

FISCAL YEAR 2021

COMMISSIONERS OF ST. MARY'S COUNTY

APPROVED BUDGET BOOK



ST. MARY'S COUNTY, MARYLAND

APPROVED REVENUES AND APPROPRIATIONS
OPERATING AND CAPITAL BUDGETS

FISCAL YEAR 2021

COMMISSIONERS OF ST. MARY'S COUNTY



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Equal Opportunity

Mission Statement

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

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

For the Fiscal Year Beginning
July 1, 2019

Christopher P. Morill

Executive Director

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

THE MISSION OF THE COMMISSIONERS OF ST. MARY'S COUNTY



RESPONSIBLE TO THE COUNTY'S CITIZENS

Low Taxes, Balanced Budget, High Ethical Standards, Citizen Engagement, Quality Customer Service, Transparent Operations, and Support Programs for Youth, Families & Seniors.



PROVIDE EFFECTIVE AND EFFICIENT SERVICES

Robust Capital Improvements, Infrastructure Investments, Eliminate Unnecessary Obstacles, Enhance Partnerships, Use Data Driven Priorities, Identify Technological Opportunities, and Inspire Competent Human Resource Capabilities.



PRESERVE THE COUNTY'S ENVIRONMENT, HERITAGE, AND RURAL CHARACTER

Follow Comprehensive Land Use Plan, Support Land Preservation, Parks & Recreation Plan, Conserve Agricultural Lifestyle, Preserve Historical County Assets, Lead Conservation Efforts, and Promote Our Heritage.



FOSTER OPPORTUNITIES FOR FUTURE GENERATIONS

Prioritize Economic Development, Achieve Excellence in Public Education, Commit to Higher Education Opportunities, Provide Quality Public Safety, Foster Entrepreneurial Initiatives, Leverage Community Priorities, and Maximize Citizen Contributions.



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ST. MARY'S COUNTY

APPROVED OPERATING AND CAPITAL BUDGETS

FOR FISCAL YEAR 2020-2021

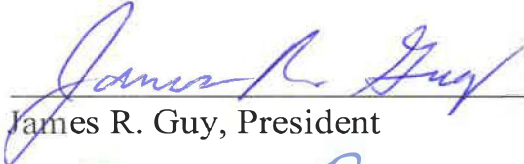
The Approved Budget for St. Mary's County for Fiscal Year beginning July 1, 2020 and ending June 30, 2021, as represented by the detailed and fully itemized statement contained within the "Approved Budget Document", is this date, May 19, 2020 approved by the Commissioners of St. Mary's County.

THIS DATE:

May 19, 2020

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




James R. Guy, President



Eric Colvin, Commissioner



Michael L. Hewitt, Commissioner


Todd B. Morgan, Commissioner


John E. O'Connor, Commissioner

ATTEST:


Dr. Rebecca Bolton Bridgett
County Administrator


L. Jeannett Cudmore
Chief Financial Officer

FY2021 APPROVED BUDGET MESSAGE

TO THE CITIZENS OF ST. MARY'S COUNTY:

The Commissioners of St. Mary's County approved this FY2021 Approved Budget on May 19, 2020. It is based on recurring revenues of \$248,250,005 and the use of fund balance of \$4,961,718 combined increase of \$98,249 or 0.04% compared to the FY2020. Recurring expenses are limited to recurring revenues. Allocation to the Board of Education increases their recurring funding by \$3,300,000. Funding for the Sheriff's Office is increased by \$4.5 million over the FY2020 approved. The capital improvement program (CIP) budget includes funding for FDR Boulevard Extended, Roadway & Safety Improvements, Land Preservation, Adult Detention Center Upgrades, Housing & Medical Units, Airport Improvements, Multi-Purpose Synthetic/Turf Fields, and \$18.1 million in public school projects - for a total of \$83.8 million.

REVENUE RATES

The County's Property tax rate remains the same as the prior year at .8478 which is .0119 higher than the Constant Yield Tax (CYT) rate of \$.8359. Assessments from the State grew by 2.5% compared to final assessments for FY2020, reflecting a modest growth. The Property Tax Revenue increase is approximately \$2.6 million or 2.3%, over the FY2020 Approved Budget. The senior tax credit programs collectively reduce property taxes by an estimated \$975,000.

The County's Income tax rate remains the same at 3.17% and revenue is expected to increase \$6.7 million over the FY2020 Approved Budget with the full year impact of the rate increase on January 1, 2020. The income tax revenue for FY2021 reflects an assumed 3.5% growth in taxable income, based on the average 4-year growth of 4.2% in tax years 2015 – 2018. The additional revenue will adequately fund Public Safety, Education and County Government.

Revenues, excluding grants and the use of fund balance, are estimated to increase by approximately \$9.7 million over FY2020. From total budget perspective revenue growth, excluding the rate increase and use of fund balance, the future budgets are projected to be between 2% and 3%. As we made decisions about this budget, we considered the long term and recurring impact of any changes we proposed, including the review of a multi-year operating plan through FY2025. CIP Operating Impacts continue to be reviewed closely in the next couple of years with completed projects having a need for over 34 employees principally for the ADC.

ALLOCATIONS REFLECT COMMUNITY PRIORITIES

The County's recurring funding for the Sheriff's Office increased by 9.6% for non-grant activities. Funding increase primarily reflects full year salary increases for sworn employees and promotional ranks. The ADC project had construction funding starting in FY2020, for a total project cost of \$29 million. Project includes \$13.6 million of State funding.

We increased the Board of Education recurring funding by 3.1%, which brings total county funding to \$109,542,921; State-mandated maintenance of effort requires \$106,855,430. Funding for the BOE represents over 45% of the County's non-grant and recurring revenue. When combined with State and other funding, the Board of Education unrestricted operating is \$231,070,606, 4.0% increase over FY2020 Approved Budget.

Recurring funding for County department-based activities and programs, excluding grants, increased by \$1.2 million, 2.5%. Funding for County employees includes year two of the three-year phase-in of compensation study, with a merit and 1% COLA. Fee related changes are included for Land Use & Growth Management and Recreation & Parks Enterprise Fund.

Seventh District Volunteer Rescue Squad rescue tax rate increased from .011 to .030.

MAINTAINING ADEQUATE RESERVES

The June 30, 2019 audit reflects an unassigned general fund balance of \$30.3 million. The ratio of County reserves to Revenue percentage is 20%. This budget includes the use of \$4.9 million of unassigned general fund balance for CIP Pay-Go funding and Non-Recurring Operating in the general fund. We feel this planned use of non-recurring funds will maintain our policy percentage of 15%. Maintaining a healthy fund balance can help the County to weather negative revenue results and avoid sudden disruption or elimination of services, by allowing time for a plan to be developed to address negative trends.

Retiree Health Benefits are funded at \$3.6 million; this reflects payment to current retirees. The County Net OPEB Liability at June 30, 2019 was \$10.1 million, funded at 89.46%. Debt Service has a net decrease of \$1,105,395 reflecting retired debt and full year debt service for the 2020 sale of \$30 million.

Debt Capacity is analyzed during the Capital Improvement Process using two ratios: 1) The Debt to Assessed Value, below our Legal Debt Limit of 2.15%, to include the debt of METCOM and 2) Debt Service expense to Operating Revenues below 10%. In the six-year plan, Debt to Assessed Value ratio ranges from 1.84% to 2.13%. The Debt Service expense to Operating Revenues ratio ranges from 5.08% to 6.11%. We are well within Debt Affordability on both ratios.

POSITIONING COUNTY SERVICES FOR STABILITY

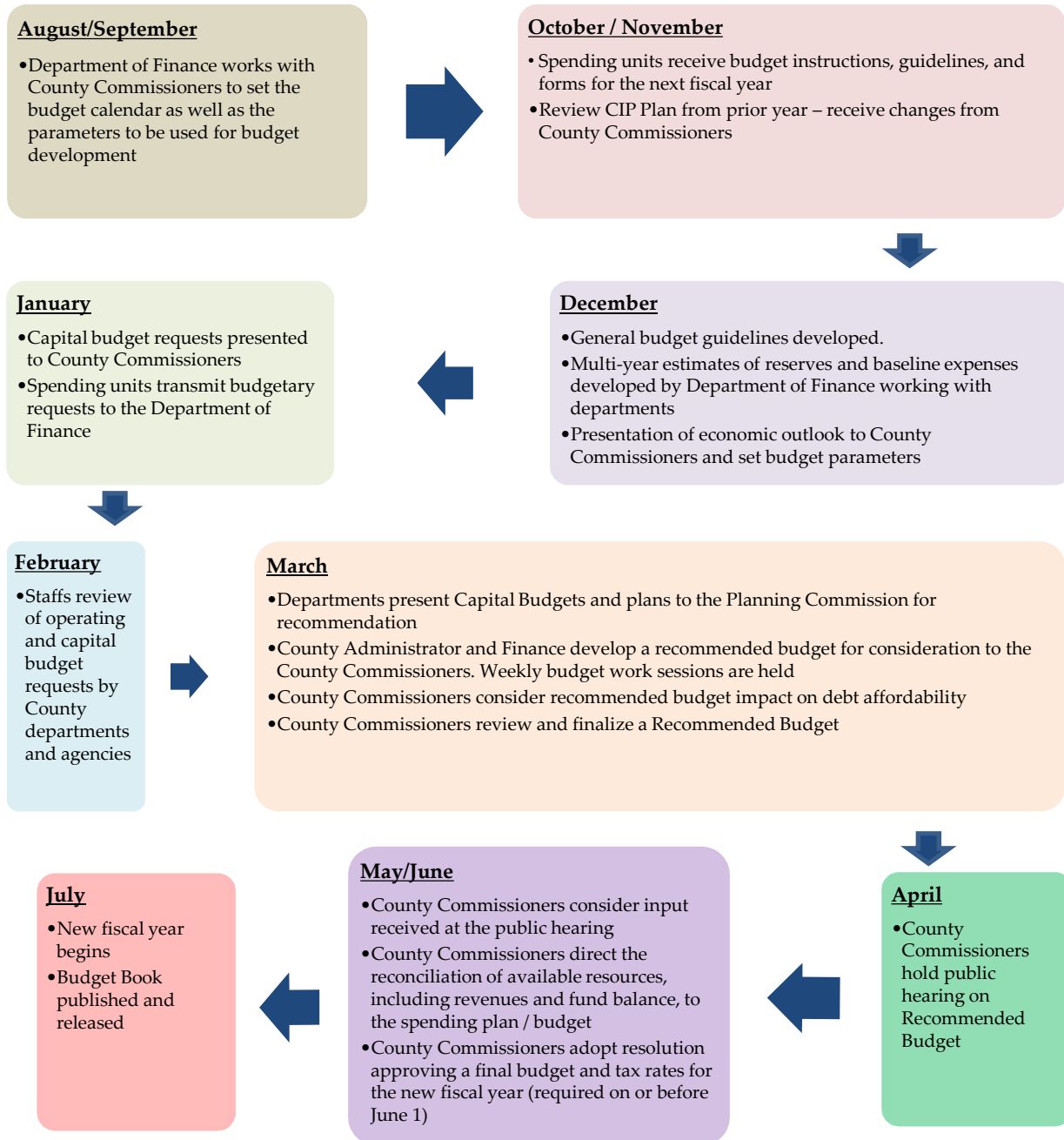
This Approved Budget is our proposed fiscal plan for FY2021. We review each budget request carefully and apply resources based on the needs and priorities of this community. It is challenging to strike a good balance between available resources and sustainable spending. We enter FY2021 with continued uncertainty of the full coronavirus pandemic impact to our County and community and will monitor the budget and change course, if warranted.

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

COMMISSIONERS OF ST. MARY'S COUNTY

THE ST. MARY'S COUNTY BUDGET PROCESS

The County budget consists of the current expense operating budget, the capital budget and program, and the budget message. It represents a complete financial plan of the County and reflects receipts and disbursements from all sources. The County budget formulation process begins in August for the fiscal year that begins on the following July 1. The steps in the budget process are as follows:



READERS' BUDGET GUIDE

The *Introduction* includes information with respect to the County's budget process.

The *Operating Budget* section presents summary and detailed information concerning the General Fund revenue structure and projections. The General Fund expenditure structure is described; summary and detailed information is included by spending unit and departments. Spending unit budgets are individually presented by the following sections: County Departments, Elected Officials, State Agencies/Independent Boards, and Other Budget Costs. Each spending unit budget displays a categorization of expenditures for the actual FY2019 expenditures, the approved FY2020, and the requested and approved FY2021 budgets. It also includes a description of the spending unit's programs and responsibilities, and highlights of the budget for FY2021. Performance indicators provide citizens and decision-makers with a clear understanding of both the size and scope of County services, as well as service and activity trends. Also provided is a Multi-year General Fund projection for FY2022 – FY2025. Summary financial information is also presented on the County's Enterprise and Special Revenue Funds, Special Assessments Funds, and Fire/Rescue District Tax.

The *Capital Budget* section includes summary and detailed information relative to the Capital Improvements Fund and highlights of the FY2021 Capital Budget and Five-Year Capital Program (FY2022 to FY2026). Individual project pages are presented within the following project categories: Land Conservation, Highways, Marine, Public Facilities, Public Schools, Recreation and Parks, and Solid Waste. Each project page contains a project description, reference compliance with the Comprehensive Plan, discussion of operating budget impact, project cost by phase and year, funding source, and a section on impact on annual operating budget for current fiscal year and future five years.

The *Appendix* provides supplemental information on the County government organization, authorized positions and salary schedules, the property tax and other local taxes, outstanding County debt, fund balance, and legal budgetary and fiscal procedures. It also includes demographic information about St. Mary's County and a brief history. A glossary of terms is also included.

FISCAL YEAR 2021 BUDGET – How to Read the Budget Page


<p><i>Reading a typical budget page</i></p>	<p>Operating Budget The budget document presents in a standard format – A description of functions, activities, and goals for each department, or spending unit. Then followed with additional information as shown on the next two pages.</p>
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Name of Spending Unit →

Link to mission on page II →

COUNTY COMMISSIONERS / ADMINISTRATOR



DESCRIPTION

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

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

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

FISCAL YEAR 2021 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p>Operating Budget</p> <p>The Description is followed by the operating budget. The budget page shows actual and estimated expenditures over a three-year period, and major highlights of the new budget. Staffing, and quantitative indicators of workload and performance are also presented.</p>
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Will show the budget for organization by division (if applicable) & total →

Overview of the budget for the new year, including major changes from the prior budget →

Specific quantitative measures of work to be performed or accomplished or results obtained →

COUNTY COMMISSIONERS / ADMINISTRATOR				
DESCRIPTION (continued)				
the dissemination of information in emergency situations as well as issuing news releases and other information to the media and the public. This office is also responsible for overseeing the content and organization of information on the county website and other social media sites on behalf of the Commissioners.				
OPERATING BUDGET				
County Commissioners / County Administrator	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Legislative/County Commissioners	\$436,991	\$487,866	\$487,866	\$478,609
County Administrator	385,166	428,737	428,737	\$432,473
Public Information	229,785	356,347	266,267	\$280,974
Total Department	\$1,051,942	\$1,272,950	\$1,182,870	\$1,192,056
HIGHLIGHTS				
The budget for the County Commissioners/Administrator is \$1,272,950, an increase of \$142,473 or 12.6%. It includes the county employee compensation changes mentioned in the budget highlights and new video screen equipment upgrades in CSMC Meeting Room.				
STAFFING				
County Commissioners / County Administrator	FY2020 Adjusted	FY2021 Request	FY2021 Approved	
Legislative/County Commissioners	6.75	6.75	6.75	
County Administrator	3.0	3.0	3.0	
Public Information	3.0	3.0	3.0	
Total Department	12.75	12.75	12.75	
PERFORMANCE MEASURES				
Indicators	Actual FY2019	Estimated FY2020	Projected FY2021	
Board of Health meetings	1	2	2	
Boards, Committees and Commissions	39	43	44	
Coffee w/County Administrator	6	6	6	
County Administrator Business Items Approved	206	239	240	
CSMC Budget Work Sessions	9	10	10	
CSMC Business Meetings	58	47	50	

Funds requested in New Year

Funds approved in New Year

Original approved budget

Audited actual expense for prior year

Full-time and Part-time staff by Division for prior, requested and approved budgets

FISCAL YEAR 2021 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p><i>Operating Budget</i></p> <p>The amount of pages for departments or spending unit will vary.</p>
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COUNTY COMMISSIONERS / ADMINISTRATOR			
PERFORMANCE MEASURES (continued)			
Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
CSMC emails processed	2,002	1,317	1,400
CSMC Executive Sessions	49	64	50
CSMC Public Forums	4	4	4
CSMC Public Hearings	17	9	12
Events attended by CSMC	224	250	250
Incoming USPS mail processed	820	600	600
Managers meetings	8	10	10
MetCom joint meetings with CSMC	2	2	2
Minutes prepared for meetings	36	37	37
NAS/PAX River joint meetings with CSMC	2	2	2
News releases issued	296	300	300
OPEB meetings	4	4	4
Phone calls from citizens	21,966	28,000	30,000
Proclamations and commendations issued	352	350	350
Resolutions and Ordinances passed by CSMC	41	42	44
Sheriff's Retirement Board meetings	10	10	10
SMC Public Schools joint meetings with CSMC	2	2	2
Special events: Fire/Rescue, Law Enforcement Day, Flag Day, Veterans Day, Ribbon Cuttings, groundbreaking, etc.	12	15	15
Tri-County Council full council meetings	4	4	4
Video-tape productions (in-house meetings, off-site shoots, special projects)	343	350	350
Written responses to citizens from CSMC	164	227	225
XMT – Executive Management meetings	19	20	20

FISCAL YEAR 2021 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p>Capital Budget</p> <p>A separate project page is presented for each capital project approved in either the budget year or planned for future program years. The project purpose and scope are described, estimated costs are broken down by project phase, and funding is indicated by specific revenue source. The specific location of the project is also indicated.</p>
---	---

A TYPICAL CAPITAL BUDGET PAGE

Specific Capital Project

Description, planning justification & other detailed information

Discussion of Operating Budget Impact

Prior year funding


Project expenses

Total estimated Project costs

Specific source of funds for project by year

Incremental operating costs by current year

Capital Improvement Program
FY21 - FY26

Project Title Sheriff's Headquarters Facility	Project Number PF-2101	Classification Public Facilities
<p>Project Description</p> <p>Construct the following facility infrastructure to support the Sheriff's Office facility infrastructure requirements through 2040 as a result of the 2019 Sheriff's Office Master Planning study:</p> <ol style="list-style-type: none"> 1)44,860 SF Headquarters Facility 2)15,000 SF Evidence Storage Building 3)40,000 SF Vehicle Evidence Storage Lot 4)Secure personnel/patrol parking lot (235 car capacity) 5)Secure patrol/overflow vehicle parking (140 car capacity) <p>The facilities will be designed as Risk Category Four per the St. Mary's County adopted Building Code, 2015 IBC. The new facilities will occupy the 13.5 acre area in the northeast portion of the Governmental Center.</p> <p>Construction costs from study based upon FY22 construction start and should be escalated 3% for future years. Cost data was derived from contemporary, code compliant law-enforcement based facilities in the Mid-Atlantic Region. Most of the facilities in the sample have some form of ballistic resistance, structural hardening, advanced communication infrastructure, and critical system redundancy (i.e. emergency power).</p> <p>Construction cost of HQ facility is in FY2026. Evidence Storage Facility top priority for FY24.</p>		
<p>Discussion of Operating Budget Impact</p> <p>Annual cleaning costs are estimated at \$1.60 SF for all County facilities. \$73,955 for HQ Facility and \$24,720 for the Evidence Storage Building. Alarm services \$2,165, fire extinguisher testing \$125, pest control is \$885 annually for annual total cost of \$3,175. Annual utility costs at \$4/SF. The HQ Facility utilities are \$185,400. The Evidence Storage Building is \$61,800. Maintenance mechanic costs are estimated at \$1.10/SF.</p>		<p>Compliance With Comprehensive Plan Section 10.2.2 A.vi. Meet increasing health and public safety needs of the population. P. 10-2</p>

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
PLANNING/DESIGN	3,250,000		1,750,000			1,500,000			
CONST. HQ FACILITY	23,611,155							23,611,155	
CONST. EVIDENCE STORAGE	6,303,600					6,303,600			
UTILITIES	772,500					772,500			
INSPECTION/CONST. MNGMT	750,000		50,000		250,000		450,000		
FURNISHINGS & EQUIPMENT	927,000					127,000		800,000	
INFORMATION TECHNOLOGY	154,000					100,000		54,000	
CONTINGENCY (3%)	921,850				460,925		460,925		
TOTAL COSTS	36,690,105		1,800,000		710,925	8,803,100	910,925	24,465,155	

Funding Schedule								
	Total Project	Prior Approval	Budget FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
BONDS	36,690,105		1,800,000		710,925	8,803,100	910,925	24,465,155
TRANSFER TAXES								
IMPACT FEES								
PAY-GO								
STATE FUNDS								
FEDERAL FUNDS								
TOTAL FUNDS	36,690,105		1,800,000		710,925	8,803,100	910,925	24,465,155

Operating Impacts		FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
CONTRACTED SERVICES (Alarm, FE testing, pest control)							3,175
HQ FACILITY CLEANING COSTS							73,955
HQ FACILITY UTILITIES (Elec./Water & Sewer)							185,400
EVIDENCE STORAGE CLEANING COSTS					24,720		
EVIDENCE STORAGE UTILITIES (Elec./Water & Sewer)					61,800		
ADDITIONAL MAINTENANCE MECH COSTS (\$1.10/SF)					16,500		49,350
TOTAL COSTS					103,020		311,880

Project Number

General budget category of CIP

Compliance information

Funds appropriated in current year for project

Estimated costs of project phases over the next 5 years

Total funding for Project

Incremental operating costs of project over the next 5 years

BASIS OF ACCOUNTING / BUDGETING

Basis of accounting refers to the point at which revenues or 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.

Basis of Accounting – Accrual, Modified Accrual and Budget Basis

- a. *Accrual Basis* – The Commissioners of St. Mary’s County, for both governmental and business-type activities use the accrual basis of accounting in their financial statements and also, 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 of 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.
- b. *Modified Accrual Basis* – 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, and “Available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days after year-end. All other revenue items are considered to be measurable and available only when cash is received by the County. Expenditures (including capital outlay) are recorded when the related liability is incurred. However, debt service expenditures (principal and interest), as well as expenditures related to compensated absences and claims and judgments, are recorded only when due.
- c. *Budget Basis of Accounting* – The County also utilizes a budget basis of accounting, in order to provide a meaningful comparison of actual results with budget estimates. Under the budget basis, encumbrances are recorded as the equivalent of expenditures, as opposed to only a reservation of fund balance.

DESCRIPTION OF FUNDS

Governmental Funds:

Governmental funds are used to account for essentially the same functions reported as governmental activities, focusing on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources. The Commissioners of St. Mary's County maintains five individual governmental funds: general, capital projects, special assessments, miscellaneous revolving fund, and emergency support.

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

Capital Projects – Capital project expenditures and revenues are accounted for in a separate Capital Improvements Fund. The St. Mary's County Code requires the annual adoption by the Commissioners of St. Mary's County of a separate capital budget and program. The budget and plan are categorized according to the following project classifications: land conservation, highways, marine, public facilities, public schools, recreation and parks, and solid waste. Financial resources include debt-borrowing, federal and state grants, general fund revenues, and other local government and private sector contributions.

Miscellaneous Revolving Fund – This is a special revenue fund established to account for certain earmarked revenue sources designed to finance particular functions or activities. The combination of audited fund balance and projected revenues should equal or exceed the requested expenses.

Special Assessments – In St. Mary's County there are four distinct classifications of special assessments. These include: shore erosion control, roadway improvements and lighting, storm water drainage, and waterway dredging. Depending upon the type of special assessment, the project may require interfund loans. Provision is then made for the benefiting property owner to pay installments through the property tax system on an annual basis.

Emergency Support – Through an Emergency Services Tax, the County dedicates a funding stream for the County's emergency services activities and organizations, funded by that tax. Funding supports the county's volunteer fire departments and rescue squads as well as the advanced life supporting operation. The funds are remitted by the Treasurer and credited to this revolving fund.

Enterprise Funds:

Enterprise Funds are used to report the same functions presented as business-type activities. The Commissioners of St. Mary's County uses enterprise funds to account for Wicomico Golf Course, fee-based Solid Waste and Recycling Activities, and Recreation Activities.

Wicomico Golf Course – The Wicomico Shores Golf Enterprise fund finances the public golf operation in St. Mary's County. This complex includes an 18-hole golf course, restaurant, banquet room, club house, pro shop and two tennis courts.

Solid Waste and Recycling – This enterprise captures the direct operating costs and related fees. The Solid Waste and Recycling Fee is collected annually through the Property Tax bills (Environmental Service Fee).

Recreation Activities – Programs offered through the Recreation Division of the Department of Recreation and Parks are financed through fees established for the different activities. Programs and facilities include child care centers, summer day camps, sports programs, youth and adult leisure programs, amusement park ticket sales, gymnastics center, regional park, indoor recreation center, teen center and museums.

DEPARTMENT or AGENCY / FUND RELATIONSHIP

The following table shows which funds are utilized for each Department / Agency:

	GOVERNMENTAL			ENTERPRISE		
	General Fund	Capital Projects	Other	Solid Waste/ Recycling	Wicomico Golf	Recreation Activities
County Departments						
County Commissioners/County Administrator	✓					
Aging & Human Services	✓		✓			
County Attorney	✓					
Economic Development	✓	✓				
Finance	✓					
Human Resources	✓		✓			
Information Technology	✓	✓				
Land Use & Growth Management	✓	✓	✓			
Public Works & Transportation	✓	✓	✓	✓		
Recreation & Parks	✓	✓			✓	✓
Emergency Services	✓	✓	✓			
Elected Officials						
Circuit Court	✓					
Orphans' Court	✓					
Office of the Sheriff	✓	✓	✓			
Office of the State's Attorney	✓		✓			
Office of the County Treasurer	✓					
Boards and State Agencies*						
Department of Health	✓	✓				
Department of Social Services	✓					
Alcohol Beverage Board	✓					
Board of Elections	✓					
University of Maryland Extension (UME)	✓					
Ethics Commission	✓					
St. Mary's Forest Conservation Board	✓					
Soil Conservation District	✓					
So. MD Resource Conservation & Development	✓					
So. MD Tri-County Community Action Committee, Inc.	✓					
Tri-County Council for Southern Maryland	✓					
Tri-County Youth Services Bureau, Inc.	✓					
SDAT - Leonardtown Office	✓					
Southern Maryland Higher Education Center	✓					
Board of Education	✓	✓				
College of Southern Maryland	✓					
Board of Library Trustees	✓					

**County Funding relationship only*

FY2021 APPROVED BUDGET SUMMARY

FUND DESCRIPTION	FY2019 ACTUAL	FY2020 APPROVED	FY2021 REQUESTED	FY2021 APPROVED
<u>General Fund</u>	\$ 225,812,953	\$ 253,113,474	\$ 269,119,674	\$ 253,211,723
<u>Enterprise Funds</u>				
Recreation and Parks Activity Fund	2,618,715	4,008,046	3,966,554	4,042,587
Wicomico Shores Golf Fund	1,318,895	1,528,269	1,469,993	1,493,979
Solid Waste & Recycling	4,404,423	5,258,705	5,369,189	5,375,993
<u>Special Revenue Funds</u>				
Miscellaneous Revolving Fund	337,385	786,658	618,058	620,379
Special Assessments Fund	42,369	48,694	48,694	48,694
Emergency Services Support Fund	3,602,242	3,946,707	4,198,931	3,932,121
<u>Other Operating Funds-Independent Board</u>				
<i>(Non-Appropriated State, Federal, Miscellaneous Funds)</i>				
Board of Education-General Operating	116,343,157	115,842,846	116,942,556	121,527,685
Board of Education - Restricted Fund	14,481,290	27,815,426	30,960,739	34,525,725
Board of Education - Revolving Fund	7,279,896	7,853,740	8,020,132	8,020,132
Board of Library Trustees	983,440	1,029,755	997,194	997,194
College of Southern Maryland	<u>55,435,112</u>	<u>61,488,902</u>	<u>56,142,732</u>	<u>56,037,546</u>
<u>Total Operating Funds</u>	\$432,659,877	\$482,721,222	\$497,854,446	\$489,833,758
<u>Capital Projects Fund</u>	\$58,702,945	\$81,700,793	\$83,552,007	\$83,769,625

THE TOTAL BUDGET FOR ST. MARY'S COUNTY

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

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

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

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

FISCAL YEAR 2021 TOTAL OPERATING BUDGET - BY FUND

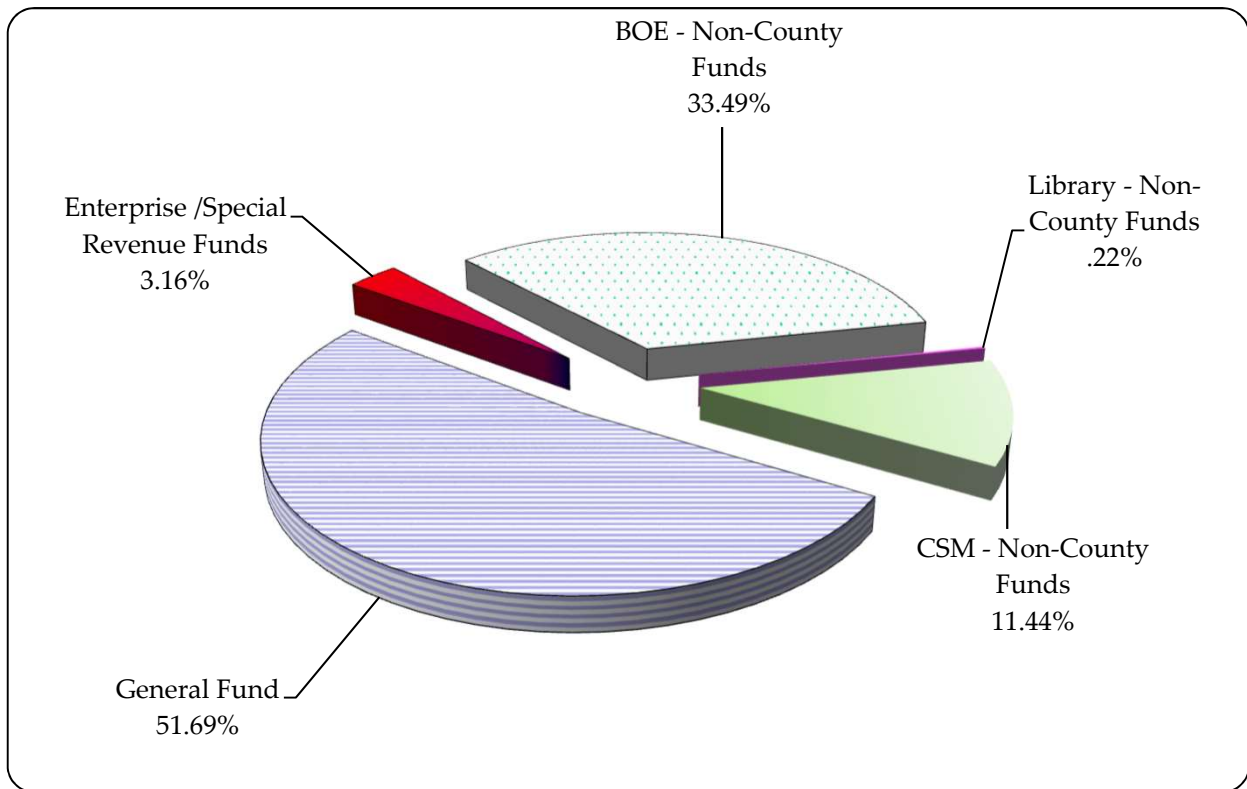
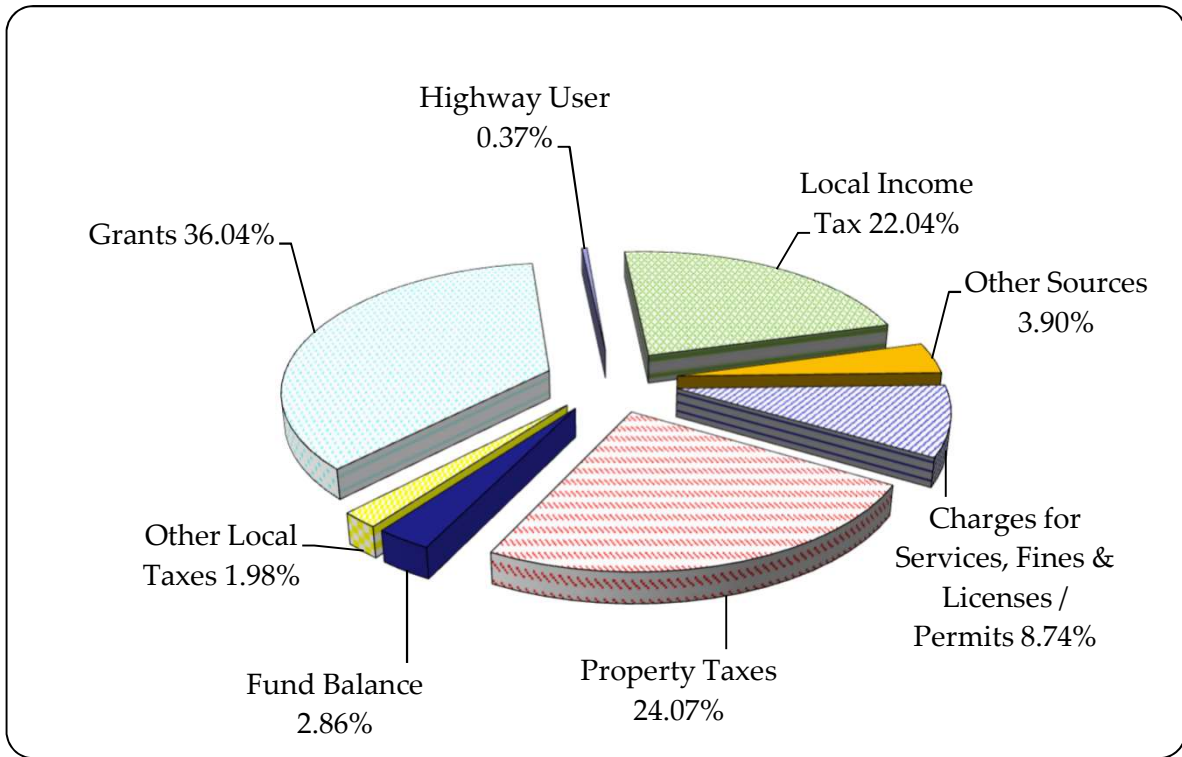


Chart shows the Percentages of the FY2021 Operating Budget - by Fund Categories

General Fund	\$253,211,723
Bd. of Education - Non-County Funds	164,073,542
CSM – Non-County Funds	56,037,546
Enterprise / Special Revenue Funds	15,513,753
Library - Non-County Funds	<u>997,194</u>
Total – All Funds	<u>\$489,833,758</u>

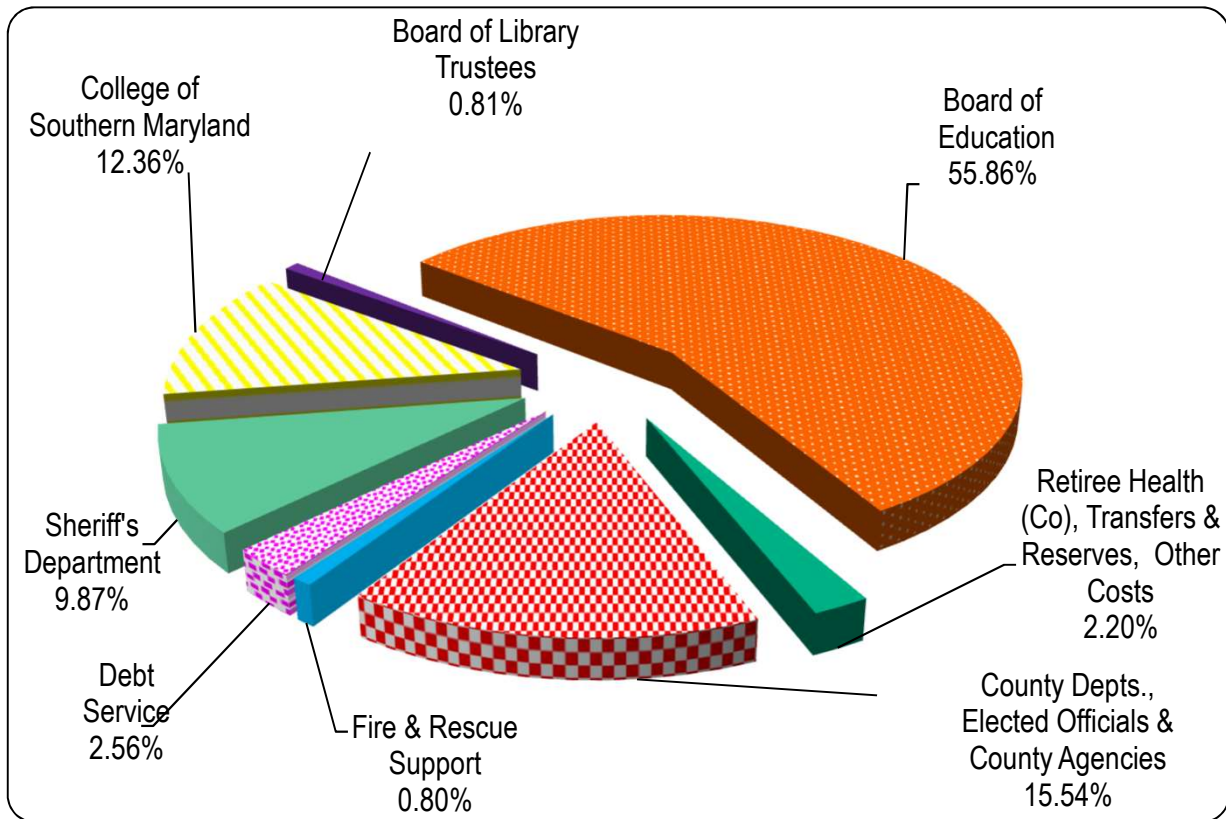
FY2021 TOTAL BUDGET - REVENUES



Projection of Revenue Sources that make up the FY2021 Budget Total of \$489,833,758 – by Percentages

State / Federal Grants	\$176,556,489
Property Taxes	117,894,704
Local Income Tax	107,975,165
Charges for Services / Licenses / Fines	42,832,590
Other Sources	19,102,736
Other Local Taxes	9,688,694
Highway User Revenues	<u>1,791,108</u>
Sub-Total	\$475,841,486
Appropriation of Fund Balance	<u>13,992,272</u>
\$4,961,718 – County	
\$6,118,680 – Board of Ed	
\$2,853,878 – CSM	
\$57,996 – Library	
Total Budget – Revenues	<u>\$489,833,758</u>

FY2021 TOTAL BUDGET - EXPENDITURES



**County Expenditures for FY2021 Total of \$489,833,758 –
Percentages by Entity/Category**

Board of Education	\$273,616,463
County Departments, Other Elected Officials & Co. Agencies	76,103,353
College of Southern Maryland	60,556,232
Sheriff's Department	48,348,779
Debt Service	12,539,808
Transfers & Reserves	5,580,000
Board of Library Trustees	3,963,556
Fire & Rescue Support	3,932,121
Retiree Health (County)	3,600,000
Other Costs	<u>1,593,446</u>
Total Budget-Expenditures	<u>\$ 489,833,758</u>

**GENERAL
OPERATING
FUND**

BUDGET HIGHLIGHTS

FY2021 APPROVED OPERATING BUDGET

The following represents brief highlights of budget changes between FY2020 and FY2021. For more detail, please refer to the appropriate sections of this Approved Budget book.

GENERAL:

The general fund budget totals \$253,211,723 which is \$98,249 or less than 1% more than the Approved FY2020 Budget.

This is comprised of revenues totaling \$248,250,005 which is a 4.2% increase from FY2020 revenues and the use of Fund Balance of \$4,961,718 for Capital Improvement Fund – Pay-Go and Non-Recurring General Fund expenditures.

REVENUES:

Real Property Tax Rate continues at \$.8478 per \$100 of assessed value; this is .0119 higher than the Constant Yield Rate of .8359. This tax rate is 1.4% higher than the Constant Yield Tax Rate and generates \$1,516,624 in additional revenues. Property tax revenue is estimated to increase \$2,577,143 over the FY2020 budget – to approximately \$114.8 million or 2.3% increase. Property tax revenue is calculated using the State’s estimated assessed value multiplied by the County’s tax rate. The County’s Homestead percentage remains at 3% and this limits the growth of primary residences. Senior Tax Credits have decreased from approximately \$1,050,000 in FY2020 to \$975,000 in FY2021 due to trend of actual credits in past year.

St. Mary’s County Income Tax rate continues at 3.17% of net taxable income. Income tax revenues are projected to increase \$6,702,598 or 6.6% over the FY2020 budget to a total of \$107.9 million. This rate increase was effective on January 1, 2020, and this budget reflects the full year impact of the increase. Tax year 2018 returns demonstrated a growth rate of 10.3%, which was an increase from the 2017 tax return results of 4.9%. This increase continues to be in line with activity across the State with average of 9%. For FY2021, we felt the 10.3% increase was unsustainable, so we reduced this in half and are using 5.2% for tax year 2018. We are conservatively growing tax year 2018 receipts by 3.5%, based on the County’s average last four tax years of 4.2% and the impact COVID-19 is having on the many citizens. Recognizing that the tax year is different than fiscal year, we estimate the tax year amounts and then recognize each half of the year in the fiscal year to which it belongs. For example, FY2021 is based upon half of estimated tax for calendar/tax years 2020 and 2021. We also included \$5.8 million as an estimated distribution the State makes of unallocated receipts, penalties, and interest.

REVENUES (cont'd):

Other Local Taxes total \$9,640,000 which is a \$155,000 reduction or 1.6% less than the Approved FY2020 Budget. Each of these taxes has different patterns of activity during the year, and the estimates for FY2021 are based on the FY2020 amounts to date, compared to prior trends. Though the estimate in total is reduced, energy taxes were increased by \$50,000 for a total of \$1,050,000.

Both CATV franchise fee and public accommodation tax revenue estimate was reduced based on trend collections. The public accommodation tax estimate was reduced further to account for the reduced travel due to the COVID-19 pandemic.

Highway User Revenue is a State formula driven distribution. The formula which includes motor fuel, vehicle titling taxes, and vehicle registration fees, has been severely reduced as a part of the State budget balancing initiated in the 2010 Budget. FY2021 Estimate from the State is \$1,791,108; this is \$127,314 less than the FY2020 Approved.

Charges for Services revenue is projected to decrease from \$3,170,746 in FY2020 to an estimated \$3,086,707 in FY2021, a decrease of \$84,039. The largest decrease is in Sheriff's Office Corrections – Juvenile Transport – this service is no longer active bringing estimate to zero.

State and federal grants are projected to be \$8,538,956 in FY2021, which is 3.6% higher than the approved FY2020. This is primarily due to the increase in the School Resources Officer and the IT Atlantic Broadband Expansion grants of \$198,020 and \$200,000, respectively. Additionally, the STS – Capital grant reduced by \$311,400.

Other revenues include an increase to interest income by \$500,000 compared to the prior year amount and increase of \$337,940 for the Health Insurance Refund to cover the employers share of the 3% increase in rates for FY2021.

FUND BALANCE:

The June 30, 2019 audit reflects an unassigned general fund balance of \$30.3 million. The ratio of County reserves to revenue percentage is 20%. This Approved Budget includes the use of \$4.9 million of unassigned general fund balance for CIP Pay-Go and Non-Recurring Operating in the general fund. The planned use of non-recurring funds will maintain the County's policy percentage of 15%.

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

EXPENSES:

COUNTY DEPARTMENTS

- Hourly position in Aging & Human Services to help with guardianship and increase meals and supplies for Seniors.
- Increased Software and Hardware for Information Technology for Enterprise upgrade and Security.
- New Vehicles (3) and Replacement Vehicles (4) for Departments to be Exempt Financed over five years.
- Replacement radios in Emergency Services to continue critical services and not have downtime.
- Second year funding of phase-in of compensation study, with a merit and 1% COLA. Top of Grade employees will also receive a \$500 stipend.
- Budgeted in Departments is Non-Profit funding, \$1,019,782.

ELECTED OFFICIALS

- Promotional Ranks for the Sheriff – Law and Corrections.
- Replacement Vehicles, Body Worn Cameras Hardware & Software and increased hourly employee costs for the Sheriff's Office.
- Full year impact for Law and Corrections on new scale approved in FY2020.
- Merit and 1% COLA and non-sworn top of grade employees will also receive \$500 stipend.
- \$42,257 for State's Attorney – conferences, books, uniforms and increased costs for Cooperative Reimbursement grant.

BOARDS and STATE AGENCIES

- The Health Department's budget includes \$36,572 to fund a contractual community health nurse and \$52,230 to fund an infectious disease nurse beginning mid-year.
- Department of Agriculture - \$14,000 increased Mosquito Control.
- Compensation for State Employee's is 2% to match State approval.
- Elections Board received additional funds for additional election judges and equipment.
- \$30,800 for Tri-County Council based approved legislation.
- Funding for the Library includes funds for phased in minimum wage increase.
- The Board of Education's (BOE) funding from the County totals \$109,542,921; recurring funding increased by \$3.3 million over the Approved FY2020. \$2,687,491 more than State-Mandated maintenance of effort (MOE); funding toward approved negotiated agreements. MOE is based on the MSDE Official enrollment of 17,138.

OTHER BUDGET COSTS

- Retiree Health Benefits are funded at \$3.6 million; this reflects payment to current retirees. The County Net OPEB Liability at June 30, 2019 was \$10.1 million.
- Debt service net decrease of \$1,105,395, combined retirement of debt and full year impact of the \$30 million sale in FY2020.

TRANSFERS and RESERVES

- This Approved Budget includes \$400,000 to maintain a Bond Rating Reserve equal to 6% of revenues and \$500,000 for the Reserve for Emergency Appropriations, to address unbudgeted expenditures, such as severe weather events, unbudgeted grant opportunities that may require a match, or budget shortfalls due to unexpected costs.
- Capital Improvement – Pay-Go funding \$4,680,000 from June 30, 2019 unassigned fund balance.

GENERAL FUND REVENUE STRUCTURE

St. Mary's County General Fund Revenues are categorized into several classifications for estimating and recording purposes. The broad revenue classifications are broken-down further into specific accounts. The revenue classifications include the following:

Property Taxes - Includes all revenues from real and personal property taxes, penalties and interest, and property tax credit adjustments.

Income Taxes - Local subdivisions in Maryland levy a percent of tax based upon individual State taxable income.

Other Local Taxes - Includes admissions and amusement taxes, recordation taxes, CATV franchise tax, energy taxes, trailer park tax, and public accommodations tax.

Highway User – The County's allocation of revenues collected by the State of motor fuel taxes, vehicle titling taxes and registration fees.

Licenses and Permits - Revenues received from individuals, firms, and corporations who must have a license or permit to engage in a particular trade, business, or activity. Examples include alcohol beverage licenses, trader's licenses, amusement licenses, building permits, grading permits, and plumbing permits.

Charges for Services - Fees and charges assessed by the County to offset the costs of various services. Examples include zoning and subdivision fees, sheriff's fees, inspection fees, client fees, 911 fees, and various correctional program fees.

Fines and Forfeitures - This classification relates primarily to revenues generated within the judicial system.

State/Federal Grants – Revenues received from State and Federal governments. This revenue can take the form of a general formula principally aid (e.g. Police Protection Aid) or specific program grants (e.g. Aging - Title III - Congregate Meals)

Other Revenues - Includes investment income, tax sale revenue, grant program contributions and donations, and miscellaneous sources.

Fund Balance - Use of prior year fund balance as a funding source for the current budget, used principally to fund non-recurring costs.

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BUDGET REVENUES - SUMMARY - ACTUAL COLLECTED

<u>REVENUE SOURCE</u>	FY2019	FY2020	FY2021	INCREASE (DECREASE) OVER FY2020 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
Total, Property Taxes	110,200,973	112,192,561	114,769,704	2,577,143	2.3%
Total, Income Taxes	97,443,439	101,272,567	107,975,165	6,702,598	6.6%
Total, Other Local Taxes	9,914,301	9,795,000	9,640,000	(155,000)	-1.6%
Total, Highway User	1,675,630	1,918,422	1,791,108	(127,314)	-6.6%
Total, Licenses and Permits	626,778	574,120	585,820	11,700	2.0%
Total, Charges for Services	3,051,146	3,170,746	3,086,707	(84,039)	-2.7%
Total, Fines and Forfeitures	71,022	26,500	24,500	(2,000)	-7.5%
Total, State/Federal Grants	6,196,018	8,242,568	8,538,956	296,388	3.6%
Total, Other Revenues	2,102,624	1,039,580	1,838,045	798,465	76.8%
Total - Other Financing Sources	0	14,881,410	4,961,718	(9,919,692)	-66.7%
TOTAL, GENERAL FUND REVENUE SOURCES	<u>\$231,281,931</u>	<u>\$253,113,474</u>	<u>\$253,211,723</u>	<u>\$98,249</u>	<u>0.04%</u>
Total, General Fund Revenues - (Excl. Other Financing Sources)	<u>\$231,281,931</u>	<u>\$238,232,064</u>	<u>\$248,250,005</u>	<u>\$10,017,941</u>	<u>4.2%</u>

EXPENDITURES SUMMARY

	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
Department/Spending Unit	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED	
					AMOUNT	PERCENT
County Commissioners/County Administrator	1,051,942	1,272,950	1,182,870	1,192,056	(80,894)	-6.4%
Aging & Human Services	4,664,796	4,851,462	4,961,807	5,183,058	331,596	6.8%
County Attorney	673,988	1,032,253	1,009,295	1,045,291	13,038	1.3%
Economic Development	2,181,600	1,794,079	1,790,864	1,782,435	(11,644)	-0.6%
Finance	1,587,929	1,877,826	1,872,826	1,983,700	105,874	5.6%
Technology	3,590,263	3,797,097	4,078,058	4,185,751	388,654	10.2%
Human Resources	1,614,631	1,739,607	1,788,810	1,782,219	42,612	2.4%
Land Use & Growth Management	2,147,447	2,864,939	2,849,178	2,874,474	9,535	0.3%
Public Works & Transportation	18,166,814	19,571,064	19,713,040	19,421,086	(149,978)	-0.8%
Recreation & Parks	4,053,439	4,408,260	4,355,613	4,383,812	(24,448)	-0.6%
Emergency Services	6,142,323	7,387,968	7,501,900	7,613,896	225,928	3.1%
Total, Departments	45,875,172	50,597,505	51,104,261	51,447,778	850,273	1.7%
Circuit Court	1,621,577	1,900,920	1,829,215	1,898,285	(2,635)	-0.1%
Orphans' Court	64,797	59,379	59,129	59,478	99	0.2%
Office of the Sheriff	39,457,780	43,844,213	53,746,813	48,348,779	4,504,566	10.3%
Office of the State's Attorney	3,596,324	4,223,700	4,651,336	4,505,144	281,444	6.7%
Office of the County Treasurer	443,763	497,393	497,393	518,820	21,427	4.3%
Total, Elected Officials	45,184,241	50,525,605	60,783,886	55,330,506	4,804,901	9.5%
Department of Health	2,224,130	2,411,633	2,581,486	2,633,716	222,083	9.2%
Department of Agriculture	65,500	77,000	91,000	91,000	14,000	18.2%
Department of Social Services	417,572	461,633	475,940	475,940	14,307	3.1%
Alcohol Beverage Board	309,086	355,343	355,343	386,888	31,545	8.9%
Board of Elections	973,476	1,171,320	1,358,560	1,358,560	187,240	16.0%
University of Maryland Extension (UME)	234,208	264,061	270,802	270,802	6,741	2.6%
Ethics Commission	0	833	833	833	0	0.0%
So. MD Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Soil Conservation District	78,357	77,063	81,497	81,497	4,434	5.8%
So. MD Resource Conservation & Development	13,300	13,300	15,300	13,300	0	0.0%
So. MD Tri-County Community Action Committee, Inc	16,000	16,000	35,000	16,000	0	0.0%
Tri-County Council for Southern Maryland	94,200	94,200	125,000	125,000	30,800	32.7%
Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	143,600	0	0.0%
SDAT - Leonardtown Office	379,828	439,394	452,580	452,580	13,186	3.0%
University System of Maryland at Southern Maryland (USMSM)	40,000	40,000	40,000	40,000	0	0.0%
County Funds - Board of Education-MOE	104,017,525	106,242,921	113,641,167	109,542,921	3,300,000	3.1%
County Funds - BOE Non-Recurring	0	0	2,035,700	0	0	0.0%
County Funds - College of Southern Maryland	4,326,962	4,767,300	4,518,686	4,518,686	(248,614)	-5.2%
County Funds - Board of Library Trustees	2,878,050	2,964,146	3,208,833	2,966,362	2,216	0.1%
Total, Boards and State Agencies	116,214,294	119,542,247	129,433,827	123,120,185	3,577,938	3.0%
SUB-TOTAL	207,273,707	220,665,357	241,321,974	229,898,469	9,233,112	7.1%
Other Budget Costs						
Appropriation Reserve	0	1,500,000	1,500,000	1,500,000	0	0.0%
Leonardtown Tax Rebate	43,493	43,487	43,446	43,446	(41)	-0.1%
Employer Contributions - Retiree Health Costs	3,392,169	3,300,000	3,600,000	3,600,000	300,000	9.1%
Employer Contributions - Unemployment	13,368	35,000	25,000	25,000	(10,000)	-28.6%
Bank / GOB Costs	10,192	35,000	25,000	25,000	(10,000)	-28.6%
Debt Service	11,635,436	13,645,203	12,939,808	12,539,808	(1,105,395)	-8.1%
Other Budget Costs	15,094,658	18,558,690	18,133,254	17,733,254	(825,436)	-4.4%
Subtotal, Excludes Transfers	222,368,365	239,224,047	259,455,228	247,631,723	8,407,676	6.6%
Transfers & Reserves						
CIP / Pay-Go	2,774,891	12,989,427	8,764,446	4,680,000	(8,309,427)	-64.0%
Reserve - Bond Rating	669,697	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
Transfers & Reserves	3,444,588	13,889,427	9,664,446	5,580,000	(8,309,427)	-59.8%
TOTAL GENERAL FUND BUDGET	\$225,812,953	\$253,113,474	\$269,119,674	\$253,211,723	\$98,249	0.04%

FY2021 GENERAL FUND - REVENUES

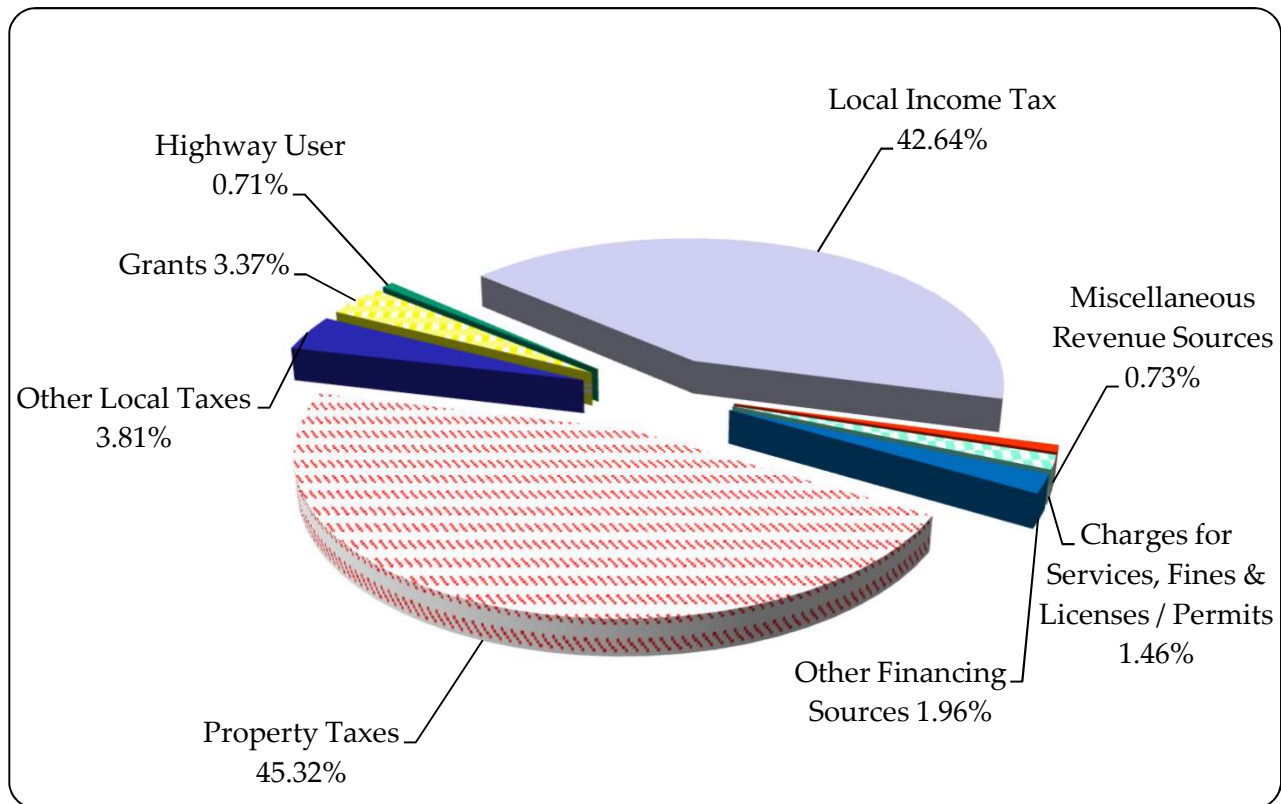


Chart shows Percentages of Total County Revenue \$253,211,723 – by Revenue Source

Property Taxes	\$114,769,704
Local Income Tax	107,975,165
Other Local Taxes	9,640,000
State / Federal Grants	8,538,956
Other Financing Sources – Fund Balance	4,961,718
Charges for Services / Licenses / Fines	3,697,027
Miscellaneous Revenue Sources	1,838,045
Highway User Revenues	<u>1,791,108</u>
TOTAL GENERAL FUND - REVENUES	<u>\$253,211,723</u>

FY2021 GENERAL FUND - EXPENDITURES

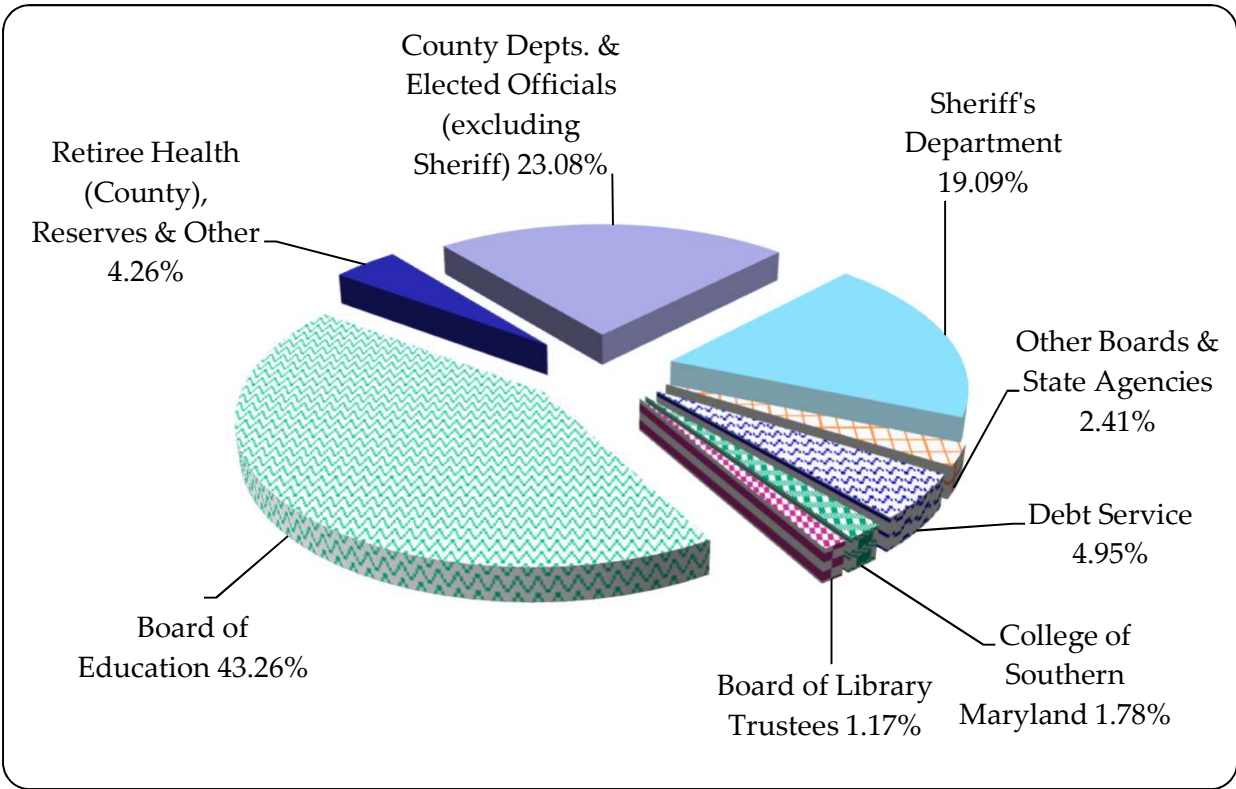


Chart shows Percentages of Total County Expenditures \$253,211,723 – by Entity

Board of Education	\$109,542,921
County Departments, Elected Officials (excluding Sheriff)	58,429,505
Sheriff's Department	48,348,779
Debt Service	12,539,808
Retiree Health (County), Reserves, & Other Costs	10,773,446
Other Boards & State Agencies	6,092,216
College of Southern Maryland	4,518,686
Board of Library Trustees	<u>2,966,362</u>
TOTAL GENERAL FUND EXPENDITURES	<u>\$253,211,723</u>

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2019	FY2020	FY2021	INCREASE (DECREASE) OVER FY2020 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
PROPERTY TAXES					
Real Property - Full Year	104,448,114	105,516,899	108,675,323	3,158,424	3.0%
Real Property - Half Year	230,868	253,865	231,841	(22,024)	-8.7%
Personal Property - Sole Prop	223,188	189,549	180,158	(9,391)	-5.0%
Public Utilities	2,508,249	3,122,876	2,759,441	(363,435)	-11.6%
Ordinary Bus Corporation	3,573,146	3,601,424	3,422,993	(178,431)	-5.0%
Personal Property - Collection Fees	(99,369)	0	0	0	0.0%
Additions and Abatements	(914,940)	(500,000)	(600,000)	(100,000)	20.0%
Penalties and Interest	920,150	850,000	870,000	20,000	2.4%
Enterprise Zone Credit	(51,149)	(80,000)	(60,000)	20,000	-25.0%
Homeowners Tax Credit (County)	(894,961)	(950,000)	(950,000)	0	0.0%
Other Tax Reimbursement	(17,892)	(5,000)	(30,000)	(25,000)	500.0%
Tax Sale Revenue	19,469	19,000	19,000	0	0.0%
Payments In Lieu of Taxes	309,324	318,948	318,948	0	0.0%
Senior Tax Cap Credit 70	(569,403)	(645,000)	(600,000)	45,000	-7.0%
Senior Tax Credit/Recaptured Sr. Tax Credit	(274,662)	(305,000)	(300,000)	5,000	-1.6%
Local Sr. Tax Credit 65-10	(64,320)	(100,000)	(75,000)	25,000	-25.0%
State Homeowners Credit	894,961	950,000	950,000	0	0.0%
Ag Tax Deduction/Tobacco Barn Tax Credit	(39,800)	(45,000)	(43,000)	2,000	-4.4%
Total, Property Taxes	110,200,973	112,192,561	114,769,704	2,577,143	2.3%
INCOME TAXES					
Local Income Tax	97,443,439	101,272,567	107,975,165	6,702,598	6.6%
Total, Income Taxes	97,443,439	101,272,567	107,975,165	6,702,598	6.6%
OTHER LOCAL TAXES					
Admissions and Amusement	151,928	140,000	130,000	(10,000)	-7.1%
CATV Franchise Fee	986,993	1,040,000	1,000,000	(40,000)	-3.8%
Energy Taxes	1,017,105	1,000,000	1,050,000	50,000	5.0%
Public Accommodations Tax	1,053,142	1,110,000	950,000	(160,000)	-14.4%
Recordation Taxes	6,387,490	6,200,000	6,200,000	0	0.0%
Trailer Park Tax	317,643	305,000	310,000	5,000	1.6%
Total, Other Local Taxes	9,914,301	9,795,000	9,640,000	(155,000)	-1.6%
Shared Revenues					
Highway Users Revenue	1,675,630	1,918,422	1,791,108	(127,314)	-6.6%
Total, Shared Revenues	1,675,630	1,918,422	1,791,108	(127,314)	-6.6%
LICENSES AND PERMITS					
Amusement Licenses	1,400	14,200	4,700	(9,500)	-66.9%
Auto Tag Fees	1,184	1,500	1,500	0	0.0%
Beer, Wine, Liquor Licenses	84,618	89,000	88,000	(1,000)	-1.1%
Beer, Wine, Liquor Transfer	700	700	700	0	0.0%
LUGM Inspections & Compliance	129,720	59,000	77,200	18,200	30.8%
LUGM Business Licenses & Permit Services	241,837	231,000	240,000	9,000	3.9%
Marriage Licenses	6,230	6,500	6,500	0	0.0%
DPW & T Constr.&Insp. Licenses-Materials Testing	0	2,000	2,000	0	0.0%
Taxicab Licenses, Peddlers & Bingo	16	220	220	0	0.0%
Traders Licenses	161,073	170,000	165,000	(5,000)	-2.9%
Total, Licenses and Permits	626,778	574,120	585,820	11,700	2.0%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2019	FY2020	FY2021	INCREASE (DECREASE) OVER FY2020 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
CHARGES FOR SERVICES					
Alcohol Beverage - Application Fees	3,250	3,500	3,000	(500)	-14.3%
Circuit Court Juror Fee Reimbursement/Other	35,275	32,000	31,000	(1,000)	-3.1%
Corrections - Home Detention	16,607	30,000	25,000	(5,000)	-16.7%
Corrections - Housing State Prisoners	101,295	100,000	100,000	0	0.0%
Corrections - Juvenile Transport	31,663	47,000	0	(47,000)	-100.0%
Corrections - Sex Offender Fees	400	6,800	10,000	3,200	47.1%
Corrections - Weekenders Fees	12,011	20,000	15,000	(5,000)	-25.0%
Corrections - Work Release Fees	67,352	70,000	70,000	0	0.0%
DPW & T Development Review	0	1,000	1,000	0	0.0%
DPW & T Engineering Services	86,963	117,465	107,290	(10,175)	-8.7%
DPW & T Highways Fees	75	75	75	0	0.0%
DPW & T Passenger Fees/Other Income	349,799	380,294	382,294	2,000	0.5%
DPW & T Airport Charges	66,147	138,400	95,000	(43,400)	-31.4%
DPW & T Private Funding Sources	16,875	0	0	0	0.0%
General Gov't - Other Fees	(1,402)	1,000	1,000	0	0.0%
HR-Medicare Drug Subsidy	134,051	140,000	135,000	(5,000)	-3.6%
LUGM Board of Electrical Examiners	49,625	27,050	40,050	13,000	48.1%
LUGM Boards & Commissions	9,250	9,500	12,000	2,500	26.3%
LUGM Comprehensive Planning	22,945	10,000	25,000	15,000	150.0%
LUGM Concept Site Plan Review	320	600	600	0	0.0%
LUGM Development Services	150,202	107,600	110,600	3,000	2.8%
LUGM Metropolitan Planning Organization	41,686	39,000	53,232	14,232	36.5%
LUGM Other Income/Advertising/Admin Recovery	4,232	2,200	4,000	1,800	81.8%
LUGM Zoning Administration	2,620	500	500	0	0.0%
Maps & Publications	483	300	300	0	0.0%
Other Revenue -Incl.Ins. Proceeds/ComData Reb.	101,918	50,000	40,000	(10,000)	-20.0%
Other Revenue - Admin Recovery	74,395	1,700	1,700	0	0.0%
ES 911 Service Fees	592,677	625,000	605,000	(20,000)	-3.2%
ES - Other Grant & related Grant Revenue	64,228	37,500	37,500	0	0.0%
ES Tower Revenue	173,574	142,000	140,000	(2,000)	-1.4%
R & P Grass Cutting & Parks Lighting	1,345	2,500	2,500	0	0.0%
R & P Museum	24,242	30,600	40,600	10,000	32.7%
R & P Park Entrance Fees	137,760	120,000	130,000	10,000	8.3%
R & P Rents & Concessions	0	1,100	1,000	(100)	-9.1%
Regional Library	19,159	19,000	19,000	0	0.0%
Rents and Concessions	5,017	17,059	17,059	0	0.0%
Sheriff - Alcohol Enforcement	163,600	164,602	207,097	42,495	25.8%
Sheriff - Fingerprinting	32,730	75,000	40,000	(35,000)	-46.7%
Sheriff - Overtime Reimb/Other-Corrections	47,579	135,000	105,000	(30,000)	-22.2%
Sheriff - Town Patrol	66,398	50,000	45,000	(5,000)	-10.0%
Sheriffs - Fees	126,998	126,000	126,000	0	0.0%
Sheriffs - NADDI Law Enforcement -Other Grant	97,454	9,600	13,500	3,900	40.6%
Sheriffs - School Bus Stop Light Enforcement	20,375	25,000	25,000	0	0.0%
Sheriffs - Juvenile Transport	0	0	8,000	8,000	0.0%
Social Services Reimbursement	29,379	129,533	135,542	6,009	4.6%
States Attorney Reimbursement	47,106	50,000	50,000	0	0.0%
States Attorney Services for Drug Court	23,488	75,268	75,268	0	0.0%
Total, Charges for Services	3,051,146	3,170,746	3,086,707	(84,039)	-2.7%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2019	FY2020	FY2021	INCREASE (DECREASE) OVER FY2020 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
FINES AND FORFEITURES					
Alcohol Beverage Fines	4,225	2,500	1,000	(1,500)	-60.0%
Animal Control Fines	7,555	5,000	5,000	0	0.0%
Court Fees, Fines, Forfeitures	18,217	17,000	16,500	(500)	-2.9%
LUGM Fines	0	500	500	0	0.0%
State's Attorney Other Fines & Forfeitures	41,025	1,500	1,500	0	0.0%
Total, Fines and Forfeitures	71,022	26,500	24,500	(2,000)	-7.5%
STATE/FEDERAL GRANTS					
<u>Aging & Human Services</u>					
CSA 5 County Administration	(275)	0	0	0	0.0%
Emergency Solutions Grant (Fmr. Shelters Grant)	28,437	0	0	0	0.0%
Guardianship	1,800	9,762	9,762	0	0.0%
LMB Administration	67,005	70,000	70,000	0	0.0%
LMB Local Care Coordinator	19,052	72,000	72,000	0	0.0%
LMB After School Program	40,695	50,000	64,555	14,555	29.1%
LMB Drug Screening Grant (Fmr. CASA Start)	4,616	15,000	0	(15,000)	-100.0%
LMB Local Access Plans	97,043	97,043	0	(97,043)	-100.0%
LMB Mentoring Grant	29,019	57,320	63,653	6,333	11.0%
LMB Grant HS Inter-Agency Liason	0	0	49,000	49,000	0.0%
LMB Grant Reconnect Youth to Educ/Employment	0	0	102,500	102,500	0.0%
LMB Grant HS Healthy Families/Nursing Interventions	0	0	52,010	52,010	0.0%
LMB Youth Services Bureau	112,355	112,355	0	(112,355)	-100.0%
Federal Financial Participation (FFP) frmr (MAP)	69,929	35,832	113,036	77,204	215.5%
Community Options Waiver (FFS)	89,489	100,000	100,000	0	0.0%
MIPPA & MIPPA-AAAs, ADRC	5,935	6,769	6,769	0	0.0%
NSIP (Nutrition Services)	33,444	49,116	49,116	0	0.0%
Nutrition (Senior)	48,387	48,387	48,387	0	0.0%
Ombudsman (State & Elder)	17,304	28,630	28,630	0	0.0%
Retired Senior Volunteers (RSVP)	67,420	40,000	47,500	7,500	18.8%
Senior Care	98,456	100,000	100,000	0	0.0%
Senior Center Operating Fund (SCOF)	6,254	6,254	6,341	87	1.4%
Senior Health Insurance Program (SHIP)	11,162	14,332	14,332	0	0.0%
Senior Info. & Assistance	9,680	9,680	9,680	0	0.0%
Senior Medicare Patrol & Expansion	2,154	2,250	2,250	0	0.0%
Senior Rides	22,100	22,100	22,100	0	0.0%
Three Oaks Homeless Shelter Crisis Grant	590	0	0	0	0.0%
Title III B - Community Services	92,813	73,683	73,683	0	0.0%
Title III C1 - Congregate Meals	114,523	97,654	97,654	0	0.0%
Title III C2 - Home Del. Meals	47,408	50,555	50,555	0	0.0%
Title III D - Preventive Health	9,266	9,000	9,000	0	0.0%
Title III E - Caregiver	42,396	32,609	32,609	0	0.0%
Vulnerable Elderly Program Initiative (VEPI)	6,583	6,583	6,583	0	0.0%
CDBG Rogers Drive Extension	93,297	0	0	0	0.0%
<u>Economic Development</u>					
Technology Incubator	572,941	0	0	0	0.0%
<u>Land Use & Growth Management (LUGM)</u>					
Critical Area	8,000	5,000	5,000	0	0.0%
MHT Cert Local Gov't - Educational	0	1,000	1,000	0	0.0%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2019	FY2020	FY2021	INCREASE (DECREASE) OVER FY2020 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
<u>Public Works and Transportation (DPW&T)</u>					
St. Mary's Transit System (STS) - ADA	135,000	135,000	135,000	0	0.0%
STS - DSS Sunday	20,000	40,000	40,000	0	0.0%
STS - Public 5311	820,238	835,238	835,238	0	0.0%
STS - SSTAP	138,181	134,098	134,098	0	0.0%
STS - Capital	113,176	513,000	201,600	(311,400)	-60.7%
<u>Recreation and Parks</u>					
Countywide Maintenance	5,429	0	0	0	0.0%
Derelect Boat Removal	0	5,000	0	(5,000)	-100.0%
Elms Beach	10,000	10,000	10,000	0	0.0%
Portable Toilets/Trash	10,000	10,000	15,000	5,000	50.0%
<u>Information Technology</u>					
Atlantic Boardband Expansion	0	0	200,000	200,000	0.0%
<u>Emergency Services</u>					
Emergency Management	91,530	92,500	92,500	0	0.0%
Emergency Numbers Board	282,918	750,000	750,000	0	0.0%
Homeland Security	124,223	88,496	120,000	31,504	35.6%
MIEMSS Emergency Medical	50,073	17,500	17,500	0	0.0%
Pre-Disaster Mitigation	0	22,500	22,500	0	0.0%
<u>Circuit Court</u>					
Cooperative Reimbursement	6,781	7,074	7,232	158	2.2%
Court House Security Enhancements	3,695	0	0	0	0.0%
Recovery Court	306,834	251,430	288,299	36,869	14.7%
Family Services	101,305	170,857	178,188	7,331	4.3%
MDH/BHA Grant	84,607	69,077	84,607	15,530	22.5%
Foster Care Court Improvement	7,700	12,250	0	(12,250)	-100.0%
Highway Safety-Adult Drug Ct	9,510	36,014	17,653	(18,361)	-51.0%
<u>Human Resources</u>					
LGIT Training	3,170	0	0	0	0.0%
<u>Sheriff's Office</u>					
Bulletproof Vest Partnership	0	23,527	23,527	0	0.0%
BJAG Grant - Equipment	37,111	18,858	16,762	(2,096)	-11.1%
Edward J. Byrne - NARCAN	0	19,980	0	(19,980)	-100.0%
Edward Byrne Opioid	39,780	41,451	0	(41,451)	-100.0%
Enhancing Pre-Trial Services	22,252	0	58,808	58,808	0.0%
Cooperative Reimbursement	292,991	368,547	368,547	0	0.0%
Critical Incident Training (CIT)	16,962	25,000	25,000	0	0.0%
Five County	0	0	66,000	66,000	0.0%
Highway Safety SO - impaired	14,749	24,490	11,000	(13,490)	-55.1%
Highway Safety SO - Adapt	0	0	7,000	7,000	0.0%
Highway Safety SO - Distract	0	0	1,000	1,000	0.0%
Highway Safety SO - Occupant	0	0	1,000	1,000	0.0%
Heroin Coordinator	0	56,610	54,810	(1,800)	-3.2%
HIDTA	3,750	7,500	7,500	0	0.0%
Jail Medication Treatment	0	0	91,976	91,976	0.0%
Mental Health Services	148,169	134,411	58,221	(76,190)	-56.7%
Medication Ass. Treatment	68	0	0	0	0.0%
Path Project	0	0	30,190	30,190	0.0%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2019	FY2020	FY2021	INCREASE (DECREASE) OVER FY2020 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
Police Protection Aid	944,870	959,675	956,434	(3,241)	-0.3%
School Bus Safety	0	16,000	0	(16,000)	-100.0%
School Resource Officers	0	0	198,020	198,020	0.0%
Sex Offender Registry	13,596	13,823	13,823	0	0.0%
Sex Offender Registration	17,273	22,400	23,200	800	3.6%
State Criminal Alien Assistance Program	0	500	0	(500)	-100.0%
Tobacco Enforcement	4,243	5,000	8,250	3,250	65.0%
State's Attorney's Office					
Cooperative Reimbursement	395,099	499,482	470,475	(29,007)	-5.8%
Social Services					
Legal Services Grant	51,458	82,366	90,293	7,927	9.6%
Other / Multi-Departmental Grants					
Appropriation Reserve	0	1,500,000	1,500,000	0	0.0%
Total, State/Federal Grants	6,196,018	8,242,568	8,538,956	296,388	3.6%
OTHER REVENUES					
Investment income (Interest & Dividends)	1,767,867	600,000	1,100,000	500,000	83.3%
Disposal of Fixed Assets	89,733	60,000	75,000	15,000	25.0%
Other Income	172,124	300,000	250,000	(50,000)	-16.7%
Health Insurance Refund	0	0	337,940	337,940	100.0%
Contributions and Donations:					
Aging Grant Programs	58,324	70,000	65,525	(4,475)	-6.4%
Community Services	9,770	7,700	7,700	0	0.0%
CC-Drug Court Donations	4,806	0	0	0	0.0%
Emergency Services	0	1,880	1,880	0	0.0%
Total - Other Revenues	2,102,624	1,039,580	1,838,045	798,465	76.8%
TOTAL, GENERAL FUND REVENUES	231,281,931	238,232,064	248,250,005	10,017,941	4.2%
OTHER FINANCING SOURCES					
Appropriation of Fund Balance:					
Fund Balance - CIP Pay-Go and Non-recurring	0	14,881,410	4,961,718	(9,919,692)	-66.7%
Total - Other Financing Sources	0	14,881,410	4,961,718	(9,919,692)	-66.7%
TOTAL, GENERAL FUND REVENUES	\$231,281,931	\$253,113,474	\$253,211,723	98,249	0.04%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2019	FY2020	FY2021	FY2021	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2020 APPROVED	AMOUNT PERCENT
GENERAL GOVERNMENT						
Legislative/County Commissioners						
Legislative/County Commissioners	436,991	487,866	487,866	478,609	(9,257)	-1.9%
County Administrator	385,166	428,737	428,737	432,473	3,736	0.9%
Public Information	229,785	356,347	266,267	280,974	(75,373)	-21.2%
County Attorney	673,988	1,032,253	1,009,295	1,045,291	13,038	1.3%
Total - Legislative/County Commissioners	1,725,930	2,305,203	2,192,165	2,237,347	(67,856)	-2.9%
Finance						
Administration/Budget	656,953	718,949	718,949	776,300	57,351	8.0%
Accounting	598,907	749,464	744,464	773,675	24,211	3.2%
Auditing	47,981	50,000	50,000	50,000	0	0.0%
Procurement	284,088	359,413	359,413	383,725	24,312	6.8%
Total - Finance	1,587,929	1,877,826	1,872,826	1,983,700	105,874	5.6%
Total - Information Technology	3,590,263	3,797,097	4,078,058	4,185,751	388,654	10.2%
Human Resources						
Human Resources	924,675	967,980	986,580	1,004,104	36,124	3.7%
Risk Management	684,861	769,327	799,930	775,815	6,488	0.8%
Grants	3,170	0	0	0	0	0.0%
Total - Human Resources	1,612,706	1,737,307	1,786,510	1,779,919	42,612	2.5%
Public Works & Transportation (DPW&T)						
Development Review	125,067	328,079	375,165	306,466	(21,613)	-6.6%
Mailroom/Messenger Services	116,453	122,925	122,925	130,852	7,927	6.4%
Vehicle Maintenance Shop	1,590,624	1,637,106	1,534,471	1,570,333	(66,773)	-4.1%
Building Services/Grant	3,731,230	3,989,380	4,189,181	4,132,000	142,620	3.6%
Total - Public Works & Transportation	5,563,374	6,077,490	6,221,742	6,139,651	62,161	1.0%
Land Use & Growth Management						
Administration	765,440	873,654	864,593	918,595	44,941	5.1%
Comprehensive Planning	214,930	389,784	388,084	342,712	(47,072)	-12.1%
Development Services	231,665	406,431	406,031	427,410	20,979	5.2%
Zoning Administration	202,517	299,743	298,843	326,630	26,887	9.0%
Planning Commission	23,956	26,826	26,426	26,363	(463)	-1.7%
Boards and Commissions	17,673	20,080	19,680	19,636	(444)	-2.2%
Historical Preservation	1,170	3,580	3,430	3,430	(150)	-4.2%
Permit Services	313,631	361,403	361,303	337,739	(23,664)	-6.5%
Inspections & Compliance	364,710	459,563	457,363	448,534	(11,029)	-2.4%
Board of Electrical Examiners	11,730	14,300	14,300	14,300	0	0.0%
Building Code Appeals Board	0	2,900	2,900	2,900	0	0.0%
Commission on the Environment	25	2,825	2,475	2,475	(350)	-12.4%
Plumbing & Gas Board	0	1,850	1,750	1,750	(100)	-5.4%
Grants	0	2,000	2,000	2,000	0	0.0%
Total - Land Use & Growth Management	2,147,447	2,864,939	2,849,178	2,874,474	9,535	0.3%
Circuit Court						
Administration	907,286	1,123,024	1,070,324	1,139,394	16,370	1.5%
Law Library	53,577	41,600	40,850	40,850	(750)	-1.8%
Grant	660,714	736,296	718,041	718,041	(18,255)	-2.5%
Orphans' Court	64,797	59,379	59,129	59,478	99	0.2%
Total - Circuit Court / Orphans' Court	1,686,374	1,960,299	1,888,344	1,957,763	(2,536)	-0.1%
Office of the State's Attorney						
Judicial	2,961,343	3,420,961	3,897,844	3,751,652	330,691	9.7%
Grants	634,981	802,739	753,492	753,492	(49,247)	-6.1%
Total - State's Attorney	3,596,324	4,223,700	4,651,336	4,505,144	281,444	6.7%
Total - County Treasurer	443,763	497,393	497,393	518,820	21,427	4.3%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2019	FY2020	FY2021	FY2021	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2020 APPROVED	AMOUNT PERCENT
GENERAL GOVERNMENT - Continued						
Total - Alcohol Beverage Board	309,086	355,343	355,343	386,888	31,545	8.9%
Total - Board of Elections	973,476	1,171,320	1,358,560	1,358,560	187,240	16.0%
Total - Ethics Commission	0	833	833	833	0	0.0%
Total - SDAT - Leonardtown Office	379,828	439,394	452,580	452,580	13,186	3.0%
TOTAL GENERAL GOVERNMENT	23,616,500	27,308,144	28,204,868	28,381,430	1,073,286	3.9%
PUBLIC SAFETY						
Emergency Services						
Emergency Communications Center	2,816,589	3,481,462	3,503,247	3,599,415	117,953	3.4%
Emergency Radio Communications	1,501,738	1,296,729	1,364,472	1,343,749	47,020	3.6%
Emergency Management	360,307	599,035	603,165	591,759	(7,276)	-1.2%
Animal Control	839,418	1,002,246	991,016	1,038,973	36,727	3.7%
Grants (Recov-Princ FEMA & Emerg Events)	624,271	1,008,496	1,040,000	1,040,000	31,504	3.1%
Total Emergency Services	6,142,323	7,387,968	7,501,900	7,613,896	225,928	3.1%
Office of the Sheriff						
Law Enforcement	26,314,196	28,587,490	36,342,403	31,652,795	3,065,305	10.7%
Corrections	11,083,704	12,877,814	14,115,073	13,890,980	1,013,166	7.9%
Training	286,914	377,877	389,877	377,877	0	0.0%
Canine	34,320	33,400	42,900	33,400	0	0.0%
Court Security	849,027	929,057	1,022,421	994,929	65,872	7.1%
Grants	889,619	1,038,575	1,834,139	1,398,798	360,223	34.7%
Total Office of the Sheriff	39,457,780	43,844,213	53,746,813	48,348,779	4,504,566	10.3%
TOTAL PUBLIC SAFETY	45,600,103	51,232,181	61,248,713	55,962,675	4,730,494	9.2%
PUBLIC WORKS						
Public Works & Transportation (DPW&T)						
Administration	379,852	378,305	378,230	394,945	16,640	4.4%
Engineering Services	889,032	925,168	925,168	985,501	60,333	6.5%
Construction & Inspections	839,840	761,047	777,402	806,802	45,755	6.0%
County Highways	5,631,567	5,175,196	5,178,259	4,937,864	(237,332)	-4.6%
MS4 Program	0	367,029	655,344	567,439	200,410	54.6%
St Mary's County Airport	100,677	148,212	179,448	185,579	37,367	25.2%
Grants (principally STS)	2,540,250	3,377,122	3,028,527	3,028,527	(348,595)	-10.3%
TOTAL PUBLIC WORKS	10,381,218	11,132,079	11,122,378	10,906,657	(225,422)	-2.0%
HEALTH						
Total - Department of Health	2,224,130	2,411,633	2,581,486	2,633,716	222,083	9.2%
Mosquito Control	65,500	77,000	91,000	91,000	14,000	18.2%
Aging & Human Services						
Human Services-Admin Grants (0409)	94,623	143,102	143,102	143,102	0	0.0%
Grants - Human Services (Non-Admin-.440)	405,463	331,718	331,718	331,718	0	0.0%
Total - Aging & Human Services	500,086	474,820	474,820	474,820	0	0.0%
TOTAL HEALTH	2,789,716	2,963,453	3,147,306	3,199,536	236,083	8.0%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2019	FY2020	FY2021	FY2021	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2020 APPROVED	AMOUNT PERCENT
SOCIAL SERVICES						
Aging & Human Services						
Aging Administration	1,838,221	2,158,318	2,226,650	2,253,277	94,959	4.4%
Grants - Aging	990,427	1,100,635	1,138,278	1,138,278	37,643	3.4%
Non-Profit Allocation	831,512	606,880	606,880	785,677	178,797	29.5%
Total - Aging & Human Services	3,660,160	3,865,833	3,971,808	4,177,232	311,399	8.1%
Total - Department of Social Services	417,572	461,633	475,940	475,940	14,307	3.1%
Other State Agencies						
So.MD Tri-County Comm. Action	16,000	16,000	35,000	16,000	0	0.0%
Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	143,600	0	0.0%
Total - Other State Agencies	159,600	159,600	178,600	159,600	0	0.0%
TOTAL SOCIAL SERVICES	4,237,332	4,487,066	4,626,348	4,812,772	325,706	7.3%
PRIMARY & SECONDARY EDUCATION						
County Appropriation - BOE	104,017,525	106,242,921	115,676,867	109,542,921	3,300,000	3.1%
Non-Public School Bus Transportation	2,222,222	2,361,495	2,368,920	2,374,778	13,283	0.6%
Non-Profit Allocation	8,175	8,175	9,675	9,675	1,500	18.3%
TOTAL PRIMARY & SECONDARY EDUCATION	106,247,922	108,612,591	118,055,462	111,927,374	3,314,783	3.1%
POST SECONDARY EDUCATION						
County Appropriation - College of So MD University System of Maryland at Southern Maryland (USMSM)	4,326,962	4,767,300	4,518,686	4,518,686	(248,614)	-5.2%
Non-Profit Allocation	25,000	25,000	25,000	25,000	0	0.0%
TOTAL POST SECONDARY EDUCATION	4,391,962	4,832,300	4,583,686	4,583,686	(248,614)	-5.1%
PARKS, RECREATION & CULTURE						
Recreation & Parks - Department						
Administration	1,153,068	1,236,103	1,294,477	1,352,027	115,924	9.4%
Parks Maintenance	2,196,132	2,405,232	2,283,284	2,196,879	(208,353)	-8.7%
Grants Division	25,429	25,000	25,000	25,000	0	0.0%
Museum Division	552,968	606,725	617,652	674,306	67,581	11.1%
Non-Profit Allocation	125,842	135,200	135,200	135,600	400	0.3%
TOTAL PARKS, RECREATION, & CULTURE	4,053,439	4,408,260	4,355,613	4,383,812	(24,448)	-0.6%
County Appropriation - TOTAL LIBRARY	2,878,050	2,964,146	3,208,833	2,966,362	2,216	0.1%
CONSERVATION OF NATURAL RESOURCES						
University of MD Extension-St. Mary's	234,208	264,061	270,802	270,802	6,741	2.6%
Soil Conservation District	78,357	77,063	81,497	81,497	4,434	5.8%
SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Southern Maryland RC&D	13,300	13,300	15,300	13,300	0	0.0%
Watermen's Association of St. Mary's Co., Inc.	30,000	22,500	22,500	22,500	0	0.0%
Allocation of Agriculture & Seafood (75% DED)	255,277	276,359	276,359	292,866	16,507	6.0%
TOTAL CONSV. OF NATURAL RESOURCES	613,642	655,783	668,958	683,465	27,682	4.2%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2019	FY2020	FY2021	FY2021	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2020 APPROVED	AMOUNT PERCENT
ECONOMIC & DEVELOPMENT						
Economic Development - Department						
Administration/Office of the Director	394,430	438,881	438,881	441,911	3,030	0.7%
Tourism Development	471,668	430,937	430,937	400,194	(30,743)	-7.1%
Agriculture & Seafood Development	340,369	368,479	368,479	390,488	22,009	6.0%
Less Allocation (See above)	(255,277)	(276,359)	(276,359)	(292,866)	(16,507)	6.0%
Business Development	305,310	466,327	454,062	451,337	(14,990)	-3.2%
Non-Profit Allocation	33,580	33,780	41,330	41,330	7,550	22.4%
Grants	573,068	0	0	0	0	0.0%
Total - Economic Development	1,863,148	1,462,045	1,457,330	1,432,394	(29,651)	-2.0%
Human Resources						
Commission for the Disabled	1,925	2,300	2,300	2,300	0	0.0%
Total - Human Resources	1,925	2,300	2,300	2,300	0	0.0%
Office of Community Services						
Community Services	491,419	501,959	506,329	522,156	20,197	4.0%
Human Relations Commission	1,393	1,850	1,850	1,850	0	0.0%
Commission for Women	11,738	7,000	7,000	7,000	0	0.0%
Total - Office of Community Services	504,550	510,809	515,179	531,006	20,197	4.0%
Tri-County Council for Southern Maryland	94,200	94,200	125,000	125,000	30,800	32.7%
Total - Tri-County Council for Southern Maryland	94,200	94,200	125,000	125,000	30,800	32.7%
TOTAL ECONOMIC & DEVELOPMENT	2,463,823	2,069,354	2,099,809	2,090,700	21,346	1.0%
DEBT SERVICE / INTER-GOVERNMENTAL						
TOTAL DEBT SERVICE	11,635,436	13,645,203	12,939,808	12,539,808	(1,105,395)	-8.1%
TOTAL INTER-GOVERNMENTAL - LEONARDTOWN TAX REBATE	43,493	43,487	43,446	43,446	(41)	-0.1%
OTHER						
Employer Contributions - Retiree Health Benefits	3,392,169	3,300,000	3,600,000	3,600,000	300,000	9.1%
Employer Contributions - Unemployment	13,368	35,000	25,000	25,000	(10,000)	-28.6%
Bank / GOB Costs	10,192	35,000	25,000	25,000	(10,000)	-28.6%
TOTAL OTHER	3,415,729	3,370,000	3,650,000	3,650,000	280,000	8.3%
RESERVES						
Reserve - Grant/Appropriation	0	1,500,000	1,500,000	1,500,000	0	0.0%
Reserve - Bond Rating	669,697	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
TOTAL RESERVES	669,697	2,400,000	2,400,000	2,400,000	0	0.0%
TRANSFERS						
Capital Projects - Pay-Go	2,774,891	12,989,427	8,764,446	4,680,000	(8,309,427)	-64.0%
TOTAL TRANSFERS	2,774,891	12,989,427	8,764,446	4,680,000	(8,309,427)	-64.0%
TOTAL GENERAL FUND	\$225,812,953	\$253,113,474	\$269,119,674	\$253,211,723	98,249	0.04%

THE GENERAL FUND EXPENDITURES STRUCTURE

The detailed budget pages which follow provide a breakdown by department/spending unit of the audited FY2019 expenditures, the original approved FY2020 budget, and both the requested and approved FY2021 budget. The categorization of expenditures within each department/spending unit is in accordance with the County's automated financial system and chart of accounts. Expenditures are further refined within the chart of accounts for budgeting and expenditure tracking purposes.

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

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

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

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

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
COUNTY DEPARTMENTS						
County Commissioners/County Admin.						
Legislative/County Commissioners						
Personal Services	393,032	431,266	431,266	424,009	(7,257)	-1.7%
Operating Supplies	1,218	4,500	4,500	4,500	0	0.0%
Communications	3,197	5,100	5,100	5,100	0	0.0%
Transportation	2,203	5,000	5,000	4,500	(500)	-10.0%
Miscellaneous	37,341	42,000	42,000	40,500	(1,500)	-3.6%
Legislative/County Commissioners	436,991	487,866	487,866	478,609	(9,257)	-1.9%
County Administrator						
Personal Services	364,065	396,774	396,774	404,510	7,736	1.9%
Operating Supplies	5,425	15,531	15,531	11,531	(4,000)	-25.8%
Professional Services	13,336	8,732	8,732	8,732	0	0.0%
Communications	1,439	2,900	2,900	2,900	0	0.0%
Transportation	93	1,000	1,000	1,000	0	0.0%
Miscellaneous	808	3,800	3,800	3,800	0	0.0%
County Administrator	385,166	428,737	428,737	432,473	3,736	0.9%
Public Information						
Personal Services	213,347	243,707	243,707	259,414	15,707	6.4%
Operating Supplies	2,560	7,040	7,040	6,540	(500)	-7.1%
Communications	1,065	1,000	1,000	1,000	0	0.0%
Transportation	114	1,100	1,100	1,100	0	0.0%
Miscellaneous	12,699	13,420	13,420	12,920	(500)	-3.7%
Equipment	0	90,080	0	0	(90,080)	-100.0%
Public Information	229,785	356,347	266,267	280,974	(75,373)	-21.2%
Total - County Commissioners/County Admin.	1,051,942	1,272,950	1,182,870	1,192,056	(80,894)	-6.4%
Aging & Human Services						
Aging Administration						
Personal Services	1,326,956	1,680,382	1,704,420	1,738,547	58,165	3.5%
Operating Supplies	349,698	294,040	342,040	336,540	42,500	14.5%
Professional Services	73,128	83,365	83,365	83,365	0	0.0%
Communications	25,385	30,000	30,000	30,000	0	0.0%
Transportation	24,923	33,200	32,930	32,930	(270)	-0.8%
Miscellaneous	5,958	7,211	7,211	5,211	(2,000)	-27.7%
Equipment	18,957	10,000	10,000	10,000	0	0.0%
Other - Lease Payments	13,216	20,120	16,684	16,684	(3,436)	-17.1%
Aging Administration	1,838,221	2,158,318	2,226,650	2,253,277	94,959	4.4%
Grants - Aging						
Personal Services	656,278	794,484	794,248	809,536	15,052	1.9%
Operating Supplies	158,682	162,738	199,183	192,700	29,962	18.4%
Professional Services	135,795	112,394	113,504	109,381	(3,013)	-2.7%
Communications	689	375	699	699	324	86.4%
Transportation	21,547	23,203	23,203	23,203	0	0.0%
Insurance	1,155	1,225	1,225	1,225	0	0.0%
Miscellaneous	4,725	6,216	6,216	1,534	(4,682)	-75.3%
Equipment	11,556	0	0	0	0	0.0%
Grants - Aging	990,427	1,100,635	1,138,278	1,138,278	37,643	3.4%
Human Services-Admin Grants						
Personal Services	77,850	135,615	132,831	136,058	443	0.3%
Operating Supplies	864	2,624	1,500	1,258	(1,366)	-52.1%
Professional Services	14,922	3,863	8,571	5,586	1,723	44.6%
Transportation	987	1,000	0	0	(1,000)	-100.0%
Miscellaneous	0	0	200	200	200	0.0%
Human Services-Admin Grants	94,623	143,102	143,102	143,102	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Aging & Human Services - continued						
Community Services						
Personal Services	313,123	334,041	334,041	354,238	20,197	6.0%
Operating Supplies	16,137	6,361	6,361	6,361	0	0.0%
Professional Services	3,517	5,172	5,172	5,172	0	0.0%
Communications	2,886	3,500	3,500	3,500	0	0.0%
Transportation	1,599	2,000	2,000	2,000	0	0.0%
Rentals	1,060	335	335	335	0	0.0%
Miscellaneous	150,808	150,550	150,550	150,550	0	0.0%
Equipment	2,289	0	0	0	0	0.0%
Other - Lease Payments	0	0	4,370	0	0	0.0%
Community Services	491,419	501,959	506,329	522,156	20,197	4.0%
Human Relations Commission						
Operating Supplies	0	250	250	250	0	0.0%
Professional Services	1,393	1,400	1,400	1,400	0	0.0%
Miscellaneous	0	200	200	200	0	0.0%
Human Relations Commission	1,393	1,850	1,850	1,850	0	0.0%
Commission for Women						
Operating Supplies	1,961	765	765	765	0	0.0%
Professional Services	4,631	5,335	5,335	5,335	0	0.0%
Rentals	335	400	400	400	0	0.0%
Miscellaneous	4,811	500	500	500	0	0.0%
Commission for Women	11,738	7,000	7,000	7,000	0	0.0%
Non-Profits - Aging & Human Services						
Miscellaneous (Operating Allocation)	831,512	606,880	606,880	785,677	178,797	29.5%
Non-Profits - Aging & Human Services	831,512	606,880	606,880	785,677	178,797	29.5%
Grants - Human Services (Non-Administration)						
Professional Services	312,166	331,718	331,718	331,718	0	0.0%
Grant - Other Human Services (445)	93,297	0	0	0	0	0.0%
Grants - Human Services (Non-Admin.)	405,463	331,718	331,718	331,718	0	0.0%
Total - Aging & Human Services	4,664,796	4,851,462	4,961,807	5,183,058	331,596	6.8%
County Attorney						
Personal Services	607,335	904,858	794,436	837,432	(67,426)	-7.5%
Operating Supplies	28,862	40,990	38,890	38,890	(2,100)	-5.1%
Professional Services	16,634	58,085	146,649	139,649	81,564	140.4%
Communications	2,716	4,100	4,100	4,100	0	0.0%
Transportation	64	600	600	600	0	0.0%
Miscellaneous	16,057	23,620	24,620	24,620	1,000	4.2%
Equipment	2,320	0	0	0	0	0.0%
Total - County Attorney	673,988	1,032,253	1,009,295	1,045,291	13,038	1.3%
Economic Development						
Administration/Office of the Director						
Personal Services	367,775	395,593	395,593	398,623	3,030	0.8%
Operating Supplies	7,948	12,060	12,060	12,060	0	0.0%
Professional Services	2,743	4,100	4,100	4,100	0	0.0%
Communications	7,240	14,400	14,400	14,400	0	0.0%
Transportation	945	3,360	3,360	3,360	0	0.0%
Rentals	168	168	168	168	0	0.0%
Miscellaneous	5,723	9,200	9,200	9,200	0	0.0%
Equipment	1,888	0	0	0	0	0.0%
Administration/Office of the Director	394,430	438,881	438,881	441,911	3,030	0.7%
Tourism Development						
Operating Supplies	1,356	0	0	0	0	0.0%
Professional Services	470,312	430,937	430,937	400,194	(30,743)	-7.1%
Tourism Development	471,668	430,937	430,937	400,194	(30,743)	-7.1%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Economic Development - Continued						
Agriculture & Seafood Development						
Personal Services	330,843	355,498	355,498	377,507	22,009	6.2%
Operating Supplies	5,509	7,867	8,042	8,042	175	2.2%
Transportation	32	683	508	508	(175)	-25.6%
Miscellaneous	3,985	4,431	4,431	4,431	0	0.0%
Agriculture & Seafood Development	340,369	368,479	368,479	390,488	22,009	6.0%
Business Development						
Personal Services	145,769	246,352	246,352	278,627	32,275	13.1%
Operating Supplies	36,771	61,328	61,328	46,328	(15,000)	-24.5%
Professional Services	84,226	96,447	96,447	76,447	(20,000)	-20.7%
Transportation	356	1,000	1,000	1,000	0	0.0%
Rentals	0	0	6,440	6,440	6,440	0.0%
Miscellaneous	32,338	61,200	42,495	42,495	(18,705)	-30.6%
Equipment & Furniture	5,850	0	0	0	0	0.0%
Business Development	305,310	466,327	454,062	451,337	(14,990)	-3.2%
Non-Profits - Economic Development						
Miscellaneous-Economic Development	30,000	22,500	22,500	22,500	0	0.0%
Miscellaneous-Economic Development Conser	33,580	33,780	41,330	41,330	7,550	22.4%
Miscellaneous-Post Secondary Education	8,175	8,175	9,675	9,675	1,500	18.3%
Miscellaneous-Primary & Secondary Education	25,000	25,000	25,000	25,000	0	0.0%
Non-Profits - Economic Development	96,755	89,455	98,505	98,505	9,050	10.1%
Grants						
Professional Services	127	0	0	0	0	0.0%
Miscellaneous	572,941	0	0	0	0	0.0%
Grants	573,068	0	0	0	0	0.0%
Total - Economic Development	2,181,600	1,794,079	1,790,864	1,782,435	(11,644)	-0.6%
Finance						
Administration/Budget						
Personal Services	593,679	664,769	664,769	725,620	60,851	9.2%
Operating Supplies	14,294	22,000	22,000	22,000	0	0.0%
Professional Services	23,153	12,480	12,480	8,980	(3,500)	-28.0%
Communications	15,588	14,200	14,200	14,200	0	0.0%
Transportation	325	1,000	1,000	1,000	0	0.0%
Miscellaneous	3,288	4,500	4,500	4,500	0	0.0%
Equipment	6,626	0	0	0	0	0.0%
Administration/Budget	656,953	718,949	718,949	776,300	57,351	8.0%
Accounting						
Personal Services	578,472	726,064	726,064	758,775	32,711	4.5%
Operating Supplies	5,564	8,500	8,000	8,000	(500)	-5.9%
Professional Services	0	1,000	1,000	1,000	0	0.0%
Transportation	374	400	400	400	0	0.0%
Miscellaneous	6,336	11,000	9,000	5,500	(5,500)	-50.0%
Equipment	8,161	2,500	0	0	(2,500)	-100.0%
Accounting	598,907	749,464	744,464	773,675	24,211	3.2%
Auditing						
Professional Services	47,981	50,000	50,000	50,000	0	0.0%
Auditing	47,981	50,000	50,000	50,000	0	0.0%
Procurement						
Personal Services	277,501	352,963	352,963	377,275	24,312	6.9%
Operating Supplies	1,660	3,750	3,750	3,750	0	0.0%
Professional Services	3,366	0	0	0	0	0.0%
Communications	535	1,000	1,000	1,000	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	1,026	1,500	1,500	1,500	0	0.0%
Procurement	284,088	359,413	359,413	383,725	24,312	6.8%
Total - Finance	1,587,929	1,877,826	1,872,826	1,983,700	105,874	5.6%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Technology						
Personal Services	1,932,457	2,106,056	2,219,885	2,257,507	151,451	7.2%
Operating Supplies	968,940	941,372	1,085,177	1,085,177	143,805	15.3%
Professional Services	141,267	105,658	225,116	225,116	119,458	113.1%
Communications	104,805	123,002	123,002	123,002	0	0.0%
Transportation	1,266	1,200	1,200	1,200	0	0.0%
Rentals	104	1,000	1,000	1,000	0	0.0%
Miscellaneous	63	2,200	2,200	2,200	0	0.0%
Equipment	441,361	516,609	314,728	284,799	(231,810)	-44.9%
Other - Lease Payments	0	0	5,750	5,750	5,750	0.0%
Grant	0	0	100,000	200,000	200,000	0.0%
Total - Technology	3,590,263	3,797,097	4,078,058	4,185,751	388,654	10.2%
Human Resources						
Human Resources						
Personal Services	632,512	674,081	674,081	698,105	24,024	3.6%
Operating Supplies	83,862	90,980	90,110	94,110	3,130	3.4%
Professional Services	117,899	55,356	55,856	48,856	(6,500)	-11.7%
Communications	4,420	4,500	4,850	4,850	350	7.8%
Transportation	212	800	800	800	0	0.0%
Miscellaneous	75,658	140,883	160,883	157,383	16,500	11.7%
Equipment	10,112	1,380	0	0	(1,380)	-100.0%
Human Resources	924,675	967,980	986,580	1,004,104	36,124	3.7%
Risk Management						
Personal Services	72,895	76,314	76,314	52,199	(24,115)	-31.6%
Operating Supplies	28,509	2,907	2,260	2,260	(647)	-22.3%
Professional Services	919	1,500	2,500	2,500	1,000	66.7%
Transportation	0	100	100	100	0	0.0%
Insurance	580,528	686,521	716,521	716,521	30,000	4.4%
Miscellaneous	2,010	1,985	2,235	2,235	250	12.6%
Risk Management	684,861	769,327	799,930	775,815	6,488	0.8%
Commission for the Disabled						
Operating Supplies	586	600	600	600	0	0.0%
Professional Services	1,339	1,700	1,700	1,700	0	0.0%
Commission for the Disabled	1,925	2,300	2,300	2,300	0	0.0%
Grants						
Operating Supplies	3,170	0	0	0	0	0.0%
Grants	3,170	0	0	0	0	0.0%
Total - Human Resources	1,614,631	1,739,607	1,788,810	1,782,219	42,612	2.4%
Land Use & Growth Management (LUGM)						
Administration						
Personal Services	708,484	771,065	771,065	825,067	54,002	7.0%
Operating Supplies	28,511	51,180	47,780	47,780	(3,400)	-6.6%
Professional Services	15,905	24,428	24,428	24,428	0	0.0%
Communications	10,734	18,000	16,320	16,320	(1,680)	-9.3%
Transportation	125	2,384	1,500	1,500	(884)	-37.1%
Rentals	131	200	200	200	0	0.0%
Miscellaneous	555	3,800	3,300	3,300	(500)	-13.2%
Equipment	995	2,597	0	0	(2,597)	-100.0%
Administration	765,440	873,654	864,593	918,595	44,941	5.1%
Comprehensive Planning						
Personal Services	186,484	359,870	359,870	314,498	(45,372)	-12.6%
Operating Supplies	30	2,845	2,145	2,145	(700)	-24.6%
Professional Services	9,099	2,309	2,309	2,309	0	0.0%
Transportation	61	1,300	900	900	(400)	-30.8%
Rentals	0	285	185	185	(100)	-35.1%
Miscellaneous	0	3,815	3,315	3,315	(500)	-13.1%
Lease Payments	19,256	19,360	19,360	19,360	0	0.0%
Comprehensive Planning	214,930	389,784	388,084	342,712	(47,072)	-12.1%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Land Use & Growth Management (LUGM) - Continued						
Development Services						
Personal Services	230,598	401,631	401,631	423,010	21,379	5.3%
Operating Supplies	456	1,200	1,200	1,200	0	0.0%
Transportation	92	700	500	500	(200)	-28.6%
Miscellaneous	519	2,900	2,700	2,700	(200)	-6.9%
Development Services	231,665	406,431	406,031	427,410	20,979	5.2%
Zoning Administration						
Personal Services	201,422	291,503	291,503	319,290	27,787	9.5%
Operating Supplies	147	4,700	4,100	4,100	(600)	-12.8%
Transportation	0	200	100	100	(100)	-50.0%
Miscellaneous	948	3,340	3,140	3,140	(200)	-6.0%
Zoning Administration	202,517	299,743	298,843	326,630	26,887	9.0%
Planning Commission						
Personal Services	23,101	23,708	23,708	23,645	(63)	-0.3%
Transportation	0	500	300	300	(200)	-40.0%
Miscellaneous	855	2,618	2,418	2,418	(200)	-7.6%
Planning Commission	23,956	26,826	26,426	26,363	(463)	-1.7%
Boards and Commissions						
Personal Services	16,265	16,562	16,562	16,518	(44)	-0.3%
Transportation	0	500	300	300	(200)	-40.0%
Miscellaneous	1,408	3,018	2,818	2,818	(200)	-6.6%
Boards and Commissions	17,673	20,080	19,680	19,636	(444)	-2.2%
Historical Preservation						
Operating Supplies	700	2,250	2,200	2,200	(50)	-2.2%
Professional Services	0	100	100	100	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	470	1,030	930	930	(100)	-9.7%
Historical Preservation	1,170	3,580	3,430	3,430	(150)	-4.2%
Permit Services						
Personal Services	313,226	357,353	357,353	333,789	(23,564)	-6.6%
Operating Supplies	0	1,000	1,000	1,000	0	0.0%
Professional Services	0	1,350	1,350	1,350	0	0.0%
Transportation	0	200	200	200	0	0.0%
Miscellaneous	405	1,500	1,400	1,400	(100)	-6.7%
Permit Services	313,631	361,403	361,303	337,739	(23,664)	-6.5%
Inspections & Compliance						
Personal Services	326,797	387,683	387,683	378,854	(8,829)	-2.3%
Operating Supplies	4,871	5,850	5,850	5,850	0	0.0%
Professional Services	7,814	31,320	31,320	31,320	0	0.0%
Transportation	5,573	12,100	10,100	10,100	(2,000)	-16.5%
Miscellaneous	240	3,090	2,890	2,890	(200)	-6.5%
Other - Lease Payments	19,415	19,520	19,520	19,520	0	0.0%
Inspections & Compliance	364,710	459,563	457,363	448,534	(11,029)	-2.4%
Board of Electrical Examiners						
Operating Supplies	0	1,400	1,400	1,400	0	0.0%
Professional Services	11,455	12,000	12,000	12,000	0	0.0%
Communications	175	300	300	300	0	0.0%
Transportation	0	350	350	350	0	0.0%
Miscellaneous	100	250	250	250	0	0.0%
Board of Electrical Examiners	11,730	14,300	14,300	14,300	0	0.0%
Building Code Appeals Board						
Operating Supplies	0	2,800	2,800	2,800	0	0.0%
Miscellaneous	0	100	100	100	0	0.0%
Building Code Appeals Board	0	2,900	2,900	2,900	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Land Use & Growth Management (LUGM) - Continued						
Commission on the Environment						
Operating Supplies	25	1,725	1,525	1,525	(200)	-11.6%
Communications	0	100	50	50	(50)	-50.0%
Rentals	0	500	400	400	(100)	-20.0%
Miscellaneous	0	500	500	500	0	0.0%
 Commission on the Environment	25	2,825	2,475	2,475	(350)	-12.4%
Plumbing & Gas Board						
Operating Supplies	0	1,750	1,700	1,700	(50)	-2.9%
Communications	0	100	50	50	(50)	-50.0%
 Plumbing & Gas Board	0	1,850	1,750	1,750	(100)	-5.4%
Grants						
Miscellaneous	0	2,000	2,000	2,000	0	0.0%
 Grants	0	2,000	2,000	2,000	0	0.0%
Total - Land Use & Growth Management	2,147,447	2,864,939	2,849,178	2,874,474	9,535	0.3%
Public Works & Transportation (DPW&T)						
Administration						
Personal Services	360,057	351,053	352,560	372,225	21,172	6.0%
Operating Supplies	7,677	10,467	9,905	9,905	(562)	-5.4%
Professional Services	2,834	3,400	3,400	2,800	(600)	-17.6%
Communications	6,660	10,260	8,940	6,740	(3,520)	-34.3%
Transportation	83	325	325	175	(150)	-46.2%
Miscellaneous	2,541	2,800	3,100	3,100	300	10.7%
 Administration	379,852	378,305	378,230	394,945	16,640	4.4%
Engineering Services						
Personal Services	850,755	906,903	912,256	972,589	65,686	7.2%
Operating Supplies	10,746	7,825	7,921	7,921	96	1.2%
Professional Services	1,763	5,475	2,526	2,526	(2,949)	-53.9%
Transportation	1,023	750	750	750	0	0.0%
Miscellaneous	4,554	4,215	1,715	1,715	(2,500)	-59.3%
Equipment	20,191	0	0	0	0	0.0%
 Engineering Services	889,032	925,168	925,168	985,501	60,333	6.5%
Development Review						
Personal Services	124,176	241,154	288,165	279,966	38,812	16.1%
Operating Supplies	376	1,825	1,900	1,900	75	4.1%
Professional Services	0	84,425	84,425	23,925	(60,500)	-71.7%
Transportation	40	200	200	200	0	0.0%
Miscellaneous	475	475	475	475	0	0.0%
 Development Review	125,067	328,079	375,165	306,466	(21,613)	-6.6%
Construction & Inspections						
Personal Services	572,319	532,016	532,016	561,416	29,400	5.5%
Operating Supplies	3,453	6,461	6,521	6,521	60	0.9%
Professional Services	254,932	205,450	221,745	221,745	16,295	7.9%
Communications	4,338	3,620	3,620	3,620	0	0.0%
Transportation	13,023	13,500	13,500	13,500	0	0.0%
Equipment	(8,225)	0	0	0	0	0.0%
 Construction & Inspections	839,840	761,047	777,402	806,802	45,755	6.0%
County Highways						
Personal Services	2,800,903	3,571,480	3,571,480	3,476,195	(95,285)	-2.7%
Operating Supplies	61,050	64,518	77,618	77,618	13,100	20.3%
Professional Services	408,525	125,800	188,041	188,041	62,241	49.5%
Communications	6,306	7,500	11,280	11,280	3,780	50.4%
Transportation	163,496	182,050	187,050	187,050	5,000	2.7%
Public Utility Service	75,589	113,298	112,658	104,398	(8,900)	-7.9%
Rentals	20,906	30,000	30,000	30,000	0	0.0%
Snow Removal	1,188,377	254,750	254,750	254,750	0	0.0%
Miscellaneous	475,501	216,890	216,890	216,890	0	0.0%
Equipment	21,565	30,000	0	0	(30,000)	-100.0%
Other - Lease Payment	409,349	578,910	528,492	391,642	(187,268)	-32.3%
 County Highways	5,631,567	5,175,196	5,178,259	4,937,864	(237,332)	-4.6%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PERCENT
DPW & T - Continued						
MS4 Program						
Personal Services	0	276,006	276,006	264,101	(11,905)	-4.3%
Operating Supplies	0	0	1,675	1,675	1,675	0.0%
Professional Services	0	89,100	265,300	281,300	192,200	215.7%
Communications	0	0	1,320	1,320	1,320	0.0%
Transportation	0	0	2,000	2,000	2,000	0.0%
Miscellaneous Services	0	1,923	6,923	6,923	5,000	260.0%
Other - Lease Payment	0	0	102,120	10,120	10,120	0.0%
MS4 Program	0	367,029	655,344	567,439	190,290	51.8%
Mailroom/Messenger Services						
Personal Services	95,080	103,015	103,015	110,942	7,927	7.7%
Operating Supplies	624	1,710	1,710	1,710	0	0.0%
Communications	4,214	800	800	800	0	0.0%
Transportation	996	1,000	1,000	1,000	0	0.0%
Rentals	15,539	16,400	16,400	16,400	0	0.0%
Mailroom/Messenger Services	116,453	122,925	122,925	130,852	7,927	6.4%
Vehicle Maintenance Shop						
Personal Services	854,830	904,829	905,915	941,777	36,948	4.1%
Operating Supplies	44,091	55,786	53,072	53,072	(2,714)	-4.9%
Professional Services	81,012	63,000	33,000	33,000	(30,000)	-47.6%
Communications	1,522	4,220	2,220	2,220	(2,000)	-47.4%
Transportation	521,819	499,000	500,000	500,000	1,000	0.2%
Equipment & Furniture	8,609	36,986	0	0	(36,986)	-100.0%
Other - Lease Payment	78,741	73,285	40,264	40,264	(33,021)	-45.1%
Vehicle Maintenance Shop	1,590,624	1,637,106	1,534,471	1,570,333	(66,773)	-4.1%
Non-Public School Bus Transportation						
Personal Services	77,036	84,251	84,251	90,109	5,858	7.0%
Operating Supplies	3,147	4,050	4,500	4,500	450	11.1%
Professional Services	2,100,627	2,226,120	2,232,686	2,232,686	6,566	0.3%
Communications	9,138	8,861	13,000	13,000	4,139	46.7%
Transportation	0	200	25	25	(175)	-87.5%
Equipment	0	4,200	0	0	(4,200)	-100.0%
Insurance	32,184	33,663	34,308	34,308	645	1.9%
Miscellaneous	90	150	150	150	0	0.0%
Non-Public School Bus Transportation	2,222,222	2,361,495	2,368,920	2,374,778	13,283	0.6%
St. Mary's County Airport						
Personal Services	77,512	97,662	97,662	105,293	7,631	7.8%
Operating Supplies	762	5,500	9,300	7,800	2,300	41.8%
Professional Services	9,729	17,200	49,611	49,611	32,411	188.4%
Communications	2,644	3,600	2,600	2,600	(1,000)	-27.8%
Transportation	144	525	525	525	0	0.0%
Public Utility Service	6,373	5,000	5,000	5,000	0	0.0%
Rentals	0	3,000	0	0	(3,000)	-100.0%
Miscellaneous	1,472	2,000	2,000	2,000	0	0.0%
Equipment & Furniture	2,041	0	0	0	0	0.0%
Lease Payments	0	13,725	12,750	12,750	(975)	-7.1%
St Mary's County Airport	100,677	148,212	179,448	185,579	37,367	25.2%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
DPW & T - Continued						
Grants (<i>principally STS</i>)						
Personal Services	1,881,876	2,309,880	2,305,029	2,305,029	(4,851)	-0.2%
Operating Supplies	26,990	493,718	126,718	126,718	(367,000)	-74.3%
Professional Services	12,137	35,970	24,769	24,769	(11,201)	-31.1%
Communications	2,523	6,425	4,175	4,175	(2,250)	-35.0%
Transportation	477,346	447,314	497,671	497,671	50,357	11.3%
Public Utility Service	4,484	14,000	0	0	(14,000)	-100.0%
Repairs and Maintenance	0	3,450	0	0	(3,450)	-100.0%
Insurance	44,391	55,000	55,000	55,000	0	0.0%
Miscellaneous	77,247	11,365	11,165	11,165	(200)	-1.8%
Equipment	13,256	0	4,000	4,000	4,000	0.0%
Grants (<i>principally STS</i>)	2,540,250	3,377,122	3,028,527	3,028,527	(348,595)	-10.3%
Building Services						
Personal Services	1,378,620	1,951,521	2,065,254	2,008,073	56,552	2.9%
Operating Supplies	133,239	130,679	126,763	126,763	(3,916)	-3.0%
Professional Services	547,769	231,951	278,204	278,204	46,253	19.9%
Communications	24,572	24,451	24,451	24,451	0	0.0%
Transportation	30,928	36,000	36,000	36,000	0	0.0%
Public Utility Service	1,464,714	1,413,953	1,490,919	1,490,919	76,966	5.4%
Repairs and Maintenance	93,538	123,648	101,609	101,609	(22,039)	-17.8%
Rentals	0	2,352	2,352	2,352	0	0.0%
Equipment	2,940	12,500	0	0	(12,500)	-100.0%
Other - Lease Payment	38,035	62,325	63,629	63,629	1,304	2.1%
Grants	16,875	0	0	0	0	0.0%
Building Services	3,731,230	3,989,380	4,189,181	4,132,000	142,620	3.6%
Total - Public Works & Transportation	18,166,814	19,571,064	19,713,040	19,421,086	(149,978)	-0.8%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Recreation & Parks						
Administration						
Personal Services	1,103,830	1,179,498	1,179,498	1,237,048	57,550	4.9%
Operating Supplies	11,936	13,675	11,650	11,650	(2,025)	-14.8%
Professional Services	6,028	5,880	4,000	4,000	(1,880)	-32.0%
Communications	3,878	5,620	4,600	4,600	(1,020)	-18.1%
Transportation	2,623	3,500	2,400	2,400	(1,100)	-31.4%
Miscellaneous	9,242	12,855	8,200	8,200	(4,655)	-36.2%
Equipment	526	0	0	0	0	0.0%
Other - Lease Payments	15,005	15,075	15,075	15,075	0	0.0%
Administration	1,153,068	1,236,103	1,225,423	1,282,973	46,870	3.8%
Parks Maintenance						
Personal Services	1,332,874	1,419,767	1,438,545	1,456,340	36,573	2.6%
Operating Supplies	61,223	68,244	62,850	60,850	(7,394)	-10.8%
Professional Services	68,366	79,045	68,783	68,783	(10,262)	-13.0%
Communications	6,054	5,400	5,400	5,400	0	0.0%
Transportation	43,176	39,785	31,485	31,485	(8,300)	-20.9%
Public Utility Service	122,653	133,600	133,600	135,600	2,000	1.5%
Repairs and Maintenance	431,525	510,577	351,281	341,281	(169,296)	-33.2%
Rentals	72,275	63,834	58,090	58,090	(5,744)	-9.0%
Miscellaneous	6,529	9,515	9,515	9,515	0	0.0%
Equipment	34,033	47,575	37,500	10,000	(37,575)	-79.0%
Other - Lease Payments	17,424	27,890	86,235	19,535	(8,355)	-30.0%
Parks Maintenance	2,196,132	2,405,232	2,283,284	2,196,879	(208,353)	-8.7%
Non-Profits -Recreation & Parks						
Miscellaneous (Operating Allocation)	125,842	135,200	135,200	135,600	400	0.3%
Non-Profits - Recreation & Parks	125,842	135,200	135,200	135,600	400	0.3%
Grants						
Personal Services	1,107	1,109	1,447	1,278	169	15.2%
Operating Supplies	864	0	0	0	0	0.0%
Professional Services	1,894	6,894	1,894	1,894	(5,000)	-72.5%
Public Utility Service	210	231	231	231	0	0.0%
Repairs & Maintenance	4,565	0	0	0	0	0.0%
Rentals	11,789	11,766	13,897	16,597	4,831	41.1%
Miscellaneous	5,000	5,000	5,000	5,000	0	0.0%
Equipment	0	0	2,531	0	0	0.0%
Grants Division	25,429	25,000	25,000	25,000	0	0.0%
Museum Division						
Personal Services	460,044	496,209	508,254	562,808	66,599	13.4%
Operating Supplies	19,689	24,350	21,000	23,100	(1,250)	-5.1%
Professional Services	12,358	12,912	15,593	15,593	2,681	20.8%
Communications	6,998	8,450	7,700	7,700	(750)	-8.9%
Transportation	7,177	7,150	7,025	7,025	(125)	-1.7%
Public Utility Service	34,306	33,200	33,200	33,200	0	0.0%
Repairs & Maintenance	0	9,000	8,655	8,655	(345)	-3.8%
Rentals	0	800	800	800	0	0.0%
Insurance	5,250	5,100	5,100	5,100	0	0.0%
Miscellaneous	985	2,500	3,800	3,800	1,300	52.0%
Equipment	639	1,529	1,000	1,000	(529)	-34.6%
Other - Lease Payments	5,522	5,525	5,525	5,525	0	0.0%
Museum Division	552,968	606,725	617,652	674,306	67,581	11.1%
Chancellor's Run Regional Park						
Operating Supplies	0	0	16,954	16,954	16,954	100.0%
Professional Services	0	0	38,000	38,000	38,000	0.0%
Transportation	0	0	800	800	800	0.0%
Repairs and Maintenance	0	0	13,300	13,300	13,300	0.0%
Chancellor's Run Reg. Park	0	0	69,054	69,054	69,054	0.0%
Total - Recreation & Parks	4,053,439	4,408,260	4,355,613	4,383,812	(24,448)	-0.6%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Emergency Services						
Emergency Communications Center						
Personal Services	2,620,720	3,012,645	3,056,715	3,136,318	123,673	4.1%
Operating Supplies	21,951	55,450	40,346	48,981	(6,469)	-11.7%
Professional Services	23,609	58,931	40,450	49,450	(9,481)	-16.1%
Communications	133,419	341,836	340,536	340,436	(1,400)	-0.4%
Transportation	726	1,300	4,900	4,300	3,000	230.8%
Miscellaneous	9,160	11,300	6,500	10,500	(800)	-7.1%
Equipment	7,004	0	0	0	0	0.0%
Other - Lease Payment	0	0	13,800	9,430	9,430	0.0%
Emergency Communications Center	2,816,589	3,481,462	3,503,247	3,599,415	117,953	3.4%
Emergency Radio Communications						
Personal Services	152,858	209,882	209,882	211,159	1,277	0.6%
Operating Supplies	21,568	27,850	27,850	27,850	0	0.0%
Professional Services	1,020,477	727,664	850,235	850,235	122,571	16.8%
Communications	722	2,300	2,300	2,300	0	0.0%
Transportation	1,251	4,000	4,000	4,000	0	0.0%
Rentals	32,591	34,168	35,180	35,180	1,012	3.0%
Miscellaneous	0	6,000	0	0	(6,000)	-100.0%
Equipment	96,413	107,500	54,500	32,500	(75,000)	-69.8%
Other - Lease Payments	175,858	177,365	180,525	180,525	3,160	1.8%
Emergency Radio Communications	1,501,738	1,296,729	1,364,472	1,343,749	47,020	3.6%
Emergency Management						
Personal Services	258,808	440,487	447,595	461,535	21,048	4.8%
Operating Supplies	5,106	35,900	31,757	35,311	(589)	-1.6%
Professional Services	22,731	36,600	31,600	31,600	(5,000)	-13.7%
Communications	18,538	24,400	27,500	27,500	3,100	12.7%
Transportation	2,503	2,700	10,200	10,000	7,300	270.4%
Miscellaneous	3,472	33,500	33,500	14,000	(19,500)	-58.2%
Equipment	43,916	7,500	0	0	(7,500)	-100.0%
Other - Lease Payments	5,233	17,948	21,013	11,813	(6,135)	-34.2%
Emergency Management	360,307	599,035	603,165	591,759	(7,276)	-1.2%
Animal Control						
Personal Services	326,389	378,476	378,476	429,383	50,907	13.5%
Operating Supplies	5,921	32,150	16,200	14,700	(17,450)	-54.3%
Professional Services	462,701	539,200	550,050	550,050	10,850	2.0%
Communications	3,485	3,850	4,200	4,200	350	9.1%
Transportation	17,360	25,000	27,500	27,500	2,500	10.0%
Miscellaneous	2,271	2,200	1,700	250	(1,950)	-88.6%
Other - Lease Payments	21,291	21,370	12,890	12,890	(8,480)	-39.7%
Animal Control	839,418	1,002,246	991,016	1,038,973	36,727	3.7%
Grants						
Operating Supplies	158,063	20,500	28,500	28,500	8,000	39.0%
Professional Services	170,459	112,500	348,668	348,668	236,168	209.9%
Transportation	135	0	0	0	0	0.0%
Rentals	1,168	0	0	0	0	0.0%
Equipment	294,446	875,496	662,832	662,832	(212,664)	-24.3%
Grants (Equip.,Recov-Princ FEMA &	624,271	1,008,496	1,040,000	1,040,000	31,504	3.1%
Total - Emergency Services	6,142,323	7,387,968	7,501,900	7,613,896	225,928	3.1%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	AMOUNT	PERCENT
ELECTED OFFICIALS						
Circuit Court						
Administration						
Personal Services	767,829	914,089	914,089	983,159	69,070	7.6%
Operating Supplies	22,676	32,585	32,585	32,585	0	0.0%
Professional Services	36,148	49,800	49,800	49,800	0	0.0%
Communications	20,132	21,800	22,300	22,300	500	2.3%
Transportation	844	3,000	3,000	3,000	0	0.0%
Miscellaneous	44,915	48,550	48,550	48,550	0	0.0%
Equipment	14,742	53,200	0	0	(53,200)	-100.0%
Administration	907,286	1,123,024	1,070,324	1,139,394	16,370	1.5%
Law Library						
Operating Supplies	27,435	41,600	40,850	40,850	(750)	-1.8%
Equipment	26,142	0	0	0	0	0.0%
Law Library	53,577	41,600	40,850	40,850	(750)	-1.8%
Grants						
Personal Services	335,004	380,033	332,239	323,133	(56,900)	-15.0%
Operating Supplies	1,997	3,585	2,572	2,508	(1,077)	-30.0%
Professional Services	305,670	335,863	367,520	376,690	40,827	12.2%
Communications	663	1,000	2,310	2,310	1,310	131.0%
Transportation	258	315	400	400	85	27.0%
Miscellaneous	13,427	15,500	13,000	13,000	(2,500)	-16.1%
Equipment	3,695	0	0	0	0	0.0%
Grants	660,714	736,296	718,041	718,041	(18,255)	-2.5%
Total - Circuit Court	1,621,577	1,900,920	1,829,215	1,898,285	(2,635)	-0.1%
Orphans' Court						
Personal Services	44,153	45,327	45,327	45,676	349	0.8%
Professional Services	0	0	350	350	350	
Operating Supplies	778	1,500	1,500	1,500	0	0.0%
Communications	1,963	1,992	1,992	1,992	0	0.0%
Miscellaneous	12,197	9,960	9,960	9,960	0	0.0%
Equipment	5,706	600	0	0	(600)	-100.0%
Total - Orphans' Court	64,797	59,379	59,129	59,478	99	0.2%
Office of the Sheriff						
Law Enforcement						
Personal Services	22,028,297	25,615,711	32,944,377	28,996,910	3,381,199	13.2%
Operating Supplies	403,681	581,915	605,559	592,959	11,044	1.9%
Professional Services	198,649	297,942	326,942	297,942	0	0.0%
Communications	103,556	101,100	101,100	101,100	0	0.0%
Transportation	421,516	579,513	637,763	587,513	8,000	1.4%
Public Utility	395	0	0	0	0	0.0%
Rentals	70,706	73,170	73,170	73,170	0	0.0%
Miscellaneous	90,966	134,750	134,750	134,750	0	0.0%
Equipment	1,919,390	165,736	586,563	94,397	(71,339)	-43.0%
Other - Lease Payments	1,077,040	1,037,653	932,179	774,054	(263,599)	-25.4%
Law Enforcement	26,314,196	28,587,490	36,342,403	31,652,795	3,065,305	10.7%
Corrections						
Personal Services	8,803,246	10,598,830	11,746,253	11,633,817	1,034,987	9.8%
Operating Supplies	733,984	905,606	923,811	875,606	(30,000)	-3.3%
Professional Services	1,099,279	1,188,412	1,211,864	1,188,412	0	0.0%
Communications	10,166	11,500	11,500	11,500	0	0.0%
Rentals	83,437	149,500	189,500	149,500	0	0.0%
Miscellaneous	5,815	12,991	12,991	12,991	0	0.0%
Equipment	323,704	0	0	0	0	0.0%
Other - Lease Payments	24,073	10,975	19,154	19,154	8,179	74.5%
Corrections	11,083,704	12,877,814	14,115,073	13,890,980	1,013,166	7.9%
Training						
Operating Supplies	54,436	120,570	120,570	120,570	0	0.0%
Miscellaneous	232,478	257,307	269,307	257,307	0	0.0%
Training	286,914	377,877	389,877	377,877	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
Office of the Sheriff - Continued						
Canine						
Operating Supplies	5,448	8,000	9,500	8,000	0	0.0%
Professional Services	12,171	17,400	17,400	17,400	0	0.0%
Miscellaneous	0	500	0	0	(500)	-100.0%
Equipment	16,701	7,500	16,000	8,000	500	6.7%
Canine	34,320	33,400	42,900	33,400	0	0.0%
Court Security						
Personal Services	847,907	927,757	1,010,121	993,629	65,872	7.1%
Operating Supplies	1,120	1,300	1,300	1,300	0	0.0%
Equipment	0	0	11,000	0	0	0.0%
Court Security	849,027	929,057	1,022,421	994,929	65,872	7.1%
Grants						
Personal Services	678,337	660,485	1,086,176	961,223	300,738	45.5%
Operating Supplies	3,826	26,862	26,855	30,230	3,368	12.5%
Professional Services	149,212	189,742	554,165	313,052	123,310	65.0%
Communications	2,433	3,485	3,340	3,340	(145)	-4.2%
Transportation	10,138	65,000	50,600	10,600	(54,400)	-83.7%
Rentals	3,500	7,500	6,900	6,900	(600)	-8.0%
Miscellaneous	6,627	30,376	22,341	22,341	(8,035)	-26.5%
Equipment	35,546	55,125	83,762	51,112	(4,013)	-7.3%
Grants	889,619	1,038,575	1,834,139	1,398,798	360,223	34.7%
Total - Office of the Sheriff	39,457,780	43,844,213	53,746,813	48,348,779	4,504,566	10.3%
Office of the State's Attorney						
Judicial						
Personal Services	2,845,663	3,250,924	3,685,443	3,550,699	299,775	9.2%
Operating Supplies	60,701	60,176	100,426	73,426	13,250	22.0%
Professional Services	24,620	45,638	62,000	47,552	1,914	4.2%
Communications	9,776	14,855	14,855	14,855	0	0.0%
Transportation	4,297	14,400	14,400	14,400	0	0.0%
Rentals	292	300	300	300	0	0.0%
Miscellaneous	15,864	18,200	8,000	38,000	19,800	108.8%
Equipment	130	4,048	0	0	(4,048)	-100.0%
Other	0	12,420	12,420	12,420	0	0.0%
Judicial	2,961,343	3,420,961	3,897,844	3,751,652	330,691	9.7%
Grants						
Personal Services	610,081	646,678	700,647	700,647	53,969	8.3%
Operating Supplies	3,360	6,691	6,991	6,991	300	4.5%
Professional Services	5,955	117,252	15,783	15,783	(101,469)	-86.5%
Communications	3,265	4,540	4,540	4,540	0	0.0%
Transportation	0	1,388	1,388	1,388	0	0.0%
Miscellaneous	9,510	23,226	24,143	24,143	917	3.9%
Equipment	2,810	2,964	0	0	(2,964)	-100.0%
Grants	634,981	802,739	753,492	753,492	(49,247)	-6.1%
Total - Office of the State's Attorney	3,596,324	4,223,700	4,651,336	4,505,144	281,444	6.7%
Office of the County Treasurer						
Personal Services	407,848	451,843	451,843	473,270	21,427	4.7%
Operating Supplies	9,567	15,000	15,000	15,000	0	0.0%
Professional Services	1,121	1,500	1,500	1,500	0	0.0%
Communications	24,762	28,450	28,450	28,450	0	0.0%
Transportation	465	600	600	600	0	0.0%
Total - Office of the County Treasurer	443,763	497,393	497,393	518,820	21,427	4.3%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
STATE AGENCIES / INDEPENDENT BOARDS						
Department of Health						
Operating Allocation	2,207,979	2,395,395	2,395,395	2,617,478	222,083	9.3%
Personal Services	16,151	16,238	186,091	16,238	0	0.0%
Total - Department of Health	2,224,130	2,411,633	2,581,486	2,633,716	222,083	9.2%
Department of Agriculture						
Operating Allocation	65,500	77,000	91,000	91,000	14,000	18.2%
Total - Department of Agriculture	65,500	77,000	91,000	91,000	14,000	18.2%
Department of Social Services						
Operating Allocation	276,038	282,615	282,615	282,615	0	0.0%
Personal Services	83,604	90,152	96,532	96,532	6,380	7.1%
Professional Services	6,472	6,500	6,500	6,500	0	0.0%
Grant	51,458	82,366	90,293	90,293	7,927	9.6%
Total - Department of Social Services	417,572	461,633	475,940	475,940	14,307	3.1%
Alcohol Beverage Board						
Personal Services	123,568	152,036	152,036	141,086	(10,950)	-7.2%
Operating Supplies	4,218	9,305	9,305	9,305	0	0.0%
Professional Services	10,000	18,500	18,500	18,500	0	0.0%
Communications	1,380	1,800	1,800	1,800	0	0.0%
Transportation	2,579	5,000	5,000	5,000	0	0.0%
Miscellaneous	166,946	168,702	168,702	211,197	42,495	25.2%
Equipment	395	0	0	0	0	0.0%
Total - Alcohol Beverage Board	309,086	355,343	355,343	386,888	31,545	8.9%
Board of Elections						
Personal Services	70,568	44,097	57,548	57,548	13,451	30.5%
Operating Supplies	38,759	53,877	53,877	53,877	0	0.0%
Professional Services	802,215	1,013,391	1,169,550	1,169,550	156,159	15.4%
Communications	33,997	33,200	36,200	36,200	3,000	9.0%
Transportation	11,022	7,750	11,250	11,250	3,500	45.2%
Rentals	5,437	7,775	18,875	18,875	11,100	142.8%
Miscellaneous	11,478	11,230	11,260	11,260	30	0.3%
Total - Board of Elections	973,476	1,171,320	1,358,560	1,358,560	187,240	16.0%
University of Maryland Extension - St. Mary's Co.						
Operating Supplies	4,093	5,750	5,750	5,750	0	0.0%
Professional Services	200,199	223,911	232,686	232,686	8,775	3.9%
Communications	3,940	4,000	4,000	4,000	0	0.0%
Transportation	18,000	20,700	21,000	21,000	300	1.4%
Public Utilities	3,743	4,400	4,100	4,100	(300)	-6.8%
Rentals	974	1,200	1,500	1,500	300	25.0%
Insurance	0	0	266	266	266	0.0%
Miscellaneous	1,389	2,300	1,000	1,000	(1,300)	-56.5%
Equipment	1,870	1,800	500	500	(1,300)	-72.2%
Total - University of MD Extension-St. Mary's	234,208	264,061	270,802	270,802	6,741	2.6%
Ethics Commission						
Operating Supplies	0	183	183	183	0	0.0%
Professional Services	0	650	650	650	0	0.0%
Total - Ethics Commission	0	833	833	833	0	0.0%
St. Mary's County Forest Conservation Board						
Operating Allocation	2,500	2,500	2,500	2,500	0	0.0%
Total - SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Soil Conservation District						
Personal Services	24,840	23,546	24,000	24,000	454	1.9%
Operating Allocation	53,517	53,517	57,497	57,497	3,980	7.4%
Total - Soil Conservation District	78,357	77,063	81,497	81,497	4,434	5.8%
So. MD Resource Conservation & Development						
Operating Allocation	13,300	13,300	15,300	13,300	0	0.0%
Total - Southern Maryland RC&D	13,300	13,300	15,300	13,300	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
STATE AGENCIES / INDEPENDENT BOARDS - Continued						
So. MD Tri-County Community Action Committee, Inc.						
Operating Allocation	16,000	16,000	35,000	16,000	0	0.0%
Total - So. MD Tri-County Community Action	16,000	16,000	35,000	16,000	0	0.0%
Tri-County Council for Southern Maryland						
Operating Allocation	94,200	94,200	125,000	125,000	30,800	32.7%
Total - Tri-County Council for Southern Maryland	94,200	94,200	125,000	125,000	30,800	32.7%
Tri-County Youth Services Bureau, Inc.						
Operating Allocation	143,600	143,600	143,600	143,600	0	0.0%
Total - Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	143,600	0	0.0%
SDAT - Leonardtown Office						
Operating Allocation	379,828	439,394	452,580	452,580	13,186	3.0%
Total - SDAT - Leonardtown Office	379,828	439,394	452,580	452,580	13,186	3.0%
University System of Maryland at Southern Maryland (USMSM)						
Operating Allocation	40,000	40,000	40,000	40,000	0	0.0%
Total - USMSM	40,000	40,000	40,000	40,000	0	0.0%
Board of Education						
Administration	3,278,420	3,545,562	3,537,837	3,520,986	(24,576)	-0.7%
Mid-Level Administration	16,267,214	16,809,844	17,598,578	17,478,820	668,976	4.0%
Instructional Salaries	79,310,481	81,901,980	84,579,313	83,479,956	1,577,976	1.9%
Instructional Textbooks & Supplies	4,173,190	3,786,220	4,281,983	4,321,543	535,323	14.1%
Other Instructional Costs	1,368,029	1,615,294	1,618,645	1,618,645	3,351	0.2%
Special Education	19,329,458	19,390,370	20,121,592	19,505,104	114,734	0.6%
Student Personnel Services	1,215,782	1,264,439	1,433,570	1,285,145	20,706	1.6%
Student Health Services	2,459,007	2,502,027	2,627,831	2,565,990	63,963	2.6%
Student Transportation	16,530,298	17,324,559	18,472,746	18,148,833	824,274	4.8%
Operation of Plant	15,469,965	16,943,065	18,003,524	17,388,188	445,123	2.6%
Maintenance of Plant	4,035,547	4,523,947	4,613,558	4,592,157	68,210	1.5%
Fixed Charges	47,022,989	51,485,722	54,708,229	56,174,156	4,688,434	9.1%
Capital Outlay	3,756,597	992,738	1,022,017	991,083	(1,655)	-0.2%
Sub-Total - General Operations	214,216,977	222,085,767	232,619,423	231,070,606	8,984,839	4.0%
Funding other than County Appropriation						
Fund Balance - Used (generated)	6,244,929	1,934,870	1,253,805	6,118,680	4,183,810	216.2%
State, Federal, Other Revenue Sources	110,098,228	113,907,976	115,688,751	115,409,005	1,501,029	1.3%
County Funding - Board of Education						
BOE - Recurring - MOE	104,017,525	106,242,921	106,855,430	106,855,430	612,509	0.6%
BOE - Recurring - Additional Request			6,785,737	2,687,491	2,687,491	0.0%
BOE - Non-Recurring			2,035,700	0	0	0.0%
County Appropriation - BOE	104,017,525	106,242,921	115,676,867	109,542,921	3,300,000	3.1%
College of Southern Maryland						
Compensation	46,372,968	48,632,560	45,896,500	45,896,500	(2,736,060)	-5.6%
Contracted Services	6,390,756	9,130,689	8,363,506	8,363,506	(767,183)	-8.4%
Supplies & Materials	2,162,532	2,698,775	1,942,302	1,942,302	(756,473)	-28.0%
Communications	376,806	524,487	489,787	489,787	(34,700)	-6.6%
Conferences & Meetings	791,340	779,432	412,024	412,024	(367,408)	-47.1%
Scholarships & Fellowships	244,991	250,514	257,007	257,007	6,493	2.6%
Utilities	1,847,279	1,898,572	1,537,714	1,537,714	(360,858)	-19.0%
Fixed Charges	728,201	682,051	709,775	709,775	27,724	4.1%
Furniture & Equipment	1,587,319	1,106,942	454,526	454,526	(652,416)	-58.9%
OPEB Trust Contributions	(740,118)	552,180	493,091	493,091	(59,089)	-10.7%
Sub-Total - General Operations	59,762,074	66,256,202	60,556,232	60,556,232	(5,699,970)	-8.6%
Funding other than County Appropriation						
State, Federal, Other Revenue Sources	55,435,112	61,488,902	56,037,546	56,037,546	(5,451,356)	-8.9%
County Appropriation	4,326,962	4,767,300	4,518,686	4,518,686	(248,614)	-5.2%
County Appropriation - CSM	4,326,962	4,767,300	4,518,686	4,518,686	(248,614)	-5.2%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2019	FY2020	FY2021	FY2021	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER 2020 APPROVED AMOUNT	PERCENT
STATE AGENCIES / INDEPENDENT BOARDS - Continued						
Board of Library Trustees						
Lexington Park Library	959,806	928,654	978,137	917,554	(11,100)	0.0%
Leonardtown Library	776,063	918,611	1,013,813	908,950	(9,661)	100.0%
Charlotte Hall Library	630,536	642,283	677,207	632,699	(9,584)	100.0%
Administration	1,495,085	1,504,353	1,536,870	1,504,353	0	100.0%
Sub-Total - General Operations	3,861,490	3,993,901	4,206,027	3,963,556	(30,345)	-0.8%
Funding other than County Appropriation						
Fund Balance - Used (Generated)	14,031	70,755	40,000	57,996	(12,759)	-18.0%
State, Federal, Other Revenue Sources	969,409	959,000	957,194	939,198	(19,802)	-2.1%
County Appropriation	2,878,050	2,964,146	3,208,833	2,966,362	2,216	0.1%
County Appropriation - Library	2,878,050	2,964,146	3,208,833	2,966,362	2,216	0.1%
Other Budget Costs						
Appropriation Reserve	0	1,500,000	1,500,000	1,500,000	0	0.0%
Leonardtown Tax Rebate	43,493	43,487	43,446	43,446	(41)	-0.1%
Employer Contributions - Retiree Health Benefits	3,392,169	3,300,000	3,600,000	3,600,000	300,000	9.1%
Employer Contributions - Unemployment	13,368	35,000	25,000	25,000	(10,000)	-28.6%
Bank / GOB Costs	10,192	35,000	25,000	25,000	(10,000)	-28.6%
Debt Service	11,635,436	13,645,203	12,939,808	12,539,808	(1,105,395)	-8.1%
Total - Other Budget Costs	15,094,658	18,558,690	18,133,254	17,733,254	(825,436)	-4.4%
Transfers & Reserves						
Capital Projects - Pay-Go	2,774,891	12,989,427	8,764,446	4,680,000	(8,309,427)	-64.0%
Reserve - Bond Rating	669,697	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
Total Transfers & Reserves	3,444,588	13,889,427	9,664,446	5,580,000	(8,309,427)	-59.8%
TOTAL GENERAL FUND	\$225,812,953	\$253,113,474	\$269,119,674	\$253,211,723	\$98,249	0.04%

GENERAL FUND FY2021 & FOUR-YEAR PROJECTION (2022 - 2025)

(\$ IN THOUSANDS)	FY2021 APPROVED	FY2022 ESTIMATE	FY2023 ESTIMATE	FY2024 ESTIMATE	FY2025 ESTIMATE
Revenues					
Property Taxes	114,770	119,360	121,748	124,183	126,666
Income Taxes	107,975	113,374	116,775	120,278	123,887
Local Taxes	9,640	10,122	10,324	10,531	10,742
Highway User	1,791	1,881	1,956	2,034	2,115
Licenses and Permits	586	615	634	653	672
Charges for Services	3,087	3,241	3,371	3,506	3,611
Fines and Forfeitures	25	25	25	25	25
State/Federal Grants	8,539	8,966	9,414	9,885	10,379
Other Revenues	1,838	1,500	1,500	1,500	1,500
<i>Use of County Fund Balance</i>	4,962	0	0	0	0
REVENUES	253,212	259,084	265,746	272,594	279,597
Expenditures:					
Aging & Human Services	5,183	5,235	5,287	5,340	5,394
Information Technology	4,186	4,228	4,270	4,313	4,356
Public Works & Transportation	19,421	19,615	19,811	20,010	20,210
Recreation & Parks	4,384	4,428	4,472	4,517	4,562
Emergency Services	7,614	7,690	7,767	7,845	7,923
Other County Departments	10,660	11,791	10,874	10,983	11,093
Total, Departments	51,448	52,986	52,482	53,007	53,537
Office of the Sheriff	48,349	48,832	49,321	49,814	50,312
Office of the State's Attorney	4,505	4,550	4,596	4,642	4,688
Other Elected Officials	2,477	2,501	2,526	2,552	2,577
Total, Elected Officials	55,331	55,884	56,443	57,007	57,577
Department of Health	2,634	2,660	2,687	2,714	2,741
County Funds - Board of Ed	109,543	110,240	111,390	111,697	111,985
County Funds - College of Southern Maryland	4,519	4,564	4,610	4,656	4,702
County Funds - Board of Library Trustees	2,966	2,996	3,026	3,056	3,087
Other Boards and State Agencies	3,459	3,456	3,488	3,519	3,551
Total, Boards and State Agencies	123,120	123,916	125,200	125,642	126,066
Employer Contributions - Retiree Health Costs	3,600	3,700	3,800	3,900	4,000
Debt Service	12,540	15,020	15,029	16,659	16,530
Other Budget Costs	1,593	1,594	1,595	1,595	1,596
Total, Other Budget Costs	17,733	20,315	20,424	22,154	22,126
Transfers & Reserves	5,580	900	900	900	900
Total, Transfers & Reserves	5,580	900	900	900	900
EXPENDITURES	253,212	254,001	255,448	258,710	260,205
<i>DIFFERENCE REVENUE OVER (EXPENDITURES)</i>	<i>0</i>	<i>5,083</i>	<i>10,298</i>	<i>13,884</i>	<i>19,391</i>
<i>Operating Impacts FTE's</i>	<i>-</i>	<i>34</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>CIP Operating Impacts - In year started</i>	<i>0</i>	<i>5,017</i>	<i>355</i>	<i>264</i>	<i>20</i>
<i>CIP Operating Impacts - recurring</i>	<i>0</i>	<i>5,017</i>	<i>5,372</i>	<i>5,637</i>	<i>5,657</i>
<i>Amount available after Operating Impacts</i>	<i>-</i>	<i>65</i>	<i>4,926</i>	<i>8,247</i>	<i>13,734</i>

NOTE: FY2022 Expenditures includes phased comp

COUNTY DEPARTMENTS

- **Program Description**
- **Operating Budget**
- **Highlights**
- **Staffing**
- **Performance Measures**

COUNTY COMMISSIONERS / ADMINISTRATOR



MISSION

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

DESCRIPTION

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

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

COUNTY COMMISSIONERS / ADMINISTRATOR

DESCRIPTION (continued)

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

OPERATING BUDGET

County Commissioners / County Administrator	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Legislative/County Commissioners	\$436,991	\$487,866	\$487,866	\$478,609
County Administrator	385,166	428,737	428,737	432,473
Public Information	<u>229,785</u>	<u>356,347</u>	<u>266,267</u>	<u>280,974</u>
Total Department	\$1,051,942	\$1,272,950	\$1,182,870	\$1,192,056

HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,192,056 a decrease of \$80,894 or 6.4%. It includes the county employee compensation changes mentioned in the budget highlights.

STAFFING

County Commissioners / County Administrator	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Legislative/County Commissioners	6.75	6.75	6.75
County Administrator	3.0	3.0	3.0
Public Information	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
Total Department	12.75	12.75	12.75

COUNTY COMMISSIONERS / ADMINISTRATOR

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Board of Health Meetings	2	2	2
Boards, Committees and Commissions	41	41	41
Coffee w/County Administrator	6	6	6
County Administrator Business Items Approved	240	250	250
CSMC Budget Work Sessions	10	9	9
CSMC Business Meetings	47	48	48
CSMC Emails Processed	1,317	1,308	1,300
CSMC Executive Sessions	64	40	40
CSMC Public Forums	4	4	4
CSMC Public Hearings	9	14	14
Events Attended by CSMC	224	225	250
Incoming USPS Mail Processed	602	600	600
Managers meetings	10	10	10
MetCom Joint Meetings with CSMC	2	2	2
Minutes Prepared for Meetings	37	38	38
NAS/PAX River Joint Meetings with CSMC	2	2	2
News Releases Issued	296	315	315
OPEB Meetings	4	4	4
Phone Calls from Citizens	31,980	30,000	30,000
Proclamations and Commendations Issued	352	350	350
Resolutions and Ordinances Passed by CSMC	42	44	44
Sheriff's Retirement Board Meetings	10	10	10
SMC Public Schools Joint Meetings with CSMC	2	2	2
Special Events: Fire/Rescue, Law Enforcement Day, Flag Day, Veterans Day, Ribbon Cuttings, Groundbreakings, etc.	12	9	12
Tri-County Council Full Council Meetings	4	4	4
Video-tape Productions (in-house meetings, off-site shoots, special projects)	343	350	350
Written Responses to Citizens from CSMC	227	190	190
XMT – Executive Management Meetings	19	20	20

DEPARTMENT OF AGING & HUMAN SERVICES



DESCRIPTION

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

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

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

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

DEPARTMENT OF AGING & HUMAN SERVICES

DESCRIPTION (continued)

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

OPERATING BUDGET

Aging & Human Services	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Aging Administration	1,838,221	\$2,158,318	\$2,226,650	\$2,253,277
Grants – Aging	990,427	1,100,635	1,138,278	1,138,278
Human Services (HS) – Admin. Grants	94,623	143,102	143,102	143,102
Community Services (CS)	491,419	501,959	506,329	522,156
Human Relations Commission	1,393	1,850	1,850	1,850
Commission for Women	11,738	7,000	7,000	7,000
Non-Profits–Aging & Human Services	831,512	606,880	606,880	785,677
Grants – HS (Non-Admin.)	<u>405,463</u>	<u>331,718</u>	<u>331,718</u>	<u>331,718</u>
Total Department – General Fund	\$4,664,796	\$4,851,462	\$4,961,807	\$5,183,058
Miscellaneous Revolving Fund- Aging Special Events	\$118,571	\$120,000	\$120,000	\$120,000
Miscellaneous Revolving Fund - Community Service Teen Court		\$1,000	\$1,000	\$1,000

HIGHLIGHTS

The general fund budget for the Department of Aging & Human Services is \$5,183,058, an increase of \$331,596 or 6.8% over the FY2020 Budget. This budget includes:

- The addition of a new Guardianship Officer, hourly position, to provide senior guardianship assistance to support individuals who have psychiatric needs and behavioral tendencies. The caseload has increased and requires a specific staff person to solely work on guardianship cases.
- Increases in supplies, food costs, and volunteer mileage reimbursement for the Congregate and Home-Delivered Meals Program

DEPARTMENT OF AGING & HUMAN SERVICES

HIGHLIGHTS (continued)

The Department of Aging & Human Services' budget also includes the county employee compensation changes mentioned in the budget highlights.

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

Agency	Category	Amount
ARC of Southern Maryland	Disability Services	\$130,000
Bay Community Support Services, Inc.	Disability Services	\$3,900
Center for Children, Inc.	Behavioral Health	\$15,000
Center for Children, Inc.	Community Services	\$1,000
Center for Life Enrichment	Disability Services	\$150,908
Community Mediation of SMC	Community Services	\$2,500
Greenwell Foundation	Disability Services	\$34,500
Promise Resource Center	Community Services	\$15,980
Sleep in Heavenly Peace, Inc.	Community Services	\$1,000
So MD Center for Family Advocacy	Community Services	\$280,797
So MD Center for Independent Living	Disability Services	\$7,500
Special Olympics MD St. Mary's County	Community Services	\$12,592
Three Oaks Center	Homelessness Prevention	\$130,000
Total		\$785,677

DEPARTMENT OF AGING & HUMAN SERVICES

STAFFING

Aging & Human Services	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Aging Administration	20.25	20.25	20.25
Grants – Aging	8.25	8.25	8.25
Human Services – Administration Grants	.54	.54	.54
Community Services (CS)	<u>3.46</u>	<u>3.46</u>	<u>3.46</u>
Total Department	32.50	32.50	32.50

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Senior Activity Centers and Nutrition Sites</u>			
Serve mid-day congregate meals to support healthy nutrition	26,641	19,183	20,142
Seniors Served	1,614	1,380	1,449
<u>Social / Recreational / Educational Activities</u>			
Seniors Served	8,467	6,396	6,716
Units of Service	84,438	81,240	85,302
Number of Contacts – UNITS (Newsletter)	26,020	27,690	29,075
<u>Physical Fitness & Health Education and Screening Programs</u>			
Seniors participating (Nutrition Education from newsletter included in all stats)	10,852	9,796	10,286
Units of Service (Nutrition Education from newsletter included in all stats)	64,814	65,827	69,118
<u>Home and Community-Based Services</u>			
Medicaid Waiver (Home & Community-Based Options Waiver, Community First Choice (CFC))			
Persons Served	94	96	100
Admissions	9	14	20
Discharges / Deaths / Transfers	15	26	30
Applications Taken	19	0	-
Senior Care			
Seniors Served (aged 65 and over)	66	49	61
Admissions	14	11	12
Discharges	15	6	7

DEPARTMENT OF AGING & HUMAN SERVICES

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
National Family Caregivers Support Program and County (In-Home Services)			
Consumers Served	128	206	220
Caregivers Serviced	8,300	8,300	8,400
Home-Delivered Meals			
Meals Served	48,677	42,918	45,064
Seniors Served	387	385	404
Senior I&A Program			
MAP Information and Assistance – Client Calls / Visits	3,394	3,939	4,200
SHIP Client Calls / Visits	870	1,000	1,200
Senior Rides			
Number of Unduplicated Clients Served	76	73	82
Number of Trips Taken	556	536	573
Retired & Senior Volunteer Program (RSVP)			
Number of Volunteers	360	365	370
Hours of Volunteer Service	37,726	39,818	41,910
Number of Stations	33	34	35
Local Management Board			
Participants - After School Programs	35	40	40
Parents Served - Family Navigation & Single Point of Access *	310	0	0*
Counseling Formal and Informal Cases –Early Intervention & Prevention *	320	0	0*
Participants - Court Drug Assessor and Mentoring **	140	120	120
Meetings/Programs - Early Childhood Council	14	14	14
Youth Coordination			
Teen Court			
Adult Volunteers / Juvenile Volunteers	25	26	28
Cases Heard in Court	36	47	55
Project Graduation			
Graduate Attendees	1,200	1,200	1,200
Number of Volunteers	80	110	120
Number of Students / Guest Attendees	450	350	400

* = Program discontinued in FY20

** = Assessor Program ceased mid-year FY19:
Mentoring continues

COUNTY ATTORNEY



DESCRIPTION

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

OPERATING BUDGET

County Attorney	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration	<u>\$673,988</u>	<u>\$1,032,253</u>	<u>\$1,009,295</u>	<u>\$1,045,291</u>
Total Department	\$673,988	\$1,032,253	\$1,009,295	\$1,045,291

HIGHLIGHTS

The budget for the County Attorney is \$1,045,291, an increase of \$13,038 or 1.3%. This increase is attributed to the employee compensation changes discussed in the highlights. Also included in this budget is funding for Contract Legal Services to hear Board of Appeals and Planning Commission hearings.

STAFFING

County Attorney	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Total Department	7	7	7

COUNTY ATTORNEY

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Complaints	2	4	5
Guardianship Cases	13	18	20
Legislative Bills Reviewed	300	350	375
Legislative Fiscal Note Requests Processed	40	44	50
St. Mary's County Legislation Passed	5	9	10
Legislative Items Tracked & Maintained-SMC Website	45	63	75
Notice of Claim	24	15	25
Municipal Infractions	96	100	100
Public Information Requests	105	140	120
Tax Sales	11	55	75

DEPARTMENT OF ECONOMIC DEVELOPMENT



DESCRIPTION

The Department of Economic Development works to build a stronger, more resilient, innovation-driven economy in St. Mary's County, Maryland.

The Department is implementing the Commissioner approved Strategic Plan to Build an Innovation Driven Economy. The overarching goal of the Plan is to broaden the local economy and, thereby, reduce the County's current dependency on federal defense spending.

The Plan implementation specifies:

- Cluster based strategies to facilitate the growth of four targeted emerging and asset-based sectors: Unmanned and Autonomous Systems, Rapid Prototyping and Advanced Manufacturing, Agriculture & Aquaculture and Tourism & Hospitality.
- Innovation driven strategies to focus on building a robust ecosystem to attract and support start-up and early stage, commercial product technology companies.
- People and place-based strategies to cultivate an enhanced quality of life to attract and retain a talented and diverse workforce.
- Strategies to protect and grow the Navy's mission at NAX Patuxent River rely on constant communication and collaboration between the military, the County and other stakeholders to ensure a consistent approach to compatibility between the community uses and military operations.

The Department's Business Development Division provides direct support to new or expanding commercial businesses and works to attract new businesses to grow and diversify the local economy. The Agriculture and Seafood Division provides direct support to new and existing agriculture-based businesses, oversees three County farmers markets, and manages a multi-million-dollar land preservation program.

Visit St. Mary's MD, a standalone entity, now carries out tourism responsibilities on behalf of the County. Budget dollars that previously funded the DED Tourism Division are now disbursed directly to Visit St. Mary's MD based on the percentage of County Public Accommodation tax received in the prior year.

This Departmental Budget also includes funding for non-profit entities that help further the mission of the Department.

The Department staffs the St. Mary's County Economic Development Commission and the Agriculture, Seafood and Forestry Board. Department employees engage with many other organizations and groups including the Agricultural Land Preservation Board, The Patuxent

DEPARTMENT OF ECONOMIC DEVELOPMENT

Partnership, the Southern Maryland Innovation and Technology initiative, St. Mary's County Chamber of Commerce, Southern Maryland Navy Alliance, and the Farmers Market Association.

OPERATING BUDGET

Economic Development	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration/Office of the Director	\$394,430	\$438,881	\$438,881	441,911
Tourism Development	471,668	430,937	430,937	400,194
Agriculture & Seafood Development	340,369	368,479	368,479	390,488
Business Development	305,310	466,327	454,062	451,337
Non-Profits – Economic Development	96,755	89,455	98,505	98,505
Grants	<u>573,068</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Department	\$2,181,600	\$1,794,079	\$1,790,864	\$1,782,435

HIGHLIGHTS

The budget for the Department of Economic Development is \$1,782,435, a decrease of \$11,644 or -0.6%. This budget incorporates the county employee compensation changes mentioned in the budget highlights. It includes a \$30,743 decrease in the Tourism Development Division based on the County's Public Accommodation tax revenue trend.

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

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

DEPARTMENT OF ECONOMIC DEVELOPMENT

STAFFING

Economic Development	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Administration/Office of the Director	3	3	3
Agriculture & Seafood Development	3	3	3
Business Development	<u>3</u>	<u>3</u>	<u>3</u>
Total Department	9	9	9

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Agriculture & Seafood</u>			
Maryland Agriculture Land Preservation Foundation (MALPF) – (Acres). Acreage preserved to date = 12,802	158	871	800
Rural Legacy-preserve land in the Huntersville & Mattapany Rural Legacy Areas using State, County & Navy funding-(Acres). Acreage preserved to date =6,130	635	1,140	1,000
St. Mary’s County Agriculture Land Preservation Five-Year Tax Credit Agreement (Acres)	13,344	13,000	12,750
Farmers' Markets -Vendor participation ≥50 / \$ sales	\$1,450,000	\$1,500,000	\$1,600,000
<u>Business Development</u>			
Promote diversity in Economic Development with focus on increasing tax base. Business prospects pursued.	18	15	20
Garner support and partner with other agencies to leverage county resources in the quest for sustainable economic development. Number of organizations.	19	25	26
Respond to requests regarding local economy, demographics, markets, business, rules and regulations	200	200	220
Technology Resource Book Hardcover Distribution / Number of Online Edition Visits	3,098/5,331	4,000/6000	4,000/6000
Plan/attend events in support of business development (i.e. innovation, entrepreneurship, small business, Southern Maryland Innovates, Tech-Port, TPP, Navy Alliance, Pax, SMYP, etc.)	48	72	84
Bring the St. Mary's County story to trade shows, conferences and regional forums. (MEDA, SMEDA, Tri-County Council, Industry Days, APA, IEDC, etc.)	12	15	15
Assist small business owners with start-ups/expansions. (Business tours, retention visits, & site selection)	100	125	150

DEPARTMENT OF FINANCE



MISSION

The mission of the Department of Finance is to provide a full range of financial, budget, accounting, procurement and other related services and support to all departments and units of County Government as well as a number of affiliated programs and entities.

DESCRIPTION

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

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

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

DEPARTMENT OF FINANCE

DESCRIPTION (continued)

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

OPERATING BUDGET

Finance	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration/Budget	\$656,953	\$718,949	\$718,949	\$776,300
Accounting	598,907	749,464	744,464	773,675
Auditing	47,981	50,000	50,000	50,000
Procurement	<u>284,088</u>	<u>359,413</u>	<u>359,413</u>	<u>383,725</u>
Total Department	\$1,587,929	\$1,877,826	\$1,872,826	\$1,983,700

HIGHLIGHTS

The budget for the Department of Finance is \$1,983,700, an increase of \$105,874 or 5.64%. This includes employee compensation changes discussed in the highlights.

STAFFING

Finance	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Administration/Budget	6	6	6
Accounting	8	8	8
Procurement	<u>4</u>	<u>4</u>	<u>4</u>
Total Department	18	18	18

DEPARTMENT OF FINANCE

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Capital Projects Monitored - \$Millions	\$153M	\$150M	\$175M
Bonds and exempt financing – new issuance	\$30M	\$32M	\$32M
Accounts Receivable	\$613k	\$750k	\$700k
Fire & Rescue Loans Monitored	15	14	15
Personnel Actions Reviewed-Budget	239	241	240
Payroll / LOSAP Checks & Advices Processed	3,671	4,112	4,100
Vendor Checks & ACH (Payments)	7,696	8,754	7,700
Budget Amendments Processed, including CSMC Actions	553	520	550
Percent Change to General Fund Budget	4.7%	4.0%	5.0%
Grants/Agreements/Actions Reviewed	251	234	250
Requisitions/FPO's Reviewed & Approved	7,989	7,313	8,000
Purchase Orders Issued	4,385	4,135	4,400
Journal Entries Processed	1,222	1,583	1,400
E-Maryland Market Place Postings - Solicitations	25	26	25
Energy Tax Refund Checks	1,475	2,483	2,500

DEPARTMENT OF INFORMATION TECHNOLOGY



DESCRIPTION

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

OPERATING BUDGET

Information Technology	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Technology	\$3,590,263	\$3,797,097	\$4,078,058	\$4,185,751
Total Department	\$3,590,263	\$3,797,097	\$4,078,058	\$4,185,751

HIGHLIGHTS

The budget for the Department of Information Technology is \$4,185,751, an increase of \$388,654 or 10.2%. Significant realignments of previous years approved budget line items will shift the departments focus on infrastructure upgrades to operations support. The budget also continues the county employee compensation changes approved the in FY2021 budget cycle.

STAFFING

Information Technology	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Total Department	20	21	20

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Information Technology Help Desk Requests	7,090	7,700	7,000

DEPARTMENT OF HUMAN RESOURCES



DESCRIPTION

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

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

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

DEPARTMENT OF HUMAN RESOURCES

OPERATING BUDGET

Human Resources	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Human Resources	\$924,675	\$967,980	\$986,580	\$1,004,104
Risk Management	684,861	769,327	799,930	775,815
Commission for People w/Disabilities	1,925	2,300	2,300	2,300
Grants	<u>3,170</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Department – General Fund	\$1,611,461	\$1,739,607	1,788,810	\$1,782,219
Emergency Services Support Fund - Recruiting Fire and Rescue	\$132,921	\$172,419	\$172,169	\$178,065

HIGHLIGHTS

The general fund budget for the Department of Human Resources is \$1,782,219, an increase of \$42,612 or 2.4%. The budget incorporates the county employee compensation changes mentioned in the budget highlights. Included in the budget is the continuance of funding for retention “Rookie of the Year” awards to each Fire and EMS departments at each department installment

STAFFING

Human Resources	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Human Resources	6.75	6.75	6.75
Risk Management	<u>1</u>	<u>1</u>	<u>1</u>
Total Department – General Fund	7.75	7.75	7.75
Emergency Services Support Fund - Recruitment	1	1	1

DEPARTMENT OF HUMAN RESOURCES

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Human Resources</u>			
Employment Applications	1,743	1,858	1,950
New Hires (includes PT, Temp, Sub, and Seasonal)	426	430	455
Retirees/Separations/Other	335	337	336
Employee Evaluations Processed/Tracked	674	711	736
<u>Risk Management</u>			
Risk Claims	238	205	245
Workers' Compensation Claims	99	102	105
Employee Safety Trainings Coordinated/Conducted	12	8	40
Safety/Loss Control Meetings Coordinated/Conducted	8	8	8
<u>ADA and FMLA Compliance</u>			
ADA Inspections/Buildings	8	10	25
Presentations	3	6	8
Inquiries	6	10	15
FMLA Inquiries	*	45	50
FMLA Requests Processed	*	50	55
FMLA Intermittent	*	35	35
<u>Employee Benefits</u>			
Health Care Participants (County Active & Retired)	770	789	800
State Retirement Retirees (County)	230	240	250
Sheriff's Office Retirees	101	120	125
Benefit Educational Events	23	23	25
Employee Wellness Events	31	39	41
<u>Fire/EMS Volunteer Recruiting</u>			
New Recruits	20	25	27
Recruiting Events	17	15	18

* Not previously tracked

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT



MISSION

To enhance the Quality of Life for present and future generations through protection of the natural environment balanced with orderly growth, while ensuring our customers both guidance and effectiveness of the land use regulations.

DESCRIPTION

The Department of Land Use and Growth Management is responsible for land use planning, zoning, site development review, permits, inspections, and final approval / issuing certificates of occupancy and use. Department staff is committed to customer service while fulfilling our responsibilities to promote quality development and protect the environmental and historic resources of St. Mary's County. Regulations are applied, and amended when necessary, to serve County residents fairly, promptly, efficiently, and courteously while safeguarding health, safety, and welfare.

The department provides staff support to the Commissioners of St. Mary's County, Planning Commission, Board of Appeals, Historic Preservation Commission, Plumbing and Fuel Gas Board, Building Code Board of Appeals, Commission on the Environment, and Board of Electrical Examiners.

The Department of Land Use and Growth Management consists of six divisions: Administration, Comprehensive Planning, Development Services, Inspection and Compliance Services, Permits Services, and Zoning Administration.

The staff in the Administration Division conduct the payroll, financial, clerical, and receptionist tasks for the Department. The Administration Division is essential for the day-to-day operations of the other divisions within the Department. Development Services reviews plans and prepares reports for the Planning Commission on major development projects and major subdivisions that must be reviewed by the Planning Commission at a public hearing. Staff of the Inspections Division performs final on-site inspections for new projects, floodplain and residential stormwater compliance inspections, and leads the fieldwork responsibilities of the damage assessment team following destructive storms. Department staff in Zoning Administration processes variance and conditional use cases that are decided by the Board of Appeals. Zoning Administration staff also review development and subdivision plans for compliance with environmental regulations. The Planning Division prepares amendments to the Comprehensive Water and Sewerage Plan, implements the Comprehensive Plan and Lexington Development District Master Plan, and is staff to the Calvert-St. Mary's Metropolitan Planning

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

Organization. All divisions participate in helping implement the Maryland Critical Area Program.

OPERATING BUDGET

Land Use & Growth Management	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration	\$765,440	\$873,654	864,593	918,595
Comprehensive Planning	214,930	389,784	388,084	342,712
Development Services	231,665	406,431	406,031	427,410
Zoning Administration	202,517	299,743	298,843	326,630
Planning Commission	23,956	26,826	26,426	26,363
Boards and Commissions	17,673	20,080	19,680	19,636
Historical Preservation	1,170	3,580	3,430	3,430
Permit Services	313,631	361,403	361,303	337,739
Inspections & Compliance	364,710	459,563	457,363	448,534
Board of Electrical Examiners	11,730	14,300	14,300	14,300
Building Code Appeals Board	0	2,900	2,900	2,900
Commission on the Environment	25	2,825	2,475	2,475
Plumbing Fuel & Gas Board	0	1,850	1,750	1,750
Grants	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Department – General Fund	\$2,147,447	\$2,864,939	\$2,849,178	\$2,874,474
Miscellaneous Revolving Fund – Historic Preservation	\$0	\$1,200	\$1,200	\$1,200

HIGHLIGHTS

The general fund budget for the Land Use and Growth Management Department is \$2,874,474, an increase of \$9,535 or 0.3%. It includes the county employee compensation changes mentioned in the budget highlights.

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

STAFFING

Land Use & Growth Management	FY2020 Adjusted	FY2021 Requested	FY2021 Approved
Administration	8	8	8
Comprehensive Planning	4	4	4
Development Services	5	5	5
Zoning Administration	4	4	4
Permit Services	5	5	5
Inspections & Compliance	5	5	5
Total Department – General Fund	31	31	31
Boards of Appeals	6	6	6
Planning Commission	8	8	8

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Administration</u>			
Planning Commission Regular Meetings	18	20	20
Board of Appeals Regular Meetings	12	15	15
Contractors / Agencies Meetings	343	330	335
Elms Committee Meetings	1	1	1
Focus Group Meeting	9	12	10
Purchase Orders / Field Purchase Orders	91	92	92
Front Counter Inquiries	7,277	7,300	7,325
Front Counter Telephone Calls	5,643	5,660	5,680
New Entrance Permits Bonds / Reimbursement	210	210	210
New Over Lot Grading Permits Bonds / Reimbursement	115	115	115
<u>Comprehensive Planning</u>			
Comprehensive Plan review / updates / mapping/revisions including Lexington Park Dev. District.	1	1	1
Participation at Planning Commission & Commissioners of St. Mary's County meetings	53	59	56
Attendance at the Regional American Planning Association Conference	1	0	1
MACO Planners affiliate monthly meetings.	4	12	12

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Historic Preservation</u>			
Monthly meetings of Historic Preservation Commission	12	12	12
Participation in Commission training	5	5	5
Demolition Review	6	10	10
Attendance at State or National Conference	1	1	1
Response to customer service requests (HPC)	200	152	150
<u>Water and Sewerage</u>			
Process amendments	3	6	6
Triennial report and review per COMAR	0	0	1
Update allocation tables for the wastewater treatment plants and community water systems (monthly report)	2	1	1
<u>Schools</u>			
Annual report on capacity and July update	1	1	1
Adequate Public Facilities for TEC	12	12	12
Contribute to preparation-school facilities in master plan	1	1	1
<u>Development Services</u>			
Zoning & Subdivision Ordinance Amendments	1	6	6
CWSP Amendments	1	6	6
Map Amendments	1	0	2
Major / Minor Subdivision Reviews	26	32	30
Planning Commission Public Hearings	18	19	18
<u>Plat Review</u>			
Boundary Line Adjustment Plat	52	56	55
Minor Site Plan	16	30	24
TDR Reviews	14	4	6
Concept Site Plan Reviews	20	30	25
Re-Reviews	69	156	140

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Forest Conservation Review</u>			
Forest Stand Delineations	14	28	24
Forest Conservation Plan	12	26	20
<u>Board of Appeals</u>			
Regular Meetings	12	15	15
Permits Reviewed (All types)	2,658	2,700	2,700
<u>Inspections</u>			
Minimum Livability Cases	2	4	6
Critical Area Planting Agreement Inspections	75	75	75
Stormwater Management Residential	511	510	510
Certificates of Use & Occupancy	470	475	480
Zoning Inspection Inquires Received / Resolved	234/301	236/303	238/305
Zoning Inspections	684	1685	1685
Critical Area Inspections Performed	17	17	17
<u>Board of Electrical Examiners</u>			
Regular Meetings	11	10	11
MUELEC Meeting (two members attending meeting)	3	1	1
Electrical Exams - (Homeowners)	1	1	1
Electrical Licenses Renewed - (Every 2 years)	0	333	0
Electrical Board will adopt the latest edition of the National Electrical Code (NEC) – (Every 3 years)	0	1	0
Administer Master’s Exam	1	2	2
<u>Building Code Board of Appeals</u>			
Meetings	0	1	1
<u>Zoning Administration</u>			
Home Occupations	38	40	40
<u>Zoning Administration Board of Appeals</u>			
Critical Area Variances	20	15	15
Other Zoning Variances / Appeals	6	5	5
Administrative Variances / Appeals	3	2	2
Conditional Use / Appeals	0	3	2

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Shoreline Protection Measures</u>			
Piers, bulkheads, revetments and living shoreline	143	170	200
<u>Environmental Permits</u>			
Non-Building, Clearing, Etc.	90	90	90
<u>Commission on the Environment</u>			
Regular Meetings	12	12	12
Public Outreach Events	2	2	2
<u>Plumbing & Fuel Gas Board</u>			
Meetings	4	4	4
<u>Metropolitan Planning Organization</u>			
Regular Meetings	7	4	4
Conferences	2	0	1
<u>Critical Area Grant</u>			
Critical Area Plans Reviewed	444	475	500
Critical Area Subdivisions and Site Plans Processed	82	42	40
<u>Floodplain</u>			
Floodplain Approvals Processed	210	230	240
Flood Elevation Certificates Approved	16	18	20
CBCAC / Planners Quarterly Meetings Other Meetings with CBCAC	5	4	4

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION



MISSION

The Department of Public Works & Transportation's (DPW&T's) mission is to serve the community of St. Mary's County by assuring its Transportation, Facilities Management, Development Review, and Municipal Stormwater (MS4), as well as Solid Waste and Recycling permits and programs, are properly planned, implemented and maintained.

DESCRIPTION

The department is responsible for County Highways, Stormwater Management, Marine and Shoreline Protection, County-Owned Vehicles and Equipment Maintenance, Development and Plan Review, Engineering Services and Capital Projects, STS Transit and Non-Public School Bus Transportation, Airport Operations, Constructions and Inspections, Solid Waste Disposal, Recycling Services, and Building Services.

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

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

DESCRIPTION (continued)

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

The Solid Waste and Recycling programs include: providing post closure environmental monitoring, sampling, testing, record keeping, and remediation for two (2) closed sanitary landfills as outlined in state and federal regulations; sustaining the efficient operation of the St. Andrews Landfill (six days a week) and the six (6) residential convenience centers (seven days a week) located throughout the County; and administrating the numerous recycling programs. Facilities management services include maintaining all County-owned and/or leased facilities while providing energy management, janitorial services, preventive maintenance, carpentry, electrical, plumbing, and painting repairs, and paying utility costs for all buildings maintained by or reimbursed to the County.

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

OPERATING BUDGET

Public Works & Transportation	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration	\$379,852	\$378,305	\$378,230	\$394,945
Engineering Services	889,032	925,168	925,168	985,501
Development Review	125,067	328,079	375,165	306,466
Construction & Inspections	839,840	761,047	777,402	806,802
County Highways	5,631,567	5,175,196	5,178,259	4,937,864
MS4 Program	0	367,029	655,344	567,439
Mailroom	116,453	122,925	122,925	130,852
Vehicle Maintenance Shop	1,590,624	1,637,106	1,534,471	1,570,333
Non-Public School Bus Transportation	2,222,222	2,361,495	2,368,920	2,374,778

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

OPERATING BUDGET (continued)

Public Works & Transportation	FY2019	FY2020	FY2021	FY2021
	Actual	Approved	Request	Approved
St. Mary's County Airport	100,677	148,212	179,448	185,579
St. Mary's Transit System (Grants)	2,540,250	3,377,122	3,028,527	3,028,527
Building Services	3,714,355	3,989,380	4,189,181	4,132,000
Building Services (Grants)	<u>16,875</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Department – General Fund	\$18,166,814	\$19,571,064	19,713,040	19,421,086
Solid Waste & Recycling Fund	\$4,404,423	\$5,258,705	\$5,369,189	\$5,375,993
Miscellaneous Revolving Fund – Fund Management System	\$10,877	\$10,000	\$10,000	\$10,000

HIGHLIGHTS

The general fund budget for the Department of Public Works & Transportation is \$19,421,086, a decrease of \$149,978 or 0.8%. The budgeted amount incorporates the county employee compensation changes mentioned in the budget highlights. The County's share of the St. Mary's Transit System increased to a total county share of \$1,308,297. They will continue with the prior route enhancements and increased frequency added in Lexington Park and Great Mills Sunday STS routes. In addition, the Department of Public Works & Transportation will be replacing one HVAC, one fleet truck along with one truck for our MS4 Program and three trash trailers at Solid Waste.

STAFFING

Public Works & Transportation	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Administration	3	3	3
Engineering Services	7	7	7
Development Review	3	3	3
Construction & Inspections	5	5	5
County Highways	46	46	46
Mailroom	2	2	2
MS4	3	3	3

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

STAFFING (continued)

Public Works & Transportation	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Vehicle Maintenance Shop	13	13	13
Non-Public School Bus Transportation	1	1	1
St. Mary's County Airport	1	1	1
St. Mary's Transit System (Grant)	20	20	20
Building Services/Courthouse Custodian	29	31	29
Total Department – General Fund	133	135	133
Solid Waste & Recycling Funds	14	15	14

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Administration</u>			
Budget Spent on Staff Development/ Seminars	<1%	<1%	<1%
Workman Comp Claims / # per 100 FTE's (MD Range: 6.5-8.1)	13/.07	13/.07	13/.07
<u>Engineering Services</u>			
Capital Projects under Design / Construction	27/18	27/27	27/27
<u>Development & Plan Review</u>			
Subdivision Plans Reviewed	383	400	425
Average Duration of Subdivision Review (# of days)	21	16	15
Record Plat Submissions Reviewed	5	12	15
Average Plat Review Time- Target: < 15 days	13	9	9
New Grading Permits Approved	20	25	25
New Public Works Agreements Approved	9	5	5
<u>Construction & Inspections</u>			
Inspections (capital, subdivision & grading permits)	2,961	2,597	2,700
Active Construction Permit Bonding	5,803,400	7,243,300	8,683,200
Active Grading Permit Bonding	11,025,590	12,372,900	13,000,000
Inspections per Inspector per Day @ 260 days per year	2.28	1.99	2.08
Asphalt Overlay & Slurry/Modified Seal Program(mi)	14.89/30.56	24.00/35.00	16.00/35.00

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>County Highways</u>			
Highway Maintenance Mileage (centerline miles)	647	680	700
County Maintained Roads	1,655	1,675	1,690
Maintenance Requests Received	1,480	1,500	1,600
Utility Permits Issued	33	49	50
Metal/Plastic Pipes Replaced (feet)	4,620	5,200	5,400
<u>Solid Waste & Recycling</u>			
Total County MRA Waste Generated (tons)	87,650	88,000	89,750
Total Rubble from Landfill (tons) Exported	6,788	6,900	7,750
Total MSW from Convenience Stations (tons)	18,619	20,500	23,500
# Customers Served at St. Andrews Landfill	34,712	35,500	36,700
# Customers Served at Convenience Centers	811,030	812,500	815,000
County MRA Recycling Rate including Source Reduction (%)	22%	28%	28%
<u>Mailroom</u>			
Pieces of Mail Processed	128,812	138,023	146,000
<u>MS4</u>			
Maintenance Inspections – Contract Management	0	250	320
SWM- related Landscape Mgmt- Contract Mgmt	0	24	37
MDE Annual Report	0	1	1
<u>Vehicle Maintenance</u>			
Ratio: # of Sheriff Vehicles / Total # County Fleet (%)	50%	48%	49%
# Un-tagged Vehicles and Equipment in Fleet	115	126	126
# Tagged Vehicles and Equipment in Fleet	474	468	470
Total Maintenance monies spent / Replacement Value of Fleet (%)	6%	6%	6%
Job Orders for Law Enforcement/Total # Job Orders %	35%	35%	35%
Type "A-C" Preventive Scheduled Maintenance (PM)	1,100	1,088	1,090
Type "D" Corrective Unscheduled Maintenance (CM)	3,400	2,897	3,900

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Non-Public-School Bus Transportation</u>			
Buses Under Contract	44	49	50
Total Riders including transfers / # Out of County	1,201 / 12	1,236 / 14	1,250 / 13
Average Riders per Bus	33	34	35
Annual Bus Route Mileage	683,100	628,560	632,000
Cost per Mile Goal is < \$3.00 (State avg is \$4.39 / mile)	\$3.26	\$3.73	\$3.74
<u>St. Mary's Transit System</u>			
Total STS System Ridership (#)	366,134	360,000	360,000
Annual Route Mileage (All Routes & Services)	1,175,651	1,175,651	1,200,000
Oper. Cost per Hour (Public) Range: < \$65 - \$85 / hr.	\$60.83	\$63.80	\$65.00
Oper. Cost per Mile (Public) Range: < \$4 - \$6 / mi	\$2.21	\$2.31	\$2.37
Oper. Cost per Passenger Trip (ADA/SSTAP) Range: \$20-\$40/trip	\$16.21	\$21.72	\$22.37
Passenger Trips per Hour (ADA / SSTAP)	\$14.22	\$16.46	\$17.11
<u>Airport Operations (*Note: CY data vs. FY)</u>			
FAA Fixed Base Aircraft Inventory	180*	193*	195*
# Transient Visitors (Estimates)	402*	383*	425*
Rotary Wing Helicopter Operations (MSP & MedStar)	978*	1,175*	1,200*
Private T-Hangar & Tie-Down Capacity	196*	196*	231*
Aircraft Landings / Takeoffs (State MAA Operational Estimates)	40,263*	44,289	48,718*
Jet A & 100 Low-Lead Fuel Purchased (gal.)	314,811	324,255	333,982

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Building Services</u>			
Total Square Footage of Buildings Maintained (GSF)	841,445	921,545	921,545
FTE's Needed to Inspect Facilities / Day @ 50,000 S.F. / hour	2.2	2.4	2.4
Total # of Staff Needed per APPA: 1 per 45,000 S.F. Maintained by mechanics	18.7	20.48	20.48
Buildings Maintained / Buildings with Janitorial Services	25	29	29
Complete Replacement Value (CRV) in dollars (\$)	136,257,720	138,982,874	141,762,531
Total Budget (non-capital) Expenses per S.F. (Standard: \$5-\$6.15)	\$5.12	\$5.38	\$5.65
Public Utility Expenses per safe (Range: \$1.51 - \$2.22 / S.F.)	\$1.44	\$1.51	\$1.59
Custodial Services: "Occupied" Square Footage Cleaned	296,745	373,745	373,745
Custodial Costs & Supplies / Occupied S.F. (Standard: > \$3.25)	\$1.82	\$1.99	\$1.99
# Work Order Requests for Maintenance and Service	11,993	12,150	12,300
Average # Work Orders per Mechanic per Year (14)	857	868	879
Average # Work Orders per Mechanic per Day (260 days)	3.29	3.34	3.39
# Mechanics Needed per M.S.F. (max. 20 / mos.)	17	19	19
<u>Purchasing – Fuel Service</u>			
Permanent / Mobile or Temp Fueling Facilities	2	2	2
Gallons of Gasoline / Gallons of Diesel - Pumped	389,413/204,263	439,501/189,565	445,000/195,000
Average Cost of Fuel Gas / Diesel - per Gallon	\$2.16/ \$1.96	\$2.22/ \$2.15	\$2.19/ \$2.06

DEPARTMENT OF RECREATION & PARKS



STRATEGIC PLAN (www.stmarysmd.com/docs/strategicplan.pdf)

VISION

A leader in cultivating exceptional leisure experiences in our community.

MISSION

To provide an enriched quality of life for the community through the preservation of natural, cultural and historical resources, enhancement of parks and outdoor spaces, and promotion of a variety of leisure experiences.

DEPARTMENTAL GOALS

- Provide a variety of quality recreation, leisure and educational experiences for the public to enjoy.
- Create new recreational amenities as needed to address growing community needs.
- Enhance existing parks, trails, waterfront areas and recreational facilities.
- Foster the preservation of our museums and natural, historical and cultural resources.
- Promote community, governmental agency, staff and other stakeholder engagement and participation through partnerships and other innovative means.

DESCRIPTION

The Department of Recreation and Parks is responsible for providing County citizens with a comprehensive program of leisure opportunities through services, activities, events, facilities and outdoor spaces. The Department also develops and maintains a park system, operates a golf course, manages two museums and associate sites, and offers programs and services that help to enrich the quality of life for citizens.

The Administration Division provides general direction and guidance to the Recreation and Parks Department and serves as the staff liaison to three advisory boards. The Division is also responsible for Capital Planning and development of the department's various planning documents.

The Non-Profits Recreation & Parks Divisional Categories are Historical, Cultural, and Community Events.

The Parks Division provides the grounds, turf and facility maintenance at county parks, numerous school ball fields, trails, waterfront public landings, recreational centers, libraries and county buildings. The Division also manages park operations at various county parks and facilities.

DEPARTMENT OF RECREATION & PARKS

DESCRIPTION (continued)

The Museum Division collects, preserves, researches and interprets historic sites and artifacts that illustrate the natural, cultural and social histories through operations at the St. Clement's Island and Piney Point Lighthouse Museums, Drayden African American Schoolhouse and other historical amenities. The Museum Division is accredited through the American Alliance of Museums (AAM).

The Recreation Division is responsible for planning, implementing, supervising, and evaluating a broad range of recreational programs, services, and activities for county residents, utilizing both county facilities and public schools. Recreational programs are self-supporting through the Recreation and Parks Enterprise Fund.

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

OPERATING BUDGET

Recreation & Parks	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration	\$1,153,068	\$1,236,103	\$1,225,423	\$1,282,973
Parks Maintenance	2,196,132	2,405,232	2,283,284	2,196,879
Non-Profits – Recreation & Parks	125,842	135,200	135,200	135,600
Grants	25,429	25,000	25,000	25,000
Chancellors Run Reg Park	0	0	69,054	69,054
Museum	<u>552,968</u>	<u>606,725</u>	<u>617,652</u>	<u>674,306</u>
Total Department – General Fund	\$4,053,439	\$4,408,260	\$4,355,613	\$4,383,812
Recreation Activity – Enterprise Fund	\$2,618,715	\$4,008,046	\$3,966,554	\$4,042,587
Wicomico Shores Golf – Enterprise Fund	\$1,318,895	\$1,528,269	\$1,469,993	\$1,493,979

HIGHLIGHTS

The general fund budget for the Department of Recreation & Parks is \$4,383,812, a decrease of \$24,448 or .6%. This budget includes the county employee compensation changes mentioned in the budget highlights. The FY2021 budget includes increases to several program fees while operating costs continue to increase. Non-Profit Funding continues to be reflected in County Department's based on content area. The following was approved for Non-Profits having categories that fall within the Department of Recreation & Parks:

DEPARTMENT OF RECREATION & PARKS

HIGHLIGHTS (continued)

Agency	Category	Amount
7 th District Optimist Club	Community Event	\$12,000
Historic Sotterley, Inc.	Historical & Heritage	\$63,580
Historic St. Mary's City Foundation	Historical & Heritage	\$30,000
	Comm Event/Cultural	
Southern Maryland Community Resources	Cultural Activities	\$400
SMC River Concert Series	Cultural Activities	\$5,000
St. Mary's County Arts Council	Community Event	\$5,000
St. Mary's Historical Society	Historical & Heritage	\$10,000
Summerseat Farm, Inc.	Community Event	\$5,620
Unified Comm for Afro-American Contribution	Community Event	<u>\$4,000</u>
Total		\$135,600

STAFFING

Recreation & Parks	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Administration	13	13	13
Parks Maintenance	16	16	16
Museum	5	5	5
Total Department – General Fund	<u>34</u>	<u>34</u>	<u>34</u>
Wicomico Shores Golf	6	6	6

DEPARTMENT OF RECREATION & PARKS

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Parks and Facility Maintenance</u>			
Parks, public landings, county facilities (grounds) and school sites (ball fields) maintained	119	119	119
Parks, schools (ball fields), facilities-acres maintained	2,275	2,275	2,275
Athletic fields, courts, playgrounds, other facilities	214	**214	214
Recreation buildings, restroom buildings and other structures maintained	68	69	69
Park improvement / construction projects	9/0	15/4	18/4
Park/facility users (estimated)	1,184,104	660,000	1,200,000
Sports leagues using fields / teams / league participants	26/977/11,806	19/784/9,600	27/985/12,100

<u>Museums</u>			
Visitors (daily admission and special events)	16,536*	18,276*	20,000*
Museum outreach education programs	20	30	50
Museum outreach education program participants	999	1,378	1,500
Volunteers / # Volunteer hours	258/1,741.50	300/2,500	350/3,000
Value of volunteer service	\$44,286	\$63,575	\$76,290
Boat passengers to St. Clements Island	3,098	5,200	6,000
Guided Tours and Education Programs – Number of tours/ participants	27/625	45/1,574	75/2,000

*These numbers do not include all people who visit the grounds of the museums to walk the paths, enjoy the piers, or use the kayak launch, picnic tables and other facilities for free.

**Replaced existing fields with Three (3) Turf Fields at Chancellor’s Run Regional Park, Lancaster Park & Chaptico Park. Replaced Playgrounds at St. Andrews Church Park, Hollywood Recreation Center & Dorsey Park.

DEPARTMENT OF RECREATION & PARKS

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Recreation Division</u>			
Recreation program participants	76,062	84,500	85,600
Camps	1,357	1,500	834
School Age Care	316	400	300
Gymnastics	2,551	2,600	2,300
Leisure classes	1,723	1,600	1,350
Special events	7,658	6,000	6,750
Sports	15,479	20,000	18,034
Teen	751	750	800
Pool	29,880	40,000	35,000
Spray Park	1,697	810	900
Skate Park	500	625	625
Regional Park	13,747	5,600	14,000
Therapeutic	403	450	405
Volunteers / Volunteer hours	1,600/80,000	1,600/80,000	1,600/80,000
Value of volunteer services	\$1,300,000	\$1,300,000	\$1,300,000
<u>Wicomico Shores Golf Course</u>			
Rounds of golf / Season pass users	25,352/165	24,000/155	24,000/145
Junior golf program participants	18	24	42
Outings held	22	24	30

DEPARTMENT OF EMERGENCY SERVICES



DESCRIPTION

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

- Emergency 9-1-1 Communications:
 - a) 911 Call Taking/ Computer Aided Dispatch
 - b) 911 support of Sheriff's Office/Fire/Rescue response
 - c) Sheriff's Office Call Taking and Response
 - d) All Communications Specialists assigned to the division

- Emergency Management
 - a) Emergency Management coordination of all emergency services and disaster response activities in St. Mary's County.
 - b) Ensuring Emergency Management responses are in compliance with all Federal, State and local laws, regulations and policies.
 - c) Oversees Animal Control Services
 - d) Animal Wardens assigned to this division
 - e) Technical Services – CAD programming, Pager operations and other duties as needed. The Technical Services Coordinator is assigned to this division
 - f) Coordinates the activities of the Emergency Medical Services Coordinator
 - g) Oversees the activities of the Hazard Materials Response Team in cooperation with the Fireboard Association

- Emergency Medical Services
 - a) Currently this Division has a manager. This manager has the responsibility to develop a plan to begin to implement Career Emergency Medical Services (at the level of Advanced Life Support), for St. Mary's County, in partnership with volunteer EMS providers.
 - b) Oversees CPR training for county employees.
 - c) Serve as a Liaison with the EMS First Responder Community.
 - d) Will respond to EMS calls for service that originate in the 911 center. This is a limited response that will expand as this division grows.
 - e) Will be responsible to provide direct assistance to the Jurisdictional Medical Director in his duties as the governing authority for EMS Certification and delivery of services.

- Training Division
 - a) Coordinates all training and certification for Department of Emergency Services; 911 Center, Emergency Management and Animal Control Services.
 - b) Coordinates Community Outreach

DEPARTMENT OF EMERGENCY SERVICES

- Specialty Units:
 - a) Radio Technical Services - Works with our radio vendor to ensure system functionality; Performs maintenance and repairs on system radios, installs radios in county vehicles and first responder vehicles
 - b) Accreditation – We have enrolled in the Commission for Law Enforcement Accreditation – Public Safety Communications Accreditation Certification Program and the National Academy of Emergency Dispatch, Accreditation Certification Programs. This specialty unit is responsible for coordinating these programs.
 - c) Technical Services – Cad Programming, Pager Operations and other duties as needed.

OPERATING BUDGET

Emergency Services	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Emergency Communications Center	\$2,816,589	\$3,481,462	\$3,503,247	\$3,599,415
Emergency Radio Tech Services	1,501,738	1,296,729	1,364,472	1,343,749
Emergency Management	360,307	599,035	603,165	591,759
Animal Control	839,418	1,002,246	991,016	1,038,973
Grants	<u>624,271</u>	<u>1,008,496</u>	<u>1,040,000</u>	<u>1,040,000</u>
Total Department – General Fund	\$6,142,323	\$7,387,968	\$7,501,900	\$7,613,896
Emergency Services Support Fund	\$3,469,321	\$3,774,288	\$4,026,762	\$3,754,056

HIGHLIGHTS

The general fund budget for the Department of Emergency Services is \$7,613,896, an increase of \$225,928 or 3.1%. This budget incorporates the county employee compensation changes mentioned in the budget highlights; costs for Animal Control Care Conference; costs for new vehicle with lettering/emergency light package; a van for Radio Technician; and costs for radio/pagers/antenna repairs.

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

DEPARTMENT OF EMERGENCY SERVICES

STAFFING

Emergency Services	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Emergency Communications Center	34.5	34.5	34.5
Emergency Radio Tech Services	2.75	2.75	2.75
Emergency Management	4.5	4.5	4.5
Emergency Medical Services	1	1	1
Animal Control	<u>5.5</u>	<u>5.5</u>	<u>5.5</u>
Total Department	47.25	47.25	47.25

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Animal Control – Animals Captured	1,308	1,450	1,850
Animal Control – Animal Bite Investigations	235	300	350
Emergency Communications–Sheriff’s Office Incidents	78,681	80,000	82,000
Emergency Communications –EMS Incidents	12,157	12,500	12,800
Emergency Communications –Fire Incidents	4,225	4,500	4,800

ELECTED

OFFICIALS

- **Program Descriptions**
- **Operating Budget**
- **Highlights**
- **Staffing**
- **Performance Measures**

CIRCUIT COURT



DESCRIPTION

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

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

OPERATING BUDGET

Circuit Court	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration	\$907,286	\$1,123,024	\$1,070,324	\$1,139,394
Law Library	53,577	41,600	40,850	40,850
Grants	<u>660,714</u>	<u>736,296</u>	<u>718,041</u>	<u>718,041</u>
Total - Circuit Court	\$1,621,577	\$1,900,920	\$1,829,215	\$1,898,285

CIRCUIT COURT

HIGHLIGHTS

- The budget for the Circuit Court is \$1,898,285, a decrease of \$2,635, or -0.1%. This decrease is attributed to compensation turnover savings. This budget includes the county employee compensation changes mentioned in the budget highlights as well as an increase in grant funding.

STAFFING

Circuit Court	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Administration	8.90	8.90	8.90
Grants	<u>4.10</u>	<u>3.10</u>	<u>3.10</u>
Total - Circuit Court	13.0	12.0	12.0
Bailiffs / Chief Bailiff	4.0	4.0	4.0

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Family Services Grant	156,564	158,479	178,188
Adult Drug Court Grant (State)	284,165	343,055	288,299
Highway Safety Grant (Adult Drug Court)	30,895	23,536	17,653
Child Support Cooperative Reimbursement	11,026	11,081	11,650

ORPHAN'S COURT



DESCRIPTION

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

OPERATING BUDGET

Orphan's Court	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total - Orphan's Court	\$64,797	\$59,379	\$59,129	\$59,478

HIGHLIGHTS

The budget for the Orphan's Court is \$59,478, an increase of \$99 or 0.2%. This increase is attributed to compensation turnovers of employees.

STAFFING

Orphan's Court	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Total - Orphan's Court - Judges	3	3	3

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Decedent's Estates Opened	587	580	600
Judicial Probate Proceedings	21	20	25
Estate Hearings	87	110	100
Show Cause Orders Issued	46	68	70
General Court Orders Issued	71	100	100
Court Order Issued Approving Extension of Time	21	15	20
Limited Orders to Locate Will or Assets	3	40	50

ORPHAN'S COURT

PERFORMANCE MEASURES (continued)

Orders Approving Funeral Costs	13	10	15
Orders Approving Attorney Fees & Personal Representative Commissions	147	150	150
Guardianship Proceedings	6	5	5
Administration Accounts Reviewed and Approved	319	370	350

OFFICE OF THE SHERIFF



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

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

The Corrections Division is responsible for the overall management of the St. Mary's County Detention and Rehabilitation Center (SMCDRC). For the most recent calendar year, the average daily population of the St. Mary's County Detention and Rehabilitation Center ranged from 197 to 222 inmates. Additionally, the Corrections Division administers the Pre-Trial Supervision Program which monitors offenders in the community awaiting trial with an average monthly population ranging from 65 to 75. In addition to the Pre-Trial Services Program, the SMCDRC offers programs to assist with successful Offender Re-Entry including but not limited to Work Release, Work Incentive, Community Work Teams, Mental Health, Substance Abuse, Educational (IEP, GED and College Level), Domestic Violence, Computer Training, Smoking Cessation, Medicated Assisted Treatment, Anger Management, Basic Parenting Skills, Transition Groups, Medicaid, Family Reading Program and Medication Assisted Treatment Program.

OFFICE OF THE SHERIFF

DESCRIPTION (continued)

The Training portion of the budget ensures all mandatory training and qualifications are met and or exceeded for sworn, correctional officers, and civilian employees. It also supports specialized training of personnel ensuring their professional effectiveness and performance in support of our core values. This budget allocation provides funding for required firearms qualifications as well as the qualifications on less lethal devices and systems. This allocation also provides for St. Mary's County's share of the funds needed to operate the Southern Maryland Criminal Justice Academy.

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

OPERATING BUDGET

Sheriff's Office	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Law Enforcement	\$26,314,196	\$28,587,490	\$36,342,403	\$31,652,795
Corrections	11,083,704	12,877,814	14,115,073	13,890,980
Training	286,914	377,877	389,877	377,877
Canine	34,320	33,400	42,900	33,400
Court Security	849,027	929,057	1,022,421	994,929
Grants	<u>889,619</u>	<u>1,038,575</u>	<u>1,834,139</u>	<u>1,398,798</u>
Total - Sheriff – General Fund	\$39,457,780	\$43,844,213	\$53,746,813	\$48,348,779
Miscellaneous Revolving Fund –				
Asset Forfeiture	\$33,359	\$304,500	\$4,500	\$117,500

HIGHLIGHTS

The general fund budget for the Office of the Sheriff is \$48,348,779, an increase of \$4,504,566 or 10.3% more than the prior year, including grant funding. In addition to incorporating the county employee compensation changes mentioned in the budget highlights, the Sheriff's budget includes:

- Full year approved salary scale for Law and Corrections as well as 11 approved promotional ranks.
- Replacement vehicles, and body worn cameras hardware and software.

OFFICE OF THE SHERIFF

HIGHLIGHTS (continued)

STAFFING

Sheriff's Office	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Sheriff	1	1	1
Law Enforcement			
Civilians	60	63	60
Sworn	140	151	140
Corrections			
Civilians	28	28	28
Sworn	81	81	81
Court Security	12	13	12
Grants			
Civilians	2	2	2
Sworn	<u>3</u>	<u>3</u>	<u>3</u>
Total - Sheriff - General Fund	327	342	327

PERFORMANCE MEASURES

Indicators	Actual CY2019	Estimated CY2020	Projected CY2021
Incidents Requiring Police Response	75,062	76,563	78,095
Arsons	10	10	10
Breaking and Entering	298	304	310
Felony Assaults & Misdemeanors	1,561	1,592	1,624
Murders	3	3	3
Rapes	24	24	25
Robberies	42	43	44
Thefts (Includes Auto Thefts)	1,390	1,418	1,446
Child Abuse Cases	57	58	59
Narcotics Violations	346	353	360
Larceny After Trust Cases	17	17	18
Forgeries	39	40	41
Fraud Cases	306	312	318
Possession/Weapon Cases	33	34	34
Sex Offenses	88	90	92

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES (continued)

Indicators	Actual CY2019	Estimated CY2020	Projected CY2021
Vandalism	502	512	522
DWI's	186	190	194
Liquor Law Violations	30	31	31
Disorderly Conduct Case	46	47	48
Battered Spouse Cases	766	781	797
Other Offenses (Premises check, loud noise, burglar alarms, suspicious persons/vehicles)	3,577	3,649	3,722
Arrests Made - Adults (Warrants, Civil/Criminal)	2,803	2,859	2,916
Arrests Made - Juveniles (Investigations)	405	413	421
<u>Narcotics Cases Investigated: Local</u>			
Arrests Made	182	185	190
Value of Drugs Seized	\$2,049,071	\$250,000	\$275,000
Number of Search Warrants	329	300	310
Money Seized (FY)	\$15,766	\$76,271	\$75,000
Money Awarded (FY)	\$37,543	\$15,000	\$15,000
Vehicles Seized	5	6	6
<u>Alcohol Enforcement</u>			
Civil Alcohol Citations (Adults) / (Juveniles)	40 / 8	41 / 8	42 / 8
<u>Child Support Enforcement</u>			
Summonses - Received	1,757	1,792	1,821
Summonses - Served	1,565	1,596	1,628
Warrants – Received	175	179	182
Warrants – Served	117	119	122
Civil Process – Received / Served - (Summonses, writs, replevin, evictions, subpoenas, etc.)	11,620 / 10,753	11,852 / 10,968	12,089 / 11,187
Civil Process Fees Received	\$91,310	\$93,316	\$94,999
<u>Traffic</u>			
Accidents	3,802	3,878	3,956
Citations	4,923	5,021	5,122
Warnings	10,532	10,743	10,957
Accident Reconstructions	23	23	24
Child Safety Seat Inspections/Installations	82	142	156
Traffic Complaints	3,802	3,878	3,956
<u>Crime Lab</u>			
Number of Crime Scenes Processed	221	200	220
Search Warrant Assist	41	45	51

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES (continued)

Indicators	Actual CY2019	Estimated CY2020	Projected CY2021
<u>Volunteer Program</u>			
Number of Hours Worked by Volunteers	1,755	1,800	1,800
<u>K-9 Program – (FY)</u>			
Number of Canine Duties Performed	4,106	3,723	3,909
Number of Criminal Arrests and Assisted Arrests	143	144	151
Value of Drugs Seized	\$12,531	\$11,000	\$11,550
Money Seized Due to Canine Drug Detection	\$539	\$15,000	\$15,750
Felony Suspects Apprehended by Canine Teams	23	27	28
<u>Corrections – (FY)</u>			
Annual Number of Arrestees Processed	3,542	3,810	3,886
Average Daily Population	208	225	230
Inmates Attendance in Education Program (GED)- (Monthly Average)	23	20	21
Inmates Attendance in IEP/Tutoring/Creative Writing/English 900 (Monthly Average)	16	17	18
Inmates Attendance in Drug/Alcohol/HIV/Domestic Violence Treatment/Anger Mgmt/Mediation/ Parenting/Life Skills Programs (Monthly Average)	114	116	118
Number of Inmates Referred to the Mental Health Program (Monthly Average)	343	414	422
Inmates Attendance in Walden Jail Substance Abuse Program (Monthly Average)	172	175	180
Inmates Attendance in Computers (Mo. Avg.)	13	20	21
Inmates Sentenced to Home Detention (Mo. Avg.)	4	18	19
Inmates Sentenced to Weekenders (Mo. Average)	8	20	21
Defendants Sentenced to Work Release Program (Monthly Average)	17	28	30
Inmate Work Hours for County Projects	9,720	2,406	2,460
<u>Alternative to Incarceration</u>			
Pre-Trial Services Offenders Monitored in the Community (Monthly Average)	48	57	58
Pre-Trial Services Program Eligibility Screening	1,060	1,222	1,250
Drug Court and Family Court Participant Substance Abuse Screenings	1,382	1,818	1,852

OFFICE OF THE STATE'S ATTORNEY



DESCRIPTION

The State's Attorney for each county, and the City of Baltimore, is empowered by the Constitution of Maryland and the Annotated Code of Maryland to prosecute and defend, on the part of the State, all cases in which the State may be interested. The State's Attorney is considered to be the highest law enforcement officer in the county in which he or she serves. The State's Attorney is vested with the discretion to prosecute all juvenile proceedings and criminal cases charged. In addition, the State's Attorney serves as legal advisor to the Grand Jury and attends all Grand Jury sessions. In an advisory capacity, the State's Attorney assists all police agencies in criminal investigatory matters. Additionally, the Office of the State's Attorney will conduct its own criminal investigations when determined by the State's Attorney to be appropriate. This office maintains a Child Support Division that is responsible for establishing paternity and child support orders as well as representing the Bureau of Child Support Enforcement in contempt proceedings. The Office of the State's Attorney administers the community service and bad check programs that divert minor offenders from the criminal justice system. This office is one of the leading participants in Project Graduation and the Substance Abuse Recovery Court, which were established for the purpose of keeping our citizens safe from the detrimental impact of alcohol and drugs. The Office of the State's Attorney established a Special Victims Unit staffed with two SVU prosecutors who focus specifically on serving victims of sexual abuse, physical abuse, domestic violence, child abuse and animal abuse. In addition to two prosecutors, the SVU is assigned a victim witness coordinator and an investigator to assist in the investigation and successful prosecution of SVU cases. This division has been charged with the responsibility of working closely with other agencies and the victim/witness coordinators to assure that the victims have all the necessary support. In addition, the Office of the State's Attorney collects restitution in many criminal proceedings to assure that victims are compensated for losses caused by criminal acts.

OPERATING BUDGET

Office of the State's Attorney	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Judicial	\$2,961,343	\$3,420,961	\$3,897,844	3,751,652
Grants	634,981	802,739	753,492	753,492
Total - General Fund	\$3,596,324	\$4,223,700	\$4,651,336	\$4,505,144
Miscellaneous Revolving Fund – Project Graduation and Drug Enforcement	\$108,017	\$161,825	\$172,725	\$175,046

OFFICE OF THE STATE'S ATTORNEY

HIGHLIGHTS

The general fund budget for the Office of the State's Attorney is \$4,505,144, an increase of \$281,444 or 6.7% more than the prior year, including grant funding. This increase includes the county employee compensation changes mentioned in the budget highlights and additional staff development training costs and increases to the Cooperative Reimbursement Grant for the child support program.

STAFFING

Office of the State's Attorney	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Judicial	34.2	34.2	34.2
Grants	<u>7.8</u>	<u>7.8</u>	<u>7.8</u>
Total Office of the State's Attorney	42	42	42
Miscellaneous Revolving Fund	1	1	1

OFFICE OF THE COUNTY TREASURER



DESCRIPTION

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

OPERATING BUDGET

Treasurer	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Administration	<u>443,763</u>	<u>\$497,393</u>	<u>\$497,393</u>	<u>\$518,820</u>
Total - Treasurer	\$443,763	\$497,393	\$497,393	\$518,820

HIGHLIGHTS

The budget for the Office of the County Treasurer is \$518,820, an increase of \$21,427 or 4.3%. This budget increase is attributed to the county employee compensation changes mentioned in the budget highlights.

STAFFING

Treasurer	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Total - Treasurer	5	5	5

OFFICE OF THE COUNTY TREASURER

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Amount of Revenue collected and disbursed to County, State, Fire & Rescue Agencies for Real Estate and Personal Property Taxes, MVA Tag Renewals, Agricultural Transfer Tax, Tax Sale Redemptions, Liquor Licenses, etc.	140,632,454	145,245,207	145,969,417
Delinquent Personal Property Collections Revenue	86,709	86,500	85,000
Tax bills mailed for real property, local personal property, corporations, 1/2 year new construction and 2nd semi-annual notices	50,803	50,385	49,972
Delinquent bills, final notices, 60 day notices processed and mailed	4,156	3,633	3,197
Tax payments collected and processed	72,000	72,000	72,000
Walk-in customers for tax payments, MVA registration renewals, liquor licenses, real property deeds and business licenses researched and stamped prior to recordation, County Senior Tax Credit and County Matching Credit applicants, etc.	8,000	8,000	8,000
Customer Inquiries via Phone, Email or Fax	10,000	10,000	10,000
Tax Sale preparation & annual auction	502	520	530
Treasurer's Website Usage (visits recorded)	425,732	543,295	600,000
Online payments processed	2,707	2,897	3,099
Property transfers processed in tax records	3,828	3,903	3,981
Senior Tax Credits processed (Cap, Matching and 6510 programs)	2,574	2,700	2,781
State Homeowners' Tax Credits processed	741	717	697
Adjustments to real and personal property accounts including increases and decreases, refunds, voids, transfers, abatements, credits, etc.	22,809	16,914	16,152

STATE AGENCIES / INDEPENDENT BOARDS

- **Program Descriptions**
 - **Operating Budget**
 - **Highlights**
 - **Staffing**
 - **Performance Measures**
-
-

DEPARTMENT OF HEALTH

DESCRIPTION

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

OPERATING BUDGET

Department of Health	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Operating Allocation	\$2,207,979	\$2,395,395	\$2,565,248	\$2,617,478
Personal Services	16,151	16,238	16,238	16,238
Total – Department of Health	\$2,224,130	\$2,411,633	\$2,581,486	\$2,633,716

HIGHLIGHTS

The allocation to the Department of Health is \$2,633,716, which is \$222,083 or 9.2% more than the prior year. The County exceeds State mandated funding of \$733,524 by \$1,900,192.

The FY2021 Budget involves these key components:

- Funding for a 2% COLA for employees
- Maintenance of current capacity for other public health services
- Contracted Community Health Nurse
- Establish a COVID-19 and other infectious diseases unit consisting of personnel of two nurses and one administrative specialist

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Birth / Death records certified	4,381/4,489	4,512/4,624	5,866/4,763
Patient Admissions / Discharges	10,842/4,831	11,167/4,976	11,502/5,125
Accounts Receivable processed	203,885	206,000	208,000
Budgets prepared	54	60	65
Invoices processed / amounts	1618 / \$4,097,876	1700 / \$4,500,000	1750 / \$5,000,000
Information Technology customer service requests	1,763	1,939	2,132
Number of fleet vehicles / Number of fleet miles	26 / 261,667	26 / 198,532	27 / 204,488
Public Health Complaints	106	200	225
NCT Water Supply Samples	699	550	550
Certify potability of wells / Number of water samples collected	234 / 381	200 / 350	200 / 350
Anti-rabies clinics / Vaccinations administered	9 / 836	9 / 820	9 / 820
Number of Positive Rabies Cases	5	5	7
Food Service Facility Inspections	1,735	1,600	1,600
Number of Soil Evaluations Conducted (new)	227	175	150
Number of individuals in the general public educated about colorectal / skin / lung cancer	12,779	16,000	16,000
Number of colonoscopies/patient navigation clients	10 / 2	10 / 4	10 / 4
Number of individuals in the general public educated on tobacco smoking health risk, including pregnant women	17,470	18,000	18,000
Number of participants in smoking cessation classes conducted by SMCHD	49	125	125
Total Number of youth and Adult educated on health risk of e-cigarettes	4,163	4,000	4,000
Number of merchants educated on Tobacco Youth Access Law and product placement	120	125	125
Number of women screened through the Breast and Cervical Cancer program including patient navigation clients	55	69	69
Number of adult patients receiving dental emergency treatment	82	100	100
Total number of all requests for services from Administrative Care Coordination Program	925	950	950

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Number of Adult Evaluation and Review Service (AERS) assessments	247	250	250
Number of Nurse Monitoring Visits	1,023	950	950
Number of new and recertification MCHP applications processed	1,375 / 497	1,300 / 500	1,300 / 500
Number of children immunized during School Flu Clinics (doses provided, includes initial and booster doses)(labor intensive)	2,837	2,600	2,600
Cases of reportable diseases and investigations (labor intensive)	2,564	2,800	3,000
Cases of tuberculosis (ongoing case management of active and latent cases)	18	25	30
Number of Infectious & Communicable Disease Outbreaks	10	10	10
Number of immunization activities (including clinics, information sessions, alerts, press releases or in-Serv)	145	100	100
Number of Family Planning visits as transmitted to the Family Planning data system	966	1,000	1,100
Number of mandatory Public Health Emergency Preparedness training and meetings	75	75	75
Engage internal and external partners in Emergency Preparedness efforts (includes training, drills & exercises, volunteer management coordination)	64	65	65
Coordination with community partners in emerging infectious disease efforts (press releases, alerts, information sharing, PPE training, and policy/protocol development.	64	65	65

Maryland Department of Agriculture – Mosquito Control Unit

DESCRIPTION

The County is responsible for 60% of expenditures for Mosquito Control costs for St. Mary's County and the State picks up the remaining 40%. Expenditures include a portion of salaries/fringe costs for the State Mosquito Control Supervisor, Office Secretary, Agriculture Inspector, and two hourly Field Technicians, and for supplies, facilities costs, and vehicle/equipment costs.

OPERATING BUDGET

	FY2019	FY2020	FY2021	FY2021
Mosquito Control Unit	Actual	Approved	Request	Approved
Total Mosquito Control Unit	\$65,500	\$77,000	\$91,000	\$91,000

HIGHLIGHTS

In prior years, the Mosquito Control Unit's budget was included with the Health Department. Beginning in FY2021, it is shown as its own Entity. The budget for the Mosquito Control Unit is \$91,000 which is an increase of \$14,000 or 18.2% over the prior year, under the Health Department.

PERFORMANCE MEASURES

Indicators	FY2019 Actuals	FY2020 Estimated	FY2021 Projected
Light Traps	4 sets	37 sets	40 sets
Vectobac 12AS (Ditch Treatment)	4 gallons	311 gallons	300 gallons
Altosid 150 Day (Tablet)	1,849 pieces	385 pieces	900 lbs.
Altosid 30 Day (Tablet)	568 pieces	5 pieces	500 lbs.
Aquabac (Granules)	690 lbs.	449 lbs.	700 lbs.
Mileage Driven	5,858	14,047	15,000

DEPARTMENT OF SOCIAL SERVICES

DESCRIPTION

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

OPERATING BUDGET

Social Services	FY2019 Actuals	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – Social Services	\$417,572	\$461,633	\$475,940	\$475,940

HIGHLIGHTS

The local county portion of the Social Services budget is \$475,940 (including the grant), which is an increase of \$14,307 or 3.1% more than the prior year. The increase is attributed to grant and non-grant compensation changes on the County's payroll and the Child Support Enforcement position.

DEPARTMENT OF SOCIAL SERVICES

STAFFING

Social Services	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Total - Social Services	2	2	2

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Child Support Collections	\$12,939,380	\$13,000,000	\$13,000,000
Child Support Paternities Established	76	77	78
Support Orders Established	263	289	317
Petition for Contempt / Show Cause Orders	1,553	1,568	1,583
Upward/Downward Modifications to Child Support Orders	310	340	350
Certified Adult Foster Care Homes	5	8	10
Adult Clients Living in Provider's Home under Program (monthly avg.)	9	12	15
Adult Clients Served with Purchase of Care Funds	9	12	15
Children in Foster Care (monthly avg.)	54	60	64
Children in Out-of-county Placements (avg.)	27	25	22
Children with Supervised Visitation/Average # Visits Weekly	35 / 20	25 / 15	20 / 15
Number of Children in Need of Assistance (CINA) protected through DSS Legal Services	54	120	60
Percentage of Parents Court Ordered to Attend Alcohol/Drug/Mental Health Treatment	90%	90%	90%
Children Placed for Adoption	9	6	5
Number of Adults protected through DSS Legal Services (Stats tracking began 7/1/2019)	0	16	16
Continuous Training for Staff	5	5	5
Number of deceased citizens not having funds/resources to go toward the cost of their burial / Total Annual Burial Costs	13 / \$9,072	10 / \$6,500	10 / \$6,500

ALCOHOL BEVERAGE BOARD

DESCRIPTION

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

OPERATING BUDGET

Alcohol Beverage Board	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total - Alcohol Beverage Board	\$309,086	\$355,343	\$355,343	386,888

HIGHLIGHTS

The budget for the Alcohol Beverage Board is \$386,888 which is an increase of \$31,545 or 8.9% over last year's budget. This increase is attributed to compensation cost turnovers of employees including the Alcohol Officer.

STAFFING

Alcohol Beverage Board	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Alcohol Beverage Board - Staff	1.75	1.75	1.75
Alcohol Beverage Board - Chairman & Members	5.0	5.0	5.0

ALCOHOL BEVERAGE BOARD

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
License Fees (net Corporate Town of Leonardtown fees)	\$84,618	\$87,989	\$88,000
Transfer Fees	\$700	\$700	\$700
Fines	\$4,225	\$750	\$1,000
Application Fees	\$3,250	\$3,000	\$3,000
Number of Licenses (at FY end)	164	172	170
Number of Special/Temporary Licenses Issued	175	155	155
Number of Inspections	183	190	190
Number of Violations Cited	10	5	5
Number of Compliance Checks by AEC	128	120	120
Number of RAST/ID Check Trainings held	9	9	10

BOARD OF ELECTIONS

DESCRIPTION

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

OPERATING BUDGET

Board of Elections	FY2019 Actuals	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – Board of Elections	\$973,476	\$1,171,320	\$1,358,560	\$1,358,560

HIGHLIGHTS

The budget for the Board of Elections is \$1,358,560, which is an increase of \$187,240 or 16%. This increase is primarily attributed the 2020 Elections including increase in costs for the increased compensation of State approved employee reclasses and for maintenance of election equipment costs. In addition, in FY2020, Board Members increased from 3 to 5 members per Dept of Legislative Services SB 651.

STAFFING

Board of Elections	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Total – Board of Election Members	5	5	5

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Voter Registration	78,500	79,000	80,000
Changes to Voters Registrations	21,200	25,000	26,000
Confirmation Mailings	11,500	15,000	16,000
Voter Notification Cards	14,000	16,000	17,000
Election Judges	500	600	600
Early Voting Judges	40	45	45
Election Estimated Turnout	59	85	-
Absentee Ballots	18,500	20,000	20,000
Provisional Ballots	700	900	900

UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

DESCRIPTION

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

OPERATING BUDGET

Extension – St. Mary’s County	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – UME St. Mary’s County	\$234,208	\$264,061	\$270,802	\$270,802

HIGHLIGHTS

The local budget for the University of Maryland Extension (UME) is \$270,802, which is an increase of \$6,741 or 2.6%. This increase incorporates compensation costs of a 2% COLA and a position upgrade.

PERFORMANCE MEASURES

Indicators	Actual CY2019	Estimated CY2020	Projected CY2021
Beginner Farmer Training	166	200	200
Vineyard Research Outreach	73	60	75
Nutrient Voucher Training	119	75	75
Nutrient Management Plans	410	450	480
Acres in Nutrient Management	12,445	14,000	14,500
Pesticide License Renewals	216	200	200
Direct Farmer Consultations	410	400	400
Food Safety and Preservation Education Participants	15	50	50
Food Supplement Nutrition Education (FSNE) Participants (Youth and Adult)	531	1,243	1,500

UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

PERFORMANCE MEASURES (continued)

Indicators	Actual CY2019	Estimated CY2020	Projected CY2021
FSNE Teachers Trained	0	37	63
FSNE participants reached through Market to Mealtime	310	330	350
ReFresh Nutrition Education 4 th / 5 th Graders	-	148	157
Read for Health Youth Participants	221	511	680
Edible ABC’s Participants	-	149	368
Farm to School Participants (FSNE & FCS)	413	468	400
Fresh Conversations	307	200	400
Dining with Diabetes	24	30	40
Master Gardener Volunteer Hours	2,325	2,800	2,900
Master Gardener Certified Volunteers	70	80	85
Master Gardener Interns/Trainees	0	25	0
Plant Clinics	48	45	45
4-H UME Certified Volunteers / NEW Volunteers Certified	122 / 10	125 / 5	125 / 5
Youth, 5-18 years old, 4-H Community Clubs / Military	207 / 301	210 / 300	210 / 300
4-H After-School Youth	-	50	50
4-H Youth School Enrichment Programs	727	700	700
4-H Special Interest Short-Term Programs	26	-	-
4-H County Fair Exhibits	1,467	1,500	1,500
4-H Youth Projects Completed	200	200	200
4-H Recruitment Contacts	300	450	450
4-H Club-Sponsored Community Service	32	40	40
4-H Volunteer Hours	4,600	4,800	4,800
4-H Day Camping Programs / Overnight Camping	55 / 43	100 / 50	100 / 50
Watershed Steward Trainees	-	10	-
Watershed Steward Certified Volunteers	10	20	20
Watershed Steward Volunteer Hours	182	300	400
Watershed/Stormwater Educational Projects	12	15	15
Stormwater BMP Implementation: Sq. ft. of Rain Gardens	0	1,000	1,000
Stormwater BMP Implementation: # Rain Barrels	28	45	45
Stormwater BMP Implementation: # Native Plants	49	750	750
Stormwater BMP Implementation: # Trees	14	50	50
Participants in Well and Septic Clinics	113	50	50

ETHICS COMMISSION

DESCRIPTION

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

OPERATING BUDGET

	FY2019	FY2020	FY2021	FY2021
Ethics Commission	Actual	Approved	Request	Approved
Total Ethics Commission	\$0	\$833	\$833	\$833

HIGHLIGHTS

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

FOREST CONSERVATION BOARD

DESCRIPTION

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

OPERATING BUDGET

Forest Conservation	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total - Forest Conservation	\$2,500	\$2,500	\$2,500	\$2,500

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Natural Resource Camp	\$450	\$1,700	\$1,700
County Fair Display & Booth Rental	\$450	\$400	\$400
Fair Handouts	\$100	\$100	\$100
School Forest Trees	\$200	\$300	\$300

SOIL CONSERVATION DISTRICT

DESCRIPTION

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

OPERATING BUDGET

St. Mary's Soil Conservation District	FY2019 Actuals	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – Soil Conservation District	\$78,357	\$77,063	\$81,497	\$81,497

HIGHLIGHTS

The County is budgeted for \$81,497 which is an increase of \$4,434 or 5.8% over prior year. This funding will assist in covering the 2% COLA and Health increase compensation.

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Approved Erosion and Sediment Control Plans:			
Single Lot development disturbing < than .5 acres	245	250	250
Sediment Control Plans for Development that disturbs > .5 acres	263	265	270
Review & provide comments for the Technical Evaluation Committee (TEC): Providing comment on potential environmental & erosion control problems at the concept or preliminary phase	60	65	70
Pre-construction meetings for erosion & sediment control projects > .5 acres of total disturbance: Reduce environmental impacts because of improperly installed best management practices.	108	110	110

SOIL CONSERVATION DISTRICT

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
<u>Approved Erosion and Sediment Control Plans: (continued)</u>			
Reduce sedimentation to tributaries by the development of Soil Conservation and Water Quality Plans. Watershed Implementation Plan goals on total acres per year.	27,196	29,500	32,000
Reduce sedimentation to tributaries by the application of structural soil conservation and water quality best management practices (BMP's) on agricultural land. Total number of BMP's implemented can vary each year based on weather conditions.	43	50	60
Reduce sedimentation to tributaries by the application of agronomic soil conservation and water quality BMP's on agricultural land - Acres / Number of Practices (can vary based on weather conditions).	6,915 acres 142 practices	7,000 acres 150 practices	7,000 acres 150 practices
Review of Storm Water Management Plans to ensure compliance with Maryland Standards and Specifications 378 Dam Safety and issue small pond approvals. <i>Reduction in numbers reflects revised MDE standards requiring infiltration vs retention.</i>	12	4	4
Increase Student Participation in the Envirothon Program	116	120	125
Schedule and hold annual cooperator's dinner meeting to provide information to the agricultural community	257	260	265
Provide public outreach through various formats (Ex: fairs, AG dinners, Earth Day)	10	10	10
Perform site visits at the request of property owners (Ex: shoreline, erosion, drainage issues)	89	95	100
Lease District owned conservation equipment to agricultural producers to reduce sediment and nutrient loads to the Chesapeake Bay. Number of times leased / Number of acres.	42 / 762 ac	50 / 1,000 ac	55 / 1,200 ac
Review and approve standard plans for forest harvest operations	26 plans 896 acres	30 plans 900 acres	30 plans 800 acres

SOUTHERN MARYLAND RESOURCE CONSERVATION AND DEVELOPMENT (RC&D)

DESCRIPTION

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

OPERATING BUDGET

SO MD RC & D	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – SO MD RC&D	\$13,300	\$13,300	\$15,300	\$13,300

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Total Number of Partners / Clients* Served	9	24	24
Population Positively Affected	53,250	55,200	58,750
Number of Clients Served – St. Mary’s County	16	20	20
Percent of Clients Served from St. Mary’s County	78%	82%	80%
Current Number of Full-time employees	2	2	2
Number of Volunteers / Volunteer Hours	22 / 1,360	35 / 2,100	35 / 2,100

SOUTHERN MARYLAND RESOURCE CONSERVATION AND DEVELOPMENT (RC&D)

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
(FTE) Jobs Created as a Result of Cooperative Agreement	8	8	8
Navy Environmental Projects Completed	2	1	2
Dry Fire Hydrants Installed	1	-	1
Other Grants Completed	4	4	5

SOUTHERN MARYLAND TRI-COUNTY COMMUNITY ACTION COMMITTEE, INC.

DESCRIPTION

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

OPERATING BUDGET

Tri-County Community Action Committee - TCCAC	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
TOTAL – TCCAC	\$16,000	\$16,000	\$35,000	\$16,000

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Total Number of Customers Served	29,000	29,500	30,000
% of St. Mary’s County customers served	31	32	32
Current number of paid employees (full-time)	53	60	65
Number of SCP Volunteers	9	10	12
Number of SCP Clients Served	22	24	26
Number of Housing Counseling Clients Served	57	85	85
Number of households receiving Food	6,552	7,000	7,500
Pounds of Food Distributed	118,806	122,000	124,000

TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND

DESCRIPTION

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

OPERATING BUDGET

Tri-County Council	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – Tri- County Council	\$94,200	\$94,200	\$125,000	\$125,000

HIGHLIGHTS

The County will fund \$125,000, which is an increase of \$30,800 or 32.7% over prior year. The additional funding will go towards hiring a Transportation Planner (new employee for Tri-County Council). The position will be funded by all three counties – St. Mary’s, Charles, and Calvert. The level of funding is consistent with approved state legislation.

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Customized Recruitments	43	50	50
Hires Made from Recruitments	77	85	85
Training Dollars Spent to Upgrade Skills of SMC Residents	\$217,879	\$220,000	\$240,000
SMC Residents Trained	99	120	125
American Job Center Visits	2,787	3,000	3,000
Mobile Career Center Deployments in SMC	62	65	65
SMC Residents Served by the Mobile Career Center	418	430	430

TRI-COUNTY YOUTH SERVICES BUREAU

DESCRIPTION

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

OPERATING BUDGET

Youth Services Bureau	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – Youth Services Bureau	\$143,600	\$143,600	\$143,600	\$143,600

HIGHLIGHTS

The County will fund \$143,600, which is consistent with the funding level from prior year.

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Total Number of Clients Served (all counties)	3,794	2,369	2,202
Number of Clients Served – St. Mary’s County	1,382	502	462
Percent of total Clients Served - St. Mary’s County	36%	21%	21%
Current number of paid employees (FTEs) St. Mary’s	5	2	2
Number of Volunteer/Volunteer Hours – St. Mary’s	36 / 238	24 / 202	18 / 184
Formal counseling services to children and youth	536	232	424
Families assisted through Family Navigation services	353	125	-
Response to families calling for information	321	386	324
Number of Youth Mentors	12	6	6
Number of Youth receiving Youth Development	166	110	150

STATE DEPARTMENT OF ASSESSMENTS & TAXATION (SDAT)

DESCRIPTION

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

OPERATING BUDGET

SDAT	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2020 Approved
Total - SDAT	\$379,828	\$439,394	\$452,580	\$452,580

HIGHLIGHTS

This budget includes \$452,580 to be funded by the County for the State Department of Assessments and Taxation's local office, per current legislation at 50 percent.

UNIVERSITY SYSTEM OF MARYLAND AT SOUTHERN MARYLAND (USMSM)

DESCRIPTION

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

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

OPERATING BUDGET

USMSM	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Total – USMSM	\$40,000	\$40,000	\$40,000	\$40,000

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Total Number of Clients Served	1,026	1,100	1,200
Number of Clients Served – St. Mary's County	581	660	720
Percent of total Clients Served from St. Mary's County	58%	60%	60%
Academic Degree & Certification Programs Offered	90+	90+	90+
Number of Courses Offered	197	200	215
Number of Degree & Certificates Awarded by University & College Partners	155	160	170

BOARD OF EDUCATION

DESCRIPTION

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

OPERATING BUDGET

BOARD OF EDUCATION	ACTUAL FY2019	APPROVED FY2020	APPROVED FY2021	% CHANGE
BOE - Recurring	\$104,017,525	\$106,242,921	\$109,542,921	3.1%
Total County - BOE	\$104,017,525	\$106,242,921	\$109,542,921	3.1%

EXPENDITURES BY CATEGORY:

Administration	\$3,278,420	\$3,545,562	\$3,520,986	(0.7%)
Mid-Level Admin	16,267,214	16,809,844	17,478,820	4.0%
Instructional Salaries	79,310,481	81,901,980	83,479,956	1.9%
Instructional Textbooks & Supplies	4,173,190	3,786,220	4,321,543	14.1%
Other Instructional Costs	1,368,029	1,615,294	1,618,645	0.2%
Special Education	19,329,458	19,390,370	19,505,104	0.6%
Student Personnel Serv.	1,215,782	1,264,439	1,285,145	1.6%
Student Health Serv.	2,459,007	2,502,027	2,565,990	2.6%

BOARD OF EDUCATION

OPERATING BUDGET (continued)

BOARD OF EDUCATION	ACTUAL FY2019	APPROVED FY2020	APPROVED FY2021	% CHANGE
<u>EXPENDITURES BY CATEGORY:</u> (continued)				
Student Transportation	\$16,530,298	\$17,324,559	\$18,148,833	4.8%
Operation of Plant	15,469,965	16,943,065	17,388,188	2.6%
Maintenance of Plant	4,035,547	4,523,947	4,592,157	1.5%
Fixed Charges	47,022,989	51,485,722	56,174,156	9.1%
Capital Outlay	3,756,597	992,738	991,083	(0.2%)
TOTAL – GENERAL FUND-ALL SOURCES	<u>\$214,216,977</u>	<u>\$222,085,767</u>	<u>\$231,070,606</u>	<u>4.0%</u>

STAFFING

Board of Education	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Unrestricted	1,991.12	1,995.87	2,025.47	1,996.87
Restricted	135.23	166.23	178.73	175.23
Food Service	<u>155.90</u>	<u>155.90</u>	<u>151.90</u>	<u>151.90</u>
Board of Education	2,282.25	2,318.00	2,356.10	2,324.00

Note: Includes Chesapeake Public Charter School

The budget of the Board of Education is based upon the following student data:

Level	FY2019 Actual	FY2020 Budget	FY2020 Actual	FY2021 Budget
Elementary/Pre-K	7,794	7,789	7,779	7,856
Middle	4,092	4,107	4,123	4,108
High	5,154	5,212	5,236	5,282
K to 12 FTE's	17,040	17,108	17,138	17,246

BOARD OF EDUCATION

HIGHLIGHTS

The County's funding for the Board of Education (BOE) is budgeted at \$109,542,921, an increase of \$3,300,000 or 3.1% in recurring funding, over the prior year. State-mandated Maintenance of Effort (MOE) requires county funding of \$106,855,430 based on the MSDE Official Enrollment of 17,138.00 at September 30, 2019.

When combined with the State/Federal/Other funding \$115,409,005 and \$6,118,680 of the Board of Educations' Fund Balance, the total budget is \$231,070,606.

The Board of Education's budget also includes a revolving fund of \$8,020,132 for food services and a Restricted Fund of \$34,525,725, for Grants. The Capital Projects are presented separately and projects for Public Schools in FY2021 total \$18,115,327, including \$12,734,346 funded by the County.

COLLEGE OF SOUTHERN MARYLAND

DESCRIPTION

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

OPERATING BUDGET

College of Southern Maryland	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
County Funding	\$4,326,962	\$4,767,300	\$4,518,686	\$4,518,686
Tuition/Fees	24,383,275	26,355,916	19,996,354	19,996,354
State, Federal, Other Revenue	<u>33,337,893</u>	<u>35,132,986</u>	<u>36,041,192</u>	<u>36,041,192</u>
Total – CSM Revenues- All Sources	62,048,130	\$66,256,202	\$60,556,232	\$60,556,232

COLLEGE OF SOUTHERN MARYLAND

HIGHLIGHTS

The total budget for the College of Southern Maryland (CSM), is decreasing from \$66,256,202 to \$60,556,232 or \$5,699,970 less than the prior year. County funding is at \$4,518,686, which is a decrease of \$248,614 or -5.2% due to non-recurring funding in FY2020. Campus enrollment has decreased in the past several years. Starting with the FY2021 budget, the budget is presented as a total budget to include all campuses.

PERFORMANCE MEASURES

Indicators	Fall 2017	Fall 2018	Fall 2019
FTE Students – Leonardtown Campus Enrollment	1,591	1,445	1,345

BOARD OF LIBRARY TRUSTEES

DESCRIPTION

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

OPERATING BUDGET

Board of Library Trustees	FY2019 Actual	FY2020 Approved	FY2021 Request	FY2021 Approved
Lexington Park Library	\$959,806	\$928,654	\$978,137	\$917,554
Leonardtown Library	776,063	918,611	1,013,813	908,950
Charlotte Hall Library	630,536	642,283	677,207	632,699
Administration	<u>1,495,085</u>	<u>1,504,353</u>	<u>1,536,870</u>	<u>1,504,353</u>
Total Expenses - Library	\$3,861,490	\$3,993,901	\$4,206,027	\$3,963,556
State, Federal, Other Revenue				
Sources	\$969,409	\$959,000	\$957,194	\$939,198
County Funds – Library	2,878,050	2,964,146	3,208,833	2,966,362
Fund Balance (Library)	<u>14,031</u>	<u>70,755</u>	<u>40,000</u>	<u>57,996</u>
Total Revenues, All Funding Sources	\$3,861,490	\$3,993,901	\$4,206,027	\$3,963,556

HIGHLIGHTS

The total budget for the Board of Library Trustees is \$3,963,556, which is a decrease of \$30,345 or -0.8% over the prior year. County funding is budgeted at \$2,966,362 which is a net increase of \$2,216 or 0.1% more than the prior year. This increase is attributed to Maryland Law mandates minimum wage increase. Maintenance of effort for FY2021 is \$1,856,590, based on \$16.43 per resident.

BOARD OF LIBRARY TRUSTEES

PERFORMANCE MEASURES

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Physical Circulation of Books and Other Materials	1,299,353	1,300,000	1,300,000
Digital Circulation	187,343	195,000	198,000
Customer Visits	588,512	600,000	600,000
Program Attendance	31,672	32,000	33,000
Hours Open per Week (total for 3 libraries)	184	184	184
Physical Items in Collection	193,320	195,000	195,000
Digital Tiles Accessible	579,231	580,000	590,000
Uses of PC's	83,754	85,000	85,000
Number of Public PC's	120	140	140
Wi-Fi Uses	41,801	42,000	42,000
Meeting Room Use Instances, Not Attendance	4,587	4,750	5,500

**OTHER
BUDGET
COSTS**

APPROPRIATION RESERVE

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

LEONARDTOWN TAX REBATE

The County Commissioners appropriate funds to the town of Leonardtown in recognition that the town provides certain services such as, planning and zoning, road maintenance and other public works services to its residents in lieu of the county providing those services. The amount is calculated based upon the assessed value of County-owned tax exempt property within the Leonardtown corporate limits. The major properties within the town limits include the Court House, Governmental Center, Hayden Farm, Health Department, and the Library. The formula equates to a tax differential rate of .84 cents per \$100 of assessed value for the taxpayers of Leonardtown. This is a decrease from last year's differential rate of .89 cents. The assessed value of the County Owned Nontaxable Real Property Assessments is \$36,756,200, requiring a payment of \$43,446.

EMPLOYER CONTRIBUTIONS – RETIREE HEALTH BENEFITS & UNEMPLOYMENT COSTS

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

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

The County has an actuarial valuation performed bi-annually. At June 30, 2019 the County's net OPEB liabilities was \$10.1 million. Based on the report completed on December 3, 2018, the total actuarial determined contribution is \$5,044,000 for FY2021. The County is including \$3.6 million for current retirees.

Unemployment for FY2021 is included at \$25,000; this is slightly lower than prior year as we do not anticipate an increase in County costs.

GENERAL / BANK ADMINISTRATION COSTS

A total of \$25,000 is allocated to cover service and related charges from financial institutions, including administrative fees for bond escrow accounts related to outstanding general obligation bonds.

DEBT SERVICE

This appropriation of \$12,539,808 funds the payment of debt service - principal and interest on debt for capital projects. Included in the FY2021 estimate for debt service includes principal and interest payment on the borrowing of \$30,000,000 in FY2020. The estimated allocation of debt service, based on the capital projects being funded, is as follows:

	Principal	Interest	Total
General Obligation	\$8,719,114	\$3,717,827	\$12,436,941
State Loans	\$102,867	\$0	\$102,867

Project Type	Current Debt
Board of Education	\$4,538,847
Roads	3,324,471
Public Safety	1,462,866
Library	1,181,975
Other Facilities	1,089,897
CSM	509,103
Parks	407,916
Solid Waste	24,733
Total	\$12,539,808

TRANSFERS & RESERVES

CAPITAL PROJECTS – GENERAL FUND TRANSFER –

The \$4,680,000 is reflected as a transfer from the General Fund to the Capital Projects Fund to fund several capital projects' costs.

\$2,243,637	Parks Acquisitions & Development
950,000	Public Facilities
665,000	Solid Waste
507,017	Highways
<u>314,346</u>	Schools
\$4,680,000	Total

RAINY DAY –

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

BOND RATING –

This reserve is part of the Committed Funds in the Fund Balance, set at 6% of general fund revenues. The appropriation for FY2021 is \$400,000, level with the prior year. The Bond Rating Reserve balance is \$14,293,924 as of June 30, 2019.

EMERGENCY RESERVE –

This reserve represents funding set aside annually which can be allocated during the fiscal year at the discretion of the Commissioners of St. Mary's County to fund unanticipated or under budgeted expenditures, such as weather-related events, or respond to other funding requests for items or activities not budgeted. The budget allocates \$500,000 to this reserve. Uses require specific action by the Commissioners of St. Mary's County.

ENTERPRISE AND SPECIAL REVENUE FUNDS

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

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

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

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

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

RECREATION AND PARKS ENTERPRISE FUND

Source and Use of Funds	FY2019	FY2020	FY2021	FY2021
	Actual	Approved	Requested	Approved
Child Care Programs	\$ 1,038,334	\$ 1,857,885	\$ 1,807,217	\$ 1,807,217
Therapeutic Division	138,759	161,431	168,511	168,511
Gymnastics Department	450,055	497,263	613,674	613,674
Leisure / Special Programs	124,570	226,665	192,639	192,639
Special Facilities	388,993	461,740	558,509	558,509
Sports Programs	451,990	512,610	554,785	554,785
General Administration	53,076	170,200	66,200	66,200
Appropriation Reserve	-	80,000	80,000	80,000
Total Revenues	\$ 2,645,777	\$ 3,967,794	\$ 4,041,535	\$ 4,041,535
Child Care Programs	\$ 776,882	\$ 1,706,495	\$ 1,576,797	\$ 1,623,622
Therapeutic Division	166,313	200,525	198,149	203,972
Gymnastics Department	395,044	507,955	569,825	569,825
Leisure / Special Programs	104,526	177,147	140,946	141,031
Special Facilities	587,771	650,551	689,464	705,251
Sports Programs	395,623	454,211	485,718	493,231
General Administration	192,556	231,162	225,655	225,655
Appropriation Reserve	-	80,000	80,000	80,000
Total Expenditures	\$ 2,618,715	\$ 4,008,046	\$ 3,966,554	\$ 4,042,587
Revenues Over(Under) Expenditures	\$ 27,062	\$ (40,252)	\$ 74,981	\$ (1,052)
Fund Equity (deficit) at June 30 - audited *	\$ 691,229			

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

* Page 26 - FY2019 Audit

WICOMICO SHORES GOLF ENTERPRISE FUND

Source and Use of Funds	FY2019 Actual	FY2020 Approved	FY2021 Requested	FY2021 Approved
Golf Operations	\$ 786,626	\$ 847,000	\$ 837,000	\$ 837,000
Government/Other Income	826	826	826	826
Restaurant	409,783	387,000	440,000	440,000
House	37,424	35,000	35,000	35,000
Interest Income	-	1,500	1,500	1,500
Golf Shop	42,757	58,000	58,800	58,800
Other/Miscellaneous	577	800	800	800
Appropriation Reserve	-	50,000	50,000	50,000
Total Revenues	\$ 1,277,993	\$ 1,380,126	\$ 1,423,926	\$ 1,423,926
Golf Operations	\$ 140,307	\$ 152,408	\$ 157,683	\$ 160,705
Greens and Grounds	400,099	455,306	462,383	469,863
Restaurant	419,974	362,447	419,650	426,487
House	75,039	69,800	70,300	70,300
Administration	129,132	272,230	140,680	147,327
Golf Shop	32,110	29,109	30,839	30,839
Capital	11,999	24,720	24,140	24,140
OPEB (post-retirement health)	36,000	36,000	36,000	36,000
Appropriation Reserve	-	50,000	50,000	50,000
Total Expenditures, before debt service	\$ 1,244,660	\$ 1,452,020	\$ 1,391,675	\$ 1,415,661
Debt Service - Building	\$ 74,235	\$ 76,249	\$ 78,318	\$ 78,318
Total Expenditures, including debt service	\$ 1,318,895	\$ 1,528,269	\$ 1,469,993	\$ 1,493,979
Revenues Over(Under) Expenditures-incl. debt	\$ (40,902)	\$ (148,143)	\$ (46,067)	\$ (70,053)
Fund Equity (deficit) at June 30, exclusive of net capital assets, net of debt to General Fund, audited	\$ (151,103)			

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

* Page 26 - FY2019 Audit - Unrestricted (\$822,270) + Advanced from General Fund \$671,167

SOLID WASTE AND RECYCLING FUND

Source and Use of Funds	FY2019	FY2020	FY2021	FY2021
	Actual	Approved	Requested	Approved
SW and Recycling Fees-Residential	\$ 4,080,280	\$ 4,134,760	\$ 4,400,000	\$ 4,400,000
General Gov/Other Income	12,868	-		12,868
Landfill Tipping Fee	436,137	420,000	420,000	420,000
Recycle Containers	133,845	120,000	120,000	120,000
Appropriation Reserve		30,000	-	30,000
Total Revenues	\$ 4,663,130	\$ 4,704,760	\$ 4,940,000	\$ 4,982,868
<u>Solid Waste</u>				
Personal Services	\$ 1,003,469	\$ 1,034,706	\$ 983,809	\$ 1,029,676
Operating Supplies	31,830	36,600	36,600	36,600
Hauling & Post-Closure Costs	1,180,144	1,588,423	1,578,403	1,578,403
Communications	5,775	5,760	5,760	5,760
Transportation	63,681	61,000	61,000	61,000
Public Utility	22,318	28,167	28,167	28,167
Tipping Fees	1,247,680	1,403,282	1,490,140	1,490,140
Retiree Health	23,000	23,000	23,000	23,000
Lease Payments	157,503	235,520	207,745	207,745
Appropriation Reserve		30,000		30,000
Total, Solid Waste	\$ 3,735,400	\$ 4,446,458	\$ 4,414,624	\$ 4,490,491
<u>Recycling</u>				
Personal Services	\$ 95,139	\$ 101,686	\$ 177,722	\$ 108,659
Operating Supplies	825	1,400	1,400	1,400
Professional Services	451,498	521,471	582,664	582,664
Communications	-	60	-	-
Transportation	2,991	3,000	3,000	3,000
Rentals	52,630	56,448	61,982	61,982
Hazardous Waste Day Events	65,940	84,827	87,575	87,575
Equipment & Furniture	-	43,355	40,222	40,222
Total, Recycling	\$ 669,023	\$ 812,247	\$ 954,565	\$ 885,502
Total Expenditures	\$ 4,404,423	\$ 5,258,705	\$ 5,369,189	\$ 5,375,993
Revenues Over (Under) Expenditures	\$ 258,707	\$ (553,945)	\$ (429,189)	\$ (393,125)
Fund Equity (deficit) at June 30 - audited*	\$376,043			

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

FY2021 - Environmental Service Fee \$94.68 - Ordinance 2018 - 13 in Section 223 - 34 (3) allows for a 2% increase every year on July 1.

* Page 26 - FY2019 Audit

MISCELLANEOUS REVOLVING FUND

Source and Use of Funds	FY2019 Actual	FY2020 Approved	FY2021 Requested	FY2021 Approved
Fuel Operations	\$ 19,301	\$ 15,000	\$ 20,000	\$ 20,000
State's Attorney Drug Enforcement	(16,478)	15,000	15,000	15,000
Community Service Teen Court	-	1,000	1,000	1,000
Department of Aging Special Events/CRAC	132,004	120,000	120,000	120,000
LUGM - Historic Book	105	1,200	1,200	1,200
Sheriff's Federal Forfeiture Fund	13,388	-	-	-
Sheriff's "350 Years" Book	940	-	-	-
Sheriff's Local Forfeiture Fund	37,543	40,000	25,000	25,000
State's Attorney Project Graduation	119,198	79,100	79,100	90,000
St. Mary's County Weed Control	66,361	48,133	48,133	48,133
Appropriation Reserve	-	140,000	140,000	140,000
Total Revenues	\$ 372,362	\$ 459,433	\$ 449,433	\$ 460,333
Fuel Operations	\$ 10,877	\$ 10,000	\$ 10,000	\$ 10,000
Community Service Teen Court	-	1,000	1,000	1,000
Department of Aging Special Events/CRAC	118,571	120,000	120,000	120,000
LUGM - Historic Book	-	1,200	1,200	1,200
Sheriff's Federal Forfeiture Fund	-	200,000	50,000	50,000
Sheriff's Local Forfeiture Fund	33,359	104,500	67,500	67,500
State's Attorney Drug Enforcement	45,483	82,725	82,725	85,046
State's Attorney Project Graduation	62,534	79,100	90,000	90,000
St. Mary's County Weed Control	66,561	48,133	55,633	55,633
Appropriation Reserve	-	140,000	140,000	140,000
Total Expenditures	\$ 337,385	\$ 786,658	\$ 618,058	\$ 620,379
Revenues Over (Under) Expenditures	\$ 34,977	\$ (327,225)	\$ (168,625)	\$ (160,046)
Fund Equity (deficit) at June 30 - audited	* \$1,216,778			

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

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

* Page 75 - FY2019 Audit

EMERGENCY SERVICES SUPPORT FUND

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

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

Source and Use of Funds	FY2019 Actual	FY2020 Approved	FY2021 Requested	FY2021 Approved
Emergency Services – Support Tax	\$ 3,071,716	\$ 3,070,000	\$ 3,070,000	\$ 3,125,000
General Government - Other Income	3,030	-	-	3,030
Amoss (508) Grant - Fire & Rescue	300,000	300,000	300,022	300,022
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
Total Revenues	\$ 3,374,746	\$ 3,420,000	\$ 3,420,022	\$ 3,478,052
Emergency Management Recruiting	\$ 132,921	\$ 172,419	\$ 172,169	\$ 178,065
Advanced Life Support Operating	702,531	702,531	702,531	702,531
Emergency Services Board	178,244	209,140	178,140	178,140
Fire Department Operating Allocation	214,056	207,000	207,000	207,000
Fire Department LOSAP	751,872	758,978	802,734	802,734
Amoss (508) Grant - Fire	150,000	150,000	150,011	150,011
Rescue Squad Operating Allocation	133,000	133,000	133,000	133,000
Rescue Squad LOSAP	263,149	285,596	325,292	325,292
Amoss (508) Grant - Rescue	150,000	150,000	150,011	150,011
LOSAP Trust	798,332	1,000,000	1,200,000	1,000,000
F & R Revolving Loan Fund, Debt Service	128,137	128,043	128,043	55,337
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
Total Expenditures	\$ 3,602,242	\$ 3,946,707	\$ 4,198,931	\$ 3,932,121
Revenues Over (Under) Expenditures	\$ (227,496)	\$ (526,707)	\$ (778,909)	\$ (454,069)
Fund Equity (deficit) at June 30 - audited*	\$ 888,883			

* Page 124 - FY2019 Audit

FIRE TAX

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

DISTRICT	NUMBER OF PROPERTIES	RATES
Ridge - 1st Election District	3,607	3.6¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,702	5.6¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,762	2.4¢ per \$100 of assessment
Mechanicsville - 5th Election District 5th District Accounts 5,126 4th District Accounts 3,893	9,019	4.6¢ per \$100 of assessment
Hollywood - 6th Election District	5,773	4.4¢ per \$100 of assessment
Avenue – 7th Election District 7th District Accounts 3,174 4th District Accounts 1,036	4,210	5.6¢ per \$100 of assessment
Bay District - 8th Election District	13,005	5.0¢ per \$100 of assessment
St. George Island - 9th Election District	227	5.6¢ per \$100 of assessment

2019 Property taxable information

County Code Chapter 49 – Maximum Rate 5.6 cents per \$100 of assessment

RESCUE TAX

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

DISTRICT	NUMBER OF PROPERTIES	RATES
Ridge – 1st Election District	3,607	1.1¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,702	1.7¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,762	.9¢ per \$100 of assessment
Mechanicsville 5th Election District 5,126 4th Election District 3,893	9,019	2.0¢ per \$100 of assessment
Hollywood - 6th Election District	5,773	1.4¢ per \$100 of assessment
Avenue 7th Election District 3,174 4th Election District 1,036	4,210	3.0¢ per \$100 of assessment*
Lexington Park - 8th Election District	13,005	2.3¢ per \$100 of assessment
St. George’s Island - 9th Election District	227	1.7¢ per \$100 of assessment

2019 Property taxable information

County Code Chapter 49 – Maximum Rate 3.0 cents per \$100 of assessment

*Approved FY2021 rate increase from 1.1 cents to 3.0 cents.

SPECIAL ASSESSMENT FUND

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

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

Depending upon the type of special assessment, the project may require interfund loans. Provision is then made for the benefiting property owner to pay installments through the property tax system on an annual basis. Debt Service required in FY2021 for existing Special Assessments will be \$48,694.

CAPITAL IMPROVEMENTS FUND

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

The following pages are divided into three sections:

- 1) Fiscal Year 2021 Approved Capital Budget - by project and funding source
- 2) Fiscal Year 2022 – Fiscal Year 2026 Approved Capital Program
- 3) Detail project information showing funding sources and uses throughout the period covered by the budget and plan are categorized according to the following project classifications:

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

Projects are shown for the approved FY2021 appropriation year as well as the planned projects for fiscal years 2022 through 2026. Approved financing is presented in total for each of the respective years.

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

APPROVED CAPITAL BUDGET - FY2021

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
HIGHWAYS							
Culvert Replacement & Repair	1,573,700	1,573,700					
FDR Boulevard Extended (MD 4 to Pegg Rd)	10,512,882	3,326,332		7,186,550			
Neighborhood Drainage Improvements	620,000	620,000					
Retrofit Sidewalk Program	762,500		255,483		507,017		
Roadway & Safety Improvements	4,616,500	2,634,896	1,981,604				
Side-Path or Bikeways	120,000	20,000				100,000	
Southampton Neighborhood Revitalization	60,000		60,000				
Street Lighting & Streetscape Improvements	255,000		255,000				
Water Quality & Nutrient Removal	400,000		400,000				
Total Highways	18,920,582	8,174,928	2,952,087	7,186,550	507,017	100,000	0
LAND CONSERVATION							
Agricultural Land Preservation Programs	3,333,333		743,333			2,000,000	590,000
Rural Legacy Program	4,200,000		1,050,000			3,150,000	
Total Land Conservation	7,533,333	0	1,793,333	0	0	5,150,000	590,000
MARINE							
MD 249 St. George Island Shore Erosion/Flooding	82,500					82,500	
National Fish and Wildlife Foundation Grant	250,000	125,000					125,000
Piney Point Lighthouse Museum Shore Erosion	85,000						85,000
Piney Point Road Shore Erosion	30,000						30,000
Shoreline Resiliency	50,000						50,000
St. Jerome's Creek Jetties	167,100	9,100	59,075				83,550
St Patrick Creek Maintenance Dredge	100,000		100,000				
Total Marine	764,600	134,100	159,075	0	0	456,050	15,375
PUBLIC FACILITIES							
Adult Detention Center Upgrades, Housing & Med Units	12,297,000	6,526,500				5,770,500	
Airport Improvements	10,165,015	1,471,770		319,600		8,373,645	
Building Maintenance & Repairs - Critical	440,000			440,000			
Building Maintenance & Repairs-Programmatic	415,000			415,000			
Emergency Communications Center Exp	220,000	220,000					
North County Farmers Market	200,000				200,000		
Parking & Site Improvements	195,000		195,000				
Public Administration Enterprise Software Upgrade	750,000				750,000		
Salt Storage Facility Replacement	2,558,200	2,558,200					
Sheriff's Headquarters Facility	1,800,000	1,800,000					
Total Public Facilities	29,040,215	12,576,470	1,369,600	0	950,000	14,144,145	0
RECREATION & PARKS							
Elms Beach Park Improvements	1,408,637				908,637	500,000	
Lexington Manor Passive Park	250,000				250,000		
Multi-Purpose Synthetic/Turf Fields	3,805,000	3,805,000					
Park Land and Facility Acquisition	246,431					246,431	
Recreation Facility & Park Improvements	1,775,500	1,425,500				350,000	
Snow Hill Park	275,000			160,000	115,000		
St. Clement's Island Museum Renovations	620,000				620,000		
Three Notch Trail - Phase Eight	350,000				350,000		
Total Recreation & Parks	8,730,568	5,230,500	0	160,000	2,243,637	1,096,431	0

APPROVED CAPITAL BUDGET - FY2021

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
SOLID WASTE							
Clements Convenience Center Improvements	665,000				665,000		
Total Solid Waste	665,000	0	0	0	665,000	0	0
PUBLIC SCHOOLS							
Aging School Program	57,000				7,000	50,000	
Building Infrastructure - Critical	1,183,000	1,183,000					
Building Infrastructure - Programmatic	946,000	894,000			52,000		
Chopticon HS Soil Erosion	255,346				255,346		
Dynard ES Roof/HVAC Replacement & Emergency Pwr	7,242,000	2,846,000				4,396,000	
Great Mills HS Partial Roof Replacement	42,000		42,000				
Green Holly ES - Switch Gear & HVAC Replacement	3,731,981	2,797,000				934,981	
Lettie Marshall Dent ES Addition, HVAC, Electric & Tank	62,000	62,000					
Mechanicsville Elementary School Modernization	422,000	422,000					
Relocatables for Various Sites	385,000			385,000			
Safety & Security Projects	3,590,000	3,590,000					
School Capacity Study K-12	175,000		175,000				
Town Creek ES HVAC Systemic Renovation	24,000		24,000				
Total Public Schools	18,115,327	11,794,000	241,000	385,000	314,346	5,380,981	0
TOTAL	\$83,769,625	\$37,909,998	\$6,515,095	\$7,731,550	\$4,680,000	\$26,327,607	\$605,375

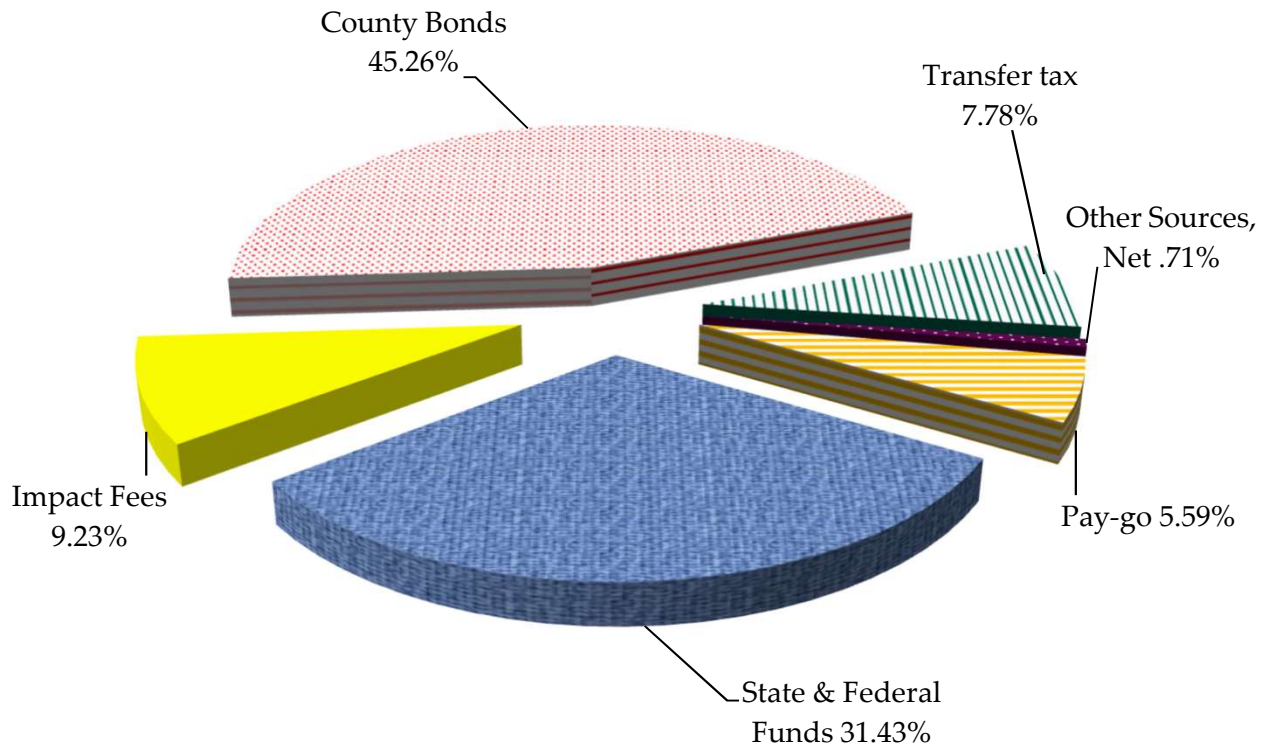
SUMMARY

Project Type	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
Highways	18,920,582	8,174,928	2,952,087	7,186,550	507,017	100,000	0
Land	7,533,333	0	1,793,333	0	0	5,150,000	590,000
Marine	764,600	134,100	159,075	0	0	456,050	15,375
Public Facilities	29,040,215	12,576,470	1,369,600	0	950,000	14,144,145	0
Recreation & Parks	8,730,568	5,230,500	0	160,000	2,243,637	1,096,431	0
Solid Waste	665,000	0	0	0	665,000	0	0
Public Schools	18,115,327	11,794,000	241,000	385,000	314,346	5,380,981	0
Total	\$83,769,625	\$37,909,998	\$6,515,095	\$7,731,550	\$4,680,000	\$26,327,607	\$605,375

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

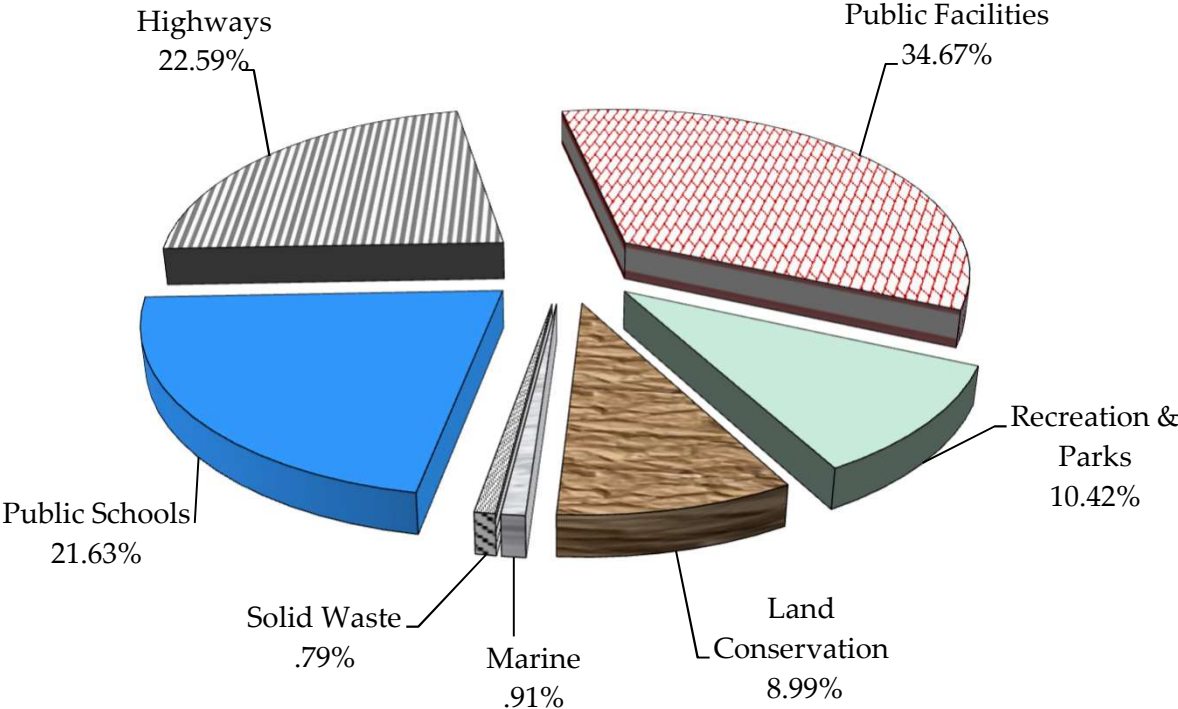
Estimated annual impact fee collections for FY2021 are: Roads-\$300,000; Parks-\$160,000; Schools-\$500,000.

FISCAL YEAR 2021 CAPITAL BUDGET - FUNDING SOURCES



State & Federal Funding	\$ 26,327,607
Local Funds:	
County Bonds	37,909,998
Impact Fees	7,731,550
Transfer Taxes	6,515,095
Pay-go	4,680,000
Other Sources: Recordation Fees/Agricultural Tax/Fee-in-Lieu	<u>605,375</u>
Total	<u>\$83,769,625</u>

FISCAL YEAR 2021 CAPITAL BUDGET - PROJECTS



Public Facilities	\$ 29,040,215
Highways	18,920,582
Public Schools	18,115,327
Recreation & Parks (includes Public Land)	8,730,568
Land Conservation	7,533,333
Marine	764,600
Solid Waste	<u>665,000</u>
Total	<u>\$83,769,625</u>

APPROVED 2021 CAPITAL BUDGET AND FY2022 TO FY2026 PLAN

CAPITAL PROJECT	FY2021 Total	Recommended 5-Year Capital Plan				
		FY2022 Total	FY2023 Total	FY2024 Total	FY2025 Total	FY2026 Total
HIGHWAYS						
Culvert Replacement & Repair	1,573,700	545,000	585,000	525,000	525,000	525,000
FDR Boulevard Extended (MD 4 to Pegg Rd)	10,512,882	12,525,000	0	0	0	0
Neighborhood Drainage Improvements and Rehabilitation	620,000	620,000	620,000	570,000	570,000	0
Retrofit Sidewalk Program	762,500	1,347,500	767,500	210,000	200,000	200,000
Roadway & Safety Improvements	4,616,500	4,075,000	4,075,000	4,075,000	3,825,000	3,825,000
Side-Path or Bikeways	120,000	720,000	20,000			
Southampton Neighborhood Revitalization	60,000	2,338,200	0	2,553,120	0	0
Street Lighting & Streetscape Improvements	255,000	60,000	0	0	0	0
Water Quality & Nutrient Removal	400,000	450,000	360,000	380,000	600,000	0
Total Highways	18,920,582	22,680,700	6,427,500	8,313,120	5,720,000	4,550,000
LAND CONSERVATION						
Agricultural Land Preservation Programs	3,333,333	3,141,697	3,141,697	3,141,697	3,141,697	3,141,697
Rural Legacy Program	4,200,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Urban Legacy Program	0	0	0	0	0	1,100,000
Total Land Conservation	7,533,333	6,141,697	6,141,697	6,141,697	6,141,697	7,241,697
MARINE						
MD 249 St. George Island Shore Erosion/Flooding	82,500	739,750	0	0	0	0
National Fish & Wildlife Foundation Grant	250,000	0	0	0	0	0
Piney Point Lighthouse Museum Shore Erosion	85,000	735,000	0	0	0	0
Piney Point Road Shore Erosion	30,000	342,000	0	0	0	0
Shoreline Resiliency	50,000	100,000	0	0	0	1,000,000
St. Jerome's Creek Jetties	167,100	716,000	6,051,500	6,051,500	0	0
St Patrick Creek Maintenance Dredge	100,000	0	0	0	0	0
Total Marine	764,600	2,632,750	6,051,500	6,051,500	0	1,000,000
PUBLIC FACILITIES						
Adult Detention Center Upgrades, Housing &Med Units	12,297,000	3,315,000	0	0	0	0
Airport Improvements	10,165,015	10,678,335	575,000	0	0	0
Building Maintenance & Repairs - Critical	440,000	443,000	418,000	435,000	400,000	300,000
Building Maintenance & Repairs-Programmatic	415,000	425,000	375,000	415,000	410,000	330,000
California Farmers Market	0	0	0	0	0	200,000
Emergency Communications Center Exp	220,000	1,952,400	0	0	0	0
Fire and Rescue Revolving Loan Fund	0	0	100,000	0	0	0
Health Department Renovations	0	1,760,515	2,756,225	6,613,204	0	0
North County Farmers Market	200,000	0	0	0	0	0
Parking & Site Improvements	195,000	60,000	60,000	60,000	0	0
Public Administration Enterprise Software Upgrade	750,000	0	0	0	0	0
Salt Storage Facility Replacement	2,558,200	0	0	0	0	0
Sheriff's Headquarters Facility	1,800,000	0	710,925	8,803,100	910,925	24,465,155
Vehicle Maintenance Facility Addition	0	420,000	0	0	0	0
Total Public Facilities	29,040,215	19,054,250	4,995,150	16,326,304	1,720,925	25,295,155
RECREATION & PARKS						
Central County Park	0	350,000	0	3,920,000	0	0
Elms Beach Park Improvements	1,408,637	1,156,275	0	0	0	0
Lexington Manor Passive Park	250,000	0	0	0	0	0
Multi-Purpose Synthetic/Turf Fields	3,805,000	0	0	0	0	0
Myrtle Point Park	0	2,900,000	0	0	0	0
Park Land and Facility Acquisition	246,431	246,431	246,431	246,431	246,431	0
Recreation Facility & Park Improvements	1,775,500	940,000	285,000	275,000	180,000	0
Recreation/Community Center	0	450,000	0	0	15,800,000	0
Shannon Farm Property	0	0	0	2,360,000	0	0
Snow Hill Park	275,000	3,000,000	3,000,000	0	0	0
Sports Complex	0	4,168,750	0	0	2,701,250	0
St. Clement's Island Museum Renovations	620,000	330,000	0	0	0	0
Three Notch Trail - Phase Eight	350,000	0	5,100,000	0	0	0
Total Recreation & Parks	8,730,568	13,541,456	8,631,431	6,801,431	18,927,681	0

APPROVED 2021 CAPITAL BUDGET AND FY2022 TO FY2026 PLAN

CAPITAL PROJECT	FY2021 Total	Recommended 5-Year Capital Plan				
		FY2022 Total	FY2023 Total	FY2024 Total	FY2025 Total	FY2026 Total

SOLID WASTE						
Clements Convenience Center Improvements	665,000	0	0	0	0	0
Total Solid Waste	665,000	0	0	0	0	0

PUBLIC SCHOOLS						
Aging School Program	57,000	0	0	0	0	0
Building Infrastructure - Critical	1,183,000	1,024,000	685,000	555,000	653,000	330,000
Building Infrastructure - Programmatic	946,000	1,536,000	526,000	492,000	775,000	709,000
Chopticon HS HVAC Systemic Renovation	0	0	0	125,000	1,112,000	13,042,000
Chopticon HS Soil Erosion	255,346	0	0	0	0	0
Dynard ES Roof/HVAC Replacement & Emerg Pwr	7,242,000	1,262,000	0	0	0	0
Great Mills HS Partial Roof Replacement	42,000	0	907,000	9,544,000	0	0
Green Holly ES Roof/HVAC Systemic Renovation	0	0	59,000	903,000	9,205,000	0
Green Holly ES - Switch Gear & HVAC Replacement	3,731,981	0	0	0	0	0
Lettie Marshall Dent ES Addition, HVAC/ Elec/Tank	62,000	400,000	5,990,000	1,702,000	0	0
Lexington Park ES Roof Replacement	0	0	0	0	0	40,000
Mechanicsville Elementary School Modernization	422,000	7,148,000	2,116,000	0	0	0
Piney Point ES HVAC Systemic Renovation	0	40,000	501,000	4,749,000	393,000	0
Relocatables for Various Sites	385,000	385,000	385,000	0	0	0
Ridge ES HVAC Systemic Renovation	0	0	0	0	0	40,000
Safety & Security Projects	3,590,000	3,000,000	0	0	0	0
School Capacity Study K-12	175,000	0	0	0	0	0
Town Creek ES HVAC Systemic Renovation	24,000	319,000	3,158,000	0	0	0
Total Public Schools	18,115,327	15,114,000	14,327,000	18,070,000	12,138,000	14,161,000

TOTAL	\$83,769,625	\$79,164,853	\$46,574,278	\$61,704,052	\$44,648,303	\$52,247,852
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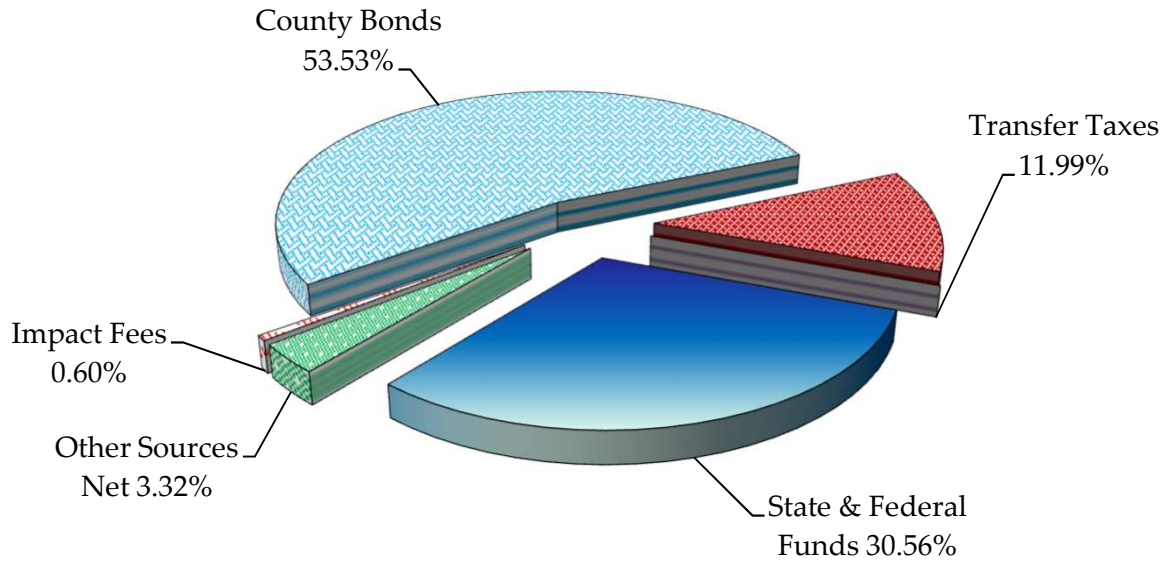
Capital Project Summary - By Type

Highways	18,920,582	22,680,700	6,427,500	8,313,120	5,720,000	4,550,000
Land	7,533,333	6,141,697	6,141,697	6,141,697	6,141,697	7,241,697
Marine	764,600	2,632,750	6,051,500	6,051,500	0	1,000,000
Public Facilities	29,040,215	19,054,250	4,995,150	16,326,304	1,720,925	25,295,155
Recreation & Parks	8,730,568	13,541,456	8,631,431	6,801,431	18,927,681	0
Solid Waste	665,000	0	0	0	0	0
Public Schools	18,115,327	15,114,000	14,327,000	18,070,000	12,138,000	14,161,000
Total	\$83,769,625	\$79,164,853	\$46,574,278	\$61,704,052	\$44,648,303	\$52,247,852

Capital Project Summary - By Source of Funds

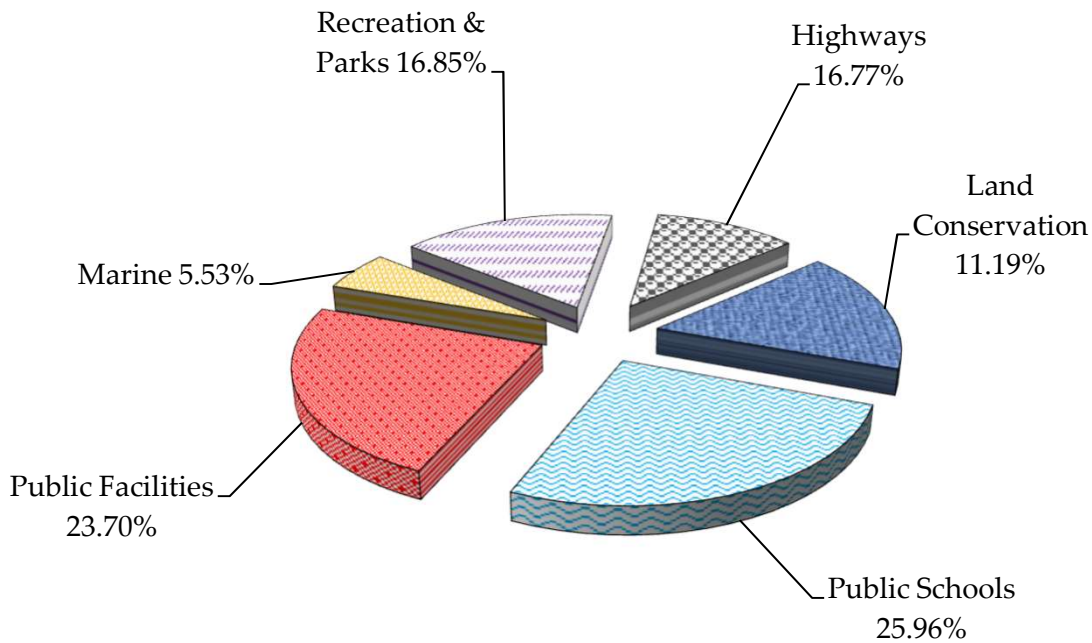
State/Federal	26,327,607	23,045,213	20,710,061	20,723,551	10,122,449	12,305,018
Impact Fees - Schools	7,271,550	385,000	385,000	0	0	0
Impact Fees -Roads	300,000	300,000	0	0	0	0
Impact Fees - Parks	160,000	320,000	160,000	0	160,000	0
Transfer Taxes	6,515,095	6,495,125	7,018,525	6,561,025	7,120,025	6,886,679
Ag/Recordation	550,000	550,000	550,000	550,000	550,000	550,000
Ag/Transfer	40,000	40,000	40,000	40,000	40,000	40,000
Cigarette Restitution Funds	0	0	0	0	0	0
Forestation/Critical Area/Private	15,375	996,431	0	0	5,500,000	0
Pay-Go	4,680,000	0	0	0	0	0
Bonds	37,909,998	47,033,084	17,710,692	33,829,476	21,155,829	32,466,155
Total	\$83,769,625	\$79,164,853	\$46,574,278	\$61,704,052	\$44,648,303	\$52,247,852

FISCAL YEAR 2022 – FISCAL YEAR 2026 CAPITAL PLAN - FUNDING SOURCES



State & Federal Funding	\$86,906,292
Local Funds:	
County Bonds	152,195,236
Transfer Taxes	34,081,379
Other Sources Recordation Fees/Agricultural Tax/Mitigation	9,446,431
Impact Fees	<u>1,710,000</u>
Total	<u>\$284,339,338</u>

FISCAL YEAR 2022 - FISCAL YEAR 2026 CAPITAL PLAN - PROJECTS




Public Schools	\$73,810,000
Public Facilities	67,391,784
Recreation and Parks (includes Public Landings)	47,901,999
Highways	47,691,320
Land Conservation	31,808,485
Marine	<u>15,735,750</u>
Total	<u>\$284,339,338</u>



HIGHWAYS




Project Title Culvert Replacement & Repair	Project Number HW-1405	Classification Highways
Project Description Design, replace, rehabilitate, inspect, line and/or upgrade deteriorated/inadequate culvert crossings and outfall channels throughout the County's HighwayMaintenance road network. Project may also include the upgrade of failing or inadequate storm drain systems and eroded outfalls. Approved monies will be utilized to address consultant recommendations for structural repair and maintenance based on bi-annual Bridge Inspection Reports to include replacement of decking, safety railings, pilings, structural beams and bulkheads. Construction costs increase to account for a higher than anticipated number of replacement/repair projects, including but not limited to Poplar Road, Friendship School Road, Mechanicsville Road @ Coffee Hill Run Headwall, Bayside Road, Mill Cove Road & Patuxent Blvd, Contrail Road, St. Johns Road and Albatross Road. Also will require setting up a database by consultants of countywide culverts and their conditions to allow for yearly programs to replce or repair those with highest priority. Tentative completion dates for the identified sites are as follows: Airport Road - 1st QTR Calendar Yr 2019, Bayside Road - 2nd QTR Calendar Yr 2019, West Cusic Ct & Mill Cove Road/Patuxent Blvd - 3rd Qtr Calendar Year 2019, Stoney Brook Ct. & Friendship School Road - 4th Qtr Calendar Yr 2019, Bushwood Road & Wilderness Run 1st Qtr Calendar Yr 2020. Coffee Hill/Bethel Church 2nd Qtr Calendar Yr 2020. NOTE:Completion dates are dependent upon MDE In-stream fisheries restrictions.		
Discussion of Operating Budget Impact There are no significant impacts to the operating budget anticipated.		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	1,150,000	230,000	150,000	170,000	150,000	150,000	150,000	150,000	
CONSTRUCTION/REPAIR	3,798,700	1,060,000	863,700	375,000	375,000	375,000	375,000	375,000	
ALL FAITH CHURCH ROAD	60,000				60,000				
BAPTIST CHURCH ROAD	75,000	75,000							
WILDWOOD PARKWAY	150,000	150,000							
FRIENDSHIP SCHOOL ROAD	75,000	75,000							
WHITE OAK PARKWAY	40,000		40,000						
MECHANICSVILLE HEAD WALLS	200,000		200,000						
ST JOHNS ROAD	150,000		150,000						
CONTRAIL ROAD	25,000		25,000						
ALBATOSS STREET	10,000		10,000						
SEASIDE VIEW ROAD	75,000		75,000						
ASHER ROAD	60,000		60,000						
TOTAL COSTS	5,868,700	1,590,000	1,573,700	545,000	585,000	525,000	525,000	525,000	

Funding Schedule										
BONDS	3,069,822	951,122	1,573,700	545,000						
TRANSFER TAXES	2,585,000	425,000			585,000	525,000	525,000	525,000		
IMPACT FEES										
PAY-GO	213,878	213,878								
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	5,868,700	1,590,000	1,573,700	545,000	585,000	525,000	525,000	525,000		

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
TOTAL COSTS						


Project Title FDR Boulevard (MD4 to Pegg Rd.)	Project Number HW-1202	Classification Highways
Project Description Construct 3.7 miles of a two lane residential access way from MD Route 4 to Pegg Road (NAS Patuxent River main gate) to help relieve congestion and reduce delays along the MD 235 corridor by providing an alternative means for residents to travel to and from shopping and work, especially in the Lexington Park Development district. Project could remove thousands of trips per day in portions of the MD 235 corridor. Right-of-way width needed is 80' to 100'. The Project will include a raised 8'-20' median with extensive use of traffic calming devices (i.e. narrow 10'-11' wide lanes and roundabouts), 5' pedestrian/6' bicycle accommodations, landscaping and decorative lighting. Project is being completed in 3 phases in the following order: Phase 2 (completed): .2 mile between MD 246 and Shangri-La Drive; Phase 1: 1.7 miles between First Colony Blvd. and MD 237 in 3 sub-sections (A thru C, with 1A and 1B sub-sections substantially completed), 1C section under construction and to be completed in fall 2019, along with a wetlands mitigation site completed; Phase 3: 1.8 miles between MD 237 and Pegg Road will be separated into 2 sub-sections (3A and 3B). Phase 3 of the project also includes construction of the 10 foot wide Three Notch Trail.		
		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1

Discussion of Operating Budget Impact
 Estimated roadway and stormwater maintenance costs are approximately \$6 per linear foot. At 3.7 miles, this equates to \$117,216 per year. Utility costs for electricity include 25 LED 80W lights for Phase 2, 212 LED 80W lights for Phase 1 and 190 LED 80W lights in Phase 3. Cost for electric service is estimated at \$4.50 per light per month which equals \$23,058 per year. Phase 3 electric lighting costs will total approx. \$11,000 annually

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	1,750,000	1,750,000							
LAND/ESM'T AQUISITION	5,658,772	5,658,772							
PH1-FIRST COLONY to M237	13,806,800	13,806,800							
PH3- MD237 to PEGG RD	18,902,550		8,702,550	10,200,000					
PH2 - MD246 to SHANGRI LA DR	1,112,000	1,112,000							
WETLANDS MITIG/REFORESTATION	375,000	375,000							
UTILITY RELOCATION (7-15%)	2,475,638	1,352,638	409,000	714,000					
MATERIAL TESTING/ INSPECTION (3%)	1,104,329	537,252	261,077	306,000					
CONSTRUCTION MANAGEMENT	755,000	200,000	270,000	285,000					
CONTINGENCIES (10%)	2,507,644	617,389	870,255	1,020,000					
TOTAL COSTS	48,447,733	25,409,851	10,512,882	12,525,000					

Funding Schedule									
BONDS	36,773,738	21,222,406	3,326,332	12,225,000					
TRANSFER TAXES	275,200	275,200							
IMPACT FEES - ROADS	3,507,905	2,907,905	300,000	300,000					
IMPACT FEES-SCHOOLS	6,886,550		6,886,550						
PAY-GO	459,340	459,340							
STATE FUNDS									
FEES IN LIEU/MITIGATION	545,000	545,000							
TOTAL FUNDS	48,447,733	25,409,851	10,512,882	12,525,000					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS (HIGHWAY DIVISION)		20,000	30,000			
UTILITIES (COUNTY HWYS ELECTRIC)	2,750	5,500	2,750			
TOTAL COSTS	2,750	25,500	32,750			

Project Title Neighborhood Drainage Improvements and Rehabilitation	Project Number HW-2003	Classification Highways
Project Description Design and correct drainage deficiencies within the County. Will include MDE and SCD Permit acquisition. Project may include re-grading roadside channels, adding or increasing drainage pipe sizes, and redirecting runoff via overland flow or storm drain systems to an appropriate outfall location. Project could also include Storm Drain and SWM infrastructure improvements to the larger, older subdivisions such as Discovery. Design consultant JMT prepared a regional stormwater management study in 1999 which identified subdivisions with drainage issues and now additional areas have been recognized by the implementation of the 311 program. The proposal for creating this project is in response to citizen complaints where detailed design work is necessary due to critical grading, slopes, and site limitations are present. Approved monies will be used to further assess community drainage in communities(i.e. Golden Beach, St. Clements Shores, Tall Timbers, and Governmental Center) Golden Beach Subdivision Phase 1 - Estimated Completion Date: 8/31/2020 FY20 Golden Beach Subdivision Phase 2 - Estimated Completion Date: 12/31/2021 FY21 St. Clements Shores - Estimated Completion Date: 8/31/2022 FY22 Tall Timbers - Estimated Completion Date: 12/31/2023 FY23 Governmental Center - Estimated Completion Date: 12/31/2024 FY24		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic benefit, and environmental stewardship. P.11-1

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ENGINEERING/SURVEY	1,100,000	200,000	200,000	200,000	200,000	150,000	150,000		
CONSTRUCTION	2,100,000	350,000	350,000	350,000	350,000	350,000	350,000		
PROPERTY/EASEMENT ACQU	150,000	25,000	25,000	25,000	25,000	25,000	25,000		
UTILITY RELOCATION	100,000		20,000	20,000	20,000	20,000	20,000		
CONTINGENCIES	140,000	15,000	25,000	25,000	25,000	25,000	25,000		
TOTAL COSTS	3,590,000	590,000	620,000	620,000	620,000	570,000	570,000		

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


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
SWM Maintenance	5,000	5,000	5,000	5,000	5,000	
TOTAL COSTS	5,000	5,000	5,000	5,000	5,000	

Project Title Retrofit Sidewalk Program	Project Number HW-2103	Classification Highways
Project Description This project is created as a consolidation of multiple existing projects of sidewalk retrofit activities. Consolidation from projects HW1403, HW1503, HW2004, and HW2102. Installation of new sidewalks in warranted locations along County roads and at County facilities; retrofit of existing sidewalks and ramps to comply with Americans with Disabilities (ADA) requirements, and major repairs of existing failed sidewalks. Includes compliance studies, design of improvements, update of transition plan, field inventory, GIS database, and post construction certification. South Shangri-La Sidewalk Retrofit: \$100,000 Design (FY2020) and \$500,000 for Construction (FY2021) Buck Hewitt Road-North Sidewalk: \$150,000 Design (FY2020) and \$1,099,000 for Construction (FY2021) Pegg Road Sidewalk Retrofit: \$100,000 Design (FY2021) and \$250,000 for Construction (FY2022) Sidewalk Retrofit and ADA Compliance (County Wide): \$190,000 Design (FY2021) and \$2,050,000 for Construction (FY-Multi) (Multiple Sites: Wildewood Blvd, Pegg Road-Additional Locations) (Walk: South Shangri-La, along Willows Road to Lancaster Park) (Repair/replacement of walks along Westbury Blvd) (Repair of walks and ramps along existing county roadways)		 <p data-bbox="816 705 1511 785">Compliance With Comprehensive Plan Section 11.5.2.A.i Construct sidewalk networks between neighborhoods, schools, parks, and other activity nodes / centers. P. 11-10</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ASSESSMENT	20,000	20,000							
ENGINEERING/SURVEY	665,000	315,000	225,000	25,000	25,000	25,000	25,000	25,000	
LAND ACQUISITION	75,000		30,000	45,000					
CONSTRUCTION	3,961,500	1,279,000	425,000	1,057,500	675,000	175,000	175,000	175,000	
MGMT/INSPECT	147,500		12,500	110,000	25,000				
MATERIAL TESTING	20,000		7,500	7,500	5,000				
UTILITY RELOCATION	75,000		25,000	50,000					
CONTINGENCIES	112,500		37,500	37,500	37,500				
AS-BUILT	25,000			15,000		10,000			
TOTAL COSTS	5,101,500	1,614,000	762,500	1,347,500	767,500	210,000	200,000	200,000	

Funding Schedule									
BONDS	380,000	380,000							
TRANSFER TAX	3,241,361	520,000	255,483	1,088,378	767,500	210,000	200,000	200,000	
IMPACT FEES									
PAY-GO	792,017	285,000	507,017						
STATE FUNDS	688,122	429,000		259,122					
FEDERAL FUNDS									
TOTAL FUNDS	5,101,500	1,614,000	762,500	1,347,500	767,500	210,000	200,000	200,000	

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
OTHER (ROADWAY MAINTENANCE COST)				4,125		
TOTAL COSTS				4,125		


Project Title Roadway & Safety Improvements	Project Number HW2101	Classification Highways
Project Description This project addresses a prioritized listing of existing County maintained roadways that are recommended for overlay, modified seal, shoulder improvements, and widening to meet the minimum eighteen (18) foot width requirement or are in need of extensive base repairs prior to overlay. Improve alignments of roads, removal of roadside hazards, earthwork operations, sight distance improvements, intersection safety/capacity improvements, guardrail installation/upgrade, utility relocations, extending the length of drainage culverts etc., to reduce the potential and severity of roadway run-off and collisions. Traffic calming, installation of special traffic control devices, and intersection improvements to improve safety and the quality of life in neighborhoods. Improvements include addressing traffic safety issues in areas where higher bicycle/horse carriage volumes have been observed, and to address the need for improved pedestrian/bicycle access. This project is a consolidation of HW1507, HW1901, HW1902, & HW1903. Roadway Base Widening: \$25,000 Design and \$241,500 for construction (FY2021); Asphalt Overlay: a total of \$3,500,000 for FY2021; Modified Seal Surface Treatment: \$140,000 Crackseal/Berm and \$704,000 for construction (FY2021); Roadway Safety Improvements: \$100,000 Guardrail/End-Treatment Retrofit (FY2021) \$50,000 for construction (FY2021)		 <p data-bbox="824 709 1515 814"> Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ASPHALT OVERLAY	26,280,000	7,780,000	3,500,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
ARCHITECT/ENGINEERING	175,890	110,890	25,000	40,000					
CONSTRUCTION/SURFACING	4,822,110	295,610	851,500	835,000	835,000	835,000	585,000	585,000	
GUARDRAIL ENDTREATMENTS	645,000	85,000	100,000	60,000	100,000	100,000	100,000	100,000	100,000
CRACKSEALING	230,000	50,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
OTHER(unanticipated and equipment rental)	2,110,000	1,450,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000
TOTAL COSTS	34,263,000	9,771,500	4,616,500	4,075,000	4,075,000	4,075,000	3,825,000	3,825,000	

Funding Schedule

BONDS	16,904,858	8,099,000	2,634,896	3,000,000	1,711,654	1,272,654	116,654	70,000	
TRANSFER TAXES	16,309,142	623,500	1,981,604	1,075,000	2,363,346	2,802,346	3,708,346	3,755,000	
PAY-GO	1,049,000	1,049,000							
TOTAL FUNDS	34,263,000	9,771,500	4,616,500	4,075,000	4,075,000	4,075,000	3,825,000	3,825,000	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026

Project Title Side-Path or Bikeways	Project Number HW2102	Classification Highways
Project Description Project to add routes throughout St. Mary's County that relate to the Maryland Bike Map. Maryland Department of Transportation (MDOT) has notified counties of the MD Bikeways Grant which can apply to planning, design, and construction. This project is being created to facilitate the MDOT Bikeway Grant. Specific site for design: Side-Path along MD4 (St. Andrews Church Road) from Wildewood Parkway to FDR Boulevard, planned to start design in fall 2020. Construction projected to begin in FY2022. MDOT is planning to start accepting grant applications in early May with a deadline in June 2020.		 <p data-bbox="820 703 1518 787">Compliance With Comprehensive Plan Section 11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P.11-10</p>
Discussion of Operating Budget Impact For supplies and materials for minor repairs to signs, surface, marking, etc. (\$3,200)		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
Engineering/Design	120,000		120,000						
Land Acquisition	20,000			20,000					
Construction	700,000			700,000					
Inspection/Project Management									
Utilities/Relocations									
Other: Signage/Landscaping	20,000				20,000				
TOTAL COSTS	860,000		120,000	720,000	20,000				

Funding Schedule									
BONDS	200,000		20,000	160,000	20,000				
TRANSFER TAXES									
IMPACTS FEES									
PAY-GO									
FEDERAL FUNDS									
STATE FUNDS-Bikeways Grant for DESIGN	100,000		100,000						
STATE FUNDS - Bikeways Grant for CONSTRUCTION	560,000			560,000					
TOTAL FUNDS	860,000		120,000	720,000	20,000				


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS			3,200			
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS			3,200			

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

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ENGINEERING/SURVEY (3 PHASES)	725,220	725,220							
CONSTRUCTION	6,043,500			1,948,500		2,127,600			1,967,400
UTILITY RELOCATION (7%)	423,045			136,395		148,932			137,718
MATERIAL TESTING/INSPECTION (3%)	181,305			58,455		63,828			59,022
CONTINGENCIES(10%)	604,350			194,850		212,760			196,740
PROPERTY/EASEMENT ACQUISITION	60,000		60,000						
TOTAL COSTS	8,037,420	725,220	60,000	2,338,200		2,553,120			2,360,880

Funding Schedule									
	Total Project	Prior Approval	Budget FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Balance to Complete
BONDS	7,977,420	725,220		2,338,200		2,553,120			2,360,880
TRANSFER TAXES	60,000		60,000						
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	8,037,420	725,220	60,000	2,338,200		2,553,120			2,360,880


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE &EQUIPMENT						
SWM MAINTENANCE			5,000	5,000	10,000	
TOTAL COSTS			5,000	5,000	10,000	

Project Title Street Lighting & Streetscape Improvements	Project Number HW-1404	Classification Highways
Project Description Provide and conduct major maintenance of neighborhood safety /security lighting, street tree plantings, and other streetscape improvements (street trees, sidewalk benches, crosswalk pavers, specialized signage etc.) along designated County roadways and in established priority funding areas, Village / Town Centers, Development Districts and approved Master Plans (i.e. Lexington Park). Project may also include the development of public/private partnerships for streetscape improvements by the Department of Economic Development. Address priority safety / security lighting needs along County roadways as identified by citizen requests, Sheriff patrols, traffic studies, etc. to help improve public safety and deter criminal activity. Retrofit existing County maintained street lighting to LED. Lighting projects are usually installed and billed by SMECO, on an individual basis. May also include existing FDR Boulevard from M235 to MD4 which currently does not have street lighting.		 <p data-bbox="812 703 1531 829"> Compliance With Comprehensive Plan Section 9.1.1.D Revitalize established business and commercial centers in designated growth areas. P. 9-7 </p>
Discussion of Operating Budget Impact Cost for electric service and maintenance is approximately \$19-\$20 per light per month. For LED 80 Watt retrofits, the operating cost is only about \$4.50 per light per month		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	45,000	45,000							
LAND ACQUISITION									
CONSTRUCTION	555,000	240,000	255,000	60,000					
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	600,000	285,000	255,000	60,000					

Funding Schedule									
BONDS									
TRANSFER TAXES	540,000	225,000	255,000	60,000					
IMPACT FEES									
PAY-GO	60,000	60,000							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	600,000	285,000	255,000	60,000					

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES (electric)	4,800					
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS	4,800					

Project Title Water Quality & Nutrient Removal	Project Number HW-2108	Classification Highways
<p>Project Description The funding change reflects revised scope as a result of MS4 analysis conclusion. Funding going forward reflects refocused effort for Highway Maintenance activities related to MS4 as well as potential capital-funded correction of stormwater management practices not functioning to meet the current commitments and support for shoreline or wetland projects to benefit the county as well as the MS4 Permit. Consolidation from project HW1201 and HW1508 due to their close-outs.</p>		
<p>Compliance With Comprehensive Plan Section 7.9.1.A.i Develop a comprehensive water quality protection framework for both point and nonpoint sources of pollution. P.7-30.</p>		
<p>Discussion of Operating Budget Impact The Comprehensive Plan supports the stewardship of the Chesapeake Bay. In conjunction with the new Stormwater Management and Comprehensive Zoning Ordinances, areas with historical drainage issues and / or governmental facility complexes will be analyzed. Maintenance associated with completed restoration projects.</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	200,000		100,000	100,000					
GIS IMPLEMENTATION/ANALYSIS									
CONSTRUCTION									
TMDL IDENTIFICATION									
DISCHARGE CHARACTERIZATION									
MANAGEMENT PROGRAM									
PHASE 2 WIP RETROFIT CONSTRUCTION	1,990,000		300,000	350,000	360,000	380,000	600,000		
TOTAL COSTS	2,190,000		400,000	450,000	360,000	380,000	600,000		

Funding Schedule


BONDS									
TRANSFER TAXES	2,190,000		400,000	450,000	360,000	380,000	600,000		
IMPACT FEES									
GENERAL FUND TRANSFER									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,190,000		400,000	450,000	360,000	380,000	600,000		

Operating Impacts

	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES COSTS						
STAFFING - FTEs						
CONTRACTED SERVICES	13,500		5,000	5,000	5,000	
SUPPLIES & MATERIALS	2,500					
OTHER						
TOTAL COSTS	16,000		5,000	5,000	5,000	

LAND CONSERVATION

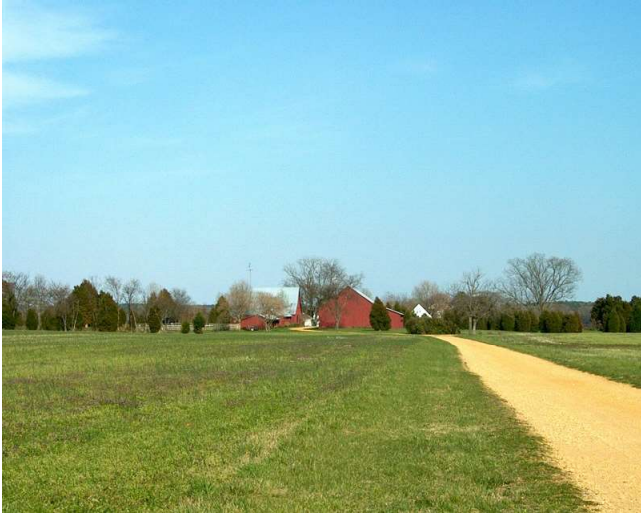


Project Title Agriculture Land Preservation Programs	Project Number AP-1701	Classification Land Conservation
<p>Project Description</p> <p>Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation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

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
EASEMENT ACQUISITION	29,149,288	10,107,470	3,333,333	3,141,697	3,141,697	3,141,697	3,141,697	3,141,697	
LAND ACQUISITIONS									
CONSULTING									
INSPECTION									
DIRECT VENDOR PAY									
TOTAL COSTS	29,149,288	10,107,470	3,333,333	3,141,697	3,141,697	3,141,697	3,141,697	3,141,697	

Funding Schedule									
TRANSFER TAXES	3,510,036	1,033,308	743,333	346,679	346,679	346,679	346,679	346,679	
AG/RECORDATION	4,322,673	1,022,673	550,000	550,000	550,000	550,000	550,000	550,000	
AG/TRANSFER	380,000	140,000	40,000	40,000	40,000	40,000	40,000	40,000	
CIGARETTE RESTITUTION FUNDS	1,040,037	1,040,037							
FOREST CONSERVATION FEE	71,452	71,452							
STATE FUNDS	15,825,090	6,800,000	2,000,000	1,405,018	1,405,018	1,405,018	1,405,018	1,405,018	
GENERAL ALLOTMENT-STATE	4,000,000			800,000	800,000	800,000	800,000	800,000	
TOTAL FUNDS	29,149,288	10,107,470	3,333,333	3,141,697	3,141,697	3,141,697	3,141,697	3,141,697	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

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

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
EASEMENT ACQUISITION	35,114,021	15,914,021	4,200,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
LAND ACQUISITION									
CONSULTING									
INSPECTION									
DIRECT VENDOR PAY									
TOTAL COSTS	35,114,021	15,914,021	4,200,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000

Funding Schedule									
TRANSFER TAXES	8,119,980	3,319,980	1,050,000	750,000	750,000	750,000	750,000	750,000	750,000
RECORDATION TAX	1,007,327	1,007,327							
AG TAX	50,000	50,000							
CIGARETTE RESTITUTION FUNDS	1,538,339	1,538,339							
FOREST CONSERVATION FEE	50,000	50,000							
STATE FUNDS	8,116,125	3,316,125	1,050,000	750,000	750,000	750,000	750,000	750,000	750,000
FEDERAL FUNDS	16,232,250	6,632,250	2,100,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
TOTAL FUNDS	35,114,021	15,914,021	4,200,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Urban Legacy Program	Project Number AP-2603	Classification Land Conservation
Project Description New development on undeveloped land in the AICUZ threatens encroachment near Patuxent Naval Air Station (PNAS). The Department of Defense (DoD) established a Readiness & Environmental Protection Integration (REPI) Program for the DoD and its partners to protect its installations, ranges, airspace, and nearby habitats, and to prevent restrictions or costly & inadequate training & testing alternatives. Use of REPI funding typically requires 50% match funding from a non-Federal source. DoD works through REPI with state and local governments, conservation organizations, and willing landowners to address these challenges to the military mission and maintain the viability of DoD installations and ranges. REPI could spend funds to purchase development rights and preserve parcels in designated growth areas near PNAS if the County created a program to provide the necessary matching funds. This proposed County Urban Legacy Program, modeled on the MD's Rural Legacy Program, would fund a County land preservation program within undeveloped urban areas that fall within the AICUZ and the Atlantic Test Range (ATR) zone. Local program administration would use a third-party non-profit land trust to seek landowners to participate, negotiate contracts, provide/process easement documentation and reports required by DOD, and to co-hold and manage easements with the Navy. County funds would be used to match up the 50% cost for REPI easement acquisition and to fund the administration, Incidentals & compliance costs.		 <p data-bbox="820 703 1510 808"> Compliance With Comprehensive Plan Section 4.5.4.B.vii Encroachment Partnering. Work with the Navy to identify and mitigate all forms of encroachment that may potentially impact base operations. </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
Easement Acquisition	1,000,000							1,000,000	
Administrative & Compliance Fee	100,000							100,000	
TOTAL COSTS	1,100,000							1,100,000	


Funding Schedule										
BONDS										
TRANSFER TAX	600,000								600,000	
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS	500,000								500,000	
TOTAL FUNDS	1,100,000								1,100,000	

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

MARINE




St. Jerome's Creek Jetties MA-1101

Project Title MD 249 St. George Island Shore Erosion/Flooding	Project Number MA-2101	Classification Marine
Project Description St. George Island has a history of flooding and in the area of MD 249 and Shaeffer Lane, there is substantial erosion occurring and intermittent flooding and overtopping of MD 249, a State road. DPW&T Staff met with SHA, MDE, DNR Critical Area Commission, Army Corps of Engineers and Delegate Brian Crosby on July 17, 2019 to discuss the situation. With so many State and Federal agencies working together, this will require considerable coordination. The consensus at the close of that meeting was that SHA would fund, design and construction the measures while the County would assist in coordination of permits and other administrative needs. The final design solution is unknown at this time as the various agencies have not yet begun any initial design, but conceptually, it may include a headland stone breakwaters system placed 35 feet channel ward, with sand nourishment and applicable marsh plantings. May also include an earthen berm for flood prevention and storm drain system with possible tidal gates to control runoff and flooding. Survey's modeling of the storm surge and fetch will help determine the final design.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 5.9.1 Facilitate and manage installation of shoreline erosion control measures.P. 5-18

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
Survey/Engineering	82,500		82,500						
Construction	550,000			550,000					
Contingencies	189,750			189,750					
TOTAL COSTS	822,250		82,500	739,750					

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
FEDERAL FUNDS									
STATE FUNDS	822,250		82,500	739,750					
TOTAL FUNDS	822,250		82,500	739,750					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title National Fish and Wildlife Foundation Grant	Project Number MA-2105	Classification Marine
Project Description The National Fish and Wildlife Foundation (NFWF) announced the National Coastal Resilience Fund Request for Proposals (RFP) earlier this year. NFWF is making investments to restore and strengthen natural systems to assist in the protection of coastal communities from the impacts of storms, floods, and other natural hazards. The funding is intended to enable the impacted communities to recover more quickly, plus enhance habitats for fish and wildlife. "NFWF's coastal resilience assessment seeks to identify areas where natural resource restoration efforts will have the greatest impact for human community resilience, as well as for fish and wildlife and identifies these types of natural areas as "Resilience Hubs". This project is consistent with the Comprehensive Plan goals and with the Maryland Coastal Zone Management Program guidelines to preserve, protect, develop, restore and enhance the coastal zone for this succeeding generations.		 <p data-bbox="824 709 1511 783"> Compliance With Comprehensive Plan Section 5.9.1 Facilitate and manage installation of shoreline erosion control measures. P.5-18 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
Engineering/Design	250,000		250,000						
Land Acquisition									
Construction	2,218,000								2,218,000
Inspection/Project Management									
Utilities/Relocations									
Other: Signage/Landscaping									
TOTAL COSTS	2,468,000		250,000						2,218,000

Funding Schedule										
BONDS	1,234,000		125,000							1,109,000
TRANSFER TAXES										
IMPACT FEES										
PAY-GO										
FEDERAL FUNDS for DESIGN	125,000		125,000							
FEDERAL FUNDS for CONSTRUCTION	1,109,000									1,109,000
TOTAL FUNDS	2,468,000		250,000							2,218,000


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026

Project Title Piney Point Lighthouse Museum Shore Erosion	Project Number MA-2102	Classification Marine
<p>Project Description Design and construct approximately 1,000 feet of a shore erosion control device along the Potomac River waterfront to provide the needed shore erosion protection to the County maintained Piney Point Lighthouse and Museum. Device could be headland breakwaters, or living shoreline, to be determined by design.</p> <p>A. Project consists of the design and installation of shore erosion control device along the actively eroding shoreline fronting Piney Point Lighthouse & Museum.</p> <p>B. Design, preparation of bid documents and inspection will be performed by the DPW&T with A/E support.</p> <p>C. The FY2022 construction costs of \$700/LF are based on recent similar projects. The projected cost is subject to further increase due to the wave climate, surge and long distance of fetch at this site.</p> <p>D. The Department of Natural Resources Shore Erosion Control Program may have interest free loan funds available for non-structural shoreline erosion control projects on public lands. Projects chosen for DNR funding are eligible to receive 100% interest free loans.</p> <p>E. Temporary placement of 200 LF of used Biologs was placed at existing pier in Late 2019.</p> <p>F. Funding via 0% DNR Loans and Coastal Resiliency grants will be pursued for this project.</p>		
		<p>Compliance With Comprehensive Plan Section 5.9.1 Facilitate and manage installation of shoreline erosion control measures. P. 5-18</p>
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
Architect/Engineering	85,000		85,000						
Construction	700,000			700,000					
Inspection	10,000			10,000					
Critical Area Mitigation	25,000			25,000					
TOTAL COSTS	820,000		85,000	735,000					

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
FEDERAL FUNDS									
STATE FUNDS	820,000		85,000	735,000					
TOTAL FUNDS	820,000		85,000	735,000					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Piney Point Road Shore Erosion	Project Number MA-2103	Classification Marine
<p>Project Description Design and construct approximately 500 feet of living shoreline along the Piney Point Road/ Island Creek waterfront to provide the needed shore erosion protection to the County maintained road.</p> <p>A. Project consists of the design and installation of living shoreline along the actively eroding shoreline adjacent to existing Piney Point Road. Supplemental beach grass plantings at the existing fringe marsh as well as critical area planting mitigation will be performed as required.</p> <p>B. Design, preparation of bid documents and inspection will be performed by the DPW&T with A/E support.</p> <p>C. The FY2021 construction costs of \$625/LF are based on recent similar projects The projected cost is subject to further increase due to the wave climate at this site.</p> <p>D. The Department of Natural Resources Shore Erosion Control Program may have interest free loan funds available for non-structural shoreline erosion control projects on public lands. Projects chosen for DNR funding are eligible to receive 100% interest free loans.</p>		
		<p>Compliance With Comprehensive Plan Section 5.9.1 Facilitate and manage installation of shoreline erosion control measures.P. 5-18</p>
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
Planning / Design	30,000		30,000						
Construction	325,000			325,000					
Inspection	5,000			5,000					
Critical Area Mitigation	12,000			12,000					
TOTAL COSTS	372,000		30,000	342,000					

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
FEDERAL FUNDS									
STATE FUNDS	372,000		30,000	342,000					
TOTAL FUNDS	372,000		30,000	342,000					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Shoreline Resiliency	Project Number MA-2104	Classification Marine
Project Description Create stable St Mary's County shoreline through various methods. Some examples of shoreline protections measures are revetments, breakwaters, living shorelines, seawalls, and jetties. Considerable study and design work is needed prior to moving into construction and the cost various considerably depending upon the physical location of project in relation to the fetch, wave action, and storm surge. This study will update the general shoreline migration plans from the existing 2004 study and inventory issues for County owned property, facilities and infrastructure.		 <p data-bbox="818 705 1451 785">Compliance With Comprehensive Plan Section 5.9.1 Facilitate and manage installation of shoreline erosion control measures.P. 5-18</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
Study of Shorelines along County Land	50,000		50,000						
Engineering/Design	100,000			100,000					
Construction	1,000,000							1,000,000	
TOTAL COSTS	1,150,000		50,000	100,000				1,000,000	

Funding Schedule									
BONDS	1,000,000								1,000,000
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
FEDERAL FUNDS									
STATE FUNDS - DNR Grants Gateway	150,000		50,000	100,000					
TOTAL FUNDS	1,150,000		50,000	100,000				1,000,000	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title St. Jerome's Creek Jetties	Project Number MA-1101	Classification Marine
Project Description FEASIBILITY STUDY: Original Corps concept of timber piling and composite walls came in at the above \$10 million Sec 107 Navigation cap. Corps has proposed a new concept of sand base, stone blankets and wider stone base for jetties. This concept needs to be evaluated with a feasibility study, much like the original study. Corps has estimated cost of study to be \$387,100. Cost share is 50/50 Federal/Local. Local share of \$167,100 includes \$136,350 cash and \$30,750 in-kind services. With this in mind, construction has been moved out to FY2023. DESIGN & IMPLEMENTATION: Revised cost estimates for the design & implementation (construction) are due to a new concept and include an average 19% contingency. The cost estimator will be refined as the concept moves along. As of the initial estimate, it appears the project will go over the \$10 million Sec 107 Cap. However, if the study bears that it is a good CBR (Cost vs Benefit Ratio) the project would proceed to Design and Implementation. Cost Breakdown is as follows: Design - \$716,000; Construction - \$11,693,000; Construction Management/EN during construction - \$410,000 for a total of \$12,819,000.		
		Compliance With Comprehensive Plan Section 5.9.1 Facilitate and manage installation of shoreline erosion control measures.P. 5-18
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
COMPLETE FEASIBILITY STUDY	387,100	220,000	167,100						
PLANS & SPECIFICATIONS	716,000			716,000					
LAND ACQUISITION/LERRD									
CONSTRUCTION OF JETTIES	11,693,000				5,846,500	5,846,500			
US TREASURY PAYBACK	410,000				205,000	205,000			
DMP SITE LEASE/CLOSEOUT	255,000	255,000							
TOTAL COSTS	13,461,100	475,000	167,100	716,000	6,051,500	6,051,500			

Funding Schedule									
BONDS	2,932,175	189,075	9,100		1,367,000	1,367,000			
TRANSFER TAXES	308,025	177,350	59,075	71,600					
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS	10,180,775	83,825	83,550	644,400	4,684,500	4,684,500			
OTHER SOURCES	40,125	24,750	15,375						
TOTAL FUNDS	13,461,100	475,000	167,100	716,000	6,051,500	6,051,500			

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL & OIL						
TOTAL COSTS						

Project Title St. Patrick Creek Maintenance Dredge	Project Number MA-1801	Classification Marine
Project Description Federal Navigation Maintenance Dredge Project through the U.S. Army Corps of Engineers (ACOE). Design is expected to begin in FY2017. A. Staff performed field visit in Spring of 2010 as per request of Colton's Point Marina to verify severe shoaling of navigation channel. B. Army Corps of Engineers December 2009 Conditions survey confirmed field visit findings. C. Army Corps of Engineers estimates 13,000-15,000 cubic yards of dredge material needs to be dredged. Would require 3 acre Dredge Material Placement (DMP) site or alternatively, the material could be used as beach replenishment nearby as suggested by the Corps. D. ACOE estimates \$140,000 for design and \$600,000 for dredge construction. Project will require a Dredge Material Placement (DMP) site. A DMP site lease is included as a project cost; with additional cost to close-out the site in the future (estimated \$100,000 prior to FY2020). DMP costs are a 100% County responsibility. E. Staff will apply for MD Dept. of Natural Resources Waterway Improvement Grant to acquire the DMP site lease assuming beach replenishment will not be selected. F. The Corps is currently evaluating two areas at the mouth of the Creek and at St. Catherine's Island as possible beach nourishment sites. If feasible, this would relieve the County of any fiscal participation in the project. G. A bathymetric and shoreline survey was completed by the Army Corps of Engineers in August 2016 in preparation of the design should the White's Neck Creek Dredge Project move forward.		 <p data-bbox="812 703 1531 825"> Compliance With Comprehensive Plan Section 9.1.5 Encourage recreation oriented businesses.P. 9-10 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING									
DMP SITE LEASE									
DREDGING									
INSPECTION									
DMP CLOSEOUT	100,000		100,000						
MAINTENANCE FEE(10%)									
TOTAL COSTS	100,000		100,000						


Funding Schedule									
BONDS									
TRANSFER TAXES	100,000		100,000						
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	100,000		100,000						

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL & OIL						
TOTAL COSTS						

PUBLIC FACILITIES



St. Mary's Regional Airport

Project Title Adult Detention Center Upgrades, Housing and Medical Units	Project Number PF-1706	Classification Public Facilities
Project Description The Project includes: (1) The construction of a 64 bed housing unit to segregate the female population, provide swing space during the renovations, address average daily population issues, and provide some relief for future population growth. (2) The construction of a medical services unit which will include spaces for clinic, infirmary, and medical administration, new central control, and shell space. (3) Renovation of the vacated existing medical services area for Pre-trial Services office space and laundry services area. (4) Remaining upgrades identified in a prior PF 1405 project associated with HVAC and Security: Upgrading the HVAC system and heating / hot water upgrades to incorporate air-conditioning for improved air quality, staff working environment and inmate living conditions; flat roof and facility floor tile replacement; upgrade of electrical panels for the new HVAC system; kitchen floor replacement; replacement of special confinement cell doors/food chutes and food chute stainless steel upgrades to dayrooms. Security system biometric upgrades, replacement of the 1989 electronic locking control panels / mechanisms, full upgrade of the control booth consoles and central control as well as installation of IP based cameras. Anticipated project completion is June 2022. Additional costs in FY2021-FY2022 pertain to an estimated \$450,000 increase in smoke evacuation and other mechanical system cost for the existing housing areas based upon the completion of the 95% design. 30% cost estimated for FY2021 is \$135,000		 <p data-bbox="820 724 1518 808"> Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2 </p>


Discussion of Operating Budget Impact
 The costs for the relocation of inmates during construction is \$150 per inmate/day. Starting in FY2020 -26-FTE's are phased in between FY2020 and FY2022 @ an estimated \$104,901 each. FY2021 reflects FTE's and operating impact expenses, based on input from the consultant 2-8-2018. Revised utility costs of \$145,290 are based upon \$6/SF for a 24 hour facility at 24,290 SP based upon the 95% design. Personnel costs updated per

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
PLANNING/DESIGN	1,010,569	1,010,569							
CONSTRUCTION/SITE WORK	24,668,210	10,758,220	10,844,880	3,065,110					
CONST MGMT	1,402,220	882,780	269,550	249,890					
TOWN EDU IMPACT FEES	426,570		426,570						
HVAC COSTS (Housing Areas)	1,511,000	755,000	756,000						
TOTAL COSTS	29,018,569	13,406,569	12,297,000	3,315,000					

Funding Schedule

BONDS	14,419,363	6,235,363	6,526,500	1,657,500					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	928,921	928,921							
STATE FUNDS	13,670,285	6,242,285	5,770,500	1,657,500					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	29,018,569	13,406,569	12,297,000	3,315,000					

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONNEL SERVICES -FTEs \$104,901 (6 received in FY20, 20 requested for FY22)		2,223,369				
INMATE MOVEMENT, TRANSPORTATION, CENTRAL BOOKING						
SECURITY POSTS, ACTING CAPACITY, KITCHEN, LAUNDRY		1,178,650				
TEMPORARY KITCHEN AND OFFICE SPACE	40,000	278,355				
UTILITIES (INCREASE FOR NEW HOUSING AND MEDICAL)	145,740					
EQUIPMENT AND TRANSPORTATION	5,836					
TOTAL COSTS	191,576	3,680,374				


Project Title Airport Improvements	Project Number PF-1809	Classification Public Facilities
Project Description The St. Mary's County Regional Airport project provides the airfield improvements identified in the Airport Master Plan to meet the current FAA standards for the Airport Reference Code (ARC) B-II (large). The current ARC is B-II (small). The change will allow larger aircraft to access the airfield. Under this project, the existing parallel taxiway will be relocated to provide the 240-ft separation to address wingspan criteria. This project will also extend the existing 4,150-ft runway by 1,200-ft to a new overall length of 5,350-ft to address approach speed criteria. *Changes are as follows: \$3,000,000 in FY2020 Prior Approval was allocated to roads instead of airfield construction for Phase II Site Preparation (FAA AIP). \$3,000,000 in FY2021 and FY2022 is for the Hangar Access Road extension. FAA Program letter of 23 OCT 2019 revised FY21 and FY22 projects. \$8,700,000 in FY2021 for airfield construction consists of \$5,200,000 for Phase 3 and \$3,500,000 for runway overlay (FAA supplemental). \$5,700,000 in FY2022 is for Aircraft Apron expansion (FAA AIP). \$1,075,000 in FY2021 and FY2023 is for perimeter fence replacement, airfield and ramp pavement repairs. State of Maryland will only match for construction costs; design and construction management will not be funded by the State.		 <p data-bbox="820 703 1518 766"> Compliance With Comprehensive Plan Section 11.4.4.A.i Continue to support the expansion of the airport. P. 11-7 </p>

Discussion of Operating Budget Impact
 As the road and taxiway relocation projects are completed, the County will need to maintain the new Storm Water Management infrastructure provided. Storm Water Management annual maintenance costs estimated at \$9,000 annually. Additional electric costs of 416,000 due to additional airfield lighting shown as FY23.

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT / ENGINEERING	774,560	424,560	350,000						
PLANNING / SURVEY/ PLATS	100,000	100,000							
CONST. MGMT & INSPECTIONS	575,000	35,000	260,000	280,000					
OBSTRUCTION REMOVAL	1,000,000			1,000,000					
CONSTRUCTION - AIRFIELD	19,462,062	10,797,917	8,664,145						
CONSTRUCTION - HANGARS / BLDGS	1,100,000	500,000		600,000					
CONSTRUCTION - ROADS	3,000,000		250,000	2,750,000					
CONSTRUCTION - APRON & RAMP	6,195,961	462,626		5,733,335					
CONSTRUCTION - UTILITY & SITE	390,870		65,870	250,000	75,000				
MAINTENANCE & REPAIR	1,090,000		575,000	15,000	500,000				
OTHER	50,000			50,000					
TOTAL COSTS	33,738,453	12,320,103	10,165,015	10,678,335	575,000				

Funding Schedule									
BONDS	5,369,439		1,471,770	3,397,669	500,000				
TRANSFER TAXES	2,512,251	1,202,151	319,600	915,500	75,000				
IMPACT FEES									
PAY-GO	681,527	681,527							
STATE FUNDS	891,879	360,798	225,915	305,166					
FEDERAL FUNDS	24,283,357	10,075,627	8,147,730	6,060,000					
TOTAL FUNDS	33,738,453	12,320,103	10,165,015	10,678,335	575,000				

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES	9,000	9,000	9,000			
UTILITIES			16,000			
TOTAL COSTS	9,000	9,000	25,000			

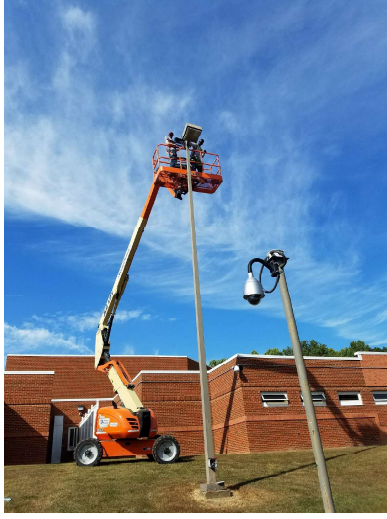
Project Title Building Maintenance and Repair Projects - Critical	Project Number PF-2107	Classification Public Facilities
Project Description This program provides funds for major equipment replacement, deferred maintenance & repair projects, system upgrades and critical maintenance and major repair items to include: building envelope, mechanical, electrical, HVAC, roofing, alarm, and security systems. Projects typically require minimal use of architect/ engineering design services. FY21 Continuing adding fire alarm systems to facilities \$50,000; Replace roof top units at Old Carver, recondition chillers at Lex Pk. Library, Potomac & Health Dept. \$200,000; EPDM roof replacement at Walter Duke Terminal Bldg. \$170,000; Unanticipated repairs \$20,000; FY22 Replace HVAC smaller split system units at Patuxent and Public Safety Bldgs. \$55,000; Lex Pk. Library shingle replacement Courthouse EPDM and Old Carver remaining section TPO roof \$353,000; Masonry point up and repairs at multiple facilities \$15,000; Unanticipated repairs \$20,000. FY23 Lex Pk. Library EPDM roof replacement and Board of Elections shingle replacement \$383,000 Masonry point up and repair at multiple facilities \$15,000 Unanticipated repairs \$20,000. FY24 Drill Hall window replacement \$90,000 Multiple facility HVAC smaller split unit replacement \$140,000 Old Hollywood EPDM roof replacement \$170,000 Masonry point up and repair at multiple facilities \$15,000 Unanticipated repairs \$20,000. FY25 Windows & doors replacement at the Arnold Bldg. \$100,000 HVAC upgrades multiple facilities \$100,000 Leonard Hall School TPO roof replacement \$180,000 Unanticipated repairs \$20,000. FY26 HVAC Unit replace \$100,000		 <p>Compliance With Comprehensive Plan Section 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
WINDOW REPLACEMENT	290,000	100,000					90,000	100,000	
ALARM SYSTEMS	110,000	60,000	50,000						
HVAC-CONST	1,010,000	415,000	200,000	55,000			140,000	100,000	100,000
ROOF/GUTTER CONST	1,816,000	380,000	170,000	353,000	383,000	170,000	180,000	180,000	
SIDING/ EXTERIOR CONST	45,000			15,000	15,000	15,000			
EQUIPMENT/CONST									
OTHER (Unanticipated)	160,000	40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
TOTAL COSTS	3,431,000	995,000	440,000	443,000	418,000	435,000	400,000	300,000	

Funding Schedule

BONDS									
TRANSFER TAXES	3,431,000	995,000	440,000	443,000	418,000	435,000	400,000	300,000	
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,431,000	995,000	440,000	443,000	418,000	435,000	400,000	300,000	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Building Maintenance and Repair Projects - Programmatic	Project Number PF-2108	Classification Public Facilities
Project Description This program provides funds for minor programmatic construction & repair projects to include carpet/tile replacement, interior painting, exterior doors, exterior shell maintenance, energy conservation measures & general maintenance items, Based on need and the criteria outlined in the Divisions Comprehensive Facilities Maintenance Plan and space needs planning. A Facilities Condition Assessment was completed in CY2014, which included a banding of priorities for funding consideration. Long-term operation cost can manifest themselves in facilities in a variety of ways. The most visible is simple deferred maintenance where systems, equipment and materials age or fail prematurely. FY2021 moved \$50,000 from painting/carpentry to equipment to cover cost for HVAC computer control upgrades & software upgrades, swipe access upgrades, panic alarm, water heater replacement, door operators & closers and other space needs/remodel costs are that not planned but need to be completed for dept. reorganizations. FY22 Added \$40,000 to Painting/Carpentry funds to capture any additional or unplanned renovations/painting not completed in FY2021. FY2023 Adding \$50,000 to cover costs for HVAC computer controls upgrades & software updates, swipe access upgrades, panic alarms, water heater replacement, door operators & closers and other space needs/remodel costs that are not planned but need to be completed for dept. reorganization. FY2024 Moved \$50,000 from Carpet/Tile to Code Compliance/ADA upgrades to cover costs associated with ADA upgrades.		 <p data-bbox="812 730 1531 852"> Compliance With Comprehensive Plan Section 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026		
CONSTRUCTION	230,000	135,000	20,000				20,000	20,000	35,000	
CARPET/TILE REPLACEMENT	1,010,000	250,000	100,000			185,000	250,000	125,000	100,000	
PAINTING/CARPENTRY	535,000	140,000	110,000	40,000			80,000	85,000	80,000	
SAFETY/SECURITY	422,000	157,000		90,000	75,000			50,000	50,000	
EQUIPMENT (includes lighting)	423,000	28,000	50,000	230,000	50,000			65,000		
CODE COMPLIANCE/ADA UPGRADES	407,000	107,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
OTHER CONTIGENCY	140,000	30,000	35,000	15,000	15,000	15,000	15,000	15,000	15,000	
PLANNING/DESIGN	100,000	50,000	50,000							
TOTAL COSTS	3,267,000	897,000	415,000	425,000	375,000	415,000	410,000	410,000	330,000	

Funding Schedule										
BONDS	590,000	590,000								
TRANSFER TAXES	2,677,000	307,000	415,000	425,000	375,000	415,000	410,000	410,000	330,000	
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	3,267,000	897,000	415,000	425,000	375,000	415,000	410,000	410,000	330,000	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title California Farmers Market	Project Number PF-2601	Classification Public Facilities
Project Description Construct a permanent structure to house the California Farmers Market. Vendors currently sell from temporary tents in the parking lot of BAE Systems. Having a structure would provide a permanent location with bathroom facilities, allow for potential year-round sales, and overall growth of the market.		<div style="text-align: center;">  </div> <p>Compliance With Comprehensive Plan Section 9.1.3.B.iii Provide increase marketing opportunities for locally grown products. P. 9-8.</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
Engineering/Survey	200,000							200,000	
Construction/Sitework	1,500,000								1,500,000
Construction Management	160,000								160,000
Contingency	100,000								100,000
TOTAL COSTS	1,960,000							200,000	1,760,000

Funding Schedule										
BONDS	1,960,000								200,000	1,760,000
TRANSFER TAXES										
IMPACT FEES										
PAY-GO										
FEDERAL FUNDS										
STATE FUNDS										
TOTAL FUNDS	1,960,000								200,000	1,760,000

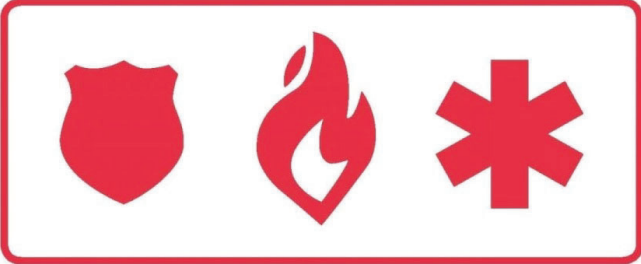
Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Emergency Communications Center Expansion	Project Number PF-2002	Classification Public Facilities
Project Description Expand the Emergency Operations Center to account for additional mission requirements and greater space needs. The expansion includes approximately 2,360 SF, consisting of 1,000 SF for office and administrative space, 820 SF to increase the lobby area, and 540 SF to increase the conference room/EOC. New construction planning phase estimate for unit cost is \$630/SF, based upon a \$3,400,000 estimate to construct the Sheriff District 4 Office, which is 5,400 SF. The District 4 Office is similar in construction type. This equates to a preliminary planning phase estimate of construction cost at \$1,487,000. Utility relocation to move waterline and sewer line in front of building is estimated at \$75,000. Design and Construction Management costs are estimated to be \$100,000 each. Geotechnical engineering and other third-party testing is estimated at \$75,000. Additional furnishings and network infrastructure costs are estimated to be \$50,000 and \$65,000 respectively. A 20% planning phase contingency has been added, which will be revised accordingly as the project progresses.		 <p data-bbox="824 709 1511 787"> Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	120,000	120,000							
CONSTRUCTION/SITE WORK	1,784,400			1,784,400					
CONSTRUCTION MANAGEMENT	120,000	50,000	70,000						
INSPECTION/TESTING	90,000		60,000	30,000					
FURNISHING/EQUIPMENT	60,000			60,000					
NETWORK INFRASTRUCTURE	78,000			78,000					
UTILITY RELOCATION	90,000		90,000						
TOTAL COSTS	2,342,400	170,000	220,000	1,952,400					

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Balance to Complete
BONDS	2,342,400	170,000	220,000	1,952,400						
TRANSFER TAXES										
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	2,342,400	170,000	220,000	1,952,400						


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Fire & Rescue Revolving Loan Fund	Project Number PF-1906	Classification Public Facilities
Project Description Volunteer Fire Departments and Rescue Squads have submitted their plan for FY2021 to FY2026 which outlines the expected loan requests they will make from the Revolving Loan Fund maintained by the County. FY2021 Request----2021----2022----2023----2024---2025----2026 Leonardtown Fire-----500,000----- Leonardtown Rescue-----150,000----- Leonardtown Rescue-----150,000----- Bay District Fire-----747,000-----765,000 Ridge VRS-----195,000----- 7th District Fire-----600,000----- Hollywood Rescue-----275,000----- Hollywood Fire-----485,000----- Total Requests -0- 897,000 1,445,000 760,000 -0- 765,000 Loans are provided at .5% Interest Rate. Term is typically seven years for Rolling Stock and fifteen years for Building costs.		
		Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING									
CONSTRUCTION	1,050,000	950,000			100,000				
LAND ACQUISITION									
INSPECTION									
DEMOLITION									
UTILITIES									
EQUIPMENT/ROLLING STOCK									
RENOVATION									
ROLLING STOCK									
TOTAL COSTS	1,050,000	950,000			100,000				

Funding Schedule									
BONDS									
TRANSFER TAXES	1,050,000	950,000			100,000				
IMPACT FEES									
PAY-GO									
FEDERAL FUNDS									
OTHER SOURCES									
STATE FUNDS									
TOTAL FUNDS	1,050,000	950,000			100,000				

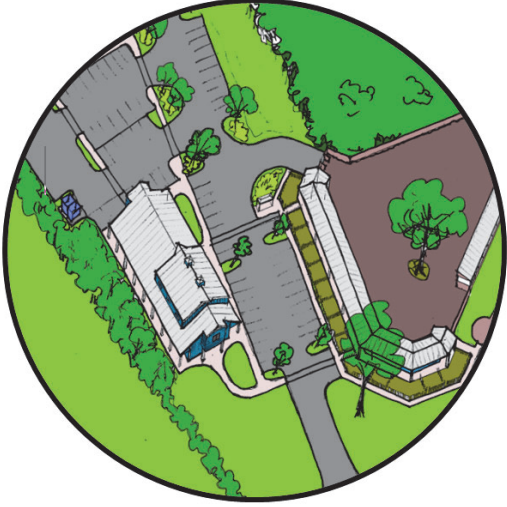
Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Health Department Renovations	Project Number PF-1904	Classification Public Facilities
Project Description Provide interior renovations of a portion of the existing facility to provide improved / more efficient public health services and direct clinical care. This will help address accreditation standards (National Public Health Accreditation Board), operational needs, and records management requirements associated with population growth and change in demographics. Project includes: (a) family consultation area with central viewing; (b) clinical area for patient evaluation and treatment to include lab, medical equipment storage, vaccination area, temperature controlled medical supply storage, direct patient care; (c) four case management consultation rooms; (d) multifunction / integrated / consolidated front entrance and lobby area with waiting rooms/children's area; (e) computer kiosk terminals for public access, enrollment, and document acquisition; (f) community education room with restroom access for approximately 30 individuals; (g) vital, medical, case management, infectious disease, and environmental health records storage and management areas; (h) ADA accessibility and life safety upgrades to the facility may be required due to the extent of the renovation work. An evaluation of the facility was performed in January 2015 with minor modification completed. Renovation costs are based on \$250 per square foot per January 2015 space needs assessment. \$880,257 of FY2022 State Bond Funding will be requested for planning and design.		 <p data-bbox="812 705 1531 783">Compliance With Comprehensive Plan Section 10.2.2.B Meet the existing and future demands of the population for community and social services. P. 10-3</p>
Discussion of Operating Budget Impact The incremental costs are for the temporary relocation of the Health Clinic and patient case management services such as WIC, Medicaid enrollment, infants & toddlers program, administrative care coordination, healthy families, healthy start, etc. into temporary trailer facilities. The services require individual rooms where a staff member could have their office, space for consultation with the client, and often space for the children.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
PLANNING/DESIGN	1,752,878	282,000		1,470,878					
RENOVATION/DEMO	105,000					105,000			
CONSTRUCTION	8,164,312				2,041,078	6,123,234			
INSPECTION/CM SERVICES	461,284			153,762	307,522				
EQUIPMENT	384,970					384,970			
OTHER CONTINGENCIES	543,500			135,875	407,625				
TOTAL COSTS	11,411,944	282,000		1,760,515	2,756,225	6,613,204			

Funding Schedule									
BONDS	5,846,973	282,000		880,258	1,378,113	3,306,602			
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	5,564,971			880,257	1,378,112	3,306,602			
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	11,411,944	282,000		1,760,515	2,756,225	6,613,204			


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES (moving)				25,000		
TRAILER FACILITY RENTAL (24months)			75,000			
UTILITIES				70,000		
RECORDS STORAGE				4,000		
OTHER (Information Technology)				28,000		
TOTAL COSTS			75,000	127,000		

Project Title North County Farmers Market	Project Number PF-1805	Classification Public Facilities
<p>Project Description</p> <p>Due to the traffic congestion created by the success of the Farmers Market at Charlotte Hall Library and the Three Notch Trail, the County purchased a 15 acre property on Thompsons Corner Road that is adjacent to the Three Notch Trail as a site for the relocation of the current produce market. The site is envisioned as a multi-use site that will accommodate a value-added market structure. A new produce market structure, a trail extension linking to the market site, parking, and public restroom facilities that would serve market the market facilities and trail users. The value-added structure would offer a commercial kitchen, a classroom, retail space and more to serve the region.</p> <p>FY2021 request includes an additional \$200,000 to replace \$200,000 transferred to the PF-2001 RAC project in July 2019 after the FY2020 budget was approved. In July 2019 the project totals for PF - 1805 were reduced to \$2,351,900.</p>		 <p>Compliance With Comprehensive Plan Section 9.1.3.B.iii Provide increase marketing opportunities for locally grown products. P. 9-8.</p>
<p>Discussion of Operating Budget Impact</p> <p>Utilities based upon \$4/SF at 4,980 SF Year Round Farm Market. The future lease under the MOU is expected to require the Non Profit entity to pay utility costs.</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
Engineering/Survey	61,392	61,392							
Appraisals/Sitework	508,000	508,000							
Construction/Sitework	1,160,832	960,832	200,000						
Construction Management	162,805	162,805							
Contingency	81,403	81,403							
Purchase related costs	133,380	133,380							
Trail extension	109,050	109,050							
Landscape buffers	50,000	50,000							
Equipment	30,000	30,000							
Land Acquisition	255,038	255,038							
TOTAL COSTS	2,551,900	2,351,900	200,000						

Funding Schedule									
BONDS	1,651,650	1,651,650							
TRANSFER TAXES	450,000	450,000							
IMPACT FEES									
PAY-GO	200,000		200,000						
STATE FUNDS	115,332	115,332							
FEDERAL FUNDS									
OTHER SOURCES	134,918	134,918							
TOTAL FUNDS	2,551,900	2,351,900	200,000						


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
MAINT COST (Alarm, Fire Ext. Testing, Pest Control)						
UTILITIES						
TOTAL COSTS						

Project Title Parking and Site Improvements	Project Number PF-1605	Classification Public Facilities
Project Description Parking area improvements, security lighting, safety, drainage and perimeter fencing and regrading improvements, facility and directional signage (Governmental Center), concrete wheel stop replacement, curb, gutter and sidewalk repairs, landscaping / synthetic mulch and other exterior features at various County locations. Project may also include minor convenience center improvements, pothole / base repairs, crack sealing, painting and restriping, parking lot expansions / repaving, and additional STS solar and standard bus stop shelters. Prior Approval : Parking lot paving and restriping of portions of the Public Works, Oakville Convenience Center circulation, Clements Convenience Center concrete pad / asphalt repairs, Recreation and Parks, County Highways, Vehicle Maintenance & Inspections Maintenance Compounds - Est. cost: \$180,000. FY 2016 funding included: Garvey Senior Center, Charlotte Hall/Lexington Park Libraries, Chancellors Run Activity Center, Public Safety building perimeter grading and parking lot paving/seal coat, sidewalk repairs at Lexington Park Library and EOC. Est. cost: \$100,000. FY2017 funding included: Seal coat and restripe various parking lots: Courthouse, EOC, Potomac Building, Arnold Building, Charlotte Hall Welcome Center, Detention Center, old Lexington Park Library, Leonard Hall School, Board of Elections, old Carver Elementary School, Lexington Park and Charlotte Hall Libraries - Est cost: \$70,000. ADDED FY21 thru FY24 Seal Coat Restripe Incl. ADA upgrades \$20,000 each year.		 <p data-bbox="812 703 1531 829">Compliance With Comprehensive Plan Section 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
DESIGN/PLANNING	30,000	30,000							
CONSTRUCTION	464,500	464,500							
SEAL, COAT & RESTRIPE Incl ADA	162,000	82,000	20,000	20,000	20,000	20,000			
MILL & REPAVE	215,000	80,000	135,000						
EQUIPMENT/LIGHTING	95,000	15,000	20,000	20,000	20,000	20,000			
OTHER -SITE REPAIRS Incl ADA	85,000	5,000	20,000	20,000	20,000	20,000			
TOTAL COSTS	1,051,500	676,500	195,000	60,000	60,000	60,000			

Funding Schedule									
BONDS									
TRANSFER TAXES	937,000	562,000	195,000	60,000	60,000	60,000			
IMPACT FEES									
PAY-GO	114,500	114,500							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,051,500	676,500	195,000	60,000	60,000	60,000			

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING-FTEs						
IMPACTON ANNUAL OPERATING BUDGET						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER (DESCRIBE SIGNIFICANT ITEMS)						
TOTAL COSTS						


Project Title Public Administration Enterprise Software Upgrade	Project Number PF-1901	Classification Public Facilities
Project Description The current Central Square (formerly H.T.E\Sungard\Superion) software was purchased in 1999 and has been upgraded numerous times over the past 18 years. The current hardware was replaced in November 2018. Best practices for a number of these modules have surpassed the capabilities of the existing software applications and significant technology enhancements have occurred in the last 18 years as noted within the Zucker Report. The project includes funding for additional hardware which would support a Windows Platform. The county utilizes a number of software modules for all Public Administration and Community Services corporate applications. Modules to be upgraded include Budget, Accounts Payable, Accounts Receivable, Procurement, Payroll, Human Resources, Land Management, Permits, Code Enforcement. The Tax Collection module is not expected to be available until 2021. Also, planned for the 2021 implementation is Advanced Scheduling (timecards) and the Enterprise Asset Management module for DPW&T. Central Square has a Windows platform that migrating to would significantly expedite the implementation time which would allow both phases to begin the migration in FY2020. Finance, Human Resources, Public Works and Transportation, and Land Use and Growth Management staff have participated in product demonstrations and are supportive of this initiative which would also fulfill several recommendations contained within the Zucker Report.		 <p>Compliance With Comprehensive Plan Section 4.5.4.B.vii.e.iv Develop plans to maintain and enhance levels of service for public safety.</p>
Discussion of Operating Budget Impact Since most of these modules are currently operational, the maintenance costs for the existing applications are likely to be comparable to any replacement application. However, the addition of an actual HR and enhanced Permitting capabilities will require additional software maintenance funding.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ENGINEERING/SURVEY									
LAND ACQUISITION									
CONSTRUCTION/SITWORK									
FURNITURE & EQUIPMENT	200,000	200,000							
OTHER	1,800,000	1,050,000	750,000						
TOTAL COSTS	2,000,000	1,250,000	750,000						

Funding Schedule

BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	2,000,000	1,250,000	750,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,000,000	1,250,000	750,000						


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SOFTWARE MAINTENANCE		100,000				
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS		100,000				

Project Title Salt Storage Facility Replacement	Project Number PF-1902	Classification Public Facilities
Project Description Replace the existing wooden salt barn facility that is in excess of 30 years old and is 10 years over the useful life expectancy. A structural evaluation was performed and the facility has been bolstered with cables to prevent collapse. In its current condition, the facility can only be filled to approximately half its 2,000 ton capacity. The salt barn also has adjacent storage areas for County highways supplies and materials. As a part of the project, it is recommended that the replacement facility be larger in size to allow an increased storage capacity (i.e. 3,000-4,000 tons). FY2021 Construction (additional funds in FY21) Base upon updated and current cost estimate received from Maryland Environmental Services on 11-8-2019. Cost include add alternates for County performed demolition and pavement.		 <p data-bbox="824 705 1511 785">Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ENGINEERING/SURVEY	156,000	145,000	11,000						
CONSTRUCTION/SITWORK	2,219,600		2,219,600						
ADJACENT LEAN-TO STORAGE	157,600		157,600						
FURNITURE & EQUIPMENT									
OTHER (SWM/passive vent system)									
CONSUITANT	47,000		47,000						
OTHER (Demo & Repaving)	123,000		123,000						
TOTAL COSTS	2,703,200	145,000	2,558,200						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Balance to Complete
BONDS	2,608,200	50,000	2,558,200						
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	95,000	95,000							
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	2,703,200	145,000	2,558,200						


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Sheriff's Headquarters Facility	Project Number PF-2101	Classification Public Facilities
Project Description Construct the following facility infrastructure to support the Sheriff's Office facility infrastructure requirements through 2040 as a result of the 2019 Sheriff's Office Master Planning study: 1)44,860 SF Headquarters Facility 2)15,000 SF Evidence Storage Building 3)40,000 SF Vehicle Evidence Storage Lot 4)Secure personnel/patrol parking lot (235 car capacity) 5)Secure patrol/overflow vehicle parking (140 car capacity) The facilities will be designed as Risk Category Four per the St. Mary's County adopted Building Code, 2015 IBC. The new facilities will occupy the 13.5 acre area in the northeast portion of the Governmental Center. Construction costs from study based upon FY22 construction start and should be escalated 3% for future years. Cost data was derived from contemporary, code compliant law-enforcement based facilities in the Mid-Atlantic Region. Most of the facilities in the sample have some form of ballistic resistance, structural hardening, advanced communication infrastructure, and critical system redundancy (i.e. emergency power). Construction cost of HQ facility is in FY2026. Evidence Storage Facility top priority for FY24.		 <p data-bbox="820 703 1518 787">Compliance With Comprehensive Plan Section 10.2.2.A.vi. Meet increasing health and public safety needs of the population. P. 10-2</p>
Discussion of Operating Budget Impact Annual cleaning costs are estimated at \$1.60 SF for all County facilities. \$73,955 for HQ Facility and \$24,720 for the Evidence Storage Building. Alarm services \$2,165, fire extinguisher testing \$125, pest control is \$885 annually for annual total cost of \$3,175. Annual utility costs at \$4/SF. The HQ Facility utilities are \$185,400. The Evidence Storage Building is \$61,800. Maintenance mechanic costs are estimated at \$1.10/SF.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
PLANNING/DESIGN	3,250,000		1,750,000			1,500,000			
CONST. HQ FACILITY	23,611,155							23,611,155	
CONST. EVIDENCE STORAGE	6,303,600					6,303,600			
UTILITIES	772,500					772,500			
INSPECTION/CONST. MNGMT	750,000		50,000		250,000		450,000		
FURNISHINGS & EQUIPMENT	927,000					127,000		800,000	
INFORMATION TECHNOLOGY	154,000					100,000		54,000	
CONTINGENCY (3%)	921,850				460,925		460,925		
TOTAL COSTS	36,690,105		1,800,000		710,925	8,803,100	910,925	24,465,155	

Funding Schedule									
BONDS	36,690,105		1,800,000		710,925	8,803,100	910,925	24,465,155	
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	36,690,105		1,800,000		710,925	8,803,100	910,925	24,465,155	

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
CONTRACTED SERVICES (Alarm, FE testing, pest control)						3,175
HQ FACILITY CLEANING COSTS						73,955
HQ FACILITY UTILITIES (Elec./Water & Sewer)						185,400
EVIDENCE STORAGE CLEANING COSTS				24,720		
EVIDENCE STORAGE UTILITIES (Elec./Water & Sewer)				61,800		
ADDITIONAL MAINTENANCE MECH COSTS (\$1.10/SF)				16,500		49,350
TOTAL COSTS				103,020		311,880

Project Title Vehicle Maintenance Facility Addition	Project Number PF-2005	Classification Public Facilities
Project Description 3,200 Square foot addition to the Vehicle Maintenance Facility to provide longer bays for larger equipment in the vehicle inventory. At \$130/Square foot, total cost is \$420,000 for construction for FY2022. Design for FY2020 is estimated at \$85,000. Renovation cost based upon STS Bus Shelter project completed in FY2013.		 <p data-bbox="818 705 1451 783"> Compliance With Comprehensive Plan Section Maintain and improve levels of efficiency and service of community facilities to meet population needs. </p>
Discussion of Operating Budget Impact \$5,000 for SWM maintenance costs and \$12,800 utility costs (\$4/SF) annually upon completion of construction in FY2023. Portable trailer purchase or rental costs indicated below.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	85,000	85,000							
CONSTRUCTION	420,000			420,000					
TOTAL COSTS	505,000	85,000		420,000					


Funding Schedule									
BONDS	420,000			420,000					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	8,500	8,500							
STATE FUNDS									
FEDERAL FUNDS	76,500	76,500							
OTHER SOURCES									
TOTAL FUNDS	505,000	85,000		420,000					

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
CONTRACTED SERVICES (SWM)			5,000			
UTILITIES			12,800			
TRAILER RENTAL		26,400				
TRAILER PURCHASE		95,000				
TOTAL COSTS		121,400	17,800			

RECREATION & PARKS




Snow Hill Park, Sandgates Road

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

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	350,000			350,000					
LAND ACQUISITION									
CONSTRUCTION	3,780,000					3,780,000			
DEMOLITION									
INSPECTION/PROJ. MGMT	80,000					80,000			
UTILITIES									
EQUIPMENT-(Picnic Tables etc.)	60,000					60,000			
OTHER									
TOTAL COSTS	4,270,000			350,000		3,920,000			

Funding Schedule									
BONDS	4,060,000			320,000		3,740,000			
TRANSFER TAXES									
IMPACT FEES - PARKS									
PAY-GO									
STATE FUNDS	210,000			30,000		180,000			
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	4,270,000			350,000		3,920,000			


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

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

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	200,000	200,000							
LAND ACQUISITION									
CONSTRUCTION	2,514,912		1,358,637	1,156,275					
DEMOLITION									
INSPECTION/PROJ. MGMT	25,000		25,000						
UTILITIES	25,000		25,000						
EQUIPMENT									
OTHER-Master Plan	54,074	54,074							
TOTAL COSTS	2,818,986	254,074	1,408,637	1,156,275					

Funding Schedule									
BONDS	1,156,275			1,156,275					
TRANSFER TAXES	250,000	250,000							
IMPACT FEES - PARKS									
PAY-GO	912,711	4,074	908,637						
STATE FUNDS									
FEDERAL FUNDS	500,000		500,000						
OTHER SOURCES									
TOTAL FUNDS	2,818,986	254,074	1,408,637	1,156,275					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING FTEs						
PERSONAL SERVICES COSTS			12,600			
CONTRACTED SERVICES			1,000			
SUPPLIES & MATERIALS			1,400			
UTILITIES			1,200			
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS			16,200			

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

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
PARK ROADS AND WALKWAYS	600,000	350,000	250,000						
CONSTRUCTION	600,000	600,000							
DEMOLITION									
UTILITIES									
FURNITURE/EQUIPMENT	14,298	14,298							
TOTAL COSTS	1,214,298	964,298	250,000						

Funding Schedule									
	Total Project	Prior Approval	Budget FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Balance to Complete
BONDS	364,298	364,298							
TRANSFER TAXES									
IMPACT FEES - PARKS									
STATE FUNDS	600,000	600,000							
PAY-GO	250,000		250,000						
TOTAL FUNDS	1,214,298	964,298	250,000						


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES AND MATERIALS	1,500					
TOTAL COSTS	1,500					

Project Title Multi-Purpose Synthetic/Turf Fields	Project Number RP-1704	Classification Recreation and Parks
Project Description The revised Chaptico Park Phased Development project will include six (6) multi-purpose synthetic fields with lights. The fields will be funded at the following parks in FY2020 & FY2021; Chaptico Park FY2020 (1) field FY2021 (1) field; Chancellors Run Park FY2020 (1) field FY2021 (1) field; Lancaster Park FY2020 (1) field FY2021 (1) field The fields will provided safe year round play for soccer, lacrosse, field hockey and football. These fields will also allow for overnight tournament play. Public Private Partnership FY2021 funding of the fields may be contingent on St. Mary's Soccer funding additional grass fields which includes field renovation, grass turf seeding and sprigging, and irrigation network for four (4) game fields. The County will provide up to two wells where needed at a cost of approximately \$80,000.		 <p data-bbox="820 703 1518 819"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact \$9,000 for hourly employees for additional usage under the lights. Savings from grass cutting will cover the cost of turf maintenance, supplies and materials.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	175,000	175,000							
LAND ACQUISITION									
CONSTRUCTION	7,086,412	3,371,412	3,715,000						
DEMOLITION									
INSPECTION/PROJ. MGMT	150,000	75,000	75,000						
UTILITIES									
EQUIPMENT-Picnic Tables	45,000	30,000	15,000						
OTHER	320,000	320,000							
TOTAL COSTS	7,776,412	3,971,412	3,805,000						

Funding Schedule									
BONDS	4,905,000	1,100,000	3,805,000						
TRANSFER TAXES	236,212	236,212							
IMPACT FEES									
PAY-GO	2,095,200	2,095,200							
STATE FUNDS	540,000	540,000							
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	7,776,412	3,971,412	3,805,000						


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES	11,600					
SUPPLIES & MATERIALS	750					
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS	12,350					

Project Title Myrtle Point Park	Project Number RP-2005	Classification Recreation and Parks
Project Description The 192-acre property on the Patuxent River was acquired for a county park in January 1997 and has been open for public use for hiking, picnicking, nature study and other passive uses since that time. The Commissioners of St. Mary's County adopted a park master plan in October 2005 that formally established Myrtle Point as a nature park. Park facilities and amenities presented in the master plan include a canoe and kayak launch, picnic areas, trails, restrooms, environmental boardwalks, parking, and shoreline access. Funding is requested in FY2020 for design and engineering and park development in FY2022.		 <p data-bbox="812 703 1531 829"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact Operating impacts include grass cutting.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	275,000	275,000							
LAND ACQUISITION									
CONSTRUCTION	2,872,500	60,000		2,812,500					
DEMOLITION									
INSPECTION/PROJ. MGMT.	80,000			80,000					
UTILITIES									
EQUIPMENT -Picnic Tables	7,500			7,500					
OTHER CONTINGENCY									
TOTAL COSTS	3,235,000	335,000		2,900,000					

Funding Schedule									
BONDS	2,650,000			2,650,000					
TRANSFER TAXES	275,000	275,000							
IMPACT FEES - PARKS									
PAY-GO	60,000	60,000							
STATE FUNDS									
FEDERAL FUNDS	250,000			250,000					
OTHER SOURCES									
TOTAL FUNDS	3,235,000	335,000		2,900,000					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING FTEs						
PERSONAL SERVICES COSTS						
GRASS & GROUNDS				15,000		
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS				15,000		

Project Title Park Land and Facility Acquisition	Project Number RP-1404	Classification Recreation and Parks
Project Description Utilizing Local Program Open Space (POS) funds, this project enables property acquisition for County parks, public landings, and recreation facilities. Several potential acquisition projects are included in both 2012 and 2017 Land Preservation, Parks, and Recreation Plans adopted by the Commissioners of St. Mary's County. Those projects include land for expanded parking at Wicomico Shores Public Landing; Patuxent River Waterfront Park and Public Landing; park land acquisition in Lexington Park; central and lower Patuxent Public Landing; trail related acquisitions; museum related acquisitions; and land acquisition for an indoor recreation center.		 <p data-bbox="812 703 1531 825"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact No operating budget impact until park is developed.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING									
LAND ACQUISITION	2,007,783	775,628	246,431	246,431	246,431	246,431	246,431		
CONSTRUCTION									
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER -Master Plan									
TOTAL COSTS	2,007,783	775,628	246,431	246,431	246,431	246,431	246,431		

Funding Schedule										
BONDS										
TRANSFER TAXES										
IMPACT FEES - PARKS	7,950	7,950								
PAY-GO										
STATE FUNDS	1,999,833	767,678	246,431	246,431	246,431	246,431	246,431			
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	2,007,783	775,628	246,431	246,431	246,431	246,431	246,431			


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Recreation Facilities and Park Improvements	Project Number RP-2103	Classification Recreation and Parks
Project Description This project addresses capital improvements at existing recreation facilities and parks. FY2021: ASPHALT OVERLAY & STRIPING- overlay Three Notch Trail at Parks & parking lot striping at CRRP \$165,000; ATHLETIC FIELD FENCING- replacing fencing on (7) total fields at Dorsey & Baggett Parks \$170,000; ATHLETIC FIELDS LIGHTS- new lights @ 5th District park baseball/softball field- \$200,000; BASKETBALL COURTS- renovate courts @ Baggett Park- \$70,000; BLEACHERS- new bleachers @ Margaret Brent Recreation Center \$13,000; CONCESSION BUILDINGS- replace roof @ Lancaster Park and serving window @ Chancellors Run Regional Park- \$45,000; FOOTBALL FIELDS- replace goals at 5th District Park- \$7,500; IRRIGATION- renovate at CRRP- \$7,000; PLAYGROUNDS- replacement at Lancaster Park- \$500,000 of which \$350,000 will be POS State Funding; RESTROOMS- renovate @ Margaret Brent & Leonard Hall Recreation Centers & Great Mills Pool \$100,000; TENNIS COURTS- replace lights @ Town Creek- \$110,000; renovate courts at Baggett park & Wicomico Shores- \$120,000; WICOMICOM IMPROVEMENTS- completed cart path project, upgrade irrigation system: equipment \$378,000 FY2022: Playground - \$300,000; Wicomico Improvements - \$150,000; Asphalt overlay - \$100,000; Athletic lights - \$380,000; Irrigation - \$10,000 FY2023: Tennis court refurbishing and park roads and walkways - \$285,000.		 <p>Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5</p>
Discussion of Operating Budget Impact Electric for new lighting systems on athletic fields is \$7,500 in FY2020.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
PARK IMPROVEMENTS & FENCING	239,500		229,500	10,000					
WICOMICOM GOLF COURSE IMPROVEMENTS	528,000		378,000	150,000					
COURT REFURBISHING	310,000		190,000		120,000				
BALLFIELD LIGHTING	580,000		200,000	380,000					
RESTROOMS	100,000		100,000						
PLAYGROUNDS	800,000		500,000	300,000					
PARK ROADS & WALKWAYS	825,000		165,000	100,000	165,000	215,000	180,000		
EQUIPMENT - BLEACHERS	13,000		13,000						
CARVER RECREATION CENTER IMPROVEMENTS									
LEONARD HALL RECREATION CENTER PAINT	60,000					60,000			
TOTAL COSTS	3,455,500		1,775,500	940,000	285,000	275,000	180,000		

Funding Schedule									
BONDS	2,065,500		1,425,500	640,000					
TRANSFER TAXES	1,040,000			300,000	285,000	275,000	180,000		
STATE - POS FUNDING	350,000		350,000						
TOTAL FUNDS	3,455,500		1,775,500	940,000	285,000	275,000	180,000		


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
CONTRACTED SERVICES(GRASS CUTTING)						
OTHER(ELECTRIC)						
TOTAL COSTS						

Project Title Recreation/Community Center	Project Number RP-2004	Classification Recreation and Parks
Project Description This project would construct a multiple use Recreation Center. The facility may include a gymnasium, fitness center, competitive gymnastics training room, Wi-Fi, locker rooms, restrooms, storage, basketball courts, multi-purpose rooms (2), meeting/social hall, catering kitchen, office spaces and vehicle parking. The project proposes A & E to identify needs prior to selecting a location and determining the facility and programmatic requirements in FY2020, design and engineering in FY2022 and construction in FY2025. On April 9, 2019, approval was given to work with the YMCA of the Chesapeake to bring a YMCA to St. Mary's County. As the plan develops, the CIP will be updated.		 <p data-bbox="820 703 1518 808"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ENGINEERING/SURVEY	525,000	75,000		450,000					
LAND ACQUISITION									
CONSTRUCTION/SITWORK	14,000,000						14,000,000		
CONSTRUCTION MANAGEMENT	200,000						200,000		
FURNITURE & EQUIPMENT	200,000						200,000		
OTHER	1,400,000						1,400,000		
TOTAL COSTS	16,325,000	75,000		450,000			15,800,000		

Funding Schedule									
BONDS	11,050,000			450,000				10,600,000	
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	75,000	75,000							
STATE FUNDS	200,000						200,000		
FEDERAL FUNDS									
OTHER SOURCES	5,000,000						5,000,000		
TOTAL FUNDS	16,325,000	75,000		450,000			15,800,000		


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

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

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	292,966	292,966							
LAND ACQUISITION									
CONSTRUCTION	2,280,000					2,280,000			
DEMOLITION									
INSPECTION/PROJ. MGMT	80,000					80,000			
UTILITIES									
EQUIPMENT- Picnic Tables, etc.									
OTHER- Master Plan	75,000	75,000							
TOTAL COSTS	2,727,966	367,966				2,360,000			

Funding Schedule									
	Total Project	Prior Approval	Budget FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Balance to Complete
BONDS	2,727,966	367,966				2,360,000			
TRANSFER TAXES									
IMPACT FEES - PARKS									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,727,966	367,966				2,360,000			


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Snow Hill Park	Project Number RP-1901	Classification Recreation and Parks
Project Description Design and construct a new waterfront park. The park is envisioned to include, but not limited to: hiking and nature trails, forested/conservation areas and nature interpretation, fishing, canoeing and kayaking, motorized boat ramp and pier, picnic areas, playground, flexible use practice athletic fields, parking and restrooms. Funding for a determination of eligibility for the property to inventory its historic resources was allocated in FY2019. Funding for a master plan is requested in FY2020, design in FY2021 and construction in FY2022 and FY2023.		
Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced parks and recreation facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	575,000	300,000	275,000						
CONSTRUCTION	5,870,000			2,900,000	2,970,000				
DEMOLITION									
INSPECTION/PROJECT MANAGEMENT	100,000			100,000					
EQUIPMENT AND FURNITURE	30,000				30,000				
TOTAL COSTS	6,575,000	300,000	275,000	3,000,000	3,000,000				

Funding Schedule									
BONDS	4,830,000	150,000		2,340,000	2,340,000				
TRANSFER TAXES									
IMPACT FEES - PARKS	630,000	150,000	160,000	160,000	160,000				
PAY-GO	115,000		115,000						
STATE FUNDS	1,000,000			500,000	500,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	6,575,000	300,000	275,000	3,000,000	3,000,000				


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
SUPPLIES AND MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

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

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ENGINEERING/SURVEY	422,000	422,000							
LAND ACQUISITION									
CONSTRUCTION/SITWORK	5,615,000			3,302,500			2,312,500		
CONSTRUCTION MANAGEMENT	230,000			172,500			57,500		
FURNITURE & EQUIPMENT (IT)	100,000						100,000		
OTHER-CONTINGENCY	925,000			693,750			231,250		
TOTAL COSTS	7,292,000	422,000		4,168,750			2,701,250		

Funding Schedule									
BONDS	4,780,000	370,000		2,668,750				1,741,250	
TRANSFER TAXES	52,000	52,000							
IMPACT FEES - PARKS	160,000						160,000		
PAY-GO									
STATE FUNDS	803,569			503,569			300,000		
FEDERAL FUNDS									
OTHER SOURCES (Private Partnership)	1,496,431			996,431			500,000		
TOTAL FUNDS	7,292,000	422,000		4,168,750			2,701,250		

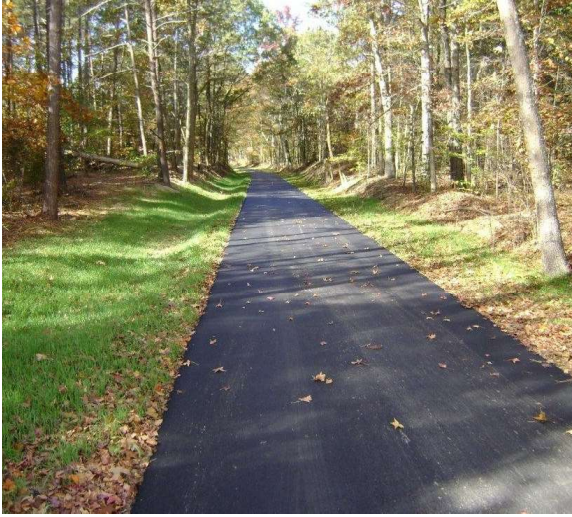
Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING-FTEs						
PERSONAL SERVICES COSTS			75,000			
SUPPLIES & MATERIALS						
UTILITIES			50,000			
GRASS & GROUNDS			25,000			
OTHER						
TOTAL COSTS			150,000			

Project Title St. Clement's Island Museum Renovations	Project Number RP-1401	Classification Recreation and Parks
Project Description This multi-phase project will address museum building renovations, overflow parking, public access, health, and safety issues as well as update exhibit and interpretive spaces at the St. Clement's Island Museum, the site "Where Maryland Begins." Funding was approved in FY2017 for a conceptual design of the interior museum exhibit and public spaces. Funding was allocated in FY2019, FY2020. The FY21 and FY22 requests include additional funding due to the project significantly being altered to a new two-story facility built with the same first floor footprint. Prior Approval: - Replaced guttering around the museum building (\$2,485). Professional services to produce a conceptual design that updates the interior museum exhibit and public spaces - \$30,000. FY2019: Renovate St. Clement's Island Museum building to include construction preparation - \$100,000; exhibit design - \$45,000; relocation and storage expenses - \$20,000 and project management - \$16,500. FY2020: Complete renovations of St. Clement's Island Museum building - \$700,000; project management - \$70,000; exhibit fabrication and preparation for installation- \$170,500. FY2021: Construction \$550,000; project management \$70,000 FY2022: New exhibit installation - \$100,000; return staff to renovated building and workstation set-up - \$50,000; project management - \$15,000; and overflow parking - \$165,000.		
Discussion of Operating Budget Impact \$8,000 will be needed in FY2021 for electric.		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	75,000	75,000							
LAND ACQUISITION									
CONSTRUCTION	1,753,985	992,985	550,000	211,000					
DEMOLITION									
INSPECTION/PROJ. MANAGEMENT	171,500	86,500	70,000	15,000					
EQUIPMENT	4,000			4,000					
OTHER- Plans and Exhibits	100,000			100,000					
TOTAL COSTS	2,104,485	1,154,485	620,000	330,000					

Funding Schedule									
BONDS	686,750	566,750		120,000					
TRANSFER TAXES	32,485	32,485							
IMPACT FEES - PARKS	180,000	20,000		160,000					
PAY-GO	620,000		620,000						
FEDERAL FUNDS	85,250	85,250							
STATE FUNDS	500,000	450,000		50,000					
TOTAL FUNDS	2,104,485	1,154,485	620,000	330,000					

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES		8,000				
OTHER						
TOTAL COSTS		8,000				

Project Title Three Notch Trail - Phase Eight	Project Number RP-2104	Classification Recreation and Parks
Project Description Phase Eight: MD 245 Hollywood Road to Friendship School Road. This project continues development of the Three Notch Trail (TNT), a 10 ft. wide multi-use trail on the former railroad right-of-way. Funding requested in FY2021 will enable design and engineering of Phase Eight, a four and one-half mile section from MD 245 Hollywood Road to Friendship School Road. Funding for construction will be requested in 2023. The TNT will enable walking, bicycling, running and roller blading. The trail will also serve as a transportation alternative from residential neighborhoods to shopping, restaurants, and businesses.		 <p data-bbox="812 703 1531 825"> Compliance With Comprehensive Plan Section 11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10 </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	350,000		350,000						
LAND ACQUISITION									
CONSTRUCTION	4,950,000				4,950,000				
DEMOLITION									
INSPECTION/PROJ. MGMT	90,000				90,000				
UTILITIES									
EQUIPMENT									
OTHER: SIGNAGE/LANDSCAPING	60,000				60,000				
TOTAL COSTS	5,450,000		350,000		5,100,000				

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

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

SOLID WASTE



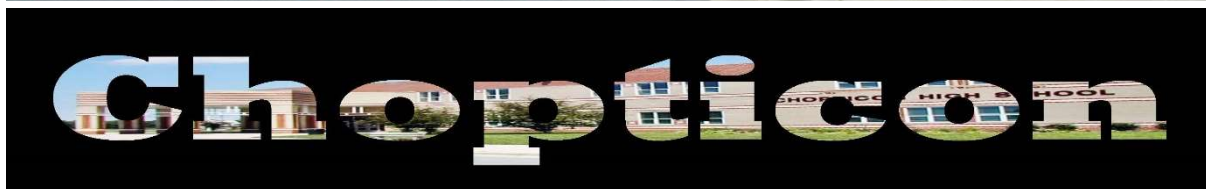
Project Title Clements Convenience Center Improvements	Project Number SW-1901	Classification Solid Waste
Project Description Completion of planned site expansion to improve operations at the Clements Convenience Center. Includes a wall extension to allow a second trash compactor, relocation of attendant booth, pavement widening to improve vehicle movements, and stormwater management improvements. Added design and construction cost for new Storm Water Management facilities.		 <p data-bbox="812 703 1531 787">Compliance With Comprehensive Plan Section 10.2.2.A.v Meet increasing demand for solid waste management through use of traditional and innovative methods. P.10-1</p>
Discussion of Operating Budget Impact \$5,000 annual cost for SWM maintenance starting in FY2022 after completion of construction.		


Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
CONSTRUCTION	545,000		545,000						
STORM WATER MGMT	120,000		120,000						
DESIGN	80,000	80,000							
ENGINEERING/SURVEY									
LAND AQUISITION									
CONTINGENCY	50,000	50,000							
TOTAL COSTS	795,000	130,000	665,000						

Funding Schedule										
BONDS	80,000	80,000								
TRANSFER TAXES	50,000	50,000								
IMPACT FEES										
PAY-GO	665,000		665,000							
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	795,000	130,000	665,000							

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES		5,000				
SUPPLIES & MATERIALS						
UTILITIES						
TOTAL COSTS		5,000				

ST. MARY'S COUNTY PUBLIC SCHOOLS




Project Title Aging School Program	Project Number PS-2106	Classification St. Mary's County Public Schools
Project Description Maryland's Aging Schools Program (ASP) is a state grant program funded from proceeds from State general obligation bonds. Eligible projects are restricted to those having at least a 15-year anticipated lifespan. These grant funds are distributed at the beginning of each fiscal year for eligible projects and expenditures for capital improvements to public school buildings and sites that, when completed, would protect the school building from deterioration, improve the safety of students and staff, and enhance the delivery of educational programs. These grant funds are distributed at the beginning of each fiscal year for eligible projects. Projects are reviewed and identified for submission based on the Capital Plan and the Comprehensive Maintenance Plan for Educational Facilities.	<div style="text-align: center;">  </div> <p>Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>	
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	49,000	42,000	7,000						
LAND ACQUISITION									
CONSTRUCTION	367,000	317,000	50,000						
DEMOLITION									
INSPECTION/ PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	416,000	359,000	57,000						

Funding Schedule									
BONDS									
TRANSFER TAXES	21,000	21,000							
IMPACT FEES									
PAY-GO	28,000	21,000	7,000						
STATE FUNDS	367,000	317,000	50,000						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	416,000	359,000	57,000						


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING- FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Building Infrastructure - Critical	Project Number PS-1804	Classification St. Mary's County Public Schools
Project Description This program provides funds for major replacement, deferred maintenance and repair projects, system upgrades, and critical maintenance and repairs to critical building components to include: air handlers, chillers, cooling towers, fire alarms, oil tanks, water feeds, well pumps, and fields/grounds. Project list to be finalized by December 2019. FY 2021: Margaret Brent M.S. Water Feed - \$75,000, Lettie Marshall Dent E.S. Cooling Tower - \$148,000, Fields/Grounds - \$370,000, Leonardtown H.S. Auditorium Seating - \$400,000, HVAC Network Controls (Chopticon H.S., Esperanza M.S., Leonardtown H.S., Lettie Marshall Dent E.S., Piney Point E.S., White Marsh E.S.) - \$190,000 FY 2022: White Marsh E.S. Plumbing - \$35,000, Great Mills H.S. Chiller and Cooling Tower - \$575,000, Hollywood E.S. Well/Pump - \$40,000, Fields/Grounds - \$220,000, Chopticon H.S. Cooling Tower - \$154,000 FY 2023: Ridge E.S. Air Handlers - \$264,000, Fields/Grounds - \$220,000, Chopticon H.S. Building Envelope - \$75,000, Hollywood E.S. Generator - \$126,000 FY 2024: Lettie Marshall Dent E.S. Well Pump Replacement - \$65,000, Green Holly E.S. Lift Station - \$50,000, Green Holly E.S. Generator - \$70,000, Fields/Grounds - \$170,000, LHS Generator - \$200,000 FY 2025: Emergency Generator Replacements: Chopticon H.S. - \$196,000, Great Mills H.S. - \$142,000, Esperanza M.S. - \$145,000, Fields/Grounds - \$170,000 FY 2026: Benjamin Banneker E.S. ECC Fuel Tank - \$160,000,		 <p>Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	140,000	50,000	15,000	15,000	15,000	15,000	15,000	15,000	
LAND ACQUISITION									
CONSTRUCTION	6,090,000	1,750,000	1,168,000	1,009,000	670,000	540,000	638,000	315,000	
DEMOLITION									
INSPECTION / PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER -CONTINGENCY									
TOTAL COSTS	6,230,000	1,800,000	1,183,000	1,024,000	685,000	555,000	653,000	330,000	

Funding Schedule									
BONDS	4,817,000	741,000	1,183,000	1,024,000	421,000	465,000	653,000	330,000	
TRANSFER TAXES	1,413,000	1,059,000			264,000	90,000			
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	6,230,000	1,800,000	1,183,000	1,024,000	685,000	555,000	653,000	330,000	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Building Infrastructure - Programmatic	Project Number PS-1805	Classification St. Mary's County Public Schools
Project Description This program provides funds for programmatic construction and repairs of projects identified in the Comprehensive Maintenance Plan for Educational Facilities for life cycle replacement, to include: site paving, playgrounds, and flooring. Anticipated projects typically require minimal design services. Project list to be finalized by December 2019. FY 2021: Greenview Knolls E.S. & Great Mills H.S. Paving \$575,000 (\$90,000, \$485,000), Hollywood E.S. & Park Hall E.S. Flooring - \$121,000 (\$38,000, \$83,000), Playgrounds \$250,000 FY 2022: Chopticon H.S., Esperanza M.S., Leonardtown H.S., Piney Point E.S. Flooring - \$656,000 (\$286,000, \$71,000, \$210,000, \$89,000), Chopticon H.S. Paving - \$730,000, Fields/Grounds \$150,000 FY 2023: G.W. Carver E.S., Greenview Knolls E.S., L.M. Dent E.S., Ridge E.S., Flooring - \$195,000 (\$35,000, \$90,000, \$35,000, \$35,000) Dynard E.S., G.W. Carver E.S., Hollywood E.S. Paving - \$331,000 (\$118,000, \$107,000, \$106,000) FY 2024: Benjamin Banneker E.S., Chopticon H.S., Leonardtown E.S. Flooring - (\$38,000, \$62,000, \$38,000) Benjamin Banneker E.S., Green Holly E.S., Lexington Park E.S. Paving - \$354,000 (\$47,000, \$190,000, \$117,000) FY 2025: Ridge E.S., Forrest Center Paving - \$760,000 (\$128,000, \$632,000), Chopticon H.S. Locker Room Plumbing - \$15,000 FY 2026: Benjamin Banneker E.S. ECC (tile), Benjamin Banneker E.S. ECC, Fairlead Academy I, Forest Center Flo Margaret Brent M.S. Paving - \$414,000 (\$110,000, \$304,000), Greenview Knolls E.S. & White Marsh E.S. Fire Alarm-\$114,000		
		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2021	FY2022	FY2023	FY2024	FY2025	
ARCHITECT/ENGINEERING	96,000	36,000	10,000	10,000	10,000	10,000	10,000	10,000	
LAND ACQUISITION									
CONSTRUCTION	7,907,000	2,983,000	936,000	1,526,000	516,000	482,000	765,000	699,000	
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
OTHER- CONTINGENCY									
TOTAL COSTS	8,003,000	3,019,000	946,000	1,536,000	526,000	492,000	775,000	709,000	

Funding Schedule									
BONDS	4,766,032	661,000	894,000	1,066,032	316,000	345,000	775,000	709,000	
TRANSFER TAXES	3,184,968	2,358,000		469,968	210,000	147,000			
IMPACT FEES									
PAY-GO	52,000		52,000						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	8,003,000	3,019,000	946,000	1,536,000	526,000	492,000	775,000	709,000	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING-FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Chopticon High School - HVAC Systemic Renovation	Project Number PS-2401	Classification St. Mary's County Public Schools
Project Description This project is for the replacement of the HVAC system for the building, last updated in 2000. At the time of completion of the project, the system will be 26 years old. Maintenance monitors the system and provides repairs on an as-needed basis, pending the replacement. Local funds are being requested in FY 2024 for completion of a study in advance of the project.	 <p data-bbox="820 730 1474 810">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>	
Discussion of Operating Budget Impact Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026		
ARCHITECT/ENGINEERING	1,904,000						125,000	889,000	890,000	
LAND ACQUISITION										
CONSTRUCTION	19,274,000							223,000	12,127,000	6,924,000
DEMOLITION										
INSPECTION/PROJ. MGMT	10,000								10,000	
UTILITIES	15,000								15,000	
EQUIPMENT										
OTHER										
TOTAL COSTS	21,203,000						125,000	1,112,000	13,042,000	6,924,000

Funding Schedule										
BONDS	10,775,000							1,112,000	5,692,000	3,971,000
TRANSFER TAXES	125,000						125,000			
IMPACT FEES										
PAY-GO										
STATE FUNDS	10,303,000								7,350,000	2,953,000
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	21,203,000						125,000	1,112,000	13,042,000	6,924,000


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Chopticon High School - Soil Erosion	Project Number PS - 2105	Classification St. Mary's County Public Schools
Project Description This project provides design and construction funding to correct and control soil erosion at the rear of the building as it relates to Locust Run. A project scope has been identified working with local and state officials that will address the stabilization of the site. The total budget for this project is \$350,000. The budget includes \$94,654 that is being funded through the FY2019 St. Mary's County Public Schools end of year fund balance.		 <p data-bbox="816 699 1524 825"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	50,000		50,000						
LAND ACQUISITION									
CONSTRUCTION	205,346		205,346						
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	255,346		255,346						

Funding Schedule									
BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	255,346		255,346						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	255,346		255,346						

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						


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

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	651,000	531,000	120,000						
LAND ACQUISITION									
CONSTRUCTION	8,334,000		7,072,000	1,262,000					
DEMOLITION									
INSPECTION/PROJ. MGMT.	25,000		25,000						
UTILITIES	25,000		25,000						
EQUIPMENT									
TOTAL COSTS	9,035,000	531,000	7,242,000	1,262,000					

Funding Schedule

BONDS	4,639,000	531,000	2,846,000	1,262,000					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	4,396,000		4,396,000						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	9,035,000	531,000	7,242,000	1,262,000					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES			11,933			
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS			11,933			

Project Title Great Mills High School - Partial Roof Replacement	Project Number PS-2103	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the Comprehensive Maintenance Plan for Educational Facilities, the roof replacement projects are reviewed. This project will replace approximately 125,652 square feet of existing bituminous roof that is failing. This project does not include the area (90,982) of the partial roof replacement project funded in FY 2019/FY 2020. This area of the roof was last replaced in 1997 as part of the addition/renovation project and will be 27 years old at the time of replacement. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement. Local funds are being requested in FY 2021 for completion of a study and partial design in advance of the project.		 <p data-bbox="818 730 1468 810">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	508,000		42,000			233,000	233,000		
LAND ACQUISITION									
CONSTRUCTION	9,960,000					649,000	9,311,000		
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000					10,000			
UTILITIES	15,000					15,000			
EQUIPMENT									
OTHER									
TOTAL COSTS	10,493,000		42,000			907,000	9,544,000		

Funding Schedule									
BONDS	5,349,000					907,000	4,442,000		
TRANSFER TAXES	42,000		42,000						
IMPACT FEES									
PAY-GO									
STATE FUNDS	5,102,000						5,102,000		
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	10,493,000		42,000			907,000	9,544,000		


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
SUPPLIES & MATERIALS						
PERSONAL SERVICES COSTS						
UTILITIES						
TOTAL COSTS						

Project Title Green Holly Elementary School - Roof/HVAC Systemic Renovation	Project Number PS-2301	Classification St. Mary's County Public Schools
Project Description As part of the annual update of the Comprehensive Maintenance Plan, the roof and HVAC replacement projects are reviewed. This project will replace 46,450 square feet of existing bituminous roof on Building A that is failing and 6,185 square feet of existing bituminous roof on Building B that is failing. This project does not include the area (51,740 square feet) of Building B that was funded for replacement in FY 2019/FY 2020. The Building A roof was last replaced in 1992 and will be 33 years old at the time of replacement. The subject portion of the Building B roof was last replaced in 1999 and at the time of completion will be 26 years old. The project also includes the replacement of the HVAC system for Building B, which was last replaced in 1992. At the time of completion of the project, the system will be 32 years old. Maintenance monitors the roof and HVAC system and provides repairs on an as-needed basis, pending the replacements. Local funds are being requested in FY 2023 for completion of a study and partial design in advance of the project.		 <p data-bbox="824 730 1511 814"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	865,500				59,000	708,000	98,500		
LAND ACQUISITION									
CONSTRUCTION	9,276,500					195,000	9,081,500		
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000						10,000		
UTILITIES	15,000						15,000		
EQUIPMENT									
OTHER									
TOTAL COSTS	10,167,000				59,000	903,000	9,205,000		

Funding Schedule									
BONDS	5,187,000					903,000	4,284,000		
TRANSFER TAXES	59,000				59,000				
IMPACT FEES									
PAY-GO									
STATE FUNDS	4,921,000						4,921,000		
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	10,167,000				59,000	903,000	9,205,000		


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
OTHER						
TOTAL COSTS						

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

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	431,000	431,000							
LAND ACQUISITION									
CONSTRUCTION	5,002,000	1,323,019	3,678,981						
DEMOLITION									
INSPECTION /PROJ. MGMT.	20,000	10,000	10,000						
UTILITIES	75,000	32,000	43,000						
EQUIPMENT									
TOTAL COSTS	5,528,000	1,796,019	3,731,981						

Funding Schedule									
BONDS	3,270,000	473,000	2,797,000						
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	2,258,000	1,323,019	934,981						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	5,528,000	1,796,019	3,731,981						

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES		10,533				
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS		10,533				

Project Title Lettie Marshall Dent Elementary School - Modernization	Project Number PS-2101	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the Comprehensive Maintenance Plan for Educational Facilities, HVAC replacement projects are reviewed. This project will replace the HVAC system which was installed in 1992, along with lighting and communication system upgrades. Flooring and fixtures will be replaced with local funds. A transfer switch will be installed that will allow for large roll-off generators to power essential portions of the building. The existing underground fuel tank will be replaced. Maintenance monitors the HVAC system and provides repairs on an as-needed basis, pending the replacement. Local funds are being requested in FY 2021 for completion of a study and partial design in advance of the project.		 <p data-bbox="812 730 1531 814">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	675,000		62,000	400,000	213,000				
LAND ACQUISITION									
CONSTRUCTION	6,954,000				5,502,000	1,452,000			
DEMOLITION									
INSPECTION/PROJ.MGMT.	10,000				10,000				
UTILITIES	15,000				15,000				
EQUIPMENT	500,000				250,000	250,000			
TOTAL COSTS	8,154,000		62,000	400,000	5,990,000	1,702,000			

Funding Schedule

BONDS	4,476,000		62,000	400,000	2,312,000	1,702,000			
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	3,678,000				3,678,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	8,154,000		62,000	400,000	5,990,000	1,702,000			

Operating Impacts


	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Lexington Park Elementary School - Roof Replacement	Project Number PS - 2601	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the CMP, the roof replacement projects are reviewed. This project will replace approximately 39,965 square feet of the existing roof. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement. Local funds are being requested in FY 2026 for completion of a study to assist with project scope development in advance of the project.		 <p data-bbox="818 730 1474 810"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	40,000								40,000
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	40,000								40,000

Funding Schedule									
BONDS									
TRANSFER TAXES	40,000								40,000
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	40,000								40,000


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Mechanicsville Elementary School - Modernization	Project Number PS-2001	Classification St. Mary's County Public Schools
Project Description This project will address key components including asbestos abatement, electrical upgrade, ceiling, flooring, fire alarm, public address system, and windows. This building was constructed in 1951 and had additions in 1960 and 1979. The roof and HVAC components have been addressed through previous capital projects. Local funds were provided in FY 2020 for completion of a study to assist with the development of the project scope in advance of the project.	 <p data-bbox="821 730 1520 814"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>	
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	933,000	47,000	422,000	232,000	232,000				
LAND ACQUISITION									
CONSTRUCTION	8,250,000			6,668,000	1,582,000				
DEMOLITION									
INSPECTION/PROJ. MGMT.	20,000			10,000	10,000				
UTILITIES	30,000			15,000	15,000				
EQUIPMENT	500,000			223,000	277,000				
TOTAL COSTS	9,733,000	47,000	422,000	7,148,000	2,116,000				

Funding Schedule									
BONDS	4,959,000		422,000	2,421,000	2,116,000				
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	47,000	47,000							
STATE FUNDS	4,727,000			4,727,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	9,733,000	47,000	422,000	7,148,000	2,116,000				


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Piney Point Elementary School - HVAC Systemic Renovation	Project Number PS-2201	Classification St. Mary's County Public Schools
Project Description This project is for the replacement of the HVAC system for the building, last updated in 1993. At the time of completion of the project, the system will be 30 years old. Maintenance monitors the system and provides repairs on an as-needed basis, pending the replacement. Local funds are being requested in FY 2022 for completion of a study and partial design in advance of the project.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	481,000			40,000	441,000				
LAND ACQUISITION									
CONSTRUCTION	5,177,000				60,000	4,724,000	393,000		
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000					10,000			
UTILITIES	15,000					15,000			
EQUIPMENT									
OTHER									
TOTAL COSTS	5,683,000			40,000	501,000	4,749,000	393,000		

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Balance to Complete
BONDS	2,894,000					501,000	2,000,000	393,000		
TRANSFER TAXES	40,000				40,000					
IMPACT FEES										
PAY-GO										
STATE FUNDS	2,749,000						2,749,000			
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	5,683,000				40,000	501,000	4,749,000	393,000		


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES AND MATERIALS						
OTHER						
TOTAL COSTS						

Project Title Relocatables for Various Sites	Project Number PS-1403	Classification St. Mary's County Public Schools
Project Description Based on current and projected enrollment, this project is to provide relocatable classrooms to meet the capacity needs at various locations. The current and projected enrollments are evaluated, both in the fall and the spring, to identify which schools will need relocatables for the following year. Based on the availability of funding in July of each year, relocatables relocated and/or purchased during the summer will not be available for use at the opening of school in August of each year due to the amount of time necessary for construction. This project provides for the relocation of several relocatables or the purchase of two (2) double classroom units annually in FY 2021 - FY 2023, as determined in the spring of each year, based on actual and projected enrollment. The intention of the school system is to design and place units so that they are available for August of each year, which requires design funding to be funded a year prior to installation.		 <p data-bbox="812 703 1531 825"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact There will be no change in staffing based on the increased square footage.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	216,000	150,000	22,000	22,000	22,000				
CONSTRUCTION	2,650,700	1,663,700	329,000	329,000	329,000				
DEMOLITION									
INSPECTION/ PROJ. MGMT	65,000	42,500	7,500	7,500	7,500				
UTILITIES	105,000	67,500	12,500	12,500	12,500				
EQUIPMENT	84,000	42,000	14,000	14,000	14,000				
OTHER									
TOTAL COSTS	3,120,700	1,965,700	385,000	385,000	385,000				

Funding Schedule									
BONDS									
TRANSFER TAXES	1,965,700	1,965,700							
IMPACT FEES	1,155,000		385,000	385,000	385,000				
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,120,700	1,965,700	385,000	385,000	385,000				


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES		8,215	8,215			
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS		8,215	8,215			

Project Title Ridge Elementary School - HVAC Systemic Renovation	Project Number PS - 2602	Classification St. Mary's County Public Schools
Project Description This project is for the replacement of the HVAC system for the building, last updated in 2001. At the time of completion of the project, the system will be 27 years old. Maintenance monitors the system and provides repairs on an as-needed basis, pending the replacement. Local funds are being requested in FY 2026 for completion of a study to assist with development of the project scope in advance of the project.	 <p data-bbox="820 730 1518 814">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>	
Discussion of Operating Budget Impact Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	40,000							40,000	
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	40,000							40,000	

Funding Schedule										
BONDS										
TRANSFER TAXES	40,000								40,000	
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	40,000								40,000	


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Safety & Security Projects	Project Number PS-1906	Classification St. Mary's County Public Schools
Project Description There are several priorities that will be addressed with this funding in combination with state funding that has been appropriated to address school safety. Safety and security priorities include: completion of the replacement of door locks, bringing all existing and new camera systems onto one platform, installing camera systems at eight schools, and implementing an Alertus or other comparable pendant notification/alarm system. FY21 - \$3,590,000 Security Vestibule Upgrades for all Elementary Schools \$718,000 Classroom Security Door Locks \$71,800 Interior Security Window Laminate \$1,077,000 Security Cameras and Supporting Infrastructure - \$359,000 Notification and Alarm Systems, Public Address Systems, and Radio Communication Systems \$1,364,200 FY22 - \$3,000,000 Security Vestibule Upgrades for all Elementary Schools \$600,000 Classroom Security Door Locks \$60,000 Interior Security Window Laminate \$900,000 Security Cameras and Supporting Infrastructure \$300,000 Notification and Alarm Systems, Public Address Systems, and Radio Communication Systems \$1,140,000		 <p data-bbox="818 705 1471 785">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	9,203,000	2,613,000	3,590,000	3,000,000					
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	9,203,000	2,613,000	3,590,000	3,000,000					

Funding Schedule									
BONDS	7,986,000	1,396,000	3,590,000	3,000,000					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	835,000	835,000							
STATE FUNDS	382,000	382,000							
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	9,203,000	2,613,000	3,590,000	3,000,000					


Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title School Capacity Study K-12	Project Number PS-2102	Classification St. Mary's County Public Schools
Project Description This project is for a study of all capacity needs K-12. It was previously a study of only secondary capacity. The study will include an analysis of enrollment and projections, a review of methods to incorporate new capacity, and system specific options for expansion and/or new facilities as well as consolidation of existing facilities.		 <p data-bbox="820 703 1518 787">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2021	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	175,000		175,000						
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	175,000		175,000						

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

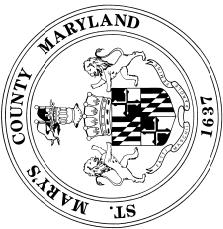
Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Town Creek Elementary School - HVAC Systemic Renovation	Project Number PS-2104	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the Comprehensive Maintenance Plan, HVAC replacement projects are reviewed. This project will replace the HVAC system which was installed in 1999. Maintenance monitors the HVAC system and provides repairs on an as-needed basis, pending the replacement. Local funds are being requested in FY 2021 for completion of a study and partial design in advance of the project.		 <p data-bbox="820 730 1518 814">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact Dependent on the type of HVAC system chosen for this school, the changes to utility consumption will be recalculated.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	290,000		24,000	266,000					
LAND ACQUISITION									
CONSTRUCTION	3,186,000			53,000	3,133,000				
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000				10,000				
UTILITIES	15,000				15,000				
EQUIPMENT									
OTHER									
TOTAL COSTS	3,501,000		24,000	319,000	3,158,000				

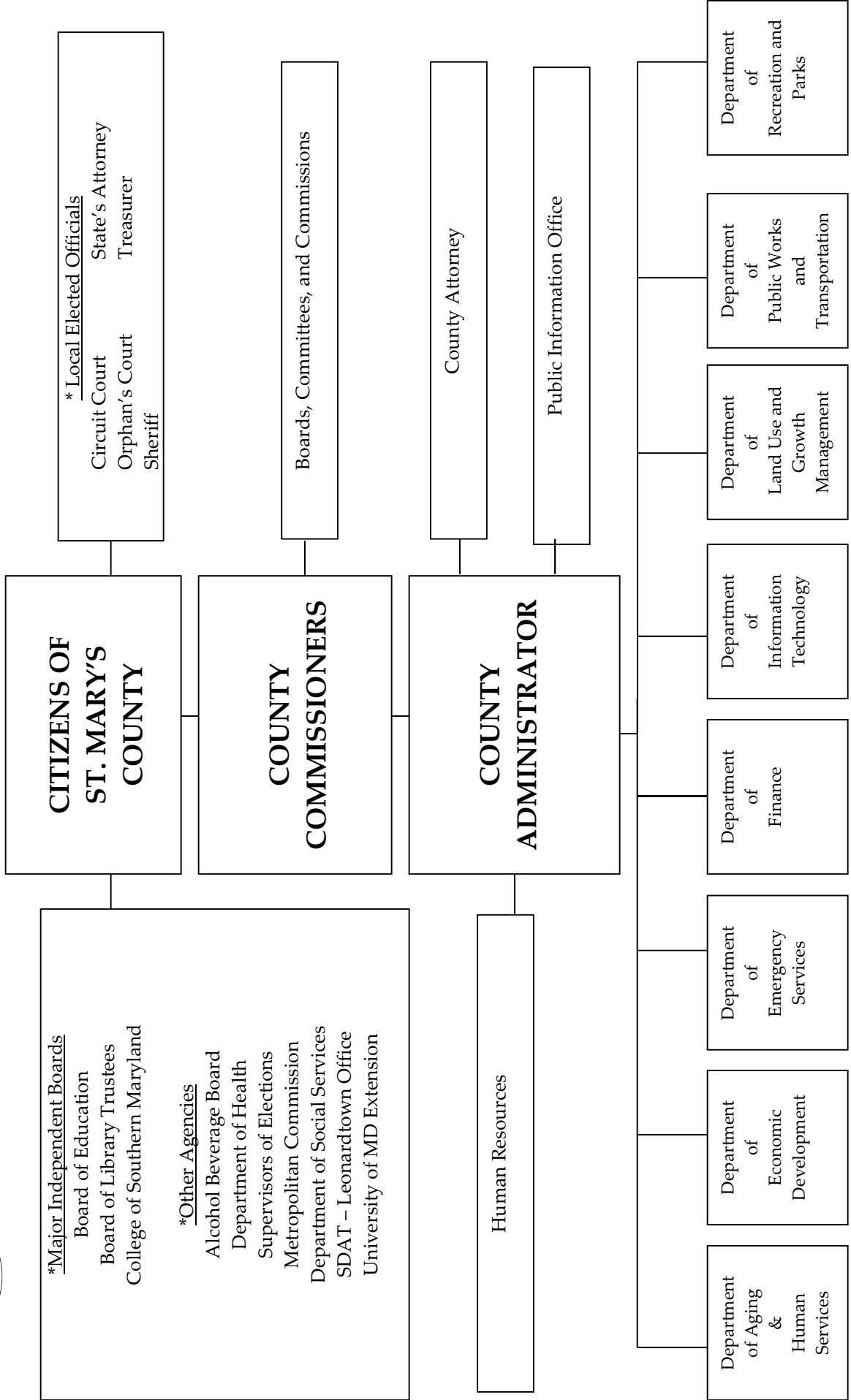
Funding Schedule									
BONDS	1,789,000			319,000	1,470,000				
TRANSFER TAXES	24,000		24,000						
IMPACT FEES									
PAY-GO									
STATE FUNDS	1,688,000				1,688,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,501,000		24,000	319,000	3,158,000				

Operating Impacts	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
STAFFING - FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						



ST. MARY'S COUNTY GOVERNMENT

Organizational Chart



* County Commissioners have funding responsibility only

**CHANGES IN POSITIONS FOR COUNTY DEPARTMENTS and
ELECTED OFFICIALS ~ FY2021 APPROVED BUDGET**

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

LAND USE AND GROWTH MANAGEMENT

	MPO Planner (unfunded - FY2021)	C05
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CIRCUIT COURT

(1.00)	Fiscal Specialist III (grant)	C06
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SHERIFF'S OFFICE

LAW

Eligible DFC Ranks (11)
Eligible Corporal Ranks (9)
Temporary Deputies - Drop Program (7)

CORRECTIONS

Eligible CFC Ranks (8)
Eligible Corporal Ranks (4)

(1.00)

Total



AUTHORIZED COUNTY GOVERNMENT POSITIONS SUMMARY

STAFFING SUMMARY	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
Commissioners of St. Mary's County	6.75	6.75	6.75	6.75	6.75
County Administrator	6.00	6.00	6.00	6.00	6.00
Department on Aging & Human Services	30.75	32.50	32.50	32.50	32.50
County Attorney	6.00	7.00	7.00	7.00	7.00
Economic Development	8.00	9.00	9.00	9.00	9.00
Department of Finance	17.00	18.00	18.00	18.00	18.00
Human Resource	8.00	8.75	8.75	8.75	8.75
Land Use & Growth Management	31.00	31.00	31.00	31.00	31.00
Planning Commission	8.00	8.00	8.00	8.00	8.00
Board of Appeals	6.00	6.00	6.00	6.00	6.00
Public Works and Transportation	136.00	146.00	147.00	150.00	147.00
Recreation & Parks	40.00	40.00	40.00	40.00	40.00
Emergency Services	43.50	47.25	47.25	47.25	47.25
Information Technology	20.00	20.00	20.00	21.00	20.00
Circuit Court	17.00	17.00	17.00	16.00	16.00
Orphans Court	3.00	3.00	3.00	3.00	3.00
Sheriff	310.00	327.00	327.00	342.00	327.00
States Attorney	39.00	40.00	43.00	43.00	43.00
Treasurer	5.00	5.00	5.00	5.00	5.00
Social Services	2.00	2.00	2.00	2.00	2.00
Alcohol Beverage Office	1.75	1.75	1.75	1.75	1.75
Alcohol Beverage Board	5.00	5.00	5.00	5.00	5.00
Board of Elections	3.00	3.00	5.00	5.00	5.00
TOTAL COUNTY GOVERNMENT	752.75	790.00	796.00	814.00	795.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
			M Merit	A Appointed	G Grant		
			C Contract	R Revenue	E Elected		
POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
COUNTY COMMISSIONERS							
Commissioner	E		5.00	5.00	5.00	5.00	5.00
Administrative Assistant to CSMC	M	C08	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator - RPT	M	C05	0.75	0.75	0.75	0.75	0.75
TOTAL			6.75	6.75	6.75	6.75	6.75
COUNTY ADMINISTRATOR							
County Administrator	C		1.00	1.00	1.00	1.00	1.00
Communications Director	C		1.00	1.00	1.00	1.00	1.00
Admin. Asst. to the County Administrator	M	C07	1.00	1.00	1.00	1.00	1.00
Communications Coordinator	M	C06	1.00	1.00	1.00	1.00	1.00
Admin. Coordinator	M	C04	1.00	1.00	1.00	1.00	1.00
Video Media Producer	M	C04	1.00	1.00	1.00	1.00	1.00
TOTAL			6.00	6.00	6.00	6.00	6.00
DEPARTMENT ON AGING & HUMAN SERVICES							
Administrative/Grants							
Director	C		1.00	1.00	1.00	1.00	1.00
Manager, Division of Operations	M	C10	1.00	1.00	1.00	1.00	1.00
Manager, Home & Community Services	M	C10	1.00	1.00	1.00	1.00	1.00
Operations Manager	M	C08	3.00	3.00	3.00	3.00	3.00
Program Manager	G	C08	2.00	2.00	2.00	2.00	2.00
Project Manager	G	C09	1.00	1.00	1.00	1.00	1.00
Supervisor III, Fiscal	M	C08	1.00	1.00	1.00	1.00	1.00
Program Coordinator	M/G	C07	3.00	3.00	3.00	3.00	3.00
Case Worker	G	C06	1.00	1.00	1.00	1.00	1.00
Coordinator I	M	C06	1.00	1.00	1.00	1.00	1.00
MAP I & A Caseworker	M	C06	1.00	2.00	2.00	2.00	2.00
Data Base Specialist	M	C05	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M/G	C06	1.00	1.00	1.00	1.00	1.00
Program Specialist	M	C05	3.00	3.00	3.00	3.00	3.00
Administrative Coordinator	M	C04	1.00	1.00	1.00	1.00	1.00
Food Service Tech - RPT	M/G	C03	2.25	3.00	3.00	3.00	3.00
Food Transporter	M/G	C03	0.50	0.50	0.50	0.50	0.50
Senior Office Specialist	M/G	C03	2.00	2.00	2.00	2.00	2.00
Human Services							
Manager II	M	C10	1.00	1.00	1.00	1.00	1.00
Coordinator III, Aging & Human Services	M/G	C08	1.00	1.00	1.00	1.00	1.00
Teen Court Coordinator II	M	C07	1.00	1.00	1.00	1.00	1.00
Coordinator I	M	C06	1.00	1.00	1.00	1.00	1.00
TOTAL			30.75	32.50	32.50	32.50	32.50

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
COUNTY ATTORNEY							
County Attorney	C		1.00	1.00	1.00	1.00	1.00
Deputy County Attorney	M	C12	1.00	1.00	1.00	1.00	1.00
Paralegal	M	C09	2.00	2.00	2.00	2.00	2.00
Risk Manager	M	C09	1.00	1.00	1.00	1.00	1.00
Coordinator II	M	C07	1.00	1.00	1.00	1.00	1.00
Senior Office Specialist	M	C03	0.00	1.00	1.00	1.00	1.00
TOTAL			6.00	7.00	7.00	7.00	7.00
ECONOMIC DEVELOPMENT							
Director	C		1.00	1.00	1.00	1.00	1.00
Deputy Director	M	C11	1.00	1.00	1.00	1.00	1.00
Manager II	M	C10	1.00	1.00	1.00	1.00	1.00
Planner IV	M	C09	1.00	1.00	1.00	1.00	1.00
Economic Development Specialist	M	C09	2.00	2.00	2.00	2.00	2.00
Ombudsman	M	C08	0.00	1.00	0.00	0.00	0.00
Development Facilitator	M	C08	0.00	0.00	1.00	1.00	1.00
Sr. Administrative Coordinator	M	C05	2.00	2.00	2.00	2.00	2.00
TOTAL			8.00	9.00	9.00	9.00	9.00
FINANCE DEPARTMENT							
Chief Financial Officer	C		1.00	1.00	1.00	1.00	1.00
Deputy Director, Finance	M	C12	1.00	1.00	1.00	1.00	1.00
Procurement Manager	M	C12	1.00	1.00	1.00	1.00	1.00
Accounting Officer	M	C11	1.00	1.00	1.00	1.00	1.00
Budget Analyst	M	C10	3.00	3.00	3.00	3.00	3.00
Senior Accountant	M	C09	1.00	1.00	1.00	1.00	1.00
Senior Buyer	M	C08	1.00	1.00	1.00	1.00	1.00
Buyer	M	C07	1.00	1.00	1.00	1.00	1.00
Accountant	M	C07	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV - Payroll	M	C06	2.00	2.00	2.00	2.00	2.00
Fiscal Specialist IV	M	C06	2.00	2.00	2.00	2.00	2.00
Fiscal Specialist III	M	C05	0.00	1.00	1.00	1.00	1.00
Sr. Administrative Coordinator	M	C05	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	M	C04	1.00	1.00	1.00	1.00	1.00
TOTAL			17.00	18.00	18.00	18.00	18.00
HUMAN RESOURCES							
Director	C		1.00	1.00	1.00	1.00	1.00
Deputy Director, Human Resources	M	C11	1.00	1.00	1.00	1.00	1.00
Benefits Coordinator	M	C08	1.00	1.00	1.00	1.00	1.00
ADA/FMLA Coordinator	M	C07	1.00	1.00	1.00	1.00	1.00
Fire/EMS Volunteer Coordinator	R	C07	1.00	1.00	1.00	1.00	1.00
Wellness & Safety Officer - RPT	M	C07	0.00	0.75	0.75	0.75	0.75
Coordinator I	M	C06	1.00	1.00	1.00	1.00	1.00
Senior HR Specialist	M	C05	2.00	2.00	2.00	2.00	2.00
TOTAL			8.00	8.75	8.75	8.75	8.75

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
LAND USE & GROWTH MANAGEMENT							
Director	C		1.00	1.00	1.00	1.00	1.00
Deputy Director	M	C11	1.00	1.00	1.00	1.00	1.00
Office Manager I	M	C08	1.00	1.00	1.00	1.00	1.00
Inspections Coordinator	M	C05	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator	M	C05	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	M	C04	1.00	1.00	1.00	1.00	1.00
Sr. Office Specialist	M	C03	1.00	1.00	1.00	1.00	1.00
Comprehensive Planning							
Senior Planner	M	C10	1.00	1.00	1.00	1.00	1.00
Planner III	M	C08	2.00	2.00	2.00	2.00	2.00
MPO Planner	M	C05	1.00	1.00	1.00	1.00	1.00
Development Services							
Planner V - Supervisor	M	C10	0.00	1.00	1.00	1.00	1.00
Planner III	M	C08	2.00	2.00	2.00	2.00	2.00
Planner II	M	C07	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	M	C04	1.00	1.00	1.00	1.00	1.00
Permits							
Permits Manager	M	C09	1.00	1.00	1.00	1.00	1.00
Planner II Stormwater Management	M	C07	1.00	1.00	1.00	1.00	1.00
Permits Specialist II	M	C05	1.00	1.00	1.00	1.00	1.00
Permits Specialist I	M	C04	2.00	2.00	2.00	2.00	2.00
Inspections & Compliance							
Zoning Compliance Supervisor	M	C08	1.00	1.00	1.00	1.00	1.00
Inspector II	M	C06	4.00	4.00	4.00	4.00	4.00
Zoning							
Planner IV	M	C09	1.00	1.00	1.00	1.00	1.00
Planner III	M	C08	1.00	1.00	1.00	1.00	1.00
Planner II	M	C07	1.00	1.00	1.00	1.00	1.00
Sr. Planning Specialist	M	C05	1.00	1.00	1.00	1.00	1.00
TOTAL			31.00	31.00	31.00	31.00	31.00
PLANNING COMMISSION							
Chairman	A		1.00	1.00	1.00	1.00	1.00
Member	A		7.00	7.00	7.00	7.00	7.00
TOTAL			8.00	8.00	8.00	8.00	8.00
BOARD OF APPEALS							
Chairman	A		1.00	1.00	1.00	1.00	1.00
Member	A		5.00	5.00	5.00	5.00	5.00
TOTAL			6.00	6.00	6.00	6.00	6.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
PUBLIC WORKS & TRANSPORTATION							
Director	C		1.00	1.00	1.00	1.00	1.00
Manager II - Fiscal	M	C10	1.00	1.00	1.00	1.00	1.00
Coordinator I	M	C06	1.00	1.00	1.00	1.00	1.00
Project Management							
Deputy Director	M	C12	2.00	2.00	2.00	2.00	2.00
Engineer II	M	C10	1.00	1.00	1.00	1.00	1.00
Project Manager III	M	C10	3.00	3.00	3.00	3.00	3.00
Senior Engineer Technician	M	C08	1.00	1.00	1.00	1.00	1.00
Development Review							
Engineer III	M	C11	1.00	1.00	1.00	1.00	1.00
Engineer Technician	M	C07	1.00	1.00	1.00	1.00	1.00
Coordinator, Development Review	M	C06	1.00	1.00	1.00	1.00	1.00
Construction & Inspection							
Manager II	M	C10	1.00	1.00	1.00	1.00	1.00
Lead Inspector	M	C08	1.00	1.00	1.00	1.00	1.00
Inspector III	M	C07	3.00	3.00	3.00	3.00	3.00
County Highways							
Manager II, Highway	M	C10	1.00	1.00	1.00	1.00	1.00
Manager I	M	C09	1.00	1.00	1.00	1.00	1.00
Coordinator II	M	C07	1.00	1.00	1.00	1.00	1.00
Supervisor, Traffic & Permits	M	C07	1.00	1.00	1.00	1.00	1.00
Road Foreman	M	C06	5.00	5.00	5.00	5.00	5.00
Equipment Operator III	M	C05	5.00	5.00	5.00	5.00	5.00
Equipment Operator II	M	C04	8.00	12.00	12.00	12.00	12.00
Sign Maintenance Operator	M	C05	1.00	1.00	1.00	1.00	1.00
Equipment Operator I	M	C03	18.00	18.00	19.00	19.00	19.00
Solid Waste & Recycling							
Manager, Solid Waste/Recycling	R	C09	1.00	1.00	1.00	1.00	1.00
Foreman, Solid Waste/Recycling	R	C07	0.00	0.00	0.00	1.00	0.00
Equipment Operator III	R	C05	4.00	4.00	4.00	4.00	4.00
Weighmaster	R	C03	2.00	2.00	2.00	2.00	2.00
Landfill Attendant - RPT	R	C01	7.00	7.00	7.00	7.00	7.00
MS-4 Program							
Senior Program Manager MS-4	M	C11	1.00	1.00	1.00	1.00	1.00
Project Manager	M	C09	1.00	1.00	1.00	1.00	1.00
Inspector III	M	C07	1.00	1.00	1.00	1.00	1.00
Airport							
Manager II	M	C10	1.00	1.00	1.00	1.00	1.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
PUBLIC WORKS & TRANSPORTATION continued:							
Transportation & Non-Public SchoolBus							
Manager II	M	C10	1.00	1.00	1.00	1.00	1.00
Supervisor III	M/G	C08	2.00	2.00	2.00	2.00	2.00
Fleet Services Coordinator	M	C07	1.00	1.00	1.00	1.00	1.00
Supervisor II	M	C07	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	G	C06	1.00	1.00	1.00	1.00	1.00
Supervisor Shop Transportation	M	C06	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic II	M	C05	3.00	3.00	3.00	3.00	3.00
Inventory Control Specialist	M	C05	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic I	M	C04	3.00	3.00	3.00	3.00	3.00
Mobile Equipment Mechanic	M	C04	1.00	1.00	1.00	1.00	1.00
Transportation Spec/Trainer	G	C04	1.00	1.00	1.00	1.00	1.00
Transportation Specialist	G	C04	4.00	4.00	4.00	4.00	4.00
Bus Driver	G	C03	14.00	14.00	14.00	14.00	14.00
Mailroom							
Mail Clerk	M	C03	2.00	2.00	2.00	2.00	2.00
Building Services							
Building Service Manager	M	C10	1.00	1.00	1.00	1.00	1.00
Supervisor II, Building Services	M	C07	1.00	1.00	2.00	2.00	2.00
Coordinator I	M	C06	1.00	1.00	1.00	1.00	1.00
Sr. Maintenance Mechanic	M	C06	1.00	1.00	0.00	0.00	0.00
Lead Maintenance Mechanic	M	C05	8.00	8.00	8.00	8.00	8.00
Administrative Coordinator	M	C04	1.00	1.00	1.00	1.00	1.00
Janitor III	M	C04	1.00	1.00	1.00	1.00	1.00
Maintenance Mechanic	M	C04	0.00	0.00	6.00	7.00	6.00
Maintenance Mechanic	M	C03	6.00	6.00	0.00	0.00	0.00
Custodian	M	C03	1.00	1.00	0.00	0.00	0.00
Janitor	M	C03	0.00	0.00	1.00	1.00	1.00
Janitor II	M	C03	2.00	8.00	8.00	9.00	8.00
TOTAL			136.00	146.00	147.00	150.00	147.00
RECREATION & PARKS							
Director	C		1.00	1.00	1.00	1.00	1.00
Manager II - Park Program	M	C10	1.00	1.00	1.00	1.00	1.00
Project Manager	M	C09	1.00	1.00	1.00	1.00	1.00
Coordinator III - R&P Admin	M	C08	1.00	1.00	1.00	1.00	1.00
Coordinator - Other - R&P	M	C08	1.00	1.00	1.00	1.00	1.00
Coordinator III R&P	M	C08	2.00	2.00	2.00	2.00	2.00
Therapeutic Recreation Specialist	M	C08	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M	C06	2.00	2.00	2.00	2.00	2.00
Senior Admin Coordinator	M	C05	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	M	C04	2.00	2.00	2.00	2.00	2.00
Parks Maintenance							
Manager II, Parks Maintenance	M	C10	1.00	1.00	1.00	1.00	1.00
Coordinator III - R&P Maintenance	M	C08	1.00	1.00	1.00	1.00	1.00
Supervisor II	M	C07	1.00	1.00	1.00	1.00	1.00
Maintenance Foreman	M	C06	2.00	2.00	2.00	2.00	2.00
Supervisor R&P	M	C06	1.00	1.00	1.00	1.00	1.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
RECREATION & PARKS continued:							
Supervisor Shop - Parks Maintenance	M	C06	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	M	C04	1.00	1.00	1.00	1.00	1.00
Maintenance Crew Chief	M	C04	1.00	1.00	1.00	1.00	1.00
Senior Groundskeeper	M	C03	2.00	2.00	7.00	7.00	7.00
Groundskeeper - Parks Maint.	M	C02	5.00	5.00	0.00	0.00	0.00
Museum							
Museum Division Manager	M	C10	1.00	1.00	1.00	1.00	1.00
Supervisor - Museum	M	C07	2.00	2.00	2.00	2.00	2.00
Museum Specialist	M	C06	1.00	1.00	1.00	1.00	1.00
Museum Technician	M	C04	1.00	1.00	1.00	1.00	1.00
Golf Course							
Manager, Golf Course	C/R		1.00	1.00	1.00	1.00	1.00
Supervisor II - Golf Course	R	C07	1.00	1.00	1.00	1.00	1.00
Food and Beverage Specialist	R	C06	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic I	R	C04	1.00	1.00	1.00	1.00	1.00
Senior Groundskeeper	R	C03	2.00	2.00	2.00	2.00	2.00
TOTAL			40.00	40.00	40.00	40.00	40.00
EMERGENCY SERVICES							
Director	C		1.00	1.00	1.00	1.00	1.00
Medical Director - RPT	C		0.50	0.50	0.50	0.50	0.50
Chief of Communications	M	C10	1.00	1.00	1.00	1.00	1.00
EMS Operational Manager	M	C10	0.00	1.00	1.00	1.00	1.00
Emergency Management Manager I	M	C10	0.00	0.00	1.00	1.00	1.00
Training & Quality Assur. Coordinator	M	C09	1.00	1.00	1.00	1.00	1.00
Lead Technician - RF	M	C09	1.00	1.00	1.00	1.00	1.00
Emergency Services Coordinator	M	C08	1.00	1.00	1.00	1.00	1.00
Tech Service Coordinator	M	C08	1.00	1.00	1.00	1.00	1.00
Public Safety Dispatch Supervisor	M	C08	4.00	4.00	4.00	4.00	4.00
Accreditation Manager	M	C08	0.00	1.00	1.00	1.00	1.00
Office Manager I	M	C08	1.00	1.00	1.00	1.00	1.00
Public Safety Dispatch Asst. Supervisor	M	C07	8.00	8.00	6.00	6.00	6.00
Supervisor-Animal Control	M	C07	1.00	1.00	1.00	1.00	1.00
Animal Warden	M	C06	4.00	4.00	4.00	4.00	4.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00	1.00	1.00
Radio Frequency Technician I	M	C06	1.00	1.75	1.75	1.75	1.75
Public Safety Dispatch II	M	C06	0.00	0.00	11.00	11.00	11.00
Public Safety Dispatch II	M	C05	11.00	11.00	0.00	0.00	0.00
Public Safety Dispatch I	M	C05	0.00	0.00	7.00	7.00	7.00
Administrative Coordinator	M	C04	0.00	1.00	1.00	1.00	1.00
TOTAL			43.50	47.25	47.25	47.25	47.25

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
INFORMATION TECHNOLOGY							
Chief Information Officer	C		1.00	1.00	1.00	1.00	1.00
Deputy Director, Technology	M	C13	1.00	1.00	1.00	1.00	1.00
Systems Analyst	M	C11	1.00	1.00	1.00	1.00	1.00
GIS Supervisor	M	C11	1.00	1.00	1.00	1.00	1.00
WAN Administrator	M	C11	1.00	1.00	1.00	1.00	1.00
Sr. Software Design & Developer	M	C11	1.00	1.00	1.00	1.00	1.00
AS/400 Programmer Analyst	M	C10	0.00	0.00	0.00	1.00	0.00
AS/400 Programmer Analyst	M	C09	1.00	1.00	1.00	1.00	1.00
Lead Technician - PC	M	C09	1.00	1.00	1.00	1.00	1.00
Program Analyst	M	C09	1.00	1.00	1.00	1.00	1.00
PC Technician II	M	C08	2.00	2.00	2.00	2.00	2.00
Webmaster	M	C08	1.00	1.00	1.00	1.00	1.00
GIS Analyst	M	C09	1.00	1.00	1.00	1.00	1.00
Archives Manager	M	C07	1.00	1.00	1.00	1.00	1.00
Help Desk Tech	M	C07	3.00	3.00	3.00	3.00	3.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00	1.00	1.00
GIS/CADD Operator	M	C06	1.00	1.00	1.00	1.00	1.00
Addressing Technician	M	C04	1.00	1.00	1.00	1.00	1.00
TOTAL			20.00	20.00	20.00	21.00	20.00
CIRCUIT COURT							
Court Administrator	A	C09	1.00	1.00	1.00	1.00	1.00
Case Manager II	A	C08	1.00	1.00	1.00	1.00	1.00
Court Reporter	A	C08	1.00	1.00	1.00	1.00	1.00
Drug Court Case Manager	G	AE22	1.00	1.00	1.00	1.00	1.00
Coordinator II	G	AE23	1.00	1.00	1.00	1.00	1.00
Judicial Admin. Asst. II	A	C07	1.00	1.00	1.00	1.00	1.00
Case Manager I	A	C06	1.00	1.00	1.00	1.00	1.00
Judicial Admin. Asst. I	A	C06	2.00	2.00	1.00	1.00	1.00
Judicial Admin. Asst. I / Law Clerk	A	C06	0.00	0.00	1.00	1.00	1.00
Magistrates Admin. Asst.	A/G	C06	2.00	2.00	1.00	1.00	1.00
Drug Court Case Coordinator	G	AE21	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist III	G	C05	1.00	1.00	1.00	0.00	0.00
Judicial Grant Coord./Magistrate's Admin. Asst.	A	C06	0.00	0.00	1.00	1.00	1.00
Bailiff	A		3.50	3.50	3.50	3.50	3.50
Chief Bailiff	A		0.50	0.50	0.50	0.50	0.50
TOTAL			17.00	17.00	17.00	16.00	16.00
ORPHAN'S COURT							
Judge	E		3.00	3.00	3.00	3.00	3.00
TOTAL			3.00	3.00	3.00	3.00	3.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
SHERIFF'S DEPARTMENT							
Law Enforcement							
Sheriff	E		1.00	1.00	1.00	1.00	1.00
<u>SWORN</u>							
Major	M	SL7	0.00	0.00	1.00	1.00	1.00
Major	M	M06	1.00	1.00	0.00	0.00	0.00
Captain	M	SL6	0.00	0.00	4.00	4.00	4.00
Captain	M	M05	4.00	4.00	0.00	0.00	0.00
Lieutenant	M	SL5	0.00	0.00	9.00	10.00	9.00
Lieutenant	M	M04	9.00	9.00	0.00	0.00	0.00
Sergeant	M	SL4	0.00	0.00	17.00	20.00	17.00
Sergeant	M	M03	17.00	17.00	0.00	0.00	0.00
Corporal	M/G	SL3	0.00	0.00	47.00	47.00	47.00
Corporal	M/G	M07	49.00	49.00	0.00	0.00	0.00
Deputy First Class	M/G	SL2	0.00	0.00	15.00	15.00	15.00
Deputy First Class	M/G	M02	21.00	21.00	0.00	0.00	0.00
Deputy	M/C	SL1	0.00	0.00	50.00	57.00	50.00
Deputy	M/C	M01	42.00	42.00	0.00	0.00	0.00
<u>CIVILIAN</u>							
Chief of Staff	C	C11	1.00	1.00	1.00	1.00	1.00
Community Mental Health Liaison	M	C10	1.00	1.00	1.00	1.00	1.00
Public Information Officer	M	C10	1.00	1.00	1.00	1.00	1.00
Manager-Fiscal	M	C10	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	M	C09	1.00	1.00	1.00	1.00	1.00
Civilian Training Instructor	M	C08	1.00	1.00	1.00	1.00	1.00
Supervisor III - Crime Lab	M	C08	1.00	1.00	1.00	1.00	1.00
Systems Administrator	M	C08	1.00	1.00	1.00	1.00	1.00
Armorer	M	C08	1.00	1.00	1.00	1.00	1.00
Accreditation Manager	M	C08	1.00	1.00	1.00	1.00	1.00
Administrative Assistant to the Sheriff	M	C08	1.00	1.00	1.00	1.00	1.00
Coordinator II	M	C07	1.00	1.00	1.00	1.00	1.00
Crime Analyst	M	C07	3.00	3.00	3.00	3.00	3.00
Crime Lab Technician	M	C07	4.00	4.00	4.00	4.00	4.00
Investigator	M	C07	4.00	4.00	4.00	4.00	4.00
Police Services Coordinator	M	C07	1.00	1.00	1.00	1.00	1.00
Law & Corrections Recruiter	M	C07	1.00	1.00	1.00	1.00	1.00
Supervisor II	M	C07	2.00	2.00	2.00	2.00	2.00
Compliance Control Investigator	M	C07	0.00	1.00	1.00	1.00	1.00
Training Coordinator	M	C07	0.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M	C06	3.00	3.00	3.00	3.00	3.00
Herion Coordinator	G	C06	0.00	1.00	1.00	1.00	1.00
Validation Coordinator	M	C06	1.00	1.00	1.00	1.00	1.00
Automated Enforcement Tech.	M	C05	1.00	1.00	1.00	1.00	1.00
Coordinator - Victim Witness	M	C05	1.00	1.00	1.00	1.00	1.00
Investigative Detective	M	C05	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator	M	C05	1.00	1.00	2.00	2.00	2.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
SHERIFF'S DEPARTMENT continued:							
Law Enforcement Civilians continued:							
Fiscal Specialist III	M	C05	1.00	1.00	0.00	0.00	0.00
Property Specialist	M	C05	2.00	2.00	2.00	2.00	2.00
Admin Coordinator	G/M	C04	3.00	4.00	4.00	4.00	4.00
Classification Coordinator	G/M	C04	5.00	5.00	5.00	5.00	5.00
Senior Classification Specialist	M	C04	1.00	1.00	1.00	1.00	1.00
Station Clerks	M	C04	5.00	10.00	10.00	13.00	10.00
Corrections							
<u>SWORN</u>							
Corrections Major	M	D08	0.00	0.00	1.00	1.00	1.00
Corrections Major	M	V09	1.00	1.00	0.00	0.00	0.00
Captain	M	D06	0.00	0.00	3.00	3.00	3.00
Captain	M	V07	3.00	3.00	0.00	0.00	0.00
Lieutenant	M	D05	0.00	0.00	5.00	5.00	5.00
Lieutenant	M	V05	5.00	5.00	0.00	0.00	0.00
Sergeant	M	D04	0.00	0.00	10.00	10.00	10.00
Sergeant	M	V04	10.00	10.00	0.00	0.00	0.00
Corporal	M	D03	0.00	0.00	16.00	16.00	16.00
Corporal	M	V03	16.00	16.00	0.00	0.00	0.00
Correctional Officer First Class	M	D02	0.00	0.00	13.00	13.00	13.00
Correctional Officer First Class	M	V02	13.00	13.00	0.00	0.00	0.00
Correctional Officer	M	D01	0.00	0.00	33.00	33.00	33.00
Correctional Officer	M	V01	36.00	42.00	0.00	0.00	0.00
<u>CIVILIAN</u>							
Civilian Assistant Warden	M	C11	1.00	1.00	1.00	1.00	1.00
Support Services Administrator	M	C10	1.00	1.00	1.00	1.00	1.00
Class Offender Retry Case Manager	M	C09	1.00	1.00	1.00	1.00	1.00
Pre-Trial Case Services Manager	M	C09	1.00	1.00	1.00	1.00	1.00
Coordinator - Other - ADC	M	C08	1.00	1.00	1.00	1.00	1.00
Offender Re-Entry Case Manager	M	C08	0.00	0.00	1.00	1.00	1.00
Coordinator II	M	C07	1.00	1.00	1.00	1.00	1.00
Booking Specialist	M	C06	2.00	4.00	4.00	4.00	4.00
Civilian Corrections Security Specialist	M	C06	0.00	0.00	8.00	8.00	8.00
Pre-Trial Case Coordinator	G/M	C06	1.00	1.00	1.00	1.00	1.00
Sr. Administrative Coordinator	M	C05	8.00	8.00	8.00	8.00	8.00
Supply Coordinator	M	C05	1.00	1.00	1.00	1.00	1.00
Court Security							
Court Security Officer	M	C06	6.00	6.00	6.00	7.00	6.00
Central Security Rm Specialist	M	C05	1.00	1.00	1.00	1.00	1.00
Security Specialist	M	C04	1.00	1.00	1.00	1.00	1.00
Process Server	M	C03	4.00	4.00	4.00	4.00	4.00
TOTAL			310.00	327.00	327.00	342.00	327.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2019 Adjusted	FY2020 Approved	FY2020 Adjusted	FY2021 Request	FY2021 Approved
OFFICE OF STATE'S ATTORNEY							
States Attorney	E		1.00	1.00	1.00	1.00	1.00
Deputy States Attorney	A	SA7	1.00	1.00	1.00	1.00	1.00
Senior Asst. States Attorney II	A	SA5	1.00	1.00	1.00	1.00	1.00
Chief of Circuit Court	A	SA4	1.00	1.00	1.00	1.00	1.00
Chief of District Court	A	SA4	1.00	1.00	1.00	1.00	1.00
Senior Asst. States Attorney I	A	SA4	1.00	1.00	0.00	0.00	0.00
Asst. States Attorney III	A	SA3	1.00	1.00	2.00	2.00	2.00
Asst. States Attorney II	A	SA2	2.00	2.00	2.00	2.00	2.00
Asst. States Attorney I	A/G	SA1	3.00	3.00	4.00	4.00	4.00
Chief Investigator	M	C09	1.00	1.00	1.00	1.00	1.00
Forensic Scientist (Chemist)	M	C09	0.00	1.00	1.00	1.00	1.00
Paralegal	M	C09	0.00	0.00	1.00	1.00	1.00
Investigator	M	C08	1.00	1.00	1.00	1.00	1.00
Program Manager	G	C08	1.00	1.00	1.00	1.00	1.00
Office Manager	M	C07	2.00	2.00	2.00	2.00	2.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00	1.00	1.00
Law Clerk (530)	R	C06	1.00	1.00	1.00	1.00	1.00
Senior Legal Assistant	M/G	C06	15.00	15.00	16.00	16.00	16.00
Bad Check Coordinator (Sr. Leg. Assist.)	M	C06	1.00	1.00	1.00	1.00	1.00
Legal Assistant II	M/G	C05	3.00	3.00	3.00	3.00	3.00
Legal Assistant I	M/G	C04	1.00	1.00	1.00	1.00	1.00
TOTAL			39.00	40.00	43.00	43.00	43.00
TREASURER							
County Treasurer	E		1.00	1.00	1.00	1.00	1.00
Fiscal Technician	M	C08	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M	C06	3.00	3.00	3.00	3.00	3.00
TOTAL			5.00	5.00	5.00	5.00	5.00
SOCIAL SERVICES							
Human Service Case Worker	M	C08	1.00	1.00	1.00	1.00	1.00
Senior Legal Assistant	G	C06	1.00	1.00	1.00	1.00	1.00
TOTAL			2.00	2.00	2.00	2.00	2.00
ALCOHOL BEVERAGE OFFICE							
Al Bev Bd Administrator	M	C07	1.00	1.00	1.00	1.00	1.00
Admin Coordinator - RPT	M	C04	0.75	0.75	0.75	0.75	0.75
TOTAL			1.75	1.75	1.75	1.75	1.75
ALCOHOL BEVERAGE BOARD							
Chairman	A		1.00	1.00	1.00	1.00	1.00
Member	A		4.00	4.00	4.00	4.00	4.00
TOTAL			5.00	5.00	5.00	5.00	5.00
BOARD OF ELECTIONS							
Member	A		3.00	3.00	5.00	5.00	5.00
TOTAL			3.00	3.00	5.00	5.00	5.00
TOTAL COUNTY GOVERNMENT			752.75	790.00	796.00	814.00	795.00

ST. MARY'S COUNTY SALARY SCALE

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	
1	Annual Salary:	\$26,956.80	\$27,643.20	\$28,350.40	\$29,057.60	\$29,764.80	\$30,492.80	\$31,262.40	\$32,073.60	\$32,864.00	\$33,675.20
	Bi-Weekly Pay:	\$1,036.80	\$1,063.20	\$1,090.40	\$1,117.60	\$1,144.80	\$1,172.80	\$1,202.40	\$1,233.60	\$1,264.00	\$1,295.20
	Hourly Rate:	\$12.96	\$13.29	\$13.63	\$13.97	\$14.31	\$14.66	\$15.03	\$15.42	\$15.80	\$16.19
2	Annual Salary:	\$29,723.20	\$30,451.20	\$31,220.80	\$32,011.20	\$32,780.80	\$33,612.80	\$34,465.60	\$35,318.40	\$36,212.80	\$37,107.20
	Bi-Weekly Pay:	\$1,143.20	\$1,171.20	\$1,200.80	\$1,231.20	\$1,260.80	\$1,292.80	\$1,325.60	\$1,358.40	\$1,392.80	\$1,427.20
	Hourly Rate:	\$14.29	\$14.64	\$15.01	\$15.39	\$15.76	\$16.16	\$16.57	\$16.98	\$17.41	\$17.84
3	Annual Salary:	\$32,614.40	\$33,446.40	\$34,278.40	\$35,110.40	\$36,025.60	\$36,899.20	\$37,814.40	\$38,792.00	\$39,707.20	\$40,747.20
	Bi-Weekly Pay:	\$1,254.40	\$1,286.40	\$1,318.40	\$1,350.40	\$1,385.60	\$1,419.20	\$1,454.40	\$1,492.00	\$1,527.20	\$1,567.20
	Hourly Rate:	\$15.68	\$16.08	\$16.48	\$16.88	\$17.32	\$17.74	\$18.18	\$18.65	\$19.09	\$19.59
4	Annual Salary:	\$35,859.20	\$36,732.80	\$37,689.60	\$38,604.80	\$39,561.60	\$40,601.60	\$41,558.40	\$42,619.20	\$43,680.00	\$44,803.20
	Bi-Weekly Pay:	\$1,379.20	\$1,412.80	\$1,449.60	\$1,484.80	\$1,521.60	\$1,561.60	\$1,598.40	\$1,639.20	\$1,680.00	\$1,723.20
	Hourly Rate:	\$17.24	\$17.66	\$18.12	\$18.56	\$19.02	\$19.52	\$19.98	\$20.49	\$21.00	\$21.54
5	Annual Salary:	\$39,395.20	\$40,372.80	\$41,371.20	\$42,432.00	\$43,472.00	\$44,574.40	\$45,697.60	\$46,862.40	\$48,006.40	\$49,233.60
	Bi-Weekly Pay:	\$1,515.20	\$1,552.80	\$1,591.20	\$1,632.00	\$1,672.00	\$1,714.40	\$1,757.60	\$1,802.40	\$1,846.40	\$1,893.60
	Hourly Rate:	\$18.94	\$19.41	\$19.89	\$20.40	\$20.90	\$21.43	\$21.97	\$22.53	\$23.08	\$23.67
6	Annual Salary:	\$44,012.80	\$45,136.00	\$46,259.20	\$47,424.00	\$48,588.80	\$49,816.00	\$51,001.60	\$52,332.80	\$53,643.20	\$54,974.40
	Bi-Weekly Pay:	\$1,692.80	\$1,736.00	\$1,779.20	\$1,824.00	\$1,868.80	\$1,916.00	\$1,961.60	\$2,012.80	\$2,063.20	\$2,114.40
	Hourly Rate:	\$21.16	\$21.70	\$22.24	\$22.80	\$23.36	\$23.95	\$24.52	\$25.16	\$25.79	\$26.43
7	Annual Salary:	\$49,275.20	\$50,481.60	\$51,771.20	\$53,019.20	\$54,350.40	\$55,723.20	\$57,116.80	\$58,572.80	\$60,028.80	\$61,505.60
	Bi-Weekly Pay:	\$1,895.20	\$1,941.60	\$1,991.20	\$2,039.20	\$2,090.40	\$2,143.20	\$2,196.80	\$2,252.80	\$2,308.80	\$2,365.60
	Hourly Rate:	\$23.69	\$24.27	\$24.89	\$25.49	\$26.13	\$26.79	\$27.46	\$28.16	\$28.86	\$29.57
8	Annual Salary:	\$55,140.80	\$56,534.40	\$57,948.80	\$59,384.00	\$60,881.60	\$62,379.20	\$63,939.20	\$65,561.60	\$67,184.00	\$68,868.80
	Bi-Weekly Pay:	\$2,120.80	\$2,174.40	\$2,228.80	\$2,284.00	\$2,341.60	\$2,399.20	\$2,459.20	\$2,521.60	\$2,584.00	\$2,648.80
	Hourly Rate:	\$26.51	\$27.18	\$27.86	\$28.55	\$29.27	\$29.99	\$30.74	\$31.52	\$32.30	\$33.11
9	Annual Salary:	\$61,609.60	\$63,190.40	\$64,729.60	\$66,352.00	\$68,016.00	\$69,721.60	\$71,448.00	\$73,257.60	\$75,067.20	\$76,939.20
	Bi-Weekly Pay:	\$2,369.60	\$2,430.40	\$2,489.60	\$2,552.00	\$2,616.00	\$2,681.60	\$2,748.00	\$2,817.60	\$2,887.20	\$2,959.20
	Hourly Rate:	\$29.62	\$30.38	\$31.12	\$31.90	\$32.70	\$33.52	\$34.35	\$35.22	\$36.09	\$36.99
10	Annual Salary:	\$70,761.60	\$72,529.60	\$74,360.00	\$76,190.40	\$78,104.00	\$80,059.20	\$82,076.80	\$84,136.00	\$86,236.80	\$88,400.00
	Bi-Weekly Pay:	\$2,721.60	\$2,789.60	\$2,860.00	\$2,930.40	\$3,004.00	\$3,079.20	\$3,156.80	\$3,236.00	\$3,316.80	\$3,400.00
	Hourly Rate:	\$34.02	\$34.87	\$35.75	\$36.63	\$37.55	\$38.49	\$39.46	\$40.45	\$41.46	\$42.50
11	Annual Salary:	\$81,328.00	\$83,345.60	\$85,404.80	\$87,568.00	\$89,731.20	\$91,977.60	\$94,286.40	\$96,636.80	\$99,049.60	\$101,587.20
	Bi-Weekly Pay:	\$3,128.00	\$3,205.60	\$3,284.80	\$3,368.00	\$3,451.20	\$3,537.60	\$3,626.40	\$3,716.80	\$3,809.60	\$3,907.20
	Hourly Rate:	\$39.10	\$40.07	\$41.06	\$42.10	\$43.14	\$44.22	\$45.33	\$46.46	\$47.62	\$48.84
12	Annual Salary:	\$93,516.80	\$95,846.40	\$98,238.40	\$100,672.00	\$103,188.80	\$105,809.60	\$108,472.00	\$111,134.40	\$113,921.60	\$116,792.00
	Bi-Weekly Pay:	\$3,596.80	\$3,686.40	\$3,778.40	\$3,872.00	\$3,968.80	\$4,069.60	\$4,172.00	\$4,274.40	\$4,381.60	\$4,492.00
	Hourly Rate:	\$44.96	\$46.08	\$47.23	\$48.40	\$49.61	\$50.87	\$52.15	\$53.43	\$54.77	\$56.15
13	Annual Salary:	\$107,536.00	\$110,240.00	\$112,985.60	\$115,793.60	\$118,684.80	\$121,659.20	\$124,696.00	\$127,836.80	\$130,998.40	\$134,326.40
	Bi-Weekly Pay:	\$4,136.00	\$4,240.00	\$4,345.60	\$4,453.60	\$4,564.80	\$4,679.20	\$4,796.00	\$4,916.80	\$5,038.40	\$5,166.40
	Hourly Rate:	\$51.70	\$53.00	\$54.32	\$55.67	\$57.06	\$58.49	\$59.95	\$61.46	\$62.98	\$64.58

ST. MARY'S COUNTY SALARY SCALE

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
1	Annual Salary: \$34,528.00	\$35,401.60	\$36,275.20	\$37,169.60	\$38,147.20	\$39,062.40	\$40,040.00	\$41,038.40	\$42,036.80	\$43,118.40
	Bi-Weekly Pay: \$1,328.00	\$1,361.60	\$1,395.20	\$1,429.60	\$1,467.20	\$1,502.40	\$1,540.00	\$1,548.40	\$1,616.80	\$1,658.40
	Hourly Rate: \$16.60	\$17.02	\$17.44	\$17.87	\$18.34	\$18.78	\$19.25	\$19.73	\$20.21	\$20.73
2	Annual Salary: \$38,022.40	\$39,000.00	\$39,977.60	\$40,955.20	\$41,974.40	\$43,056.00	\$44,096.00	\$45,219.20	\$46,342.40	\$47,528.00
	Bi-Weekly Pay: \$1,462.40	\$1,500.00	\$1,537.60	\$1,575.20	\$1,614.40	\$1,656.00	\$1,696.00	\$1,739.20	\$1,782.40	\$1,828.00
	Hourly Rate: \$18.28	\$18.75	\$19.22	\$19.69	\$20.18	\$20.70	\$21.20	\$21.74	\$22.28	\$22.85
3	Annual Salary: \$41,745.60	\$42,806.40	\$43,846.40	\$44,969.60	\$46,072.00	\$47,257.60	\$48,422.40	\$49,649.60	\$50,856.00	\$52,166.40
	Bi-Weekly Pay: \$1,605.60	\$1,646.40	\$1,686.40	\$1,729.60	\$1,772.00	\$1,817.60	\$1,862.40	\$1,909.60	\$1,956.00	\$2,006.40
	Hourly Rate: \$20.07	\$20.58	\$21.08	\$21.62	\$22.15	\$22.72	\$23.28	\$23.87	\$24.45	\$25.08
4	Annual Salary: \$45,884.80	\$47,049.60	\$48,214.40	\$49,441.60	\$50,648.00	\$51,916.80	\$53,185.60	\$54,579.20	\$55,931.20	\$57,324.80
	Bi-Weekly Pay: \$1,764.80	\$1,809.60	\$1,854.40	\$1,901.60	\$1,948.00	\$1,996.80	\$2,045.60	\$2,099.20	\$2,151.20	\$2,204.80
	Hourly Rate: \$22.06	\$22.62	\$23.18	\$23.77	\$24.35	\$24.96	\$25.57	\$26.24	\$26.89	\$27.56
5	Annual Salary: \$50,440.00	\$51,708.80	\$52,956.80	\$54,288.00	\$55,660.80	\$57,054.40	\$58,489.60	\$59,924.80	\$61,443.20	\$62,961.60
	Bi-Weekly Pay: \$1,940.00	\$1,988.80	\$2,036.80	\$2,088.00	\$2,140.80	\$2,194.40	\$2,249.60	\$2,304.80	\$2,363.20	\$2,421.60
	Hourly Rate: \$24.25	\$24.86	\$25.46	\$26.10	\$26.76	\$27.43	\$28.12	\$28.81	\$29.54	\$30.27
6	Annual Salary: \$56,368.00	\$57,761.60	\$59,196.80	\$60,694.40	\$62,212.80	\$63,772.80	\$65,353.60	\$66,976.00	\$68,681.60	\$70,387.20
	Bi-Weekly Pay: \$2,168.00	\$2,221.60	\$2,276.80	\$2,334.40	\$2,392.80	\$2,452.80	\$2,513.60	\$2,576.00	\$2,641.60	\$2,707.20
	Hourly Rate: \$27.10	\$27.77	\$28.46	\$29.18	\$29.91	\$30.66	\$31.42	\$32.20	\$33.02	\$33.84
7	Annual Salary: \$63,065.60	\$64,625.60	\$66,248.00	\$67,891.20	\$69,617.60	\$71,344.00	\$73,132.80	\$74,942.40	\$76,814.40	\$78,728.00
	Bi-Weekly Pay: \$2,425.60	\$2,485.60	\$2,548.00	\$2,611.20	\$2,677.60	\$2,744.00	\$2,812.80	\$2,882.40	\$2,954.40	\$3,028.00
	Hourly Rate: \$30.32	\$31.07	\$31.85	\$32.64	\$33.47	\$34.30	\$35.16	\$36.03	\$36.93	\$37.85
8	Annual Salary: \$70,574.40	\$72,363.20	\$74,193.60	\$76,024.00	\$77,916.80	\$79,872.00	\$81,868.80	\$83,928.00	\$86,008.00	\$88,171.20
	Bi-Weekly Pay: \$2,714.40	\$2,783.20	\$2,853.60	\$2,924.00	\$2,996.80	\$3,072.00	\$3,148.80	\$3,228.00	\$3,308.00	\$3,391.20
	Hourly Rate: \$33.93	\$34.79	\$35.67	\$36.55	\$37.46	\$38.40	\$39.36	\$40.35	\$41.35	\$42.39
9	Annual Salary: \$78,894.40	\$80,849.60	\$82,867.20	\$84,926.40	\$87,068.80	\$89,273.60	\$91,478.40	\$93,766.40	\$96,096.00	\$98,508.80
	Bi-Weekly Pay: \$3,034.40	\$3,109.60	\$3,187.20	\$3,266.40	\$3,348.80	\$3,433.60	\$3,518.40	\$3,606.40	\$3,696.00	\$3,788.80
	Hourly Rate: \$37.93	\$38.87	\$39.84	\$40.83	\$41.86	\$42.92	\$43.98	\$45.08	\$46.20	\$47.36
10	Annual Salary: \$90,625.60	\$92,872.00	\$95,180.80	\$97,572.80	\$100,006.40	\$102,481.60	\$105,040.00	\$107,681.60	\$110,364.80	\$113,152.00
	Bi-Weekly Pay: \$3,485.60	\$3,572.00	\$3,660.80	\$3,752.80	\$3,846.40	\$3,941.60	\$4,040.00	\$4,141.60	\$4,244.80	\$4,352.00
	Hourly Rate: \$43.57	\$44.65	\$45.76	\$46.91	\$48.08	\$49.27	\$50.50	\$51.77	\$53.06	\$54.40
11	Annual Salary: \$104,104.00	\$106,704.00	\$109,366.40	\$112,070.40	\$114,899.20	\$117,769.60	\$120,702.40	\$123,718.40	\$126,817.60	\$130,000.00
	Bi-Weekly Pay: \$4,004.00	\$4,104.00	\$4,206.40	\$4,310.40	\$4,419.20	\$4,529.60	\$4,642.40	\$4,758.40	\$4,877.60	\$5,000.00
	Hourly Rate: \$50.05	\$51.30	\$52.58	\$53.88	\$55.24	\$56.62	\$58.03	\$59.48	\$60.97	\$62.50
12	Annual Salary: \$119,704.00	\$122,678.40	\$125,736.00	\$128,897.60	\$132,121.60	\$135,408.00	\$138,819.20	\$142,292.80	\$145,828.80	\$149,489.60
	Bi-Weekly Pay: \$4,604.00	\$4,718.40	\$4,836.00	\$4,957.60	\$5,081.60	\$5,208.00	\$5,339.20	\$5,472.80	\$5,608.80	\$5,749.60
	Hourly Rate: \$57.55	\$58.98	\$60.45	\$61.97	\$63.52	\$65.10	\$66.74	\$68.41	\$70.11	\$71.87
13	Annual Salary: \$137,654.40	\$141,107.20	\$144,601.60	\$148,220.80	\$151,964.80	\$155,729.60	\$159,640.00	\$163,633.60	\$167,689.60	\$171,912.00
	Bi-Weekly Pay: \$5,294.40	\$5,427.20	\$5,561.60	\$5,700.80	\$5,844.80	\$5,989.60	\$6,140.00	\$6,293.60	\$6,449.60	\$6,612.00
	Hourly Rate: \$66.18	\$67.84	\$69.52	\$71.26	\$73.06	\$74.87	\$76.75	\$78.67	\$80.62	\$82.65

St. Mary's County Salary Schedule - LAW ENFORCEMENT										
GRADE	STEP 1 (BASE)	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
DEPUTY DEP SL1	Annual	\$51,521.60	\$54,100.80	\$56,804.80	\$59,633.60	\$62,628.80	\$65,748.80	\$67,392.00	\$69,076.80	\$70,803.20
	Bi-Weekly	\$1,981.60	\$2,080.80	\$2,184.80	\$2,293.60	\$2,408.80	\$2,528.80	\$2,592.00	\$2,656.80	\$2,723.20
	Hourly	\$24.77	\$26.01	\$27.31	\$28.67	\$30.11	\$31.61	\$32.40	\$33.21	\$34.04
DEPUTY FIRST CLASS / DFC SL2	Annual	\$59,072.00	\$62,025.60	\$65,124.80	\$68,390.40	\$71,801.60	\$75,400.00	\$77,272.00	\$79,206.40	\$81,203.20
	Bi-Weekly	\$2,272.00	\$2,385.60	\$2,504.80	\$2,630.40	\$2,761.60	\$2,900.00	\$2,972.00	\$3,046.40	\$3,123.20
	Hourly	\$28.40	\$29.82	\$31.31	\$32.88	\$34.52	\$36.25	\$37.15	\$38.08	\$39.04
CORPORAL CPL SL3	Annual	\$63,211.20	\$66,372.80	\$69,680.00	\$73,174.40	\$76,835.20	\$80,683.20	\$82,700.80	\$84,760.00	\$86,881.60
	Bi-Weekly	\$2,431.20	\$2,552.80	\$2,680.00	\$2,814.40	\$2,955.20	\$3,103.20	\$3,180.80	\$3,260.00	\$3,341.60
	Hourly	\$30.39	\$31.91	\$33.50	\$35.18	\$36.94	\$38.79	\$39.76	\$40.75	\$41.77
SERGEANT SGT SL4	Annual	\$67,641.60	\$71,011.20	\$74,568.00	\$78,291.20	\$82,201.60	\$86,320.00	\$88,483.20	\$90,688.00	\$92,955.20
	Bi-Weekly	\$2,601.60	\$2,731.20	\$2,868.00	\$3,011.20	\$3,161.60	\$3,320.00	\$3,403.20	\$3,488.00	\$3,575.20
	Hourly	\$32.52	\$34.14	\$35.85	\$37.64	\$39.52	\$41.50	\$42.54	\$43.60	\$44.69
LIEUTENANT LT SL5	Annual	\$75,753.60	\$79,539.20	\$83,512.00	\$87,692.80	\$92,081.60	\$96,678.40	\$99,091.20	\$101,566.40	\$104,124.80
	Bi-Weekly	\$2,913.60	\$3,059.20	\$3,212.00	\$3,372.80	\$3,541.60	\$3,718.40	\$3,811.20	\$3,906.40	\$4,004.80
	Hourly	\$36.42	\$38.24	\$40.15	\$42.16	\$44.27	\$46.48	\$47.64	\$48.83	\$50.06
CAPTAIN CAPT SL6	Annual	\$81,057.60	\$85,113.60	\$89,356.80	\$93,828.80	\$98,529.60	\$103,438.40	\$106,038.40	\$108,680.00	\$111,404.80
	Bi-Weekly	\$3,117.60	\$3,273.60	\$3,436.80	\$3,608.80	\$3,789.60	\$3,978.40	\$4,078.40	\$4,180.00	\$4,284.80
	Hourly	\$38.97	\$40.92	\$42.96	\$45.11	\$47.37	\$49.73	\$50.98	\$52.25	\$53.56
MAJOR MAJ SL7	Annual	\$86,715.20	\$91,062.40	\$95,617.60	\$100,401.60	\$105,414.40	\$110,697.60	\$113,464.00	\$116,292.80	\$119,204.80
	Bi-Weekly	\$3,335.20	\$3,502.40	\$3,677.60	\$3,861.60	\$4,054.40	\$4,257.60	\$4,364.00	\$4,472.80	\$4,584.80
	Hourly	\$41.69	\$43.78	\$45.97	\$48.27	\$50.68	\$53.22	\$54.55	\$55.91	\$57.31

St. Mary's County Salary Schedule - LAW ENFORCEMENT

GRADE	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19
DEPUTY									
Annual Salary:	\$74,401.60	\$76,252.80	\$78,166.40	\$80,121.60	\$82,118.40	\$84,177.60	\$86,278.40	\$88,441.60	\$92,872.00
Bi-Weekly	\$2,861.60	\$2,932.80	\$3,006.40	\$3,081.60	\$3,158.40	\$3,237.60	\$3,318.40	\$3,401.60	\$3,572.00
Hourly	\$35.77	\$36.66	\$37.58	\$38.52	\$39.48	\$40.47	\$41.48	\$42.52	\$44.65
DEPUTY FIRST CLASS / DFC									
Annual Salary	\$85,300.80	\$87,443.20	\$89,627.20	\$91,873.60	\$94,161.60	\$96,512.00	\$98,924.80	\$101,400.00	\$106,475.20
Bi-Weekly	\$3,280.80	\$3,363.20	\$3,447.20	\$3,533.60	\$3,621.60	\$3,712.00	\$3,804.80	\$3,900.00	\$4,095.20
Hourly	\$41.01	\$42.04	\$43.09	\$44.17	\$45.27	\$46.40	\$47.56	\$48.75	\$51.19
CORPORAL									
Annual Salary	\$91,270.40	\$93,558.40	\$95,908.80	\$98,300.80	\$100,755.20	\$103,272.00	\$105,851.20	\$108,513.60	\$113,921.60
Bi-Weekly	\$3,510.40	\$3,598.40	\$3,688.80	\$3,780.80	\$3,875.20	\$3,972.00	\$4,071.20	\$4,173.60	\$4,381.60
Hourly	\$43.88	\$44.98	\$46.11	\$47.26	\$48.44	\$49.65	\$50.89	\$52.17	\$54.77
SERGEANT									
Annual Salary	\$97,676.80	\$100,110.40	\$102,606.40	\$105,185.60	\$107,806.40	\$110,510.40	\$113,276.80	\$116,105.60	\$121,908.80
Bi-Weekly	\$3,756.80	\$3,850.40	\$3,946.40	\$4,045.60	\$4,146.40	\$4,250.40	\$4,356.80	\$4,465.60	\$4,688.80
Hourly	\$46.96	\$48.13	\$49.33	\$50.57	\$51.83	\$53.13	\$54.46	\$55.82	\$58.61
LIEUTENANT									
Annual Salary	\$109,387.20	\$112,132.80	\$114,920.00	\$117,790.40	\$120,744.00	\$123,760.00	\$126,859.20	\$130,020.80	\$136,531.20
Bi-Weekly	\$4,207.20	\$4,312.80	\$4,420.00	\$4,530.40	\$4,644.00	\$4,760.00	\$4,879.20	\$5,000.80	\$5,251.20
Hourly	\$52.59	\$53.91	\$55.25	\$56.63	\$58.05	\$59.50	\$60.99	\$62.51	\$65.64
CAPTAIN									
Annual Salary	\$117,041.60	\$119,974.40	\$122,969.60	\$126,048.00	\$129,188.80	\$132,433.60	\$135,740.80	\$139,131.20	\$146,078.40
Bi-Weekly	\$4,501.60	\$4,614.40	\$4,729.60	\$4,848.00	\$4,968.80	\$5,093.60	\$5,220.80	\$5,351.20	\$5,618.40
Hourly	\$56.27	\$57.68	\$59.12	\$60.60	\$62.11	\$63.67	\$65.26	\$66.89	\$70.23
MAJOR									
Annual Salary	\$125,236.80	\$128,377.60	\$131,580.80	\$134,867.20	\$138,236.80	\$141,689.60	\$145,246.40	\$148,865.60	\$156,312.00
Bi-Weekly	\$4,816.80	\$4,937.60	\$5,060.80	\$5,187.20	\$5,316.80	\$5,449.60	\$5,586.40	\$5,725.60	\$6,012.00
Hourly	\$60.21	\$61.72	\$63.26	\$64.84	\$66.46	\$68.12	\$69.83	\$71.57	\$75.15

St. Mary's County Salary Schedule - Corrections

GRADE	STEP 1 (Base)	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
CORRECTIONAL OFFICER - CO DO1	Annual \$47,174.40 Bi-Weekly \$1,844.40 Hourly \$22.68	\$48,276.80 \$1,856.80 \$23.21	\$49,400.00 \$1,900.00 \$23.75	\$50,523.20 \$1,943.20 \$24.29	\$51,688.00 \$1,988.00 \$24.85	\$52,873.60 \$2,033.60 \$25.42	\$54,100.80 \$2,080.80 \$26.01	\$55,328.00 \$2,128.00 \$26.60	\$56,596.80 \$2,176.80 \$27.21	\$57,928.00 \$2,228.00 \$27.85
CORRECTIONAL OFFICER 1ST COI / DO2	Annual \$51,521.60 Bi-Weekly \$1,981.60 Hourly \$24.77	\$52,707.20 \$2,027.20 \$25.34	\$53,913.60 \$2,073.60 \$25.92	\$55,140.80 \$2,120.80 \$26.51	\$56,430.40 \$2,170.40 \$27.13	\$57,699.20 \$2,219.20 \$27.74	\$59,051.20 \$2,271.20 \$28.39	\$60,403.20 \$2,323.20 \$29.04	\$61,776.00 \$2,376.00 \$29.70	\$62,524.80 \$2,404.80 \$30.06
CORPORAL COII DO3	Annual \$57,345.60 Bi-Weekly \$2,205.60 Hourly \$27.57	\$58,510.40 \$2,250.40 \$28.13	\$59,564.40 \$2,294.40 \$28.68	\$60,860.80 \$2,340.80 \$29.26	\$62,088.00 \$2,388.00 \$29.85	\$63,315.20 \$2,435.20 \$30.44	\$64,584.00 \$2,484.00 \$31.05	\$65,873.60 \$2,533.60 \$31.67	\$67,204.80 \$2,584.80 \$32.31	\$68,806.40 \$2,646.40 \$33.08
SERGEANT COII DO4	Annual \$63,897.60 Bi-Weekly \$2,457.60 Hourly \$30.72	\$65,187.20 \$2,507.20 \$31.34	\$66,497.60 \$2,557.60 \$31.97	\$67,808.00 \$2,608.00 \$32.60	\$69,180.80 \$2,660.80 \$33.26	\$70,574.40 \$2,714.40 \$33.93	\$71,968.00 \$2,768.00 \$34.60	\$73,403.20 \$2,823.20 \$35.29	\$74,880.00 \$2,880.00 \$36.00	\$75,774.40 \$2,914.40 \$36.43
LIEUTENANT CO IV DO5	Annual \$71,323.20 Bi-Weekly \$2,743.20 Hourly \$34.29	\$72,550.40 \$2,790.40 \$34.88	\$73,756.80 \$2,836.80 \$35.46	\$75,025.60 \$2,885.60 \$36.07	\$76,294.40 \$2,934.40 \$36.68	\$77,584.00 \$2,984.00 \$37.30	\$78,915.20 \$3,035.20 \$37.94	\$80,246.40 \$3,086.40 \$38.58	\$81,619.20 \$3,139.20 \$39.24	\$83,532.80 \$3,212.80 \$40.16
CAPTAIN CO V DO6	Annual \$79,664.00 Bi-Weekly \$3,064.00 Hourly \$38.30	\$81,036.80 \$3,116.80 \$38.96	\$82,388.80 \$3,168.80 \$39.61	\$83,803.20 \$3,223.20 \$40.29	\$85,238.40 \$3,278.40 \$40.98	\$86,673.60 \$3,333.60 \$41.67	\$88,150.40 \$3,390.40 \$42.38	\$89,648.00 \$3,448.00 \$43.10	\$91,166.40 \$3,506.40 \$43.83	\$92,185.60 \$3,545.60 \$44.32
DEPUTY WARDEN Civilian Grade 11 DO7	Annual \$79,788.80 Bi-Weekly \$3,068.80 Hourly \$38.36	\$81,161.60 \$3,121.60 \$39.02	\$83,179.20 \$3,199.20 \$39.99	\$85,259.20 \$3,279.20 \$40.99	\$87,401.60 \$3,361.60 \$42.02	\$89,585.60 \$3,445.60 \$43.07	\$91,811.20 \$3,531.20 \$44.14	\$94,099.20 \$3,619.20 \$45.24	\$96,449.60 \$3,709.60 \$46.37	\$105,206.40 \$4,046.40 \$50.58
MAJOR / WARDEN CO VI DO8	Annual \$80,246.40 Bi-Weekly \$3,086.40 Hourly \$38.58	\$84,260.80 \$3,240.80 \$40.51	\$88,462.40 \$3,402.40 \$42.53	\$92,892.80 \$3,572.80 \$44.66	\$97,531.20 \$3,751.20 \$46.89	\$102,419.20 \$3,939.20 \$49.24	\$104,977.60 \$4,037.60 \$50.47	\$107,598.40 \$4,138.40 \$51.73	\$110,302.40 \$4,242.40 \$53.03	\$113,068.80 \$4,348.80 \$54.36

St. Mary's County Salary Schedule - Corrections -

GRADE	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19
CORRECTIONAL OFFICER - CO									
Annual Salary:	\$59,072.00	\$60,257.60	\$61,443.20	\$62,691.20	\$63,918.40	\$65,208.00	\$66,518.40	\$67,849.60	\$68,640.00
Bi-Weekly Pay:	\$2,272.00	\$2,317.60	\$2,363.20	\$2,411.20	\$2,458.40	\$2,508.00	\$2,558.40	\$2,609.60	\$2,640.00
Hourly Rate:	\$28.40	\$28.97	\$29.54	\$30.14	\$30.73	\$31.35	\$31.98	\$32.62	\$33.00
CORRECTIONAL OFFICER 1ST CLASS COI / DO2									
Annual Salary:	\$63,752.00	\$65,041.60	\$66,352.00	\$67,662.40	\$69,014.40	\$70,408.00	\$71,801.60	\$73,236.80	\$73,507.20
Bi-Weekly Pay:	\$2,452.00	\$2,501.60	\$2,552.00	\$2,602.40	\$2,654.40	\$2,708.00	\$2,761.60	\$2,816.80	\$2,827.20
Hourly Rate:	\$30.65	\$31.27	\$31.90	\$32.53	\$33.18	\$33.85	\$34.52	\$35.21	\$35.34
CORPORAL									
Annual Salary:	\$69,950.40	\$71,156.80	\$72,363.20	\$73,590.40	\$74,859.20	\$76,107.20	\$77,417.60	\$78,707.20	\$80,225.60
Bi-Weekly Pay:	\$2,690.40	\$2,736.80	\$2,783.20	\$2,830.40	\$2,879.20	\$2,927.20	\$2,977.60	\$3,027.20	\$3,085.60
Hourly Rate:	\$33.63	\$34.21	\$34.79	\$35.38	\$35.99	\$36.59	\$37.22	\$37.84	\$38.57
SERGEANT									
Annual Salary:	\$77,064.00	\$78,353.60	\$79,705.60	\$81,057.60	\$82,430.40	\$83,824.00	\$85,259.20	\$86,694.40	\$87,630.40
Bi-Weekly Pay:	\$2,964.00	\$3,013.60	\$3,065.60	\$3,117.60	\$3,170.40	\$3,224.00	\$3,279.20	\$3,334.40	\$3,370.40
Hourly Rate:	\$37.05	\$37.67	\$38.32	\$38.97	\$39.63	\$40.30	\$40.99	\$41.68	\$42.13
LIEUTENANT									
Annual Salary:	\$84,780.80	\$86,070.40	\$87,360.00	\$88,649.60	\$90,001.60	\$91,332.80	\$92,705.60	\$94,099.20	\$95,763.20
Bi-Weekly Pay:	\$3,260.80	\$3,310.40	\$3,360.00	\$3,409.60	\$3,461.60	\$3,512.80	\$3,565.60	\$3,619.20	\$3,683.20
Hourly Rate:	\$40.76	\$41.38	\$42.00	\$42.62	\$43.27	\$43.91	\$44.57	\$45.24	\$46.04
CAPTAIN									
Annual Salary:	\$93,579.20	\$94,972.80	\$96,387.20	\$97,843.20	\$99,299.20	\$100,796.80	\$102,315.20	\$103,833.60	\$104,707.20
Bi-Weekly Pay:	\$3,599.20	\$3,652.80	\$3,707.20	\$3,763.20	\$3,819.20	\$3,876.80	\$3,935.20	\$3,993.60	\$4,027.20
Hourly Rate:	\$44.99	\$45.66	\$46.34	\$47.04	\$47.74	\$48.46	\$49.19	\$49.92	\$50.34
DEPUTY WARDEN									
Annual Salary:	\$108,035.20	\$110,968.00	\$113,963.20	\$117,041.60	\$120,203.20	\$123,448.00	\$126,776.00	\$130,208.00	\$134,638.40
Bi-Weekly Pay:	\$4,155.20	\$4,268.00	\$4,383.20	\$4,501.60	\$4,623.20	\$4,748.00	\$4,876.00	\$5,008.00	\$5,178.40
Hourly Rate:	\$51.94	\$53.35	\$54.79	\$56.27	\$57.79	\$59.35	\$60.95	\$62.60	\$64.73
MAJOR / WARDEN									
Annual Salary:	\$115,876.80	\$118,788.80	\$121,742.40	\$124,779.20	\$127,920.00	\$131,102.40	\$134,388.80	\$137,758.40	\$144,643.20
Bi-Weekly Pay:	\$4,456.80	\$4,568.80	\$4,682.40	\$4,799.20	\$4,920.00	\$5,042.40	\$5,168.80	\$5,298.40	\$5,563.20
Hourly Rate:	\$55.71	\$57.11	\$58.53	\$59.99	\$61.50	\$63.03	\$64.61	\$66.23	\$69.54

St. Mary's County Salary Schedule - State's Attorney

Grade - SA	Step 1	Step 2	Step 3	Step 4	Step 5	
Assistant State's Attorney 1 Position # 30080	Annual Salary:	\$81,608.00	\$83,648.20	\$85,688.40	\$87,728.60	\$89,768.80
	Bi-Weekly Pay:	\$3,138.77	\$3,217.24	\$3,295.70	\$3,374.18	\$3,452.65
	Hourly Rate:	\$39.23	\$40.22	\$41.20	\$42.18	\$43.16
Assistant State's Attorney 2 Position # 30090	Annual Salary:	\$91,809.00	\$93,849.20	\$95,889.40	\$97,929.60	\$99,969.80
	Bi-Weekly Pay:	\$3,531.11	\$3,609.58	\$3,688.06	\$3,766.52	\$3,844.99
	Hourly Rate:	\$44.14	\$45.12	\$46.10	\$47.08	\$48.06
Assistant State's Attorney 3 Position # 30065	Annual Salary:	\$102,010.00	\$104,050.20	\$106,090.40	\$108,130.60	\$110,170.80
	Bi-Weekly Pay:	\$3,923.46	\$4,001.93	\$4,080.40	\$4,158.87	\$4,237.34
	Hourly Rate:	\$49.04	\$50.02	\$51.01	\$51.99	\$52.97
Senior Assistant State's Attorney 1 Position # 30085; Chief of District Court Position # 30091; Chief of Circuit Court	Annual Salary:	\$112,211.00	\$114,251.20	\$116,291.40	\$118,331.60	\$120,371.80
	Bi-Weekly Pay:	\$4,315.81	\$4,394.28	\$4,472.74	\$4,551.22	\$4,629.69
	Hourly Rate:	\$53.95	\$54.93	\$55.91	\$56.89	\$57.87
Senior Assistant State's Attorney 2 Position # 30086	Annual Salary:	\$122,412.00	\$124,452.20	\$126,492.40	\$128,532.60	\$130,572.80
	Bi-Weekly Pay:	\$4,708.15	\$4,786.62	\$4,865.10	\$4,943.56	\$5,022.03
	Hourly Rate:	\$58.85	\$59.83	\$60.81	\$61.79	\$62.78
Senior Assistant State's Attorney 3 Position #	Annual Salary:	\$132,613.00	\$134,653.20	\$136,693.40	\$138,733.60	\$140,773.80
	Bi-Weekly Pay:	\$5,100.50	\$5,178.97	\$5,257.44	\$5,335.90	\$5,414.38
	Hourly Rate:	\$63.76	\$64.74	\$65.72	\$66.70	\$67.68
Deputy State's Attorney Position # 30070	Annual Salary:	\$142,814.00	\$144,854.20	\$146,894.40	\$148,934.60	\$150,974.80
	Bi-Weekly Pay:	\$5,492.85	\$5,571.31	\$5,649.78	\$5,728.26	\$5,806.72
	Hourly Rate:	\$68.66	\$69.64	\$70.62	\$71.60	\$72.58

MISCELLANEOUS INFORMATION

- TAXES
- FUND BALANCE
- HISTORY & FACTS
- ORDINANCES
- POLICIES
- FEES

ST. MARY'S COUNTY TAX RATES

TAX	BASIS	FY2020 APPROVED RATE	FY2021 APPROVED RATE
Property Tax	Per \$100 of assessed value	0.8478	0.8478
Local Income Tax	Percentage of taxable income	3.17%	3.17%
Admissions & Amusement Tax	Percentage of receipts	2%	2%
Recordation Tax	Per each \$500 of value when property is sold and title recorded	Oper \$3.65 CIP Ag .35	Oper \$3.65 CIP Ag .35
Transfer Tax	Property transfer value	1%	1%
Trailer Park Tax	Space rental receipts	10%	10%
Cable T.V. Franchise Tax	Percentage of subscriber revenues	5%	5%
911 Fee (Local)	Monthly telephone bill	75¢	75¢
Public Accommodations Tax	Percentage of transient charge	5%	5%
Energy Taxes:			
Electricity Tax	% of the billed unit charge per kilowatt-hour	1.25%	1.25%
Fuel Oil	% of the billed unit charge per gallon	1.25%	1.25%
Liquefied Petroleum	% of the billed unit charge per lb.	1.25%	1.25%
Natural Gas	% of the billed unit sales	1.25%	1.25%
Impact Fees:			
Schools 57.41%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$4,906	\$2,864
	1,200 to 2,399 sq. ft.	\$5,202	\$3,064
	2,400+ sq. ft.	\$5,498	\$3,265
Parks 5.28%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$191	\$264
	1,200 to 2,399 sq. ft.	\$203	\$282
	2,400+ sq. ft.	\$214	\$300
Roads 37.31%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$1,275	\$1,861
	1,200 to 2,399 sq. ft.	\$1,351	\$1,992
	2,400+ sq. ft.	\$1,428	\$2,121
Total Impact Fees 100%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$6,372	\$4,989 *
	1,200 to 2,399 sq. ft.	\$6,756	\$5,338 *
	2,400+ sq. ft.	\$7,140	\$5,686 *

* Phase-in year three, approved methodology on March 24,2020. Full fee calculated FY2021 \$2,779.

COMPARISON OF SELECTED TAXES AND FEES BY SUBDIVISION - FY2020

Subdivision	Real Property Tax (1)	Homestead Property Tax Credit	Local Income Tax (2)	Recordation Tax	Local Transfer Tax	Admissions & Amusement Tax	Trailer Park Tax	Local "911" Fee	Hotel/Motel Tax	Single Dwelling Impact Fee	Residential Energy Taxes	Cable Tax
ALLEGANY	0.9750	4%	3.05%	\$3.50	0.5%	7.5%	15.0%	\$0.75	8.0%	None	.30 / ton coal	5.0%
ANNE ARUNDEL	0.9350	2%	2.81%	\$3.50	1.0%	10.0%	0.0%	\$0.75	7.0%	\$ 13,793	\$0.0025 NR Elec	5.0%
BALTIMORE CITY	2.2480	4%	3.20%	\$1.00	1.5%	10.0%	0.0%	\$0.75	9.5%	None	\$0.008547 kWh Comm - Elect.	5.0%
BALTIMORE COUNTY	1.1000	4%	3.20%	\$2.50	1.5%	10.0%	0.0%	\$0.75	10.0%	None	\$.00530 / kwh - NR Electric	5.0%
CALVERT	0.9370	10%	3.00%	\$5.00	0.0%	1.0%	20.0%	\$0.75	5.0%	None	0.0%	5.0%
CAROLINE	0.9800	5%	3.20%	\$5.00	0.5%	0.0%	\$0.00	\$0.75	5.0%	None	0.0%	0.0%
CARROLL	1.0180	5%	3.03%	\$5.00	0.0%	10.0%	\$10.00	\$0.75	5.0%	\$ 533	0.0%	5.0%
CECIL	1.0410	4%	3.00%	\$4.10	0.5%	6.0%	unit/month	\$0.75	6.0%	None	0.0%	5.0%
CHARLES	1.1410	7%	3.03%	\$5.00	0.5%	10.0%	\$15/mo	\$0.75	5.0%	None	0.00%	5.0%
DORCHESTER	1.0000	5%	3.20%	\$5.00	0.75%	5.0%	0.0%	\$0.75	5.0%	None	0.00%	0.0%
FREDERICK	1.0600	5%	2.96%	\$6.00	0.0%	0.0%	0.0%	\$0.75	5.0%	\$ 15,515	0.00%	0.0%
GARRETT	1.0560	5%	2.65%	\$3.50	1.0%	6.0%	15.0%	\$0.75	8.0%	None	.30 / ton coal	n/a
HARFORD	1.0420	5%	3.06%	\$6.60	1.0%	5.0%	\$0.00	\$0.75	6.0%	\$ 11,400	0.00%	3.0%
HOWARD	1.0140	5%	3.20%	\$2.50	1.0%	7.5%	0.0%	\$0.75	7.0%	None	0.00%	5.0%
KENT	1.0220	5%	3.20%	\$3.30	0.5%	4.5%	0.0%	\$0.75	5.0%	None	0.00%	3.0% & 5.0%
MONTGOMERY	0.9790	10%	3.20%	\$6.75	0.25 - 6%	7.0%	0.0%	\$0.75	7.0%	regional rates	\$.01978/kwh - NR Electric	5.0%
PRINCE GEORGE'S	1.0000	2%	3.20%	\$2.75	1.4%	10.0%	0.0%	\$0.75	7.0%	\$ 36,924	\$.009908kwh Electric	5.0%
QUEEN ANNE'S	0.8470	5%	3.20%	\$4.95	0.5%	5.0%	0.0%	\$0.75	5.0%	\$5.48 sf ft	0.00%	5.0%
ST. MARY'S	0.8478	3%	3.17%	\$4.00	1.0%	2.0%	10.0%	\$0.75	5.0%	\$4,989 - \$5,686	1.25% Unit	5.0%
SOMERSET	1.0000	10%	3.20%	\$3.30	0.0%	4.0%	0.0%	\$0.75	5.0%	None	0.00%	3.0%
TALBOT	0.6372	0%	2.40%	\$6.00	1.0%	5.0%	\$50/qtr	\$0.75	8.0%	\$ 25,082	0.00%	5.0%
WASHINGTON	0.9480	5%	3.20%	\$3.80	0.5%	5.5%	15.0%	\$0.75	6.0%	None	0.00%	0.0%
WICOMICO	0.9350	5%	3.20%	\$3.50	0.0%	6.0%	15.0%	\$0.75	6.0%	None	0.00%	5.0%
WORCESTER	0.8450	3%	2.25%	\$3.30	0.5%	3.0%	15.0%	\$0.75	4.5%	None	0.00%	n/a

(1) Per \$100 of assessed value.

Many counties levy special service property taxes by district. (St. Mary's County has an additional Fire tax ranging from 2.4 to 5.6 cents depending upon election district and Rescue tax ranging from 0.9 to 3.0 cents.)

(2) As percent of Maryland State taxable income.

Sources: Maryland Association of Counties - Budgets, Tax Rates, & Selected Statistics, Fiscal Year 2020

Impact Fees - Phase in Year Three - July 1, 2020 to \$4,989 per dwelling size up to 1,199 sq. ft.; \$5,338 per size 1,200 to 2,399 sq. ft.; \$5,686 per size 2,400+ sq. ft.

IMPACT OF LOCAL TAXES

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

Average Residential Property Taxpayer

Fair Market Value			\$289,900 *
Current Property Tax Bill:	<i>Rate per \$100</i>		
County Property Tax	0.8478	***	\$2,458
Fire Tax	0.056		162
Rescue Tax	0.03		87
Emergency Services Support Tax	0.024		70
			<hr/>
Sub-Total			\$ 2,777
Solid Waste & Recycling Fee	per property		\$94.68
Total			<u>\$ 2,871</u>

Average St. Mary's County Personal Income Tax Return

MD Adjusted Gross Income			\$89,916 **
Net Taxable Income			\$76,501 **
Net County Income Tax	3.17%	\$	2,425

* Based on average value of homes sold in FY2019 from State Department of Assessments and Taxation

**Based on 41,691 taxable returns filed for tax year 2018

Source: Income Tax Summary Report, Tax Year 2018, State Comptroller's Office.

ST. MARY'S COUNTY TAX RATES

FISCAL YEAR	APPROVED TAX RATE	CONSTANT YIELD TAX RATE	INCOME TAX
2002	.908	.883	3.10%
2003	.908	.889	3.10%
2004	.908	.887	3.10%
2005	.878	.880	3.05%
2006	.872	.833	3.00%
2007	.857	.812	3.00%
2008	.857	.791	3.00%
2009	.857	.782	3.00%
2010	.857	.798	3.00%
2011	.857	.8192	3.00%
2012	.857	.8607	3.00%
2013	.857	.8608	3.00%
2014	.857	.8526	3.00%
2015	.857	.8532	3.00%
2016	.8523	.8523	3.00%
2017	.8523	.8468	3.00%
2018	.8478	.8478	3.00%
2019	.8478	.8443	3.00%
2020	.8478	.8426	3.17%
2021	.8478	.8359	3.17%

The approved property tax rate for FY2021 is \$.8478 per \$100 of assessed valuation. This is .0119 higher than the "constant yield" tax rate that is .8359, which is certified to the County by the State Department of Assessments and Taxation letter dated February 14, 2020. The "constant yield" rate is that rate necessary to offset any overall increase/decrease in the level of assessments on existing properties. The estimated annual revenue yield from each 1¢ on the property tax rate is approximately \$1.4 million.

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

ST. MARY'S COUNTY

ASSESSABLE PROPERTY BASE

	BUDGET ESTIMATE FY2020	BUDGET ESTIMATE FY2021
Real Property-Full Value:		
Full Year	\$12,545,332,781	\$12,818,509,670
Half Year		54,692,330
Business Personal Property	175,000,000	170,000,000
Public Utilities	129,116,000	130,193,000
Total Assessable Base	\$12,849,448,781	\$13,173,395,000

Source: State Department of Assessments and Taxation (SDAT), Constant Yield Letter dated February 14, 2020 - for real property. The SDAT website on 03/31/2020 - for personal property and utilities. The assessment increase for FY2021 is 2.5%.

DEBT AND FUND BALANCE

DEBT

The St. Mary's County Code requires that the budget include a statement of the bonded and other indebtedness of the County government and its agencies, including self-liquidating and special taxing district debts. The following statement of long-term obligations is included in the Annual Financial Statement and Independent Auditors' Report of the County Commissioners of St. Mary's County for the year ended June 30, 2019.

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

DEBT MEASUREMENT

Two ratios that are completed during the review of the Capital Improvement Budget process are "Debt to Assessed Value" and "Debt Service to Revenues". In the latest Debt Capacity statement completed – the "Debt to Assessed Value" ratio ranged from 1.84% to 2.13% in the six-year plan. The "Debt Service to Revenues" ratio ranged from 5.08% to 6.11%, beneath the policy limit of 10%.

FUND BALANCE

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

The June 30, 2019 audit reflects an unassigned general fund balance of \$30,346,299. The County's Fund Balance Policy approved in August 2015, states we will maintain or be above 15%. As of June 30, 2019, the ratio of County Reserves to Revenues is 20%. County reserves consist of the Unassigned Fund Balance, the Bond Rating Reserve, and the Rainy-Day Fund.

It is important to the County and the Rating Agencies to maintain a high level of reserves to avoid sudden disruption or elimination of services. These County Reserves allow time to plan and address changes such as revenue shortfalls, or cost shifts. The FY2021 Approved Budget includes designation of Fund Balance from the Unassigned for CIP Pay-Go in the amount of \$4,680,000 and \$281,718 for non-recurring expenditures in the general fund for FY2021. With these uses of unassigned fund balance the County will remain within the 15% policy.

Commissioners of St. Mary's County
Notes to Financial Statements
June 30, 2019

The annual requirements to amortize all debt outstanding as of June 30, 2019 including interest of \$25,625,900, except for the accrued landfill closure and postclosure costs, accumulated unpaid leave benefits, and exempt financing, are as follows:

<u>Years ending June 30,</u>	<u>Governmental Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 10,063,440	\$ 3,077,441	\$ 13,140,881
2021	7,776,440	2,818,438	10,594,878
2022	8,030,440	2,575,078	10,605,518
2023	6,375,440	2,332,439	8,707,879
2024	6,584,440	2,104,051	8,688,491
2025-2029	22,255,445	7,620,165	29,875,610
2030-2034	17,529,193	3,644,004	21,173,197
2035-2039	<u>15,036,616</u>	<u>1,094,284</u>	<u>16,130,900</u>
Total	<u>\$ 93,651,454</u>	<u>\$ 25,265,900</u>	<u>\$ 118,917,354</u>

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

	General		Special		Total
	Obligation	State Loans	Assessment	Fund	
Principal	\$ 92,424,000	\$ 623,953	\$ 603,501	\$ 93,651,454	
Interest	<u>25,265,900</u>	-	-	<u>25,265,900</u>	
	<u>\$ 117,689,900</u>	<u>\$ 623,953</u>	<u>\$ 603,501</u>	<u>\$ 118,917,354</u>	

Note that this is a copy of page 64 from the Commissioners of St. Mary's County, MD FY2019 Audited Financial Statements

DEBT AFFORDABILITY

Debt affordability is evaluated from both a legal and a financial perspective. St Mary's County is one of a number of jurisdictions, which has established a legal limitation on the amount of debt, which the government can incur. In Chapter 27 of the St. Mary's Code, the legal debt limitation is based on the aggregate amount of debt outstanding at any one time, which may not exceed 2.15% of the County's assessable property tax base. This limit includes the debt from St. Mary's Metropolitan Commission, the water and sewer utility. Excluded from this calculation are bonds issued for projects to be paid from other than county government sources, such as special-taxing district's state loans.

A legal ceiling on debt, however, is just a part of the determination of debt affordability. There is a need to examine the economics of debt, not just its legality. Under the most favorable circumstances, a local government's debt is:

- proportional in size and rate of growth to its tax base;
- does not extend past the useful life of the facilities that it finances;
- is not used to balance the operating budget;
- does not require repayment schedules that put excessive burdens on operating expenditures;
- not so high as to jeopardize the government's credit rating.

Evaluations of the County's credit worthiness by the three major credit rating agencies (Moody's Investors Service, Standard & Poor's, and Fitch) in April 2020 resulted in the conclusion that debt levels were moderate, debt service requirements were manageable, amortization of outstanding debt was rapid, and that overall debt was within various parameters established for assessing debt burden.

The County's ratings currently are AA+ (stable outlook) for Fitch, AA+ (stable outlook) for Standard & Poor's and Aa1 (positive outlook) for Moody's Investors Service. These ratings apply to all outstanding general obligation bond debt.

There are two key debt affordability measures that the County considers in developing its operating and capital budgets and will closely monitor in the future. These are:

- Outstanding general obligation bond debt as a percent of the assessable base

St. Mary's County Legal Debt Limit	2.15%
St. Mary's County 7/1/2020 Debt Percentage	1.64%
- General Fund Debt Service as a percent of General Fund Expenditures

St. Mary's County Debt Policy	10.00%
St. Mary's County FY2021	5.08%

Current projections indicate that based on the FY2021 Capital Budget and 5-year plan, the County will stay well within the parameters set by the Commissioners of St. Mary's County based on the current debt capacity analysis. It is the County's intention to continue to monitor debt affordability measures in the context of the entire County financial position, and to continue to manage the balance between programmatic needs and fiscal affordability.

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

Estimated July 1, 2020 assessed property value	\$13,118,702,670
Legal debt limit	2.15%
Borrowing limitation under the law	\$282,052,107
Outstanding debt issued as of July 1, 2020*	\$215,559,643
Debt margin as of July 1, 2020	\$66,492,464
Ratio of debt to assessed property value	1.64%

Note:

The St. Mary's County Code Legal Debt Limit may not exceed 2.15% of the assessable property base of the County. Excluded from this calculation are bonds issued for projects to be paid from other than County government sources (e.g., special-taxing districts). The County's ratio of debt to estimated assessed property value as of July 1, 2020 is estimated to be 1.64%. By comparison, the ratio as of July 1, 2019 was 1.49%. Based on the plan, and other assumptions, the ratio is estimated to range from 1.84% to 2.13% in the 6-year capital plan.

The legal debt limit must be analyzed in conjunction with other debt affordability measures such as debt service as a percent of general fund revenues, debt per capita, and debt as a percentage of per capita personal income. The County policy also calls for debt service to be less than 10% of the expenses. These debt measures are reviewed with each budget phase by the Department of Finance. The ratio of debt service to the operating budget stays well below the 10% required by the County's debt policy. The ratio for FY2020 was 5.52%. Based on the capital plan, and other assumptions, the ratio is expected to be 5.08% in FY2021, and is expected to range from 5.08% to 6.11% in the 6 year plan.

*Includes the estimated debt of Metcom as of July 1, 2020 in the amount of \$101,971,629 plus the County's debt of \$113,588,014.

DEBT CAPACITY - PROJECTED THROUGH 2026

Fiscal year	2021	2022	2023	2024	2025	2026
Projected Assessable Base as of March 2020	13,173,395,000	13,436,862,900	13,705,600,158	13,979,712,161	14,259,306,404	14,544,492,532
% increase	2.5%	2.0%	2.0%	2.0%	2.0%	2.0%
Legal Debt Limit of 2.15%	283,227,993	288,892,552	294,670,403	300,563,811	306,575,088	312,706,589
Potential Borrowing - County	30,000,000	30,000,000	25,000,000	25,000,000	20,000,000	20,000,000
Potential Borrowing - METCOM	12,307,638	11,716,931	5,592,127	8,695,959	6,980,668	4,555,481
<u>Calculations based on potential borrowing</u>						
Outstanding Debt - METCOM	107,379,038	111,917,635	110,038,488	111,078,633	110,260,530	107,106,131
Outstanding Debt - County	134,791,553	154,494,655	169,668,292	183,599,009	192,964,788	202,444,062
Total Debt - County & METCOM	242,170,591	266,412,290	279,706,780	294,677,642	303,225,318	309,550,193
Outstanding Debt as % of Assessable Base	1.84%	1.98%	2.04%	2.11%	2.13%	2.13%
Debt Margin	41,057,402	22,480,262	14,963,623	5,886,169	3,349,770	3,156,396
Debt Service (Assumption: 20 years @ 3%)						
PRINCIPAL	8,796,461	10,296,898	9,826,363	11,069,283	10,634,221	10,520,726
INTEREST	3,806,932	4,723,589	5,202,422	5,589,490	5,895,785	6,111,318
Total debt service	12,603,393	15,020,487	15,028,785	16,658,773	16,530,006	16,632,044
General Fund Operating Budget - Revenues - multi-yr Recurring	248,250,005	259,083,636	265,746,049	272,593,449	279,596,341	287,984,231
Percent Increase/Change	4.2%	4.4%	2.6%	2.6%	2.6%	3.0%
Debt Service	12,603,393	15,020,487	15,028,785	16,658,773	16,530,006	16,632,044
Debt Service as % of Total Revenues	5.08%	5.80%	5.66%	6.11%	5.91%	5.78%

COMMISSIONERS OF ST. MARY’S COUNTY

**Notes to the Financial Statements
June 30, 2019**

7. FUND BALANCES

A summary of the nonspendable, restricted, committed, assigned and unassigned fund balances as of June 30, 2019 are as follows:

	General Fund	Special Revenue Funds		Debt Service Fund	Capital Projects Fund
		Fire & Rescue Revolving	Emergency Support	Special Assessments	
Nonspendable					
Inventory	\$ 1,325,694	\$ -	\$ -	\$ -	\$ -
Prepaid expenses	94,854				
Interfund advance (Wicomico)	671,167	-	-	-	-
Total nonspendable	<u>2,091,715</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Restricted					
Domestic Violence Programs	2,040	-	-	-	-
County matching funds for approved grants	287,154	-	-	-	-
Funding sources specified for capital projects					
Land preservation	-	-	-	-	1,999,082
Various capital projects - transfer tax	-	-	-	-	14,972,453
County pay-go	-	-	-	-	2,529,551
Roads- impact fees	-	-	-	-	528,119
Roads- mitigation	-	-	-	-	96,517
Parks- impact fees	-	-	-	-	468,354
Parks- mitigation	-	-	-	-	753
Schools-impact fees	-	-	-	-	7,167,716
Schools-mitigation	-	-	-	-	34,125
Total restricted	<u>289,194</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>27,796,670</u>
Committed					
Bond rating reserve	14,293,924	-	-	-	-
Rainy day fund	1,625,000	-	-	-	-
Operating Budget, non-recurring items	14,881,410				
Other, net, including grants	-	399,078	888,883	459,108	-
Total committed	<u>30,800,334</u>	<u>399,078</u>	<u>888,883</u>	<u>459,108</u>	<u>-</u>
Assigned	2,118,088	-	-	-	-
Unassigned	30,346,299	-	-	-	(2,364,571)
Total fund balances	<u>\$ 65,645,630</u>	<u>\$ 399,078</u>	<u>\$ 888,883</u>	<u>\$ 459,108</u>	<u>\$ 25,432,099</u>

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

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

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

COMMISSIONERS OF ST. MARY'S COUNTY

Notes to the Financial Statements June 30, 2019

7. FUND BALANCES (continued)

The non-spendable fund balance includes:

Inventory - The amount of inventory at June 30, 2019, carried as an asset.

The restricted fund balance includes:

- Domestic violence programs - The amount of marriage license fees committed for domestic violence programs, by resolution.
- County matching funds for approved grants – The amount of county funding that is committed as a match to grants that were budgeted in FY2019, but for which the period extends beyond June 30, 2019. These funds will be needed to meet the obligations of the grant.
- Revenues appropriated for capital projects - The amount of revenue collected to date, which has been obligated through the budget process for specific capital projects and will be used for future capital project expenses.

The committed fund balance includes:

- Bond Rating Reserve – set by ordinance, at a minimum of 6% of the next year's revenues
- Bond Rainy Day Fund – established by the Commissioners for unanticipated events.

The debt service fund assigned fund balance includes:

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

The general fund assigned fund balance is composed of:

Encumbrances	\$ 901,310
Miscellaneous revolving fund	<u>1,216,778</u>
	<u>\$2,118,088</u>

When unassigned fund balance is used, it is used for one-time, non-recurring expenses. In May 2019, as part of the approval of the fiscal year 2020 budget, the Board approved to use fiscal year 2018 unassigned fund balance for operating non-recurring \$1,891,983 and CIP Pay-Go of \$12,989,427. \$21,620,262 remains unused of the fiscal year 2018 unassigned fund balance; to help avoid sudden disruption or elimination of services, by allowing time for a plan to be developed to address such changes, revenue shortfalls, or cost shifts. And, given the still uncertain economy and the federal budget situation and its impact on the

COMMISSIONERS OF ST. MARY'S COUNTY

Notes to the Financial Statements June 30, 2019

7. FUND BALANCES (continued)

County's largest employment sector, it can help the County to weather negative revenue results for a limited period.

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

General Fund
Statement of Operating Revenues and Expenditures

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Revenues					
Property Taxes	\$ 110,200,973	\$ 109,091,603	\$ 107,137,471	\$ 105,273,048	\$ 104,538,846
Income Taxes	97,443,439	90,410,603	88,167,869	85,525,116	81,002,813
Other Local Taxes	8,927,308	8,441,786	8,231,872	7,791,980	7,397,844
Highway User Revenues	1,674,910	1,187,782	900,948	901,966	762,266
Licenses & Permits	1,547,506	1,533,482	1,654,929	1,574,154	1,581,154
Intergovernmental	6,193,223	7,105,344	9,837,258	9,859,122	10,364,668
Charges for Services	3,365,994	3,023,296	3,895,412	2,679,243	3,048,393
Fines & Forfeitures	223,225	376,635	289,646	212,776	264,853
Other Revenues	2,077,767	1,132,282	527,714	345,909	469,855
Total Revenues	<u>231,654,345</u>	<u>222,302,813</u>	<u>220,643,119</u>	<u>214,163,314</u>	<u>209,430,692</u>
Expenditures					
General Government	23,672,862	22,039,539	22,324,501	21,943,087	20,662,550
Public Safety	45,633,466	41,447,745	41,428,865	43,357,839	38,266,497
Public Works	10,381,218	12,730,147	9,019,174	9,288,129	9,076,657
Health	2,789,716	3,024,679	7,048,799	7,383,969	7,038,830
Social Services	4,418,434	4,278,970	4,213,410	4,356,043	4,114,893
Primary & Secondary Education	106,264,748	104,290,217	104,704,831	99,922,025	95,846,940
Post-Secondary Education	4,375,137	4,272,365	4,267,365	4,257,845	3,995,506
Parks, Recreation & Culture	4,053,440	3,879,847	3,848,472	3,855,553	3,800,521
Libraries	2,878,050	2,800,572	2,684,574	2,588,064	2,498,064
Conservation of Natural Resources	680,202	361,450	533,329	478,171	491,408
Housing	-	-	-	-	-
Economic Development & Opportunity	2,463,971	2,773,722	2,118,755	1,818,051	1,515,675
Debt Service	11,635,436	11,228,198	10,012,559	9,356,779	9,787,899
Other, principally OPEB	4,163,946	3,222,191	3,197,456	9,700,366	7,036,710
Total Expenditures	<u>223,410,626</u>	<u>216,349,642</u>	<u>215,402,090</u>	<u>218,305,921</u>	<u>204,132,150</u>
Excess of Revenues Over (Under) Expenditures	8,243,719	5,953,171	5,241,029	(4,142,607)	5,298,542
Other Financing Sources & Uses					
Exempt Financing Proceeds	-	4,757,943	-	2,917,045	1,659,342
Subsidy to Enterprise Fund	-	-	-	-	(950,000)
Capital Projects-General Fund PayGo	(2,774,891)	(365,518)	2,972,992	(5,790,621)	(3,815,092)
Total Other Financing & Uses	(2,774,891)	4,392,425	2,972,992	(2,873,576)	(3,105,750)
Net Increase(Decrease) in Fund Balances	5,468,828	10,345,596	8,214,021	(7,016,183)	2,192,792
FUND BALANCE					
Beginning of the year	60,176,802	49,831,206	41,617,185	48,633,368	46,440,576
End of Year	<u>\$ 65,645,630</u>	<u>\$ 60,176,802</u>	<u>\$ 49,831,206</u>	<u>\$ 41,617,185</u>	<u>\$ 48,633,368</u>

General Fund
Summary of Fund Balance
Fiscal Years Ended June 30

	Fiscal Year				
	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Fund Balances:					
Non-Spendable	\$ 2,091,715	\$ 2,232,100	\$ 2,163,987	\$ 2,182,860	\$ 2,233,637
Restricted	289,194	229,487	292,383	1,744,731	1,795,465
Committed	30,800,334	17,334,227	14,955,021	14,955,021	26,425,661
Assigned	2,118,088	3,879,316	2,025,064	1,207,947	1,498,441
Unassigned	<u>30,346,299</u>	<u>36,501,672</u>	<u>30,394,751</u>	<u>21,526,626</u>	<u>16,680,164</u>
Total Fund Balance	<u>\$ 65,645,630</u>	<u>\$ 60,176,802</u>	<u>\$ 49,831,206</u>	<u>\$ 41,617,185</u>	<u>\$ 48,633,368</u>

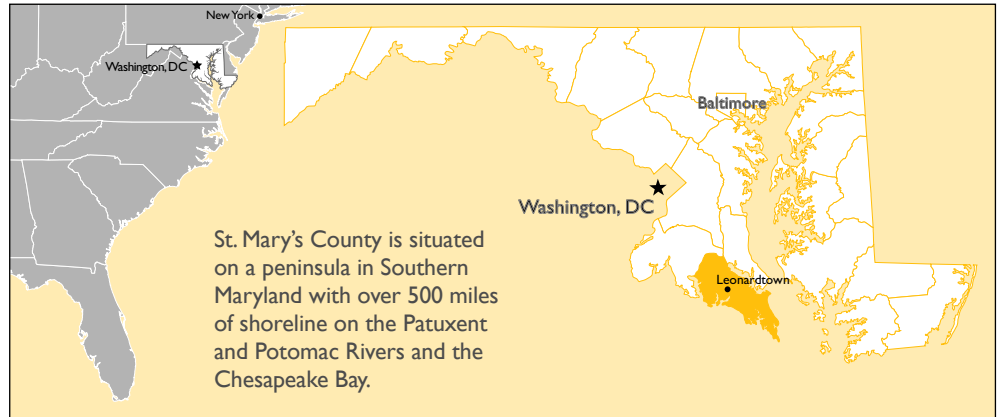
Source: St. Mary's County Department of Finance.

Brief Economic Facts

ST. MARY'S COUNTY, MARYLAND

St. Mary's County is a world-class center for research, development, testing and evaluation of aviation and unmanned and autonomous systems (UAS) and the advanced manufacturing and aircraft modification industries. The county has over 200 high-tech aerospace and defense companies, and more aerospace engineers per capita than any place in the country.

With over 500 miles of shoreline, St. Mary's offers high-tech jobs in a coastal setting. The Naval Air Station (NAS) Patuxent River, home to the U.S. Navy's Naval Air Systems Command (NAVAIR) and the Naval Air Warfare Center Aircraft Division (NAWCAD), employs approximately 25,000 military, civilian, and contract personnel. The emerging Airport Innovation District will become a center for UAS innovation and collaboration as the University System of Maryland expands its footprint and public-private partnerships facilitate development and growth. St. Mary's County's private sector industries generate \$3.6 billion in economic output.



The county's location allows for easy access to major metropolitan areas and the regulatory center of Washington, D.C. while offering residents an affordable and exceptional quality of life. St. Mary's County has one of the youngest populations in Maryland, one of the fastest growing economies, and many outdoor sports and recreational opportunities. St. Mary's County is where good ideas *take flight*.

LOCATION

Driving distance from Leonardtown:	Miles	Kilometers
Atlanta, Georgia	613	986
Baltimore, Maryland	81	131
Boston, Massachusetts	477	768
Chicago, Illinois	741	1,192
New York, New York	266	428
Philadelphia, Pennsylvania	177	284
Pittsburgh, Pennsylvania	277	446
Richmond, Virginia	95	152
Washington, DC	54	87

CLIMATE AND GEOGRAPHY¹

Yearly Precipitation (inches)	46.2
Yearly Snowfall (inches)	14.5
Summer Temperature (°F)	75.3
Winter Temperature (°F)	37.6
Days Below Freezing	81.4
Land Area (square miles)	372.5
Water Area (square miles)	37.7
Shoreline (miles)	536
Elevation (feet)	sea level to 192

POPULATION^{2,3}

	St. Mary's County Households	St. Mary's County Population	Maryland Population
2000	30,642	86,211	5,296,486
2010	37,604	105,151	5,773,552
2020*	43,634	120,150	6,141,900

*Projections

Selected places population (2010): California 11,857; Lexington Park 11,626; Golden Beach 3,796; Leonardtown 2,930; Mechanicsville 1,508; Charlotte Hall 1,420

POPULATION DISTRIBUTION^{2,3} (2018)

Age	Number	Percent
Under 5	7,162	6.4
5 - 19	23,154	20.6
20 - 44	37,192	33.0
45 - 64	30,426	27.0
65 and over	14,730	13.1
Total	112,664	100.0
Median age		36.8 years

Brief Economic Facts ST. MARY'S COUNTY, MARYLAND

LABOR AVAILABILITY^{3,4,5} (BY PLACE OF RESIDENCE)

Civilian Labor Force (2018 avg.)	Labor Mkt.	
	County	Area*
Total civilian labor force	55,295	189,520
Employment	53,193	182,380
Unemployment	2,102	7,140
Unemployment rate	3.8%	3.8%

Residents commuting outside the county to work (2013-2017)	Number	Percent
	14,201	25.8%

Employment in selected occupations (2013-2017)		
Management, business, science and arts	24,223	44.8%
Service	8,821	16.3%
Sales and office	10,767	19.9%
Production, transp. and material moving	4,157	7.7%

* St. Mary's, Calvert and Charles counties

MAJOR EMPLOYERS^{6,7} (2018-2019)

Employer	Product/Service	Employment
Naval Air Station Patuxent River*	Military installation	11,915
MedStar St. Mary's Hospital	Hospital system	1,260
DynCorp International	Aircraft services, logistics	1,020
KBRwyle	Logistics, engr., oper. mgmt.	700
BAE Systems	Tech. products and services	645
General Dynamics	Defense engineering, IT	600
St. Mary's College of Maryland	Higher education	555
SAIC	Engr. and mgmt. services	515
Engility	Systems engr. and services.	500
PAE Applied Technologies	Training, logistics services	500
J.F.Taylor	Systems engr. and services.	475
Lockheed Martin	Advanced tech. systems	470
Boeing	Aerospace, engr. services	450
Northrop Grumman	Aerospace, engr. services	415
Booz Allen Hamilton	Consulting, analytics	400
CACI	Systems engr. and mgmt.	280
Sikorsky	Engineering, logistics	280
Precise Systems	Engineering, IT, management	250
Smartronix	Engineering, IT	250
MIL	Cybersecurity	245
Spalding Consulting	Financial and IT mgmt.	245
Sabre Systems	Engineering, IT services	235
McKay's	Grocery and pharmacy	225
AMEWAS	Systems engr. and mgmt.	220

Excludes post offices, state and local governments, national retail and national foodservice; includes higher education

* Employee counts for federal and military facilities exclude contractors to the extent possible; embedded contractors may be included

EMPLOYMENT⁴ (2018, BY PLACE OF WORK)

Industry	Estab-lishments	Annual Avg. Empl.	Emp. %	Avg. Wkly. Wage
Federal government	40	9,928	22.2	\$2,191
State government	11	956	2.1	906
Local government	59	3,788	8.5	994
Private sector	2,050	30,036	67.2	1,071
Natural resources and mining	21	74	0.2	517
Construction	284	1,762	3.9	1,063
Manufacturing	39	436	1.0	1,163
Trade, transportation and utilities	450	7,137	16.0	770
Information	16	149	0.3	990
Financial activities	146	805	1.8	1,000
Professional and business services	462	10,158	22.7	1,646
Education and health services	247	4,651	10.4	1,013
Leisure and hospitality	220	4,011	9.0	335
Other services	161	851	1.9	618
Total	2,160	44,707	100.0	1,310

Includes civilian employment only

HOURLY WAGE RATES⁴ (2018)

Selected Occupations	Median	Entry	Experienced
Accountants	\$38.52	\$23.89	\$47.83
Aerospace engineers	56.29	41.23	63.44
Bookkeeping/accounting clerks	20.11	14.83	24.80
Computer systems analysts	46.46	30.62	55.90
Computer user support specialists	24.57	18.05	30.36
Customer service representatives	14.82	10.98	19.67
Electrical engineers	51.56	36.86	63.09
Electronics engineering technicians	39.98	27.32	46.88
Freight, stock and material movers, hand	12.16	10.76	16.45
Industrial truck operators	18.66	14.03	23.65
Information security analyst	49.01	31.48	58.30
Maintenance and repair workers, general	21.25	14.28	25.92
Network administrators	48.28	32.94	57.90
Packers and packagers, hand	9.73	9.57	13.41
Secretaries	18.01	12.49	21.52
Shipping/receiving clerks	13.76	11.05	17.11

Wages are an estimate of what workers might expect to receive in Southern Maryland (Calvert, Charles and St. Mary's counties) and may vary by industry, employer and locality

Brief Economic Facts ST. MARY'S COUNTY, MARYLAND

SCHOOLS AND COLLEGES^{3,8}

Educational Attainment - age 25 & over (2013-2017)

High school graduate or higher	89.7%
Bachelor's degree or higher	30.4%

Public Schools

Number: 18 elem.; 4 mid.; 3 high; 1 career/tech; 1 charter
 Enrollment: 17,999 (Sept. 2018)
 Cost per pupil: \$12,907 (2017-2018)
 Students per teacher: 16.3 (Oct. 2018)
 High school career / tech enrollment: 1,895 (2017)
 High school graduates: 1,175 (July 2018)

Nonpublic Schools

Number: 38 (Sept. 2018)

Higher Education (2018)	Enrollment	Degrees
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2-year institution

College of Southern Maryland*	6,882	1,262
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4-year institution

St. Mary's College of Maryland	1,603	372
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Johns Hopkins University, University of Maryland College Park, and 7 other institutions offer programs at the University System of Maryland at Southern Maryland. In addition, the Florida Institute of Technology offers coursework at the Frank Knox Center at NAS Patuxent River.

* Includes four campuses in Calvert, Charles and St. Mary's counties

TAX RATES⁹

	St. Mary's Co.	Maryland
Corporate Income Tax (2019)	none	8.25%
Base – federal taxable income		
Personal Income Tax (2019)	3.00%	2.0%-5.75%*
Base – federal adjusted gross income		
*Graduated rate peaking at 5.75% on taxable income over \$300,000		
Sales & Use Tax (2019)	none	6.0%
Exempt – sales for resale; manufacturer's purchase of raw materials; manufacturing machinery and equipment; purchases of materials and equipment used in R&D and testing of finished products; purchases of computer programs for reproduction or incorporation into another computer program for resale		
Real Property Tax (FY 20)	\$0.8478	\$0.112
Effective rate per \$100 of assessed value		
In an incorporated area a municipal rate will also apply		
Business Personal Property Tax (FY 20)	\$2.1195	none
Rate per \$100 of depreciated value		
Exempt – manufacturing and R&D machinery, equipment, materials and supplies; manufacturing, R&D and warehousing inventory		
Major Tax Credits Available		
Job Creation, More Jobs for Marylanders, R&D, Biotechnology and Cybersecurity Investment, New and Expanding Business, Arts & Entertainment District		

INCOME³ (2013-2017)

Distribution	Percent Households		
	St. Mary's Co.	Maryland	U.S.
Under \$25,000	12.2	14.2	21.3
\$25,000 - \$49,999	15.6	17.1	22.5
\$50,000 - \$74,999	15.2	16.5	17.7
\$75,000 - \$99,999	14.0	13.1	12.3
\$100,000 - \$149,999	23.2	18.7	14.1
\$150,000 - \$199,999	10.8	9.7	5.8
\$200,000 and over	9.1	10.7	6.3
Median household	\$86,508	\$78,916	\$57,652
Average household	\$101,264	\$103,845	\$81,283
Per capita	\$37,528	\$39,070	\$31,177
Total income (millions)	\$3,977	\$226,495	\$9,658,475

HOUSING^{3,10}

Occupied Units (2013-2017) 38,276 (71.9% owner occupied)

Housing Transactions (2018)*

Units sold	1,046
Median selling price	\$277,790

*All multiple listed properties; excludes auctions and FSBO

BUSINESS AND INDUSTRIAL PROPERTY⁶

Industrial parks and office parks offer development-ready land, furnished office space, manufacturing and workshop floors, and more. St. Mary's County is aggressively working to make county-owned land in the Airport Innovation District shovel-ready. Fiber-optic lines, public water, sewer, broadband service and natural gas are available in development areas. The Lexington Park Development District Master Plan calls for mixed-use developments to create a vibrant, walkable downtown environment. Advanced manufacturing, defense technology and defense service companies are clustered in the Lexington Park-California area as well as in the Airport Innovation District. Major business parks include: Wildewood Technology Park, Lexington Park Corporate Center, Exploration and Expedition Parks, Willows Run, and St. Mary's Industrial Park.

Business Incubator

TechPort @ the Airport Technology Incubator, California MD
 Focus on UAS and startups commercializing Navy patents

Market Profile Data (2018)	Low	High	Average
Land – cost per acre			
Industrial	\$12,000	\$471,000	\$156,600
Office/Commercial	\$9,100	\$2,525,600	\$284,500
Rental Rates – per square foot			
Warehouse / Industrial	\$4.00	\$13.00	\$8.67
Flex / R&D / Technology	\$7.00	\$15.00	\$14.00
Class A Office	\$21.00	\$28.50	\$23.84

Brief Economic Facts // ST. MARY'S COUNTY, MARYLAND

TRANSPORTATION

Highways: Maryland arteries in the county connect with U.S. 301, I-95 and I-495 (Washington D.C. Beltway)

Rail: The closest rail depot, CSX Transportation, is in adjacent Charles County at Waldorf

Truck: Nearly 60 local and long-distance trucking establishments are located in Southern Maryland

Water: Served by the Port of Baltimore, 50' channel; a leading U.S. automobile and break-bulk port; seven public terminals including the state-of-the-art Intermodal Container Transfer Facility; 81 miles from Leonardtown

Air: Served by Baltimore/Washington International Thurgood Marshall Airport (BWI), Washington Dulles International Airport and Ronald Reagan Washington National Airport; St. Mary's County Regional Airport (www.co.saint-marys.md.us/dpw/Airportinfo.asp) is available for private planes; 4150' runway

RECREATION AND CULTURE

Parks: Five state parks and 22 county parks, two year-round pools, boat ramps, beaches, fishing piers, tennis courts, picnic facilities, playgrounds, a skate park, and a disc golf course

Recreation and Leisure: Boating, sailing, fishing, camping, hiking, cycling, paddling trails, golf courses, and three motor sports venues; waterside restaurants and marinas dot the county's miles of shoreline; historic Leonardtown, the county seat, features a variety of shops, galleries, restaurants, a waterfront park and a winery

Sports and Athletics: Team sports include soccer, basketball, roller hockey, lacrosse, football, and baseball; sports venues include a gymnastics center, four county recreation centers, and a variety of public parks with sports fields

Attractions: St. Clement's Island, site of Maryland's founding; Historic St. Mary's City, Maryland's first capital and one of the nation's premier archaeological and outdoor living history museums; Point Lookout Lighthouse, Blackstone Lighthouse, Point No Point Lighthouse and Piney Point Lighthouse, the oldest lighthouse on the Potomac River; 18th-century Sotterley Plantation; and Patuxent River Naval Air Museum

Arts & Entertainment District: Leonardtown

Events: Over 50 festivals and fairs include the River Concert Series, Crab Festival, County Fair, Blessing of the Fleet, Oyster Festival/National Oyster Shucking Championships, Wine Festival and Monster Rockfish Festival

For more information, call 1.800.327.9023, or visit www.VisitStMarysMd.com

UTILITIES

Electricity: Southern Maryland Electric Cooperative; customers of investor-owned utilities and major cooperatives may choose their electric supplier

Gas: Natural gas is available from Washington Gas; customers may choose their gas supplier; propane is available from Burch Propane and Taylor Gas Co.

Water and Sewer: St. Mary's County Metropolitan Commission serves greater Lexington Park-Hollywood area and Piney Point; municipal system serves Leonardtown

Telecommunications: Local carrier is Verizon Maryland; cable internet or broadband service is available from Atlantic Broadband or Comcast; Long distance carriers include AT&T, Sprint, Verizon and others

GOVERNMENT¹¹

County Seat: Leonardtown

Government: Five commissioners elected for four-year terms; commissioner form of government limits county legislative power to areas authorized by the General Assembly
James R. Guy, President, Commissioners of St. Mary's County
301.475.4200, ext. 1350

Rebecca Bolton Bridgett, County Administrator
301.475.4200, ext. 1321

Website: www.stmarysmd.com

County Bond Rating: AA+ (S&P); Aa1 (Moody's); AA+ (Fitch)

St. Mary's County Department of Economic Development

Chris Kaselemis, Director
23115 Leonard Hall Drive
P. O. Box 653, Potomac Building
Leonardtown, Maryland 20650
Telephone: 301.475.4200 x1405
Email: ded@stmarysmd.com
www.yesstmarysmd.com

Sources:

- 1 National Oceanic and Atmospheric Administration (1981-2010 normals); Maryland Geological Survey
- 2 Maryland Department of Planning
- 3 U.S. Bureau of the Census
- 4 Maryland Department of Labor, Office of Workforce Information and Performance
- 5 U.S. Bureau of Labor Statistics
- 6 St. Mary's County Department of Economic Development
- 7 Maryland Department of Commerce
- 8 Maryland State Department of Education; Maryland Higher Education Commission
- 9 Maryland State Department of Assessments and Taxation; Comptroller of the Treasury
- 10 Maryland Association of Realtors
- 11 Maryland State Archives; Maryland Association of Counties

RESOLUTION

WHEREAS, Article 95, S22F, Annotated Code of Maryland and State Finance and Procurement Article S6-222 requires that local government investment guidelines be published and meet certain criteria, and

WHEREAS, it is the policy of St. Mary's County to invest public funds in a manner which will conform to all State of Maryland and County statutes governing the investment of public funds while meeting its daily cash flow demands and providing a return at least equal to the three month Treasury bill yield.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED by the County Commissioners of St. Mary's County, Maryland effective this date, that the attached St. Mary's County Investment Policy is established and ordered to be followed effective September 1, 1995. Any conflicting investment policies, including Chapter 163-1 of the Code of St. Mary's County, are hereby repealed.

DATE OF ADOPTION: August 22, 1995

EFFECTIVE DATE: September 1, 1995

BOARD OF COUNTY COMMISSIONERS
OF ST MARY'S COUNTY, MARYLAND


BARBARA R. THOMPSON, President



D. CHRISTIAN BRIGMAN, Commissioner

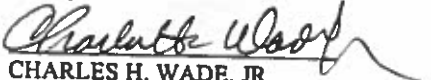

PAUL W. CHESSER, Commissioner


FRANCES P. EAGAN, Commissioner


LAWRENCE D. JARBOE, Commissioner

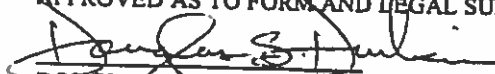
ATTEST:


W. ALECK LOKER
County Administrator


CHARLES H. WADE, JR.
Director of Finance

RECORDING FEE 3.00
TOTAL 6.00
Res#SN83 Ref#999999
EHA NB BIL#1342
Aug 25, 1995 03:51 PM

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:


DOUGLAS S. DURKIN
County Attorney

BOOK 0000 PAGE 0523

ST. MARY'S COUNTY
INVESTMENT POLICY

Adopted: August 22, 1995

BOOK 0009 PAGE 0524
**ST. MARY'S COUNTY
INVESTMENT POLICY**

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BOOK 0000 PAGE 0020
**ST. MARY'S COUNTY
INVESTMENT POLICY**

L POLICY

It is the policy of St. Mary's County (hereinafter referred to as "the County") to invest public funds in a manner which will conform to all State of Maryland and County statutes governing the investment of public funds while meeting its daily cash flow demands and providing a return at least equal to the three month Treasury bill yield.

II. SCOPE

This investment policy applies to all financial assets of the County. These funds are accounted for in the County's Comprehensive Annual Financial Report and include:

- A. General Fund
- B. Special Revenue Funds
- C. Capital Project Funds
- D. Enterprise Funds
- E. Special Assessment Funds
- F. Trust and Agency Funds
- G. Any new funds as provided by county ordinance.

III. PRUDENCE

A. The standard of prudence to be applied by the investment officer shall be the "prudent person" rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The prudent person shall be applied in the context of managing the overall portfolio.

B. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall not be held personally responsible for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

IV. OBJECTIVE

The primary objective, in priority order, of the County's investment activities shall be:

A. Safety: Safety of principal is the foremost objective of the investment program. Investments of the County shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification, third party collateralization and safekeeping, and delivery versus payment will be required.

B. Liquidity: The County's investment portfolio will remain sufficiently liquid to enable the County to meet all operating requirements which might be reasonably anticipated.

C. Return on Investment: The County's investment portfolio shall be designed with the objective of attaining a return at least equal to the three month U.S. Treasury bill yield. The three month Treasury benchmark was selected after considering the County's investment risk constraints and the cash flow characteristics of the portfolio.

V. DELEGATION OF AUTHORITY

A. Authority to manage the County's investment program is derived from State law (Article 95 and Title 6 of the Finance and Procurement Article of the Annotated Code of Maryland).

B. The Director of Finance shall develop and maintain written administrative procedures, with the approval of the Board of County Commissioners of St. Mary's County, for the operation of the investment program, consistent with this investment policy. Such procedures shall include:

1. Explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance.

2. Procedures should include reference to safekeeping, Public Securities Administration approved repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service agreements.

3. The Director of Finance shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials (investment officers).

VI. ETHICS AND CONFLICTS OF INTEREST

Officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Director of Finance any material financial interests in financial institutions that conduct business

within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the County's portfolio. Employees and officers shall subordinate their personal investment transactions to those of the County, particularly with regard to the time of purchases and sales.

VII. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Director of Finance shall maintain a list of approved security broker dealers selected by credit worthiness who are authorized to provide investment services in the state of Maryland who provide investment services to St. Mary's County. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1. No deposit shall be made except in an institution which is a qualified public depository as established by the State of Maryland. All financial institutions and broker/dealers who desire to become qualified brokers for investment transactions must supply the Investment Officer with the following: audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of registration with the State of Maryland, and certification of having read the County's Investment Policy and depository contracts. An annual review of the financial condition and registrations of qualified bidders will be conducted by the Director of Finance. A current audited financial statement is required to be on file for each financial institution or broker/dealer through which the County invests.

1. All dealers must agree to the County's policy of delivery-versus-payment as described in Section XI of this policy.

2. The firm must provide copies of its audited financial statements, which are reviewed carefully to assure that the firm is on sound financial footing. The firm must also have adequate capital to fulfill its commitments under adverse market conditions.

3. The firm must be registered in the State of Maryland with a record for responsible business practices and professional integrity. The dealer must also provide adequate research facilities and market related information.

4. The County will deal only through knowledgeable and experienced salesmen. To meet this criterion, the firm will send resume information on the salesman with whom the County will be dealing. The firm will also send a list of other Governments that buy and sell securities through their firm in order for the County to obtain references.

A. Commercial Banks:

The County can only invest in banks located in the State of Maryland (Certificates of Deposit) with the exception of Bankers Acceptances which are discussed in Section VIII of this policy. Commercial Banks must have a short-term rating of at least investment grade from the appropriate bank rating agencies. All banks shall provide their most recent Consolidated Report of Condition ("call" report) at the request of the County. The county shall conduct an annual evaluation of each bank's credit worthiness to determine whether it should be on the "Qualified Institution" listing.

B. Money Market Treasury Funds:

The fund must be comprised only of obligations issued or guaranteed as to principal and interest by the U.S. Government and to repurchase agreements fully collateralized by U.S. Government obligations. The management company of the fund must take delivery of the collateral either directly or through an authorized custodian. The County is also authorized to invest in the Maryland Local Government Investment Pool which functions as a U.S. Treasury Money Market Fund.

VIII. DIVERSIFICATION IN AUTHORIZED & SUITABLE INVESTMENTS

The County will diversify to avoid unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. Maryland State law pertaining to authorized instruments is attached.

	<u>Maximum Percent of Portfolio</u>
A. <u>Diversification by Instrument</u>	
1. U.S. Treasury Obligations	100%
2. U.S. Government Agency and U.S. Government-sponsored instrumentalities	50%
3. Repurchase Agreements (Master Repurchase Agreement required)	100%
4. Collateralized Certificates of Deposit (Only Maryland Commercial Banks)	40%
5. Bankers' Acceptances BA's from domestic banks which also include the United States affiliates of large international banks. Short term rating of A1 from Standard and Poor's Corporation and P1 from Moody's Investors Service.	40%
6. Money Market Mutual Funds Highest rating by at least one recognized rating agency.	100%
B. <u>Diversification of Maturities</u>	

In order to meet the objectives of the County's investment activities as listed in Section IV of this policy, the majority of the investments of the County will be on a short term basis. (Less than one year). However, a portfolio can contain investments with longer maturities (up to two years) without jeopardizing adequate safety and liquidity standard of the portfolio and at the same time increasing the overall yield of the portfolio. The investments in long-term maturities will be limited to direct federal government obligations and to securities issued by the U.S. Government agencies. The length of maturity of the security will not exceed two years from the time of the County's purchase.

IX. BORROWING

The County may not borrow solely for the purpose of investment and may not invest in a manner inconsistent with the Investment Policy.

X. COLLATERALIZATION

A. Collateralization will be required on two types of investments: certificates of deposit and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be at least 102% of market value of principal and accrued interest.

B. Collateral will always be held by an independent third party with whom the County has a current custodial agreement.

C. Acceptable collateral is specified under Section 6-202 of Title 6 of the State Finance and Procurement Article of the Annotated Code of Maryland. However, the third party trust custodian, who holds the collateral, has the right to reject otherwise acceptable collateral based on their discretion concerning market conditions.

D. The right of collateral substitution is granted, and all associated costs will be paid by the seller. (Financial institution).

XI. SAFEKEEPING AND CUSTODY

All security transactions, including collateral for repurchase agreements, entered into by the County shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the Director of Finance. All repurchase agreements will be governed by a Master Repurchase Agreement signed by the appropriate officials of the County and the government dealer.

XII. INTERNAL CONTROLS

The Director of Finance shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and investment officers of the County. An audit of the internal controls of the investment operation is part of the annual financial audit conducted by an outside independent audit company.

XIII. PERFORMANCE STANDARDS

The County's investment strategy in general is passive. However, the strategy is active under special extenuating circumstances. Given this strategy and taking into account the County's investment risk constraints and cash flow needs, the three month U.S. Treasury Bill yield was selected to gauge the County's investment portfolio performance.

XIV. REPORTING REQUIREMENTS

An investment officer shall generate quarterly reports for management purposes. In addition, the County Commissioners will be provided quarterly reports which will include data on investment instruments being held, as well as any narrative necessary for clarification.

XV. INVESTMENT POLICY ADOPTION

The Director of Finance may recommend changes in these policies for approval by the County Commissioners at any time as long as the changes are in compliance with the Annotated Code of Maryland. These changes should be written and provided to the County Commissioners of St. Mary's County. Exceptions to these policies may be made by securing the approval of the Director of Finance and documented in writing.

GLOSSARY

AGENCIES:	Federal agency securities.
BANKERS' ACCEPTANCE (BA):	A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.
BROKER:	A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.
COLLATERAL:	Securities, evidences of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.
CERTIFICATE OF DEPOSIT (CD):	A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.
DEALER:	A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.
DELIVERY VERSUS PAYMENT:	There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (also called free). Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.
DISCOUNT SECURITIES:	Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury bills.
DIVERSIFICATION:	Dividing investment funds among a variety of securities offering independent returns.
FEDERAL CREDIT AGENCIES:	Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL FUNDS RATE:

The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL OPEN MARKET COMMITTEE (FOMC):

Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM:

The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 Regional Banks and about 5,700 commercial banks that are members of the system.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC):

A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

FEDERAL HOME LOAN BANKS (FHLB):

The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-a-vis member commercial banks.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA):

FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing & Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

GOVERNMENT NATIONAL
MORTGAGE ASSOCIATION
(GNMA or Ginnie Mae)

Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA or FMHM mortgages. The term pass-throughs is often used to describe Ginnie Mae's.

LIQUIDITY:

A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL GOVERNMENT
INVESTMENT POOL (LGIP):

The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

MARKET VALUE:

The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE
AGREEMENT:

A written contract covering all future transactions between the parties to repurchase-reverse repurchase agreements that established each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY:

The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET:

The market in which short-term debt instruments (bills, commercial paper, banker's acceptances, etc.) are issued and traded.

OPEN MARKET OPERATIONS:

Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

PORTFOLIO:	Collection of securities held by an investor.
PRUDENT PERSON RULE:	An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the State - the so-called legal list. In other states, the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.
PRIMARY DEALER:	A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker dealers, banks, and a few unregulated firms.
RATE OF RETURN:	The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.
QUALIFIED PUBLIC DEPOSITORIES:	A financial institution which does not claim exemption from the payment of any sales or compensating use of ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.
REPURCHASE AGREEMENT (Repo or Repos)	A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and terms of the agreement are structured to compensate him for this. Dealers use Repos extensively to finance their positions. Exception: When the Fed is said to be doing Repo, it is lending money, that is, increasing bank reserves.
SAFEKEEPING:	A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

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SECONDARY MARKET:

A market made for the purchase and sale of outstanding issues following the initial distribution.

SEC RULE 15C3-1:

See uniform net capital rule.

SECURITIES & EXCHANGE
COMMISSION:

Agency created by Congress to protect investors in securities transactions by administering securities legislation.

TREASURY BILLS:

A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BOND:

Long-term U.S. Treasury securities having initial maturities of more than ten years.

TREASURY NOTES:

Intermediate term coupon bearing U.S. Treasury securities having initial maturities of from one to ten years.

YIELD:

The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD** or **YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

UNIFORM NET CAPITAL RULE:

Securities and Exchange Commission requirement that member firms as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. **Liquid capital includes cash and assets easily converted into cash.**

RESOLUTION

PERTAINING TO THE ADOPTION OF A DEBT POLICY

WHEREAS, the Board of County Commissioners of for St. Mary's County, Maryland, (hereinafter referred to as the "Board of County Commissioners") has general authority to adopt policies for St. Mary's County, Maryland; and

WHEREAS, pursuant to Chapter 693 of the 2009 Laws of Maryland, each local government unit shall adopt a local debt policy by resolution, motion or ordinance; and

WHEREAS, the local debt policy shall be consistent with the Maryland Constitution, State law, and all other applicable local laws; and

WHEREAS, the local debt policy must also meet the individual needs of the local government unit; and

WHEREAS, the Board of County Commissioners in FY2000 caused to be performed a Debt Affordability Study, and based on this study incorporated into its annual budget process beginning with FY2001 goals related to outstanding debt as a per cent of assessed value, debt service as a per cent of the budget, and bond rating reserve as a per cent of revenues, each of which is articulated in the debt policy; and

WHEREAS, the Board of County Commissioners wish to provide and formalize such a written policy to promote the continued sound financial management of St. Mary's County; and

WHEREAS, the local debt policy is intended to promote proper fiscal management, maintain intergenerational equity and meet the individual needs of St. Mary's County, Maryland; and

WHEREAS, the purpose of adopting a local debt policy for St. Mary's County is to provide guidelines for implementing procedures for issuing debt, monitoring debt management and other related services; and

WHEREAS, the Department of Finance has prepared the St. Mary's County, Maryland Debt Policy, attached as Exhibit "A."

WHEREAS, the Board of County Commissioners met in public session on September 29, 2009 and determined to adopt the Debt Policy.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED, by the Board of County Commissioners that the Debt Policy, attached hereto as Exhibit A, BE and the same hereby IS adopted as the official Debt Policy for St. Mary's County, Maryland.

BE IT FURTHER RESOLVED, by the Board of County Commissioners that a copy of this Resolution be sent to the Maryland State Treasurer.

BE IT FURTHER RESOLVED, by the Board of County Commissioners that the foregoing recitals are adopted as if fully rewritten herein.

BE IT FURTHER RESOLVED, by the Board of County Commissioners that this Resolution shall be effective upon the date written below.

Those voting aye: 5

Those voting nay: 0

Those abstaining or absent: 0

Approval Date: 9/29/09

Effective Date: 9/29/09

ATTEST:




John Savich
County Administrator

**BOARD OF COUNTY COMMISSIONERS
FOR ST. MARY'S COUNTY, MARYLAND**




Francis Jack Russell, Commissioner President



Kenneth R. Dement, Commissioner



Lawrence D. Jarhoe, Commissioner

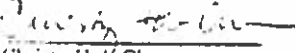


Thomas A. Mattingly, Sr., Commissioner



Daniel H. Raley, Commissioner

Approved as to form and legal
sufficiency:



Christy Holt Chesser
County Attorney

**St. Mary's County, Maryland
Debt Policy**

Attachment A
to Resolution
2009-28

Purpose

The following policies are enacted in an effort to standardize and rationalize the issuance and management of debt by St. Mary's County. A debt policy sets forth the parameters for issuing new debt and managing outstanding debt and provides guidance to decision makers.

The debt policy recognizes a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into the capital markets. Adherence to a debt policy helps to ensure that a government maintains a sound debt position and that credit quality is protected. Advantages of a debt policy are as follows:

- enhances the quality of decisions;
- rationalizes the decision-making process;
- identifies objectives for staff to implement;
- demonstrates a commitment to long-term financial planning objectives; and
- is regarded positively by the rating agencies.

Regular, updated debt policies can be an important tool to ensure the use of the County's resources to meet its commitments to provide needed services to the citizens of St. Mary's County and to maintain sound financial management practices. The County's debt program and capital budget and plan should be continuously monitored to ensure that it is in compliance with the debt policy. The debt policy should also be periodically updated to ensure that it remains consistent with financial and management objectives and capital market trends.

Use of Debt Financing

Before issuing debt, the County should consider other sources of funding available for capital project costs, including but not limited to transfer taxes, dedicated land preservation funding, impact fees, and pay-go, prior to issuing debt. Debt financing, to include general obligation bonds, revenue bonds, certificates of participation, commercial paper, lease/purchase agreements, and other obligations permitted to be issued or incurred, shall only be used to:

- 1) purchase capital assets, as long as the life of such assets is equal to or greater than the term of the debt;
- 2) to fund capital project costs, as identified in the County's Capital Budget and Plan
- 3) to finance Installment Purchase Agreements (IPA) related to land preservation
- 4) to fund the Fire and Rescue Revolving Loan Fund
- 5) when it is an appropriate means to achieve a fair allocation of costs between current and future beneficiaries.

- 6) as a conduit for public purpose entities such as St. Mary's Hospital, the Metropolitan Commission, and the Nursing Center, where such debt is re-paid by such entities

County debt will not be issued for periods exceeding the useful life or average useful lives of the project or projects to be financed. Debt should not be issued to fund operating deficits or the County's funding commitments related to post employment benefits including those of the Sheriff's Office Retirement Plan or the Retiree Benefit Trust of St. Mary's County.

The net proceeds of the sale of County bonds shall be used and applied exclusively and solely for the acquisition, construction, improvement or development of public facilities for which the bonds are sold, in accordance with State law, subject to re-alignment between eligible capital projects when excess proceeds are available.

Comprehensive Capital Planning

The County will prepare a multi-year capital program for consideration and adoption by the County Commissioners as part of the County's budget process. The plan is updated annually. The Plan shall contain a comprehensive description of revenue sources and expenditures, the timing of capital projects for future operating and capital budgets, and consider the effect of the Plan on future debt sales, debt outstanding and debt service requirements.

The County plans long- and short-term debt issuance to finance its capital program based on its cash flow needs, sources of revenue, capital construction periods, available financing instruments and market conditions. The Chief Financial Officer oversees and coordinates the timing, issuance process and marketing of the County's borrowing and capital funding activities required in support of the capital improvement plan. The County finances its capital needs on a regular basis dictated by its capital spending pattern. The County monitors market conditions and takes advantage of refunding opportunities to reduce its interest cost as far as practicable.

Debt Affordability Measures

General Obligation Bonds. Debt capacity shall be evaluated on an annual basis, at the time of the adoption of the Capital Improvement Plan. The County should examine statistical measures to determine debt capacity and affordability. Only two measures are legally binding -- the County's debt cannot exceed 2% of the total assessed valuation of all of the property in the County that is subject to County taxation during the County's most recent fiscal year and General Fund Debt Service shall not exceed 10% of the General Fund Budget.

Outstanding Debt as a percentage of assessed value is an important measure of the County's wealth to support present and future revenue/taxing capacity to meet obligations. Debt Service as a percentage of the General Fund Budget measures the resources that are available for day-to-day operations, as debt service is essentially paid for with General Fund revenues.

Types of Debt

The County generally will issue long-term, tax-exempt revenue or General Obligation debt. It is acknowledged that circumstances may warrant the use of other debt instruments, and decisions should be made on a case-by-case basis, as follows:

General Obligation Bonds – General Obligation Bonds (GOB) are the most common form of debt instrument for St. Mary's County. These are generally tax-exempt and are backed by the full faith and credit of St. Mary's County. General Obligation Bonds are issued to finance the purchase and construction of infrastructure and facilities for a wide variety of functions such as transportation, public schools, community college, public safety, roads and highways, bridges and other programs. St. Mary's County issues General Obligation Bonds pursuant to chapter laws adopted from time to time by the Maryland General Assembly at the request of the County ("Chapter Law Authorization").

State/Federal Loan Programs – The County regularly participates in loan programs offered through Maryland Department of the Environment, Maryland Water Quality Loan Administration, and the Maryland department of Natural Resources. Additionally, the County may enter into similar debt pursuant to participation in other State or Federal programs. Interest rates are generally lower than those for which the County qualifies on its own merit in the open market. On occasion, loans may be for no interest. On some loans, the State or federal entity assesses fees to supplement the low interest rates.

The recently enacted American Recovery and Reinvestment Act ("ARRA") provides a number of taxable and tax-exempt financing options, some with a limited duration. St. Mary's County will review appropriate ARRA options and utilize them where such an issuance would benefit the County.

Short-Term Debt and Interim Financing. Use of short-term borrowing, such as bond anticipation notes (BANs) and tax-exempt commercial paper, should be undertaken only if the transaction costs plus interest of the debt are less than the cost of internal financing, or available cash is insufficient to meet working capital requirements. The term of short-term financing will be limited to the usual useful life of the asset, but in no case will exceed ten years.

Variable-Rate Debt. When appropriate, the County may choose to issue securities that pay a rate of interest that varies according to results from a periodic remarketing of the securities. The County should have no more than 15% of its outstanding general obligation bonds in variable rate form.

Lease/Purchase Agreements. The County may enter into short-term lease/purchase obligations to finance the acquisition of capital equipment and furnishings with estimated useful lives of less than ten years.

Conduit Financings. Conduit financings are securities issued by a government agency to finance a project of a third party, such as a non-profit organization or other private entity.

The County may sponsor conduit financings for those activities (e.g., economic development, housing, etc.) that have a general public purpose and are consistent with the County's overall service and policy objectives. Unless a compelling public policy rationale exists, such conduit financings will not in any way pledge the County's faith and credit.

The County will require such third parties to provide such information to the County as the County deems appropriate or necessary, including the provision of annual audited financial statements. Existing conduit financings do not in any way pledge the County's faith and credit. The County is not restricted from utilizing new conduit debt financing programs sponsored by the Federal or State governments that require a pledge of the full faith and credit of the County.

Installment Purchase Agreements. The County may enter into installment purchase agreements pursuant to Chapter 27 of the Code of St. Mary's County, to acquire under certain criteria development rights in tracts or parcels of agricultural and forestry land located in St. Mary's County as part of the County's Agricultural Land Preservation Program. An individual easement can be purchased from a landowner using an installment purchase agreement, as long as the maturity date of such agreement does not exceed 30 years from the date of execution. The county's obligation to make payments shall be a general obligation of the County made upon its full faith and credit. Such installment purchase agreements shall not be reflected as bonds or other evidences of indebtedness for the purpose of complying with the debt affordability measures defined previously as long as the County holds investment instruments that are guaranteed to yield proceeds adequate to pay the county's indebtedness under the installment purchase agreement.

Taxable Debt. State and local governments can gain several advantages by issuing taxable debt, namely the removal of arbitrage regulations and volume cap restraints. However, taxable debt also carries a higher interest rate than tax-exempt debt and eliminates one of the main advantages of purchasing municipal debt for bondholders. Accordingly, if the use of taxable debt is considered, the County will complete a thorough analysis of all attributes of such use, and only upon the advice of its Financial advisor.

Tax Increment Financing. Tax Increment Financing (TIF) zones may be established when revenues will recover the public cost of debt with adequate safety margin.

Capital Leases and/or Exempt Financing This form of financing is used regularly for the purchase of vehicles and equipment that may not qualify to be financed with General Obligation Bonds, or for which the term of the GOB is not appropriate. The term of this form of financing is typically five years, but may be longer depending upon the asset. The equipment being purchased is sometimes the collateral for the leases. Such agreements are subject to annual appropriation.

Interfund Loans Loans may be extended between funds of the County. In such an event, interest will accrue to the borrowing fund at least equal to the short-term interest rate the County receives on its idle proceeds. This rate shall be calculated monthly for any funds outstanding during that month. No interfund loans will be executed without a plan of repayment, approved by the Board of County Commissioners. The routine interfund balances that occur due to the pooling of the county's cash accounts does not constitute inter-fund debt.

Other Obligations Classified as Debt.

The amount of vested leave that may be reflected in the financials statements as debt is not included in measures used to evaluate the County's debt affordability.

Landfill closure and post closure care cost, which may be accrued consistent with generally accepted accounting principles and reflected in the financials statements as debt is not included in measures used to evaluate the County's debt affordability.

Structural Features

Structure. Debt will be structured to achieve the lowest possible net cost to the County given market conditions, the urgency of the capital project, and the nature and type of security provided. The County may choose to structure debt repayment so as to wraparound existing obligations or to achieve other financial planning goals, but in most cases, it should strive for level debt service.

Repayment Schedule. To the extent possible, the County will design the repayment of its overall debt so as to recapture rapidly its credit capacity for future use. The County will strive to repay at least 20% of the principal amount of its general obligation debt within five years and at least 50% within ten years. Debt will not be issued for periods exceeding the useful life or average useful lives of the project or projects to be financed, and the date of maturity on County debt should not exceed 20 years, except for conduit debt or IPA related debt.

Credit Enhancement. The County may use credit enhancement (letters of credit, bond insurance, etc.) when net debt service on the bonds is reduced by more than the costs of the enhancement or to achieve the County's minimum bond rating requirement.

Derivative Products. The use of derivatives in administering debt can be useful to minimize risk, reduce costs, and provide flexibility. However, they can also add risk, restrict flexibility, or add cost. Accordingly, if the use of derivatives is considered, the County will complete a thorough analysis of all attributes of such use, giving consideration to factors outlined in GFOA's *Recommended Practice on Use of Derivatives by State and Local Governments*, and establish a policy for each such use.

It is the County policy to refrain from using derivatives. This policy is not intended to preclude the investment by the County in U.S. Treasury STRIPS (Separate Trading in

Registered Interest and Principal Securities) and, in particular, the County may invest in STRIPS in connection with its agricultural land preservation program.

Method of Sale

Competitive Sale. Long-term bonds are generally issued through a competitive sale. The County and its financial advisor will set the terms of the sale to encourage as many bidders as possible. By maximizing bidding, the County seeks to obtain the lowest possible interest rates on its bonds. Bids will be awarded on a true interest cost basis (TIC), providing other bidding requirements are satisfied. In such instances where the County in a competitive bidding deems the bids received unsatisfactory, it may enter into negotiation for sale of the securities. The County shall adopt a form of notice of sale and advertisement in accordance with State law.

Negotiated Sale. Negotiated sales of debt will be considered only in extraordinary circumstances when the complexity of the issue requires specialized expertise, when a change of underwriter may result in losses (for example, changing the remarketing agent in midprogram for variable rate debt), when the negotiated sale would result in substantial savings in time or money, or when market conditions or County credit are unusually volatile or uncertain. Selection of the underwriting team shall be made pursuant to selection procedures set forth in this Debt Policy.

Electronic Sale. When deemed appropriate for cost savings, time savings, or marketing purposes, the County may conduct electronic bond sales. Selection of the electronic bidding platform shall be made based on the advice of the County's financial advisor.

Private Placement. In some unusual circumstance, the County may elect to sell its debt through a private placement or limited public offering.

Selection of Finance Consultants and Service Providers

The County employs outside financial consultants to assist in developing a bond issuance strategy, preparing bond documents and marketing bonds to investors. The key players in the County's financing transactions include its financial advisor and bond counsel, the underwriter (on a negotiated sale) and County representatives (the Chief financial Officer, Deputy Director of finance, and the County Administrator, among others). Other outside firms, such as those providing paying agent/registrar, trustee, credit enhancement, auditing, or printing services, are retained as required.

The County's Chief Financial Officer shall be responsible for securing professional services that are required to develop and implement the County's debt program, with emphasis placed on the qualifications and experience of the service providers, and securing such services at competitive prices.

Financial Advisor. For each County bond sale the financial advisor should provide the Chief Financial Officer with information on pricing and underwriting fees for comparable sales by other issuers. The financial advisor Firm should also be advising the county on opportunities for refunding of its current debt.

Bond Counsel. The County will retain external bond counsel for all debt issues. All debt issued by the County will include a written opinion by bond counsel affirming that the County is authorized to issue the debt, stating that the County has met all requirements necessary for issuance, and determining the debt's federal income tax status.

Underwriters. The County shall retain underwriting services for all debt issued in a negotiated sale mode. The selection of underwriters may be for an individual or series of financings or a specified time period.

Debt Refunding

Periodic reviews of all outstanding debt will be undertaken to determine refunding opportunities. Refunding will be considered (within federal tax law constraints and the authority granted by the State) if and when there is a net economic benefit of the refunding or the refunding is essential in order to modernize covenants essential to operations and management.

Debt Service Savings. In general, advance refundings for economic savings will be undertaken when a net present value savings of at least 3 percent of the refunded debt can be achieved. Current refundings which produce a net present value savings of less than three percent will be considered on a case-by-case basis. Refundings with negative savings will not be considered unless there is a compelling public policy objective.

Restructuring of Debt. The County may choose to refund outstanding indebtedness when existing bond covenants or other financial structures impinge on prudent and sound financial management. Savings requirements for current or advance refundings undertaken to restructure debt may be waived upon a finding that such a restructuring is in the County's overall best financial interests. The County should not extend the maturity date of a debt issue through a refunding.

Investment of Bond Proceeds

All investments of bond proceeds will be consistent with those authorized by existing state law and the County's investment policies.

Credit Ratings

Rating Agency Relationships. The Chief Financial Officer, in coordination with the County's financial advisor, shall be responsible for maintaining relationships with the rating agencies that currently assign ratings to the County's various debt obligations. This effort shall include providing regular updates on the County's general financial condition along with coordinating meetings and presentations in conjunction with a new debt issuance.

Use of Rating Agencies. The County requests ratings prior to the sale of securities from each of the three major rating agencies for municipal bond issues: Moody's Investors Service, Standard & Poor's Rating Services and Fitch Ratings. The County may provide a written and/or oral presentation to the rating agencies to help each credit analyst make an informed evaluation. The County will make every reasonable effort to maintain its high quality credit ratings to aid in minimizing borrowing costs and preserving access to credit.

Management Practices

The County has instituted sound management practices and will continue to follow practices that will reflect positively on it in the rating process. Among these are the County development of and adherence to long-term financial and capital improvement plans, management of expenses which are in line with revenues, sustainability reviews, and maintenance of an adequate level of operating reserves.

Bond Rating Reserve – The County should maintain a Bond Rating Reserve that is equal to at least 6% of its net recurring revenues (revenues net of the amounts designated in the budget for stabilization). This is separate from the Rainy Day Fund, which is a reserve account that was established to address shortfalls in revenue estimates that are expected to be no more than a year in duration.

Rebate Reporting and Covenant Compliance. The Chief Financial Officer is responsible for maintaining a system of record keeping and reporting to meet the arbitrage rebate and other requirements of the federal tax code. This effort includes tracking investment earnings, calculating rebate payments in compliance with tax law, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the County's outstanding debt issues. Additionally, other requirements embodied in bond covenants, such as restrictions on private use of bond-financed projects, are monitored to ensure that all covenants are complied with.

Reporting Practices. The County will meet GAAP (Generally Accepted Accounting Principles) and GASB (Government Accounting Standards Board) standards in its financial reporting, including independent audit of its financial statements.

The County is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, other levels of government, and the general public to share clear, comprehensible, and accurate financial information. The County is committed to meeting secondary disclosure requirements on a timely and comprehensive basis. The Department of Finance shall be responsible for providing ongoing disclosure information to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies.

Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type

RESOLUTION

TO ADOPT A WRITTEN POLICY TO COMPLY WITH THE REQUIREMENTS OF THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) STATEMENT NO. 54 FUND REPORTING AND GOVERNMENTAL FUND TYPE

WHEREAS, the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type mandates that a governmental entity establish the order in which source funds will be spent to meet the expenditures of the governmental entity; and

WHEREAS, the Commissioners for St. Mary's County find that it is in the best interest of the health, safety and welfare of the citizens of St. Mary's County to adopt a written policy that complies with the requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type,

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of St. Mary's County, that:

SECTION I. The following policy is adopted to establish the order in which fund balances will be spent when multiple fund balance types are available for a specific purpose: nonspendable, restricted, committed, assigned and unassigned:

**Fund Balance Policy
Commissioners of St. Mary's County**

Purpose

The Commissioners of St. Mary's County recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the County and is fiscally advantageous for both the County and the taxpayer. This policy establishes goals and provides guidance concerning the desired level of fund balance maintained by the County to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.

Definitions

Fund balance is a measurement of available financial resources and is the difference between total assets and total liabilities in each fund.

GASB Statement 54 distinguishes fund balance classifications based on the relative strength of the constraints that control the purposes for which specified amounts can be spent. Beginning with the most restrictive constraints, fund balance amounts will be reported in the following categories:

Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type

Page 2 of 4

- 1) **Nonspendable** (*inherently nonspendable*) - amounts that are not in a spendable form (e.g., inventory) or are legally or contractually required to be maintained intact (e.g., permanent fund principal).
- 2) **Restricted** (*externally enforceable limitations on use*) – amounts that can be spent only for the specific purposes stipulated by external parties either constitutionally or through enabling legislation (e.g., grants or donations).
- 3) **Committed** (*self-imposed limitations set in place prior to the end of the period*) - amounts that can be used only for the specific purposes determined by a formal action of the Board of Commissioners. Commitments may be changed or lifted only by formal action of the Board of Commissioners.
- 4) **Assigned** (*limitation resulting from intended use*) – amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the Board of Commissioners or by a designee to whom the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- 5) **Unassigned** – total fund balance in the general fund in excess of non-spendable, restricted, committed, and assigned fund balance (i.e. surplus). Excess of non-spendable, restricted, and committed fund balance over total fund balance (i.e., deficit). This includes all amounts not contained in other classifications and is the residual classification of the general fund only. Unassigned amounts are available for any legal purpose.

Policy

The Commissioners of St. Mary's County is the County's highest level of decision-making authority, and formal action is required to be taken to establish, modify, or rescind a fund balance commitment is by a resolution approved by the Board, as recommended by the Chief Financial Officer.

Minimum Fund Balance/Reserves

It is the goal of the County to achieve and maintain fund balance/reserves in the general fund at fiscal year-end of not less than 15% of general fund revenues. The fund balance/reserves include the County Bond Rating Reserve, the Rainy Day Fund, and the Unassigned. The 15% is the "Best Practice" as defined by Rating Agencies. The County, like other governments, is subject to a number of factors that could require the use of fund balances. Therefore, it is incumbent on the Board to minimize the use of fund balance, except in very specific circumstances.

Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type

Use of Unassigned Fund Balance

Unassigned Fund Balance should only be used for one-time, non-recurring items during the following year budget process. Example of non-recurring items would be one-time purchase of equipment, study, or capital improvements pay-go funding. Pay-Go funding in the Capital Improvement Fund, would be used to reduce or avoidance of Debt Service. Recovering from an extreme event, such as a weather event, the Commissioners of St. Mary's shall approve a resolution outside of the budget process to assist the County in the recovery.

Replenishment of Minimum Fund Balance/Reserves

If the fund balance/reserves at fiscal year-end falls below the aforementioned goal, the Board shall develop a restoration plan to replenish the fund balance. The goal would be to replenish fund balances within one to three years of use as it is a financial management priority to ensure the County is properly prepared for contingencies. While this policy will serve as a foundation, the County would refer to their long-term financial planning and budget process to develop a more detailed strategy for using and replenishing fund balance, if and when the need arises.

SECTION II. The Chief Financial Officer, or the designee of the Chief Financial Officer, is authorized to identify the fund balance components from which funds are to be drawn to pay a particular expenditure

SECTION III. This Resolution shall be effective upon the date written below.

Those voting Aye: 5

Those voting Nay: 0

Those Abstaining: 0

Date of Adoption: 8/4/15

Effective Date: 8/18/15

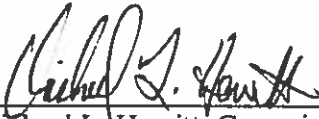
ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY

Rebecca B. Bridgett
Rebecca B. Bridgett
County Administrator

James R. Guy
James R. Guy, Commissioner President

Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type



Michael L. Hewitt, Commissioner


Approved as to form and legal sufficiency:




Tom Jarboe, Commissioner



George R. Sparling
County Attorney



Todd B. Morgan, Commissioner



John E. O'Connor, Commissioner

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

Page 1 of 8

REVENUE TAX ORDINANCE

Budget Authority

WHEREAS, Sections 27-1 through 27-11 of the *Code of St. Mary's County, Maryland*, authorize and empower the Commissioners of St. Mary's County to adopt the Annual Budget and Appropriation Act by June 1 of each year; and

Compliance with Budget Procedures

WHEREAS, in accordance with Section 27-5 of the *Code of St. Mary's County, Maryland*, the Recommended Budget was filed in the office of the Commissioners of St. Mary's County on March 24, 2020, a public hearing was held on April 21, pursuant to a notice of a public hearing published in *The Enterprise*, a newspaper of general circulation in St. Mary's County, on April 3, 2020, and April 10, 2020; and

Emergency Services Property Tax Levy Authority

WHEREAS, pursuant to Section 49-1, *et seq.*, of the *Code of St. Mary's County, Maryland*, the Commissioners of St. Mary's County are authorized to impose an Emergency Services tax, which includes the Fire Tax, a tax for Rescue Squads and certain support services organizations, and sets the maximum rate of the fire tax of not more than five and six-tenths cents (\$0.056) on every One hundred dollars (\$100.00) of assessed valuation of all real property and fourteen cents (\$0.14) on every One hundred dollars (\$100.00) of assessed valuation of personal property; and

Authority for a Service Charge for the Semi-Annual Payment of Property Taxes

WHEREAS, Sections 6-202, 6-204, 6-302, 6-306 and 6-308 of the *Tax-Property Article* of the *Annotated Code of Maryland*, and Section 27-7(C) of the *Code of St. Mary's County, Maryland*, authorizes and empowers the Commissioners of St. Mary's County to levy a property tax rate for each fiscal year; and

LIBER 0028 FOLIO 213

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

WHEREAS, Section 10-204.3 of the *Tax-Property Article* of the *Annotated Code of Maryland* requires the Commissioners of St. Mary's County to adopt a service charge for the semi-annual payment of property taxes after approval by the Maryland Department of Assessments and Taxation, and a service charge fifty-nine Hundredths percent (.59%) of the amount of tax due at the second installment has been approved by the Maryland Department of Assessments and Taxation; and

Income Tax Levy Authority

WHEREAS, pursuant to Section 10-106(a) (iii) of the *Tax-General Article* of the *Annotated Code of Maryland* and Section 267-15 of the *Code of St. Mary's County, Maryland*, the Commissioners of St. Mary's County shall set, by ordinance or resolution, a County Income Tax equal to at least One percent, (1.00%), but not more than Three and two-tenths percent, (3.20%), of an individual's Maryland taxable income for the taxable years beginning after December 31, 2001; and

WHEREAS, Section 10-106(a)(2) of the *Tax-General Article* of the *Annotated Code of Maryland*, and Section 267-16 of the *Code of St. Mary's County, Maryland*, provide that the County income tax continue until the County changes the rate by ordinance or resolution; and

Energy and Fuel Tax Rate Levy Authority

WHEREAS, Section 20-606 of the *Local Government Article* of the *Annotated Code of Maryland* authorizes and empowers the Commissioners of St. Mary's County to impose, by ordinance, and collect a sales and use tax on any form of energy or fuel used or consumed in St. Mary's County, and that the sales and use tax on energy or fuel may not exceed Five percent (5.00%) of the vendor's unit charges to customers billed in the County by all vendors for energy and fuel subject to the tax within classifications separated by energy or fuel; and

WHEREAS, the Commissioners of St. Mary's County have imposed such a sales and use tax on energy or fuel pursuant to Sections 267-23 through 267-28 of the *Code of St. Mary's County, Maryland*; and

LIBER 0028 FOLIO 214

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

WHEREAS, Section 267-24 (F) provides that the Commissioners of St. Mary's County shall levy the Energy and Fuel tax rates for each fiscal year ensuing after the fiscal year beginning after June 30, 1990, in accordance with the procedures set forth in that sub-section of the ordinance; and

Special District Tax Rate Levy Authority

WHEREAS, the Commissioners of St. Mary's County are empowered by virtue of Sections 21-301 through 21-305 of the *Local Government Article* of the *Annotated Code of Maryland*, to establish, create, repair, and maintain shore erosion control districts; and

WHEREAS, the Commissioners of St. Mary's County are authorized to act as a District Council pursuant to Section 21-305 of the *Local Government Article* of the *Annotated Code of Maryland* and Section 8-705 of the *Natural Resources Article* of the *Annotated Code of Maryland* for the Special Districts created as Shore Erosion, Erosion Control Districts and/or Waterway Improvement Districts; and

WHEREAS, pursuant to Section 109-2(C) and (D) of the *Code of St. Mary's County, Maryland*, the Commissioners of St. Mary's County are empowered to construct and improve private roads and drainage incident thereto and to impose an annual benefit assessment for said construction and/or improvement after the approval of a petition of a majority of the property owners whose property benefits from said improvements; and

WHEREAS, the Commissioners of St. Mary's County, acting as District Council, shall certify the amount of each assessment to the Treasurer of St. Mary's County, Maryland on or before May 1 of each year for debt service on the capital construction costs, utilizing a uniform assessment method whereby each property within the district, as defined above, shall pay an equal share; and

WHEREAS, pursuant to Section 21-801 of the *Local Government Article* of the *Annotated Code of Maryland*, the Commissioners of St. Mary's County are empowered to provide for electric lighting along all or any part of the streets, lanes, alleys and public ways of the County, and enter into agreements with any person, partnership or corporation for the installation, maintenance and operation of electric lighting, which costs shall be paid by ad valorem taxes levied upon the

LIBER0028 FOLIO215

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

property within the area to be served by the electric lighting upon the approval of a petition of at least 60.0% of the property owners within the district; and

WHEREAS, pursuant to §13-403(b)(3) of the Local Government Article of the Annotated Code of Maryland the Commissioners of St. Mary's County adopted an ordinance that sets an Environmental and Solid Waste Service Fee amount;

NOW, THEREFORE, BE IT ORDAINED, by the Commissioners of St. Mary's County, that:

Section 1. Levy of Emergency Services Tax Rate

The Fire Tax component of the Emergency Services Tax is hereby assessed on every one hundred dollars \$100.00 of assessed valuation of all real and personal property, effective July 1, 2020, as follows:

Fire Tax Rates:		<u>Real</u>	<u>Personal/Other</u>
	Election District 1	\$0.036	\$0.09
	Election District 2	\$0.056	\$0.14
	Election District 3	\$0.024	\$0.06
	Election District 5	\$0.046	\$0.115
	Election District 6	\$0.044	\$0.11
	Election District 7	\$0.056	\$0.14
	Election District 8	\$0.050	\$0.125
	Election District 9	\$0.056	\$0.14; and

LIBER 0028 FOLIO 216

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

The Rescue Squad component of the Emergency Services Tax is hereby assessed on every \$100.00 of assessed valuation of all real and personal property, effective July 1, 2020, as follows:

Rescue Squad Tax Rates:		<u>Real</u>	<u>Personal/Other</u>
	Election District 1	\$0.011	\$0.0275
	Election District 2	\$0.017	\$0.0425
	Election District 3	\$0.009	\$0.0225
	Election District 5	\$0.020	\$0.0500
	Election District 6	\$0.014	\$0.0350
	Election District 7	\$0.030	\$0.0750
	Election District 8	\$0.023	\$0.0575
	Election District 9	\$0.017	\$0.0425; and

The Support Services Organizations component of the Emergency Services Tax is hereby assessed at two and fourth-tenths cents (\$0.024) on every \$100.00 of assessed valuation of all real property and at four cents (\$0.04) on every \$100.00 of assessed valuation of all personal property, effective July 1, 2020.

Section 2. Levy of Property Tax and Service Charge for the Semi-Annual Payment of Property Taxes

The property tax rate for St. Mary's County for Fiscal Year 2021, is established at eight thousand four hundred seventy-eight ten thousandths dollars (\$.8478) per one hundred dollars, (\$100.00), of assessed valuation, for real property and two and one thousand one hundred ninety five thousandths dollars (\$2.1195) per one hundred dollars (\$100.00) of assessed valuation for other property; and

LIBER 0028 FOLIO 217

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

Section 3. Service Charge for the Semi-Annual Payment of Property Taxes

The service charge applicable to the optional semiannual payment schedule for State, County and special taxing district property taxes due on owner-occupied residential property pursuant to Section 10-204.3 of the *Tax-Property Article* of the *Annotated Code of Maryland* is established at fifty-nine hundredths percent (.59%) of the amount of tax due at the second installment.

Section 4. Levy of County Income Tax Rate

The Income Tax Rate is three and seventeen hundredths percent, (3.17%), of an individual's Maryland taxable income, effective January 1, 2021.

Section 5. Levy of Energy and Fuel Tax Rate

The energy and fuel tax rates are enacted for St. Mary's County for Fiscal Year 2021 as follows:

Electricity	1.25% of the billed unit charge.
Fuel Oil	1.25% of the billed unit charge.
Liquefied Petroleum Gas	1.25% of the billed unit charge.

Section 6. Levy of Special District Tax Rate

The following Special District tax rates are established for the following districts for Fiscal Year 2021:

Southampton Lighting	\$19.76 per lot.
Mulberry South	\$283.76 per owner
Golf Course Drive	\$217.99 per property
Holly Point Shore Erosion	\$11,502.65 per year
Kingston Creek Waterway	\$34.14 per parcel
Villas on Waters Edge Shore Eros.	\$243.24 per property
Kingston Creek Waterway #2	\$674.75 per property

LIBER 0028 FOLIO 218

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

Section 7. Environmental and Solid Waste Fee

The Environmental Service Fee as of July 1, 2020 is \$94.68.

Section 8. Development Impact Fee

Development Impact fee for Fiscal Year 2021 is set at \$2,779 full fee to be phased in over five years. Third year of phase-in by dwelling is: 0 to 1,199 sq. ft. \$4,989; 1,200 to 2,399 sq. ft. \$5,338; and 2,400+ square feet \$5,686.

Those voting aye: 5

Those voting nay: 0

Those abstaining or absent: 0

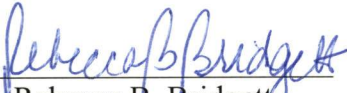
Adoption Date: May 19, 2020

Effective Date of Ordinance:	July 1, 2020
Effective Date of Emergency Service Tax Rates:	July 1, 2020
Effective Date of Property Tax & Service Charge:	July 1, 2020
Effective Date of Income Tax Rate:	January 1, 2021
Effective Date of Energy and Fuel Tax Rate:	July 1, 2020
Effective Date of Special District Tax Rate:	July 1, 2020
Effective Date of Environmental Service Fee:	July 1, 2020
Effective Date of Impact Fee	July 1, 2020


LIBER 0028 FOLIO 219

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2021

ATTEST:


Dr. Rebecca B. Bridgett
County Administrator

Approved as to form and legal sufficiency:


David W. Weiskopf
County Attorney

COMMISSIONERS OF ST. MARY'S COUNTY


James R. Guy, President


Eric Colvin, Commissioner


Michael L. Hewitt, Commissioner


Todd B. Morgan, Commissioner


John E. O'Connor, Commissioner

LIBER 0028 FOLIO 221

APPROPRIATION ORDINANCE

WHEREAS, Sections 27-1 through 27-11 of the *Code of St. Mary's County, Maryland*, authorizes and empowers the Commissioners of St. Mary's County to adopt the Annual Budget and Appropriation Act by June 1 of each year; and

WHEREAS, in accordance with Section 27-5 of the *Code of St. Mary's County, Maryland*, the Recommended Budget was filed in the office of the Commissioners of St. Mary's County on March 24, 2020, a public hearing was held on April 21, pursuant to a separate notice of each public hearing published in *The Enterprise*, a newspaper of general circulation in St. Mary's County, on April 3, 2020, and April 10, 2020.

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of St. Mary's County, that the operating budget for fiscal year 2021 (FY2021) is hereby adopted as set forth in the St. Mary's County Approved Budget for Fiscal Year 2021, a copy of which is incorporated herein by reference. In accordance with Section 27-8 of the *Code of St. Mary's County, Maryland*, transfer of appropriations between general classification of expenditures as outlined in this Ordinance may be authorized by the Commissioners of St. Mary's County; and

NOW, THEREFORE, BE IT FURTHER ORDAINED, by the Commissioners of St. Mary's County, that the following appropriations and capital improvement program are enacted for St. Mary's County for the fiscal year beginning July 1, 2020 (FY2021) as follows:

SECTION 1. OPERATING APPROPRIATIONS

County Departments

County Commissioners/County Administrator	\$1,192,056
Aging & Human Services	5,183,058
County Attorney	1,045,291
Department of Economic Development	1,782,435
Department of Finance	1,983,700
Department of Information Technology	4,185,751
Department of Human Resources	1,782,219
Department of Land Use and Growth Management	2,874,474
Department of Public Works & Transportation	19,421,086
Department of Recreation and Parks	4,383,812
Department of Emergency Services	<u>7,613,896</u>
Total County Departments	<u>\$51,447,778</u>

LIBER0028 FOLIO222

Elected Officials

Circuit Court	\$1,898,285
Orphan's Court	59,478
Office of the Sheriff	48,348,779
Office of the State's Attorney	4,505,144
County Treasurer	<u>518,820</u>
Total Elected Officials	<u>\$55,330,506</u>

State Agencies and Independent Boards

Department of Health	\$2,633,716
Department of Agriculture	91,000
Department of Social Services	475,940
Alcohol Beverages Board	386,888
Board of Elections	1,358,560
University of Maryland Extension Service	270,802
Ethics Commission	833
Forest Conservation Board	2,500
Soil Conservation District	81,497
Resource Conservation & Development	13,300
Tri-County Community Action Committee	16,000
Tri-County Council	125,000
Tri-County Youth Services Bureau	143,600
SDAT – Leonardtown Office	452,580
Southern Maryland Higher Education Center	40,000
Board of Education	109,542,921
College of Southern Maryland	4,518,686
Board of Library Trustees	<u>2,966,362</u>
Total State Agencies and Independent Boards	<u>\$123,120,185</u>

Other Government Budget Costs

Leonardtown Tax Rebate	\$43,446
Employer Contributions	3,625,000
Bank Fees	25,000
Debt Service	<u>12,539,808</u>
Total Other Government Budget Costs	<u>\$16,233,254</u>

LIBER0028 FOLIO223

Transfers & Reserves

Reserve – CIP Pay-Go	\$4,680,000
Appropriation Reserve	1,500,000
Reserve - Bond Rating	400,000
Reserve – Emergency	<u>500,000</u>

Total Transfers & Reserves \$7,080,000

TOTAL GENERAL FUND \$253,211,723

Enterprise and Special Revenue Funds

Recreation and Parks Activities Fund	\$4,042,587
Wicomico Shores Golf Fund	1,493,979
Solid Waste & Recycling	5,375,993
Miscellaneous Revolving Fund	620,379
Special Assessment Fund	48,694
Emergency Services Support Fund	<u>3,932,121</u>

TOTAL ENTERPRISE & SPECIAL REVENUE \$15,513,753

FUNDS

SECTION 2. CAPITAL IMPROVEMENTS FUND APPROPRIATIONS

Public Facilities

Adult Detention Center Upgrades, Housing & Medical Units	\$12,297,000
Airport Improvements	10,165,015
Building Maintenance & Repairs – Critical	440,000
Building Maintenance & Repairs - Programmatic	415,000
Emergency Communications Center Exp	220,000
North County Farmers Market	200,000
Parking & Site Improvements	195,000
Public Administration Enterprise Software Upgrade	750,000
Salt Storage Facility Replacement	2,558,200
Sheriff's Headquarters Facility	1,800,000

Total Public Facilities \$29,040,215

LIBER 0028 FOLIO 224

Highways	Culvert Replacement & Repair	\$1,573,700
	FDR Boulevard Extended (MD 4 to Pegg Rd)	10,512,882
	Neighborhood Drainage Improvements & Rehabilitation	620,000
	Retrofit Sidewalk Program	762,500
	Roadway Safety Improvements	4,616,500
	Side-Path or Bikeways	120,000
	South Hampton Neighborhood Revitalization	60,000
	Street Lighting & Streetscape Improvements	255,000
	Water Quality & Nutrient Removal	400,000
	Total Highways	<u>\$18,920,582</u>
	Marine	MD 249 St. George's Island Shore Erosion/Flooding
National Fish & Wildlife Foundation Grant		250,000
Piney Point Lighthouse Museum Shore Erosion		85,000
Piney Point Road Shore Erosion		30,000
Shoreline Resiliency		50,000
St. Jerome's Creek Jetties		167,100
St. Patrick Creek Maintenance Dredge		<u>100,000</u>
Total Marine		<u>\$764,600</u>
Land Conservation	Agricultural Land Preservation Programs	\$3,333,333
	Rural Legacy Program	<u>4,200,000</u>
	Total Land Conservation	<u>\$7,533,333</u>
Recreation and Parks	Elms Beach Park Improvements	\$1,408,637
	Lexington Manor Passive Park	250,000
	Multi-Purpose Synthetic Turf Fields	3,805,000
	Park Land and Facility Acquisition	246,431
	Recreation Facility & Park Improvements	1,775,500
	Snow Hill Park	275,000
	St. Clements Island Museum Renovations	620,000
	Three Notch Trail – Phase Seven	<u>350,000</u>
Total Recreation and Parks	<u>\$8,730,568</u>	

LIBER0028 FOLIO225

Solid Waste	Clements Convenience Center Improvements	\$665,000
	Total Solid Waste	<u>\$665,000</u>
Public Schools	Aging School Program	\$57,000
	Building Infrastructure – Critical	1,183,000
	Building Infrastructure – Programmatic	946,000
	Chopticon HS Soil Erosion	255,346
	Dynard ES Roof, HVAC & Emergency Power	7,242,000
	Great Mills HS Partial Roof Replacement	42,000
	Green Holly ES – Switch Gear & HVAC	3,731,981
	Lettie Marshall Dent ES Addition, HVAC, Electric	62,000
	Mechanicsville Elementary School Modernization	422,000
	Relocatables for Various Sites	385,000
	Safety & Security Projects	3,590,000
	School Capacity Study K-12	175,000
	Town Creek ES HVAC Systemic Renovation	<u>24,000</u>
	Total Public Schools	<u>\$18,115,327</u>
TOTAL CAPITAL IMPROVEMENTS FUND		<u>\$83,769,625</u>

AND BE IT FURTHER ORDAINED, by the Commissioners of St. Mary's County, that, in accordance with Section 27-3 of the *Code of St. Mary's County, Maryland*, the Capital Program for the fiscal years ending June 30, 2022; June 30, 2023; June 30, 2024; June 30, 2025 and June 30, 2026; is hereby adopted as set forth in the St. Mary's County Approved Budget for Fiscal Year 2021, a copy of which is incorporated herein by reference, by the Commissioners of St. Mary's County.

Those voting Aye: 5

Those voting Nay: 0

Those Abstaining: 0

LIBER 0028 FOLIO 226


Adoption Date: May 19, 2020
Effective Date: July 1, 2020

ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY



Dr. Rebecca B. Bridgett
County Administrator



James R. Guy, President



Eric Colvin, Commissioner



Michael L. Hewitt, Commissioner

Approved as to form and legal
sufficiency:



David W. Weiskopf
County Attorney



Todd B. Morgan, Commissioner



John E. O'Connor, Commissioner

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

LIBER 0027 FILED 057

ORDINANCE

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

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

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

WHEREAS, a notice of a public hearing was advertised on April 5, 2019 and April 12, 2019 in *The Enterprise*, a newspaper of general circulation in St. Mary's County, and a public hearing was held on April 23, 2019, to receive public comment and consider the setting of the Schedule of Fees; and

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

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

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

SCHEDULE OF FEES FOR ST. MARY'S COUNTY

FEES

- 1. LAND USE AND GROWTH MANAGEMENT (LUGM) AND PUBLIC WORKS AND TRANSPORTATION (DPWT) REVIEW, APPLICATION AND INSPECTION FEES.

A. Minor Subdivision: 1-7 Lots	
LUGM TEC & Review Fees	\$ 600 + \$ 60 per lot
DPWT TEC & Review Fees	\$ 150 + \$ 40 per lot
Total	\$ 750 + \$ 100 per lot

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

LUMR0027 FOLIO058

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

B. Major Subdivision: More than 7 lots

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

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

C. Major Site Plan:

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

D. Minor Site Plan:

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

E. Boundary Line Adjustment Plat

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

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

LUGM Application & Review Fee	\$ 80
FCP/FSD/TDR/Deed/Non-POR	

H. Review of Resubmission:

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

LUGM Review Fee	\$ 60 + recording costs
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LIDER 0027 059

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

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

J. Concept Site Plan:

LUGM Application Fee	\$ 20
LUGM TEC & Review Fee	\$ 760
DPWT TEC & Review Fee	\$ 160
Total	\$ 940

K. PUD Application:

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

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

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

M. Inspection Fees:

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

N. Board of Appeals Action

Conditional Use	\$ 750
Expansion of Non-Conforming Use	\$ 670
Variance of Zoning Ordinance	\$ 500

O. Administrative Variance

LUGM Fee	\$ 500
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P. Consultant Review Fee for projects other than major subdivisions where

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

LIBR0027 FILE0060

submitted plans require outside review

LUGM Fee *Consultant fee + 5%
*Contact LUGM for
Consultant fee cost

Q. Zoning Permit

LUGM Application Fee \$ 20
LUGM Environmental Review \$ 30
LUGM SWM Eng. Plan Review \$ 30
LUGM Re-Submission Review \$ 25 each after the first

R. BOCC Railroad Right-of-Way

DPWT Railroad ROW Review Fee \$ 500 each per easement

S. Bond Reduction & Re-Inspection Fee

DPWT Grading Permit or Public Works \$ 250 each
Agreement Bond Reduction & Re-Inspection
Fee
DPWT Permit Extension Applicable to all
permits which have received more than 3 extensions. \$60.00 per renewal

T. Traffic Impact Study Review

DPWT Traffic Impact Study Review Fee \$ 200 per study

U. DPWT Application Fees

Public Works Agreement \$ 100
Grading Permit \$ 50
Construction Right-of-Way Permit \$ 25
Utility Permit \$ 25

V. Critical Area and Forest Conservation

Fees, Bonds and Fines for Violations

Fee in lieu of required plantings in Critical Area \$ 1.50 per square foot
Bond amount for Critical Area compliance \$ 1.50 per square foot of required planting
Fine for unauthorized clearing in Critical Area \$ 1.80 per square foot of area cleared
Fee in lieu of planting in Forest Conservation \$.30 per square foot of area in PFA
Fee in lieu of planting in Forest Conservation \$.36 per square foot of area outside PFA
Bond amount for Forest Conserv. compliance Cost of afforestation and/or reforestation
Fine for violation of Forest Conservation \$ 1,000 per day

LIBER0027 000061

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

W. Certificate of Use & Occupancy Permits

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

X. Coin Operated Amusement Machines

Annual fee for coin operated pool tables	\$ 100 each, due July 1 st of each year
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Subject: To Amend Chapter 223 of the Code of St. Mary's County, Maryland, to Provide for and Set the Schedule of Fees

LIBER 0027 FOLIO 062

SECTION II. This Ordinance shall be effective July 1, 2019.

Those voting Aye: 3

Those voting Nay: 2

Those Abstaining: 0

Date of Adoption: 5/21/19

ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY

Rebecca B. Bridgett
Rebecca B. Bridgett
County Administrator

James R. Guy
James R. Guy, Commissioner President

Eric Colvin
Eric Colvin, Commissioner

Approved as to form and legal sufficiency:

David A. Weiskopf
David A. Weiskopf
County Attorney

- NAY -
Michael L. Hewitt, Commissioner

Todd B. Morgan
Todd B. Morgan, Commissioner

- NAY -
John E. O'Connor, Commissioner

CODE OF ST. MARY'S COUNTY

CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

27-1 Fiscal and tax year.

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

27-2 Definitions.

In this chapter the following words have the meaning indicated:

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

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

CAPITAL PROJECT:

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

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

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

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

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

CODE OF ST. MARY'S COUNTY

CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

- (e) A detailed statement of the estimated receipts and budget outlays of the current ending fiscal year, listing such budgetary items by function, activity and sub activity, and a detailed statement of the recommended and approved expenditures for the ensuing fiscal year, listing such expenditures by function, activity, and sub activity; and
 - (f) Any other material which the County Commissioners may deem advisable.
- (C) List of Capital Projects.
- (1) At whatever times the Board of County Commissioners may direct, each office, court, department, institution, board, commission, corporation, or other agency of the county government shall submit to the Chief Financial Officer for transmission to the Planning Commission an itemized list of the capital projects which each agency proposes to undertake in the ensuing fiscal year and the next succeeding five (5) fiscal years thereafter. After consideration by the Planning Commission, the Director of Planning and Zoning function shall transmit to the Chief Financial Officer the list of projects recommended by the Commission together with his recommendations on the projects to be undertaken in the periods aforesaid and estimates of the cost thereof. The County Commissioners, with the assistance of the Chief Financial Officer, shall consider such recommendations with the other budget proposals and shall recommend to the general public, together with the current expense budget, a complete capital budget and capital program.
 - (2) The proposed capital budget and capital program shall be so arranged as to set forth clearly the plan of proposed capital projects to be undertaken in the ensuing fiscal year and in each of the next five (5) fiscal years and also the proposed means of financing them. The capital budget shall include a statement of the receipts anticipated during the ensuing fiscal year from all borrowing and from other sources for capital projects.
- (D) The budget message shall contain supporting summary tables and shall explain the proposed current expense budget and capital program, both in fiscal terms and in terms of work to be done. It shall outline the proposed financial policies of the county for the ensuing fiscal year and describe the important features of the current expense budget. It shall indicate any major changes in financial policies and in expenditures, appropriations and revenues, as compared with the fiscal year currently ending, and shall set forth the reasons for such changes. The message shall also include such other material as the County Commissioners may deem desirable.

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

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

27-5 Notice of hearings; hearing dates.

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

CODE OF ST. MARY'S COUNTY

CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

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

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

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

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

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

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

27-9 Additional or emergency appropriations.

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

CODE OF ST. MARY'S COUNTY

CHAPTER 27 - BUDGETARY AND FISCAL PROCEDURES

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

27-10 Expenditures in excess of amounts appropriated.

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

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

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

ST. MARY'S COUNTY
FY2020 FEES CHARGES

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All fees / charges are subject to change through-out the Fiscal Year.

ST. MARY'S COUNTY
FY2020 FEES CHARGES

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All fees / charges are subject to change through-out the Fiscal Year.

ST. MARY'S COUNTY
FY2020 FEES CHARGES

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

GENERAL FUND REVENUES:

DEPARTMENT OF AGING AND HUMAN SERVICES

Senior Center Room Rental Rates

Multipurpose Room

\$50.00/ 3 Hours

Club Room

\$35.00/ 3 Hours

Internet Café

\$20.00/ 3 Hours

All rates are prorated per hour if more time is needed; No security deposit required.

EMERGENCY SERVICES & TECHNOLOGY

Animal Control Division

Regulations and detailed descriptions of violations are located under St. Mary's County Ordinance No 2017-03 and The Code of St. Mary's County Maryland, Chapter 212

Failure to License (Commercial)

Must appear in court and up to a \$1,000 fine

Animal Care/Cruelty

Public Nuisance

Dangerous and/or Vicious

Animal Fines

1st Offense

\$ 50.00

2nd Offense

\$ 100.00

3rd Offense

\$ 250.00

Communications Division

911 Service Fee

Tax charge per subscriber on all switched local exchange services, wireless telephone services or other 911 accessible services

\$0.75 per month

Emergency Services Support

Emergency Services Support

Emergency Services Support Tax

\$ 0.024

LAND USE & GROWTH MANAGEMENT

Administrative Division

Advertising Fees

Actual cost

Comprehensive Planning Division

LUGM Environmental Permit Review

\$ 30.00

LUGM Impervious Surface

\$1.20 per square foot

Development Services Division

Minor Subdivision

1 - 7 Lots > Technical Evaluation Committee (TEC)
& Review fee per lot

\$ 600.00

\$ 60.00

Major Subdivision

7+ Lots

\$1,500 + \$70 per lot

Major Site Plan

Per acre of disturbed area

\$ 1,100.00

Minor Site Plan under 144

Review fee for under 500 square feet

\$ 125.00

Fee for over 500 square feet

\$ 250.00

Development Services Division

Boundary Line Adjust Plat

Development review application fee

\$ 80.00

Recording package review fee

\$60 plus recording costs

Confirmatory Plats

Development review application fee

\$ 80.00

Recording package review fee

\$60 plus recording costs

Plat Exempt by Deed/Plat

Development review application fee

\$ 80.00

Recording package review fee

\$60 plus recording costs

Re-Review of Submissions

After first review

\$25 each

Review of Recording Doc/P

Development review application fee

\$ 70.00

Recording package review fee

\$60 plus recording costs

Concept Site Plan Review

\$760 each + \$20 application fee

PUD Application

Will credit against future charges (i.e. Tec Review Charges)

\$ 10,000.00

LUGM Farmsteads Sub 15+

Technical Evaluation Committee fee

No cost

& Review fee per lot

No cost

All fees / charges are subject to change through-out the Fiscal Year.

* Current Rec. Park Fees - Approved change effective January 1, 2021

FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

GENERAL FUND REVENUES:

LAND USE & GROWTH MANAGEMENT continued:

Board of Appeals

LUGM BOA Conditional Use	Per Appeal	\$	750.00
LUGM BOA Exp NonConform	Per Appeal	\$	670.00
LUGM BOA Variance of Zoning	Per Appeal	\$	500.00

Permits Services Division

Zoning Permit	Application Fee	\$	20.00
	Electrical Permit	\$	20.00
	Environmental Review Fee	\$	30.00
	SWM Engineering Plan Review Fee	\$	30.00
	Re-Submission Review Fee		\$25 each after the first
Building Permits	Regular Cost (Individual items, i.e. swimming pool, piers, pumps, etc. costs listed when inquiring)		\$0.16 cents per square footage

Inspections & Compliance Division

Occupancy Permits	Single Family Dwelling, Townhouse, Duplex		\$20 per dwelling unit
	Multi-family Dwelling (Apartments, Condos)		\$20 + \$5 per dwelling unit
	Mobile Home/ RV Park Pads, Lots & Spaces		\$20 per each 10 or less pads, lots, spaces
	Hotels, Motels, Inns, Bed & Breakfasts		\$20 + \$5 per guest room
	Commercial, Industrial, Non-Residential		\$20 per structure or building
	Home Based Business (Home Occupation)	\$	20.00
	Non-Profit/Religious Organizations		No Fee
Coin Operated Amusement Machine	Annual fee for coin operated pool tables		\$100 each, due July 1st of each year
LUGM Overlot Grading Insp	Per Inspection		\$160 per visit
Stormwater Management Inspections (Engineer Plans)			\$160 per plan
Critical Area Fines	Unauthorized clearing in Critical Area		\$1.80 per sq. ft. of area cleared
	Fine for violation of Forest Conservation		\$1,000 per day
Non-Critical Area Fines		\$	200.00
Zoning Violations		\$	200.00
Blight Properties Violations		\$	1,000.00

Board of Electrical Exam

Electrical Exam	Per License	\$	150.00
LUGM Homeowner Elec Exam	Each Exam	\$	25.00

Zoning Administration

LUGM Zoning/Text Amendment			\$3,000 each
LUGM Admin Variances	Application	\$	500.00

PUBLIC WORKS & TRANSPORTATION:

Engineering Services Division

DPW & T GP Inspection Fee			\$310 per disturbed area
Bond Reduction&Reinspection			\$250 each
Permit Extension (Re-Application)			\$60 after 3 extensions
DPW's PWA Inspection Fees			3% of construction costs
DPWT Offsite Ent. Inspect			3% of construction costs
Permit Ext. Fee over 3			\$100 each
Application Construction			\$25 each
Application Fee			\$100 each
App Fee-Grading Permit			\$50 each
Construction Right-of-Way Permit			\$25 each

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

GENERAL FUND REVENUES:

PUBLIC WORKS & TRANSPORTATION continued:

Permit Transfer Fee		\$100 each
Application Fee - PWA		\$100 each
Concept Site Plan Review		\$160 each
DPW&T Contract Review Fee (Engineering)		Contact LUGM and/or DPWT for Consultant fee cost -
Major Subdivision 6+ lots		\$400 plus \$30 per lot
Minor Subdivision		\$150 plus \$40 per lot
Major Site Plan		\$400 per acre of disturbed area
Minor Site Plan		\$125 each
Review of Recording	1 up to 10 Lots	\$ 30.00
	More than 10 Lots	\$ 60.00
Re-inspections		\$60 each
	Requiring outside consultant	Consultant fee plus 5% processing
	Resubmitted plans that do not address all DPW&T comments (additional charges)	50% of DWPT Review Fee
BOCC Railroad Right-of-Way		\$500 each per easement
<u>Construction & Inspection Division</u>		
Material Testing		Reimbursement of actual costs from contract
<u>Highways Division</u>		
Application Utility Permit		\$25 each
Traffic Impact Study Review		\$200 per traffic impact study
<u>Non-Public School Bus Transportation Division</u>		
Passenger / Non Public School Bus	Out of County Student Transport Fee	
	Full-Time Student Rider: per year / student	\$ 900.00
	Half-Time Student Rider: per year / student - those students who ride the school bus either in the AM only, PM only or will only ride the school bus for one semester	\$ 450.00
Passenger / Non Public School Bus continued	Part-Time Student Rider: per year / student - those students who ride the bus a total of less than one semester, regardless of the number of days or weeks that ridership is requested	\$ 225.00

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

GENERAL FUND REVENUES:

PUBLIC WORKS & TRANSPORTATION continued:

Airport

Airport Charges	Transient Ramp Fee	
	All single piston & twin-engine aircraft	No Fee
	All small turbine aircraft < 12,500 lbs*	(1-8 hrs) \$20 / (8-24 Hrs) \$35
	All large turbine aircraft ≥ 12,500 lbs*	(1-8 hrs) \$40 / (8-24 Hrs) \$70
	Transient Ramp Fees Overnight	\$10
	Long term	The lesser of the sum of the overnight fees and the monthly tie-down fee
	*certified gross weight	
	conditions: -purchase of 100 gallons or more for turbine aircraft - temporary ramp occupancy of less than 1 hr - special events (single day)	
Rents and Concessions / Airport	Lease/Rent Payments	vary between \$1 per year & \$809.43 per month
	Fuel is market driven	Co is paid \$950 per month or a fuel flow rate fee per gallon (\$0.08), which ever is greater

Vehicle Maintenance / Transportation

Passenger Fares	General Public	
	One-Way Trip	\$ 1.00
	Transfer Fee	\$ 0.50
	All Day Passes	\$ 3.00
	Monthly Passes	\$ 40.00
	Seniors/Medicare Holders/Disabled	
	One-Way	\$ 0.50
	Transfer	\$ 0.25
	All Day	\$ 3.00
	Monthly	\$ 20.00
	Discount & Reduced Tickets	
	Purchased in sheets of 10 tickets:	
	General Public - One Way Trip	\$ 0.85
	General Public - Transfer Fee	\$ 0.50
	Seniors / Persons with Disabilities/Students with I.D. / Children - all ages / Medicare Card Holder - One Way	\$ 0.50
	Seniors / Persons with Disabilities/Students with I.D. / Children - all ages / Medicare Card Holder - Transfer	\$ 0.25
	Special Programs and Fares	
	ADA Paratransit - One Way Trip (Per Stop)	\$ 2.00
	ADA Paratransit - Round Trip	\$ 4.00
	Additional per stop charge for above	\$ 2.00
	Certified Personal Care Attendant with ADA Paratransit	No Fee
	SSTAP Program (Transportation Service for areas in St. Mary's County that are not served by Public Transportation or ADA transportation for Seniors & Persons with Disabilities)	
	One Way Trip (Per Stop)	\$ 3.00
	Round Trip	\$ 6.00
	Additional per stop charge for above	\$ 3.00

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

SOLID WASTE AND RECYCLING FUND REVENUES:

Property Taxes - Environmental & Solid Waste Service Fee	Annual Environmental Surcharge	\$ 94.68
Landfill Tipping Fee	Residential - per pickup	\$ 10.00
	Excessive Loads	\$65 per ton
	Commercial	\$64 per ton
	Green Waste Excessive Loads	\$40 per ton
	Tires	No Fee for 5 tires but in excess of 5 tires \$158 per ton
	Appliances	No Fee

MISCELLANEOUS REVOLVING FUNDS REVENUES:

PW&T / Fuel Operations	Only Authorized Departments & Agencies allowed	5% Surcharge
LUGM / Historical Preservation	Book Sales: I'm Goin' Down County: An Architectural Journey through St. Mary's County (A Maryland Historical Trust Press Publication)	\$25 each (book)

CAPITAL IMPROVEMENTS REVENUE:

Agricultural/Develop Tax - Other		Recordation Tax Property is sold & title recorded @ 0.35
Transfer Tax		Property transfer value 1%
Mitigation - Roads	The project cost varies by the project & there are exceptions / fee-in-lieu amounts allowable	Mitigation Fee= Project cost x Percent intersection capacity used by Percent intersection capacity used by development= (Critical Lane Volume total - Critical Lane Volume background) / Critical Lane Volume background.
Critical Area Fee-in-Lieu	Fee in lieu of required plantings in Critical Area	\$1.50 per sq. ft.
	Bond for Critical Area compliance	\$1.50 per sq. ft. of req planting
Forest Cons. Fee-in-Lieu	Fee in lieu of planting in Forest Conservation	\$.30 per sq. ft. of area in PFA
	Fee in lieu of planting in Forest Conservation	\$.36 per sq. ft. of area outside PFA
	Bond amount for Forest Conservation compliance	Cost of afforestation and/or reforestation

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

CAPITAL IMPROVEMENTS REVENUE: continued

Impact Fee - Full - \$2,779 - Year three phase in:

Impact Fees - Schools	Per Residential Dwelling Size:		
	0 to 1,199 square ft.	\$	2,864
	1,200 to 2,399 square ft.	\$	3,064
	2400+ square ft.	\$	3,265
Impact Fees - Parks	Per Residential Dwelling Size:		
	0 to 1,199 square ft.	\$	264
	1,200 to 2,399 square ft.	\$	282
	2400+ square ft.	\$	300
Impact Fees - Roads	Per Residential Dwelling Size:		
	0 to 1,199 square ft.	\$	1,861
	1,200 to 2,399 square ft.	\$	1,991
	2400+ square ft.	\$	2,121

RECREATION & PARKS - WICOMICO SHORES:

Golf Course

Season Pass Fees			
	Five (5) Day (Weekdays Only)		
	Individual	\$	925.00
	Family (2 passes)	\$	1,425.00
	Senior (60 and over)	\$	845.00
	Senior Family (2 passes)	\$	1,300.00
	Seven (7) Day Limited Pass (after 12 pm on weekends/holidays)		
	Individual	\$	1,200.00
	Family (2 passes)	\$	1,665.00
	Senior (60 or over)	\$	1,105.00
	Senior Family (2 passes)	\$	1,475.00
	Seven (7) Day Unlimited Pass (no restrictions)		
	Individual	\$	1,475.00
	Family (2 passes)	\$	2,025.00
	Senior (60 or over)	\$	1,350.00
	Senior Family (2 passes)	\$	1,850.00
Green Fees			
	18 Hole		
	Individuals - Weekdays	\$	30.00
	Individuals - Weekends / Holidays	\$	38.00
	Seniors (60 and over) - Weekdays	\$	22.00
	Seniors - Weekends / Holidays	\$	35.00
	9 Hole		
	Individuals - Weekdays	\$	16.00
	Individuals - Weekends / Holidays	\$	20.00
	Seniors (60 and over) - Weekdays	\$	12.00
	Seniors - Weekends / Holidays	\$	18.00
	"Twilight" Play - Weekdays	\$	16.00
	"Twilight" Play - Weekends / Holidays	\$	21.00
	Mid Rate		
	Weekday - 18 Hole	\$	22.00
	10am - Twilight		
	Weekday - 9 Hole	\$	12.00
	May - September		
	Sat., Sun., & Holiday 18 Hole	\$	30.00
	Sat., Sun., & Holiday 9 Hole	\$	16.00

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS - WICOMICO SHORES: continued

Golf Course: continued

Cart Fees

2 Players - 18 Hole	\$	36.00
2 Players - 9 Hole	\$	22.00
1 Player - 18 Hole	\$	18.00
1 Player - 9 Hole	\$	11.00

Miscellaneous Fees

Range Balls (bucket)	\$	4.00
Golf Handicap Fee	\$	30.00
Club Rental		
18 holes	\$	15.00
9 holes	\$	10.00
Trail Fee	\$	600.00
9 holes	\$	10.00

Golf Lessons / Instructions (see County website for more information)

Tournaments (see County website for more information)

Riverview Restaurant

Bar and Grill Restaurant - see County website for more information

Banquet Room (seating capacity 175 people) see County website for rental meetings and special events **\$2,500**

The Pro Shop

The Pro Shop has a variety of golf attire, accessories and gift ideas for the golf enthusiast.

Handicap Fees **\$ 35.00**

RECREATION & PARKS ENTERPRISE FUNDS:

Child Care Programs

1	Green Holly	Costs same for 1 - 8		
		Before / After MONTHLY		
2	Hollywood Rec Center	One (1) Child	\$	390.00
		Sibling	\$	370.00
3	Leonardtwn	Before / After MONTHLY including "Out of School Camp"		
		One (1) Child	\$	425.00
4	Letti Dent	Sibling	\$	385.00
		Before Only MONTHLY		
5	Oakville	One (1) Child	\$	265.00
		Sibling	\$	250.00
6	Duke	After Only MONTHLY		
		One (1) Child	\$	275.00
7	Evergreen	Sibling	\$	260.00
		Teens		
8	Banneker	Drop In - Daily		
		One (1) Teen	\$	290.00
		Sibling	\$	275.00
	All Centers			
		Registration Fee (per family)	\$	55.00
		Out of School Camps	\$	35.00
		Late Tuition Payment	\$	15.00
		Late Pick-up per minute	\$	1.00
		Credit Card Fee \$10 per family	\$	-
		Returned Check	\$	25.00
		Summer Camp Registration	\$	20.00

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.		Non-Res.
<u>Leisure / Special Programs</u>				
For Various Classes, Programs, Special Events and Trips - see Recreation & Parks under County website				
Discounts: 100% Disabled Veteran - no charge; 50% Disabled Veteran - 50% Fee Reduction; (does not include the Golf Course, Family Passes, Pavilion Rentals, Waterfront Park Entrance Fees, Facility/Party Rentals & Amusement Park Tickets)				
	<i>Family Event Registration Fees</i>		\$10-\$50	
	<i>Bus Trips</i>		\$90 to \$130	
<u>Special Facilities</u>				
Nicolet Skate Park	Daily Entrance Fee		no cost	
	Season Pass (County)		no cost	
	Season Pass (Non-County)		no cost	
Amusement Park Tickets				
	Kings Dominion			
	Adult	\$	41.00	\$ 41.00
	Children's Days			
	MRPA Special Days	\$	39.00	\$ 39.00
	Spring / Fall Fun/Summer Fun	\$	39.00	\$ 39.00
	Six Flags of America			
	GAD	\$	46.00	\$ 46.00
	Special Days	\$	36.00	\$ 36.00
	Season Pass			
	Six Flags Great Adventure			
	Theme / Safari	\$	45.00	\$ 45.00
	Early/Hurricane Harbor	\$	35.00	\$ 35.00
	Dorney Park			
	Adult	\$	43.00	\$ 43.00
	Child under 48" / Seniors			
	Water Country			
	All Ages	\$	39.00	\$ 39.00
	Child	\$	33.00	\$ 33.00
	Fun Card			
	Busch Gardens			
	GAD	\$	66.00	\$ 66.00
	Children	\$	57.00	\$ 57.00
	Fun Card	\$	74.00	\$ 74.00
	Hershey Park			
	Adult	\$	54.00	\$ 54.00
	Junior (3 - 8)	\$	42.00	\$ 42.00
	Special Days	\$	44.00	\$ 44.00
	Camp Specials - Adult - Groups	\$	38.00	\$ 38.00
	Sesame Place			
	All Ages	\$	58.00	\$ 58.00
	Special Days	\$	48.00	\$ 48.00
	Dutch Wonderland			
	All Ages	\$	38.00	\$ 38.00
	Diggerland USA			
	All Ages	\$	26.00	\$ 26.00
	Sahara Sam's Oasis			
	All Ages	\$	28.00	\$ 28.00
	<i>*Prices are based on 3rd party supplier and could change from year to year</i>			

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:	Res.	Non-Res.
Special Events		
Easter Festival - Egg Hunt	\$ 5.00	\$ 5.00
Easter Festival - Vendor Fees	\$ 50.00	\$ 50.00
Golf Tournament - per team	\$ 340.00	\$ 340.00
<i>*Trip fees can change based on contracted bus rates for gas and mileage</i>		
Summerstock		
Child Admission	\$ 8.00	\$ 8.00
Adult Admission	\$ 16.00	\$ 16.00
Senior Admission	\$ 12.00	\$ 12.00
<u>SCHOOL AGE CARE AND CAMPS</u>		
Hollywood Rec Center (Family Programs)		
PNO (fee per event)	\$ 35.00	\$ 40.00
OSC (fee per day)	\$ 35.00	\$ 40.00
Mother Son Kickball	\$ 40.00	\$ 45.00
add'l participant	\$ 20.00	\$ 25.00
Father Son Event	\$ 40.00	\$ 45.00
add'l participant	\$ 20.00	\$ 25.00
Mother Daughter Tea	\$ 35.00	\$ 40.00
add'l participant	\$ 15.00	\$ 20.00
Daddy Daughter Dance	\$ 50.00	\$ 55.00
add'l participant	\$ 20.00	\$ 25.00
Mother Son Dance	\$ 50.00	\$ 55.00
add'l participant	\$ 20.00	\$ 25.00
Grandparent Event	\$ 20.00	\$ 25.00
add'l participant	\$ 5.00	\$ 10.00
Family Event	\$ 15.00	\$ 20.00
add'l participant	\$ 15.00	\$ 20.00
Birthday Parties	\$ 160.00	\$ 165.00
add'l participant	\$ 8.00	\$ 13.00
add'l pizza	\$ 14.00	\$ 19.00
soda	\$ 3.00	\$ 8.00
cookie	\$ 5.00	\$ 10.00
Christmas Event-Tiny Elves	\$ 25.00	\$ 30.00
add'l participant	\$ 5.00	\$ 10.00
Christmas Event-Santa's Workshop	\$ 40.00	\$ 45.00
Summer Camps		
Camp Registration Fee (per child)	\$ 20.00	\$ 25.00
Specialized Themed Camps	\$ 150.00	\$ 155.00
STEM Themed Camps	\$ 210.00	\$ 215.00
Teens	\$ 225.00	\$ 230.00
Counselors in Training	\$ 385.00	\$ 390.00
Field Trip Camps	\$ 185.00	\$ 190.00
Tiny Tots	\$ 80.00	\$ 85.00
Extended Care (AM or PM)	\$ 20.00	\$ 25.00

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.		Non-Res.
Therapeutic Recreation				
Paralympics / Special Olympics	Various Activities and Events	0-\$180 per participant / program		
<i>Class Registration Fees</i>		\$5 to \$250		
	TR Fitness	\$ 20.00	\$	25.00
	TR Fitness	\$ 30.00	\$	35.00
	Adapted Gymnastics	\$ 160.00	\$	165.00
	Adapted Aquatics (Mini Session)	\$ 105.00	\$	110.00
	Adapted Aquatics (Full Session)	\$ 205.00	\$	210.00
	TR Yoga	\$ 125.00	\$	130.00
	Medically Oriented Classes	\$ 20.00	\$	25.00
	Medically Oriented Classes	\$ 30.00	\$	35.00
	Kids Night Out	\$ 45.00	\$	50.00
Therapeutic Recreation Camps				
	NEW HORIZON DAY CAMP	\$ 800.00	\$	850.00
	CAMP INSPIRE	\$ 640.00	\$	690.00
	FAMILY PROGRAMS	\$ 50.00	\$	55.00
Additional Therapeutic Programs / Classes / Events on County website under Recreation & Parks				

Sports Programs

St. Mary's County Gymnastics Center

Membership is required to register for classes & includes various
Gymnastics Center Rental for Parties (2 hours):

Small Room

Member - 12 children \$ 125.00

Non-Member - 12 children \$ 150.00

Large Room

Member - 18 children \$ 175.00

Non-Member - 18 children \$ 200.00

Additional children (each) up to 6 additional \$ 5.00

Whole Gym

Member - 24 children \$ 225.00

Non-Member - 24 children \$ 250.00

Additional children (each)- up to 8 additional \$ 5.00

FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:			Res.	Non-Res.
Sports Programs continued				
Gymnastics Classes	Parents and Tots I	\$	90.00	\$ 95.00
	Parents and Tots II	\$	90.00	\$ 95.00
	Tumble Tots	\$	90.00	\$ 95.00
	Tumble Bees	\$	90.00	\$ 95.00
	Kindergym	\$	90.00	\$ 95.00
	Kartwheel Kids	\$	95.00	\$ 100.00
	Beginner Gymnastics	\$	95.00	\$ 100.00
	Advance Gymnastics	\$	100.00	\$ 105.00
	Boys Gymnastics	\$	100.00	\$ 105.00
	Intermediate Gymnastics	\$	95.00	\$ 100.00
	Cheermasters	\$	95.00	\$ 100.00
	Pre -Team	\$	55.00	\$ 65.00
	Level 1	\$	135.00	\$ 145.00
	Level 2 & Xcel Silver	\$	178.00	\$ 188.00
	Level 3 & Xcel Gold	\$	230.00	\$ 240.00
	Level 4 & Xcel Platinum	\$	280.00	\$ 290.00
	Level 5 & Xcel Diamond	\$	322.00	\$ 332.00
	Level 6	\$	385.00	\$ 395.00
	Level 7-10	\$	385.00	\$ 395.00
	Team Tryouts	\$	25.00	\$ 30.00
	Team Meets: Level 1	\$	50.00	\$ 55.00
	Team Meets: Level 2	\$	200.00	\$ 200.00
	Team Meets: Level 3-5 Xcel	\$	350.00	\$ 350.00
	Team Meets: Optionals	\$	400.00	\$ 400.00
Youth Leisure Programs				
	Animals & Pets	\$	20.00	\$ 25.00
	Animals & Pets	\$	140.00	\$ 145.00
	Animals & Pets	\$	160.00	\$ 165.00
	Animals & Pets	\$	180.00	\$ 185.00
	Arts & Crafts	\$	12.00	\$ 17.00
	Arts & Crafts	\$	20.00	\$ 25.00
	Dance & Drama	\$	50.00	\$ 55.00
	Dance & Drama	\$	55.00	\$ 60.00
	Dance & Drama	\$	65.00	\$ 70.00
	Dance & Drama	\$	100.00	\$ 105.00
	Foreign Language	\$	60.00	\$ 65.00
	Foreign Language	\$	70.00	\$ 75.00
	Physical Fitness Program	\$	24.00	\$ 29.00
	Physical Fitness Program	\$	25.00	\$ 30.00
	Physical Fitness Program	\$	60.00	\$ 65.00
	Physical Fitness Program	\$	115.00	\$ 120.00
	Physical Fitness Program	\$	120.00	\$ 125.00
	Self-Defense	\$	45.00	\$ 50.00
	Self-Defense	\$	60.00	\$ 65.00
	Self-Defense	\$	80.00	\$ 85.00
	Music	\$	60.00	\$ 65.00

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FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.		Non-Res.	
<u>Sports Programs continued</u>					
Adult Leisure Programs					
	Craft Classes	\$	12.00	\$	17.00
	Craft Classes	\$	20.00	\$	25.00
	Adult Dance	\$	50.00	\$	55.00
	Adult Dance	\$	55.00	\$	60.00
	Adult Dance	\$	65.00	\$	70.00
	Adult Dance	\$	100.00	\$	105.00
	Special Interests	\$	5.00	\$	10.00
	Special Interests	\$	50.00	\$	55.00
	Special Interests	\$	100.00	\$	105.00
	Special Interests	\$	150.00	\$	155.00
	Special Interests	\$	200.00	\$	205.00
	Fitness	\$	15.00	\$	20.00
	Fitness	\$	25.00	\$	30.00
	Fitness	\$	95.00	\$	100.00
	Fitness	\$	115.00	\$	120.00
	Fitness	\$	120.00	\$	125.00
Karate					
	Shotokan Karate	\$	45.00	\$	50.00
	Shorin RYU	\$	60.00	\$	65.00
	<i>*Fees for leisure classes can vary based on instructor availability and any new contracts</i>				
Tours/Trips					
	Bus Trips NYC	\$	90.00	\$	100.00
	Bus Trips Philadelphia	\$	80.00	\$	90.00
	Bus Trips Ocean City	\$	67.00	\$	77.00
	Bus Trips TBD	\$	125.00	\$	135.00
	<i>*Fees can adjust based on bus contracts if gas or mileage rates change</i>				
Regional Park					
	Adult League Field Rental	\$	45.00	\$	50.00
	Tournament Field Rental	\$	200.00	\$	250.00
	Field Rental (Night Games - Adults)	\$	45.00	\$	65.00
	Field Rental (Night Games - Youth)	\$	35.00	\$	55.00
Chancellors Activity Center					
	Activity Room #2 (per hour)	\$	30.00	\$	40.00
	Loffler (per hour)	\$	100.00	\$	110.00
	Weisman (per hour)	\$	100.00	\$	110.00
	Senior Lounge (per hour)	\$	40.00	\$	50.00
	Kitchen	\$	275.00	\$	325.00
	Teen Lounge (per hour)	\$	40.00	\$	50.00
	Alcohol Fee	\$	100.00	\$	115.00
	Hall of Fame	\$	175.00	\$	200.00
Spray Park					
	Admission per person	\$	4.00	\$	5.00
	Season Passes	\$	25.00	\$	35.00
	Family Season Passes	\$	60.00	\$	75.00
	Rental Party - 1 hour - 50 people	\$	75.00	\$	90.00
	Rental Party - 2 hours - 50 people	\$	150.00	\$	175.00

All fees / charges are subject to change through-out the Fiscal Year.

* Current Rec. Park Fees - Approved change effective January 1, 2021

FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:		Current Year	
		January 1, 2021 - June 30, 2021	
		Res.	Non-Res.
Sports Programs continued			
Waterfront Parks Admissions			
*Admission per vehicle - Resident	\$	7.00	N/A
*Admission per vehicle - Non Resident		N/A	\$ 25.00
Season Passes One Park - Resident	\$	25.00	N/A
Season Passes One Park - Non-Resident		N/A	\$ 100.00
Season Pass Both - Resident	\$	30.00	N/A
Season Pass Both - Non Resident		N/A	\$ 130.00
Season Pass Three - Resident	\$	55.00	N/A
Season Pass Three - Non Resident		N/A	\$ 200.00
<i>*Myrtle Point, Elms Beach and Snow Hill are all now Waterfront Parks, with the same admission amounts for all 3.</i>			
Parks Support			
Player Fees	\$	6.00	\$ 6.00
Pavilion Rentals			
Pavilion Rental	\$	220.00	\$ 245.00
Pavilion Rental (Small)	\$	170.00	\$ 190.00
Alcohol Fee	\$	100.00	\$ 100.00
See Below: Park Reservation Fees-Non Profit			
Non Refundable Application Fee	\$	50.00	\$ 50.00
Reservation Fee (Includes trash collection station)	\$	750.00	\$ 750.00
Each additional hourly employee per hour	\$	20.00	\$ 20.00
Each Law Enforcement Deputy per hour	\$	75.00	\$ 75.00
Trash & Picnic Table on Site re-location	\$	100.00	\$ 100.00
See Below: Park Reservation Fees-Commercial			
Non Refundable Application Fee	\$	50.00	\$ 75.00
Reservation Fee (Includes trash collection station)	\$	800.00	\$ 895.00
Each additional hourly employee	\$	30.00	\$ 45.00
Each Law Enforcement Deputy per hour	\$	75.00	\$ 75.00
Trash & Picnic Table on Site re-location	\$	100.00	\$ 100.00
Athletic Field Lighting			
Field Lighting per hour (2 hr minimum)	\$	20.00	\$ 25.00

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* Current Rec. Park Fees - Approved change effective January 1, 2021

FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:	Res.	Non-Res.
Sports Programs continued		
Great Mills Pool		
Admission - Adult	\$ 7.00	\$ 9.00
Admission - Senior	\$ 5.00	\$ 7.00
Admission - Child	\$ 6.00	\$ 8.00
Admission - Last Hour	\$ 2.00	\$ 3.00
Admission - NonSwimmer	\$ 3.00	\$ 5.00
Swim Lessons	\$ 75.00	\$ 80.00
Aerobics Drop In	\$ 8.00	\$ 10.00
Aerobics Punch Pass - 6	\$ 52.00	\$ 57.00
Aerobics Punch Pass - 12	\$ 90.00	\$ 95.00
Aerobics Punch Pass - 18	\$ 125.00	\$ 130.00
Pass: HH Annual	\$ 425.00	\$ 450.00
Pass: HH 6 month	\$ 255.00	\$ 280.00
Pass: HH Winter Weekend	\$ 235.00	\$ 260.00
Pass: HH Winter Weekday	\$ 285.00	\$ 310.00
Pass: HH Summer Weekend	\$ 185.00	\$ 210.00
Pass: HH Summer Weekday	\$ 235.00	\$ 260.00
Pass: Annual Adult	\$ 325.00	\$ 350.00
Pass: 6 month Adult	\$ 260.00	\$ 285.00
Pass: Lap Punch	\$ 80.00	\$ 105.00
Pass: Annual Senior	\$ 225.00	\$ 250.00
Pass: 6 month Senior	\$ 140.00	\$ 165.00
Pass: Senior Punch	\$ 95.00	\$ 120.00
Rental: GMAC lane rental/hour	\$ 11.00	N/A
Rental Reservation Fee	\$ 60.00	\$ 75.00
Rental: Party small	\$ 250.00	\$ 265.00
Rental: Party large	\$ 320.00	\$ 335.00
Team: Tritons Meets	\$ 275.00	N/A
Team: Tritons Practices	\$ 11.00	N/A
Carver Recreation Center		
Gym Rent 0 - 50 people	\$ 70.00	\$ 85.00
Gym Rent 51- 100 people	\$ 80.00	\$ 95.00
Gym Rent 101 - 200 people	\$ 90.00	\$ 115.00
Gym Rent 201 - 300 people	\$ 150.00	\$ 175.00
Room Rent 30 people or less	\$ 30.00	\$ 45.00
Stage Rent	\$ 10.00	\$ 25.00
Tables and Chairs	\$ 25.00	\$ 40.00
Hollywood Recreation Center		
Gym Rent 0 - 50 people	\$ 40.00	\$ 55.00
Gym Rent 51- 100 people	\$ 50.00	\$ 65.00
Room Rent	\$ 30.00	\$ 45.00
Tables and Chairs	\$ 25.00	\$ 40.00
Leonard Hall Recreation Center		
Gym Rent - UNDER 50	\$ 70.00	\$ 85.00
Gym Rent - 51 -100	\$ 90.00	\$ 105.00
Margaret Brent Recreation Center		
Gym Rental for 24 - under	\$ 50.00	\$ 65.00
Gym Rental for 25 - up	\$ 70.00	\$ 85.00

All fees / charges are subject to change through-out the Fiscal Year.

* Current Rec. Park Fees - Approved change effective January 1, 2021

FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:			
Sports Programs continued		Res.	Non-Res.
Leonard Hall Recreation Center (Programs)			
	Hockey 6- 7 - Youth	\$ 90.00	\$ 95.00
	Soccer - Youth	\$ 55.00	\$ 60.00
	Soccer with shirts - Team	\$ 550.00	\$ 650.00
	Soccer without shirts - Team	\$ 500.00	\$ 600.00
	Field Hockey - Individual	\$ 55.00	\$ 60.00
	Lacrosse - Team	\$ 625.00	\$ 725.00
	Soccer without shirts - Fall Team	\$ 500.00	\$ 600.00
	Soccer with shirts - Fall Team	\$ 550.00	\$ 650.00
	Adult Soccer - Fall	\$ 90.00	\$ 95.00
	Soccer without shirts - Spring	\$ 500.00	\$ 600.00
	Soccer with shirts - Spring	\$ 550.00	\$ 650.00
	Indoor - Summer	\$ 400.00	\$ 450.00
	MULTISPORT CAMP	\$ 120.00	\$ 125.00
Margaret Brent Recreation Center (Programs)			
	Hockey 6- 7 - Youth	\$ 5.00	\$ 10.00
Youth Basketball			
	YOUTH BASKET BALL - Rec League	\$ 100.00	\$ 105.00
	BIDDY BASKETBALL - 6-7 years	\$ 65.00	\$ 70.00
	BASKETBALL 9-10th Grade	\$ 100.00	\$ 105.00
Youth Tennis			
	SUMMER YOUTH TENNIS	\$ 100.00	\$ 105.00
	YOUTH TENNIS	\$ 85.00	\$ 90.00
	TENNIS CAMP	\$ 105.00	\$ 110.00
Select Basketball			
	Select Basketball	\$ 120.00	\$ 125.00
Adult Kickball			
	Adult Kickball	\$ 200.00	\$ 250.00
Track & Field			
	Track & Field - Summer	\$ 45.00	\$ 50.00
	Cross Country	\$ 30.00	\$ 35.00
Men's Basketball			
	MENS BASKETBALL - Adult	\$ 1,000.00	\$ 1,100.00
	MENS BASKETBALL - Over 35	\$ 1,000.00	\$ 1,100.00
Women's Basketball			
	Team League	\$ 1,000.00	\$ 1,100.00
Adult Volleyball			
	ADULT VOLLEYBALL (with refs)	\$ 500.00	\$ 600.00
	ADULT VOLLEYBALL (without refs)	\$ 400.00	\$ 500.00

All fees / charges are subject to change through-out the Fiscal Year.

* Current Rec. Park Fees - Approved change effective January 1, 2021

FY2021 FEES AND CHARGES

Current Year
January 1, 2021 - June 30, 2021

RECREATION & PARKS ENTERPRISE FUNDS continued:			Res.		Non-Res.
Sports Programs continued					
Sports Camps					
	BASEBALL CAMP	\$	110.00	\$	115.00
	BASEBALL HITTING CAMP	\$	70.00	\$	75.00
	BASKETBALL CAMP - League	\$	100.00	\$	105.00
	BASKETBALL CAMP	\$	80.00	\$	85.00
	BIDDY BASKETBALL CAMP	\$	50.00	\$	55.00
	FIELD HOCKEY CAMP	\$	120.00	\$	125.00
	SOCCER CAMP - 5-7 years	\$	135.00	\$	140.00
	SOCCER CAMP - 11-18 years	\$	135.00	\$	140.00
	SOFTBALL CAMP	\$	80.00	\$	85.00
	VOLLEYBALL CAMP	\$	80.00	\$	85.00
	LACROSSE CAMP	\$	160.00	\$	165.00
	BOY LACROSSE CAMP	\$	175.00	\$	180.00
Youth Sports Clinics					
	Clinics	\$	30.00	\$	35.00
Coaches Clinics					
	Clinics	\$	5.00	\$	10.00
Middle School Cheerleading					
	Spirit Team	\$	85.00	\$	90.00
	Cheerleading	\$	165.00	\$	170.00

<p>St. Mary's County offers numerous opportunities for recreational activities at a variety of Park locations See St. Mary's County Recreation and Parks (Seasonal Guide published 4 times each year) located on the St. Mary's County Website under Recreation & Parks for Activities and Programs</p>

GLOSSARY

Accounting System	The total structure of records and procedures which are used to record, classify, and report information on the financial position and operations of a governmental unit.
Accrual Basis of Accounting	The method of accounting under which revenues are recorded when earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).
Amortization	The action or process of gradually writing off the initial cost of an asset.
Appropriation	An authorization granted by a legislative body to incur obligations and make expenditures for specific purposes within a specific time frame.
Appropriation Ordinance	The official enactment by the Board of County Commissioners establishing the legal authority for officials to obligate and expend resources.
Appropriation Phase	Different distinct stages of a capital improvements project requiring commitment of funds, usually over multiple fiscal years (i.e., land acquisition, architect/engineering, construction, inspection, utilities, equipment).
Assessable Tax Base	The total valuation placed upon real and personal property, less certain exemptions, by the State Department of Assessments and Taxation for the purposes of levying property taxes. The Board of County Commissioners determines the tax rate to be applied against the tax base to generate tax revenues to support the annual budget.
Assessed Valuation	The valuation established for individual real estate or other property by the State for purposes of taxation.
Audit	An official inspection of an individual's or organization's accounts, typically by an independent body.
Authorized Position	Employee positions authorized in the annual budget by the Board of County Commissioners. Position status will vary depending upon factors such as full or part-time status, merit system or contract position, etc.
Balanced Budget	A situation in financial planning or the budgeting process, particularly that of a government, where total revenues are equal to total expenses.
Bond Rating	Evaluation of the credit quality of bonds usually made by independent rating services. Ratings generally measure the probability of the timely repayment of principal and interest on municipal bonds. Before a bond issuance, rating agencies may require information on demographics, debt burden, economic base, finances and management structure. The information is evaluated and the bond issue is assigned a letter rating which reflects the creditworthiness of the bonds.
Bonds	A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date, together with periodic interest at a specified rate. Bonds are primarily used to finance capital projects.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

GLOSSARY

Budget Calendar	The schedule of key dates which St. Mary's County follows in the preparation and adoption of the budget.
Budget Document	The document prepared by the Department of Finance to present the comprehensive financial program of the Board of County Commissioners. Included in the document are the Commissioner's budget message, the planned expenditures, estimated revenues, program and project descriptions, budget highlights, performance and workload indicators, various supporting schedules and other supplemental information. The County's long-term capital improvements program is also incorporated in the document.
Budget Message	A general discussion of the budget by the Board of County Commissioners which contains an overview of the approved budget, explains some of the principal budget issues and major items funded, and describes how the budget is financed.
Capital Budget	A plan of capital expenditures and the means of financing them usually based on the first year of the capital improvement program; represents the appropriation of bonds or operating revenue for improvements to facilities and other infrastructure.
Capital Improvements Program	A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures. Annually the Board of County Commissioners adopts a capital budget and five-year capital program.
Capital Improvements Fund	A fund created to account for all capital project expenditures and revenues.
Capital Project	Major construction, acquisition or renovation activities which add value to a government's physical assets or significantly increases useful life.
Cost-of-Living Adjustment	(COLA) An increase in salaries to offset the impact of inflation on compensation.
Debt Limit	The maximum amount of gross or net debt which is legally permitted. The St. Mary's County Code requires that the aggregate amount of bonds outstanding at any one time may not exceed two percent of the assessable property tax base of the County.
Debt Service	The required principal and interest payments due on debt issued by the County for financing long-term capital improvements according to a predetermined payment schedule.
Deficit	The excess of liabilities over assets or the excess of expenditures over revenues during a single accounting period.
Department	A basic organizational unit of a government which is functionally unique in its delivery of services.
Depreciation	A reduction in the value of an asset with the passage of time, due in particular to wear and tear.
Energy Tax	A local tax imposed on the sale of electricity, natural gas, liquefied petroleum gas, and fuel oil used or to be used in the County.

GLOSSARY

Encumbrances	A commitment of funds against an appropriation which may be in the form of a purchase order or contract. The encumbrance reserves the appropriated funds for a future expenditure. The total of expenditures and encumbrances for a department in a given fiscal year may not exceed its total appropriation.
Enterprise Fund	A fund established to account for operations that are financed and operated in a manner similar to business enterprises and where operations are entirely or predominantly self-supporting by user charges. Examples in St. Mary's County are two Recreation and Parks funds – one for various county-wide recreation programs and the other for operations of the County's public golf course.
Expenditures	The payment for goods delivered or services rendered and which decreases net financial resources.
Fire Tax	A separate ad valorem tax based upon property value which is used as a source of funding for the volunteer fire services in St. Mary's County. The tax is assessed per \$100 of assessed valuation and a separate tax rate is set for each election district.
Fiscal Year	A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. St. Mary's County's fiscal year begins on July 1 and ends on June 30 of the following year.
Fixed Assets	Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.
Full-time Equivalent	Is the unit that indicates the workload of an employed person in a way that makes workloads comparable across various contexts.
Fund	An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.
Fund Balance	The excess of the assets of a fund over its liabilities and reserves. A negative fund balance is sometimes called a deficit.
General Fund	The general operating fund that is used to account for all transactions of a governmental unit which are not accounted for in another fund. Generally, the governmental accounting fund that accounts for the ordinary operations of a governmental unit which are financed from taxes and other general revenues.
General Fund Transfer	In St. Mary's County this refers to the transfer of general fund current revenues from the operating budget to the capital budget to finance certain capital projects in lieu of borrowing funds. Utilizing current revenues instead of long-term financing is often referred to as "pay go".
General Obligation Bonds	Bonds that are secured by the full faith and credit of the issuing body and generally are considered to be payable from taxes and other general revenues.
Governmental Fund	Is a grouping used in accounting for tax-supported activities completed by the government.
Grade/Step	Refers to the placement on the St. Mary's County salary schedule and depends on the position classification and the individual employee status and longevity.

GLOSSARY

Grant	A contribution of assets by one governmental unit or entity to another unit. Typically, these contributions are made to local governments from the state and federal governments and are usually made to aid in the support of a specified function, but may also be for general purposes.
Homestead Tax Credit	A State property tax credit program that limits the increase in residential taxable assessments each year to a fixed percentage. Each county is required to limit taxable assessment increases to 10% or less.
Impact Fees	One-time charges assessed against new development that attempt to recover from the developer the capital cost of the additional public facilities needed to serve that development.
Income Tax	Until tax year 1999, the local rate was expressed as a percentage of the State personal income tax liability. Effective with tax year 1999, the ratio is expressed as a percentage of taxable income.
Investment	Securities purchased and held for the production of income in the form of interest and dividends. An investment instrument is the specific type of security which a government purchases and holds.
Modified Accrual	The basis of accounting under which expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). In St. Mary's County, the modified accrual basis of accounting is used by all governmental fund types which include the general fund.
Non-County Agencies	Those public entities, non-profit private entities, and private entity agents of County government which may receive some funding from the County government in support of their efforts but where no legal funding requirement exists.
Object of Expenditure	Expenditure classifications based upon the types of categories of goods and services purchased. In St. Mary's County government, this includes personal services, operating supplies, professional services, communications, transportation, utilities, repairs and maintenance, operating expenses, rentals, insurance, miscellaneous, and equipment and furniture. These objects of expenditures are delineated in more detail in the accounting system according to account elements.
Operating Budget	The annual budget which supports the day-to-day operations of the County government. Most of the expenditures occur in the general fund, but there are also some operational costs funded through enterprise and special revenue funds.
Operating Expenditures	The costs of day-to-day operations such as personnel, materials, and equipment required for a department to function.
Performance/Workload Indicator	Specific quantitative and qualitative measures of work performed or to be accomplished within an activity or program (e.g., total number of permits processed). Also, a specific quantitative measure of results obtained through an activity or program (e.g., percentage of library materials available within seven days of the request at a specific branch library).

GLOSSARY

Personal Services	Expenditures related to compensating employees, including salaries, wages, and fringe benefit costs.
Property Tax	Tax on the value of real and personal property and is levied almost exclusively by local governments. In Maryland, the State Department of Assessments and Taxation is responsible for the valuation and assessment of all property in the State. The local government is responsible for setting the tax rate to be applied to the property assessments to generate revenues in support of the local budget. The property tax is the major revenue source in Maryland county governments and is collected by the Treasurer.
Proprietary Fund	Is a grouping used in accounting which accounts for business-like activities conducted by the government.
Reserve	A portion of a fund's assets that is restricted for a specific purpose and not available for appropriation or expenditure.
Revenue	Funds that a government receives as income and represents an increase in net financial resources. These receipts may include tax payments, interest earnings, service charges, fees, grants, intergovernmental payments, and other miscellaneous sources.
Special Assessment Fund	A fund to account for the provision and financing of certain public improvements which primarily benefit particular taxpayers against whose properties special assessments are levied (e.g., shore erosion control districts). The special assessments fund the repayment of costs increased for the capital improvements, including debt service.
Special Revenue Fund	A fund used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government.
State Agencies/Independent Boards	Certain organizational entities are either State agencies or legally independent Boards and not directly responsible to the Board of County Commissioners. However, the County is responsible for providing partial or full funding support. Examples include the Supervisors of Elections and the Board of Education.
Transfer Tax	A tax imposed on instruments transferring title to real property. Transfer tax revenues in St. Mary's County are a dedicated source of revenue for the capital budget.
User Charges	The payment of a fee for direct receipt of a public service by the party who benefits from the service.