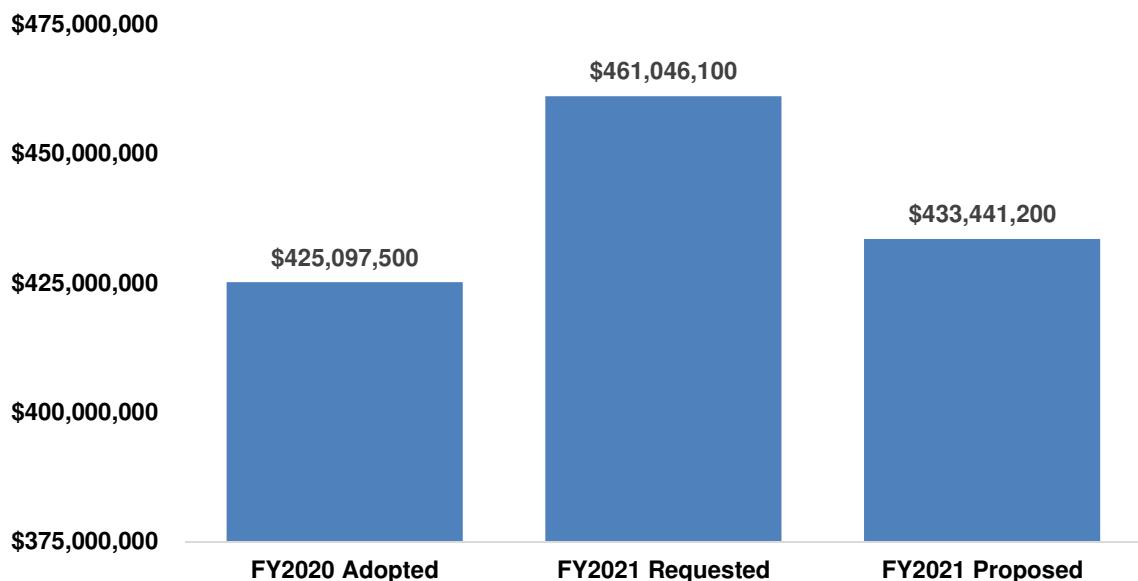
GENERAL FUND OPERATING BUDGET

	FY2020 Adopted	FY2021 Requested	FY2021 Proposed
Revenues	\$425,097,500	\$434,717,100	\$433,441,200
Expenditures	\$425,097,500	\$461,046,100	\$433,441,200
	\$0	(\$26,329,000)	\$0

Revenues



Expenditures



GENERAL FUND OPERATING BUDGET

	<u>FY2020 Adopted</u>	<u>FY2021 Request</u>	<u>FY2021 Proposed</u>	<u>Proposed \$ Change from FY2020</u>	<u>% Chg.</u>
REVENUES					
<u>Operating Revenues</u>					
Property Taxes	\$235,383,900	\$242,091,900	\$241,288,000	\$5,904,100	2.5%
Income Tax	134,337,000	142,200,000	140,000,000	5,663,000	4.2%
Recordation Tax	13,305,000	14,400,000	14,400,000	1,095,000	8.2%
Transfer Tax	5,920,000	6,405,000	6,405,000	485,000	8.2%
Other Taxes	4,217,000	4,060,000	4,060,000	(157,000)	-3.7%
Service Charges	8,095,900	8,396,800	8,751,800	655,900	8.1%
Intergovernmental	2,156,600	2,167,500	2,167,500	10,900	0.5%
Licenses & Permits	1,083,500	1,097,900	1,097,900	14,400	1.3%
Fines & Forfeitures	3,540,500	3,477,500	3,477,500	(63,000)	-1.8%
Other Income	6,956,400	2,988,700	3,068,700	(3,887,700)	-55.9%
Total Operating Revenues	\$414,995,800	\$427,285,300	\$424,716,400	\$9,720,600	2.3%
<u>Other Financing Sources</u>					
Transfer from Capital Project Fund	2,671,800	2,671,800	2,671,800	0	0.0%
Transfer from Special Revenue Fund	1,000,000	900,000	900,000	(100,000)	-10.0%
Reserved Fund Balance	6,429,900	3,860,000	5,153,000	(1,276,900)	-19.9%
Total Other Financing Sources	\$10,101,700	\$7,431,800	\$8,724,800	(\$1,376,900)	-13.6%
TOTAL	\$425,097,500	\$434,717,100	\$433,441,200	\$8,343,700	2.0%
EXPENDITURES					
Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
Debt Service	31,219,900	32,343,600	32,358,700	1,138,800	3.6%
County Administered					
Emergency Services	17,669,000	20,753,100	19,049,600	1,380,600	7.8%
Public Works - Facilities	15,765,300	16,111,800	15,329,300	(436,000)	-2.8%
Recreation, Parks, and Tourism	9,305,000	10,284,200	9,484,200	179,200	1.9%
Fiscal & Administrative Services	6,885,800	7,689,900	7,238,600	352,800	5.1%
Planning & Growth Management	6,821,500	8,107,400	7,083,200	261,700	3.8%
Community Services	2,783,800	3,628,200	2,690,800	(93,000)	-3.3%
Economic Development	1,829,600	2,072,200	1,801,100	(28,500)	-1.6%
General Government	4,674,100	5,208,400	4,983,700	309,600	6.6%
Total County Administered	\$65,734,100	\$73,855,200	\$67,660,500	\$1,926,400	2.9%
College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
Other General Government	17,631,100	19,475,900	18,290,100	659,000	3.7%
Other Agencies/Misc.	2,736,400	3,188,400	2,758,800	22,400	0.8%
Contingency	100,000	4,063,500	0	(100,000)	-100.0%
Total Expenditures	\$421,827,500	\$457,718,100	\$430,363,200	\$8,535,700	2.0%
<u>Other Financing Uses</u>					
Capital Project Pay-as-you-go	2,720,000	2,778,000	2,778,000	58,000	2.1%
Watershed Fund Subsidy	550,000	550,000	300,000	(250,000)	-45.5%
Total Other Financing Uses	\$3,270,000	\$3,328,000	\$3,078,000	(\$192,000)	-5.9%
TOTAL	\$425,097,500	\$461,046,100	\$433,441,200	\$8,343,700	2.0%
SURPLUS/(DEFICIT)	\$0	(\$26,329,000)	\$0	\$0	

GENERAL FUND OPERATING BUDGET

FY2020 Adopted Budget	\$425,097,500
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Changes to Expenditures:

Board of Education	\$3,640,600
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Sheriff's Office	\$1,610,700
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Debt Service	\$1,138,800
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County Administered

Emergency Services	\$1,380,600
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Fiscal & Administrative Services	352,800
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County Admin	144,600
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Commissioner Office Administration	112,500
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County Commissioners	59,800
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Remaining County Administered	(123,900)
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Departments	
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Highlights

- Maintenance of effort
- Offset declining State revenues for allocations related to the guaranteed tax base and special education
- Reduced baseline budget due to impact of COVID-19.

- Funds local match for (2) new School Resource Officers
- Funds (2) VICS positions that were previously under a special revenue fund
- 5% COLA for sworn police per County Code
- Budget reductions due to impact of COVID-19
- Adjusts budgets for one time FY2020 expenditures.

- Annual cost to pay the principal and interest on existing debt and the issuance cost for new bond issues

Other General Government

OPEB Contribution	1,000,000
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Election Board	252,100
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State's Attorney	44,600
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Health & Dental - Retiree	379,300
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Remaining	(1,017,000)
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- Increase per Funding Plan

- Equipment costs and additional election day judges

- Full year impact of (2) Attorney positions approved in FY2020

- Increase rate and participation

- Budget reductions due to impact of COVID-19

- Adjusts budgets for one time FY2020 expenditures.

Other Agencies/Misc.

College of Southern MD	(458,900)
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Library	49,200
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Health Department	47,500
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Soil Conservation	54,000
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Other Agencies/Misc.	(31,600)
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Financing Uses	(250,000)
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Contingency	(100,000)
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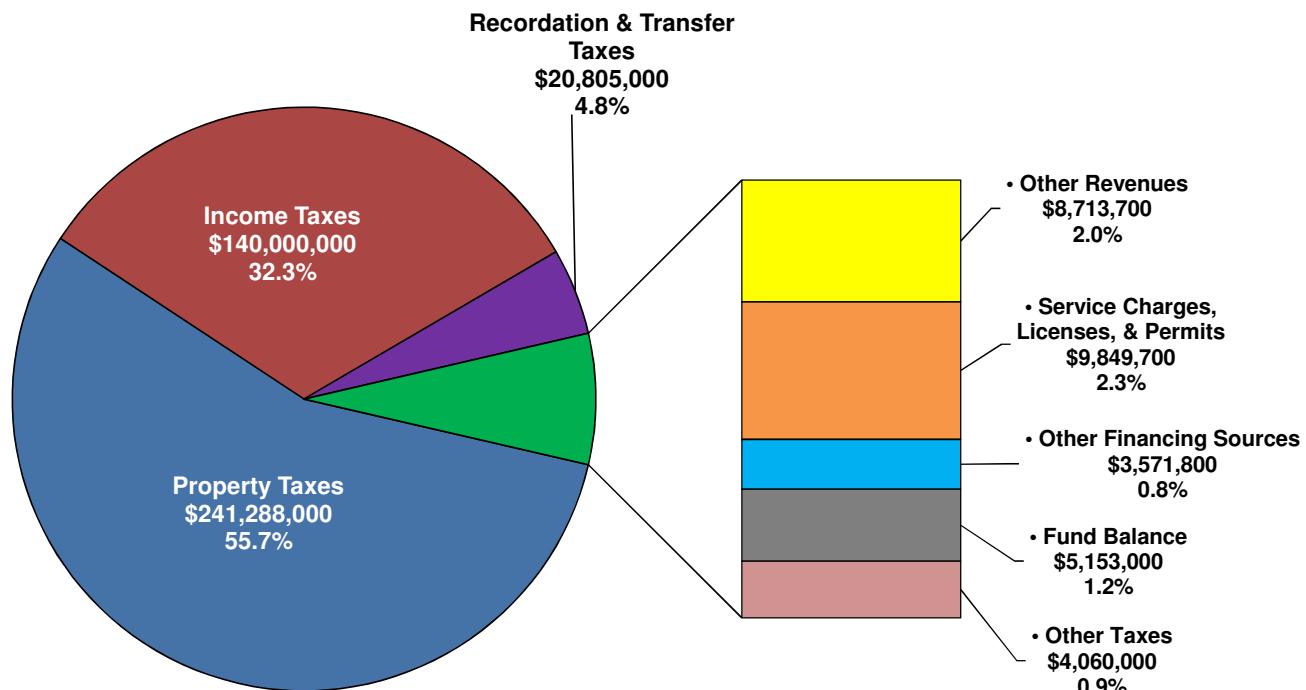
Capital Project Pay-as-you-go	58,000
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Total Adjustment	\$8,343,700
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FY2021 Proposed Budget	\$433,441,200
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GENERAL FUND

FY2021 General Fund Revenues/Financing Sources TOTAL PROPOSED = \$433,441,200



Changes since April 21, 2020 meeting:

Presented on April 21, 2020 **\$432,535,600**

Revised Estimates:

Indirect Cost Allocation	155,000	• In support of cyber security as proposed in the Enterprise funds.
911 Fees	200,000	• Increase in Fees expected
Mobile Integrated Health	80,000	• Hospital support of new nurse position.
Increase in Operating Re却ues	435,000	
Increase Use of Fund Balance	470,600	• Increase For One Time Items for new requests
FY2021 Proposed Re却ues/Financing Sources:	\$433,441,200	

GENERAL FUND OPERATING BUDGET

	<u>FY2020 Adopted</u>	<u>FY2021 Request</u>	<u>FY2021 Proposed</u>	<u>Proposed \$ Change from FY2020</u>	<u>% Chg.</u>
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
<u>PROPERTY TAXES:</u>					
Real Property - Full Year	\$208,391,000	\$215,338,000	\$215,338,000	\$6,947,000	3.3%
Real Property - Half Year	285,300	302,400	302,400	17,100	6.0%
Real Property-Quarter Year	142,600	151,200	151,200	8,600	6.0%
Real Property-Three-Quarter Year	428,000	454,000	454,000	26,000	6.1%
Business Personal Property	278,000	276,000	250,000	(28,000)	-10.1%
Railroads & Public Utilities	9,741,000	9,561,000	9,561,000	(180,000)	-1.8%
Ordinary Business Corp.	6,924,900	7,117,900	6,340,000	(584,900)	-8.4%
Payment in Lieu of Tax: Morgantown	7,938,800	7,938,800	7,938,800	0	0.0%
Payment in Lieu of Tax: CPV	3,346,200	3,226,100	3,226,100	(120,100)	-3.6%
Penalties & Interest	600,000	600,000	600,000	0	0.0%
Half Year Tax Billing	400,000	436,100	436,100	36,100	9.0%
Subtotal	\$238,475,800	\$245,401,500	\$244,597,600	\$6,121,800	2.6%
Homestead Tax Credit	(174,700)	(225,800)	(225,800)	(51,100)	29.3%
Low Income Tax Credit	(694,000)	(760,000)	(760,000)	(66,000)	9.5%
Senior Tax Credit	(310,000)	(280,000)	(280,000)	30,000	-9.7%
Ag. Preservation Tax Credit	(131,000)	(125,000)	(125,000)	6,000	-4.6%
Tax Differ.- La Plata	(1,675,000)	(1,806,600)	(1,806,600)	(131,600)	7.9%
Tax Differ.- Indian Head	(100,000)	(105,000)	(105,000)	(5,000)	5.0%
Surviving Spouse Tax Credit	(7,000)	(7,000)	(7,000)	0	0.0%
Conservation Easement Tax Credit	(200)	(200)	(200)	0	0.0%
Subtotal	(\$3,091,900)	(\$3,309,600)	(\$3,309,600)	(\$217,700)	7.0%
Total Property Taxes	\$235,383,900	\$242,091,900	\$241,288,000	\$5,904,100	2.5%
<u>INCOME TAX</u>	\$134,337,000	\$142,200,000	\$140,000,000	\$5,663,000	4.2%
<u>RECORDATION TAX</u>	\$13,305,000	\$14,400,000	\$14,400,000	\$1,095,000	8.2%
<u>TRANSFER TAX</u>	\$5,920,000	\$6,405,000	\$6,405,000	\$485,000	8.2%
<u>OTHER TAXES:</u>					
Hotel/Motel Room	\$1,174,000	\$1,000,000	\$1,000,000	(\$174,000)	-14.8%
Highway User	2,133,000	2,210,000	2,210,000	77,000	3.6%
Admission and Amusement	910,000	800,000	800,000	(110,000)	-12.1%
Heavy Equipment	0	50,000	50,000	50,000	N/A
Total Other Local Taxes	\$4,217,000	\$4,060,000	\$4,060,000	(\$157,000)	-3.7%
<u>LICENSES & PERMITS</u>					
Trader License	\$224,600	\$211,200	\$211,200	(\$13,400)	-6.0%
Alcoholic License	215,700	215,700	215,700	0	0.0%
Building Permits	153,000	150,000	150,000	(3,000)	-2.0%
Park Permits	104,200	101,900	101,900	(2,300)	-2.2%
Electrical Exams	84,800	83,000	83,000	(1,800)	-2.1%
Electrical Permits	70,000	73,000	73,000	3,000	4.3%
Pumbing Permits	59,600	100,000	100,000	40,400	67.8%
Trailer Permits	44,300	44,300	44,300	0	0.0%
Civil Marriage Licenses	40,000	36,000	36,000	(4,000)	-10.0%
Other	87,300	82,800	82,800	(4,500)	-5.2%
Total Licenses & Permits	\$1,083,500	\$1,097,900	\$1,097,900	\$14,400	1.3%
<u>INTERGOVERNMENTAL:</u>					
<u>State</u>					
Aid for Police Protection	\$1,300,000	\$1,311,000	\$1,311,000	\$11,000	0.8%
State Aid For Inmate Operating	157,000	125,000	125,000	(32,000)	-20.4%
Jury Fee Reimbursement	119,500	119,500	119,500	0	0.0%
Other	71,600	89,500	89,500	17,900	25.0%
Subtotal	\$1,648,100	\$1,645,000	\$1,645,000	(\$3,100)	-0.2%

GENERAL FUND OPERATING BUDGET

	<u>FY2020 Adopted</u>	<u>FY2021 Request</u>	<u>FY2021 Proposed</u>	<u>Proposed \$ Change from FY2020</u>	<u>% Chg.</u>
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
Local Governments					
Animal Shelter- St. Mary's	\$508,500	\$522,500	\$522,500	\$14,000	2.8%
Subtotal	\$508,500	\$522,500	\$522,500	\$14,000	2.8%
Total Intergovernmental	\$2,156,600	\$2,167,500	\$2,167,500	\$10,900	0.5%
<u>SERVICE CHARGES:</u>					
Em. Medical Svcs. Billing Fee	\$1,420,000	\$1,600,000	\$1,600,000	\$180,000	12.7%
Indirect Cost Allocation	1,279,500	1,338,700	1,493,700	214,200	16.7%
Local 911 Aid	1,300,000	1,500,000	1,700,000	400,000	30.8%
Park Fees	717,800	717,800	717,800	0	0.0%
Reclaimed Water Sales	1,183,700	1,183,700	1,183,700	0	0.0%
Sheriff Fees	500,000	460,000	460,000	(40,000)	-8.0%
Custodial Fee	350,100	358,600	358,600	8,500	2.4%
False Alarm Registrations	306,500	306,500	306,500	0	0.0%
Sheriff Pay Phone Commissions	140,000	140,000	140,000	0	0.0%
Room & Board Detention Center	115,000	115,000	115,000	0	0.0%
Other	783,300	676,500	676,500	(106,800)	-13.6%
Total Service Charges	\$8,095,900	\$8,396,800	\$8,751,800	\$655,900	8.1%
<u>FINES & FORFEITURES</u>					
Red Light Camera Fines	\$1,820,000	\$1,820,000	\$1,820,000	\$0	0.0%
Speed Camera Fines	1,400,000	1,300,000	1,300,000	(100,000)	-7.1%
False Alarm Fines	223,000	246,000	246,000	23,000	10.3%
Other	97,500	111,500	111,500	14,000	14.4%
Total Fines & Forfeitures	\$3,540,500	\$3,477,500	\$3,477,500	(\$63,000)	-1.8%
<u>OTHER INCOME</u>					
Rent	\$1,267,400	\$1,262,700	\$1,262,700	(\$4,700)	-0.4%
Interest	5,000,000	1,000,000	1,000,000	(4,000,000)	-80.0%
Sale of Fixed Assets	250,000	250,000	250,000	0	0.0%
Miscellaneous	439,000	476,000	556,000	117,000	26.7%
Total Miscellaneous	\$6,956,400	\$2,988,700	\$3,068,700	(\$3,887,700)	-55.9%
TOTAL OPERATING REVENUES	\$414,995,800	\$427,285,300	\$424,716,400	\$9,720,600	2.3%
<u>Financing Sources</u>					
Transfer from Capital Project Fund	\$2,671,800	\$2,671,800	\$2,671,800	\$0	0.0%
Transfer from Special Revenue Fund	1,000,000	900,000	900,000	(100,000)	-10.0%
Subtotal: Financing Sources	\$3,671,800	\$3,571,800	\$3,571,800	(\$100,000)	-2.7%
<u>Fund Balance</u>					
Reserve for Priorities	6,429,900	3,860,000	5,153,000	(1,276,900)	-19.9%
Subtotal: Fund Balance	\$6,429,900	\$3,860,000	\$5,153,000	(\$1,276,900)	-19.9%
TOTAL OTHER FINANCING SOURCES	\$10,101,700	\$7,431,800	\$8,724,800	(\$1,376,900)	-13.6%
TOTAL	\$425,097,500	\$434,717,100	\$433,441,200	\$8,343,700	2.0%



About the Charles County Budget

Your Tax Dollar at Work

A quick-look summary of the **Fiscal Year 2021** general fund budget for Charles County. We believe a good budgeting process engages those who are responsible for adhering to the budget and implementing the organization's objectives in creating the budget. Budgeting decisions are driven both by mission priorities and fiscal accountability.

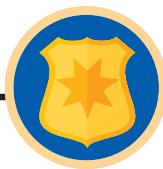
Proposed Fiscal 2021: \$433,441,200



Education

\$210,081,000 • 48.5%

Board of Education Total: \$195,714,600



Sheriff's Office

\$96,364,700 • 22.2%



County Government

\$67,660,500 • 15.6%



What is the General Fund?

The general fund is the largest operating fund of Charles County Government.

The 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, which are called enterprise funds.

Debt Service
\$32,358,700 • 7.5%



Other Agencies
\$14,068,200 • 3.2%

State's Attorney, Health Department, Circuit Court, Election Board, Other



Miscellaneous
\$12,908,100 • 3.0%

Retiree Fringe, Central Services, Contingency, Capital Project Transfer, Watershed Fund Subsidy



GENERAL FUND OPERATING BUDGET

	<u>FY2020 Adopted</u>	<u>FY2021 Request</u>	<u>FY2021 Baseline</u>	<u>FY2021 Proposed</u>	<u>Proposed \$ Change from FY2020</u>	<u>% Chg.</u>
EXPENDITURES BY DIVISION						
<u>EDUCATION</u>						
Board of Education	\$192,074,000	\$202,080,200	\$196,680,700	\$195,714,600	\$3,640,600	1.9%
College of Southern Maryland	10,380,100	10,165,200	9,921,200	9,921,200	(458,900)	-4.4%
Library	4,382,400	4,481,600	4,481,600	4,431,600	49,200	1.1%
Other	13,600	13,600	13,600	13,600	0	0.0%
Total Education	\$206,850,100	\$216,740,600	\$211,097,100	\$210,081,000	\$3,230,900	1.6%
<u>PUBLIC SAFETY</u>						
Sheriff	\$72,397,800	\$81,285,500	\$73,745,600	\$74,050,600	\$1,652,800	2.3%
Corrections	19,938,800	21,483,400	20,231,000	20,025,400	86,600	0.4%
Automated Enforcement Unit (AEU)	2,049,000	2,016,500	2,005,000	1,969,500	(79,500)	-3.9%
Fingerprinting Service	368,400	324,600	319,200	319,200	(49,200)	-13.4%
Sheriff's Office	\$94,754,000	\$105,110,000	\$96,300,800	\$96,364,700	\$1,610,700	1.7%
Emergency Services Administration	437,700	435,000	405,400	404,500	(33,200)	-7.6%
False Alarm Reduction Unit	189,700	193,600	193,600	193,600	3,900	2.1%
Animal Control	746,300	832,700	750,800	738,900	(7,400)	-1.0%
Animal Shelter	1,060,100	1,097,100	1,066,400	1,056,800	(3,300)	-0.3%
Fire/EMS Communications	4,173,000	4,386,500	4,244,700	4,201,400	28,400	0.7%
Career Emergency Medical Services	10,640,500	13,096,400	11,104,300	12,021,800	1,381,300	13.0%
Special Operations	256,500	538,700	261,700	259,600	3,100	1.2%
Emergency Management	165,200	173,100	173,100	173,000	7,800	4.7%
Subtotal: Emergency Services	\$17,669,000	\$20,753,100	\$18,200,000	\$19,049,600	\$1,380,600	7.8%
Total Public Safety	\$112,423,000	\$125,863,100	\$114,500,800	\$115,414,300	\$2,991,300	2.7%
<u>DEBT SERVICE</u>						
Principal	\$22,207,900	\$22,977,800	\$22,993,800	\$22,994,800	\$786,900	3.5%
Interest	8,285,600	8,536,900	8,520,900	8,535,000	249,400	3.0%
Miscellaneous	726,400	828,900	828,900	828,900	102,500	14.1%
Total Debt Service	\$31,219,900	\$32,343,600	\$32,343,600	\$32,358,700	\$1,138,800	3.6%
<u>GENERAL GOVERNMENT</u>						
Central Services	\$4,135,600	\$3,433,700	\$3,217,200	\$3,222,300	(\$913,300)	-22.1%
OPEB Contribution	2,000,000	3,000,000	3,000,000	3,000,000	1,000,000	50.0%
Election Board	1,570,300	1,930,000	1,824,400	1,822,400	252,100	16.1%
Liquor Board	264,300	269,800	269,800	268,300	4,000	1.5%
Orphan's Court	63,500	64,500	64,500	64,500	1,000	1.6%
Circuit Court	1,813,300	1,810,100	1,710,800	1,699,600	(113,700)	-6.3%
State's Attorney	4,535,600	5,307,800	4,647,000	4,580,200	44,600	1.0%
Fringe Benefits	3,228,500	3,635,000	3,635,000	3,607,800	379,300	11.7%
Volunteer Fire & Rescue Subsidy	20,000	25,000	25,000	25,000	5,000	25.0%
Subtotal: Other General Govt.	\$17,631,100	\$19,475,900	\$18,393,700	\$18,290,100	\$659,000	3.7%
County Commissioners	\$707,600	\$782,700	\$691,200	\$782,700	\$75,100	10.6%
Administrative Services	1,627,100	1,991,200	1,976,200	1,806,500	179,400	11.0%
County Attorney	1,243,100	1,284,600	1,284,600	1,259,700	16,600	1.3%
Human Resources	1,096,300	1,149,900	1,149,900	1,134,800	38,500	3.5%
Subtotal: County Administered General Government	\$4,674,100	\$5,208,400	\$5,101,900	\$4,983,700	\$309,600	6.6%
Total General Government	\$22,305,200	\$24,684,300	\$23,495,600	\$23,273,800	\$968,600	4.3%

GENERAL FUND OPERATING BUDGET

	FY2020 <u>Adopted</u>	FY2021 <u>Request</u>	FY2021 <u>Baseline</u>	FY2021 <u>Proposed</u>	Proposed \$ Change from FY2020	% <u>Chg.</u>
EXPENDITURES BY DIVISION						
<u>FISCAL & ADMINISTRATIVE SERVICES</u>						
Administration	\$249,700	\$258,400	\$258,400	\$253,900	\$4,200	1.7%
Budget	453,700	458,400	458,400	451,300	(2,400)	-0.5%
Information Technology	3,333,300	3,915,000	3,644,100	3,651,200	317,900	9.5%
Purchasing	391,100	403,600	403,600	399,000	7,900	2.0%
Treasury	1,330,500	1,394,300	1,348,700	1,332,000	1,500	0.1%
Accounting	1,127,500	1,260,200	1,167,300	1,151,200	23,700	2.1%
Total Fiscal & Admin. Services	\$6,885,800	\$7,689,900	\$7,280,500	\$7,238,600	\$352,800	5.1%
<u>PUBLIC WORKS - FACILITIES</u>						
Administration	\$642,200	\$635,400	\$635,400	\$624,000	(\$18,200)	-2.8%
Building & Trades	8,016,400	7,934,700	7,804,000	7,774,200	(242,200)	-3.0%
Vehicle Maintenance	971,400	1,062,700	1,041,600	1,020,600	49,200	5.1%
Roads	6,135,300	6,479,000	6,210,800	5,910,500	(224,800)	-3.7%
Total Public Works	\$15,765,300	\$16,111,800	\$15,691,800	\$15,329,300	(\$436,000)	-2.8%
<u>COMMUNITY SERVICES</u>						
Administration	\$377,600	\$437,200	\$376,700	\$372,900	(\$4,700)	-1.2%
Aging & Human Services	1,798,900	1,841,300	1,747,400	1,719,800	(79,100)	-4.4%
Housing Authority	607,300	1,349,700	627,400	598,100	(9,200)	-1.5%
Total Community Services	\$2,783,800	\$3,628,200	\$2,751,500	\$2,690,800	(\$93,000)	-3.3%
<u>RECREATION, PARKS, AND TOURISM</u>						
Administration	\$744,000	\$753,100	\$753,100	\$736,000	(\$8,000)	-1.1%
Recreation	2,540,500	2,857,900	2,745,700	2,701,600	161,100	6.3%
Parks & Grounds	5,168,900	5,808,400	5,310,500	5,226,400	57,500	1.1%
Tourism	851,600	864,800	838,800	820,200	(31,400)	-3.7%
Total Recreation, Parks, & Tourism	\$9,305,000	\$10,284,200	\$9,648,100	\$9,484,200	\$179,200	1.9%
<u>PLANNING & GROWTH MANAGEMENT</u>						
Administration	\$555,800	\$661,400	\$559,700	\$547,400	(\$8,400)	-1.5%
Transit	3,694,300	4,578,000	3,995,600	3,915,600	221,300	6.0%
Planning	1,686,400	1,924,000	1,732,600	1,694,300	7,900	0.5%
Inspections & Enforcement	495,500	546,600	546,600	535,400	39,900	8.1%
Codes & Permits	389,500	397,400	397,400	390,500	1,000	0.3%
Total Planning & Growth Mgmt.	\$6,821,500	\$8,107,400	\$7,231,900	\$7,083,200	\$261,700	3.8%
<u>ECONOMIC DEVELOPMENT</u>						
Economic Development Department	\$1,829,600	\$2,072,200	\$1,851,000	\$1,801,100	(\$28,500)	-1.6%
Other Economic Development Svcs	188,000	258,000	188,000	188,000	0	0.0%
Total Economic Development	\$2,017,600	\$2,330,200	\$2,039,000	\$1,989,100	(\$28,500)	-1.4%
<u>HEALTH SERVICES</u>						
Health Department	\$2,815,500	\$2,954,500	\$2,811,000	\$2,863,000	\$47,500	1.7%
Water & Sewer Services	203,200	211,300	211,300	211,300	8,100	4.0%
Mosquito Control	124,000	124,000	124,000	124,000	0	0.0%
Dept. of Health & Mental Hygiene	120,400	120,400	120,400	120,400	0	0.0%
Total Health	\$3,263,100	\$3,410,200	\$3,266,700	\$3,318,700	\$55,600	1.7%
<u>SOCIAL SERVICES</u>						
Department of Social Services	\$324,000	\$324,000	\$324,000	\$324,600	\$600	0.2%
Charles County Charitable Trust, Inc.	1,009,300	1,231,100	1,009,300	1,009,300	0	0.0%
Other Agency Funding	48,700	48,700	48,700	48,700	0	0.0%
Total Social Services	\$1,382,000	\$1,603,800	\$1,382,000	\$1,382,600	\$600	0.0%

GENERAL FUND OPERATING BUDGET

	FY2020 <u>Adopted</u>	FY2021 <u>Request</u>	FY2021 <u>Baseline</u>	FY2021 <u>Proposed</u>	Proposed \$ Change from FY2020	% <u>Chg.</u>
EXPENDITURES BY DIVISION						
<u>CONSERVATION OF NATURAL RESOURCES</u>						
University of MD Extension	\$226,800	\$232,600	\$232,600	\$230,700	\$3,900	1.7%
Soil Conservation	398,400	539,600	417,100	452,400	54,000	13.6%
Weed Control	15,800	15,800	15,800	15,300	(500)	-3.2%
So. MD Resource Conservation	10,200	15,300	10,500	10,500	300	2.9%
Gypsy Moth	9,000	9,000	9,000	5,000	(4,000)	-44.4%
Waterman's Assoc. of Charles Cty.	40,000	40,000	0	0	(40,000)	-100.0%
Forest Conservancy District Board	5,000	5,000	5,000	5,000	0	0.0%
Total Conservation of Natural Resources	\$705,200	\$857,300	\$690,000	\$718,900	\$13,700	1.9%
<u>CONTINGENCY</u>						
Contingency	\$100,000	\$4,063,500	\$4,063,500	\$0	(\$100,000)	-100.0%
Total Contingency	\$100,000	\$4,063,500	\$4,063,500	\$0	(\$100,000)	-100.0%
TOTAL EXPENDITURES	\$421,827,500	\$457,718,100	\$435,482,100	\$430,363,200	\$8,535,700	2.0%
<u>FINANCING USES:</u>						
Capital Project Pay-as-you-go	\$2,720,000	\$2,778,000	\$2,778,000	\$2,778,000	\$58,000	2.1%
Watershed Fund Subsidy	550,000	550,000	550,000	300,000	(250,000)	-45.5%
TOTAL FINANCING USES	\$3,270,000	\$3,328,000	\$3,328,000	\$3,078,000	(\$192,000)	-5.9%
TOTAL EXPENDITURES & OTHER FINANCING USES:	\$425,097,500	\$461,046,100	\$438,810,100	\$433,441,200	\$8,343,700	2.0%

COUNTY AGENCIES

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Board of Education

What's in the FY2021 Proposed Budget?

- Provides funding for the Maintenance of Effort level increase which is required by law. The County's Maintenance of Effort increase is \$1,930,600.
- The remaining increase of \$1,710,000 is to offset declining State revenue allocations related to the guaranteed tax base and special education.
- State funding is increasing by approximately \$2.9 million.
- The County's Debt Service payment associated with the Capital Improvement Program for Board of Education projects are in the Debt Service budget and equals approximately \$6.6 million.

Requests Greater than Proposed:

- The Board of Education is requesting an additional \$6,365,600 from the County based on the revised request.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Sheriff's Office

What's in the FY2021 Proposed Budget?

- Sworn Officers per the County Code are legally tied to the State Police PayScale. The Governor's budget includes a 5% COLA on July 1, 2020 for the State Police. The budget was increased to match this action.
- Provides funding to support the grant application request for two additional School Resource Officers in Charles County Public Schools.
- Transitions two employees who support the Volunteers in Community Service (VICS) program to the general fund from a special revenue fund.
- The County's Debt Service payment for Sheriff's Office vehicles and equipment that are bank finance is approximately \$1.0 million. This is included in the Debt Service Budget.
- Funding for vehicles and equipment purchase to be determined.
- The Property Insurance increase and the Other-Post Employee Benefits (OPEB) increase for the Sheriff's Office is included in the Central Services Budget.
- Total one-time funding from Fund Balance Reserves = \$513,200
 - The FY2020 budget included \$2,261,400 in one time funding from reserves.
 - Excluding one-time funding the percent change = 3.6%

Requests Greater than Proposed:

- The Sheriff's Office is requesting an additional \$8,745,300 from the County.
 - Requesting seven (7) additional Sworn Officers - \$748,000
 - Requesting a total of eleven (11) Correctional Officers - \$936,800
 - Requesting 38.6 new Civilian full time equivalent positions - \$2,515,100
 - Requesting to reclassify current positions to a higher grade - \$304,700
 - Requesting \$3,791,400 more in operating costs
 - \$449,300 in budget reductions were implemented due to COVID-19.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

College of Southern MD

What's in the FY2021 Proposed Budget?

- Maintenance of Effort funding.
- The FY2020 budget included \$458,900 of one time funding towards technology upgrades for the College's enterprise reporting system. Providing funding for these upgrades is not needed for FY2021.
- The County's Debt Service payment associated with the Capital Improvement Program for College of Southern Maryland projects are in the Debt Service budget and equals approximately \$1.6 million.

Requests Greater than Proposed:

- The College of Southern Maryland is requesting an additional \$244,000 from the County.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Library

What's in the FY2021 Proposed Budget?

- Additional funding of \$18,600 to support the full year impact of the merit received in FY2020.
- Increase in funding for health care costs.
- State funding is increasing by \$55,000.

Requests Greater than Proposed:

- Baseline budget was reduced by \$50,000 due to COVID-19.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- <u>\$ Change from FY2020</u>	% <u>Chg.</u>
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

State's Attorney

What's in the FY2021 Proposed Budget?

- The full year impact of two (2) Attorney positions that was approved during FY2020 adoption.

Requests Greater than Proposed:

- The State's Attorney is requesting an additional \$727,600 from the County.
 - \$83,900 for new Trail Attorney (1.0 FTE)
 - \$101,500 for new Diversion Programs Supervisor (1.0 FTE)
 - \$121,700 for new Conviction Integrity Attorney (1.0 FTE)
 - \$105,400 for new Conviction Integrity Investigator (1.0 FTE)
 - \$105,400 for new Interagency Victim/Witness Coordinator (1.0 FTE)
 - \$31,300 for additional Part Time staff.
 - \$111,600 request greater than baseline.
 - \$66,800 in budget reductions were implemented due to COVID-19.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Health Department

What's in the FY2021 Proposed Budget?

- Increase in funding to support a new Environmental Health Assistant Director position to triage and fast track inspections and to fully participate in public health emergencies (i.e., sewage spills, food borne outbreaks, etc.).

To help offset the cost of this position:

- \$25K of County funds originally allocated for Narcan will be reallocated as the State now provides.
- \$15K of operating costs that the County pays on the Health Department's behalf were reduced based on current trends.
- \$4.5K of one-time salary supplement in FY2020 will be reallocated to this new position.

Requests Greater than Proposed:

- The Health Department is requesting an additional \$76,500 from the County.
 - \$44,000 Funding to support the 2% COLA their employees will receive from the State Governor.
 - \$20,000 Hire a consultant to analyze data and write a 5 year plan to address Health Disparities in the County.
 - \$12,500 Part-Time Sanitarian to assist with straw ban. (starting in Jan. 2021)

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Circuit Court

What's in the FY2021 Proposed Budget?

- Continued support of the Law Library due to unstable revenue sources driven by the Justice Reinvestment Act.
- Additional Maintenance funding associated with smart courtrooms.
- Total one-time funding from Fund Balance Reserves = \$11,500
 - Excluding one-time funding the percent change = -1.7%
 - The FY2020 Budget included \$96,100 in one time funding from fund balance reserves.
 - The FY2021 Budget \$11,500 is for a CourtSmart Listening Room & CourtSmart disk burner.

Requests Greater than Proposed:

- The Circuit Court is requesting an additional \$159,200 from the County.
 - \$73,300 for a new Caseflow Management Coordinator position.
 - \$17,000 for a Video Remote Interpreting Equipment (2 Courtrooms).
 - \$20,000 in budget reductions were implemented due to COVID-19.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Election Board

[What's in the FY2021 Proposed Budget?](#)

- The County's share of the State Board of Election's Equipment costs was increased based on the State's projection of costs.
- Board of Election employees are State employees funded by the County. The budget provides funding for approved salary increases for their employees.
- Anticipated increase in election board judges due to Presidential Election.
- Total one-time funding from Fund Balance Reserves = \$46,100.
-Excluding one-time funding the percent change =13.3%

Requests Greater than Proposed:

- \$105,600 request for additional rental space for use by election judges, training, storage, and packing election kits.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
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5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Department of Social Services

[**What's in the FY2021 Proposed Budget?**](#)

- Continued support of the Outreach Coordinator position that was approved for FY2020.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY AGENCIES**

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>Agency Request</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY AGENCIES						
2	Board of Education	\$192,074,000	\$202,080,200	\$195,714,600	\$3,640,600	1.9%
9	Sheriff's Office	94,754,000	105,110,000	96,364,700	1,610,700	1.7%
3	College of Southern MD	10,380,100	10,165,200	9,921,200	(458,900)	-4.4%
5	Library	4,382,400	4,481,600	4,431,600	49,200	1.1%
56	State's Attorney	4,535,600	5,307,800	4,580,200	44,600	1.0%
108	Health Department	2,815,500	2,954,500	2,863,000	47,500	1.7%
53	Circuit Court	1,813,300	1,810,100	1,699,600	(113,700)	-6.3%
51	Election Board	1,570,300	1,930,000	1,822,400	252,100	16.1%
112	Department of Social Services	324,000	324,000	324,600	600	0.2%
112	Charles County Charitable Trust	1,009,300	1,231,100	1,009,300	0	0.0%

Charles County Charitable Trust

What's in the FY2021 Proposed Budget?

- Provides \$150,200 towards operating costs which is a \$75,000 reduction over FY2020.
- Non-Profit Grant Awards is increased by \$75,000 increase to \$859,100.

Requests Greater than Proposed:

- Charitable Trust Operating budget is requesting additional \$80,900 from the County.
- Requesting \$140,900 in funding for their Non-Profit Grant Awards.

COUNTY ADMINISTRATOR

– BY DEPARTMENT

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

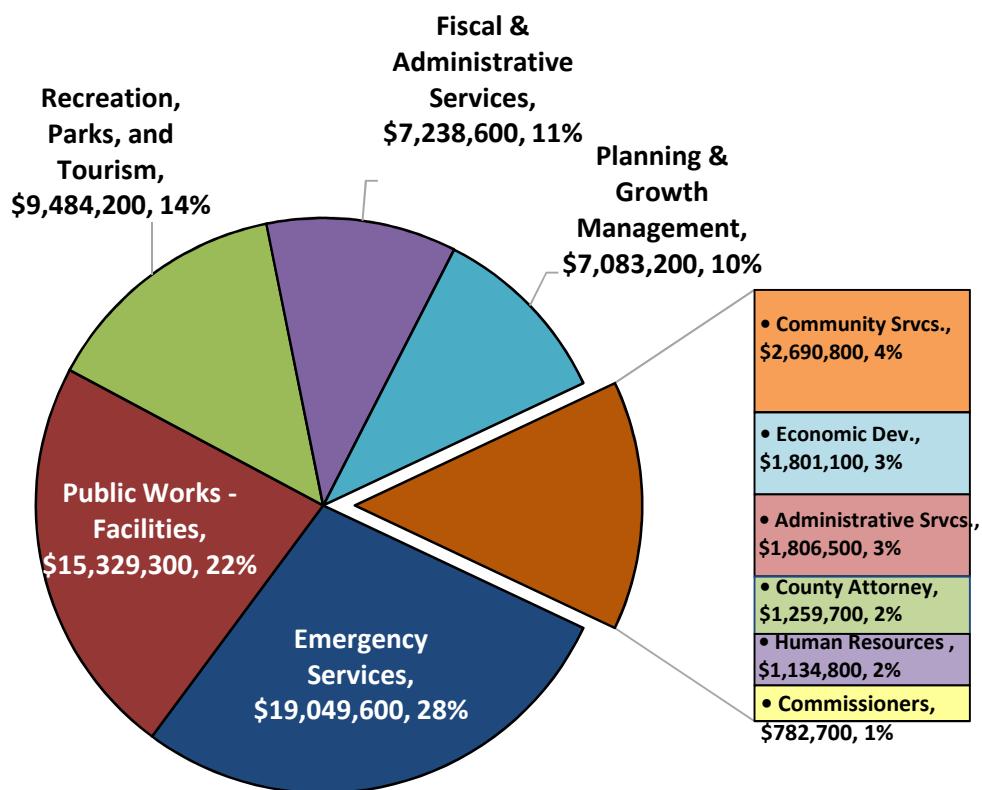
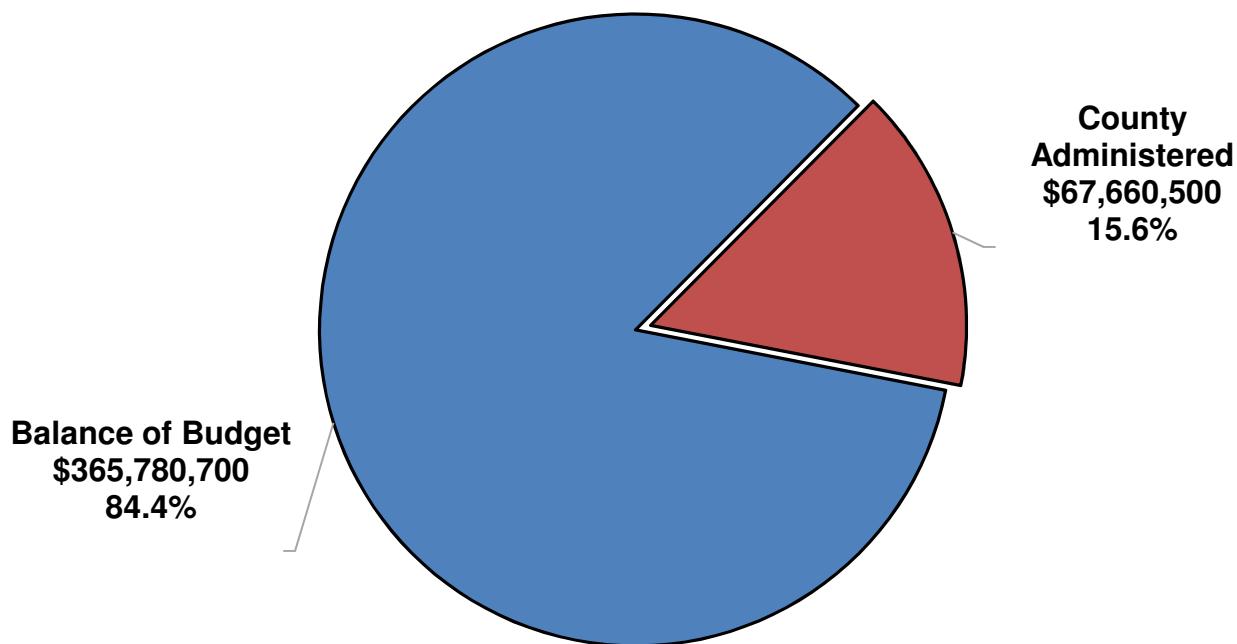
<u>Dept.</u>		<u>FY2021</u>	<u>-FY2021 Proposed-</u>	
<u>Detail</u>	<u>FY2020</u>	<u>County Admin.</u>	<u>\$ Change</u>	<u>%</u>
<u>Page#</u>	<u>Adopted</u>	<u>Proposed</u>	<u>from FY2020</u>	<u>Chg.</u>
COUNTY ADMINISTERED- BY DEPARTMENT				
24	Emergency Services	\$17,669,000	\$19,049,600	\$1,380,600 7.8%
70	Public Works - Facilities	15,765,300	15,329,300	(436,000) -2.8%
86	Recreation, Parks, and Tourism	9,305,000	9,484,200	179,200 1.9%
58	Fiscal & Administrative Services	6,885,800	7,238,600	352,800 5.1%
95	Planning & Growth Management	6,821,500	7,083,200	261,700 3.8%
78	Community Services	2,783,800	2,690,800	(93,000) -3.3%
104	Economic Development	1,829,600	1,801,100	(28,500) -1.6%
40	Administrative Services	1,627,100	1,806,500	179,400 11.0%
39	County Commissioners	707,600	782,700	75,100 10.6%
43	County Attorney	1,243,100	1,259,700	16,600 1.3%
45	Human Resources	1,096,300	1,134,800	38,500 3.5%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400 2.9%
COUNTY ADMINISTERED- BY ACCOUNT CLASSIFICATION				
	Personal Services	\$34,950,800	\$36,220,900	\$1,270,100 3.6%
	Fringe Benefits	10,485,400	10,935,500	450,100 4.3%
	Operating Costs	16,043,700	15,903,000	(140,700) -0.9%
	Local Match for Grants	4,093,900	4,526,100	432,200 10.6%
	Capital Outlay	160,300	75,000	(85,300) -53.2%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400 2.9%

NOTES:

- Total one-time funding from Fund Balance Reserves = \$231,200.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

FY2021 PROPOSED BUDGET



**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

Dept. Detail Page#		FY2020 Adopted	FY2021 County Admin. Proposed	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY ADMINISTERED- BY DEPARTMENT					
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86	Recreation, Parks, and Tourism	9,305,000	9,484,200	179,200	1.9%
58	Fiscal & Administrative Services	6,885,800	7,238,600	352,800	5.1%
95	Planning & Growth Management	6,821,500	7,083,200	261,700	3.8%
78	Community Services	2,783,800	2,690,800	(93,000)	-3.3%
106	Economic Development	1,829,600	1,801,100	(28,500)	-1.6%
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43	County Attorney	1,243,100	1,259,700	16,600	1.3%
45	Human Resources	1,096,300	1,134,800	38,500	3.5%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Emergency Services

What's in the FY2021 Proposed Budget?

- Funding for new (10) new position for Emergency Medical Services (EMS) to provide additional EMS crew in Waldorf.
- Funding to support a reorganization in EMS which will add (2) new EMS Captain positions and upgrade of (5) current positions to Paramedic Supervisors and (1) position to Assistant Chief of Special Operations. The reorganization is needed to alleviate the strain that has been placed on the current supervisors by creating a 3rd battalion.
- Continues to fund the Mobile Integrated Health program. The hospital will be providing support to fund the nurse position that will be transitioning from the health department to EMS.
- Includes the full year impact of new positions approved during the FY2020 budget adoption.
- Increase in funding for medical supplies and contractual services to support our first responders in EMS.
- Purchase of replacement equipment/vehicles that will be bank financed and included in the Debt Service budget.
- Total one-time funding from Fund Balance Reserves = \$75,000
 - Excluding one-time funding the percent change = 7.4%

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

Dept. Detail Page#		FY2020 Adopted	FY2021 County Admin. Proposed	-FY2021 Proposed- \$ Change from FY2020	% Chg.
COUNTY ADMINISTERED- BY DEPARTMENT					
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106	Economic Development	1,829,600	1,801,100	(28,500)	-1.6%
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43	County Attorney	1,243,100	1,259,700	16,600	1.3%
45	Human Resources	1,096,300	1,134,800	38,500	3.5%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Public Works - Facilities

What's in the FY2021 Proposed Budget?

- Funding to support significant repairs needed at the County's fueling sites to meet Department of Maryland Department of the Environment regulations.
- A reduction in anticipated electricity and utility costs due to implementation of energy savings projects. Fuel budgets were reduced by 20% due to declining fuel prices.
- The impact of a reorganization that was approved during FY2020.
- Purchase of replacement equipment/vehicles that will be bank financed and included in the Debt Service budget. Energy Saving projects will be financed and included in the Debt Service budget as well.
- Total one-time funding from Fund Balance Reserves = \$73,000.
 - Excluding one-time funding the percent change = -3.2%

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
COUNTY ADMINISTERED- BY DEPARTMENT					
24	Emergency Services	\$17,669,000	\$19,049,600	\$1,380,600	7.8%
70	Public Works - Facilities	15,765,300	15,329,300	(436,000)	-2.8%
86	Recreation, Parks, and Tourism	9,305,000	9,484,200	179,200	1.9%
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43	County Attorney	1,243,100	1,259,700	16,600	1.3%
45	Human Resources	1,096,300	1,134,800	38,500	3.5%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Recreation, Parks, and Tourism

What's in the FY2021 Proposed Budget?

- Funding to support the County's Recreation programs including the RecAssist program that was implemented during FY2020.
- Increase in part time funding per the new minimum wage law.
- Purchase of replacement equipment/vehicles that will be bank financed and included in the Debt Service budget.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
COUNTY ADMINISTERED- BY DEPARTMENT					
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43	County Attorney	1,243,100	1,259,700	16,600	1.3%
45	Human Resources	1,096,300	1,134,800	38,500	3.5%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Fiscal & Administrative Services

What's in the FY2021 Proposed Budget?

- Provides funding for a new Security Analyst position and multi-factor authentication to assist with all cybersecurity related tasks for the County. Associated costs were covered by increasing the indirect costs allocation to the Enterprise funds.
- Converts part time funding in the Information Technology Division to a full time Technology Support Specialist II position for additional help desk support. No additional cost.
- Includes funding to support other departments information technology software needs including the online permit guide software for PGM, mapping software for Public Works, and online training software for Emergency Services.
- Increased costs associated with the addition of five phone lines and additional cell phone costs to support other departments. Provides technology support for new positions in Emergency Services.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
COUNTY ADMINISTERED- BY DEPARTMENT					
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Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Planning & Growth Management

What's in the FY2021 Proposed Budget?

- Funding to support the County's VanGO program. The County has seen an increase in demand for ADA services for individuals with disabilities who live in fixed-route areas but are unable to access these routes resulting in door to door service.
- The full year impact of the new Inspector position that was approved during FY2020 adoption.
- Total one-time funding from Fund Balance Reserves = \$68,000
 - Excluding one-time funding the percent change = 2.9%

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
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43	County Attorney	1,243,100	1,259,700	16,600	1.3%
45	Human Resources	1,096,300	1,134,800	38,500	3.5%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Community Services

What's in the FY2021 Proposed Budget?

- The County is expected to receive additional grant funds to assist in their effort of providing various services to the Senior Citizens of Charles County. These funds will support personnel costs that are typically funded in the General Fund.
- Increase in the County's subsidy for the Housing and Urban Development (HUD) Housing Choice Voucher (HCV) Program for administrative costs.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
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Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Economic Development

What's in the FY2021 Proposed Budget?

- Provides funding to encourage business growth and expansion through International Trade (Commissioner Goals & Objectives).
- Other operating costs were adjusted based on spending patterns.
- Maintains the department's partnership with the Small Business Development Center.
- Year two of our three year commitment to support the Velocity Center is included under Other Economic Development.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
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Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Administrative Services

What's in the FY2021 Proposed Budget?

- The impact of the Chief Equity Officer position for the County Administrator's Office that was added during FY2020.
- Includes the impact of the three positions that were added during FY2020 for the Commissioner's Office Administration Division: (2) Commissioner Specialist positions and (1) Administrative Associate position. Start dates for two of these positions, which have not been hired yet, have been delayed to November 2020.
- The funding for the vacant Assistant Internal Auditor position has been delayed to July 2021.

FY2021 GENERAL FUND COUNTY ADMINISTRATOR PROPOSED BUDGET COUNTY ADMINISTERED DEPARTMENTS

Dept. Detail Page#		FY2020 <u>Adopted</u>	FY2021 <u>County Admin. Proposed</u>	-FY2021 Proposed- \$ Change from FY2020	% Chg.
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Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

County Commissioners

What's in the FY2021 Proposed Budget?

- Increases funding for Tri-County Council to \$125,000 per House Bill 387.
- Continues to support the Tri-County Council's Youth Employment Program. The funding meets their request of \$91,500 which exceeds the funding approved in the FY2020 by \$29,000. Funding will support 30 Charles County participants. The cost to serve one student in this program is approximately \$3,050.
- Funds the Commissioner salary increases per resolution No. 2018-09.
- Assumes no change to the County Commissioner Expense Policy and maintains annual funding provided in FY2019.

\$3,600 per Commissioner	Annual conferences, conventions, educational seminars, events, meetings, and related transportation, meals, and lodging.
\$1,200 per Commissioner	Mileage reimbursement for use of personal vehicles and/or County owned vehicles when Commissioners personally incur costs for fuel, tolls, parking, and other vehicle related expenses, during the execution of their duties as a County Commissioner.
\$3,000 per Commissioner	Individual Commissioner special projects, individual Commissioner town hall meetings, community outreach, or other activities that are unique to an individual Commissioner in the fulfillment of his or her duties. To qualify for payment through this account, the activities must take place in Charles County and cannot be in support of organizations that already receive funding from the County through the grants award process.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 Proposed</u>	<u>\$ Change from FY2020</u>	<u>% Chg.</u>
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Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

County Attorney

What's in the FY2021 Proposed Budget?

- Increase in contractual professional legal services.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
COUNTY ADMINISTERED DEPARTMENTS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
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43	County Attorney	1,243,100	1,259,700	16,600	1.3%
45	Human Resources	1,096,300	1,134,800	38,500	3.5%
Total - County Administered		\$65,734,100	\$67,660,500	\$1,926,400	2.9%

Human Resources

What's in the FY2021 Proposed Budget?

- Continues to fund the County's intern program.
- Increase in part time funding per the new minimum wage law.

OTHER BUDGETS

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

<u>Dept.</u>		<u>FY2020 Adopted</u>	<u>FY2021 Agency Request</u>	<u>FY2021 County Admin. Proposed</u>	<u>-FY2021 Proposed- \$ Change from FY2020</u>	<u>% Chg.</u>
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47	Fringe Benefits	3,228,500	3,635,000	3,607,800	379,300	11.7%
48	Central Services	4,135,600	3,433,700	3,222,300	(913,300)	-22.1%
120	Contingency	100,000	4,063,500	0	(100,000)	-100.0%
50	OPEB Contribution	2,000,000	3,000,000	3,000,000	1,000,000	50.0%
120	Financing Uses	3,270,000	3,328,000	3,078,000	(192,000)	-5.9%
113	Conservation of Nat. Resources	705,200	857,300	718,900	13,700	1.9%
varies	Other	717,900	801,000	731,000	13,100	1.8%
44	Liquor Board	264,300	269,800	268,300	4,000	1.5%
52	Orphan's Court	63,500	64,500	64,500	1,000	1.6%

Debt Service

[What's in the FY2021 Proposed Budget?](#)

- Annual cost to pay the principal and interest on existing debt and the issuance cost for new bond
 - Includes approximately \$8.2 million for education related debt.
- Annual costs for vehicles/equipment that are bank financed and which paid over a five year period.
 - Payments of \$2.2 million for public safety which includes more than \$1.0 million for Sheriff Office operations and \$700,000 for Volunteer Fire/EMS radios.
- Vehicles/equipment for General Fund operations to be bank financed in FY2021 total \$2,442,200.
- Includes interest costs related to the energy saving projects that will be bank financed.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Fringe Benefits

[What's in the FY2021 Proposed Budget?](#)

- Provides Health Insurance to eligible retirees including County Government, Sheriff's Office, State's Attorney's Office, Circuit Court, and Soil Conservation.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Central Services

What's in the FY2021 Proposed Budget?

- Provides for adequate insurance coverage to safeguard assets such as buildings, vehicles, and equipment.
 - Funds the property & liability insurance for County owned assets including assets operated by the Sheriff's Office and the Library Board.
- Continues to fund the Council of Government's Advancing Racial Equity cohort.
- Funding for legal fees associated with negotiating our new PILOT agreement for the Morgantown Generating Station.
- Studies for FY2021 include:
 - Various Planning Studies: \$60,000
- The FY2020 Budget included \$980,000 in funding for one time studies and \$375,000 in one time health stabilization costs.
- Excluding Studies and other one time uses that vary year to year the, percent change = 3.8%.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Contingency

[What's in the FY2021 Proposed Budget?](#)

- A reserve is not in the proposed budget due to budget reductions associated with COVID-19.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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OPEB Contribution

What's in the FY2021 Proposed Budget?

- Adheres to the strategic plan for the County's Other Post Employee Benefit (OPEB) Contribution for FY2021.
 - Funds transferred to a trust fund for future health care costs.
 - \$750,000 of increase is coming from reserved fund balance.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Financing Uses

What's in the FY2021 Proposed Budget?

- PayGo funding of \$2,778,000 for Capital Projects as presented with the proposed FY21-FY25 CIP.
 - Eva Turner E.S. Modernization and Addition - \$501,000
 - Detention Center Chiller Replacement - \$337,000.
 - Capital Clubhouse Improvements - \$333,000.
 - Park Repair & Maintenance Projects - \$325,000.
 - Old Courthouse Jury Waiting Area Renovations - \$320,000.
 - Government Building Roof Replacement - \$265,000.
 - Government Building Heating Loop Evaluation and Improvements- \$240,000.
 - Safety Upgrades to Middletown Road at Billingsley Road Traffic Signal - \$122,000
 - Elite Gymnastics & Recreation Center Improvements - \$152,000.
 - Mason Springs Kayak Launch- \$120,000.
 - Washington Avenue Shared Use Path/Sidewalk Feasibility Study- \$63,000.
- Fund Balance Reserves would be used towards the CIP.
- A subsidy to the Watershed Restoration & Protection Fund was reduced from \$550,000 to \$300,000 as part of budget reductions due to COVID 19.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Conservation of Natural Resources

What's in the FY2021 Proposed Budget?

- Funds the University of Maryland Extension, Soil Conservation, the Weed Control Program, the Gypsy Moth Suppression Program, Forest Conservancy District Board, and the Resource Conservation & Development (RC&D) budgets.
- The Soil Conservation budget was increased by \$37,500 for one time funding to repair the access road to the Soil Conservation facility.
- Continues to support the Forest Conservancy District Board.
- Gypsy Moth Suppression Program budget was adjusted to current trends.
- The Weed Control Program and the Resource Conservation & Development (RC&D) budgets were slightly adjusted to cover salary increases for staff that was approved during the FY2020 budget adoption.
- The University of Maryland Extension increase is to support their employees who are on the State payscale which will be increased by 2% on January 1, 2021.
- The FY2020 budget included \$40,000 of one time funding for the Charles County Watermen's Association.

Requests Greater than Proposed:

- Soil Conservation is requesting \$85,000 to support an additional Engineer position.
- Resource Conservation & Development (RC&D) is requesting an additional \$4,800 in support from the County.
- The Charles County Watermen's Association is requesting \$40,000 to cover a second year of oyster planting. Based on their estimates, this funding supports the planting of 11 million baby oysters.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Other

[What's in the FY2021 Proposed Budget?](#)

- Other includes funding for education type scholarships, the water & sewer costs for the Fire, Rescue, and EMS facilities that are on the County's Water & Sewer system, funding for Economic Development & Tourism non-profits, the Mosquito Control Program, funding for the Department of Health & Mental Hygiene, a subsidy to the water & sewer fund for services rendered at Charles County's Parks, Community Centers, Libraries, and Sheriff Operated Facilities, and funding for non-profits as required by County code.
- Other budgets consist of:
 - \$13,600 for education type scholarships, flat funding. (pg 7)
 - \$25,000 for the water & sewer costs for the Fire, Rescue, and EMS facilities who are on the County's Water & Sewer system and for the La Plata Volunteer Fire Department, Charles County Rescue Squad, and Potomac Heights Volunteer Fire and Rescue Squad, increase of \$5,000. (pg 47)
 - \$50,000 for Energetics Tech Center, flat funding. (pg 107)
 - \$38,000 for Tourism non profits, flat funding. (pg 107)
 - \$124,000 for the Mosquito Control Program which is partially funded by revenues of \$75,000, flat funding. (pg 110)
 - \$120,400 for the Department of Health & Mental Hygiene, flat funding. (pg 111)
 - \$211,300 for the subsidy to the water & sewer fund for services rendered at Charles County's Parks, Community Centers, Libraries, and Sheriff Operated Facilities, increase of \$8,100. (pg 111)
 - Funding to support the Velocity Center in Indian Head. Second year of the three year commitment of \$100,000 per year to be funded by Fund Balance. (pg 107)
 - Maintains the required funding for Tri-County Community Action Committee, Tri-County Youth Services Bureau and Children's Aid Society (per County code). (pg 112)

Requests Greater than Proposed:

- Economic Development Department is requesting \$70,000 towards economic grants for FY2021.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Liquor Board

What's in the FY2021 Proposed Budget?

- Increase in the stipend for the Board of License Commissioner (Liquor Board) per resolution No. 2018-09.
- Impact of COLA adjustment for a sworn officer per County code.

**FY2021 GENERAL FUND
COUNTY ADMINISTRATOR PROPOSED BUDGET
OTHER BUDGETS**

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Orphan's Court

[What's in the FY2021 Proposed Budget?](#)

- The full year impact of the Charles County Orphan's Court Judges salary increase that was provided on January 1, 2020 per State Legislation and additional increase effective January 2021. Judges will receive additional \$250 each and Chief Judge will receive an additional \$500 each January from January 2021 to January 2022.
- Continues to provide funding for a retired judge receiving the Elected Official Pension benefit.

**FY2021 General Fund
Proposed Use of Fund Balance**

Ref #	Department	Description	Fund Balance
1	Capital Projects	FY21-FY25 CIP - Proposed	1,792,000
2	Capital Projects	Per FY20-FY24 CIP	986,000
3	OPEB	Per our Strategic Plan	750,000
4	Sheriff's Office	Capital Equipment - to be determined	513,200
5	Central Services	Use of Medicare Subsidy Reserve towards Health & Dental	300,000
6	Central Services	Legal Fees for PILOT negotiations	275,000
7	Velocity Center	Year 2 of 3	100,000
8	Emergency Services	EMS - Portable Radios	75,000
9	DPW	Fueling Stations repairs	68,400
10	PGM	Transit Local Match on capital grants	68,000
11	Central Services	Various Planning Studies	60,000
12	Election Board	IT projects and new voting equipment	46,100
13	Soil Conservation	Access Road Upgrade	37,500
14	Central Services	Capital Outlay - security cameras	35,000
15	Central Services	Increase in Security Equipment	15,500
16	FAS - IT	iPad replacement for EMS (previously purchased by Grant)	15,000
17	Circuit Court	CourtSmart Listening Room	9,000
18	DPW	Vehicle Maintenance Tools	4,800
19	Circuit Court	Equipment - Courtsmart disk burner	2,500
FY2021 Fund Balance Budget			\$5,153,000