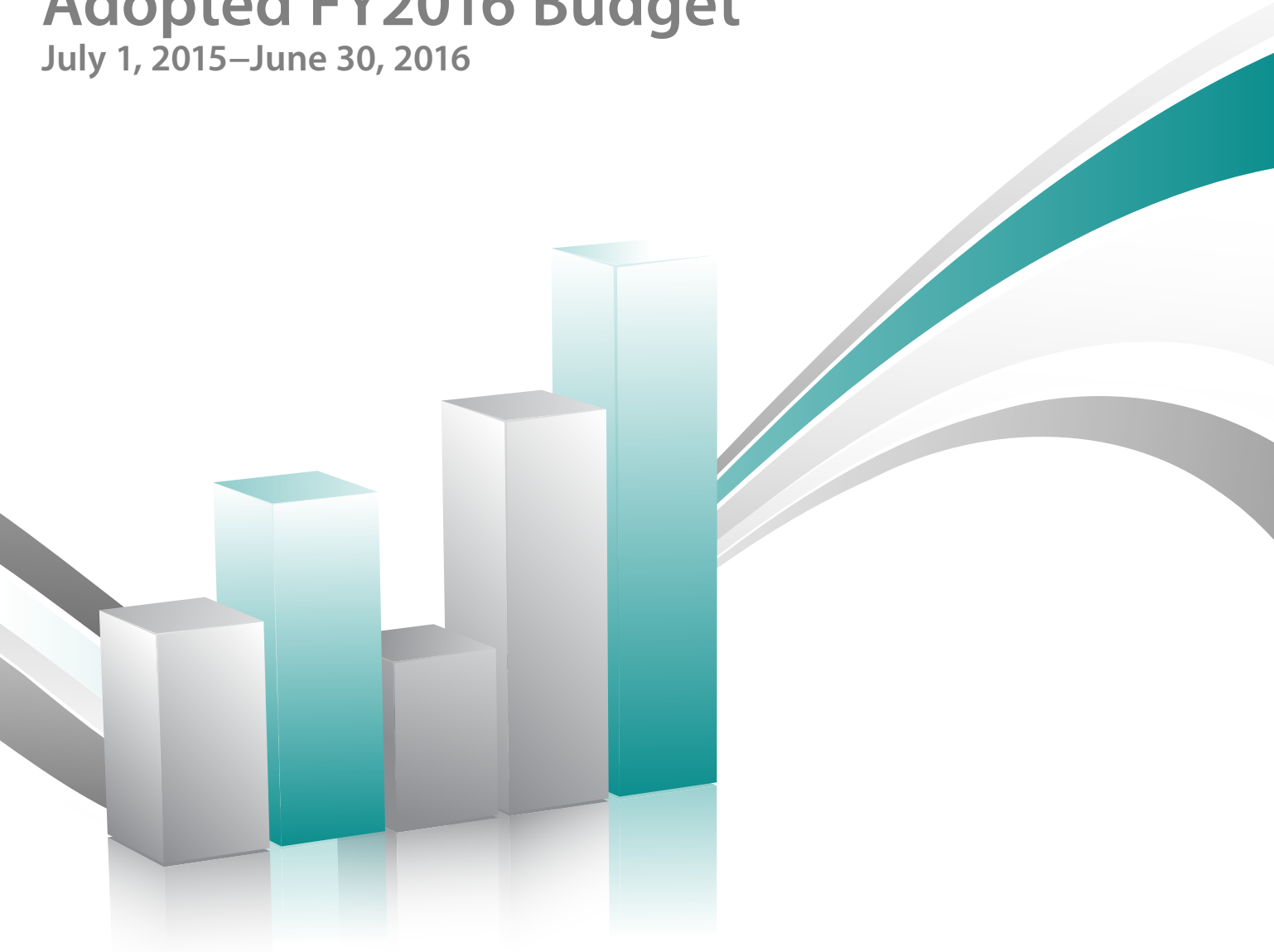


Charles County, Maryland

BUDGET BOOK

Adopted FY2016 Budget

July 1, 2015–June 30, 2016



CHARLES COUNTY COMMISSIONERS



Peter F. Murphy
President



Ken Robinson
Vice President (Dist. 1)



Debra M. Davis, Esq.
(Dist. 2)



Amanda M. Stewart, M.Ed.
(Dist. 3)



Bobby Rucci
(Dist. 4)

Charles County is a Code Home Rule County governed by a five-member Board of County Commissioners. The five Commissioners are elected at-large to four-year terms of office. The President is the only full-time position and may reside anywhere in the county. The other four Commissioners, who each represent a Commissioner District in which they must reside, are part-time.

Board Responsibilities

The Charles County Commissioners are responsible for:

- Raising revenues to fund the county's capital and operating budgets, as well as other County departments and agencies
- Providing for the public health, safety, and welfare of Charles County residents
- Adopting and updating the Land Use Plan, and Zoning Ordinance and overseeing the development process
- Establishing, promulgating, and enforcing County rules, regulations, ordinances, policies, and procedures
- Appointing boards, commissions, and task forces to advise them and make recommendations
- Fulfilling the mission of Charles County Government and serving on various board and councils in the County, region and State

Regular Board Meetings

Meetings of the Charles County Board of Commissioners are scheduled each week and held in the Charles County Government Building. Meetings are aired on the Charles County Government website, www.charlescountymd.gov, as well as on CCG-TV, Charles County's local government cable television station broadcast on Comcast channel 95 and Verizon channel.

Advisory Committees, Boards & Commissions

The Charles County Commissioners appoint more than 50 commissions, boards, committees, and task forces, which advise them on topics ranging from land use and development to housing. Through this system, civic-minded citizens can get involved in county government. The county, in turn, benefits from the knowledge, experience, and advice of its own citizens. Vacancy announcements appear in the local media, on www.charlescountymd.gov, and on CCG-TV.

FORMAT OF THE BUDGET DOCUMENT

The front of the budget book is designed to provide an overview of the entire County including:

Board of Commissioners,	Fund structure & description,
Budget Message to the Citizens,	Budget process,
Commissioner's Goals & Objectives,	Summary of all adopted budgets and,
Financial & Operational Policies,	Estimated changes in the fund balance.

The front area also contains a section titled **General, Economic, & Statistical** information. This section provides the reader with general information including the County's history, form of government, organizational chart, location, public schools, parks & recreation, attractions, cultural arts, property values & tax rates, employment, major employers, income, demographics, information on construction activity, etc.

The Budget Document is then divided into three main sections:

Operating Budget

The operating budget is separated into the following units:

- **General Fund** (accounts for resources traditionally associated with government services),
- **Enterprise Funds** (primarily funded by service fees directly associated with the operation),
- **Other Governmental Funds** (Special Revenue funds which are legally restricted or formally designated for a particular purpose and the Debt Service fund which is used to account for the annual payment of long-term debt which have a specific or legally binding revenue source).

Each of these units includes a description of the fund, the operating revenues, and trends/assumptions used to develop the budget. A summary of revenues and expenditures is provided. Detailed budget information for each operating fund is reported by Department and Division including: budgeted amounts, personnel summary, description, and objectives & measurements. A comprehensive **Personnel** listing and **Vehicle & Equipment** listing of all funds is also provided.

Capital Budget

This section contains a summary of planned capital projects and cost estimates for the FY15-FY19 **Capital Improvement Program**. A description of the fund, revenues, and trends & assumptions used to develop the budget are covered. The operating impact of the Capital program on the operating budgets is discussed and is quantified in a cumulative summary. Detailed information for each project is provided and includes: project title, department managing the project, project number if applicable, revenue and expenses by classification for each of the five years including any prior appropriations, and the operating budget impact of the project. Also included is a comparison to last year's approved program, the project description and justification, and location. This section concludes with a three year historical perspective on the CIP and the operating budget of in-house costs that are allocated out to the various projects.

Financial Planning

This section begins by reinforcing the connection between the capital and operating budgets and how this information is used to develop the County's **Five Year Plans**. Plans are developed for the General Fund, Water & Sewer Operations, Solid Waste and Watershed Protection and Restoration Operations. Trends and Assumptions used to develop these models are discussed and include the County's Debt Affordability calculation. This section also provides **Financial Indicators** which provide a historical perspective on the County's financial position. A unit on the County's **Debt Service** information is included as it is used in assisting the County to plan for the future. A schedule is provided on the County's current and future debt obligations. These figures are incorporated into the County's operating budget and the future cost of these debt obligations is incorporated into the County's Five Year Plans.

A **Glossary** and **Index** are included in the back of this budget document.

TABLE OF CONTENTS

Page #

BUDGET MESSAGE TO THE CITIZENS..... 1

ORGANIZATIONAL FOCUS

Financial and Operational Policies 5
Fund Structure..... 12
Description of Each Fund..... 13
Basis of Budgeting & Accounting 15
The Budget Process..... 16
Operating & Capital Budget Interaction..... 17
Budget Calendars..... 18
FY2016 Approved Budget - All Funds..... 20
3 Year Approved Budget by Expense Classification- All Funds 21
Fund Balance- Changes..... 22
Schedule of Revenues, Expenditures & Projected Changes in Fund
Balance/Net Assets 23
FY2016- All Funds Graphs..... 28

GENERAL, ECONOMIC, & STATISTICAL INFORMATION

Elected Official Structure & Physical Description 29
Organizational Chart..... 30
Charles County Location Map..... 31
Public School Information..... 33
Parks & Recreation..... 34
Charles County Tourist Attractions..... 38
Assessed and Estimated Market Value of All Property Classes..... 40
Leading Tax Payers..... 40
County-Wide Property Taxes..... 41
How are your Property Taxes Calculated? 41
Tax Levies..... 41
Tax Rates/Budget- 50 Year History..... 42
Average Annual Unemployment Rate..... 43
Average Quarterly Employment..... 43
Major Employers..... 44
Hourly Wage Rates..... 44
Income Tax Returns by MD Adjusted Gross Income..... 44
Median Household and Per Capita Income..... 45
Educational Attainment..... 45
Sales and Use Tax Collections 45
Population and Age Distribution..... 46
Race and Gender..... 46
Household Units & Persons per Unit..... 47
Type of Housing Units..... 47

TABLE OF CONTENTS

Page #

GENERAL, ECONOMIC, & STATISTICAL INFORMATION

Permit Information.....	48
Transportation.....	49
Utilities.....	49
Business/Industrial Property.....	49

OPERATIONAL BUDGETS

Understanding an Operating Division/Program Budget Form.....	51
--	----

GENERAL FUND

Fund Description.....	53
General Fund Revenue Graph.....	53
Revenue Descriptions.....	54
General Fund Revenue & Expense Summary.....	60
General Fund Revenue Detail by Account Classification.....	61
General Fund Expense Graph.....	63
General Fund Expenditures by Division.....	64
Expenditures by Account Classification Graph.....	67

EDUCATION APPROPRIATIONS

Education Summary/Graph	68
Board of Education.....	69
College of Southern Maryland.....	70
Library.....	71
Other Education.....	73

PUBLIC SAFETY

Public Safety Summary/Graph.....	74
Sheriff's Summary/Graph.....	75
Sheriff's Office.....	77
Corrections.....	84
Automated Enforcement Unit (AEU).....	86
Fingerprinting Services.....	87
Emergency Services Summary/Graph.....	88
Emergency Services Administration.....	90
False Alarm Reduction Unit.....	91
Animal Control.....	92
Animal Shelter.....	93
Fire & EMS Communications.....	94
Career Emergency Medical Services.....	95
Tactical Response Team.....	96
Emergency Management.....	97
Volunteer Fire Protection & Emergency Medical Services.....	97

TABLE OF CONTENTS

Page #

GENERAL FUND

GENERAL FUND DEBT.....	98
------------------------	----

GENERAL GOVERNMENT APPROPRIATIONS

General Government Summary/Graph.....	99
Commissioners.....	101
County Attorney.....	102
Commissioner Office Administration.....	103
Administration.....	104
Security	105
Media.....	106
Tourism.....	107
Safety	108
Election Board.....	109
Liquor Board.....	110
Human Resources Administration	111
Other Fringe Benefits.....	112
Central Services.....	113
Orphan's Court.....	114
Circuit Court, Grand Jury, and Law Library.....	115
State's Attorney's Office.....	117

FISCAL and ADMINISTRATIVE SERVICES

Fiscal and Administrative Services Summary/Graph.....	119
Administration	121
Budget.....	122
Information Technology.....	124
Purchasing.....	126
Accounting.....	127
Treasury.....	128

PUBLIC WORKS

Public Works Summary/Graph.....	130
Administration.....	132
Building & Trades.....	133
Parks and Grounds.....	134
Vehicle Maintenance.....	136
Road Maintenance.....	137

TABLE OF CONTENTS

Page #

GENERAL FUND

COMMUNITY SERVICES

Community Services Summary/Graph.....	138
Administration.....	140
Transportation & Community Programs.....	141
Aging and Community Centers.....	142
Recreation.....	144
Housing Authority.....	145

PLANNING & GROWTH MANAGEMENT

Planning & Growth Management Summary/Graph.....	147
Administration.....	149
Planning.....	150
Inspection & Enforcement.....	152
Codes & Permits.....	154
Resource & Infrastructure Management.....	156

HEALTH

Health Summary/Graph	157
Charles County Department of Health.....	158
Other.....	160

ECONOMIC DEVELOPMENT

Economic Development Summary/Graph.....	161
Economic Development Department.....	162
Other.....	163

SOCIAL SERVICES.....

CONSERVATION OF NATURAL RESOURCES

Conservation of Natural Resources Summary/Graph.....	165
University of Maryland Extension.....	166
Soil Conservation.....	167
Weed Control.....	168
Gypsy Moth	168
Resource Conservation & Development	169

OTHER

Capital Projects Transfer.....	170
Reserve for Contingency.....	171
Other Financing Uses.....	171

TABLE OF CONTENTS

Page #

ENTERPRISE FUNDS

Fund Description.....	173
Revenue Description, Trends and Assumptions for Estimates.....	173
Enterprise Fund Revenue & Expense Summary.....	176

WATER AND SEWER

Water & Sewer Fees.....	180
Water & Sewer Graphs.....	181
Satellite Sewer Systems.....	182
Mattawoman Treatment Plant.....	183
Water.....	184
Public Works: Utilities- Personnel Summary.....	185
Planning & Growth Management: Water & Sewer Administration.....	186
Codes & Permits.....	187
Resource & Infrastructure Management.....	188
Billing.....	189
Meters.....	190

SOLID WASTE FUND

Solid Waste Graphs.....	191
Solid Waste Fees.....	191
Solid Waste.....	192

ENVIRONMENTAL SERVICES

Environmental Service Graphs.....	193
Recycling & Litter Control.....	194
Environmental Services Planning:.....	195

WATERSHED PROTECTION AND RESTORATION

Watershed Protection and Restoration Graphs.....	196
Planning.....	197
Inspection & Enforcement.....	198
Codes & Permits.....	198
Resource & Infrastructure Management.....	199
Public Works Administration.....	199
Roads.....	200
County Attorney.....	200

TABLE OF CONTENTS

Page #

ENTERPRISE FUNDS

INSPECTIONS AND REVIEW

Inspections & Review Graph.....	201
Inspection & Enforcement.....	202
Codes & Permits.....	204
Site Design & Architectural Review (SDAR).....	205
Resource and Infrastructure Management.....	206
Technology Fee.....	207

RECREATION PROGRAMS

Recreation Graph.....	208
Recreation	209
Nanjemoy Community Center	210
Aging-Senior Services	210

TOURISM AND CONCERTS.....

211

VENDING MACHINES.....

211

OTHER GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special Revenue Fund Description.....	213
Revenue Descriptions, Trends and Assumptions for Estimates.....	213
Special Revenue Graphs.....	216
Revenue & Expense Summary.....	218

GENERAL GOVERNMENT

Cable TV Access & I-Net Fund.....	228
Circuit Court Law Library.....	230

PUBLIC SAFETY

Animal Shelter/Control.....	230
Public Safety Grants.....	231
Emergency Management Grants.....	234
Volunteer Fire & Emergency Medical Services.....	236
Drug Forfeitures.....	237
Sheriff's Special Programs.....	238
Southern Maryland Criminal Justice Academy.....	238

COMMUNITY SERVICES

Aging Grants	239
Transportation.....	245
Community Development Block Grants.....	246
Housing Assistance.....	247
Housing Special Loans	248
Community Development Administration.....	248

TABLE OF CONTENTS

Page #

OTHER GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

SOCIAL SERVICES

Child Support	249
Charles County Advocacy Council for Children, Youth, and Families.....	253

PLANNING & GROWTH MANAGEMENT

Agricultural Preservation.....	254
Nuisance Abatement Fund.....	254
Planning Grants.....	255

ECONOMIC DEVELOPMENT

Tourism.....	256
Loan Programs.....	256

DEBT SERVICE FUND

Revenue & Expense Summary.....	257
--------------------------------	-----

PERSONNEL

Changes in Personnel	259
Personnel Graphs.....	260
Approved Personnel: 5-Year History.....	261

VEHICLES & EQUIPMENT

Capital Lease vs. Direct Purchase.....	265
Approved Vehicles & Equipment Listing	266

CAPITAL BUDGET'S - Fiscal Years 2016 – 2020

Capital Improvement Program Description.....	275
Fund Description.....	275
Revenue Description.....	275
Trends and Assumptions for Estimates.....	276
Comprehensive Plan.....	277
Deferred Capital Improvement Projects.....	277
Capital Project Impacts on Operating Budgets.....	278
Cumulative Operating Impact of the CIP.....	279
Understanding a Capital Improvement Program Budget Form.....	282
FY2016 Capital Projects and FY2016-2020 Plan Graphs.....	284
Summary of FY2016 Capital Projects and FY2016-2020 Plan.....	286

BOARD OF EDUCATION CIP SUMMARY.....

Board of Education Graphs.....	294
Dr. Gustavus Brown E.S. RTU/Boiler Replacement.....	296
Full-Day Kindergarten Addition: Matula E.S.	297

TABLE OF CONTENTS

Page #

CAPITAL BUDGET'S - Fiscal Years 2016 – 2020

Full-Day Kindergarten Addition: Jenifer E.S.	298
Elementary School #22.....	299
Dr. Samuel A. Mudd Elementary - Renovation.....	300
Full-Day Kindergarten Addition: Berry E.S.	301
Full-Day Kindergarten Addition: Malcolm E.S.	302
Mary H. Matula E.S. Roof Replacement.....	303
Eva Turner E.S. Renovation & Study.....	304
Benjamin Stoddert M.S. Renovation & Study.....	305
McDonough H.S. Renovation Study/Phase 1 Renovations.....	306
Westlake H.S. Roof Replacement.....	307
Indian Head E.S. Boiler Replacement.....	308
Smallwood M.S. Roof/Chiller/H&V/UV Replacement.....	309
Elementary Schools - Playground Replacement	310
Site Improvements/Asphalt Replacement Program.....	311
BOE: Various Maintenance Projects.....	312
Local Portable Classrooms - Various Schools.....	313
Elementary School - Site Acquisition.....	314
Middle School - Site Acquisition.....	315
Milton Somers M.S. Gym Bleacher Replacement.....	316
COLLEGE OF SOUTHERN MARYLAND CIP SUMMARY.....	317
College of Southern Maryland Graphs.....	318
Center for Trades and Energy Training Building.....	319
Upgrade Telecom, PBX, Safety & Security Systems.....	320
Healthcare Training Facility.....	321
GENERAL GOVERNMENT CIP SUMMARY.....	322
General Government Graphs.....	323
Rural Legacy Program.....	325
Agricultural Preservation.....	326
Purchase of Developments Rights (PDR) Program.....	327
Various Maintenance Projects.....	328
Various Planning and Growth Management Studies.....	329
Lighting Retrofit.....	330
Courthouse Renovation.....	331
Engineering Plan Digitization.....	332
Sheriff's Office Improvements.....	333
Parking Lot Improvements.....	334
P.D. Brown Library Improvements.....	335
Robert J. Fuller Transitional Home Improvements.....	336
Generator Replacement Program.....	337
Develop Road Safety Prioritization Measure & Inventory.....	338

TABLE OF CONTENTS

Page #

CAPITAL BUDGET'S - Fiscal Years 2016 – 2020

WURC Implementation Studies.....	339
Uninterrupted Power Supply (UPS) Replacement Program.....	340
Benedict Waterfront Village Enhancements.....	341
Automation & Technology Master Plan- Facilities.....	342
Countywide Building Re-Keying.....	343
Security Upgrades.....	344
Health Department Roof Replacement.....	345
Charles County Courthouse HVAC Improvements.....	346
Government Building Water Infiltration Improvements.....	347
Detention Center Roof Replacement.....	348
Detention Center Annex Roof and Walls Improvements.....	349
Detention Center and Detention Center Annex Improvements.....	350
Detention Center Pump Station Rehab.....	351
Tri-County Animal Shelter Improvements.....	352
Replacement of County Financial Software Program.....	353
Public Facility Impact Fee Analysis.....	354
Government Center Master Plan.....	355
Radio Communications System Upgrade.....	356
La Plata Library Relocation.....	357
National Guard Armory Renovations Study.....	358
PARKS CIP SUMMARY.....	359
Parks Graphs.....	360
Park Repair & Maintenance Projects.....	362
Various Pedestrian & Bicycle Facilities.....	363
Waterfront Acquisition.....	364
Milton Somers Football Stadium Improvements.....	365
Oak Ridge Development Phase II.....	366
Gilbert Run/Oak Ridge Connection Trail.....	367
Popes Creek Rail Trail.....	368
TRANSPORTATION CIP SUMMARY.....	369
Transportation Map.....	370
Transportation Graphs.....	371
Road Overlay Program.....	373
County Drainage Systems Improvement Program.....	374
Safety Improvement Program- Existing Roadways.....	375
Traffic Signal Program.....	376
Sidewalk Improvement Program.....	377
Mill Hill Road Upgrade.....	378
Light Rail Transit Initiative.....	379

TABLE OF CONTENTS

Page #

CAPITAL BUDGET'S - Fiscal Years 2016 – 2020

Billingsley Road Safety Improvements.....	380
Old Washington Road Reconstruction.....	381
Bridge Replacement Program.....	382
Washington Ave.- Various Intersection Improvements.....	383
St. Patrick's Dr. & Western Pkwy.-Pedestrian Intersection Improvements..	384
Neighborhood Traffic Calming Program.....	385
Middletown Road Phase 3.....	386
Bibury Lane Bridge Replacement.....	387
Old McDaniel Road to Ocelot Street.....	388
Middletown/Billingsley Rds Traffic Signal & Intersection Improvements.....	389
Radio Station Road/Rt. 488 Traffic Signal & Geometric Improvements.....	390
Intersection Analyses/Traffic Signal Warrant Analyses.....	391
Western Parkway Road Improvements Phase 2.....	392
Western Parkway Road Improvements Phase 3.....	393
Water, Sewer, & Solid Waste Project Map.....	394

WATER CIP SUMMARY..... 395

Water Graphs.....	396
Underground Infrastructure Repairs.....	398
Water Model Update.....	399
Various County Water Studies.....	400
South County Water Transmission Main.....	401
Satellite Water Facility Upgrades.....	402
Bensville Water Tower No. 8.....	403
Chapel Point Water Tower (Relocated).....	404
Pinefield Water Tower Rehabilitation.....	405
Gleneagles 2MG Water Tower.....	406
Waldorf Fire House Water Tower Replacement.....	407
White Plains 2MG Water Tower.....	408
Settle Woods Water Tower Rehabilitation.....	409
Cliffton Replacement Well.....	410
Bryans Road 2MG Water Tower.....	411
Bensville Road Water Line Extension.....	412
Bensville/Bryans Road Water Systems Interconnection Study.....	413
Hughesville Water Line.....	414
Private Water System Interconnection Program.....	415

COMBINED WATER & SEWER PROJECTS

Automation & Technology Master Plan- Water & Sewer.....	416
Treasurer's Office Reconfiguration.....	417

TABLE OF CONTENTS

Page #

CAPITAL BUDGET'S - Fiscal Years 2016 – 2020

SEWER CIP SUMMARY	418
Sewer Graphs.....	419
Influent/Effluent Pump Station.....	421
MWWTP Electrical System Replacement.....	422
MWWTP Flow Equalization.....	423
Mattawoman Infiltration and Inflow.....	424
Mattawoman WWTP Automation.....	425
Pump Station Rehabs and Replacements.....	426
Satellite Wastewater Facility Upgrades.....	427
MWWTP Clarifier and Thickener Repairs.....	428
Cobb Island/Swan Point Interconnection.....	429
MWWTP Utility Water System Evaluation & Improvement.....	430
Sewer Model Update.....	431
Clifton Pump Station #4.....	432
Mattawoman WWTP Berm Relocation.....	433
Hughesville Package Treatment Plant.....	434
Marshall Hall Road Gravity Sewer.....	435
Piney Branch Sewer Replacement (Upper Reaches).....	436
MD Route 5 Pump Station Forcemain.....	437
Zekiah Pump Station Upgrade.....	438
Zekiah Pump Station Forcemain.....	439
Zekiah Interceptor Sewer Upgrades.....	440
Clifton WWTP Improvements.....	441
Mt. Carmel Woods/College of Southern Maryland (CSM) Pump Stations & Forcemains Phase 3.....	442
Old Washington Road Sewer.....	443
MWWTP Belt Filter Press Replacement.....	444
MWWTP Primary Clarifiers #1-4 Demolition.....	445
White Plains Failing Septics.....	446
In-Line Sewer Equalization Study.....	447
Hughesville Sewer System.....	448
Southwinds Pump Station Outfall Gravity Sewer.....	449
MWWTP Effluent PS Forcemain Improvements.....	450
 LANDFILL CIP SUMMARY	 451
Landfill Graphs.....	452
Automation & Technology Master Plan - Landfill.....	453
Landfill Leachate Conveyance System.....	454
Landfill Leachate Pretreatment Facility.....	455
Landfill Storm Water Management Ponds.....	456

TABLE OF CONTENTS

Page #

CAPITAL BUDGET'S - Fiscal Years 2016 – 2020

ENVIRONMENTAL SERVICE FUND CIP SUMMARY.....	457
Pisgah Flare Station.....	457
WATERSHED PROTECTION AND RESTORATION CIP SUMMARY.....	458
Watershed Protection and Restoration CIP Graphs.....	459
NPDES Retrofit Projects.....	460
Cobb Island Drainage Study.....	461
Public Works Campus Stormwater Management Improvements.....	462
Approved Capital Project Program - A Three Year View	463
Planning & Growth Management: Capital Services.....	473

FINANCIAL PLANNING

Five Year Planning Description	475
Trends and Assumptions for Estimates.....	475
Five Year Plans: General Fund	476
Five Year Plans: Water & Sewer Fund	480
Five Year Plans: Solid Waste.....	484
Five Year Plans: Watershed Protection and Restoration Fund.....	485
Financial Condition Evaluation: Revenue Indicators.....	486
Financial Condition Evaluation: Revenue & Expenditure Indicators.....	493
Financial Condition Evaluation: Expenditure Indicators.....	494
Financial Condition Evaluation: Operating Position Indicators.....	497
Financial Condition Evaluation: Debt Indicators.....	500
Financial Condition Evaluation: Unfunded Liability Indicators.....	503
Financial Condition Evaluation: Capital Indicator.....	505
Financial Condition Evaluation: Resource Indicator.....	506
Financial Condition Evaluation: Historical Balance Sheet & Income Statement.....	507

DEBT SERVICE

Why Incur Debt?.....	509
Bond Rating Agencies and Charles County's Rating.....	509
Types of Bonds.....	510
Limitations on Debt	510
Future Plans to Incur Debt	510
Water and Sewerage Debt	511
Impact on Future Operations.....	511
Schedule of Future Debt Service Requirements.....	512
Schedule of Debt Outstanding	513
Debt Ratios.....	518
Bonded Debt Service Expenditures as % of General Fund Revenues.....	518

TABLE OF CONTENTS

Page #

GLOSSARY.....	519
ABBREVIATIONS & ACRONYMS.....	524
INDEX.....	529



Charles County Government
OFFICE OF THE COUNTY ADMINISTRATOR

CHARLES COUNTY COMMISSIONERS

Peter F. Murphy, *President*
Ken Robinson, *Vice President*
Debra M. Davis, Esq.
Amanda M. Stewart, M.Ed.
Bobby Rucci

Michael D. Mallinoff
County Administrator

August 25, 2015

Dear Charles County Citizens:

I am pleased to present the Charles County Government Fiscal Year 2016 Adopted Budget. Each year, the budget process is used to determine how much money will be available and where those resources should be allocated. The budget for all funds combined equals \$556 million; an increase of 2% compared to FY2015 Adopted Budget. The General Fund Adopted Budget for Fiscal Year 2016 provides \$11 million more in funding of which 57% of that increase will go towards education and county infrastructure. The budget provides resources to operate the new state of the art St. Charles High School and expands the campus of the College of Southern Maryland into the Hughesville area. The Fiscal Year 2016 budget was adopted without raising property tax or income tax rates. In order to balance a \$7.9 million baseline budget gap, the Commissioners adopted several funding solutions, including enacting a one half of one percent real property transfer tax. This new revenue source is estimated to generate \$4.7 million in tax revenue which will be used to fund education, specifically adding a fourth grade to St. Charles High School, and to offset the Watershed Protection and Restoration fund expenses. Residents will see a 25% savings in the Stormwater Remediation Fee.

In keeping with our Mission Statement to provide our citizens the highest quality of services, in an open environment tempered with fiscal responsibility, I present the operating and capital budgets for the year beginning July 1, 2015 and ending June 30, 2016.

Budget Highlights

General Fund Operations:

Our largest operating budget is the General Fund. The FY2016 General Fund Operating Budget was adopted at \$365,682,800, an increase of 3% compared to the Original Adopted FY2015 Budget. The County property tax rate was held constant at \$1.141 per \$100 of assessed value and \$0.064 per \$100 of assessed value for the Fire & Rescue Tax, for a total local property tax rate of \$1.205. The local portion of the State income tax rate was also held constant at 3.03% of the State liability.

Property Taxes will provide us with \$2.6 million more in tax revenue over the prior fiscal year. This revenue source is expected to generate a total of \$205 million, nearly 59% of our total General Fund operating revenues. Our second largest revenue, **Income Tax**, is 2% greater than the FY2015 Adopted Budget. Revenues from income taxes are estimated to increase by \$1.7 million and equal \$112 million, representing approximately 32% of the operating revenues. The new **Real Property Transfer Tax** is estimated to generate \$4.7 million in tax revenue to assist in funding public schools and stormwater management. Surplus funds from the Cable TV/I-net fund will increase by \$400,000. Surplus reserves of \$2.3 million will be transferred from the Capital Project Fund to assist in funding one-time costs associated with a \$1,500 salary bonus for Full-time County Employees and Sheriff Deputies. **Recordation Tax**

Your Charles County Connection...

Departments: Community Services • Emergency Services • Fiscal & Administrative Services
Human Resources • Planning & Growth Management • Public Works

Offices: Media • Public Information • Safety • Security • Tourism

P.O. Box 2150 • 200 Baltimore Street • La Plata, Maryland 20646 • 301-645-0553 • 301-870-3000

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decreased by \$3.2 million due primarily to the one-time recordation tax received in Fiscal Year 2015 from the Competitive Power Ventures property transfer transaction.

Relative to our budget priorities, approximately 76% of the General Fund budget is appropriated for Education, Public Safety, Economic Development, and Comprehensive Planning.

Our largest budget priority, Public Education, will be receiving \$3.9 million more than the Maintenance of Effort level required by law and continues funding St. Charles High School, including the addition of a fourth class. The **Board of Education** (BOE) will receive \$166.1 million, \$4.2 million more than FY2015 which includes funding teacher's pension obligations.

The **Sheriff's Office** and related functions will receive a total funding of \$79.9 million, a 2% increase compared to FY2015. Our steady and consistent funding in the police force clearly has helped in our fight against crime and provides for a safer community.

The budget will fund the replacement of antiquated portable radios to enhance communication between first responders. VanGo transportation program funding increased by \$330,000 to leverage state and federal funding of more than \$1 million for capital purchases and enhanced routes. The FY2016 budget will maintain the County's fund balance reserve within policy limits of 8-15% of total budgeted operating revenues.

Capital Project Budget:

Our Capital Budget is based on a five-year program that provides for multi-year project development and to ensure that projects can be afforded within our means while meeting our stated goal of enhancing our infrastructure. Although these project budgets are adopted on an annual basis, there is significant long range planning that takes place before approval. The County continues to exercise sound fiscal judgment by adhering to our policy of spending within our debt affordability limit and prioritizing the many requests for capital projects. The County was rewarded for its fiscal discipline during FY2015 with an increase to a AAA rating from Standard & Poor's and re-affirmation of its current AAA bond rating from Fitch and our Aa1 rating from Moody's. Bond ratings directly affect the interest rate received on borrowed funds in support of our capital improvement program.

The FY2016 - FY2020 Capital Improvement Program (CIP) provides for \$475 million in funding from a combination of sources so that the infrastructure for schools, roads, parks, water & sewer, and public buildings can be constructed. Public School projects total \$110 million, and accounts for approximately 23% of the \$475 million. Water and Sewer projects total \$179 million and Environmental projects, including stormwater management projects, are planned to receive \$66 million over the next five years. Approval for the College of Southern Maryland projects equaled \$35 million. Transportation/Road projects equaled \$45 million and another \$40 million is planned for various other projects.

The capital investment in education is evident with \$145 million of State and County funds appropriated for public schools and college facilities. The County continues to support the Board of Education's priority requests for major renovation of older schools, full-day kindergarten additions, maintenance of existing schools, and future renovation projects. The College of Southern Maryland (CSM) is preparing to undertake three major projects at an investment of \$48 million in combined State and County funds. A training facility centrally located to the tri-county area will be the first project under construction in FY2016. This facility will assist students seeking gainful employment in fields of high demand such as energy and trades.

Enterprise Fund Operations:

County government provides many services and facilities that are funded by a customer user fee, such as water and/or sewer, landfill, recycling, stormwater management, building inspection, and recreational programs. Because these operations have been structured to generate revenue to pay for associated costs (like a business) they are budgeted for in separate funds known as enterprise funds. A comprehensive annual budget review to ensure the various fees and charges are adequate to support these operations. Various program fee increases have been enacted to offset the cost of inflation for services provided.

Our largest enterprise fund is for water and sewer operations. This fund has an operating budget of \$29.7 million. The budget increased 5% and the user fee rates were increased accordingly. The County user fee rate continues to rank in the lower half of surrounding jurisdictions. The fee increase will help keep the fund fiscally sound and continue to support the programs and operating costs associated with providing safe and certain water and sewer services.

The second largest enterprise fund is the landfill operations located off Billingsley Road. The Landfill has an operating budget of \$5.5 million while maintaining the tipping fee rate constant at \$70 dollars per ton. Our citizens may also purchase tag-a-bag tickets for \$2.00 and deposit the bags at our landfill or transfer stations in lieu of contracting with a trash service. The Environmental Service Fee (ESF) Fund was approved for \$4.6 million. The rate of \$88 per improved property tax account will support recycling efforts throughout the County and will service approximately 45,000 home units for curbside recycling. The County is proud to have achieved a 54% waste diversion due to the citizen's efforts in recycling. The Stormwater remediation fee which supports the Watershed Restoration and Protection fund will be reduced to \$35 per improved property tax account. Revenues generated from this fee are used to address the County's Stormwater management permit.

Other Goals

On July 27, 2015, the County Administrator hired a new Economic Development Director. Under new leadership, the department will develop a five year economic development strategic plan for the county, incorporating extensive community input. Additional initiatives planned for FY2016 include enhancing business attraction by increasing awareness of Charles County as competitive business location within the DC Metro region. Increased marketing of the Disadvantaged Business Loan Fund program and revisions to the Targeted Industry Incentive Loan Fund program will better meet the needs of local businesses. The Department will continue to support and develop workforce attraction and retention resources; identify or create incentive programs for business attraction and expansion; and work with the State of Maryland's economic development team to leverage and maximize opportunities that flow from the state to the local jurisdictions.

In addition, the Department of Economic Development will prioritize the Town of Indian Head and the Naval Support Facility at Indian Head through leadership and active support – as appropriate – of efforts to revitalize the Town of Indian Head, strengthen the military position of the installation, and leverage the tenant activities to attract and expand private sector investment and activity in Charles County.

New programs for local business engagement were launched in FY2015. An online survey of county business owners began in May of 2015 and continued into the new fiscal year. Specifically, the goal of this effort is to learn more about current businesses here and determine what resources are needed in order to help them grow. The results of the survey will be used to inform the department's decision making as it develops the strategic plan. Development and implementation of the strategic plan will be a significant part of the department's work over the next 5 years.

The newly launched Quarterly Business Roundtable is another tool developed and designed for improved interaction with local businesses. The department will also launch a revised annual fall event that is planned for November of 2015. The purpose of the event is to define and enhance the understanding of what economic development means to Charles County and ensure accountability and transparency in the strategic planning process.

In FY2015, the Economic Development Department completed an extensive marketing initiative that included implementing a new marketing strategy, creating new graphics and tagline, and development of an entirely new website. The new website, www.MeetCharlesCounty.com launched April 1, 2015, and has received extensive local, regional, and national notice.

The key messaging developed for these efforts captures Charles County's unique value proposition – its prime advantages for business:

- Strategic location as an asset: Proximity to Washington DC and Baltimore amid a market of nearly 10 million people;
- Well-positioned for commercial investment and growth: Hundreds of acres of approved and build-to-suit sites; and
- More than just a great place to live: Sustained residential growth and quality of life attract a strong talent pool for employers.

The tagline, Charles County, Close to the Capital, Far from Ordinary, introduced in conjunction with the new website launch and has been incorporated into all departmental marketing and collateral material.

Business attraction outreach efforts were expanded in FY2015 to include site selector engagement. Further, proactive media pitching yielded stories in two national location publications, both of which have print circulation exceeding 20,000, plus online coverage. New social media engagement via LinkedIn, Facebook, and Twitter has created additional avenues of connection with the local business community.

These initiatives have become the foundation for on-going economic development marketing activity going into FY2016. Plans call for an emphasis on marketing the county nationally and as a prime business location option within the DC Metro and Baltimore regions. The Department of Economic Development will work in good faith to achieve its stated goals and objectives.

The revised draft **Comprehensive Plan** was completed and submitted to the Maryland Department of Planning for review. Staff has reviewed the state's comments and made some of the requested changes. Our newly appointed Planning Commission has received the revised draft and will decide whether to adopt some, all or none of the recommended changes. Then the plan will be submitted to the County Commission for a public hearing and adoption with or without changes.

A variety of projects within The Waldorf Urban Redevelopment Corridor are underway. The County has committed to major infrastructure improvements for roads, sewer, water and stormwater systems. The engineering designs have commenced. The Redevelopment Manager has held numerous team meetings and workshops geared toward the accomplishment of Phase 1, the new Civic Campus. The planning for a new light rail transit service to Waldorf continues and the county is working closely with the Maryland Transit Authority and Prince George's County to bring train service to the residents of the county in the future as the County transitions to more urban spaces.

The County continues to work on various rural land conservation programs by utilizing both County and State funds for the acquisition of agricultural land conservation easements and Rural Legacy easements in the Zekiah Watershed. Recently a new program began to allow for the purchase of development rights on agricultural lands in order to preserve resources and limit urban sprawl.

The Department of Planning & Growth Management has begun implementing historic village revitalization plans for Port Tobacco and Benedict. New signage and a boardwalk in Benedict were completed. Improvements to the old Tobacco Packing Warehouse in Hughesville are being planned for the near future and a new branch of the College of Southern Maryland was approved for Hughesville.

Work on the Joint Land Use Study between the Indian Head Naval Base and Charles County is nearly complete as is study of the land uses surrounding the Maryland Airport. Watershed Implementation Plans are now in place to improve water quality and reduce pollutants entering the numerous water bodies in Charles County and to help protect the Chesapeake Bay. The State of Maryland has given the county high marks in their analysis of our two year milestones and implementation of our pollution prevention projects.

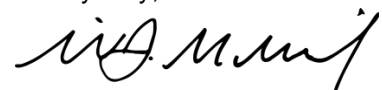
The County is beginning to see new development projects as the economy begins to recover from the recession. The past year included several new residential development projects in St. Charles, new restaurants and various master planned projects which are still under review.

Conclusion

As County Administrator, I believe the future prosperity of the County depends on a solid foundation of education, public safety, economic development, enhanced infrastructure, effective and efficient government, comprehensive planning, and environmental awareness. Achievement of our goals in these major areas will enable the County to prosper and thrive. I am proud of our efforts which reinforce that Charles County continues to be a great place to live and work.

I particularly appreciate the hard work and dedication of all our County employees and the unwavering commitment of the Board of County Commissioners. Without their effort and the pride they take in their work the County could not reach the goals that have been set. Most of all, I thank you, our citizens for your interest, support and understanding. With citizens and the government working together, there will be no limit as to what can be achieved in our community.

Very truly,



Michael D. Mallinoff
County Administrator

FINANCIAL POLICIES

Charles County's financial policies compiled below set forth the basic framework for the overall fiscal management of the County and are used in the development of the annual budget. These policies are built upon the County's Mission Statement to provide our citizens the highest quality service possible in a timely, efficient, and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning, and have an appropriate managerial organization tempered by fiscal responsibility.

FINANCIAL PLANNING POLICIES:

1. The County will adopt a balanced budget on a per fund basis. A balanced budget in the public sector is achieved when the government has enough fiscal discipline to be able to equate the revenues with the expenditures over a fiscal year. In other words, a budget is balanced if its income is equal to its expenditure. A balanced budget is required for all funds with the exception of the Fiduciary Fund (Pension and OPEB Trust Funds), which accounts for assets and liabilities for employee pension and other post-employment benefits. Operating budgets are balanced by adjusting revenues and expenditures, and in some cases to a limited degree, the use of prior year surpluses. Fiduciary Funds are not subject to a budgetary process, however, they can be found in the County's Audited Financial Statements.
2. Review and approve long-range financial plans for operating and capital budgets for all major funds. By establishing long-range plans, the County measures the fiscal impact of today's decisions on tomorrow's outcomes. Long-range financial plans include cash reserves for future capital investments.
3. An annual report on the financial condition of the County using established benchmarks and criteria will be researched, prepared, and published in the annual Budget Book.
4. Annually, a five-year Capital Improvement Program will be developed, analyzing all anticipated capital project budgets by year and identifying associated funding sources.

INVESTMENT POLICY:

The Joint Statement of Investment Policies and Accounting Procedures and Internal Controls for Investments was adopted in January 1995 and last amended in July 2015.

1. The County maintains an investment pool that is available to all funds except the Pension Trust Fund, which holds investments separate from other County funds.
 - a. With the Exception of the Pension Trust Fund, the County may invest only in the following types of investments: U.S. Treasury Bills, U.S. Treasury Notes or Bonds, Certificates of deposit (CDs), Repurchase Agreements- fully secured by the United States Government Securities, Local Government Investment Pool, Daily Sweep Account, Commercial Paper, Money Market and obligations that a federal agency or instrumentality has issued in accordance with an act of the United States Congress.
 - b. Contractually, the County's Pension Trust investment managers are restricted to investments that are recommended to and approved by the board of County Commissioners within the established asset allocation policy.

FINANCIAL POLICIES

DEBT POLICIES:

The annotated Code of Maryland, Article 95, Section 22F(d) requires that each local government unit shall adopt by resolution, motion, or ordinance a local debt policy. The County Commissioners adopted the following Debt Policy on September 22, 2009.

AUTHORITY TO ISSUE DEBT:

1. The County may only issue general obligation and revenue bonds under authority conferred by the Maryland General Assembly. As a Code Home Rule county, the County may also authorize the issuance of general obligation and revenue bonds by a public local law enacted by the County Commissioners. There are no statutory limits on the amount of general obligation or revenue bonds that may be authorized by the County Commissioners. The County may refund any of its outstanding general obligation or revenue bonds under the authority of Chapter 825 of the Laws of Maryland of 1977, now codified as Section 24 of Article 31 of the Annotated Code of Maryland (1997 Replacement Volume). No referendum is required.
2. The County may issue economic development revenue bonds under State law which provides that such bonds shall not constitute indebtedness or charge against the general credit or taxing power of the County. In addition, the County may participate in State loans for school and highway construction, which is secured solely by the County's portion of certain State-shared revenues.
3. Pursuant to Section 9-10B-01 of Article 24 of the Annotated Code of Maryland, the County may issue bonds necessary to finance the cost incurred to construct new capacity for public school facilities within Charles County. The debt service on these bonds is paid for by a special tax assessment (excise tax) on new home starts after June 30, 2003, payable over a 10-year period.
4. The County is authorized to issue general obligation bonds to finance water systems, sewerage systems, solid waste disposal systems and solid waste acceptance systems in the Waldorf Special Taxing District One, the Mattawoman Special Taxing District Number 2 and Special Taxing District Number Three. The three special taxing districts are authorized to levy charges, assessments and taxes to pay the debt service on bonds previously issued by the respective districts and bonds issued by the County after their creation in 1976. The County expects to pay debt service on its water and sewerage debt from special assessments, connection fees, charges for the upkeep of water and or sewer, and sewer service charges pertaining to the respective systems for which the indebtedness was incurred. If required at any time to pay debt service on water and sewerage debt incurred to finance water and sewer facilities in a particular special taxing district, the County is authorized to levy a tax on the assessable property in the special taxing district. If for any reason any such levy should prove inadequate, the County is authorized to levy a tax on the assessable property throughout the County in order to raise the required funds to pay such debt service. The principal amount of outstanding bonds relating to such improvements in any special taxing district cannot exceed 10% of the total value of the property assessed by County taxation purposes.

DEBT ISSUE GUIDELINES:

The County will use the following guidelines when issuing debt:

1. Long-term borrowing will not be used to finance current operations or normal maintenance.
2. All debt issued, including lease purchases, will be repaid within a period not to exceed the useful life of the asset or the improvement financed by the debt.
3. The County will maintain its General Fund debt service payments at a level not to exceed eight percent of the General Fund operating revenues.
4. In an effort to provide critical capital projects, while simultaneously keeping debt issuances to a minimum, the County will monitor the fund balance of the General Fund for the purpose of utilizing any excess for pay-as-you-go funding for the Capital Improvement Program (CIP).
5. The County will seek to maintain and, if possible, improve our current bond rating in order to minimize borrowing costs and preserve access to credit.
6. General Obligation debt issuance will be managed on an annual basis to match funds to the CIP cashflow requirements.

FINANCIAL POLICIES

7. The County will analyze market conditions prior to debt issuance to determine the most advantageous average life.
8. The County will attempt to repay debt using a level principal repayment structure.

DEBT CAPACITY:

The County's debt capacity shall be maintained within the following primary goals:

1. The five-year financial plan will help determine the amount of debt that can be issued.
2. The General Fund debt service will not exceed eight percent of the operating revenue budget.
3. The annual review of the Capital Improvement Program (CIP) will identify projects that are eligible for long term debt financing.
4. The adopted CIP will closely match the debt that is affordable as calculated by the annual update of the five-year financial plan.

The annual debt issuance guidelines encompass all traditional County infrastructure projects (e.g. public safety facilities, schools, libraries, equipment, transportation, etc.). Not included in the annual debt issuance calculations are issuances for projects supported by a specific revenue source. Also not included in the guidelines are bonds issued in accordance with the tax increment financing (TIF) policy. When appropriate, these debt offerings will be factored into the overall debt ratios and financial condition of the County.

REVENUE POLICIES:

1. Estimation of revenue receipts shall be realistic and attainable both in the determination of fund balance generation in the current fiscal year and in the estimated receipts for the following year. Where judgment is required, conservatism shall be the rule.
2. The Commissioners review all user fees and charges annually. The review will include changes to existing fees and charges and approval of new fees and charges.
3. The County's goal for Enterprise funds is to establish rates that provide for self-sufficiency. During the Budget Process, a review of all programs that operate on an enterprise fund basis is prepared to ensure that revenues for such programs continue in a self-supporting nature. By doing so, the Commissioners relieve the pressure of funding such programs on the general taxpayer. Major programs include Water & Sewer, Landfill, Environmental Services, Recreation, Watershed Restoration & Protection Program, and Developer Inspection & Review.
4. Grant funding will be considered to leverage County funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will mainly be budgeted in Special Revenue funds. The programs will be adjusted to reflect the level of funding available.

FUND BALANCE POLICY:

The County Commissioners adopted the following policy on March 9, 2010 in order to manage the County's financial resources by establishing a fund balance policy for its General Fund operation. This policy will ensure the County maintains a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unexpected one-time expenditures. The policy will be reviewed on an annual basis during the budget process.

1. General Fund: The fund balance range for the General Fund shall not be less than 8% and not more than 15% of the total budgeted operating revenues of the General Fund budget.
2. Water and Sewer Enterprise Fund: The fund balance range for the Water and Sewer Operating Budget shall not be less than 30 days and not more than 120 days of the total budgeted operating expenses of the Utilities Operating Fund.

FINANCIAL POLICIES

SURPLUS:

When there is a surplus (in excess of 15% of the General Fund Budget), those funds are to be designated or appropriated during the next fiscal year for the following purposes in order of priority:

1. Eliminate shortfalls in related funds. 1.) Any General Fund surplus shall be transferred to cover shortfalls within the Special Revenue Funds. 2.) Any Water and Sewer Operating Budget surplus shall be reserved for one-time capital needs.
2. Reduction or avoidance of debt. If there is short-term debt within the fund the surplus may be applied to reduce or eliminate the debt if financial analysis proves this to be advantageous for the County. If a borrowing is scheduled, the surplus may be used to reduce the principal amount the County needs to obtain if financial analysis proves this to be advantageous for the County.
3. Applied to capital outlay purchases. Surplus funds may be used to supplement or enhance equipment or capital replacements.
4. One-time capital needs. Since a surplus does not represent a recurring source of revenue it should not be used to fund a recurring expense; however, if a one-time capital project expenditure has been identified, but not already funded through an appropriation, the surplus may be appropriated for this use.
5. Tax, fee, or rate stabilization. Surplus funds may be designated for stabilization in order to avoid raising taxes, fees, or rates related to the fund in subsequent years.

SHORTFALL:

If it is determined there is a shortfall (an amount below the lower limit of the fund balance range), the fund balance is to be rebuilt through the following mechanisms in order of priority:

1. Distribution of surplus from other related funds as delineated under "Surplus" category.
2. An appropriation during the next three annual budget cycles of at least 20% of the shortfall for the purpose of restoring fund balance to the 8% floor. If this is financially unfeasible, a written plan shall be forwarded by the County Administrator to the Board of County Commissioners for approval in order to restore the fund balance to an amount within the range within the specified time frame. This plan may require reduction of services, increases in taxes, fees, or rates, or some combination thereof.

EXPENDITURE POLICIES:

1. The Operating Budgets shall be balanced in total with any excess being held in a contingency in the individual fund.
2. A contingency reserve is approved in the General Fund operating budget during the budget process to reduce the pressure on Fund Balance appropriations for emergencies or revenue shortfalls.
3. The Operating Budget is adopted at the fund level. Each department and division prepares its own budget based on Budget Staff recommendations for review with the Budget Staff and County Administrator and final approval by the Board of County Commissioners. Current budget processing guidelines require that departments request any enhancements separately from the baseline budget. Enhancements would be identified as funding requested for a new program offering or new staff.
4. The budget process is intended to weigh all competing request for County resources, within expected fiscal constraints. Requests for new, ongoing programs made outside of the budget process will be discouraged.
5. The budget is approved in the form of a resolution after the Commissioners have held an advertised public hearing. During the year, it is the responsibility of the Chief of Budget to administer the budget.
6. Budgetary Control is maintained by employing the use of encumbrances to control the expenditure of appropriations.
7. Unless otherwise provided by public general law, all unexpended and unencumbered appropriations in the current operating expense budget remaining at the end of the fiscal year shall lapse into the fund balance account.

FINANCIAL POLICIES

8. The Personnel Policy and Procedure Manual was last revised on October 28, 2014. This manual addresses employee compensations as follows:
 - Grade and Salary Structure: It will be the duty of the Director of Human Resources to maintain a system of salary administration which is fair and equitable, and that the director will, from time to time, provide for periodic salary surveys and recommend changes to the County's system through the County Administrator. An external and internal equity study will be performed, at a minimum, once every seven (7) years.
 - Entrance Rates: The entrance pay rates will normally be the base rate of the salary range prescribed for the grade. Whenever possible, new employees with Charles County Government will begin employment at the base salary within the position grade. Occasionally, in order to recruit the best and most qualified talent, it may be necessary to approve a starting salary above the base salary. Starting salaries above the base salary will be based on qualifications, salary history, and availability of candidates.
 - Employees may advance within their salary range annually until they reach the maximum of their grade if job performance as rated on the performance appraisal is 1.70 or better. Annual salary increases will be equivalent to 3% of the midpoint of the employee's assigned grade. Portions of an annual salary increase that exceed the maximum amount in a salary grade will be paid as a longevity award. An employee whose job performance is rated 1.69 or lower will not be eligible to receive a within grade salary increase during that fiscal year.
 - Employees whose salaries have reached, or exceed, the maximum of the grade (redlined salaries) are eligible to receive longevity awards and cost of living adjustments only. Consideration for a longevity award will occur at the first anniversary the employee is not eligible for an annual salary increase and yearly on their anniversary date, and will be awarded to those employees whose performance rating is not less than 1.70. Longevity awards of 3% of the midpoint of the employee's assigned grade will be paid in a lump sum amount. It is not added to the employee's salary.
9. Policies and Procedures for the operation of the Purchasing Office were adopted on June 10, 1999 and revised July 6, 2013. These policies cover purchasing and procurement, competitive bidding, disposition of surplus property, and law enforcement supplies & equipment.

CAPITAL MANAGEMENT POLICIES:

1. The Capital Improvement Program provides for the development and improvement to the County's infrastructure for the ensuing fiscal year and four years thereafter. The first year of the plan establishes a budget for the new fiscal year. The remaining four years serve as a guide for use in determining probable future debt issuance needs and operating cost impacts.
2. Proposed projects will be submitted on an annual basis for review with the County Commissioners. Project submissions will include a section containing future operating impacts that, if approved, will be factored into the County's Five Year Plans.
3. The Capital Budget is adopted at the project level. Governmental capital improvement expenditures are accounted for in the Capital Projects Fund and are funded by a variety of sources. Enterprise fund capital improvement expenditures are accounted for in their respective funds.
4. No appropriation for a capital project in the capital budget shall lapse until the purpose for which the appropriation was made shall have been accomplished or abandoned or a transfer of appropriation has been authorized by the County Commissioners; provided, however, that any capital project shall stand abandoned if three fiscal years elapse without any expenditure from or encumbrance of the appropriation are made. The balances remaining to the credit of the completed or abandoned capital projects shall be available for appropriation in subsequent capital budgets upon approval by the County Commissioners.
5. Authority to transfer budget amounts within the Capital Project fund are established under the "Budget Policies and Delegated Authorities".

FINANCIAL POLICIES

BUDGET POLICIES:

1. The County Commissioners adopted the *Budget Policies and Delegated Authorities* on April 3, 1995 and these policies were last revised on March 11, 2014. These policies address:
 1. Delegated Authority for Budget Transfers
 2. Supplementary and Emergency Appropriations
 3. Lapsed Appropriations
 4. Capital Project Budget Procedures and Delegated Authority for Change Orders of Capital Project Contracts
 5. Formal Bid Award Procedures

These policies apply to budgets managed by the County Commissioners, County Administrator, County Attorney, and Department Heads.

BUDGET AMENDMENT

The formal guidelines for Budget Amendments are as follows:

Budget Amendments - Levels of approval authority for budget amendments (the overall total of the fund budget or special account is increased or decreased) are as follows:

1. Approval authority for minor Budget Amendments up to \$15,000 is delegated to the President of the Board of County Commissioners, and in excess of \$15,000 requires the majority approval of the Board of County Commissioners.
 2. Approval authority for minor Grant Budget Amendments up to \$5,000 where no County funding is required is delegated to the Director of Fiscal & Administrative Services; from \$5,001 up to \$100,000, or where no County funding or additional funding is involved is delegated to the County Administrator. Such grant awards shall be placed within the C-wing mail log. Grant applications and awards have already been through an authorization process involving the President of the County Commissioners prior to budget amendments.
 3. Budget Amendments resulting from documented reimbursements such as insurance claims, third party payments, etc. is delegated to the President of the County Commissioners.
 4. Budget Amendments resulting from deferred revenue, reserved fund balance, and/or carryover grant budgets are delegated to the Director of Fiscal & Administrative Services due to the continuation of a previously approved budget.
 5. All other budget amendments must be approved by the majority approval of the Board of County Commissioners.
2. Regular updates to income statement reports are prepared for all major operations comparing year-to-date activity and year-end estimates with budget and prior year actual results. This review alerts the Board of County Commissioners to any financial problems that may require action, or operating surpluses that could be reinvested for program improvements.

ACCOUNTING POLICIES:

POSITION CONTROL PROCEDURES

The County Commissioners adopted the Accounting Policy and Procedures Manual for Position Control Procedures in January 1995 and these policies were last revised on September 23, 1997. The overall objective is to achieve proper control and approvals over adding or deleting of full-time and full-time reduced hours positions within departments controlled by the County Commissioners and to report status of positions to the County Commissioners on a quarterly basis. This policy was put in place to:

1. To ensure that only authorized positions are advertised and hired.
2. To ensure that the Budget Office is notified of all authorizations for new position and the source of funds for those positions.

FINANCIAL POLICIES

3. To ensure that only budgeted positions are added to the payroll.
4. To properly train the departments of County government in the proper procedures for obtaining new permanent position and in filling vacancies in permanent positions
5. To establish an effective management information system which provides information in a concise format useful to management.
6. To maximize the use of electronic data processing and electronic data processing controls.
7. To establish control procedures to test the system for failure and to report any discrepancies to the County Commissioners on a timely basis.

ASSET ACCOUNTING AND CONTROL PROCEDURES

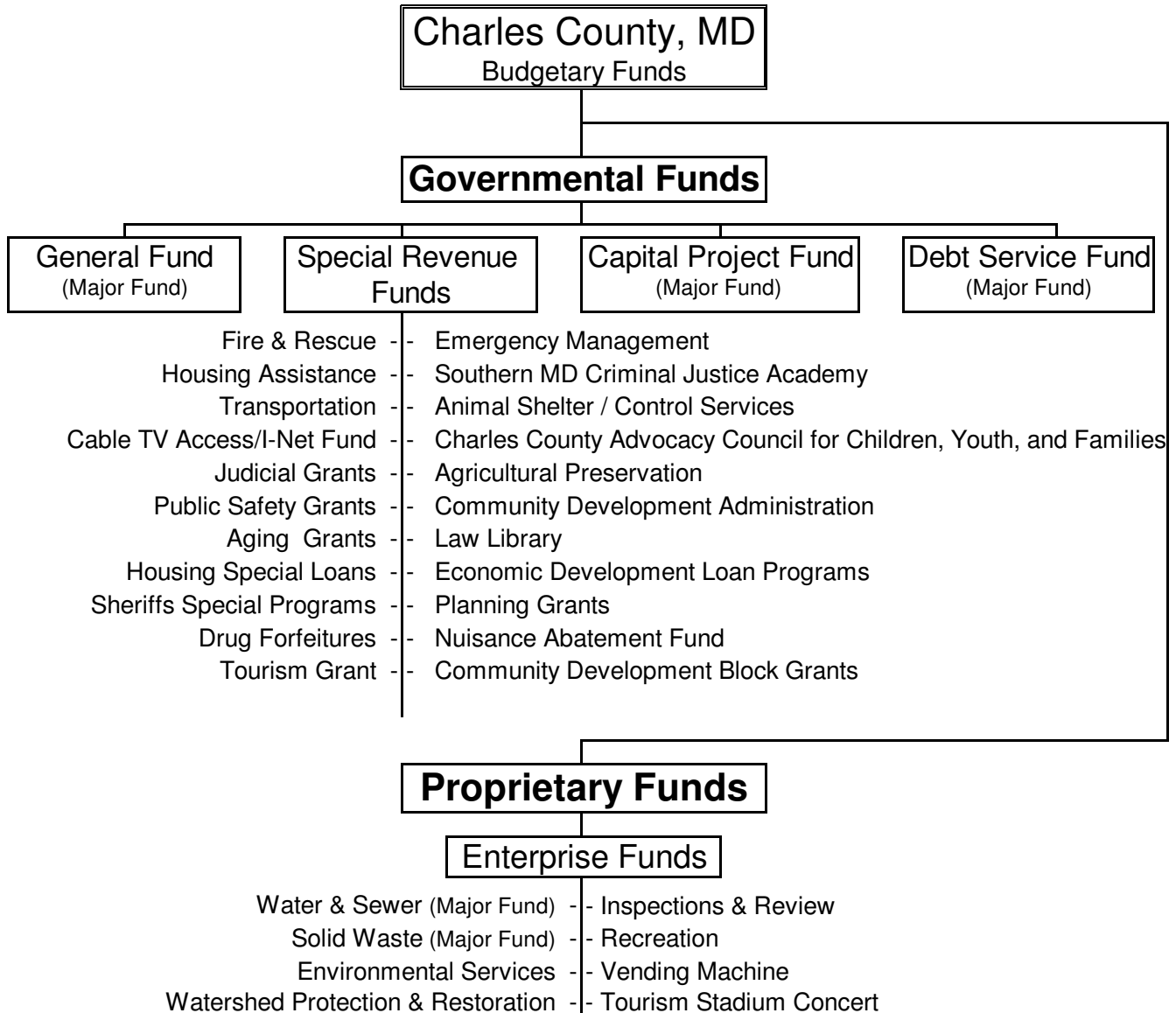
The County Commissioners adopted this policy on March 29, 2011. Assets are differentiated between Capital Assets (greater than \$5,000) and Controlled Assets (less than \$5,000). Capital Assets included all assets with an expected useful life of one year or more and with an original cost of greater than \$5,000 per unit. These items shall be recorded in the accounting records and in the Capital Asset Records when they are acquired and/or put into service. Controlled Assets include assets with an expected life of one year or more and with an original cost of less than \$5,000 per unit. These assets should include, at a minimum, those assets with an original cost of between \$1,000 and \$4,999 per unit, but may also include assets that fall below the \$1,000 if the department head deems it advantageous to track these lower per unit cost assets for internal control purposes. The objectives of these asset accounting and control procedures include the following:

1. To define and maintain proper accounting controls over capital assets acquired by the County.
2. To assign responsibility for the safekeeping of capital assets to the appropriate managers.
3. To establish standard procedures for the recognition in the accounting and capital asset program of acquisitions, disposals, and transfers of capital assets.
4. To ensure that all information needed for insurance or warranty purposes is obtained and maintained on a current basis.
5. To ensure that proper approvals are obtained and established procedures are followed for transfers or disposals of capital assets.
6. To ensure compliance with accounting and reporting requirements as established by generally accepted governmental accounting standards.

FINANCIAL REPORTING POLICIES:

1. The County's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
2. An independent accounting firm will perform an annual audit and issue an audit opinion that will be included with the County's published Comprehensive Annual Financial Report (CAFR).
3. The County's CAFR will be submitted to the GFOA Certification of Achievement in Excellence in Financial Reporting Program. The financial report should be in conformity with finance related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inferences.
4. The County's Budget will be submitted to GFOA Distinguished Budget Presentation Program. The budget should satisfy criteria as a financial and programming policy document, as a comprehensive financial plan, as an operation's guide for all organizational units, and as a communication device for all significant budgetary issues, trends, and resource choices.
5. Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis.

FUND STRUCTURE



A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. Governmental funds are used to account for financial resources used in the day-to-day operations of the government. Proprietary funds are those used to account for the government's business type activities where fees are charged for services rendered. Fiduciary funds are those used to account for funds held by the government in trust for others that cannot be used to support the government's programs. Fiduciary funds are not subject to a budgetary process and are not included in this budget document. Fiduciary funds can be found in the County's Audited Financial Statements.

Under GASB No. 34 the focus of the fund financial statements is on major funds. These funds generally represent the most important funds defined based on a numerical formula. Once identified, each major governmental and enterprise fund is presented in its own column in the governmental and proprietary fund statements. Charles County's major funds include the General Fund, Capital Project Fund, Debt Service Fund, Water & Sewer Fund, and the Solid Waste Fund.

DESCRIPTION OF EACH FUND

GOVERNMENTAL FUNDS:

General Fund

The General Fund accounts for resources traditionally associated with government services which are not required legally or by special financial management to be accounted for in another fund. The General Fund is considered a major fund.

Major revenue sources consist of property, income, recordation, and various user fees. These revenues account for much of the total revenue. Expenditures for public schools, public safety, debt service, public works, community services, planning and growth management, community college, and general administrative account for most of the budgets that are appropriated annually. The General Fund is the largest of the Governmental Funds.

Capital Project Fund

The Capital Project Fund accounts for financial resources to be used for the acquisition, construction, or renovation of major capital infrastructures. Financial resources include long-term debt borrowing, operating revenue from other budgets, federal or state grants, other local government contributions, and donations from the private sector. A capital project is defined as a project of a non-recurring nature, which may require the purchase of land, engineering & design fees, construction, and equipment.

This fund is utilized to track a project that is greater than \$15,000 and has a useful life of 10 years or more. Projects related to roads, schools, college, parks, and general government costs are included. The Capital Projects Fund is considered a major fund.

Debt Service Fund

The Debt Service Fund accounts for the annual payment of long-term debt which has a specific or legally binding revenue source. This revenue source is dedicated to the current year retirement of the principal outstanding on long-term debt and the current year interest expense. The Debt Service Fund is a major fund.

This fund is utilized to account for bonds issued on behalf of a local nursing home, a local hospital, a children's learning center at the College of Southern Maryland, developer construction bonds, private sector partnership of a local baseball stadium, and for school construction bonds. Long-term note receivables provide the County with a funding source for the nursing home, hospital, college bond issues, and for the taxable bonds issued on behalf of local developers for road construction and a minor league baseball stadium. Revenues from the County's Excise Tax finance the debt service for bond issues sold for school construction.

Special Revenue Funds

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures, or for particular purposes. Often, this type of fund will account for the financial transactions of federal, state, and local grants that have specific expenditures associated with the program. The Special Revenue funds of the County are non-major funds. For the most part, the County utilizes this type of fund to account for the various federal and state grants received, such as low income housing assistance, aging programs, child support, human services, and public safety grants. This fund type is also used to account for the County's fire & rescue tax revenue which is then distributed to the various volunteer fire and rescue squads and for property tax revenue from agricultural assessments that are set aside to purchase and preserve farm land.

PROPRIETARY FUNDS:

Enterprise Funds

Enterprise Funds are established to segregate a program or service from the General Fund because of its self-supporting nature. These funds operate on the basis that the costs of providing goods or services to the general public are financed or recovered primarily from fees charged to the consumers of the program. The Water and Sewer fund and the Solid Waste Fund are considered major funds. The County provides water and sewer service to over 31,000 customers and is anticipated to accept over 74,000 tons per year at the Landfill. Other Enterprise Funds include: Environmental Services, Watershed Protection and Restoration, Inspection and Review, Recreation, Tourism Stadium Concerts, and Vending Machines.

NOTE: Charles County does not maintain any internal service funds.

DESCRIPTION OF EACH FUND

The following table shows which funds each Department/Agency is a part of:

Department/Agency	GOVERNMENTAL			PROPRIETARY		
	General Fund	Capital Projects	Other Govt.	Water & Sewer	Solid Waste	Other Enterprise
County Departments						
Community Services	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
County Administrator	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
County Attorney	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>
County Commissioners	<input checked="" type="checkbox"/>					
Economic Development	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Emergency Services	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Fiscal and Administrative Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Human Resources	<input checked="" type="checkbox"/>					
Planning & Growth Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Public Works	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Outside Agencies						
Board of Education	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Board of Fire & Rescue	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Circuit Court	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
College of Southern Maryland	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Conservation of Natural Resources	<input checked="" type="checkbox"/>					
Election Board	<input checked="" type="checkbox"/>					
Health	<input checked="" type="checkbox"/>					
Library	<input checked="" type="checkbox"/>					
Liquor Board	<input checked="" type="checkbox"/>					
Orphan's Court	<input checked="" type="checkbox"/>					
Sheriff's Office	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Social Services	<input checked="" type="checkbox"/>					
State's Attorney	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			

BASIS OF BUDGETING

Basis of Accounting vs. Basis of Budgeting

The basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported on the financial statements. The focus is on “when” the effects of transactions or events should be recognized. Charles County conforms to generally accepted accounting principles (GAAP) as applicable to government units and has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association.

Charles County utilizes a formal budgetary process as a management control device for the General, Special Revenue, Debt Service, Capital Projects, and Enterprise Funds. The County adopts a balanced budget on a per fund basis. Revenue and expenditure budgets are adopted using a modified accrual basis. Under the modified accrual basis of accounting, revenues are recorded when they are both measurable and available. “Measurable” means knowing or able to reasonably estimate the amount. “Available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Similarly, expenditures are generally recognized when an event or transaction is expected to draw on current spendable resources.

Due to the self-supporting nature of enterprise funds, the basis of accounting sometimes differs from the basis of budgeting. The basis of budgeting is best described as a modified cash basis, because funds are budgeted in the year expended. When developing budgets, capital outlays are treated as expenditures so that fees can be adjusted to meet cash demands. Principal payments on long-term bonds are also treated as expenditures for the same reason. Governmental fund types are consistent with standard accounting reports. No formal budget is adopted for the Fiduciary funds.

The basis on which the budget is formulated varies depending upon the nature of the operation.

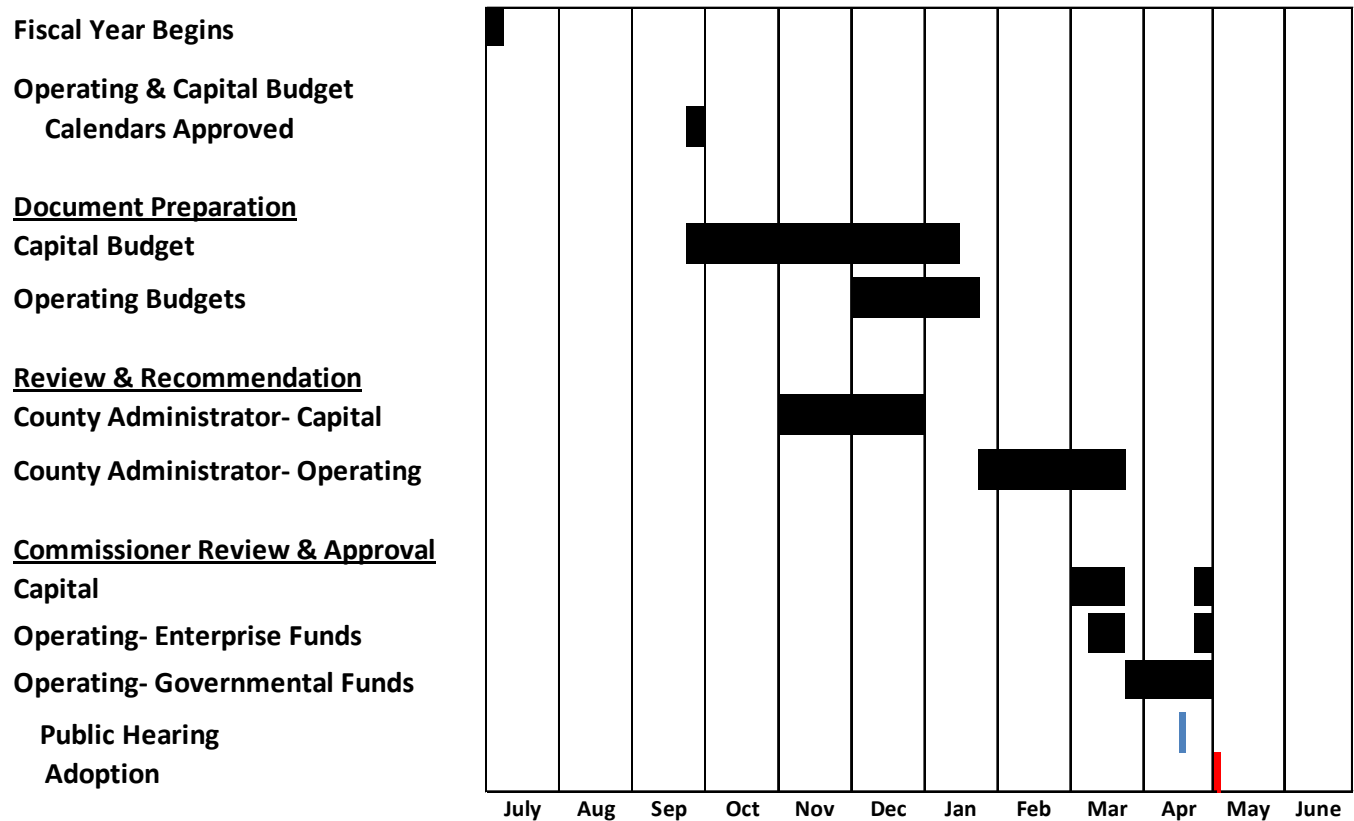
The following schedule summarizes the differences:

FUND	FUND TYPE	REVENUES	EXPENSES	ASSET DEPRECIATION	DEBT SERVICE	CAPITAL OUTLAY
General	Governmental	Modified Accrual	Modified Accrual	No	P & I	Expenditure
Special Revenue	Governmental	Modified Accrual	Modified Accrual	No	N/A	Expenditure
Debt Service	Governmental	Modified Accrual	Modified Accrual	N/A	P & I	N/A
Capital Project	Governmental	Modified Accrual	Modified Accrual	No	N/A	Expenditure
Enterprise	Proprietary	Modified Accrual	Modified Accrual	No	P & I	Expenditure
Trust & Agency	Fiduciary	No Budget	No Budget	N/A	N/A	N/A

THE BUDGET PROCESS

The Budget Process

The budget process typically spans nine months with the September distribution of capital project forms through the formal budget adoption in May. This process is repeated annually. The budget process is initiated at the top level of government with the adoption of budget calendars that provide general timeliness for requests and approvals. The calendars encompass both the operating and capital budget process. The Mission and Vision of the County guide the development of both the capital and operating budgets. The focus is placed on aligning organizational resources to accomplish the goals of the Commissioners.



After the budget is adopted, Budget Transfers and Budget Amendments are subject to the adopted Budget Policies and Delegated Authorities that were last revised on March 11, 2014.

Development, Review, and Adoption

The capital budget review process is scheduled to be completed prior to the operating budget process so that the operating impact of the projects can be reviewed and integrated with the operating requests. Capital Improvement Program (CIP) request forms are distributed at the end of September and returned in October by the user agencies and departments.

The requests are reviewed by senior management and department heads are given an opportunity at this time to prioritize their projects and fit projects with the highest needs within the County's affordable debt limits. The CIP was presented to the Board of County Commissioners in March with a review of which projects were within the targeted budget and those projects exceeding budget based on this prioritization. A public hearing was held in May and the budget was approved by the Commissioners on June 9, 2015.

THE BUDGET PROCESS

The Department of Fiscal and Administrative Services - Budget Division provides general guidelines to the Departments and agencies involving commissioner priorities, from both a fiscal and political policy and revenue outlook for the coming year. A comprehensive program review and request for the General Fund is developed during the Fall and early Winter. The Budget Division makes expenditure recommendations for most of the departments in the Fall. Departments and agencies review these recommendations and make additional requests providing justification. The Department budget requests are reviewed with the departments, agencies, and the County Administrator to include performance measures and priority setting. The County Administrator submits proposed budgets to the County Commissioners for review during the Spring and this is the basis for the public hearing in May. Shortly before the public hearing, and continuing thereafter, commissioner review of all budgets is conducted and final adoption is typically completed in May. In addition to the public hearing on the budget, throughout the year, citizens are invited to join their Commissioners at Public Forums and Town Hall Meetings to discuss the topics that concern them the most.

The budget preparation and review process for the Enterprise Fund operating budgets is similar to that of the General Fund. However, since Enterprise Funds are self-supporting the needs of the Departments are reviewed along with the impact on the user fee rates. The Enterprise Fund CIP and operating budgets are reviewed simultaneously with the Commissioners so they are aware of the impact the CIP has on future operating budgets. The public hearing held in May includes review of the Enterprise funds.

Budgets for Special Revenue Funds are normally established pursuant to the terms of the related federal and/or state grant awards. Estimates are provided for budget adoption and amendments are executed once the awards are granted. In the case of non-grant related Special Revenue Funds, the budget process is the same as the process for the operating budgets discussed above. The Debt Service fund budgets are adopted based on actual debt service obligations and corresponding dedicated revenue sources. The budgets for both the Special Revenue funds and Debt Service fund are reviewed and approved by the Board of County Commissioners.

Operating & Capital Budget Interaction

In conjunction with the review and adoption of the current year budget and five year Capital Improvement Plan, five year plans are prepared and reviewed with the Commissioners for the General Fund, Water and Sewer Fund, Landfill Fund, and the Watershed Protection and Restoration Fund. An intensive review of the capital budget requests and the five year plans are necessary for two main reasons. The first reason is to determine the affordability of future debt issuance as it impacts the each funds ability to retire the debt and to pay the interest cost. Secondly, it is used to review the operating impacts associated with the completion of the project. How much will the annual debt payments be and what other costs will result? Additional staff? Higher utility costs? The operating impacts of capital projects are listed at the bottom of each project page and are incorporated into the five year plans once the Capital Improvement Program is approved.

FISCAL YEAR 2016
OPERATING BUDGET CALENDAR
CHARLES COUNTY, MD
(Adopted September 30, 2014)

<u>Time Line</u>	<u>Action</u>
October 14, 2014	Performance Measurements file sent to departments.
October 31, 2014	All Performance Measurements updates are due to the Department of Fiscal and Administrative Services / Budget Division.
November 3, 2014	Elected Officials/Agencies receive Operating Budget Request Forms. County Departments are provided either budget forms or on-line access to the budget software for operating requests.
December 1, 2014	County Department and Elected Officials/Agencies requested budgets returned to Fiscal and Administrative Services / Budget Division.
January 16, 2015	Outside Agencies grant applications returned to Fiscal and Administrative Services / Budget Division.
February 27, 2015	Board of Education and CSM Operating Budget Requests due.
March 10, 2015	Budget Work Session- Water & Sewer Enterprise Fund (Operating and Capital)
March 17, 2015	Budget Work Session – Other Enterprise Funds (Operating and Capital)
March 24, 2015	Budget Work Session - General Fund.
April 7, 2015	Budget Work Session - General Fund and Fees & Charges Review.
April 14, 2015	Budget Work Session- General Fund.
April 21, 2015	Budget Work Session- General Fund.
April 22, 2015	Public Hearing - Constant Yield Tax Rate and Operating Budgets
April 28, 2015	Budget Work Session – Budget Recap (if needed).
May 5, 2015	General Fund Tax Rates & Budget Adoption. Budget Adoption of All Other Funds.
May - July	Approved Budget Book prepared

Note: Budget Calendars are subject to change.

FISCAL YEAR 2016
CAPITAL IMPROVEMENT PROGRAM BUDGET CALENDAR
CHARLES COUNTY, MD
(Adopted September 30, 2014)

<u>Time Line</u>	<u>Action</u>
September 22, 2014	Capital Improvement Program (CIP) forms sent to County Departments and Agencies.
October 6, 2014	General Government CIP requests are returned to the Department of Fiscal & Administrative Services / Budget Division. Operating Impact requests are sent to the Department of Public Works.
October 14, 2014	Enterprise Fund CIP requests are returned to the Department of Fiscal & Administrative Services / Budget Division. Operating Impact requests are sent to the Department of Public Works.
October 20, 2014	General Government CIP operating impact forms are returned from the Department of Public Works.
October 28, 2014	Enterprise Fund CIP operating impact forms are returned from the Department of Public Works.
November/December	CIP review with County Administrator and Departments.
November 18, 2014	Preliminary Board of Education (BOE) capital budget request review with the County Commissioners and BOE to meet State deadline submission. Forward County Commissioner Letter Of Support to Interagency Committee for School Construction (IAC) for Board of Education CIP. <i>(Letter due to IAC on November 24th)</i>
March 3, 2015	General Fund CIP review session with the Commissioners.
March 10, 2015	Budget Work Session- Water & Sewer Enterprise Fund (Operating and Capital)
March 17, 2015	Budget Work Session – Other Enterprise Funds (Operating and Capital)
April 22, 2015	Public Hearing on CIP.
April 28, 2015	Recap and final review of the FY 2016-2020 CIP (if needed).
May 5, 2015	Formal Adoption.

Note: Budget Calendars are subject to change.

FISCAL YEAR 2016 ADOPTED BUDGET

Summary by Fund

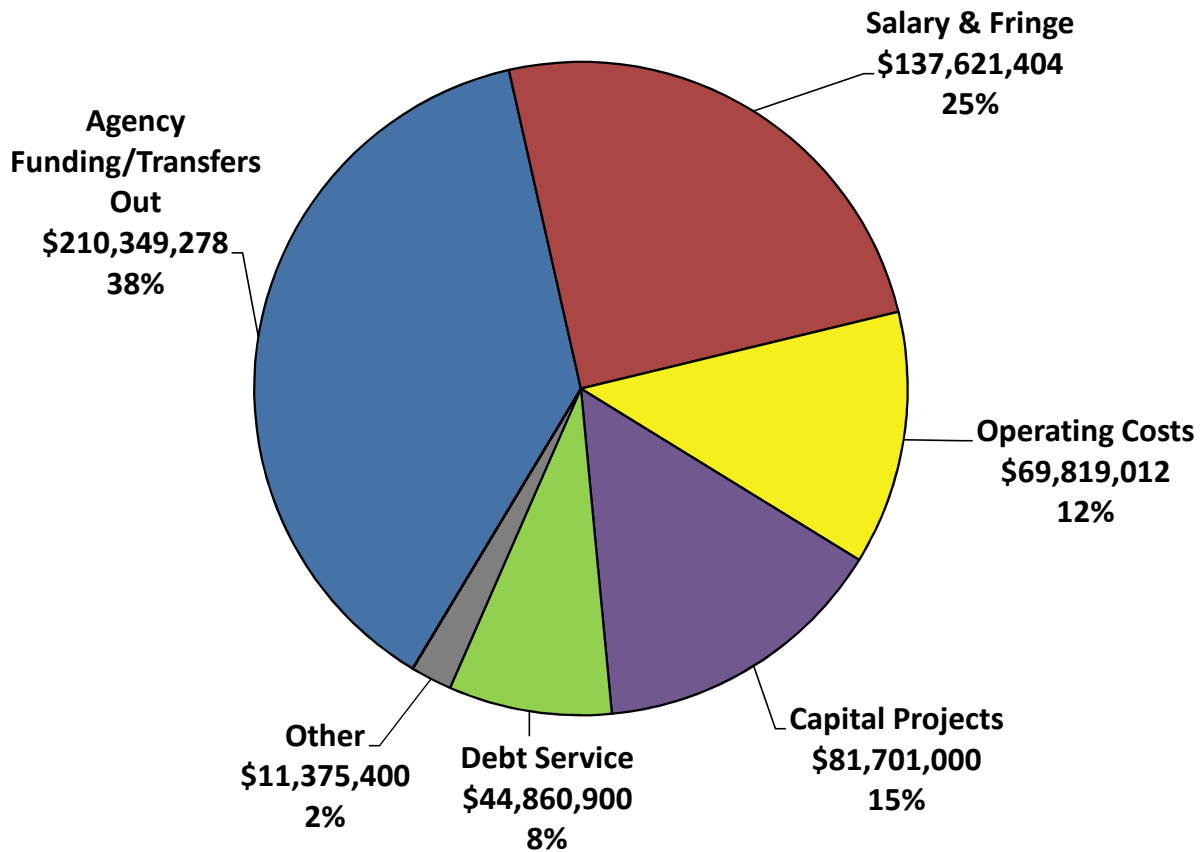
DESCRIPTION	FY2016				FY2015	
	OPERATING REVENUE	OTHER SOURCES	FUND BALANCE	APPROPRIATION TOTAL	APPROPRIATION TOTAL ⁴	% Chg.
GOVERNMENTAL FUNDS:						
General Fund	\$350,785,200	\$10,881,600	\$4,016,000 ^{1&2}	\$365,682,800	\$354,515,200	3.2%
Capital Project Fund						
Governmental	\$35,254,000	\$1,377,000	\$270,000	\$36,901,000	\$49,553,000	-25.5%
Water & Sewer	29,663,000			29,663,000	29,063,000	2.1%
Watershed Protection and Restoration	11,514,000			11,514,000	3,228,000	256.7%
Solid Waste- Landfill	3,545,000			3,545,000	402,000	781.8%
Environmental Services	78,000			78,000	0	n/a
Total Capital Projects	\$80,054,000	\$1,377,000	\$270,000	\$81,701,000	\$82,246,000	-0.7%
Governmental Reserves	\$0		2,502,500	2,502,500	0	
Total Capital Project Fund	\$80,054,000	\$1,377,000	\$2,772,500	\$84,203,500	\$82,246,000	2.4%
Debt Service Fund	\$14,305,100	\$0	\$896,800 ²	\$15,201,900	\$19,176,300	-20.7%
Special Revenue Funds						
Fire & Rescue	\$11,840,455			\$11,840,455	\$11,617,748	1.9%
Housing Assistance	10,282,200	275,900		10,558,100	10,656,906	-0.9%
Transportation	6,276,583	3,013,657	23,008 ²	9,313,248	8,208,903	13.5%
Cable TV Access/I-Net Fund	3,463,400			3,463,400	6,892,030	-49.7%
Judicial Grants	1,609,343	437,590		2,046,933	2,549,869	-19.7%
Charles County Advocacy Council for Children, Youth, and Families	1,240,913			1,240,913	1,309,706	-5.3%
Public Safety Grants	578,906	592,275		1,171,181	1,501,064	-22.0%
Aging Grants	827,072	75,588		902,660	1,153,700	-21.8%
Economic Development Loan Programs	0		500,000 ²	500,000	961,570	-48.0%
Housing - Special Loans	404,500	500		405,000	400,000	1.3%
Sheriffs Special Programs	225,600		15,400 ²	241,000	269,200	-10.5%
Emergency Management	115,935	113,735		229,670	1,539,645	-85.1%
Drug Forfeitures	128,600		35,400 ²	164,000	256,300	-36.0%
Nuisance Abatement Fund	140,000			140,000	140,000	0.0%
Southern MD Criminal Justice Academy	88,000	44,000		132,000	134,970	-2.2%
Animal Shelter / Control Services	95,600			95,600	123,800	-22.8%
Law Library	62,900	3,000		65,900	65,900	0.0%
Community Development Administration	40,000			40,000	505,391	-92.1%
Tourism Grant	34,734			34,734	36,320	-4.4%
Planning Grants	9,000			9,000	210,863	-95.7%
Agricultural Preservation	4,200	0		4,200	1,231,410	-99.7%
Community Development Block Grants	0			0	394,261	-100.0%
Total Special Revenue	\$37,467,941	\$4,556,245	\$573,808	\$42,597,994	\$50,159,556	-15.1%
PROPRIETARY FUNDS:						
Enterprise Funds						
Water & Sewer	\$29,240,000		\$450,000 ²	\$29,690,000	\$28,298,600	4.9%
Solid Waste- Landfill	5,511,300			5,511,300	5,520,800	-0.2%
Environmental Services	4,587,500			4,587,500	4,300,400	6.7%
Inspections & Review	3,576,100	9,700		3,585,800	3,415,200	5.0%
Watershed Protection and Restoration	1,850,700	550,000	75,000 ²	2,475,700	2,168,800	14.2%
Recreation	1,971,700			1,971,700	2,743,900	-28.1%
Vending Machine	145,600			145,600	142,500	2.2%
Tourism Stadium Concert	73,200			73,200	73,200	0.0%
Total Enterprise Fund	\$46,956,100	\$559,700	\$525,000	\$48,040,800	\$46,663,400	3.0%
Total All Funds	\$529,568,341	\$17,374,545	\$8,784,108	\$555,726,994	\$552,760,456	0.5%

Footnotes:

1. Represents use of Fund Balance for Capital Projects and other programs.
2. The fund balance appropriation represents plans to utilize surplus funds.
3. The fund balance appropriation represents use of equipment reserve funds.
4. The FY2015 Appropriation represents the Adopted budget except for the Special Revenue funds. The Amended budget is used due to the frequent late changes in grant awards and budgets.

FISCAL YEAR 2016 APPROVED EXPENDITURES BY ACCOUNT CLASSIFICATION

TOTAL = \$555,726,994



	FY2014 BUDGET	% total	FY2015 BUDGET	% total	FY2016 ADOPTED	% total
Agency Funding/Transfers Out	\$198,284,584	38.0%	\$205,554,964	37.2%	\$210,349,278	37.9%
Salary & Fringe	130,315,443	25.0%	134,540,723	24.3%	137,621,404	24.8%
Operating Costs	67,491,631	12.9%	71,799,874	13.0%	69,819,012	12.6%
Capital Projects	78,416,000	15.0%	82,246,000	14.9%	81,701,000	14.7%
Debt Service	42,400,300	8.1%	46,066,300	8.3%	44,860,900	8.1%
Capital Outlay/Maintenance	3,552,703	0.7%	10,525,095	1.9%	10,427,000	1.9%
Operating Contingency	718,600	0.1%	1,369,300	0.2%	203,500	0.0%
Equipment Reserve	765,900	0.1%	658,200	0.1%	744,900	0.1%
TOTAL ALL FUNDS	\$521,945,161		\$552,760,456		\$555,726,994	

NOTE: The FY2014 and FY2015 Budgets listed above reflect the adopted budget of all funds except for the Special Revenue funds. The amended budget is used due to the frequent late changes in grant awards and budgets.

FUND BALANCE

Governmental Funds report the net effect of assets less liabilities at any given point in time as fund balance. The balance in this account is the cumulative results of revenues and expenditures over time. For Proprietary Funds, fund equity is classified as net assets. On the following pages the Schedule of Revenues, Expenditures, and Changes in Fund Balance/Net Assets provides the audited figures for Fiscal Year 2014 and estimates for Fiscal Year 2015 and Fiscal Year 2016. Fiscal Year 2015 estimates are based on unaudited figures. Fiscal Year 2016 represents the approved budget for the General Fund, Debt Service and Other Governmental Funds. For the Enterprise Funds, Fiscal Year 2016 estimates were developed using the basis of accounting in order to accurately reflect the net change in fund balance. As discussed earlier, the basis for budgeting differs from the basis of accounting for the Enterprise Funds due to the treatment of debt payments, capital outlay, depreciation, and reserve accounts. The Capital Project Fund estimates for Fiscal Year 2016 take into account projects that are carried over from prior fiscal years. Budget Amendments are done in the beginning of the Fiscal Year to re-appropriate these funds.

Changes in Fund Balance/Net Assets:

General Fund: Fiscal Year 2014 ended with a \$4.2 million loss. The use of \$5.9 million of fund balance was approved for Fiscal Year 2014; however cost savings prevented the need for the entire appropriated amount. The Fiscal Year 2015 fund balance is estimated to increase by \$6.2 million due to conservative spending and recordation tax revenue exceeding expectations. Per the County's Fund Balance policy, the fund balance shall not be less than 8% and not more than 15% of the total budgeted operating revenues. Fund balance remains within the stated limits including the Fiscal Year 2016 use of fund balance in the amount of \$4.0 million. Fiscal Year 2016 fund balance has been appropriated for:

- \$3.5 million will be used towards debt service payments on the 2014 Bond Issue and to pay for capital projects. A bond premium of this amount was received in FY2015 and the use is legally restricted.
- \$270 thousand will be used to fund a portion of the Capital Improvement Program.
- \$200 thousand is being used towards the OPEB contribution. These funds were generated from a Medicare subsidy.
- \$70 thousand is being used for the Housing Authority. This portion of fund balance was originally generated from the sale of surplus property and set aside for use by the Housing Authority.

Capital Project Fund: This fund fluctuates from year to year based on the timing and activity of capital project construction. Capital projects tend to be multi-year endeavors; therefore, timing the projects' financing will cause the fund balance to increase and decrease. A deficit of \$42.2 million occurred in Fiscal Year 2014 due to delaying the 2014 bond sale to Fiscal Year 2015. Fund balance is estimated to increase by \$10.9 million in Fiscal Year 2015. By the end of FY2016, a fund balance of \$14.6 million is estimated.

Debt Service Fund: Operating gains and losses will be incurred due to the timing of debt payments and related note repayment schedules.

Other Governmental Funds: Fiscal Year 2014 ended the year with a \$1.2 million increase in fund balance. Fund balance is estimated to decrease in Fiscal Year 2015 by \$2.4 million due to using prior year surpluses to assist in funding a capital project. Fiscal Year 2016 is estimated to slightly decline as various programs utilize prior year surpluses. Fund Balance will be allocated in future years according to program requirements or formal designations. The fund equity is estimated to remain in excess of \$4 million at the end of Fiscal Year 2016.

Water and Sewer Fund: Net assets for the Water and Sewer Fund increased by \$2.9 million in Fiscal Year 2014; an increase of 2.7%. Fiscal Year 2015 is estimated to increase by \$2.7 million and Fiscal Year 2016 is estimated to increase by \$1.9 million. These amounts are relatively insignificant to a fund equity that remains in excess of \$110 million.

Solid Waste Fund: Net assets for the Solid Waste Fund have increased by \$1.3 million in Fiscal Year 2014; an increase of 6.0%. Fiscal Year 2015 is estimated to increase by \$1.3 million and decline slightly in Fiscal Year 2016. The fund equity is estimated to remain in excess of \$25 million at the end of Fiscal Year 2016.

Other Enterprise Funds: A \$1.4 million gain in Fiscal Year 2014 increased fund equity by 50%. The gain was caused by surpluses in the Inspection & Review Fund and Recreation Fund. Surpluses are being estimated for the various enterprise funds in Fiscal Year 2015 which will increase fund equity by \$1.8 million. Fund balance is expected to remain in excess of \$6.6 million by the end of Fiscal Year 2016.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

All Governmental Fund Types and Proprietary Funds Three-Year Comparisons *(amounts expressed in thousands)*

	GOVERNMENTAL FUNDS					
	General Fund			Capital Projects Fund		
	FY2014 Actual	FY2015 Estimated	FY2016 Approved	FY2014 Actual	FY2015 Estimated	FY2016 Estimated
Revenues						
Property Taxes	\$200,343	\$202,076	\$205,278	\$0	\$0	\$0
Income Taxes	99,513	109,536	111,931	0	0	0
Other Local Taxes	13,673	19,457	18,680	0	0	0
Licenses & Permits	1,019	975	1,034	0	0	0
Federal Grants	31	68	0	342	1,570	239
State Grants	1,685	1,677	1,540	1,761	1,394	15,690
Local Governments	419	442	504	115	0	29
Service Charges	5,870	6,049	6,237	3,794	2,394	7,113
Fines & Forfeitures	2,659	3,550	3,466	0	0	0
Interest	171	98	225	0	0	0
Rent Revenues	1,383	1,313	1,277	0	0	0
Miscellaneous	903	637	613	457	8,977	10,991
Total Revenues	\$327,671	\$345,877	\$350,785	\$6,469	\$14,335	\$34,062
Expenditures						
General Government	\$12,482	\$16,144	\$16,678	\$13,741	\$14,008	\$23,039
Fiscal & Administrative Services	5,649	5,878	5,985	0	0	0
Public Works - Facilities	19,464	18,451	19,081	894	3,546	2,981
Public Works - Utilities	0	0	0	0	0	0
Community Services	3,728	3,781	4,034	130	0	274
Planning & Growth Mgmt.	2,591	2,705	2,790	107	183	445
Public Safety	86,723	88,444	93,155	868	483	1,767
Health & Social Services	4,035	4,081	4,111	0	0	0
Conservation of Natural Resources	630	638	656	3,363	1,410	2,593
Economic Development	1,340	1,248	1,672	0	0	0
Education Appropriations	170,239	175,592	179,849	30,814	15,274	26,164
Other	2,897	6,155	7,079	0	0	0
Debt Service	20,219	21,861	23,388	0	0	0
Total Expenditures	\$329,996	\$344,976	\$358,479	\$49,916	\$34,905	\$57,265
Operating Gain/(Loss)	(\$2,325)	\$900	(\$7,694)	(\$43,447)	(\$20,570)	(\$23,203)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	2,540	10,341	6,979	0	27,100	25,400
Transfers In	1,050	1,200	3,903	1,263	4,611	1,377
Transfers Out	(5,445)	(6,199)	(7,204)	(50)	(200)	(2,503)
Net Change in Fund Balance	(\$4,180)	\$6,242	(\$4,016)	(\$42,234)	\$10,941	\$1,072
Fund Balance- Beginning of Year	48,387	44,208	50,450	44,834	2,600	13,541
Fund Balance - End of Year	\$44,208	\$50,450	\$46,434	\$2,600	\$13,541	\$14,612

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

All Governmental Fund Types and Proprietary Funds Three-Year Comparisons *(amounts expressed in thousands)*

	GOVERNMENTAL FUNDS					
	Debt Service Fund			Other Governmental Funds		
	FY2014 Actual	FY2015 Estimated	FY2016 Estimated	FY2014 Actual	FY2015 Estimated	FY2016 Approved
Revenues						
Property Taxes	\$1,123	\$1,044	\$1,198	\$11,292	\$11,265	11,502
Income Taxes	0	0	0	0	0	0
Other Local Taxes	9,363	12,250	8,145	0	10	0
Licenses & Permits	0	0	0	0	0	0
Federal Grants	0	0	0	14,232	14,187	15,119
State Grants	0	0	0	2,772	3,421	2,814
Local Governments	0	0	0	88	88	88
Service Charges	0	0	0	6,578	6,657	7,298
Fines & Forfeitures	0	0	0	386	329	329
Interest Income	1,981	1,394	1,194	7	8	7
Rent Revenues	0	0	0	0	0	0
Miscellaneous	1,234	3,932	3,768	302	395	310
Total Revenues	\$13,701	\$18,620	\$14,305	\$35,658	\$36,359	\$37,468
Expenditures						
General Government	\$0	\$0	\$0	\$1,411	\$1,510	2,029
Fiscal & Administrative Services	0	0	0	0	0	0
Public Works - Facilities	0	0	0	0	0	0
Public Works - Utilities	0	0	0	0	0	0
Community Services	0	0	0	18,832	18,999	21,219
Planning & Growth Mgmt.	0	0	0	120	267	149
Public Safety	0	0	0	13,687	14,559	13,874
Health & Social Services	0	0	0	2,970	2,882	3,288
Conservation of Natural Resources	0	0	0	122	122	4
Economic Development	0	0	0	35	57	535
Education Appropriations	0	0	0	100	79	100
Other	0	0	0	0	0	0
Debt Service	17,370	14,705	15,202	0	0	0
Total Expenditures	\$17,370	\$14,705	\$15,202	\$37,277	\$38,475	\$41,198
Operating Gain/(Loss)	(\$3,669)	\$3,915	(\$897)	(\$1,620)	(\$2,116)	(\$3,730)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	0	652	0	3,815	4,416	4,556
Transfers Out	0	0	0	(1,000)	(4,735)	(1,400)
Net Change in Fund Balance	(\$3,669)	\$4,567	(\$897)	\$1,196	(\$2,435)	(\$574)
Fund Balance-						
Beginning of Year	39,756	36,087	40,654	6,595	7,791	5,356
Fund Balance - End of Year	\$36,087	\$40,654	\$39,757	\$7,791	\$5,356	\$4,782

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

All Governmental Fund Types and Proprietary Funds Three-Year Comparisons *(amounts expressed in thousands)*

	ENTERPRISE FUNDS					
	Water and Sewer Fund			Solid Waste Fund		
	FY2014 Actual	FY2015 Estimated	FY2016 Estimated	FY2014 Actual	FY2015 Estimated	FY2016 Estimated
Revenues						
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0
Income Taxes	0	0	0	0	0	0
Other Local Taxes	0	0	0	0	0	0
Licenses & Permits	55	58	55	2	3	3
Federal Grants	0	0	0	0	0	0
State Grants	0	0	0	0	0	0
Local Governments	909	893	960	0	0	0
Service Charges	30,107	33,723	36,053	5,309	5,971	5,506
Fines & Forfeitures	554	607	557	0	0	0
Interest Income	36	37	37	16	7	7
Rent Revenues	315	243	282	0	0	0
Miscellaneous	1,137	118	1,354	0	0	7,470
Total Revenues	\$33,111	\$35,679	\$39,298	\$5,326	\$5,982	\$12,986
Expenditures						
General Government	\$1,203	\$1,174	\$1,137	\$222	\$218	\$216
Fiscal & Administrative Services	615	628	670	0	0	0
Public Works - Facilities	0	0	0	3,731	4,435	13,429
Public Works - Utilities	25,221	28,841	32,163	0	0	0
Community Services	0	0	0	0	0	0
Planning & Growth Mgmt.	778	808	673	0	0	0
Public Safety	0	0	0	0	0	0
Health & Social Services	0	0	0	0	0	0
Conservation of Natural Resources	0	0	0	0	0	0
Economic Development	0	0	0	0	0	0
Education Appropriations	0	0	0	0	0	0
Other	0	0	0	0	0	0
Debt Service	2,375	1,530	2,711	2	2	19
Total Expenditures	\$30,192	\$32,981	\$37,355	\$3,955	\$4,655	\$13,663
Operating Gain/(Loss)	\$2,919	\$2,698	\$1,943	\$1,371	\$1,327	(\$677)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
Change in Net Assets	\$2,919	\$2,698	\$1,943	\$1,371	\$1,327	(\$677)
Net Assets-						
Beginning of Year	107,343	110,262	112,960	23,185	24,555	25,882
Net Assets- End of Year	\$110,262	\$112,960	\$114,902	\$24,555	\$25,882	\$25,205

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

All Governmental Fund Types and Proprietary Funds Three-Year Comparisons *(amounts expressed in thousands)*

	ENTERPRISE FUNDS					
	Other Enterprise Funds			Total Enterprise Funds		
	FY2014 Actual	FY2015 Estimated	FY2016 Estimated	FY2014 Actual	FY2015 Estimated	FY2016 Estimated
Revenues						
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0
Income Taxes	0	0	0	0	0	0
Other Local Taxes	0	0	0	0	0	0
Licenses & Permits	5	5	0	61	66	58
Federal Grants	4	3	5	4	3	5
State Grants	21	21	21	21	21	21
Local Governments	0	0	0	909	893	960
Service Charges	10,440	13,761	12,525	45,855	53,455	54,085
Fines & Forfeitures	0	0	0	554	607	557
Interest Income	17	15	13	68	60	57
Rent Revenues	709	699	696	1,024	941	978
Miscellaneous	61	54	223	1,197	172	9,047
Total Revenues	\$11,256	\$14,558	\$13,483	\$49,693	\$56,218	\$65,767
Expenditures						
General Government	\$930	\$388	\$429	\$2,355	\$1,780	\$1,782
Fiscal & Administrative Services	0	0	0	615	628	670
Public Works - Facilities	2,823	5,317	5,038	6,554	9,752	18,467
Public Works - Utilities	0	0	0	25,221	28,841	32,163
Community Services	2,903	2,797	3,312	2,903	2,797	3,312
Planning & Growth Mgmt.	3,026	4,208	4,545	3,804	5,016	5,218
Public Safety	112	103	115	112	103	115
Health & Social Services	0	0	0	0	0	0
Conservation of Natural Resources	0	0	0	0	0	0
Economic Development	0	0	0	0	0	0
Education Appropriations	0	0	0	0	0	0
Other	0	0	0	0	0	0
Debt Service	377	406	607	2,754	1,938	3,337
Total Expenditures	\$10,171	\$13,219	\$14,046	\$44,318	\$50,855	\$65,065
Operating Gain/(Loss)	\$1,085	\$1,339	(\$563)	\$5,375	\$5,363	\$702
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	368	464	1,014	368	464	1,014
Transfers Out	0	0	0	0	0	0
Change in Net Assets	\$1,454	\$1,803	\$451	\$5,743	\$5,828	\$1,717
Net Assets-						
Beginning of Year	2,899	4,353	6,156	133,427	139,170	144,998
Net Assets- End of Year	\$4,353	\$6,156	\$6,607	\$139,170	\$144,998	\$146,714

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE/ NET ASSETS

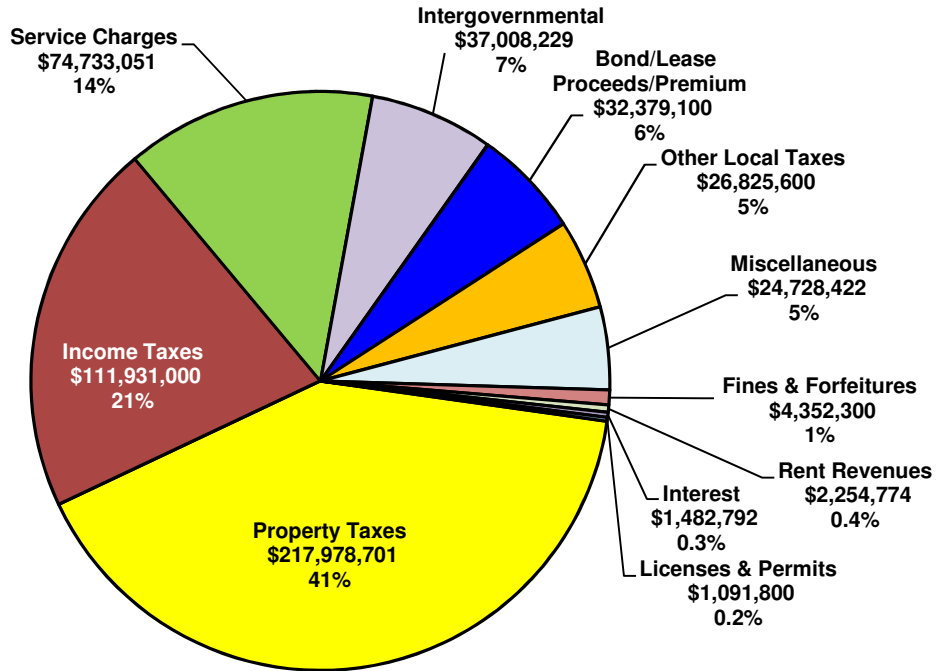
All Governmental Fund Types and Proprietary Funds Three-Year Comparisons

(amounts expressed in thousands)

	Total Governmental Funds			TOTAL ALL FUNDS		
	FY2014 Actual	FY2015 Estimated	FY2016 Estimated	FY2014 Actual	FY2015 Estimated	FY2016 Estimated
Revenues						
Property Taxes	\$212,757	\$214,385	\$217,979	\$212,757	\$214,385	\$217,979
Income Taxes	99,513	109,536	111,931	99,513	109,536	111,931
Other Local Taxes	23,036	31,717	26,826	23,036	31,717	26,826
Licenses & Permits	1,019	975	1,034	1,081	1,040	1,092
Federal Grants	14,606	15,825	15,358	14,610	15,828	15,363
State Grants	6,218	6,492	20,044	6,239	6,513	20,065
Local Governments	622	530	621	1,531	1,422	1,580
Service Charges	16,242	15,099	20,649	62,097	68,554	74,733
Fines & Forfeitures	3,045	3,879	3,795	3,599	4,486	4,352
Interest	2,160	1,500	1,426	2,228	1,559	1,483
Rent Revenues	1,383	1,313	1,277	2,407	2,254	2,255
Miscellaneous	2,896	13,941	15,682	4,093	14,113	24,728
Total Revenues	\$383,498	\$415,191	\$436,620	\$433,191	\$471,409	\$502,387
Expenditures						
General Government	\$27,633	\$31,662	\$41,746	\$29,989	\$33,442	\$43,528
Fiscal & Administrative Services	5,649	5,878	5,985	6,264	6,506	6,655
Public Works - Facilities	20,357	21,996	22,063	26,911	31,749	40,529
Public Works - Utilities	0	0	0	25,221	28,841	32,163
Community Services	22,691	22,781	25,528	25,593	25,578	28,840
Planning & Growth Mgmt.	2,817	3,154	3,384	6,621	8,170	8,601
Public Safety	101,278	103,486	108,797	101,390	103,589	108,912
Health & Social Services	7,005	6,963	7,399	7,005	6,963	7,399
Conservation of Natural Resources	4,115	2,170	3,253	4,115	2,170	3,253
Economic Development	1,374	1,305	2,207	1,374	1,305	2,207
Education Appropriations	201,153	190,945	206,113	201,153	190,945	206,113
Other	2,897	6,155	7,079	2,897	6,155	7,079
Debt Service	37,589	36,566	38,590	40,343	38,504	41,927
Total Expenditures	\$434,559	\$433,061	\$472,143	\$478,877	\$483,916	\$537,208
Operating Gain/(Loss)	(\$51,060)	(\$17,871)	(\$35,523)	(\$45,686)	(\$12,507)	(\$34,821)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	2,540	37,441	32,379	2,540	37,441	32,379
Transfers In	6,128	10,879	9,836	6,496	11,343	10,850
Transfers Out	(6,495)	(11,135)	(11,107)	(6,495)	(11,135)	(11,107)
Net Change	(\$48,887)	\$19,315	(\$4,415)	(\$43,144)	\$25,142	(\$2,698)
Fund Balance- Beginning of Year	139,572	90,685	110,000			
Fund Balance - End of Year	\$90,685	\$110,000	\$105,585			

FY16 Total Estimated Revenues by Account Classification

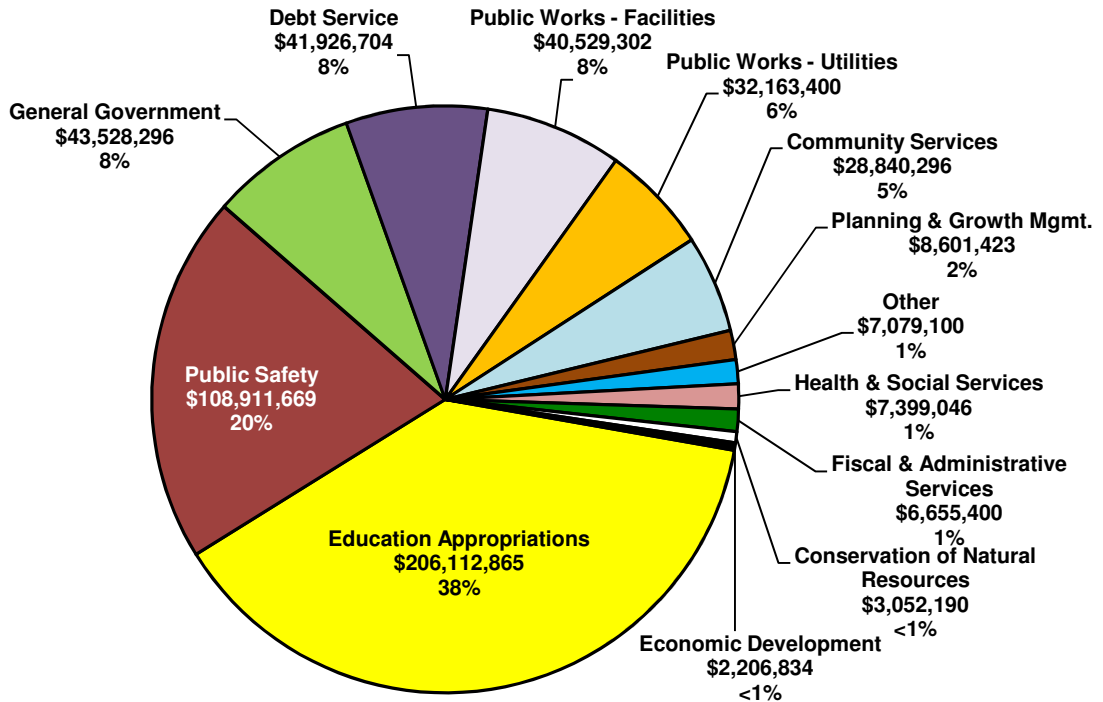
Total = \$534,765,768



NOTE: Total Estimated Revenues include Bond/Lease Proceeds/Premium.

FY16 Total Estimated Expenses by Function

Total = \$537,207,725



General, Economic, and Statistical Information

Charles County, Maryland

Origin: Charles County was created in 1658 by an Order in Council. It is not to be confused with an earlier Charles County (1650-1653) known as Old Charles County. The County was named for Charles Calvert (1637-1715), 3rd Lord Baltimore. Calvert lived in Maryland from 1661 until he returned to England in 1684. He was Proprietor of the Maryland colony from 1675 to 1689, when he lost his right to govern. From 1692 until Calvert's death in 1715, Maryland was governed as a royal colony.



Form of Government: The Code Home Rule issue passed during the general election held on November 5, 2002. The County Commissioners began implementing the new form of government in 2003. Code Home Rule is one of two forms of home rule for counties permissible under Maryland law. Charles County presently is not a charter home rule county, maintaining the pure Commissioner form. The County is governed by the Board of County Commissioners of Charles County ("the Board") consisting of five Commissioners who are elected for a four-year term. The President of the County Commissioners, who must declare his or her candidacy at the time of filing, is elected County-wide and may reside anywhere within the County. The four Commissioner members also run County-wide but one must reside within each of four Commissioner Districts. The President serves on a full time basis and the other Commissioners serve in a part-time capacity. The Board meets Tuesdays and Wednesdays at the Charles County Government Building in La Plata.

Other elected officials include Maryland State Senator, Representatives of the Maryland House of Delegates (3), Resident Judges of the Circuit Court (4), Clerk of the Circuit Court, States Attorney, Sheriff, Register of Wills, Judges of the Orphans' Court (3), and members of the County Board of Education (7).

Location: Charles County, Maryland, located on the Southern Maryland Peninsula between the Patuxent and the Potomac Rivers, adjoins Prince George's County on the north and west and St. Mary's County on the east. It comprises approximately 500 square miles, of which 460 are land and 40 are water with 305 miles of shoreline. There are three incorporated municipalities in the County, La Plata, Indian Head and Port Tobacco. La Plata, the County seat, is 71 miles from Baltimore and 25 miles from Washington, D.C.

Population: (1990 Census): 101,154; (2000 Census): 120,546; (2014 Census Estimate): 154,749

Executive Offices: The County's executive offices are located in the Government Building located at 200 Baltimore Street in La Plata, Maryland.

Mailing address is: County Commissioners of Charles County
P.O. Box 2150
La Plata, MD 20646

Hours of Operation: Monday - Friday 8:00 A.M. - 4:30 P.M.

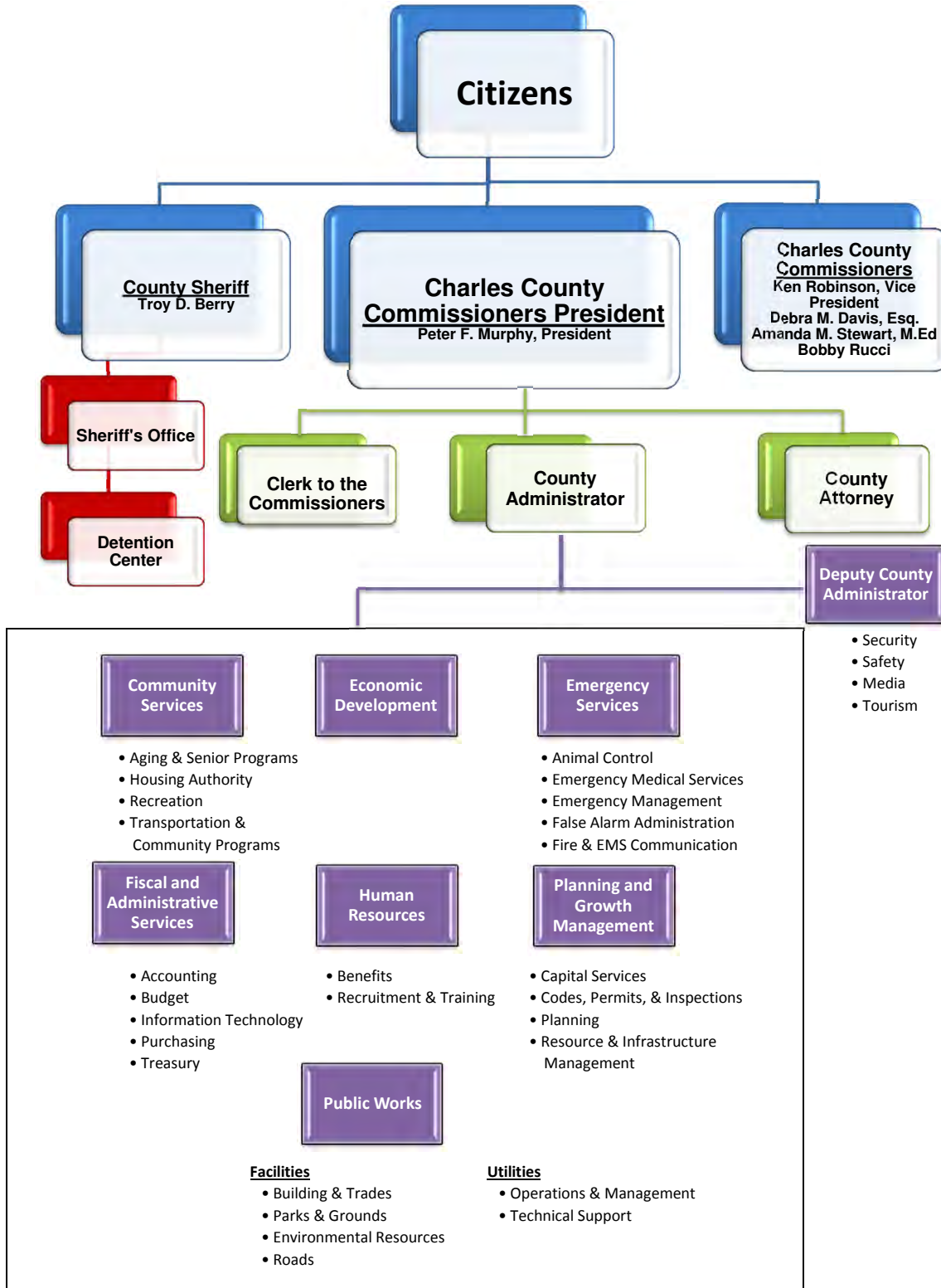
The County's central telephone numbers are:

Local Line	(301) 645-0550	Toll Free	1-877-807-8790
Metropolitan Line	(301) 870-3000	Fax Number	(301) 645-0560
Maryland Relay Service TDD			1-800-735-2258

Visit the County's web site at: www.CharlesCountyMD.gov

E-Services: To meet the demands of today's busy schedules, Charles County Government is proud to provide our residents numerous online electronic services. Residents are now able to pay Real Estate Taxes, Permits, Red Light and Speed Enforcement Citations, Parking Violations, False Alarm Fees/Fines, and Water & Sewer Bills online. Charles County Government's online e-services also include viewing the status of a permit, making a property tax inquiry, viewing your water & sewer utility billing account information, registering for parks & recreation programs, completing a Public Event Application, and applying for a job.

Charles County Government Organizational Chart



Other agencies which receive county funding:

- Public Schools
- Community College
- Libraries
- Board of Fire & Rescue
- Election Board
- Health Department
- State's Attorney
- Circuit Court
- Orphan's Court
- Department of Social Services
- University of MD Extension
- Soil Conservation

Charles County, Maryland

Just 15 miles south of the Washington Capital Beltway, Charles County is the gateway to Southern Maryland. It is one of five Maryland counties which are part of the Washington DC-MD-VA-WV metropolitan area. The northern part of the County is the “development district” where commercial, residential and business growth is focused, allowing the remainder of the County to retain its pastoral character. Waldorf, White Plains, and the planned community of St. Charles are located here. Incorporated towns include La Plata, the County seat, Indian Head, home of the Naval Surface Warfare Center and Port Tobacco.



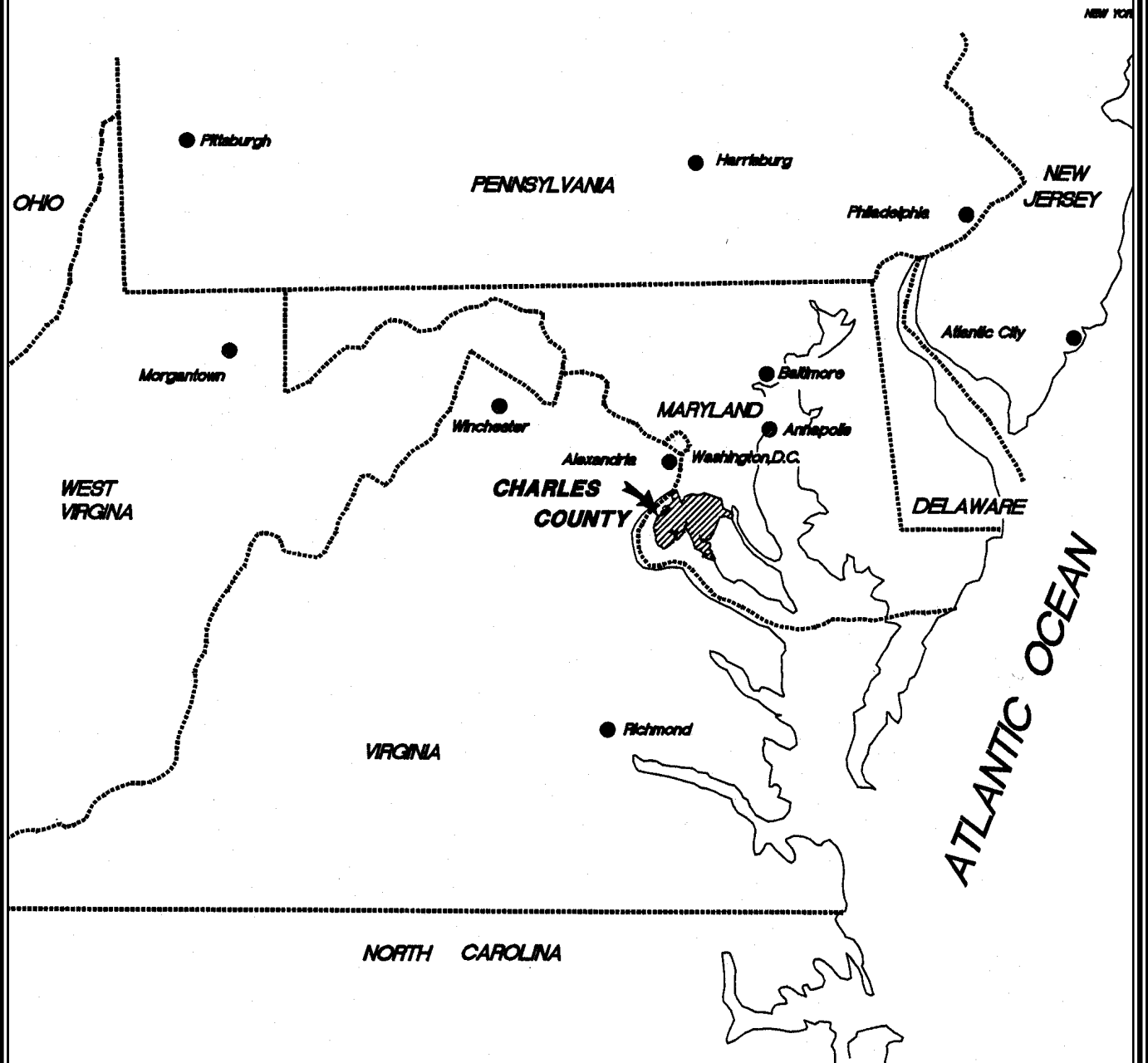
Location	
<u>Driving distance from Waldorf</u> <i>(in miles)</i>	
Atlanta, GA	609
Baltimore, MD	56
Boston, MA	452
Chicago, IL	710
New York, NY	241
Philadelphia, PA	152
Pittsburgh, PA	247
Richmond, VA	91
Washington, DC	25

Source: MD Department of Business and Economic Development, Brief Economic Facts

Climate and Geography	
Yearly Precipitation (inches)	43.6
Yearly Snowfall (inches)	16.1
Summer Temperature (°F)	77.7
Winter Temperature (°F)	38.2
Duration of Freeze-Free Period	187 days
Land Area (square miles)	460
Water Area (square miles)	40
Shoreline (miles)	305
Elevation (feet)	sea level to 235

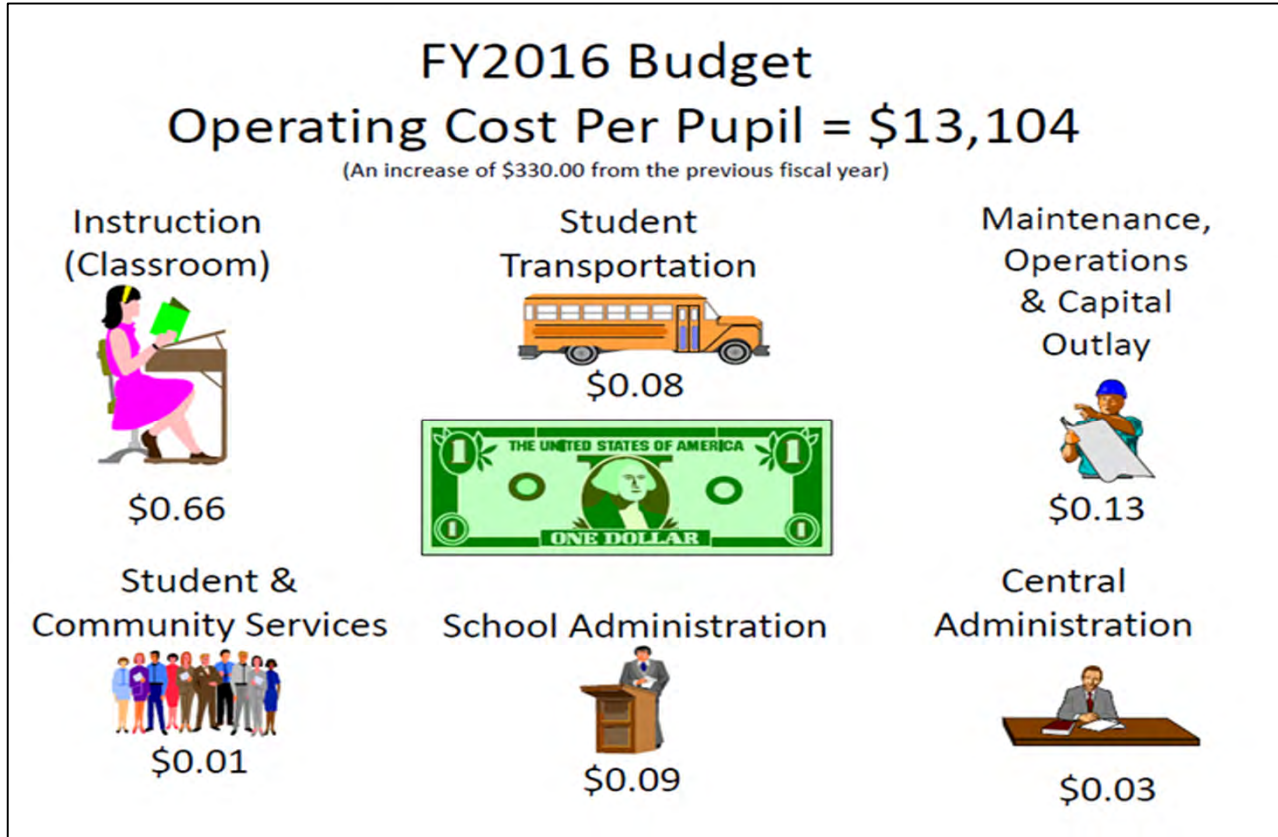
Source: National Oceanic and Atmospheric Administration and MD State Office of Climatology (30-year averages); MD Geological Survey

CHARLES COUNTY LOCATION MAP



**PREPARED BY THE CHARLES COUNTY DEPARTMENT
OF PLANNING AND GROWTH MANAGEMENT-MAPPING**

PUBLIC SCHOOLS



The Charles County Public School System is composed of 40 schools & centers:

- 21 Elementary Schools
- 7 High Schools
- 8 Middle Schools
- 4 Centers/Programs

Student Enrollment Full-time Equivalent FY2007 - FY2016

Fiscal Year	FTE	Change	Percent
FY07	25,797	318	1.2%
FY08	25,843	46	0.2%
FY09	25,861	17	0.1%
FY10	25,897	36	0.1%
FY11	25,955	58	0.2%
FY12	25,870	(85)	-0.3%
FY13	25,717	(153)	-0.6%
FY14	25,524	(193)	-0.8%
FY15	25,413	(111)	-0.4%
FY16 est.	25,501	88	0.3%

COUNTY & STATE PARKS

Bensville Park- Waldorf

Developed facilities currently include athletic playing fields and a hiking trail. Sports fields include: one regulation-size baseball, three little League baseball, five soccer, and one football field. A separate field has been designated as an area for general community use (all other fields require a permit). Located on Bensville Road (Rt. 229) between Pomfret and Waldorf.

Bryantown Soccer Complex- Bryantown



The complex is comprised of twelve soccer fields. The field sizes accommodate all age divisions and are for official league use-by permit only.

Cedarville State Park - Waldorf

Marked trails for hiking, mountain biking and equestrian rides. Camping, hunting, fishing activities are also available. Picnic areas and shelters are on the premises.

Chapel Point State Park - Port Tobacco

This scenic 600-acre park offers a small sandy launch area for small boats, canoes and kayaks.

Charles County Skatepark- White Plains

A 15,000 square foot concrete-based skate park featuring various sized bowls, transitions, and a challenging street course.



Chicamuxen Wildlife Management Area - Indian Head

Ideal for bird watchers and hikers, this protected 381-acre area offers a wide variety of waterfowl species and almost daily sightings of bald eagles.

Doncaster Forest - Doncaster

Perfect for a picnic getaway, this 1,445 acre site is great for hiking or horseback riding.

Friendship Farm Park and Trail - Nanjemoy

This scenic park overlooks the Nanjemoy Creek and offers a variety of recreational activities including fishing, baseball and hiking along seven miles of trails. A county-owned boat ramp offers easy access to the Potomac River and is open year round, from dawn to dusk, to the public. Fishing from the pier and shoreline is permitted.

Gilbert Run Park - Dentsville

Within this scenic wooded parkland are hiking and nature trails, picnic areas (grills and tables), picnic pavilions, playground areas, and fishing piers. The main attraction is a 60 acre fresh water lake which affords fishing, pedal boating, row boating, and canoeing. Fishermen are able to catch bass, bluegill, trout and catfish. A boat ramp is also provided for convenience (electric motors only). Park visitors can also enjoy the Nature Center which features a 150 gallon aquarium and a variety of natural specimens. Also available to the public are fishing supplies, and concessions. Gilbert Run Park is opened from March to November with seasonal hours of operation.

Indian Head Rail Trail- Indian Head to White Plains

Thirteen mile hiker/biker trail developed on an abandoned Navy railroad corridor. This recreational trail connects the Town of Indian Head with the White Plains area of the County. Runners, cyclists and nature enthusiast enjoy the benefits of this significant park facility. The IHRT is not just an amenity for our local residents; it also will be one of the County's most powerful tourism revenue venues.



Laurel Springs Regional Park - La Plata

Laurel Springs Park is located on Radio Station Road in La Plata. This facility offers a multitude of areas for residents to pursue their leisure interest. Developed facilities include an ADA accessible special needs playground (largest in the region), four small picnic pavilions, and several informal areas with picnic tables. Athletic playing areas include: two full size baseball, five softball, three little league, one football and five soccer fields. A number of these fields are lighted for evening play. A rubber-surfaced special needs baseball diamond ("Field of Dreams") offers players of abilities access to our national pastime. Athletic fields are available for official league use by permit only. A field is also available for community pick-up play. Fitness enthusiasts will enjoy a 3 mile running/walking trail which loops through the wooded perimeter of the park. (This trail is open year round.)

COUNTY & STATE PARKS

Mallows Bay Park – Riverside on the Potomac River

Local boaters can enjoy immediate access to this world-class fishery. Includes 50' launch ramp and boarding pier for power boaters, a kayak launch dock, interpretive signs and parking. In addition to shoreline fishing areas, the park offers trails and wildlife viewing opportunities.

Marshall Hall Boat Launching Facility

Located in the northwest section of the County at the end of Route 227, this boat launching facility gives direct access to the Potomac River. Available, free to the public, are two boat ramps, a boarding pier and parking for approximately 25 boat trailers. This is a popular area for shoreline fishing. Marshall Hall Boat Launching Facility is open from dawn to dusk year round.

Maxwell Hall Park - Hughesville

Located in the extreme eastern portion of our county, this 680 acre park currently has over 14 miles of hiking and equestrian trails. Trail users enjoy a mix of wooded and open field experience with occasional scenic views of the Patuxent River. Access to sandy beach is a favorite trail feature. A fully restored 17th century house is located on the property and plans are underway to open the house for public tours. The property's involvement in the War of 1812 will be included in the interpretation.

Myrtle Grove Wildlife Management Area - La Plata

Acres of forests/fields considered a prime location for bird watching & nature photography.

Oak Ridge Park - Hughesville



This eastern area park offers a combination of active and passive recreational activities. Athletic fields for official league use, by permit only, include little league and full size baseball fields, and a football/soccer field. Also a field is available for community pick-up play. A playground & picnic pavilion area is located at this facility. Wooded equestrian trails and two show rings are available on a first come, first served, basis unless there are scheduled events. This facility is available for rent by equestrian organizations and ideal for youth and open events. This area of Oak Ridge Park is open to the public seven (7) days a week from dawn to dusk.

Pisgah Park

This park serves the western portion of Charles County. Sports fields in this 200+ acre park include: two youth baseball, one regulation baseball, four soccer, a softball, and a football field. Seven of these fields will be lighted for evening play. Additional amenities will include a restroom building, playground, and picnic facilities.

Purse State Park - Nanjemoy

A 90-acre reserve with moss-covered rock walls and stunted trees located on Wades Bay off the Potomac River, great for fossil hunters.

Robert D. Stethem Memorial Sports Complex- Waldorf

Comprised of ten little league and big league baseball fields. The field sizes accommodates all ages, from T-ball to adults, for official league play. Fields are available by permit only. The park also includes playground facilities.

Ruth B. Swann Memorial Park - Bryans Road

This western area park borders Pomonkey Creek and the Potomac River. Combinations of both active and passive recreational activities are available from large open areas for soccer and baseball to picnicking and bird watching. Located at this park is a lighted baseball/little league field and football/soccer field that are available to organized leagues during the playing seasons by permit only. Picnic areas and a playground are available on a first come, first served, basis. Hikers can take advantage of the 2.4 mile foot trail which passes through mature woodland on its way to the shoreline of the Potomac River.

Smallwood State Park - Marbury

A 628-acres park offering fishing, camping, kayaking, canoeing, hiking, picnicking and a tour of the restored home of Revolutionary War hero General William Smallwood. This park also houses Sweden Point Marina which offers six boat launching ramps, fifty slips, and boat rentals.

COUNTY & STATE PARKS

Southern Park - Issue

Offering a wide variety of recreational activities for all ages, this park is located in southern Charles County off of Route 257 in Issue. Visitors can enjoy a scenic view of the Potomac River. A playground, picnic areas, ball fields, tennis courts, and a fishing pier are available. Southern Park is open to the public from dawn to dusk.

Turkey Hill Park- La Plata

Facilities include: four soccer fields, a football field, two picnic pavilions, one volleyball court, a multi-purpose area for informal recreation activities, an 18-hole disc golf course and a dog park. This park is situated on property which is leased from the State Highway Administration.

White Plains Regional Park

White Plains Park is located at the intersection of DeMarr Road and St. Charles Parkway. Park facilities include lighted tennis courts, tot lot and playground, a dog park, and several small picnic pavilions available on a first come, first served, basis. Athletic fields (for official league use-by permit only) include three soccer fields, one lighted softball field, one lighted baseball field, one lighted Little League field and one lighted football field. Also a field is available for community pick-up play. Open to the public from 8:00 A.M. (9:00 A.M. in winter months) until dusk. During some athletic events, the park remains open later into the evening.



White Plains & Turkey Hill Dog Parks

Public off-leash areas operated and maintained by the Department of Public Works - Facilities. County dog owners and their pets are invited to enjoy these unique facilities. Our Dog Parks provide safe, legal areas in which dogs can run, play, and socialize.

GOLF COURSES

Swan Point Country Club-

Tucked along the banks of the Potomac River, this waterfront club offers an 18-hole championship golf course that has been rated one of the best by Golf Digest.



White Plains Golf Course-

Regionally acclaimed 18-hole public golf course. Well-groomed undulating greens and Bermuda grass fairways offer a challenging experience for all levels of play. The Golf Course also offers a Driving Range.

RECREATION

Capital Clubhouse- Southern Maryland's ultimate recreational and sports complex, the Capital Clubhouse, is a 90,000 square foot year 'round sports center for all ages. Under one roof you will find: an NHL-size ice rink, multi-sport courts, a rock climbing wall, four party rooms, state-of-the-art sound and lighting systems, and year 'round FUN! The Capital Clubhouse is operated under a contract overseen by the Department of Community Services.

Community Centers- There are **eight school based community centers** located in selected County elementary and middle schools which are available for public enjoyment. These facilities offer a variety of programs, sports, services, activities, summer camps, and recreational opportunities to persons of all ages. Community centers are focal points within their geographic area that generate a sense of community through interaction and programs. Along with traditional recreation activities, community centers provide less structured programs geared toward developing community relations and providing needed supportive services.

In addition to school based community centers, the **Nanjemoy Community Center** operates Monday through Friday, year round and offers a wide range of programs and services including: Senior Center operational four days a week, recreational programs, fitness center, computer lab and special events. Portions of the Community Center

RECREATION

may be rented hourly for private functions and community organizations. In partnership with the Charles County Health Department, the Western County Family Medical Center opened at the Nanjemoy Community Center in March 2014.

The **Port Tobacco Recreation Center** located at the Department of Community Services building has a full size gymnasium available for basketball, volleyball, and community use through other programs and activities.

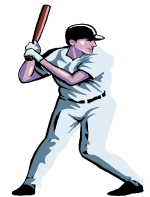
County Recreation Programs- Countywide recreational and leisure time experiences for the citizens of Charles County, including recreational classes and special events, indoor sports leagues for youth and adult, drop-in programs, special population programs and partnerships with Charles County Special Olympics, year round aquatics programs, summer camps, trips and tours, and amusement park discount ticket sales.

Elite Gymnastics and Recreation Center- Located in Waldorf this facility provides an unequalled facility for instruction in gymnastics, dance, and recreation. The center is a 29,000 square foot, year-round recreational facility offering day, evening, and weekend programs. The facility also features a toddler gymnastics area, martial arts and dance studios, an observation area, party room, and a pro shop.



Pools- The County currently operates six public swimming pools. Year round aquatics programs are offered at **three indoor pools at Lackey and North Point High Schools and the Donald M. Wade Aquatic Center located at St. Charles High School.** Seasonal **outdoor facilities are located at La Plata, McDonough, and Thomas Stone High Schools.** Aquatics programs such as water safety, water aerobics, and swim lessons are offered year-round.

Regency Furniture Stadium- is home of the Southern Maryland Blue Crabs professional baseball club with over 70 home games. The ballpark offers a full range of family friendly features and attractions, including a large catered picnic area overlooking the field and a fantastic amusement area for kids of all ages. The ballpark serves as a multipurpose facility by accommodating football, soccer, lacrosse and other sporting events, as well as concerts, expos, and other entertainment events. Regency Furniture Stadium features approximately 4,200 reserved seats and lawn seating to watch the action from the grass berms around the outfield. All seats are very close to the action.



Senior Centers- The County operates **four senior centers**, which serve as community focal points where older persons come together in an atmosphere of wellness to promote independence and improve their quality of life. Senior centers address the needs of an ever-increasing older population, providing a wide array of services and activities.

CHARLES COUNTY TOURIST ATTRACTIONS

Heritage and History

Visit the home of **Dr. Samuel A. Mudd**, who set the broken leg of President Abraham Lincoln's assassin. The two-story farmhouse is open to the public April-November and tours are provided by costumed docents. The annual Victorian Christmas event is held the first week of December.

The **Bryantown Historic District** was bustling with federal troops searching for John Wilkes Booth following the assassination of President Abraham Lincoln. Sites to visit include the Old Bryantown Tavern and St. Mary's Catholic Church.

During **The War of 1812**, 4,500 British troops came ashore in Benedict on their way to Washington D.C. After burning the White House and the Washington Navy Yard, the troops returned carrying their wounded and supplies

The U.S. Navy established an observation post at **St. Ignatius Catholic Church** during the War of 1812. Situated on a ninety-foot hill at Chapel Point, near Port Tobacco, this strategic location was ideal for observing British ship movement on the Potomac.



Beginning as the home to the Potapoco and Piscataway Native Americans, the **Port Tobacco Historic District** was home to one of the most historic port towns in Maryland. Guided tours are available and offer a one-of-a-kind look into some of the most well preserved early colonial homes and buildings in the area.



The **Thomas Stone National Historic Site** was originally home to the man who wrote himself into American history after signing the Declaration of Independence. Take part in a ranger led tour or attend one of several annual events.

Mallows Bay Park is home to the "Ghost Fleet" of Mallows Bay. One of the largest sunken ship graveyards in North America. Mallows Bay is part of the Charles County Water Trail and is accessible by road with small boating access and kayak launch.



Former historic home to General William Smallwood, the **Smallwood Retreat House** opened to the public in 1958 under the direction of the Smallwood Foundation, Inc. Tours are conducted by costumed docents and a living history program is available.

Indian Head Rail Trail is a converted abandoned railroad corridor with 13 miles of paved trail for hikers and bikers provides a unique opportunity to enjoy some of Southern Maryland's most undeveloped natural areas. Originally built in 1918 as a supply route for the Navy's Indian Head Powder Factory, this elevated rail bed passes through the Mattawoman Creek stream valley.

Illustrations by: Joseph Troy

Activities

Charles County retains its natural beauty in one of the fastest growing areas in Maryland.

21,000 acres of parkland are located within our border, where visitors are invited to explore and experience nature up close.

Charles County offers some of the most **scenic bike routes** in the state. Many have light traffic or wide shoulders and include historic sites along the way.

Nationally known as a world class year-round bass fishery, the **Potomac River** stretches along the western and south western side of the county for more than 55 miles.

Enjoy the newest activity at the James E. Richmond Science Center located within the St. Charles High School. The science center includes a state of the art 60 – foot diameter, 184 – seat Digital Dome Classroom.

Watch local baseball and enjoy other affordable family friendly activities at Regency Furniture Stadium, home to the Southern Maryland Blue Crabs.

Cultural Arts

Charles County Arts Alliance (CCAA) - was founded with the goal of stimulating, promoting, encouraging, and providing recognition of the arts and the creative spirit in Charles County, MD. A variety of events, workshops, and services are available to help Charles County artists and arts organizations succeed and thrive. The CCAA maintains two galleries for visual artists in public spaces around Charles County. The Galleries are all located in La Plata at the: Government Building and University of Maryland – Charles Regional Medical Center. The CCAA also sponsors the annual Artsfest which is the largest outdoor arts festival in Charles County. This annual countywide outdoor event celebrates ALL the arts in Charles County: music, visual art, drama, dance and literature.

Indian Head Center for the Arts- The Indian Head Center for the Arts' mission is to provide a broad spectrum of arts services to the community and to act as a community center, encouraging community interaction, economic development and the creation of opportunities for children, youth and residents. The Center is managed by the Chesapeake Bay Floating Theatre, Inc., a registered nonprofit. With its 84 seat intimate setting and 450 square foot stage, the Black Box Theatre provides a professional venue for performance artists of all types.

College of Southern Maryland, Fine Arts Center- sponsors various exhibits and performances including, theatre productions, music concerts, dance performances, gallery exhibits, ensemble opportunities for the entire community, and kids' and teen college classes in the arts.

Mattawoman Creek Art Center- is a not-for-profit organization seeking to encourage the practice and appreciation of the visual arts in the Southern Maryland community. The Center is located at Smallwood State Park in Marbury, Maryland and holds 8 to 10 Art Exhibits per year, plus special events, workshops, and classes. The gallery is open Fridays, Saturdays and Sundays from 11am to 4pm during scheduled exhibitions and shows.

Port Tobacco Players- strives to entertain, educate, uplift, challenge, enlighten, and enrich their audiences, volunteers and community by providing consistent quality productions at affordable prices. Six shows per season are performed on the recently renovated main stage in downtown La Plata, Maryland and there are also performs countless road productions with their Encore and Encore Kids touring companies.

Crain Memorial Welcome Center

The Welcome Center is open seven days a week from 8:30 a.m. – 4:30 p.m., The center hosts a wide variety of information on hunting and fishing, camping and trails, cultural and historical attractions, as well as information on the Civil War and Star Spangled Banner. Travel counselors will assist you with itineraries, meet and greet motor coaches, and make county and state hotel reservations.

ECONOMIC AND STATISTICAL INFORMATION

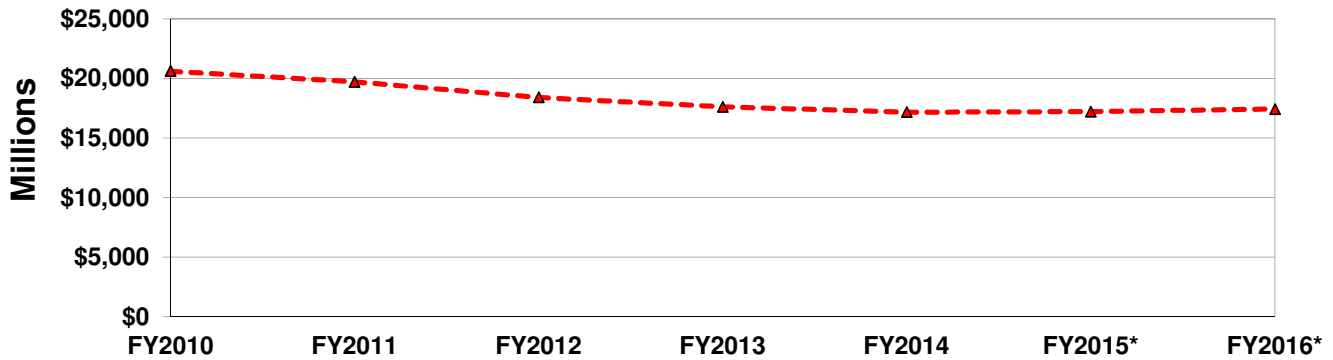
Charles County, Maryland Assessed and Estimated Market Value of All Property Classes

(amounts expressed in thousands)

Fiscal Year Ended June 30th	Real Property		Business Personal Property	Railroads & Public Utilities	Ordinary Business Corporations	Total Assessed Value	Total Market Value
	Full Year	Partial Yr.					
2010	\$18,848,560	\$161,648	\$5,233	\$205,120	\$802,290	\$20,022,851	\$20,612,660
2011	\$17,816,916	\$99,738	\$7,901	\$262,617	\$785,848	\$18,973,019	\$19,707,755
2012	\$16,566,497	\$138,408	\$8,284	\$255,918	\$693,248	\$17,662,354	\$18,411,410
2013	\$15,768,390	\$132,278	\$8,190	\$265,945	\$681,889	\$16,856,691	\$17,614,787
2014	\$15,386,213	\$131,670	\$7,713	\$284,178	\$631,661	\$16,441,436	\$17,174,309
2015*	\$15,352,935	\$202,926	\$7,504	\$303,968	\$625,117	\$16,492,450	\$17,225,827
2016*	\$15,636,533	\$159,135	\$7,713	\$290,886	\$613,022	\$16,707,289	\$17,427,584

Source: Maryland State Department of Assessments & Taxation.

Estimated Market Value



* Estimated by the Department of Fiscal Services and Administrative Services, Charles County, MD.

Ten Leading Tax Payers

(Fiscal Year 2015)

<u>Taxpayer</u>	<u>Property Tax Billed</u> ¹	<u>Property Assessment</u>
NRG Energy, Inc. (formerly Gen On Energy, Inc.).....	\$13,376,512	\$528,235,890 **
Southern Maryland Electric Coop Inc.....	4,057,579	142,246,430
Charles Mall Company LTD Partnership.....	1,604,246	140,600,000
Dominion Cove Point LNG,LP.....	1,592,737	55,836,520
Verizon Maryland INC.....	1,204,646	42,231,590
API Town Center South LLC.....	844,116	73,980,367
Washington Gas Light Company.....	763,474	26,765,070
Madison Waldorf LLC.....	601,745	52,738,400
Potomac Electric Power Company.....	592,801	20,781,810
SVF Waldorf LLC.....	528,783	46,343,833

Source: Maryland State Department of Assessments and Taxation/ Charles County Department of Fiscal Services and Administrative Services

¹ State and Volunteer Fire & EMS taxes are excluded from property tax billed.

** Estimated business corporation property assessment based on Fiscal Year 2013 assessment.

ECONOMIC AND STATISTICAL INFORMATION

County-Wide Property Tax Rates Per \$100 Assessed Value								
Fiscal Years	<u>Real Property</u>				<u>Business Property</u>			
	General County (Including Education)	Fire and Rescue Tax	State	Total	General County (Including Education)	Fire and Rescue Tax	State*	Total
2012	\$1.0025	\$0.064	\$0.112	\$1.1785	\$2.50625	\$0.16	\$0.28	\$2.94625
2013	1.0570	0.064	0.112	1.2330	2.64250	0.16	0.28	3.08250
2014	1.1410	0.064	0.112	1.3170	2.85250	0.16	0.28	3.29250
2015	1.1410	0.064	0.112	1.3170	2.85250	0.16	0.28	3.29250
2016	1.1410	0.064	0.112	1.3170	2.85250	0.16	0.28	3.29250

* Non-utility generators are exempt from State Business Property Tax.

How are your Property Taxes calculated?



Assessed property value	\$250,000 ^a
Divided by \$100 increments	\$100 ^b
Multiplied by the combined tax rate	\$1.317 ^c
Total property taxes due	\$3,293

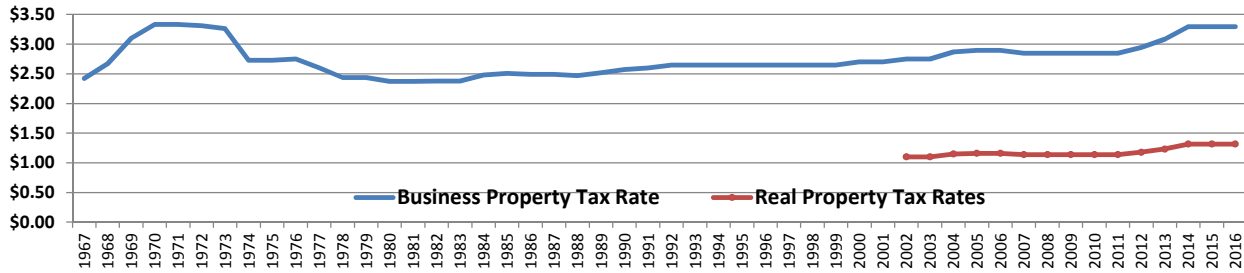
- a) All property is physically inspected once every three years and any increase in full cash value arising from such inspections is phased in over the ensuing three taxable years in equal annual installments. A tax cap is set by the County Commissioners annually and can range from 0% to 10% of the prior year liability. The current year tax cap is 7%. Conversely, any decrease in full cash value is recognized in full in the first year and the tax bill remains flat until the next reassessment.
- b) Property taxes are calculated per \$100 of assessed value.
- c) Combined tax rate is broken down into \$1.205 County (includes \$0.064 Volunteer Fire & EMS) and \$0.112 State.

County Tax Levies (net of additions and abatements)			
Fiscal Years	County (Including Education)	Fire and Rescue Tax	State
2010	\$206,470,878	\$13,736,111	\$21,223,149
2011	197,305,606	13,065,673	19,995,819
2012	190,760,517	12,178,023	19,347,608
2013	194,668,475	11,665,839	18,460,235
2014	202,164,867	11,339,659	18,082,492
2015*	203,065,875	11,390,198	18,161,507
2016 Est.	205,589,505	11,531,751	18,442,506

Source: Audited financial statements of the County for the fiscal years 2010-2014
*Unaudited as provided by the Department of Fiscal Services and Administrative Services, Charles County, MD

ECONOMIC AND STATISTICAL INFORMATION

Charles County Tax Rates/Budget: 50 Year History



FISCAL YEAR	BUSINESS PROPERTY TAX RATES				REAL PROPERTY TAX RATES				INCOME TAX RATE*	BUDGET
	FIRE	COUNTY	STATE	TOTAL	FIRE	COUNTY	STATE	TOTAL		
1967	0.10	2.15	0.17	\$2.42					50%	\$4,161,236
1968	0.10	2.40	0.17	\$2.67					50%	\$5,551,983
1969	0.10	2.80	0.20	\$3.10					50%	\$6,851,980
1970	0.10	3.05	0.18	\$3.33					50%	\$7,909,728
1971	0.10	3.05	0.18	\$3.33					50%	\$9,022,620
1972	0.10	3.00	0.21	\$3.31					50%	\$12,253,480
1973	0.10	2.95	0.21	\$3.26					50%	\$14,413,586
1974	0.10	2.42	0.21	\$2.73					50%	\$16,331,993
1975	0.10	2.42	0.21	\$2.73					50%	\$19,005,734
1976	0.10	2.42	0.23	\$2.75					50%	\$24,450,701
1977	0.10	2.27	0.23	\$2.60					50%	\$23,208,952
1978	0.10	2.14	0.20	\$2.44					50%	\$25,587,735
1979	0.10	2.14	0.20	\$2.44					45%	\$26,990,058
1980	0.10	2.07	0.20	\$2.37					40%	\$32,206,942
1981	0.10	2.07	0.20	\$2.37					45%	\$31,719,728
1982	0.10	2.07	0.21	\$2.38					50%	\$35,059,911
1983	0.10	2.07	0.21	\$2.38					50%	\$38,650,500
1984	0.10	2.17	0.21	\$2.48					50%	\$43,316,062
1985	0.15	2.15	0.21	\$2.51					50%	\$49,649,070
1986	0.15	2.13	0.21	\$2.49					50%	\$54,866,100
1987	0.15	2.13	0.21	\$2.49					45%	\$64,574,398
1988	0.15	2.11	0.21	\$2.47					45%	\$69,756,088
1989	0.15	2.16	0.21	\$2.52					50%	\$82,880,250
1990	0.15	2.21	0.21	\$2.57					50%	\$95,942,900
1991	0.16	2.23	0.21	\$2.60					50%	\$92,789,500
1992	0.16	2.28	0.21	\$2.65					50%	\$96,175,850
1993	0.16	2.28	0.21	\$2.65					50%	\$94,202,500
1994	0.16	2.28	0.21	\$2.65					50%	\$101,000,000
1995	0.16	2.28	0.21	\$2.65					50%	\$111,468,000
1996	0.16	2.28	0.21	\$2.65					50%	\$115,787,000
1997	0.16	2.28	0.21	\$2.65					50%	\$121,319,200
1998	0.16	2.28	0.21	\$2.65					50%	\$129,179,500
1999	0.16	2.28	0.21	\$2.65					2.52% **	\$137,248,500
2000	0.16	2.33	0.21	\$2.70					2.81%	\$152,185,700
2001	0.16	2.33	0.21	\$2.70					2.85%	\$161,893,300
2002	0.16	2.38	0.21	\$2.75	0.064	0.952	0.084	\$1.10	2.90%	\$171,108,600
2003	0.16	2.38	0.21	\$2.75	0.064	0.952	0.084	\$1.10	2.90%	\$190,253,600
2004	0.16	2.38	0.33	\$2.87	0.064	0.952	0.132	\$1.148	2.90%	\$197,452,600
2005	0.16	2.405	0.33	\$2.895	0.064	0.962	0.132	\$1.158	2.90%	\$213,559,200
2006	0.16	2.405	0.33	\$2.895	0.064	0.962	0.132	\$1.158	2.90%	\$243,388,300
2007	0.16	2.405	0.28	\$2.845	0.064	0.962	0.112	\$1.138	2.90%	\$273,508,600
2008	0.16	2.405	0.28	\$2.845	0.064	0.962	0.112	\$1.138	2.90%	\$302,328,000
2009	0.16	2.405	0.28	\$2.845	0.064	0.962	0.112	\$1.138	2.90%	\$312,519,000
2010	0.16	2.405	0.28	\$2.845	0.064	0.962	0.112	\$1.138	2.90%	\$311,168,600
2011	0.16	2.405	0.28	\$2.845	0.064	0.962	0.112	\$1.138	2.90%	\$305,018,610
2012	0.16	2.50625	0.28	\$2.94625	0.064	1.0025	0.112	\$1.1785	2.90%	\$307,623,600
2013	0.16	2.64250	0.28	\$3.0825	0.064	1.0570	0.112	\$1.233	2.90%	\$325,073,900
2014	0.16	2.85250	0.28	\$3.2925	0.064	1.1410	0.112	\$1.317	3.03%	\$339,071,600
2015	0.16	2.85250	0.28	\$3.2925	0.064	1.1410	0.112	\$1.317	3.03%	\$354,515,200
2016	0.16	2.85250	0.28	\$3.2925	0.064	1.1410	0.112	\$1.317	3.03%	\$365,682,800

The "truth in taxation" bill was passed. In order to make real property tax bills simpler and easier to understand, the General Assembly, under Chapter 80 of the Acts 2000, requires that property tax rates on real property be based on a full cash value assessment. As a result, real property tax rates were reduced by 40% effective July, 1, 2001 (FY2002.)

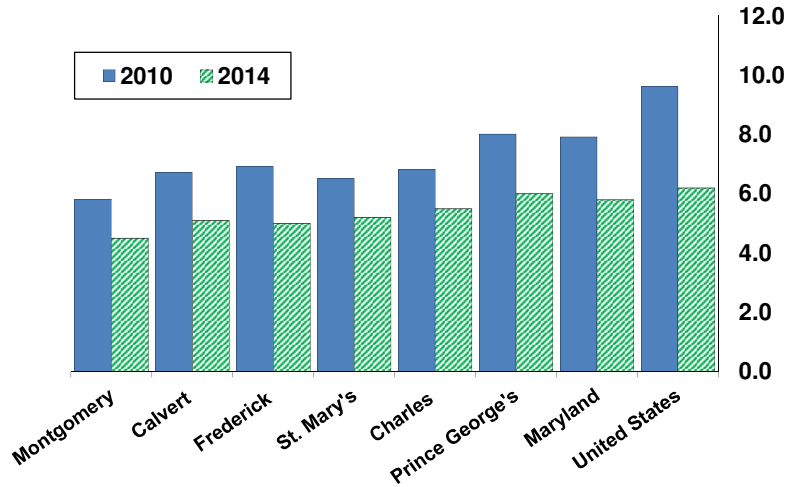
* Income Tax rates are shown as calendar years.

** In order to hold the Counties harmless from any tax policies implemented by the State, the method used to calculate the local tax was changed in calendar year 1999. The rate was changed to be calculated as a % of the individual's Maryland taxable income. In prior years, the local tax was calculated as a % of the calculated Maryland tax. The local rate of 2.81% for calendar year 2000 equated to approximately 56% of the State liability.

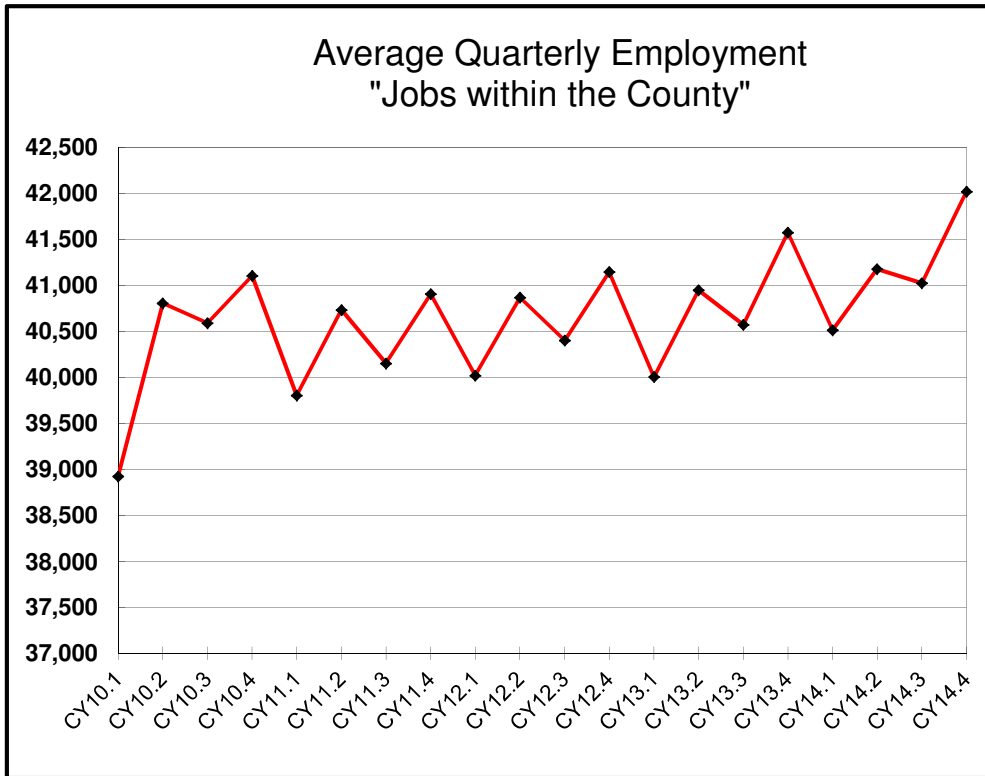
ECONOMIC AND STATISTICAL INFORMATION

Average Annual Unemployment Rate

<u>Calendar Year:</u>	<u>2010</u>	<u>2014</u>
Montgomery County	5.8	4.5
Calvert County	6.7	5.1
Frederick County	6.9	5.0
St. Mary's County	6.5	5.2
Charles County	6.8	5.5
Prince George's County	8.0	6.0
State of Maryland	7.9	5.8
United States	9.6	6.2



The average annual unemployment rate for Maryland continues to be well below the national average. Charles County continues to have a lower unemployment rate than the State average.



The quarterly employment for the fourth quarter of Calendar Year 2014 is at the highest point.

Source: Maryland Department of Labor, Licensing, & Regulation and the Bureau of Labor Statistics. Published June 2015.

ECONOMIC AND STATISTICAL INFORMATION

Major Employers

<u>Employer</u>	<u>Number of Employees</u>	<u>Employer</u>	<u>Number of Employees</u>
Charles County Board of Education.....	3,453	Southern MD Electrical Coop.....	434
Naval Department of Defense at Indian Head.....	2,973	Target.....	400
Charles County Government.....	1,433	McDonald's.....	396
UM Charles Regional Medical Center.....	673	Safeway.....	391
The Facchina Group of Companies.....	555	Wal-Mart/Sam's Club.....	349
Naval Supprrt Facility Indian Head Contractors.....	550	Bloomin' Brands (formerly OSI Restaurant Partners).....	300
College of Southern Maryland.....	490	Genesis Health Care.....	295
BJ's Wholesale Club.....	452	Waldorf Ford	250

Source: Economic Development Office as of July 2015.

Hourly Wage Rates

<u>Selected Occupations</u>	<u>Local Median</u>	<u>State Median</u>	<u>Selected Occupations</u>	<u>Local Median</u>	<u>State Median</u>
Accountants & Auditors.....	\$36.25	\$35.50	Machinists.....	\$34.50	\$23.00
Aerospace Engineers.....	52.75	56.75	Network Administrators.....	41.00	44.75
Bookkeeping/Accounting Clerks.....	19.25	20.25	Packers and packagers, hand.....	8.75	9.50
Computer Systems Analyst.....	41.75	42.00	Retail Salesperson.....	11.00	10.25
Customer Service Representatives.....	15.75	16.25	Registered Nurse.....	33.25	34.50
Electrical Engineers.....	43.50	45.75	Secretaries.....	18.50	18.25
Electrical & Electronic Eng. Techs.....	41.50	32.50	Shipping/Receiving Clerks.....	15.50	15.75
Industrial Truck & Tractor Operators.....	17.75	17.00	Team Assemblers.....	13.50	14.25

Source: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information; last updated April 2015. Wages were adjusted for inflationary pressure through December 2014. Local Wage Rates represent Southern Maryland which includes Calvert, Charles, and St. Mary's counties. Wages may vary by industry, employer, and locality.

Number of Charles County 2013 Income Tax Returns by Maryland Adjusted Gross Income Class

<u>Maryland Adjusted Gross Income</u>	<u>Number of Returns</u>	<u>% of Total</u>	<u>Charles County as a % of Maryland</u>
\$0-\$9,999.....	1,233	2.2%	1.2%
\$10,000 under \$20,000.....	6,896	12.1%	2.2
\$20,000 under \$30,000.....	6,242	11.0%	2.0
\$30,000 under \$40,000.....	5,512	9.7%	2.1
\$40,000 under \$50,000.....	4,860	8.5%	2.3
\$50,000 under \$100,000.....	17,486	30.7%	2.8
\$100,000 and over.....	14,734	25.9%	2.8
Taxable Returns.....	56,963	100.0%	2.4%
Non-Taxable.....	12,358		2.0
Total- All Returns.....	<u>69,321</u>		<u>2.3%</u>

Source: Office of the Maryland Comptroller of the Treasurer

ECONOMIC AND STATISTICAL INFORMATION

Income

Median household income and per-capita income for Charles County, the State, and other surrounding counties are shown below. Charles County ranks fourth for Median Household Income and seventh in Per Capita Income when compared to the other 22 counties in the State of Maryland and the City of Baltimore.

<u>Jurisdiction</u>	<u>Median Household Income</u>	<u>State Ranking</u>	<u>Per Capita Income</u>	<u>State Ranking</u>
Anne Arundel.....	\$87,430	5	\$40,415	3
Calvert.....	95,477	3	38,260	4
Charles.....	93,160	4	37,277	7
Frederick.....	84,570	9	36,917	8
Howard.....	109,865	1	48,172	2
Montgomery.....	98,221	2	49,038	1
Prince George's.....	73,623	11	32,344	14
St. Mary's.....	85,672	7	36,017	10
State of Maryland.....	73,538		36,354	

Source: 2009-2013 American Community Survey 5-Year Estimates

Educational Attainment

The percentage of adults in Charles County 25 years or older with a high school education or higher is greater than both the State and United States average while the percentage with a bachelor's degree or higher is less.

<u>Educational Attainment</u>	<u>Charles County</u>		<u>Maryland</u>	<u>United States</u>
	<u># of Residents</u>	<u>% of total</u>	<u>% of total</u>	<u>% of total</u>
Less than 9th grade.....	2,618	2.7%	4.4%	5.9%
9th to 12th grade, no diploma.....	5,916	6.1%	6.9%	8.0%
High school graduate (includes equivalency).....	30,160	31.1%	25.9%	28.1%
Some college, no degree.....	25,214	26.0%	19.7%	21.2%
Associate's degree.....	7,273	7.5%	6.3%	7.8%
Bachelor's degree.....	16,098	16.6%	20.1%	18.0%
Graduate or professional degree.....	9,795	10.1%	16.7%	10.8%
Population 25 years and over.....	96,976			
Percent high school graduate or higher.....		91.3%	89.5%	87.9%
Percent bachelor's degree or higher.....		26.7%	39.4%	31.9%

Source: 2009-2013 American Community Survey 5-Year Estimates

Charles County Sales and Use Tax Collections

As indicated in the following table Charles County had an increase of 4.0% for FY13, matching the State increase. Charles County represents 2.6% of the total state wide collection. The Sales and Use Tax Rate in Maryland is 6%.

(Dollars in Thousands)

<u>Class of Business</u>	<u>Fiscal Year</u>		<u>%</u>	<u>2013</u>	<u>2012</u>
	<u>2013</u>	<u>2012</u>	<u>Change</u>	<u>% of Total</u>	<u>% of Total</u>
General Merchandise.....	\$27,768	\$26,720	3.9%	25.6%	25.6%
Food and Beverage.....	24,188	24,510	-1.3%	22.3%	23.5%
Building and Contractors.....	19,258	15,289	26.0%	17.7%	14.7%
Utilities and Transportation.....	9,313	9,536	-2.3%	8.6%	9.1%
Automotive.....	7,262	7,422	-2.2%	6.7%	7.1%
Furniture, Fixtures, & Appliances.....	6,971	6,909	3.6%	6.4%	6.5%
Miscellaneous.....	6,492	6,728	-6.0%	6.0%	6.6%
Apparel.....	6,351	6,011	5.7%	5.8%	5.8%
Hardware, Machinery & Equipment...	1,032	1,101	-6.3%	1.0%	1.1%
Total	\$108,637	\$104,227	4.2%	100.0%	100.0%
Assessment Collections	82	332	-75.3%		
Grand Total	\$108,719	\$104,559	4.0%		

Source: Retail Sales Tax Division of the Office of the Maryland Comptroller of the Treasury

ECONOMIC AND STATISTICAL INFORMATION

Population and Age Distribution

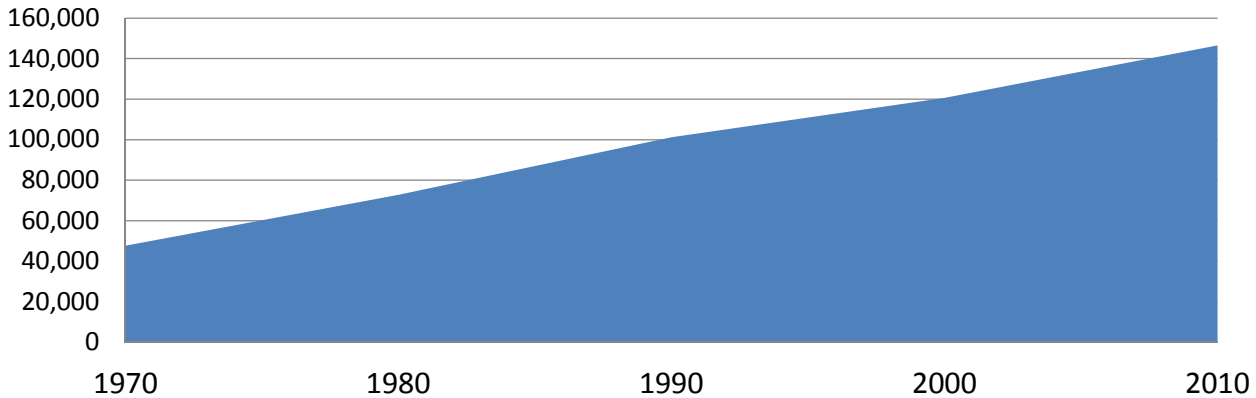
Age	1970	1980	1990	2000	2010	2014 ⁽¹⁾
Under 5	5,674	5,975	8,769	8,628	9,780	9,966
5-9	6,537	6,721	8,631	9,891	10,241	10,805
10-14	5,928	8,273	7,853	10,376	11,587	12,321
15-19	4,283	7,908	7,731	8,971	11,661	12,229
20-24	3,033	5,588	7,761	6,118	8,851	9,169
25-34	7,193	12,506	19,351	17,401	17,309	18,136
35-44	5,402	10,853	16,820	22,749	24,498	24,516
45-54	4,283	6,308	11,346	17,062	24,000	26,184
55-64	2,846	4,614	6,389	10,525	14,974	16,796
65-74	1,633	2,674	4,145	5,460	8,245	9,037
<u>75 years or older</u>	<u>766</u>	<u>1,331</u>	<u>2,358</u>	<u>4,022</u>	<u>5,405</u>	<u>5,590</u>
All Ages	47,578	72,751	101,154	120,546	146,551	154,749
Percent of Population						
Under 20 years	47.1%	39.7%	32.6%	31.4%	29.5%	29.3%
Over 64 years	5.0%	5.5%	6.4%	7.9%	9.3%	9.5%
Median age	22.3	26.7	30.2	35.1	37.4	37.4

Source: U.S. Department of Commerce, U.S. Census Bureau

(1) Based on U.S. Census 2014 Population Estimate.

Average annual increase per 10 year increment... **4.3%** **3.4%** **1.8%** **2.0%**

Charles County Population 40 Year History



Race	
White.....	50.3%
Black or African American alone.....	41.4%
Hispanic or Latino (of any race).....	4.6%
Asian.....	3.2%
Other.....	0.5%

Gender	
Women.....	51.7%
Men.....	48.3%

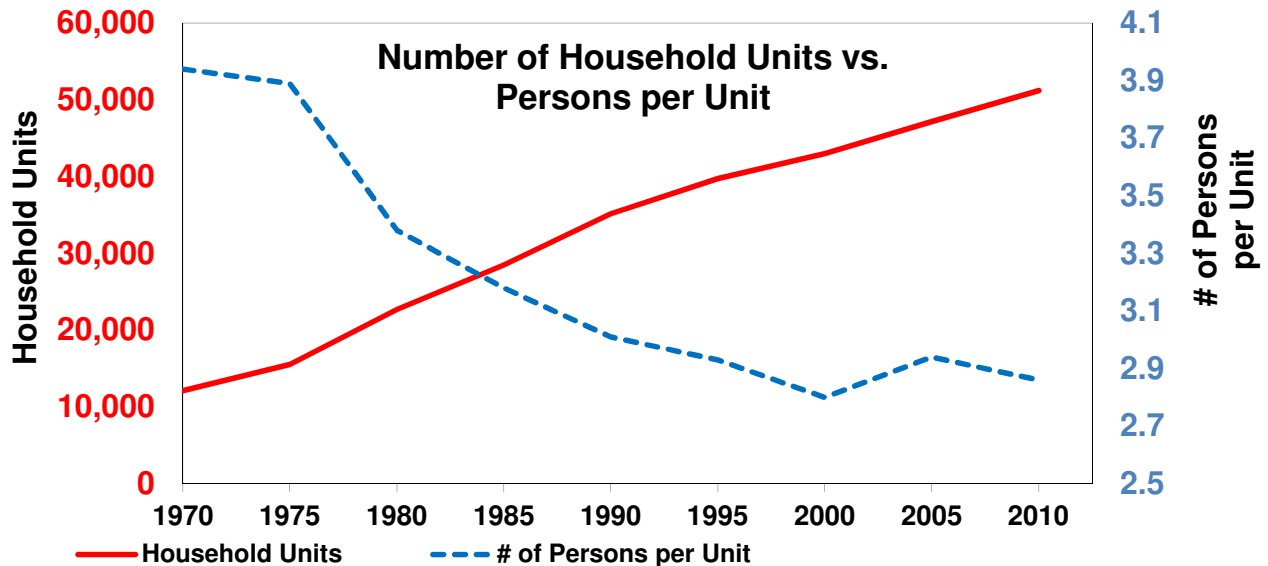
Source: U.S. Census Bureau, 2009-2013 American Community Survey 5-year estimates

ECONOMIC AND STATISTICAL INFORMATION

Persons Per Residential Household

The total housing units for Charles County is estimated at 53,773. Per the 2010 Census the occupancy rate for Charles County is 93.2%. The number of persons per unit was on a decline from 1970 to 1995 and has leveled off to the current 2.87 persons per unit.

<u>Calendar Year Ending</u>	<u>Number of Occupied Housing Units</u>	<u>Number of Persons Per Unit</u>
1970	12,098	3.94
1975	15,519	3.89
1980	22,721	3.38
1985	28,498	3.18
1990	35,168	3.01
1995	39,736	2.93
2000	43,002	2.80
2005	47,161	2.94
2010 ⁽¹⁾	51,214	2.86
2014 ⁽²⁾	53,773	2.87



Source: U.S. Census Bureau / Charles County Department of Planning & Growth Management.

(1) U.S. Census Bureau, Census 2000; count as of 04/01/10

(2) Based on U.S. Census 2010 data for occupied housing units, with new Charles County U & O permit data added to 2010 number.

Type of Housing Units

	<u>% of Total</u>		<u>% of Total</u>
1 unit- detached.....	72.6%	5 to 9 units.....	1.7%
1 unit- attached.....	16.6%	10 to 19 units.....	1.8%
2 units.....	0.5%	20 or more units.....	3.5%
3 or 4 units.....	1.7%	Mobile home or other	1.6%

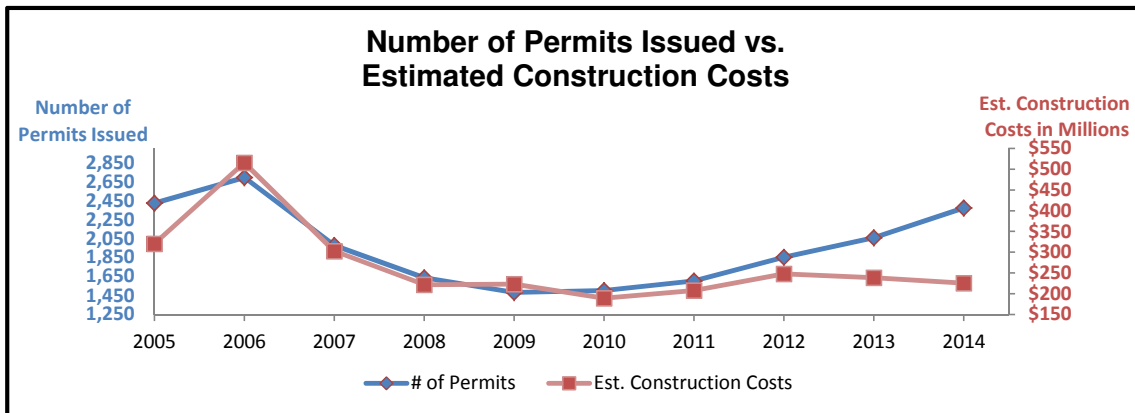
Source: U.S. Census Bureau, 2009-2013 American Community Survey 5-year estimates.

ECONOMIC AND STATISTICAL INFORMATION

As set forth in the Ten-Year Building Permit Summary, permit values have generally remained stable since 2008.

Ten Year Building Permit Summary

Calendar Year	# of New Residential Units	# of New Commercial Permits	# of New Res. Misc. Permits	# of Comm. Alter./Add. Permits	Total Number of Permits	Total Estimated Construction Costs
2005	783	29	1,402	209	2,423	\$320,473,399
2006	1,043	32	1,381	237	2,693	515,266,408
2007	581	22	1,103	271	1,977	302,263,342
2008	397	41	930	268	1,636	221,314,567
2009	524	14	723	221	1,482	222,629,345
2010	520	15	761	206	1,502	189,021,394
2011	576	18	751	259	1,604	207,318,445
2012	643	15	935	261	1,854	247,602,902
2013	714	18	1,011	315	2,058	238,111,640
2014	730	9	1,306	327	2,372	225,453,371



As shown below, the County experienced a dramatic rise in the estimated average cost per single family dwelling unit between 2005 and 2007. Since 2007 the average cost of construction has remained relatively consistent and has started to increase in recent years.

Year	Estimated Residential Construction Costs	No. of New SFD Units	Avg. Cost of New SFD Unit	% Chg.
2005	\$171,982,185	773	\$222,487	12.3%
2006	221,421,651	901	245,751	10.5%
2007	124,848,057	489	255,313	3.9%
2008	94,786,848	377	251,424	-1.5%
2009	87,588,186	363	241,290	-4.0%
2010	117,998,807	497	237,422	-1.6%
2011	110,281,837	432	255,282	7.5%
2012	112,328,874	474	236,981	-7.2%
2013	129,669,469	484	267,912	13.1%
2014	129,457,575	471	274,857	2.6%

Source: County Department of Planning & Growth Management, Permits and Inspections Division.

ECONOMIC AND STATISTICAL INFORMATION

Transportation

Highways: U.S. 301, MD 5, and MD 210 are the major highways through the county. Routes 5 and 210 connect to the National Capital Beltway (I-495) providing easy access to Washington D.C. and Northern Virginia. Route 301 connects the region with Baltimore and Richmond, and serves as an alternate to I-95 traffic through the Washington Capital area.

Rail: CSX Transportation **Truck:** 46 local and long-distance trucking establishments are located in Southern Maryland.

Air: Charles County's business district lies 45 minutes from Washington's Reagan National Airport and about an hour from both Dulles International and BWI Marshall Airports; Maryland Airport (2W5), near La Plata, is upgrading to a 4,200 foot runway and is the closest airport to DC for corporate jet traffic without the requirement of additional security agents.

Water: Service by the Port of Baltimore and Potomac River. Channel depth of the Potomac River is sufficient to support shipping direct to Charles County.

Utilities

Electricity: Southern Maryland Electric Cooperative; customers may choose their electric supplier; county is home to NRG's Morgantown power generation plant with a capacity of 1,467 megawatts.

Gas: Washington Gas; customers may choose their gas supplier

Sewer: Waldorf, White Plains, Bryans Road, Cobb Island, Clifton, and Bel Alton are served by the county; the towns of La Plata and Indian Head have municipal sewer systems.

Water: The county provides water for St. Charles Communities, Waldorf, White Plains and Bryans Road; Indian Head and La Plata have municipal water systems.

Telecommunication: Broadband services include Verizon FiOS and Comcast Business Class; several carriers offer excellent wireless coverage and landline service.

Business/Industrial Property

St. Charles - One of the best master-planned communities in the country and only 11 miles from the Capital Beltway. More than 500 acres of industrial and commercial property available in parcels from one to 100+ acres in three employment parks.

Waldorf Technology Park - Master-planned, 400,000 sf Class A office and R&D complex on 64 acres; home to Marriott Residence Inn and the Energetics Technology Center. Certified site: Eight-month delivery is available for a new, fully permitted, 20,000 sf Class A building

White Plains Corporate Business Park - Strategically located along US 301 in the developing White Plains business district. This park offers Class A lease and condo office space, flex space, and pad sites. Certified site: Eight-month delivery is available for a new, fully permitted, 10,000 sf Class A building.

Market Profile Data

	<u>Low</u>	<u>High</u>	<u>Average</u>		<u>Low</u>	<u>High</u>	<u>Average</u>
Land- cost per acre:				Rental Rates- per square foot:			
Industrial	\$20,000	\$250,000	\$110,500	Warehouse/Industrial	\$4.00	\$17.00	\$7.00
Office	\$60,000	\$1,200,000	\$310,000	Flex/R&D/Technology	\$5.00	\$13.00	\$10.00
				Class A Office	\$10.00	\$30.00	\$21.00

Operational Budgets

Understanding an Operating Division/Program Budget Form

Please refer to the blank operating budget form on the following page.

1. This section refers to the general area under which a Department or Agency is listed in the FY2016 Adopted budget book.
2. The **name of the County Department or Agency** being summarized is listed in this section.
3. The **account number** represents the internal number used for Fund, Department, and Division.
4. The **Division/Program** section refers to the division or program within a Department whose budget is being summarized.
5. This section displays the **fund type** used to manage the particular budget.
6. The **Program Administrator** section identifies the County Division Administrator responsible for the program being summarized. In the case of an outside agency, such as the Health Department, the name of the person in charge is used.
7. **Address, web site address** (with link), **Phone Numbers**, and **Hours** are provided. This appears on the overall Department page when applicable. Each Division/Program page contains a web site address if available.
8. This column contains the actual funds spent in each budget category during **FY2014**. For further explanation on what is included in the individual Character of Expenditures, please refer to the Glossary section of the book.
9. The **Adopted FY2015 Budget** is listed in this column.
10. The **FY2016 Request Budget** as submitted by the individual Department or Agency is listed in this column with the exception of the Special Revenue Funds. For Special Revenue Funds, the **FY2015 Amended Budget** is reported due to frequent late changes to grant awards and budgets.
11. The **FY2016 Adopted Budget** is listed in this column.
12. The **amount of change expressed in dollars** comparing the FY2015 Adopted Budget and the FY2016 Adopted Budget. Special Revenue funds show change to FY2015 Amended Budget.
13. The **percentage change (%) column** represents the monetary change from FY2015 Adopted Budget to FY2016 Adopted Budget expressed as a percentage. Special Revenue funds show percentage change to FY2015 Amended Budget.
14. This line represents **revenues** associated directly with the department or agency.
15. The **Changes and Useful Information** section is used to narrate new positions, new programs, highlight any significant changes, and offer additional explanations on the budget.
16. The **Description** Section provides general information for the Department/Division or Agency.
17. The **Positions** section provides full-time equivalent information concerning the number of employees and job titles for a particular Department or Agency for FY12 through FY16.
NOTE: The personnel within departments are displayed according to the chargeable account.
18. **Objectives & Measurements** section represents the way departments measure their effectiveness and/or efficiency. By reviewing this area, management states the departments objective and attempts to answer the questions, "Are we doing the right thing? and How well are we doing it?". Actual results for FY12 to FY14 are included, as well as a projection for FY15, and an estimate for FY16.

1.

Department: 2.
Division\Program: 4.
Program Administrator: 6.

Account: 3.
Fund: 5.

Address: 7. www.charlescountymd.gov Phone Number:
Hours:

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services						
Fringe Benefits						
Operating Costs	8.	9.	10.	11.	12.	13.
Transfers Out						
Capital Outlay						
Total Expenditures						
Revenues 14.						

Changes and Useful Information: 15.

- .
- .
- .

Description: 16.

Positions: 17.

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
--------------	-----------------	-----------------	-----------------	-----------------	-----------------

Total Full Time Equivalent	0.0	0.0	0.0	0.0	0.0
Allocated to Other Funds:					
Net Cost to General Fund	0.0	0.0	0.0	0.0	0.0

Objectives & Measurements:

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY16 Estimated</u>
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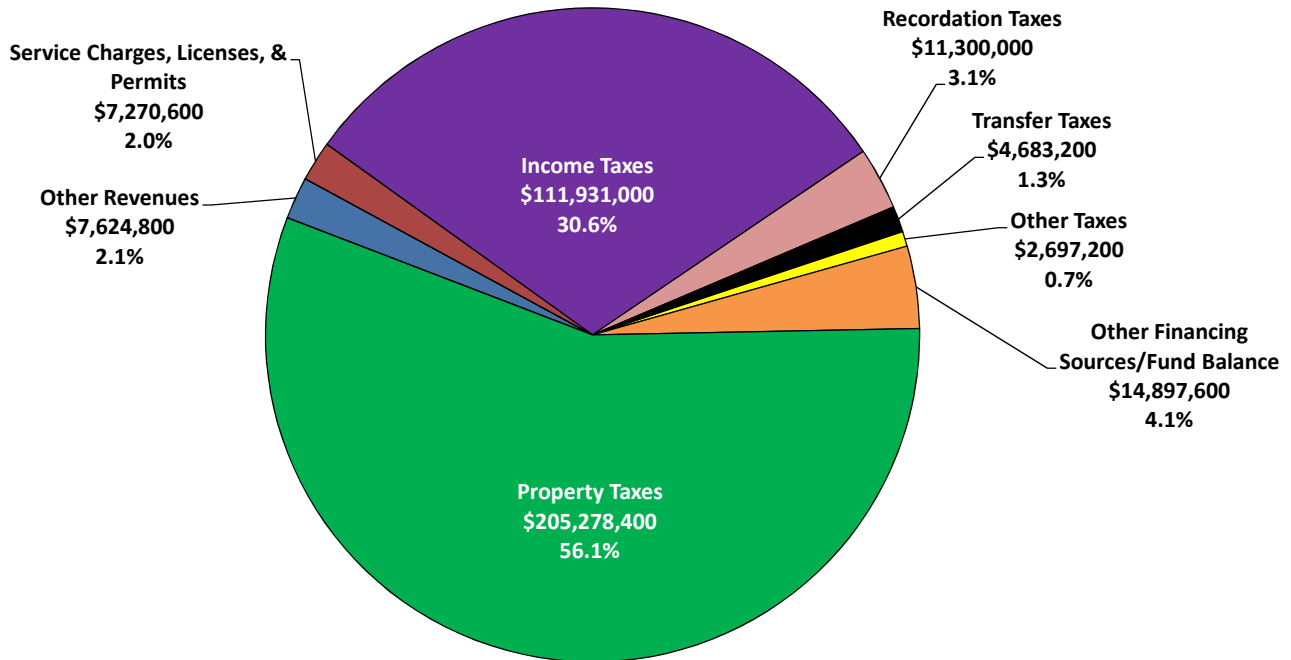
18.

General Fund

GENERAL FUND

A general fund is used to account for financial transactions associated with government services which are not legally required to be accounted for in a special fund, or are not part of self-supporting operations. The revenues that comprise the General Fund and the percent of the total fund are shown below:

FY16 General Fund Revenues/Financing Sources TOTAL APPROVED = \$365,682,800



REVENUE BREAKDOWN

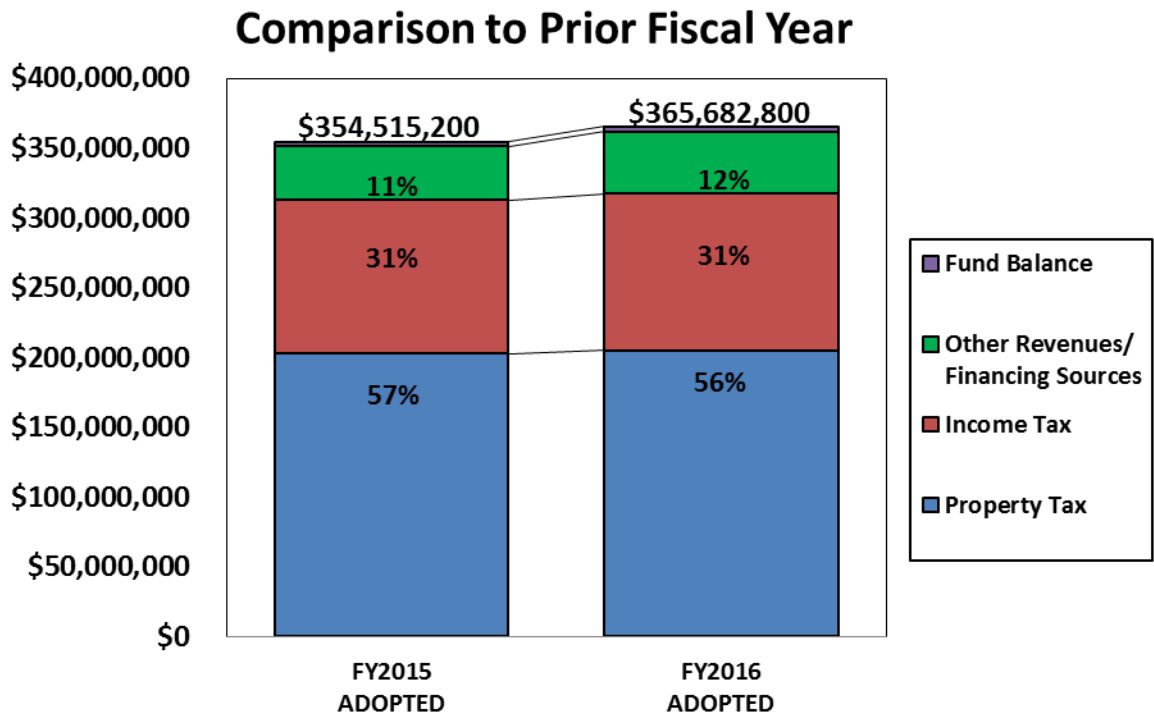
PROPERTY TAXES	56.1%	\$205,278,400	INCOME TAX	30.6%	\$111,931,000
Real & Personal		207,325,400			
Penalties, Interest & Fees		617,000	TRANSFER TAXES	1.3%	\$4,683,200
Tax Credits		(2,664,000)			
RECORDATION TAXES	3.1%	\$11,300,000	SERVICE CHARGES, LICENSES, & PERMITS	2.0%	\$7,270,600
OTHER TAXES	0.7%	\$2,697,200	EMS Billing Fee		1,285,100
Hotel/Motel Tax		949,000	911 Fees		1,080,000
Highway User Tax		921,000	Licenses & Permits		1,033,800
Admission Tax		797,200	Indirect Cost Allocation		1,007,600
Heavy Equipment Tax		30,000	Remaining		2,864,100
OTHER FINANCING SOURCES	3.0%	\$10,881,600	ALL OTHER REVENUES	2.1%	\$7,624,800
Special Revenue: Cable Fund		1,400,000	Fines & Forfeitures		3,466,000
Capital Lease Agreement		6,979,100	Rent		1,276,800
CIP Fund (DRRA)		2,502,500	State Grants		1,540,300
FUND BALANCE APPROPRIATION	1.1%	\$4,016,000	Other Intergovernmental		503,500
Bond Premium		3,476,400	Interest		225,000
CIP Appropriation		270,000	Sale of Fixed Assets		250,500
Other Post Employment Benefits		200,000	Miscellaneous		362,700
Housing Authority Board		69,600			

GENERAL FUND-Revenue Descriptions

The Charles County Department of Fiscal and Administrative Services is responsible for researching, collecting, and providing revenue estimates for all funds. Information regarding the various sources of revenue is obtained from County departments and agencies, and is combined with other databases and references to formulate the estimates. Recent actual revenue performance is applied to existing or known situations depending on the source. Revenues will vary significantly depending on the source and each must be considered carefully when formulating a budget recommendation. Once established, the revenue estimates are then subject to change based upon policy decisions by the Board of County Commissions regarding tax rate levels, service fee rates, and funding needs.

Fund balance appropriations are usually for non-recurring type of expenditures. The County has a policy of maintaining a fund balance that shall not be less than 8% and not more than 15% of the total budgeted operating revenues. The ratio of Fund Balance to Operating Revenues is currently within this range.

The FY2016 Budget was adopted at \$365.7 million compared to the FY2015 Budget of \$354.5 million. The overall budget increase of \$11.2 million is primarily due to an increase of \$2,613,100 in real and business personal property tax receipts and by establishing a 0.5% real property transfer tax for FY2016. The new real property transfer tax is estimated to generate \$4,683,200 in tax revenue for FY 2016. Use of surplus reserves from the capital project fund increased by \$2,302,500 and the use of Fund Balance increased by \$821,500 to assist with one-time costs. The amount of the Capital Lease proceeds increased by \$839,600 which includes the replacement of antiquated radios to enhance communication between first responders. Revenue variances to fiscal year 2015 for all other sources, other than the ones previously mentioned, net to a total decrease of \$92,300.



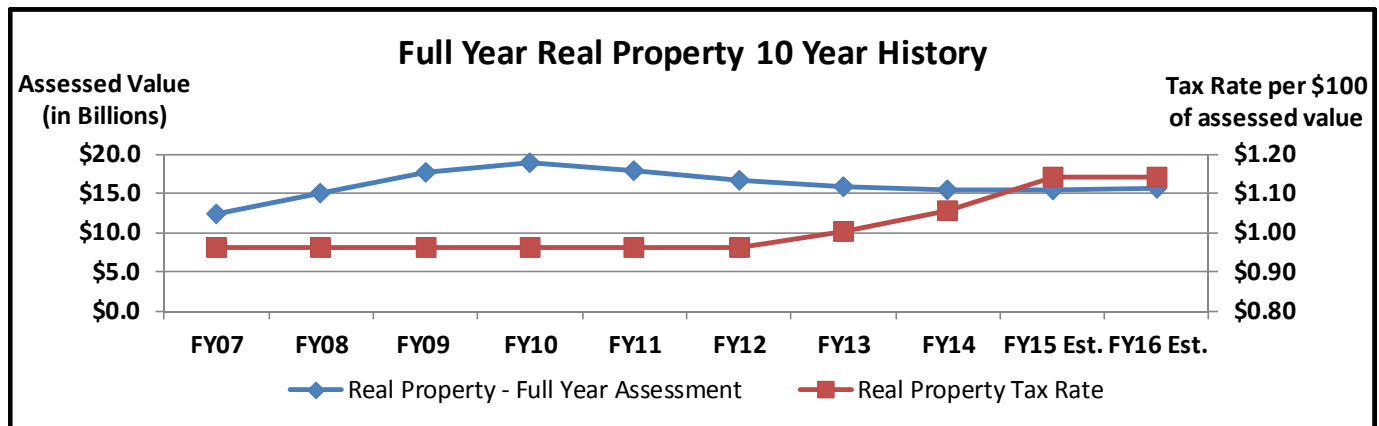
NOTE: Percentages (%) noted in graph represent the percent of Total Operating Revenues and Financing Uses. Fund Balance was 1% for the Adopted Budget in FY2015 and 1% for the FY2016 Adopted Budget.

GENERAL FUND-Revenue Descriptions

PROPERTY TAXES

FULL YEAR PROPERTY TAXES

Full year property taxes represent the annual July 1 tax billings for all real property and improvements of County taxable property. Real property consists of land and buildings. Tax revenues are derived from multiplying the County tax rate per \$100 of the property values assessed by the Maryland Department of Assessment & Taxation. Property tax revenue represents our largest revenue source and is estimated to generate approximately \$178 million in FY2016.



The FY2016 estimated revenue originates from property assessment information furnished by the Maryland Department of Assessment & Taxation. Additional estimates are done by the Charles County Department of Fiscal and Administrative Services for new property additions that will occur between April and June. Tax revenue for FY2016 is estimated to increase by 2% in comparison to FY2015. **The tax rate remains constant at \$1.141 per \$100 of assessed value.**

QUARTER, HALF, AND THREE-QUARTER YEAR PROPERTY TAXES

The County intermittently receives tax revenue generated from new property additions assessed between July 1 and March 31 of each fiscal year. Tax billings are calculated at one-fourth, one-half, and three-quarters of the normal full year tax rate, depending upon which quarter the property is added.

The FY2016 revenue budget estimates the new property addition added between July and March based on historical and economic conditions as estimated by the Charles County Department of Fiscal and Administrative Services. Over the past five years the assessed value of the new construction that is added each quarter has ranged from \$25 million to \$78 million. **The estimated quarterly additions for Fiscal Year 2016 are \$53.0 million per quarter.**

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Estimate	FY2016 Estimate
3/4 Year	\$34.7	\$46.1	\$46.2	\$51.8	\$67.8	\$53.0
1/2 Year	\$39.7	\$43.5	\$52.9	\$45.3	\$78.1	\$53.0
1/4 Year	\$25.6	\$49.1	\$33.1	\$34.8	\$57.0	\$53.0

GENERAL FUND-Revenue Descriptions

RAILROADS & PUBLIC UTILITIES

An assessed value is placed on an operating asset other than land and buildings that are owned and operated by railroads and publicly owned utilities. Revenues from this source are based upon assessed values of equipment net of accumulated depreciation.

FY2016 revenues are estimated by the Charles County Department of Fiscal and Administrative Services using historical trends. Southern Maryland Electric Company has recently completed construction of a solar farm which has increased assessment. **The tax rate remains constant at \$2.8525 per \$100 of assessed value.**

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2016 Budget
Assessment	\$262,616,650	\$255,917,670	\$265,948,050	\$284,177,720	\$280,596,000	\$290,885,660

BUSINESS PERSONAL PROPERTY

This revenue source reports the value of unincorporated business assets as certified by the Maryland Department of Assessments and Taxation.

FY2016 revenues are estimated by the Charles County Department of Fiscal and Administrative Services and are based on FY2015 assessments. **The tax rate remains constant at \$2.8525 per \$100 of assessed value.**

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2016 Budget
Assessment	\$7,900,630	\$8,284,230	\$8,190,160	\$7,712,830	\$7,908,000	\$7,713,000

ORDINARY BUSINESS CORPORATION

This revenue source represents the value of incorporated business assets as certified by the State Department of Assessments and Taxation. Property assessments are directly related to the inventory value and number of businesses operating within the County.

FY2016 revenues are estimated by the Charles County Department of Fiscal and Administrative Services using historical trends and certain assumptions. The County's largest taxpayer, NRG Energy Inc., represents 70% of the total ordinary business tax assessable base and is estimated to remain at the same amount as the most recent assessment. The remaining 30% tax base is estimated to remain flat. **The tax rate remains constant at \$2.8525 per \$100 of assessed value.**

	FY2011 Actual	FY2012 Actual	FY2013 Actual	FY2014 Actual	FY2015 Budget	FY2016 Budget
Assessment	\$785,847,980	\$693,247,980	\$681,889,120	\$631,661,420	\$636,248,000	\$613,022,000

PROPERTY TAX CREDITS

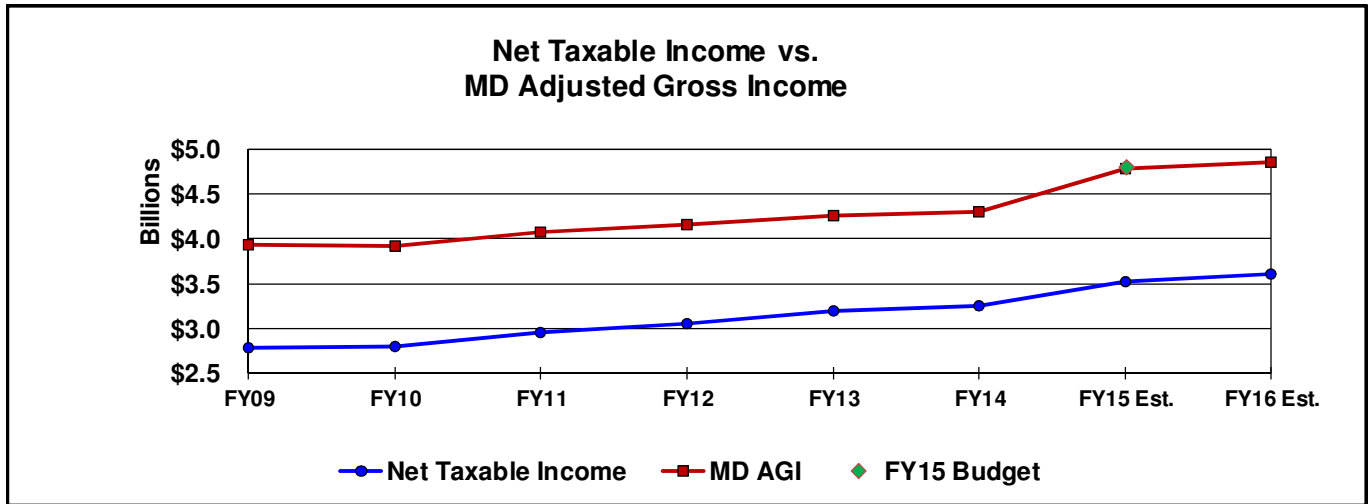
Tax credits are provided to taxpayers based on certain criteria. The largest tax credit relates to a tax differential paid to the Town of La Plata and the Town of Indian Head. This tax credit is a form of compensation for government services that are provided by the municipal government and totals over \$1.5 million for FY2016.

The County also provides additional tax relief for low-income households by supplementing a State subsidized program. Homeowners qualify for this program based on their income and home value, with a sliding scale providing various levels of tax credit. A similar tax credit began in FY2012 for a Senior Tax Credit program.

GENERAL FUND-Revenue Descriptions

INCOME TAX

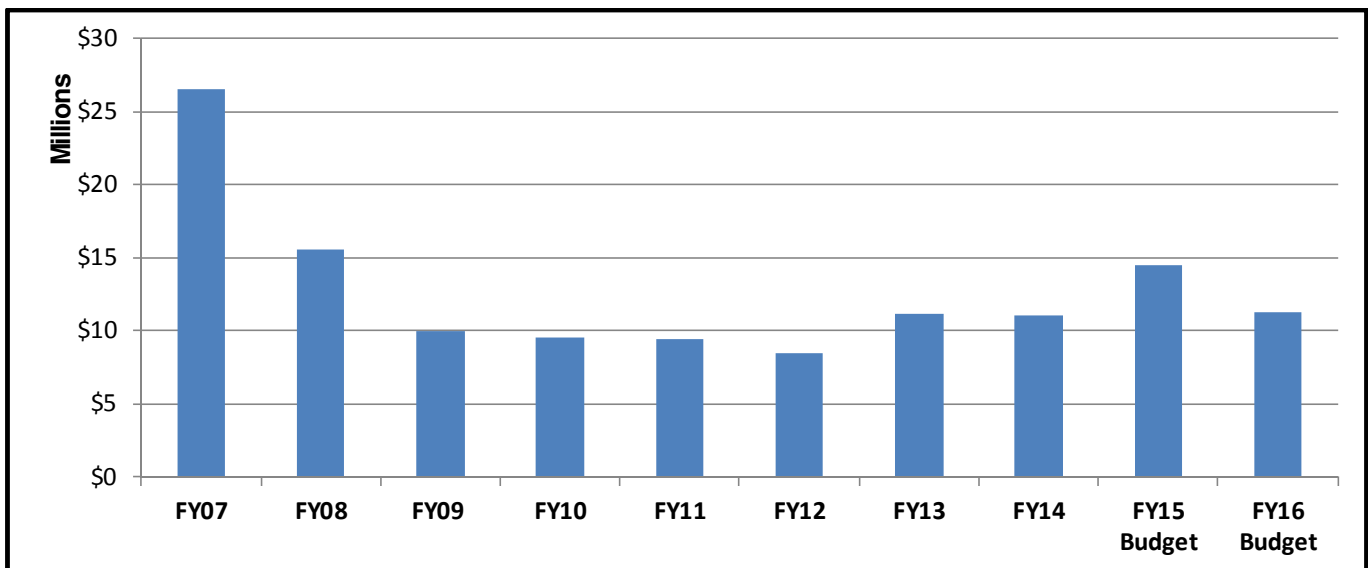
Income tax revenue is generated from the local tax liability of residential income tax returns. The local rate of 3.03% of an individual's Maryland taxable income is established by the Board of County Commissioners and is legally limited to 3.20% of the state tax liability. Income tax revenue is the second largest revenue generator, representing 31% of the General Fund revenues.



OTHER TAXES

RECORDATION TAX

Recordation tax is established by the local governing body with prior approval from the state legislature. Tax revenue is generated when a property is sold and title recorded. **A rate of \$5.00 per \$500 value remains the same for FY2016.** The estimate involves various economic factors, such as housing starts, mortgage interest rates, real estate supply & demand, population growth, and speculation related to the housing market. FY2013 was the first year that the recordation tax was applied to an indemnity mortgage in the same manner as if the guarantor were primarily liable for the guaranteed loan. Recordation tax revenue is estimated to decrease by \$3,200,000 primarily to the one-time recordation tax received in FY2015 from the Competitive Power Ventures property transfer transaction.



GENERAL FUND-Revenue Descriptions

REAL PROPERTY TRANSFER TAX

Real Property Transfer Tax, new for FY2016, was established by the local governing body with prior approval from the state legislature. Tax revenue is recorded when an instrument of writing is recorded with the Clerk of the Circuit Court for Charles County or filed with the State Department of Assessments and Taxation. **A rate of 0.5% was approved for FY2016.** Real Property Transfer tax revenue is estimated to generate \$4,683,200 in FY2016. The estimate involves various economic factors, such as housing starts, mortgage interest rates, real estate supply & demand, population growth, and speculation related to the housing market.

HIGHWAY USER TAX

Highway User Tax is a State-shared tax from the sale of gasoline and other fuel types within Maryland state boundaries. Vendors remit sales taxes to the State of Maryland on a monthly basis. The State distributes the tax revenue to the County based on a multifaceted formula developed by the State and adopted by the State legislature. In past years, this revenue source had generated over \$9 million in revenues. However, the State enacted funding reductions in 2009 which significantly cut the funding distribution to all local governments. Based on the most recent allocation method, Charles County is expected to receive \$921,000 in FY2016. The major factor affecting this revenue source at this time is the State budget process decision on the amount to share with local governments. Other factors include gas pump prices, the economy, and the amount of consumption.

ADMISSIONS & AMUSEMENTS TAX

Admissions & Amusement tax is assessed on sales from the entertainment businesses and activities located within the County such as movies, video arcades, golf fees, etc. The tax rate is locally controlled by the Board of County Commissioners and can range from 0% - 10%. **The local rate is 10% unless subject to a state sales tax.** Revenues are estimated based on current trends and are adjusted for new operations. The budget for FY 2016 decreased by 5.3% compared to the FY2015 Adopted budget.

HOTEL/MOTEL TAX

The hotel/motel occupancy tax was enacted September 1, 1988, and is calculated at 5% of the room rate for occupants boarding less than 120 days. The budget for FY2016 is expected to remain relatively flat compared to the FY2015 budget.

INTERGOVERNMENTAL

STATE AID FOR POLICE PROTECTION

The State of Maryland allocates grant funds for use in providing police protection to the public. The State provides an annual estimated grant award in late February or early March calculated by a formula factoring expenditure level, staffing, population, vehicles, etc. The State enacted a funding reduction in FY2010 which continued through FY2013. The State restored funding to \$1.2 million in FY2014. Due to recent State budget cuts, FY2016 revenues are expected to be 4% less compared to the prior fiscal year.

SERVICE CHARGES

EMERGENCY MEDICAL SERVICES (EMS) BILLING

In July, 2001, the County hired Career Emergency Medical Services personnel to provide Advanced Life Support (ALS) and to augment the volunteer stations in providing Basic Life Support (BLS). The County has been charging for ALS services and began to charge for BLS services in Fiscal Year 2010. FY2016 revenues are expected to generate \$1.3 million, approximately 2% more FY2015. EMS billing is covered by Medicare, Medicaid, and commercial insurance policies. The major factor affecting this source is the number of calls responded.

GENERAL FUND-Revenue Descriptions

LOCAL 911 FEES

The County has the authority to establish and charge a fee for the specific purpose of funding 911 emergency telephone operations. State legislation allows for a maximum rate of 75 cents per phone line. Revenues are estimated based on historical growth patterns for the number of phone lines times the current rate of 75 cents. During the 2013 State Legislation, the State approved Senate Bill 745- Public Safety - 9-1-1 Emergency Telephone Systems - Prepaid Service - Collection of Surcharge, which applies a \$.60 fee per retail transaction on prepaid wireless services that provide access to 911. This action has provided additional 911 revenue to Charles County. The budget is estimated to be flat compared to FY2015.

INDIRECT COST ALLOCATION

Beginning in FY2001, the County assessed an indirect cost to other funds for support services provided by the General Fund. In some cases, grant funds are eligible to pay for this charge. Revenues are estimated by the eligible amount allowed by grants and actual costs incurred for other funds. The FY2016 is estimated to increase by 2%.

FINES AND FORFEITURES

The County collects fines for the Red Light Camera, Speed Camera, and False Alarm programs. For Fiscal Year 2016, Fines & Forfeitures revenues was adjusted to recent trends and are expected to increase by 39.4%.

INTEREST INCOME

Interest income is based on the current financial market interest rates and available cash to invest. Interest income fluctuates from year to year due to factors such as the state of the economy and its impact on financial institutions interest rates, the County's cash flow situation, and the revenue base from which to invest. FY2016 is estimated to be \$225 thousand which is flat compared to the FY2015 budget.

MISCELLANEOUS

Miscellaneous revenues include income sources such as office space rent from County owned buildings, sale of surplus property and equipment, non-recurring sources, and workers' compensation reimbursements. Frequently, the County is the recipient of revenues from sources not anticipated within the normal budget process. Lawsuit settlements and insurance premium refunds are examples of unexpected miscellaneous revenues causing this source of revenue to fluctuate over the years.

FUND BALANCE

The use of \$4.0 million in Fund Balance is approved for FY2016. These funds were formally reserved for various purposes such as: \$270 thousand to fund projects in the FY2016 Capital Improvement Program, \$3.5 million from a bond premium received to retire existing debt, \$200 thousand to fund an OPEB contribution, and \$70 thousand generated from a past sale of surplus property for the Housing Authority.

GENERAL FUND OPERATING BUDGET

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	\$ Change from FY2015	% Chg.
REVENUES						
Operating Revenues						
Property Taxes	\$200,342,806	\$202,665,300	\$205,278,400	\$205,278,400	\$2,613,100	1.3%
Income Tax	99,513,353	110,215,000	111,384,000	111,931,000	1,716,000	1.6%
Recordation Tax	11,094,837	14,500,000	11,000,000	11,300,000	(3,200,000)	-22.1%
Transfer Tax	0	0	0	4,683,200	4,683,200	N/A
Other Taxes	2,578,173	2,772,700	2,697,200	2,697,200	(75,500)	-2.7%
Services Charges	5,870,397	5,955,800	6,236,800	6,236,800	281,000	4.7%
Intergovernmental	2,135,999	2,137,000	2,043,800	2,043,800	(93,200)	-4.4%
Licenses & Permits	1,019,415	957,000	1,033,800	1,033,800	76,800	8.0%
Fines & Forfeitures	2,658,724	2,485,900	3,466,000	3,466,000	980,100	39.4%
Other Income	2,456,811	2,292,500	2,115,000	2,115,000	(177,500)	-7.7%
Total Operating Revenues	\$327,670,516	\$343,981,200	\$345,255,000	\$350,785,200	\$6,804,000	2.0%
Other Financing Sources						
Transfer from CIP Fund	50,000	200,000	0	2,502,500	2,302,500	1151.3%
Transfer from Special Revenue Fund	1,000,000	1,000,000	1,000,000	1,400,000	400,000	40.0%
Capital Lease Agreement	2,540,100	6,139,500	6,979,100	6,979,100	839,600	13.7%
Reserved Fund Balance	0	3,194,500	4,016,000	4,016,000	821,500	25.7%
Total Other Financing Sources	\$3,590,100	\$10,534,000	\$11,995,100	\$14,897,600	\$4,363,600	41.4%
TOTAL REVENUES & OTHER FINANCING SOURCES	\$331,260,616	\$354,515,200	\$357,250,100	\$365,682,800	\$11,167,600	3.2%
EXPENDITURES						
Board of Education	\$156,862,000	\$161,921,600	\$182,565,300	\$166,121,100	\$4,199,500	2.6%
Sheriff's Office	74,542,247	78,455,600	88,006,800	79,926,900	1,471,300	1.9%
Debt Service	20,587,087	21,706,100	24,679,700	23,871,100	2,165,000	10.0%
County Administered						
Public Works - Facilities	19,463,695	17,976,800	19,349,500	19,081,400	1,104,600	6.1%
Emergency Services	12,803,580	13,838,500	16,703,700	13,931,700	93,200	0.7%
Community Services	6,217,419	6,976,000	7,503,300	7,410,500	434,500	6.2%
Fiscal & Administrative Services	5,648,856	5,881,600	6,547,100	5,985,000	103,400	1.8%
Planning & Growth Management	2,706,818	2,728,600	3,003,200	2,799,200	70,600	2.6%
Economic Development	906,248	1,210,500	1,320,800	1,219,300	8,800	0.7%
General Govt.	3,961,829	4,785,300	4,939,200	4,823,400	38,100	0.8%
Other Education	13,376,686	13,740,200	14,561,900	13,727,500	(12,700)	-0.1%
Other General Government	5,686,884	7,461,200	8,523,000	8,103,300	642,100	8.6%
State's Attorney	3,154,372	3,783,200	4,104,800	4,172,900	389,700	10.3%
Health Agencies	3,067,197	3,097,900	3,362,400	3,140,600	42,700	1.4%
Social Service Agencies	967,719	1,016,000	1,523,700	970,600	(45,400)	-4.5%
Conservation of Natural Resources	629,895	646,800	669,700	655,800	9,000	1.4%
Economic Development Agencies	683,506	444,300	487,400	452,800	8,500	1.9%
Volunteer Fire Protection & Emergency Medical Services	9,692	9,000	13,700	13,700	4,700	52.2%
Contingency	0	1,149,000	1,149,000	100,000	(1,049,000)	-91.3%
Total Expenditures	\$331,275,730	\$346,828,200	\$389,014,200	\$356,506,800	\$9,678,600	2.8%
Other Financing Uses						
Capital Project Transfer	1,267,391	896,000	1,646,900	1,646,900	750,900	83.8%
Excise Tax Debt Service Subsidy	0	651,500	0	0	(651,500)	-100.0%
Watershed Fund Subsidy	0	0	0	550,000	550,000	N/A
Capital Lease Agreement	2,897,102	6,139,500	6,979,100	6,979,100	839,600	13.7%
Total Other Financing Uses	\$4,164,492	\$7,687,000	\$8,626,000	\$9,176,000	\$1,489,000	19.4%
TOTAL EXPENDITURES & OTHER FINANCING USES:	\$335,440,222	\$354,515,200	\$397,640,200	\$365,682,800	\$11,167,600	3.2%
SURPLUS/(DEFICIT)	(\$4,179,607)	\$0	(\$40,390,100)	\$0	\$0	

GENERAL FUND OPERATING BUDGET

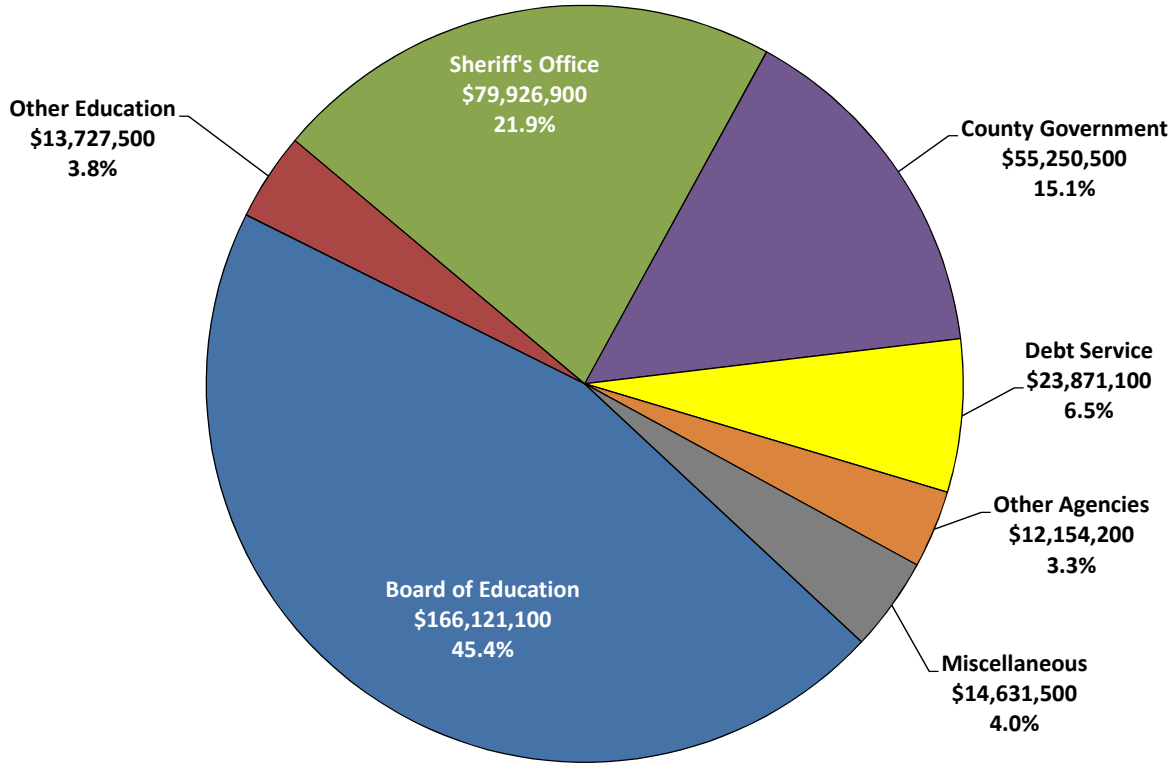
	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	\$ Change from FY2015	% Chg.
REVENUE DETAIL BY ACCOUNT CLASSIFICATION						
<u>PROPERTY TAXES:</u>						
Real Property - Full Year	\$175,061,743	\$174,856,000	\$178,413,000	\$178,413,000	\$3,557,000	2.0%
Real Property - Half Year	253,981	293,800	302,600	302,600	8,800	3.0%
Real Property-Quarter Year	106,063	146,900	151,300	151,300	4,400	3.0%
Real Property-Three-Quarter Year	435,429	457,000	454,000	454,000	(3,000)	-0.7%
Bus. Personal Property	215,602	227,600	220,000	220,000	(7,600)	-3.3%
Railroads & Public Utilities	8,114,992	8,004,000	8,298,000	8,298,000	294,000	3.7%
Ordinary Business Corp.	17,856,928	18,149,000	17,486,500	17,486,500	(662,500)	-3.7%
Payment in Lieu of Tax	0	2,000,000	2,000,000	2,000,000	0	0.0%
Penalties & Interest	560,554	600,000	600,000	600,000	0	0.0%
Half Year Tax Billing	15,575	36,800	17,000	17,000	(19,800)	-53.8%
Subtotal	\$202,620,866	\$204,771,100	\$207,942,400	\$207,942,400	\$3,171,300	1.5%
Homestead Tax Credit	(257,415)	(113,800)	(63,000)	(63,000)	50,800	-44.6%
Low Income Tax Credit	(533,478)	(514,300)	(600,000)	(600,000)	(85,700)	16.7%
Senior Tax Credit	(239,277)	(202,100)	(250,000)	(250,000)	(47,900)	23.7%
Ag. Preservation Tax Credit	(135,110)	(126,400)	(137,600)	(137,600)	(11,200)	8.9%
Tax Differ.- La Plata	(995,421)	(1,046,000)	(1,485,000)	(1,485,000)	(439,000)	42.0%
Tax Differ.- Indian Head	(106,345)	(96,000)	(122,100)	(122,100)	(26,100)	27.2%
Surviving Spouse Tax Credit	(6,002)	(7,000)	(6,100)	(6,100)	900	-12.9%
Habitat for Humanity Tax Credit	(4,794)	0	0	0	0	N/A
Conservation Easement Tax Credit	(220)	(200)	(200)	(200)	0	0.0%
Subtotal	(\$2,278,060)	(\$2,105,800)	(\$2,664,000)	(\$2,664,000)	(\$558,200)	26.5%
Total Property Taxes	\$200,342,806	\$202,665,300	\$205,278,400	\$205,278,400	\$2,613,100	1.3%
<u>INCOME TAX</u>	\$99,513,353	\$110,215,000	\$111,384,000	\$111,931,000	\$1,716,000	1.6%
<u>RECORDATION TAX</u>	\$11,094,837	\$14,500,000	\$11,000,000	\$11,300,000	(\$3,200,000)	-22.1%
<u>TRANSFER TAX</u>	\$0	\$0	\$0	\$4,683,200	\$4,683,200	N/A
<u>OTHER TAXES:</u>						
Hotel/Motel Room Tax	\$912,531	\$940,000	\$949,000	\$949,000	\$9,000	1.0%
Highway User Tax	881,979	913,000	921,000	921,000	8,000	0.9%
Admission and Amusement	757,375	842,200	797,200	797,200	(45,000)	-5.3%
Heavy Equipment Tax	26,288	77,500	30,000	30,000	(47,500)	-61.3%
Total Other Local Taxes	\$2,578,173	\$2,772,700	\$2,697,200	\$2,697,200	(\$75,500)	-2.7%
<u>LICENSES & PERMITS</u>						
Trader License	\$230,928	\$223,300	\$225,800	\$225,800	\$2,500	1.1%
Alcoholic License	164,860	177,800	177,800	177,800	0	0.0%
Park Permits	110,774	101,700	102,100	102,100	400	0.4%
Building Permits	139,659	115,000	133,000	133,000	18,000	15.7%
Electrical Exams	79,826	84,700	84,700	84,700	0	0.0%
Pumblng Permits	62,529	40,000	63,800	63,800	23,800	59.5%
Electrical Permits	52,712	45,300	53,800	53,800	8,500	18.8%
Trailer Permits	46,950	46,700	47,000	47,000	300	0.6%
Civil Marriage Licenses	43,260	32,600	44,100	44,100	11,500	35.3%
Other	87,917	89,900	101,700	101,700	11,800	13.1%
Total Licenses & Permits	\$1,019,415	\$957,000	\$1,033,800	\$1,033,800	\$76,800	8.0%
<u>INTERGOVERNMENTAL:</u>						
Federal	\$31,432	\$0	\$0	\$0	\$0	N/A
State						
Aid for Police Protection	\$1,223,157	\$1,222,200	\$1,175,200	\$1,175,200	(\$47,000)	-3.8%
State Aid For Inmate Operating	277,425	245,000	177,000	177,000	(68,000)	-27.8%
Jury Fee Reimbursement	72,990	82,000	82,000	82,000	0	0.0%
Other	111,740	79,500	106,100	106,100	26,600	33.5%
Subtotal	\$1,685,312	\$1,628,700	\$1,540,300	\$1,540,300	(\$88,400)	-5.4%
Local Governments						
Animal Shelter- St. Mary's	\$251,553	\$305,000	\$302,100	\$302,100	(\$2,900)	-1.0%
Animal Shelter- Calvert	167,702	203,300	201,400	201,400	(1,900)	-0.9%
Subtotal	\$419,255	\$508,300	\$503,500	\$503,500	(\$4,800)	-0.9%
Total Intergovernmental	\$2,135,999	\$2,137,000	\$2,043,800	\$2,043,800	(\$93,200)	-4.4%

GENERAL FUND OPERATING BUDGET

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	\$ Change from FY2015	% <u>Chg.</u>
REVENUE DETAIL BY ACCOUNT CLASSIFICATION						
<u>SERVICES CHARGES:</u>						
Em. Medical Svcs. Billing Fee	\$1,217,401	\$1,256,300	\$1,285,100	\$1,285,100	\$28,800	2.3%
Local 911 Aid	1,028,477	1,080,000	1,080,000	1,080,000	0	0.0%
Indirect Cost Allocation	906,019	991,000	1,007,600	1,007,600	16,600	1.7%
Park Fees	260,313	256,600	834,300	834,300	577,700	225.1%
Federal Aid For Inmate Operating	556,105	453,200	0	0	(453,200)	N/A
Custodial Fee	274,211	287,900	332,600	332,600	44,700	15.5%
False Alarm Registrations	254,824	240,000	243,000	243,000	3,000	1.3%
Sheriff Fees	339,889	287,900	355,800	355,800	67,900	23.6%
Sheriff Pay Phone Commissions	151,708	180,000	172,400	172,400	(7,600)	-4.2%
Room & Board Detention Center	121,559	150,000	142,000	142,000	(8,000)	-5.3%
Other	759,890	772,900	784,000	784,000	11,100	1.4%
Total Service Charges	\$5,870,397	\$5,955,800	\$6,236,800	\$6,236,800	\$281,000	4.7%
<u>FINES & FORFEITURES</u>						
Red Light Camera Fines	\$1,544,140	\$994,600	\$1,734,300	\$1,734,300	\$739,700	74.4%
Speed Camera Fines	782,647	1,128,900	1,400,000	1,400,000	271,100	24.0%
False Alarm Fines	263,578	258,500	258,500	258,500	0	0.0%
Other	68,360	103,900	73,200	73,200	(30,700)	-29.5%
Total Fines & Forfeitures	\$2,658,724	\$2,485,900	\$3,466,000	\$3,466,000	\$980,100	39.4%
<u>OTHER INCOME</u>						
Rent	\$1,382,691	\$1,282,500	\$1,276,800	\$1,276,800	(\$5,700)	-0.4%
Interest	171,306	225,000	225,000	225,000	0	0.0%
Sale of Fixed Assets	210,591	250,000	250,500	250,500	500	0.2%
Stadium	181,989	171,000	0	0	(171,000)	N/A
Miscellaneous	510,234	364,000	362,700	362,700	(1,300)	-0.4%
Total Miscellaneous	\$2,456,811	\$2,292,500	\$2,115,000	\$2,115,000	(\$177,500)	-7.7%
TOTAL OPERATING REVENUES	\$327,670,516	\$343,981,200	\$345,255,000	\$350,785,200	\$6,804,000	2.0%
<u>Financing Sources</u>						
Transfer from CIP Fund	\$50,000	\$200,000	\$0	\$2,502,500	\$2,302,500	1151.3%
Transfer from Special Revenue Fund	1,000,000	1,000,000	1,000,000	1,400,000	400,000	40.0%
Capital Lease Agreement	2,540,100	6,139,500	6,979,100	6,979,100	839,600	13.7%
Subtotal: Other Financing Uses	\$3,590,100	\$7,339,500	\$7,979,100	\$10,881,600	\$3,542,100	48.3%
<u>Reserved Fund Balance</u>						
Housing Authority	\$0	\$82,300	\$69,600	\$69,600	(\$12,700)	-15.4%
OPEB	0	250,000	200,000	200,000	(50,000)	-20.0%
CIP Appropriation	0	331,000	270,000	270,000	(61,000)	-18.4%
Capital Lease Surplus	0	123,600	0	0	(123,600)	N/A
Bond Premium	0	2,407,600	3,476,400	3,476,400	1,068,800	44.4%
Subtotal: Fund Balance	\$0	\$3,194,500	\$4,016,000	\$4,016,000	\$821,500	25.7%
TOTAL FINANCING SOURCES	\$3,590,100	\$10,534,000	\$11,995,100	\$14,897,600	\$4,363,600	41.4%
TOTAL REVENUES & OTHER FINANCING SOURCES	\$331,260,616	\$354,515,200	\$357,250,100	\$365,682,800	\$11,167,600	3.2%

GENERAL FUND

FY16 General Fund Appropriations TOTAL APPROVED = \$365,682,800



EXPENDITURE BREAKDOWN

EDUCATION	49.3%	\$179,848,600	SHERIFF'S OFFICE	21.9%	\$79,926,900
Board of Education	\$166,121,100				
College of Southern Maryland	9,710,300		DEBT SERVICE	6.5%	\$23,871,100
Library	3,983,600				
Other Education	33,600		OTHER AGENCIES	3.3%	\$12,154,200
			Health Department	2,352,500	
COUNTY GOVERNMENT	15.1%	\$55,250,500	State's Attorney	4,172,900	
Public Works - Facilities	\$19,081,400		Circuit Court	1,238,500	
Emergency Services	13,931,700		Election Board	1,214,200	
Community Services	7,410,500		Other Health Agencies	788,100	
Fiscal & Administrative Services	5,985,000		Other Social Service Agencies	659,600	
Planning & Growth Management	2,799,200		Conservation of Natural Resources	655,800	
Administrative Services	2,543,100		Economic Development	452,800	
Economic Development Dept.	1,219,300		Department of Social Services	311,000	
County Attorney	966,400		Liquor Board	241,700	
Human Resources	806,300		Orphan's Court	53,400	
County Commissioners	507,600		Volunteer Fire Protection & Emergency Medical Services	13,700	
MISCELLANEOUS	4.0%	\$14,631,500			
Capital Lease Agreement	6,979,100				
Retiree Fringe/OPEB Contribution	3,271,400				
Central Services	2,084,100				
Capital Project Transfer	1,646,900				
Watershed Fund Subsidy	550,000				
Contingency	100,000				

GENERAL FUND OPERATING BUDGET

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	\$ Change from FY2015	% Chg.
EXPENDITURES BY DIVISION						
<u>EDUCATION</u>						
Board of Education	\$156,862,000	\$161,921,600	\$182,565,300	\$166,121,100	\$4,199,500	2.6%
College of Southern Maryland	9,370,200	9,710,300	9,830,300	9,710,300	0	0.0%
Library	3,967,486	3,984,300	4,686,000	3,983,600	(700)	0.0%
Other	39,000	45,600	45,600	33,600	(12,000)	-26.3%
Total Education	\$170,238,686	\$175,661,800	\$197,127,200	\$179,848,600	\$4,186,800	2.4%
<u>PUBLIC SAFETY</u>						
Sheriff	\$56,044,563	\$58,263,200	\$65,439,100	\$59,327,300	\$1,064,100	1.8%
Corrections	16,821,874	18,009,400	20,369,700	18,415,300	405,900	2.3%
Automated Enforcement Unit (AEU)	1,556,515	2,066,100	2,037,700	2,022,300	(43,800)	-2.1%
Fingerprinting Service	119,295	116,900	160,300	162,000	45,100	38.6%
Sheriff's Office	\$74,542,247	\$78,455,600	\$88,006,800	\$79,926,900	\$1,471,300	1.9%
Emergency Services Administration	309,262	313,100	475,200	316,800	3,700	1.2%
False Alarm Reduction Unit	171,236	176,400	175,300	178,800	2,400	1.4%
Animal Control	655,948	676,700	679,300	689,500	12,800	1.9%
Animal Shelter	698,355	809,000	956,900	818,300	9,300	1.1%
Fire/EMS Communications	3,059,819	3,708,900	3,554,400	3,574,800	(134,100)	-3.6%
Career Emergency Medical Services	7,599,815	7,867,600	9,691,300	8,063,600	196,000	2.5%
Tactical Response Team	184,527	172,400	1,048,200	171,500	(900)	-0.5%
Emergency Management	124,618	114,400	123,100	118,400	4,000	3.5%
Subtotal: Emergency Services	\$12,803,580	\$13,838,500	\$16,703,700	\$13,931,700	\$93,200	0.7%
Volunteer Fire Protection & Emergency Medical Svcs - Water & Sewer Bills	9,692	9,000	13,700	13,700	4,700	52.2%
Total Public Safety	\$87,355,519	\$92,303,100	\$104,724,200	\$93,872,300	\$1,569,200	1.7%
<u>DEBT SERVICE</u>						
Principal	\$13,255,162	\$14,394,800	\$16,877,900	\$16,288,300	\$1,893,500	13.2%
Interest	6,882,364	6,653,800	7,112,600	6,897,000	243,200	3.7%
Refunding	0	0	0	0	0	N/A
Miscellaneous	449,562	657,500	689,200	685,800	28,300	4.3%
Total Debt Service	\$20,587,087	\$21,706,100	\$24,679,700	\$23,871,100	\$2,165,000	10.0%
<u>GENERAL GOVERNMENT</u>						
Central Services	\$863,966	\$2,123,600	\$2,084,100	\$2,084,100	(\$39,500)	-1.9%
OPEB Contribution	750,000	750,000	1,000,000	1,000,000	250,000	33.3%
Election Board	820,332	918,000	1,214,200	1,214,200	296,200	32.3%
Liquor Board	236,773	235,300	237,200	241,700	6,400	2.7%
Orphan's Court	46,592	46,800	53,400	53,400	6,600	14.1%
Circuit Court	1,132,943	1,278,700	1,662,700	1,238,500	(40,200)	-3.1%
State's Attorney	3,154,372	3,783,200	4,104,800	4,172,900	389,700	10.3%
Other Benefits	1,836,278	2,108,800	2,271,400	2,271,400	162,600	7.7%
Subtotal: Other General Govt.	\$8,841,256	\$11,244,400	\$12,627,800	\$12,276,200	\$1,031,800	9.2%
County Commissioners	\$496,782	\$523,800	\$507,600	\$507,600	(\$16,200)	-3.1%
Administrative Services	1,681,710	2,490,300	2,585,100	2,543,100	52,800	2.1%
County Attorney	991,003	954,400	983,900	966,400	12,000	1.3%
Human Resources	792,335	816,800	862,600	806,300	(10,500)	-1.3%
Subtotal: County Administered General Government	\$3,961,829	\$4,785,300	\$4,939,200	\$4,823,400	\$38,100	0.8%
Total General Government	\$12,803,085	\$16,029,700	\$17,567,000	\$17,099,600	\$1,069,900	6.7%

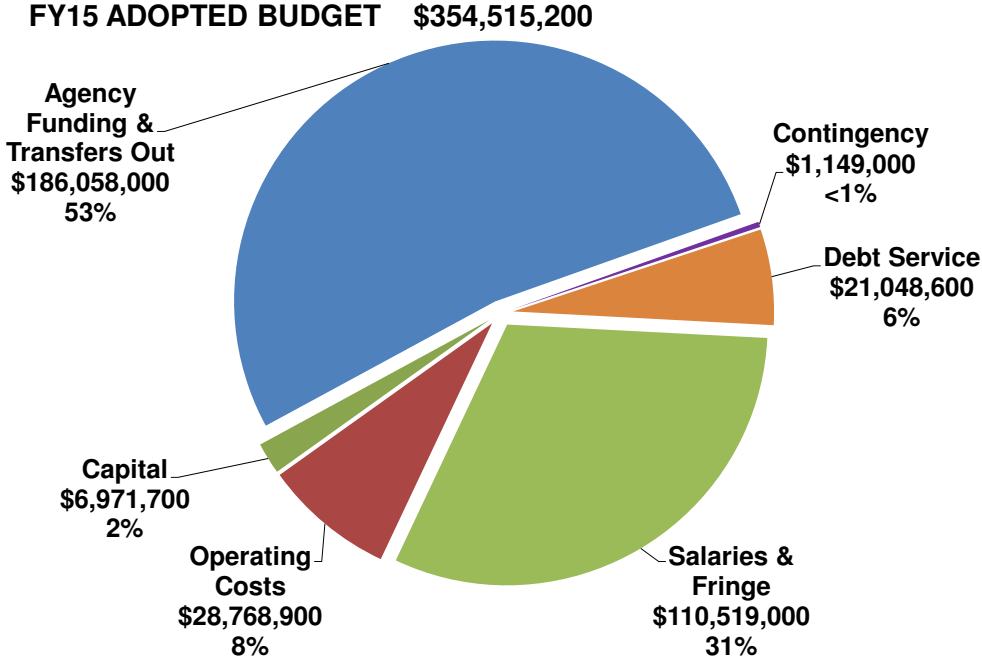
GENERAL FUND OPERATING BUDGET

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	\$ Change from FY2015	% Chg.
EXPENDITURES BY DIVISION						
<u>FISCAL & ADMINISTRATIVE SERVICES</u>						
Administration	\$254,538	\$259,900	\$260,100	\$263,400	\$3,500	1.3%
Budget	361,036	424,600	415,600	423,700	(900)	-0.2%
Information Technology	2,483,119	2,535,200	2,682,400	2,621,100	85,900	3.4%
Purchasing	422,826	432,800	937,100	448,500	15,700	3.6%
Treasury	1,088,874	1,145,700	1,094,700	1,117,400	(28,300)	-2.5%
Accounting	1,038,465	1,083,400	1,157,200	1,110,900	27,500	2.5%
Total Fiscal & Admin. Services	\$5,648,856	\$5,881,600	\$6,547,100	\$5,985,000	\$103,400	1.8%
<u>PUBLIC WORKS - FACILITIES</u>						
Administration	\$741,254	\$784,300	\$746,800	\$760,400	(\$23,900)	-3.0%
Building & Trades	7,024,087	7,312,900	7,567,200	7,483,100	170,200	2.3%
Parks & Grounds	3,817,106	3,905,000	4,752,000	4,733,300	828,300	21.2%
Vehicle Maintenance	831,482	938,000	979,700	993,100	55,100	5.9%
Roads	7,049,766	5,036,600	5,303,800	5,111,500	74,900	1.5%
Total Public Works	\$19,463,695	\$17,976,800	\$19,349,500	\$19,081,400	\$1,104,600	6.1%
<u>COMMUNITY SERVICES</u>						
Administration	\$428,448	\$503,700	\$501,000	\$509,300	\$5,600	1.1%
Transportation & Comm. Programs	2,458,594	2,677,400	3,043,400	3,014,800	337,400	12.6%
Aging & Senior Programs	1,421,726	1,473,500	1,620,800	1,574,200	100,700	6.8%
Recreation	1,458,064	1,568,600	1,640,400	1,593,300	24,700	1.6%
Housing Authority	450,587	752,800	697,700	718,900	(33,900)	-4.5%
Total Community Services	\$6,217,419	\$6,976,000	\$7,503,300	\$7,410,500	\$434,500	6.2%
<u>PLANNING & GROWTH MANAGEMENT</u>						
Administration	\$245,817	\$253,000	\$252,700	\$256,300	\$3,300	1.3%
Planning	1,483,516	1,472,500	1,679,200	1,521,500	49,000	3.3%
Inspections & Enforcement	336,749	341,200	401,500	347,400	6,200	1.8%
Codes & Permits	410,558	425,900	425,300	433,600	7,700	1.8%
Resource & Infrastructure Mgmt.	230,177	236,000	244,500	240,400	4,400	1.9%
Total Planning & Growth Mgmt.	\$2,706,818	\$2,728,600	\$3,003,200	\$2,799,200	\$70,600	2.6%
<u>HEALTH SERVICES</u>						
Health Department	\$2,263,942	\$2,352,500	\$2,614,200	\$2,352,500	\$0	0.0%
Other Health Services	519,800	440,700	443,500	483,400	42,700	9.7%
Water & Sewer Services	181,950	189,700	189,700	189,700	0	0.0%
Mosquito Control	101,505	115,000	115,000	115,000	0	0.0%
Total Health	\$3,067,197	\$3,097,900	\$3,362,400	\$3,140,600	\$42,700	1.4%
<u>SOCIAL SERVICES</u>						
Department of Social Services	\$306,800	\$311,000	\$311,000	\$311,000	\$0	0.0%
Other Social Services	660,919	705,000	1,212,700	659,600	(45,400)	-6.4%
Total Social Services	\$967,719	\$1,016,000	\$1,523,700	\$970,600	(\$45,400)	-4.5%
<u>ECONOMIC DEVELOPMENT</u>						
Economic Development Department	\$906,248	\$1,210,500	\$1,320,800	\$1,219,300	\$8,800	0.7%
Other Economic Development Svcs	683,506	444,300	487,400	452,800	8,500	1.9%
Total Economic Development	\$1,589,754	\$1,654,800	\$1,808,200	\$1,672,100	\$17,300	1.0%

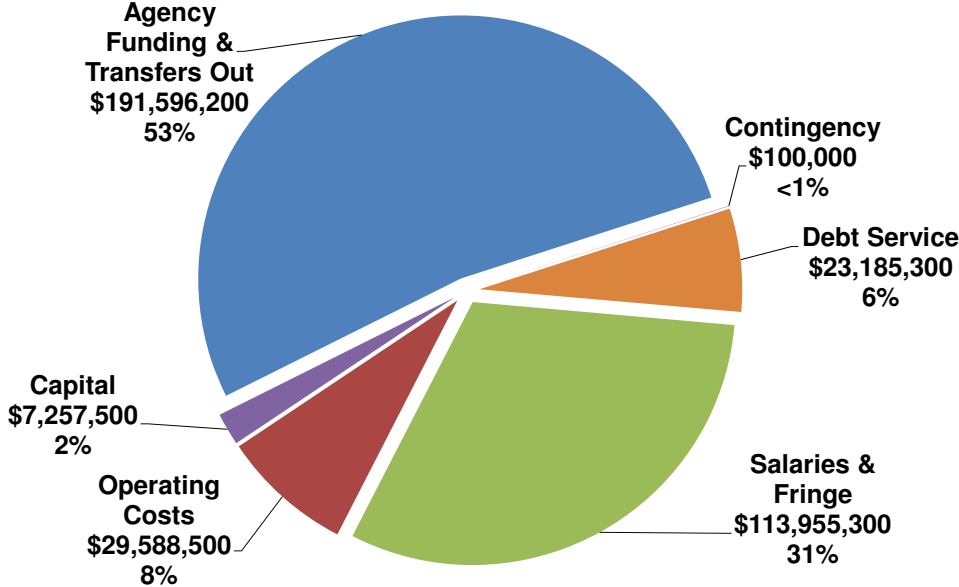
GENERAL FUND OPERATING BUDGET

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	\$ Change from FY2015	% <u>Chg.</u>
EXPENDITURES BY DIVISION						
<u>CONSERVATION OF NATURAL RESOURCES</u>						
University of MD Extension	\$237,667	\$241,400	\$250,200	\$241,900	\$500	0.2%
Soil Conservation	366,853	372,200	382,300	380,400	8,200	2.2%
Weed Control	14,324	15,200	15,300	15,300	100	0.7%
So. MD Resource Conservation	8,800	9,000	12,900	9,200	200	2.2%
Gypsy Moth	2,250	9,000	9,000	9,000	0	0.0%
Total Conservation of Nat. Resource	\$629,895	\$646,800	\$669,700	\$655,800	\$9,000	1.4%
CONTINGENCY	\$0	\$1,149,000	\$1,149,000	\$100,000	(\$1,049,000)	-91.3%
TOTAL EXPENDITURES	\$331,275,730	\$346,828,200	\$389,014,200	\$356,506,800	\$9,678,600	2.8%
<u>FINANCING USES:</u>						
Transfer to Capital Project Fund	\$1,267,391	\$896,000	\$1,646,900	\$1,646,900	\$750,900	83.8%
Excise Tax Debt Service Subsidy	0	651,500	0	0	(651,500)	-100.0%
Watershed Fund Subsidy				550,000	550,000	N/A
Capital Lease Agreement	2,897,102	6,139,500	6,979,100	6,979,100	839,600	13.7%
TOTAL FINANCING USES	\$4,164,492	\$7,687,000	\$8,626,000	\$9,176,000	\$1,489,000	19.4%
TOTAL EXPENDITURES & OTHER FINANCING USES:	\$335,440,222	\$354,515,200	\$397,640,200	\$365,682,800	\$11,167,600	3.2%
SURPLUS/(DEFICIT)	(\$4,179,607)	\$0	(\$40,390,100)	\$0	\$0	

GENERAL FUND OPERATING BUDGET



FY16 ADOPTED BUDGET \$365,682,800

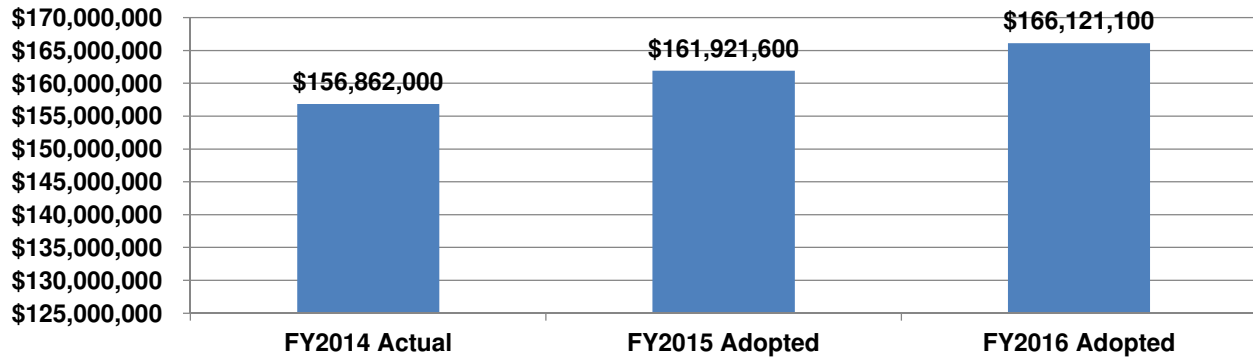


- Agency Funding & Transfers Out represents the County's direct payment to agencies (for example the Board of Education, College of Southern Maryland, Library Board), support to the Enterprise funds, local matches for grants, transfers for Other Post Employment Benefits (OPEB), and transfers to the Capital Project fund.
- Capital includes capital outlay purchases, the assets value of the capital lease, and capital maintenance projects.

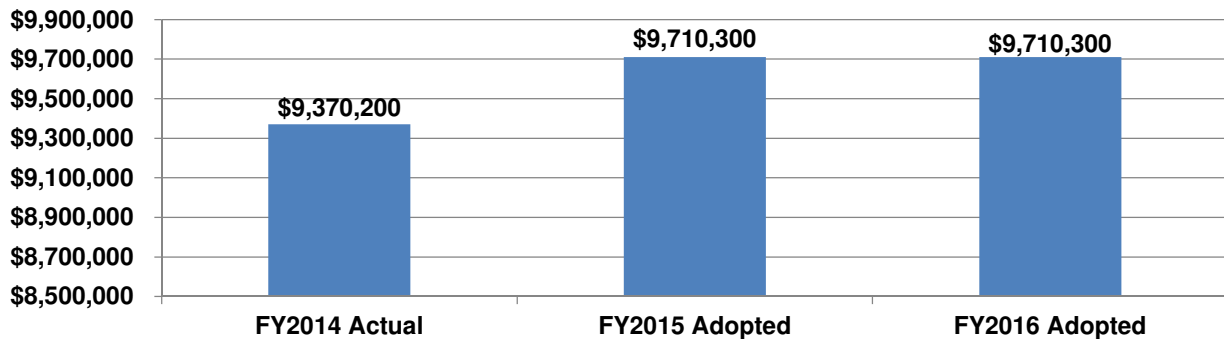
Education Summary

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Fringe Benefits	\$217,252	\$230,300	\$246,800	\$246,800	\$16,500	7.2%
Operating Costs	202,233	255,800	238,600	238,600	(17,200)	-6.7%
Agency Funding	169,819,200	175,175,700	196,641,800	179,363,200	4,187,500	2.4%
Total Expenditures	\$170,238,686	\$175,661,800	\$197,127,200	\$179,848,600	\$4,186,800	2.4%
Total Expenditures as % of Budget:	50.8%	49.5%	49.6%	49.2%		

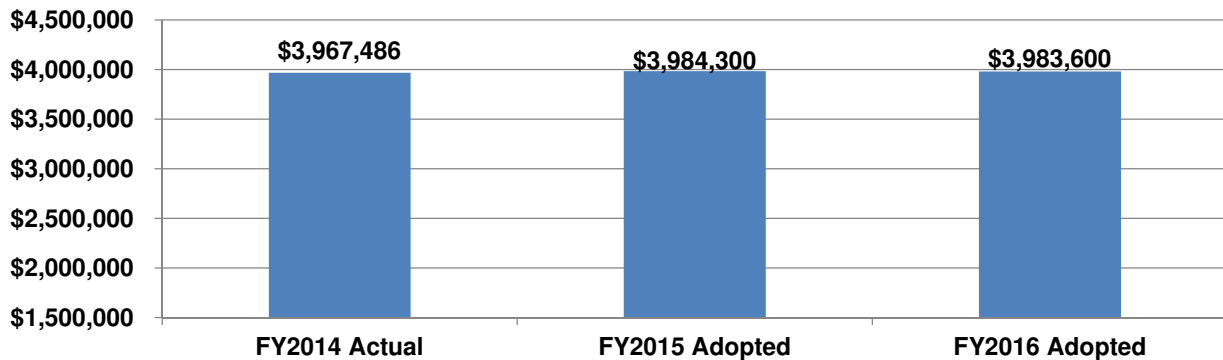
Board of Education



College of Southern Maryland



Library



Education

Department: Education 01.34
Division\Program: Board of Education (BOE) Fund: General
Program Administrator: Board of Education

Dr. Kimberly Hill, Superintendent of Schools 301-932-6610 301-870-3814
 Mailing Address: Charles County Public Schools
 P.O. Box 2770 La Plata, Maryland 20646
 Physical Address: Jesse L. Starkey Administration Building
 5980 Radio Station Road, La Plata, MD 20646
www.ccboe.com

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Agency Funding Operating	\$151,872,400	\$156,279,300	\$175,974,600	\$159,530,400	\$3,251,100	2.1%
Agency Funding Pension	4,989,600	5,642,300	6,590,700	6,590,700	948,400	16.8%
Total Expenditures	\$156,862,000	\$161,921,600	\$182,565,300	\$166,121,100	\$4,199,500	2.6%

Changes and Useful Information:

- Budget number reflects County funding only.
- The FY2016 Board of Education budget increase provided additional funding for St. Charles High School and an increase in teacher pension costs.
- BOE total FY2016 budget (including State, Federal, and Local revenues) equals \$364 million; a 2.3% increase over FY2015.

Description:

Charles County Public Schools is a metropolitan-area school system serving nearly 26,000 schools. The Board of Education of Charles County establishes educational and fiscal policy, provides overall direction and governs Charles County Public Schools. The public school system is involved in a large variety of activities including classroom instruction; enrollment and zoning; registration; transportation; school closings; food services and academic records.

The educational policies, procedures and programs of the public schools in the County are the responsibility of the Charles County Board of Education and the County Superintendent of Schools, who is appointed by the Board of Education. The Maryland Board of Education conducts state administration of certain aspects of the County program. Operation of the schools is the responsibility of the County Superintendent of Schools. The education program includes grades prekindergarten through 12. Additionally, a three-year-old program is offered at Title I elementary schools. School counseling, health services, pupil services, psychological services, adult education, career technology education (CTE) programs, special education, after-school and extracurricular programs supplement the regular instructional programs.

Objectives & Measurements:

MISSION- The mission of Charles County Public Schools is to provide an opportunity for all school-aged children to receive an academically challenging, quality education that builds character, equips for leadership, and prepares for life, in an environment that is safe and conducive to learning.

VISION- The vision of Charles County Public Schools is to create the best environment where all students experience academic success, develop personal responsibility and achieve career readiness for the 21st century.

Positions:*

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Administration	85.5	84.5	81.5	80.5	81.5
Mid-Level Administration	264.5	266.5	263.5	278.5	282.5
Instructional	1,990.2	1,965.2	1,958.1	1,938.9	1,941.9
Special education	457.4	461.6	452.0	486.1	499.1
Student Personnel Services	44.0	44.0	41.0	47.0	47.0
Student Transportation Services	9.5	8.0	10.0	18.0	18.0
Operation of Plant	234.8	229.8	221.8	249.3	251.3
Maintenance of Plant	54.0	55.0	56.0	58.0	59.0
Community Services	0.5	0.0	0.0	0.0	0.0
Capital Outlay	4.0	4.0	2.0	4.0	4.0
Total Full Time Equivalent	3,144.4	3,118.6	3,085.9	3,160.3	3,184.3

Note: Does not include Student Health Services; nurses are contracted with the Charles County Health Department.

* The positions listed are not County Government employees.

Education

Department: Education 01.34
Division\Program: College of Southern Maryland (CSM) Fund: General
Program Administrator: Dr. Bradley Gottfried, President

Charles County Campus Mailing Address: PO Box 910, La Plata, MD 20646 Physical Address: 8730 Mitchell Road, La Plata, MD 20646 www.csmd.edu	Operator: 301-934-2251 301-870-3008 Automated Attendant: 301-934-7790 301-870-2309
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Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Agency Funding	\$9,370,200	\$9,710,300	\$9,830,300	\$9,710,300	\$0	0.0%
Total Expenditures	\$9,370,200	\$9,710,300	\$9,830,300	\$9,710,300	\$0	0.0%

Changes and Useful Information:

- Budget number listed above reflects County funding only.
- CSM total budget including State and Tuition equals \$35.6 million for all Charles County Campuses.

Description:

CSM's Vision, "Transforming Lives Through Lifelong Learning and Service", provides the foundation for this institution as an open-admissions, comprehensive regional community college that fosters academic excellence and enhances lives in Southern Maryland. CSM meets 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 embraces lifelong learning and service, providing a variety of personal enrichment and cultural programs in a safe and welcoming environment.

CSM makes learning possible for everyone through varied programs and flexible learning opportunities. With over 68 associate's degrees, 38 credit certificates, 33 credit letters of recognition, and 183 on-line courses, self-paced courses, and weekend college, CSM aims to offer opportunities for everyone to fit college into their schedules. A variety of services is also offered in business, continuing education programs, kids' and teen college, wellness and fitness services, and fine arts events.

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Full-time permanent faculty	85.0	84.0	84.0	92.0	94.0
Part-time permanent faculty	1.8	2.0	2.0	2.5	6.0
Full-time permanent staff	273.0	275.0	275.0	306.0	283.0
Part-time permanent staff	22.2	19.6	19.6	18.1	17.5
Total Full Time Equivalent	382.0	380.6	380.6	418.6	400.5

* The positions listed are not County Government employees.

** Part-time adjunct faculty/Temporary Positions	464.5	498.0	498.0	502.0	531.0
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** Not converted to Full Time Equivalency.

Education

Department: Education 01.34
Division\Program: College of Southern Maryland (CSM) Fund: General
Program Administrator: Dr. Bradley Gottfried, President

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
Enrollment					
Number of Enrolled Credit Students	12,722	12,901	11,924	11,447	11,447
Total Number of Credit-Free Course Registrations	15,333	15,342	13,900	13,344	13,344
Number of Students Transferring	2,103**	2,866	2,784	2,900	2,900
Percent of County Population Served	59.0%	61.0%	58.0%	61.0%	61.0%
In-County Tuition and Fees Per Credit	\$132	\$137	\$139	\$141	\$149
Quality					
Number of Graduates	980	1,133	1,225	1,274	1,274
Student Evaluation of Credit Instruction (1= Needs Much Improvement, and 5= Exceptional)	4.5	4.6	N/A	N/A	N/A
Four-Year Transfer/Graduation Rate	56.0%	52.0%	53.0%	59.0%	59.0%
Student Satisfaction w/ Transfer Preparation (1 = Very Poor, and 5 = Very Good)	4.1	4.1	4.1	4.1	4.1
Workforce Training					
Student Satisfaction with Job Preparation (1 = Very Poor, and 5 = Very Good)	4.1	4.1	3.8	3.8	3.8
Employer Satisfaction with Graduates	n/a	n/a	n/a	n/a	n/a
Employment Rate of Graduates	80%	80%	88%	80%	80%

***Previously Number of Students Transferring were reported by MHEC Undergraduate Transfer Reports. MHEC Undergraduate Transfer Report listed students who transferred only to Maryland State institutions. Beginning in FY2012, The number of students transferring is retrieved from the National Student Clearinghouse (NSC). NSC collects enrollment verification on students and allows colleges to track students as they move from one institution to another. NSC provides transfer information for all colleges (in-state, out-of-state, and private institutions). For example, 2,108 CSM students from fall 2010 and spring 2011 transferred to another institution in 2011-2012.*

Department: Education Appropriations 01.47
Division\Program: Charles County Public Library (CCPL) Fund: General
Program Administrator: Janet Salazar, Acting Director

Administrative Offices located at the La Plata Branch Mailing Address: 2 Garrett Avenue, La Plata, Maryland 20646 301.934.9001 301.870.3520 www.ccplonline.org			Business Hours : Monday-Thursday: 9:00 AM-8:00 PM Friday: 1:00 PM-5:00 PM Saturday: 9:00 AM-5:00 PM			
Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Fringe Benefits	\$217,252	\$230,300	\$246,800	\$246,800	\$16,500	7.2%
Operating Costs	198,233	242,200	225,000	225,000	(17,200)	-7.1%
Agency Funding	3,552,000	3,511,800	4,214,200	3,511,800	0	0.0%
Total Expenditures	\$3,967,486	\$3,984,300	\$4,686,000	\$3,983,600	(\$700)	0.0%
Capital Lease budget in Debt Service	5,535	5,500	5,500	5,500	0	0.0%
Total County Support	\$3,973,021	\$3,989,800	\$4,691,500	\$3,989,100	(\$700)	0.0%

Changes and Useful Information:

- Budget numbers listed above reflect County funding only.
- The Library's total FY2016 budget including State and other revenue equals \$5.3 million.
- Fringe Benefits represent library employees participation in the County's Health & Dental plan.
- Operating Costs represents utilities that the County pays directly on the Library's behalf for county owned facilities.

Education

Department:	Education Appropriations	01.47
Division\Program:	Charles County Public Library (CCPL)	Fund: General
Program Administrator:	Janet Salazar, Acting Director	

Description:

Our mission is to acquire and make available information, books, and other library materials that most closely match the needs of our service community, the residents of Charles County. We are continuing to place emphasis on materials and use of these materials, especially as we mix traditional books with electronic databases. The public library also offers programs that encourage families to use libraries - as evidenced by our increase in registered borrowers.

Vision Statement - As a leader in the community, the Charles County Public Library sets the standard of responsive service for all. Our professional staff's people-first approach to meeting diverse information needs features the finest traditional and innovative technologies and techniques. Our community turns to us as its premiere source of information for life.

Goals & Objectives

Strategic Goal 1: CCPL has exemplary leadership and management strategies that result in superior library services to our customers.

Strategic Goal 2: CCPL employs policies and procedures that lead and empower employees to deliver effective and high-quality library service.

Strategic Goal 3: CCPL is well-served by its consortia agreements .

Positions:*

<u>Title</u>	<u>FY12</u> <u>FTE</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>
Library Director	1.0	1.0	1.0	1.0	1.0
Assistant Director	0.0	1.0	1.0	1.0	1.0
Library Branch Manger	3.0	4.0	4.0	4.0	4.0
Information Technology Manager	0.0	1.0	1.0	1.0	1.0
Human Resources Manager	0.0	0.0	0.0	0.7	0.7
Outreach Supervisor	0.0	1.0	1.0	1.0	1.0
Reference Supervisor	2.0	3.0	4.0	4.0	4.0
Bookkeeper	1.0	1.0	1.0	0.7	0.7
Children's Librarian	3.0	4.0	4.0	4.0	4.0
Technical Services Supervisor	1.0	1.0	1.0	1.0	1.0
Young Adult Librarian	0.0	1.0	1.0	1.0	1.0
Programming Coordinator	0.0	0.0	0.0	1.0	1.0
Circulation Supervisor	3.0	4.0	4.0	4.0	4.0
Information Technology Associate	1.0	1.0	1.0	1.0	1.0
Outreach Librarian	1.6	1.2	1.2	0.7	0.7
Reference Associate	1.0	1.0	1.0	1.0	1.0
Children's Associate	0.0	1.0	1.0	1.0	1.0
Public Services Associate	0.0	14.5	14.0	17.8	17.8
Young Adult Associate	0.0	1.0	1.0	1.0	1.0
Public Services Assistant	2.6	3.3	2.7	1.3	1.3
Technical Services Assistant	0.4	0.4	0.4	0.7	0.7
Circulation Assistant	2.1	9.0	9.5	8.0	8.0
Custodial Worker II	0.4	0.4	0.4	0.7	0.7
Marina Technician	0.0	0.0	0.0	2.1	2.1
Computer Technician	0.4	0.4	0.4	0.0	0.0
Public Services Librarian	9.2	2.0	2.0	1.0	1.0
Asst. Branch Manger & Reference Super.	1.0	1.0	0.0	0.0	0.0
Reference Librarian/MLS	1.0	1.0	1.0	0.0	0.0
Children's Assistant	1.0	0.0	0.0	0.0	0.0
Interlibrary Loan/Marina	1.3	1.3	1.3	0.0	0.0
Substitute (Part Time Positions)	0.2	0.2	0.2	0.2	0.2
Security Guards (Part Time Positions)	1.1	1.1	1.1	1.1	1.1
Pages (Part Time Positions)	3.2	3.7	3.7	4.8	4.8
Total Full Time Equivalent	41.4	65.4	64.8	66.6	66.6

* The positions listed are not County Government employees.

Education

Department: Education Appropriations 01.47
Division\Program: Charles County Public Library (CCPL) Fund: General
Program Administrator: Janet Salazar, Acting Director

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
Circulation	615,258	771,374	799,110	800,000	830,000
Registered Borrowers (Customers)	74,450	83,017	79,587	80,000	80,000
- as % of County Population	50%	52%	57%	57%	58%
Customer Count	481,348	536,122	612,400	613,000	615,000
Total Reference Questions	23,309	30,163	39,616	40,000	45,000
<i>Customers are being trained to use on-line resources remotely</i>					
Program Attendance	22,943	24,362	32,341	34,000	42,000
Total Service Hours	10,288	11,710	11,710	11,710	11,710
Computer & Wi-Fi Sessions	n/a	139,602	180,260	182,000	185,000
Meeting Room Usage	n/a	n/a	56,178	58,000	60,000

Department: Education 01.34 Division\Program: Other Education Fund: General						
Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	4,000	13,600	13,600	13,600	0	0.0%
Agency Funding	35,000	32,000	32,000	20,000	(12,000)	-37.5%
Total Expenditures	\$39,000	\$45,600	\$45,600	\$33,600	(\$12,000)	-26.3%

Changes and Useful Information:

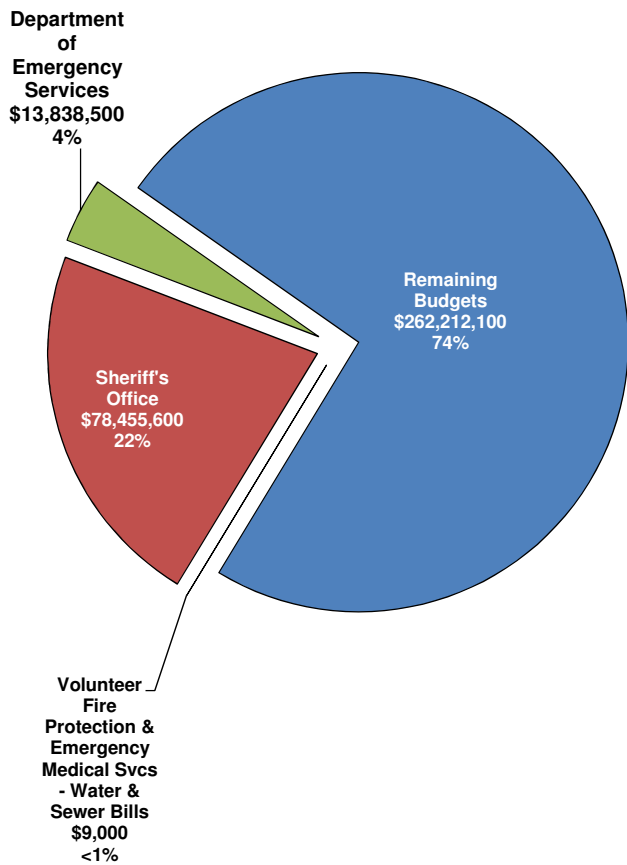
- Operating Costs represent scholarships which are awarded by the County in the following areas:
 - Nursing/ Allied Health Scholarship: to encourage Health care professionals to work in Charles County after graduation from college, a program of scholarships was established for courses leading to the certificate, diploma, or other evidence of qualification to practice in the medical field.
 - Charles County Teacher Education Assistance Grant Scholarship- The Charles County Scholarship Fund is a non-profit organization that provides scholarships to Charles County Students. The Charles County Commissioners, Charles County Public Schools, the College of So. Maryland, and the Chamber of Commerce, and members of the Community at Large are always represented on the Scholarship Fund Board. This is a renewable scholarship currently set for \$1,000 per year, for a 4 year period. Each recipient is eligible for \$4,000.

Description:	FY2014 Actual	FY2015 Adopted	FY2016 Request
Scholarships	\$4,000	\$13,600	\$13,600
<u>Agency Funding- Economic Development/Tourism</u>			
Southern MD Higher Education	22,500	20,000	20,000
<u>Agency Funding - Grants Advisory Panel</u>			
Literacy Council	12,500	12,000	0
Total Other Education	\$39,000	\$45,600	\$33,600

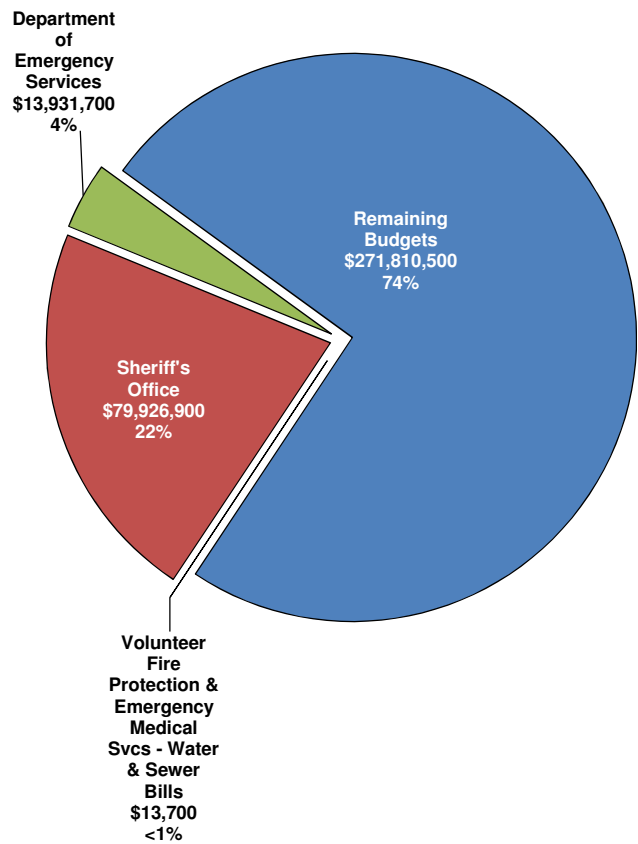
Public Safety Summary

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$51,988,671	\$53,724,100	\$59,582,900	\$54,840,700	\$1,116,600	2.1%
Fringe Benefits	21,654,376	23,539,200	25,554,700	24,115,700	576,500	2.4%
Operating Costs	11,888,626	13,511,100	16,119,700	13,922,800	411,700	3.0%
Agency Funding	5,745	24,000	24,000	24,000	0	0.0%
Transfers Out	632,356	712,000	722,600	717,100	5,100	0.7%
Capital Outlay	1,185,745	792,700	2,720,300	252,000	(540,700)	-68.2%
Total Expenditures	\$87,355,519	\$92,303,100	\$104,724,200	\$93,872,300	\$1,569,200	1.7%
Revenues	\$10,871,883	\$10,260,200	\$10,886,600	\$10,886,600	\$626,400	6.1%
Total Expenditures as % of Budget:	26.0%	26.0%	26.3%	25.7%		

FY2015 Adopted



FY2016 Adopted



Public Safety - Sheriff's Office Summary

Sheriff Troy D. Berry

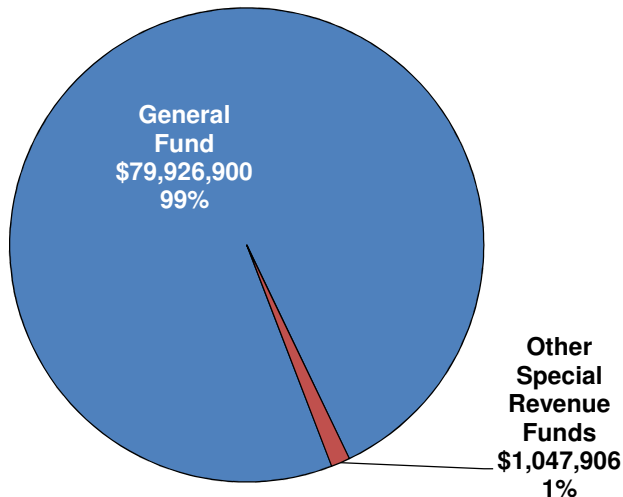
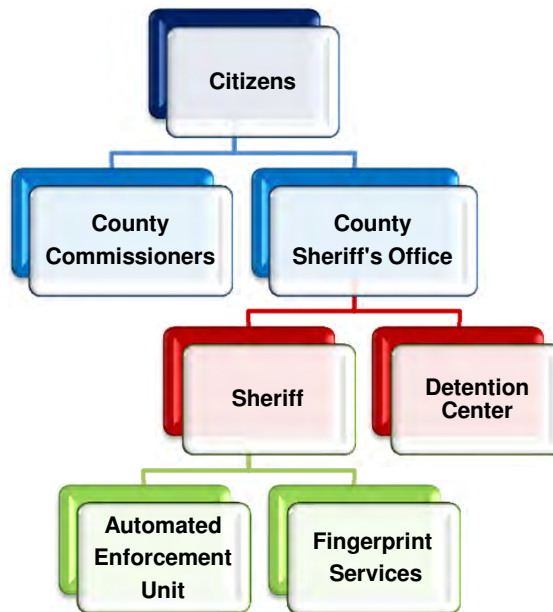
Non-Emergency 301-932-2222

Mailing Address: PO Box 189, La Plata, MD 20646

Physical Address: 6915 Crain Highway, La Plata, MD 20646

www.ccsso.us

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$43,660,439	\$45,081,800	\$48,974,500	\$45,999,900	\$918,100	2.0%
Fringe Benefits	19,469,550	21,116,500	22,592,500	21,674,600	558,100	2.6%
Operating Costs	9,707,370	10,824,800	13,069,100	11,355,500	530,700	4.9%
Agency Funding	5,745	24,000	24,000	24,000	0	0.0%
Transfers Out	513,397	615,800	626,400	620,900	5,100	0.8%
Capital Outlay	1,185,745	792,700	2,720,300	252,000	(540,700)	-68.2%
Total Expenditures	\$74,542,247	\$78,455,600	\$88,006,800	\$79,926,900	\$1,471,300	1.9%
Revenues	\$5,242,080	\$4,807,700	\$5,368,900	\$5,368,900	\$561,200	11.7%
Total Expenditures as % of Budget:	22.2%	22.1%	22.1%	21.9%		



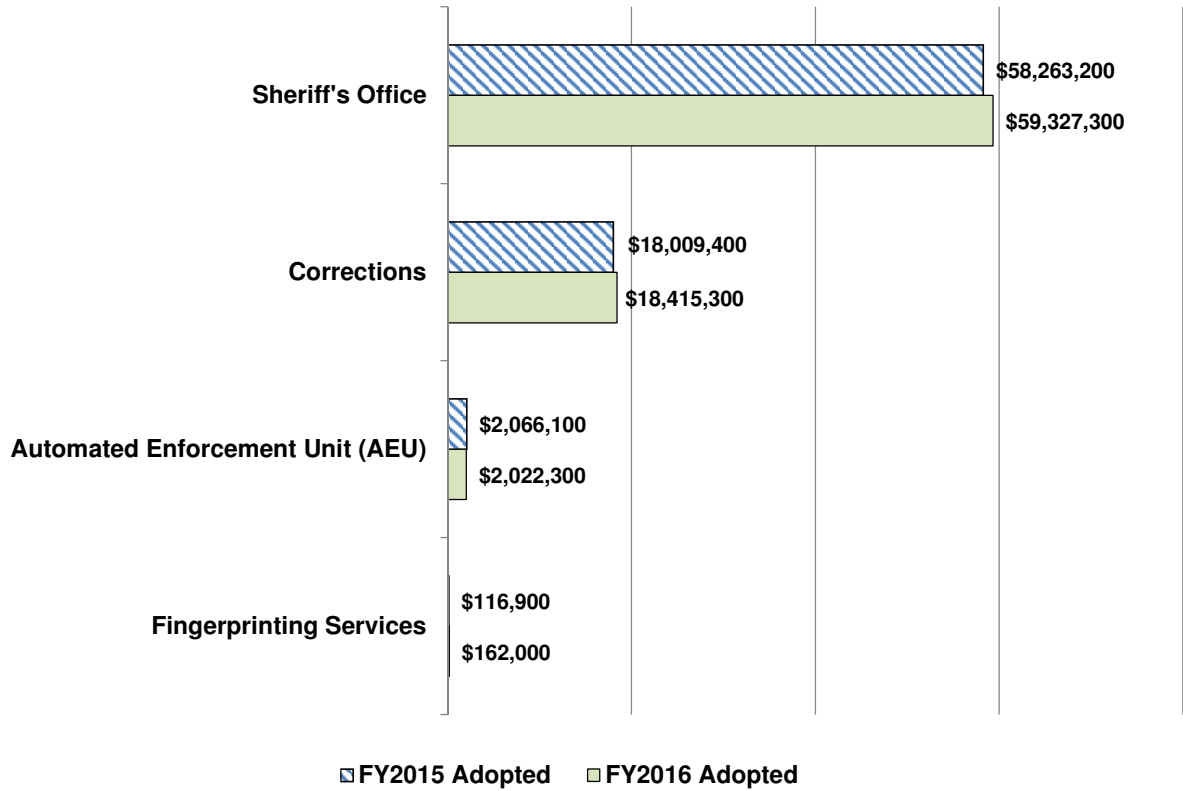
TOTAL FY2016 AGENCY BUDGET \$80,974,806

(Totals for funds other than the General Fund exclude debt service and funding for future reserves.)

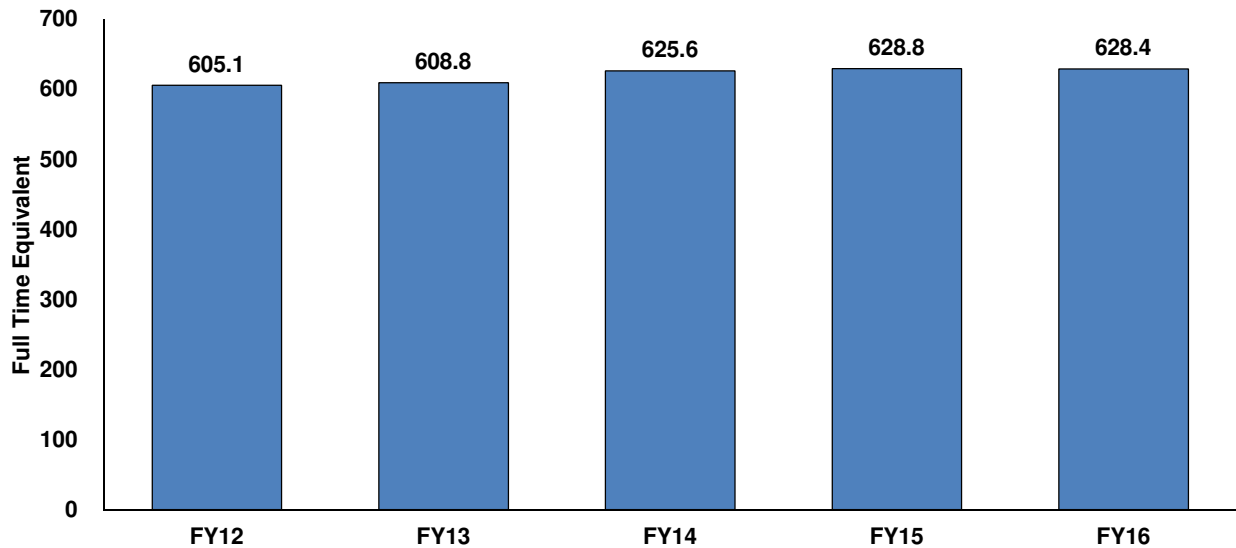
As indicated by the graph, the Sheriff's Office is mostly funded by the General Fund.

Sheriff's Office Expenditure and Staff History

GENERAL FUND



Staffing History



Positions by Program:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Sheriff	447.3	449.0	463.2	465.9	465.0
Corrections	155.1	155.1	155.1	155.1	155.1
Automated Enforcement Unit (AEU)	2.6	4.6	6.6	6.1	6.1
Fingerprinting Services	0.0	0.0	0.6	1.6	2.2
Total Full Time Equivalent	605.1	608.8	625.6	628.8	628.4

Public Safety

Department: Sheriff's Office 01.24.24
Division\Program: Sheriff www.ccsso.us Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$33,436,733	\$34,616,500	\$37,444,800	\$35,308,100	\$691,600	2.0%
Fringe Benefits	16,000,864	17,328,700	18,376,400	17,680,300	351,600	2.0%
Operating Costs	4,935,648	5,091,400	6,783,600	5,521,700	430,300	8.5%
Agency Funding	5,009	21,700	21,700	21,700	0	0.0%
Transfers Out	513,397	615,800	626,400	620,900	5,100	0.8%
Capital Outlay	1,152,911	589,100	2,186,200	174,600	(414,500)	-70.4%
Total Expenditures	\$56,044,563	\$58,263,200	\$65,439,100	\$59,327,300	\$1,064,100	1.8%
Revenues	\$1,765,389	\$1,694,100	\$1,695,600	\$1,695,600	\$1,500	0.1%

Changes and Useful Information:

- **Fringe Benefits** have been adjusted for the increased cost of pension program.
- The cost of the (17) School Resource Officers equals \$1.3 million in salaries and \$813,000 estimated fringe.
- **Operating costs** includes an additional \$175,900 for supplies, \$129,000 for computer related costs & maintenance, \$74,000 for training and \$55,100 for equipment.
- The FY 2016 **Capital Outlay** budget includes funding for replacing five tag reader devices, seven network switches, two K-9 dogs and two all terrain vehicles, as well as, purchasing a new storage shed.

Description:

The Charles County Sheriff's Office, a full-service law enforcement agency, is committed to protecting the lives and property of the citizens of Charles County. The Sheriff's Office carries out this mission through the preservation of peace and order, enforcement of all laws and ordinances, confining of prisoners, and thorough crime prevention efforts. The Sheriff's Office is a progressive law enforcement agency committed to protecting and serving more than 150,000 citizens. The Sheriff's Office is the major law enforcement agency in the County. The Agency serves as the County Police Department as well as performing the traditional Sheriff's services.

Mission Statement

The men and women of the Charles County Sheriff's Office are dedicated to service through superior performance. We believe mutual respect, trust and pride in our organization combined with traditional values and innovative techniques will ensure the community's right to a safe environment.

Value Statements

The men and women of the Charles County Sheriff's Office are bound by the highest standards of conduct, as exemplified in the following values:

Life - We believe the protection of life is our highest priority.

Respect - We believe in individual human dignity and the preservation of human rights under the rule and spirit of law, always treating others as we would like to be treated.

Integrity - We believe in maintaining the public trust by holding ourselves accountable to the highest moral and ethical standards.

Fairness - We believe in the delivery of service that provides fair and equal treatment to all citizens without regard to age, gender, race, creed, color, religion or national origin.

Trust - We believe in order to provide effective service we must develop and maintain the confidence of the community.

Partnerships - We believe in working in partnership with the community and each other to identify and resolve problems and issues, which affect the safety of our citizens.

Loyalty - We believe in an allegiance to the community, to the organization and to each other.

Professionalism - We believe in delivering a level of service, which will reflect the pride we have in our community and organization.

Specialized Units within the Agency have been very successful in combating the ever rising crime rate.

Police Communications	Child Support Enforcement Unit	Domestic Violence Unit	Auto Theft Unit
D.A.R.E Unit	Asset Forfeiture/Drug Division Unit	Warrants/Fugitives Unit	Boat Unit
K-9 Unit	Crime Prevention Unit	Civil Unit	COPS in School
Traffic Safety Unit	Crimes Against Persons Units	Court/Judicial Security Unit	Crime Laboratory Unit
Narcotics Task Force	Crimes Against Property Unit	Emergency Services Team	Robbery Unit
Alcohol Enforcement Unit	Crimes Against Dependent Persons Units		Teen Court

The Sheriff's Office will continue to reach out to the community, not only in terms of traditional law enforcement, but also by taking an active role in contributing to the quality of life in Charles County.

Public Safety

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Sworn Officer</u>					
Sheriff	1.0	1.0	1.0	1.0	1.0
Lt. Colonel	0.0	1.0	1.0	0.5	0.0
Major	2.0	2.0	2.0	2.0	2.0
Captains	8.0	8.0	9.0	9.0	9.0
Lieutenant	21.0	21.0	21.0	21.0	21.0
Sergeant	42.0	42.0	44.0	44.0	44.0
Corporal	70.0	70.0	70.0	70.0	70.0
PFC, Patrolman I & II	148.0	147.0	154.0	154.5	155.0
Total Sworn Officers	292.0	292.0	302.0	302.0	302.0
Liquor board Allocated	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Child Support	(4.0)	(4.0)	(4.0)	(4.0)	(4.0)
Vehicle Theft Grant	0.0	(2.0)	(2.0)	(2.0)	(2.0)
Total Other Funding	(5.0)	(7.0)	(7.0)	(7.0)	(7.0)
Total Officers funded by General Fund	287.0	285.0	295.0	295.0	295.0
 <u>Office of the Sheriff</u>					
Chief of Staff	0.0	0.0	0.0	0.5	1.0
General Counsel	1.0	1.0	1.0	1.0	1.0
Associate Counsel	0.0	0.0	0.8	1.0	1.0
Law Clerk	0.0	1.0	0.2	0.0	0.0
Legal Specialist	1.0	0.0	0.0	0.0	0.0
Executive Office Administrator	1.0	1.0	1.0	1.0	1.0
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0
Executive Administrative Coordinator	1.0	1.0	1.0	1.0	1.0
Part-time	0.6	1.2	1.2	0.6	0.0
	5.6	6.2	6.2	6.1	6.0
 <u>Patrol Division</u>					
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0
	1.0	1.0	1.0	1.0	1.0
 <u>Executive Services Division</u>					
Deputy Director, Planning & Accreditation	1.0	1.0	1.0	1.0	1.0
Press Secretary	1.0	1.0	1.0	1.0	1.0
Public Relations Specialist	0.0	0.0	0.0	1.0	1.0
Media Relations Specialist	1.0	1.0	1.0	1.0	1.0
Civilian Planner I	2.0	2.0	2.0	2.0	2.0
Grant Coordinator	1.0	1.0	1.0	1.0	1.0
Part Time	4.1	4.7	4.7	2.1	0.0
	10.1	10.7	10.7	9.1	7.0
 <u>Information Services Division - Communications</u>					
Communications Supervisor	5.0	5.0	5.0	4.5	4.0
Police Comm. Officer I - III	15.0	15.0	15.0	15.5	16.0
Telephone Report Writers	0.0	0.0	0.0	0.0	0.0
Communications - Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Part Time	0.0	0.0	0.0	0.6	0.9
	21.0	21.0	21.0	21.6	21.9
 <u>Informational Services Division - Station Clerks</u>					
Station Clerk Supervisor	4.0	4.0	4.0	4.0	4.0
Station Clerk I - III	18.0	18.0	18.0	18.0	18.0
	22.0	22.0	22.0	22.0	22.0

Public Safety

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

<u>Positions:</u>	<u>FY10</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Administrative Services Division - Records Management</u>					
Records Supervisor	1.0	1.0	1.0	1.0	1.0
Manager, Police Records	1.0	1.0	1.0	0.5	0.0
Deputy Director, Records Management	0.0	0.0	0.0	0.5	1.0
Police Records Tech. I - III	9.0	9.0	9.0	9.0	9.0
Part Time	0.6	0.6	0.6	0.6	0.6
	11.6	11.6	11.6	11.6	11.6

Administrative Services

Director, Administrative Services	0.0	0.0	0.0	0.5	1.0
Deputy Director, Financial Services	1.0	1.0	1.0	0.5	0.0
Deputy Director, Budgeting	0.0	0.0	0.0	0.5	1.0
Deputy Director, Accounting	0.0	0.0	0.0	0.5	1.0
Accounting Manager	1.0	1.0	0.0	0.0	0.0
Finance Manager	0.0	0.0	1.0	0.5	0.0
Accounting Specialist	1.0	1.0	1.0	1.0	1.0
Accounting Assistant	1.0	1.0	1.0	1.0	1.0
Accounting Associate	0.9	0.9	0.9	0.9	0.9
Office Associate - Red Light Program	1.0	1.0	1.0	1.0	1.0
Office Associate - Speed Program	0.0	0.0	1.0	1.0	1.0
Deputy Director, Human Resources	1.0	1.0	1.0	0.0	0.0
Human Resources Administrator	1.0	1.0	1.0	1.0	1.0
Human Resources Assistant	1.0	1.0	2.0	2.0	2.0
Human Resources Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Background/Recruiting Supervisor	0.0	0.0	0.0	0.4	1.0
Background Supervisor	0.9	0.9	0.9	0.9	0.9
Part Time	3.6	3.6	3.6	3.6	2.6
Grant/Program Funded Positions	(1.0)	(1.0)	(2.0)	(1.5)	(1.5)
	13.3	13.3	14.3	14.8	14.9

Informational Services Division - Management Information System

Deputy Director, MIS	1.0	1.0	1.0	1.0	1.0
Application Support Supervisor	1.0	1.0	0.0	0.0	0.0
CAD/RMS Manager	0.0	0.0	1.0	1.0	0.0
CAD/RMS Support Supervisor	0.0	0.0	0.0	0.0	1.0
CAD/RMS Support Specialist I	0.0	0.0	0.0	0.0	1.0
PC Operations Administrator	1.0	1.0	0.0	0.0	0.0
PC Operations Manager	0.0	0.0	1.0	1.0	1.0
Systems Administrator	1.0	1.0	0.0	0.0	1.0
Systems Operations Administrator	1.0	0.0	0.0	0.0	0.0
Systems Operations Manager	0.0	0.0	1.0	1.0	1.0
Database Administrator	1.0	1.0	1.0	1.0	1.0
Applications Specialist I - II	2.0	2.0	2.0	2.0	0.0
PC Operations Specialist I - II	2.0	2.0	2.0	2.7	3.0
Network Specialist II	1.0	1.0	1.0	0.3	0.0
MIS Support Specialist	1.0	1.0	1.0	1.0	1.0
Part Time	0.6	0.6	0.6	0.6	0.6
	12.6	11.6	11.6	11.6	11.6

Public Safety

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Training Division</u>					
Training Coordinator - Academy	1.0	1.0	1.0	1.0	1.0
Training Specialist	1.0	1.0	1.0	1.0	1.0
Chief Firearm Instructor	0.9	0.9	0.9	0.9	0.9
Part Time - Firearm's Instructor	1.2	1.2	1.2	1.2	1.2
Part Time - Training Instructor - Academy	0.6	0.6	0.6	0.6	0.6
Part Time	0.0	0.0	0.0	2.6	3.6
	4.7	4.7	4.7	7.3	8.3

Criminal Investigation Division

CID - Administrator	1.0	1.0	1.0	1.0	1.0
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0
Technical Assistant	1.0	1.0	1.0	1.0	1.0
Fingerprint Specialist	2.0	2.0	2.0	2.0	2.0
Forensic Sci. Tech./Quality Assurance Mgr.	0.0	0.0	0.0	0.0	1.0
Forensic Science Technician I -III	3.0	3.0	3.0	3.0	2.0
Crime Analyst	2.0	2.0	2.0	1.5	1.0
Victim Services Coordinator	1.0	1.0	1.0	1.0	1.0
Intelligence Specialist (Grant)	1.0	0.6	0.6	0.0	0.0
Intelligence Specialist	0.0	0.0	0.4	1.0	1.0
Part Time	1.2	1.6	1.6	1.6	1.2
Grant Funded Positions	(1.0)	(0.6)	(0.6)	0.0	0.0
	12.2	12.6	13.0	13.1	12.2

Special Operations Division

Community Organizer	1.0	1.0	1.0	1.0	1.0
Teen Court Coordinator	1.0	1.0	1.0	1.0	1.0
Red Light Specialist III - Red Light	1.0	0.0	0.0	0.0	0.0
AEU Supervisor - Civilian	0.0	1.0	1.0	1.0	1.0
AEU Office Specialist	0.0	1.0	2.0	2.0	2.0
AEU Civilian Deputy (Special)	0.0	1.0	1.0	1.0	1.0
Technical Assistant (PT) - Red Light	0.6	0.6	0.6	0.6	0.6
Community Traffic Safety Coordinator	0.2	0.0	0.0	0.0	0.0
K-9 Instructor	0.0	0.0	1.0	1.0	1.0
Electronic Fingerprint Technician	0.0	0.0	0.0	1.0	1.0
PT - Electronic Fingerprint Technician	0.0	0.0	0.0	0.6	1.2
Part Time	0.0	0.6	0.6	1.1	1.9
Grant Funded Positions	(0.2)	0.0	0.0	0.0	0.0
Other Funding Source	(1.6)	(3.6)	(4.6)	(6.2)	(6.8)
	2.0	2.6	3.6	4.1	4.9

Special Services Division - Court Security

Transport Officer	5.0	5.0	5.0	5.0	5.0
Court Holding Officer (CO)	3.0	3.0	3.0	3.0	3.0
Court Security Officer (CO)	2.0	2.0	2.0	2.0	2.0
Court Security Deputy	5.4	6.4	8.0	8.0	8.0
Court Security Unit Coordinator	1.0	1.0	0.0	0.0	0.0
Part Time	4.2	4.2	3.0	3.0	3.0
	20.6	21.6	21.0	21.0	21.0

Public Safety

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
<u>Special Services Division - Judicial Services</u>					
Warrant Specialist I & II	3.0	3.0	3.0	3.0	3.0
Civil Specialist I-II	2.0	2.0	2.0	2.0	2.0
Domestic Violence Specialist I - III	2.0	2.0	2.0	2.0	2.0
Civil Process Server	4.0	4.0	4.0	4.0	4.0
Child Support Coordinator	1.0	1.0	1.0	1.0	1.0
Child Support Civil Processor	1.0	1.0	1.0	1.0	1.0
Domestic Violence Coordinator (Grant)	0.7	0.3	0.0	0.0	0.0
Domestic Violence Coordinator	0.0	0.7	1.0	1.0	1.0
VICS Supervisor	0.0	0.0	0.0	1.0	1.0
VICS Coordinator	1.0	1.0	1.0	0.0	0.0
VICS Specialist	2.0	2.0	2.0	2.0	2.0
Part Time	3.0	3.0	4.2	4.2	4.2
Part-time (VICS)	0.6	0.6	0.6	0.6	0.6
Grant Funded Positions	(3.9)	(3.5)	(3.2)	(3.2)	(3.2)
Other Funding Source (VICS)	(3.6)	(3.6)	(3.6)	(3.6)	(3.6)
	12.8	13.5	15.0	15.0	15.0
<u>Special Services Division - Property Management</u>					
Quartermaster	1.0	1.0	1.0	1.0	1.0
Assistant Quartermaster	0.0	0.0	0.0	0.0	0.0
Quartermaster Specialist (I-II-III)	2.0	2.0	2.0	2.0	2.0
Fleet Technician Specialist	1.0	1.0	1.0	1.0	1.0
Fleet Manager	1.0	1.0	1.0	1.0	1.0
Fleet Technician	0.9	0.9	0.9	0.9	0.9
Purchasing Agent	1.0	0.0	0.0	0.0	0.0
Procurement Specialist	0.0	1.0	1.0	1.0	1.0
Property Custodian	1.0	1.0	1.0	1.0	1.0
Property Assistant	0.0	0.0	0.8	1.0	1.0
Agency Facilities Manager	0.0	0.9	0.9	0.9	0.9
Firearms Specialist I - II	1.0	1.0	1.0	1.0	1.0
Part Time	1.8	1.8	1.8	1.8	1.8
	10.7	11.6	12.4	12.6	12.6
SWORN PERSONNEL:					
General Funded	287.0	285.0	295.0	295.0	295.0
Grant/Other Funding	5.0	7.0	7.0	7.0	7.0
Total Sworn Personnel:	292.0	292.0	302.0	302.0	302.0
CLASSIFIED PERSONNEL:					
General Funded	160.3	164.0	168.2	170.9	170.0
Grant/Other Funding	11.4	12.4	14.0	14.6	15.2
Total Classified Personnel:	171.7	176.4	182.2	185.5	185.1
TOTAL PERSONNEL					
Full -time	440.8	443.4	459.2	461.3	462.4
Part-time	22.9	25.1	25.1	26.2	24.7
Total:	463.7	468.4	484.2	487.5	487.1

Part-time FTE is based on an annual work year of 1950 or 2080 hours, depending on position.
 Crossing Guard part-time salaries are excluded.

Public Safety

Department: Sheriff's Office 01.24.24
Division\Program: Sheriff Fund: General
Program Administrator: Troy D. Berry, Sheriff

Goals & Objectives:

Patrol Division

Goal: To increase staffing by 20 with the Patrol Division, to cover the increase need for service.
Objective: 1. Hire and Train New Patrol Officers
Status: *On-going.*

Special Operations Division

Goal: To upgrade communication's headsets and lighting system for issued handguns.
Objective: 1. Purchase Surefire X300 Ultra500 Lumen handgun lights.
Status: *New FY-16*

Goal: Replacement of two K-9 dogs.
Objective: 1. Due to age of K-9 funding is needed in FY-16 to purchase untrained dogs.
Status: *New FY-16*

Criminal Investigations Division- Investigations Section

Goal: Enable employees to have necessary training to perform their duties and better serve the community.
Objective: 1. Increase the training budget to allow employees the required training to perform their job duties.
Status: *New FY-16*

Executive Services Division- Planning & Accreditation

Goal: Re-organize the section, to be able to properly support the CALEA function and agency needs.
Objective: 1. Reassign and promote personnel in this section to maintain AOM and CALEA files. Attend conferences and training, update policies and gather information for the files. The next CALEA on Site audit is in 2016.
Status: *New FY-16 - Apply for grant funds.*

Office of Professional Responsibility

Goal: To maintain openness and transparency when conducting critical incident investigations.
Objective: 1. To provide training to all sworn and correctional officers on the critical incident response by the Agency.
Status: *On Going*

Special Services Division:

Goal: To replace the aging fleet with new patrol vehicles.
Objective: 1. To provide officers with new vehicles and reduce the cost of repairs and maintenance to an agency fleet. Purchases through lease/purchase and the general fund.
Status: *(43) new patrol vehicles were approved in FY15 Lease/Purchase program; (45) new patrol vehicles were approved in FY16.*

Information Services Division- Management Information Section

Goal: Provide effective network connectivity and continuity for all Agency sites through replacement of the core CISCO switch at D-I.
Objectives: 1. Procure all the switches necessary.
2. Plan move of Lan connections and server connections. Install switches and cabling.
3. Configure new switches. Cutover all connections to the new setup.
Status: *New FY-16*

Public Safety

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

Information Services Division- Management Information Section

- Goal:** To establish a two campus operational support plan.
- Objectives:**
1. Purchase a VMware server.
 2. Create and setup servers on the new server.
 3. Change the user profiles to access the new servers.
 4. Move Home Folders/Shared Folders to the D-III server for all sections and personnel in that area.
- Status:** *New FY-16*
-
- Goal:** To continue the ability to effectively process all functionality of CAD and RMS data processing through replacement of the CAD.RMS servers.
- Objectives:**
1. Procure server and software.
 2. Setup servers with Universe and with the Veritas software. Copy the configuration files cover.
 3. Plan installation with concentration on minimal downtime.
 4. Install servers and attach to EMC disk arrays. Check replication and failover.
 5. Install additional software on servers (VNC, Backup Agent).
- Status:** *New FY-16*

Objectives & Measurements:

	CY10 Actual	CY11 Actual	CY12 Actual	CY13 Actual	CY14 Unofficial
<u>Uniform Crime Report</u>					
Murder	2	3	6	3	3
Rape	35	26	32	24	23
Robbery	171	176	154	147	149
Aggravated Assault	505	383	383	414	372
Breaking & Entering	707	767	614	704	507
Larceny	2,715	2,731	2,543	3,631	2,387
Motor Vehicle Theft	290	280	186	192	156
Total	4,425	4,366	3,918	5,115	3,597
- Police Calls for Service	216,701	230,390	235,371	253,292	258,591
Population	146,551	149,130	151,148	152,067	152,067
- Police Call for Service Per Capita	1.5	1.5	1.6	1.7	1.7
# of Sworn Officers	291	291	301	301	301
- Police Calls for Service per Officer	745	792	782	842	859
Volunteers in Community Service	3,171	2,962	3,056	3,011	2,850

NOTES:

CY10-13 data is from "Crime in Maryland," annual report prepared by the Maryland State Police, actual UCR data is countywide.

Public Safety

Department: Sheriff's Office 01.24.37
Division\Program: Corrections Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$10,017,778	\$10,151,100	\$11,181,500	\$10,358,100	\$207,000	2.0%
Fringe Benefits	3,412,880	3,699,700	4,121,200	3,898,600	198,900	5.4%
Operating Costs	3,357,646	4,019,900	4,541,600	4,089,900	70,000	1.7%
Agency Funding	736	2,300	2,300	2,300	0	0.0%
Capital Outlay	32,834	136,400	523,100	66,400	(70,000)	-51.3%
Total Expenditures	\$16,821,874	\$18,009,400	\$20,369,700	\$18,415,300	\$405,900	2.3%
Revenues	\$999,433	\$873,200	\$369,000	\$369,000	(\$504,200)	-57.7%

Changes and Useful Information:

- **Fringe Benefits** have been adjusted for the increased cost of pension program.
- **Operating Costs** include an increase to the Uniform budget.
- The FY 2015 **Capital Outlay** budget includes funding for replacement radios, and a hand rail.
- **Revenues** associated with this program are from Federal Inmate Operating, State Aid for Transportation, State Aid for Inmate Operating, and Room & Board Reimbursement.
 - Since the Detention Center is no longer housing federal inmates, the Federal Inmate Revenue budget was eliminated for FY 2016.

Description:

The Charles County Detention Center opened August 1995. It is comprised of 135,000 square feet, 206 cells with 508 beds including Work Release. The Detention Center is comprised of four sections: Administrative Services, Custody and Security, Support Services and Annex. The Detention Center Annex reopened July 2007, with 148 beds, currently holding Work Release, Work Release authorized and weekenders.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
<u>Correctional Officers</u>					
Director	1.0	1.0	1.0	1.0	1.0
Deputy Director	1.0	1.0	1.0	1.0	1.0
Captain	3.0	3.0	3.0	3.0	3.0
Lieutenant	9.0	9.0	10.0	10.0	10.0
Sergeant	17.0	17.0	16.0	16.0	16.0
Corporal	21.0	21.0	22.0	22.0	22.0
Corr. Officer - First Class, II & I	91.0	91.0	90.0	90.0	90.0
Total Correctional Officers	143.0	143.0	143.0	143.0	143.0

Civilians

Administrative Coordinator	1.0	1.0	1.0	1.0	1.0
Receptionist II	1.0	1.0	1.0	1.0	1.0
Inmate Accounting Specialist II	1.0	1.0	1.0	1.0	1.0
Work Release Investigator	1.0	1.0	1.0	1.0	1.0
Central Process. Supervisor	1.0	1.0	1.0	1.0	1.0
Central Process. Specialist I & II	5.0	5.0	5.0	5.0	5.0
Part Time	2.6	2.6	2.6	2.6	2.6
Total Civilians	12.6	12.6	12.6	12.6	12.6
Total Full Time Equivalent	155.6	155.6	155.6	155.6	155.6
Allocated to VICS Program*	(0.4)	(0.4)	(0.4)	(0.4)	(0.4)
Net Cost to General Fund	155.1	155.1	155.1	155.1	155.1

* The VICS program was moved from Corrections to under Sheriff: Special Services Division – Judicial Services

Public Safety

Department: Sheriff's Office 01.24.37
Division\Program: Corrections Fund: General
Program Administrator: Troy D. Berry, Sheriff

Goals & Objectives:

Mission Statement

The Sheriff of Charles County is responsible for protecting all citizens of Charles County by providing a secure holding facility for persons legally confined in the County. The Corrections Division shall provide for the safety of the inmates, staff and citizens by maintaining a humane living and working environment at the Detention Center in accordance with Federal and State regulations.

The facility will operate based on the following principles:

- the physical, emotional, and psychological well-being of inmates of prime concern
- a variety of programs are provided to aid interested inmates with their reintegration process

In order to meet these goals, a sufficient number of trained staff are provided to maintain the operation of the facility. The administration and staff are dedicated to providing a correctional program that meets applicable County, State, and Federal standards. Concerted efforts will be made to ensure that the inmates human rights and dignity are not violated.

The staff will be firm, fair and above all consistent in dealing with inmates.

These goals can be achieved through a cohesive staff effort and enthusiastic support of correctional programs.

Goal: To hire additional Correctional Officers to provide a safe working environment and eliminate liability for officers, allowing officers to take leave, and have adequate staff coverage. This is based on the IACP job study.

- Objectives:**
1. Hire 10 Correctional Officers.
 2. Increase the efficiency and productivity, balance duty responsibilities.
 3. Reduce the tremendous amount of overtime.

Status: *IACP Job Study Complete, recommended to add 23 additional positions to the Detention Center, however funding for FY-16 was not approved.*

Goal: To maintain the security of the detention center.

- Objectives:**
1. Provide continuous security for cell blocks, cells and all doors within the facility.
 2. Replace outdated software and have a functional operating system. Upgrade computers, monitors and DVR systems.
 3. Purchase necessary equipment through the County's CIP Project.

Status: *New for FY-15. Requested in FY-16 CIP Program. On hold due to funding issues.*

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
Average Daily Population	417	386	368	370	375
Prisoners Transported	11,027	10,311	10,407	11,447	12,591
# of Prisoner Transports	2,589	2,634	2,742	3,016	3,317
Transport Miles	73,393	70,020	69,931	76,924	64,616
Inmates Processed	3,833	3,573	3,573	3,700	3,930
Work Release Inmates	419	380	302	317	346
Total Drug Screening	1,054	932	653	718	789
Emergency Response Team Responses	1,309	1,164	1,312	1,443	1,587
Bookings	11,308	10,706	11,106	11,900	13,115

Public Safety

Department: Sheriff's Office 01.24.85
Division\Program: Automated Enforcement Unit (AEU) Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$190,170	\$280,700	\$280,700	\$264,700	(\$16,000)	-5.7%
Fringe Benefits	54,174	78,200	80,600	81,200	3,000	3.8%
Operating Costs	1,312,171	1,640,000	1,665,400	1,665,400	25,400	1.5%
Capital Outlay	0	67,200	11,000	11,000	(56,200)	-83.6%
Total Expenditures	\$1,556,515	\$2,066,100	\$2,037,700	\$2,022,300	(\$43,800)	-2.1%
Revenues	\$2,326,787	\$2,123,500	\$3,134,300	\$3,134,300	\$1,010,800	47.6%

Changes and Useful Information:

- The Automatic Enforcement Unit consists of both the Red light Camera and Speed Camera programs.
- **Personnel Services** were reduced to reflect the reallocation of personnel from the Speed Camera program to the Sheriff's Office based on assigned duties.
- **Operating costs** were adjusted for one time FY 2016 equipment purchases to the Speed Camera program.
- The **Capital Outlay** budget is to replace the telephone voice recording systems for the Speed Camera program.
- **Revenues** have been revised to reflect current revenue collections.

Description:

Red Light Camera

The red light camera program was initially implemented in an effort to reduce the number of red light runners. Traffic safety is the Sheriff's Office main goal behind the cameras. The program is designed to lower the collision rate at the designated intersections, and increase the compliance with the law that requires drivers to stop at red lights. The cameras are positioned near a stop light and linked to the timing of the light. A car that continues through the light after it turns red is photographed. A \$75 civil citation is issue to the red light violator. Funds from this program are used to cover the cost of the program. During FY-14 the camera were expanded to 24 locations. The red-light camera program began with the installation of four camera locations in October, 2001. During fiscal year 2005 the camera file system changed from wet file to laser (digital). Additionally, two camera locations were added in February, 2005 and eight additional locations were added in February 2006. Fourteen additional locations were added between September 2013 and March 2014. During FY 2015 - 5 camera locations were deactivated, leaving 19 active camera locations. During FY2016 additional sites are under review for additional camera locations.

Speed Camera

The speed camera program was implemented in an effort to reduce speeders in school zones. Child safety is a high priority in Charles County. The Sheriff's Office believes the cameras have the potential to be effective in reducing the number of speeders. A \$40 civil citation is issued to the speed camera violator. Funds from this program are used to cover the cost of the current program. Initially portable cameras will be used and additional cameras will be added at a later date. The speed camera program follow the same basic guidelines as the Red Light Camera program. During FY-2016 additional camera sites are under review, if approved cameras will also be added.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
AEU Supervisor - Civilian	0.0	1.0	1.0	1.0	1.0
Red Light Specialist III	1.0	0.0	0.0	0.0	0.0
AEU Office Specialist	0.0	1.0	2.0	2.0	2.0
AEU Civilian Deputy (Special)	0.0	1.0	1.0	1.0	1.0
Office Associate	1.0	1.0	2.0	1.5	1.5
Part Time - Red Light Technician	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	2.6	4.6	6.6	6.1	6.1

Objectives & Measurements:

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY15 Estimated</u>
Number of Red Light Citations Issued:	12,319	11,388	25,858	23,840	22,600
Number of Speed Camera Citations Issued:	0	35,236	24,459	28,900	29,300

Public Safety

Department: Sheriff's Office 01.24.99
Division\Program: Fingerprinting Services Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$15,759	\$33,500	\$67,500	\$69,000	\$35,500	106.0%
Fringe Benefits	1,632	9,900	14,300	14,500	4,600	46.5%
Operating Costs	101,905	73,500	78,500	78,500	5,000	6.8%
Total Expenditures	\$119,295	\$116,900	\$160,300	\$162,000	\$45,100	38.6%
Revenues	\$150,472	\$116,900	\$170,000	\$170,000	\$53,100	45.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes funding for two additional part time positions.
- **Operating Costs** were adjusted to correspond with the revenue increase. The Sheriff's Office hires a contractor to process fingerprinting.
- **Revenues** have been revised to reflect current revenue collections which should be sufficient to cover increased program costs.

Description:

The Live Scan fingerprinting technology replaces the current rolling process using ink. Live Scan reduces many of the problems associated with ink prints, such as, smudging, smearing and over or under inking. A major benefit of the Live Scan is the processing speed for returning requested background information on the individual. Depending of the type of fingerprint check the cost from the State, along with the agency's cost can vary from \$20.00 to \$50.00.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Electronic F.P. Technician	0.0	0.0	0.0	1.0	1.0
Part Time	0.0	0.0	0.6	0.6	1.2
Total Full Time Equivalent	0.0	0.0	0.6	1.6	2.2

Objectives & Measurements:

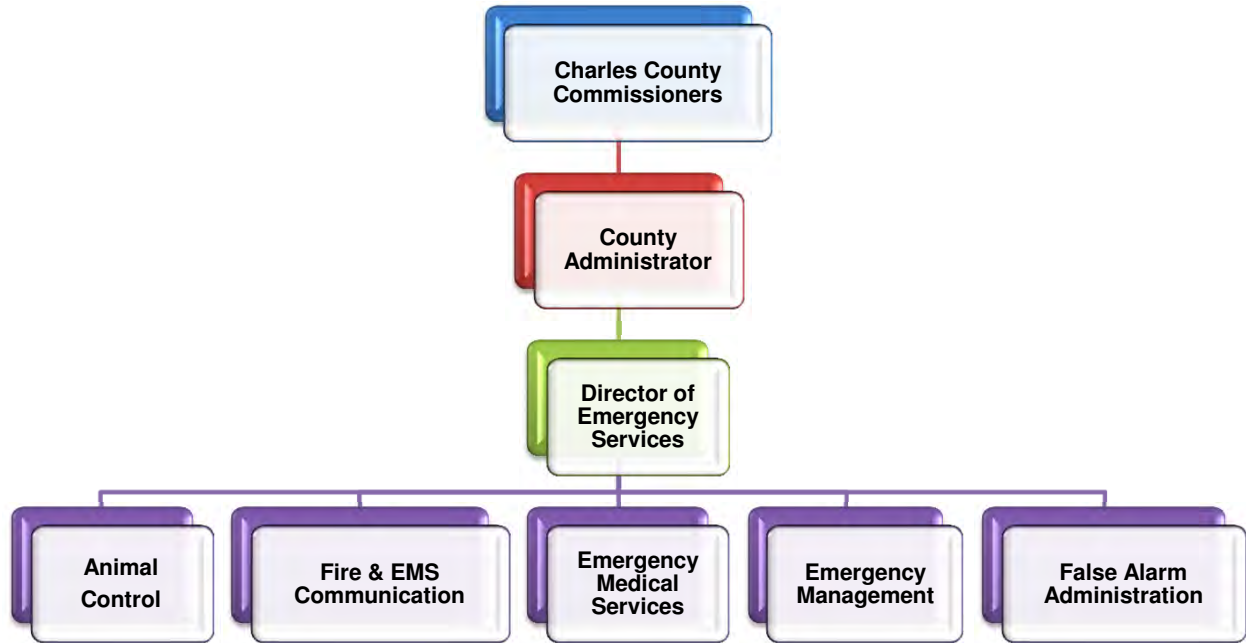
	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY16 Estimated</u>
Number of Fingerprint cards processed:	1,960	2,777	3,139	3,500	4,200

Public Safety - Emergency Services Summary

William Stephens, Director of Emergency Services
 Mailing Address: P.O. Box 2150, La Plata, MD 20646
 Physical Address: 10425 Audie Ln., La Plata, MD 20646
www.charlescountymd.gov/es/welcome

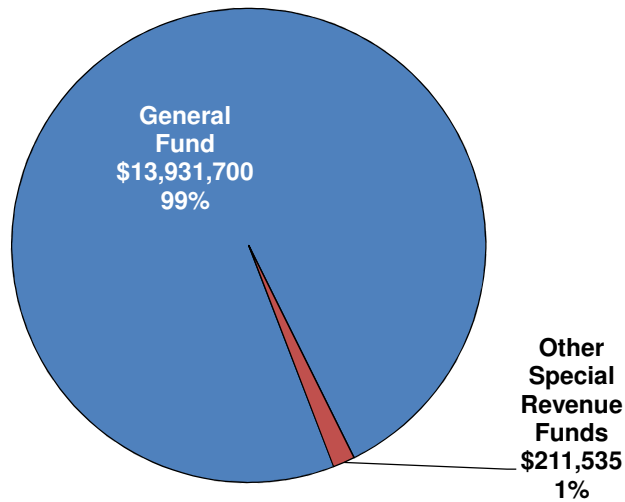
301-609-3401
 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$8,328,231	\$8,642,300	\$10,608,400	\$8,840,800	\$198,500	2.3%
Fringe Benefits	2,184,826	2,422,700	2,962,200	2,441,100	18,400	0.8%
Operating Costs	2,171,564	2,677,300	3,036,900	2,553,600	(123,700)	-4.6%
Transfers Out	118,959	96,200	96,200	96,200	0	0.0%
Total Expenditures	\$12,803,580	\$13,838,500	\$16,703,700	\$13,931,700	\$93,200	0.7%
Revenues	\$5,629,804	\$5,452,500	\$5,517,700	\$5,517,700	\$65,200	1.2%
Total Expenditures as % of Budget:	3.8%	3.9%	4.2%	3.8%		



TOTAL FY2016 DEPARTMENT BUDGET \$14,143,235

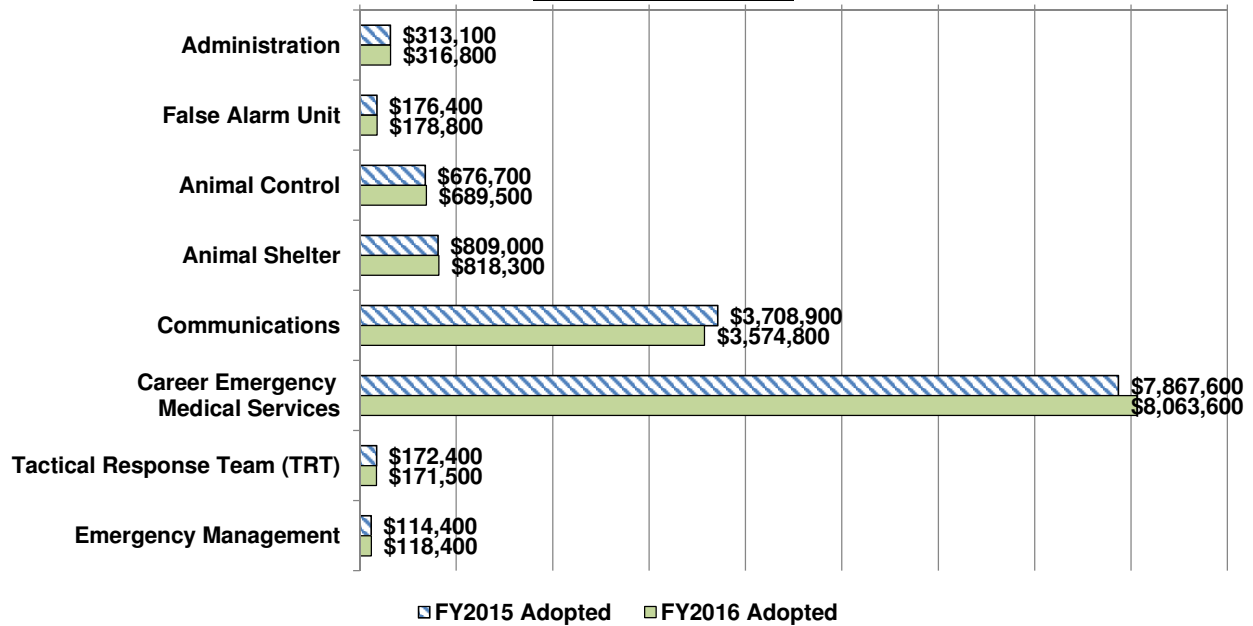
(Totals for funds other than the General Fund exclude transfers-in from the General Fund)



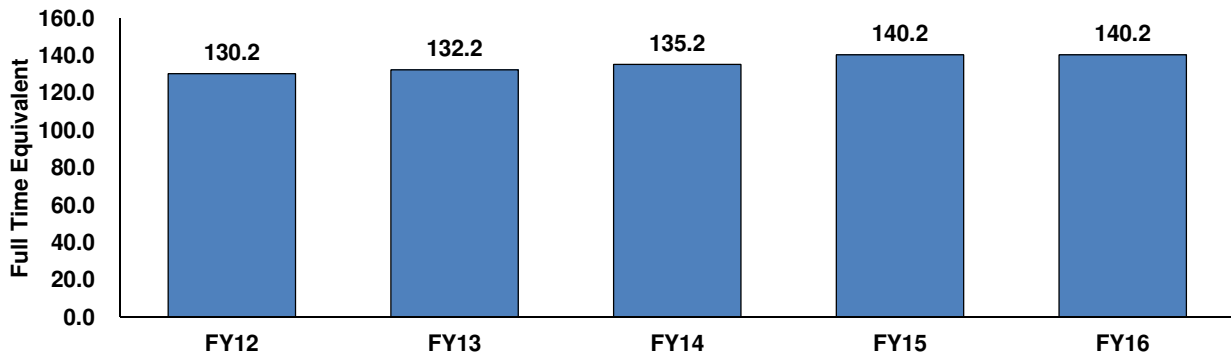
As indicated by the graph, the Department of Emergency Services is mostly funded by the General Fund.

Other Public Safety Expenditure and Staff History

GENERAL FUND



Staffing History



Positions by Program:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Administration	2.9	2.9	3.3	3.3	3.3
False Alarm Reduction Unit (FARU)	2.0	2.0	2.0	2.0	2.0
Animal Control	6.0	6.0	6.0	6.0	6.0
Animal Shelter	13.2	13.2	13.2	13.2	13.2
Fire/EMS Communications	24.7	24.7	26.7	31.7	31.7
Career Emergency Medical Services	79.1	81.1	81.1	81.1	81.1
Tactical Response Team (TRT)	1.7	1.7	1.7	1.7	1.7
Emergency Management	0.6	0.6	1.3	1.3	1.3
Total Full Time Equivalent	130.2	132.2	135.2	140.2	140.2

Public Safety

Department: Emergency Services

01.26.06

Division\Program: Administration

Fund: General

Program Administrator: William Stephens, Director of Emergency Services

www.charlescountymd.gov/es/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$219,464	\$235,600	\$286,300	\$238,700	\$3,100	1.3%
Fringe Benefits	61,181	63,400	80,300	64,000	600	0.9%
Operating Costs	9,859	14,100	108,600	14,100	0	0.0%
Transfers Out	18,758	0	0	0	0	N/A
Total Expenditures	\$309,262	\$313,100	\$475,200	\$316,800	\$3,700	1.2%
Revenues	\$314,950	\$249,000	\$254,000	\$254,000	\$5,000	2.0%

Changes and Useful Information:

- **Revenues** represent income from Tower Rentals.

Description:

The Department of Emergency Services provides eight (8) distinct areas of service for Charles County:

- 1.) The management and direction of the Charles County Emergency Management Division
- 2.) The management and direction of the Charles County 911 Communications Division.
- 3.) The management and direction of the Charles County Emergency Medical Services Division.
- 4.) The management and direction of the Charles County Animal Control Division, and the Tri-County Animal Shelter.
- 5.) The management and direction of the Charles County False Alarm Reduction Unit
- 6.) Liaison and coordination with the Maryland Emergency Management Agency and Governor's Office of Homeland Security in matters related to planning, preparedness, response, recovery and mitigation for domestic preparedness incidents impacting Homeland Security.
- 7.) The management and direction of planning, prevention, response, recovery, and mitigation activities related to Weapons of Mass Destruction and industrial/transportation hazardous materials incidents.
- 8.) Provide support of and technical consultation to the Charles County Board of Fire & Rescue.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Director of Emergency Services	1.0	1.0	1.0	1.0	1.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Part Time	1.3	1.3	1.3	1.3	1.3
Total Full Time Equivalent	3.3	3.3	3.3	3.3	3.3
Allocated to Special Revenue	(0.4)	(0.4)	0.0	0.0	0.0
Net Cost to General Fund	2.9	2.9	3.3	3.3	3.3

Public Safety

Department: Emergency Services 01.26.151
Division\Program: False Alarm Reduction Unit (FARU) Fund: General
Program Administrator: Sherry Herd, Alarm Reduction Unit Administrator
www.charlescountymd.gov/es/faru/false-alarm-reduction-unit-faru

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$108,738	\$108,000	\$108,000	\$111,000	\$3,000	2.8%
Fringe Benefits	31,815	32,800	32,200	32,700	(100)	-0.3%
Operating Costs	30,682	35,600	35,100	35,100	(500)	-1.4%
Total Expenditures	\$171,236	\$176,400	\$175,300	\$178,800	\$2,400	1.4%
Revenues	\$544,022	\$519,300	\$527,500	\$527,500	\$8,200	1.6%

Changes and Useful Information:

- **Operating Costs** were reduced for the meet current trends which offset the annual software license increase.
- **Revenues** represent fees and penalties from the False Alarm program.

Description:

Charles County police, fire and emergency medical services personnel respond to over 8,000 false alarms each year. It is estimated that Charles County's false alarm response rate has resulted in the waste of approximately 4,000 emergency personnel man hours and many thousands of dollars annually.

These unfounded alarm calls reduce the effectiveness of our emergency services and undermine their ability to respond to legitimate, critical calls. Charles County False Alarm Ordinance No. 98-48 was adopted on June 1, 1998 by the Charles County Commissioners to address this abuse and waste of emergency resources and to reduce unnecessary safety risks posed to County emergency response personnel and citizens during a false alarm response.

The False Alarm Reduction Unit (FARU) of the Charles County Department of Emergency Services was created to administer False Alarm Ordinance No. 98-48. The FARU's main function is to reduce the number of false alarms to which police, fire and emergency medical services respond to each year. The FARU:

- licenses alarm companies;
- registers alarm users;
- sends notification of false alarms and levies civil monetary penalties for excessive false alarms to alarm users;
- provides advance notification to alarm users and alarm companies of applicable registration renewal dates;
- ensures that appropriate inspections and upgrades of alarm systems occur;
- administers the False Alarm Appeals Process;
- develops and administers a public information program to educate alarm system users on provisions of the False Alarm Ordinance and the proper maintenance and use of alarm systems;
- assist in the goal to reduce false alarms in Charles County.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
False Alarm Reduction Unit Administrator	1.0	1.0	1.0	1.0	1.0
Office Associate III	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	2.0	2.0	2.0	2.0	2.0

Objectives & Measurements:

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY16 Estimated</u>
<i><u>Objective #1: To maximize public awareness of false alarm issues and reduce their impact on our local emergency response personnel (Police, Fire and Emergency Medical Services).</u></i>					
Ratio of False Alarms per Registered User	0.41	0.39	0.38	0.39	0.38

Public Safety

Department: Emergency Services 01.26.27
Division\Program: Animal Control Fund: General
Program Administrator: Edward Tucker, Chief of Animal Control
www.charlescountymd.gov/es/animalcontrol/animal-control

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$392,644	\$408,400	\$410,600	\$419,600	\$11,200	2.7%
Fringe Benefits	135,921	142,600	144,700	145,900	3,300	2.3%
Operating Costs	127,384	125,700	124,000	124,000	(1,700)	-1.4%
Total Expenditures	\$655,948	\$676,700	\$679,300	\$689,500	\$12,800	1.9%
Revenues	\$29,070	\$29,900	\$29,400	\$29,400	(\$500)	-1.7%

Changes and Useful Information:

- **Personal Services** includes additional funding for overtime to current trends. Overtime costs have increased due to the work associated with unscheduled hold over and call out hours.
- **Operating Costs** were reduced for the FY 2015 one time cost to replace three Body Armor/Bullet Proof Vests.
- **Revenues** represent animal licenses and dog fines.

Description:

Animal Control Officers are sworn Peace Officers commissioned by The Charles County Commissioners under the authority of the Annotated Code of Maryland. A synopsis of the primary duties and responsibilities that a Charles County Animal Control Officer follows:

- Enforcement of all County and State Laws, Ordinances and Regulations relevant to domestic animals including livestock and wild animals kept in captivity. This is to include criminal animal cruelty investigations on these types of
- Provide 24 hour emergency services for the rescue of injured animals and public safety situations, 365 days a year.
- Issue citations for violations of animal regulations, prepare and file applications for charging document with the District Court Commissioner, serve and respond to Court and Animal Matters Board meetings and summonses.
- Chemically tranquilize and impound animals posing a threat to public safety that cannot be captured by more conventional means.
- Conduct inspections of and issue licenses to all Commercial Animal Establishments in Charles County.
- Perform vehicular and foot patrols in the performance of these duties.
- Conduct periodic Rabies Vaccination clinics to assist in controlling the spread of Rabies through the domestic pet population.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Chief of Animal Control Services	1.0	1.0	1.0	1.0	1.0
Animal Control Officer	4.0	4.0	4.0	4.0	4.0
Office Associate III	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	6.0	6.0	6.0	6.0	6.0

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Objective: To ensure that the public and animal needs are being met while keeping costs to a minimum and to identify areas for specialized training.

# of CAD Events	5,832	5,646	7,053	7,500	7,600
# of Neglect & Cruelty Investigations	625	695	714	720	725
# of Animals Impounded/Transported	5,659	5,185	4,689	4,800	4,900

Public Safety

Department: Emergency Services 01.26.28
Division\Program: Animal Shelter Fund: General
Program Administrator: Kim Stephens, Animal Shelter Supervisor
www.charlescountymd.gov/es/animalshelter/tri-county-animal-shelter

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$416,397	\$458,800	\$564,300	\$473,800	\$15,000	3.3%
Fringe Benefits	122,495	151,900	190,000	144,900	(7,000)	-4.6%
Operating Costs	159,464	198,300	202,600	199,600	1,300	0.7%
Total Expenditures	\$698,355	\$809,000	\$956,900	\$818,300	\$9,300	1.1%
Revenues	\$447,976	\$539,000	\$533,900	\$533,900	(\$5,100)	-0.9%

Changes and Useful Information:

- **Operating Costs** were adjusted to meet current trends, as well as, to provide additional funding for annual workshops to be conducted through the Humane Society Academy on topics such as Compassion Fatigue, Team Building and Communication skills workshops for staff.
- The Animal Shelter is a Tri-County effort. **Revenues** represent funding from St. Mary's and Calvert Counties and Boarding fees.

Description:

The Tri-County Animal Shelter (TCAS) serves the 254,000 plus citizens of Charles, Calvert and St. Mary's Counties. These three counties consist of 1,134 square miles. Over 10,000 animals were received by the Tri-County Animal Shelter in FY 2013. The Tri-County Animal Shelter receives stray and unwanted animals. The Shelter then attempts to ascertain the identity of the owner of these animals and may release the animals to them after payment of the mandated fees. If the animal is unwanted or unredeemed in accordance with State, County and Shelter regulations, it may then be placed for adoption/rescue. The Tri-County Animal Shelter may euthanize unredeemed, unwanted or diseased animals. The Tri-County Animal Shelter also acts as the Tri-County region's rabies quarantine center. The Shelter holds animals under the guidelines of the Health Departments and if deemed a necessity will euthanize suspected carriers of rabies for testing at State labs.

The Tri-County Animal Shelter shall continue to provide humane treatment of all animals, at all times, under its care. All citizens coming in contact with the Tri-County Animal Shelter shall continue to be treated with courtesy and consideration.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Animal Shelter Supervisor	1.0	1.0	1.0	1.0	1.0
Animal Shelter Attendant II	1.0	1.0	1.0	1.0	1.0
Animal Shelter Attendant	3.0	3.0	3.0	3.0	3.0
Animal Shelter Technician	3.0	3.0	3.0	3.0	3.0
Office Associate II	1.0	1.0	1.0	1.0	1.0
Animal Shelter Services/Clerical Assistant	1.0	1.0	1.0	1.0	1.0
Animal Shelter Van Driver	0.7	0.7	0.7	0.7	0.7
Part-time Positions	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	13.9	13.9	13.8	13.8	13.8
Allocated to Special Revenue	(0.7)	(0.7)	(0.7)	(0.7)	(0.7)
Net Cost to General Fund	13.2	13.2	13.2	13.2	13.2

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: Tracking the number of animals processed allows management to assess the effectiveness of the community outreach and spay/neuter programs.</i>					
# of Animals Processed	11,120	10,049	8,987	9,100	9,100
Average Daily Population of dogs and cats	179	161	158	164	161
# of Adoptable/Rescueable/Reclaimable Animals	10,772	9,243	8,349	8,500	8,500
# of Animals Adopted	946	778	847	875	875
# of Animals Rescued	2,597	3,521	3,164	3,100	3,100
# of Animals Reclaimed	1,078	930	960	950	950

Public Safety

Department: Emergency Services 01.26.29
Division\Program: Fire/EMS Communications Fund: General
Program Administrator: Tony W. Rose, Chief of Fire/EMS Communications
www.charlescountymd.gov/es/communications/fire-and-ems-communications

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$1,564,614	\$1,782,500	\$1,811,000	\$1,829,000	\$46,500	2.6%
Fringe Benefits	447,640	582,000	538,600	541,000	(41,000)	-7.0%
Operating Costs	1,047,381	1,344,200	1,204,600	1,204,600	(139,600)	-10.4%
Transfers Out	184	200	200	200	0	0.0%
Total Expenditures	\$3,059,819	\$3,708,900	\$3,554,400	\$3,574,800	(\$134,100)	-3.6%
Revenues	\$1,045,190	\$1,090,000	\$1,090,000	\$1,090,000	\$0	0.0%

Changes and Useful Information:

- The **Fringe Benefits** decrease is a result of the change in the annual required contribution for the Dispatchers who are part of the Sheriff's Officers Pension plan.
- Operating Costs** were adjusted for the following reasons:
 - To cover the increase in maintenance costs due to the addition of ninth communication channel to the 800 MHz radio system.
 - To add a second beacon to the Waldorf and Indian Head towers which is required by the Federal Aviation Administration (FAA).
 - To purchase two radio system antennas and to test a remote generator power at radio sites.
 - Due to increased staff, the Division received additional Training and Uniform funding.
 - One time costs and other line items were reduced to offset these increases.
- Revenues** represent primarily from Local 911 fees.

Description:

The function of this division is to process emergency and non-emergency requests for public safety assistance and then coordinate the response of appropriate resources to resolve the situation. It is the goal of this division to provide this service through the establishment, implementation and application of a number of programs designed to facilitate the prompt and efficient delivery of emergency services.

Such programs include "911 Addressing" which is intended to identify, verify, and assign an address to all new and existing residences in Charles County thereby creating a physical location database.

Other programs include Enhanced 911, Reverse 911, Computer Aided Dispatch, Automatic Fire/Intrusion Alarm monitoring, Emergency Medical Dispatch/Pre-Arrival Instructions, Severe Weather Alerting, Public Education, Road Name Approvals, management & operation of Public Safety/Service Radio System & associated infrastructure and administrative support to Fire/EMS associations.

Personnel are on duty twenty four hours per day, seven days a week. Staff is responsible for the direction, administration, configuration, and the operation of the Charles County 911 system and the emergency communications system.

Positions:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Fire/EMS Communications	1.0	1.0	1.0	1.0	1.0
Asst. Chief of Fire/EMS Communications	1.0	1.0	1.0	1.0	1.0
Radio System Support Supervisor	0.0	0.0	1.0	1.0	1.0
Training / Quality Assurance Captain	0.0	0.0	1.0	1.0	1.0
Communications Supervisor	5.0	5.0	5.0	5.0	5.0
Dispatcher I & II	15.0	15.0	15.0	20.0	20.0
Database Specialist (GIS)	1.0	1.0	1.0	1.0	1.0
Database Specialist (CAD)	1.0	1.0	1.0	1.0	1.0
Part Time Position	0.7	0.7	0.7	0.7	0.7
Total Full Time Equivalent	24.7	24.7	26.7	31.7	31.7

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>

Objective: Through management of the 911 Fire/EMS Communications Division, coordinate and provide 24-hour-a-day emergency Fire and Emergency Medical Services (EMS) response, manage emergency communications systems, administer and deliver 911 services, 911 Addressing, Public Safety GIS services, EOC support, QA/QI, maintain staff / Center proficiency by continues training and certification to national standards, promotion of public awareness regarding proper use of 911 services.

Number of 911 Calls Received	74,866	73,182	72,231	75,000	80,000
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Public Safety

Department: Emergency Services 01.26.97
Division\Program: Career Emergency Medical Services Fund: General
Program Administrator: John Filer, Chief of Emergency Medical Services
www.charlescountymd.gov/es/ems/emergency-medical-services-ems

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$5,516,541	\$5,570,400	\$6,775,300	\$5,687,300	\$116,900	2.1%
Fringe Benefits	1,362,938	1,438,900	1,791,000	1,499,700	60,800	4.2%
Operating Costs	720,335	858,300	1,125,000	876,600	18,300	2.1%
Total Expenditures	\$7,599,815	\$7,867,600	\$9,691,300	\$8,063,600	\$196,000	2.5%
Revenues	\$3,229,927	\$3,025,300	\$3,082,900	\$3,082,900	\$57,600	1.9%

Changes and Useful Information:

- The **Operating Costs** budget was increased due to the following reasons:
 - An increase in the Billing Contract based on EMS service collections.
 - The Medical Expenses budget was increased to provide physicals for 82 employees.
 - Wireless PC Connection budget was adjusted to cover the wireless costs for tough pads that no longer funded by a grant and to provide additional wireless funding for a tablet that the Division is purchasing as a spare.
- Revenues** represents the revenue equivalent of one cent on the property tax rate and fees from EMS services.

Description:

The Emergency Medical Services Division of the Department of Emergency Services was created in July 2001 to provide Advanced Life Support (ALS), and when needed to augment the volunteer stations in providing Basic Life Support (BLS) services from various stations within the county. Career EMS personnel are currently deployed and provide 24/7 EMS services as follows:

EMS 3 - Waldorf	EMS 8 - Tenth District (Marbury)
EMS 12 - Westlake/Waldorf	EMS 14 - Newburg
EMS 51 - La Plata	EMS 2- Hughesville
EMS 11- Bryan's Road	Charles County Mobile Intensive Care Unit
CCSO District III - EMS Supervisor in Chase Vehicle	
EMS 16 - La Plata - EMS Supervisor in Chase Vehicle	

Positions:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Emergency Medical Services	1.0	1.0	1.0	1.0	1.0
Asst. Chief of Emergency Medical Services	1.0	1.0	1.0	1.0	1.0
EMS Captain	2.0	2.0	2.0	2.0	2.0
Paramedic Supervisor/Lieutenant	8.0	8.0	8.0	8.0	8.0
Paramedics	36.0	38.0	38.0	36.0	38.0
Emergency Medical Tech.	28.0	28.0	28.0	30.0	28.0
Part Time Help	3.1	3.1	3.1	3.1	3.1
Total Full Time Equivalent	79.1	81.1	81.1	81.1	81.1

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: To provide Advanced Life Support Emergency Medical Services to all residents of the county within nine (9) minutes or less 90% of the time and Basic Life Support Emergency Medical Services within ten (10) minutes of less 80% of the time.</i>					
Responses by Career EMS	11,903	12,290	13,188	13,800	13,800
Responses by Volunteer Companies	<u>10,032</u>	<u>10,207</u>	<u>9,040</u>	<u>9,800</u>	<u>9,800</u>
Total Number of Responses	21,935	22,497	22,228	23,600	23,600
Percent of Responses by Career EMS	54%	55%	59%	58%	58%
Transports by Career EMS	6,832	7,194	7,055	7,800	7,800
Transports by Volunteer Companies	<u>4,438</u>	<u>4,497</u>	<u>3,612</u>	<u>4,200</u>	<u>4,200</u>
Total Number of Transports*	11,270	11,691	10,667	12,000	12,000
Percent of Transports by Career EMS	61%	62%	66%	65%	65%

*Transports data includes both ALS and BLS patient transports.

Public Safety

Department: Emergency Services 01.26.86
Division\Program: Tactical Response Team (TRT) Fund: General
Program Administrator: John Filer, Chief of Emergency Medical Services
www.charlescountymd.gov/es/ems/tactical-response-team

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$93,926	\$68,800	\$642,700	\$68,800	\$0	0.0%
Fringe Benefits	18,734	7,200	181,200	7,800	600	8.3%
Operating Costs	71,867	96,400	224,300	94,900	(1,500)	-1.6%
Total Expenditures	\$184,527	\$172,400	\$1,048,200	\$171,500	(\$900)	-0.5%
Revenues	\$18,670	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- The FY 2016 **Operating Costs** budget was reduced to current trends.

Description:

The Tactical Response Team Division of the Department of Emergency Services was created in December 2003 to support planning, prevention, response and mitigation activities related to Chemical, Biological, Radiological, Nuclear and Explosive Weapons of Mass Destruction and industrial/transportation hazardous materials incidents. This program is a mandated capability pursuant to local, regional, and state level Homeland Security directives.

Funding is used for operations, training, equipment maintenance, upkeep and replacement, and the acquisition of special detection/mitigation technology.

Positions:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Part Time	1.7	1.7	1.7	1.7	1.7
Total Full Time Equivalent	1.7	1.7	1.7	1.7	1.7

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: To provide an all-hazards response, mitigation, protection and support solution to hazardous materials, specialized rescue, chemical, biological, radiological, nuclear, and explosive incidents.</i>					
Responses by Tactical EMS	92	134	139	140	140
Responses by Hazmat Team	248	244	240	276	280

Public Safety

Department: Emergency Services 01.26.89
Division\Program: Emergency Management Fund: General
Program Administrator: Michelle Lilly, Chief of Emergency Management
www.charlescountymd.gov/es/em/emergency-management

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$15,906	\$9,800	\$10,200	\$12,600	\$2,800	28.6%
Fringe Benefits	4,102	3,900	4,200	5,100	1,200	30.8%
Operating Costs	4,593	4,700	12,700	4,700	0	0.0%
Transfers Out	100,017	96,000	96,000	96,000	0	0.0%
Total Expenditures	\$124,618	\$114,400	\$123,100	\$118,400	\$4,000	3.5%

Changes and Useful Information:

- The **Transfers Out** budget is the County's local match for the Emergency Management Performance Grant.

Description:

The Emergency Management Division of the Department of Emergency Services is responsible to develop, coordinate and promote a comprehensive emergency management program incorporating planning, preparedness, response, and recovery activities relative to emergency or disasters.

The division's primary responsibility is the development and maintenance of the County's basis emergency operations plan which provides a framework for the coordination of emergency response activities across a broad spectrum of disciplines and agencies.

Other responsibilities include public education and information, promotion of mitigation activities, liaison and collaboration with local, state and federal governmental agencies, for profit and nonprofit public and private institutions and volunteer organizations, as well as other activities related to the establishment of a comprehensive emergency management program.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Chief of Emergency Management	1.0	1.0	1.0	1.0	1.0
Emergency Services Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	2.0	2.0	2.0	2.0	2.0
Allocated to Special Revenue	(1.4)	(1.4)	(0.8)	(0.8)	(0.8)
Net Cost to General Fund	0.6	0.6	1.3	1.3	1.3

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
Number of Emergency Response Events	31	37	13	45	45

Department: Volunteer Fire Protection & Emergency Medical Services 01.10
Division\Program: Charles Co. Volunteer Fireman's Association (CCVFA) & Charles Co. Assoc. of Emergency Medical Svcs. (CCAEMS) Fund: General
Program Administrator: George Hayden, CCVFA President / Bill Deer, CCAEMS President
www.charlescountymd.gov/maps/volunteer-fire-and-ems

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$9,692	\$9,000	\$13,700	\$13,700	\$4,700	52.2%
Total Expenditures	\$9,692	\$9,000	\$13,700	\$13,700	\$4,700	52.2%

Changes and Useful Information:

- The **Operating Costs** budget is to fund water & sewer fees for the following facilities: Waldorf Volunteer Fire Department, Benedict Volunteer Fire Department, Charles County Mobile Intense Care Unit, Bryans Road Volunteer Fire Department, Potomac Heights Volunteer Fire Department and Cobb Island Volunteer Fire Department & EMS.
- The **Operating Costs** budget was adjusted to reflect current activity.

Description:

Per October 17, 1994 County Commissioner minutes, Water & Sewer Fees for Fire, Rescue, and EMS facilities are to be waived. When the County waives water & sewer fees, the General Fund bares the responsibility of funding these costs.

Debt

Department: Debt Service 01.18
Division\Program: Fiscal & Administrative Services Fund: General
Program Administrator: David Eicholtz, Director of Fiscal & Administrative Services

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$81,262	\$206,300	\$206,300	\$202,900	(\$3,400)	-1.6%
Debt Service	20,137,526	21,048,600	23,990,500	23,185,300	2,136,700	10.2%
Transfers Out	368,300	451,200	482,900	482,900	31,700	7.0%
Total Expenditures	\$20,587,087	\$21,706,100	\$24,679,700	\$23,871,100	\$2,165,000	10.0%
Revenues	\$874,514	\$2,792,100	\$2,806,900	\$2,806,900	\$14,800	0.5%

Changes and Useful Information:

- **Revenues** includes bond premium fund balance and other dedicated revenues.

Description:

This department is used to account for the annual General Fund principal, interest, and bond expenses associated with general obligation bonds and capital lease agreements. Debt service requirements are reviewed periodically in order to maintain a strong fiscal position relative to infrastructure financing.

A breakdown of the annual debt service payment by function is listed below:

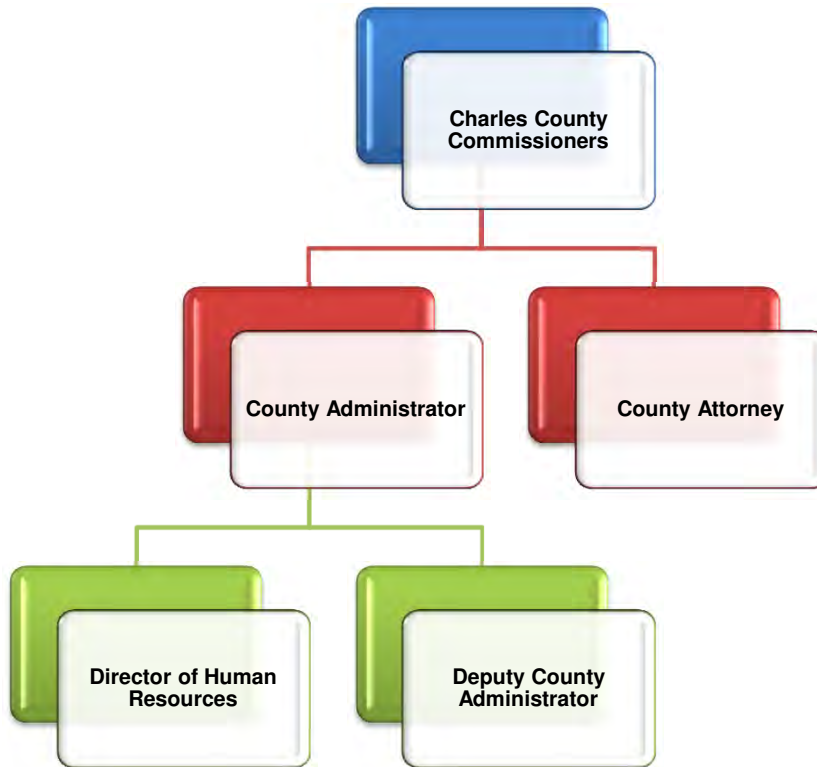
	FY2014 Actual	FY2015 Adopted	FY2016 Adopted	\$ Change from FY2015	% Chg.
Bonds					
Board Of Education	\$3,719,887	\$3,692,400	\$3,673,100	(\$19,300)	-0.5%
College of Southern Maryland	1,289,914	1,360,300	1,574,400	214,100	15.7%
General Government	4,929,371	4,721,300	4,627,100	(94,200)	-2.0%
Public Safety	2,208,526	1,824,800	1,711,300	(113,500)	-6.2%
Transportation	6,811,270	7,591,100	8,380,300	789,200	10.4%
Miscellaneous	84,291	99,500	99,500	0	0.0%
Bond Principal & Interest	\$19,043,259	\$19,289,400	\$20,065,700	\$776,300	4.0%
Leases					
Public Works - Facilities	\$361,750	\$357,000	\$477,700	\$120,700	33.8%
Emergency Services	251,656	397,100	551,500	154,400	38.9%
Fiscal & Administrative Services	67,958	4,400	6,100	1,700	38.6%
Community Services	6,683	7,800	10,500	2,700	34.6%
General Government	5,155	5,100	5,000	(100)	-2.0%
Sheriff	363,041	803,000	1,468,200	665,200	82.8%
Volunteer Fire & EMS	0	143,300	555,600	412,300	287.7%
Library	5,535	5,500	5,500	0	0.0%
Other Agencies	32,488	36,000	39,500	3,500	9.7%
Capital Lease Principal & Interest	\$1,094,266	\$1,759,200	\$3,119,600	\$1,360,400	77.3%
Transfer to Enterprise Fund	\$368,300	\$451,200	\$482,900	\$31,700	7.0%
Operating Costs	\$81,262	\$206,300	\$202,900	(\$3,400)	-1.6%
Total	\$20,587,087	\$21,706,100	\$23,871,100	\$2,165,000	10.0%

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Actual	FY16 Estimated
<i>Objective: To maintain or improve the County's bond rating. The higher the rating, the lower the interest rate will be on County issued bonds; which translates into less revenue needed to meet the costs.</i>					
Standard & Poor's	AA	AA	AA+	AAA	AAA
Moody's Investors Service	Aa2	Aa1	Aa1	Aa1	Aa1
Fitch Investors Service	AA+	AA+	AAA	AAA	AAA

General Government Summary

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$5,630,556	\$6,599,300	\$7,297,100	\$7,005,000	\$405,700	6.1%
Fringe Benefits	2,246,523	3,975,200	4,401,700	4,230,700	255,500	6.4%
Operating Costs	3,800,006	4,272,900	4,409,300	4,405,000	132,100	3.1%
Transfers Out	327,632	394,900	421,500	421,500	26,600	6.7%
Agency Funding	752,729	761,000	1,011,000	1,011,000	250,000	32.9%
Capital Outlay	45,641	26,400	26,400	26,400	0	0.0%
Total Expenditures	\$12,803,085	\$16,029,700	\$17,567,000	\$17,099,600	\$1,069,900	6.7%
Total Expenditures as % of Budget:	3.8%	4.5%	4.4%	4.7%		
Revenues	\$502,115	\$532,600	\$535,400	\$535,400	\$2,800	0.5%

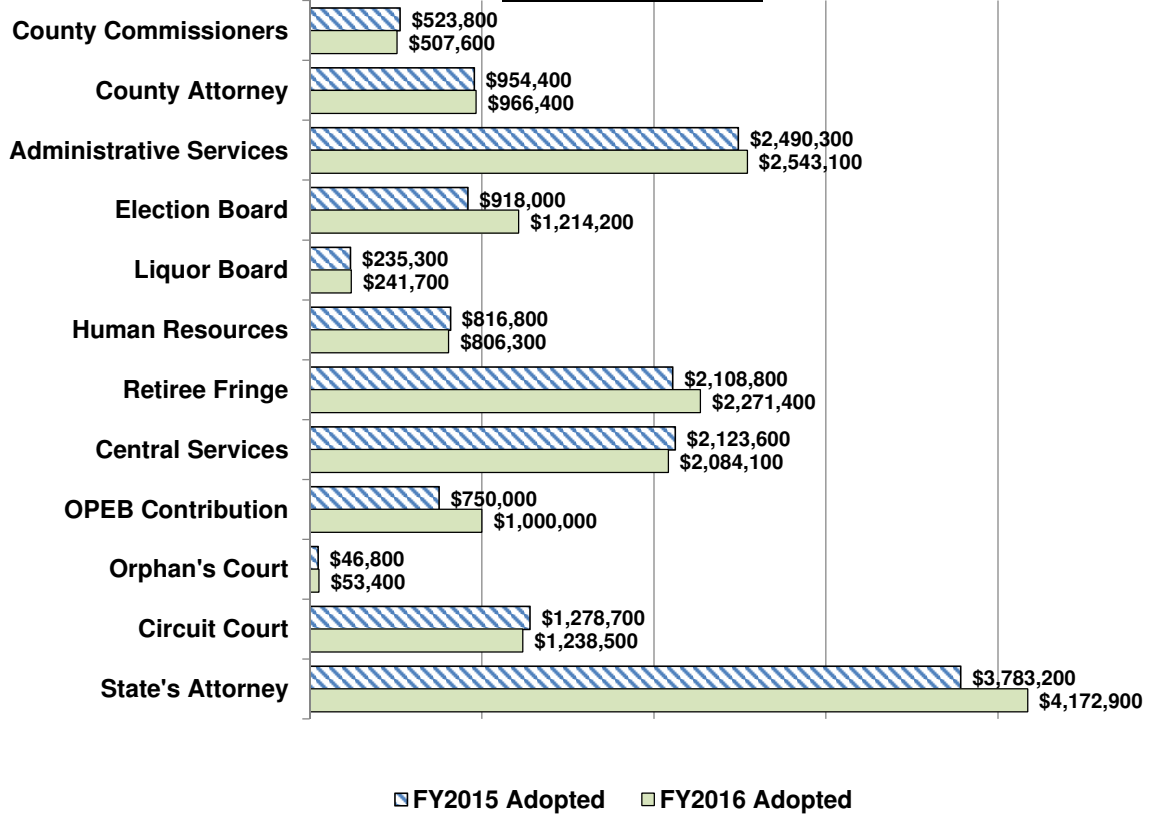


General Government Agencies which receive County funding:

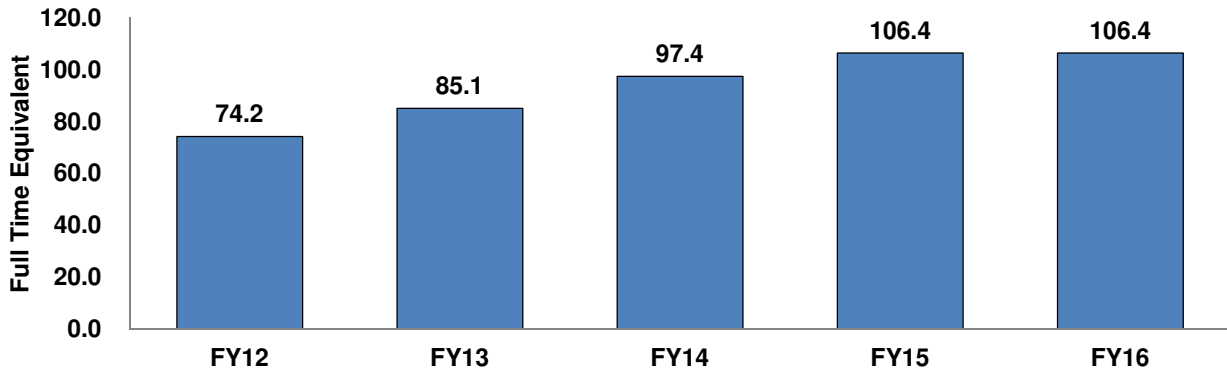
- | | |
|------------------|---|
| State's Attorney | Orphan's Court |
| Election Board | Circuit Court |
| Liquor Board | State Department of Assessments & Taxation Cost Share |

General Government Expenditure and Staff History

GENERAL FUND



Staffing History



Positions by Program:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
County Commissioners	5.0	5.0	5.0	5.0	5.0
County Attorney	7.1	8.0	8.0	8.0	8.0
Administrative Services	15.6	19.8	23.0	24.0	24.0
Liquor Board	1.9	1.9	1.9	1.9	1.9
Human Resources	7.0	8.0	8.0	8.0	8.0
Circuit Court	15.9	14.2	14.2	14.2	14.2
State's Attorney	21.8	28.4	37.4	45.4	45.4
Total Full Time Equivalent	74.2	85.1	97.4	106.4	106.4

General Government

Department: Board of County Commissioners 01.01
Division\Program: Board of County Commissioners Fund: General
Program Administrator: Peter F. Murphy, Ken Robinson; Debra Davis, Bobby Rucci, Amanda Stewart
www.charlescountymd.gov/commissioners/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$250,962	\$251,000	\$251,000	\$251,000	\$0	0.0%
Fringe Benefits	89,925	91,900	75,700	75,700	(16,200)	-17.6%
Operating Costs	155,894	180,900	180,900	180,900	0	0.0%
Total Expenditures	\$496,782	\$523,800	\$507,600	\$507,600	(\$16,200)	-3.1%

Description:

The County Commissioners are responsible for establishing executive and legislative policy for the County Government and its related agencies. Through an annual budget process, they establish spending levels for each of the major departments/agencies and adopt tax rates and other fees/charges to support the approved budget(s). They ensure that the government is operated in an open and accessible environment, is based on a comprehensive long/short term planning and has an appropriate managerial staff tempered by fiscal responsibility.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
County Commissioners Office:					
President	1.0	1.0	1.0	1.0	1.0
Members	4.0	4.0	4.0	4.0	4.0
Total Full Time Equivalent	5.0	5.0	5.0	5.0	5.0

General Government

Department: County Attorney 01.16
Division\Program: County Attorney Fund: General
Program Administrator: Elizabeth D. Theobalds, Esq., Acting County Attorney
www.charlescountymd.gov/coattny/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$551,577	\$624,200	\$642,100	\$637,400	\$13,200	2.1%
Fringe Benefits	150,212	170,900	182,500	169,700	(1,200)	-0.7%
Operating Costs	289,214	159,300	159,300	159,300	0	0.0%
Total Expenditures	\$991,003	\$954,400	\$983,900	\$966,400	\$12,000	1.3%

Description:

The Office of the County Attorney is responsible for all legal affairs of County government. Legal advice and representation regarding a wide range of County issues is provided for the County Commissioners, County Administrator, Department Directors, and all County agencies, boards and commissions. Significant areas of practice include: Land Use, Planning & Zoning, Emergency & Public Safety, Procurement & Contract review and Drafting, Civil litigation, Human Resources, Legal Opinions, Legislation, Resolutions, Administrative Law, Ethics, Public Information & Open Meetings Act, Housing & Community Services Programs, Public Utilities, Water & Sewer Infrastructure, Financing, Construction & Operation, Transportation, Property Acquisition & highway planning and construction, Real Estate Law, Collections & Public Finance Laws, Environmental Law & Constitutional Law , and Parliamentary Procedure.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
County Attorney	1.0	1.0	1.0	1.0	1.0
Deputy County Attorney	1.0	1.0	1.0	1.0	1.0
Assistant County Attorney I-II	2.6	2.6	2.6	2.6	2.6
Legal Office Administrator	0.5	0.5	0.5	0.5	0.5
Paralegal Supervisor	1.0	1.0	1.0	1.0	1.0
Legal Assistant III	2.0	2.0	2.0	2.0	2.0
Part Time	0.0	0.6	0.6	0.6	0.6
Total Full Time Equivalent	8.1	8.8	8.8	8.8	8.8
Allocated to Capital Projects	(1.0)	(0.8)	(0.8)	(0.8)	(0.8)
Net Cost to General Fund	7.1	8.0	8.0	8.0	8.0

Objectives & Measurements:

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY16 Estimated</u>
Documents/matters received for legal	4,464	6,284	8,700	8,700	8,700
Litigation/enforcement actions/complaints	1,626	1,232	992	1,050	1,100
Permits Issued	499	480	415	410	410

General Government

Department: Administrative Services 01.03.13
Division\Program: Commissioner Office Administration Fund: General
Program Administrator: Board of County Commissioners/, Michael D. Mallinoff, County Administrator
www.charlescountymd.gov/commissioners/clo/citizens-liaison-office
www.charlescountymd.gov/coadmin/clerk/clerk-commissioners

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$333,621	\$375,300	\$355,800	\$364,800	(\$10,500)	-2.8%
Fringe Benefits	79,498	93,300	112,900	113,600	20,300	21.8%
Operating Costs	12,544	17,600	16,100	16,100	(1,500)	-8.5%
Total Expenditures	\$425,663	\$486,200	\$484,800	\$494,500	\$8,300	1.7%

Changes and Useful Information:

- **Operating Costs** were adjusted to recent trends.

Description:

The Commissioner Office Administration provides administrative support to the Commissioners.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Citizens' Liaison	1.0	1.0	1.0	0.0	0.0
Executive Office Manager	0.0	0.0	1.0	1.0	1.0
Clerk to the Commissioners	1.0	1.0	1.0	1.0	1.0
Exec. Asst. to the Commissioner President	1.0	1.0	0.0	1.0	1.0
Commissioner Specialist - Scheduler	1.0	1.0	1.0	1.0	1.0
Commissioner Specialist	1.0	1.0	1.0	1.0	1.0
Office Associate III	1.0	1.0	1.0	1.0	1.0
Part Time Help	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	6.6	6.6	6.6	6.6	6.6

General Government

Department: Administrative Services 01.03.06
Division\Program: Administration Fund: General
Program Administrator: Michael D. Mallinoff, County Administrator
www.charlescountymd.gov/coadmin/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$415,931	\$507,600	\$579,200	\$586,700	\$79,100	15.6%
Fringe Benefits	112,388	145,800	168,200	169,100	23,300	16.0%
Operating Costs	7,881	187,700	117,700	117,700	(70,000)	-37.3%
Total Expenditures	\$536,199	\$841,100	\$865,100	\$873,500	\$32,400	3.9%

Changes and Useful Information:

- The rise in **Personal Services** and **Fringe Benefits** is due to the full year impact of the new FY 2015 Waldorf Urban Redevelopment Corridor (WURC) Administrative Coordinator position and leave payout from the previous County Administrator.
- **Operating Costs** related to the WURC program were decreased to fund the full year impact of the WURC Administrative Coordinator.

Description:

The County Administrator is responsible for daily planning, directing, and reviewing of all operations within the county government. Overall supervision of departmental actions, personnel matters, budgetary and fiscal procedures and administrative functions are also performed. Reviews with staff and recommends department needs and requirements; defines proposals, and recommends appropriate action to the Board of County Commissioners. Prepares and supervises preparation of special studies and reports as requested by the Board.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
County Administrator	1.0	1.0	1.0	1.0	1.0
Deputy County Administrator	1.0	1.0	1.0	1.0	1.0
Executive Assistant to the Co. Admin.	1.0	1.0	1.0	1.0	1.0
WURC Manager	0.0	0.0	1.0	1.0	1.0
WURC Administrative Coordinator	0.0	0.0	0.0	1.0	1.0
Total Full Time Equivalent	3.0	3.0	4.0	5.0	5.0

General Government

Department: Administrative Services 01.03.90
Division\Program: Security Fund: General
Program Administrator: Deborah Hall, Deputy County Administrator / John McConnell, Security Building Officer

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$104,292	\$114,000	\$142,500	\$119,200	\$5,200	4.6%
Fringe Benefits	17,166	18,300	44,500	19,000	700	3.8%
Operating Costs	1,968	7,200	4,900	4,900	(2,300)	-31.9%
Total Expenditures	\$123,426	\$139,500	\$191,900	\$143,100	\$3,600	2.6%

Changes and Useful Information:

- The **Operating Costs** decrease is due to one time costs to purchase a replacement I.D. Card Printer in FY15.

Description:

The Security Division, under the supervision of the Deputy County Administrator, is responsible for the safety and security of persons, equipment and facilities on all County Government property.

The work involves inspecting County Property and buildings for security and making necessary recommendations for improvements in security. It also involves physical protection responsibilities which include asset protection, workplace violence prevention, access control systems, video surveillance, and other security related issues.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Security Building Officer	1.0	1.0	1.0	1.0	1.0
Part-Time	1.9	1.9	1.9	1.9	1.9
Total Full Time Equivalent	2.9	2.9	2.9	2.9	2.9

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
Visitors to Government Building	38,029	36,165	36,192	36,000	36,000
Security Incidents	0	0	0	0	0

General Government

Department: Administrative Services

01.03.141

Division\Program: Media

Fund: General

Program Administrator: Deborah Hall, Deputy County Administrator

www.charlescountymd.gov/coadmin/pio/public-information-office

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$11,630	\$15,200	\$0	\$0	(\$15,200)	-100.0%
Total Expenditures	\$11,630	\$15,200	\$0	\$0	(\$15,200)	-100.0%

Changes and Useful Information:

- The FY2016 **Operating Costs** expenditures were moved to the Cable TV/I-Net Fund.

Description:

The Media Office facilitates the communication of information to internal and external customers with the goal of improving citizen perception, bolstering public understanding, support, and confidence, and encouraging citizen participation. The Office maintains and promotes the Charles County Government brand by consistently and effectively implementing strategic marketing communications initiatives and providing creative services.

Positions:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Public Information Officer	1.0	1.0	1.0	1.0	1.0
Writer/Producer	1.0	1.0	1.0	1.0	1.0
Media Specialist	1.0	1.0	1.0	1.0	1.0
Public Information Specialist	1.0	1.0	1.0	1.0	1.0
Video Production Specialist	1.0	1.0	1.0	2.0	2.0
Communications Coordinator	0.0	0.0	0.0	1.0	1.0
Assistant Graphics Designer	0.0	0.0	0.0	1.0	1.0
Part Time Help	0.5	0.8	1.5	0.3	0.3
Total Full Time Equivalent	5.5	5.8	6.5	8.3	8.3
Allocated to Special Revenue Fund	(5.5)	(5.8)	(6.5)	(8.3)	(8.3)
Net Cost to General Fund	0.0	0.0	0.0	0.0	0.0

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: To inform the media/press/public, within 5 days, of important and relevant County Government events.</i>					
# of news releases	502	401	393	400	400
% revised	1%	1%	1%	1%	1%
# of Social Media Posts	n/a	348	1,956	2,500	2,500
# of Media Inquires	n/a	243	140	180	180

General Government

Department: Administrative Services 01.03.69
Division\Program: Tourism Fund: General
Program Administrator: Deborah Hall, Deputy County Administrator / Timothy Morgan, Chief of Tourism
www.charlescountymd.gov/coadmin/tourism/tourism-office

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$188,079	\$331,500	\$348,900	\$354,900	\$23,400	7.1%
Fringe Benefits	42,681	85,600	77,800	78,400	(7,200)	-8.4%
Operating Costs	186,569	432,800	436,600	436,600	3,800	0.9%
Transfers Out	1,500	0	0	0	0	N/A
Total Expenditures	\$418,829	\$849,900	\$863,300	\$869,900	\$20,000	2.4%

Changes and Useful Information:

- The increase in **Personal Services** was adjusted to reflect current staffing in the Tourism Office.
- The **Operating Costs** budget was increased due to the following reasons:
 - An increase Dues and Subscriptions budget to cover expenses associated with joining a trade industry association, Destination Marketing Association International (DMAI).
 - A Training budget increase to cover expenses associated with travel due to joining DMAI.

Description:

The goal of the office of Tourism is to stimulate and promote the coordinated, efficient and beneficial development of travel and tourism in Charles County, so the County can derive the economic, social and cultural benefits of travel and tourism to the fullest extent possible.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Chief of Tourism and Special Events	0.0	0.0	1.0	1.0	1.0
Tourism Marketing Coordinator	1.0	1.0	1.0	1.0	1.0
Promotions Specialist	1.0	1.0	1.0	1.0	1.0
Sales Specialist	0.0	1.0	0.0	0.0	0.0
Office Associate II	0.0	0.0	1.0	1.0	1.0
Part Time	3.2	3.2	4.5	4.5	4.5
Total Full Time Equivalent	5.2	6.2	8.5	8.5	8.5
Allocated to Special Revenue Fund	(3.2)	0.0	0.0	0.0	0.0
Net Cost to General Fund	2.0	6.2	8.5	8.5	8.5

Objectives & Measurements:

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY16 Estimated</u>
Welcome Center Visitation	32,218	31,828	33,612	34,000	35,000
Hotel / Motel Tax	\$1,066,852	\$987,960	\$912,531	\$940,000	\$949,000
Amusement / Admission Tax	\$717,118	\$796,989	\$757,375	\$842,200	\$797,200

General Government

Department: Administrative Services 01.03.52
Division\Program: Safety Fund: General
Program Administrator: Deborah Hall, Deputy County Administrator / Joane Gulvas, Safety Officer
www.charlescountymd.gov/coadmin/safety/safety-office

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$77,689	\$76,700	\$93,100	\$78,200	\$1,500	2.0%
Fringe Benefits	18,067	18,700	20,000	18,900	200	1.1%
Operating Costs	70,207	63,000	66,900	65,000	2,000	3.2%
Total Expenditures	\$165,962	\$158,400	\$180,000	\$162,100	\$3,700	2.3%

Changes and Useful Information:

- **Operating Costs** increase is due to adjusting the Safety Supplies budget to current activity.

Description:

The Safety Division is responsible for compliance with equal opportunity programs including ADA, employee safety issues, CDL drug & alcohol program, OSHA/MOSHA compliance rules, Life Safety Codes, and Worker's Compensation.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Safety Officer	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	1.0	1.0	1.0	1.0	1.0

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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OBJECTIVE: To minimize the number of work related accidents/incidents by thoroughly conducting investigations of accidents, inspection of facilities, and providing safety training to the County work force.

# of safety inspections (facility related)	35	30	20	40	25
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DRUG & ALCOHOL TESTING:

# of Commercial Driver License Drivers	74	74	74	90	85
DOT requirement alcohol testing	10%	10%	10%	10%	10%
% actual alcohol testing	26%	57%	32%	25%	25%
# of alcohol tests	19	42	24	25	25
# of tests failing the standard	0	0	0	0	0
DOT requirement drug test	50%	50%	50%	50%	50%
% actual drug testing	46%	68%	54%	50%	50%
# of drug testing	34	50	40	40	43
# of tests failing the standard	0	0	0	0	0

WORK RELATED INJURIES (This information includes Sheriff's workers comp)

# of work related injuries	52	50	38	150	75
# of work related injuries investigated	52	50	38	150	75
Average cost per work related injury claim	\$2,500	\$4,247	\$2,047	\$3.00/100 payroll	\$3.00/100 payroll
# of work days lost to related injuries*	139.5	143.0	228.0	150.0	100.0
Avg. # of work days lost per work related injury	2.68	2.86	6.00	7.00	3.00
% of work days lost	20.0%	35.0%	17.0%	21.0%	15.0%

*This figure includes Weekends & Holidays in accordance with the OSHA 300 Log Regulations which went into effect on January 1, 2002.

General Government

Department: Election Board 01.12
Division\Program: Election Board Fund: General
Program Administrator: Tracy Dickerson, Election Director
 Mailing Address: P.O. Box 2150, La Plata, MD 20646 301-934-8972 301-870-3167
 Physical Address: 201 East Charles Street, La Plata, MD 20646 800-222-VOTE
www.charlescountymd.gov/boe/welcome 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$130,343	\$174,200	\$196,400	\$196,400	\$22,200	12.7%
Fringe Benefits	3,643	14,100	16,000	16,000	1,900	13.5%
Operating Costs	679,367	729,700	1,001,800	1,001,800	272,100	37.3%
Capital Outlay	6,980	0	0	0	0	N/A
Total Expenditures	\$820,332	\$918,000	\$1,214,200	\$1,214,200	\$296,200	32.3%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** increase includes funding for temporary help at the Election Board and to provide additional judges for two early voting sites for the Primary Election held during FY 2016.
- **Operating Costs** adjustments includes the following:
 - \$54,000 for new voting equipment. Budget assumes Charles County pays 2.56% of the overall local government share of the voting equipment over the next seven years.
 - \$120,000 for new 600 voting booths and \$48,000 for 48 new carts.
 - The Rent budget was increased to rent two locations for early voting and to fund the revised rental agreement for the Election Board offices in La Plata.
 - Election Board employees are State employees and the County reimburses the State for their salary and fringe costs. The FY 2016 budget was revised to fund the anticipated reimbursement costs.
 - Printing was increased to print new manuals for election judges and funding was provided to rent cell phones for election judges to use during Election day.

Description:

The Charles County Board of Election is responsible for all National, State, and County elections. We furnish the towns, Indian Head and La Plata, certified list of voters and support for the town elections. It has the authority to make all necessary rules and regulations with reference to registration of voters and the conduct of elections. Supervisory authority rests with the State Board of Elections.

Positions:

	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
*Director	1.0	1.0	1.0	1.0	1.0
*Deputy Director	1.0	1.0	1.0	1.0	1.0
*Regional Manager	0.0	0.0	0.0	0.3	0.3
*IT specialist	1.0	1.0	1.0	1.0	1.0
*Election Supervisor	3.0	3.0	1.0	1.0	1.0
*Data Applications	0.0	0.0	2.0	2.0	2.0
*Election Clerk	0.0	0.0	1.0	1.0	1.0
Part-time positions	2.3	2.3	2.3	1.8	1.8
Total Full Time Equivalent	8.3	8.3	9.3	9.0	9.0

*State Employees who are reimbursed by the County.

Objectives & Measurements:

	'10 General Election	12 Primary* Election	12 General Election	14 Primary* Election	14 General Election
Total Registered Voters	89,989	77,071	97,687	99,857	100,449
% Democratic	56.9%	67.8%	57.0%	58.4%	59.3%
% Republican	27.6%	32.2%	25.9%	24.3%	24.5%
% Other	0.6%	0.0%	0.6%	0.5%	0.5%
% Declines	14.5%	0.0%	16.1%	16.3%	15.3%
Total Voting Percentage	46.2%	17.9%	77.3%	22.1%	47.5%
Democratic- Voting Percentage	48.3%	10.5%	43.1%	15.3%	28.0%
Republicans- Voting Percentage	50.1%	6.8%	18.9%	5.0%	13.6%
Other- Voting Percentage	0.3%	0.0%	0.9%	0.0%	0.2%
Declines- Voting Percentage	4.5%	0.0%	9.5%	1.1%	5.4%

* Only Democrats and Republicans are eligible to vote in a Presidential Primary
 Charles County only has a Non-Partisan Primary ballot in a Gubernatorial Primary

General Government

Department: Liquor Board 01.15
Division\Program: Liquor Board Fund: General
Program Administrator: Pamela Smith, Chairman

www.charlescountymd.gov/commissioners/boards/board-license-commissioners-liquor-board

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$162,005	\$164,400	\$164,400	\$167,200	\$2,800	1.7%
Fringe Benefits	71,281	67,000	68,900	70,600	3,600	5.4%
Operating Costs	3,488	3,900	3,900	3,900	0	0.0%
Total Expenditures	\$236,773	\$235,300	\$237,200	\$241,700	\$6,400	2.7%
Revenues	\$168,910	\$187,500	\$187,500	\$187,500	\$0	0.0%

Description:

The Board consists of five members appointed by the County Commissioners who are granted with the authority to grant, fine, suspend, and/or revoke retail alcoholic beverage licenses in Charles County. In addition to actual Board members, staff includes Counsel to the Board, enforcement officers (who are also sworn officers of the Office of the Sheriff), and an administrative clerk. Among its duties, the Board conducts public hearings to consider and act on new and transfer applications for alcoholic beverage licenses, applications for special and/or temporary licenses, requests for special exceptions, investigations pertaining to the enforcement of Article 2B of the Annotated Code of Maryland and the Rules and Regulations of the Board of License Commissioners for Charles County, Maryland. In 1989, the law provided for one license for every 1,350 per election district for any license with an off-sale provision.

Positions:

	FY12	FY13	FY14	FY15	FY16
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Assistant County Attorney I - II	0.4	0.4	0.4	0.4	0.4
Legal Office Administrator	0.5	0.5	0.5	0.5	0.5
Sheriff Deputy Officer	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	1.9	1.9	1.9	1.9	1.9

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i><u>Objective: The Board of Licensed Commissioners (Liquor Board) for Charles County, Maryland, is charged with enforcement Article 2B of the Annotated Code of Maryland and the Charles Board of Licensed Commissioners Rules and Regulations of Charles County. These laws/rules govern the sale, consumption, regulation and enforcement of alcoholic beverage laws of the State and Charles County.</u></i>					
Number of Licenses Issued	181	184	181	183	183
Application/Transfer Fees	\$167,216	\$171,285	\$164,860	\$177,800	\$213,800
Fines Collected	\$18,725	\$9,700	\$4,050	\$9,700	\$9,700

General Government

Department: Human Resources 01.17
Division\Program: Administration Fund: General
Program Administrator: Paul Rensted, Director of Human Resources
www.charlescountymd.gov/hr/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$516,724	\$516,800	\$560,600	\$522,300	\$5,500	1.1%
Fringe Benefits	159,041	164,900	175,700	159,300	(5,600)	-3.4%
Operating Costs	116,569	135,100	126,300	124,700	(10,400)	-7.7%
Total Expenditures	\$792,335	\$816,800	\$862,600	\$806,300	(\$10,500)	-1.3%
Revenues	\$82,972	\$82,900	\$83,300	\$83,300	\$400	0.5%

Changes and Useful Information:

- The **Operating Costs** budget was adjusted to account for the following:
 - The Employee Education budget was decreased to cover the costs associated with the annual licensing fee for NeoGov, a new job application and tracking software, which is included in the Information Technology Budget.
 - Based on previous years trends, Job Ads budget was decreased.

Description:

The Human Resources Department is responsible for personnel policy, recruitment, employee relations, classification and compensation, compliance with equal opportunity programs, employee training, all health and welfare benefits, deferred compensation, and retirement.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Director of Human Resources	1.0	1.0	1.0	1.0	1.0
Assistant Director of Human Resources	1.0	1.0	1.0	1.0	1.0
Benefits Coordinator	1.0	1.0	1.0	1.0	1.0
Recruitment Administrator	1.0	1.0	1.0	1.0	1.0
Human Resources Coordinator	0.0	1.0	1.0	1.0	1.0
Human Resources Specialist	1.0	1.0	1.0	1.0	1.0
Part-time positions	2.0	2.0	2.0	2.0	2.0
Total Full Time Equivalent	7.0	8.0	8.0	8.0	8.0

Objectives & Measurements:

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY16 Estimated</u>
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ADMINISTRATION/RECRUITMENT:

Objective: Measures employment and recruitment activity.

% Timely completion of appraisals	90%	93%	96%	100%	100%
# of formal staff grievances	0	0	0	0	0
% of full time positions filled	95%	96%	95%	95%	95%
diversity of all applicants % women/%minority	37%/24%	47%/33%	50%/37%	54%/45%	55%/50%
# of full time applications for all positions	3,228	3,271	4,116	5,000	5,200
Average # of applications per job	57	58	70	72	74
Annual turnover ratio	5.00	4.00	5.00	5.00	5.00

General Government

Department: Human Resources 01.17
Division\Program: Administration Fund: General
Program Administrator: Paul Rensted, Director of Human Resources

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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BENEFITS:

OBJECTIVE: To accurately determine participation in County benefit program and to assist in future staffing needs & budget planning.

# of employees in medical & vision prescription plans *	1,323	1,359	1,385	1,440	1,498
% of total	79.7%	79.9%	81.1%	81.1%	81.1%
# of employees in dental plans*	1,460	1,502	1,529	1,590	1,653
% of total	88.0%	88.3%	89.6%	89.6%	89.5%
<i>*The figures listed above include the County, Circuit Court, State's Attorney, Sheriff's Office, Soil Conservation, Retirees and Library.</i>					
# of employees serviced for fringe benefits per Benefits FTE	1,659 921	1,700 850	1,707 854	1,775 888	1,846 923

For reference purposes, the following are the number of healthcare subscribers used to calculate the above PMs:

Eligible Employees	1,262	1,280	1,276	1,327	1,380
Charles County Library	38	46	44	45	48
Retirees	359	374	387	402	418
TOTAL	1,659	1,700	1,707	1,774	1,846

TRAINING:

OBJECTIVE: Employee training is a benefit for Charles County Government employees. Quality training that is accessible to the most number of employees can increase productivity.

# of employee training hours	10,272	11,630	15,313	15,500	15,700
# of training classes offered (Core/IT)	89/38	122/42	127/59	140/65	140/65

**Includes webinars.*

Department: Central Services		01.23.50
Division\Program: Other Benefits		Fund: General
Program Administrator: Paul Rensted, Director of Human Resources		

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Retiree Health Benefits	\$1,835,649	\$2,078,800	\$2,246,400	\$2,246,400	\$167,600	8.1%
Operating Costs	629	30,000	25,000	25,000	(5,000)	-16.7%
Total Expenditures	\$1,836,278	\$2,108,800	\$2,271,400	\$2,271,400	\$162,600	7.7%

Changes and Useful Information:

- **The Retiree Health Benefits** were adjusted to reflect an increase in the number of participants as well as the cost of health benefits for retirees'.
- **Operating Costs** for Contract Services were decreased due to recent trends.

Description:

This division accounts for costs associated with retiree health premiums and unexpected health claims. The county offers retirees health benefits based on age and years of service.

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
# of retirees processed	8	26	33	34	35
# retirees on retiree health insurance	291	304	302	314	326
Cost of Retiree Health Benefits (all funds)	\$1,656,499	\$1,703,168	\$1,968,769	\$2,264,083	\$2,603,696
% increase from prior year	6%	3%	15.5%	15.0%	15.0%

General Government

Department: Central Services 01.23
Division\Program: Central Services Fund: General
Program Administrator: David Eicholtz, Director of Fiscal & Administrative Services

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Fringe Benefits	(\$1,077,110)	\$75,000	\$96,500	\$96,500	\$21,500	28.7%
Operating Costs	1,351,375	1,351,400	1,268,600	1,268,600	(82,800)	-6.1%
Operating Costs - SDAT	586,877	659,800	681,600	681,600	21,800	3.3%
Agency Funding - OPEB	750,000	750,000	1,000,000	1,000,000	250,000	33.3%
Agency Funding - Trust	2,729	11,000	11,000	11,000	0	0.0%
Capital Outlay	95	26,400	26,400	26,400	0	0.0%
Total Expenditures	\$1,613,966	\$2,873,600	\$3,084,100	\$3,084,100	\$210,500	7.3%
Revenues	\$9,956	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- **Fringe Benefits** represents a centralized budget for self-insured unemployment claims and as a final accounting for actual results from paid premiums versus medical expenses. After adoption, the centralized budget is then transferred to the departments that incur unemployment claims. The increase is due to a rise in Unemployment claims.
- The **Operating Cost** decrease is due to the following reasons:
 - A decrease in the Miscellaneous account due to one time appropriation in FY2015 for the golf cart account receivable .
 - Decreases in Equipment Repairs & Maintenance, Collateral Custody Expense, and Postage.
 - Adjustments made in various Insurance accounts associated with Central Services.
 - Additional adjustments for Charity Tracker software to assist Non-Profit Agencies with managing and tracking their assistance to avoid duplicated services, Equipment Rental account, and Bank Expenses associated with White Plains Golf Course being moved to the General Fund.
- **Operating Costs - State Department of Assessments and Taxation (SDAT)** represents the County's share of the local SDAT office.
- **Agency Funding - Other Post-Employment Benefits (OPEB)** per the strategic financial plan of funding OPEB over a period of years.
- **Capital Outlay** budget represents the cost for various camera and security upgrades.
- **Revenues** related to the Nuisance Abatement program were transferred to a new fund in FY2015.

Description:

This budget is used to account for the general administrative costs of county government by acquiring asset, vehicle, and personal liability insurance coverage; handling the expenses of photocopying, postage, community promotions, SDAT, OPEB, and other general miscellaneous needs.

The Department of Fiscal and Administrative Services is responsible for the management of insurance coverage to include: Public Official Liability, General Liability, Sheriff's Office Liability, vehicle liability & property damage, property coverage, Environmental Liability, Fiduciary, Surety Bonds, & Crime Bond Coverage.

Positions:

There is no direct staff allocated to this budget.

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i><u>OBJECTIVE: To purchase insurance coverage at the lowest possible premiums while minimizing Charles County's liability exposure and protecting County assets/property.</u></i>					
<u>Average cost of insurance coverage:</u>					
per vehicle for vehicle damage	\$334	\$338	\$297	\$260	\$270
per vehicle for vehicle liability	\$242	\$240	\$237	\$220	\$245
<u>Average cost of property coverage:</u>					
per \$1M worth of County assets	\$847	\$817	\$867	\$900	\$950
# of property damage claims	4	2	2	2	2
% of claims paid to premiums	20%	4%	7%	15%	15%

General Government

Department: Orphan's Court 01.71
Division\Program: Orphan's Court Fund: General
Program Administrator: Honorable Warren Bowie, Chief Judge
 Mailing Address: P.O. Box 3080, La Plata, MD 20646 301-932-3345
 Physical Address: 200 Charles St., La Plata, MD 20646
www.mdcourts.gov/orphanscourt

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$30,116	\$30,000	\$32,400	\$32,400	\$2,400	8.0%
Fringe Benefits	9,536	9,600	13,800	13,800	4,200	43.8%
Operating Costs	6,941	7,200	7,200	7,200	0	0.0%
Total Expenditures	\$46,592	\$46,800	\$53,400	\$53,400	\$6,600	14.1%

Description:

The Court of Orphans' was one of the high privileges afforded the citizens of that free city. The idea as well as the name came with the early settlers to Maryland, Pennsylvania, Delaware, Virginia, and New Jersey. That the people of these colonies might enjoy the same protection and high privilege, the idea was transplanted into our early Constitution. The name was modified to Orphans' Court, and thus a jurisdiction over the estates of minors was expanded to include the administration of decedents' estates as well.

The object of the Orphans' Court was to have a jurisdiction under which an entire probate proceeding could be conducted and supervised in one court, from the probate of a will, grant of letters, and the supervision of the fiduciary to the final distribution of the estate. Not only was the idea and the name transplanted into our law, but the establishment and continuity of the Orphans' Court System was embedded in our Constitution of 1776.

Maryland has maintained the "legal purity" of the Orphans' Court System while our Testamentary law has been reviewed and revised into a single modern volume entitled Estates and Trusts Article-Annotated Code of Maryland. The Orphan's Court reviews regular estates and provides action of differences or disputes. In addition, the Court approves all petitions for commissions, attorney fees, and funeral expenses.

Positions:

Provides funding for 3 elected Orphan Court judges.

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: The Orphan's Court is responsible for the timely and economical decisions in accordance with the Annotated Code of Maryland Estates and Trusts.</i>					
# of Hearings	378	393	355	420	400
# of petitions granted	972	1,209	1,020	1,300	1,200

General Government

Department: Circuit Court 01.09
Division\Program: Circuit Court, Grand Jury, and Law Library Fund: General
Program Administrator: Honorable Amy J. Bragunier, County Administrative Judge
 Mailing Address: P.O. Box 3060, La Plata, MD 20646 301-932-3202 301-870-2659
 Physical Address: 200 Charles Street, La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
www.courts.state.md.us/clerks/charles

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$678,925	\$777,900	\$1,038,300	\$739,100	(\$38,800)	-5.0%
Fringe Benefits	186,357	231,300	334,500	210,300	(21,000)	-9.1%
Operating Costs	143,524	170,900	191,300	190,500	19,600	11.5%
Transfers Out	85,571	98,600	98,600	98,600	0	0.0%
Capital Outlay	38,566	0	0	0	0	N/A
Total Expenditures	\$1,132,943	\$1,278,700	\$1,662,700	\$1,238,500	(\$40,200)	-3.1%
Revenues	\$174,877	\$186,900	\$186,000	\$186,000	(\$900)	-0.5%

Changes and Useful Information:

- **Personal Services** and associated **Fringe Benefits** decreased due to refilling vacant positions at a lower salary.
- **Operating Costs** increase is net result of budgeting to meet current trends and costs associated with the Assignment Office which in prior years was born by the state funded Clerk of the Court's Office. MD Rule 16-101.d.2.(C) stipulates these costs should be the responsibility of the Administrative Judge which is funded by the County's Circuit Court Program.
- **Transfers Out** is for the County's local match on the Child Support Program.
- **Revenues** decrease is due to rate change for indirect cost allocation for the Child Support Program.

Description:

Circuit Court: The Circuit Court is a trial court of general jurisdiction which handles major civil cases and serious criminal matters; also exercises appellate jurisdiction over the District Court, Orphans Court, and certain administrative agencies. The Circuit Court has full common law and equity powers and jurisdiction in all civil and criminal cases filed in Circuit Court and all additional powers and jurisdiction conferred by the Constitution and by law, except where, by law, jurisdiction has been limited or conferred upon another tribunal.

Jury Service: The right to a trial by jury is guaranteed by the United States Constitution and the Maryland Declaration of Rights. The current jury system had it's beginning in English Law and was part of the civil liberties granted by King John of England on June 15, 1215 and recorded in the document known as the Magna Carta. Jury duty is an opportunity to serve the community and be an integral part of the court system.

A grand jury is made up of 23 people, who receive and hear evidence to determine whether probable cause exists to charge someone with a crime. In a criminal case a petit jury is made up of 12 individuals who listen to evidence at a trial and determine guilt or innocence of the person charged with the crime. In a civil trial a petit jury is made up of 6 individuals who listen to the evidence in dispute at a trial and determine the facts.

Law Library: \$3,000 of the transfer out line is reserved as a local subsidy for the Law Library. The Law Library is funded primarily with attorney fees, fines and bond forfeitures. The Law Library is one of the County's Special Revenue funds.

General Government

Department: Circuit Court 01.09
Division\Program: Circuit Court, Grand Jury, and Law Library Fund: General
Program Administrator: Honorable Amy J. Bragunier, County Administrative Judge
 Mailing Address: P.O. Box 3060, La Plata, MD 20646 301-932-3202 301-870-2659
 Physical Address: 200 Charles Street, La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
www.courts.state.md.us/clerks/charles

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
County Court Administrator	1.0	1.0	1.0	1.0	1.0
Family Services Director	1.0	1.0	1.0	1.0	1.0
Differentiated Case Manager	0.0	1.0	1.0	1.0	1.0
Assignment Director	1.0	1.0	1.0	1.0	1.0
Law Librarian	1.0	1.0	1.0	1.0	1.0
Drug Court Coordinator	1.0	1.0	1.0	1.0	1.0
Drug Court Clerk	0.0	0.0	0.3	1.0	0.6
Administrative Associate	2.0	2.0	2.0	2.0	1.0
Administrative Assistant	0.0	0.0	0.0	0.0	3.0
Judicial Secretary	4.0	4.0	4.0	4.0	3.0
Case Manager	1.0	1.0	1.0	1.0	1.0
Family Resource Specialist	1.0	1.0	1.0	1.0	1.0
Secretary IV	1.0	1.0	1.0	1.0	1.0
Juvenile Drug Court Case Manager	0.0	0.0	0.0	0.0	1.0
Assignment Clerk (I -II)	4.0	4.0	4.0	4.0	3.0
Courtroom Clerk	1.0	1.0	1.0	1.0	1.0
Domestic Relations Clerk	1.0	1.0	1.0	1.0	1.0
Part-Time positions	2.9	0.7	0.6	0.2	0.2
Total Full Time Equivalent	22.9	21.7	21.9	22.2	22.8
Allocated to Grants	(7.0)	(7.5)	(7.6)	(8.0)	(8.6)
Net Cost to General Fund	15.9	14.2	14.2	14.2	14.2

Objectives & Measurements:

	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated
<i>Objective: In 2000, the Maryland Judicial Council adopted case time standards for the state's trial courts that provide guidelines for the time within which cases should reach resolution. As such, the Circuit Court is responsible for the timely scheduling and disposition of cases, thus promoting access to justice and increased litigant satisfaction with the court system. Cases types filed with the Circuit Court include: serious criminal cases; major civil cases; juvenile cases; family law cases; child support; and appeals from the District Court, Orphan's Court, and certain Administrative Agencies.</i>					
# of Scheduled Hearings	23,663	23,743	25,218	27,480	29,953

General Government

Department: State's Attorney's Office 01.08
Division\Program: Criminal Justice Fund: General
Program Administrator: Tony Covington, State's Attorney
 Mailing Address: P.O. Box 3065, La Plata, MD 20646 301-932-3350 301-870-3413
 Physical Address: 200 Charles St., La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
www.charlescountymd.gov/sao/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$2,190,293	\$2,655,700	\$2,892,400	\$2,955,400	\$299,700	11.3%
Fringe Benefits	548,190	710,000	768,300	773,400	63,400	8.9%
Operating Costs	175,328	121,200	121,200	121,200	0	0.0%
Transfers Out	240,561	296,300	322,900	322,900	26,600	9.0%
Total Expenditures	\$3,154,372	\$3,783,200	\$4,104,800	\$4,172,900	\$389,700	10.3%
Revenues	\$65,400	\$75,300	\$78,600	\$78,600	\$3,300	4.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the full year impact of eight new positions approved in FY2015 and a salary increase for the State's Attorney per State law.
- **Transfers Out** is the local match for the Child Support Grant award which includes the local share of a new position approved during FY2015.

Description:

Cases presented by the State's Attorney's Office (SAO) in District Court include misdemeanors (e.g., assault, malicious destruction, theft, controlled dangerous substance offenses) and jail able traffic offenses (e.g., drunk driving and fleeing & eluding). The SAO presents juvenile cases in the Circuit Court sitting as a juvenile court. Felonies (e.g., murder, robbery, rape, kidnapping, sexual offenses, breaking and entering, controlled dangerous substance offenses), and all jury trial prayers and appeals from District Court are prosecuted in the Circuit Court by the SAO.

The SAO is designated as the forfeiting agent for drug forfeitures involving personal property (including vehicles and money) and real property. Decisions regarding drug forfeitures involving personal property (including vehicles & money) and real property are made in consultation with the seizing police agency.

The SAO presents cases on behalf of the Child Support Enforcement Unit of the Department of Social Services in cases establishing paternity, setting child support payments and enforcing those payments.

The SAO is located in the Charles County Courthouse in La Plata, the County seat. The police consult the SAO for advice during criminal investigations. The SAO apprises victims of the status of criminal prosecution. Prosecutors appear before the four Circuit Court judges and two District Court judges to prosecute crimes. Additionally, they appear before the Master for Domestic Relations for child support matters.

General Government

Department: State's Attorney's Office 01.08
Division\Program: Criminal Justice Fund: General
Program Administrator: Tony Covington, State's Attorney
 Mailing Address: P.O. Box 3065, La Plata, MD 20646 301-932-3350 301-870-3413
 Physical Address: 200 Charles St., La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
www.charlescountymd.gov/sao/welcome

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
State's Attorney	1.0	1.0	1.0	1.0	1.0
Deputy's State's Attorney	1.0	1.0	1.0	1.0	1.0
Assistant State's Attorney	9.8	12.8	15.8	17.8	17.8
Law Clerk	1.0	1.0	1.0	1.0	1.0
Victim/Witness Liaison	2.0	2.0	5.0	6.0	6.0
Police Witness/Coordinator	1.0	1.0	1.0	1.0	1.0
Domestic Violence Coordinator	1.0	1.0	1.0	1.0	1.0
Investigator	0.0	1.0	2.0	2.0	2.0
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	0.0	0.0	0.0	1.0	1.0
Administrative Associate	0.0	0.0	0.0	1.0	1.0
Secretary	11.8	13.8	15.6	17.6	17.6
Receptionist	0.0	0.0	0.0	0.8	0.8
Network Specialist III	0.0	0.0	0.0	1.0	1.0
Computer Technician	0.8	0.8	0.8	0.0	0.0
Part-time positions	0.0	0.6	0.6	1.6	1.6
Total Full Time Equivalent	30.4	37.0	45.8	54.8	54.8
Allocated to Grants	(8.6)	(8.6)	(8.4)	(9.4)	(9.4)
Net Cost to General Fund	21.8	28.4	37.4	45.4	45.4

* Per agreement with the State's Attorney's Office, this position complement is subject to the amount of part-time employment in lieu of full-time employment. The County agrees to give the agency flexibility in filling vacancies.

Goals:

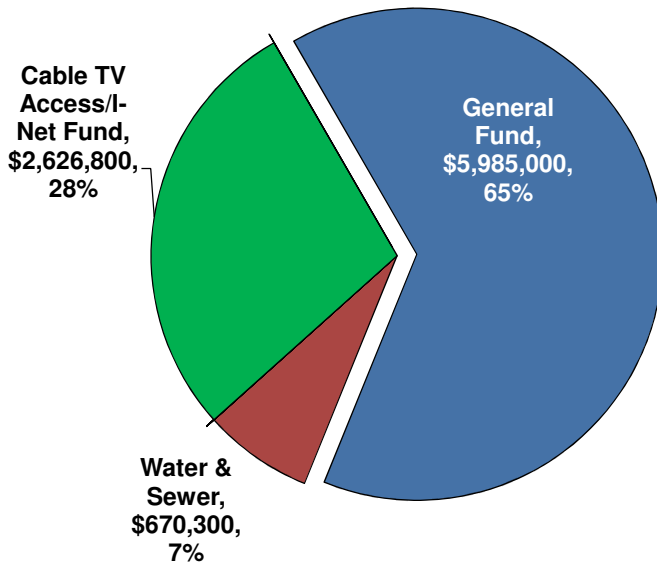
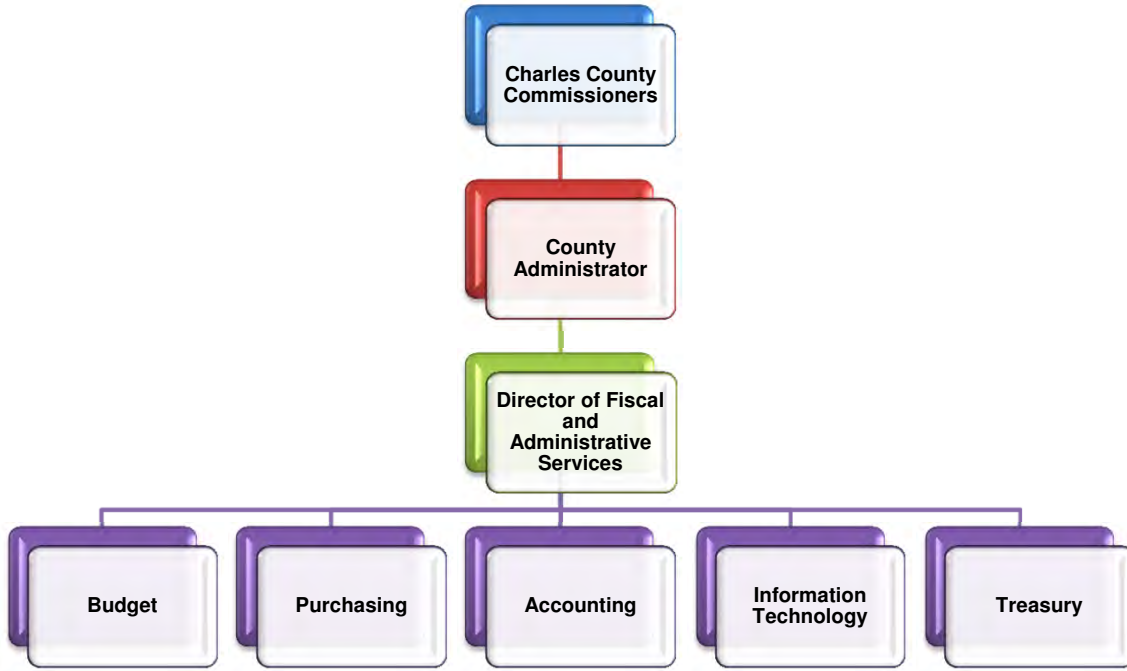
The State's Attorney's Office is responsible for the enforcement of State criminal laws within the geographical borders of the County.

Fiscal & Administrative Services Summary

David Eicholtz, Director of Fiscal & Administrative Services
 Mailing Address: P.O. Box 2150, La Plata, MD 20646
 Physical Address: 200 Baltimore St., La Plata, MD 20646
<http://www.charlescountymd.gov/fas/welcome>

301-645-0570 301-870-2542
 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$3,294,431	\$3,382,700	\$3,390,000	\$3,428,500	\$45,800	1.4%
Fringe Benefits	1,100,112	1,179,100	1,199,600	1,192,500	13,400	1.1%
Operating Costs	1,254,313	1,319,800	1,957,500	1,364,000	44,200	3.3%
Total Expenditures	\$5,648,856	\$5,881,600	\$6,547,100	\$5,985,000	\$103,400	1.8%
Revenues	\$258,053	\$325,000	\$326,100	\$326,100	\$1,100	0.3%



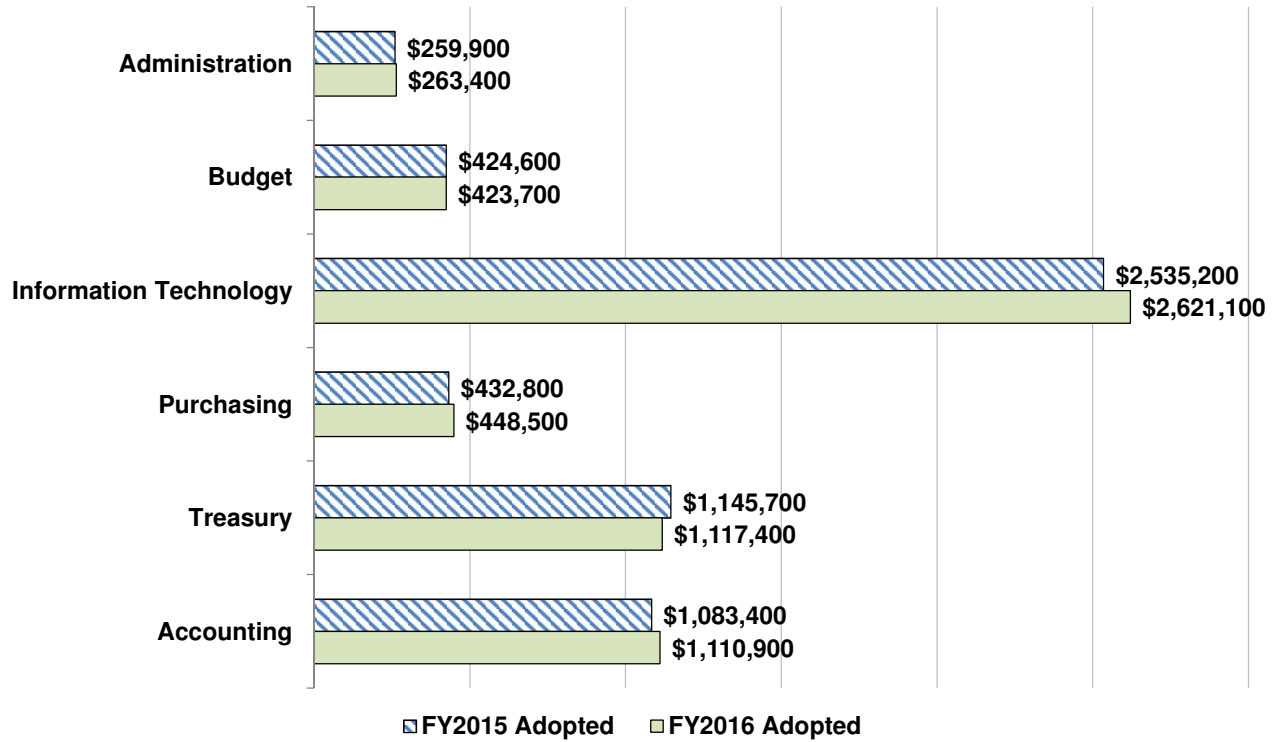
TOTAL FY2016 DEPARTMENT BUDGET
\$9,282,100

(Totals for funds other than the General Fund exclude debt service payments.)

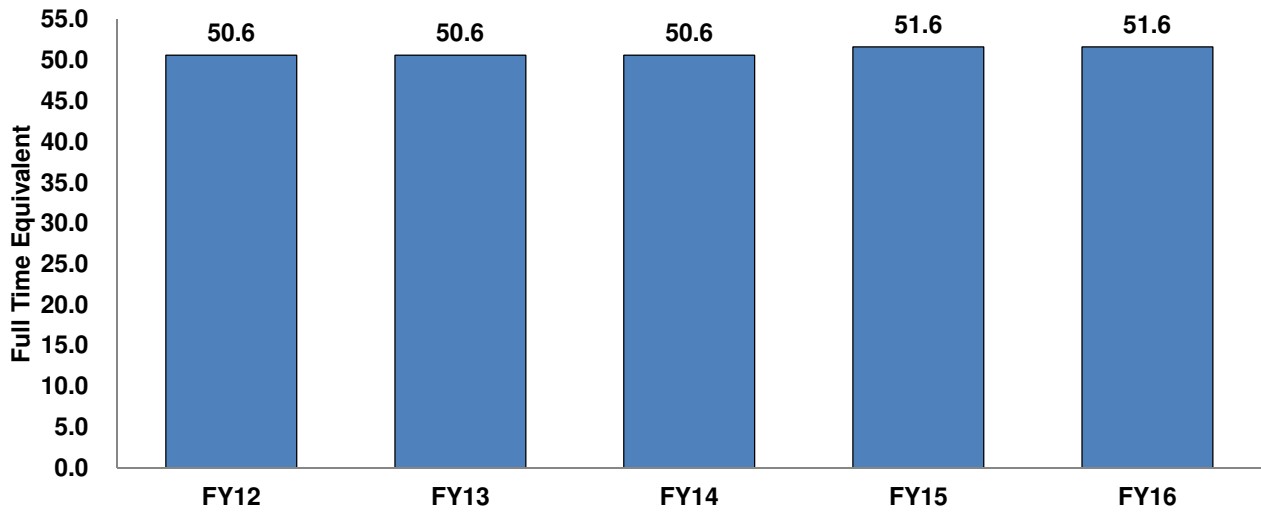
As indicated by the graph, the Department of Fiscal Services is allocated through several different funds.

Fiscal & Administrative Services Expenditure and Staff History

GENERAL FUND



Staffing History



Positions by Program:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Administration	2.0	2.0	2.0	2.0	2.0
Budget	4.0	4.0	4.0	4.0	4.0
Information Technology	14.8	14.8	14.8	14.8	14.8
Purchasing	5.0	5.0	5.0	5.0	5.0
Accounting	10.8	10.8	10.8	11.8	11.8
Treasury	14.0	14.0	14.0	14.0	14.0
Total Full Time Equivalent	50.6	50.6	50.6	51.6	51.6

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.06
Division\Program: Administration Fund: General
Program Administrator: David Eicholtz, Director of Fiscal & Administrative Services
<http://www.charlescountymd.gov/fas/welcome>

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$186,920	\$187,900	\$187,900	\$190,900	\$3,000	1.6%
Fringe Benefits	59,525	61,600	61,800	62,100	500	0.8%
Operating Costs	8,092	10,400	10,400	10,400	0	0.0%
Total Expenditures	\$254,538	\$259,900	\$260,100	\$263,400	\$3,500	1.3%
Revenues	\$7,378	\$11,000	\$8,700	\$8,700	(\$2,300)	-20.9%

Changes and Useful Information:

- **Revenues** are for the Purchasing Card program.

Description:

The Administrative Division of Fiscal & Administrative Services supervises the Accounting, Budget, Information Technology, Purchasing and Treasury Divisions of County Government. The Director serves as a committee member in the administration and management of various employee benefit plans on behalf of the County's public safety and general employees.

Additionally, the Administrative Division is responsible for securing major equipment through lease purchase financing and is responsible for the planning and issuance of long term debt for all bond financed capital projects. This Division maintains professional relationships with the County's Bond Rating Agencies, Financial Advisors, Banking Institutions, and Bond Counsel. The Director serves as Financial Advisor to the Board of County Commissioners and County Administrator.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Director of Fiscal & Administrative Services	1.0	1.0	1.0	1.0	1.0
Fiscal Service Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	2.0	2.0	2.0	2.0	2.0

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
# Meetings Scheduled	868	839	1,132	950	950
# Letters/Memorandums Typed	788	830	624	650	650
# Mail received/mailed	3,390	3,670	3,292	3,200	3,200

Objective: To oversee, review and make recommendations on the various retirement plans for employees of the County.

# of Pension Plans Administered	4	4	4	4	4
Market Value of Pension Plans	\$270,186,265	\$314,006,006	\$373,259,011	\$402,186,584	\$433,356,045

Objective: To secure adequate financing for the purchase of equipment and as provided by the Capital Improvement Program for infrastructure such as buildings, roads, and parks.

Value of Capital Lease Agreement	\$1,531,700	\$2,459,700	\$6,346,800	\$8,220,700	\$8,452,000
Value of Bond Issue	\$55,240,000	\$28,200,000	delay issue	\$39,000,000	\$34,800,000

Fiscal & Administrative Services

Department: Fiscal & Administrative Services

01.04.04

Division\Program: Budget

Fund: General

Program Administrator: Jenifer Ellin, Chief of Budget

www.charlescountymd.gov/fas/budget/budget

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$258,550	\$303,500	\$303,500	\$311,000	\$7,500	2.5%
Fringe Benefits	98,756	115,100	106,100	106,700	(8,400)	-7.3%
Operating Costs	3,730	6,000	6,000	6,000	0	0.0%
Total Expenditures	\$361,036	\$424,600	\$415,600	\$423,700	(\$900)	-0.2%
Revenues	\$123,202	\$146,500	\$142,500	\$142,500	(\$4,000)	-2.7%

Changes and Useful Information:

- **Revenues** are associated with the indirect cost reimbursement for work associated with grants and is determined based on salary levels. Decline is due to turnover at Circuit Court.

Description:

The functions of the Budget Division are to:

- (1) coordinate, compile and review all departmental and agency requests,
- (2) compile and recommend revenue estimates for all funds,
- (3) prepare five year plan forecasts,
- (4) analyze and recommend various tax and user fee rates based on requested, proposed, and approved operating budgets,
- (5) prepare monthly management reports to include income statements, year-end revenue and expense estimates, and changes in fund balance for all major funds,
- (6) coordinate the official Offering Statement associated with new bond issues,
- (7) prepare special financial reports for bond rating agency presentations,
- (8) assists Director with overall debt management of the County,
- (9) monitor all budgets throughout the year,
- (10) prepare quarterly capital project financial status reports,
- (11) provide general financial support to departments and the general public,
- (12) administer budget position control system, and
- (13) coordinate and administer grant financial information including review of grant applications, preparing quarterly and annual financial reports, coordinating preparation of annual cost Allocated plan, and compilation of federal grant information for completion of the A-133 single audit.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Chief of Budget	1.0	1.0	1.0	1.0	1.0
Senior Budget Analyst	1.0	1.0	1.0	1.0	1.0
Budget Analyst I - III	2.0	2.0	2.0	2.0	2.0
Grants Analyst	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	5.0	5.0	5.0	5.0	5.0
Allocated to Capital Projects	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Net Cost to General Fund	4.0	4.0	4.0	4.0	4.0

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.04
Division\Program: Budget Fund: General
Program Administrator: Jenifer Ellin, Chief of Budget

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Objective: The ability to estimate revenues and expenditures is advantageous to the County, as it allows for fiscal decisions to be made with confidence. Revenue and Expenditure estimates prepared in December are compared to the year-end actual results to measure the accuracy of the Division's estimates.

Accuracy Rate of Mid-Year Operating Revenue and Expense Estimates:

General Fund Revenue	99.4%	99.3%	98.2%	99.0%	99.0%
General Fund Expense	99.6%	97.7%	98.3%	98.5%	98.5%
W&S Revenue	97.2%	98.2%	95.9%	97.1%	97.1%
W&S Expense	90.9%	96.4%	95.0%	94.1%	94.1%
Landfill Revenue	94.1%	96.8%	95.5%	95.5%	95.5%
Landfill Expense	99.7%	99.9%	94.3%	98.0%	98.0%
Cable Revenue	95.3%	97.0%	98.8%	97.0%	97.0%
Cable Expense	96.3%	96.7%	91.2%	94.7%	94.7%
ESF Revenue	97.3%	97.7%	95.9%	97.0%	97.0%
ESF Expense	97.5%	94.9%	95.2%	95.9%	95.9%
Watershed Revenue	N/A	N/A	99.8%	99.8%	99.8%
Watershed Expense	N/A	N/A	76.3%	95.9%	95.9%

FY15 Projected is based on a three year average of actual results.

FY16 Estimated assumes we maintain our historical average ability to estimate revenues and expenditures.

Objective: The County has adopted a strict, but flexible, policy regulating transfer of budget funds between line items and programs. Significant transfer requests require approval at the County Administrator or Commissioner level. The budget policy allows for a continuous flow of operating costs, while maintaining a desired degree of control.

# of Budget Transfer Requests	530	526	562	544	544
-Avg. # of days from request to approval					
Department Head Level	3.4	2.3	4.1	4.0	4.0
County Administrator/Commissioner Level	13.8	13.2	13.5	13.5	13.5

FY14 Actual figures are estimated because actual are unavailable due to changes to the automated system.

# of budget line items to maintain	13,851	14,337	14,672	14,900	15,200
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Objective: The County has an adopted policy providing guidelines for adding staff to the payroll. All requests for new positions, or to replace existing staff due to turnover, is processed through the Budget Division.

# of personnel requisitions processed	74	66	92	77	77
-Avg. # of days from request to Budget approval	3.0	4.1	4.1	3.7	3.7

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.12
Division\Program: Information Technology Fund: General
Program Administrator: Evelyn Jacobson, Chief of Information Technology
www.charlescountymd.gov/fas/it/information-technology

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$1,090,049	\$1,112,100	\$1,101,000	\$1,127,800	\$15,700	1.4%
Fringe Benefits	382,250	386,400	410,600	413,000	26,600	6.9%
Operating Costs	1,010,819	1,036,700	1,170,800	1,080,300	43,600	4.2%
Total Expenditures	\$2,483,119	\$2,535,200	\$2,682,400	\$2,621,100	\$85,900	3.4%

Changes and Useful Information:

- The **Operating Costs** increase was for the following reasons:
 - Additional software maintenance funding to cover Economic Development Website-Economic Development's new website that went live in FY2015, Blink Software-customer management software for Economic Development, Zoom Prospect-site selection software also for Economic Development, Crypto Complete-encryption software for the IBM iseries, Zapier-software used to post CNS notifications to Facebook and Twitter, and NeoGov-used by Human Resources for job applications and tracking.
 - The New World Systems Enterprise software annual maintenance budget was also increased.
 - The Equipment Repairs and Maintenance budget was adjusted for the Ipcelerate (phone system) annual maintenance.

Description:

The Information Technology (IT) Division's primary responsibilities are the acquisition, design, development, maintenance and enhancement of technology infrastructure, applications and telecommunications in support of County Government operations and services to Charles County citizens. The division is divided into three areas: Applications, Network Services and Project Management.

The Applications area is responsible for managing the County's enterprise software system, various internally developed and vendor acquired business applications, the County's internet and intranet sites, and Geographic Information Systems (GIS) applications.

The Network Services area is responsible for the County's network infrastructure, which includes multiple Local Area Networks (LANs) connected via the County's Institutional Network (I-Net), all County computers, desktops and network print services, County telecommunications, which includes Internet Protocol (IP) phones and mobile devices, the IP camera and video conferencing networks, various desktop applications, including the enterprise e-mail system, Charles County Government Television (CCGTV) support and the IT HelpDesk.

The Project Management area monitors major IT projects, as well as, projects which impact both the Applications and Network Services areas. This area also ensures that IT best practices are being followed and documented in applicable policies and/or procedures.

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.12
Division\Program: Information Technology Fund: General
Program Administrator: Evelyn Jacobson, Chief of Information Technology

Positions:	FY12	FY13	FY14	FY15	FY16
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Information Technology	1.0	1.0	1.0	1.0	1.0
Applications Manager	1.0	1.0	1.0	1.0	1.0
Network Manager	1.0	1.0	1.0	1.0	1.0
I.T. Security Specialist	0.0	0.0	0.0	0.0	1.0
Systems Analyst II	3.0	4.0	4.0	4.0	4.0
Network Specialist III	3.0	4.0	4.0	5.0	5.0
Webmaster	1.0	1.0	1.0	1.0	1.0
Systems Analyst I	1.0	1.0	1.0	1.0	1.0
Systems Analyst I/CAD Analyst	1.0	1.0	1.0	1.0	1.0
Network Specialist II	1.0	1.0	1.0	1.0	1.0
Technology Support Specialist Supervisor	1.0	1.0	1.0	1.0	1.0
Technology Support Specialist II	2.0	2.0	2.0	2.0	2.0
Telecommunication Specialist	1.0	1.0	1.0	1.0	1.0
Applications Customer Support Rep.	1.0	1.0	1.0	1.0	1.0
Technical Support Specialist	1.0	1.0	1.0	1.0	1.0
Part-time positions	0.0	0.5	0.5	1.7	1.7
Total Full Time Equivalent	19.0	21.5	21.5	23.7	24.7
Allocated to Cable TV / I-Net Fund	(4.2)	(4.6)	(4.6)	(5.8)	(6.8)
Allocated to W&S Enterprise Fund	0.0	(2.0)	(2.0)	(2.0)	(2.0)
Allocated to State's Attorney's Office	0.0	0.0	0.0	(1.0)	(1.0)
Net Cost to General Fund	14.8	14.8	14.8	14.8	14.8

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated

Objective: Provide technical support and assistance with computer related requests.

# of work requests completed	1,507	1,284	1,445	1,500	1,550
# of help desk calls completed	10,924	9,286	10,669	11,000	11,000
# of users supported	557	568	591	600	610

Objective: Operate, maintain and enhance the information technology network infrastructure.

# of PCs/laptops/tablets supported	772	843	892	930	970
# of network servers supported	111	120	150	152	155
# of virtual servers supported	53	57	77	82	86

Objective: Provide and maintain an informative and current Charles County Government website.

Average website page views per month	n/a	228,013	288,197	293,000	298,000
Average unique visitors per month (repeat visitors only counted once)	42,616	42,363	49,007	50,000	50,500

Objective: Provide telephone and voice mail service for selected county departments and agencies.

# of buildings supported	31	32	40	40	40
# of I/P telephones supported	553	727	745	755	765
# of non I/P telephones supported	80	80	116	100	100
# of CCG owned devices supported	150	138	144	160	170
# of employee owned devices supported	42	53	78	85	95

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.14
Division\Program: Purchasing Fund: General
Program Administrator: Frederick Shroyer, Chief of Purchasing
www.charlescountymd.gov/fas/purchasing/purchasing

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$297,847	\$280,200	\$291,500	\$302,000	\$21,800	7.8%
Fringe Benefits	111,673	134,200	128,700	129,600	(4,600)	-3.4%
Operating Costs	13,307	18,400	516,900	16,900	(1,500)	-8.2%
Total Expenditures	\$422,826	\$432,800	\$937,100	\$448,500	\$15,700	3.6%

Changes and Useful Information:

- The **Operating Costs** decrease is due to one time cost for equipment for the Senior Procurement Specialist position.

Description:

Purchasing is responsible for conducting formal procurement of commodities, equipment, services, and construction; oversight of non-formal procurement conducted by departments over which the County Commissioners exercise expenditure control; disposal of surplus property; and oversight of the Minority Business Enterprise (MBE) Program. Purchasing also administers the Small Local Business Enterprise (SLBE) Program, implemented in FY13, including: development of policies & procedures, marketing & outreach, processing and registration of applicants, inclusion in formal and non-formal procurement, and monitoring of performance.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Chief of Purchasing	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Purchasing	1.0	1.0	1.0	1.0	1.0
Purchasing Programs Outreach Admin.	0.0	1.0	1.0	1.0	1.0
Senior Procurement Specialist	0.0	0.0	0.0	1.0	1.0
Procurement Specialist	2.0	2.0	2.0	2.0	2.0
Office Associate II	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	5.0	6.0	6.0	7.0	7.0
Allocated to Capital Projects	0.0	(1.0)	(1.0)	(2.0)	(2.0)
Net Cost to General Fund	5.0	5.0	5.0	5.0	5.0

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Objective: *To provide accurate and efficient processing of purchase orders.*

Total Purchase Orders processed	1,105	1,249	1,485	1,538	1,600
Total Purchase Order value	\$22,888,237	\$25,881,421	\$32,909,157	\$29,079,994	\$35,000,000
Average PO amount (PO value/# of POs)	\$20,713	\$20,722	\$22,161	\$18,908	\$20,000

Objective: *To monitor the number of significant individual procurement activities Purchasing conducts annually, and the number procurement-related protests. These procurement activities may include, but are not limited to: Formal procurement (RFQ, ITB, RFP), joint & cooperative procurement, sole source and utilization of other governments' contracts for significant amounts, utilization of significant dollar value of other governments' contracts, intergovernmental agreements, and disposal of property via auction. Cost avoidance is used to estimate the level of savings achieved as a result of employing a formal bidding process in the procurement of goods and services. The ultimate objectives under these two elements is to reduce bidding/contracting problems, and to increase cost avoidance, to the extent(s) possible.*

Number of significant procurement activities	41	48	59	60	70
\$ Amount of significant procurement activities	N/A	N/A	35,455,174	\$20,607,652	\$30,000,000
Number of bid/award protests	1	1	0	0	1
Cost avoidance (Avg. bid minus low bid)	\$1,649,532	\$2,289,786	\$5,625,553	\$2,189,910	\$2,500,000

Objective: *To measure the percentage of Minority Business Enterprise (MBE) participation in Charles County contracts.*

MBE Participation	9.0%	22.3%	28.2%	51.0%	28.0%
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Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.70
Division\Program: Accounting Fund: General
Program Administrator: William DeAtley, Chief of Accounting
www.charlescountymd.gov/fas/accounting/accounting-accounts-payable

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$741,531	\$762,400	\$808,000	\$777,700	\$15,300	2.0%
Fringe Benefits	224,497	242,400	268,300	255,300	12,900	5.3%
Operating Costs	72,436	78,600	80,900	77,900	(700)	-0.9%
Total Expenditures	\$1,038,465	\$1,083,400	\$1,157,200	\$1,110,900	\$27,500	2.5%
Revenues	\$0	\$49,100	\$54,500	\$54,500	\$5,400	11.0%

Changes and Useful Information:

- The **Operating Costs** decrease is due to the decision not to renew one subscription in FY2016.
- **Revenues** are associated with the indirect cost reimbursement to the enterprise funds.

Description:

The functions of the Accounting Division include: processing payroll, accounts payable, accounts receivable, and general accounting. The water & sewer billing function is under a separate division but is administered by Accounting. Payroll records are maintained and checks are prepared for county employees, the Sheriff's employees and other outside agencies on a biweekly basis. In Accounts Payable, vendor invoices are matched with purchase orders/receiving records and processed for payment.

Checks are prepared by the Treasury Division. Check requests and invoices for non-purchase order items are also processed. Accounts Receivable prepares invoices for services provided by the county such as retiree health insurance, landfill usage, and outside agency shared costs. General Accounting includes posting journal entries generated by the above functions and by the Treasurer's office, and journal entries prepared by this and other departments to the general ledger.

Cash and investment accounts are reconciled and interest earned is recorded. Asset and Liability accounts are reconciled and maintained. Financial reports and ledgers are prepared and distributed internally. Capital asset records are maintained by accounting.

Annual financial reports are prepared, audited by external auditors, and submitted to the State as required. The Accounting division was awarded the "Certificate of Achievement for Excellence in Financial Reporting" for FY02 through FY14 by the Government Finance Officers, Association of the United States and Canada.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Chief of Accounting	1.0	1.0	1.0	1.0	1.0
Payroll Manager	1.0	1.0	1.0	1.0	1.0
Senior Accountant	1.0	1.0	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	1.0
Payroll Accountant	1.0	1.0	1.0	1.0	1.0
Risk Management Accountant	1.0	1.0	1.0	1.0	1.0
Asset Accountant	1.0	1.0	1.0	1.0	1.0
Billing Manager	1.0	1.0	1.0	1.0	1.0
Payroll Coordinator	1.0	1.0	1.0	1.0	1.0
Accounting Specialist	1.0	1.0	1.0	1.0	1.0
Senior Utilities Billing Specialist	1.0	1.0	1.0	1.0	1.0
Utility/ Billing Specialist	4.8	4.8	4.8	4.8	5.8
Accounting Technician	2.0	2.0	2.0	3.0	3.0
Total Full Time Equivalent	17.8	17.8	17.8	18.8	19.8
Allocated to W&S Fund	(7.1)	(7.1)	(7.1)	(7.1)	(8.1)
Net Cost to General Fund	10.8	10.8	10.8	11.8	11.8

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.70
Division\Program: Accounting Fund: General
Program Administrator: William DeAtley, Chief of Accounting

www.charlescountymd.gov/fas/accounting/accounting-accounts-payable

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objectives: a. Record invoices and requests within 7-10 days from receipt.</i>					
<i>b. Process invoices and requests for payments within payment terms of 30 days from invoice date.</i>					
# invoices/request for payments processed	44,158	44,361	51,113	52,000	54,000
- average days to process	7	7	7	7	7
- % timely payments	85%	85%	85%	85%	85%
<i>Objective: Process all 1099's required by law by the due date.</i>					
# of 1099's issued (calendar)	742	697	725	750	760
<i>Objective: Process transactions and maintain accurate records of capital assets owned by the County.</i>					
# of fixed assets maintained	3,195	3,332	3,577	3,625	3,700

Department: Fiscal & Administrative Services 01.04.22
Division\Program: Treasury Fund: General
Program Administrator: Eric Jackson, Chief of Treasury

www.charlescountymd.gov/fas/treasury/treasury

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$719,534	\$736,600	\$698,100	\$719,100	(\$17,500)	-2.4%
Fringe Benefits	223,411	239,400	224,100	225,800	(13,600)	-5.7%
Operating Costs	145,929	169,700	172,500	172,500	2,800	1.6%
Total Expenditures	\$1,088,874	\$1,145,700	\$1,094,700	\$1,117,400	(\$28,300)	-2.5%
Revenues	\$127,472	\$118,400	\$120,400	\$120,400	\$2,000	1.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** decrease due to turnover.
- **Operating Costs** increased to cover quarterly conferences for the Chief of Treasury and to cover an increase in the Homestead Tax Credit Program fee that is paid to the State.
- **Revenues** were adjusted to reflect current trends.

Description:

The Treasury Division is responsible for the collection and investment of all County funds except pension plans. The office administers and collects County property taxes, as well as taxes for the incorporated towns of Indian Head and La Plata and for the State of Maryland. The Treasury Division collects payments for various County sponsored services such as utility bills, tag-a-bags, liquor licenses, permits, dog tags, motor vehicle registrations, and other various fees and fines. This office maintains all property tax accounts, including processing additions, abatements, transfers, address changes, tax liens, and conducting the tax sale each year. Deeds must also be researched and validated through this office prior to recording at the Court House. The Treasury Division is responsible for the tracking and maintenance of bankruptcy cases. The Treasury Division is also responsible for the collection of recordation and county transfer tax. All accounts payable and Section 8 rental assistance checks are disbursed by this office. The Division must assure that all deposited funds are adequately collateralized.

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Chief of Treasury	1.0	1.0	1.0	1.0	1.0
Deputy Treasurer	1.0	1.0	1.0	1.0	1.0
Senior Tax Specialist	1.0	1.0	1.0	1.0	1.0
Tax Specialist	3.0	3.0	3.0	3.0	3.0
Deed Specialist	2.0	2.0	2.0	2.0	2.0
Revenue Specialist	6.0	6.0	6.0	6.0	6.0
Total Full Time Equivalent	14.0	14.0	14.0	14.0	14.0

Fiscal & Administrative Services

Department:	Fiscal & Administrative Services	01.04.22
Division\Program:	Treasury	Fund: General
Program Administrator:	Eric Jackson, Chief of Treasury	

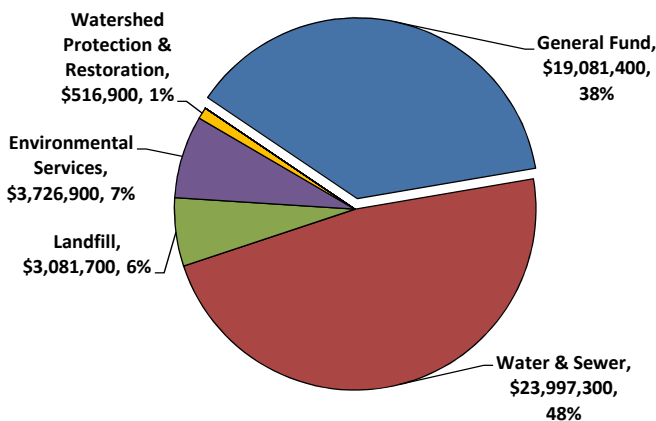
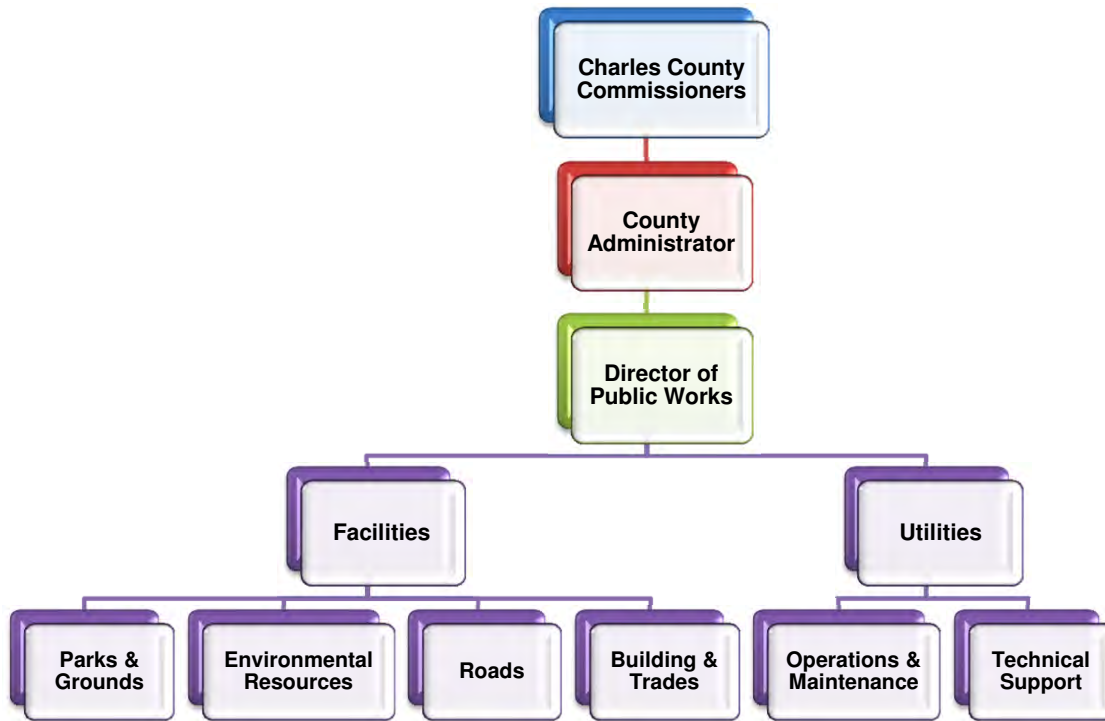
<u>Objectives & Measurements:</u>	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Projected	FY15 Estimated
Revenue Specialists: <i><u>Objective: To process cash receipt transactions in a timely, efficient, accurate and professional manner.</u></i>					
Total number of Transactions	279,801	279,925	299,597	301,000	302,000
- # of tax transactions	94,251	95,041	96,568	98,000	99,000
- # of utility transactions	123,507	125,872	127,236	129,000	130,000
- # of other transactions	62,043	59,012	75,793	74,000	73,000
- \$ amount of transactions (\$000)	\$314,000	\$319,000	\$330,000	\$333,000	\$336,000
per FTE	50,873	50,895	54,472	55,000	56,000
Deed Specialists: <i><u>Objective: To process recordation tax collections and deed verifications in a timely manner.</u></i>					
Recordation Tax instruments* (Deeds and Deeds of Trust)	7,164	6,925	8,917	7,900	8,000
Number of deed verifications	3,538	3,611	3,676	4,100	4,200
- per FTE	2,359	2,407	2,451	2,733	2,800
Tax Specialists: <i><u>Objective: To accurately maintain County tax property accounts.</u></i>					
# of tax accounts maintained	65,446	64,802	67,085	68,000	69,000
- per FTE	16,362	16,201	16,771	17,000	17,000
Number of address changes	2,575	1,615	3,135	3,200	3,300

Public Works Summary

William A. Shreve, Director of Public Works
 Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646
 Physical Address: 10430 Audie Ln., La Plata, MD 20646
www.charlescountymd.gov/pw/welcome

301-932-3440 301-870-2778
 7:30 a.m.-4:00 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$8,198,855	\$7,969,400	\$8,697,300	\$8,647,000	\$677,600	8.5%
Fringe Benefits	2,755,976	2,758,000	2,964,900	2,936,200	178,200	6.5%
Operating Costs	8,508,864	7,236,300	7,687,300	7,498,200	261,900	3.6%
Capital Outlay / Maintenance	0	13,100	0	0	(13,100)	-100.0%
Total Expenditures	\$19,463,695	\$17,976,800	\$19,349,500	\$19,081,400	\$1,104,600	6.1%
Revenues	\$948,706	\$946,300	\$1,584,200	\$1,584,200	\$637,900	67.4%
Total Expenditures as % of Budget:	5.8%	5.1%	4.9%	5.2%		



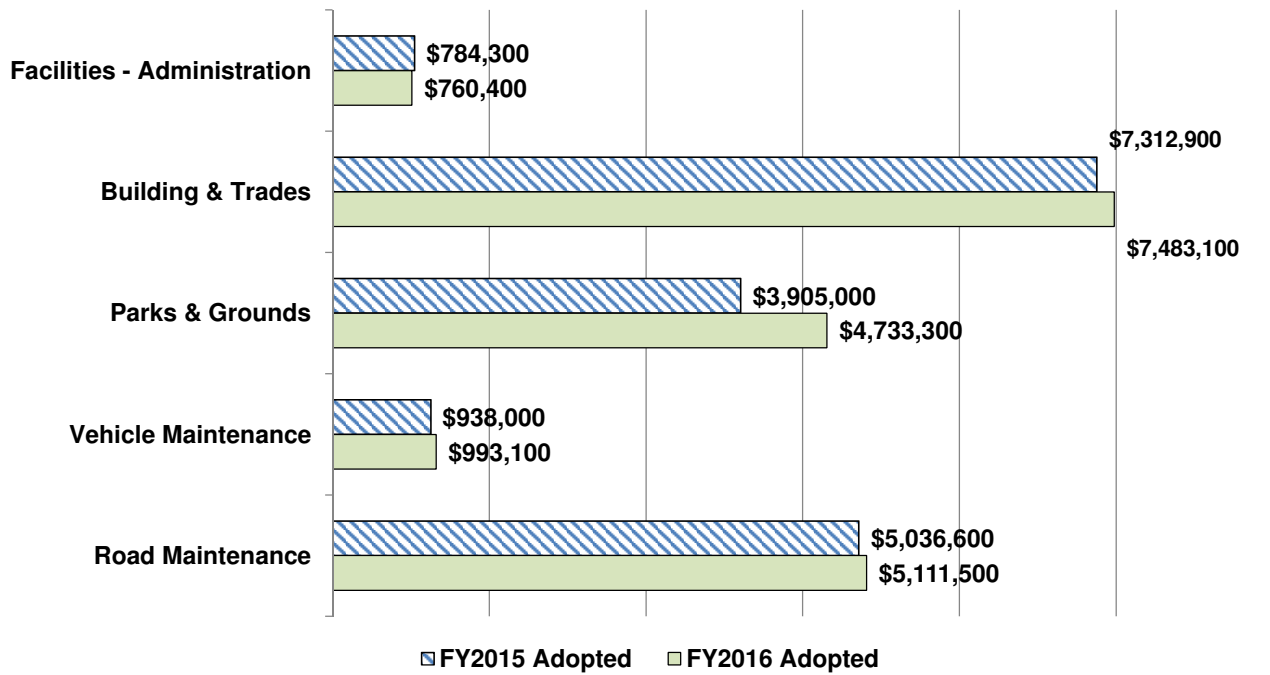
TOTAL FY2016 DEPARTMENT BUDGET
\$50,404,200

(Totals for funds other than the General Fund exclude debt service and funding for future reserves.)

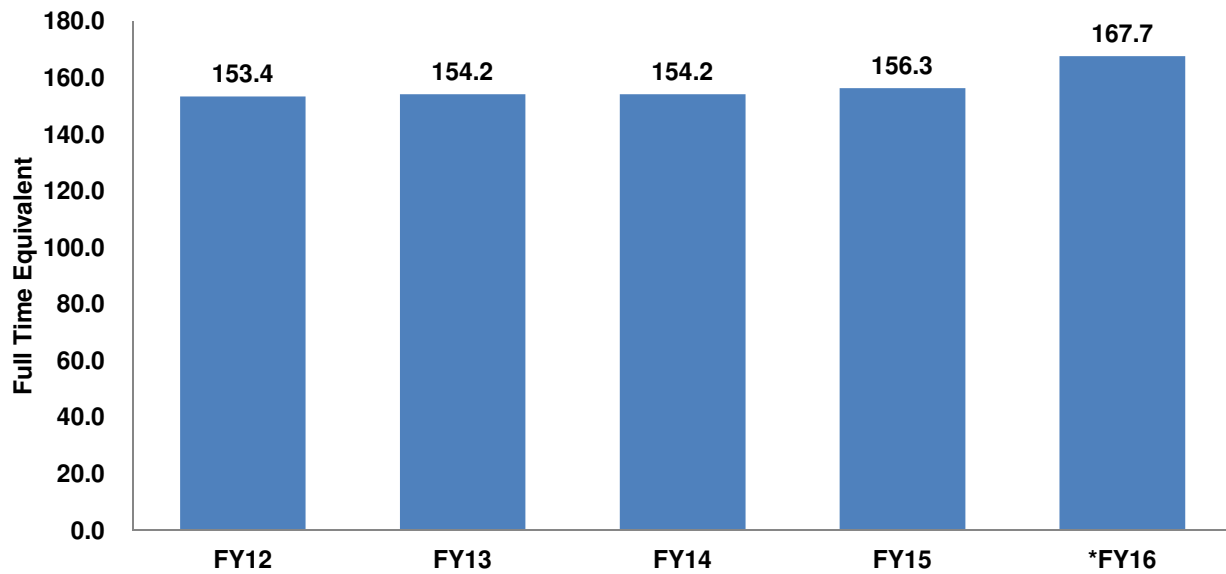
As indicated by the graph, the Department of Public Works is allocated through several different funds.

Public Works Expenditure and Staff History

GENERAL FUND



Staffing History



Positions by Program:

	FY12	FY13	FY14	FY15	FY16
Facilities - Administration	9.8	8.8	8.8	8.8	8.4
Building & Trades	49.7	50.7	50.7	52.8	52.8
* Parks & Grounds	46.1	46.8	46.8	46.8	57.5
Vehicle Maintenance	8.6	8.6	8.6	8.6	9.6
Road Maintenance	39.2	39.3	39.3	39.3	39.3
Total Full Time Equivalent	153.4	154.2	154.2	156.3	167.7

*FY16 increase is mainly due to the Golf Course positions being transferred to the General Fund.

Public Works

Department: Public Works 01.05.06
Division\Program: Facilities - Administration Fund: General
Program Administrator: Bill Shreve, Director of Public Works
www.charlescountymd.gov/pw/facilities/la-plata-office-facilities

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$517,087	\$519,000	\$511,700	\$524,000	\$5,000	1.0%
Fringe Benefits	208,169	215,100	201,800	203,100	(12,000)	-5.6%
Operating Costs	15,997	37,100	33,300	33,300	(3,800)	-10.2%
Capital Outlay	0	13,100	0	0	(13,100)	-100.0%
Total Expenditures	\$741,254	\$784,300	\$746,800	\$760,400	(\$23,900)	-3.0%
Revenues	\$12,915	\$9,800	\$11,000	\$11,000	\$1,200	12.2%

Changes and Useful Information:

- The **Operating Costs** budget decrease is due to one time FY15 cost.
- **Capital Outlay** was for one time FY15 cost for shelving and racks for warehouse.
- **Revenues** were adjusted based on actual.

Description:

The Department of Public Works provides front line service to the citizens of Charles County through the park system, road system, solid waste services, environmental and recycling programs, and sports programs, as well as providing construction, renovation, and maintenance of County and other governmental agency facilities.

The Administration Division manages and coordinates all DPW/Facilities' operations, including personnel management of over 200 full time employees and 200 part time employees, as well as fiscal management of over \$25,000,000 in operating budgets and approximately \$30,000,000 in capital improvement projects. In addition, Inventory Control provides procurement and distribution of stocked inventory valued at over \$1,200,000 and manages the County's computerized fleet analysis and fuel management system.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Director of Public Works	1.0	1.0	1.0	1.0	1.0
Asst. Director of Public Works - Facilities	1.0	1.0	1.0	1.0	1.0
Inventory & Fleet Mgmt Operations Manager	0.0	0.0	0.0	1.0	1.0
Financial Support Manager	1.0	1.0	1.0	1.0	1.0
Inventory Control Coordinator	1.0	1.0	1.0	0.0	0.0
Inventory Control Specialist	0.0	0.0	0.0	1.0	1.0
Public Facilities Specialist	1.0	1.0	1.0	1.0	1.0
Management Support Specialist	1.0	1.0	1.0	1.0	1.0
Administrative Associate	2.0	2.0	2.0	2.0	2.0
Inventory Control Associate	0.0	0.0	0.0	1.0	1.0
Office Associate II	1.0	1.0	1.0	1.0	1.0
Office Associate I	1.0	0.0	0.0	0.0	0.0
Supply Clerk I	2.0	2.0	2.0	0.0	0.0
Total Full Time Equivalent	12.0	11.0	11.0	11.0	11.0
Allocated to W&S Enterprise Fund	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Allocated to Solid Waste Enterprise Fund	(0.8)	(0.8)	(0.8)	(0.8)	(0.9)
Allocated to Environmental Svc. Fee Fund	(0.4)	(0.4)	(0.4)	(0.4)	(0.8)
Net Cost to General Fund	9.8	8.8	8.8	8.8	8.4

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: Amount of requisitions received internally (DPF) and from Purchasing.</i>					
Requisitions Processed	598	565	649	650	650
<i>Objective: Amount of citizen issues that are resolved via telephone, in person or in writing.</i>					
Number of constituent issues	628	624	648	660	630
<i>Objective: Number of transactions of items obtained through Inventory Control.</i>					
# of inventory transactions	91,846	88,418	90,124	92,000	94,000
-transactions per FTE	45,923	44,209	45,062	46,000	47,000

Public Works

Department: Public Works 01.05.33
Division\Program: Building & Trades Fund: General
Program Administrator: John Earle, Chief of Building & Trades
www.charlescountymd.gov/pw/bt/buildings-and-trades

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$2,711,780	\$2,700,700	\$2,836,400	\$2,799,900	\$99,200	3.7%
Fringe Benefits	904,208	945,000	995,700	968,200	23,200	2.5%
Operating Costs	3,408,099	3,667,200	3,735,100	3,715,000	47,800	1.3%
Total Expenditures	\$7,024,087	\$7,312,900	\$7,567,200	\$7,483,100	\$170,200	2.3%
Revenues	\$542,135	\$560,700	\$602,300	\$602,300	\$41,600	7.4%

Changes and Useful Information:

- **Personal Services** increase includes funding for the a new Custodial Worker position that was approved during FY2015. This position is funded by the Health Department.
- The **Operating Costs** have increased based on activity in the Electricity and Utilities accounts.
- **Revenues** represent funds received from the Health Department and the Courthouse. Increase is to cover the Custodial Worker position.

Description:

Buildings & Trades Division is responsible for the efficient operation and maintenance of 160 County facilities, covering over one million square feet. The Division consists of five specialized work centers that provide service, maintenance, and improvements to all County facilities. These include Building Maintenance, HVAC, Electrical, Construction and Custodial Services. Building & Trades also performs a significant amount of capital improvement projects, including new construction and renovation of existing facilities.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Chief of Building & Trades	1.0	1.0	1.0	1.0	1.0
Operations Manager	0.0	1.0	1.0	1.0	1.0
CIP Construction Project Manager	1.0	1.0	1.0	1.0	1.0
Facilities Maintenance Superintendent	3.0	3.0	3.0	3.0	3.0
Construction Superintendent	1.0	1.0	1.0	1.0	1.0
Construction Supervisor	1.0	1.0	1.0	1.0	1.0
HVAC Supervisor	1.0	1.0	1.0	1.0	1.0
Custodial Superintendent	1.0	1.0	1.0	1.0	1.0
Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0
Electrician III	2.0	2.0	2.0	2.0	2.0
Facilities Maintenance Technician III	2.0	2.0	2.0	2.0	2.0
Custodial Supervisor	1.0	1.0	1.0	1.0	1.0
Electrician II	3.0	3.0	3.0	3.0	3.0
Facilities Maintenance Technician II	10.0	10.0	10.0	10.0	10.0
Electrician I	2.0	2.0	2.0	2.0	2.0
Facilities Maintenance Technician I	2.0	2.0	2.0	2.0	2.0
Custodial Worker II	3.0	3.0	3.0	4.0	4.0
Custodial Worker I	14.7	14.7	14.7	14.7	14.7
Part-time Positions	3.0	3.0	3.0	4.1	4.1
Total Full Time Equivalent	52.7	53.7	53.7	55.8	55.8
Allocated to W&S Enterprise Fund	(3.0)	(3.0)	(3.0)	(3.0)	(3.0)
Net Cost to General Fund	49.7	50.7	50.7	52.8	52.8

Public Works

Department: Public Works 01.05.33
Division\Program: Building & Trades Fund: General
Program Administrator: John Earle, Chief of Building & Trades
www.charlescountymd.gov/pw/bt/buildings-and-trades

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated
<i>Objective: To ensure a safe, satisfactory and comfortable work environment.</i>					
Square Footage Maintained	1,034,200	1,034,260	1,044,460	1,091,325	1,200,655
Per FTE	36,936	36,938	37,302	38,976	42,881
<i>Objective: To ensure all facilities are maintained to a safe and comfortable standard.</i>					
# of Work orders Received (all*)	18,856	19,890	6,474	7,770	9,325
work orders per FTE	725	765	249	299	359
<i>Objective: To ensure proper and safe operation of all systems with minimal down time.</i>					
Preventive Maintenance performed	298	395	852	940	1,030
work orders per FTE	33	44	95	104	114

Public Works

Department: Public Works 01.05.41
Division\Program: Parks & Grounds Fund: General
Program Administrator: Thomas Roland, Chief of Parks & Grounds
www.charlescountymd.gov/pw/parks/parks-and-grounds

Expenditure Category	FY2014	FY2015	FY2016	FY2016	\$ Change	%
	Actual	Adopted	Request	Adopted	from FY2015	Chg.
Personal Services	\$2,138,066	\$2,168,600	\$2,635,400	\$2,627,400	\$458,800	21.2%
Fringe Benefits	726,288	683,300	835,800	828,300	145,000	21.2%
Operating Costs	952,752	1,053,100	1,280,800	1,277,600	224,500	21.3%
Total Expenditures	\$3,817,106	\$3,905,000	\$4,752,000	\$4,733,300	\$828,300	21.2%
Revenues	\$393,655	\$375,800	\$970,900	\$970,900	\$595,100	158.4%

Changes and Useful Information:

- For FY2016, Golf Course operations are now included in the General Fund. The Parks & Grounds expenditure and revenue budgets were adjusted to include this operation.
- The **Operating Costs** were also adjusted for the following reasons:
 - Equipment funding to replace worn and broken soccer goals, two landscape trailers, five pedal boats, 15 hp outboard, charcoal grills at rental pavilions, a tractor bucket fork attachment, and football goals.
 - Due to the Smallwood Drive Park and Ride opening in October, Contract Services were adjusted to cover Contract Mowing, Trash Service and Litter Control. Also Electricity, General Supplies, and General Repairs have also increased. These increases were prorated for nine months and the FY2017 budget will be adjusted to cover the additional three months.

Description:

The Parks and Grounds Division is responsible for the County-wide delivery of leisure services. Our mission is to improve the quality of life of our residents by providing diverse and wholesome outdoor recreation opportunities. This division manages 31 parks, an 18-hole golf course, a skateboard park and numerous boat launch facilities. Parks and Grounds offer amenities such as outdoor athletic fields, picnic areas, hiking trails and tennis courts.

Most of the County's outdoor sports programs are organized and directed by the Parks and Grounds Division. Leagues are offered year-round for both youth and adult sports enthusiasts.

In addition to maintenance and operation of our 4,051 acres of parkland, this division is responsible for grounds maintenance and snow removal at 28 government owned buildings. This division also manages a significant number of capital improvement projects including acquisition and development of new park facilities.

Public Works

Department: Public Works 01.05.41
Division\Program: Parks & Grounds Fund: General
Program Administrator: Thomas Roland, Chief of Parks & Grounds

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Chief of Parks & Grounds	1.0	1.0	1.0	1.0	1.0
Park Services Administrator	1.0	1.0	1.0	1.0	1.0
Golf Course Superintendent	1.0	1.0	1.0	1.0	1.0
Grounds Operation Manager	1.0	1.0	1.0	1.0	1.0
Parks & Grounds Superintendent	1.0	1.0	1.0	1.0	1.0
Golf Course Manager	1.0	1.0	1.0	1.0	1.0
Park Manager	5.0	5.0	5.0	5.0	5.0
Sports Program Coordinator	2.0	2.0	2.0	2.0	2.0
Golf Course Equipment Supervisor	1.0	1.0	1.0	1.0	1.0
Park Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0
Assistant Park Manager	7.0	7.0	7.0	6.0	6.0
Equipment Operator III	5.0	5.0	5.0	5.0	5.0
Assistant Golf Course Superintendent	1.0	1.0	1.0	1.0	1.0
Grounds Maintenance Worker II	2.0	2.0	2.0	3.0	3.0
Grounds Maintenance Worker I	4.0	4.0	4.0	4.0	4.0
Part Time Positions	23.5	23.5	23.5	23.5	23.5
Total Full Time Equivalent	57.5	57.5	57.5	57.5	57.5
Allocated to Recreation Enterprise Fund	(10.7)	(10.7)	(10.7)	(10.7)	0.0
Allocated to Capital Projects	(0.8)	0.0	0.0	0.0	0.0
Net Cost to General Fund	46.1	46.8	46.8	46.8	57.5

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated
<i>Objective: To effectively meet the outdoor recreation / active sports needs of county residents.</i>					
Number of Leagues maintained	69	68	69	70	70
per FTE	23	23	23	23	23
Number of Participants	17,214	17,305	17,058	17,150	17,300
per FTE	5,738	5,768	5,686	5,717	5,767
Number of Associations	43	43	43	45	45
per FTE	14	14	14	15	15
Number of Scheduled Sessions	8,399	7,929	8,051	8,100	8,200
per FTE	2,800	2,643	2,684	2,700	2,733
Average Games per Athletic Field	82	77	78	79	80
<i>Objective: To provide a high level of grounds maintenance to all government buildings to ensure a safe and aesthetically pleasing product.</i>					
Building site acres maintained	790	790	792	795	795
# of employees	10	10	10	10	10
per FTE	79	79	79	80	80
<i>Objective: Promote golf play and provide quality, reasonably priced golf experience.</i>					
Number of Rounds of Golf	27,583	28,412	26,105	28,000	28,500
Number of Season Passes	125	102	101	120	125
Number of Tournaments/Outings	14	17	20	21	24

Public Works

Department: Public Works 01.05.44
Division\Program: Vehicle Maintenance Fund: General
Program Administrator: Dennis Fleming, Chief of Environmental Resources
www.charlescountymd.gov/pw/facilities/la-plata-office-facilities

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$488,039	\$515,200	\$566,800	\$578,800	\$63,600	12.3%
Fringe Benefits	167,076	184,500	188,700	190,100	5,600	3.0%
Operating Costs	176,366	238,300	224,200	224,200	(14,100)	-5.9%
Total Expenditures	\$831,482	\$938,000	\$979,700	\$993,100	\$55,100	5.9%

Changes and Useful Information:

- **Personal Services** were adjusted to reflect the impact of moving a position that is funded from the Recreation Enterprise Fund (the Golf Course) to the General Fund.
- The **Operating Costs** decrease is due to one time FY2015 cost.

Description:

Vehicle Maintenance provides maintenance and repair of over 1,000 tagged and non-tagged vehicles and equipment, including auto body work and repair. Provides professional preventative maintenance and repairs for all County vehicles and equipment, tracks costs and repair histories, fuel usage, and makes replacement recommendations.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Chief of Environmental Resources	1.0	1.0	1.0	1.0	1.0
Fleet Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Lead Mechanic	1.0	1.0	1.0	1.0	1.0
Auto Body Mechanic	1.0	1.0	1.0	1.0	1.0
Fleet Maintenance Technician III	3.0	3.0	3.0	3.0	3.0
Fleet Maintenance Technician II	3.0	3.0	3.0	3.0	3.0
Fleet Maintenance Technician I	1.8	1.8	1.8	1.8	1.8
Golf / Equipment Mechanic Assistant	1.0	1.0	1.0	1.0	1.0
Part Time Positions	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	13.4	13.4	13.4	13.4	13.4
Allocated to W&S Enterprise Fund	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
Allocated to Solid Waste Enterprise Fund	(1.8)	(1.8)	(1.8)	(1.8)	(1.8)
Allocated to Recreation Enterprise Fund	(1.0)	(1.0)	(1.0)	(1.0)	0.0
Net Cost to General Fund	8.6	8.6	8.6	8.6	9.6

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: To complete all work orders promptly to ensure minimum downtime.</i>					
Work orders	5,276	5,044	5,601	5,630	5,660
per FTE	660	631	700	704	708
<i>Objective: To perform preventative maintenance every 7,500 miles on all tagged vehicles in order to ensure the safe operation of these vehicles.</i>					
Preventive maintenance completed	1,323	1,428	1,457	1,460	1,470
per FTE	165	179	182	183	184
# of vehicles maintained	855	852	887	895	900
per FTE	107	107	111	112	113

Public Works

Department: Public Works 01.05.53
Division\Program: Road Maintenance Fund: General
Program Administrator: Steve Staples, Chief of Roads
www.charlescountymd.gov/pw/roads/roads

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$2,343,883	\$2,065,900	\$2,147,000	\$2,116,900	\$51,000	2.5%
Fringe Benefits	750,234	730,100	742,900	746,500	16,400	2.2%
Operating Costs	3,955,649	2,240,600	2,413,900	2,248,100	7,500	0.3%
Total Expenditures	\$7,049,766	\$5,036,600	\$5,303,800	\$5,111,500	\$74,900	1.5%

Changes and Useful Information:

- The **Operating Costs** increase allows for a 2% increase in the General Repairs and Maintenance account to help cover the increase in number of roads/miles maintained.
- Roads division budget includes \$784,800 for storm events.

Description:

The Roads Division performs repair and maintenance for over 1,670 lane miles of County roadways. This includes resurfacing, deep patching, tree trimming, mowing, culvert and shoulder maintenance, traffic safety, as well as snow removal and emergency response to other weather related activities.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Chief of Roads	1.0	1.0	1.0	1.0	1.0
Roads Operations Manager	1.0	0.0	0.0	0.0	0.0
Roads Superintendent	2.0	2.0	2.0	2.0	2.0
Road Project Manager	1.0	1.0	1.0	1.0	1.0
Bridge Mgmt/Project Manager	1.0	1.0	1.0	1.0	1.0
Special Projects Manager-Pavement	1.0	1.0	1.0	1.0	1.0
Road Maintenance Supervisor	5.0	5.0	5.0	5.0	5.0
Traffic/Sign Crew Leader	1.0	1.0	1.0	1.0	1.0
Sign Shop Manager	1.0	1.0	1.0	1.0	1.0
Citizen Request Coordinator	0.0	1.0	1.0	1.0	1.0
Equipment Operator IV	1.0	1.0	1.0	1.0	1.0
Equipment Operator III	7.0	7.0	7.0	7.0	7.0
Equipment Operator II	12.0	12.0	12.0	12.0	12.0
Part Time Positions	5.7	5.7	5.7	5.7	5.7
Total Full Time Equivalent	39.7	39.7	39.7	39.7	39.7
Allocated to Capital Projects	(0.5)	(0.4)	(0.4)	(0.4)	(0.4)
Net Cost to General Fund	39.2	39.3	39.3	39.3	39.3

Objectives & Measurements:

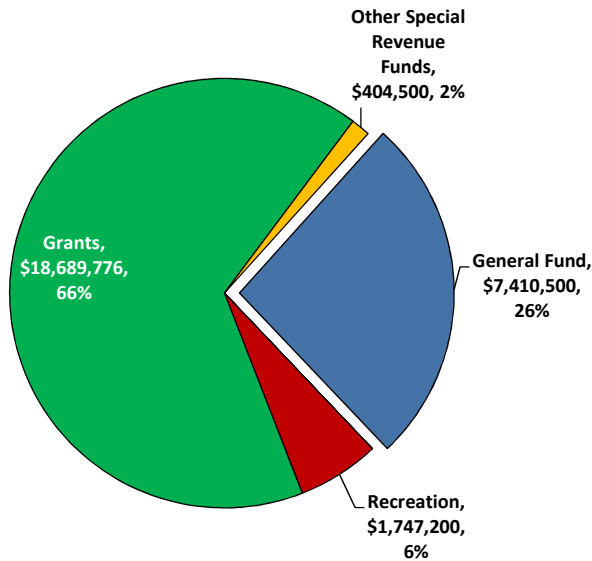
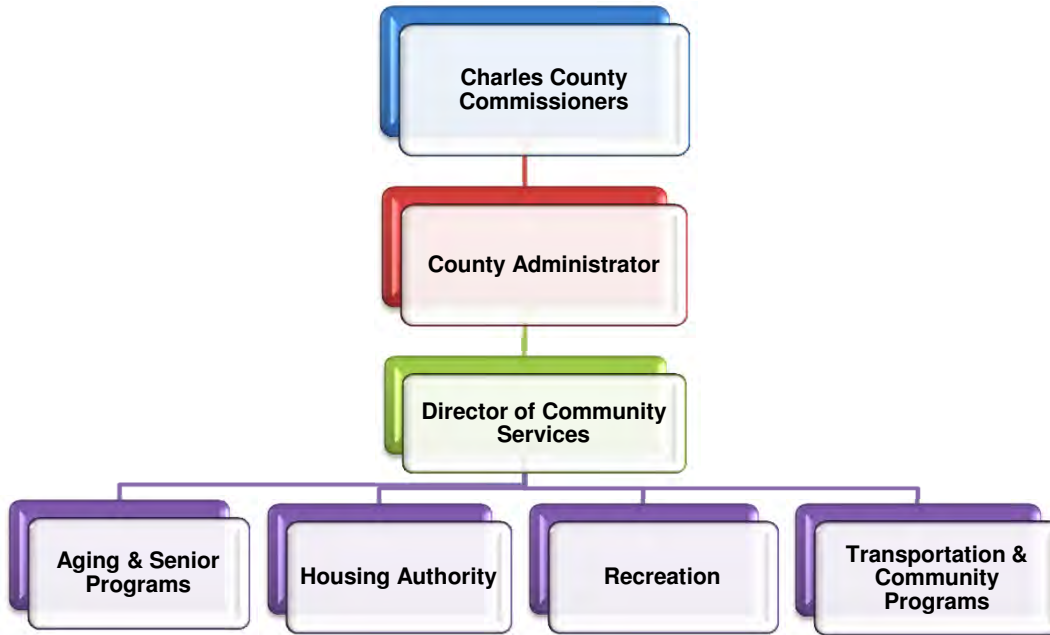
	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: To assure safe & smooth surfaced roads, cost per mile depends on width of roadway.</i>					
Miles resurfaced	72	63	58	60	65
Cost per Mile:					
Asphalt	\$176,000	\$175,000	\$199,449	\$180,000	\$200,000
Slurry	\$26,000	\$35,500	\$29,488	\$33,000	\$35,000
Modified Seal	\$18,000	\$19,600	\$20,658	\$22,000	\$22,000
Crack Seal	\$3,000	\$3,200	\$3,552	\$3,500	\$3,600
% of Miles Resurfaced	4.50%	2.29%	2.00%	2.55%	2.10%
<i>Objective: To provide maximum road maintenance with minimum number of staff.</i>					
# of lane miles maintained **	1,600	1,625	1,662	1,680	1,700
- # of employees	35	35	35	35	35
- per FTE	45.7	46.4	47.5	48.0	48.6
**Refined methodology with laser road profiling technology, consistent with SHA.					
<i>Objective: To repair all reported potholes within 24 hours.</i>					
Number of Pothole Reports	178	107	306	200	200

Community Services Summary

Eileen Minnick, Director of Community Services
 Mailing Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
 Physical Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
www.charlescountymd.gov/cs

301-934-9305 301-870-3388
 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$2,561,626	\$2,664,900	\$2,775,200	\$2,724,900	\$60,000	2.3%
Fringe Benefits	766,665	804,600	855,400	823,100	18,500	2.3%
Operating Costs	394,532	483,700	438,200	436,400	(47,300)	-9.8%
Agency Funding	5,272	50,000	50,000	50,000	0	0.0%
Transfers Out	2,489,324	2,972,800	3,384,500	3,376,100	403,300	13.6%
Total Expenditures	\$6,217,419	\$6,976,000	\$7,503,300	\$7,410,500	\$434,500	6.2%
Revenues	\$6,049	\$8,100	\$7,200	\$7,200	(\$900)	-11.1%
Total Expenditures as % of Budget:	1.9%	2.0%	1.9%	2.0%		



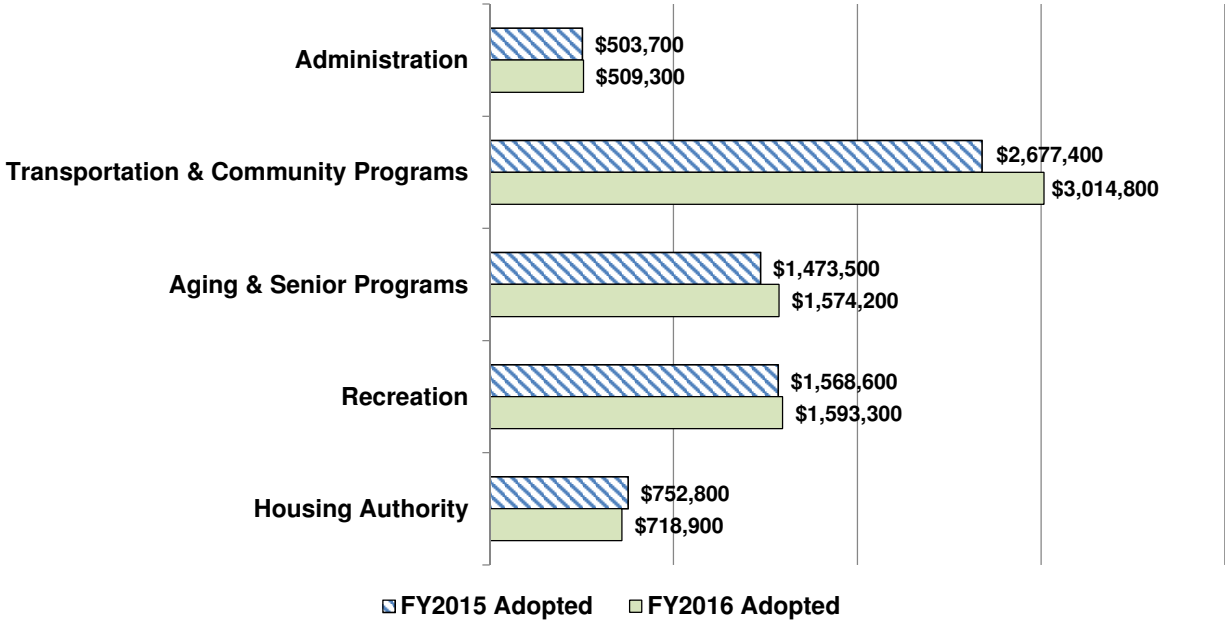
TOTAL FY2016 DEPARTMENT BUDGET \$28,251,976

(Totals for funds other than the General Fund exclude transfers-in from the General Fund, debt service, and funding for future reserves.)

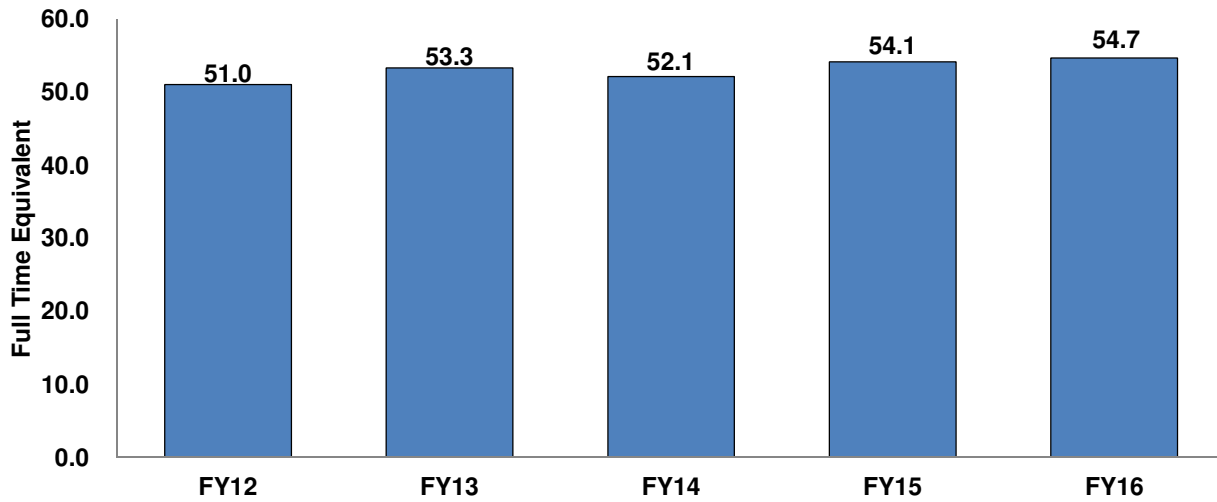
As indicated by the graph, the Department of Community Services is allocated through several different funds.

Community Services Expenditure and Staff History

GENERAL FUND



Staffing History



Positions by Program:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Administration	4.0	5.0	5.0	5.5	5.5
Transportation & Comm. Programs	0.0	0.0	0.0	0.0	0.0
Aging & Senior Programs	17.2	18.6	17.4	18.0	18.7
Recreation	26.6	26.4	26.4	27.4	27.2
Housing Authority	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	51.0	53.3	52.1	54.1	54.7

Community Services

Department: Community Services 01.06.06
Division\Program: Administration Fund: General
Program Administrator: Eileen Minnick, Director of Community Services
www.charlescountymd.gov/cs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$320,650	\$334,000	\$333,900	\$341,400	\$7,400	2.2%
Fringe Benefits	88,955	93,100	92,600	93,400	300	0.3%
Operating Costs	13,571	26,600	24,500	24,500	(2,100)	-7.9%
Agency Funding	5,272	50,000	50,000	50,000	0	0.0%
Total Expenditures	\$428,448	\$503,700	\$501,000	\$509,300	\$5,600	1.1%

Changes and Useful Information:

- **Operating Costs** decrease is net result of budgeting to meet current trends.
- **Agency Funding** is for the Tri County Youth Services Summer Youth Employment Program.

Description:

The Department of Community Services is the most direct link between County Government and the public. The Department provides programs and services that affect every part of the population, consisting of six major programs, each with its own focus, all with the same goal: to provide quality programs and services to Charles County residents. The overall direction and goals for the Department of Community Services are established within the Administration Division.

The Director, working closely with the County Commissioners and the division chiefs, creates the framework for addressing community needs. The Administration Division is also responsible for the direct supervision of the child care programs.

In FY2013, the Department of Community Services enacted the Vision 2020 Pilot Program with a mission to significantly reduce the number of Charles County residents, living in poverty, by the year 2020. Ten identified individuals and/or families will participate in the program each year to achieve the goal of moving out of poverty and into long term, sustainable living conditions.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Director of Community Service	0.8	0.8	0.8	0.8	0.8
Assistant to Director	1.0	1.0	1.0	1.0	1.0
Social Worker	0.0	1.0	1.0	1.0	1.0
Program Specialist (Recreation)	1.0	1.0	1.0	1.0	1.0
Administrative Associate	0.8	0.8	0.8	0.8	0.8
Office Associate I	1.0	1.0	1.0	1.0	1.0
Part Time Positions	0.0	0.0	0.0	0.5	0.5
Total Full Time Equivalent	4.6	5.6	5.6	6.1	6.1
Allocated to Recreation Fund	0.0	0.0	(0.3)	(0.3)	(0.3)
Allocated to Housing Assistance Fund	(0.6)	(0.6)	(0.3)	(0.3)	(0.3)
Net Cost to General Fund	4.0	5.0	5.0	5.5	5.5

Community Services

Department: Community Services 01.06.110
Division\Program: Transportation & Community Programs \ Transportation Fund: General
Program Administrator: Jeffrey Barnett, Chief of Transportation & Community Programs
www.charlescountymd.gov/cs/transportation/transportation-and-community-programs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Transfers Out	2,458,594	2,677,400	3,043,400	3,014,800	337,400	12.6%
Total Expenditures	\$2,458,594	\$2,677,400	\$3,043,400	\$3,014,800	\$337,400	12.6%

Changes and Useful Information:

- **Transfer Out** represents the County's share of transportation operating grants and a 10% match on capitalized preventative maintenance, half of the Phase II Feasibility Study, eleven (11) replacement buses & replacement of two (2) sedans with mini-buses. An increase in operating is due to anticipated 1.8% increased cost of vendor contract for route services and \$150,287 in matching funds for full year implementation of St. Charles D (High School/Stadium) route.

Description:

The Transportation Program was established with the goal of providing a cost-effective, coordinated transportation service to all county residents. All transportation services are marketed as VanGO to provide an easily recognized service name to the public. VanGO services include general public fixed-route transportation, as well as specialized services. Services are provided through contract with a transportation vendor.

Transportation staff provide daily administration of the contracts and services, write grants for funds and report to federal and state governments, monitor contract performance, market transportation services, and direct daily transportation services. Community Services renewed the agreement to administer the medical assistance transportation program to provide service to eligible individuals for medically necessary appointments both within and outside of Charles County. Additionally, the DCS has developed partnerships with Department of Social Services to ensure transit services in support of welfare reform initiatives.

Positions:

	<u>FY12</u> FTE	<u>FY13</u> FTE	<u>FY14</u> FTE	<u>FY15</u> FTE	<u>FY16</u> FTE
Title					
Chief of Transp. & Community Programs	1.0	1.0	1.0	1.0	1.0
Transportation Development Admin.	1.0	1.0	1.0	1.0	1.0
Transportation Services Supervisor	1.0	0.0	0.0	0.0	0.0
Transportation Specialist	2.0	2.0	2.0	2.0	2.0
Total Full Time Equivalent	5.0	4.0	4.0	4.0	4.0
Allocated to Transportation Fund	(5.0)	(4.0)	(4.0)	(4.0)	(4.0)
Net Cost to General Fund	0.0	0.0	0.0	0.0	0.0

Objectives & Measurements:

	<u>FY12</u> Actual	<u>FY13</u> Actual	<u>FY14</u> Actual	<u>FY15</u> Projected	<u>FY16</u> Estimated
<i>Objective: Refine routes and services in order to effectively implement VanGO transit.</i>					
Number of staff	4	4	4	4	4
Budget	\$4,292,463	\$4,220,038	\$4,233,378	\$4,428,113	\$4,964,416
Number of Routes	14	14	14	14	15
- per FTE	3.5	3.5	3.5	3.5	3.8
- average cost per route	\$306,605	\$301,431	\$302,384	\$316,294	\$330,323
Total Service Miles	1,225,954	1,171,946	1,150,000	1,150,000	1,207,500
- per FTE	350,272	292,987	328,571	287,500	301,875
- average cost per mile	\$3.50	\$3.60	\$3.68	\$3.85	\$4.10
Total Hours of Operation	60,072	58,003	61,300	61,300	64,400
- per FTE	17,163	14,501	17,514	15,325	16,100
- average cost per hour	\$71.46	\$72.76	\$69.06	\$72.23	\$74.40
Total Public Transit Ridership	744,516	723,398	750,000	750,000	825,000
- per FTE	212,719	180,850	214,285	187,500	206,250
- average cost per passenger	\$5.77	\$5.83	\$5.64	\$5.90	\$6.01
Passengers per Mile	0.61	0.62	0.65	0.65	0.68
<i>Objective: To seek additional revenue for all programs.</i>					
# of grants and contracts administered	9	7	8	7	7
- total value of outside funding	\$3,161,184	\$4,070,678	\$3,723,520	\$3,945,470	\$6,160,303
<i>Objective: "90% on time" departure for fixed routes</i>					
% on time within 5 minute window	98%	98%	97%	97%	97%

Note: FY12 Actual includes one-time ARRA Capital Funding.

Community Services

Department: Community Services 01.06.21
Division\Program: Aging & Senior Programs Fund: General
Program Administrator: Dina Barclay, Chief of Aging & Senior Programs
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$925,437	\$950,000	\$1,001,000	\$969,400	\$19,400	2.0%
Fringe Benefits	328,614	339,100	364,500	348,000	8,900	2.6%
Operating Costs	167,674	184,400	181,300	179,500	(4,900)	-2.7%
Transfers Out	0	0	74,000	77,300	77,300	New
Total Expenditures	\$1,421,726	\$1,473,500	\$1,620,800	\$1,574,200	\$100,700	6.8%

Changes and Useful Information:

- **Operating Costs** were reduced to meet current trends.
- The **Transfers Out** is due to the change from grant funding to fee for service for the Maryland Access Point program. It is anticipated that there will be a delay in the transition awaiting federal approval of the State's fee plan resulting in the need for a temporary subsidy in FY2016.

Description:

The Aging and Senior Programs Division serves as the designated Area Agency on Aging (AAA) and Maryland Access Point for Charles County, with the mission to provide a comprehensive and coordinated system for nutrition and long term care support services for qualified elderly and disabled adults. The Division performs three major activities: advocates on behalf of all older persons who reside in Charles County; identifies the needs of the elderly and develops plans for meeting those needs through a system of in-home and community services which enables the elderly to maintain their independence and dignity; and administers a wide variety of federal, state and local funds which support these services.

The Aging and Senior Programs Division provides direct services as well as information and referral for senior citizens and their families through a variety of programs and services to include many programs such as: Employment Opportunities; Housing and Assisted Living Programs; Income Tax Assistance/Consultation; Legal Services; Nutrition Education; Nursing Homes Advocacy; Senior Centers; Telephone Reassurance; Social Security Benefit Intake; Volunteer Opportunities; and Wellness and Fitness Programs. Local funding provided by County Commissioners is used as required matching funds for federal and state grants, to cover fringe benefits, and to provide support for a wide range of programs and services. Programs and services include operation of senior centers and associated facility expenses, grants to senior citizen clubs, volunteer coordination, senior information and assistance (including emergency services and benefits coordination), outreach, nutrition services (including congregate and home-delivered meals), as well as long-term care services (including guardianship, ombudsman services, respite care provider registry, assisted housing, & gap filling services for the frail & disabled).

In FY12, the Aging and Senior Programs Division expanded its role in the delivery of human services by committing to serve as the lead agency for Maryland Access Point (MAP) of Charles County. The goal of MAP is to provide a "no wrong door" approach to improve information and access to all program and services for which an elderly or disabled adult may be eligible. Persons seeking services receive navigation assistance from a single point of entry, and a toll-free number established for this program. MAP staff will assist with applications for public benefits and entitlement programs, as well as provide eligibility screening and options counseling to assist individuals with determining the programs available to meet their need for long term care and supportive services.

The Division has been tasked with implementing several new programs as the Affordable Care Act (ACA) phase-in of mandated programs continues in Maryland. Programs such as the Money Follows the Person nursing home diversion initiative, Balancing Incentives Program, Medicare Improvements for Patients & Providers Act project, Senior Medicare Patrol fraud prevention, and Enhanced options Counseling for the Aging & Disability Resource Center strategic plan are some examples of new state and federal directives that the Division is now administering. The Division has also been directed under a statewide plan to expand its capacity and procedures for fee-for-service billing of specific Medicaid Programs. Direct billing to Medicaid is aimed at providing more sustainable funding for ACA programs that provide long term care services and supports for disabled adults aged 18 and older, frail elderly, and their family caregivers throughout Charles County.

This division also plans and administers programs for persons of all ages at the Nanjemoy Community Center.

Community Services

Department:	Community Services	01.06.21
Division\Program:	Aging & Senior Programs	Fund: General
Program Administrator:	Dina Barclay, Chief of Aging & Senior Programs	

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Community Services	0.2	0.2	0.2	0.2	0.2
Chief of Aging & Senior Programs	1.0	1.0	1.0	1.0	1.0
Centers Administrator	1.0	1.0	1.0	1.0	1.0
Rural Center Coordinator	1.0	1.0	1.0	1.0	1.0
Aging & Disability Resource Center Coord.	1.0	1.0	1.0	1.0	1.0
Aging & Disability Resource Center Mgr	1.0	1.0	1.0	1.0	1.0
Long Term Care Coordinator	1.0	1.0	1.0	1.0	1.0
Nutritionist	1.0	1.0	1.0	1.0	1.0
Home & Community Based Services Super.	1.0	1.0	1.0	1.0	1.0
Senior Center Coordinator	1.7	1.7	1.7	1.9	1.9
Long Term Care Program Specialist	1.0	1.0	1.0	1.0	1.0
Fiscal Specialist	1.0	1.0	1.0	1.0	1.0
Program Specialist (Aging)	1.0	1.0	1.0	1.0	1.0
Physical Fitness Coordinator	1.0	1.0	1.0	1.0	1.0
Administrative Associate	0.2	0.2	0.2	0.2	0.2
Office Associate II	1.0	1.0	1.0	1.0	1.0
Custodial Worker I	1.0	1.0	1.0	1.0	1.0
Part Time Positions	14.3	16.9	14.6	15.2	14.6
Total Full Time Equivalent	30.4	33.0	30.7	31.4	30.9
Allocated to Recreation Fund	(4.0)	(3.5)	(3.5)	(3.6)	(3.6)
Allocated to Grants	(9.2)	(10.9)	(9.8)	(9.9)	(8.5)
Net Cost to General Fund	17.2	18.6	17.4	18.0	18.7

<u>Objectives & Measurements:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>

Objective: To increase participation in Maryland Access Point (MAP)

# of persons who accessed MAP for long term care support services & benefits coordination	* n/a	801	1,100	1,150	1,150
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** first year funding for MAP was FY12, for program development only. Service delivery began in FY13*

Division Report Card Indicators

# of registered seniors served (unduplicated)	3,768	3,701	4,041	4,050	4,050
Total Units of Service	248,496	235,591	240,457	240,500	240,500

*** due to budget reductions in State & Federal grants, coupled with the impact of Federal sequestration, the Division realized a slight decrease in services for FY13.*

Community Services

Department: Community Services 01.06.40
Division\Program: Recreation Fund: General
Program Administrator: Sam Drury, Chief of Recreation
www.charlescountyparks.com

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$1,109,863	\$1,164,200	\$1,223,600	\$1,193,400	\$29,200	2.5%
Fringe Benefits	280,602	299,500	329,300	312,400	12,900	4.3%
Operating Costs	67,599	104,900	87,500	87,500	(17,400)	-16.6%
Total Expenditures	\$1,458,064	\$1,568,600	\$1,640,400	\$1,593,300	\$24,700	1.6%

Changes and Useful Information:

- Change in **Personal Services and Fringe Benefits** includes the full year impact of the Pool Manager for the Donald M. Wade Aquatic Center at St. Charles High School and reduction of Part Time personnel.
- **Operating Costs** reduced as net result of budgeting to meet current trends and one-time FY2015 equipment purchases for the new indoor pool at St. Charles High School.

Description:

The Recreation Division is responsible for providing recreational and leisure time experiences for Charles County citizens of all ages, including trips and tours, therapeutic programs, discount tickets for local amusement parks, indoor sports programs, aquatics programs, gymnastics programs, summer camps, and various special events.

The division also oversees the operation of eight school-based Community Centers, the Port Tobacco gymnasium, three year-round school-based Indoor Community Pools, three seasonal outdoor public pools, and Elite Gymnastic and Recreation Center.

The community centers offer a wide array of recreational programming such as classes, workshops, middle school afterschool programs, special events, summer camps and social activities. The County's indoor sports programs are organized and directed by the Recreation Division. Leagues are offered year-round for both youth and adult sports enthusiasts.

Positions:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Title	FTE	FTE	FTE	FTE	FTE
Chief of Recreation	1.0	1.0	1.0	1.0	1.0
Recreation Services Administrator	1.0	1.0	1.0	1.0	1.0
Recreation Program Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Center Coordinator	1.0	1.0	1.0	1.0	1.0
Aquatics Supervisor	1.0	1.0	1.0	1.0	1.0
Community Center Supervisor	1.0	1.0	1.0	1.0	1.0
Special Projects Coordinator	1.0	1.0	1.0	1.0	1.0
Pool Manager	2.0	2.0	2.0	3.0	3.0
Multi-Center Coordinator	4.0	4.0	4.0	4.0	4.0
Program Specialist (Recreation)	2.0	2.0	2.0	2.0	2.0
Assistant Recreation Specialist	0.8	0.8	0.8	0.8	0.8
Part Time Positions	39.0	38.8	38.8	40.5	40.3
Total Full Time Equivalent	54.8	54.6	54.6	57.3	57.1
Allocated to Recreation Fund	(28.2)	(28.2)	(28.2)	(29.9)	(29.9)
Net Cost to General Fund	26.6	26.4	26.4	27.4	27.2

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	Actual	Actual	Actual	Projected	Estimated

Objective: Implementation of well rounded recreational programs for all ages. Monitor and adjust programs as needed to suite the needs of the Community.

Centers:

Total # of Preteen & Teen Drop-in Programs	1,073	945	837	1,000	900
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Sports:

Total # of indoor sports league participants	3,779	4,040	4,625	4,000	4,750
Total # of scheduled youth indoor games	970	1,008	1,247	1,000	1,250

Community Services

Department: Community Services 01.06.58
Division\Program: Housing Authority Fund: General
Program Administrator: Rita Wood, Chief of Housing Authority
www.charlescountymd.gov/cs/housing/housing-authority

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$205,675	\$216,700	\$216,700	\$220,700	\$4,000	1.8%
Fringe Benefits	68,494	72,900	69,000	69,300	(3,600)	-4.9%
Operating Costs	145,688	167,800	144,900	144,900	(22,900)	-13.6%
Transfers Out	30,730	295,400	267,100	284,000	(11,400)	-3.9%
Total Expenditures	\$450,587	\$752,800	\$697,700	\$718,900	(\$33,900)	-4.5%
Revenues	\$6,049	\$8,100	\$7,200	\$7,200	(\$900)	-11.1%

Changes and Useful Information:

- Decrease in **Operating Costs** is net result of budgeting to meet current trends and increase funding to Robert J. Fuller Transitional House.
- The **Transfer Out** budget represents the County's subsidy for the Housing and Urban Development (HUD) Housing Choice Voucher (HCV) Program. FY2016 funding was adjusted to estimated actual.
- **Revenues** represent Loan Fees. The decreased budget is due to revenue pattern.

Description:

The Charles County Housing Authority administers, provides, and supports a variety of housing programs aimed at assisting low - and moderate-income households to realize safe and sanitary housing conditions. The programs provide assistance in various areas, including subsidized rental payments for persons in need of rental assistance and low-interest rehabilitation loans for homeowners. In addition, support is provided to homeless transitional shelters to assist clients in obtaining permanent housing.

Programs are funded in conjunction with the US Department of Housing and Urban Development (HUD), Maryland Department of Housing and Community Development, and the Charles County Commissioners. Programs include: Housing Choice Voucher Program, Community Development Block Grant Program, State Special Loans, Rental Allowance Program, Emergency Solutions Grant Program, Down Payment Assistance Program, and the County's Settlement Expense Loan Program (SELP).

The Charles County Housing Authority Board is a seven-member advisory board that supports the Charles County Commissioners' housing goals and objectives.

The Housing Authority began local administration of the State Special Loan Program in 1992. Special Loan Programs include:

- Maryland Housing Rehabilitation Program
- Indoor Plumbing Program
- Residential Lead Abatement Program
- Senior Home Repair Program

These programs improve single-family dwellings and small rental properties for low- and moderate-income families and individuals and promote community redevelopment by improving the basic livability of properties, increasing energy conservation and meeting special housing needs such as lead paint abatement and installation of indoor water and sewer systems. Program specialists assist citizens in processing applications while state inspectors prepare work write-ups and oversee home improvements.

The loans are expensed through a Special Revenue Fund.

Community Services

Department: Community Services 01.06.58
Division\Program: Housing Authority Fund: General
Program Administrator: Rita Wood, Chief of Housing Authority

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Housing Authority	1.0	1.0	1.0	1.0	1.0
Development Services Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Program Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspector Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Program Specialist	2.0	2.0	2.0	2.0	2.0
Fiscal Specialist	1.0	1.0	1.0	1.0	1.0
Housing Inspector	2.0	2.0	2.0	2.0	2.0
Occupancy Specialist	4.0	4.0	4.0	4.0	4.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Part Time Positions	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	14.6	14.6	14.6	14.6	14.6
Allocated to Housing Assistance Fund	(10.9)	(10.9)	(10.9)	(10.9)	(10.9)
Allocated to Transportation Fund	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)
Allocated to Human Services Fund	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Net Cost to General Fund	3.2	3.2	3.2	3.2	3.2

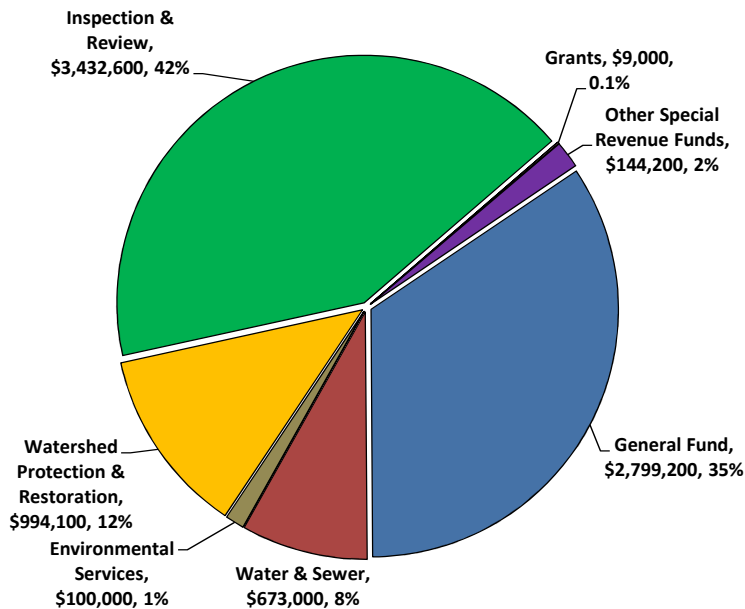
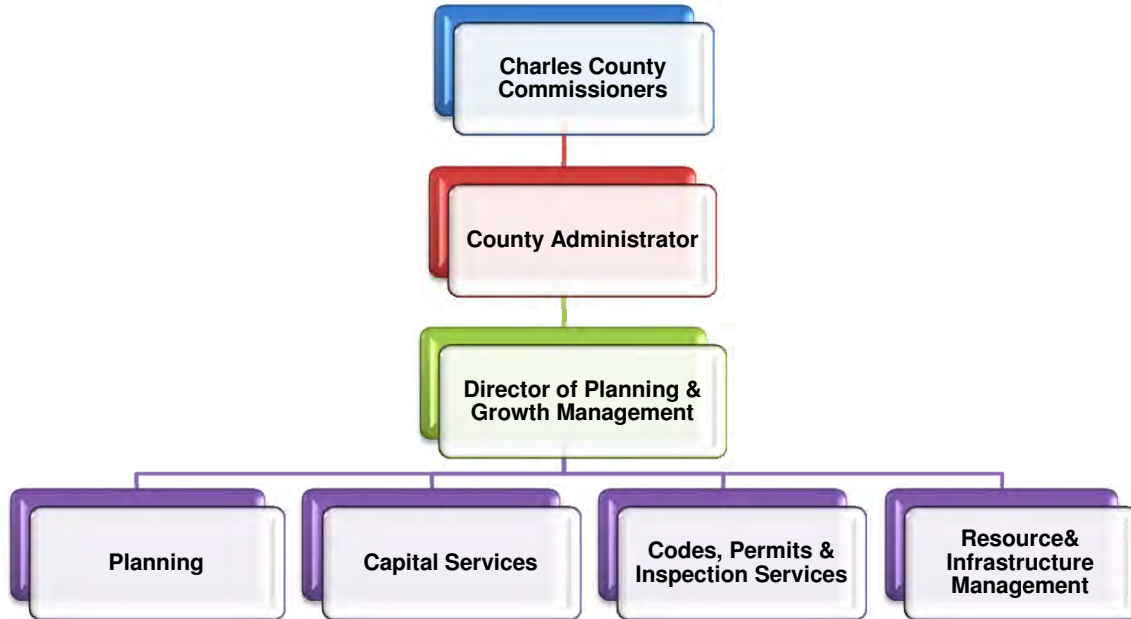
<u>Objectives & Measurements:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: Assist low and moderate-income families in attaining decent, safe, and sanitary housing by meeting the following Section 8 measurements:</i>					
Units of Assistance	844	837	814	830	830
Number of Occupancy Specialists	4	4	4	4	4
- units per FTE Counselors	211	209	204	208	208
- avg. # of re-examinations/family	3	3	3	3	3
- total per FTE per year	633	627	612	624	624
Number of Inspectors	2	2	2	2	2
- units per FTE Inspectors	422	419	407	415	415
- average number of inspections/unit	2	2	2	2	2
- total per FTE per year	844	837	814	830	830
Number HCV recertifications completed	766	815	814	830	830
Number SLP applications received	10	9	12	15	15

Planning & Growth Management Summary

Peter Aluotto, Director of Planning & Growth Management
 Mailing Address: P.O. Box 2150, La Plata, MD 20646
 Physical Address: 200 Baltimore St., La Plata, MD 20646
www.charlescountymd.gov/pgm/welcome

301-645-0627 301-870-3935
 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$1,956,486	\$2,041,500	\$2,161,100	\$2,081,000	\$39,500	1.9%
Fringe Benefits	588,034	626,800	711,500	644,200	17,400	2.8%
Operating Costs	46,027	60,300	130,600	64,300	4,000	6.6%
Transfers Out	116,271	0	0	9,700	9,700	New
Total Expenditures	\$2,706,818	\$2,728,600	\$3,003,200	\$2,799,200	\$70,600	2.6%
Revenues	\$710,879	\$697,900	\$681,000	\$681,000	(\$16,900)	-2.4%
Total Expenditures as % of Budget:	0.8%	0.8%	0.8%	0.8%		



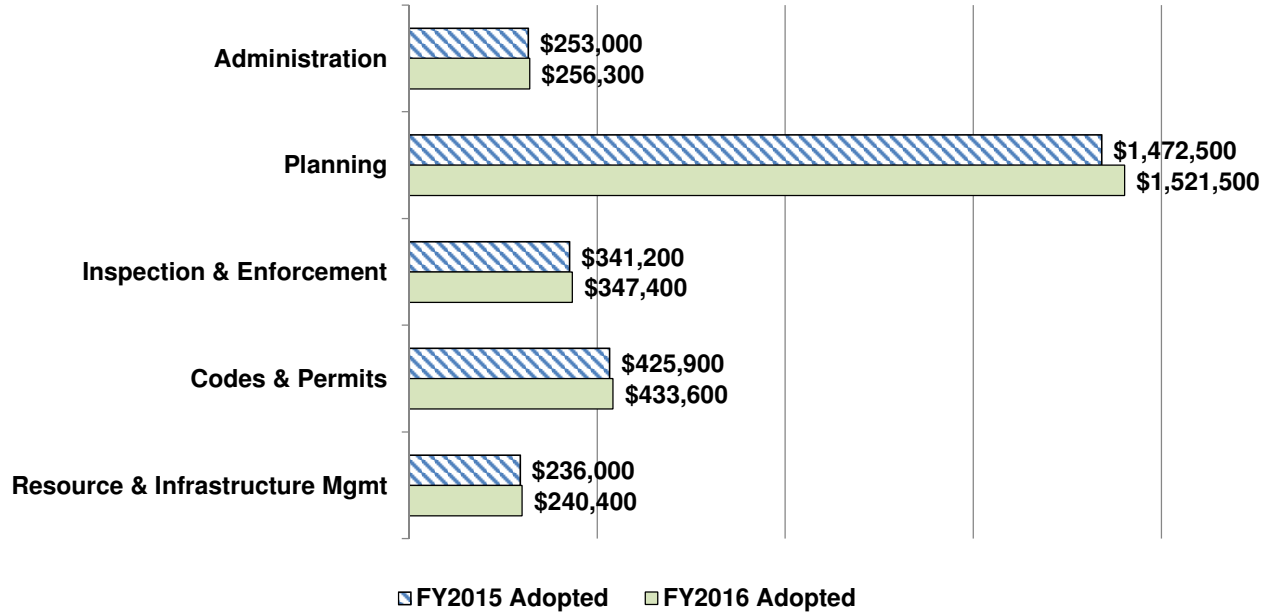
TOTAL FY2016 DEPARTMENT BUDGET \$8,152,100

(Totals for funds other than the General Fund exclude transfers-in from the General Fund and debt service payments.)

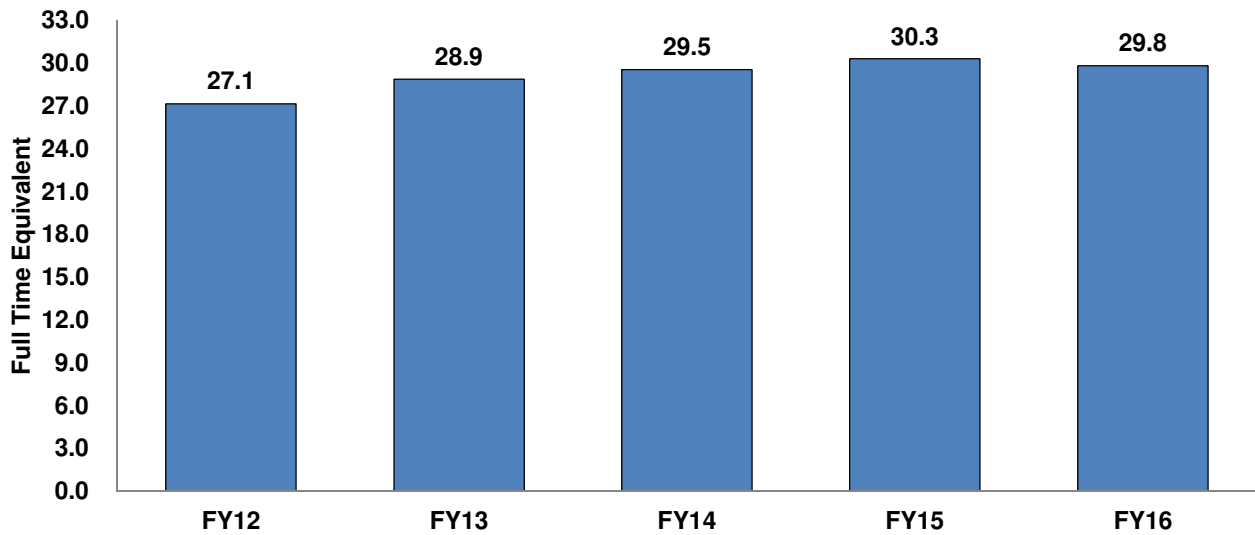
As indicated by the graph, the Department of Planning & Growth Management is allocated through several different funds.

Planning & Growth Management Expenditure and Staff History

GENERAL FUND



Staffing History



Positions by Program:

	FY12	FY13	FY14	FY15	FY16
Administration	2.6	2.6	2.2	2.2	2.2
Planning	15.8	15.7	15.7	16.4	15.9
Inspection & Enforcement	3.5	3.5	3.5	3.5	3.5
Codes & Permits	3.8	5.5	5.9	5.9	5.9
Resource & Infrastructure Mgmt	1.5	1.7	2.4	2.4	2.4
Total Full Time Equivalent	27.1	28.9	29.5	30.3	29.8

Planning & Growth Management

Department: Planning and Growth Management 01.07.06
Division\Program: Administration Fund: General
Program Administrator: Peter Aluotto, Director of Planning and Growth Management
www.charlescountymd.gov/pgm/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$191,403	\$193,600	\$193,600	\$196,800	\$3,200	1.7%
Fringe Benefits	48,910	50,800	50,500	50,900	100	0.2%
Operating Costs	5,504	8,600	8,600	8,600	0	0.0%
Total Expenditures	\$245,817	\$253,000	\$252,700	\$256,300	\$3,300	1.3%
Revenues	\$0	\$0	\$0	\$0	\$0	N/A

Description:

The mission of the Department of Planning and Growth Management is: "To provide the citizens of Charles County an effective and economical infrastructure through planning, design and construction of facilities, roadways, water and waste water systems as described in the County's Comprehensive Plan. This shall be accomplished in a timely, efficient and courteous manner with dedication and quality service in cooperation with various departments within Charles County Government". Supporting the mission of PGM are various policies which provide a comprehensive approach to the orderly planning and development of infrastructure within Charles County.

Using these policies, the Administration Division provides continuous evaluation of infrastructure needs and implements standards through updates to comprehensive plan, ordinances, policies, and procedures; maintain high standards of personnel efficiency and expertise to guarantee performance consistent with specialized obligations; develop and maintain a continuous program of education, promoting the most efficient use of the resources of the County pertaining to planning and growth management, the land necessary for roads, water and sewer, and facilities improvements, while emphasizing the socioeconomic values of comprehensive land development and programming; improve recruitment and retention as another area of emphasis in developing a top flight staff.

The responsibilities of the Administration Division include: budget administration; customer relations; department's coordination with Citizens Liaison issues; maintenance of department's central file room; dedication of roads, water and sewer systems; property acquisitions; planning, preparation & coordination of auction of surplus county properties; develop programs and procedures; grants administration; personnel administration; short and long range planning, approval of record plats and utility permits. Patapsco water supply; water conservation program; water & sewage plan; technical support; WSSC water interconnection negotiations; allocation; consent orders; pretreatment program; sludge management program; Mattawoman failing septic areas; new facilities feasibility; Inflow & Infiltration program; and the Pisgah residential well installations.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Director of PGM	1.0	1.0	1.0	1.0	1.0
Property Acquisition Officer	1.0	1.0	1.0	1.0	1.0
Administration Manager	1.0	1.0	1.0	1.0	1.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Office Associate II	1.0	1.0	0.0	0.0	0.0
Total Full Time Equivalent	5.0	5.0	4.0	4.0	4.0
Allocated to:					
Capital Projects	(1.1)	(1.1)	(0.8)	(0.8)	(0.8)
Water & Sewer Fund	(1.4)	(1.4)	(1.1)	(1.1)	(1.1)
Net Cost to General Fund	2.6	2.6	2.2	2.2	2.2

Planning & Growth Management

Department: Planning and Growth Management 01.07.06
Division\Program: Administration Fund: General
Program Administrator: Peter Aluotto, Director of Planning and Growth Management

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Customer Service

Objective: to assure that PGM provides premier customer service to all its customers.

Number of Complaints	3	1	3	5	0
Number of Compliments	22	35	31	17	30

County Property Acquisition

Objective: to assure that County property requests and acquisitions are researched, obtained, and processed in the most timely and cost efficient method possible.

Property Acquisition Req. (other than PGM)	128	80	80	90	90
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Department: Planning and Growth Management	01.07.19
Division\Program: Planning	Fund: General
Program Administrator: Steven Ball, Planning Director	
www.charlescountymd.gov/pgm/planning/planning	

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$1,027,657	\$1,098,500	\$1,210,800	\$1,118,500	\$20,000	1.8%
Fringe Benefits	315,611	343,100	427,600	358,800	15,700	4.6%
Operating Costs	23,977	30,900	40,800	34,500	3,600	11.7%
Transfers Out	116,271	0	0	9,700	9,700	New
Total Expenditures	\$1,483,516	\$1,472,500	\$1,679,200	\$1,521,500	\$49,000	3.3%
Revenues	\$172,669	\$230,900	\$176,900	\$176,900	(\$54,000)	-23.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** were adjusted for the following reasons:
 - To reflect non-competitive promotions received in FY15.
 - Part Time II budget was decreased to fund the Transfers Out budget increase.
- The **Operating Costs** budgets was adjusted for recent trends.
 - The Printing, Office Supplies, Dues & Subscriptions, and Training accounts were all increased and netted against decreases in Public Notices, Employee Education, and Vehicle Fuel.
- **Transfers out** increase is to help fund the Contract Archeologist in the Inspection Fund.

Description:

The services provided by the Planning Division include three major program areas: Community Planning, Subdivision and Site Planning and Environmental Planning.

Community Planning includes working on long range plans such as the Comprehensive Plan as well as a variety of area wide or neighborhood plans such as for the villages of Port Tobacco, Hughesville and Benedict. They also compile information on population, growth & demographic characteristics of the county and manage the Historic Preservation Commission.

Subdivision and Site Planning includes efforts related to the review, processing and approval of small and large scale development within the County. This includes supplying staff support for the Board of Zoning Appeals for Special Exception and Variance applications, reviewing of final subdivision plats and site plans, and coordination with State and county agencies. They process development requests that are presented to the Planning Commission as well as rezoning requests and code amendments that ultimately are reviewed by the Board of County Commissioners.

Environmental Planning works to implement various programs from agricultural preservation to forest conservation and watershed management. They ensure environmental resources are protected in conjunction with any impacts from land use and development. They have begun various projects related to retrofitting old development to treat water runoff and community education to help promote protection of our water bodies and the Chesapeake Bay.

Planning & Growth Management

Department:	Planning and Growth Management	01.07.19
Division\Program:	Planning	Fund: General
Program Administrator:	Steven Ball, Planning Director	

Positions:	FY12	FY13	FY14	FY15	FY16
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Planning Director	1.0	1.0	1.0	1.0	1.0
Planner IV	3.0	3.0	3.0	3.0	3.0
Planner I-III	8.0	8.0	9.0	9.0	9.0
Planning Technician	2.0	2.0	2.0	2.0	2.0
Office Associate III	2.0	2.0	2.0	2.0	2.0
Part-time Positions	1.7	1.7	1.7	1.7	1.2
Total Full Time Equivalent	17.7	17.7	18.7	18.7	18.2
Allocated to:					
Inspection & Review Fund	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)
Ag. Preservation Fund	(0.8)	(0.8)	(1.0)	0.0	0.0
Watershed Protection & Restoration Fund	0.0	0.0	(1.8)	(2.0)	(2.0)
Rural Legacy Program	(0.3)	(0.3)	0.0	0.0	0.0
Environmental Service Fee Fund	(0.5)	(0.8)	0.0	0.0	0.0
Grant Funds	(0.2)	(0.1)	(0.1)	(0.1)	(0.1)
Net Cost to General Fund	15.8	15.7	15.7	16.4	15.9

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated

Objective: to review in a timely manner any proposal to subdivide property & have those projects comply with the Comprehensive Plan, Zoning Ordinance, & Subdivision Regulations, as adopted by the County Commissioners & permanently create new parcels.

Final Subdivision Lots-# of lots recorded	286	612	896*	500	700*
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*Includes commercial, industrial and townhouse lots

Objective: to effectively implement the local Forest Conservation Review program in compliance with State Legislation as it relates to preservation of significant forest resources.

Number of Plans Submitted	29	29	27	40	40
per FTE	29	29	27	40	40
Number of Plans Approved	19	26	24	30	30
per FTE	19	26	24	30	30

Objective: to process in a timely and professional manner all special exception requests, as permitted by the Zoning Ordinance, for a hearing before the Board of Appeals.

Preparation of Staff Report	18	19	22	22	20
Number of Hearings	21	22	18	25	20

Objective: to process changes to the zoning and subdivision codes in an efficient and effective manner and to assist the development community with their goals.

Number of Preliminary Plan Lots Approved	729	472	53	500	500
Zoning Map Amendments	1	2	2	3	2
Subdivision Regulation Amendment	1	2	1	3	3
Zoning Text Amendments	3	3	4	4	3
Planned Development Zoning Amendments	3	3	2	3	2
Docket 250 Amendment 12-250	1	1	1	0	0
Comprehensive Plan Amendment	0	0	2	2	1

Planning & Growth Management

Department: Planning and Growth Management 01.07.31
Division\Program: Codes, Permits & Inspection Services\Inspections & Enforcement Fund: General
Program Administrator: Frank Ward, Chief of Codes, Permits, and Inspection Services
www.charlescountymd.gov/pgm/cpis/inspections

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$250,731	\$251,900	\$251,900	\$257,200	\$5,300	2.1%
Fringe Benefits	78,098	79,700	79,700	80,300	600	0.8%
Operating Costs	7,920	9,600	69,900	9,900	300	3.1%
Total Expenditures	\$336,749	\$341,200	\$401,500	\$347,400	\$6,200	1.8%
Revenues	\$360,346	\$337,400	\$367,800	\$367,800	\$30,400	9.0%

Changes and Useful Information:

- The **Operating Costs** budget was adjusted for recent trends.

Description:

The major goals of the Inspection and Enforcement Division is to enforce all the provisions of Zoning Ordinance and the ICC Building Code and act on any question relative to the mode or manner of construction and materials to be used in the erection, addition to, alteration, repair, removal, demolition, installation of service equipment, and the location, use, and maintenance of all buildings and structures built throughout Charles County except in the Towns of La Plata and Indian Head, which have their own Inspection to receive applications, review the submittal, issue permits for the erection and alteration of buildings and structures and inspect the construction to ensure a high quality of construction and safe construction practices.

Inspection and Enforcement also administers, inspects, and enforces the Zoning regulations and Forest Conservation of Charles County. This includes the Homeowners Association Dispute Resolution Board, the Nuisance Board, and investigating various citizens' complaints.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Chief of Codes, Permits & Insp. Services	1.0	1.0	1.0	1.0	1.0
Inspection & Enforcement Manager	1.0	1.0	1.0	1.0	1.0
Inspections Superintendent	1.0	1.0	1.0	1.0	1.0
Building Code Official	1.0	1.0	1.0	1.0	1.0
Code Inspection & Enforcement Officer	1.0	1.0	1.0	1.0	1.0
Construction Inspector Supervisor	2.0	2.0	2.0	2.0	2.0
Construction Inspectors	2.0	2.0	2.0	2.0	2.0
Zoning Technician	2.0	2.0	2.0	2.0	2.0
Project Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Office Associate III	1.0	1.0	1.0	1.0	1.0
Part-time Positions	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	13.1	13.1	13.1	13.1	13.1
Allocated to Inspection & Review Fund	(9.6)	(9.6)	(9.6)	(9.6)	(9.6)
Net Cost to General Fund	3.5	3.5	3.5	3.5	3.5

Planning & Growth Management

Department: Planning and Growth Management 01.07.31
Division\Program: Codes, Permits & Inspection Services\Inspections & Enforcement Fund: General
Program Administrator: Frank Ward, Chief of Codes, Permits, and Inspection Services

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: to assure the use of property in the County is in compliance with Zoning Ordinance as adopted by the County Commissioners.</i>					
# of total inspections	4,070	5,077	5,591	5,750	6,000
per FTE	2,035	2,538	2,875	2,875	3,000
# of new violation inspections	3,501	4,738	5,252	5,000	5,200
# of violations brought into compliance	2,670	3,688	3,939	4,000	4,100

Infrastructure Inspections: Permit Inspections

Note: (Inspections & Permit Review accomplished in the Inspection Fund)

Objective: to process in a timely manner all submittals to assure compliance with the Road, Grading & Sediment Erosion Control, Stormwater Management & Storm Drainage, Floodplain, Water and Sewer Ordinances; Standard Specifications for Construction and Standard Detail Manuals.

# of active projects inspected -					
Roads	249	200	189	215	200
Water	173	157	160	170	170
Sewer	177	186	162	180	190
Stormdrain/Stormwater Mgt.	278	264	227	290	270
Grading	297	300	263	320	300
SEC	278	273	269	295	275
Equivalent FTE per Fiscal Year	8.0	8.0	7.0	8.0	7.0
# of projects inspected per FTE	181.5	172.5	181.4	183.8	200.7
Dedications	79	104	106	80	90

Planning & Growth Management

Department: Planning and Growth Management 01.07.61
Division\Program: Codes, Permits & Inspection Services\Codes & Permits Fund: General
Program Administrator: Frank Ward, Chief of Codes, Permits, and Inspection Services
www.charlescountymd.gov/pgm/cpis/permits

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$315,062	\$323,300	\$323,100	\$330,700	\$7,400	2.3%
Fringe Benefits	90,423	96,400	95,900	96,600	200	0.2%
Operating Costs	5,074	6,200	6,300	6,300	100	1.6%
Total Expenditures	\$410,558	\$425,900	\$425,300	\$433,600	\$7,700	1.8%
Revenues	\$79,826	\$84,700	\$84,700	\$84,700	\$0	0.0%

Changes and Useful Information:

- The **Operating Costs** budget was adjusted to recent trends.

Description:

The policies of Codes & Permits provides for adequate stormwater management, stormwater conveyance facilities, water & sewer facilities, roads & grading & sediment control, through the development & implementation of ordinances standard specifications for construction, standard details, and execution of plan review. The services performed by this division include: providing plan review for all subdivisions building permits, capital improvements for grading qualitative & quantitative stormwater management roads, storm drainage, and water/sewer construction to insure compliance with County ordinance standards; grading & drainage plan reviews of the site plans for building permits and responding to citizen's drainage concerns; providing plan reviews for private water & sewer projects as well as technical assistance for private water systems and review designs for new county water and sewer projects.

Codes & Permits also provides the following services: bond and developer agreements; the staff receives, reviews, and issues all building, mechanical, plumbing, gas, and electrical applications for all kinds of new and remodeled constructions, both residential and commercial, for compliance with state and county codes; issues permits for utility services, and continues to provide for a more efficient permitting process through specialized procedures to streamline more typical projects such as garages, sheds, pools, interior alterations, wood stoves, & barns. Codes & Permits also receives, reviews, and issues Development Services permits for Developer Infrastructure projects related to stormwater management; storm drainage; water; sewer; road; grading; and sediment & erosion control.

Positions:

<u>Title</u>	<u>FY12 FTE</u>	<u>FY13 FTE</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Engineer I - IV	5.0	5.0	5.0	5.0	5.0
Permits Processing Supervisor	1.0	1.0	1.0	1.0	1.0
ROW Agent	1.0	1.0	1.0	1.0	1.0
Development & Bond Specialist	1.0	1.0	1.0	1.0	1.0
Water/WW Permit Technician	1.0	1.0	1.0	1.0	1.0
Ombudsman	0.0	1.0	1.0	1.0	1.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Permit Specialist	2.0	2.0	2.0	2.0	2.0
Office Associate I-III	4.0	4.0	5.0	5.0	5.0
Total Full Time Equivalent	16.0	17.0	18.0	18.0	18.0
Allocated to:					
Inspection & Review Fund	(9.2)	(6.7)	(7.8)	(7.8)	(7.8)
Watershed Protection & Restoration Fund	0.0	0.0	(0.5)	(0.5)	(0.5)
Environmental Service Fee Fund	0.0	(1.3)	0.0	0.0	0.0
Capital Projects	0.0	0.0	0.0	0.0	0.0
Water & Sewer Fund	(3.1)	(3.6)	(3.9)	(3.9)	(3.9)
Net Cost to General Fund	3.8	5.5	5.9	5.9	5.9

Planning & Growth Management

Department: Planning and Growth Management 01.07.61
Division\Program: Codes, Permits & Inspection Services\Codes & Permits Fund: General
Program Administrator: Frank Ward, Chief of Codes, Permits, and Inspection Services

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Objective: to review and process residential building permits in a fourteen day time period and to review and process new commercial periods in a thirty day time period.

# of new residential living units received	830	1,194	820	1,300	900*
- per FTE (2.0)	554	796	410	867	450

*Anticipate 900 units based on St. Charles program, potential DRRA and school capacity limitations on creation of new lots via subdivision process. Limited number of new apartment buildings anticipated through FY16.

- % processed within 14 days	100	100	99	100	100
- # of same day permits processed	608	672	681	700	715
- # electrical permits issued	1,993	2,416	2,409	2,500	2,500
- Avg. time in minutes to get served	15	17	22	18	20
- Applications received @ permit center	5,965	6,701	6,805	7,000	6,800
- per FTE (2.0)	3,977	4,467	3,402	4,667	3,400
- # of misc. permits	913	1,048	1,065	1,100	1,200
- per FTE (2.0)	609	699	533	734	600

# New Commercial permits received	16	18	10	25	15
# of miscellaneous commercial permits	415	481	497	500	500
- Permits issued per FTE	288	333	254	350	300

# of use & occupancy permits PERM	1,334	1,467	1,269	1,500	1,300
# of use & occupancy permits TEMP	206	337	542	400	600

Electrical Board * issued on a two year cycle - reciprocal licenses issued during the year.

Master Electrician Licenses *	559	708	842	750	850
Journeyman Electrical Licenses *	893	709	719	725	730

Bond Activity

Objective: to assure if developers default on their projects that the County has funds necessary to complete the project in

Number of Activity	194	206	153	210	140
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Developer Agreements

Objective: to assure that Developer Agreements are processed in a timely manner and along with the County Attorney's

Developer Agreements Completed	28	40	41	42	36
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Planning & Growth Management

Department: Planning and Growth Management 01.07.91
Division\Program: Resource & Infrastructure Management (RIM) Fund: General
Program Administrator: Jason Groth, Chief of Resource & Infrastructure Management
www.charlescountymd.gov/pgm/rim/resource-and-infrastructure-management-rim

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$171,633	\$174,200	\$181,700	\$177,800	\$3,600	2.1%
Fringe Benefits	54,992	56,800	57,800	57,600	800	1.4%
Operating Costs	3,552	5,000	5,000	5,000	0	0.0%
Total Expenditures	\$230,177	\$236,000	\$244,500	\$240,400	\$4,400	1.9%
Revenues	\$98,039	\$44,900	\$51,600	\$51,600	\$6,700	14.9%

Changes and Useful Information:

- **Revenues** are for the DRRRA application fee.

Description:

The Resource and Infrastructure Management Division of PGM is responsible for planning, coordination, and management of public infrastructure and local water resources. Infrastructure management includes public water and sewer, public transportation facilities, and public school capacity allocation for development. Resource management includes the oversight and management of water resources for potable water supply, wastewater treatment capacities, and associated planning activities.

Specific responsibilities include development review and coordination through the County's Adequate Public Facilities Ordinance, development and maintenance of the County's Geographic Information Systems (GIS) to internal and external customers, mapping and modeling of County infrastructure systems for planning and analysis, capacity management of the County's water and wastewater infrastructure through an allocation system, administration of the County petition process, drafting and writing of the solid waste & water /sewer plans; reviewing Developer Rights & Responsibilities Agreements; & coordination with Federal, State, & local infrastructure management agencies.

Positions:

	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Chief Resource & Infrastructure Mgmt.	1.0	1.0	1.0	1.0	1.0
Resource Manager	1.0	1.0	1.0	1.0	1.0
Engineer III	0.0	0.0	0.0	1.0	1.0
Resource Analyst - GIS	1.0	1.0	1.0	1.0	1.0
Planner I-III	2.0	2.0	2.0	2.0	2.0
Admin. Associate	1.0	1.0	1.0	1.0	1.0
Part Time I	0.0	0.0	0.0	0.0	0.1
Total Full Time Equivalent	6.0	6.0	6.0	7.0	7.1
Allocated to:					
Inspection & Review Fund	(0.2)	0.0	0.0	0.0	0.0
Water & Sewer Fund	(2.3)	(2.3)	(2.1)	(2.1)	(2.3)
Environmental Service Fee Fund	(0.5)	(0.5)	0.0	0.0	0.0
Capital Projects	(1.5)	(1.5)	(1.5)	(2.5)	(2.5)
Net Cost to General Fund	1.5	1.7	2.4	2.4	2.4

Objectives & Measurements:

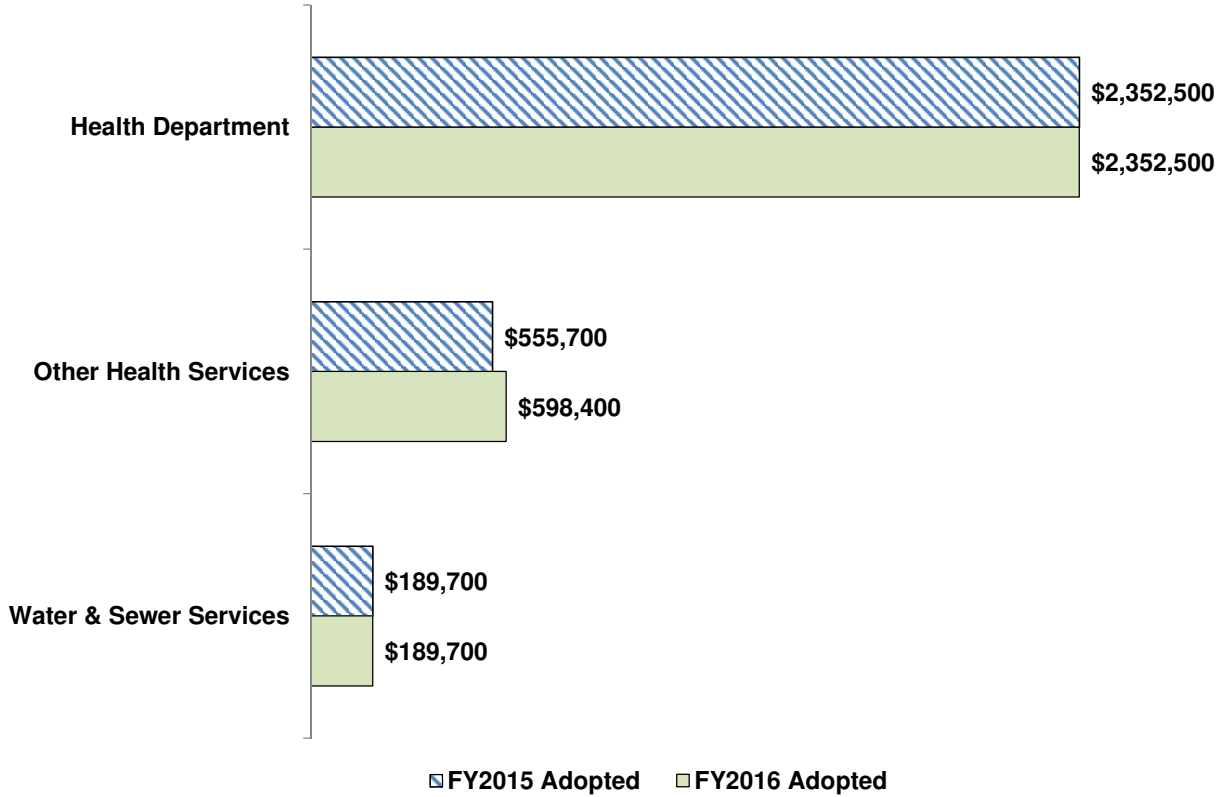
	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: to assure that the use and development of property only take place with adequate public facilities in place.</i>					
Full Studies	28	16	7	20	22
Other Submittals (site plan & prelim)	54	69	56	100	80
<i>Objective: to assure that a subsequent subdivision or site development plans will comply with zoning ordinance section 257F through a preliminary traffic analysis.</i>					
Preliminary Adequate Public Facilities Applications	15	20	19	30	28

Development Rights and Responsibilities Agreements (DRRA)

Objective: to provide an additional technique for land development and adequate public facilities mitigation with the Comprehensive Plan as authorized by the Annotated Code of Maryland. The main purpose is to enhance development flexibility, innovation and quality while ensuring protection of the public interest, health, safety and welfare.

Health Summary

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$21,931	\$21,900	\$21,900	\$21,900	\$0	0.0%
Fringe Benefits	1,711	2,200	2,200	2,200	0	0.0%
Operating Costs	341,829	356,700	359,500	359,500	2,800	0.8%
Agency Funding	2,701,726	2,717,100	2,978,800	2,757,000	39,900	1.5%
Total Expenditures	\$3,067,197	\$3,097,900	\$3,362,400	\$3,140,600	\$42,700	1.4%
Revenues	\$67,749	\$82,000	\$81,500	\$81,500	(\$500)	-0.6%
Total Expenditures as % of Budget:	0.9%	0.9%	0.8%	0.9%		



Health

Department: Health 01.35
Division\Program: Department of Health Fund: General
Program Administrator: Dianna E. Abney, MD, Health Officer
 Mailing Address: P.O. Box 1050, White Plains, MD 20695 301-609-6900
 Physical Address: 4545 Crain Highway, White Plains, MD 20695 8:00 a.m.-5:00 p.m. M-F
www.charlescountyhealth.org (some programs may include evening hours)

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$21,931	\$21,900	\$21,900	\$21,900	\$0	0.0%
Fringe Benefits	1,711	2,200	2,200	2,200	0	0.0%
Operating Costs	159,879	167,000	169,800	169,800	2,800	1.7%
Agency Funding (Health Dept)	2,240,300	2,328,400	2,590,100	2,328,400	0	0.0%
Agency Funding (MRA)	120,421	120,400	120,400	120,400	0	0.0%
Total Expenditures	\$2,544,242	\$2,639,900	\$2,904,400	\$2,642,700	\$2,800	0.1%
Revenues	\$6,243	\$7,000	\$6,500	\$6,500	(\$500)	-7.1%

Changes and Useful Information:

- Budget numbers listed above reflect County funding only.
- The Health Department is a State Agency.
- **Operating costs** represent utilities, electricity, and vehicle insurance/fuel. The Electricity budget was increased to equal FY 2014 year end actual.
- **Agency Funding (MRA)** is for the Mental Retardation Association.

Description:

The Charles County Department of Health provides advice and assistance to the County Commissioners, who constitute the Board of Health, on all issues relating to the Public Health of the citizens of Charles County. This is accomplished by continually assessing the county's health needs, developing and recommending policy to address those needs, and by assuring that resources are managed properly to meet the health needs of the community.

Equally important are the quality of health services provided directly to county residents. Services are grouped in five major health categories: environmental health, education & prevention programs, personal & family health, mental health, and substance abuse services.

Specific examples include Water and Sewage programs, Restaurant Inspection, Air Quality Control, Education and Nutrition Services, Adult and Adolescent Mental Health Counseling, Communicable Disease Control, Maternity and Family Planning Services, and Substance Abuse Recovery Programs.

The goals of the Charles County Department of Health are to protect the public health and minimize the incidence of preventable illness, disability, and premature death in Charles County residents from environmental and health related causes.

Positions:

There is no direct County staff associated with this budget.

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: To provide and promote age appropriate, condition specific case management and care coordination services to the citizens of Charles County.</i>					
# of pregnant mothers receiving case management	790	623	455	460	475
# of children receiving case management	83	129	93	90	90
# of communicable disease outbreak	8	1,911	2,189	2200	2400
# of calls attended for communicable disease follow-up/care coordination	5,473	4,196	5,596	5,500	8,100
# of clients receiving HIV/AIDS case management	243	258	264	238	240
# BBH - Pregnancy Care Navigation	n/a	284	284	278	273

Health

Department: Health 01.35
Division\Program: Department of Health Fund: General
Program Administrator: Dianna E. Abney, MD, Health Officer

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: To protect and promote the public health of the citizens through chronic and communicable diseases surveillance, control, and prevention, health education, environmental health and clinical services.</i>					
# of Women's Health & Family Planning service recipients	1,884	1,738	1,534	1,734	1,669
# of Reproductive Health Promotion through folic acid distribution	554	503	391	553	482
# of clients STD Clinic	760	760	876	798	811
# of HIV Testing & Counseling recipients	1,150	1,287	1,288	1,206	1,200
# of Breast and Cervical Cancer screening recipients	137	149	114	100	100
# of Colonoscopy service recipients	50	82	66	30	30
# of Prostate Cancer Screening service recipients	*46	4	0	0	0
# Adult Dental Clinical service recipients	833	1,210	1,176	1,100	1,200
# Child Dental Clinical service recipients	3,692	3,391	5,792	5,500	6,000
# Dental Health Education recipients	4,198	7,417	11,301	11,000	12,000
# Child Abuse & Neglect Forensic *** Exam Clinic service recipients	13	9	0	0	0
# of Anti-TB treatment	30	1	130	130	130
# TB testing service recipients	1151**	233	252	230	226
# of Adult Immunization recipients	744	471	438	455	422
# of children immunization recipients	204	212	202	203	200
# of annual Flu vaccination recipients (adults & children)	7,243	8,638	8,063	7,285	7,500
# of post-exposure Rabies vaccine	38	47	68	75	80
# of Mental Health service recipients	1,424	1,284	1,334	1,430	1,501
# of Mental Health visits	24,810	22,574	22,557	24,810	26,050
# of Substance Abuse service recipients	2,131	1,912	1,960	1,900	1,900
# of Substance Abuse visits	23,273	24,683	20,264	24,700	20,000
# of school based Substance Abuse Prevention Program recipients	1,977	1,849	1,738	1,700	1,700
# of smoking cessation visits	577	286	562	500	500
# of food service facility inspections	1,148	396	562	600	600
# of food borne illnesses investigated	0	17	21	20	20
# of animal rabies vaccine	1,380	3,000	1,176	1,500	1,200
# of animal bite investigations	1,121	603	727	700	750
# of perk tests applications/completed	1,782	1,058	647	100	50
% of perk tests completed	100%	100%	100%	100%	100%
# of well construction permits application/processed	213	129	206	150	150
% of construction permits completed	100%	100%	100%	100%	100%
# of water samples collected	1,193	902	1,455	1,000	1,000
# School based - fluoride varnish	n/a	835	826	1,000	1,000
# School based - sealant applications	n/a	1,093	633	800	800
# Community Oral Cancer Screenings	n/a	1,503	294	1,000	500

*Routine Screening Discontinued as per service guidelines

**School TB Disease contact Investigation

*** Child Abuse & Neglect Measure not required by State

Health

Department: Health 01.35
Division\Program: Department of Health Fund: General
Program Administrator: Dianna E. Abney, MD, Health Officer

<u>Objectives & Measurements:</u>	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Objective: To provide and promote public health support services to the citizens of Charles County.

# of MD Children's Health Insurance recipients (Medicaid) applications processed	5,576	4,965	3,497	4,000	3,800
# of Medicaid family expansion recipients	2,363	2,215	826	900	1,000
# of WIC service recipients	6,335	6,392	6,193	6,392	6,499
# of children seen in Health Rooms by School Nurse	194,281	230,315	149,103	165,000	175,000
# of seniors/ AERS services recipients	495	493	419	494	449
# of Personal Care Provider recipients	70	72	95	71	25
# of Disabilities Services recipients	733	811	627	650	675
# of infants and toddler services	797	302	307	310	315
# of Birth/Death Certificates	8,761	9,887	11,951	11,500	11,500

Department: Health 01.35
Division\Program: Other Fund: General

<u>Expenditure Category</u>	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	181,950	189,700	189,700	189,700	0	0.0%
Agency Funding	341,005	268,300	268,300	308,200	39,900	14.9%
Total Expenditures	\$522,955	\$458,000	\$458,000	\$497,900	\$39,900	8.7%
Revenues	\$61,505	\$75,000	\$75,000	\$75,000	\$0	0.0%

Changes and Useful Information:

- **Operating Costs** represents a subsidy to the Water & Sewer Fund for services rendered at Charles County's Parks, Community Centers, Libraries, and Sheriff Operated Facilities.
- **Revenues** represent Neighborhood participation in Mosquito Control program and have been increased to cover the anticipated expenses.

Description:

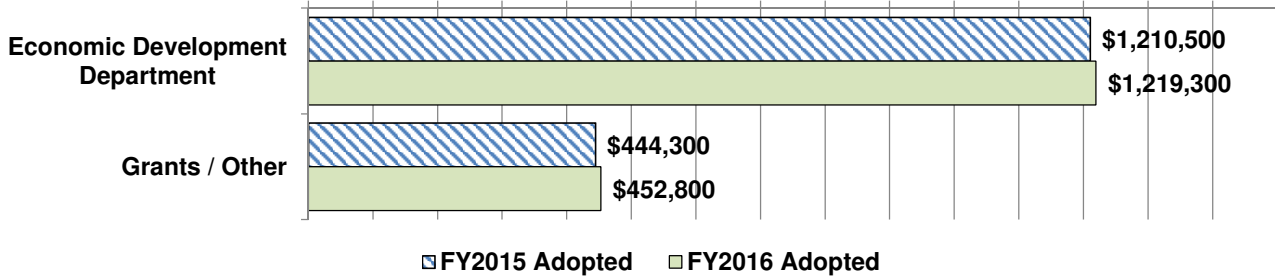
	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2016 <u>Adopted</u>
<u>Agency Funding</u>			
Mosquito Control	\$101,505	\$115,000	\$115,000
<u>Agency Funding - Grants Advisory Panel</u>			
Spring Dell Center, Inc.	\$100,000	\$80,000	\$77,000
Melwood	50,000	0	0
New Horizon Support Services, Inc.	0	0	51,900
Health Partners Inc.	75,000	67,500	57,800
Alzheimer's Assoc. National Capital Area	2,500	0	0
Freedom Landing	12,000	0	6,500
NAMI of Southern Maryland	0	5,800	0
	\$239,500	\$153,300	\$193,200
TOTAL AGENCY FUNDING	\$341,005	\$268,300	\$308,200
Mosquito Control Neighborhood Reimbursement:	(61,505)	(75,000)	(75,000)
Net Cost to County:	\$279,500	\$193,300	\$233,200

Economic Development Summary

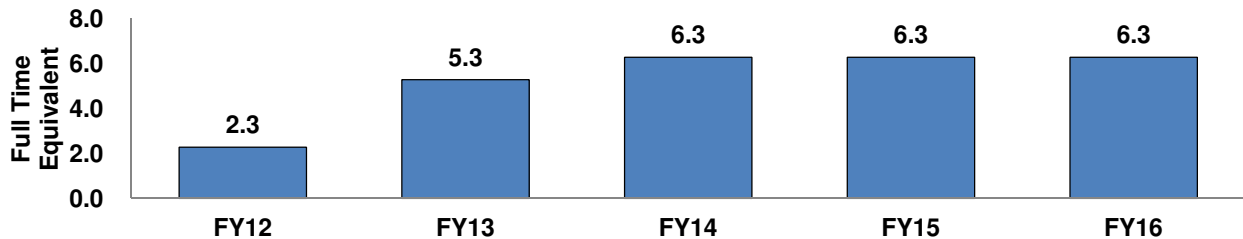
Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$458,931	\$481,200	\$488,700	\$487,300	\$6,100	1.3%
Fringe Benefits	125,309	132,100	148,400	132,600	500	0.4%
Operating Costs	527,144	806,200	892,700	808,400	2,200	0.3%
Agency Funding	228,370	235,300	278,400	243,800	8,500	3.6%
Transfers Out	250,000	0	0	0	0	N/A
Total Expenditures	\$1,589,754	\$1,654,800	\$1,808,200	\$1,672,100	\$17,300	1.0%
Revenues	\$51,054	\$25,000	\$25,000	\$25,000	\$0	0.0%
Total Expenditures as % of Budget:	0.5%	0.5%	0.5%	0.5%		



Economic Development Expenditure and Staff History



Staffing History



Positions by Program:

	FY12	FY13	FY14	FY15	FY16
Economic Development Department	2.3	5.3	6.3	6.3	6.3
Total Full Time Equivalent	2.3	5.3	6.3	6.3	6.3

Economic Development

Department: Economic Development 01.38.126
Division\Program: Economic Development Department Fund: General
Program Administrator: Darrell Brown, Director of Economic Development
 Address: 10665 Stanhaven Place, Suite 206, White Plains, MD 20695 301-885-1340
www.meetcharlescounty.com 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$458,931	\$481,200	\$488,700	\$487,300	\$6,100	1.3%
Fringe Benefits	125,309	132,100	148,400	132,600	500	0.4%
Operating Costs	322,008	597,200	683,700	599,400	2,200	0.4%
Total Expenditures	\$906,248	\$1,210,500	1,320,800	\$1,219,300	\$8,800	0.7%
Revenues	\$19,580	\$25,000	\$25,000	\$25,000	\$0	0.0%

Changes and Useful Information:

- The **Operating Costs** budget includes an increase in rent based on a lease agreement.

Economic Development Goals & Objectives:

- Coordinate, collaborate, and facilitate an economic development forum with relevant stakeholders to define and enhance understanding of economic development in Charles County.
- Develop an Economic Development Strategic Plan for Charles County to include metrics and performance measurements.
- Restructure the Economic Development Department to effectively implement the county's economic development strategic plan
- Collaborate with the Town of Indian Head to develop a plan to increase business development in the Town of Indian Head and support the Naval Support Facility of Indian Head.
- Engage with the Department of Planning & Growth Management to streamline the County's Business permitting process.
- Work across Charles County government with all departments to ensure a team approach toward economic development.
- Participate with the Planning & Growth Management Department on matters on zoning and land use.
- Communicate with the Tri-County Council on regional economic development efforts.
- Coordinate with key stakeholders on all economic development projects on-going and those projects that are in the planning stages
- Enhance business attraction by increasing awareness of Charles County as an attractive business location within the DC Metro region, particularly amongst site selection consultants, corporate executives, and commercial real estate professionals.
- Augment the Business Retention and Expansion Survey by identifying and implementing strategies for supporting local business;
- Enhance attractions/recruitment marketing materials.
- Promote the two Economic Development Loan Funds in order to increase the number of loans made minority-women-, and veteran-owned businesses as well as to small local businesses in target industries.
- Prioritize and coordinate efforts to position the department to take the lead on all economic development activities in Charles County, working in a proactive manner.
- Establish metrics and performance goals for the department.
- Encourage investment in commercial development in order to increase the commercial tax base.

Economic Development

Department: Economic Development 01.38.126
Division\Program: Economic Development Department Fund: General
Program Administrator: Darrell Brown, Director of Economic Development

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Business Development Managers	0.0	2.0	2.0	2.0	2.0
Economic Research Specialist	0.0	1.0	1.0	1.0	1.0
Office Associate I	0.0	0.0	1.0	1.0	1.0
Part Time	1.3	1.3	1.3	1.3	1.3
Total Full Time Equivalent	2.3	5.3	6.3	6.3	6.3

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated
County unemployment rate	6.4	6.3	5.7	5.6	5.5
Average annual employment in County	40,487	40,625	40,887	41,000	41,200
Average weekly wages	796	798	802	806	810
Sq ft, non retail space	6,197,469	6,250,851	6,250,851	6,254,134	6,254,134
Sq ft retail space	8,274,999	8,295,855	8,306,938	8,306,938	8,306,938

Department: Economic Development 01.39
Division\Program: Other Fund: General

Expenditure Category	FY2014	FY2015	FY2016	FY2016	\$ Change	%
	Actual	Adopted	Request	Adopted	from FY2015	Chg.
Operating Costs	\$205,136	\$209,000	\$209,000	\$209,000	\$0	0.0%
Transfers Out	250,000	0	0	0	0	N/A
Agency Funding	228,370	235,300	278,400	243,800	8,500	3.6%
Total Expenditures	\$683,506	\$444,300	\$487,400	\$452,800	\$8,500	1.9%
Revenues	\$31,474	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- **Revenues** from the Economic Development Loan Program were transferred to a new fund, Economic Development Loan Programs.
- The Economic Development and Tourism staff as well as the Grants Advisory Panel reviewed applications from not-for-profit agencies and make recommendations of funding levels. Grant awards are listed as part of **Agency Funding** based on the function of the organization. The awards are part of Economic Development, Social Services, and Other Education. The increase in FY16 is associated with increase in the Veteran's Memorial and Southern Maryland Carousel Group accounts.

Description:

	FY2014	FY2015	FY2016
	Actual	Adopted	Adopted
Agency Funding- Economic Development			
Tri-County Council	\$94,200	\$85,370	\$85,370
Small Business: Tech. Dev. Center	29,170	40,500	40,500
Energetics Technology Center, Inc.	100,000	100,000	100,000
Southern Maryland Carousel Group	5,000	0	0
Subtotal	\$228,370	\$225,870	\$225,870
Agency Funding- Tourism			
Veteran's Memorial	0	9,430	12,500
So. MD Carousel Group, Inc.	0	0	5,430
Total Economic Development Related	\$228,370	\$235,300	\$243,800

Social Services Summary

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$1,890	\$0	\$0	\$0	\$0	N/A
Operating Costs	0	15,000	56,000	43,100	28,100	187.3%
Agency Funding	965,829	1,001,000	1,467,700	927,500	(73,500)	-7.3%
Total Expenditures	\$967,719	\$1,016,000	\$1,523,700	\$970,600	(\$45,400)	-4.5%
Total Expenditures as % of Budget:	0.3%	0.3%	0.4%	0.3%		

Changes and Useful Information:

- The Grants Advisory Panel reviews applications from not-for-profit agencies and makes recommendations to the Board of County Commissioners for funding. Grant awards are included in the **Agency Funding** and **Operating Costs** categories based on the organization's function. The Grants Advisory Panel awards are part of Social Services, Other Education, and Other Health.

Description:

Agency Funding

	FY2014 Actual	FY2015 Adopted	FY2016 Baseline
Department of Social Services	\$306,800	\$311,000	\$311,000
Camp Merrick	35,081	0	0
Western Charles Co. Community Assoc.	1,230	0	0
	\$343,111	\$311,000	\$311,000

Agency Funding- Tourism

	FY2014 Actual	FY2015 Adopted	FY2016 Baseline
Mattawoman Creek Art Center	\$13,000	\$13,500	\$10,000
Arts Alliance	11,000	15,000	10,000
Chesapeake Bay Floating Theatre, Inc.	8,930	0	0
	\$32,930	\$28,500	\$20,000

Agency Funding - Grants Advisory Panel

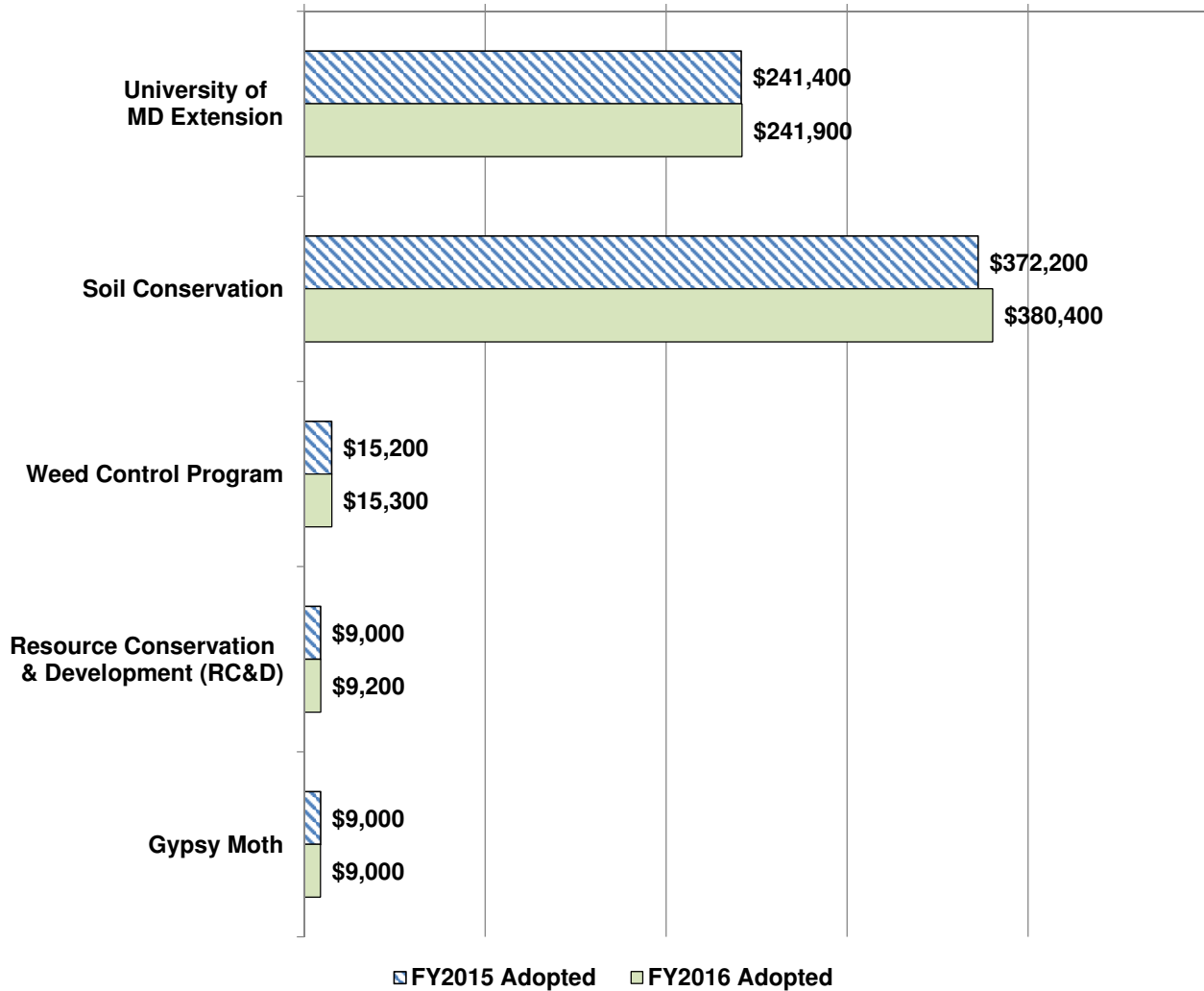
	FY2014 Actual	FY2015 Adopted	FY2016 Baseline
Arc of Southern MD	\$6,888	\$13,500	\$0
Assoc. Catholic Charities	0	76,500	65,700
Boy Scouts of America	0	15,000	0
Big Brothers Big Sisters of So. MD, Inc.	0	9,000	0
Center for Abused Persons	100,000	70,000	77,000
Center for Children	72,000	72,000	61,600
Children's Aid Society	78,500	64,000	60,400
Christmas in April	25,000	22,500	0
Hospice of Charles County	0	55,400	0
Jude House	0	35,000	50,600
Point of Change Jail & Street Ministry, Inc.	24,000	0	0
Lifestyles- Safe Nights program	70,000	0	0
Lion's Club- Camp Merrick	0	60,000	65,800
So. MD Center for Family Advocacy	42,000	36,900	0
Promise Resource Center	42,100	42,000	32,300
Ruth's Miracle Group Home Foundation	0	0	57,800
Tri-County Community Action	24,300	19,700	27,700
Tri-County Youth Services	100,000	70,000	43,700
United Way Directory	5,000	0	0
Western Charles Co. Community Assc	0	0	53,900
	\$589,788	\$661,500	\$596,500
TOTAL AGENCY FUNDING	\$965,829	\$1,001,000	\$927,500

Operating- Grants Advisory Panel

	FY2014 Actual	FY2015 Adopted	FY2016 Baseline
Meals on Wheels	\$0	\$15,000	\$43,100
TOTAL SOCIAL SERVICES	\$965,829	\$1,016,000	\$970,600

Conservation of Natural Resources Summary

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$276,830	\$274,500	\$274,500	\$282,100	\$7,600	2.8%
Fringe Benefits	103,322	112,000	112,200	112,900	900	0.8%
Operating Costs	240,993	244,800	253,600	245,300	500	0.2%
Agency Funding	8,750	15,500	29,400	15,500	0	0.0%
Total Expenditures	\$629,895	\$646,800	\$669,700	\$655,800	\$9,000	1.4%
Revenues	\$96,705	\$86,100	\$94,000	\$94,000	\$7,900	9.2%
Total Expenditures as % of Budget:	0.2%	0.2%	0.2%	0.2%		



Conservation of Natural Resources

Department: University of MD Extension 01.49
Division\Program: University of MD Extension Fund: General
Program Administrator: Dr. Chris Seubert, Area Extension Director for Calvert, Charles, and St. Mary's
 Address: 9375 Chesapeake Street #119, La Plata, MD 20646 301-934-5403 301-753-8195
www.charles.umd.edu 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$237,667	\$241,400	\$250,200	\$241,900	\$500	0.2%
Total Expenditures	\$237,667	\$241,400	\$250,200	\$241,900	\$500	0.2%

Changes and Useful Information:

- **Operating Costs** increase includes funding for a rent increase, net of other savings.

Description:

Our Mission: The University of MD Extension Service Mission is to educate citizens in the application of practical, research based information concerning critical issues in agriculture, food, natural resources, youth and family.

Our Vision: The University of MD Extension Service vision is to empower people, through education, to make sound decisions throughout their lives.

The Charles County office of the University of MD Extension offers programs in Enhancing Agricultural Profitability, Preserving Natural Resources and Increasing Family Economic Stability.

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
4-H and Youth Development					
<i>Objective: To enable youth to develop contemporary life skills and reach their full potential by participating in the 4-H Youth Development program which offers high quality curriculum and multiple delivery methods.</i>					
# of Youth Enrolled in 4-H	699	702	676	800	800
Per FTE	280	320	338	400	400
# of Youth Reached in School & Special Interest Programs	2,472	3,347	2,290	3,100	3,100
Per FTE	989	1,521	1,145	1,550	1,550
<i>Objective: To increase the abilities of Extension volunteers to successfully carry out Extension programs.</i>					
# of Adult Volunteers Enrolled	215	237	253	275	275
Per FTE	86	108	126	137	137
# of Volunteers Hours Given	34,250	33,180	35,420	35,000	36,000
Per FTE	13,700	15,082	17,710	17,500	18,000

Family and Consumer Sciences

Objective: To promote the adoption of good nutrition and safe food handling practices, targeting high risk groups including youth, senior citizens and young families.

# of Participants Receiving Information	375	2,083	1,151	500	500
Per FTE	187	1,042	1,151	500	500

Objective: For Participants to develop and improve individual, family, home, financial, and/or community responsibility through work, family and community involvement.

# of Participants Receiving Information	205	390	470	500	500
Per FTE	103	195	470	500	500

Conservation of Natural Resources

Department: University of MD Extension 01.49
Division\Program: University of MD Extension Fund: General
Program Administrator: Dr. Chris Seubert, Area Extension Director for Calvert, Charles, and St. Mary's

Objectives & Measurements:	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Agriculture and Natural Resources:

Objective: To promote the adoption of best management practices and problem solving for commercial agricultural production and home horticultural activities that improves profitability, increase production efficiencies, and enhance natural resources.

# of Adults and Youth Attending Seminars	687	580	251	500	500
Per FTE	343	290	251	250	500
# of Farmers Recertified As Pesticide Applicators	48	519	67	100	150
Per FTE	24	260	67	100	150
# of Acres of Nutrient Management Plans Written/Updated	15,212	12,147	11,238	13,000	13,000
Per FTE	15,212	12,147	11,238	13,000	13,000
# of Master Gardener Volunteer Hours	2,977	4,600	4,277	4,500	4,500
Per FTE	1,438	1,988	4,277	4,500	4,500

Department: Conservation Of Natural Resources 01.57
Division\Program: Soil Conservation Fund: General
Program Administrator: Luis Dieguez, District Manager
 Mailing Address: 101 Catalpa Drive, Suite 106-C, La Plata, MD 20646 301-934-9588 Ext. 3
 Physical Address: Southern MD Trade Center
www.charlesscd.com

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$260,731	\$257,600	\$257,600	\$265,000	\$7,400	2.9%
Fringe Benefits	100,223	108,700	108,800	109,500	800	0.7%
Agency Funding	5,900	5,900	15,900	5,900	0	0.0%
Total Expenditures	\$366,853	\$372,200	\$382,300	\$380,400	\$8,200	2.2%
Revenues	\$81,656	\$71,200	\$79,000	\$79,000	\$7,800	11.0%

Description:

The Soil Conservation District, a political subdivision of the State, is responsible for the local direction of a program for the control of soil erosion and the urban erosion and the sediment control plan approval process. The District also reviews and approves plans for certain small ponds and this approval serves in lieu of state permits. A five member Board of Supervisors guides District operations and sets local policy and procedure. The local conservation education program focuses on Envirothon training and competition and a locally produced newsletter. The District, which is bordered by Potomac, Patuxent, and Wicomico Rivers, is an area that is changing rapidly from rural agricultural to suburban residential, commercial and industrial land uses. Even with these changes, over 60 percent of the land area in the District is wooded.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
District Manager	1.0	1.0	1.0	1.0	1.0
Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Engineer I	0.0	0.0	0.0	1.0	1.0
Planning Technician	2.0	2.0	2.0	1.0	1.0
Secretary	0.9	0.9	0.9	0.9	0.9
Part Time	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	5.0	5.0	5.0	5.0	5.0
Grant/District Funding	(1.6)	(1.6)	(1.6)	(1.6)	(1.6)
Net Cost to General Fund	3.4	3.4	3.4	3.4	3.4

Conservation of Natural Resources

Department: Weed Control 01.22
Division\Program: Weed Control Program Fund: General
Program Administrator: Mark J. Smith, Weed Control Specialist

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$9,968	\$10,600	\$10,600	\$10,600	\$0	0.0%
Fringe Benefits	1,030	1,200	1,300	1,300	100	8.3%
Operating Costs	3,326	3,400	3,400	3,400	0	0.0%
Total Expenditures	\$14,324	\$15,200	\$15,300	\$15,300	\$100	0.7%
Revenues	\$15,049	\$14,900	\$15,000	\$15,000	\$100	0.7%

Description:

The Charles County Weed Control Program is responsible for overseeing the control of noxious weeds in the County. The noxious weeds are Johnsongrass (Sorghum Halepense), Shattercane (Sorghum Bicolor), and Thistle (Asteraceae or Composite family) including Canada, Musk, Nodding, Plumless, and Bull thistle. The Multi-flora Rose Management Law falls under the jurisdiction of this program as well. All land in the county with noxious weeds fall under the scope of this program.

On-site inspections are made several times during the growing season to make sure any property infested is in compliance with the State Noxious Weed Law. There are over 50 properties representing 3,000 acres infested with thistle, and 90 properties representing 10,000 acres infested with Johnsongrass. Shattercane is also present in the county. Both the County and State highway right-of-ways have varying degrees of thistle and Johnsongrass, they are addressing the infestations to some degree. The Weed Control Program is aiding in their efforts.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Part Time funding	0.3	0.3	0.3	0.3	0.3
Total Full Time Equivalent	0.3	0.3	0.3	0.3	0.3

Department: Conservation of Natural Resources 01.36
Division\Program: Gypsy Moth Suppression Program Fund: General

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Agency Funding	\$2,250	\$9,000	\$9,000	\$9,000	\$0	0.0%
Total Expenditures	\$2,250	\$9,000	\$9,000	\$9,000	\$0	0.0%

Description:

Agency Funding is for the Gypsy Moth Suppression Program. This program is focused on protecting both private and public forest lands from gypsy moth defoliation.

Conservation of Natural Resources

Department: Conservation of Natural Resources 01.36
Division\Program: Resource Conservation & Development (RC&D) Fund: General
Program Administrator: Patrica Pinnell, Chair
 Address: 26737 Radio Station Way, Suite D, Leonardtown, MD 20650 (301) 475-8427 ext 6
www.somdracd.org

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$6,131	\$6,300	\$6,300	\$6,500	\$200	3.2%
Fringe Benefits	2,069	2,100	2,100	2,100	0	0.0%
Agency Funding	600	600	4,500	600	0	0.0%
Total Expenditures	\$8,800	\$9,000	\$12,900	\$9,200	\$200	2.2%

Description:

Southern Maryland Resource Conservation and Development (RC&D), Inc. is a private nonprofit corporation. Southern Maryland RC&D carries out community development and conservation projects in Anne Arundel, Charles, Calvert, and St. Mary's Counties. The governing board of Southern Maryland RC&D is composed of local citizens who have an interest in natural resources and community issues. They are appointed by three sponsoring groups in each county, the County Commissioners, Forestry Boards, and Soil Conservation Districts. All board members are volunteers and serve without compensation.

Mission - Working in partnership with community groups and organizations, Southern Maryland Resource Conservation and Development Inc. is dedicated to improving the quality of life in the region by enabling the people and promoting the wise use of our natural and economic resources.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Office Associate	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	1.0	1.0	1.0	1.0	1.0
Other Counties/Agency Funding	(0.8)	(0.8)	(0.9)	(0.9)	(0.9)
Net Cost to General Fund	0.2	0.2	0.1	0.1	0.1

Other

Department: Other Misc. Appropriations 01.48
Division\Program: Capital Project Transfer Fund: General
Program Administrator: David Eicholtz, Director of Fiscal & Administrative Services

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Transfers Out	\$1,262,500	\$896,000	\$1,646,900	\$1,646,900	\$750,900	83.8%
Capital Outlay	4,891	0	0	0	0	N/A
Total Expenditures	\$1,267,391	\$896,000	\$1,646,900	\$1,646,900	\$750,900	83.8%

Changes and Useful Information:

- **Transfers Out** represents funding for PayGo projects. Funds are transferred to the Capital Project Fund.
- **Capital Outlay** represents miscellaneous project costs that are not part of the Capital Project Fund.

Description:

Represents the PayGo amount for the Capital Project Fund. PayGo is defined as using current operating revenue to pay for a capital project, typically one that is either small in value or has a short useful life. PayGo funds are also used to supplement Bond funding by using one-time revenues or fund balance to help pay for projects. See the Capital Project Tab for complete project listing and descriptions of each project.

<u>Projects:</u>	<u>FY2014</u> <u>Actual</u>	<u>FY2015</u> <u>Adopted</u>	<u>FY2016</u> <u>Adopted</u>
<u>BOARD OF EDUCATION</u>			
Maintenance Projects	\$46,000	\$0	\$0
<u>TRANSPORTATION</u>			
Road Overlay Program	0	0	355,900
Light Rail Transit Initiative	270,000	270,000	270,000
Sidewalk Improvement Program	0	0	153,000
Miscellaneous Road Projects/Studies	91,000	91,000	50,000
<u>GENERAL GOVERNMENT</u>			
Various Planning Studies	485,000	166,000	284,000
Various Maintenance Projects	0	0	198,000
Security Upgrades	0	0	61,000
Tri-County Animal Shelter Improvements	0	0	18,000
Develop Road Safety Prioritization Measure & Inventory	0	38,000	18,000
Engineering Plan Digitization	53,000	53,000	0
State's Attorney's Office Renovations	65,500	0	0
<u>PARKS</u>			
Park Repair & Maintenance Projects	252,000	252,000	239,000
Port Tobacco Parkland Acquisition	0	3,000	0
Friendship Farm Addition	0	3,000	0
Contingency- Inflation	0	20,000	0
	<u>\$1,262,500</u>	<u>\$896,000</u>	<u>\$1,646,900</u>

Other

Department: Contingency 01.54
Division\Program: Contingency Fund: General
Program Administrator: Board of County Commissioners

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Contingency	\$0	\$1,149,000	\$1,149,000	\$100,000	(\$1,049,000)	-91.3%
Total Expenditures	\$0	\$1,149,000	\$1,149,000	\$100,000	(\$1,049,000)	-91.3%

Description:

The County typically adopts a Reserve for Contingency budget within its operating budget for emergency expenditures or revenue shortfalls that may arise during the fiscal year.

During FY2015, Contingency funds were spent as follows:

1. To fund snow removal costs for FY 2015.	\$1,054,000
2. To cover additional Professional Legal Services expenses incurred in FY 2015.	95,000
Total FY2015 Contingency Use	\$1,149,000

Department: Financing Uses 01.23
Division\Program: Fiscal & Administrative Services Fund: General
Program Administrator: David Eicholtz, Director of Fiscal & Administrative Services

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Transfer: Excise Tax Subsidy	\$0	\$651,500	\$0	\$0	(\$651,500)	-100.0%
Transfer: Watershed Fund	0	0	0	550,000	550,000	New
Capital Lease Purchase	2,897,102	6,139,500	6,979,100	6,979,100	839,600	13.7%
Total Expenditures	\$2,897,102	\$6,791,000	\$6,979,100	\$7,529,100	\$738,100	10.9%
Revenues / Fund Balance	\$2,540,100	\$6,791,000	\$6,979,100	\$6,979,100	\$188,100	2.8%

Changes and Useful Information:

- **Transfer: Excise Tax Subsidy** was used in FY2015 to support the school construction (excise tax) bond issue debt. In FY 2013, the County received a bond premium for the issue of school construction bonds. These revenues are restricted and can only be used to retire existing tax debt. The transfer moved funds to the Debt Service Fund to pay for Excise Tax Bonds.
- The **Transfer: Watershed Fund** budget is to help support the Watershed Protection & Restoration Enterprise Fund.
- The budgeted **Capital Lease Purchase** represents the General Fund asset value of the Capital Lease Agreement.
- **Revenue/Fund Balance** includes Capital Lease Proceeds which offset the Capital Lease Purchase (actual may vary due to timing of purchases) and assigned fund balance for the Excise Tax Subsidy.

Enterprise Funds

ENTERPRISE FUNDS

Enterprise funds are established for operations that have a defined customer base and are primarily funded by a service fee associated directly with the operation. These operations are accounted for in a manner similar to the private sector, where budgets are used as a management tool and are subject to the amount of activity. For example, an increase in building permit activity would increase both revenues and expenditures in the Inspection and Review Fund and necessitate a budget amendment increasing the revenue and expenditure budgets.

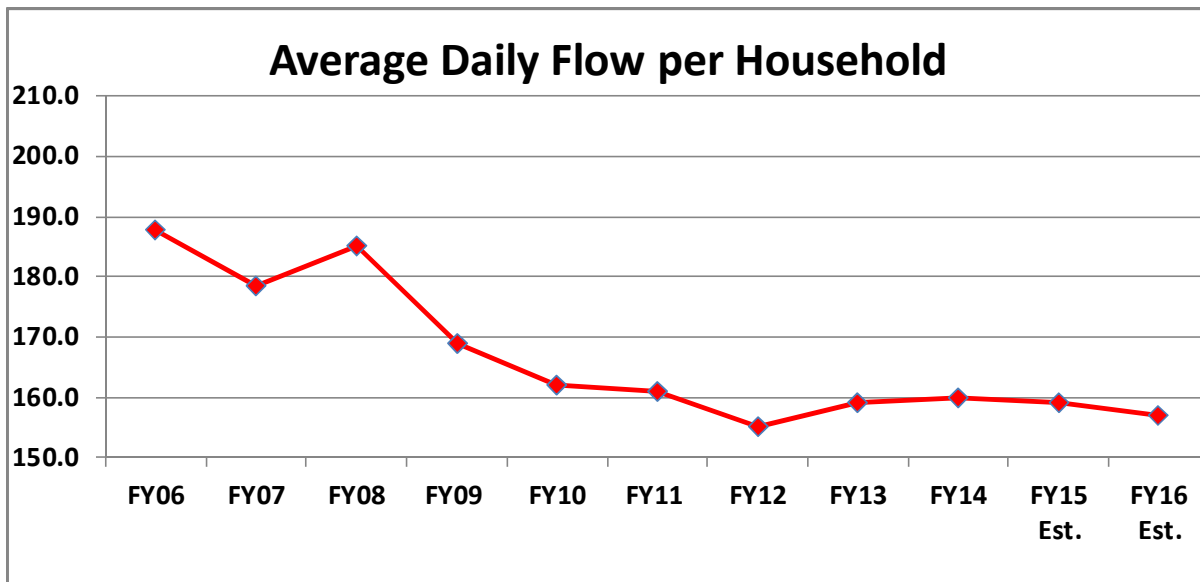
Enterprise Fund Revenues

Operating revenue budgets within these funds are estimated based on the expected level of activity unique to each operation and at a level so as to maintain a self-supporting status. These funds operate on a “break-even” basis, therefore, user fee rates are adjusted so that enough revenue is generated to pay for the system. For example, user fees & charges adopted within the Water and Sewer Fund recover the cost of supplying water to the customers, treatment of the sewer, meter reading, accounts receivable, debt service, and administrative costs of operating the system. Unlike a business enterprise, the County does not include a profit margin within its fees.

Trends and Assumptions for Revenue Estimates

Water & Sewer

The County manages many public water and sewer systems, the largest of which is the Mattawoman Wastewater Treatment Plant (MWWTP). The original concept of the plant envisioned an ultimate capacity through expansions of 50 million gallons per day. The Maryland Department of the Environment has rated the MWWTP for 20 million gallons per day. The average flow being treated is approximately 13 million gallons per day. Revenues that support these systems include user fees, connection fees, and front foot fees. The largest revenue source, user fees, is estimated based on an average flow per customer multiplied by the estimated number of customers. The number of customers is estimated based on our estimated population growth rate. The average-flow method was selected to moderate the estimates for unusual weather patterns. For example, during dry seasons customer water demand usually increases as customers water lawns and wash cars more frequently. Wet seasons produce the opposite effect.



For FY16, water user fees will increase by 6.4% for single family customers and 5.5% for multi-family/commercial customers. Both groups will see a 3.5% increase for sewer user fees and a 5.5% increase for billing fees in FY16. The total FY16 budget is 4.9% greater than the FY15 budget. Expenditures were adjusted to cover the increased cost of operation & maintenance, to cover an increase in debt service costs due to related capital projects and to fund four new positions. Based on an average daily consumption of 157 gallons, a consumer could expect to pay approximately \$158 per quarter. The County remains in the lower half of surrounding jurisdictions in rate comparisons.

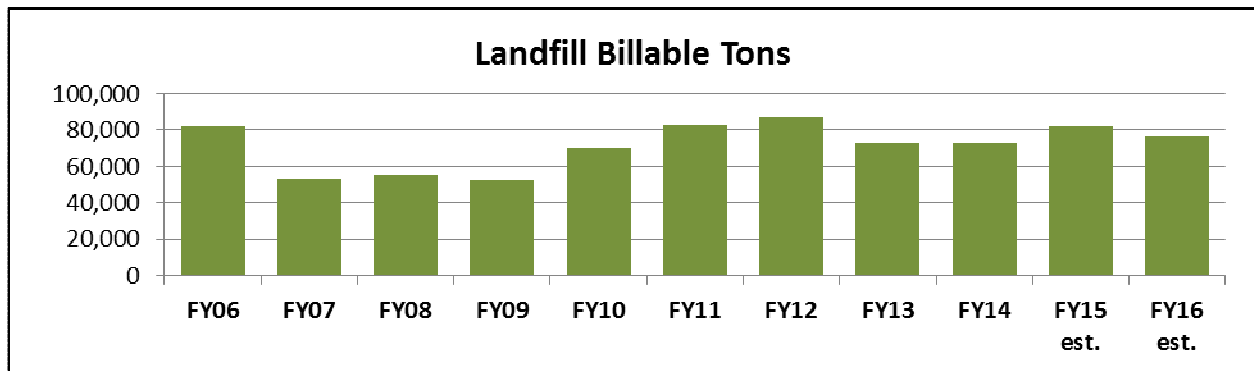
ENTERPRISE FUNDS

Solid Waste (Landfill)

An enterprise fund was established for landfill operations in the early 1990's. A tipping fee of \$70 will remain constant for FY16. This fee is the primary revenue source for the Landfill operation comprising over 95% of the revenues for this operation.

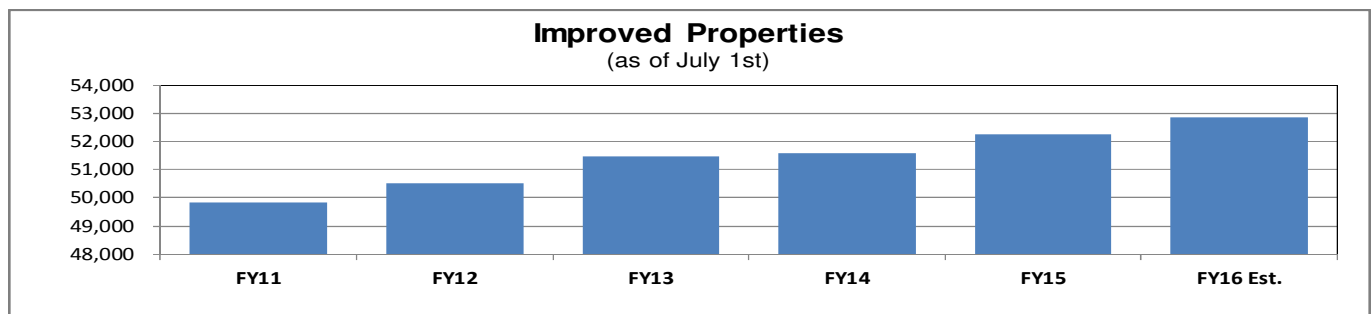
Both a fiscal and operational impact resulted from the free trade legislation approved by the Federal Government many years ago which removed restrictions on landfills and opened the waste removal business to interstate transactions. Consequently, what once was a predictable estimate for tons of waste is now a closely monitored monthly process. Revenues are estimated based on the latest trend in the waste management industry. Severe weather such as snow or ice storms (that can create hazardous driving conditions) tends to increase tonnage at the landfill due to its local access.

Although the revenues are difficult to predict, the fund remains in a financially stable position due to the County's long range planning and a decision to establish capital budget reserves for pay-as-you-go financing for future landfill expansion. The decision to pay cash for future expansions allows us to react to waste volume instead of depending on landfill revenues to pay for debt. FY16 tons are conservatively estimated. The landfill is located on a 16 acre site and is estimated to be 51% filled at the end of FY15. A history of billable tons is depicted in the following graph:



Environmental Service Fund (ESF)

Recycling and environmental programs are paid with revenues generated primarily by a \$88 environmental service fee for each improved property within the County. Improved property is land with one or more structures on it. The environmental service fee accounts for nearly 96% of revenues generated in this fund. The fee is established annually based on the estimated cost of various programs divided by the number of dwelling units. Information from the tax billing system supported by information from the Maryland Department of Assessments and Taxation provides the County with a reliable count of dwelling units. A growth rate is added to the base for a total revenue estimate. The fee was increased from \$78 to \$88 in FY16 to expand the curbside collection program by 4,000 homes, to purchase new equipment and to continue the Septic Pump Out Reimbursement and Yard Waste Processing Programs.



NOTE: The towns of Indian Head and La Plata have their own recycling program and pay a reduced ESF fee. The rate is currently \$16 which covers Hazardous Material disposal, litter control, & other programs. Revenue is also generated from the sale of recyclable material, which is subject to marketplace pricing.

ENTERPRISE FUNDS

Watershed Protection & Restoration Program

The County's Watershed Protection and Restoration Fund is for implementation of local stormwater management plans and practices, and stream and wetland restoration activities. The fund covers related planning, mapping, monitoring, inspections, enforcement, operations and maintenance, public education and outreach, grants to non-profits, administrative costs, and debt service payments to cover the cost of capital improvements. Revenues to the fund are generated primarily by the Stormwater Remediation Fee, which is charged annually to each improved property within the County and accounts for 73% of revenues. The Stormwater Remediation fee was set at \$43 in FY14 and reduced to \$35 per improved property in FY16. The fee is established annually based on the estimated cost of various programs divided by the number of improved properties. Properties within the Town of La Plata are not charged the fee, since the Town has a stormwater fee for similar purposes.

Inspection & Review

The County manages building inspections and developer plan reviews through the use of an enterprise fund. The recession in the early 1990's depressed the construction industry and left the County with high overhead costs. To allow for greater flexibility regarding the expansion and contraction of the building & renovation activities within the County this operation was privatized and is managed partly with outside contractors. Operating revenues for this fund are generated primarily by service charges for various inspections and reviews. Inspections are performed for roads, buildings, grading, water & sewer, storm drain & storm water, and sediment & erosion control. Reviews include plan reviews, architectural reviews, and reviews of Developer Rights and Responsibility (DRRA) applications. Estimates are provided by the Department of Planning & Growth Management based on their measurement of plan review and building development. Revenue estimates are assumed based on current trends, including permit and population estimates, leading economic indicators, market values, and personal income. Fees are adjusted to cover the cost of providing these services. Operations are estimated to increase by 5.0% compared to FY15.

Recreation

This fund is used to manage the recreational and leisure time activities for County residents including: recreational classes and special events, indoor sports leagues for youth and adult, drop-in programs, special population programs and supporting the Special Olympics, summer aquatics and swim lessons, summer sports camps, trips and tours, and amusement park discount ticket sales. Additionally, the Recreation fund accounts for the operation of the Elite Gymnastics & Recreation Center, a state-of-the-art facility. For FY16, the County's Golf Course operation was moved to the General Fund. The County also owns the Capital Clubhouse Recreation Center, a year-round recreation and sports complex which is run by a third party contract and is not part of the County's budget. Revenues are estimated based on historical activity and changes in program offerings. Operations excluding the Capital Clubhouse are budgeted to increase 5.1% compared to FY15.

Vending Machine Fund

Commercial vending machines, placed throughout County owned facilities, provide a modest revenue stream. A sales commission earned is used to fund various County-sponsored functions for employees. Revenues are estimated from historical data.

Tourism & Concert

The Charles County Government Office of Tourism is researching with the Regency Furniture Stadium on the feasibility of creating a sustainable Premier Stadium Concert Series with a minimum of three concerts per year at the Regency Furniture Stadium.

ENTERPRISE FUND OPERATING BUDGETS⁽¹⁾

	<u>FY2014</u> <u>Actual</u>	<u>FY2015</u> <u>Budget</u>	<u>FY2016</u> <u>Request</u>	<u>FY2016</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY2015</u>	<u>%</u> <u>Chg.</u>
Water & Sewer						
Revenue						
Service Charges	\$22,784,143	\$25,971,000	\$26,218,000	\$27,330,400	\$1,359,400	5.2%
Local Government	908,769	914,400	959,900	959,900	45,500	5.0%
Fines & Forfeitures	553,743	535,000	557,000	557,000	22,000	4.1%
Rent Revenues	314,950	270,000	280,000	280,000	10,000	3.7%
Licenses & Permits	71,197	68,700	71,700	71,700	3,000	4.4%
Miscellaneous	59,633	39,500	41,000	41,000	1,500	3.8%
Operating Revenues	\$24,692,435	\$27,798,600	\$28,127,600	\$29,240,000	\$1,441,400	5.2%
Fund Balance Appropriation	0	500,000	450,000	450,000	(50,000)	-10.0%
Total	\$24,692,435	\$28,298,600	\$28,577,600	\$29,690,000	\$1,391,400	4.9%
Expense						
Personal Services	\$7,900,677	\$8,027,300	\$8,036,500	\$8,071,900	\$44,600	0.6%
Fringe Benefits	2,652,818	2,901,300	3,069,800	3,092,100	190,800	6.6%
Operating Costs	9,583,092	11,606,400	12,721,900	12,664,200	1,057,800	9.1%
Debt Service	3,856,221	4,378,600	4,621,200	4,621,200	242,600	5.5%
Capital Outlay	269,225	1,085,000	1,130,000	1,130,000	45,000	4.1%
Capital Projects	221,761	300,000	110,600	110,600	(189,400)	-63.1%
Total	\$24,483,793	\$28,298,600	\$29,690,000	\$29,690,000	\$1,391,400	4.9%
Variance	\$208,642	\$0	(\$1,112,400)	\$0		

Solid Waste

Revenue						
Service Charges	\$5,308,526	\$5,055,400	\$5,505,900	\$5,505,900	\$450,500	8.9%
Licenses & Permits	1,593	3,000	3,000	3,000	0	0.0%
Miscellaneous	62	2,400	2,400	2,400	0	0.0%
Operating Revenues	\$5,310,181	\$5,060,800	\$5,511,300	\$5,511,300	\$450,500	8.9%
Fund Balance Appropriation	582,345	460,000	0	0	(460,000)	N/A
Total	\$5,892,526	\$5,520,800	\$5,511,300	\$5,511,300	(\$9,500)	-0.2%
Expense						
Personal Services	\$1,546,778	\$1,593,400	\$1,603,200	\$1,599,800	\$6,400	0.4%
Fringe Benefits	494,402	547,900	555,300	558,700	10,800	2.0%
Operating Costs	876,963	909,100	923,200	923,200	14,100	1.6%
Debt Service	17,460	12,300	18,700	18,700	6,400	52.0%
Capital Budget Reserve	1,613,200	1,521,900	1,840,500	1,840,500	318,600	20.9%
Capital Outlay	445,645	460,000	0	0	(460,000)	N/A
Equipment Reserve	637,400	476,200	570,400	570,400	94,200	19.8%
Total	\$5,631,848	\$5,520,800	\$5,511,300	\$5,511,300	(\$9,500)	-0.2%
Variance	\$260,678	\$0	\$0	\$0		

Footnotes:

(1) Information reported is based on a budgetary basis, which in some cases varies from an accounting basis. For rate setting purposes, capital outlay, principal payments on debt services, and sinking fund reserves are listed above. These items are not recorded on the County's Statement of Revenues, Expenses, and changes in Net Assets.

ENTERPRISE FUND OPERATING BUDGETS⁽¹⁾

	FY2014 <u>Actual</u>	FY2015 <u>Budget</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	<u>\$ Change</u> from FY2015	<u>%</u> <u>Chg.</u>
Environmental Services						
Revenue						
Service Charges	\$3,468,644	\$4,034,300	\$4,047,500	\$4,573,800	\$539,500	13.4%
Interest Income	14,270	13,700	13,700	13,700	0	0.0%
Operating Revenues	\$3,482,914	\$4,048,000	\$4,061,200	\$4,587,500	\$539,500	13.3%
Fund Balance Appropriation	23,495	252,400	0	0	(252,400)	N/A
Total	\$3,506,409	\$4,300,400	\$4,061,200	\$4,587,500	\$287,100	6.7%
Expense						
Personal Services	\$811,272	\$833,800	\$888,000	\$889,500	\$55,700	6.7%
Fringe Benefits	229,573	262,000	290,100	288,600	26,600	10.2%
Operating Costs	1,960,623	2,314,000	2,640,800	2,640,800	326,800	14.1%
Debt Service	323,117	567,200	639,600	639,600	72,400	12.8%
Capital Outlay	20,600	202,400	8,000	8,000	(194,400)	-96.0%
Equipment Reserve	121,000	121,000	121,000	121,000	0	0.0%
Total	\$3,466,185	\$4,300,400	\$4,587,500	\$4,587,500	\$287,100	6.7%
Variance	\$40,224	\$0	(\$526,300)	\$0		

Watershed Protection and Restoration

Revenue						
Service Charges	\$2,150,779	\$2,166,100	\$2,197,300	\$1,845,400	(\$320,700)	-14.8%
Interest Income	7,282	2,700	5,300	5,300	2,600	96.3%
Operating Revenues	\$2,158,061	\$2,168,800	\$2,202,600	\$1,850,700	(\$318,100)	-14.7%
Transfers from General Fund	0	0	0	550,000	550,000	N/A
Fund Balance Appropriation	0	0	75,000	75,000	75,000	N/A
Total	\$2,158,061	\$2,168,800	\$2,277,600	\$2,475,700	\$306,900	14.2%
Expense						
Personal Services	\$147,179	\$241,400	\$232,800	\$232,200	(\$9,200)	-3.8%
Fringe Benefits	39,462	75,400	74,800	75,400	0	0.0%
Operating Costs	690,947	1,092,100	1,373,900	1,243,400	151,300	13.9%
Debt Service	531,067	626,200	889,700	889,700	263,500	42.1%
Operating Contingency	0	73,700	0	0	(73,700)	N/A
Capital Budget Reserve	180,000	60,000	35,000	35,000	(25,000)	-41.7%
Total	\$1,588,654	\$2,168,800	\$2,606,200	\$2,475,700	\$306,900	14.2%
Variance	\$569,406	\$0	(\$328,600)	\$0		

Footnotes:

(1) Information reported is based on a budgetary basis, which in some cases varies from an accounting basis. For rate setting purposes, capital outlay, principal payments on debt services, and sinking fund reserves are listed above. These items are not recorded on the County's Statement of Revenues, Expenses, and changes in Net Assets.

ENTERPRISE FUND OPERATING BUDGETS⁽¹⁾

	FY2014 <u>Actual</u>	FY2015 <u>Budget</u>	FY2016 <u>Request</u>	FY2016 <u>Adopted</u>	<u>\$ Change</u> from FY2015	<u>%</u> <u>Chg.</u>
Inspections and Review						
Revenue						
Service Charges	\$3,598,752	\$3,415,200	\$3,535,800	\$3,576,100	\$160,900	4.7%
Operating Revenues	\$3,598,752	\$3,415,200	\$3,535,800	\$3,576,100	\$160,900	4.7%
Transfers from General Fund	0	0	0	9,700	9,700	N/A
Total	\$3,598,752	\$3,415,200	\$3,535,800	\$3,585,800	\$170,600	5.0%
Expense						
Personal Services	\$1,168,125	\$1,153,400	\$1,173,200	\$1,172,600	\$19,200	1.7%
Fringe Benefits	384,504	409,300	426,600	427,200	17,900	4.4%
Operating Costs	1,480,017	1,640,900	1,747,000	1,747,000	106,100	6.5%
Debt Service	35,478	90,500	153,200	153,200	62,700	69.3%
Operating Contingency	0	121,100	85,800	85,800	(35,300)	-29.1%
Total	\$3,068,124	\$3,415,200	\$3,585,800	\$3,585,800	\$170,600	5.0%
Variance	\$530,628	\$0	(\$50,000)	\$0		

Recreation

Revenue						
Service Charges	\$1,467,660	\$1,754,500	\$1,838,600	\$1,838,600	\$84,100	4.8%
Rent Revenue	60,731	57,700	59,200	59,200	1,500	2.6%
Miscellaneous	35,782	47,500	47,000	47,000	(500)	-1.1%
State Grants	20,949	19,500	20,900	20,900	1,400	7.2%
Federal Grants	3,954	5,000	5,000	5,000	0	0.0%
Interest Income	0	1,000	1,000	1,000	0	0.0%
Operating Revenues	\$1,589,076	\$1,885,200	\$1,971,700	\$1,971,700	\$86,500	4.6%
Fund Balance Appropriation	5,121	126,400	0	0	(126,400)	N/A
Total	\$1,594,197	\$2,011,600	\$1,971,700	\$1,971,700	(\$39,900)	-2.0%
Expense						
Personal Services	\$764,470	\$888,200	\$969,900	\$969,300	\$81,100	9.1%
Fringe Benefits	123,722	147,800	166,500	167,100	19,300	13.1%
Operating Costs	603,887	656,600	656,800	656,800	200	0.0%
Debt Service	152,913	150,700	151,300	151,300	600	0.4%
Operating Contingency	0	25,500	17,700	17,700	(7,800)	-30.6%
Capital Outlay	5,121	0	9,500	9,500	9,500	N/A
Equipment Reserve	7,500	7,500	0	0	(7,500)	N/A
Total	\$1,657,613	\$1,876,300	\$1,971,700	\$1,971,700	\$95,400	5.1%
Variance	(\$63,416)	\$135,300	\$0	\$0		
Transfers to Golf Course	241,627	135,300	0	0	(135,300)	N/A
Net Variance	(\$305,043)	\$0	\$0	\$0		

Footnotes:

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ENTERPRISE FUND OPERATING BUDGETS⁽¹⁾

	<u>FY2014 Actual</u>	<u>FY2015 Budget</u>	<u>FY2016 Request</u>	<u>FY2016 Adopted</u>	<u>\$ Change from FY2015</u>	<u>% Chg.</u>
Vending Machine						
Service Charges	\$151,162	\$142,500	\$142,500	\$145,600	\$3,100	2.2%
Operating Costs	\$136,198	\$142,500	\$142,500	\$145,600	\$3,100	2.2%
Variance	\$14,964	\$0	\$0	\$0		

Tourism Stadium Concert						
Miscellaneous	\$0	\$73,200	\$73,200	\$73,200	\$0	0.0%
Operating Costs	\$0	\$73,200	\$73,200	\$73,200	\$0	0.0%
Variance	\$0	\$0	\$0	\$0		

Total Enterprise Funds

Total Revenues	\$41,593,541	\$45,931,100	\$46,150,900	\$48,040,800	\$2,109,700	4.6%
Total Expenses	\$40,274,042	\$45,931,100	\$48,168,200	\$48,040,800	\$2,109,700	4.6%
Variance	\$1,319,499	\$0	(\$2,017,300)	\$0		

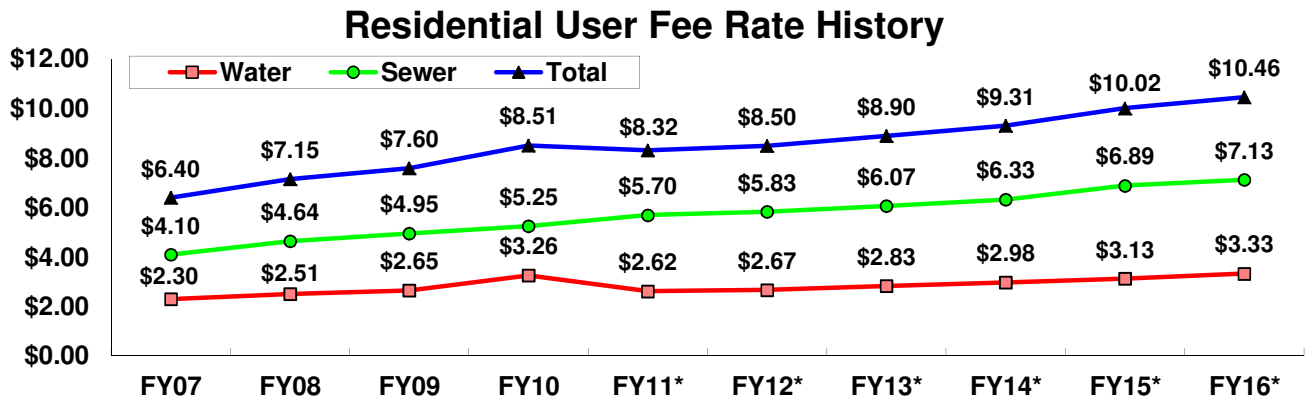
Footnotes:

(1) Information reported is based on a budgetary basis, which in some cases varies from an accounting basis. For rate setting purposes, capital outlay, principal payments on debt services, and sinking fund reserves are listed above. These items are not recorded on the County's Statement of Revenues, Expenses, and changes in Net Assets.

Water and Sewer Fund

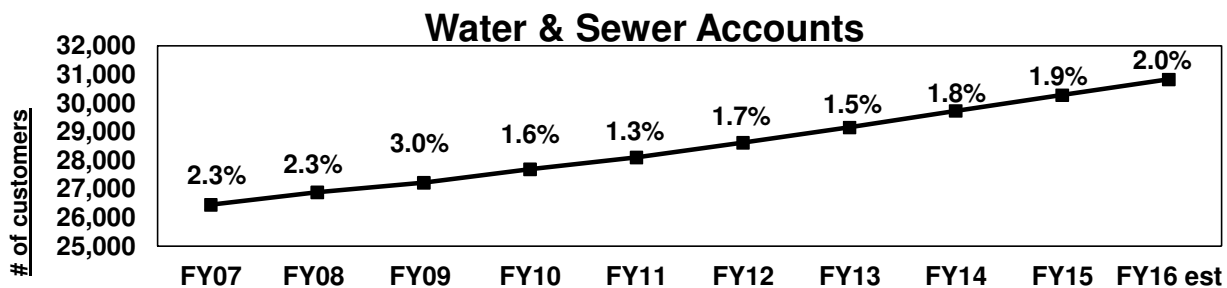
William A. Shreve, Director of Public Works
 Address: 5310 Hawthorne Rd., La Plata, MD 20646
www.charlescountymd.gov/pw/utilities/mattawoman-office-utilities

301-609-7400 301-753-8270
 7:00 a.m.-3:00 p.m. M-F



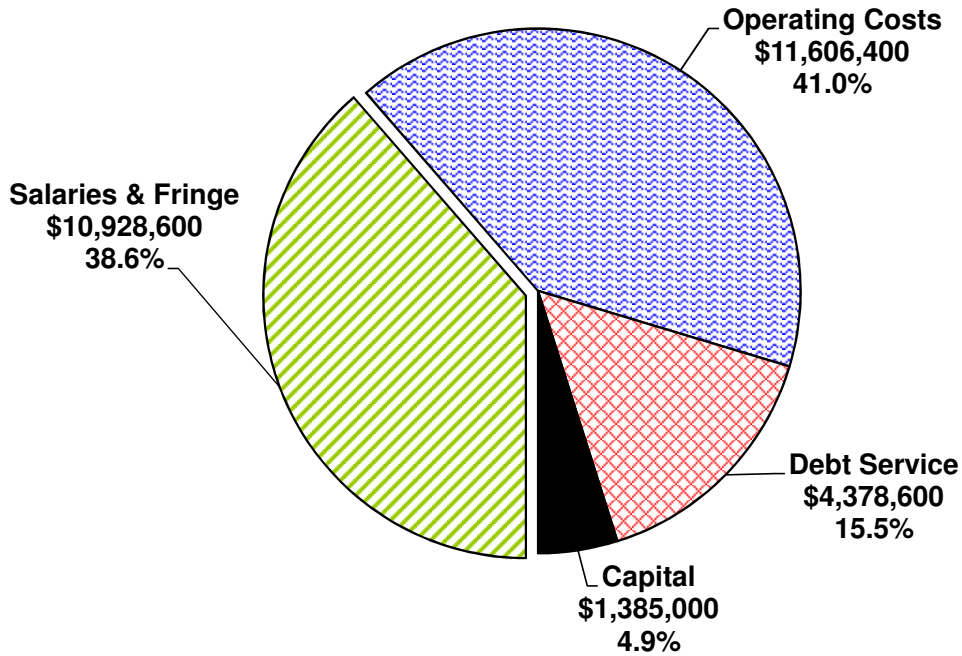
*The user fee rate structure was adjusted for FY11 to a tiered method. This resulted in a rate decrease for the average residential customer who consumes less than 18,000 gallons per quarter. Customers consuming more than 18,000 gallons per quarter will be charged a higher rate on the excess usage. The tiered method approach will continue in FY2016. **See additional rates below:**

Water User Fee Rate		FY2016 Rates:
Single Family Residential: 0 - 18,000 gallons.....		\$3.33 per 1,000 gallons
Single Family Residential: 18,001 - 24,000 gallons.....		\$6.66 per 1,000 gallons
Single Family Residential: Over 24,000 gallons.....		\$9.99 per 1,000 gallons
Multi-Family/Commercial: based on metered usage.....		\$4.18 per 1,000 gallons
Sewer User Fee Rate		
Single Family Residential: Billing capped at 24,000 gallons.....		\$7.13 per 1,000 gallons
Multi-Family/Commercial: based on metered usage.....		\$7.13 per 1,000 gallons
Customer Account Fee		
Customer Account Charge.....		\$10.41 flat fee
Sewer "Only" Non-Metered Customer Account Charge.....		\$5.28 flat fee
Late Payment Penalty.....		10% of current bill plus
Other Fees		3% of arrear bills
Water Leak Test.....		\$46
Water Meter Test - 5/8" Meters to 8" Meters.....		\$131 to \$340
Reconnect/Disconnect of Water Service (weekdays).....		\$46
Reconnect/Disconnect Water Service (evenings/weekends/holidays).....		\$102

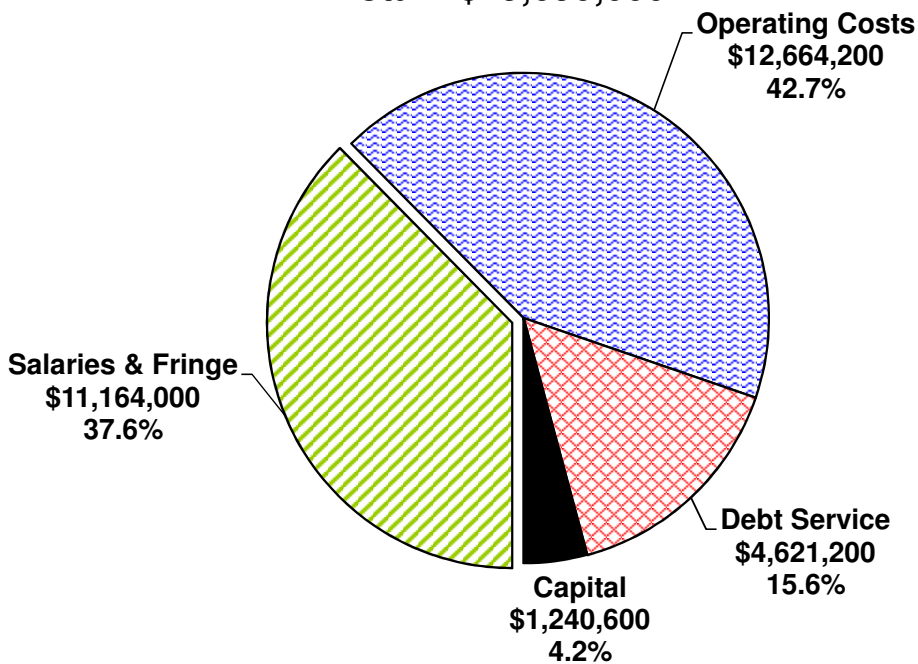


The % increase in the graph represents the rate of customer growth. The number of accounts has steadily increased each year which is reflective of the County's constant population growth.

FY2015 Operating Expenses by Account Classification
Total: \$28,298,600



FY2016 Operating Expenses by Account Classification
Total: \$29,690,000



Represents costs associated with the operation and maintenance of the Water and Sewer Fund. Costs, including additional debt service, related to funding capital projects for new or future customers are not included.

Water & Sewer

Department: Public Works - Utilities 30.25.71
Division \ Program: Satellite Sewer Systems Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2014	FY2015	FY2016	FY2016	\$ Change	%
	Actual	Adopted	Request	Adopted	FY2015	Chg.
Personal Services	\$2,490,107	\$2,585,800	\$2,582,800	\$2,599,400	\$13,600	0.5%
Fringe Benefits	851,091	977,300	1,036,900	1,046,300	69,000	7.1%
Operating Costs	1,939,824	2,698,600	2,631,900	2,625,400	(73,200)	-2.7%
Debt Service	2,009,082	2,278,000	2,439,000	2,439,000	161,000	7.1%
Capital Outlay/Maintenance	25,865	545,000	545,000	545,000	0	0.0%
Capital Projects	143,461	172,000	56,700	56,700	(115,300)	-67.0%
Total Expenditures	\$7,459,429	\$9,256,700	\$9,292,300	\$9,311,800	\$55,100	0.6%

Changes and Useful Information:

- The **Operating Costs** budget decrease is due to the following reasons:
 - Electricity and Vehicle Repairs and Maintenance were increased based on activity.
 - A budget for the Grease Busters Prevention Program, GPS Monitoring and Fines was established.
 - Other accounts, such as General Supplies, Equipment, Computer Allocation, Contract Services as well as several accounts have been decreased based on activity and for one-time FY2015 costs.
- The increase in **Debt Service** is to fund the 2015 bond issue and the FY2016 capital lease. The FY16 lease is for vehicles and other equipment.
- The **Capital Outlay/Maintenance** is for sewer lining projects for root prevention and extension of life. Also \$500,000 represents a series of applicable maintenance projects, such as, inspection and repair work for the smaller infiltration and inflow problems (repairing manholes). Other projects are to be defined.
- Capital Projects** budget is for the Sewer Model Update. FY15 included funds for the Cobb Island Study.

Description:

The Sewer Division of the Department of Public Works - Utilities exists to operate and maintain all County owned sewer lines, pump stations and treatment plants in an effort to ensure a healthy environment for Charles County residents. Included are 58 pump stations, six wastewater treatment plants, and hundreds of miles of sewer lines throughout the County. Facilities are monitored by staff daily everyday of the year, with radio telemetry alarm units and an emergency communication system providing for around the clock responses as needed.

The Sewer Division also includes the holding tank program (administered by the Department of Community Services) which provides for the pumping of 16 holding tanks for those who qualify, and the Sewer Division pumps these tanks on a regular basis. As is the case with the remainder of the Department, the program goal is to comply with all Federal, State, and County laws and regulations on a consistent basis and to meet or exceed all permit conditions.

Positions:

	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Total Full Time Equivalent	43.4	43.7	43.7	44.9	45.5

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: To comply with permit conditions.</i>					
Gallons treated per day at satellite plants	341,727	200,943	233,518	355,000	355,000
Efficiency rate for Treatment Plants (Compliance)	97.16%	94.51%	94.89%	99.00%	99.00%

Water & Sewer

Department: Public Works - Utilities 30.25.72
Division \ Program: Mattawoman Treatment Plant Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change FY2015	% Chg.
Personal Services	\$1,906,023	\$1,956,100	\$1,937,500	\$1,946,300	(\$9,800)	-0.5%
Fringe Benefits	633,288	661,300	712,100	719,400	58,100	8.8%
Operating Costs	4,605,392	5,111,900	5,725,500	5,689,900	578,000	11.3%
Debt Service	30,000	13,100	16,600	16,600	3,500	26.7%
Capital Outlay/Maintenance	111,579	40,000	40,000	40,000	0	0.0%
Total Expenditures	\$7,286,282	\$7,782,400	\$8,431,700	\$8,412,200	\$629,800	8.1%
WSSC Contribution	\$908,769	\$914,400	\$959,900	\$959,900	\$45,500	5.0%

Changes and Useful Information:

- Included in **Personal Services** is funding for two new positions, a Technical Support Operations Superintendent and a Laboratory Information Management Systems(LIMS)/Data Technician. These positions are also supported by the Water Division and the Sewer Division. The Technical Support Operations Superintendent will provide management and supervisory support to the Superintendents operating environmental facilities. While the LIMS Data Technician will perform data entry and ongoing maintenance of information technology systems. Also included was the reallocation of personnel based on assigned duties. These increases were offset due to the filling of vacant positions at lower salaries.
- The **Operating Costs** budget increase is due to the following reasons:
 - Increase in Electricity and Chemicals based on activity.
 - Sludge Fees increased by 2%.
 - A budget for Fines was established.
 - Due to one time FY15 cost, Testing, Computer Allocation and Contract Services have been reduced.
- The **Capital Outlay/Maintenance** budget represents a series of applicable maintenance projects, where some are yet to be defined. However one major project is a fence line restoration at the plant.

Description:

The Mattawoman Wastewater Treatment Plant is an advanced facility capable of treating 20 million gallons of wastewater daily. It is staffed and monitored around the clock and has phosphorous removal and sludge handling capabilities, accepting septic tank, holding tank wastes and sludge from other sources throughout the County. A sludge contract with a private vendor provides for a proactive approach to sludge management that benefits not only the user community and the agricultural community, but the environment as a whole since we are able to conserve landfill space and assist in the Chesapeake Bay restoration effort.

An Enhanced Nutrient Removal upgrade to the Plant was completed during FY 2009 as part of a Chesapeake Bay initiative. The Plant has an in-house laboratory that provides analytic services for quality control. The goal of the facility is to comply with all Federal, State, and County laws and regulations on a consistent basis and to meet or exceed all permit conditions.

Positions:

	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Total Full Time Equivalent	35.1	34.0	34.0	33.6	36.3

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>

Objective: To enhance efficiency by holding operating costs to a minimum while maintaining equipment in peak condition in order to provide the best possible service for our customers.

-kW hours per million gallons treated (l)	2,617	2,932	2,613	2,400	2,400
Efficiency rate (compliance)	95.24%	97.62%	97.62%	99.00%	99.00%

Water & Sewer

Department: Public Works - Utilities 30.25.76
Division \ Program: Water Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change FY2015	% Chg.
Personal Services	\$2,251,523	\$2,280,100	\$2,261,000	\$2,269,600	(\$10,500)	-0.5%
Fringe Benefits	770,825	842,500	848,000	854,000	11,500	1.4%
Operating Costs	2,810,300	3,586,600	4,148,100	4,133,500	546,900	15.2%
Debt Service	1,533,058	1,745,200	1,793,500	1,793,500	48,300	2.8%
Capital Outlay/Maintenance	131,781	500,000	545,000	545,000	45,000	9.0%
Capital Projects	78,300	128,000	53,900	53,900	(74,100)	-57.9%
Total Expenditures	\$7,575,787	\$9,082,400	\$9,649,500	\$9,649,500	\$567,100	6.2%

Changes and Useful Information:

- **Personal Services** decrease due to turnover and the reallocation of positions based on assigned duties.
- The **Operating Costs** budget increase is due to the following reasons:
 - Due to Maryland Department of the Environment reducing the County's water allocation within the Patapsco Aquifer which is shared among various jurisdictions, the County will have to purchase more water from Washington Suburban Sanitary Commission.
 - Based on activity, Electricity was increased.
 - Included in Equipment are funds for chemical pumps for several water systems, CL-17 equipment for several water systems, flow regulators, pressure switches, to convert from chlorine tablets to liquid chlorine additional equipment such as pumps, and pumps and equipment for the current chlorine tablet feeders.
- The increase in **Debt Service** is to fund the 2015 bond issue, and the FY2016 capital lease. The FY16 lease is for various equipment.
- **Capital Outlay/Maintenance** budget is for small ground storage water tank and hydro-pneumatic tank replacement program for the south region.
- **Capital Projects** budget is for the Water Model Update Project, the Waldorf/Chapel Point Water System Interconnection Feasibility Study Project, and providing funds to begin the Bensville/Bryan's Road Water System Interconnection.

Description:

The Water Division of the Department of Public Works - Utilities provides water service to more than 29,000 customer accounts throughout the County, striving to ensure a safe drinking water supply for all. As a result of growth throughout the County, rather than operating as one integrated system, the Division operates and maintains 19 separate community water systems, four Wastewater Treatment Plant water systems and five County park water systems.

Positions:

	<u>FY 2012</u> FTE	<u>FY 2013</u> FTE	<u>FY 2014</u> FTE	<u>FY 2015</u> FTE	<u>FY 2016</u> FTE
Total Full Time Equivalent	36.8	37.6	37.6	38.3	38.5

Objectives & Measurements:

	<u>FY12</u> Actual	<u>FY13</u> Actual	<u>FY14</u> Actual	<u>FY15</u> Projected	<u>FY16</u> Estimated
<i>Objective: To enhance efficiency by holding operating costs to a minimum while maintaining equipment in peak condition in order to provide the best possible service for our customers. We are also striving to minimize our use of groundwater in the development district to allow our aquifers to replenish and restore water levels.</i>					
Total gallons pumped per day	6,266,437	5,934,731	6,113,923	6,300,000	6,300,000
WSSC gallons pumped per day	76,299	126,028	100,914	100,000	100,000

Water & Sewer

Departments: Public Works - Utilities Account: 30.25
Division \ Program: Water, Sewer, Mattawoman Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Positions:	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Public Works	0.5	0.5	0.5	0.5	0.5
Assistant Director of Public Works - Utilities	0.9	0.9	0.9	0.9	0.9
Chief of Operations and Maintenance	1.0	1.0	1.0	1.0	1.0
Chief of Technical Support	1.0	1.0	1.0	1.0	1.0
Inventory & Fleet Mgmt Operations Manager	0.0	0.0	0.0	0.2	0.2
Engineer I - III	2.8	2.8	2.8	2.8	2.8
Technical Support Operations Superintendent	1.0	1.0	1.0	0.0	1.0
Equipment Maintenance Supt.	1.0	1.0	1.0	1.0	1.0
Environmental Operations Superintendent	3.0	4.0	4.0	4.0	4.0
Financial Support Manager	0.5	0.5	0.5	1.5	1.0
Laboratory Supervisor	1.0	1.0	1.0	1.0	1.0
Laboratory Management Information Systems/Data	0.0	0.0	0.0	0.0	1.0
Line Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Systems Analyst	1.0	1.0	1.0	1.0	1.0
Network Specialist III	1.0	1.0	1.0	1.0	1.0
Wastewater Operations Supervisor II	5.0	5.0	5.0	6.0	6.0
Assistant Project Manager	1.0	2.0	2.0	2.0	2.0
Line Maintenance Supervisor	3.0	3.0	3.0	3.0	3.0
Equipment Maintenance Supervisor	3.0	3.0	3.0	3.0	3.0
Water Operations Supervisor	3.0	3.0	3.0	3.0	3.0
Wastewater Operations Supervisor I	2.0	2.0	2.0	0.0	0.0
Fleet Maintenance Technician III	1.0	1.0	1.0	1.0	1.0
Pretreatment Specialist	1.0	1.0	1.0	1.0	1.0
Cross Connection Control Specialist	1.0	1.0	1.0	1.0	1.0
Laboratory Technician I - II	3.0	3.0	3.0	3.0	3.0
Inventory Control Specialist	0.0	0.0	0.0	0.2	0.2
Management Support Specialist	1.0	1.0	1.0	1.0	1.0
Instrumentation Technician	0.0	0.0	2.0	3.0	3.0
Electrician III	4.0	4.0	2.0	2.0	2.0
Facilities Maintenance Technician III	1.0	1.0	1.0	1.0	1.0
Administrative Project Specialist	1.0	1.0	1.0	1.0	1.0
Equipment Maintenance Technician II	3.0	3.0	3.0	3.0	3.0
Fleet Maintenance Technician II	1.0	1.0	1.0	1.0	1.0
Wastewater Operator / Trainee	22.0	22.0	23.0	26.0	26.0
Utilities Locator	3.0	3.0	3.0	3.0	3.0
Administrative Associate	2.0	2.0	2.0	2.0	2.0
Electrician I - II	5.0	4.0	3.0	3.0	3.0
Inventory Control Associate	0.0	0.0	0.0	0.2	0.2
Regulatory Compliance Associate	0.0	0.0	0.0	1.0	1.0
Equipment Operator III - IV	8.0	8.0	8.0	7.0	7.0
Painter	1.0	1.0	1.0	0.0	0.0
Water Operator	8.0	8.0	8.0	7.0	7.0
Meter Technician	1.0	1.0	0.0	0.0	0.0
Equipment Maintenance Technician I	6.0	5.0	5.0	5.0	5.0
Office Associate III	1.0	1.0	1.0	1.0	1.0
Facilities Maintenance Technician I	1.0	1.0	1.0	1.0	1.0
Line Maintenance Worker	7.0	7.0	8.0	8.0	10.0
Part Time I	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	115.3	115.3	115.3	116.8	120.2

Salaries are charged out to the Water, Sewer, and Mattawoman divisions based on job duties. Full Time Equivalent positions per division are as follows:

Water	36.8	37.6	37.6	38.3	38.5
Sewer	43.4	43.7	43.7	44.9	45.5
Mattawoman	35.1	34.0	34.0	33.6	36.3
Total Full Time Equivalent	115.3	115.3	115.3	116.8	120.2

Water & Sewer

Department: Planning and Growth Management 30.07.06
Division \ Program: Water & Sewer Administration Fund: Enterprise
Program Administrator: Peter Aluotto, Director of Planning & Growth Management
www.charlescountymd.gov/pgm/welcome

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change FY2015	% Chg.
Personal Services	\$89,389	\$87,600	\$87,600	\$87,400	(\$200)	-0.2%
Fringe Benefits	23,058	23,800	24,700	24,900	1,100	4.6%
Operating Costs	1,469	1,900	2,100	2,100	200	10.5%
Total Expenditures	\$113,916	\$113,300	\$114,400	\$114,400	\$1,100	1.0%
Revenues	\$5,913	\$7,000	\$7,000	\$7,000	\$0	0.0%

Baseline Changes and Useful Information:

- The **Operating Costs** increase is for additional Employee Education funding.

Description:

The Administration Division under Planning & Growth Management provides continuous evaluation of infrastructure needs and implements standards through updates to comprehensive plan, ordinances, policies, and procedures; maintain high standards of personnel efficiency and expertise to guarantee performance consistent with specialized obligations; develop and maintain a continuous program of education, promoting the most efficient use of the resources of the County pertaining to planning and growth management, the land necessary for roads, water and sewer, and facilities improvements, while emphasizing the socioeconomic values of comprehensive land development and programming; improve recruitment and retention as another area of emphasis in developing a top flight staff.

The responsibilities of the Administration Division include: budget administration; customer relations; department's coordination with citizens' liaison issues; maintenance of department's central file room; dedication of roads, water and sewer systems; property acquisitions; planning, preparation & coordination of auction of surplus county properties; develop programs and procedures; grants administration; personnel administration; short and long range planning, approval of record plats and utility permits. Patapsco water supply; water conservation program; water & sewage plan; technical support; WSSC water interconnection negotiations; allocation; consent orders; pretreatment program; sludge management program; Mattawoman failing septic areas; new facilities feasibility; Inflow & Infiltration program; and the Pisgah residential well installations.

Positions:

	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Planning & Growth Mgmt	0.3	0.3	0.3	0.3	0.3
Administration Manager	0.3	0.3	0.3	0.3	0.3
Property Acquisition Officer	0.3	0.3	0.3	0.3	0.3
Administrative Associate	0.3	0.3	0.3	0.3	0.3
Office Associate II	0.3	0.3	0.0	0.0	0.0
Total Full Time Equivalent	1.4	1.4	1.1	1.1	1.1

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<u>Utility Permits</u>					
<i>Objective: to assure that fees are collected and that line sizing, length, type and meter size are in accordance with the Water and Sewer ordinance.</i>					
Utility Permits Applications	646	537	757	625	700
Utility Permits Issued	499	669	628	600	650

Property Acquisition Requests

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<i>Objective: To facilitate the acquisition of property interests for utility infrastructure.</i>					
Property Acquisition Requests (not PGM)	43	27	27	30	30

Water & Sewer

Department: Planning and Growth Management 30.07.61
Division \ Program: Codes, Permits & Inspection Services\Codes & Permits Fund: Enterprise
Program Administrator: Frank Ward, Chief of Codes, Permits & Inspection Services
www.charlescountymd.gov/pgm/cpis/codes-perimits-inspection-services

Expenditure Category	FY2014	FY2015	FY2016	FY2016	\$ Change	%
	Actual	Adopted	Request	Adopted	FY2015	Chg.
Personal Services	\$233,611	\$234,400	\$233,700	\$233,000	(\$1,400)	-0.6%
Fringe Benefits	78,494	81,600	85,000	85,700	4,100	5.0%
Operating Costs	2,484	3,900	3,700	3,700	(200)	-5.1%
Total Expenditures	\$314,589	\$319,900	\$322,400	\$322,400	\$2,500	0.8%

Description:

The policies of Codes & Permits provides for adequate stormwater management, stormwater conveyance facilities, water & sewer facilities, roads & grading & sediment control, through the development & implementation of ordinances standard specifications for construction, standard details, and execution of plan review & inspections. The services performed by this division include: providing plan review & inspection for all subdivisions building permits, capital improvements for grading qualitative & quantitative stormwater management roads, storm drainage, & water/sewer construction to insure compliance with County ordinance standards; grading & drainage plan reviews of the site plans for building permits & responding to citizen's drainage concerns; providing plan reviews for private water & sewer projects as well as technical assistance for private water systems and review designs for new county water and sewer projects.

Codes & Permits also provides the following services: bonds and developer agreements; the staff receives, reviews, and issues all building, plumbing, gas, and electrical applications for all kinds of new and remodeled constructions, both residential and commercial, for compliance with state and county codes; issues permits for utility services, and continues to provide for a more efficient permitting process through specialized procedures to streamline the more typical projects such as garages, sheds, pools, interior alterations, wood stoves, barns, etc. Codes & Permits also receives, reviews, and issues Development Services permits for developer infrastructure projects related to water and sewer.

Positions:

	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Engineer I / II / III / IV	0.8	1.1	1.1	1.1	1.1
Right-of-Way Agent I	0.3	0.3	0.3	0.3	0.3
Water/Wastewater Permit Technician	0.8	0.8	0.8	0.8	0.8
Permits Specialist	0.8	0.8	0.8	0.8	0.8
Office Associate II	0.5	0.8	0.8	0.8	0.8
Office Associate I	0.0	0.0	0.3	0.3	0.3
Total Full Time Equivalent	3.1	3.7	3.9	3.9	3.9

Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<u>Infrastructure Review</u>					
<i>Objective: to process in a timely manner all submittals to assure compliance with the Road, Grading & Sediment Erosion Control, Stormwater Management & Storm Drainage, Floodplain, Water and Sewer Ordinances; Standard Specifications for Construction and Standard Detail Manuals.</i>					
# of active projects reviewed:					
Water	173	157	160	170	170
Sewer	177	186	162	180	190
Equivalent FTE per Fiscal Year	116.7	114.3	107.3	116.7	120.0

Water & Sewer

Department: Planning and Growth Management 30.07.91
Division \ Program: Resource & Infrastructure Management Fund: Enterprise
Program Administrator: Jason Groth, Chief of Resource & Infrastructure Management
www.charlescountymd.gov/pgm/rim/resource-and-infrastructure-management-rim

Expenditure Category	FY2014	FY2015	FY2016	FY2016	\$ Change	%
	Actual	Adopted	Request	Adopted	FY2015	Chg.
Personal Services	\$173,051	\$140,200	\$142,400	\$141,500	\$1,300	0.9%
Fringe Benefits	48,242	68,200	85,400	86,300	18,100	26.5%
Operating Costs	2,835	11,200	8,400	8,400	(2,800)	-25.0%
Total Expenditures	\$224,128	\$219,600	\$236,200	\$236,200	\$16,600	7.6%

Changes and Useful Information:

- **Personal Services** increase includes funding in FY2016 for Part Time consulting assistance on the implementation of the Adequate Public Facilities Ordinance Committee recommendations.
- **Operating Costs** decreased due to one time FY15 costs .

Description:

The Resource and Infrastructure Management Division of PGM is responsible for planning, coordination, and management of public infrastructure and local water resources. Infrastructure management includes public water and sewer, public transportation facilities, and public school capacity allocation for development. Resource management includes the oversight and management of water resources for potable water supply, wastewater treatment capacities, and associated planning activities.

Specific responsibilities include development review and coordination through the County's Adequate Public Facilities Ordinance; development and maintenance of the County's Geographic Information Systems (GIS) to internal and external customers; mapping and modeling of County infrastructure systems for planning and analysis; capacity management of the County's water and wastewater infrastructure through an allocation system; drafting and writing of the Solid Waste and Water and Sewer plan; reviewing Developer Rights and Responsibilities Agreements; administration of the County's petition process; and coordination with Federal, State, and local infrastructure management agencies.

Positions:

Title	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
	FTE	FTE	FTE	FTE	FTE
Chief of Resource & Infrastructure Mgmt	0.7	0.7	0.7	0.7	0.7
Resource Manager	0.5	0.5	0.3	0.3	0.3
Engineer III	0.0	0.0	0.0	1.0	1.0
Resource Analyst - GIS	0.4	0.4	0.4	0.4	0.4
Planner I - III	0.4	0.4	0.4	0.4	0.4
Administrative Associate	0.3	0.3	0.3	0.3	0.3
Part Time	0.0	0.0	0.0	0.0	0.1
Total Full Time Equivalent	2.3	2.3	2.1	3.1	3.2
Allocated to the Capital Project Fund	0.0	0.0	0.0	(1.0)	(1.0)
Net Cost to the Water & Sewer Fund	2.3	2.3	2.1	2.1	2.2

Objectives & Measurements:

	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated
<i>Objective: to provide for the orderly expansion of community and multi-use water supply and sewerage systems in a manner consistent with the applicable county comprehensive plans.</i>					
Approved Allocations	39	15	38	40	35

Water & Sewer

Department: Fiscal & Administrative Services 30.04.60
Division \ Program: Billing Fund: Enterprise
Program Administrator: Tracy Willett, Billing Manager
 Mailing Address: P.O. Box 1630, La Plata, MD 20646 (PAYMENTS ONLY)
 Physical Address: 200 Baltimore St., La Plata, MD 20646 301-645-0624 301-870-2542
www.charlescountymd.gov/fas/wsbilling/water-and-sewer-billing 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change FY2015	% Chg.
Personal Services	\$374,834	\$368,100	\$416,500	\$410,400	\$42,300	11.5%
Fringe Benefits	121,769	123,000	143,800	140,000	17,000	13.8%
Operating Costs	118,774	111,000	120,900	119,900	8,900	8.0%
Debt Service	0	1,600	5,300	5,300	3,700	231.3%
Total Expenditures	\$615,377	\$603,700	\$686,500	\$675,600	\$71,900	11.9%
Total Revenues	\$627,469	\$603,700	\$686,500	\$675,600	\$71,900	11.9%

Changes and Useful Information:

- **Personal Services** includes funding for a new Utilities Billing Specialist position approved in the FY2016 budget to due to an increase in customer growth.
- The **Operating Costs** increase is for Postage.
- The **Debt Service** budget increase is to cover interest cost for bonds for a capital improvement project.

Description:

The Billing Division is responsible for customer billing on a quarterly basis, assessing penalties on delinquent accounts, and termination of service, if so warranted. Customer service and assistance are top priorities for the division. Customer bills are created by the electronic transfer of meter readings from handheld units and laptops to a data base that is used to calculate water and sewer invoices based on water consumption.

Positions:

	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Chief of Accounting	0.3	0.3	0.3	0.3	0.3
Billing Manager	1.0	1.0	1.0	1.0	1.0
Senior Utilities Billing Specialist	1.0	1.0	1.0	1.0	1.0
Utilities Billing Specialist	4.8	4.8	5.0	5.0	6.0
Total Full Time Equivalent	7.1	7.1	7.3	7.3	8.3

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: To process invoices for water/sewer services provided each quarter and follow-up with collection efforts as needed to ensure revenue recovery.</i>					
# of invoices per year	121,578	123,434	129,034	132,905	135,563
# of regular invoices	117,546	119,214	124,394	128,125	130,687
# of finals	4,032	4,220	4,640	4,791	4,876
# of delinquent invoices per year	36,249	37,116	38,371	39,900	40,668
- % of total billed	30%	30%	30%	30%	30%
<i>Objective: To follow up on past due accounts/ improve collection efforts.</i>					
# of final notice letters	2,425	1,407	1,510	1,464	1,493
# of liens	546	512	429	521	531
# of liens released	507	599	478	672	*497

*more liens released and less will be put on.

Water & Sewer

Departments: Public Works - Utilities 30.25.60
Division \ Program: Meters Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change FY2015	% Chg.
Personal Services	\$382,139	\$375,000	\$375,000	\$384,300	\$9,300	2.5%
Fringe Benefits	126,051	123,600	133,900	135,500	11,900	9.6%
Operating Costs	102,014	81,300	81,300	81,300	0	0.0%
Debt Service	284,080	340,700	366,800	366,800	26,100	7.7%
Total Expenditures	\$894,284	\$920,600	\$957,000	\$967,900	\$47,300	5.1%
Total Revenues	\$831,761	\$920,600	\$957,000	\$967,900	\$47,300	5.1%

Changes and Useful Information:

- The **Debt Service** increase is to fund the full-year cost of the FY2015 lease.

Description:

The Meter Division is responsible for installing, repairing, replacing, and reading meters for water and sewer billing purposes. Meter readings are transferred from hand-held units to a data base that is used by the Billing Division to invoice customers quarterly based on consumption. Prompt, accurate readings and great customer service are top priorities for the Division.

Positions:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Asst Director of Public Works - Utilities	0.1	0.1	0.1	0.1	0.1
Meter Superintendent	1.0	1.0	1.0	1.0	1.0
Meter Technicians	5.0	5.0	5.0	5.0	5.0
Total Full Time Equivalent	6.1	6.1	6.1	6.1	6.1

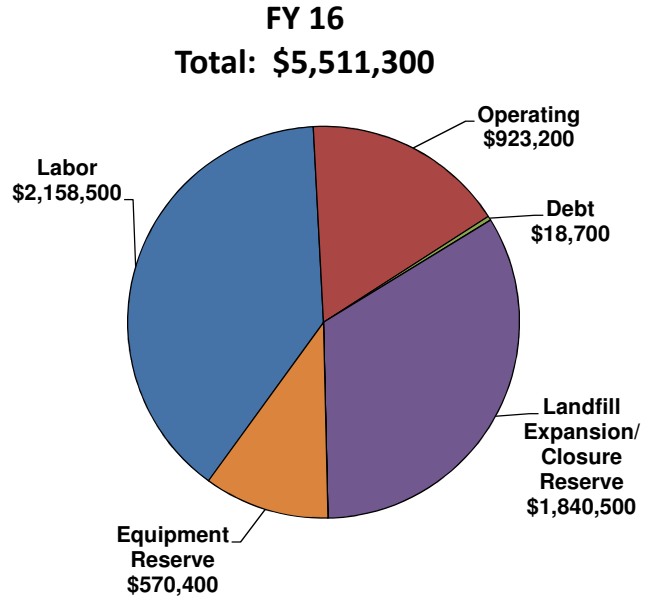
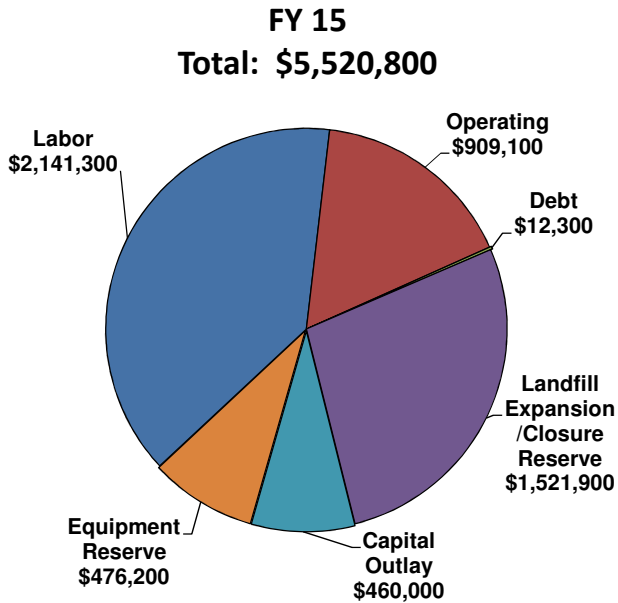
Objectives & Measurements:

	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
<i>Objective: To have a system inventory of meters less than 15 years old and to insure the accuracy and timeliness of readings.</i>					
# of meters installed					
- # of meters replaced	981	3,283	3,967	2,000	2,000
- # of new installations	511	547	572	550	550

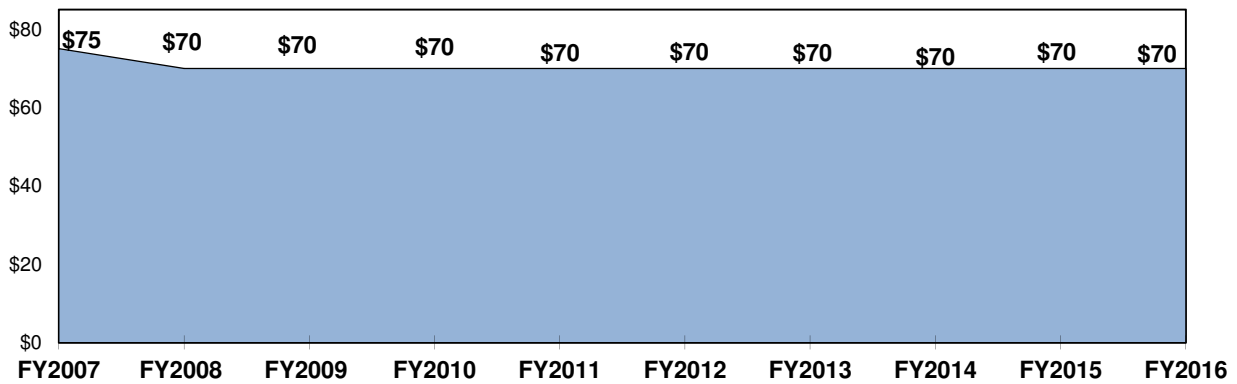
Solid Waste Fund

William A. Shreve, Director of Public Works
 Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646
 St. Charles Landfill
 Physical Address: 12305 Billingsley Rd., Waldorf, MD 20602
www.charlescountymd.gov/pw/landfill/landfill-operations

301-932-9038
 Scalehouse & Landfill 7:30 a.m.-4:00 p.m. M-SA;
 Recycling Center 7:00 a.m.-7:00 p.m. M-SA



Solid Waste Tipping Fee



Solid Waste Fees:

Solid Waste Tipping Fee		\$70.00 per ton
Flat Rate Tipping Fee:	Cars	\$10.00 per vehicle
	Pick-up Trucks	\$15.00 per truck
Tag-a-Bag		\$2.00 per bag
Shredder Residual for Commercial Generators		\$15.00 per ton
Fill Dirt for Commercial Generators		\$15.00 per ton
Contaminated Soil for Commercial Generators		\$70.00 per ton

Solid Waste

Department: Public Works - Facilities 27.05.38
Division \ Program: Landfill Fund: Enterprise
Program Administrator: Dennis Fleming, Chief of Environmental Resources

<http://www.charlescountymd.gov/pw/landfill/landfill-operations>

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$1,546,778	\$1,593,400	\$1,603,200	\$1,599,800	\$6,400	0.4%
Fringe Benefits	494,402	547,900	555,300	558,700	10,800	2.0%
Operating Costs	876,963	909,100	923,200	923,200	14,100	1.6%
Debt Service	17,460	12,300	18,700	18,700	6,400	52.0%
Landfill Expansion/Closure	1,613,200	1,521,900	1,840,500	1,840,500	318,600	20.9%
Capital Outlay	445,645	460,000	0	0	(460,000)	-100.0%
Equipment Reserve	637,400	476,200	570,400	570,400	94,200	19.8%
Total Expenditures	\$5,631,848	\$5,520,800	\$5,511,300	\$5,511,300	(\$9,500)	-0.2%

Changes and Useful Information:

- The **Operating Costs** increase includes adjusting the Equipment Repairs and Maintenance budget to current activity.
- The **Debt Service** budget includes funding for the 2014 Bond Issue.
- The **Landfill Expansion/Closure** budget funds the future development of the remaining space at the Landfill.
-The increase for FY16 corresponds with the increase in tonnage expected at the Landfill.
- The **Capital Outlay** budget for FY2015 was to replace a 2005 Track Loader.
- The **Equipment Reserve** budget is used to replace future equipment.

Description:

The Charles County Sanitary Landfill is a modern composite lined landfill opened in July 1994. Located on Billingsley Road East, it features a citizen's recycling-disposal center, a vehicle/equipment maintenance facility, and leachate collection center. The Landfill was designed to accommodate 800 lbs. of refuse per cubic yard, with a 12 year, 8 month life. Due to the higher goal of a compaction rate of at least 1,200 lbs. per cubic yard, and the use of alternative daily cover material, the landfill is currently estimated to last until 2031.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY15 FTE
Director of Public Works	0.1	0.1	0.1	0.1	0.1
Assistant Dir of Public Works - Facilities	0.2	0.2	0.2	0.2	0.2
Chief of Environmental Resources	0.8	0.8	0.8	0.8	0.8
Financial Support Manager	0.1	0.1	0.1	0.1	0.2
Landfill Superintendent	1.0	1.0	1.0	1.0	1.0
Scalemaster	1.0	1.0	1.0	1.0	1.0
Landfill Operations Supervisor	1.0	1.0	1.0	1.0	1.0
Landfill Equipment Technician	2.0	2.0	2.0	2.0	2.0
Facilities Maintenance Technician II	1.0	1.0	1.0	1.0	1.0
Management Support Specialist	0.2	0.2	0.2	0.2	0.2
Administrative Associate	1.2	1.2	1.2	1.2	1.2
Assistant Weigh Clerk	1.0	1.0	1.0	1.0	1.0
Equipment Operator II - IV	7.0	7.0	7.0	8.0	8.0
Weigh Clerk	2.0	2.0	2.0	2.0	2.0
Facilities Maintenance Technician I	1.0	1.0	1.0	1.0	1.0
Solid Waste Worker	6.5	6.5	6.5	7.5	7.5
Part Time Positions	4.8	4.8	4.8	4.8	4.8
Total Full Time Equivalent	30.9	30.9	30.9	32.9	33.0

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: To monitor revenues to determine the life expectancy of the Landfill.</i>					
Residential Tonnage	31,830	31,074	33,726	35,000	35,700
Commercial Tonnage	31,968	13,678	11,958	11,200	11,500
Bulky Tonnage	<u>26,556</u>	<u>28,443</u>	<u>29,594</u>	<u>31,620</u>	<u>32,300</u>
Total Tons	90,354	73,195	75,277	77,820	79,500
Number of Patrons	102,338	92,803	87,824	94,000	94,000
<i>Objective: To maintain high compaction density and to continue the utilization of alternative daily cover material.</i>					
Compaction Rate (lbs per cubic yard)	1,180	833	1,000	1,200	1,200

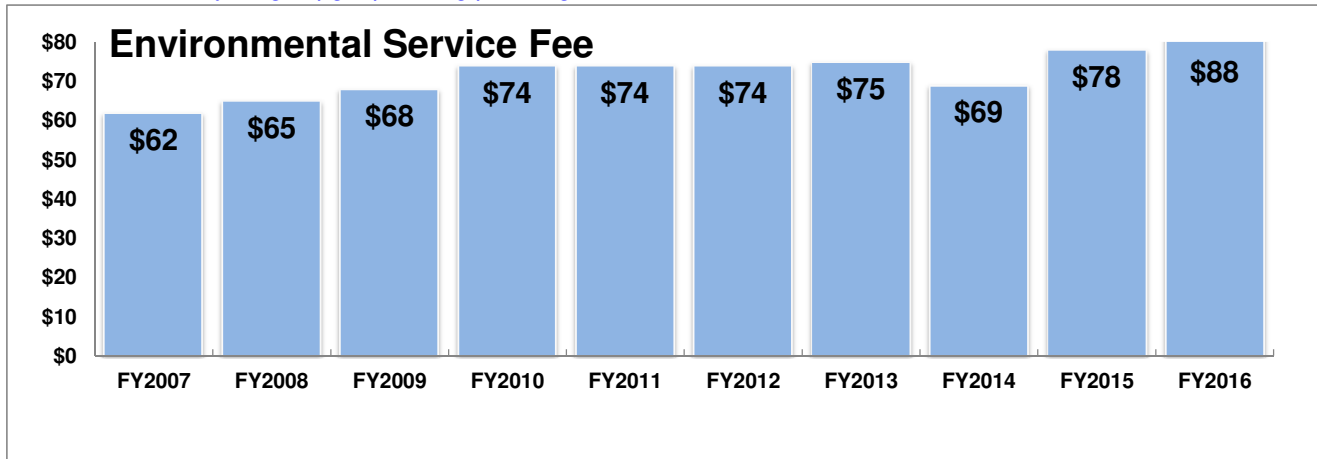
Environmental Service Fund

William A. Shreve, Director of Public Works
 Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646
 Physical Address: 10430 Audie La., La Plata, MD 20646..
www.charlescountymd.gov/pw/environmental/environmental-resources

Recycling & Litter Control
 301-932-3599 301-870-2778
 7:30 a.m.-4:00 p.m. M-F

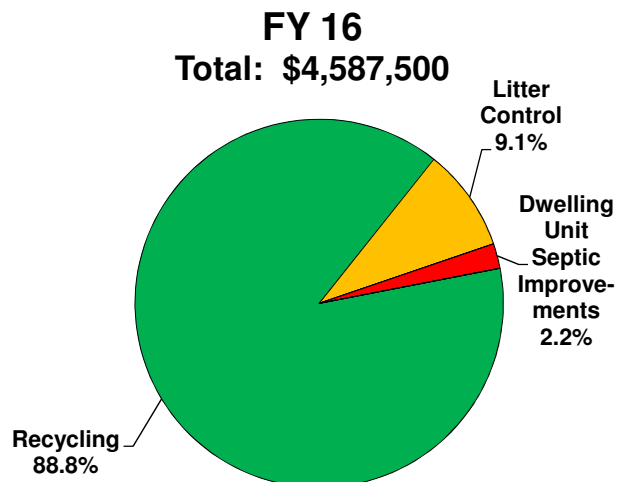
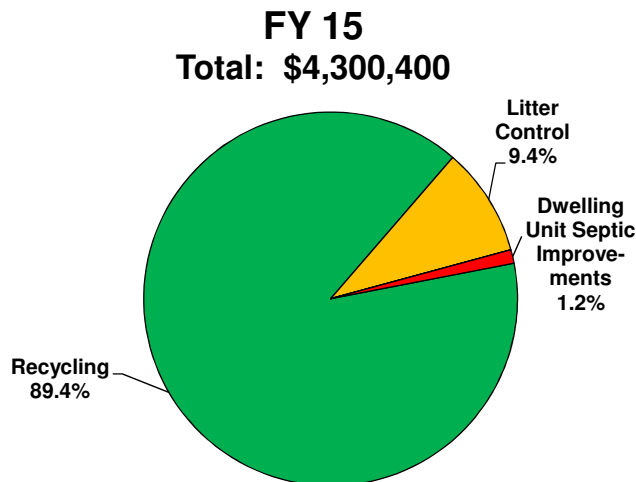
Peter Aluotto, Director of Planning & Growth Management
 Mailing Address: P.O. Box 2150, La Plata, MD 20646
 Physical Address: 200 Baltimore St., La Plata, MD 20646
www.charlescountymd.gov/pgm/planning/planning

Various Environmental Programs
 301-645-0627 301-870-3935
 8:00 a.m.-4:30 p.m. M-F



NOTE: The Environmental Service Fee (ESF) is charged annually to each improved property within the County. Improved property is land with one or more structures on it. The current revenue is used to support Recycling and Litter Control programs and to fund dwelling unit septic improvements. Prior to FY14 this revenue also supported the National Pollutant Discharge Elimination System Permit (NPDES)/Stormwater Management program.

Through the years, the County has raised the ESF fee to cover the cost of an additional Litter Crew, increase in the costs and number of homes in the recycling curbside collection program, and to cover other expenditure increases, such as stormwater management. The FY14 fee was adjusted because stormwater costs were moved to a new Watershed Restoration and Protection fund to meet State Law (2012 Session - HB 987). The fee was increased for FY16 to fund the full year cost of the FY15 lease to purchase a mack roll off truck and other equipment as well as to expand the Curbside Recycling Collection Program by an additional 4,000 homes. The towns of Indian Head and La Plata each have their own recycling program exempting them from part of the fee. Their property owners pay a reduced FY16 ESF fee of \$16.



Environmental Services

Department: Public Works - Facilities 35.05
Division \ Program: Recycling & Litter Control Fund: Enterprise
Program Administrator: Dennis Fleming, Chief of Environmental Resources
www.charlescountymd.gov/pw/recycling/recycling www.charlescountymd.gov/pw/litter/litter-control

Expenditure Category	FY2014	FY2015	FY2016	FY2016	\$ Change from FY2015	% Chg.
	Actual	Adopted	Request	Adopted		
Personal Services	\$839,807	\$833,800	\$888,000	\$889,500	\$55,700	6.7%
Fringe Benefits	231,570	262,000	290,100	288,600	26,600	10.2%
Operating Costs	1,957,728	2,264,000	2,540,800	2,540,800	276,800	12.2%
Debt Service	323,117	567,200	639,600	639,600	72,400	12.8%
Capital Outlay	20,600	202,400	8,000	8,000	(194,400)	-96.0%
Equipment Reserve	121,000	121,000	121,000	121,000	0	0.0%
Total Expenditures	\$3,493,822	\$4,250,400	\$4,487,500	\$4,487,500	\$237,100	5.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase is due to a reallocation of personnel based on assigned duties. This is partially offset by a reduction in Overtime of (\$20,000) for the Yard Waste Program. Also included are funds for a new Solid Waste Worker position approved in the FY2016 budget to operate the new satellite mulching yard on Piney Church Road.
- **Operating Costs** increase is due to the following:
 - In FY2015 a Yard Waste Processing program was approved, this continues the program in FY2016.
 - Increase in the curbside collection budget to include a 4,000 home expansion and CPI adjustment.
 - Contract Services increased as a result of high electronic recycling participation and increased associated vendor fees.
 - Based on activity and to help fund the Yard Waste Processing, Vehicle Fuel and Equipment Repairs and Maintenance were decreased.
- The increase in **Debt Service** is the full year impact of the FY2015 lease and funds the FY2016 lease.
- The FY 2016 **Capital Outlay** budget is for the purchase of security cameras to allow for surveillance at the three recycling centers.
- The **Equipment Reserve** budget is to replace future equipment.

Description:

The Recycling Division provides comprehensive recycling services to the residents of Charles County and has achieved a 50% recycling rate and a 4% source reduction credit equaling a total waste diversion rate of 54%. By the end of FY16 over 45,000 households will be served by curbside collection of recyclable materials with the remaining residents being served by four permanent recycling centers located at Gilbert Run Park in Dentsville, Breeze Farm in Cobb Island, the Landfill in Waldorf, and Pisgah Park in Pisgah. There are also five unmanned used motor oil and antifreeze drop off locations.

The Division markets and transports most of the materials collected. The Recycling Division also administers: a composting facility, the Household Hazardous Waste Program, Litter Control, and the Potomac River Clean-up. The Household Hazardous Waste Program, held at the Department of Public Works - La Plata office, allows residents to properly dispose of poisons, gas, paint, and chemicals. The Litter Control Program assists in keeping County roads litter free and also helps in cleaning up illegal dump sites.

Positions:

Title	FY12	FY13	FY14	FY15	FY16
	FTE	FTE	FTE	FTE	FTE
Director of Public Works	0.1	0.1	0.1	0.1	0.1
Asst. Dir. of Public Works - Facilities	0.1	0.1	0.1	0.1	0.2
Inventory & Fleet Mgmt Op. Manager	0.0	0.0	0.0	0.0	0.1
Financial Support Manager	0.1	0.1	0.1	0.1	0.2
Recycling/Litter Control Superintendent	1.0	1.0	1.0	1.0	1.0
Recycling Manager	1.0	1.0	1.0	1.0	1.0
Recycling Supervisor	1.0	1.0	1.0	1.0	1.0
Inventory Control Specialist	0.0	0.0	0.0	0.0	0.1
Management Support Specialist	0.1	0.1	0.1	0.1	0.2
Equipment Operator IV	2.0	2.0	2.0	2.0	2.0
Litter Control Supervisor	3.0	3.0	3.0	3.0	3.0
Administrative Associate	0.1	0.1	0.1	0.1	0.1
Inventory Control Associate	0.0	0.0	0.0	0.0	0.1
Solid Waste Worker	2.5	2.5	3.5	3.5	4.5
Part Time Positions	13.5	13.5	12.5	12.5	12.5
Total Full Time Equivalent	24.4	24.4	24.4	24.4	25.8

Environmental Services

Department: Public Works - Facilities 35.05
Division \ Program: Recycling & Litter Control Fund: Enterprise
Program Administrator: Dennis Fleming, Chief of Environmental Resources

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated

Curbside Collection

Objective: continue expansion of the curbside collection program into the growth areas.

Curbside collection tons	3,074	3,295	5,500	6,000	6,500
# of homes	33,581	35,612	38,372	41,372	45,372
% of homes in program	66.0%	71.2%	76.7%	81.1%	86.5%
tons per home	0.0915	0.0925	0.1433	0.1450	0.1444
# of complaints	453	462	1,670	1,000	1,050
# of bins distributed	3,422	2,247	0	0	0
# carts distributed	0	0	38,000	3,000	4,000

Recycling Centers

Number of Patrons:

Breeze Farm	18,669	22,686	20,981	21,000	21,500
Gilbert Run	20,560	21,882	18,014	18,500	19,000
Landfill	90,664	83,214	62,411	65,000	67,000
Pisgah	<u>54,057</u>	<u>57,064</u>	<u>54,462</u>	<u>57,000</u>	<u>60,000</u>
Total Patrons	183,950	184,846	155,868	161,500	167,500

Composting Facility

Objective: To recycle all yard waste in order to keep it out of Landfill's waste stream.

Yard Waste Tonnage	12,051	14,500	8,620	10,000	11,000
Number of Patrons	19,036	22,686	11,612	15,000	17,000
Household hazardous waste (tons)	37	43	35	36	37
Mulch given away (tons)	9,800	8,334	2,562	3,500	4,000
Compost utilized (tons)	770	850	700	750	800
Used Oil Collected (gallons)	49,720	50,000	50,500	51,500	52,000

Environmental Services

Department: Planning and Growth Management 35.07
Division \ Program: Various Environmental Programs Fund: Enterprise
Program Administrator: Peter Aluotto, Director of Planning & Growth Management

Expenditure Category	FY2014	FY2015	FY2016	FY2016	\$ Change	%
	Actual	Adopted	Request	Adopted	from FY2015	Chg.
Personal Services	(\$28,535)	\$0	\$0	\$0	\$0	N/A
Fringe Benefits	(1,997)	0	0	0	0	N/A
Operating Costs	2,895	50,000	100,000	100,000	50,000	100.0%
Total Expenditures	(\$27,637)	\$50,000	\$100,000	\$100,000	\$50,000	100.0%

Changes and Useful Information:

- Starting in FY2014 the cost related to Stormwater Management were shifted to the Watershed Protection and Restoration Fund. Starting in FY2015, the budget appropriation is for the septic pump out reimbursement program. In order to meet expected demand additional funding was approved in FY2016.

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Resource Manager	0.5	0.5	0.0	0.0	0.0
Planner III	0.5	0.8	0.0	0.0	0.0
Engineer I - IV	0.0	1.0	0.0	0.0	0.0
Office Associate I	0.0	0.3	0.0	0.0	0.0
Total Full Time Equivalent	1.0	2.5	0.0	0.0	0.0

Watershed Protection and Restoration Fund

Peter Aluotto, Director of Planning & Growth Management

Mailing Address: P.O. Box 2150, La Plata, MD 20646

301-645-0627 301-870-3935

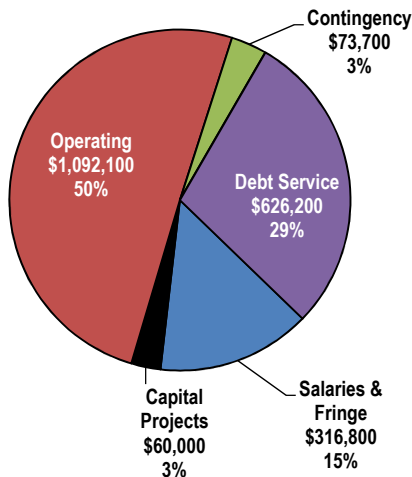
Physical Address: 200 Baltimore St., La Plata, MD 20646

8:00 a.m.-4:30 p.m. M-F

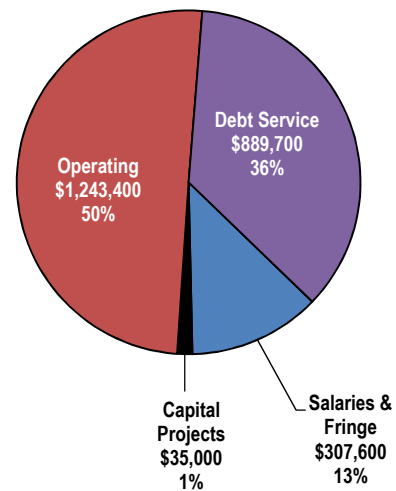
<http://www.charlescountymd.gov/pgm/planning/npdes-municipal-separate-storm-sewer-system-permit>

The County's Watershed Protection and Restoration Fund is for implementation of local stormwater management plans and practices, and stream and wetland restoration activities. The fund covers related planning, mapping, monitoring, inspections, enforcement, operations and maintenance, public education and outreach, grants to non-profits, administrative costs, and debt service payments to cover the cost of capital improvements. Revenues to the fund are generated primarily by the Stormwater Remediation Fee, which is charged annually to each improved property within the County and accounts for 73% of revenues. The Stormwater Remediation fee was set at \$43 in FY2014 and reduced to \$35 per improved property in FY2016. The fee is established annually based on the estimated cost of various programs divided by the number of improved properties. Properties within the Town of La Plata are not charged the fee, since the Town has a stormwater fee for similar purposes.

FY 15
Total: \$2,168,000



FY 16
Total: \$2,475,700



Summary of the 2014 NPDES MS4 Annual Report

In 2014, Charles County continued watershed restoration efforts to provide management of stormwater runoff from impervious area in the Development District. The Acton Lane, Fox Run and Ryon Woods restoration projects were completed, and now provide stormwater management for 19 acres of impervious surface. These projects are anticipated to improve water quality and aquatic habitat in receiving streams. Expanding the computer mapping of stormwater infrastructure continued, which will ultimately enhance the ability to manage the storm sewer system.

Watershed Protection and Restoration Fund

Department: Planning and Growth Management 50.07.19
Division \ Program: Planning Fund: Enterprise
Program Administrator: Steven Ball, Planning Director

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$105,558	\$144,100	\$144,100	\$145,600	\$1,500	1.0%
Fringe Benefits	25,580	42,600	44,700	44,900	2,300	5.4%
Operating Costs	168,056	326,500	362,300	362,300	35,800	11.0%
Operating Contingency	0	73,700	0	0	(73,700)	-100.0%
Debt Service	531,067	626,200	889,700	889,700	263,500	42.1%
Capital Projects	180,000	60,000	35,000	35,000	(25,000)	-41.7%
Total Expenditures	\$1,010,261	\$1,273,100	\$1,475,800	\$1,477,500	\$204,400	16.1%

Changes and Useful Information:

- The **Operating Costs** budget was increased due to the following reasons:
 - The consultant budget was adjusted to fund contractual obligations related to the NPDES Program.
 - Legal Fees were increased for consulting services related to NPDES permit justification.
 - The Training budget was increased to allow staff to attend NPDES and Watershed Implementation Plan (WIP) related training.
- **Debt Service** represents principal and interest payments on stormwater management bonds.
- **Capital Projects** budget is for the Cobb Island Drainage Study.

Description:

The Charles County storm sewer system is operated per its NPDES Municipal Separate Storm Sewer System permit. The permit runs for five years and requires the County to develop and implement a number of programs to monitor and control water quality. Highlights of the Planning Division work products include:

- Continuation of a long-term chemical, biological, and physical monitoring program for small watersheds; continuation of urban BMP effectiveness study; and continued support of the US Geological Survey long-term chemical monitoring station for Mattawoman Creek Watershed, a large watershed.
- Continued implementation of the Illicit Discharge Detection and Enforcement Program for the County's storm sewer system. This program provides annual inspection of major outfalls to discover potential illicit discharges into the storm sewer system and enforces violations. The County relies heavily on a public education element to prevent illicit discharges, and has also incorporated penalties for serious and repeat violations.

Positions:

<u>Title</u>	<u>FY14 FTE</u>	<u>FY15 FTE</u>	<u>FY16 FTE</u>
Planner IV	0.0	0.3	0.3
Planner I-III	1.8	1.8	1.8
Total Full Time Equivalent	1.8	2.1	2.1

Objectives & Measurements:

	FY14 Actual	FY15 Projected	FY16 Estimated
<i><u>Objective: to maintain compliance with the County's Municipal National Pollutant Discharge Elimination System (NPDES) stormwater permit's, Assessments of Controls and Special Programmatic tasks, coordinate NPDES stormwater permit requirements between departments and divisions, and manage program requirements.</u></i>			
# of active projects	12	12	12
Projects per FTE	6.80	6.80	6.80
a) Illicit Discharge Detection and Elimination Inspection & Upland Visual Surveys	100 outfalls	100 outfalls	100 outfalls
b) Property Maintenance & Management Inspection - # of sites	4	4	4
c) Watershed Assessment/Total Maximum Daily Load Planning - # of assessments/plans	1	1	1
d) Small Watershed Water Quality Monitoring (Chemical, Biological, Geomorphic, Best Management Practice Assess) - # of samples/surveys	12	12	12
e) Large Watershed Water Quality Monitoring (Chemicals) - # of samples	20	20	20
f) Public Outreach and Education Program - # of events	2	2	2
g) WPRP Appeal, Credit, and Hardship Processing			
Property owners receiving a 50% Credit.	69	190	100
Property owners receiving a 100% Exemption.	5	20	10

Watershed Protection and Restoration Fund

Department: Planning and Growth Management 50.07.31
Division \ Program: Codes, Permits & Inspection Services\ Inspections & Enforcement Fund: Enterprise

Program Administrator: Frank Ward, Chief of Codes, Permits, and Inspection Services

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$47,593	\$87,500	\$166,500	\$166,500	\$79,000	90.3%
Total Expenditures	\$47,593	\$87,500	\$166,500	\$166,500	\$79,000	90.3%

Changes and Useful Information:

- **Operating Costs** increase is to cover additional demands on Contractual staff for stormwater maintenance inspections, illicit discharge inspections, watershed implementation program and new systems coming into maintenance.

Description:

The Inspection and Enforcement Section of the Codes, Permits and Inspection Services Division is responsible for the triennial inspection of existing stormwater management devices owned by private property owners, homeowners associations, and Charles County for compliance with performance specifications, legal agreements & Maryland law. Inspection staff provides reports to owners of the stormwater management devices and ensures proper repairs are implemented in a timely manner. Inspections occur after developer's have completed projects inspected by staff of the Inspection & Enforcement fund.

Objectives & Measurements:

	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: Stormwater Maintenance laws mandates that the County inspect all private and private stormwater management structures in three year intervals to ensure their proper use.</i>			
Stormwater management maintenance inspections	1,777	1,800	1,900

Department: Planning and Growth Management 50.07.61
Division \ Program: Codes, Permits & Inspection Services\Codes & Permits Fund: Enterprise
Program Administrator: Frank Ward, Chief of Codes, Permits, and Inspection Services

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$41,621	\$37,500	\$37,500	\$34,700	(\$2,800)	-7.5%
Fringe Benefits	13,882	12,000	14,300	14,500	2,500	20.8%
Operating Costs	0	10,600	5,600	5,600	(5,000)	-47.2%
Total Expenditures	\$55,502	\$60,100	\$57,400	\$54,800	(\$5,300)	-8.8%

Changes and Useful Information:

- The **Operating Costs** budget was reduced to reflect current spending patterns.

Description:

The Codes and Permits Section of the Codes, Permits & Inspection Services Division includes engineering staff involved in review of stormwater management issues. While much of this work is undertaken as part of a permit review function, some of the engineering analysis is done after construction is completed & as part of the required triennial inspection process. Proposed work includes engineering services, modifications to the Stormwater Management Ordinance to address Green Code and related issues and employee education.

Positions:

	FY14 FTE	FY15 FTE	FY16 FTE
Title			
Engineer I - IV	0.5	0.5	0.5
Total Full Time Equivalent	0.5	0.5	0.5

Watershed Protection and Restoration Fund

Department: Planning and Growth Management 50.07.91
Division \ Program: Resource & Infrastructure Management Fund: Enterprise
Program Administrator: Jason Groth, Chief of Resource & Infrastructure Management

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$182,860	\$185,000	\$185,000	\$185,000	\$0	0.0%
Total Expenditures	\$182,860	\$185,000	\$185,000	\$185,000	\$0	0.0%

Changes and Useful Information:

- **Operating Costs** represent the cost of mapping Best Management Practice facilities, existing Impervious Surfaces, and Forest Conservation easements.

Description:

The Charles County storm sewer system is operated per its National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System permit. The permit runs for five years and requires the County to develop and implement a number of programs to monitor and control water quality. The Resource and Infrastructure Management Division work includes continuous updating of the digital mapping of the County's storm sewer system in the County's Geographic Information System.

Objectives & Measurements:

	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: to maintain compliance with the County's Municipal National Pollutant Discharge Elimination System (NPDES) stormwater permit's, Source Identification task.</i>			
# of active projects	2	2	2
a) NPDES Stormwater GIS Infrastructure Mapping	500 plans	500 plans	500 plans
b) Topography update	0.5 county	0.5 county	0.5 county

Department: Public Works 50.05.06
Division \ Program: Facilities - Administration Fund: Enterprise
Program Administrator: Bill Shreve, Director of Public Works
 Dennis Fleming, Chief of Environmental Resources

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$0	\$59,800	\$51,200	\$51,900	(\$7,900)	-13.2%
Fringe Benefits	0	20,800	15,800	16,000	(4,800)	-23.1%
Operating Costs	22,310	145,000	240,000	109,500	(35,500)	-24.5%
Total Expenditures	\$22,310	\$225,600	\$307,000	\$177,400	(\$48,200)	-21.4%

Changes and Useful Information:

- **Operating Costs** were adjusted to reflect current spending patterns.

Description:

Federal & State agencies mandate that County owned facilities comply with the NPDES stormwater permit. The Department of Public Works is responsible for preparing stormwater pollution prevention plans for its facilities, and conducts regular site inspections and trains staff on implementing procedures for reducing stormwater pollutant discharge to the waterways.

Positions:

	FY14 FTE	FY15 FTE	FY16 FTE
Title Environmental Compliance Officer	1.0	1.0	1.0
Total Full Time Equivalent	1.0	1.0	1.0

Watershed Protection and Restoration Fund

Department: Public Works 50.05.53
Division \ Program: Road Maintenance Fund: Enterprise
Program Administrator: Steve Staples, Chief of Roads

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$270,128	\$337,500	\$339,500	\$339,500	\$2,000	0.6%
Total Expenditures	\$270,128	\$337,500	\$339,500	\$339,500	\$2,000	0.6%

Changes and Useful Information:

- **Operating Costs** represent contract services for street sweeping, stormwater maintenance, storm drain, inlet cleaning, inlet inspection and scheduling, and deicing pollution prevention.
- The budget increase over FY2015 represents the cost to provide yearly maintenance on the Meadowlands Subdivision Stormwater Management ponds which is 100% funded by the subdivision residents.

Description:

Contract services needed to initiate a program that will monitor and control storm water quality as part of the NPDES.

Objectives & Measurements:

	FY14 Actual	FY15 Projected	FY16 Estimated
<i>Objective: To reduce pollution in the Chesapeake Bay Watershed.</i>			
Number of storm water basins/inlets inspected	2,120	1,000	2,000
Number of storm water basins/inlets cleaned	149	150	150
Number of storm water basins/inlets repaired	80	50	70
Tons of trash/debris removed from basins/inlets	124.9	80	140
Number of storm water management ponds cleaned/repared	12	20	20
Tons of trash/debris removed by street sweeping	162.9	100	180

Department: County Attorney 50.16
Division \ Program: County Attorney Fund: Enterprise
Program Administrator: Elizabeth D. Theobalds, Esq., Acting County Attorney

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Operating Costs	\$0	\$0	\$75,000	\$75,000	\$75,000	NEW
Total Expenditures	\$0	\$0	\$75,000	\$75,000	\$75,000	NEW

Changes and Useful Information:

- **Operating Costs** represents the estimated FY 2016 cost to appeal the new NPDES permit.

Description:

Legal Fees related to appealing the new NPDES permit.

Inspection and Review Fund

Peter Aluotto, Director of Planning & Growth Management

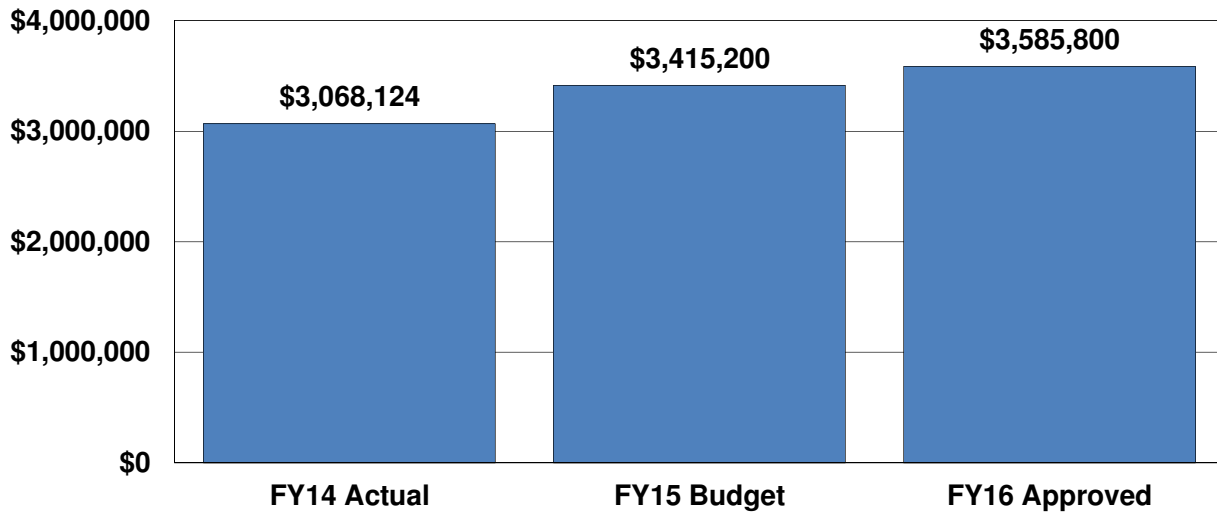
301-645-0627 301-870-3935

Mailing Address: P.O. Box 2150, La Plata, MD 20646

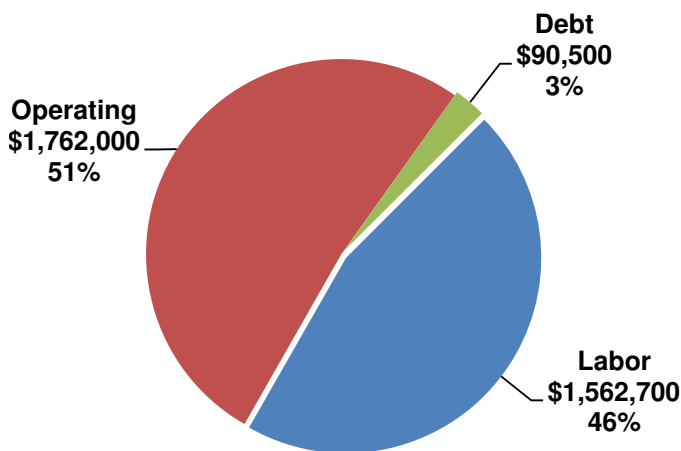
8:00 a.m.-4:30 p.m. M-F

Physical Address: 200 Baltimore St., La Plata, MD 20646

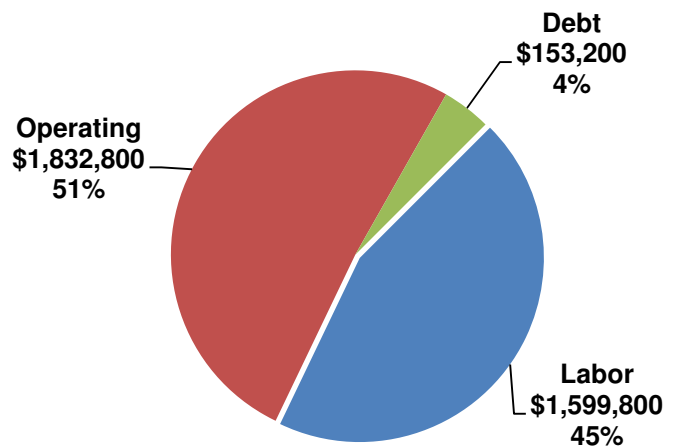
www.charlescountymd.gov/pgm/cpis/codes-permits-inspection-services



FY15
Total: \$3,415,200



FY16
Total: \$3,585,800



In-house staff and contract personnel make up the majority of costs. By utilizing contract personnel, the County is able to react to changes in the market.

Inspections & Review

Department: Planning and Growth Management **Account:** 07.07.31
Division\Program: Codes, Permits & Inspection Svcs\Inspections & Enforcement **Fund:** Enterprise
Program Administrator: Frank Ward, Chief of Codes, Permits & Inspection Services
www.charlescountymd.gov/pgm/cpis/inspections

Expenditure Category	FY2014 Actual	FY2015 Budget	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Personal Services	\$977,006	\$975,500	\$995,300	\$992,200	\$16,700	2.0%
Fringe Benefits	325,462	353,400	364,900	365,200	11,800	3.3%
Operating Costs	1,014,957	1,177,300	1,208,500	1,208,500	31,200	2.7%
Debt Service	29,539	18,900	18,900	18,900	0	0.0%
Operating Contingency	0	93,700	71,600	71,600	(22,100)	-23.6%
Total Expenditures	\$2,346,964	\$2,618,800	\$2,659,200	\$2,656,400	\$37,600	1.5%
Revenues	\$3,021,357	\$2,889,600	\$2,889,600	\$2,889,600	\$0	0.0%
Surplus/(Deficit)	\$674,393	\$270,800	\$230,400	\$233,200	(\$37,600)	-14.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes an approved Part Time II Office Associate for FY2016.
- The **Operating Costs** budget increase is due to the following:
 - An increase in Contract Services due to an anticipated increase in inspections, along with increases in the Insurance and Indirect Cost accounts.
 - These increases are being offset by decreases in the W&S Contract Services, Telephone, Safety Supplies, Office Supplies, and Training accounts based on current activity.
- **Operating Contingency** is to cover unanticipated revenue shortfalls or expenditure overruns.
- **Revenues** are increasing based on anticipated FY2016 activity.

Description:

The major goals of the Inspection and Enforcement Division is to enforce all the provisions of zoning ordinance and the ICC Building Code and act on any question relative to the mode or manner of construction and materials to be used in the erection, addition to, alteration, repair, removal, demolition, installation of service equipment, and the location, use, and maintenance of all buildings and structures built throughout Charles County except in the Towns of La Plata and Indian Head, which have their own inspection to receive applications, review the submittal, issue permits for the erection and alteration of buildings and structures and inspect the construction to ensure a high quality of construction and safe construction practices.

Inspection & Enforcement also administers, inspects, & enforces the Zoning regulations & Forest Conservation of Charles County. This includes the Homeowners Association Dispute Resolution Board, the Nuisance Board, and investigating various citizen's complaints. Furthermore, Inspections & Enforcement provides inspection services for all subdivisions, building permits, capital improvements, for grading qualitative/quantitative storm water management, road, storm drainage, & water/sewer construction to insure compliance with County ordinance standards.

Inspections & Review

Department: Planning and Growth Management **Account:** 07.07.31
Division\Program: Codes, Permits & Inspection Svcs\Inspections & Enforcement **Fund:** Enterprise
Program Administrator: Frank Ward, Chief of Codes, Permits & Inspection Services

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Chief of Codes, Permits, Inspections	0.5	0.5	0.5	0.5	0.5
Inspection & Enforce Manager	0.8	0.8	0.8	0.8	0.8
Engineer IV	0.2	0.2	0.2	0.2	0.2
Engineer I-III	1.9	0.6	1.2	1.2	1.2
Inspections Superintendent	1.0	1.0	1.0	1.0	1.0
Planner III	0.2	0.0	0.0	0.0	0.0
Permits Processing Supervisor	0.4	0.4	0.4	0.4	0.4
Construction Inspection Supervisor	2.0	2.0	2.0	2.0	2.0
Building Code Official	1.0	1.0	1.0	1.0	1.0
Code Inspection & Enforcement Officer	1.0	1.0	1.0	1.0	1.0
Right-of-Way Agent I-II	0.5	0.5	0.5	0.5	0.5
Construction Inspectors	2.0	2.0	2.0	2.0	2.0
Dev & Bond Specialist	0.5	0.5	0.5	0.5	0.5
Project Administrative Specialist	0.5	0.5	0.5	0.5	0.5
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Permits Specialist	0.5	0.5	0.5	0.5	0.5
Office Associate I - III	2.9	1.8	2.3	2.3	2.3
Part Time	0.2	0.2	0.2	0.2	0.8
Total Full Time Equivalent	17.0	14.4	15.5	15.5	16.1

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated

Permits

Objective: privatized contract, for inspections complying with various local, state and federal laws.

Total all inspections	19,178	24,479	24,090	27,000	30,000
# of building inspections	9,282	12,579	11,624	13,000	15,500
# of plumbing inspections (PGM & WS)	4,026	5,079	5339	5,600	5,800
# of electrical inspections	4,259	4,919	5090	5,500	5,600
# of mechanical inspections	1,611	1,749	2037	2,900	3,100
Request for assistance code enforcement/interpretation					
Initiated	490	468	486	750	800
Completed	630	434	484	850	900
Outstanding	750	785	787	630	530

Infrastructure Permit Inspections (accomplished in the Inspection Fund)

Objective: to process in a timely manner all submittals to assure compliance with the Road, Grading and Sediment Control, Stormwater Management & Storm Drainage, Floodplain, Water and Sewer Ordinances; Standard Specifications for Construction and Standard Detail Manuals.

of active projects inspected -

Roads	249	200	189	215	200
Water	173	157	160	170	170
Sewer	177	186	162	180	190
Stormdrain/Stormwater Mgt.	278	264	227	290	270
Grading	297	300	263	320	300
Sediment and Erosion Control	278	273	269	295	275
Dedications	79	104	106	80	90

Inspections & Review

Department: Planning and Growth Management **Account:** 07.07.61
Division\Program: Codes, Permits & Inspection Services\Codes and Permits **Fund:** Enterprise
Program Administrator: Frank Ward, Chief of Codes, Permits & Inspection Services
www.charlescountymd.gov/pgm/cpis/permits

Expenditure Category	FY2014 Actual	FY2015 Budget	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Personal Services	\$158,874	\$162,100	\$162,100	\$164,600	\$2,500	0.0%
Fringe Benefits	59,042	55,900	61,700	62,000	6,100	10.4%
Operating Costs	372,545	421,200	439,700	439,700	18,500	4.4%
Debt Service	5,084	7,900	7,900	7,900	0	0.0%
Total Expenditures	\$595,545	\$647,100	\$671,400	\$674,200	\$27,100	3.8%
Revenues	\$495,139	\$441,000	\$441,000	\$441,000	\$0	0.0%
Surplus/(Deficit)	(\$100,406)	(\$206,100)	(\$230,400)	(\$233,200)	(\$27,100)	11.8%

Changes and Useful Information:

- **Operating Costs** are increasing to reflect current activity.

Description:

The policies of Codes & Permits provides for adequate stormwater management, stormwater conveyance facilities, water & sewer facilities, roads & grading & sediment control, through the development & implementation of ordinances standard specifications for construction, standard details, and execution of plan review. The services performed by this division include: providing plan review for all subdivisions building permits, capital water/sewer improvements for grading qualitative/quantitative stormwater management roads, storm drainage, & construction to insure compliance with County ordinance standards; grading & drainage plan reviews of the site plans for building permits & responding to citizen's drainage concerns; providing plan reviews for private water & sewer projects as well as technical assistance for private water systems and review designs for new county water and sewer projects.

Codes & Permits also provides the following services: the staff receives, reviews, and issues all building, plumbing, gas, & electrical applications for all kinds of new and remodeled constructions, both residential and commercial, for compliance with state & county codes; issues permits for utility services, & continues to provide for a more efficient permitting process through specialized procedures to streamline more typical projects such as garages, sheds, pool, interior alterations, wood stoves, barns, etc.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Chief of Codes, Permits, Inspections	0.1	0.1	0.1	0.1	0.1
Engineer I - III	1.8	1.8	1.8	1.8	1.8
Permits Processing Supervisor	0.1	0.1	0.1	0.1	0.1
Office Associate III	0.1	0.1	0.1	0.1	0.1
Total Full Time	2.1	2.1	2.1	2.1	2.1

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
Infrastructure- <i>Objective: to process in a timely manner all submittals to assure compliance with the Road, Grading, Stormwater Management, Flood plain, Water and Sewer Ordinances; Standard Specifications for Construction and Standard Detail Manuals.</i>					
Development Services Applications	134	156	112	170	108
Development Services permits issued	100	137	123	151	116
Building Permit Plan Review- <i>Objective: privatized contract, for plan review complying with various local, state and federal laws.</i>					
Building permit plan review residential	1,655	1,641	1,906	1,700	2,000
Building permit plan review commercial	235	328	262	350	250

Inspections & Review

Department: Planning and Growth Management **Account:** 07.07.19
Division\Program: Site Design and Architectural Review (SDAR) **Fund:** Enterprise
Program Administrator: Steven Ball, Director of Planning
www.charlescountymd.gov/pgm/general/pgm-publications

Expenditure Category	FY2014 Actual	FY2015 Budget	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Personal Services	\$32,245	\$15,800	\$15,800	\$15,800	\$0	0.0%
Operating Costs	0	0	50,000	50,000	50,000	N/A
Operating Contingency	0	27,400	14,200	14,200	(13,200)	-48.2%
Total Expenditures	\$32,705	\$43,200	\$80,000	\$80,000	\$36,800	85.2%
Total Revenues	\$32,845	\$35,800	\$30,000	\$80,000	\$44,200	-16.2%
Surplus/(Deficit)	\$140	(\$7,400)	(\$50,000)	\$0	\$7,400	575.7%

Changes and Useful Information:

- **Operating Costs** are increasing due to funding a Contract Archeologist.
- **Operating Contingency** is to cover unanticipated revenue shortfalls or expenditure overruns.
- **Revenues** are increasing based on anticipated FY2016 activity along with new fees and charges.

Description:

Site Design and Architectural Review

Established by the Commissioners in 2004, these accounts may be used for independent design professional services for review of developer design code. The design code was a requirement for the approval of a mixed residential cluster development but now will apply only to floating zones as mixed residential clusters are no longer permitted. The applicant pays the County for the service.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Planner I - III	0.2	0.2	0.2	0.2	0.2
Total Full Time	0.2	0.2	0.2	0.2	0.2

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
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Site Design and Architectural Review

Objective: to effectively implement the Architectural and Site Design Guidelines and Standards.

# of Site Plans Submitted	41	39	34	40	40
# of Design Codes Submitted	5	4	4	5	5
# of Building Permits Reviewed	271	265	275	300	300
# of Architectural Plans Reviewed	34	30	31	40	35

Inspections & Review

Department: Planning and Growth Management **Account:** 07.07.91.155
Division\Program: Resource and Infrastructure Management **Fund:** Enterprise
Program Administrator: Jason Groth, Chief of Resource and Infrastructure Management
www.charlescountymd.gov/pgm/rim/resource-and-infrastructure-management-rim

Expenditure Category	FY2014 Actual	FY2015 Budget	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Operating Costs	\$92,515	\$42,400	\$48,800	\$48,800	\$6,400	15.1%
Total Expenditures	\$92,910	\$42,400	\$48,800	\$48,800	\$6,400	15.1%
Total Revenues	\$49,412	\$48,800	\$48,800	\$48,800	\$0	0.0%
Surplus/(Deficit)	(\$43,498)	\$6,400	\$0	\$0	(\$6,400)	N/A

Changes and Useful Information:

- **Operating Costs** represents indirect costs associated with staff time for reviewing DRRAs.
- **Revenues** generated from DRRA application fees.

Description

The Resource and Infrastructure Management Division of PGM is responsible for planning, coordination, and management of public infrastructure and local water resources. Infrastructure management includes public water and sewer, public transportation facilities, and public school capacity allocation for development. Resource management includes the oversight and management of water resources for potable water supply, wastewater treatment capacities, and associated planning activities.

Specific responsibilities include development review and coordination through the County's Adequate Public Facilities Ordinance, development and maintenance of the County's Geographic Information Systems (GIS) to internal and external customers, mapping and modeling of County infrastructure systems for planning and analysis, capacity management of the County's water and wastewater infrastructure through an allocation system, and coordination with Federal, State, and local infrastructure management agencies

Development Rights and Responsibilities Agreement (DRRA)

A DRRA is a voluntary agreement or proffer submitted by a landowner or developer to more clearly establish and formalize the requirements that must be satisfied for the development of land in Charles County.

A DRRA may specify the manner through which a requirement of the Code of Charles County will be satisfied, but it cannot be used to circumvent, nullify, contradict, or otherwise relieve an applicant from compliance with a requirement of the Code of Charles County or any other applicable requirement of State or Federal law.

As it applies to the Board of Education, a DRRA can be used to proffer a payment to offset or mitigate the State's share of the cost for school construction to serve the proposed development. Through this proffer of payment, the County can forward-fund the entire construction cost for a school that has been added to the County's Capital Improvement Program.

Objectives & Measurements:

	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Projected	FY16 Estimated
<u>Development Rights and Responsibilities Agreements (DRRA)</u>					
<i><u>Objective: to provide an additional technique for land development and adequate public facilities mitigation w/the Comprehensive Plan as authorized by the Annotated Code of MD. The main purpose is to enhance development flexibility, innovation and quality while ensuring protection of the public interest, health, safety & welfare.</u></i>					
# of Reviews	10	12	11	14	12

Inspections & Review

Department: Planning and Growth Management **Account:** 07.18
Division\Program: Technology Fee **Fund:** Enterprise
Program Administrator: Peter Aluotto, Director of Planning Growth Management

Expenditure Category	FY2014 Actual	FY2015 Budget	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Debt Service	\$0	\$63,700	\$126,400	\$126,400	\$62,700	98.4%
Total Expenditures	\$0	\$63,700	\$126,400	\$126,400	\$62,700	98.4%
Total Revenues	\$0	\$0	\$126,400	\$126,400	\$126,400	N/A
Surplus/(Deficit)	\$0	(\$63,700)	\$0	\$0	\$63,700	N/A

Changes and Useful Information:

- **Debt Service** is increasing due to the full year impact of the FY2015 Lease which replaced the computer system associate with land use, subdivision, code enforcement, and permit activities.
- **Revenues** represent fees associated with the technology upgrade.

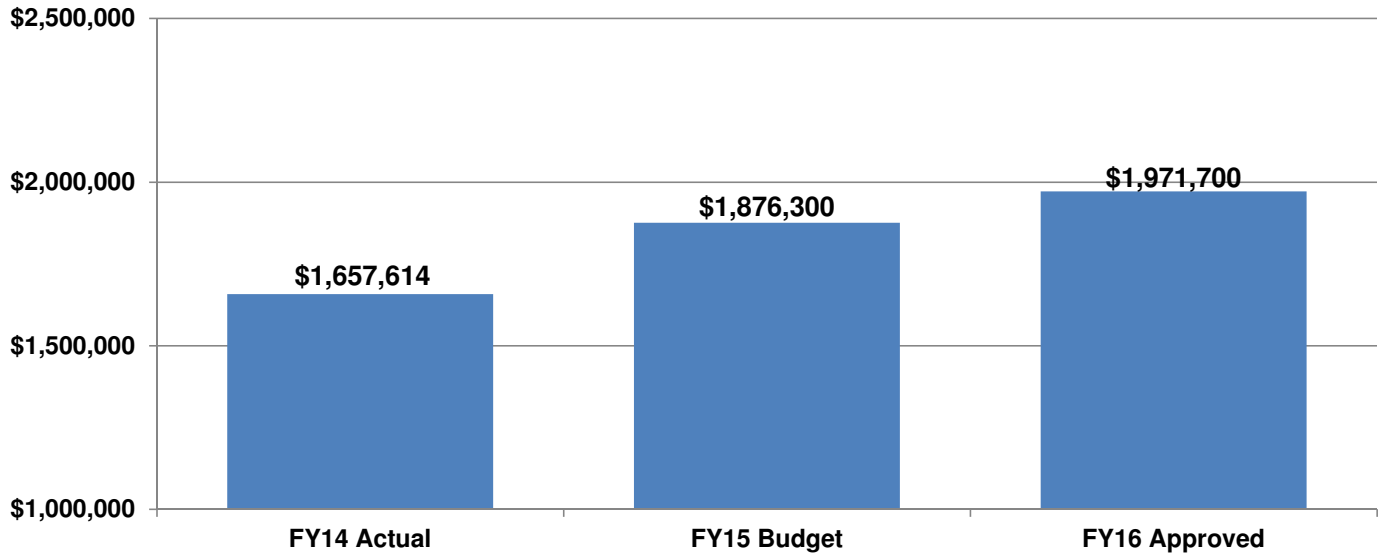
Description

This department is used to account for the annual Inspection Fund capital lease agreement associated with the Technology Upgrade.

Recreation Fund

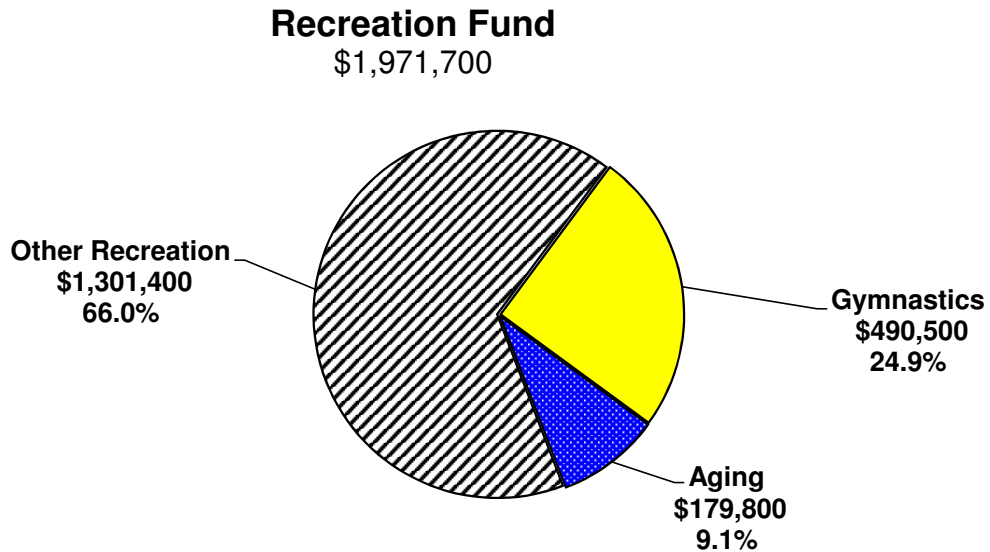
Eileen B. Minnick, Director of Community Services
Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
www.charlescountymd.gov/cs/recreation/recreation

Recreation Programs
301-934-9305 301-870-3388
8:00 a.m.-4:30 p.m. M-F



PROGRAM HIGHLIGHTS:

- The number of indoor sports league participants for FY16 is estimated to be 4,000 participants.
- The number of scheduled indoor youth games for FY16 is estimated to be 1,000.



Recreation

Department:	Community Services	Account:	24.06.40
Division/Program:	Recreation	Fund:	Enterprise
Program Administrator:	Sam Drury, Chief of Recreation		
	www.charlescountyparks.com		

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg.
Personal Services	\$726,933	\$814,400	\$889,000	\$888,400	\$74,000	9.1%
Fringe Benefits	119,884	140,200	156,700	157,300	17,100	12.2%
Operating Costs	519,237	566,200	566,900	566,900	700	0.1%
Debt Service	152,913	150,700	151,300	151,300	600	0.4%
Capital Outlay	5,121	0	9,500	9,500	9,500	N/A
Equipment Reserve	7,500	7,500	0	0	(7,500)	N/A
Total Expenditures	\$1,531,588	\$1,679,000	\$1,773,400	\$1,773,400	\$94,400	5.6%
Revenues	\$1,431,029	\$1,687,900	\$1,773,400	\$1,773,400	\$85,500	5.1%

Changes and Useful Information:

- **Personal Services and Fringe Benefits** includes the full year impact of the Donald M. Wade Aquatic Center. Part Time help is utilized to assist with this operation. Other Recreation programs part time help was realigned to support the anticipated increase in program activity.
- **Capital Outlay** is increasing to purchase security cameras for the Gymnastics Center.
- **Equipment Reserve** has been removed in FY2016 in order to fund the security camera purchase.

Description

The Recreation Division offers a variety of structured and non-structured sports leagues and activities for persons of all ages. All programs are self-supporting, with youth leagues being supplemented by the County for officials and part-time facility supervision.

- Sports programs include: Youth Basketball, Youth Indoor Soccer, Youth Volleyball, Adult Volleyball, and Adult Basketball League.
- Trips and tours are offered for registrants to have the opportunity to participate in variety of experiences.
- Three Indoor Pools are operated year round at Lackey High School, North Point High School, and the Donald M. Wade Aquatic Center at St. Charles High School. Three Outdoor Pools are operated seasonally at La Plata, McDonough, and Thomas Stone High Schools. In addition to daily admission, the pools offer swim lessons, water aerobics, water safety, birthday parties, private rentals, and a variety of other programs and special events.
- Camp CO-OP is an exciting day camp for special education students between the ages of 5 & 21 with moderate to severe disabilities.
- Therapeutic programs are, for the most part, operated under the auspices of the county Special Olympics Program.
- Discount tickets for amusement parks are offered April through October each year. The ticket prices offer a 10-15 percent discount from the regular gate prices.
- The Elite Gymnastics & Recreation Center provides traditional gymnastics and dance classes for beginner to advanced levels for all ages. Pre-competitive and competitive teams are offered under the guidance of the USA Gymnastics Jr. Olympic Program. Additionally, competitive cheerleading and martial arts are available at Elite.
- Community Centers are facilities that offer a variety of programs, services, activities and recreational opportunities to persons of all ages. More than merely a building, community centers are focal points in each geographic area of Charles County and generate a sense of community through interaction and programming. In addition to traditional recreation programs, the Centers offer less structured programs geared toward developing community cohesion and providing supportive services. Community Centers programs include: Class programs, Middle School After School program, Drop In programs, Summer Camps, Fitness classes and Special Events.

Positions:

<u>Title</u>	<u>FY12</u> <u>FTE</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>
Recreation Program Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Center Coordinator	1.0	1.0	1.0	1.0	1.0
Administrative Associate	0.0	0.0	0.3	0.3	0.3
Assistant Recreation Specialist	0.8	0.8	0.8	0.8	0.8
Part Time Positions	25.2	25.5	25.5	27.2	28.9
Total Full Time Equivalent	28.0	28.3	28.6	30.3	32.0

Objectives & Measurements:

See General Fund- Community Services: Recreation for a listing of all Objectives & Measurements regardless of funding source.

Recreation

Department: Community Services **Account:** 24.06.21.11
Division/Program: Aging & Senior Programs - Nanjemoy Community Center **Fund:** Enterprise
Program Administrator: Dina Barclay, Chief of Aging
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Personal Services	\$3,537	\$12,900	\$12,900	\$12,900	\$0	0.0%
Fringe Benefits	388	1,400	1,500	1,500	100	7.1%
Operating Costs	8,099	8,500	8,500	8,500	0	0.0%
Total Expenditures	\$12,024	\$22,800	\$22,900	\$22,900	\$100	0.4%
Revenues	\$18,835	\$17,000	\$18,500	\$18,500	\$1,500	8.8%

Description

Nanjemoy Community Center is a multiservice center offering programs and services for the residents of southwestern Charles County. As a satellite facility, it offers outreach and counseling for benefits. Program opportunities for youth and adults, special community events, and a health clinic are among the programs offered. All programs and classes are self-supporting.

<u>Positions:</u>	<u>FY12</u> <u>FTE</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>
Part Time Positions	0.3	0.3	0.3	0.3	0.3
Total Full Time Equivalent	0.3	0.3	0.3	0.3	0.3

Department: Community Services **Account:** 24.06.21
Division/Program: Aging & Senior Programs - Senior Services **Fund:** Enterprise
Program Administrator: Dina Barclay, Chief of Aging
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Personal Services	\$34,000	\$60,900	\$68,000	\$68,000	\$7,100	11.7%
Fringe Benefits	3,450	6,200	8,300	8,300	2,100	33.9%
Operating Costs	76,551	81,900	81,400	81,400	(500)	-0.6%
Operating Contingency	0	25,500	17,700	17,700	(7,800)	-30.6%
Total Expenditures	\$114,001	\$174,500	\$175,400	\$175,400	\$900	0.5%
Revenues	\$144,334	\$180,300	\$179,800	\$179,800	(\$500)	-0.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** are increasing due to an increase in hours for the Center Coordinator at Indian Head Senior Center.
- **Operating Costs** are being increased in General Supplies, but decreased in Food/Meals and Contract Services resulting in a net decrease.

Description:

Program fees and donations support education, recreational, and social activities for Senior Citizens.

<u>Positions:</u>	<u>FY12</u> <u>FTE</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>
Allocation from General Fund	0.5	0.0	0.0	0.0	0.0
Senior Center Coordinator	0.0	0.0	0.0	0.1	0.1
Part Time Positions	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	3.7	3.2	3.2	3.3	3.3

Objectives & Measurements:

See General Fund- Community Services: Community Centers for a listing of all Objectives & Measurements regardless of funding source.

Tourism Stadium Concert

Department: Administrative Services **Account:** 28
Division/Program: Tourism **Fund:** Enterprise
Program Administrator: Tim Morgan, Chief of Tourism & Special Events
www.charlescountymd.gov/coadmin/tourism/tourism-office

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Operating Costs	0	73,200	73,200	73,200	0	0.0%
Total Expenditures	\$0	\$73,200	\$73,200	\$73,200	\$0	0.0%
Revenues	\$0	\$73,200	\$73,200	\$73,200	\$0	0.0%

Description:

The Charles County Government Office of Tourism will research with the Regency Furniture Stadium the feasibility of creating a sustainable Premier Stadium Concert Series with a minimum of three concerts per year at the Regency Furniture Stadium.

Vending Machines

Department: Fiscal Services **Account:** 38
Division/Program: Accounting **Fund:** Enterprise
Program Administrator: William DeAtley, Chief of Accounting

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change from FY2015	% Chg
Operating Costs	\$136,198	\$142,500	\$145,600	\$145,600	\$3,100	2.2%
Total Expenditures	\$136,198	\$142,500	\$145,600	\$145,600	\$3,100	2.2%
Revenues	\$151,162	\$142,500	\$145,600	\$145,600	\$3,100	2.2%

Description

This fund is used to manage the vending machine funds collected in County facilities.

Other Governmental Funds

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for revenues that are legally restricted or formally designated for a particular purpose. The best examples of special revenue funds are State and Federal grant awards that have specific requirements associated with eligible program costs.

Trends and Assumptions for Estimates

PROPERTY TAX RELATED FUNDS

Fire & Emergency Medical Services

The largest special revenue fund is financed by a County wide **Fire and Rescue** property tax and a State of Maryland Amos grant. The tax is levied and collected by the County and distributed to the various volunteer fire stations and rescue squads. A property tax rate is levied as follows: \$0.04 for fire, \$0.02 for emergency medical services, and \$.004 for pension benefits for all Real Property assessments and \$0.10, \$0.05 and \$.01, respectively for all business related assessments. Operating revenue generated from taxes is estimated using the same assumptions as the general fund property taxes (see General Fund property tax section), with the primary information provided by the Maryland Department of Assessments and Taxation. Grant funds are subject to the annual renewal by the State of Maryland and are used for training and equipment.

Agricultural Preservation

An **agricultural transfer tax** is assessed on land that has a change of use from agricultural to residential or commercial. This money is tracked separately and used for future land preservation purposes. An operating revenue estimate is based on minimum changes in land use and amended during the year should a large land acquisition be acquired for preservation. Operating costs primarily represent the purchase of land; budgets are amended once a purchase is approved.

FEDERAL OR STATE GRANT RELATED FUNDS

The following programs have budgets that are derived from specific Federal and/or State grant awards and are often matched with local funding; therefore, budget totals reflect the anticipated grant award. Amended operating budgets reflect actual grant awards and renewals. Revenues supporting these programs are fairly predictable because they follow the scope defined within the Federal & State grants.

**Housing Assistance Programs,
Transportation Programs,
Child Support/Judicial Programs,
Public Safety Programs,
Aging Programs,
Emergency Management Programs,
Economic Development Loan Programs**

**Tourism Programs,
Community Development Block Grant Projects,
Community Development Administration Projects,
Planning Programs and Studies,
Charles County Advocacy Council for Children,
Youth, and Families.**

Community Services administers the largest single grant awarded to the County, the Housing Choice Voucher Program. This Federal grant, provided by the U.S. Department of Housing and Urban Development (HUD), is for rental unit subsidy for low income residents.

The Maryland Department of Housing and Community Development provides State funding to the County for a Rental Assistance Program commonly referred to as RAP. The goal of RAP is to provide fixed monthly rental allowance payments for 12 months to approximately five low-income households that have critical and emergency housing needs with the ultimate goal of moving those individuals or families into self-sufficiency. The County's Community Services Department also administers the Emergency Solutions Grant Program (formerly the Emergency Shelter Grant Program). This grant is awarded to local agencies.

Charles County Advocacy Council for Children, Youth, and Families (CCACCYF) (formerly the Local Management Board) programs are funded from both the Federal and State level. The CCACCYF does not provide human services directly but contracts with various public and private agencies to provide publicly funded human services. The size of the contracts that are entered into annually is determined by the amount of funding made available to the CCACCYF by the Governor's Office for Children, the Maryland State Department of Education, the Maryland Department of Juvenile Services, and the Maryland Department of Human Resources.

SPECIAL REVENUE FUNDS

The County manages a series of **public transportation** systems designed for the general public, senior citizens, people with physical or mental disabilities, and medical assistance. Operating revenues are primarily supported with Federal and State grants with matching funds from the County. These programs also generate a fair share of program revenue from fees paid for by their ridership and advertising.

Federal and State grants are received for specific new or rehabilitation projects from the **Community Development Block Grant Program** for such things as community centers and public improvement systems, Home Buyers Programs, and Disaster Recovery. These grants are typically awarded on a project by project basis and generally considered capital grant projects.

Child Support programs are operated through a combined effort from the State's Attorney's Office and the Circuit Court. Child support cases are held to establish paternity, set child support payments, and enforce said support payments. Grant funds are provided to the County from Federal sources passed through the State of MD Department of Human Resources. The Child Support Enforcement grant which is administered by the Sheriff's Office is considered part of the County's Public Safety program for the purpose of processing and serving of summonses, warrants and writs of attachment received from the courts.

Past efforts by the Federal and State Governments to enhance public safety in local communities have added various programs to the County's **Public Safety programs**. Revenue associated with several of these grants has helped to increase the number of Sworn Officers or provided overtime and equipment for much needed programs.

Various **aging grants** and state fees for services agreements support senior housing assistance, health programs, guardianship, referral services, Medicaid Waiver, and meal programs for the elderly. The major revenues supporting these programs are established with Federal and State grant awards, matched with County funding and are supported with limited program revenue.

Emergency management grant funds are provided to enhance the capacity of local first responders to respond to terrorism incidents involving chemical, biological, nuclear, radiological, incendiary, and explosive devices, for homeland defense, maritime security, and acts of terrorism. These grants are specific to the acquisition of safety equipment, the implementation of a Statewide Domestic Preparedness Strategy by planning and conducting exercises, and training of County personnel in response to acts of terrorism and maritime security.

Planning grants consist of environmental and cultural programs for such things as the Chesapeake Bay Critical Area, Historical Preservation, Scenic Byways, Land Use Studies, and Easement Acquisition.

Tobacco Land Preservation Funds pass through the Southern MD Agriculture Development Commission to the Tri-County Council for Southern Maryland (TCCSM) for all three counties. The TCCSM, then passes those funds down to each respective county in Southern Maryland. Charles County will utilize these funds to purchase conservation easements on rural lands to support the continued transition to new agricultural enterprises in the wake of the tobacco buy-out. These funds fall within the Agricultural Preservation Program.

The **Economic Development Loan Programs** were established to help businesses to relocate into the County and/or expand their capabilities through the Disadvantaged Business Loan Program or the Targeted Industries Incentive Loan Fund. The programs are not intended to replace commercial bank financing for borrowers who are able to secure bank loans and ultimately, the program will be self-sustaining off repayments and accrued interest.

State grant funding provides support of local government efforts in the **Tourism** industry. The grant amount is determined based upon the County's prior year allowable expenditures, prior year Comptroller-determined tourism tax revenues generated in their jurisdiction and on prior year growth of Comptroller-determined tourism tax revenues over same tax revenues collected two years prior. (These revenues reflect both the tax codes determined by the Comptroller and the formula utilized by the Comptroller.)

SPECIAL REVENUE FUNDS

SERVICE CHARGE RELATED FUNDS

Certain programs have specific user fees, fines or penalties associated with their operation. These revenues are typically restricted to eligible costs of the associated program. The following is a list of those programs.

Cable TV / I-Net
Sheriff's Special Programs
Drug Forfeitures
Housing Special Loans

Southern MD Criminal Justice Academy
Animal Shelter / Control
Law Library
Nuisance Abatement

The **Cable TV / I-Net Fund** is a cooperative effort between County Government, the public school system, the local college, and the library system. Government access channels for Charles County are made possible through franchise agreements with local cable TV providers which generate revenue from a franchise fee assessed on monthly cable TV bills. A revenue estimate is based on the number of local subscribers in the area.

Sheriff Special Programs include Volunteers in Community Service (VICS) which accounts for individuals receiving a court ordered service. These individuals are referred to the VICS program from the court system as part of their rehabilitation process. The source of revenue for this program is from court fines as determined by the ruling judge and is based on recent historical trends.

The County maintains a **Drug Forfeiture Fund** for revenues collected as a result of law enforcement efforts from drug related offenses. The revenues are difficult to predict because they are related to many variables, including the amount of cases, the success rate of the court actions, the assets involved in each case, etc. The revenue budget is based on historical trends.

With the use of special funding sources in support of housing loans, the County administers a **Housing Special Loans Program** for qualified applicants. Funding is tied to the quantity of loans processed.

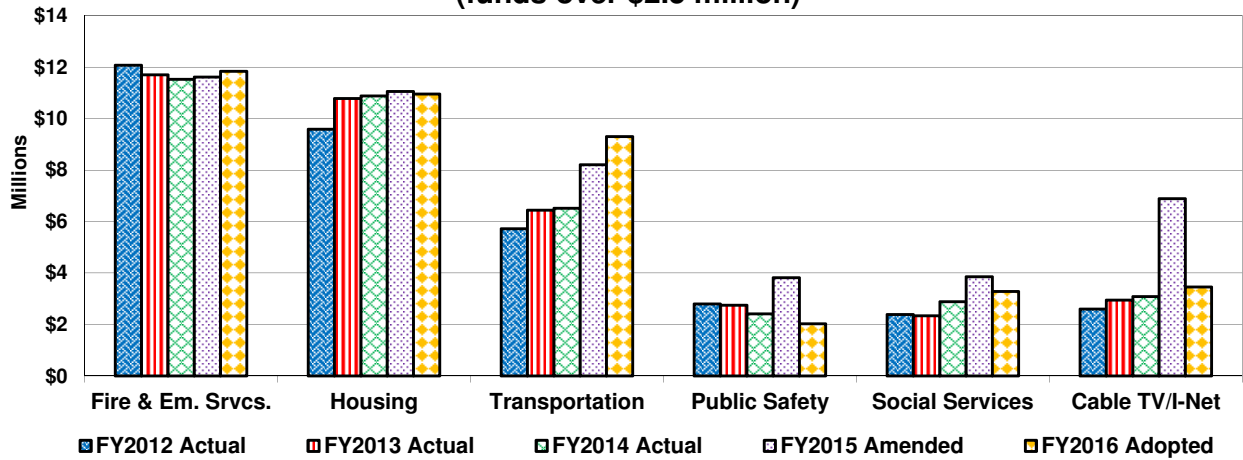
The **Southern Maryland Criminal Justice Academy** is funded equally by Charles, Calvert, and St. Mary's Counties. Funds from the Sheriff's General Fund budget are transferred to cover the Charles County share. Calvert and St. Mary's are billed for their respective portion of the cost.

Animal Shelter/Control Programs generate revenues primarily from donations and fees as a result of animal adoptions. Revenue estimates are based on trends and the volume of fees.

The **Law Library** generates revenues through appearance fees and other court fines. The basis for predicting these dedicated revenues is primarily from historical trends, however, trends in crime and population will affect the performance of these revenues and is often difficult to predict.

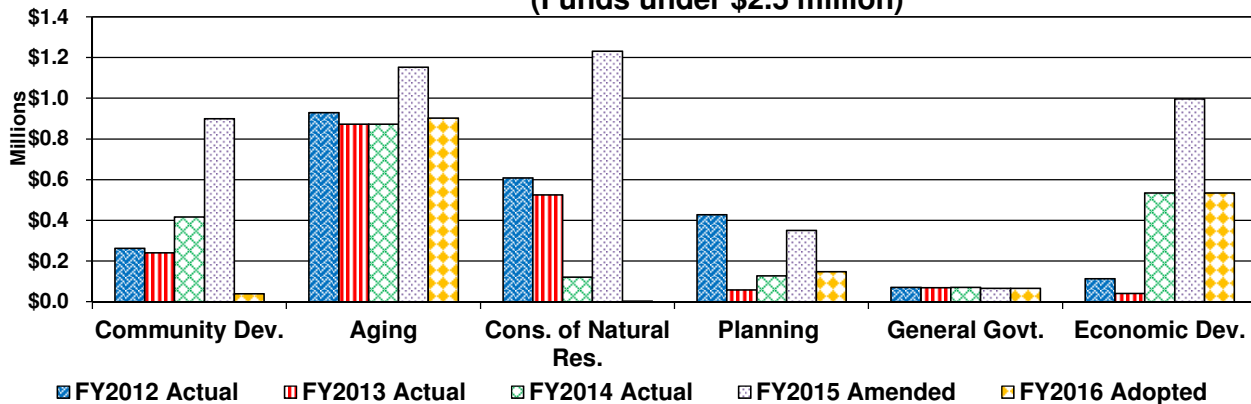
The **Nuisance Abatement Fund** was established to correct violations of Building Code, Nuisance Code or Zoning Ordinance. In those cases where the property owner has not met the requirements of a Court Order or Nuisance Abatement Hearing Board Order, County Code has provisions for the County to clean-up the property and abate the Code violations at the cost to the property owner.

Special Revenue Funds by Account Function (funds over \$2.5 million)



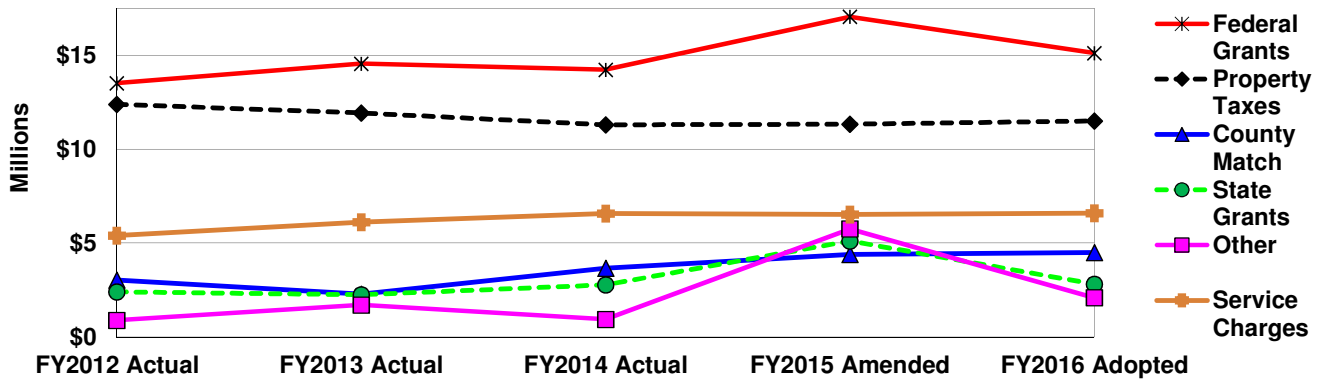
- Volunteer Fire and Emergency Medical Services continues to be the largest Special Revenue function. This program is funded primarily by Property Tax Revenue and will increase or decrease based on property assessments.
- Housing program budgets remained relatively flat due to no anticipated increases in Federal funding.
- The increase in FY2015 for Transportation is due to capital grants and the mid-year implementation of the new St. Charles route. The further increase in FY2016 is due to half of the Phase II Feasibility Study, capital grant requests for 13 replacement buses, an anticipated 1.8% increased cost of the vendor contract for route services, and full year implementation of the St. Charles route.
- Reduction in Public Safety grants is due to grants which are one time in nature.
- Social Services include Charles County Advocacy Council for Children, Youth, and Families (CCACCYF) and Child Support/Judicial grants. The overall increase in FY2014 and FY2015 over FY2013 is due in most part to the award of grants in support of the drug courts, some of which are one-time in nature. Reduction in FY2016 is the result of multi-year federal grants which are budgeted upon award and then unspent balances are carried over after fiscal year end.
- The Cable TV/I-net Fund for FY 2015 includes use of Fund Balance for the Capital Improvement Program.

Special Revenue Fund by Account Function (Funds under \$2.5 million)



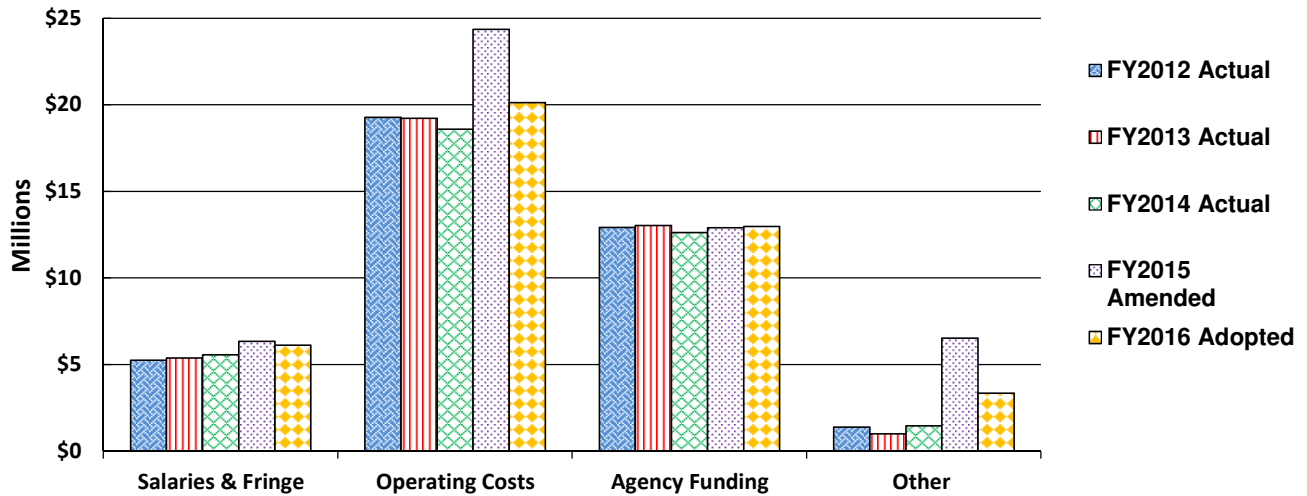
- Variations in Community Development are caused by grants which are typically one time in nature.
- Variance in Aging grants is caused by Federal grants with a fiscal year end date of 09/30/15 for which unspent balances will be carried over to FY2016.
- The spikes in FY2012 and FY2013 for Conservation of Natural Resources is to account for land purchases made through the Agricultural Preservation Program. The spike in FY2015 is due to the award of Tobacco Land Preservation Funds.
- The spike in the Planning grants for FY2012 is due to the Energy Efficiency Development Block Grant. The spike in FY2015 is due to the Historic Preservation Fund Grants-In-Aid Program and the carryover of the Community Economic Adjustment Assistance for Compatible Use and Joint Land Use Studies which is multi-year in nature. Any unspent balance will be carried forward to FY2016 with a budget amendment.
- The spike in the Economic Development for FY2014 is due to a Targeted Industries Incentive Loan Fund grant which carries forward to FY2015 and FY2016. The spike in FY2015 is due to the addition of the Disadvantaged Business Program. Any unspent funds from this program can be carried over to FY2016 after fiscal year end.

Special Revenue Funds by Revenue Source



- The Federal grants decline in FY2014, the subsequent increase in FY2015, and decline in FY2016 is due to grants being budgeted in full for the year of award, but may be multiple year in nature. Carryover balances are established after the fiscal year ends. The FY2016 funds may increase due to mid-year grant awards and carryover balances.
- Property Tax Revenue is reflective of flat or declining property assessments.
- Service Charges consists mainly of revenues from the Cable TV/I-Net fund, Housing Assistance Portable Vouchers paid through Reciprocal Agreements with other Housing Authorities, and Medicaid Waiver Fee for Services.
- The increase in County Match for FY2016 is due to required match on Transportation grants, an increase match on the Housing Choice Voucher Program due to reduced administrative funding, and a match for temporary gap funding on the MD Access Point (MAP) program within the Aging & Senior Programs. The MAP program will convert to fee for service in FY2016.
- State grant funding increased in FY2015 and decreased in FY2016 due to the award of Tobacco Land Preservation Funds. Funds are not budgeted until award. If not spent in the current year, they are reserved for future use and budgeted once property has been identified for purchase.
- The spike in Other Revenue in FY2015 is attributed to use of Cable TV/I-Net fund balance for the Capital Improvement Program.

Special Revenue Funds by Expense Classification



- Operating Cost and Agency Funding consistently make up the bulk of the Special Revenue expense. The majority of the spike in FY2015 is due to various federal grants and the Tobacco Land Preservation Funds which are budgeted upon the year of award, after which unspent balances are carried over upon fiscal year end.
- The three largest grant programs (Housing Assistance, Transportation, and Child Support/Judicial Programs) pay out the majority of the funds as operating costs.
- The second largest category is Agency Funding which primarily distributes the collected funds to the various volunteer fire stations and rescue squads. The Charles County Advocacy Council for Children, Youth, and Families also distributes funds to vendors as Agency Funding.
- The spike in Other Expense for FY2015 is attributed to use of Cable TV/I-Net fund balance for the Capital Improvement Program and one-time capital purchases within the Emergency Management Grants Programs.

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>PROPERTY TAX RELATED FUNDS:</u>						
Fire & Rescue						
Revenues						
Property Taxes	\$11,275,943	\$11,322,100	\$11,322,100	\$11,498,100	\$176,000	1.6%
State Grants	246,708	288,648	288,648	335,355	46,707	16.2%
Interest Income	7,191	7,000	7,000	7,000	0	0.0%
Total Revenues	\$11,529,841	\$11,617,748	\$11,617,748	\$11,840,455	\$222,707	1.9%
Expenses						
Personal Services	\$15,000	\$15,000	\$15,000	\$15,000	\$0	0.0%
Operating Costs	4,354	57,300	57,300	7,800	(49,500)	-86.4%
Agency Funding	11,341,565	11,545,448	11,545,448	11,817,655	272,207	2.4%
Total	\$11,360,919	\$11,617,748	\$11,617,748	\$11,840,455	\$222,707	1.9%
Variance	\$168,922	\$0	\$0	\$0		
Beginning Fund Balance	17,960					
Ending Fund Balance	<u>\$186,882</u>					

Agricultural Preservation

Revenues						
Property Taxes	\$15,849	\$4,200	\$4,200	\$4,200	\$0	0.0%
State Grants	0	0	1,227,210	0	(1,227,210)	-100.0%
Total Operating Revenues	\$15,849	\$4,200	\$1,231,410	\$4,200	(\$1,227,210)	-99.7%
Transfers	106,371	0	0	0	0	N/A
Total Revenues	\$122,220	\$4,200	\$1,231,410	\$4,200	(\$1,227,210)	-99.7%
Expenses						
Personal Services	\$94,497	\$3,000	\$3,000	\$3,000	\$0	0.0%
Fringe Benefits	26,693	0	0	0	0	N/A
Operating Costs	1,030	1,200	1,228,410	1,200	(1,227,210)	-99.9%
Total	\$122,220	\$4,200	\$1,231,410	\$4,200	(\$1,227,210)	-99.7%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Housing Assistance						
Revenues						
Federal Grants	\$8,667,212	\$9,091,764	\$8,645,426	\$8,579,000	(\$66,426)	-0.8%
Service Charges	1,697,251	1,689,530	1,681,561	1,690,000	8,439	0.5%
Miscellaneous	20,133	16,130	14,720	13,200	(1,520)	-10.3%
Total Operating Revenues	\$10,384,596	\$10,797,424	\$10,341,707	\$10,282,200	(\$59,507)	-0.6%
County Match	30,730	292,537	108,213	275,900	167,687	155.0%
Fund Balance Appropriation	0	309,099	206,986	0	(206,986)	-100.0%
Total Revenues	\$10,415,326	\$11,399,060	\$10,656,906	\$10,558,100	(\$98,806)	-0.9%
Expenses						
Personal Services	\$617,811	\$681,200	\$677,450	\$692,000	\$14,550	2.1%
Fringe Benefits	205,211	229,500	229,500	239,500	10,000	4.4%
Operating Costs	9,969,268	10,488,360	9,749,956	9,626,600	(123,356)	-1.3%
Total	\$10,792,291	\$11,399,060	\$10,656,906	\$10,558,100	(\$98,806)	-0.9%
Variance	(\$376,965)	\$0	\$0	\$0		
Beginning Fund Balance	613,594					
Ending Fund Balance	<u>\$236,629</u>					

Transportation Programs

Revenues						
Federal Grants	\$2,513,027	\$3,418,975	\$3,553,490	\$4,138,589	\$585,099	16.5%
State Grants	374,547	480,868	586,749	659,931	73,182	12.5%
Service Charges	976,900	958,170	958,170	1,263,063	304,893	31.8%
Fines & Forfeitures	15,400	0	0	0	0	N/A
Miscellaneous	178,849	215,000	235,475	215,000	(20,475)	-8.7%
Total Operating Revenues	\$4,058,723	\$5,073,013	\$5,333,884	\$6,276,583	\$942,699	17.7%
County Match	2,458,594	2,672,781	2,677,554	3,013,657	336,103	12.6%
Fund Balance Appropriation	0	19,260	197,465	23,008	(174,457)	-88.3%
Total Revenues	\$6,517,317	\$7,765,054	\$8,208,903	\$9,313,248	\$1,104,345	13.5%
Expenses						
Personal Services	\$356,159	\$357,700	\$357,700	\$342,600	(\$15,100)	-4.2%
Fringe Benefits	116,216	119,200	119,200	116,000	(3,200)	-2.7%
Operating Costs	5,697,677	6,264,482	6,659,924	7,233,448	573,524	8.6%
Agency Funding	135,672	135,672	135,672	0	(135,672)	-100.0%
Capital Outlay	0	888,000	936,407	1,621,200	684,793	73.1%
Total	\$6,305,725	\$7,765,054	\$8,208,903	\$9,313,248	\$1,104,345	13.5%
Variance	\$211,592	\$0	\$0	\$0		
Beginning Fund Balance	154,312					
Ending Fund Balance	<u>\$365,904</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Charles County Advocacy Council for Children, Youth, and Families						
Revenues						
Federal Grants	\$93,649	\$93,649	\$106,986	\$73,934	(\$33,052)	-30.9%
State Grants	1,072,185	1,077,796	1,102,440	1,102,440	0	0.0%
Service Charge	43,439	44,300	44,300	63,225	18,925	42.7%
Miscellaneous	691	800	1,314	1,314	0	0.0%
Total Operating Revenues	\$1,209,964	\$1,216,545	\$1,255,040	\$1,240,913	(\$14,127)	-1.1%
Fund Balance Appropriation	0	46,666	54,666	0	(54,666)	-100.0%
Total Revenues	\$1,209,964	\$1,263,211	\$1,309,706	\$1,240,913	(\$68,793)	-5.3%
Expenses						
Personal Services	\$99,242	\$117,486	\$117,734	\$122,834	\$5,100	4.3%
Fringe Benefits	22,318	25,533	25,533	40,872	15,339	60.1%
Operating Costs	13,085	14,756	33,464	10,784	(22,680)	-67.8%
Agency Funding	1,060,742	1,105,436	1,132,967	1,066,423	(66,544)	-5.9%
Capital Outlay	19,398	0	8	0	(8)	-100.0%
Total	\$1,214,784	\$1,263,211	\$1,309,706	\$1,240,913	(\$68,793)	-5.3%
Variance	(\$4,820)	\$0	\$0	\$0		
Beginning Fund Balance	156,253					
Ending Fund Balance	<u>\$151,433</u>					

Child Support/Judicial Grants

Revenues						
Federal Grants	\$928,827	\$939,021	\$1,694,231	\$1,227,412	(\$466,819)	-27.6%
State Grants	427,997	327,400	385,065	381,931	(3,134)	-0.8%
Miscellaneous	1,002	0	509	0	(509)	-100.0%
Total Operating Revenues	\$1,357,826	\$1,266,421	\$2,079,805	\$1,609,343	(\$470,462)	-22.6%
Transfers In	0	0	2,778	0	(2,778)	-100.0%
County Match	326,132	403,101	467,286	437,590	(29,696)	-6.4%
Total Revenues	\$1,683,957	\$1,669,522	\$2,549,869	\$2,046,933	(\$502,936)	-19.7%
Expenses						
Personal Services	\$717,273	\$779,905	\$905,505	\$907,039	\$1,534	0.2%
Fringe Benefits	248,067	363,140	433,451	401,892	(31,559)	-7.3%
Operating Costs	615,109	526,477	1,190,485	738,002	(452,483)	-38.0%
Transfers Out	0	0	2,778	0	(2,778)	-100.0%
Capital Outlay	103,508	0	17,650	0	(17,650)	-100.0%
Total	\$1,683,957	\$1,669,522	\$2,549,869	\$2,046,933	(\$502,936)	-19.7%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Public Safety Grants						
Revenues						
Federal Grants	\$727,600	\$530,910	\$806,614	\$554,156	(\$252,458)	-31.3%
State Grants	95,952	41,200	125,160	20,000	(105,160)	-84.0%
Miscellaneous	2,376	0	1,166	4,750	3,584	307.4%
Total Operating Revenues	\$825,928	\$572,110	\$932,940	\$578,906	(\$354,034)	-37.9%
County Match	469,397	571,800	568,124	592,275	24,151	4.3%
Total Revenues	\$1,295,325	\$1,143,910	\$1,501,064	\$1,171,181	(\$329,883)	-22.0%
Expenses						
Personal Services	\$802,486	\$707,895	\$873,716	\$700,600	(\$173,116)	-19.8%
Fringe Benefits	293,941	335,530	338,784	352,938	14,154	4.2%
Operating Costs	169,971	100,485	261,864	88,743	(173,121)	-66.1%
Capital Outlay	28,927	0	26,700	28,900	2,200	8.2%
Total	\$1,295,325	\$1,143,910	\$1,501,064	\$1,171,181	(\$329,883)	-22.0%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

Aging Grants

Revenues						
Federal Grants	\$466,216	\$473,144	\$693,872	\$393,585	(\$300,287)	-43.3%
State Grants	231,623	219,494	227,633	230,827	3,194	1.4%
Service Charge	116,490	136,730	165,163	155,560	(9,603)	-5.8%
Miscellaneous	59,682	56,000	67,032	47,100	(19,932)	-29.7%
Total Operating Revenues	\$874,011	\$885,368	\$1,153,700	\$827,072	(\$326,628)	-28.3%
County Match	0	0	0	75,588	75,588	N/A
Total Revenues	\$874,011	\$885,368	\$1,153,700	\$902,660	(\$251,040)	-21.8%
Expenses						
Personal Services	\$442,452	\$416,275	\$516,662	\$433,899	(\$82,763)	-16.0%
Fringe Benefits	34,744	37,274	44,827	37,880	(6,947)	-15.5%
Operating Costs	378,018	431,819	592,211	430,881	(161,330)	-27.2%
Total	\$855,215	\$885,368	\$1,153,700	\$902,660	(\$251,040)	-21.8%
Variance	\$18,796	\$0	\$0	\$0		
Beginning Fund Balance	40,928					
Ending Fund Balance	<u>\$59,724</u>					

SPECIAL REVENUE FUNDS

	<u>FY2014</u> <u>Actual</u>	<u>FY2015</u> <u>Adopted</u>	<u>FY2015</u> <u>Amended</u>	<u>FY2016</u> <u>Adopted</u>	<u>\$ Change</u> <u>from FY15</u> <u>Amended</u>	<u>%</u> <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Emergency Management Grants						
Revenues						
Federal Grants	\$370,038	\$96,000	\$620,220	\$113,735	(\$506,485)	-81.7%
State Grants	4,280	0	702,407	0	(702,407)	-100.0%
Miscellaneous	2,771	2,810	4,011	2,200	(1,811)	-45.2%
Total Operating Revenues	\$377,089	\$98,810	\$1,326,638	\$115,935	(\$1,210,703)	-91.3%
Transfers In	0	0	111,434	17,735	(93,699)	-84.1%
County Match	118,775	96,000	101,573	96,000	(5,573)	-5.5%
Total Revenues	\$495,865	\$194,810	\$1,539,645	\$229,670	(\$1,309,975)	-85.1%
Expenses						
Personal Services	\$225,296	\$192,000	\$222,071	\$192,000	(\$30,071)	-13.5%
Fringe Benefits	887	0	0	0	0	N/A
Operating Costs	221,311	2,810	958,904	37,670	(921,234)	-96.1%
Capital Outlay	48,370	0	358,670	0	(358,670)	-100.0%
Total	\$495,865	\$194,810	\$1,539,645	\$229,670	(\$1,309,975)	-85.1%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

Community Development Administration

Revenues						
Federal Grants	\$97,088	\$34,000	\$339,091	\$0	(\$339,091)	-100.0%
State Grants	24,994	40,000	166,290	40,000	(126,290)	-75.9%
Interest	29	0	10	0	(10)	-100.0%
Total Revenues	\$122,111	\$74,000	\$505,391	\$40,000	(\$465,391)	-92.1%
Expenses						
Personal Services	\$4,029	\$3,750	\$7,760	\$3,750	(\$4,010)	-51.7%
Operating Costs	118,082	70,250	497,631	36,250	(461,381)	-92.7%
Total	\$122,111	\$74,000	\$505,391	\$40,000	(\$465,391)	-92.1%
Variance	\$0	\$0	\$0	\$0	\$0	
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Community Development Block Grants						
Revenues						
Federal Grants	\$294,997	\$0	\$379,262	\$0	(\$379,262)	-100.0%
Miscellaneous	0	0	14,999	0	(14,999)	-100.0%
Total Revenues	\$294,997	\$0	\$394,261	\$0	(\$394,261)	-100.0%
Expenses						
Personal Services	\$0	\$0	\$8,260	\$0	(\$8,260)	-100.0%
Operating Costs	294,997	0	295,002	0	(295,002)	-100.0%
Transfer Out	0	0	90,999	0	(90,999)	-100.0%
Total	\$294,997	\$0	\$394,261	\$0	(\$394,261)	-100.0%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

Planning Grants

Revenues						
Federal Grants	\$46,362	\$0	\$178,639	\$0	(\$178,639)	-100.0%
State Grants	9,000	9,000	9,000	9,000	0	0.0%
Miscellaneous	599	0	1,901	0	(1,901)	-100.0%
Total Operating Revenues	\$55,961	\$9,000	\$189,540	\$9,000	(\$180,540)	-95.3%
Fund Balance Appropriation	0	0	7,923	0	(7,923)	-100.0%
County Match	11,400	0	13,400	0	(13,400)	-100.0%
Total Revenues	\$67,361	\$9,000	\$210,863	\$9,000	(\$201,863)	-95.7%
Expenses						
Personal Services	\$6,802	\$5,430	\$6,668	\$5,430	(\$1,238)	-18.6%
Fringe Benefits	2,198	3,570	2,332	3,570	1,238	53.1%
Operating Costs	50,438	0	201,863	0	(201,863)	-100.0%
Total	\$59,438	\$9,000	\$210,863	\$9,000	(\$201,863)	-95.7%
Variance	\$7,923	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$7,923</u>					

Economic Development Loan Programs

Revenues						
State Grants	\$250,000	\$0	\$250,000	\$0	(\$250,000)	-100.0%
Interest	117	0	0	0	0	N/A
Total Operating Revenues	\$250,117	\$0	\$250,000	\$0	(\$250,000)	-100.0%
Fund Balance Appropriation	0	0	250,000	500,000	250,000	100.0%
County Match	250,000	0	461,570	0	(461,570)	-100.0%
Total Revenues	\$500,117	\$0	\$961,570	\$500,000	(\$461,570)	-48.0%
Expenses						
Operating Costs	\$0	\$0	\$961,570	\$500,000	(\$461,570)	-48.0%
Total	\$0	\$0	\$961,570	\$500,000	(\$461,570)	-48.0%
Variance	\$500,117	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$500,117</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>GRANT RELATED FUNDS:</u>						
Tourism Grant						
Revenue: State Grants	\$34,734	\$34,734	\$36,320	\$34,734	(\$1,586)	-4.4%
Expense: Operating Costs	\$34,734	\$34,734	\$36,320	\$34,734	(\$1,586)	-4.4%
Variance	\$0	\$0	\$0	\$0		
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

SERVICE CHARGE RELATED FUNDS:

Cable TV/I-Net Fund

Revenues

Service Charges	\$3,084,088	\$3,073,000	\$3,073,000	\$3,463,400	\$390,400	12.7%
Total Operating Revenues	\$3,084,088	\$3,073,000	\$3,073,000	\$3,463,400	\$390,400	12.7%
Fund Balance Appropriation	0	3,715,000	3,819,030	0	(3,819,030)	-100.0%
Total Revenues	\$3,084,088	\$6,788,000	\$6,892,030	\$3,463,400	(\$3,428,630)	-49.7%

Expenses

Personal Services	\$765,909	\$892,300	\$894,310	\$972,300	\$77,990	8.7%
Fringe Benefits	217,164	277,400	275,560	296,300	20,740	7.5%
Operating Costs	155,864	405,400	402,770	419,000	16,230	4.0%
Agency Funding	100,300	100,300	100,300	100,300	0	0.0%
Operating Contingency	0	298,600	242,130	0	(242,130)	-100.0%
Transfer Out	1,000,000	4,744,500	4,744,500	1,417,700	(3,326,800)	-70.1%
Capital Outlay/Maintenance	271,969	16,000	178,960	204,300	25,340	14.2%
Equipment Reserve	0	53,500	53,500	53,500	0	0.0%
Total	\$2,511,206	\$6,788,000	\$6,892,030	\$3,463,400	(\$3,428,630)	-49.7%
Variance	\$572,882	\$0	\$0	\$0		
Beginning Fund Balance	4,683,320					
Ending Fund Balance	<u>\$5,256,202</u>					

Nuisance Abatement Fund

Revenue: Service Charges	\$60,248	\$100,000	\$140,000	\$140,000	\$0	0.0%
Expense: Operating Costs	\$60,248	\$100,000	\$140,000	\$140,000	\$0	0.0%
Variance	\$0	\$0	\$0	\$0	\$0	
Beginning Fund Balance	0					
Ending Fund Balance	<u>\$0</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% Change
<u>SERVICE CHARGE RELATED FUNDS:</u>						
Housing Special Loans						
Service Charges	\$473,144	\$400,000	\$400,000	\$404,500	\$4,500	1.1%
Total Operating Revenues	\$473,144	\$400,000	\$400,000	\$404,500	\$4,500	1.1%
County Match	0	0	0	500	500	N/A
Total Revenues	\$473,144	\$400,000	\$400,000	\$405,000	\$5,000	1.3%
Expense: Operating Costs	\$462,062	\$400,000	\$400,000	\$405,000	\$5,000	1.3%
Variance	\$11,082	\$0	\$0	\$0	\$0	N/A
Beginning Fund Balance	3,140					
Ending Fund Balance	<u>\$14,222</u>					

Sheriff's Special Programs

Revenues

Fines & Forfeitures	\$191,732	\$238,400	\$238,400	\$212,800	(\$25,600)	-10.7%
Miscellaneous	18,830	22,800	22,800	12,800	(10,000)	-43.9%
Total Operating Revenues	\$210,562	\$261,200	\$261,200	\$225,600	(\$35,600)	-13.6%
Fund Balance Appropriation	0	8,000	8,000	15,400	7,400	92.5%
Total Revenues	\$210,562	\$269,200	\$269,200	\$241,000	(\$28,200)	-10.5%

Expenses

Personal Services	\$138,518	\$175,000	\$175,000	\$158,700	(\$16,300)	-9.3%
Fringe Benefits	47,555	59,500	59,500	50,500	(9,000)	-15.1%
Operating Costs	33,998	34,700	34,700	31,800	(2,900)	-8.4%
Total	\$220,071	\$269,200	\$269,200	\$241,000	(\$28,200)	-10.5%
Variance	(\$9,508)	\$0	\$0	\$0		
Beginning Fund Balance	330,979					
Ending Fund Balance	<u>\$321,471</u>					

Drug Forfeitures

Revenues

Federal Grants	\$27,448	\$24,900	\$35,500	\$38,300	\$2,800	7.9%
Fines & Forfeitures	147,861	89,000	99,000	89,000	(10,000)	-10.1%
Interest	24	300	300	100	(200)	-66.7%
Miscellaneous	720	0	6,800	1,200	(5,600)	-82.4%
Total Operating Revenues	\$176,052	\$114,200	\$141,600	\$128,600	(\$13,000)	-9.2%
Fund Balance Appropriation	0	94,700	114,700	35,400	(79,300)	-69.1%
Total Revenues	\$176,052	\$208,900	\$256,300	\$164,000	(\$92,300)	-36.0%

Expenses

Personal Services	\$40,000	\$0	\$0	\$0	\$0	N/A
Operating Costs	82,366	74,000	126,300	134,000	7,700	6.1%
Capital Outlay	0	134,900	130,000	30,000	(100,000)	-76.9%
Total	\$122,366	\$208,900	\$256,300	\$164,000	(\$92,300)	-36.0%
Variance	\$53,686	\$0	\$0	\$0		
Beginning Fund Balance	341,144					
Ending Fund Balance	<u>\$394,830</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>SERVICE CHARGE RELATED FUNDS:</u>						
Southern Maryland Criminal Justice Academy						
Revenues						
Local Government	\$88,000	\$88,000	\$88,000	\$88,000	\$0	0.0%
Service Charge	1,436	0	2,970	0	(2,970)	-100.0%
Total Operating Revenues	\$89,436	\$88,000	\$90,970	\$88,000	(\$2,970)	-3.3%
Transfers In	44,000	44,000	44,000	44,000	0	0.0%
Total Revenues	\$133,436	\$132,000	\$134,970	\$132,000	(\$2,970)	-2.2%
Expenses						
Operating Costs	\$108,774	\$132,000	\$134,970	\$132,000	(\$2,970)	-2.2%
Total	\$108,774	\$132,000	\$134,970	\$132,000	(\$2,970)	-2.2%
Variance	\$24,662	\$0	\$0	\$0		
Beginning Fund Balance	172,844					
Ending Fund Balance	<u>\$197,506</u>					

Animal Shelter \ Control

Revenues						
Service Charges	\$85,342	\$84,800	\$84,800	\$84,600	(\$200)	-0.2%
Miscellaneous	15,818	11,000	16,000	11,000	(5,000)	-31.3%
Total Operating Revenues	\$101,160	\$95,800	\$100,800	\$95,600	(\$5,200)	-5.2%
Fund Balance Appropriation	0	0	23,000	0	(23,000)	-100.0%
Total Revenues	\$101,160	\$95,800	\$123,800	\$95,600	(\$28,200)	-22.8%
Expenses						
Personal Services	\$25,872	\$26,100	\$26,100	\$27,100	\$1,000	3.8%
Fringe Benefits	5,789	5,900	5,900	6,000	100	1.7%
Operating Costs	52,205	63,800	91,800	62,500	(29,300)	-31.9%
Total	\$83,866	\$95,800	\$123,800	\$95,600	(\$28,200)	-22.8%
Variance	\$17,294	\$0	\$0	\$0		
Beginning Fund Balance	51,619					
Ending Fund Balance	<u>\$68,913</u>					

SPECIAL REVENUE FUNDS

	FY2014 <u>Actual</u>	FY2015 <u>Adopted</u>	FY2015 <u>Amended</u>	FY2016 <u>Adopted</u>	\$ Change from FY15 <u>Amended</u>	% <u>Change</u>
<u>SERVICE CHARGE RELATED FUNDS:</u>						
Law Library						
Revenues						
Service Charges	\$39,170	\$34,000	\$34,000	\$34,000	\$0	0.0%
Fines & Forfeitures	31,504	27,500	27,500	27,500	0	0.0%
Miscellaneous	686	1,400	1,400	1,400	0	0.0%
Total Operating Revenues	\$71,361	\$62,900	\$62,900	\$62,900	\$0	0.0%
Transfers In	0	3,000	3,000	3,000	0	0.0%
Total Revenues	\$71,361	\$65,900	\$65,900	\$65,900	\$0	0.0%
Expenses						
Operating Costs	\$71,123	\$65,900	\$65,900	\$65,900	\$0	0.0%
Total	\$71,123	\$65,900	\$65,900	\$65,900	\$0	0.0%
Variance	\$238	\$0	\$0	\$0		
Beginning Fund Balance	28,556					
Ending Fund Balance	<u>\$28,794</u>					

TOTAL SPECIAL REVENUE FUNDS

Total Revenues	\$39,473,196	\$44,120,417	\$50,159,556	\$42,597,994	(\$7,561,562)	-15.1%
Total Expenses	\$38,277,296	\$44,120,417	\$50,159,556	\$42,597,994	(\$7,561,562)	-15.1%
Variance	\$1,195,901	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		
Beginning Fund Balance	6,594,649					
Total Ending Fund Balance	<u>\$7,790,550</u>					

Cable TV/I-Net

Department:	Cable TV/I-Net	Account:	48 Fund
Division\Program:	Administrative Services	Fund:	Special Rev.
Program Administrator:	Deborah Hall, Deputy County Administrator	Source:	Srv. Charge
	David Eicholtz, Director of Fiscal & Admin. Services		

www.charlescountymd.gov/coadmin/ccgtv/ccgtv

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$765,909	\$892,300	\$894,310	\$972,300	\$77,990	8.7%
Fringe Benefits	217,164	277,400	275,560	296,300	20,740	7.5%
Operating Costs	155,864	405,400	402,770	419,000	16,230	4.0%
Agency Funding	100,300	100,300	100,300	100,300	0	0.0%
Operating Contingency	0	298,600	242,130	0	(242,130)	-100.0%
Transfers Out	1,000,000	4,744,500	4,744,500	1,417,700	(3,326,800)	-70.1%
Capital Outlay/Maintenance	271,969	16,000	178,960	204,300	25,340	14.2%
Equipment Reserve	0	53,500	53,500	53,500	0	0.0%
Total Expenditures	\$2,511,206	\$6,788,000	\$6,892,030	\$3,463,400	(\$3,428,630)	-49.7%
Revenues	\$3,084,088	\$6,788,000	\$6,892,030	\$3,463,400	(\$3,428,630)	-49.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase is due to the approval of a new I.T. Security Specialist position in the Information Technology Division. This position will help combat the growing risk of cyber threats.
- The **Operating Costs** budget increase is due to the following reasons:
 - Increases were included in the Consultant and Legal Fees accounts to adjust for the renegotiation of the Comcast Franchise Agreement and the Comcast Audit.
 - Included is funding to purchase seven (7) Adobe Creative Suite Software Licenses for the Public Information Office, Charles County Government TV (CCGTV), and Media Divisions.
 - A one-year test was approved for the Media Division to enact a Paid Ad Campaign promoting Photos of the Week, Get Connected, and Annual Reports.
- **Agency Funding** represents funds provided to the College of Southern Maryland for public TV broadcasts.
- For FY2016, **Transfers Out** represents the funding for 50% match on the Mass Notification System Grant and funding provided to the General Fund. The FY2015 adopted budget included a transfer to the Capital Project Fund.
- **Capital Outlay/Maintenance** increase is due to associated costs for replacing I-Net equipment.
- **Revenues** are conservatively estimated based on FY14 actual and FY15 estimates. The FY2015 adopted budget included the use of fund balance for the Capital Improvement Program.

Description:

The I-Net is an internal wide area communications network linking over 90 county government, educational & public facilities. It provides high capacity, cost effective, voice, video & data applications including video conferencing, distance learning/training, Internet access & security monitoring, and central & expanded communications services.

The maintenance and operation of the I-Net is covered by this fund.

CCGTV SUPPORT SERVICES

VIDEO PRODUCTION

- Provide installation/maintenance support for Commissioner Room HD Video Cameras.
- Provide installation/maintenance support for Commissioner Room HF Audio system.
- Provide installation/maintenance support for Nonlinear Real-Time Video editing system.
- Provide installation/maintenance support for Video Scheduling/Play Back system.
- Provide installation/maintenance support for Video Server Storage system.
- Provide installation/maintenance support for Real-Time Web Streaming Video system.
- Provide installation/maintenance/production support for Web Media File production of Commissioner's meetings.

VIDEO CAPTIONING

- Create MP3 file for each Commissioner meeting.
- Coordinate Transcription Process.
- Convert Captioned Video for Web Media Format.
- Render Captioned Video for broadcast.
- Archive/Catalog Video Files.

Cable TV/I-Net

Department:	Cable TV/I-Net	Account: 48 Fund
Division\Program:	Administrative Services	Fund: Special Rev.
Program Administrator:	Deborah Hall, Deputy County Administrator	Source: Srvc. Charge
	David Eicholtz, Director of Fiscal & Admin. Services	

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Public Information Officer	1.0	1.0	1.0	1.0	1.0
Writer/Producer	1.0	1.0	1.0	1.0	1.0
Video Production Specialist	1.0	1.0	1.0	2.0	2.0
Media Specialist	1.0	1.0	1.0	1.0	1.0
Assistant Graphics Designer	0.0	0.0	0.0	1.0	1.0
Public Information Specialist	1.0	1.0	1.0	1.0	1.0
Communications Coordinator	0.0	0.0	0.0	1.0	1.0
Chief Information Officer	0.5	0.5	0.5	0.5	0.5
Network Manager	0.3	0.3	0.3	0.3	0.3
I.T. Security Specialist	0.0	0.0	0.0	0.0	1.0
Network Specialist III	1.8	1.8	1.8	1.8	1.8
Telecommunication Specialist	1.0	1.0	1.0	1.0	1.0
Technical Support Specialist	0.5	0.5	0.7	0.7	0.7
Part Time Help	0.5	1.3	2.6	2.6	2.6
Total Full Time Equivalent	9.6	10.5	12.0	15.0	16.0

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated

Objective: To design, procure, configure, manage, and troubleshoot configuration of County Network Video Systems.

# of Live Broadcasts Commissioners Board	123	128	92	96	97
- Liquor Board	11	12	12	12	12
- Planning Commission	25	25	13	13	13
- Cable Advisory Commission	0	0	0	0	0
- Board of Appeals	15	14	13	13	13
- Board of Fire & Rescue	11	12	11	11	11
- County Commissioners	61	65	43	43	43
# of In-house Produced Programs	140	140	130	135	135
- Safety Matters	11	0	5	5	5
- CCSO National Nights Out	1	1	0	1	0
- Public Service Announcements (PSA's)	50	35	105	50	105
- Permits Seminars	5	5	7	5	7

Tapes are aired daily every week of the year

Community Bulletin Board runs 24/7, which is updated three times a week

# of requests for copies of broadcasts supplied via VHS or DVD	90	251	250	150	150
Special Events: (Economic Summit, Labor Roundtable, Waldorf Beautification)	*	*	10	15	15
Other Meetings: (Charter Board, School Apf)	*	*	21	80	85
ICG Events and Tapings: (Procurement Training, GPS, Truck Rodeo and Health Fair, Halloween Safety)					

**Performance measurements for Special Events and Other Meetings began in FY2014.*

General Government

Department: Circuit Court Account: 33.09.10
Division/Program: Law Library Fund: Special Rev.
Program Administrator: Honorable Amy J. Bragunier Source: Srvc. Charge
www.charlescountylawlibrary.com

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Operating Costs	\$71,123	\$65,900	\$65,900	\$65,900	0	0.0%
Total Expenditures	\$71,123	\$65,900	\$65,900	\$65,900	\$0	0.0%

Description:

Pursuant to the provisions of Section 7-204(j) of the Courts and Judicial Proceedings Article of the Code of Maryland, certain fees collected by the Clerk of the Circuit Court shall be placed in a special account to be known as the Charles County Law Library Fund. This Fund shall be used only for the general use of the Circuit Court Law Library for the acquisition of books and other publications, library equipment, and for other necessary expenses, as determined by the County Administrative Judge.

In addition, Sections 7-507(b) and 507(c)(4) of the Courts and Judicial Proceedings Article of the Code of Maryland provide that a portion of the fines imposed by and recognizance's forfeited to a circuit court shall be used to augment the court law library.

Public Safety

Department: Animal Control Services Account: 21 Fund
Division/Program: Animal Shelter/Animal Control Donations & Adoption Fund: Special Rev.
 Medical Services
Program Administrator: Edward Tucker, Chief Animal Control Services Source: Srvc. Charge
www.charlescountymd.gov/es/animalcontrol/animal-control

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$25,872	\$26,100	\$26,100	\$27,100	\$1,000	3.8%
Fringe Benefits	5,789	5,900	5,900	6,000	100	1.7%
Operating Costs	52,205	63,800	91,800	62,500	(29,300)	-31.9%
Total Expenditures	\$83,866	\$95,800	\$123,800	\$95,600	(\$28,200)	-22.8%

Changes and Useful Information:

- **Operating Costs** decreased because of one time appropriations in FY2015 for cages, training, adoption information folders and a professional evaluation of the animal shelter's services. Also, grants are not budgeted until awarded. Any balance of unspent grant funds from a prior fiscal year is carried over via a budget amendment.

Description:

The Tri-County Animal Shelter received in excess of 8,700 animals last year from Charles, Calvert, and St. Mary's Counties. Every dog and cat that is adopted from the shelter is spayed or neutered by one of the many veterinarians participating in the shelter's programs. These programs are designed to ensure that 100% percent of the dogs and cats adopted are spayed or neutered before going into their new home. Each animal adopted from the shelter is taken directly to the veterinarian by shelter staff for surgery and then are picked up by the new owners from the veterinarian site.

All citizens adopting an animal pay a flat fee of \$85 per cat and \$125 per dog. Reduced rates are offered through special pet promotions. This adoption fee includes the cost of the spay/neuter surgery, a rabies shot, a first distemper vaccine, microchip, and physical exam by a veterinarian. The fees also include heartworm screening for dogs over 6 months old, and feline leukemia/FIV screening for cats. Puppies and kittens are also wormed for roundworms.

The adoption fees collected also supports the cost of a transport van and part time driver that takes the animals to the veterinarian along with other costs associated with the adoption program.

Snyder Foundation Grant

For seven years, the Tri-County Animal Shelter has received a Snyder Foundation grant to be used solely and specifically for the veterinary care for animals "hanging in the balance" between adoption and euthanasia. This grant has helped hundreds of animals. This grant was utilized in FY14 and FY15 but will not be available for application for FY16.

Public Safety

Department: Animal Control Services Account: 21 Fund
Division/Program: Animal Shelter/Animal Control Donations & Adoption Fund: Special Rev.
 Medical Services
Program Administrator: Edward Tucker, Chief Animal Control Services Source: Srv. Charge

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Animal Shelter Van Driver	0.7	0.7	0.7	0.7	0.7
Total Full Time Equivalent	0.7	0.7	0.7	0.7	0.7

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated

Objective: Tracking of activities allows management to access the effectiveness of the spay/neuter adoption program and determine if changes in fee structures is necessary. Tracking of donation account funds and their use allows management to effectively make requests to charitable organizations for grant monies through support of matching funds.

# of animals adopted	951	790	847	875	875
-% of total received (ARRA's)	11.7%	10.1%	10.2%	10.3%	10.3%

Adoptable, Rescuable, Reclaimable Animals

Public Safety

Department: Sheriff's Office Account: 12 Fund
Division/Program: Public Safety Grants Fund: Special Rev.
Program Administrator: Troy D. Berry, Sheriff www.ccsso.us Source: Grant

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$802,486	\$707,895	\$873,716	\$700,600	(\$173,116)	-19.8%
Fringe Benefits	293,941	335,530	338,784	352,938	14,154	4.2%
Operating Costs	169,971	100,485	261,864	88,743	(173,121)	-66.1%
Capital Outlay	28,927	0	26,700	28,900	2,200	8.2%
Total Expenditures	\$1,295,325	\$1,143,910	\$1,501,064	\$1,171,181	(\$329,883)	-22.0%

Changes and Useful Information:

- The overall decrease in Public Safety grants is because the FY2015 budget is only for the following programs: Child Support, the Maryland Vehicle Theft Prevention Program, and the Byrne Justice Assistance Grant (BJAG) Local Solicitation - Juvenile Drug Court Support Program. Due to the uncertain nature of grant funding, all other grants are budgeted upon award or carried over as appropriate.
- Department of Justice Federal grants for which the Charles County Sheriff's Office (CCSO) is the lead pay for a portion of the Drug Court Clerk and the Drug Court Coordinator positions.

Description:

In a cooperative effort, the Charles County Sheriff's Office (CCSO) and the County Commissioners are constantly vigil in their search for State and Federally funded programs. These programs, when funded, enhance the law enforcement effort at a much reduced cost to the citizens of Charles County.

Tobacco Initiative

The Charles County Department of Health awards the Sheriff's office Cigarette Restitution Funds for tobacco use prevention and education. The goal of this collaborative agreement is to reduce the impact of youth tobacco use in Charles County. As required by the award, the CCSO conducts 30 youth access compliance checks and educates 30 merchants on youth access to compliance checks.

Domestic Violence Data Entry

This grant program meets court mandates for timely entry and service of ex parte/protective orders. The program increases victim safety because data entry and service of papers is completed faster and officers are available during hours beyond their regular work schedules. Grant funds will compensate overtime for civilian domestic violence specialists and sworn domestic violence officers. Grant extension approved by GOCCP.

Auto Theft

Maryland Vehicle Theft Prevention – Receive partial funding for two officers to curtail the rising crimes of auto theft and car jacking.

Public Safety

Department:	Sheriff's Office	Account:	12 Fund
Division\Program:	Public Safety Grants	Fund:	Special Rev.
Program Administrator:	Troy D. Berry, Sheriff	Source:	Grant

State Criminal Alien Assistance Program (SCAAP)

This reimbursement program provides funds to local jurisdictions for housing undocumented criminal aliens who have at least one felony or two misdemeanor convictions of state or local law and are incarcerated for at least 4 days during the reporting period (07/01/12-06/30/13). Funds are awarded several years in arrears and are used for Correctional purposes only and must increase the Corrections (Detention Center) budget by the amount of the award.

The Edward J. Byrne Memorial Justice Assistance Grants (BJAG)

Law Enforcement Training Scholarship Program (LETS) - In FY15, the CCSO received the following LETS grants:

- Annual Vehicle Identifiers Conference in Toronto, Ontario. The training seminar was an interactive four day course combining lecture and vehicle examinations. Grant funds provide for registration, per diem, air fare and lodging.
- 4th Annual Mid-Atlantic Inlets: Violent Crimes & Terrorism Trends

Forensic Science Unit Upgrade

This grant provided the Forensic Unit with equipment upgrades needed to stay up to date with science and technology. Funds provide for a Fuming Cabinet Air Clean and Cellebrite Software upgrades. This grant ended on 09/30/14.

CCSO Equipment Upgrade and Drug Court Support Program

This multi-year grant covers the following:

1. Equip the Crime Lab with a generator in order to keep systems running and DNA cold during emergencies.
2. Equip the Traffic Operations Section with a Tag Reader in order to make more arrests.
3. Provide support to the Charles County Juvenile Drug Court Program to cover a portion of the Drug Court Coordinator's Position for FY2013 and supply office furniture and supplies for the Drug Court Clerk position. This grant ended on 09/30/14.

Local Solicitation - Equipment Upgrade and Drug Court Support Program

This multi-year grant covers the following:

1. Update and replace equipment: patrol bikes, crime scene processing kits, ballistic shields, covert camera systems and software, covert cell phone body wire and software.
2. Fifty percent of the cost of a Drug Court Clerk to support the Juvenile Drug Court Coordinator.

Local Solicitation - Officer Safety, Equipment Upgrade and Drug Court Support Program

The purpose of this grant was to send 120 officers to the Street Survival Seminar, upgrade six car camera systems and to fund approximately 25% of the Drug Court Coordinator's position in FY2014.

Local Solicitation - Officer Safety, Equipment Upgrade and Drug Court Support Program

The purpose of this grant is to support overtime and travel expenses for officers to serve extradition, equipment & software upgrade and replacement program purchases, and to fund partial salary and benefits for the Drug Court Clerk.

Comprehensive Traffic Safety Program

This Maryland Department of Transportation safety program provides funds to implement Traffic Safety Initiatives in Charles County in areas where the MD Highway Safety Data indicates there is a need. Funds are utilized for Sworn Officer overtime, training costs, and Alive @ 25 registration fees for Teen Court approved participants.

National Motor Carrier Safety Assistance Program (MCSAP)

Funding under the MCSAP Program is for commercial motor vehicle traffic enforcement and inspection. Funds provide for officer overtime relative to an MOU with the State.

Maryland State Bar Association (MSBA) Teen Court

The Maryland Bar Foundations awarded the agency \$1,000 for the Teen Court Coordinator to attend trainings.

La Plata Beautification Project

The Town of La Plata awarded the CCSO a grant in support of the Teen Court Beautification Project which utilizes teen court volunteers to plant flowers and pick up garbage along Heritage Green Road in La Plata.

School Bus Safety Enforcement Program

The CCSO Overtime Patrols program targets drivers who fail to stop for school buses that are loading or unloading students. The program supports proactive measures by focusing on school bus driver's routes and targeting violators of any Maryland motor vehicle laws for school bus safety zones as well as reckless traffic violations. Program funds provide officer overtime for enforcement efforts.

State Farm Insurance Celebrate My Drive 2012 Grant

Grant funds support the CCSO Teen Driver Safety Program. Funds were utilized to purchase promotional/educational items for the We Care Driving Campaign as well as fund special events. This grant ended in FY2015.

Public Safety

Department:	Sheriff's Office	Account: 12 Fund
Division\Program:	Public Safety Grants	Fund: Special Rev.
Program Administrator:	Troy D. Berry, Sheriff	Source: Grant

MD Strategic Prevention Framework (MSPF) Grant

An agreement with the College of Southern Maryland for the Charles County Substance Abuse Advisory Coalition has the CCSO working with the Coalition and other community partners to conduct party patrol and surveillance activities during peak periods when there is a high risk of parties where alcohol may be available to underage persons. The CCSO will conduct 3 Party Patrols or surveillance operations and assist with the promotion of Parents Who Host and BuzzKill by posting information on the CCSO website. They will also conduct an additional alcohol compliance check per month (minimum 8) and participate in Alcohol Enforcement Training.

Sex Offender Registration (COMAR 12.06.01.17)

The State of Maryland reimburses each local law enforcement unit for reasonable costs of Sex Offender Registration to include processing a registration statement, taking fingerprints and photographs, and implementing and maintaining community notification procedures.

Sex Offender and Compliance Enforcement In Maryland (SOCEM)

The CCSO's Monitoring Support Program tracks the compliance of local sex offenders who are required to register/re-register with the Maryland Sex Offender Registry. This program will continue strict enforcement of sex offenders in the area by focusing on registering offenders, performing compliance checks and ensuring employees are knowledgeable on offenders in order to make rapid location of violators possible. Grant funds provide overtime for officers performing compliance checks, technical assistance to process re-registrations, and the Warrant/Fugitive Squad to locate violators as well as travel associated with training needed to effectively manage, track and document offenders.

Badges for Baseball Grant - Cal Ripken Sr. Foundation

The purpose of this grant is to provide a positive program taught by Law Enforcement officers to at-risk youth in order to help them make better choices and have a better relationship with law enforcement. This grant contributes to the goals of the county to provide public safety to the community and positive programs for at-risk young people in the county. Grant funds are used for teaching aids to add the Healthy Choices/Healthy Children to the CCSO Summer Youth Achievement Program. Funding provides teaching resources and camp activity items utilized in a Baseball and Football camp in June 2015.

Solving Cold Cases with DNA

The purpose of this grant was to solve and close cold cases through DNA analysis. Funds provided for analysis of pieces of evidence, overtime, and personnel training. The goal of the program was to close violent crime cold cases using DNA analysis. This grant ended in FY2015.

Organized Crime Drug Enforcement Task Forces Program (OCDEF)

Funding supports work performed by the CCSO on Organized Crime Drug Enforcement Task Forces Case(s).

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Sworn Officers	6.0	6.0	6.0	6.0	6.0
Child Support Coordinator	1.0	1.0	1.0	1.0	1.0
Community Traffic Safety Coordinator	0.2	0.0	0.0	0.0	0.0
Child Support Civil Processor	1.0	1.0	1.0	1.0	1.0
Intelligence Specialist	1.0	1.0	0.2	0.0	0.0
Drug Court Coordinator	0.0	0.0	0.2	0.0	0.3
Drug Court Clerk	0.0	0.0	0.1	0.2	0.4
Part Time Positions	1.2	1.8	1.8	1.8	1.8
Total Full Time Equivalent	10.4	10.8	10.4	10.0	10.4

<u>Objectives & Measurements:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>

Child Support Grant

Serve summonses/show cause/subpoenas and execute writs/warrants/body attachments relative to enforcement of child support program.

# of summonses/show cause/subpoenas to be served	1,530	1,363	1,481	1,500	75%
# of writs/warrant/body attachment to be executed	533	541	457	500	75%

*Changed with new award and are now required to serve 75% of those that are entered.

Public Safety

Department: Emergency Services
Division/Program: Emergency Management
Program Administrator: Michelle Lilly, Chief of Emergency Management
www.charlescountymd.gov/es/em/emergency-management

Account: 49 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$225,296	\$192,000	\$222,071	\$192,000	(\$30,071)	-13.5%
Fringe Benefits	887	0	0	0	0	N/A
Operating Costs	221,311	2,810	958,904	37,670	(921,234)	-96.1%
Capital Outlay	48,370	0	358,670	0	(358,670)	-100.0%
Total Expenditures	\$495,865	\$194,810	\$1,539,645	\$229,670	(\$1,309,975)	-85.1%

Changes and Useful Information:

- The FY2016 budget is for the Emergency Management Performance Grant and the Southern MD Hospital – LifeNet. All other grants are budgeted upon award or carried over as appropriate. Budget Amendments are executed for the rollover funds.
- Changes in **Personal Services** is due to award of the FFY2014 Homeland Security in FY2015 with allowable overtime and backfill for active shooter training and hazmat training.

Description:

Homeland Security Grant Programs (HSGP)

This special revenue fund provides for planning, equipment, training, exercise, and management & administrative funding to emergency prevention, preparedness, and response. The Office of Domestic Preparedness (ODP) HSGP integrates the State Homeland Security Program (SHSP), the Urban Areas Security Initiative (UASI), the Metropolitan Medical Response System (MMRS), and the Citizen Corps Program (CCP).

These programs further provide the opportunity to enhance regional preparedness efforts. State and local government are encouraged to employ regional approaches to planning and preparedness and to adopt regional response structures whenever appropriate to meet the needs identified through the assessments and in the State's Strategy.

State Homeland Security Program (SHSP)

SHSP is a core homeland security assistance program that provides funds to build capabilities at the State and local levels through planning, equipment, training, and exercise activities and to implement the goals and objectives included in Homeland Security Strategies. SHSP funding also supports the four mission areas of homeland security - prevent, protect, respond, and recover - and addresses all the National Priorities and the 37 Target Capabilities, as they relate to terrorism.

The allowable scope of SHSP activities include catastrophic events, provided that these activities also build capabilities that relate to terrorism. Law Enforcement Terrorism Prevention Program (LETPP) as part of the SHSP is required and met at 25% of award. In FY2015, the County closed out the FFY2012 SHSP program. Future Federal Fiscal Year grants overlap the County's fiscal year.

Citizen Corps Program (CCP)

Corps Program funds were used to support Citizen Corps Councils with efforts to engage citizens in all-hazards prevention, protection, response, and recovery. All CCP funds were expended in FY2014 and no new funds have been awarded.

Port Security Grant Program (PSGP)

The purpose of the PSGP is to create a sustainable, risk-based effort to protect critical port infrastructure from terrorism, particularly attacks using explosives and non-conventional threats that could cause major disruption to commerce. The county has received several Port Security Grants as follows:

FFY2013 PSGP This grant funds eight Charles County Maritime Unit (CCMU) members to attend the Boat Operator's Anti-Terrorism Training Course at the Federal Law Enforcement Training Center in Glenco, Georgia. The training will allow the CCMU to be better trained in maritime anti-terrorism tactics allowing for improved response county-wide as well as in coordination with response partners state-wide. This grant ends on 08/31/2015.

FFY2014 PSGP This grant will fund on-site contractual training for twenty (20) Charles County maritime Unit (CCMU) members for the National Association of State Boating Law Administrators (NASBLA) Pursuit and Stop Training Course. This course will allow the CCMU members to be better trained in maritime anti-terrorism tactics to allow for better response county-wide as was in coordination with response partners state-wide. This grant ends on 08/31/2016.

Public Safety

Department:	Emergency Services	Account:	49 Fund
Division\Program:	Emergency Management	Fund:	Special Rev.
Program Administrator:	Michelle Lilly, Chief of Emergency Management	Source:	Grant

Hazard Mitigation Grant Program (HMGP)

The County received two (2) HMGP allocations during FY2015. These funds provide assistance to two County homeowners. The funds will assist one homeowner to elevate his home above the base flood elevation level and allow the County to purchase a second property to alleviate the negative elevation of the home within the Port Tobacco River flood plain. The home will be demolished and the property maintained in perpetuity. Award of a Community Development Block Grant supplies the majority of the matching funds required for these projects with the balance supplied by the homeowners.

Emergency Management Performance Grant (EMPG) Program

EMPG funds are provided to structure emergency management programs based on identified needs and priorities to strengthen their ability to support emergency management mission areas while simultaneously addressing issues of national concern as identified in the National Priorities and Target Capabilities List of the National Preparedness Goal. The EMPG program is designed to assist States and urban areas to enhance and strengthen emergency management capabilities. The building of working partnerships between government, business, volunteer, and community organizations is key to program success and highly encouraged. These funds support the County's Mass Notification System and the personnel within the Emergency Management Division.

National Bioterrorism Hospital Preparedness Program

The County has applied for numerous NBHPP grants in FY2015 and is awaiting the application results. FY2014 funding supported the purchase of tablet PC devices for patient tracking to get the County to the desired 100% patient tracking capability. This allows real time updates to assist field providers, incident commanders and emergency managers with assigning or monitoring patients throughout the health care system. Standardization on a single platform ensures interoperability throughout the Region and the State of Maryland.

Interagency Hazardous Materials Public Sector Training and Planning Grants

FFY2014 funding was awarded to send Tactical Response Team members to training in Baltimore, MD for the International Hazardous Materials Response Team conference sponsored by the International Association of Fire Chiefs. The FFY2015 grant funding will be used to hire a contractor to provide on site Tank Truck Emergency Response Specialist Workshops to 30 staff personnel. All members of the tactical Response Team will become proficient in dealing with the most common HazMat incident within Charles County.

Emergency Number System Board (ENSB) - 9-1-1 Trust Fund

The 9-1-1 Trust fund consists of 9-1-1 fees collected and remitted to the Comptroller under the annotated State Code of Maryland § 1-310, 311, and investment earnings of the fund. One of the purposes of the 9-1-1 Trust Fund is to reimburse counties for the cost of enhancing a 9-1-1 system.

In FY2015, the County applied for multiple ENSB projects as outlined below:

ENSB Project #14-123 This Project funds for the replacement of the remote make-busy key system with a network control modem solution. The network control modems will allow 9-1-1- calls to be rerouted dynamically only at the direction of public safety answering points (PSAP) personnel through a password protected system. Modems will be located at each of the tandems with a dedicated line to dial in for access. This will provide for greater reliability, more flexibility, and better security. This is a statewide deployment and Charles County is the lead coordinator with Verizon.

ENSB Project #15-005 This project funds the purchase of 25 Emergency Tele-communicator Third Edition Course Manuals for several upcoming Emergency Tele-communicator classes.

ENSB Project #15-007 This project funds the hosting of two Public Safety Training Consultants Certified Training Officers Workshops locally.

Southern MD Hospital – LifeNet

Funding provided for telemetry capabilities to all of the Lifepaks in the County through the purchase of 31 modems. The County has 26 in service and an additional 5 that can be used as spares if and when one is out of service. Funding has also been provided for a Wireless data plan for a 5-year period through a portion of FY2016.

Maryland Institute for Emergency Medical Services Systems (MIEMSS) 50/50 Matching Grant

This grant funding for FY2015 the purchase the three Lifepak 1000 Automated External Defibrillators (AED's). AED's are essential to the delivery of proper EMS care in Charles County. AEDs are lifesaving devices to treat victims of sudden cardiac arrest. These defibrillators are designed to quickly and easily provide an electric shock that restores the victim's normal heart rhythm.

Public Safety

Department:	Emergency Services	Account: 49 Fund
Division/Program:	Emergency Management	Fund: Special Rev.
Program Administrator:	Michelle Lilly, Chief of Emergency Management	Source: Grant

MIEMSS Advanced Life Support (ALS) Education Grant

The purpose of this grant program is to fund initial ALS training and re-licensure which meet course requirement standards of the Nation Department of Transportation. The funding will be utilized to fund EMS employees to attend initial ALS Licensure at the College of Southern Maryland, for refresher re-licensure programs, and for re-licensure of inducting two Advanced Cardiac Life Support (ACLS) classes.

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Emergency Management	1.0	1.0	0.0	0.0	0.0
Allocation from General Fund	0.8	0.8	1.0	1.0	0.9
Total Full Time Equivalent	1.8	1.8	1.0	1.0	0.9

Department:	Volunteer Fire Protection & Emergency Medical Services	Account: 26 Fund
Division/Program:	Charles Co. Volunteer Fireman's Association (CCVFA) & Charles Co. Assoc. of Emergency Medical Svcs. (CCAEMS)	Fund: Spec. Rev
Program Administrator:	Lynn Gilroy, CCVFA President / Lisa Yates, CCAEMS President	Source: Prop. Tax

www.charlescountymd.gov/maps/volunteer-fire-and-ems

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$15,000	\$15,000	\$15,000	\$15,000	\$0	0.0%
Operating Costs	4,354	57,300	57,300	7,800	(49,500)	-86.4%
Agency Funding	11,341,565	11,545,448	11,545,448	11,817,655	272,207	2.4%
Total Expenditures	\$11,360,919	\$11,617,748	\$11,617,748	\$11,840,455	\$222,707	1.9%

Changes and Useful Information:

- Decrease in **Operating Costs** is due to current trends.
- Increase in **Agency Funding** is the net result of increased property tax revenue and Senator William H. Amoss Fire, Rescue, and Ambulance Fund allocation for FY2016.

Description:

The Charles County Fire & Emergency Medical Services (EMS) Associations represent 11 volunteer joint Fire/EMS organizations, 2 independent fire companies, and 4 independent volunteer EMS companies. There is also one volunteer independent dive/rescue company to provide service for water related emergencies. These organizations are located in La Plata, Hughesville, Waldorf, Nanjemoy, Benedict, Cobb Island, Potomac Heights, the 10th district, Indian Head, Bel Alton, Bryan's Road, Westlake (Waldorf), Newburg, Ironsides, White Plains, and Dentsville.

The funding source for the expenditure budgets listed are from a County wide fire and rescue property tax and a State of Maryland Amoss grant. The Fire and Rescue Tax is based on \$.064 per assessed value of real property and \$.16 per assessed value of business property. The tax is broken down as follows: 62.50% for fire, 31.25% for EMS and 6.25% for the Length of Service Awards Program (LOSAP). Donations, fundraising and other sources of revenue are reported separately within each organizations financial statements.

The Volunteer Fire and Rescue organizations are independent companies, each operated under an elected body of operational and administrative officers. The business affairs of each organization are managed by the Board of Directors and membership vote. The goals of these Associations include outstanding performance in the following areas: fire protection, fire prevention, volunteer retention and emergency medical services (basic and advanced life support).

Positions:

There are nearly 1,200 active volunteers within the fire and emergency medical services system. Most of these have accumulated Length of Service Award Program Points.

Public Safety

Department: State's Attorney Office\Sheriff\Commissioners Account: 22 Fund
Division\Program: Drug Forfeitures Fund: Special Rev.
Program Administrator: State's Attorney Office\Sheriff\Commissioners Source: Srvc. Charge

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$40,000	\$0	\$0	\$0	\$0	N/A
Operating Costs	82,366	74,000	126,300	134,000	7,700	6.1%
Transfers Out	0	0	0	0	0	N/A
Capital Outlay	0	134,900	130,000	30,000	(100,000)	-76.9%
Total Expenditures	\$122,366	\$208,900	\$256,300	\$164,000	(\$92,300)	-36.0%

Changes and Useful Information:

- Increase in **Operating Costs** is due to one-time equipment costs and miscellaneous expense budget.
- Decrease in **Capital Outlay** is due to one-time capital items.

Description:

This budget is used to manage the funds resulting from drug forfeitures. These funds are difficult to budget due to their unpredictability. The State's Attorney Office is designated as the forfeiting agent for drug forfeitures involving personal property, including vehicles, money, and real property.

Federal Asset Forfeiture / Equitable Share Program Program

The primary purpose of the federal asset forfeiture program is law enforcement: To deter crime by depriving criminals of the profits and proceeds of their illegal activities and to weaken criminal enterprises by removing the instrumentalities of crime.

Shared funding is given to supporting law enforcement operations to result in further seizures and forfeitures, which includes additional training and equipment and part-time salaries, limited to one year, to carry out the operations. Funds must be expended within two years or returned.

Local and State Asset Forfeiture Program

Per County Commissioners of Charles County, Maryland Resolution No. 98-18, appropriation of funds is split at 30% State Attorney's Office, 20% County Commissioners Office, and 50% Sheriff's Office. Monies can only be spent as outlined in the Code of Charles County, Chapter 164 - Drug Enforcement and Education Special Reserve Fund to finance costs associated with the administration of drug enforcement and education by the Sheriff of Charles County, the State Attorney of Charles County and related agencies. Funds appropriated to the Sheriff of Charles County is for the purpose of drug and crime prevention, education and enforcement programs, investigations and narcotics-related equipment.

Public Safety

Department: Sheriff's Office Account: 18 Fund
Division/Program: Sheriff's Special Programs Fund: Special Rev.
Program Administrator: Troy D. Berry, Sheriff www.ccsso.us Source: Srvc. Charge

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$138,518	\$175,000	\$175,000	\$158,700	(\$16,300)	-9.3%
Fringe Benefits	47,555	59,500	59,500	50,500	(9,000)	-15.1%
Operating Costs	33,998	34,700	34,700	31,800	(2,900)	-8.4%
Total Expenditures	\$220,071	\$269,200	\$269,200	\$241,000	(\$28,200)	-10.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** decrease is due to turnover.
- **Operating Costs** were reduced to meet current trends.

Description:

Volunteers in Community Service (VICS)

VICS is a court ordered alternative to incarceration in which individuals perform court-ordered community services in lieu of fines, points, or incarceration. Currently, VICS has over 100 participating agencies. These participating agencies consist of State, County, Federal jurisdictions as well as nonprofit organizations.

Criminal Justice Program/Urinalysis

Urinalysis is a test done at the Charles County Correctional facility. Participants on work release, juveniles, court orders, social services, parole and probation and random in house workers can be tested for the use of drugs and alcohol. The goal of the testing is to ensure that staff safety, facility security and contraband control are not compromised by the use of drugs or alcohol.

Positions:

	FY12	FY13	FY14	FY15	FY16
	FTE	FTE	FTE	FTE	FTE
VICS Supervisor	1.0	1.0	1.0	1.0	1.0
VICS Specialist	2.0	2.0	2.0	2.0	2.0
Correctional Officer	0.4	0.4	0.4	0.4	0.4
Part-time positions	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	4.1	4.1	4.1	4.1	4.1

Department: Sheriff's Office Account: 44 Fund
Division/Program: Southern Maryland Criminal Justice Academy Fund: Special Rev.
Program Administrator: Troy D. Berry, Sheriff www.ccsso.us Source: Reimburse

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Operating Costs	\$108,774	\$132,000	\$134,970	\$132,000	(\$2,970)	-2.2%
Total Expenditures	\$108,774	\$132,000	\$134,970	\$132,000	(\$2,970)	-2.2%

Description:

The Southern Maryland Criminal Justice Academy is a cooperative effort between the Sheriff's Offices in Charles, Calvert, & St. Mary's Counties, and its mission is to provide highly-trained and qualified sworn & corrections officers to Southern Maryland. Through skill scenarios, academic testing, physical training, and firearm training, the Academy successfully carries out its mission.

The Academy provides entry-level, in-service and specialized training for employees from each of the Southern Maryland Sheriff's offices. During 2014 the academy hosted two entry-level police classes (Session 38 & Session 39). Session 38 graduated 23 recruits with 6 being employed by the Calvert County Sheriff's Office. Session 39 graduated 19 with 4 being employed by the Calvert County Sheriff's Office. The academy also hosted two entry-level correctional classes (Session 49 and Session 50). During 2014 the academy provided in-service for 268 sworn officers. The agencies for which in-service training was provided was Calvert Co. - 109, Charles Co. - 5, St. Mary's Co. - 114, Department of Natural Resources (DNR) - 6, La Plata Police Department - 13, Morningside Police Department - 5, and Riverdale Park Police Department - 16.

The Academy hosted specialized courses such as an Enhanced Instructor Course, ERT School for Correction Officers and a Defensive Tactics School.

Community Services

Department:	Community Services	Account: 40 fund
Division\Program:	Aging Services: Federal Grants	Fund: Spec. Rev.
Program Administrator:	Dina Barclay, Chief of Aging & Senior Programs	Source: Grant
	www.charlescountymd.gov/cs/aging/aging-and-senior-programs	

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$267,315	\$229,984	\$310,445	\$222,011	(\$88,434)	-28.5%
Fringe Benefits	18,847	19,194	18,794	16,100	(2,694)	-14.3%
Operating Costs	249,921	301,526	453,225	288,962	(164,263)	-36.2%
Total Expenditures	\$536,083	\$550,704	\$782,464	\$527,073	(\$255,391)	-32.6%

Changes and Useful Information:

- The balance of Federal grants with a fiscal year end date of 09/30/15 or later will be carried over to FY2016. Budget Amendments are executed for the rollover funds.

Description:

Federal funds are provided as part of the Older Americans' Act (OAA), under the US Department of Health and Human Services, Administration for Community Living. All OAA programs stipulate that persons who are eligible for services must be at least age 60+ and participants may not be means tested, and services cannot be denied based upon eligible participant's capability or willingness to contribute to the cost of these programs.

Title III, Part B - Grants for Supportive Services and Senior Centers

Under Title III, Part B, a state-determined minimum percentage of funds are provided for three designated priority areas: in-home care, legal assistance and access services.

In-home and supportive services are available to frail and disabled persons aged 60 or older, who reside within Charles County. Services include such things as personal care, respite, homemaker, chore, and limited benefits that fill identified gaps in community-based care while clients wait for long-term benefits. All services are coordinated across agencies to ensure that there is no duplication of effort, and to make the best use of limited funds.

Senior Legal Assistance provides legal advice, counseling, and representation to senior citizens under an annual contract with the Legal Aid Bureau (LAB). LAB personnel devote an average of 12 hours/month to the provision of specific legal services described in the contractual agreement. These hours include at least four community education events during the contract year.

Legal services under Title III are limited to settling the following types of claims: Public Benefit Access, Housing, Consumer Protection, Advocacy for institutionalized persons, and Health Care Advanced Directives.

The Area Agency on Aging (AAA) may also assist seniors with obtaining low-cost or free legal services not covered under its contract with LAB by coordinating services through the State's Senior Legal Hotline and local attorneys.

Access Services include the full scope of services in areas such as Senior Information & Assistance, Community Outreach & Education, Transportation, Assisted Transportation, and support for Senior Centers.

Title III, Part C - Nutrition Services

Charles County Senior Nutrition Programs are responsible for delivery of nutrition services to the elderly through programs supported at the federal, state, and local levels. Staff within the Aging and Senior Programs Division administer the Congregate and Home Delivered Meals programs through the coordination of many partners including: Charles County Public Schools, a large number of community volunteers, and support from the Maryland Department of Aging. Nutritionally balanced menus are written by a Registered Dietician and are required to meet the dietary needs for older adults as described by USDA and State Nutrition Policy guidelines.

With funding provided under Title III, Part C1, the Congregate Meal Program is effective in reducing social isolation and nutritional risk through the provision of nutritionally balanced meals in community settings such as Senior Centers. In compliance with federal grant requirements, the program requests voluntary donations from eligible participants, but may not deny services based upon an individual's willingness or capability to contribute toward the cost of the meal. Meal sites also offer opportunities for seniors to obtain information, access to benefits, nutrition education, physical fitness and health screening.

Community Services

Department:	Community Services	Account:	40 fund
Division\Program:	Aging Services: Federal Grants	Fund:	Spec. Rev.
Program Administrator:	Dina Barclay, Chief of Aging & Senior Programs	Source:	Grant

Funds designated under Title III, Part C2, provide Home Delivered Meals to eligible seniors and their spouses who are homebound and unable to shop for food or prepare nutritious meals for themselves due to increasing frailty. As with Congregate meals, participant contributions toward the cost of the home delivered meals are requested, but not required. Participants receive periodic screening for eligibility redetermination purposes, as well as, to secure additional benefits which facilitate ongoing community-based care.

Title III, Part D - Health Promotion and Disease Prevention

Effective October 1, 2014 the Maryland Department of Aging issued a new program directive (APD 14-14) that restricts the use of Title IIID funds to "highest tier evidence-based programs" which are defined by the US DHHS/Administration for Community Living in its guidance document: <http://www.acl.gov/Programs/CDAP/OPE/ADEPP.aspx>. This policy change was made in an effort to comply with a new Congressional appropriation requirement for programs funded by Title IIID of the Older Americans Act. The Division offers several qualifying programs, so the Division will limit its Title IIID funds to support only these qualifying programs.

Title III, Part E - National Family Caregiver Support Programs (NFCSP)

Funded under Title III, Part E, the NFCSP provides respite and supportive services to family caregivers of persons aged 60+, and to grandparents who are the primary caregivers for young children. The NFCSP provides assistance to caregivers in five designated service categories: Information and Access to caregivers about available services; Care Coordination and Case Management for caregivers; Caregiver Training and Support Groups; Respite Care; and, Supplemental Services to compliment the care provided by caregivers. Unique compared to other Title III grants, this program requires a minimum 25% cash match from non-federal sources.

Title VII, Chapter 3 - Prevention of Elder Abuse, Neglect, and Exploitation

Title VII of the Older Americans Act requires the development of programs aimed at identifying and preventing abuse, neglect, and exploitation of older adults, particularly those who reside in institutional settings. The Long Term Care Ombudsman serves as an advocate for residents in licensed long term care facilities (nursing homes and assisted living), to maintain their legal rights, ensure quality of care, and uphold the highest levels of personal dignity.

The Ombudsman mediates concerns when possible, and forwards regulatory deficiencies to the appropriate State agencies and law enforcement units, as needed. Ombudsmen also encourage the formation of active, resident councils and family councils within long term care facilities. Elder Abuse Prevention programs are jointly funded by the State Ombudsman Initiative grant.

Money Follows the Person (MFP) Rebalancing Demonstration

MFP in Maryland helps people transition from an institution, for example a nursing facility, to community living in an apartment, private home, or small group setting. MFP initiatives increase outreach to individuals in institutions and decrease barriers to transition. New efforts under MFP include peer mentoring, enhanced transition assistance, improved information technology, housing assistance, flexible transition funds, and the addition of waiver services.

Affordable Care Act – Aging and Disability Resource Center: Maryland Access Point (MAP)

MAP is a method of service delivery that enables adults with chronic medical conditions and permanent disabilities to access information and assistance regarding long term care and to receive options counseling and benefits coordination through a single point of entry. This expansion grant will be utilized to achieve specific goals in the MDoA 5-Year Strategic Plan for MAP. A subcontract with the designated disability services provider provides for regularly scheduled on-site options counseling services at designated locations. The grant funds support a designated merit position titled "Home and Community Based Service Manager" to serve as the Charles County MAP Coordinator, and a part-time Program Assistant for the MAP. In FY2015, local agencies had to merge existing senior information and assistance programs under MAP to continue program expansion and strategic objectives. In FY2016 MAP will convert from grant funding to a fee for service program and will be partially subsidized during the transition period through County matching funds. In order to remain eligible for Federal reimbursement funds, a non-federal source of funds must be available to support this program on an ongoing basis after FY2016.

Community Services

Department:	Community Services	Account:	40 fund
Division/Program:	Aging Services: Federal Grants	Fund:	Spec. Rev.
Program Administrator:	Dina Barclay, Chief of Aging & Senior Programs	Source:	Grant

Centers for Medicare and Medicaid Services Programs (CMS)

State Health Insurance Program (SHIP) - SHIP is a federal grant supported program which utilizes staff and trained volunteers to provide information and assistance for the elderly in areas such as: preparing and filing health insurance claims; understanding medical bills; and understanding Medigap and long-term care insurance policies. Individual and community education regarding access to health insurance, Medicare and Medicaid policies, options counseling, and enrollment services are ongoing services provided by both paid staff and volunteers.

Volunteers are also trained to identify other needs and to make appropriate referrals. The volume of SHIP services continues to increase steadily with the continuation of Health Care Reform & Medicare Reform at the Federal level and the changes to Medicare Drug Benefit Programs. Recent changes in SHIP policy at the State level have greatly expanded the target population to include persons of any age who are entitled to Medicare as a result of disability or chronic illness. In FY2015, this program funding will move to the Administration for Community Living (ACL).

Medicare Improvements for Patients and Providers Act (MIPPA) - MIPPA grants have been instrumental in helping disadvantaged seniors regain their economic footing and lead healthy, independent lives through funding to help Medicare beneficiaries and apply for Medicare Part D Extra Help/Low Income Subsidy and Medicare Savings Program. MIPPA grantees work to identify low-income older adults throughout Maryland who may be missing out on these programs, and assist them with applying for them and educate vulnerable seniors about how to use and retain these programs.

The Aging and Senior Programs Division utilize these funds for existing MAP/I&A and SHIP staff to expand awareness about all Medicare and Medicaid programs to older adults residing in rural and geographically isolated areas and to under-served populations within Charles County. This grant is budgeted upon award.

Senior Medicare Patrol (SMP) - Maryland SMP is a health care fraud prevention project administered by the Maryland Department of Aging through the U.S. Department of Health and Human Services and the Administration on Community Living (ACL). The mission of Maryland SMP is to prevent the escalation of health care costs at the national level by developing programs that teach Medicare and Medicaid beneficiaries how to recognize and report health care fraud, waste, abuse, or error, and to assist beneficiaries with resolving fraudulent healthcare bills and claims.

Medicaid Federal Financial Participation (FFP)

States can receive Federal Financial Participation (FFP) from the federal government for costs associated with the "efficient and effective" administration of the Medicaid program. The County will work within an interagency agreement to be a local provider of assistance to Medicaid beneficiaries in applying for Medicaid benefits, review, and service planning and options counseling for Long Term Care.

Positions:	FY12	FY13	FY14	FY15	FY16
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Aging & Senior Programs	0.1	0.1	0.1	0.1	0.1
Aging and Disability Resource Centers (ADRC) Mgr	1.0	1.0	1.0	0.8	1.0
Centers Administrator	0.2	0.2	0.2	0.1	0.1
ADRC. Coordinator	0.0	0.0	0.2	0.2	0.3
Long Term Care Coordinator	0.4	0.4	0.4	0.4	0.2
Nutritionist	0.3	0.3	0.3	0.5	0.2
ADRC Program Specialist	0.3	0.3	0.4	0.4	0.3
Part-time positions	2.3	3.2	2.5	3.2	2.7
Total Full Time Equivalent	4.5	5.3	5.0	5.8	5.0

Objectives & Measurements:

See General Fund - Community Services: Aging & Senior Programs for listing of all Objectives & Measurements regardless of funding source.

Community Services

Department: Community Services Account: 43 fund
Division\Program: Aging Services: State Grants Fund: Spec. Rev.
Program Administrator: Dina Barclay, Chief of Aging & Senior Programs Source: Grant
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$175,138	\$186,291	\$206,217	\$211,888	\$5,671	2.8%
Fringe Benefits	15,897	18,080	26,033	21,780	(4,253)	-16.3%
Operating Costs	128,097	130,293	138,986	141,919	2,933	2.1%
Total Expenditures	\$319,132	\$334,664	\$371,236	\$375,587	\$4,351	1.2%

Changes and Useful Information:

- **Personal Services** were adjusted for the Community Options Waiver Program.
- **Operating Costs** were adjusted to meet current trends.

Description:

The following programs receive state funds through the Maryland Department of Aging:

Senior Information and Assistance (I&A)*

The Senior I&A program serves as a "one stop shop" for senior citizens and their families, and provides community outreach and access to many programs and services which benefit the elderly. The Senior I&A Unit is responsible for the administration of a number of programs and services, including the provision of basic information, coordination of public benefits, referral, and assistance for the elderly and their family members. In addition, Senior I&A maintains and distributes a wide variety of resource materials, provides technical assistance to senior citizen clubs, and conducts community outreach efforts through public and private partner organizations.

Mandated under the Older Americans Act, I&A is considered a "core service" in the community and has experienced a steady increase in call and appointment volume, corresponding with the rapid increase in the County's senior citizen population. Services are provided primarily through senior centers and by phone, with special appointments and home visits available as required. Extensive coordination with churches, the private sector, and community service organizations allow this program to assist low-income senior citizens with a variety of emergency services (e.g. food, fuel, prescriptions) as well as eyeglasses, hearing aids, dental services, and medical equipment in the most efficient manner possible.

**This is still a separate grant but the goals are now integrated into the Maryland Access Point (MAP).*

Senior Assisted Living Group Home Subsidy (SALGS)

The SALGS provides a fixed-rate monthly home fee for eligible persons who reside in small, group-home style assisted living facilities. The subsidy program is also utilized to offset the room and board costs of care for indigent persons who are enrolled in the Medicaid Waiver for Older Adults. Subsidies available to residents in Charles County are extremely limited, based upon annual grant award total.

Senior Care

Senior care is a statewide long-term care service delivery system which coordinates home and community-based care (HCBC) for individuals age 65+ according to their needs. Senior Care is provided through a Joint Care Planning team comprised of staff from Charles County Department of Community Services and the Charles County Department of Health. The purpose of Senior Care is to prevent premature institutionalization of frail elderly who are at risk of nursing home placement, but do not qualify for Medicaid benefits.

All Senior Care clients receive a comprehensive, in-home assessment completed by a registered nurse from the Charles County Department of Health's Adult Evaluation and Review Services (AERS) team. Following the AERS assessment, the Joint Care Planning team develops a plan of care for the client which is designed to link individuals with all suitable and available resources and services. Senior Care funds are utilized as a "last resort" and are distributed to eligible clients based on a priority of need. Persons determined eligible who are not able to be served due to limited grant funds are placed on a priority-ranked wait list. Wait listed persons shall be re-assessed at least annually for both functional and financial eligibility as well as re-ranking.

Community Services

Department:	Community Services	Account:	43 fund
Division\Program:	Aging Services: State Grants	Fund:	Spec. Rev.
Program Administrator:	Dina Barclay, Chief of Aging & Senior Programs	Source:	Grant

Due to substantial, unexpected loss of State funds in FY13, the waitlist in Charles County for this program has increased by nearly 60% since July 1, 2012. In addition, salary of the program manager was negatively affected by the loss of State funds in Charles County. The Division took immediate action steps to operate the program within budget, which included reducing existing client support services and implementing a moratorium on all new assistance. These unfortunate measures will remain in place until State funds are restored or increased. In FY2016, Charles County is expected to receive a small increase in funds that may partially restore previous losses and which will be budgeted upon award.

Guardianship

In lieu of a suitable private guardian of person, the Chief of Aging & Senior Programs, may serve as the court-appointed Public Guardian for persons ages 65 and older who have been declared by Courts to be legally incompetent to make their own decisions.

Designated long-term care staff members serve as case managers and authorized legal representatives to the Public Guardian and may be required to determine appropriate living arrangements, oversee the provision of services or consent to medical treatment for wards under their care. In accordance with the Maryland Estates & Trusts laws, Public Guardianship shall be a last resort. Therefore, the Area Agency on Aging (AAA) shall utilize a portion of its grant funds to engage in activities aimed at avoiding Public Guardianship, as possible.

State Ombudsman

As part of the Maryland Ombudsman Initiative, this program is partially State funded as determined by a formula that is heavily weighted by the number of nursing homes operating within the jurisdiction. The Ombudsman provides professional resident advocacy and complaint resolution services in all licensed long-term care facilities within Charles County. Long-term care facilities include nursing homes, transitional care centers, and licensed Assisted Living programs. With the opening of a new skilled rehabilitation center in the County in late FY2015, Charles County received a small formula driven increase in state funds for FY2016. Once the increase is awarded, the budget will be amended.

This program utilizes trained volunteers and representatives from family and resident councils within each facility to increase the presence of the resident advocate. Cases involving allegations of resident abuse, neglect, or exploitation are investigated jointly with local law enforcement agencies and reported to appropriate State licensing authorities, as outlined in COMAR. Ombudsman services are Federally mandated under the Older Americans' Act (OAA).

Senior Nutrition

In accordance with statewide nutrition programs for the elderly, the County administers a variety of quality nutrition services to senior residents of the County. Programs include: Congregate Meals, Home Delivered Meals, Nutrition Education, Nutritional Risk Assessment, Individualized Nutrition Consultation, and the provision of shelf-stable meals for use in emergency/inclement weather situations. All persons age 60 and older are eligible to participate in Senior Nutrition programs. Spouses and disabled children of eligible seniors may also participate at the Department's discretion. State Nutrition funds are authorized for meals (not operational).

Senior Center Operating Funds (SCOF)

These funds were awarded competitively to Area Agencies on Aging (AAA) for the purpose of enhancing services in Senior Centers throughout the State. This funding resulted in two licensed Master Trainers for the Matter of Balance (MOB) Program. The Master Trainers are able to train lay leaders and coaches to continue offering the program. MOB is designed to reduce fear of falling and increase activity levels among older adults who manifest this concern. The program utilizes a variety of activities to address physical, social and cognitive factors affecting fear of falling and to learn fall prevention strategies. In FY13, SCOF were used to obtain certification for 3 Division staff and to implement a nationally recognized evidence based Chronic Disease Self Management Program (CDSMP) developed by Stanford University School of Medicine. As the CDSMP encourages physical activity, the Division purchased a new commercial grade treadmill for the Indian Head Senior Center with the remainder of SCOF grant dollars in FY13. In FY14 and FY15, SCOF grant funds were utilized to support a Patient Navigator position as a compliment to the health promotion activities offered at the Nanjemoy Community / Senior Center through an Memorandum of Understanding (MOU) with the Charles County Department of Health's Western County Family Medical Center.

Community Services

Department:	Community Services	Account:	43 fund
Division\Program:	Aging Services: State Grants	Fund:	Spec. Rev.
Program Administrator:	Dina Barclay, Chief of Aging & Senior Programs	Source:	Grant

Community Options Waiver

The Community Options Waiver is open to qualified disabled persons of all ages with long term care needs, including children. The purpose of the CO Waiver is to provide long term care via home & community based services to disabled persons who would otherwise warrant placement in a skilled nursing facility. The Waiver allows services that are typically covered by Medicaid only in a nursing facility to be provided to eligible persons in their own homes or in assisted living facilities.

Eligible persons must meet both financial and medical criteria to participate and are periodically reevaluated to determine ongoing eligibility. Administration of the Medicaid Waiver requires comprehensive case management and individualized coordination of community-based care services. Starting in FY12, the MWOA operates as a fee-for-service program, where associated personnel must track allowable case management activities and submit a monthly invoice for billable hours. Approved billable hours are subsequently reimbursed by the State at a fixed rate established by Medicaid and administered by DHMH.

Community First Choice (CFC) is also a new program under the renamed Community Options Waiver. It's fee for service Medicaid, similar to Waiver. The agency is taking an added role in the Medical Assistance Care Program (MAPC). Together these three programs provide a three tiered approach to serving persons with long-term care needs, while re-balancing Maryland's Medicaid Program to greater emphasize home and community based options.

<u>Positions:</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Aging and Disability Resource Centers (ADRC) Coordinator	0.2	0.2	0.0	0.0	0.0
Long Term Care Coordinator	0.2	0.2	0.2	0.2	0.2
Home & Community Based Srvcs Supervisor	1.0	1.0	1.0	1.0	1.0
Long Term Care Program Specialist	0.7	0.7	0.7	0.7	0.7
ADRC Program Specialist	0.1	0.1	0.0	0.0	0.0
Part-time positions	2.5	3.3	2.3	2.2	2.2
Total Full Time Equivalent	4.7	5.5	4.2	4.1	4.0

Objectives & Measurements:

See General Fund - Community Services: Aging & Senior Programs for listing of all Objectives & Measurements regardless of funding source.

Community Services

Department: Community Services Account: 6 Fund
Division\Program: Transportation Fund: Spec. Rev.
Program Administrator: Jeffry Barnett, Chief of Transportation & Community Programs Source: Grant
www.charlescountymd.gov/cs/vango/vango

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$356,159	\$357,700	\$357,700	\$342,600	(\$15,100)	-4.2%
Fringe Benefits	116,216	119,200	119,200	116,000	(3,200)	-2.7%
Operating Costs	5,697,677	6,264,482	6,659,924	7,233,448	573,524	8.6%
Agency Funding	135,672	135,672	135,672	0	(135,672)	-100.0%
Capital Outlay	0	888,000	936,407	1,621,200	684,793	73.1%
Total Expenditures	\$6,305,725	\$7,765,054	\$8,208,903	\$9,313,248	\$1,104,345	13.5%

Changes and Useful Information:

- **Personal Services** and corresponding **Fringe Benefits** were adjusted to reflect current staffing.
- Increase in **Operating Costs** is due to anticipated increased cost of vendor contract for route services and full year implementation of St. Charles route.
- **Agency Funding** decrease is a result of eliminating Prince George's (PG) County as a subrecipient of Maryland Transit Administration (MTA) funding for the fixed route transit links to Brandywine Crossing. The MTA will direct award funds to PG in FY2016.
- **Capital Outlay** is for capitalized preventative maintenance, half of the Phase II Feasibility Study, eleven (11) replacement buses and replacement of two (2) sedans with mini-buses.

Description:

All services defined below are coordinated and combine to form VanGO Transportation.

Public Transportation: VanGO or Rural Public Transportation Program (RPTP)

The Urban program provides the fixed-route services in La Plata and Waldorf. The Rural program provides deviated-fixed route services in Nanjemoy and Newburg, which connect with the other fixed-route services in the county.

Statewide Special Transportation Assistance Program (SSTAP)

Specialized transportation is offered through SSTAP funding to senior citizens and disabled individuals who cannot access the general public transportation. SSTAP services are demand-response and supplement other VanGO services.

Job Access and Department of Social Services (DSS) Transportation

The Job Access program expands VanGO services into the evening hours. Extended evening service is available on the 16 primary routes which serve the Waldorf, La Plata, Indian Head, St. Charles, and Pinefield areas as well as the Charlotte Hall route that connects with St. Mary's Transit. In support of the Department of Social Services' (DSS) welfare reform initiatives, the Department of Community Services (DCS) has entered into a cooperative agreement to provide transportation services to DSS clients receiving job training and education classes as well as transportation to other services related to gaining or maintaining employment. DSS purchases VanGO fare booklets for distribution to clients, who can then access a combination (based on specific client needs) of VanGO public transportation and specialized/demand-response transportation services.

Medical Assistance Transportation

The DCS has administered the Medical Assistance Transportation Grant and services for Charles County Health Department for several years. In FY98, DCS became the subrecipient for Medical Assistance grant funds and not only administers the grant, but consolidated service with other VanGO efforts. In recent years the arrangement has become a contract for services that includes transportation to medical appointments via fixed route and/or door to door demand response service and brokerage of all non emergency ambulance and aerial transports for eligible Medical Assistance recipients.

American Disabilities Act (ADA) Program

Complementary paratransit service is provided through the ADA program for individuals with disabilities who live in fixed-route areas but are unable to access these routes.

Dialysis/Senior Center Plus (SC+) Subscriptions

In combination with SSTAP, the dialysis/SC+ subscription service provides service area routes to the three (3) dialysis centers in Charles County and to the SC+ location.

Transportation - VanGO Capital Grant

Capital grants provide funds for the undertaking of public transportation capital improvement/acquisition projects and therefore are multi-year in nature.

Community Services

Department:	Community Services	Account: 6 Fund
Division\Program:	Transportation	Fund: Spec. Rev.
Program Administrator:	Jeffrey Barnett, Chief of Transportation & Community Programs	Source: Grant

For FY2015, the capital grant funds support preventive maintenance, four (4) replacement vehicles that have exceed their useful life and one expansion bus as well as a half of a Transit Maintenance/ Operations facility feasibility study (Phase II). Unspent grant fund are carried over at the end of each fiscal year. Budget Amendments are executed for the rollover funds. For FY2016, the capital grant funds are for capitalized preventative maintenance, half of the Phase II Feasibility Study, eleven (11) replacement buses and replacement of two (2) sedans with mini-buses.

Positions:	FY12	FY13	FY14	FY15	FY16
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Chief of Transp. & Comm. Programs	0.9	0.9	0.9	0.9	0.9
Trans. Developer Administrator	1.0	1.0	1.0	1.0	1.0
Transportation Services Supervisor	0.0	0.0	0.0	0.0	0.0
Fiscal Specialist	0.2	0.2	0.2	0.2	0.2
Transportation Specialist	2.0	2.0	2.0	2.0	2.0
Total Full Time Equivalent	4.1	4.1	4.1	4.1	4.1

Objectives & Measurements:

See General Fund - Community Services: Transportation and Community Programs for listing of all Objectives & Measurements regardless of funding source.

Department:	Community Services	Account: 13 Fund
Division\Program:	Housing Authority: Community Development Block Grant (CDBG)	Fund: Spec. Rev.
Program Administrator:	Rita Wood, Chief of Housing Authority	Source: Grant
	www.charlescountymd.gov/cs/housing/housing-authority	

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$0	\$0	\$8,260	\$0	(\$8,260)	-100.0%
Operating Costs	294,997	0	295,002	0	(295,002)	-100.0%
Transfers Out	0	0	90,999	0	(90,999)	-100.0%
Total Expenditures	\$294,997	\$0	\$394,261	\$0	(\$394,261)	-100.0%

Changes and Useful Information:

- At the end of each fiscal year, the balance of Block Grant projects are carried over to the next fiscal year as appropriate. Budget Amendments are executed for the rollover funds.

Description:

Community Development Block Grant (CDBG)

The Community Development Block Grant program, designed to assist units of local government with activities directed toward neighborhood and housing revitalization, economic development, and improved community facilities, is authorized under Title I of the Housing and Community Development Act of 1974 and administered by the Maryland Department of Housing & Community Development.

Charles County Government has competed in Community Development Block Grant (CDBG) since 1975 and received awards in 32 of those 40 years for 57 projects and over \$10 million in CDBG funding. Because Charles County is not an entitlement county (one having a population of 200,000 or more), Charles County competes for funding with 134 other non-entitlement jurisdictions in Maryland. The County can apply for a maximum of \$800,000 per State fiscal year which can be divided into several projects during an application cycle.

Community Services' responsibilities include assistance to interested groups or organizations wishing to fund projects; submission to the State of the grant application; program administration; administration of funds and reporting responsibilities.

CDBG HomeBuyer Program

Funds will be used to provide down payment assistance to eligible low and moderate income homebuyers. An estimated 16 households will receive assistance.

CDBG Disaster Recovery

The purpose of the CDBG Disaster Recovery grant is for unmet needs related to identified storm events, targeted to mitigating future risk to people and property related to flooding. Projects include elevation of home within a flooding area and acquisition for demolition of structures within the flood area.

Community Services

Department: Community Services Account: 14 Fund
Division\Program: Housing Authority: Housing Assistance Fund: Spec. Rev.
Program Administrator: Rita Wood, Chief of Housing Authority Source: Grant
www.charlescountymd.gov/cs/housing/housing-choice-voucher-program

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$617,811	\$681,200	\$677,450	\$692,000	\$14,550	2.1%
Fringe Benefits	205,211	229,500	229,500	239,500	10,000	4.4%
Operating Costs	9,969,268	10,488,360	9,749,956	9,626,600	(123,356)	-1.3%
Total Expenditures	\$10,792,291	\$11,399,060	\$10,656,906	\$10,558,100	(\$98,806)	-0.9%

Changes and Useful Information:

- The County administers 840 Housing Choice Vouchers which accounts for the majority of operating costs in the form of rental payments. The decrease in **Operating Costs** is based on reductions in Net Restricted Assets for rents. The budget is adjusted mid-year to accommodate funding award which occurs on a calendar year basis.

Description:

Housing Choice Vouchers

Charles County Government serves as the local Housing Authority for the tenant-based Housing Choice Voucher (HCV) Program. This U.S. Department of Housing and Urban Development (HUD) HCV program allows very-low income persons to choose and lease safe, decent, and affordable rental housing. Some participants may qualify for home purchase through the program as well. Charles County Government serves as the local Housing Authority for this program and approves rental vouchers for low-income county residents.

A rental voucher represents the difference between 30% of the family's adjusted income and the applicable payment standard. During initial lease-up, a family may pay no more than 40% of adjusted income toward housing costs. Any approved rents must be determined reasonable by the Housing Authority. Seventy-five percent of all new admissions to the program must be very-low income (having a household income less than 30% of median).

Reciprocal Agreement

The Reciprocal Agreement allows families to move from jurisdiction to jurisdiction and maintain their housing assistance. Charles County bills the original Housing Authority for payments made on behalf of participants.

Positions:

<u>Title</u>	<u>FY12</u> <u>FTE</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>
Director of Community Services	0.3	0.3	0.3	0.3	0.3
Chief of Housing Authority	0.9	0.9	0.9	0.9	0.9
Housing Program Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspection Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspector	2.0	2.0	2.0	2.0	2.0
Occupancy Specialist	4.0	4.0	4.0	4.0	4.0
Administrative Associate	1.3	1.3	1.0	1.0	1.0
Housing Program Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	11.5	11.5	11.2	11.2	11.2

Objectives & Measurements:

See General Fund -Community Services: Housing Authority for listing of all Objectives & Measurements regardless of funding source.

Community Services

Department: Community Services Account: 15 Fund
Division/Program: Housing Authority: Housing Special Loans Fund: Spec. Rev.
Program Administrator: Rita Wood, Chief of Housing Authority Source: Srvc. Charge
www.charlescountymd.gov/cs/housing/special-loans

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Operating Costs	\$462,062	\$400,000	\$400,000	\$405,000	5,000	1.3%
Total Expenditures	\$462,062	\$400,000	\$400,000	\$405,000	\$5,000	1.3%

Changes and Useful Information:

- **Operating Costs** increase includes funds to cover the cost of housing inspections which the State will no longer absorb. Most of these funds will be recouped during housing settlement.

Description:

State Special Loans improve owner-occupied homes and small rental properties for low and moderate-income families and individuals and promote community redevelopment. They provide comprehensive rehabilitation to improve the basic livability of properties, increase energy conservation, and meet special housing needs such as lead paint abatement and installation of indoor water and sewer facilities. In extreme cases, complete home replacements may be financed through the State Special Loans Program.

Objectives & Measurements:

See General Fund -Community Services: Housing Authority for listing of all Objectives & Measurements regardless of funding source.

Department: Community Services Account: 19 Fund
Division/Program: Housing Authority: Community Development Administration Fund: Spec. Rev.
Program Administrator: Rita Wood, Chief of Housing Authority Source: Grant

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$4,029	\$3,750	\$7,760	\$3,750	(\$4,010)	-51.7%
Operating Costs	118,082	70,250	497,631	36,250	(461,381)	-92.7%
Total Expenditures	\$122,111	\$74,000	\$505,391	\$40,000	(\$465,391)	-92.1%

Changes and Useful Information:

- The FY2016 budget is for the Rental Assistance Program (RAP) only. At the end of each fiscal year, the balance of unspent multi-year federally funded grant projects are carried over to the next fiscal year as appropriate. Budget Amendments are executed for the rollover funds.

Description:

Rental Allowance Program (RAP)

In FY2015, the Rental Allowance Program provided fixed monthly rental allowance payments to approximately seven (7) low-income households that have critical and emergency housing needs. Any given household is limited to twelve (12) months participation in RAP.

Emergency Solutions Grant, Formerly the Emergency Shelter Grant, (ESG) Program

The ESG program provides funding for homeless prevention activities and funding for emergency and transitional homeless shelters that supply supportive services to their clients. Charles County applies for funding on behalf of local sub recipients and administers the grants when received. For FY2015, the local applicants were Robert J. Fuller Transitional House, Catholic Charities of the Archdiocese of Washington, Inc., d.b.a. Angel's Watch Shelter, and LifeStyles of Maryland Foundation, Inc.

Economic Development Initiative (EDI) – Indoor Plumbing

The EDI grant will assist Charles County households without indoor plumbing and/or potable water. The project will provide funding for the planning, design, and installation/rehabilitation of subject homes so that citizens can have these basic amenities. This is a multi-year grant ending 09/30/2017.

Social Services

Department:	State's Attorney, and Circuit Court	Account: 5 Fund
Division/Program:	Child Support/Judicial Grants	Fund: Special Rev.
Program Administrator:	Anthony B. Covington, State's Attorney Amy J. Bragunier, Circuit Court	Source: Grant

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$717,273	\$779,905	\$905,505	\$907,039	\$1,534	0.2%
Fringe Benefits	248,067	363,140	433,451	401,892	(31,559)	-7.3%
Operating Costs	615,109	526,477	1,190,485	738,002	(452,483)	-38.0%
Transfers Out	0		2,778	0	(2,778)	-100.0%
Capital Outlay	103,508	0	17,650	0	(17,650)	-100.0%
Total Expenditures	\$1,683,957	\$1,669,522	\$2,549,869	\$2,046,933	(\$502,936)	-19.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** were adjusted due to the Sheriff's Office partial funding of the Drug Court Clerk and Drug Court Coordinator positions through a grant.
- Reduction in **Operating Costs** is due to one time grants awarded in FY2015 that are not budgeted in FY2016. At the end of each fiscal year, the balance of unspent multi-year federally funded grant projects are carried over to the next fiscal year as appropriate. Budget Amendments are executed for the rollover funds.
- Reduction in **Transfer Out** is due to one-time grant award in FY2015 where a state grant was utilized as match on federal funds.
- Reduction in **Capital Outlay** is due to one time grant awards for capital equipment and security enhancements in FY2015 that are not budgeted in FY2016.

Description:

Child Support - State's Attorney's Office and Circuit Court

Special Family Magistrates are appointed by the Judges of the Circuit Court for Charles County pursuant to Maryland Rule 2-541. Operating pursuant to a cooperative agreement with the MD Department of Human Resources Child Support Enforcement Administration, the Family Magistrates conduct court hearings in Title IV-D cases pertaining to establishing paternity and child support orders, as well as, the modification and enforcement of child and medical support obligations filed by the Charles County Department of Social Services (DSS).

The Child Support Division of the State's Attorney's Office (SAO) operates pursuant to a cooperative agreement with the DSS to provide legal services to establish paternity and child support for the County residents. The handling of the cases also includes the modification of child support, enforcement of other statutory support-related issues, establishment and enforcement of interstate support cases, and appearing before Judges in the cases of civil contempt where the child support arrears exceed \$10,000, as well as, in the cases where the State of Maryland has filed a criminal contempt case against the child support obligor.

In addition, pursuant to the cooperative agreement, the SAO presents cases before the Family Magistrates for civil enforcement of payments under the support orders.

Family Support Services Program (FSSP) - Circuit Court

In 1998 the Maryland Judiciary with generous support from the Maryland General Assembly, provided funding for a Family Support Services Coordinator and a budget for services to families involved in the judicial system. Thereafter, Family Support Services programs have been funded by the State, as approved by the General Assembly, on an annual basis. This grant funding can only be expended for legislatively and judicially approved purposes. The funding is intended to assist the court establish a variety of services and refocus its case management to ensure the thorough and holistic treatment of families. Services to which families are referred include home studies, counseling, parenting classes, substance abuse & mental health evaluations, mediation, co-parenting education, and visitation services.

The goal of the FSSP within the Circuit Court for Charles County is to provide an effective approach for the early resolution of family conflict. Recognizing that the adversarial process can be destructive for families, the program works to expedite family law cases in a manner designed to enable safety and support for all family members, and to minimize the trauma of litigation.

Families are given every opportunity through orders for participation in co-parenting educational programs and alternative dispute resolution programs to make ultimate parenting decisions for themselves. The Family Magistrate and the FSSP Coordinator are trained to understand child development, the needs of the individual within the family unit, and the importance of family issues. Several staff members are also trained in Domestic Mediation and Conflict Resolution.

Social Services

Department:	State's Attorney, and Circuit Court	Account:	5 Fund
Division/Program:	Child Support/Judicial Grants	Fund:	Special Rev.
Program Administrator:	Anthony B. Covington, State's Attorney Amy J. Bragunier, Circuit Court	Source:	Grant

In FY2010, the Department of Family Administration awarded funding to sustain the Child Dependency Mediation Program. Child dependency mediation is a strategy for more efficient and effective placement for children who have been removed from their home due to neglect and abuse. Child dependency mediation is a dispute resolution process in which specially trained mediators assist disputing parties in reaching a mutually acceptable solution to the issues surrounding care and placement of children in the care and custody of the Department of Social Services.

The main goal of the Child Dependency Mediation Program is to assist children in finding a permanent solution to their home situation within twelve months. Other goals include shared ownership and development of case plans, reduction of the time from removal to permanency, reduction in the number of court hearings, and increased satisfaction of all disputing parties.

Office of Problem Solving Courts Discretionary Grant (OPSCDG)

The OPSCDG is a state funded program that assists problem solving courts to develop and maintain a judicially led collaborative therapeutic system for individuals arrested in Maryland for alcohol or drug related crimes. Grant funding may be used to support Judiciary staff as assigned to problem solving courts, contracts and contractual employees, and any eligible ancillary services that will be utilized by and for the betterment of the community members served by this court program. In Charles County this grant supports both the Juvenile Drug Court and the Family Recovery Court. In FY2016, grant funds are designated for to partially support a full-time Drug Court Coordinator who oversees both the Juvenile Drug and Family Recovery Courts, the Family Resource Specialist who works with FRC clients, and services to both courts.

The **Juvenile Drug Court (JDC)** is a post-adjudication program offering alternative sentencing for youth involved with the juvenile justice system who are identified with alcohol and/or other drug use. It is a unique, community-based approach that builds strong community partnerships, promotes accountability of the youth, develops life skills, and enhances the capacity of the partner-providers to assist in the rehabilitation of substance-abusing youth. The program is designed to promote youth and family wellness, sobriety, and community safety while providing a more effective use of public resources. A healthier and safer lifestyle for youths and their families is the overall program objective. In 2015, the Charles County Juvenile Drug Court celebrated its ninth year of operation. Since its inception, fifty-two juveniles have successfully completed and graduated from the program. The JDC expands from a daily census of 15 clients to a maximum daily census of 25 clients.

The JDC program provides intensive judicial intervention and supervision of juveniles and families involved in substance abuse (a level of intervention not generally available through the traditional juvenile court process). The program has four individualized phases. Depending on the progress of each youth, graduation from the program could take 10 to 20 months.

Planning for the Charles County **Family Recovery Court (FRC)** began in March 2008 with a meeting of County stakeholders and representatives from the Maryland Judiciary's Office of Problem-Solving Courts. Parents with substance abuse issues who are under the jurisdiction of the court through a Child In Need of Assistance (CINA) case, Termination of Parental Rights (TPR) case, or domestic relations custody case are eligible for the program. The mission of the Charles County FRC is to build strong and healthy families by offering timely, intensive treatment and support for parents with substance abuse problems that prevent them from providing safe and appropriate care for their children. The FRC utilizes a holistic approach to support parents and families, with consistent monitoring, intensive treatment, ancillary services, and collaborative community efforts.

Implementation of the program took place on January 7, 2011. Court sessions are scheduled bimonthly for a total of twenty-four sessions held in each calendar year. Since its inception, thirteen clients have successfully completed and graduated from the program.

Department of Justice - Drug Court Discretionary Grant Program

Family Recovery Court (FRC)

The FRC program was funded under this program in October 2010. This grant provided for a full-time Family Resource Specialist, staff training, family treatment providers, parenting classes, educational and vocational instruction, transportation, child care, and law enforcement officer overtime. This multi-year grant is for the period of 10/01/10-06/30/15.

Juvenile Drug Court (JDC)

The JDC program was awarded funding under this program to enhance and expand services for referred participants to include Level I treatment and enhancements that address issues of treatment initiation, retention, and effective recovery linkage. The program will increase capacity to 35. Funds will be utilized for a Level I Counselor; Court-based Case Manager; Drug Court Clerk; expansion of access to family therapy, treatment, recovery support and care management services; Adolescent-Community Reinforcement Approach (A-CRA) intervention-based clinical care for family members and natural supports of clients; pro-social activities; client transportation; office supplies; conference attendance and local travel; and educational and healthy living courses. This multi-year grant is for the period of 10/01/14-09/30/17.

Social Services

Department:	State's Attorney, and Circuit Court	Account:	5 Fund
Division\Program:	Child Support/Judicial Grants	Fund:	Special Rev.
Program Administrator:	Anthony B. Covington, State's Attorney Amy J. Bragunier, Circuit Court	Source:	Grant

Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Juvenile Drug Court

This grant program provides funds for Charles County Sheriff's Office (CCSO) overtime for curfew checks and treatment fees assistance as well as 1/2 of the cost of Drug Court Clerk and travel expense relative to training.

State Court Improvement Program - Foster Care Court Improvement Project - Parents of Child In Need of Assistance Support Group

This grant supported an increase and improvement to the services for families involved in Child in Need of Assistance (CINA) Cases. The Court believes that by providing intensive supportive services to parents and children it will lead to an earlier achievement of the reunification goal and assist in the permanency of their children. Funds were used for referrals of ~ 10 families to the NOVO in-Home Parenting Program.

Courthouse Security Grants - Charles Co. Circuit Court Security Enhancement Project

State funds under the Courthouse Security Grant were awarded to the County for much needed enhancements to Charles County Circuit Court's security system. The project goals are to increase the ability to minimize the effect of exterior threats to courthouse security; secure private offices whose access is not currently restricted by a card access reader; and increase the capacity to react effectively and expeditiously to security and emergency incidents. Funds were used to install additional bullet resistant glass to the windows surrounding the security desk and to purchase and install four (4) card access readers to unsecured doors located in the Clerk's office.

Circuit Court Alternative Dispute Resolution (ADR) Small Project Grant

The mission of the Charles County Alternative Resolution (ADR) Program is to provide a fair and efficient forum to resolve civil non-domestic, domestic, and child welfare cases, with the goal of empowering litigants to work together in an attempt to reach agreements or a common ground. Grant funds provide for education of facilitators and mediators conducting settlement conferences for the Circuit Court's ADR Program.

Juvenile Accountability Block Grants - Juvenile Drug Court (JDC)

Charles County received a Juvenile Accountability Block Grants for the enhancement of the JDC for a court based substance abuse assessor, consistent monitoring of drug use through drug testing supplies/equipment, and transportation services for program participants.

Substance Abuse and Mental Health Services Administration Projects of Regional and National Significance (SAMHSA)

Family Recovery Court

This multi-year grant funding provides for service gaps within the Family Recovery Court. Funds provide for the program's Family Resource Specialist salary and fringe benefits for one-year; a court based substance abuse/mental health assessor; inpatient and long-term substance abuse treatment beds designated for Family Recovery Court participants; slots for medication assisted treatment; mental health therapies with psychiatrists for medication management; a mental health therapist; intervention training for family members; a Recovery Coach; incentives for participants; and lab based drug testing for confirmation and designer drugs. Grant period ends 09/29/2015.

Juvenile Drug Court

This multi-year grant funding provides for expansion and enhancement of the Juvenile Drug Court Program. This funding allows for the inclusion of individuals recommended for Level I substance abuse treatment or higher. The project proposes to comprehensively serve 105 persons across the project period with an array of comprehensive treatment and recovery support services. Funds will provide for a Case Manager; community supervision through the CCSO; contractual services for a Court-based Assessor, Level I Counselor, and Youth Interventionist; NADCP conference attendance; office equipment and supplies; drug testing equipment; Functional Family Therapy; treatment services; substance abuse and mental health therapy; Adolescent-Community Reinforcement Approach (A-CRA); lab testing; client transportation; resource materials and incentives; and a contractual evaluation of the program. Grant period ends 09/29/2017.

Social Services

Department:	State's Attorney, and Circuit Court	Account: 5 Fund
Division/Program:	Child Support/Judicial Grants	Fund: Special Rev.
Program Administrator:	Anthony B. Covington, State's Attorney Amy J. Bragunier, Circuit Court	Source: Grant

Positions:	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
STATE'S ATTORNEY OFFICE					
Assistant State's Attorney	1.8	1.8	1.8	1.8	1.8
Legal Specialist	6.0	6.0	6.0	6.0	6.0
Administrative Associate	0.0	0.0	0.0	1.0	1.0
Computer Technician	0.8	0.8	0.6	0.0	0.0
Part Time	0.0	0.0	0.0	0.6	0.6
Total State's Attorney Office	8.6	8.6	8.4	9.4	9.4
CIRCUIT COURT					
Drug Court Coordinator	1.0	1.0	0.8	1.0	0.8
Family Services Director	1.0	1.0	1.0	1.0	1.0
Family Resource Specialist	1.0	1.0	1.0	1.0	1.0
Drug Court Clerk	0.0	0.0	0.1	0.8	0.3
Secretary	1.0	1.0	1.0	1.0	1.0
Case Manager	1.0	1.0	1.0	1.0	1.0
Juvenile Drug Court Case Manager	0.0	0.0	0.0	0.0	1.0
Courtroom Clerk	2.0	2.0	2.0	2.0	2.0
Part Time	0.0	0.5	0.4	0.0	0.0
Total Circuit Court	7.0	7.5	7.2	7.8	8.0
Total Full time Equivalent	15.6	16.1	15.7	17.2	17.4

Objectives & Measurements:	FY12	FY13	FY14	FY15	FY16
	Actual	Actual	Actual	Projected	Estimated
Child Support					
<u>State's Attorney's Office</u>					
<i>Objective: Establishment and enforcement of paternity and support orders.</i>					
# of children / paternity will be established	530	431	*	*	*
# of cases in which support obligations will be established	739	557	*	*	*
# of cases in which child support and medical support obligations will be enforced	2,219	2,022	*	*	*
# of cases in which child support and medical support obligations will be modified	872	685	*	*	*
FFY2014 Forward - % to be dispositioned for cases scheduled			75%	95%	95%
<u>Master's Office</u>					
<i>Objective: Establishment and enforcement of paternity and support orders.</i>					
# of hearing to be held to establish paternity	370	393	*	*	*
# of hearings to be held to establish child and medical support obligations	454	531	*	*	*
# of hearings to be held to enforce child and medical support obligations	1,785	1,648	*	*	*
# of hearings to be held to modify child support orders	572	632	*	*	*
FFY2014 Forward - % to be dispositioned for cases scheduled			95%	95%	95%

*No longer required as a grant deliverable. Were replaced by % to be dispositioned for cases schedule.

Social Services

Department:	Community Services	Account:	46 Fund
Division\Program:	Charles County Advocacy Council for Children, Youth, & Families	Fund:	Special Rev.
Program Administrator:	Jeffry Barnett, Chief of Transportation & Community Programs	Source:	Grant
www.charlescountymd.gov/cs/transportation/local-management-board			

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$99,242	\$117,486	\$117,734	\$122,834	\$5,100	4.3%
Fringe Benefits	22,318	25,533	25,533	40,872	15,339	60.1%
Operating Costs	13,085	14,756	33,464	10,784	(22,680)	-67.8%
Agency Funding	1,060,742	1,105,436	1,132,967	1,066,423	(66,544)	-5.9%
Capital Outlay	19,398	0	8	0	(8)	-100.0%
Total Expenditures	\$1,214,784	\$1,263,211	\$1,309,706	\$1,240,913	(\$68,793)	-5.3%

Changes and Useful Information:

- FY2016 Agency Funding was adjusted to equal anticipated program funding.

Description:

The Charles County Advocacy Council for Children, Youth, and Families (CCACCYF), the County's Local Management Board (LMB), plans, manages, and evaluates services to families and children. The CCACCYF is responsible for developing a comprehensive array of human services for all of Charles County's children, youth, and families as well as monitoring and evaluating contracts for services, outcomes and results provided by the county and private human services.

Except for advocacy and information & referral services, the CCACCYF does not provide human services directly, but contracts with public and private agencies to provide a variety of services for which the CCACCYF has received funding. It also provides technical assistance to interested human service agencies to help them incorporate best practices in their ongoing work and to evaluate the results achieved.

Positions:

<u>Title</u>	<u>FY12</u> <u>FTE</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>
Chief of Transp. & Comm. Programs	0.1	0.1	0.1	0.1	0.1
CCACCYF Coordinator	1.0	1.0	1.0	1.0	1.0
Fiscal Specialist	0.3	0.3	0.3	0.3	0.3
LMB Program Specialist	0.8	0.8	0.8	0.8	0.8
Total Full Time Equivalent	2.1	2.1	2.1	2.1	2.1

Objectives & Measurements:

<u>Objective: In accordance with the CCACCYF Strategic Plan, continually monitor progress in implementing developed programs.</u>	<u>FY12</u> <u>Actual</u>	<u>FY13</u> <u>Actual</u>	<u>FY14</u> <u>Actual</u>	<u>FY15</u> <u>Projected</u>	<u>FY16</u> <u>Estimated</u>
Grant/funding applications submitted	4	5	5	5	5
Grant/funding applications approved	4	5	5	5	5
Vendor contracts executed	9	9	9	9	9
Program improvement plans reviewed	*NA	NA*	2	2	2

**No programs required an improvement plan*

Planning and Growth Management

Department: Planning and Growth Management Account: 23.07.19
Division\Program: Planning/Agricultural Preservation Fund: Special Rev.
Program Administrator: Charles Rice, Environmental Review Program Manager Source: Prop. Tax
www.charlescountymd.gov/pgm/planning/planning

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$94,497	\$3,000	\$3,000	\$3,000	\$0	0.0%
Fringe Benefits	26,693	0	0	0	0	N/A
Operating Costs	1,030	1,200	1,228,410	1,200	(1,227,210)	-99.9%
Total Expenditures	\$122,220	\$4,200	\$1,231,410	\$4,200	(\$1,227,210)	-99.7%

Changes and Useful Information:

- **Operating Costs** decreased due to award of Tobacco Land Preservation Funds in FY2015. Funds are not budgeted until award. Therefore, land purchase budgets are established during the fiscal year with a budget amendment.

Description:

The Maryland Agricultural Land Preservation Foundation (MALPF) was established by the Maryland General Assembly in 1977 and is part of the Maryland Department of Agriculture. The Foundation works with local governments to purchase agricultural preservation easements that forever restrict development on prime farmland and woodland.

Funds to purchase easements are derived from an agricultural transfer tax paid when agricultural land is sold for nonagricultural use. Additional funds are provided by local governments and are used to leverage funding from the State. Funding for this Program helps to preserve the agriculture economy, rural character and other associated natural resources, which is a major goal of Charles County's Comprehensive Plan.

Tobacco Land Preservation Funds

Starting in FY2015, additional funding from the MALPF passes through the Southern MD Agriculture Development Commission to the Tri-County Council for Southern Maryland (TCCSM) for all three counties. The TCCSM, then passes those funds down to each respective county in Southern Maryland. Charles County will utilize these funds to purchase conservation easements on rural lands to support the continued transition to new agricultural enterprises in the wake of the tobacco buy-out.

Positions:

Title	FY12 FTE	FY13 FTE	FY14 FTE	FY15 FTE	FY16 FTE
Agricultural Planner IV	0.8	0.8	1.0	0.0	0.0
Total Full Time Equivalent	0.8	0.8	1.0	0.0	0.0

Department: Planning and Growth Management Accounts: 3 Fund
Division\Program: Codes, Permits & Inspection Services\Inspections & Enforcement- Nuisance Abatement Program Fund: Special Rev.
Source: Srv. Charge
Program Administrator: Frank Ward, Chief of Codes, Permits, and Inspection Services
www.charlescountymd.gov/pgm/cpis/inspections

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Operating Costs	\$60,248	\$100,000	\$140,000	\$140,000	\$0	0.0%
Total Expenditures	\$60,248	\$100,000	\$140,000	\$140,000	\$0	0.0%

Changes and Useful Information:

- In FY2015 there was an increase due to demand for nuisance abatement by the Nuisance & Abatement Board as well as fire cases. Expenses are for, but not limited to, demolition project costs related to fire, structural and safety repairs to be made on buildings, and/or property cleanup as determined by the Board. This same trend is anticipated for FY2016.

Description:

Nuisance Abatement Fund

The Nuisance Abatement Fund is required to implement Charles County efforts to correct violations of Building Code, Nuisance Code or Zoning Ordinance. In those cases where the property owner has not met the requirements of a Court Order or Nuisance Abatement Hearing Board Order, County Code has provisions for the County to clean-up the property and abate the Code violations at the cost to the property owner. Clean & Lien provisions have been included in appropriate County regulations in order for the required costs to abate the found violations to be affixed on the violators property tax bill as a lien. The account enables the County to hire qualified contractors to abate the eyesore properties in those cases where violators have not met their legally required responsibility prior to payments being finalized by the violators.

Planning and Growth Management

Department:	Planning and Growth Management	Accounts: 4 Fund
Division\Program:	Planning Grants	Fund: Special Rev.
Program Administrator:	Steven Ball, Planning Director	Source: Grant

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Personal Services	\$6,802	\$5,430	\$6,668	\$5,430	(\$1,238)	-18.6%
Fringe Benefits	2,198	3,570	2,332	3,570	1,238	53.1%
Operating Costs	50,438	0	201,863	0	(201,863)	-100.0%
Capital Outlay	0	0	0	0	0	N/A
Total Expenditures	\$59,438	\$9,000	\$210,863	\$9,000	(\$201,863)	-95.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** changes are due to personnel assigned to the Charles County Critical Area Program and their associated benefits selection. The budget is amended during the fiscal year to reflect actual hours worked.
- **Operating Costs** decrease is due to the grant awards in FY2015 which are not budgeted in FY2016. At the end of each fiscal year, the balance of unspent multi-year federally funded grant projects are carried over to the next fiscal year as appropriate. Budget Amendments are executed for the rollover funds.

Description:

Charles County Critical Area Program

www.charlescountymd.gov/pgm/planning/chesapeake-bay-critical-area-program

This State mandated program is partially funded by the Chesapeake Bay Critical Area Commission. The law governing the Program requires that development projects within 1,000 feet of the tidal influence of the Chesapeake Bay meet standards designed to mitigate adverse effects on water quality, fish, plant and wildlife habitat. The County reviews development projects located in the Critical Area to ensure compliance with the program.

Staff also reviews, updates, and incorporates new legislation into the zoning ordinance, subdivision regulations, and Comprehensive Plan. This may include enforcement of local Critical Area regulations by performing site visits, responding to complaints, issuing citations, "Stop Work" orders, and following up on mitigation and remediation efforts. The County also uses these funds to educate the public and provide general assistance to property owners.

Community Economic Adjustment Assistance for Compatible Use and Joint Land Use Studies

This multi-year grant will fund the preparation of a Joint Land Use Study for the Naval Support Facility Indian Head. The study is a cooperative land use planning effort between Charles County, Town of Indian Head, and NSF Indian Head to identify land use compatibility issues confronting the civilian community and the naval base, and to recommend strategies to address the issues in the context of the County's Comprehensive Plan and general zoning. The Study is intended to protect and preserve military readiness and defense capabilities while supporting continued community economic development and protecting the public health, safety and welfare of the community. Funds provide for a consultant, advertising, and printing and distribution of public outreach materials.

War of 1812 Mini-Grant Program

Funds were awarded to support speaker fees and associated costs to host a commemorative event in Benedict in the summer of 2014. The event is an opportunity for the community to learn about and appreciate the role that Benedict played in the regional state and national events that shaped our Country. This grant closed on 02/17/15.

Historic Preservation Fund Grants-In-Aid

This grant project funds an archeological consultant to review and comment on preliminary subdivision plans in accordance with Section 55 of the Charles County Subdivision Code and Article XXXI of the Charles County Zoning Ordinance.

Positions:

<u>Title</u>	<u>FY12</u> <u>FTE</u>	<u>FY13</u> <u>FTE</u>	<u>FY14</u> <u>FTE</u>	<u>FY15</u> <u>FTE</u>	<u>FY16</u> <u>FTE</u>
Planners Hours	0.2	0.1	0.1	0.1	0.1
Total Full Time Equivalent	0.2	0.1	0.1	0.1	0.1

Economic Development

Department: Administrative Services Account: 39 Fund
Division\Program: Tourism Fund: Special Rev.
Program Administrator: Tim Morgan, Chief of Tourism & Special Events Source: Grant
www.charlescountymd.gov/coadmin/tourism/tourism-office

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Operating Costs	\$34,734	\$34,734	\$36,320	\$34,734	(\$1,586)	-4.4%
Total Expenditures	\$34,734	\$34,734	\$36,320	\$34,734	(\$1,586)	-4.4%

Changes and Useful Information:

- **Operating Costs** is for the MD Office of Tourism Development - County Cooperative Grants Program.

Description:

MD Office of Tourism Development - County Cooperative Grants Program

The purpose of this grant is to develop and promote the State's tourism and travel industries and encourage, assist, and coordinate the tourism activities of local and regional promotional organizations. Money is spent on tourism advertising, written and graphic materials, cooperative and matching promotional programs, and other tourism and developmental and promotional activities. The grant amount is determined based upon the County's prior year allowable expenditures, prior year Comptroller-determined tourism tax revenues generated in their jurisdiction and on prior year growth of Comptroller-determined tourism tax revenues over same tax revenues collected two years prior. (These revenues reflect both the tax codes determined by the Comptroller and the formula utilized by the Comptroller.) Grant funds may only be used in the manner set forth in the County's Destination Marketing Organization Grant Marketing Plan.

Positions:

	FY12	FY13	FY14	FY15	FY16
Title	FTE	FTE	FTE	FTE	FTE
Part Time	3.2	0.0	0.0	0.0	0.0
Total Full Time Equivalent	3.2	0.0	0.0	0.0	0.0

Department: Economic Development Account: 09 Fund
Division\Program: Economic Development Loan Programs Fund: Special Rev.
Program Administrator: Darrell Brown, Director of Economic Development Source: Grant
www.meetcharlescounty.com

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2015 Amended	FY2016 Adopted	\$ Change FY2015 Amended	% Chg.
Operating Costs	\$0	\$0	\$961,570	\$500,000	(\$461,570)	-48.0%
Total Expenditures	\$0	\$0	\$961,570	\$500,000	(\$461,570)	-48.0%

Changes and Useful Information:

- Decrease in **Operating Costs** is due to one time budget amendment in FY2015 to establish the Disadvantaged Business Loan Program through funds that were originally within the general fund. Any unspent funds can be carried over to FY2016 after fiscal year end.

Description:

Targeted Industries Incentive Loan Fund

The purpose of this grant through the MD Department of Business and Economic Development is to serve as gap financing for businesses looking to expand or relocate into the County resulting in additional job creation. Eligible firms must be an established company, have at least 50% of project financing in hand at the time of financial request, and qualify as an identified targeted industry. All loans will be supported by an economic impact analysis. Ultimately, the program will be a self-sustaining Revolving Loan Fund.

Disadvantaged Business Loan Program

The intent of this fund is to help businesses grow or enhance their productivity or profitability. The applicant's primary business location must be in Charles County, must also qualify as a disadvantaged business either as a Minority, Women, or Veteran owned business enterprise, and meet the criteria of a Small Local Business Enterprise Program. Loan proceeds can be utilized as working capital, for inventory, staffing, and/or purchase of new or used equipment/machinery with the maximum loan value at \$35,000. The program is not intended to replace commercial bank financing for borrowers who are able to secure bank loans.

<http://www.meetcharlescounty.com/businesssupport/disadvantaged-business-loan-program/>

Debt Service Fund

Fund Description:

The Debt Service Fund is used to account for the annual payment of long-term debt (bond issues) which have a specific or legally binding revenue source. This revenue source is dedicated to the retirement of the principal outstanding on long-term debt and the annual interest expense. Charles County utilizes this fund to account for bonds issued on behalf of a local nursing home, a local hospital, a children learning center at the College of Southern Maryland, developer infrastructure bonds, new school construction bonds, and construction for the Southern Maryland Stadium and Entertainment Complex.

Long-term note receivables provide the County with a funding source for the nursing home, hospital, developer, and college bond issues. The Nursing Home pre-paid their note in FY2010 and fund balance will be used to make debt service payments until these bonds are paid in full in FY2021. The County's Excise Tax is used to finance the debt service for bond issues sold for school construction. If needed, additional funds are transferred from the Capital Project Fund and/or General Fund.

	FY14 Actual	FY15 Budget	FY16 Budget	\$ Change from FY14	% Change
<i>University of Maryland Charles Regional Medical Center</i>					
Revenues: Interest Income	\$248,258	\$189,800	\$146,200	(\$43,600)	-23.0%
Miscellaneous	998,976	915,900	833,200	(82,700)	-9.0%
Total Revenues	\$1,247,234	\$1,105,700	\$979,400	(\$126,300)	-11.4%
Expenses: Debt Service	\$1,108,543	\$1,105,700	\$979,400	(\$126,300)	-11.4%
Variance	\$138,691	\$0	\$0	\$0	

Nursing Home

Revenues:

Fund Balance Appropriation	\$0	\$137,300	\$91,500	(\$45,800)	-33.4%
Total Revenues	\$0	\$137,300	\$91,500	(\$45,800)	-33.4%
Expenses: Debt Service	\$139,575	\$137,300	\$91,500	(\$45,800)	-33.4%
Variance	(\$139,575)	\$0	\$0	\$0	

Southern Maryland Stadium & Entertainment Complex

Revenues: Interest Income	\$429,906	\$318,200	\$0	(\$318,200)	N/A
Miscellaneous	1,233,094	564,100	0	(564,100)	N/A
Total Operating Revenue	\$1,663,000	\$882,300	\$0	(\$882,300)	N/A
Fund Balance Appropriation	0	0	805,300	805,300	N/A
Total Revenues	\$1,663,000	\$882,300	\$805,300	(\$77,000)	-8.7%
Expenses: Debt Service	\$886,201	\$882,300	\$805,300	(\$77,000)	-8.7%
Variance	\$776,799	\$0	\$0	\$0	

Debt Service Fund

	FY14 Actual	FY15 Budget	FY16 Budget	\$ Change from FY14	% Change
<i>School Construction Excise Tax</i>					
Revenues: Interest Income	\$1,122,616	\$1,206,200	\$1,198,000	(\$8,200)	-0.7%
Miscellaneous	9,363,263	11,235,900	8,145,200	(3,090,700)	-27.5%
Total Operating Revenue	\$10,485,880	\$12,442,100	\$9,343,200	(\$3,098,900)	-24.9%
General Fund Transfer (Bond Premium)	0	651,000	0	(651,000)	N/A
Total Revenues	\$10,485,880	\$13,093,100	\$9,343,200	(\$3,749,900)	-28.6%
Expenses: Debt Service	\$11,340,594	\$8,540,200	\$8,803,100	\$262,900	3.1%
Contingency	0	4,552,900	540,100	(4,012,800)	-88.1%
Total Expenses	\$11,340,594	\$13,093,100	\$9,343,200	(\$3,749,900)	-28.6%
Variance	(\$854,714)	\$0	\$0	\$0	
<i>College of Southern Maryland (Children Learning Center)</i>					
Revenues: Interest Income	\$18,287	\$18,000	\$14,700	(\$3,300)	-18.3%
Miscellaneous	68,504	73,100	58,700	(14,400)	-19.7%
Total Revenues	\$86,791	\$91,100	\$73,400	(\$17,700)	-19.4%
Expenses: Debt Service	\$89,837	\$91,100	\$73,400	(\$17,700)	-19.4%
Variance	(\$3,046)	\$0	\$0	\$0	
<i>The St. Charles Companies</i>					
Revenues: Interest Income	\$1,284,464	\$1,193,800	\$1,032,800	(\$161,000)	-13.5%
Miscellaneous	2,792,375	2,673,000	2,876,300	203,300	7.6%
Total Revenues	\$4,076,839	\$3,866,800	\$3,909,100	\$42,300	1.1%
Expenses: Debt Service	\$3,805,164	\$3,866,800	\$3,909,100	\$42,300	1.1%
Variance	\$271,675	\$0	\$0	\$0	
<i>Miscellaneous</i>					
Revenues: Interest Income	\$292	\$0	\$0	\$0	N/A
Miscellaneous	454	0	0	0	N/A
Total Revenues	\$746	\$0	\$0	\$0	N/A
Expenses: Debt Service	\$0	\$0	\$0	\$0	N/A
Variance	\$746	\$0	\$0	\$0	
TOTAL DEBT SERVICE FUND					
Total Revenues	\$17,560,490	\$19,176,300	\$15,201,900	(\$3,974,400)	-20.7%
Total Expenses	\$17,369,915	\$19,176,300	\$15,201,900	(\$3,974,400)	-20.7%
Variance	\$190,575	\$0	\$0	\$0	

Personnel

PERSONNEL/SERVICE LEVEL CHANGES

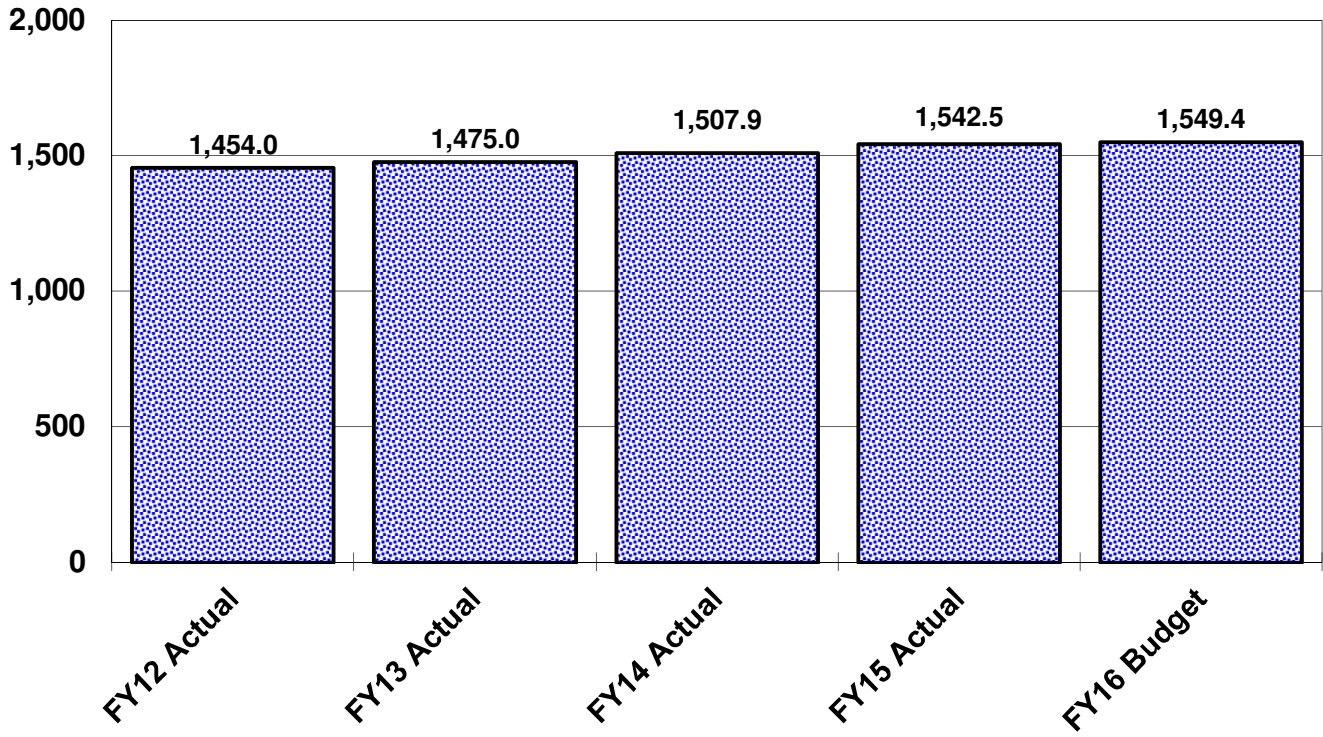
The following graph presents the personnel history for Charles County Government from Fiscal Year 2012 through Fiscal Year 2016. A detail personnel listing by department/division follows. The personnel list is based on the number of full time and part time positions. Positions working less than full time have been converted to full time equivalents based on the number of hours worked. The information includes all county government departments that either currently follow or previously have followed the County Commissioner's personnel policy such as: Community Services, County Administrator's Office, County Commissioner's Office, Economic Development, Emergency Services, Fiscal and Administrative Services, Human Resources, Planning and Growth Management, and Public Works. Information presented also includes county agencies which follow their own form of personnel policies, such as: Sheriff's Office, State's Attorney's Office, Circuit Court, and Soil Conservation. Agencies such as the Charles County Board of Education, Public Library, College of Southern Maryland, Health Department, Election Board and Department of Social Services are not included since these organizations make decisions independent of the county regarding personnel.

Starting in Fiscal Year 2012, the authorized strength began to increase in order to improve service levels in targeted areas of county government such as Public Safety. The authorized strength has risen by 95.4 full time equivalent positions since the end of Fiscal Year 2012.

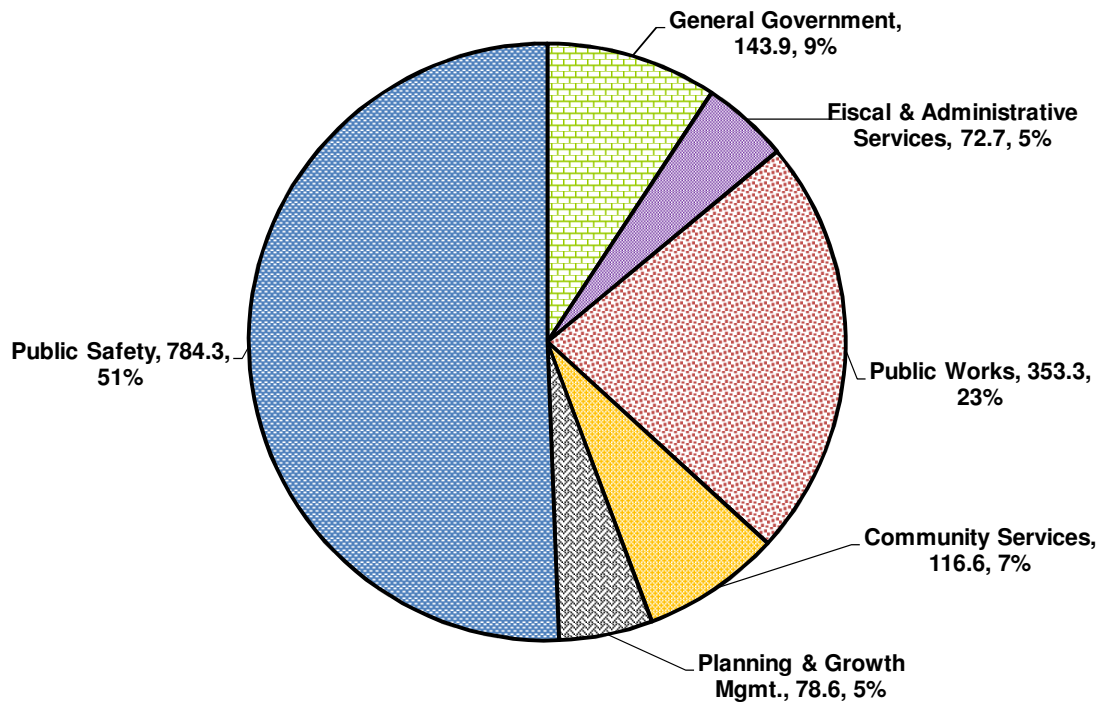
The Fiscal Year 2016 authorized strength for all departments is 1,549.4 full time equivalent positions. Compared to the previous fiscal year the authorized strength increased by a net full time equivalency of 6.9. New positions were added in Fiscal Year 2016 as follows:

- Four positions were added to Public Works – Utilities. One position will perform management and supervisory duties to assist superintendents in operating the department's environmental facilities. A second position will assist with and administer the Laboratory Information Management System. The remaining two positions will find and eliminate infiltration and inflow from the sewer system.
- A Solid Waste Worker was added to Public Works - Facilities to operate the new satellite mulching yard on Piney Church Road.
- In the Cable TV / I-Net Fund an I.T. Security Specialist position was approved to address the growing cyber security threat from various entities that may threaten Charles County Government.
- An additional Utilities Billing Specialist was approved in order to keep up with demand for the Department of Fiscal and Administrative Services, Water and Sewer Billing Division.
- A new Juvenile Drug Court Case Manager position was approved for Circuit Court to oversee the non-clinical case management component of the Juvenile Drug Court and to assist the Drug Court Coordinator with any other drug duties as needed. This position will be grant funded.

TOTAL PERSONNEL



FY16 PERSONNEL BY FUNCTION



CHARLES COUNTY GOVERNMENT

PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY12 YEAR END	FY13 YEAR END	FY14 YEAR END	FY15 YEAR END	FY16 APPROVED
TOTAL PERSONNEL					
Total Full Time Personnel	1,297.5	1,314.1	1,348.3	1,377.4	1,386.9
Total Part Time Personnel	156.4	160.9	159.6	165.1	162.5
TOTAL PERSONNEL	1,454.0	1,475.0	1,507.9	1,542.5	1,549.4

COUNTY DEPARTMENTS

COMMUNITY SERVICES

Administration	4.0	5.0	5.0	5.5	5.5
Aging and Senior Programs	31.4	34.0	31.7	32.5	31.9
Housing Authority	14.7	14.7	14.7	14.7	14.7
Recreation	54.8	54.6	54.6	57.3	57.1
Transportation & Community Programs	7.2	7.2	7.2	7.2	7.3
	112.1	115.6	113.3	117.2	116.6

COUNTY ADMINISTRATOR'S OFFICE

County Administrator	3.0	3.0	4.0	5.0	5.0
Security	2.9	2.9	2.9	2.9	2.9
Safety	1.0	1.0	1.0	1.0	1.0
Media	5.5	5.8	6.5	8.3	8.3
Tourism	5.2	6.2	8.5	8.5	8.5
	17.6	19.0	22.9	25.7	25.7

COUNTY COMMISSIONER'S OFFICE

County Commissioners	5.0	5.0	5.0	5.0	5.0
Commissioner Office Administration	6.6	6.6	6.6	6.6	6.6
County Attorney's Office	9.0	9.6	9.6	9.6	9.6
	20.6	21.3	21.3	21.3	21.3

ECONOMIC DEVELOPMENT

Business Development	5.3	6.3	6.3	6.3	6.3
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EMERGENCY SERVICES

Administration	3.3	3.3	3.3	3.3	3.3
Animal Shelter	13.9	13.9	13.9	13.9	13.9
Animal Control	6.0	6.0	6.0	6.0	6.0
Fire/EMS Communications	24.7	24.7	26.7	31.7	31.7
Emergency Management	2.0	2.0	2.0	2.0	2.0
Emergency Medical Services	79.1	81.1	81.1	81.1	81.1
False Alarm	2.0	2.0	2.0	2.0	2.0
Tactical Response Team	1.7	1.7	1.7	1.7	1.7
	132.7	134.7	136.7	141.7	141.7

CHARLES COUNTY GOVERNMENT PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY12 YEAR END	FY13 YEAR END	FY14 YEAR END	FY15 YEAR END	FY16 APPROVED
FISCAL & ADMINISTRATIVE SERVICES					
Administration	2.0	2.0	2.0	2.0	2.0
Accounting/Payroll	10.8	10.8	10.8	11.8	11.8
Budget and Financial Planning	5.0	5.0	5.0	5.0	5.0
Information Technology	21.0	21.5	21.5	23.7	24.7
Purchasing	6.0	6.0	6.0	7.0	7.0
Treasury	14.0	14.0	14.0	14.0	14.0
Water & Sewer Billing	7.1	7.1	7.3	7.3	8.3
	65.8	66.3	66.5	70.7	72.7
HUMAN RESOURCES					
	7.0	8.0	8.0	8.0	8.0
PLANNING & GROWTH MANAGEMENT					
Administration	5.0	4.0	4.0	4.0	4.0
Codes, Permits & Inspections Services	29.3	31.3	31.3	31.3	31.9
Capital Services	15.3	15.3	17.3	18.3	18.3
Resource & Infrastructure Management	6.0	6.0	6.0	6.0	6.1
Planning	17.7	17.7	18.7	18.7	18.2
	73.3	74.3	77.3	78.3	78.6
PUBLIC WORKS					
<u>Facilities:</u>					
Administration	11.0	11.0	12.0	12.0	12.0
Building & Trades	54.7	54.7	54.7	56.8	56.8
Landfill Operations	30.2	30.2	30.2	32.2	32.2
Parks & Grounds	57.5	57.5	57.5	57.5	57.5
Roads	39.7	39.7	39.7	39.7	39.7
Recycling Operations	24.1	24.1	24.1	24.1	25.1
Vehicle & Equipment Maintenance	11.6	11.6	11.6	11.6	11.6
Subtotal Facilities	228.8	228.8	229.8	233.9	234.9
<u>Utilities</u>					
Water	34.4	35.1	35.1	35.4	37.0
Sewer	40.5	41.2	41.2	41.9	43.6
Mattawoman	32.4	31.0	31.0	31.0	31.7
Meters	6.1	6.1	6.1	6.1	6.1
Subtotal Utilities	113.4	113.4	113.4	114.4	118.4
Public Works Grand Total	342.2	342.2	343.2	348.3	353.3
Total Full Time Personnel	648.5	655.5	664.7	682.9	690.7
Total Part Time Personnel	128.0	131.9	130.6	134.5	133.4
TOTAL COUNTY DEPARTMENTS	776.5	787.4	795.3	817.3	824.0

CHARLES COUNTY GOVERNMENT PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY12 YEAR END	FY13 YEAR END	FY14 YEAR END	FY15 YEAR END	FY16 APPROVED
OUTSIDE AGENCIES					
CIRCUIT COURT	22.9	21.7	21.7	22.2	22.8
STATE'S ATTORNEY OFFICE	31.3	36.9	45.9	54.9	54.9
SHERIFF					
<u>Sheriff's Office:</u>					
Sheriff	1.0	1.0	1.0	1.0	1.0
Uniformed Officers	291.0	291.0	301.0	301.0	301.0
Office of the Sheriff	5.6	6.2	6.2	6.1	6.0
Executive Services Division	10.1	10.7	10.7	9.1	7.0
Administrative Services Division	14.3	14.3	16.3	16.3	16.4
Criminal Investigations Division	13.2	13.2	13.6	13.1	12.2
Communications	21.0	21.0	21.0	21.6	21.9
Station Clerks	22.0	22.0	22.0	22.0	22.0
Records Management	11.6	11.6	11.6	11.6	11.6
Management Information System	11.6	11.6	11.6	11.6	11.6
Patrol Division	1.0	1.0	1.0	1.0	1.0
Special Operations Division	3.8	6.2	8.2	10.3	11.7
Court Security	20.6	21.6	23.2	21.0	21.0
Judicial Services	20.3	20.6	20.6	21.8	21.8
Property Management	10.7	11.6	11.6	12.6	12.6
Training Division	4.7	4.7	4.7	7.3	8.2
Subtotal Sheriff's Office	462.7	468.4	484.4	487.5	487.1
<u>Detention Center</u>					
Administration	2.0	2.0	2.0	2.0	2.0
Correctional Officers	141.0	141.0	141.0	141.0	141.0
Classified Personnel	12.6	12.6	12.6	12.6	12.6
Volunteers in Community Service (VICS)	0.0	0.0	0.0	0.0	0.0
Subtotal Detention Center	155.6	155.6	155.6	155.6	155.6
Sheriff Grand Total	618.2	624.0	640.0	643.1	642.7
SOIL CONSERVATION	5.0	5.0	5.0	5.0	5.0
Total Full Time Personnel	649.0	658.6	683.6	694.5	696.3
Total Part Time Personnel	28.5	29.0	29.0	30.6	29.1
TOTAL OUTSIDE AGENCIES	677.4	687.6	712.6	725.1	725.4

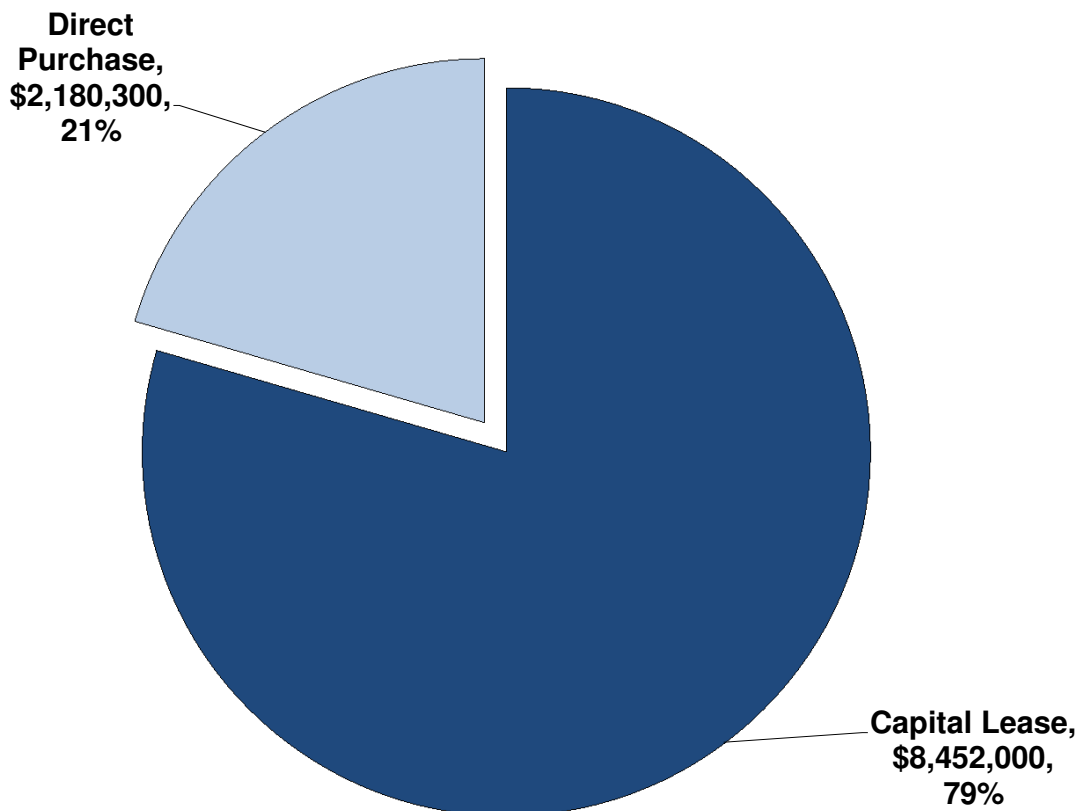
Vehicles & Equipment

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Total General Fund	\$7,257,500	\$278,400	\$1,460,100
Total Transportation Fund	1,621,200	1,621,200	0
Total Sheriff's Grants	28,900	28,900	0
Total Drug Forfeitures	30,000	30,000	0
Total Recreation Fund	9,500	9,500	0
Total Water & Sewer Operations	1,032,900	0	216,000
Total Environmental Services Operations Fund	448,000	8,000	92,000
Total Cable TV/I-Net Fund	204,300	204,300	0
Total All Funds	\$10,632,300	\$2,180,300	\$1,768,100

Capital Lease Vs. Direct Purchase

The County Commissioners recognize the need for good equipment, and that new and improved equipment greatly assists staff with the completion of a growing list of tasks. To this end, the County has turned to capital leasing as an alternative to match equipment needs with financial limitations.



FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
General Fund				
Public Works - Facilities				
Building & Trades	01.05.33.0500.000			
Passenger Car		34,000		7,100
<i>Replace B-73, 2001 with 90,000 miles.</i>				
3/4 ton Utility Van		35,000		7,300
<i>Replace B-44, model year 2000 with 90,000 miles.</i>				
3/4 ton Utility Van		35,000		7,300
<i>Replace B-39, model year 2001 with 127,000 miles.</i>				
3/4 ton Utility Van		35,000		7,300
<i>Replace B-34, model year 2000 with 145,000 miles.</i>				
3/4 ton Utility Van		35,000		7,300
<i>Replace B-25, model year 2000 with 114,000 miles.</i>				
Total Building and Trades		174,000		36,300
Turkey Hill Park	01.05.41.118.0500.000			
Batwing Mower		14,000		2,900
<i>Replace PBW-04. Model year 2002, in poor condition.</i>				
4-Wheel Drive Utility Vehicle		7,800		1,600
<i>Replace PUV-18. Model year 2005 with 1,405 hours, in poor condition.</i>				
Parks and Grounds	01.05.41.41.0500.000			
Reel Mower		28,700		6,000
<i>Replace PTC-17, rotary mower. Model year 2000 with 2,291 hours. In poor condition.</i>				
6-Wheel Dump Truck with Snow Plow Package		116,500		24,400
<i>Replace P-11. Model year 2000 International Dump Truck with 103,000 miles; in poor condition.</i>				
White Plains Golf Course	01.05.41.70.0500.000			
Hybrid Greens Mower		29,400		6,200
<i>Replace TEE Mower #3. Model year 1997 with 10,900 hours; in very poor condition and has exceeded life expectancy.</i>				

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
Gilbert Run Park	01.05.41.71.0500.000			
3/4 ton 4-Wheel Drive P/U Truck		29,000		6,100
<i>Replace P-20. Model year 1997 GMC with 68,000 miles.</i>				
Laurel Springs Park	01.05.41.73.0500.000			
Infield Conditioner with front plow and finishing mat.		16,000		3,300
<i>Replace PRK-20, model year 2006 with 1,562 hours.</i>				
Utility Vehicle with power cargo box.		7,200		1,500
<i>Replace PUV-24. Model year 2007 with 2,343 hours.</i>				
Ruth B. Swann Park	01.05.41.74.0500.000			
72" Diesel Zero Turn Mower		14,500		3,000
<i>Replace PTC-31 2005 Jacobson Turfcut Mower with 1,700 hours.</i>				
Total Parks		263,100		55,000
Vehicle Maintenance	01.05.44.0500.000			
Lubricant Dispensing Equipment		12,000		2,500
<i>Replace vendor owned equipment. The County benefits from owning its own equipment by allowing for competitive quotes from oil/lube vendors.</i>				
Total Vehicle Maintenance		12,000		2,500
Roads	01.05.53.0500.000			
Sport Utility Vehicle		40,000		8,400
<i>Replace R55, model year 2002 with 160,000 miles. Vehicle is rusting from salt damage and has high maintenance costs.</i>				
Sport Utility Vehicle		40,000		8,400
<i>Replace R-21, model year 1999 with 190,000 miles. Vehicle is rusted, high maintenance and is not reliable.</i>				
5 Ton Roller		57,000		11,900
<i>Replace R-156, model year 1996 (Wacker Roller), with 1,400 hours.</i>				
Chipper		85,000		17,800
<i>Replace R-81, model year 2000 (Morbank), with 700 hours.</i>				
Trailer		7,500		1,600
<i>Replace R-76, model year 1995. Beyond Repair, not road worthy.</i>				

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
Extended Cab Pick-Up Truck with Snow Plow <i>Replace R-22, model year 1999 (Ford P/U), with 220,000 miles. 15 years old, rusted out, high maintenance and is not reliable.</i>		50,000		10,500
Trailer <i>Replace R-67, model year 1996 (L&S Trailer). 19 years old, not road worthy, high maintenance costs. Replace with a 5x8 trailer for dead animal removal.</i>		5,000		1,000
Shoulder Box <i>Replace RI-99, HTC 1800 Shoulder Box. Unrepairable due to age and excessive use.</i>		8,000		1,700
Total Roads		292,500		61,300
Total Public Works - Facilities		741,600		155,100
<u>Community Services</u>				
Transportation	01.06.110.0500.000			
Small Sport Utility Vehicle <i>1999 Ford Explorer (CS13). Mileage 87,000</i>		25,400		5,300
Total Transportation		25,400		5,300
Total Community Services		25,400		5,300
<u>Central Services</u>				
Cameras, card access, camera licenses <i>Various camera and security upgrades.</i>	01.23.0500.000	26,400	26,400	
Total Central Services		26,400	26,400	0
<u>Sheriff's Office</u>				
Sheriff's Office	01.24.24.0500.000			
2016 Police Vehicles <i>(45) replacement vehicles (28 police Interceptors and 17 support staff vehicles).</i>		1,124,500		235,300
K9 Dogs <i>(2) K9 dog replacements \$8,000 each</i>		16,000	16,000	

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
All Terrain Vehicles (2) ATVs at \$7,000 each.		14,000	14,000	
Storage Shed A 12 X 32 Vinyl Storage Shed		8,500	8,500	
Total Sheriff's Office		1,163,000	38,500	235,300
Sheriff's Computer Tag Reader Devices (5) devices at \$15,040 each	01.24.24.0500.010	75,200	75,200	
Computer Switches (7) computer switches at \$8,700 each.		60,900	60,900	
Core CISCO Switch		65,000		13,600
(2) Dell Servers with Licenses and Software		66,900		14,000
Total Sheriff's Computer		268,000	136,100	27,600
Detention Center Apex Portable Radios and Accessories (10) Apex Portable Radios and Accessories at \$5,950 each.	01.24.37.0500.000	59,500	59,500	
Hand Rail		6,900	6,900	
Total Detention Center		66,400	66,400	0
Automated Enforcement Unit - Speed Enforcement Telephone Voice Recording System	01.24.85.193.0500.010	11,000	11,000	
Total Red Light Camera Program		11,000	11,000	0
Total Sheriff's Office		1,508,400	252,000	262,900

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
<u>Emergency Services</u>				
Communication	01.26.29.0500.000			
800 MHz Portable Radio Replacement		4,890,700		1,023,200
<i>Current Model (XTS and MT) of Fire/EMS/CCSO/Corrections/Courts/DES/CCG portable radios are no longer produced by the manufacturer. Industry standards are requiring a replacement.</i>				
Total Communications		4,890,700		1,023,200
Career EMS	01.26.97.0500.000			
Police Interceptor Sport Utility Vehicle		65,000		13,600
<i>Replace ES-14, model year 2004 Tahoe with 170,000 miles. The vehicle has reached its service life as an emergency response vehicle.</i>				
Total Career EMS		65,000		13,600
Total Emergency Services		4,955,700		1,036,800
General Fund Total		\$7,257,500	\$278,400	\$1,460,100
Total Cost of Items to Be Leased		\$6,979,100		
<u>Transportation Grants Fund</u>				
<u>Community Services</u>				
Transportation (Capital)- Fixed Route Vehicles	06.06.110.139.0500.011			
8 Replacement Buses		1,243,200	1,243,200	
<i>Replaces CS68, 69, 70, 71, 72, 73. 2011 model years with over 212,000 miles each. Also replaces CS66, 67 that are 2009 models with extremely poor reliability.</i>				
Transportation (Capital)- Specialized Vehicles	06.06.110.139.0500.012			
3 Replacement Buses		226,800	226,800	
<i>Replaces CS40, 43, 46 2007 model years with over 250,000 miles each.</i>				
2 Replacement Sedans		151,200	151,200	
<i>Replaces CS54, 55. 2007 model years with over 120,000 miles each.</i>				
Total Transportation Fund*		\$1,621,200	\$1,621,200	\$0
<i>*contingent on grant funds</i>				

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
<u>Public Safety Grants Fund</u>				
<u>Sheriff's Office</u>				
Child Support Grant Replacement Vehicle	12.24.11.32.0500.000	28,900	28,900	
<i>Total Child Support</i>		<i>28,900</i>	<i>28,900</i>	<i>0</i>
Total Public Safety Grants Fund		\$28,900	\$28,900	\$0
<u>Drug Forfeitures</u>				
Federal Forfeitures	22.24.24.0500.000			
Narcotics Enforcement Section / Purchases over \$5,000		30,000	30,000	
<i>Avatar Tactical Robot to enable the Sheriff's Office to remotely inspect dangerous situations and gather video and audio information.</i>				
<i>Total Federal Forfeitures</i>		<i>30,000</i>	<i>30,000</i>	<i>0</i>
Total Drug Forfeitures		\$30,000	\$30,000	\$0
<u>Recreation Fund</u>				
<u>Community Services</u>				
Gymnastics	24.06.40.98.0500.000			
Security Cameras		9,500	9,500	
<i>Various camera and security upgrades.</i>				
<i>Total Community Services Recreation</i>		<i>9,500</i>	<i>9,500</i>	<i>0</i>
Total Recreation Fund		\$9,500	\$9,500	\$0

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
<u>Water and Sewer Operation Fund</u>				
<u>Public Works - Utilities</u>				
Water Purification System		27,400		5,700
<i>System is needed to produce reagent water as stated in Standard Methods 1080. The reagent water used in the analytical methods is for the preparation and dilution of analysis reagents, blanks, sample dilution, and bacteriological media. The present system is unable to keep up with the daily usage demand 16 Liters per hour.</i>				
Westco SmartChem 200		61,500		12,900
<i>Replace first SmartChem 200 purchased used 2008. This instrument is 13 years old; manufactured in 2001. Manufacture will not guarantee or give warranty if repaired.</i>				
Electric Sterilmate Sterilizer		13,500		2,800
<i>Replacement of current sterilizer; the sterilizer was purchased in 2002. The unit has surpassed the manufacturer life expectancy of 10 years. The sterilizer is used for the Total Phosphorus analysis preparation Perchloric Acid Digestion; sterilization of sterile water used to perform Idexx reagent & reaction vessels QC/QA analysis; the sterilization of Fecal Coliform, E. Coli Quanti-Trays, and Total Coliform spent media.</i>				
Glassware Washer		16,800		3,500
<i>Replacement of current Glassware Washer. The Glassware Washer was purchased in 2007; the manufacturer life expectancy is unknown. The washer usage is 2 to 3 times a day, 6 days a week. The main computer circuit board was replaced in 2014. The Labconco Glassware Washer washes the glass ware used to prepare and store reagents, and store and dilute samples. The glass needs to be washed thoroughly with detergent and hot water, rinsed five to ten times with cold water and rinsed two to three times with de-ionized water.</i>				
Pick-Up Truck		30,000		6,300
<i>Replace U-135, model year 2004 with 267,523 miles. Would like a 4-Door SUV for laboratory sampling use, SUV is better style of vehicle.</i>				
Push Camera		13,000		2,700
<i>Push sewer camera system to replace 15 year old camera system that is increasingly difficult to work on when repairs are needed.</i>				
Pick-Up Truck		40,000		8,400
<i>For two new Line Maintenance Workers if positions are approved in the FY16 budget.</i>				

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
Vacuum Tanker Truck		210,000		43,900
<i>Replace U131. Model year 2003 with 230,323 miles. Increasing need for repairs; mileage exceeds replacement threshold. Needed for holing tanks, cleaning septic tanks of Cobb Island, cleaning wet wells at the pumping stations, and also pumping out manholes when main lines become stopped up.</i>				
Vacuum Tanker Truck		210,000		43,900
<i>Replace U60. Model year 2008 with ongoing repairs. Truck has required extensive repairs and is not reliable for service. Needed for holding tanks, cleaning septic tanks on Cobb Island, cleaning wet wells at the pumping stations, and also pumping out manholes, when main lines become stopped up.</i>				
10-wheel Dump Truck		160,400		33,600
<i>Replace U101, model year 1999 International. Truck is needed for repairing water and sewer mains to haul gravel to and from work site when repairs are being made.</i>				
Sewer "Jet" Cleaner		220,000		46,000
<i>Replace U86, model year 1995 in need of repairs. Needed for crew to clean sewer mains (hot spots) in County owned systems to prevent sewer overflows.</i>				
1/2 Ton Pick-Up Truck		30,300		6,300
<i>Replace U01, model year 2004 with 205,800 miles. Used for the maintenance supervisor to manage contractors and crews.</i>				
Total Water & Sewer Fund		\$1,032,900	\$0	\$216,000
Total Cost of Items to be Leased		\$1,032,900		
 <u>Environmental Services Program Fund</u>				
<u>Public Works - Facilities</u>				
Recycling	35.05.03.0500.000			
Open Top Containers (2)		13,000		2,700
<i>Replace two (2) Open Top Containers, needed to support expanded services due to increased participation.</i>				
Rearload Truck		100,000		20,900
<i>Refuse collection vehicle is needed to increase productivity and enhance safety for recycling operations.</i>				
Compact Track Loader		70,000		14,600
<i>Replace S-44. Model year 2006 Skid Loader with 1,600 hours. New loader will allow for greater productivity, efficiency and safety working on steep landfill slopes.</i>				

FY2016 VEHICLE AND EQUIPMENT LISTING

Item Description	Justification / Replacement Information	Asset Value of Request	Direct Purchase	Annual Lease
Recycling Carts (3,000) <i>New recycling carts for expansion of curbside recycling program.</i>		200,000		41,800
Closed Top Containers (2) <i>Containers needed for electronics recycling program, to support expanded services due to increased participation.</i>		19,000		4,000
Security Cameras <i>Security cameras to add surveillance for three recycling centers to improve safety and security of staff and patrons.</i>		8,000	8,000	
Recycling Containers <i>Enhance recycling efforts in parks and public spaces.</i>		25,000		5,200
Litter Control	35.05.03.20.0500.000			
Dump Trailer <i>Replace S-73 Dump Trailer; in poor condition.</i>		6,500		1,400
Dump Trailer <i>Replace S-74 Dump Trailer; in poor condition.</i>		6,500		1,400
Total Environmental Srv. Fund		\$448,000	\$8,000	\$92,000
Total Cost of Items to be Leased		\$440,000		
 <u>Cable TV/I-Net Fund</u>				
<u>Fiscal Services</u>				
Information Technology Administration	48.04.12.04.0500.000			
I-Net Equipment		204,300	204,300	
Total Cable TV/I-Net Fund		\$204,300	\$204,300	\$0
TOTAL ALL FUNDS		\$10,632,300	\$2,180,300	\$1,768,100

Capital Budgets

CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program (CIP)

The CIP is a long-term planning and budget process which is reviewed annually to assist County Officials with the task of planning, constructing, and financing public infrastructure. The CIP consists of a number of capital projects and is categorized as: Board of Education, College of Southern Maryland, General Government, Parks, Transportation, Sewer, Water, Watershed Protection and Restoration, Environmental Services, and Solid Waste. These projects are planned for over a five-year increment. Budget funds are appropriated by the County Commissioners for the most current fiscal year of the CIP. The "out years" (years following the approved fiscal year) are adopted for planning purposes only. Project costs in the "out years" are adjusted to reflect the anticipated consumer price index. A forward-looking CIP prepares the County to meet its obligation for the needs of the community and the financial resources available to fund those needs.

A capital project is defined as a project of a non-recurring nature and involves purchasing land, constructing a new facility, renovating, or expanding an existing facility, and equipping new facilities. Although there are many definitions of what constitutes a capital project, the County considers projects that exceed \$15,000 and have a service life of 10 years or more as a capital project. This definition is intended to exclude routine maintenance costs, such as painting, which would be budgeted within the operating budget.

The CIP program is divided into two categories, **Governmental Projects** and **Enterprise Fund Projects**. Governmental projects include Board of Education, College of Southern Maryland, General Government, Parks, and Transportation. These projects are funded directly through general obligation bonds, new school capacity construction bonds, operating revenues, loans, state or federal grants, donations, and developer contributions. Project budgets and the accounting of these projects are tracked in a separate Capital Project Fund. Debt payments associated with the financing for these projects are recovered by the taxing authority of the County and accounted for in the General Fund Operating Budget. Debt payments for new school capacity construction bonds are accounted for in the Debt Service Fund and funded by excise tax revenue from new homes.

Enterprise Fund projects include Sewer, Water, Watershed Protection and Restoration, Environmental Services, and Solid Waste projects. Financing for these projects are provided from revenue bonds, operating revenue, and federal or state grants. Project revenue and expenditures are accounted for in their respective Enterprise Funds. User fees are adjusted annually to support the associated capital or debt service costs associated with the CIP.

Capital Project Fund

The Capital Project Fund is used to account for the acquisition and construction of major capital facilities other than those financed by Enterprise Funds. The Capital Project Fund budget represents the approved current year of governmental fund type projects.

Capital Project Revenues

There are several types of revenues supporting the CIP. Customary revenue sources for the CIP include: Operating transfers (Pay-go), developer contributions, grants from Federal or State agencies, private sector donations, operating revenues, and long-term debt instruments such as loans or bond issues.

Pay-Go funding provides revenue for a project from current operating revenues, such as tax revenue, user fees, etc. The County typically uses this type of financing for projects that are relatively low in cost, have short life spans, or as a supplement to long-term financing. The advantage of Pay-go financing is that interest expense is not added to the cost of the project. One disadvantage of Pay-go financing is that tax rate, fees, or other revenue sources may have to be increased significantly to provide the revenues. Additionally, the cost of the asset is fully paid for by the taxpayers in one year, although the asset will benefit future taxpayers.

The primary source of funds available to local governments is long-term financing, typically done through bond issues. Long-term financing is similar to a home mortgage. Cost to construct is spread over many years with an interest cost so as to make the acquisition affordable. General Obligation bonds are legally binding agreements to pay a specified sum of money, at specified dates in the future, together with periodic interest at a specified rate. These bonds are backed by the full faith and credit of the government. The financial impact of payments for general obligation bonds on taxpayers is much easier to manage than the burden of Pay-go financing of a capital project. A disadvantage of long-term financing is that the total cost of financing a project is greater due to the related interest expense.

CAPITAL IMPROVEMENT PROGRAM

To ease the burden on both operating revenues and the amount of long-term debt being issued by local governments, many counties have initiated a program with developers to accept developer contributions to assist in financing projects related to new growth. Charles County has adopted fees for water & sewer facilities for new capacity.

The County Commissioners, by virtue of Article 24, Section 9-10B-01, of the Annotated Code of Maryland, can issue bonds necessary for school construction related to additional capacity. The revised legislation allows the County to assess and collect an excise tax on new home starts to pay for the debt service associated with the new bond authority. These regulations are adopted for the purpose of promoting the health, safety and general welfare of the residents of Charles County by:

- A. Requiring new residential development to pay its proportionate fair share of the capital facilities or funds necessary to accommodate new residential development impacts on public schools.
- B. Complementing the subdivision and zoning regulations of the Charles County Code by requiring that new residential development within the county be assessed an excise tax for its share of costs attributable to the development for its impacts on public school facilities as well as satisfying any other applicable requirements.
- C. Implementing the County Comprehensive Plan to help ensure that adequate school facilities are available in a timely and well-planned manner.

Other sources of funding from outside organizations include: individual communities, state, federal, and corporate sources. Finally, the Commissioners could choose to make an appropriation from fund balance or retained earnings within a fund. Fund balance is the difference between fund assets and fund liabilities of governmental, and would be similar to a personal savings account. The FY2016 budget was appropriated using \$1,646,900 from the General Fund to fund projects that are inappropriate for long-term debt issuance and to utilize funds previously set aside to fund capital projects.

Trends and Assumptions for Estimates

On an annual basis the County develops five-year operating and capital budgets to measure the costs associated with required financing. To determine the amount of long-term debt, each project is reviewed for estimated useful life, dollar amount, and other revenue sources. Other revenue sources are subtracted from the project cost leaving the net cost to be financed with long-term debt. General fund revenues are estimated over a five-year period to determine the amount of revenue to be dedicated to fund additional long-term debt without creating an undue burden on the fund. Per the County's Debt Policy, the General Fund debt service will not exceed 8% of the operating budget. New water and sewer connection fees are estimated from a combination of historical trends and planning estimates and are applied to the debt service needed to construct central water and sewer systems. Historical trends in solid waste trash tons at the County-owned landfill are reviewed and trends are developed to project future revenue available for future landfill construction.

These revenue trends can often be sporadic. The operating transfer or "pay-go" funding is certain and fixed at the time of adoption. These funds are transferred during the beginning of each fiscal year. The other sources of revenue are not always received as planned. For example, many of the grant oriented projects are on a reimbursement basis; therefore revenues are received parallel to the construction schedule. The construction schedule can be subject to changes in the weather, land acquisition, right-of-way, changes in federal and state regulations, and occasionally contract disputes with contractors. These changes in construction timelines impact the bond funding decisions due to changes in the cashflow requirements.

The amount of excise tax bonds to be issued in order to fund new school construction is dependent upon the amount of revenues that are expected from the excise tax levy. The excise tax levied for school construction is based on the number of new home starts within the County. The tax is adopted annually and the rate is as follows:

Dwelling Type	FY16 Excise Tax
Single Family Detached	\$14,095
Townhouse	\$14,210
Multi-Family	\$11,930

The number of new starts is estimated based on both historical and assumed future construction. These changing trends and compounding variables are the main reason for capital project planning on a five-year basis.

CAPITAL IMPROVEMENT PROGRAM

Project costs are estimated by the Board of Education, College of Southern Maryland, County Departments of Planning & Growth Management, Public Works, and Emergency Services. Instead of adding inflationary costs to each individual project that is submitted by the project managers, a separate consolidated "Contingency- Inflation" account has been established. The account will be used as a reserve when needed to add additional funds to a project if/when inflation occurs. This method allows us to financially plan for cost inflation while at the same time present projects in today's dollars. Costs will be revised during each CIP cycle and the Contingency- Inflation account will be adjusted as needed.

Comprehensive Plan

Preserving open spaces and enhancing transportation. These concepts and others drive the vision for the Comprehensive Plan, a long range plan that guides policy, investment, program, and land use decisions within the County. The Comprehensive Plan update process continues. Many of our citizens have actively participated in the development of the plan, which is nearing a final draft. The new plan includes direction for a variety of Capital Improvements Projects such as transit improvements, purchasing conservation easements to protect farmland and village enhancements in Benedict, Port Tobacco and Hughesville.

Under state law (The Sustainable Growth and Agricultural Preservation Act), the County adopted a "Tier Map" which covers the entire county. This map restricts major development on conservation lands which resulted in focusing growth into areas to be serviced by sewer systems. The map is included in the draft Comprehensive Plan. The adoption of the Tier Map resulted in adjustments to the land use map for consistency and therefore the entire plan was sent to the Planning Commission to consider such.

There are several new members on the Planning Commission and they are now in the process of reviewing the updated draft plan and it is anticipated that they will make a recommendation on the plan to the County Commissioners in the near future.

Deferred Capital Improvement Projects

The following is a list of projects that were either deferred, removed, did not require additional funding, or the scope of the project was substantially reduced from the prior approved FY15 – FY19 program.

Transportation

- Port Tobacco Historic District Revitalization Implementation
- Waldorf Senior Center (*formerly Multi-Generational Center*)

Water and Sewer

- Waldorf/Chapel Pt. Water System Interconnection Feasibility Study
- White Plains South Water Line Improvements
- Bryans Road Interceptor Sewer I&I Rehabilitation (*now part of the Mattawoman Infiltration and Inflow project*)

All projects were scrutinized and some projects were delayed while still remaining part of the adopted FY16-FY20 Capital Improvement Program.

CAPITAL IMPROVEMENT PROGRAM

Capital Project Impacts on Operating Budget

The major operating budgets and capital budgets are tied directly together with the use of five-year financial plans. A plan is developed for each of the major funds involving capital construction: general and enterprise. These plans are then reviewed prior to the capital budget request. Once the level of debt is established and the scope of construction is planned, then the operating impacts are reviewed a second time. Additional infrastructure usually results in more operating costs. These costs include, staff, maintenance, additional debt for lease payments, and other expenses.

The County recognizes the need to link capital and operating budgets together; therefore, each project request is required to have an estimate of the costs to operate the completed project or in some cases a project may actually generate cost savings. The estimates can be seen on the bottom of each project page in the Capital Project section of this book. Each request is reviewed and included in the CIP, as well as, factored into other five-year financial models relating to the operating budgets. By so doing, the County Commissioners can visualize the operating impact of the CIP on such things as water and sewer user fee rates and tax rate changes.

The cumulative operating impacts of Capital Projects are included in this section and incorporated into the 5-Year Plans in the Financial Planning portion of this book. By the end of FY20, the current FY16-FY20 CIP would result in the need to add an additional \$275,500 to the General Fund budget for operating cost related to the various Government building and parks, an estimated \$7.9 million increase in funding for the Board of Education due to the opening of a new Elementary School, and \$206,700 for the College of Southern Maryland for the Healthcare Training Facility. Water and Sewer CIP impacts are estimated to result in operating increases totaling \$68,700 by FY20 for a new treatment plant in Hughesville. Solid Waste CIP impacts are estimated to result in \$34,100 in operating increases by FY20 for a new landfill leachate pretreatment facility. However, the Landfill Leachate Conveyance System project is estimated to generate \$40,600 in operational savings by FY20 which caused an overall estimated net operating savings of \$6,500 to the Solid Waste Fund. Operating Impacts are also shown for projects with impacts beyond FY20 in order to capture the operating side of capital projects that are being constructed in FY16-FY20. Cost estimates are reviewed and updated annually.

CUMULATIVE CIP OPERATING IMPACTS

FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020	PERSONNEL
GOVERNMENTAL OPERATIONS							
BOARD OF EDUCATION							
Elementary School #22 *							
No. of Personnel	0.00	0.00	0.00	78.40	78.40	78.40	Administrative Staff 2.00
Personnel Costs	\$0.0	\$0.0	\$0.0	\$6,842.3	\$7,116.0	\$7,400.6	Support Staff 11.80
Operating	0.0	0.0	0.0	472.9	482.4	496.8	Teachers 49.60
Start-Up Cost	0.0	0.0	0.0	2,154.6	0.0	0.0	Other 15.00
Total Operating	\$0.0	\$0.0	\$0.0	\$9,469.8	\$7,598.4	\$7,897.4	

* Operating Impact represents the estimated full cost of a new Elementary School. This estimate may be reduced for staff added over the years in relation to student growth that may be transferred to the new school.

Total Board of Education	\$0.0	\$0.0	\$0.0	\$9,469.8	\$7,598.4	\$7,897.4
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COLLEGE OF SOUTHERN MARYLAND

Healthcare Training Facility

No. of Personnel	0.00	0.00	0.00	5.00	5.00	5.00	Facilities & Grounds
Personnel Costs	\$0.0	\$0.0	\$0.0	\$273.7	\$283.9	\$273.7	Technicians 2.50
Operating	0.0	0.0	0.0	469.7	487.4	483.0	Public Safety 2.00
Start-Up Cost	0.0	0.0	0.0	250.0	0.0	0.0	HVAC position p/t 0.50
Total Operating	\$0.0	\$0.0	\$0.0	\$993.4	\$771.3	\$756.7	
Total College of So. MD	\$0.0	\$0.0	\$0.0	\$993.4	\$771.3	\$756.7	
less: other funding	0.0	0.0	0.0	(722.1)	(560.7)	(550.0)	
Estimated County Cost	\$0.0	\$0.0	\$0.0	\$271.3	\$210.6	\$206.7	

COUNTY GOVERNMENTAL OPERATIONS

Lighting Retrofit

No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Operating	0.0	(3.6)	(3.7)	(3.8)	(3.9)	(4.0)
Total Operating	\$0.0	(\$3.6)	(\$3.7)	(\$3.8)	(\$3.9)	(\$4.0)
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	(\$3.6)	(\$3.7)	(\$3.8)	(\$3.9)	(\$4.0)

Generator Replacement Program

No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Operating	0.0	(1.0)	(2.1)	(3.2)	(4.4)	(4.5)
Total Operating	\$0.0	(\$1.0)	(\$2.1)	(\$3.2)	(\$4.4)	(\$4.5)
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	(\$1.0)	(\$2.1)	(\$3.2)	(\$4.4)	(\$4.5)

Replacement of County Financial Software Program

No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Operating	0.0	0.0	0.0	7.0	7.2	7.4
Total Operating	\$0.0	\$0.0	\$0.0	\$7.0	\$7.2	\$7.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$7.0	\$7.2	\$7.4

La Plata Library Relocation

No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Operating	0.0	0.0	0.0	0.0	0.0	12.7
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$12.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$12.7

CUMULATIVE CIP OPERATING IMPACTS

FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>Beyond FY 2020</u>	<u>PERSONNEL</u>
COUNTY GOVERNMENTAL OPERATIONS							
Milton Somers Football Stadium Improvements							
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
Operating	0.0	0.0	1.3	1.3	1.3	1.4	
Total Operating	\$0.0	\$0.0	\$1.3	\$1.3	\$1.3	\$1.4	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	
Total Impact	\$0.0	\$0.0	\$1.3	\$1.3	\$1.3	\$1.4	
Oak Ridge Development Phase II							
No. of Personnel	0.00	0.00	0.00	0.15	0.15	0.15	Part Time II 0.15
Personnel Costs	\$0.0	\$0.0	\$0.0	\$3.6	\$3.7	\$3.9	
Operating	0.0	0.0	0.0	10.8	11.0	11.4	
Total Operating	\$0.0	\$0.0	\$0.0	\$14.4	\$14.7	\$15.3	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	
Total Impact	\$0.0	\$0.0	\$0.0	\$14.4	\$14.7	\$15.3	
Gilbert Run/Oak Ridge Connection Trail							
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$1.3	
Operating	0.0	0.0	0.0	0.0	0.0	4.2	
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$5.5	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	1.6	
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$7.1	
Popes Creek Rail Trail							
No. of Personnel	0.00	0.31	0.31	0.31	0.31	0.31	Part Time 0.31
Personnel Costs	\$0.0	\$6.0	\$6.2	\$6.5	\$6.7	\$7.0	
Operating	0.0	7.6	7.8	8.0	8.1	8.4	
Total Operating	\$0.0	\$13.6	\$14.0	\$14.5	\$14.8	\$15.4	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	
Total Impact	\$0.0	\$13.6	\$14.0	\$14.5	\$14.8	\$15.4	
Neighborhood Traffic Calming Program							
No. of Personnel	0.00	1.00	1.00	1.00	1.00	1.00	Engineer 1.0
Personnel Costs	\$0.0	\$75.4	\$78.4	\$81.6	\$84.8	\$88.2	
Operating	0.0	31.2	63.7	97.4	132.5	136.5	
Total Operating	\$0.0	\$106.6	\$142.1	\$179.0	\$217.3	\$224.7	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	
Total Impact	\$0.0	\$106.6	\$142.1	\$179.0	\$217.3	\$224.7	
Total Governmental Operations	\$0.0	\$115.6	\$151.6	\$209.2	\$247.0	\$275.5	
TOTAL GOVERNMENTAL IMPACT							
No. of Personnel							
Board of Education	0.00	0.00	0.00	78.40	78.40	78.40	
College of Southern Maryland	0.00	0.00	0.00	5.00	5.00	5.00	
Governmental Operations	0.00	1.31	1.31	1.46	1.46	1.46	
Total Personnel	0.00	1.31	1.31	84.86	84.86	84.86	
Board of Education	\$0.0	\$0.0	\$0.0	\$9,469.8	\$7,598.4	\$7,897.4	
College of Southern Maryland	0.0	0.0	0.0	271.3	210.6	206.7	
Governmental Operations	0.0	115.6	151.6	209.2	247.0	275.5	
Total Impact	\$0.0	\$115.6	\$151.6	\$9,950.3	\$8,056.0	\$8,379.6	

CUMULATIVE CIP OPERATING IMPACTS

FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020	PERSONNEL
WATER & SEWER OPERATIONS							
Hughesville Package Treatment Plant							
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
Operating	0.0	62.8	64.1	65.4	66.7	68.7	
Total Operating	\$0.0	\$62.8	\$64.1	\$65.4	\$66.7	\$68.7	
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	
Total Impact	\$0.0	\$62.8	\$64.1	\$65.4	\$66.7	\$68.7	

LANDFILL OPERATIONS

Landfill Leachate Pretreatment Facility

No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Operating	0.0	31.2	31.8	32.5	33.1	34.1
Total Operating	\$0.0	\$31.2	\$31.8	\$32.5	\$33.1	\$34.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$31.2	\$31.8	\$32.5	\$33.1	\$34.1

Landfill Leachate Conveyance System

No. of Personnel	0.00	0.00	0.00	(0.50)	(0.50)	(0.50)
Personnel Costs	\$0.0	\$0.0	\$0.0	(\$29.1)	(\$30.3)	(\$32.0)
Operating	0.0	0.0	0.0	(8.2)	(8.4)	(8.6)
Total Operating	\$0.0	\$0.0	\$0.0	(\$37.3)	(\$38.7)	(\$40.6)
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	(\$37.3)	(\$38.7)	(\$40.6)

Equipment Operator IV (0.50)

TOTAL LANDFILL IMPACT

No. of Personnel	0.00	0.00	0.00	(0.50)	(0.50)	(0.50)
Personnel Costs	\$0.0	\$0.0	\$0.0	(\$29.1)	(\$30.3)	(\$32.0)
Operating	0.0	31.2	31.8	24.3	24.7	25.5
Total Operating	\$0.0	\$31.2	\$31.8	(\$4.8)	(\$5.6)	(\$6.5)
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$31.2	\$31.8	(\$4.8)	(\$5.6)	(\$6.5)

Understanding a Capital Improvement Project Budget Form

Please refer to the blank capital budget form on the following page.
(all amounts are listed in thousands)

1. The Project Name is listed.
2. Represents how a water and/or sewer project is funded. The percentages listed here indicate the percentage of the project that is funded by Connection Fees or by User Fees as well as if the project is split between Water and Sewer.
3. Requested by: indicates the requesting Department which will be the Project Manager.
4. The Project Number is the internal number used for project tracking.
5. Expense Budget: lists the Approved FY2016 and tentatively approved FY2017-FY2020 expenditure budgets by category.
6. Prior Appropriation thru FY15 lists the amounts approved for this project to date.
7. Beyond FY2020 lists the future cost for the project that is outside the five-year planning model.
8. Project Total: the total cost of the project, including prior appropriations, amount being requested in the current five-year Capital Improvement Program, as well as any future cost (beyond FY20).
9. Financing Sources: lists the Approved FY2016 and tentatively approved FY2017-FY2020 revenue budgets by account classification; a subtotal of County Funding is provided.
10. It is necessary to provide an Operating Impact for Capital Improvement Projects in order to prepare for the completion of these projects. Some projects such as maintenance related projects do not have operating impacts and in some instances actually provide operating savings through the efficiency of replacing worn out equipment. Other projects related to constructing new buildings or parks will have an impact on future operating budgets upon completion.
11. Number of Personnel that will be required to staff the new facility or park.
12. The incremental impact in dollars for Personnel, Operating, and Start-up costs for schools, when appropriate.
13. The amount of future debt service payments associated with the Bond funding of the project.
14. Vehicle & Equipment Lease Payments: payments are associated with required equipment that has a value of more than \$5K and a life expectancy of more than 5 years.
15. The Location section provides information as to where in the County the project is going to occur.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:		Requested By: 3.
1.	2.	Project #: 4.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total 16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering									
Land & ROW									
Construction									
Equipment									
Administration			5.				6.	7.	8.
Inspection									
Miscellaneous									
Contingency									
Total Outlay									

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total 16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds									
Fund Balance Appropriation									
Operating Transfer									
Total County Funding									
Federal									
State			9.				6.	7.	8.
Other:									
Total Funding									

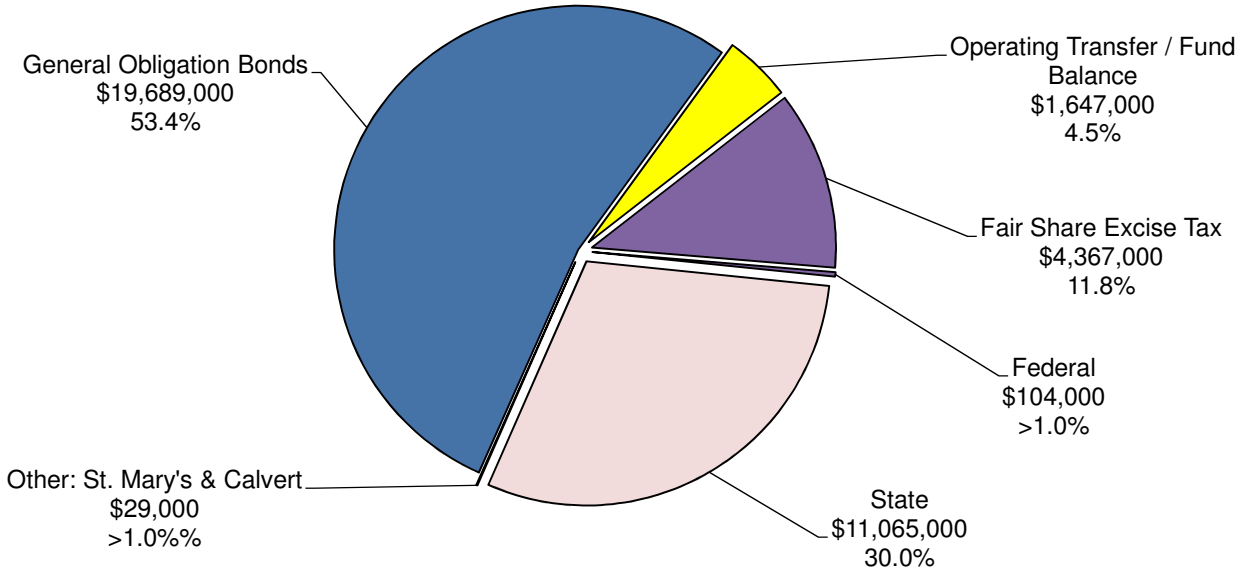
Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
No. of Personnel					
Personnel Costs 11.					
Operating					
Start-Up Cost				12.	
Total Operating					
Debt Service: Bonds 13.					
Vehicle & Equipment Lease 14.					
Total Impact					

Approp. thru FY15	Beyond FY 2020
6.	7.

LOCATION:	15.
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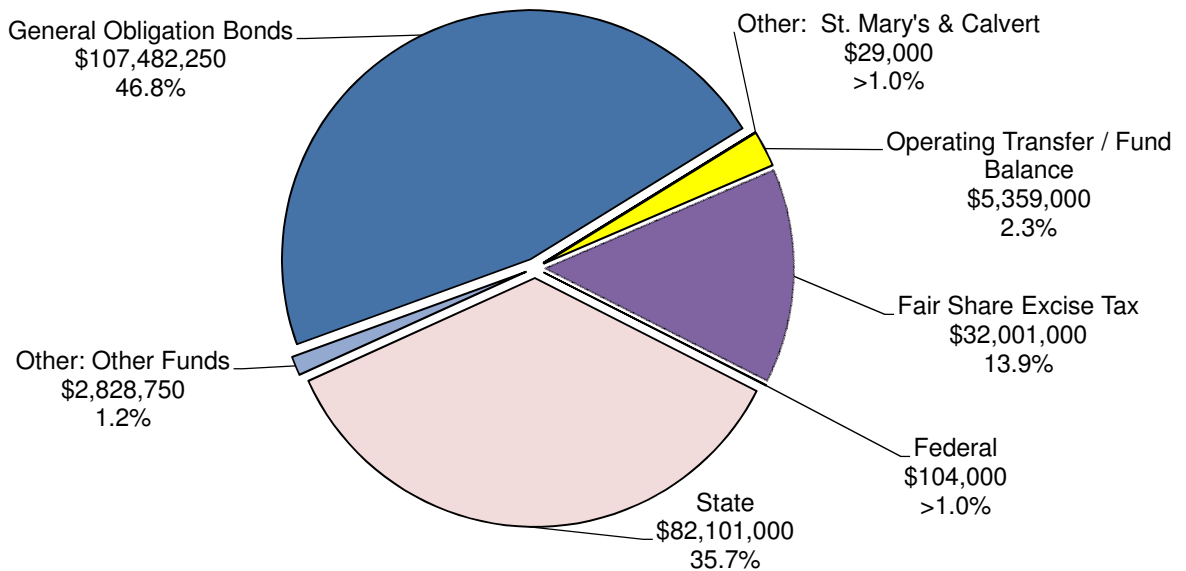
FY16 Governmental Projects by Funding Source

Total: \$36,901,000



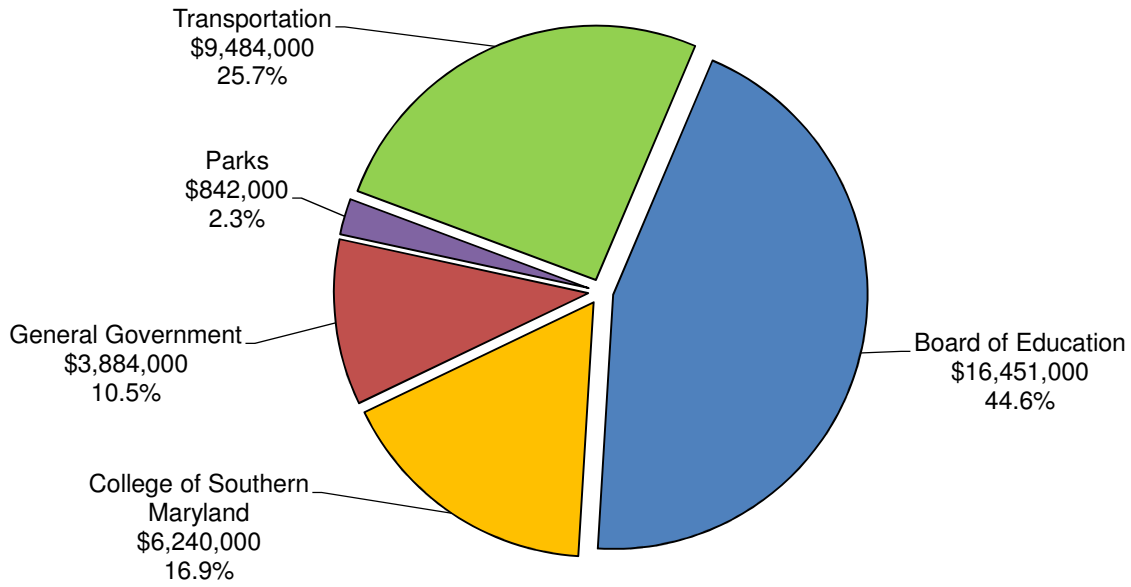
FY16-FY20 Governmental Projects by Funding Source

Total: \$229,905,000

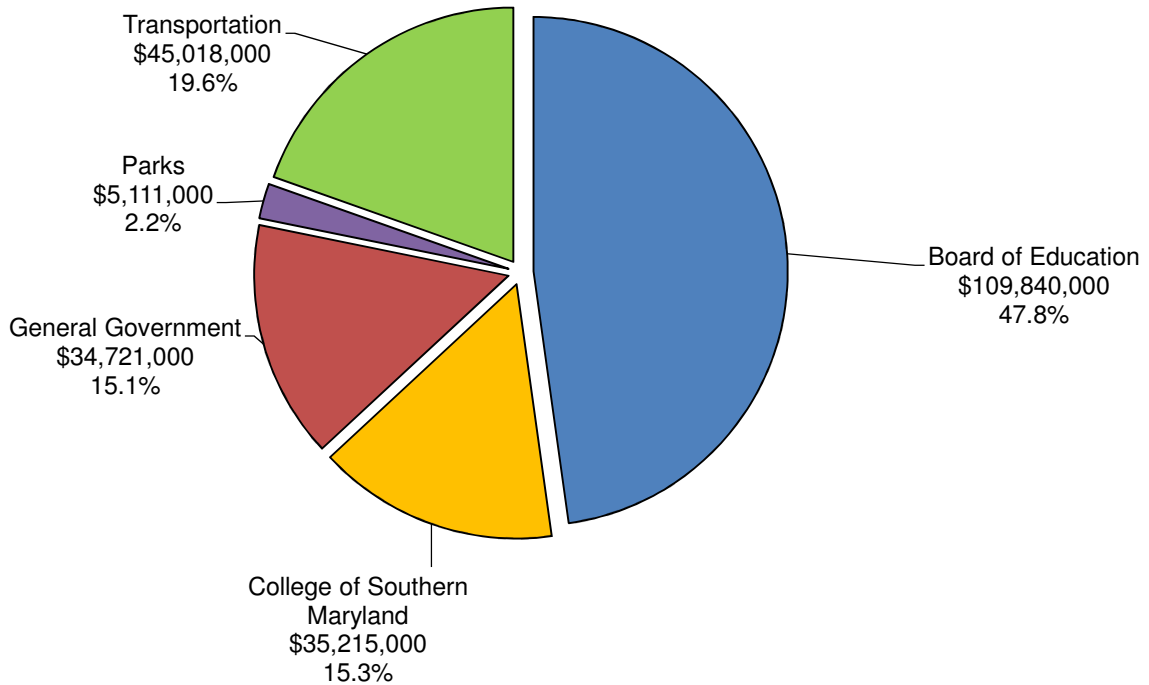


The majority of the County's financing for infrastructure is done by issuing long-term debt in the form of bonds. After utilizing grant funds and other funding sources the County must decide whether to bond or transfer funds from the General Fund to pay for General Government projects. The County typically bonds projects that are large and will last more than 15 years and uses operating transfers from the general fund for smaller projects. Legislation enacted in FY03 allows the County to assess a school construction excise tax. The new tax replaced the school impact system fee and recovers the debt service associated with 10 year bonds that will be issued by the County specifically for the construction associated with additional capacity.

FY16 Governmental Projects by Type
Total: \$36,901,000



FY16-FY20 Governmental Projects by Type
Total: \$229,905,000



- The majority of the funding for the Board of Education represents the construction of Elementary School #22 and the renovation at Dr. Samuel A. Mudd Elementary School.
- College of Southern Maryland projects are contingent on State funding which funds 75% of the costs.

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016 APPROVED CAPITAL PROJECT BUDGET FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Prior Approp. thru FY15	Beyond FY 2020	Project Total
Governmental Projects									
CAPITAL COSTS									
Board of Education	\$16,451	\$33,434	\$34,952	\$14,071	\$10,932	\$109,840	\$8,118	\$81,056	\$199,014
College of Southern Maryland.....	6,240	1,798	22,809	4,368	0	35,215	13,354	0	48,569
General Government.....	3,884	4,439	10,375	9,092	6,931	34,721	4,236	50,932	89,889
Parks.....	842	2,273	870	434	692	5,111	2,373	646	8,130
Transportation.....	9,484	9,918	10,951	9,403	5,262	45,018	21,646	26,045	92,709
Total Governmental	\$36,901	\$51,862	\$79,957	\$37,368	\$23,817	\$229,905	\$49,727	\$158,679	\$438,311
FINANCE SOURCES									
General Obligation Bonds.....	\$19,689	\$18,738	\$31,269	\$22,565	\$15,221	\$107,482	\$31,454	\$96,880	\$235,816
Fair Share Excise Tax Bonds.....	4,367	13,430	9,341	4,863	0	32,001	4,807	14,561	51,369
General Fund - Fund Balance.....	270	270	0	0	0	540	810	0	1,350
General Fund Operating Transfer.....	1,377	593	1,261	847	741	4,819	867	408	6,094
Other Funds Operating Transfer.....	0	0	0	0	0	0	177	0	177
Total County Funding	\$25,703	\$33,031	\$41,871	\$28,275	\$15,962	\$144,842	\$38,115	\$111,849	\$294,806
Federal.....	104	0	0	0	0	104	1,373	0	1,477
State.....	11,065	18,831	37,371	8,036	6,798	82,101	10,239	46,830	139,170
Other.....	29	0	715	1,057	1,057	2,858	0	0	2,858
Total Governmental	\$36,901	\$51,862	\$79,957	\$37,368	\$23,817	\$229,905	\$49,727	\$158,679	\$438,311
Enterprise Fund Projects									
CAPITAL COSTS									
Water.....	\$7,580	\$9,715	\$10,139	\$12,911	\$14,847	\$55,191	\$11,885	\$11,713	\$78,789
Sewer.....	21,950	40,375	31,766	15,714	14,382	124,186	59,106	12,093	195,385
Water & Sewer Billing.....	134	0	0	0	0	134	0	0	134
Solid Waste.....	3,545	1,629	1,018	1,043	0	7,235	390	0	7,625
Watershed Protection & Restoration.....	11,514	11,479	11,592	11,894	12,258	58,737	11,518	4,421	74,676
Environmental Service.....	78	0	0	0	0	78	0	0	78
Total Enterprise Funds	\$44,800	\$63,197	\$54,514	\$41,562	\$41,487	\$245,561	\$82,898	\$28,227	\$356,686
FINANCE SOURCES									
Water Bonds.....	\$7,193	\$9,488	\$9,795	\$12,666	\$14,594	\$53,735	\$11,173	\$11,615	\$76,523
Sewer Bonds.....	20,653	34,755	27,632	13,251	11,809	108,099	50,117	10,086	168,302
Water & Sewer Billing Bonds.....	134	0	0	0	0	134	0	0	134
Solid Waste Fund Bonds.....	3,545	1,629	1,018	1,043	0	7,235	390	0	7,625
Watershed Protection & Restoration Bonds	11,479	11,479	11,592	11,894	12,258	58,702	11,458	4,421	74,581
Environmental Service Bonds.....	78	0	0	0	0	78	0	0	78
Enterprise Fund Operating Transfers.....	325	201	316	218	225	1,285	1,009	179	2,474
Total County Funding	\$43,406	\$57,551	\$50,352	\$39,072	\$38,886	\$229,268	\$74,147	\$26,301	\$329,716
State.....	0	0	0	0	0	0	1,279	0	1,279
Federal.....	0	0	0	0	0	0	728	0	728
Other: WSSC.....	1,194	5,517	4,026	2,351	2,457	15,545	6,744	1,926	24,215
Other:	200	129	136	139	144	748	0	0	748
Total Enterprise Funds	\$44,800	\$63,197	\$54,514	\$41,562	\$41,487	\$245,561	\$82,898	\$28,227	\$356,686
TOTAL PROJECTS	\$81,701	\$115,059	\$134,471	\$78,930	\$65,304	\$475,466	\$132,625	\$186,906	\$794,996

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2016 APPROVED CAPITAL PROJECT BUDGET
FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Prior Approp. thru FY15	Beyond FY 2020	Project Total
GOVERNMENTAL PROJECTS									
BOARD OF EDUCATION									
Benjamin Stoddert M.S. RTU/Boiler Replacement	4,545	0	0	0	0	4,545	335	0	4,880
Full-Day Kindergarten Addition: Matula E.S.	3,481	0	0	0	0	3,481	447	0	3,928
Full Day Kindergarten Addition: Jenifer E.S.	2,711	0	0	0	0	2,711	350	0	3,061
Elementary School #22	0	15,407	12,025	0	0	27,432	4,205	0	31,637
Dr. Samuel A. Mudd Elementary - Renovation	2,100	11,600	11,600	0	0	25,300	201	0	25,501
Full-Day Kindergarten Addition: Berry E.S.	0	367	2,695	0	0	3,062	0	0	3,062
Full Day Kindergarten Addition: Malcolm E.S.	0	389	3,310	0	0	3,699	0	0	3,699
Mary H. Matula E.S. Roof Replacement	0	0	246	1,575	0	1,821	0	0	1,821
Eva Turner Elementary School - Renovation & Study	251	0	427	3,924	0	4,602	0	25,336	29,938
Benjamin Stoddert Middle School - Renovation & Study	301	0	0	0	0	301	0	38,001	38,302
McDonough High School Renovation Study / Phase 1 Renovations	401	0	700	0	0	1,101	0	4,700	5,801
Westlake H.S. Roof Replacement	0	0	0	393	2,950	3,343	0	0	3,343
Indian Head E.S. Boiler Replacement	0	0	0	129	1,197	1,326	0	0	1,326
Smallwood M.S. Roof/Chiller/H&V/UV Replacement	0	0	0	478	3,950	4,428	0	0	4,428
Elementary Schools - Playground Replacement	0	266	266	266	266	1,064	266	0	1,330
Site Improvements/Asphalt Replacement Program	1,461	1,416	1,416	1,081	0	5,374	1,326	0	6,700
BOE: Various Maintenance Projects	600	600	600	600	600	3,000	600	600	4,200
Local Portable Classrooms - Various Schools	600	388	388	388	388	2,152	388	388	2,928
Elementary School - Site Acquisition	0	3,001	0	0	0	3,001	0	0	3,001
Middle School - Site Acquisition	0	0	0	4,001	0	4,001	0	0	4,001
Milton Somers M.S. Gym Bleacher Replacement	0	0	0	52	326	378	0	0	378
Total without inflation	\$16,451	\$33,434	\$33,673	\$12,887	\$9,677	\$106,122	\$8,118	\$69,025	183,265
Contingency- Inflation	0	0	1,279	1,184	1,255	3,718		12,031	15,749
Total Board of Education	\$16,451	\$33,434	\$34,952	\$14,071	\$10,932	\$109,840	\$8,118	\$81,056	199,014
COLLEGE OF SOUTHERN MARYLAND									
Center for Trades and Energy Training Building	300	0	0	0	0	300	11,400	0	11,700
Upgrade Telecom, PBX, Safety & Security Systems	5,940	0	0	0	0	5,940	1,954	0	7,894
Healthcare Training Facility	0	1,798	21,684	4,001	0	27,483	0	0	27,483
Total without inflation	\$6,240	\$1,798	\$21,684	\$4,001	\$0	\$33,723	\$13,354	\$0	\$47,077
Contingency- Inflation	0	0	1,125	367	0	1,492		0	1,492
Total College Southern Maryland	\$6,240	\$1,798	\$22,809	\$4,368	\$0	\$35,215	\$13,354	\$0	\$48,569

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2016 APPROVED CAPITAL PROJECT BUDGET
FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Prior Approp. thru FY15	Beyond FY 2020	Project Total
GENERAL GOVERNMENT									
Rural Legacy Program	\$1,509	\$1,509	\$1,509	\$1,509	\$1,509	\$7,545	\$0	\$1,514	\$9,059
Agricultural Preservation	503	503	503	503	503	2,515	0	515	3,030
Purchase of Developments Rights (PDR) Program	0	303	603	678	753	2,337	715	753	3,805
Various Maintenance Projects	198	198	393	418	418	1,625	0	417	2,042
Various Planning and Growth Management Studies	141	141	211	211	135	839	0	90	929
Lighting Retrofit	0	106	106	106	0	318	212	0	530
Courthouse Renovation	0	0	101	79	79	259	617	0	876
Engineering Plan Digitization	0	0	33	33	0	66	109	0	175
Sheriff's Office Improvements	0	0	145	0	0	145	396	0	541
Parking Lot Improvements	333	0	0	0	0	333	333	0	666
P.D. Brown Library Improvements	201	0	0	0	0	201	0	0	201
Robert J. Fuller Transitional Home Improvements	0	0	80	0	0	80	0	0	80
Generator Replacement Program	0	113	113	113	113	452	153	0	605
Develop Road Safety Prioritization Measure & Inventory	18	17	17	0	0	52	38	0	90
WURC Implementation Studies	91	91	91	91	91	455	121	91	667
Uninterrupted Power Supply (UPS) Replacement Program	0	0	58	58	58	174	0	0	174
Benedict Waterfront Village Enhancements	145	0	0	0	0	145	554	0	699
Automation & Technology Master Plan- Facilities	0	0	328	0	0	328	988	0	1,316
Countywide Building Re-Keying	0	0	0	157	0	157	0	0	157
Security Upgrades	61	0	0	0	0	61	0	0	61
Health Department Roof Replacement	186	987	987	0	0	2,160	0	0	2,160
Charles County Courthouse HVAC Improvements	0	0	239	1,301	1,300	2,840	0	0	2,840
Government Building Water Infiltration Improvement	0	0	190	0	0	190	0	0	190
Detention Center Roof Replacement	0	0	1,346	1,126	0	2,472	0	0	2,472
Detention Center Annex Roof and Walls Improvements	0	0	470	397	0	867	0	0	867
Detention Center and Detention Center Annex Improvements	0	0	85	85	0	170	0	0	170
Detention Center Pump Station Rehab	0	0	186	0	0	186	0	0	186
Tri-County Animal Shelter Improvements	47	0	0	0	0	47	0	0	47
Replacement of County Financial Software Program	0	0	846	0	0	846	0	0	846
Public Facility Impact Fee Analysis	0	0	270	0	0	270	0	0	270
Government Center Master Plan	0	0	98	0	0	98	0	0	98
Radio Communications System Upgrade	371	471	0	0	0	842	0	34,006	34,848
La Plata Library Relocation	0	0	936	1,691	1,691	4,318	0	0	4,318
National Guard Armory Renovations Study	80	0	0	0	0	80	0	0	80
Total without inflation	\$3,884	\$4,439	\$9,944	\$8,556	\$6,650	\$33,472	\$4,236	\$37,386	\$75,094
Contingency- Inflation	0	0	431	536	281	1,249		13,546	14,795
Total General Government	\$3,884	\$4,439	\$10,375	\$9,092	\$6,931	\$34,721	\$4,236	\$50,932	\$89,889
PARKS									
Park Repair & Maintenance Projects	\$239	\$239	\$318	\$318	\$318	\$1,432	\$0	\$318	\$1,750
Various Pedestrian & Bicycle Facilities	0	0	80	80	80	240	176	80	496
Waterfront Acquisition	0	1,503	0	0	0	1,503	0	0	1,503
Milton Somers Football Stadium Improvements	0	88	0	0	0	88	0	153	241
Oak Ridge Development Phase II	0	0	443	0	0	443	0	0	443
Gilbert Run/Oak Ridge Connection Trail	0	0	0	28	251	279	0	0	279
Popes Creek Rail Trail	603	443	0	0	0	1,046	2,197	0	3,243
Total without inflation	\$842	\$2,273	\$841	\$426	\$649	\$5,031	\$2,373	\$551	\$7,955
Contingency- Inflation	0	0	29	8	43	80		95	175
Total Parks	\$842	\$2,273	\$870	\$434	\$692	\$5,111	\$2,373	\$646	\$8,130

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2016 APPROVED CAPITAL PROJECT BUDGET
FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Prior Approp. thru FY15	Beyond FY 2020	Project Total
TRANSPORTATION									
Road Overlay Program	\$3,078	\$3,078	\$3,078	\$3,078	\$3,078	\$15,390	\$0	\$3,078	\$18,468
County Drainage Systems Improvement Program	213	213	213	213	213	1,065	2,733	213	4,011
Safety Improvement Program- Existing Roadways	100	270	270	270	270	1,180	391	270	1,841
Traffic Signal Program	150	150	285	285	285	1,155	476	280	1,911
Sidewalk Improvement Program	153	153	153	153	153	765	0	153	918
Mill Hill Road Upgrade	228	0	0	0	0	228	3,738	0	3,966
Light Rail Transit Initiative	270	270	0	0	0	540	810	0	1,350
Billingsley Road Safety Improvements	1,747	1,462	0	0	0	3,209	453	8,000	11,662
Old Washington Road Reconstruction	715	1,074	3,049	3,047	0	7,885	372	0	8,257
Bridge Replacement Program	262	0	0	0	0	262	0	0	262
Washington Ave.- Various Intersection Improvements	0	0	305	305	305	915	403	378	1,696
St. Patrick's Dr. and Western Pkwy. Ped. Intersection Improvements	147	0	0	0	0	147	177	0	324
Neighborhood Traffic Calming Program	0	277	277	277	277	1,108	312	312	1,732
Middletown Road Phase 3	0	0	1,717	0	0	1,717	0	6,752	8,469
Bibury Lane Bridge Replacement	310	0	0	0	0	310	0	0	310
Old McDaniel Road to Ocelot Street	929	600	0	0	0	1,529	142	0	1,671
Middletown/Billingsley Roads Traffic Signal & Intersection Improvements	270	610	0	0	0	880	0	0	880
Radio Station Road/Rt. 488 Traffic Signal & Geometric Improvements	0	800	0	0	0	800	0	0	800
Intersection Analyses/Traffic Signal Warrant Analyses	50	50	100	100	100	400	0	0	400
Western Parkway Road Improvements Phase 2	15	911	914	914	0	2,754	2,797	0	5,551
Western Parkway Road Improvements Phase 3	847	0	0	0	0	847	8,842	2,746	12,435
Total without inflation	\$9,484	\$9,918	\$10,361	\$8,642	\$4,681	\$43,086	\$21,646	\$22,182	\$86,914
Contingency- Inflation	0	0	590	761	581	1,932		3,863	5,795
Total Transportation	\$9,484	\$9,918	\$10,951	\$9,403	\$5,262	\$45,018	\$21,646	\$26,045	\$92,709
Total Governmental	\$36,901	\$51,862	\$79,957	\$37,368	\$23,817	\$229,905	\$49,727	\$158,679	\$438,311

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2016 APPROVED CAPITAL PROJECT BUDGET
FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

<i>(\$ in thousands)</i>	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Prior Approp. thru FY15	Beyond FY 2020	Project Total
FINANCING SOURCES:									
GOVERNMENTAL OPERATIONS:									
BOARD OF EDUCATION									
Bonds	\$7,011	\$5,384	\$6,827	\$5,610	\$5,487	\$30,319	\$3,242	\$21,028	\$54,588
Operating Transfer- General Fund	0	0	0	0	0	0	70	0	70
Fair Share Excise Tax Bonds	4,367	13,430	9,341	4,863	0	32,001	4,807	14,561	51,369
Total County Funding	11,378	18,814	16,168	10,473	5,487	62,320	8,118	35,589	106,027
State	5,073	14,620	18,784	3,598	5,445	47,520	0	45,467	92,987
Total Funding	\$16,451	\$33,434	\$34,952	\$14,071	\$10,932	\$109,840	\$8,118	\$81,056	\$199,014
COLLEGE OF SOUTHERN MARYLAND									
Bonds	\$1,785	\$449	\$5,702	\$1,092	\$0	\$9,028	\$4,146	\$0	\$13,174
Total County Funding	1,785	449	5,702	1,092	0	9,028	4,146	0	13,174
State	4,455	1,349	17,107	3,276	0	26,187	9,208	0	35,395
Total Funding	\$6,240	\$1,798	\$22,809	\$4,368	\$0	\$35,215	\$13,354	\$0	\$48,569
GENERAL GOVERNMENT									
Bonds	\$2,148	\$3,138	\$7,822	\$6,614	\$4,562	\$24,284	\$3,260	\$49,669	\$77,213
Operating Transfer- General Fund	607	301	838	421	312	2,479	348	90	2,917
Total County Funding	2,755	3,439	8,660	7,035	4,874	26,763	3,608	49,759	80,130
Federal	0	0	0	0	0	0	370	0	370
State	1,100	1,000	1,000	1,000	1,000	5,100	258	1,173	6,531
Other:	29	0	715	1,057	1,057	2,858	0	0	2,858
Total Funding	\$3,884	\$4,439	\$10,375	\$9,092	\$6,931	\$34,721	\$4,236	\$50,932	\$89,889
PARKS									
Bonds	\$328	\$331	\$234	\$116	\$183	\$1,192	\$626	\$328	\$2,146
Operating Transfer- General Fund	239	242	318	318	318	1,435	10	318	1,763
Total County Funding	567	573	552	434	501	2,627	637	646	3,910
Federal	0	0	0	0	0	0	963	0	963
State	275	1,700	318	0	191	2,484	773	0	3,257
Total Funding	\$842	\$2,273	\$870	\$434	\$692	\$5,111	\$2,373	\$646	\$8,130
TRANSPORTATION									
Bonds	\$8,417	\$9,436	\$10,684	\$9,133	\$4,989	\$42,659	\$20,180	\$25,855	\$88,694
Fund Balance Appropriation	270	270	0	0	0	540	810	0	1,350
Operating Transfer- General Fund	531	50	105	108	111	905	439	0	1,344
Operating Transfer - Other	0	0	0	0	0	0	177	0	177
Total County Funding	9,218	9,756	10,789	9,241	5,100	44,104	21,606	25,855	91,565
Federal	104	0	0	0	0	104	40	0	144
State	162	162	162	162	162	810	0	190	1,000
Total Funding	\$9,484	\$9,918	\$10,951	\$9,403	\$5,262	\$45,018	\$21,646	\$26,045	\$92,709
Total Governmental	\$36,901	\$51,862	\$79,957	\$37,368	\$23,817	\$229,905	\$49,727	\$158,679	\$438,311

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2016 APPROVED CAPITAL PROJECT BUDGET
FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM

(\$ in thousands)	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Prior Approp. thru FY15	Beyond FY 2020	Project Total
ENTERPRISE FUND OPERATIONS									
WATER & SEWER									
Automation & Technology Master Plan	185	1,939	2,018	2,292	2,037	8,471.00	11,241	0	19,712
Treasurer's Office Reconfiguration	134	0	0	0	0	134	0	0	134
Underground Infrastructure Repairs	718	718	718	718	718	3,590	553	4,427	8,570
Water Model Update	98	98	98	98	98	490	332	98	920
Various County Water Studies	89	0	0	0	0	89	354	0	443
South County Water Transmission Main	7	565	0	4,068	4,068	8,708	210	0	8,918
Satellite Water Facility Upgrades	661	661	661	661	661	3,305	2,256	661	6,222
Bensville Water Tower No. 8	1,930	1,930	1,930	0	0	5,790	535	0	6,325
Chapel Point Water Tower (Relocated)	450	442	0	0	0	892	91	0	983
Pinefield Water Tower Rehabilitation	0	90	568	568	0	1,226	0	0	1,226
Gleneagles 2MG Water Tower	0	0	1,850	1,850	1,849	5,549	713	0	6,262
Waldorf Fire House Water Tower Replacement	1,957	1,850	1,849	0	0	5,656	713	0	6,369
White Plains 2MG Water Tower	0	0	0	713	1,850	2,563	0	3,699	6,262
Settle Woods Water Tower Rehabilitation	0	67	309	309	0	685	0	0	685
Cliffton Replacement Well	763	0	0	0	0	763	540	0	1,303
Bryans Road 2MG Water Tower	0	0	350	1,223	1,223	2,796	0	1,223	4,019
Bensville Road Water Line Extension	0	0	0	403	1,649	2,052	0	0	2,052
Bensville/Bryans Road Water Systems Interconnection Study	0	0	100	0	0	100	0	0	100
Hughesville Water Line	507	2,195	0	0	0	2,702	0	0	2,702
Private Water System Interconnection Program	307	129	129	129	129	823	0	0	823
Influent/Effluent Pump Station	0	2,547	2,643	0	0	5,190	12,077	0	17,267
MWWTP Electrical System Replacement	0	4,078	4,078	0	0	8,156	1,488	0	9,644
MWWTP Flow Equalization	4,013	8,378	6,328	3,108	3,108	24,935	1,215	0	26,150
Mattawoman Infiltration and Inflow	0	5,914	3,275	3,275	3,275	15,739	9,615	3,275	28,629
Mattawoman WWTP Automation	0	2,120	1,020	0	0	3,140	3,121	0	6,261
Pump Station Rehabs and Replacements	583	1,688	1,688	1,495	1,495	6,949	2,596	1,570	11,115
Satellite Wastewater Facility Upgrades	541	541	541	541	541	2,705	967	541	4,213
MWWTP Clarifier and Thickener Repairs	976	976	976	976	976	4,879	2,224	976	8,078
Cobb Island/Swan Point Interconnection	987	0	0	290	0	1,277	453	1,455	3,185
MWWTP Utility Water System Evaluation & Improvement	498	683	0	0	0	1,181	191	0	1,372
Sewer Model Update	103	103	103	103	103	515	231	81	827
Cliffton Pump Station #4	701	0	0	0	0	701	332	0	1,033
Mattawoman WWTP Berm Relocation	330	692	640	0	0	1,662	599	640	2,901
Hughesville Package Treatment Plant	2,132	0	0	0	0	2,132	2,483	0	4,615
Marshall Hall Road Gravity Sewer	0	822	0	0	0	822	778	0	1,600
Piney Branch Sewer Replacement (Upper Reaches)	0	479	0	0	0	479	1,474	0	1,953
MD. Route 5 Pump Station Forcemain	0	177	717	0	0	894	1,083	0	1,977
Zekiah Pump Station Upgrade	598	598	598	598	0	2,392	221	0	2,613
Zekiah Pump Station Forcemain	706	598	1,143	0	0	2,447	232	0	2,679
Zekiah Interceptor Sewer Upgrades	799	799	799	799	0	3,196	417	0	3,613
Cliffton WWTP Improvements	240	981	2,351	0	0	3,572	0	0	3,572
Mt. Carmel Woods/College of Southern Maryland (CSM) Pump Stations & Forcemains Phase 3	3,649	3,575	0	0	0	7,224	7,366	0	14,590
Old Washington Road Sewer	2,173	0	0	0	0	2,173	203	0	2,376
MWWTP Belt Filter Press Replacement	975	1,935	0	0	0	2,910	230	0	3,140
MWWTP Primary Clarifiers #1-4 Demolition	0	0	0	0	190	190	0	1,900	2,090
White Plains Failing Septics	248	0	0	0	0	248	1,816	0	2,064
In-Line Sewer Equalization Study	246	1,223	1,233	0	0	2,702	0	0	2,702
Hughesville Sewer System	0	0	842	2,139	2,139	5,120	0	0	5,120
Southwinds Pump Station Outfall Gravity Sewer	106	498	0	0	0	604	0	0	604
MWWTP Effluent PS Forcemain Improvements	1,253	0	0	0	0	1,253	2,040	0	3,293
Total without inflation	\$29,663	\$50,089	\$39,554	\$26,356	\$26,109	\$171,771	\$70,990	\$20,546	\$263,305
Contingency-inflation	0	0	2,350	2,270	3,121	7,740	0	3,260	11,002
Total Water & Sewer	\$29,663	\$50,089	\$41,904	\$28,626	\$29,229	\$179,511	\$70,990	\$23,806	\$274,307
Water	7,580	9,715	10,139	12,911	14,847	55,191	11,885	11,713	78,787
Sewer	21,950	40,375	31,766	15,715	14,382	124,186	59,106	12,093	195,386
Water & Sewer Billing	134	0	0	0	0	134	0	0	134
Total Water & Sewer	\$29,663	\$50,089	\$41,904	\$28,626	\$29,229	\$179,511	\$70,990	\$23,806	274,307

**CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2016 APPROVED CAPITAL PROJECT BUDGET
FY2016-FY2020 CAPITAL IMPROVEMENT PROGRAM**

(\$ in thousands)	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Prior Approp. thru FY15	Beyond FY 2020	Project Total
SOLID WASTE FUND									
Automation & Technology Master Plan - Landfill	\$0	\$773	\$0	\$0	\$0	\$773	\$0	\$0	\$773
Landfill Leachate Conveyance System	0	278	961	959	0	2,198	0	0	2,198
Landfill Leachate Pretreatment Facility	2,968	0	0	0	0	2,968	280	0	3,248
Landfill Storm Water Management Ponds	577	578	0	0	0	1,155	110	0	1,265
Total without inflation	\$3,545	\$1,629	\$961	\$959	\$0	\$7,094	\$390	\$0	\$7,484
Contingency-inflation	0	0	57	84	0	141	0	0	141
Total Solid Waste	\$3,545	\$1,629	\$1,018	\$1,043	\$0	\$7,235	\$390	\$0	\$7,625
WATERSHED PROTECTION & RESTORATION FUND									
NPDES Retrofit Projects	\$10,783	\$10,783	\$10,950	\$10,950	\$10,950	\$54,416	\$11,458	\$3,830	\$69,703
Cobb Island Drainage Study	35	0	0	0	0	35	60	0	95
Public Works Campus Stormwater Management Improvements	696	696	0	0	0	1,392	0	0	1,392
Total without inflation	\$11,514	\$11,479	\$10,950	\$10,950	\$10,950	\$55,843	\$11,518	\$3,830	\$71,190
Contingency-inflation	0	0	642	944	1,308	2,894	0	591	3,485
Total WATERSHED PROTECTION & RESTORATION FUND	\$11,514	\$11,479	\$11,592	\$11,894	\$12,258	\$58,737	\$11,518	\$4,421	\$74,675
ENVIRONMENTAL SERVICE FUND									
Pisgah Flare Station	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78
Total without inflation	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78
Contingency-inflation	0	0	0	0	0	0	0	0	0
Total ENVIRONMENTAL SERVICE FUND	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78
TOTAL ENTERPRISE FUNDS	\$44,800	\$63,197	\$54,514	\$41,563	\$41,487	\$245,561	\$82,898	\$28,227	\$356,686
TOTAL ALL PROJECTS	\$81,701	\$115,059	\$134,472	\$78,931	\$65,304	\$475,466	\$132,663	\$186,906	\$795,035

FINANCING SOURCES									
ENTERPRISE FUND OPERATIONS:									
WATER AND SEWER FUND									
Water Projects									
Bonds	\$7,193	\$9,488	\$9,795	\$12,666	\$14,594	\$53,735	\$11,173	\$11,615	\$76,522
Operating Transfer	187	98	208	106	109	708	686	98	1,492
Total County Funding	7,380	9,586	10,003	12,772	14,703	54,443	\$11,859	\$11,713	\$78,014
State	0	0	0	0	0	0	25	0	25
Total Funding	\$7,580	\$9,715	\$10,139	\$12,911	\$14,847	\$55,191	\$11,884	\$11,713	\$78,787
Sewer Projects									
Bonds	\$20,653	\$34,755	\$27,632	\$13,251	\$11,809	\$108,099	\$50,117	\$10,086	\$168,301
Operating Transfer	103	103	108	112	116	542	263	81	886
Operating	\$20,756	\$34,858	\$27,740	\$13,363	\$11,925	\$108,641	\$50,380	\$10,167	\$169,188
Federal	0	0	0	0	0	0	728	0	728
State	0	0	0	0	0	0	1,254	0	1,254
Other: WSSC	1,194	5,517	4,026	2,351	2,457	15,545	6,744	1,926	24,215
Total Funding	\$21,950	\$40,375	\$31,766	\$15,714	\$14,382	\$124,186	\$59,106	\$12,093	\$195,386
Water & Sewer Billing									
Bonds	\$134	\$0	\$0	\$0	\$0	\$134	\$0	\$0	\$134
Total Funding	\$134	\$0	\$0	\$0	\$0	\$134	\$0	\$0	\$134
SOLID WASTE FUND									
Bonds	\$3,545	\$1,629	\$1,018	\$1,043	\$0	\$7,235	\$390	\$0	\$7,625
Total Funding	\$3,545	\$1,629	\$1,018	\$1,043	\$0	\$7,235	\$390	\$0	\$7,625
WATERSHED PROTECTION & RESTORATION FUND									
Bonds	\$11,479	\$11,479	\$11,592	\$11,894	\$12,258	\$58,702	\$11,458	\$4,421	\$74,581
Operating Transfer	35	0	0	0	0	35	60	0	95
Total Funding	\$11,514	\$11,479	\$11,592	\$11,894	\$12,258	\$58,737	\$11,518	\$4,421	\$74,676
ENVIRONMENTAL SERVICE FUND									
Bonds	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78
Total Funding	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78
TOTAL ENTERPRISE FUNDS	\$44,800	\$63,197	\$54,514	\$41,562	\$41,487	\$245,561	\$82,898	\$28,227	\$356,686
TOTAL ALL PROJECTS	\$81,701	\$115,059	\$134,471	\$78,930	\$65,304	\$475,466	\$132,663	\$186,906	\$795,035

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

BOARD OF EDUCATION SUMMARY

State, County & Municipal governments are required to provide adequate school facilities for public education. School construction providing additional capacity or major renovations are typically approved at the State level. These projects are shared in cost by State funding, local County bonds, and County Fair Share Excise Tax Bonds; and are managed by the Board of Education Project Managers. Maintenance projects are 100% the responsibility of local governments.

For Fiscal Year 2015, the State of Maryland will fund Charles County construction cost at a 63% share, with the other 37% of the construction, as well as, 100% design, equipment, and miscellaneous costs funded by the County. The State share percentage will be decreased to 61% starting in Fiscal Year 2016.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$3,359	\$980	\$1,653	\$3,152	\$97	\$9,241	\$3,373	\$3,597	\$16,211
Land & ROW	0	3,000	0	4,367	0	7,367	2,139	0	9,506
Construction	12,314	28,257	30,142	5,723	9,714	86,150	2,279	72,653	161,082
Equipment	385	32	2,520	35	403	3,375	32	3,614	7,021
Administration	11	8	8	11	7	45	121	8	174
Miscellaneous	0	620	100	310	0	1,030	145	360	1,535
Contingency	382	537	529	473	711	2,632	29	824	3,485
Total Outlay	\$16,451	\$33,434	\$34,952	\$14,071	\$10,932	\$109,840	\$8,118	\$81,056	\$199,014

FINANCING SOURCES									
Bonds	\$7,011	\$5,384	\$6,827	\$5,610	\$5,487	\$30,319	\$3,242	\$21,028	\$54,588
Operating Transfer General Fund	0	0	0	0	0	0	70	0	70
Fair Share Excise Tax Bonds	4,367	13,430	9,341	4,863	0	32,001	4,807	14,561	51,369
Total County Funding	\$11,378	\$18,814	\$16,168	\$10,473	\$5,487	\$62,320	\$8,118	\$35,589	\$106,027
Federal	0	0	0	0	0	0	0	0	0
State	5,073	14,620	18,784	3,598	5,445	47,520	0	45,467	92,987
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$16,451	\$33,434	\$34,952	\$14,071	\$10,932	\$109,840	\$8,118	\$81,056	\$199,014

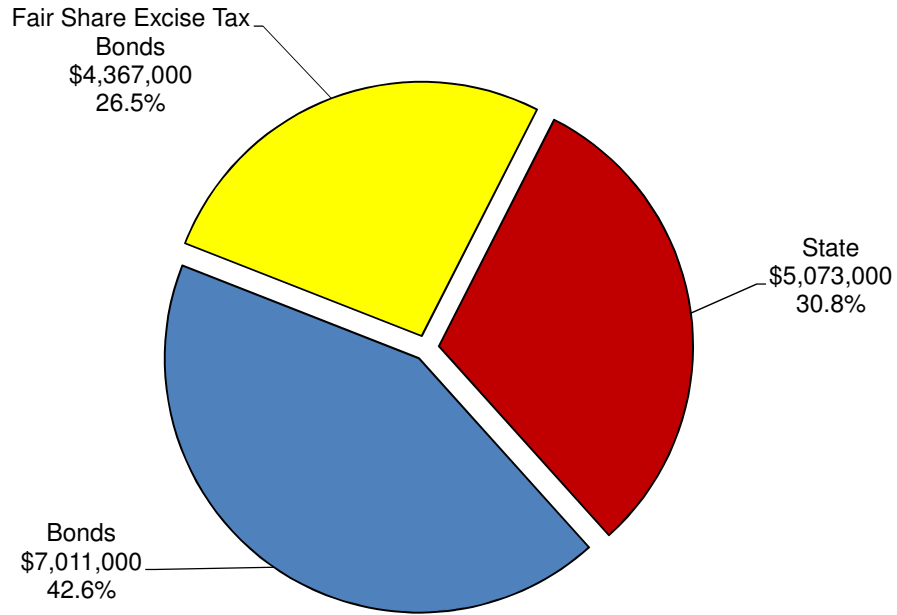
Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	78.40	78.40	0.00	78.40
Personnel Costs	0.0	0.0	0.0	6,842.3	7,116.0	0.0	7,400.6
Operating	0.0	0.0	0.0	472.9	482.4	0.0	496.8
Start-Up Cost	0.0	0.0	0.0	2,154.6	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$9,469.8	\$7,598.4	\$0.0	\$7,897.4
Debt Service: Bonds	291.6	887.4	1,354.8	1,943.1	2,408.5	291.6	4,025.1
Debt Service: Excise Tax Bonds	592.6	1,095.5	2,641.9	3,668.6	4,181.5	592.6	5,610.9
Total Impact	\$884.2	\$1,982.8	\$3,996.7	\$15,081.5	\$14,188.3	\$884.2	\$17,533.4

Projects with Future Operating Impacts:

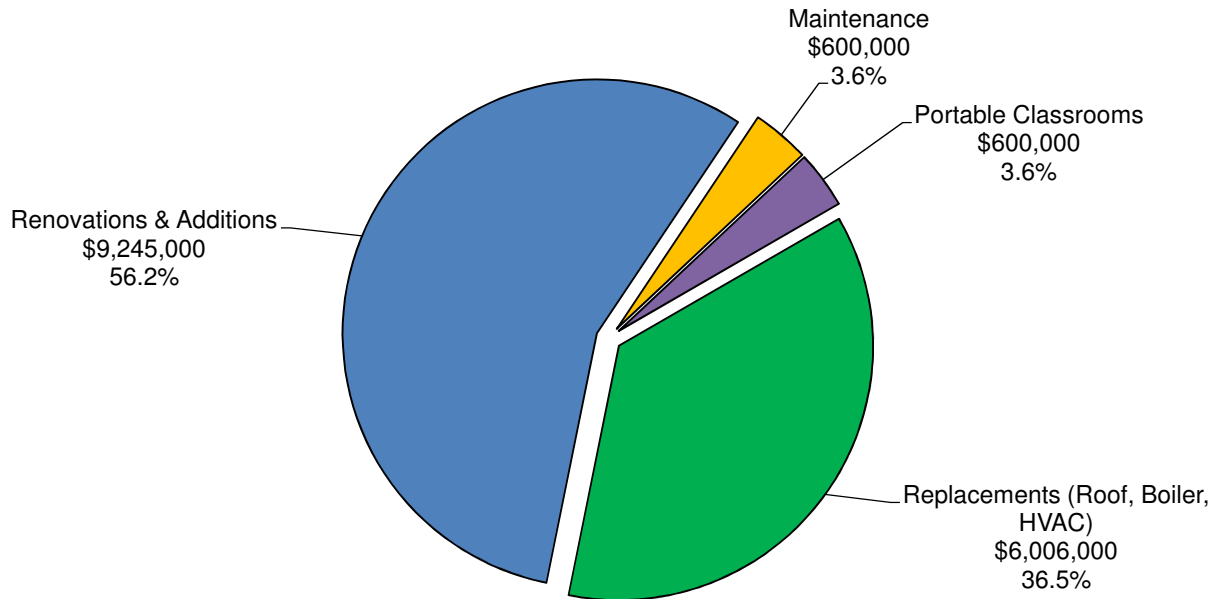
PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020	FTE
New Elementary School #22*	0.0	0.0	0.0	9,469.8	7,598.4	7,897.4	78.40
Total	\$0.0	\$0.0	\$0.0	\$9,469.8	\$7,598.4	\$7,897.4	78.40

* Operating Impact represents the estimated full cost of a new Elementary School. This estimate may be reduced for staff added over the years in relation to student growth that may be transferred to the new school.

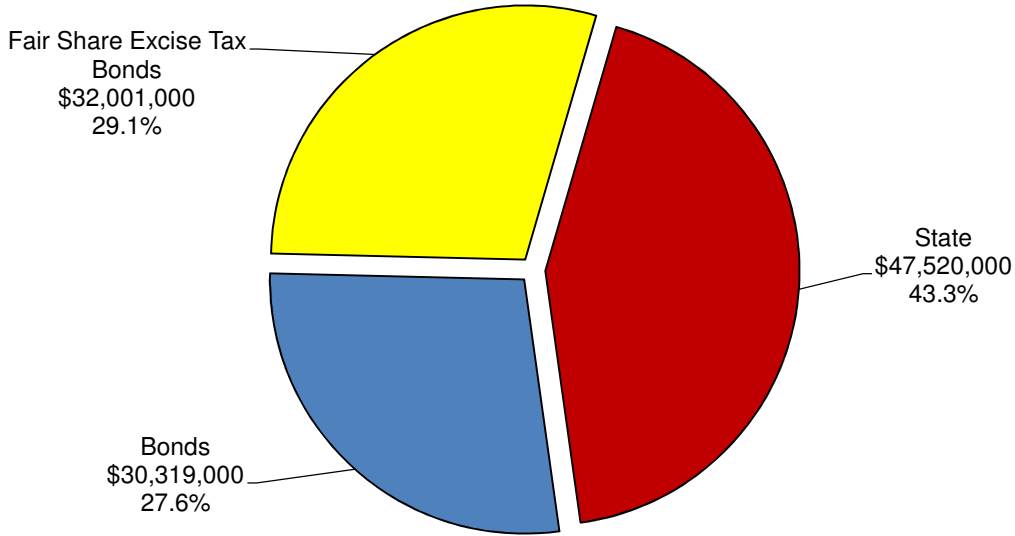
FY16 Board of Education Financing Sources
Total \$16,451,000



FY16 Board of Education by Project Type
Total \$16,451,000

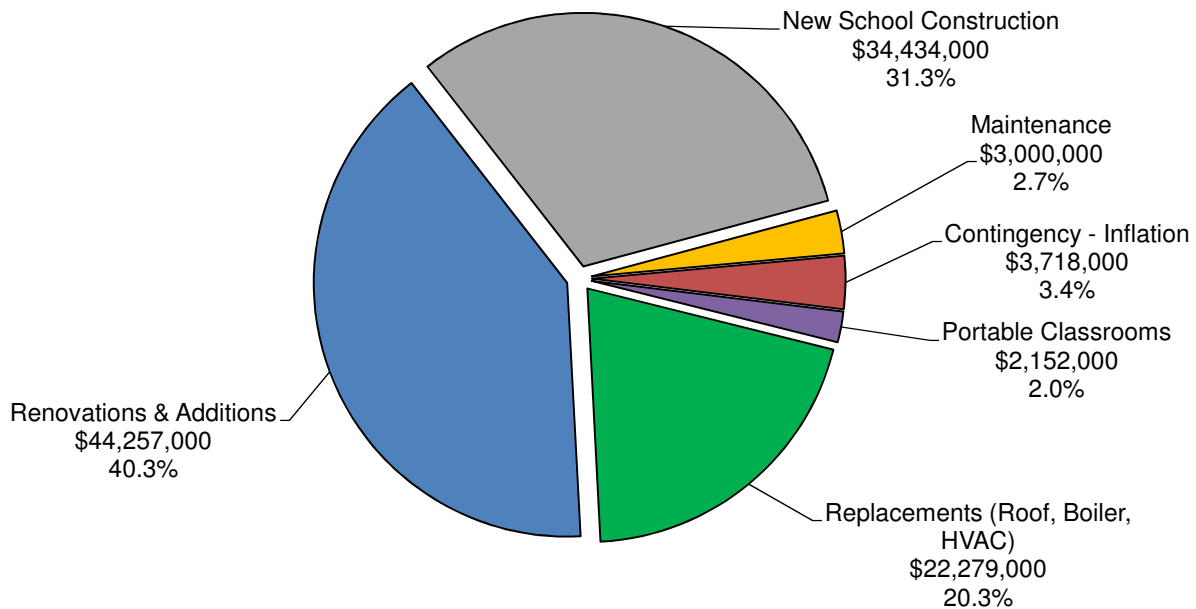


FY16-FY20 Board of Education Financing Sources
Total \$109,840,000



Fair Share Excise Tax and State funding is being utilized to help fund the renovations at various elementary schools and for full-day kindergarten additions. Also, Elementary School #22 is going to be funded with Fair Share Excise Tax and State funds.

FY16-FY20 Board of Education by Project Type
Total \$109,840,000



Funding for new school construction provides New Elementary School #22, and site acquisition for an additional Elementary and Middle School. Funds provided for renovations and additions is to accommodate full-day kindergarten at various schools throughout the county, parking lot improvements at Thomas Stone High School and a renovation feasibility study.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Benjamin Stoddert M.S. RTU/Boiler Replacement	Existing Capacity 100% New Capacity	Requested By: BOE Project #: 5134
<p>The need is for a systemic renovation at Stoddert Middle School, which opened in 1977 and is located in Smallwood Village in the St. Charles subdivision. The two boilers and pumps, 11 RTU's, and two AHU's are original equipment from when the building was constructed in the mid 1970's and are approaching the end of their useful life. Installation of new units is proposed to increase overall efficiency of the heating system and reduce operating costs. Charles County Public Schools recently commissioned a team of consultants to provide a budget and scope analysis for mechanical, electrical, and plumbing. Their evaluation of the project and scope of work showed the need to increase the budget. Local funding to initiate planning was approved in FY 2015. State funding was requested in FY2016.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$334	\$0	\$334
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	4,247	0	0	0	0	4,247	0	0	4,247
Equipment	0	0	0	0	0	0	0	0	0
Administration	1	0	0	0	0	1	1	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	297	0	0	0	0	297	0	0	297
Total Outlay	\$4,545	\$0	\$0	\$0	\$0	\$4,545	\$335	\$0	\$4,880

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$2,388	\$0	\$0	\$0	\$0	\$2,388	\$335	\$0	\$2,723
Federal	0	0	0	0	0	0	0	0	0
State	2,157	0	0	0	0	2,157	0	0	2,157
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$4,545	\$0	\$0	\$0	\$0	\$4,545	\$335	\$0	\$4,880

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	30.1	233.1	233.1	233.1	233.1	30.1	233.1
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$30.1	\$233.1	\$233.1	\$233.1	\$233.1	\$30.1	\$233.1

LOCATION: Benjamin Stoddert Middle School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 100%	Requested By: BOE
Full-Day Kindergarten Addition: Matula E.S.	New Capacity	Project #: 5121
<p>There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at Mary H. Matula Elementary School in La Plata. This school opened in 1992 with two kindergarten classrooms and one pre-kindergarten classroom. Additional spaces were appropriated for kindergarten over the years by displacing higher grades to portable classrooms. Matula currently houses five kindergarten classes and one pre-kindergarten class. An addition is proposed to contain five kindergarten classrooms. The current two kindergarten classrooms will be renovated to house the pre-kindergarten program with inclusion provisions. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten-aged, special education students. This requires one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide. The remaining kindergarten classroom will be converted for use as a regular classroom. Planning was approved in FY2009. Construction funding was requested in FY2016.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$370	\$0	\$370
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,242	0	0	0	0	3,242	0	0	3,242
Equipment	218	0	0	0	0	218	0	0	218
Administration	2	0	0	0	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	77	0	77
Contingency	19	0	0	0	0	19	0	0	19
Total Outlay	\$3,481	\$0	\$0	\$0	\$0	\$3,481	\$447	\$0	\$3,928

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$126	\$0	\$126
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	2,014	0	0	0	0	2,014	322	0	2,336
Total County Funding	\$2,014	\$0	\$0	\$0	\$0	\$2,014	\$447	\$0	\$2,461
Federal	0	0	0	0	0	0	0	0	0
State	1,467	0	0	0	0	1,467	0	0	1,467
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$3,481	\$0	\$0	\$0	\$0	\$3,481	\$447	\$0	\$3,928

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	11.3	11.3	11.3	11.3	11.3	11.3	11.3
Debt Service: Excise Tax Bonds	39.7	271.6	271.6	271.6	271.6	39.7	271.6
Total Impact	\$51.0	\$282.9	\$282.9	\$282.9	\$282.9	\$51.0	\$282.9

LOCATION:
Matula Elementary School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 100%	Requested By: BOE
Full Day Kindergarten Addition: Jenifer E.S.	New Capacity	Project #: 5140
<p>There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at Daniel of St. Thomas Jenifer Elementary School in Waldorf, which opened in 1987. The school was designed with two kindergarten classrooms and additional spaces appropriated for kindergarten over the years by displacing higher grades to portable classrooms. An addition containing four kindergarten classrooms is proposed. The current kindergarten classroom will be renovated to house the pre-kindergarten program. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten- aged, special education students. This requires one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide. Planning will be requested in FY2016. State and Local construction funding was requested in FY2016.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$109	\$0	\$0	\$0	\$0	\$109	\$282	\$0	\$391
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	2,429	0	0	0	0	2,429	0	0	2,429
Equipment	135	0	0	0	0	135	0	0	135
Administration	1	0	0	0	0	1	0	0	1
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	68	0	68
Contingency	37	0	0	0	0	37	0	0	37
Total Outlay	\$2,711	\$0	\$0	\$0	\$0	\$2,711	\$350	\$0	\$3,061

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	1,262	0	0	0	0	1,262	350	0	1,612
Total County Funding	\$1,262	\$0	\$0	\$0	\$0	\$1,262	\$350	\$0	\$1,612
Federal	0	0	0	0	0	0	0	0	0
State	1,449	0	0	0	0	1,449	0	0	1,449
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$2,711	\$0	\$0	\$0	\$0	\$2,711	\$350	\$0	\$3,061

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	43.1	188.4	188.4	188.4	188.4	43.1	188.4
Total Impact	\$43.1	\$188.4	\$188.4	\$188.4	\$188.4	\$43.1	\$188.4

LOCATION:
Daniel St. Thomas Jenifer Elementary School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Elementary School #22	Existing Capacity New Capacity 100%	Requested By: BOE Project #: 5092
<p>Continued development in the County's development district will cause enrollment at the elementary level to exceed the capacity of the existing schools serving the area. Elementary School #22 is preliminarily planned for location west of Route 301 on Billingsley Road. The school will serve a population that includes students with special needs, students with low English proficiency, and children eligible to participate in the free and reduced meal program. A school with a rated capacity of 766 was approved for planning in FY2015. Construction funds will be requested in FY 2017 and FY2018.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total	Approp.	Beyond	Project
						'16-'20	thru FY15	FY 2020	Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$1,951	\$0	\$1,951
Land & ROW	0	0	0	0	0	0	2,139	0	2,139
Construction	0	14,843	10,798	0	0	25,641	0	0	25,641
Equipment	0	0	1,068	0	0	1,068	0	0	1,068
Administration	0	0	0	0	0	0	115	0	115
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	310	0	0	0	310	0	0	310
Contingency	0	254	159	0	0	413	0	0	413
Total Outlay	\$0	\$15,407	\$12,025	\$0	\$0	\$27,432	\$4,205	\$0	\$31,637

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total	Approp.	Beyond	Project
						'16-'20	thru FY15	FY 2020	Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	70	0	70
Fair Share Excise Tax Bonds	0	7,863	4,481	0	0	12,344	4,135	0	16,479
Total County Funding	\$0	\$7,863	\$4,481	\$0	\$0	\$12,344	\$4,205	\$0	\$16,549
Federal	0	0	0	0	0	0	0	0	0
State	0	7,544	7,544	0	0	15,088	0	0	15,088
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$15,407	\$12,025	\$0	\$0	\$27,432	\$4,205	\$0	\$31,637

Operating Budget Impact*	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp.	Beyond
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	78.40	78.40	0.00	78.40
Personnel Costs	0.0	0.0	0.0	6,842.3	7,116.0	0.0	7,400.6
Operating	0.0	0.0	0.0	472.9	482.4	0.0	496.8
Start-Up Cost	0.0	0.0	0.0	2,154.6	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$9,469.8	\$7,598.4	\$0.0	\$7,897.4
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	509.8	509.8	1,415.2	1,931.2	1,931.2	509.8	1,931.2
Total Impact	\$509.8	\$509.8	\$1,415.2	\$11,401.0	\$9,529.6	\$509.8	\$9,828.6

* Operating Impact represents the estimated full cost of a new Elementary School. This estimate may be reduced for staff added over the years in relation to student growth that may be transferred to the new school.

LOCATION: West of Route 301- tbd
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Dr. Samuel A. Mudd Elementary - Renovation	Existing Capacity 60% New Capacity 40%	Requested By: BOE Project #: 5139
<p>The need is for a renovation to Dr. Samuel A. Mudd Elementary School. Dr. Mudd Elementary was opened in 1967 and major building systems have reached the end of their useful life. The renovation will upgrade the mechanical and electrical systems to meet current standards and codes. All existing spaces will be modernized and modified to meet current educational program requirements. A new gymnasium addition and other programmatic spaces will be included in the project to enhance the instructional program, including Full-Day Kindergarten. The school is located in Smallwood Village in St. Charles and serves the development district. Local planning funds were approved in FY2016. State planning was received in FY2016. State and Local construction funding will be requested in FY2017 & FY2018.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$2,099	\$0	\$0	\$0	\$0	\$2,099	\$200	\$0	\$2,299
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	11,035	10,372	0	0	21,407	0	0	21,407
Equipment	0	0	1,068	0	0	1,068	0	0	1,068
Administration	1	1	1	0	0	3	1	0	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	310	0	0	0	310	0	0	310
Contingency	0	254	159	0	0	413	0	0	413
Total Outlay	\$2,100	\$11,600	\$11,600	\$0	\$0	\$25,300	\$201	\$0	\$25,501

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$1,260	\$2,714	\$2,714	\$0	\$0	\$6,688	\$201	\$0	\$6,889
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	840	1,810	1,810	0	0	4,460	0	0	4,460
Total County Funding	\$2,100	\$4,524	\$4,524	\$0	\$0	\$11,148	\$201	\$0	\$11,349
Federal	0	0	0	0	0	0	0	0	0
State	0	7,076	7,076	0	0	14,152	0	0	14,152
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$2,100	\$11,600	\$11,600	\$0	\$0	\$25,300	\$201	\$0	\$25,501

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	18.1	125.2	360.8	601.5	601.5	18.1	601.5
Debt Service: Excise Tax Bonds	0.0	96.7	305.1	513.6	513.6	0.0	513.6
Total Impact	\$18.1	\$221.9	\$665.9	\$1,115.1	\$1,115.1	\$18.1	\$1,115.1

LOCATION: Dr. Samuel A. Mudd Elementary

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 100%	Requested By: BOE
Full-Day Kindergarten Addition: Berry E.S.	New Capacity	Project #:
<p>There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at Berry Elementary School in Waldorf. This school opened in 1996. Additional spaces have been appropriated for kindergarten over the years by displacing higher grades to portable classrooms. Berry currently houses six kindergarten classes and one pre-k class. An addition containing four kindergarten classrooms and an activity area is proposed. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten-aged, special education students. This requires that one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide. The existing kindergarten classrooms will be converted to regular classrooms. Planning will be requested in FY2017. Construction funding is requested in FY2018.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$366	\$0	\$0	\$0	\$366	\$0	\$0	\$366
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	2,429	0	0	2,429	0	0	2,429
Equipment	0	0	135	0	0	135	0	0	135
Administration	0	1	1	0	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	50	0	0	50	0	0	50
Contingency	0	0	80	0	0	80	0	0	80
Total Outlay	\$0	\$367	\$2,695	\$0	\$0	\$3,062	\$0	\$0	\$3,062

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	367	1,211	0	0	1,578	0	0	1,578
Total County Funding	\$0	\$367	\$1,211	\$0	\$0	\$1,578	\$0	\$0	\$1,578
Federal	0	0	0	0	0	0	0	0	0
State	0	0	1,484	0	0	1,484	0	0	1,484
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$367	\$2,695	\$0	\$0	\$3,062	\$0	\$0	\$3,062

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	42.3	181.7	181.7	0.0	181.7
Total Impact	\$0.0	\$0.0	\$42.3	\$181.7	\$181.7	\$0.0	\$181.7

LOCATION:
Berry Elementary School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 100%	Requested By: BOE
Full Day Kindergarten Addition: Malcolm E.S.	New Capacity	Project #:
<p>There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at Malcolm Elementary School in Waldorf. This school originally opened in 1955 and was renovated in 1984 after a classroom addition in 1963. A pre-kindergarten classroom was added in 1995. Additional spaces have been appropriated for kindergarten over the years by displacing higher grades to portable classrooms. Malcolm currently houses four kindergarten classes and one pre-k class. An addition containing four kindergarten classrooms and an activity area is proposed. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten-aged, special education students. This requires that one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide. The existing kindergarten classrooms will be converted to regular classrooms. Planning will be requested in FY2017. Construction funding is requested in FY2018.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$388	\$0	\$0	\$0	\$388	\$0	\$0	\$388
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	3,044	0	0	3,044	0	0	3,044
Equipment	0	0	135	0	0	135	0	0	135
Administration	0	1	1	0	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	50	0	0	50	0	0	50
Contingency	0	0	80	0	0	80	0	0	80
Total Outlay	\$0	\$389	\$3,310	\$0	\$0	\$3,699	\$0	\$0	\$3,699

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	389	1,291	0	0	1,680	0	0	1,680
Total County Funding	\$0	\$389	\$1,291	\$0	\$0	\$1,680	\$0	\$0	\$1,680
Federal	0	0	0	0	0	0	0	0	0
State	0	0	2,019	0	0	2,019	0	0	2,019
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$389	\$3,310	\$0	\$0	\$3,699	\$0	\$0	\$3,699

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	44.8	193.4	193.4	0.0	193.4
Total Impact	\$0.0	\$0.0	\$44.8	\$193.4	\$193.4	\$0.0	\$193.4

LOCATION:
Malcolm Elementary School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Mary H. Matula E.S. Roof Replacement	Existing Capacity 100% New Capacity	Requested By: BOE Project #:
<p>The need is for a systemic renovation at Matula Elementary School, which opened in 1992 and is located in the town of La Plata. The original roof will have reached the end of its expected life in FY2012. It is proposed that a four-ply, built up-roof with positive drainage or other acceptable roofing system be installed. A full roof and building envelope investigation will be performed by our consultant prior to design to address any unseen problems. Local funding to initiate planning will be requested in FY 2018. State funding will be requested in FY2019.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total	Approp.	Beyond	Project
						'16-'20	thru FY15	FY 2020	Total
Architectural & Engineering	\$0	\$0	\$245	\$0	\$0	\$245	\$0	\$0	\$245
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,424	0	1,424	0	0	1,424
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	1	1	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	150	0	150	0	0	150
Total Outlay	\$0	\$0	\$246	\$1,575	\$0	\$1,821	\$0	\$0	\$1,821

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total	Approp.	Beyond	Project
						'16-'20	thru FY15	FY 2020	Total
Bonds	\$0	\$0	\$246	\$642	\$0	\$888	\$0	\$0	\$888
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$246	\$642	\$0	\$888	\$0	\$0	\$888
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	933	0	933	0	0	933
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$246	\$1,575	\$0	\$1,821	\$0	\$0	\$1,821

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp.	Beyond
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	21.8	80.0	0.0	80.0
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$21.8	\$80.0	\$0.0	\$80.0

LOCATION: Matula Elementary School
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 71%	Requested By: BOE
Eva Turner Elementary School - Renovation & Study	New Capacity 29%	Project #: 5142

Renovation and addition to Eva Turner E.S. located in the Bannister neighborhood of St. Charles, a planned unit development. The school recently received a pre-kindergarten addition in 1995 and an all-day kindergarten addition in 2011. The major building systems have exceeded their normal life and will be replaced as part of the renovation. The building will be modernized and expanded for increased enrollment and to meet current educational program requirements. New individual classroom spaces will be provided to replace existing open-space classrooms. Preparation of a feasibility study to review rehabilitation of existing school to ensure facility in existing neighborhoods are equal to new schools is requested in FY 2016. First desire is to renovate with addition to meet 21st century educational requirements and challenges. Local planning funds are requested in FY 2018. State and Local construction funds are requested in FY 2019 and FY 2020.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$250	\$0	\$427	\$1,673	\$0	\$2,350	\$0	\$0	\$2,350
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,686	0	1,686	0	24,107	25,793
Equipment	0	0	0	0	0	0	0	1,068	1,068
Administration	1	0	0	1	0	2	0	2	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	310	0	310	0	0	310
Contingency	0	0	0	254	0	254	0	159	413
Total Outlay	\$251	\$0	\$427	\$3,924	\$0	\$4,602	\$0	\$25,336	\$29,938

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$178	\$0	\$303	\$1,109	\$0	\$1,590	\$0	\$8,940	\$10,530
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	73	0	124	453	0	650	0	3,670	4,320
Total County Funding	\$251	\$0	\$427	\$1,562	\$0	\$2,240	\$0	\$12,610	\$14,850
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	2,362	0	2,362	0	12,726	15,088
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$251	\$0	\$427	\$3,924	\$0	\$4,602	\$0	\$25,336	\$29,938

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	15.1	15.1	42.0	142.4	0.0	952.1
Debt Service: Excise Tax Bonds	0.0	8.4	8.4	22.7	74.8	0.0	497.4
Total Impact	\$0.0	\$23.5	\$23.5	\$64.7	\$217.3	\$0.0	\$1,449.6

LOCATION:
Eva Turner Elementary School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 41%	Requested By: BOE
Benjamin Stoddert Middle School - Renovation & Study	New Capacity 59%	Project #: 5143

Renovation and addition to Benjamin Stoddert M.S. built in 1976. The school has not had any previous renovations or additions. The major building systems have exceeded their normal life and will be replaced as part of the renovation. The entire building will be modernized and expanded for increased enrollment and to meet current educational program requirements. New individual classroom spaces will be provided to replace existing open-space classrooms. Preparation of a feasibility study to review rehabilitation of existing school to ensure facility in existing neighborhoods are equal to new schools is requested in FY 2017. First desire is to renovate with addition to meet 21st century educational requirements and challenges. Local planning funds are requested in FY 2018.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$300	\$0	\$0	\$0	\$0	\$300	\$0	\$3,000	\$3,300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	32,400	32,400
Equipment	0	0	0	0	0	0	0	1,875	1,875
Administration	1	0	0	0	0	1	0	3	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	310	310
Contingency	0	0	0	0	0	0	0	413	413
Total Outlay	\$301	\$0	\$0	\$0	\$0	\$301	\$0	\$38,001	\$38,302

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$123	\$0	\$0	\$0	\$0	\$123	\$0	\$6,077	\$6,200
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	178	0	0	0	0	178	0	8,744	8,922
Total County Funding	\$301	\$0	\$0	\$0	\$0	\$301	\$0	\$14,821	\$15,122
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	23,180	23,180
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$301	\$0	\$0	\$0	\$0	\$301	\$0	\$38,001	\$38,302

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	10.5	10.5	10.5	10.5	0.0	560.9
Debt Service: Excise Tax Bonds	0.0	20.5	20.5	20.5	20.5	0.0	1,027.3
Total Impact	\$0.0	\$30.9	\$30.9	\$30.9	\$30.9	\$0.0	\$1,588.2

LOCATION:
Benjamin Stoddert Middle School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: McDonough High School Renovation Study / Phase 1 Renovations	Existing Capacity 100% New Capacity	Requested By: BOE Project #: 5144
<p>Preparation of a feasibility study to review rehabilitation of existing school to ensure facility in existing neighborhoods are equal to new schools. First desire is to renovate with addition to meet 21st century educational requirements and challenges. Maurice J. McDonough H.S. was built in 1977 and major building systems have reached the end of their useful life. The proposed Phase I will include; an elevator, stair modifications, improved accessibility, new secure building entrance and administrative office, renovations to convert the existing administrative spaces to program spaces, and enhancements to the performing arts area. Local funding to initiate planning will be requested in FY 2018.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$400	\$0	\$700	\$0	\$0	\$1,100	\$0	\$0	\$1,100
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	4,450	4,450
Equipment	0	0	0	0	0	0	0	100	100
Administration	1	0	0	0	0	1	0	0	1
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	50	50
Contingency	0	0	0	0	0	0	0	100	100
Total Outlay	\$401	\$0	\$700	\$0	\$0	\$1,101	\$0	\$4,700	\$5,801

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$401	\$0	\$700	\$0	\$0	\$1,101	\$0	\$1,844	\$2,945
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	2,856	2,856
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$401	\$0	\$700	\$0	\$0	\$1,101	\$0	\$4,700	\$5,801

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	34.1	34.1	96.2	96.2	0.0	263.2
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$34.1	\$34.1	\$96.2	\$96.2	\$0.0	\$263.2

LOCATION: McDonough High School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Westlake H.S. Roof Replacement	Existing Capacity 100% New Capacity	Requested By: BOE Project #:
<p>The need is for a systemic renovation at Westlake High School, which opened in 1992 and is located in Westlake Village in St. Charles. The original roof will have reached the end of its expected life by FY2012. It is proposed that a four-ply, built-up roof with positive drainage or other acceptable roofing system be installed. A full roof and building envelope investigation will be performed by our consultant prior to design to address any unseen problems. Local funding to initiate planning will be requested in FY 2019. State funding will be requested in FY2020.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$0	\$392	\$0	\$392	\$0	\$0	\$392
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	2,749	2,749	0	0	2,749
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	1	1	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	200	200	0	0	200
Total Outlay	\$0	\$0	\$0	\$393	\$2,950	\$3,343	\$0	\$0	\$3,343

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$393	\$1,202	\$1,595	\$0	\$0	\$1,595
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$393	\$1,202	\$1,595	\$0	\$0	\$1,595
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	1,748	1,748	0	0	1,748
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$393	\$2,950	\$3,343	\$0	\$0	\$3,343

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	35.6	0.0	35.6
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$35.6	\$0.0	\$35.6

LOCATION: Westlake High School
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Indian Head E.S. Boiler Replacement	Existing Capacity 100% New Capacity	Requested By: BOE Project #:
<p>The need is for a systemic renovation at Indian Head Elementary School, which opened in 1976, and is located in the town of Indian Head. The two boilers and pump systems are over 30 years old and have outlived their expected usefulness. Installation of new units is proposed to increase overall efficiency of the heating system and reduce operating costs. Charles County Public Schools recently commissioned a team of consultants to provide a budget and scope analysis for mechanical, electrical, and plumbing. Their evaluation of the project and scope of work showed the need to increase the budget. Local funding to initiate planning will be requested in FY 2019. State approval will be requested for FY2020.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$128	\$0	\$128	\$0	\$0	\$128
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	1,096	1,096	0	0	1,096
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	1	1	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	100	100	0	0	100
Total Outlay	\$0	\$0	\$0	\$129	\$1,197	\$1,326	\$0	\$0	\$1,326

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$129	\$489	\$618	\$0	\$0	\$618
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$129	\$489	\$618	\$0	\$0	\$618
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	708	708	0	0	708
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$129	\$1,197	\$1,326	\$0	\$0	\$1,326

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. & Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	11.7	0.0	11.7
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$11.7	\$0.0	\$11.7

LOCATION: Indian Head Elementary School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Smallwood M.S. Roof/Chiller/H&V/UV Replacement	Existing Capacity 100% New Capacity	Requested By: BOE Project #:
<p>The need is for a systemic renovation at Smallwood Middle School, which was renovated in 1979 and serves a portion of the development district. The roof, two heating and ventilating units, chiller and classroom unit ventilators were installed when the building was renovated in 1979 and are approaching the end of their useful life. Approximately 40 unit ventilators, fan-coil units, & convention units have been replaced as part of the FY 2013 & FY 2014 Aging Schools Program (ASP) at the school. The majority of the second floor units have been replaced and select areas on the first floor have been replaced. The installation of a four-ply, built-up roof with positive drainage or other approved roofing system is proposed. A full roof and building envelope investigation will be performed by our consultant prior to design to address any unseen problems. The installation of new efficient units is proposed, which are environmentally friendly, and will increase the overall efficiency of the heating cooling systems and reduce the operating costs. There are 16 single pane energy inefficient windows in the gymnasium at the roof level that are original and in poor condition and will be replaced. Charles County Public Schools recently commissioned a team of consultants to provide a budget and scope analysis for mechanical, electrical, and plumbing. Their evaluation of the project and scope of work showed the need to increase the budget. Local funding to initiate planning will be requested in FY 2019. State and local construction funding will be requested in FY2020.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$477	\$0	\$477	\$0	\$0	\$477
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	3,649	3,649	0	0	3,649
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	1	1	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	300	300	0	0	300
Total Outlay	\$0	\$0	\$0	\$478	\$3,950	\$4,428	\$0	\$0	\$4,428

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$478	\$1,587	\$2,065	\$0	\$0	\$2,065
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$478	\$1,587	\$2,065	\$0	\$0	\$2,065
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	2,363	2,363	0	0	2,363
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$478	\$3,950	\$4,428	\$0	\$0	\$4,428

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	43.3	0.0	43.3
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$43.3	\$0.0	\$43.3

LOCATION: General Smallwood Middle School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 100%	Requested By: BOE
Elementary Schools - Playground Replacement Program - Various Locations	New Capacity	Project #: 5135
<p>This project is a multi-year program to replace outdated, non-ADA compliant playground equipment at 15 schools and install new ADA playground equipment in the existing locations. These schools include: Wade, Jenifer, Higdon, Barnhart, Gale-Bailey, Malcolm, Parks, Martin, Berry, Dr. Craik, Matula, Mt. Hope/Nanjemoy, Ryon, Mitchell, and Dr. Brown.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$25	\$25	\$25	\$25	\$100	\$25	\$0	\$125
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	240	240	240	240	960	240	0	1,200
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	1	1	1	1	4	1	0	5
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$266	\$266	\$266	\$266	\$1,064	\$266	\$0	\$1,330

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$266	\$266	\$266	\$266	\$1,064	\$266	\$0	\$1,330
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$266	\$266	\$266	\$266	\$1,064	\$266	\$0	\$1,330
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$266	\$266	\$266	\$266	\$1,064	\$266	\$0	\$1,330

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	23.9	23.9	47.0	70.6	94.7	23.9	94.7
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$23.9	\$23.9	\$47.0	\$70.6	\$94.7	\$23.9	\$94.7

LOCATION:
Various schools throughout the County

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity 100%	Requested By: BOE
Site Improvements/Asphalt Replacement Program	New Capacity	Project #: 5136
Various Locations		
This project is a multi-year program for site improvements and asphalt paving replacement at various schools throughout the County.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$140	\$140	\$140	\$80	\$0	\$500	\$150	\$0	\$650
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,320	1,275	1,275	1,000	0	4,870	1,175	0	6,045
Equipment	0	0	0	0	0	0	0	0	0
Administration	1	1	1	1	0	4	1	0	5
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$1,461	\$1,416	\$1,416	\$1,081	\$0	\$5,374	\$1,326	\$0	\$6,700

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$1,461	\$1,416	\$1,416	\$1,081	\$0	\$5,374	\$1,326	\$0	\$6,700
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$1,461	\$1,416	\$1,416	\$1,081	\$0	\$5,374	\$1,326	\$0	\$6,700
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$1,461	\$1,416	\$1,416	\$1,081	\$0	\$5,374	\$1,326	\$0	\$6,700

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	119.3	243.4	366.4	491.9	589.9	119.3	589.9
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$119.3	\$243.4	\$366.4	\$491.9	\$589.9	\$119.3	\$589.9

LOCATION:
Various schools throughout the County

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Existing Capacity	Requested By: BOE
BOE: Various Maintenance Projects	New Capacity	Project #: 5145
<p>These projects include the next phase of paving parking lots, interior replacements including carpet and tile, general site improvements, and are all smaller systemic renovations (under \$100,000) not eligible for state funding.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$15	\$15	\$15	\$15	\$15	\$75	\$15	\$15	\$105
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	584	584	584	584	584	2,920	584	584	4,088
Equipment	0	0	0	0	0	0	0	0	0
Administration	1	1	1	1	1	5	1	1	7
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$600	\$600	\$600	\$600	\$600	\$3,000	\$600	\$600	\$4,200

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$600	\$600	\$600	\$600	\$600	\$3,000	\$600	\$600	\$4,200
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$600	\$600	\$600	\$600	\$600	\$3,000	\$600	\$600	\$4,200
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$600	\$600	\$600	\$600	\$600	\$3,000	\$600	\$600	\$4,200

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	54.0	105.0	157.0	210.3	264.6	54.0	318.9
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$54.0	\$105.0	\$157.0	\$210.3	\$264.6	\$54.0	\$318.9

LOCATION:
Various schools throughout the County

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Local Portable Classrooms - Various Schools	Existing Capacity 100% New Capacity	Requested By: BOE Project #: 5146
<p>This project requests funds for the design and purchase of new or relocation of existing locally-owned relocatable classrooms to meet the changes in attendance patterns, and to provide temporary capacity until a new school can be built. The exact number of new relocatable classrooms or the identification of specific local relocatables available for relocation are based on actual enrollment patterns and needs of the individual schools. Additional maintenance of locally-owned relocatable classrooms for longevity and efficiency of the unit.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$46	\$46	\$46	\$46	\$46	\$230	\$46	\$46	\$322
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	492	280	280	280	280	1,612	280	280	2,172
Equipment	32	32	32	32	32	160	32	32	224
Administration	1	1	1	1	1	5	1	1	7
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	29	29	29	29	29	145	29	29	203
Total Outlay	\$600	\$388	\$388	\$388	\$388	\$2,152	\$388	\$388	\$2,928

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$600	\$388	\$388	\$388	\$388	\$2,152	\$388	\$388	\$2,928
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$600	\$388	\$388	\$388	\$388	\$2,152	\$388	\$388	\$2,928
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$600	\$388	\$388	\$388	\$388	\$2,152	\$388	\$388	\$2,928

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	34.9	85.9	119.6	154.0	189.1	34.9	224.3
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$34.9	\$85.9	\$119.6	\$154.0	\$189.1	\$34.9	\$224.3

LOCATION: Various schools

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Elementary School - Site Acquisition	Existing Capacity 100% New Capacity	Requested By: BOE Project #:
<p>This project will provide funds to acquire a new elementary school site. The minimum site for an Elementary School should be 35-acres to cover minimum development area plus current forestation and solar feasibility requirements. A portion of the budget also includes a Site Analysis Report to meet the Maryland Department of Planning, Clearinghouse submittal requirements to satisfy the state which is a requirement prior to securing new school property</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	3,000	0	0	0	3,000	0	0	3,000
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	1	0	0	0	1	0	0	1
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$3,001	\$0	\$0	\$0	\$3,001	\$0	\$0	\$3,001

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	3,001	0	0	0	3,001	0	0	3,001
Total County Funding	\$0	\$3,001	\$0	\$0	\$0	\$3,001	\$0	\$0	\$3,001
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$3,001	\$0	\$0	\$0	\$3,001	\$0	\$0	\$3,001

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	345.6	345.6	345.6	0.0	345.6
Total Impact	\$0.0	\$0.0	\$345.6	\$345.6	\$345.6	\$0.0	\$345.6

LOCATION:
Site to be determined

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Middle School - Site Acquisition	Existing Capacity 100% New Capacity	Requested By: BOE Project #:
<p>This project will provide funds to acquire a new middle school site. The minimum site for a Middle School should be 50-acres to cover minimum development area plus current forestation and solar feasibility requirements. A portion of the budget also includes a Site Analysis Report to meet the Maryland Department of Planning, Clearinghouse submittal requirements to satisfy the state which is a requirement prior to securing new school property</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	4,000	0	4,000	0	0	4,000
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	1	0	1	0	0	1
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$0	\$0	\$4,001	\$0	\$4,001	\$0	\$0	\$4,001

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	4,001	0	4,001	0	0	4,001
Total County Funding	\$0	\$0	\$0	\$4,001	\$0	\$4,001	\$0	\$0	\$4,001
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$4,001	\$0	\$4,001	\$0	\$0	\$4,001

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
						0.00	0.00
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	460.7	0.0	460.7
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$460.7	\$0.0	\$460.7

LOCATION:
Site to be determined

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Milton Somers M.S. Gym Bleacher Replacement	Existing Capacity 100% New Capacity	Requested By: BOE Project #:
<p>The need is for a bleacher replacement at Milton Somers Middle School, which is located in the town of La Plata. The bleachers are original equipment when the school was constructed in 1964 and need to be replaced for safety to the school, staff, and community. The new bleachers will meet all safety requirements. Funding will be requested in FY 2020.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$0	\$51	\$0	\$51	\$0	\$0	\$51
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	325	325	0	0	325
Administration	0	0	0	1	1	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$0	\$0	\$52	\$326	\$378	\$0	\$0	\$378

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$52	\$326	\$378	\$0	\$0	\$378
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$52	\$326	\$378	\$0	\$0	\$378
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$52	\$326	\$378	\$0	\$0	\$378

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	4.7	0.0	4.7
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$4.7	\$0.0	\$4.7

LOCATION: Milton Somers Middle School

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

COLLEGE OF SOUTHERN MARYLAND SUMMARY

The College of Southern Maryland is a regionally accredited two-year public institution which occupies a 173 acre campus in La Plata and enrolls over 10,000 students. The college operates branch campuses in Calvert and St. Mary's Counties. The college has entered into a partnership with University of Maryland, University College for providing four-year degrees in selected programs at the CSM-UMUC Waldorf Center. Campus infrastructure, construction and renovation is the shared responsibility of State and local governments. Projects are managed by college personnel.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$1,797	\$0	\$0	\$0	\$1,797	\$1,104	\$0	\$2,901
Land & ROW	50	0	0	0	0	50	1,078	0	1,128
Construction	5,327	0	22,808	0	0	28,135	9,411	0	37,546
Equipment	0	0	0	4,367	0	4,367	1,000	0	5,367
Administration	1	1	1	1	0	4	4	0	8
Inspection	209	0	0	0	0	209	255	0	464
Miscellaneous	0	0	0	0	0	0	155	0	155
Contingency	653	0	0	0	0	653	347	0	1,000
Total Outlay	\$6,240	\$1,798	\$22,809	\$4,368	\$0	\$35,215	\$13,354	\$0	\$48,569

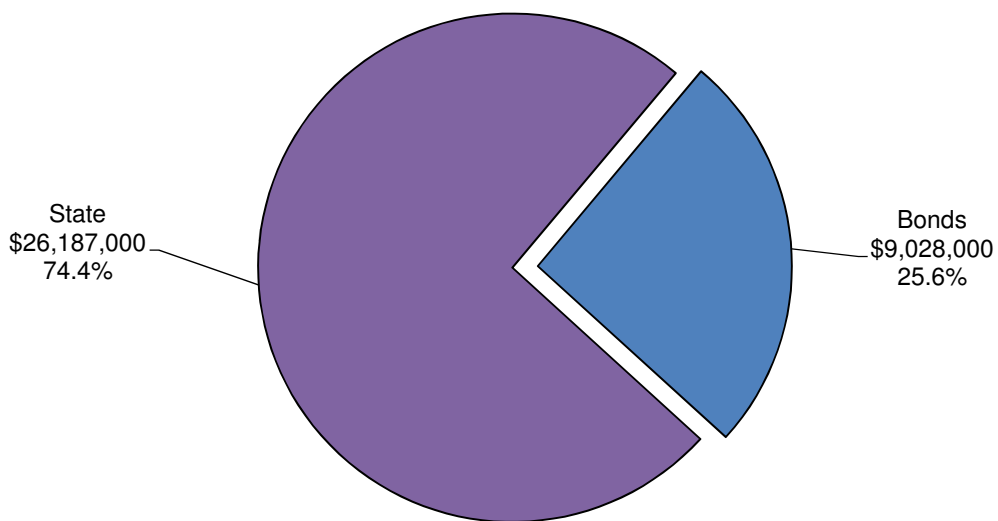
FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$1,785	\$449	\$5,702	\$1,092	\$0	\$9,028	\$4,146	\$0	\$13,174
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$1,785	\$449	\$5,702	\$1,092	\$0	\$9,028	\$4,146	\$0	\$13,174
Federal	0	0	0	0	0	0	0	0	0
State	4,455	1,349	17,107	3,276	0	26,187	9,208	0	35,395
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$6,240	\$1,798	\$22,809	\$4,368	\$0	\$35,215	\$13,354	\$0	\$48,569

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	5.00	5.00	0.00	5.00
Personnel Costs	0.0	0.0	0.0	273.7	283.9	0.0	273.7
Operating	0.0	0.0	0.0	469.7	487.4	0.0	483.0
Start-Up Cost	0.0	0.0	0.0	250.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$993.4	\$771.3	\$0.0	\$756.7
Debt Service: Bonds	372.9	524.6	563.6	1,044.4	1,134.9	372.9	1,535.3
Total Impact	\$372.9	\$524.6	\$563.6	\$2,037.8	\$1,906.2	\$372.9	\$2,292.0

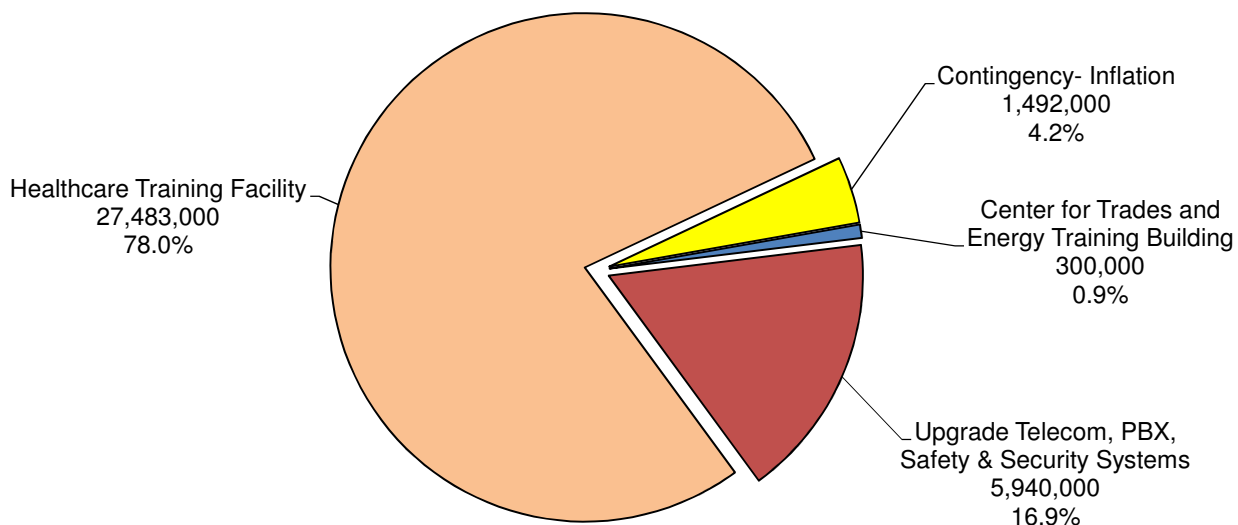
Projects with Future Operating Impacts:

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020	FTE
Healthcare Training Facility	0.0	0.0	0.0	993.4	771.3	756.7	5.00
Total	0.0	0.0	0.0	993.4	771.3	756.7	5.00

FY16-FY20 College of Southern Maryland Financing Sources Total \$35,215,000



FY16-FY20 College of Southern Maryland by Project Total \$35,215,000



For FY16, the CIP funds the Upgrade Telecom, PBX, Safety & Security Systems project and the final work being done on the Center for Trades and Energy Trading Building project. The FY17-FY19 CIP includes the construction of the Health Training Facility in Hughesville.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Center for Trades and Energy Training Building

Requested By: CSM

Project #: 1024

The purpose of this project is to establish a centrally located off-campus center to provide training facilities too costly to locate at each campus but essential to providing students a direct path into gainful employment in fields of high demand. The college is currently negotiating land acquisition. The proposed project will require site development including 150 parking spaces and the construction of the Center for Trades & Energy Training Building.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$601	\$0	\$601
Land & ROW	50	0	0	0	0	50	1,078	0	1,128
Construction	250	0	0	0	0	250	7,961	0	8,211
Equipment	0	0	0	0	0	0	1,000	0	1,000
Administration	0	0	0	0	0	0	3	0	3
Inspection	0	0	0	0	0	0	255	0	255
Miscellaneous	0	0	0	0	0	0	155	0	155
Contingency	0	0	0	0	0	0	347	0	347
Total Outlay	\$300	\$0	\$0	\$0	\$0	\$300	\$11,400	\$0	\$11,700

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year			
												Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds		\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$3,658	\$0	\$3,958
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total County Funding		\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$3,658	\$0	\$3,958
Federal		0	0	0	0	0	0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0	0	0	7,742	0	7,742
Other:		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Funding		\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$11,400	\$0	\$11,700

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp.		Beyond	
						thru FY15	FY 2020	FY 2020	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating (Rental Savings)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	329.0	354.5	354.5	354.5	354.5	329.0	354.5	354.5	354.5
Total Impact	\$329.0	\$354.5	\$354.5	\$354.5	\$354.5	\$329.0	\$354.5	\$354.5	\$354.5

LOCATION:

Hughesville, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Upgrade Telecom, PBX, Safety & Security Systems

Requested By: CSM

Project #: 1026

The College's current communications infrastructure is inadequate to meet the safety and communications needs of students, faculty, staff, and the public. Instruction and operating needs dictate that the college upgrade its' data and telecommunications systems to allow the college to acquire and take advantage of the efficiency of the latest technologically advanced equipment.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$503	\$0	\$503
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	5,077	0	0	0	0	5,077	1,450	0	6,527
Equipment	0	0	0	0	0	0	0	0	0
Administration	1	0	0	0	0	1	1	0	2
Inspection	209	0	0	0	0	209	0	0	209
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	653	0	0	0	0	653	0	0	653
Total Outlay	\$5,940	\$0	\$0	\$0	\$0	\$5,940	\$1,954	\$0	\$7,894

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$1,485	\$0	\$0	\$0	\$0	\$1,485	\$488	\$0	\$1,973
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$1,485	\$0	\$0	\$0	\$0	\$1,485	\$488	\$0	\$1,973
Federal	0	0	0	0	0	0	0	0	0
State	4,455	0	0	0	0	4,455	1,466	0	5,921
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$5,940	\$0	\$0	\$0	\$0	\$5,940	\$1,954	\$0	\$7,894

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	43.9	170.1	170.1	170.1	170.1	43.9	170.1
Total Impact	\$43.9	\$170.1	\$170.1	\$170.1	\$170.1	\$43.9	\$170.1

LOCATION:

All Campuses

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Healthcare Training Facility

Requested By: CSM

Project #:

Allied health programs are some of the most expensive programs offered by the College. The substantial cost for these programs makes it difficult for the college to offer these programs on all campuses; therefore students are substantially burdened to attend classes at a campus not in their county. This building will provide learning space specifically designed for allied health programs and at a convenient centralized location.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$1,797	\$0	\$0	\$0	\$1,797	\$0	\$0	\$1,797
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	21,683	0	0	21,683	0	0	21,683
Equipment	0	0	0	4,000	0	4,000	0	0	4,000
Administration	0	1	1	1	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$1,798	\$21,684	\$4,001	\$0	\$27,483	\$0	\$0	\$27,483

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$449	\$5,421	\$1,000	\$0	\$6,870	\$0	\$0	\$6,870
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$449	\$5,421	\$1,000	\$0	\$6,870	\$0	\$0	\$6,870
Federal	0	0	0	0	0	0	0	0	0
State	0	1,349	16,263	3,001	0	20,613	0	0	20,613
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$1,798	\$21,684	\$4,001	\$0	\$27,483	\$0	\$0	\$27,483

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	5.00	5.00	5.00
Personnel Costs	0.0	0.0	0.0	273.7	283.9	273.7
Operating	0.0	0.0	0.0	469.7	487.4	483.0
Start-Up Cost	0.0	0.0	0.0	250.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$993.4	\$771.3	\$756.7
Debt Service: Bonds	0.0	0.0	39.0	519.8	610.3	1,010.7
Total Impact	\$0.0	\$0.0	\$39.0	\$1,513.2	\$1,381.6	\$1,767.4

LOCATION:

Regional Campus

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

GENERAL GOVERNMENT SUMMARY

General Government projects include infrastructure that supports public services for a variety of purposes, financed by the County's General Fund Operating Budget, and are not associated with specific program revenue, such as water, sewer, or landfill operations. In most cases, the projects are managed by Charles County Government employees.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$827	\$662	\$1,694	\$344	\$239	\$3,766	\$833	\$6,450	\$11,049
Land & ROW	2,006	2,306	3,295	2,681	2,756	13,044	692	3,638	17,374
Construction	845	1,121	3,399	4,952	3,335	13,652	1,484	11,746	26,882
Equipment	0	82	1,138	199	0	1,419	967	25,788	28,174
Administration	100	105	247	257	168	877	69	339	1,285
Inspection	20	41	115	145	109	430	0	1,077	1,507
Miscellaneous	31	21	57	46	33	188	28	249	465
Contingency	55	101	430	468	291	1,345	163	1,645	3,153
Total Outlay	\$3,884	\$4,439	\$10,375	\$9,092	\$6,931	\$34,721	\$4,236	\$50,932	\$89,889

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year		
												Total '16-'20	Approp. thru FY15	
Bonds		\$2,148	\$3,138	\$7,822	\$6,614	\$4,562						\$24,284	\$3,260	\$49,669
Operating Transfer	General Fund	607	301	838	421	312						2,479	348	90
Total County Funding		\$2,755	\$3,439	\$8,660	\$7,035	\$4,874						\$26,763	\$3,608	\$49,759
Federal		0	0	0	0	0						0	370	0
State		1,100	1,000	1,000	1,000	1,000						5,100	258	1,173
Other:		29	0	715	1,057	1,057						2,858	0	0
Total Funding		\$3,884	\$4,439	\$10,375	\$9,092	\$6,931						\$34,721	\$4,236	\$50,932

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	(4.6)	(5.8)	0.0	(1.1)	0.0	11.6
Total Operating	\$0.0	(\$4.6)	(\$5.8)	\$0.0	(\$1.1)	\$0.0	\$11.6
Debt Service: Bonds	293.2	475.8	748.2	1,408.4	1,961.9	293.2	5,249.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$293.2	\$471.2	\$742.4	\$1,408.4	\$1,960.8	\$293.2	\$5,260.9

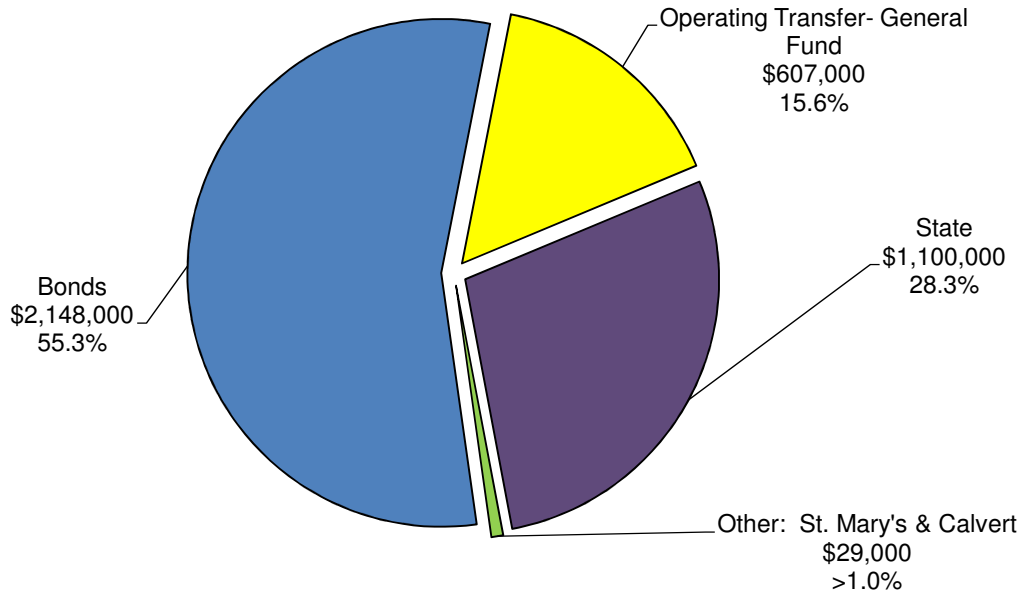
Projects with Future Operating Impacts:

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Lighting Retrofit	0.0	(3.6)	(3.7)	(3.8)	(3.9)
Financial Software Replacement	0.0	0.0	0.0	7.0	7.2
Generator Replacement Program	0.0	(1.0)	(2.1)	(3.2)	(4.4)
La Plata Library Relocation	0.0	0.0	0.0	0.0	0.0
Total	0.0	(4.6)	(5.8)	0.0	(1.1)

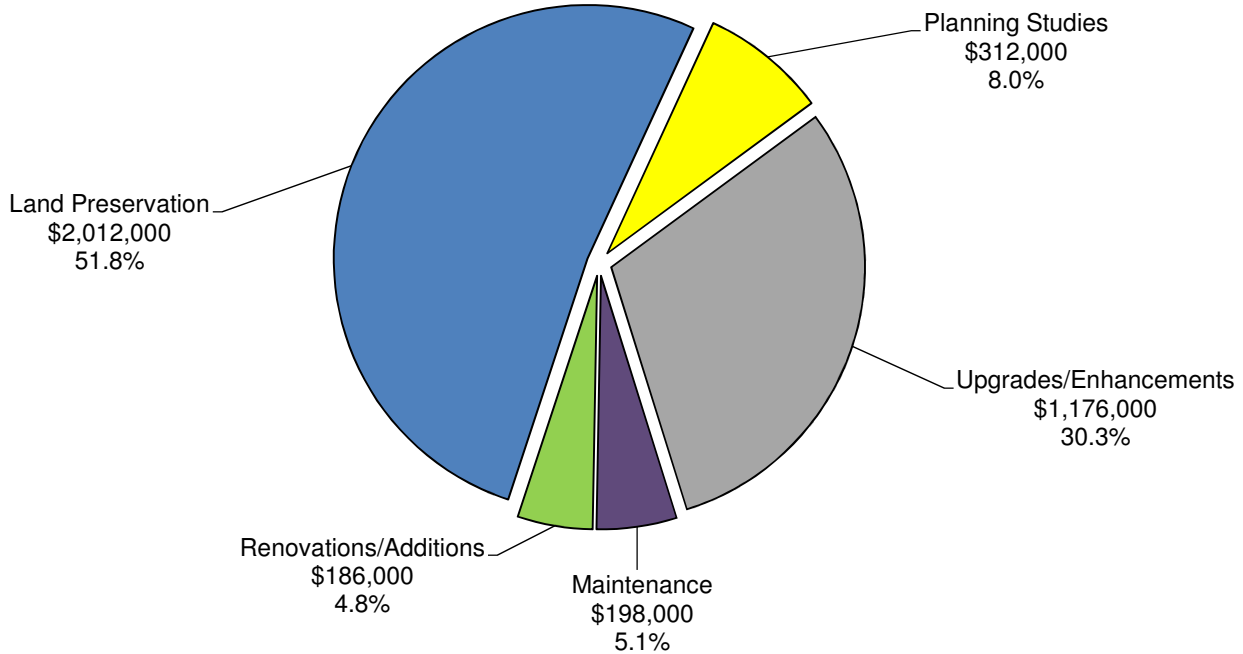
Beyond FY 2020
(4.0)
7.4
(4.5)
12.7
11.6

FTE
0.00
0.00
0.00
0.00
0.0

FY16 General Government Financing Sources
Total \$3,884,000

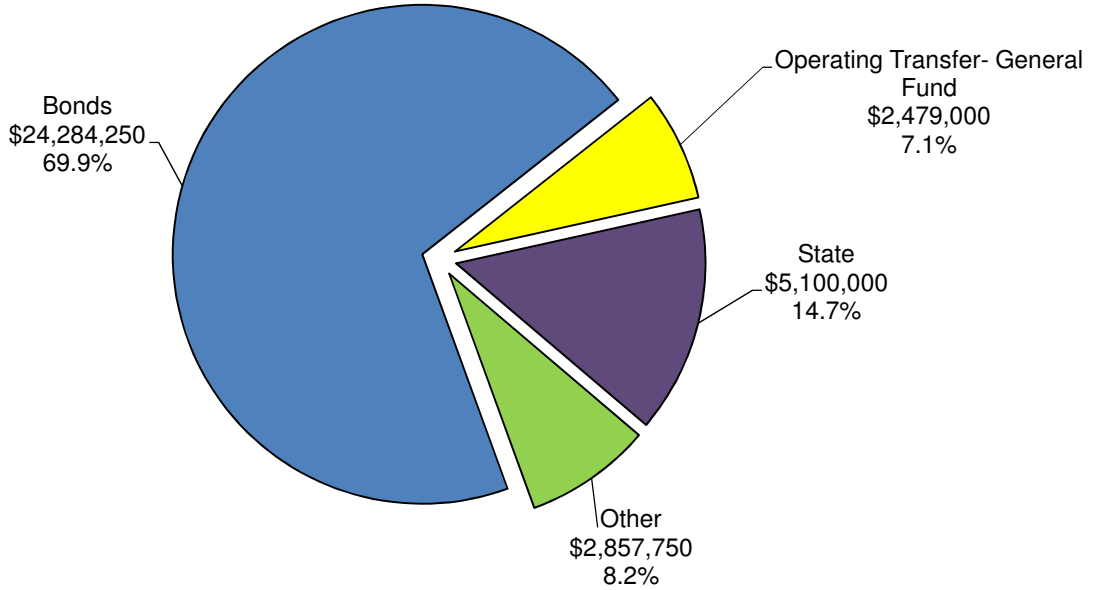


FY16 General Government by Project Type
Total \$3,884,000

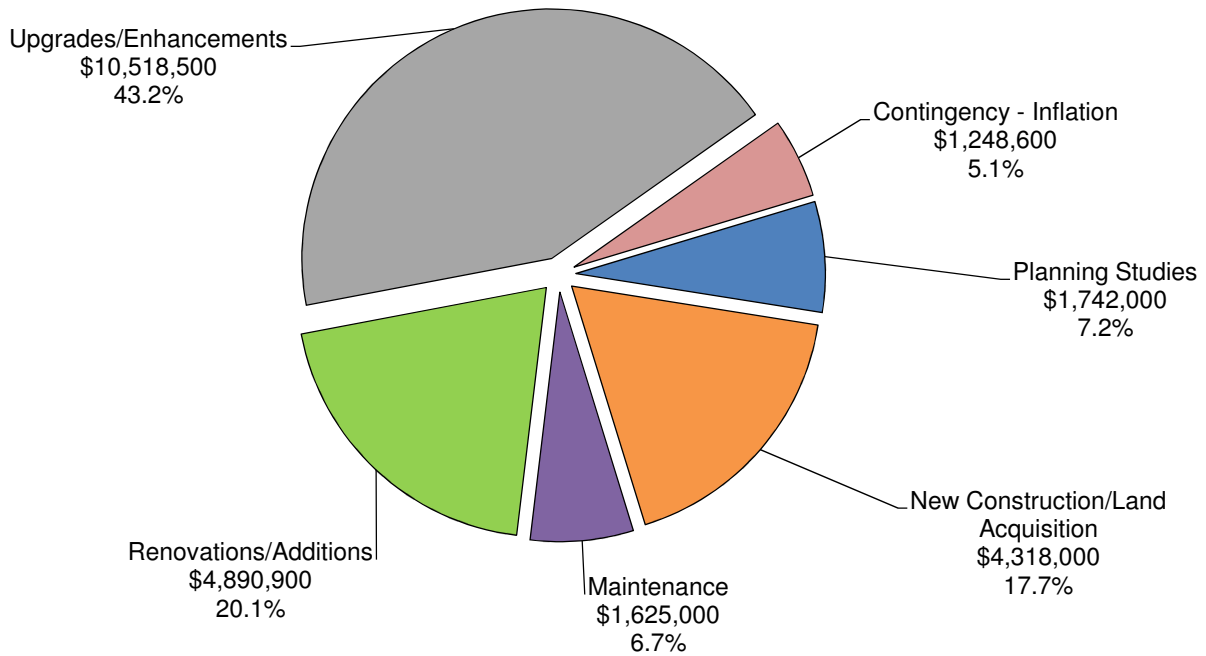


Included in Land Preservation is funding for the continuance of the Rural Legacy and Agricultural Preservation Programs. Additionally, included in the Upgrades/Enhancements are projects to improve various County parking lots, the P.D. Brown Library, and the Radio Communication Systems Upgrade.

FY16-FY20 General Government Financing Sources
Total \$34,721,000



FY16-FY20 General Government by Project Type
Total \$34,721,000



Included in Land Preservation are funds to allow the County to acquire land as part of its Rural Legacy Program and Agricultural Preservation Program. Both of these projects are aimed at protecting the County's rural areas and natural resources. New Construction/Land Acquisition includes La Plata Library Relocation.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Rural Legacy Program	Project #: 3222
<p>This project will continue funding for an existing project allowing the purchase conservation easements on productive farm and forest land within the Zekiah Watershed Rural Legacy Area. This funding is also used to leverage additional funding from the State.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	1,506	1,506	1,506	1,506	1,506	7,530	0	1,506	9,036
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	3	18
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	5	5
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$1,509	\$1,509	\$1,509	\$1,509	\$1,509	\$7,545	\$0	\$1,514	\$9,059

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$509	\$509	\$509	\$509	\$509	\$2,545	\$0	\$514	\$3,059
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$509	\$509	\$509	\$509	\$509	\$2,545	\$0	\$514	\$3,059
Federal	0	0	0	0	0	0	0	0	0
State	1,000	1,000	1,000	1,000	1,000	5,000	0	1,000	6,000
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$1,509	\$1,509	\$1,509	\$1,509	\$1,509	\$7,545	\$0	\$1,514	\$9,059

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	43.3	87.5	132.6	178.7	225.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$43.3	\$87.5	\$132.6	\$178.7	\$225.2

LOCATION:
Zekiah Watershed Rural Legacy Area which runs north to south through Charles County. The boundary is Md. State Route 6.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME: Agricultural Preservation	Requested By: PGM Project #: 3223
This project will continue funding for an existing project allowing the purchase of conservation easements on productive farm and forest land. This funding is also used to leverage the additional funding from the State at a ratio of \$1.00 of County funding for every \$1.50 of state funding.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	500	500	500	500	500	2,500	0	500	3,000
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	10	25
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	5	5
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$503	\$503	\$503	\$503	\$503	\$2,515	\$0	\$515	\$3,030

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$503	\$503	\$503	\$503	\$503	\$2,515	\$0	\$515	\$3,030
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$503	\$503	\$503	\$503	\$503	\$2,515	\$0	\$515	\$3,030
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$503	\$503	\$503	\$503	\$503	\$2,515	\$0	\$515	\$3,030
<i>State will match \$1.50 for every \$1 of County funds:</i>	<i>\$750</i>	<i>\$750</i>	<i>\$750</i>	<i>\$750</i>	<i>\$750</i>	<i>\$3,750</i>			

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	42.7	86.4	131.0	176.6	223.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$42.7	\$86.4	\$131.0	\$176.6	\$223.2

LOCATION:
Primarily for agricultural lands located in the southern part of Charles County.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Purchase of Developments Rights (PDR) Program	Project #: 3182
<p>This Program would allow for the continued purchase of Transferrable Development Rights (TDR) and would create some stability to the County's TDR market. Funding this program has been a recommendation of several reports and studies, including the Report of the Charles County Rural Commission, the Assessment of the County's TDR Program, and the Land Preservation Parks and Recreation Plan.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	300	600	675	750	2,325	692	750	3,767
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	3	3	3	3	12	21	3	36
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	2	0	2
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$303	\$603	\$678	\$753	\$2,337	\$715	\$753	\$3,805

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$303	\$603	\$678	\$753	\$2,337	\$715	\$753	\$3,805
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$303	\$603	\$678	\$753	\$2,337	\$715	\$753	\$3,805
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$303	\$603	\$678	\$753	\$2,337	\$715	\$753	\$3,805

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	64.3	64.3	90.6	144.1	205.5	64.3	273.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$64.3	\$64.3	\$90.6	\$144.1	\$205.5	\$64.3	\$273.7

LOCATION:
 Targeted to farm and forest lands in rural areas of Charles County.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Various Maintenance Projects	Project #: 3224
Funding is necessary for various maintenance projects, such as, roof repairs, HVAC repairs/upgrades, gutters, soffits, windows and various renovation projects. This project would also allow a funding mechanism for items that suffer catastrophic failures, such as, boilers, compressors and other major equipment that is not funded in the operating budget.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	175	175	350	375	375	1,450	0	375	1,825
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	2	17
Inspection	20	20	40	40	40	160	0	40	200
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$198	\$198	\$393	\$418	\$418	\$1,625	\$0	\$417	\$2,042

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$198	\$393	\$418	\$418	\$1,427	\$0	\$417	\$1,844
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	198	0	0	0	0	198	0	0	198
Total County Funding	\$198	\$198	\$393	\$418	\$418	\$1,625	\$0	\$417	\$2,042
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$198	\$198	\$393	\$418	\$418	\$1,625	\$0	\$417	\$2,042

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	17.2	52.0	89.9	127.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$17.2	\$52.0	\$89.9	\$127.7

LOCATION:
Various County Facilities

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Various Planning and Growth Management Studies	Project #: 3225
1.) Maryland Geological Survey groundwater monitoring - required. 2.) Study of historic re-use options for buildings in Port Tobacco Village. 3.) Additional studies related to the Comprehensive Plan (as may be needed or directed by the Charles County Planning Commission and/or as directed by the Charles County Board of Commissioners). 4.) Planning studies as directed by the Charles County Board of Commissioners.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$125	\$125	\$195	\$195	\$125	\$765	\$0	\$80	\$845
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	11	11	11	11	5	49	0	5	54
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	5	5	5	5	5	25	0	5	30
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$141	\$141	\$211	\$211	\$135	\$839	\$0	\$90	\$929

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer - General Fund	141	141	211	211	135	839	0	90	929
Total County Funding	\$141	\$141	\$211	\$211	\$135	\$839	\$0	\$90	\$929
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$141	\$141	\$211	\$211	\$135	\$839	\$0	\$90	\$929

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:
 Various areas throughout Charles County.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Lighting Retrofit	Project #: 3195
This project includes replacing T12 light fixtures throughout County owned facilities to T8 lighting fixtures, which are more energy efficient. T12 lighting fixtures will be phased out of production starting July 2012.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	13	13	13	0	39	26	0	65
Equipment	0	82	82	82	0	246	164	0	410
Administration	0	3	3	3	0	9	6	0	15
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	8	8	8	0	24	16	0	40
Total Outlay	\$0	\$106	\$106	\$106	\$0	\$318	\$212	\$0	\$530

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$106	\$106	\$106	\$0	\$318	\$212	\$0	\$530
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$106	\$106	\$106	\$0	\$318	\$212	\$0	\$530
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$106	\$106	\$106	\$0	\$318	\$212	\$0	\$530

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	(3.6)	(3.7)	(3.8)	(3.9)	0.0	(4.0)
Total Operating	\$0.0	(\$3.6)	(\$3.7)	(\$3.8)	(\$3.9)	\$0.0	(\$4.0)
Debt Service: Bonds	19.1	19.1	28.3	37.7	47.3	19.1	47.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$19.1	\$15.5	\$24.6	\$33.9	\$43.4	\$19.1	\$43.3

LOCATION:
Various County Facilities

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:

Courthouse Renovation

Requested By: DPW

Project #: 3165

Renovations will be performed to enable the Circuit Court to use this space after the District Court relocates to the new building. This project will provide enhanced courtrooms, ADA upgrade compliances, upgrading mechanical and electrical systems and renovating space to accommodate the needs of the Circuit Court. The project will utilize "swing space" for occupants during renovations and will allow for twelve phases of construction, including renovation of existing bathrooms to meet ADA compliance.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$10	\$10	\$20	\$0	\$0	\$20
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	98	60	60	218	608	0	826
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	3	3	3	9	9	0	18
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	6	6	12	0	0	12
Total Outlay	\$0	\$0	\$101	\$79	\$79	\$259	\$617	\$0	\$876

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$101	\$79	\$79	\$259	\$537	\$0	\$796
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	80	0	80
Total County Funding	\$0	\$0	\$101	\$79	\$79	\$259	\$617	\$0	\$876
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$101	\$79	\$79	\$259	\$617	\$0	\$876

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	48.3	48.3	48.3	57.3	64.4	48.3	64.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$48.3	\$48.3	\$48.3	\$57.3	\$64.4	\$48.3	\$64.4

LOCATION:

Charles County Courthouse; La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME: Engineering Plan Digitization	Requested By: DPW Project #: 3187
Update and digitize existing engineering plans for buildings. This is to be phased in and ongoing to maintain records.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$30	\$30	\$0	\$60	\$100	\$0	\$160
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	3	3	0	6	9	0	15
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$0	\$33	\$33	\$0	\$66	\$109	\$0	\$175

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance- Bond Premium	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	33	33	0	66	109	0	175
Total County Funding	\$0	\$0	\$33	\$33	\$0	\$66	\$109	\$0	\$175
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$33	\$33	\$0	\$66	\$109	\$0	\$175

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION: N/A

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Sheriff's Office Improvements	Project #: 3197
Upgrade existing infrastructure to include the following: Sheriff's Headquarters Renovation - \$20K, Sheriff's Annex Freight Elevator - \$100K.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$5	\$0	\$0	\$5	\$0	\$0	\$5
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	120	0	0	120	0	0	120
Equipment	0	0	0	0	0	0	353	0	353
Administration	0	0	3	0	0	3	3	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	5	0	0	5	5	0	10
Contingency	0	0	12	0	0	12	35	0	47
Total Outlay	\$0	\$0	\$145	\$0	\$0	\$145	\$396	\$0	\$541

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$145	\$0	\$0	\$145	\$396	\$0	\$541
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$145	\$0	\$0	\$145	\$396	\$0	\$541
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$145	\$0	\$0	\$145	\$396	\$0	\$541

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	35.6	35.6	35.6	48.5	48.5	35.6	48.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$35.6	\$35.6	\$35.6	\$48.5	\$48.5	\$35.6	\$48.5

LOCATION:
Sheriff's Department facilities

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME: Parking Lot Improvements	Requested By: DPW Project #: 3186
<p>This project includes parking lot improvements to governmental facilities, to include, paving, patching, striping and miscellaneous parking lot repairs. The parking lots need to be maintained to prevent slips, trips, falls and damage to vehicles. Parking lots will begin to fail if not properly maintained.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	300	0	0	0	0	300	310	0	610
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	0	0	0	0	3	3	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	30	0	0	0	0	30	20	0	50
Total Outlay	\$333	\$0	\$0	\$0	\$0	\$333	\$333	\$0	\$666

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$333	\$0	\$0	\$0	\$0	\$333	\$34	\$0	\$367
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$333	\$0	\$0	\$0	\$0	\$333	\$34	\$0	\$367
Federal 80%	0	0	0	0	0	0	266	0	266
State 10%	0	0	0	0	0	0	33	0	33
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$333	\$0	\$0	\$0	\$0	\$333	\$333	\$0	\$666

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	3.1	31.4	31.4	31.4	31.4	3.1	31.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$3.1	\$31.4	\$31.4	\$31.4	\$31.4	\$3.1	\$31.4

LOCATION: Various Locations

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
P.D. Brown Library Improvements	Project #: 3216
This project includes a roof replacement on the original building and replacement of rooftop HVAC units, which have reached their life expectancy and are high maintenance.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	180	0	0	0	0	180	0	0	180
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	0	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	18	0	0	0	0	18	0	0	18
Total Outlay	\$201	\$0	\$0	\$0	\$0	\$201	\$0	\$0	\$201

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$201	\$0	\$0	\$0	\$0	\$201	\$0	\$0	\$201
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$201	\$0	\$0	\$0	\$0	\$201	\$0	\$0	\$201
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$201	\$0	\$0	\$0	\$0	\$201	\$0	\$0	\$201

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	17.1	17.1	17.1	17.1	17.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$17.1	\$17.1	\$17.1	\$17.1	\$17.1

LOCATION:
P.D. Brown Library, Waldorf

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Robert J. Fuller Transitional Home Improvements	Project #:
Capital maintenance services due to cyclical maintenance and replacements to include the following: Parking lot resealing and striping - \$30K, Flooring Replacement - \$20K, and exterior painting - \$20K.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	70	0	0	70	0	0	70
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	3	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	7	0	0	7	0	0	7
Total Outlay	\$0	\$0	\$80	\$0	\$0	\$80	\$0	\$0	\$80

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$60	\$0	\$0	\$60	\$0	\$0	\$60
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	20	0	0	20	0	0	20
Total County Funding	\$0	\$0	\$80	\$0	\$0	\$80	\$0	\$0	\$80
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$80	\$0	\$0	\$80	\$0	\$0	\$80

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	5.3	5.3	5.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$5.3	\$5.3	\$5.3

LOCATION: Robert J. Fuller Transitional Home, Waldorf

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Generator Replacement Program	Project #: 3208
Replace aging generators at various facilities that have exceeded their life cycle, have high repairs costs and/or are deemed unreliable.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total 15-'19	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	100	100	100	100	400	140	0	540
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	3	3	3	3	12	3	0	15
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	10	10	10	10	40	10	0	50
Total Outlay	\$0	\$113	\$113	\$113	\$113	\$452	\$153	\$0	\$605

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total 15-'19	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$61	\$61	\$61	\$61	\$244	\$153	\$0	\$397
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	52	52	52	52	208	0	0	208
Total County Funding	\$0	\$113	\$113	\$113	\$113	\$452	\$153	\$0	\$605
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$113	\$113	\$113	\$113	\$452	\$153	\$0	\$605

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	(1.0)	(2.1)	(3.2)	(4.4)	0.0	(4.5)
Total Operating	\$0.0	(\$1.0)	(\$2.1)	(\$3.2)	(\$4.4)	\$0.0	(\$4.5)
Debt Service: Bonds	13.8	13.8	19.1	24.5	30.0	13.8	30.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$13.8	\$12.8	\$17.0	\$21.3	\$25.6	\$13.8	\$25.5

LOCATION:
Various County facilities

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:

Develop Road Safety Prioritization Measure & Inventory

Requested By: PGM

Project #: 3210

Utilize a transportation safety consultant to develop a systematic safety inventory of County roads. This can be achieved by selecting a road safety prioritization measure from available methodologies, such as usRAP. Use this inventory to identify and prioritize several cost-effective safety measures which can be implemented to reduce crash rates on Charles County roads. Provide a database that can easily be maintained and updated by Charles County staff on a regular basis. This tool would enable data-driven decisions for prioritization of the use of roadway safety funds, data could be available for informed decisions by the Traffic Safety Committee and the inventory could also be an objective basis for requiring improvements by developers.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total 15-'19			
Architectural & Engineering	\$10	\$10	\$10	\$0	\$0	\$30	\$30	\$0	\$60
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	5	4	4	0	0	13	5	0	18
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	3	3	3	0	0	9	3	0	12
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$18	\$17	\$17	\$0	\$0	\$52	\$38	\$0	\$90

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total 15-'19	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	18	17	17	0	0	52	38	0	90
Total County Funding	\$18	\$17	\$17	\$0	\$0	\$52	\$38	\$0	\$90
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$18	\$17	\$17	\$0	\$0	\$52	\$38	\$0	\$90

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:

N/A

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME: WURC Implementation Studies	Requested By: PGM Project #: 3213
In support of the Waldorf Urban Redevelopment Corridor implementation, various studies and consultant services are anticipated. The studies include but are not limited to the Maryland Stadium Authority analysis for the WURC plans, a redevelopment study/analysis, and miscellaneous consultant services to assist with the redevelopment district.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$77	\$77	\$77	\$77	\$77	\$385	\$107	\$77	\$569
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	6	6	6	6	6	30	6	6	42
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	8	8	8	8	8	40	8	8	56
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$91	\$91	\$91	\$91	\$91	\$455	\$121	\$91	\$667

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$91	\$91
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	91	91	91	91	91	455	121	0	576
Total County Funding	\$91	\$91	\$91	\$91	\$91	\$455	\$121	\$91	\$667
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$91	\$91	\$91	\$91	\$91	\$455	\$121	\$91	\$667

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	8.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$8.2

LOCATION: Waldorf, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Uninterrupted Power Supply (UPS) Replacement Program	Project #:
Replace existing Uninterrupted Power Supply (UPS) systems at various County facilities. FY2018 includes UPS replacements at the Charles County Government Building Commissioners Wing and P.D. Brown Library.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	50	50	50	150	0	0	150
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	3	3	3	9	0	0	9
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	5	5	5	15	0	0	15
Total Outlay	\$0	\$0	\$58	\$58	\$58	\$174	\$0	\$0	\$174

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$58	\$58	\$58	\$174	\$0	\$0	\$174
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$58	\$58	\$58	\$174	\$0	\$0	\$174
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$58	\$58	\$58	\$174	\$0	\$0	\$174

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	5.1	10.4	10.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$5.1	\$10.4	\$10.4

LOCATION:
Various County facilities

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Benedict Waterfront Village Enhancements	Project #: 3188
<p>To continue the village enhancement projects identified in the Benedict Waterfront Village Revitalization Plan. This project will complete the design and construction of the Village Green located on Benedict Avenue adjacent to the Post Office and new Fire Station.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$25	\$0	\$0	\$0	\$0	\$25	\$144	\$0	\$169
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	100	0	0	0	0	100	400	0	500
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	0	0	0	0	15	0	0	15
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	5	0	0	0	0	5	10	0	15
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$145	\$0	\$0	\$0	\$0	\$145	\$554	\$0	\$699

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$45	\$0	\$0	\$0	\$0	\$45	\$225	\$0	\$270
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$45	\$0	\$0	\$0	\$0	\$45	\$225	\$0	\$270
Federal	0	0	0	0	0	0	104	0	104
State (MHAA)	100	0	0	0	0	100	225	0	325
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$145	\$0	\$0	\$0	\$0	\$145	\$554	\$0	\$699

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	20.2	24.1	24.1	24.1	24.1	20.2	24.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$20.2	\$24.1	\$24.1	\$24.1	\$24.1	\$20.2	\$24.1

LOCATION:
Benedict, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Automation & Technology Master Plan- Facilities	Project #: 3177
<p>This project request is the result of a study by Westin Engineering to determine the Information Technology needs of the Department of Public Works. The project will include emphasis on asset management, data management, work management, and performance management. The ultimate goal of this project is to allow the department to accomplish its' functions even in periods of growth without adding field staff and to make more efficient use of the resources currently available. The project has been broken down into phases by division and functions, as follows: Phase I – Buildings & Trades (approved), Phase II – Parks & Grounds, Phase III – Roads, Phase IV – Landfill which will be funded through the Solid Waste Fund.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$70	\$0	\$0	\$70	\$452	\$0	\$522
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	225	0	0	225	450	0	675
Administration	0	0	3	0	0	3	4	0	7
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	30	0	0	30	82	0	112
Total Outlay	\$0	\$0	\$328	\$0	\$0	\$328	\$988	\$0	\$1,316

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$328	\$0	\$0	\$328	\$988	\$0	\$1,316
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$328	\$0	\$0	\$328	\$988	\$0	\$1,316
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$328	\$0	\$0	\$328	\$988	\$0	\$1,316

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	88.9	88.9	88.9	118.0	118.0	88.9	118.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$88.9	\$88.9	\$88.9	\$118.0	\$118.0	\$88.9	\$118.0

LOCATION:
Department of Public Works- Facilities Building, Radio Station Road, La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME: Countywide Building Re-Keying	Requested By: DPW Project #:
Convert all County buildings to a new (Best) key system with interchangeable cores, to include installation of magnetic door releases and card readers. This will enhance the overall consistency and security of all County facilities.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	40	0	40	0	0	40
Equipment	0	0	0	100	0	100	0	0	100
Administration	0	0	0	3	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	14	0	14	0	0	14
Total Outlay	\$0	\$0	\$0	\$157	\$0	\$157	\$0	\$0	\$157

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$157	\$0	\$157	\$0	\$0	\$157
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$157	\$0	\$157	\$0	\$0	\$157
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$157	\$0	\$157	\$0	\$0	\$157

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	14.2	14.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$14.2	\$14.2

LOCATION: Various County Buildings
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APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME: Security Upgrades	Requested By: DPW Project #: 3217
To provide security upgrades to various locations at the Government Building. The following locations will be upgraded: Commissioners' Wing Reception Area, County Attorney's Office, Permits Division and the Government Building main entrance.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$5	\$0	\$0	\$0	\$0	\$5	\$0	\$0	\$5
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	50	0	0	0	0	50	0	0	50
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	0	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	3	0	0	0	0	3	0	0	3
Total Outlay	\$61	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$61

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	61	0	0	0	0	61	0	0	61
Total County Funding	\$61	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$61
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$61	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$61

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION: Various County Buildings
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APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Health Department Roof Replacement	Project #: 3218
A condition assessment report for the Health Department's roof was completed in February, 2014. Based on the findings of the evaluation, a complete replacement of the existing roof is recommended.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$170	\$0	\$0	\$0	\$0	\$170	\$0	\$0	\$170
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	833	833	0	0	1,666	0	0	1,666
Equipment	0	0	0	0	0	0	0	0	0
Administration	11	45	45	0	0	101	0	0	101
Inspection	0	21	21	0	0	42	0	0	42
Miscellaneous	5	5	5	0	0	15	0	0	15
Contingency	0	83	83	0	0	166	0	0	166
Total Outlay	\$186	\$987	\$987	\$0	\$0	\$2,160	\$0	\$0	\$2,160

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$186	\$987	\$987	\$0	\$0	\$2,160	\$0	\$0	\$2,160
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$186	\$987	\$987	\$0	\$0	\$2,160	\$0	\$0	\$2,160
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$186	\$987	\$987	\$0	\$0	\$2,160	\$0	\$0	\$2,160

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	15.8	101.5	189.0	189.0	0.0	189.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$15.8	\$101.5	\$189.0	\$189.0	\$0.0	\$189.0

LOCATION:
White Plains, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Charles County Courthouse HVAC Improvements	Project #:
<p>A study to identify existing conditions and deficiencies of the Charles County Courthouse's HVAC systems was completed in August, 2013. The evaluation addressed the air handling system, air cooled chillers, fuel oil fired boiler system, hydronic pumping systems, building exhaust systems, and the energy management system. Based on the findings of the study, improvements to these systems were recommended.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$220	\$0	\$0	\$220	\$0	\$0	\$220
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,100	1,100	2,200	0	0	2,200
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	14	55	55	124	0	0	124
Inspection	0	0	0	26	25	51	0	0	51
Miscellaneous	0	0	5	10	10	25	0	0	25
Contingency	0	0	0	110	110	220	0	0	220
Total Outlay	\$0	\$0	\$239	\$1,301	\$1,300	\$2,840	\$0	\$0	\$2,840

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$239	\$1,301	\$1,300	\$2,840	\$0	\$0	\$2,840
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$239	\$1,301	\$1,300	\$2,840	\$0	\$0	\$2,840
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$239	\$1,301	\$1,300	\$2,840	\$0	\$0	\$2,840

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	21.2	139.0	0.0	139.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$21.2	\$139.0	\$0.0	\$139.0

LOCATION:
La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Government Building Water Infiltration Improvements	Project #:
<p>An evaluation to determine the cause of water infiltration in various areas of the Charles County Government Building was completed in September, 2013. Based on the findings of the study, improvements/replacement of windows and spot repairs to the building's brick were recommended.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$14	\$0	\$0	\$14	\$0	\$0	\$14
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	137	0	0	137	0	0	137
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	8	0	0	8	0	0	8
Inspection	0	0	15	0	0	15	0	0	15
Miscellaneous	0	0	2	0	0	2	0	0	2
Contingency	0	0	14	0	0	14	0	0	14
Total Outlay	\$0	\$0	\$190	\$0	\$0	\$190	\$0	\$0	\$190

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$190	\$0	\$0	\$190	\$0	\$0	\$190
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$190	\$0	\$0	\$190	\$0	\$0	\$190
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$190	\$0	\$0	\$190	\$0	\$0	\$190

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	16.9	16.9	16.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$16.9	\$16.9	\$16.9

LOCATION: La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME: Detention Center Roof Replacement	Requested By: PGM Project #:
<p>An evaluation of the existing flat roof for the Detention Center was completed in June, 2013. The study looked at the existing condition of the flat membrane roof to determine the approximate remaining service life and provided recommendations for repair or replacement. Additionally, the roofing system was reviewed for Code implications to determine if the flat roof drainage capacity met the requirement for a 100 year storm event. Based on the findings of the study, replacement of the roof was recommended.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$190	\$0	\$0	\$190	\$0	\$0	\$190
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	950	950	0	1,900	0	0	1,900
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	57	48	0	105	0	0	105
Inspection	0	0	24	24	0	48	0	0	48
Miscellaneous	0	0	11	10	0	21	0	0	21
Contingency	0	0	114	95	0	209	0	0	209
Total Outlay	\$0	\$0	\$1,346	\$1,126	\$0	\$2,472	\$0	\$0	\$2,472

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$1,346	\$1,126	\$0	\$2,472	\$0	\$0	\$2,472
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$1,346	\$1,126	\$0	\$2,472	\$0	\$0	\$2,472
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$1,346	\$1,126	\$0	\$2,472	\$0	\$0	\$2,472

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	119.4	221.3	221.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$119.4	\$221.3	\$221.3

LOCATION: La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Detention Center Annex Roof and Walls Improvements	Project #:
<p>An evaluation of the existing roof and exterior walls was completed in November, 2013. Based on the findings of the evaluation, replacement of the flat roof along with various general repairs to the walls were recommended.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$67	\$0	\$0	\$67	\$0	\$0	\$67
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	335	335	0	670	0	0	670
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	20	17	0	37	0	0	37
Inspection	0	0	10	8	0	18	0	0	18
Miscellaneous	0	0	4	3	0	7	0	0	7
Contingency	0	0	34	34	0	68	0	0	68
Total Outlay	\$0	\$0	\$470	\$397	\$0	\$867	\$0	\$0	\$867

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$470	\$397	\$0	\$867	\$0	\$0	\$867
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$470	\$397	\$0	\$867	\$0	\$0	\$867
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$470	\$397	\$0	\$867	\$0	\$0	\$867

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	41.7	77.6	77.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$41.7	\$77.6	\$77.6

LOCATION: La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Detention Center and Detention Center Annex Improvements	Project #:
Project consists for various improvements to include, flooring repairs, rebuild gating system, add personnel gate, intercom system replacement, upgrade sprinkler system, door control system, install hand rails, and expand electrical service.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$3	\$3	\$0	\$6	\$0	\$0	\$6
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	75	75	0	150	0	0	150
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	3	3	0	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	4	4	0	8	0	0	8
Total Outlay	\$0	\$0	\$85	\$85	\$0	\$170	\$0	\$0	\$170

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$85	\$85	\$0	\$170	\$0	\$0	\$170
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$85	\$85	\$0	\$170	\$0	\$0	\$170
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$85	\$85	\$0	\$170	\$0	\$0	\$170

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	7.5	15.2	15.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$7.5	\$15.2	\$15.2

LOCATION: Charles County Detention Center

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Detention Center Pump Station Rehab	Project #:
The existing pumps and rail system are aged and in need of replacement. In addition, the pump station will be evaluated to determine the best method for debris handling to reduce pump clogging.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$100
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	75	0	0	75	0	0	75
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	3	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	8	0	0	8	0	0	8
Total Outlay	\$0	\$0	\$186	\$0	\$0	\$186	\$0	\$0	\$186

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$186	\$0	\$0	\$186	\$0	\$0	\$186
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$186	\$0	\$0	\$186	\$0	\$0	\$186
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$186	\$0	\$0	\$186	\$0	\$0	\$186

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	16.5	16.5	16.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$16.5	\$16.5	\$16.5

LOCATION:
Charles County Detention Center

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Tri-County Animal Shelter Improvements	Project #: 3219
<p>Additional improvements to this facility to include roof replacement of the 20 year old shingle roof. The plywood in areas of the roof membrane will need to be replaced as well. Prior appropriations include funds to repair and replace fencing, flooring, walk-in freezer, underground storage tank, boiler replacement, HVAC improvements, one-wing renovation, etc.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	40	0	0	0	0	40	0	0	40
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	0	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	4	0	0	0	0	4	0	0	4
Total Outlay	\$47	\$0	\$0	\$0	\$0	\$47	\$0	\$0	\$47

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		18	0	0	0	0	18	0	0	18
Total County Funding		\$18	\$0	\$0	\$0	\$0	\$18	\$0	\$0	\$18
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: Calvert & St. Mary's		29	0	0	0	0	29	0	0	29
Total Funding		\$47	\$0	\$0	\$0	\$0	\$47	\$0	\$0	\$47

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION: Tri-County Animal Shelter

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: FAS
Replacement of County Financial Software Program	Project #:
<p>Replacement of software and conversion of existing data. This includes all financial applications (General Ledger, Accounts Payable, Accounts Receivable, Procurement, Budget, Project/Grant Accounting, Revenue Accounting, and Asset Tracking). This also includes Payroll Processing, Tax Billing/Collections, and Utility Billing. Current software was acquired in early '90s and is at end of life. Vendor is no longer enhancing software and it is anticipated that the vendor will stop supporting the software in the next 4-5 years.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	766	0	0	766	0	0	766
Administration	0	0	3	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	77	0	0	77	0	0	77
Total Outlay	\$0	\$0	\$846	\$0	\$0	\$846	\$0	\$0	\$846

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$723	\$0	\$0	\$723	\$0	\$0	\$723
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$723	\$0	\$0	\$723	\$0	\$0	\$723
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: Other Funds	0	0	123	0	0	123	0	0	123
Total Funding	\$0	\$0	\$846	\$0	\$0	\$846	\$0	\$0	\$846

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	7.0	7.2	0.0	7.4
Total Operating	\$0.0	\$0.0	\$0.0	\$7.0	\$7.2	\$0.0	\$7.4
Debt Service: Bonds	0.0	0.0	0.0	64.1	64.1	0.0	64.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$71.1	\$71.3	\$0.0	\$71.5

LOCATION:
La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:

Public Facility Impact Fee Analysis

Requested By: PGM

Project #:

In order for the County to gain a better understanding of the costs associated with growth and how to best meet the financial challenges brought on by growth, it is recommended that a County-wide public facility impact fee analysis be conducted as related to new development costs and impacts. This study may or may not result in recommendations for new or revised impact fees related to: sewer, water, roads, schools, parks, drainage, fire and emergency services or potentially other areas of impact such as farmland and open space preservation costs. A benefit/cost analysis of services in relation to the various development types will be conducted. Impact fees will be matched to projected public facility needs based on growth projections. A draft ordinance with potential fees will be considered.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$250	\$0	\$0	\$250	\$0	\$0	\$250
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	16	0	0	16	0	0	16
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	4	0	0	4	0	0	4
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$0	\$270	\$0	\$0	\$270	\$0	\$0	\$270

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	270	0	0	270	0	0	270
Total County Funding	\$0	\$0	\$270	\$0	\$0	\$270	\$0	\$0	\$270
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$270	\$0	\$0	\$270	\$0	\$0	\$270

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond thru FY15 FY 2020	
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:

County-wide, potentially divided into various types of development areas.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:

Government Center Master Plan

Requested By: PGM

Project #:

The proposal is to conduct a planning and conceptual urban design study to create a long-range Master Redevelopment Plan for the County government services in La Plata:

- Review existing facilities and potential long term county expansion needs;
- Review potential for redevelopment of county land of the existing administrative building, parking areas and adjacent developable lands;
- Work with County Commissioners and departments to project long range needs;
- Examine potential for a new Government Center Complex and multiple uses in the immediate area to be accommodated through redevelopment;
- Consider development of a parking garage to help stimulate adjacent redevelopment in the downtown area and to create a greater urban and pedestrian friendly environment;
- Estimate potential costs and revenues associated with redevelopment for public and private sectors as proposed in the design;
- Work with the Town of La Plata and the La Plata Development Corporation on common goals for the downtown area and consider their input;
- Help create a vibrant Town Center area that meets the future needs for the County and helps stimulate economic vitality in La Plata.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$80	\$0	\$0	\$80	\$0	\$0	\$80
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	13	0	0	13	0	0	13
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	5	0	0	5	0	0	5
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$0	\$98	\$0	\$0	\$98	\$0	\$0	\$98

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	98	0	0	98	0	0	98
Total County Funding	\$0	\$0	\$98	\$0	\$0	\$98	\$0	\$0	\$98
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$98	\$0	\$0	\$98	\$0	\$0	\$98

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:

County Government Complex in La Plata, MD.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: DES
Radio Communications System Upgrade	Project #: 3220

This project will upgrade the County's current Motorola 4.1 800 MHz Smartzone radio system to a P25 platform. The County's radio system is quickly falling out of support with Motorola. Some integral parts of the system are no longer supported and our service provider has to search with third party vendors such as Ebay to attempt to find replacements. The support for the rest of the system will end in December of 2018. We suffer insufficient system capacity issues due to the increased number of radio system users (more than 2,000) and their operational requirements. Our radios are not capable of using the most current encryption technology. Adding more frequencies and moving to a spectrum efficient (TDMA) technology to correct our capacity issues is also not possible with the current system. A radio system upgrade would allow the County to improve our interoperability with regional partners. Radio coverage problems, including the possibility of additional towers, will also be evaluated and corrected with as part of a radio system upgrade. Upgrading the Public Safety radio system directly impacts the safety and security of the County's citizens and first responders. Charles County users; Commissioner President, County Administrator, CCG Security, CCG Safety Officer, Public Works, VanGo, Planning & Growth, College of SoMD, Health Department, Charles Regional Med Ctr, Towns of Indian Head and La Plata, Emergency Services, Fire Dept, Emergency Medical Services, Sheriffs Dept, Corrections, State Police, Bridge Police. Given our proximity to the National Capital Region and shared responsibility for public safety on the Potomac River we have a number of external users; Fire Marshal's Office, Natural Resource Police, Forestry Dept., Dept of Environment, US Marshall, Bureau of Land Management, USMC Quantico FD, Naval District Washington Fire Dept - Indian Head and Dahlgren, FBI, US Park Police, St. Mary's, Calvert, Prince Georges, King George, Stafford, Prince William, Fairfax, Arlington, Alexandria, District of Columbia, Metropolitan Washington Airport Authority.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$350	\$450	\$0	\$0	\$0	\$800	\$0	\$5,331	\$6,131
Land & ROW	0	0	0	0	0	0	0	320	320
Construction	0	0	0	0	0	0	0	4,620	4,620
Equipment	0	0	0	0	0	0	0	21,911	21,911
Administration	21	21	0	0	0	42	0	93	135
Inspection	0	0	0	0	0	0	0	631	631
Miscellaneous	0	0	0	0	0	0	0	160	160
Contingency	0	0	0	0	0	0	0	940	940
Total Outlay	\$371	\$471	\$0	\$0	\$0	\$842	\$0	\$34,006	\$34,848

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$371	\$471	\$0	\$0	\$0	\$842	\$0	\$34,006	\$34,848
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$371	\$471	\$0	\$0	\$0	\$842	\$0	\$34,006	\$34,848
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$371	\$471	\$0	\$0	\$0	\$842	\$0	\$34,006	\$34,848

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	31.5	72.4	72.4	72.4	0.0	3,152.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$31.5	\$72.4	\$72.4	\$72.4	\$0.0	\$3,152.4

LOCATION:
N/A

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
La Plata Library Relocation	Project #:
<p>The current La Plata Library was built in 1967 and is located on Route 6 in La Plata adjacent to UM Charles Regional Medical Center (formerly Civista). It contains 12,889 square feet used as a library and an additional 3,158 square feet of basement/mechanical storage room space. The Library sits on 1.507 acres and is located within the Town of La Plata. This request would replace that Library with a new 13,000 square-foot library also within the town of La Plata. This is consistent with a decision paper prepared by PGM which estimated the cost to be \$2,860,000 and presented to the County Commissioners on April 9, 2012. Funding sources include possible State grants and sale proceeds from surplus property.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$286	\$0	\$0	\$286	\$0	\$0	\$286
Land & ROW	0	0	650	0	0	650	0	0	650
Construction	0	0	0	1,430	1,430	2,860	0	0	2,860
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	72	72	144	0	0	144
Inspection	0	0	0	36	36	72	0	0	72
Miscellaneous	0	0	0	10	10	20	0	0	20
Contingency	0	0	0	143	143	286	0	0	286
Total Outlay	\$0	\$0	\$936	\$1,691	\$1,691	\$4,318	\$0	\$0	\$4,318

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$351	\$634	\$634	\$1,619	\$0	\$0	\$1,619
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$351	\$634	\$634	\$1,619	\$0	\$0	\$1,619
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: Land Sale / State	0	0	585	1,057	1,057	2,699	0	0	2,699
Total Funding	\$0	\$0	\$936	\$1,691	\$1,691	\$4,318	\$0	\$0	\$4,318

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	12.7
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$12.7
Debt Service: Bonds	0.0	0.0	0.0	31.1	88.6	88.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$31.1	\$88.6	\$101.3

LOCATION: Downtown La Plata

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2016
(\$ in thousands)

PROJECT NAME:	Requested By: PGM
National Guard Armory Renovations Study	Project #: 3221
<p>In 2011, the Department of Public Works (DPW) performed a preliminary assessment on the former National Guard Armory building located in La Plata, MD. Based on DPW's findings, required renovations include lead paint, mold and asbestos abatement, handicap compliance upgrades, replacement of plumbing, heating and cooling, electrical, sprinkler and mechanical systems, structural repairs, environmental site assessment, and site improvements. Before design and construction can be implemented, a detailed study is needed to determine the extent of the renovations along with providing recommendations on potential uses of the facility. When completed, the study will be the basis for deciding if and how to move forward with renovations.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$65	\$0	\$0	\$0	\$0	\$65	\$0	\$0	\$65
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	10	0	0	0	0	10	0	0	10
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	5	0	0	0	0	5	0	0	5
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$80	\$0	\$0	\$0	\$0	\$80	\$0	\$0	\$80

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	80	0	0	0	0	80	0	0	80
Total County Funding	\$80	\$0	\$0	\$0	\$0	\$80	\$0	\$0	\$80
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$80	\$0	\$0	\$0	\$0	\$80	\$0	\$0	\$80

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:
La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PARKS SUMMARY

The County owns and operates thirty parks, located throughout the county, for public use. In conjunction with land use plans and a growing population, the County plans for and constructs with State aid from Program Open Space (POS), new park facilities and expansion of existing parks.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$5	\$32	\$6	\$43	\$98	\$6	\$147
Land & ROW	0	1,500	0	0	0	1,500	1,426	0	2,926
Construction	550	410	480	58	314	1,812	732	80	2,624
Equipment	0	60	0	0	0	60	0	159	219
Administration	6	12	12	12	13	55	12	14	81
Inspection	0	0	5	5	6	16	17	6	39
Miscellaneous	236	236	320	320	320	1,432	11	374	1,817
Contingency	50	55	48	7	33	193	77	7	277
Total Outlay	\$842	\$2,273	\$870	\$434	\$692	\$5,111	\$2,373	\$646	\$8,130
								\$0	\$0

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds		\$328	\$331	\$234	\$116	\$183	\$1,192	\$626	\$328	\$2,146
Operating Transfer	General Fund	239	242	318	318	318	1,435	10	318	1,763
Total County Funding		\$567	\$573	\$552	\$434	\$501	\$2,627	\$637	\$646	\$3,910
Federal		0	0	0	0	0	0	963	0	963
State		275	1,700	318	0	191	2,484	773	0	3,257
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$842	\$2,273	\$870	\$434	\$692	\$5,111	\$2,373	\$646	\$8,130

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.31	0.31	0.46	0.46	0.00	0.46
Personnel Costs	0.0	6.0	6.2	10.1	10.4	0.0	12.2
Operating	0.0	7.6	9.1	20.1	20.4	0.0	25.4
Total Operating	\$0.0	\$13.6	\$15.3	\$30.2	\$30.8	\$0.0	\$37.6
Debt Service: Bonds	56.3	84.2	113.0	132.7	142.5	56.3	163.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	1.6
Total Impact	\$56.3	\$97.8	\$128.3	\$162.9	\$173.3	\$56.3	\$202.8

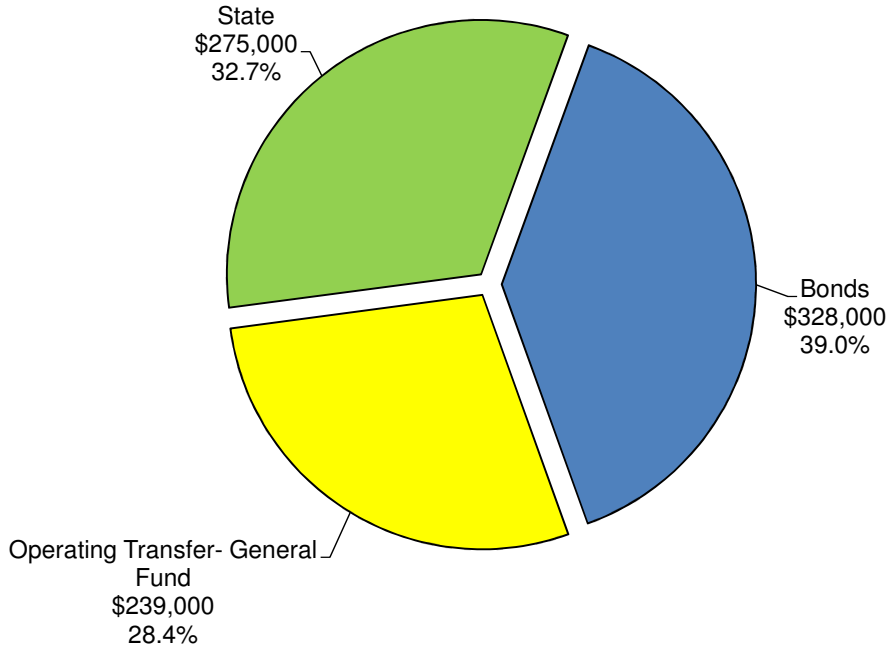
Projects with Future Operating Impacts:

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY20	FTE
Milton Somers Football Stadium	\$0.0	\$0.0	\$1.3	\$1.3	\$1.3	\$1.4	0.00
Oak Ridge Development Ph II	0.0	0.0	0.0	14.4	14.7	15.3	0.15
Gilbert Run/Oak Ridge Trail	0.0	0.0	0.0	0.0	0.0	5.5	0.00
Popes Creek Rail Trail	0.0	13.6	14.0	14.5	14.8	15.4	0.31
Total	\$0.0	\$13.6	\$15.3	\$30.2	\$30.8	\$37.6	0.46

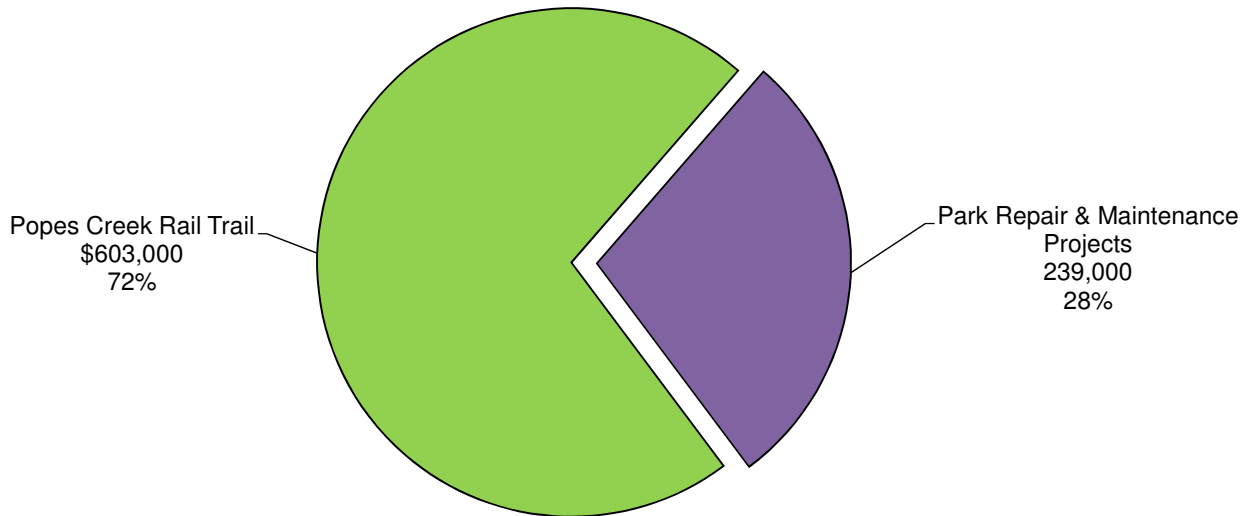
STATE-PROGRAM OPEN SPACE: (\$ in '000's)

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	'16-'20
Waterfront Acquisition	\$0	\$1,500	\$0	\$0	\$0	\$1,500
Popes Creek Rail Trail	275	200	0	0	0	475
Oak Ridge Development	0	0	300	0	0	300
Gilbert Run/Oak Ridge Trail	0	0	0	0	169	169
Contingency	0	0	18	0	191	209
Total	\$275	\$1,700	\$318	\$0	\$360	\$2,653

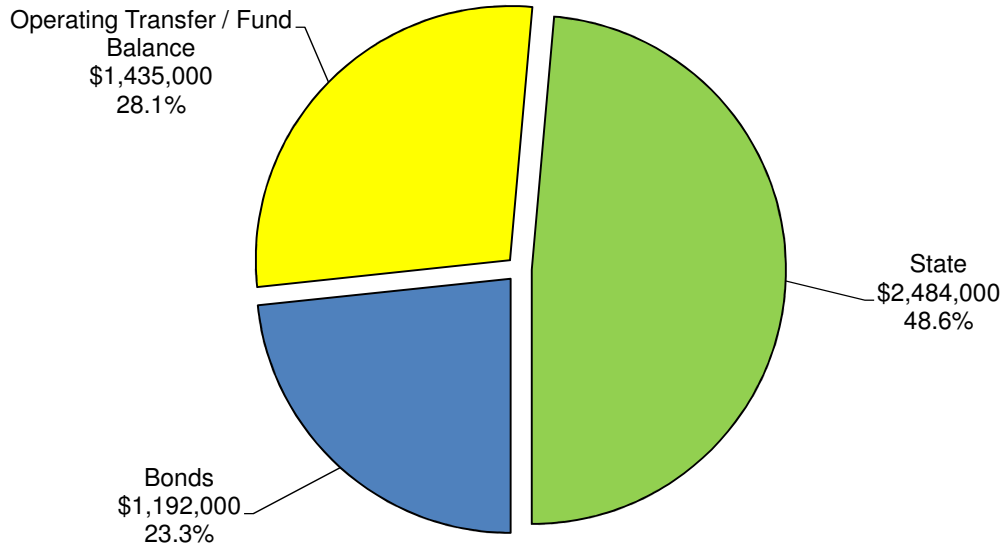
FY16 Parks Financing Sources Total \$842,000



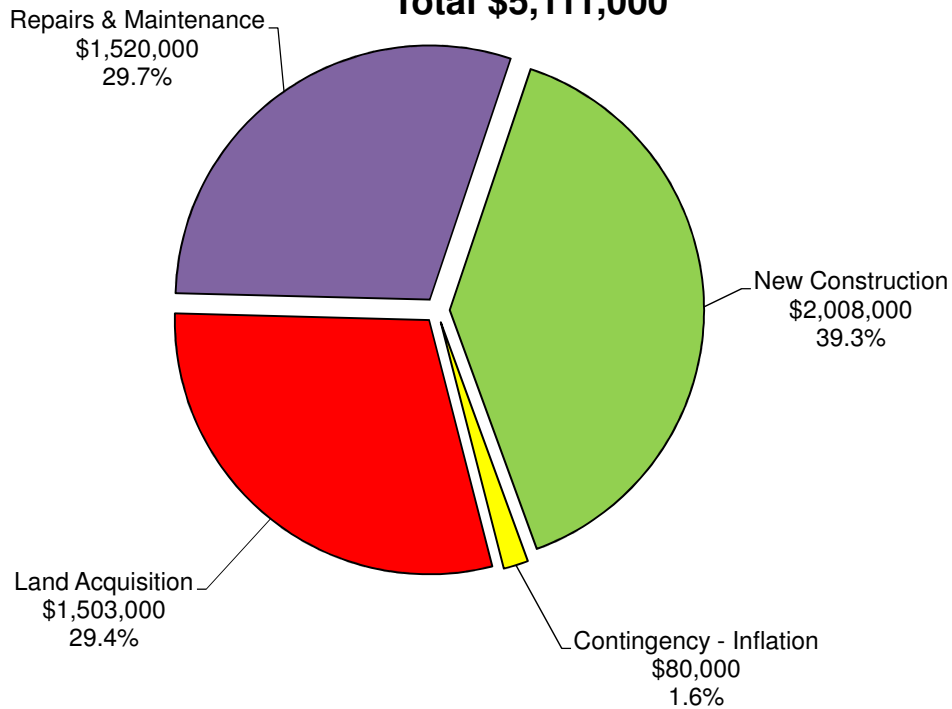
FY16 Parks by Project Total \$842,000



FY16-FY20 Parks Financing Sources
Total \$5,111,000



FY16-FY20 Parks by Project Type
Total \$5,111,000



New construction includes funds for the Various Pedestrian and Bicycle Facilities, Oak Ridge Park Development, Popes Creek Rail Trail, and Gilbert Run/Oak Ridge Connection Trail. Land acquisition includes the Waterfront Acquisition on the Potomac River or a tributary.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Park Repair & Maintenance Projects	Project #: 4095
<p>Ongoing renovation and improvement of community athletic fields and tennis facilities used exclusively by the public and the purchase of bleachers, benches, picnic tables and infield mix on a Countywide basis. Other capital maintenance projects include such work as the repair and replacement of fences, backstops, restroom facilities, 20+ year-old playground equipment and field lighting equipment that has deteriorated and become a safety concern.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	3	18
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	236	236	315	315	315	1,417	0	315	1,732
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$239	\$239	\$318	\$318	\$318	\$1,432	\$0	\$318	\$1,750

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	239	239	318	318	318	1,432	0	318	1,750
Total County Funding	\$239	\$239	\$318	\$318	\$318	\$1,432	\$0	\$318	\$1,750
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$239	\$239	\$318	\$318	\$318	\$1,432	\$0	\$318	\$1,750

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:
County-wide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Various Pedestrian & Bicycle Facilities

Requested By: PGM

Project #: 4069

To provide a network of pedestrian & bicycle facilities within the Development District & to provide amenities such as park & walk/bike lots & rest stops as part of the linear trails being constructed with the Enhanced Transportation program. If a project is located on a State road, then project is eligible for State funding. The following projects are currently being considered:

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Smallwood Drive from Route 301 eastward to St. Charles Parkway. 2. Old Washington Road from Route 5 to Substation Road. 3. Route 210 from Route 227 to Ruth B. Swann Drive. 4. Route 227 from Billingsley Rd. to Route 210 northward to trail tie-in. 5. Chapel Point Road from Causeway Dr. to Commerce Street. | <ol style="list-style-type: none"> 6. From intersection of Route 227 and Route 210 northward on Route 210 approximately 300 ft and westward on Route 227 to Matthews Road. 7. Route 227 from Food Lion entrance eastward to Matthews Road and northward on Matthews Road to auxiliary road eastward to Route 210. 8. Route 227 westward to Matthews Road southward to Shopping Center Entrance. 9. BUS 5 from Burnt Store Road to Bypass - North & South. 10. BUS 5 from 231 to Bypass - South. 11. Lexington Drive (Berry Valley Neighborhood). |
|---|--|

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$5	\$5	\$5	\$15	\$20	\$5	\$40
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	53	53	53	159	111	53	323
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	6	6	6	18	8	6	32
Inspection	0	0	5	5	5	15	17	5	37
Miscellaneous	0	0	5	5	5	15	11	5	31
Contingency	0	0	6	6	6	18	10	6	34
Total Outlay	\$0	\$0	\$80	\$80	\$80	\$240	\$176	\$80	\$496

FINANCING SOURCES									
Bonds	\$0	\$0	\$80	\$80	\$80	\$240	\$166	\$80	\$486
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	9	0	9
Total County Funding	\$0	\$0	\$80	\$80	\$80	\$240	\$176	\$80	\$496
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$80	\$80	\$80	\$240	\$176	\$80	\$496

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	15.0	15.0	15.0	22.1	29.3	15.0	36.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$15.0	\$15.0	\$15.0	\$22.1	\$29.3	\$15.0	\$36.6

LOCATION:

County-wide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Waterfront Acquisition	Requested By: DPW Project #:
Land acquisition of Potomac River (or tributary) to preserve open space, give citizens access to waterfront and to protect sensitive environmental areas.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	1,500	0	0	0	1,500	0	0	1,500
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	3	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$1,503	\$0	\$0	\$0	\$1,503	\$0	\$0	\$1,503

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	3	0	0	0	3	0	0	3
Total County Funding	\$0	\$3	\$0	\$0	\$0	\$3	\$0	\$0	\$3
Federal	0	0	0	0	0	0	0	0	0
State	0	1,500	0	0	0	1,500	0	0	1,500
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$1,503	\$0	\$0	\$0	\$1,503	\$0	\$0	\$1,503

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:
To be determined

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Milton Somers Football Stadium Improvements	Requested By: DPW Project #:
This project was requested by the Charles County Youth Football League Board of Directors. The request includes demolition of existing facility grandstands which are roped off in sections, and would acquire new bleachers for safety issues.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	10	0	0	0	10	0	15	25
Equipment	0	60	0	0	0	60	0	135	195
Administration	0	3	0	0	0	3	0	3	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	15	0	0	0	15	0	0	15
Total Outlay	\$0	\$88	\$0	\$0	\$0	\$88	\$0	\$153	\$241

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$88	\$0	\$0	\$0	\$88	\$0	\$153	\$241
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$88	\$0	\$0	\$0	\$88	\$0	\$153	\$241
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$88	\$0	\$0	\$0	\$88	\$0	\$153	\$241

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	1.3	1.3	1.3	1.4
Total Operating	\$0.0	\$0.0	\$1.3	\$1.3	\$1.3	\$1.4
Debt Service: Bonds	0.0	0.0	7.6	7.6	7.6	21.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$8.9	\$8.9	\$8.9	\$22.9

LOCATION: Milton Somers Middle School, La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Oak Ridge Development Phase II	Requested By: DPW Project #:
Phase II development of Oak Ridge Park will include additional athletic playing fields to meet active recreation demands of the Hughesville, Bryantown and Dentsville communities. Athletic field lights are to be included on at least two fields.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	400	0	0	400	0	0	400
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	3	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	40	0	0	40	0	0	40
Total Outlay	\$0	\$0	\$443	\$0	\$0	\$443	\$0	\$0	\$443

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$143	\$0	\$0	\$143	\$0	\$0	\$143
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$143	\$0	\$0	\$143	\$0	\$0	\$143
Federal	0	0	0	0	0	0	0	0	0
State	0	0	300	0	0	300	0	0	300
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$443	\$0	\$0	\$443	\$0	\$0	\$443

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.15	0.15	0.15
Personnel Costs	0.0	0.0	0.0	3.6	3.7	3.9
Operating	0.0	0.0	0.0	10.8	11.0	11.4
Total Operating	\$0.0	\$0.0	\$0.0	\$14.4	\$14.7	\$15.3
Debt Service: Bonds	0.0	0.0	0.0	12.7	12.7	12.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$27.1	\$27.4	\$28.0

LOCATION:
Bryantown, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Gilbert Run/Oak Ridge Connection Trail	Requested By: DPW Project #:
Development of a hiking/equestrian trail to connect Oak Ridge Park with Gilbert Run Park. A stone dust surface trail to follow a 50' ROW through several residential communities. Approximately 1.5 miles in length, this trail would expand hiking/horseback riding opportunities and serve adjacent communities as an off-road access to several County parks.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$25	\$0	\$25	\$0	\$0	\$25
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	225	225	0	0	225
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	3	3	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	23	23	0	0	23
Total Outlay	\$0	\$0	\$0	\$28	\$251	\$279	\$0	\$0	\$279

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$28	\$82	\$110	\$0	\$0	\$110
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$28	\$82	\$110	\$0	\$0	\$110
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	169	169	0	0	169
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$28	\$251	\$279	\$0	\$0	\$279

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	1.3
Operating	0.0	0.0	0.0	0.0	0.0	4.2
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$5.5
Debt Service: Bonds	0.0	0.0	0.0	0.0	2.5	2.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	1.6
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$2.5	\$9.6

LOCATION:
Gilbert Run/Oak Ridge Parks

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Popes Creek Rail Trail	Requested By: DPW Project #: 4047
Development: Hiker/Biker trail to be developed along a three mile abandoned rail road corridor. This project will help the County provide passive recreation trail opportunities that are currently not available. It is consistent with the County's Land Preservation and Recreation Plan and Comprehensive Plans, as well as, the Tri-County Council Regional Trail & Bikeway Plan and the Maryland Greenways Plan.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$78	\$0	\$78
Land & ROW	0	0	0	0	0	0	1,426	0	1,426
Construction	550	400	0	0	0	950	622	0	1,572
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	0	0	0	6	4	0	10
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	50	40	0	0	0	90	67	0	157
Total Outlay	\$603	\$443	\$0	\$0	\$0	\$1,046	\$2,197	\$0	\$3,243

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$328	\$243	\$0	\$0	\$0	\$571	\$460	\$0	\$1,031
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	1	0	1
Total County Funding	\$328	\$243	\$0	\$0	\$0	\$571	\$461	\$0	\$1,032
Federal	0	0	0	0	0	0	963	0	963
State	275	200	0	0	0	475	773	0	1,248
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$603	\$443	\$0	\$0	\$0	\$1,046	\$2,197	\$0	\$3,243

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.31	0.31	0.31	0.31	0.00	0.31
Personnel Costs	0.0	6.0	6.2	6.5	6.7	0.0	7.0
Operating	0.0	7.6	7.8	8.0	8.1	0.0	8.4
Total Operating	\$0.0	\$13.6	\$14.0	\$14.5	\$14.8	\$0.0	\$15.4
Debt Service: Bonds	41.4	69.2	90.3	90.3	90.3	41.4	90.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$41.4	\$82.8	\$104.3	\$104.8	\$105.1	\$41.4	\$105.7

LOCATION: Faulkner, Maryland (between Route 301 and Pope's Creek Road)
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

TRANSPORTATION SUMMARY

The County is responsible for new and existing local road infrastructure. The Roads Division maintains lane miles of existing roadway providing a variety of services including patching, overlay, and storm drain repair and replacement. New local road construction is primarily financed by local governments and occasionally with State or Federal grants. The County does receive tax revenue from gasoline sales, distributed by the State and in part applied to debt service from local bonds. Road projects are designed in accordance with the overall planning concept and are managed by Charles County Government employees.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$1,427	\$432	\$636	\$218	\$226	\$2,939	\$3,086	\$589	\$6,614
Land & ROW	1,555	555	1,399	76	79	3,664	2,509	1,740	7,913
Construction	5,805	7,946	7,759	7,988	4,584	34,082	13,227	21,126	68,435
Equipment	0	12	13	13	14	52	0	0	52
Administration	228	273	230	215	96	1,042	769	494	2,305
Inspection	199	227	280	291	133	1,130	699	633	2,462
Miscellaneous	68	66	187	141	26	488	645	107	1,240
Contingency	202	407	447	461	104	1,621	711	1,356	3,688
Total Outlay	\$9,484	\$9,918	\$10,951	\$9,403	\$5,262	\$45,018	\$21,646	\$26,045	\$92,709

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year Total '16-'20		Approp. thru FY15		Beyond FY 2020		Project Total	
Bonds		\$8,417	\$9,436	\$10,684	\$9,133	\$4,989	\$42,659	\$20,180	\$25,855	\$88,694									
Fund Balance Appropriation		270	270	0	0	0	540	810	0	1,350									
Operating Transfer - General Fund		531	50	105	108	111	905	439	0	1,344									
Operating Transfer - CIP		0	0	0	0	0	0	177	0	177									
Total County Funding		\$9,218	\$9,756	\$10,789	\$9,241	\$5,100	\$44,104	\$21,606	\$25,855	\$91,565									
Federal		104	0	0	0	0	104	40	0	144									
State		162	162	162	162	162	810	0	190	1,000									
Total Funding		\$9,484	\$9,918	\$10,951	\$9,403	\$5,262	\$45,018	\$21,646	\$26,045	\$92,709									

Operating Budget Impact					
No. of Personnel	0.00	1.00	1.00	1.00	1.00
Personnel Costs	0.0	75.4	78.4	81.6	84.8
Operating	0.0	31.2	63.7	97.4	132.5
Total Operating	\$0.0	\$106.6	\$142.1	\$179.0	\$217.3
Debt Service: Bonds	1,583.2	2,202.3	2,926.6	3,716.3	4,397.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$1,583.2	\$2,308.9	\$3,068.7	\$3,895.3	\$4,614.7

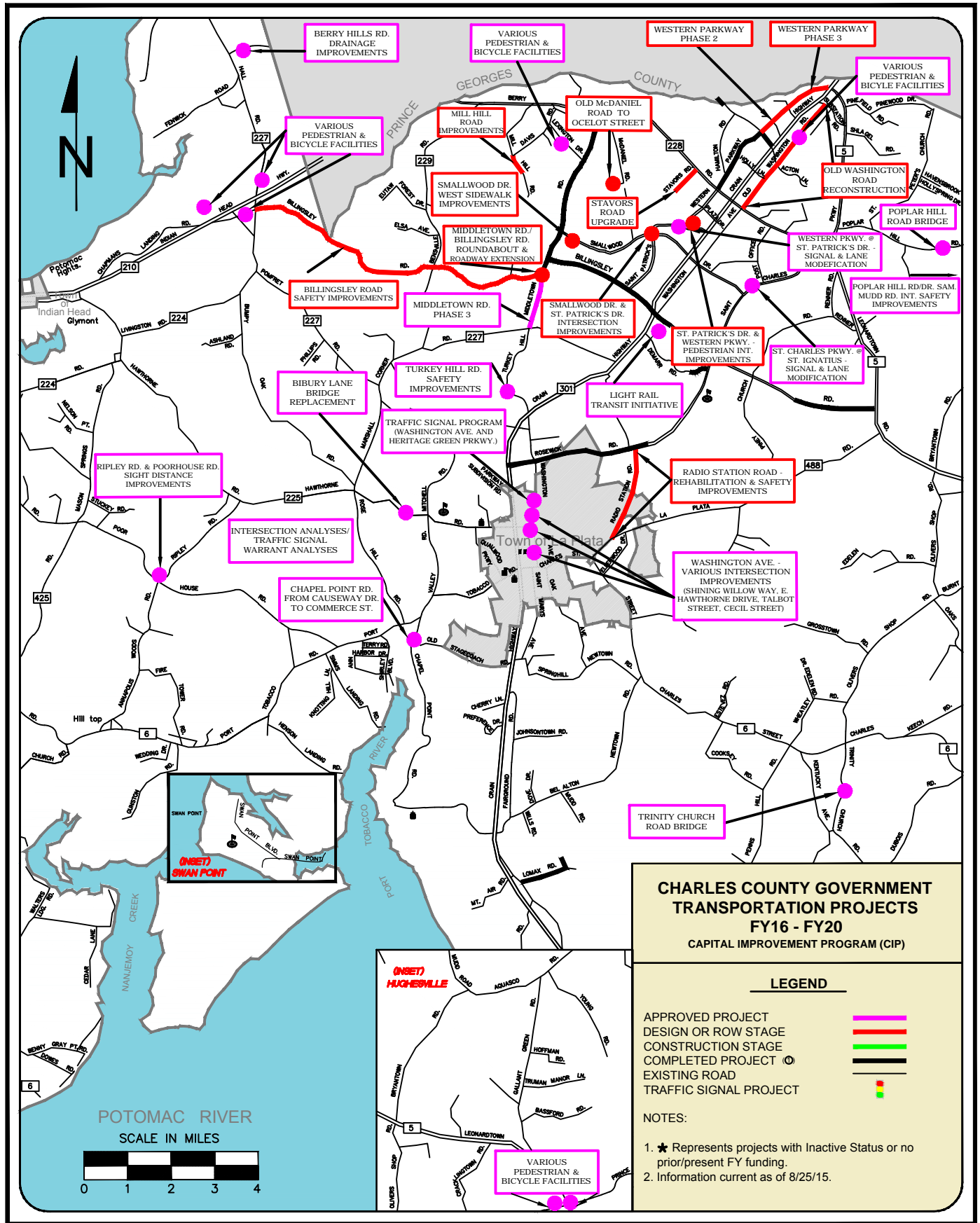
0.00	1.00
0.0	88.2
0.0	136.5
\$0.0	\$224.7
1,825.4	5,975.8
0.0	0.0
\$1,825.4	\$6,200.5

Projects with Future Operating Impacts:

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Neighborhood Traffic Calming	0.0	106.6	142.1	179.0	217.3
Total	\$0.0	\$106.6	\$142.1	\$179.0	\$217.3

Beyond FY 2020
224.7
\$224.7

FTE
1.00
1.00



**CHARLES COUNTY GOVERNMENT
TRANSPORTATION PROJECTS
FY16 - FY20
CAPITAL IMPROVEMENT PROGRAM (CIP)**

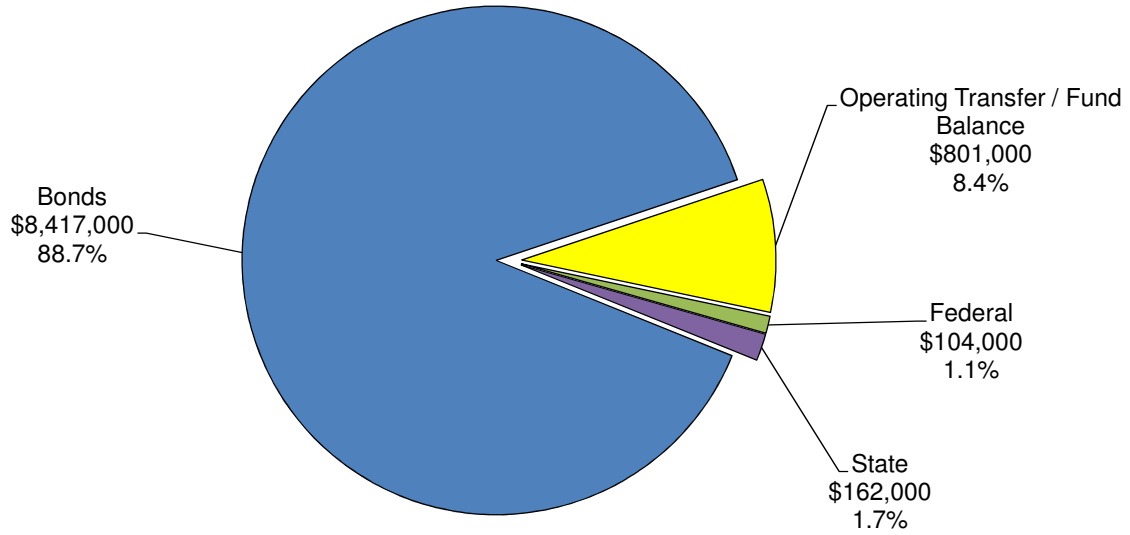
LEGEND

- APPROVED PROJECT —
- DESIGN OR ROW STAGE —
- CONSTRUCTION STAGE —
- COMPLETED PROJECT
- EXISTING ROAD —
- TRAFFIC SIGNAL PROJECT ● ●

NOTES:

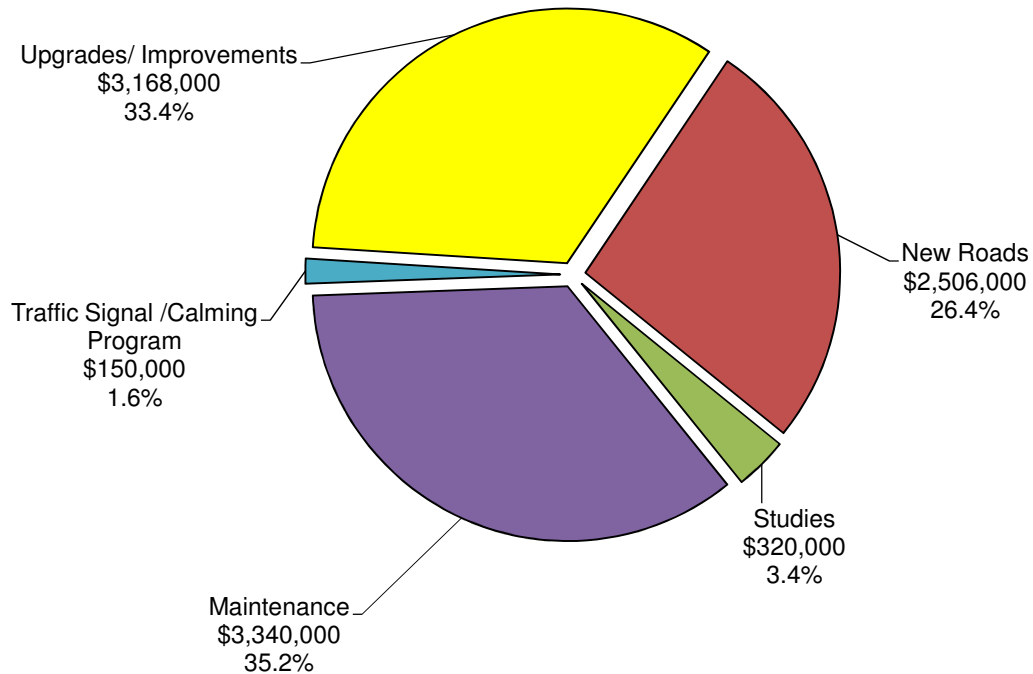
1. ★ Represents projects with Inactive Status or no prior/present FY funding.
2. Information current as of 8/25/15.

FY16 Transportation Financing Sources
Total \$9,484,000



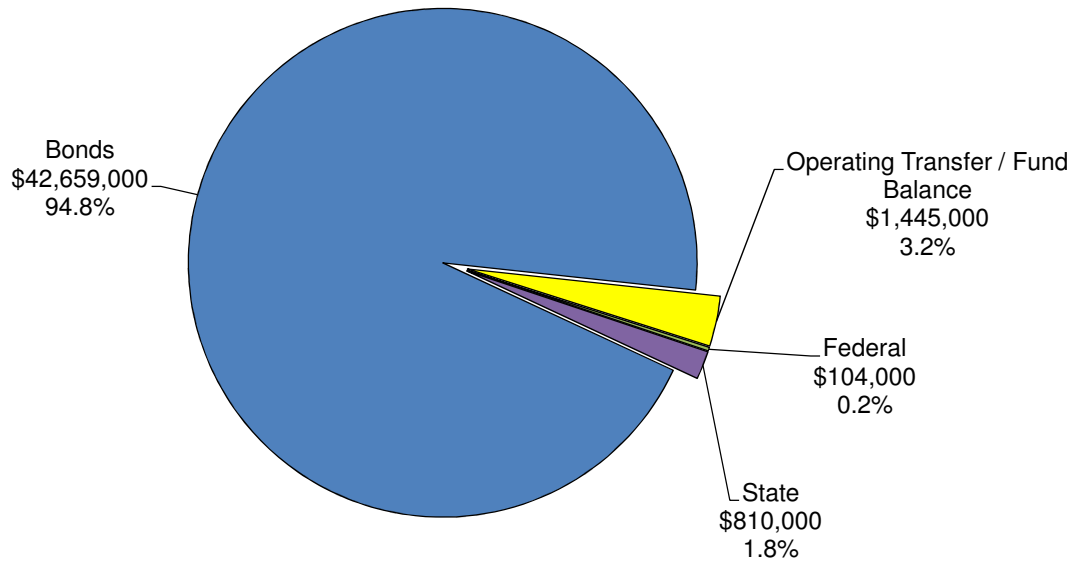
Bonds are the major source of financing for the transportation projects.

FY16 Transportation by Project Type
Total \$9,484,000



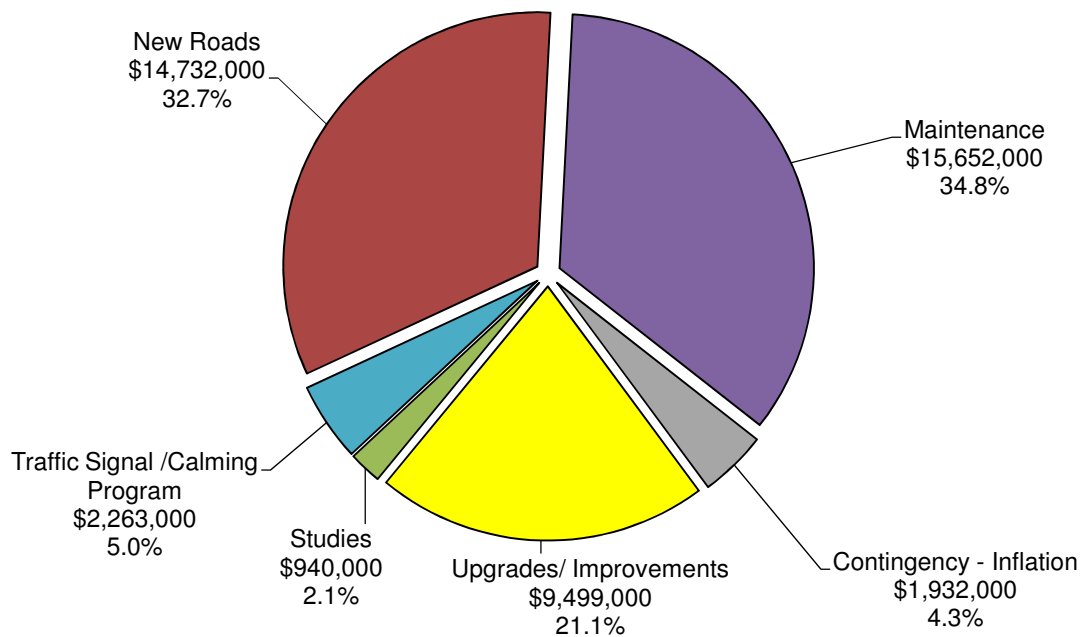
The Capital Budget for transportation/roads includes improving the existing road system and expanding for the future. Included are funds to improve drainage, safety, sidewalks and traffic intersection(s).

FY16-FY20 Transportation Financing Sources Total \$45,018,000



The County's Debt Affordability Plan provides for sufficient funds to pay the annual debt service on the necessary General Obligation Bonds.

FY16-FY20 Transportation by Project Type Total \$45,018,000



The majority of the Transportation program is for maintenance, upgrades, and improvements to the existing roads.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Road Overlay Program	Requested By: DPW Project #: 2205
Highway Maintenance Program to complete asphalt overlay, modified seal, slurry seal, crack seal, line striping, deep patching, pavement markings, and repairs on various roads in the county. Roads for treatment to be determined.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,000	3,000	3,000	3,000	3,000	15,000	0	3,000	18,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	3	18
Inspection	75	75	75	75	75	375	0	75	450
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$3,078	\$3,078	\$3,078	\$3,078	\$3,078	\$15,390	\$0	\$3,078	\$18,468

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 year)	\$2,588	\$2,916	\$2,916	\$2,916	\$2,916	\$14,252	\$0	\$2,916	\$17,168
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer - General Fund	328	0	0	0	0	328	0	0	328
Total County Funding	\$2,916	\$2,916	\$2,916	\$2,916	\$2,916	\$14,580	\$0	\$2,916	\$17,496
Federal	0	0	0	0	0	0	0	0	0
State	162	162	162	162	162	810	0	162	972
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$3,078	\$3,078	\$3,078	\$3,078	\$3,078	\$15,390	\$0	\$3,078	\$18,468

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	219.9	473.1	731.7	995.8	1,260.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$219.9	\$473.1	\$731.7	\$995.8	\$1,260.0

LOCATION: Roads throughout Charles County

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

County Drainage Systems Improvement Program

Requested By: PGM

Project #: 2161

Provide drainage improvements at various locations that have been recorded as experiencing serious drainage problems:

A follow up study is being conducted by the US Army Corp. of Engineers (USACE) for which the County contributed \$104K that represented 40% of the cost for the study on Pinefield, Halley Estates, Strawberry Hills, and Acton Village Phase 2.

(1) Carrington - According to a supplemental drainage study (October 2007) performed by PGM Staff, the accumulation of trash and debris coupled with fallen trees has contributed to poor drainage in open and closed section stormwater conveyance systems serving over 250 of mix use acres that includes the Carrington neighborhood. Estimated remediation costs: \$435,000

(2) Halley Estates - Flooding occurs during rain events. Repair costs are estimated at \$316,000.

(3) Pinefield Subdivision - Flooding routinely occurs in streets during rain events. A study was performed identifying major problems in the Pinefield community and several problem areas were noted. The County's SWM Engineer suggests that a final study be done to determine the exact improvements required.

Engineering and construction cost for the needed improvements were estimated at \$1.4 million in 1990. A final study as suggested was performed by the US Army Corp of Engineers through its 510 Program revealed that more extensive repairs were needed than what was originally envisioned. Revised estimate provided in the USACE study shows construction at \$2,879,500.

(4) Pinefield Drive Sink Hole Repairs - Estimated costs: \$140,000.

(5) Acton Village/Coventry Manor Drainage Improvements - Serious flooding and erosion is occurring in the rear of some townhomes that receives runoff from Acton Lane. Estimated remediation costs: \$25,000.

(6) Cobb Island - This older community has many inadequate pipes, ditches, etc. that need improvement. Estimated costs: \$25,000

(7) Douglas Circle. Estimated costs: \$40,000

(8) Norwood Subdivision Failing Storm Drain: Estimated costs: \$25,000

(9) Chapel Point Woods Drainage Improvements - Improvements to drainage issues in the front of private properties west side of Twinberry Drive. Discharge exceeds capacity of driveway culverts causing yard flooding. Estimated Costs: \$10,000 A/E and \$100,000 Construction

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$15	\$15	\$15	\$15	\$15	\$75	\$382	\$15	\$472
Land & ROW	0	0	0	0	0	0	55	0	55
Construction	170	170	170	170	170	850	1,779	170	2,799
Equipment	0	0	0	0	0	0	0	0	0
Administration	9	9	9	9	9	45	85	9	139
Inspection	0	0	0	0	0	0	70	0	70
Miscellaneous	2	2	2	2	2	10	46	2	58
Contingency	17	17	17	17	17	85	316	17	418
Total Outlay	\$213	\$213	\$213	\$213	\$213	\$1,065	\$2,733	\$213	\$4,011

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$213	\$213	\$213	\$213	\$213	\$1,065	\$2,693	\$213	\$3,971
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$213	\$213	\$213	\$213	\$213	\$1,065	\$2,693	\$213	\$3,971
Federal	0	0	0	0	0	0	40	0	40
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$213	\$213	\$213	\$213	\$213	\$1,065	\$2,733	\$213	\$4,011

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	14.6	29.6	45.0	60.8	242.2	76.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$14.6	\$29.6	\$45.0	\$60.8	\$242.2	\$76.6

LOCATION:

Various Sites throughout County. (See description above.)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Safety Improvement Program- Existing Roadways	Project #: 2177
<p>Design and construct various roadway safety improvements/upgrades as recommended by the Charles County Safety Committee:</p> <ol style="list-style-type: none"> 1.) Lomax Rd. Upgrade - (Joe Court to eastern terminus). 2.) Ripley Rd. & Poorhouse Rd. (sight distance improvements). 3.) Poplar Hill Rd./Dr. Sam. Mudd Rd. (intersection safety Improvements). 4.) Fenwick Rd. northeast of Bluejay Way (drainage improvements). 5.) Berry Hills Rd. east of Marshall Hall Rd. (drainage improvements). 6.) Turkey Hill Rd. (eliminate 90 degree bend). 7.) Mitchell Rd. @ College of Southern Maryland (sight distance improvements). 	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$7	\$18	\$18	\$18	\$18	\$79	\$76	\$18	\$173
Land & ROW	5	15	15	15	15	65	29	15	109
Construction	70	185	185	185	185	810	194	184	1,188
Equipment	0	0	0	0	0	0	0	0	0
Administration	7	18	18	18	18	79	28	14	121
Inspection	5	14	14	14	14	61	35	18	114
Miscellaneous	1	2	2	2	2	9	9	2	20
Contingency	5	18	18	18	18	77	20	19	116
Total Outlay	\$100	\$270	\$270	\$270	\$270	\$1,180	\$391	\$270	\$1,841

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$100	\$270	\$270	\$270	\$270	\$1,180	\$391	\$270	\$1,841
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$100	\$270	\$270	\$270	\$270	\$1,180	\$391	\$270	\$1,841
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$100	\$270	\$270	\$270	\$270	\$1,180	\$391	\$270	\$1,841

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	35.2	42.0	61.0	80.5	100.6	35.2	120.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$35.2	\$42.0	\$61.0	\$80.5	\$100.6	\$35.2	\$120.6

LOCATION:
Various Sites throughout County

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Traffic Signal Program	Requested By: PGM Project #: 2156
Install new traffic signal at various locations throughout the county in conjunction with the Maryland State Highway Administration.	
1) Western Prkwy @ St. Patrick's Dr. - Signal & lane modifications 2) St. Charles Prkwy @ St. Ignatius - Signal & lane modifications 3) Washington Rd. and Heritage Green Parkway	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$8	\$8	\$16	\$16	\$16	\$64	\$30	\$18	\$112
Land & ROW	5	5	10	10	10	40	20	11	71
Construction	105	105	200	200	200	810	349	204	1,363
Equipment	0	0	0	0	0	0	0	0	0
Administration	8	8	16	16	16	64	26	15	105
Inspection	10	10	18	18	18	74	33	20	127
Miscellaneous	3	3	5	5	5	21	2	1	24
Contingency	11	11	20	20	20	82	16	11	109
Total Outlay	\$150	\$150	\$285	\$285	\$285	\$1,155	\$476	\$280	\$1,911

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$150	\$150	\$285	\$285	\$285	\$1,155	\$446	\$280	\$1,881
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	30	0	30
Total County Funding	\$150	\$150	\$285	\$285	\$285	\$1,155	\$476	\$280	\$1,911
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$150	\$150	\$285	\$285	\$285	\$1,155	\$476	\$280	\$1,911

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	40.2	50.4	61.0	81.6	102.7	40.2	123.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$40.2	\$50.4	\$61.0	\$81.6	\$102.7	\$40.2	\$123.5

LOCATION: County Wide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: DPW
Sidewalk Improvement Program	Project #: 2206

This project includes residential sidewalk repairs in the development district to include panel replacement, repair damaged concrete, safety risks and tripping hazards. Staff performs sidewalk inspections county-wide and prioritizes repairs based on safety risks that may be posed to the public. The condition rating guidelines that are followed rate sidewalks in the following prioritization:

- Priority 1 – Missing concrete panel, lifted panel 2" or higher
- Priority 2 – Concrete panels lifted ½" to 2" high
- Priority 3 – Concrete panels with heavy cracking, delamination or spaulding

Maintenance for Hiker-Biker Paths and all sidewalks within subdivisions which are located within the County right-of-way, both of which were designed and constructed in accordance with the 1995 Road Ordinance or more recent revision, shall be the responsibility of Charles County.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	150	150	150	150	150	750	0	150	900
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	3	18
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$153	\$153	\$153	\$153	\$153	\$765	\$0	\$153	\$918

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$0	\$153	\$153	\$153	\$153	\$612	\$0	\$153	\$765
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	153	0	0	0	0	153	0	0	153
Total County Funding	\$153	\$153	\$153	\$153	\$153	\$765	\$0	\$153	\$918
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$153	\$153	\$153	\$153	\$153	\$765	\$0	\$153	\$918

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	10.8	21.8	33.2	44.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$10.8	\$21.8	\$33.2	\$44.5

LOCATION:
To be determined.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Mill Hill Road Upgrade	Requested By: PGM Project #: 2134
<p>Due to the uncertainty of the Cross County Connector the upgrade of Mill Hill Road has been downsized to include 2 of the ultimate 4 lanes and road ordinance safety improvements from the Davis Road to Devenfield Avenue. The County has received complaints from the Board of Education and the residents/HOA of Avalon South due to safety concerns. This project will bring the aforementioned portion of Mill Hill Rd. up to County Road Ordinance standards.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$386	\$0	\$386
Land & ROW	228	0	0	0	0	228	100	0	328
Construction	0	0	0	0	0	0	2,647	0	2,647
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	206	0	206
Inspection	0	0	0	0	0	0	60	0	60
Miscellaneous	0	0	0	0	0	0	51	0	51
Contingency	0	0	0	0	0	0	288	0	288
Total Outlay	\$228	\$0	\$0	\$0	\$0	\$228	\$3,738	\$0	\$3,966

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$228	\$0	\$0	\$0	\$0	\$228	\$3,329	\$0	\$3,557
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	409	0	409
Total County Funding	\$228	\$0	\$0	\$0	\$0	\$228	\$3,738	\$0	\$3,966
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$228	\$0	\$0	\$0	\$0	\$228	\$3,738	\$0	\$3,966

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	299.4	315.0	315.0	315.0	315.0	299.4	315.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$299.4	\$315.0	\$315.0	\$315.0	\$315.0	\$299.4	\$315.0

LOCATION: Waldorf, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Light Rail Transit Initiative	Requested By: PGM Project #: 2180
<p>Funding is needed to start the project planning phase, consistent with the Federal Transit Administration's project development process, in cooperation with Prince George's County and the Maryland Department of Transportation (MDOT). The MDOT FY2014-2019 Consolidated Transportation Program (CTP) included \$5,000,000 to initiate Project Planning. Funding is needed for local planning and engineering activities to support the transit planning and preliminary engineering. A series of consulting services are needed to provide the necessary data gathering and production, local level analysis, and assistance with project management and coordination as this top County transportation priority is developed. Technical services needed will include but not limited to traffic analysis, population and employment analyses, transit ridership generation projections, site analyses for potential future transit stations, right-of-way preservation coordination and associated site assessment activities, transit development project coordination with the transit project, and assistance with interagency data coordination among the project team.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$270	\$270	\$0	\$0	\$0	\$540	\$809	\$0	\$1,349
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	1	0	1
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$270	\$270	\$0	\$0	\$0	\$540	\$810	\$0	\$1,350

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	270	270	0	0	0	540	810	0	1,350
Operating Transfer General Fund	0	0	0	0	0	0	0	0	0
Total County Funding	\$270	\$270	\$0	\$0	\$0	\$540	\$810	\$0	\$1,350
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$270	\$270	\$0	\$0	\$0	\$540	\$810	\$0	\$1,350

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

LOCATION:
 Rail Line to be located adjacent/parallel to the west side Popes Creek Railroad Line in Waldorf from the Charles County Line to DeMarr Road in White Plains

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Billingsley Road Safety Improvements

Requested By: PGM

Project #: 2178

A preliminary report of a study to determine where safety improvements are warranted along the Billingsley Road corridor from Middletown Rd. to Md. Route 210 has identified several areas for which safety improvement measures should be implemented. The recommended improvements consist of short term (tree removal, shoulder repair, and signage), medium range (shoulder installation and drainage), and long term solutions (realignment, and intersection improvements). The next phase of this project is to implement the short term and mid range improvements. The long term improvements will require a formal design to construct the realignment and intersection improvements.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$127	\$0	\$0	\$0	\$0	\$127	\$153	\$340	\$620
Land & ROW	150	0	0	0	0	150	8	200	357
Construction	1,312	1,312	0	0	0	2,624	262	6,998	9,884
Equipment	0	0	0	0	0	0	0	0	0
Administration	46	39	0	0	0	85	10	102	197
Inspection	43	43	0	0	0	86	5	120	210
Miscellaneous	4	3	0	0	0	7	8	20	35
Contingency	65	65	0	0	0	130	8	220	358
Total Outlay	\$1,747	\$1,462	\$0	\$0	\$0	\$3,209	\$453	\$8,000	\$11,662

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)		\$1,747	\$1,462	\$0	\$0	\$0	\$3,209	\$453	\$8,000	\$11,662
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$1,747	\$1,462	\$0	\$0	\$0	\$3,209	\$453	\$8,000	\$11,662
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$1,747	\$1,462	\$0	\$0	\$0	\$3,209	\$453	\$8,000	\$11,662

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	40.7	160.4	263.2	263.2	263.2	40.7	857.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$40.7	\$160.4	\$263.2	\$263.2	\$263.2	\$40.7	\$857.1

LOCATION:

Waldorf, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Old Washington Road Reconstruction	Project #: 2186
<p>Reconstruction of portions of Old Washington Road is necessary to support increases in North-South traffic flow and overall traffic circulation. This route is a vital link to supporting commercial businesses in the Waldorf community. Old Washington Road is not only a North-South link, but will also support East-West connectivity between Western Parkway, US Rte. 301, and Post Office Road, via projects such as Holly Lane, Acton Lane. Estimated costs are subject to change after preliminary engineering is completed.</p> <p>Ex. ROW=30', Prop.R/W=72-80'; Length=1.67mi.. Major Collector</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$180	\$0	\$0	\$0	\$0	\$180	\$360	\$0	\$540
Land & ROW	500	500	0	0	0	1,000	0	0	1,000
Construction	0	470	2,495	2,495	0	5,460	0	0	5,460
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	29	60	60	0	174	7	0	181
Inspection	0	0	129	129	0	258	0	0	258
Miscellaneous	10	25	111	110	0	256	5	0	261
Contingency	0	50	254	253	0	557	0	0	557
Total Outlay	\$715	\$1,074	\$3,049	\$3,047	\$0	\$7,885	\$372	\$0	\$8,257

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$715	\$1,074	\$3,049	\$3,047	\$0	\$7,885	\$372	\$0	\$8,257
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$715	\$1,074	\$3,049	\$3,047	\$0	\$7,885	\$372	\$0	\$8,257
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$715	\$1,074	\$3,049	\$3,047	\$0	\$7,885	\$372	\$0	\$8,257

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	33.5	82.4	158.0	378.4	604.6	33.5	604.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$33.5	\$82.4	\$158.0	\$378.4	\$604.6	\$33.5	\$604.6

LOCATION:
Waldorf, Md. Route 5 to Substation Road

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Bridge Replacement Program	Requested By: PGM Project #: 2201
<p>Replace deteriorating bridges within the County. Bridges are inspected on a bi-annual basis. Bridge may be eligible for Federal Bridge funding. Currently, Trinity Church Road Bridge & Poplar Hill Road Bridge over the Zekiah Swamp have low ratings and may soon be deficient. Approval is contingent upon securing State and/or Federal funds.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	191	0	0	0	0	191	0	0	191
Equipment	0	0	0	0	0	0	0	0	0
Administration	10	0	0	0	0	10	0	0	10
Inspection	19	0	0	0	0	19	0	0	19
Miscellaneous	19	0	0	0	0	19	0	0	19
Contingency	23	0	0	0	0	23	0	0	23
Total Outlay	\$262	\$0	\$0	\$0	\$0	\$262	\$0	\$0	\$262

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$158	\$0	\$0	\$0	\$0	\$158	\$0	\$0	\$158
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$158	\$0	\$0	\$0	\$0	\$158	\$0	\$0	\$158
Federal	104	0	0	0	0	104	0	0	104
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$262	\$0	\$0	\$0	\$0	\$262	\$0	\$0	\$262

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	10.8	10.8	10.8	10.8	10.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$10.8	\$10.8	\$10.8	\$10.8	\$10.8

PROJECT IS CONTINGENT UPON SECURING FEDERAL FUNDS.

LOCATION: Poplar Hill Road just West of Doctor Samuel Mudd Road.
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Washington Ave.- Various Intersection Improvements

Requested By: PGM

Project #: 2191

Provide left turn lanes at high-volume intersections, including the following:

- Heritage Green Parkway • Shining Willow Way • E. Hawthorne Drive • Talbot Street • Cecil Street

Washington Ave. is an urban major collector road. As such, the goal is to ultimately provide a center turn lane along the road. The Fire Department made a request in 2011 for a traffic signal at their location on Washington Ave. at Shining Willow Way due to a traffic accident that tied up their main access to the fire station. This is also the subject of a Traffic Safety Committee request for October 2012, requesting that the shoulder northbound be striped for a right turn lane. The best response to both concerns would be to provide a left-turn lane at Shining Willow Way so that vehicles could get around anyone stopped to turn left. The US DOT and FHWA are encouraging the provision of left turn lanes as one of 9 proven safety measures, and are asking local and state jurisdictions to determine how and when they can consider these measures to improve safety, especially when federally funded investments are pursued. AASHTO recommends that left-turn lanes should be provided at street intersections along major arterials and collector roads wherever left turns are permitted. Studies have shown total crash reductions ranging from 28-44% and fatal/injury crash reductions of 35-55% when a left turn lane is provided on just one of the major street approaches and even more if on both approaches.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total	Approp.	Beyond	Project
						'16-'20	thru FY15	FY 2020	Total
Architectural & Engineering	\$0	\$0	\$50	\$50	\$50	\$150	\$140	\$50	\$340
Land & ROW	0	0	40	40	40	120	40	0	160
Construction	0	0	170	170	170	510	170	170	850
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	16	16	16	48	21	16	85
Inspection	0	0	8	8	8	24	11	8	43
Miscellaneous	0	0	4	4	4	12	4	29	45
Contingency	0	0	17	17	17	51	17	105	173
Total Outlay	\$0	\$0	\$305	\$305	\$305	\$915	\$403	\$378	\$1,696

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total	Approp.	Beyond	Project
						'16-'20	thru FY15	FY 2020	Total
Bonds (20 year)	\$0	\$0	\$305	\$305	\$305	\$915	\$403	\$378	\$1,696
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$305	\$305	\$305	\$915	\$403	\$378	\$1,696
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$305	\$305	\$305	\$915	\$403	\$378	\$1,696

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	36.2	36.2	36.2	58.3	80.9	36.2	86.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$36.2	\$36.2	\$36.2	\$58.3	\$80.9	\$36.2	\$86.9

LOCATION:

La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
St. Patrick's Dr. and Western Pkwy. Ped. Intersection Improvements	Project #: 2192
<p>In response to a traffic safety complaint, vehicular/pedestrian traffic patterns were observed at the St. Patrick's Dr./Western Parkway intersection. It was noted that nearly every signal cycle has pedestrians crossing Western Parkway. Conflicts were observed between pedestrian with vehicles during both the left turn arrow (east bound approach) phase as well as with right-turn-on-red (south bound approach) vehicles. There is a site plan (Clarion Hotel Conversion, SDP 110041) for an adult community near this intersection, which will further increase the demand for a protected pedestrian crossing. There is a receiving sidewalk on both ends (east & west side of Western Parkway) which will facilitate adding a crosswalk at this location.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total 15-'19	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$30	\$0	\$30
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	110	0	0	0	0	110	110	0	220
Equipment	0	0	0	0	0	0	0	0	0
Administration	9	0	0	0	0	9	9	0	18
Inspection	12	0	0	0	0	12	12	0	24
Miscellaneous	5	0	0	0	0	5	5	0	10
Contingency	11	0	0	0	0	11	11	0	22
Total Outlay	\$147	\$0	\$0	\$0	\$0	\$147	\$177	\$0	\$324

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total 15-'19	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$147	\$0	\$0	\$0	\$0	\$147	\$0	\$0	\$147
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer CIP	0	0	0	0	0	0	177	0	177
Total County Funding	\$147	\$0	\$0	\$0	\$0	\$147	\$177	\$0	\$324
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$147	\$0	\$0	\$0	\$0	\$147	\$177	\$0	\$324

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	10.1	10.1	10.1	10.1	0.0	10.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$10.1	\$10.1	\$10.1	\$10.1	\$0.0	\$10.1

LOCATION: Western Pkwy @ St. Patrick's Drive Intersection

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Neighborhood Traffic Calming Program

Requested By: PGM

Project #: 2193

It is anticipated that a neighborhood traffic calming program may be adopted by the Board of Commissioners and that some funding will be necessary to implement that program. Additional staff and consultant resources would be required for necessary studies as well as for the cost of constructing actual traffic calming practices. Since a program has not been adopted, a funding formula has not been established. Many jurisdictions are starting to require part or full funding by the requesting neighborhoods. However, a survey of 21 jurisdictions showed traffic calming is budgeted from \$30,000 to \$600,000 per year. Initial cost of implementation may be greater.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total 15-'19	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$21	\$21	\$21	\$21	\$84	\$60	\$60	\$204
Land & ROW	0	5	5	5	5	20	5	5	30
Construction	0	200	200	200	200	800	200	200	1,200
Equipment	0	12	12	12	12	48	0	0	48
Administration	0	12	12	12	12	48	16	16	80
Inspection	0	4	4	4	4	16	8	8	32
Miscellaneous	0	3	3	3	3	12	3	3	18
Contingency	0	20	20	20	20	80	20	20	120
Total Outlay	\$0	\$277	\$277	\$277	\$277	\$1,108	\$312	\$312	\$1,732

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year	
												Total 15-'19	Approp. thru FY15
Bonds (10 year)		\$0	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$1,108	\$312
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0	0	0	0
Total County Funding		\$0	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$1,108	\$312
Federal		0	0	0	0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0	0	0	0
Total Funding		\$0	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$277	\$1,108	\$312

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	1.00	1.00	1.00	1.00	0.00	1.00
Personnel Costs	0.0	75.4	78.4	81.6	84.8	0.0	88.2
Operating	0.0	31.2	63.7	97.4	132.5	0.0	136.5
Total Operating	\$0.0	\$106.6	\$142.1	\$179.0	\$217.3	\$0.0	\$224.7
Debt Service: Bonds	38.5	38.5	70.4	102.3	134.2	38.5	138.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$38.5	\$145.1	\$212.5	\$281.3	\$351.5	\$38.5	\$362.9

LOCATION:

Various locations throughout the County that are yet to be determined.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Middletown Road Phase 3	Project #:
<p>Upgrade of existing Middletown Road from two lanes to four lanes as identified in the Waldorf Subarea Plan. This stretch of Middletown Road will provide supplemental traffic flow capacity for north-south travel through Charles County from the Cross County Connector to Md. Route 227 linking the two roads while relieving some of the traffic congestion from MD. Rte. 301.</p> <p>Estimated costs are subject to change after preliminary engineering is completed. Ex. ROW=30', Prop.R/W=150'; Length=1.25 mi. Minor Arterial</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$400	\$0	\$0	\$400	\$0	\$0	\$400
Land & ROW	0	0	1,250	0	0	1,250	0	1,250	2,500
Construction	0	0	0	0	0	0	0	4,620	4,620
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	22	0	0	22	0	148	170
Inspection	0	0	0	0	0	0	0	232	232
Miscellaneous	0	0	45	0	0	45	0	40	85
Contingency	0	0	0	0	0	0	0	462	462
Total Outlay	\$0	\$0	\$1,717	\$0	\$0	\$1,717	\$0	\$6,752	\$8,469

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$0	\$0	\$1,717	\$0	\$0	\$1,717	\$0	\$6,752	\$8,469
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$1,717	\$0	\$0	\$1,717	\$0	\$6,752	\$8,469
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$1,717	\$0	\$0	\$1,717	\$0	\$6,752	\$8,469

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	124.1	124.1	628.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$124.1	\$124.1	\$628.7

LOCATION:
Middletown Road from Billingsley Road to Md. Route 227

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Bibury Lane Bridge Replacement	Requested By: PGM Project #: 2202
<p>The replacement of an existing bridge is necessary based on the 2014 Bridge Load Rating Analysis Report. The results of the load rating indicate that the bridge is insufficient to support the standard legal and permit trucks under both inventory and operating conditions. Therefore, it is recommended that the bridge be posted for a 14,000 lbs single unit truck and a 24,000 lbs combination truck. The load rating performed for the emergency vehicles indicates that the bridge is sufficient for the Ambulance vehicle in operating conditions, but insufficient for the Fire Engine, Tank Truck, Ladder Truck and Ladder Tower for both inventory and operating loading.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$50	\$0	\$0	\$0	\$0	\$50	\$0	\$0	\$50
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	200	0	0	0	0	200	0	0	200
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	0	0	0	0	25	0	0	25
Inspection	10	0	0	0	0	10	0	0	10
Miscellaneous	5	0	0	0	0	5	0	0	5
Contingency	20	0	0	0	0	20	0	0	20
Total Outlay	\$310	\$0	\$0	\$0	\$0	\$310	\$0	\$0	\$310

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$310	\$0	\$0	\$0	\$0	\$310	\$0	\$0	\$310
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$310	\$0	\$0	\$0	\$0	\$310	\$0	\$0	\$310
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$310	\$0	\$0	\$0	\$0	\$310	\$0	\$0	\$310

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	21.2	21.2	21.2	21.2	0.0	21.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$21.2	\$21.2	\$21.2	\$21.2	\$0.0	\$21.2

LOCATION:
Off of Hawthorne Road in La Plata, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Old McDaniel Road to Ocelot Street	Requested By: PGM Project #: 2200
Per direction of the Board of County Commissioners, PGM evaluated alternative options to provide an alternate ingress/egress for Piney Grove Estates, in addition to providing greater roadway connectivity and circulation in the area. The extension of Old McDaniel Road as a Minor Collector roadway, from McDaniel Road to Ocelot Street, will connect the Piney Grove Estates, Charles Crossing, and Hampshire neighborhoods.	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$128	\$0	\$128
Land & ROW	317	0	0	0	0	317	8	0	325
Construction	497	496	0	0	0	993	0	0	993
Equipment	0	0	0	0	0	0	0	0	0
Administration	31	25	0	0	0	56	5	0	61
Inspection	25	24	0	0	0	49	0	0	49
Miscellaneous	9	5	0	0	0	14	1	0	15
Contingency	50	50	0	0	0	100	0	0	100
Total Outlay	\$929	\$600	\$0	\$0	\$0	\$1,529	\$142	\$0	\$1,671

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$929	\$600	\$0	\$0	\$0	\$1,529	\$142	\$0	\$1,671
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$929	\$600	\$0	\$0	\$0	\$1,529	\$142	\$0	\$1,671
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$929	\$600	\$0	\$0	\$0	\$1,529	\$142	\$0	\$1,671

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	12.8	76.4	118.6	118.6	118.6	12.8	118.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$12.8	\$76.4	\$118.6	\$118.6	\$118.6	\$12.8	\$118.6

LOCATION: Old McDaniel Road and Ocelot Street, Waldorf, MD
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Middletown/Billingsley Roads Traffic Signal & Intersection Improvements

Requested By: PGM

Project #: 2203

The current traffic control setup and the Middletown/Billingsley Road intersection is a 4-way stop. During peak traffic hours, the intersection experiences vehicular backups in the Billingsley Road west bound and Middletown Road south bound lanes. Designs for a roundabout at this intersection were underway when funding for the roundabout was pulled. Since the traffic backup issue persists, an alternate solution to lessen the impact of the peak-hour traffic congestion is needed. This project will design and construct intersection improvements to include a new traffic signal.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$100	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$100
Land & ROW	150	0	0	0	0	150	0	0	150
Construction	0	500	0	0	0	500	0	0	500
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	30	0	0	0	45	0	0	45
Inspection	0	25	0	0	0	25	0	0	25
Miscellaneous	5	5	0	0	0	10	0	0	10
Contingency	0	50	0	0	0	50	0	0	50
Total Outlay	\$270	\$610	\$0	\$0	\$0	\$880	\$0	\$0	\$880

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year	
												Total '16-'20	Approp. thru FY15
Bonds (20 year)		\$270	\$610	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$880	\$0
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0	0	0	0
Total County Funding		\$270	\$610	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$880	\$0
Federal		0	0	0	0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0	0	0	0
Total Funding		\$270	\$610	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$880	\$0

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	18.5	61.4	61.4	61.4	0.0	61.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$18.5	\$61.4	\$61.4	\$61.4	\$0.0	\$61.4

LOCATION:

Middletown/Billingsley Road intersection

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Radio Station Road/Rt. 488 Traffic Signal & Geometric Improvements	Project #:
<p>The installation of a traffic signal along with geometric improvements to the Radio Station Road/Md. Route 488 intersection are warranted based on a traffic analysis performed during morning and afternoon peak traffic conditions. The upgrades will support the increased traffic volume experienced since the opening of St. Charles Parkway and will improve the traffic circulation during AM and PM peak traffic periods.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$60	\$0	\$0	\$0	\$60	\$0	\$0	\$60
Land & ROW	0	30	0	0	0	30	0	0	30
Construction	0	600	0	0	0	600	0	0	600
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	40	0	0	0	40	0	0	40
Inspection	0	12	0	0	0	12	0	0	12
Miscellaneous	0	8	0	0	0	8	0	0	8
Contingency	0	50	0	0	0	50	0	0	50
Total Outlay	\$0	\$800	\$0	\$0	\$0	\$800	\$0	\$0	\$800

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$0	\$800	\$0	\$0	\$0	\$800	\$0	\$0	\$800
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$800	\$0	\$0	\$0	\$800	\$0	\$0	\$800
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$800	\$0	\$0	\$0	\$800	\$0	\$0	\$800

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	56.3	56.3	56.3	0.0	56.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$56.3	\$56.3	\$56.3	\$0.0	\$56.3

LOCATION:
Radio Station Road, La Plata MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Intersection Analyses/Traffic Signal Warrant Analyses	Project #: 2204
<p>Intersection Analyses - Collect and analyze current vehicular, bicycle, and pedestrian activity data at major County arterial intersections in order to aid the County in making decisions for potential intersection improvements and/or traffic signal alterations. This analysis should include, but is not limited to, certain intersections along Smallwood Drive, St. Charles Parkway, Rosewick Road, St. Patrick's Drive, Billingsley Road, and Middletown Road. Current available data is very limited and requires analysis of site specific locations to make informed decisions for potential improvements relating to traffic safety.</p> <p>Traffic Signal Warrant Analyses – Consulting services are needed to assist the Charles County Traffic Safety Committee (TSC) to determine the eligibility and need for the construction or enhancement of a traffic signal at an intersection of two or more County roads. It is estimated that approximately four warrant studies are needed per year.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '14-'18	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$40	\$40	\$80	\$80	\$80	\$320	\$0	\$0	\$320
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	5	5	10	10	10	40	0	0	40
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	5	5	10	10	10	40	0	0	40
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$50	\$50	\$100	\$100	\$100	\$400	\$0	\$0	\$400

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '14-'18	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	(20 year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Fund Balance	Appropriation	0	0	0	0	0	0	0	0	
Operating Transfer	General Fund	50	50	100	100	100	400	0	400	
Total County Funding		\$50	\$50	\$100	\$100	\$100	\$400	\$0	\$400	
Federal		0	0	0	0	0	0	0	0	
State		0	0	0	0	0	0	0	0	
Other:		0	0	0	0	0	0	0	0	
Total Funding		\$50	\$50	\$100	\$100	\$100	\$400	\$0	\$400	

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Beyond FY 2020	
No. of Personnel	0.00	0.00	0.00	0.00	0.00		0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0		0.0
Operating	0.0	0.0	0.0	0.0	0.0		0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0		\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0		0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0		0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0		\$0.0

LOCATION:
To be determined

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Western Parkway Road Improvements Phase 2	Project #: 2013
<p>The construction of Western Parkway, Phase 2 from Acton Lane north to US 301 near the Charles County and Prince George's County line will provide for a completed north/south route that will facilitate local vehicular traffic within Waldorf, serving as an alternate to US 301. This project will also provide for the completion of missing links of the bicycle and pedestrian facilities within the Waldorf Urban Core area, particularly west of Crain Highway. Consistent with the Charles County Comprehensive Plan, Western Parkway will parallel US 301, resulting in a grid network street pattern. This additional north/south route will provide greater roadway connectivity and increased traffic circulation patterns, while ultimately relieving some traffic congestion on US 301/Crain Highway.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '14-'18	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$318	\$0	\$318
Land & ROW	15	0	0	0	0	15	93	0	108
Construction	0	758	759	759	0	2,276	1,858	0	4,134
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	52	53	53	0	158	94	0	252
Inspection	0	20	21	21	0	62	141	0	203
Miscellaneous	0	5	5	5	0	15	279	0	294
Contingency	0	76	76	76	0	228	15	0	243
Total Outlay	\$15	\$911	\$914	\$914	\$0	\$2,754	\$2,797	\$0	\$5,551

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '14-'18	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	(20 year)	\$15	\$911	\$914	\$914	\$0	\$2,754	\$2,797	\$0	\$5,551
Fund Balance	Appropriation	0	0	0	0	0	0	0	0	0
Operating	Transfer	0	0	0	0	0	0	0	0	0
Total County Funding		\$15	\$911	\$914	\$914	\$0	\$2,754	\$2,797	\$0	\$5,551
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$15	\$911	\$914	\$914	\$0	\$2,754	\$2,797	\$0	\$5,551

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	251.6	252.6	316.7	382.8	450.6	251.6	384.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$251.6	\$252.6	\$316.7	\$382.8	\$450.6	\$251.6	\$384.5

LOCATION:
Phases 2 from Acton Lane north to US 301 near the Charles County and Prince George's County line

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

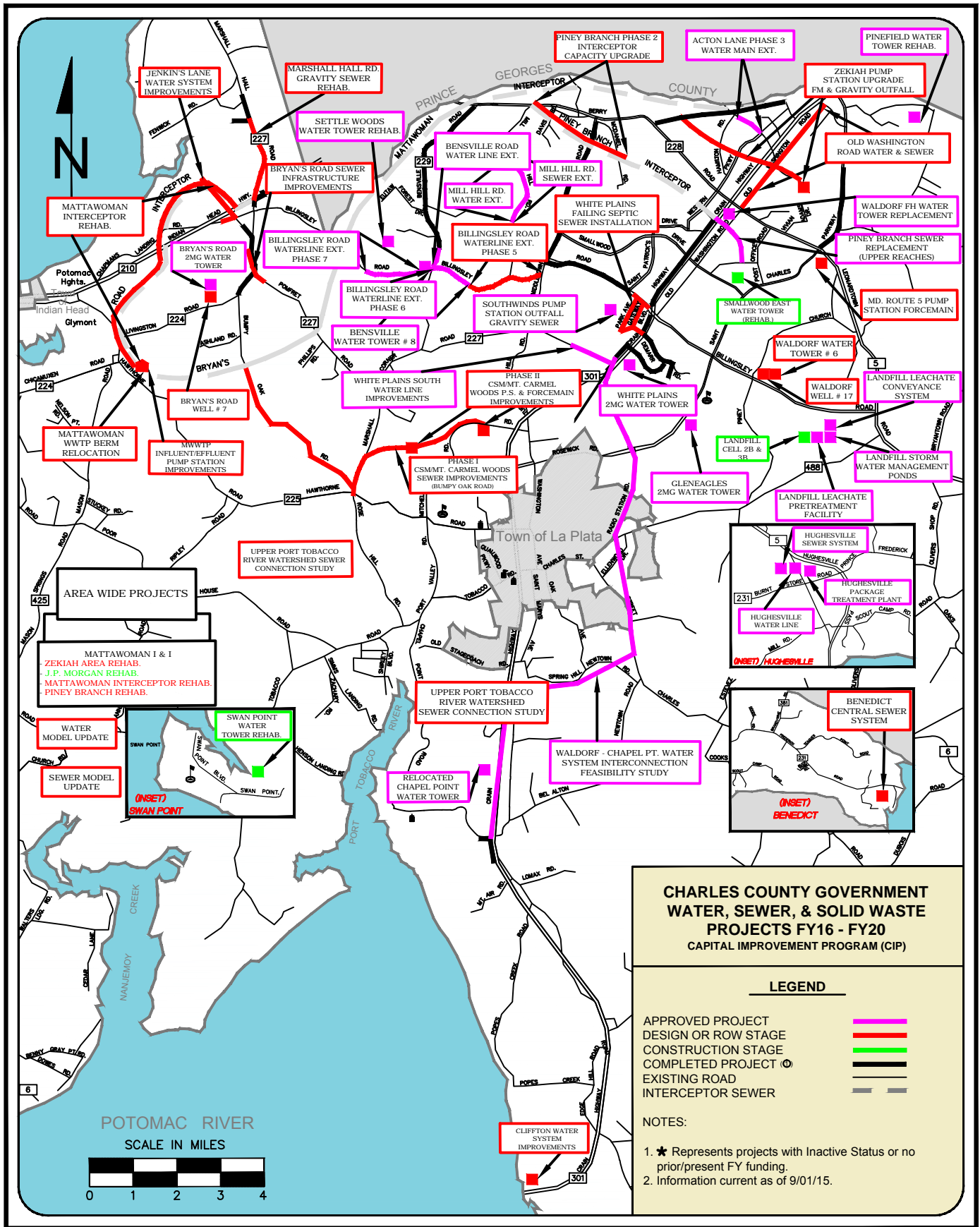
PROJECT NAME:	Requested By: PGM
Western Parkway Road Improvements Phase 3	Project #: 2013
<p>The construction of Western Parkway, Phase 3 from Pierce Road north to US 301 near the Charles County and Prince George's County line will provide for a completed north/south route that will facilitate local vehicular traffic within Waldorf, serving as an alternate to US 301. This project will also provide for the completion of missing links of the bicycle and pedestrian facilities within the Waldorf Urban Core area, particularly west of Crain Highway. Consistent with the Charles County Comprehensive Plan, Western Parkway will parallel US 301, resulting in a grid network street pattern. This additional north/south route will provide greater roadway connectivity and increased traffic circulation patterns, while ultimately relieving some traffic congestion on US 301/Crain Highway. The project scope also includes the replacement and relocation of 5,000 LF of existing AT&T Washington –Richmond FT "B" fiber optic cable due to conflicts with the proposed storm drain pipe at stations 100+50 to station 106+50. AT&T has prior rights in this area and therefore the County is responsible for 100% of the cost to relocate.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '14-'18			
Architectural & Engineering	\$630	\$0	\$0	\$0	\$0	\$630	\$215	\$0	\$845
Land & ROW	185	0	0	0	0	185	2,152	0	2,337
Construction	0	0	0	0	0	0	5,657	2,280	7,937
Equipment	0	0	0	0	0	0	0	0	0
Administration	32	0	0	0	0	32	261	96	389
Inspection	0	0	0	0	0	0	325	60	385
Miscellaneous	0	0	0	0	0	0	232	10	242
Contingency	0	0	0	0	0	0	0	300	300
Total Outlay	\$847	\$0	\$0	\$0	\$0	\$847	\$8,842	\$2,746	\$12,435

FINANCING SOURCES						5-Year Total '14-'18	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (20 year)	\$847	\$0	\$0	\$0	\$0				
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$847	\$0	\$0	\$0	\$0	\$847	\$8,842	\$2,746	\$12,435
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$847	\$0	\$0	\$0	\$0	\$847	\$8,842	\$2,746	\$12,435

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	795.2	853.2	853.2	853.2	853.2	795.2	1,057.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$795.2	\$853.2	\$853.2	\$853.2	\$853.2	\$795.2	\$1,057.1

LOCATION:
Phase 3 from Pierce Road northward to US 301 near the Charles County and Prince George's County line



APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

WATER SUMMARY

The County owns, maintains and constructs central water systems located throughout the County. New systems are built to accommodate growth, and often, developer contributions for part of the system are dedicated to the County. Infrastructure as a result of new growth is financed by a capital charge, referred to as a "connection fee," and collected from the home builder. Other capital costs for renovations, rehabilitations, and improvements to service existing customers are recovered through user fee revenues and/or special assessment assessed per household.

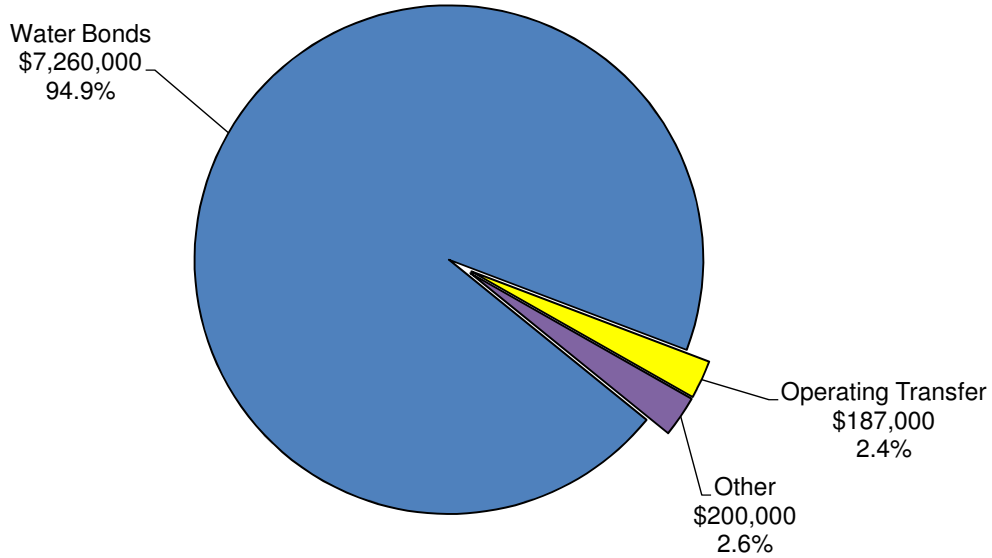
EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$492	\$1,210	\$1,022	\$1,713	\$912	\$5,348	\$5,602	\$483	\$11,432
Land & ROW	378	0	7	385	0	770	310	0	1,080
Construction	5,559	7,117	7,749	9,075	11,947	41,446	4,125	9,218	54,789
Equipment	0	63	67	68	70	267	761	0	1,028
Administration	346	456	445	459	504	2,208	433	723	3,364
Inspection	298	225	230	320	363	1,435	379	531	2,345
Miscellaneous	34	40	21	43	23	161	46	10	217
Contingency	473	606	599	849	1,029	3,555	229	748	4,532
Total Outlay	\$7,580	\$9,715	\$10,139	\$12,911	\$14,847	\$55,191	\$11,884	\$11,713	\$78,787

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$7,193	\$9,488	\$9,795	\$12,666	\$14,594	\$53,735	\$11,173	\$11,615	\$76,522
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	187	98	208	106	109	708	686	98	1,492
Total County Funding	7,380	9,586	10,003	12,772	14,703	54,443	11,859	11,713	78,014
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	25	0	25
Other:	200	129	136	139	144	748	0	0	748
Total Funding	\$7,580	\$9,715	\$10,139	\$12,911	\$14,847	\$55,191	\$11,884	\$11,713	\$78,787

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	1,117.3	1,751.5	2,646.1	3,603.1	4,877.0	1,117.3	5,424.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$1,117.3	\$1,973.8	\$1,878.2	\$2,591.6	\$3,712.8	\$1,117.3	\$5,424.9

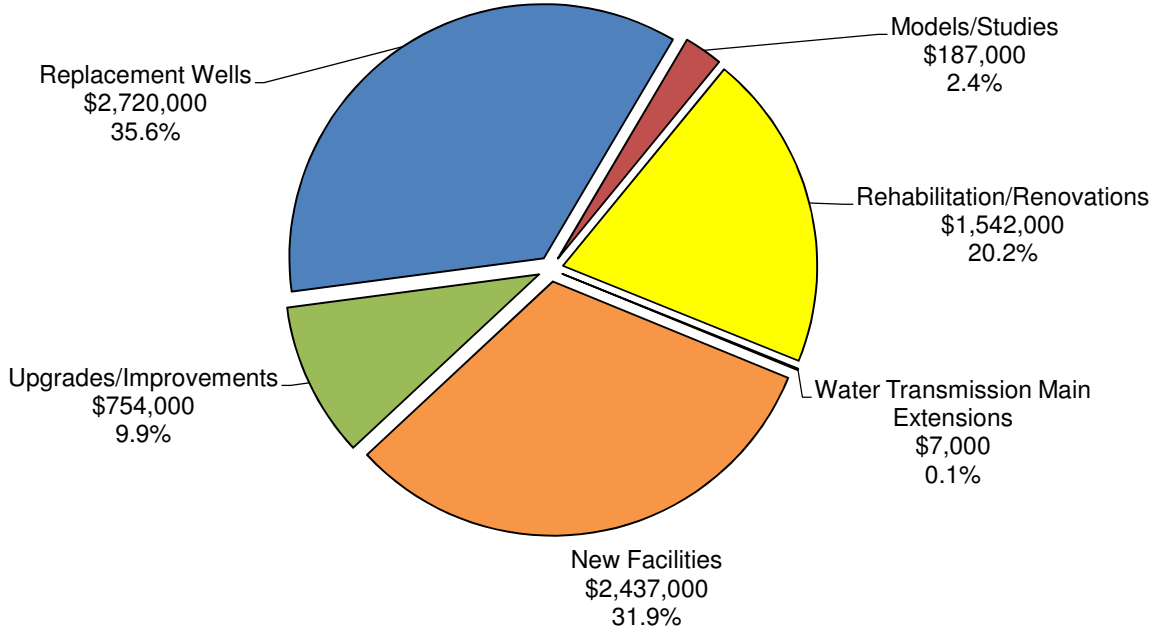
Increase to Water User Fee:	43.1¢	53.1¢	67.1¢	82.3¢	\$1.07	42.3¢	\$1.41
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FY16 Water Financing Sources
Total \$7,647,000



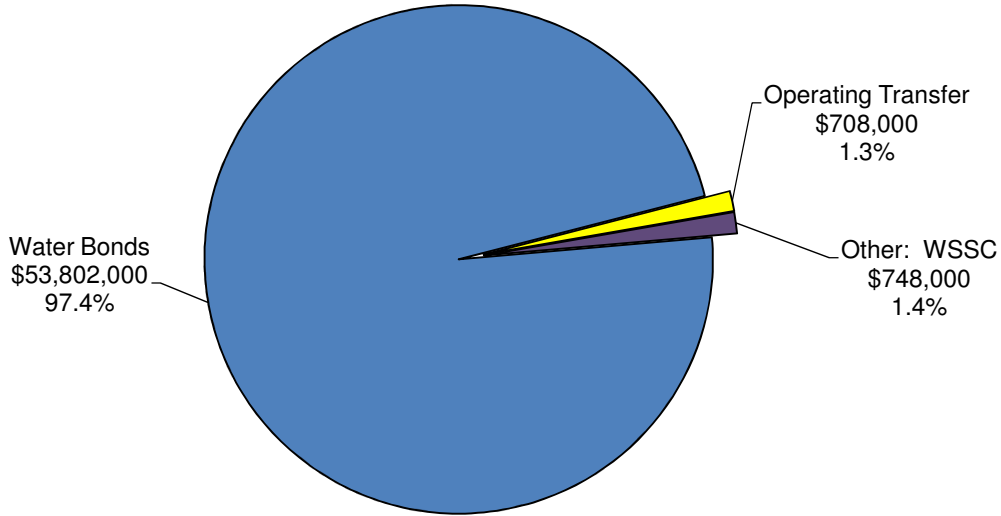
Bonds are the major source of financing for water projects.

FY16 Water Projects by Type
Total \$7,647,000



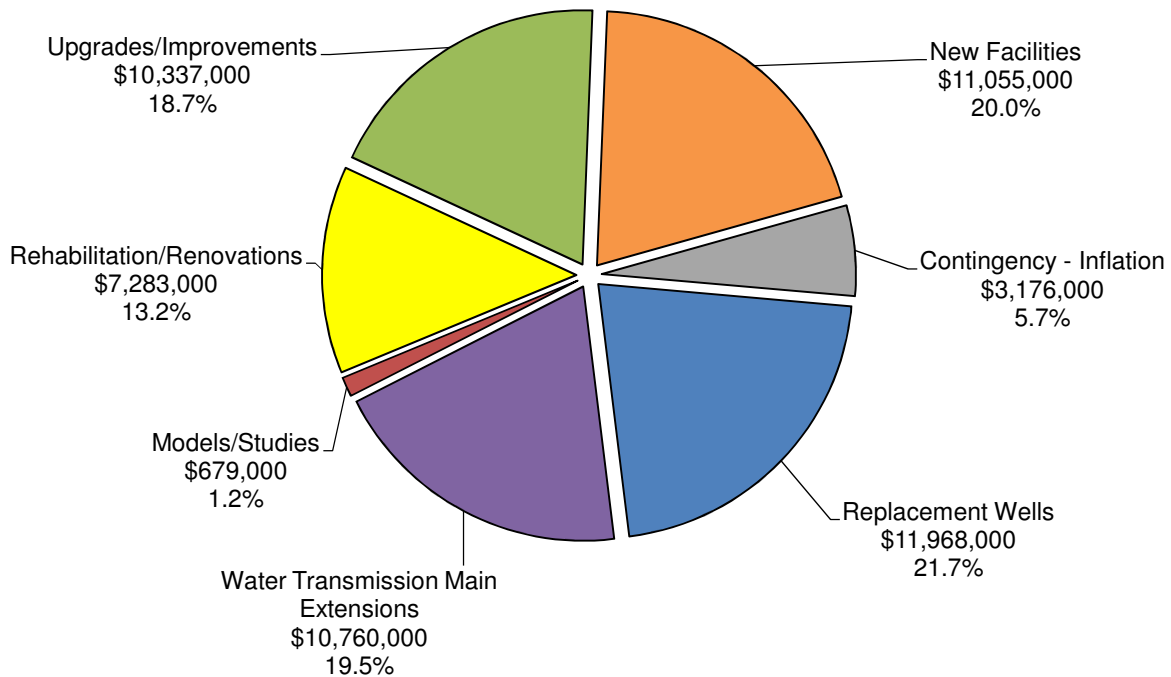
Included in upgrades/improvements are improvements to the Automation & Technology Master Plan and Satellite Water Facility Upgrades. New facilities includes the Bensville Water Tower.

FY16-FY20 Water Financing Sources
Total \$55,258,000



Financing the debt service associated with bonds for water projects is recovered primarily from water customer connection and user fees.

FY16-FY20 Water Projects by Type
Total \$55,258,000



Included in upgrades/improvements are improvements to the Satellite Facilities Upgrades and continuation of the Automation and Technology Master Plan.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Underground Infrastructure Repairs	Water User 100% Water Connection 0%	Requested By: DPW Project #: 6105
<p>Excavate and replace corroded bonnet bolts on underground valves in Lexington, Wexford, and other areas of the County. The bolts are only 11 years old but have already begun to fail because stainless steel was not used in the original construction. Also need to excavate and replace corroded steel service saddles in Pinefield which are approaching 40 years of service life. These have begun to fail and repairing them only as breaks occur results in unscheduled outages, unplanned emergency repair work involving larger excavations, and more extensive restoration, all of which are far more costly.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$315	\$315
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	650	650	650	650	650	3,250	500	3,150	6,900
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	3	332	350
Inspection	0	0	0	0	0	0	0	315	315
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	65	65	65	65	65	325	50	315	690
Total Outlay	\$718	\$718	\$718	\$718	\$718	\$3,590	\$553	\$4,427	\$8,570

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$718	\$718	\$718	\$718	\$718	\$3,590	\$553	\$4,427	\$8,570
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$718	\$718	\$718	\$718	\$718	\$3,590	\$553	\$4,427	\$8,570
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$718	\$718	\$718	\$718	\$718	\$3,590	\$553	\$4,427	\$8,570

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	46.0	109.0	174.3	241.8	311.7	46.0	812.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$46.0	\$109.0	\$174.3	\$241.8	\$311.7	\$46.0	\$812.4
Increase to Water User Fee:	2.1¢	4.8¢	7.5¢	10.3¢	13.1¢	0.0¢	33.6¢

LOCATION: Development District
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Water Model Update	Water User 55%	Requested By: PGM
	Water Connection 45%	Project #: 6090
<p>To update the current County Water Model by including newly installed water utilities and verifying the system stability and deficiencies. The County anticipates having to make changes to our traditional operations of our water system, due to concerns with water supply in certain geographic areas.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$27	\$27	\$27	\$27	\$27	\$135	\$247	\$27	\$409
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	68	68	68	68	68	340	56	68	464
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	3	3	3	3	3	15	30	3	48
Total Outlay	\$98	\$98	\$98	\$98	\$98	\$490	\$332	\$98	\$920

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	98	98	98	98	98	490	332	98	920
Total County Funding	\$98	\$98	\$98	\$98	\$98	\$490	\$332	\$98	\$920
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$98	\$98	\$98	\$98	\$98	\$490	\$332	\$98	\$920

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
 Increase to Water User Fee:	 0.6¢	 0.0¢	 0.0¢	 0.0¢	 0.0¢	 1.8¢	 0.0¢

LOCATION: County-wide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Various County Water Studies	Water User Water Connection	0% 100%	Requested By: PGM Project #: 6091
<p>Surface Water Treatment Plant Study (New) - Consistent with the recommendations of the 2006 Water Resources Advisory Committee Report to the Charles County Commissioners, an evaluation of feasibility is needed to determine the infrastructure needs, potential natural environmental and socio-economic impacts, and cost implications of a surface water treatment facility in Charles County. The feasibility study will determine the cost versus benefit of a surface water treatment system and associated water distribution logistics over other currently used water sources. The Study will also take into account the potential for multiple users/multiple jurisdictions as a regional water supply.</p> <p>Aquifer Storage Recovery Feasibility Study (New)- Consistent with the recommendations of the 2006 Water Resources Advisory Committee Report to the Charles County Commissioners, an evaluation is needed to determine the feasibility of implementing an Aquifer Storage Recovery System (ASR). The Study will include an evaluation of the infrastructure needs, potential natural environmental and socio-economic impacts, and cost implications of the ASR System. The Study will also evaluate the necessary Federal, State and Local regulatory obstacles and associated changes to permit an ASR system in Charles County.</p>			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$75	\$0	\$0	\$0	\$0	\$75	\$300	\$0	\$375
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	10	0	0	0	0	10	38	0	48
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	4	0	0	0	0	4	16	0	20
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$89	\$0	\$0	\$0	\$0	\$89	\$354	\$0	\$443

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		89	0	0	0	0	89	354	0	443
Total County Funding		\$89	\$0	\$0	\$0	\$0	\$89	\$354	\$0	\$443
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$89	\$0	\$0	\$0	\$0	\$89	\$354	\$0	\$443

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:
County-wide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: South County Water Transmission Main	Water User 50%	Requested By: DPW/PGM
	Water Connection 50%	Project #: 6101
Interconnection of the Waldorf Water System with satellite water systems in the southern region of the County to continue to provide a healthy, sustainable water supply. This project will also help control rising costs associated with operating and maintaining multiple small satellite community water systems once the interconnection is completed.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$550	\$0	\$225	\$225	\$1,000	\$200	\$0	\$1,200
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	3,375	3,375	6,750	0	0	6,750
Equipment	0	0	0	0	0	0	0	0	0
Administration	7	15	0	15	15	52	10	0	62
Inspection	0	0	0	115	115	230	0	0	230
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	338	338	676	0	0	676
Total Outlay	\$7	\$565	\$0	\$4,068	\$4,068	\$8,708	\$210	\$0	\$8,918

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$7	\$565	\$0	\$4,068	\$4,068	\$8,708	\$210	\$0	\$8,918
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$7	\$565	\$0	\$4,068	\$4,068	\$8,708	\$210	\$0	\$8,918
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$7	\$565	\$0	\$4,068	\$4,068	\$8,708	\$210	\$0	\$8,918

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	17.5	18.1	69.4	69.4	465.3	17.5	861.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$17.5	\$18.1	\$69.4	\$69.4	\$465.3	\$17.5	\$861.2
Increase to Water User Fee:	0.4¢	0.4¢	1.5¢	1.5¢	9.8¢	0.4¢	17.8¢

LOCATION:	Southern portion of the County
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Satellite Water Facility Upgrades	Water User 100% Water Connection 0%	Requested By: DPW Project #: 6093
<p>To provide necessary upgrades to various satellite water facilities that include, but are not limited to the following: Install generator with automatic transfer switch for power distribution system reliability at the following sites: Swan Point, Bel Alton, Spring Valley, Beantown Woodley, Newtown Village, Mariellen, Ellenwood, St. Anne's, electrical/mechanical equipment replacement at Swan Pt. Wells #1 & #2, Newtown Village, Jude House Reverse Osmosis system, coating replacement at Chapel Pt. Woods standpipe, Jude House Well Replacement, and installation of additional standpipe at Chapel Pt. Woods.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$75	\$75	\$75	\$75	\$75	\$375	\$405	\$75	\$855
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	475	475	475	475	475	2,375	1,370	475	4,220
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	15	15	15	75	53	15	143
Inspection	48	48	48	48	48	240	279	48	567
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	48	48	48	48	48	240	149	48	437
Total Outlay	\$661	\$661	\$661	\$661	\$661	\$3,305	\$2,256	\$661	\$6,222

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$661	\$661	\$661	\$661	\$661	\$3,305	\$2,256	\$661	\$6,222
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$661	\$661	\$661	\$661	\$661	\$3,305	\$2,256	\$661	\$6,222
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$661	\$661	\$661	\$661	\$661	\$3,305	\$2,256	\$661	\$6,222

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	187.6	245.6	305.7	367.9	432.2	187.6	560.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$187.6	\$245.6	\$305.7	\$367.9	\$432.2	\$187.6	\$560.9
Increase to Water User Fee:	8.4¢	10.8¢	13.2¢	15.7¢	18.1¢	8.4¢	23.2¢

LOCATION:
Various locations, see description above

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Bensville Water Tower No. 8	Water User Water Connection	0% 100%	Requested By: PGM Project #: 6107
As described in the Charles County Water & Sewer Engineering & Operations Plan, a 2 million gallon water storage tower will be needed in the Bensville area in 2020. The project will provide funding for preliminary engineering, design, and construction of a 2 MGD water storage tower.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$500
Land & ROW	0	0	0	0	0	0	10	0	10
Construction	1,667	1,667	1,666	0	0	5,000	0	0	5,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	80	80	80	0	0	240	20	0	260
Inspection	40	40	40	0	0	120	0	0	120
Miscellaneous	10	10	10	0	0	30	5	0	35
Contingency	133	133	134	0	0	400	0	0	400
Total Outlay	\$1,930	\$1,930	\$1,930	\$0	\$0	\$5,790	\$535	\$0	\$6,325

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$1,930	\$1,930	\$1,930	\$0	\$0	\$5,790	\$535	\$0	\$6,325
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$1,930	\$1,930	\$1,930	\$0	\$0	\$5,790	\$535	\$0	\$6,325
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$1,930	\$1,930	\$1,930	\$0	\$0	\$5,790	\$535	\$0	\$6,325

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	44.5	213.9	389.3	570.8	570.8	44.5	570.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$44.5	\$213.9	\$389.3	\$570.8	\$570.8	\$44.5	\$570.8
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:
MD 224 at Bumpy Oak Road

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Chapel Point Water Tower (Relocated)	Water User 100% Water Connection 0%	Requested By: PGM Project #: 6108
<p>The existing Waldorf Fire House 200,000 Gallon Water Tower has been unused for several years at its present location in Waldorf. The tower still has years of useable life with some rehab work but is not needed for the Waldorf system. Relocating the tank to the Chapel Point well site would provide consistent pressure and fire flow capacity protection to the community. The project involves construction of a new foundation, dismantling of the tower, the rehabilitation and installation the tower in its new location.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$75
Land & ROW	8	0	0	0	0	8	0	0	8
Construction	375	375	0	0	0	750	0	0	750
Equipment	0	0	0	0	0	0	0	0	0
Administration	19	19	0	0	0	38	11	0	49
Inspection	10	10	0	0	0	20	0	0	20
Miscellaneous	0	0	0	0	0	0	5	0	5
Contingency	38	38	0	0	0	76	0	0	76
Total Outlay	\$450	\$442	\$0	\$0	\$0	\$892	\$91	\$0	\$983

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$450	\$442	\$0	\$0	\$0	\$892	\$91	\$0	\$983
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$450	\$442	\$0	\$0	\$0	\$892	\$91	\$0	\$983
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$450	\$442	\$0	\$0	\$0	\$892	\$91	\$0	\$983

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	7.6	47.1	87.2	87.2	87.2	7.6	87.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$7.6	\$47.1	\$87.2	\$87.2	\$87.2	\$7.6	\$87.2
Increase to Water User Fee:	0.3¢	2.1¢	3.8¢	3.7¢	3.7¢	0.3¢	3.6¢

LOCATION:
Chapel Point Road

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Pinefield Water Tower Rehabilitation	Water User 100% Water Connection 0%	Requested By: PGM Project #:
The 1 MG Pinefield Water Tower is in need of rehabilitation. This project will include a preliminary assessment inspection and report, evaluation, recoating, and miscellaneous repairs.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$70	\$0	\$0	\$0	\$70	\$0	\$0	\$70
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	453	453	0	906	0	0	906
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	10	39	39	0	88	0	0	88
Inspection	0	0	30	30	0	60	0	0	60
Miscellaneous	0	10	0	0	0	10	0	0	10
Contingency	0	0	46	46	0	92	0	0	92
Total Outlay	\$0	\$90	\$568	\$568	\$0	\$1,226	\$0	\$0	\$1,226

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (15 Year)		\$0	\$90	\$568	\$568	\$0	\$1,226	\$0	\$0	\$1,226
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$0	\$90	\$568	\$568	\$0	\$1,226	\$0	\$0	\$1,226
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$0	\$90	\$568	\$568	\$0	\$1,226	\$0	\$0	\$1,226

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	8.2	61.6	116.9	0.0	116.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$8.2	\$61.6	\$116.9	\$0.0	\$116.9
Increase to Water User Fee:	0.0¢	0.0¢	0.4¢	2.6¢	4.9¢	0.0¢	4.8¢

LOCATION: Pinefield, Charles County

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Gleneagles 2MG Water Tower	Water User Water Connection	0% 100%	Requested By: PGM Project #: 6109
Additional fire storage volume and another tank is needed to equalize pressure in the water distribution system along Rosewick Road. Residents are experiencing low water pressure. This project is for the acquisition of a tower site, design, and construction based on a study performed in 2010.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$500
Land & ROW	0	0	0	0	0	0	150	0	150
Construction	0	0	1,667	1,667	1,666	5,000	0	0	5,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	63	63	63	189	53	0	242
Inspection	0	0	30	30	30	90	0	0	90
Miscellaneous	0	0	0	0	0	0	10	0	10
Contingency	0	0	90	90	90	270	0	0	270
Total Outlay	\$0	\$0	\$1,850	\$1,850	\$1,849	\$5,549	\$713	\$0	\$6,262

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$0	\$0	\$1,850	\$1,850	\$1,849	\$5,549	\$713	\$0	\$6,262
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$1,850	\$1,850	\$1,849	\$5,549	\$713	\$0	\$6,262
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$1,850	\$1,850	\$1,849	\$5,549	\$713	\$0	\$6,262

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	59.3	59.3	59.3	233.3	413.4	59.3	593.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$59.3	\$59.3	\$59.3	\$233.3	\$413.4	\$59.3	\$593.3
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: St. Charles, Rosewick Road (proposed location)
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Waldorf Fire House Water Tower Replacement	Water User 10% Water Connection 90%	Requested By: PGM Project #: 6110
<p>The existing Waldorf Fire House Water Tower is being proposed for rehabilitation and relocation to Chapel Point. The water system in its current location needs additional fire storage volume and another tank to equalize pressure in the system. This project is for the design and construction based of a new 2MG water tower based on a study performed in 2010.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$500
Land & ROW	100	0	0	0	0	100	150	0	250
Construction	1,667	1,667	1,666	0	0	5,000	0	0	5,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	70	63	63	0	0	196	53	0	249
Inspection	30	30	30	0	0	90	0	0	90
Miscellaneous	0	0	0	0	0	0	10	0	10
Contingency	90	90	90	0	0	270	0	0	270
Total Outlay	\$1,957	\$1,850	\$1,849	\$0	\$0	\$5,656	\$713	\$0	\$6,369

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$1,957	\$1,850	\$1,849	\$0	\$0	\$5,656	\$713	\$0	\$6,369
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$1,957	\$1,850	\$1,849	\$0	\$0	\$5,656	\$713	\$0	\$6,369
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$1,957	\$1,850	\$1,849	\$0	\$0	\$5,656	\$713	\$0	\$6,369

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	59.3	231.0	399.2	573.1	573.1	59.3	573.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$59.3	\$231.0	\$399.2	\$573.1	\$573.1	\$59.3	\$573.1
Increase to Water User Fee:	0.3¢	1.0¢	1.7¢	2.4¢	2.4¢	0.3¢	2.4¢

LOCATION: Waldorf, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: White Plains 2MG Water Tower	Water User Water Connection	0% 100%	Requested By: PGM Project #:
Development is underway in White Plains. The system needs additional fire storage volume and another tank to equalize pressure in the system. Property needs acquired. This is for the design and construction based on a study performed in 2010.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$500	\$0	\$500	\$0	\$0	\$500
Land & ROW	0	0	0	150	0	150	0	0	150
Construction	0	0	0	0	1,667	1,667	0	3,333	5,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	53	63	116	0	126	242
Inspection	0	0	0	0	30	30	0	60	90
Miscellaneous	0	0	0	10	0	10	0	0	10
Contingency	0	0	0	0	90	90	0	180	270
Total Outlay	\$0	\$0	\$0	\$713	\$1,850	\$2,563	\$0	\$3,699	\$6,262

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)		\$0	\$0	\$0	\$713	\$1,850	\$2,563	\$0	\$3,699	\$6,262
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$0	\$0	\$0	\$713	\$1,850	\$2,563	\$0	\$3,699	\$6,262
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$0	\$0	\$0	\$713	\$1,850	\$2,563	\$0	\$3,699	\$6,262

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	69.4	0.0	609.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$69.4	\$0.0	\$609.4
Increase to Water User Fee:	0.0c	0.0c	0.0c	0.0c	0.0c	0.0c	0.0c

LOCATION: White Plains, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Settle Woods Water Tower Rehabilitation	Water User 100% Water Connection 0%	Requested By: PGM Project #:
The 500K-Gallon Settle Woods Water Tower is in need of rehabilitation to include a preliminary assessment inspection and report, evaluation, recoating, and miscellaneous repairs.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$50	\$0	\$0	\$0	\$50	\$0	\$0	\$50
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	250	250	0	500	0	0	500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	7	22	22	0	51	0	0	51
Inspection	0	0	12	12	0	24	0	0	24
Miscellaneous	0	10	0	0	0	10	0	0	10
Contingency	0	0	25	25	0	50	0	0	50
Total Outlay	\$0	\$67	\$309	\$309	\$0	\$685	\$0	\$0	\$685

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$0	\$67	\$309	\$309	\$0	\$685	\$0	\$0	\$685
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$67	\$309	\$309	\$0	\$685	\$0	\$0	\$685
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$67	\$309	\$309	\$0	\$685	\$0	\$0	\$685

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	6.1	35.2	65.2	0.0	65.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$6.1	\$35.2	\$65.2	\$0.0	\$65.2
Increase to Water User Fee:	0.0¢	0.0¢	0.3¢	1.5¢	2.7¢	0.0¢	2.7¢

LOCATION: Settle Woods, Waldorf, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Cliffton Replacement Well	Water User 100%	Requested By: DPW
	Water Connection 0%	Project #: 6078
Gross alpha levels at Cliffton Well #2 necessitate the drilling of a new well.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$85	\$0	\$0	\$0	\$0	\$85	\$57	\$0	\$142
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	525	0	0	0	0	525	481	0	1,006
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	0	0	0	0	15	2	0	17
Inspection	85	0	0	0	0	85	0	0	85
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	53	0	0	0	0	53	0	0	53
Total Outlay	\$763	\$0	\$0	\$0	\$0	\$763	\$540	\$0	\$1,303

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)		\$763	\$0	\$0	\$0	\$0	\$763	\$540	\$0	\$1,303
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$763	\$0	\$0	\$0	\$0	\$763	\$540	\$0	\$1,303
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$763	\$0	\$0	\$0	\$0	\$763	\$540	\$0	\$1,303

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. & Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	44.9	111.9	111.9	111.9	111.9	44.9	111.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$44.9	\$111.9	\$111.9	\$111.9	\$111.9	\$44.9	\$111.9
Increase to Water User Fee:	2.0¢	4.9¢	4.8¢	4.8¢	4.7¢	2.0¢	4.6¢

LOCATION:
Cliffton Well

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Bryans Road 2MG Water Tower	Water User Water Connection	0% 100%	Requested By: PGM Project #:
The existing Bryan's Road Water System has only the existing Fire House Water Storage Tank. Redundancy to the system and fire storage volume for the airport/ tech park is needed. This is for the design and construction including coordination with FAA for approval.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$300	\$0	\$0	\$300	\$0	\$0	\$300
Land & ROW	0	0	7	0	0	7	0	0	7
Construction	0	0	0	1,000	1,000	2,000	0	1,000	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	28	80	80	188	0	80	268
Inspection	0	0	0	33	33	66	0	33	99
Miscellaneous	0	0	0	10	10	20	0	10	30
Contingency	0	0	15	100	100	215	0	100	315
Total Outlay	\$0	\$0	\$350	\$1,223	\$1,223	\$2,796	\$0	\$1,223	\$4,019

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	(15 Year)	\$0	\$0	\$350	\$1,223	\$1,223	\$2,796	\$0	\$1,223	\$4,019
Fund Balance	Appropriation	0	0	0	0	0	0	0	0	0
Operating	Transfer	0	0	0	0	0	0	0	0	0
Total County Funding		\$0	\$0	\$350	\$1,223	\$1,223	\$2,796	\$0	\$1,223	\$4,019
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$0	\$0	\$350	\$1,223	\$1,223	\$2,796	\$0	\$1,223	\$4,019

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	32.9	152.0	0.0	390.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$32.9	\$152.0	\$0.0	\$390.0
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:	Md. Route 224 at Bumpy Oak Road
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Bensville Road Water Line Extension	Water User Water Connection	0% 100%	Requested By: PGM Project #:
<p>Design and construct approximately 6,800 linear feet extension of existing 16" waterline along Bensville Road from Elsa Avenue to Robey Manor Drive. This will initiate the development of a future interconnection of the Bryans Road and Waldorf water systems. This line will also provide public water service to Robey Manor if needed.</p>			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$136	\$0	\$136	\$0	\$0	\$136
Land & ROW	0	0	0	204	0	204	0	0	204
Construction	0	0	0	0	1,360	1,360	0	0	1,360
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	31	107	138	0	0	138
Inspection	0	0	0	0	41	41	0	0	41
Miscellaneous	0	0	0	15	5	20	0	0	20
Contingency	0	0	0	17	136	153	0	0	153
Total Outlay	\$0	\$0	\$0	\$403	\$1,649	\$2,052	\$0	\$0	\$2,052

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$0	\$0	\$0	\$403	\$1,649	\$2,052	\$0	\$0	\$2,052
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$0	\$403	\$1,649	\$2,052	\$0	\$0	\$2,052
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$0	\$403	\$1,649	\$2,052	\$0	\$0	\$2,052

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	39.2	0.0	199.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$39.2	\$0.0	\$199.7
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: Bensville Road

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Water User 50%	Requested By: PGM
Bensville/Bryans Road Water Systems Interconnection Study	Water Connection 50%	Project #:
<p>Conduct a study to determine the feasibility of extending the existing 16" water line from Bensville Road via the Indian Rail Trail and Livingston Rd to interconnect with the Bryans Rd Water System. The link between the Bryans Road and Waldorf water systems has been a long term goal to ease the burden on the aquifers in the western part of Charles County. The primary objective of this study will be to explore this and alternative routes for the water line.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$83	\$0	\$0	\$83	\$0	\$0	\$83
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	11	0	0	11	0	0	11
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	6	0	0	6	0	0	6
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$100

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	100	0	0	100	0	0	100
Total County Funding	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$100
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$100

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Increase to Water User Fee:	0.0¢	0.0¢	2.2¢	-2.2¢	0.0¢	0.0¢	0.0¢

LOCATION:
Billingsley Road

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Hughesville Water Line	Water User Water Connection	0% 100%	Requested By: PGM Project #: 6114
Design and construct 9,000 linear feet of water line in Hughesville to serve the village core.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$180	\$0	\$0	\$0	\$0	\$180	\$0	\$0	\$180
Land & ROW	270	0	0	0	0	270	0	0	270
Construction	0	1,800	0	0	0	1,800	0	0	1,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	19	140	0	0	0	159	0	0	159
Inspection	0	70	0	0	0	70	0	0	70
Miscellaneous	15	5	0	0	0	20	0	0	20
Contingency	23	180	0	0	0	203	0	0	203
Total Outlay	\$507	\$2,195	\$0	\$0	\$0	\$2,702	\$0	\$0	\$2,702

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$507	\$2,195	\$0	\$0	\$0	\$2,702	\$0	\$0	\$2,702
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$507	\$2,195	\$0	\$0	\$0	\$2,702	\$0	\$0	\$2,702
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$507	\$2,195	\$0	\$0	\$0	\$2,702	\$0	\$0	\$2,702

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	44.5	244.0	244.0	244.0	0.0	244.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$44.5	\$244.0	\$244.0	\$244.0	\$0.0	\$244.0
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: Leonardtwn Road, Hughesville
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APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Water User 0%	Requested By: PGM
Private Water System Interconnection Program	Water Other 100%	Project #: 6115
<p>As part of the County's initiative to interconnect failing community water systems, funding is needed to offset the design and construction costs of water infrastructure replacements necessary to meet required County Standards. This project is supported by the County's Water Resource Advisory Committee recommendations to assist failing private water systems with infrastructure replacements that are currently cost prohibitive.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$50	\$25	\$25	\$25	\$25	\$150	\$0	\$0	\$150
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	200	75	75	75	75	500	0	0	500
Equipment	0	0	0	0	0	0	0	0	0
Administration	22	12	12	12	12	70	0	0	70
Inspection	10	4	4	4	4	26	0	0	26
Miscellaneous	5	5	5	5	5	25	0	0	25
Contingency	20	8	8	8	8	52	0	0	52
Total Outlay	\$307	\$129	\$129	\$129	\$129	\$823	\$0	\$0	\$823

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$107	\$0	\$0	\$0	\$0	\$107	\$0	\$0	\$107
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$107	\$0	\$0	\$0	\$0	\$107	\$0	\$0	\$107
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: Property Owners	200	129	129	129	129	716	0	0	716
Total Funding	\$307	\$129	\$129	\$129	\$129	\$823	\$0	\$0	\$823

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	9.4	9.4	9.4	9.4	0.0	9.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$9.4	\$9.4	\$9.4	\$9.4	\$0.0	\$9.4
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: _____

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Water User	50.0%	Requested By: DPW
Automation & Technology Master Plan	Water Connection		Project #: 6081
	Sewer User	50.0%	
	Sewer Connection		

This project request is the result of an extensive study in FY08 and FY09 by Westin Engineering to determine the Information Technology needs of the Utilities Division in order to bring it into the 21st century. The project will include emphasis on Supervisor, Control, and Data Acquisition (SCADA), regulatory compliance, data management, work management, and performance management, among other issues. The ultimate goal of this project is for the Department of Public Works - Utilities to accomplish its functions even in periods of growth without adding field staff and to make more efficient use of the resources currently available. Additional facility control, instrumentation, and communication improvements have been determined necessary through further evaluation and design of the SCADA system than originally scoped resulting in an overall project increase.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$825	\$905	\$1,180	\$925	\$3,835	\$5,636	\$0	\$9,471
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	815	815	815	815	3,260	3,616	0	6,876
Equipment	0	125	125	125	125	500	1,521	0	2,021
Administration	35	47	46	46	46	220	268	0	488
Inspection	150	45	45	44	44	328	200	0	528
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	82	82	82	82	328	0	0	328
Total Outlay	\$185	\$1,939	\$2,018	\$2,292	\$2,037	\$8,471	\$11,241	\$0	\$19,712

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (10 Year)	\$185	\$1,939	\$2,018	\$2,292	\$2,037	\$8,471	\$11,157	\$0	\$19,628
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$185	\$1,939	\$2,018	\$2,292	\$2,037	\$8,471	\$11,157	\$0	\$19,628
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	50	0	50
Other: WSSC	0	0	0	0	0	0	34	0	34
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$185	\$1,939	\$2,018	\$2,292	\$2,037	\$8,471	\$11,241	\$0	\$19,712

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	1,301.3	1,323.7	1,564.5	1,821.5	2,120.4	1,301.3	2,383.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$1,301.3	\$1,323.7	\$1,564.5	\$1,821.5	\$2,120.4	\$1,301.3	\$2,383.7
Increase to Water User Fee:	29.1¢	29.1¢	33.9¢	38.8¢	44.5¢	29.1¢	49.3¢
Increase to Sewer User Fee:	31.1¢	28.5¢	29.4¢	32.0¢	36.7¢	31.1¢	40.7¢
Combined Fee Increase:	60.2¢	57.6¢	63.2¢	70.8¢	81.2¢	60.2¢	90.0¢

LOCATION:
County-wide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Customer Account Fee 100.0%	Requested By: DPW
Treasurer's Office Reconfiguration		Project #: 6113
Project includes reconfiguration of the Treasurer's Office, as well as relocation of Water & Sewer Billing to the Treasurer's Office.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$10	\$0	\$0	\$0	\$0	\$10	\$0	\$0	\$10
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	40	0	0	0	0	40	0	0	40
Equipment	75	0	0	0	0	75	0	0	75
Administration	3	0	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	2	0	0	0	0	2	0	0	2
Contingency	4	0	0	0	0	4	0	0	4
Total Outlay	\$134	\$0	\$0	\$0	\$0	\$134	\$0	\$0	\$134

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$134	\$0	\$0	\$0	\$0	\$134	\$0	\$0	\$134
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$134	\$0	\$0	\$0	\$0	\$134	\$0	\$0	\$134
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$134	\$0	\$0	\$0	\$0	\$134	\$0	\$0	\$134

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	11.8	11.8	11.8	11.8	0.0	11.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$11.8	\$11.8	\$11.8	\$11.8	\$0.0	\$11.8

Increase to Customer Account Fee:	0.00¢	0.09¢	0.09¢	0.09¢	0.08¢	0.0¢	0.08¢
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LOCATION:

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

SEWER SUMMARY

The County owns, operates, maintains, and constructs central sewer systems located throughout the county. These facilities consist of several small package treatment plants and a regional twenty million gallons per day plant. Similar to the water infrastructure, capital cost associated with additional capacity is recovered from developer connection fees, while other project costs are financed through user fees or special assessments. All projects are managed by County personnel. Projects conform to overall planning studies and concepts adopted by the County.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$1,408	\$3,114	\$2,938	\$2,130	\$1,940	\$11,529	\$14,339	\$1,547	\$27,414
Land & ROW	2,363	2,020	477	76	56	4,992	1,224	58	6,274
Construction	14,640	30,096	23,787	11,334	10,388	90,244	33,974	8,977	133,195
Equipment	0	63	67	68	70	267	2,935	0	3,202
Administration	921	1,145	918	616	570	4,170	1,869	364	6,403
Inspection	1,019	1,350	1,146	595	576	4,685	2,249	644	7,578
Miscellaneous	117	109	99	18	6	349	350	17	716
Contingency	1,482	2,480	2,335	878	777	7,951	2,167	486	10,604
Total Outlay	\$21,950	\$40,375	\$31,766	\$15,714	\$14,382	\$124,186	\$59,106	\$12,093	\$195,385

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$20,653	\$34,755	\$27,632	\$13,251	\$11,809	\$108,099	\$50,117	\$10,086	\$168,301
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	103	103	108	112	116	542	263	81	886
Total County Funding	\$20,756	\$34,858	\$27,740	\$13,363	\$11,925	\$108,641	\$50,379	\$10,167	\$169,187
Federal	0	0	0	0	0	0	728	0	728
State	0	0	0	0	0	0	1,254	0	1,254
Other: WSSC	1,194	5,517	4,026	2,351	2,457	15,545	6,744	1,926	24,215
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$21,950	\$40,375	\$31,766	\$15,714	\$14,382	\$124,186	\$59,106	\$12,093	\$195,385

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	62.8	64.1	65.4	66.7	0.0	68.7
Total Operating	\$0.0	\$62.8	\$64.1	\$65.4	\$66.7	\$0.0	\$68.7
Debt Service: Bonds	3,448.3	4,801.6	7,424.9	9,673.8	10,774.4	3,448.3	11,105.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$3,448.3	\$4,864.4	\$7,489.0	\$9,739.2	\$10,841.1	\$3,448.3	\$11,174.4
Increase to Sewer User Fee:	\$1.12	\$1.36	\$1.83	\$2.23	\$2.43	\$1.15	\$2.46

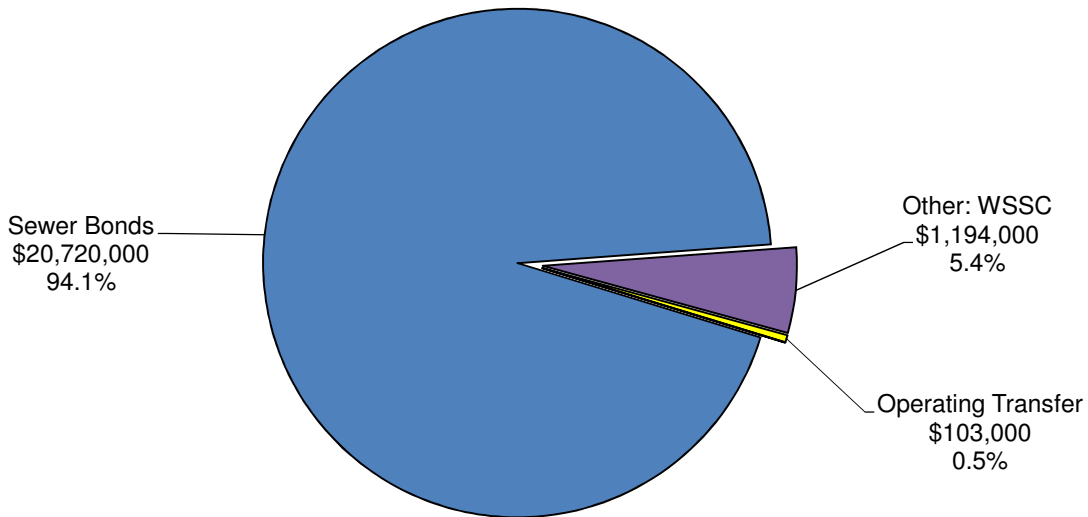
Projects with Future Operating Impacts:

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Hughesville Package Treatment	0.0	62.8	64.1	65.4	0.0

Beyond FY 2019
68.7

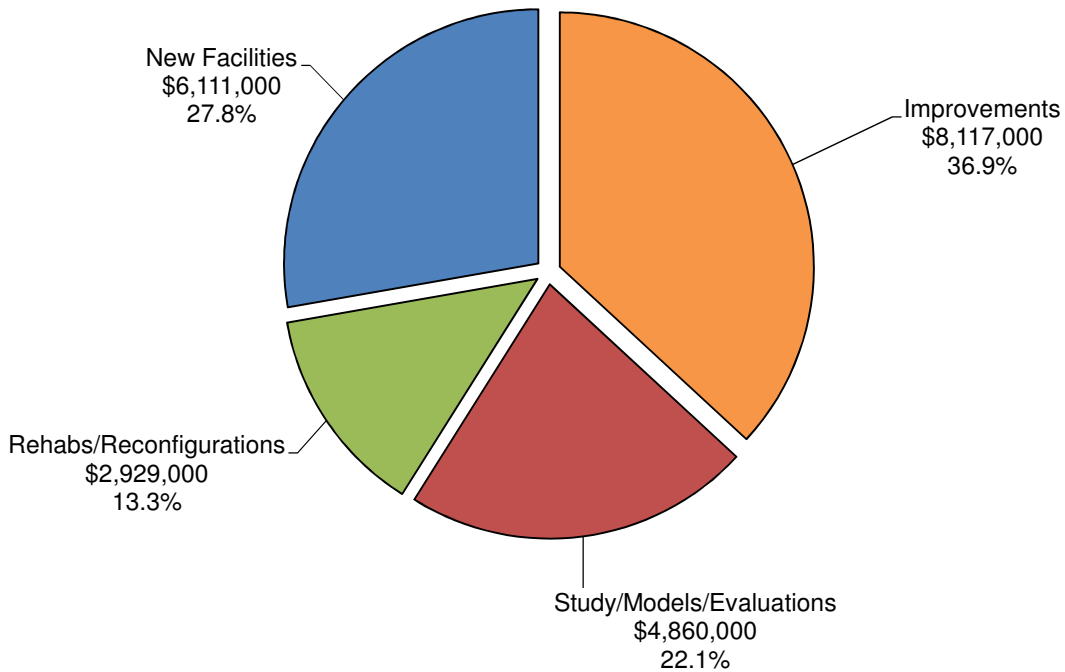
FTE
0.00

FY16 Sewer Financing Sources
Total \$22,017,000



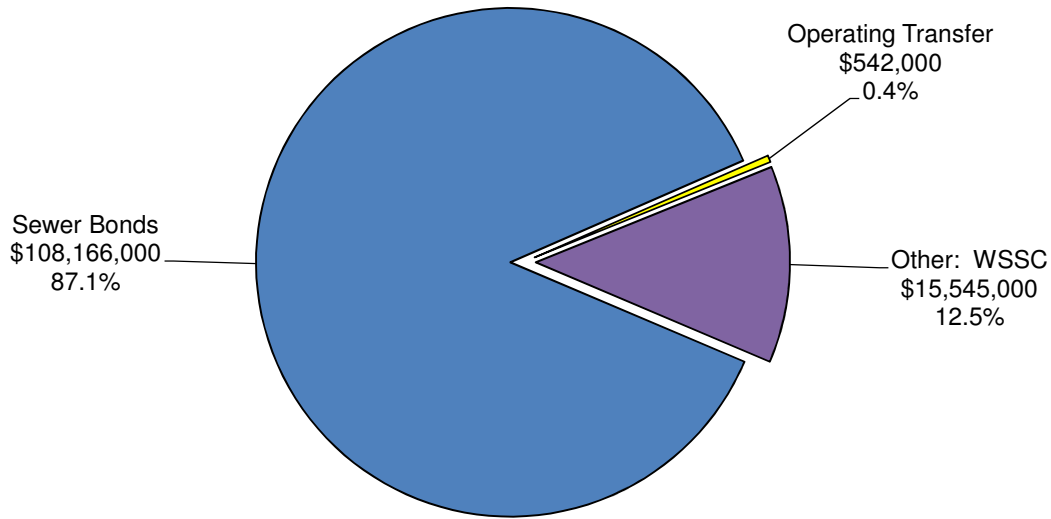
Financing the debt service associated with bonds for sewer projects is recovered primarily from sewer customer connection and user fees.

FY16 Sewer by Project Type
Total \$22,017,000

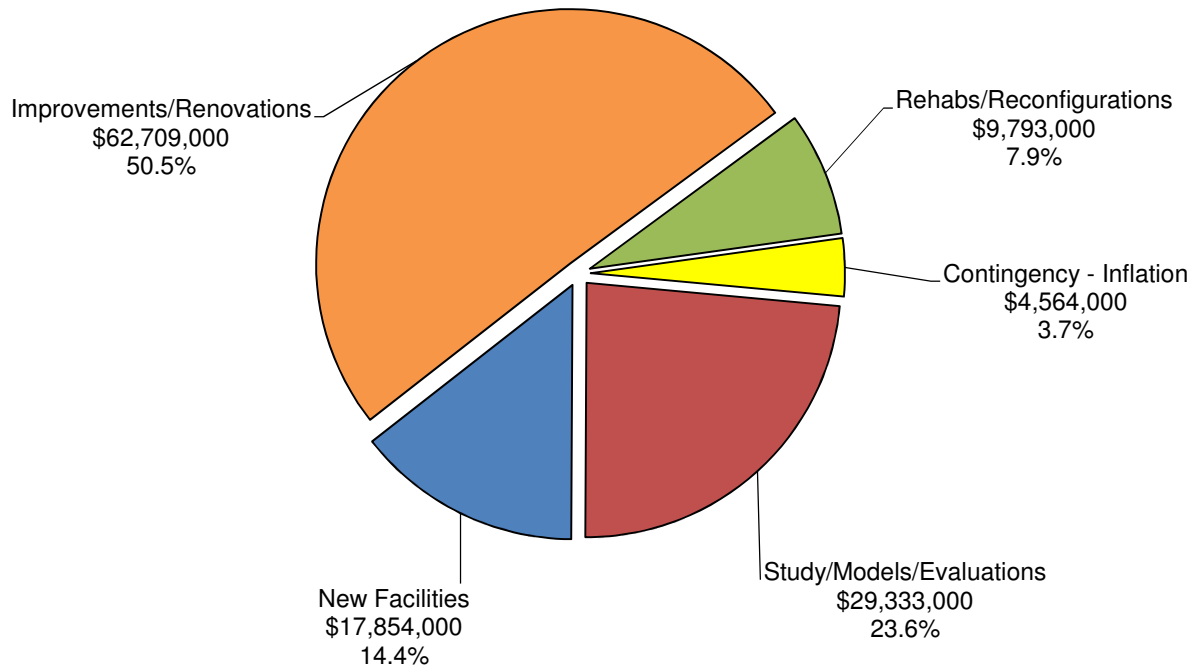


Improvements include funding for Satellite Wastewater Facility Upgrades, Mattawoman Wastewater Treatment Plant Clarifier and Thickener Repairs, Cobb Island/Swan Point Interconnection, Clifton Pump Station, Zekiah Pump Station Upgrade, Zekiah Pump Station Forcemain, Zekiah Interceptor Sewer Upgrades, and the Mattawoman Wastewater Treatment Plant Effluent Pump Station Forcemain Improvements.

FY16-FY20 Sewer Financing Sources
Total \$124,253,000



FY16-FY20 Sewer Projects by Type
Total \$124,253,000



Improvements includes various improvements at the Mattawoman WWTP and various other locations.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: PGM
Influent/Effluent Pump Station	Sewer Connection 45%	Project #: 7063
<p>A thorough evaluation of Mattawoman WWTP Influent/Effluent pump stations, & the Influent Wet Well is necessary to upgrade, overhaul & replace outdated, inadequate, and/or unsafe/inefficient processes. Problems with the main pumping station include hydraulic, control, capacity, & safety. The pumps are aging and obtaining parts has become a serious problem, so it is time to replace them, as well as the isolation and control valves. The location of the wet wells makes access for cleaning extremely difficult, time-consuming, and expensive. This study will present alternatives that will provide better access for cleaning/inspection, for providing code required ventilation, and possibly a self-cleaning configuration. Project will provide recommendations, prepare design documents, and implement the repairs or replacement. Project also includes replacement of barscreen #1. Existing funding is needed for immediate repairs/replacements of existing equipment.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$88	\$87	\$0	\$0	\$175	\$1,094	\$0	\$1,269
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	2,050	2,050	0	0	4,100	8,453	0	12,553
Equipment	0	0	0	0	0	0	960	0	960
Administration	0	113	112	0	0	225	417	0	642
Inspection	0	53	52	0	0	105	325	0	430
Miscellaneous	0	33	32	0	0	65	92	0	157
Contingency	0	210	310	0	0	520	736	0	1,256
Total Outlay	\$0	\$2,547	\$2,643	\$0	\$0	\$5,190	\$12,077	\$0	\$17,267

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)	\$0	\$2,165	\$2,247	\$0	\$0	\$4,412	\$9,312	\$0	\$13,724
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$2,165	\$2,247	\$0	\$0	\$4,412	\$9,312	\$0	\$13,724
Federal	0	0	0	0	0	0	728	0	728
State	0	0	0	0	0	0	383	0	383
Other: WSSC @ 15%	0	382	396	0	0	778	1,654	0	2,432
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$2,547	\$2,643	\$0	\$0	\$5,190	\$12,077	\$0	\$17,267

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	532.0	532.0	675.2	832.4	832.4	532.0	832.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$532.0	\$532.0	\$675.2	\$832.4	\$832.4	\$532.0	\$832.4
Increase to Sewer User Fee:	14.0¢	12.6¢	13.9¢	16.1¢	15.9¢	14.0¢	15.6¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: DPW
MWWTP Electrical System Replacement	Sewer Connection 45%	Project #: 7078
<p>Design and construct the replacement needs of the existing electrical system and implement the required upgrades to include but not limited to wiring, control panels, relays, backup power, and other affiliated equipment. The existing electrical system is beyond its life expectancy (over 30 years) and a phased plan needs to be developed to replace this equipment in a programmed manner.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$165	\$165	\$0	\$0	\$330	\$801	\$0	\$1,131
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	3,375	3,375	0	0	6,750	550	0	7,300
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	35	35	0	0	70	60	0	130
Inspection	0	165	165	0	0	330	45	0	375
Miscellaneous	0	0	0	0	0	0	15	0	15
Contingency	0	338	338	0	0	676	17	0	693
Total Outlay	\$0	\$4,078	\$4,078	\$0	\$0	\$8,156	\$1,488	\$0	\$9,644

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$0	\$3,466	\$3,466	\$0	\$0	\$6,932	\$1,265	\$0	\$8,197
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$3,466	\$3,466	\$0	\$0	\$6,932	\$1,265	\$0	\$8,197
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	612	612	0	0	1,224	223	0	1,447
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$4,078	\$4,078	\$0	\$0	\$8,156	\$1,488	\$0	\$9,644

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	105.2	105.2	420.2	746.3	746.3	105.2	746.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$105.2	\$105.2	\$420.2	\$746.3	\$746.3	\$105.2	\$746.3
Increase to Sewer User Fee:	2.8¢	2.5¢	8.7¢	14.4¢	14.2¢	2.8¢	14.0¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: MWWTP Flow Equalization	Sewer User 55% Sewer Connection 45%	Requested By: DPW Project #: 7095
Feasibility, evaluation, and design of flow equalization/storage system at MWWTP to buffer peak flows and prevent sanitary sewer overflows and unauthorized discharges.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$165	\$675	\$325	\$125	\$125	\$1,415	\$600	\$0	\$2,015
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,325	6,675	5,175	2,575	2,575	20,325	475	0	20,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	35	35	25	25	145	44	0	189
Inspection	165	325	275	125	125	1,015	48	0	1,063
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	333	668	518	258	258	2,035	48	0	2,083
Total Outlay	\$4,013	\$8,378	\$6,328	\$3,108	\$3,108	\$24,935	\$1,215	\$0	\$26,150

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)	\$3,411	\$7,121	\$5,379	\$2,642	\$2,642	\$2,642	\$21,195	\$1,033	\$0	\$22,228
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0	0
Total County Funding	\$3,411	\$7,121	\$5,379	\$2,642	\$2,642	\$2,642	\$21,195	\$1,033	\$0	\$22,228
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	602	1,257	949	466	466	466	3,740	182	0	3,922
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$4,013	\$8,378	\$6,328	\$3,108	\$3,108	\$3,108	\$24,935	\$1,215	\$0	\$26,150

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	59.0	272.1	743.3	1,119.6	1,314.6	59.0	1,314.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$59.0	\$272.1	\$743.3	\$1,119.6	\$1,314.6	\$59.0	\$1,314.6
Increase to Sewer User Fee:	1.6¢	6.4¢	15.4¢	21.6¢	25.0¢	1.6¢	24.7¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: PGM
Mattawoman Infiltration and Inflow	Sewer Connection 45%	Project #: 7074
<p>The Mattawoman WWTP service area has high Inflow and Infiltration (I/I) during storm events entering the sanitary sewer causing sanitary sewer overflows (SSOs) where system capacity is not sufficient. SSOs range from backups into basements to overflows from the sewer manholes. In addition to being a public health risk, it is also a regulatory issue. This project will provide information on the condition of the Mattawoman sewer system, identify areas where I/I already exists or a high I/I potential exists, and design/construct repairs for I/I removal. This project will also investigate feasibility of providing in-line storage for flow equalization; identify locations for design and construction projects to implement the in-line flow equalization and acquisition of right of way needed to implement the projects. The repairs proposed will address the sewer basins with the highest I/I severity (Tier 1) resulting in the greatest amount of I/I removal for the lowest cost. This project will be on-going multi-year endeavor.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$800	\$600	\$600	\$600	\$2,600	\$3,504	\$600	\$6,704
Land & ROW	0	100	50	50	50	250	50	50	350
Construction	0	4,600	2,400	2,400	2,400	11,800	5,370	2,400	19,570
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	276	153	153	153	735	349	153	1,237
Inspection	0	138	72	72	72	354	342	72	768
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$5,914	\$3,275	\$3,275	\$3,275	\$15,739	\$9,615	\$3,275	\$28,629

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)		\$0	\$3,687	\$2,042	\$2,042	\$2,042	\$9,813	\$6,136	\$2,042	\$17,991
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$0	\$3,687	\$2,042	\$2,042	\$2,042	\$9,813	\$6,136	\$2,042	\$17,991
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 37.65%		0	2,227	1,233	1,233	1,233	5,926	3,479	1,233	10,638
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$0	\$5,914	\$3,275	\$3,275	\$3,275	\$15,739	\$9,615	\$3,275	\$28,629

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	350.5	350.5	594.5	737.3	888.1	350.5	1,038.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$350.5	\$350.5	\$594.5	\$737.3	\$888.1	\$350.5	\$1,038.8
Increase to Sewer User Fee:	9.2¢	8.3¢	12.3¢	14.2¢	16.9¢	9.2¢	19.5¢

LOCATION:
Mattawoman Sewer Service Area

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: DPW
Mattawoman WWTP Automation	Sewer Connection 45%	Project #: 7083
Automation of the Mattawoman WWTP facility to improve the efficiency of operations and maintenance, thereby minimizing resources and resulting in cost avoidance. Design standards will be determined for the project and implemented on the remaining processes to monitor the system via plant SCADA system and ensure system stays in compliance.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$85	\$35	\$0	\$0	\$120	\$725	\$0	\$845
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,750	750	0	0	2,500	975	0	3,475
Equipment	0	0	0	0	0	0	1,214	0	1,214
Administration	0	25	25	0	0	50	75	0	125
Inspection	0	85	35	0	0	120	85	0	205
Miscellaneous	0	0	0	0	0	0	1	0	1
Contingency	0	175	175	0	0	350	46	0	396
Total Outlay	\$0	\$2,120	\$1,020	\$0	\$0	\$3,140	\$3,121	\$0	\$6,261

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (15 Year)	\$0	\$1,802	\$867	\$0	\$0	\$2,669	\$2,353	\$0	\$5,022
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$1,802	\$867	\$0	\$0	\$2,669	\$2,353	\$0	\$5,022
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	300	0	300
Other: WSSC @ 15%	0	318	153	0	0	471	468	0	939
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$2,120	\$1,020	\$0	\$0	\$3,140	\$3,121	\$0	\$6,261

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	195.7	195.7	359.5	441.0	441.0	195.7	441.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$195.7	\$195.7	\$359.5	\$441.0	\$441.0	\$195.7	\$441.0
Increase to Sewer User Fee:	5.2¢	4.6¢	7.4¢	8.5¢	8.4¢	5.2¢	8.3¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 100%	Requested By: DPW
Pump Station Rehabs and Replacements	Sewer Connection 0%	Project #: 7097
Rehabilitation at various wastewater pumping facilities to update to current standards and replace aged equipment/infrastructure that include, but are not limited to the following: Strawberry Hills P.S., Theodore Green Blvd. P.S., Checkers P.S., Thomas Stone P.S., Indian Head Manor P.S., Ryon Woods P.S., Rt. 925B P.S., St. Charles P.S. #5A, Pinefield P.S. Forcemain, Bar Harbor PS, Bachelors Hope PS, Cuckolds Creek PS, Wisteria PS, Bath House PS, and a barscreen at PS3B.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$175	\$175	\$115	\$115	\$580	\$651	\$215	\$1,446
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	275	1,275	1,275	1,100	1,100	5,025	1,546	1,100	7,671
Equipment	0	0	0	0	0	0	0	0	0
Administration	55	55	55	55	55	275	29	35	339
Inspection	225	55	55	115	115	565	227	110	902
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	28	128	128	110	110	504	143	110	757
Total Outlay	\$583	\$1,688	\$1,688	\$1,495	\$1,495	\$6,949	\$2,596	\$1,570	\$11,115

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$583	\$1,688	\$1,688	\$1,495	\$1,495	\$6,949	\$2,596	\$1,570	\$11,115
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$583	\$1,688	\$1,688	\$1,495	\$1,495	\$6,949	\$2,596	\$1,570	\$11,115
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$583	\$1,688	\$1,688	\$1,495	\$1,495	\$6,949	\$2,596	\$1,570	\$11,115

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond thru FY15 FY 2020	
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	215.9	267.0	420.4	579.2	724.7	215.9	877.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$215.9	\$267.0	\$420.4	\$579.2	\$724.7	\$215.9	\$877.5
Increase to Sewer User Fee:	10.3c	11.5c	15.8c	20.3c	25.1c	10.3c	30.0c

LOCATION:
Various pumping stations countywide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 100%	Requested By: DPW
Satellite Wastewater Facility Upgrades	Sewer Connection 0%	Project #: 7098
<p>To provide necessary upgrades to various satellite pumping stations and treatment plant facilities that include, but are not limited to the following: Replacement of generator and automatic transfer switch at Cobb Island Pumping Station to maintain power distribution reliability. Install asphalt access drives that will replace failing gravel drives at Strawberry Hills P.S., Clifton Pumping Station #2, Clifton Pumping Station #4, and Mt. Carmel WWTP. Relocate chemical feed system at Swan Point Vacuum Pumping Station into building to be constructed. Construct regional storage facility at Swan Point WWTP. Construct Chemical Building at Swan Point WWTP. Construct building at Bel Alton WWTP that will aid in maintaining process temperatures for improved system performance. Structural, process, and mechanical improvements at Clifton WWTP and Mt. Carmel WWTP. Sprayfield improvements at Breeze Farm and Cuckolds Creek facilities. Construct regional operation and maintenance facility at St. Charles PS2A site. Chemical feed system improvements at various satellite treatment plants.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$75	\$75	\$75	\$75	\$75	\$375	\$358	\$75	\$808
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	375	375	375	375	375	1,875	423	375	2,673
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	15	15	15	75	53	15	143
Inspection	38	38	38	38	38	190	133	38	361
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	38	38	38	38	38	190	0	38	228
Total Outlay	\$541	\$541	\$541	\$541	\$541	\$2,705	\$967	\$541	\$4,213

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$541	\$541	\$541	\$541	\$541	\$2,705	\$967	\$541	\$4,213
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$541	\$541	\$541	\$541	\$541	\$2,705	\$967	\$541	\$4,213
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$541	\$541	\$541	\$541	\$541	\$2,705	\$967	\$541	\$4,213

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	80.4	127.9	177.1	228.0	280.6	80.4	333.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$80.4	\$127.9	\$177.1	\$228.0	\$280.6	\$80.4	\$333.3
Increase to Sewer User Fee:	3.8¢	5.5¢	6.7¢	8.0¢	9.7¢	3.8¢	11.4¢

LOCATION:
Various Sites-see description

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: DPW
MWWTP Clarifier and Thickener Repairs	Sewer Connection 45%	Project #: 7093
Gravity Thickeners #1 & #2, Secondary Clarifiers #5 & #6, and Final Clarifiers #1 through #4 are aged and in need of rehabilitation. Work includes mechanical, electrical, and structural repairs/replacements.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$150	\$150	\$150	\$150	\$150	\$750	\$525	\$150	\$1,425
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	675	675	675	675	675	3,375	1,495	675	5,545
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	15	15	15	75	48	15	138
Inspection	68	68	68	68	68	340	103	68	511
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	68	68	68	68	68	339	53	68	459
Total Outlay	\$976	\$976	\$976	\$976	\$976	\$4,879	\$2,224	\$976	\$8,078

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)	\$830	\$830	\$830	\$830	\$830	\$4,149	\$1,890	\$830	\$6,868
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$830	\$830	\$830	\$830	\$830	\$4,149	\$1,890	\$830	\$6,868
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	146	146	146	146	146	730	334	146	1,210
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$976	\$976	\$976	\$976	\$976	\$4,879	\$2,224	\$976	\$8,078

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	108.0	159.8	214.8	272.8	334.0	108.0	395.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$108.0	\$159.8	\$214.8	\$272.8	\$334.0	\$108.0	\$395.2
Increase to Sewer User Fee:	2.8¢	3.8¢	4.4¢	5.3¢	6.4¢	2.8¢	7.4¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 50%	Requested By: DPW
Cobb Island/Swan Point Interconnection	Sewer Connection 50%	Project #: 7100
To provide operational flexibility in diverting flows between the Cobb Island and Swan Point treatment systems. This project will also provide sewer system improvements that will address failing septic's within the service area.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$275	\$0	\$275	\$275	\$120	\$670
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	815	0	0	0	0	815	145	1,200	2,160
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	0	0	15	0	30	11	15	56
Inspection	75	0	0	0	0	75	22	120	217
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	82	0	0	0	0	82	0	0	82
Total Outlay	\$987	\$0	\$0	\$290	\$0	\$1,277	\$453	\$1,455	\$3,185

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$987	\$0	\$0	\$290	\$0	\$1,277	\$453	\$1,455	\$3,185
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$987	\$0	\$0	\$290	\$0	\$1,277	\$453	\$1,455	\$3,185
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$987	\$0	\$0	\$290	\$0	\$1,277	\$453	\$1,455	\$3,185

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond thru FY15 FY 2020	
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	25.9	87.5	87.5	87.5	109.0	25.9	216.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$25.9	\$87.5	\$87.5	\$87.5	\$109.0	\$25.9	\$216.4
Increase to Sewer User Fee:	0.6¢	1.9¢	1.6¢	1.5¢	1.9¢	0.6¢	3.7¢

LOCATION:
Cobb Island, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: MWWTP Utility Water System Evaluation & Improvement	Sewer User 55% Sewer Connection 45%	Requested By: DPW Project #: 7101
<p>The plant utility water system has not always been satisfactory in supporting all of the demands for Non-Potable Water (NPW) at the MWWTP. Sludge production and other needs for NPW have increased over the years. Low NPW pressures have been experienced throughout the plant and the sludge dewatering process has been negatively affected as a result. Evaluation of the plant utility water system is needed to determine what improvements are necessary in order to satisfy the plant NPW demands. The effect of the UV upgrade was to cut the system from a 4 pump system to a 2 pump system, and it has become a common occurrence to have to defer wash-downs in other areas of the plant in order to operate the belt filter presses or vice versa.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$35	\$45	\$0	\$0	\$0	\$80	\$170	\$0	\$250
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	375	525	0	0	0	900	0	0	900
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	0	0	0	30	21	0	51
Inspection	35	45	0	0	0	80	0	0	80
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	38	53	0	0	0	91	0	0	91
Total Outlay	\$498	\$683	\$0	\$0	\$0	\$1,181	\$191	\$0	\$1,372

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)		\$423	\$581	\$0	\$0	\$0	\$1,004	\$162	\$0	\$1,166
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$423	\$581	\$0	\$0	\$0	\$1,004	\$162	\$0	\$1,166
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		75	102	0	0	0	177	29	0	206
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$498	\$683	\$0	\$0	\$0	\$1,181	\$191	\$0	\$1,372

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	9.3	35.7	74.1	74.1	74.1	9.3	74.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$9.3	\$35.7	\$74.1	\$74.1	\$74.1	\$9.3	\$74.1
Increase to Sewer User Fee:	0.2¢	0.8¢	1.5¢	1.4¢	1.4¢	0.2¢	1.4¢

LOCATION: Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Sewer Model Update	Sewer User 55% Sewer Connection 45%	Requested By: PGM Project #: 7091
Update the current County Sewer Model by including newly installed sewer lines and verifying system stability and identify deficiencies.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$30	\$30	\$30	\$30	\$30	\$150	\$150	\$30	\$330
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	69	69	69	69	69	345	61	47	453
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	4	4	4	4	4	20	20	4	44
Total Outlay	\$103	\$103	\$103	\$103	\$103	\$515	\$231	\$81	\$827

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	103	103	103	103	103	515	231	81	827
Total County Funding	\$103	\$103	\$103	\$103	\$103	\$515	\$231	\$81	\$827
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$103	\$103	\$103	\$103	\$103	\$515	\$231	\$81	\$827

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Increase to Sewer User Fee:	0.6¢	0.0¢	0.0¢	0.0¢	0.0¢	2.1¢	0.0¢

LOCATION: County-wide

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Cliffton Pump Station #4	Sewer User 100% Sewer Connection 0%	Requested By: DPW Project #: 7102
<p>Cliffton PS #4 was constructed in the early 1970's and is in need of equipment overhaul and replacement. All pumps, associated pipes, valves, controls, and MCC's will be replaced, and electrical and ventilation issues addressed. Influent flow diversion will be required; a pump-around connection will be installed. The need for a generator will be evaluated. The wet well will be evaluated and may need repair/refurbishment. Submersible pumps will be installed in the wet well and a building constructed above ground for the valves and controls.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$175	\$0	\$0	\$0	\$0	\$175	\$160	\$0	\$335
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	425	0	0	0	0	425	125	0	550
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	0	0	0	0	15	21	0	36
Inspection	43	0	0	0	0	43	13	0	56
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	43	0	0	0	0	43	13	0	56
Total Outlay	\$701	\$0	\$0	\$0	\$0	\$701	\$332	\$0	\$1,033

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)		\$701	\$0	\$0	\$0	\$0	\$701	\$332	\$0	\$1,033
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$701	\$0	\$0	\$0	\$0	\$701	\$332	\$0	\$1,033
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$701	\$0	\$0	\$0	\$0	\$701	\$332	\$0	\$1,033

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp.	Beyond
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	27.6	89.1	89.1	89.1	89.1	27.6	89.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$27.6	\$89.1	\$89.1	\$89.1	\$89.1	\$27.6	\$89.1
Increase to Sewer User Fee:	1.3¢	3.8¢	3.3¢	3.1¢	3.1¢	1.3¢	3.0¢

LOCATION: Cliffton Pump Station

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Mattawoman WWTP Berm Relocation	Sewer User Sewer Connection	0% 100%	Requested By: PGM Project #: 7094
Design and relocation of the existing WWTP perimeter berm to the edge of the property to facilitate future expansion. This will include MDE permitting and wetland mitigation.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$0	\$300
Land & ROW	330	320	0	0	0	650	216	0	866
Construction	0	313	550	0	0	863	0	550	1,413
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	18	18	0	0	36	21	18	75
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	17	17	0	0	34	31	17	82
Contingency	0	24	55	0	0	79	31	55	165
Total Outlay	\$330	\$692	\$640	\$0	\$0	\$1,662	\$599	\$640	\$2,901

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$330	\$692	\$640	\$0	\$0	\$1,662	\$599	\$640	\$2,901
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$330	\$692	\$640	\$0	\$0	\$1,662	\$599	\$640	\$2,901
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$330	\$692	\$640	\$0	\$0	\$1,662	\$599	\$640	\$2,901

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	34.2	54.8	100.6	145.4	145.4	34.2	192.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$34.2	\$54.8	\$100.6	\$145.4	\$145.4	\$34.2	\$192.6
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Hughesville Package Treatment Plant	Sewer User Sewer Connection	0% 100%	Requested By: PGM Project #: 7088
Design, construction, and land acquisition for a central sewer collection and treatment system to serve the village of Hughesville consistent with the Hughesville Village Revitalization Plan completed in 2008. The Hughesville Water and Sewer Feasibility Study was completed in December 2010.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$100	\$0	\$0	\$0	\$0	\$100	\$200	\$0	\$300
Land & ROW	150	0	0	0	0	150	450	0	600
Construction	1,500	0	0	0	0	1,500	1,500	0	3,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	136	0	0	0	0	136	91	0	227
Inspection	66	0	0	0	0	66	46	0	112
Miscellaneous	20	0	0	0	0	20	46	0	66
Contingency	160	0	0	0	0	160	150	0	310
Total Outlay	\$2,132	\$0	\$0	\$0	\$0	\$2,132	\$2,483	\$0	\$4,615

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$2,132	\$0	\$0	\$0	\$0	\$2,132	\$2,483	\$0	\$4,615
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$2,132	\$0	\$0	\$0	\$0	\$2,132	\$2,483	\$0	\$4,615
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$2,132	\$0	\$0	\$0	\$0	\$2,132	\$2,483	\$0	\$4,615

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	62.8	64.1	65.4	66.7	0.0	68.7
Total Operating	\$0.0	\$62.8	\$64.1	\$65.4	\$66.7	\$0.0	\$68.7
Debt Service: Bonds	141.9	275.1	275.1	275.1	275.1	141.9	275.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$141.9	\$337.9	\$339.2	\$340.5	\$341.8	\$141.9	\$343.8
Increase to Sewer User Fee:	0.0¢	2.7¢	2.4¢	2.3¢	2.3¢	0.0¢	2.3¢

LOCATION: Hughesville, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 100%	Requested By: PGM
Marshall Hall Road Gravity Sewer	Sewer Connection 0%	Project #: 7105
<p>Reline approximately 1,700 l.f. of existing 15" asbestos cement gravity sewer along Marshall Hall Road from Cannon Park Rd. to 700' north of Matthews Road. The existing sewer has deteriorated due to hydrogen sulfide gases.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$45	\$0	\$45
Land & ROW	0	0	0	0	0	0	15	0	15
Construction	0	750	0	0	0	750	650	0	1,400
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	41	0	0	0	41	40	0	81
Inspection	0	23	0	0	0	23	20	0	43
Miscellaneous	0	8	0	0	0	8	8	0	16
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$0	\$822	\$0	\$0	\$0	\$822	\$778	\$0	\$1,600

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)	\$0	\$822	\$0	\$0	\$0	\$822	\$778	\$0	\$1,600
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$822	\$0	\$0	\$0	\$822	\$778	\$0	\$1,600
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$822	\$0	\$0	\$0	\$822	\$778	\$0	\$1,600

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	64.7	64.7	139.4	139.4	139.4	64.7	139.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$64.7	\$64.7	\$139.4	\$139.4	\$139.4	\$64.7	\$139.4
Increase to Sewer User Fee:	3.1¢	2.8¢	5.2¢	4.9¢	4.8¢	3.1¢	4.8¢

LOCATION:
ADC MAP 8 (A1) to Map 2 (A12)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 100%	Requested By: PGM
Piney Branch Sewer Replacement (Upper Reaches)	Sewer Connection 0%	Project #: 7104
Design and construction of new gravity sewer to replace approximately 2,500 l.f. of existing 36" gravity from outfall of the existing force main at JP Morgan Court to US301. The existing sewer is deteriorated due to hydrogen sulfide gases.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$150	\$0	\$150
Land & ROW	0	0	0	0	0	0	90	0	90
Construction	0	400	0	0	0	400	1,113	0	1,513
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	23	0	0	0	23	38	0	61
Inspection	0	12	0	0	0	12	16	0	28
Miscellaneous	0	4	0	0	0	4	7	0	11
Contingency	0	40	0	0	0	40	60	0	100
Total Outlay	\$0	\$479	\$0	\$0	\$0	\$479	\$1,474	\$0	\$1,953

FINANCING SOURCES									
Bonds (15 Year)	\$0	\$479	\$0	\$0	\$0	\$479	\$1,474	\$0	\$1,953
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$479	\$0	\$0	\$0	\$479	\$1,474	\$0	\$1,953
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$479	\$0	\$0	\$0	\$479	\$1,474	\$0	\$1,953

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	122.6	122.6	166.1	166.1	166.1	122.6	166.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$122.6	\$122.6	\$166.1	\$166.1	\$166.1	\$122.6	\$166.1
Increase to Sewer User Fee:	5.9¢	5.3¢	6.2¢	5.8¢	5.8¢	5.9¢	5.7¢

LOCATION:
ADC MAP 10(E4-D3)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 50%	Requested By: PGM
MD. Route 5 Pump Station Forcemain	Sewer Connection 50%	Project #: 7106
Design and construct approximately 4,000 l.f. of 10" force main to convert flows from the MD Route 5 Pump Station to the St. Marks Pump Station. When completed, this forcemain will relieve capacity in the Zekiah Pump Station.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$58	\$0	\$0	\$0	\$58	\$170	\$0	\$228
Land & ROW	0	80	0	0	0	80	60	0	140
Construction	0	0	580	0	0	580	750	0	1,330
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	15	49	0	0	64	33	0	97
Inspection	0	9	25	0	0	34	14	0	48
Miscellaneous	0	15	5	0	0	20	6	0	26
Contingency	0	0	58	0	0	58	50	0	108
Total Outlay	\$0	\$177	\$717	\$0	\$0	\$894	\$1,083	\$0	\$1,977

FINANCING SOURCES									
Bonds (30 Year)	\$0	\$177	\$717	\$0	\$0	\$894	\$1,083	\$0	\$1,977
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$177	\$717	\$0	\$0	\$894	\$1,083	\$0	\$1,977
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$177	\$717	\$0	\$0	\$894	\$1,083	\$0	\$1,977

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	61.9	61.9	73.6	123.7	123.7	61.9	123.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$61.9	\$61.9	\$73.6	\$123.7	\$123.7	\$61.9	\$123.7
Increase to Sewer User Fee:	1.5¢	1.3¢	1.4¢	2.2¢	2.1¢	1.5¢	2.1¢

LOCATION:
ADC MAP 10(K4-H5)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Zekiah Pump Station Upgrade	Sewer User 23% Sewer Connection 77%	Requested By: PGM Project #: 7107
<p>Design and construct to expand the capacity of the Zekiah Pumping Station from approximately 3.0 MGD to 10.5 MGD. The developer of Adams Crossing previously expanded the Zekiah Pump Station from 1 MGD to approximately 3.0 MGD. To accomplish this expansion, the existing pump station will be fully replaced.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$200
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	500	500	500	500	0	2,000	0	0	2,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	28	28	28	28	0	112	13	0	125
Inspection	15	15	15	15	0	60	6	0	66
Miscellaneous	5	5	5	5	0	20	2	0	22
Contingency	50	50	50	50	0	200	0	0	200
Total Outlay	\$598	\$598	\$598	\$598	\$0	\$2,392	\$221	\$0	\$2,613

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$598	\$598	\$598	\$598	\$0	\$2,392	\$221	\$0	\$2,613
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$598	\$598	\$598	\$598	\$0	\$2,392	\$221	\$0	\$2,613
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$598	\$598	\$598	\$598	\$0	\$2,392	\$221	\$0	\$2,613

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	12.6	50.0	89.6	131.4	175.5	12.6	175.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$12.6	\$50.0	\$89.6	\$131.4	\$175.5	\$12.6	\$175.5
Increase to Sewer User Fee:	0.1¢	0.5¢	0.8¢	1.1¢	1.4¢	0.1¢	1.4¢

LOCATION:
ADC MAP 10(H2)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 50%	Requested By: PGM
Zekiah Pump Station Forcemain	Sewer Connection 50%	Project #: 7108
<p>Design and construct approximately 7,000 l.f. of 18" force main from Zekiah Pump Station. This project is necessary to accommodate the increased flows generated when the Zekiah Pump Station is upgraded to 10.5 MGD. The new forcemain will run from the existing Zekiah Pump Station along Acton Lane to the intersection of Acton Lane and U.S. Route 301.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$110	\$0	\$110
Land & ROW	100	0	0	0	0	100	100	0	200
Construction	500	500	1,000	0	0	2,000	0	0	2,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	33	28	53	0	0	114	14	0	128
Inspection	18	15	30	0	0	63	6	0	69
Miscellaneous	5	5	10	0	0	20	2	0	22
Contingency	50	50	50	0	0	150	0	0	150
Total Outlay	\$706	\$598	\$1,143	\$0	\$0	\$2,447	\$232	\$0	\$2,679

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)		\$706	\$598	\$1,143	\$0	\$0	\$2,447	\$232	\$0	\$2,679
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$706	\$598	\$1,143	\$0	\$0	\$2,447	\$232	\$0	\$2,679
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$706	\$598	\$1,143	\$0	\$0	\$2,447	\$232	\$0	\$2,679

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp.	Beyond
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	13.3	57.4	96.9	176.9	176.9	13.3	176.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$13.3	\$57.4	\$96.9	\$176.9	\$176.9	\$13.3	\$176.9
Increase to Sewer User Fee:	0.3c	1.2c	1.8c	3.1c	3.1c	0.3c	3.0c

LOCATION:
ADC MAP 10(H2)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 50%	Requested By: PGM
Zekiah Interceptor Sewer Upgrades	Sewer Connection 50%	Project #: 7109
Design and construct approximately 6,500 l.f. of 36" Gravity sewer to provide additional capacity in the sewer system to serve the future development of the Zekiah service area.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$360	\$0	\$360
Land & ROW	20	20	20	20	0	80	20	0	100
Construction	650	650	650	650	0	2,600	0	0	2,600
Equipment	0	0	0	0	0	0	0	0	0
Administration	37	37	37	37	0	148	22	0	170
Inspection	20	20	20	20	0	80	11	0	91
Miscellaneous	7	7	7	7	0	28	4	0	32
Contingency	65	65	65	65	0	260	0	0	260
Total Outlay	\$799	\$799	\$799	\$799	\$0	\$3,196	\$417	\$0	\$3,613

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)		\$799	\$799	\$799	\$799	\$0	\$3,196	\$417	\$0	\$3,613
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$799	\$799	\$799	\$799	\$0	\$3,196	\$417	\$0	\$3,613
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$799	\$799	\$799	\$799	\$0	\$3,196	\$417	\$0	\$3,613

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	23.8	73.7	126.6	182.5	241.5	23.8	241.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$23.8	\$73.7	\$126.6	\$182.5	\$241.5	\$23.8	\$241.5
Increase to Sewer User Fee:	0.6¢	1.6¢	2.4¢	3.2¢	4.2¢	0.6¢	4.1¢

LOCATION:
ADC MAP 4(D10 to G12)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Cliffton WWTP Improvements	Sewer User 100% Sewer Connection 0%	Requested By: DPW Project #: 7123
Cliffton WWTP was constructed in the 1970's and is in need of equipment overhaul and replacement to improve treatment reliability and operability. Project includes complete evaluation of treatment plant and implementation of recommended improvements.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$225	\$275	\$325	\$0	\$0	\$825	\$0	\$0	\$825
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	575	1,675	0	0	2,250	0	0	2,250
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	15	0	0	45	0	0	45
Inspection	0	58	168	0	0	226	0	0	226
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	58	168	0	0	226	0	0	226
Total Outlay	\$240	\$981	\$2,351	\$0	\$0	\$3,572	\$0	\$0	\$3,572

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)		\$240	\$981	\$2,351	\$0	\$0	\$3,572	\$0	\$0	\$3,572
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$240	\$981	\$2,351	\$0	\$0	\$3,572	\$0	\$0	\$3,572
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$240	\$981	\$2,351	\$0	\$0	\$3,572	\$0	\$0	\$3,572

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	21.1	110.2	331.3	331.3	0.0	331.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$21.1	\$110.2	\$331.3	\$331.3	\$0.0	\$331.3
Increase to Sewer User Fee:	0.0¢	0.9¢	4.1¢	11.6¢	11.5¢	11.3¢	

LOCATION:
Cliffton, MD

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Mt. Carmel Woods/College of Southern Maryland (CSM) Pump Stations & Forcemains Phase 3	Sewer User 75% Sewer Connection 25%	Requested By: PGM Project #: 7058
<p>To provide sewer to meet the schedule for the proposed National Guard Amory site, the Mt. Carmel/CSM Pump Station and Forcemain project will be constructed in two phases. As a result of this phasing, design parameters were changed resulting in an increase in construction costs. Preliminary investigations resulted in the recommendation of a gravity sewer in lieu of the previously proposed force main along Bumpy Oak Rd. to tie into the Mattawoman Interceptor Sewer near the Indian Head Rail Trail. This new alignment also increases land acquisition costs significantly.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$60	\$0	\$0	\$0	\$0	\$60	\$236	\$0	\$296
Land & ROW	1,500	1,500	0	0	0	3,000	41	0	3,041
Construction	1,700	1,700	0	0	0	3,400	5,887	0	9,287
Equipment	0	0	0	0	0	0	0	0	0
Administration	138	133	0	0	0	271	170	0	441
Inspection	66	67	0	0	0	133	414	0	547
Miscellaneous	15	5	0	0	0	20	67	0	87
Contingency	170	170	0	0	0	340	551	0	891
Total Outlay	\$3,649	\$3,575	\$0	\$0	\$0	\$7,224	\$7,366	\$0	\$14,590

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)		\$3,649	\$3,575	\$0	\$0	\$0	\$7,224	\$6,788	\$0	\$14,012
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	32	0	32
Total County Funding		\$3,649	\$3,575	\$0	\$0	\$0	\$7,224	\$6,820	\$0	\$14,044
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	546	0	546
Other: WSSC @ 15%		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$3,649	\$3,575	\$0	\$0	\$0	\$7,224	\$7,366	\$0	\$14,590

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	387.8	615.8	852.3	852.3	852.3	387.8	852.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$387.8	\$615.8	\$852.3	\$852.3	\$852.3	\$387.8	\$852.3
Increase to Sewer User Fee:	13.9¢	19.9¢	24.0¢	22.4¢	22.1¢	15.1¢	21.8¢

LOCATION: Mt. Carmel Woods/College of Southern Maryland (CSM)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: PGM
Old Washington Road Sewer	Sewer Connection 45%	Project #: 7115
<p>As part of the Waldorf Urban Redevelopment Study, recommendations were made to replace sewer lines to provide for future development. The existing sewer system has aged and is unreliable to facilitate the proposed growth. This project will design and construct approx. 5,800 l.f. of new sewer line from along Old Washington Road from Md. Route 5 to Acton Lane based on a study performed in 2013.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$73	\$0	\$0	\$0	\$0	\$73	\$87	\$0	\$160
Land & ROW	110	0	0	0	0	110	100	0	210
Construction	1,600	0	0	0	0	1,600	0	0	1,600
Equipment	0	0	0	0	0	0	0	0	0
Administration	140	0	0	0	0	140	11	0	151
Inspection	70	0	0	0	0	70	0	0	70
Miscellaneous	20	0	0	0	0	20	5	0	25
Contingency	160	0	0	0	0	160	0	0	160
Total Outlay	\$2,173	\$0	\$0	\$0	\$0	\$2,173	\$203	\$0	\$2,376

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)		\$2,173	\$0	\$0	\$0	\$0	\$2,173	\$203	\$0	\$2,376
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$2,173	\$0	\$0	\$0	\$0	\$2,173	\$203	\$0	\$2,376
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$2,173	\$0	\$0	\$0	\$0	\$2,173	\$203	\$0	\$2,376

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	11.6	147.4	147.4	147.4	147.4	11.6	147.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$11.6	\$147.4	\$147.4	\$147.4	\$147.4	\$11.6	\$147.4
Increase to Sewer User Fee:	0.3¢	3.5¢	3.0¢	2.8¢	2.8¢	0.3¢	2.8¢

LOCATION:
Old Washington Road to Acton Lane

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: DPW
MWWTP Belt Filter Press Replacement	Sewer Connection 45%	Project #: 7116
Belt Filter Presses #1 through #3 of the sludge process at MWWTP are aged and in need of rehabilitation. Work includes mechanical, electrical, and structural repairs/replacements.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$40	\$80	\$0	\$0	\$0	\$120	\$215	\$0	\$335
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	800	1,600	0	0	0	2,400	0	0	2,400
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	0	0	0	30	15	0	45
Inspection	40	80	0	0	0	120	0	0	120
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	80	160	0	0	0	240	0	0	240
Total Outlay	\$975	\$1,935	\$0	\$0	\$0	\$2,910	\$230	\$0	\$3,140

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)	\$829	\$1,645	\$0	\$0	\$0	\$2,474	\$195	\$0	\$2,669	
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	
Operating Transfer	0	0	0	0	0	0	0	0	0	
Total County Funding	\$829	\$1,645	\$0	\$0	\$0	\$2,474	\$195	\$0	\$2,669	
Federal	0	0	0	0	0	0	0	0	0	
State	0	0	0	0	0	0	0	0	0	
Other: WSSC @ 15%	146	290	0	0	0	436	35	0	471	
Other:	0	0	0	0	0	0	0	0	0	
Total Funding	\$975	\$1,935	\$0	\$0	\$0	\$2,910	\$230	\$0	\$3,140	

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	11.1	62.9	171.8	171.8	171.8	11.1	171.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$11.1	\$62.9	\$171.8	\$171.8	\$171.8	\$11.1	\$171.8
Increase to Sewer User Fee:	0.3c	1.5c	3.5c	3.3c	3.3c	0.3c	3.2c

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: DPW
MWWTP Primary Clarifiers #1-4 Demolition	Sewer Connection 45%	Project #:
Existing Primary Clarifiers #1-4 at MWWTP are original to the plant. Flows at MWWTP have exceeded the capabilities of these units leaving them inoperative. Work includes proper demolition of these structures.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$175	\$175	\$0	\$145	\$320
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	1,450	1,450
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	15	15	0	15	30
Inspection	0	0	0	0	0	0	0	145	145
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	145	145
Total Outlay	\$0	\$0	\$0	\$0	\$190	\$190	\$0	\$1,900	\$2,090

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)		\$0	\$0	\$0	\$0	\$161	\$161	\$0	\$1,615	\$1,776
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$0	\$0	\$0	\$0	\$161	\$161	\$0	\$1,615	\$1,776
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		0	0	0	0	29	29	0	285	314
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$0	\$0	\$0	\$0	\$190	\$190	\$0	\$1,900	\$2,090

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	119.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$119.2
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	2.2¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: White Plains Failing Septics	Sewer User Sewer Connection	0% 100%	Requested By: PGM Project #: 7080
<p>The septic systems for the existing residences on Gateway Blvd. and Park Ave. are failing. Several alternatives to provide a central collection and conveyance systems have been explored. The final design is underway that will provide a gravity sewer system to direct flows to the Demarr Road pumping station. This will also facilitate a future project that will provide some relief in the Dorchester pumping station.</p>			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$30	\$0	\$0	\$0	\$0	\$30	\$185	\$0	\$215
Land & ROW	113	0	0	0	0	113	82	0	195
Construction	0	0	0	0	0	0	1,200	0	1,200
Equipment	0	0	0	0	0	0	0	0	0
Administration	90	0	0	0	0	90	63	0	153
Inspection	0	0	0	0	0	0	124	0	124
Miscellaneous	15	0	0	0	0	15	64	0	79
Contingency	0	0	0	0	0	0	99	0	99
Total Outlay	\$248	\$0	\$0	\$0	\$0	\$248	\$1,816	\$0	\$2,064

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
Bonds (30 Year)	\$248	\$0	\$0	\$0	\$0	\$0	\$248	\$1,816	\$0	\$2,064
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0	0
Total County Funding	\$248	\$0	\$0	\$0	\$0	\$0	\$248	\$1,816	\$0	\$2,064
Federal	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0	0
Total Funding	\$248	\$0	\$0	\$0	\$0	\$0	\$248	\$1,816	\$0	\$2,064

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	103.7	119.2	119.2	119.2	119.2	103.7	119.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$103.7	\$119.2	\$119.2	\$119.2	\$119.2	\$103.7	\$119.2
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION: ADC MAP 10 (A7) to Map 9 (K7)

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 100%	Requested By: PGM
In-Line Sewer Equalization Study	Sewer Connection 0%	Project #: 7124
Conduct a study to analyze the existing Mattawoman, Bryans Road, Piney Branch Interceptor Sewer network to determine the feasibility of installing automated flow controls and/or off line temporary storage during peak sewer flows due to wet weather I&I so that the WWTP can intake the flows at a controlled rate. This could minimize the need for a large scale equalization basin within the WWTP Facility. This study will incorporate the data gathered from the Mattawoman I&I Study and other capacity studies performed in the past.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$210	\$0	\$0	\$0	\$0	\$210	\$0	\$0	\$210
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,000	1,000	0	0	2,000	0	0	2,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	21	80	87	0	0	188	0	0	188
Inspection	0	38	41	0	0	79	0	0	79
Miscellaneous	15	5	5	0	0	25	0	0	25
Contingency	0	100	100	0	0	200	0	0	200
Total Outlay	\$246	\$1,223	\$1,233	\$0	\$0	\$2,702	\$0	\$0	\$2,702

FINANCING SOURCES		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
							Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (15 Year)		\$209	\$1,040	\$1,048	\$0	\$0	\$2,297	\$0	\$0	\$2,297
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0
Total County Funding		\$209	\$1,040	\$1,048	\$0	\$0	\$2,297	\$0	\$0	\$2,297
Federal		0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		37	183	185	0	0	405	0	0	405
Other:		0	0	0	0	0	0	0	0	0
Total Funding		\$246	\$1,223	\$1,233	\$0	\$0	\$2,702	\$0	\$0	\$2,702

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	18.3	112.9	211.5	211.5	0.0	211.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$18.3	\$112.9	\$211.5	\$211.5	\$0.0	\$211.5
Increase to Sewer User Fee:	0.0c	0.8c	4.2c	7.4c	7.3c	0.0c	7.2c

LOCATION:

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Hughesville Sewer System	Sewer User Sewer Connection	0% 100%	Requested By: PGM Project #:
Design and construct a centralized sewer collection system for the Hughesville Village core. This project includes approximately 12,700 l.f. of 10" gravity sewer but does not include treatment facilities.			

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$350	\$0	\$0	\$350	\$0	\$0	\$350
Land & ROW	0	0	380	0	0	380	0	0	380
Construction	0	0	0	1,750	1,750	3,500	0	0	3,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	60	136	136	332	0	0	332
Inspection	0	0	0	73	73	146	0	0	146
Miscellaneous	0	0	15	5	5	25	0	0	25
Contingency	0	0	37	175	175	387	0	0	387
Total Outlay	\$0	\$0	\$842	\$2,139	\$2,139	\$5,120	\$0	\$0	\$5,120

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$0	\$0	\$716	\$1,818	\$1,818	\$4,352	\$0	\$0	\$4,352
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$0	\$716	\$1,818	\$1,818	\$4,352	\$0	\$0	\$4,352
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	126	321	321	768	0	0	768
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$0	\$842	\$2,139	\$2,139	\$5,120	\$0	\$0	\$5,120

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	50.1	184.3	0.0	184.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$50.1	\$184.3	\$0.0	\$184.3
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:
Hughesville

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 0%	Requested By: PGM
Southwinds Pump Station Outfall Gravity Sewer	Sewer Connection 100%	Project #: 7125
Redirect the Southwinds Pump Station sewer flows to the White Plains Failing Septic gravity system which flows to the Demar Pump Station. This project will remove flow from the Dorchester Pump Station and sewer outfall.		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$40	\$0	\$0	\$0	\$0	\$40	\$0	\$0	\$40
Land & ROW	40	0	0	0	0	40	0	0	40
Construction	0	400	0	0	0	400	0	0	400
Equipment	0	0	0	0	0	0	0	0	0
Administration	11	35	0	0	0	46	0	0	46
Inspection	0	18	0	0	0	18	0	0	18
Miscellaneous	15	5	0	0	0	20	0	0	20
Contingency	0	40	0	0	0	40	0	0	40
Total Outlay	\$106	\$498	\$0	\$0	\$0	\$604	\$0	\$0	\$604

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$106	\$498	\$0	\$0	\$0	\$604	\$0	\$0	\$604
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$106	\$498	\$0	\$0	\$0	\$604	\$0	\$0	\$604
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$106	\$498	\$0	\$0	\$0	\$604	\$0	\$0	\$604

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	6.6	39.6	39.6	39.6	0.0	39.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$6.6	\$39.6	\$39.6	\$39.6	\$0.0	\$39.6
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢	0.0¢

LOCATION:
Southwinds Pump Station

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Sewer User 55%	Requested By: DPW
MWWTP Effluent PS Forcemain Improvements	Sewer Connection 45%	Project #: 7117
<p>The existing isolation valve and flowmeter on the 48-inch diameter section of the effluent forcemain needs replacement. Project replacement of valve and flowmeter in addition to the construction of valving and piping to provide pump-around capabilities at the pump station.</p>		

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$250	\$0	\$250
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,125	0	0	0	0	1,125	1,475	0	2,600
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	0	0	0	0	15	15	0	30
Inspection	0	0	0	0	0	0	150	0	150
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	113	0	0	0	0	113	150	0	263
Total Outlay	\$1,253	\$0	\$0	\$0	\$0	\$1,253	\$2,040	\$0	\$3,293

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year Total		Approp. thru FY15		Beyond FY 2020		Project Total	
Bonds (30 Year)		\$1,065	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,065	\$1,734	\$0	\$2,799				
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total County Funding		\$1,065	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,065	\$1,734	\$0	\$2,799				
Federal		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%		188	0	0	0	0	0	0	0	0	0	188	306	0	494				
Other:		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Funding		\$1,253	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,253	\$2,040	\$0	\$3,293				

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	99.1	165.6	165.6	165.6	165.6	99.1	165.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$99.1	\$165.6	\$165.6	\$165.6	\$165.6	\$99.1	\$165.6
Increase to Sewer User Fee:	2.6¢	3.9¢	3.4¢	3.2¢	3.2¢	2.6¢	3.1¢

LOCATION:
Mattawoman WWTP

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

LANDFILL SUMMARY

Local governments have the duty to provide for the disposal of solid waste (trash) generated within its borders. Charles County plans for this function by establishing cash reserves collected from user fee revenue and dedicates the reserves for the next landfill cell. The current facility is composed of four cells over a 114 acre site.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$510	\$0	\$0	\$0	\$510	\$345	\$0	\$855
Land & ROW	475	495	0	0	0	970	0	0	970
Construction	2,500	0	835	855	0	4,190	0	0	4,190
Equipment	0	400	0	0	0	400	0	0	400
Administration	150	42	46	47	0	285	35	0	320
Inspection	113	54	45	46	0	258	0	0	258
Miscellaneous	10	10	8	9	0	37	10	0	47
Contingency	297	118	84	86	0	585	0	0	585
Total Outlay	\$3,545	\$1,629	\$1,018	\$1,043	\$0	\$7,235	\$390	\$0	\$7,625

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$3,545	\$1,629	\$1,018	\$1,043	\$0	\$7,235	\$390	\$0	\$7,625
Capital Budget Reserve	0	0	0	0	0	0	0	0	0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$3,545	\$1,629	\$1,018	\$1,043	\$0	\$7,235	\$390	\$0	\$7,625
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$3,545	\$1,629	\$1,018	\$1,043	\$0	\$7,235	\$390	\$0	\$7,625

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
No. of Personnel	0.00	0.00	0.00	(0.50)	(0.50)
Personnel Costs	0.0	0.0	0.0	(29.1)	(30.3)
Operating	0.0	31.2	31.8	24.3	24.7
Total	\$0.0	\$31.2	\$31.8	(\$4.8)	(\$5.6)
Debt Service: Bonds	32.4	343.5	508.4	572.0	641.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$32.4	\$374.7	\$540.2	\$567.2	\$635.5

Approp. thru FY15	Beyond FY 2020
0.00	(0.50)
0.0	(32.0)
0.0	25.5
\$0.0	(\$6.5)
32.4	665.9
0.0	0.0
\$32.4	\$617.4

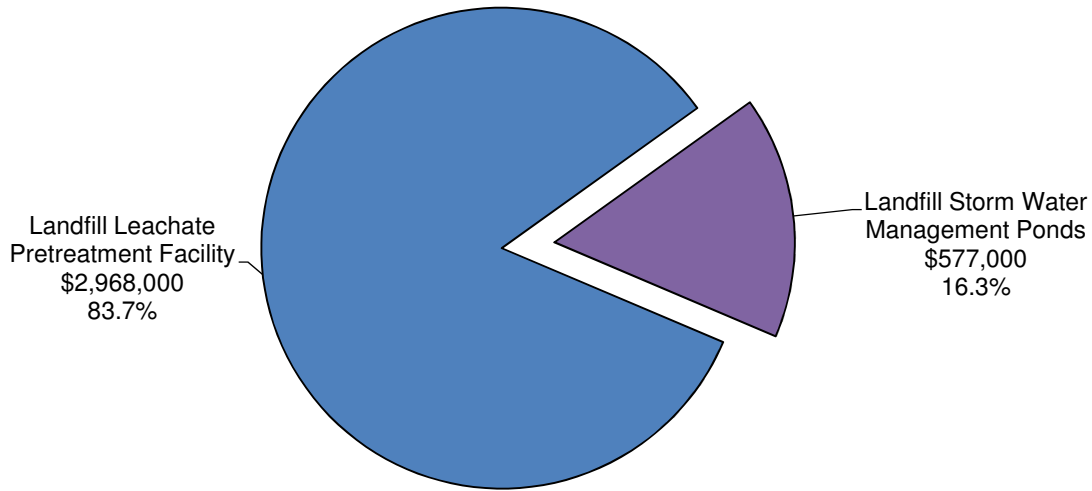
Projects with Future Operating Impacts:

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Leachate Pretreatment Facility	\$0.0	\$31.2	\$31.8	\$32.5	\$33.1
Leachate Conveyance System	0.0	0.0	0.0	(37.3)	(38.7)
Total	\$0.0	\$31.2	\$31.8	(\$4.8)	(\$5.6)

Beyond FY 2020
\$34.1
(40.6)
(\$6.5)

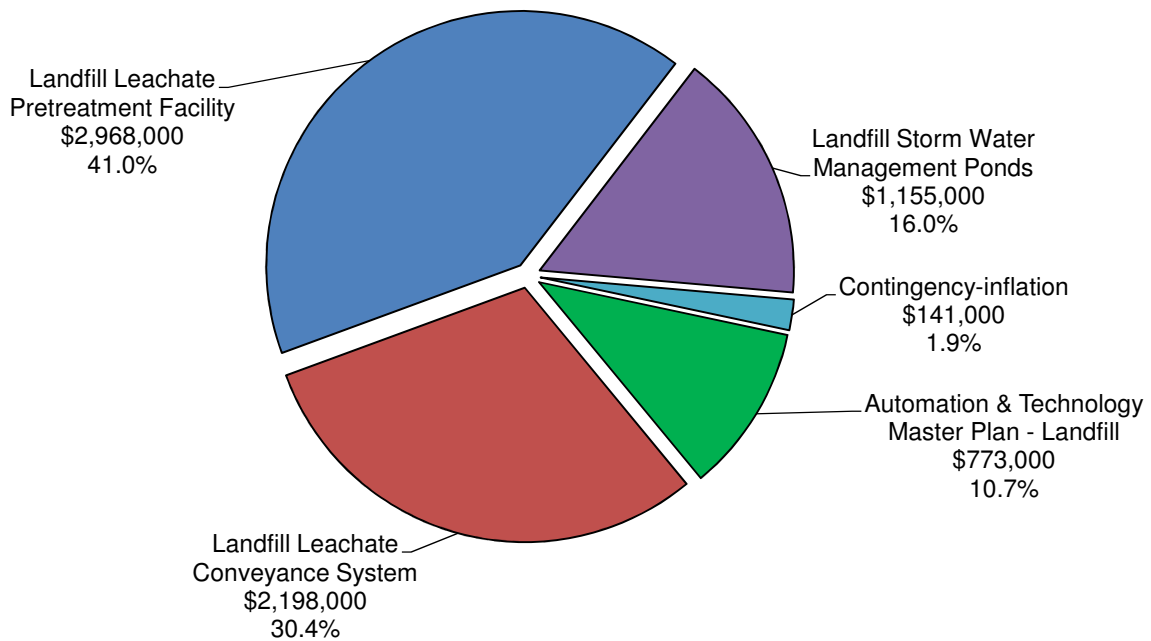
FTE
0.00
(0.50)
(0.50)

FY16 Landfill Fund by Project
Total \$3,545,000



The Landfill Projects are funded by Bonds which are paid for by the Landfill Tipping Fee. The FY 16 Fee is \$70 per ton.

FY16-FY20 Landfill Fund by Project
Total \$7,235,000



Projects will improve efficiency at the Landfill and are needed to meet environmental regulations.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Automation & Technology Master Plan - Landfill

Requested By: DPW

Project #:

This project request is the result of a study by Westin Engineering to determine the Information Technology needs of the Department of Public Works in order to bring it into the 21st century. The project will include emphasis on asset management, data management, work management, and performance management. The ultimate goal of this project is to allow the department to accomplish its functions even in periods of growth without adding field staff and to make more efficient use of the resources currently available. The project has been broken down into phases by division and functions, this project represent Phase IV – Landfill only.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$300	\$0	\$0	\$0	\$300	\$0	\$0	\$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	400	0	0	0	400	0	0	400
Administration	0	3	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	70	0	0	0	70	0	0	70
Total Outlay	\$0	\$773	\$0	\$0	\$0	\$773	\$0	\$0	\$773

FINANCING SOURCES									
Bonds (10 Year)	\$0	\$773	\$0	\$0	\$0	\$773	\$0	\$0	\$773
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$773	\$0	\$0	\$0	\$773	\$0	\$0	\$773
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$773	\$0	\$0	\$0	\$773	\$0	\$0	\$773

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	96.0	96.0	96.0	0.0	96.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$96.0	\$96.0	\$96.0	\$0.0	\$96.0

Increase to Annual Tipping fee:	\$0.00	\$0.00	\$1.31	\$1.30	\$1.30	\$0.00	\$1.28
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LOCATION:

Charles County Landfill

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:	Requested By: PGM
Landfill Leachate Conveyance System	Project #:
<p>An analysis of the most effective means to dispose of the leachate from the landfill showed that a pump station to transmit the flow to the existing gravity sewer will decrease the operating costs by minimizing hauling of the leachate except for periods of high flows. This project is for the design and construction of a leachate conveyance system based on a study performed in 2013.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$210	\$0	\$0	\$0	\$210	\$0	\$0	\$210
Land & ROW	0	20	0	0	0	20	0	0	20
Construction	0	0	788	787	0	1,575	0	0	1,575
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	14	44	43	0	101	0	0	101
Inspection	0	29	42	42	0	113	0	0	113
Miscellaneous	0	5	8	8	0	21	0	0	21
Contingency	0	0	79	79	0	158	0	0	158
Total Outlay	\$0	\$278	\$961	\$959	\$0	\$2,198	\$0	\$0	\$2,198

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$0	\$278	\$961	\$959	\$0	\$2,198	\$0	\$0	\$2,198
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$0	\$278	\$961	\$959	\$0	\$2,198	\$0	\$0	\$2,198
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$0	\$278	\$961	\$959	\$0	\$2,198	\$0	\$0	\$2,198

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	(0.50)	(0.50)	0.00	(0.50)
Personnel Costs	0.0	0.0	0.0	(29.1)	(30.3)	0.0	(32.0)
Operating	0.0	0.0	0.0	(8.2)	(8.4)	0.0	(8.6)
Total	\$0.0	\$0.0	\$0.0	(\$37.3)	(\$38.7)	\$0.0	(\$40.6)
Debt Service: Bonds	0.0	0.0	16.4	76.4	139.9	0.0	131.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$16.4	\$39.1	\$101.2	\$0.0	\$91.3
Increase to Annual Tipping fee:	\$0.00	\$0.00	\$0.22	\$0.53	\$1.36	\$0.00	\$1.22

LOCATION:
Charles County Landfill

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Landfill Leachate Pretreatment Facility	Requested By: PGM Project #: 8041
<p>Upon completion of the Cells 2B/3B the expected leachate volume will exceed the current County ordinance requirements for industrial waste pretreatment. A pretreatment facility will be required to be constructed at the landfill to address the quality of effluent to be discharged to the County waste water system. This project will be for the design and construction of the pretreatment facility based on a study performed in 2013.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$250	\$0	\$250
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	2,500	0	0	0	0	2,500	0	0	2,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	125	0	0	0	0	125	25	0	150
Inspection	88	0	0	0	0	88	0	0	88
Miscellaneous	5	0	0	0	0	5	5	0	10
Contingency	250	0	0	0	0	250	0	0	250
Total Outlay	\$2,968	\$0	\$0	\$0	\$0	\$2,968	\$280	\$0	\$3,248

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year	
												Total '16-'20	Approp. thru FY15
Bonds (15 Year)		\$2,968	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,968	\$280
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0	0	0	0
Total County Funding		\$2,968	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,968	\$280
Federal		0	0	0	0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0	0	0	0
Total Funding		\$2,968	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,968	\$280

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	31.2	31.8	32.5	33.1	0.0	34.1
Total	\$0.0	\$31.2	\$31.8	\$32.5	\$33.1	\$0.0	\$34.1
Debt Service: Bonds	23.3	283.7	283.7	283.7	283.7	23.3	283.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$23.3	\$314.9	\$315.5	\$316.2	\$316.8	\$23.3	\$317.8
Increase to Annual Tipping fee:	\$0.33	\$4.36	\$4.31	\$4.27	\$4.27	\$0.34	\$4.23

LOCATION: Charles County Landfill

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME: Landfill Storm Water Management Ponds	Requested By: PGM Project #: 8042
<p>Sediment basins were constructed to handle storm water run-off during initial construction of the landfill in 1990's. The basins were to be used in this capacity for no more than 3 years and then converted to storm water management ponds in accordance with MD-378 pond criteria. Charles County Stormwater Conservation District and the Maryland Department of the Environment's Dam Safety Division require that the ponds now be brought up to MD 378 criteria. This project is for the design and construction of the permanent storm water management ponds.</p>	

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$95	\$0	\$95
Land & ROW	475	475	0	0	0	950	0	0	950
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	25	25	0	0	0	50	10	0	60
Inspection	25	25	0	0	0	50	0	0	50
Miscellaneous	5	5	0	0	0	10	5	0	15
Contingency	47	48	0	0	0	95	0	0	95
Total Outlay	\$577	\$578	\$0	\$0	\$0	\$1,155	\$110	\$0	\$1,265

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$577	\$578	\$0	\$0	\$0	\$1,155	\$110	\$0	\$1,265
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$577	\$578	\$0	\$0	\$0	\$1,155	\$110	\$0	\$1,265
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$577	\$578	\$0	\$0	\$0	\$1,155	\$110	\$0	\$1,265

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	9.1	59.8	112.3	112.3	112.3	9.1	112.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$9.1	\$59.8	\$112.3	\$112.3	\$112.3	\$9.1	\$112.3

Increase to Annual Tipping fee:	\$0.13	\$0.83	\$1.53	\$1.52	\$1.52	\$0.13	\$1.50
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LOCATION: Charles County Landfill

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

ENVIRONMENTAL SERVICE FUND SUMMARY

PROJECT NAME:
Pisgah Flare Station

Requested By: DPW
Project #: 8054

Pisgah Flare Station Replacement - The existing units are 20+ years old and operate non-stop every day. Their useful life has been reached and require replacement to remain compliant with federal and state permits for methane destruction.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year	Approp. thru FY15	Beyond FY 2020	Project Total
						Total '16-'20			
Architectural & Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	75	0	0	0	0	75	0	0	75
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	0	0	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$78	\$0	\$0	\$0	\$0	\$78	\$0	\$0	\$78

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	6.8	6.8	6.8	6.8	0.0	0.0	7.6	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$6.8	\$6.8	\$6.8	\$6.8	\$0.0	\$0.0	\$7.6	\$0.0

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

WATERSHED PROTECTION & RESTORATION FUND SUMMARY

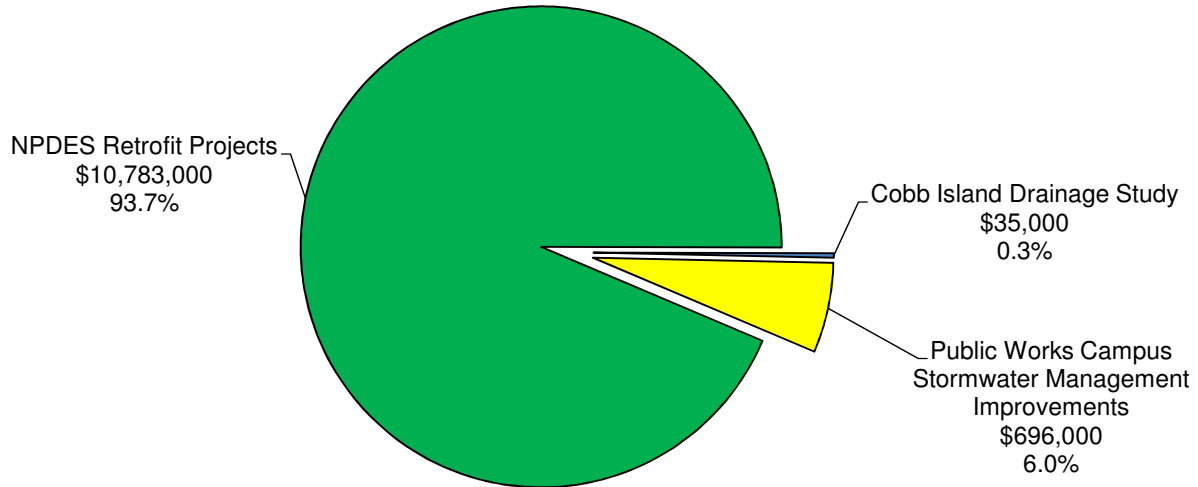
Charles County continues design, permitting, and construction of stormwater facilities to manage the quantity and quality of stormwater runoff from unmanaged impervious surface. Cost associated with this program are part of the Watershed Protection and Restoration Enterprise Fund and paid for with the stormwater remediation fee.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$845	\$820	\$816	\$837	\$862	\$4,180	\$320	\$232	\$4,732
Land & ROW	583	583	795	815	839	3,615	2,179	869	6,663
Construction	8,217	8,217	8,162	8,366	8,617	41,579	7,439	2,891	51,909
Administration	581	576	551	573	596	2,877	442	200	3,519
Inspection	256	256	244	250	257	1,263	142	87	1,492
Miscellaneous	210	205	208	216	225	1,064	99	103	1,266
Contingency	822	822	816	837	862	4,159	898	39	5,096
Total Outlay	\$11,514	\$11,479	\$11,592	\$11,894	\$12,258	\$58,737	\$11,518	\$4,421	\$74,676

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds	\$11,479	\$11,479	\$11,592	\$11,894	\$12,258	\$58,702	\$11,458	\$4,421	\$74,581
Operating Transfer	35	0	0	0	0	35	60	0	95
Total County Funding	\$11,514	\$11,479	\$11,592	\$11,894	\$12,258	\$58,737	\$11,518	\$4,421	\$74,676
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$11,514	\$11,479	\$11,592	\$11,894	\$12,258	\$58,737	\$11,518	\$4,421	\$74,676

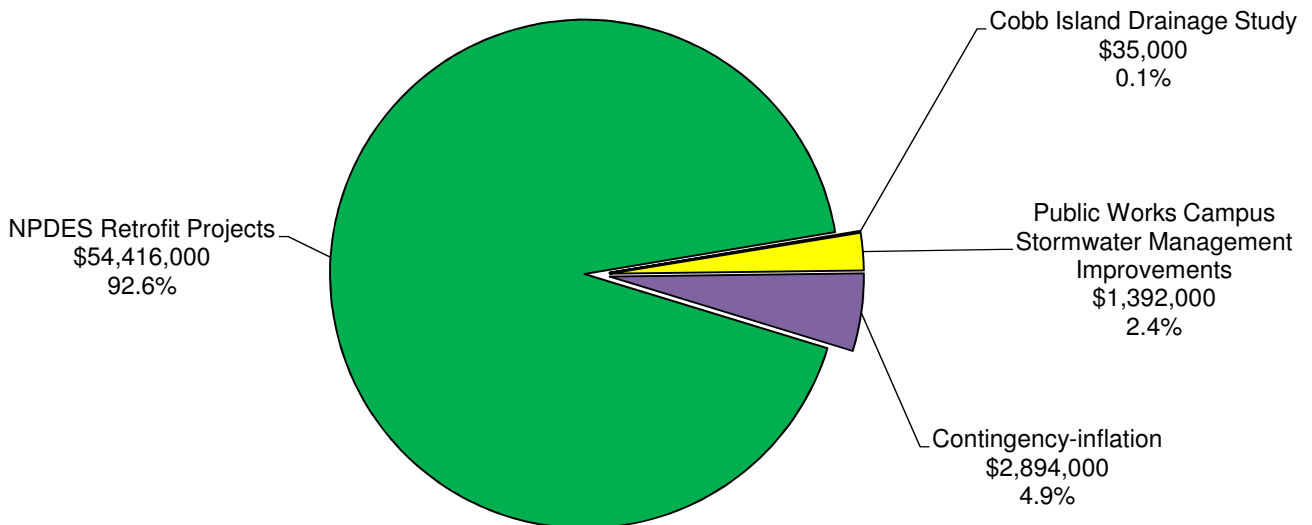
Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. thru FY15	Beyond FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	952.9	1,670.1	2,429.6	3,240.4	4,118.4	952.9	4,524.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$952.9	\$1,670.1	\$2,429.6	\$3,240.4	\$4,118.4	\$952.9	\$4,524.9
Increase to Annual ESF fee:	\$19.76	\$32.27	\$47.33	\$62.31	\$79.19	\$19.51	\$85.88

FY16 Watershed Protection and Restoration Fund by Project Total \$11,514,000



NPDES Retrofit Projects are funded by Bonds which are paid for with the Stormwater Remediation Fee. A \$35 fee is charged annually to each improved property within the County.

FY16-FY20 Watershed Protection and Restoration Fund by Project Total \$58,737,000



The County will continue to seek grant opportunities to aid in funding of Watershed Protection and Restoration projects.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

NPDES Retrofit Projects

Requested By: PGM

Project #: 8019

The project is based on the County's 2014 NPDES municipal stormwater permit requirement to assess the impervious surface, and commence and complete implementation of restoration efforts for twenty percent of the County's impervious surface that has not already been restored to the maximum extent practicable.

Ongoing and potential project areas include Pinefield, Bryans Road, Holly Tree Lane, Acton-Hamilton, Fox Run, White Plains, Stavors Road, Tanglewood, Potomac Heights, Tenth District VFD, Port Tobacco Stream Restoration, Benedict Point, Department of Public Works Campus, Charles County Plaza, Post Office Lake, Wakefield Lake, Melwood, Bensville Park, Laurel Branch, Old Washington Road, and Waldorf Commercial Corridor. Additional projects will be identified by the impervious surface assessment, and the watershed assessments and restoration plans also required by the County's 2014 NPDES municipal stormwater permit.

Restoration of untreated impervious surface can be done by new or upgraded stormwater quality facilities and practices, step pool storm conveyances, stream restoration, shoreline management, septic practices, impervious land use conversion, outfall stabilization, and routinely performed street and drainage cleaning practices, per State Guidance for NPDES Stormwater Permits, August 2014.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$770	\$770	\$770	\$770	\$770	\$3,850	\$270	\$200	\$4,320
Land & ROW	583	583	750	750	750	3,416	2,179	750	6,345
Construction	7,700	7,700	7,700	7,700	7,700	38,500	7,439	2,496	48,435
Equipment	0	0	0	0	0	0	0	0	0
Administration	530	530	530	530	530	2,650	437	172	3,259
Inspection	230	230	230	230	230	1,150	142	75	1,367
Miscellaneous	200	200	200	200	200	1,000	94	103	1,197
Contingency	770	770	770	770	770	3,850	898	34	4,782
Total Outlay	\$10,783	\$10,783	\$10,950	\$10,950	\$10,950	\$54,416	\$11,458	\$3,830	\$69,704

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)	\$10,783	\$10,783	\$10,950	\$10,950	\$10,950	\$54,416	\$11,458	\$3,830	\$69,704
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	\$10,783	\$10,783	\$10,950	\$10,950	\$10,950	\$54,416	\$11,458	\$3,830	\$69,704
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$10,783	\$10,783	\$10,950	\$10,950	\$10,950	\$54,416	\$11,458	\$3,830	\$69,704

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. & Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	952.9	1,626.6	2,340.1	3,106.0	3,914.3	952.9	4,435.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$952.9	\$1,626.6	\$2,340.1	\$3,106.0	\$3,914.3	\$952.9	\$4,435.3
Increase to Annual WPRF fee:	\$19.06	\$32.10	\$45.58	\$59.72	\$75.27	\$19.51	\$84.19

LOCATION:

Charles County Development District- see description

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Cobb Island Drainage Study

Requested By: PGM

Project #: 8043

Conduct a preliminary drainage study to identify and rank drainage problems throughout Cobb Island. Much of Cobb Island was developed prior to Charles County's adoption of engineering standards associated with drainage (pipes, culverts, ditches, open channel, etc.) improvements. The Department of Planning and Growth Management and the Department of Public Works have received various drainage complaints throughout the years and are aware of the need for drainage improvements. The preliminary drainage study will also provide conceptual improvement scenarios and provide preliminary estimates of drainage improvement costs. These preliminary estimates of drainage improvement costs will then be used to establish budgets to complete the needed improvements.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			Project Total
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	
Architectural & Engineering	\$25	\$0	\$0	\$0	\$0	\$25	\$50	\$0	\$75
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	5	0	0	0	0	5	5	0	10
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	5	0	0	0	0	5	5	0	10
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$35	\$0	\$0	\$0	\$0	\$35	\$60	\$0	\$95

FINANCING SOURCES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			Project Total
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	
Bonds (30 Year)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	35	0	0	0	0	35	60	0	95
Total County Funding	\$35	\$0	\$0	\$0	\$0	\$35	\$60	\$0	\$95
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	\$35	\$0	\$0	\$0	\$0	\$35	\$60	\$0	\$95

Operating Budget Impact	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Approp. & Beyond	
						thru FY15	FY 2020
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

Increase to Annual WPRF fee: \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00

LOCATION:

Cobb Island

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016

(\$ in thousands)

PROJECT NAME:

Public Works Campus Stormwater Management Improvements

Requested By: PGM

Project #: 8055

The County's 2014 NPDES municipal stormwater permit requires restoration for twenty percent of the County's impervious surface that has not already been restored to the maximum extent practicable. In an effort to comply with this mandate, the Department of Public Works managed a study to determine stormwater retrofits at their offices located on Radio Station Road in La Plata, MD. The study proposed numerous water quality measures to treat the complex's 29.5 impervious acres and remove 278.2 pounds of nitrogen, 82.6 pounds of phosphorus, and 13.7 tons of suspended sediment annually. The estimated construction cost of all the improvements is \$1,034,000, with an average cost per acre treated of \$35,000. The types of improvements include a wet pond retrofit, a bioretention basin, infiltration berms, a stream restoration project, and flow-through planters.

EXPENSE BUDGET	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5-Year			
						Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Architectural & Engineering	\$50	\$50	\$0	\$0	\$0	\$100	\$0	\$0	\$100
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	517	517	0	0	0	1,034	0	0	1,034
Equipment	0	0	0	0	0	0	0	0	0
Administration	46	46	0	0	0	92	0	0	92
Inspection	26	26	0	0	0	52	0	0	52
Miscellaneous	5	5	0	0	0	10	0	0	10
Contingency	52	52	0	0	0	104	0	0	104
Total Outlay	\$696	\$696	\$0	\$0	\$0	\$1,392	\$0	\$0	\$1,392

FINANCING SOURCES		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		5-Year			
												Total '16-'20	Approp. thru FY15	Beyond FY 2020	Project Total
Bonds (30 Year)		\$696	\$696	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,392	\$0	\$0	\$1,392
Fund Balance Appropriation		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfer		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total County Funding		\$696	\$696	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,392	\$0	\$0	\$1,392
Federal		0	0	0	0	0	0	0	0	0	0	0	0	0	0
State		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Funding		\$696	\$696	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,392	\$0	\$0	\$1,392

Operating Budget Impact		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020	
No. of Personnel		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds		0.0	43.5	89.5	89.5	89.5	89.5	89.5	89.5	89.5	89.5
Vehicle & Equipment Lease		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact		\$0.0	\$43.5	\$89.5	\$89.5	\$89.5	\$89.5	\$89.5	\$89.5	\$89.5	\$89.5

Approp. thru FY15		Beyond FY 2020	
0.00	0.00	0.00	0.00
0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0
\$0.0	\$0.0	\$0.0	\$0.0
0.0	89.5	0.0	89.5
0.0	0.0	0.0	0.0
\$0.0	\$89.5	\$0.0	\$89.5

Increase to Annual WPRF fee:	\$0.00	\$0.86	\$1.74	\$1.72	\$1.72	\$0.00	\$1.70
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LOCATION:

La Plata MD

FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY14 AMENDED	FY15 AMENDED	FY16 APPROVED
GOVERNMENTAL PROJECTS			
<u>BOARD OF EDUCATION:</u>			
<u>State Shared</u>			
New Elementary School #3	\$1,305	\$2,066	\$0
St. Charles High School	25,202	3,860	0
Middleton Full Day K Additions/Renovations	(9)	0	0
Jenifer E.S. Roof/RTU/Boiler Replacement	(154)	0	0
Wade Full Day K Additions/Renovations	0	(350)	
Matula Full Day K Additions/Renovations	0	50	3,481
Matthew Henson Middle School Gym HVAC	223	0	0
La Plata High School Gym HVAC	43	549	0
Benjamin Stoddert M.S. RTU/Boiler Replacement	0	335	4,545
Jenifer E.S. Full Day Kindergarten Renovation	0	350	2,711
Subtotal	\$26,609	\$6,860	\$10,737
<u>Locally Funded, 100%</u>			
Boiler & Chiller Replacement at Mitchell Elementary School	(\$410)	\$0	\$0
Various Maintenance Projects	46	600	600
Dr. Gustavus Brown E.S. RTU/Boiler Replacement	1,698	1,584	0
F.B. Gwynn Center Roof/Boiler Replacement	243	2,635	0
McDonough/Craik/Stethem Sewer Connection Fees	321	0	0
Educational Facility Survey and Assessment	325	0	0
Local Portable Classrooms - Various Schools	0	388	600
Elementary Schools - Playground Replacement Program	0	266	0
Site Improvements/Asphalt Replacement Program	0	1,326	1,461
Thomas Stone High School - Parking Lot & Site Improvement	0	2,036	0
Dr. Mudd E.S. Renovation Feasibility Study	0	201	2,100
Eva Turner E.S. - Renovation Study	0	0	251
Benjamin Stoddert M.S. Renovation & Study	0	0	301
McDonough H.S. Renovation & Study	0	0	401
Contingency - Inflation	106	367	0
Subtotal	\$2,329	\$9,403	\$5,714
TOTAL BOARD OF EDUCATION	\$28,938	\$16,263	\$16,451
<u>COLLEGE OF SOUTHERN MARYLAND:</u>			
<u>Inner Campus Program</u>			
Business Building Renovation/Addition	\$1,087	\$0	\$0
Center for Energy & Trades Training Building	9,343	2,057	300
Upgrade Telecom, PBX, Safety & Security Systems	0	1,954	5,940
Contingency - Inflation	313	122	0
TOTAL COLLEGE OF SOUTHERN MD	\$10,743	\$4,133	\$6,240

FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	<u>FY14</u> <u>AMENDED</u>	<u>FY15</u> <u>AMENDED</u>	<u>FY16</u> <u>APPROVED</u>
<u>GENERAL GOVERNMENT:</u>			
Agricultural Preservation Land Acquisition	1,177	515	503
Clark Senior Center Addition	(10)	0	0
Waldorf West Library	(151)	0	0
Various Planning Studies	176	168	141
Detention Center Intake Area	808	808	0
Digital County Mapping	(41)	0	0
Rural Legacy Program	1,511	1,521	1,509
Various Maintenance Projects	367	385	198
Port Tobacco Historic District Revitalization	475	4	0
Courthouse Renovation	101	101	0
County Government Building Electrical & Network Infrastructure System Upgrades	0	687	0
Automation & Technology Master Plan-Facilities	608	0	0
Message Board	0	0	0
Hughesville Streetscape	302	0	0
Purchase of Developments Rights Programs	100	515	0
Parking Lot Improvements	100	0	333
Engineering Plan Digitalization	53	53	0
Benedict Waterfront Village Revitalization	60	0	145
Zekiah Fort Preservation	909	0	0
Waldorf Senior Center	550	(117)	0
Zoning Update (2012 Comprehensive Plan)	319	(22)	0
Lighting Retrofits	106	106	0
Sheriff's Office Improvements	396	0	0
Sirens for the Development District	360	0	0
Welcome Signage	42	0	0
Detention Center Replacement Door Control System	249	0	0
Clark Senior Center - Roof Truss Repairs	104	0	0
Indian Head Science and Technology Park	0	6,437	0
FY15 Pt Tobacco Hist District Revitalization Implementation	0	516	0
Generator Replacement Program	0	153	0
Hazmat & EMS Relocation	0	457	0
Develop Road Safety Prioritization Measure & Inventory	0	38	18
State Attorney's Office Renovations	66	363	0
Animal Shelter Cremation Unit	0	117	0
WURC Implementation Studies	0	121	91
Rich Hill Farm House	0	750	0
Port Tobacco Historic Distric Jamieson	0	180	0

FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	<u>FY14 AMENDED</u>	<u>FY15 AMENDED</u>	<u>FY16 APPROVED</u>
<u>GENERAL GOVERNMENT:</u>			
P.D. Brown Library Improvements	0	0	201
Security Upgrade	0	0	61
Health Department Roof Replacement	0	0	186
Tri- County Animal Shelter Improvements	0	0	47
Radio Communications Systems Upgrade	0	0	371
National Guard Armory Renovations	0	0	80
Contingency - Inflation	(107)	182	0
TOTAL GENERAL GOVERNMENT	\$8,630	\$14,038	\$3,884
<u>PARKS:</u>			
Development District Park	0	(3,497)	0
Various Pedestrian & Bicycle Facilities	(\$68)	(\$43)	\$0
Pope's Creek Rail Trail	0	1,988	603
Park Repair & Maintenance	220	252	239
Western Parkway Sidewalks Millbrook to Weymouth	26	0	0
Friendship Landing Boating Access	287	0	0
Maxwell Hall House Improvements	330	0	0
Laurel Springs Sports Light System	125	0	0
Port Tobacco Parkland Acquisition	0	961	0
Friendship Farm Addition	0	838	0
Oakridge Park Playground Rehabilitation	0	140	0
Thoroughbred Court Sidewalks	122	(119)	0
Smallwood Drive West Sidewalks	0	101	0
Mill Hill Road Sidewalk	0	553	0
Marsh Hawk Dr/Chestnut Dr. Sidewalk	0	255	0
Middletown Road Park Acquisition	0	145	0
Contingency - Inflation	(328)	(94)	0
TOTAL PARKS	\$714	\$1,479	\$842
<u>TRANSPORTATION:</u>			
Western Parkway Ph. I-III	(758)	0	862
Traffic Signal Program	133	257	150
Jacob Smith Place	0	(217)	0
Acton Lane Improvements Phase II-III	0	(126)	0
Road Overlay Program	3,400	3,078	3,078
Mill Hill Road Extended	1,277	1,760	228
Waldorf Subarea Plan Implementation Studies	(91)	0	0
Bridge Replacement Program	(146)	0	0
Radio Station Road Upgrades	(612)	25	0
Safety Improvement Program - Existing Roadways	(106)	277	100
Dogwood Drive Drainage Improvements	(270)	0	0
County Drainage Systems Improvements Program	950	871	213
Smallwood/St. Patrick Dr Intersection/Traffic Improvements	570	0	0

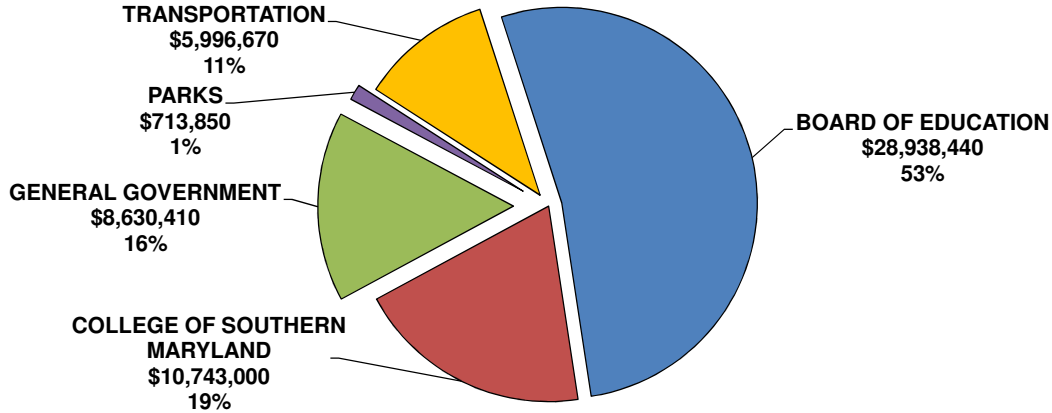
FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

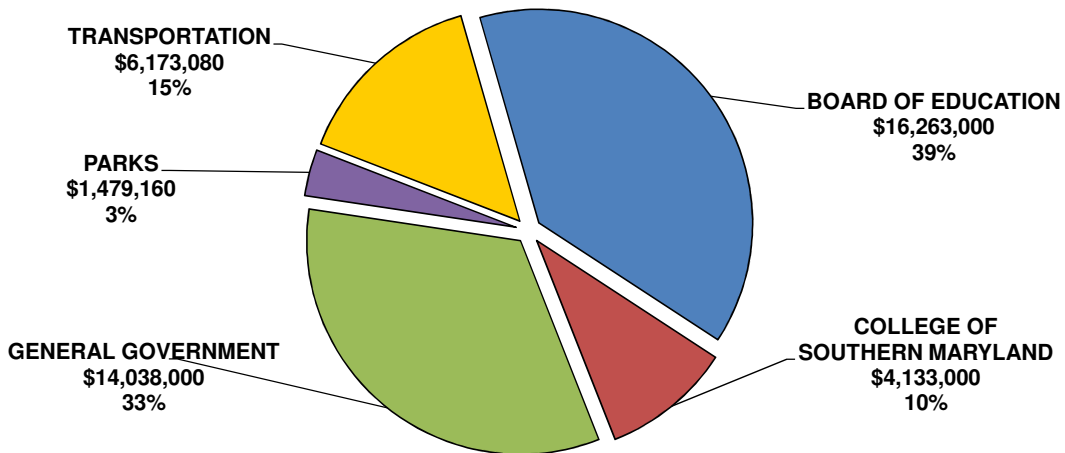
	FY14 AMENDED	FY15 AMENDED	FY16 APPROVED
<u>TRANSPORTATION:</u>			
Various Land Acquisitions	0	(2,801)	0
Waldorf Library Pedestrian Crossing Signal	19	0	0
Strawberry Hills Drainage Improvements	37	0	0
Carrington Drainage Improvements	(78)	126	0
Billingsley Road Improvements	0	300	1,747
Middletown Road and Billingsley Road Turnaround	(354)	7	0
Light Rail Transit Initiative	270	270	270
Rosewick/Radio Station Road Traffic Signal	206	0	0
WURC: Old Washington Road Reconstruction	372	0	715
Cross County Connector	500	(1,000)	
Old Sycamore Road Drainage Improvements	212	(16)	0
Washington Ave. - Various Intersection Improvements	0	403	0
St. Patrick Dr/Western Pkwy - Ped Intersection Improvements	0	177	147
Neighborhood Traffic Calming Program	0	312	0
Rosewick Road Phase 3	0	620	0
Captain Dement Dr Drainage Improvements	12	0	0
Sidewalk Improvement Program	153	153	153
McDaniel Road	0	1,309	0
Old McDaniel to Ocelot Street	0	142	929
Bridge Replacement Program	0	0	262
Bibury Lane Bridge Replacement	0	0	310
Middletown/Billingsley Rd. Traffic Signal & Intersection Imp.	0	0	270
Intersection Analysis/Traffic Signal Warrant Analyses	0	0	50
Contingency - Inflation	301	247	0
TOTAL TRANSPORTATION	\$5,997	\$6,173	\$9,484
TOTAL GOVERNMENTAL PROJECTS	\$55,022	\$42,086	\$36,901

GOVERNMENTAL PROJECTS

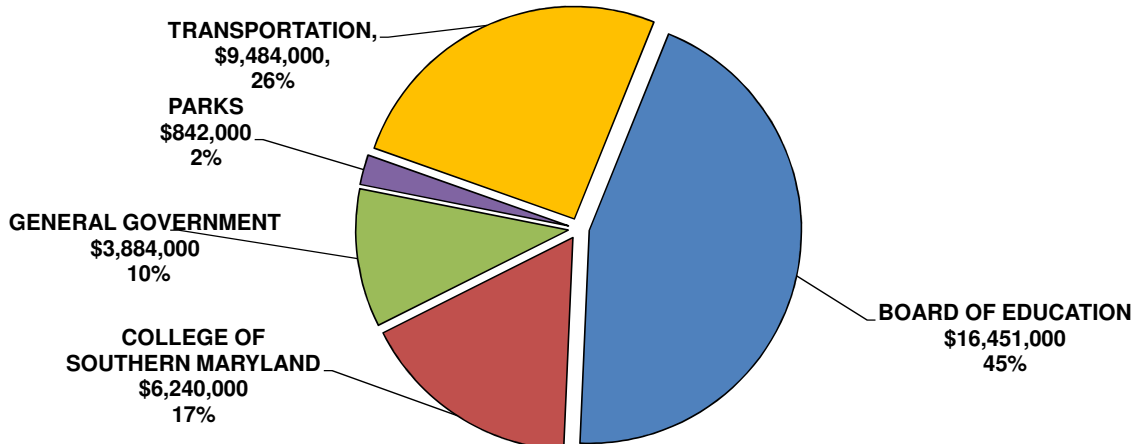
FY14 AMENDED BUDGET = \$55,022,370



FY15 AMENDED BUDGET = \$42,086,240



FY16 APPROVED BUDGET = \$36,901,000



FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY14 <u>AMENDED</u>	FY15 <u>AMENDED</u>	FY16 <u>APPROVED</u>
ENTERPRISE FUND PROJECTS			
<u>WATER PROJECTS:</u>			
	NOTE: (%) represents the percentage of the total project appropriation.		
Bryan's Road Business Park Water	0	(15)	0
Water Model Update	34	75	98
Cliffton Water System Improvements	1,194	0	0
Berry Hill Manor Water Tower Rehabilitation	0	(15)	0
Bryan's Road Well #7 (Chapman's Well)	(747)	0	0
Strawberry Hills Water Line Extension	0	30	0
Cliffton Replacement Well	0	0	763
Automation & Technology Master Plan (50% Sewer)	836	28	93
Well Site Automation	569	(22)	0
Patuxent Aquifer Study	80	0	0
Mattawoman Lab Renovations (50% Sewer)	12	0	0
Underground Infrastructure Repairs	503	553	718
Various County Water Studies	89	89	89
Satellite Water Facility Upgrades	505	1,214	661
Pinefield Underground Infrastructure Repairs	503	0	0
Benedict Water System Improvements	550	860	0
Waldorf/Chapel Pt. Water System Interconnection Feasibility Study	57	83	0
South County Water Transmission Main	210	0	7
Jude House Well Reverse Osmosis System	170	0	0
Well Site Generator Installations	88	750	0
A Deep Well Control Valves At Various Sites	75	0	0
White Plains South Water Line Improvements	0	529	0
Bensville Water Tower No. 8	0	535	1,930
Chapel Point Water Tower (Relocated)	0	91	450
Gleneagles 2MG Water Tower	0	713	0
Waldorf Fire House Water Tower Replacement	0	713	1,957
Chapel Point Woods Standpipe Improvements	0	224	0
John Hanson Well Control Valve	0	22	0
Treasurer's Office Reconfiguration	0	0	67
Hughesville Water Line	0	0	507
Private Water System Interconnection	0	0	307
Contingency - Inflation	134	197	0
TOTAL WATER	\$4,861	\$6,653	\$7,647

FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY14 <u>AMENDED</u>	FY15 <u>AMENDED</u>	FY16 <u>APPROVED</u>
<u>SEWER PROJECTS:</u>			
			NOTE: (%) represents the percentage of the total project appropriation.
Piney Branch Interceptor Capacity Upgrade	(1,400)	60	0
Pumping Station 3B, Ph. 1-II	2,338	1,800	0
Mt. Carmel Woods WWTP Upgrade	731	25	3,649
Grit System Reconfiguration at MWWTP	0	965	0
Pump Station Rehabs & Replacements	172	0	0
Influent/Effluent Pump Station Evaluation	2,782	5,190	0
Mattawoman I & I	1,486	2,417	0
MWWTP Electrical System Replacement Study	656	165	0
White Plains Failing Septic Sewer Installation	0	0	248
Mattawoman WWTP Automation	475	100	0
Pump Station Rehabs and Replacements	(376)	2,302	583
Sewer Model Update	39	80	103
Wakefield Pump Station Rehabs & Replacements	715	49	0
Hughesville Package Treatment Plant	894	894	2,132
Automation & Technology Master Plan (50% Water)	836	28	93
Treasurer's Office Reconfiguration	0	0	67
Bryans Road Interceptor Capacity Study	(396)	0	0
St. Mark Pump Station Rehabs & Replacements	680	0	0
MWWTP Clarifier and Thickener Repairs	655	1,071	976
Mattawoman WWTP Berm Relocation	0	10	330
Mattawoman Flow Equalization	135	711	4,013
Satellite Wastewater Facility Upgrades	680	70	541
Mattawoman Biosolids Feasibility Study	135	0	0
Cobb Island/Swan Point Interconnection	453	0	987
MWWTP Utility Water System Evaluation & Improvement	61	130	498
Cliffton Pump Station #4	91	241	701
Upper Port Tobacco River Watershed Sewer Connection Study	235	0	0
Piney Branch Sewer Replacement (Upper Reaches)	804	670	0
Marshall Corner Road Gravity Sewer	125	653	0
MD Route 5 Pump Station Forcemain	83	1,000	0
WURC: Zekiah Pump Station Upgrade	221	0	598
WURC: Zekiah Pump Station Forcemain	232	0	706
WURC: Zekiah Interceptor Sewer Interceptor	417	0	799
Mattawoman Lab Renovations (50% Water)	12	0	0
Cliffton WWTP Walkway Repairs	93	68	0
Grinder at Pump Station 3B	50	0	0
White Plains Commerce Center Pump	57	0	0
Cobb Island Sewer Capacity & Feasibility Study	0	164	0
WURC: Old Washington Road Sewer	0	203	2,173
MWWTP Belt Filter Press Replacement	0	230	975

FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY14 AMENDED	FY15 AMENDED	FY16 APPROVED
<u>SEWER PROJECTS:</u>			
	NOTE: (%) represents the percentage of the total project appropriation.		
Checkers Pump Station	0	40	0
Chemical System Improvements at Various Sites	32	0	0
Bel Alton WWTP Building	40	200	0
MWWTP Effluent PS Forcemain Improvements	0	2,040	1,253
Strawberry Hills Pump Station	0	100	0
Pinefield Pump Station Forcemain Replacement	0	70	0
Cliffon WWTP Improvements	0	0	240
In-Line Sewer Equalization Study	0	0	246
Southwinds Pump Station Outfall Gravity Sewer	0	0	106
Contingency - Inflation	392	665	0
TOTAL SEWER	\$14,633	\$22,410	\$22,017
TOTAL WATER AND SEWER	\$19,494	\$29,063	\$29,663
<u>WATERSHED PROTECTION AND RESTORATION FUND</u>			
Various NPDES Retrofit Projects	\$1,485	(\$132)	\$10,783
Acton/Hamilton NPDES Retrofit Project	17	0	0
La Plata Subwatershed Restoration	0	(180)	0
Fox Run NPDES Retrofits	977	0	0
Ryon Woods NPDES Retrofits	33	0	0
White Plains NPDES Retrofits	4	537	0
NPDES Mapping	0	240	0
Pinefield Temi Drive NPDES Retrofits	593	0	0
Holly Tree Stream Restoration NPDES	13	2	0
Stavors Road NPDES Retrofits	293	0	0
Acton Lane NPDES Retrofits	318	0	0
Cobb Island Drainage Study	0	60	35
White Plains NPDES Improvements	537	(537)	0
Potomac Heights NPDES Improvements	840	0	0
Master Drainage Plan	182	0	0
Feasibility & Concept Design	0	1,537	0
NPDES - Port Tobacco	0	35	0
NPDES - Tanglewood	0	68	0
NPDES - Charles County Plaza	0	74	0
NPDES - Tenth District	0	106	0
NPDES - Swann Point WWTP Shoreline Stabilization	0	1,147	0
Public Works Campus Stormwater Managment Imprv.	0	0	696
Contingency - Inflation	150	93	0
TOTAL	\$5,440	\$3,048	\$11,514

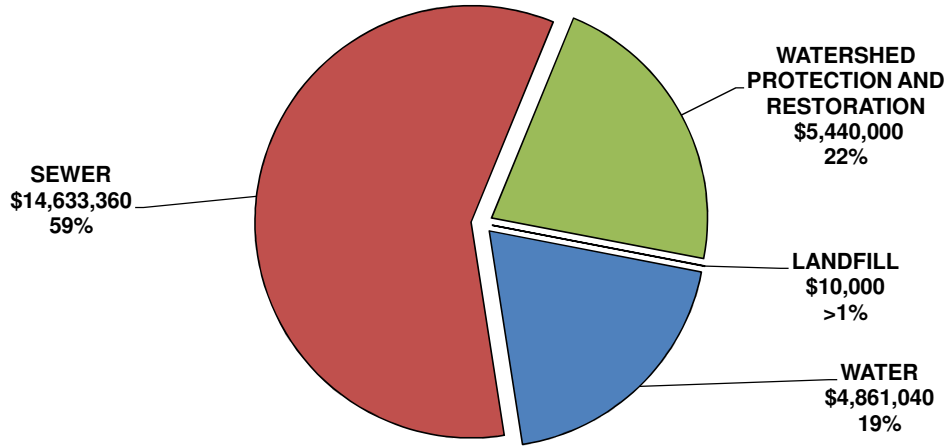
FISCAL YEAR 2014-FY2016 CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

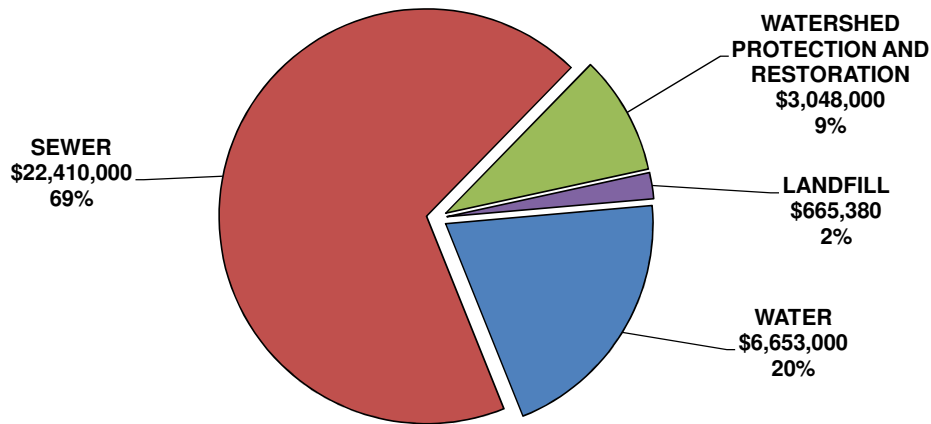
	FY14 <u>AMENDED</u>	FY15 <u>AMENDED</u>	FY16 <u>APPROVED</u>
<u>ENVIRONMENTAL SERVICE FUND:</u>			
Composting Facility	0	(1,012)	0
Pisgah Flare Station	0	0	78
TOTAL ENVIRONMENTAL SERVICE FUND	\$0	(\$1,012)	\$78
<u>LANDFILL:</u>			
Citizen Waste Disposal Facility	\$0	\$263	\$0
Cell #3B & #2B Expansion	\$0	\$0	\$0
Landfill Leachate Pretreatment Facility	0	280	2,968
Landfill Storm Water Management Ponds	0	110	577
Solid Waste Plan Study	10	0	0
Contingency - Inflation	0	12	0
TOTAL LANDFILL	\$10	\$665	\$3,545
TOTAL ENTERPRISE FUND PROJECTS	\$24,944	\$32,776	\$44,800

ENTERPRISE PROJECTS

FY14 AMENDED BUDGET = \$24,944,400

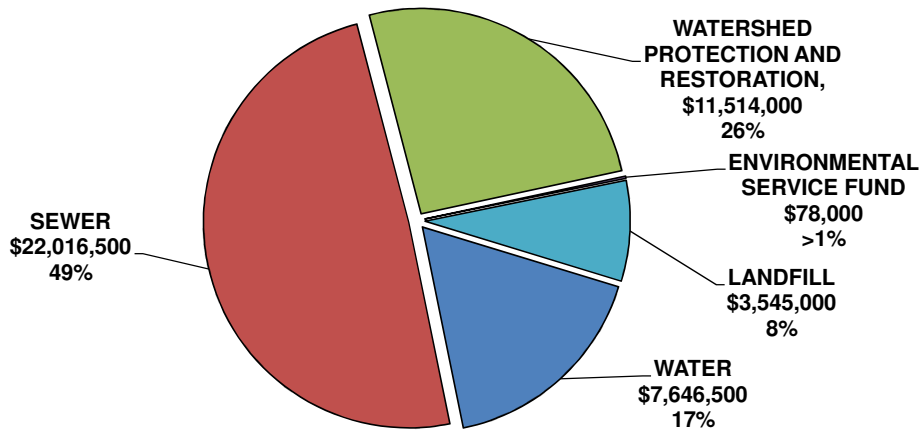


FY15 AMENDED BUDGET = \$32,776,380



The FY15 Amended Budget for Environmental Service is not included in the above graph. Due to the elimination of a project, the Environmental Service FY15 Amended Budget was reduced below the adopted level.

FY16 APPROVED BUDGET = \$44,800,000



Capital Projects

Department: Planning & Growth Management 30.07.32
Division \ Program: Capital Services Fund: Capital
Program Administrator: John Stevens, Chief of Capital Services

Expenditure Category	FY2014 Actual	FY2015 Adopted	FY2016 Request	FY2016 Adopted	\$ Change FY2015	% Chg.
Personal Services	\$1,391,547	\$1,490,600	\$1,476,700	\$1,478,700	(\$11,900)	-0.8%
Fringe Benefits	408,584	474,100	491,000	489,000	14,900	3.1%
Operating Costs	75,566	223,200	126,700	126,700	(96,500)	-43.2%
Debt Service	3,319	0	0	0	0	N/A
Operating Contingency	0	3,200	0	0	(3,200)	N/A
Transfers Out (charged to capital projects)	(1,853,993)	(2,191,100)	(2,094,400)	(2,094,400)	96,700	-4.4%
Total Expenditures	\$25,022	\$0	\$0	\$0	\$0	N/A

Changes and Useful Information:

- The FY2016 **Operating Costs** budget was adjusted to current activity.

Description

The primary responsibility of the Capital Services (CS) Division is to ensure that the needs of the end users are met while incorporating quality design and construction principles and practices.

The CS Division provides professional project management services during the development and implementation of public infrastructure improvement projects within Charles County. Projects include but are not limited to roads, water, sewer, building/facility, and environmental projects. The CS Division is responsible for managing capital improvements projects from the conceptual stages, onto design and construction, and final completion. The CS Division actively participates annually in the budget development process by coordinating with other County Departments to establish estimated budgets to be submitted for consideration by the County Administrator.

Positions:

<u>Title</u>	<u>FY 2012 FTE</u>	<u>FY 2013 FTE</u>	<u>FY 2014 FTE</u>	<u>FY 2015 FTE</u>	<u>FY 2016 FTE</u>
Director of Planning & Growth Mgmt	0.3	0.3	0.3	0.3	0.3
Chief of Capital Services	1.0	1.0	1.0	1.0	1.0
Chief of Resource & Infrastructure Mgmt	0.2	0.2	0.2	0.2	0.2
Engineer IV	2.0	2.0	2.0	2.0	2.0
Resource Analyst - GIS	0.2	0.2	0.2	0.2	0.2
Administration Manager	0.3	0.3	0.3	0.3	0.3
Engineer III	3.0	3.0	4.0	4.0	4.0
Utilities Engineer	0.1	0.1	0.1	0.1	0.1
Planner I- III	0.7	0.7	0.7	0.7	0.7
Engineer I / II	3.0	3.0	3.0	3.0	3.0
Right of Way Agent I / II	2.0	2.0	2.0	2.0	2.0
Project Administrative Specialist	2.0	2.0	2.0	2.0	2.0
Administrative Associate	1.7	1.7	1.7	1.7	1.7
Office Associate I- III	1.3	1.3	2.0	2.0	2.0
Paralegal Supervisor	1.0	0.8	0.8	0.8	0.8
Part Time	0.2	0.2	0.2	0.2	0.2
Total Full Time Equivalent	18.9	18.7	20.4	20.4	20.4

Objectives & Measurements:

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Projected</u>	<u>FY16 Estimated</u>
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Objective: to provide infrastructure planning, design and construction for roadways, water and wastewater systems, facilities and environment, as adopted in the County Master Plan.

# of active projects	81	88	63	68	75
Projects per FTE	5.1	6.3	4.2	4.4	4.6
\$'s expended for A&E	\$2,685,275	\$3,105,345	\$1,487,989	\$1,562,388	\$1,640,508
\$'s expended for ROW	\$685,728	\$1,783,751	\$1,611,195	\$1,691,755	\$1,776,342
\$'s expended for Construction	\$15,520,630	\$5,578,243	\$7,457,302	\$12,391,392	\$12,391,392
\$'s expended for Inspection	\$1,153,195	\$452,493	\$395,483	\$415,257	\$436,020
\$'s expended for Administration	\$625,436	\$531,548	\$532,346	\$558,963	\$586,911
\$'s expended for Other	\$828,666	\$133,498	\$556,862	\$584,705	\$613,940
Change orders as % of construction costs	2.6%	2.8%	1.3%	1.4%	1.4%
# of contracts administered	151	176	254	267	280

Financial Planning

FIVE-YEAR PLANNING

The Connection between Operating & Capital Planning

The goal of a five-year financial plan is to measure future operating and capital costs and to fund those costs in the most efficient and responsible manner possible. The County implements five-year financial forecast models for all major funds to aid with both operating and capital budget plans. Five-year plans are used for its General Fund, Water & Sewer Fund, the Solid Waste Fund, and Watershed Protection & Restoration Fund. Our financial models have the ability to adjust current and future revenues to fulfill the desired service level requirements. The outcome of compiling financial plans is to determine the amount of additional debt that the County can issue over a five-year period in order to make fiscally sound management decisions as it relates to future infrastructure.

Trends and Assumptions for Estimates

Numerous assumptions are required in order to plan five years of revenues and expenditures. Financial forecasts can and will have many factors that affect the estimates. Two of the major factors are economic conditions and political policy. Few economists can accurately predict when the next major recession or the next recovery will occur, however, changes in the economy must be measured along with the growth in businesses and population of the community. Political policies and philosophies such as land use, smart growth, and "no new taxes," contribute significantly toward future estimates. The Comprehensive Plan is taken into consideration when developing assumptions for the five-year plans. The Comprehensive Plan is a long range plan that guides policy, investment, program, and land use decisions within the County. An update of the Comprehensive Plan is currently underway.

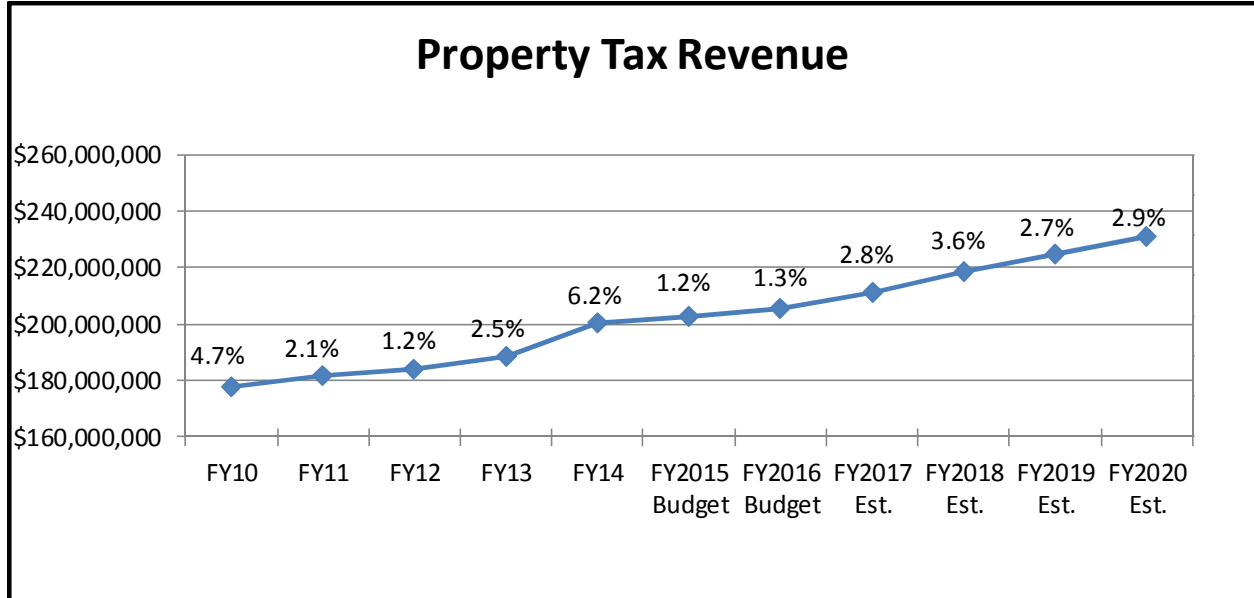
Revenue forecasts are generally based on recent historical data mixed with any known facts that may affect future revenues. For example, if the prior year growth rate for new property was 7%, but a policy adopting a 5% tax cap increase were to take effect, historical information is less important. If future rate or fee changes are unknown then it is assumed that they will remain at the current level. Revenue estimates are extremely important in our financial plans, as they tend to be the locomotive that pulls the Capital Improvement Program (CIP) and Operating Budget trains.

Expenditures are estimated by applying inflationary factors to base year budgets. Future salary and fringe estimates assume an annual COLA and a merit increase of approximately 3%. Operating costs assume the current baseline adjusted for inflation plus the operating impacts from the Capital Improvement Program which were reviewed with the Commissioners during the CIP process. Debt service is estimated based on what is required to pay the existing debt service, new capital leases, and the bonds required to complete the proposed CIP.

GENERAL FUND FIVE-YEAR PLAN

General Fund:

The major revenue source for the General Fund is **Property Tax** which accounts for 56% of the County's General Fund revenue. Tax revenues are derived from the assessed values provided by the Maryland Department of Assessments and Taxation. The County takes the current data from the tri-annual assessment and estimates a future growth rate. Growth in property tax revenue is expected to range from 1.3% to 3.6% in FY2016 to FY2020. For planning purposes, the property tax rate is assumed to stay constant in FY2016 to FY2020.



Income tax is the County's second largest revenue source. The FY2016 Adopted Budget is estimated to be 1.6% greater than the FY2015 Adopted Budget. The FY2017-FY2020 Income Tax revenue is estimated to increase by 5.0% in the out years due to increased wages and population growth in the County. It is assumed that the local income tax rate remains at 3.03% of an individual's Maryland taxable income. All other revenue sources are expected to grow at moderate rates. **Overall operating revenue** growth is expected to range from 3.3% to 4.2% between FY2017 to FY2020.

Total growth in **expenditures** is expected to range from 2.0% to 4.0% in the out years. Other exceptions to the principle of inflating the FY2016 adopted expenditure budgets are:

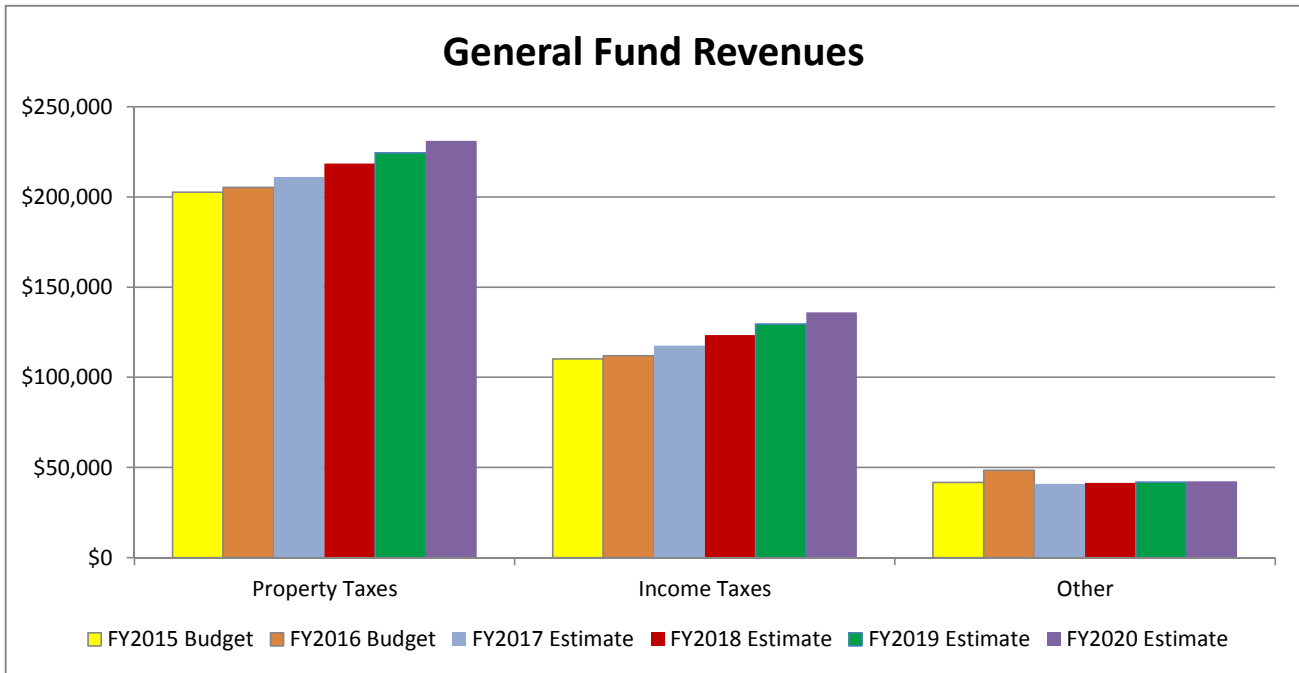
- **Board of Education:** In FY2016, the Board of Education funding includes \$6,590,700 due to the State shift of Teacher's pension which is an increase of \$948,400 over FY 2015, and additional funding for the opening the fourth grade of St. Charles High School. The FY2017-FY2020 estimates assume that the County continues to fund the Maintenance of Effort, increase pension costs, and provides additional funding for the opening of a new elementary school in FY2019.
- **Debt Service:** The amount of operating revenues dedicated to debt service is currently 5.7%. FY2016-FY2020 estimates assume that debt service will begin to gradually increase to 7.3% of Operating Revenues. The maximum percentage of Operating Revenues allowed per the County's debt policy is 8.0%.
- **Operating Impacts:** The current Five Year plan also takes into consideration the operating cost impacts of the Capital Improvement Program.

GENERAL FUND FIVE-YEAR PLAN

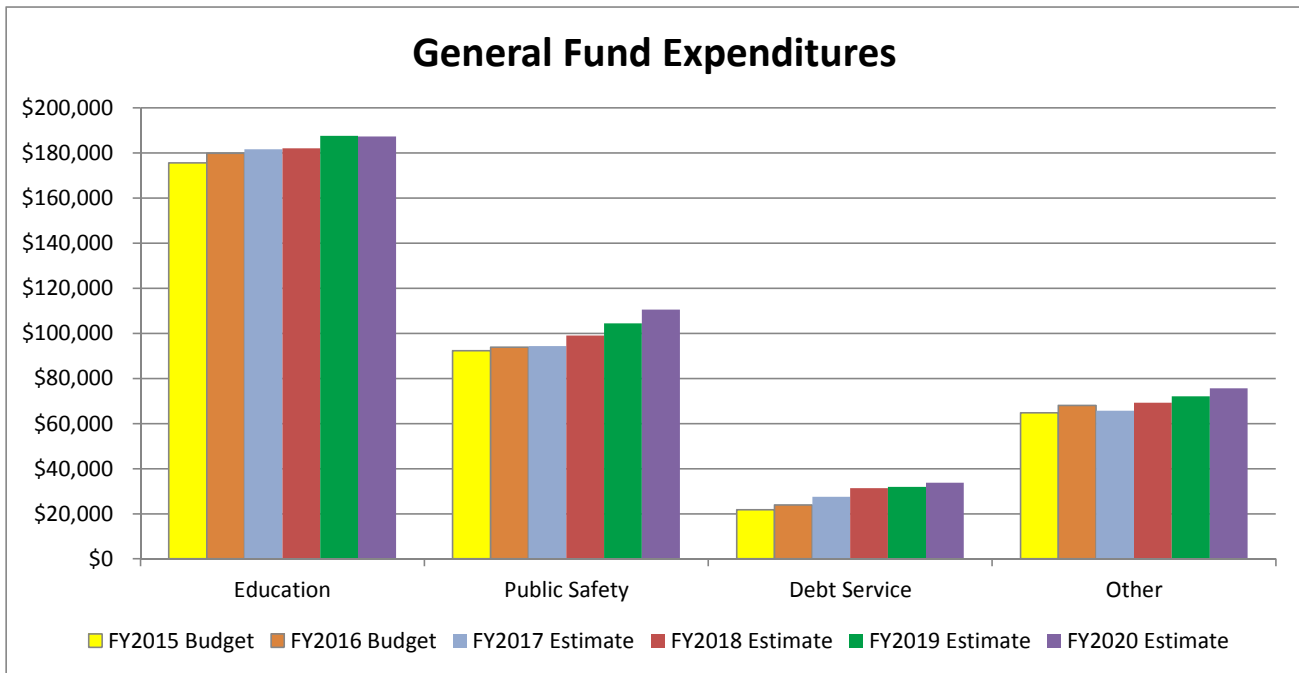
(\$ in thousands)	FY2015 Budget	FY2016 Budget	FY2017 Estimate	FY2018 Estimate	FY2019 Estimate	FY2020 Estimate
Revenues						
Property Taxes	\$202,665	\$205,278	\$210,979	\$218,558	\$224,488	\$231,026
Income Taxes	110,215	111,931	117,528	123,404	129,574	136,053
Recordation Tax	14,500	11,300	11,300	11,300	11,300	11,300
Transfer Tax	0	4,683	4,683	4,683	4,683	4,683
Other Local Taxes	2,773	2,697	2,751	2,806	2,862	2,920
Service Charges	5,956	6,237	6,362	7,778	7,934	8,092
Intergovernmental	2,137	2,044	2,085	2,126	2,169	2,212
Licenses & Permits	957	1,034	1,054	1,076	1,097	1,119
Fines & Forfeitures	2,486	3,466	3,535	3,606	3,678	3,752
Rent/Miscellaneous	2,293	2,115	2,139	2,163	2,187	2,212
Operating Revenues	\$343,981	\$350,785	\$362,415	\$377,500	\$389,973	\$403,369
<i>Total Revenues % increase over prior year</i>		<i>2.0%</i>	<i>3.3%</i>	<i>4.2%</i>	<i>3.3%</i>	<i>3.4%</i>
Expenditures						
Education	\$175,662	\$179,849	\$181,638	\$182,085	\$187,682	\$187,361
Public Safety	92,303	93,872	94,314	99,026	104,439	110,526
Debt Service	21,706	23,871	27,518	31,294	31,956	33,699
Public Works	17,977	19,081	19,330	20,337	21,228	22,142
Fiscal & Administrative Services	5,882	5,985	5,988	6,205	6,498	6,814
Community Services	6,976	7,411	7,431	7,725	8,134	8,575
Planning & Growth Management	2,729	2,799	2,791	2,903	3,060	3,229
General Government	16,030	17,650	18,245	19,204	20,365	21,596
Health & Social Services	4,114	4,111	4,119	4,160	4,201	4,243
Conservation of Natural Resources	647	656	659	680	708	739
Economic Development	1,655	1,672	1,689	1,730	1,782	1,837
Reserve for Contingency	1,149	100	350	600	850	1,100
Total Expenditures	\$346,828	\$357,057	\$364,070	\$375,948	\$390,904	\$401,859
<i>Total Expenditures % increase over prior year</i>		<i>2.9%</i>	<i>2.0%</i>	<i>3.3%</i>	<i>4.0%</i>	<i>2.8%</i>
Operating Surplus/(Deficit)	(\$2,847)	(\$6,272)	(\$1,655)	\$1,553	(\$932)	\$1,511
Financing Sources / (Uses)						
Source: Fund Transfers In	1,200	3,903	1,400	1,400	1,400	1,400
Source: Lease Proceeds	6,140	6,979	4,299	4,385	4,472	4,562
Source: Fund Balance Appropriation	3,195	4,016	1,240	0	0	0
Use: Excise Tax Debt Subsidy	(652)	0	0	0	0	0
Use: Lease Purchase	(6,140)	(6,979)	(4,299)	(4,385)	(4,472)	(4,562)
Use: Capital Projects	(896)	(1,647)	(863)	(1,261)	(847)	(741)
Projected Surplus/(Deficit)	\$0	\$0	\$122	\$1,692	(\$379)	\$2,170

Note: FY2019 estimate for Education includes 50% of the current estimated operating impact for the new Elementary School #22. The operating impact estimate will be updated in future years when more information is available.

GENERAL FUND FIVE-YEAR PLAN



Tax Revenue from Property and Income are the primary contributors now and in the foreseeable future.



The current budget can be broken down as approximately 50% Education, 26% Public Safety, 6% Debt Service, and the remaining 18% for all other functions.

GENERAL FUND DEBT AFFORDABILITY

Debt Affordability represents the marginal amount of long term debt that can be added to current debt and still maintain a reasonable ratio of annual principal and interest expenditures to total operating revenue, exclusive of additional revenue sources. Per the County's Debt Policy, the five-year financial plan will help determine the amount of debt that can be issued while maintaining a debt service ratio to the operating revenues of less than 8%. The current tax structure is assumed in estimating future year revenues.

New bond issue with a : 15 year term and interest rates of:

2.9% 3.1% 3.3% 3.5% 3.8%

(\$ in thousands)

HOW MUCH CAN WE AFFORD?	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY16-FY20
Affordable Bond Issue	\$19,969	\$10,154	\$36,347	\$27,450	\$24,054		\$117,975
FY16-FY20 CIP	(19,689)	(18,738)	(31,269)	(22,565)	(15,221)		(107,482)
Variance per Fiscal Year (Affordable vs. Requested)	\$280	(\$8,584)	\$5,078	\$4,885	\$8,833		\$10,493

ADDITIONAL AFFORDABLE DEBT

How we calculate the additional affordable debt:

Total Operating Revenue Projection	\$350,785	\$362,415	\$377,500	\$389,973	\$403,369	\$416,949
Less: Dedicated Revenues	(4,068)	(4,127)	(4,189)	(4,253)	(4,323)	(4,394)
Total Adjusted Operating Revenues	\$346,717	\$358,288	\$373,312	\$385,719	\$399,046	\$412,555
Multiply the Adjusted Operating Revenue by % of Debt Policy Target:	5.72%	6.62%	6.97%	7.09%	7.20%	7.33%
Subtotal	\$19,846	\$23,706	\$26,024	\$27,335	\$28,726	\$30,221
Dedicated Stadium & Courthouse Rent	712	712	712	712	712	712
Total Available for Debt Service Payments	\$20,559	\$24,418	\$26,737	\$28,047	\$29,438	\$30,933

Subtract: Existing Obligations and Future Planned Debt-

Existing Debt Service	\$20,242	\$19,977	\$20,544	\$18,912	\$18,038	\$17,502
Approved debt not issued	317	2,868	3,810	3,810	3,810	3,810
Annual Debt Service from Affordable FY16 Bond Issue			1,573	1,573	1,573	1,573
Annual Debt Service from Affordable FY17 Bond Issue				809	809	809
Annual Debt Service from Affordable FY18 Bond Issue					2,943	2,943
Annual Debt Service from Affordable FY19 Bond Issue						2,265

Total Debt Service Payments	\$20,559	\$22,845	\$25,927	\$25,104	\$27,173	\$28,903
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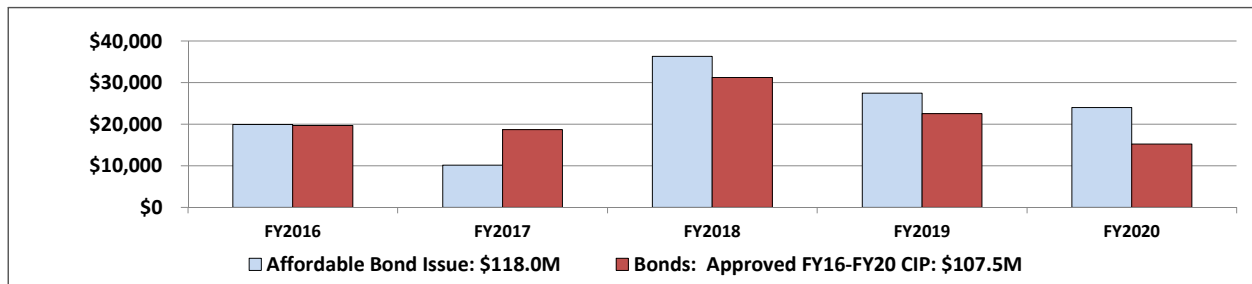
Amount of Funds Available for New Debt	\$0	\$1,573	\$809	\$2,943	\$2,265	\$2,031
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The annual debt service, reported one line above, would fund a bond issue in the amount of:

Affordable Bond Issue	\$19,969	\$10,154	\$36,347	\$27,450	\$24,054	\$117,975
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(Note: Bond Issues are estimated based on the Amount of Funds Available for New Debt in the subsequent year.)

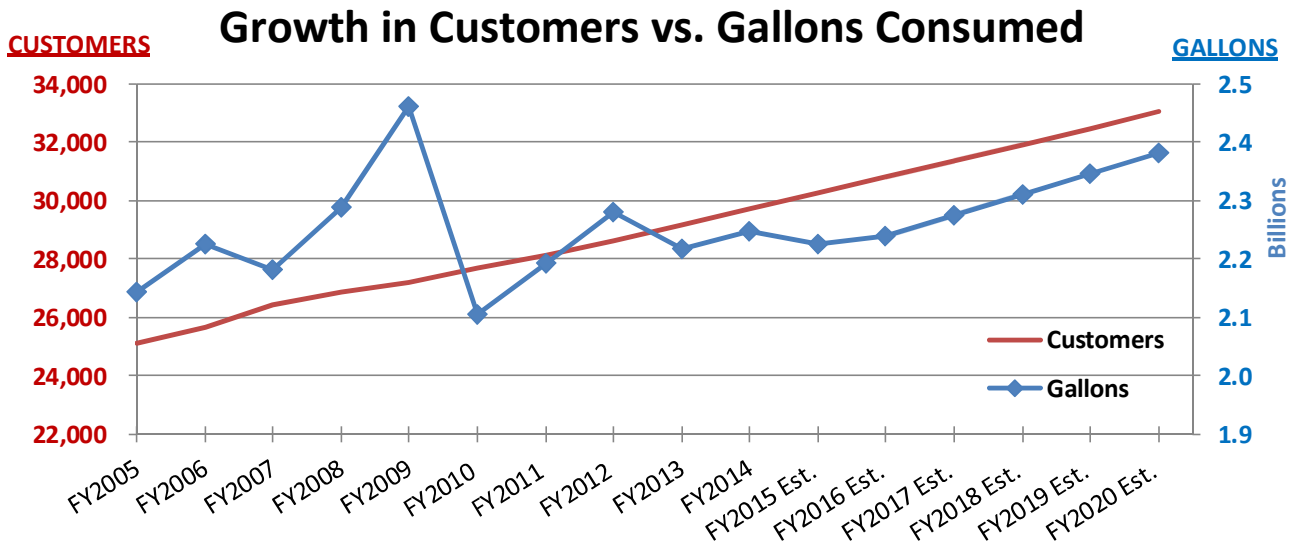
FY16-FY20 APPROVED CIP BOND FUNDING:	FY2016	FY2017	FY2018	FY2019	FY2020	FY16-FY20
Board of Education	\$7,011	\$5,384	\$6,827	\$5,610	\$5,487	\$30,319
College of Southern Maryland.....	1,785	449	5,702	1,092	0	9,028
General Government.....	2,148	3,138	7,822	6,614	4,562	24,284
Parks.....	328	331	234	116	183	1,192
Transportation.....	8,417	9,436	10,684	9,133	4,989	42,659
Total Approved CIP Bond Funding	\$19,689	\$18,738	\$31,269	\$22,565	\$15,221	\$107,482



WATER & SEWER FUND FIVE-YEAR PLAN

Water & Sewer Fund:

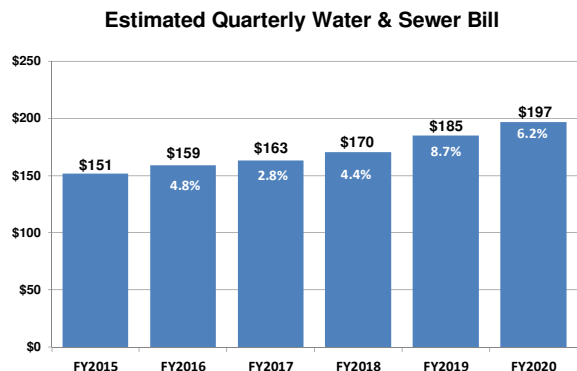
This fund is used to manage all water and sewer operations within the County. These efforts are supported primarily by user fees, connection fees, and front foot fees. The assumptions for revenue estimates are based on trend, population growth, weather conditions, and customer demand. The annual user fee revenue budget is based on an average flow per customer. The FY2016 was based on 157 gallons per day multiplied by the estimated number of customers. New customers are added to our existing base from historical data and estimated new construction. New residential customers that will be connecting to the water and sewer system are currently estimated to grow approximately 1.8% per year from FY2016 to FY2020. For planning purposes, the water rate, sewer rate, and customer account fee are assumed to remain constant.



This graph depicts that while growth in customers has remained consistent, growth in consumption has fluctuated mainly due to water conservation and weather conditions. Future growth in consumption is expected to keep pace with the growth in customers.

As for expenditures, in addition to inflating the baseline budget, operating expense estimates take into consideration the funding needs involving enterprise fund capital projects, the impact from customer growth, and future project operating costs. Future rate adjustments are calculated on a break-even basis and recommended to the Commissioners so current decisions regarding programs and infrastructures can be quantitatively measured for future fiscal impact.

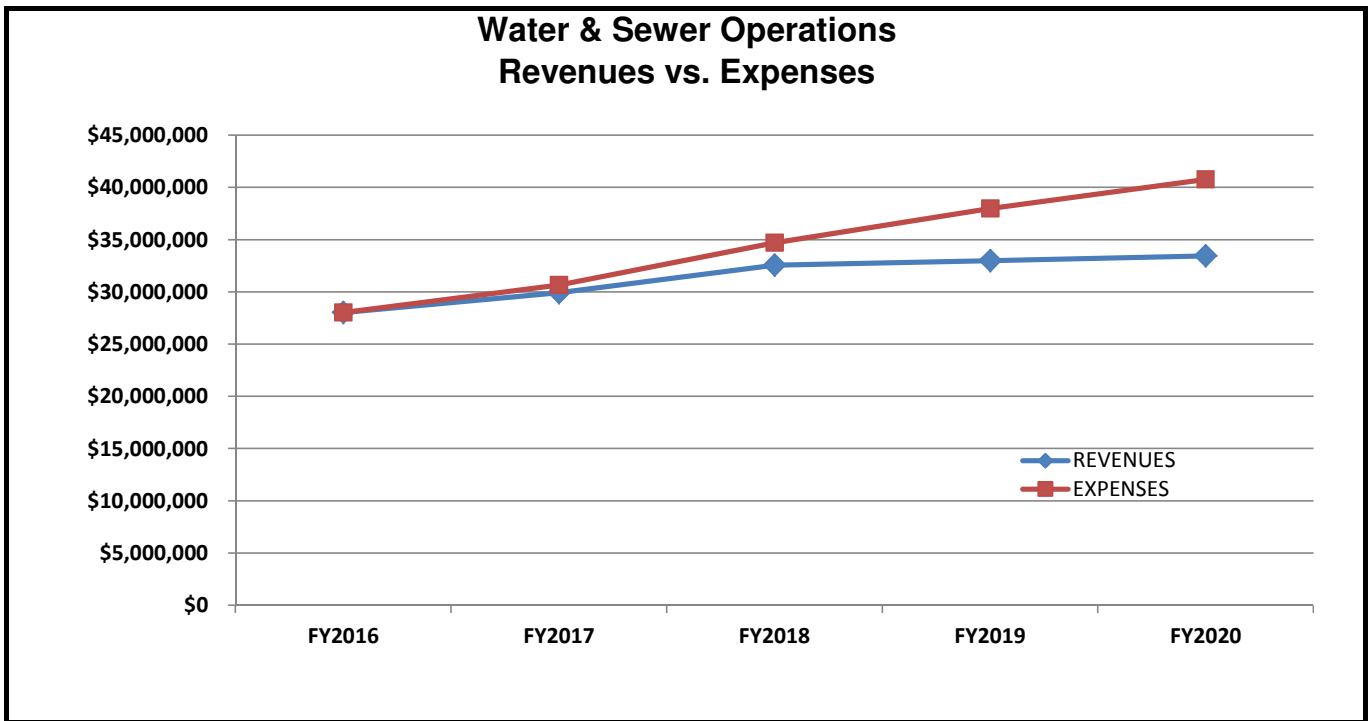
The model on the next page shows expenditures out pacing revenues. The average gallons per day are assumed to remain at 157 gallons. Fee increases will be needed in future years in order to fund the existing program and absorb the debt service and operating impact related to capital projects placed in service, such as a new well or treatment plant. The combined average water and sewer bill increase is projected to range from 2.8% to 8.7% in FY2016 to FY2020. A fee increase generally will be needed in this fund as expenses will continue to be greater than the growth in customer base. The FY2017 estimate includes revenues and expenditures from a new power plant resulting in a small percent increase.



NOTE: % change reflected in graph above represents % increase in the estimated quarterly bill in comparison to the prior year.

WATER & SEWER FUND FIVE-YEAR PLAN

	FY2015 Budget	FY2016 Budget	FY2017 Estimate	FY2018 Estimate	FY2019 Estimate	FY2020 Estimate
WATER						
Revenues	\$9,408,700	\$9,986,000	\$10,156,600	\$10,319,700	\$10,482,800	\$10,646,200
Expenses	(9,408,700)	(9,986,000)	(10,679,000)	(11,778,300)	(12,548,200)	(13,388,700)
Income/(Loss)	\$0	\$0	(\$522,400)	(\$1,458,600)	(\$2,065,400)	(\$2,742,500)
<i>Estimated Annual Rate Increase</i>		5.6%	5.5%	9.1%	5.2%	5.3%
SEWER						
Revenues	\$17,365,600	\$18,060,500	\$19,787,900	\$22,238,500	\$22,517,400	\$22,799,300
Expenses	(17,365,600)	(18,060,500)	(20,002,200)	(22,922,500)	(25,447,600)	(27,377,100)
Net Income/(Loss)	\$0	\$0	(\$214,300)	(\$684,000)	(\$2,930,200)	(\$4,577,800)
<i>Estimated Annual Rate Increase</i>		3.5%	1.3%	2.4%	11.2%	7.2%



NOTE: Revenues assume FY2016 user fee rates; no increase is assumed in the future years. User fee rates are reviewed and set annually as part of the Budget Process.

WATER & SEWER FUND FIVE-YEAR PLAN

Capital Improvement Program Operating Impact

An operating impact is required on all CIP projects. The impact of the future operating impacts on the existing Water and Sewer rate is listed on each project page in the Capital Budget section. Listed below is a summary of all projects impacting the Water and Sewer user fee rates and the affect of each project on the existing rate.

The required rate adjustment is calculated by taking the Total Cost per Year and dividing it by the estimated amount of money that one cent generates.

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
Marginal Revenue generated from a one cent rate adjustment:	\$22,392	\$22,747	\$23,102	\$23,457	\$23,818

PROJECT IMPACT ON WATER USER FEE:							Project Impact	
	Prior	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	on Rate	on Qtrly. Bill
DEBT SERVICE								
Automation & Technology Master Plan	650,600	650,600	661,800	782,300	910,700	1,060,200	44.5¢	\$6.29
Underground Infrastructure Repairs	46,000	46,000	109,000	174,300	241,800	311,700	13.1¢	\$1.85
South County Water Transmission Main	8,700	8,700	9,000	34,700	34,700	232,700	9.8¢	\$1.38
Satellite Water Facility Upgrades	187,600	187,600	245,600	305,700	367,900	432,200	18.1¢	\$2.56
Chapel Point Water Tower (Relocated)	7,600	7,600	47,100	87,200	87,200	87,200	3.7¢	\$0.52
Pinefield Water Tower Rehabilitation	0	0	0	8,200	61,600	116,900	4.9¢	\$0.69
Waldorf Fire House Water Tower Replacement	5,900	5,900	23,100	39,900	57,300	57,300	2.4¢	\$0.34
Settle Woods Water Tower Rehabilitation	0	0	0	6,100	35,200	65,200	2.7¢	\$0.39
Cliffton Replacement Well	44,900	44,900	111,900	111,900	111,900	111,900	4.7¢	\$0.66
Contingency Inflation	0	0	0	0	21,600	70,500	3.0¢	\$0.42
Total Debt Service	\$951,300	\$951,300	\$1,207,500	\$1,550,300	\$1,929,900	\$2,545,800		
OPERATING								
Water Model Update	41,300	53,900	53,900	53,900	53,900	53,900	0.5¢	\$0.07
Contingency Inflation	0	0	0	5,300	4,400	6,100	0.3¢	\$0.04
Total Operating Costs	\$41,300	\$53,900	\$53,900	\$59,200	\$58,300	\$60,000		
Total Cost per Year:	\$992,600	\$12,600	\$256,200	\$348,100	\$378,700	\$617,600	\$1.07	\$15.21
FY16-FY20 Cumulative Cost:		\$12,600	\$268,800	\$616,900	\$995,600	\$1,613,200		

Required CIP Water Rate Adjustment Per Year:

	Prior	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Impact on Rate
Rate Adjustment per Year *	42.3¢	0.6¢	10.0¢	14.0¢	15.2¢	25.1¢	\$1.07
Estimated % change due to CIP:		<i>0.1%</i>	<i>2.5%</i>	<i>3.4%</i>	<i>3.6%</i>	<i>5.8%</i>	

* Note: Rate Adjustment will vary due to tiered billing system for Residential Users.

WATER & SEWER FUND FIVE-YEAR PLAN

Capital Improvement Program Operating Impact

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
Marginal Revenue generated from a one cent rate adjustment:	\$20,896	\$23,255	\$26,623	\$28,485	\$28,868

PROJECT IMPACT ON SEWER USER FEE:							Project Impact	
	Prior	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	on Rate	on Qtrly. Bill
DEBT SERVICE								
Automation & Technology Master Plan	650,600	650,600	661,800	782,400	910,800	1,060,300	36.7¢	\$5.19
Influent/Effluent Pump Station	292,600	292,600	292,600	371,400	457,800	457,800	15.9¢	\$2.24
MWWTP Electrical System Replacement	57,900	57,900	57,900	231,100	410,500	410,500	14.2¢	\$2.01
MWWTP Flow Equalization	32,500	32,500	149,700	408,800	615,800	723,000	25.0¢	\$3.54
Mattawoman Infiltration and Inflow	192,800	192,800	192,800	327,000	405,500	488,400	16.9¢	\$2.39
Mattawoman WWTP Automation	107,600	107,600	107,600	197,700	242,600	242,600	8.4¢	\$1.19
Pump Station Rehabs and Replacements	215,900	215,900	267,000	420,400	579,200	724,700	25.1¢	\$3.55
Satellite Wastewater Facility Upgrades	80,400	80,400	127,900	177,100	228,000	280,600	9.7¢	\$1.37
MWWTP Clarifier and Thickener Repairs	59,400	59,400	87,900	118,100	150,000	183,700	6.4¢	\$0.90
Cobb Island/Swan Point Interconnection	12,900	12,900	43,800	43,800	43,800	54,500	1.9¢	\$0.27
MWWTP Utility Water System Evaluation & Improvement	5,100	5,100	19,600	40,800	40,800	40,800	1.4¢	\$0.20
Cliffton Pump Station #4	27,600	27,600	89,100	89,100	89,100	89,100	3.1¢	\$0.44
Marshall Hall Road Gravity Sewer Replacement (Upper Reaches)	64,700	64,700	64,700	139,400	139,400	139,400	4.8¢	\$0.68
MD. Route 5 Pump Station Forcemain	122,600	122,600	122,600	166,100	166,100	166,100	5.8¢	\$0.81
Zekiah Pump Station Upgrade	30,900	30,900	30,900	36,800	61,900	61,900	2.1¢	\$0.30
Zekiah Pump Station Forcemain	2,900	2,900	11,500	20,600	30,200	40,400	1.4¢	\$0.20
Zekiah Interceptor Sewer Upgrades	6,600	6,600	28,700	48,500	88,400	88,400	3.1¢	\$0.43
Cliffton WWTP Improvements Mt. Carmel Woods/CSM	11,900	11,900	36,900	63,300	91,300	120,700	4.2¢	\$0.59
Pump Stations & Forcemains Phase 3	0	0	21,100	110,200	331,300	331,300	11.5¢	\$1.62
Old Washington Road Sewer	290,800	290,800	461,800	639,200	639,200	639,200	22.1¢	\$3.13
MWWTP Belt Filter Press Replacement	6,400	6,400	81,100	81,100	81,100	81,100	2.8¢	\$0.40
In-Line Sewer Equalization Study	6,100	6,100	34,600	94,500	94,500	94,500	3.3¢	\$0.46
MWWTP Effluent PS Forcemain	0	0	18,300	112,900	211,500	211,500	7.3¢	\$1.04
Contingency Inflation	54,500	54,500	91,100	91,100	91,100	91,100	3.2¢	\$0.45
Total Debt Service	\$2,332,700	\$2,332,700	\$3,101,000	\$4,811,400	\$6,282,700	\$6,958,000		
OPERATING								
Sewer Model Update	44,000	56,700	56,700	56,700	56,700	56,700	0.4¢	\$0.06
Hughesville Package Treatment Plant	0	0	62,800	64,100	65,400	66,700	2.3¢	\$0.33
Contingency Inflation	0	0	0	2,800	5,000	7,100	0.2¢	\$0.03
Total Operating Costs	\$44,000	\$56,700	\$119,500	\$123,600	\$127,100	\$130,500		
Total Cost per Year:	\$2,376,700	\$12,700	\$831,100	\$1,714,500	\$1,474,800	\$678,700	\$2.43	\$34.34
FY16-FY20 Cumulative Cost:		\$12,700	\$843,800	\$2,558,300	\$4,033,100	\$4,711,800		

Required CIP Sewer Rate Adjustment Per Year:

	Prior	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Impact on Rate
Rate Adjustment per Year	\$1.15	0.6¢	23.0¢	46.9¢	39.7¢	17.5¢	\$2.43
Estimated % change due to CIP:		<i>0.1%</i>	<i>3.3%</i>	<i>6.6%</i>	<i>5.2%</i>	<i>2.2%</i>	

SOLID WASTE FUND FIVE-YEAR PLAN

Solid Waste Fund (Landfill Operations):

The County charges a fee per ton to all users disposing solid waste (trash) into the publicly owned and operated 16-acre landfill. The user fee recovers the direct operating cost of waste disposal and provides a capital budget reserve for the construction of the next cell and for future closing costs of the current cell. The Landfill operation has been very unpredictable due to legislative changes that have allowed commercial trash companies to transport waste across State lines. During the mid-to-late 1990's, the change in law provided alternative landfill sites to local trash haulers, which resulted in a reduced waste stream to the County landfill.

The tipping fee is assumed to remain constant at \$70. The FY2016-FY2020 billable tonnage received at the Landfill is estimated to range between 75,121 tons and 78,985 tons. Billable tons exclude tonnage related to items that charge a reduced fee such as tons resulting from the tag-a-bag program. The tag-a-bag program allows an individual to purchase a tag for each trash bag regardless of the weight and is currently set at \$2.00 per tag. It is anticipated that the growth rate in tonnage will equal the population growth of 1.2% to 1.3% in the out years.

Our financial model allows for the fluctuating revenues caused by sharp increase/decrease in waste tons by adjusting the useful life of the landfill, thereby requiring more or less capital budget reserve. A new cell was completed in 2015 and it is estimated that it will be full in FY 2021. The landfill is approximately 50% filled and is currently estimated to last until Fiscal Year 2031.

Fiscal Year:	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	
	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1

Cell 3B & 2B Life Expectancy																	
Cell 4 Life Expectancy																	
Air Space																	

Multi-year planning has allowed us to foresee the funding levels needed for the operating costs and capital construction within the fund. Although unpredictable, the growth rate for trash tons is directly proportional to our population growth rate with the assumption more people create more solid waste. Included in the capital budget reserve are funds for future construction, closure of the landfill cells, and post closure costs for monitoring.

The five-year model takes a conservative view and assumes a slight increase to the current waste stream. The landfill has a healthy Fund Balance which could be used to fund small operating deficits if needed.

	FY 2015 Adopted	FY 2016 Adopted	FY 2017 Estimate	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate
Revenues						
Operating Revenues	\$5,060,800	\$5,511,300	\$5,584,400	\$5,654,500	\$5,724,500	\$5,795,300
Fund Balance Reserves	460,000	0	727,000	681,900	853,100	688,000
Total Revenues	\$5,520,800	\$5,511,300	\$6,311,400	\$6,336,400	\$6,577,600	\$6,483,300
Expenses:						
Operating Expenses	3,050,400	3,081,700	3,173,000	3,286,000	3,397,800	3,528,000
Debt Service:	12,300	18,700	358,400	554,700	617,600	685,000
Capital Outlay	460,000	0	727,000	681,900	853,100	688,000
Equipment Reserve	476,200	570,400	157,800	0	0	0
Capital Fund Reserve	1,521,900	1,840,500	1,895,200	1,951,300	2,008,900	2,068,100
Total Expenses	\$5,520,800	\$5,511,300	\$6,311,400	\$6,473,900	\$6,877,400	\$6,969,100
Surplus/Deficit:	\$0	\$0	\$0	(\$137,500)	(\$299,800)	(\$485,800)

Estimated Annual Tipping Fee		\$0	\$0	\$2	\$2	\$2
Tipping Fee	\$70	\$70	\$70	\$72	\$74	\$76
% rate change	0.0%	0.0%	0.0%	2.9%	2.8%	2.7%

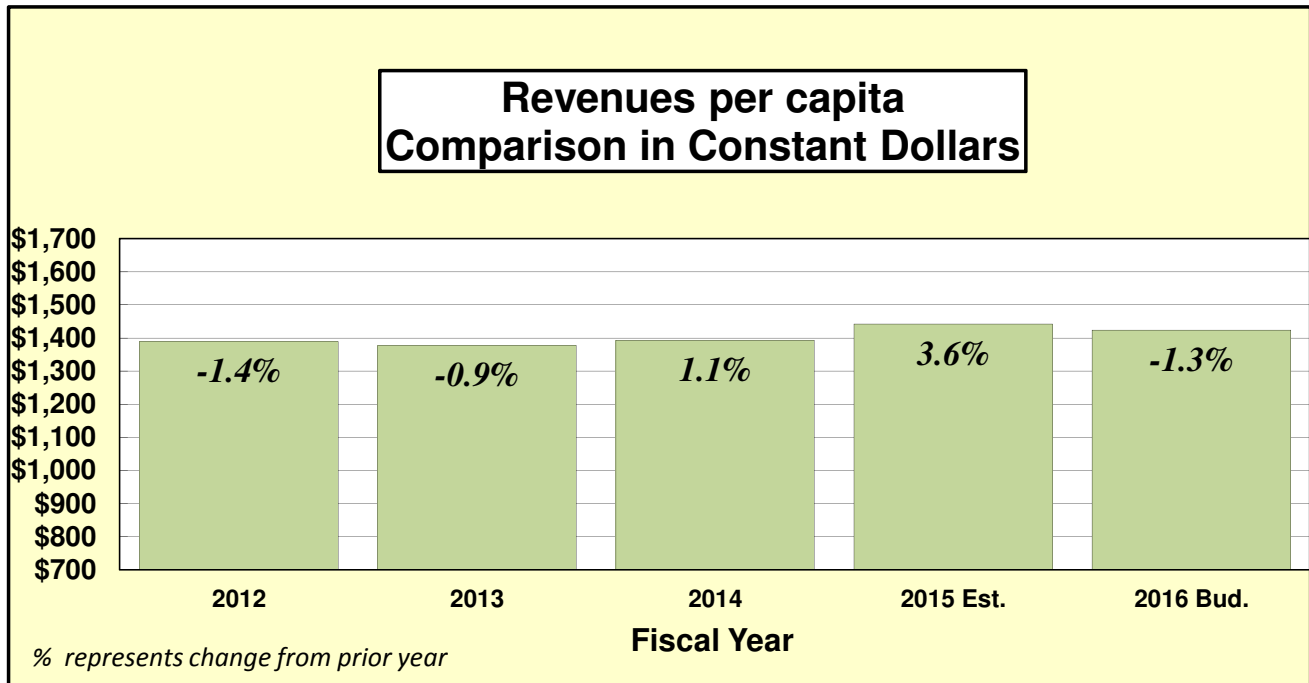
WATERSHED PROTECTION & RESTORATION FUND FIVE-YEAR PLAN

The County's Watershed Protection and Restoration Fund is for implementation of local stormwater management plans and practices, and stream and wetland restoration activities. The fund covers related planning, mapping, monitoring, inspections, enforcement, operations and maintenance, public education and outreach, grants to non-profits, administrative costs, and debt service payments to cover the cost of capital improvements. Revenues to the fund are generated primarily by the Stormwater Remediation Fee, which is charged annually to each improved property within the County and accounts for 73% of revenues. The Stormwater Remediation fee was set at \$43 in FY14 and reduced to \$35 per improved property in FY16 due to a subsidy from the General Fund. The fee is established annually based on the estimated cost of various programs divided by the number of improved properties. Properties within the Town of La Plata are not charged the fee, since the Town has a stormwater fee for similar purposes.

	FY15 Budget	FY16 Budget	FY17 Estimate	FY18 Estimate	FY19 Estimate	FY20 Estimate
Revenues						
Stormwater Remediation Fee	\$2,121,100	\$1,799,800	\$1,822,900	\$1,846,000	\$1,869,100	\$1,892,200
Transfer from General Fund	0	550,000	550,000	550,000	550,000	550,000
Miscellaneous	47,700	50,900	51,800	52,400	53,100	53,700
Fund Balance	0	75,000	0	0	0	0
Total Revenues	\$2,168,800	\$2,475,700	\$2,424,700	\$2,448,400	\$2,472,200	\$2,495,900
Expenses						
Salaries & Fringe	\$316,800	\$307,600	\$313,500	\$324,200	\$341,500	\$354,500
Operating	1,092,100	1,243,400	1,191,600	1,215,300	1,239,500	1,264,100
Contingency	73,700	0	0	0	0	0
Debt	626,200	889,700	1,569,800	2,689,900	3,566,700	4,346,800
Cobb Island Drainage Study CIP	60,000	35,000	0	0	0	0
Total Expenses	\$2,168,800	\$2,475,700	\$3,074,900	\$4,229,400	\$5,147,700	\$5,965,400
Surplus / (Deficit)	\$0	\$0	(\$650,200)	(\$1,781,000)	(\$2,675,500)	(\$3,469,500)
Revenue based on Flat Fee						
per improved property:	\$43	\$35				
\$1 on fee generates approximately:	\$48,834	\$49,327	\$50,161	\$50,831	\$51,501	\$52,171
Estimated Fee:			\$48	\$70	\$87	\$101
Increase over FY 2016 adoption			\$13	\$35	\$52	\$66

A fee increase will be needed in this fund as expenses are anticipated to grow faster than the growth in customer base. Expenditure estimate is based on funding the existing program and includes additional debt service costs related to funding the NDPDES Retrofit capital projects.

REVENUE INDICATOR



Warning Trend:

Decreasing net operating revenues per capita (constant dollars)

Formula:

$$\frac{\text{Gross operating revenues}}{\text{Population}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
Gross operating revenues	\$307,979,739	\$314,916,844	\$327,670,516	\$345,876,540	\$350,785,200
Consumer price index	148.6	151.3	153.9	155.0	157.1
Gross operating revenues (constant dollars)	\$207,188,668	\$208,126,921	\$212,891,258	\$223,178,552	\$223,220,798
Current population	149,130	151,148	152,865	154,749	156,761
Gross operating revenues per capita (constant dollars)	\$1,389	\$1,377	\$1,393	\$1,442	\$1,424

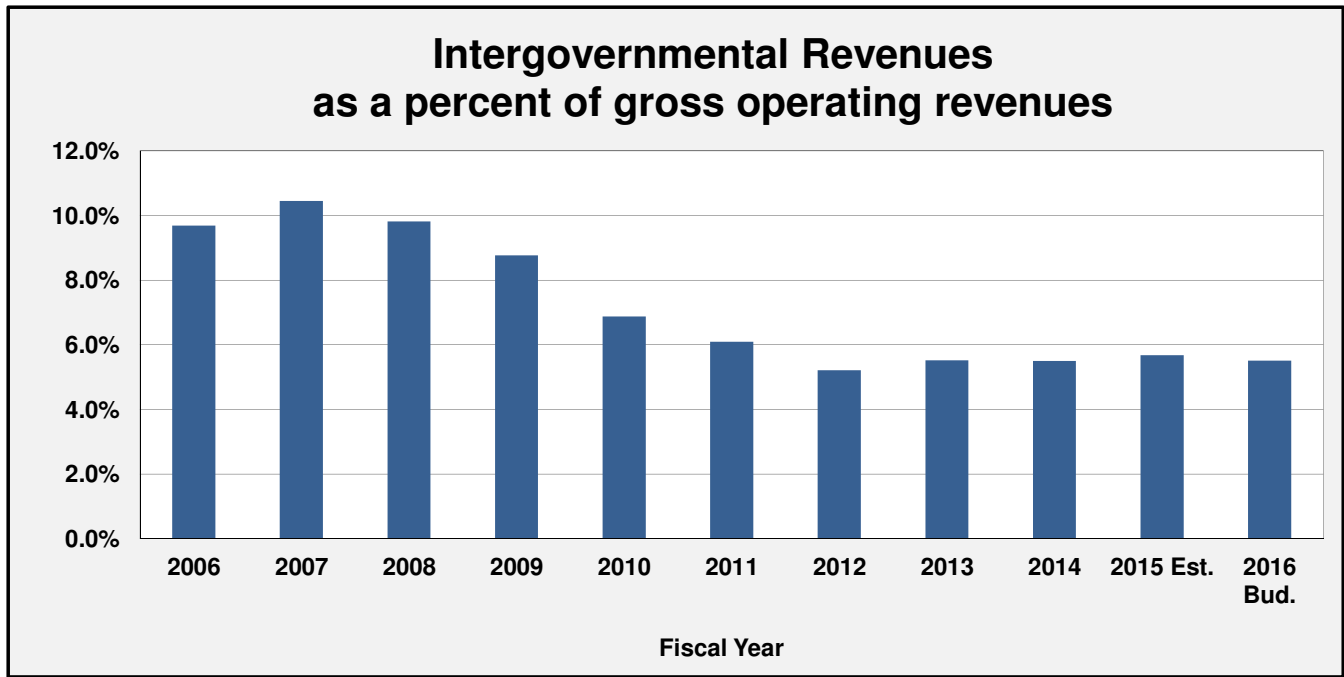
Description:

Examining per capita revenues shows changes in revenues relative to changes in population size and rate of inflation. As population increases, it might be expected that revenues and the need for services would increase proportionately, and therefore, that the level of per capita revenues would remain at least constant in real terms. If per capita revenues are decreasing, the government may be unable to maintain existing service levels unless it finds new revenue sources or ways to save money.

Comments:

Typically, State and Local Governments tend to lag in their own recovery from an economic downturn due to the significant reliance on property and income tax revenues. FY2013 per capita revenue was the low point and the County began to rebound in FY2014. Tax rate increases enacted in FY2014 for both property tax and income tax helped with this rebound.

REVENUE INDICATOR



Warning Trend:

Increasing amount of intergovernmental operating revenues as a percentage of gross operating revenues

Formula:

$$\frac{\text{Intergovernmental operating revenue}^*}{\text{Gross operating revenues}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
Intergovernmental operating revenues*	\$16,942,876	\$18,420,623	\$19,081,226	\$20,821,601	\$20,484,074
Gross operating revenues (General/Special Revenue)	\$324,922,615	\$333,337,467	\$346,751,742	\$366,698,141	\$371,269,274
Intergovernmental operating revenues as percent of gross operating income	5.2%	5.5%	5.5%	5.7%	5.5%

* Intergovernmental operating revenue includes general fund revenue and special revenue funds received to support various grant programs.

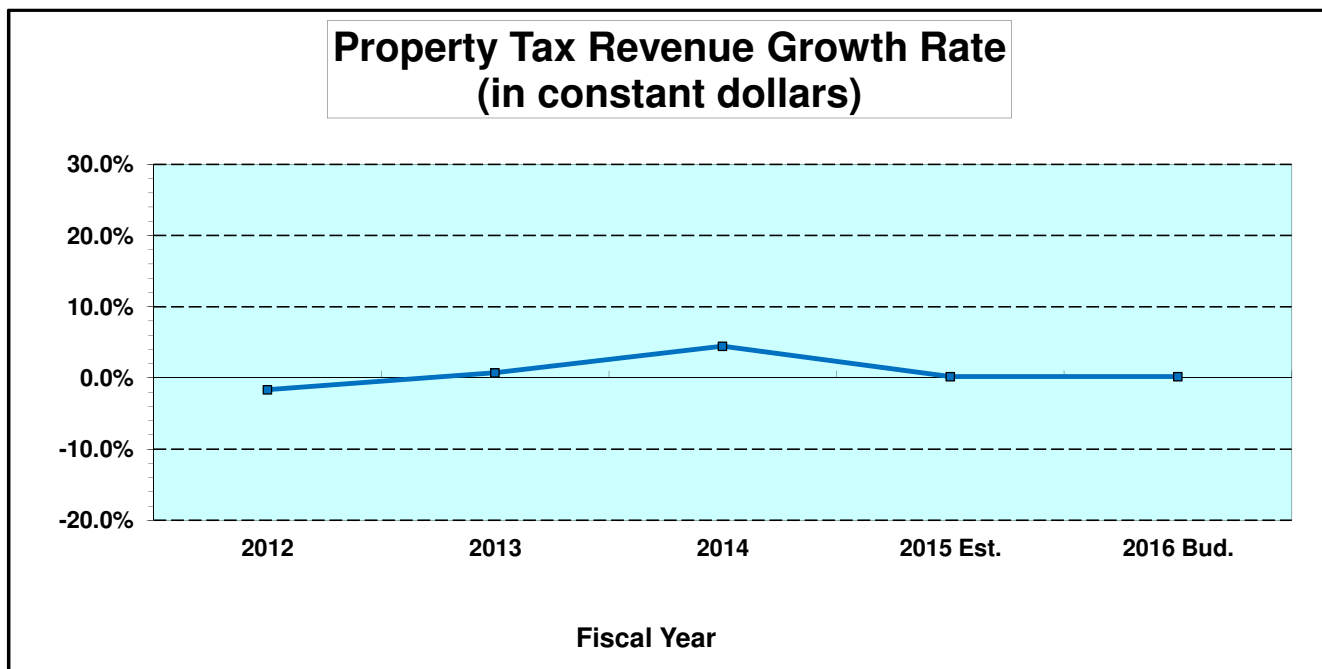
Description:

Intergovernmental revenues (revenues received from another governmental entity) are important because an over dependence on such revenues can be harmful to local jurisdictions and their ability to control revenue flows. The reduction of intergovernmental funds at the discretion of other governments leaves the local governments with the dilemma of cutting programs or funding them from general fund revenues.

Comment:

State budget cuts have significantly reduced the amount of Intergovernmental revenue received by the County. For example Highway User Tax was reduced from approximately \$9 million per year to less than \$500,000 between FY2008 to FY2010. Beginning in FY2013, Highway User Tax was increased to \$900,000. Intergovernmental operating revenues as percent of gross operating income has ranged between 5-6% for the past five years.

REVENUE INDICATOR



Warning Trend:

Decline in property tax revenues (constant dollars)

Formula:

$$\frac{\text{Property Tax revenues}}{\text{(constant dollars)}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
Property Tax Revenues	\$183,892,784	\$188,561,693	\$200,342,806	\$202,075,700	\$205,278,400
Consumer price index	148.6	151.3	153.9	155.0	157.1
Property Tax Revenue in constant dollars	\$123,711,063	\$124,619,452	\$130,164,998	\$130,390,347	\$130,628,111
Growth rate in constant dollars	-1.6%	0.7%	4.4%	0.2%	0.2%

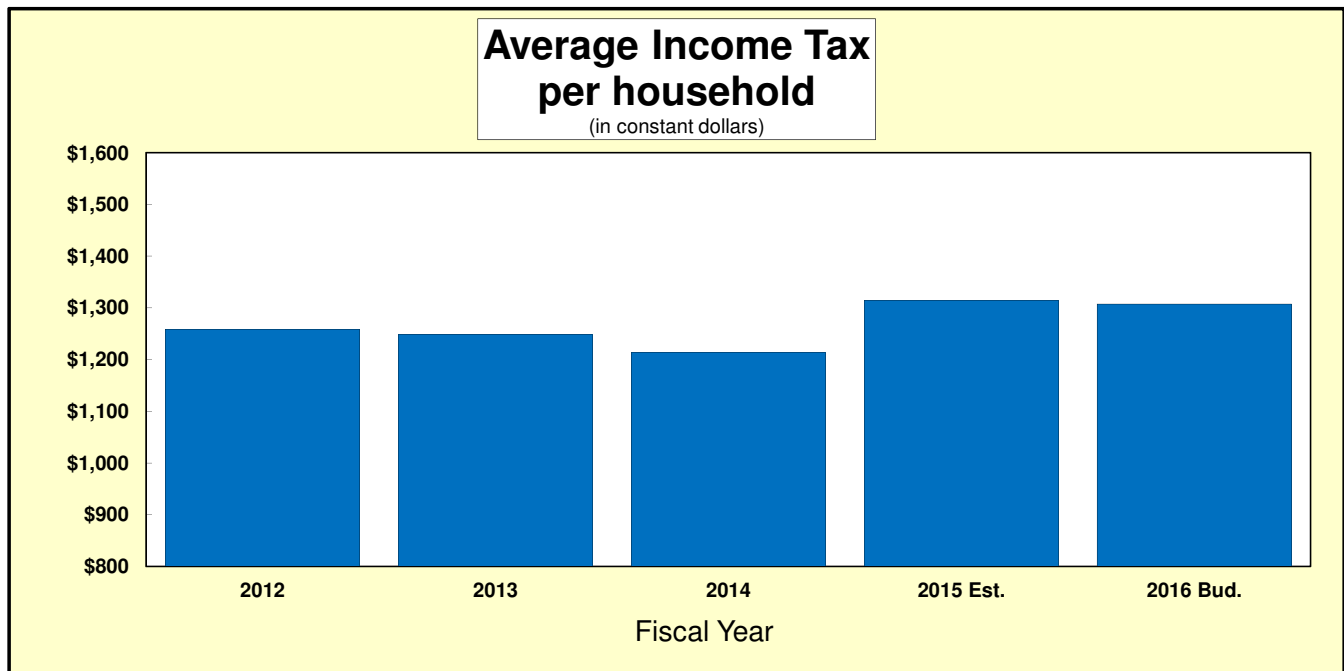
Description:

Property tax revenue should be considered separately from other revenue because it is the primary revenue source. A decline or diminished growth rate in property taxes may be a result of overall decline in property value, default in property tax payment, or inefficient assessment.

Comment:

The housing market decline has resulted in a lower rate of growth in property tax revenue for FY2010 - FY2012. Growth rate increases in FY2013 and FY2014 are primarily due to property tax increases. Property taxes were not raised in FY2015 and property tax revenues are estimated to increase \$2 million mainly due to a PILOT program with a power plant. Tax rates remained constant in FY2016 and a small growth in revenues is due to increased assessments.

REVENUE INDICATOR



Warning Trend:

Decline in income tax revenues (constant dollars)

Formula:

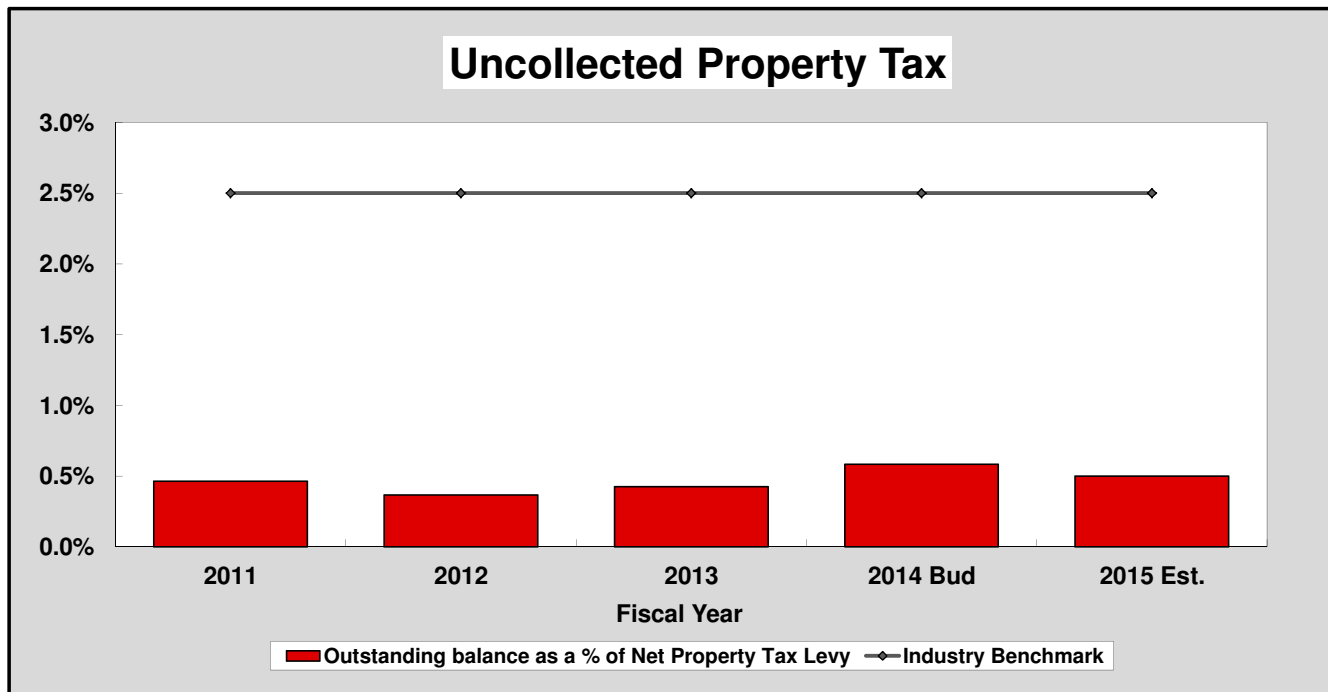
$$\frac{\text{Income Tax Revenues (constant dollars)}}{\text{Number of Households}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
Income Tax Revenues	\$97,179,582	\$99,440,598	\$99,513,353	\$109,535,700	\$111,931,000
Consumer price index	148.6	151.3	153.9	155.0	157.1
Income Tax Revenue (in constant dollars)	\$65,376,080	\$65,719,779	\$64,654,956	\$70,678,453	\$71,226,857
Households	51,953	52,666	53,285	53,773	54,472
Avg. Income Tax per Household (in constant dollars)	\$1,258	\$1,248	\$1,213	\$1,314	\$1,308

Comment:

Income tax revenue continues to increase compared to the average income tax per household. The income tax rate increased by 4.5% in January 2014, so the full year impact was not realized until FY2015.

REVENUE INDICATOR



Warning Trend:

Increasing amount of uncollected property tax as a percentage of net property tax levy

Formula:

$$\frac{\text{Uncollected property tax}}{\text{Net Property Tax levy}}$$

Fiscal Year:	2011	2012	2013	2014 Bud	2015 Est.
Net Property Tax Levy	\$197,305,606	\$190,760,517	\$192,660,818	\$202,699,932	\$202,075,700
Current year tax levy outstanding at year end	\$912,210	\$698,300	\$818,101	\$1,182,617	\$1,010,379
Outstanding balance as a % of Net Property Tax Levy	0.5%	0.4%	0.4%	0.6%	0.5%

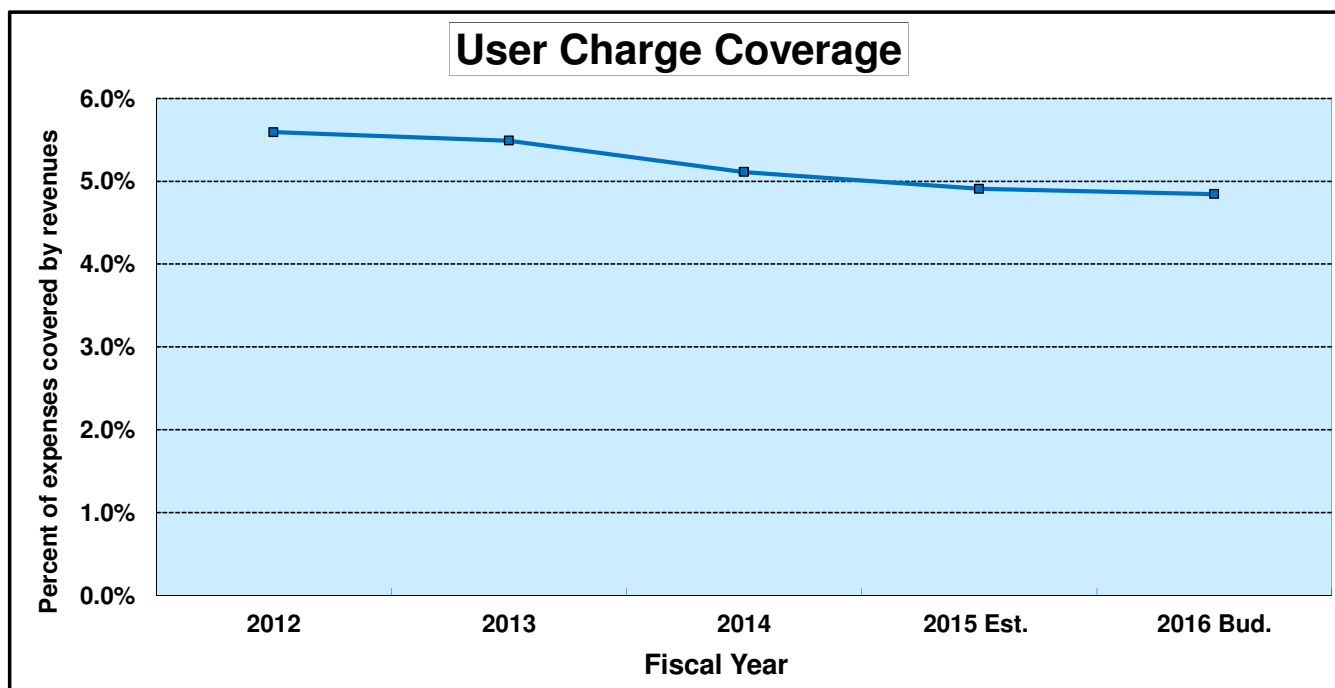
Description:

Each year, a percentage of property tax owners are unable to pay property taxes. If the percentage increases over time, it may indicate overall decline in the local governments economic health. Additionally, as uncollected property taxes rise, liquid is decreased and there is less cash on hand to pay bills or invest.

Comment:

The County's ability to conduct tax sales and assess liens coupled with the ability of the majority of its citizens to pay for the tax levy are the most significant factors contributing to an excellent collection rate. Uncollected property tax revenue has ranged from .4% to .6% in recent years which is well below the industry benchmark.

REVENUE INDICATOR



Warning Trend:

Decreasing revenues from user charges as a percent of total expenditures for related service

Formula:

$$\frac{\text{Revenues from User Charges}}{\text{Expenses for Related Services}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
General Fund License & Permit/ Service Fee Revenue	\$6,774,624	\$6,745,676	\$6,889,812	\$7,023,300	\$7,270,600
General Fund Expense (excl. transfers & debt service)	\$121,169,835	\$122,898,198	\$134,788,528	\$143,102,260	\$150,132,700
Percent of expenses covered by revenues	5.6%	5.5%	5.1%	4.9%	4.8%

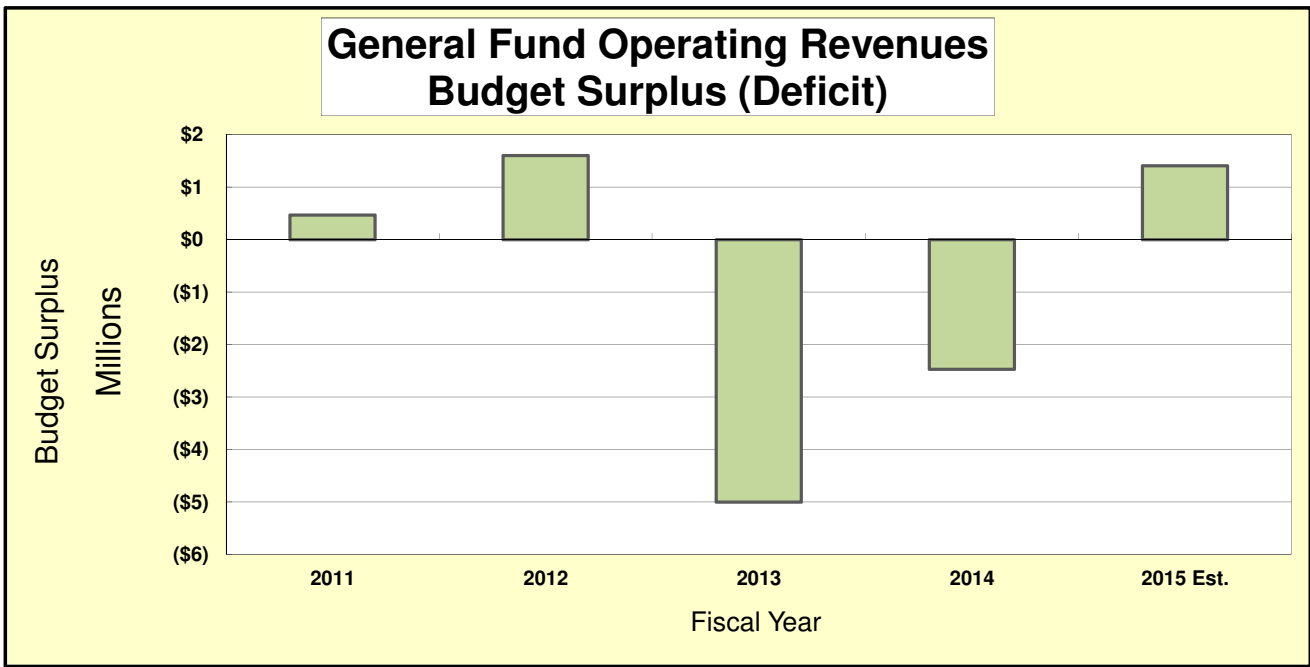
Description:

The term user charge coverage refers to whether fees and charges cover the entire cost of providing a service. This indicator focuses only on general fund programs and not on enterprise or special revenue fund services. As coverage declines, the burden on other revenues to support the services increases. This indicator helps to point out if inflation or other factors have eroded the user charge coverage.

Comment:

User fee revenue typically supports various programs ranging from planning and zoning to parks and recreation. The County Commissioners review fees during the annual budgetary process in order to maintain a level funding source for associated programs. The decline in the percent of expenses covered by user fee revenues is directly due to government costs not subject to program fees, such as Education and Public Safety.

REVENUE INDICATOR



Warning Trend:

Increase in revenue shortfalls as a % of actual operating revenues

Formula:

$$\frac{\text{Revenue Shortfalls}}{\text{Gross Operating Revenue}}$$

Fiscal Year:	2011	2012	2013	2014	2015 Est.
Actual Gross Operating Revenues	\$298,392,949	\$307,979,739	\$314,916,844	\$327,670,516	\$345,876,540
Amended Budgeted Operating Revenues	\$297,923,530	\$306,380,350	\$319,919,530	\$330,143,610	\$344,470,220
Revenue (Shortfall)/Surplus	\$469,419	\$1,599,389	(\$5,002,686)	(\$2,473,094)	\$1,406,320
Revenue Variance as a % of Gross Operating Revenues	0.2%	0.5%	-1.6%	-0.8%	0.4%

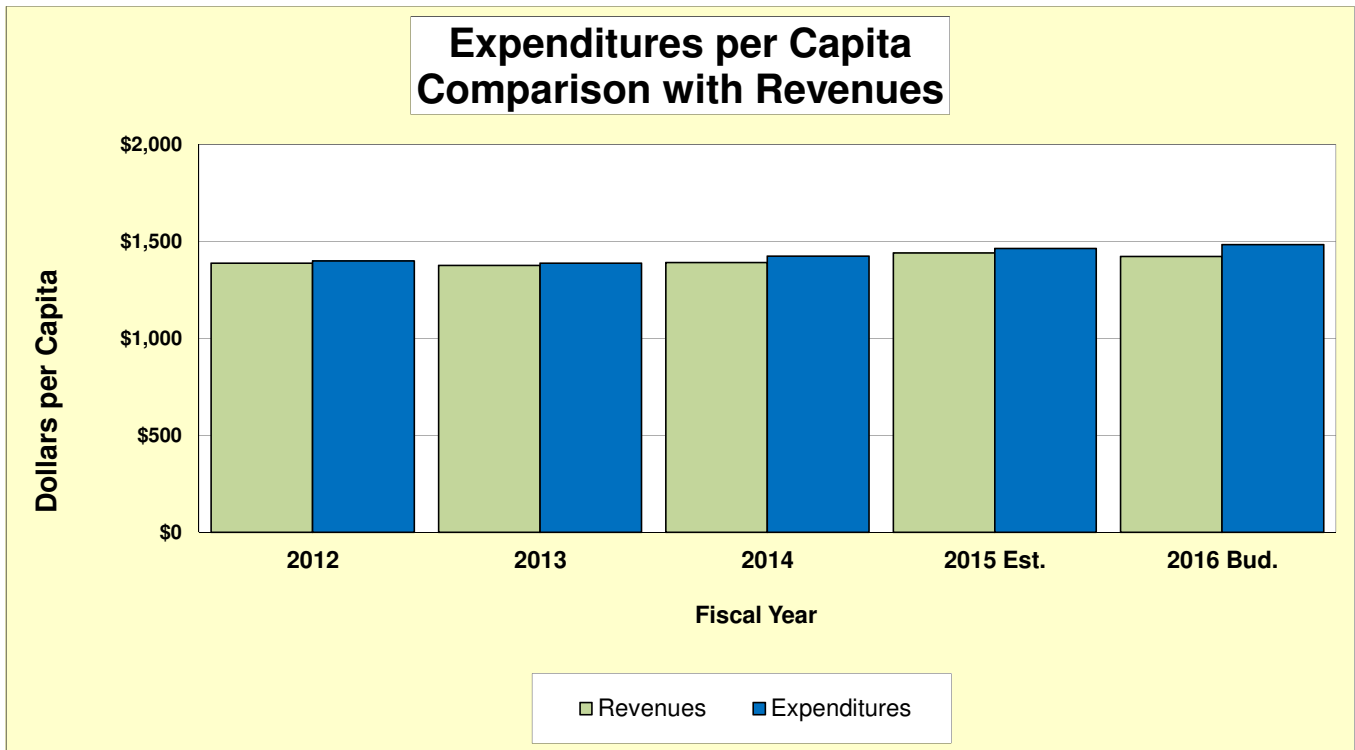
Description:

This indicator examines the differences between revenue estimates and revenues actually received during the fiscal year. Major discrepancies that continue year after year can indicate a declining economy, inefficient collection procedures, or inaccurate estimating techniques. If revenue shortfalls are increasing in frequency or size, a detailed analysis of each revenue should be made to pinpoint the source.

Comment:

Nearly half of the revenue budget shortfall for FY2013 is due to a delay with a major power plant project which included an upfront payment that was deferred to a later year. The FY2014 shortfall is due mainly to Income Tax revenues performing lower than anticipated. Fiscal Year 2015 is currently estimated to end the year greater than budget due primarily to Recordation Tax revenues exceeding expectations.

REVENUE & EXPENDITURE INDICATOR



Warning Trend:

Increasing net operating expenditures per capita (constant dollars)

Formula:

$$\frac{\text{Net operating \& transfers (constant dollars)}}{\text{Population}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
Net operating expenditures and transfers	\$310,275,225	\$317,716,633	\$335,440,222	\$351,175,700	\$365,582,800
Consumer price index	148.6	151.3	153.9	155.0	157.1
Constant dollar expenditures	\$208,732,921	\$209,977,287	\$217,939,325	\$226,597,861	\$232,637,193
Per capita expenditures (constant dollars)	\$1,400	\$1,389	\$1,426	\$1,464	\$1,484
Gross operating revenues per capita	\$1,389	\$1,377	\$1,393	\$1,442	\$1,424
Estimated population	149,130	151,148	152,865	154,749	156,761
Estimated households	51,953	52,666	53,285	53,773	54,472
Household per capita expenditures	\$4,018	\$3,987	\$4,090	\$4,214	\$4,271

Description:

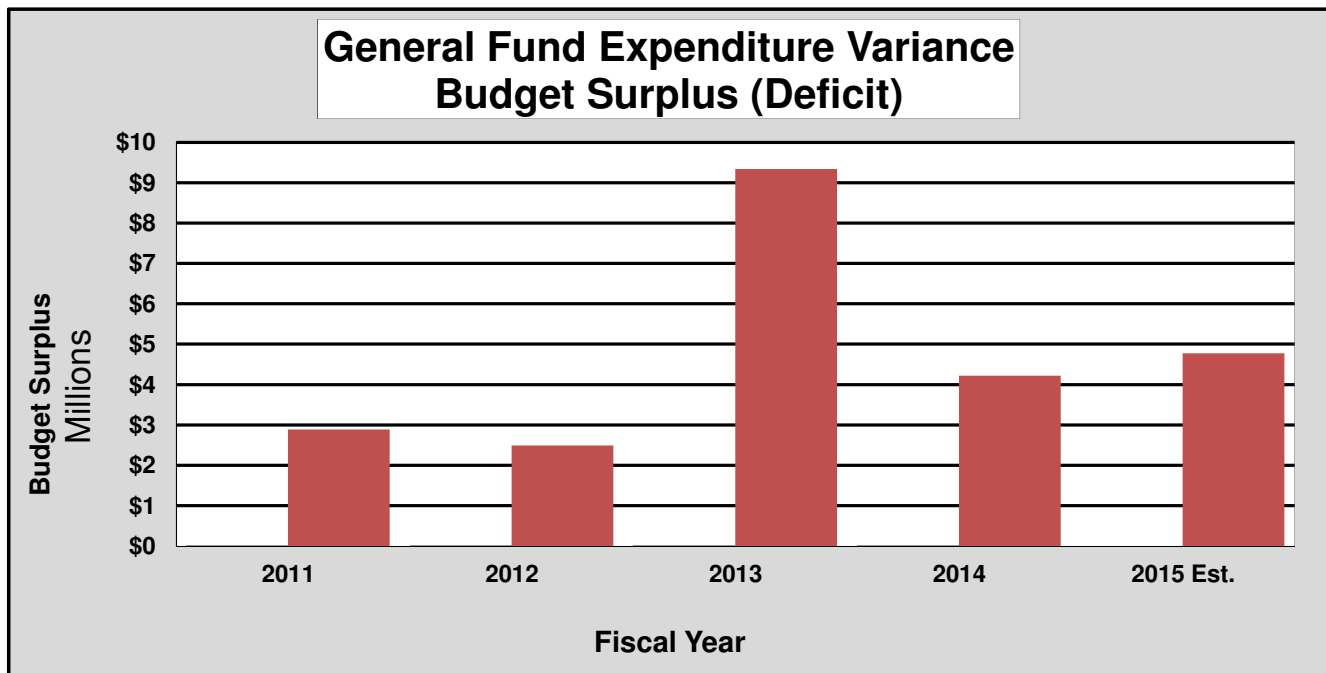
Changes in per capita expenditures reflect changes in expenditures relative to changes in population. Increasing per capita expenditures can indicate that the cost of providing services is outstripping the community's ability to pay, especially, if spending is increasing faster than the residents' collective personal income.

From a different perspective, if the increase in spending is greater than can be accounted for by inflation or the addition of new services, it may indicate declining productivity - that is, that the government is spending more real dollars to support the same level of services.

Comment:

Fiscal Year 2013 represents the fifth consecutive year of declining household per capita expenditures. A slight increase occurred in FY2014 and should budget estimates hold steady this should continue in FY2015 and FY2016.

EXPENDITURE INDICATOR



Formula:

$$\frac{\text{Expenditure Shortfalls}}{\text{Gross Operating Expenditure}}$$

Fiscal Year:	2011	2012	2013	2014	2015 Est.
Actual Expenditures	\$304,788,500	\$311,567,139	\$318,133,842	\$335,440,222	\$351,175,700
Amended Budgeted Expenditures	\$307,679,530	\$314,060,470	\$327,475,160	\$339,660,600	\$355,948,330
Budget Surplus/(Deficit)	\$2,891,030	\$2,493,331	\$9,341,318	\$4,220,378	\$4,772,630
Expenditure Variance as a % of Budget	0.94%	0.79%	2.85%	1.24%	1.34%

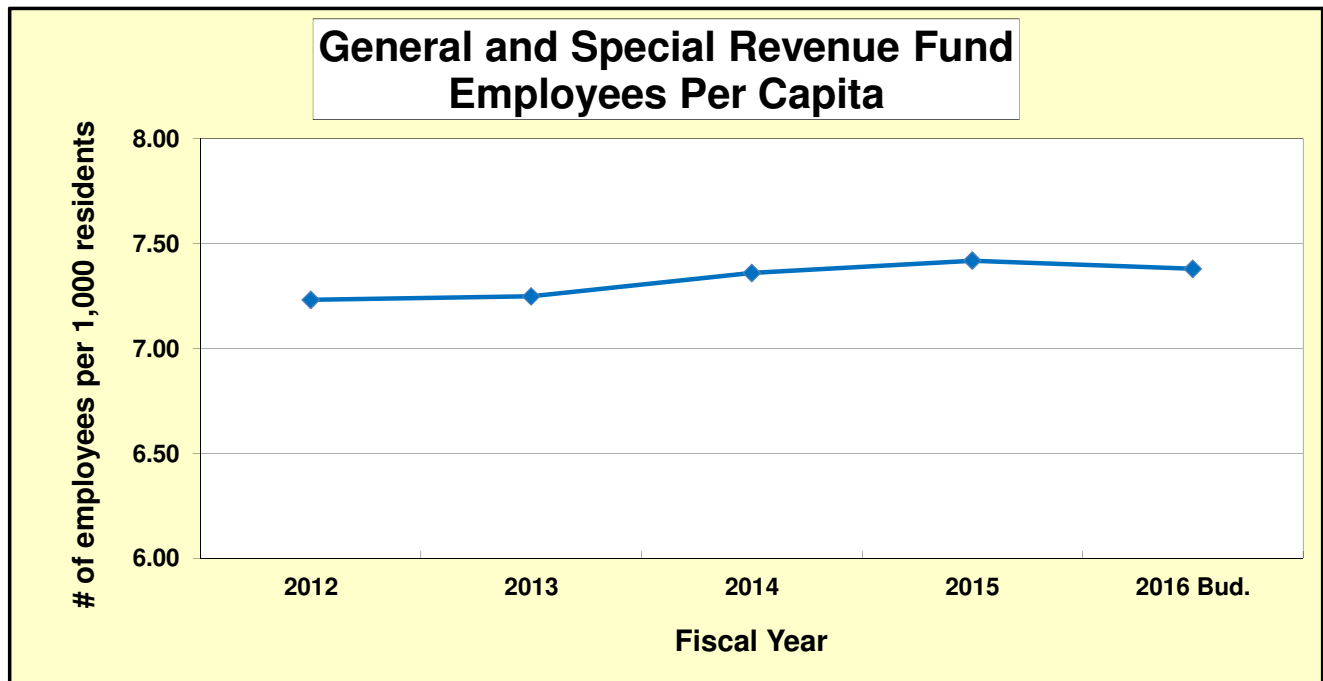
Description:

This indicator examines the differences between expenditure estimates and expenditures actually incurred during the fiscal year.

Comment:

Budget surpluses in FY2011, FY2012, FY2013, and FY2015 were generated by a general overall under spending of operating budgets without specific budget actions required. The budget was amended in FY2014 due to an anticipated revenue shortfall in Income Tax revenue. In addition to this budget action, conservation was encouraged and resulted in an estimated budget surplus of \$4.2 million.

EXPENDITURE INDICATOR



Warning Trend:

Increasing number of employees per capita

Formula:

$$\frac{\# \text{ of general \& special revenue fund employees}}{\text{Population}}$$

Fiscal Year:	2012	2013	2014	2015	2016 Bud.
Number of Full Time Employees*	1,078	1,096	1,125	1,148	1,157
Population	149,130	151,148	152,865	154,749	156,761
# of County employees per capita	0.0072	0.0072	0.0074	0.0074	0.0074

* excludes Enterprise funded positions which are self-supporting.

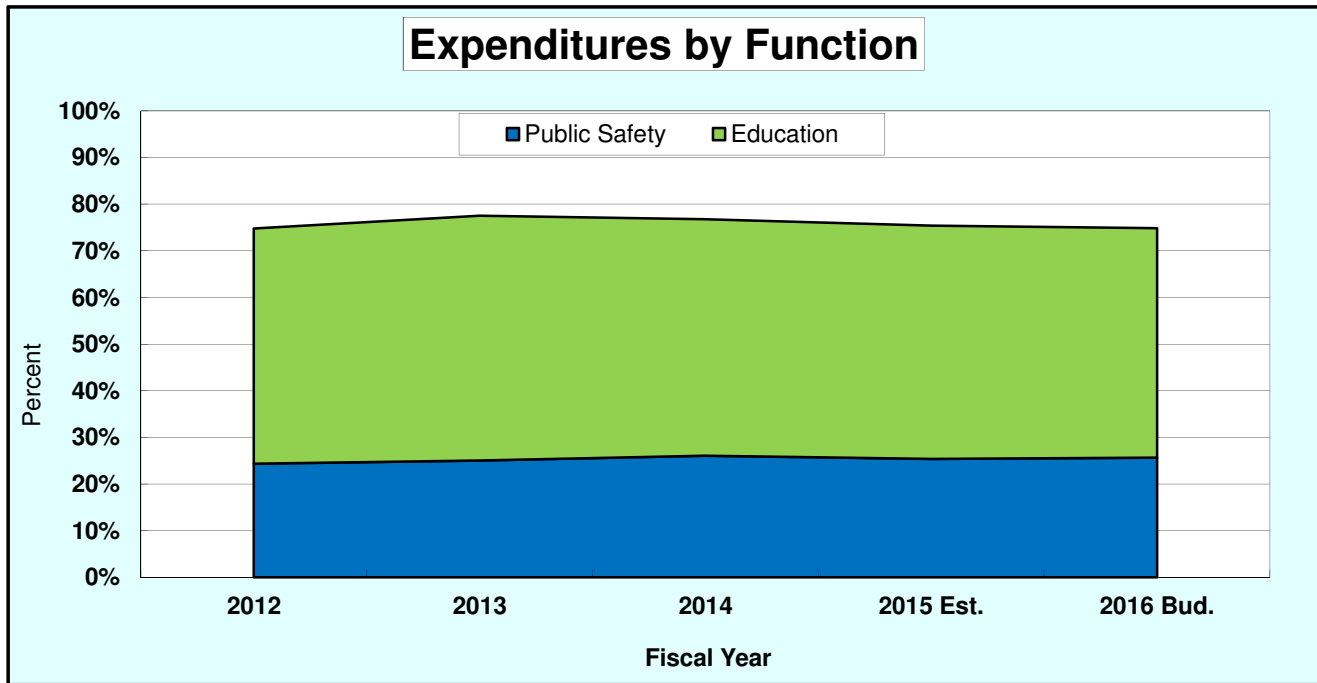
Description:

Personnel costs are a major portion of a local government's operating budget, therefore, tracking changes in the number of employees per capita is a good way to measure changes in expenditures. An increase in employees per capita might indicate that expenditures are rising faster than revenues, that the government is becoming more labor intensive, or that personnel productivity is declining.

Comment:

In preparation of the FY2011 budget and considering two fiscal years of declining State-aid, the County Government was down-sized to accommodate the new lower revenue sources available. An early retirement incentive program resulted in 44 retirees. Few layoffs were experienced. Staffing in key areas such as Public Safety and the State's Attorney's Office have seen increased staffing in recent years.

EXPENDITURE INDICATOR



Warning Trend:

Increasing operating expenditures for one function as a percentage of total net operating expenditures

Formula:

$$\frac{\text{Operating expenditures per function}}{\text{Total net operating expenditures}}$$

Fiscal Year	2012	2013	2014	2015 Est.	2016 Bud.
General Government	\$18,234,144	\$20,194,535	\$21,349,043	\$29,206,860	\$30,613,700
% of Total Funds	5.9%	6.3%	6.4%	8.3%	8.4%
Public Safety	\$75,982,778	\$79,582,474	\$87,355,519	\$89,185,730	\$93,872,300
% of Total Funds	24.4%	25.0%	26.0%	25.4%	25.7%
Planning & Growth Management	\$2,391,227	\$2,426,277	\$2,706,818	\$2,718,000	\$2,799,200
% of Total Funds	0.8%	0.8%	0.8%	0.8%	0.8%
Health & Social Services	\$4,187,990	\$3,681,750	\$3,067,197	\$3,071,500	\$3,140,600
% of Total Funds	1.3%	1.2%	0.9%	0.9%	0.9%
Community Services	\$5,472,245	\$5,888,093	\$6,217,419	\$6,598,800	\$7,410,500
% of Total Funds	1.8%	1.9%	1.9%	1.9%	2.0%
Education	\$156,938,747	\$167,007,793	\$170,238,686	\$175,592,100	\$179,848,600
% of Total Funds	50.4%	52.5%	50.8%	50.0%	49.2%
Public Works	\$15,550,813	\$16,024,421	\$19,463,695	\$18,450,540	\$19,081,400
% of Total Funds	5.0%	5.0%	5.8%	5.3%	5.2%
Debt Service	\$25,146,629	\$20,563,942	\$20,587,087	\$21,860,500	\$23,871,100
% of Total Funds	8.1%	6.5%	6.1%	6.2%	6.5%
Capital Projects	\$5,604,781	\$1,101,190	\$1,267,391	\$918,170	\$1,646,900
% of Total Funds	1.8%	0.3%	0.4%	0.3%	0.5%
Other	\$2,057,785	\$1,663,368	\$3,187,367	\$3,573,500	\$3,398,500
% of Total Funds	0.7%	0.5%	1.0%	1.0%	0.9%
Total Funds:	\$311,567,139	\$318,133,842	\$335,440,222	\$351,175,700	\$365,682,800

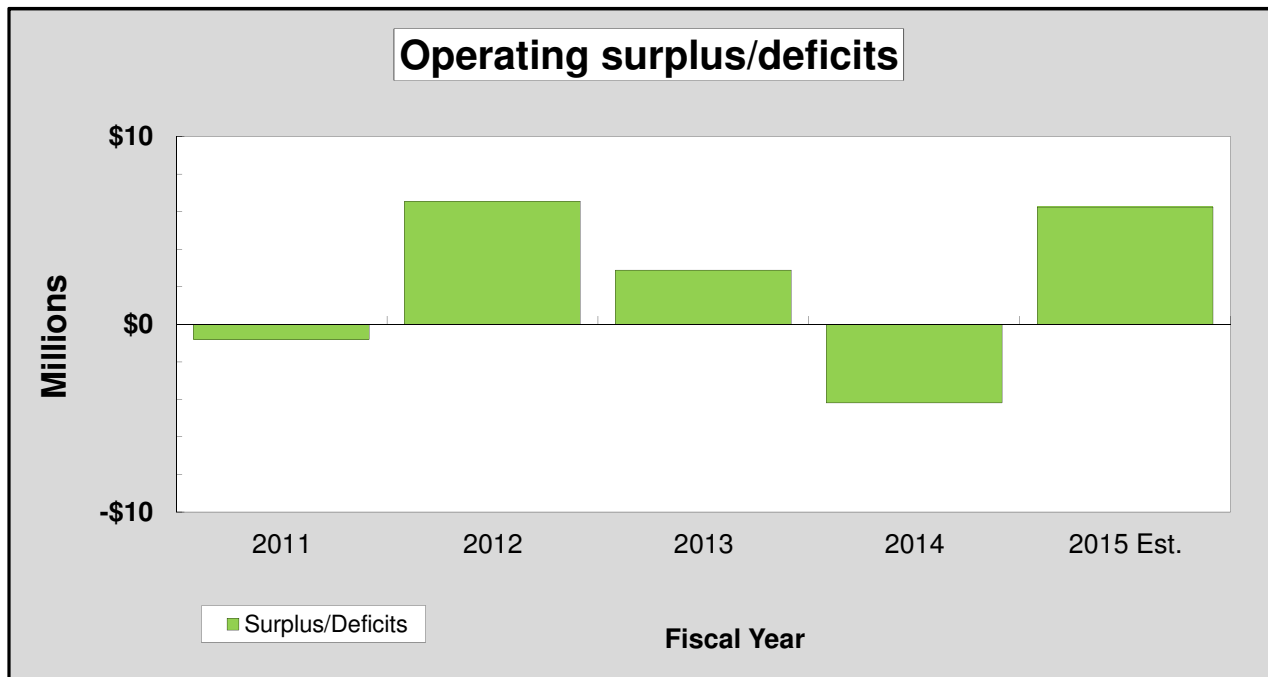
Description:

Expenditures by function represents the cost of government services by program. Often times it also an indicator of the priority level of the government.

Comments:

The County's top two priorities, Education and Public Safety, receive the largest share of the County dollar.

OPERATING POSITION INDICATOR



Warning Trend:

Increasing general fund operating deficits as a % of operating revenues.

Formula:
$$\frac{\text{Operating Surplus (Deficit)}}{\text{Operating Revenues}}$$

Fiscal Year:	2011	2012	2013	2014	2015 Est.
General fund operating deficits/surplus	(\$800,872)	\$6,554,396	\$2,880,457	(\$4,179,607)	\$6,242,040
Gross operating revenues	\$298,392,949	\$307,979,739	\$314,916,844	\$327,670,516	\$345,876,540
General Fund operating surplus/deficits as a % of operating revenues	-0.3%	2.1%	0.9%	-1.3%	1.8%

Description:

An operating deficit occurs when current expenditures exceed current revenues. This may not mean that the budget will be out of balance ("budget deficit"), because reserves ("fund balances") from prior years can be used to cover the difference. It does mean, however, that during the current year, the government is spending more than it is receiving. This may be caused by an emergency (such as a natural catastrophe) requiring a large immediate expenditure, or the spending pattern may be part of a policy to use accumulated surplus fund balances. An operating deficit in any one year may not be cause for concern, but frequent and increasing deficits can indicate that the current revenues are not supporting current expenditures and that serious problems may lie ahead.

Budgetary analysis does not always reveal operating deficits because they can be temporarily financed by short-term loans or by accounting transactions that, for example, inappropriately accrue future revenues or transfer surplus fund balances from other funds. An analyst looking for operating deficits should consider each fund separately, so that a surplus in one fund cannot hide a deficit in another. Analyzing funds separately also helps to pinpoint emerging problems.

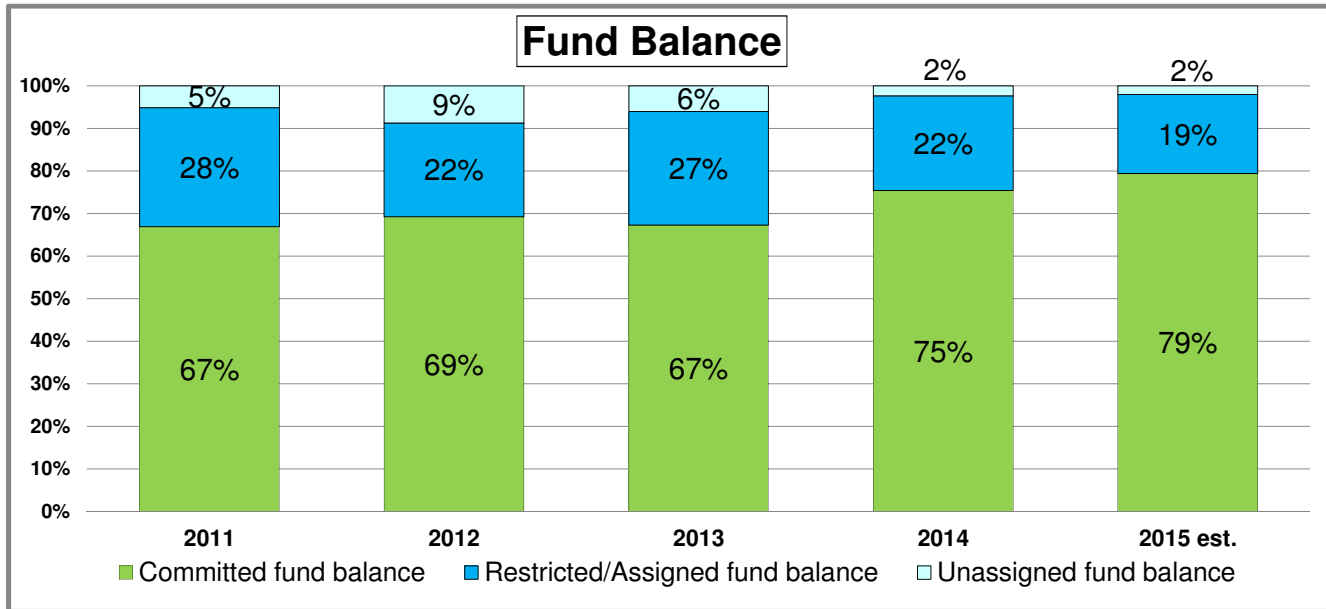
CREDIT INDUSTRY BENCHMARKS- A credit-rating firm would regard a current-year operating deficit as a minor warning signal; funding practices and the reasons for the deficit would be carefully assessed before it would be considered a negative factor. The following situations, however, would be given considerably more attention and would probably be considered negative factors:

- (2) consecutive years of operating fund deficits
- An operating fund deficit in (2) of the last (5) years or greater than that of the previous year

Comment:

In general, operating deficits have occurred as a result of a planned use of fund balance to re-invest prior years' surpluses back into government services and equipment. An appropriation of \$8.5 million from fund balance reserves for FY2011 was negated by budget surpluses from both revenues and expenditures. For FY2012 a budget surplus of \$6.6 million was primarily due to a \$4 million sale of surplus land. The FY2013 amended budget included the use of \$5.5 million, which was offset by expense savings. The FY2014 amended budget included the use of \$5.9 million in fund balance which was partially offset with expenditure savings. The FY2015 estimated surplus is due mainly to the receipt of \$3.9 million in Bond Premium as well as expenditure savings.

OPERATING POSITION INDICATOR



Warning Trend:

Declining unreserved fund balances as a % of net operating revenues

Formula:

$$\frac{\text{Unassigned Fund Balance}}{\text{Gross operating revenues}}$$

Fiscal Year:	2011	2012	2013	2014	2015 est.
Total fund balance	\$40,384,301	\$45,506,927	\$48,387,384	\$44,207,777	\$50,449,817
Committed fund balances	\$27,022,596	\$31,526,041	\$32,556,833	\$33,350,360	\$40,060,121
Restricted/Assigned fund balances	\$11,311,629	\$10,021,861	\$12,933,171	\$9,835,022	\$9,367,301
Unassigned fund balances	\$2,050,076	\$3,959,025	\$2,897,380	\$1,022,395	\$1,022,395
Gross operating revenues *	\$298,392,949	\$307,979,739	\$314,916,844	\$327,670,516	\$345,876,540
General Fund Total Fund Balance as a % of operating revenues & transfers	13.5%	14.8%	15.4%	13.5%	14.6%
General Fund Unassigned Fund Balance as a % of operating revenues	0.7%	1.3%	0.9%	0.3%	0.3%

Description:

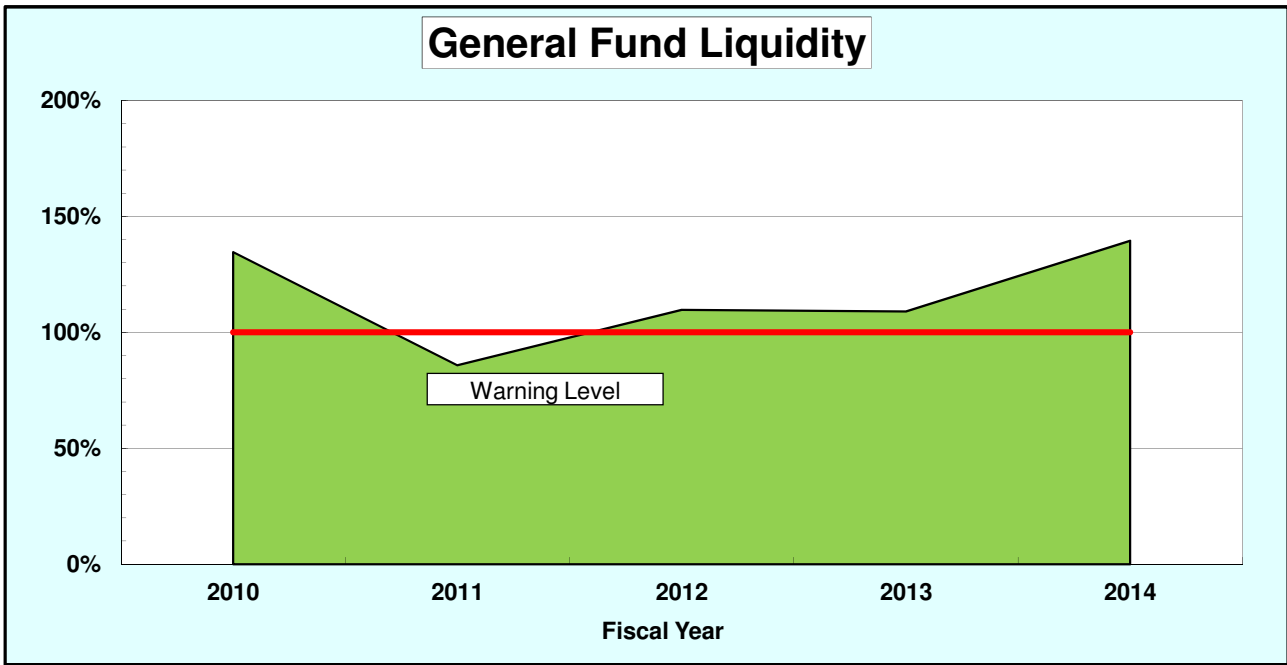
The size of a local government's fund balances can affect its ability to withstand financial emergencies. It can affect its ability to accumulate funds for capital purchases without having to borrow. Nonspecific or general reserves are usually carried on the books as an unreserved fund balance. The fund balance, however is not synonymous with available for appropriation. An unplanned decline in fund balance may mean that the government will be unable to meet a future need.

Comments:

The County has a policy of maintaining fund balance at a minimum of 8% of operating revenues, reflected in the Committed fund balance section. As the operating revenues increase so has the Committed Fund Balance. The County has slowly but intentionally drawn from its Assigned/Restricted Fund Balance over the years to fund one-time costs and absorb revenue shortfalls.

* excludes extraordinary income from storm events

OPERATING POSITION INDICATOR



Warning Trend:

Decreasing amount of cash and short-term investments as a percentage of current liabilities

Formula:

$$\frac{\text{Cash and Short-term Investments}}{\text{Current Liabilities}}$$

Fiscal Year:	2010	2011	2012	2013	2014
Cash and Short Term Investments	\$103,663,739	\$73,892,718	\$103,218,069	\$120,106,784	\$96,824,805
Current Liabilities (excludes unearned revenues)	\$77,005,692	\$86,120,814	\$94,101,613	\$110,174,247	\$69,411,425
Cash and Short-term Investments as a percentage of Current Liabilities	134.6%	85.8%	109.7%	109.0%	139.5%

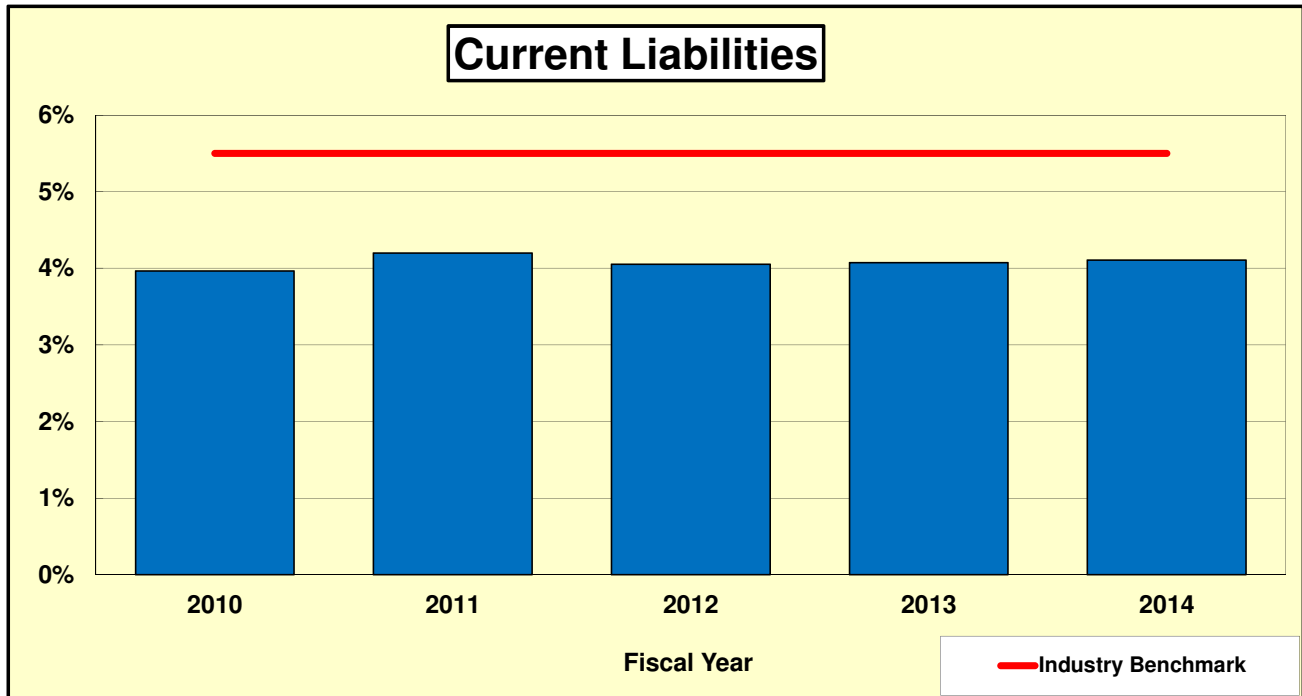
Description:

A good measure of a local government's short-term financial condition is its cash position. Cash position, which includes cash on hand and in the bank, as well as, other assets that can be easily converted to cash, determines a government's ability to pay its short-term obligations. Low or declining liquidity can indicate that a government has overextended itself in the long term.

Comment:

The County typically issues general obligation bonds each year to finance its Capital Improvement Program. For FY2011, the bond issue was deferred until July 2011 (FY2012). The effect of the deferral resulted in a lower than normal year-end cash balance and temporarily dropped the ratio of cash below Current Liabilities.

DEBT INDICATOR



Warning Trend:

Increasing current liabilities at the end of the year as a percentage of net operating revenues

Formula:

$$\frac{\text{Current liabilities}}{\text{Gross operating revenues}}$$

Fiscal Year:	2010	2011	2012	2013	2014
Current liabilities *	\$11,467,851	\$12,528,201	\$12,481,160	\$12,826,279	\$13,453,566
Gross Operating Revenues	\$289,127,990	\$298,392,949	\$307,979,739	\$314,916,844	\$327,670,516
Current liabilities as a percentage of operating revenues	4.0%	4.2%	4.1%	4.1%	4.1%

* excludes unearned revenues and amounts due other funds considered long term in nature.

Description:

Current liabilities are defined as the sum of all liabilities due at the end of the fiscal year, including short-term debt, all accounts payable, accrued liabilities, and other current liabilities. A major component of current liabilities may be short-term debt in the form of tax or bond anticipation notes.

Although short-term borrowing is an accepted way to deal with uneven cash flows, an increasing amount of short term debt outstanding at the end of successive years can indicate liquidity problems, deficit spending, or both.

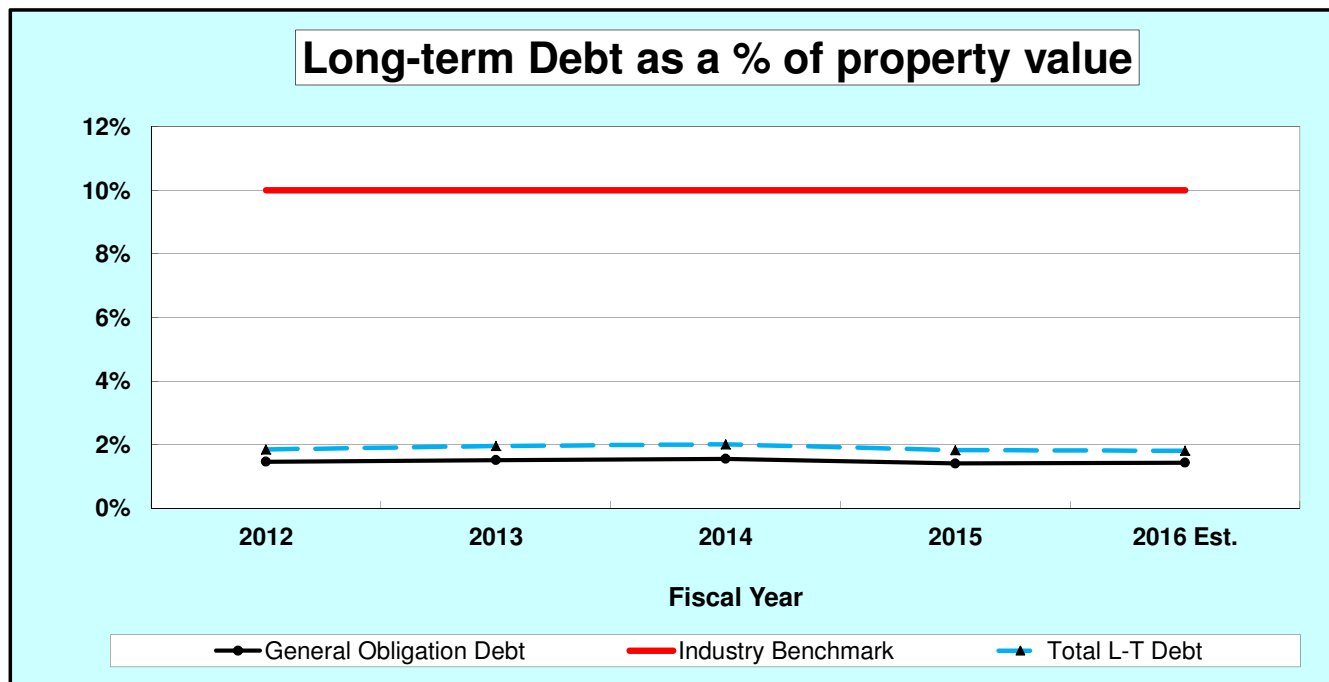
Credit industry benchmarks:

The credit industry considers the following situations negative factors: (1) Short-term debt outstanding at the end of the year exceeding 5 percent of operating revenues including tax anticipation notes (TAN's), but excluding bond anticipation notes (BAN's), and (2) a two-year trend of increasing short-term debt outstanding at the end of the fiscal year (including TANs).

Comment:

Beginning in FY2010, the County established a deferred liability account due to the uncertainty of tax bills that are under appeal by a major commercial taxpayer. Once the appeals are resolved the liability account should be adjusted downward.

DEBT INDICATOR



Warning Trend:

Increasing net direct long-term debt as a % of assessed valuation.

Formula:

$$\frac{\text{Long-Term Debt}}{\text{Assessed Valuation of Property}}$$

Fiscal Year:	2012	2013	2014	2015	2016 Est.
General Obligation Long -Term Debt	\$259,051,233	\$255,572,995	\$256,153,979	\$232,406,642	\$240,108,974
Total Long-term Debt	\$327,005,002	\$330,421,161	\$331,450,002	\$301,485,002	\$302,860,001
Assessed Valuation	\$17,662,354,499	\$16,855,700,814	\$16,441,435,644	\$16,456,245,625	\$16,707,289,305
Debt as a % of Assessed Valuation:					
General Obligation Debt	1.5%	1.5%	1.6%	1.4%	1.4%
Total Debt Outstanding	1.9%	2.0%	2.0%	1.8%	1.8%
Increase/(decrease) from prior year:					
Ratio of General Obligation Debt to Assessed Value	-1.7%	3.4%	2.8%	-9.4%	1.8%
Ratio of Total Debt to Assessed Value	0.8%	5.9%	2.8%	-9.1%	-1.1%

Description:

An increase in net direct bonded long-term debt as a percentage of assessed valuation can mean that the government's ability to repay is diminishing - especially when the government depends on property taxes to pay for its debt.

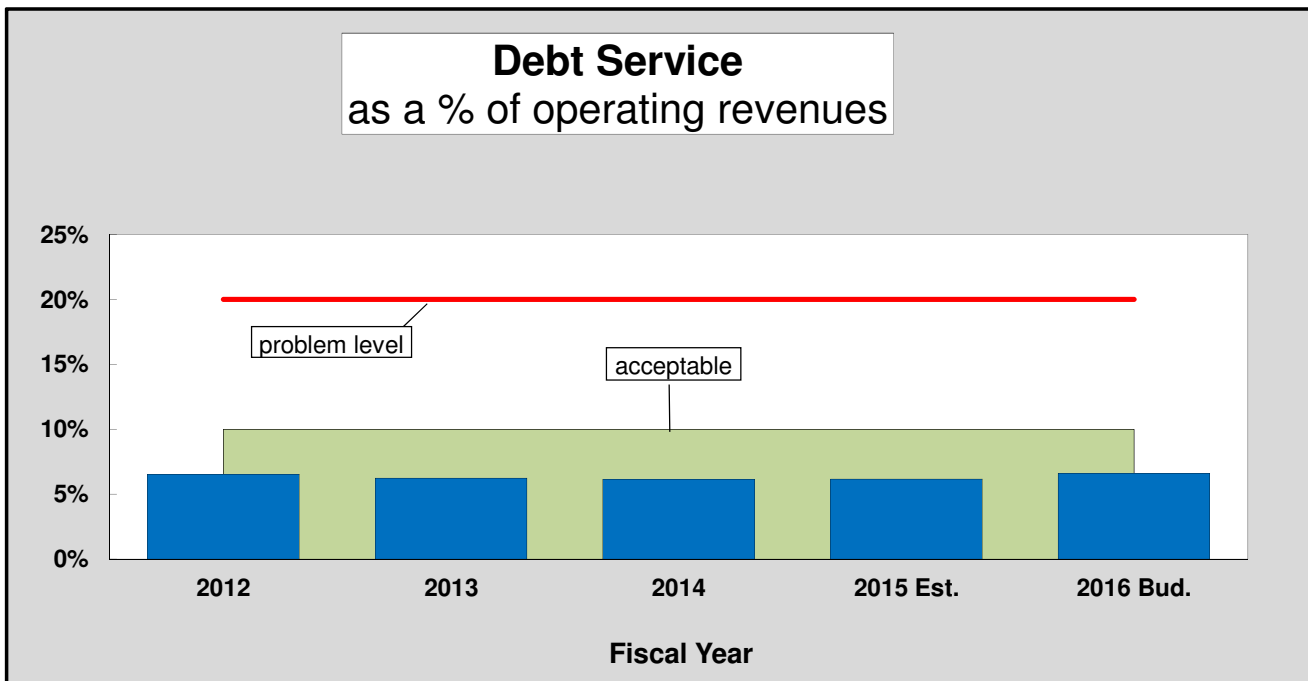
Credit Industry Benchmarks:

- Overall net debt exceeding 10% of assessed valuation
- An increase of 20% over the previous year in overall net debt as a percentage of market valuation

Comment:

The County continues to be well below the industry benchmark for debt to assessed value ratios. The fiscal discipline of issuing 15 year debt maintains a relatively low outstanding balance. The County's long range fiscal planning for capital project financing significantly contributes to the favorable debt ratios.

DEBT INDICATOR



Warning Trend:

Increasing net direct bonded long-term debt as a percentage of net operating revenues

Formula:

$$\frac{\text{Debt Service}}{\text{Operating Revenues}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
Debt Service	\$20,146,822	\$19,635,938	\$20,137,526	\$21,308,200	\$23,185,300
Operating Revenues	\$307,979,739	\$314,916,844	\$327,670,516	\$345,876,540	\$350,785,200
Net direct long-term debt service as a percentage of operating revenues	6.5%	6.2%	6.1%	6.2%	6.6%

Description:

Debt Service is defined as the amount of principal and interest that a local government must pay each year. Increasing debt service reduces expenditure flexibility by adding to the government's obligations. Debt service can be a major part of a government's fixed costs, and its increase may indicate excessive debt and fiscal strain.

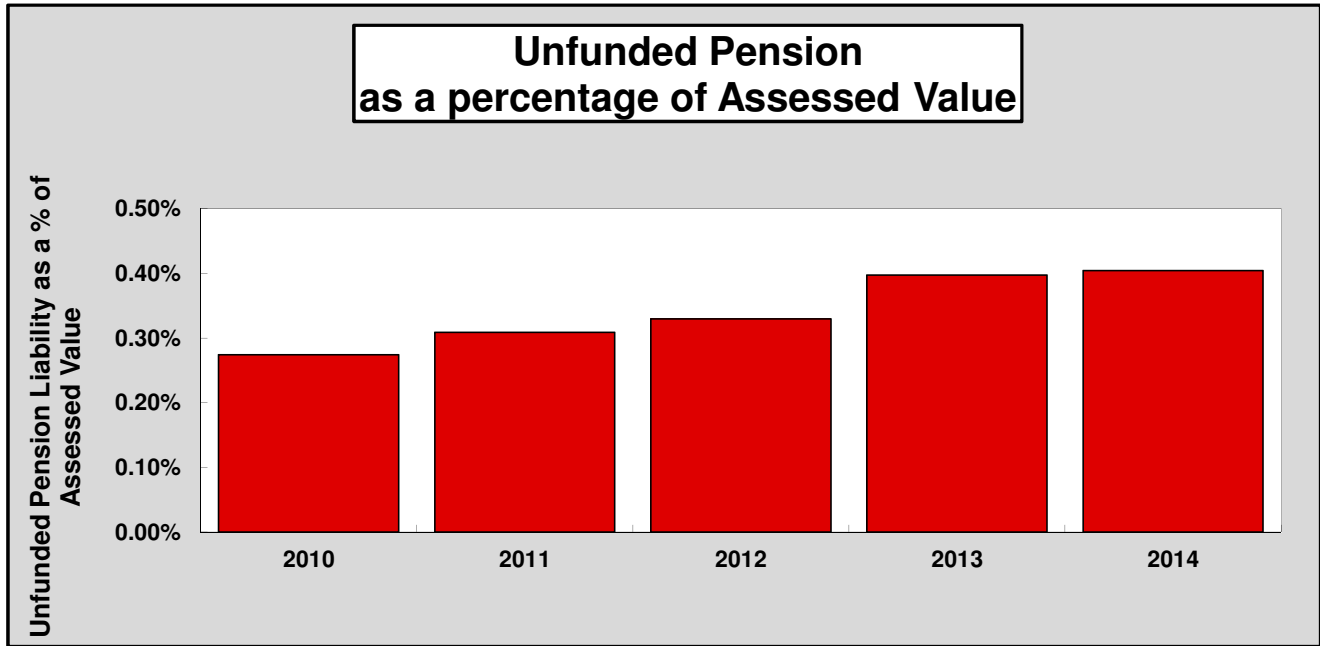
Credit Industry Benchmarks:

- Debt service exceeding 20% of operating revenues is considered a potential problem.
- Debt service of 10% is considered acceptable.

Comment:

Debt service levels have been maintained through the years as a direct result of solid financial plans for both capital and operating budgets. The County's Debt Policy limits debt service to 8% of operating revenues which provides a solid framework from which to make long-term financial decisions.

UNFUNDED LIABILITY INDICATOR



Warning Trend:

Increasing unfunded pension liability as a % of assessed valuation.

Formula:

$$\frac{\text{Unfunded Pension Liability}}{\text{Assessed Valuation}}$$

Fiscal Year:	2010	2011	2012	2013	2014
Unfunded Pension Liability	\$54,854,282	\$58,559,097	\$58,255,080	\$66,975,875	\$66,439,248
Assessed Valuation	\$20,022,850,978	\$18,973,018,802	\$17,662,354,499	\$16,855,700,814	\$16,441,435,644
Unfunded Pension Liability as a percentage of Assessed Value	0.27%	0.31%	0.33%	0.40%	0.40%

Description:

Growth in the unfunded liability for vested benefits places an increasing burden on the tax base. The significance of this burden in relation to the community's ability to pay can be measured by comparing the unfunded liability to changes in assessed valuation, as would be the case when property taxes are the primary revenue source.

Comment:

The ratio of the unfunded pension liability to assessed property value remained relatively flat during a period of time assessments were rising, however, the affect of the Great Recession on property assessments has negatively affected the ratio of Unfunded Pension Liability.

UNFUNDED LIABILITY INDICATOR



Warning Trend:

Increasing accumulated leave

Formula:

Accumulated Employee Leave

Fiscal Year:	2010	2011	2012	2013	2014
Accumulated Employee Leave *	\$13,476,204	\$13,488,868	\$14,374,520	\$16,755,799	\$19,070,830
% change over prior year	6.2%	0.1%	6.6%	16.6%	13.8%
Full-time Employees	1,150	1,068	1,078	1,096	1,125
Average leave per employee	\$11,714	\$12,628	\$13,328	\$15,292	\$16,951

* excludes employee sick leave which is not payable upon termination

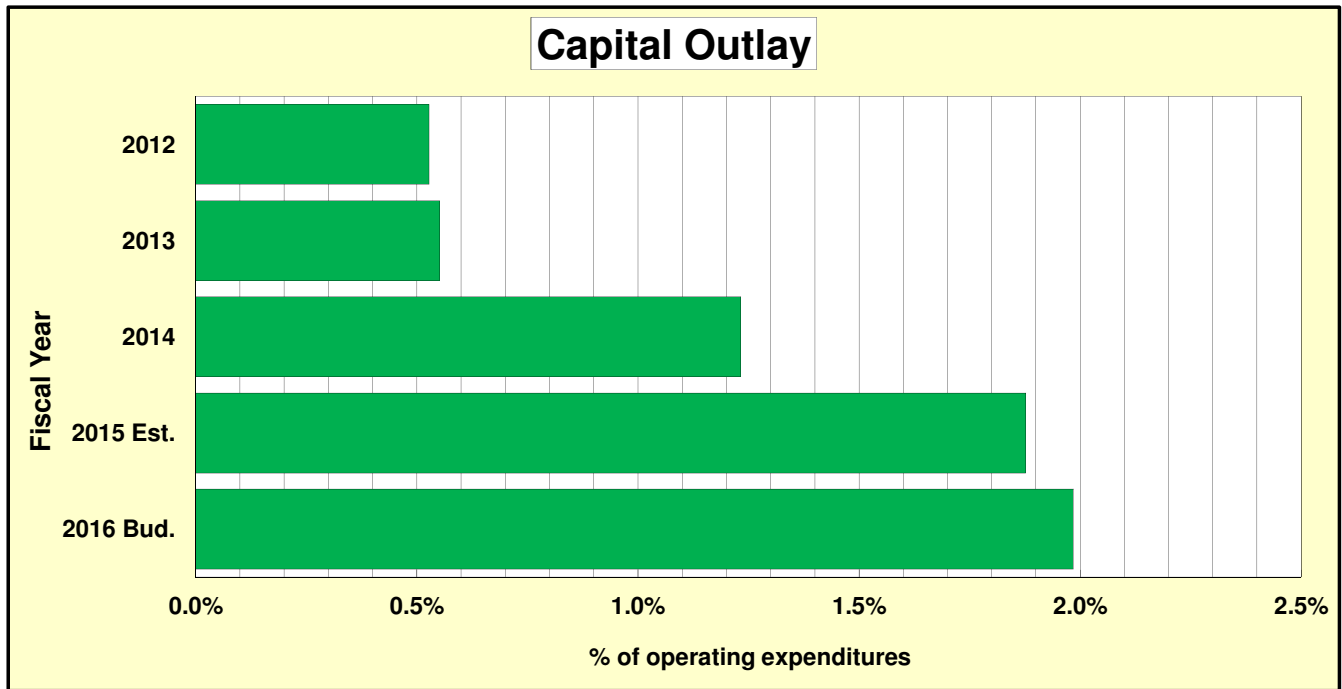
Description:

Local governments usually allow their employees to accumulate some portion of unused employee leave to be paid at termination or retirement. Although leave benefits initially represent only the opportunity cost of not having work performed, these benefits become a real cost when employees are actually paid for their employment or at termination or retirement.

Comment:

County employees are eligible for reimbursement for accumulated annual leave up to a maximum of 337.5 hours and accumulated compensatory leave up to 240 hours. Employees classified as critical employees are eligible for up to 720 hours annual leave and 480 compensatory hours.

CAPITAL INDICATOR



Warning Trend:

A three or more year decline in capital outlay from operating funds as a percentage of net operating expenditures.

Formula:

$$\frac{\text{Capital outlay from operating funds}}{\text{Net operating expenditures}}$$

Fiscal Year:	2012	2013	2014	2015 Est.	2016 Bud.
Capital outlay purchases	\$1,214,453	\$244,272	\$1,236,181	\$452,410	\$278,400
Capital lease agreements to purchase equipment	\$421,546	\$1,507,666	\$2,897,102	\$6,139,500	\$6,979,100
Operating expenditures and transfers	\$310,275,225	\$317,716,633	\$335,440,222	\$351,175,700	\$365,582,800
Capital purchases as a % of operating expenditures	0.5%	0.6%	1.2%	1.9%	2.0%

Description:

Expenditures for operating equipment such as trucks and equipment drawn from the operating budget are usually referred to as "capital outlay." Capital outlay items normally include equipment that will last longer than one year and that has an initial cost above a significant minimum amount. Capital outlay does not include capital budget expenditures for construction of infrastructure such as streets, buildings, or bridges.

The purpose of capital outlay in the operating budget is to replace worn equipment or to add new equipment. The ratio of capital outlay to net operating expenditures is a rough indicator of whether the stock of equipment is being adequately replaced. Over a number of years, the relationship between capital outlay and operating expenditures is likely to remain about the same.

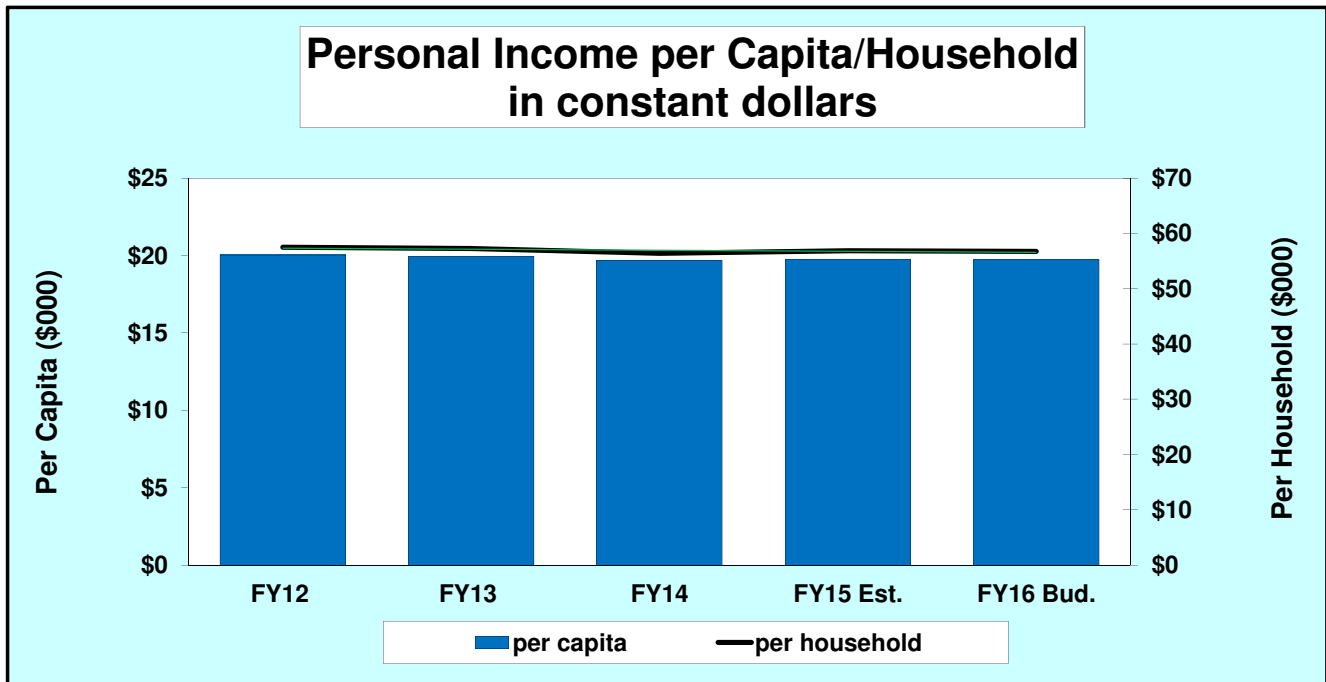
If this ratio declines in the short run (one to three years), it may mean that the local government's needs are temporarily satisfied, since most equipment lasts more than one year. A decline persisting over three or more years can indicate that capital outlay needs are being deferred, which can result in the use of inefficient or obsolete equipment. The use of capital leasing as a financing method could give the impression that capital expenditures are declining.

Comment:

Capital Outlay requirements include equipment with a useful life of more than one year and in excess of \$5,000. The County supplements its annual capital outlay needs with capital lease agreements. These bank agreements finance purchases over a five year period.

The economic recession affected the FY2012 and FY2013 budgets, which resulted in cutbacks to many items including capital outlay. An effort to keep up with replacement capital outlay began in FY2014. The FY2015 capital lease includes mobile radio replacements in the amount of \$4.1 million. The FY2016 capital lease includes portable radio replacements in the amount of \$4.9 million.

COMMUNITY NEEDS and RESOURCE INDICATORS



Warning Trend:

Decline in the level, or growth rate, of personal income per capita (in constant dollars)

Formula:

$$\frac{\text{Personal Income in constant dollars}}{\text{Population/Households}}$$

Fiscal Year:	FY12	FY13	FY14	FY15 Est.	FY16 Bud.
Adjusted Gross Income	\$4,440,248,422	\$4,562,352,275	\$4,624,474,654	\$4,740,086,500	\$4,858,588,700
Consumer Price Index in decimal	1.486	1.513	1.539	1.550	1.571
Adjusted Gross Income (in constant dollars)	\$2,987,109,341	\$3,015,235,130	\$3,004,573,743	\$3,058,564,308	\$3,091,744,023
Population	149,130	151,148	152,865	154,749	156,761
Income per Capita (in constant dollars)	\$20,030	\$19,949	\$19,655	\$19,765	\$19,723
Households	51,953	52,666	53,285	53,773	54,472
Income per Household (in constant dollars)	\$57,496	\$57,252	\$56,387	\$56,879	\$56,758

Description:

Personal income per capita is one measure of a community's ability to pay taxes: the higher the per capita income, the more property tax, sales tax, income tax, and business tax the community can generate. Changes in personal income are especially important for communities (such as bedroom suburbs) that have little commercial or industrial tax base, because personal income is the primary source from which taxes can be paid.

Comment:

Due to the great recession, personal income per capita has been on a gradual decline and is now starting to level out.

BALANCE SHEET

	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL
ASSETS					
Cash	14,748,958	17,653,219	13,803,284	16,034,724	19,993,114
Short-term Investments	88,914,781	56,239,499	89,414,785	104,072,060	76,831,691
Total Liquid Assets	\$103,663,739	\$73,892,718	\$103,218,069	\$120,106,784	\$96,824,805
Property Tax Receivable	2,419,559	2,716,488	2,762,740	3,184,568	3,794,085
Accounts & Notes Receivable	30,089,827	74,117,583	45,718,923	39,635,944	17,271,138
Inventory	1,528,416	1,537,974	1,775,484	1,798,527	1,577,748
Other Assets	2,162,048	1,750,304	1,552,247	1,372,978	1,694,433
Total Other Assets	\$36,199,850	\$80,122,349	\$51,809,394	\$45,992,017	\$24,337,404
TOTAL ASSETS	<u>\$139,863,589</u>	<u>\$154,015,067</u>	<u>\$155,027,463</u>	<u>\$166,098,801</u>	<u>\$121,162,209</u>

LIABILITIES					
Vouchers Payable	2,224,958	2,076,167	3,241,379	2,443,721	1,756,266
Accrued Expenditures	2,768,794	3,248,099	1,640,018	1,618,782	1,004,327
Unearned Revenues	21,672,724	27,509,952	15,418,923	7,537,170	121,409
Due to other funds	63,572,556	72,120,499	80,561,138	96,038,805	54,515,247
Other Liabilities	6,474,099	7,203,935	7,599,763	8,763,776	10,692,973
Payable from restricted assets	1,965,285	1,472,114	1,059,315	1,309,163	1,442,612
Total Liabilities	\$98,678,416	\$113,630,766	\$109,520,536	\$117,711,417	\$69,532,834

DEFERRED INFLOWS OF RESOURCES¹:

Unavailable Revenue	7,421,598
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FUND EQUITY

Nonspendable Fund Balance	1,811,455	1,805,165	2,257,418	1,853,656	1,604,951
Restricted Fund Balance	761,035	699,770	3,896,913	6,830,594	4,032,708
Committed Fund Balance	23,280,926	27,022,596	31,526,041	32,556,833	33,350,360
Assigned Fund Balance	13,159,926	8,806,694	3,867,530	4,248,921	4,197,363
Unreserved Fund Balance	2,171,830	2,050,076	3,959,025	2,897,380	1,022,395
Total Fund Balance	\$41,185,173	\$40,384,301	\$45,506,927	\$48,387,384	\$44,207,777

TOTAL LIABILITIES AND FUND BALANCES

<u>\$139,863,589</u>	<u>\$154,015,067</u>	<u>\$155,027,463</u>	<u>\$166,098,801</u>	<u>\$121,162,209</u>
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¹ Per GASB 60 & 65: Unavailable Revenue is listed separately beginning in FY2014. In prior years, Unavailable Revenue was included in the Liabilities section of the Balance Sheet.

ACCOUNT GROUPS

GENERAL LONG TERM DEBT ACCOUNT GROUP

AMOUNT AVAILABLE FOR:

Employee Benefits	43,900,959	53,226,897	64,106,741	76,653,457	88,658,738
Retirement of Long-term Debt	259,263,183	269,694,659	268,688,943	269,125,298	249,539,485
Total Assets	<u>\$303,164,142</u>	<u>\$322,921,556</u>	<u>\$332,795,684</u>	<u>\$345,778,755</u>	<u>\$338,198,223</u>
Bonds Payable	254,017,418	266,620,586	266,372,697	266,505,077	244,022,652
Notes Payable	76,845	68,701	60,261	51,540	1,452,874
Capital Lease Obligations	4,098,080	2,458,503	2,255,985	2,568,681	4,063,959
Other Liabilities	44,971,799	53,773,766	64,106,741	76,653,457	88,658,738
Total Liabilities	<u>\$303,164,142</u>	<u>\$322,921,556</u>	<u>\$332,795,684</u>	<u>\$345,778,755</u>	<u>\$338,198,223</u>

GENERAL FIXED ASSETS	\$444,010,617	\$445,807,122	\$459,939,706	\$457,209,477	\$460,109,778
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PENSION TRUST FUNDS

(includes County Employees and Sheriff's Department)

Actuarial Value of Assets	214,731,106	236,872,933	255,673,648	274,230,185	301,822,176
Actuarial Liability for accrued benefits	269,585,388	295,432,030	313,928,728	341,206,060	368,261,424
Unfunded Pension Liability	(\$54,854,282)	(\$58,559,097)	(\$58,255,080)	(\$66,975,875)	(\$66,439,248)

INCOME STATEMENT

	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ESTIMATE	FY16 BUDGET
REVENUES					
Property Tax	\$183,892,784	\$188,561,693	\$200,342,806	\$202,075,700	\$205,278,400
Income Tax	97,179,582	99,440,598	99,513,353	109,535,700	111,931,000
Local Tax	10,321,319	12,964,497	12,791,031	18,556,000	17,759,400
Licenses & Permits	911,711	955,738	1,019,415	974,800	1,033,800
Charges for Services	5,862,913	5,789,938	5,870,397	6,048,500	6,236,800
Interest	149,152	184,262	171,306	97,900	225,000
Miscellaneous	7,435,504	4,327,307	4,944,229	5,499,700	5,356,000
Total Local Operating	\$305,752,965	\$312,224,033	\$324,652,538	\$342,788,300	\$347,820,400
Highway User Tax	473,872	852,425	881,979	901,400	921,000
Intergovernmental	1,752,902	1,840,386	2,135,999	2,186,840	2,043,800
Total Non-Local Operating	\$2,226,774	\$2,692,811	\$3,017,978	\$3,088,240	\$2,964,800
Gross Operating Revenues *	<u>\$307,979,739</u>	<u>\$314,916,844</u>	<u>\$327,670,516</u>	<u>\$345,876,540</u>	<u>\$350,785,200</u>
EXPENDITURES					
Salaries & Wages	\$66,098,883	\$69,320,858	\$74,270,304	\$75,948,400	\$79,402,600
Fringe Benefits	26,855,545	27,549,604	29,461,929	33,261,070	34,305,900
Supplies	5,308,507	5,485,467	6,396,714	6,179,030	7,103,200
Other Services & Charges	21,180,938	18,740,945	20,526,204	21,121,850	22,063,500
Capital Outlay	1,214,453	244,272	1,236,181	452,410	278,400
Other Capital	511,508	1,557,053	2,897,197	6,139,500	6,979,100
Debt Service	20,146,822	19,635,938	20,137,526	21,308,200	23,185,300
Agency Funding	3,739,015	3,220,361	3,892,676	4,276,900	4,011,500
Education	156,938,747	167,007,793	170,234,686	175,143,700	179,848,600
Total Operating Expenditures	\$301,994,420	\$312,762,291	\$329,053,416	\$343,831,060	\$357,178,100
Excess (Deficiency) Revenues over Expenditures	\$5,985,320	\$2,154,553	(\$1,382,900)	\$2,045,480	(\$6,392,900)
OTHER FINANCING SOURCES/(USES)					
Operating Transfers In	1,456,608	350,000	1,050,000	1,200,000	3,902,500
Bond Premium	9,169,214	5,740,278	0	6,604,800	0
Proceeds from Refunded Debt	32,841,880	16,031,904	0	25,096,600	0
Payment to Refunded Debt Escrow	(35,747,320)	(18,171,135)	0	(27,499,700)	0
Capital Lease Proceeds	1,129,500	1,729,200	2,540,100	6,139,500	6,979,100
Extraordinary Revenue (storms)	1,291,914	417,209	0	0	0
TRANSFERS OUT:					
EDUCATION- CAPITAL					
Capital Project Fund	(5,590,000)	(1,100,000)	(1,262,500)	(896,000)	(1,646,900)
Special Revenue Fund	(3,123,620)	(3,162,802)	(3,815,399)	(4,378,040)	(4,524,200)
Debt Service Fund	0	0	0	(651,500)	0
Trust & Agency Fund	(260,192)	(509,620)	(758,658)	(762,700)	(1,011,000)
Enterprise Fund	(598,907)	(599,130)	(550,250)	(656,400)	(1,222,600)
Excess (Deficiency) Revenues over Expenditures & Other Uses	\$6,554,396	\$2,880,457	(\$4,179,607)	\$6,242,040	(\$3,916,000)
FUND BALANCE					
Beginning Balance	40,384,301	45,506,927	48,387,384	44,207,777	50,449,817
Extra-ordinary loss from natural disaster	(1,431,771)	0	0	0	0
Ending Balance	<u>\$45,506,927</u>	<u>\$48,387,384</u>	<u>\$44,207,777</u>	<u>\$50,449,817</u>	<u>\$46,533,817</u>

* excludes extraordinary income from storm events

Budget gain/loss consists of:

Contingency	\$100,000
Fund Balance Appropriation	(4,016,000)
	<u>(\$3,916,000)</u>

Debt Service

DEBT SERVICE

Why Incur Debt?

Most major capital outlays are too expensive to fund with current year operating revenue. Similar to most homeowners who finance their homes with mortgages, governments typically borrow funds for many large-scale projects. In most cases, the infrastructure being constructed will benefit both existing and future taxpayers. Therefore, it is reasonable to amortize the cost of the project over a longer period of time even though financing the interest adds to the total cost. Typically, governments borrow funds through the issuance of local bonds, bank financed capital leasing, or special state-sponsored loans.

The debt is normally scheduled (amortized) to coincide with the life of the project, and before major renovation is needed. Interest rates for governments tend to be lower than commercial rates due to the government's tax exempt status and the ability to raise revenue through property taxes or other local forms of revenues without competition.

There are many different theories concerning the proper level of debt that should be maintained by local governments. One incentive for well-planned debt levels is a favorable bond rating given by credit rating agencies. Financially sound governments receive good bond ratings, which usually result in a lower interest rate on the debt they incur. The driving force of guidance for Charles County is the desire to remain in a fiscally sound position. This requires, among other things, a good bond rating, a low burden of debt for the tax payers, long and short range financial planning, and constant monitoring of economic conditions. The County has maintained a debt ceiling of less than 8% of the total general fund revenues for more than 20 years. The County Commissioners adopted a formal Debt Policy on September 22, 2009 which is located in the Financial Policies section of this book.

Bond Rating Agencies and Charles County's Rating

Charles County receives ratings from the three major bond credit rating agencies: Moody's Investor Service (Aa1), Standard & Poor's (AAA), and Fitch Investors Service (AAA). During FY2015, the County received an upgrade in their Standard & Poor's rating from AA+ to AAA and maintained its rating with the remaining two agencies. These independent rating services rate organizations by evaluating their creditworthiness. The chart below displays the various ratings each service provides. Charles County's rating is shaded.

Moody's	Standard & Poor's	Fitch
Rating Symbol		
Aaa	AAA	AAA
Aa1	AA+	AA+
Aa2	AA	AA
Aa3	AA-	AA-
A1	A+	A+
A2	A	A
A3	A-	A-
Baa1	BBB+	BBB+
Baa2	BBB	BBB
Baa3	BBB-	BBB-
Ba1	BB+	BB+
Ba2	BB	BB
Ba3	BB-	BB-
B1	B+	B+
B2	B	B
B3	B-	B-

DEBT SERVICE

Types of bonds

There are several types of bonds that can be issued. Charles County typically issues General Obligation (G.O.) bonds and double-barrel revenue bonds for Enterprise Fund (EF) projects. G.O. bonds are backed by the full faith and credit of the government. These types of bonds get favorable ratings due to the taxing power of governments and their ability to raise revenues to repay the debt. The annual debt service on double-barreled revenue bonds is funded by the revenues from enterprise operations and is further insured by the general fund should the enterprise fund earnings fail or fall short in any given year. The County makes a point during the budgetary process for enterprise funds to include the borrowing cost in the budget estimates so that the General Fund's risk of insuring the debt service is significantly reduced.

Pursuant to Section 20-804 of the Local Government Article of the Annotated Code of Maryland, the County may issue bonds necessary to finance the cost incurred to construct new capacity for public school facilities within Charles County. The debt service on these bonds is paid for by a special tax assessment (excise tax) on new home starts after June 30, 2003, payable over a 10-year period at level amortized payments of principal and interest and may be prepaid at any time. The rate of interest payable by a property owner will be the rate of interest paid by the County on the new school capacity construction bonds issued in the first year the tax is levied on that property owner. The excise tax payment becomes part of the annual property tax bill. The proceeds of the fair share school construction excise tax may only be used to pay principal and interest on a new school capacity construction bonds.

On March 25, 2008, the Board of County Commissioners approved the creation of the Swan Point Economic Development District (the "TIF District"), a tax increment district, and the Swan Point Special Taxing District (the "Special Taxing District"), a special taxing district, and approved the issuance of up to \$38,000,000 of tax increment bonds to finance public infrastructure improvements in the TIF District. The tax increment bonds will not be general obligations of the County, but will be payable solely from the incremental real property taxes, if any, collected from property owners in the TIF District and, if necessary, special taxes levied on the commercial properties located in the Special Taxing District. The incremental real property taxes must be used first to pay debt service on the bonds and related expenses before such funds can be used for other County purposes. The tax increment bonds have not yet been issued and no closing date has been scheduled.

Debt Limitations

The County may only issue general obligation and revenue bonds under authority conferred by the Maryland General Assembly. As a Code Home Rule county, the County may also authorize the issuance of general obligation and revenue bonds by a public local law enacted by the County Commissioners. There are no statutory limits on the amount of general obligation or revenue bonds that may be authorized by the County Commissioners. The County may refund any of its outstanding general obligation or revenue bonds under the authority of Section 19-207 of the Local Government Article of the Annotated Code of Maryland. No referendum is required.

The County may issue economic development revenue bonds under State law which provides that such bonds shall not constitute indebtedness or charge against the general credit or taxing power of the County. In addition, the County may participate in State loans for school and highway construction, which is secured solely by the County's portion of certain State-shared revenues.

The County is authorized to issue bonds for water and sewer and solid waste management purposes in an amount not to exceed 10% of the total value of the property assessed, as described in the Water and Sewerage Debt section.

Future Plans to Incur Debt

The County may issue general obligation and revenue bonds under existing authority conferred by the Maryland General Assembly. As a Code Home Rule county, the County has also enacted public local laws authorizing the issuance of general obligation bonds. After the pending October 2015 Bond Issue, the County will have \$143,528,100 of authority for future issues generally designated as follows:

Public Facilities	\$135,290,100
Detention Center Facilities	3,180,000
Landfill Facilities	5,058,000
Total	\$143,528,100

DEBT SERVICE

Water and Sewerage Debt

The County is authorized to issue general obligation bonds to finance water systems, sewerage systems, solid waste disposal systems and solid waste acceptance systems in the Waldorf Special Taxing District One, the Mattawoman Special Taxing District Number Two and Special Taxing District Number Three. The three special taxing districts are authorized to levy charges, assessments and taxes to pay the debt service on bonds. The County expects to pay debt service on its water and sewerage debt from special assessments, connection charges, and charges for the upkeep of sewer, and sewer service charges pertaining to the respective systems for which the indebtedness was incurred. If required at any time to pay debt service on water and sewerage debt incurred to finance water and sewer facilities in a particular special taxing district, the County is authorized to levy a tax on the assessable property in the special taxing district. If for any reason any such levy should prove inadequate, the County is authorized to levy a tax on the assessable property throughout the County in order to raise the required funds to pay such debt service.

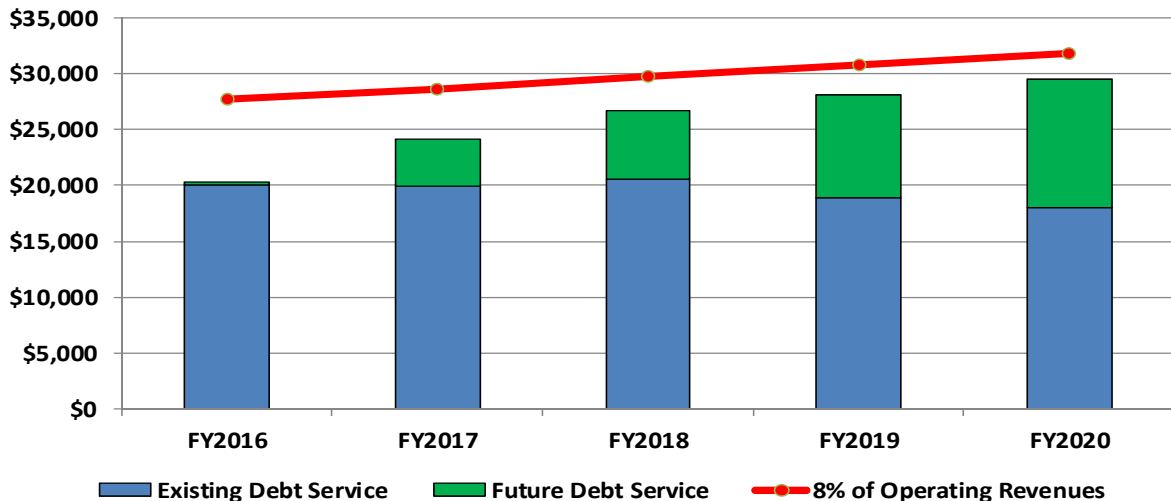
The principal amount of outstanding bonds relating to such improvements in any special taxing district cannot exceed 10% of the total value of the property assessed by County taxation purposes. The respective special taxing districts are as follows:

	Market Value*	Outstanding Principal Amount**	% of Market Value
Waldorf Special Taxing District	\$6,787,839,649	\$43,640,138	0.64%
Mattawoman Special Taxing District	3,916,310,798	32,094,818	0.82%
Special Taxing District Number Three	5,690,583,951	9,897,078	0.17%
Total	\$16,394,734,398	\$85,632,034	0.52%

*As of July 1, 2015 **As of June 30, 2015 plus new 2015 bond issue.

Impact on Future Operations

By planning and managing for long-term debt, the County can determine how much of the annual operating budget will be dedicated for the cost of borrowing and how much of this burden will be carried in the future. To put this in perspective, a homeowner would review their ability to repay a loan prior to a major purchase or improvement. The decision to focus on maintaining financial stability and strength results in a more predictable impact on future operations. Sound financial planning and policies through the use of five-year estimates and debt limitations, provide the County with a managed control approach to the issuance of long-term debt. As existing debt service payments decrease and operating revenues increase, the County is able to determine the additional funds available to make debt service payments and size the future bond issues accordingly. Per the County's Debt Policy, payments will not exceed 8% of General Fund operating revenues. The County's ability to absorb new debt is shown below:



DEBT SERVICE

The following table shows the rapidity of all bonded debt repayment by the County:

SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS

<u>Fiscal</u> <u>Year</u>	<u>Total Bond</u>		<u>Principal +</u> <u>Interest</u>	<u>Bonds</u>	<u>%</u>
	<u>----- Debt Service -----</u>			<u>Outstanding</u>	<u>Outstanding</u>
2017	\$32,785,416	\$11,877,177	\$44,662,593	\$271,774,584	89.2%
2018	31,677,010	10,462,173	42,139,183	240,097,573	78.8%
2019	31,140,009	9,136,274	40,276,283	208,957,564	68.6%
2020	29,329,453	7,822,430	37,151,883	179,628,111	59.0%
2021	28,120,382	6,575,526	34,695,908	151,507,730	49.7%
2022	26,792,838	5,399,177	32,192,014	124,714,892	40.9%
2023	25,816,864	4,371,211	30,188,075	98,898,028	32.5%
2024	20,622,506	3,318,100	23,940,606	78,275,522	25.7%
2025	17,934,808	2,598,333	20,533,141	60,340,713	19.8%
2026	12,403,819	2,050,588	14,454,406	47,936,895	15.7%
2027	12,248,891	1,588,847	13,837,739	35,688,003	11.7%
2028	10,138,551	1,074,538	11,213,089	25,549,453	8.4%
2029	8,389,809	826,352	9,216,161	17,159,643	5.6%
2030	4,392,715	578,333	4,971,049	12,766,928	4.2%
2031	2,992,318	462,905	3,455,224	9,774,610	3.2%
2032	1,011,539	366,893	1,378,432	8,763,071	2.9%
2033	526,607	325,850	852,457	8,236,464	2.7%
2034	546,886	305,595	852,482	7,689,578	2.5%
2035	567,386	285,271	852,657	7,122,192	2.3%
2036	588,115	264,167	852,282	6,534,078	2.1%
2037	614,083	241,486	855,569	5,919,995	1.9%
2038	640,299	217,820	858,119	5,279,695	1.7%
2039	666,775	193,031	859,807	4,612,920	1.5%
2040	698,522	167,016	865,538	3,914,398	1.3%
2041	720,549	139,973	860,522	3,193,849	1.0%
2042	752,869	111,890	864,760	2,440,980	0.8%
2043	785,495	82,565	868,060	1,655,485	0.5%
2044	823,439	51,880	875,319	832,047	0.3%
2045	616,713	24,774	641,488	215,333	0.1%
2046	215,333	8,979	224,313	0	0.0%
	<u>\$304,560,000</u>	<u>\$70,929,154</u>	<u>\$375,489,154</u>		

The Schedule of Debt Outstanding

The Schedule of Debt Outstanding displays the actual principal and interest payments for all funds and includes bonds with dedicated revenue sources to fund the associated debt service. The County issues Public Improvement Bonds (PIB), Excise Tax Bonds for school construction, and Taxable Bonds. The schedule also reflects the amounts of capital lease financing associated with each type of fund. Capital leasing has become a popular financing mechanism, especially during times of low interest rate markets. This type of debt generally provides cash resources for major equipment and vehicles. The annual principal and interest payments have been incorporated into the various operating budgets of the County. The pending 2015 Bond Issue is listed at the bottom of this schedule. Closing has been scheduled for October 2015. Numbers provided are estimated.

FY2016 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-16 PRINCIPAL	FY-16 INTEREST	FY-16 TOTAL	PRINCIPAL OUTSTANDING
GENERAL FUND						
2006 Public Improvement Bond	2021	4.000-5.000	450,511	22,526	473,037	0
2007 Public Improvement Bond	2022	3.500-5.000	37,456	3,444	40,900	38,924
2008 Public Improvement Bond	2023	3.000-5.000	873,376	136,050	1,009,426	1,847,629
2009 Public Improvement Bond	2029	2.000-4.250	93,538	19,315	112,853	389,333
2009 PIB refunding	2016	2.000-4.250	76,634	3,065	79,699	0
2010 Public Improvement Bond	2025	2.000-5.300	69,886	33,187	103,073	781,081
2010 PIB refunding	2017	2.000-5.300	138,069	9,834	147,903	142,354
2011 Public Improvement Bond	2028	2.000-5.000	186,971	105,626	292,597	2,848,401
2011 PIB refunding	2020	4.000-5.000	85,203	33,337	118,540	789,563
2012 Public Improvement Bond	2027	2.000-5.000	118,192	82,078	200,270	1,714,351
2012 PIB refunding	2021	5.00	0	128,859	128,859	2,577,171
2013 PIB refunding	2023	2.000-4.000	103,440	224,949	328,389	5,584,004
2013 Public Improvement Bond	2029	3.000-5.000	129,986	114,114	244,100	2,230,290
2014 Public Improvement Bond	2030	3.000-5.001	116,954	89,030	205,984	2,083,046
2015 PIB refunding	2029	2.000-4.000	0	48,980	48,980	1,722,256
Subtotal Board of Education			\$2,480,216	\$1,054,395	\$3,534,611	\$22,748,403
2006 Public Improvement Bond	2021	4.000-5.000	255,962	12,798	268,760	0
2007 Public Improvement Bond	2022	3.500-5.000	13,620	1,253	14,873	14,154
2008 Public Improvement Bond	2023	3.000-5.000	21,857	3,405	25,262	46,240
2009 PIB refunding	2016	2.000-4.250	59,989	2,400	62,389	0
2010 Public Improvement Bond	2025	2.000-5.300	100,762	47,830	148,592	1,124,868
2011 Public Improvement Bond	2028	2.000-5.000	63,333	35,779	99,112	964,848
2011 PIB refunding	2020	4.000-5.000	104,389	22,622	127,011	504,482
2012 Public Improvement Bond	2027	2.000-5.000	200,577	139,289	339,866	2,909,321
2012 PIB refunding	2021	5.00	0	73,212	73,212	1,464,241
2013 PIB refunding	2023	2.000-4.000	19,239	8,820	28,059	214,794
2013 Public Improvement Bond	2029	3.000-5.000	14,781	12,976	27,757	253,606
2014 Public Improvement Bond	2030	3.000-5.000	169,052	128,689	297,741	3,010,948
Subtotal College of Southern MD			\$1,023,561	\$489,072	\$1,512,633	\$10,507,502
2009 Public Improvement Bond	2029	2.000-4.250	200,263	41,353	241,616	833,552
2009 PIB refunding	2016	2.000-4.250	22,820	913	23,733	0
2010 Public Improvement Bond	2025	2.000-5.300	12,616	5,982	18,598	140,390
2010 PIB refunding	2017	2.000-5.300	137,025	9,760	146,785	141,225
2011 Public Improvement Bond	2028	2.000-5.000	683,516	153,594	837,110	3,470,215
2013 PIB refunding	2023	2.000-4.000	245,571	4,911	250,482	0
2013 Public Improvement Bond	2029	3.000-5.000	7,338	6,442	13,780	125,903
2014 Public Improvement Bond	2030	3.000-5.000	35,033	26,669	61,702	623,967
2015 PIB refunding	2029	2.000-4.000	0	104,865	104,865	3,687,303
Subtotal Public Safety			\$1,344,182	\$354,489	\$1,698,671	\$9,022,555

FY2016 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-16 PRINCIPAL	FY-16 INTEREST	FY-16 TOTAL	PRINCIPAL OUTSTANDING
2006 Public Improvement Bond	2021	4.000-5.000	108,970	5,449	114,419	0
2007 Public Improvement Bond	2022	3.500-5.000	487,532	44,834	532,366	506,651
2008 Public Improvement Bond	2023	3.000-5.000	134,510	20,953	155,463	284,557
2008 Taxable Bond	2023	5.000-5.750	494,177	77,483	571,660	1,065,873
2009 Public Improvement Bond	2029	2.000-4.250	514,754	106,292	621,046	2,142,550
2009 PIB refunding	2016	2.000-4.250	110,382	4,410	114,792	0
2010 Public Improvement Bond	2025	2.000-5.300	365,034	173,261	538,295	4,074,026
2010 PIB refunding	2017	2.000-5.300	165,996	11,823	177,819	171,084
2011 Public Improvement Bond	2028	2.000-5.000	315,565	178,273	493,838	4,807,462
2011 PIB refunding	2020	4.000-5.000	202,091	44,506	246,597	1,005,829
2012 Public Improvement Bond	2027	2.000-5.000	193,846	134,615	328,461	2,811,692
2012 PIB refunding	2021	5.00	0	31,169	31,169	623,371
2013 PIB refunding	2023	2.000-4.000	90,910	144,617	235,527	3,708,982
2013 Public Improvement Bond	2029	3.000-5.000	148,383	130,265	278,648	2,545,948
2014 Public Improvement Bond	2030	3.000-5.000	124,716	94,939	219,655	2,221,284
2015 Taxable refunding	2023	3.000-4.000	0	103,284	103,284	3,331,336
2015 PIB refunding	2029	2.000-4.000	0	269,542	269,542	9,477,792
Subtotal General Government			\$3,456,868	\$1,575,716	\$5,032,583	\$38,778,436
2006 Public Improvement Bond	2021	4.000-5.000	735,263	36,763	772,026	0
2007 Public Improvement Bond	2022	3.500-5.000	1,229,046	113,024	1,342,070	1,277,244
2009 Public Improvement Bond	2029	2.000-4.250	123,581	25,518	149,099	514,380
2009 PIB refunding	2016	2.000-4.250	469,128	18,765	487,893	0
2010 Public Improvement Bond	2025	2.000-5.300	340,964	161,814	502,778	3,803,835
2010 PIB refunding	2017	2.000-5.300	581,247	41,400	622,647	599,063
2011 Public Improvement Bond	2028	2.000-5.000	392,391	221,675	614,066	5,977,866
2011 PIB refunding	2029	3.000-5.000	0	614,715	614,715	17,985,000
2011 PIB refunding	2020	4.000-5.000	0	217,332	217,332	5,573,040
2012 Public Improvement Bond	2027	2.000-5.000	284,308	197,435	481,743	4,123,815
2012 PIB refunding	2021	5.00	0	210,305	210,305	4,206,110
2013 PIB refunding	2023	2.000-4.000	725,325	291,469	1,016,794	7,274,243
2013 Public Improvement Bond	2029	3.000-5.000	344,201	302,173	646,374	5,905,771
2014 Public Improvement Bond	2030	3.000-5.000	250,654	190,808	441,462	4,464,346
2015 PIB refunding	2029	2.000-4.000	0	64,711	64,711	2,275,412
Subtotal Roads			\$5,476,108	\$2,707,907	\$8,184,016	\$63,980,125
TOTAL GENERAL FUND BONDS			\$13,780,935	\$6,181,579	\$19,962,514	\$145,037,020
73 FHA Loan	2024	3.649	9,669	1,279	10,948	23,404
Community Bank Loan	2035	3.450	24,762	22,274	47,036	638,035
USDA Loan	2049	4.510	9,187	32,341	41,528	713,774
TOTAL GENERAL FUND OTHER OBLIGATIONS			\$43,618	\$55,894	\$99,512	\$1,375,213
2012 Capital Lease	2017	1.652	214,165	4,447	218,612	108,411
2013 Capital Lease	2018	1.100	347,700	8,687	356,387	528,755
2014 Capital Lease	2019	1.100	508,554	21,837	530,391	1,300,546
2015 Capital Lease	2020	1.270	1,204,609	66,582	1,271,191	4,338,281
2016 Capital Lease	2021	1.434	675,682	50,051	725,733	6,303,418
TOTAL GENERAL FUND LEASE DEBT			\$2,950,710	\$151,604	\$3,102,314	\$12,579,411
TOTAL GENERAL FUND DEBT			\$16,775,263	\$6,389,077	\$23,164,341	\$158,991,644

FY2016 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-16 PRINCIPAL	FY-16 INTEREST	FY-16 TOTAL	PRINCIPAL OUTSTANDING
DEBT SERVICE FUND						
2011 PIB refunding	2020	4.000-5.000	833,155	146,184	979,339	3,167,248
Subtotal CIVISTA			\$833,155	\$146,184	\$979,339	\$3,167,248
2011 PIB refunding	2020	4.000-5.000	0	13,447	13,447	336,183
2013 PIB refunding	2023	2.000-4.000	58,672	1,173	59,845	0
Subtotal CSM (St. Charles Children Center)			\$58,672	\$14,620	\$73,292	\$336,183
2006 Excise Tax Bond	2016	4.000-5.000	1,885,000	94,250	1,979,250	0
2007 Excise Tax Bond	2017	3.500-5.000	1,845,000	169,550	2,014,550	1,915,000
2008 Excise Tax Bond	2018	3.000-5.000	175,000	27,000	202,000	365,000
2009 Excise Tax Bond	2019	2.000-4.250	90,000	15,200	105,200	290,000
2011 Excise Tax Bond	2023	2.000-5.300	1,425,000	421,100	1,846,100	11,320,000
2013 Excise Tax Bond	2024	3.000-5.000	440,476	215,754	656,230	4,138,889
2014 Excise Tax Bond	2025	4.000-5.000	1,235,000	662,950	1,897,950	12,765,000
Subtotal Excise Tax			\$7,095,476	\$1,605,804	\$8,701,280	\$30,793,889
2006 Public Improvement Bond	2021	4.000-5.000	27,158	1,358	28,516	0
2009 PIB refunding	2022	2.000-4.250	22,193	895	23,088	0
2010 PIB refunding	2017	2.000-5.300	8,483	604	9,087	8,743
2011 PIB refunding	2029	3.000-5.000	11,050	2,580	13,630	58,979
2012 PIB refunding	2021	5.00	0	7,768	7,768	155,357
2013 PIB refunding	2023	2.000-4.000	5,867	117	5,984	0
Subtotal Nursing Homes			\$74,750	\$13,322	\$88,073	\$223,079
2006 Taxable Bond	2021	5.125-8.000	715,000	39,325	754,325	0
2007 Taxable Bond	2022	5.25-5.75	205,000	23,100	228,100	215,000
2008 Taxable Bond	2023	5.00-5.75	191,250	29,987	221,237	412,500
2009 Taxable Bond	2024	4.00-5.375	120,000	25,000	145,000	405,000
2011 Taxable Bond	2028	2.000-4.500	220,000	133,725	353,725	3,355,000
2012 Taxable Bond	2027	2.000-3.250	250,000	96,463	346,463	3,105,000
2012 PIB refunding	2021	2.00-5.00	950,000	510,500	1,460,500	9,450,000
2013 Taxable Bond	2029	3.000-4.000	225,000	109,903	334,903	3,255,000
2015 Taxable refunding	2023	3.000-4.000	0	39,972	39,972	1,289,250
2015 Non-taxable refunding	2024	2.000-4.000	0	24,827	24,827	840,000
Subtotal St. Charles Companies			\$2,876,250	\$1,032,800	\$3,909,050	\$22,326,750
2008 Taxable Bond	2023	5.00-5.75	589,573	92,440	682,013	1,271,628
2015 Taxable refunding	2023	3.000-4.000	0	123,222	123,222	3,974,414
Subtotal Southern MD Sports & Entertainment Complex			\$589,573	\$215,663	\$805,235	\$5,246,042
TOTAL DEBT SERVICE FUND DEBT			\$11,527,877	\$3,028,393	\$14,556,269	\$62,093,191

FY2016 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-16 PRINCIPAL	FY-16 INTEREST	FY-16 TOTAL	PRINCIPAL OUTSTANDING
<u>INSPECTION & REVIEW</u>						
2014 Capital Lease	2019	1.100	25,490	1,095	26,585	65,187
2015 Capital Lease	2020	1.270	119,686	6,615	126,301	431,037
TOTAL INSPECTION & REVIEW DEBT			\$145,176	\$7,710	\$152,886	\$496,224
<u>SOLID WASTE FUND</u>						
2014 Public Improvement Bond	2030	3.000-5.000	21,264	16,187	37,451	378,736
TOTAL SOLID WASTE BONDS			\$21,264	\$16,187	\$37,451	\$378,736
2015 Capital Lease	2020	1.270	1,962	108	2,070	7,066
TOTAL SOLID WASTE OTHER OBLIGATIONS			\$1,962	\$108	\$2,070	\$7,066
TOTAL SOLID WASTE FUND DEBT			\$23,227	\$16,296	\$39,522	\$385,802
<u>ENVIRONMENTAL SERVICE</u>						
2009 Public Improvement Bond	2029	2.000-4.250	2,049	423	2,472	8,530
2015 PIB refunding	2029	2.000-4.000	0	1,073	1,073	37,734
TOTAL ENVIRONMENTAL SERVICE BONDS			\$2,049	\$1,496	\$3,545	\$46,264
2012 Capital Lease	2017	1.652	8,983	187	9,170	4,547
2014 Capital Lease	2019	1.100	504,838	21,678	526,516	1,291,045
2015 Capital Lease	2020	1.270	50,190	2,774	52,964	180,753
2016 Capital Lease	2021	1.434	42,599	3,155	45,754	397,401
TOTAL ENVIRONMENTAL SERVICE OTHER OBLIGATION			\$606,610	\$27,794	\$634,403	\$1,873,746
TOTAL ENVIRONMENTAL SERVICE DEBT			\$608,659	\$29,290	\$637,948	\$1,920,010
<u>WATERSHED PROTECTION AND RESTORATION FUND (WPRF)</u>						
2006 Public Improvement Bond	2021	4.000-5.000	6,789	339	7,128	0
2007 Public Improvement Bond	2022	3.500-5.000	68,101	6,263	74,364	70,772
2008 Public Improvement Bond	2023	3.000-5.000	25,906	4,035	29,941	54,803
2009 Public Improvement Bond	2029	2.000-4.250	15,814	3,265	19,079	65,822
2010 Public Improvement Bond	2025	2.000-5.300	29,714	14,086	43,800	330,533
2011 Public Improvement Bond	2028	2.000-5.000	77,101	43,557	120,658	1,174,598
2011 PIB refunding	2020	4.000-5.000	2,610	458	3,068	9,921
2012 Public Improvement Bond	2027	2.000-5.000	37,692	26,175	63,867	546,718
2012 PIB refunding	2021	5.00	0	1,942	1,942	38,839
2013 PIB refunding	2023	2.000-4.000	2,008	21,744	23,752	562,022
2013 Public Improvement Bond	2044	3.000-5.000	29,865	75,153	105,018	1,647,162
2014 Public Improvement Bond	2045	3.000-5.000	59,211	108,424	167,635	2,940,789
2015 PIB refunding	2029	2.000-4.000	0	8,281	8,281	291,169
TOTAL WPRF BONDS			\$354,810	\$313,723	\$668,533	\$7,733,149
2013 Capital Lease	2018	1.100	5,026	126	5,152	7,644
TOTAL WPRF OTHER OBLIGATIONS			\$5,026	\$126	\$5,152	\$7,644
TOTAL WPRF DEBT			\$359,837	\$313,849	\$673,685	\$7,740,793

FY2016 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-16 PRINCIPAL	FY-16 INTEREST	FY-16 TOTAL	PRINCIPAL OUTSTANDING
RECREATION FUND						
2002 Public Improvement Bond	2017	3.000-5.000	138,461	9,862	148,323	142,681
2011 PIB refunding	2020	4.000-5.000	2,637	295	2,932	6,053
TOTAL RECREATION DEBT			\$141,098	\$10,157	\$151,255	\$148,734

WATER & SEWER

2006 Public Improvement Bond	2021	4.000-5.000	240,346	12,017	252,363	0
2007 Public Improvement Bond	2022	3.500-5.000	459,245	42,233	501,478	477,255
2008 Public Improvement Bond	2023	3.000-5.000	589,350	91,806	681,156	1,246,772
2009 Public Improvement Bond	2029	2.000-4.250	190,000	39,233	229,233	790,833
2009 PIB refunding	2016	2.000-4.250	283,856	11,353	295,209	0
2010 Public Improvement Bond	2020	2.000-5.000	200,000	46,950	246,950	860,000
2010 Public Improvement Bond	2025	2.000-5.300	741,024	351,721	1,092,745	8,270,269
2010 PIB refunding	2017	2.000-5.300	135,720	9,667	145,387	139,851
2011 Public Improvement Bond	2023	2.000-5.000	120,000	36,100	156,100	970,000
2011 Public Improvement Bond	2028	2.000-5.000	9,638	5,445	15,083	146,825
2011 PIB refunding	2020	4.000-5.000	940,349	248,544	1,188,893	5,718,488
2012 Public Improvement Bond	2027	2.000-5.000	215,385	149,572	364,957	3,124,103
2012 Public Improvement Bond	2022	2.000-5.000	275,000	106,500	381,500	1,910,000
2012 Public Improvement Bond	2032	2.000-5.000	275,000	291,850	566,850	6,365,000
2012 PIB refunding	2021	5.00	0	68,746	68,746	1,374,911
2013 PIB refunding	2023	2.000-4.000	558,968	259,349	818,317	6,335,955
2013 Public Improvement Bond	2029	3.000-5.000	115,310	101,230	216,540	1,978,483
2013 Public Improvement Bond	2024	3.000-5.000	114,524	56,096	170,620	1,076,111
2013 Public Improvement Bond	2044	3.000-5.000	35,135	88,416	123,551	1,937,838
2014 Public Improvement Bond	2030	3.000-5.000	207,328	157,827	365,155	3,692,672
2014 Public Improvement Bond	2045	3.000-5.000	90,789	166,251	257,040	4,509,211
2015 PIB refunding	2029	2.000-4.000	0	99,490	99,490	3,498,333
TOTAL WATER & SEWER BONDS			\$5,796,968	\$2,440,395	\$8,237,363	\$54,422,908
Revolving Loan (BNR)	2026	1.20	732,271	102,673	834,944	7,823,828
2007 Meter Replacement Lease	2022	4.14	380,366	133,809	514,175	3,069,022
2012 Capital Lease	2017	1.652	42,787	888	43,675	21,659
2013 Capital Lease	2018	1.100	141,859	3,544	145,403	215,728
2014 Capital Lease	2019	1.100	222,081	9,536	231,617	567,938
2015 Capital Lease	2020	1.270	236,507	13,072	249,579	851,757
2016 Capital Lease	2021	1.434	100,000	7,407	107,408	932,900
TOTAL WATER & SEWER OTHER OBLIGATIONS			\$1,855,871	\$270,931	\$2,126,802	\$13,482,832
TOTAL WATER & SEWER DEBT			\$7,652,839	\$2,711,326	\$10,364,165	\$67,905,740

TOTAL ALL FUNDS

TOTAL BONDS - EXISTING			\$31,625,002	\$11,991,930	\$43,616,931	\$269,860,000
PENDING 2015 OCTOBER BOND ISSUE - ESTIMATE			0	758,800	758,800	34,700,000
SUBTOTAL BONDS OBLIGATIONS			\$31,625,002	\$12,750,730	\$44,375,731	\$304,560,000
TOTAL OTHER OBLIGATIONS			5,608,974	514,167	6,123,141	29,822,137
TOTAL DEBT SERVICE OBLIGATIONS			\$37,233,976	\$13,264,897	\$50,498,872	\$334,382,137

Debt Ratios

The table below shows trends for the County for the eight most recent fiscal years ended 2014, in various debt and property value ratios, and an estimate for the fiscal year ending June 30, 2015 and 2016.

Fiscal Year	Population ⁽¹⁾	Assessed Value ⁽²⁾	Assessed Value per capita	Net Direct Debt	Net Direct Debt to Assessed Value	Net Direct Debt Per Capita
2007	139,383	13,470,645,401	96,645	137,302,481	1.02	985.07
2008	140,169	16,036,771,870	114,410	149,387,085	0.93	1,065.76
2009	140,764	18,767,010,361	133,323	165,009,967	0.88	1,172.25
2010	142,226	20,022,850,978	140,782	164,498,278	0.82	1,156.60
2011	146,551	18,973,018,802	129,464	185,931,569	0.98	1,268.72
2012	149,130	17,662,354,499	118,436	174,534,173	0.99	1,170.35
2013	151,148	16,855,700,814	111,518	161,280,264	0.96	1,067.04
2014	152,865	16,441,435,644	107,555	163,927,570	1.00	1,072.37
2015 Est.	154,749	16,492,450,233	106,575	168,741,576	1.02	1,090.42
2016 Est.	156,761	16,707,289,305	106,578	176,717,572	1.06	1,127.31

(1) Source: U.S. Department of Commerce, Bureau of the Census, Maryland Office of Planning, and Charles County Planning Division.

(2) Source: Maryland State Department of Assessments and Taxation.

(3) Source: Charles County Department of Fiscal Services and Administrative Services, estimate.

General Fund Bonded Debt Service Expenditures as a percentage of General Fund Revenues:

Fiscal Year	General Fund Total Debt Service ⁽¹⁾	General Fund G.O. Bond Debt Service	Total Operating Revenue	Bonded Debt as % of Revenue
2007.....	18,563,791	14,872,426	275,482,738	5.4%
2008.....	20,196,012	18,536,657	280,935,047	6.6%
2009.....	21,798,358	19,540,758	288,810,092	6.8%
2010.....	22,780,796	20,585,793	296,522,992	6.9%
2011.....	23,983,867	21,664,085	299,652,649	7.2%
2012.....	20,438,481	18,724,785	310,728,262	6.0%
2013.....	20,473,883	18,160,040	315,684,053	5.8%
2014.....	20,429,600	18,770,300	328,720,516	5.7%
2015 Budget.....	21,706,100	19,289,400	343,981,200	5.6%
2016 Budget.....	23,871,100	20,077,900	350,785,200	5.7%

(1) Total Debt Service includes debt payments for capital leases, loans, and General Obligation bond issues related to General Fund activity.

Glossary & Abbreviations

GLOSSARY

A

ACCRUAL BASIS: Both governmental and business-type activities are presented using the accrual basis of accounting in the government-wide financial statements and the proprietary and fiduciary fund financial statements. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

AGENCY FUNDING: County assistance provided to semi-autonomous agencies. These are agencies not directly under the control of the County Commissioners. Examples of these include: the Health Department and Board of Education.

AGRICULTURE TRANSFER TAX: Tax on the sale of property located within an area zoned agriculture; proceeds are currently used to help fund the Agricultural Land Preservation Program.

ALLOCATE: To set apart portions of budgeted expenditures which are specifically designated to organizations for special activities or purposes (i.e., various rescue squads).

AMENDED BUDGET: The budget as adopted by the County Commissioners and adjusted to show any increases or decreases.

ANNUAL BUDGET: A budget covering a single fiscal year.

APPROPRIATIONS: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. Typically, an appropriation is limited in amount and time it may be expended.

APPROVED BUDGET: The budget as formally adopted by the Board of Commissioners for the upcoming fiscal year.

ASSESSABLE BASE: The value of taxable real and personal property within the County, as determined by the State Department of Assessments and Taxation (SDAT).

ASSESSMENT: The process of determining values of real and personal property for taxation purposes.

ASSETS: The resources owned by an entity. All assets have the capacity to provide future services or benefits to the entities that use them.

B

BALANCED BUDGET: A budget in which all expenditures are equaled by the total revenues and other financing sources. The County's General Fund budget must be balanced by State Law.

BASIS OF ACCOUNTING: Revenues and expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied. The measurement focus identifies which transactions should be recorded. Accrual Basis and Modified Accrual Basis are two different types of accounting methods.

BASIS OF BUDGETING: The basis that was used in preparing the budget which may differ from the basis of accounting.

BOND: An investment bearing certificate of indebtedness sold by a governmental agency to generate funds. The bond guarantees payment of the original investment plus interest by a specified date or dates in the future. Bonds typically involve long-term indebtedness to pay for infrastructure.

BOND RATING: A grade indicating a governmental unit's investment qualities. Generally speaking, the higher the bond rating, the lower the interest rate and the cost of financing capital projects funded by bonds. A high rating is indicative of the Government's strong financial position. Ratings range from AAA (highest) to D (lowest).

BOND SALE: The process of raising cash to fund capital projects by selling certificates of debt guaranteed by the County Government.

BONDED DEBT: The total amount owed by the County as a result of the sale of general obligation or other bonds guaranteed by the County Government.

BUDGET: A plan of financial operations for a given period of time providing estimates of proposed expenditures and the proposed means of financing them. A means of allocating resources.

GLOSSARY

C

CAPITAL ASSETS: Property, plant, equipment, and infrastructure assets (e.g. roads, bridges, and similar items.)

CAPITAL BUDGET: The budget which funds major infrastructure projects such as parks, schools, bridges, roads, water & sewer facilities, and landfills.

CAPITAL IMPROVEMENT PROGRAM (CIP): A multi-year plan showing anticipated capital projects and required funding.

CAPITAL OUTLAY: An expenditure classification for items that are expected to have a useful life greater than five years or an estimated total cost of \$5,000 or more. Capital outlay expenditures include such purchases as a vehicle, machinery, and equipment.

CAPITAL PROJECTS FUND: Account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by business-type/proprietary funds). The Capital Project Fund is a major fund.

CASH AND CASH EQUIVELENTS: Cash on hand, petty cash, demand deposits, and short term securities and certificates of deposit with an original maturity of three months or less at time of purchase.

CHART OF ACCOUNTS: The County's Chart of Accounts includes expenditure line items grouped in like categories. The following is a list of each category: *Agency Funding* *Capital Outlay* *Debt Service* *Depreciation* *Fringe Benefits* *Operating Contingency* *Operating Costs* *Personal Services* *Transfers Out*

CHARTER HOME RULE: Specified in Charter. Must provide for an elected Council. Offers broader powers than the traditional Commissioner form and Code Home Rule form.

CODE HOME RULE: Charles County's form of government. Commissioners determine structure through local enactments. County Commissioner title is retained. Offers broader powers than the traditional Commissioner form.

CONNECTION FEE: Fee charged for access to a central water or sewer system to pay for the infrastructure cost that provided the capacity.

CONTINGENCY: Budget account in which funds are set aside for unforeseen expenditures which may become necessary during the year and which have not been provided for in the context of the budget.

CONTINGENCY- INFLATION: Account set up in the CIP budget that will be used as a reserve when needed to add to a project if/when inflation occurs. This method provides for proper financial planning for cost inflation while at the same time presenting projects that are in today's dollars.

CONSTRUCTION IN PROGRESS: Significant outlays for capital assets and improvements are capitalized as Construction in Progress while projects are being constructed. Projects are not depreciated until completed or substantially completed and available for use.

D

DEBT: Duty or obligation to pay money, deliver goods, or render services under an express or implied agreement.

DEBT SERVICE FUND: Accounts for the accumulation of designated revenues for the periodic payment of principal and interest on long-term debt. The Debt Service Fund is a major fund.

DEPARTMENT: A County agency or office consisting of one or more divisions. Examples are the Department of Public Works and Department of Community Services.

DEPRECIATION EXPENSE: Annual loss of value for equipment or other asset.

E

ENCUMBRANCE: A financial commitment for services, contracts, or goods which have not as yet been delivered or performed.

ENTERPRISE FUND: Funds established for operations that have a defined customer base and are primarily funded by a service fee associated directly with the operation. These operations are accounted for in a manner similar to the private sector, where budgets are used as a management tool and are subject to the amount of activity.

EXPENSE LINE: A breakdown of operating costs into a specific area of cost. Examples are Full Time Salaries and Supplies.

GLOSSARY

F

FIDUCIARY FUNDS: Are used to report assets held in a trustee or agency capacity for others and therefore are not available to support County programs. The reporting focus for fiduciary funds is on net assets and changes in net assets and accounting principles used are similar to proprietary funds.

FISCAL YEAR (FY): An accounting period covered by the County budget. Charles County's fiscal year commences July 1st and ends the following June 30th.

FIXED ASSET: An asset of long-term character. For budgetary purposes, a fixed asset is defined as an item costing \$5,000 or more with an expected life of more than five years.

FRINGE BENEFITS: Any employer cost associated with the benefits for County personnel. These include FICA, health, pension, life insurance, unemployment, workers compensation, and long term disability insurance.

FRONT FOOT FEE: Per foot fee assessed on a property fronting a water and/or sewer line. Revenues are applied to the debt associated with the cost of the water and sewer lines.

FULL-TIME: Status of an employee whose combined weekly hours total 37.5 or more.

FULL-TIME EQUIVALENT (FTE): A method of measuring the equivalent full-time personnel based on the number of hours worked.

FULL TIME REDUCED HOURS: Employees working more than 24 hours but less than 37.5 hours. These employees are eligible for Full Time benefits.

FUND: A separate budget/account grouping with its own revenues and appropriations. The general fund, for example, is used to manage most of the daily operations of the County agencies and is funded by a variety of taxes and other revenues.

FUND BALANCE: The difference between assets and liabilities in governmental funds. The balance in this account is the cumulative results of actual revenues and expenditures over time.

G

GENERAL FUND: The general operating fund of the County. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is considered a major fund.

GENERAL OBLIGATION BONDS: Bonds issued by a government which are backed by the full faith and credit of its taxing authority.

GOVERNMENTAL FUNDS: The measurement focus of the governmental fund financial statements is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following comprises the County's Governmental Fund: General Fund, Capital Projects Fund, Debt Service Fund, and Special Revenue Funds.

GRANT: A contribution of assets (usually cash) from one governmental unit (typically the State or Federal Government or other organization) to another. The contribution is usually provided in support of a particular public function, project, or program.

I

INDIRECT COST: The component of the total cost for a service which is provided by and budgeted within another department or division. Indirect costs are budgeted to more accurately reflect the true total cost for such services such as those provided by administrative departments.

INDEMNITY MORTGAGE: Includes any mortgage, deed of trust, or other security interest in real property that secures a guarantee of repayment of a loan for which the guarantor is not primarily liable.

INFRASTRUCTURE: Refers to the technical structures that support a society, such as roads, water facilities, wastewater, power grids, flood management systems, communications (internet, phone lines, broadcasting), and so forth.

INTERAGENCY COMMITTEE (IAC): A State agency that assists in determining how state funds will be used to aid localities in the construction of public schools.

INTERFUND TRANSACTIONS: Type of transaction in which one fund transfers resources to another fund. One fund recognizes an Other Financing Source or Transfer In and the other fund recognizes an Other Financing Source or Transfer Out.

INTERGOVERNMENTAL REVENUES: Revenues from other governments (State, Federal, or Local) which can be in the form of grants, shared revenues, or entitlement.

GLOSSARY

INTERNAL SERVICE FUND: This type of fund is used to account for the financing of goods or services provided by one department of a government to other departments or agencies on a cost reimbursement basis.

INVENTORIES: Consist of expendable supplies held for the County's use and are valued at the lower of cost or market using the First-In/First-Out Method. Inventories in all funds are initially recorded in the inventory account and recognized as expenditures when consumed.

L

LEASE PURCHASE: A financing method of purchasing equipment in which payments are spread over a period of time.

LEVY: The amount of tax, service charge, and assessments imposed by the government.

LIABILITY: Loan, expense, or any other form of claim on the assets of an entity that must be paid or otherwise honored by that entity.

M

MAJOR FUNDS: Under GASB No. 24 the focus of the fund financial statements is on major funds. Defined based on a numerical formula, these funds generally represent the government's most important funds. Once identified, each major governmental and enterprise fund is presented in its own column in the governmental and proprietary fund statements.

MODIFIED ACCRUAL BASIS: The governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Measurable" means knowing or able to reasonably estimate the amount. "Available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

N

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) The primary permitting program under the Clean Water Act, which regulates all discharges to surface water. It prohibits discharge of pollutants into waters of the United States unless EPA, a state, or a tribal government issues a special permit to do so.

NET ASSETS: The difference between assets and liabilities in proprietary funds. The balance in this account is the cumulative results of actual revenues and expenditures over time.

NON MAJOR FUNDS: Under GASB No. 24 those funds not meeting the major fund criteria are considered non major funds. These funds are presented in aggregate and presented in single columns- one in the governmental fund statements, and one in the proprietary fund statements.

O

OPERATING BUDGET: The annual budget which supports the day to day operations of County agencies.

OPERATING COSTS: Includes services & charges such as telephone, utilities, conferences & meetings, consultants, training, and uniforms, as well as, supplies, which would include expenses such as printing, auto fuel, general supplies, and office supplies.

OTHER POST EMPLOYMENT BENEFITS (OPEB): GASB Statement 43 requires that a post employment benefit plan, such as health insurance and life insurance costs, be set up for retired employees and that disclosure of the funding status of the plan be shown in the County's financial statements. GASB Statement 45 requires that the County account for the actuarially determined liability of the post employment benefit and annual contribution to the plan.

OUTSIDE AGENCIES: Agencies of the County which are not subject to full County appropriation authority due to State Law, such as College of Southern Maryland, Public Library, Health Department, the Board of Education, and the Volunteer Fireman's Association.

P

PART-TIME: Period of hours worked by an employee totaling less than 25 hours per week.

PAY-GO: Pay-Go funding is the application of operating revenues for projects. The County typically uses this type of financing for projects that are relatively small in nature, have short life spans, or as a supplement to long-term financing.

PERSONAL SERVICES: Labor costs associated with the payment of County personnel. These include salaries and other wages, such as overtime, part-time, and shift differential.

PROGRAM OPEN SPACE (POS): A State program that helps finance investment in new facilities and parks.

PROPRIETARY FUNDS: The focus of proprietary fund measurement is upon determination of operating income, changes in net assets, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The County's enterprise funds are proprietary funds.

GLOSSARY

R

REVENUES: Monies received by the County to support its budget and enable the employees to provide services needed by the public. Property taxes, building permits, and receipts from State and Federal sources are examples.

RIGHT-OF-WAY (ROW): The land used by a public utility.

RISK MANAGEMENT: The coordinated and continuous effort to minimize the potential financial and human resource losses arising from worker's compensation, liability and property exposures.

S

SPECIAL REVENUE FUNDS: Account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Special Revenue Funds of the county are non-major funds.

STORMWATER MANAGEMENT: The management of stormwater which is rainwater and melted snow that runs off streets, lawns, and other sites. When stormwater is absorbed into the ground, it is filtered and ultimately replenishes aquifers or flows into streams and rivers. In developed areas, however, impervious surfaces such as pavement and roofs prevent precipitation from naturally soaking into the ground. Instead, the water runs rapidly into storm drains, sewer systems, and drainage ditches and can cause: downstream flooding, stream bank erosion, increased turbidity (muddiness created by stirred up sediment) from erosion, habitat destruction, changes in the stream flow hydrograph (a graph that displays the flow rate of a stream over a period of time), combined sewer overflows, infrastructure damage, and contaminated streams, rivers, and coastal water.

T

TAG-A-BAG: Rather than paying a per-ton fee for usage of the Sanitary Landfill, an individual may opt to purchase a tag for each trash bag. The price of each tag roughly equates with its per-ton usage fee.

TAX INCREMENTAL FINANCING (TIF): A financing method that capitalizes on the difference between current and future assessments generated by the increased value of a redeveloped area. The ad valorem revenues are used to offset the public expense incurred in connection with the redevelopment. In most jurisdictions, tax increment financing is associated with bond issues.

TRANSFERS IN: Financial inflows from other funds of the government reporting entity that are not classified as interfund services provided and used, reimbursements or loans.

TRANSFERS OUT: This category type is used for transferring funds from one fund to another. Typically this represents the County's local match of a State or Federal grant.

TRI-COUNTY: Three Southern Maryland counties consisting of Charles, Calvert, and St. Mary's.

U / V

USER FEE: A service charge for the use of water and/or sewer utilities billed on a per 1,000 gallon consumption basis.

VanGO: All transportation services offered by Department of Community Services are combined to form the VanGO program.

VOLUNTEERS IN COMMUNITY SERVICE (VICS): A court ordered alternative to incarceration. Individuals perform court ordered community services in lieu of points and/or incarceration.

W

WATERSHED IMPLEMENTATION PLAN: In December 2010, the U.S. Environmental Protection Agency (EPA) approved Maryland's Phase I Watershed Implementation Plan to reduce the nutrient and sediment pollution to the Chesapeake Bay. The next phase, known as Phase II, divides the statewide nutrient and sediment reduction goals among the localities. This affords jurisdictions autonomy in determining the most cost effective best management practices to meet nutrient and sediment reduction goals.

ACRONYMS/ABBREVIATIONS

A

A&E:	Architectural & Engineering
ADA:	American with Disabilities Act
AEU:	Automated Enforcement Unit
ALS:	Advanced Life Support
APFO:	Adequate Public Facilities Ordinance
APF:	Adequate Public Facilities
ARRA:	American Recovery & Reinvestment Act
ASA:	Amateur Softball Association
ASP:	Aging Schools Program

B

BJAG:	Byrne Memorial Justice Assistance Grants
BLS:	Basic Life Support
BOCA:	Building Official and Code Administrators
BOE:	Board of Education
BNR:	Bio-Nutrient Removal
BRAC:	Base Realignment and Closure

C

CAD:	Computer-aided Design
CCACCYF:	Charles County Advocacy Council for Children, Youth, and Families
CCAEMS:	Charles County Association of Emergency Medical Services
CCBJIG:	Coordinating Communications between the Juvenile Intervention Unit
CCG:	Charles County Government
CCGTV:	Charles County Government Television
CCPS:	Charles County Public Schools
CCSO:	Charles County Sheriff's Office
CCVFA:	Charles County Volunteer Fireman's Association
CDBG:	Community Development Block Grant

CDL:	Commercial Drivers License
CIP:	Capital Improvement Program
CMOM:	Capacity, Management, Operation, and Maintenance
CPI:	Consumer Pricing Index
CS:	Community Services
C-SAFE:	Collaborative Supervision and Focused Enforcement
CSM:	College of Southern Maryland
CY:	Calendar Year

D

D.A.R.E.	Drug Abuse Resistance Education
DCS:	Department of Community Services
DNR:	Department of Natural Resources
DoD:	Department of Defense
DOT:	Department of Transportation
DPW:	Department of Public Works
DRRA:	Developer's Rights and Responsibilities
DSS:	Department of Social Services

E

EAP:	Employee Assistance Program
EDD:	Economic Development Department
EEO:	Equal Employment Opportunity
EF:	Enterprise Fund
EMS:	Emergency Medical Services
EMT:	Emergency Medical Technician
EOC:	Emergency Operations Center
E.S.:	Elementary School (in reference to schools)
ES:	Emergency Services (in reference to public safety)
ESD:	Environmentally Sensitive Design
ETC:	Energetics Technology Center

ACRONYMS/ABBREVIATIONS

F

FARU: False Alarm Reduction Unit

FMLA: Family Medical Leave Act

FAS: Fiscal and Administrative Services

FFY: Federal Fiscal Year

FY: Fiscal Year

FTE: Full Time Equivalent

FB: Fund Balance

G

GAAP: Generally Accepted Accounting Practices

GASB: Governmental Accounting Standards Board

GFOA: Government Finance Officers Association

GIS: Geographic Information System

GO: General Obligation

GOCCP: Governor's Office of Crime Control & Prevention
In Maryland

H

H & CD: Housing and Community Development

HAZMAT: Hazardous Materials

HCV: Housing Choice Voucher Program

HOA: Homeowners Association

HOADR: Homeowners Association Dispute Review Board

HR: Human Resources

H.S.: High School

HUB
Zone: Historically Underutilized Business Zone

HUD: U.S. Department of Housing and
Urban Development

HVAC: Heating, Ventilating, and Air Conditioning

I

IAC: Interagency Committee on School Construction

ICC: International Code Council

IH: Indian Head

IVR: Interactive Voice Response

J

JDC: Juvenile Drug Court

JLUS: Joint Land Use Study

L

LEED: Leadership in Energy and Environmental
Design

LOSAP: Length of Service Awards Program

LPRP: Land Preservation and Recreation Plan

M

MACo: Maryland Association of Counties

MALPF: Maryland Agricultural Land Preservation Foundation

MAP: Maryland Access Point

Matt.: Mattawoman

MBE: Minority Business Enterprise

MDE: Maryland Department of the Environment

MDOT: Maryland Department of Transportation

MGS: Maryland Geological Survey

MIEMSS: Maryland Institute for Emergency Medical Services

MICU: Mobile Intensive Care Unit

MIS: Management Information Systems

MOU: Memorandum of Understanding

MOSCAD: Motorola Supervisory Control and Data Acquisition

MOSH: Maryland Occupational Safety and Health

MPCTC: Maryland Police and Correctional Training
Commission

MRA: Mental Retardation Association

MSP: Maryland State Police

M.S.: Middle School

ACRONYMS/ABBREVIATIONS

MTA:	Mass Transit Authority	RPTP:	Rural Public Transportation Program
MWWTP:	Mattawoman Wastewater Treatment Plant	RTU:	Rooftop Units
<u>N</u>		<u>S</u>	
NACo:	National Association of Counties	SAO:	State's Attorney's Office
NEPA:	National Environmental Protection Act	SBDC:	Small Business Development Commission
NPDES:	National Pollutant Discharge Elimination System	SCADA:	Supervisor, Control, and Data Acquisition
NSWC:	Naval Surface Warfare Center	SCC:	St. Charles Companies
NWS:	New World System	SDAT:	State Department of Assessments and Taxation
<u>O</u>		SDARB:	Site Design & Architecture Review Board
OAA:	Older Americans' Act	SELP:	Settlement Expense Loan Program
OPEB:	Other Post Employment Benefits	SHIP:	State Health Insurance Program
OSHA:	Occupational Safety and Health Administration	SHSP:	State Homeland Security Program
<u>P</u>		SLBE:	Small Local Business Enterprise Program
PEP:	Planned Employment Park	SMECO:	Southern Maryland Electric Cooperative
PDR:	Purchase of Development Rights	SMCJA:	Southern Maryland Criminal Justice Academy
P.G.:	Prince George's County	SR:	Special Revenue
PGM:	Planning and Growth Management	SRF:	Special Revenue Fund
PILOT:	Payment in lieu of taxes	SWM:	Solid Waste Management
P.O.:	Purchase Order	SWOT:	Strengths, Weaknesses, Opportunities, and Threats
POS:	Program Open Space	SYTEP:	Summer Youth Employment and Training Program
PS:	Pump Station	<u>T</u>	
PSA:	Public Service Announcement	TCAS:	Tri-County Animal Shelter
PUD:	Planned Urban Development	TCC:	Tri-County Council
PW:	Public Works	TCYSB:	Tri-County Youth Services Bureau
<u>R</u>		TDR:	Transferrable Development Rights
RAP:	Rental Assistance Program	TIF:	Tax Incremental Financing
RC&D:	Resource Conservation and Development	TOD:	Transit Oriented Development
RFP:	Requisition for Purchase	TRT:	Tactical Response Team
RIM:	Resource & Infrastructure Management		
ROW:	Right of Way		

ACRONYMS/ABBREVIATIONS

U

- UCR: Uniform Crime Report
- USACE: United States Army Corps of Engineers
- UV: Ultraviolet

V

- VICS: Volunteers in Community Service
- VITAL: Vision in Teamwork and Leadership
- VFD: Volunteer Fire Department

W

- W&S: Water & Sewer
- WIP: Watershed Implementation Program
- WPRF: Watershed Protection and Restoration Fund
- WRAC: Water Resource Advisory Committee
- WSSC: Washington Suburban Sanitation Commission
- WUDS: Waldorf Urban Design Study
- WURC: Waldorf Urban Revitalization Corridor
- WWTP: Wastewater Treatment Plant

Index

INDEX

	<u>Page #</u>		<u>Page #</u>
ABBREVIATIONS & ACRONYMS	524	CAPITAL BUDGET'S - Fiscal Years 2016 – 2020	
BOARD OF EDUCATION		Detention Center Pump Station Rehab.....	351
Capital Improvement Program.....	293	Detention Center Roof Replacement.....	348
County Operating	69	Develop Road Safety Prioritization Measure & Inventory...	338
Public School Information.....	33	Dr. Gustavus Brown E.S. RTU/Boiler Replacement.....	296
BUDGET		Dr. Samuel A. Mudd Elementary - Renovation.....	300
Approved Budget - All Funds.....	20	Elementary School #22.....	299
Basis of Budgeting & Accounting	15	Elementary Schools - Playground Replacement	310
Budget Message to Citizens.....	1	Elementary School - Site Acquisition.....	314
Budget Process.....	16	Engineering Plan Digitization.....	332
Calendars (Operating Budget & Capital Budget).....	18	Environmental Service Fund CIP Summary.....	457
Description of Each Fund.....	13	Eva Turner E.S. Renovation & Study.....	304
Fund Balance- Changes.....	22	Full-Day Kindergarten Addition: Berry E.S.	301
Fund Structure.....	12	Full-Day Kindergarten Addition: Jenifer E.S.	298
Policies: Financial and Operational.....	5	Full-Day Kindergarten Addition: Malcolm E.S.	302
CABLE TV ACCESS & I-NET FUND	228	Full-Day Kindergarten Addition: Matula E.S.	297
CAPITAL BUDGET'S - Fiscal Years 2016 – 2020		Fund Description.....	275
Agricultural Preservation.....	326	FY2016 Capital Projects and FY2016-2020 Plan Graphs...	284
Approved Capital Project Program - A Three Year View ..	463	General Government CIP Summary.....	322
Automation & Technology Master Plan- Facilities.....	342	General Government Graphs.....	323
Automation & Technology Master Plan - Landfill.....	453	Generator Replacement Program.....	337
Automation & Technology Master Plan- Water & Sewer....	416	Gilbert Run/Oak Ridge Connection Trail.....	367
Benedict Waterfront Village Enhancements.....	341	Gleneagles 2MG Water Tower.....	406
Benjamin Stodder M.S. Renovation & Study.....	305	Government Building Water Infiltration Improvements.....	347
Bensville/Bryans Rd Wtr Systems Interconnection Stdy....	413	Government Center Master Plan.....	355
Bensville Road Water Line Extension.....	412	Health Department Roof Replacement.....	345
Bensville Water Tower No. 8.....	403	Healthcare Training Facility.....	321
Bibury Lane Bridge Replacement.....	387	Hughesville Package Treatment Plant.....	434
Billingsley Road Safety Improvements.....	380	Hughesville Sewer System.....	448
Board of Education CIP Summary.....	293	Hughesville Water Line.....	414
Board of Education Graphs.....	294	In-Line Sewer Equalization Study.....	447
BOE: Various Maintenance Projects.....	312	Indian Head E.S. Boiler Replacement.....	308
Bridge Replacement Program.....	382	Influent/Effluent Pump Station.....	421
Bryans Road 2MG Water Tower.....	411	Intersection Analyses/Traffic Signal Warrant Analyses.....	391
Capital Project Impacts on Operating Budgets.....	278	La Plata Library Relocation.....	357
Center for Trades and Energy Training Building.....	319	Landfill CIP Summary.....	451
Chapel Point Water Tower (Relocated).....	404	Landfill Graphs.....	452
Charles County Courthouse HVAC Improvements.....	346	Landfill Leachate Conveyance System.....	454
Cliffon Pump Station #4.....	432	Landfill Leachate Pretreatment Facility.....	455
Cliffon Replacement Well.....	410	Landfill Storm Water Management Ponds.....	456
Cliffon WWTP Improvements.....	441	Light Rail Transit Initiative.....	379
Cobb Island Drainage Study.....	461	Lighting Retrofit.....	330
Cobb Island/Swan Point Interconnection.....	429	Local Portable Classrooms - Various Schools.....	313
College of Southern Maryland (CSM) CIP Summary.....	317	Maintenance Projects.....	328
College of Southern Maryland Graphs.....	318	Marshall Hall Road Gravity Sewer.....	435
Comprehensive Plan.....	277	Mary H. Matula E.S. Roof Replacement.....	303
County Drainage Systems Improvement Program.....	374	Mattawoman Infiltration and Inflow.....	424
Countywide Building Re-Keying.....	343	Mattawoman WWTP Automation.....	425
Courthouse Renovation.....	331	Mattawoman WWTP Berm Relocation.....	433
Cumulative Operating Impact of the CIP.....	279	McDonough H.S. Renovation Study/Phase 1 Renovations	306
Deferred Capital Improvement Projects.....	277	MD Route 5 Pump Station Forcemain.....	437
Description: Capital Improvement Program	275	Middle School - Site Acquisition.....	315
Detention Center & Annex Improvements.....	350	Middletown Road Phase 3.....	386
Detention Center Annex Roof and Walls Improvements....	349	Middletown/Billingsley Rds Traffic Signal & Intersection Improvements.....	389
		Mill Hill Road Upgrade.....	378
		Milton Somers Football Stadium Improvements.....	365
		Milton Somers M.S. Gym Bleacher Replacement.....	316

INDEX

	<u>Page #</u>
CAPITAL BUDGET'S - Fiscal Years 2016 – 2020	
Mt. Carmel Woods/CSM Pump Stations & Forcemains Phase 3.....	442
MWWTP Belt Filter Press Replacement.....	444
MWWTP Clarifier and Thickener Repairs.....	428
MWWTP Effluent PS Forcemain Improvements.....	450
MWWTP Electrical System Replacement.....	422
MWWTP Flow Equalization.....	423
MWWTP Primary Clarifiers #1-4 Demolition.....	445
MWWTP Utility Water System Evaluation & Improvement.....	430
National Guard Armory Renovations Study.....	358
Neighborhood Traffic Calming Program.....	385
NPDES Retrofit Projects.....	460
Oak Ridge Development Phase II.....	366
Old McDaniel Road to Ocelot Street.....	388
Old Washington Road Reconstruction.....	381
Old Washington Road Sewer.....	443
P.D. Brown Library Improvements.....	335
Park Repair & Maintenance Projects.....	362
Parking Lot Improvements.....	334
Parks CIP Summary.....	359
Parks Graphs.....	360
Pedestrian & Bicycle Facilities.....	363
Pinefield Water Tower Rehabilitation.....	405
Piney Branch Sewer Replacement (Upper Reaches).....	436
Pisgah Flare Station.....	457
Planning & Growth Management: Capital Services.....	473
Planning & Growth Management Studies.....	329
Popes Creek Rail Trail.....	368
Private Water System Interconnection Program.....	415
Public Facility Impact Fee Analysis.....	354
Public Works Campus Stormwater Mgmt Improvements...	462
Pump Station Rehabs and Replacements.....	426
Purchase of Developments Rights (PDR) Program.....	327
Radio Communications System Upgrade.....	356
Radio Station Road/Route 488 Traffic Signal & Geometric Improvements.....	390
Replacement of County Financial Software Program.....	353
Revenue Description.....	275
Road Overlay Program.....	373
Robert J. Fuller Transitional Home Improvements.....	336
Rural Legacy Program.....	325
Safety Improvement Program- Existing Roadways.....	375
Satellite Wastewater Facility Upgrades.....	427
Satellite Water Facility Upgrades.....	402
Security Upgrades.....	344
Settle Woods Water Tower Rehabilitation.....	409
Sewer CIP Summary.....	418
Sewer Graphs.....	419
Sewer Model Update.....	431
Sheriff's Office Improvements.....	333
Sidewalk Improvement Program.....	377
Site Improvements/Asphalt Replacement Program.....	311
Smallwood M.S. Roof/Chiller/H&V/UV Replacement.....	309
South County Water Transmission Main.....	401
Southwinds Pump Station Outfall Gravity Sewer.....	449
St. Patrick's Dr. & Western Pkwy.- Pedestrian Intersection Improvements.....	384
Summary of FY2016-2020 Plan.....	286

	<u>Page #</u>
CAPITAL BUDGET'S - Fiscal Years 2016 – 2020	
Traffic Signal Program.....	376
Transportation CIP Summary.....	369
Transportation Graphs.....	371
Transportation Map.....	370
Treasurer's Office Reconfiguration.....	417
Trends and Assumptions for Estimates.....	276
Tri-County Animal Shelter Improvements.....	352
Underground Infrastructure Repairs.....	398
Understanding a CIP Budget Form.....	282
Uninterrupted Power Supply (UPS) Replacement Program.....	340
Upgrade Telecom, PBX, Safety & Security Systems.....	320
Waldorf Fire House Water Tower Replacement.....	407
Washington Ave.- Various Intersection Improvements.....	383
Water CIP Summary.....	395
Water Graphs.....	396
Water Model Update.....	399
Water Studies.....	400
Water, Sewer, & Solid Waste Project Map.....	394
Waterfront Acquisition.....	364
Watershed Protection and Restoration CIP Graphs.....	459
Western Parkway Road Improvements Phase 2.....	392
Western Parkway Road Improvements Phase 3.....	393
Westlake H.S. Roof Replacement.....	307
White Plains 2MG Water Tower.....	408
White Plains Failing Septics.....	446
WPRF CIP Summary.....	458
WURC Implementation Studies.....	339
Zekiah Interceptor Sewer Upgrades.....	440
Zekiah Pump Station Forcemain.....	439
Zekiah Pump Station Upgrade.....	438
 CAPITAL OUTLAY	 265
COLLEGE OF SOUTHERN MARYLAND	
Capital Improvement Program.....	317
County Operating	70
 COMMISSIONERS	
Budget Message to Citizens.....	1
Commissioner's Office Budget.....	101
District Map.....	inside
	back cover
 COMMUNITY SERVICES	
Administration.....	140
Aging and Community Centers.....	142
Aging Grants	240
Community Development Administration.....	248
Community Development Block Grants.....	246
General Fund Summary.....	138
Housing Assistance.....	247
Housing Authority.....	145
Nanjemoy Community Center	210
Recreation (Enterprise Fund).....	209
Recreation (General Fund).....	144
Transportation & Community Programs.....	141
Transportation Grants.....	245

INDEX

	<u>Page #</u>		<u>Page #</u>
CONSERVATION OF NATURAL RESOURCES		FEES & CHARGES	
General Fund Summary.....	165	Solid Waste Fees.....	191
Gypsy Moth	168	Water & Sewer Fees.....	180
Resource Conservation & Development	169	Watershed Protection and Restoration Fee.....	196
Soil Conservation.....	167		
University of Maryland Extension.....	166	FINANCIAL PLANNING	
Weed Control.....	168	Capital Indicator.....	505
		Debt Indicators.....	500
DEBT SERVICE		Expenditure Indicators.....	494
Bond Rating Agencies and Charles County's Rating.....	509	Financial Indicator Support Data.....	507
Impact on Future Operations.....	511	Five Year Planning Description	475
Limitations on Debt	510	General Fund – Five Year Plan.....	476
Revenue & Expense Summary.....	257	Operating Position Indicators.....	497
Schedule of Debt Outstanding	513	Resource Indicator.....	506
Schedule of Future Debt Service Requirements.....	512	Revenue & Expense Indicators.....	493
		Revenue Indicators.....	486
ECONOMIC & STATISTICAL INFORMATION		Solid Waste- Five Year Plan.....	484
.....	29	Trends and Assumptions for Estimates.....	475
(see General, Economic, & Statistical information for more detail)		Unfunded Liability Indicators.....	503
		Water & Sewer Fund- Five Year Plan	480
ECONOMIC DEVELOPMENT		WPRF- Five Year Plan	485
Economic Development Department.....	162		
Economic Development Summary/Graph.....	161	FINANCIAL POLICIES.....	
Loan Programs.....	256		5
Other.....	163	FISCAL and ADMINISTRATIVE SERVICES	
		Accounting.....	127
EMERGENCY SERVICES		Administration	121
Animal Control.....	92	Budget.....	122
Animal Shelter.....	93	General Fund Summary.....	119
Animal Shelter/Control Donations.....	230	Information Technology.....	124
Career Emergency Medical Services.....	95	Purchasing.....	126
Emergency Management.....	97	Treasury.....	128
Emergency Management Grants.....	235	Water & Sewer Billing.....	189
Emergency Services Administration.....	90		
False Alarm Reduction Unit.....	91	GENERAL, ECONOMIC, & STATISTICAL INFORMATION	
Fire & EMS Communications.....	94	Assessed & Estimated Market Value of All	
Tactical Response Team.....	96	Property Classes.....	40
		Attractions.....	38
ENTERPRISE FUNDS		Business/Industrial Property.....	49
Description.....	173	Dwelling Units & Persons per Unit.....	47
Environmental Service Fund.....	193	Educational Attainment.....	45
Inspections & Review Fund.....	201	Elected Official Structure & Physical Description	29
Recreation Fund.....	208	Employers- Major.....	44
Revenue Description, Trends and Assumptions.....	173	Employment: Average Quarterly Employment.....	43
Revenue & Expense Summary.....	173	Employment: Hourly Wage Rates.....	44
Solid Waste	191	Gender and Race.....	45
Tourism and Concerts.....	211	Housing Units- Type.....	47
Vending Machines	211	Income Tax Returns by MD Adjusted Gross Income.....	44
Water & Sewer Fund	180	Map: Charles County Location	31
Watershed Protection & Restoration Fund.....	196	Median Household Income.....	45
		Organizational Chart.....	30
ENVIRONMENTAL SERVICES		Parks & Recreation.....	34
Environmental Services Capital Improvement Program....	457	Per Capita Income.....	45
Environmental Service Fee.....	193	Permit Information.....	48
Environmental Services Operating Budget.....	193	Population and Age Distribution.....	46
		Property Tax Calculation	41
FEES & CHARGES		Property Tax Levies.....	41
Environmental Service Fee.....	193		

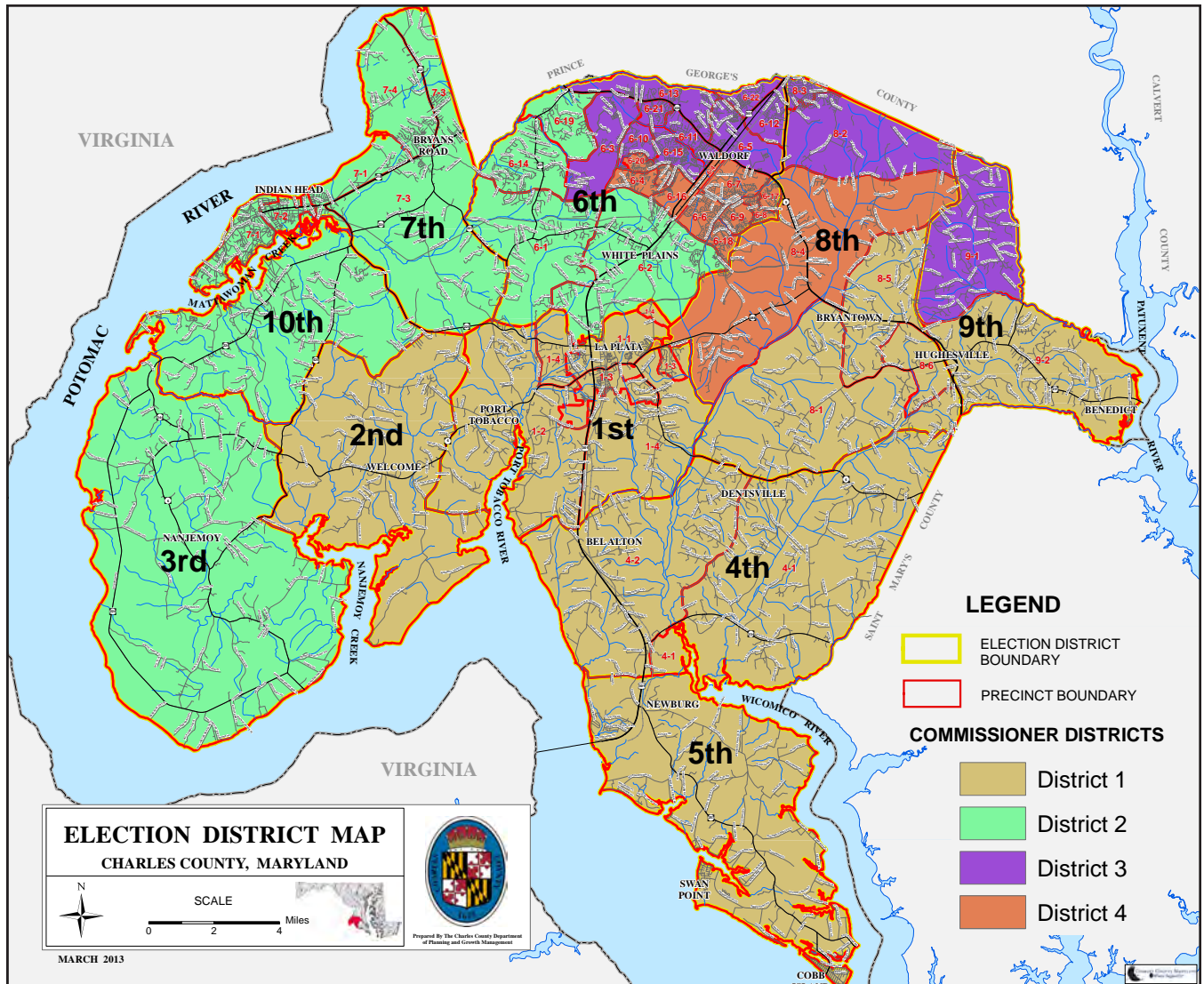
INDEX

	<u>Page #</u>		<u>Page #</u>
GENERAL, ECONOMIC, & STATISTICAL INFORMATION		HEALTH	
Property Taxes Rates-County-Wide	41	Charles County Department of Health.....	158
Public School Facilities.....	33	Health Summary/Graph	157
Race and Gender.....	46	Other.....	160
Sales and Use Tax Collections	45	INDEX	529
Tax Payers- Leading.....	40	INSPECTIONS AND REVIEW FUND	201
Tax Rates/Budget- 50 Year History.....	42	LANDFILL- (see SOLID WASTE)	
Transportation.....	49	LIBRARY	
Unemployment Rate.....	43	County Operating	71
Utilities.....	49	MAPS	
GENERAL FUND		Commissioner District Map.....	inside back cover
Administration.....	104	Location: Charles County.....	31
Board of Education.....	69	Public School Facilities.....	33
Capital Projects Transfer.....	170	Transportation CIP Map.....	370
Central Services.....	113	Water, Sewer, & Solid Waste CIP Map.....	394
Circuit Court, Grand Jury, and Law Library.....	115	MISSION STATEMENT	back cover
College of Southern Maryland.....	70	OPERATIONAL BUDGETS	
Commissioners.....	101	Understanding an Operating Division/Program	
Commissioner Office Administration.....	103	Budget Form.....	51
Community Services Summary/Graph.....	138	ORGANIZATIONAL CHART	30
Conservation of Natural Resources	165	PERSONNEL	259
Contingency.....	171	PLANNING & GROWTH MANAGEMENT	
County Attorney.....	102	Administration.....	149
Debt.....	98	Agricultural Preservation.....	254
Economic Development Summary.....	161	Capital Services.....	473
Education Summary/Graph	68	Codes & Permits: General Fund.....	154
Election Board.....	109	Codes & Permits: Inspection & Review Fund.....	204
Emergency Services Summary/Graph.....	88	Codes & Permits: Water & Sewer Fund.....	187
Expenditures by Account Classification Graph.....	67	Codes & Permits: Watershed Protection and Restoration Fund.....	198
Expenditures by Division.....	64	Inspection & Enforcement: General Fund.....	152
Expense Graph.....	63	General Fund Summary.....	147
Fiscal and Administrative Services Summary/Graph.....	119	Inspection & Enforcement: Inspections & Review Fund.....	202
Fund Description.....	53	Inspection & Enforcement: Watershed Protection and Restoration Fund.....	198
General Government Summary/Graph.....	99	Planning Grants.....	255
Health Summary/Graph	157	Planning: Environmental Services	195
Human Resources Administration	111	Planning: General Fund.....	150
Library.....	71	Planning: Watershed Protection and Restoration Fund.....	197
Liquor Board.....	110	Resource & Infrastructure Management: General Fund.....	156
Media.....	106	Resource & Infrastructure Management: Inspection.....	
Orphan's Court.....	114	and Review Fund.....	206
Other Education.....	73	Resource & Infrastructure Management: Water and Sewer Fund.....	188
Other Fringe Benefits.....	112	Resource & Infrastructure Management: Watershed Protection and Restoration Fund.....	199
Planning & Growth Management Summary/Graph.....	147	Site Design and Architectural Review.....	205
Public Safety.....	74	Water & Sewer Administration.....	186
Public Works Summary/Graph.....	130		
Revenue & Expense Summary.....	60		
Revenue Descriptions.....	54		
Revenue Detail by Account Classification.....	61		
Revenue Graph.....	53		
Safety	108		
Security	105		
Sheriff's Summary/Graph.....	75		
Social Services.....	164		
State's Attorney's Office.....	117		
Tourism (Office of).....	107		
Volunteer Fire Protection & Emergency Medical Services..	97		
GLOSSARY	519		

INDEX

	<u>Page #</u>		<u>Page #</u>
PUBLIC WORKS- FACILITIES		SPECIAL REVENUE FUNDS	
Administration.....	132	Planning Grants.....	255
Administration: Watershed Protection and Restoration Fund.....	199	Public Safety Grants.....	230
Building & Trades.....	133	Revenue Descriptions.....	213
General Fund Summary.....	130	Revenue & Expense Summary.....	218
Parks and Grounds.....	134	Sheriff's Special Programs.....	239
Recycling & Litter Control.....	194	Southern Maryland Criminal Justice Academy.....	239
Road Maintenance.....	137	Special Revenue Graphs.....	216
Road Maintenance: Watershed Protection and Restoration Fund.....	200	Tourism.....	256
Solid Waste.....	191	Transportation.....	245
Vehicle Maintenance.....	136	Volunteer Fire & Emergency Medical Services.....	237
PUBLIC WORKS- UTILITIES		STATISTICAL INFORMATION	
Mattawoman Treatment Plant.....	183	(see General, Economic, & Statistical information for more detail)	
Meters.....	190	STORMWATER MANAGEMENT	
Satellite Sewer Systems.....	182	(see WATERSHED PROTECTION AND RESTORATION)	
Water.....	184	TAX RATES	
RECREATION		Admission & Amusement Tax.....	58
Enterprise Fund.....	208	Excise Tax.....	276
General Fund (Community Services).....	144	Hotel / Motel Tax.....	58
SEWER- (see WATER & SEWER)		Income Tax Rate- Local.....	57
SHERIFF		Property Taxes-County-Wide	41
Automated Enforcement Unit (AEU).....	86	Real Property Transfer Tax.....	58
Corrections.....	84	Recordation Tax.....	57
Fingerprinting Services.....	87	Tax Rates/Budget- 50 Year History.....	42
Grants: Public Safety.....	231	UTILITIES- (see PUBLIC WORKS- UTILITIES)	
Sheriff's Office.....	77	VEHICLES & EQUIPMENT.....	
Sheriff's Special Programs.....	239	265	
Southern Maryland Criminal Justice Academy.....	239	VENDING MACHINES ENTERPRISE FUND.....	
SOCIAL SERVICES.....		211	
164		VISION STATEMENT.....	
164		back cover	
SOLID WASTE (Landfill).....		WATER & SEWER	
Solid Waste Capital Improvement Program.....	451	Water & Sewer Capital Improvement Program.....	394
Solid Waste Fees.....	191	Water & Sewer Fees.....	180
Solid Waste- Five Year Plan.....	484	Water & Sewer Fund- Five Year Plan	480
Solid Waste Operating Budget.....	191	Water & Sewer Operating Budget.....	180
SPECIAL REVENUE FUNDS		WATERSHED PROTECTION AND RESTORATION	
Aging Grants	240	Watershed Protection and Restoration CIP.....	458
Agricultural Preservation.....	254	Watershed Protection and Restoration Fee.....	196
Animal Shelter/Control.....	230	Watershed Protection and Restoration Five Year Plan.....	485
Cable TV Access & I-Net Fund.....	228	Watershed Protection and Restoration Operating.....	196
Charles County Advocacy Council for Children, Youth, and Families.....	253		
Child Support	249		
Circuit Court Law Library.....	230		
Community Development Administration.....	248		
Community Development Block Grants.....	246		
Description.....	213		
Drug Forfeitures.....	238		
Economic Development Loan Programs.....	256		
Emergency Management Grants.....	235		
Housing Assistance.....	247		
Housing Special Loans	248		
Nuisance Abatement Fund.....	254		

Charles County, Maryland Commissioner Resident Districts



The President of the County Commissioners, who must declare his or her candidacy at the time of filing, is elected county-wide and may reside anywhere within the county. The four Commissioner members also run county-wide but one must reside within each of the four Commissioner districts.

Charles County Government

Michael D. Mallinoff
County Administrator

The Charles County Government is responsible for the writing, production, and distribution of this publication.

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Equal Opportunity County

Mission Statement

The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient, and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning, and have an appropriate managerial organization tempered by fiscal responsibility. We support and encourage efforts to grow a diverse workplace.

Vision Statement

Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Charles County
Maryland**

For the Fiscal Year Beginning

July 1, 2014

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Charles County, Maryland** for its annual budget for the fiscal year beginning **July 1, 2014**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.