

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Commissioners of St. Mary's County will hold a Public Hearing on April 17, 2018, at 6:30 p.m. at the Great Mills High School, 21130 Great Mills Road, Great Mills, Maryland 20634 to consider adoption of:

Constant Yield Tax Rate Hearing

Solid Waste Environmental Service Fee Rate Increase

Land Use & Growth Management Permit Fee Rate Increases

FY2019 Recommended Budget

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

Written comments may be submitted on or before April 24, 2018, to: Commissioners of St. Mary's County, P.O. Box 653, Leonardtown, MD 20650, or to csmc@stmarysmd.com.

Copies of the proposed Ordinances and the FY2019 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 FY2019 Recommended Budget.

COMMISSIONERS OF ST. MARY'S COUNTY

By: L. Jeannett Cudmore, Chief Financial Officer

Advertise April 6 and 13, 2018

ST. MARY'S COUNTY NOTICE OF A PROPOSED REAL PROPERTY TAX INCREASE

The Commissioners of St. Mary's County proposes to increase real property taxes.

1. For the tax year beginning July 1, 2018, the estimated real property assessable base will increase by .4%, from \$12,137,669,785 to \$12,188,452,470.
2. If St. Mary's County maintains the current tax rate of \$.8478 per \$100 of assessment, real property tax revenues will increase by .4% resulting in \$430,536 of new real property tax revenues.
3. In order to fully offset the effect of increasing assessments, the real property tax rate should be reduced to \$.8443, the constant yield tax rate.
4. The County is considering not reducing its real property tax rate enough to fully offset increasing assessments. The County proposes to adopt a real property tax rate of \$.8478 per \$100 of assessment. This tax rate is .4% higher than the constant yield tax rate and will generate \$430,536 in additional property tax revenues. A public hearing on the proposed real property tax rate increase will be held at 6:30 p.m. on April 17, 2018 at Great Mills High School, 21130 Great Mills Road, Great Mills, Maryland 20634. The hearing is open to the public, and public testimony is encouraged.

Persons with questions or wanting additional information regarding this hearing may call (301) 475-4200 extension *1203, refer to the Public Hearing Notice at www.stmarysmd.com, and/or visit St. Mary's County Finance Office, Chesapeake Building, 41770 Baldrige Street, Leonardtown, Maryland 20650.

Subject: To Repeal and Replace Ordinance 2004-19 and to set the Building Permit Fees

ORDINANCE

TO REPEAL AND REPLACE ORDINANCE 2004-19 AND TO SET THE BUILDING PERMIT FEES

WHEREAS, pursuant to § 13-906 of the *Local Government Article* of the *Annotated Code of Maryland*, the Commissioners of St. Mary’s County may adopt a building code to provide for constructing, maintaining and repairing buildings and other structures; and

WHEREAS, the Commissioners of St. Mary’s County did adopt building construction codes pursuant to Ordinance 2016-29; and

WHEREAS, pursuant to § 20-706 of the *Local Government Article* of the *Annotated Code of Maryland*, the Commissioners of St. Mary’s County shall set building permit fees and the current fees have remained unchanged since 2004; and

WHEREAS, a notice of a public hearing was advertised on April 6, 2018 and April 13, 2018 in *The Enterprise*, a newspaper of general circulation in St. Mary's County, and a public hearing was held on April 17, 2018, to receive public comment and consider the setting of the Schedule of Fees; and

WHEREAS, the Commissioners of St. Mary's County find that it is in the best interest of the health, safety and welfare of the citizens of St. Mary's County to set the building permit fees,

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of St. Mary’s County, pursuant to § 20-706 of the *Local Government Article* of the *Annotated Code of Maryland* that Ordinance 2004-19 regarding the building permit fees for St. Mary’s County is hereby rescinded and replaced as follows:

SECTION I.

SCHEDULE OF PERMIT FEES FOR ST. MARY’S COUNTY

1. BUILDING PERMIT FEES

Structures and Related Uses

Agricultural, forestry and fishery structures	No Fee
Construction of all single family and two family dwelling structures and mobile homes and appurtenances thereto (porches, decks, etc.)	\$.16 per square foot

**Subject: To Repeal and Replace
Ordinance 2004-19 and to set
the Building Permit Fees**

Townhouses, apartments, multi-family dwellings and appurtenances thereto (porches, decks, etc.)	\$.16 per square foot
Detached residential accessory structures	\$.03 per square foot
Commercial, industrial and non-residential buildings and structures	\$.16 per square foot
Retail petroleum storage tanks	\$.16 per cubic yard
Retail petroleum pumps	\$ 20 each
Rental parking lots	\$.05 per square foot
Private swimming pools	\$ 20
Community swimming pools	\$ 40
Private piers, revetments, shoreline structures	\$ 20
Mobile Home/RV Park lots, pads, spaces	\$ 20 each
Antenna structures exceeding 30 feet in height	\$ 20
Additions to existing structures	computed at same rate for existing structure use shown above
Demolition Permits	\$ 20
Minimum Permit Fee	\$ 20
Permit Revision Fee	\$ 20
Permit Transfer Fee	\$ 80

2. ELECTRICAL PERMIT FEES

Subject: To Repeal and Replace Ordinance 2004-19 and to set the Building Permit Fees

Electrical Permit

\$ 20

NOTE: For any fees for use or structures not covered herein, the Planning Director or designee shall equate the fee to the nearest use or structure on the schedule above.

SECTION II. This Ordinance shall be effective December 1, 2018.

Those voting Aye: _____

Those voting Nay: _____

Those Abstaining: _____

Date of Adoption: _____

ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY

Rebecca B. Bridgett
County Administrator

James R. Guy, Commissioner President

Michael L. Hewitt, Commissioner

Approved as to form and legal
sufficiency: _____

Tom Jarboe, Commissioner

David A. Weiskopf
Acting County Attorney

Todd B. Morgan, Commissioner

John E. O'Connor, Commissioner

Subject: To Amend Chapter 223 of the Code of St. Mary's County, Maryland, to Provide for and Set the Schedule of Fees

ORDINANCE

TO AMEND CHAPTER 223 OF THE CODE OF ST. MARY'S COUNTY, MARYLAND, TO PROVIDE FOR AND SET THE SCHEDULE OF FEES

WHEREAS, pursuant to the *Land Use Article* of the *Annotated Code of Maryland*, the Commissioners of St. Mary's County are authorized to adopt a Comprehensive Zoning Ordinance; and

WHEREAS, St. Mary's County Comprehensive Zoning Ordinance §22.8 of Chapter 285 of the Code of St. Mary's County, Maryland states that the Commissioners of St. Mary's County may establish a schedule of fees, charges, expenses and fines and a collection and refund procedure for zoning certificates, appeals, violations, and other matters pertaining to the Comprehensive Zoning Ordinance; and

WHEREAS, a notice of a public hearing was advertised on April 6, 2018 and April 13, 2018 in *The Enterprise*, a newspaper of general circulation in St. Mary's County, and a public hearing was held on April 17, 2018, to receive public comment and consider the setting of the Schedule of Fees; and

WHEREAS, the Commissioners of St. Mary's County find that it is in the best interest of the health, safety and welfare of the citizens of St. Mary's County to set the Schedule of Fees,

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of St. Mary's County, pursuant to §22.8 of Chapter 285 of the Code of St. Mary's County, Maryland that:

SECTION I. Article III of Chapter 223 of the *Code of St. Mary's County, Maryland*, be repealed and re-enacted to read as follows:

SCHEDULE OF FEES FOR ST. MARY'S COUNTY

FEES

- 1. LAND USE AND GROWTH MANAGEMENT (LUGM) AND PUBLIC WORKS AND TRANSPORTATION (DPWT) REVIEW, APPLICATION AND INSPECTION FEES.
 - A. **Minor Subdivision:** 1-7 Lots

LUGM TEC & Review Fees	\$ 600 + \$ 60 per lot
DPWT TEC & Review Fees	<u>\$ 150 + \$ 40 per lot</u>
Total	\$ 750 + \$ 100 per lot

**Subject: To Amend Chapter
223 of the Code of St. Mary's
County, Maryland, to Provide
for and Set the Schedule of Fees**

Page 2 of 6

Additional DPWT inspection fees of \$60 per reinspection are charged for all re-inspections. Resubmitted plans that do not address all DPWT comments are subject to an additional charge of 50% of the DPWT review fee.

B. Major Subdivision: More than 7 lots

LUGM TEC & Review Fees	\$ 1500 + \$ 70 per lot
DPWT TEC & Review Fees	<u>\$ 400 + \$ 30 per lot</u>
Total	\$ 1900 + \$ 100 per lot

Additional DPWT inspection fees of \$60 per reinspection are charged for all re-inspections. Resubmitted plans that do not address all DPWT comments are subject to an additional charge of 50% of the DPWT review fee. Where submitted plans require outside review due to technical matters beyond the expertise of the staff, the applicant will be charged the consultant's fee plus 5% processing charge.

C. Major Site Plan:

LUGM TEC & Review Fee	\$ 1100 per acre of disturbed area
DPWT TEC & Review Fee	<u>\$ 400 per acre of disturbed area</u>
Total	\$ 1500 per acre of disturbed area

D. Minor Site Plan:

LUGM Review Fee – Over 500 Square Feet of Development; or	\$ 250
LUGM Review Fee – Under 500 Square Feet of Development	\$ 125
DPWT Review Fee	\$ 125

E. Boundary Line Adjustment Plat

LUGM Application & Review Fee	\$ 80
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F. Confirmatory Plat:

LUGM Application & Review Fee	\$ 80
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G. Plat Exempt:

LUGM Application & Review Fee FCP/FSD/TDR/Deed/Non-POR	\$ 80
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H. Review of Resubmission:

LUGM Re-Submission Review	\$ 25 each after the first
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**I. Review of Recording Documents/
Plat Package Review:**

LUGM Review Fee	\$ 60 + recording costs
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**Subject: To Amend Chapter
223 of the Code of St. Mary's
County, Maryland, to Provide
for and Set the Schedule of Fees**

DPWT 1-10 Lots; or	\$ 30 (if determined applicable)
DPWT more than 10 Lots	\$ 60 (if determined applicable)

J. Concept Site Plan:

LUGM Application Fee	\$ 20
LUGM TEC & Review Fee	\$ 760
DPWT TEC & Review Fee	<u>\$ 160</u>
Total	\$ 940

K. PUD Application:

LUGM	\$ 10,000
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PUD fee collected will be credited against future charges (TEC & Review Fees) incurred for project which are initiated as part of the PUD. The purpose is to encourage quality development.

**L. Zoning Map or Text Amendment
(including Growth Allocation)**

LUGM TEC & Review Fee	\$ 3,000
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The Planning Director may waive the Map Amendment fee for "H" Overlay Districts.

M. Inspection Fees:

LUGM Over Lot Grading	\$ 160 per visit
LUGM SWM Engineered Plan	\$ 160 per plan
DPWT Public Works Agreement	3% of construction cost
DPWT Grading Permit	\$ 310 per disturbed acre
DPWT Offsite Entrance Improvement	3% of construction cost
DPWT Inspection Extension Fee	3% of bond balance after 3 years

N. Board of Appeals Action

Conditional Use	\$ 750 + \$ 50 advertising fee (as required)
Expansion of Non-Conforming Use	\$ 670 + \$ 50 advertising fee (as required)
Variance of Zoning Ordinance	\$ 500 + \$ 50 advertising fee (as required)

O. Administrative Variance

LUGM Fee	\$ 500 + \$ 50 advertising fee (as required)
DPWT Fee	\$ 500

Subject: To Amend Chapter 223 of the Code of St. Mary's County, Maryland, to Provide for and Set the Schedule of Fees

- P. **Consultant Review Fee for projects other than major subdivisions where submitted plans require outside review**
- | | |
|----------|----------------------|
| LUGM Fee | *Consultant fee + 5% |
| DPWT Fee | *Consultant fee + 5% |
- *Contact LUGM and/or DPWT for Consultant fee cost
- Q. **Zoning Permit**
- | | |
|---------------------------|----------------------------|
| LUGM Application Fee | \$ 20 |
| LUGM Environmental Review | \$ 30 |
| LUGM SWM Eng. Plan Review | \$ 30 |
| LUGM Re-Submission Review | \$ 25 each after the first |
- R. **BOCC Railroad Right-of-Way**
- | | |
|------------------------------|--------------------------|
| DPWT Railroad ROW Review Fee | \$ 500 each per easement |
|------------------------------|--------------------------|
- S. **Bond Reduction & Re-Inspection Fee**
- | | |
|--|-------------|
| DPWT Grading Permit or Public Works Agreement Bond Reduction & Re-Inspection Fee | \$ 250 each |
|--|-------------|
- T. **Traffic Impact Study Review**
- | | |
|--------------------------------------|------------------|
| DPWT Traffic Impact Study Review Fee | \$ 200 per study |
|--------------------------------------|------------------|
- U. **DPWT Application Fees**
- | | |
|----------------------------------|--------|
| Public Works Agreement | \$ 100 |
| Grading Permit | \$ 50 |
| Construction Right-of-Way Permit | \$ 25 |
| Utility Permit | \$ 25 |
- V. **Critical Area and Forest Conservation Fees, Bonds and Fines for Violations**
- | | |
|--|--|
| Fee in lieu of required plantings in Critical Area | \$ 1.50 per square foot |
| Bond amount for Critical Area compliance | \$ 1.50 per square foot of required planting |
| Fine for unauthorized clearing in Critical Area | \$ 1.80 per square foot of area cleared |
| Fee in lieu of planting in Forest Conservation | \$.30 per square foot of area in PFA |
| Fee in lieu of planting in Forest Conservation | \$.36 per square foot of area outside PFA |
| Bond amount for Forest Conserv. compliance | Cost of afforestation and/or reforestation |
| Fine for violation of Forest Conservation | \$ 1,000 per day |

Subject: To Amend Chapter 223 of the Code of St. Mary's County, Maryland, to Provide for and Set the Schedule of Fees

W. Certificate of Use & Occupancy Permits

Single Family Dwelling, Townhouse, Duplex	\$ 20 per dwelling unit
Multi-family Dwellings (Apartments, Condos)	\$ 20 + \$ 5 per dwelling unit
Mobile Home/RV Park Pads, Lots, Spaces	\$ 20 per each 10 or less pads, lots, spaces
Hotels, Motels, Inns, Bed & Breakfasts	\$ 20 + \$ 5 per guest room
Commercial, Industrial, Non-Residential	\$ 20 per structure or building
Home Based Business (Home Occupation)	\$ 20
Non-Profit/Religious Organizations	No Fee

X. Coin Operated Amusement Machines

Annual fee for coin operated pool tables	\$ 100 each, due July 1 st of each year
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SECTION II. This Ordinance shall be effective July 1, 2018.

Those voting Aye: _____

Those voting Nay: _____

Those Abstaining: _____

Date of Adoption: _____

ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY

Rebecca B. Bridgett
County Administrator

James R. Guy, Commissioner President

Michael L. Hewitt, Commissioner

Approved as to form and legal
sufficiency:

Tom Jarboe, Commissioner

**Subject: To Amend Chapter
223 of the Code of St. Mary's
County, Maryland, to Provide
for and Set the Schedule of Fees**

David A. Weiskopf
Acting County Attorney

Todd B. Morgan, Commissioner

John E. O'Connor, Commissioner

DRAFT

Subject: To Amend Chapter 223 of the *Code of St. Mary's County, Maryland*, to Provide for and Set the Environmental and Solid Waste Service Fee

Page 1 of 4

ORDINANCE

TO AMEND CHAPTER 223 OF THE *CODE OF ST. MARY'S COUNTY, MARYLAND*, TO PROVIDE FOR AND SET THE ENVIRONMENTAL AND SOLID WASTE SERVICE FEE

WHEREAS, pursuant to §13-403(b)(3) of the *Local Government Article* of the *Annotated Code of Maryland*, the Commissioners of St. Mary's County are authorized to set and collect reasonable service charges and fees for the maintenance and operation of facilities for the disposal of garbage; and

WHEREAS, a notice of a public hearing was advertised on April 6, 2018 and April 13, 2018 in *The Enterprise*, a newspaper of general circulation in St. Mary's County, and a public hearing was held on April 17, 2018, to receive public comment and consider the setting of the Environmental and Solid Waste Service Fee; and

WHEREAS, the Commissioners of St. Mary's County find that it is in the best interest of the health, safety and welfare of the citizens of St. Mary's County to set the Environmental and Solid Waste Service Fee,

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of St. Mary's County, pursuant to §13-403(b)(3) of the *Local Government Article* of the *Annotated Code of Maryland* that

SECTION I. Article X of Chapter 223 of the *Code of St. Mary's County, Maryland*, be repealed and re-enacted to read as follows:

ARTICLE X. - ENVIRONMENTAL AND SOLID WASTE SERVICE FEE

Sec. 223-31. - Authority.

This article is adopted pursuant to §13-403(b)(3) of the *Local Government Article* of the *Annotated Code of Maryland*.

Sec. 223-32. - Definitions.

For the purpose of this article, the terms defined in this section shall have the meanings given them, unless the context clearly indicates otherwise.

1. *County* is St. Mary's County, Maryland.
2. *Assessor* is the person appointed to the office of the Department of Assessment and Taxation for St. Mary's County, Maryland.

Subject: To Amend Chapter 223 of the Code of St. Mary's County, Maryland, to Provide for and Set the Environmental and Solid Waste Service Fee

3. *County Treasurer* is the person elected to the office of the County Treasurer for St. Mary's County, Maryland.
4. *[Intentionally omitted]*
5. *Environmental and Solid Waste Service Fee* is the charge established by the Commissioners of St. Mary's County payable by persons who own improved residential property in St. Mary's County for solid waste management and recycling services available to the property. Each improved residential property will be assessed based on the number of dwelling units.
6. *Residential property* is all improved real property in St. Mary's County that is residentially zoned and contains one or more dwelling units, including mobile homes or agricultural residences as established by the Department of Assessment and Taxation. A residential property includes, but is not limited to, a single-family home, a duplex, a triplex, a four-plex, an apartment building, a mobile home and/or trailer, condominium, a townhouse, a cooperative housing unit, or a residential building on a perma-lease.
7. *Nonresidential property* is all improved real property in St. Mary's County containing improvements on properties zoned for uses other than residential and classified by the Maryland Department of Assessment and Taxation as commercial, industrial, institutional, etc.

Sec. 223-33. - General provisions.

1. *Administration.* This article shall be administered by the County Treasurer with assistance of the Department of Assessment and Taxation and County staff.
2. *Establishment of an official service area.* For purposes of collecting an environmental and solid waste service fee, the boundaries of the County shall constitute the boundaries of the solid waste and recycling service area.

Sec. 223-34. - Establishment of residential Environmental and Solid Waste Service Fee amount.

1. *Establishment.* The County hereby imposes an Environmental and Solid Waste Service Fee on all improved residential properties in St. Mary's County as defined herein. The owner of the property shall be responsible for payment of the Environmental and Solid Waste Service Fee imposed in the manner set forth by the Commissioners of St. Mary's County.
2. *Categories of residential property.* All owners of improved residential property, as defined herein, shall pay an Environmental and Solid Waste Service Fee for said properties as set forth herein.
3. *Rates.* Beginning July 1, 2018, the established annual rate for the residential Environmental and Solid Waste Service Fee is Ninety-one dollars (\$91.00) per dwelling unit with a two percent increase every year on July 1.
4. *Split classifications.* The owner of property classified as both residential and nonresidential shall pay the Environmental and Solid Waste Service Fee pursuant to the provisions of this article.

Subject: To Amend Chapter 223 of the *Code of St. Mary's County, Maryland*, to Provide for and Set the Environmental and Solid Waste Service Fee

Sec. 223-35. - Residential Environmental and Solid Waste Service Fee billing and collection.

The County Treasurer shall bill the residential Environmental and Solid Waste Service Fee on the property tax statements as a separate item, which shall be due, payable and collected in the same manner as real property taxes and subject to the same penalties and interest as overdue real property taxes.

Sec. 223-36. - Appeals.

1. *Requests for appeals.* Written requests for appeal of the Environmental and Solid Waste Service Fee shall be made to the office of the County Treasurer and must be received or postmarked on or before December 31 of the year in which the fee is due.
2. *General appeal requirements.*
 - A. Written requests for appeal may be submitted by the property owner or their duly authorized representative.
 - B. The burden is on the property owner to provide evidence demonstrating that the property qualifies for a reduction in the Environmental and Solid Waste Service Fee.
 - C. This article requires that the property owner pay the Environmental and Solid Waste Service Fee pending disposition of the appeal.
3. *Appeal procedures and criteria.* The Commissioners of St. Mary's County hereby adopt the following guidelines for determining whether an appeal of a residential Environmental and Solid Waste Service Fee may be granted to owner(s) of an improved residential property. Appeals shall not be based upon the value of the property, and may be granted, in whole or in part, only under the circumstances as described in subsections A., B., and C., below.
 - A. Administrative or clerical errors may be the basis of an appeal.
 - B. Misclassification of the residential property for purpose of calculating the charge as of January 2 of the year in which the fee is due; i.e., the number of dwelling units is inaccurate.
 - C. A dwelling unit was (1) uninhabitable, or (2) was destroyed or demolished as of January 2 of the year in which the fee is due and the property owner provides convincing evidence that demonstrates to the County's satisfaction that it is likely that this condition will continue for the entire year.
4. *Appeals process.* The following steps shall be used in deciding appeals of Environmental and Solid Waste Service Fee(s):
 - A. Written requests for appeal shall be filed with the St. Mary's County Treasurer.
 - B. The Treasurer or the designee of the Treasurer will review the requests for appeal and information regarding the classification of the property from the Department of Assessment and Taxation, and shall decide the appeal based on this information. The Treasurer may grant an appeal in full or in part, and may deny an appeal. The property owner shall be notified in writing of the decision.

Subject: To Amend Chapter 223 of the Code of St. Mary's County, Maryland, to Provide for and Set the Environmental and Solid Waste Service Fee

SECTION II. This Ordinance shall be effective July 1, 2018.

Those voting Aye: _____

Those voting Nay: _____

Those Abstaining: _____

Date of Adoption: _____

ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY

Rebecca B. Bridgett
County Administrator

James R. Guy, Commissioner President

Michael L. Hewitt, Commissioner

Approved as to form and legal
sufficiency:

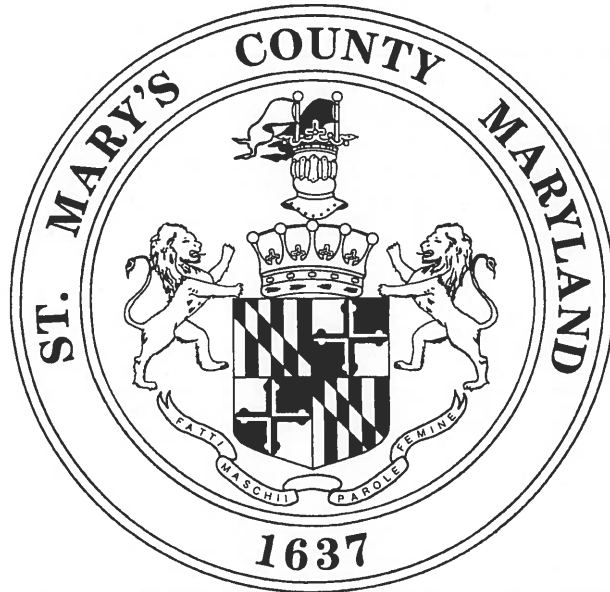
Tom Jarboe, Commissioner

David A. Weiskopf
Acting County Attorney

Todd B. Morgan, Commissioner

John E. O'Connor, Commissioner

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



**FISCAL YEAR 2019
RECOMMENDED
BUDGET**

ST. MARY'S COUNTY, MARYLAND

**RECOMMENDED ESTIMATE OF
REVENUES AND APPROPRIATIONS
OPERATING AND CAPITAL BUDGETS**

FISCAL YEAR 2019

COMMISSIONERS OF ST. MARY'S COUNTY

JAMES R. GUY, PRESIDENT

MICHAEL L. HEWITT

TOM JARBOE

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
Patricia M. Stiegman...Deputy Director
M. Carlotta BellBudget Analyst
Patricia L. LittenBudget Analyst
Sonyia L. StaatsBudget Analyst
Eleanor N. Abell.....Administrative
Coordinator

ST. MARY'S COUNTY GOVERNMENT

P.O. BOX 653, 41770 Baldrige Street
Leonardtown, MD 20650
301.475.4200
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.*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

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

For the Fiscal Year Beginning
July 1, 2017

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 2018-2019

The Recommended Budget for St. Mary's County for Fiscal Year beginning July 1, 2018 and ending June 30, 2019, as represented by the detailed and fully itemized statement contained within the "Recommended Budget Document", is this date, March 22, 2018 approved by the Commissioners of St. Mary's County.

THIS DATE:

March 22, 2018

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



James R. Guy
James R. Guy, President

Michael L. Hewitt
Michael L. Hewitt, Commissioner

Tom Jarboe
Tom Jarboe, Commissioner

ATTEST:

Rebecca Bolton Bridgett
Dr. Rebecca Bolton Bridgett
County Administrator

Jeannett Cudmore
L. Jeannett Cudmore
Chief Financial Officer

Todd B. Morgan
Todd B. Morgan, Commissioner

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

FY2019 RECOMMENDED BUDGET MESSAGE

TO THE CITIZENS OF ST. MARY'S COUNTY:

The Commissioners of St. Mary's County approved this FY2019 Recommended Budget on March 22, 2018. It is based on recurring revenues of \$225,812,381 and the use of fund balance of \$1,085,000, combined increase of \$5,573,276 or 2.5% compared to the FY2018. Recurring expenses are limited to recurring revenues. Allocation to the Board of Education increases their recurring funding by \$862,585. Funding for the Sheriff's Office is increased by \$2.1 million over the FY2018 approved. The capital improvement program (CIP) budget includes funding for FDR Boulevard Extended, Patuxent Park Neighborhood Preservation, Three Notch Trail – Phase Seven, and \$11.4 million in public school projects, for a total of \$58.1 million.

REVENUE RATES

The County's Property tax rate remains at .8478 which is .0035 higher than the Constant Yield Tax (CYT) rate of \$.8443. Lowering the County's property tax rate to the Constant Yield Tax Rate would reduce the County's property tax revenue by \$430,536. Assessments from the State grew by 1.8% compared to final assessments for FY2018, reflecting a modest growth. The Property Tax Revenue increase is approximately \$2.1 million or 1.9%, over the FY2018 Approved Budget. The senior tax credit programs collectively reduce property taxes by an estimated \$1,030,000.

The County's Income tax rate will remain at 3% and revenue is expected to increase \$797,033 over the FY2018 Approved Budget. The income tax revenue for FY2019 reflects an assumed 3.5% growth in taxable income – lower than the prior year. The average 3 year growth TY2014 – TY2016 is 3.5%. Income Tax receipts in FY2018 are currently exceeding FY2017 by 4.1% for the same time period, reflecting 53.5% collection of the FY2018 Budget estimate.

Revenues, excluding grants, are estimated to increase by approximately \$4.2 million over FY2018. From a total budget perspective revenue growth in future budgets is projected to be between 2% and 2.5%. 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 FY2023. CIP Operating Impacts continue to be reviewed closely in the next couple of years with completed projects having a need for over 80 employees such as the Adult Detention Center (ADC), Animal Shelter and New Elementary School in FY2022.

ALLOCATIONS REFLECT COMMUNITY PRIORITIES

The County's recurring funding for the Sheriff's Office increased by 2.4% for non-grant activities. Funding increase reflects promotional ranks and increased medical care contracts for the ADC. The ADC project has construction funding starting in FY2020, for a total project cost of \$25.9 million. Project includes \$10.1 million of State funding. Merit increase was included along with additional costs for the Sheriff's Office Retirement Plan.

We increased the Board of Education recurring funding by .8%, which brings total county funding to \$103,052,525; State-mandated maintenance of effort requires \$102,352,525. Funding for the BOE represents over 47% of the County's non-grant revenue. When combined with State and other funding, the Board of Education operating is \$213,029,421, 1.3% increase over FY2018 Approved Budget.

Funding for County department based activities and programs, excluding grants, increased by \$1.3 million, 3.5%. Departments reflect a net increase of 7.2 positions and increased costs for technology upgrades and maintenance. A merit increase was provided to full time and regular part-time employees. Fee increase for the Solid Waste & Recycling Fund from \$72 to \$91 per household and increase to various Land Use & Growth Management fees.

Proposed increase to Lexington Park Volunteer Rescue tax rate and Second District Fire & Rescue tax rate – to provide operating revenue for both stations.

MAINTAINING ADEQUATE RESERVES

The June 30, 2017 audit reflects an unassigned general fund balance of \$30.3 million. The ratio of County reserves to Revenue percentage is 20.55%. This Recommended Budget includes the use of \$1,085,000 for CIP Pay-Go for the Public Administration Enterprise Software Upgrade and the Public Safety Computer Aided Dispatch Replacement/Enhancement projects – with planned use of \$2 million in both FY2020 and FY2021. We feel this planned use of non-recurring funds will not impact our percentage. 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 \$3.2 million; this reflects payment to current retirees only. The County Net OPEB Obligation Credit is estimated to be \$16 million at June 30, 2018. Debt Service reflects an increase of \$412,202, primarily for half of the interest for planned borrowing of \$30 million in FY2019.

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 1.65% to 2.07%. The Debt Service expense to Operating Revenues ratio ranges from 5.2% to 6.06%. We are well within Debt Affordability on both ratios.

POSITIONING COUNTY SERVICES FOR STABILITY

This Recommended Budget is our proposed fiscal plan for FY2019. 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 16, 2018 at the Chesapeake Building in Leonardtown for proposed Fire & Rescue Tax increases and on April 17, 2018 at Great Mills High School for the Recommended Budget, Constant Yield, SW & R Fee, and LUGM Fees. Your comments at these meetings and during the public comment period help us make decisions as we prepare the final budget, set for adoption on May 15, 2018.

COMMISSIONERS OF ST. MARY'S COUNTY

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FY2019 RECOMMENDED BUDGET

TABLE OF CONTENTS

<u>OVERVIEW</u>	<u>PAGE</u>
Total Recommended Budget Summary.....	1
Budget Highlights.....	2 - 5
 <u>OPERATING BUDGET</u>	
The General Fund	6
General Fund Revenues	
General Fund Revenues - Summary.....	7
General Fund Revenues - Detail.....	8 - 12
General Fund Expenditures	
General Fund Expenditures - Summary by Function Detail.....	13 - 16
General Fund Expenditures - Summary.....	17
General Fund Budget Structure.....	18
General Fund Expenditures - Detail.....	19 - 35
General Fund – Multi-Year Projections.....	36
Departments/Spending Units Program Description/Highlights.....	38 - 57
Elected Officials/Spending Units Program Description/Highlights.....	58 - 64
State Agencies & Independent Boards / Spending Units Program Description/Highlights.....	65 - 81
General Fund – Other Budget Costs	82 - 86
Enterprise and Special Revenue Funds	
Recreation and Parks Enterprise Fund.....	88
Wicomico Shores Golf Enterprise Fund.....	89
Solid Waste and Recycling Fund.....	90
Miscellaneous Revolving Funds.....	91
Special Assessments Funds.....	92
Emergency Services Support Fund.....	93
Fire Tax.....	94
Rescue Tax.....	95
 <u>CAPITAL BUDGET</u>	
Capital Improvements Fund.....	96
Recommended Capital Budget - FY2019.....	97 - 98
FY2019 and Five-Year Capital Plan and Costs.....	99 - 100
FY2019 Recommended Capital Projects -Detail Project Sheets.....	101 - 166
 <u>MISCELLANEOUS INFORMATION</u>	
Employees.....	168 - 170
Tax Informaiton.....	171 - 176
Debt & Fund Balance.....	177 - 182
Code of St. Mary's County Chapter 27, Budgetary and Fiscal Procedures.....	183 - 186

FY2019 RECOMMENDED BUDGET SUMMARY

FUND DESCRIPTION	FY2017 ACTUAL	FY2018 APPROVED	FY2019 REQUESTED	FY2019 RECOMMENDED
<u>General Fund</u>	211,285,434	221,324,105	232,303,405	226,897,831
<u>Enterprise Funds</u>				
Recreation and Parks Activity Fund	2,400,161	3,811,816	3,982,994	3,982,994
Wicomico Shores Golf Fund	1,240,590	1,407,361	1,415,130	1,411,719
Solid Waste & Recycling	4,070,411	4,374,568	4,573,751	4,595,017
<u>Special Revenue Funds</u>				
Miscellaneous Revolving Fund	294,322	535,714	800,764	802,213
Special Assessments Fund	42,369	48,694	48,694	48,694
Emergency Services Support Fund	2,932,363	3,287,863	3,664,772	3,708,366
<u>Other Operating Funds-Independent Boards</u> (Non-Appropriated State, Federal, Miscellaneous Funds)				
Board of Education-General Operating	104,100,148	108,136,810	109,976,896	109,976,896*
Board of Education - Restricted Fund	13,737,650	21,574,861	21,046,694	21,046,694*
Board of Education - Revolving Fund	6,743,017	7,610,701	7,505,100	7,505,100*
Board of Library Trustees	846,634	986,281	986,281	986,281*
College of Southern Maryland	8,042,274	10,254,168	10,520,292	10,520,292*
<u>Capital Projects Fund</u>	23,804,493	49,538,291	57,992,775	58,152,775

**To be updated when final budget is received.*

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

FY2019 RECOMMENDED OPERATING BUDGET

The following represents brief highlights of budget changes between FY2018 and FY2019. For more detail, please refer to the Recommended Budget book.

GENERAL:

\$226,897,831 general fund budget, \$5,573,276 or 2.5% more than the Approved FY2018.

This is comprised of revenues totaling \$225,812,381 a 2.0% increase from FY2018 revenues and the use of Fund Balance of \$1,085,000 for Capital Improvement Fund – Pay-Go.

REVENUES:

Real Property Tax Rate is recommended to be \$.8478 per \$100 of assessed value; this is .0035 higher than the Constant Yield Rate that is .8443. If the Constant Yield Rate was recommended, Revenue loss would have been \$430,536. Property tax revenue is estimated to increase \$2,083,642 over the FY2018 budget – to approximately \$110.3 million, 1.9%. Property tax revenue is calculated using the State's estimated assessed value multiplied by the County's tax rates. The County continues to cap the increase in taxable assessed value at 5% for primary residences. Taxes saved by the qualifying senior residents as a result of Senior Tax Credits have decreased from approximately \$1,185,000 in FY2018 to \$1,030,000 in FY2019. Reduction of the Senior Tax Credits is due to the reduced number of anticipated applicants.

St. Mary's County Income Tax rate remains at 3% of net taxable income. Income tax revenues are projected to increase \$797,033 over the FY2018 budget, .9% to a total of \$92.9 million. Tax year 2016 returns demonstrated a growth rate of 1.8%, which was a decrease from the 2015 tax return results of 4.8%. This small increase indicates that the County is receiving less tax revenue per unit of economic growth than in the past – this was also the case around the State, with the average increase of .6%. For FY2019, we are growing tax year 2016 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 FY2018, which are currently 4% higher than payments in FY2017 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, FY2019 is based upon half of estimated tax for calendar/tax years 2018 and 2019. We also included \$5.3 million as an estimated distribution the State makes of unallocated receipts, penalties, and interest.

Other Local Taxes increase by 8.4% to a total of \$9,460,000. Each of these taxes has different patterns of activity during the year, and the estimates for FY2019 are based on the FY2018 amounts to date, compared to prior trends. The principal area of increase is in recordation taxes, which likely reflects the increase in average homes sold in FY2016 (\$293,300) compared to FY2017 (\$299,900). Rates remain unchanged.

REVENUES (cont'd):

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. FY2019 Estimate from the State is \$796,006; this is \$385,552 less than the FY2018 Approved due to the removal of the non-recurring grant from the State. If the State includes a grant for FY2019 – this will be added to the estimate in the Approved Budget.

Charges for Services revenue is projected to increase from \$2,900,560 in FY2018 to an estimated \$3,175,645 in FY2019, an increase of \$275,085. The largest increase is in Sheriff Fingerprinting for \$112,000, bringing the total for this to \$140,000. Included in this Recommended Budget is an increase to various Land Use & Growth Management fees, increasing estimated revenue by approximately \$140,000.

State and federal grants are projected to be \$7,564,078 in FY2019, which is 4% higher than the approved FY2018. This is primarily due to the increase in the STS – Capital Grant for \$391,654, this grant is used to purchase replacement buses.

Other Revenues includes a \$330,127 refund from Carefirst for the June 30, 2017 Settlement. This revenue will be used to fund the County's share of the 7% increase in employee health insurance costs.

FUND BALANCE:

The June 30, 2017 audit reflects an unassigned general fund balance of \$30,394,751. With the County's Fund Balance Policy approved in August 2015, the ratio of County Reserves to Revenues should be above 15%. County reserves total \$45,349,772 consisting of the Unassigned Fund Balance, the Bond Rating Reserve, and the Rainy Day Fund, brings the ratio for FY2017 to 20.55%. \$1,085,000 of the unassigned general fund balance is used in this recommended budget for CIP Pay-Go for the Public Administration Enterprise Software Upgrade (\$1,000,000) and Public Safety Computer Aided Dispatch Replacement/Enhancement (\$85,000) projects. These projects are planned through FY2021 and use of unassigned general fund balance is planned in FY2020 (\$2,000,000) and FY2021 (\$2,000,000).

It is important to the County and the Rating Agencies to maintain an adequate 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.

EXPENSES:

COUNTY DEPARTMENTS

- 2.5 positions are included for the Department of Aging & Human Services with the Senior Office Specialist for the Garvey Senior Center starting in January 2019, to be in place prior to the new facility being completed.
- Transition to Contracted Tourism activities in FY2019 eliminated two (2) positions in the Department of Economic Development. The budget in FY2019 for Tourism is level funded.
- The Department of Public Works & Transportation has an increase of seven (7) positions of which one is grant funded for STS. This increase was needed due to the increased County facilities and monitoring of the County's Capital Improvements.
- Three (3) Hourly employee positions were added: a Food Service Tech in Aging & Human Services as part of the Food Services to Cedar Lane; a Senior Office Specialist in the County Attorney's Office; and a Museum Tech/Boat Captain for Recreation & Parks.
- Funds are included in the Information Technology Department for the migration to Office 365 Software and Cable Expansion / Technology Audits.
- Increase in the Environmental and Solid Waste Service Fee is included in this recommended budget from \$72 to \$91 to cover the increased expenses in the Solid Waste & Recycling Enterprise Fund.
- The Department of Emergency Services includes the increase for maintenance costs related to equipment.
- Non-Profit funding was increased by \$3,662 for a total of \$1,014,109 – included in the Department of Aging & Human Services, Economic Development, and Recreation and Parks.
- Merit increase included for Full and Regular Part-time employees.

ELECTED OFFICIALS

- Circuit Court funding includes furniture for the new Administrative Judge.
- The Sheriff's Office Budget is currently \$2.1 million over the FY2018 Approved. It includes an increase in the Sheriff's Office Retirement Plan from 39% to 40%, based on the last actuarial report. Also included in the budget, are eligible ranks for Law Enforcement and Correctional Officers; hourly positions for fingerprinting with matching revenue; and increased funding for medical contract costs and monitoring services for the Adult Detention Center; and hiring bonuses to help in recruitment. As in the past two fiscal years, a reduction of \$700,000 is included for a vacancy reserve.
- Both the State's Attorney Office and Treasurer's budget includes additional funds for temporary positions.
- Merit increase included for Full and Regular Part-time employees.

BOARDS and STATE AGENCIES

- The Health Department's budget includes \$22,000 to purchase Naloxone for distribution to community members and \$8,400 for accreditation fees.
- The Alcohol Beverage Board's budget contains additional funding for enforcement offset by matching revenues.
- The Board of Education's (BOE) funding from the County totals \$103,052,525; \$700,000 more than State-Mandated maintenance of effort (MOE). MOE is based on the MSDE Official enrollment of 17,154.75, an increase of 27.25 students when compared to September 30, 2016. Recurring funding for the BOE is increased by \$862,585 over FY2018.
- The Library's County Funding is increased by \$47,274 which includes funding for the employers share of the 7% health insurance increase for employees and additional funding to purchase digital content.
- County continues 50% share of the costs for the local SDAT Office, \$471,298.
- Tri-County Youth Services was approved \$33,600 to continue youth employment initiatives by implementing the Ready4Life - SOMD program.

OTHER BUDGET COSTS

- The net Other Post-Employment Benefits (OPEB) obligation currently has a credit estimated to be \$16,010,760 as of June 30, 2018. For FY2019, approval was given to fund an additional \$200,000 Pay-Go for a total of \$3,200,000, which covers the employer's cost for current retirees.
- Debt service increased by \$412,202 for half year interest, based on planned borrowing of \$30 million in FY2019.

TRANSFERS and RESERVES

- This Recommended Budget includes \$400,000 to maintain a Bond Rating Reserve equal to 6% of revenues and \$500,000 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, 2017 Unassigned Fund Balance is \$1,085,000 for CIP Pay-Go.
- Public Hearing Reserve of \$153,524 is included in the Recommended Budget.

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.

**FY2019 BUDGET
REVENUES - SUMMARY**

REVENUE SOURCE	FY2017	FY2018	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
Total, Property Taxes	107,137,471	108,280,130	110,363,772	2,083,642	1.9%
Total, Income Taxes	88,167,869	92,107,299	92,904,332	797,033	0.9%
Total, Other Local Taxes	9,291,989	8,730,000	9,460,000	730,000	8.4%
Total, Highway User	900,948	1,181,558	796,006	(385,552)	-32.6%
Total, Licenses and Permits	870,557	568,350	735,921	167,571	29.5%
Total, Charges for Services	3,557,061	2,900,560	3,175,645	275,085	9.5%
Total, Fines and Forfeitures	26,481	36,000	27,500	(8,500)	-23.6%
Total, State / Federal Grants	9,837,254	7,274,508	7,564,078	289,570	4.0%
Total, Other Revenues	410,454	245,700	785,577	539,877	219.7%
Total, Other Financing Sources	0	0	1,085,000	1,085,000	100.0%
TOTAL, GENERAL FUND REVENUES	<u>\$220,200,084</u>	<u>\$221,324,105</u>	<u>\$226,897,831</u>	<u>5,573,726</u>	<u>2.5%</u>

**FY2019 BUDGET
REVENUES - DETAIL**

REVENUE SOURCE	FY2017	FY2018	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
PROPERTY TAXES					
Real Property - Full Year	101,487,761	102,329,077	104,196,215	1,867,138	1.8%
Real Property - Half Year	438,695	441,840	295,235	(146,605)	-33.2%
Personal Property - Sole Prop	207,422	170,798	180,286	9,488	5.6%
Public Utilities	2,221,241	2,527,949	2,691,659	163,710	6.5%
Ordinary Bus Corporation	2,867,426	3,426,375	3,425,429	(946)	0.0%
Additions and Abatements	199,579	(500,000)	(500,000)	0	0.0%
Penalties and Interest	876,869	875,000	915,000	40,000	4.6%
Enterprise Zone Credit	(76,751)	(90,000)	(85,000)	5,000	-5.6%
Homeowners Tax Credit (County)	(881,642)	(850,000)	(900,000)	(50,000)	5.9%
Other Tax Reimbursement	2,820	(10,000)	(10,000)	0	0.0%
Tax Sale Revenue	21,309	6,000	16,000	10,000	166.7%
Payments In Lieu of Taxes	294,059	338,091	318,948	(19,143)	-5.7%
Senior Tax Cap Credit 70	(631,460)	(650,000)	(650,000)	0	0.0%
Senior Tax Credit	(275,894)	(285,000)	(280,000)	5,000	-1.8%
Local Sr. Tax Credit 65-10	0	(250,000)	(100,000)	150,000	-60.0%
Local State Assessors Fee	(450,122)	0	0	0	0.0%
State Homeowners Credit	881,642	850,000	900,000	50,000	5.9%
Agricultural Deduction	(1,064)	0	(45,000)	(45,000)	>100%
Tobacco Barn Tax Credit	(44,419)	(50,000)	(5,000)	45,000	-90.0%
Total, Property Taxes	107,137,471	108,280,130	110,363,772	2,083,642	1.9%
INCOME TAXES					
Local Income Tax	88,167,869	92,107,299	92,904,332	797,033	0.9%
Total, Income Taxes	88,167,869	92,107,299	92,904,332	797,033	0.9%
OTHER LOCAL TAXES					
Admissions and Amusement	148,321	130,000	150,000	20,000	15.4%
CATV Franchise Fee	1,060,117	1,050,000	1,050,000	0	0.0%
Energy Taxes	973,359	1,000,000	1,000,000	0	0.0%
Public Accommodations Tax	1,146,862	950,000	1,150,000	200,000	21.1%
Recordation Taxes	5,656,026	5,300,000	5,800,000	500,000	9.4%
Trailer Park Tax	307,304	300,000	310,000	10,000	3.3%
Total, Other Local Taxes	9,291,989	8,730,000	9,460,000	730,000	8.4%
HIGHWAY USER					
Highway Users Revenue	900,948	1,181,558	796,006	(385,552)	-32.6%
Total, Highway User	900,948	1,181,558	796,006	(385,552)	-32.6%
LICENSES AND PERMITS					
Amusement Licenses	7,844	8,500	8,500	0	0.0%
Animal Licenses	100	6,000	6,000	0	0.0%
Auto Tag Fees	1,304	2,900	2,000	(900)	-31.0%
Beer, Wine, Liquor Licenses	72,432	84,000	90,000	6,000	7.1%
Beer, Wine, Liquor Transfer	700	800	800	0	0.0%
LUGM Inspections & Compliance	59,055	47,600	158,075	110,475	232.1%
LUGM Business Licenses & Permit Services	240,999	250,000	296,846	46,846	18.7%
Marriage Licenses	6,460	6,500	6,500	0	0.0%
DPW & T Constr. & Inspections-Materials Testing	261,423	2,000	2,000	0	0.0%
DPW & T Railroad Right of Way	56,347	0	0	0	0.0%
Taxicab Licenses, Peddlers & Bingo	197	50	200	150	300.0%
Traders Licenses	163,696	160,000	165,000	5,000	3.1%
Total, Licenses and Permits	870,557	568,350	735,921	167,571	29.5%

**FY2019 BUDGET
REVENUES - DETAIL**

REVENUE SOURCE	FY2017	FY2018	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
CHARGES FOR SERVICES					
Alcohol Beverage - Application Fees	0	0	5,000	5,000	100.0%
Aging - Passenger Fares	1,092	1,000	2,000	1,000	100.0%
Circuit Court Juror Fee Reimbursement/Other	21,955	27,000	32,000	5,000	18.5%
Corrections - Home Detention	25,364	16,000	22,000	6,000	37.5%
Corrections - Housing State Prisoners	111,285	90,000	90,000	0	0.0%
Corrections - Juvenile Transport	45,716	47,000	47,000	0	0.0%
Corrections - Sex Offender Fees	7,000	6,800	6,800	0	0.0%
Corrections - Weekenders Fees	16,751	17,000	20,000	3,000	17.6%
Corrections - Work Release Fees	77,778	50,000	60,000	10,000	20.0%
Dodge Reports	0	480	0	(480)	-100.0%
DPW & T Development Review	1,080	1,000	1,000	0	0.0%
DPW & T Engineering Services	121,465	119,540	121,915	2,375	2.0%
DPW & T Highways Fees	50	75	75	0	0.0%
DPW & T Passenger Fees	351,690	379,019	380,294	1,275	0.3%
DPW & T Airport Charges	103,232	115,000	115,000	0	0.0%
DPW & T Private Funding Sources	1,926	0	37,500	37,500	100.0%
General Gov't - Other Fees	4,077	286	1,000	714	249.7%
HR-LGIT Training	8,610	0	0	0	0.0%
HR-Medicare Drug Subsidy	126,987	120,000	130,000	10,000	8.3%
LUGM Board of Electrical Examiners	49,775	20,050	45,050	25,000	124.7%
LUGM Boards & Commissions	9,250	11,000	10,500	(500)	-4.5%
LUGM Comprehensive Planning (Permit review)	9,350	10,000	11,860	1,860	18.6%
LUGM Concept Site Plan Review	205	1,500	500	(1,000)	-66.7%
LUGM Development Services	75,208	117,550	87,685	(29,865)	-25.4%
LUGM Metropolitan Planning Organization	33,967	35,100	39,000	3,900	11.1%
LUGM Other Income/Advertising	2,110	3,000	2,200	(800)	-26.7%
LUGM Zoning Administration	1,000	1,000	500	(500)	-50.0%
Maps & Publications	294	0	600	600	100.0%
Other Revenue -Incl.Ins. Proceeds/ComData					
Rebates & Other Reimb. Excl. Admin.Recovery	609,159	105,000	105,000	0	0.0%
Other Revenue - Admin Recovery	106,458	12,500	1,500	(11,000)	-88.0%
ES 911 Service Fees	609,644	625,000	625,000	0	0.0%
ES - Exelon - Other Grant	27,479	20,000	50,000	30,000	150.0%
ES Tower Revenue	130,383	130,000	142,000	12,000	9.2%
R & P Grass Cutting & Parks Lighting	1,094	1,550	800	(750)	-48.4%
R & P Museum	26,622	30,500	38,100	7,600	24.9%
R & P Park Entrance Fees	120,655	105,000	105,000	0	0.0%
R & P Rents & Concessions	1,113	2,500	1,100	(1,400)	-56.0%
Regional Library	30,469	19,000	19,000	0	0.0%
Rents and Concessions	17,016	17,059	17,059	0	0.0%
Security Interest	345	0	0	0	0.0%
Sheriff - Alcohol Enforcement	67,974	121,665	164,602	42,937	35.3%
Sheriff - Fingerprinting	27,071	28,000	140,000	112,000	400.0%
Sheriff - LGIT Training	4,600	4,600	4,600	0	0.0%
Sheriff - Overtime Reimb/Other-Corrections	208,281	99,700	99,700	0	0.0%
Sheriff - Town Patrol	21,634	50,000	50,000	0	0.0%
Sheriff's - Fees	113,739	119,200	120,200	1,000	0.8%
Sheriff's - NADDI Law Enforcement	5,000	5,000	5,000	0	0.0%
Sheriff's - School Bus Stop Light Enforcement	23,125	15,000	20,000	5,000	33.3%
Social Services Reimbursement	109,355	121,197	124,017	2,820	2.3%
States Attorney Reimbursement	39,150	50,000	50,000	0	0.0%
States Attorney Services for Drug Court	23,219	28,689	23,488	(5,201)	-18.1%
Tourism - Cooperative	26,259	0	0	0	0.0%
Total, Charges for Services	3,557,061	2,900,560	3,175,645	275,085	9.5%

**FY2019 BUDGET
REVENUES - DETAIL**

REVENUE SOURCE	FY2017	FY2018	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
FINES AND FORFEITURES					
Alcohol Beverage Fines	8,000	7,000	500	(6,500)	-92.9%
Animal Control Fines	3,360	0	4,000	4,000	100.0%
Court Fees, Fines, Forfeitures	13,292	17,000	17,000	0	0.0%
LUGM Fines	200	7,000	1,000	(6,000)	-85.7%
State's Attorney Other Fines & Forfeitures	1,629	5,000	5,000	0	0.0%
Total, Fines and Forfeitures	26,481	36,000	27,500	(8,500)	-23.6%

STATE / FEDERAL GRANTS

Aging & Human Services

BHA Administration	68,654	0	0	0	0.0%
BHA HS Ambulatory Services	349,931	0	0	0	0.0%
BHA HS Anchor Residential Services - State	1,396,185	0	0	0	0.0%
BHA Prevention Program	101,601	0	0	0	0.0%
BHA Recovery Oriented Systems of Care (ROSC)	680,586	0	0	0	0.0%
CSA 5 County Administration	12,222	0	0	0	0.0%
CSA 5 County Jail Services	66,000	0	0	0	0.0%
CSA Administration	188,383	0	0	0	0.0%
CSA Client Support Funds	10,679	0	0	0	0.0%
CSA Homeless Shelter	3,180	0	0	0	0.0%
CSA Jail Mental Health Services	38,221	0	0	0	0.0%
CSA Wellness & Recovery	109,040	0	0	0	0.0%
Drug Court - Anchor Residential	(19,910)	0	0	0	0.0%
Emergency Solutions Grant (Fmr. Shelters Grant)	204,964	127,193	127,193	0	0.0%
Emergency Transitional Housing Services	81,353	81,506	81,506	0	0.0%
Guardianship	13,509	9,762	9,762	0	0.0%
LMB Administration	73,556	70,000	70,000	0	0.0%
LMB After School Program	50,000	50,000	50,000	0	0.0%
LMB Drug Screening Grant (Fmr. CASA Start)	15,000	15,000	15,000	0	0.0%
LMB Local Access Plans	97,042	97,043	97,043	0	0.0%
LMB Mentoring Grant	57,320	57,320	57,320	0	0.0%
LMB Youth Services Bureau	112,356	112,355	112,355	0	0.0%
Federal Financial Participation (FFP) fmr (MAP)	14,921	17,916	35,832	17,916	100.0%
Maryland Living Well Project	2,300	0	0	0	0.0%
Community Options Waiver (FFS)	111,053	128,353	100,000	(28,353)	-22.1%
MIPPA & MIPPA-AAAs, ADRC	6,383	6,769	6,769	0	0.0%
NSIP (Nutrition Services)	48,169	48,820	49,116	296	0.6%
Nutrition (Senior)	48,387	48,387	48,387	0	0.0%
Ombudsman (State & Elder)	33,123	28,595	28,630	35	0.1%
PATH	44,140	0	0	0	0.0%
Partnership for Success - BHA	120,731	0	0	0	0.0%
Retired Senior Volunteers (RSVP)	39,763	40,000	40,000	0	0.0%
Senior Care	100,000	100,000	100,000	0	0.0%
Senior Center Operating Fund (SCOF)	0	0	8,350	8,350	100.0%
Senior Health Insurance Program (SHIP)	14,750	13,686	14,332	646	4.7%
Senior Info. & Assistance	9,680	9,680	9,680	0	0.0%
Senior Medicare Patrol & Expansion	2,180	2,250	2,250	0	0.0%
Senior Rides	18,092	18,092	22,100	4,008	22.2%

**FY2019 BUDGET
REVENUES - DETAIL**

REVENUE SOURCE	FY2017	FY2018	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
<u>Aging & Human Services - Continued</u>					
State Hold Harmless	1,996	1,997	0	(1,997)	-100.0%
STOP Grant - BHA	602,258	0	0	0	0.0%
Continuum of Care Housing/Fmr. Shelter Care Plu	185,973	0	0	0	0.0%
Temporary Cash Assistance - BHA	53,918	0	0	0	0.0%
Three Oaks Homeless Shelter Crisis Grant	67,241	67,241	67,241	0	0.0%
Title III B - Community Services	97,126	73,480	73,683	203	0.3%
Title III C1 - Congregate Meals	168,733	97,244	97,654	410	0.4%
Title III C2 - Home Del. Meals	84,916	50,419	50,555	136	0.3%
Title III D - Preventive Health	9,238	9,000	9,000	0	0.0%
Title III E - Caregiver	53,775	32,522	32,609	87	0.3%
Vulnerable Elderly Program Initiative (VEPI)	6,583	6,583	6,583	0	0.0%
<u>Economic Development</u>					
CDBG Rogers Drive Extension	0	330,473	0	(330,473)	-100.0%
Cooperative State Marketing Tourism	34,009	45,000	0	(45,000)	-100.0%
Destination Marketing Org	17,207	0	0	0	0.0%
Technology Incubator	230,000	0	0	0	0.0%
<u>Land Use & Growth Management (LUGM)</u>					
Critical Area	8,000	8,000	8,000	0	0.0%
MHT Cert Local Gov't - Educational	0	1,000	1,000	0	0.0%
<u>Public Works and Transportation (DPW&T)</u>					
St. Mary's Transit System (STS) - ADA	135,000	135,000	135,000	0	0.0%
STS - DSS Sunday	40,000	40,000	40,000	0	0.0%
STS - Public 5311	831,684	835,238	835,238	0	0.0%
STS - SSTAP	130,577	131,054	134,098	3,044	2.3%
STS - Capital	76,126	354,520	746,174	391,654	110.5%
TDP - Technical Assistance	0	81,000	0	(81,000)	-100.0%
Tall Timbers Mitigation	0	0	112,500	112,500	100.0%
Piney Point Mitigation	95,852	0	0	0	0.0%
<u>Recreation and Parks</u>					
Countywide Maintenance	43,905	0	0	0	0.0%
Derelict Boat Removal	0	0	5,000	5,000	100.0%
Elms Beach	10,000	10,000	10,000	0	0.0%
Portable Toilets/Trash	10,000	10,000	10,000	0	0.0%
TNT All Terrain Vehicle	13,745	0	0	0	0.0%
Waterway Improvement program	1,234	0	0	0	0.0%
<u>Emergency Services and Technology</u>					
Emergency Management	91,813	92,500	92,500	0	0.0%
Emergency Numbers Board	46,778	100,000	152,800	52,800	52.8%
Homeland Security	116,035	87,000	88,496	1,496	1.7%
Pre-Disaster Mitigation	19,200	0	22,500	22,500	100.0%
<u>Circuit Court</u>					
Cooperative Reimbursement	6,266	6,860	6,882	22	0.3%
Court House Security Enhancements	42,813	0	0	0	0.0%
Drug Court	233,197	265,162	331,294	66,132	24.9%
Family Services	132,816	188,482	160,257	(28,225)	-15.0%
MDH/BHA Grant	0	0	69,077	69,077	100.0%
Foster Care Court Improvement	18,263	0	5,575	5,575	100.0%
Highway Safety-Adult Drug Ct	30,865	50,300	36,014	(14,286)	-28.4%
Mediation & Conflict Manage Skills Training	2,400	2,400	0	(2,400)	-100.0%

**FY2019 BUDGET
REVENUES - DETAIL**

REVENUE SOURCE	FY2017	FY2018	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	RECOMMENDED	AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
<u>Sheriff's Office</u>					
Bulletproof Vest Partnership	0	23,527	23,527	0	0.0%
BJAG Grant - Equipment	0	18,783	19,464	681	3.6%
Edward J. Byrne - NARCAN	0	0	19,980	19,980	100.0%
Cooperative Reimbursement	282,255	340,650	368,547	27,897	8.2%
Highway Safety - (Sobriety Checkpoints)	24,257	42,500	42,500	0	0.0%
Heroin Coordinator	25,070	0	0	0	0.0%
Mental Health Services	0	154,411	159,970	5,559	3.6%
Police Protection Aid	928,193	940,659	927,710	(12,949)	-1.4%
School Bus Safety	11,095	14,000	16,000	2,000	14.3%
Sex Offender Registry	17,168	17,169	14,135	(3,034)	-17.7%
Sex Offender Registration	14,031	23,800	22,600	(1,200)	-5.0%
State Criminal Alien Assistance Program	0	500	500	0	0.0%
Tobacco Enforcement	7,583	11,000	5,000	(6,000)	-54.5%
<u>State's Attorney's Office</u>					
Cooperative Reimbursement	373,872	410,402	433,699	23,297	5.7%
<u>Alcohol Beverage Board</u>					
Highway Safety	146	0	0	0	0.0%
<u>Social Services</u>					
Legal Services Grant	80,500	81,905	85,091	3,186	3.9%
<u>Other / Multi-Departmental Grants</u>					
Adjustment to Misc Receivables w/No Project #	(2)	0	0	0	0.0%
Appropriation Reserve	0	1,000,000	1,000,000	0	0.0%
Total, State /Federal Grants	9,837,254	7,274,508	7,564,078	289,570	4.0%
OTHER REVENUES					
Investment Income	340,589	139,000	350,000	211,000	151.8%
Disposal of Fixed Assets	33,453	30,000	30,000	0	0.0%
Health Insurance Refund	0	0	330,127	330,127	100.0%
Contributions and Donations:					
Aging Grant Programs	19,670	65,000	65,750	750	1.2%
Community Services	6,482	5,700	5,700	0	0.0%
CC-Drug Court Donations / Reimbursements	9,035	5,000	3,000	(2,000)	-40.0%
HR-Fire & Rescue Appreciation Day	1,225	1,000	1,000	0	0.0%
Total - Other Revenues	410,454	245,700	785,577	539,877	219.7%
Total, General Fund Revenues - (Excl. Other Financing Sources)	220,200,084	221,324,105	225,812,831	4,488,726	2.0%
OTHER FINANCING SOURCES					
Appropriation of Fund Balance:					
Fund Balance - CIP Pay-Go	0	0	1,085,000	1,085,000	100.0%
Total - Other Financing Sources	0	0	1,085,000	1,085,000	100.0%
TOTAL, GENERAL FUND REVENUE:	\$220,200,084	\$221,324,105	\$226,897,831	5,573,726	2.5%

FY2019 BUDGET
EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED AMOUNT	PERCENT
GENERAL GOVERNMENT						
Legislative/County Commissioners						
Legislative/County Commissioners	437,409	458,748	458,748	476,484	17,736	3.9%
County Administrator	379,391	403,051	489,313	404,931	1,880	0.5%
Public Information	233,561	246,787	247,787	247,907	1,120	0.5%
County Attorney	655,639	692,294	756,580	754,613	62,319	9.0%
Total - Legislative/County Commissioners	1,706,000	1,800,880	1,952,428	1,883,935	83,055	4.6%
Finance						
Administration/Budget	687,376	714,451	694,451	708,001	(6,450)	-0.9%
Accounting	555,600	614,158	614,158	640,597	26,439	4.3%
Auditing	48,299	50,980	50,980	50,980	0	0.0%
Procurement	288,970	319,743	319,743	322,330	2,587	0.8%
Total - Finance	1,580,245	1,699,332	1,679,332	1,721,908	22,576	1.3%
Total - Information Technology	2,838,081	3,451,839	3,675,393	3,747,406	295,567	8.6%
Human Resources						
Human Resources	867,559	988,637	949,927	985,680	(2,957)	-0.3%
Risk Management	636,887	809,310	810,152	812,944	3,634	0.4%
Grants	8,610	0	0	0	0	0.0%
Total - Human Resources	1,513,056	1,797,947	1,760,079	1,798,624	677	0.0%
Public Works & Transportation (DPW&T)						
Development Review	173,203	196,515	196,515	175,037	(21,478)	-10.9%
Mailroom/Messenger Services	86,904	124,110	117,910	110,719	(13,391)	-10.8%
Vehicle Maintenance Shop	1,452,746	1,661,083	1,655,119	1,658,528	(2,555)	-0.2%
Building Services/Grant	3,587,276	3,985,678	4,229,434	3,985,712	34	0.0%
Total - Public Works & Transportation	5,300,129	5,967,386	6,198,978	5,929,996	(37,390)	-0.6%
Land Use & Growth Management						
Administration	660,364	799,650	799,650	800,926	1,276	0.2%
Comprehensive Planning	486,263	365,821	364,481	382,401	16,580	4.5%
Development Services	346,702	396,133	381,133	387,906	(8,227)	-2.1%
Zoning Administration	320,199	333,214	333,214	345,701	12,487	3.7%
Planning Commission	22,342	26,764	26,764	26,765	1	0.0%
Boards and Commissions	17,611	20,036	20,036	20,037	1	0.0%
Historical Preservation	2,279	3,580	3,580	3,580	0	0.0%
Permit Services	337,840	363,782	363,782	372,210	8,428	2.3%
Inspections & Compliance	532,773	719,154	733,204	697,108	(22,046)	-3.1%
Board of Electrical Examiners	13,773	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	1,025	2,825	2,825	2,825	0	0.0%
Plumbing & Gas Board	1,479	1,850	1,850	1,850	0	0.0%
Grants	33,967	2,000	2,000	2,000	0	0.0%
Total - Land Use & Growth Management	2,776,617	3,052,009	3,049,719	3,060,509	8,500	0.3%
Circuit Court						
Administration	904,721	973,878	1,040,691	1,006,512	32,634	3.4%
Law Library	65,666	69,950	69,950	69,950	0	0.0%
Grant	602,985	672,718	758,372	759,632	86,914	12.9%
Orphans' Court	55,791	56,152	71,692	64,394	8,242	14.7%
Total - Circuit Court	1,629,163	1,772,698	1,940,705	1,900,488	127,790	7.2%
Office of the State's Attorney						
Judicial	2,720,224	2,895,841	2,902,113	2,924,286	28,445	1.0%
Grants	601,059	659,574	697,017	705,735	46,161	7.0%
Total - State's Attorney	3,321,283	3,555,415	3,599,130	3,630,021	74,606	2.1%
Total - County Treasurer	453,254	459,565	464,565	478,919	19,354	4.2%

FY2019 BUDGET
EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED	AMOUNT PERCENT
GENERAL GOVERNMENT - Continued						
Total - Alcohol Beverage Board	196,539	298,157	298,157	329,596	31,439	10.5%
Total - Board of Elections	931,941	1,101,591	1,112,541	1,112,541	10,950	1.0%
Total - Ethics Commission	650	833	833	833	0	0.0%
Total - SDAT - Leonardtown Office	0	450,872	848,298	471,298	20,426	4.5%
TOTAL GENERAL GOVERNMENT	22,246,958	25,408,524	26,580,158	26,066,074	657,550	2.6%
PUBLIC SAFETY						
Emergency Services						
Emergency Communications Center	2,570,359	2,757,392	2,829,369	2,749,165	(8,227)	-0.3%
Emergency Radio Communications	1,860,339	1,072,186	1,357,786	1,338,697	266,511	24.9%
Emergency Management	305,940	327,884	347,234	346,777	18,893	5.8%
Animal Control	721,621	806,921	805,899	818,803	11,882	1.5%
Grants (Recov-Princ FEMA & Emerg Events)	330,927	299,500	406,296	406,296	106,796	35.7%
Total Emergency Services	5,789,186	5,263,883	5,746,584	5,659,738	395,855	7.5%
Office of the Sheriff						
Law Enforcement	22,495,601	23,898,363	26,858,433	25,706,109	1,807,746	7.6%
Corrections	11,062,302	12,498,419	13,326,350	12,718,797	220,378	1.8%
Training	332,823	413,389	425,239	413,389	0	0.0%
Canine	22,118	38,800	38,800	38,800	0	0.0%
Court Security	797,070	859,687	859,687	870,929	11,242	1.3%
Grants	560,983	866,715	925,584	933,292	66,577	7.7%
Total Office of the Sheriff	35,270,897	38,575,373	42,434,093	40,681,316	2,105,943	5.5%
TOTAL PUBLIC SAFETY	41,060,083	43,839,256	48,180,677	46,341,054	2,501,798	5.7%
PUBLIC WORKS						
Public Works & Transportation (DPW&T)						
Administration	390,543	431,000	433,875	431,275	275	0.1%
Engineering Services	780,323	930,631	1,083,345	1,102,960	172,329	18.5%
Construction & Inspections	635,744	674,731	676,131	697,967	23,236	3.4%
County Highways	4,342,576	4,284,261	4,601,219	4,453,927	169,666	4.0%
St Mary's County Airport	10,640	25,475	124,044	126,544	101,069	396.7%
Grants (principally STS)	2,427,852	3,283,672	3,631,887	3,129,742	(153,930)	-4.7%
TOTAL PUBLIC WORKS	8,587,678	9,629,770	10,550,501	9,942,415	312,645	3.2%
HEALTH						
Total - Department of Health	2,138,656	2,253,275	2,345,385	2,283,675	30,400	1.3%
Aging & Human Services						
Human Services-Admin Grants (0409)	368,841	70,000	70,000	71,102	1,102	1.6%
Grants - Human Services (Non-Admin.-440)	4,541,302	607,658	607,658	607,658	0	0.0%
Total - Aging & Human Services	4,910,143	677,658	677,658	678,760	1,102	0.2%
TOTAL HEALTH	7,048,799	2,930,933	3,023,043	2,962,435	31,502	1.1%

FY2019 BUDGET
EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED	AMOUNT PERCENT
SOCIAL SERVICES						
Aging & Human Services						
Aging Administration	1,638,827	1,712,569	1,901,070	1,917,274	204,705	12.0%
Grants - Aging	982,952	988,690	1,055,686	1,062,105	73,415	7.4%
Non-Profit Allocation	906,415	826,612	826,612	831,512	4,900	0.6%
Total - Aging & Human Services	3,528,194	3,527,871	3,783,368	3,810,891	283,020	8.0%
Total - Department of Social Services	411,927	433,974	477,727	449,178	15,204	3.5%
Other State Agencies						
So.MD Tri-County Comm. Action	16,000	16,000	16,000	16,000	0	0.0%
Tri-County Youth Services Bureau, Inc.	110,000	143,600	143,600	143,600	0	0.0%
Total - Other State Agencies	126,000	159,600	159,600	159,600	0	0.0%
TOTAL SOCIAL SERVICES	4,066,121	4,121,445	4,420,695	4,419,669	298,224	7.2%
PRIMARY & SECONDARY EDUCATION						
County Appropriation - BOE	102,690,393	102,189,940	106,154,743	103,052,525	862,585	0.8%
Non-Public School Bus Transportation	1,996,263	2,172,494	2,344,959	2,176,699	4,205	0.2%
Non-Profit Allocation	18,175	18,175	18,175	8,175	(10,000)	-55.0%
TOTAL PRIMARY & SECONDARY EDUCATION	104,704,831	104,380,609	108,517,877	105,237,399	856,790	0.8%
POST SECONDARY EDUCATION						
County Appropriation - College of So MD	4,207,365	4,207,365	4,326,961	4,326,961	119,596	2.8%
Southern MD Higher Education Center	0	40,000	40,000	40,000	0	0.0%
Non-Profit Allocation	60,000	25,000	25,000	25,000	0	0.0%
TOTAL POST SECONDARY EDUCATION	4,267,365	4,272,365	4,391,961	4,391,961	119,596	2.8%
PARKS, RECREATION & CULTURE						
Recreation & Parks - Department						
Administration	1,189,249	1,187,090	1,186,635	1,211,248	24,158	2.0%
Parks Maintenance	2,044,221	2,055,104	2,263,278	2,137,119	82,015	4.0%
Grants Division	82,320	20,000	25,000	25,000	5,000	25.0%
Museum Division	445,102	556,969	581,845	560,567	3,598	0.6%
Non-Profit Allocation	87,580	94,580	94,580	85,842	(8,738)	-9.2%
TOTAL PARKS, RECREATION, & CULTURE	3,848,472	3,913,743	4,151,338	4,019,776	106,033	2.7%
County Appropriation - TOTAL LIBRARY	2,684,574	2,800,572	3,083,501	2,847,846	47,274	1.7%
CONSERVATION OF NATURAL RESOURCES						
University of MD Extension-St. Mary's	241,528	257,400	257,400	253,287	(4,113)	-1.6%
Soil Conservation District	74,920	73,946	77,063	76,461	2,515	3.4%
SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Southern Maryland RC&D	12,470	13,300	13,300	13,300	0	0.0%
Non-Profit Allocation	0	12,500	12,500	30,000	17,500	140.0%
Allocation of Agriculture & Seafood (75% DED)	177,656	250,830	250,830	257,937	7,107	2.8%
TOTAL CONSV. OF NATURAL RESOURCES	509,074	610,476	613,593	633,485	23,009	3.8%

FY2019 BUDGET
EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
ECONOMIC & DEVELOPMENT						
Economic Development - Department						
Administration/Office of the Director	410,105	414,096	414,096	413,165	(931)	-0.2%
Tourism Development	418,680	430,937	430,937	430,937	0	0.0%
Agriculture & Seafood Development	236,875	334,440	334,440	343,916	9,476	2.8%
Less Allocation (See above)	(177,656)	(250,830)	(250,830)	(257,937)	(7,107)	2.8%
Business Development	404,700	316,528	316,528	321,485	4,957	1.6%
Non-Profit Allocation	28,580	33,580	33,580	33,580	0	0.0%
Grants	281,216	375,473	0	0	(375,473)	-100.0%
Total - Economic Development	1,602,500	1,654,224	1,278,751	1,285,146	(369,078)	-22.3%
Human Resources						
Commission for the Disabled	0	0	2,300	2,300	2,300	100.0%
Total - Human Resources	0	0	2,300	2,300	2,300	100.0%
Office of Community Services						
Community Services	395,284	448,274	525,034	525,772	77,498	17.3%
Human Relations Commission	0	1,850	1,850	1,850	0	0.0%
Commission for the Disabled	2,300	2,300	0	0	(2,300)	-100.0%
Commission for Women	8,471	7,000	7,000	7,000	0	0.0%
Total - Office of Community Services	406,055	459,424	533,884	534,622	75,198	16.4%
Tri-County Council for Southern Maryland	94,200	94,200	94,200	94,200	0	0.0%
Total - Tri-County Council for Southern Maryland	94,200	94,200	94,200	94,200	0	0.0%
TOTAL ECONOMIC & DEVELOPMENT	2,102,755	2,207,848	1,909,135	1,916,268	(291,580)	-13.2%
DEBT SERVICE / INTER-GOVERNMENTAL						
TOTAL DEBT SERVICE	10,002,778	11,255,230	11,667,433	11,667,432	412,202	3.7%
TOTAL INTER-GOVERNMENTAL - LEONARDTOWN TAX REBATE	43,943	44,916	43,493	43,493	(1,423)	-3.2%
OTHER						
Employer Contributions - Retiree Health Benefits	3,026,204	3,000,000	3,200,000	3,200,000	200,000	6.7%
Employer Contributions - Unemployment	30,768	30,000	35,000	35,000	5,000	16.7%
Bank / GOB Costs	28,023	30,000	35,000	35,000	5,000	16.7%
TOTAL OTHER	3,084,995	3,060,000	3,270,000	3,270,000	210,000	6.9%
RESERVES						
Reserve - Appropriation	0	1,000,000	1,000,000	1,000,000	0	0.0%
Reserve - Bond Rating	0	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	1,082,900	500,000	500,000	(582,900)	-53.8%
Reserve - Public Hearing	0	0	0	153,524	153,524	100.0%
TOTAL RESERVES	0	2,482,900	1,900,000	2,053,524	(429,376)	-17.3%
TRANSFERS						
Capital Projects - Pay-Go	(2,972,992)	365,518	0	1,085,000	719,482	196.8%
TOTAL TRANSFERS	(2,972,992)	365,518	0	1,085,000	719,482	196.8%
TOTAL GENERAL FUND	\$211,285,434	\$221,324,105	\$232,303,405	\$226,897,831	5,573,726	2.5%

**BUDGET
EXPENDITURES - SUMMARY**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
County Commissioners/County Administrator	1,050,361	1,108,586	1,195,848	1,129,322	20,736	1.9%
Aging & Human Services	8,844,392	4,664,953	4,994,910	5,024,273	359,320	7.7%
County Attorney	655,639	692,294	756,580	754,613	62,319	9.0%
Economic Development	1,858,331	1,960,729	1,585,256	1,606,258	(354,471)	-18.1%
Finance	1,580,245	1,699,332	1,679,332	1,721,908	22,576	1.3%
Information Technology	2,838,081	3,451,839	3,675,393	3,747,406	295,567	8.6%
Human Resources	1,513,056	1,797,947	1,762,379	1,800,924	2,977	0.2%
Land Use & Growth Management	2,776,617	3,052,009	3,049,719	3,060,509	8,500	0.3%
Public Works & Transportation	15,884,070	17,769,650	19,094,438	18,049,110	279,460	1.6%
Recreation & Parks	3,848,472	3,913,743	4,151,338	4,019,776	106,033	2.7%
Emergency Services	5,789,186	5,263,883	5,746,584	5,659,738	395,855	7.5%
Total, County Departments	46,638,450	45,374,965	47,691,777	46,573,837	1,198,872	2.6%
Circuit Court	1,573,372	1,716,546	1,869,013	1,836,094	119,548	7.0%
Orphans' Court	55,791	56,152	71,692	64,394	8,242	14.7%
Office of the Sheriff	35,270,897	40,375,373	42,434,093	41,381,316	1,005,943	2.5%
Office of the Sheriff - Vacancy Reserve	0	(1,800,000)	0	(700,000)	1,100,000	
Office of the State's Attorney	3,321,283	3,555,415	3,599,130	3,630,021	74,606	2.1%
Office of the County Treasurer	453,254	459,565	464,565	478,919	19,354	4.2%
Total, Elected Officials	40,674,597	44,363,051	48,438,493	46,690,744	2,327,693	5.2%
Department of Health	2,138,656	2,253,275	2,345,385	2,283,675	30,400	1.3%
Department of Social Services	411,927	433,974	477,727	449,178	15,204	3.5%
Alcohol Beverage Board	196,539	298,157	298,157	329,596	31,439	10.5%
Board of Elections	931,941	1,101,591	1,112,541	1,112,541	10,950	1.0%
University of Maryland Extension (UME)	241,528	257,400	257,400	253,287	(4,113)	-1.6%
Ethics Commission	650	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	74,920	73,946	77,063	76,461	2,515	3.4%
So. MD Resource Conservation & Development	12,470	13,300	13,300	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	94,200	94,200	0	0.0%
Tri-County Youth Services Bureau, Inc.	110,000	143,600	143,600	143,600	0	0.0%
SDAT - Leonardtown Office	0	450,872	848,298	471,298	20,426	4.5%
Southern Maryland Higher Education Center	0	40,000	40,000	40,000	0	0.0%
BOE - Recurring	99,717,401	102,189,940	104,233,739	103,052,525	862,585	0.8%
BOE - Non-Recurring	2,972,992	0	1,921,004	0	0	0.0%
County Funds - College of Southern Maryland	4,207,365	4,207,365	4,326,961	4,326,961	119,596	2.8%
County Funds - Board of Library Trustees	2,684,574	2,800,572	3,083,501	2,847,846	47,274	1.7%
Total, Boards and State Agencies	113,813,663	114,377,525	119,292,209	115,513,801	1,136,276	1.0%
SUB-TOTAL	201,126,710	204,115,541	215,422,479	208,778,382	4,662,841	2.3%
Other Budget Costs						
Appropriation Reserve	0	1,000,000	1,000,000	1,000,000	0	0.0%
Leonardtown Tax Rebate	43,943	44,916	43,493	43,493	(1,423)	-3.2%
Employer Contributions - Retiree Health Costs	3,026,204	3,000,000	3,200,000	3,200,000	200,000	6.7%
Employer Contributions - Unemployment	30,768	30,000	35,000	35,000	5,000	16.7%
Bank / GOB Costs	28,023	30,000	35,000	35,000	5,000	16.7%
Debt Service	10,002,778	11,255,230	11,667,433	11,667,432	412,202	3.7%
Total, Other Budget Costs	13,131,716	15,360,146	15,980,926	15,980,925	620,779	4.0%
Subtotal, Excludes Transfers	214,258,426	219,475,687	231,403,405	224,759,307	5,283,620	2.4%
Transfers & Reserves						
CIP / Pay-Go	(2,972,992)	365,518	0	1,085,000	719,482	196.8%
Reserve - Public Hearing	0	0	0	153,524	153,524	100.0%
Reserve - Bond Rating	0	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	1,082,900	500,000	500,000	(582,900)	-53.8%
Total, Transfers & Reserves	(2,972,992)	1,848,418	900,000	2,138,524	290,106	15.7%
TOTAL GENERAL FUND BUDGET	\$211,285,434	\$221,324,105	\$232,303,405	\$226,897,831	5,573,726	2.5%

THE GENERAL FUND EXPENDITURES STRUCTURE

The detailed budget pages which follow provide a breakdown by department/spending unit of the audited FY2017 expenditures, the original approved FY2018 budget, and both the requested and recommended FY2019 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	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED AMOUNT	PERCENT
COUNTY DEPARTMENTS						
County Commissioners/County Admin.						
Legislative/County Commissioners						
Personal Services	397,562	402,148	402,148	419,884	17,736	4.4%
Operating Supplies	2,772	4,500	4,500	4,500	0	0.0%
Communications	3,542	5,100	5,100	5,100	0	0.0%
Transportation	1,489	5,000	5,000	5,000	0	0.0%
Miscellaneous	32,044	42,000	42,000	42,000	0	0.0%
Legislative/County Commissioners	437,409	458,748	458,748	476,484	17,736	3.9%
County Administrator						
Personal Services	354,774	365,088	452,850	372,968	7,880	2.2%
Operating Supplies	11,669	17,031	15,531	15,531	(1,500)	-8.8%
Professional Services	6,834	11,732	8,732	8,732	(3,000)	-25.6%
Communications	1,566	2,900	2,900	2,900	0	0.0%
Transportation	58	2,500	1,000	1,000	(1,500)	-60.0%
Miscellaneous	3,564	3,800	3,800	3,800	0	0.0%
Equipment	926	0	4,500	0	0	0.0%
County Administrator	379,391	403,051	489,313	404,931	1,880	0.5%
Public Information						
Personal Services	219,470	223,227	223,227	223,347	120	0.1%
Operating Supplies	3,081	8,040	7,040	7,040	(1,000)	-12.4%
Communications	962	1,000	1,000	1,000	0	0.0%
Transportation	57	1,100	1,100	1,100	0	0.0%
Miscellaneous	9,991	13,420	15,420	15,420	2,000	14.9%
Public Information	233,561	246,787	247,787	247,907	1,120	0.5%
Total - County Commissioners/County Admin.	1,050,361	1,108,586	1,195,848	1,129,322	20,736	1.9%
Aging & Human Services						
Aging Administration						
Personal Services	1,247,214	1,274,891	1,346,837	1,363,041	88,150	6.9%
Operating Supplies	255,050	260,040	350,040	350,040	90,000	34.6%
Professional Services	66,947	81,562	81,562	81,562	0	0.0%
Communications	23,099	30,000	30,000	30,000	0	0.0%
Transportation	25,210	44,200	44,200	44,200	0	0.0%
Miscellaneous	5,239	5,876	7,211	7,211	1,335	22.7%
Equipment	2,852	0	28,000	28,000	28,000	100.0%
Other - Lease Payments	13,216	16,000	13,220	13,220	(2,780)	-17.4%
Aging Administration	1,638,827	1,712,569	1,901,070	1,917,274	204,705	12.0%
Aging - Grants						
Personal Services	613,542	647,967	705,089	726,518	78,551	12.1%
Operating Supplies	198,637	173,203	178,320	163,310	(9,893)	-5.7%
Professional Services	138,754	133,769	137,620	137,620	3,851	2.9%
Communications	1,491	400	700	700	300	75.0%
Transportation	20,615	26,845	25,845	25,845	(1,000)	-3.7%
Insurance	1,157	1,196	1,196	1,196	0	0.0%
Miscellaneous	6,611	5,310	6,916	6,916	1,606	30.2%
Equipment	2,145	0	0	0	0	0.0%
Aging - Grants	982,952	988,690	1,055,686	1,062,105	73,415	7.4%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
Aging & Human Services - continued						
Human Services-Admin Grants						
Personal Services	311,828	58,249	58,248	59,592	1,343	2.3%
Operating Supplies	23,984	6,251	5,752	5,510	(741)	-11.9%
Professional Services	25,453	4,500	5,000	5,000	500	11.1%
Communication	1,670	0	0	0	0	0.0%
Transportation	1,546	1,000	1,000	1,000	0	0.0%
Rentals	435	0	0	0	0	0.0%
Miscellaneous	3,925	0	0	0	0	0.0%
Human Services-Admin Grants	368,841	70,000	70,000	71,102	1,102	1.6%
Community Services						
Personal Services	218,487	261,856	338,616	339,354	77,498	29.6%
Operating Supplies	1,000	6,361	6,361	6,361	0	0.0%
Professional Services	22,561	28,172	28,172	28,172	0	0.0%
Communications	3,098	3,500	3,500	3,500	0	0.0%
Transportation	1,014	2,000	2,000	2,000	0	0.0%
Rentals	0	335	335	335	0	0.0%
Miscellaneous	144,200	146,050	146,050	146,050	0	0.0%
Other - Lease Payments	4,924	0	0	0	0	0.0%
Community Services	395,284	448,274	525,034	525,772	77,498	17.3%
Human Relations Commission						
Operating Supplies	0	250	250	250	0	0.0%
Professional Services	0	1,400	1,400	1,400	0	0.0%
Miscellaneous	0	200	200	200	0	0.0%
Human Relations Commission	0	1,850	1,850	1,850	0	0.0%
Commission for the Disabled						
Operating Supplies	1,300	600	0	0	(600)	-100.0%
Professional Services	1,000	1,700	0	0	(1,700)	-100.0%
Commission for the Disabled	2,300	2,300	0	0	(2,300)	-100.0%
Commission for Women						
Operating Supplies	1,372	765	765	765	0	0.0%
Professional Services	4,060	5,335	5,335	5,335	0	0.0%
Rentals	0	400	400	400	0	0.0%
Miscellaneous	3,039	500	500	500	0	0.0%
Commission for Women	8,471	7,000	7,000	7,000	0	0.0%
Non-Profits - Aging & Human Services						
Miscellaneous (Operating Allocation)	906,415	826,612	826,612	831,512	4,900	0.6%
Non-Profits - Aging & Human Services	906,415	826,612	826,612	831,512	4,900	0.6%
Grants - Human Services (Non-Admin.)						
Personal Services	54,460	0	0	0	0	0.0%
Operating Supplies	9,536	0	0	0	0	0.0%
Professional Services	4,476,397	607,658	607,658	607,658	0	0.0%
Communications	664	0	0	0	0	0.0%
Transportation	177	0	0	0	0	0.0%
Miscellaneous	68	0	0	0	0	0.0%
Grants - Human Services (Non-Admin.)	4,541,302	607,658	607,658	607,658	0	0.0%
Total - Aging & Human Services	8,844,392	4,664,953	4,994,910	5,024,273	359,320	7.7%
County Attorney						
Personal Services	571,427	582,639	639,685	637,718	55,079	9.5%
Operating Supplies	48,684	48,630	42,390	42,390	(6,240)	-12.8%
Professional Services	24,669	25,025	35,885	35,885	10,860	43.4%
Communications	5,198	3,100	3,100	3,100	0	0.0%
Transportation	579	600	600	600	0	0.0%
Miscellaneous	3,224	32,300	32,420	32,420	120	0.4%
Equipment	1,858	0	2,500	2,500	2,500	100.0%
Total - County Attorney	655,639	692,294	756,580	754,613	62,319	9.0%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED AMOUNT	PERCENT
Economic Development						
Administration/Office of the Director						
Personal Services	373,924	370,808	370,808	369,877	(931)	-0.3%
Operating Supplies	8,634	12,060	12,060	12,060	0	0.0%
Professional Services	9,007	4,100	4,100	4,100	0	0.0%
Communications	12,586	14,400	14,400	14,400	0	0.0%
Transportation	1,161	3,360	3,360	3,360	0	0.0%
Rentals	182	168	168	168	0	0.0%
Miscellaneous	3,940	9,200	9,200	9,200	0	0.0%
Equipment	671	0	0	0	0	0.0%
Administration/Office of the Director	410,105	414,096	414,096	413,165	(931)	-0.2%
Tourism Development						
Personal Services	126,650	163,326	0	0	(163,326)	-100.0%
Operating Supplies	156,043	91,751	0	0	(91,751)	-100.0%
Professional Services	115,515	119,742	430,937	430,937	311,195	259.9%
Communications	80	1,560	0	0	(1,560)	-100.0%
Transportation	67	3,500	0	0	(3,500)	-100.0%
Miscellaneous	20,325	51,058	0	0	(51,058)	-100.0%
Tourism Development	418,680	430,937	430,937	430,937	0	0.0%
Agriculture & Seafood Development						
Personal Services	228,284	322,259	322,259	331,735	9,476	2.9%
Operating Supplies	6,040	7,050	7,067	7,067	17	0.2%
Transportation	12	800	683	683	(117)	-14.6%
Miscellaneous	2,539	4,331	4,431	4,431	100	2.3%
Agriculture & Seafood Development	236,875	334,440	334,440	343,916	9,476	2.8%
Business Development						
Personal Services	126,585	142,382	142,382	147,339	4,957	3.5%
Operating Supplies	31,453	45,499	45,499	45,499	0	0.0%
Professional Services	66,464	66,447	66,447	66,447	0	0.0%
Transportation	0	1,000	1,000	1,000	0	0.0%
Miscellaneous	175,452	61,200	61,200	61,200	0	0.0%
Equipment	4,746	0	0	0	0	0.0%
Business Development	404,700	316,528	316,528	321,485	4,957	1.6%
Non-Profits - Economic Development						
Miscellaneous-Conservation	0	12,500	12,500	30,000	17,500	140.0%
Miscellaneous-Economic Development	28,580	33,580	33,580	33,580	0	0.0%
Miscellaneous-Post Secondary Education	60,000	25,000	25,000	25,000	0	0.0%
Miscellaneous-Primary & Secondary Education	18,175	18,175	18,175	8,175	(10,000)	-55.0%
Non-Profits - Economic Development	106,755	89,255	89,255	96,755	7,500	8.4%
Grants						
Operating Supplies	51,216	45,000	0	0	(45,000)	-100.0%
Professional Services	0	330,473	0	0	(330,473)	-100.0%
Miscellaneous	230,000	0	0	0	0	0.0%
Grants	281,216	375,473	0	0	(375,473)	-100.0%
Total - Economic Development	1,858,331	1,960,729	1,585,256	1,606,258	(354,471)	-18.1%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE) OVER FY2018 APPROVED	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
Finance						
Administration/Budget						
Personal Services	628,421	642,271	642,271	655,821	13,550	2.1%
Operating Supplies	13,490	20,000	20,000	20,000	0	0.0%
Professional Services	28,592	32,480	12,480	12,480	(20,000)	-61.6%
Communications	12,266	14,200	14,200	14,200	0	0.0%
Transportation	384	1,000	1,000	1,000	0	0.0%
Miscellaneous	3,690	4,500	4,500	4,500	0	0.0%
Equipment	533	0	0	0	0	0.0%
Administration/Budget	687,376	714,451	694,451	708,001	(6,450)	-0.9%
Accounting						
Personal Services	539,921	593,208	593,208	619,647	26,439	4.5%
Operating Supplies	4,496	7,900	7,900	7,900	0	0.0%
Professional Services	600	1,650	1,931	1,931	281	17.0%
Transportation	51	400	400	400	0	0.0%
Miscellaneous	9,883	11,000	10,719	10,719	(281)	-2.6%
Equipment	649	0	0	0	0	0.0%
Accounting	555,600	614,158	614,158	640,597	26,439	4.3%
Auditing						
Professional Services	48,299	50,980	50,980	50,980	0	0.0%
Auditing	48,299	50,980	50,980	50,980	0	0.0%
Procurement						
Personal Services	285,251	313,293	313,293	315,880	2,587	0.8%
Operating Supplies	2,060	3,750	3,750	3,750	0	0.0%
Communications	673	1,000	1,000	1,000	0	0.0%
Transportation	11	200	200	200	0	0.0%
Miscellaneous	430	1,500	1,500	1,500	0	0.0%
Equipment	545	0	0	0	0	0.0%
Procurement	288,970	319,743	319,743	322,330	2,587	0.8%
Total - Finance	1,580,245	1,699,332	1,679,332	1,721,908	22,576	1.3%
Information Technology						
Personal Services	1,465,467	2,004,801	1,862,804	1,934,817	(69,984)	-3.5%
Operating Supplies	758,644	801,692	1,016,743	1,016,743	215,051	26.8%
Professional Services	151,706	125,158	252,658	252,658	127,500	101.9%
Communications	116,106	131,520	132,320	132,320	800	0.6%
Transportation	784	2,000	1,200	1,200	(800)	-40.0%
Rentals	77	1,000	1,000	1,000	0	0.0%
Miscellaneous	1,394	4,200	2,200	2,200	(2,000)	-47.6%
Equipment	305,389	381,468	406,468	406,468	25,000	6.6%
Other - Lease Payments	38,514	0	0	0	0	0.0%
Total - Information Technology	2,838,081	3,451,839	3,675,393	3,747,406	295,567	8.6%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
Human Resources						
Human Resources						
Personal Services	630,286	642,026	642,026	677,779	35,753	5.6%
Operating Supplies	56,463	82,560	81,760	81,760	(800)	-1.0%
Professional Services	105,006	53,256	54,456	54,456	1,200	2.3%
Communications	3,588	4,500	4,500	4,500	0	0.0%
Transportation	98	800	800	800	0	0.0%
Miscellaneous	72,118	205,495	166,385	166,385	(39,110)	-19.0%
Human Resources	867,559	988,637	949,927	985,680	(2,957)	-0.3%
Risk Management						
Personal Services	67,024	68,050	68,050	70,842	2,792	4.1%
Operating Supplies	2,922	3,502	3,207	3,207	(295)	-8.4%
Professional Services	1,273	1,500	1,500	1,500	0	0.0%
Transportation	0	100	100	100	0	0.0%
Insurance	564,083	734,573	735,310	735,310	737	0.1%
Miscellaneous	1,585	1,585	1,985	1,985	400	25.2%
Risk Management	636,887	809,310	810,152	812,944	3,634	0.4%
Comm for People w/Disabilities						
Operating Supplies	0	0	600	600	600	100.0%
Professional Services	0	0	1,700	1,700	1,700	100.0%
Comm for People w/Disabilities	0	0	2,300	2,300	2,300	100.0%
Grants						
Operating Supplies	1,900	0	0	0	0	0.0%
Miscellaneous	6,710	0	0	0	0	0.0%
Grants	8,610	0	0	0	0	0.0%
Total - Human Resources	1,513,056	1,797,947	1,762,379	1,800,924	2,977	0.2%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED AMOUNT	PERCENT
Land Use & Growth Management (LUGM)						
Administration						
Personal Services	586,893	679,742	679,742	681,018	1,276	0.2%
Operating Supplies	35,687	59,180	59,180	59,180	0	0.0%
Professional Services	18,968	34,634	34,634	34,634	0	0.0%
Communications	12,689	18,000	18,000	18,000	0	0.0%
Transportation	184	2,500	2,384	2,384	(116)	-4.6%
Rentals	120	200	200	200	0	0.0%
Miscellaneous	737	5,394	5,510	5,510	116	2.2%
Equipment	5,086	0	0	0	0	0.0%
Administration	660,364	799,650	799,650	800,926	1,276	0.2%
Comprehensive Planning						
Personal Services	462,842	333,412	333,412	351,332	17,920	5.4%
Operating Supplies	1,766	4,000	4,000	4,000	0	0.0%
Professional Services	19,307	1,844	2,144	2,144	300	16.3%
Transportation	111	1,300	1,300	1,300	0	0.0%
Rentals	290	750	450	450	(300)	-40.0%
Miscellaneous	1,947	3,815	3,815	3,815	0	0.0%
Lease Payment	0	20,700	19,360	19,360	(1,340)	-6.5%
Comprehensive Planning	486,263	365,821	364,481	382,401	16,580	4.5%
Development Services						
Personal Services	342,860	376,333	376,333	383,106	6,773	1.8%
Operating Supplies	47	1,200	1,200	1,200	0	0.0%
Professional Services	1,239	15,000	0	0	(15,000)	-100.0%
Transportation	251	800	800	800	0	0.0%
Miscellaneous	2,305	2,800	2,800	2,800	0	0.0%
Development Services	346,702	396,133	381,133	387,906	(8,227)	-2.1%
Zoning Administration						
Personal Services	317,966	324,374	324,374	336,861	12,487	3.8%
Operating Supplies	268	5,300	5,300	5,300	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	1,965	3,340	3,340	3,340	0	0.0%
Zoning Administration	320,199	333,214	333,214	345,701	12,487	3.7%
Planning Commission						
Personal Services	21,447	23,646	23,646	23,647	1	0.0%
Transportation	0	500	500	500	0	0.0%
Miscellaneous	895	2,618	2,618	2,618	0	0.0%
Planning Commission	22,342	26,764	26,764	26,765	1	0.0%
Boards and Commissions						
Personal Services	16,716	16,518	16,518	16,519	1	0.0%
Transportation	0	500	500	500	0	0.0%
Miscellaneous	895	3,018	3,018	3,018	0	0.0%
Boards and Commissions	17,611	20,036	20,036	20,037	1	0.0%
Historical Preservation						
Operating Supplies	1,429	2,250	2,250	2,250	0	0.0%
Professional Services	0	100	100	100	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	850	1,030	1,030	1,030	0	0.0%
Historical Preservation	2,279	3,580	3,580	3,580	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED AMOUNT	PERCENT
LUGM - Continued						
Permit Services						
Personal Services	337,547	359,732	359,732	368,160	8,428	2.3%
Operating Supplies	0	1,500	1,500	1,500	0	0.0%
Professional Services	293	1,350	1,350	1,350	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	0	1,000	1,000	1,000	0	0.0%
Permit Services	337,840	363,782	363,782	372,210	8,428	2.3%
Inspections & Compliance						
Personal Services	441,358	546,324	546,324	510,228	(36,096)	-6.6%
Operating Supplies	4,959	9,850	9,850	9,850	0	0.0%
Professional Services	79,073	120,320	135,320	135,320	15,000	12.5%
Transportation	6,103	12,100	12,100	12,100	0	0.0%
Miscellaneous	240	10,090	10,090	10,090	0	0.0%
Equipment	1,040	0	0	0	0	0.0%
Other - Lease Payments	0	20,470	19,520	19,520	(950)	-4.6%
Inspections & Compliance	532,773	719,154	733,204	697,108	(22,046)	-3.1%
Board of Electrical Examiners						
Operating Supplies	719	1,400	1,400	1,400	0	0.0%
Professional Services	11,990	12,000	12,000	12,000	0	0.0%
Communications	91	300	300	300	0	0.0%
Transportation	278	350	350	350	0	0.0%
Miscellaneous	695	250	250	250	0	0.0%
Board of Electrical Examiners	13,773	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	1,000	1,725	1,725	1,725	0	0.0%
Communications	0	100	100	100	0	0.0%
Rentals	25	500	500	500	0	0.0%
Miscellaneous	0	500	500	500	0	0.0%
Commission on the Environment	1,025	2,825	2,825	2,825	0	0.0%
Plumbing & Gas Board						
Operating Supplies	1,479	1,750	1,750	1,750	0	0.0%
Communications	0	100	100	100	0	0.0%
Plumbing & Gas Board	1,479	1,850	1,850	1,850	0	0.0%
Grants						
Miscellaneous	33,967	2,000	2,000	2,000	0	0.0%
Grants	33,967	2,000	2,000	2,000	0	0.0%
Total - Land Use & Growth Management	2,776,617	3,052,009	3,049,719	3,060,509	8,500	0.3%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
OVER FY2018 APPROVED						
Public Works & Transportation (DPW&T)						
Administration						
Personal Services	370,437	406,963	406,963	407,213	250	0.1%
Operating Supplies	7,660	9,977	10,327	9,977	0	0.0%
Professional Services	2,934	3,400	3,400	3,400	0	0.0%
Communications	8,609	10,260	10,260	10,260	0	0.0%
Transportation	63	0	200	0	0	0.0%
Miscellaneous	840	400	2,725	425	25	6.3%
Administration	390,543	431,000	433,875	431,275	275	0.1%
Engineering Services						
Personal Services	768,949	913,148	1,045,332	1,064,947	151,799	16.6%
Operating Supplies	4,525	5,370	7,650	7,650	2,280	42.5%
Professional Services	1,353	6,475	6,475	6,475	0	0.0%
Transportation	295	250	750	750	500	200.0%
Miscellaneous	2,803	5,388	6,138	6,138	750	13.9%
Equipment	2,398	0	17,000	17,000	17,000	100.0%
Engineering Services	780,323	930,631	1,083,345	1,102,960	172,329	18.5%
Development Review						
Personal Services	171,236	193,365	193,365	171,887	(21,478)	-11.1%
Operating Supplies	1,175	1,675	1,675	1,675	0	0.0%
Professional Services	500	800	800	800	0	0.0%
Transportation	82	200	200	200	0	0.0%
Miscellaneous	210	475	475	475	0	0.0%
Development Review	173,203	196,515	196,515	175,037	(21,478)	-10.9%
Construction & Inspections						
Personal Services	510,515	497,611	497,611	520,847	23,236	4.7%
Operating Supplies	4,066	4,850	6,250	4,850	0	0.0%
Professional Services	93,576	155,150	155,150	155,150	0	0.0%
Communications	3,204	3,620	3,620	3,620	0	0.0%
Transportation	10,467	13,500	13,500	13,500	0	0.0%
Other - Lease Payment	13,916	0	0	0	0	0.0%
Construction & Inspections	635,744	674,731	676,131	697,967	23,236	3.4%
County Highways						
Personal Services	2,778,893	2,818,542	2,940,066	3,000,724	182,182	6.5%
Operating Supplies	46,497	60,888	62,888	62,888	2,000	3.3%
Professional Services	94,221	65,220	95,220	65,220	0	0.0%
Communications	5,794	5,620	5,620	5,620	0	0.0%
Transportation	132,242	344,050	344,050	344,050	0	0.0%
Public Utility Service	80,746	103,000	103,000	103,000	0	0.0%
Rentals	34,732	18,900	30,000	18,900	0	0.0%
Snow Removal	537,689	254,750	254,750	254,750	0	0.0%
Miscellaneous	185,024	201,890	217,640	201,890	0	0.0%
Equipment	20,540	0	20,000	0	0	0.0%
Other - Lease Payment	426,198	411,401	527,985	396,885	(14,516)	-3.5%
County Highways	4,342,576	4,284,261	4,601,219	4,453,927	169,666	4.0%
Mailroom/Messenger Services						
Personal Services	65,326	102,500	102,500	95,309	(7,191)	-7.0%
Operating Supplies	1,951	3,910	1,710	1,710	(2,200)	-56.3%
Communications	5,461	800	800	800	0	0.0%
Transportation	850	3,000	1,000	1,000	(2,000)	-66.7%
Rentals	8,961	13,900	11,900	11,900	(2,000)	-14.4%
Other - Lease Payment	4,355	0	0	0	0	0.0%
Mailroom/Messenger Services	86,904	124,110	117,910	110,719	(13,391)	-10.8%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
DPW & T - Continued						
Vehicle Maintenance Shop						
Personal Services	833,195	890,822	890,822	908,491	17,669	2.0%
Operating Supplies	37,657	52,492	52,492	52,492	0	0.0%
Professional Services	24,855	26,270	25,470	25,470	(800)	-3.0%
Communications	1,985	4,220	4,220	4,220	0	0.0%
Transportation	454,349	591,000	586,000	586,000	(5,000)	-0.8%
Equipment	15,752	3,014	3,014	3,014	0	0.0%
Other - Lease Payment	84,953	93,265	93,101	78,841	(14,424)	-15.5%
Vehicle Maintenance Shop	1,452,746	1,661,083	1,655,119	1,658,528	(2,555)	-0.2%
Non-Public School Bus Transportation						
Personal Services	73,759	75,260	75,260	78,070	2,810	3.7%
Operating Supplies	2,364	1,955	3,350	3,350	1,395	71.4%
Professional Services	1,883,404	2,054,848	2,222,197	2,054,848	0	0.0%
Communications	10,216	12,120	12,120	12,120	0	0.0%
Transportation	0	154	154	154	0	0.0%
Insurance	26,520	28,007	31,728	28,007	0	0.0%
Miscellaneous	0	150	150	150	0	0.0%
Non-Public School Bus Transportation	1,996,263	2,172,494	2,344,959	2,176,699	4,205	0.2%
St. Mary's County Airport						
Personal Services	0	0	97,469	97,469	97,469	100.0%
Operating Supplies	231	1,450	1,950	1,950	500	34.5%
Professional Services	3,353	12,700	12,700	12,700	0	0.0%
Communications	1,627	3,000	3,600	3,600	600	20.0%
Public Utility Service	4,353	5,000	5,000	5,000	0	0.0%
Repairs and Maintenance	751	0	0	0	0	0.0%
Rentals	0	3,000	3,000	3,000	0	0.0%
Miscellaneous	325	325	325	325	0	0.0%
Equipment	0	0	0	2,500	2,500	100.0%
St Mary's County Airport	10,640	25,475	124,044	126,544	101,069	396.7%
Grants (principally STS)						
Personal Services	1,703,674	1,695,988	1,792,490	1,808,672	112,684	6.6%
Operating Supplies	31,769	42,917	105,549	105,549	62,632	145.9%
Professional Services	28,976	122,970	33,770	33,770	(89,200)	-72.5%
Communications	2,717	6,425	7,025	7,025	600	9.3%
Transportation	465,664	988,220	967,037	448,710	(539,510)	-54.6%
Public Utility Service	30,527	29,000	29,000	29,000	0	0.0%
Repairs and Maintenance	2,111	3,450	3,450	3,450	0	0.0%
Rentals	582	0	0	0	0	0.0%
Insurance	40,137	75,000	75,000	75,000	0	0.0%
Miscellaneous	75,632	5,700	5,700	5,700	0	0.0%
Equipment	46,063	314,002	612,866	612,866	298,864	95.2%
Grants (principally STS)	2,427,852	3,283,672	3,631,887	3,129,742	(153,930)	-4.7%
Building Services						
Personal Services	1,341,590	1,339,095	1,518,237	1,380,215	41,120	3.1%
Operating Supplies	135,144	173,464	160,378	160,378	(13,086)	-7.5%
Professional Services	559,069	678,190	631,290	551,290	(126,900)	-18.7%
Communications	23,016	22,451	22,451	22,451	0	0.0%
Transportation	28,235	34,000	34,750	34,750	750	2.2%
Public Utility Service	1,302,376	1,557,953	1,499,953	1,499,953	(58,000)	-3.7%
Repairs and Maintenance	105,100	138,648	143,648	138,648	0	0.0%
Rentals	1,352	2,352	2,352	2,352	0	0.0%
Equipment	34,222	0	7,500	7,500	7,500	100.0%
Other - Lease Payment	34,095	39,525	58,875	38,175	(1,350)	-3.4%
Building Services	3,564,199	3,985,678	4,079,434	3,835,712	(149,966)	-3.8%
Grants (1299)						
Professional Services	23,077	0	150,000	150,000	150,000	100.0%
Grants (1299) - Building Services	23,077	0	150,000	150,000	150,000	100.0%
Total - Public Works & Transportation	15,884,070	17,769,650	19,094,438	18,049,110	279,460	1.6%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED AMOUNT	PERCENT
Recreation & Parks						
Administration						
Personal Services	1,157,799	1,130,030	1,130,030	1,154,643	24,613	2.2%
Operating Supplies	11,050	15,275	15,275	15,275	0	0.0%
Professional Services	2,970	4,980	5,880	5,880	900	18.1%
Communications	4,618	5,620	5,620	5,620	0	0.0%
Transportation	2,544	4,400	3,500	3,500	(900)	-20.5%
Miscellaneous	3,386	11,255	11,255	11,255	0	0.0%
Equipment	1,360	0	0	0	0	0.0%
Other - Lease Payments	5,522	15,530	15,075	15,075	(455)	-2.9%
Administration	1,189,249	1,187,090	1,186,635	1,211,248	24,158	2.0%
Parks Maintenance						
Personal Services	1,236,154	1,269,148	1,281,817	1,292,558	23,410	1.8%
Operating Supplies	59,150	58,499	64,714	60,714	2,215	3.8%
Professional Services	45,965	58,170	66,795	66,795	8,625	14.8%
Communications	4,782	5,400	5,400	5,400	0	0.0%
Transportation	31,047	40,700	39,785	39,785	(915)	-2.2%
Public Utility Service	98,357	97,800	107,800	107,800	10,000	10.2%
Repairs and Maintenance	406,945	438,378	483,078	469,078	30,700	7.0%
Rentals	54,233	52,234	59,234	59,234	7,000	13.4%
Miscellaneous	1,375	7,315	8,315	8,315	1,000	13.7%
Equipment	41,939	10,000	110,500	10,000	0	0.0%
Other - Lease Payments	64,274	17,460	35,840	17,440	(20)	-0.1%
Parks Maintenance	2,044,221	2,055,104	2,263,278	2,137,119	82,015	4.0%
Non-Profits - Recreation & Parks						
Miscellaneous (Operating Allocation)	87,580	94,580	94,580	85,842	(8,738)	-9.2%
Non-Profits - Recreation & Parks	87,580	94,580	94,580	85,842	(8,738)	-9.2%
Grants						
Personal Services	1,448	1,005	1,098	1,098	93	9.3%
Operating Supplies	1,941	0	0	0	0	0.0%
Professional Services	1,546	1,884	6,905	6,905	5,021	266.5%
Public Utility Service	171	252	231	231	(21)	-8.3%
Repairs & Maintenance	43,198	0	0	0	0	0.0%
Rentals	11,835	11,859	11,766	11,766	(93)	-0.8%
Miscellaneous	5,000	5,000	5,000	5,000	0	0.0%
Equipment	17,181	0	0	0	0	0.0%
Grants Division	82,320	20,000	25,000	25,000	5,000	25.0%
Museum Division						
Personal Services	342,978	453,453	478,329	457,051	3,598	0.8%
Operating Supplies	9,385	22,042	21,100	21,100	(942)	-4.3%
Professional Services	15,160	13,715	14,062	14,062	347	2.5%
Communications	7,100	7,900	7,800	7,800	(100)	-1.3%
Transportation	6,000	7,900	7,800	7,800	(100)	-1.3%
Public Utility Service	30,333	37,955	38,700	38,700	745	2.0%
Repairs & Maintenance	5,474	0	0	0	0	0.0%
Rentals	825	1,000	1,000	1,000	0	0.0%
Insurance	4,979	5,679	5,679	5,679	0	0.0%
Miscellaneous	500	800	850	850	50	6.3%
Equipment	16,846	1,000	1,000	1,000	0	0.0%
Other - Lease Payments	5,522	5,525	5,525	5,525	0	0.0%
Museum Division	445,102	556,969	581,845	580,567	3,598	0.6%
Total - Recreation & Parks	3,848,472	3,913,743	4,151,338	4,019,776	106,033	2.7%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED	AMOUNT PERCENT
Emergency Services						
Emergency Communications Center						
Personal Services	2,313,843	2,544,649	2,610,626	2,530,422	(14,227)	-0.6%
Operating Supplies	7,755	28,200	28,900	28,900	700	2.5%
Professional Services	67,157	28,543	30,043	30,043	1,500	5.3%
Communications	174,425	150,100	150,100	150,100	0	0.0%
Transportation	8	1,300	1,300	1,300	0	0.0%
Miscellaneous	1,805	4,600	8,400	8,400	3,800	82.6%
Equipment	56	0	0	0	0	0.0%
Other - Lease Payment	5,310	0	0	0	0	0.0%
Emergency Communications Center	2,570,359	2,757,392	2,829,369	2,749,165	(8,227)	-0.3%
Emergency Radio Communications						
Personal Services	138,591	0	224,603	229,774	229,774	100.0%
Operating Supplies	22,114	27,300	27,850	27,850	550	2.0%
Professional Services	309,947	710,651	828,968	804,708	94,057	13.2%
Communications	728	1,000	1,000	1,000	0	0.0%
Transportation	1,934	4,000	4,000	4,000	0	0.0%
Miscellaneous / Land Rentals	30,440	36,500	36,500	36,500	0	0.0%
Equipment	15,311	57,500	57,500	57,500	0	0.0%
Other - Lease Payments	1,341,274	235,235	177,365	177,365	(57,870)	-24.6%
Emergency Radio Communications	1,860,339	1,072,186	1,357,786	1,338,697	266,511	24.9%
Emergency Management						
Personal Services	246,480	254,499	256,999	256,542	2,043	0.8%
Operating Supplies	2,170	20,800	21,200	21,200	400	1.9%
Professional Services	14,062	24,850	26,050	26,050	1,200	4.8%
Communications	21,387	8,800	8,800	8,800	0	0.0%
Transportation	628	1,700	1,950	1,950	250	14.7%
Miscellaneous	15,980	12,000	12,000	12,000	0	0.0%
Equipment	0	0	15,000	15,000	15,000	100.0%
Other - Lease Payments	5,233	5,235	5,235	5,235	0	0.0%
Emergency Management	305,940	327,884	347,234	346,777	18,893	5.8%
Animal Control						
Personal Services	350,449	356,810	356,810	369,714	12,904	3.6%
Operating Supplies	2,702	8,200	10,400	10,400	2,200	26.8%
Professional Services	313,453	392,125	390,813	390,813	(1,312)	-0.3%
Communications	1,873	2,506	2,506	2,506	0	0.0%
Transportation	16,665	20,000	22,500	22,500	2,500	12.5%
Miscellaneous	597	5,000	1,500	1,500	(3,500)	-70.0%
Equipment	1,115	0	0	0	0	0.0%
Other - Lease Payments	34,767	22,280	21,370	21,370	(910)	-4.1%
Animal Control	721,621	806,921	805,899	818,803	11,882	1.5%
Grants						
Operating Supplies	27,870	20,000	27,400	27,400	7,400	37.0%
Professional Services	53,140	84,450	133,900	133,900	49,450	58.6%
Equipment	249,917	195,050	244,996	244,996	49,946	25.6%
Grants (Equip.,Recov-Princ FEMA & EmergEvts)	330,927	299,500	406,296	406,296	106,796	35.7%
Total - Emergency Services	5,789,186	5,263,883	5,746,584	5,659,738	395,855	7.5%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017 ACTUAL	FY2018 APPROVED	FY2019 REQUEST	FY2019 RECOMMENDED	INCREASE (DECREASE) OVER FY2018 APPROVED	
					AMOUNT	PERCENT
ELECTED OFFICIALS						
Circuit Court						
Administration						
Personal Services	791,313	812,280	812,280	837,144	24,864	3.1%
Operating Supplies	21,954	36,085	37,085	37,085	1,000	2.8%
Professional Services	38,740	46,326	49,096	49,096	2,770	6.0%
Communications	20,744	19,137	21,137	21,137	2,000	10.5%
Transportation	519	3,000	3,000	3,000	0	0.0%
Miscellaneous	24,534	49,050	54,050	54,050	5,000	10.2%
Equipment	6,917	8,000	64,043	5,000	(3,000)	-37.5%
Administration	904,721	973,878	1,040,691	1,006,512	32,634	3.4%
Law Library						
Operating Supplies	65,666	69,950	69,950	69,950	0	0.0%
Law Library	65,666	69,950	69,950	69,950	0	0.0%
Grants						
Personal Services	275,282	310,830	357,163	361,014	50,184	16.1%
Operating Supplies	2,317	4,410	2,541	2,394	(2,016)	-45.7%
Professional Services	263,142	323,397	381,798	379,754	56,357	17.4%
Communications	820	720	970	970	250	34.7%
Transportation	194	400	400	0	(400)	-100.0%
Miscellaneous	13,617	18,611	15,500	15,500	(3,111)	-16.7%
Equipment	47,613	14,350	0	0	(14,350)	-100.0%
Grants	602,985	672,718	758,372	759,632	86,914	12.9%
Total - Circuit Court	1,573,372	1,716,546	1,869,013	1,836,094	119,548	7.0%
Orphans' Court						
Personal Services	43,101	43,200	43,200	44,160	960	2.2%
Operating Supplies	765	1,000	1,000	1,000	0	0.0%
Professional Services	0	0	2,040	0	0	0.0%
Communications	1,965	1,992	1,992	1,992	0	0.0%
Miscellaneous	9,960	9,960	9,960	9,960	0	0.0%
Equipment	0	0	13,500	7,282	7,282	100.0%
Total - Orphans' Court	55,791	56,152	71,692	64,394	8,242	14.7%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED AMOUNT	PERCENT
Office of the Sheriff						
Law Enforcement						
Personal Services	20,108,995	22,654,786	23,377,061	23,395,407	740,621	3.3%
Personal Services - Vacancy Reserve	0	(1,800,000)	0	(700,000)	1,100,000	-61.1%
Operating Supplies	340,848	468,785	562,679	537,659	68,874	14.7%
Professional Services	192,419	241,677	244,827	241,677	0	0.0%
Communications	93,819	101,100	104,300	101,100	0	0.0%
Transportation	347,431	673,613	673,613	673,613	0	0.0%
Public Utility	2,161	8,000	6,000	6,000	(2,000)	-25.0%
Rentals	94,486	94,870	94,870	94,870	0	0.0%
Miscellaneous	100,670	168,750	198,750	168,750	0	0.0%
Equipment	245,610	138,574	65,600	49,800	(88,774)	-64.1%
Other - Lease Payments	969,162	1,148,208	1,530,733	1,137,233	(10,975)	-1.0%
Law Enforcement	22,495,601	23,898,363	26,858,433	25,706,109	1,807,746	7.6%
Corrections						
Personal Services	9,244,674	10,048,548	10,523,000	9,995,051	(53,497)	-0.5%
Operating Supplies	574,038	1,011,178	1,060,174	1,051,178	40,000	4.0%
Professional Services	904,737	1,233,617	1,487,717	1,447,117	213,500	17.3%
Communications	9,166	11,500	11,900	11,500	0	0.0%
Rentals	145,331	170,500	170,500	170,500	0	0.0%
Miscellaneous	3,079	11,241	16,341	11,241	0	0.0%
Equipment	152,845	0	9,400	9,400	9,400	100.0%
Other - Lease Payments	28,432	11,835	47,318	22,810	10,975	92.7%
Corrections	11,062,302	12,498,419	13,326,350	12,718,797	220,378	1.8%
Training						
Operating Supplies	115,495	128,910	138,570	138,570	9,660	7.5%
Professional Services	9,660	9,660	0	0	(9,660)	-100.0%
Miscellaneous	207,668	274,819	286,669	274,819	0	0.0%
Training	332,823	413,389	425,239	413,389	0	0.0%
Canine						
Operating Supplies	8,771	8,000	8,000	8,000	0	0.0%
Professional Services	13,347	17,400	17,400	17,400	0	0.0%
Miscellaneous	0	500	500	500	0	0.0%
Equipment	0	12,900	12,900	12,900	0	0.0%
Canine	22,118	38,800	38,800	38,800	0	0.0%
Court Security						
Personal Services	795,915	858,387	858,387	869,629	11,242	1.3%
Operating Supplies	1,155	1,300	1,300	1,300	0	0.0%
Court Security	797,070	859,687	859,687	870,929	11,242	1.3%
Grants						
Personal Services	522,230	505,430	597,718	537,792	32,362	6.4%
Operating Supplies	3,979	28,569	27,355	27,355	(1,214)	-4.2%
Professional Services	84	211,026	183,534	251,168	40,142	19.0%
Communications	2,451	3,005	3,485	3,485	480	16.0%
Transportation	10,427	21,334	20,000	20,000	(1,334)	-6.3%
Miscellaneous	11,705	27,041	22,201	22,201	(4,840)	-17.9%
Equipment	10,107	70,310	71,291	71,291	981	1.4%
Grants	560,983	866,715	925,584	933,292	66,577	7.7%
Total - Office of the Sheriff	35,270,897	38,575,373	42,434,093	40,681,316	2,105,943	5.5%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
Office of the State's Attorney						
Judicial						
Personal Services	2,622,485	2,752,024	2,758,296	2,780,469	28,445	1.0%
Operating Supplies	37,089	54,576	56,376	56,376	1,800	3.3%
Professional Services	25,174	50,286	49,786	49,786	(500)	-1.0%
Communications	10,990	14,755	13,455	13,455	(1,300)	-8.8%
Transportation	3,134	7,400	7,400	7,400	0	0.0%
Rentals	235	300	300	300	0	0.0%
Miscellaneous	12,059	16,500	16,500	16,500	0	0.0%
Equipment	9,058	0	0	0	0	0.0%
Judicial	2,720,224	2,895,841	2,902,113	2,924,286	28,445	1.0%
Grants						
Personal Services	584,243	605,831	659,433	622,207	16,376	2.7%
Operating Supplies	4,422	4,440	6,691	6,691	2,251	50.7%
Professional Services	3,417	29,156	12,763	58,707	29,551	101.4%
Communications	3,478	4,540	4,540	4,540	0	0.0%
Transportation	112	1,388	1,388	1,388	0	0.0%
Miscellaneous	5,387	14,219	11,663	11,663	(2,556)	-18.0%
Equipment	0	0	539	539	539	100.0%
Grants	601,059	659,574	697,017	705,735	46,161	7.0%
Total - Office of the State's Attorney	3,321,283	3,555,415	3,599,130	3,630,021	74,606	2.1%
Office of the County Treasurer						
Personal Services	404,897	410,285	410,285	424,639	14,354	3.5%
Operating Supplies	10,549	15,000	15,000	15,000	0	0.0%
Professional Services	12,875	6,500	11,500	11,500	5,000	76.9%
Communications	23,965	26,980	26,980	26,980	0	0.0%
Transportation	703	600	600	600	0	0.0%
Equipment	265	200	200	200	0	0.0%
Total - Office of the County Treasurer	453,254	459,565	464,565	478,919	19,354	4.2%
STATE AGENCIES / INDEPENDENT BOARDS						
Department of Health						
Operating Allocation	2,066,403	2,177,579	2,269,689	2,207,979	30,400	1.4%
Personal Services	16,153	16,196	16,196	16,196	0	0.0%
Mosquito Control/Gypsy Moth	56,100	59,500	59,500	59,500	0	0.0%
Total - Department of Health	2,138,656	2,253,275	2,345,385	2,283,675	30,400	1.3%
Department of Social Services						
Operating Allocation	259,346	266,226	309,979	273,978	7,752	2.9%
Personal Services	68,255	79,343	79,343	83,609	4,266	5.4%
Professional Services	3,680	6,500	6,500	6,500	0	0.0%
Grant	80,646	81,905	81,905	85,091	3,186	3.9%
Total - Department of Social Services	411,927	433,974	477,727	449,178	15,204	3.5%
Alcohol Beverage Board						
Personal Services	105,068	121,475	121,475	126,289	4,814	4.0%
Operating Supplies	3,691	9,305	9,305	9,305	0	0.0%
Professional Services	13,439	18,500	18,500	18,500	0	0.0%
Communications	1,447	1,800	1,800	1,800	0	0.0%
Transportation	1,812	5,000	5,000	5,000	0	0.0%
Miscellaneous	69,704	142,077	142,077	168,702	26,625	18.7%
Equipment	1,378	0	0	0	0	0.0%
Total - Alcohol Beverage Board	196,539	298,157	298,157	329,596	31,439	10.5%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED	AMOUNT PERCENT
<u>Board of Elections</u>						
Personal Services	60,344	45,010	45,010	45,010	0	0.0%
Operating Supplies	46,289	53,877	53,877	53,877	0	0.0%
Professional Services	769,578	955,099	955,099	955,099	0	0.0%
Communications	30,009	25,250	33,200	33,200	7,950	31.5%
Transportation	10,069	7,950	7,950	7,950	0	0.0%
Rentals	4,938	3,175	6,175	6,175	3,000	94.5%
Miscellaneous	10,714	11,230	11,230	11,230	0	0.0%
Total - Board of Elections	931,941	1,101,591	1,112,541	1,112,541	10,950	1.0%
<u>University of Maryland Extension - St. Mary's Co.</u>						
Operating Supplies	3,997	6,500	5,200	5,200	(1,300)	-20.0%
Professional Services	206,690	216,855	220,968	216,855	0	0.0%
Communications	4,021	4,600	4,000	4,000	(600)	-13.0%
Transportation	16,000	18,000	18,000	18,000	0	0.0%
Public Utilities	3,644	4,200	4,400	4,400	200	4.8%
Rentals	950	1,500	1,200	1,200	(300)	-20.0%
Miscellaneous	3,440	3,000	3,132	3,132	132	4.4%
Equipment	2,786	2,745	500	500	(2,245)	-81.8%
Total - University of MD Extension-St. Mary's	241,528	257,400	257,400	253,287	(4,113)	-1.6%
<u>Ethics Commission</u>						
Operating Supplies	0	183	183	183	0	0.0%
Professional Services	650	650	650	650	0	0.0%
Total - Ethics Commission	650	833	833	833	0	0.0%
<u>St. Mary's County Forest Conservation Board</u>						
Operating Allocation	2,500	2,500	2,500	2,500	0	0.0%
Total - SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
<u>Soil Conservation District</u>						
Personal Services	22,005	21,031	22,005	23,546	2,515	12.0%
Operating Allocation	52,915	52,915	55,058	52,915	0	0.0%
Total - Soil Conservation District	74,920	73,946	77,063	76,461	2,515	3.4%
<u>So. MD Resource Conservation & Development</u>						
Operating Allocation	12,470	13,300	13,300	13,300	0	0.0%
Total - Southern Maryland RC&D	12,470	13,300	13,300	13,300	0	0.0%
<u>So. MD Tri-County Community Action Committee, Inc.</u>						
Operating Allocation	16,000	16,000	16,000	16,000	0	0.0%
Total - So. MD Tri-County Community Action	16,000	16,000	16,000	16,000	0	0.0%
<u>Tri-County Council for Southern Maryland</u>						
Operating Allocation	94,200	94,200	94,200	94,200	0	0.0%
Total - Tri-County Council for Southern Maryland	94,200	94,200	94,200	94,200	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	AMOUNT	PERCENT
<u>Tri-County Youth Services Bureau, Inc.</u>						
Operating Allocation	110,000	143,600	143,600	143,600	0	0.0%
Total - Tri-County Youth Services Bureau, Inc.	110,000	143,600	143,600	143,600	0	0.0%
<u>SDAT - Leonardtown Office</u>						
Operating Allocation	0	450,872	848,298	471,298	20,426	4.5%
Total - SDAT Leonardtown Office	0	450,872	848,298	471,298	20,426	4.5%
<u>Southern Maryland Higher Education Center</u>						
Operating Allocation	0	40,000	40,000	40,000	0	0.0%
Total - Southern Maryland Higher Education Center	0	40,000	40,000	40,000	0	0.0%
<u>Board of Education</u>						
Administration	3,251,617	3,347,430	3,380,544	3,380,544	33,114	1.0%
Mid-Level Administration	15,321,883	15,961,565	17,548,823	17,548,823	1,587,258	9.9%
Instructional Salaries	75,873,888	78,494,384	80,460,995	80,460,995	1,966,611	2.5%
Instructional Textbooks & Supplies	7,860,881	2,783,434	3,138,876	3,138,876	355,442	12.8%
Other Instructional Costs	1,003,891	1,228,982	1,334,555	1,334,555	105,573	8.6%
Special Education	18,581,452	18,903,974	19,426,767	19,426,767	522,793	2.8%
Student Personnel Services	1,569,374	1,211,779	1,183,947	1,183,947	(27,832)	-2.3%
Student Health Services	2,224,841	2,347,005	2,454,363	2,454,363	107,358	4.6%
Student Transportation	15,010,998	16,195,293	16,710,739	16,710,739	515,446	3.2%
Operation of Plant	14,776,842	15,498,982	15,816,060	15,816,060	317,078	2.0%
Maintenance of Plant	4,284,136	3,935,248	4,063,336	4,063,336	128,088	3.3%
Fixed Charges	46,297,074	49,648,905	49,819,196	49,819,196	170,291	0.3%
Capital Outlay	733,664	769,769	793,438	793,438	23,669	3.1%
Balance	0	0	0	(3,102,218)	(3,102,218)	-100.0%
Sub-Total - General Operations	206,790,541	210,326,750	216,131,639	213,029,421	2,702,671	1.3%
Funding other than County Appropriation						
Fund Balance - Used (generated)	(568,589)	57,566		0	(57,566)	-100.0%
State, Federal, Other Revenue Sources	104,668,737	108,079,244	109,976,896	109,976,896	1,897,652	1.8%
County Funding - Board of Education:						
BOE - Recurring	99,717,401	102,189,940	104,233,739	103,052,525	862,585	0.8%
BOE - Non-Recurring	2,972,992	0	1,921,004	0	0	0.0%
County Appropriation - BOE	102,690,393	102,189,940	106,154,743	103,052,525	862,585	0.8%
<u>College of Southern Maryland</u>						
Compensation (incl. OPEB Trust Contribution)	5,580,070	7,643,719	7,551,301	7,551,301	(92,418)	-1.2%
Contracted Services	1,073,393	1,326,662	1,823,062	1,823,062	496,400	37.4%
Supplies & Materials	609,270	326,570	334,435	334,435	7,865	2.4%
Communications	83,466	81,999	84,999	84,999	3,000	3.7%
Conferences & Meetings	59,542	71,596	68,099	68,099	(3,497)	-4.9%
Scholarships & Fellowships	29,884	30,000	30,480	30,480	480	1.6%
Utilities	434,024	500,000	500,000	500,000	0	0.0%
Fixed Charges	105,535	154,271	154,271	154,271	0	0.0%
Furniture & Equipment	121,685	158,006	83,721	83,721	(74,285)	-47.0%
Mandatory Transfers	4,172,770	4,168,710	4,216,885	4,216,885	48,175	1.2%
Sub-Total - General Operations	12,249,639	14,461,533	14,847,253	14,847,253	385,720	2.7%
Funding other than County Appropriation						
State, Federal, Other Revenue Sources	8,042,274	10,254,168	10,520,292	10,520,292	266,124	2.6%
County Appropriation	4,207,365	4,207,365	4,326,961	4,326,961	119,596	2.8%
County Appropriation - CSM	4,207,365	4,207,365	4,326,961	4,326,961	119,596	2.8%

**BUDGET
EXPENDITURES - DETAIL**

DEPARTMENT / SPENDING UNIT	FY2017	FY2018	FY2019	FY2019	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	RECOMMENDED	OVER FY2018 APPROVED	AMOUNT PERCENT
Board of Library Trustees						
Lexington Park Library	911,336	926,924	999,733	930,974	4,050	0.4%
Leonardtown Library	751,149	780,666	947,949	784,716	4,050	0.5%
Charlotte Hall Library	524,319	601,385	629,676	607,722	6,337	1.1%
Administration	1,344,404	1,477,878	1,518,069	1,510,715	32,837	2.2%
Sub-Total - General Operations	3,531,208	3,786,853	4,095,427	3,834,127	47,274	1.2%
Funding other than County Appropriation						
Fund Balance - Used (Generated)	(8,261)	67,060	74,926	67,060	0	0.0%
State, Federal, Other Revenue Sources	854,895	919,221	937,000	919,221	0	0.0%
County Appropriation	2,684,574	2,800,572	3,083,501	2,847,846	47,274	1.7%
County Appropriation - Library	2,684,574	2,800,572	3,083,501	2,847,846	47,274	1.7%
OTHER BUDGET COSTS						
Appropriation Reserve	0	1,000,000	1,000,000	1,000,000	0	0.0%
Leonardtown Tax Rebate	43,943	44,916	43,493	43,493	(1,423)	-3.2%
Employer Contributions - Retiree Health Benefits	3,026,204	3,000,000	3,200,000	3,200,000	200,000	6.7%
Employer Contributions - Unemployment	30,768	30,000	35,000	35,000	5,000	16.7%
Bank / GOB Costs	28,023	30,000	35,000	35,000	5,000	16.7%
Debt Service	10,002,778	11,255,230	11,667,433	11,667,432	412,202	3.7%
Total - Other Budget Costs	13,131,716	15,360,146	15,980,926	15,980,925	620,779	4.0%
TRANSFERS & RESERVES						
Capital Projects - Pay-Go	(2,972,992)	365,518	0	1,085,000	719,482	196.8%
Reserve - Public Hearing	0	0	0	153,524	153,524	100.0%
Reserve - Bond Rating	0	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	1,082,900	500,000	500,000	(582,900)	-53.8%
Total - Transfers & Reserves	(2,972,992)	1,848,418	900,000	2,138,524	290,106	15.7%
TOTAL GENERAL FUND	\$211,285,434	\$221,324,105	\$232,303,405	\$226,897,831	5,573,726	2.5%

GENERAL FUND FY2019 & FOUR-YEAR PROJECTIONS (FY2020 - FY2023)

(\$ IN THOUSANDS)	FY2019 RECOMMENDED BUDGET	FY2020 ESTIMATE	FY2021 ESTIMATE	FY2022 ESTIMATE	FY2023 ESTIMATE
Revenues					
Property Taxes	110,364	112,019	113,700	115,405	117,136
Income Taxes	92,904	95,970	98,850	101,815	104,870
Local Taxes	9,460	9,602	9,746	9,892	10,040
Highway User	796	808	820	832	845
Licenses and Permits	736	594	594	594	594
Charges for Services	3,176	3,303	3,435	3,572	3,715
Fines and Forfeitures	28	28	28	28	28
State/Federal Grants	7,564	7,640	7,716	7,793	7,871
Other Revenues	786	455	455	455	455
CIP Pay-go	1,085	2,000	2,000	0	0
REVENUES	226,898	232,419	237,344	240,388	245,554
Expenditures:					
Aging & Human Services	5,024	5,075	5,125	5,177	5,228
Information Technology	3,747	3,785	3,823	3,861	3,900
Public Works & Transportation	18,049	18,230	18,412	18,596	18,782
Recreation & Parks	4,020	4,060	4,101	4,142	4,183
Emergency Services	5,660	5,773	5,888	6,006	6,126
Other County Departments	10,074	10,174	10,276	10,379	10,483
Total, Departments	46,574	47,096	47,625	48,160	48,702
Office of the Sheriff	40,681	41,088	41,499	41,914	42,333
Office of the State's Attorney	3,630	3,666	3,703	3,740	3,777
Other Elected Officials	2,379	2,403	2,427	2,451	2,476
Total, Elected Officials	46,690	47,157	47,629	48,105	48,586
Department of Health	2,284	2,307	2,330	2,353	2,376
County Funds - Board of Ed	103,053	103,587	103,954	104,687	105,233
County Funds - College of Southern Maryland	4,327	4,370	4,414	4,458	4,503
County Funds - Board of Library Trustees	2,848	2,876	2,905	2,934	2,963
Other Boards and State Agencies	3,003	2,996	3,023	3,051	3,079
Total, Boards and State Agencies	115,514	116,136	116,626	117,482	118,154
Employer Contributions - Retiree Health	3,200	3,200	3,300	3,400	3,500
Debt Service	11,667	13,786	12,973	13,828	14,273
Other Budget Costs	1,113	1,104	1,104	1,105	1,105
Total, Other Budget Costs	15,981	18,090	17,378	18,333	18,878
Transfers & Reserves	2,139	2,900	2,900	900	900
Total, Transfers & Reserves	2,139	2,900	2,900	900	900
EXPENDITURES	226,897	231,380	232,157	232,980	235,221
DIFFERENCE REVENUE OVER (EXPENDITURES)	0	1,039	5,187	7,408	10,334
<i>CIP Operating Impacts - In year started</i>		1,793	4,224	2,973	16
<i>CIP Operating Impacts - recurring</i>		1,793	6,018	8,991	9,007

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COUNTY DEPARTMENTS

- Program Descriptions
- Highlights

COUNTY COMMISSIONERS / ADMINISTRATOR

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 County Administrator coordinates proposed legislation annually for submission to the legislators. 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 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

OPERATING BUDGET

County Commissioners / County Administrator	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Legislative/County Commissioners	\$437,409	\$458,748	\$458,748	\$476,484
County Administrator	379,391	403,051	489,313	404,931
Public Information	<u>\$233,561</u>	<u>\$246,787</u>	<u>\$247,787</u>	<u>\$247,907</u>
Total Department	\$1,050,361	\$1,108,586	\$1,195,848	\$1,129,322

HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,129,322, an increase of \$20,736 or 1.9%. It includes the county employee compensation changes mentioned in the budget highlights.

DEPARTMENT OF AGING & HUMAN SERVICES

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 services. 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, other 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.

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, the Commission for Women, and the Commission for People with Disabilities, the Local Management 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-Profits—Aging & Human Services. The Non-Profit Categories for Aging & Human Services include: Behavioral Health, Community Services, Disability Services, and Homelessness Prevention.

DEPARTMENT OF AGING & HUMAN SERVICES

OPERATING BUDGET

Department of Aging & Human Services	FY2017	FY2018	FY2019	FY2019
	Actual	Approved	Request	Recommended
Aging Administration	1,638,827	1,712,569	1,901,070	1,917,274
Grants – Aging	982,952	988,690	1,055,686	1,062,105
Human Services – Admin. Grants	368,841	70,000	70,000	71,102
Community Services (CS)	395,284	448,274	525,034	525,772
Human Relations Commission	0	1,850	1,850	1,850
Commission for People w/Disabilities	2,300	2,300	0	0
Commission for Women	8,471	7,000	7,000	7,000
Non-Profits–Aging & Human Services	906,415	826,612	826,612	831,512
Grants – Human Services (Non-Admin.)	<u>4,541,302</u>	<u>607,658</u>	<u>607,658</u>	<u>607,658</u>
Total Department – General Fund	8,844,392	4,664,953	4,994,910	5,024,273
Miscellaneous Revolving Fund-Aging	108,597	120,000	120,000	120,000
Miscellaneous Revolving Fund – CS	757	1,000	1,000	1,000

HIGHLIGHTS

The general fund budget for the Department of Aging & Human Services is \$5,024,273, an increase of \$359,320 or 7.7%. This budget includes:

- The addition of a new Senior Office Specialist, full-time position, approved for the Garvey Senior Center, to be effective January 2019 and in place prior to the new facility being completed;
- The conversion of an hourly Case Worker position in the RSVP Grant to be full-time grant;
- The conversion of the Teen Court Coordinator position from .80 regular part-time to be full-time; and
- The addition of an hourly Food Service Technician position as part of the Food Services Program added for Cedar Lane.

This budget also continues funding of \$144,050 for the Three Oaks WARM program agreement and incorporates 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:

Agency	Category	Amount
Center for Children, Inc.	Behavioral Health	\$15,000
St. Mary's Caring Soup	Behavioral Health	3,000
Walden Sierra, Inc.	Behavioral Health	224,632
Center for Children, Inc.	Community Services	1,000
Community Mediation of SMC	Community Services	2,500
Promise Resource Center	Community Services	15,980
So MD Center for Family Advocacy	Community Services	100,000
Special Olympics MD SMC	Community Services	12,592
ARC of So MD	Disability Services	130,000
Bay Community Support Services, Inc.	Disability Services	3,900
Center for Life Enrichment	Disability Services	150,908
Greenwell Foundation	Disability Services	34,500
So MD Center for Independent Living	Disability Services	7,500
Three Oaks Center	Homelessness Prevention	<u>\$130,000</u>
		\$831,512

COUNTY ATTORNEY

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

	FY2017	FY2018	FY2019	FY2019
County Attorney	Actual	Approved	Request	Recommended
Total Department	655,639	692,294	756,580	754,613

HIGHLIGHTS

The budget for the County Attorney is \$746,613, an increase of \$62,319 or 9%. This increase is attributed to the county employee compensation changes mentioned in the budget highlights. Also included in this budget is funding for an hourly Senior Office Specialist position.

DEPARTMENT OF ECONOMIC DEVELOPMENT

DESCRIPTION

The Department of Economic Development (DED) works to increase opportunities for business and job growth in St. Mary's County. Economic Development is composed of three divisions including Tourism and Hospitality, Agriculture & Seafood and Business Development. The Department focuses considerable resources on support for technology business growth with particular emphasis on opportunities to commercialize defense technologies as a means to broaden the County's future economy. This Departmental Budget also focuses on work conducted by non-profits that provides a direct benefit to the County's economy including primary and post-secondary education.

DED offers a broad range of services to existing and prospective business and property owners. The Department assists new and expanding businesses including agriculture and seafood businesses, tackles challenges to business growth, promotes tourism and travel opportunities to prospective visitors and supports destination-oriented events. The Agriculture and Seafood Division provides direct support to local farmers, farm markets, and a cheese dairy and produce auction to promote local agriculture in addition to managing a multi-million dollar agriculture land preservation program. DED markets commercial office, warehouse and industrial land and buildings; produces a Technology Handbook including a profile of the 175 technology companies located in St. Mary's. Business Development provides direct support to new or expanding businesses and works to attract new businesses.

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. To achieve this goal, the Commissioners have targeted the following industries for growth: unmanned and autonomous systems, aircraft modification, advanced manufacturing, and agriculture and aquaculture. Furthermore, the strategy calls for DED to employ people- and place-based strategies much differently than has been done in the past; include industry cluster and innovation driven strategies in its approach to economic development and incorporate the role of tourism and hospitality in the diversification of the economy. While striving to diversify the economy, the County will continue to protect and grow the Navy's mission at the Naval Air Station Patuxent River.

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 citizen-led groups including the Agricultural Land Preservation Board, local and regional Tourism Boards, The Patuxent Partnership, St. Mary's County Chamber of Commerce, Southern Maryland Navy Alliance, and the Farmers' Market Association.

DEPARTMENT OF ECONOMIC DEVELOPMENT

OPERATING BUDGET

Department of Economic Development	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Administration/Office of the Director	410,105	414,096	414,096	413,165
Tourism Development	418,680	430,937	430,937	430,937
Agriculture & Seafood Development	236,875	334,440	334,440	343,916
Business Development	404,700	316,528	316,528	321,485
Non-Profits – Economic Development	106,755	89,255	89,255	96,755
Grants	<u>281,216</u>	<u>375,473</u>	<u>0</u>	<u>0</u>
Total Department	1,858,331	1,960,729	1,585,256	1,606,258

HIGHLIGHTS

The budget for the Department of Economic Development is \$1,606,258, a decrease of \$354,471 or -18.1%. This budget incorporates compensation changes, and includes the transition to contracted Tourism activities for the County and the elimination of two (2) Tourism related positions, as approved by the CSMC. It reflects the removal of \$375,473 in grant funding.

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:

Agency	Category	Amount
Watermen's Association of SMC	Conservation of Natural Resources	\$12,500
Patuxent Habitat for Humanity	Economic Development	7,500
SMC Literacy Council	Economic Development	10,000
So MD Navy Alliance	Economic Development	33,580
CSM Foundation	Post-Secondary Education	25,000
Promise Resource Center	Post-Secondary/Primary Education	<u>\$8,175</u>
	Total	\$96,755

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 department management and serves as fiscal policy advisor to the Commissioners of St. Mary's County and the County Administrator. This responsibility includes budget formulation and management, debt management, including bond sales, and other special fiscal services, such as grants or capital projects monitoring, and the administration of the County's OPEB trust. This division reviews all County Commissioner agenda items involving financial terms.

The Accounting Division's responsibilities include maintenance of general accounting and payroll/leave systems, revenue and disbursement systems, cash flow, investment of County funds, annual financial audit activities and other external financial reporting. In addition, this division processes the energy tax refund program as well as mosquito control program invoicing and collection.

The Procurement Division is responsible for all procurement-related activities, including working with departments to develop appropriate specifications and preparation and release of solicitations, and the evaluation and negotiation of bids and contracts. In addition to formal procurement activity, there are numerous small purchases during the year.

The Department is the custodian of all fiscal records and manages the security of the related financial systems used. Related to these efforts, department staff routinely provides training to all users on the various financial system modules.

OPERATING BUDGET

	FY2017	FY2018	FY2019	FY2019
Department of Finance	Actual	Approved	Request	Recommended
Administration/Budget	\$687,376	\$714,451	\$694,451	\$708,001
Accounting	555,600	614,158	614,158	640,597
Auditing	48,299	50,980	50,980	50,980
Procurement	<u>\$288,970</u>	<u>\$319,743</u>	<u>\$319,743</u>	<u>\$322,330</u>
Total Department	\$1,580,245	\$1,699,332	\$1,679,332	\$1,721,908

HIGHLIGHTS

The budget for the Department of Finance is \$1,721,908, an increase of \$22,576 or 1.3%. This budget includes employee compensation changes discussed in the highlights.

DEPARTMENT OF INFORMATION TECHNOLOGY

DESCRIPTION

The 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, access control and security.

OPERATING BUDGET

Department of Information Technology	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Technology	<u>2,838,081</u>	<u>3,451,839</u>	<u>3,675,393</u>	<u>3,747,406</u>
Total Department	2,838,081	3,451,839	3,675,393	3,747,406

HIGHLIGHTS

The budget for the Department of Human Resources is \$3,747,406, an increase of \$295,567 or 8.6%. This increase is primarily due to: the upgrading of software programs; cable expansions/audits; and network security. The budget incorporates the county employee compensation changes mentioned in the budget highlights.

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DEPARTMENT OF HUMAN RESOURCES

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 position classification, job advertising, applicant interviewing, testing, personnel actions, maintenance of personnel records, update and maintenance 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 increases awareness of Volunteer opportunities to increase department recruits.

OPERATING BUDGET

	FY2017	FY2018	FY2019	FY2019
Department of Human Resources	Actual	Approved	Request	Recommended
Human Resources	867,559	988,637	949,927	985,680
Risk Management	636,887	809,310	810,152	812,944
Commission for People w/Disabilities	0	0	2,300	2,300
Grants	8,610	0	0	0
Total Department – General Fund	1,513,056	1,797,947	1,762,379	1,800,924
Emergency Services Support Fund -				
Recruitment	31,286	94,826	168,684	162,817

HIGHLIGHTS

The general fund budget for the Department of Human Resources is \$1,800,924, an increase of \$2,977 or 0.2%. The budget incorporates the county employee compensation changes mentioned in the budget highlights.

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

DESCRIPTION

The Department of Land Use and Growth Management is responsible for land use planning, zoning, site development review, permits, inspections, and final approval / issuing certificates of use and occupancy. Department staff is committed to customer service while fulfilling their responsibilities to promote quality development and protect the environmental and historic resources of St. Mary's County. Regulations are amended to better serve County residents promptly, efficiently, fairly, and courteously while safeguarding health, safety, and welfare. The department continues to work with the Maryland Department of Transportation and Calvert County on the Calvert - St. Mary's Metropolitan Planning Organization (C-SMMPO). The Inspections and Compliance Division is responsible for the new state-mandated task of annual and three-year inspections of stormwater management devices on single-family properties. The Critical Area Regulations have been revised as required by the State of Maryland. Staff support is provided to the Commissioners of St. Mary's County, Planning Commission, Board of Appeals, Historic Preservation Commission, Commission on the Environment, and Technical Evaluation Committee among others.

OPERATING BUDGET

Department of Land Use & Growth Management	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Administration	660,364	799,650	799,650	800,926
Comprehensive Planning	486,263	365,821	364,481	382,401
Development Services	346,702	396,133	381,133	387,906
Zoning Administration	320,199	333,214	333,214	345,701
Planning Commission	22,342	26,764	26,764	26,765
Boards and Commissions	17,611	20,036	20,036	20,037
Historical Preservation	2,279	3,580	3,580	3,580
Permit Services	337,840	363,782	363,782	372,210
Inspections & Compliance	532,773	719,154	733,204	697,108
Board of Electrical Examiners	13,773	14,300	14,300	14,300
Building Code Appeals Board	0	2,900	2,900	2,900
Commission on the Environment	1,025	2,825	2,825	2,825
Plumbing Fuel & Gas Board	1,479	1,850	1,850	1,850
Grants	<u>33,967</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Department - General Fund	2,776,617	3,052,009	3,049,719	3,060,509
Miscellaneous Revolving Fund	0	4,000	4,000	4,000

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

HIGHLIGHTS

The general fund budget for the Land Use and Growth Management Department is \$3,060,509, an increase of \$8,500 or 0.3%. The budget incorporates the county employee compensation changes mentioned in the budget highlights. Included in this Recommended Budget is an increase to various Land Use & Growth Management fees, increasing estimated revenue by approximately \$140,000.

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

DESCRIPTION

The Department of Public Works & Transportation is responsible for County Highways, Vehicle 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.

General responsibilities for this department are: Perform highway maintenance activities on all County roads, including: 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, roadway and bridge design, shore erosion and dredging projects, marine / shoreline protection, GIS/ GPS mapping, land acquisition, facility/building capital construction, special taxing districts, and 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 comprises of the transit operations of the STS transit system, vehicle motor pools, non-public school transportation contracts and operations which both include bus driver training. The fleet management part consists of vehicle maintenance-acquisition and displacement of all tagged vehicles and heavy construction equipment, titling and tags. In addition, maintain entire county vehicle fuel operations with two locations, monitoring fuel deliveries, and submitting required state reports and taxes. This division also operates a central mailroom program for all of county government.

Other responsibilities include: Airport management and master planning, 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. 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; providing energy management, janitorial services, preventive maintenance, carpentry, electrical, plumbing, and painting repairs, and utility costs for all buildings maintained by or reimbursed to the County.

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

DESCRIPTION (continued)

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. Issues and enforces public works agreements and grading permits for new development projects.

OPERATING BUDGET

Department of Public Works & Transportation	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Administration	390,543	431,000	433,875	431,275
Engineering Services	780,323	930,631	1,083,345	1,102,960
Development Review	173,203	196,515	196,515	175,037
Construction & Inspections	635,744	674,731	676,131	697,967
County Highways	4,342,576	4,284,261	4,601,219	4,453,927
Mailroom	86,904	124,110	117,910	110,719
Vehicle Maintenance Shop	1,452,746	1,661,083	1,655,119	1,658,528
Non-Public School Bus Transportation	1,996,263	2,172,494	2,344,959	2,176,699
St. Mary's County Airport	10,640	25,475	124,044	126,544
St. Mary's Transit System (Grants)	2,427,852	3,283,672	3,631,887	3,129,742
Building Services	3,564,199	3,985,678	4,079,434	3,835,712
Building Services (Grants)	<u>23,077</u>	<u>0</u>	<u>150,000</u>	<u>150,000</u>
Total Department – General Fund	15,884,070	17,769,650	19,094,438	18,049,110
Solid Waste & Recycling Fund	4,070,411	4,374,568	4,573,751	4,595,017
Miscellaneous Revolving Fund	7,753	17,700	10,000	10,000

HIGHLIGHTS

The general fund budget for the Department of Public Works & Transportation is \$18,049,110, an increase of \$279,460 or 1.6%. The budgeted amount incorporates the county employee compensation changes mentioned in the budget highlights and includes the following seven (7) new full-time positions: (1) Manager - St. Mary's County Airport; (1) Lead Maintenance Mechanic and (2) Janitor II positions - Building Services; (2) Equipment Operator II positions - Highways; and (1) grant funded STS Transportation Specialist, approved as needed due to the increased County facilities and monitoring of the County's Capital Improvements. This budget maintains contracted services for non-public school bus transportation. The County's share of the St. Mary's Transit System decreased to a total county share of \$864,938. An increase of the Environmental Service Fee to \$91 is included to cover the increased expenses in the Solid Waste & Recycling Enterprise.

DEPARTMENT OF RECREATION & PARKS

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, 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 Maintenance Division provides the grounds, turf and facility maintenance at parks, numerous school ball fields, public landings, libraries and county buildings. 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 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.

OPERATING BUDGET

Division	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Administration	1,189,249	1,187,090	1,186,635	1,211,248
Parks Maintenance	2,044,221	2,055,104	2,263,278	2,137,119
Non-Profits – Recreation & Parks	87,580	94,580	94,580	85,842
Grants	82,320	20,000	25,000	25,000
Museum	445,102	556,969	581,845	560,567
Total Department – General Fund	3,848,472	3,913,743	4,151,338	4,019,776
Recreation Activity – Enterprise Fund	2,400,161	3,811,816	3,982,994	3,982,994
Wicomico Shores Golf	1,240,590	1,407,361	1,415,130	1,411,719

DEPARTMENT OF RECREATION & PARKS

HIGHLIGHTS

The general fund budget for the Department of Recreation & Parks is \$4,019,776, an increase of \$106,033 or 2.7%. This budget includes the county employee compensation changes mentioned in the budget highlights and an additional hourly employee Museum Technician/Boat Captain position. 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
Rotary Club of Lexington Park	Community Event	\$200
SMC Arts Council	Community Event	5,000
7 th District Optimist Club	Community Event	12,000
Summerseat Farm, Inc.	Community Event	562
Unified Comm. For Afro-American	Community Event	4,000
SMC River Concert Series	CommEvent/Cultural Activities	500
Historic Sotterley, Inc.	Historical & Heritage	\$63,580
		<hr/>
		\$85,842

DEPARTMENT OF EMERGENCY SERVICES

DESCRIPTION

St. Mary's County Department of Emergency Services is comprised of four divisions: Emergency Communications, Radio Communications, Animal Control, and Emergency Management. The department provides 911 Call Taking/ Computer Aided Dispatch, Radio Repair, Animal Control, the Hazardous Materials Team, and 911 support of Fire/Rescue/Sheriff's Office response. Coordination of all emergency services and disaster response activities in St. Mary's and surrounding counties requires that all emergency responders and response activities be in compliance with all Federal, State, and local regulations and policies.

OPERATING BUDGET

Department of Emergency Services	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Emergency Communications Center	2,570,359	2,757,392	2,829,369	2,749,165
Emergency Radio Communications	1,860,339	1,072,186	1,357,786	1,338,697
Emergency Management	305,940	327,884	347,234	346,777
Animal Control	721,621	806,921	805,899	818,803
Grants	<u>330,927</u>	<u>299,500</u>	<u>406,296</u>	<u>406,296</u>
Total Department – General Fund	5,789,186	5,263,883	5,746,584	5,659,738
Emergency Services Support Fund	2,901,077	3,193,037	3,496,088	3,545,549

HIGHLIGHTS

The general fund budget for the Department of Emergency Services is \$5,659,738, an increase of \$395,855 or 7.5%. This budget incorporates the county employee compensation changes mentioned in the budget highlights and includes increased maintenance costs related to equipment.

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

ELECTED

OFFICIALS

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

CIRCUIT COURT

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 twenty-five thousand dollars, and in most criminal 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 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 selects and instructs members of the grand and petit juries.

The Circuit Court has a successful drug court program, which offers intensive treatment, counseling and drug testing as an alternative to incarceration for certain non-violent juveniles and adults with substance-abuse issues. The court's drug court program is funded almost entirely by federal and state grants.

OPERATING BUDGET

	FY2017	FY2018	FY2019	FY2019
Circuit Court	Actual	Approved	Request	Recommended
Administration	904,721	973,878	1,040,691	1,006,512
Law Library	65,666	69,950	69,950	69,950
Grants	<u>602,985</u>	<u>672,718</u>	<u>758,372</u>	<u>759,632</u>
Total	1,573,372	1,716,546	1,869,013	1,836,094

HIGHLIGHTS

The budget for the Circuit Court is \$1,836,094, an increase of \$119,548 or 7%. This budget includes the county employee compensation changes mentioned in the budget highlights as well as an increase in grant funds. Funding is included for the purchase of furniture for the judge filling the seat of the judge who will be retiring in 2018.

ORPHAN'S COURT

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

	FY2017	FY2018	FY2019	FY2019
Orphan's Court	Actual	Approved	Request	Recommended
Total	55,791	56,152	71,692	64,394

HIGHLIGHTS

The budget for the Orphan's Court is \$64,394, an increase of \$8,242 or 14.7%. This increase is primarily attributed to compensation changes and the purchase of laptops for the judges.

OFFICE OF THE SHERIFF

DESCRIPTION

The St. Mary's County Sheriff's Office is organized into six divisions: Administration, Criminal Investigations, Patrol, Narcotics, Special Operations and Corrections. Major functions within 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, including grants, which provide high visibility of 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. For the most recent calendar year, the average daily population of the St. Mary's County Adult Detention and Rehabilitation Center ranged from 212 to 236 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 34 to 57.

The Training portion of the budget ensures all mandatory qualifications are met and or exceeded for sworn and correctional officers. This budget allocation not only provides funding for the qualifications but the ammunition needed to qualify. This allocation 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; burglaries (burglar alarms), building searches, article searches, rescue situations (lost/missing persons), drug scans, and bomb threats (searches).

OPERATING BUDGET

	FY2017	FY2018	FY2019	FY2019
Office of the Sheriff	Actual	Approved	Request	Recommended
Law Enforcement	22,495,601	23,898,363	26,858,433	25,706,109
Corrections	11,062,302	12,498,419	13,326,350	12,718,797
Training	332,823	413,389	425,239	413,389
Canine	22,118	38,800	38,800	38,800
Court Security	797,070	859,687	859,687	870,929
Grants	<u>560,983</u>	<u>866,715</u>	<u>925,584</u>	<u>933,292</u>
Total – General Fund	35,270,897	38,575,373	42,434,093	40,681,316
Miscellaneous Revolving Fund	48,714	62,500	329,500	329,500

OFFICE OF THE SHERIFF

HIGHLIGHTS

The general fund budget for the Office of the Sheriff is \$40,681,316, an increase of \$2,105,943 or 5.5% more than the prior year, including grant funding. This funding level takes into consideration the number of vacancies at the close of recent fiscal years and includes a reduction of \$700,000 for a vacancy reserve, consistent with the past two years. Recurring funding without the vacancy reduction is only 2.5%. In addition to incorporating the county employee compensation changes mentioned in the budget highlights, the Sheriff's budget includes:

- An increase in Sheriff's Pension for sworn personnel from 39% to 40% based on actuarial update;
- 11 additional promotional ranks (law enforcement and corrections);
- Hourly employee positions for fingerprinting (with matching revenue);
- Funding for hiring bonuses to assist in recruitment;
- Increased funding in overtime for sworn positions based on actual; and
- Increased funding for medical contract costs and monitoring services for the Adult Detention Center.

OFFICE OF THE STATE'S ATTORNEY

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

	FY2017	FY2018	FY2019	FY2019
Office of the State's Attorney	Actual	Approved	Request	Recommended
Judicial	2,720,224	2,895,841	2,902,113	2,924,286
Grants	<u>601,059</u>	<u>659,574</u>	<u>697,017</u>	<u>705,735</u>
Total - General Fund	3,321,283	3,555,415	3,599,130	3,630,021
Miscellaneous Revolving Fund	54,692	71,050	71,050	71,050

OFFICE OF THE STATE'S ATTORNEY

HIGHLIGHTS

The general fund budget for the Office of the State's Attorney is \$3,630,021, an increase of \$74,606 or 2.1% more than the prior year, including grant funding. This increase includes the county employee compensation changes mentioned in the budget highlights and additional funds to increase hours of existing temporary position.

OFFICE OF THE COUNTY TREASURER

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, 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, and liquor 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

	FY2017	FY2018	FY2019	FY2019
Office of the County Treasurer	Actual	Approved	Request	Recommended
Total	453,254	459,565	464,565	478,919

HIGHLIGHTS

The budget for the Office of the County Treasurer is \$478,919, an increase of \$19,354 or 4.2%. This budget incorporates the county employee compensation changes mentioned in the budget highlights and includes additional funds for temporary help during peak season.

STATE AGENCIES / INDEPENDENT BOARDS

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

DEPARTMENT OF HEALTH

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

Department of Health	FY20187 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Operating Allocation	2,066,403	2,177,579	2,269,689	2,207,979
Personal Services	16,153	16,196	16,196	16,196
Mosquito Control / Gypsy Moth	<u>56,100</u>	<u>59,500</u>	<u>59,500</u>	<u>59,500</u>
Total	2,138,656	2,253,275	2,345,385	2,283,675

HIGHLIGHTS

The allocation to the Department of Health is \$2,283,675, which is \$30,400 or 1.3% more than the prior year. The County exceeds State mandated funding of \$589,764 by \$1,693,911. This includes \$22,000 for the purchase of Naloxone for distribution to community members and \$8,400 for accreditation fees.

DEPARTMENT OF SOCIAL SERVICES

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

	FY2017	FY2018	FY2019	FY2019
Department of Social Services	Actual	Approved	Request	Recommended
Total	411,927	433,974	477,727	449,178

HIGHLIGHTS

The local portion of the Social Services budget is \$449,178 (including the grant), which is an increase of \$15,204 or 3.5% more than the prior year. The increase is primarily attributed to grant and non-grant compensation changes on the County's payroll and \$7,752 for the Child Support Enforcement position, indirect administrative costs and water testing for the Adult Care customers.

ALCOHOL BEVERAGE BOARD

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

	FY2017	FY2018	FY2019	FY2019
Alcohol Beverage Board	Actual	Approved	Request	Recommended
Total	196,539	298,157	298,157	329,596

HIGHLIGHTS

The budget for the Alcohol Beverage Board is \$329,596, which is a net increase of \$31,439 or 10.5%. This increase is attributed to increased compensation costs for employees and the Alcohol Enforcement Officer.

BOARD OF ELECTIONS

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

	FY2017	FY2018	FY2019	FY2019
Board of Elections	Actual	Approved	Request	Recommended
Total	931,941	1,101,591	1,112,541	1,112,541

HIGHLIGHTS

The budget for the Board of Elections is \$1,112,541, which is an increase of \$10,950 or 1.0%. This increase is attributed to increased postage and election hall rental costs for the election.

UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

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

University of MD Extension – St. Mary’s	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Total	241,528	257,400	257,400	253,287

HIGHLIGHTS

The local budget for the University Of Maryland Extension (UME) is \$253,287, which is \$4,113 less than the prior year based on the request.

ETHICS COMMISSION

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

Ethics Commission	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Total	650	833	833	833

HIGHLIGHTS

The budget is \$833, which continues the funding level from the prior year.

FOREST CONSERVATION BOARD

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

Forest Conservation Board	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Total	2,500	2,500	2,500	2,500

HIGHLIGHTS

The budget is \$2,500, which continues the funding level from the 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

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

	FY2017	FY2018	FY2019	FY2019
Soil Conservation District	Actual	Approved	Request	Recommended
Total	74,920	73,946	77,063	76,461

HIGHLIGHTS

The County will fund \$76,461, which continues the funding level from the prior year. This funding will assist in covering the District Manager's compensation and operating costs.

SOUTHERN MARYLAND RESOURCE CONSERVATION AND DEVELOPMENT (RC&D)

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

	FY2017	FY2018	FY2019	FY2019
Southern Maryland RC&D Board	Actual	Approved	Request	Recommended
Total	12,470	13,300	13,300	13,300

HIGHLIGHTS

The County will fund \$13,300, which continues the funding level from the 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.

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

Tri-County Community Action Committee	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Total	16,000	16,000	16,000	16,000

HIGHLIGHTS

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

TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND

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

	FY2017	FY2018	FY2019	FY2019
Tri-County Council for So. MD	Actual	Approved	Request	Recommended
Total	94,200	94,200	94,200	94,200

HIGHLIGHTS

The County will fund \$94,200, which continues recurring costs from the prior year.

TRI-COUNTY YOUTH SERVICES BUREAU

DESCRIPTION

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

	FY2017	FY2018	FY2019	FY2019
Tri-County Youth Services Bureau	Actual	Approved	Request	Recommended
Total	110,000	143,600	143,600	143,600

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)

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

State Dept. of Assessment & Taxation - SDAT	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Total	0	450,872	848,298	471,298

HIGHLIGHTS

This budget includes \$471,298 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.

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

Southern Maryland Higher Education Center	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Total	0	40,000	40,000	40,000

HIGHLIGHTS

The County continues to fund \$40,000 in this budget, which continues level funding from the prior year.

BOARD OF EDUCATION

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

	FY2017	FY2018	FY2019	FY2019
Board of Education	Actual	Approved	Request	Recommended
BOE - Recurring	99,717,401	102,189,940	104,233,739	103,052,525
BOE - Non-Recurring	<u>2,972,992</u>	<u>0</u>	<u>1,921,004</u>	<u>0</u>
Total County Funding - BOE	102,690,393	102,189,940	106,154,743	103,052,525

HIGHLIGHTS

The County's funding for the Board of Education (BOE) is budgeted at \$103,052,525, an increase of \$862,585 or 0.8% in recurring funding, over the prior year. State-mandated Maintenance of Effort (MOE) requires county funding of \$102,352,525 based on the MSDE Official Enrollment of 17,154.75 at September 30, 2017. County funding is towards the Board of Education's negotiated agreements for merit and health insurance.

When combined with the State/Federal/Other funding increase of \$1,897,652, over the prior year, the total budget is \$213,029,421. The final BOE budget will be presented to the CSMC for approval on June 12, 2018.

The Board of Education's budget also includes a revolving fund of \$7,505,100 for food services and a Restricted Fund of \$21,046,694, for Grants. The Capital Projects are presented separately and projects for Public Schools in FY2019 total \$11,424,000, including \$6,733,000 funded by the County.

COLLEGE OF SOUTHERN MARYLAND

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

	FY2017	FY2018	FY2019	FY2019
College of Southern Maryland	Actual	Approved	Request	Recommended
Tuition/Fees	5,410,235	6,607,436	6,518,500	6,518,500
County Funding	4,207,365	4,207,365	4,326,961	4,326,961
State, Federal, Other Revenue	<u>3,153,253</u>	<u>3,646,732</u>	<u>4,001,792</u>	<u>4,001,792</u>
Total – CSM Revenues	12,770,853	14,461,533	14,847,253	14,847,253

HIGHLIGHTS

The total budget for the College of Southern Maryland (CSM), Leonardtown Campus is increasing from \$14,461,533 to \$14,847,253 or \$385,720 more than the prior year. County funding is at \$4,326,961, which is an increase of \$119,596 or 2.8%.

BOARD OF LIBRARY TRUSTEES

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

	FY2017	FY2018	FY2019	FY2018
Board of Library Trustees	Actual	Approved	Request	Recommended
Lexington Park Library	911,336	926,924	999,733	930,974
Leonardtown Library	751,149	780,666	947,949	784,716
Charlotte Hall Library	524,319	601,385	629,676	607,722
Administration	<u>1,344,404</u>	<u>1,477,878</u>	<u>1,518,069</u>	<u>1,510,715</u>
Total Expenses - Library	3,531,208	3,786,853	4,095,427	3,834,127
State, Federal, Other Revenue Sources	854,896	919,221	937,000	919,221
County Funds - Library	2,684,574	2,800,572	3,083,501	2,847,846
Fund Balance (Library)	<u>(8,262)</u>	<u>67,060</u>	<u>74,926</u>	<u>67,060</u>
Total Revenues, All Funding Sources	3,531,208	3,786,853	4,095,427	3,834,127

HIGHLIGHTS

The total budget for the Board of Library Trustees is \$3,834,127, which is a net increase of \$47,274, or 1.2% over the prior year. County funding is approved at \$2,847,846 which is a net increase of \$47,274 or 1.7% more than the prior year. This increase is primarily attributed to the 7% increase in employee health insurance costs and for the County's share of the purchase of digital resources.

OTHER

BUDGET

COSTS

APPROPRIATION RESERVE

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 \$1,000,000.

LEONARDTOWN TAX REBATE

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 .91 cents per \$100 of assessed value for the taxpayers of Leonardtown. This is a decrease from last year's differential rate of .94 cents. The assessed value of the County Owned Nontaxable Real Property Assessments is \$37,015,400, requiring a payment of \$43,493.

EMPLOYER CONTRIBUTIONS – RETIREE HEALTH BENEFITS & UNEMPLOYMENT COSTS

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. The actuary estimated the County's total liability for FY2019 at \$109,844,000; however, the County has set aside funds for a trust, which reduced this to an *unfunded* accrual liability of \$39,708,000. The total required contribution for FY2019 is \$6,097,000. The County has maintained its practice of budgeting and contributing the full actuarially determined contribution, of which \$23,000 is included in the Solid Waste & Recycling and \$36,000 in the Wicomico Golf Course Enterprise Funds, respectively. Based on the Net OPEB Obligation estimated credit of \$16,010,760 at June 30, 2018, approval was given to only fund the pay-go amount for current retirees; this amount is budgeted to be \$3.2 million for FY2019.

\$35,000 is included in FY2019 for Unemployment; this is an increase in the amount from the prior year due to the anticipated increase in County costs.

GENERAL / BANK ADMINISTRATION COSTS

\$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

This appropriation of \$11,667,432 funds the payment of debt service - principal and interest - on debt for capital projects. Included in the FY2019 estimate for debt service includes a full year principal and interest payment on the recent borrowing of \$25,000,000 in FY2017 and one-half year interest on the planned borrowing in FY2019. The estimated allocation of debt service, based on the capital projects being funded, is as follows:

Project Type	Current Debt
Board of Education	\$5,711,907
Other Facilities	1,183,213
Roads	1,702,256
Solid Waste	267,418
CSM	629,086
Library	553,343
Parks	357,168
Public Safety	708,041
2019 Proposed	<u>555,000</u>
Total	\$11,667,432

TRANSFERS & RESERVES

CAPITAL PROJECTS – GENERAL FUND TRANSFER –

\$1,085,000 is reflected as a transfer from the General Fund to the Capital Projects Fund to fund some costs for a number of capital projects' costs.

PUBLIC HEARING -

This reserve represents funding set aside during the recommended budget stage only. Funds in this reserve are available to respond to the needs or other requests identified during the public hearing and throughout May, as the approved budget is being finalized. This recommended budget includes a public hearing reserve of \$153,524.

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 FY2019 is \$400,000, level with the prior year. The Bond Rating Reserve balance is \$13,330,021 as of June 30, 2017.

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 \$500,000 to this reserve. Uses require specific action by the Commissioners of St. Mary's County.

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	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Child Care Programs	\$ 1,054,832	\$ 1,825,950	\$ 1,860,550	\$ 1,860,550
Therapeutic Division	116,377	293,350	293,350	293,350
Gymnastics Department	362,797	377,380	408,580	408,580
Leisure / Special Programs	121,255	195,309	191,909	191,909
Special Facilities	340,282	387,238	501,709	501,709
Sports Programs	459,957	523,465	519,490	519,490
General Administration	74,466	205,700	197,200	117,200
Appropriation Reserve	-	-	-	80,000
Total Revenues	\$ 2,529,966	\$ 3,808,392	\$ 3,972,788	\$ 3,972,788
Child Care Programs	\$ 844,404	\$ 1,688,626	\$ 1,725,170	\$ 1,725,170
Therapeutic Division	116,736	292,521	292,521	292,521
Gymnastics Department	325,694	350,646	384,462	384,462
Leisure / Special Programs	101,302	150,512	153,951	153,951
Special Facilities	492,444	594,997	697,583	697,583
Sports Programs	330,161	444,250	449,693	449,693
General Administration	189,420	290,264	279,614	199,614
Appropriation Reserve	-	-	-	80,000
Total Expenditures	\$ 2,400,161	\$ 3,811,816	\$ 3,982,994	\$ 3,982,994
Revenues Over(Under) Expenditures	\$ 129,805	\$ (3,424)	\$ (10,206)	\$ (10,206)
Fund Equity (deficit) at June 30 - audited *	\$ 693,650			

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 - FY2017 Audit

WICOMICO SHORES GOLF ENTERPRISE FUND

Source and Use of Funds	FY2017	FY2018	FY2019	FY2019
	Actual	Approved	Request	Recommended
Golf Operations	\$ 809,449	\$ 898,500	\$ 889,000	\$ 889,000
Government/Other Income	-	-	-	826
Restaurant	340,057	386,000	386,000	386,000
House	20,241	30,000	30,000	30,000
Interest Income	343	1,500	1,500	1,500
Golf Shop	43,520	64,300	69,000	69,000
Other/Miscellaneous	379	800	800	800
Appropriation Reserve	-	50,000	50,000	50,000
Total Revenues	\$ 1,213,989	\$ 1,431,100	\$ 1,426,300	\$ 1,427,126
Golf Operations	\$ 131,604	\$ 149,652	\$ 151,436	\$ 151,436
Greens and Grounds	398,849	428,649	435,730	443,824
Restaurant	370,637	400,518	385,763	372,057
House	66,653	81,730	82,500	82,500
Administration	119,049	141,055	142,792	144,993
Golf Shop	27,554	25,584	33,914	33,914
Capital	19,879	21,919	24,720	24,720
OPEB (post-retirement health)	36,000	36,000	36,000	36,000
Appropriation Reserve	-	50,000	50,000	50,000
Total Expenditures, before debt service	\$ 1,170,225	\$ 1,335,107	\$ 1,342,855	\$ 1,339,444
Debt Service - Building	\$ 70,365	\$ 72,254	\$ 72,275	\$ 72,275
Total Expenditures, including debt service	\$ 1,240,590	\$ 1,407,361	\$ 1,415,130	\$ 1,411,719
Revenues Over(Under) Expenditures-incl. debt	\$ (26,601)	\$ 23,739	\$ 11,170	\$ 15,407
Fund Equity (deficit) at June 30, exclusive of net capital assets, net of debt to General Fund, audited *	\$ (58,282)			

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 - FY2017 Audit - Unrestricted (\$875,958) + Advanced from General Fund \$817,676

SOLID WASTE AND RECYCLING FUND

Source and Use of Funds	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
SW and Recycling Fees-Residential	\$ 3,132,641	\$ 3,132,000	\$ 3,132,000	\$ 4,009,055
General Gov/Other Income	-	-	-	12,848
Landfill Tipping Fee	386,502	360,000	360,000	360,000
Recycle Containers	72,337	46,000	60,000	60,000
State Grant	12,000	-	28,000	28,000
Appropriation Reserve	-	200,000	200,000	200,000
Total Revenues	\$ 3,603,480	\$ 3,738,000	\$ 3,780,000	\$ 4,669,903
Solid Waste				
Personal Services	\$ 933,076	\$ 948,508	\$ 948,508	\$ 966,317
Operating Supplies	32,370	35,500	35,500	35,500
Hauling & Post-Closure Costs	1,044,452	1,154,984	1,146,640	1,146,640
Communications	5,949	5,760	5,760	5,760
Transportation	55,855	60,000	60,000	60,000
Public Utility	31,488	28,167	28,167	28,167
Tipping Fees	1,140,805	1,160,500	1,298,393	1,298,393
Equipment	10,299	-	-	-
Retiree Health	23,000	23,000	23,000	23,000
Lease Payments	225,968	167,253	199,120	199,120
Appropriation Reserve	-	200,000	200,000	200,000
Total, Solid Waste	\$ 3,503,262	\$ 3,783,672	\$ 3,945,088	\$ 3,962,897
Recycling				
Personal Services	\$ 89,312	\$ 90,761	\$ 90,761	\$ 94,218
Operating Supplies	19	1,800	1,400	1,400
Professional Services	335,857	360,000	373,819	373,819
Communications	-	160	60	60
Transportation	2,510	3,000	3,000	3,000
Rentals	57,650	60,000	56,448	56,448
Hazardous Waste Day Events	67,536	75,175	75,175	75,175
Equipment & Furniture	2,265	-	-	-
Recycling Grant	12,000	-	28,000	28,000
Total, Recycling	\$ 567,149	\$ 590,896	\$ 628,663	\$ 632,120
Total Expenditures	\$ 4,070,411	\$ 4,374,568	\$ 4,573,751	\$ 4,595,017
Revenues Over (Under) Expenditures	\$ (466,931)	\$ (636,568)	\$ (793,751)	\$ 74,886
Transfer-Subsidy from General Fund	\$ -	\$ -		
Fund Equity (deficit) at June 30 - audited	\$628,460			

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.

The Environmental Service Fee is \$72. It was set in FY2017.

Proposed Fee \$91 - FY2019

* Page 23 - FY2017 Audit

MISCELLANEOUS REVOLVING FUND

Source and Use of Funds	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Fuel Operations	\$ 9,301	\$ 15,000	\$ 10,000	\$ 10,000
State's Attorney Drug Enforcement	50,856	5,000	5,000	5,000
Community Service Teen Court	-	1,000	1,000	1,000
Department of Aging Special Events/CRAC	110,745	120,000	120,000	120,000
LUGM - Historic Book	1,150	4,000	4,000	4,000
Sheriff's Federal Forfeiture Fund	8,620	-	-	-
Sheriff's "350 Years" Book	5,090	25,000	25,000	25,000
Sheriff's Local Forfeiture Fund	116,098	40,000	40,000	40,000
State's Attorney Project Graduation	88,671	71,050	71,050	71,050
St. Mary's County Weed Control	52,500	42,075	47,825	47,825
Appropriation Reserve	-	140,000	140,000	140,000
Total Revenues	\$ 443,031	\$ 463,125	\$ 463,875	\$ 463,875
Fuel Operations	\$ 7,753	\$ 17,700	\$ 10,000	\$ 10,000
State's Attorney Drug Enforcement	49,554	77,389	77,389	78,838
Community Service Teen Court	757	1,000	1,000	1,000
Department of Aging Special Events/CRAC	108,597	120,000	120,000	120,000
LUGM - Historic Book	-	4,000	4,000	4,000
Sheriff's Federal Forfeiture Fund	7,898	-	200,000	200,000
Sheriff's 350 years Book	20,185	25,000	25,000	25,000
Sheriff's Local Forfeiture Fund	20,631	37,500	104,500	104,500
State's Attorney Project Graduation	54,692	71,050	71,050	71,050
St. Mary's County Weed Control	24,255	42,075	47,825	47,825
Appropriation Reserve	-	140,000	140,000	140,000
Total Expenditures	\$ 294,322	\$ 535,714	\$ 800,764	\$ 802,213
Revenues Over (Under) Expenditures	\$ 148,709	\$ (72,589)	\$ (336,889)	\$ (338,338)
Fund Equity (deficit) at June 30 - audited	* \$875,278			

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 - FY2017 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
Erosion Control		
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.
Roadway Improvement		
Golf Course Drive	59	\$217.99 per property – 20 years through 2026.
Mallard Creek	8	\$259.26 per owner – 20 years through 2019.
Mulberry South	23	\$283.76 per owner – 20 years through 2021.
Waterway Improvement		
Kingston Creek Waterway	22	\$34.14 per parcel – 20 years through 2027.
Little Kingston Creek	21	\$136.35 per owner – 20 years through 2019.
Kingston Creek Waterway #2	25	\$674.75 per property – 25 years through 2037.
Street Lights		
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 FY2019 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	FY2017 Actual	FY2018 Approved	FY2019 Request	FY2019 Recommended
Emergency Services – Support Tax	\$ 2,987,250	\$ 2,986,000	\$ 2,986,000	\$ 3,040,000
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
Total Revenues	\$ 3,287,250	\$ 3,286,000	\$ 3,286,000	\$ 3,391,880
Emergency Management Recruiting	\$ 86,465	\$ 94,826	\$ 168,684	\$ 162,817
Advanced Life Support Operating	408,404	585,281	702,531	702,531
Emergency Services Committee	144,028	238,418	179,560	179,560
Fire Department Operating Allocation	207,000	207,000	207,000	207,000
Fire Department LOSAP	685,703	732,586	752,212	752,212
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	238,865	268,076	293,109	293,109
Amoss (508) Grant - Rescue	150,000	150,000	150,000	150,000
F&R GASB LOSAP Valuation	-	-	-	-
LOSAP OPEB	600,375	600,000	800,000	800,000
F & R Revolving Loan Fund, Debt Service	128,523	128,676	128,676	128,137
Appropriation Reserve - Emergency Services	-	-	-	50,000
Total Expenditures	\$ 2,932,363	\$ 3,287,863	\$ 3,664,772	\$ 3,708,366
Revenues Over (Under) Expenditures	\$ 354,887	\$ (1,863)	\$ (378,772)	\$ (316,486)
Fund Equity (deficit) at June 30 - audited*	\$ 999,146			

* Page 115 - FY2017 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	3,612	3.6¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,721	4.4¢ per \$100 of assessment Request change: 4.4¢ to 5.6¢
Leonardtown - 3rd Election District	7,561	2.4¢ per \$100 of assessment
Mechanicsville - 5th Election District 5th District Accounts 5,114 4th District Accounts 3,863	8,977	4.6¢ per \$100 of assessment
Hollywood - 6th Election District	5,783	4.4¢ per \$100 of assessment
Avenue - 7th Election District 7th District Accounts 3,172 4th District Accounts 1,058	4,230	5.6¢ per \$100 of assessment
Bay District - 8th Election District	12,887	5.0¢ per \$100 of assessment
St. George Island - 9th Election District	226	3.6¢ per \$100 of assessment Request change: 3.6¢ to 5.6¢

* Property information reflected is 2017 taxable

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	3,612	1.1¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,721	.8¢ per \$100 of assessment Request change: .8¢ to 1.7¢
Leonardtwn - 3rd Election District	7,561	.9¢ per \$100 of assessment
Mechanicsville 5th Election District 5,114 4th Election District 3,863	8,977	1.4¢ per \$100 of assessment
Hollywood - 6th Election District	5,783	1.4¢ per \$100 of assessment
Avenue 7th Election District 3,172 4th Election District 1,058	4,230	1.1¢ per \$100 of assessment
Lexington Park - 8th Election District	12,887	1.7¢ per \$100 of assessment Request change: 1.7¢ to 2.3¢
St. George's Island - 9th Election District	226	.8¢ per \$100 of assessment Request change: .8¢ to 1.7¢

* Property information reflected is 2017 taxable

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 2019 Recommended Capital Budget - by project and funding source
- 2) Fiscal Year 2020 – Fiscal Year 2024 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 FY2019 appropriation year as well as the planned projects for fiscal years 2020 through 2024. 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 - FY2019

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
LAND CONSERVATION							
Agricultural Land Preservation Programs	3,333,333		386,654			2,000,000	946,679
Rural Legacy Program	3,650,360		912,590			2,737,770	
Total Land Conservation	6,983,693	0	1,299,244	0	0	4,737,770	946,679
HIGHWAYS							
Patuxent Park Neighborhood Preservation Program	5,644,000	5,644,000					
FDR Boulevard Extended (MD 4 to Pegg Rd)	11,962,278	11,767,278		150,000			45,000
Bridge/Culvert Replacement & Repair	370,000	370,000					
Retrofit Sidewalk Program	280,000	280,000					
Asphalt Overlay	3,224,875	3,224,875					
Modified Seal Surface Treatment	674,000		674,000				
Roadway Safety Improvement	260,000		260,000				
Mattapan Road	250,000	250,000					
Essex South Drainage Rehabilitation	100,000	100,000					
Total Highways	22,765,153	21,636,153	934,000	150,000	0	0	45,000
MARINE							
St. Jerome's Creek Jetties	130,000	130,000					
St. Patrick Creek Maintenance Dredge	100,000					100,000	
South Sandgates Revetment	140,300					140,300	
Total Marine	370,300	130,000	0	0	0	240,300	0
PUBLIC FACILITIES							
Parking and Site Improvements	100,000		100,000				
Northern Senior Center Addition	892,000	892,000					
Adult Detention Center Upgrades, Housing and Med	477,000	238,500				238,500	
Health Department Renovations	282,000	282,000					
Airport Improvements	4,375,000		575,000			3,800,000	
Public Administration Enterprise Software Upgrade	1,000,000				1,000,000		
Salt Storage Facility Replacement	50,000	50,000					
Energy & Efficiency Conservation Projects	40,000		40,000				
Fire and Rescue Revolving Loan Fund	150,000		150,000				
Building Maintenance & Repair - Critical	540,000		540,000				
Building Maintenance & Repair - Programmatic	307,000		307,000				
Public Safety/Replacement Enhancement Project	85,000				85,000		
Total Public Facilities	8,298,000	1,462,500	1,712,000	0	1,085,000	4,038,500	0
PUBLIC SCHOOLS							
Relocalables - for various sites	385,000		385,000				
Aging School Program	60,000		7,000			53,000	
Park Hall ES Roof/HVAC Replace & Sewer Lift	4,526,000	2,148,000				2,378,000	
Hollywood ES Roof/HVAC Replace & Emergency	4,425,000	2,165,000				2,260,000	
Building Infrastructure - Critical	674,000	564,000		110,000			
Building Infrastructure - Programmatic	811,000	436,000		375,000			
Green Holly ES - Partial Roof Replacement	153,000	153,000					
Green Holly ES - Switch Gear & HVAC Replacement	125,000	125,000					
Dynard ES Roof/HVAC Replacement & Emer Pwr	265,000	265,000					
Total Public Schools	11,424,000	5,856,000	877,000	0	0	4,691,000	0
RECREATION & PARKS							
St. Clement's Island Museum Renovations	181,500	101,500				80,000	
Park Land and Facility Acquisition	246,431					246,431	
Three Notch Trail - Phase Seven	6,324,698	454,000		170,000		5,654,698	46,000
Snow Hill Park	150,000	150,000					
Recreation Facilities & Parks Improvement	1,209,000	1,209,000					
Sports Complex	75,000		75,000				
Shannon Park Property	75,000	75,000					
Total Recreation & Parks	8,261,629	1,989,500	75,000	170,000	0	5,981,129	46,000
SOLID WASTE							
Clements Convenience Center Improvements	50,000		50,000				
Total Solid Waste	50,000	0	50,000	0	0	0	0
TOTAL	\$58,152,775	\$31,074,153	\$4,947,244	\$320,000	\$1,085,000	\$19,688,699	\$1,037,679

RECOMMENDED CAPITAL BUDGET - FY2019

SUMMARY

Project Type	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
Public Facilities	8,298,000	1,462,500	1,712,000	0	1,085,000	4,038,500	0
Highways	22,765,153	21,636,153	934,000	150,000	0	0	45,000
Marine	370,300	130,000	0	0	0	240,300	0
Land Conservation	6,983,693	0	1,299,244	0	0	4,737,770	946,679
Recreation & Parks	8,261,629	1,989,500	75,000	170,000	0	5,981,129	46,000
Solid Waste	50,000	0	50,000	0	0	0	0
Public Schools	11,424,000	5,856,000	877,000	0	0	4,691,000	0
Total	\$58,152,775	\$31,074,153	\$4,947,244	\$320,000	\$1,085,000	\$19,688,699	\$1,037,679

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 FY2019 are: Roads-\$150,000; Parks-\$170,000; Schools-\$1,300,000.

RECOMMENDED FY2019 CAPITAL BUDGET AND FY2020 TO FY2024 PLAN

CAPITAL PROJECT	Approved 5-Year Capital Plan					
	FY2019 Total	FY2020 Total	FY2021 Total	FY2022 Total	FY2023 Total	FY2024 Total
LAND CONSERVATION						
AP-1701 Agricultural Land Preservation Programs	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333
AP-1702 Rural Legacy Program	3,650,360	0	0	0	0	0
Total Land Conservation	6,983,693	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333
HIGHWAYS						
HW-0803 Patuxent Park Neighborhood Preservation Program	5,644,000	0	0	0	0	0
HW-1201 Regional Water Quality & Nutrient Removal	0	0	0	0	6,315,300	0
HW-1202 FDR Boulevard Extended (MD 4 to Pegg Rd)	11,962,278	3,033,516	0	0	0	0
HW-1403 Buck Hewitt Road Sidewalk - North Side	0	0	0	620,000	0	0
HW-1404 Street Lighting & Streetscape Improvements	0	60,000	0	60,000	0	0
HW-1405 Bridge/Culvert Replacement & Repair	370,000	350,000	275,000	120,000	160,000	100,000
HW-1503 Retrofit Sidewalk Program	280,000	280,000	280,000	280,000	280,000	280,000
HW-1507 Roadway Base Widening	0	0	266,500	0	0	0
HW-1901 Asphalt Overlay	3,224,875	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000
HW-1902 Modified Seal Surface Treatment	674,000	674,000	674,000	674,000	674,000	674,000
HW-1903 Roadway Safety Improvements	260,000	140,000	100,000	40,000	0	0
HW-1904 Mattapany Road	250,000	0	0	0	0	0
HW-1905 Essex South Drainage Rehabilitation	100,000	0	0	0	0	0
HW-2001 Southampton Neighborhood Revitalization	0	579,000	0	1,800,000	0	2,040,000
HW-2101 CSM/Governmental Center Interparcel Access	0	0	212,250	0	1,415,000	0
Total Highways	22,765,153	8,366,516	5,057,750	6,844,000	12,094,300	6,344,000
MARINE						
MA-1101 St. Jerome's Creek Jetties	130,000	0	4,798,377	0	0	0
MA-1801 St Patrick Creek Maintenance Dredge	100,000	600,000	100,000	0	0	0
MA-1802 South Sangates Revetment	140,300	0	0	0	0	0
Total Marine	370,300	600,000	4,898,377	0	0	0
PUBLIC FACILITIES						
PF-1605 Parking & Site Improvements	100,000	200,000	135,000	0	90,000	0
PF-1702 Northern Senior Center Addition	892,000	0	0	0	0	0
PF-1705 St. Mary's County Animal Shelter New Bldg	0	5,268,420	0	0	0	0
PF-1706 Adult Detention Center Upgrades, House&Medical Units	477,000	14,335,575	10,143,079	0	0	0
PF-1803 Health Department Renovations	282,000	0	2,600,500	104,500	0	0
PF-1809 Airport Improvements	4,375,000	3,865,000	3,453,000	15,000	75,000	0
PF-1901 Public Administration Enterprise Software Upgrade	1,000,000	0	2,000,000	0	0	0
PF-1902 Salt Storage Facility Replacement	50,000	0	1,050,700	0	0	0
PF-1903 Energy & Efficiency Conservation Projects	40,000	0	0	0	0	0
PF-1906 Fire and Rescue Revolving Loan Fund	150,000	1,000,000	0	0	0	0
PF-1907 Building Maintenance & Repairs - Critical	540,000	403,000	134,300	373,000	403,000	300,000
PF-1908 Building Maintenance & Repairs - Programmatic Public Safety Computer Aided Dispatch	307,000	277,000	225,000	300,000	325,000	395,000
PF-1909 Replacement Enhancement Project	85,000	2,000,000	0	0	0	0
PF-1910 Sheriff's Office Headquarters	0	0	0	0	0	100,000
PF-2101 Leonardtown Armory Renovations	0	0	361,000	3,604,000	0	0
Total Public Facilities	8,298,000	27,348,995	20,102,579	4,396,500	893,000	795,000
PUBLIC SCHOOLS						
PS-1403 Relocatables for Various Sites	385,000	385,000	385,000	385,000	0	0
PS-1506 Aging School Program	60,000	0	0	0	0	0
PS-1605 New Elementary School - Central County	0	930,000	18,549,000	16,448,000	342,000	0
PS-1801 Park Hall ES Roof/HVAC Replace & Sewer Lift Station	4,526,000	1,725,000	0	0	0	0
PS-1802 Hollywood ES Roof/HVAC Replace & Emergency Power	4,425,000	1,537,000	0	0	0	0
PS-1804 Building Infrastructure - Critical	674,000	473,000	35,000	279,000	264,000	90,000
PS-1805 Building Infrastructure - Programmatic	811,000	618,000	910,000	529,000	210,000	147,000
PS-1902 Green Holly ES - Partial Roof Replacement	153,000	1,859,000	0	0	0	0
PS-1903 Great Mills HS Partial Roof Replacement	0	1,976,562	1,540,000	0	0	0
PS-1904 Green Holly ES - Switch Gear & HVAC Replacement	125,000	483,000	3,174,000	0	0	0
PS-1905 Dynard ES Roof/HVAC Replacement & Emergency Pwr	265,000	1,191,000	4,484,000	0	0	0
PS-2101 Lettie Marshall Dent ES Addition, HVAC, Electric & Tank	0	0	503,000	5,326,000	1,100,000	0
PS-2102 Secondary Capacity Option Study	0	0	35,000	0	0	0
PS-2103 Mechanicsville Elementary School Modernization	0	0	331,000	3,174,000	3,330,000	2,500,000
PS-2302 Great Mills HS Partial Roof Replacement (Second Part)	0	0	0	0	225,000	3,500,000
PS-2401 New Middle & High School Facility	0	0	0	0	0	2,243,000
Total Public Schools	11,424,000	11,177,562	29,946,000	26,141,000	5,471,000	8,480,000

RECOMMENDED FY2019 CAPITAL BUDGET AND FY2020 TO FY2024 PLAN


CAPITAL PROJECT	Approved 5-Year Capital Plan					
	FY2019 Total	FY2020 Total	FY2021 Total	FY2022 Total	FY2023 Total	FY2024 Total
RECREATION & PARKS						
RP-1202 Leonardtown Park	0	2,516,914	0	0	0	0
RP-1401 St. Clement's Island Museum Renovations	181,500	940,500	0	330,000	0	0
RP-1404 Park Land and Facility Acquisition	246,431	246,431	246,431	246,431	246,431	246,431
RP-1501 Three Notch Trail - Phase Seven	6,324,698	700,000	0	0	0	0
RP-1601 Elms Beach Park Improvements	0	200,000	1,408,637	1,156,275	0	0
RP-1704 Chaplico Park - Phased Development	0	0	1,900,000	0	0	0
RP-1901 Snow Hill Park	150,000	150,000	275,000	0	3,000,000	3,000,000
RP-1903 Recreation Facility & Park Improvements	1,209,000	1,290,000	405,000	300,000	285,000	275,000
RP-1904 Sports Complex	75,000	370,000	0	7,803,750	0	0
RP-1905 Shannon Farm Property	75,000	150,000	0	0	0	2,360,000
RP-2004 Central County Park	0	350,000	0	0	3,920,000	0
RP-2005 Myrtle Point Park	0	275,000	0	2,900,000	0	0
RP-2104 Three Notch Trail - Phase Eight	0	0	350,000	0	5,100,000	0
RP-2204 Rec/Community Center	0	0	0	500,000	0	0
Total Recreation & Parks	8,261,629	7,188,845	4,585,068	13,236,456	12,551,431	5,881,431
SOLID WASTE						
SW-1901 Clements Convenience Center Improvements	50,000	500,000	0	0	0	0
Total Solid Waste	50,000	500,000	0	0	0	0
TOTAL	\$58,152,775	\$58,515,251	\$67,923,107	\$53,951,289	\$34,343,064	\$24,833,764

Capital Project Summary - By Type

Land Conservation	6,983,693	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333
Highways	22,765,153	8,366,516	5,057,750	6,844,000	12,094,300	6,344,000
Marine	370,300	600,000	4,898,377	0	0	0
Public Facilities	8,298,000	27,348,995	20,102,579	4,396,500	893,000	795,000
Public Schools	11,424,000	11,177,562	29,946,000	26,141,000	5,471,000	8,480,000
Recreation & Parks	8,261,629	7,188,845	4,585,068	13,236,456	12,551,431	5,881,431
Solid Waste	50,000	500,000	0	0	0	0
Total	\$58,152,775	\$58,515,251	\$67,923,107	\$53,951,289	\$34,343,064	\$24,833,764

Capital Project Summary - By Source of Funds


State/Federal	19,688,699	20,364,994	23,626,425	15,165,431	8,510,431	4,246,431
Impact Fees - Schools	0	930,000	2,970,000	1,300,000	342,000	2,243,000
Impact Fees -Roads	150,000	150,000	150,000	0	300,000	0
Impact Fees - Parks	170,000	170,000	170,000	170,000	170,000	170,000
Transfer Taxes	4,947,244	5,589,154	4,964,454	5,239,654	3,746,840	5,542,654
Ag/Recordation	500,000	500,000	500,000	500,000	500,000	500,000
Ag/Transfer	50,000	50,000	50,000	50,000	50,000	50,000
Cigarette Restitution Funds	346,679	346,679	346,679	346,679	346,679	346,679
Mitigation	91,000	0	0	0	0	0
Forestation/Critical Area/Private	50,000	25,000	25,000	1,525,000	25,000	25,000
Pay-Go	1,085,000	2,000,000	2,000,000	0	0	0
Bonds	31,074,153	28,389,424	33,120,549	29,654,525	20,352,114	11,710,000
Total	\$58,152,775	\$58,515,251	\$67,923,107	\$53,951,289	\$34,343,064	\$24,833,764

Project Title Agriculture Land Preservation Programs	Project Number AP-1701	Classification Land Conservation
Project Description 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-1802.		 <p data-bbox="808 737 1438 789">Compliance With Comprehensive Plan Section 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
EASEMENT ACQUISITION	24,133,331	4,133,333	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									
TOTAL COSTS	24,133,331	4,133,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333

Funding Schedule									
COUNTY FUNDS: LOCAL TRANSFER TAX	2,644,924	200,000	386,654	411,654	411,654	411,654	411,654	411,654	411,654
RECORDATION TAX	3,715,202	715,202	500,000	500,000	500,000	500,000	500,000	500,000	500,000
TDR FEE-IN-LIEU									
AG TAX	350,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
CIGARETTE RESTITUTION FUND	2,426,753	346,679	346,679	346,679	346,679	346,679	346,679	346,679	346,679
FOREST CONSERVATION FEE	196,452	21,452	50,000	25,000	25,000	25,000	25,000	25,000	25,000
STATE FUNDS	14,800,000	2,800,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
TOTAL FUNDS	24,133,331	4,133,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Rural Legacy Program	Project Number AP-1702	Classification Land Conservation
<p>Project Description 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. The Patuxent Tidewater Land Trust, 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. The Patuxent Tidewater Land Trust, Southern Maryland Resource & Conservation Development, 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.</p> <p>B. 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>Compliance With Comprehensive Plan Section 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26</p>
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
EASEMENT ACQUISITION	9,607,352	5,956,992	3,650,360						
LAND ACQUISITION									
CONSULTING									
INSPECTION									
DIRECT VENDOR PAY									
TOTAL COSTS	9,607,352	5,956,992	3,650,360						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: LOCAL TRANSFER TAX	1,916,445	1,003,855	912,590						
RECORDATION TAX	314,798	314,798							
TDR FEE-IN-LIEU									
AG TAX	50,000	50,000							
CIGARETTE RESTITUTION FUND	1,538,339	1,538,339							
FOREST CONSERVATION FEE	50,000	50,000							
STATE FUNDS(DNR)	1,912,590	1,000,000	912,590						
FEDERAL FUNDS (REPI)	3,825,180	2,000,000	1,825,180						
TOTAL FUNDS	9,607,352	5,956,992	3,650,360						


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Patuxent Park Neighborhood Preservation Program	Project Number HW-0803	Classification Highways
Project Description 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, utility and street improvements) in areas where substandard, deteriorated, or no infrastructure exists. Patuxent Park Subdivision is the oldest subdivision 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 substantially completed Fall 2017; Section 3: Anticipated construction Spring 2018 Section 5: Design began in summer 2017, with construction anticipated summer 2018.		 <p data-bbox="805 762 1414 863">Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>
Discussion of Operating Budget Impact 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		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2019	FY2020	FY2021	FY2022	FY2023	
ENGINEERING/SURVEY	894,500	894,500							
UNSUITABLE SOILS	825,000	625,000	200,000						
RECONSTRUCTION	10,322,760	5,906,760	4,416,000						
STORMWATER MGMT	518,000	334,000	184,000						
CONSTR MGMT/STAKEOUT	400,000	260,000	140,000						
MATERIALS TESTING (2%)	208,000	120,000	88,000						
UTILITIES (4%)	601,000	425,000	176,000						
CONTINGENCIES/INCIDENTALS	861,163	421,163	440,000						
TOTAL COSTS	14,630,423	8,986,423	5,644,000						

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	12,953,500	7,309,500	5,644,000						
LOCAL TRANSFER TAX	1,226,923	1,226,923							
IMPACT FEES									
GENERAL FUND TRANSFER	400,000	400,000							
STATE FUNDS	50,000	50,000							
FEDERAL FUNDS									
OTHER SOURCE (DEVELOPER)									
TOTAL FUNDS	14,630,423	8,986,423	5,644,000						


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
STORMWATER MANAGEMENT MAINTENANCE	4,500	4,500				
TOTAL COSTS	4,500	4,500				

Project Title Regional Water Quality & Nutrient Removal	Project Number HW-1201	Classification Highways
Project Description This project provides the basic planning, documentation, and implementation funding to satisfy the federally mandated National Pollution Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) permit requirements. The Maryland Department of the Environment will issue a "Final Determination" on March 30, 2018, with a five-year permit effective date of October 30, 2018. The permit will contain six control measures which require County compliance: Public Education and Outreach, Public Involvement and Participation, Illicit Discharge Detection and Elimination, Construction Site Stormwater Runoff Control, Post Construction Stormwater Management, and Pollution Prevention and Good Housekeeping. The funds will be used for projects that obtain/demonstrate compliance with those permit requirements. One additional permit area that will require substantial future funding is the impervious area restoration requirement, which will help to demonstrate compliance with the Chesapeake Bay Total Maximum Daily Load (TMDL) requirements (treatment for 20% of unmanaged impervious surfaces within the urbanized area will need to be provided). Compliance will require additional stormwater management projects, such as those funded by the related HW-1508, Water Quality and Nutrient Removal Grant.		 <p data-bbox="808 739 1464 814">Compliance With Comprehensive Plan Section 7.9.1.A.i Develop a comprehensive water quality protection framework for both point and nonpoint sources of pollution. P. 7-30</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	2,636,725	2,636,725							
GIS IMPLEMENTATION/ANALYSIS	85,000	85,000							
CONSTRUCTION	200,000	200,000							
TMDL IDENTIFICATION	50,000	50,000							
DISCHARGE CHARACTERIZATION	32,486	32,486							
MANAGEMENT PROGRAM	100,000	100,000							
PHASE 2 WIP RETROFIT CONSTRUCTION	6,315,300						6,315,300		
TOTAL COSTS	9,419,511	3,104,211					6,315,300		

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	8,891,283	2,575,983						6,315,300	
LOCAL TRANSFER TAX	495,742	495,742							
IMPACT FEES									
GENERAL FUND TRANSFER	32,486	32,486							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	9,419,511	3,104,211					6,315,300		

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title FDR Boulevard (MD4 to Pegg Rd.)	Project Number HW-1202	Classification Highways
<p>Project Description 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 up to thousands of trips per day in portions of the MD 235 corridor. Right-of-way width needed is 80-100'. Project is being completed in 3 phases in the following order: Phase 2 (completed): 0.2 miles between MD 246 to Shangri-La Drive; Phase 1: 1.7 miles between First Colony Blvd and MD 237 in 3 sub-phases (2 phases substantially completed, 3rd phase under construction, to be completed by fall 2018), along with a wetlands mitigation site (completed); Phase 3: 1.8 miles between MD 237 to Pegg Road in 2 phases. The total project is 3.7 miles in length, including a raised 8-20' median with extensive use of traffic calming devices (i.e., Narrow 10-11' wide lanes, chokers and roundabouts), 5' pedestrian / 6' bicycle accommodations, streetscaping / furniture / lighting, especially through residentially developed areas. Phase 3 of the project also includes construction of the Three Notch Trail.</p>		
		<p>Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>

Discussion of Operating Budget Impact
Estimated roadway maintenance costs are between \$2-\$5 per linear foot. At 3.7 miles of construction, this equates to between \$39,000-\$98,000 per year. Utility costs are for electricity (25 LED 80W lights are included in Phase 2), (212 LED 80 W lights in Phase 1) and (200 LED 80W lights in Phase 3). Cost for electric service is estimated at \$4.50 per light per month.

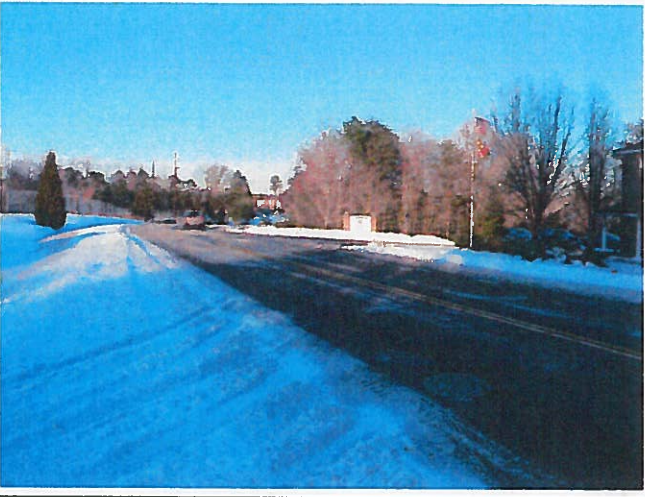
Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	1,600,000	1,600,000							
LAND/ESM'T AQUISITION	5,658,772	5,658,772							
PH1-FIRST COLONY to M237	13,806,800	13,806,800							
PH3- MD237 to PEGG RD	15,215,640	3,537,886	10,362,598	1,315,156					
PH2 - MD246 to SHANGRI LA DR	1,112,000	1,112,000							
WETLANDS MITIG/REFORESTATION	350,000	275,000		75,000					
UTILITY RELOCATION (7-15%)	1,692,814	627,750	524,888	540,176					
MATERIAL TESTING/ INSPECTION (3%)	868,756	412,300	224,952	231,504					
CONSTRUCTION MANAGEMENT	300,000	100,000	100,000	100,000					
CONTINGENCIES (10%)	2,895,570	1,374,050	749,840	771,680					
TOTAL COSTS	43,500,352	28,504,558	11,962,278	3,033,516					

Funding Schedule

	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
COUNTY FUNDS: COUNTY BONDS	39,312,907	24,662,113	11,767,278	2,883,516		
LOCAL TRANSFER TAX	275,200	275,200				
IMPACT FEES	2,907,905	2,607,905	150,000	150,000		
GENERAL FUND TRANSFER	459,340	459,340				
STATE/FEDERAL FUNDS						
FEES IN LIEU/MITIGATION	545,000	500,000	45,000			
TOTAL FUNDS	43,500,352	28,504,558	11,962,278	3,033,516		

Operating Impacts

	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS (HIGHWAY DIVISION)	30,000	30,000				
UTILITIES (COUNTY HWYS ELECTRIC)		10,800				
TOTAL COSTS	30,000	40,800				

Project Title Buck Hewitt Road Sidewalk- North Side	Project Number HW-1403	Classification Highways
Project Description 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).		 <p data-bbox="803 735 1477 850">Compliance With Comprehensive Plan Section 11.5.2.A.i Construct sidewalk networks between neighborhoods, schools, parks and other activity nodes / centers. P. 11-10</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
DESIGN: BUCK HEWITT RD SW	150,000	150,000							
CONSTR: BUCK HEWITT RD S/W	1,084,000	464,000				620,000			
LAND ACQUISITION	15,000	15,000							
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	1,249,000	629,000				620,000			

Funding Schedule

COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	325,000	200,000				125,000			
IMPACT FEES									
GENERAL FUND TRANSFERS									
STATE FUNDS	924,000	429,000				495,000			
TOTAL FUNDS	1,249,000	629,000				620,000			

Operating Impacts


	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTE'S						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Street Lighting & Streetscape Improvements	Project Number HW-1404	Classification Highways
Project Description 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.. Tulagi Place & 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.		 <p data-bbox="803 724 1404 808">Compliance With Comprehensive Plan Section 9.1.1.D Revitalize established business and commercial centers in designated growth areas. P. 9-7</p>
Discussion of Operating Budget Impact Cost for electric service and maint. is approximately \$19-\$20 per light per month if capital costs are included in the billing. For LED 80 Watt retrofits, the operating cost is only about \$4.50 per light per month		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	300,000	180,000		60,000			60,000		
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	300,000	180,000		60,000			60,000		

Funding Schedule										
COUNTY FUNDS: COUNTY BONDS										
LOCAL TRANSFER TAX	240,000	120,000		60,000			60,000			
IMPACT FEES										
GENERAL FUND TRANSFER	60,000	60,000								
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	300,000	180,000		60,000			60,000			


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES (electric)	4,800		4,800			
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS	4,800		4,800			

Project Title Bridge/Culvert Replacement & Repair	Project Number HW-1405	Classification Highways
Project Description Design, replace, rehabilitate, inspect, line and/or upgrade deteriorated/inadequate culvert crossings and outfall channels throughout the County's HighwayMaintenance 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. Upcoming projects include, but are not limited to: Poplar Road, Airport Rd, Friendship School Road, Mechanicsville Road @ Coffee Hill Run, Bayside Rd, Blake Creek Rd, Foley-Mattingly Rd, Lockes Crossing Rd, Mill Cove Rd, Patuxent Blvd, Paul Ellis Rd, Trent Hall Rd, Bishop Rd, Wildewood Pkwy, Conrail Rd, and Harrisburg Ct at Three Notch Trail. The project also includes \$100k per year to begin a new initiative to have routine driveway culvert replacements performed using contract services.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 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 FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	100,000	60,000	20,000			20,000			
LAND ACQUISITION									
CONSTRUCTION/REPAIR	1,275,000	150,000	275,000	275,000	275,000	100,000	100,000	100,000	
WILDWOOD PARKWAY	150,000	150,000							
FRIENDSHIP SCHOOL ROAD	75,000		75,000						
ALL FAITH CHURCH ROAD	60,000						60,000		
BAPTIST CHURCH ROAD	75,000			75,000					
TOTAL COSTS	1,735,000	360,000	370,000	350,000	275,000	120,000	160,000	100,000	

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	1,280,000		370,000	275,000	275,000	100,000	160,000	100,000	
LOCAL TRANSFER TAX	435,000	340,000		75,000		20,000			
IMPACT FEES									
GENERAL FUND TRANSFER	20,000	20,000							
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	1,735,000	360,000	370,000	350,000	275,000	120,000	160,000	100,000	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Retrofit Sidewalk Program	Project Number HW-1503	Classification Highways
Project Description 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. 2019 funding includes S. Shangri-La Drive retrofit project between MD 246 and Willows Road.		 <p data-bbox="803 735 1461 808">Compliance With Comprehensive Plan Section 11.5.2.A.i Construct sidewalk networks between neighborhoods, schools, parks and other activity nodes / centers. P. 11-10</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ASSESSMENT	120,000	120,000							
RETROFIT CONSTRUCTION	1,700,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	
UTILITIES									
EQUIPMENT									
OTHER									
Design	180,000		30,000	30,000	30,000	30,000	30,000	30,000	
TOTAL COSTS	2,000,000	320,000	280,000	280,000	280,000	280,000	280,000	280,000	

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	1,180,000		280,000	280,000	30,000	280,000	30,000	280,000	
LOCAL TRANSFER TAX	820,000	320,000			250,000		250,000		
IMPACT FEES									
GENERAL FUNDS TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,000,000	320,000	280,000	280,000	280,000	280,000	280,000	280,000	

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Roadway Base Widening & Repair	Project Number HW-1507	Classification Highways
Project Description 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.		
Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1		
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHEOLOGY/ENGINEERING	75,000	50,000			25,000				
LAND ACQUISITION									
CONSTRUCTION	815,000	573,500			241,500				
DEMOLITION									
INSPECTION/TESTING									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	890,000	623,500			266,500				

Funding Schedule

COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	890,000	623,500			266,500				
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	890,000	623,500			266,500				

Operating Impacts


	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Asphalt Overlay	Project Number HW-1901	Classification Highways
Project Description 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 data-bbox="803 737 1474 850"> Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2019	FY2020	FY2021	FY2022	FY2023	
ARCHITECT/ENGINEERING (PMP)									
LAND ACQUISITION									
CONSTRUCTION	16,354,875		2,704,875	2,730,000	2,730,000	2,730,000	2,730,000	2,730,000	
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT RENTAL	3,120,000		520,000	520,000	520,000	520,000	520,000	520,000	
TOTAL COSTS	19,474,875		3,224,875	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	

Funding Schedule										
COUNTY FUNDS: COUNTY BONDS	13,737,689		3,224,875	3,250,000	3,250,000	1,522,000	2,490,814			
LOCAL TRANSFER TAX	5,737,186					1,728,000	759,186	3,250,000		
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	19,474,875		3,224,875	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000		

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING- FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Modified Seal Surface Treatment	Project Number HW-1902	Classification Highways
Project Description 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 / lf) 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 us \$1.635/sy (varied from \$1.39/sy to \$169/sy in the past 5 years). Approximately 35-40 miles of road are now sealed throughout the County on an annual basis.		 <p data-bbox="808 737 1419 835"> Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1 </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	3,624,000		604,000	604,000	604,000	604,000	604,000	604,000	
DEMOLITION									
INSPECTION/TESTING									
UTILITIES									
OTHER (CRACKSEALING)	120,000		20,000	20,000	20,000	20,000	20,000	20,000	
OTHER (BERM REMOVAL)	300,000		50,000	50,000	50,000	50,000	50,000	50,000	
TOTAL COSTS	4,044,000		674,000	674,000	674,000	674,000	674,000	674,000	

Funding Schedule

COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	4,044,000		674,000	674,000	674,000	674,000	674,000	674,000	
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	4,044,000		674,000	674,000	674,000	674,000	674,000	674,000	

Operating Impacts

	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						


Project Title Roadway Safety Improvements	Project Number HW-1903	Classification Highways
Project Description 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.		
Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2019	FY2020	FY2021	FY2022	FY2023	
ARCHITECT/ENGINEERING	80,000				40,000		40,000		
LAND ACQUISITION									
CONSTRUCTION	260,000		260,000						
GUARDRAIL ENDSECTION RETRO	200,000			100,000	100,000				
INSPECTION/TESTING									
UTILITIES									
EQUIPMENT									
TOTAL COSTS	540,000		260,000	140,000	100,000	40,000			

Funding Schedule

COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	540,000		260,000	140,000	100,000	40,000			
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	540,000		260,000	140,000	100,000	40,000			


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Mattapany Road	Project Number HW-1904	Classification Highways
Project Description Archeological study, survey, and 30% plans for widening and realigning Mattapany Road to minor collector standards between MD 5 and St. Mary's College eastern boundary (0.6 miles). Includes coordination with historic St. Mary's City to identify and minimize disturbance to archeological resources, as well as initial coordination with other State and Federal agencies. Mattapany Rd has been widened between the eastern College boundary and MD 235 in the past.		 <p data-bbox="805 741 1466 842"> Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2019	FY2020	FY2021	FY2022	FY2023	
DESIGN/ENGINEERING	250,000		250,000						
CONSTRUCTION									
UTILITY RELOCATION									
MATERIAL TESTING									
CONTINGENCIES									
TOTAL COSTS	250,000		250,000						

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	250,000		250,000							
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	250,000		250,000							


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
TOTAL COSTS						

Project Title Essex South Drainage Rehabilitation	Project Number HW-1905	Classification Highways
Project Description Relining or replacement of deteriorated drainage system in the Essex South neighborhood, on Bryan Ct., Hilary Ct, Panters Ct, and Mary Margaret Ct. Assumes rehabilitation of all 18 inlets, and 50% rehabilitation of 1606 lf of 15" pipe, 167 lf of 18" pipe, 147 lf of 24" pipe, 25 lf of 27" pipe, and 320 lf of 30" pipe.		 <p data-bbox="805 741 1373 821">Compliance With Comprehensive Plan Section 11.7.1.B.ii.c Address existing storm conveyance systems/bridge structures that are inadequate to handle the runoff. Page 11-12</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
CONSTRUCTION	100,000		100,000						
UTILITY RELOCATION									
MATERIAL TESTING									
CONTINGENCIES									
TOTAL COSTS	100,000		100,000						

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	100,000		100,000							
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	100,000		100,000							


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
TOTAL COSTS						

Project Title Southampton Neighborhood Revitalization	Project Number HW-2001	Classification Highways
Project Description 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, utility 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 l.f.). Phase 2 includes a portion of Lincoln Avenue and Southampton Drive, Cambridge Avenue, Brighton Avenue (2,364 l.f.). Phase 3, formerly known as Carver Heights, includes a portion of Lincoln Avenue and Thurman Davis Lane (2,186 l.f.).		 <p data-bbox="803 745 1437 850"> Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
PHASE 1- DESIGN/SURVEY	180,000			180,000					
CONSTRUCTION	3,200,000						1,500,000		1,700,000
UTILITY RELOCATION (7%)	224,000						105,000		119,000
MATERIAL TESTING/INSPECTION (3%)	96,000						45,000		51,000
CONTINGENCIES(10%)	320,000						150,000		170,000
PHASE 2-DESIGN/SURVEY	204,000			204,000					
PHASE 3- DESIGN/SURVEY	195,000			195,000					
TOTAL COSTS	4,419,000			579,000			1,800,000		2,040,000

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	4,419,000				579,000		1,800,000		2,040,000	
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	4,419,000				579,000		1,800,000		2,040,000	

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title College of Southern Maryland/Government Center Interparcel Access	Project Number HW-2101	Classification Highways
Project Description 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 alignment 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.		 <p data-bbox="797 764 1471 842">Compliance With Comprehensive Plan Section 11.3.2.A.i.d In growth areas, create local roads parallel to arterial routes to reduce peak traffic flow. P. 11-2</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	212,250				212,250				
LAND ACQUISITION									
CONSTRUCTION	1,340,000						1,340,000		
DEMOLITION									
INSPECTION/TESTING(2%)	15,000						15,000		
UTILITIES (4%)									
OTHER (SWM)	60,000						60,000		
TOTAL COSTS	1,627,250				212,250		1,415,000		

Funding Schedule

COUNTY FUNDS: COUNTY BONDS	1,177,250				62,250		1,115,000		
LOCAL TRANSFER TAX									
IMPACT FEES	450,000				150,000		300,000		
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,627,250				212,250		1,415,000		

Operating Impacts


	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title St. Jerome's Creek Jetties	Project Number MA-1101	Classification Marine
Project Description 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 '06, dredging 66,000 cubic yards and lease of Dredge Material Placement (DMP) site. Bathymetric data collected by the ACoE modeled shoaling, wave, littoral drift patterns, shoaling rates and channel elevation data between '91-'09 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 MA-1702 funded an emergency dredge of the Federal Channel in December '17.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 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
				FY2019	FY2020	FY2021	FY2022	FY2023	
COMPLETE FEASIBILITY STUDY	43,250	43,250							
PLANS & SPECIFICATIONS									
LAND ACQUISITION/LERRD									
CONSTRUCTION OF JETTIES	4,798,377					4,798,377			
US TREASURY PAYBACK									
DMP SITE LEASE/CLOSEOUT	705,000	125,000	130,000						450,000
TOTAL COSTS	5,546,627	168,250	130,000			4,798,377			450,000

Funding Schedule										
COUNTY FUNDS: COUNTY BONDS	1,059,838		130,000		479,838					450,000
LOCAL TRANSFER TAX	168,250	168,250								
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
FEDERAL FUNDS CONSTRUCTION	4,318,539				4,318,539					
TOTAL FUNDS	5,546,627	168,250	130,000		4,798,377					450,000

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL & OIL						
TOTAL COSTS						

Project Title St. Patrick Creek Maintenance Dredge	Project Number MA-1801	Classification Marine
Project Description 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.		
		Compliance With Comprehensive Plan Section 9.1.5 Encourage recreation oriented businesses.P. 9-10
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2019	FY2020	FY2021	FY2022	FY2023	
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%)									
TOTAL COSTS	940,000	140,000	100,000	600,000	100,000				

Funding Schedule

	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS										
LOCAL TRANSFER TAX	100,000					100,000				
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS	100,000		100,000							
FEDERAL FUNDS	740,000	140,000		600,000						
OTHER SOURCES										
TOTAL FUNDS	940,000	140,000	100,000	600,000	100,000					

Operating Impacts


	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL & OIL						
TOTAL COSTS						

Project Title South Sandgates Revetment	Project Number MA-1802	Classification Marine
<p>Project Description Design and construct approximately 200 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 is based on the FY2013 \$500 per linear foot cost and are escalated at 2.5% to FY2019 (\$580 / l.f.). 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 Shore Erosion Control Program may have funds available for non-structural shoreline erosion control projects on public lands. This DNR is usually provided by 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.</p>		
		<p>Compliance With Comprehensive Plan Section 5.9.1 Facilitate and manage installation of shoreline erosion control measures.P. 5-18</p>
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	20,000	20,000							
LAND ACQUISITION									
CONSTRUCTION	116,000		116,000						
INSPECTION	9,300		9,300						
DMP SITE LEASE									
CRITICRITICAL AREA MITIGATION	15,000		15,000						
TOTAL COSTS	160,300	20,000	140,300						

Funding Schedule										
COUNTYFUNDS: COUNTY BONDS										
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE LOAN FUNDS	160,300	20,000	140,300							
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	160,300	20,000	140,300							


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL AND OIL						
TOTAL COSTS						

Project Title Parking and Site Improvements	Project Number PF-1605	Classification Public Facilities
Project Description 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.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 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

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
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						
TOTAL COSTS	901,500	376,500	100,000	200,000	135,000		90,000		

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS										
LOCAL TRANSFER TAX	787,000	262,000	100,000	200,000	135,000			90,000		
IMPACT FEES										
GENERAL FUND TRANSFER	114,500	114,500								
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	901,500	376,500	100,000	200,000	135,000			90,000		

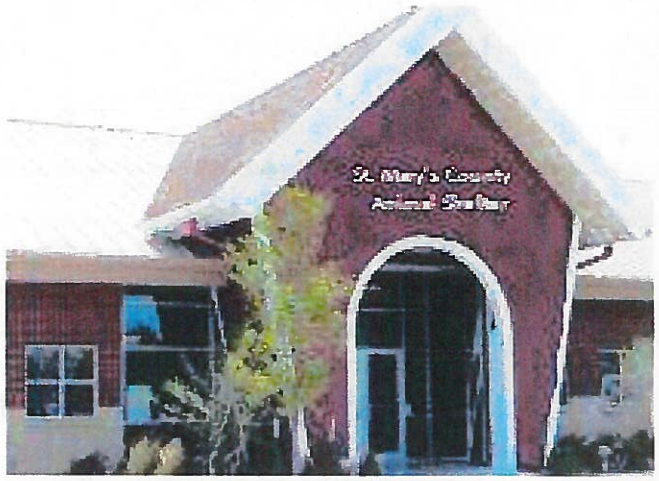
Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
IMPACTON ANNUAL OPERATING BUDGET						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER (DESCRIBE SIGNIFICANT ITEMS)						
TOTAL COSTS						

Project Title Northern Senior Activity Center Addition	Project Number PF-1702	Classification Public Facilities
<p>Project Description This project will add health and fitness program space to the Northern Senior Activity Center. During the initial planning phases of the 2001 project, the facility was envisioned to be a 19,350 square foot structure, based upon the Calvert Pines facility in Calvert County. However the project was never funded to construct that size of a facility. The current building was constructed in 2005 within the previously approved budget at 11,840 square feet. The original 2001 program request was for an exercise room large enough to handle classes and some workout equipment. The existing room is approximately 21' x 20' (420 square feet), which is not adequate to meet a dual function for classes and equipment. A dedicated fitness room at least 1,600 (40, x 40') net assignable square feet (2,544 gs) is needed to provide health/wellness/exercise programs to address scheduling, space and privacy needs associate with the senior center programming efforts. More fitness outreach is not possible because space and schedules restrict the ability to provide regular offerings at the times best suited to hold classes or to offer higher level movement-based programs.</p>		
		<p>Compliance With Comprehensive Plan Section 10.2.2.B Meet the existing and future demands of the population for community and social services. P. 10-3</p>
<p>Discussion of Operating Budget Impact Additional maintenance, custodial care, and utilities will be required. For planning purposes, anticipated figures were developed based on pro-rated costs from the Northern Senior Center facility.</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	96,000	96,000							
CONSTRUCTION/SITWORK	670,000		670,000						
ESCALATION (2% PER YEAR)	27,000		27,000						
CONSTR MGMT & TESTING	46,000		46,000						
FURNITURE & EQUIPMENT	58,000		58,000						
OTHER COSTS (10% CONT & 3% BONDS)	91,000		91,000						
TOTAL COSTS	988,000	96,000	892,000						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	988,000	96,000	892,000						
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	988,000	96,000	892,000						


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES (Custodial)			2,120			
OTHER COSTS (alarm/fire ext./pest contr.)			1,130			
UTILITIES(WATER, SEWER, ELECTRIC. ETC)			6,100			
FURNITURE & EQUIPMENT						
OTHER (IT)			9,350			
TOTAL COSTS			18,700			

Project Title St. Mary's County Animal Shelter New Building	Project Number PF-1705	Classification Public Facilities
Project Description 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 DEST 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. Therefore, the 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 \$50,000.		 <p data-bbox="808 739 1463 821"> Compliance With Comprehensive Plan Section 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>
Discussion of Operating Budget Impact 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
			FY2019	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	50,000			50,000					
EQUIPMENT	36,000			36,000					
TOTAL COSTS	5,548,420	280,000		5,268,420					

Funding Schedule									
COUNTY BONDS	5,268,420			5,268,420					
FEDERAL FUNDS									
LOCAL TRANSFER TAX	280,000	280,000							
IMPACT FEES									
STATE FUNDS									
GENERAL FUND TRANSFER									
OTHER SOURCES									
TOTAL FUNDS	5,548,420	280,000		5,268,420					


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs			13			
PERSONAL SERVICES COSTS			753,660			
UTILITIES			28,000			
SUPPLIES & MATERIALS			34,600			
FURNITURE & EQUIPMENT			36,000			
CONTRACTED SERVICES						
TOTAL COSTS			852,260			

Project Title Adult Detention Center Upgrades, Housing and Medical Units	Project Number PF-1706	Classification Public Facilities
Project Description 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. Timing to request State funds: Facility Program Part I - Project Justification (Aug 2016), Facility Program Part II - Detailed Project Description (March 2017), Grant Funding Request (June 2017), State Public Hearings (Sept 2017), State decision on funding (April 2018)		 <p data-bbox="808 766 1461 850">Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2</p>
Discussion of Operating Budget Impact The costs for the relocation of inmates during construction is \$150 per inmate / day. FY 2020 funding request includes 13-FTE's @ an estimated \$104,901 each. FY2021 reflects balance of 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
				FY2019	FY2020	FY2021	FY2022	FY2023	
ARCHITECT/ENGINEERING	954,569	954,569							
CONSTRUCTION/SITE WORK	13,835,575			13,835,575					
CONST MGMT	1,008,000	31,000	477,000	500,000					
TOWN EDU IMPACT FEES	426,569				426,569				
RENOVATIONS/REPLACEMENTS	1,048,790				1,048,790				
SECURITY / HVAC UPGRADES	8,667,720				8,667,720				
TOTAL COSTS	25,941,223	985,569	477,000	14,335,575	10,143,079				

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	15,810,696	492,784	238,500	7,167,788	7,911,624				
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS	10,130,527	492,785	238,500	7,167,787	2,231,455				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	25,941,223	985,569	477,000	14,335,575	10,143,079				

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
PERSONNEL SERVICES -FTEs (\$104,901X26)		1,363,713	1,363,713			
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			
TOTAL COSTS		1,363,713	3,028,724			

Project Title Health Department Renovations	Project Number PF-1803	Classification Public Facilities
Project Description 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 Design Solicitation: September 2018 Design Award: January 2019 Design: February - October 2019		
		Compliance With Comprehensive Plan Section 10.2.2.B Meet the existing and future demands of the population for community and social services. P. 10-3

Discussion of Operating Budget Impact

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
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	282,000		282,000						
LAND ACQUISITION									
RENOVATION/RETROFIT	2,100,000					2,100,000			
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			
TOTAL COSTS	2,987,000		282,000			2,600,500	104,500		

Funding Schedule

COUNTY FUNDS: COUNTY BONDS	2,987,000		282,000		2,600,500	104,500			
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS (State Bond Bill)									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,987,000		282,000		2,600,500	104,500			

Operating Impacts

	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
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)						
TOTAL COSTS			94,000			

Project Title Airport Improvements	Project Number PF-1809	Classification Public Facilities
<p>Project Description</p> <p>Airport Master Plan - This project provides for numerous Master Plan improvements at the St. Mary's County Regional Airport. Improvements are directly correlated with the completion of the Environmental Assessment (2007) and Wetland Mitigation projects (2013). The projects listed are eligible for 90% Federal, 5% State, and 5% County funding. As these projects are approved by the Federal Aviation Administration (FAA) during the federal grant budget cycle, the County will establish separate purchase orders under this project for reimbursement and tracking purposes.</p> <p>Airport Improvements - This project provides for numerous capital improvements at the St. Mary's County Regional Airport. Several projects are necessary to maintain safety, manage risk, and improve operations. These projects are 100% County funded, and are not expected to be eligible for grant funding via the Federal Aviation Administration (FAA) Airport Capital Improvement Plan (ACIP), but are not high enough of a priority to be included in annual Federal allocations.</p>		
		<p>Compliance With Comprehensive Plan Section 11.4.4.A.i Continue to support the expansion of the airport. P. 11-7</p>
<p>Discussion of Operating Budget Impact</p> <p>A full time airport manager position has been requested and approved as part of the FY2019 budget submission due to the significant increase in capital planning and economic development responsibilities related to the airport.</p>		

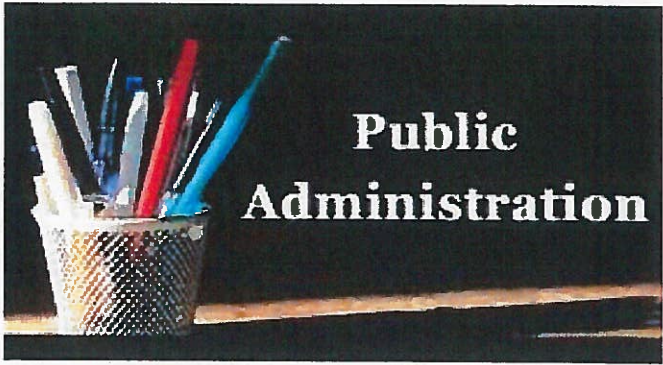
Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT / ENGINEERING	264,560	14,560		250,000					
CONSTRUCTION - AIRFIELD	4,247,136	247,136	4,000,000						
LAND ACQUISITION									
CONSTRUCTION - ROADS	4,748,655	1,348,655		3,400,000					
APRON & RAMP EXP. / REPLACE/OTHER COSTS	3,685,626	87,626	375,000	215,000	3,008,000				
SURVEY / PLATS									
UTILITY EXTENSIONS	520,000				445,000		75,000		
TIE-DOWN REPLACEMENT	15,000					15,000			
LED LIGHTING UPGRADES									
TOTAL COSTS	13,480,977	1,697,977	4,375,000	3,865,000	3,453,000	15,000	75,000		

Funding Schedule

COUNTY BONDS									
LOCAL TRANSFER TAX	2,204,822	349,322	575,000	397,500	793,000	15,000	75,000		
IMPACT FEES									
GENERAL FUND TRANSFER	67,433	67,433							
STATE FUNDS	589,932	67,432	200,000	182,500	140,000				
FEDERAL FUNDS	10,618,790	1,213,790	3,600,000	3,285,000	2,520,000				
TOTAL FUNDS	13,480,977	1,697,977	4,375,000	3,865,000	3,453,000	15,000	75,000		

Operating Impacts

	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs	1					
PERSONAL SERVICES COSTS	97,469					
CONTRACTED SERVICES						
SUPPLIES & MATERIALS	500					
TELEPHONE/CELL PHONE	600					
FURNITURE & EQUIPMENT						
TOTAL COSTS	98,569					

Project Title Public Administration Enterprise Software Upgrade	Project Number PF-1901	Classification Public Facilities
Project Description 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 end-of-life date is 2019. This project provides funding to replace two AS-400's currently in service. 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>Public Administration</p> <p>Compliance With Comprehensive Plan Section 4.5.4.B.vii.e.iv Develop plans to maintain and enhance levels of service for public safety.</p>
Discussion of Operating Budget Impact Since most of these modules are currently operational, the maintenance costs for the existing applications is 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
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING/SURVEY									
LAND ACQUISITION									
CONSTRUCTION/SITWORK									
FURNITURE & EQUIPMENT	200,000		200,000						
OTHER	2,800,000		800,000		2,000,000				
TOTAL COSTS	3,000,000		1,000,000		2,000,000				

Funding Schedule

COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER	3,000,000		1,000,000		2,000,000				
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCE TRI COUNTY COUNCIL									
TOTAL FUNDS	3,000,000		1,000,000		2,000,000				

Operating Impacts


	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs			1			
PERSONAL SERVICES COSTS			88,000			
SOFTWARE MAINTENANCE						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS			88,000			

Project Title Salt Storage Facility Replacement	Project Number PF-1902	Classification Public Facilities
<p>Project Description 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 it's current condition, the facility can only be filled to approximately half it's 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 (ie. 3,000-4,000 tons).</p>		
		<p>Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2</p>
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING/SURVEY	50,000		50,000						
LAND ACQUISITION									
CONSTRUCTION/SITWORK	735,500					735,500			
ADJACENT LEAN-TO STORAGE	157,600					157,600			
FURNITURE & EQUIPMENT									
OTHER (SWM/passive vent system)	157,600					157,600			
TOTAL COSTS	1,100,700		50,000			1,050,700			

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	1,100,700		50,000			1,050,700				
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	1,100,700		50,000			1,050,700				

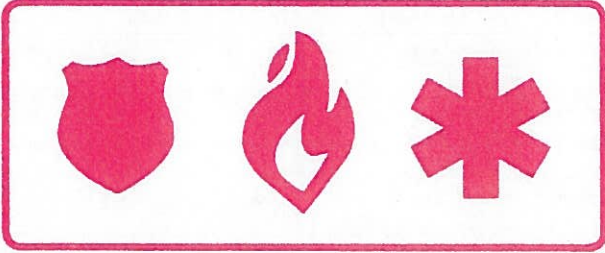
Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Energy Efficiency and Conservation Projects	Project Number PF-1903	Classification PUBLIC FACILITIES
<p>Project Description This project provides funding for energy conservation projects intended to help achieve reductions in energy consumption for County facilities. Projects have been established according to Energy Conservation Measures (ECM's) based upon the 2014 Level I Energy Audits. Major ECM classifications include HVAC, Lighting, Building Envelope, Electrical Load Management, and Water Conservation.</p> <p>FY2019 projects include: Lighting ECM's: Replace existing parking lot lighting with LED fixtures at the Chancellors Run Activity Center and the Lexington Park Library - \$25,000; Replace existing sidewalk lighting with LED fixtures at the Adult Detention Center - \$15,000.</p>		
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
DESIGN									
CONSULTING SERVICES									
HVAC ECM's									
LIGHTING ECM's	40,000		40,000						
BLDG ENVELOPE ECM's									
LOAD MANAGEMENT ECM's									
WATER CONSERVATION ECM's									
TOTAL COSTS	40,000		40,000						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	40,000		40,000						
IMPACT FEES									
GENERAL FUND TRANSFER									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	40,000		40,000						


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
OTHER						
TOTAL COSTS						

Project Title Fire & Rescue Revolving Loan Fund	Project Number PF-1906	Classification Public Facilities																																																							
Project Description Volunteer Fire Departments and Rescue Squads have submitted their plan for FY2019 to FY2024 which outlines the expected loan requests they will make from the Revolving Loan Fund maintained by the County.																																																									
<table border="1"> <thead> <tr> <th></th> <th>FY19</th> <th>FY20</th> <th>FY21</th> <th>FY22</th> <th>FY23</th> <th>FY24</th> <th></th> </tr> </thead> <tbody> <tr> <td>BDVFD</td> <td></td> <td></td> <td></td> <td></td> <td>810,000</td> <td></td> <td>RS</td> </tr> <tr> <td>MVRS</td> <td>280,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>RS</td> </tr> <tr> <td>HVRS</td> <td>337,370</td> <td></td> <td></td> <td></td> <td></td> <td>375,000</td> <td>RS</td> </tr> <tr> <td>2DVRSFD</td> <td></td> <td>1,750,000</td> <td></td> <td></td> <td></td> <td></td> <td>BLD</td> </tr> <tr> <td>Ridge VRS</td> <td>140,000</td> <td></td> <td>145,000</td> <td></td> <td></td> <td></td> <td>RS</td> </tr> <tr> <td>TOTAL</td> <td>757,370</td> <td>1,750,000</td> <td>0</td> <td>145,000</td> <td>810,000</td> <td>375,000</td> <td></td> </tr> </tbody> </table>				FY19	FY20	FY21	FY22	FY23	FY24		BDVFD					810,000		RS	MVRS	280,000						RS	HVRS	337,370					375,000	RS	2DVRSFD		1,750,000					BLD	Ridge VRS	140,000		145,000				RS	TOTAL	757,370	1,750,000	0	145,000	810,000	375,000
	FY19	FY20	FY21	FY22	FY23	FY24																																																			
BDVFD					810,000		RS																																																		
MVRS	280,000						RS																																																		
HVRS	337,370					375,000	RS																																																		
2DVRSFD		1,750,000					BLD																																																		
Ridge VRS	140,000		145,000				RS																																																		
TOTAL	757,370	1,750,000	0	145,000	810,000	375,000																																																			
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2																																																							

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING									
CONSTRUCTION	1,150,000		150,000	1,000,000					
LAND ACQUISITION									
INSPECTION									
DEMOLITION									
UTILITIES									
EQUIPMENT/ROLLING STOCK									
TOTAL COSTS	1,150,000		150,000	1,000,000					

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS										
LOCAL TRANSFER TAX	1,150,000		150,000	1,000,000						
IMPACT FEES										
GENERAL FUND TRANSFER										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	1,150,000		150,000	1,000,000						


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Building Maintenance and Repair Projects- Critical	Project Number PF-1907	Classification Public Facilities
Project Description 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. FY2018: Full replacement of old metal frame and single pane windows at Old Carver School - \$160,000. HVAC computerized control system upgrade for the Patuxent Building - \$100,000. Replace HVAC equipment at Public Safety facility - \$86,000. Replace air handler and HVAC equipment at u/gemergency communications backup center - \$125,000. Unanticipated Repairs - \$20,000. FY2019 Old Carver School roof replacement - \$200,000. Old Carver School chiller replacement - \$125,000. Old Hollywood School Heat pump replacements - \$115,000. Navy Museum Building B metal roof resurfacing that wasn't included in remodel - \$80,000. Unanticipated repairs - \$20,000. FY2020: Leonard Hall Drill Hall (Rec Center) - \$60K and Old Lexington Park Library window replacements - \$40K. St. Clements Island Museum replace gutters, downspouts and decking - \$36,000. Reseal and recoat metal roofs at Charlotte Hall Library and Wicomico Building - \$50,000. Transportation Building roof replacement - \$35,000. Old Hollywood heat pumps - \$112,500. HVAC computerized control system upgrade for the Old Carver Elementary School - \$50,000. Unanticipated Repairs - \$20,000.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 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

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
WINDOW REPLACEMENT	215,000			100,000	25,000			90,000	
ALARM SYSTEMS	50,000			50,000					
HVAC- CONST	411,300		240,000	112,000	19,300			40,000	
ROOF/GUTTER-CONST	1,057,000		280,000	121,000	70,000	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	170,000	
TOTAL COSTS	2,153,300		540,000	403,000	134,300	373,000	403,000	300,000	

Funding Schedule										
COUNTY FUNDS: COUNTY BONDS										
LOCAL TRANSFER TAX	2,153,300		540,000	403,000	134,300	373,000	403,000	300,000		
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES- LGIT										
TOTAL FUNDS	2,153,300		540,000	403,000	134,300	373,000	403,000	300,000		


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACT SVS-Alarm Monitoring @\$30/mo/bldg						
UTILITIES (propane)						
UTILITIES (water)						
OTHER						
TOTAL COSTS						

Project Title Building Maintenance and Repair Projects- Programmatic	Project Number PF-1908	Classification Public Facilities
Project Description 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.		 <p data-bbox="797 768 1433 869">Compliance With Comprehensive Plan Section 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>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING									
CONSTRUCTION	55,000		55,000						
CARPET/TILE REPLACE	635,000			150,000				185,000	300,000
PAINTING/CARPENTRY	380,000		140,000		160,000				80,000
SAFETY/SECURITY	212,000		40,000	62,000			35,000	75,000	
EQUIPMENT (INCLUDES LIGHTING)	200,000						200,000		
CODE COMPLIANCE	257,000		57,000	50,000	50,000	50,000	50,000		
OTHER (unanticipated, repairs & H2O heater replace)	90,000		15,000	15,000	15,000	15,000	15,000		15,000
TOTAL COSTS	1,829,000		307,000	277,000	225,000	300,000	325,000	395,000	

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	1,829,000		307,000	277,000	225,000	300,000	325,000	395,000	
IMPACT FEES									
GENERAL FUND TRANSFER									
FEDERAL FUNDS									
STATE FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,829,000		307,000	277,000	225,000	300,000	325,000	395,000	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES (electric)						
OTHER (describe significant items)						
TOTAL COSTS						

Project Title Public Safety Computer Aided Dispatch Replacement/Enhancement Project	Project Number PF-1909	Classification Public Facilities
Project Description 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.		 <p data-bbox="795 766 1453 871">Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P.10-2</p>
Discussion of Operating Budget Impact Two Grade 9 FTE's (1-FY20, 1-FY21).		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING\SURVEY									
LAND AQUISITION									
CONSTRUCTION\SITE WORK									
FURNITURE & EQUIPMENT									
OTHER	2,000,000			2,000,000					
CONSULTING	85,000		85,000						
TOTAL COSTS	2,085,000		85,000	2,000,000					

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX									
GENERAL FUND TRANSFER	2,085,000		85,000	2,000,000					
STATE FUNDS									
OTHER SOURCE									
TOTAL FUNDS	2,085,000		85,000	2,000,000					

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs		1	1			
PERSONAL SERVICES COSTS		88,000	88,000			
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS		88,000	88,000			

Project Title Leonardtown Armory Renovations	Project Number PF-2101	Classification Public Facilities
<p>Project Description This project programs the funding of future renovations to the former Leonardtown Library for a new tenant(s) after the Library vacates to new quarters. Renovations are anticipated to include electrical / mechanical upgrades, additional security provisions, new lighting, restrooms, and an elevator. On August 7, 2015, the Maryland Historic Trust confirmed that a new MHT approval package must be resubmitted in its entirety once a new building program has been identified. The Leonardtown Armory building has 12,169 net assignable square feet (nasf), with 9,135 on the 1st floor and 3,034 on the 2nd.</p>		 <p>Compliance With Comprehensive Plan Section 10.2.2.A.vi.a.iii Provide adequate satellite office space in growth areas. P. 10-2</p>
<p>Discussion of Operating Budget Impact IT estimates based upon installation of 3 new switches and network cabling in the redesigned facility.</p>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING/SURVEY	361,000				361,000				
ROOF REPLACEMENT-EPDM	191,000						191,000		
CONSTRUCTION/SITWORK	3,005,750						3,005,750		
CONSTRUCTION INSP/MGMT	93,000						93,000		
FURNITURE & EQUIPMENT (IT)	88,000						88,000		
OTHER(CONTINGENCIES)	226,250						226,250		
TOTAL COSTS	3,965,000				361,000	3,604,000			

Funding Schedule

COUNTY FUNDS: COUTY BONDS	3,965,000				361,000	3,604,000			
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,965,000				361,000	3,604,000			

Operating Impacts


	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS				15,000		
UTILITIES						
FURNITURE & EQUIPMENT				45,000		
TOTAL COSTS				60,000		

Project Title Sheriff's Office Headquarters	Project Number PF-2401	Classification PUBLIC FACILITIES
Project Description The 2014 Space Needs Assessment indicates that the Sheriff's Office requires a total of 23,265 SF of program space, which equates to 33,500 SF of construction. Planning assumption is that the new construction will be on County owned property.		 <p data-bbox="797 747 1370 825"> Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P.10-2 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
Design	703,500							100,000	603,500
Construction	10,050,000								10,050,000
Construction Management	703,500								703,500
Network Infrastructure	100,000								100,000
Furnishings & Equipment	1,474,000								1,474,000
TOTAL COSTS	13,031,000							100,000	12,931,000

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	13,031,000								100,000	12,931,000
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	13,031,000								100,000	12,931,000


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Relocatables for Various Sites	Project Number PS-1403	Classification St Mary's County Public Schools
Project Description 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 2019 - 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.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact There will be no change in staffing based on the increased square footage.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	194,000	106,000	22,000	22,000	22,000	22,000	22,000		
CONSTRUCTION	2,322,000	1,006,000	329,000	329,000	329,000	329,000	329,000		
DEMOLITION									
INSPECTION/ PROJ. MGMT	57,500	27,500	7,500	7,500	7,500	7,500	7,500		
UTILITIES	92,500	42,500	12,500	12,500	12,500	12,500	12,500		
EQUIPMENT	70,000	14,000	14,000	14,000	14,000	14,000	14,000		
OTHER									
TOTAL COSTS	2,736,000	1,196,000	385,000	385,000	385,000	385,000	385,000		

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	2,736,000	1,196,000	385,000	385,000	385,000	385,000			
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,736,000	1,196,000	385,000	385,000	385,000	385,000			


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES	8,215	8,215	8,215	8,215		
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS	8,215	8,215	8,215	8,215		

Project Title Aging School Program	Project Number PS-1506	Classification St. Mary's County Public School
Project Description 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.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	35,000	28,000	7,000						
LAND ACQUISITION									
CONSTRUCTION	264,000	211,000	53,000						
DEMOLITION									
INSPECTION/ PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	299,000	239,000	60,000						

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS										
LOCAL TRANSFER TAX	21,000	14,000	7,000							
IMPACT FEES										
GENERAL FUND TRANSFER	14,000	14,000								
STATE FUNDS*	264,000	211,000	53,000							
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	299,000	239,000	60,000							


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING- FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title New Elementary School- Central County	Project Number PS-1605	Classification St. Mary's County Public Schools
Project Description This project is for a new elementary school to meet capacity needs generated by new student growth for planned housing developments in the Lexington Park and Leonardtown development districts. The proposed location of the school is to be in the central portion of the county on the recently acquired Eliff property. The facility will be a 77,628 s.f. facility and have a state rated capacity of 644. The design of Evergreen Elementary School and Captain Walter Francis Duke Elementary School will be repeated to the extent possible, given knowledge gained from those projects, as well as site specific factors. One of these site specific factors, which may dictate design changes, is that the site is located along the Religious Freedom Tour Scenic Byway. Comments from the Maryland Clearinghouse stated that the design for the facility should be coordinated with the Maryland Scenic Byways Program to ensure functionality while maintaining and enhancing the byway's visual quality. This school will be located in the Lexington Park Development District and will be served by public utilities. This project is required to address projected elementary school capacity issues countywide, based on local rated capacity. Even with the completion of the Captain Walter Francis Duke Elementary School, there will still be overcrowding projected countywide at the elementary school level.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact Several administration and support staff would be added mid year in FY 2021 and the remaining in FY 2022. The staffing plan will be updated based on the Educational Specifications and existing staff figures.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	2,361,000	1,043,000		930,000	350,000	38,000			
LAND ACQUISITION									
CONSTRUCTION	32,952,000				16,424,000	16,186,000	342,000		
DEMOLITION									
INSPECTION/PROJ.MGMT	125,000				125,000				
UTILITIES	750,000				750,000				
EQUIPMENT	1,124,000				900,000	224,000			
OTHER CONTINGENCY									
TOTAL COSTS	37,312,000	1,043,000		930,000	18,549,000	16,448,000	342,000		

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	14,464,000				6,670,000	7,794,000			
LOCAL TRANSFER TAX	50,000	50,000							
IMPACT FEES	6,212,000	993,000		930,000	2,970,000	977,000	342,000		
GENERAL FUND TRANSFER									
STATE FUNDS	16,586,000				8,909,000	7,677,000			
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	37,312,000	1,043,000		930,000	18,549,000	16,448,000	342,000		


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs				36		
PERSONAL SERVICES COSTS				1,697,939		
CONTRACTED SERVICES						
SUPPLIES & MATERIALS				893,000		
UTILITIES				234,000		
FURNITURE & EQUIPMENT						
OTHER				46,879		
TOTAL COSTS				2,871,818		

Project Title Park Hall Elementary School - Roof/HVAC Replacement & Sewer Lift Station	Project Number PS-1801	Classification St. Mary's County Public Schools
Project Description 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: 1 water chiller, 2 boilers, 5 rooftop units, 28 unit ventilators, 9 fan coil units, 2 cabinet heaters, making 1 air handling unit OA, 1 five ton system, and 15 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.		
		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
Discussion of Operating Budget Impact 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 FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	502,000	256,000	246,000						
LAND ACQUISITION									
CONSTRUCTION	6,650,000	695,000	4,230,000	1,725,000					
DEMOLITION									
INSPECTION/ PROJ. MGMT	15,000		15,000						
UTILITIES	35,000		35,000						
EQUIPMENT									
TOTAL COSTS	7,202,000	951,000	4,526,000	1,725,000					

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	3,495,000	536,000	2,148,000	811,000					
LOCAL TRANSFER TAX									
IMPACT FEE									
GENERAL FUND TRANSFER									
STATE FUNDS	3,707,000	415,000	2,378,000	914,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	7,202,000	951,000	4,526,000	1,725,000					


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SRVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES			13,810			
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS			13,810			

Project Title Hollywood Elementary School - Roof/HVAC Replacement & Emergency Power	Project Number PS-1802	Classification St. Mary's County Public Schools
Project Description 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.		 <p data-bbox="797 772 1456 848">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact 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
				FY2019	FY2020	FY2021	FY2022	FY2023	
ARCHITECT/ENGINEERING	483,000	241,000	142,000	100,000					
LAND ACQUISITION									
CONSTRUCTION	6,365,000	695,000	4,233,000	1,437,000					
DEMOLITION									
INSPECTION/PROJ. MGMT	15,000		15,000						
UTILITIES	35,000		35,000						
EQUIPMENT									
TOTAL COSTS	6,898,000	936,000	4,425,000	1,537,000					

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	3,343,000	536,000	2,165,000	642,000					
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS	3,555,000	400,000	2,260,000	895,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	6,898,000	936,000	4,425,000	1,537,000					


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES				12,885		
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS				12,885		

Project Title Building Infrastructure-Critical	Project Number PS-1804	Classification St. Mary's County Public Schools
Project Description 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, and well pumps. FY 2019: Town Creek E.S. Oil Tank Replacement - \$110,000, High School Auditorium A/V \$564,000 FY 2020: Benjamin Banneker E.S. Well Pump/Controls - \$73,000, Leonardtown H.S. Stadium Lights/Sound - \$400,000 FY 2021: White Marsh E.S. Plumbing - \$35,000 FY 2022: Margaret Brent M.S. Water Feed - \$75,000, Chopticon H.S. Cooling Tower - \$154,000, Hollywood E.S. Well/Pump - \$50,000 FY 2023: Ridge E.S. Air Handlers - \$264,000 FY 2024: Lettie Marshall Dent E.S. Well Pump Replacement - \$57,000, Green Holly E.S. Lift Station - \$33,000		 <p>Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
				FY2019	FY2020	FY2021	FY2022	FY2023		FY2024
ARCHITECT/ENGINEERING	71,000		35,000	15,000			2,000	15,000	4,000	
LAND ACQUISITION										
CONSTRUCTION	2,220,000	476,000	639,000	458,000	35,000	277,000	277,000	249,000	86,000	
DEMOLITION										
INSPECTION / PROJ. MGMT.										
UTILITIES										
EQUIPMENT										
OTHER -CONTINGENCY										
TOTAL COSTS	2,291,000	476,000	674,000	473,000	35,000	279,000	279,000	264,000	90,000	

Funding Schedule										
COUNTY FUNDS: COUNTY BONDS	564,000		564,000							
LOCAL TRANSFER TAX	1,727,000	476,000	110,000	473,000	35,000	279,000	279,000	264,000	90,000	
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	2,291,000	476,000	674,000	473,000	35,000	279,000	279,000	264,000	90,000	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Building Infrastructure- Programmatic	Project Number PS-1805	Classification St. Mary's County Public Schools
Project Description 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 2019: Park Hall E.S. and Piney Point E.S. Paving - \$440,000 (\$250,000 & \$190,000), Playgrounds - \$280,000, Dynard E.S. Flooring - \$91,000 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 FY 2021: Greenvine Knolls E.S. & Chopticon H.S. Paving - \$820,000 (\$90,000 & \$730,000) & Greenvine Knolls E.S. Flooring - \$90,000 FY 2022: Hollywood E.S., Piney Point E.S., Esperanza M.S., and Chopticon H.S. Flooring - \$529,000 (\$83,000, \$89,000, \$71,000, & \$286,000) FY 2023: Leonardtown H.S. Flooring - \$210,000 FY 2024: Benjamin Banneker E.S. & Leonardtown E.S. Flooring - \$100,000 (\$38,000 & \$62,000) & Benjamin Banneker/Benjamin Banneker Early Childhood Center Paving - \$47,000		 <p>Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	31,000		13,000	9,000	6,000			3,000	
LAND ACQUISITION									
CONSTRUCTION	4,884,000	1,690,000	798,000	609,000	904,000	529,000	210,000	144,000	
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER- CONTINGENCY									
TOTAL COSTS	4,915,000	1,690,000	811,000	618,000	910,000	529,000	210,000	147,000	

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	2,126,000	1,690,000	436,000							
LOCAL TRANSFER TAX	2,789,000		375,000	618,000	910,000	529,000	210,000	147,000		
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	4,915,000	1,690,000	811,000	618,000	910,000	529,000	210,000	147,000		


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Green Holly Elementary School- Partial Roof Replacement	Project Number PS-1902	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the CMP, the roof replacement projects are reviewed. This project will replace approximately 51,740 s.f. 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="800 772 1458 846">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	153,000		153,000						
LAND ACQUISITION									
CONSTRUCTION	1,849,000			1,849,000					
DEMOLITION									
INSPECTION/PROJ.MGMT.	10,000			10,000					
UTILITIES									
EQUIPMENT									
TOTAL COSTS	2,012,000		153,000	1,859,000					

Funding Schedule									
	Total Project	Prior Approval	Budget FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	1,153,000		153,000	1,000,000					
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS	859,000			859,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,012,000		153,000	1,859,000					


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Great Mills High School- Partial Roof Replacement	Project Number PS-1903	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the CMP, the roof replacement projects are reviewed. This project will replace approximately 90,982 s.f. 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="800 772 1458 846"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	225,000			225,000					
LAND ACQUISITION									
CONSTRUCTION	3,281,562			1,741,562	1,540,000				
DEMOLITION									
INSPECTION/PROJ. MGMT.	10,000			10,000					
UTILITIES									
EQUIPMENT									
TOTAL COSTS	3,516,562			1,976,562	1,540,000				

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	1,783,000			243,000	1,540,000				
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS	1,733,562			1,733,562					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,516,562			1,976,562	1,540,000				


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Green Holly Elementary School -Switch Gear & HVAC Replacement	Project Number PS-1904	Classification St. Mary's County Public Schools
Project Description This project is for the replacement of the electrical switchgear in the 1973 portion of the Green Holly Elementary School building, 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. The project includes local funding for completion of a study and partial design in FY 2019 in advance of the project.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 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
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	288,000		125,000	163,000					
LAND ACQUISITION									
CONSTRUCTION	3,459,000			285,000	3,174,000				
DEMOLITION									
INSPECTION /PROJ. MGMT.	10,000			10,000					
UTILITIES	25,000			25,000					
EQUIPMENT									
TOTAL COSTS	3,782,000		125,000	483,000	3,174,000				

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	2,316,000		125,000	225,000	1,966,000				
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS	1,466,000			258,000	1,208,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,782,000		125,000	483,000	3,174,000				


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Dynard Elementary School -Roof/HVAC Replacement & Emergency Power	Project Number PS-1905	Classification St. Mary's County Public Schools
Project Description 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 s.f. 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. This project includes local funding for completion of a study and partial design in FY 2019 in advance of the project.		 <p data-bbox="797 772 1455 850">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact 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
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	432,000		265,000	167,000					
LAND ACQUISITION									
CONSTRUCTION	5,447,000			963,000	4,484,000				
DEMOLITION									
INSPECTION/PROJ. MGMT.	15,000			15,000					
UTILITIES	46,000			46,000					
EQUIPMENT									
TOTAL COSTS	5,940,000		265,000	1,191,000	4,484,000				

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	3,536,000		265,000	250,000	3,021,000				
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS	2,404,000			941,000	1,463,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	5,940,000		265,000	1,191,000	4,484,000				


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES				11,933		
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS				11,933		

Project Title Lettie Marshall Dent Elementary School - Addition, HVAC, Electrical & Tank	Project Number PS-2101	Classification St. Mary's County Public Schools
Project Description This project includes an addition of 17,904 s.f., with an increased capacity of 138 seats. These additional seats will address the overcrowding at Lettie Marshall Dent, Mechanicsville, and White Marsh elementary schools. 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. A transfer switch will be installed that will allow for large roll-off generators to power essential portions of the building. Replacement of the existing underground fuel tank. Maintenance monitors the HVAC system and provides repairs on an as-needed basis, pending the replacement.		 <p data-bbox="799 772 1455 850">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	503,000				503,000				
LAND ACQUISITION									
CONSTRUCTION	6,356,000					5,256,000	1,100,000		
DEMOLITION									
INSPECTION/PROJ.MGMT.	15,000					15,000			
UTILITIES	55,000					55,000			
EQUIPMENT									
TOTAL COSTS	6,929,000				503,000	5,326,000	1,100,000		

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	3,903,000				503,000	3,400,000			
LOCAL TRANSFER TAX									
IMPACT FEES	323,000					323,000			
GENERAL FUND TRANSFER									
STATE FUNDS	2,703,000					1,603,000	1,100,000		
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	6,929,000				503,000	5,326,000	1,100,000		


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Secondary Capacity Option Study	Project Number PS-2102	Classification St. Mary's County Public Schools
Project Description This project is for a study of the secondary capacity needs countywide and development of options for a long-term solution to those needs. It will include an analysis of enrollment and projections, review of methods to incorporate new secondary capacity, and system specific options for expansion and/or new facilities. The analysis will cover middle school and high school student needs and options.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	35,000				35,000				
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	35,000				35,000				

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS									
LOCAL TRANSFER TAX	35,000				35,000				
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	35,000				35,000				

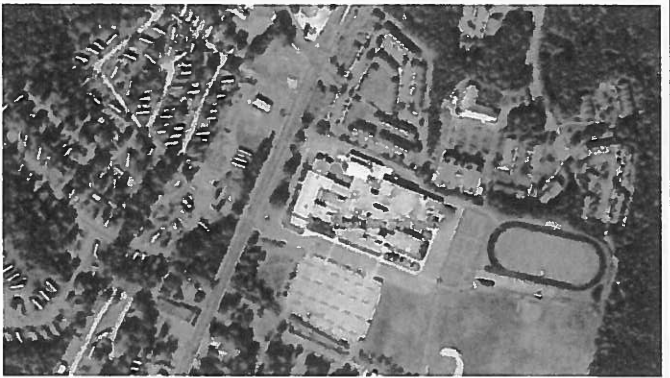
Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Mechanicsville Elementary School - Modernization	Project Number PS-2103	Classification St. Mary's County Public Schools
Project Description 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="803 772 1412 850">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	638,000					331,000	307,000		
LAND ACQUISITION									
CONSTRUCTION	8,272,000						2,542,000	3,230,000	2,500,000
DEMOLITION									
INSPECTION/PROJ. MGMT.	20,000						10,000	10,000	
UTILITIES	30,000						15,000	15,000	
EQUIPMENT	375,000						300,000	75,000	
TOTAL COSTS	9,335,000					331,000	3,174,000	3,330,000	2,500,000

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	6,087,000					331,000	330,000	2,926,000	2,500,000	
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS	3,248,000						2,844,000	404,000		
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	9,335,000					331,000	3,174,000	3,330,000	2,500,000	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Great Mills High School - Partial Roof Replacement	Project Number PS-2302	Classification St. Mary's County Public Schools
Project Description 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 s.f. 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.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024		
ARCHITECT/ENGINEERING	418,000							225,000	193,000	
LAND ACQUISITION										
CONSTRUCTION	4,342,000								3,297,000	1,045,000
DEMOLITION										
INSPECTION/PROJ. MGMT	10,000								10,000	
UTILITIES										
EQUIPMENT										
OTHER										
TOTAL COSTS	4,770,000							225,000	3,500,000	1,045,000

Funding Schedule										
COUNTY FUNDS: COUNTY BONDS	2,683,000							225,000	2,000,000	458,000
LOCAL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS	2,087,000								1,500,000	587,000
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	4,770,000							225,000	3,500,000	1,045,000


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs						
SUPPLIES & MATERIALS						
PERSONAL SERVICES COSTS						
UTILITIES						
TOTAL COSTS						

Project Title New Middle & High School Facility	Project Number PS-2401	Classification St. Mary's County Public Schools
Project Description This project is for a new multi-grade facility to meet capacity needs generated by new student growth for planned housing developments in the central portion of the county and the Leonardtown development district. The proposed location of the school is to be in the central portion of the county. The facility will address the overcrowding at the middle school and high school level. Over the next few years as enrollment continues to increase, the project will be further defined as all options are considered. A local study is being conducted in FY 2021 to review options. During the master plan design for any future secondary facility, consideration will be given to future expansion options. At this time enrollment projections would support 509 middle school seats and 608 high school seats.		 <p data-bbox="803 745 1458 829">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2019	5-Year Capital Plan					Balance to Complete
				FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	5,893,000							2,243,000	3,650,000
LAND ACQUISITION									
CONSTRUCTION	79,639,000								79,639,000
DEMOLITION									
INSPECTION/PROJ. MGMT.	175,000								175,000
UTILITIES	125,000								125,000
EQUIPMENT	2,500,000								2,500,000
OTHER									
TOTAL COSTS	88,332,000							2,243,000	86,089,000

Funding Schedule									
	Total Project	Prior Approval	Budget FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	47,923,000								47,923,000
LOCAL TRANSFER TAX									
IMPACT FEES	3,310,000							2,243,000	1,067,000
GENERAL FUND TRANSFER									
STATE FUNDS	37,099,000								37,099,000
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	88,332,000							2,243,000	86,089,000


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Leonardtwn Park	Project Number RP-1202	Classification Recreation and Parks
Project Description Design and construct a community park in Leonardtown. This proposed park project will include two (2) lighted multi-purpose athletic fields, a playground, parking and restroom facilities. There is a need for additional athletic facilities for community sports in the central part of the County as Dorsey Park is extremely overcrowded. Funding for park design was allocated in FY2012 to enable site plan coordination between the Board of Education and R&P. Funding is requested in FY2020 for park construction. Anticipated Design Approvals - Fall 2019 Anticipated Construction Start - Spring 2020 Anticipated Project Completion - Spring 2021		
		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5
Discussion of Operating Budget Impact \$12,500 for hourly groundskeeper for park maintenance (870 hrs.); \$7,500 for grass cutting; and \$1,000 for park supplies and restroom paper products.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	221,754	221,754							
LAND ACQUISITION									
CONSTRUCTION	2,450,160	408,246		2,041,914					
DEMOLITION									
INSPECTION/PROJ. MANAGEMENT	75,000			75,000					
UTILITIES									
EQUIPMENT (PLAYGROUND)	400,000			400,000					
OTHER -REMEDICATION	150,000	150,000							
TOTAL COSTS	3,296,914	780,000		2,516,914					

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	2,116,572	417,122		1,699,450					
LOCAL TRANSFER TAX	67,698	67,698							
IMPACT FEES	215,180	65,180		150,000					
GENERAL FUND TRANSFER	30,000	30,000							
STATE FUNDS-Program Open Space	667,464	200,000		467,464					
STATE FUNDS-Community Parks & Playgrounds	200,000			200,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,296,914	780,000		2,516,914					


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS				12,500		
CONTRACTED SERVICES				7,500		
SUPPLIES & MATERIALS				1,000		
TOTAL COSTS				21,000		

Project Title St. Clement's Island Museum Renovations	Project Number RP-1401	Classification Recreation and Parks
Project Description 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. 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.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 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
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	75,000	30,000	45,000						
LAND ACQUISITION									
CONSTRUCTION	1,203,985	2,485	120,000	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		
TOTAL COSTS	1,484,485	32,485	181,500	940,500			330,000		

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	716,750		101,500	505,250			110,000			
LOCAL TRANSFER TAX	32,485	32,485								
IMPACT FEES	170,000						170,000			
GENERAL FUND TRANSFER										
STATE FUNDS-MHHA and/or MHT	70,000		20,000				50,000			
FEDERAL FUNDS-NPS	85,250			85,250						
STATE -Bond Bill	410,000		60,000	350,000						
TOTAL FUNDS	1,484,485	32,485	181,500	940,500			330,000			


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
OTHER						
TOTAL COSTS						

Project Title Park Land and Facility Acquisition	Project Number RP-1404	Classification Recreation and Parks
Project Description 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 the 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; and land acquisition for an indoor recreation center.		 <p data-bbox="800 745 1461 861"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2019	FY2020	FY2021	FY2022	FY2023	
ARCHITECT/ENGINEERING									
LAND ACQUISITION	2,051,379	572,793	246,431	246,431	246,431	246,431	246,431	246,431	
CONSTRUCTION									
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER -Master Plan									
TOTAL COSTS	2,051,379	572,793	246,431	246,431	246,431	246,431	246,431	246,431	

Funding Schedule										
COUNTY FUNDS:COUNTY BONDS										
LOCAL TRANSFER TAX										
IMPACT FEES	7,950	7,950								
GENERAL FUND TRANSFER										
STATE FUND-Program Open Space	2,043,429	564,843	246,431	246,431	246,431	246,431	246,431	246,431	246,431	
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	2,051,379	572,793	246,431	246,431	246,431	246,431	246,431	246,431	246,431	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Three Notch Trail- Phase Seven	Project Number RP-1501	Classification Recreation and Parks
Project Description Phase Seven: Wildewood to Hollywood (4 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 Road. 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 - Fall 2018 Anticipated Construction Start - Fall 2019 Anticipated Project Completion - Fall 2021		 <p data-bbox="800 747 1398 825">Compliance With Comprehensive Plan Section 11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10</p>
Discussion of Operating Budget Impact \$12,062 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	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECH/ENGINEERING	246,248	246,248							
LAND ACQUISITION	100,000	100,000							
CONSTRUCTION	6,892,698		6,192,698	700,000					
INSPECTION/PROJ. MGMT	81,000		81,000						
UTILITIES									
EQUIPMENT									
OTHER: SIGNAGE/LANDSCAPE	51,000		51,000						
TOTAL COSTS	7,370,946	346,248	6,324,698	700,000					

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	1,154,000		454,000	700,000						
LOCAL TRANSFER TAX	9,765	9,765								
IMPACT FEES	352,320	182,320	170,000							
GENERAL FUND TRANSFER	61,040	61,040								
STATE FUND -POS / MD BIKEWAYS	828,063	93,123	734,940							
FEDERAL FUNDS - TAP	4,919,758		4,919,758							
MITIGATION-PARKS	46,000		46,000							
TOTAL FUNDS	7,370,946	346,248	6,324,698	700,000						


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING- FTEs						
PERSONAL SERVICES COSTS - HOURLY GROUNDSKEEPER EMPLOYEE			12,062			
CONTRACTED SERVICES			2,380			
SUPPLIES & MATERIALS			1,250			
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS			15,692			

Project Title Elms Beach Park Improvements	Project Number RP-1601	Classification Recreation & Parks
<p>Project Description 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>Compliance With Comprehensive Plan Section 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>Discussion of Operating Budget Impact \$12,500 is requested for a 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	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
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	75,000	75,000							
TOTAL COSTS	2,839,912	75,000		200,000	1,408,637	1,156,275			

Funding Schedule										
COUNTY FUNDS: COUNTY BONDS	1,554,912				398,637	1,156,275				
LOCAL TRANSFER TAX	760,000	50,000		200,000	510,000					
IMPACT FEES										
GENERAL FUND TRANSFER	25,000	25,000								
STATE FUNDS										
FEDERAL FUNDS	500,000				500,000					
OTHER										
TOTAL FUNDS	2,839,912	75,000		200,000	1,408,637	1,156,275				


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING FTEs						
PERSONAL SERVICES COSTS					12,500	
CONTRACTED SERVICES					1,000	
SUPPLIES & MATERIALS					1,400	
UTILITIES					1,200	
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS					16,100	

Project Title Chaptico Park- Phased Development	Project Number RP-1704	Classification Recreation & Parks
Project Description This project proposes to continue development of park facilities at Chaptico Park per the master plan adopted by the Commissioners of St. Mary's County in 2002. Additional recreational amenities including two basketball courts, picnic areas and two 21' x 25' shelters, one baseball and one softball fields. The project proposes design and engineering in FY2017 and facility construction in FY2021.		 <p data-bbox="800 751 1453 856"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact \$12,350 will be needed in FY2022 for grass cutting (contracted services); portable toilets and supplies and materials.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ARCHITECT/ENGINEERING	175,000	175,000							
LAND ACQUISITION									
CONSTRUCTION	1,795,000				1,795,000				
DEMOLITION									
INSPECTION/PROJ. MGMT	75,000				75,000				
UTILITIES									
EQUIPMENT-Picnic Tables	30,000				30,000				
OTHER									
TOTAL COSTS	2,075,000	175,000			1,900,000				

Funding Schedule									
	Total Project	Prior Approval	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	1,810,000				1,810,000				
LOCAL TRANSFER TAX	175,000	175,000							
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS-POS	90,000				90,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,075,000	175,000			1,900,000				


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES				11,600		
SUPPLIES & MATERIALS				750		
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS				12,350		

Project Title Snow Hill Park	Project Number RP-1901	Classification Recreation and Parks
<p>Project Description 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 is requested in FY2019 for determination of eligibility for the property to inventory its historic resources, a master plan in FY2020, design in FY2021 and construction in FY2023 and FY2024.</p>		
<p>Compliance With Comprehensive Plan Section 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>		
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
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	
TOTAL COSTS	6,575,000		150,000	150,000	275,000		3,000,000	3,000,000	

Funding Schedule									
	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
COUNTY BONDS	5,405,000		150,000	150,000	275,000		2,500,000	2,330,000	
LOCAL TRANSFER TAX									
IMPACT FEES	170,000							170,000	
GENERAL FUND TRANSFER									
STATE FUNDS	1,000,000						500,000	500,000	
FEDERAL FUNDS									
OTHER FUNDS									
TOTAL FUNDS	6,575,000		150,000	150,000	275,000		3,000,000	3,000,000	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING - FTEs						
SUPPLIES AND MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Recreation Facilities and Park Improvements	Project Number RP-1903	Classification Recreation and Parks
Project Description This project addresses capital improvements at existing recreation facilities and parks. FY2019: Lighting system for multi-purpose athletic field (5th District Park) -\$380,000; replace playground (Wicomico Public Landing) -\$66,600; asphalt existing gravel road (St. Clement's Shores Park) -\$75,900; paving of road/parking lot/sidewalks around the USCT Interpretative Center - \$75,000; renovate tennis courts/replace fencing around courts (Town Creek and Cardinal Gibbons) -\$142,000; CRRP stairway replacement - \$40,000; Wicomico improvements -\$260,000; park entrance road (Great Mills Pool) -\$30,000; replacement bleachers -\$17,500; Cecil Park tennis courts color coating/stripping -\$22,000; and Skate Park improvements - \$100,000. FY2020: New lighting system for multi-purpose athletic fields (Lancaster Park) -\$300,000; replace pavilion roofs -\$40,000; paving park roads/parking areas -\$30,000; replace playgrounds (Dorsey, Town Creek and St. Andrews) -\$300,000; Wicomico improvements -\$210,000; Carver Rec Center improvements -\$150,000; Hollywood Rec Center - Playground -\$150,00; and repl tennis court lights (Town Creek) - \$110,000. FY2021: 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: -\$300,000. FY2023 -\$285,000. FY2024 -\$275,000.		 <p data-bbox="803 745 1461 850">Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5</p>
Discussion of Operating Budget Impact \$6,800 in FY2019 is needed for extra grass cutting, fertilizer, weed control and irrigation to maintain the new Bermuda grass on the football field at Dorsey Park.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
PARK IMPROVEMENTS & FENCING	50,000			40,000	10,000				
WICOMICO GOLF COURSE IMPROVEMENTS	665,000		260,000	210,000	195,000				
COURT REFURBISHING	394,000		164,000	110,000			120,000		
BALLFIELD LIGHTING	680,000		380,000	300,000					
STAIRWAY REPLACEMENT	40,000		40,000						
PLAYGROUNDS	1,016,600		66,600	450,000	200,000	300,000			
PARK ROADS & WALKWAYS	590,900		180,900	30,000			165,000	215,000	
EQUIPMENT - BLEACHERS	23,000		17,500	5,500					
CARVER RECREATION CENTER IMPROVEMENTS	144,500			144,500					
SKATE PARK IMPROVEMENTS	100,000		100,000						
LEONARD HALL RECREATION CENTER PAINT	60,000							60,000	
TOTAL COSTS	3,764,000		1,209,000	1,290,000	405,000	300,000	285,000	275,000	

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	2,904,000		1,209,000	1,290,000	405,000				
LOCAL TRANSFER TAX	860,000					300,000	285,000	275,000	
IMPACT FEES									
GENERAL FUND TRANSFER									
FEDERAL FUNDS									
TOTAL FUNDS	3,764,000		1,209,000	1,290,000	405,000	300,000	285,000	275,000	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
CONTRACTED SERVICES(GRASS CUTTING)	2,500					
SUPPLIES & MATERIALS	3,300					
OTHER(IRRIGATION)	1,000					
TOTAL COSTS	6,800					

Project Title Sports Complex	Project Number RP-1904	Classification Recreation and Parks
<p>Project Description To build a state-of-the-art, multi-sports complex (9 playing fields) on donated or county owned property located in the Leonardtown or California area. 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. The project proposes a feasibility study in FY2019, design and engineering in FY2020, Phase I construction in FY2022 and Phase II construction in FY2025.</p>		
		<p>Compliance With Comprehensive Plan Section 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>
<p>Discussion of Operating Budget Impact There will be a need for grass cutting, electricity for field lighting, hourly staff, and turf maintenance once the Sport Complex is operational.</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING/SURVEY	445,000		75,000	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
TOTAL COSTS	10,950,000		75,000	370,000			7,803,750		2,701,250

Funding Schedule									
	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
COUNTY FUNDS: COUNTY BONDS	8,425,000			220,000		6,303,750			1,901,250
LOCAL TRANSFER TAX	75,000		75,000						
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS(Program Open Space)	450,000			150,000					300,000
FEDERAL FUNDS									
OTHER SOURCES (Private Partnership)	2,000,000					1,500,000			500,000
TOTAL FUNDS	10,950,000		75,000	370,000		7,803,750			2,701,250

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
PERSONAL SERVICES COSTS						75,000
SUPPLIES & MATERIALS						
UTILITIES						50,000
GRASS & GROUNDS						25,000
OTHER						
TOTAL COSTS						150,000

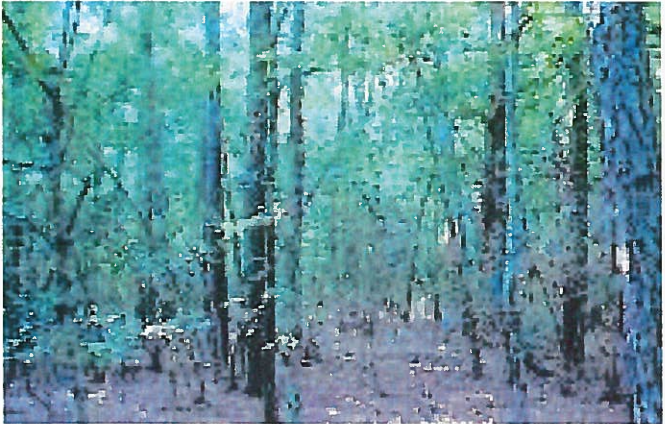
Project Title Shannon Farm Property	Project Number RP-1905	Classification Recreation and Parks
Project Description Design and construct a community park in the Lexington Park area. The proposed park is envisioned to provide additional passive recreational and waterfront activities such as walking, hiking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

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2019	FY2020	FY2021	FY2022	FY2023	
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						
TOTAL COSTS	2,585,000		75,000	150,000				2,360,000	

Funding Schedule

COUNTY FUNDS: COUNTY BONDS	2,585,000		75,000	150,000				2,360,000	
LOCAL TRANSFER TAX									
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER									
TOTAL FUNDS	2,585,000		75,000	150,000				2,360,000	


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Central County Park	Project Number RP-2004	Classification Recreation and Parks
<p>Project Description 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 FY2020 and park construction in FY2023.</p>		
		<p>Compliance With Comprehensive Plan Section 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>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
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									
TOTAL COSTS	4,270,000			350,000				3,920,000	

Funding Schedule									
	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
COUNTY FUNDS: COUNTY BONDS	3,870,000			300,000			3,570,000		
LOCAL TRANSFER TAX									
IMPACT FEES	190,000			20,000			170,000		
GENERAL FUND TRANSFER									
STATE FUNDS-POS	210,000			30,000			180,000		
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	4,270,000			350,000			3,920,000		


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Myrtle Point Park	Project Number RP-2005	Classification Recreation and Parks
Project Description 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.		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5
Discussion of Operating Budget Impact Operating impacts include grass cutting.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
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									
TOTAL COSTS	3,175,000			275,000			2,900,000		

Funding Schedule									
COUNTY FUNDS: COUNTY BONDS	2,650,000						2,650,000		
LOCAL TRANSFER TAX	275,000			275,000					
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS-POS									
FEDERAL FUNDS	250,000						250,000		
OTHER SOURCES									
TOTAL FUNDS	3,175,000			275,000			2,900,000		


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING FTEs						
PERSONAL SERVICES COSTS						
GRASS & GROUNDS						15,000
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						15,000

Project Title Three Notch Trail - Phase Eight	Project Number RP-2104	Classification Recreation and Parks
Project Description 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="802 747 1398 825">Compliance With Comprehensive Plan Section 11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
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		
TOTAL COSTS	5,450,000				350,000		5,100,000		

Funding Schedule									
	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
COUNTY FUNDS: COUNTY BONDS	1,200,000				180,000		1,020,000		
LOCAL TRANSFER TAX									
IMPACT FEES	170,000				170,000				
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS-TAP	4,080,000						4,080,000		
OTHER SOURCES									
TOTAL FUNDS	5,450,000				350,000		5,100,000		


Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Recreation/Community Center	Project Number RP-2204	Classification Recreation and Parks
Project Description This project would construct a 70,000 s.f. multiple use Recreation Center at Nicolet Park. The facility would include a gymnasium, fitness center, competitive gymnastics training room, locker rooms, restrooms, storage, basketball courts, multi-purpose rooms (2), meeting/social hall, catering kitchen, office spaces and vehicle parking. The project proposes design and engineering in FY2022 and construction in FY2025.		 <p data-bbox="802 747 1461 848">Compliance With Comprehensive Plan Section 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>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
ENGINEERING/SURVEY	500,000						500,000		
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
TOTAL COSTS	16,300,000						500,000		15,800,000

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	15,100,000						500,000			14,600,000
LOACL TRANSFER TAX										
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS(Program Open Space)	200,000									200,000
FEDERAL FUNDS										
OTHER SOURCES(PRIVATE PARTNERSHIP)	1,000,000									1,000,000
TOTAL FUNDS	16,300,000						500,000			15,800,000

Operating Impacts	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Clements Convenience Center Improvements	Project Number SW-1901	Classification Solid Waste
Project Description 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="803 745 1461 829">Compliance With Comprehensive Plan Section 10.2.2.A.v Meet increasing demand for solid waste management through use of traditional and innovative methods. P.10-1</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
CONSTRUCTION	500,000			500,000					
DESIGN	50,000		50,000						
ENGINEERING/SURVEY									
LAND ACQUISITION									
CONSTRUCTION MANAGEMENT									
TOTAL COSTS	550,000		50,000	500,000					

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Balance to Complete
COUNTY FUNDS: COUNTY BONDS	500,000				500,000					
LOCAL TRANSFER TAX	50,000		50,000							
IMPACT FEES										
GENERAL FUND TRANSFER										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	550,000		50,000	500,000						

Operating Impacts							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	
STAFFING - FTEs							
PERSONAL SERVICES COSTS							
CONTRACTED SERVICES							
SUPPLIES & MATERIALS							
UTILITIES							
TOTAL COSTS							

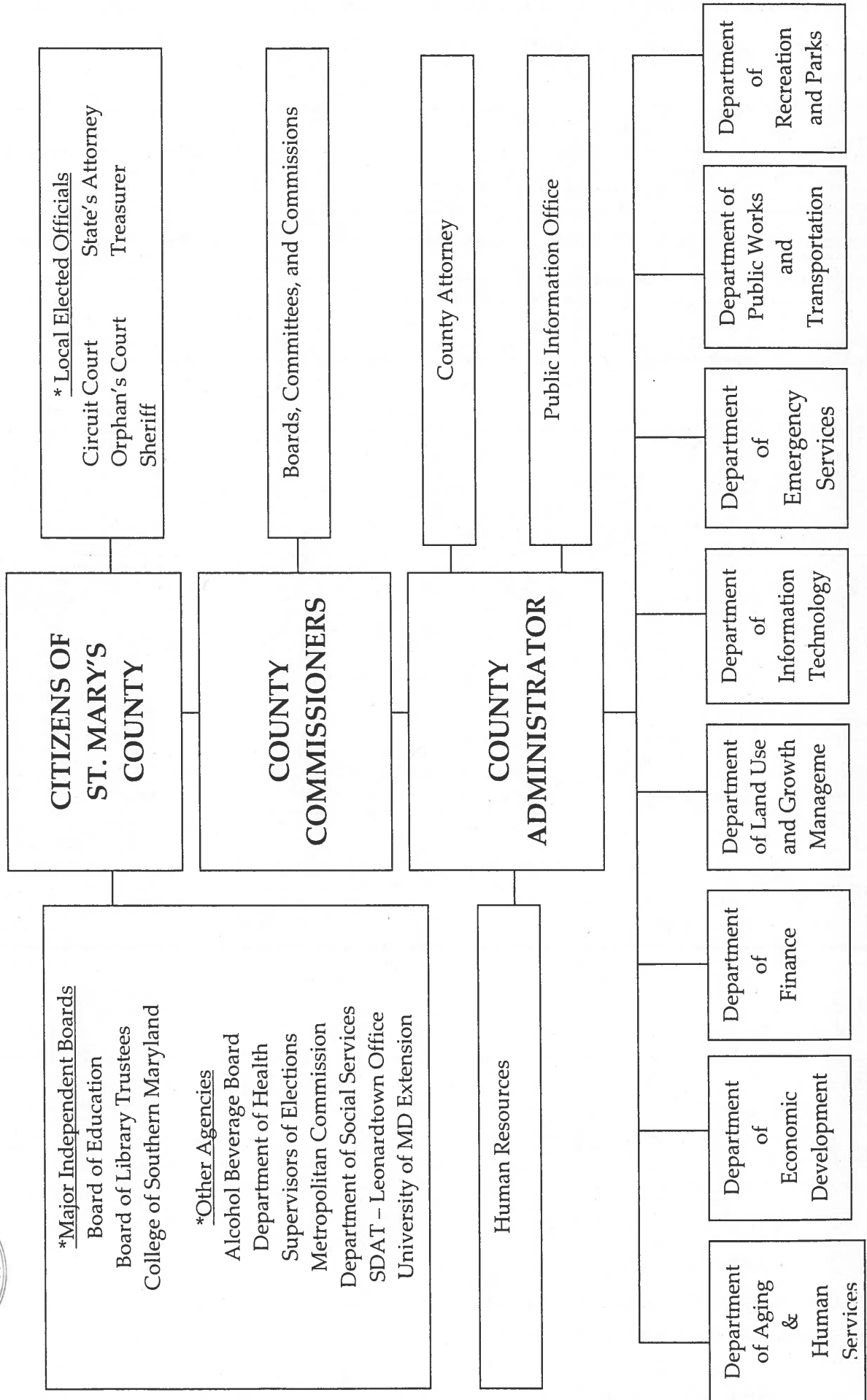
MISCELLANEOUS INFORMATION

- EMPLOYEES
- TAX INFORMATION
- DEBT AND FUND BALANCE



ST. MARY'S COUNTY GOVERNMENT

Organizational Chart



* County Commissioners have funding responsibility only

**CHANGES IN POSITIONS FOR COUNTY DEPARTMENTS and
ELECTED OFFICIALS ~ FY2019 RECOMMENDED BUDGET**

INCREASE/ (DECREASE)	POSITION DESCRIPTION	GRADE
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FULL-TIME EQUIVALENT

AGING & HUMAN SERVICES

1.00	NEW	* Senior Office Specialist Garvey Senior Activity Center (PF-1601)	3/1
1.00	Convert	Hourly Case Worker to Full-time US1962	6/7
0.20	Convert	Teen Court Coordinator from RPT (0.80) to FTE	7/6

ECONOMIC DEVELOPMENT - funds are contract savings

(1.00)	Remove	Manager II (Tourism)	10/9
(1.00)	Remove	Senior Admin Coordinator (Tourism)	5/5

PUBLIC WORKS & TRANSPORTATION

1.00	NEW	St. Mary's County Airport Manager	10/1
1.00	NEW	Building Services Lead Maintenance Mechanic	5/1
2.00	NEW	Building Services Janitor II	3/1
2.00	NEW	Highways Equipment Operator II	4/1
1.00	NEW	STS Transportation Specialist US1970	4/1

SHERIFF'S OFFICE - RANKS

Law Enforcement

Eligible DFC Ranks (1)

Eligible Corporal Ranks (4)

Corrections

Eligible CFC Ranks (5)

Eligible Corporal Ranks (1)

7.2 Total

**Effective Hiring Date 1/1/2019*

All other new positions effective hiring date 7/1/2018



AUTHORIZED COUNTY GOVERNMENT POSITIONS SUMMARY

STAFFING SUMMARY	FY2017 Adjusted	FY2018 Approved	FY2018 Adjusted	FY2019 Request	FY2019 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	7.00	6.00
Department on Aging & Human Services	30.60	27.85	28.80	31.00	31.00
County Attorney	5.00	5.00	5.00	6.00	5.00
Economic Development	9.00	10.00	10.00	8.00	8.00
Department of Finance	17.00	17.00	17.00	17.00	17.00
Human Resource	8.00	9.00	9.00	9.00	9.00
Land Use & Growth Management	38.00	32.00	32.00	32.00	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	124.50	125.50	125.50	132.50	132.50
Recreation & Parks	40.00	40.00	40.00	40.00	40.00
Emergency Services & Technology	59.00	62.50	0.00	0.00	0.00
Emergency Services	0.00	0.00	42.50	42.50	42.50
Information Technology	0.00	0.00	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	296.00	301.00	301.00	308.00	301.00
States Attorney	37.00	37.00	37.00	37.00	37.00
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	1.50	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
TOTAL COUNTY GOVERNMENT	727.10	730.10	731.05	747.25	738.25

ST. MARY'S COUNTY TAX RATES

TAX	BASIS	FY2018 APPROVED RATE	FY2019 RECOMMENDED RATE
Property Tax	Per \$100 of assessed value	0.8478	0.8478
Local Income Tax	Percentage of taxable income	3.00%	3.00%
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.	\$4,125	\$4,625
	1,200 to 2,399 sq. ft.		\$4,784
	2,400+ sq. ft.		\$4,943
Parks	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$825	\$178
	1,200 to 2,399 sq. ft.		\$184
	2,400+ sq. ft.		\$190
Roads	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$550	\$1,268
	1,200 to 2,399 sq. ft.		\$1,312
	2,400+ sq. ft.		\$1,356
Total Impact Fees	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$5,500	\$6,071 *
	1,200 to 2,399 sq. ft.		\$6,280 *
	2,400+ sq. ft.		\$6,489 *

* Phase-in year one, approved methodology on March 6, 2018. Full fee calculated FY2019 \$10,446.

ST. MARY'S COUNTY PROPERTY TAX RATES

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

The approved property tax rate for FY2019 is \$.8478 per \$100 of assessed valuation. This is .0035 higher than the "constant yield" tax rate that is .8443, which is certified to the County by the State Department of Assessments and Taxation letter of February 14, 2018. The "constant yield" rate is that rate necessary to offset any overall increase/decrease in the level of assessments on existing properties.

The estimated revenue yield from each 1¢ on the property tax rate is approximately \$1.2 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.

ST. MARY'S COUNTY

ASSESSABLE PROPERTY BASE

	BUDGET ESTIMATE FY2018	BUDGET ESTIMATE FY2019
Real Property-Full Value:		
Full Year	\$12,137,669,785	\$12,290,188,151
Half Year		69,647,380
Business Personal Property	169,942,000	170,121,000
Public Utilities	124,505,000	126,995,000
Total Assessable Base	\$12,432,116,785	\$12,656,951,531

Source: State Department of Assessments and Taxation (SDAT), Constant Yield Letter dated February 14, 2018 - Assessment increase is 1.8%

Impact of Local Taxes
Using Average Values and Income for St. Mary's County

Average Residential Property Taxpayer

Fair Market Value		\$299,900 *
Current Property Tax Bill:	<i>Rate per \$100</i>	
County Property Tax	0.8478	\$2,543
Fire Tax	0.056	168
Rescue Tax	0.017	51
Emergency Services Support Tax	0.024	72
		<hr/>
Sub-Total		\$ 2,833
		<hr/>
Solid Waste & Recycling Fee	per property	\$91
Total		<u>\$ 2,924</u>

Average St. Mary's County Personal Income Tax Return

MD Adjusted Gross Income	\$83,164 **
Net Taxable Income	\$67,267 **
Net County Income Tax	3.00% \$ 2,018

* Based on average value of homes sold in FY2017 from State Department of Assessments and Taxation

**Based on 41,155 taxable returns filed for tax year 2016

Source: Income Tax Summary Report, Tax Year 2016, State Comptroller's Office.

COMPARISON OF SELECTED TAXES AND FEES BY SUBDIVISION - FY2018

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	0.9770	4%	3.05%	\$3.50	0.5%	7.5%	15.0%	\$0.75	8.0%	None	.30 / ton coal	5.0%
ANNE ARUNDEL	0.9070	2%	2.50%	\$3.50	1.0%	10.0%	7.5%	\$0.75	7.0%	\$ 8,196	\$0.0025 NR Elec	5.0%
BALTIMORE CITY	0.0225	4%	3.20%	\$5.00	1.5%	10.0%	0.0%	\$0.75	9.5%	None	\$0.008174 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	\$0.00530 / kwh - NR Electric	5.0%
CALVERT	0.9520	10%	3.00%	\$5.00	0.0%	1.0%	20.0%	\$0.75	5.0%	None	0.0%	5.0%
CAROLINE	0.9800	5%	2.73%	\$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	1.0414	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%	\$ 15,229	0.00%	5.0%
DORCHESTER	0.9740	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%	\$ 14,747	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%	\$ 6,000	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	1.0013	10%	3.20%	\$4.45	1.0%	7.0%	0.0%	\$0.75	7.0%	regional rates	\$.01978/kwh - NR Electric	5.0%
PRINCE GEORGE'S	1.0000	0%	3.20%	\$2.75	1.4%	10.0%	\$5/mo	\$0.75	7.0%	\$ 15,972	\$.009366kwh Electric	5.0%
QUEEN ANNE'S	0.8471	5%	3.20%	\$4.95	0.5%	5.0%	0.0%	\$0.75	5.0%	\$4.96 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%	\$ 5,500	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	0.5708	0%	2.40%	\$6.00	1.0%	5.0%	\$50/qtr	\$0.75	4.0%	\$ 6,416	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	0.9398	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

*The first \$22,000 of consideration in residential sales is exempt from transfer tax

**Admissions & Amusement Rate is 5% on concerts, golf course fees, and live performances

*** Impact Fees increase July 1, 2018 to \$6,071 per dwelling size up to 1,199 sq. ft.; \$6,280 per size 1,200 to 2,399 sq. ft.; \$6,489 per size 2,400+ sq. ft.

(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 .8 to 1.7 cents.)

(2) As percent of Maryland State taxable income.

Sources: Maryland Association of Counties - Budgets, Tax Rates, & Selected Statistics, Fiscal Year 2018

FY2019 FEES AND CHARGES REQUEST CHANGES

GENERAL FUND REVENUES:		Rate Current Fiscal Year July 1, 2017 - June 30, 2018	FY2019 Request for Rate Change	Avg. # of Permits or sq. ft. per year	Projected Revenue at Current Rate	Projected Revenue at Proposed Rate
LAND USE & GROWTH MANAGEMENT						
<u>Comprehensive Planning Division</u>						
LUGM Environ Permit Review		\$25	\$30	372	\$9,300	\$11,160
<u>Development Services Division</u>						
Re-Review of Submissions 2nd review		\$20	\$25	17	\$340	\$425
Concept Site Plan Review		\$725 each + \$15 Zoning permit fee	\$920 + \$20 ZP	5	\$3,700	\$4,700
LUGM Farmsteads Sub 15+	Technical Evaluation Comm. Fee & Review fee per lot	\$600 \$60	Delete - NC Delete - NC	0 0	\$0 \$0	\$0 \$0
<u>Permits Services Division</u>						
Zoning Permit	Application Fee	\$15	\$20	2,719	\$40,785	\$54,380
	NEW Electrical Permit	\$0	\$20	498	\$0	\$9,960
Building Permits	Regular Cost (Individual items, i.e. swimming pool, piers, pumps, etc. costs not listed except changes: (per sq. ft.)	\$0.12	\$0.16	1,343	\$161	\$215
<u>INDIVIDUAL ITEM CHANGES:</u>						
	Camper Park/lot/pad	\$15	\$20	0	\$0	\$0
	Antenna 30+ Ft.	\$15	\$20	24	\$360	\$480
	Petro Pumps	\$15	\$20	2	\$30	\$40
	BP Extension	\$15	\$20	6	\$90	\$120
	Private Pools, Piers, Levees, etc.	\$15	\$20	Pools: 60; Piers etc: 120	\$2,700	\$3,600
	BP Revision	\$15	\$20	156	\$2,340	\$3,120
	Trailers	\$15	\$20	0	\$0	\$0
	BP Minimum	\$15	\$20	1,502	\$22,530	\$30,040
	NEW Demolition \$20	\$0	\$20	12	\$0	\$240
	Stormwater Manage. Rev (Engineers)	\$25	\$30	375	\$9,375	\$11,250
	Non-govt Commercial Swimming Pools	\$30	\$40	0	\$0	\$0
	BP Transfer	\$60	\$80	12	\$720	\$960
	Rental Parking lots (per sq. ft.)	\$0.01	\$0.05	0	\$0	\$0
	Detached Non-commercial (per sq.ft.)	\$0.02	\$0.03	3,260	\$65	\$98
	Oil/Petro Tanks (Resale) (per sq.ft.)	\$0.12	\$0.16	0	\$0	\$0
<u>Inspections & Compliance Division</u>						
Occupancy Permits	Per Structure	\$15	\$20	211	\$3,165	\$4,220
	NEW-added Single Family Dwellings	\$0	\$20	471	\$0	\$9,420
LUGM Overlot Grading	Per Inspection	\$120	\$160	455	\$54,600	\$72,800
NEW Stormwater Management Inspections (Engineer Plans)		\$0	\$160	455	\$0	\$72,800
LAND USE & GROWTH MANAGEMENT					\$150,261	\$290,028
PUBLIC WORKS & TRANSPORTATION						
<u>Engineering Services Division</u>						
Concept Site Plan Review (each)		\$125	\$160	5	\$625	\$800
PUBLIC WORKS & TRANSPORTATION					\$625	\$800

SUMMARY	
FY18 - Current Rate	\$ 150,886
FY19 - Proposed Rate	\$ 290,828
Proposed Increase in Revenue	\$ 139,941

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, 2017.

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% upon the assessable basis of the County. Excluded from the debt limitation calculation are bonds issued for special taxing districts or self-liquidating projects. Also included is information regarding debt capacity and, and some key debt affordability measures are discussed.

In April 2015, the "Debt Policy Study" was completed with the following positive comments:

- A five-year financial analysis shows the County's reserve levels in the "Best Practice" range;
- The County's debt amortization is rapid, providing opportunities for future deployment of cash into other projects (via Pay-Go or debt funding);
- The County's debt level is below several peers and national averages for similar-sized governments;
- The County's current Debt to Assessed Value ratio is well below its 2% policy, demonstrating ample debt capacity; and
- The County's current Debt Service to Revenues ratio is well below its 10% policy, demonstrating strong debt affordability.

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, 2017 audit reflects an unassigned general fund balance of \$30,394,751. The County's Fund Balance Policy approved in August 2015, states we will maintain or be above 15%. As of June 30, 2017, the ratio of County Reserves to Revenues is 20.55%. 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 FY2019 Recommended Budget includes designation of Fund Balance from the Unassigned for CIP Pay-Go for the Public Administration Enterprise Software Upgrade (\$1,000,000) and Public Safety Computer Aided Dispatch Replacement/Enhancement (\$85,000) projects, for a total of \$1,085,000.

Commissioners of St. Mary's County

Notes to Financial Statements

June 30, 2017

The annual requirements to amortize all debt outstanding as of June 30, 2017 including interest of \$16,637,639, 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>	<u>Governmental Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 8,647,582	\$ 2,381,596	\$ 11,029,178
2019	8,871,440	2,125,014	10,996,454
2020	9,113,440	1,869,187	10,982,627
2021	6,926,440	1,648,762	8,575,202
2022	7,130,440	1,456,667	8,587,107
2023-2027	20,975,957	4,824,145	25,800,102
2028-2032	12,692,463	1,806,249	14,498,712
2033-2037	<u>8,282,711</u>	<u>526,019</u>	<u>8,808,730</u>
Total	<u>\$ 82,640,473</u>	<u>\$ 16,637,639</u>	<u>\$ 99,278,112</u>

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

	General Obligation		Special Assessment		Total
	Bonds	State Loans	Fund		
Principal	\$ 81,158,000	\$ 794,237	\$ 688,236	\$	\$ 82,640,473
Interest	<u>16,637,639</u>	<u>-</u>	<u>-</u>		<u>16,637,639</u>
	<u>\$ 97,795,639</u>	<u>\$ 794,237</u>	<u>\$ 688,236</u>	<u>\$</u>	<u>\$ 99,278,112</u>

Note that this is a copy of page 61 & 62 from the Commissioners of St. Mary's County, MD FY2017 Audited Financial Statements

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

Estimated July 1, 2018 assessed property value	\$12,587,304,151
Legal debt limit	2.15%
Borrowing limitation under the law	\$270,627,039
Outstanding debt issued as of July 1, 2018*	\$184,651,511
Debt margin as of July 1, 2018	\$85,977,528
Ratio of debt to assessed property value	1.47%

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, 2018 is estimated to be 1.47%. By comparison, the ratio as of July 1, 2017 was 1.58%. Based on the plan, and other assumptions, the ratio is estimated to range from 1.65% to 2.07% 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 FY2018 was 5.12%. Based on the capital plan, and other assumptions, the ratio is expected to be 5.20% in FY2019, and is expected to range from 5.20% to 6.06% in the 6 year plan.

*Includes the debt of Metcom as of July 1, 2018 in the amount of \$112,568,469 plus the County's debt of \$72,083,042.

Commissioners of St. Mary's County
Notes to Financial Statements
June 30, 2017

7. Fund balances

A summary of the nonspendable, restricted, committed, assigned and unassigned fund balances as of June 30, 2017 is as follows:

	General Fund	Special Revenue Funds			Debt Service Fund		Capital Projects Fund
		Fire & Rescue Revolving	Emergency Support	Special Assessments			
Nonspendable							
Inventory	\$ 1,315,646	\$ -	\$ -	\$ -	\$ -	\$ -	
Prepaid expenses	30,665						
Interfund advance (Wicomico)	817,676						
Total nonspendable	<u>2,163,987</u>						
Restricted							
Domestic Violence Programs	5,190						
County matching funds for approved grants	287,193						
Funding sources specified for capital projects							1,722,075
Land preservation	-						13,297,910
Various capital projects - transfer tax	-						3,493,697
County pay-go	-						188,867
Roads-impact fees	-						295,472
Roads- mitigation	-						231,705
Parks- impact fees	-						46,753
Parks- mitigation	-						3,840,210
Schools-impact fees	-						34,125
Schools-mitigation	-						23,150,808
Total restricted	<u>292,383</u>						
Committed							
Bond rating reserve	13,330,021						
Rainy day fund	1,625,000						
Operating budget, non-recurring items							
Other, net, including grants		369,741	999,146		396,065		4,107,988
Total committed	<u>14,955,021</u>	<u>369,741</u>	<u>999,146</u>		<u>396,065</u>		<u>4,107,988</u>
Assigned	<u>2,025,054</u>						
Unassigned	<u>30,394,751</u>						
Total fund balances	<u>\$ 49,831,206</u>	<u>\$ 369,741</u>	<u>\$ 999,146</u>	<u>\$ 396,065</u>	<u>\$ 396,065</u>	<u>\$ 27,258,796</u>	

Note that this is a copy of page 70 from the Commissioners of St. Mary's County, MD
FY2017 Audited Financial Statements

Commissioners of St. Mary's County
Notes to Financial Statements
June 30, 2017

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, 2017, 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 FY2017, but for which the period extends beyond June 30, 2017. 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	\$ 1,149,786
Miscellaneous revolving fund	<u>875,278</u>
	<u>\$ 2,025,064</u>

**Note that this is a copy of page 71 from the Commissioners of St. Mary's County, MD
FY2017 Audited Financial Statements**

Commissioners of St. Mary's County
Notes to Financial Statements
June 30, 2017

7. Fund balances (continued)

As a part of our FY2018 budget process, unassigned fund balance was not used.

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

In May 2017, as a part of the approval of the FY2018 budget, the Board approved not to use unassigned fund balance to increase reserves percent to revenue above 15% per fund balance policy.

UNASSIGNED (\$21,526,626)

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
FY2017 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 percent (2%) upon the assessable basis of the county. 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 construed as exempt, under Subsection A above, from the percent limitation in this section provided but shall continue as heretofore to be subject to the percent limitation as from time to time provided in said Act.
- (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.

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