

## NOTICE OF PUBLIC HEARING

**NOTICE IS HEREBY GIVEN** that the Commissioners of St. Mary's County will hold a Public Hearing on April 23, 2019, at 6:30 p.m. at Leonardtown High School, 23995 Point Lookout Road, Leonardtown, Maryland, 20650 to consider adoption of:

Constant Yield Tax Rate Hearing

Income Tax Rate Increase

Land Use & Growth Management Permit and Public Works & Transportation  
Fee Rate Changes

Recreation & Parks Activity Fund Fees

Mechanicsville VRS Rescue Tax Increase

FY2020 Recommended Budget

Citizens are encouraged to attend and participate in the public hearing.

Written comments may be submitted on or before April 30, 2019, to: Commissioners of St. Mary's County, P.O. Box 653, Leonardtown, MD 20650, or to [csmc@stmarysmd.com](mailto:csmc@stmarysmd.com).

Copies of the proposed Ordinances and the FY2020 Recommended Budget are available in the Department of Finance, St. Mary's County Governmental Center, 41770 Baldrige Street, Leonardtown, Maryland 20650, and under "Public Hearing Notices" at <http://www.co.saint-marys.md.us/>.

Any reasonable accommodation for persons with disabilities should be requested by contacting the St. Mary's County Public Information Officer at (301) 475-4200, Ext. \*1342.

**Note that as a result of the evidence and comments made at the public hearing, amendments may be made to the proposed Ordinance or the FY2020 Recommended Budget.**

COMMISSIONERS OF ST. MARY'S COUNTY

By: L. Jeannett Cudmore, Chief Financial Officer

Advertise April 5 and 12, 2019

**ST. MARY'S COUNTY, MARYLAND**  
**RECOMMENDED ESTIMATE OF**  
**REVENUES AND APPROPRIATIONS**  
**OPERATING AND CAPITAL BUDGETS**

**FISCAL YEAR 2020**

**COMMISSIONERS OF ST. MARY'S COUNTY**

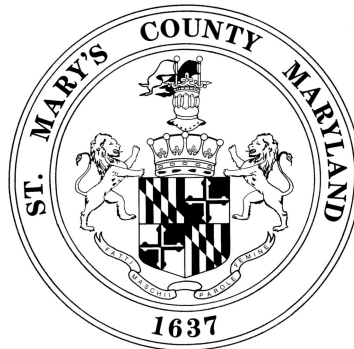
**JAMES R. GUY, PRESIDENT**

**ERIC COLVIN**

**MICHAEL L. HEWITT**

**TODD B. MORGAN**

**JOHN E. O'CONNOR**





# St. Mary's County Government

Dr. Rebecca Bolton Bridgett  
County Administrator

Prepared by:  
Department of Finance

L. Jeannett Cudmore....Chief Financial  
Officer  
Jody L. Quasney.....Deputy Director  
Shelly K. Bean.....Budget Analyst  
Patricia L. Litten .....Budget Analyst  
Sonyia L. Staats .....Budget Analyst  
Eleanor N. Abell .....Sr. Administrative  
Coordinator

ST. MARY'S COUNTY  
GOVERNMENT  
P.O. BOX 653, 41770 Baldrige Street  
Leonardtown, MD 20650  
301.475.4200  
[www.stmarysmd.com](http://www.stmarysmd.com)



## Equal Opportunity

### *Mission Statement*

*The mission of St. Mary's County  
Government is to be responsible and  
accountable to the County's citizens,  
provide high quality, cost effective and  
efficient services, preserve the Counties  
environment, heritage, and rural character,  
and foster opportunities for present and  
future generations.*



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**Commissioners of St. Mary's County  
Maryland**

For the Fiscal Year Beginning  
July 1, 2018

*Christopher P. Morill*

Executive Director

The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

ST. MARY'S COUNTY

RECOMMENDED ESTIMATE OF REVENUES AND  
APPROPRIATIONS

FOR FISCAL YEAR 2019-2020

The Recommended Budget for St. Mary's County for Fiscal Year beginning July 1, 2019 and ending June 30, 2020, as represented by the detailed and fully itemized statement contained within the "Recommended Budget Document", is this date, March 26, 2019 approved by the Commissioners of St. Mary's County.

THIS DATE:

March 26, 2019

BY ORDER OF  
THE COMMISSIONERS  
OF  
ST. MARY'S COUNTY



James R. Guy  
James R. Guy, President

Eric Colvin  
Eric Colvin, Commissioner

Michael L. Hewitt  
Michael L. Hewitt, Commissioner

Todd B. Morgan  
Todd B. Morgan, Commissioner

John E. O'Connor  
John E. O'Connor, Commissioner

ATTEST:

Rebecca Bolton Bridgett  
Dr. Rebecca Bolton Bridgett  
County Administrator

L. Jeannett Cudmore  
L. Jeannett Cudmore  
Chief Financial Officer

# FY2020 RECOMMENDED BUDGET MESSAGE

## TO THE CITIZENS OF ST. MARY'S COUNTY:

The Commissioners of St. Mary's County approved this FY2020 Recommended Budget on March 26, 2019. It is based on recurring revenues of \$245,251,084 and the use of fund balance of \$14,145,250 combined increase of \$29,240,891 or 12.7% compared to the FY2019. Recurring expenses are limited to recurring revenues. Allocation to the Board of Education increases their recurring funding by \$4,448,600. Funding for the Sheriff's Office is increased by \$4.5 million over the FY2019 approved. The capital improvement program (CIP) budget includes funding for Asphalt Overlay: Adult Detention Center Upgrades, Housing & Medical Units; Patuxent Park Neighborhood Preservation; Agriculture Land Preservation, Rural Legacy Programs and North County Farmer's Market; Airport Improvements; Public Safety Computer and Radio System Upgrades; Animal Shelter; Multi-Purpose Synthetic Turf Fields and Recreation Facility and Park Improvements; and \$15.8 million in public school projects - for an estimated total of \$84.2 million.

### **REVENUE RATES**

Based on requested programs, services and the growing needs of the County in the upcoming fiscal year, the Commissioners made the decision to increase both Property Tax rate and Income Tax percentage. The County depends on both the assessments and income tax base to increase. The need for additional revenue to fund services for Public Safety, Education and County Government necessitated this change. These rates were both raised 19 years ago.

The County's Property tax rate is proposed to increase to .9078 which is .0652 higher than the Constant Yield Tax (CYT) rate of \$.8426. The proposed rate change will increase recurring revenue by \$7.9 million. Assessments from the State grew by 1.9% compared to final assessments for FY2019, reflecting a modest growth. The Property Tax Revenue increase is approximately \$9.5 million or 8.6%, over the FY2019 Approved Budget. The senior tax credit programs collectively reduce property taxes by an estimated \$1,050,000.

The County's Income tax rate is proposed to increase to 3.2% on January 1, 2020 and revenue is expected to increase \$6.8 million over the FY2019 Approved Budget for the first year. FY2021 will have a full year increase of approximately \$6.4 million, an additional \$3.2 million. The income tax revenue for FY2020 reflects an assumed 3.5% growth in taxable income – same as the prior year. The average 3 year growth tax year 2015 – 2017 is 3.8%. Income Tax receipts in FY2019 are currently exceeding FY2018 by 2.2% for the same time period, reflecting 53.6% collection of the FY2019 Budget estimate.

Revenues, excluding grants and fund balance, are estimated to increase by approximately \$16.7 million over FY2019. From total budget perspective revenue growth, excluding the rate increases, the future budgets are projected to be between 2% and 3%. As we made decisions about this budget, we considered the long term and recurring impact of any changes we proposed, including the review of a multi-year operating plan through FY2024. CIP Operating Impacts continue to be reviewed closely in the next couple of years with completed projects having a need for over 47 employees for the Adult Detention Center (ADC) and Animal Shelter.

### **ALLOCATIONS REFLECT COMMUNITY PRIORITIES**

The County's recurring funding for the Sheriff's Office increased by 8.2% for non-grant activities. Funding increase primarily reflects new employees – operating impacts for ADC and Sheriff District 4 Office and promotional ranks. The ADC project has construction funding starting in FY2020, for a total project cost of \$28.5 million. Project includes \$13.4 million of State funding. Funding for the Sheriff's Office includes a three year phase-in of compensation study, with a merit and 1% COLA.

We increased the Board of Education recurring funding by 4.3%, which brings total county funding to \$108,301,125; State-mandated maintenance of effort requires \$103,156,261. Funding for the BOE represents over 45% of the County's non-grant and recurring revenue. When combined with State and other funding, the Board of Education operating is \$222,673,603, 3.7% increase over FY2019 Approved Budget.

Recurring funding for County department based activities and programs, excluding grants, increased by \$4.1 million, 10%. Departments reflect a net increase of 19.25 positions and increased costs for public safety technology upgrades and maintenance. Funding for County Departments includes a three year phase-in of compensation study, with a merit and 1% COLA. Fee related changes are included for Land Use & Growth Management, Public Works & Transportation, and Recreation & Parks Enterprise Fund.

Proposed increase to Mechanicsville Volunteer Rescue Squad rescue tax rate from .014 to .020.

### **MAINTAINING ADEQUATE RESERVES**

The June 30, 2018 audit reflects an unassigned general fund balance of \$36.5 million. The ratio of County reserves to Revenue percentage is 23.28%. This Recommended Budget includes the use of \$14.1 million of unassigned general fund balance for CIP Pay-Go funding and Non-Recurring Operating in the general fund – with the use of an additional \$2 million CIP Pay-Go for FY2021. We feel this planned use of non-recurring funds will maintain our policy percentage of 15%. Maintaining a healthy fund balance can help the County to weather negative revenue results and avoid sudden disruption or elimination of services, by allowing time for a plan to be developed to address negative trends.

Retiree Health Benefits are funded at \$3.3 million; this reflects payment to current retirees. The County Net OPEB Liability at June 30, 2018 was \$24.9 million. Debt Service reflects an increase of \$1.9 million - primarily for annualized payment for \$30 million sold in FY2019 and half of the interest for planned sale in FY2020.

Debt Capacity is analyzed during the Capital Improvement Process using two ratios: 1) The Debt to Assessed Value, below our Legal Debt Limit of 2.15%, to include the debt of METCOM and 2) Debt Service expense to Operating Revenues below 10%. In the six year plan, Debt to Assessed Value ratio ranges from 1.69% to 2.13%. The Debt Service expense to Operating Revenues ratio ranges from 5.56% to 6.69%. We are well within Debt Affordability on both ratios.

### **POSITIONING COUNTY SERVICES FOR STABILITY**

This Recommended Budget is our proposed fiscal plan for FY2020. We review each budget request carefully and apply resources based on the needs and priorities of this community. It is challenging to strike a good balance between available resources and sustainable spending.

A stable financial position doesn't start or end with a budget. It takes ongoing focus and commitment. Through the efforts of our dedicated staff, we continually explore ways to streamline efforts, save costs, leverage technology, and collaborate with partners, to meet the needs and expectations of our citizens as well as unfunded mandates, within our current budget projections.

Our public hearing on this budget is scheduled for April 23, 2019 at Leonardtown High School. Your comments at this meeting and during the public comment period help us make decisions as we prepare the final budget, set for adoption on May 21, 2019.

**COMMISSIONERS OF ST. MARY'S COUNTY**

# FY2020 RECOMMENDED BUDGET

## TABLE OF CONTENTS

<u>OVERVIEW</u>	<u>PAGE</u>
Total Recommended Budget Summary.....	1
Budget Highlights.....	2 - 5
 <b><u>OPERATING BUDGET</u></b>	
The General Fund .....	6
General Fund Revenues	
General Fund Revenues - Summary.....	7
General Fund Revenues - Detail.....	8 - 11
General Fund Expenditures	
General Fund Expenditures - Summary.....	12
General Fund Budget Structure.....	13
General Fund Expenditures - Detail.....	14 - 27
General Fund Expenditures - Summary by Function Detail.....	28 - 31
General Fund – Multi-Year Projections.....	32
Departments/Spending Units Program Description/Highlights.....	33 - 58
Elected Officials/Spending Units Program Description/Highlights.....	59 - 68
State Agencies & Independent Boards / Spending Units Program Description/Highlights.....	69 - 87
General Fund – Other Budget Costs .....	88 - 92
Enterprise and Special Revenue Funds	
Recreation and Parks Enterprise Fund.....	94
Wicomico Shores Golf Enterprise Fund.....	95
Solid Waste and Recycling Fund.....	96
Miscellaneous Revolving Funds.....	97
Special Assessments Funds.....	98
Emergency Services Support Fund.....	99
Fire Tax.....	100
Rescue Tax.....	101
 <b><u>CAPITAL BUDGET</u></b>	
Capital Improvements Fund.....	102
Recommended Capital Budget - FY2020.....	103 - 104
FY2020 and Five-Year Capital Plan and Costs.....	105 - 106
FY2020 Recommended Capital Projects -Detail Project Sheets.....	107 - 184
 <b><u>MISCELLANEOUS INFORMATION</u></b>	
Employees.....	186 - 188
Tax Informaiton.....	189 - 196
Debt & Fund Balance.....	197 - 202
Code of St. Mary's County Chapter 27, Budgetary and Fiscal Procedures.....	203 - 206

## FY2020 RECOMMENDED BUDGET SUMMARY

FUND DESCRIPTION	FY2018 ACTUAL	FY2019 APPROVED	FY2020 REQUESTED	FY2020 RECOMMENDED
<u>General Fund</u>	\$ 215,217,640	\$ 230,155,443	\$ 257,502,368	\$ 259,396,334
<u>Enterprise Funds</u>				
Recreation and Parks Activity Fund	2,478,424	4,006,391	3,916,880	3,916,880
Wicomico Shores Golf Fund	1,275,139	1,423,807	1,375,831	1,518,995
Solid Waste & Recycling	4,056,335	4,694,832	5,027,687	5,118,741
<u>Special Revenue Funds</u>				
Miscellaneous Revolving Fund	239,446	802,626	782,876	786,658
Special Assessments Fund	42,369	48,694	48,694	48,694
Emergency Services Support Fund	3,220,236	3,730,366	3,736,699	3,942,707
<u>Other Operating Funds-Independent Boards</u>				
<i>(Non-Appropriated State, Federal, Miscellaneous Funds)</i>				
Board of Education-General Operating	107,120,002	110,407,390	113,942,811	113,942,811
Board of Education - Restricted Fund	13,627,526	21,621,450	22,161,838	22,161,838
Board of Education - Revolving Fund	7,375,549	7,505,100	7,853,740	7,853,740
Board of Library Trustees	978,555	986,281	1,029,755	1,029,755
College of Southern Maryland	8,895,487	10,675,198	10,560,282	10,560,282
<u>Capital Projects Fund</u>	50,581,291	58,702,945	82,220,643	84,298,643

## THE TOTAL BUDGET FOR ST. MARY'S COUNTY

The General Fund is the portion of the budget where general tax revenues such as property and income taxes are collected, and where general expenditures such as the County's cost for education, law enforcement, highway maintenance, and libraries are reported.

Additionally, County expenditures are incurred in several other funds. There are two separate enterprise funds which account for the operations of various county-wide recreation programs and the operations of the County's public golf course, as well as the solid waste enterprise fund. There are also special revenue funds which account for the emergency services support tax, special tax district costs, and other miscellaneous programs. These miscellaneous revolving funds include several Department of Aging and Human Service activities.

In addition to the county funding, the Library, Public Schools, and College of Southern Maryland receive significant resources from other sources, such as the State of Maryland, which are reflected as Other Operating Funds. As part of the annual budget process, the Commissioners of St. Mary's County must also authorize the expenditure of State, Federal, and other revenues of the independent boards which manage the school system, public libraries, and the College of Southern Maryland. These revenues are received by the respective boards and not by the County government; thus, the revenues are not appropriated in the annual budget ordinance but are still authorized for expenditure by the Commissioners.

The combination of the general fund, enterprise funds, special funds, and the non-county operating funds of the independent boards comprise the entire operating budget for St. Mary's County. The Commissioners of St. Mary's County adopts a separate capital budget for the financing of long-term capital improvements.

# BUDGET HIGHLIGHTS

## FY2020 RECOMMENDED OPERATING BUDGET

The following represents brief highlights of budget changes between FY2019 and FY2020. For more detail, please refer to the Recommended Budget book.

### **GENERAL:**

The general fund budget totals \$259,396,334 which is \$29,240,891 or 12.7% more than the Approved FY2019 Budget.

This is comprised of revenues totaling \$245,251,084 which is a 7.5% increase from FY2019 revenues and the use of Fund Balance of \$14,145,250 for Capital Improvement Fund – Pay-Go and Non-Recurring General Fund expenditures.

### **REVENUES:**

Real Property Tax Rate is recommended to be \$.9078 per \$100 of assessed value; this is .0652 higher than the Constant Yield Rate of .8426. This tax rate is 7.7% higher than the Constant Yield Tax Rate and will generate \$8,090,571 in additional revenues. Property tax revenue is estimated to increase \$9,534,092 over the FY2019 budget – to approximately \$119.9 million or an 8.6% increase. Property tax revenue is calculated using the State’s estimated assessed value multiplied by the County’s tax rate. The County approved, as part of this budget, to cap the increase in taxable assessed value at 3% for primary residences. Senior Tax Credits have increased from approximately \$1,030,000 in FY2019 to \$1,050,000 in FY2020.

St. Mary’s County Income Tax rate is recommended at 3.2% of net taxable income. Income tax revenues are projected to increase \$6,811,770 or 7.3% over the FY2019 budget to a total of \$100.7 million. This rate increase will be effective on January 1, 2020 so only half of the impact will be realized in FY2020. Tax year 2017 returns demonstrated a growth rate of 4.9%, which was an increase from the 2016 tax return results of 1.8%. This increase continues to be in line with activity across the State with average of 5.8%. For FY2020, we are growing tax year 2017 receipts by 3.5%, based on the County’s average last three tax years. We will continue to monitor the payments that are received in FY2019, which are currently 2.2% higher than payments in FY2018 for the same time period. Recognizing that the tax year is different than fiscal year, we estimate the tax year amounts and then recognize each half of the year in the fiscal year to which it belongs. For example, FY2020 is based upon half of estimated tax for calendar/tax years 2019 and 2020. We also included \$5.6 million as an estimated distribution the State makes of unallocated receipts, penalties, and interest.

Other Local Taxes increase by 3.5% for a total of \$9,795,000. Each of these taxes has different patterns of activity during the year, and the estimates for FY2020 are based on the FY2019 amounts to date, compared to prior trends. The principal area of increase is in recordation taxes,

**REVENUES (cont'd):**

which likely reflects the increase in the number of homes sold in FY2018 (1,340) compared to the number in FY2017 (1,172). The rates remain unchanged.

Highway User Revenue is a State formula driven distribution. The formula which includes motor fuel, vehicle titling taxes, and vehicle registration fees, has been severely reduced as a part of the State budget balancing initiated in the 2010 Budget. FY2020 Estimate from the State is \$1,737,261; this is \$86,364 more than the FY2019 Approved. If the State includes a grant for FY2020 – this will be added to the estimate in the Approved Budget.

Charges for Services revenue is projected to decrease from \$3,175,645 in FY2019 to an estimated \$3,096,153 in FY2020, a decrease of \$79,492. The largest decrease is in Sheriff Fingerprinting for \$65,000, bringing the total for this to \$75,000. Included in this Recommended Budget is an increase to Land Use & Growth Management’s Development Services revenue, increasing estimated revenue by approximately \$19,915.

State and federal grants are projected to be \$8,308,771 in FY2020, which is 5.1% higher than the approved FY2019. This is primarily due to the increase in the Emergency Numbers Board grant that is increasing \$276,269 over prior year and the appropriation reserve increase of \$500,000 for new grant opportunities during the fiscal year.

Other revenues include an increase to interest income by \$250,000 compared to the prior year amount.

**FUND BALANCE:**

The June 30, 2018 audit reflects an unassigned general fund balance of \$36.5 million. The ratio of County reserves to revenue percentage is 23.28%. This Recommended Budget includes the use of \$14.1 million of unassigned general fund balance for CIP Pay-Go and Non-Recurring Operating in the general fund – with the use of an additional \$2 million CIP Pay-Go planned for FY2021. The planned use of non-recurring funds will maintain the County’s policy percentage of 15%.

It is important to the County and the rating agencies to maintain an adequate reserve level to avoid sudden disruption or elimination of services. The County Reserve allows time to plan and address changes such as revenue shortfalls or cost shifts.



## **EXPENSES:**

### **COUNTY DEPARTMENTS**

- 19.25 positions were included in the Recommended Budget for Departments, with the majority going to Department of Public Works & Transportation for five Janitor II's and four Equipment Operator II positions.
- Non-Recurring Equipment in Information Technology for MDB Upgrade, Control System for the Commissioner's meeting room and Radio Repair Diagnostic Equipment in Emergency Services.
- Replacement Vehicles (20) for Departments to be Exempt Financed over five years.
- Route Enhancements in the County's STS transportation.
- Three year phase-in of compensation study, with a merit and 1% COLA. Top of Grade employees will also receive a \$500 stipend.
- Budgeted in Departments is Non-Profit funding, \$1,035,981.

### **ELECTED OFFICIALS**

- 16 positions approved for the Sheriff's Office along with promotional ranks, primarily for CIP operating impacts for the Adult Detention Center and Sheriff District 4 Office.
- Replacement Vehicles (9) for the Sheriff to be Exempt Financed over five years.
- Non-Recurring Equipment in Circuit Court to include Refresh Mixers/AV Equipment in four Courtrooms and Wireless Microphones.
- Non-Recurring Equipment in the Sheriff's Office to include Avon Air Purifying Respirator, equipment for deputies added in FY2019, and Body Cameras.
- Non-Recurring Office Equipment for the State's Attorney Office.
- Three year phase-in of compensation study, with merit and 1% COLA. Top of Grade employees will also receive a \$500 stipend.

### **BOARDS and STATE AGENCIES**

- The Health Department's budget includes \$10,000 to enhance the County's network of monitoring wells.
- Compensation for State Employee's was included to match State 3% COLA.
- Elections Board received additional funds for additional election judges and equipment.
- Tri-County Counsel budget increased to \$135,000 based on legislation.
- Tri-County Youth Services Bureau, Inc. budget includes \$33,600 for youth employment implementing the Ready4Life-SOMD program.
- College of Southern MD received \$440,339 for upgraded Technology and Supplies for the Leonardtown Campus.
- St. Mary's Library includes one position starting mid-year as CIP Operating Impact for the new library. Merit and 1% COLA for employees.

- The Board of Education’s (BOE) funding from the County totals \$108,301,125; \$5,144,864 more than State-Mandated maintenance of effort (MOE); funding the County’s share of negotiated agreements. MOE is based on the MSDE Official enrollment of 17,039.75.

#### **OTHER BUDGET COSTS**

- Retiree Health Benefits are funded at \$3.3 million; this reflects payment to current retirees. The County Net OPEB Liability at June 30, 2018 was \$24.9 million.
- Debt service increased by \$1.9 million – primarily for the annual payment for \$30 million sold in FY2019 and half of interest for planned sale in FY2020.

#### **TRANSFERS and RESERVES**

- This Recommended Budget includes \$400,000 to maintain a Bond Rating Reserve equal to 6% of revenues and \$1,683,739 for the Reserve for Emergency Appropriations, to address unbudgeted expenditures, such as severe weather events, unbudgeted grant opportunities that may require a match, or budget shortfalls due to unexpected costs.
- Use of June 30, 2018 Unassigned Fund Balance is approximately \$13.1 million for CIP Pay-Go.

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# THE GENERAL FUND

The general fund is the largest fiscal activity of St. Mary's County and accounts for all the revenues and expenditures for basic services provided to citizens. These services include education, public safety, public works, regulatory services, library services, and various health and human services. The general fund is financed from a broad array of taxes and revenues such as property taxes, income taxes, other local taxes, licenses and permits, service charges, grants, highway user fees, investment income and fund balance.

**FY2020 BUDGET  
REVENUES - SUMMARY**

REVENUE SOURCE	FY2018	FY2019	FY2020	INCREASE (DECREASE) OVER FY2019 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
Total, Property Taxes	109,091,602	110,428,505	119,962,597	9,534,092	8.6%
Total, Income Taxes	90,410,603	93,904,332	100,716,102	6,811,770	7.3%
Total, Other Local Taxes	9,459,656	9,460,000	9,795,000	335,000	3.5%
Total, Highway User	1,187,782	1,650,897	1,737,261	86,364	5.2%
Total, Licenses and Permits	546,633	735,921	574,120	(161,801)	-22.0%
Total, Charges for Services	2,662,598	3,175,645	3,096,153	(79,492)	-2.5%
Total, Fines and Forfeitures	26,758	27,500	26,500	(1,000)	-3.6%
Total, State / Federal Grants	7,100,056	7,902,066	8,308,771	406,705	5.1%
Total, Other Revenues	1,280,108	785,577	1,034,580	249,003	31.7%
Total, Other Financing Sources	0	2,085,000	14,145,250	12,060,250	100.0%
<b>TOTAL, GENERAL FUND REVENUES</b>	<b><u>\$221,765,796</u></b>	<b><u>\$230,155,443</u></b>	<b><u>\$259,396,334</u></b>	<b><u>\$29,240,891</u></b>	<b><u>12.7%</u></b>

**FY2020 BUDGET  
REVENUES - DETAIL**

REVENUE SOURCE	FY2018	FY2019	FY2020	INCREASE (DECREASE) OVER FY2019 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
<b>PROPERTY TAXES</b>					
Real Property - Full Year	102,798,618	104,077,654	113,443,326	9,365,672	9.0%
Real Property - Half Year	295,235	295,235	253,865	(41,370)	-14.0%
Personal Property - Sole Prop	239,789	189,546	181,560	(7,986)	-4.2%
Public Utilities	2,493,922	2,689,751	3,126,258	436,507	16.2%
Ordinary Bus Corporation	3,519,921	3,601,371	3,449,640	(151,731)	-4.2%
Personal Property - Collection Fees	(98,809)	0	0	0	0%
Additions and Abatements	(246,236)	(500,000)	(500,000)	0	0.0%
Penalties and Interest	804,769	915,000	850,000	(65,000)	-7.1%
Enterprise Zone Credit	(69,953)	(85,000)	(80,000)	5,000	-5.9%
Homeowners Tax Credit (County)	(946,832)	(900,000)	(950,000)	(50,000)	5.6%
Other Tax Reimbursement	2,137	(10,000)	(5,000)	5,000	-50.0%
Tax Sale Revenue	16,160	16,000	19,000	3,000	18.8%
Payments In Lieu of Taxes	325,220	318,948	318,948	0	0.0%
Senior Tax Cap Credit 70	(580,958)	(650,000)	(645,000)	5,000	-0.8%
Senior Tax Credit	(304,151)	(280,000)	(305,000)	(25,000)	8.9%
Local Sr. Tax Credit 65-10	(18,429)	(100,000)	(100,000)	0	0.0%
Local State Assessors Fee	(43,225)	0	0	0	0%
State Homeowners Credit	946,832	900,000	950,000	50,000	5.6%
Agricultural Deduction	(39,690)	(45,000)	(40,000)	5,000	-11.1%
Tobacco Barn Tax Credit	(2718)	(5,000)	(5,000)	0	0.0%
<b>Total, Property Taxes</b>	<b>109,091,602</b>	<b>110,428,505</b>	<b>119,962,597</b>	<b>9,534,092</b>	<b>8.6%</b>
<b>INCOME TAXES</b>					
Local Income Tax	90,410,603	93,904,332	100,716,102	6,811,770	7.3%
<b>Total, Income Taxes</b>	<b>90,410,603</b>	<b>93,904,332</b>	<b>100,716,102</b>	<b>6,811,770</b>	<b>7.3%</b>
<b>OTHER LOCAL TAXES</b>					
Admissions and Amusement	132,252	150,000	140,000	(10,000)	-6.7%
CATV Franchise Fee	1,017,870	1,050,000	1,040,000	(10,000)	-1.0%
Energy Taxes	1,021,597	1,000,000	1,000,000	0	0.0%
Public Accommodations Tax	1,072,003	1,150,000	1,110,000	(40,000)	-3.5%
Recordation Taxes	5,918,163	5,800,000	6,200,000	400,000	6.9%
Trailer Park Tax	297,771	310,000	305,000	(5,000)	-1.6%
<b>Total, Other Local Taxes</b>	<b>9,459,656</b>	<b>9,460,000</b>	<b>9,795,000</b>	<b>335,000</b>	<b>3.5%</b>
<b>HIGHWAY USER</b>					
Highway Users Revenue	1,187,782	1,650,897	1,737,261	86,364	5.2%
<b>Total, Highway User</b>	<b>1,187,782</b>	<b>1,650,897</b>	<b>1,737,261</b>	<b>86,364</b>	<b>5.2%</b>
<b>LICENSES AND PERMITS</b>					
Amusement Licenses	1,900	17,000	14,200	(2,800)	-16.5%
Animal Licenses	0	6,000	0	(6,000)	-100.0%
Auto Tag Fees	1,124	2,000	1,500	(500)	-25.0%
Beer, Wine, Liquor Licenses	98,655	90,000	89,000	(1,000)	-1.1%
Beer, Wine, Liquor Transfer	1,000	800	700	(100)	-12.5%
LUGM Inspections & Compliance	42,675	158,075	59,000	(99,075)	-62.7%
LUGM Business Licenses & Permit Services	224,762	288,346	231,000	(57,346)	-19.9%
Marriage Licenses	5,940	6,500	6,500	0	0.0%
DPW & T Constr. & Inspections-Materials Testing	1,586	2,000	2,000	0	0.0%
Taxicab Licenses, Peddlers & Bingo	241	200	220	20	10.0%
Traders Licenses	168,750	165,000	170,000	5,000	3.0%
<b>Total, Licenses and Permits</b>	<b>546,633</b>	<b>735,921</b>	<b>574,120</b>	<b>(161,801)</b>	<b>-22.0%</b>

**FY2020 BUDGET  
REVENUES - DETAIL**

REVENUE SOURCE	FY2018	FY2019	FY2020	INCREASE (DECREASE) OVER FY2019 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
<b>CHARGES FOR SERVICES</b>					
Alcohol Beverage - Application Fees	0	5,000	3,500	(1,500)	-30.0%
Aging - Passenger Fares	1,950	2,000	5,000	3,000	150.0%
Circuit Court Juror Fee Reimbursement/Other	32,205	32,000	32,000	0	0.0%
Corrections - Home Detention	35,206	22,000	30,000	8,000	36.4%
Corrections - Housing State Prisoners	79,020	90,000	100,000	10,000	11.1%
Corrections - Juvenile Transport	42,659	47,000	47,000	0	0.0%
Corrections - Sex Offender Fees	11,000	6,800	6,800	0	0.0%
Corrections - Weekenders Fees	13,614	20,000	20,000	0	0.0%
Corrections - Work Release Fees	63,917	60,000	70,000	10,000	16.7%
DPW & T Development Review	0	1,000	1,000	0	0.0%
DPW & T Engineering Services	40,936	121,915	117,915	(4,000)	-3.3%
DPW & T Highways Fees	100	75	75	0	0.0%
DPW & T Passenger Fees	342,711	380,294	380,294	0	0.0%
DPW & T Airport Charges	87,308	115,000	115,000	0	0.0%
DPW & T Private Funding Sources	3,132	37,500	42,637	5,137	13.7%
General Gov't - Other Fees	0	1,000	1,000	0	0.0%
HR-LGIT Training	9,940	0	0	0	0%
HR-Medicare Drug Subsidy	135,915	130,000	140,000	10,000	7.7%
LUGM Board of Electrical Examiners	16,550	45,050	27,050	(18,000)	-40.0%
LUGM Boards & Commissions	10,000	10,500	9,500	(1,000)	-9.5%
LUGM Comprehensive Planning (Permit review)	9,315	11,860	10,000	(1,860)	-15.7%
LUGM Concept Site Plan Review	985	500	600	100	20.0%
LUGM Development Services	79,791	87,685	107,600	19,915	22.7%
LUGM Metropolitan Planning Organization	25,112	39,000	39,000	0	0.0%
LUGM Other Income/Advertising	4,504	2,200	2,200	0	0.0%
LUGM Zoning Administration	0	500	500	0	0.0%
Maps & Publications	169	600	300	(300)	-50.0%
Other Revenue -Incl.Ins. Proceeds/ComData					
Rebates & Other Reimb. Excl. Admin.Recovery	54,731	105,000	50,000	(55,000)	-52.4%
Other Revenue - Admin Recovery	78,641	1,500	1,700	200	13.3%
ES 911 Service Fees	611,654	625,000	625,000	0	0.0%
ES - Exelon - Other Grant	26,016	50,000	20,000	(30,000)	-60.0%
ES Tower Revenue	115,443	142,000	142,000	0	0.0%
R & P Grass Cutting & Parks Lighting	3,973	800	2,500	1,700	212.5%
R & P Museum	23,929	38,100	30,600	(7,500)	-19.7%
R & P Park Entrance Fees	128,781	105,000	120,000	15,000	14.3%
R & P Rents & Concessions	0	1,100	1,100	0	0.0%
Regional Library	22,203	19,000	19,000	0	0.0%
Rents and Concessions	17,015	17,059	17,059	0	0.0%
Security Interest	1,235	0	0	0	0%
Sheriff - Alcohol Enforcement	64,166	164,602	164,602	0	0.0%
Sheriff - Fingerprinting	26,280	140,000	75,000	(65,000)	-46.4%
Sheriff - Overtime Reimb/Other-Corrections	61,424	99,700	105,000	5,300	5.3%
Sheriff - Town Patrol	41,006	50,000	50,000	0	0.0%
Sheriff's - Fees	129,385	120,200	126,000	5,800	4.8%
Sheriff's - NADDI Law Enforcement	5,000	9,600	9,600	0	0.0%
Sheriff's - School Bus Stop Light Enforcement	25,348	20,000	25,000	5,000	25.0%
Social Services Reimbursement	110,749	124,017	129,533	5,516	4.4%
States Attorney Reimbursement	44,675	50,000	50,000	0	0.0%
States Attorney Services for Drug Court	24,905	23,488	23,488	0	0.0%
<b>Total, Charges for Services</b>	<b>2,662,598</b>	<b>3,175,645</b>	<b>3,096,153</b>	<b>(79,492)</b>	<b>-2.5%</b>
<b>FINES AND FORFEITURES</b>					
Alcohol Beverage Fines	6,000	500	2,500	2,000	400.0%
Animal Control Fines	5,320	4,000	5,000	1,000	25.0%
Court Fees, Fines, Forfeitures	14,194	17,000	17,000	0	0.0%
LUGM Fines	0	1,000	500	(500)	-50.0%
State's Attorney Other Fines & Forfeitures	1,244	5,000	1,500	(3,500)	-70.0%
<b>Total, Fines and Forfeitures</b>	<b>26,758</b>	<b>27,500</b>	<b>26,500</b>	<b>(1,000)</b>	<b>-3.6%</b>

**FY2020 BUDGET  
REVENUES - DETAIL**

REVENUE SOURCE	FY2018	FY2019	FY2020	INCREASE (DECREASE) OVER FY2019 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
<b>STATE / FEDERAL GRANTS</b>					
<b><u>Aging &amp; Human Services</u></b>					
CSA Administration	6,878	0	0	0	0%
CSA Wellness & Recovery	5,290	0	0	0	0%
Drug Court - Anchor Residential	22,120	0	0	0	0%
Emergency Solutions Grant (Fmr. Shelters Grant)	168,213	127,193	0	(127,193)	-100.0%
Emergency Transitional Housing Services	81,506	81,506	0	(81,506)	-100.0%
Guardianship	9,519	9,762	9,762	0	0.0%
LMB Administration	63,876	70,000	70,000	0	0.0%
LMB Local Care Coordinator	0	0	72,000	72,000	0%
LMB After School Program	50,000	50,000	50,000	0	0.0%
LMB Drug Screening Grant (Fmr. CASA Start)	8,500	15,000	15,000	0	0.0%
LMB Local Access Plans	95,929	97,043	97,043	0	0.0%
LMB Mentoring Grant	52,540	57,320	57,320	0	0.0%
LMB Youth Services Bureau	112,355	112,355	112,355	0	0.0%
Federal Financial Participation (FFP) frmr (MAP)	48,094	35,832	35,832	0	0.0%
Community Options Waiver (FFS)	113,188	100,000	100,000	0	0.0%
MIPPA & MIPPA-AAAs, ADRC	5,297	6,769	6,769	0	0.0%
NSIP (Nutrition Services)	53,486	49,116	49,116	0	0.0%
Nutrition (Senior)	48,387	48,387	48,387	0	0.0%
Ombudsman (State & Elder)	27,289	28,630	28,630	0	0.0%
Retired Senior Volunteers (RSVP)	21,304	40,000	40,000	0	0.0%
Senior Care	104,582	100,000	100,000	0	0.0%
Senior Center Operating Fund (SCOF)	8,350	8,350	6,254	(2,096)	-25.1%
Senior Health Insurance Program (SHIP)	14,075	14,332	14,332	0	0.0%
Senior Info. & Assistance	9,680	9,680	9,680	0	0.0%
Senior Medicare Patrol & Expansion	2,369	2,250	2,250	0	0.0%
Senior Rides	22,100	22,100	22,100	0	0.0%
Three Oaks Homeless Shelter Crisis Grant	67,831	67,241	0	(67,241)	-100.0%
Title III B - Community Services	67,156	73,683	73,683	0	0.0%
Title III C1 - Congregate Meals	87,537	97,654	97,654	0	0.0%
Title III C2 - Home Del. Meals	42,467	50,555	50,555	0	0.0%
Title III D - Preventive Health	8,092	9,000	9,000	0	0.0%
Title III E - Caregiver	28,458	32,609	32,609	0	0.0%
Vulnerable Elderly Program Initiative (VEPI)	6,583	6,583	6,583	0	0.0%
CDBG Rogers Drive Extension	33,507	0	0	0	0%
<b><u>Economic Development</u></b>					
Cooperative State Marketing Tourism	49,998	0	0	0	0%
Technology Incubator	769,915	0	0	0	0%
<b><u>Land Use &amp; Growth Management (LUGM)</u></b>					
Critical Area	8,000	8,000	8,000	0	0.0%
MHT Cert Local Gov't - Educational	1,772	1,000	1,000	0	0.0%
<b><u>Public Works and Transportation (DPW&amp;T)</u></b>					
St. Mary's Transit System (STS) - ADA	127,112	135,000	135,000	0	0.0%
STS - DSS Sunday	40,000	40,000	40,000	0	0.0%
STS - Public 5311	835,238	835,238	835,238	0	0.0%
STS - SSTAP	156,378	134,098	134,098	0	0.0%
STS - Capital	842,402	746,174	513,000	(233,174)	-31.2%
Tall Timbers Mitigation	0	112,500	0	(112,500)	-100.0%
Galloday Mitigation	0	0	127,913	127,913	0%
<b><u>Recreation and Parks</u></b>					
Countywide Maintenance	7,740	0	0	0	0%
Derelict Boat Removal	0	5,000	5,000	0	0.0%
Elms Beach	10,000	10,000	10,000	0	0.0%
Portable Toilets/Trash	9,998	10,000	10,000	0	0.0%

**FY2020 BUDGET  
REVENUES - DETAIL**

REVENUE SOURCE	FY2018	FY2019	FY2020	INCREASE (DECREASE) OVER FY2019 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
<b>STATE / FEDERAL GRANTS - Continued</b>					
<b>Emergency Services</b>					
Emergency Management	91,627	92,500	92,500	0	0.0%
Emergency Numbers Board	96,313	473,731	750,000	276,269	58.3%
Homeland Security	79,593	88,496	88,496	0	0.0%
MIEMSS Emergency Medical	0	0	17,500	17,500	0%
Pre-Disaster Mitigation	3,250	22,500	22,500	0	0.0%
<b>Circuit Court</b>					
Cooperative Reimbursement	6,276	6,882	7,074	192	2.8%
Court House Security Enhancements	3,058	0	0	0	0%
Drug Court	268,452	331,294	251,430	(79,864)	-24.1%
Family Services	153,650	160,257	170,857	10,600	6.6%
MDH/BHA Grant	69,077	69,077	69,077	0	0.0%
Foster Care Court Improvement	5,481	5,575	12,250	6,675	119.7%
Highway Safety-Adult Drug Ct	24,900	36,014	36,014	0	0.0%
<b>Sheriff's Office</b>					
Bulletproof Vest Partnership	83	23,527	23,527	0	0.0%
BJAG Grant - Equipment	18,783	19,464	18,858	(606)	-3.1%
Edward J. Byrne - NARCAN	19,980	19,980	19,980	0	0.0%
Edward Byrne Opioid	0	0	41,451	41,451	0%
Cooperative Reimbursement	243,757	368,547	368,547	0	0.0%
Critical Incident Training (CIT)	0	0	25,000	25,000	0%
Highway Safety - (Sobriety Checkpoints)	43,104	42,500	42,500	0	0.0%
Mental Health Services	136,207	159,970	134,411	(25,559)	-16.0%
Police Protection Aid	928,701	944,767	944,767	0	0.0%
School Bus Safety	15,827	16,000	16,000	0	0.0%
Sex Offender Registration	14,009	14,135	13,612	(523)	-3.7%
Sex Offender Registry	22,600	22,600	22,400	(200)	-0.9%
State Criminal Alien Assistance Program	0	500	500	0	0.0%
Tobacco Enforcement	5,841	5,000	5,000	0	0.0%
<b>State's Attorney's Office</b>					
Cooperative Reimbursement	387,576	433,699	499,482	65,783	15.2%
<b>Social Services</b>					
Legal Services Grant	81,731	85,091	78,875	(6,216)	-7.3%
<b>Other / Multi-Departmental Grants</b>					
Appropriation Reserve	0	1,000,000	1,500,000	500,000	50.0%
<b>Total, State /Federal Grants</b>	<b>7,100,056</b>	<b>7,902,066</b>	<b>8,308,771</b>	<b>406,705</b>	<b>5.1%</b>
<b>OTHER REVENUES</b>					
Investment Income	808,998	350,000	600,000	250,000	71.4%
Disposal of Fixed Assets	63,203	30,000	60,000	30,000	100.0%
Other Income	288,738	330,127	300,000	(30,127)	100.0%
<b>Contributions and Donations:</b>					
Aging Grant Programs	101,931	65,750	65,000	(750)	-1.1%
Community Services	7,365	5,700	7,700	2,000	35.1%
CC-Drug Court Donations / Reimbursements	8,798	3,000	0	(3,000)	-100.0%
Fire & Rescue Appreciation Day	1,075	1,000	1,880	880	88.0%
<b>Total - Other Revenues</b>	<b>1,280,108</b>	<b>785,577</b>	<b>1,034,580</b>	<b>249,003</b>	<b>31.7%</b>
<b>Total, General Fund Revenues - (Excl. Other Financing Sources)</b>	<b>221,765,796</b>	<b>228,070,443</b>	<b>245,251,084</b>	<b>17,180,641</b>	<b>7.5%</b>
<b>OTHER FINANCING SOURCES</b>					
Appropriation of Fund Balance:					
Fund Balance - CIP Pay-Go (non-recurring)	0	2,085,000	14,145,250	12,060,250	578.4%
<b>Total - Other Financing Sources</b>	<b>0</b>	<b>2,085,000</b>	<b>14,145,250</b>	<b>12,060,250</b>	<b>578%</b>
<b>TOTAL, GENERAL FUND REVENUES</b>	<b>\$221,765,796</b>	<b>\$230,155,443</b>	<b>\$259,396,334</b>	<b>\$29,240,891</b>	<b>12.7%</b>



## BUDGET EXPENDITURES - SUMMARY

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	INCREASE/(DECREASE) OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
County Commissioners/County Administrator	1,018,015	1,130,477	1,344,472	1,277,536	147,059	13.0%
Aging & Human Services	4,802,428	5,062,240	5,041,479	5,174,196	111,956	2.2%
County Attorney	739,125	754,937	876,001	948,698	193,761	25.7%
Economic Development	2,225,347	1,603,254	1,692,054	1,800,224	196,970	12.3%
Finance	1,612,593	1,683,028	1,757,822	1,888,806	205,778	12.2%
Information Technology	3,145,219	3,742,751	3,942,621	4,106,065	363,314	9.7%
Human Resources	1,515,629	1,790,402	1,861,754	1,908,000	117,598	6.6%
Land Use & Growth Management	2,507,087	2,960,538	2,878,938	3,015,699	55,161	1.9%
Public Works & Transportation	18,513,069	18,603,138	19,992,559	20,343,055	1,739,917	9.4%
Recreation & Parks	3,826,967	4,061,127	4,275,884	4,447,226	386,099	9.5%
Emergency Services	5,330,754	6,129,639	7,659,448	7,571,243	1,441,604	23.5%
<b>Total, County Departments</b>	<b>45,236,233</b>	<b>47,521,531</b>	<b>51,323,032</b>	<b>52,480,748</b>	<b>4,959,217</b>	<b>10.4%</b>
Circuit Court	1,642,748	1,850,798	1,877,530	1,922,417	71,619	3.9%
Orphans' Court	55,978	64,394	58,212	59,379	(5,015)	-7.8%
Office of the Sheriff	35,248,766	40,443,930	43,280,124	44,944,969	4,501,039	11.1%
Office of the State's Attorney	3,431,588	3,649,136	3,721,939	4,113,298	464,162	12.7%
Office of the County Treasurer	449,837	485,617	486,887	497,393	11,776	2.4%
<b>Total, Elected Officials</b>	<b>40,828,917</b>	<b>46,493,875</b>	<b>49,424,692</b>	<b>51,537,456</b>	<b>5,043,581</b>	<b>10.8%</b>
Department of Health	2,253,230	2,283,676	2,478,705	2,471,133	187,457	8.2%
Department of Social Services	430,258	451,237	457,814	461,633	10,396	2.3%
Alcohol Beverage Board	198,945	329,772	329,772	355,343	25,571	7.8%
Board of Elections	906,617	1,112,625	1,190,425	1,189,428	76,803	6.9%
University of Maryland Extension (UME)	225,971	257,400	264,061	264,061	6,661	2.6%
Ethics Commission	691	833	833	833	0	0.0%
So. MD Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Soil Conservation District	72,879	77,063	105,063	77,063	0	0.0%
So. MD Resource Conservation & Development	13,300	13,300	15,300	13,300	0	0.0%
So. MD Tri-County Community Action Commi	16,000	16,000	16,000	16,000	0	0.0%
Tri-County Council for Southern Maryland	94,200	94,200	135,000	135,000	40,800	43.3%
Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	143,600	0	0.0%
SDAT - Leonardtown Office	456,811	439,394	439,394	439,394	0	0.0%
Southern Maryland Higher Education Center	40,000	40,000	40,000	40,000	0	0.0%
BOE - Recurring	102,189,940	103,852,525	110,637,057	108,301,125	4,448,600	4.3%
BOE - Non-Recurring	0	0	0	0	0	0.0%
County Funds - College of Southern Maryland	4,207,365	4,326,961	4,767,300	4,767,300	440,339	10.2%
County Funds - Board of Library Trustees	2,800,572	2,878,050	3,004,278	2,964,146	86,096	3.0%
<b>Total, Boards and State Agencies</b>	<b>114,052,879</b>	<b>116,319,136</b>	<b>124,027,102</b>	<b>121,641,859</b>	<b>5,322,723</b>	<b>4.6%</b>
<b>SUB-TOTAL</b>	<b>200,118,029</b>	<b>210,334,542</b>	<b>224,774,826</b>	<b>225,660,063</b>	<b>15,325,521</b>	<b>7.3%</b>
<b>Other Budget Costs</b>						
Leonardtown Tax Rebate	44,916	43,493	43,487	43,487	(6)	0.0%
Employer Contributions - Retiree Health Costs	3,135,991	3,200,000	3,300,000	3,300,000	100,000	3.1%
Employer Contributions - Unemployment	19,551	35,000	35,000	35,000	0	0.0%
Bank / GOB Costs	24,832	35,000	35,000	35,000	0	0.0%
Debt Service	11,214,597	11,667,432	13,645,203	13,645,203	1,977,771	17.0%
<b>Total, Other Budget Costs</b>	<b>14,439,887</b>	<b>14,980,925</b>	<b>17,058,690</b>	<b>17,058,690</b>	<b>2,077,765</b>	<b>13.9%</b>
<b>Subtotal, Excludes Transfers</b>	<b>214,557,916</b>	<b>225,315,467</b>	<b>241,833,516</b>	<b>242,718,753</b>	<b>17,403,286</b>	<b>7.7%</b>
<b>Transfers &amp; Reserves</b>						
CIP / Pay-Go	365,518	1,939,891	13,268,852	13,093,852	11,153,961	575.0%
Reserve - Grant/Appropriation	0	1,000,000	1,500,000	1,500,000	500,000	50.0%
Reserve - School Safety	0	1,000,000	0	0	(1,000,000)	-100.0%
Reserve - Bond Rating	294,206	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,085	500,000	1,683,729	1,183,644	236.7%
<b>Total, Transfers &amp; Reserves</b>	<b>659,724</b>	<b>4,839,976</b>	<b>15,668,852</b>	<b>16,677,581</b>	<b>11,837,605</b>	<b>244.6%</b>
<b>TOTAL GENERAL FUND BUDGET</b>	<b>\$215,217,640</b>	<b>\$230,155,443</b>	<b>\$257,502,368</b>	<b>\$259,396,334</b>	<b>\$29,240,891</b>	<b>12.7%</b>

## THE GENERAL FUND EXPENDITURES STRUCTURE

The detailed budget pages which follow provide a breakdown by department/spending unit of the audited FY2018 expenditures, the original approved FY2019 budget, and both the requested and recommended FY2020 budget. The categorization of expenditures within each department/spending unit is in accordance with the County's automated financial system and chart of accounts. Expenditures are further refined within the chart of accounts for budgeting and expenditure tracking purposes.

**PERSONAL SERVICES** - Includes regular salaries, overtime, shift differential, and associated costs such as employer contributions to social security, pension and health insurance.

**OPERATING EXPENSES** - Includes the day-to-day operating expenses of the County categorized as follows:

1. **Operating Supplies** - Includes the cost of office supplies, advertising and legal notices, printing and binding, books and publications, uniforms and clothing, supplies and materials, food and staff development.
2. **Professional Services** - Includes the use of architects and engineers, consultants, individuals who perform services for the County but are not employees, use of outside firms to maintain County office equipment, and employment of accounting, auditing and medical experts.
3. **Communications**-Includes costs associated with telephone, postage and freight.
4. **Transportation** - Includes purchased fuel and oil, vehicle maintenance and repair, and costs reimbursed to employees when traveling on County business.
5. **Public Utility Service** - Includes such utility costs as electricity, gas, water and sewer, and heating oil.
6. **Repairs and Maintenance** - Includes the costs to repair and maintain County facilities (heating, air-conditioning, ventilation, electrical, plumbing, and roofing).
7. **Rentals**-Includes the cost whenever the County must rent facilities, tools, equipment or land.
8. **Insurance** - Consists of the costs for which the County must insure its' fixed assets as well as general public liability and officials performance bonds.
9. **Miscellaneous** - Consists primarily of funds to be allocated to independent spending units outside the County government. Also includes costs of conferences, lodging, professional memberships, and other costs not identified in other expense categories. This category will also include any transfers from the general fund to enterprise/special revenue funds to cover on-going subsidy.

**EQUIPMENT** - Costs of acquiring new and replacement vehicles, shop and custodial equipment, and office and communications equipment. Equipment/vehicles lease payment, includes the acquisition of new or replacement equipment, using 5-year exempt financing; the amount shown is the annual lease cost.

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>COUNTY DEPARTMENTS</b>						
<b>County Commissioners/County Admin.</b>						
Legislative/County Commissioners						
Personal Services	388,569	421,034	421,034	431,040	10,006	2.4%
Operating Supplies	1,561	4,500	4,500	4,500	0	0.0%
Communications	3,537	5,100	5,100	5,100	0	0.0%
Transportation	1,869	5,000	5,000	5,000	0	0.0%
Miscellaneous	34,258	42,000	42,000	42,000	0	0.0%
Legislative/County Commissioners	429,794	477,634	477,634	487,640	10,006	2.1%
County Administrator						
Personal Services	348,018	372,971	372,971	396,774	23,803	6.4%
Operating Supplies	6,538	15,531	15,531	15,531	0	0.0%
Professional Services	7,422	8,732	8,732	8,732	0	0.0%
Communications	1,738	2,900	2,900	2,900	0	0.0%
Transportation	64	1,000	1,000	1,000	0	0.0%
Miscellaneous	2,026	3,800	3,800	3,800	0	0.0%
Equipment	365	0	0	0	0	0.0%
County Administrator	366,171	404,934	404,934	428,737	23,803	5.9%
Public Information						
Personal Services	206,966	223,349	340,264	248,519	25,170	11.3%
Operating Supplies	4,003	7,040	7,040	7,040	0	0.0%
Communications	598	1,000	1,000	1,000	0	0.0%
Transportation	0	1,100	1,100	1,100	0	0.0%
Miscellaneous	10,483	15,420	13,420	13,420	(2,000)	-13.0%
Equipment	0	0	99,080	90,080	90,080	0.0%
Public Information	222,050	247,909	461,904	361,159	113,250	45.7%
<b>Total - County Commissioners/County Admin.</b>	<b>1,018,015</b>	<b>1,130,477</b>	<b>1,344,472</b>	<b>1,277,536</b>	<b>147,059</b>	<b>13.0%</b>
<b>Aging &amp; Human Services</b>						
Aging Administration						
Personal Services	1,255,416	1,398,822	1,586,813	1,689,643	290,821	20.8%
Operating Supplies	252,578	350,040	350,040	350,040	0	0.0%
Professional Services	83,528	81,562	83,365	83,365	1,803	2.2%
Communications	23,629	30,000	30,000	30,000	0	0.0%
Transportation	23,991	44,200	46,200	46,200	2,000	4.5%
Miscellaneous	6,795	7,211	7,211	7,211	0	0.0%
Equipment	4,483	28,000	28,000	28,000	0	0.0%
Other - Lease Payments	13,216	13,220	20,120	20,120	6,900	52.2%
Aging Administration	1,663,636	1,953,055	2,151,749	2,254,579	301,524	15.4%
Aging - Grants						
Personal Services	664,285	727,331	700,744	793,758	66,427	9.1%
Operating Supplies	215,912	163,310	166,610	162,738	(572)	-0.4%
Professional Services	136,034	136,807	141,075	113,120	(23,687)	-17.3%
Communications	1,023	700	375	375	(325)	-46.4%
Transportation	20,389	25,845	25,845	23,203	(2,642)	-10.2%
Insurance	1,164	1,196	1,225	1,225	29	2.4%
Miscellaneous	6,292	6,916	6,216	6,216	(700)	-10.1%
Equipment	626	0	0	0	0	0.0%
Aging - Grants	1,045,725	1,062,105	1,042,090	1,100,635	38,530	3.6%
Human Services-Admin Grants						
Personal Services	65,374	59,729	131,729	135,615	75,886	127.1%
Operating Supplies	3,971	5,510	6,510	6,701	1,191	21.6%
Professional Services	4,303	4,863	3,863	3,863	(1,000)	-20.6%
Communication	0	0	0	0	0	0.0%
Transportation	0	1,000	1,000	1,000	0	0.0%
Rentals	0	0	0	0	0	0.0%
Miscellaneous	0	0	0	0	0	0.0%
Human Services-Admin Grants	73,648	71,102	143,102	147,179	76,077	107.0%

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>Aging &amp; Human Services - continued</b>						
Community Services						
Personal Services	270,059	341,540	341,540	334,041	(7,499)	-2.2%
Operating Supplies	3,297	6,361	6,361	6,361	0	0.0%
Professional Services	57,589	28,172	28,172	28,172	0	0.0%
Communications	3,647	3,500	3,500	3,500	0	0.0%
Transportation	2,737	2,000	2,000	2,000	0	0.0%
Rentals	270	335	335	335	0	0.0%
Miscellaneous	146,904	146,050	150,550	150,550	4,500	3.1%
Other - Lease Payments	0	0	0	0	0	0.0%
<b>Community Services</b>	<b>484,503</b>	<b>527,958</b>	<b>532,458</b>	<b>524,959</b>	<b>(2,999)</b>	<b>-0.6%</b>
Human Relations Commission						
Operating Supplies	0	250	250	250	0	0.0%
Professional Services	1,156	1,400	1,400	1,400	0	0.0%
Miscellaneous	0	200	200	200	0	0.0%
<b>Human Relations Commission</b>	<b>1,156</b>	<b>1,850</b>	<b>1,850</b>	<b>1,850</b>	<b>0</b>	<b>0.0%</b>
Commission for the Disabled (to Human Services FY2020)						
Operating Supplies	0	0	0	0	0	0.0%
Professional Services	0	0	0	0	0	0.0%
<b>Commission for the Disabled</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Commission for Women						
Operating Supplies	2,041	765	765	765	0	0.0%
Professional Services	4,032	5,335	5,335	5,335	0	0.0%
Rentals	335	400	400	400	0	0.0%
Miscellaneous	2,939	500	500	500	0	0.0%
<b>Commission for Women</b>	<b>9,347</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>	<b>0.0%</b>
Non-Profits - Aging & Human Services						
Miscellaneous (Operating Allocation)	826,612	831,512	831,512	806,276	(25,236)	-3.0%
<b>Non-Profits - Aging &amp; Human Services</b>	<b>826,612</b>	<b>831,512</b>	<b>831,512</b>	<b>806,276</b>	<b>(25,236)</b>	<b>-3.0%</b>
Grants - Human Services (Non-Admin.)						
Personal Services	0	0	0	0	0	0.0%
Operating Supplies	0	0	0	0	0	0.0%
Professional Services	696,801	607,658	331,718	331,718	(275,940)	-45.4%
Communications	0	0	0	0	0	0.0%
Transportation	0	0	0	0	0	0.0%
Miscellaneous	1,000	0	0	0	0	0.0%
<b>Grants - Human Services (Non-Admin.)</b>	<b>697,801</b>	<b>607,658</b>	<b>331,718</b>	<b>331,718</b>	<b>(275,940)</b>	<b>-45.4%</b>
<b>Total - Aging &amp; Human Services</b>	<b>4,802,428</b>	<b>5,062,240</b>	<b>5,041,479</b>	<b>5,174,196</b>	<b>111,956</b>	<b>2.2%</b>
<b>County Attorney</b>						
Personal Services	602,669	638,042	740,606	813,303	175,261	27.5%
Operating Supplies	35,231	42,390	40,990	40,990	(1,400)	-3.3%
Professional Services	85,022	35,885	58,085	58,085	22,200	61.9%
Communications	2,177	3,100	4,100	4,100	1,000	32.3%
Transportation	140	600	600	600	0	0.0%
Miscellaneous	13,008	32,420	31,620	31,620	(800)	-2.5%
Equipment	878	2,500	0	0	(2,500)	-100.0%
<b>Total - County Attorney</b>	<b>739,125</b>	<b>754,937</b>	<b>876,001</b>	<b>948,698</b>	<b>193,761</b>	<b>25.7%</b>
<b>Economic Development</b>						
Administration/Office of the Director						
Personal Services	348,501	366,878	366,878	395,576	28,698	7.8%
Operating Supplies	6,215	12,060	12,060	12,060	0	0.0%
Professional Services	3,286	4,100	4,100	4,100	0	0.0%
Communications	12,911	14,400	14,400	14,400	0	0.0%
Transportation	886	3,360	3,360	3,360	0	0.0%
Rentals	168	168	168	168	0	0.0%
Miscellaneous	8,504	9,200	9,200	9,200	0	0.0%
Equipment	529	0	0	0	0	0.0%
<b>Administration/Office of the Director</b>	<b>381,000</b>	<b>410,166</b>	<b>410,166</b>	<b>438,864</b>	<b>28,698</b>	<b>7.0%</b>

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>Economic Development - continued</b>						
Tourism Development						
Personal Services	32,754	0	0	0	0	0.0%
Operating Supplies	113,370	0	0	0	0	0.0%
Professional Services	142,539	430,937	430,937	430,937	0	0.0%
Communications	480	0	0	0	0	0.0%
Transportation	189	0	0	0	0	0.0%
Miscellaneous	56,088	0	0	0	0	0.0%
<b>Tourism Development</b>	<b>345,420</b>	<b>430,937</b>	<b>430,937</b>	<b>430,937</b>	<b>0</b>	<b>0.0%</b>
Agriculture & Seafood Development						
Personal Services	321,836	331,732	331,732	355,489	23,757	7.2%
Operating Supplies	4,052	7,067	7,867	7,867	800	11.3%
Transportation	0	683	683	683	0	0.0%
Miscellaneous	1,518	4,431	4,431	4,431	0	0.0%
<b>Agriculture &amp; Seafood Development</b>	<b>327,406</b>	<b>343,913</b>	<b>344,713</b>	<b>368,470</b>	<b>24,557</b>	<b>7.1%</b>
Business Development						
Personal Services	142,660	147,337	147,337	246,352	99,015	67.2%
Operating Supplies	34,861	45,499	68,499	67,499	22,000	48.4%
Professional Services	67,948	66,447	131,447	96,447	30,000	45.1%
Transportation	72	1,000	1,000	1,000	0	0.0%
Miscellaneous	35,373	61,200	61,200	61,200	0	0.0%
Equipment	0	0	0	0	0	0.0%
<b>Business Development</b>	<b>280,914</b>	<b>321,483</b>	<b>409,483</b>	<b>472,498</b>	<b>151,015</b>	<b>47.0%</b>
Non-Profits - Economic Development						
Miscellaneous-Conservation	12,500	30,000	30,000	22,500	(7,500)	-25.0%
Miscellaneous-Economic Development	33,580	33,580	33,580	33,780	200	0.6%
Miscellaneous-Post Secondary Education	25,000	25,000	25,000	25,000	0	0.0%
Miscellaneous-Primary & Secondary Education	18,175	8,175	8,175	8,175	0	0.0%
<b>Non-Profits - Economic Development</b>	<b>89,255</b>	<b>96,755</b>	<b>96,755</b>	<b>89,455</b>	<b>(7,300)</b>	<b>-7.5%</b>
Grants						
Operating Supplies	29,167	0	0	0	0	0.0%
Miscellaneous	770,915	0	0	0	0	0.0%
<b>Grants</b>	<b>801,352</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Total - Economic Development</b>	<b>2,225,347</b>	<b>1,603,254</b>	<b>1,692,054</b>	<b>1,800,224</b>	<b>196,970</b>	<b>12.3%</b>
<b>Finance</b>						
Administration/Budget						
Personal Services	625,838	655,822	655,822	664,769	8,947	1.4%
Operating Supplies	18,771	20,000	22,000	22,000	2,000	10.0%
Professional Services	14,133	12,480	12,480	12,480	0	0.0%
Communications	12,314	14,200	14,200	14,200	0	0.0%
Transportation	158	1,000	1,000	1,000	0	0.0%
Miscellaneous	3,619	4,500	4,500	4,500	0	0.0%
Equipment	0	0	0	0	0	0.0%
<b>Administration/Budget</b>	<b>674,833</b>	<b>708,002</b>	<b>710,002</b>	<b>718,949</b>	<b>10,947</b>	<b>1.5%</b>
Accounting						
Personal Services	574,830	587,657	648,001	726,064	138,407	23.6%
Operating Supplies	5,515	7,900	8,500	8,500	600	7.6%
Professional Services	713	1,931	1,000	1,000	(931)	-48.2%
Transportation	0	400	400	400	0	0.0%
Miscellaneous	9,266	10,719	11,000	11,000	281	2.6%
Equipment	525	0	2,500	2,500	2,500	0.0%
<b>Accounting</b>	<b>590,849</b>	<b>608,607</b>	<b>671,401</b>	<b>749,464</b>	<b>140,857</b>	<b>23.1%</b>
Auditing						
Professional Services	46,280	50,980	60,980	60,980	10,000	19.6%
<b>Auditing</b>	<b>46,280</b>	<b>50,980</b>	<b>60,980</b>	<b>60,980</b>	<b>10,000</b>	<b>19.6%</b>

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>Finance - continued</b>						
Procurement						
Personal Services	296,844	308,989	308,989	352,963	43,974	14.2%
Operating Supplies	2,308	3,750	3,750	3,750	0	0.0%
Communications	831	1,000	1,000	1,000	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	648	1,500	1,500	1,500	0	0.0%
Equipment	0	0	0	0	0	0.0%
Procurement	300,631	315,439	315,439	359,413	43,974	13.9%
<b>Total - Finance</b>	<b>1,612,593</b>	<b>1,683,028</b>	<b>1,757,822</b>	<b>1,888,806</b>	<b>205,778</b>	<b>12.2%</b>
<b>Information Technology</b>						
Personal Services	1,769,501	1,930,162	1,942,580	2,106,024	175,862	9.1%
Operating Supplies	775,043	1,016,743	1,036,372	1,036,372	19,629	1.9%
Professional Services	94,798	252,658	273,658	273,658	21,000	8.3%
Communications	94,814	132,320	140,002	140,002	7,682	5.8%
Transportation	898	1,200	1,200	1,200	0	0.0%
Rentals	84	1,000	1,000	1,000	0	0.0%
Miscellaneous	820	2,200	2,200	2,200	0	0.0%
Equipment	409,261	406,468	545,609	545,609	139,141	34.2%
Other - Lease Payments	0	0	0	0	0	0.0%
<b>Total - Information Technology</b>	<b>3,145,219</b>	<b>3,742,751</b>	<b>3,942,621</b>	<b>4,106,065</b>	<b>363,314</b>	<b>9.7%</b>
<b>Human Resources</b>						
Human Resources						
Personal Services	649,760	667,257	726,608	765,632	98,375	14.7%
Operating Supplies	57,289	81,760	92,610	92,980	11,220	13.7%
Professional Services	64,909	54,456	55,356	55,356	900	1.7%
Communications	4,800	4,500	4,500	4,500	0	0.0%
Transportation	98	800	800	800	0	0.0%
Miscellaneous	102,121	166,385	166,725	166,725	340	0.2%
Equipment	1,532	0	0	1,380	1,380	0.0%
Human Resources	880,509	975,158	1,046,599	1,087,373	112,215	11.5%
Risk Management						
Personal Services	67,904	70,842	70,842	76,314	5,472	7.7%
Operating Supplies	2,001	3,207	2,907	2,907	(300)	-9.4%
Professional Services	737	1,500	1,500	1,500	0	0.0%
Transportation	0	100	100	100	0	0.0%
Insurance	548,478	735,310	735,521	735,521	211	0.0%
Miscellaneous	1,985	1,985	1,985	1,985	0	0.0%
Risk Management	621,105	812,944	812,855	818,327	5,383	0.7%
Comm for People w/Disabilities (Prior Aging Division)						
Operating Supplies	127	600	600	600	0	0.0%
Professional Services	2,148	1,700	1,700	1,700	0	0.0%
Comm for People w/Disabilities	2,275	2,300	2,300	2,300	0	0.0%
Grants						
Operating Supplies	10,790	0	0	0	0	0.0%
Miscellaneous	950	0	0	0	0	0.0%
Grants	11,740	0	0	0	0	0.0%
<b>Total - Human Resources</b>	<b>1,515,629</b>	<b>1,790,402</b>	<b>1,861,754</b>	<b>1,908,000</b>	<b>117,598</b>	<b>6.6%</b>
<b>Land Use &amp; Growth Management (LUGM)</b>						
Administration						
Personal Services	509,528	671,134	671,134	879,768	208,634	31.1%
Operating Supplies	29,147	59,180	59,180	59,180	0	0.0%
Professional Services	16,383	34,634	31,747	31,747	(2,887)	-8.3%
Communications	12,268	18,000	18,000	18,000	0	0.0%
Transportation	162	2,384	2,384	2,384	0	0.0%
Rentals	110	200	200	200	0	0.0%
Miscellaneous	943	5,510	5,800	5,800	290	5.3%
Equipment	0	0	2,597	2,597	2,597	0.0%
Administration	568,541	791,042	791,042	999,676	208,634	26.4%

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>LUGM - Continued</b>						
Comprehensive Planning						
Personal Services	312,025	342,372	342,372	359,870	17,498	5.1%
Operating Supplies	528	4,000	4,000	4,000	0	0.0%
Professional Services	1,804	2,144	2,309	2,309	165	7.7%
Transportation	268	1,300	1,300	1,300	0	0.0%
Rentals	0	450	285	285	(165)	-36.7%
Miscellaneous	1,239	3,815	3,815	3,815	0	0.0%
Lease Payment	19,256	19,360	19,360	19,360	0	0.0%
Comprehensive Planning	335,120	373,441	373,441	390,939	17,498	4.7%
Development Services						
Personal Services	328,612	384,422	384,422	391,318	6,896	1.8%
Operating Supplies	324	1,200	1,200	1,200	0	0.0%
Professional Services	0	0	0	0	0	0.0%
Transportation	239	800	700	700	(100)	-12.5%
Miscellaneous	3,197	2,800	2,900	2,900	100	3.6%
Development Services	332,372	389,222	389,222	396,118	6,896	1.8%
Zoning Administration						
Personal Services	323,168	336,861	336,861	291,503	(45,358)	-13.5%
Operating Supplies	911	5,300	4,700	4,700	(600)	-11.3%
Transportation	4	200	200	200	0	0.0%
Miscellaneous	1,256	3,340	3,340	3,340	0	0.0%
Zoning Administration	325,339	345,701	345,101	299,743	(45,958)	-13.3%
Planning Commission						
Personal Services	23,357	23,647	23,647	23,708	61	0.3%
Transportation	0	500	500	500	0	0.0%
Miscellaneous	1,097	2,618	2,618	2,618	0	0.0%
Planning Commission	24,454	26,765	26,765	26,826	61	0.2%
Boards and Commissions						
Personal Services	16,265	16,519	16,519	16,562	43	0.3%
Transportation	117	500	500	500	0	0.0%
Miscellaneous	1,282	3,018	3,018	3,018	0	0.0%
Boards and Commissions	17,664	20,037	20,037	20,080	43	0.2%
Historical Preservation						
Operating Supplies	906	2,250	2,250	2,250	0	0.0%
Professional Services	0	100	100	100	0	0.0%
Transportation	95	200	200	200	0	0.0%
Miscellaneous	850	1,030	1,030	1,030	0	0.0%
Historical Preservation	1,851	3,580	3,580	3,580	0	0.0%
Permit Services						
Personal Services	343,771	368,159	368,159	357,249	(10,910)	-3.0%
Operating Supplies	160	1,500	1,000	1,000	(500)	-33.3%
Professional Services	26	1,350	1,350	1,350	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	1,298	1,000	1,500	1,500	500	50.0%
Permit Services	345,255	372,209	372,209	361,299	(10,910)	-2.9%
Inspections & Compliance						
Personal Services	426,500	427,786	427,786	387,683	(40,103)	-9.4%
Operating Supplies	3,186	9,850	9,850	9,850	0	0.0%
Professional Services	86,411	135,320	54,320	54,320	(81,000)	-59.9%
Transportation	4,476	12,100	12,100	12,100	0	0.0%
Miscellaneous	240	10,090	10,090	10,090	0	0.0%
Equipment	463	0	0	0	0	0.0%
Other - Lease Payments	19,415	19,520	19,520	19,520	0	0.0%
Inspections & Compliance	540,691	614,666	533,666	493,563	(121,103)	-19.7%

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b><u>LUGM - Continued</u></b>						
Board of Electrical Examiners						
Operating Supplies	0	1,400	1,400	1,400	0	0.0%
Professional Services	14,160	12,000	12,000	12,000	0	0.0%
Communications	91	300	300	300	0	0.0%
Transportation	0	350	350	350	0	0.0%
Miscellaneous	0	250	250	250	0	0.0%
Board of Electrical Examiners	14,251	14,300	14,300	14,300	0	0.0%
Building Code Appeals Board						
Operating Supplies	0	2,800	2,800	2,800	0	0.0%
Miscellaneous	0	100	100	100	0	0.0%
Building Code Appeals Board	0	2,900	2,900	2,900	0	0.0%
Commission on the Environment						
Operating Supplies	25	1,725	1,725	1,725	0	0.0%
Communications	0	100	100	100	0	0.0%
Rentals	0	500	500	500	0	0.0%
Miscellaneous	0	500	500	500	0	0.0%
Commission on the Environment	25	2,825	2,825	2,825	0	0.0%
Plumbing & Gas Board						
Operating Supplies	0	1,750	1,750	1,750	0	0.0%
Communications	0	100	100	100	0	0.0%
Plumbing & Gas Board	0	1,850	1,850	1,850	0	0.0%
Grants						
Miscellaneous	1,524	2,000	2,000	2,000	0	0.0%
Grants	1,524	2,000	2,000	2,000	0	0.0%
<b>Total - Land Use &amp; Growth Management</b>	<b>2,507,087</b>	<b>2,960,538</b>	<b>2,878,938</b>	<b>3,015,699</b>	<b>55,161</b>	<b>1.9%</b>
<b><u>Public Works &amp; Transportation (DPW&amp;T)</u></b>						
Administration						
Personal Services	376,452	401,489	401,489	405,531	4,042	1.0%
Operating Supplies	6,496	9,977	10,467	10,467	490	4.9%
Professional Services	22,590	3,400	3,400	3,400	0	0.0%
Communications	6,683	10,260	10,260	10,260	0	0.0%
Transportation	124	0	325	325	325	0.0%
Miscellaneous	1,601	425	2,800	2,800	2,375	558.8%
Equipment	2,455	0	0	0	0	0.0%
Administration	416,401	425,551	428,741	432,783	7,232	1.7%
Engineering Services						
Personal Services	832,682	1,066,268	1,066,268	1,107,923	41,655	3.9%
Operating Supplies	4,036	7,650	7,825	7,825	175	2.3%
Professional Services	2,820	6,475	8,475	8,475	2,000	30.9%
Transportation	164	750	750	750	0	0.0%
Miscellaneous	5,637	6,138	6,138	6,138	0	0.0%
Equipment	1,048	17,000	0	0	(17,000)	-100.0%
Engineering Services	846,387	1,104,281	1,089,456	1,131,111	26,830	2.4%
Development Review						
Personal Services	158,778	171,885	266,352	187,271	15,386	9.0%
Operating Supplies	1,085	1,675	2,925	1,825	150	9.0%
Professional Services	0	800	84,425	84,425	83,625	10453.1%
Transportation	46	200	700	200	0	0.0%
Miscellaneous	93	475	475	475	0	0.0%
Equipment	3,201	0	4,800	0	0	0.0%
Development Review	163,203	175,035	359,677	274,196	99,161	56.7%
Construction & Inspections						
Personal Services	527,993	606,666	610,266	607,002	336	0.1%
Operating Supplies	3,642	4,850	6,461	6,461	1,611	33.2%
Professional Services	335,880	155,150	294,550	294,550	139,400	89.8%
Communications	2,991	3,620	3,620	3,620	0	0.0%
Transportation	12,308	13,500	13,500	13,500	0	0.0%
Equipment	3,732	0	0	0	0	0.0%
Other - Lease Payment	0	0	0	0	0	0.0%
Construction & Inspections	886,546	783,786	928,397	925,133	141,347	18.0%



**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>DPW &amp; T - Continued</b>						
County Highways						
Personal Services	2,748,598	3,005,375	3,232,573	3,570,995	565,620	18.8%
Operating Supplies	63,150	62,888	67,318	65,518	2,630	4.2%
Professional Services	251,903	125,220	192,757	192,757	67,537	53.9%
Communications	5,939	5,620	7,500	7,500	1,880	33.5%
Transportation	171,682	344,050	344,050	344,050	0	0.0%
Public Utility Service	69,732	103,000	115,798	115,798	12,798	12.4%
Rentals	43,486	30,000	30,000	30,000	0	0.0%
Snow Removal	1,133,734	254,750	254,750	254,750	0	0.0%
Miscellaneous	319,536	216,890	216,890	216,890	0	0.0%
Equipment	466,462	20,000	30,000	30,000	10,000	50.0%
Other - Lease Payment	393,154	396,885	578,910	578,910	182,025	45.9%
County Highways	5,667,376	4,564,678	5,070,546	5,407,168	842,490	18.5%
Mailroom/Messenger Services						
Personal Services	91,938	95,308	95,308	103,015	7,707	8.1%
Operating Supplies	972	1,710	1,710	1,710	0	0.0%
Communications	(697)	800	800	800	0	0.0%
Transportation	950	1,000	1,000	1,000	0	0.0%
Rentals	11,589	11,900	16,400	16,400	4,500	37.8%
Other - Lease Payment	0	0	0	0	0	0.0%
Mailroom/Messenger Services	104,752	110,718	115,218	122,925	12,207	11.0%
Vehicle Maintenance Shop						
Personal Services	861,370	873,407	873,407	919,361	45,954	5.3%
Operating Supplies	53,817	52,492	55,786	55,786	3,294	6.3%
Professional Services	56,127	25,470	63,000	63,000	37,530	147.3%
Communications	1,641	4,220	4,220	4,220	0	0.0%
Transportation	428,431	586,000	571,000	571,000	(15,000)	-2.6%
Equipment	11,885	3,014	36,986	36,986	33,972	1127.1%
Other - Lease Payment	75,509	78,841	73,285	73,285	(5,556)	-7.0%
Vehicle Maintenance Shop	1,488,780	1,623,444	1,677,684	1,723,638	100,194	6.2%
Non-Public School Bus Transportation						
Personal Services	75,125	78,069	134,640	84,251	6,182	7.9%
Operating Supplies	2,678	3,350	5,800	5,550	2,200	65.7%
Professional Services	1,965,874	2,222,197	2,382,867	2,382,867	160,670	7.2%
Communications	10,227	12,120	8,861	8,861	(3,259)	-26.9%
Transportation	0	154	200	200	46	29.9%
Equipment		0	10,200	4,200	4,200	0.0%
Insurance	27,848	28,943	33,663	33,663	4,720	16.3%
Miscellaneous	350	150	150	150	0	0.0%
Non-Public School Bus Transportation	2,082,102	2,344,983	2,576,381	2,519,742	174,759	7.5%
St. Mary's County Airport						
Personal Services	0	97,469	97,469	97,662	193	0.2%
Operating Supplies	495	1,950	5,500	5,500	3,550	182.1%
Professional Services	13,130	12,700	17,200	17,200	4,500	35.4%
Communications	1,670	3,600	3,600	3,600	0	0.0%
Public Utility Service & Transportation	6,328	5,000	5,525	5,525	525	10.5%
Rentals	0	3,000	3,000	3,000	0	0.0%
Miscellaneous	0	325	2,000	2,000	1,675	515.4%
Equipment	0	2,500	0	0	(2,500)	-100.0%
Lease Payments			13,725	13,725		0.0%
St Mary's County Airport	21,623	126,544	148,019	148,212	21,668	17.1%
Grants (principally STS)						
Personal Services	1,725,986	1,860,570	2,024,791	2,320,080	459,510	24.7%
Operating Supplies	27,560	105,549	494,418	493,718	388,169	367.8%
Professional Services	9,972	43,770	25,770	25,770	(18,000)	-41.1%
Communications	2,002	7,025	6,425	6,425	(600)	-8.5%
Transportation	493,174	425,600	741,872	447,314	21,714	5.1%
Public Utility Service	6,522	29,000	14,000	14,000	(15,000)	-51.7%
Repairs and Maintenance	1,481	3,450	3,450	3,450	0	0.0%
Insurance	41,453	75,000	55,000	55,000	(20,000)	-26.7%
Miscellaneous	72,619	5,700	11,365	11,365	5,665	99.4%
Equipment	870,260	612,866	0	0	(612,866)	-100.0%
Grants (principally STS)	3,251,029	3,168,530	3,377,091	3,377,122	208,592	6.6%

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	INCREASE / (DECREASE) AMOUNT	PERCENT
<b>DPW &amp; T - Continued</b>						
Building Services						
Personal Services	1,347,121	1,570,091	1,837,153	1,896,829	326,738	20.8%
Operating Supplies	107,560	160,378	163,320	163,320	2,942	1.8%
Professional Services	580,933	551,290	263,997	263,997	(287,293)	-52.1%
Communications	23,981	22,451	24,451	24,451	2,000	8.9%
Transportation	35,090	34,750	36,000	36,000	1,250	3.6%
Public Utility Service	1,313,324	1,499,953	1,510,053	1,510,053	10,100	0.7%
Repairs and Maintenance	107,835	138,648	138,648	138,648	0	0.0%
Rentals	2,186	2,352	2,352	2,352	0	0.0%
Equipment	27,042	7,500	12,500	12,500	5,000	66.7%
Other - Lease Payment	36,666	38,175	62,325	62,325	24,150	63.3%
<b>Building Services</b>	<b>3,581,738</b>	<b>4,025,588</b>	<b>4,050,799</b>	<b>4,110,475</b>	<b>84,887</b>	<b>2.1%</b>
Grants (1299)						
Professional Services	3,132	150,000	170,550	170,550	20,550	13.7%
<b>Grants (1299) - Building Services</b>	<b>3,132</b>	<b>150,000</b>	<b>170,550</b>	<b>170,550</b>	<b>20,550</b>	<b>13.7%</b>
<b>Total - Public Works &amp; Transportation</b>	<b>18,513,069</b>	<b>18,603,138</b>	<b>19,992,559</b>	<b>20,343,055</b>	<b>1,739,917</b>	<b>9.4%</b>
<b>Recreation &amp; Parks</b>						
Administration						
Personal Services	1,093,795	1,145,482	1,145,482	1,179,497	34,015	3.0%
Operating Supplies	9,509	15,275	13,675	13,675	(1,600)	-10.5%
Professional Services	3,823	5,880	5,880	5,880	0	0.0%
Communications	4,702	5,620	5,620	5,620	0	0.0%
Transportation	2,152	3,500	3,500	3,500	0	0.0%
Miscellaneous	4,375	11,255	12,855	12,855	1,600	14.2%
Equipment	235	0	0	0	0	0.0%
Other - Lease Payments	14,437	15,075	15,075	15,075	0	0.0%
<b>Administration</b>	<b>1,133,028</b>	<b>1,202,087</b>	<b>1,202,087</b>	<b>1,236,102</b>	<b>34,015</b>	<b>2.8%</b>
Parks Maintenance						
Personal Services	1,241,219	1,311,917	1,335,770	1,419,734	107,817	8.2%
Operating Supplies	56,863	60,714	68,244	68,244	7,530	12.4%
Professional Services	43,282	66,795	99,045	99,045	32,250	48.3%
Communications	5,441	5,400	5,400	5,400	0	0.0%
Transportation	39,701	39,785	39,785	39,785	0	0.0%
Public Utility Service	122,384	107,800	133,600	133,600	25,800	23.9%
Repairs and Maintenance	422,843	469,078	531,577	531,577	62,499	13.3%
Rentals	63,472	59,234	63,834	63,834	4,600	7.8%
Miscellaneous	3,329	8,315	9,515	9,515	1,200	14.4%
Equipment	72,929	10,000	47,575	47,575	37,575	375.8%
Other - Lease Payments	16,700	17,440	27,890	27,890	10,450	59.9%
<b>Parks Maintenance</b>	<b>2,088,163</b>	<b>2,156,478</b>	<b>2,362,235</b>	<b>2,446,199</b>	<b>289,721</b>	<b>13.4%</b>
Non-Profits -Recreation & Parks						
Miscellaneous (Operating Allocation)	94,580	115,842	115,842	131,200	15,358	13.3%
<b>Non-Profits - Recreation &amp; Parks</b>	<b>94,580</b>	<b>115,842</b>	<b>115,842</b>	<b>131,200</b>	<b>15,358</b>	<b>13.3%</b>
Grants						
Personal Services	1,526	1,109	1,109	1,109	0	0.0%
Operating Supplies	0	0	0	0	0	0.0%
Professional Services	1,684	6,894	6,894	6,894	0	0.0%
Public Utility Service	230	231	231	231	0	0.0%
Repairs & Maintenance	7,740	0	0	0	0	0.0%
Rentals	11,558	11,766	11,766	11,766	0	0.0%
Miscellaneous	5,000	5,000	5,000	5,000	0	0.0%
Equipment	0	0	0	0	0	0.0%
<b>Grants Division</b>	<b>27,738</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.0%</b>

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>Recreation &amp; Parks - continued</b>						
Museum Division						
Personal Services	407,999	458,204	458,204	496,209	38,005	8.3%
Operating Supplies	10,395	21,100	26,350	26,350	5,250	24.9%
Professional Services	11,877	14,062	12,912	12,912	(1,150)	-8.2%
Communications	6,361	7,800	8,450	8,450	650	8.3%
Transportation	3,862	7,800	7,150	7,150	(650)	-8.3%
Public Utility Service	29,784	38,700	33,200	33,200	(5,500)	-14.2%
Repairs & Maintenance	0	0	9,000	9,000	9,000	0.0%
Rentals	800	1,000	800	800	(200)	-20.0%
Insurance	5,100	5,679	5,100	5,100	(579)	-10.2%
Miscellaneous	1,358	850	2,500	2,500	1,650	194.1%
Equipment	968	1,000	1,529	1,529	529	52.9%
Other - Lease Payments	4,954	5,525	5,525	5,525	0	0.0%
Museum Division	483,458	561,720	570,720	608,725	47,005	8.4%
<b>Total - Recreation &amp; Parks</b>	<b>3,826,967</b>	<b>4,061,127</b>	<b>4,275,884</b>	<b>4,447,226</b>	<b>386,099</b>	<b>9.5%</b>
<b>Emergency Services</b>						
Emergency Communications Center						
Personal Services	2,447,454	2,772,516	2,970,528	3,061,141	288,625	10.4%
Operating Supplies	10,077	28,900	55,450	55,450	26,550	91.9%
Professional Services	11,254	30,043	58,931	58,931	28,888	96.2%
Communications	174,363	150,100	341,836	341,836	191,736	127.7%
Transportation	84	1,300	1,300	1,300	0	0.0%
Miscellaneous	7,251	8,400	13,300	11,300	2,900	34.5%
Equipment	0	0	0	0	0	0.0%
Other - Lease Payment	0	0	0	0	0	0.0%
Emergency Communications Center	2,650,483	2,991,259	3,441,345	3,529,958	538,699	18.0%
Emergency Radio Communications						
Personal Services	61,144	149,369	214,659	220,707	71,338	47.8%
Operating Supplies	23,692	27,850	27,850	27,850	0	0.0%
Professional Services	958,606	804,708	824,864	824,864	20,156	2.5%
Communications	751	1,000	2,300	2,300	1,300	130.0%
Transportation	1,386	4,000	4,000	4,000	0	0.0%
Miscellaneous / Land Rentals	32,182	36,500	40,168	40,168	3,668	10.0%
Equipment	956	57,500	107,500	107,500	50,000	87.0%
Other - Lease Payments	175,320	177,365	177,365	177,365	0	0.0%
Emergency Radio Communications	1,254,037	1,258,292	1,398,706	1,404,754	146,462	11.6%
Emergency Management						
Personal Services	250,079	256,539	615,096	440,487	183,948	71.7%
Operating Supplies	11,803	21,200	39,900	39,900	18,700	88.2%
Professional Services	14,698	26,050	39,100	39,100	13,050	50.1%
Communications	17,536	19,600	24,400	24,400	4,800	24.5%
Transportation	2,241	1,950	2,700	2,700	750	38.5%
Miscellaneous	5,145	12,000	39,500	33,500	21,500	179.2%
Equipment	0	15,000	15,000	15,000	0	0.0%
Other - Lease Payments	4,694	5,235	17,948	17,948	12,713	242.8%
Emergency Management	306,196	357,574	793,644	613,035	255,461	71.4%
Animal Control						
Personal Services	341,244	346,198	379,487	378,730	32,532	9.4%
Operating Supplies	6,848	10,400	32,150	32,150	21,750	209.1%
Professional Services	348,722	390,813	569,200	569,200	178,387	45.6%
Communications	1,817	2,506	3,850	3,850	1,344	53.6%
Transportation	18,891	22,500	25,000	25,000	2,500	11.1%
Miscellaneous	2,126	1,500	3,700	2,200	700	46.7%
Equipment	0	0	0	0	0	0.0%
Other - Lease Payments	20,418	21,370	21,370	21,370	0	0.0%
Animal Control	740,066	795,287	1,034,757	1,032,500	237,213	29.8%
Grants						
Operating Supplies	24,413	27,400	20,500	20,500	(6,900)	-25.2%
Professional Services	77,343	454,831	112,500	112,500	(342,331)	-75.3%
Equipment	270,320	244,996	857,996	857,996	613,000	250.2%
Grants (Equip.,Recov-Princ FEMA & EmergEvts)	379,972	727,227	990,996	990,996	263,769	36.3%
<b>Total - Emergency Services</b>	<b>5,330,754</b>	<b>6,129,639</b>	<b>7,659,448</b>	<b>7,571,243</b>	<b>1,441,604</b>	<b>23.5%</b>

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>ELECTED OFFICIALS</b>						
<b>Circuit Court</b>						
Administration						
Personal Services	732,290	851,848	851,848	914,086	62,238	7.3%
Operating Supplies	22,624	37,085	39,085	39,085	2,000	5.4%
Professional Services	41,414	49,096	67,151	49,800	704	1.4%
Communications	21,472	21,137	21,800	21,800	663	3.1%
Transportation	589	3,000	3,000	3,000	0	0.0%
Miscellaneous	39,705	54,050	54,550	54,550	500	0.9%
Equipment	79,552	5,000	53,200	53,200	48,200	964.0%
Administration	937,646	1,021,216	1,090,634	1,135,521	114,305	11.2%
Law Library						
Operating Supplies	50,312	69,950	50,600	50,600	(19,350)	-27.7%
Law Library	50,312	69,950	50,600	50,600	(19,350)	-27.7%
Grants						
Personal Services	332,681	360,839	360,715	380,033	19,194	5.3%
Operating Supplies	4,680	2,394	3,572	3,585	1,191	49.7%
Professional Services	288,026	379,929	355,194	335,863	(44,066)	-11.6%
Communications	720	970	1,000	1,000	30	3.1%
Transportation	169	0	315	315	315	0.0%
Miscellaneous	15,618	15,500	15,500	15,500	0	0.0%
Equipment	12,896	0	0	0	0	0.0%
Grants	654,790	759,632	736,296	736,296	(23,336)	-3.1%
<b>Total - Circuit Court</b>	<b>1,642,748</b>	<b>1,850,798</b>	<b>1,877,530</b>	<b>1,922,417</b>	<b>71,619</b>	<b>3.9%</b>
<b>Orphans' Court</b>						
Personal Services	43,116	44,160	44,160	45,327	1,167	2.6%
Operating Supplies	944	1,000	1,500	1,500	500	50.0%
Professional Services	0	0	0	0	0	0.0%
Communications	1,958	1,992	1,992	1,992	0	0.0%
Miscellaneous	9,960	9,960	9,960	9,960	0	0.0%
Equipment	0	7,282	600	600	(6,682)	-91.8%
<b>Total - Orphans' Court</b>	<b>55,978</b>	<b>64,394</b>	<b>58,212</b>	<b>59,379</b>	<b>(5,015)</b>	<b>-7.8%</b>
<b>Office of the Sheriff</b>						
Law Enforcement						
Personal Services	20,271,965	23,282,142	23,896,789	25,788,717	2,506,575	10.8%
Personal Services - Vacancy Reserve	0	(700,000)	0	0	700,000	-100.0%
Operating Supplies	345,798	537,659	705,615	651,915	114,256	21.3%
Professional Services	219,337	241,677	325,542	308,742	67,065	27.7%
Communications	99,917	101,100	101,100	101,100	0	0.0%
Transportation	388,930	673,613	719,513	719,513	45,900	6.8%
Public Utility	1,302	6,000	0	0	(6,000)	-100.0%
Rentals	85,502	94,870	88,870	88,870	(6,000)	-6.3%
Miscellaneous	81,349	168,750	168,750	168,750	0	0.0%
Equipment	308,053	49,800	184,736	165,736	115,936	232.8%
Other - Lease Payments	1,039,615	1,137,233	1,037,653	1,037,653	(99,580)	-8.8%
Law Enforcement	22,841,768	25,592,844	27,228,568	29,030,996	3,438,152	13.4%
Corrections						
Personal Services	8,684,901	9,869,457	10,683,765	10,712,705	843,248	8.5%
Operating Supplies	653,230	1,051,178	1,091,028	1,101,606	50,428	4.8%
Professional Services	1,012,919	1,447,117	1,569,085	1,524,507	77,390	5.3%
Communications	10,432	11,500	11,500	11,500	0	0.0%
Rentals	128,418	170,500	170,500	170,500	0	0.0%
Miscellaneous	1,759	11,241	12,991	12,991	1,750	15.6%
Equipment	72,657	9,400	111,942	0	(9,400)	-100.0%
Other - Lease Payments	24,073	22,810	10,975	10,975	(11,835)	-51.9%
Corrections	10,588,389	12,593,203	13,661,786	13,544,784	951,581	7.6%

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>Office of the Sheriff - continued</b>						
Training						
Operating Supplies	98,822	138,570	138,570	138,570	0	0.0%
Professional Services	0	0	6,000	0	0	0.0%
Miscellaneous	156,574	274,819	290,307	290,307	15,488	5.6%
Training	255,396	413,389	434,877	428,877	15,488	3.7%
Canine						
Operating Supplies	6,812	8,000	8,000	8,000	0	0.0%
Professional Services	14,573	17,400	17,400	17,400	0	0.0%
Miscellaneous	0	500	500	500	0	0.0%
Equipment	36,939	12,900	7,500	7,500	(5,400)	-41.9%
Canine	58,324	38,800	33,400	33,400	(5,400)	-13.9%
Court Security						
Personal Services	828,968	871,102	871,102	927,757	56,655	6.5%
Operating Supplies	1,120	1,300	1,300	1,300	0	0.0%
Court Security	830,088	872,402	872,402	929,057	56,655	6.5%
Grants						
Personal Services	454,992	544,588	671,024	601,490	56,902	10.4%
Operating Supplies	1,307	27,355	27,355	26,862	(493)	-1.8%
Professional Services	177,335	244,483	221,366	200,307	(44,176)	-18.1%
Communications	2,702	3,485	3,485	3,485	0	0.0%
Transportation	12,223	20,000	25,000	65,000	45,000	225.0%
Miscellaneous	26,242	22,090	30,376	30,376	8,286	37.5%
Equipment	0	71,291	70,485	50,335	(20,956)	-29.4%
Grants	674,801	933,292	1,049,091	977,855	44,563	4.8%
<b>Total - Office of the Sheriff</b>	<b>35,248,766</b>	<b>40,443,930</b>	<b>43,280,124</b>	<b>44,944,969</b>	<b>4,501,039</b>	<b>11.1%</b>
<b>Office of the State's Attorney</b>						
Judicial						
Personal Services	2,696,074	2,799,584	2,769,383	3,160,742	361,158	12.9%
Operating Supplies	53,884	56,376	61,176	61,176	4,800	8.5%
Professional Services	25,484	49,786	50,986	50,986	1,200	2.4%
Communications	10,939	13,455	13,055	13,055	(400)	-3.0%
Transportation	4,769	7,400	7,400	7,400	0	0.0%
Rentals	229	300	300	300	0	0.0%
Miscellaneous	15,223	16,500	16,900	16,900	400	2.4%
Equipment	2,175	0	0	0	0	0.0%
Judicial	2,808,777	2,943,401	2,919,200	3,310,559	367,158	12.5%
Grants						
Personal Services	604,918	622,213	746,772	645,057	22,844	3.7%
Operating Supplies	4,559	6,691	6,691	6,691	0	0.0%
Professional Services	2,969	58,701	17,158	118,873	60,172	102.5%
Communications	3,175	4,540	4,540	4,540	0	0.0%
Transportation	27	1,388	1,388	1,388	0	0.0%
Miscellaneous	4,173	11,663	23,226	23,226	11,563	99.1%
Equipment	2,990	539	2,964	2,964	2,425	449.9%
Grants	622,811	705,735	802,739	802,739	97,004	13.7%
<b>Total - Office of the State's Attorney</b>	<b>3,431,588</b>	<b>3,649,136</b>	<b>3,721,939</b>	<b>4,113,298</b>	<b>464,162</b>	<b>12.7%</b>
<b>Office of the County Treasurer</b>						
Personal Services	403,581	431,337	441,337	451,843	20,506	4.8%
Operating Supplies	8,358	15,000	15,000	15,000	0	0.0%
Professional Services	6,102	11,500	1,500	1,500	(10,000)	-87.0%
Communications	24,685	26,980	28,450	28,450	1,470	5.4%
Transportation	0	600	600	600	0	0.0%
Miscellaneous	7,111	0	0	0	0	0.0%
Equipment	0	200	0	0	(200)	-100.0%
<b>Total - Office of the County Treasurer</b>	<b>449,837</b>	<b>485,617</b>	<b>486,887</b>	<b>497,393</b>	<b>11,776</b>	<b>2.4%</b>

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>STATE AGENCIES / INDEPENDENT BOARDS</b>						
<b>Department of Health</b>						
Operating Allocation	2,180,979	2,207,979	2,403,008	2,395,395	187,416	8.5%
Personal Services	16,151	16,197	16,197	16,238	41	0.3%
Mosquito Control/Gypsy Moth	56,100	59,500	59,500	59,500	0	0.0%
<b>Total - Department of Health</b>	<b>2,253,230</b>	<b>2,283,676</b>	<b>2,478,705</b>	<b>2,471,133</b>	<b>187,457</b>	<b>8.2%</b>
<b>Department of Social Services</b>						
Operating Allocation	266,226	276,038	276,038	282,615	6,577	2.4%
Personal Services	76,997	83,608	90,185	90,152	6,544	7.8%
Professional Services	5,200	6,500	6,500	6,500	0	0.0%
Grant	81,835	85,091	85,091	82,366	(2,725)	-3.2%
<b>Total - Department of Social Services</b>	<b>430,258</b>	<b>451,237</b>	<b>457,814</b>	<b>461,633</b>	<b>10,396</b>	<b>2.3%</b>
<b>Alcohol Beverage Board</b>						
Personal Services	119,039	126,465	126,465	152,036	25,571	20.2%
Operating Supplies	3,474	9,305	9,305	9,305	0	0.0%
Professional Services	10,000	18,500	18,500	18,500	0	0.0%
Communications	1,248	1,800	1,800	1,800	0	0.0%
Transportation	868	5,000	5,000	5,000	0	0.0%
Miscellaneous	64,316	168,702	168,702	168,702	0	0.0%
Equipment	0	0	0	0	0	0.0%
<b>Total - Alcohol Beverage Board</b>	<b>198,945</b>	<b>329,772</b>	<b>329,772</b>	<b>355,343</b>	<b>25,571</b>	<b>7.8%</b>
<b>Board of Elections</b>						
Personal Services	11,922	45,094	45,094	44,097	(997)	-2.2%
Operating Supplies	48,744	53,877	53,877	53,877	0	0.0%
Professional Services	794,501	955,099	1,029,499	1,031,499	76,400	8.0%
Communications	24,246	33,200	33,200	33,200	0	0.0%
Transportation	11,351	7,950	7,750	7,750	(200)	-2.5%
Rentals	4,000	6,175	8,175	7,775	1,600	25.9%
Miscellaneous	10,171	11,230	12,830	11,230	0	0.0%
Equipment	1,682	0	0	0	0	0.0%
<b>Total - Board of Elections</b>	<b>906,617</b>	<b>1,112,625</b>	<b>1,190,425</b>	<b>1,189,428</b>	<b>76,803</b>	<b>6.9%</b>
<b>University of Maryland Extension - St. Mary's Co.</b>						
Operating Supplies	4,865	5,200	5,750	5,750	550	10.6%
Professional Services	178,035	220,968	223,911	223,911	2,943	1.3%
Communications	3,929	4,000	4,000	4,000	0	0.0%
Transportation	18,000	18,000	20,700	20,700	2,700	15.0%
Public Utilities	3,714	4,400	4,400	4,400	0	0.0%
Rentals	780	1,200	1,200	1,200	0	0.0%
Miscellaneous	14,840	3,132	2,300	2,300	(832)	-26.6%
Equipment	1,808	500	1,800	1,800	1,300	260.0%
<b>Total - University of MD Extension-St. Mary's</b>	<b>225,971</b>	<b>257,400</b>	<b>264,061</b>	<b>264,061</b>	<b>6,661</b>	<b>2.6%</b>
<b>Ethics Commission</b>						
Operating Supplies	41	183	183	183	0	0.0%
Professional Services	650	650	650	650	0	0.0%
<b>Total - Ethics Commission</b>	<b>691</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>0</b>	<b>0.0%</b>
<b>St. Mary's County Forest Conservation Board</b>						
Operating Allocation	2,500	2,500	2,500	2,500	0	0.0%
<b>Total - SMC Forest Conservation Board</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	<b>0.0%</b>

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b><u>Soil Conservation District</u></b>						
Personal Services	19,964	23,546	51,546	23,546	0	0.0%
Operating Allocation	52,915	53,517	53,517	53,517	0	0.0%
<b>Total - Soil Conservation District</b>	<b>72,879</b>	<b>77,063</b>	<b>105,063</b>	<b>77,063</b>	<b>0</b>	<b>0.0%</b>
<b><u>So. MD Resource Conservation &amp; Development</u></b>						
Operating Allocation	13,300	13,300	15,300	13,300	0	0.0%
<b>Total - Southern Maryland RC&amp;D</b>	<b>13,300</b>	<b>13,300</b>	<b>15,300</b>	<b>13,300</b>	<b>0</b>	<b>0.0%</b>
<b><u>So. MD Tri-County Community Action Committee, Inc.</u></b>						
Operating Allocation	16,000	16,000	16,000	16,000	0	0.0%
<b>Total - So. MD Tri-County Community Action</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>0</b>	<b>0.0%</b>
<b><u>Tri-County Council for Southern Maryland</u></b>						
Operating Allocation	94,200	94,200	135,000	135,000	40,800	43.3%
<b>Total - Tri-County Council for Southern Mary</b>	<b>94,200</b>	<b>94,200</b>	<b>135,000</b>	<b>135,000</b>	<b>40,800</b>	<b>43.3%</b>
<b><u>Tri-County Youth Services Bureau, Inc.</u></b>						
Operating Allocation	143,600	143,600	143,600	143,600	0	0.0%
<b>Total - Tri-County Youth Services Bureau, In</b>	<b>143,600</b>	<b>143,600</b>	<b>143,600</b>	<b>143,600</b>	<b>0</b>	<b>0.0%</b>
<b><u>SDAT - Leonardtown Office</u></b>						
Operating Allocation	456,811	439,394	439,394	439,394	0	0.0%
<b>Total - SDAT Leonardtown Office</b>	<b>456,811</b>	<b>439,394</b>	<b>439,394</b>	<b>439,394</b>	<b>0</b>	<b>0.0%</b>
<b><u>Southern Maryland Higher Education Center</u></b>						
Operating Allocation	40,000	40,000	40,000	40,000	0	0.0%
<b>Total - Southern Maryland Higher Education</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>0.0%</b>
<b><u>Board of Education</u></b>						
Administration	3,421,596	3,357,329	3,867,648	3,867,648	510,319	15.2%
Mid-Level Administration	15,938,296	16,304,178	16,941,443	16,941,443	637,265	3.9%
Instructional Salaries	77,922,920	80,590,442	83,549,198	83,549,198	2,958,756	3.7%
Instructional Textbooks & Supplies	6,844,254	2,769,776	2,694,389	2,694,389	(75,387)	-2.7%
Other Instructional Costs	1,179,510	1,535,572	1,716,294	1,716,294	180,722	11.8%
Special Education	18,654,981	19,390,370	19,999,674	19,999,674	609,304	3.1%
Student Personnel Services	1,149,994	1,183,947	1,410,281	1,410,281	226,334	19.1%
Student Health Services	2,309,431	2,432,313	2,564,816	2,564,816	132,503	5.4%
Student Transportation	16,042,870	16,718,358	17,428,570	17,428,570	710,212	4.2%
Operation of Plant	15,162,717	15,302,848	16,861,070	16,861,070	1,558,222	10.2%
Maintenance of Plant	3,912,442	4,063,336	4,385,752	4,385,752	322,416	7.9%
Fixed Charges	46,019,980	49,818,008	52,344,373	52,344,373	2,526,365	5.1%
Capital Outlay	750,951	793,438	816,360	816,360	22,922	2.9%
Balance	0	0	0	(2,335,932)	(2,335,932)	0.0%
<b>Sub-Total - General Operations</b>	<b>209,309,942</b>	<b>214,259,915</b>	<b>224,579,868</b>	<b>222,243,936</b>	<b>7,984,021</b>	<b>3.7%</b>
Funding other than County Appropriation						
Fund Balance - Used (generated)	5,357,566	200,000	34,870	34,870	(165,130)	-82.6%
State, Federal, Other Revenue Sources	101,762,436	110,207,390	113,907,941	113,907,941	3,700,551	3.4%
<b><u>County Funding - Board of Education:</u></b>						
BOE - Recurring	102,189,940	103,852,525	110,637,057	108,301,125	4,448,600	4.3%
BOE - Non-Recurring	0	0	0	0	0	0.0%

**BUDGET  
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	OVER FY2019 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>County Appropriation - BOE</b>	<b>102,189,940</b>	<b>103,852,525</b>	<b>110,637,057</b>	<b>108,301,125</b>	<b>4,448,600</b>	<b>4.3%</b>
<b>College of Southern Maryland</b>						
Compensation (incl. OPEB Trust Contribution)	6,357,866	7,614,249	7,725,421	7,725,421	111,172	1.5%
Contracted Services	1,170,342	1,915,020	1,952,309	1,952,309	37,289	1.9%
Supplies & Materials	588,238	334,435	519,817	519,817	185,382	55.4%
Communications	78,574	84,999	133,454	133,454	48,455	57.0%
Conferences & Meetings	48,326	68,099	59,283	59,283	(8,816)	-12.9%
Scholarships & Fellowships	29,982	30,480	31,090	31,090	610	2.0%
Utilities	487,495	500,000	459,000	459,000	(41,000)	-8.2%
Fixed Charges	123,095	154,271	177,435	177,435	23,164	15.0%
Furniture & Equipment	50,224	83,721	99,958	99,958	16,237	19.4%
Mandatory Transfers	4,168,710	4,216,885	4,169,815	4,169,815	(47,070)	-1.1%
<b>Sub-Total - General Operations</b>	<b>13,102,852</b>	<b>15,002,159</b>	<b>15,327,582</b>	<b>15,327,582</b>	<b>325,423</b>	<b>2.2%</b>
Funding other than County Appropriation						
State, Federal, Other Revenue Sources	8,895,487	10,675,198	10,560,282	10,560,282	(114,916)	-1.1%
County Appropriation	4,207,365	4,326,961	4,767,300	4,767,300	440,339	10.2%
<b>County Appropriation - CSM</b>	<b>4,207,365</b>	<b>4,326,961</b>	<b>4,767,300</b>	<b>4,767,300</b>	<b>440,339</b>	<b>10.2%</b>
<b>Board of Library Trustees</b>						
Lexington Park Library	937,982	939,312	928,654	928,654	(10,658)	-1.1%
Leonardtown Library	758,387	791,659	918,611	918,611	126,952	16.0%
Charlotte Hall Library	600,966	613,057	642,283	642,283	29,226	4.8%
Administration	1,481,792	1,520,303	1,544,485	1,504,353	(15,950)	-1.0%
<b>Sub-Total - General Operations</b>	<b>3,779,127</b>	<b>3,864,331</b>	<b>4,034,033</b>	<b>3,993,901</b>	<b>129,570</b>	<b>3.4%</b>
Funding other than County Appropriation						
Fund Balance - Used (Generated)		49,481	70,755	70,755	21,274	43.0%
State, Federal, Other Revenue Sources	978,555	936,800	959,000	959,000	22,200	2.4%
County Appropriation	2,800,572	2,878,050	3,004,278	2,964,146	86,096	3.0%
County Appropriation - State Pension Shift	0	0	0	0	0	0.0%
County Appropriation - Additional OPEB	0	0	0	0	0	0.0%
<b>County Appropriation - Library</b>	<b>2,800,572</b>	<b>2,878,050</b>	<b>3,004,278</b>	<b>2,964,146</b>	<b>86,096</b>	<b>3.0%</b>
<b>OTHER BUDGET COSTS</b>						
Leonardtown Tax Rebate	44,916	43,493	43,487	43,487	(6)	0.0%
Employer Contributions - Retiree Health Benefits	3,135,991	3,200,000	3,300,000	3,300,000	100,000	3.1%
Employer Contributions - Unemployment	19,551	35,000	35,000	35,000	0	0.0%
Bank / GOB Costs	24,832	35,000	35,000	35,000	0	0.0%
Debt Service	11,214,597	11,667,432	13,645,203	13,645,203	1,977,771	17.0%
Reserve - Public Hearing	0	0	0	0	0	0.0%
<b>Total - Other Budget Costs</b>	<b>14,439,887</b>	<b>14,980,925</b>	<b>17,058,690</b>	<b>17,058,690</b>	<b>2,077,765</b>	<b>13.9%</b>
<b>TRANSFERS &amp; RESERVES</b>						
Capital Projects - Pay-Go	365,518	1,939,891	13,268,852	13,093,852	11,153,961	575.0%
Reserve - Grant/Appropriation	0	1,000,000	1,500,000	1,500,000	500,000	50.0%
Reserve - School Safety	0	1,000,000	0	0	(1,000,000)	-100.0%
Reserve - Bond Rating	294,206	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,085	500,000	1,683,729	1,183,644	236.7%
<b>Total - Transfers &amp; Reserves</b>	<b>659,724</b>	<b>4,839,976</b>	<b>15,668,852</b>	<b>16,677,581</b>	<b>11,837,605</b>	<b>244.6%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$215,217,640</b>	<b>\$230,155,443</b>	<b>\$257,502,368</b>	<b>\$259,396,334</b>	<b>\$29,240,891</b>	<b>12.7%</b>



**FY2020 BUDGET**  
**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>GENERAL GOVERNMENT</b>						
<b>Legislative/County Commissioners</b>						
Legislative/County Commissioners	429,794	477,634	477,634	487,640	10,006	2.1%
County Administrator	366,171	404,934	404,934	428,737	23,803	5.9%
Public Information	222,050	247,909	461,904	361,159	113,250	45.7%
County Attorney	739,125	754,937	876,001	948,698	193,761	25.7%
<b>Total - Legislative/County Commissioners</b>	<b>1,757,140</b>	<b>1,885,414</b>	<b>2,220,473</b>	<b>2,226,234</b>	<b>340,820</b>	<b>18.1%</b>
<b>Finance</b>						
Administration/Budget	674,833	708,002	710,002	718,949	10,947	1.5%
Accounting	590,849	608,607	671,401	749,464	140,857	23.1%
Auditing	46,280	50,980	60,980	60,980	10,000	19.6%
Procurement	300,631	315,439	315,439	359,413	43,974	13.9%
<b>Total - Finance</b>	<b>1,612,593</b>	<b>1,683,028</b>	<b>1,757,822</b>	<b>1,888,806</b>	<b>205,778</b>	<b>12.2%</b>
<b>Total - Information Technology</b>	<b>3,145,219</b>	<b>3,742,751</b>	<b>3,942,621</b>	<b>4,106,065</b>	<b>363,314</b>	<b>9.7%</b>
<b>Human Resources</b>						
Human Resources	880,509	975,158	1,046,599	1,087,373	112,215	11.5%
Risk Management	621,105	812,944	812,855	818,327	5,383	0.7%
Grants	11,740	0	0	0	0	0.0%
<b>Total - Human Resources</b>	<b>1,513,354</b>	<b>1,788,102</b>	<b>1,859,454</b>	<b>1,905,700</b>	<b>117,598</b>	<b>6.6%</b>
<b>Public Works &amp; Transportation (DPW&amp;T)</b>						
Development Review	163,203	175,035	359,677	274,196	99,161	56.7%
Mailroom/Messenger Services	104,752	110,718	115,218	122,925	12,207	11.0%
Vehicle Maintenance Shop	1,488,780	1,623,444	1,677,684	1,723,638	100,194	6.2%
Building Services/Grant	3,584,870	4,175,588	4,221,349	4,281,025	105,437	2.5%
Carter State Office Building	0	0	0	0	0	0.0%
<b>Total - Public Works &amp; Transportation</b>	<b>5,341,605</b>	<b>6,084,785</b>	<b>6,373,928</b>	<b>6,401,784</b>	<b>316,999</b>	<b>5.2%</b>
<b>Land Use &amp; Growth Management</b>						
Administration	568,541	791,042	791,042	999,676	208,634	26.4%
Comprehensive Planning	335,120	373,441	373,441	390,939	17,498	4.7%
Development Services	332,372	389,222	389,222	396,118	6,896	1.8%
Zoning Administration	325,339	345,701	345,101	299,743	(45,958)	-13.3%
Planning Commission	24,454	26,765	26,765	26,826	61	0.2%
Boards and Commissions	17,664	20,037	20,037	20,080	43	0.2%
Historical Preservation	1,851	3,580	3,580	3,580	0	0.0%
Permit Services	345,255	372,209	372,209	361,299	(10,910)	-2.9%
Inspections & Compliance	540,691	614,666	533,666	493,563	(121,103)	-19.7%
Board of Electrical Examiners	14,251	14,300	14,300	14,300	0	0.0%
Building Code Appeals Board	0	2,900	2,900	2,900	0	0.0%
Commission on the Environment	25	2,825	2,825	2,825	0	0.0%
Plumbing & Gas Board	0	1,850	1,850	1,850	0	0.0%
Grants	1,524	2,000	2,000	2,000	0	0.0%
<b>Total - Land Use &amp; Growth Management</b>	<b>2,507,087</b>	<b>2,960,538</b>	<b>2,878,938</b>	<b>3,015,699</b>	<b>55,161</b>	<b>1.9%</b>
<b>Circuit Court</b>						
Administration	937,646	1,021,216	1,090,634	1,135,521	114,305	11.2%
Law Library	50,312	69,950	50,600	50,600	(19,350)	-27.7%
Grant	654,790	759,632	736,296	736,296	(23,336)	-3.1%
<b>Orphans' Court</b>	<b>55,978</b>	<b>64,394</b>	<b>58,212</b>	<b>59,379</b>	<b>(5,015)</b>	<b>-7.8%</b>
<b>Total - Circuit Court / Orphans' Court</b>	<b>1,698,726</b>	<b>1,915,192</b>	<b>1,935,742</b>	<b>1,981,796</b>	<b>66,604</b>	<b>3.5%</b>
<b>Office of the State's Attorney</b>						
Judicial	2,808,777	2,943,401	2,919,200	3,310,559	367,158	12.5%
Grants	622,811	705,735	802,739	802,739	97,004	13.7%
<b>Total - State's Attorney</b>	<b>3,431,588</b>	<b>3,649,136</b>	<b>3,721,939</b>	<b>4,113,298</b>	<b>464,162</b>	<b>12.7%</b>
<b>Total - County Treasurer</b>	<b>449,837</b>	<b>485,617</b>	<b>486,887</b>	<b>497,393</b>	<b>11,776</b>	<b>2.4%</b>

**FY2020 BUDGET**  
**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018 ACTUAL	FY2019 APPROVED	FY2020 REQUEST	FY2020 RECOMMENDED	INCREASE (DECREASE) OVER FY2018 APPROVED	
					AMOUNT	PERCENT
<b>GENERAL GOVERNMENT - Continued</b>						
Total - Alcohol Beverage Board	198,945	329,772	329,772	355,343	25,571	7.8%
Total - Board of Elections	906,617	1,112,625	1,190,425	1,189,428	76,803	6.9%
Total - Ethics Commission	691	833	833	833	0	0.0%
Total - SDAT - Leonardtown Office	456,811	439,394	439,394	439,394	0	0.0%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>23,020,213</b>	<b>26,077,187</b>	<b>27,138,228</b>	<b>28,121,773</b>	<b>2,044,586</b>	<b>7.8%</b>
<b>PUBLIC SAFETY</b>						
<b>Emergency Services</b>						
Emergency Communications Center	2,650,483	2,991,259	3,441,345	3,529,958	538,699	18.0%
Emergency Radio Communications	1,254,037	1,258,292	1,398,706	1,404,754	146,462	11.6%
Emergency Management	306,196	357,574	793,644	613,035	255,461	71.4%
Animal Control	740,066	795,287	1,034,757	1,032,500	237,213	29.8%
Grants (Recov-Princ FEMA & Emerg Events)	379,972	727,227	990,996	990,996	263,769	36.3%
<b>Total Emergency Services</b>	<b>5,330,754</b>	<b>6,129,639</b>	<b>7,659,448</b>	<b>7,571,243</b>	<b>1,441,604</b>	<b>23.5%</b>
<b>Office of the Sheriff</b>						
Law Enforcement	22,841,768	25,592,844	27,228,568	29,030,996	3,438,152	13.4%
Corrections	10,588,389	12,593,203	13,661,786	13,544,784	951,581	7.6%
Training	255,396	413,389	434,877	428,877	15,488	3.7%
Canine	58,324	38,800	33,400	33,400	(5,400)	-13.9%
Court Security	830,088	872,402	872,402	929,057	56,655	6.5%
Grants	674,801	933,292	1,049,091	977,855	44,563	4.8%
<b>Total Office of the Sheriff</b>	<b>35,248,766</b>	<b>40,443,930</b>	<b>43,280,124</b>	<b>44,944,969</b>	<b>4,501,039</b>	<b>11.1%</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>40,579,520</b>	<b>46,573,569</b>	<b>50,939,572</b>	<b>52,516,212</b>	<b>5,942,643</b>	<b>12.8%</b>
<b>PUBLIC WORKS</b>						
<b>Public Works &amp; Transportation (DPW&amp;T)</b>						
Administration	416,401	425,551	428,741	432,783	7,232	1.7%
Engineering Services	846,387	1,104,281	1,089,456	1,131,111	26,830	2.4%
Construction & Inspections	886,546	783,786	928,397	925,133	141,347	18.0%
County Highways	5,667,376	4,564,678	5,070,546	5,407,168	842,490	18.5%
St Mary's County Airport	21,623	126,544	148,019	148,212	21,668	17.1%
Grants (principally STS)	3,251,029	3,168,530	3,377,091	3,377,122	208,592	6.6%
<b>TOTAL PUBLIC WORKS</b>	<b>11,089,362</b>	<b>10,173,370</b>	<b>11,042,250</b>	<b>11,421,529</b>	<b>1,248,159</b>	<b>12.3%</b>
<b>HEALTH</b>						
Total - Department of Health	2,253,230	2,283,676	2,478,705	2,471,133	187,457	8.2%
<b>Aging &amp; Human Services</b>						
Human Services-Admin Grants (0409)	73,648	71,102	143,102	147,179	76,077	107.0%
Grants - Human Services (Non-Admin.-440)	697,801	607,658	331,718	331,718	(275,940)	-45.4%
<b>Total - Aging &amp; Human Services</b>	<b>771,449</b>	<b>678,760</b>	<b>474,820</b>	<b>478,897</b>	<b>(199,863)</b>	<b>-29.4%</b>
<b>TOTAL HEALTH</b>	<b>3,024,679</b>	<b>2,962,436</b>	<b>2,953,525</b>	<b>2,950,030</b>	<b>(12,406)</b>	<b>-0.4%</b>

**FY2020 BUDGET**  
**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018 ACTUAL	FY2019 APPROVED	FY2020 REQUEST	FY2020 RECOMMENDED	INCREASE (DECREASE) OVER FY2018 APPROVED AMOUNT	PERCENT
<b>SOCIAL SERVICES</b>						
<b>Aging &amp; Human Services</b>						
Aging Administration	1,663,636	1,953,055	2,151,749	2,254,579	301,524	15.4%
Grants - Aging	1,045,725	1,062,105	1,042,090	1,100,635	38,530	3.6%
Non-Profit Allocation	826,612	831,512	831,512	806,276	(25,236)	-3.0%
<b>Total - Aging &amp; Human Services</b>	<b>3,535,973</b>	<b>3,846,672</b>	<b>4,025,351</b>	<b>4,161,490</b>	<b>314,818</b>	<b>8.2%</b>
<b>Total - Department of Social Services</b>	<b>430,258</b>	<b>451,237</b>	<b>457,814</b>	<b>461,633</b>	<b>10,396</b>	<b>2.3%</b>
<b>Other State Agencies</b>						
So.MD Tri-County Comm. Action	16,000	16,000	16,000	16,000	0	0.0%
Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	143,600	0	0.0%
<b>Total - Other State Agencies</b>	<b>159,600</b>	<b>159,600</b>	<b>159,600</b>	<b>159,600</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL SOCIAL SERVICES</b>	<b>4,125,831</b>	<b>4,457,509</b>	<b>4,642,765</b>	<b>4,782,723</b>	<b>325,214</b>	<b>7.3%</b>
<b>PRIMARY &amp; SECONDARY EDUCATION</b>						
County Appropriation - BOE	102,189,940	103,852,525	110,637,057	108,301,125	4,448,600	4.3%
Non-Public School Bus Transportation	2,082,102	2,344,983	2,576,381	2,519,742	174,759	7.5%
Non-Profit Allocation ED	18,175	8,175	8,175	8,175	0	0.0%
<b>TOTAL PRIMARY &amp; SECONDARY EDUCATION</b>	<b>104,290,217</b>	<b>106,205,683</b>	<b>113,221,613</b>	<b>110,829,042</b>	<b>4,623,359</b>	<b>4.4%</b>
<b>POST SECONDARY EDUCATION</b>						
County Appropriation - College of So MD	4,207,365	4,326,961	4,767,300	4,767,300	440,339	10.2%
Southern MD Higher Education Center	40,000	40,000	40,000	40,000	0	0.0%
Non-Profit Allocation	25,000	25,000	25,000	25,000	0	0.0%
<b>TOTAL POST SECONDARY EDUCATION</b>	<b>4,272,365</b>	<b>4,391,961</b>	<b>4,832,300</b>	<b>4,832,300</b>	<b>440,339</b>	<b>10.0%</b>
<b>PARKS, RECREATION &amp; CULTURE</b>						
<b>Recreation &amp; Parks - Department</b>						
Administration	1,133,028	1,202,087	1,202,087	1,236,102	34,015	2.8%
Parks Maintenance	2,088,163	2,156,478	2,362,235	2,446,199	289,721	13.4%
Grants Division	27,738	25,000	25,000	25,000	0	0.0%
Museum Division	483,458	561,720	570,720	608,725	47,005	8.4%
Non-Profit Allocation	94,580	115,842	115,842	131,200	15,358	13.3%
<b>TOTAL PARKS, RECREATION, &amp; CULTURE</b>	<b>3,826,967</b>	<b>4,061,127</b>	<b>4,275,884</b>	<b>4,447,226</b>	<b>386,099</b>	<b>9.5%</b>
<b>County Appropriation - TOTAL LIBRARY</b>	<b>2,800,572</b>	<b>2,878,050</b>	<b>3,004,278</b>	<b>2,964,146</b>	<b>86,096</b>	<b>3.0%</b>
<b>CONSERVATION OF NATURAL RESOURCES</b>						
University of MD Extension-St. Mary's	225,971	257,400	264,061	264,061	6,661	2.6%
Soil Conservation District	72,879	77,063	105,063	77,063	0	0.0%
SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Southern Maryland RC&D	13,300	13,300	15,300	13,300	0	0.0%
Non-Profit Allocation	12,500	30,000	30,000	22,500	(7,500)	-25.0%
Allocation of Agriculture & Seafood (75% DED)	245,555	257,935	258,535	276,353	18,418	7.1%
<b>TOTAL CONSV. OF NATURAL RESOURCES</b>	<b>572,705</b>	<b>638,198</b>	<b>675,459</b>	<b>655,777</b>	<b>17,579</b>	<b>2.8%</b>

**FY2020 BUDGET**  
**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2018	FY2019	FY2020	FY2020	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<b>ECONOMIC &amp; DEVELOPMENT</b>						
<b>Economic Development - Department</b>						
Administration/Office of the Director	381,000	410,166	410,166	438,864	28,698	7.0%
Tourism Development	345,420	430,937	430,937	430,937	0	0.0%
Agriculture & Seafood Development	327,406	343,913	344,713	368,470	24,557	7.1%
Less Allocation (See above)	(245,555)	(257,935)	(258,535)	(276,353)	(18,418)	7.1%
Business Development	280,914	321,483	409,483	472,498	151,015	47.0%
Non-Profit Allocation	33,580	33,580	33,580	33,780	200	0.6%
Grants	801,352	0	0	0	0	0.0%
<b>Total - Economic Development</b>	<b>1,924,118</b>	<b>1,282,144</b>	<b>1,370,344</b>	<b>1,468,197</b>	<b>186,052</b>	<b>14.5%</b>
<b>Human Resources</b>						
Commission for the Disabled	2,275	2,300	2,300	2,300	0	0.0%
<b>Total - Human Resources</b>	<b>2,275</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>0</b>	<b>0.0%</b>
<b>Office of Community Services</b>						
Community Services	484,503	527,958	532,458	524,959	(2,999)	-0.6%
Human Relations Commission	1,156	1,850	1,850	1,850	0	0.0%
Commission for the Disabled	0	0	0	0	0	0.0%
Commission for Women	9,347	7,000	7,000	7,000	0	0.0%
<b>Total - Office of Community Services</b>	<b>495,006</b>	<b>536,808</b>	<b>541,308</b>	<b>533,809</b>	<b>(2,999)</b>	<b>-0.6%</b>
<b>Tri-County Council for Southern Maryland</b>	<b>94,200</b>	<b>94,200</b>	<b>135,000</b>	<b>135,000</b>	<b>40,800</b>	<b>43.3%</b>
<b>Total - Tri-County Council for Southern Maryland</b>	<b>94,200</b>	<b>94,200</b>	<b>135,000</b>	<b>135,000</b>	<b>40,800</b>	<b>43.3%</b>
<b>TOTAL ECONOMIC &amp; DEVELOPMENT</b>	<b>2,515,599</b>	<b>1,915,452</b>	<b>2,048,952</b>	<b>2,139,306</b>	<b>223,853</b>	<b>11.7%</b>
<b>DEBT SERVICE / INTER-GOVERNMENTAL</b>						
<b>TOTAL DEBT SERVICE</b>	<b>11,214,597</b>	<b>11,667,432</b>	<b>13,645,203</b>	<b>13,645,203</b>	<b>1,977,771</b>	<b>17.0%</b>
<b>TOTAL INTER-GOVERNMENTAL - LEONARDTOWN TAX REBATE</b>	<b>44,916</b>	<b>43,493</b>	<b>43,487</b>	<b>43,487</b>	<b>(6)</b>	<b>0.0%</b>
<b>OTHER</b>						
Employer Contributions - Retiree Health Benefits	3,135,991	3,200,000	3,300,000	3,300,000	100,000	3.1%
Employer Contributions - Unemployment	19,551	35,000	35,000	35,000	0	0.0%
Bank / GOB Costs	24,832	35,000	35,000	35,000	0	0.0%
<b>TOTAL OTHER</b>	<b>3,180,374</b>	<b>3,270,000</b>	<b>3,370,000</b>	<b>3,370,000</b>	<b>100,000</b>	<b>3.1%</b>
<b>RESERVES</b>						
Reserve - Grant/Appropriation	0	1,000,000	1,500,000	1,500,000	500,000	50.0%
Reserve - School Safety	0	1,000,000	0	0	(1,000,000)	-100.0%
Reserve - Bond Rating	294,206	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,085	500,000	1,683,729	1,183,644	236.7%
<b>TOTAL RESERVES</b>	<b>294,206</b>	<b>2,900,085</b>	<b>2,400,000</b>	<b>3,583,729</b>	<b>683,644</b>	<b>23.6%</b>
<b>TRANSFERS</b>						
Capital Projects - Pay-Go	365,518	1,939,891	13,268,852	13,093,852	11,153,961	575.0%
<b>TOTAL TRANSFERS</b>	<b>365,518</b>	<b>1,939,891</b>	<b>13,268,852</b>	<b>13,093,852</b>	<b>11,153,961</b>	<b>575.0%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$215,217,640</b>	<b>\$230,155,443</b>	<b>\$257,502,368</b>	<b>\$259,396,334</b>	<b>\$29,240,891</b>	<b>12.7%</b>

**GENERAL FUND FY2020 & FOUR-YEAR PROJECTIONS (2021 - 2024)**

(\$ IN THOUSANDS)	FY2020 RECOMMENDED	FY2021 ESTIMATE	FY2022 ESTIMATE	FY2023 ESTIMATE	FY2024 ESTIMATE
<b>Revenues</b>					
Property Taxes	119,963	122,362	124,809	127,305	129,851
Income Taxes	100,716	107,098	110,847	114,726	118,742
Local Taxes	9,795	10,187	10,594	11,018	11,459
Highway User	1,737	1,824	1,915	2,011	2,112
Licenses and Permits	574	591	609	627	646
Charges for Services	3,096	3,220	3,349	3,483	3,622
Fines and Forfeitures	27	27	27	27	27
State/Federal Grants	8,309	8,724	9,160	9,618	10,099
Other Revenues	1,035	1,000	1,000	1,000	1,000
<i>Use of County Fund Balance</i>	14,145	2,000	0	0	0
<b>REVENUES</b>	<b>259,396</b>	<b>257,033</b>	<b>262,310</b>	<b>269,816</b>	<b>277,558</b>
<b>Expenditures:</b>					
Aging & Human Services	5,174	5,571	5,971	6,031	6,091
Information Technology	4,106	4,319	4,707	4,754	4,802
Public Works & Transportation	20,343	20,819	21,372	21,585	21,801
Recreation & Parks	4,447	4,799	5,192	5,244	5,296
Emergency Services	7,571	7,918	8,342	8,426	8,510
Other County Departments	10,839	11,202	11,659	11,775	11,893
<b>Total, Departments</b>	<b>52,481</b>	<b>54,628</b>	<b>57,242</b>	<b>57,815</b>	<b>58,393</b>
Office of the Sheriff	44,945	45,845	46,941	47,411	47,885
Office of the State's Attorney	4,113	4,154	4,196	4,238	4,280
Other Elected Officials	2,479	2,450	2,475	2,499	2,524
<b>Total, Elected Officials</b>	<b>51,537</b>	<b>52,450</b>	<b>53,612</b>	<b>54,148</b>	<b>54,690</b>
Department of Health	2,471	2,486	2,511	2,536	2,561
County Funds - Board of Ed	108,301	111,550	114,897	118,344	121,894
County Funds - College of Southern Maryland	4,767	4,461	4,506	4,551	4,596
County Funds - Board of Library Trustees	2,964	2,994	3,024	3,054	3,085
Other Boards and State Agencies	3,138	3,091	3,120	3,148	3,177
<b>Total, Boards and State Agencies</b>	<b>121,642</b>	<b>124,582</b>	<b>128,057</b>	<b>131,632</b>	<b>135,313</b>
Employer Contributions - Retiree Health Costs	3,300	3,400	3,500	3,600	3,700
Debt Service	13,645	13,299	15,153	15,098	16,919
Other Budget Costs	1,613	1,614	1,614	1,614	1,615
<b>Total, Other Budget Costs</b>	<b>18,559</b>	<b>18,313</b>	<b>20,268</b>	<b>20,312</b>	<b>22,234</b>
Transfers & Reserves	15,178	2,900	900	900	900
<b>Total, Transfers &amp; Reserves</b>	<b>15,178</b>	<b>2,900</b>	<b>900</b>	<b>900</b>	<b>900</b>
<b>EXPENDITURES</b>	<b>259,396</b>	<b>252,872</b>	<b>260,079</b>	<b>264,808</b>	<b>271,530</b>
<i>DIFFERENCE REVENUE OVER (EXPENDITURES)</i>	<i>0</i>	<i>4,161</i>	<i>2,232</i>	<i>5,008</i>	<i>6,028</i>
<i>Operating Impacts FTE's</i>	<i>12</i>	<i>28</i>	<i>7</i>	<i>-</i>	<i>-</i>
<i>CIP Operating Impacts - In year started</i>	<i>0</i>	<i>4,257</i>	<i>843</i>	<i>220</i>	<i>44</i>
<i>CIP Operating Impacts - recurring</i>	<i>0</i>	<i>4,257</i>	<i>5,100</i>	<i>5,320</i>	<i>5,364</i>
<i>Amount available after Operating Impacts</i>	<i>-</i>	<i>-96</i>	<i>-2,868</i>	<i>-312</i>	<i>663</i>

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# COUNTY DEPARTMENTS

- Program Descriptions
- Highlights

# COUNTY COMMISSIONERS / ADMINISTRATOR

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## DESCRIPTION

The Commissioners of St. Mary's County establishes all County policies, enacts ordinances which have the force and effect of law, reviews and approves annual budgets and work plans for all departments and agencies receiving county funds, conducts public hearings and makes decisions on land use matters involving zoning, and water and sewer categories. The County Commissioners appoint all department heads and members of boards, committees and commissions, purchase and maintain county property, approve road construction and maintenance, and serve as the county's chief elected officials in dealing with other counties, and the state and federal governments. The County Commissioners' office serves as a contact point for citizens and responds directly to citizens on a variety of areas ranging from general information to specific assistance with government procedures and programs. The Commissioners' Office provides staff support for County Commissioner meetings and individual County Commissioners. The Commissioners' Office maintains the Commissioners' meeting records, resolutions and ordinances, correspondence and administrative files, the official "Seal of St. Mary's County," and prepares their agenda and schedules for future events.

An appointed County Administrator is responsible for the day-to-day administration of county government, supervision of all government department heads, and coordination of staff activities under the County Commissioners' jurisdiction. The County Administrator assigns and reports on general business actions and functions of county government and provides periodic performance reports on projects or problems. The County Administrator oversees the Public Information Office. The County Administrator is responsible for the follow-up actions that result from developments at meetings as directed by the Commissioners of St. Mary's County. The County Administrator serves as the official County Commissioner representative at court actions, hearings, and inquiries at the local, regional and state level. The office also processes incoming mail to the Commissioners and operates and staffs the county's switchboard.

The Public Information Office oversees communications with the media and the public, including news releases, the county's website, social media sites (Facebook, Twitter, YouTube and Flickr) and the dissemination of emergency information. The office also manages the county's cable station St. Mary's County Government TV 95 (SMCG TV 95). The Public Information Office plans and provides staff support for Commissioners of St. Mary's County events such as the annual Flag Day ceremony and the Veteran's Day Parade. The Public Information Office prepares proclamations, commendations and special awards from the commissioners to recognize special accomplishments of individuals, organizations and employees. The office plays a central role in the dissemination of information in emergency situations as well as issuing news releases and other information to the media and the public. This office is also responsible for overseeing the content and organization of information on the county website and other social media sites on behalf of the Commissioners.

# COUNTY COMMISSIONERS / ADMINISTRATOR

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## OPERATING BUDGET

County Commissioners / County Administrator	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Legislative/County Commissioners	429,794	\$477,634	\$477,634	\$487,640
County Administrator	366,171	404,934	404,934	428,737
Public Information	<u>222,050</u>	<u>247,909</u>	<u>461,904</u>	<u>361,159</u>
<b>Total Department</b>	<b>1,018,015</b>	<b>\$1,130,477</b>	<b>\$1,344,472</b>	<b>\$1,277,536</b>

## HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,277,536, an increase of \$147,059 or 13.0%. It includes the county employee compensation changes mentioned in the budget highlights and new video screen equipment upgrades in CSMC Meeting Room.

## STAFFING

County Commissioners / County Administrator	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
Legislative/County Commissioners	6.5	6.5	6.5
County Administrator	3.0	3.0	3.0
Public Information	<u>3.0</u>	<u>5.0</u>	<u>3.0</u>
<b>Total Department</b>	<b>12.5</b>	<b>14.5</b>	<b>12.5</b>



# DEPARTMENT OF AGING & HUMAN SERVICES

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## DESCRIPTION

The Department of Aging & Human Services' (DOA&HS) basic purpose and mission are to provide an array of programs and services to the senior community, people with disabilities, as well as to children and families. The Department fosters continued good physical and mental health and promotes "healthy" aging within the senior community; provides appropriate supportive and health services that enable seniors to live independently in their homes and communities, and offers social, educational, and recreational activities that give members of the senior community ample opportunity to remain engaged with their peers. A significant portion of the Department of Aging & Human Services' general fund budget is financed from Federal and State grants as well as income from program fees and donations. Federal grants support the operation of senior activity centers and nutrition sites, home and community-based services, and provide some funding for administrative support.

The Division of Human Services' areas of responsibility include, but are not limited to: supportive services for children and youth and, offer social, educational, and recreational activities to children and families. This division facilitates an integrated network of services to improve conditions for people in need. The division brings together local agencies, providers, consumers of services, public and private entities, and other community representatives to empower local stakeholders in addressing the needs of and setting priorities for St. Mary's County. This division also serves as the Local Management Board and point of contact for State-funded community development projects

Starting in 2017, the Governor's Office for Children required all Local Management Board Programs be associated with one or more of the following areas: Families affected by incarceration; Childhood hunger; Disconnected youth (youth between the ages of 16 and 24 who are not in school or at work); Homeless youth who are not in the physical custody of a parent or guardian and who are between the ages of 14 and 25, a population known as unaccompanied homeless *youth*.

The Department of Aging & Human Services provides staff and administrative support to the following county government advisory boards: the Commission on Aging, the Human Relations Commission, and the Commission for Women, The Youth Advisory Commission, the Local Management Board, the Public Guardianship Review Board, and the Family Violence Coordinating Council. Administrative support includes attending scheduled meetings, preparation and distribution of minutes and correspondence, coordinating logistics for programs and special events, maintaining required memberships and overseeing budgetary matters.

This Departmental Budget also focuses on Non-Profit Agencies - Aging & Human Services. The Non-Profit Categories for Aging & Human Services include: Behavioral Health, Community Services, Disability Services, and Homeless Prevention.

# DEPARTMENT OF AGING & HUMAN SERVICES

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## OPERATING BUDGET

Aging & Human Services	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Aging Administration	1,663,636	\$1,953,055	\$2,151,749	\$2,245,579
Grants – Aging	1,045,725	1,062,105	1,042,090	1,100,635
Human Services (HS) – Admin. Grants	73,648	71,102	143,102	147,179
Community Services (CS)	484,503	527,958	532,458	524,959
Human Relations Commission	1,156	1,850	1,850	1,850
Commission for People w/Disabilities	0	0	0	0
Commission for Women	9,347	7,000	7,000	7,000
Non-Profits–Aging & Human Services	826,612	831,512	831,512	806,276
Grants – HS (Non-Admin.)	<u>697,801</u>	<u>607,658</u>	<u>331,718</u>	<u>331,718</u>
<b>Total Department – General Fund</b>	<b>4,802,428</b>	<b>\$5,062,240</b>	<b>\$5,041,479</b>	<b>\$5,174,196</b>
<b>Miscellaneous Revolving Fund-Aging</b>		<b>\$120,000</b>	<b>\$120,000</b>	<b>\$120,000</b>
<b>Miscellaneous Revolving Fund – CS</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>

## HIGHLIGHTS

The general fund budget for the Department of Aging & Human Services is \$5,174,196, an increase of \$111,956 or 2.2%. This budget includes:

- The addition of a new Information & Assistance Caseworker, full-time position, to provide assessment and case management services to homebound individuals
- Hourly Senior Office Specialist and Program Specialist for the Garvey Senior Center for evening activities
- Convert hourly Food Service Technician to RPT employee at Cedar Lane and realign hourly Food Service Technician at Loffler Center to County budget from Grant
- The addition of an hourly Community Program Outreach Specialist
- The addition of an hourly Food Service Technician position as part of the Food Services Program for Cedar Lane, and
- Purchase of a replacement vehicle, 14-passenger Van to support the Learning for ForEver (LIFE) Program

The Aging and Human Services budget also includes the county employee compensation changes mentioned in the budget highlights.

# DEPARTMENT OF AGING & HUMAN SERVICES

## HIGHLIGHTS (continued)

Non-Profit Funding continues to be reflected in County Department's based on content area. The following was approved for Non-Profits having categories that fall within the Department of Aging & Human Services:

<b>Agency</b>	<b>Category</b>	<b>Amount</b>
ARC of Southern Maryland	Disability Services	\$130,000
Bay Community Support Services, Inc.	Disability Services	\$3,900
Center for Children, Inc.	Behavioral Health	\$15,000
Center for Children, Inc.	Community Services	\$1,000
Center for Life Enrichment	Disability Services	\$150,908
Community Mediation of SMC	Community Services	\$2,500
Greenwell Foundation	Disability Services	\$34,500
Promise Resource Center	Community Services	\$15,980
So MD Center for Family Advocacy	Community Services	\$100,000
So MD Center for Independent Living	Disability Services	\$7,500
Special Olympics MD St. Mary's County	Community Services	\$12,592
St. Mary's Caring Soup	Community Services	\$3,000
Three Oaks Center	Homelessness Prevention	\$130,000
Walden Sierra Inc.	Behavioral Health	\$199,396
		<b>\$806,276</b>

## STAFFING

<b>Aging &amp; Human Services</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Aging Administration	17.5	20.25	20.25
Grants – Aging	9.25	8.25	8.25
Human Services – Administration Grants	.54	.54	.54
Community Services (CS)	<u>3.46</u>	<u>3.46</u>	<u>3.46</u>
<b>Total Department</b>	<b>30.75</b>	<b>32.5</b>	<b>32.5</b>

# COUNTY ATTORNEY

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## DESCRIPTION

The County Attorney is responsible for providing legal services to the Commissioners of St. Mary's County, the County Administrator and the County departments, offices, agencies, boards, committees and commissions. Activities include: researching legal issues and providing legal opinions; coordinating and monitoring legal representation of the County by independent contract and insurance defense counsel; drafting or reviewing all resolutions and ordinances to be considered and adopted by the Commissioners; providing legal representation regarding enforcement of all local ordinances and locally-adopted regulations; collection of various funds due and owing to the County; acquiring title to real property purchased by the County at tax sales; representing the County in judicial proceedings; approving grant applications and agreements as to form and legal sufficiency, contracts; and drafting of documents and representation of the County in real estate transactions related to acquisitions, dispositions, leases, and easements.

## OPERATING BUDGET

County Attorney	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Administration	<u>\$739,125</u>	<u>\$754,937</u>	<u>\$876,001</u>	<u>\$948,698</u>
<b>Total Department</b>	<b>\$739,125</b>	<b>\$754,937</b>	<b>\$876,001</b>	<b>\$948,698</b>

## HIGHLIGHTS

The budget for the County Attorney is \$948,698, an increase of \$193,761 or 25.7%. This increase is attributed to the county employee compensation changes mentioned in the budget highlights. Also included in this budget is funding for a full-time Senior Office Specialist position and for Contract Legal Services to hear Board of Appeals and Planning Commission hearings.

## STAFFING

County Attorney	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
<b>Total Department</b>	<b>5</b>	<b>6</b>	<b>6</b>

# DEPARTMENT OF ECONOMIC DEVELOPMENT

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## DESCRIPTION

The Department of Economic Development (DED) works to increase opportunities for business and job growth in St. Mary's County. Economic Development has three focus areas: Business Development, Agriculture & Seafood, and Tourism and Hospitality.

These three focus areas are reflected in the budget. The Business Development Division provides direct support to new or expanding businesses and works to attract new businesses to grow the local economy. The Agriculture and Seafood Division provides direct support to local farmers, oversees three County farmers markets, and manages a multi-million dollar land preservation program. Last year, DED, with its tourism industry partners, established a new non-profit entity, Visit St. Mary's MD, to carry out tourism responsibilities on behalf of the County. Funding that previously funded the DED Tourism Division is now provided to Visit St. Mary's MD. Visit St. Mary's MD's County funding may rise with increases in the County Accommodations Tax collection.

In recent years, the Commissioners approved the Department's *Strategic Plan to Build an Innovation Driven Economy*. The goal of this Plan is to broaden the local economy and, thereby, reduce the County's current dependency on federal defense spending. The Department focuses on 1) growing the targeted industries: unmanned and autonomous systems, agricultural and aquaculture, tourism, advanced manufacturing, and aircraft modification; 2) creating an environment for innovation and entrepreneurship; 3) supporting strategies to attract and retain the workforce of the future; and 4) protecting and growing the mission of Naval Air Station Patuxent River. This Departmental Budget also includes funding for non-profit entities that help further the mission of the Department.

The Department staffs the St. Mary's County Economic Development Commission and the Agriculture, Seafood and Forestry Board. DED's employees participate in many other organizations and groups including the Agricultural Land Preservation Board, The Patuxent Partnership, the Southern Maryland Innovation and Technology initiative, St. Mary's County Chamber of Commerce, Southern Maryland Navy Alliance, and the Farmers' Market Association.

# DEPARTMENT OF ECONOMIC DEVELOPMENT

## OPERATING BUDGET

Economic Development	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Administration/Office of the Director	\$381,000	\$410,166	\$410,166	\$438,864
Tourism Development	345,420	430,937	430,937	430,937
Agriculture & Seafood Development	327,406	343,913	344,713	368,470
Business Development	280,914	321,483	409,483	472,498
Non-Profits – Economic Development	89,255	96,755	96,755	89,455
Grants	<u>801,352</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Department</b>	<b>\$2,225,347</b>	<b>\$1,603,254</b>	<b>\$1,692,054</b>	<b>\$1,800,224</b>

## HIGHLIGHTS

The budget for the Department of Economic Development is \$1,800,224, an increase of \$196,970 or 12.3%. This budget incorporates the county employee compensation changes mentioned in the budget highlights, and the following increases:

- The addition of one FTE Ombudsman position under the Business Development Division
- Visit St. Mary’s MD (VSMMD), the newly created non-profit funded by the County to carry out all tourism activities on behalf of the County will be funded at the same FY2019 level
- A minimum increase for supplies, ads and material costs that support the County’s three farmers markets
- Also, under the Business Development Division, several online website and software items : *Asana*, an online project management tool software to help manage the different projects of varying size and importance; “*Take Flight*” digital and print advertising for business and talent attraction; Website *YesSTMarysMD.com* maintenance & management and upgraded high-quality videography

## STAFFING

Economic Development	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
Administration/Office of the Director	3	3	3
Tourism Development	0	0	0
Agriculture & Seafood Development	3	3	3
Business Development	<u>2</u>	<u>2</u>	<u>3</u>
<b>Total Department</b>	<b>8</b>	<b>8</b>	<b>9</b>

# DEPARTMENT OF ECONOMIC DEVELOPMENT

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Non-Profit Funding continues to be included in County Department's based on content area. The following was approved for Non-Profits having categories that fall within the Department of Economic Development:

<b>Agency</b>	<b>Category</b>	<b>Amount</b>
CSM Foundation	Post/Secondary/Primary Education	\$25,000
growingSTEMS	Post/Secondary/Primary Education	\$1,500
Lexington Park Rotary Club	Economic Development	\$5,570
Promise Resource Center	Post/Secondary/Primary Education	\$8,175
Rotary Club of Lexington Park	Economic Development	\$2,000
So MD Navy Alliance	Economic Development	\$33,580
St. Mary's County Literacy Coun.	Economic Development	\$10,000
Watermens Association of SMC	Conservation of Natural Resources	<u>\$12,500</u>
	<b>Total</b>	<b>\$98,505</b>

# DEPARTMENT OF FINANCE

## DESCRIPTION

The mission of the Department of Finance is to provide a full range of financial, budget, accounting, procurement and other related services and support to all departments and units of County Government as well as a number of affiliated programs and entities. The Department is comprised of three divisions: Administration/Budget, Accounting, and Procurement.

The Administration/Budget Division is responsible for overall management of the Finance Department and serves as fiscal policy advisor to the Commissioners of St. Mary's County and the County Administrator. Responsibilities of this division, includes: budget formulation and management, cash flow, and debt management to include monitoring debt capacity for both the current and planned capital programs for conformance with debt affordability parameters set by the Commissioners of St. Mary's County, bond sales, and other special fiscal services, such as grants or capital projects monitoring, and the administration of the County's Other Post-Employment Benefits (OPEB) and Length Of Service Awards Program (LOSAP) trusts. This division reviews all County Commissioner agenda items involving financial commitment and is also responsible for the financial aspects of a variety of agreements to which the County is a party.

The Accounting Division provides centralized accounting services for the County and is responsible for paying bills, receiving revenues, cash management, audit activities, payroll, fixed assets accounting, and reporting and other accounting functions. Responsibilities include: maintenance of general accounting and payroll/leave systems, revenue and disbursement systems, investment of County funds, annual financial audit activities and other external financial reporting. In addition, this division is responsible for processing refunds for the County's Energy Tax Program and processing invoices and collections for the Mosquito Control Program.

The Procurement Office provides centralized procurement of materials, supplies, services and construction contracting for all St. Mary's County Government. Responsibilities include: processing numerous small purchases during the year as well as working with departments to develop appropriate specifications and preparation and release of solicitations, and the evaluation and negotiation of bids and contracts. In addition, the County participates in collaborative procurements with both Calvert and Charles counties as well as the St. Mary's County Board of Education, the St. Mary's County Library, and the St. Mary's County Metropolitan Commission.

The Department is the custodian of all fiscal records and manages the security of the related financial systems used. This Department plays a strategic role in the development of new initiatives county wide.



# DEPARTMENT OF FINANCE

## OPERATING BUDGET

<b>Finance</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Administration/Budget	\$674,833	\$708,002	\$710,002	\$718,949
Accounting	590,849	608,607	671,401	749,464
Auditing	46,280	50,980	60,980	60,980
Procurement	<u>300,631</u>	<u>315,439</u>	<u>315,439</u>	<u>359,413</u>
<b>Total Department</b>	<b>\$1,612,593</b>	<b>\$1,683,028</b>	<b>\$1,757,822</b>	<b>\$1,888,806</b>

## HIGHLIGHTS

The budget for the Department of Finance is \$1,888,806, an increase of \$205,778 or 12.2%. This includes employee compensation changes discussed in the highlights and a new Fiscal Specialist III full-time position.

## STAFFING

<b>Finance</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Administration/Budget	6	6	6
Accounting	7	8	8
Procurement	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Department</b>	<b>17</b>	<b>18</b>	<b>18</b>

# DEPARTMENT OF INFORMATION TECHNOLOGY

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## DESCRIPTION

The Information Technology Department has the overall responsibility for managing the County's technology and telecommunication resources, including computer hardware, software, and telephones. Services of the Technology Department include technical support, systems support, equipment maintenance, technology training, technical planning, telephone support, telecommunications, infrastructure, and computer access control and security.

## OPERATING BUDGET

Information Technology	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Technology	<u>\$3,145,219</u>	<u>\$3,742,751</u>	<u>\$3,942,621</u>	<u>\$4,106,065</u>
<b>Total Department</b>	<b>\$3,145,219</b>	<b>\$3,742,751</b>	<b>\$3,942,621</b>	<b>\$4,106,065</b>

## HIGHLIGHTS

The budget for the Department of Information Technology is \$4,106,065, an increase of \$363,314 or 9.7%. This increase supports efforts to upgrade software programs including MDB Upgrade; single grade Mode Fiber Upgrades/ audits; and enhance network security and training. The budget also incorporates the county employee compensation changes mentioned in the budget highlights.

## STAFFING

Information Technology	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
<b>Total Department</b>	<b>20</b>	<b>20</b>	<b>20</b>

# DEPARTMENT OF HUMAN RESOURCES

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## DESCRIPTION

The Department of Human Resources is responsible for all personnel and benefits administration for the County workforce and for maintaining compliance with applicable employment regulations. The department functions include employee relations, position classification, job advertising, applicant interviewing, testing, personnel actions, maintenance of personnel records, maintenance and implementation of the Personnel Manual, administration for the State Retirement and Pension System, and Plan Administration for the Sheriff's Office Retirement Plan, employee health and life insurance programs, employee deferred compensation programs, unemployment compensation, as well as the Employee Assistance Program, Savings Bond Program, a Length of Service Awards Program for local Volunteer Fire and Rescue Companies and employee wellness and recognition programs.

The department handles Risk Management, including the County's general liability and property insurance costs and self-insured workers compensation, and is responsible for claims and risk management through activities and programs designed to reduce risk and improve the loss experience. Administration of the American with Disabilities Act for citizens and employees is also a responsibility of the Human Resources Department with work that includes ensuring ADA regulatory compliance and coordinating employee training and education.

The Fire/EMS Volunteer Coordinator is part of the HR team with responsibilities to increase awareness of Volunteer opportunities, to partner in administering the High School Cadet recruiting program, to administer the Dependent Care Reimbursement program and to assist with department volunteer recognition and retention efforts.

## OPERATING BUDGET

<b>Human Resources</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Human Resources	\$880,509	\$975,158	\$1,046,599	\$1,087,373
Risk Management	621,105	812,944	812,855	818,327
Commission for People w/Disabilities	2,275	2,300	2,300	2,300
Grants	<u>11,740</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Department – General Fund</b>	<b>\$1,515,629</b>	<b>\$1,790,402</b>	<b>1,861,754</b>	<b>\$1,908,000</b>
<b>Emergency Services Support Fund - Recruiting</b>	<b>\$101,272</b>	<b>\$184,817</b>	<b>\$166,317</b>	<b>\$172,419</b>

# DEPARTMENT OF HUMAN RESOURCES

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## HIGHLIGHTS

The general fund budget for the Department of Human Resources is \$1,908,000, an increase of \$117,598 or 6.6%. The budget incorporates the county employee compensation changes mentioned in the budget highlights and a new Wellness and Safety Officer regular part-time position. Included in the budget is the continuance of funding for retention “Rookie of the Year” awards to each Fire and EMS departments at each department installment.

## STAFFING

<b>Human Resources</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Human Resources	7	7.75	7.75
Risk Management	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Department – General Fund</b>	<b>8</b>	<b>8.75</b>	<b>8.75</b>
<b>Emergency Services Support Fund - Recruitment</b>	<b>1</b>	<b>1</b>	<b>1</b>

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## DESCRIPTION

The Department of Land Use and Growth Management is responsible for land use planning; zoning; site development review (with other County departments and outside agencies); permits; review of proposals within the Chesapeake Bay Critical Area, floodplain, and environmentally sensitive areas overall; zoning and environmental inspections; issuing certificates of use and occupancy; and responding to resident inquiries about potential violations of the zoning and subdivision ordinances, maintenance ordinance for potential blight, and livability code. Staff support is provided to the Commissioners of St. Mary's County, Planning Commission, Board of Appeals, Board of Electrical Examiners, Historic Preservation Commission, Commission on the Environment, Technical Evaluation Committee, and the Calvert-St. Mary's Metropolitan Planning Organization for regional transportation planning, among others. Land Use and Growth Management reviews proposals for new development, including subdivisions, to ensure they are consistent with the Comprehensive Plan and comply with the zoning and subdivision ordinances. Staff prepares reports for the Planning Commission on major development projects and major subdivisions that must be reviewed by the Planning Commission at a public hearing. The Planning Commission is currently reviewing the zoning maps for the Lexington Park Development District to implement the Lexington Park Development District Master Plan. Staff of the Inspections Division leads the fieldwork responsibilities of the damage assessment team following destructive storms. Department staff also process variance and conditional use cases that are decided upon by the Board of Appeals. The Permits Division processes an average of 2,200 permit applications annually. There are more than 40 different types of permit applications that are sent to seven reviewing agencies (Land Use and Growth Management, Public Works and Transportation, Recreation and Parks, Board of Electrical Examiners, Environmental Health, Soil Conservation, and MetCom). Permit fees are routed to 83 separate accounts. Nearly 5 million dollars in fees are collected annually. Departmental staff is committed to customer service as we fulfill our responsibilities to promote quality development and protect the environmental and historic resources of St. Mary's County.

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## OPERATING BUDGET

Land Use & Growth Management	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Administration	\$568,541	\$791,042	791,042	999,676
Comprehensive Planning	335,120	373,441	373,441	390,939
Development Services	332,372	389,222	389,222	396,188
Zoning Administration	325,339	345,701	345,101	299,743
Planning Commission	24,454	26,765	26,765	26,826
Boards and Commissions	17,664	20,037	20,037	20,080
Historical Preservation	1,851	3,580	3,580	3,580
Permit Services	345,255	372,209	372,209	361,299
Inspections & Compliance	540,691	614,666	533,666	493,563
Board of Electrical Examiners	14,251	14,300	14,300	14,300
Building Code Appeals Board	0	2,900	2,900	2,900
Commission on the Environment	25	2,825	2,825	2,825
Plumbing Fuel & Gas Board	0	1,850	1,850	1,850
Grants	1,524	2,000	2,000	2,000
<b>Total Department – General Fund</b>	<b>\$2,507,087</b>	<b>\$2,960,538</b>	<b>\$2,878,938</b>	<b>\$3,015,699</b>
Miscellaneous Revolving Fund	\$829	\$4,000	\$1200	\$1200

## HIGHLIGHTS

The general fund budget for the Land Use and Growth Management Department is \$3,015,699, an increase of \$55,161 or 1.9%. The budget incorporates the county employee compensation changes mentioned in the budget highlights including one new Fire Marshall position.

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## STAFFING

Land Use & Growth Management	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
Administration	7	7	8
Comprehensive Planning	4	4	4
Development Services	5	5	5
Zoning Administration	4	4	4
Permit Services	5	5	5
Inspections & Compliance	<u>6</u>	<u>6</u>	<u>6</u>
<b>Total Department – General Fund</b>	<b>31</b>	<b>31</b>	<b>32</b>
Boards and Commissions	6	6	6
Planning Commission	8	8	8

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

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## DESCRIPTION

The Department of Public Works & Transportation's (DPW&T's) mission is to serve the community of St. Mary's County by assuring its transportation, facilities management, development review, and solid waste and recycling programs are properly planned, implemented and maintained. The department is responsible for County Highways, Stormwater Management, Marine and Shoreline Protection, County-Owned Vehicles Maintenance, Development and Plan Review, Engineering Services and Capital Projects, STS Transit and Non-Public School Bus Transportation, Airport Operations, Constructions and Inspections, Solid Waste Disposal, Recycling Services, and Building Services.

Specific responsibilities for this department include performing highway maintenance activities on all County roads: snow and ice control, roadside debris removal, litter control, animal carcass disposal, street lighting, incident management, eviction assistance, grass cutting, tree trimming, pavement patching, drainage resolution, severe weather response, culvert replacement, bridge repair, shoulder maintenance, safety improvements, traffic/street name signage and pavement management; Transportation planning and design: roadway and bridge, shore erosion and dredging projects, marine / shoreline protection, GIS/ GPS mapping, land acquisition, facility/building capital construction, special taxing districts, post-construction audits, materials testing, utility coordination, quality control, guardrail replacement, maintenance paving, pavement markings, line-striping, contractor management, inspections, construction of new subdivision roads, site development, and administering capital projects. The Transportation Division includes the transit operations and bus driver training for the STS transit system, Job Access, ADA Transportation, and contracted non-public school transportation. The fleet management part consists of vehicle maintenance-acquisition for all county owned vehicles and replacement of all tagged vehicles and heavy construction equipment, titling and tags. In addition, that Division maintains the county vehicle fuel operations with two locations, monitoring fuel deliveries and submitting required state reports and taxes. This division also operates a central mailroom and delivery program for all of county government.

Other responsibilities include airport management and master planning for St. Mary's County Regional Airport, commuter air service development, airport compliance, security and safety, tie-down and lease management, business development and airspace protection. Services provided at the Airport include: hangar leasing, tie-down rental, flight school instructions, unmanned aircraft research and development, charter services, maintenance/repair services, Maryland State Police Medevac/MedStar operations; and assuring that private and public sector projects are completed in accordance with project design and specifications.

Solid Waste and Recycling programs include: providing post closure environmental monitoring, sampling, testing, record keeping, and remediation for two (2) closed sanitary landfills as outlined in state and federal regulations; sustaining the efficient operation of the St.



# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

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## DESCRIPTION (continued)

Andrews Landfill (six days/week) and the six (6) residential convenience centers (seven days/week) located throughout the County; and administrating recycling programs. Facilities management services include maintaining all of the County-owned and/or leased facilities while providing energy management, janitorial services, preventive maintenance, carpentry, electrical, plumbing, and painting repairs, and paying utility costs for all buildings maintained by or reimbursed to the County.

Miscellaneous responsibilities include: Provide assistance to the County's Planning Commission and Board of Appeals by providing technical assistance on a variety of issues; Review and approve designs and construction plans to assure compliance with the adopted Road Ordinance, Storm Water Management, Grading, Erosion & Sediment Control Ordinance and adequate public facilities requirements. Issue and enforce public works agreements and grading permits for new development projects.

## OPERATING BUDGET

<b>Public Works &amp; Transportation</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Administration	\$416,401	\$425,551	\$428,741	\$432,783
Engineering Services	846,387	1,104,281	1,089,456	1,131,111
Development Review	163,203	175,035	359,677	274,196
Construction & Inspections	886,546	783,786	928,397	925,133
County Highways	5,667,376	4,564,678	5,070,546	5,407,168
Mailroom	104,752	110,718	115,218	122,925
Vehicle Maintenance Shop	1,488,780	1,623,444	1,677,684	1,723,638
Non-Public School Bus Transportation	2,082,102	2,344,983	2,576,381	2,519,742
St. Mary's County Airport	21,623	126,544	148,019	148,212
St. Mary's Transit System (Grants)	3,251,029	3,168,530	3,377,091	3,377,122
Building Services	3,581,738	4,025,588	4,050,799	4,110,475
Building Services (Grants)	<u>3,132</u>	<u>150,000</u>	<u>170,550</u>	<u>170,550</u>
<b>Total Department – General Fund</b>	<b>\$18,513,069</b>	<b>\$18,603,138</b>	<b>19,992,559</b>	<b>20,343,055</b>
<b>Solid Waste &amp; Recycling Fund</b>	<b>\$4,056,335</b>	<b>\$4,694,832</b>	<b>\$5,027,687</b>	<b>\$5,118,741</b>
<b>Miscellaneous Revolving Fund</b>	<b>\$9,080</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

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## HIGHLIGHTS

The general fund budget for the Department of Public Works & Transportation is \$20,343,055, an increase of \$1,739,917 or 9.4%. The budgeted amount incorporates the county employee compensation changes mentioned in the budget highlights and includes the following nine (9) new full-time positions: (5) Janitor II positions; and (4) Equipment Operator II positions. This budget maintains contracted services for non-public school bus transportation. The County's share of the St. Mary's Transit System increased to a total county share of \$1,345,492. Route enhancements and increased frequency were added in Lexington Park and Great Mills Sunday STS routes. In addition the Department of Public Works & Transportation will be replacing aging trucks, buses and equipment including three dump trucks, a crane truck and pickup truck for the airport facility.

## STAFFING

<b>Public Works &amp; Transportation</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Administration	4	4	4
Engineering Services	9	9	9
Development Review	2	2	2
Construction & Inspections	6	6	6
County Highways	42	46	46
Mailroom	2	2	2
Vehicle Maintenance Shop	12	12	12
Non-Public School Bus Transportation	1	2	1
St. Mary's County Airport	1	1	1
St. Mary's Transit System (Grant)	20.5	20.5	20.5
Building Services/Courthouse Custodian	<u>23</u>	<u>28</u>	<u>28</u>
<b>Total Department – General Fund</b>	<b>122.5</b>	<b>132.5</b>	<b>131.5</b>
<b>Solid Waste &amp; Recycling Funds</b>	<b>14</b>	<b>14</b>	<b>14</b>

# DEPARTMENT OF RECREATION & PARKS

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## DESCRIPTION

The Department of Recreation and Parks is responsible for providing County citizens with a comprehensive program of leisure opportunities through services, activities, events, facilities and outdoor spaces. The Department also develops and maintains a park system, operates a golf course, manages two museums, and offers programs and services that address social issues and community problems. The Department is organized into the following divisions: Administration, Non-Profits - Recreation & Parks, Parks Maintenance & Operations, Museums, Recreation, and Golf Course.

The Administration Division provides general direction and guidance to the Recreation and Parks Department and serves as the staff liaison to three advisory boards. The Non-Profits - Recreation & Parks Divisional Categories are Historical, Cultural, and Community Events.

The Parks Division provides the grounds, turf and facility maintenance at parks, numerous school ball fields, public landings, libraries and county buildings and manages park scheduling and use operations.

The function of the Museum Division is to administer and operate the St. Clement's Island Museum, the Little Red Schoolhouse, the Piney Point Lighthouse Museum and Park and historic boat collection, and the Drayden African American Schoolhouse. The Museum Division is accredited through the American Alliance of Museums (AAM).

The Recreation Division is responsible for planning, implementing, supervising, and evaluating a broad range of recreational programs, services, and activities for county residents, utilizing both county facilities and public schools. Responsibilities currently include the supervision and management of the Gymnastics Center; the Leonard Hall, Margaret Brent, Hollywood and Carver Recreation Centers; Chancellor's Run Activity Center; a skate park; a water spray ground; and the Great Mills Swimming Pool. Recreational programs are self-supporting through the Recreation and Parks Enterprise Fund.

The Wicomico Shores Golf Course is a 145-acre recreational facility providing golfing, food service and banquet facilities. The golf and restaurant operations are self-supporting through the Wicomico Shores Golf Enterprise Fund.

# DEPARTMENT OF RECREATION & PARKS

## OPERATING BUDGET

Recreation & Parks	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Administration	\$1,133,028	\$1,202,087	\$1,202,087	\$1,236,102
Parks Maintenance	2,088,163	2,156,478	2,362,235	2,446,199
Non-Profits – Recreation & Parks	94,580	115,842	115,842	131,200
Grants	27,738	25,000	25,000	25,000
Museum	<u>483,458</u>	<u>561,720</u>	<u>570,720</u>	<u>608,725</u>
<b>Total Department – General Fund</b>	<b>\$3,826,967</b>	<b>\$4,061,127</b>	<b>\$4,275,884</b>	<b>\$4,447,226</b>
<b>Recreation Activity – Enterprise Fund</b>	<b>\$2,478,424</b>	<b>\$4,006,391</b>	<b>\$3,916,880</b>	<b>\$3,916,880</b>
<b>Wicomico Shores Golf</b>	<b>\$1,275,139</b>	<b>\$1,423,807</b>	<b>\$1,375,831</b>	<b>\$1,518,995</b>

## HIGHLIGHTS

The general fund budget for the Department of Recreation & Parks is \$4,447,226, an increase of \$386,099 or 9.5%. This budget includes the county employee compensation changes mentioned in the budget highlights. The FY2020 budget includes increases to several program fees. These fees have remained fixed for six years while operating costs continue to increase. Non-Profit Funding continues to be reflected in County Department's based on content area. The following was approved for Non-Profits having categories that fall within the Department of Recreation & Parks:

Agency	Category	Amount
7 <sup>th</sup> District Optimist Club	Community Event	\$12,000
Historic Sotterley, Inc.	Historical & Heritage	\$63,580
Historic St. Mary's City Foundation	Historical & Heritage	\$30,000
SMC River Concert Series	CommEvent/Cultural Activities	\$5,000
St. Mary's County Arts Council	Community Event	\$5,000
St. Mary's Historical Society	Historical & Heritage	\$10,000
Summerseat Farm, Inc.	Community Event	<u>\$5,620</u>
	<b>Total</b>	<b>\$131,200</b>

# DEPARTMENT OF RECREATION & PARKS

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## STAFFING

<b>Recreation &amp; Parks</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Administration	13	13	13
Parks Maintenance	16	16	16
Museum	<u>5</u>	<u>5</u>	<u>5</u>
<b>Total Department – General Fund</b>	<b>34</b>	<b>34</b>	<b>34</b>
<b>Wicomico Shores Golf</b>	<b>6</b>	<b>6</b>	<b>6</b>

# DEPARTMENT OF EMERGENCY SERVICES

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## DESCRIPTION

St. Mary's County Department of Emergency Services is comprised of three divisions: Emergency 9-1-1 Communications, Emergency Management and Training Coordinator. There are also two specialty units.

- Emergency 9-1-1 Communications:
  - a) 911 Call Taking/ Computer Aided Dispatch
  - b) 911 support of Fire/Rescue/Sheriff's Office response
  - c) All Communications Specialists assigned to the division
  
- Emergency Management
  - a. Animal Control Services
  - b. Animal Wardens assigned to this division
  - c. Technical Services – CAD programming, Pager operations and other duties as needed. The Technical Services Coordinator is assigned to this division
  - d. Coordinates the activities of the Emergency Medical Services Coordinator
  - e. Emergency Management-coordination of all emergency services and disaster response activities in St. Mary's County
  - f. Ensuring Emergency Management responses are in compliance with all Federal, State, and local laws, regulations and policies
  - g. Oversees the activities of the Hazard Materials Response Team in cooperation with the Fireboard Association
  
- Training Division
  - a) Coordinates all training and certification for Department of Emergency Services
  - b) Coordinates all Quality Assurance Activities
  - c) Coordinates Community Outreach
  
- Specialty units:
  - a) Radio Technical Services - Works with our radio vendor to ensure system functionality; Performs maintenance and repairs on system radios, installs radios in county vehicles and first responder vehicles
  - b) Accreditation – We have enrolled in the Commission for Law Enforcement Accreditation – Public Safety Communications Accreditation Certification Program and the National Academy of Emergency Dispatch, Accreditation Certification Programs. This specialty unit is responsible for coordinating these programs.

# DEPARTMENT OF EMERGENCY SERVICES

(Continue)

## OPERATING BUDGET

Emergency Services	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Emergency Communications Center	\$2,650,483	\$2,991,259	\$3,441,345	\$3,529,958
Emergency Radio Tech Services	1,254,037	1,258,292	1,398,706	1,404,754
Emergency Management	306,196	357,574	793,644	613,035
Animal Control	740,066	795,287	1,034,757	1,032,500
Grants	<u>379,972</u>	<u>727,227</u>	<u>990,996</u>	<u>990,996</u>
<b>Total Department – General Fund</b>	<b>\$5,330,754</b>	<b>\$6,129,639</b>	<b>\$7,659,448</b>	<b>7,571,243</b>
<b>Emergency Services Support Fund</b>	<b>\$3,118,964</b>	<b>\$3,545,549</b>	<b>\$3,570,382</b>	<b>\$3,770,288</b>

## HIGHLIGHTS

The general fund budget for the Department of Emergency Services is \$7,571,243, an increase of \$1,441,604 or 23.5%. This budget incorporates the county employee compensation changes mentioned in the budget highlights; three new full-time positions – EMS Operational Manager, Accreditation Manager, and Administrative Coordinator and one new RPT position – Radio Frequency Technician. The budget also includes increases in overtime, supplies, training, membership costs, and new/upgrade software costs (Power DMS, Adore Training Officer software, Dispatcher Scheduling software, and Criti-call Testing software) and lease costs for two replacement vehicles. Increases to the communications costs are required due to the installation of a new system (current Vendor is exiting the 9-1-1 phone service market), and ES will run parallel 9-1-1 phone systems during the transformation. Non-recurring items are replacement of hazmat meters, and new radio repair diagnostic equipment.

The Emergency Services Support Fund includes the continuation of the Emergency Services Support Tax to provide for costs related to the Length of Service Awards Program (LOSAP) for current retirees and trust and other Fire and Rescue related costs and programs.

## STAFFING

Emergency Services	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
Emergency Communications Center	33.5	36.5	34.5
Emergency Radio Tech Services	2	3	2.75
Emergency Management	3	6.5	4.5
Animal Control	<u>5</u>	<u>5.5</u>	<u>5.5</u>
<b>Total Department</b>	<b>43.5</b>	<b>51.5</b>	<b>47.25</b>

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# **ELECTED OFFICIALS**

- **Program Descriptions**
- **Highlights**



# CIRCUIT COURT

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## DESCRIPTION

The Circuit Court for St. Mary's County is a court of general trial jurisdiction established pursuant to Article IV of the Maryland Constitution. The objective of the Court, as stated in the Plan of Action, is to provide a fair and impartial forum for the resolution of disputes falling within its jurisdiction. The Court manages its case load through a Differentiated Case Management Plan, which establishes time standards for the resolution of cases. The Circuit Court has full common-law power and jurisdiction in civil cases involving over thirty thousand dollars, and in criminal matters in misdemeanor crimes that the Defendant requests a jury trial or cases originally charged as felonies. The Court exercises concurrent jurisdiction with the District Court in civil and equity cases if the amount in controversy exceeds five thousand dollars and is less than thirty thousand dollars, in criminal cases in certain statutorily defined circumstances, and in certain family law proceedings such as domestic violence. The Court exercises appellate review of District Court cases and certain County administrative decisions. All juvenile matters fall within the Court's jurisdiction. The Court also is responsible for grand and petit juries.

The Circuit Court has two successful drug court programs, one for juveniles and one for adults, which offers intensive treatment, counseling, and drug testing as an alternative to incarceration for certain non-violent juveniles and adults with substance-abuse issues, as well as a Family Recovery Court. The court's drug court programs and Family Recovery Court are funded by federal/state grants and matching funds from our county.

## OPERATING BUDGET

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<b>Circuit Court</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Administration	\$937,646	\$1,021,216	\$1,090,634	\$1,135,521
Law Library	50,312	69,950	50,600	50,600
Grants	<u>654,790</u>	<u>759,632</u>	<u>736,296</u>	<u>736,296</u>
<b>Total - Circuit Court</b>	<b>\$1,642,748</b>	<b>\$1,850,798</b>	<b>\$1,877,530</b>	<b>\$1,922,417</b>

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# CIRCUIT COURT

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## HIGHLIGHTS

- The budget for the Circuit Court is \$1,922,417, an increase of \$71,619 or 3.9%. This budget includes the county employee compensation changes mentioned in the budget highlights as well as an increase in grant funding. Included in this budget is funding for refresh mixers/AV equipment in four courtrooms and wireless microphones, and a new hourly position in Case Management.

## STAFFING

<b>Circuit Court</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Administration	8.90	8.90	8.90
Grants	<u>4.10</u>	<u>4.10</u>	<u>4.10</u>
<b>Total - Circuit Court</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>
<b>Bailiffs / Chief Bailiff</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

# ORPHAN'S COURT

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## DESCRIPTION

The Orphan's Court consists of three judges elected to serve concurrent four-year terms. The Court is responsible for hearing matters involving decedents' estates which are probated judicially, approves administration accounts and awards of personal representatives' commissions and attorneys' fees in all estates, has concurrent jurisdiction with the Circuit Court in the guardianship of minors and their property, and handles the validity of wills and transfer of property in which legal questions and disputes occur.

## OPERATING BUDGET

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Orphan's Court	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Total - Orphan's Court	\$55,978	\$64,394	\$58,212	\$59,379

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## HIGHLIGHTS

The budget for the Orphan's Court is \$59,379, a decrease of \$5,015 or 7.8%. This decrease is primarily attributed to removal of non-recurring items in FY2019.

## STAFFING

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Orphan's Court	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
Total - Orphan's Court - Judges	3	3	3

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# OFFICE OF THE SHERIFF

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## DESCRIPTION

The Sheriff's Office budget is divided into five (5) sections; Law, Corrections, Court Security, Training, and K9. The budget authorized by the Commissioners of St. Mary's County enables the Sheriff's Office to provide services to the Citizens of the County, adhere to legal mandates, and work toward our mission to safeguard the lives and property of the people we serve, to reduce the incidence and fear of crime, and to enhance public safety while working with the diverse communities to improve their quality of life. Our mandate is to do so with honor and integrity, while at all times conducting ourselves with the highest ethical standards to maintain public confidence.

The St. Mary's County Sheriff's Office is organized into six divisions: Administration, Criminal Investigations, Patrol, Narcotics, Special Operations and Corrections. Major functions of the Office of the Sheriff include: investigation of all incidents, crimes and complaints, which includes keeping victims informed of investigation status; expanded drug enforcement efforts directed against high level drug dealers and street level sellers; public awareness and educational programs that focus on the harmful effects of drugs and alcohol abuse; enhanced crime prevention programs that utilize grants to provide high visibility police patrols in high crime areas of the County; neighborhood crime watch programs in which citizens participate; home and commercial security surveys; service of criminal and civil process; security for the Courthouse and Circuit Courts; traffic safety/enforcement and accident reconstruction; safe and secure schools; and management of the St. Mary's County Adult Detention and Rehabilitation Center.

The Corrections Division is responsible for the overall management of the St. Mary's County Adult Detention and Rehabilitation Center (SMCDRC). For the most recent calendar year, the average daily population of the St. Mary's County Adult Detention and Rehabilitation Center ranged from 191 to 257 inmates. Additionally, the Corrections Division administers the Pre-Trial Supervision Program which monitors offenders in the community awaiting trial with an average monthly population ranging from 44 to 53. In addition to the Pre-Trial Services Program, the SMCDRC offers programs to assist with successful Offender Re-Entry including but not limited to Work Release, Work Incentive, Community Work Teams, Mental Health, Substance Abuse, Educational (IEP, GED and College Level), Domestic Violence, Computer Training, Smoking Cessation, Medicated Assisted Treatment, Anger Management, Basic Parenting Skills, Transition Groups, Medicaid, Family Reading Program, and so on.

The Training portion of the budget ensures all mandatory training and qualifications are met and or exceeded for sworn, correctional officers, and civilian employees. It also supports specialized training of personnel ensuring their professional effectiveness and performance in support of our core values. This budget allocation provides funding for required firearms qualifications as well as the qualifications on less lethal devices and systems. This allocation also

# OFFICE OF THE SHERIFF

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## DESCRIPTION (continued)

provides for St. Mary's County's share of the funds needed to operate the Southern Maryland Criminal Justice Academy.

The Canine Unit responds to and assists with all major functions and responsibilities of the Sheriff's Office, including but not limited to; crime prevention through high visibility patrol, burglaries (burglar alarms), building searches, article searches, rescue situations (lost/missing persons), drug scans, and bomb threats (searches). The budget allocation ensures K9 health and wellness, housing, and Specialized K9 equipment.

## OPERATING BUDGET

Sheriff's Office	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Law Enforcement	\$22,841,768	\$25,592,844	\$27,228,568	\$29,030,996
Corrections	10,588,389	12,593,203	13,661,786	13,544,784
Training	255,396	413,389	434,877	428,877
Canine	58,324	38,800	33,400	33,400
Court Security	830,088	872,402	872,402	929,057
Grants	<u>674,801</u>	<u>933,292</u>	<u>1,049,091</u>	<u>977,855</u>
<b>Total - Sheriff – General Fund</b>	<b>\$35,248,766</b>	<b>\$40,443,930</b>	<b>\$43,280,124</b>	<b>\$44,944,969</b>
<b>Miscellaneous Revolving Fund</b>	<b>\$21,850</b>	<b>\$329,500</b>	<b>\$304,500</b>	<b>\$304,500</b>

## HIGHLIGHTS

The general fund budget for the Office of the Sheriff is \$44,944,969, an increase of \$4,501,039 or 11.1% more than the prior year, including grant funding. In addition to incorporating the county employee compensation changes mentioned in the budget highlights, the Sheriff's budget includes:

- 16 positions approved for the Sheriff's Office along with 22 promotional ranks, primarily for CIP operating impacts for the Adult Detention Center and Sheriff District 4 Office.
- Nine (9) Replacement Vehicles; to be Exempt Financed over five years
- Non-recurring equipment to include Avon Air Purifying Respirator, equipment for deputies added in FY2019, and Body Cameras.
- Increased funding for medical contract costs and monitoring services for the Adult Detention Center.

# OFFICE OF THE SHERIFF

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## STAFFING

<b>Sheriff's Office</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Sheriff	1	1	1
Law Enforcement			
Civilians	52	60	60
Sworn	140	140	140
Corrections			
Civilians	18	20	20
Sworn	84	90	90
Court Security	12	12	12
Grants			
Civilians	1	1	1
Sworn	<u>3</u>	<u>3</u>	<u>3</u>
<b>Total - Sheriff - General Fund</b>	<b>311</b>	<b>327</b>	<b>327</b>

# OFFICE OF THE STATE'S ATTORNEY

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## DESCRIPTION

The State's Attorney for each county and the City of Baltimore is empowered by the Constitution of Maryland and the Annotated Code of Maryland, to prosecute and defend, on the part of the State, all cases in which the State may be interested. State's Attorney, in the county in which he or she services, is considered to be the highest law enforcement officer of that jurisdiction. The State's Attorney is vested with the discretion to prosecute all criminal cases charged in both the District and Circuit Court of this county, as well as any juvenile proceeding charged in the Circuit Court. In addition, the State's Attorney serves as legal advisor to the Grand Jury, and attends all Grand Jury sessions. In an advisory capacity the State's Attorney assists all police agencies in criminal investigatory matters, as well as conducts its own criminal investigations when determined by the State's Attorney to be appropriate. The Office of State's Attorney maintains a Child Support Division that is responsible for establishing paternity and child support orders as well as representing custodial parents and the Bureau of Child Support Enforcement in contempt proceedings. In addition, this office administers the community service and bad check program that diverts minor offenders from the criminal justice system. The Office of State's Attorney is one of the leading participants in Project Graduation and the Adult and Juvenile Drug courts, all established for the purposes of keeping our youth away from the detrimental impact of alcohol and drugs. The Office of State's Attorney, several years ago, established a Domestic Violence Division, staffed with an attorney, a coordinator and an investigator. This division has been charged with the responsibility of working closely with other agencies and the victim/witness coordinators to assure that the victims of domestic violence have all the necessary support to end the cycle of violence associated with domestic violence. In addition, the Office of States Attorney collects restitution in many criminal proceedings to assure that victims are compensated for losses caused by criminal acts.

## OPERATING BUDGET

<b>State's Attorney's Office</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Judicial	\$2,808,777	\$2,943,401	\$2,919,200	\$3,310,559
Grants	<u>622,811</u>	<u>705,735</u>	<u>802,739</u>	<u>802,739</u>
<b>Total - General Fund</b>	<b>\$3,431,588</b>	<b>\$3,649,136</b>	<b>\$3,721,939</b>	<b>\$4,113,298</b>
<b>Miscellaneous Revolving Fund</b>	<b>\$59,726</b>	<b>\$149,993</b>	<b>\$158,043</b>	<b>\$161,825</b>

# OFFICE OF THE STATE'S ATTORNEY

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## HIGHLIGHTS

The general fund budget for the Office of the State's Attorney is \$4,113,298, an increase of \$464,162 or 12.7% more than the prior year, including grant funding. This increase includes the county employee compensation changes mentioned in the budget highlights and additional non-recurring funds to purchase office equipment.

## STAFFING

<b>State's Attorney's Office</b>	<b>FY2019 Adjusted</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Judicial	31.2	31.2	31.2
Grants	<u>7.8</u>	<u>7.8</u>	<u>7.8</u>
<b>Total Office of the State's Attorney</b>	<b>39</b>	<b>39</b>	<b>39</b>
<b>Miscellaneous Revolving Fund</b>	<b>1</b>	<b>1</b>	<b>1</b>



# OFFICE OF THE COUNTY TREASURER

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## DESCRIPTION

The primary function of the Treasurer's Office is the billing and collection of real and personal property taxes for the State and County. Related responsibilities include the billing and collection of erosion, road, agricultural, and other miscellaneous special taxes, penalties and interest; verification and inspection of records and stamping of real property deeds for tax clearance prior to recordation; intake and processing of qualified senior tax credit applicants, and the adjustment of tax accounts for credits to both real estate and personal property accounts; completion and submission of bankruptcy documentation on real property accounts to the bankruptcy court; conducting the annual tax sale; the billing, collection, and remittance of the Fire and Rescue District Tax to the Volunteer Fire Departments and Rescue Squads in St. Mary's County. Other duties include the issuance of motor vehicle registration renewals, liquor licenses and verification of business licenses. The Treasurer's Office is responsible for the preparation, dissemination, and maintenance of all relevant financial reports to local and state authorities.

## OPERATING BUDGET

Treasurer	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Administration	\$449,837	\$485,617	\$486,887	\$497,393
<b>Total - Treasurer</b>	<b>\$449,837</b>	<b>\$485,617</b>	<b>\$486,887</b>	<b>\$497,393</b>

## HIGHLIGHTS

The budget for the Office of the County Treasurer is \$497,393, an increase of \$11,776 or 2.4%. This budget incorporates the county employee compensation changes mentioned in the budget highlights.

## STAFFING

Treasurer	FY2019 Adjusted	FY2019 Request	FY2019 Recommended
<b>Total - Treasurer</b>	<b>5</b>	<b>5</b>	<b>5</b>

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# **STATE AGENCIES / INDEPENDENT BOARDS**

- **Program Descriptions**
- **Highlights**

# DEPARTMENT OF HEALTH

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## DESCRIPTION

The St. Mary's County Health Department (SMCHD) provides critical public health services to the whole community, in accordance with federal, state, and local policy and the needs of county residents. Funding for these services is via a combination of state core funding, local county funding, grants, and fee collections. With significant decreases in state core funding and fees-for services being far below the actual costs of those services, SMCHD relies heavily on local county funding to continue working to protect and promote the health of county residents. County funding contributes to the costs of administration, as well as school health, behavioral health, chronic disease prevention, infectious disease and emergency preparedness, environmental health, and mosquito control / gypsy moth.

## OPERATING BUDGET

<b>Department of Health</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
Operating Allocation	\$2,180,979	\$2,207,979	\$2,403,008	\$2,395,395
Personal Services	16,151	16,197	16,197	16,238
Mosquito Control / Gypsy Moth	<u>56,100</u>	<u>59,500</u>	<u>59,500</u>	<u>59,500</u>
<b>Total – Department of Health</b>	<b>\$2,253,230</b>	<b>\$2,283,676</b>	<b>\$2,478,705</b>	<b>\$2,471,133</b>

## HIGHLIGHTS

The allocation to the Department of Health is \$2,471,133, which is \$187,457 or 8.2% more than the prior year. The County exceeds State mandated funding of \$600,380 by \$1,795,015. This budget also includes \$10,000 to enhance the county's network of monitoring well system.

# DEPARTMENT OF SOCIAL SERVICES

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## DESCRIPTION

The Department of Social Services is a state agency which provides a broad range of programs and services from public assistance to child welfare. Funding for these programs and services is via a combination of federal, state and local county funding, and grants. County funding contributes to the costs of the Child Support Enforcement, Adult Foster Care, Foster Care Aide, Legal Services, and Burial Services Programs. The primary function of the Child Support Enforcement IV-D program is to enforce the support obligations owed by non-custodial parents to their children and spouse (or former spouse) with whom such children are living. The function of the Adult Foster Care Program is to delay or eliminate the need for institutionalizing disabled and/or elderly adults. The Foster Care Aide Program provides temporary continuous 24-hour care and supportive services for a child whom the local department and the Court have determined shall live outside the home; provides services to families of children in foster care; and facilitates the achievement of a permanent family situation through adoption for a child who is unable to return home. The Legal Services Program provides a paralegal to support the in-house legal representation for the Department of Social Services. The Burial Services Program assures that burial funding is provided for all the indigent citizens of St. Mary's County who are deceased and without the resources to contribute toward the cost of their funeral.

## OPERATING BUDGET

Social Services	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>Total - Social Services</b>	<b>\$430,258</b>	<b>\$451,237</b>	<b>\$457,814</b>	<b>\$461,633</b>

## HIGHLIGHTS

The local portion of the Social Services budget is \$461,633 (including the grant), which is an increase of \$10,396 or 2.3% more than the prior year. The increase is primarily attributed to grant and non-grant compensation changes on the County's payroll and the Child Support Enforcement position, and indirect administrative costs.

## STAFFING

Social Services	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
<b>Total - Social Services</b>	<b>2</b>	<b>2</b>	<b>2</b>

# ALCOHOL BEVERAGE BOARD

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## DESCRIPTION

The Alcohol Beverage Board of St. Mary's County consists of five members appointed by the Governor. The Board is given full power and authority by the Alcoholic Beverages Article of the Annotated Code of Maryland to adopt such reasonable rules and regulations as deemed necessary to enable it to effectively discharge the duties imposed by the Article. The Board is responsible for administering and controlling the issuance of alcoholic beverage licenses to businesses and non-profit organizations in St. Mary's County and enforcing all laws relating to the sale and service of alcoholic beverages at those licensed establishments. The Board provides and promotes training in responsible alcohol service to ensure that all businesses are compliant with both State and County laws and regulations for the well-being of all businesses and the community at large.

## OPERATING BUDGET

Alcohol Beverage Board	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>Total - Alcohol Beverage Board</b>	<b>\$198,945</b>	<b>\$329,772</b>	<b>\$329,772</b>	<b>\$355,343</b>

## HIGHLIGHTS

The budget for the Alcohol Beverage Board is \$355,343 which is a net increase of \$25,571 or 7.8%. This increase is attributed to increased compensation costs for employees and the Alcohol Enforcement Officer.

## STAFFING

Alcohol Beverage Board	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
<b>Alcohol Beverage Board - Staff</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>
<b>Alcohol Beverage Board - Chairman &amp; Members</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

# BOARD OF ELECTIONS

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## DESCRIPTION

The Board of Elections operates under State election laws, receiving direction from the State Administrative Board of Election Laws. Responsibilities include supervision of elections, registering eligible voters, and receiving applications for candidates filing for elected office in St. Mary's County.

## OPERATING BUDGET

Board of Elections	FY2019 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>Total - Board of Elections</b>	<b>\$906,617</b>	<b>\$1,112,625</b>	<b>\$1,190,425</b>	<b>\$1,189,428</b>

## HIGHLIGHTS

The budget for the Board of Elections is \$1,189,428, which is an increase of \$76,803 or 6.9%. This increase is attributed to increase in costs for the preparation of the upcoming 2020 Elections - additional Election Judges are required with pay increases, new poll books, and leasing of new voting equipment. Includes increased compensation for State employees.

## STAFFING

Board of Elections	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
<b>Total-Board of Elections Members</b>	<b>3</b>	<b>3</b>	<b>3</b>

# UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

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## DESCRIPTION

The University Of Maryland Extension (UME) is a statewide, informal education system within the College of Agriculture and Natural Resources, University of Maryland at College Park and the University of Maryland Eastern Shore. It provides research-backed unbiased information, together with educational opportunities, developed by the University of Maryland System and other institutes of higher education to all adults and youth. Funding for this office is shared by Federal, State and Local governments, thus making this service a cooperative effort. All UME programs are developed and presented to implement the following initiatives: agriculture profitability; natural resource issues; improving diet, nutrition and health; building and developing human capital; increasing family economic stability; commercial horticulture and pest management; and aquaculture and marine resources.

## OPERATING BUDGET

Extension – St. Mary’s	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>Total - Extension St. Mary’s</b>	<b>\$225,971</b>	<b>\$257,400</b>	<b>\$264,061</b>	<b>\$264,061</b>

## HIGHLIGHTS

The local budget for the University Of Maryland Extension (UME) is \$264,061, which is an increase of \$6,661 or 2.6%. This increase incorporates compensation and travel/training costs, and the purchase of one laptop computer.

# ETHICS COMMISSION

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## DESCRIPTION

There is a five member St. Mary's County Ethics Commission appointed by the Commissioners of St. Mary's County in accordance with the County Public Ethics Ordinance. The Commission is the advisory body responsible for interpreting the Ordinance and advising persons subject to its application. The Commission hears and decides complaints; is the custodial of all statements, registrations, reports, and complaints; and conducts information and education programs.

## OPERATING BUDGET

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<b>Ethics Commission</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
<b>Total - Ethics Commission</b>	<b>\$691</b>	<b>\$833</b>	<b>\$833</b>	<b>\$833</b>

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## HIGHLIGHTS

The budget of \$833 is consistent with the funding level from prior year.



# FOREST CONSERVATION BOARD

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## DESCRIPTION

The St. Mary's County Forest Conservation Board promotes the stewardship, conservation, management and wise use of Maryland's forest resources, both urban and rural. Most of this promotion is done through educational programs such as the Natural Resources Careers Camp (NRCC) and community and civic tree planting. The Board has no paid employees, but exists on all volunteer participants.

## OPERATING BUDGET

<b>Forest Conservation</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
<b>Total - Forest Conservation</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>

## HIGHLIGHTS

The budget of \$2,500 is consistent with the funding level from prior year. This funding continues to help support Arbor Day activities, student tuition costs for the MD Department of Natural Resources-Natural Resource Conservation Camp (NRCC), and refurbishing of the School Forests.

# SOIL CONSERVATION DISTRICT

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## DESCRIPTION

The Soil Conservation District functions to promote the wise and efficient use of the County's soils and water resources. This is accomplished through a cooperative relationship between the county, state and federal governments. Through soil conservation and water quality planning, nutrient management planning and the implementation of best management practices, the agriculture community is actively working towards reaching the reduction of nitrogen and phosphorous loads to the Chesapeake Bay. The District also has a non-agriculture program which includes urban sediment control plans review, pond designs, and forest harvest sediment control plans.

## OPERATING BUDGET

<b>Soil Conservation District</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
<b>Total -Soil Conservation District</b>	<b>\$72,879</b>	<b>\$77,063</b>	<b>\$105,063</b>	<b>\$77,063</b>

## HIGHLIGHTS

The County will fund \$77,063 which is consistent with the funding level from prior year. This funding will assist in covering the District Manager's compensation.

# SOUTHERN MARYLAND RESOURCE CONSERVATION AND DEVELOPMENT (RC&D)

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## DESCRIPTION

Southern Maryland Resource Conservation and Development (RC&D) Board, Inc. is a resource conservation and development organization which serves Anne Arundel, Calvert, Charles, and St. Mary's Counties. Working with diverse project partners, Southern Maryland RC&D brings together technical disciplines and local knowledge to help our communities address important, emerging conservation and quality of life concerns. The RC&D Board works closely with project partners to identify, develop, fund, and implement a wide array of projects ranging from support for environmental education at schools to administering local, state, and federal funding programs to place conservation easements on precious farmland in our community to large-scale environmental conservation projects with the Navy on their installations.

## OPERATING BUDGET

RC&D	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>Total - RC&amp;D</b>	<b>\$13,300</b>	<b>\$13,300</b>	<b>\$15,300</b>	<b>\$13,300</b>

## HIGHLIGHTS

The County will fund \$13,300 which is consistent with the funding level from prior year. This funding is designated to partially finance salary and benefit costs for a full-time Office Associate and to fund office administration costs. Grants provide most of the funding used by the RC&D, to support environmental education, conservation, development, and community outreach programs.

# SOUTHERN MARYLAND TRI-COUNTY COMMUNITY ACTION COMMITTEE, INC.

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## DESCRIPTION

The Southern Maryland Tri-County Community Action Committee, Inc. (SMTCCAC) is governed by a volunteer board of directors. The board has equal representation from consumers of SMTCCAC services, representatives of local elected officials, and the private sector. This agency is committed to addressing the problems associated with poverty in Calvert, Charles, and St. Mary's Counties. Services provided are focused on assisting people to live successful, independent lives. This contributes to the improvement of the entire community. By addressing the needs of people with limited resources and creating opportunities for them to enter the economic mainstream. Program activities administered by the agency include Commercial Driver's License Training, Child and Family Services, Adult Day Care, Energy Assistance, Comprehensive Housing Counseling Services, The Emergency Food Assistance Program (TEFAP), Rental Management and the Senior Companion Program.

## OPERATING BUDGET

<b>Tri-County Community Action Committee- TCCAC</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
<b>Total - TCCAC</b>	<b>\$16,000</b>	<b>\$16,000</b>	<b>\$16,000</b>	<b>\$16,000</b>

## HIGHLIGHTS

The County will fund \$16,000 which is consistent with the funding level from prior year.

# TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND

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## DESCRIPTION

The Tri-County Council for Southern Maryland is a partnership of Federal, State and local governments, established over fifty years ago as the regional development and planning organization for Southern Maryland – Calvert, Charles and St. Mary’s Counties. The Council serves as a forum for the discussion and resolution of region-wide issues and the attainment of regional goals. The Tri-County Council selects, advocates, and advances activities which best serve the interests of all the people of Southern Maryland. These activities shall promote the social and economic development of the region, environmental protection, and include research, information management, and the preparation of a regional plan. All of the activities of the Council are designed to assist Federal, State, and County governments in better performing their respective duties.

## OPERATING BUDGET

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Tri-County Council	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>Total - Tri-County Council</b>	<b>\$94,200</b>	<b>\$94,200</b>	<b>\$135,000</b>	<b>\$135,000</b>

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## HIGHLIGHTS

The County will fund \$135,000, which is an increase of \$40,800 or 43.3% for proposed legislation for the three Southern Maryland Counties, to assist with funding three new positions.

# TRI-COUNTY YOUTH SERVICES BUREAU

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The Tri-County Youth Services Bureau, Inc. (TCYSB) is a community-based, non-residential organization serving the children, youth, and families of Calvert, Charles and St. Mary's counties. Services are focused on the prevention of delinquency, abuse, violence, substance abuse, suicide, and other devastating outcomes for youth and their families. The mission is to provide a respectful and compassionate atmosphere for youth and their families in Southern Maryland to learn through educational and counseling services how to communicate more creatively and how to effectively understand and promote the values that are unique to each family.

## OPERATING BUDGET

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Youth Services Bureau	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>Total – Youth Services Bureau</b>	<b>\$143,600</b>	<b>\$143,600</b>	<b>\$143,600</b>	<b>\$143,600</b>

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## HIGHLIGHTS

The County will fund \$143,600, which includes \$33,600 to continue funding the youth employment initiative by implementing the Ready4Life-SOMD program in St. Mary's County.

# STATE DEPARTMENT OF ASSESSMENTS & TAXATION (SDAT)

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## DESCRIPTION

The State Department of Assessments and Taxation provides an unbiased review of all real property values in Maryland on a triennial cycle. The department reviews approximately 16,000 properties each year in St. Mary's County and submits the results to the County Treasurers office each year for tax billing purposes.

## OPERATING BUDGET

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SDAT	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Total - SDAT	\$456,811	\$439,394	\$439,394	\$439,394

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## HIGHLIGHTS

This budget includes \$439,394 to be funded by the County for the State Department of Assessments and Taxation's local office, per current legislation at 50 percent.

# **SOUTHERN MARYLAND HIGHER EDUCATION CTR.**

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## **DESCRIPTION**

The principal function of Southern Maryland Higher Education Center (SMHEC) is to recruit and present complete doctorate, graduate and upper division degrees, certificate programs and education certification programs to the citizens of Southern Maryland. The objective is to provide a broad range of academic programs responsive to the region's workforce needs of Southern Maryland that includes not only Patuxent River Naval Air Station and its military, civil servants and supporting contractors, but also those in education, social services, nursing and law enforcement.

Since its' inception, a variety of graduate programs in professional fields have been made available to the citizens of St. Mary's County and Southern Maryland by SMHEC. This resource has expanded opportunities for professional growth to the citizens of St. Mary's County and Southern Maryland without the need to travel great distances. With SMHEC's university and college partners, SMHEC offers academic programs in these fields of study: Engineering and Technology, Education, Business, Social Work, Nursing, and Criminal Justice.

## **OPERATING BUDGET**

<b>Higher Education Center</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
<b>Total – Higher Education Center</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>

## **HIGHLIGHTS**

The County continues to fund \$40,000 annually, which is consistent with the funding level from prior year.



# BOARD OF EDUCATION

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## DESCRIPTION

The Education Article of the Annotated Code of Maryland governs the conduct of public education in the State. The law provides that there shall be, throughout the State of Maryland, a general system of free public schools. A State Department of Education is established as a principal department of the State government. The State Board of Education determines overall elementary and secondary educational policies of the State. The law further provides that there is a county board of education for each county school system and that educational matters that affect the counties shall be under the control of the county board. The St. Mary's County Board of Education consists of five voting members and one student member. The Annotated Code of Maryland also requires that each county board prepare an annual budget for submission to the county fiscal authorities according to major budget categories.

## OPERATING BUDGET

<b>Board of Education</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
BOE - Recurring	\$102,189,940	\$103,852,525	\$110,637,057	\$108,301,125
BOE - Non-Recurring	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total County Funding - BOE</b>	<b>\$102,189,940</b>	<b>\$103,852,525</b>	<b>\$110,637,057</b>	<b>\$108,301,125</b>

## HIGHLIGHTS

The County's funding for the Board of Education (BOE) is budgeted at \$108,301,125, an increase of \$4,448,600 or 4.3% in recurring funding, over the prior year. State-mandated Maintenance of Effort (MOE) requires county funding of \$103,156,261 based on the MSDE Official Enrollment of 17,039.75 at September 30, 2018. County funding is towards the Board of Education's negotiated agreements for merit and health insurance.

When combined with the State/Federal/Other funding \$113,907,941 and \$34,870 of the Board of Educations' Fund Balance, the total budget is \$222,243,936.

The Board of Education's budget also includes a revolving fund of \$7,853,740 for food services and a Restricted Fund of \$22,161,838, for Grants. The Capital Projects are presented separately and projects for Public Schools in FY2020 total \$15,843,562, including \$8,280,000 funded by the County.

# BOARD OF EDUCATION

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## STAFFING

<b>Board of Education</b>	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Request</b>	<b>FY2020 Recommended</b>
<b>Unrestricted</b>	1,980.25	1,991.12	2009.37	1982.37
<b>Restricted</b>	127.62	135.23	155.23	155.23
<b>Food Service</b>	<u>155.90</u>	<u>155.90</u>	<u>155.90</u>	<u>155.90</u>
<b>Board of Education</b>	<b>2,263.77</b>	<b>2,282.25</b>	<b>2,320.50</b>	<b>2,293.50</b>

Note: Includes Chesapeake Public Charter School

# COLLEGE OF SOUTHERN MARYLAND

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## DESCRIPTION

The College of Southern Maryland (CSM) is an open-admission, comprehensive regional community college that fosters academic excellence and enhances lives in Southern Maryland. CSM’s mission is to meet the diverse needs of students and the community by providing accessible, accredited, affordable, and quality learning opportunities for intellectual development, career enhancement, and personal growth. The College of Southern Maryland operates four campuses in the tri-county area with locations in Charles County, Calvert County, and St. Mary’s County. The Leonardtown Campus is situated in St. Mary’s County and provides comprehensive community college services to county residents. The college offers high quality transfer and occupational programs. Continuing education courses are offered for specialized training and for enrichment. The college supports and encourages economic development and community services. The college’s primary purpose is instruction. Services, cultural and research activities are developed to the degree that they enhance and complement the instructional program or meet a specific community need. The college’s open-door admissions policy encourages those who can benefit to participate in programs and activities.

## OPERATING BUDGET

College of Southern Maryland	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
<b>County Funding</b>	<b>\$4,207,365</b>	<b>\$4,326,961</b>	<b>\$4,767,300</b>	<b>\$4,767,300</b>
Tuition/Fees	5,198,580	6,538,048	6,221,512	6,221,512
State, Federal, Other Revenue	<u>3,696,907</u>	<u>4,137,150</u>	<u>4,338,770</u>	<u>4,338,770</u>
<b>Total – CSM Revenues- All Sources</b>	<b>13,102,852</b>	<b>\$15,002,159</b>	<b>\$15,327,582</b>	<b>\$15,327,582</b>

## HIGHLIGHTS

The total budget for the College of Southern Maryland (CSM), Leonardtown Campus is increasing from \$15,002,159 to \$15,327,582 or \$325,423 more than the prior year. County funding is at \$4,767,300, which is an increase of \$440,339 or 10%. Increased funding is for upgraded technology and supplies for the Leonardtown Campus.

# BOARD OF LIBRARY TRUSTEES

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## DESCRIPTION

The St. Mary's County Library provides public library services seven days a week to all County citizens. Branch libraries are located in the three major population centers - Lexington Park, Leonardtown, and Charlotte Hall. The Leonardtown library houses the administrative office. The libraries currently consist of approximately 56,000 square feet of floor space and have the capacity to hold over 265,000 items. The library also offers over 450,000 digital titles: e-books and magazines, digital audiobooks, music, movies and television shows. Major activities of the libraries include: collection development and maintenance; cataloguing and processing; circulation; reference; access to electronic resources and computer workshops; children's programming; interlibrary loan; and administration.

## OPERATING BUDGET

	FY2018	FY2019	FY2020	FY2020
Board of Library Trustees	Actual	Approved	Request	Recommended
Lexington Park Library	\$937,982	\$939,312	\$928,654	\$928,654
Leonardtown Library	758,387	791,659	918,611	918,611
Charlotte Hall Library	600,966	613,057	642,283	642,283
Administration	<u>1,481,792</u>	<u>1,520,303</u>	<u>1,544,485</u>	<u>1,504,353</u>
<b>Total Expenses - Library</b>	<b>\$3,779,127</b>	<b>\$3,864,331</b>	<b>\$4,034,033</b>	<b>\$3,993,901</b>
State, Federal, Other Revenue Sources	\$978,555	\$936,800	\$959,000	\$959,000
<b>County Funds – Library</b>	<b>2,800,572</b>	<b>2,878,050</b>	<b>3,004,278</b>	<b>2,964,146</b>
Fund Balance (Library)	<u>0</u>	<u>49,481</u>	<u>70,755</u>	<u>70,755</u>
<b>Total Revenues, All Funding Sources</b>	<b>\$3,779,127</b>	<b>\$3,864,331</b>	<b>\$4,034,033</b>	<b>\$3,993,901</b>

## HIGHLIGHTS

The total budget for the Board of Library Trustees is \$3,993,901, which is a net increase of \$129,570 or 3.3% over the prior year. County funding is recommended at \$2,964,146 which is a net increase of \$86,096 or 3% more than the prior year. This increase is primarily attributed to the one position starting mid-year and compensation related costs.

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**OTHER  
BUDGET  
COSTS**

## **APPROPRIATION RESERVE**

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This represents funding authority recognized in the expense budget, which has corresponding (supplemental) revenue from grants or other revenues, but which is not specifically known at this time and therefore is not appropriated for a specific purpose. Generally, this is used for new or increased grant awards during the year, which have corresponding revenues. As funds are received, the revenues and associated expenditures will be re-allocated, through a budget amendment approved by the Commissioners of St. Mary's County, to the appropriate department appropriation authority, both revenues and expenses, is budgeted at \$1,500,000.

## **LEONARDTOWN TAX REBATE**

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The County Commissioners appropriate funds to the town of Leonardtown in recognition that the town provides certain services such as, planning and zoning, road maintenance and other public works services to its residents in lieu of the county providing those services. The amount is calculated based upon the assessed value of County-owned tax exempt property within the Leonardtown corporate limits. The major properties within the town limits include the Court House, Governmental Center, Hayden Farm, Health Department, and the Library. The formula equates to a tax differential rate of .89 cents per \$100 of assessed value for the taxpayers of Leonardtown. This is a decrease from last year's differential rate of .91 cents. The assessed value of the County Owned Nontaxable Real Property Assessments is \$36,947,400, requiring a payment of \$43,487.

## **EMPLOYER CONTRIBUTIONS – RETIREE HEALTH BENEFITS & UNEMPLOYMENT COSTS**

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This portion of the budget includes principally retiree health insurance, as well as unemployment insurance costs. The County government provides health insurance to its retirees based upon years of service.

Requirements from the Government Accounting Standards Board (GASB) require the recognition in financial statements beginning in FY2008 of the expense being incurred while employees work for the benefits that they will be paid as retirees. This is similar to current accounting for pension plans. Prior to FY2008, these costs were reflected in the budget based on actual premium payments for current retirees only.

The County has an actuarial valuation performed bi-annually. At June 30, 2018 the County's net OPEB liabilities was \$24.9 million. Based on the report completed on December 3, 2018, the total actuarial determined contribution is \$4,775,000 for FY2020. The County is including \$3.3 million for current retirees.

Unemployment for FY2020 is included at \$35,000; this is consistent with prior year as we do not anticipate an increase in County costs.

## **GENERAL / BANK ADMINISTRATION COSTS**

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A total of \$35,000 is allocated to cover service and related charges from financial institutions, including administrative fees for bond escrow accounts related to outstanding general obligation bonds.

# DEBT SERVICE

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This appropriation of \$13,645,203 funds the payment of debt service - principal and interest - on debt for capital projects. Included in the FY2020 estimate for debt service includes a full year principal and interest payment on the recent borrowing of \$30,000,000 in FY2019 and interest on the planned borrowing in FY2020. The estimated allocation of debt service, based on the capital projects being funded, is as follows:

<b>Project Type</b>	<b>Current Debt</b>
Board of Education	\$6,024,771
Other Facilities	1,087,326
Roads	3,050,886
Solid Waste	31,995
CSM	665,099
Library	788,826
Parks	421,213
Public Safety	937,587
2020 Proposed	<u>637,500</u>
<b>Total</b>	<b>\$13,645,203</b>



# TRANSFERS & RESERVES

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## CAPITAL PROJECTS – GENERAL FUND TRANSFER –

A total of \$13,093,852 is reflected as a transfer from the General Fund to the Capital Projects Fund. Major projects include; Public Safety Computer Aided Dispatch - \$2,500,000, St. Mary's County Animal Shelter - \$5,308,420, multi-purpose synthetic/turf fields - \$2,000,000.

## RAINY DAY –

This fund was established as a source of funding for budget years when the revenue estimates indicate a temporary shortfall from the level required to fund the County's operations and activities. It is part of Committed Fund Balance and is funded through budgeted additions that are set-aside at the start of the fiscal year. *This budget includes no funding for this reserve.* The Rainy Day Reserve balance is retained at \$1,625,000.

## BOND RATING –

This reserve is part of the Committed Funds in the Fund Balance, set at 6% of general fund revenues. The appropriation for FY2020 is \$400,000, level with the prior year. The Bond Rating Reserve balance is \$13,624,227 as of June 30, 2018.

## EMERGENCY RESERVE –

This reserve represents funding set aside annually which can be allocated during the fiscal year at the discretion of the Commissioners of St. Mary's County to fund unanticipated or under budgeted expenditures, such as weather related events, or respond to other funding requests for items or activities not budgeted. The budget allocates \$1,683,729 to this reserve. Uses require specific action by the Commissioners of St. Mary's County.

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## ENTERPRISE AND SPECIAL REVENUE FUNDS

Enterprise funds are used to account for certain services and programs which are operated similar to separate business enterprises. Generally, fees and charges are levied at rates necessary to cover the costs of operation; thus enterprise fund activities are not dependent on taxes for their operating revenue.

The Department of Recreation and Parks operates two enterprise funds: the Recreation and Parks Activity Fund accounts for the operation of numerous countywide recreation programs, and the Wicomico Shores Enterprise Fund accounts for the operations of the County's public golf course.

The Solid Waste and Recycling Fund is a separate fund to capture the direct operating costs of the Solid Waste and Recycling divisions/ activities and related fees.

The Miscellaneous Revolving Fund is a special revenue fund established to account for certain earmarked revenue sources designated to finance particular functions or activities.

The Emergency Services Support Fund is a separate fund to collect revenue (Emergency Service Support Fees) and expend resources for Advanced Life Support, LOSAP and base operating allocations to Fire & Rescue entities. This also funds the principal and interest on the Fire and Rescue Revolving Loan Fund debt.

## RECREATION AND PARKS ENTERPRISE FUND

Source and Use of Funds	FY2018	FY2019	FY2020	FY2020
	Actual	Approved	Request	Recommended
Child Care Programs	\$ 1,036,775	\$ 1,860,550	\$ 1,857,885	\$ 1,857,885
Therapeutic Division	134,872	293,350	161,431	161,431
Gymnastics Department	360,541	408,580	497,263	497,263
Leisure / Special Programs	108,549	191,909	226,665	226,665
Special Facilities	301,453	497,709	461,740	461,740
Sports Programs	440,894	519,490	512,610	512,610
General Administration	65,834	117,200	170,200	170,200
Appropriation Reserve	-	80,000	80,000	80,000
<b>Total Revenues</b>	<b>\$ 2,448,918</b>	<b>\$ 3,968,788</b>	<b>\$ 3,967,794</b>	<b>\$ 3,967,794</b>
Child Care Programs	\$ 792,140	\$ 1,737,570	\$ 1,659,670	\$ 1,659,670
Therapeutic Division	153,341	294,637	194,702	194,702
Gymnastics Department	386,291	386,763	494,742	494,742
Leisure / Special Programs	94,343	153,967	177,062	177,062
Special Facilities	515,124	702,080	634,764	634,764
Sports Programs	343,430	451,365	446,698	446,698
General Administration	193,755	200,009	229,242	229,242
Appropriation Reserve	-	80,000	80,000	80,000
<b>Total Expenditures</b>	<b>\$ 2,478,424</b>	<b>\$ 4,006,391</b>	<b>\$ 3,916,880</b>	<b>\$ 3,916,880</b>
Revenues Over(Under) Expenditures	\$ (29,506)	\$ (37,603)	\$ 50,914	\$ 50,914
<b>Fund Equity (deficit) at June 30 - audited *</b>	<b>\$ 664,173</b>			

An enterprise fund is established to account for governmental services which are entirely or predominantly funded by user charges. Programs offered through the Recreation Division of the Department of Recreation and Parks are financed through fees established for the different activities. Programs and facilities include child care centers, summer day camps, sports programs, youth and adult leisure programs, amusement park ticket sales, gymnastics center, regional park, indoor recreation center, teen center, and museums.

\* Page 23 - FY2018 Audit

# WICOMICO SHORES GOLF ENTERPRISE FUND

Source and Use of Funds	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Golf Operations	\$ 797,986	\$ 889,000	\$ 847,000	\$ 847,000
Government/Other Income	-	826	826	826
Restaurant	354,361	386,000	387,000	387,000
House	28,978	30,000	35,000	35,000
Interest Income	-	1,500	1,500	1,500
Golf Shop	50,832	69,000	58,000	58,000
Other/Miscellaneous	546	800	800	800
Appropriation Reserve	-	50,000	50,000	50,000
<b>Total Revenues</b>	<b>\$ 1,232,703</b>	<b>\$ 1,427,126</b>	<b>\$ 1,380,126</b>	<b>\$ 1,380,126</b>
Golf Operations	\$ 141,244	\$ 152,275	\$ 149,075	\$ 149,075
Greens and Grounds	417,875	444,149	429,849	453,893
Restaurant	374,832	382,943	371,693	358,075
House	67,617	82,500	69,800	69,800
Administration	125,586	144,992	139,492	272,230
Golf Shop	27,712	33,953	28,953	28,953
Capital	11,999	24,720	24,720	24,720
OPEB (post-retirement health)	36,000	36,000	36,000	36,000
Appropriation Reserve	-	50,000	50,000	50,000
<b>Total Expenditures, before debt service</b>	<b>\$ 1,202,865</b>	<b>\$ 1,351,532</b>	<b>\$ 1,299,582</b>	<b>\$ 1,442,746</b>
Debt Service - Building	\$ 72,274	\$ 72,275	\$ 76,249	\$ 76,249
<b>Total Expenditures, including debt service</b>	<b>\$ 1,275,139</b>	<b>\$ 1,423,807</b>	<b>\$ 1,375,831</b>	<b>\$ 1,518,995</b>
Revenues Over(Under) Expenditures-incl. debt	\$ (42,436)	\$ 3,319	\$ 4,295	\$ (138,869)
<b>Fund Equity (deficit) at June 30, exclusive of net capital assets, net of debt to General Fund, audited *</b>	<b>\$ (46,248)</b>			

The Wicomico Shores Golf Enterprise fund finances the public golf operation in St. Mary's County. The Wicomico Golf Course and Recreation Complex includes an 18-hole golf course, restaurant, banquet room, club house, pro shop, and two tennis courts. Primary revenue sources for this self-supporting enterprise are the greens fees generated through golf course operations and the revenue collections from the restaurant and banquet facility. All expenditures, including debt service on the financing, is funded by net revenues of the golf course operation.

\* Page 23 - FY2018 Audit - Unrestricted (\$791,650) + Advanced from General Fund \$745,402

## SOLID WASTE AND RECYCLING FUND

Source and Use of Funds	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
SW and Recycling Fees-Residential	\$ 3,172,692	\$ 4,009,055	\$ 4,047,100	\$ 4,055,000
General Gov/Other Income	52	12,848	-	-
Landfill Tipping Fee	425,165	360,000	400,000	420,000
Recycle Containers	119,122	90,000	90,000	120,000
State Grant	-	28,000	-	-
Appropriation Reserve	-	200,000	30,000	30,000
<b>Total Revenues</b>	<b>\$ 3,717,031</b>	<b>\$ 4,699,903</b>	<b>\$ 4,567,100</b>	<b>\$ 4,625,000</b>
<u>Solid Waste</u>				
Personal Services	\$ 930,996	\$ 961,253	\$ 951,112	\$ 1,034,705
Operating Supplies	29,339	35,500	36,600	36,600
Hauling & Post-Closure Costs	998,401	1,219,960	1,588,423	1,588,423
Communications	5,694	5,760	5,760	5,760
Transportation	60,821	60,000	61,000	61,000
Public Utility	20,497	28,167	28,167	28,167
Tipping Fees	1,198,327	1,298,393	1,403,282	1,403,282
Equipment	23,994	-	-	-
Retiree Health	23,000	23,000	23,000	23,000
Lease Payments	151,455	199,120	138,920	138,920
Appropriation Reserve	-	200,000	30,000	30,000
Total, Solid Waste	\$ 3,442,524	\$ 4,031,153	\$ 4,266,264	\$ 4,349,857
<u>Recycling</u>				
Personal Services	\$ 92,241	\$ 94,217	\$ 94,217	\$ 101,678
Operating Supplies	883	1,400	1,400	1,400
Professional Services	392,417	405,379	521,471	521,471
Communications	-	60	60	60
Transportation	3,012	3,000	3,000	3,000
Rentals	50,030	56,448	56,448	56,448
Hazardous Waste Day Events	75,228	75,175	84,827	84,827
Equipment & Furniture	-	-	-	-
Recycling Grant	-	28,000	-	-
Total, Recycling	\$ 613,811	\$ 663,679	\$ 761,423	\$ 768,884
<b>Total Expenditures</b>	<b>\$ 4,056,335</b>	<b>\$ 4,694,832</b>	<b>\$ 5,027,687</b>	<b>\$ 5,118,741</b>
Revenues Over (Under) Expenditures	\$ (339,304)	\$ 5,071	\$ (460,587)	\$ (493,741)
<b>Fund Equity (deficit) at June 30 - audited*</b>	<b>\$444,742</b>			

This enterprise fund captures the direct operating costs and related fees. The Solid Waste and Recycling Fee is collected annually through the Property Tax bills. Not included above are expenditures for capital projects and related debt service, indirect costs, overhead and administration; these are still carried as General Fund or Capital Project expenditures.

**FY2019 - Environmental Service Fee \$91**

\* Page 23 - FY2018 Audit

## MISCELLANEOUS REVOLVING FUND

Source and Use of Funds	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 Recommended
Fuel Operations	\$ 13,737	\$ 10,000	\$ 15,000	\$ 15,000
State's Attorney Drug Enforcement	31,967	5,000	15,000	15,000
Community Service Teen Court	2,500	1,000	1,000	1,000
Department of Aging Special Events/CRAC	140,408	120,000	120,000	120,000
LUGM - Historic Book	829	4,000	1,200	1,200
Sheriff's Federal Forfeiture Fund	158,464	-	-	-
Sheriff's "350 Years" Book	4,690	25,000	-	-
Sheriff's Local Forfeiture Fund	75,230	40,000	40,000	40,000
State's Attorney Project Graduation	85,215	71,050	79,100	79,100
St. Mary's County Weed Control	32,900	48,133	48,133	48,133
Appropriation Reserve	-	140,000	140,000	140,000
<b>Total Revenues</b>	<b>\$ 545,940</b>	<b>\$ 464,183</b>	<b>\$ 459,433</b>	<b>\$ 459,433</b>
Fuel Operations	\$ 9,080	\$ 10,000	\$ 10,000	\$ 10,000
Community Service Teen Court	-	1,000	1,000	1,000
Department of Aging Special Events/CRAC	114,490	120,000	120,000	120,000
LUGM - Historic Book	-	4,000	1,200	1,200
Sheriff's Federal Forfeiture Fund	3,000	200,000	200,000	200,000
Sheriff's 350 years Book	15,000	25,000	-	-
Sheriff's Local Forfeiture Fund	3,850	104,500	104,500	104,500
State's Attorney Drug Enforcement	5,075	78,943	78,943	82,725
State's Attorney Project Graduation	54,651	71,050	79,100	79,100
St. Mary's County Weed Control	34,300	48,133	48,133	48,133
Appropriation Reserve	-	140,000	140,000	140,000
<b>Total Expenditures</b>	<b>\$ 239,446</b>	<b>\$ 802,626</b>	<b>\$ 782,876</b>	<b>\$ 786,658</b>
Revenues Over (Under) Expenditures	\$ 306,494	\$ (338,443)	\$ (323,443)	\$ (327,225)
<b>Fund Equity (deficit) at June 30 - audited</b>	<b>* \$1,181,801</b>			

The Miscellaneous Revolving Fund is a special revenue fund established to account for certain earmarked revenue sources designed to finance particular functions or activities.

The combination of audited fund balance and projected revenues should equal or exceed the requested expenses.

\* Page 71 - FY2018 Audit

## SPECIAL ASSESSMENT FUND

In St. Mary's County there are four distinct classifications of special assessments. These include: Shore erosion control, Roadway improvements and lighting, Storm water drainage, and Waterway dredging. Following are the current districts:

DISTRICT	NUMBER OF PROPERTIES	RATES
<b>Erosion Control</b>		
Holly Point Shore Erosion Control	4	\$3,139.12 – 25 years through 2032.
Holly Point Shore Erosion Control		\$2,160.20 – 25 years through 2032.
Holly Point Shore Erosion Control		\$2,270.30 – 25 years through 2032.
Holly Point Shore Erosion Control		\$3,933.03 – 25 years through 2032.
Villas on Waters Edge Shore Erosion	91	\$243.24 per property – 20 years through 2032.
<b>Roadway Improvement</b>		
Golf Course Drive	59	\$217.99 per property – 20 years through 2026.
Mulberry South	23	\$283.76 per owner – 20 years through 2021.
<b>Waterway Improvement</b>		
Kingston Creek Waterway	22	\$34.14 per parcel – 20 years through 2027.
Kingston Creek Waterway #2	25	\$674.75 per property – 25 years through 2037.
<b>Street Lights</b>		
SouthHampton Lighting	75	\$19.76 per lot - prior year SMECO charges

Depending upon the type of special assessment, the project may require interfund loans. Provision is then made for the benefiting property owner to pay installments through the property tax system on an annual basis. Debt Service required in FY2020 for existing Special Assessments will be \$48,694.

## EMERGENCY SERVICES SUPPORT FUND

Through an Emergency Services Tax, the County dedicates a funding stream for the County's emergency services activities and organizations, funded by that tax. By identifying a special tax, based on assessed property values, the Commissioners set into place a funding mechanism to allow emergency services organizations, including fire and rescue, to plan for the future.

The Emergency Services Support Tax funds are remitted by the Treasurer and credited to this revolving fund. Revenues generated are budgeted to support base allocations of \$23,000 and \$19,000 to each volunteer fire department and rescue squad, respectively, as well as for the other purposes listed below. The Emergency Services Support tax is \$0.024. It was set in FY2017.

Source and Use of Funds	FY2018 Actual	FY2019 Approved	FY2020 Request	FY2020 BWS Recommended
Emergency Services – Support Tax	\$ 3,037,469	\$ 3,040,000	\$ 3,040,000	\$ 3,070,000
General Government - Other Income	-	1,880	-	-
Amoss (508) Grant - Fire & Rescue	300,000	300,000	300,000	300,000
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
<b>Total Revenues</b>	<b>\$ 3,337,469</b>	<b>\$ 3,391,880</b>	<b>\$ 3,390,000</b>	<b>\$ 3,420,000</b>
Emergency Management Recruiting	\$ 101,272	\$ 184,817	\$ 166,317	\$ 172,419
Advanced Life Support Operating	585,281	702,531	702,531	702,531
Emergency Services Committee	199,503	179,560	205,140	205,140
Fire Department Operating Allocation	207,000	207,000	207,000	207,000
Fire Department LOSAP	713,752	752,212	758,978	758,978
Amoss (508) Grant - Fire	150,000	150,000	150,000	150,000
Rescue Squad Operating Allocation	133,000	133,000	133,000	133,000
Rescue Squad LOSAP	250,084	293,109	285,596	285,596
Amoss (508) Grant - Rescue	150,000	150,000	150,000	150,000
LOSAP OPEB	601,668	800,000	800,000	1,000,000
F & R Revolving Loan Fund, Debt Service	128,676	128,137	128,137	128,043
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
<b>Total Expenditures</b>	<b>\$ 3,220,236</b>	<b>\$ 3,730,366</b>	<b>\$ 3,736,699</b>	<b>\$ 3,942,707</b>
Revenues Over (Under) Expenditures	\$ 117,233	\$ (338,486)	\$ (346,699)	\$ (522,707)
<b>Fund Equity (deficit) at June 30 - audited*</b>	<b>\$ 1,116,380</b>			

\* Page 120 - FY2018 Audit



# FIRE TAX

According to the St. Mary's County Code, a Fire Tax is to be assessed on every \$100 of assessed valuation of all real and personal property. The proceeds from the tax are distributed to those fire companies located in the election districts in which the money is collected. The fire companies submit an annual budget and independent audit report to the Commissioners of St. Mary's County. The funds received by the fire companies shall be used for the purpose of purchasing, repairing, replacing, operating, maintaining and housing their fire-fighting equipment and apparatus, and for the training of new volunteer firefighters.

DISTRICT	NUMBER OF PROPERTIES	RATES
Ridge - 1st Election District	3,607	3.6¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,711	5.6¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,662	2.4¢ per \$100 of assessment
Mechanicsville - 5th Election District 5th District Accounts 5,115 4th District Accounts 3,892	9,007	4.6¢ per \$100 of assessment
Hollywood - 6th Election District	5,777	4.4¢ per \$100 of assessment
Avenue - 7th Election District 7th District Accounts 3,166 4th District Accounts 1,035	4,201	5.6¢ per \$100 of assessment
Bay District - 8th Election District	13,012	5.0¢ per \$100 of assessment
St. George Island - 9th Election District	228	5.6¢ per \$100 of assessment

2018 Property taxable information

# RESCUE TAX

The Rescue Tax is assessed at a rate per \$100 of assessed valuation of all real and personal property on property in each election district, as identified below. The proceeds from the tax are distributed by the Treasurer to those rescue squads located in the election districts in which the money is collected. The Rescue Squads submit an annual budget and audit report to support the expenditure of these funds, which are to be used for the purpose of purchasing, repairing, replacing, operating, maintaining and housing their Rescue equipment, and for the training of volunteer Rescue Personnel.

DISTRICT	NUMBER OF PROPERTIES *	RATES
Ridge – 1st Election District	3,607	1.1¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,711	1.7¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,662	.9¢ per \$100 of assessment
<b>Mechanicsville</b> 5th Election District 5,114 4th Election District 3,892	9,007	1.4¢ per \$100 of assessment <b>Request change: 1.4¢ to 2.0¢</b>
Hollywood - 6th Election District	5,777	1.4¢ per \$100 of assessment
Avenue 7th Election District 3,166 4th Election District 1,035	4,201	1.1¢ per \$100 of assessment
Lexington Park - 8th Election District	13,012	2.3¢ per \$100 of assessment
St. George’s Island - 9th Election District	228	1.7¢ per \$100 of assessment

2018 Property taxable information

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## CAPITAL IMPROVEMENTS FUND

The St. Mary's County Code requires the annual adoption, by the Commissioners of St. Mary's County, of a separate capital budget and program. The capital *budget* is the plan of the County to receive and expend funds for capital projects during the first fiscal year included in the capital program. The capital *program* is the plan of the County to receive and expend funds for capital projects during the fiscal year covered by the capital budget and the succeeding five years thereafter.

The following pages are divided into three sections:

- 1) Fiscal Year 2020 Recommended Capital Budget - by project and funding source
- 2) Fiscal Year 2021 – Fiscal Year 2025 Recommended Capital Program
- 3) Detail project information showing funding sources and uses throughout the period covered by the budget and plan are categorized according to the following project classifications:

Land Conservation  
Highways  
Marine  
Public Facilities  
Public Schools  
Recreation and Parks  
Solid Waste

Projects are shown for the recommended FY2020 appropriation year as well as the planned projects for fiscal years 2021 through 2025. Recommended financing is presented in total for each of the respective years.

Capital project expenditures and revenues are accounted for in a separate Capital Improvements Fund.

## RECOMMENDED CAPITAL BUDGET - FY2020

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
<b>HIGHWAYS</b>							
Asphalt Overlay	4,530,000	4,530,000					
Buck Hewitt Road - Phase 4	108,540				21,708	86,832	
Culvert Replacement & Repair	775,000	202,643			572,357		
FDR Boulevard Extended (MD 4 to Pegg Rd)	450,000	300,000		150,000			
Modified Seal Surface Treatment	844,000		674,000		170,000		
Mt. Wolfe Roundabout	523,106	523,106					
Neighborhood Drainage Improvements and	590,000	590,000					
Patuxent Park Neighborhood Preservation	6,000,000	6,000,000					
Regional Water Quality & Nutrient Removal	1,830,501	1,830,501					
Retrofit Sidewalk Program	285,000				285,000		
Roadway Base Widening	25,000				25,000		
Roadway Safety Improvements	165,000		140,000		25,000		
South Shangri-La Drive Sidewalk Retrofit	100,000	100,000					
Southampton Neighborhood Revitalization	725,220	725,220					
Street Lighting & Streetscape Improvements	105,000		105,000				
Transportation Plan Update	40,000				40,000		
<b>Total Highways</b>	<b>17,096,367</b>	<b>14,801,470</b>	<b>919,000</b>	<b>150,000</b>	<b>1,139,065</b>	<b>86,832</b>	<b>0</b>
<b>LAND CONSERVATION</b>							
Agricultural Land Preservation Programs	3,333,333		446,654			2,000,000	886,679
Rural Legacy Program	5,614,140		1,403,535			4,210,605	
<b>Total Land Conservation</b>	<b>8,947,473</b>	<b>0</b>	<b>1,850,189</b>	<b>0</b>	<b>0</b>	<b>6,210,605</b>	<b>886,679</b>
<b>MARINE</b>							
South Sandgates Revetment	509,790				25,000	484,790	
St. Jerome's Creek Jetties	167,500					167,500	
St Patrick Creek Maintenance Dredge	600,000					600,000	
<b>Total Marine</b>	<b>1,277,290</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>1,252,290</b>	<b>0</b>
<b>PUBLIC FACILITIES</b>							
Adult Detention Center Upgrades, Housing	11,854,000	5,504,079			800,421	5,549,500	
Airport Improvements	4,910,000				640,500	4,269,500	
Building Maintenance & Repairs - Critical	455,000		455,000				
Building Maintenance & Repairs-Programmatic	590,000	590,000					
Emergency Communications Center Exp	170,000	170,000					
Facilities Master Plan Update	100,000		100,000				
Fire and Rescue Revolving Loan Fund	800,000		800,000				
Health Department Renovations	190,950					190,950	
North County Farmers Market	1,851,650	1,651,650				200,000	
Parking & Site Improvements	200,000		200,000				
Public Safety Computer Aided Dispatch	2,500,000				2,500,000		
Radio System Upgrades	2,625,000	2,625,000					
Regional Meat Processing Facility	800,000						800,000
Salt Storage Facility Replacement	95,000				95,000		
Sheriff's District 4 Office	100,000				100,000		
St. Mary's County Animal Shelter New Bldg	5,308,420				5,308,420		
Vehicle Maintenance Facility Addition	85,000				85,000		
<b>Total Public Facilities</b>	<b>32,635,020</b>	<b>10,540,729</b>	<b>1,555,000</b>	<b>0</b>	<b>9,529,341</b>	<b>10,209,950</b>	<b>800,000</b>
<b>RECREATION &amp; PARKS</b>							
Elms Beach Park Improvements	200,000		200,000				
Great Mills Property Master Plan	100,000				100,000		
Lexington Manor Passive Park	350,000	350,000					
Multi-Purpose Synthetic/Turf Fields	3,100,000	1,100,000			2,000,000		
Myrtle Point Park	275,000		275,000				
Park Land and Facility Acquisition	246,431					246,431	
Recreation Facility & Park Improvements	1,762,000	1,762,000					
Recreation/Community Center	75,000				75,000		
Shannon Farm Property	150,000	150,000					
Snow Hill Park	150,000			150,000			
Sports Complex	370,000	370,000					
St. Clement's Island Museum Renovations	940,500	485,250		20,000		435,250	
Three Notch Trail - Phase Seven	700,000	700,000					
<b>Total Parks Acquisition /Development</b>	<b>8,418,931</b>	<b>4,917,250</b>	<b>475,000</b>	<b>170,000</b>	<b>2,175,000</b>	<b>681,681</b>	<b>0</b>

## RECOMMENDED CAPITAL BUDGET - FY2020

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
<b>PUBLIC SCHOOLS</b>							
Aging School Program	60,000				7,000	53,000	
Building Infrastructure - Critical	650,000	177,000	473,000				
Building Infrastructure - Programmatic	843,000	225,000	618,000				
Dynard ES Roof/HVAC Replacement &	3,334,000	421,554			14,446	2,898,000	
Great Mills HS Partial Roof Replacement	2,441,562	1,558,000				883,562	
Green Holly ES - Partial Roof Replacement	1,000,000	1,000,000					
Green Holly ES - Switch Gear & HVAC	2,154,000	348,000				1,806,000	
Hollywood ES Roof/HVAC Replace &	1,537,000	642,000				895,000	
Mechanicsville Elementary School	47,000				47,000		
Park Hall ES Roof/HVAC Replace & Sewer	1,725,000	811,000				914,000	
Park Hall ES State Relocatables	271,000				157,000	114,000	
Relocatables for Various Sites	385,000		385,000				
Safety & Security Projects	1,396,000	1,396,000					
<b>Total Public Schools</b>	<b>15,843,562</b>	<b>6,578,554</b>	<b>1,476,000</b>	<b>0</b>	<b>225,446</b>	<b>7,563,562</b>	<b>0</b>
<b>SOLID WASTE</b>							
Clements Convenience Center Improvements	80,000	80,000					
<b>Total Solid Waste</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>\$84,298,643</b>	<b>\$36,918,003</b>	<b>\$6,275,189</b>	<b>\$320,000</b>	<b>\$13,093,852</b>	<b>\$26,004,920</b>	<b>\$1,686,679</b>

### SUMMARY

Project Type	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
Highways	17,096,367	14,801,470	919,000	150,000	1,139,065	86,832	0
Land	8,947,473	0	1,850,189	0	0	6,210,605	886,679
Marine	1,277,290	0	0	0	25,000	1,252,290	0
Public Facilities	32,635,020	10,540,729	1,555,000	0	9,529,341	10,209,950	800,000
Parks Acquisition & Development	8,418,931	4,917,250	475,000	170,000	2,175,000	681,681	0
Public Schools	15,843,562	6,578,554	1,476,000	0	225,446	7,563,562	0
Solid Waste	80,000	80,000	0	0	0	0	0
<b>Total</b>	<b>\$84,298,643</b>	<b>\$36,918,003</b>	<b>\$6,275,189</b>	<b>\$320,000</b>	<b>\$13,093,852</b>	<b>\$26,004,920</b>	<b>\$1,686,679</b>

Included in the funding identified above are the normal annual collections of capital project funding sources as well as accumulated unapplied resources, which may result from collections that exceed estimates or expenditures that are less than budgeted. To the extent that such variances occur, these excess funds are retained within the capital projects fund and applied to subsequent years' capital projects, based on the approved budget.

Estimated annual impact fee collections for FY2020 are: Roads-\$150,000; Parks-\$190,000; Schools-\$1,350,000.

# RECOMMENDED FY2020 CAPITAL BUDGET AND FY2021 TO FY2025 PLAN

			← Recommended 5-Year Capital Plan →					
	Page #	CAPITAL PROJECT	FY2020 Total	FY2021 Total	FY2022 Total	FY2023 Total	FY2024 Total	FY2025 Total
<b>HIGHWAYS</b>								
HW-1901	12	Asphalt Overlay	4,530,000	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000
HW-1103	13	Buck Hewitt Road - Phase 4	108,540	0	0	0	0	0
HW-1403	14	Buck Hewitt Road Sidewalk - North Side	0	0	755,000	0	0	0
HW-2101	15	CSM/Governmental Center Interparcel Access	0	120,000	417,500	527,500	0	0
HW-1405	16	Culvert Replacement & Repair	775,000	700,000	545,000	585,000	525,000	525,000
HW-1202	17	FDR Boulevard Extended (MD 4 to Pegg Rd)	450,000	7,036,550	0	0	0	0
HW-1902	18	Modified Seal Surface Treatment	844,000	844,000	844,000	844,000	844,000	844,000
HW-2002	19	Mt. Wolfe Roundabout	523,106	0	0	0	0	0
		Neighborhood Drainage Improvements and Rehabilitation	590,000	620,000	620,000	620,000	570,000	570,000
HW-0803	21	Patuxent Park Neighborhood Preservation Program	6,000,000	0	0	0	0	0
HW-2102	22	Pegg Road Sidewalk Retrofit	0	100,000	362,500	10,000	0	0
HW-1201	23	Regional Water Quality & Nutrient Removal	1,830,501	1,459,956	1,474,556	1,489,301	1,504,194	1,519,236
HW-1503	24	Retrofit Sidewalk Program	285,000	275,000	275,000	275,000	275,000	275,000
HW-1507	25	Roadway Base Widening	25,000	266,500	0	0	0	0
HW-1903	26	Roadway Safety Improvements	165,000	125,000	65,000	0	0	0
HW-2004	27	South Shangri-La Drive Sidewalk Retrofit	100,000	362,500	347,500	0	0	0
HW-2001	28	Southampton Neighborhood Revitalization	725,220	60,000	2,338,200	0	2,553,120	0
HW-1404	29	Street Lighting & Streetscape Improvements	105,000	255,000	60,000	0	0	0
HW-2005	30	Transportation Plan Update	40,000	20,000	0	0	0	0
<b>Total Highways</b>			<b>17,096,367</b>	<b>16,744,506</b>	<b>12,604,256</b>	<b>8,850,801</b>	<b>10,771,314</b>	<b>8,233,236</b>
<b>LAND CONSERVATION</b>								
AP-1701	10	Agricultural Land Preservation Programs	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333
AP-1702	11	Rural Legacy Program	5,614,140	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000
<b>Total Land Conservation</b>			<b>8,947,473</b>	<b>7,533,333</b>	<b>7,533,333</b>	<b>7,533,333</b>	<b>7,533,333</b>	<b>7,533,333</b>
<b>MARINE</b>								
MA-1802	31	South Sandgates Revetment	509,790	0	0	0	0	0
MA-1101	32	St. Jerome's Creek Jetties	167,500	167,500	0	4,798,377	0	0
MA-1801	33	St Patrick Creek Maintenance Dredge	600,000	100,000	0	0	0	0
<b>Total Marine</b>			<b>1,277,290</b>	<b>267,500</b>	<b>0</b>	<b>4,798,377</b>	<b>0</b>	<b>0</b>
<b>PUBLIC FACILITIES</b>								
		Adult Detention Center Upgrades, Housing & Med Units	11,854,000	12,162,000	3,000,000	0	0	0
PF-1706	34							
PF-1809	35	Airport Improvements	4,910,000	4,192,000	5,960,000	75,000	0	0
PF-2007	36	Building Maintenance & Repairs - Critical	455,000	440,000	428,000	403,000	300,000	0
PF-2008	37	Building Maintenance & Repairs-Programmatic	590,000	415,000	385,000	325,000	395,000	0
PF-2002	38	Emergency Communications Center Exp	170,000	220,000	1,952,400	0	0	0
PF-2003	39	Facilities Master Plan Update	100,000	0	0	0	0	0
PF-1906	40	Fire and Rescue Revolving Loan Fund	800,000	0	0	0	0	0
PF-1904	41	Health Department Renovations	190,950	5,783,000	104,500	0	0	0
PF-1805	42	North County Farmers Market	1,851,650	0	0	0	0	0
PF-1605	43	Parking & Site Improvements	200,000	135,000	0	90,000	0	0
PF-1901	44	Public Administration Enterprise Software Upgrade	0	2,000,000	0	0	0	0
		Public Safety Computer Aided Dispatch and Replacement/Enhancement Project	2,500,000	0	0	0	0	0
PF-1909	45							
PF-2004	46	Radio System Upgrades	2,625,000	876,000	0	0	0	0
PF-2001	47	Regional Meat Processing Facility	800,000	0	0	0	0	0
PF-1902	48	Salt Storage Facility Replacement	95,000	2,050,700	0	0	0	0
PF-1404	49	Sheriff's District 4 Office	100,000	0	0	0	0	0
PF-1705	51	St. Mary's County Animal Shelter New Bldg	5,308,420	0	0	0	0	0
PF-2005	52	Vehicle Maintenance Facility Addition	85,000	0	420,000	0	0	0
<b>Total Public Facilities</b>			<b>32,635,020</b>	<b>28,273,700</b>	<b>12,249,900</b>	<b>893,000</b>	<b>695,000</b>	<b>0</b>
<b>RECREATION &amp; PARKS</b>								
RP-2204	73	Central County Park	0	0	350,000	0	3,920,000	0
RP-1601	75	Elms Beach Park Improvements	200,000	1,408,637	1,156,275	0	0	0
RP-2001	76	Great Mills Property Master Plan	100,000	0	0	0	0	0
RP-2002	78	Lexington Manor Passive Park	350,000	250,000	0	0	0	0
RP-1704	74	Multi-Purpose Synthetic/Turf Fields	3,100,000	0	0	0	0	0
RP-2005	79	Myrtle Point Park	275,000	0	2,900,000	0	0	0
RP-1404	80	Park Land and Facility Acquisition	246,431	246,431	246,431	246,431	246,431	246,431
RP-2003	82	Recreation Facility & Park Improvements	1,762,000	515,000	300,000	285,000	275,000	180,000
RP-2004	81	Recreation/Community Center	75,000	0	450,000	0	0	15,800,000
RP-1905	83	Shannon Farm Property	150,000	0	0	0	2,360,000	0
RP-1901	84	Snow Hill Park	150,000	275,000	0	3,000,000	3,000,000	0
RP-1904	85	Sports Complex	370,000	7,803,750	0	0	0	2,701,250
RP-1401	86	St. Clement's Island Museum Renovations	940,500	0	330,000	0	0	0
RP-2104	88	Three Notch Trail - Phase Eight	0	350,000	0	5,100,000	0	0
RP-1501	87	Three Notch Trail - Phase Seven	700,000	0	0	0	0	0
<b>Total Parks Acquisition /Development</b>			<b>8,418,931</b>	<b>10,848,818</b>	<b>5,732,706</b>	<b>8,631,431</b>	<b>9,801,431</b>	<b>18,927,681</b>

# RECOMMENDED FY2020 CAPITAL BUDGET AND FY2021 TO FY2025 PLAN


	Page #	CAPITAL PROJECT	Recommended 5-Year Capital Plan					
			FY2020 Total	FY2021 Total	FY2022 Total	FY2023 Total	FY2024 Total	FY2025 Total
<b>PUBLIC SCHOOLS</b>								
PS-1506	53	Aging School Program	60,000	0	0	0	0	0
PS-1804	54	Building Infrastructure - Critical	650,000	949,000	830,000	434,000	355,000	653,000
PS-1805	55	Building Infrastructure - Programmatic	843,000	1,060,000	1,227,000	799,000	642,000	925,000
PS-2401	56	Chopticon HS HVAC Systemic Renovation	0	0	0	0	125,000	0
		Dynard ES Roof/HVAC Replacement & Emergency Pwr	3,334,000	4,091,000	0	0	0	0
PS-1905	57							
PS-1903	58	Great Mills HS Partial Roof Replacement	2,441,562	0	0	0	0	0
		Great Mills HS Partial Roof Replacement (Second Part)	0	42,000	0	3,024,000	2,992,000	0
PS-2103	59							
PS-1902	60	Green Holly ES - Partial Roof Replacement	1,000,000	0	0	0	0	0
PS-2301	62	Green Holly ES Roof/HVAC Systemic Renovation	0	0	0	59,000	708,000	0
		Green Holly ES - Switch Gear & HVAC Replacement	2,154,000	2,797,000	0	0	0	0
PS-1904	61							
		Hollywood ES Roof/HVAC Replace & Emergency Power	1,537,000	0	0	0	0	0
PS-1802	63							
		Lettie Marshall Dent ES Addition, HVAC, Electric & Tank	0	62,000	3,650,000	4,544,000	0	0
PS-2101	64							
PS-2001	65	Mechanicsville Elementary School Modernization	47,000	2,763,000	1,232,000	3,946,000	1,696,000	0
		Park Hall ES Roof/HVAC Replace & Sewer Lift Station	1,725,000	0	0	0	0	0
PS-1801	66							
PS-2002	67	Park Hall ES State Relocatables	271,000	0	0	0	0	0
PS-2201	68	Piney Point ES HVAC Systemic Renovation	0	0	40,000	481,000	2,248,000	2,100,000
PS-1403	69	Relocatables for Various Sites	385,000	385,000	385,000	0	0	0
PS-1906	70	Safety & Security Projects	1,396,000	6,590,000	0	0	0	0
PS-2102	71	School Capacity Study K-12	0	175,000	0	0	0	0
PS-2104	72	Town Creek ES HVAC Systemic Renovation	0	24,000	290,000	2,781,000	369,000	0
		<b>Total Public Schools</b>	<b>15,843,562</b>	<b>18,938,000</b>	<b>7,654,000</b>	<b>16,068,000</b>	<b>9,135,000</b>	<b>3,678,000</b>
<b>SOLID WASTE</b>								
SW-1901	89	Clements Convenience Center Improvements	80,000	545,000	0	0	0	0
		<b>Total Solid Waste</b>	<b>80,000</b>	<b>545,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>TOTAL</b>	<b>\$84,298,643</b>	<b>\$83,150,857</b>	<b>\$45,774,195</b>	<b>\$46,774,942</b>	<b>\$37,936,078</b>	<b>\$38,372,250</b>

### Capital Project Summary - By Type

Highways	17,096,367	16,744,506	12,604,256	8,850,801	10,771,314	8,233,236
Land	8,947,473	7,533,333	7,533,333	7,533,333	7,533,333	7,533,333
Marine	1,277,290	267,500	0	4,798,377	0	0
Public Facilities	32,635,020	28,273,700	12,249,900	893,000	695,000	0
Parks Acquisition & Development	8,418,931	10,848,818	5,732,706	8,631,431	9,801,431	18,927,681
Public Schools	15,843,562	18,938,000	7,654,000	16,068,000	9,135,000	3,678,000
Solid Waste	80,000	545,000	0	0	0	0
<b>Total</b>	<b>\$84,298,643</b>	<b>\$83,150,857</b>	<b>\$45,774,195</b>	<b>\$46,774,942</b>	<b>\$37,936,078</b>	<b>\$38,372,250</b>

### Capital Project Summary - By Source of Funds

State/Federal	26,804,920	24,221,900	16,352,553	18,671,808	8,324,431	5,896,431
Impact Fees - Schools	0	6,886,550	0	0	0	0
Impact Fees -Roads	150,000	150,000	150,000	150,000	0	0
Impact Fees - Parks	170,000	0	210,000	190,000	190,000	190,000
Transfer Taxes	6,275,189	6,140,000	6,160,000	6,200,000	6,200,000	6,204,000
Ag/Recordation	500,000	500,000	500,000	500,000	500,000	500,000
Ag/Transfer	40,000	40,000	40,000	40,000	40,000	40,000
Cigarette Restitution Funds	346,679	346,679	346,679	346,679	346,679	346,679
Mitigation	0	0	0	0	0	0
Forestation/Critical Area/Private	0	996,431	0	0	0	1,500,000
Pay-Go	13,093,852	2,000,000	0	0	0	0
Bonds	36,918,003	41,869,297	22,014,963	20,676,455	22,334,968	23,695,140
<b>Total</b>	<b>\$84,298,643</b>	<b>\$83,150,857</b>	<b>\$45,774,195</b>	<b>\$46,774,942</b>	<b>\$37,936,078</b>	<b>\$38,372,250</b>


<b>Project Title</b> Asphalt Overlay	<b>Project Number</b> HW-1901	<b>Classification</b> Highways
<b>Project Description</b> Overlay, widen, upgrade, and perform pavement and system preservation improvements to existing roads throughout the County. Update the Pavement Management Program annually. May include crack sealing and Hot In Place Asphalt Recycling as appropriate. The County's Asphalt Overlay Program is used to widen, upgrade and strengthen roadway surfaces on collector roads. The overlay thickness varies from 1.5" to 2", depending on the surface condition. Preparatory and follow-up work, as necessary, is performed to include re-striping which is approximately \$0.052 / l.f. Approximately 16 to 20 miles of roadway are overlaid annually. Approximately 20%-25% of the budget is for rental equipment and labor, 10% for materials (i.e., pipes, gravel, seed, mulch, paving fabric, etc.), 6.5% for driveway tie-ins, 5% for pavement patching, and 53.5% for asphalt. Varies depending on roadway condition, curb and gutter, paved shoulders. As part of the Pavement Management Program (PMP), a system wide conditions assessment is funded and was completed in CY2016 to help guide the system preservation programs (asphalt overlay and modified seal). A large number of subdivision street pavements are at or approaching their 20-25 year service life, urban sections with curb and gutter will require milling operations. The County currently averages acceptance of 4 to 6 miles of new roads per year.		 <p><b>Compliance With Comprehensive Plan Section</b>                  11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>
<b>Discussion of Operating Budget Impact</b> There are no significant impacts to the operating budget anticipated.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING (PMP)	30,000		30,000						
LAND ACQUISITION									
CONSTRUCTION	25,110,000	2,730,000	3,730,000	3,730,000	3,730,000	3,730,000	3,730,000	3,730,000	
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT RENTAL	5,140,000	520,000	770,000	770,000	770,000	770,000	770,000	770,000	
<b>TOTAL COSTS</b>	<b>30,280,000</b>	<b>3,250,000</b>	<b>4,530,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	

Funding Schedule									
BONDS	23,526,071	2,395,109	4,530,000	4,500,000	4,500,000	3,211,654	2,772,654	1,616,654	
TRANSFER TAXES	5,899,038					1,288,346	1,727,346	2,883,346	
IMPACT FEES									
PAY-GO	854,891	854,891							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>30,280,000</b>	<b>3,250,000</b>	<b>4,530,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING- FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Buck Hewitt Road - Phase 4	<b>Project Number</b> HW-1103	<b>Classification</b> Highways
<b>Project Description</b> Construct approximately 825 feet of urban major collector roadway with curb, gutter and sidewalk to tie into the completed State Highway Administration improvements on Chancellors Run Road (MD 237). The roadway will match the existing 11 foot lanes constructed in prior phases and will include 7' parking lanes on each side. The existing right-of-way is 50 feet in width. Prior approval includes \$880,840 in obligated State Aid for design and construction. Estimated cost for construction is approximately \$1,316/foot plus 10% contingencies with 80% State Aid funding and a 20% County match. The following project estimates are contingent upon the obligation of additional State Aid Funding; the 20% County match is already budgeted. Estimated advertisement for construction is late summer 2019, with a construction start in early spring 2020. Estimated project completion for Buck Hewitt Road is the 3rd quarter of calendar year 2020. A related project is the Buck Hewitt Road Sidewalk-North Side project.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1                 </p>
<b>Discussion of Operating Budget Impact</b> Maintenance of the new stormwater management facilities (\$1,500/impervious acre for bioswales at 1 acre and \$500/Filterra unit at 4 units) are included.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING/SURVEY	150,000	150,000							
LAND ACQUISITION	144,000	144,000							
CONSTRUCTION	1,085,400	1,085,400							
INSPECTION/TESTING	26,050	26,050							
UTILITY RELOCATION	200,000	200,000							
CONTINGENCIES (10%)	120,600	120,600							
CONSTRUCTION MANAGEMENT (10%)	108,540		108,540						
<b>TOTAL COSTS</b>	<b>1,834,590</b>	<b>1,726,050</b>	<b>108,540</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES	224,670	224,670							
IMPACT FEES- MITIGATION	120,540	120,540							
PAY-GO	21,708		21,708						
STATE FUNDS	1,467,672	1,380,840	86,832						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>1,834,590</b>	<b>1,726,050</b>	<b>108,540</b>						

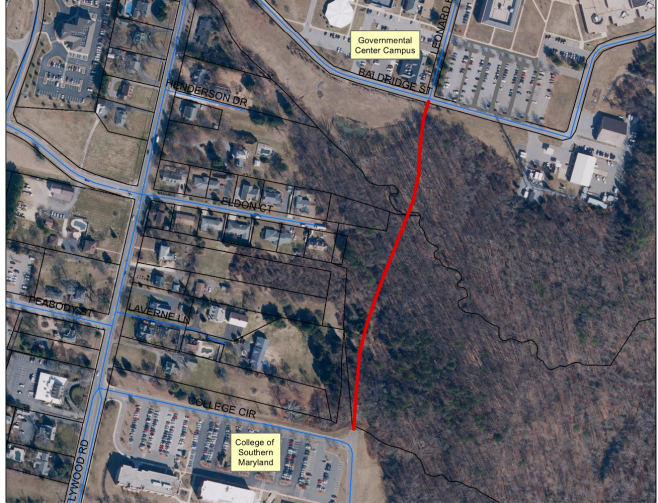
Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
Stormwater Management Maintenance-FILTERA DEVICES	4,125	4,125	4,125	4,125	4,125	4,125
<b>TOTAL COSTS</b>	<b>4,125</b>	<b>4,125</b>	<b>4,125</b>	<b>4,125</b>	<b>4,125</b>	<b>4,125</b>

<b>Project Title</b> Buck Hewitt Road Sidewalk- North Side	<b>Project Number</b> HW-1403	<b>Classification</b> Highways
<b>Project Description</b> Construction of approximately 2,845 linear feet of sidewalk, curb and gutter, drainage facilities, and stormwater management improvements on the north side of Buck Hewitt Road between Oriole Drive and Old Hewitt Road, to complete sidewalk connectivity between Three Notch Road (MD235) and Chancellor's Run Road. The project will improve pedestrian circulation and safety to shopping, parks, and adjacent residential communities. Prior Approval - Begin initial design for a sidewalk retrofit project on Buck Hewitt Road (north side) with 80% State Aid funding and a 20% County match, and perform final design and property / easement acquisition. A related project is HW 1103 (Buck Hewitt Road - Phase 4). Due to revised estimates received from the design engineer (attached) combined with the lack of available federal funds remaining (\$259,122) unobligated; the budget requires modification to address unfunded obligations. Currently the project is funded at an 80% State-Aid Funding and a 20% County match. The balance of the project unfunded will require funding from the County. Related projects utilizing available State-Aid funding is HW-1103, Buck Hewitt Road-Phase 4. Estimated project completion for Buck Hewitt Road is the 4th quarter of calendar year 2022. This project is being phased to coincide with the construction of FDR Boulevard. Project property acquisition will occur in fall/winter 2021, Bid/Phase services: spring 2021; Construction Services: summer/fall FY 2022.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      11.5.2.A.i Construct sidewalk networks between neighborhoods, schools, parks and other activity nodes / centers. P. 11-10                 </p>
<b>Discussion of Operating Budget Impact</b> Majority of SWM structures are grass swales which require minimum maintenance. The County will need to inspect the swales as part of the on-going MS4 permit activities.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
DESIGN: BUCK HEWITT RD SW	150,000	150,000							
CONSTR: BUCK HEWITT RD S/W	1,099,000	479,000			620,000				
LAND ACQUISITION	25,000				25,000				
CONSTRUCTION MGMT	110,000				110,000				
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>1,384,000</b>	<b>629,000</b>			<b>755,000</b>				

Funding Schedule									
BONDS									
TRANSFER TAXES	695,878	200,000			495,878				
IMPACT FEES									
PAY-GO									
STATE FUNDS	688,122	429,000			259,122				
<b>TOTAL FUNDS</b>	<b>1,384,000</b>	<b>629,000</b>			<b>755,000</b>				

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTE'S						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						


<b>Project Title</b> College of Southern Maryland/Government Center Interparcel Access	<b>Project Number</b> HW-2101	<b>Classification</b> Highways
<b>Project Description</b> Provide a 1,400 linear foot interparcel connection between the College of Southern Maryland (CSM) and the County Government Center campuses. Roadway will be a minor collector with curb and gutter with pedestrian sidewalk connectivity. A traffic link between the CSM and County Government Complex would provide an opportunity to share parking and increase the number of ingress / egress points for both institutions. A traffic planning study and analysis report has already been completed for the project. The analysis included 2012, 2015, 2020 and 2030 traffic volume projections. The alignments of the CSM internal access roads were coordinated with the Governmental Center Master Plan in anticipation of a future connection. A preliminary design with horizontal and vertical grades was completed in 1999 in-house. Storm water management must be addressed under the latest ordinance, and is a part of the project budget.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 11.3.2.A.i.d In growth areas, create local roads parallel to arterial routes to reduce peak traffic flow. P. 11-2

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	120,000			120,000					
LAND ACQUISITION	30,000					30,000			
CONSTRUCTION	840,000					350,000	490,000		
DEMOLITION									
INSPECTION/TESTING(2%)	15,000					7,500	7,500		
UTILITIES (4%)									
OTHER (SWM)	60,000					30,000	30,000		
<b>TOTAL COSTS</b>	<b>1,065,000</b>			<b>120,000</b>	<b>417,500</b>	<b>527,500</b>			

Funding Schedule									
BONDS	765,000			120,000	267,500	377,500			
TRANSFER TAXES									
IMPACT FEES - ROADS	300,000				150,000	150,000			
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>1,065,000</b>			<b>120,000</b>	<b>417,500</b>	<b>527,500</b>			

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Culvert Replacement & Repair	<b>Project Number</b> HW-1405	<b>Classification</b> Highways
<b>Project Description</b> Design, replace, rehabilitate, inspect, line and/or upgrade deteriorated/inadequate culvert crossings and outfall channels throughout the County's Highway/Maintenance road network. Project may also include the upgrade of failing or inadequate storm drain systems and eroded outfalls. Approved monies will be utilized to address consultant recommendations for structural repair and maintenance based on bi-annual Bridge Inspection Reports to include replacement of decking, safety railings, pilings, structural beams and bulkheads. Construction costs increase to account for a higher than anticipated number of replacement/repair projects, including but not limited to Poplar Road, Friendship School Road, Mechanicsville Road @ Coffee Hill Run Headwall, Bayside Road, Mill Cove Road & Patuxent Blvd, Contrail Road, St. Johns Road and Albatross Road. Also will require setting up a database by consultants of countywide culverts and their conditions to allow for yearly programs to replce or repair those with highest priority. Tentative completion dates for the identified sites are as follows: Airport Road - 1st Qtr Calendar Yr 2019, Bayside Road - 2nd Qtr Calendar Yr 2019, Mill Cove Road/Patuxent Blvd - 2nd Qtr Calendar Year 2019, Mechanicsville Road @ Coffee Hill Run Headwall - 3rd Qtr Calendar Yr 2019, Contrail Road - 3rd Qtr Calendar Year 2019, Friendship School Road - 3rd Qtr Calendar Yr 2019, St. Johns Road - 3rd Qtr Calendar Yr 2020. NOTE: These completion dates are dependent upon MDE In-stream fisheries restrictions and any emerge		
<b>Discussion of Operating Budget Impact</b> There are no significant impacts to the operating budget anticipated.		<b>Compliance With Comprehensive Plan Section</b> 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	1,000,000	80,000	150,000	150,000	170,000	150,000	150,000	150,000	
LAND ACQUISITION									
CONSTRUCTION/REPAIR	3,025,000	425,000	550,000	550,000	375,000	375,000	375,000	375,000	
ALL FAITH CHURCH ROAD	60,000					60,000			
BAPTIST CHURCH ROAD	75,000		75,000						
WILDWOOD PARKWAY	150,000	150,000							
FRIENDSHIP SCHOOL ROAD	75,000	75,000							
<b>TOTAL COSTS</b>	<b>4,385,000</b>	<b>730,000</b>	<b>775,000</b>	<b>700,000</b>	<b>545,000</b>	<b>585,000</b>	<b>525,000</b>	<b>525,000</b>	

Funding Schedule									
BONDS	1,817,643	370,000	202,643	700,000	545,000				
TRANSFER TAXES	1,975,000	340,000				585,000	525,000	525,000	
IMPACT FEES									
PAY-GO	592,357	20,000	572,357						
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>4,385,000</b>	<b>730,000</b>	<b>775,000</b>	<b>700,000</b>	<b>545,000</b>	<b>585,000</b>	<b>525,000</b>	<b>525,000</b>	


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> FDR Boulevard (MD4 to Pegg Rd.)	<b>Project Number</b> HW-1202	<b>Classification</b> Highways
<b>Project Description</b> Construct 3.7 miles of a two lane residential access way from MD Route 4 to Pegg Road (NAS Patuxent River main gate) to help relieve congestion and reduce delays along the MD 235 corridor by providing an alternative means for residents to travel to and from shopping and work, especially in the Lexington Park Development district. Project could remove thousands of trips per day in portions of the MD 235 corridor. Right-of-way width needed is 80' to 100'. Project is being completed in 3 phases in the following order: Phase 2 (completed): .2 mile between MD 246 and Shangri-La Drive; Phase 1: 1.7 miles between First Colony Blvd. and MD 237 in 3 sub-phases (2 subphases substantially completed), 3rd phase under construction, to be completed by spring 2019, along with a wetlands mitigation site completed; Phase 3: 1.8 miles in length, including a raised 8'-20' median with extensive use of traffic calming devices (i.e. narrow 10'-11' wide lanes, roundabouts, 5' pedestrian/6' bicycle accommodations, streetscaping/lighting, especially through residentially developed areas. Phase 3 of the project also includes construction of the Three Notch Trail.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1                 </p>
<b>Discussion of Operating Budget Impact</b> Estimated roadway maintenance costs are between \$5-\$8 per linear foot. At 3.7 miles, this equates to between \$97,680-\$156,288 per year. Utility costs for electricity include 25 LED 80W lights for Phase 2, 212 LED 80W lights for Phase 1 and 190 LED 80W lights in Phase 3. Cost for electric service is estimated at \$4.50 per light per month.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	1,750,000	1,600,000	150,000						
LAND/ESM'T AQUISITION	5,658,772	5,658,772							
PH1-FIRST COLONY to M237	13,806,800	13,806,800							
PH3- MD237 to PEGG RD	18,912,050	13,900,484		5,011,566					
PH2 - MD246 to SHANGRI LA DR	1,112,000	1,112,000							
WETLANDS MITIG/REFORESTATION	375,000	275,000	100,000						
UTILITY RELOCATION (7-15%)	1,968,638	1,152,638	200,000	616,000					
MATERIAL TESTING/ INSPECTION (3%)	900,082	637,252		262,830					
CONSTRUCTION MANAGEMENT	470,000	200,000		270,000					
CONTINGENCIES (10%)	3,000,044	2,123,890		876,154					
<b>TOTAL COSTS</b>	<b>47,953,386</b>	<b>40,466,836</b>	<b>450,000</b>	<b>7,036,550</b>					

Funding Schedule									
BONDS	36,729,391	36,429,391	300,000						
TRANSFER TAXES	275,200	275,200							
IMPACT FEES - ROADS	3,057,905	2,757,905	150,000	150,000					
IMPACT FEES-SCHOOLS	6,886,550			6,886,550					
PAY-GO	459,340	459,340							
STATE FUNDS									
FEES IN LIEU/MITIGATION	545,000	545,000							
<b>TOTAL FUNDS</b>	<b>47,953,386</b>	<b>40,466,836</b>	<b>450,000</b>	<b>7,036,550</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS (HIGHWAY DIVISION)	62,832		30,000			
UTILITIES (COUNTY HWYS ELECTRIC)	12,798	5,500	5,500			
<b>TOTAL COSTS</b>	<b>75,630</b>	<b>5,500</b>	<b>35,500</b>			

<b>Project Title</b> Modified Seal Surface Treatment	<b>Project Number</b> HW-1902	<b>Classification</b> Highways
<b>Project Description</b> Seal lower volume (less than 2,000 ADT) roadways throughout the County, with an aggregate modified single surface treatment and crack sealing. Modified seal replaced the slurry seal and surface treatment programs. The application extends the road's service life approximately four (4) to eight (8) years. Crack sealing (\$2.97 / pound) and re-striping (\$0.052 / lineal feet) is also funded under this project. Modified Seal uses an emulsion that is rapid setting, which allows traffic to be placed quickly back on the roadway. The mix seals old, cracked, oxidized pavement and can help extend service life of existing pavements. The potential for citizen complaints related to loose aggregate in residential areas has been significantly reduced through the use of the modified surface treatment program in lieu of the standard surface treatment. Program is typically used on low volume collector roadways (not usually within neighborhoods). The contract price for this application is \$1.635/square yard (varied from \$1.39/square yard to \$169/square yard in the past 5 years). Approximately 35-40 miles of road are now sealed throughout the County on an annual basis.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1                 </p>
<b>Discussion of Operating Budget Impact</b> There are no significant impacts to the operating budget anticipated.		


Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	4,828,000	604,000	704,000	704,000	704,000	704,000	704,000	704,000	
DEMOLITION									
INSPECTION/TESTING									
UTILITIES									
OTHER (CRACKSEALING)	200,000	20,000	30,000	30,000	30,000	30,000	30,000	30,000	
OTHER (BERM REMOVAL)	710,000	50,000	110,000	110,000	110,000	110,000	110,000	110,000	
<b>TOTAL COSTS</b>	<b>5,738,000</b>	<b>674,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	

**Funding Schedule**

BONDS									
TRANSFER TAXES	5,568,000	674,000	674,000	844,000	844,000	844,000	844,000	844,000	
IMPACT FEES									
PAY-GO	170,000		170,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>5,738,000</b>	<b>674,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	<b>844,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Mt. Wolfe Roundabout	<b>Project Number</b> HW-2002	<b>Classification</b> Highways
<b>Project Description</b> Construction of a roundabout at the intersection of Mt. Wolfe Road and Triangle Drive (private road) in Charlotte Hall, MD. In conjunction with development of the roundabout, the developer and owner of Triangle Drive has proposed donating the roadway to the County. Planned development of Tractor Supply at the vacant corner of the Mt. Wolfe Intersection resulted in the need to move construction of the roundabout forward. The developer will provide the easements, contacts, and exhibits for development of the roundabout via an adequate public facilities contribution/set aside and contribution of land-Triangle Drive. Estimated project completion for Mount Wolfe, inclusive of acquisition, is the 3rd quarter of calendar year 2020.		 <p data-bbox="818 705 1292 735"><b>Compliance With Comprehensive Plan Section</b></p>
<b>Discussion of Operating Budget Impact</b> Stormwater Maintenance (grass cutting/mulch) \$5-6000/year		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING / SURVEY	10,000		10,000						
LAND ACQUISITION	3,000		3,000						
CONSTRUCTION / SITE WORK	369,200		369,200						
INSPECTION / TESTING	26,466		26,466						
UTILITY RELOCATION	76,440		76,440						
CONTINGENCY	38,000		38,000						
<b>TOTAL COSTS</b>	<b>523,106</b>		<b>523,106</b>						

Funding Schedule									
BONDS	523,106		523,106						
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>523,106</b>		<b>523,106</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Stormwater Management Maintenance (MS4 permit)	5,000					
<b>TOTAL COSTS</b>	<b>5,000</b>					


<b>Project Title</b> Neighborhood Drainage Improvements and Rehabilitation	<b>Project Number</b> HW-2003	<b>Classification</b> Highways
<b>Project Description</b> Design and correct drainage deficiencies within the County. Will include MDE and SCD Permit acquisition. Project may include re-grading roadside channels, adding or increasing drainage pipe sizes, and redirecting runoff via overland flow or storm drain systems to an appropriate outfall location. Project could also include Storm Drain and SWM infrastructure improvements to the larger, older subdivisions such as Discovery. Design consultant JMT prepared a regional stormwater management study in 1999 which identified subdivisions with drainage issues and now additional areas have been recognized by the implementation of the 311 program. The proposal for creating this project is in response to citizen complaints where detailed design work is necessary due to critical grading, slopes, and site limitations are present. Approved monies will be used to further assess community drainage in communities(i.e. Golden Beach, St. Clements Shores, Tall Timbers, and Governmental Center) Golden Beach Subdivision Phase 1 Estimated Completion Date:8/31/2020FY 20 Golden Beach Subdivision Phase 2 Estimated Completion Date:12/31/2021FY 21 St. Clements Shores Estimated Completion Date:8/31/2022FY 22 Tall Timbers Estimated Completion Date:12/31/2023FY 23		<b>Compliance With Comprehensive Plan Section</b> 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic benefit, and environmental stewardship. P.11-1
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025		
ENGINEERING/SURVEY	1,100,000		200,000	200,000	200,000	200,000	200,000	150,000	150,000	
CONSTRUCTION	2,100,000		350,000	350,000	350,000	350,000	350,000	350,000	350,000	
PROPERTY/EASEMENT ACQU	150,000		25,000	25,000	25,000	25,000	25,000	25,000	25,000	
UTILITY RELOCATION	100,000			20,000	20,000	20,000	20,000	20,000	20,000	
CONTINGENCIES	140,000		15,000	25,000	25,000	25,000	25,000	25,000	25,000	
<b>TOTAL COSTS</b>	<b>3,590,000</b>		<b>590,000</b>	<b>620,000</b>	<b>620,000</b>	<b>620,000</b>	<b>620,000</b>	<b>570,000</b>	<b>570,000</b>	

Funding Schedule										
BONDS	3,590,000		590,000	620,000	620,000	620,000	620,000	570,000	570,000	
TRANSFER TAXES										
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
<b>TOTAL FUNDS</b>	<b>3,590,000</b>		<b>590,000</b>	<b>620,000</b>	<b>620,000</b>	<b>620,000</b>	<b>620,000</b>	<b>570,000</b>	<b>570,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
SWM Maintenance		5,000	5,000	5,000	5,000	5,000
<b>TOTAL COSTS</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>



<b>Project Title</b> Patuxent Park Neighborhood Preservation Program	<b>Project Number</b> HW-0803	<b>Classification</b> Highways
<b>Project Description</b> Project includes the infrastructure improvements to the Patuxent Park Subdivision in conjunction with preservation and revitalization efforts in the immediate area, which will provide new and/or reconstructed infrastructure (sidewalks, curb & gutter, storm drainage, SWM and street improvements) in areas where substandard, deteriorated, or no infrastructure exists. Patuxent Park Subdivision is one of the oldest subdivisions in the County and was constructed in 1948. Upgrades include approximately 16,100 linear feet of roadways and are planned in several phases. Section 1: Construction completed August 2010; Section 2: Construction completed July 2015; Sections 3 and 4: Design completion Summer 2016. Section 4: construction completed Fall 2017; Section 3: Construction began (NTP) in summer of 2018 and completion estimated in spring 2019. Section 5: Design began in summer 2017, with construction anticipated fall 2019.		
<b>Discussion of Operating Budget Impact</b> There will be an undefined savings in road maintenance costs due to a reduction in repairs to the substandard roadway features. This savings will be partially offset by an increase in stormwater management		<b>Compliance With Comprehensive Plan Section</b> 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING/SURVEY	894,500	894,500							
RECONSTRUCTION	12,765,969	7,669,969	5,096,000						
CONSTR MGMT/STAKEOUT	4,925	4,925							
INSPECTION/MATERIAL TESTING	404,402	116,402	288,000						
UTILITIES (4%)	276,000	100,000	176,000						
CONTINGENCIES/INCIDENTALS	594,627	154,627	440,000						
LAND/PROPERTY ACQ.	90,000	90,000							
<b>TOTAL COSTS</b>	<b>15,030,423</b>	<b>9,030,423</b>	<b>6,000,000</b>						

**Funding Schedule**

BONDS	13,353,500	7,353,500	6,000,000						
TRANSFER TAXES	1,226,923	1,226,923							
IMPACT FEES									
PAY-GO	400,000	400,000							
STATE FUNDS	50,000	50,000							
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>15,030,423</b>	<b>9,030,423</b>	<b>6,000,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
STORMWATER MANAGEMENT MAINTENANCE	14,500	5,000				
<b>TOTAL COSTS</b>	<b>14,500</b>	<b>5,000</b>				

<b>Project Title</b> Pegg Road Sidewalk Retrofit	<b>Project Number</b> HW-2102	<b>Classification</b> Highways
<b>Project Description</b> Project includes sidewalk retrofit and associated storm drain replacement if necessary, utility relocation to allow for the compliance of ADA requirements. The limits of the project are from MD 235 to the future HUD housing site, approximately 2100 linear feet on the east side of Pegg Road. Will include design engineering, surveying, construction, inspection and as-builts if necessary. May include any possible overlay paving of the road section within the project area if need arises for drainage purposes. An estimated completion date for this project is not provided as the timing of this project will be driven by the timing of the proposed HUD housing project.		<b>Picture Not Available</b>
		<b>Compliance With Comprehensive Plan Section</b> 11.5.2.A.i Provide safe, efficient, economical roads which support community revitalization, economic benefit, and environmental stewardship. P.11-1.
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING/SURVEY	100,000			100,000					
LAND ACQUISITION	20,000				20,000				
CONSTRUCTION / SITEWORK	250,000				250,000				
CONSTRUCTION MGMT/INSPECTION	25,000				25,000				
INSPECTION / TESTING	5,000				5,000				
UTILITY RELOCATION	25,000				25,000				
CONTINGENCIES	37,500				37,500				
AS-BUILT	10,000					10,000			
<b>TOTAL COSTS</b>	<b>472,500</b>			<b>100,000</b>	<b>362,500</b>	<b>10,000</b>			

**Funding Schedule**

BONDS	472,500			100,000	362,500	10,000			
IMPACT FEES									
STATE FUNDS									
TRANSFER TAXES									
<b>TOTAL FUNDS</b>	<b>472,500</b>			<b>100,000</b>	<b>362,500</b>	<b>10,000</b>			

**Operating Impacts**

	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
ROADWAY MAINTENANCE COSTS			4,125			
<b>TOTAL COSTS</b>			<b>4,125</b>			

<b>Project Title</b> Regional Water Quality & Nutrient Removal	<b>Project Number</b> HW-1201	<b>Classification</b> Highways
<b>Project Description</b> This project provides the basic planning and implementation funding necessary to implement the federally mandated National Pollution Discharge Elimination System (NPDES) Phase II (MS-4) permit and Phases 2 & 3 Chesapeake Bay Waterway Implementation Plan (WIP). The MS-4 permit was issued on April 27th 2018, and became effective on October 31, 2018. The county is required to begin development of the programs necessary to meet the Permit requirements. After an assessment of the extent and amount of impervious area requiring storm water mitigation, water quality practices will be required to be performed to provide treatment of the first inch of runoff. Other offsetting strategies will also be evaluated for implementation. The funds will be used for projects that obtain/demonstrate compliance with those permit requirements. Compliance may require additional stormwater management projects, such as those funded by the related HW-1508, Water Quality and Nutrient Removal Grant.		
		<b>Compliance With Comprehensive Plan Section</b> 7.9.1.A.i Develop a comprehensive water quality protection framework for both point and nonpoint sources of pollution. P. 7-30
<b>Discussion of Operating Budget Impact</b> Estimated NPDES requirements can result in approximately \$250,000 to \$236,000 in additional operating costs per year based initial scoping (i.e. for on-going management programs and personnel and such maintenance activities as inlet cleaning, vacuum truck, outfall cleaning, public education programs, etc.). Future funding may require jurisdictions to assess a Local Stormwater Management Utility Fee as required by approved HB 987 and		


Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	2,671,725	2,636,725	35,000						
GIS IMPLEMENTATION/ANALYSIS	85,000	85,000							
CONSTRUCTION	200,000	200,000							
TMDL IDENTIFICATION	70,000	50,000	20,000						
DISCHARGE CHARACTERIZATION	32,486	32,486							
MANAGEMENT PROGRAM	100,000	100,000							
PHASE 2 WIP RETROFIT CONSTRUCTION	9,222,744		1,775,501	1,459,956	1,474,556	1,489,301	1,504,194	1,519,236	
<b>TOTAL COSTS</b>	<b>12,381,955</b>	<b>3,104,211</b>	<b>1,830,501</b>	<b>1,459,956</b>	<b>1,474,556</b>	<b>1,489,301</b>	<b>1,504,194</b>	<b>1,519,236</b>	

**Funding Schedule**

	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
BONDS	11,853,727	2,575,983	1,830,501	1,459,956	1,474,556	1,489,301	1,504,194	1,519,236
TRANSFER TAXES	495,742	495,742						
IMPACT FEES								
PAY-GO	32,486	32,486						
STATE FUNDS								
FEDERAL FUNDS								
OTHER SOURCES								
<b>TOTAL FUNDS</b>	<b>12,381,955</b>	<b>3,104,211</b>	<b>1,830,501</b>	<b>1,459,956</b>	<b>1,474,556</b>	<b>1,489,301</b>	<b>1,504,194</b>	<b>1,519,236</b>

**Operating Impacts**

	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES	60,000		15,000	15,000	15,000	15,000
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>	<b>60,000</b>		<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>


<b>Project Title</b> Retrofit Sidewalk Program	<b>Project Number</b> HW-1503	<b>Classification</b> Highways
<b>Project Description</b> Installation of new sidewalks in warranted locations along County roads and at County facilities; retrofit of existing sidewalks and ramps to comply with Americans with Disabilities (ADA) requirements, and major repairs of existing failed sidewalks. Includes compliance studies, design of improvements, update of transition plan, field inventory, and GIS database, and post construction compliance certification. South Shangri La Drive sidewalk project from Great Mills Road to Willows Road has been removed from this project and created as a separate project.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      11.5.2.A.i Construct sidewalk networks between neighborhoods, schools, parks and other activity nodes / centers. P. 11-10                 </p>
<b>Discussion of Operating Budget Impact</b> There are no significant impacts to the operating budget anticipated.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ASSESSMENT	20,000	20,000							
RETROFIT CONSTRUCTION	2,050,000	550,000	250,000	250,000	250,000	250,000	250,000	250,000	
UTILITIES									
EQUIPMENT									
DESIGN	190,000	30,000	35,000	25,000	25,000	25,000	25,000	25,000	
<b>TOTAL COSTS</b>	<b>2,260,000</b>	<b>600,000</b>	<b>285,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	

Funding Schedule									
BONDS	280,000	280,000							
TRANSFER TAXES	1,695,000	320,000		275,000	275,000	275,000	275,000	275,000	
IMPACT FEES									
PAY-GO	285,000		285,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,260,000</b>	<b>600,000</b>	<b>285,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Roadway Base Widening & Repair	<b>Project Number</b> HW-1507	<b>Classification</b> Highways
<b>Project Description</b> This project addresses a prioritized listing of existing County maintained roadways that are recommended for widening to meet the minimum eighteen (18) foot width requirement or are in need of extensive base repairs prior to overlay. The proposed improvements also include a prioritized listing of shoulder improvements to address traffic safety issues in areas where higher bicycle/horse carriage volumes have been observed, and to address the need for improved pedestrian / bicycle access. Projects will be prioritized based on need, function, traffic volumes, and safety considerations. A minimum qualifying / eligibility criteria was established (i.e. an ADT below 300) as not all roadways less than 18' in width need to be widened. Several inquiries from communities have been received as previously recorded subdivisions have building rights and are not required to meet current Adequate Public Facilities requirements for roads.		 <p data-bbox="812 703 1531 825"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1                 </p>
<b>Discussion of Operating Budget Impact</b> There are no significant impacts to the operating budget anticipated.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHEOLOGY/ENGINEERING	100,000	50,000	25,000	25,000					
LAND ACQUISITION									
CONSTRUCTION	815,000	573,500		241,500					
DEMOLITION									
INSPECTION/TESTING									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>915,000</b>	<b>623,500</b>	<b>25,000</b>	<b>266,500</b>					

Funding Schedule									
BONDS									
TRANSFER TAXES	890,000	623,500		266,500					
IMPACT FEES									
PAY-GO	25,000		25,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>915,000</b>	<b>623,500</b>	<b>25,000</b>	<b>266,500</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Roadway Safety Improvements	<b>Project Number</b> HW-1903	<b>Classification</b> Highways
<b>Project Description</b> Grading, tree removal, cut and fill operations, intersection safety / capacity improvements, guardrail installation/upgrade, utility relocations, extending the length of drainage culverts etc., to reduce the potential and severity of roadway run-off collisions. Traffic calming projects to improve safety and the quality of life in neighborhoods. Installation of special traffic control devices such as rumble strips, raised pavement markings, etc. to improve motorist warning safety . Minor intersection realignments/improvements to improve safety and traffic operations. Sight distance improvements and removal of other roadside hazards are necessary to assure highway safety is maintained.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1                 </p>
<b>Discussion of Operating Budget Impact</b> There are no significant impacts to the operating budget anticipated.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	80,000		40,000		40,000				
LAND ACQUISITION									
CONSTRUCTION	335,000	260,000	25,000	25,000	25,000				
GUARDRAIL ENDSECTION RETRO	200,000		100,000	100,000					
INSPECTION/TESTING									
UTILITIES									
EQUIPMENT									
<b>TOTAL COSTS</b>	<b>615,000</b>	<b>260,000</b>	<b>165,000</b>	<b>125,000</b>	<b>65,000</b>				

**Funding Schedule**

BONDS									
TRANSFER TAXES	590,000	260,000	140,000	125,000	65,000				
IMPACT FEES									
PAY-GO	25,000		25,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>615,000</b>	<b>260,000</b>	<b>165,000</b>	<b>125,000</b>	<b>65,000</b>				


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
<b>TOTAL COSTS</b>						

<b>Project Title</b> South Shangri-La Drive Sidewalk Retrofi	<b>Project Number</b> HW-2004	<b>Classification</b> Highways
<b>Project Description</b> Project includes sidewalk retrofit and associated storm drain replacement if necessary, utility relocation to allow for the compliance of ADA requirements. The limits of the project are from MD 246 to Willows Road. Will include design engineering, surveying, construction, inspection and as-builts if necessary. May include any possible overlay paving of the road section within the project area if need arises for drainage purposes.		
		<b>Compliance With Comprehensive Plan Section</b> 11.5.2.A.i Provide safe, efficient, economical roads which support community revitalization, economic benefit, and environmental stewardship. P.11-1
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING / SURVEY	100,000		100,000						
LAND ACQUISITION	30,000			30,000					
CONSTRUCTION / SITEWORK	500,000			250,000	250,000				
CONSTRUCTION INSPECTION	25,000			12,500	12,500				
MATERIAL TESTING/INSPECTION	15,000			7,500	7,500				
UTILITY RELOCATION	50,000			25,000	25,000				
CONTINGENCIES	75,000			37,500	37,500				
AS-BUILT	15,000				15,000				
<b>TOTAL COSTS</b>	<b>810,000</b>		<b>100,000</b>	<b>362,500</b>	<b>347,500</b>				

Funding Schedule									
BONDS	810,000		100,000	362,500	347,500				
IMPACT FEES									
STATE FUNDS									
TRANSFER TAXES									
<b>TOTAL FUNDS</b>	<b>810,000</b>		<b>100,000</b>	<b>362,500</b>	<b>347,500</b>				

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025


<b>Project Title</b> Southampton Neighborhood Revitalization	<b>Project Number</b> HW-2001	<b>Classification</b> Highways
<b>Project Description</b> Project includes the infrastructure improvements to the Southampton Subdivision (formerly Patuxent Heights) in conjunction with preservation and revitalization efforts in the immediate area, which will provide new and/or reconstructed infrastructure (sidewalks, curb & gutter, storm drainage, and street improvements) for over 6,700 linear feet of existing roadways where substandard, deteriorated, or no infrastructure exists. Upgrades include approximately 6,715 linear feet of roadways that are anticipated to be designed at one time, but constructed in several phases. Reconstruction costs for the rehabilitation work are based on experience with the Patuxent Park Neighborhood Preservation Program project. Phase 1 includes a portion of Lincoln Avenue and Southampton Drive, Bristol Avenue, and Windsor Drive (2,165 linear feet) with construction funding in FY2022. Phase 2 includes a portion of Lincoln Avenue and Southampton Drive, Cambridge Avenue, Brighton Avenue (2,364 linear feet ) with construction funding in FY2024. Phase 3, formerly known as Carver Heights, includes a portion of Lincoln Avenue and Thurman Davis Lane (2,186 linear feet) with construction funding in FY2026.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1                 </p>
<b>Discussion of Operating Budget Impact</b> There will be an undefined savings in road maintenance costs due to a reduction in repairs to the substandard roadway features. The savings will be partially offset by an increase in maintenance of stormwater management devices/facilities.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING/SURVEY (3 PHASES)	725,220		725,220						
CONSTRUCTION	6,043,500				1,948,500		2,127,600		1,967,400
UTILITY RELOCATION (7%)	423,045				136,395		148,932		137,718
MATERIAL TESTING/INSPECTION (3%)	181,305				58,455		63,828		59,022
CONTINGENCIES(10%)	604,350				194,850		212,760		196,740
PROPERTY/EASEMENT ACQUISITION	60,000			60,000					
<b>TOTAL COSTS</b>	<b>8,037,420</b>		<b>725,220</b>	<b>60,000</b>	<b>2,338,200</b>		<b>2,553,120</b>		<b>2,360,880</b>

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	8,037,420		725,220	60,000	2,338,200		2,553,120		2,360,880
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>8,037,420</b>		<b>725,220</b>	<b>60,000</b>	<b>2,338,200</b>		<b>2,553,120</b>		<b>2,360,880</b>

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE &EQUIPMENT						
SWM MAINTENANCE				5,000	5,000	10,000
<b>TOTAL COSTS</b>				<b>5,000</b>	<b>5,000</b>	<b>10,000</b>



<b>Project Title</b> Street Lighting & Streetscape Improvements	<b>Project Number</b> HW-1404	<b>Classification</b> Highways
<b>Project Description</b> Provide and conduct major maintenance of neighborhood safety /security lighting, street tree plantings, and other streetscape improvements (street trees, sidewalk benches, crosswalk pavers, specialized signage etc.) along designated County roadways and in established priority funding areas, Village / Town Centers, Development Districts and approved Master Plans (i.e. Lexington Park). Project may also include the development of public/private partnerships for streetscape improvements by the Department of Economic Development. Address priority safety / security lighting needs along County roadways as identified by citizen requests, Sheriff patrols, traffic studies, etc. to help improve public safety and deter criminal activity. Retrofit existing County maintained street lighting to LED. Lighting projects are usually installed and billed by SMECO, on an individual basis. May also include existing FDR Boulevard from M235 to MD4 which currently does not have street lighting.		 <p data-bbox="812 703 1531 787"><b>Compliance With Comprehensive Plan Section</b> 9.1.1.D Revitalize established business and commercial centers in designated growth areas. P. 9-7</p>
<b>Discussion of Operating Budget Impact</b> Cost for electric service and maintenance is approximately \$19-\$20 per light per month. For LED 80 Watt retrofits, the operating cost is only about \$4.50 per light per month		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	45,000		45,000						
LAND ACQUISITION									
CONSTRUCTION	555,000	180,000	60,000	255,000	60,000				
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>600,000</b>	<b>180,000</b>	<b>105,000</b>	<b>255,000</b>	<b>60,000</b>				

Funding Schedule									
BONDS									
TRANSFER TAXES	540,000	120,000	105,000	255,000	60,000				
IMPACT FEES									
PAY-GO	60,000	60,000							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>600,000</b>	<b>180,000</b>	<b>105,000</b>	<b>255,000</b>	<b>60,000</b>				


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES (electric)		4,800				
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>4,800</b>				

<b>Project Title</b> Transportation Plan Update	<b>Project Number</b> HW-2005	<b>Classification</b> Highways
<b>Project Description</b> An update is needed for the county-wide transportation plan. This funding would allow a targeting of the aspects of the plan through data analysis and public meetings, drafting changes that can be quickly done, and scoping other updates to specific components in a coordinated manner. That work would allow a targeted search for potential grants and coordination with LUGM in their advanced planning and zoning code updates. Out-year funding will develop further specifics.		Picture Not Available
<b>Compliance With Comprehensive Plan Section</b>		
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	60,000		40,000	20,000					
<b>TOTAL COSTS</b>	<b>60,000</b>		<b>40,000</b>	<b>20,000</b>					

Funding Schedule									
BONDS									
TRANSFER TAXES	20,000			20,000					
IMPACT FEES									
PAY-GO	40,000		40,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>60,000</b>		<b>40,000</b>	<b>20,000</b>					


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025

<b>Project Title</b> Agriculture Land Preservation Programs	<b>Project Number</b> AP-1701	<b>Classification</b> Land Conservation
<b>Project Description</b> Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources.  A. The County provides matching funds for the Maryland Agriculture Land Preservation Foundation Program. Each year the Maryland Agricultural Land Preservation Foundation (MALPF) requests the amount of matching funds the County has available to commit to the MALPF program. The State has a general allotted amount of \$658,380 available to every County. In the matching funds program, for every dollar the County allocates, the State matches it with \$1.50 up to a maximum of \$2,000,000. When the State provides this level of matching funds and there is a demand for the program the County expects to continue to provide the maximum amount of matching funds to leverage the most state dollars.  B. The County also provides matching funds for the Rural Legacy Program through CIP AP-1702.		 <p data-bbox="820 703 1518 766"><b>Compliance With Comprehensive Plan Section</b> 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
EASEMENT ACQUISITION	27,466,664	7,466,666	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333
LAND ACQUISITIONS									
CONSULTING									
INSPECTION									
DIRECT VENDOR PAY									
<b>TOTAL COSTS</b>	<b>27,466,664</b>	<b>7,466,666</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>

Funding Schedule									
TRANSFER TAXES	3,266,578	586,654	446,654	446,654	446,654	446,654	446,654	446,654	446,654
AG/RECORDATION	4,215,202	1,215,202	500,000	500,000	500,000	500,000	500,000	500,000	500,000
AG/TRANSFER	340,000	100,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
CIGARETTE RESTITUTION FUNDS	2,773,432	693,358	346,679	346,679	346,679	346,679	346,679	346,679	346,679
FOREST CONSERVATION FEE	71,452	71,452							
STATE FUNDS	16,800,000	4,800,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
<b>TOTAL FUNDS</b>	<b>27,466,664</b>	<b>7,466,666</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Rural Legacy Program	<b>Project Number</b> AP-1702	<b>Classification</b> Land Conservation
<p><b>Project Description</b> Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources.</p> <p>A). The County provides matching funds for the Rural Legacy Program. Southern Maryland Resource &amp; Conservation Development (RC&amp;D), United States Navy, Maryland Department of Natural Resources and St. Mary's County Government are co-sponsors of the Rural Legacy project in the Mattapany Rural Legacy Area. St. Mary's County has prioritized funding for the Mattapany Rural Legacy Area (RLA). The Patuxent Tidewater Land Trust (PTLT), Maryland Department of Natural Resources and St. Mary's County Government are co-sponsors of the Rural Legacy project in the Huntersville Rural Legacy Area;</p> <p>B). In the Mattapany RLA, the County is matching 25%, DNR is matching 25%, and REPI is matching 50% of the total easement cost. Easements are held in perpetuity;</p> <p>C). The County also provides matching funds for the Maryland Agriculture Land Preservation Foundation Program through CIP AP-1701.</p>		
		<p><b>Compliance With Comprehensive Plan Section</b> 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26</p>
<p><b>Discussion of Operating Budget Impact</b></p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
EASEMENT ACQUISITION	36,221,492	9,607,352	5,614,140	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	
LAND ACQUISITION									
CONSULTING									
INSPECTION									
DIRECT VENDOR PAY									
<b>TOTAL COSTS</b>	<b>36,221,492</b>	<b>9,607,352</b>	<b>5,614,140</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	

Funding Schedule									
TRANSFER TAXES	8,569,980	1,916,445	1,403,535	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	
RECORDATION TAX	314,798	314,798							
AG TAX	50,000	50,000							
CIGARETTE RESTITUTION FUNDS	1,538,339	1,538,339							
FOREST CONSERVATION FEE	50,000	50,000							
STATE FUNDS	8,566,125	1,912,590	1,403,535	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	
FEDERAL FUNDS	17,132,250	3,825,180	2,807,070	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000	
<b>TOTAL FUNDS</b>	<b>36,221,492</b>	<b>9,607,352</b>	<b>5,614,140</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> South Sandgates Revetment	<b>Project Number</b> MA-1802	<b>Classification</b> Marine
<b>Project Description</b> Design and construct approximately 200-400 feet of living shoreline along the South Sandgates Road/ Patuxent River waterfront to provide the needed shore erosion protection to the County maintained road. Project consists of the design and installation of living shoreline along the actively eroding shoreline adjacent to existing South Sandgates Road. Supplemental beach grass plantings at the existing fringe marsh as well as critical area planting mitigation will be performed as required. The FY2019 construction costs are based on the FY2013 \$500 per linear foot cost and are escalated at 2.5% to FY2019 (\$580 / linear foot). The projected cost is subject to further increase due to the wave climate at this site as compared to the prior site. The Department of Natural Resources (DNR) Shore Erosion Control Program may have funds available for non-structural shoreline erosion control projects on public lands. DNR usually provides this funding as a no/low interest loan. This road is a loop road that provides a detour route during MD 235 closures beyond the affected portion of the roadway, as well as alternate emergency vehicular access, and as such is not eligible for MEMA funding. Prior to approval of State funding, the budget includes \$25,000 of local funding for emergency repairs.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      5.9.1 Facilitate and manage installation of shoreline erosion control measures.P. 5-18                 </p>
<b>Discussion of Operating Budget Impact</b> No effect.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	45,000	20,000	25,000						
LAND ACQUISITION									
CONSTRUCTION	575,790	116,000	459,790						
INSPECTION	9,300	9,300							
DMP SITE LEASE									
CRITICRITICAL AREA MITIGATION	15,000	15,000							
EMERGENCY REPAIRS	25,000		25,000						
<b>TOTAL COSTS</b>	<b>670,090</b>	<b>160,300</b>	<b>509,790</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	25,000		25,000						
STATE FUNDS	645,090	160,300	484,790						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>670,090</b>	<b>160,300</b>	<b>509,790</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL AND OIL						
<b>TOTAL COSTS</b>						




<b>Project Title</b> St. Jerome's Creek Jetties	<b>Project Number</b> MA-1101	<b>Classification</b> Marine
<b>Project Description</b> Provide long term corrective measures to address channel shoaling of sediment transport/deposition from north and south of the inlet requiring dredging of the federal navigation channel/County Southern Prong. Prior approved funding of a feasibility study yielded many concepts, none of which were economically feasible. Project MA-0401 was completed in 2006, dredging 66,000 cubic yards and lease of Dredge Material Placement (DMP) site. Bathymetric data collected by the Army Corps of Engineers (ACoE) modeled shoaling, wave, littoral drift patterns, shoaling rates and channel elevation data between 1991-2009 to determine most effective option(s). Improving navigation, auxiliary structures and private property impacts were included as a part of the analysis. Initial estimate based on parallel jetties, 50-year maintenance by the ACoE. Project is 90% Federal Funding and 10% local funding. However, MD DNR could fund County's share through an eligible grant. DMP site lease is 100% County responsibility. Sec 107 Federal program funding limits are \$10M threshold. Costs above Continuing Authorities Program (CAP) Sec 107 funding limit of \$10M, must be funded by the County. 6 year extension to DMP site used during the prior dredge executed by the CSMC on December 4, 2012, with another extension due to begin in November 2018 for a minimum of 6 years. \$450,000 anticipated County cost for close-out of the DMP site. DMP sites are a 100% local responsibility. Project MA1702 funded an emergency dredge of the Federal Channel in December 2017.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 5.9.1 Facilitate and manage installation of shoreline erosion control measures.P. 5-18

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
COMPLETE FEASIBILITY STUDY	378,250	43,250	167,500	167,500					
PLANS & SPECIFICATIONS									
LAND ACQUISITION/LERRD									
CONSTRUCTION OF JETTIES	9,596,754	4,798,377				4,798,377			
US TREASURY PAYBACK									
DMP SITE LEASE/CLOSEOUT	1,155,000	705,000							450,000
<b>TOTAL COSTS</b>	<b>11,130,004</b>	<b>5,546,627</b>	<b>167,500</b>	<b>167,500</b>		<b>4,798,377</b>			<b>450,000</b>

Funding Schedule										
BONDS	1,509,838	1,059,838								450,000
TRANSFER TAXES	168,250	168,250								
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS	9,451,916	4,318,539	167,500	167,500		4,798,377				
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>11,130,004</b>	<b>5,546,627</b>	<b>167,500</b>	<b>167,500</b>		<b>4,798,377</b>				<b>450,000</b>


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL & OIL						
<b>TOTAL COSTS</b>						

<b>Project Title</b> St. Patrick Creek Maintenance Dredge	<b>Project Number</b> MA-1801	<b>Classification</b> Marine
<b>Project Description</b> Federal Navigation Maintenance Dredge Project through the U.S. Army Corps of Engineers (ACOE). Design is expected to begin in FY2017. A. Staff performed field visit in Spring of 2010 as per request of Colton's Point Marina to verify severe shoaling of navigation channel. B. Army Corps of Engineers December 2009 Conditions survey confirmed field visit findings. C. Army Corps of Engineers estimates 13,000-15,000 cubic yards of dredge material needs to be dredged. Would require 3 acre Dredge Material Placement (DMP) site or alternatively, the material could be used as beach replenishment nearby as suggested by the Corps. D. ACOE estimates \$140,000 for design and \$600,000 for dredge construction. Project will require a Dredge Material Placement (DMP) site. A DMP site lease is included as a project cost; with additional cost to close-out the site in the future (estimated \$100,000 prior to FY2020). DMP costs are a 100% County responsibility. E. Staff will apply for MD Dept. of Natural Resources Waterway Improvement Grant to acquire the DMP site lease assuming beach replenishment will not be selected. F. The Corps is currently evaluating two areas at the mouth of the Creek and at St. Catherine's Island as possible beach nourishment sites. If feasible, this would relieve the County of any fiscal participation in the project. G. A bathymetric and shoreline survey was completed by the Army Corps of Engineers in August 2016 in preparation of the design should the White's Neck Creek Dredge Project move forward.		
		<b>Compliance With Comprehensive Plan Section</b> 9.1.5 Encourage recreation oriented businesses.P. 9-10
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	140,000	140,000							
DMP SITE LEASE	100,000	100,000							
DREDGING	600,000		600,000						
INSPECTION									
DMP CLOSEOUT	100,000			100,000					
MAINTENANCE FEE(10%)									
<b>TOTAL COSTS</b>	<b>940,000</b>	<b>240,000</b>	<b>600,000</b>	<b>100,000</b>					

Funding Schedule									
BONDS									
TRANSFER TAXES	100,000			100,000					
IMPACT FEES									
PAY-GO									
STATE FUNDS	100,000	100,000							
FEDERAL FUNDS	740,000	140,000	600,000						
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>940,000</b>	<b>240,000</b>	<b>600,000</b>	<b>100,000</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL & OIL						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Adult Detention Center Upgrades, Housing and Medical Units	<b>Project Number</b> PF-1706	<b>Classification</b> Public Facilities
<b>Project Description</b> The Project includes: (1) The construction of a 64 bed housing unit to segregate the female population, provide swing space during the renovations, address average daily population issues, and provide some relief for future population growth. (2) The construction of a medical services unit which will include spaces for clinic , infirmary, and medical administration, new central control, and shell space. (3) Renovation of the vacated existing medical services area for Pre-trial Services office space and laundry services area. (4) Remaining upgrades identified in a prior PF 1405 project associated with HVAC and Security: Upgrading the HVAC system and heating / hot water upgrades to incorporate air-conditioning for improved air quality, staff working environment and inmate living conditions; flat roof and facility floor tile replacement; upgrade of electrical panels for the new HVAC system; kitchen floor replacement; replacement of special confinement cell doors / food chutes and food chute stainless steel upgrades to dayrooms. Security system biometric upgrades, replacement of the 1989 electronic locking control panels / mechanisms, full upgrade of the control booth consoles and central control as well as installation of IP based cameras. Anticipated project completion is June 2022.		 <p data-bbox="820 724 1518 808"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2                 </p>
<b>Discussion of Operating Budget Impact</b> The costs for the relocation of inmates during construction is \$150 per inmate / day. Starting in FY2020 -26-FTE's are phased in between FY2020 and FY2022 @ an estimated \$104,901 each. FY2021 reflects FTE's and operating impact expenses, based on input from the consultant 2-8-2018.		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
PLANNING/DESIGN	1,010,569	1,010,569							
CONSTRUCTION/SITE WORK	24,218,210		10,758,220	10,709,880	2,750,110				
CONST MGMT	1,402,220	542,000	340,780	269,550	249,890				
TOWN EDU IMPACT FEES	426,570			426,570					
HVAC COSTS (Housing Areas)	1,511,000		755,000	756,000					
<b>TOTAL COSTS</b>	<b>28,568,569</b>	<b>1,552,569</b>	<b>11,854,000</b>	<b>12,162,000</b>	<b>3,000,000</b>				

**Funding Schedule**

BONDS	14,194,363	731,284	5,504,079	6,459,000	1,500,000				
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	890,421	90,000	800,421						
STATE FUNDS	13,483,785	731,285	5,549,500	5,703,000	1,500,000				
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>28,568,569</b>	<b>1,552,569</b>	<b>11,854,000</b>	<b>12,162,000</b>	<b>3,000,000</b>				

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
PERSONNEL SERVICES -FTEs (\$104,901X26)	629,406	1,363,713	734,307			
INMATE MOVEMENT, TRANSPORTATION, CENTRAL BOOKING		86,400				
SECURITY POSTS, ACTING CAPACITY, KITCHEN, LAUNDRY		1,178,650				
TEMPORARY KITCHEN AND OFFICE SPACE		297,225				
UTILITIES (INCREASE FOR NEW HOUSING AND MEDICAL)		96,900				
EQUIPMENT AND TRANSPORTATION		5,836				
<b>TOTAL COSTS</b>	<b>629,406</b>	<b>3,028,724</b>	<b>734,307</b>			




<b>Project Title</b> Airport Improvements	<b>Project Number</b> PF-1809	<b>Classification</b> Public Facilities
<b>Project Description</b> The St. Mary's County Regional Airport project provides the airfield improvements identified in the Airport Master Plan to meet the current FAA standards for the Airport Reference Code (ARC) B-II (large). The current ARC is B-II (small). The change will allow larger aircraft to access the airfield. Under this project, the existing parallel taxiway will be relocated to provide the 240-ft separation to address wingspan criteria. Currently, the taxiway and runway separation is only 207-ft. This project will also extend the existing 4,150-ft runway by 1,200-ft to a new overall length of 5,350-ft to address approach speed criteria. The work includes the completion of the Environmental Assessment (2007) and Wetland Mitigation projects (2013). The projects listed are eligible for 90% Federal, 5% State & 5% County funding. All projects require FAA approval. The project also provides for utility and access road improvements and locally approved maintenance and repair projects that are not eligible for grant funding, which require County funding.		 <p data-bbox="820 703 1518 766"> <b>Compliance With Comprehensive Plan Section</b>                      11.4.4.A.i Continue to support the expansion of the airport. P. 11-7                 </p>
<b>Discussion of Operating Budget Impact</b> The County will need to maintain the new SWM infrastructure, pavement and lighting provided under this project. FY2020 expenses include Airport Road, Lawrence Hayden Road and Taxiway 'A' Relocation. FY 2021 expenses will include runway extension, and FY2022 expenses include new hangar/ramp construction. SWM annual maintenance costs estimated at \$9,000.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT / ENGINEERING	389,560	139,560	250,000						
PLANNING / SURVEY/ PLATS	100,000		100,000						
CONST. MGMT & INSPECTIONS	70,000	35,000				35,000			
OBSTRUCTION REMOVAL	1,000,000				1,000,000				
CONSTRUCTION - AIRFIELD	10,341,262	5,889,262	560,000	3,892,000					
CONSTRUCTION - HANGARS / BLDGS	1,100,000		500,000		600,000				
CONSTRUCTION - ROADS	4,848,655	1,348,655	3,500,000						
CONSTRUCTION - APRON & RAMP	4,772,626	462,626			4,310,000				
CONSTRUCTION - UTILITY & SITE	325,000			250,000		75,000			
MAINTENANCE & REPAIR	15,000				15,000				
OTHER	50,000			50,000					
<b>TOTAL COSTS</b>	<b>23,012,103</b>	<b>7,875,103</b>	<b>4,910,000</b>	<b>4,192,000</b>	<b>5,960,000</b>	<b>75,000</b>			

Funding Schedule									
BONDS	85,158	85,158							
TRANSFER TAXES	2,359,801	1,049,701		319,600	915,500	75,000			
IMPACT FEES									
PAY-GO	681,527	41,027	640,500						
STATE FUNDS	728,190	352,590	40,500	69,600	265,500				
FEDERAL FUNDS	19,157,427	6,346,627	4,229,000	3,802,800	4,779,000				
<b>TOTAL FUNDS</b>	<b>23,012,103</b>	<b>7,875,103</b>	<b>4,910,000</b>	<b>4,192,000</b>	<b>5,960,000</b>	<b>75,000</b>			

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES	9,000	9,000	9,000	1,000		
UTILITIES				16,000		
<b>TOTAL COSTS</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>17,000</b>		


<b>Project Title</b> Building Maintenance and Repair Projects - Critical	<b>Project Number</b> PF-2007	<b>Classification</b> Public Facilities
<b>Project Description</b> This program provides funds for major equipment replacement, deferred maintenance & repair projects, system upgrades and critical maintenance and major repair items to include: building envelope, mechanical, electrical, HVAC, roofing, alarm, and security systems. Projects typically require minimal use of architect/ engineering design services.		 <p data-bbox="824 730 1511 840"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
WINDOW REPLACEMENT	190,000		100,000					90,000	
ALARM SYSTEMS	60,000		60,000						
HVAC-CONST	710,000	240,000	175,000	200,000	55,000			40,000	
ROOF/GUTTER CONST	1,186,000	280,000	100,000	220,000	203,000	383,000			
SIDING/ EXTERIOR CONST									
EQUIPMENT/CONST	150,000				150,000				
OTHER (Unanticipated)	270,000	20,000	20,000	20,000	20,000	20,000	20,000	170,000	
<b>TOTAL COSTS</b>	<b>2,566,000</b>	<b>540,000</b>	<b>455,000</b>	<b>440,000</b>	<b>428,000</b>	<b>403,000</b>	<b>300,000</b>		

**Funding Schedule**

BONDS									
TRANSFER TAXES	2,566,000	540,000	455,000	440,000	428,000	403,000	300,000		
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,566,000</b>	<b>540,000</b>	<b>455,000</b>	<b>440,000</b>	<b>428,000</b>	<b>403,000</b>	<b>300,000</b>		


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025

<b>Project Title</b> Building Maintenance and Repair Projects - Programmatic	<b>Project Number</b> PF-2008	<b>Classification</b> Public Facilities
<b>Project Description</b> This program provides funds for minor programmatic construction & repair projects to include; carpet/tile replacement, interior painting, upgrades to partitions, exterior doors, entrance canopies, redecking, energy conservation measures & general maintenance items. Anticipated projects typically require no architect/engineering services. Based on need and the criteria outlined in the Division's Comprehensive Facilities Maintenance Plan and space needs planning. A Facilities Condition Assessment was completed in CY2014, which included a banding of priorities for funding consideration. Projects are prioritized and managed by the DPW&T Building Services Division. Long-term operating costs can manifest themselves in facilities in a variety of ways. The most visible is simple deferred maintenance, where systems, equipment and materials are not taken care of and they age or fail prematurely. This project attempts to address this need through a variety of capital projects. Remote programming / monitoring, lockdown capability, entrance controls, burglar alarms, video surveillance (\$1,300 per camera w/software) and panic button installations are typical applications. Estimated costs: Computerized HVAC panels & controls for facility - \$50,000 per facility; automated alert system - \$10,000 per facility; door retrofit or expand - \$1,000 per door; new security cards - \$10 each.		
<b>Compliance With Comprehensive Plan Section</b> 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1		
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
CONSTRUCTION	155,000	55,000	80,000	20,000					
CARPET/TILE REPLACEMENT	835,000		250,000	100,000		185,000	300,000		
PAINTING/CARPENTRY	380,000	140,000		160,000			80,000		
SAFETY/SECURITY	322,000	40,000	117,000		90,000	75,000			
EQUIPMENT (includes lighting)	258,000		28,000		230,000				
CODE COMPLIANCE	257,000	57,000	50,000	50,000	50,000	50,000			
OTHER CONTIGENCY	110,000	15,000	15,000	35,000	15,000	15,000	15,000		
PLANNING/DESIGN	100,000		50,000	50,000					
<b>TOTAL COSTS</b>	<b>2,417,000</b>	<b>307,000</b>	<b>590,000</b>	<b>415,000</b>	<b>385,000</b>	<b>325,000</b>	<b>395,000</b>		

Funding Schedule										
BONDS	590,000		590,000							
TRANSFER TAXES	1,827,000	307,000		415,000	385,000	325,000	395,000			
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
<b>TOTAL FUNDS</b>	<b>2,417,000</b>	<b>307,000</b>	<b>590,000</b>	<b>415,000</b>	<b>385,000</b>	<b>325,000</b>	<b>395,000</b>			

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025


<b>Project Title</b> Emergency Communications Center Expansion	<b>Project Number</b> PF-2002	<b>Classification</b> Public Facilities
<b>Project Description</b> Expand the Emergency Operations Center to account for additional mission requirements and greater space needs. The expansion includes approximately 2,360 SF, consisting of 1,000 SF for office and administrative space, 820 SF to increase the lobby area, and 540 SF to increase the conference room/EOC. New construction planning phase estimate for unit cost is \$630/SF, based upon a \$3,400,000 estimate to construct the Sheriff District 4 Office, which is 5,400 SF. The District 4 Office is similar in construction type. This equates to a preliminary planning phase estimate of construction cost at \$1,487,000. Utility relocation to move waterline and sewer line in front of building is estimated at \$75,000. Design and Construction Management costs are estimated to be \$100,000 each. Geotechnical engineering and other third-party testing is estimated at \$75,000. Additional furnishings and network infrastructure costs are estimated to be \$50,000 and \$65,000 respectively. A 20% planning phase contingency has been added, which will be revised accordingly as the project progresses.		 <p data-bbox="824 705 1511 785"><b>Compliance With Comprehensive Plan Section</b> 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	120,000		120,000						
CONSTRUCTION/SITE WORK	1,784,400				1,784,400				
CONSTRUCTION MANAGEMENT	120,000		50,000	70,000					
INSPECTION/TESTING	90,000			60,000	30,000				
FURNISHING/EQUIPMENT	60,000				60,000				
NETWORK INFRASTRUCTURE	78,000				78,000				
UTILITY RELOCATION	90,000			90,000					
<b>TOTAL COSTS</b>	<b>2,342,400</b>		<b>170,000</b>	<b>220,000</b>	<b>1,952,400</b>				

Funding Schedule									
BONDS	2,342,400		170,000	220,000	1,952,400				
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,342,400</b>		<b>170,000</b>	<b>220,000</b>	<b>1,952,400</b>				

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025

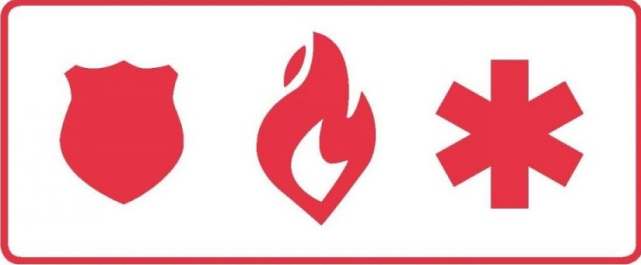


<b>Project Title</b> Facilities Master Plan Update	<b>Project Number</b> PF-2003	<b>Classification</b> Public Facilities
<b>Project Description</b> Update 2012 Facilities Study to link to the new on-line, web based Facilities Inventory. Incorporate both building and departmental requirements for renovation and replacement. Develop scope from study of existing plans and lessons learned from on-going facility planning undertakings including Sheriff's Office, Health Department, Northern Senior Center, and St. Clements Museum.		 <p data-bbox="821 705 1518 758"> <b>Compliance With Comprehensive Plan Section</b>                      St. Mary's Comprehensive Plan paragraph 1.2.5 Community Facilities                 </p>
<b>Discussion of Operating Budget Impact</b> Part of this work will identify energy saving other efficiency measures, reducing operating costs.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
Planning	100,000		100,000						
<b>TOTAL COSTS</b>	<b>100,000</b>		<b>100,000</b>						

Funding Schedule									
	Total Project	Prior Approval	Budget	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS									
TRANSFER TAXES	100,000		100,000						
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>100,000</b>		<b>100,000</b>						


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025

<b>Project Title</b> Fire & Rescue Revolving Loan Fund	<b>Project Number</b> PF-1906	<b>Classification</b> Public Facilities
<b>Project Description</b> Volunteer Fire Departments and Rescue Squads have submitted their plan for FY2020 to FY2025 which outlines the expected loan requests they will make from the Revolving Loan Fund maintained by the County.  FY 2020 Request-----2020-----2021-----2022-----2023-----2024 Leonardtown Fire-----500,000 Leonardtown Rescue-----295,000 Leonardtown Rescue-----105,000 Bay District Fire-----630,000 Ridge VRS-----160,000 7th District Fire-----600,000 Hollywood Rescue-----250,000 Second District---1,750,000 Hollywood Fire-----485,000  Total Requests---1,750,000 295,000 705,000 1,290,000 735,000		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING									
CONSTRUCTION	950,000	150,000	800,000						
LAND ACQUISITION									
INSPECTION									
DEMOLITION									
UTILITIES									
EQUIPMENT/ROLLING STOCK									
RENOVATION									
ROLLING STOCK									
<b>TOTAL COSTS</b>	<b>950,000</b>	<b>150,000</b>	<b>800,000</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES	950,000	150,000	800,000						
IMPACT FEES									
PAY-GO									
FEDERAL FUNDS									
OTHER SOURCES									
STATE FUNDS									
<b>TOTAL FUNDS</b>	<b>950,000</b>	<b>150,000</b>	<b>800,000</b>						

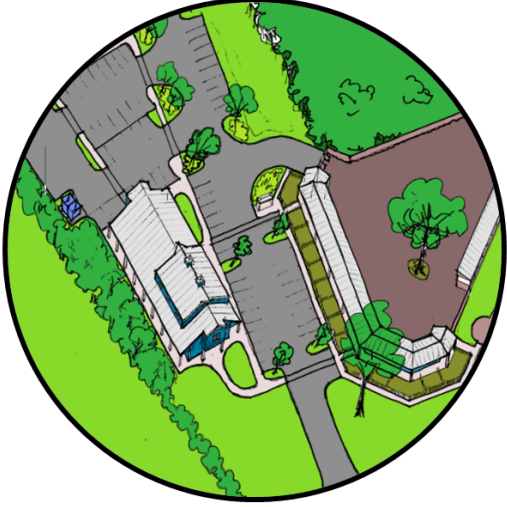
Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
FURNITURE & EQUIPMENT						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Health Department Renovations	<b>Project Number</b> PF-1904	<b>Classification</b> Public Facilities
<b>Project Description</b> Provide interior renovations of a portion of the existing facility to provide improved / more efficient public health services and direct clinical care. This will help address accreditation standards (i.e. National Public Health Accreditation Board), operational needs, and records management requirements associated with population growth and change in demographics. Project includes: (a) family consultation area (with central viewing);( b) clinical area for patient evaluation and treatment (lab, medical equipment storage, vaccination area, temperature controlled medical supply storage, direct patient care); (c) case management consultation rooms x4; (d) multifunction / integrated / consolidated front entrance and lobby area with waiting rooms/children's area; (e) computer kiosk terminals for public access, enrollment, and document acquisition; (f) community education room with restroom access for approximately 30 individuals; (g) vital, medical, case management, infectious disease, and environmental health records storage and management areas; (h) ADA accessibility upgrades to the facility may be required due to the extent of the renovation work (an evaluation of the facility was performed in January 2015 with minor modification completed). Renovation costs are based on \$185 per square foot		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.B Meet the existing and future demands of the population for community and social services. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b> The incremental costs are for the temporary relocation of the Health Clinic and patient case management services (e.g., WIC, Medicaid enrollment, infants & toddlers program, administrative care coordination, healthy families, healthy start, etc.) into temporary trailer facilities. The services require individual rooms where a staff member could have their office, space for consultation with the client, and often space for children accompanying the		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	472,950	282,000	190,950						
LAND ACQUISITION									
RENOVATION/RETROFIT	5,282,500			5,282,500					
CONDITION IMPROVEMENTS	255,000			150,500	104,500				
INSPECTION/CONSTR SERVICES	85,000			85,000					
EQUIPMENT (F&E and IT)	55,000			55,000					
OTHER (CONTINGENCIES ADN BONDS)	210,000			210,000					
<b>TOTAL COSTS</b>	<b>6,360,450</b>	<b>282,000</b>	<b>190,950</b>	<b>5,783,000</b>	<b>104,500</b>				

Funding Schedule									
BONDS	282,000	282,000							
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	6,078,450		190,950	5,783,000	104,500				
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>6,360,450</b>	<b>282,000</b>	<b>190,950</b>	<b>5,783,000</b>	<b>104,500</b>				

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES (moving)		5,000				
TRAILER FACILITY RENTAL (12 months)		75,000				
UTILITIES		10,000				
RECORDS STORAGE		4,000				
OTHER (Information Technology)						
<b>TOTAL COSTS</b>		<b>94,000</b>				


<b>Project Title</b> North County Farmers Market & Regional AG Center	<b>Project Number</b> PF-1805	<b>Classification</b> Public Facilities
<b>Project Description</b> Due to the traffic congestion created by the success of the Farmers Market at Charlotte Hall Library and the Three Notch Trail, the County purchased a 15 acre property on Thompsons Corner Road that is adjacent to the Three Notch Trail as a site for the relocation of the current produce market. The site is envisioned as a multi-use site that will accommodate a value-added market structure, a new produce market structure, a trail extension linking to the market site, parking, and public restroom facilities that would serve market the market facilities and trail users. The value-added structure would offer a commercial kitchen, a classroom, retail space and more to serve the region.		 <p data-bbox="812 730 1531 852"> <b>Compliance With Comprehensive Plan Section</b>                      9.1.3.B.iii Provide increase marketing opportunities for locally grown products. P. 9-8.                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
Engineering/Survey	61,392	50,000	11,392						
Appraisals/Sitework	508,000	5,000	503,000						
Construction/Sitework	1,160,832	256,832	904,000						
Construction Management	162,805		162,805						
Contingency	81,403		81,403						
Purchase related costs	133,380	133,380							
Trail extension	109,050		109,050						
Landscape buffers	50,000		50,000						
Equipment	30,000		30,000						
Land Acquisition	255,038	255,038							
<b>TOTAL COSTS</b>	<b>2,551,900</b>	<b>700,250</b>	<b>1,851,650</b>						

Funding Schedule									
TRANSFER TAXES	450,000	450,000							
BONDS	1,651,650		1,651,650						
IMPACT FEES									
PAY-GO									
STATE FUNDS	315,332	115,332	200,000						
FEDERAL FUNDS									
OTHER SOURCES	134,918	134,918							
<b>TOTAL FUNDS</b>	<b>2,551,900</b>	<b>700,250</b>	<b>1,851,650</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025




<b>Project Title</b> Parking and Site Improvements	<b>Project Number</b> PF-1605	<b>Classification</b> Public Facilities
<b>Project Description</b> Parking area improvements, security lighting, safety, drainage and perimeter fencing and regrading improvements, facility and directional signage (Governmental Center), concrete wheel stop replacement, curb, gutter and sidewalk repairs, landscaping / synthetic mulch and other exterior features at various County locations. Project may also include minor convenience center improvements, pothole / base repairs, crack sealing, painting and restriping, parking lot expansions / repaving, and additional STS solar and standard bus stop shelters. Prior Approval : Parking lot paving and restriping of portions of the Public Works, Oakville Convenience Center circulation, Clements Convenience Center concrete pad / asphalt repairs, Recreation and Parks, County Highways, Vehicle Maintenance & Inspections Maintenance Compounds - Est. cost: \$180,000. FY 2016 funding included: Garvey Senior Center, Charlotte Hall/Lexington Park Libraries, Chancellors Run Activity Center, Public Safety building perimeter grading and parking lot paving/seal coat, sidewalk repairs at Lexington Park Library and EOC. Est. cost: \$100,000. FY2017 funding included: Seal coat and restripe various parking lots: Courthouse, EOC, Potomac Building, Arnold Building, Charlotte Hall Welcome Center, Detention Center, old Lexington Park Library, Leonard Hall School, Board of Elections, old Carver Elementary School, Lexington Park and Charlotte Hall Libraries - Est cost: \$70,000.		 <p data-bbox="812 703 1531 829"><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
DESIGN/PLANNING	30,000	30,000							
CONSTRUCTION	464,500	264,500	200,000						
SEAL COAT & RESTRIPE	82,000	82,000							
MILL & REPAVE	215,000	80,000		135,000					
EQUIPMENT/LIGHTING	105,000	15,000				90,000			
OTHER -SITE REPAIRS	5,000	5,000							
<b>TOTAL COSTS</b>	<b>901,500</b>	<b>476,500</b>	<b>200,000</b>	<b>135,000</b>		<b>90,000</b>			

Funding Schedule									
BONDS									
TRANSFER TAXES	787,000	362,000	200,000	135,000		90,000			
IMPACT FEES									
PAY-GO	114,500	114,500							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>901,500</b>	<b>476,500</b>	<b>200,000</b>	<b>135,000</b>		<b>90,000</b>			

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
IMPACTON ANNUAL OPERATING BUDGET						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER (DESCRIBE SIGNIFICANT ITEMS)						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Public Administration Enterprise Software Upgrade	<b>Project Number</b> PF-1901	<b>Classification</b> Public Facilities
<b>Project Description</b> The current Superior (formerly H.T.E\Sungard) software was purchased in 1999 and has been upgraded numerous times over the past 18 years. The software is installed on the IBM AS-400 platform; the current hardware was upgraded in 2018. The project includes funding for additional hardware which would support a Windows Platform. The county utilizes a number of modules for all Public Administration and Community Services corporate applications. Modules to be upgraded include Budget, Accounts Payable, Accounts Receivable, Procurement, Payroll, Human Resources, Land Management, Permits, Code Enforcement, RecTrac, and Tax Collection. Best practices for a number of these modules have surpassed the capabilities of the existing software applications capabilities and significant technology enhancements have occurred in the last 18 years. Superior has a Windows platform that the county could migrate to that would significantly reduce cost and implementation time because of their intimate knowledge of both platforms. Current Information Technology staffing is based upon a single vendor Enterprise Solution operating on single server platform.		 <p><b>Compliance With Comprehensive Plan Section</b>                  4.5.4.B.vii.e.iv Develop plans to maintain and enhance levels of service for public safety.</p>
<b>Discussion of Operating Budget Impact</b> Since most of these modules are currently operational, the maintenance costs for the existing applications are likely to be comparable to any replacement application. However, the addition of an actual HR module will require additional software maintenance funding. Add one Information Technology support position.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING/SURVEY									
LAND ACQUISITION									
CONSTRUCTION/SITWORK									
FURNITURE & EQUIPMENT	200,000	200,000							
OTHER	2,800,000	800,000		2,000,000					
<b>TOTAL COSTS</b>	<b>3,000,000</b>	<b>1,000,000</b>		<b>2,000,000</b>					

**Funding Schedule**

BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	3,000,000	1,000,000		2,000,000					
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>3,000,000</b>	<b>1,000,000</b>		<b>2,000,000</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs		1				
PERSONAL SERVICES COSTS		88,000				
SOFTWARE MAINTENANCE						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>88,000</b>				

<b>Project Title</b> Public Safety Computer Aided Dispatch Replacement/Enhancement Project	<b>Project Number</b> PF-1909	<b>Classification</b> Public Facilities
<b>Project Description</b> The current Computer Aided Dispatch system was purchased in 1999. This software, produced by the Superior Corporation, is installed on the IBM AS-400 platform, which is scheduled for replacement in FY 2019. This software has been updated numerous times since implementation, but it is no longer meeting the needs of the end user community it supports. The manufacturer's support for this system will be phased out in 2019, requiring overall replacement. Enhancements have been developed or initiated externally to meet the needs of our users that our aging system cannot meet. Some of these systems are (NCIC, text paging, Active 911, etc.) Additionally, the CAD system replacement will be a public safety – multi - discipline solution (police, fire, emergency medical services & advanced life support) that will provide enhanced emergency services dispatching, information sharing, and increased effectiveness for each of the stakeholders in this project. This will improve the efficiency of communications specialists dispatching efficiency, recording of relevant data and dissemination of information to first responders. This will greatly assist public safety efforts in providing service to our community. During the process of identifying specific needs in preparation for writing the RFP, the Sheriff's Department has identified an additional need for an integrated Records Management System (RMS) that needs to be a part of the CAD program. This project has increased by 500,000 for the addition of the RMS.		 <p><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.A.vi Meet increasing health and public safety needs of the population. P.10-2</p>
<b>Discussion of Operating Budget Impact</b> Two Grade 9 FTE's (1-FY20, 1-FY21).		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING\SURVEY									
LAND AQUISITION									
CONSTRUCTION\SITE WORK									
FURNITURE & EQUIPMENT									
OTHER	2,500,000		2,500,000						
CONSULTING	85,000	85,000							
<b>TOTAL COSTS</b>	<b>2,585,000</b>	<b>85,000</b>	<b>2,500,000</b>						

**Funding Schedule**

BONDS									
TRANSFER TAXES									
PAY-GO	2,585,000	85,000	2,500,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,585,000</b>	<b>85,000</b>	<b>2,500,000</b>						

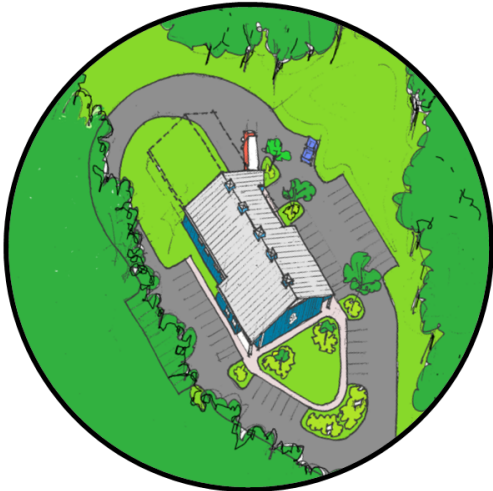
Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs	1	1				
PERSONAL SERVICES COSTS	88,000	88,000				
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>	<b>88,000</b>	<b>88,000</b>				

<b>Project Title</b> Radio System Upgrades	<b>Project Number</b> PF-2004	<b>Classification</b> Public Facilities
<b>Project Description</b> 1. School and Government Building Safety Enhancement: Enhance Radio Signal Strength in Selected School Buildings and other Government Buildings: Install Radio Signal Boosters (BDA's Bi Directional Antennas) in 14 buildings identified as having insufficient radio coverage. Cost \$2,500,000.00 2. Equipment Replacement: 1,250 portable radio batteries: Cost \$125,000.00 3. Software Hardware upgrade to our current Dispatch Consoles: Currently our dispatchers are using the Maestro radio consoles supplied from the Harris Radio Company. Cost: \$699,000.00. 4. Expansion of System capabilities: Marine Radio Band – Ridge site: Install VHF Band Frequency to enable direct communication with the Coast Guard. Currently our communication with the Coast Guard is with telephones talking from dispatcher to dispatcher. This will allow direct contact with Coast Guard Units. Cost: \$177,000.		<p><b>Picture Not Available</b></p>
		<p><b>Compliance With Comprehensive Plan Section</b></p>
<p><b>Discussion of Operating Budget Impact</b></p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
Equipment #1	2,500,000		2,500,000						
Equipment # 2	125,000		125,000						
Equipment #3	699,000			699,000					
Equipment #4	177,000			177,000					
<b>TOTAL COSTS</b>	<b>3,501,000</b>		<b>2,625,000</b>	<b>876,000</b>					

Funding Schedule									
BONDS	3,501,000		2,625,000	876,000					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>3,501,000</b>		<b>2,625,000</b>	<b>876,000</b>					


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025

<b>Project Title</b> Regional Meat Processing Facility	<b>Project Number</b> PF-2001	<b>Classification</b> Public Facilities
<b>Project Description</b> The County selected the 45.25 -acre Charlotte Hall Transfer Station site as the location for the Southern Maryland Finer Meats processing and training center components of the Regional Agricultural center. Site soils have been demonstrated on adjacent properties to be capable of accommodating a large capacity septic disposal system. An existing SHA-approved entrance provides tractor-trailer access to the site. The site is conveniently located less than 1 mile from the planned North County Farm Market and regional agriculture Center and is just over 4 miles from the new USDA slaughter house. The project provides the building shell with loading dock, interior spaces with durable, washable, interior finishes, plumbing (including floor drains & restrooms) mechanical and electrical utilities for a state-of-the-art facility for USDA certified meat processing and storage and an onsite butcher shop for wholesale and retail sales. The building shell will include installation of chill rooms/cold storage, carcass trolley system, cabinetry, storage systems and other fixed equipment. The county will coordinate with SMADC for layout and selection of fixed equipment, finishes and furnishings, for work spaces, storage areas, employee changing /break room, toilets, and onsite classroom space for teaching butchering, curing and smoking of meats. Site work will include, well, septic system, parking, loading spaces, landscaping and other site infrastructure.		 <p data-bbox="812 703 1531 827"> <b>Compliance With Comprehensive Plan Section</b>                      9.1.3.B.iii Provide increase marketing opportunities for locally grown products. P.9-8                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
Engineering/Survey	70,050		70,050						
Site Work (SHA Entrance)									
Site Work	87,000		87,000						
Construction	548,000		548,000						
Construction Management	63,300		63,300						
Contingency	31,650		31,650						
<b>TOTAL COSTS</b>	<b>800,000</b>		<b>800,000</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES	800,000		800,000						
<b>TOTAL FUNDS</b>	<b>800,000</b>		<b>800,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025


<b>Project Title</b> Salt Storage Facility Replacement	<b>Project Number</b> PF-1902	<b>Classification</b> Public Facilities
<b>Project Description</b> Replace the existing wooden salt barn facility that is in excess of 30 years old and is 10 years over the useful life expectancy. A structural evaluation was performed and the facility has been bolstered with cables to prevent collapse. In its current condition, the facility can only be filled to approximately half its 2,000 ton capacity. The salt barn also has adjacent storage areas for County highways supplies and materials. As a part of the project, it is recommended that the replacement facility be larger in size to allow an increased storage capacity (i.e. 3,000-4,000 tons).		 <p data-bbox="816 703 1430 785"><b>Compliance With Comprehensive Plan Section</b> 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING/SURVEY	145,000	50,000	95,000						
CONSTRUCTION/SITWORK	1,735,500			1,735,500					
ADJACENT LEAN-TO STORAGE	157,600			157,600					
FURNITURE & EQUIPMENT									
OTHER (SWM/passive vent system)	157,600			157,600					
<b>TOTAL COSTS</b>	<b>2,195,700</b>	<b>50,000</b>	<b>95,000</b>	<b>2,050,700</b>					

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	2,100,700	50,000		2,050,700					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	95,000		95,000						
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>2,195,700</b>	<b>50,000</b>	<b>95,000</b>	<b>2,050,700</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Sheriff's District 4 Office	<b>Project Number</b> PF-1404	<b>Classification</b> Public Facilities
<b>Project Description</b> Project reutilizes the former Lexington Park Volunteer Rescue Squad building on Great Mills, Road, an existing 6,060 sq. ft. facility. Property acquisition occurred in FY2014. The renovation of the property will result in processing, meeting and conference room space, three holding cells, two interview rooms, a roll call and training room, break room, evidence bay and storage. The Sheriff's Office District 4 Community Policing Unit and existing Patrol Division will use the facility for permanent base of operations to serve the Lexington Park community. The Maryland Department of Juvenile Justice and Parole and Probation and the State's Attorney's Office may also use the facility for meetings with Lexington Park based clients. Additional FY2020 funding is being added for furnishings and equipment, to include training tables for meeting room, meeting room chairs, desk chairs, and chairs for the public entrance per quotation received from furniture vendor.		 <p data-bbox="820 703 1518 787"><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.A.vi.a.iii Provide adequate satellite office space in growth areas.                  P. 10-2</p>
<b>Discussion of Operating Budget Impact</b> Operating budget estimate is based on the following: Personnel costs at \$60,000 annually per station clerk to begin JAN 2020. The staffing levels require five Station Clerks to ensure 24 hour coverage and relief factor.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	175,000	175,000							
LAND ACQUISITION	500,000	500,000							
SURVEYS/TITLE/APPRAISALS	50,000	50,000							
CONDITIONS ASSESSMENT	8,000	8,000							
RENOVATION/RETROFIT	3,338,737	3,338,737							
CONSTRUCTION MANAGEMENT	60,000	60,000							
EQUIPMENT (IT)	98,000	98,000							
EQUIPMENT (F&E)	100,000		100,000						
OTHER (Contingencies and Bonds)	206,400	206,400							
<b>TOTAL COSTS</b>	<b>4,536,137</b>	<b>4,436,137</b>	<b>100,000</b>						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	4,311,137	4,311,137							
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	100,000		100,000						
STATE FUNDS	125,000	125,000							
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>4,536,137</b>	<b>4,436,137</b>	<b>100,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs	5					
CONTRACTED SERVICES (custodial)	2,500					
UTILITIES	7,900					
OTHER (Information Technology)	5,000					
OTHER (Personnel related costs)	19,000					
PERSONNEL COSTS	150,000					
<b>TOTAL COSTS</b>	<b>184,400</b>					


<b>Project Title</b> St. Mary's County Animal Shelter New Building	<b>Project Number</b> PF-1705	<b>Classification</b> Public Facilities
<b>Project Description</b> Open admission (No/Low Kill) Shelter for St. Mary's County has an estimated project cost range of \$2,971,375 to \$3,511,625 per DES presentation to CSMC on October 24, 2017, which is based upon the information provided in the Animal Shelter Feasibility Study. This is assumed to be building cost only without site development, which should be at least 15%. This number could increase based upon ultimate site selection and such variable factors as road entrance improvements, grading, clearing, utility connections, SWM and paving. Planning estimate for construction at this point should be increased to approximately \$4,040,000, increasing the current site development by \$205,000. If the construction schedule changes a 3% escalation on construction per year will be recommended. Construction Management costs typically run 5% of construction cost, so an additional \$200,000 is added to ensure the construction meets the requirements of the design. A planning phase contingency of 20% is added as well (\$808,000), which will be adjusted as the project develops from the planning to the design phase. Connectivity within the building and to the county network is estimated to \$90,000. "The property known as FDR Blvd, Outparcel A, Pod 2 (9.6 acres) has been identified as the potential site. Consideration will be given for a private developer to lease county land for a design/build project."		 <p data-bbox="824 703 1511 787"><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.A.vi.e.i Support adequate facilities and services to collect, house, and care for stray, abandoned, abused and/or nuisance animals. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b> Adding 7 FTEs & 12 RPT employees and relocate 4 K-9 employees will require desks, chairs, phone, computer, and software (approx. 12 x \$4,000 = \$36,000)		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING / SURVEY	230,000	230,000							
CONSTRUCTION / SITEWORK	4,039,738		4,039,738						
MISCELLANEOUS	184,682	50,000	134,682						
CONTINGENCY	808,000		808,000						
INSPECTION	200,000		200,000						
INFORMATION TECHNOLOGY	90,000		90,000						
EQUIPMENT	36,000		36,000						
Land Acquisition									
<b>TOTAL COSTS</b>	<b>5,588,420</b>	<b>280,000</b>	<b>5,308,420</b>						

Funding Schedule									
BONDS									
FEDERAL FUNDS									
TRANSFER TAXES	280,000	280,000							
IMPACT FEES									
STATE FUNDS									
PAY-GO	5,308,420		5,308,420						
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>5,588,420</b>	<b>280,000</b>	<b>5,308,420</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs		13				
PERSONAL SERVICES COSTS		753,660				
UTILITIES		28,000				
SUPPLIES & MATERIALS		34,600				
FURNITURE & EQUIPMENT		36,000				
CONTRACTED SERVICES						
<b>TOTAL COSTS</b>		<b>852,260</b>				

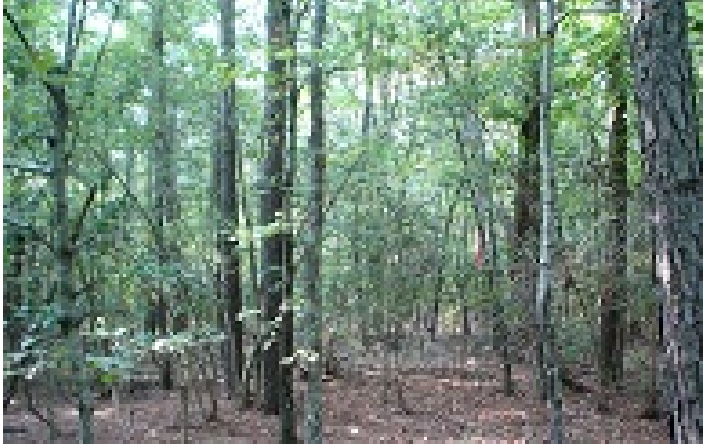


<b>Project Title</b> Vehicle Maintenance Facility Addition	<b>Project Number</b> PF-2005	<b>Classification</b> Public Facilities
<b>Project Description</b> 3,200 Square foot addition to the Vehicle Maintenance Facility to provide longer bays for larger equipment in the vehicle inventory. At \$130/Square foot, total cost is \$420,000 for construction for FY2022. Design for FY2020 is estimated at \$85,000. Renovation cost based upon STS Bus Shelter project completed in FY2013.		 <p data-bbox="821 705 1451 783"> <b>Compliance With Comprehensive Plan Section</b>                      Maintain and improve levels of efficiency and service of community facilities to meet population needs.                 </p>
<b>Discussion of Operating Budget Impact</b> \$5,000 for SWM maintenance costs and \$3,000 utility costs annually upon completion of construction in FY2023.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	85,000		85,000						
CONSTRUCTION	420,000					420,000			
<b>TOTAL COSTS</b>	<b>505,000</b>		<b>85,000</b>			<b>420,000</b>			

Funding Schedule									
BONDS	420,000					420,000			
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	85,000		85,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>505,000</b>		<b>85,000</b>			<b>420,000</b>			


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
CONTRACTED SERVICES (SWM)				5,000		
UTILITIES				3,000		
<b>TOTAL COSTS</b>				<b>8,000</b>		

<b>Project Title</b> Central County Park	<b>Project Number</b> RP-2204	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Design and construct a community park in the California area. The proposed park is envisioned as active recreation to include two multi-purpose athletic fields, four tennis courts, parking and restroom facilities on approximately half of the 76-acre property, owned by the County on Indian Bridge Road. The remaining portion will be left in its natural state and be used as passive recreation such as picnic areas and nature trails. There is a need for additional athletic facilities for community sports in the central part of the County to include California and Leonardtown areas. This project proposes design and engineering in FY2022 and park construction in FY2024.		 <p data-bbox="820 703 1518 808"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	350,000				350,000				
LAND ACQUISITION									
CONSTRUCTION	3,780,000						3,780,000		
DEMOLITION									
INSPECTION/PROJ. MGMT	80,000						80,000		
UTILITIES									
EQUIPMENT-(Picnic Tables etc.)	60,000						60,000		
OTHER									
<b>TOTAL COSTS</b>	<b>4,270,000</b>				<b>350,000</b>		<b>3,920,000</b>		

Funding Schedule									
BONDS	4,040,000				300,000		3,740,000		
TRANSFER TAXES									
IMPACT FEES - PARKS	20,000				20,000				
PAY-GO									
STATE FUNDS	210,000				30,000		180,000		
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>4,270,000</b>				<b>350,000</b>		<b>3,920,000</b>		


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Elms Beach Park Improvements	<b>Project Number</b> RP-1601	<b>Classification</b> Recreation and Parks
<p><b>Project Description</b> This project addresses needed facility improvements at Elms Beach Park. This is the County's most heavily used waterfront park and is sometimes closed to additional visitors when overcrowding occurs on summer weekends and holidays. The master plan recommendations for the park includes: upgrade facilities that are at the end of their life cycle; optimize and delineate parking; improve access to the Chesapeake Bay; install new playground; improve the park entry and provide for crowd control; provide ADA accessible paths to facilities; provide a composting toilet system; a well for drinking water; and provide gathering spaces for individuals and families. Funding in FY2016 was used to develop the park master plan, design and engineering in FY2020 and construction in FY2021 and FY2022.</p>		
<p><b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5</p>		
<p><b>Discussion of Operating Budget Impact</b> \$12,600 is requested for an hourly groundskeeper (870 hrs.) to assist with the expanded park facility. Also, funding will be needed for grass cutting, cleaning supplies, paper products and electric costs (\$3,600).</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	200,000		200,000						
LAND ACQUISITION									
CONSTRUCTION	2,514,912			1,358,637	1,156,275				
DEMOLITION									
INSPECTION/PROJ. MGMT	25,000			25,000					
UTILITIES	25,000			25,000					
EQUIPMENT									
OTHER-Master Plan	54,074	54,074							
<b>TOTAL COSTS</b>	<b>2,818,986</b>	<b>54,074</b>	<b>200,000</b>	<b>1,408,637</b>	<b>1,156,275</b>				

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	2,064,912			908,637	1,156,275				
TRANSFER TAXES	250,000	50,000	200,000						
IMPACT FEES - PARKS									
PAY-GO	4,074	4,074							
STATE FUNDS									
FEDERAL FUNDS	500,000			500,000					
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,818,986</b>	<b>54,074</b>	<b>200,000</b>	<b>1,408,637</b>	<b>1,156,275</b>				


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING FTEs						
PERSONAL SERVICES COSTS				12,600		
CONTRACTED SERVICES				1,000		
SUPPLIES & MATERIALS				1,400		
UTILITIES				1,200		
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>				<b>16,200</b>		

<b>Project Title</b> Great Mills Property Master Plan	<b>Project Number</b> RP-2001	<b>Classification</b> Recreation and Parks
<b>Project Description</b> To update master plan of a 5 acre section of a 19 acre property, the County purchased in 2000 for active recreational uses. The site is adjacent to Great Mills High School on Maryland Route 246 (Great Mills Road).		 <p data-bbox="820 703 1518 814"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5                 </p>
<b>Discussion of Operating Budget Impact</b> No budgetary impact until the park is constructed.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
OTHER - MASTER PLAN	100,000		100,000						
LAND ACQUISITION									
UTILITIES									
<b>TOTAL COSTS</b>	<b>100,000</b>		<b>100,000</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES - PARKS									
PAY-GO	100,000		100,000						
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>100,000</b>		<b>100,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Lexington Manor Passive Park	<b>Project Number</b> RP-2002	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Request new funding for asphalt overlay, curbing and clearing trees in FY2020 and FY2021 at Lexington Manor located in Lexington Park, Md.		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5
<b>Discussion of Operating Budget Impact</b> Will need to have grass cutting (\$5,000) in FY2020 and park maintenance supplies (\$1,500) in FY2021.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
PARK ROADS AND WALKWAYS	600,000		350,000	250,000					
CONSTRUCTION									
DEMOLITION									
UTILITIES									
<b>TOTAL COSTS</b>	<b>600,000</b>		<b>350,000</b>	<b>250,000</b>					

Funding Schedule									
BONDS	600,000		350,000	250,000					
TRANSFER TAXES									
IMPACT FEES - PARKS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>600,000</b>		<b>350,000</b>	<b>250,000</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES	5,000					
SUPPLIES AND MATERIALS		1,500				
<b>TOTAL COSTS</b>	<b>5,000</b>	<b>1,500</b>				




<b>Project Title</b> Multi-Purpose Synthetic/Turf Fields	<b>Project Number</b> RP-1704	<b>Classification</b> Recreation and Parks
<b>Project Description</b> On 2.12.19, the Commissioners of St. Mary's County revised the Chaptico Park - Phased Development project to multi-purpose synthetic/turf fields with lighting project for Chaptico, Lancaster and Chancellor's Run Parks.		 <p data-bbox="820 703 1518 814"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5                 </p>
<b>Discussion of Operating Budget Impact</b> \$12,350 will be needed in FY2021 for grass cutting (contracted services); portable toilets and supplies and materials.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	175,000	175,000							
LAND ACQUISITION									
CONSTRUCTION	2,995,000		2,995,000						
DEMOLITION									
INSPECTION/PROJ. MGMT	75,000		75,000						
UTILITIES									
EQUIPMENT-Picnic Tables	30,000		30,000						
OTHER									
<b>TOTAL COSTS</b>	<b>3,275,000</b>	<b>175,000</b>	<b>3,100,000</b>						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	1,100,000		1,100,000						
TRANSFER TAXES	175,000	175,000							
IMPACT FEES									
PAY-GO	2,000,000		2,000,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>3,275,000</b>	<b>175,000</b>	<b>3,100,000</b>						


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES		11,600				
SUPPLIES & MATERIALS		750				
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>12,350</b>				

<b>Project Title</b> Myrtle Point Park	<b>Project Number</b> RP-2005	<b>Classification</b> Recreation and Parks
<b>Project Description</b> The 192-acre property on the Patuxent River was acquired for a county park in January 1997 and has been open for public use for hiking, picnicking, nature study and other passive uses since that time. The Commissioners of St. Mary's County adopted a park master plan in October 2005 that formally established Myrtle Point as a nature park. Park facilities and amenities presented in the master plan include a canoe and kayak launch, picnic areas, trails, restrooms, environmental boardwalks, parking, and shoreline access. Funding is requested in FY2020 for design and engineering and park development in FY2022.		 <p><b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5</p>
<b>Discussion of Operating Budget Impact</b> Operating impacts include grass cutting.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	275,000		275,000						
LAND ACQUISITION									
CONSTRUCTION	2,812,500				2,812,500				
DEMOLITION									
INSPECTION/PROJ. MGMT.	80,000				80,000				
UTILITIES									
EQUIPMENT -Picnic Tables	7,500				7,500				
OTHER CONTINGENCY									
<b>TOTAL COSTS</b>	<b>3,175,000</b>		<b>275,000</b>		<b>2,900,000</b>				

Funding Schedule									
BONDS	2,650,000				2,650,000				
TRANSFER TAXES	275,000		275,000						
IMPACT FEES - PARKS									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS	250,000				250,000				
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>3,175,000</b>		<b>275,000</b>		<b>2,900,000</b>				

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING FTEs						
PERSONAL SERVICES COSTS						
GRASS & GROUNDS					15,000	
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>					<b>15,000</b>	


<b>Project Title</b> Park Land and Facility Acquisition	<b>Project Number</b> RP-1404	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Utilizing Local Program Open Space (POS) funds, this project enables property acquisition for County parks, public landings, and recreation facilities. Several potential acquisition projects are included in both 2012 and 2017 Land Preservation, Parks, and Recreation Plans adopted by the Commissioners of St. Mary's County. Those projects include land for expanded parking at Wicomico Shores Public Landing; Patuxent River Waterfront Park and Public Landing; park land acquisition in Lexington Park; central and lower Patuxent Public Landing; trail related acquisitions; museum related acquisitions; and land acquisition for an indoor recreation center.		 <p data-bbox="816 699 1524 825"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5                 </p>
<b>Discussion of Operating Budget Impact</b> No operating budget impact until park is developed.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING									
LAND ACQUISITION	2,534,906	1,056,320	246,431	246,431	246,431	246,431	246,431	246,431	
CONSTRUCTION									
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER -Master Plan									
<b>TOTAL COSTS</b>	<b>2,534,906</b>	<b>1,056,320</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES - PARKS	7,950	7,950							
PAY-GO									
STATE FUNDS	2,526,956	1,048,370	246,431	246,431	246,431	246,431	246,431	246,431	
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,534,906</b>	<b>1,056,320</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	<b>246,431</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Recreation Facilities and Park Improvements	<b>Project Number</b> RP-2003	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project addresses capital improvements at existing recreation facilities and parks. FY2020: New lighting system for multi-purpose athletic fields (Chancellors Run Regional Park) -\$300,000; replace pavilion roofs -\$40,000; paving park roads/parking areas -\$30,000; replace playgrounds (Dorsey and St. Andrews) -\$200,000; Wicomico improvements -\$210,000; Carver Rec Center improvements -\$150,000; Hollywood Rec Center - Playground - \$150,000; Cardinal Gibbons tennis courts - \$39,000; Baggett Park - Athletic Field Lights - \$143,000; Dorsey Park restrooms - \$125,000; Lancaster, Baggett, CRRP, and Hollywood Rec Center - Restroom Improvements - \$145,000; Park & Three Notch Trail asphalt overlay - \$100,000; Wicomico Golf Course improvements (additional) - \$90,000; and bleachers - \$40,000. FY2021: Replace tennis court lights (Town Creek) -\$110,000; replace shingle roofs on the restroom and concession buildings (Lancaster Park) - \$10,000; replace playground (Lancaster Park) -\$200,000; and Wicomico improvements -\$195,000. FY2022: Playground -\$300,000. FY2023: Tennis court refurbishing and park roads and walkways - \$285,000. FY2024: Park roads and walkways and Leonard Hall Rec Center Painting -\$275,000. FY2025: Park roads and walkways -\$180,000.		 <p><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5</p>
<b>Discussion of Operating Budget Impact</b> Electric for new lighting systems on athletic fields is \$7,500 in FY2020.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
PARK IMPROVEMENTS & FENCING	50,000		40,000	10,000					
WICOMICO GOLF COURSE IMPROVEMENTS	495,000		300,000	195,000					
COURT REFURBISHING	269,000		39,000	110,000		120,000			
BALLFIELD LIGHTING	443,000		443,000						
RESTROOMS	270,000		270,000						
PLAYGROUNDS	850,000		350,000	200,000	300,000				
PARK ROADS & WALKWAYS	690,000		130,000			165,000	215,000	180,000	
EQUIPMENT - BLEACHERS	45,500		45,500						
CARVER RECREATION CENTER IMPROVEMENTS	144,500		144,500						
LEONARD HALL RECREATION CENTER PAINT	60,000						60,000		
<b>TOTAL COSTS</b>	<b>3,317,000</b>		<b>1,762,000</b>	<b>515,000</b>	<b>300,000</b>	<b>285,000</b>	<b>275,000</b>	<b>180,000</b>	

Funding Schedule									
BONDS	2,277,000		1,762,000	515,000					
TRANSFER TAXES	1,040,000				300,000	285,000	275,000	180,000	
IMPACT FEES - PARKS									
PAY-GO									
<b>TOTAL FUNDS</b>	<b>3,317,000</b>		<b>1,762,000</b>	<b>515,000</b>	<b>300,000</b>	<b>285,000</b>	<b>275,000</b>	<b>180,000</b>	


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
CONTRACTED SERVICES(GRASS CUTTING)						
OTHER(ELECTRIC)	7,500					
<b>TOTAL COSTS</b>	<b>7,500</b>					

<b>Project Title</b> Recreation/Community Center	<b>Project Number</b> RP-2004	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project would construct a 70,000 s.f. multiple use Recreation Center. The facility would include a gymnasium, fitness center, competitive gymnastics training room, Wi-Fi, locker rooms, restrooms, storage, basketball courts, multi-purpose rooms (2), meeting/social hall, catering kitchen, office spaces and vehicle parking. The project proposes A & E to identify needs prior to selecting a location and determining the facility and programmatic requirements in FY2020, design and engineering in FY2022 and construction in FY2025.		 <p data-bbox="820 703 1518 808"><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING/SURVEY	525,000		75,000			450,000			
LAND ACQUISITION									
CONSTRUCTION/SITWORK	14,000,000							14,000,000	
CONSTRUCTION MANAGEMENT	200,000							200,000	
FURNITURE & EQUIPMENT	200,000							200,000	
OTHER	1,400,000							1,400,000	
<b>TOTAL COSTS</b>	<b>16,325,000</b>		<b>75,000</b>			<b>450,000</b>		<b>15,800,000</b>	

Funding Schedule									
BONDS	15,050,000					450,000			14,600,000
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	75,000		75,000						
STATE FUNDS	200,000							200,000	
FEDERAL FUNDS									
OTHER SOURCES	1,000,000							1,000,000	
<b>TOTAL FUNDS</b>	<b>16,325,000</b>		<b>75,000</b>			<b>450,000</b>		<b>15,800,000</b>	


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Shannon Farm Property	<b>Project Number</b> RP-1905	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Design and construct a community park in the Lexington Park area. The proposed park is envisioned to provide additional passive recreational and waterfront activities such as walking, hiking trails, kayaking, canoeing, fishing, sailing, educational and cultural activities and horseback riding on approximately 212-acre property with beach access to the Chesapeake Bay. Funding for a master plan was allocated in FY2019. Funding for design and engineering is requested in FY2020 and development in FY2024.		
<b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5		
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	150,000		150,000						
LAND ACQUISITION									
CONSTRUCTION	2,280,000						2,280,000		
DEMOLITION									
INSPECTION/PROJ. MGMT	80,000						80,000		
UTILITIES									
EQUIPMENT- Picnic Tables, etc.									
OTHER- Master Plan	75,000	75,000							
<b>TOTAL COSTS</b>	<b>2,585,000</b>	<b>75,000</b>	<b>150,000</b>				<b>2,360,000</b>		

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	2,585,000	75,000	150,000				2,360,000		
TRANSFER TAXES									
IMPACT FEES - PARKS									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,585,000</b>	<b>75,000</b>	<b>150,000</b>				<b>2,360,000</b>		

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Snow Hill Park	<b>Project Number</b> RP-1901	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Design and construct a new waterfront park. The park is envisioned to include, but not limited to: hiking and nature trails, forested/conservation areas and nature interpretation, fishing, canoeing and kayaking, motorized boat ramp and pier, picnic areas, playground, flexible use practice athletic fields, parking and restrooms. Funding for a determination of eligibility for the property to inventory its historic resources was allocated in FY2019. Funding for a master plan is requested in FY2020, design in FY2021 and construction in FY2023 and FY2024.		
<b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural		
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	575,000	150,000	150,000	275,000					
CONSTRUCTION	5,870,000					2,900,000	2,970,000		
DEMOLITION									
INSPECTION/PROJECT MANAGEMENT	100,000					100,000			
EQUIPMENT AND FURNITURE	30,000						30,000		
<b>TOTAL COSTS</b>	<b>6,575,000</b>	<b>150,000</b>	<b>150,000</b>	<b>275,000</b>		<b>3,000,000</b>	<b>3,000,000</b>		

**Funding Schedule**

BONDS	5,045,000	150,000		275,000		2,310,000	2,310,000		
TRANSFER TAXES									
IMPACT FEES - PARKS	530,000		150,000			190,000	190,000		
PAY-GO									
STATE FUNDS	1,000,000					500,000	500,000		
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>6,575,000</b>	<b>150,000</b>	<b>150,000</b>	<b>275,000</b>		<b>3,000,000</b>	<b>3,000,000</b>		

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
SUPPLIES AND MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Sports Complex	<b>Project Number</b> RP-1904	<b>Classification</b> Recreation and Parks
<b>Project Description</b> To build a state-of-the-art, multi-sports complex (9 playing fields) on county owed property known as St. Mary's Crossing in California, Maryland. The sports complex is envisioned to have numerous multi-purpose athletic fields that will be able to support youth soccer, lacrosse, field hockey and football games and tournaments. Phase I to include: four multi-purpose Synthetic Sports Turf athletic fields, restroom/concessions building and adequate parking facilities with lighting. Phase II to include: five additional multi-purpose Bermuda Grass athletic fields and additional parking. Design and engineering is requested in FY2020, Phase I construction in FY2021 and Phase II construction in FY2025.		 <p data-bbox="820 703 1518 808"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural                 </p>
<b>Discussion of Operating Budget Impact</b> There will be a need for grass cutting, electricity for field lighting, hourly staff, and turf maintenance once the Sport Complex is operational.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ENGINEERING/SURVEY	370,000		370,000						
LAND ACQUISITION									
CONSTRUCTION/SITWORK	9,250,000			6,937,500					2,312,500
CONSTRUCTION MANAGEMENT	230,000			172,500					57,500
FURNITURE & EQUIPMENT (IT)	100,000								100,000
OTHER-CONTINGENCY	925,000			693,750					231,250
<b>TOTAL COSTS</b>	<b>10,875,000</b>		<b>370,000</b>	<b>7,803,750</b>					<b>2,701,250</b>

Funding Schedule									
BONDS	8,385,000		370,000	6,303,750					1,711,250
TRANSFER TAXES									
IMPACT FEES - PARKS	190,000								190,000
PAY-GO									
STATE FUNDS	803,569			503,569					300,000
FEDERAL FUNDS									
OTHER SOURCES (Private Partnership)	1,496,431			996,431					500,000
<b>TOTAL FUNDS</b>	<b>10,875,000</b>		<b>370,000</b>	<b>7,803,750</b>					<b>2,701,250</b>

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
PERSONAL SERVICES COSTS				75,000		
SUPPLIES & MATERIALS						
UTILITIES				50,000		
GRASS & GROUNDS				25,000		
OTHER						
<b>TOTAL COSTS</b>				<b>150,000</b>		




<b>Project Title</b> St. Clement's Island Museum Renovations	<b>Project Number</b> RP-1401	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This multi-phase project will address museum building renovations, overflow parking, public access, health, and safety issues as well as update exhibit and interpretive spaces at the St. Clement's Island Museum, the site "Where Maryland Begins." Funding was approved in FY2017 for a conceptual design of the interior museum exhibit and public spaces. Funding is requested in FY2019, FY2020 and FY2022 for renovations of the existing museum building to include additional exhibit spaces. Many of the current exhibits are more than twenty years old and in need of updating to continue attracting local visitors and out of town tourists.  Prior Approval: - Replaced guttering around the museum building (\$2,485). Professional services to produce a conceptual design that updates the interior museum exhibit and public spaces - \$30,000. FY2019: Renovate St. Clement's Island Museum building to include construction preparation - \$100,000; exhibit design - \$45,000; relocation and storage expenses - \$20,000 and project management - \$16,500. FY2020: Complete renovations of St. Clement's Island Museum building - \$700,000; project management - \$70,000; exhibit fabrication and preparation for installation- \$170,500. FY2022: New exhibit installation - \$100,000; return staff to renovated building and workstation set-up - \$50,000; project management - \$15,000; and overflow parking - \$165,000.		
<b>Discussion of Operating Budget Impact</b> \$8,000 will be needed in FY2021 for electric.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	75,000	75,000							
LAND ACQUISITION									
CONSTRUCTION	1,203,985	122,485	870,500			211,000			
DEMOLITION									
INSPECTION/PROJ. MANAGEMENT	101,500	16,500	70,000			15,000			
UTILITIES									
EQUIPMENT	4,000					4,000			
OTHER- Plans and Exhibits	100,000					100,000			
<b>TOTAL COSTS</b>	<b>1,484,485</b>	<b>213,985</b>	<b>940,500</b>			<b>330,000</b>			

Funding Schedule									
BONDS	676,750	101,500	485,250			90,000			
TRANSFER TAXES	32,485	32,485							
IMPACT FEES - PARKS	210,000		20,000			190,000			
PAY-GO									
STATE FUNDS	70,000	20,000				50,000			
FEDERAL FUNDS	85,250		85,250						
STATE FUNDS	410,000	60,000	350,000						
<b>TOTAL FUNDS</b>	<b>1,484,485</b>	<b>213,985</b>	<b>940,500</b>			<b>330,000</b>			


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES		8,000				
OTHER						
<b>TOTAL COSTS</b>		<b>8,000</b>				

<b>Project Title</b> Three Notch Trail - Phase Eight	<b>Project Number</b> RP-2104	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Phase Eight: MD 245 Hollywood Road to Friendship School Road. This project continues development of the Three Notch Trail (TNT), a 10 ft. wide multi-use trail on the former railroad right-of-way. Funding requested in FY2021 will enable design and engineering of Phase Eight, a four and one-half mile section from MD 245 Hollywood Road to Friendship School Road. Funding for construction will be requested in 2023. The TNT will enable walking, bicycling, running and roller blading. The trail will also serve as a transportation alternative from residential neighborhoods to shopping, restaurants, and businesses.		 <p data-bbox="820 703 1518 787"><b>Compliance With Comprehensive Plan Section</b> 11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	350,000			350,000					
LAND ACQUISITION									
CONSTRUCTION	4,950,000					4,950,000			
DEMOLITION									
INSPECTION/PROJ. MGMT	90,000					90,000			
UTILITIES									
EQUIPMENT									
OTHER: SIGNAGE/LANDSCAPING	60,000					60,000			
<b>TOTAL COSTS</b>	<b>5,450,000</b>			<b>350,000</b>		<b>5,100,000</b>			

Funding Schedule									
BONDS	1,370,000			350,000		1,020,000			
TRANSFER TAXES									
IMPACT FEES - PARKS									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS	4,080,000					4,080,000			
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>5,450,000</b>			<b>350,000</b>		<b>5,100,000</b>			

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Three Notch Trail- Phase Seven	<b>Project Number</b> RP-1501	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Phase Seven: Wildewood to Hollywood (3.33 mile section). This project continues development of the Three Notch Trail (TNT), a 10 ft. wide multi-use trail on the former railroad right-of-way. Funding for design and engineering of the trail was allocated in FY2015, a four mile section from Wildewood to Hollywood. Funding in FY2018 for potential easements and acquisition and FY2019 and FY2020 for the construction of the trail. The TNT will enable walking, bicycling, running and roller blading. The trail will also serve as a transportation alternative from residential neighborhoods to shopping, restaurants, and businesses.  Anticipated Design Approvals - Summer 2019 Anticipated Construction Start - Spring 2020 Anticipated Project Completion - Spring 2021		 <p data-bbox="820 705 1523 785"><b>Compliance With Comprehensive Plan Section</b>                  11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10</p>
<b>Discussion of Operating Budget Impact</b> \$12,195 for a groundskeeper (842 hrs.); grass cutting along the sides of the trail as each section is developed (contracted services) and for supplies and materials for minor repairs to signs, benches, etc.(\$3,630)		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECH/ENGINEERING	397,753	397,753							
LAND ACQUISITION	100,000	100,000							
CONSTRUCTION	5,483,743	4,783,743	700,000						
INSPECTION/PROJ. MGMT	81,000	81,000							
UTILITIES									
EQUIPMENT									
OTHER: SIGNAGE/LANDSCAPE	51,000	51,000							
<b>TOTAL COSTS</b>	<b>6,113,496</b>	<b>5,413,496</b>	<b>700,000</b>						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	1,154,000	454,000	700,000						
TRANSFER TAXES	156,256	156,256							
IMPACT FEES - PARKS	352,320	352,320							
PAY-GO	78,724	78,724							
STATE FUNDS	815,393	815,393							
FEDERAL FUNDS	3,510,803	3,510,803							
MITIGATION-PARKS	46,000	46,000							
<b>TOTAL FUNDS</b>	<b>6,113,496</b>	<b>5,413,496</b>	<b>700,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING- FTEs						
PERSONAL SERVICES COSTS - HOURLY GROUNDKEEPER EMPLOYEE		12,195				
CONTRACTED SERVICES		2,380				
SUPPLIES & MATERIALS		1,250				
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>15,825</b>				




<b>Project Title</b> Clements Convenience Center Improvements	<b>Project Number</b> SW-1901	<b>Classification</b> Solid Waste
<b>Project Description</b> Completion of planned site expansion to improve operations at the Clements Convenience Center. Includes a wall extension to allow a second trash compactor, relocation of attendant booth, pavement widening to improve vehicle movements, and stormwater management improvements.		 <p data-bbox="812 701 1531 785"><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.A.v Meet increasing demand for solid waste management through use of traditional and innovative methods. P.10-1</p>
<b>Discussion of Operating Budget Impact</b> \$5,000 annual cost for SWM maintenance starting in FY2022 after completion of construction.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
CONSTRUCTION	545,000			545,000					
DESIGN	80,000	50,000	30,000						
ENGINEERING/SURVEY									
LAND ACQUISITION									
CONSTRUCTION MANAGEMENT									
CONTINGENCY	50,000		50,000						
<b>TOTAL COSTS</b>	<b>675,000</b>	<b>50,000</b>	<b>80,000</b>	<b>545,000</b>					

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	625,000		80,000	545,000					
TRANSFER TAXES	50,000	50,000							
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>675,000</b>	<b>50,000</b>	<b>80,000</b>	<b>545,000</b>					


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES			5,000			
SUPPLIES & MATERIALS						
UTILITIES						
<b>TOTAL COSTS</b>			<b>5,000</b>			

<b>Project Title</b> Aging School Program	<b>Project Number</b> PS-1506	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> Maryland's Aging Schools Program (ASP) is a state grant program funded from proceeds from State general obligation bonds. Eligible projects are restricted to those having at least a 15-year anticipated lifespan. These grant funds are distributed at the beginning of each fiscal year for eligible projects and expenditures for capital improvements to public school buildings and sites that, when completed, would protect the school building from deterioration, improve the safety of students and staff, and enhance the delivery of educational programs. These grant funds are distributed at the beginning of each fiscal year for eligible projects. Projects are reviewed and identified for submission based on the Capital Plan and the Comprehensive Maintenance Plan for Educational Facilities.		<div style="text-align: center;">  </div> <p><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	42,000	35,000	7,000						
LAND ACQUISITION									
CONSTRUCTION	317,000	264,000	53,000						
DEMOLITION									
INSPECTION/ PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>359,000</b>	<b>299,000</b>	<b>60,000</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES	21,000	21,000							
IMPACT FEES									
PAY-GO	21,000	14,000	7,000						
STATE FUNDS	317,000	264,000	53,000						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>359,000</b>	<b>299,000</b>	<b>60,000</b>						


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING- FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Building Infrastructure - Critical	<b>Project Number</b> PS-1804	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This program provides funds for major replacement, deferred maintenance and repair projects, system upgrades, and critical maintenance and repairs to critical building components to include: air handlers, chillers, cooling towers, fire alarms, oil tanks, water feeds, well pumps, and fields/grounds.  FY 2020: Benjamin Banneker E.S. Well Pump/Controls - \$150,000, Leonardtown H.S. Stadium Lights - \$400,000, High School Stadium Sound - \$100,000 FY 2021: Margaret Brent M.S. Water Feed - \$75,000, Chopticon H.S. Cooling Tower - \$ 154,000, Fields/Grounds - \$370,000, Leonardtown H.S. Auditorium Seating - \$350,000 FY 2022: White Marsh E.S. Plumbing - \$35,000, Great Mills H.S. Chiller and Cooling Tower - \$375,000, Hollywood E.S. Well/Pump - \$200,000, Fields/Grounds - \$220,000 FY 2023: Ridge E.S. Air Handlers - \$264,000, Fields/Grounds - \$170,000 FY 2024: Lettie Marshall Dent E.S. Well Pump Replacement - \$65,000, Green Holly E.S. Lift Station - \$50,000, Green Holly E.S. Generator - \$70,000, Fields/Grounds - \$170,000 FY 2025: Emergency Generator Replacements: Chopticon H.S. - \$196,000, Great Mills H.S. - \$142,000, Esperanza M.S. - \$145,000, Fields/Grounds - \$170,000		 <p><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	125,000	35,000	15,000	15,000	15,000	15,000	15,000	15,000	
LAND ACQUISITION									
CONSTRUCTION	4,896,000	1,115,000	635,000	934,000	815,000	419,000	340,000	638,000	
DEMOLITION									
INSPECTION / PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER -CONTINGENCY									
<b>TOTAL COSTS</b>	<b>5,021,000</b>	<b>1,150,000</b>	<b>650,000</b>	<b>949,000</b>	<b>830,000</b>	<b>434,000</b>	<b>355,000</b>	<b>653,000</b>	

Funding Schedule									
BONDS	3,608,000	564,000	177,000	949,000	830,000	170,000	265,000	653,000	
TRANSFER TAXES	1,413,000	586,000	473,000			264,000	90,000		
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>5,021,000</b>	<b>1,150,000</b>	<b>650,000</b>	<b>949,000</b>	<b>830,000</b>	<b>434,000</b>	<b>355,000</b>	<b>653,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Building Infrastructure - Programmatic	<b>Project Number</b> PS-1805	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This program provides funds for programmatic construction and repairs of projects identified in the Comprehensive Maintenance Plan for Educational Facilities for life cycle replacement, to include: site paving, playgrounds, and flooring. Anticipated projects typically require minimal design services. FY 2020: Town Creek E.S. & Esperanza M.S. Paving - \$369,000 (\$111,000, \$258,000), Playgrounds - \$150,000, Green Holly E.S. (A) Flooring - \$99,000, FCI Study - \$125,000, PA Systems - \$100,000 FY 2021: Greenview Knolls E.S. & Chopticon H.S. Paving - \$820,000 (\$90,000, \$730,000), Greenview Knolls E.S. Flooring - \$90,000, PA Systems - \$150,000 FY 2022: Chopticon H.S., Esperanza M.S., Hollywood E.S., L.M. Dent E.S., Piney Point E.S., Flooring - \$592,000 (\$286,000, \$71,000, \$83,000, \$63,000, \$89,000), Great Mills H.S. Paving - \$485,000, PA Systems - \$150,000 FY 2023: G.W. Carver E.S., Park Hall E.S., Ridge E.S., Leonardtown H.S. Flooring - \$318,000 (\$35,000, \$38,000, \$35,000, \$210,000), Dynard E.S., G.W. Carver E.S., Hollywood E.S. Paving - \$331,000 (\$118,000, \$107,000, \$106,000), PA Systems - \$150,000 FY 2024: Benjamin Banneker E.S., Chopticon H.S., Leonardtown E.S. Flooring - \$138,000 (\$38,000, \$62,000, \$38,000), Benjamin Banneker E.S., Green Holly E.S., Lexington Park E.S. Paving - \$354,000 (\$47,000, \$190,000, \$117,000), PA Systems - \$150,000		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	73,000	13,000	10,000	10,000	10,000	10,000	10,000	10,000	
LAND ACQUISITION									
CONSTRUCTION	7,924,000	2,488,000	833,000	1,050,000	1,217,000	789,000	632,000	915,000	
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
OTHER- CONTINGENCY									
<b>TOTAL COSTS</b>	<b>7,997,000</b>	<b>2,501,000</b>	<b>843,000</b>	<b>1,060,000</b>	<b>1,227,000</b>	<b>799,000</b>	<b>642,000</b>	<b>925,000</b>	

Funding Schedule									
BONDS	5,354,786	2,126,000	225,000	237,754	757,032	589,000	495,000	925,000	
TRANSFER TAXES	2,642,214	375,000	618,000	822,246	469,968	210,000	147,000		
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>7,997,000</b>	<b>2,501,000</b>	<b>843,000</b>	<b>1,060,000</b>	<b>1,227,000</b>	<b>799,000</b>	<b>642,000</b>	<b>925,000</b>	


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Chopticon High School - HVAC Systemic Renovation	<b>Project Number</b> PS-2401	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for the replacement of the HVAC system for the building, last updated in 2000. At the time of completion of the project, the system will be 25 years old. Maintenance monitors the system and provides repairs on an as-needed basis, pending the replacement. This funding is for the pre-design study to determine project scope based on field testing of the system.		<p><b>Picture Not Available</b></p>
<b>Discussion of Operating Budget Impact</b> Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	125,000							125,000	
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>125,000</b>							<b>125,000</b>	

Funding Schedule									
BONDS									
TRANSFER TAXES	125,000							125,000	
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>125,000</b>							<b>125,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Dynard Elementary School -Roof/HVAC Replacement & Emergency Power	<b>Project Number</b> PS-1905	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the CMP, the roof and HVAC replacement projects are reviewed. This project will replace approximately 41,050 square feet of existing roofing which was constructed in 1992. The installation of an emergency generator and upgrades to a number of low voltage systems will provide electrical power for egress lighting and life safety systems. A transfer switch will be installed that will allow for large roll-off generators to power essential portions of the building. Replacement of the HVAC system, which was installed in 1992, will include the heating plant and installation of a fire suppression system. Maintenance monitors the roof and HVAC system and provides repairs on an as-needed basis, pending the replacements. Local funds were provided in FY 2019 for completion of a study and partial design in advance of the project.		 <p data-bbox="820 724 1518 808"><b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b> Dependent upon the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	651,000	265,000	386,000						
LAND ACQUISITION									
CONSTRUCTION	6,989,000		2,898,000	4,091,000					
DEMOLITION									
INSPECTION/PROJ. MGMT.	25,000		25,000						
UTILITIES	25,000		25,000						
EQUIPMENT									
<b>TOTAL COSTS</b>	<b>7,690,000</b>	<b>265,000</b>	<b>3,334,000</b>	<b>4,091,000</b>					

**Funding Schedule**

BONDS	4,777,554	265,000	421,554	4,091,000					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	14,446		14,446						
STATE FUNDS	2,898,000		2,898,000						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>7,690,000</b>	<b>265,000</b>	<b>3,334,000</b>	<b>4,091,000</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES			11,933			
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>			<b>11,933</b>			




<b>Project Title</b> Great Mills High School - Partial Roof Replacement	<b>Project Number</b> PS-1903	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the CMP, the roof replacement projects are reviewed. This project will replace approximately 90,982 square feet of existing bituminous roof that is failing. This area was not replaced during the 1997 renovation and addition and will be 26 years old at the time of replacement. The existing built-up roof will be replaced with a 4-ply built up roof with a 1/4" slope, with alternates for any potential cost overages. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement.		 <p data-bbox="820 730 1469 814"><b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	225,000	225,000							
LAND ACQUISITION									
CONSTRUCTION	3,281,562	850,000	2,431,562						
DEMOLITION									
INSPECTION/PROJ. MGMT.	10,000		10,000						
UTILITIES									
EQUIPMENT									
<b>TOTAL COSTS</b>	<b>3,516,562</b>	<b>1,075,000</b>	<b>2,441,562</b>						

**Funding Schedule**

BONDS	1,558,000		1,558,000						
TRANSFER TAXES	225,000	225,000							
IMPACT FEES									
PAY-GO									
STATE FUNDS	1,733,562	850,000	883,562						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>3,516,562</b>	<b>1,075,000</b>	<b>2,441,562</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Great Mills High School - Partial Roof Replacement	<b>Project Number</b> PS-2103	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the Comprehensive Maintenance Plan for Educational Facilities, the roof replacement projects are reviewed. This project will replace approximately 125,652 square feet of existing bituminous roof that is deteriorating. This project does not include the area (90,982) of the partial roof replacement project being requested in FY 2020. This area of the roof was last replaced in 1997 as part of the addition/renovation project and will be 27 years old at the time of replacement. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement. The FY 2021 funds are for pre-design study/testing work to ensure development of a scope for design/construction budgeting.		 <p data-bbox="820 730 1469 814"><b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	508,000			42,000			233,000	233,000	
LAND ACQUISITION									
CONSTRUCTION	5,525,000						2,766,000	2,759,000	
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000						10,000		
UTILITIES	15,000						15,000		
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>6,058,000</b>			<b>42,000</b>			<b>3,024,000</b>	<b>2,992,000</b>	

Funding Schedule										
BONDS	3,500,000						508,000	2,992,000		
TRANSFER TAXES	42,000				42,000					
IMPACT FEES										
PAY-GO										
STATE FUNDS	2,516,000						2,516,000			
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>6,058,000</b>				<b>42,000</b>		<b>3,024,000</b>	<b>2,992,000</b>		

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
SUPPLIES & MATERIALS						
PERSONAL SERVICES COSTS						
UTILITIES						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Green Holly Elementary School - Partial Roof Replacement	<b>Project Number</b> PS-1902	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the CMP, the roof replacement projects are reviewed. This project will replace approximately 51,740 square feet of existing asphalt shingles with a standing seam metal roof. This improves the life of the roof from 15 to 35 years. Maintenance monitors the roof and provides repairs on an as-needed basis, pending roof replacement. The roof is currently 28 years old and at the time of completion the existing roof will be 30 years old.		 <p data-bbox="824 730 1511 814"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	153,000	153,000							
LAND ACQUISITION									
CONSTRUCTION	1,849,000	849,000	1,000,000						
DEMOLITION									
INSPECTION/PROJ.MGMT.	10,000	10,000							
UTILITIES									
EQUIPMENT									
<b>TOTAL COSTS</b>	<b>2,012,000</b>	<b>1,012,000</b>	<b>1,000,000</b>						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	1,153,000	153,000	1,000,000						
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	859,000	859,000							
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,012,000</b>	<b>1,012,000</b>	<b>1,000,000</b>						


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Green Holly Elementary School - Roof/HVAC Systemic Renovation	<b>Project Number</b> PS-2301	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual update of the CMP, the roof and HVAC replacement projects are reviewed. This project will replace 46,450 square feet of existing bituminous roof on Building A that is failing and 6,185 square feet of existing bituminous roof on Building B that is failing. This project does not include the area (51,740 square feet) of Building B that was approved for replacement in FY 2019. The Building A roof was last replaced in 1992 and will be 33 years old at the time of replacement. The subject portion of the Building B roof was last replaced in 1999 and at the time of completion will be 26 years old. The project also includes the replacement of the HVAC system for building B, which was last replaced in 1992. At the time of completion of the project, the system will be 32 years old. Maintenance monitors the roof and HVAC system and provides repairs on an as-needed basis, pending the replacements.		<p style="text-align: center;"><b>Picture Not Available</b></p> <p><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b> Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	865,500					59,000	708,000		98,500
LAND ACQUISITION									
CONSTRUCTION	7,548,500								7,548,500
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000								10,000
UTILITIES	15,000								15,000
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>8,439,000</b>					<b>59,000</b>	<b>708,000</b>		<b>7,672,000</b>

Funding Schedule									
BONDS	5,073,000						708,000		4,365,000
TRANSFER TAXES	59,000					59,000			
IMPACT FEES									
PAY-GO									
STATE FUNDS	3,307,000								3,307,000
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>8,439,000</b>					<b>59,000</b>	<b>708,000</b>		<b>7,672,000</b>


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Green Holly Elementary School - Switch Gear & HVAC Replacement	<b>Project Number</b> PS-1904	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for the replacement of the electrical switchgear in the 1973 portion of the Green Holly Elementary School building (A), along with the replacement of the HVAC system for this portion of the building. At the time of completion of the project, the system will be 49 years old. The HVAC system replacement will include the heating plant 4000 MBH, all self-contained air conditioning units 1800 MBH with the associated 18 exhaust fans and 32 reheat cools, and installation of a fire suppression system. It is recommended that this be either a variable air volume system or fan coil system with a separate and dedicated tempered outside air source. Local funds were provided in FY 2019 for completion of a study and partial design in advance of the project.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	431,000	125,000	306,000						
LAND ACQUISITION									
CONSTRUCTION	4,550,000		1,806,000	2,744,000					
DEMOLITION									
INSPECTION /PROJ. MGMT.	20,000		10,000	10,000					
UTILITIES	75,000		32,000	43,000					
EQUIPMENT									
<b>TOTAL COSTS</b>	<b>5,076,000</b>	<b>125,000</b>	<b>2,154,000</b>	<b>2,797,000</b>					

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	3,270,000	125,000	348,000	2,797,000						
TRANSFER TAXES										
IMPACT FEES										
PAY-GO										
STATE FUNDS	1,806,000		1,806,000							
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>5,076,000</b>	<b>125,000</b>	<b>2,154,000</b>	<b>2,797,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES			10,533			
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>			<b>10,533</b>			


<b>Project Title</b> Hollywood Elementary School - Roof/HVAC Replacement & Emergency Power	<b>Project Number</b> PS-1802	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> The roof and HVAC replacement projects are part of the CMP and EFMP and were combined into one project. This will enable the utilization of a single AE team, roofing consultant, and prime contractor. This ensures coordination, consistency, and efficiency and has been a method successfully utilized in similar past projects. Included is approximately 24,700 sq. ft. of existing 1 ply roofing (including canopies) and 40,500 sq. ft. of shingled roof, built in 1993. The hypalon roof has been problematic and required major repairs. The flat portion of the roof will be replaced with a 4-ply built up roof with 1/4" per sf slope tapered insulation and will include work on the flashing and roof drains. The shingled roof will be replaced with a standing seam metal roof. The HVAC system was constructed in 1992 and this project includes the replacement of the heating plant and installation of a fire suppression system for the entire facility. This includes the following equipment: 2 boilers, 1 chiller, 5 rooftop units, 14 fan powered mixing boxes, 17 variable air volume terminals, 25 unit and cabinet heaters, 16 fan coil units, and 5 exhaust fans, with all related accessories and controls. Alternates will be included for the roof and HVAC to allow for a bid award. In addition, low voltage data systems will be reviewed and included in the project, if warranted. These include PA, fire, and security systems. Maintenance monitors the roof and HVAC system and provides repairs on an as-needed basis, pending the replacements.		
<b>Discussion of Operating Budget Impact</b> Dependent upon the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	483,000	383,000	100,000						
LAND ACQUISITION									
CONSTRUCTION	6,365,000	4,928,000	1,437,000						
DEMOLITION									
INSPECTION/PROJ. MGMT	15,000	15,000							
UTILITIES	35,000	35,000							
EQUIPMENT									
<b>TOTAL COSTS</b>	<b>6,898,000</b>	<b>5,361,000</b>	<b>1,537,000</b>						

**Funding Schedule**

	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	3,343,000	2,701,000	642,000						
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	3,555,000	2,660,000	895,000						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>6,898,000</b>	<b>5,361,000</b>	<b>1,537,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES		12,885				
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>12,885</b>				

<b>Project Title</b> Lettie Marshall Dent Elementary School - Modernization	<b>Project Number</b> PS-2101	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the Comprehensive Maintenance Plan for Educational Facilities, HVAC replacement projects are reviewed. This project will replace the HVAC system which was installed in 1992, along with lighting and communication system upgrades. Flooring and fixtures will be replaced with local funds. A transfer switch will be installed that will allow for large roll-off generators to power essential portions of the building. The existing underground fuel tank will be replaced. Maintenance monitors the HVAC system and provides repairs on an as-needed basis, pending the replacement. This project previously included an addition for increased capacity. Due to current enrollment and projections, all capacity projects have been removed from the capital improvements program.		 <p data-bbox="820 730 1518 814"><b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	697,000			62,000	422,000	213,000			
LAND ACQUISITION									
CONSTRUCTION	7,034,000				2,953,000	4,081,000			
DEMOLITION									
INSPECTION/PROJ.MGMT.	10,000				10,000				
UTILITIES	15,000				15,000				
EQUIPMENT	500,000				250,000	250,000			
<b>TOTAL COSTS</b>	<b>8,256,000</b>			<b>62,000</b>	<b>3,650,000</b>	<b>4,544,000</b>			

**Funding Schedule**

BONDS	5,303,000			62,000	697,000	4,544,000			
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	2,953,000				2,953,000				
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>8,256,000</b>			<b>62,000</b>	<b>3,650,000</b>	<b>4,544,000</b>			

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Mechanicsville Elementary School - Modernization	<b>Project Number</b> PS-2001	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project will address key components including electrical upgrade, ceiling, flooring, fire alarm, public address system, and windows. This building was constructed in 1951 and had additions in 1960 and 1979. The roof and HVAC components have been addressed through previous capital projects.		 <p data-bbox="818 730 1468 810"><b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	933,000		47,000	467,000	219,000	200,000			
LAND ACQUISITION									
CONSTRUCTION	8,201,000			2,296,000	988,000	3,498,000	1,419,000		
DEMOLITION									
INSPECTION/PROJ. MGMT.	20,000				10,000	10,000			
UTILITIES	30,000				15,000	15,000			
EQUIPMENT	500,000					223,000	277,000		
<b>TOTAL COSTS</b>	<b>9,684,000</b>		<b>47,000</b>	<b>2,763,000</b>	<b>1,232,000</b>	<b>3,946,000</b>	<b>1,696,000</b>		

**Funding Schedule**

BONDS	6,576,000			467,000	467,000	3,946,000	1,696,000		
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	47,000		47,000						
STATE FUNDS	3,061,000			2,296,000	765,000				
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>9,684,000</b>		<b>47,000</b>	<b>2,763,000</b>	<b>1,232,000</b>	<b>3,946,000</b>	<b>1,696,000</b>		

**Operating Impacts**

	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Park Hall Elementary School - Roof/HVAC Replacement & Sewer Lift Station	<b>Project Number</b> PS-1801	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual update of the CMP, the roof and HVAC replacement projects are reviewed and were combined into one project. This will enable the utilization of a single AE team, roofing consultant, and prime contractor. This will ensure coordination, consistency, and efficiency and has been a method successfully utilized in similar past projects. Included is approximately 35,000 sq. ft. of existing coal tar roofing which was replaced in 1989 and 28,000 sq. ft. of built-up roofing (including canopies), some of which is single ply. The existing built-up roof will be replaced with a 4-ply built up roof with a 1/4" slope, with alternates for any potential cost overages. Based on the height of the new tapered insulation, work will be done on the through wall flashing at adjoining walls. Overflow drains are not conforming and will require interior plumbing work. The HVAC system was also installed in 1994 and requires replacement. This includes the following equipment: one water chiller, two boilers, five rooftop units, twenty eight unit ventilators, nine fan coil units, two cabinet heaters, making one air handling unit OA, one five ton system, and fifteen exhaust fans, with all related accessories and controls. In addition, low voltage data systems will be reviewed and included in the project, if warranted. These include PA, fire, and security systems. Maintenance monitors the roof and HVAC system and provides repairs on an as-needed basis, pending the replacements.		
<b>Discussion of Operating Budget Impact</b> Dependent upon the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	502,000	502,000							
LAND ACQUISITION									
CONSTRUCTION	6,650,000	4,925,000	1,725,000						
DEMOLITION									
INSPECTION/ PROJ. MGMT	15,000	15,000							
UTILITIES	35,000	35,000							
EQUIPMENT									
<b>TOTAL COSTS</b>	<b>7,202,000</b>	<b>5,477,000</b>	<b>1,725,000</b>						

**Funding Schedule**

	Total Project	Prior Approval	Budget FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Balance to Complete
BONDS	3,495,000	2,684,000	811,000						
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	3,707,000	2,793,000	914,000						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>7,202,000</b>	<b>5,477,000</b>	<b>1,725,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SRVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES		13,810				
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>13,810</b>				

<b>Project Title</b> Park Hall Elementary School State Relocatable	<b>Project Number</b> PS-2002	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for the relocation of state relocatable unit #533-78 from Spring Ridge Middle School to Park Hall Elementary School. This unit was originally to be moved to Fairlead Academy II along with state relocatable unit 533-22. It will be utilized for students during the phasing of the roof/HVAC systemic renovation project at the school. It is anticipated to remain in place following the completion of the systemic project for capacity needs.		<b>Picture Not Available</b>
<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P.10-3		
<b>Discussion of Operating Budget Impact</b> No change to operating budget - relocatable unit moving within system.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	248,000		248,000						
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER	23,000		23,000						
<b>TOTAL COSTS</b>	<b>271,000</b>		<b>271,000</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	157,000		157,000						
STATE FUNDS	114,000		114,000						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>271,000</b>		<b>271,000</b>						

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Piney Point Elementary School - HVAC Systemic Renovation	<b>Project Number</b> PS-2201	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for the replacement of the HVAC system for the building, last updated in 1993. At the time of completion of the project, the system will be 30 years old. Maintenance monitors the system and provides repairs on an as-needed basis, pending the replacement.		<p><b>Picture Not Available</b></p>
<b>Discussion of Operating Budget Impact</b> Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	481,000				40,000	441,000			
LAND ACQUISITION									
CONSTRUCTION	5,223,000					40,000	2,248,000	2,075,000	860,000
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000							10,000	
UTILITIES	15,000							15,000	
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>5,729,000</b>				<b>40,000</b>	<b>481,000</b>	<b>2,248,000</b>	<b>2,100,000</b>	<b>860,000</b>

Funding Schedule										
BONDS	3,441,000					481,000			2,100,000	860,000
TRANSFER TAXES	40,000				40,000					
IMPACT FEES										
PAY-GO										
STATE FUNDS	2,248,000						2,248,000			
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>5,729,000</b>				<b>40,000</b>	<b>481,000</b>	<b>2,248,000</b>	<b>2,100,000</b>	<b>860,000</b>	

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES AND MATERIALS						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Relocatables for Various Sites	<b>Project Number</b> PS-1403	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> Based on current and projected enrollment, this project is to provide relocatable classrooms to meet the capacity needs at various locations. The current and projected enrollments are evaluated, both in the fall and the spring, to identify which schools will need relocatables for the following year. Based on the availability of funding in July of each year, relocatables relocated and/or purchased during the summer will not be available for use at the opening of school in August of each year due to the amount of time necessary for construction. This project provides for the relocation of several relocatables or the purchase of two (2) double classroom units annually in FY 2020 - FY 2022, as determined in the spring of each year, based on actual and projected enrollment. The intention of the school system is to design and place units so that they are available for August of each year, which requires design funding to be funded a year prior to installation.		 <p data-bbox="812 703 1531 829"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b> There will be no change in staffing based on the increased square footage.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	194,000	128,000	22,000	22,000	22,000				
CONSTRUCTION	2,321,700	1,334,700	329,000	329,000	329,000				
DEMOLITION									
INSPECTION/ PROJ. MGMT	57,500	35,000	7,500	7,500	7,500				
UTILITIES	92,500	55,000	12,500	12,500	12,500				
EQUIPMENT	70,000	28,000	14,000	14,000	14,000				
OTHER									
<b>TOTAL COSTS</b>	<b>2,735,700</b>	<b>1,580,700</b>	<b>385,000</b>	<b>385,000</b>	<b>385,000</b>				

Funding Schedule										
BONDS										
TRANSFER TAXES	2,735,700	1,580,700	385,000	385,000	385,000					
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>2,735,700</b>	<b>1,580,700</b>	<b>385,000</b>	<b>385,000</b>	<b>385,000</b>					


Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES	8,215	8,215	8,215			
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>	<b>8,215</b>	<b>8,215</b>	<b>8,215</b>			

<b>Project Title</b> Safety & Security Projects	<b>Project Number</b> PS-1906	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> There are several priorities that will be addressed with this funding in combination with state funding that has been appropriated to address school safety. Safety and security priorities include: completion of the replacement of door locks, bringing all existing and new camera systems onto one platform, installing camera systems at eight schools, and implementing an Alertus or other comparable pendant notification/alarm system.		Picture Not Available
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	9,003,000	1,017,000	1,396,000	6,590,000					
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>9,003,000</b>	<b>1,017,000</b>	<b>1,396,000</b>	<b>6,590,000</b>					

Funding Schedule									
BONDS	8,821,000	835,000	1,396,000	6,590,000					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	182,000	182,000							
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>9,003,000</b>	<b>1,017,000</b>	<b>1,396,000</b>	<b>6,590,000</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> School Capacity Study K-12	<b>Project Number</b> PS-2102	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for a study of all capacity needs K-12. It was previously a study of only secondary capacity. The study will include an analysis of enrollment and projections, a review of methods to incorporate new capacity, and system specific options for expansion and/or new facilities as well as consolidation of existing facilities.		<div style="text-align: center;">  </div> <p><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2020	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	175,000			175,000					
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>175,000</b>			<b>175,000</b>					

Funding Schedule									
BONDS									
TRANSFER TAXES	175,000			175,000					
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>175,000</b>			<b>175,000</b>					

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Town Creek Elementary School - HVAC Systemic Renovation	<b>Project Number</b> PS-2104	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the Comprehensive Maintenance Plan, HVAC replacement projects are reviewed. This project will replace the HVAC system which was installed in 1999. Maintenance monitors the HVAC system and provides repairs on an as-needed basis, pending the replacement.		<p><b>Picture Not Available</b></p>
<b>Discussion of Operating Budget Impact</b> Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	290,000			24,000	266,000				
LAND ACQUISITION									
CONSTRUCTION	3,149,000				24,000	2,756,000	369,000		
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000					10,000			
UTILITIES	15,000					15,000			
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>3,464,000</b>			<b>24,000</b>	<b>290,000</b>	<b>2,781,000</b>	<b>369,000</b>		

Funding Schedule									
BONDS	2,059,000				290,000	1,400,000	369,000		
TRANSFER TAXES	24,000			24,000					
IMPACT FEES									
PAY-GO									
STATE FUNDS	1,381,000					1,381,000			
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>3,464,000</b>			<b>24,000</b>	<b>290,000</b>	<b>2,781,000</b>	<b>369,000</b>		

Operating Impacts	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						

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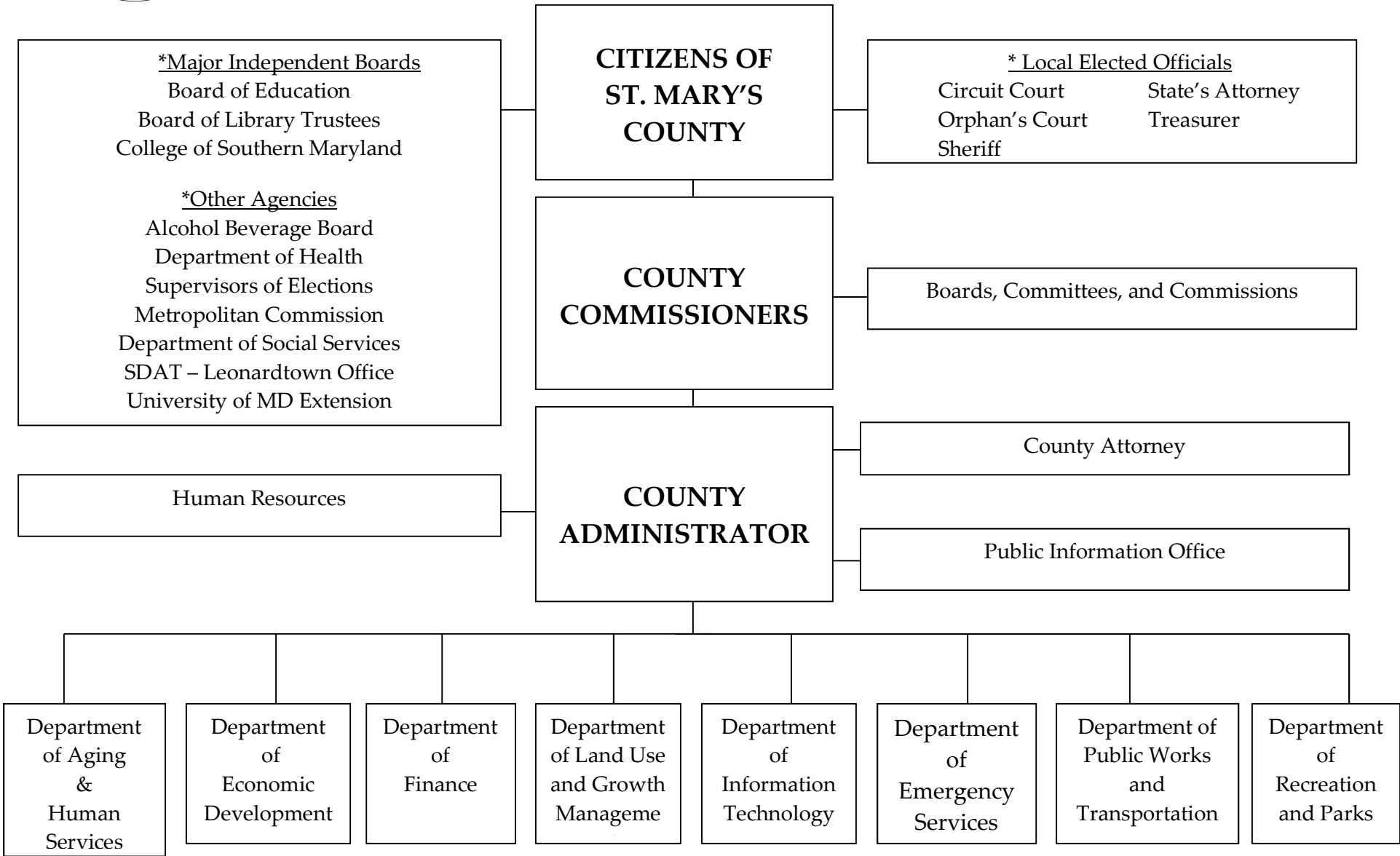
# MISCELLANEOUS INFORMATION

- EMPLOYEES
- TAXES
- FUND BALANCE
- FEES
- POLICIES



# ST. MARY'S COUNTY GOVERNMENT

## Organizational Chart



\* County Commissioners have funding responsibility only

**CHANGES IN POSITIONS FOR COUNTY DEPARTMENTS and  
ELECTED OFFICIALS ~ FY2020 RECOMMENDED BUDGET**

INCREASE/ (DECREASE	POSITION DESCRIPTION	GRADE
<b>FULL-TIME EQUIVALENT</b>		
<b>AGING &amp; HUMAN SERVICES</b>		
1.00 NEW	Information & Assistance	6/1
0.75 Convert	Food Service Tech	3/1
<b>ECONOMIC DEVELOPMENT</b>		
1.00 NEW	Ombudsman	8/1
<b>EMERGENCY SERVICES</b>		
1.00 NEW	Administrative Coordinator	4/1
0.75 NEW	Frequency Technician	6/1
1.00 NEW	Accreditation Manager	8/1-5
1.00 NEW	EMS Operational Program Manager	10/1-5
<b>FINANCE</b>		
1.00 NEW	Fiscal Specialist III	5/1
<b>HUMAN RESOURCES</b>		
0.75 NEW	Wellness and Safety Officer	7/1
<b>LAND USE AND GROWTH MANAGEMENT</b>		
1.00 NEW	Fire Marshall	10/1-5
<b>LEGAL</b>		
1.00 NEW	Senior Office Specialist	3/1
<b>PUBLIC WORKS &amp; TRANSPORTATION</b>		
5.00 NEW	Janitor II	3/1
4.00 NEW	Equipment Operator II	4/1
<b>SHERIFF'S OFFICE</b>		
6.00 NEW	Corrections Officers	V01/1
2.00 NEW	Booking Specialists	6/1
5.00 NEW	* Station Clerks	4/1
1.00 NEW	Compliance Control Investigator	7/1-5
1.00 NEW	Training Coordinator	7/1-5
1.00 NEW	Administrative Coordinator	4/1
1.00 Convert	Pre-Trial Case Coordinator	6/3
(1.00) Convert	Grant Funded Pre - Trial Coordinator	6/3
<b>Law Enforcement</b>		
Eligible DFC Ranks (6)		
Eligible Corporal Ranks (6)		
<b>Corrections</b>		
Eligible CFC Ranks (8)		
Eligible Corporal Ranks (2)		
<hr/>		
35.25	TOTAL	

*\*Effective Hiring Date 1/1/2020*

*All other new positions effective hiring date 7/1/2019*





## AUTHORIZED COUNTY GOVERNMENT POSITIONS SUMMARY

STAFFING SUMMARY	FY2018 Adjusted	FY2019 Approved	FY2019 Adjusted	FY2020 Request	FY2020 Recommended
Commissioners of St. Mary's County	6.50	6.50	6.50	6.50	6.50
County Administrator	6.00	6.00	6.00	8.00	6.00
Department on Aging & Human Services	28.55	30.75	30.75	32.50	32.50
County Attorney	5.00	5.00	5.00	6.00	6.00
Economic Development	10.00	8.00	8.00	8.00	9.00
Department of Finance	17.00	17.00	17.00	18.00	18.00
Human Resource	9.00	9.00	9.00	9.75	9.75
Land Use & Growth Management	31.00	31.00	31.00	31.00	32.00
Planning Commission	8.00	8.00	8.00	8.00	8.00
Board of Appeals	6.00	6.00	6.00	6.00	6.00
Public Works and Transportation	126.50	134.50	136.50	146.50	145.50
Recreation & Parks	40.00	40.00	40.00	40.00	40.00
Emergency Services	42.50	43.50	43.50	51.50	47.25
Information Technology	20.00	20.00	20.00	20.00	20.00
Circuit Court	17.00	17.00	17.00	17.00	17.00
Orphans Court	3.00	3.00	3.00	3.00	3.00
Sheriff	302.00	302.00	311.00	327.00	327.00
States Attorney	37.00	37.00	39.00	39.00	39.00
Treasurer	5.00	5.00	5.00	5.00	5.00
Social Services	2.00	2.00	2.00	2.00	2.00
Alcohol Beverage Office	1.75	1.75	1.75	1.75	1.75
Alcohol Beverage Board	5.00	5.00	5.00	5.00	5.00
Board of Elections	3.00	3.00	3.00	3.00	3.00
<b>TOTAL COUNTY GOVERNMENT</b>	<b>731.80</b>	<b>741.00</b>	<b>754.00</b>	<b>794.50</b>	<b>789.25</b>

## ST. MARY'S COUNTY TAX RATES

TAX	BASIS	FY2019 APPROVED RATE	FY2020 RECOMMENDED RATE
Property Tax	Per \$100 of assessed value	0.8478	0.9078
Local Income Tax	Percentage of taxable income	3.00%	3.20%**
Admissions & Amusement Tax	Percentage of receipts	2%	2%
Recordation Tax	Per each \$500 of value when property is sold and title recorded	Oper \$3.65 CIP Ag .35	Oper \$3.65 CIP Ag .35
Transfer Tax	Property transfer value	1%	1%
Trailer Park Tax	Space rental receipts	10%	10%
Cable T.V. Franchise Tax	Percentage of subscriber revenues	5%	5%
911 Fee (Local)	Monthly telephone bill	75¢	75¢
Public Accommodations Tax	Percentage of transient charge	5%	5%
Energy Taxes:			
Electricity Tax	% of the billed unit charge per kilowatt-hour	1.25%	1.25%
Fuel Oil	% of the billed unit charge per gallon	1.25%	1.25%
Liquefied Petroleum	% of the billed unit charge per lb.	1.25%	1.25%
Natural Gas	% of the billed unit sales	1.25%	1.25%
Impact Fees:			
Schools	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$4,625	\$5,042
	1,200 to 2,399 sq. ft.	\$4,784	\$5,418
	2,400+ sq. ft.	\$4,943	\$5,794
Parks	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$178	\$180
	1,200 to 2,399 sq. ft.	\$184	\$194
	2,400+ sq. ft.	\$190	\$207
Roads	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$1,268	\$1,330
	1,200 to 2,399 sq. ft.	\$1,312	\$1,429
	2,400+ sq. ft.	\$1,356	\$1,529
Total Impact Fees	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$6,071	\$6,552*
	1,200 to 2,399 sq. ft.	\$6,280	\$7,041*
	2,400+ sq. ft.	\$6,489	\$7,530*

\* Phase-in year two, approved methodology on March 6, 2018. Full fee calculated FY2020 \$9,092.

\*\* Effective January 1, 2020.

## ST. MARY'S COUNTY TAX RATES

FISCAL YEAR	APPROVED TAX RATE	CONSTANT YIELD TAX RATE	INCOME TAX
2000	2.08	2.02	2.92%
2001	2.27	2.03	3.10%
2002	.908	.883	3.10%
2003	.908	.889	3.10%
2004	.908	.887	3.10%
2005	.878	.880	3.05%
2006	.872	.833	3.00%
2007	.857	.812	3.00%
2008	.857	.791	3.00%
2009	.857	.782	3.00%
2010	.857	.798	3.00%
2011	.857	.8192	3.00%
2012	.857	.8607	3.00%
2013	.857	.8608	3.00%
2014	.857	.8526	3.00%
2015	.857	.8532	3.00%
2016	.8523	.8523	3.00%
2017	.8523	.8468	3.00%
2018	.8478	.8478	3.00%
2019	.8478	.8443	3.00%
2020	.9078	.8426	3.20%

The recommended property tax rate for FY2020 is \$.9078 per \$100 of assessed valuation. This is .0652 higher than the "constant yield" tax rate that is .8426, which is certified to the County by the State Department of Assessments and Taxation letter dated February 14, 2019. The "constant yield" rate is that rate necessary to offset any overall increase/decrease in the level of assessments on existing properties. The estimated annual revenue yield from each 1¢ on the property tax rate is approximately \$1.3 million.

The difference in the tax rate from tax year 2001 to 2002 reflects the change to the rate necessitated when the assessed value to which it was applied changed from 40% to 100% assessed value.

The reduction of the rate from tax year 2004 to 2005 coincides with the implementation of the emergency services support tax and adding the rescue tax.

The recommended income tax percentage of net taxable income is 3.20%. This rate will be effective on January 1, 2020. The maximum allowed rate by the State is 3.20%.

# ST. MARY'S COUNTY

## ASSESSABLE PROPERTY BASE

	BUDGET ESTIMATE FY2019	BUDGET ESTIMATE FY2020
<b>Real Property-Full Value:</b>		
Full Year	\$12,333,009,947	\$12,510,089,787
Half Year		55,929,810
<b>Business Personal Property</b>	155,000,000	160,000,000
<b>Public Utilities</b>	136,388,000	137,751,000
<b>Total Assessable Base</b>	\$12,624,397,947	\$12,863,770,597

Source: State Department of Assessments and Taxation (SDAT), Constant Yield Letter dated February 14, 2019 for real property. The SDAT website on 11/30/2018 for personal property and utilities. The assessment increase for FY2020 is 1.9%

# IMPACT OF LOCAL TAXES

## Using Average Values and Income for St. Mary's County

### Average Residential Property Taxpayer

Fair Market Value			\$291,995	*
Current Property Tax Bill:	<i>Rate per \$100</i>			
County Property Tax	<b>0.9078</b>	***	\$2,651	
Fire Tax	0.056		164	
Rescue Tax	0.023		67	
Emergency Services Support Tax	0.024		70	
Sub-Total			\$ 2,951	
Solid Waste & Recycling Fee	per property		\$91	
Total			\$ 3,042	

### Average St. Mary's County Personal Income Tax Return

MD Adjusted Gross Income			\$84,376	**
Net Taxable Income			\$68,823	**
Net County Income Tax	3.20%	***	\$ 2,202	

\* Based on average value of homes sold in FY2018 from State Department of Assessments and Taxation

\*\*Based on 42,099 taxable returns filed for tax year 2017

Source: Income Tax Summary Report, Tax Year 2017, State Comptroller's Office.

					Compared to Prior Rate Impact
***	<b>Proposed rate increase for FY2020</b>				
	County Property Tax-Real	0.9078	7/1/2019	\$175	Household
	Income Tax Percentage	3.20%	1/1/2020	\$137	Taxpayer

## COMPARISON OF SELECTED TAXES AND FEES BY SUBDIVISION - FY2019

Subdivision	Real Property Tax (1)	Homestead Property Tax Credit	Local Income Tax (2)	Recordation Tax	Local Transfer Tax	Admissions & Amusement Tax	Trailer Park Tax	Local "911" Fee	Hotel/Motel Tax	Single Dwelling Impact Fee	Residential Energy Taxes	Cable Tax
ALLEGANY	0.9750	4%	3.05%	\$3.50	0.5%	7.5%	15.0%	\$0.75	8.0%	None	.30 / ton coal	5.0%
ANNE ARUNDEL	0.9020	2%	2.50%	\$3.50	1.0%	10.0%	7.5%	\$0.75	7.0%	\$ 13,390	\$0.0025 NR Elec	5.0%
BALTIMORE CITY	2.2480	4%	3.20%	\$5.00	1.5%	10.0%	0.0%	\$0.75	9.5%	None	\$0.008547 kWh Comm - Elect.	5.0%
BALTIMORE COUNTY	1.1000	4%	2.83%	\$2.50	1.5%	10.0%	7.0%	\$0.75	8.0%	None	\$.00530 / kwh - NR Electric	5.0%
CALVERT	0.9370	10%	3.00%	\$5.00	0.0%	1.0%	20.0%	\$0.75	5.0%	None	0.0%	5.0%
CAROLINE	0.9800	5%	3.20%	\$5.00	0.5%	0.0%	\$15.00	\$0.75	5.0%	None	0.0%	5.0%
CARROLL	1.0180	5%	3.03%	\$5.00	0.0%	10.0%	\$10.00	\$0.75	5.0%	\$ 533	0.0%	5.0%
CECIL	1.0410	4%	3.00%	\$4.10	0.5%	6.0%	\$20.00	\$0.75	6.0%	None	0.0%	5.0%
CHARLES	1.1410	7%	3.03%	\$5.00	0.5%	10.0%	\$15.00	\$0.75	5.0%	None	0.00%	5.0%
DORCHESTER	1.0000	5%	2.62%	\$5.00	0.75%	0.5%	15.0%	\$0.75	5.0%	None	0.00%	n/a
FREDERICK	1.0600	5%	2.96%	\$6.00	0.0%	0.0%	0.0%	\$0.75	5.0%	\$ 15,515	0.00%	n/a
GARRETT	0.9900	5%	2.65%	\$3.50	1.0%	6.0%	15.0%	\$0.75	6.0%	None	.30 / ton coal	n/a
HARFORD	1.0420	5%	3.06%	\$3.30	1.0%	5.0%	\$10/mo	\$0.75	6.0%	\$ 11,400	0.00%	3.0%
HOWARD	1.0140	5%	3.20%	\$2.50	1.0%	7.5%	10.0%	\$0.75	7.0%	None	0.00%	5.0%
KENT	1.0220	5%	2.85%	\$3.30	0.5%	4.5%	0.0%	\$0.75	5.0%	None	0.00%	3.0%, 5.0%
MONTGOMERY	0.9810	10%	3.20%	\$3.45	1.0%	7.0%	0.0%	\$0.75	7.0%	regional rates	\$.01978/kwh - NR Electric	5.0%
PRINCE GEORGE'S	1.0000	2%	3.20%	\$2.75	1.4%	10.0%	\$5/mo	\$0.75	7.0%	\$ 36,219	\$.009908kwh Electric	5.0%
QUEEN ANNE'S	0.8470	5%	3.20%	\$4.95	0.5%	5.0%	0.0%	\$0.75	5.0%	\$5.48 sf ft	0.00%	5.0%
ST. MARY'S	0.8478	5%	3.00%	\$4.00	1.0%	2.0%	10.0%	\$0.75	5.0%	\$6071 - \$6489	1.25% Unit	5.0%
SOMERSET	1.0000	10%	3.20%	\$3.30	0.0%	4.0%	0.0%	\$0.75	5.0%	None	0.00%	3.0%
TALBOT	0.6060	0%	2.40%	\$6.00	1.0%	5.0%	\$50/qtr	\$0.75	4.0%	\$ 26,640	0.00%	5.0%
WASHINGTON	0.9480	5%	2.80%	\$3.80	0.5%	5.0%	15.0%	\$0.75	6.0%	None	0.00%	n/a
WICOMICO	0.9400	5%	3.20%	\$3.50	0.0%	6.0%	15.0%	\$0.75	6.0%	None	0.00%	5.0%
WORCESTER	0.8350	3%	1.75%	\$3.30	0.5%	3.0%	15.0%	\$0.75	4.5%	None	0.00%	n/a

(1) Per \$100 of assessed value.

Many counties levy special service property taxes by district. (St. Mary's County has an additional Fire tax of 2.4 to 5.6 cents depending upon election district and Rescue tax ranging from .9 to 2.3 cents.)

(2) As percent of Maryland State taxable income.

Sources: Maryland Association of Counties - Budgets, Tax Rates, & Selected Statistics, Fiscal Year 2019

Impact Fees - Phase in Year Two - July 1, 2019 to \$6,552 per dwelling size up to 1,199 sq. ft.; \$7,041 per size 1,200 to 2,399 sq. ft.; \$7,530 per size 2,400+ sq. ft.

Proposed Changes FY2020:

1-Jul-19 0.9078 Property Tax Rate

1-Jan-20 3.20% Income Tax Rate

**FY2020 FEES AND CHARGES REQUEST CHANGES**

<b>ENTERPRISE FUND REVENUES:</b>		<b>Rate for Current Fiscal Year July 1, 2018 - June 30, 2019</b>	<b>FY2020 Request for Rate Change</b>	<b>Projected Revenue at Current Rate</b>	<b>Projected Revenue at Proposed Rate</b>
<b>Recreation &amp; Parks Enterprise Funds</b>					
<u>Child Care Programs</u>				\$ 1,312,215	\$ 1,371,000
<b>1 Green Holly School Age Care (SAC)</b>	Before / After MONTHLY	\$ 50.00	\$ 55.00		
<b>2 Greenview Knolls SAC</b>	One (1) Child	\$ 375.00	\$ 390.00		
<b>3 Hollywood SAC</b>	Sibling	\$ 355.00	\$ 370.00		
<b>4 Leonardtown SAC</b>	Before / After MONTHLY including "Out of School Camp"				
<b>5 Letti Dent SAC</b>	One (1) Child	\$ 410.00	\$ 425.00		
<b>6 Oakville SAC</b>	Sibling	\$ 370.00	\$ 385.00		
<b>7 Duke SAC</b>	Before Only MONTHLY				
<b>8 Town Creek SAC</b>	One (1) Child	\$ 250.00	\$ 265.00		
<b>9 Hollywood Recreation Center</b>	Sibling	\$ 235.00	\$ 250.00		
	After Only MONTHLY				
	One (1) Child	\$ 260.00	\$ 275.00		
	Sibling	\$ 245.00	\$ 260.00		
	Early School dismissal	\$ 20.00			
	Out of School	\$ 30.00	\$ 35.00		
	PM Care for School Age Children MONTHLY				
	One (1) Child	\$ 275.00	\$ 290.00		
	Sibling	\$ 260.00	\$ 275.00		
	Teen After School	\$ 275.00	\$ 290.00		
	One (1) Child	\$ 275.00	\$ 290.00		
	Sibling	\$ 260.00	\$ 275.00		
<u>Summer Camps</u>				\$ 77,500	\$ 85,000
	Junior Counselor Camp	\$ 375.00	\$ 385.00		
	Specialized Theme Camps	\$ 140.00	\$ 150.00		
	Stem Themed Camps	\$ 200.00	\$ 210.00		
	Teen Camps	\$ 200.00	\$ 225.00		
	Field Trip Camps	\$ 175.00	\$ 185.00		
	Tiny Tots Camps	\$ 70.00	\$ 80.00		
	Extended Care	\$ 15.00	\$ 20.00		
<u>Therapeutic</u>				\$ 33,750	\$ 36,000
<b>New Horizons</b>	New Horizons is a Five-week summer camp children with various disabilities, provided in with St. Mary's County Public Schools	\$750	\$800		
<b>Camp Inspire</b>	Camp Inspire is a four week, co-ed, day camp	\$ 600.00	\$ 640.00		
<u>Gymnastics</u>				\$ 305,360	\$ 357,108
	Membership (Required for classes and includes various discounts)	\$ 15.00	\$ 60.00		
	Parents & Tots I	\$ 80.00	\$ 90.00		
	Parents & Tots II	\$ 80.00	\$ 90.00		
	Tumble Tots	\$ 80.00	\$ 90.00		
	Tumble Bees	\$ 80.00	\$ 90.00		
	Kindergym	\$ 80.00	\$ 90.00		
	Kartwheel Kids	\$ 85.00	\$ 95.00		
	Beginner Gymnastics	\$ 85.00	\$ 95.00		
	Advanced Gymnastics	\$ 85.00	\$ 95.00		
	Boys Gymnastics	\$ 95.00	\$ 100.00		
	Cheerleaders	\$ 85.00	\$ 95.00		

**FY2020 FEES AND CHARGES REQUEST CHANGES**

<b>ENTERPRISE FUND REVENUES:</b>	<b>Rate for Current Fiscal Year July 1, 2018 - June 30, 2019</b>	<b>FY2020 Request for Rate Change</b>	<b>Projected Revenue at Current Rate</b>	<b>Projected Revenue at Proposed Rate</b>
Gymnastics Team				
Pre-Team (decrease)	\$ 130.00	\$ 55.00		
Level 2	\$ 155.00	\$ 178.00		
Level 3	\$ 200.00	\$ 230.00		
Level 4	\$ 200.00	\$ 280.00		
Level 5	\$ 200.00	\$ 322.00		
Level 6	\$ 280.00	\$ 385.00		
Level 7-10	\$ 280.00	\$ 385.00		
<b><u>Leisure/Special Programs</u></b>			\$ 22,500	\$ 45,000
Mother Son Kickball	\$ 25.00	\$ 40.00		
Daddy Daughter Dance	\$ 35.00	\$ 40.00		
Mother Son Dance	\$ 35.00	\$ 40.00		
Birthday Parties	\$ 150.00	\$ 160.00		
Christmas Event - Tiny Tots	\$ 15.00	\$ 25.00		
Youth Leisure Program - Physical Fitness Progra	\$25-\$125	\$24-\$95		
Adult Leisure - Special Interest	\$0-\$90	\$0-200		
Adult Fitness Program	\$20-\$200	\$45-\$120		
<b><u>Sports Programs</u></b>			\$ 133,100	\$ 152,950
<b>Regional Park - Field Rental</b>				
Adult League Field Rental	\$ 35.00	\$ 45.00		
Field Rental (Night Games - Adults)	\$ 35.00	\$ 45.00		
<b>Chancellors Activity Center</b>				
Activity Room	\$100/flat rate	\$30/Hr		
Loffler	\$400/flat rate	\$100/Hr		
Weisman	\$400/flat rate	\$100/Hr		
Senior Lounge	\$175/flat rate	\$40/Hr		
Teen Lounge	\$175/flat rate	\$40/Hr		
<b>Carver Recreation Center</b>				
Gym Rent 201-300 People	\$ 90.00	\$ 125.00		
<b>Sports</b>				
Basketball Programs				
Summer Youth Basketball	\$ 85.00	\$ 95.00		
Youth Basketball	\$ 85.00	\$ 95.00		
Biddy Basketball	\$ 50.00	\$ 60.00		
Basketball	\$ 85.00	\$ 95.00		
Select Basketball	\$ 110.00	\$ 120.00		
Volleyball Programs				
Adult Volleyball (with referee's)	\$ 475.00	\$ 500.00		
Adult Volleyball (without referee's)	\$ 375.00	\$ 400.00		
<b><u>Waterfront Parks</u></b>			\$ 58,850	\$ 67,400
Per Vehicle (resident)	\$ 6.00	\$ 7.00		
Season Pass 1 Park (resident)	\$ 20.00	\$ 25.00		
Season Pass 2 Parks (resident)	\$ 25.00	\$ 30.00		
Season Pass 3 Parks (resident)	\$ 45.00	\$ 55.00		
Per Vehicle (non-resident)	\$ 12.00	\$ 13.00		
Season Pass 1 Park (non-resident)	\$ 40.00	\$ 45.00		
Season Pass 2 Parks (non-resident)	\$ 50.00	\$ 55.00		
Season Pass 3 Parks (non-resident)	\$ 90.00	\$ 100.00		
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS</b>			\$ 1,943,275	\$ 2,114,458



**FY2020 FEES AND CHARGES REQUEST CHANGES**

ENTERPRISE FUND REVENUES:	Rate for Current Fiscal Year July 1, 2018 - June 30, 2019	FY2020 Request for Rate Change	Projected Revenue at Current Rate	Projected Revenue at Proposed Rate
<b>LAND USE &amp; GROWTH MANAGEMENT</b>				
<b><u>Inspection Fees:</u></b>				
DPW&T Inspection Extension Fee	3% of bond balance after 3 years	Delete - NC	\$ -	\$ -
<b><u>Board of Appeals Action</u></b>				
Conditional Use	\$750 + \$50 Ad. fee	\$750 + Delete - NC	\$ -	\$ -
Expansion of Non-Conforming Use	\$670 + \$50 Ad. fee	\$670 + Delete - NC	\$ -	\$ -
Variance of Zoning Ordinance	\$500 + \$50 Ad. fee	\$500 + Delete - NC	\$ -	\$ -
<b><u>Administrative Variance</u></b>				
LUGM Fee	\$500 + \$50 Ad. fee	\$500 + Delete - NC	\$ -	\$ -
DPW&T Fee	\$500	Delete - NC		
<b><u>Consultant Review Fee for projects other than major subdivisions where submitted plans require outside review</u></b>				
DPW&T Fee	Consultant Fee + 5%	Delete - NC	\$ -	\$ -
* Contact LUGM and/or DPWT for Consultant fee cost				
<b>SUMMARY</b>				
FY2019 Current Rate			\$	1,943,275
FY2020 Proposed Rate			\$	2,114,458
Proposed Increase in Revenue			\$	171,183

# DEBT AND FUND BALANCE

## DEBT

The St. Mary's County Code requires that the budget include a statement of the bonded and other indebtedness of the County government and its agencies, including self-liquidating and special taxing district debts. The following statement of long-term obligations is included in the Annual Financial Statement and Independent Auditors' Report of the County Commissioners of St. Mary's County for the year ended June 30, 2018.

Another statement is included which summarizes the legal debt margin of the County under existing law. Section 27-11 of the Code of St. Mary's County provides that the aggregate amount of bonds outstanding at any one time may not exceed 2.15% upon the assessable basis of the County. All bonds or other evidence of indebtedness issued under the authority of the Sanitary Commission Act shall be subject to the percent limitation. Excluded from the debt limitation calculation are bonds issued for special taxing districts or self-liquidating projects.

## DEBT MEASUREMENT

Two ratios that are completed during the review of the Capital Improvement Budget process are "Debt to Assessed Value" and "Debt Service to Revenues". In the latest Debt Capacity statement completed – the "Debt to Assessed Value" ratio ranged from 1.69% to 2.13% in the six year plan. The "Debt Service to Revenues" ratio ranged from 5.56% to 6.69%, beneath the policy limit of 10%.

## FUND BALANCE

Included are selected pages from the most recent audited financial statements regarding fund balance. These include: a schedule summarizing the key elements of fund balance, as reported, and a brief discussion of the designations.

The June 30, 2018 audit reflects an unassigned general fund balance of \$36,501,672. The County's Fund Balance Policy approved in August 2015, states we will maintain or be above 15%. As of June 30, 2018, the ratio of County Reserves to Revenues is 23.28%. County reserves consist of the Unassigned Fund Balance, the Bond Rating Reserve, and the Rainy Day Fund.

It is important to the County and the Rating Agencies to maintain a high level of reserves to avoid sudden disruption or elimination of services. These County Reserves allow time to plan and address changes such as revenue shortfalls, or cost shifts. The FY2020 Recommended Budget includes designation of Fund Balance from the Unassigned for CIP Pay-Go in the amount of \$13,093,852 and \$1,051,398 for non-recurring expenditures in the general fund for FY2020. \$2,000,000 is planned for FY2021 for additional CIP Pay-Go. With these uses of unassigned fund balance the County will remain within the 15% policy.

**Commissioners of St. Mary's County**  
**Notes to Financial Statements**  
**June 30, 2018**

The annual requirements to amortize all debt outstanding as of June 30, 2018 including interest of \$14,331,147, except for the accrued landfill closure and postclosure costs, accumulated unpaid leave benefits, exempt financing, surplus property debt and Maryland Water Quality Loans, are as follows:

<u>Years ending June 30,</u>	Governmental Activities		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	\$ 8,748,000	\$ 2,125,014	\$ 10,873,014
2020	8,990,000	1,876,466	10,866,466
2021	6,653,000	1,666,213	8,319,213
2022	6,857,000	1,474,103	8,331,103
2023	5,147,000	1,285,339	6,432,339
2024-2028	17,497,000	4,138,690	21,635,690
2029-2033	10,565,000	1,422,246	11,987,246
2034-2038	6,715,000	343,076	7,058,076
Total	\$ 71,172,000	\$ 14,331,147	\$ 85,503,147

A summary of the totals above by debt type is as follows:

	General Obligation		Special Assessment	
	Bonds	State Loans	Fund	Total
Principal	\$ 71,172,000	\$ 705,024	\$ 645,870	\$ 72,522,894
Interest	14,331,147	-	-	14,331,147
	\$ 85,503,147	\$ 705,024	\$ 645,870	\$ 86,854,041

**Note that this is a copy of page 61 & 62 from the Commissioners of St. Mary's County, MD FY2018 Audited Financial Statements**

# ST. MARY'S COUNTY LEGAL DEBT MARGIN UNDER EXISTING LAW

Estimated July 1, 2019 assessed property value	\$12,807,840,787
Legal debt limit	2.15%
Borrowing limitation under the law	\$275,368,576
Outstanding debt issued as of July 1, 2019*	\$191,192,043
Debt margin as of July 1, 2019	\$84,176,533
Ratio of debt to assessed property value	1.49%

**Note:**

The St. Mary's County Code Legal Debt Limit may not exceed 2.15% of the assessable property base of the County. Excluded from this calculation are bonds issued for projects to be paid from other than County government sources (e.g., special-taxing districts). The County's ratio of debt to estimated assessed property value as of July 1, 2019 is estimated to be 1.49%. By comparison, the ratio as of July 1, 2018 was 1.37%. Based on the plan, and other assumptions, the ratio is estimated to range from 1.69% to 2.13% in the 6 year capital plan.

The legal debt limit must be analyzed in conjunction with other debt affordability measures such as debt service as a percent of general fund revenues, debt per capita, and debt as a percentage of per capita personal income. The County policy also calls for debt service to be less than 10% of the expenses. These debt measures are reviewed with each budget phase by the Department of Finance. The ratio of debt service to the operating budget stays well below the 10% required by the County's debt policy. The ratio for FY2019 was 5.20%. Based on the capital plan, and other assumptions, the ratio is expected to be 5.87% in FY2020, and is expected to range from 5.56% to 6.69% in the 6 year plan.

\*Includes the estimated debt of Metcom as of July 1, 2019 in the amount of \$97,498,220 plus the County's debt of \$93,693,823.

Commissioners of St. Mary's County  
Notes to Financial Statements  
June 30, 2018

7. Fund balances

A summary of the nonspendable, restricted, committed, assigned and unassigned fund balances as of June 30, 2018 is as follows:

	Special Revenue Funds			Debt Service Fund	
	General Fund	Fire & Rescue Revolving	Emergency Support	Special Assessments	Capital Projects Fund
<b>Nonspendable</b>					
Inventory	\$ 1,331,602	\$ -	\$ -	\$ -	\$ -
Prepaid expenses	155,096				
Interfund advance (Wicomico)	745,402	-	-	-	-
<b>Total nonspendable</b>	<b>2,232,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Restricted</b>					
Domestic Violence Programs	3,510	-	-	-	-
County matching funds for approved grants	225,977	-	-	-	-
Funding sources specified for capital projects					
Land preservation	-	-	-	-	2,133,663
Various capital projects - transfer tax	-	-	-	-	14,599,146
County pay-go	-	-	-	-	2,019,803
Roads- impact fees	-	-	-	-	96,084
Roads- mitigation	-	-	-	-	141,517
Parks- impact fees	-	-	-	-	351,056
Parks- mitigation	-	-	-	-	46,753
Schools-impact fees	-	-	-	-	4,778,026
Schools-mitigation	-	-	-	-	34,125
<b>Total restricted</b>	<b>229,487</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,200,173</b>
<b>Committed</b>					
Bond rating reserve	13,624,227	-	-	-	-
Rainy day fund	1,625,000	-	-	-	-
Operating budget, non-recurring items	2,085,000	-	-	-	-
Other, net, including grants	-	366,670	1,116,380	428,688	-
<b>Total committed</b>	<b>17,334,227</b>	<b>366,670</b>	<b>1,116,380</b>	<b>428,688</b>	<b>-</b>
Assigned	3,879,316	-	-	-	-
Unassigned	36,501,672	-	-	-	(7,614,407)
<b>Total fund balances</b>	<b>\$ 60,176,802</b>	<b>\$ 366,670</b>	<b>\$ 1,116,380</b>	<b>\$ 428,688</b>	<b>\$ 16,585,766</b>

Note that this is a copy of page 70 from the Commissioners of St. Mary's County, MD FY2018 Audited Financial Statements

Commissioners of St. Mary's County  
Notes to Financial Statements  
June 30, 2018

7. Fund balances (continued)

St. Mary's County spends funds in the following order: committed, then assigned, then unassigned.

The Board of County Commissioners (Board) is the highest level of decision-making authority, and committed funds are established by resolution, legislation, ordinance, and/or contractual action through the budget process. Those committed amounts cannot be used for any other purpose without Board action.

The authority for assigning fund balance is delegated to the Finance Department by the Board to carry out their approved plan.

The nonspendable fund balance includes:

Inventory - The amount of inventory at June 30, 2018, carried as an asset.

The restricted fund balance includes:

Domestic violence programs - The amount of marriage license fees committed for domestic violence programs, by resolution.

County matching funds for approved grants – The amount of county funding that is committed as a match to grants that were budgeted in FY2018, but for which the period extends beyond June 30, 2018. These funds will be needed to meet the obligations of the grant.

Revenues appropriated for capital projects - The amount of revenue collected to date, which has been obligated through the budget process for specific capital projects and will be used for future capital project expenses.

The committed fund balance includes:

Bond Rating Reserve – set by ordinance, at a minimum of 6% of the next year's revenues

Bond Rainy Day Fund – established by the Commissioners for unanticipated events.

The debt service fund assigned fund balance includes:

Retirement of long-term obligations - The amount of future revenue (collections) of Special Assessments that is legally restricted to expenditures for specified purposes. This future revenue will be used for the retirement of long-term obligations.

The general fund assigned fund balance is composed of:

Encumbrances	\$ 2,697,515
Miscellaneous revolving fund	<u>1,181,801</u>
	<u>\$ 3,879,316</u>

Note that this is a copy of page 71 from the Commissioners of St. Mary's County, MD FY2018 Audited Financial Statements

Commissioners of St. Mary's County  
Notes to Financial Statements  
June 30, 2018

7. Fund balances (continued)

As a part of our FY2019 budget process, unassigned fund balance was used for \$2,085,000.

When unassigned fund balance is used, it is for one-time, non-recurring expenses.

In May 2018, as a part of the approval of the FY2019 budget, the Board approved to use unassigned fund balance: \$1,000,000 for school safety, and \$1,085,000 for Public Administration software upgrade and Public Safety study on software.

UNASSIGNED (\$28,309,751)

Remains unassigned; to help avoid sudden disruption or elimination of services, by allowing time for a plan to be developed to address such changes, revenue shortfalls, or cost shifts. And, given the still uncertain economy and the federal budget situation and its impact on the County's largest employment sector, it can help the County to weather negative revenue results for a limited period of time.

Each subsequent budget will include evaluation of the fund balance levels and assumptions upon which the plan was developed to determine whether it needs to be revised.

Note that this is a copy of page 72 from the Commissioners of St. Mary's County, MD FY2018 Audited Financial Statements

# CODE OF ST. MARY'S COUNTY

## CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

**27-1 Fiscal and tax year.**

The fiscal or budget year and the tax year of the county shall begin on July 1, and shall end on June 30 of the succeeding year, unless otherwise prescribed by State Law.

**27-2 Definitions.**

In this chapter the following words have the meaning indicated:

**CAPITAL BUDGET** - The plan of the county to receive and expend funds for capital projects during the first fiscal year included in the capital program.

**CAPITAL PROGRAM** - The plan of the county to receive and expend funds for capital projects during the fiscal year covered by the capital budget and the next succeeding five (5) fiscal years thereafter.

**CAPITAL PROJECT:**

- (A) Any physical public betterment or improvement and any preliminary studies and surveys relative thereto;
- (B) The acquisition of property of a permanent nature for public use; and
- (C) The purchase of equipment for any public betterment or improvement when first constructed.

**COUNTY GOVERNMENT** - Includes all offices, courts, departments, institutions, corporations, boards, commissions, agencies and their officers, agents and employees who receive or disburse county funds.

**CURRENT EXPENSE BUDGET** - The plan of the county to receive and expend the funds for charges incurred for operation, maintenance, interest and other charges for the ensuing fiscal year.

**27-3 Submission of lists of proposed projects by county agencies.**

- (A) The county budget shall consist of the current expense budget, the capital budget and capital program and the budget message. It shall represent a complete financial plan for the county reflecting all receipts and disbursements from all sources, including all revenues, all expenditures and the surplus or deficit in the general and all special funds of the county government.
- (B) Annual work programs.
  - (1) When the Board of County Commissioners directs, each office, court, department, institution, board, commission, corporation or other agency of the county government shall submit to the Chief Financial Officer annual work programs setting forth the nature, volume, cost and other factors concerning the work to be performed and the estimates of the revenues and expenditures of their operations for the ensuing fiscal year. Estimated revenues shall be detailed as to source and estimated expenditures as to function, activity or otherwise, as directed by the Chief Financial Officer.
  - (2) The proposed current expense budget shall contain not less than the following information:
    - (a) A statement of all revenue estimated to be received by the county during the ensuing fiscal year, classified so as to show the receipts by funds and source of income;
    - (b) A statement of debt service requirement for the ensuing fiscal year;
    - (c) A statement of the estimated cash surplus, if any, available for expenditure during the ensuing fiscal year;
    - (d) A statement of the bonded and other indebtedness of the county government and its agencies, including self-liquidating and special taxing district debts;



# CODE OF ST. MARY'S COUNTY

## CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

- (e) A detailed statement of the estimated receipts and budget outlays of the current ending fiscal year, listing such budgetary items by function, activity and sub activity, and a detailed statement of the recommended and approved expenditures for the ensuing fiscal year, listing such expenditures by function, activity, and sub activity; and
- (f) Any other material which the County Commissioners may deem advisable.

### (C) List of Capital Projects.

- (1) At whatever times the Board of County Commissioners may direct, each office, court, department, institution, board, commission, corporation, or other agency of the county government shall submit to the Chief Financial Officer for transmission to the Planning Commission an itemized list of the capital projects which each agency proposes to undertake in the ensuing fiscal year and the next succeeding five (5) fiscal years thereafter. After consideration by the Planning Commission, the Director of Planning and Zoning function shall transmit to the Chief Financial Officer the list of projects recommended by the Commission together with his recommendations on the projects to be undertaken in the periods aforesaid and estimates of the cost thereof. The County Commissioners, with the assistance of the Chief Financial Officer, shall consider such recommendations with the other budget proposals and shall recommend to the general public, together with the current expense budget, a complete capital budget and capital program.
- (2) The proposed capital budget and capital program shall be so arranged as to set forth clearly the plan of proposed capital projects to be undertaken in the ensuing fiscal year and in each of the next five (5) fiscal years and also the proposed means of financing them. The capital budget shall include a statement of the receipts anticipated during the ensuing fiscal year from all borrowing and from other sources for capital projects.

- (D) The budget message shall contain supporting summary tables and shall explain the proposed current expense budget and capital program, both in fiscal terms and in terms of work to be done. It shall outline the proposed financial policies of the county for the ensuing fiscal year and describe the important features of the current expense budget. It shall indicate any major changes in financial policies and in expenditures, appropriations and revenues, as compared with the fiscal year currently ending, and shall set forth the reasons for such changes. The message shall also include such other material as the County Commissioners may deem desirable.

### **27-4 Deadline for preparation and signing; inspection by public.**

Before April 1 in each year, the County budget shall have been prepared and signed by a majority of the Board of County Commissioners. At least three (3) complete copies shall be open to inspection by the public during regular business hours at the office of the Board of County Commissioners. One (1) copy shall be supplied to each newspaper of general circulation in the county and to each county library.

### **27-5 Notice of hearings; hearing dates.**

Upon approval of the proposed county budget, the Budget Officer of the county shall cause to be published in at least one (1) or more newspapers of general circulation published in the county, a notice of the places and times of the public hearings on the proposed budget. The hearings shall be held not less than twenty (20) nor more than forty (40) days after the date of the filing of the proposed budget.

# CODE OF ST. MARY'S COUNTY

## CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

**27-6 Revisions after public hearing; adoption of budget.**

After the public hearings specified in the preceding section, the Board of County Commissioners may revise the proposed budget and any part of it by increasing, decreasing, eliminating, or adding items. Items may not be consolidated in such a manner as to reduce the detailed statements of the appropriations. The Board of County Commissioners shall further be authorized to revise the schedule of anticipated receipts and estimated rates for general and special taxes. The annual budget and appropriation act shall be adopted by June 1, or if June 1 is a legal holiday, the first day thereafter. The adoption of the budget shall be by the affirmative vote of not less than three (3) members of the Board of County Commissioners.

**27-7 Distribution of copies of budget; levy of taxes.**

- (A) The budget, as adopted, shall be reproduced in sufficient copies for distribution, free of charge, to the press and the head of each office, department or agency of the county government. Copies of the budget shall likewise be given to any interested person on request. However, in order to discourage waste, the County Commissioners may prescribe a charge for each copy of the adopted budget, but that charge is not to exceed the actual cost of its reproduction.
- (B) The adopted budget shall take effect on the first day of the fiscal year to which it applies.
- (C) When the county budget shall have been finally adopted in the Annual Budget and Appropriation Act, the County Commissioners shall levy and cause to be raised the amount of taxes required by the budget in the manner provided by law so that the budget shall be balanced as to proposed income and expenditures.

**27-8 Transfer of appropriations; unexpended and unencumbered appropriations.**

- (A) Transfers of appropriations between general classifications of expenditures in the current expense budget may be authorized by the County Commissioners.
- (B) Interproject transfers of appropriations between capital projects in the capital budget may be authorized by the County Commissioners.
- (C) These provisions may not be construed to prevent the County Commissioners from providing interfund cash borrowing to meet temporary cash requirements nor to prevent reimbursements among funds to services rendered.
- (D) Unless otherwise provided by public general law, all unexpended and unencumbered appropriations in the current expense budget remaining at the end of the fiscal year shall revert to the county treasury. An appropriation for a capital project in the capital budget does not revert until the purpose for which the appropriation was made has been accomplished or abandoned. However, any capital project shall stand abandoned if three (3) fiscal years elapse without any expenditure from or encumbrance of that appropriation. The balances remaining to the credit of the completed or abandoned capital projects shall be available for appropriation in subsequent capital budgets.

**27-9 Additional or emergency appropriations.**

- (A) During any fiscal year, the County Commissioners, upon the recommendation of the Chief Financial Officer, by ordinance, may make additional, supplementary or emergency appropriations from contingent funds, from revenues received from anticipated sources but in excess of budget estimates therefor or from revenues received from sources not anticipated in the budget for the current fiscal year, provided that the Chief Financial Officer shall first certify, in writing, that such funds are available for such appropriation. A supplemental appropriation may not exceed the amount of the funds so certified.

# CODE OF ST. MARY'S COUNTY

## CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

- B) To the extent that there are not any available unappropriated revenues to meet such emergency appropriations, the County Commissioners, by ordinance, may authorize the issuance of emergency notes which may be renewed from time to time. However, such notes and renewals shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made. The total of emergency appropriations in any fiscal year shall not exceed one percent (1%) of all appropriations, including those for debt service, made in the budget for such year.

**27-10 Expenditures in excess of amounts appropriated.**

An office, department, institution, board, commission or other agency of the county government during any fiscal year may not expend, or contract to expend, any money or incur any liability or enter into any contract, which by its terms involves the expenditure of money, for any purpose in excess of the amounts appropriated or allotted for the same general classification of expenditure in the budget for such fiscal year or in any supplemental appropriation as hereinabove provided. A payment may not be made nor any obligation or liability incurred, except for small purchases in an amount less than one hundred dollars (\$100), unless the chief financial officer first certifies that the funds for the designated purpose are available. Any contract, verbal or written, made in violation of this section is null and void.

**27-11 Percentage limitation for certain evidences of indebtedness; exceptions.**

- (A) Unless and until otherwise provided by ordinance of the County Commissioners within the limitations provided by public general law, the aggregate amount of bonds and other evidences of indebtedness outstanding at any one time may not exceed two and fifteen hundredths (2.15%) percent upon the assessable real property in the County other than the operating real property of a public utility and five (5) percent upon upon the assessable personal property and operating real property of a public utility. However, tax anticipation notes or other evidences of indebtedness having a maturity not in excess of twelve (12) months, bonds or other evidences of indebtedness issued or guaranteed by the county payable primarily or exclusively from taxes levied in or on or other revenues of special taxing areas or districts heretofore or hereafter established by law, and bonds or other evidences of indebtedness issued for self-liquidating and other projects payable primarily or exclusively from the proceeds of assessments or charges for special benefits or services, are not subject to or to be included as bonds or evidences of indebtedness in computing or applying the percent limitation above provided.
- (B) All bonds or other evidences of indebtedness issued under the authority of the Sanitary Commission Act shall be subject to the percent limitation set forth in subsection A of this section. Responsibility for repayment shall remain with the St. Mary's Metropolitan Commission.
- (C) All bonds or other evidences of indebtedness issued by the County Commissioners for the benefit of St. Mary's Hospital of St. Mary's County may not be included as bonds or other evidences of indebtedness in computing or applying the percent limitation provided in Subsection A of this section.