

FISCAL YEAR 2022

**COMMISSIONERS OF ST. MARY'S COUNTY
APPROVED BUDGET BOOK**



ST. MARY'S COUNTY, MARYLAND

APPROVED REVENUES AND APPROPRIATIONS
OPERATING AND CAPITAL BUDGETS

FISCAL YEAR 2022

COMMISSIONERS OF ST. MARY'S COUNTY



Standing: Eric Colvin, John E. O'Connor, Michael L. Hewitt
Seated: Todd B. Morgan, James R. Guy, President

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St. Mary's County Government

Dr. Rebecca Bolton Bridgett
County Administrator

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GOVERNMENT
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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, 2020

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.

MISSION STATEMENT

COMMISSIONERS OF ST. MARY'S COUNTY

The Commissioners of St. Mary's County will be:

Responsible and Accountable to the County's Citizens

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



Provide Effective and Efficient Services

- Robust Capital Improvement
- Infrastructure Investments
- Eliminate Unnecessary Obstacles
- Enhance Partnerships
- Use Data Driven Priorities
- Identify Technological Opportunities
- Inspire Competent Human Resource Capabilities



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
- Maximize Citizen Contributions



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 Assets
- Lead Conservation Efforts
- Promote our Heritage

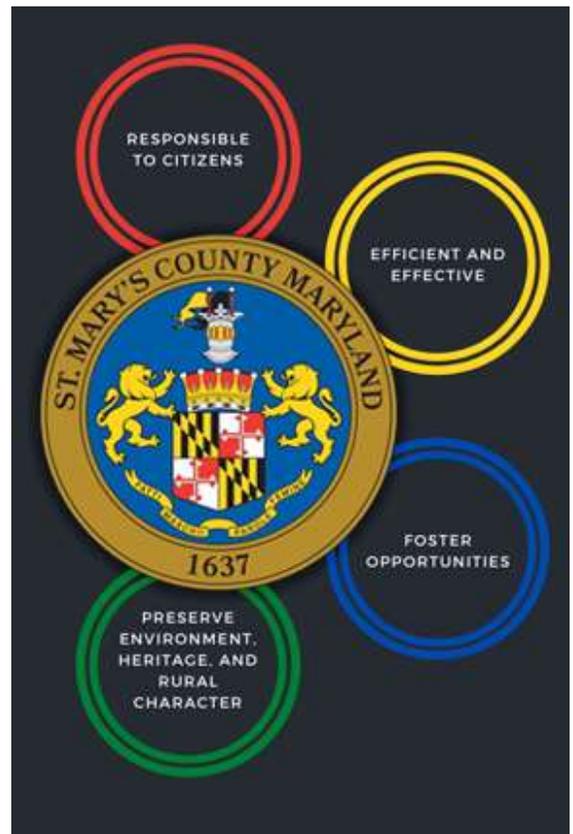


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ST. MARY'S COUNTY

APPROVED OPERATING AND CAPITAL BUDGETS

FOR FISCAL YEAR 2021-2022

The Approved Budget for St. Mary's County for Fiscal Year beginning July 1, 2021 and ending June 30, 2022, as represented by the detailed and fully itemized statement contained within the "Approved Budget Document", is this date, May 25, 2021 approved by the Commissioners of St. Mary's County.

THIS DATE:

May 25, 2021

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



James R. Guy
James R. Guy, President

-NO-
Eric Colvin, Commissioner

Michael L. Hewitt
Michael L. Hewitt, Commissioner

Todd B. Morgan
Todd B. Morgan, Commissioner

-NO-
John E. O'Connor, Commissioner

ATTEST:

Rebecca Bolton Bridgett
Dr. Rebecca Bolton Bridgett
County Administrator

Jeannett Cudmore
L. Jeannett Cudmore
Chief Financial Officer

FY2022 APPROVED BUDGET MESSAGE

TO THE CITIZENS OF ST. MARY'S COUNTY:

The Commissioners of St. Mary's County approved this FY2022 Approved Budget on May 25, 2021. It is based on recurring revenues of \$277,779,062 and the use of fund balance of \$10,885,478 combined increase of \$35,452,817 or 14% compared to the FY2021. Recurring expenses are limited to recurring revenues. Allocation to the Board of Education increases their recurring funding by \$4,997,569. Funding for the Sheriff's Office is increased by \$7.1 million over the FY2021 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, Regional Meat Processing (RAC), Snow Hill Park, and \$18.4 million in public school projects - for a total of \$57.9 million.

REVENUE RATES

The County's Property tax rate remains the same as the prior year at .8478 which is .0188 higher than the Constant Yield Tax (CYT) rate of \$.8290. Assessments from the State grew by 3.4% compared to final assessments for FY2021, reflecting a modest growth. The Property Tax Revenue increase is approximately \$4.2 million or 3.7%, over the FY2021 Approved Budget. The senior tax credit programs collectively reduce property taxes by an estimated \$975,000.

The County's Income tax rate was reduced to 3.10% as of January 1, 2022. Revenue is expected to increase \$12.7 million over the FY2021 Approved Budget bringing total to \$120,750,966. The income tax revenue for FY2022 reflects an assumed growth of 4% in taxable income, based on the average 6-year growth of 5.5% in tax years 2014 – 2019, we remain conservative based on the information received from the State. 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 \$16.7 million over FY2021. From total budget perspective revenue growth, excluding the rate change 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 FY2026. Growth in operating revenue is projected to cover the operating impacts of completed capital improvement projects – needing approximately \$1.9 million in future years, to include an additional 12 positions for the new Animal Shelter in FY2023.

ALLOCATIONS REFLECT COMMUNITY PRIORITIES

The County's recurring funding for the Sheriff's Office increased by 12.9% for non-grant activities. Funding increase primarily reflects the addition of 36 positions and promotional ranks. The ADC project had construction funding starting in FY2020, for a total project cost of \$29.6 million. Project includes \$13.6 million of State funding.

We increased the Board of Education recurring funding by 4.6%, which brings total county funding to \$114,540,490; State-mandated maintenance of effort requires \$109,542,921. Funding for the BOE represents over 44% of the County's non-grant and recurring revenue. When combined with State and other funding, the Board of Education unrestricted operating is \$237,508,974, 2.8% increase over FY2021 Approved Budget.

Recurring funding for County department-based activities and programs, excluding grants, increased by \$5.1 million, 11.1%. Funding for County employees includes the last year of the three-year phase-in of compensation study, with a merit and 1.4% COLA. Fee related changes are included for Aging and Human Services – Senior Centers and Recreation and Parks Activity Fund.

New Special Revenue fund was added for Emergency Billing Support – with 22 full time positions funded and contract services to provide flexibility in transition services to paid rescue. These positions and funding will supplement the current volunteers to provide timely rescue services to the County. New fees are being added for Transport and Medicare Transport. Recurring revenue from the Emergency Services Support Tax is supporting this fund.

MAINTAINING ADEQUATE RESERVES

The June 30, 2020, audit reflects an unassigned general fund balance of \$33.4 million. The ratio of County reserves to Revenue percentage is 20%. This budget includes the use of \$10.8 million of unassigned general fund balance for 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 \$3.9 million; this reflects payment to current retirees. The County Net OPEB Liability on June 30, 2020, was \$6.1 million, funded at 93.53%. Debt Service has an increase of \$2,378,361 for the additional principal and interest expenditures for the planned \$30 million sale in FY2021.

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 1.70% to 2.14%. The Debt Service expense to Operating Revenues ratio ranges from 4.68% to 5.85%. We are well within Debt Affordability on both ratios.

POSITIONING COUNTY SERVICES FOR STABILITY

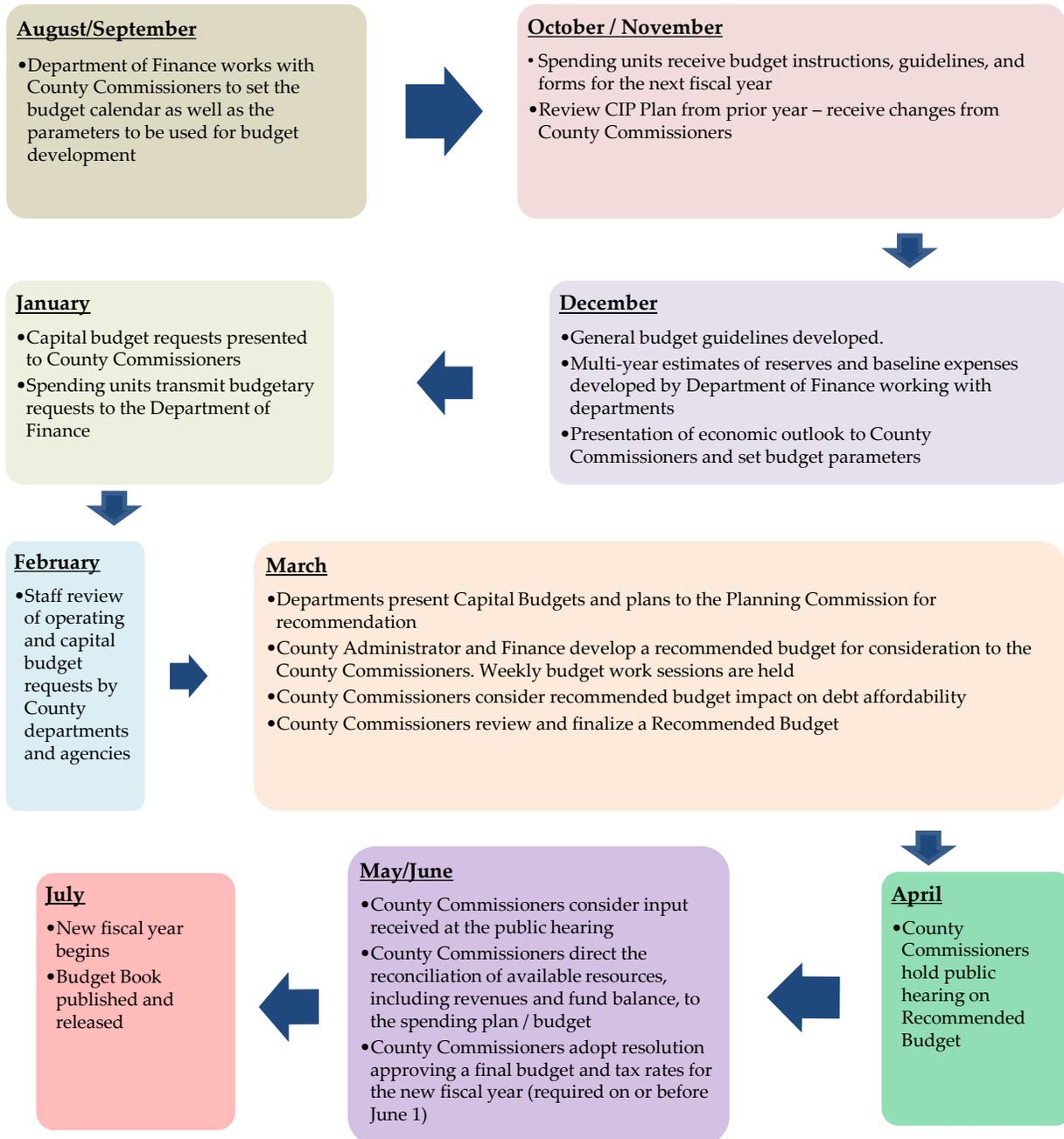
This Approved Budget is our proposed fiscal plan for FY2022. We review each budget request carefully and apply resources based on the needs and priorities of this community. It is challenging to strike a good balance between available resources and sustainable spending. We continue to navigate through the increased non-recurring grants received in FY2021 and upcoming grants in FY2022 from the Federal and State offering relief to the County, local businesses, and to our citizens related to the COVID-19 pandemic. We remain optimistic with the lifting of the State and Local State of Emergency in FY2022 that services and businesses continue to open for the County and its citizens.

A stable financial position does not 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 FY2020 expenditures, the approved FY2021, and the requested and approved FY2022 budgets. It also includes a description of the spending unit's programs and responsibilities, and highlights of the budget for FY2022. 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 FY2023 – FY2026. 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 FY2022 Capital Budget and Five-Year Capital Program (FY2023 to FY2027). 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 2022 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






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.

FISCAL YEAR 2022 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p>Operating Budget The Description is followed by the goals set by the department and objectives used to achieve their goals.</p>
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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.

GOALS

- Be responsible and accountable to the County’s citizens.
- Provide effective and efficient services.
- Foster opportunities for future generations.
- Preserve the County’s environment, heritage, and rural character.

OBJECTIVES

- Provide timely and accurate information to citizens while adhering to rigorous ethical and professional standards. The County Administrators Office will serve as a conduit for information by ensuring that public meetings and documents are accessible and distributed according to all applicable laws, regulations, and codes.
- Anticipate and respond to the needs of St. Mary’s County in such a way that all citizens have access to county government services and agencies. County switchboards are maintained in the County Administrators Office, and calls are answered promptly. The St. Mary’s County web portal provides a direct link for community members to submit inquiries directly to departments. County policy is that phone messages and queries receive and initial response within 24 business hours.

FISCAL YEAR 2022 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p>Operating Budget The budget page shows actual and estimated expenditures over a three-year period, and major highlights of the new budget including staffing.</p>
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COUNTY COMMISSIONERS / ADMINISTRATOR

OBJECTIVES (continued)

- Provide sustainable economic opportunities that will ensure the continued growth of jobs, business opportunities, and fiscal security for the entire county. St. Mary’s County Government is committed to developing growth opportunities for future generations by building new facilities, thereby creating new jobs to ensure our intellectual trust remains here. We will continue supporting our agricultural heritage with robust farmer’s markets and protecting our coastline and waterways.
- The county will carefully and thoughtfully assess growth patterns and development, particularly in the protected areas of our woodlands and waterways. As buildings and projects are proposed, the county will remain steadfast in determining development progression by adhering to protective programs that keep growth and preservation in equal balance. County boards, committees, and commissioners will be key partners in the decision-making process.

OPERATING BUDGET

County Commissioners / County Administrator	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Legislative/County Commissioners	\$452,173	\$478,609	\$478,609	\$485,181
County Administrator	389,296	432,473	432,473	420,045
Public Information	346,535	280,974	280,974	291,918
Total Department	\$1,188,004	\$1,192,056	\$1,192,056	\$1,197,144

HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,197,144 an increase of \$5,088 or 0.4%. It includes the county employee compensation changes mentioned in the budget highlights.

STAFFING

County Commissioners / County Administrator	FY2021 Adjusted	FY2022 Request	FY2022 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

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 →

↑

↑

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 2022 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p>Operating Budget The quantitative indicators of workload and performance are also presented below. The amount of pages for departments or spending unit will vary.</p>
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Specific quantitative measures of work to be performed or accomplished or results obtained →

COUNTY COMMISSIONERS / ADMINISTRATOR			
PERFORMANCE MEASURES			
Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Board of Health Meetings	6	22	14
Boards, Committees and Commissions	38	38	38
County Administrator Business Items Approved	250	231	240
CSMC Budget Work Sessions	9	9	9
CSMC Business Meetings	38	39	39
CSMC Emails Processed	1453	1561	1600
CSMC Executive Sessions	44	40	42
CSMC Public Forums	3	4	4
CSMC Public Hearings	14	18	20
Events Attended by CSMC	229	300	300
Incoming USPS Mail Processed	944	1300	1300
Managers meetings	7	9	10
MetCom Joint Meetings with CSMC	2	2	2
Minutes Prepared for Meetings	38	39	39
NAS/PAX River Joint Meetings with CSMC	2	1	2
News Releases Issued	328	350	350
OPEB Meetings	4	6	4
Phone Calls from Citizens	20,224	25,000	25,000
Proclamations and Commendations Issued	485	500	500
Resolutions and Ordinances Passed by CSMC	61	50	51
Sheriff's Retirement Board Meetings	8	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.	9	8	8
Tri-County Council Full Council Meetings	3	6	4
Video-tape Productions (in-house meetings, off-site shoots, special projects)	221	225	225
Written Responses to Citizens from CSMC	258	309	300
XMT – Executive Management Meetings	29	45	30

FISCAL YEAR 2022 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>
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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 →

Capital Improvement Program
FY22 - FY27

Project Title Airport Improvements	Project Number PF-1809	Classification Public Facilities
<p>Project Description</p> <p>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. State of Maryland will only match for construction costs; design and construction management will not be funded by the State until further notice. FY2022 funding includes an Airport Master Plan revision, obstruction removal for recently acquired easement areas, construction of the new County hangar and the new hangar access road. The prior request for federal funding to overlay the existing runway is being pursued again in FY2022.</p>		
<p>Discussion of Operating Budget Impact</p> <p>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.</p>		<p>Compliance With Comprehensive Plan Section 11.4.4.A.i Continue to support the expansion of the airport. P. 11-7</p>

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT / ENGINEERING	1,174,560	774,560		400,000					
PLANNING / SURVEY/ PLATS	500,000	100,000	400,000						
CONST. MGMT & INSPECTIONS	575,000	295,000	280,000						
OBSTRUCTION REMOVAL	1,000,000		500,000	500,000					
CONSTRUCTION - AIRFIELD	22,462,062	15,962,062	3,500,000		3,000,000				
CONSTRUCTION - HANGARS / BLDGS	9,190,000	500,000	690,000			5,000,000	3,000,000		
CONSTRUCTION - ROADS	3,000,000	250,000	2,750,000						
CONSTRUCTION - APRON & RAMP	6,195,959	462,626		5,733,333					
CONSTRUCTION - UTILITY & SITE	390,870	65,870	250,000	75,000					
MAINTENANCE & REPAIR	1,090,000	575,000	15,000	500,000					
ACCESS & SECURITY	680,000		680,000						
TOTAL COSTS	46,258,451	18,985,118	8,385,000	7,888,333	3,000,000	5,000,000	3,000,000		

Funding Schedule	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
BONDS	5,156,270	1,471,770	3,134,500		150,000	250,000	150,000		
TRANSFER TAXES	3,429,418	1,521,751	915,500	992,167					
IMPACT FEES									
PAY-GO	681,527	681,527							
STATE FUNDS	1,475,879	586,713	25,000	314,166	150,000	250,000	150,000		
FEDERAL FUNDS	35,515,357	14,723,357	4,310,000	6,582,000	2,700,000	4,500,000	2,700,000		
TOTAL FUNDS	46,258,451	18,985,118	8,385,000	7,888,333	3,000,000	5,000,000	3,000,000		

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES			9,000			
UTILITIES			16,000			
TOTAL COSTS			25,000			

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 six individual governmental funds: general, capital projects, special assessments, miscellaneous revolving fund, emergency support and emergency services billing.

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.

Emergency Services Billing - Established in 2021 with initial revenue from CARES funding. Beginning in FY2022, the County will begin soft billing for medical transport services. The funding supports the transition from an all-volunteer staffing to a combination of volunteers and paid EMT's and paramedics.

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.

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 childcare 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.

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).

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*

FY2022 APPROVED BUDGET SUMMARY

FUND DESCRIPTION	FY2020 ACTUAL	FY2021 APPROVED	FY2022 REQUESTED	FY2022 APPROVED
<u>General Fund</u>	\$ 247,658,359	\$ 253,211,723	\$ 272,562,753	\$ 288,664,540
<u>Enterprise Funds</u>				
Recreation and Parks Activity Fund	2,281,164	4,042,587	4,201,372	4,239,311
Wicomico Shores Golf Fund	1,225,442	1,493,979	1,497,504	1,459,638
Solid Waste & Recycling	4,739,193	5,375,993	5,304,910	6,566,169
<u>Special Revenue Funds</u>				
Miscellaneous Revolving Fund	539,961	620,379	619,179	621,957
Special Assessments Fund	42,369	48,694	48,694	48,694
Emergency Services Support Fund	3,851,089	3,932,121	3,981,899	7,188,225
Emergency Services Billing Fund	-0-	-0-	-0-	3,034,656
<u>Other Operating Funds-Independent Board</u> <i>(Non-Appropriated State, Federal, Miscellaneous Funds)</i>				
Board of Education-General Operating	120,280,838	121,527,685	115,474,494	122,968,484
Board of Education - Restricted Fund	19,919,080	34,525,725	47,443,926	79,148,507
Board of Education - Revolving Fund	6,522,448	8,020,132	8,159,721	8,159,721
Board of Library Trustees	1,031,160	997,194	999,410	973,458
College of Southern Maryland	<u>56,377,119</u>	<u>56,037,546</u>	<u>55,952,530</u>	<u>56,356,518</u>
<u>Total Operating Funds</u>	\$464,468,222	\$489,833,758	\$516,246,392	\$579,429,878
<u>Capital Projects Fund</u>	\$81,700,793	\$83,769,625	\$79,164,853	\$57,900,285

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 2022 TOTAL OPERATING BUDGET - BY FUND

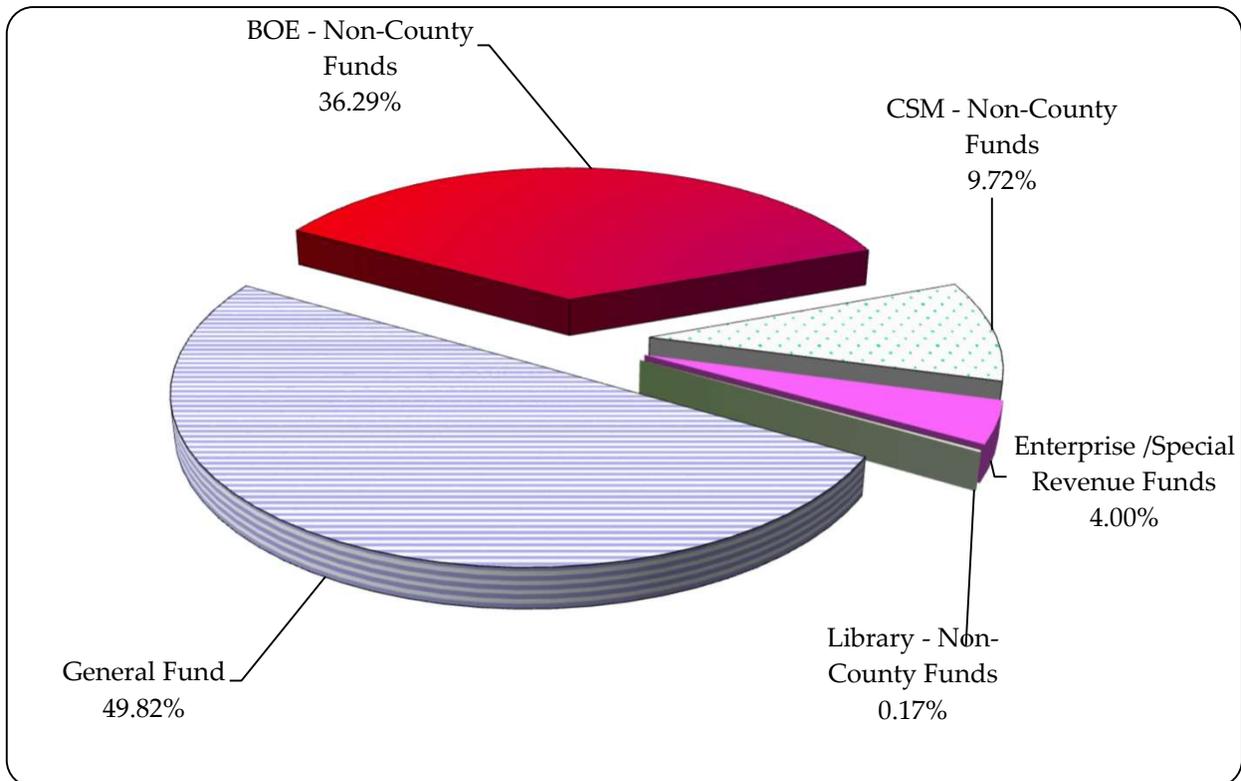
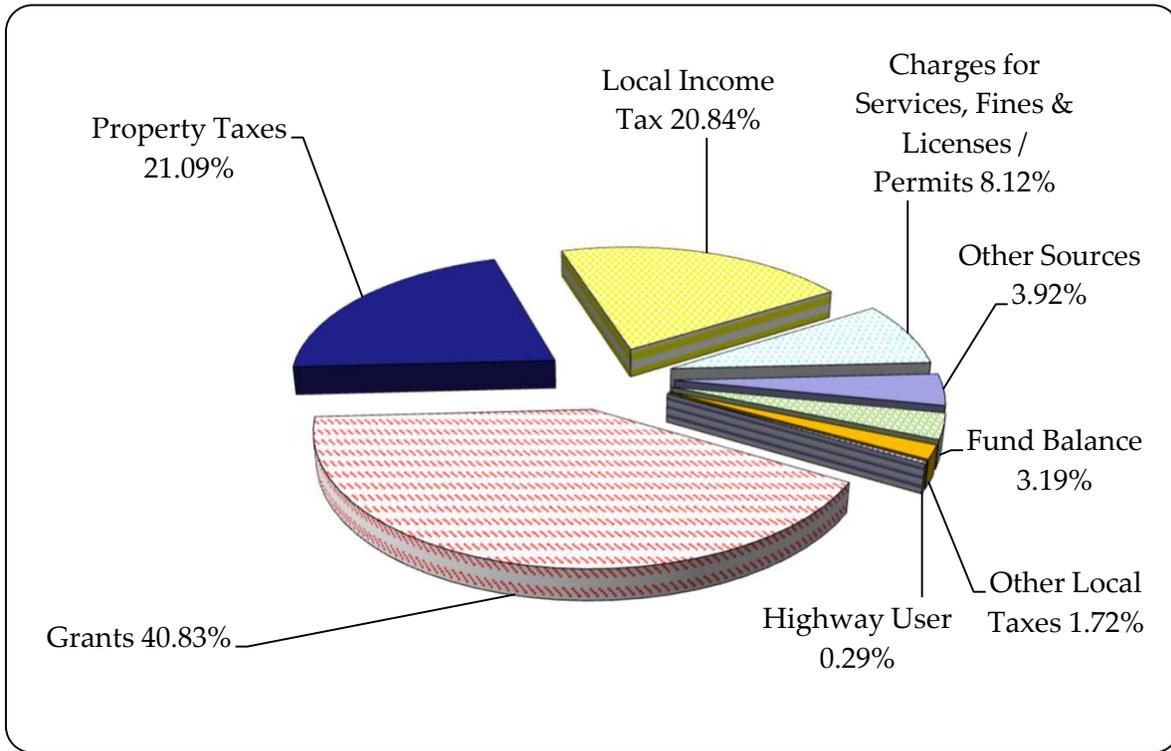


Chart shows the Percentages of the FY2022 Operating Budget - by Fund Categories

General Fund	\$288,664,540
Bd. of Education - Non-County Funds	210,276,712
CSM – Non-County Funds	56,356,518
Enterprise / Special Revenue Funds	23,158,650
Library - Non-County Funds	<u>973,458</u>
Total – All Funds	<u>\$579,429,878</u>

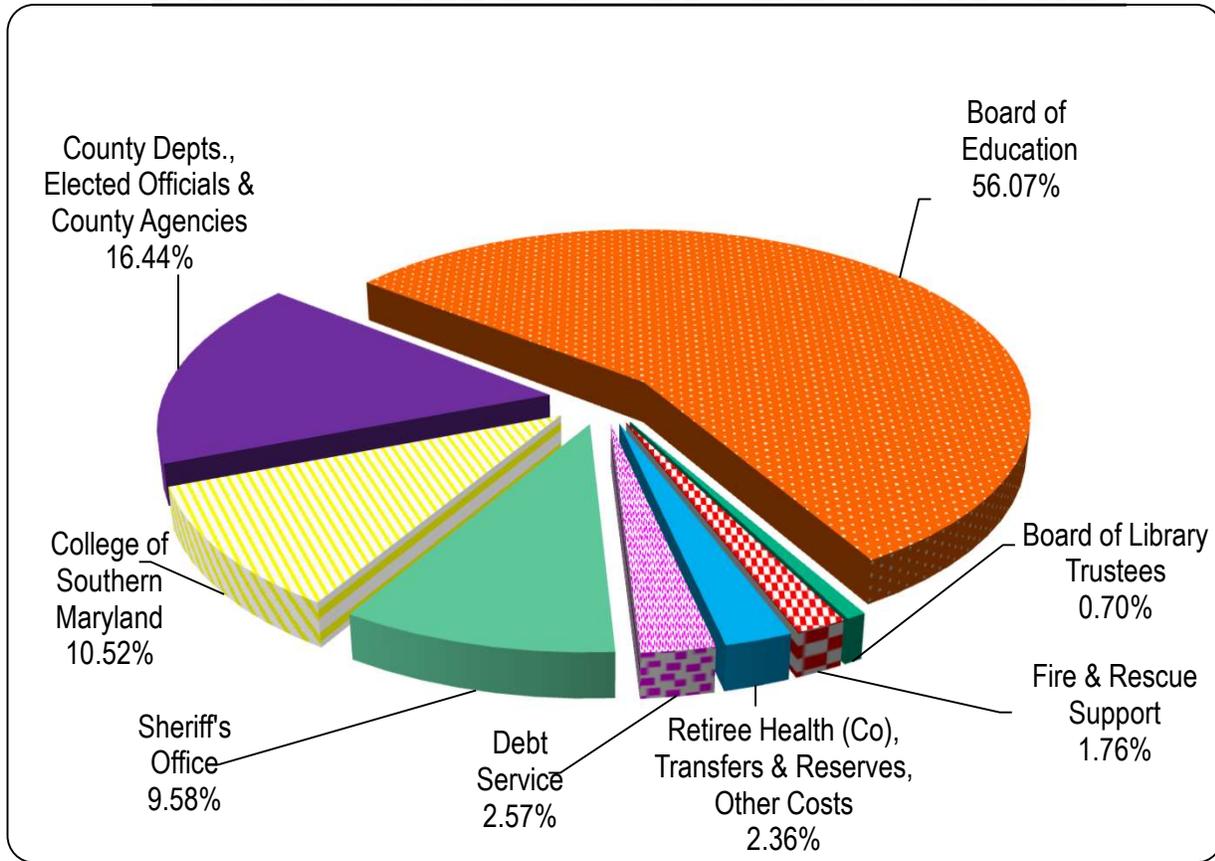
FY2022 TOTAL BUDGET - REVENUES



Projection of Revenue Sources that make up the FY2022 Budget Total of \$579,429,878 – by Percentages

State / Federal Grants	\$236,565,824
Property Taxes	122,176,399
Local Income Tax	120,750,966
Charges for Services / Licenses / Fines	47,021,229
Other Sources	22,796,509
Other Local Taxes	9,948,694
Highway User Revenues	<u>1,682,717</u>
Sub-Total	\$560,942,338
Appropriation of Fund Balance	<u>18,487,540</u>
\$10,885,478 – County	
\$7,569,062 – Board of Ed	
\$33,000 – Library	
Total Budget – Revenues	<u>\$579,429,878</u>

FY2022 TOTAL BUDGET - EXPENDITURES



**County Expenditures for FY2022 Total of \$579,429,878 –
Percentages by Entity/Category**

Board of Education	\$324,817,202
County Departments, Other Elected Officials & Co. Agencies	95,291,479
College of Southern Maryland	60,963,474
Sheriff's Office	55,504,302
Debt Service	14,918,169
Fire & Rescue Support	10,222,881
Transfers & Reserves	8,166,193
Board of Library Trustees	4,051,717
Retiree Health (County)	3,900,000
Other Costs	<u>1,594,461</u>
Total Budget-Expenditures	<u>\$ 579,429,878</u>

**GENERAL
OPERATING
FUND**

BUDGET HIGHLIGHTS

FY2022 APPROVED OPERATING BUDGET

The following represents brief highlights of budget changes between FY2021 and FY2022. For more detail, please refer to the appropriate sections in this Approved Budget book.

GENERAL:

The general fund budget totals \$288,664,540 which is \$35,452,817, 14.0% more than the Approved FY2021 Budget.

This is comprised of revenues totaling \$277,779,062 which is a 11.9% increase from FY2021 revenues and the use of Fund Balance of \$10,885,478 for Solid Waste & Recycling Fund – Pay-Go, Emergency Services Support Fund – Pay-Go, Capital Improvement Pay-Go, and Non-Recurring General Fund expenditures.

REVENUES:

Real Property Tax Rate continues at \$.8478 per \$100 of assessed value; this is .0188 higher than the Constant Yield Rate of .8290. This tax rate is 2.3% higher than the Constant Yield Tax Rate and generates \$2,470,454 in additional revenues. Property tax revenue is estimated to increase \$4,212,695 over the FY2021 budget – to approximately \$119 million or 3.7% 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 remained the same as the FY2021 Approved Budget at \$975,000.

St. Mary’s County Income Tax rate was reduced to 3.10% of net taxable income as of January 1, 2022. Income tax revenues are projected to increase \$12,775,801 or 11.8% over the FY2021 budget to a total of \$120.7 million. Tax year 2019 returns demonstrated a growth rate of 7%, which was a decrease from the 2018 tax return results of 10.3%. This decrease continues to be in line with activity across the State with average of 4%. Tax year growth averages 5.5% over the six latest tax years 2014-2019. We increased our growth projection to 4% to reflect the higher returns. We continue to be conservative due to the information received from the State is prior to the COVID-19 pandemic. 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, FY2022 is based upon half of estimated tax for calendar/tax years 2021 and 2022. We also included \$6.0 million as an estimated distribution the State makes of unallocated receipts, penalties, and interest.

REVENUES (cont'd):

Other Local Taxes total \$9,900,000 which is a \$260,000 increase or 2.7% more than the Approved FY2021 Budget. Each of these taxes has different patterns of activity during the year, and the estimates for FY2022 are based on the FY2021 amounts to date, compared to prior trends. Increase is related to recordation taxes with \$500,000 more than FY2021, principally due to the increase in sold home sales.

Both energy and public accommodation tax revenue estimate was reduced based on trend collections. The public accommodation tax estimate continued reduction is due to the reduced travel resulting from 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. FY2022 Estimate from the State is \$1,682,717; this is \$108,391 less than the FY2021 Approved.

Charges for Services revenue is projected to increase from \$3,367,647 in FY2021 to an estimated \$3,700,158 in FY2022, an increase of \$332,511. The largest increase is for Emergency Services 911 Service Fees – bringing total to \$900,000.

State and federal grants are projected to be \$21,352,622 in FY2022, an increase of \$12.7 million compared to the FY2021 Approved. This increase is principally due to adding the upcoming grant – for the American Rescue Act - \$11,105,357 based on the County's population – this is half of the \$22 million grant, and the rest will be budgeted in FY2023. These grants funds are non-recurring like the approximately \$22 million of grants received FY2021 for COVID-19.

Other revenues are decreasing by \$777,525 principally from interest income by \$550,000 compared to the prior year amount.

FUND BALANCE:

The June 30, 2020 audit reflects an unassigned general fund balance of \$33.4 million. The ratio of County reserves to revenue percentage is 20%. This Approved Budget includes the use of \$10.8 million of unassigned general fund balance for Solid Waste & Recycling Pay-Go, Emergency Services Support Fund Pay-Go, Capital Improvement 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

- 19 vehicle replacements, includes trailers and excavator in the Solid Waste & Recycling Fund and four new vehicles.
- 5.25 positions were added to County Departments – Information Technology, Public Works and Transportation and Emergency Services.
- Third year funding of phase-in of market increase 3.71%, with a merit increase and 1.4% COLA. Top of Grade employees will also receive a \$500 stipend.
- Hourly employee scale and Recreation & Parks scales are increasing for phased minimum wage.
- \$376,938 for Non-Public School Bus Drivers Contract.
- Budgeted in Departments is Non-Profit funding, \$1,026,332.
- New fund for Emergency Services Billing includes 22 full-time positions and contracted services funded by new fees for Transport and Medicare Transport and recurring funding from the Emergency Services Support fund.

ELECTED OFFICIALS

- 36 positions were added to the Sheriff's Office – includes 20 for the Detention Center with the completion of facility addition in FY2022.
- Promotional ranks are included for both Law and Corrections.
- 16 replacement vehicles. 12 new vehicles are being added for increased positions in Law.
- Merit and non-sworn top of grade employees will also receive \$500 stipend.

BOARDS and STATE AGENCIES

- The Health Department's budget will include 2% Cola and 5 positions funded from American Rescue grant funding. One additional position for Emergency Coordinator with County funds.
- Alcohol Beverage received funding for Inspector going to Regular Part-time and attorney fees.
- Elections Board received additional funds for equipment and uniforms. \$190,300 was added for a second Early Voting Site.
- Funding for the Library includes \$111,897 for merit, health insurance, & utilities.
- College of Southern MD receives funding from American Rescue grant to fund scholarships to help students and increased MOE of \$88,270.
- The Board of Education's (BOE) funding from the County totals \$114,540,490; recurring funding increased by \$4,997,569 over the Approved FY2021. This will fund a 2.5% merit equivalent, 1.4% Cola and \$519,778 for contracted transportation. Maintenance of effort (MOE) requires no additional funding due to reduction of students to 16,355 certified on December 1, 2020.

OTHER BUDGET COSTS

- Retiree Health Benefits are funded at \$3.9 million; this reflects payment to current retirees. The County Net OPEB Liability on June 30, 2020 was \$6.1 million, 93.53% funded.
- Debt service increased by \$2,378,361 principally for planned sale of \$30 million in FY2021.

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.
- Pay-Go funding \$7,266,193 for replacement vehicles and study in the Solid Waste & Recycling Fund, Pay-Go funding for the LOSAP Trust in the Emergency Services Support, and CIP Pay-Go from June 30, 2020 unassigned fund balance.

Total Pay-Go funding as follows:

○ LOSAP	\$3,200,000
○ CIP	2,954,000
○ Solid Waste Vehicles	1,054,000
○ Solid Waste Study	<u>58,193</u>
○ Total Pay-Go	\$7,266,193

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 for 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 unassigned fund balance as a funding source for the current budget, used for non-recurring costs.

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BUDGET REVENUES - SUMMARY

REVENUE SOURCE	FY2020	FY2021	FY2022	INCREASE / (DECREASE) OVER FY2021 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
Total, Property Taxes	113,230,333	114,769,704	118,982,399	4,212,695	3.7%
Total, Income Taxes	107,335,235	107,975,165	120,750,966	12,775,801	11.8%
Total, Other Local Taxes	9,366,413	9,640,000	9,900,000	260,000	2.7%
Total, Highway User	1,552,854	1,791,108	1,682,717	(108,391)	-6.1%
Total, Licenses and Permits	700,176	591,820	662,870	71,050	12.0%
Total, Charges for Services	3,066,127	3,367,647	3,700,158	332,511	9.9%
Total, Fines and Forfeitures	15,659	24,500	24,750	250	1.0%
Total, State/Federal Grants	10,948,940	8,589,956	10,247,265	1,657,309	19.3%
American Rescue Act - Grant	0	0	11,105,357	11,105,357	100%
Total, Other Revenues	1,599,160	1,500,105	722,580	(777,525)	-51.8%
Total - Other Financing Sources	0	4,961,718	10,885,478	5,923,760	119.4%

TOTAL, GENERAL FUND REVENUE SOURCES	\$247,814,897	\$253,211,723	\$288,664,540	\$35,452,817	14.00%
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Total, General Fund Revenues - (Excl. Other Financing Sources)	\$247,814,897	\$248,250,005	\$277,779,062	\$29,529,057	11.9%
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EXPENDITURES SUMMARY

Department/Spending Unit	FY2020	FY2021	FY2022	APPROVED	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL	BUDGET	OVER 2021 APPROVED	AMOUNT PERCENT
			REQUEST			
County Commissioners/County Administrator	1,188,004	1,192,056	1,192,056	1,197,144	5,088	0.4%
Aging & Human Services	4,895,596	5,183,058	5,461,036	5,580,016	396,958	7.7%
County Attorney	894,182	1,045,291	1,045,291	1,089,268	43,977	4.2%
Economic Development	1,961,252	1,782,435	1,904,175	2,003,037	220,602	12.4%
Finance	1,837,426	1,983,700	1,983,700	2,083,001	99,301	5.0%
Technology	3,928,708	4,185,751	4,570,574	4,639,929	454,178	10.9%
Human Resources	1,605,667	1,782,219	1,916,860	1,981,357	199,138	11.2%
Land Use & Growth Management	2,295,976	2,874,474	2,774,260	2,938,658	64,184	2.2%
Public Works & Transportation	17,574,092	19,421,086	21,262,541	21,897,823	2,476,737	12.8%
Recreation & Parks	4,067,325	4,383,812	4,708,716	5,058,922	675,110	15.4%
Emergency Services	9,987,462	7,613,896	8,740,153	19,659,565	12,045,669	158.2%
Total, Departments	50,235,690	51,447,778	55,559,362	68,128,720	16,680,942	32.4%
Circuit Court	1,868,456	1,898,285	2,009,583	1,998,907	100,622	5.3%
Orphans' Court	62,602	59,478	59,478	60,611	1,133	1.9%
Office of the Sheriff	41,097,400	48,348,779	55,064,949	55,504,302	7,155,523	14.8%
Office of the State's Attorney	3,927,352	4,505,144	4,716,511	4,892,567	387,423	8.6%
Office of the County Treasurer	476,474	518,820	520,739	548,185	29,365	5.7%
Total, Elected Officials	47,432,284	55,330,506	62,371,260	63,004,572	7,674,066	13.9%
Department of Health	2,424,327	2,633,716	3,431,988	2,874,826	241,110	9.2%
Department of Agriculture	65,500	91,000	91,000	91,000	0	0.0%
Department of Social Services	463,216	475,940	470,779	483,853	7,913	1.7%
Alcohol Beverage Board	310,590	386,888	416,524	439,602	52,714	13.6%
Board of Elections	1,017,742	1,358,560	1,476,355	1,667,401	308,841	22.7%
University of Maryland Extension (UME)	244,433	270,802	270,802	270,802	0	0.0%
Ethics Commission	44	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	69,394	81,497	103,423	103,423	21,926	26.9%
So. MD Resource Conservation & Development	13,300	13,300	15,300	15,300	2,000	15.0%
So. MD Tri-County Community Action Committee, I	16,000	16,000	35,000	16,000	0	0.0%
Tri-County Council for Southern Maryland	94,200	125,000	125,000	125,000	0	0.0%
Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	143,600	0	0.0%
SDAT - Leonardtown Office	452,580	452,580	452,580	452,580	0	0.0%
University System of Maryland at Southern Maryland (USMSM)	40,000	40,000	40,000	40,000	0	0.0%
County Funds - Board of Education	106,642,921	109,542,921	116,016,608	114,540,490	4,997,569	4.6%
County Funds - BOE Non-Recurring	0	0	1,999,910	0	0	0.0%
County Funds - College of Southern Maryland	4,767,300	4,518,686	4,876,956	4,606,956	88,270	2.0%
County Funds - Board of Library Trustees	2,964,146	2,966,362	3,106,872	3,078,259	111,897	3.8%
Total, Boards and State Agencies	119,731,793	123,120,185	133,076,030	128,952,425	5,832,240	4.7%
SUB-TOTAL	217,399,767	229,898,469	251,006,652	260,085,717	30,187,248	13.1%
Other Budget Costs						
Appropriation Reserve	0	1,500,000	1,500,000	1,500,000	0	0.0%
Leonardtown Tax Rebate	43,487	43,446	44,461	44,461	1,015	2.3%
Employer Contributions - Retiree Health Costs	3,706,715	3,600,000	4,062,000	3,900,000	300,000	8.3%
Employer Contributions - Unemployment	6,031	25,000	25,000	25,000	0	0.0%
Bank / GOB Costs	31,865	25,000	20,000	25,000	0	0.0%
Debt Service	13,059,991	12,539,808	15,004,640	14,918,169	2,378,361	19.0%
Other Budget Costs	16,848,089	17,733,254	20,656,101	20,412,630	2,679,376	15.1%
Subtotal, Excludes Transfers	234,247,856	247,631,723	271,662,753	280,498,347	32,866,624	13.3%
Transfers & Reserves						
Pay-Go	12,989,427	4,680,000	0	7,266,193	2,586,193	55.3%
Reserve - Bond Rating	421,076	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
Transfers & Reserves	13,410,503	5,580,000	900,000	8,166,193	2,586,193	46.3%
TOTAL GENERAL FUND BUDGET	\$247,658,359	\$253,211,723	\$272,562,753	\$288,664,540	\$35,452,817	14.0%

FY2022 GENERAL FUND - REVENUES

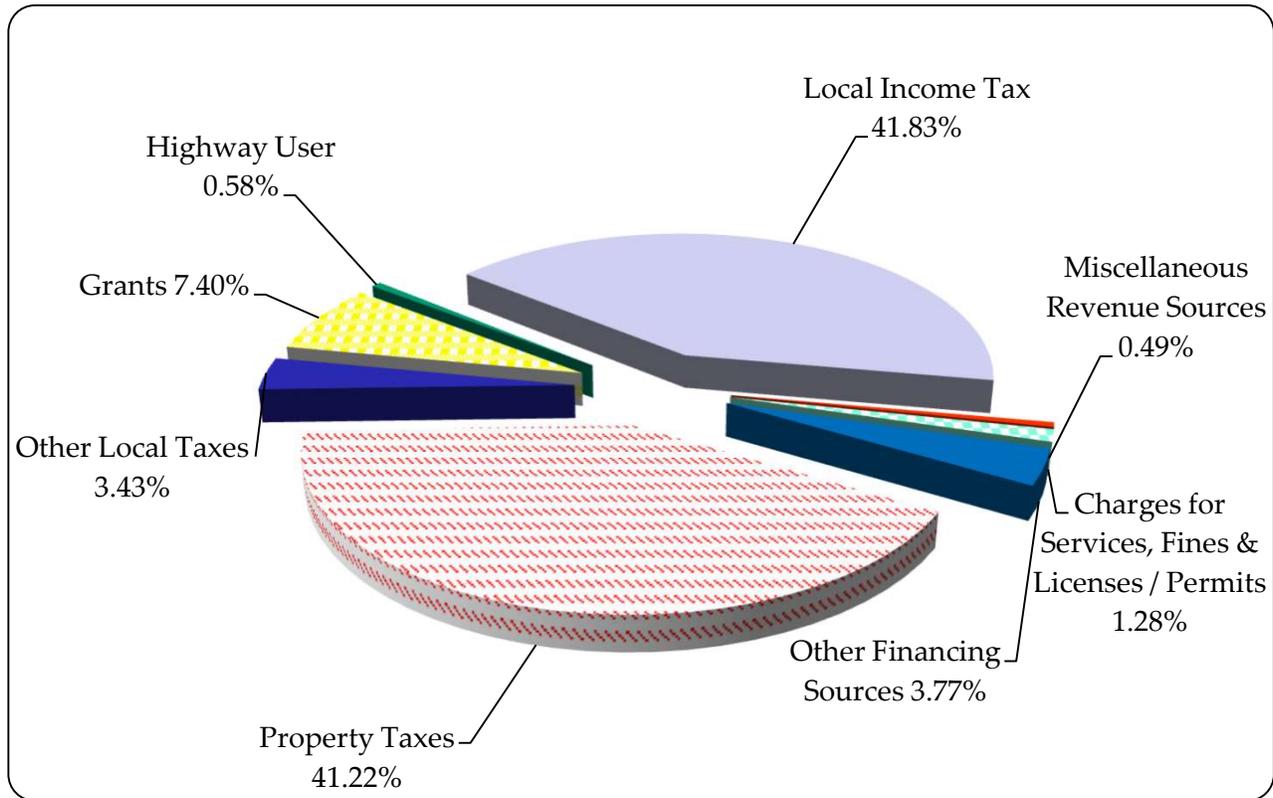


Chart shows Percentages of Total County Revenue \$288,664,540 – by Revenue Source

Local Income Tax	\$120,750,966
Property Tax	118,982,399
State / Federal Grants	21,352,622
Other Financing Sources – Fund Balance	10,885,478
Other Local Taxes	9,900,000
Charges for Services / Licenses / Fines	3,700,158
Highway User Revenues	1,682,717
Miscellaneous Revenue Sources	<u>1,410,200</u>
TOTAL GENERAL FUND - REVENUES	<u>\$288,664,540</u>

FY2022 GENERAL FUND - EXPENDITURES

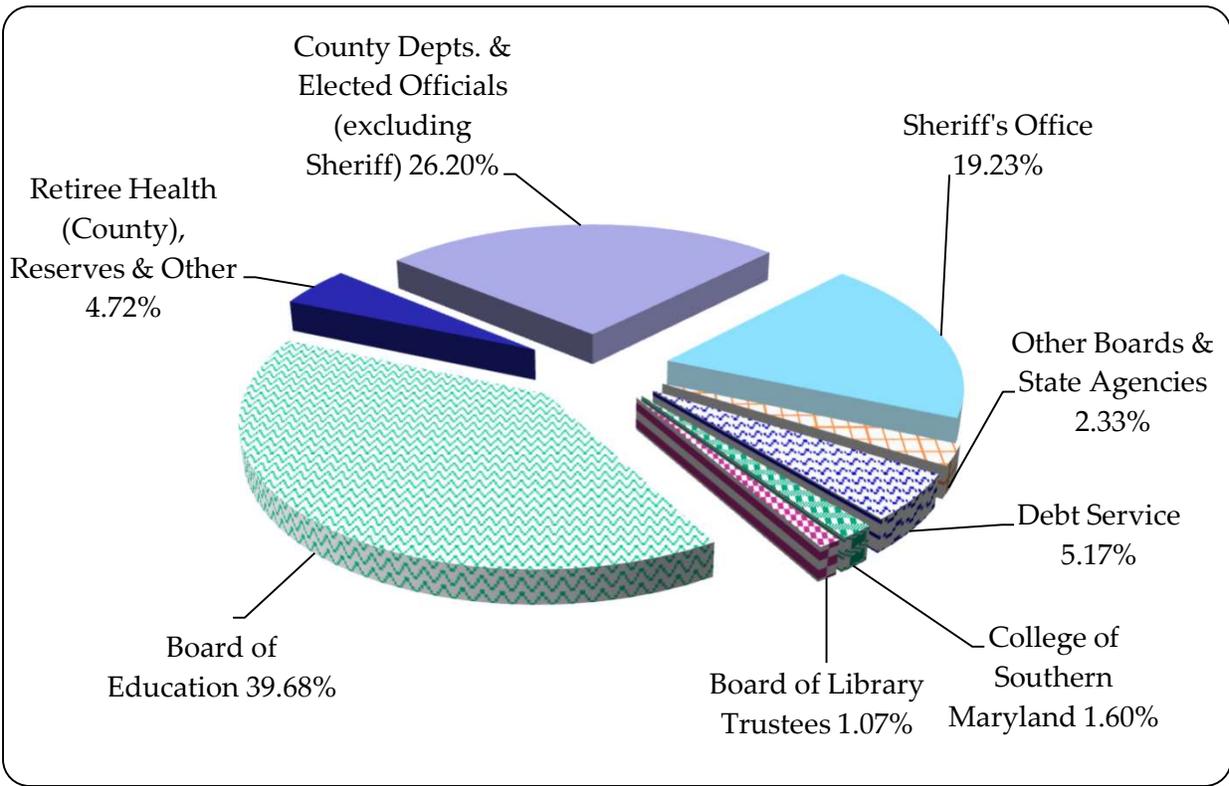


Chart shows Percentages of Total County Expenditures \$288,664,540 – by Entity

Board of Education	\$114,540,490
County Departments, Elected Officials (excluding Sheriff)	75,628,990
Sheriff's Office	55,504,302
Debt Service	14,918,169
Retiree Health (County), Reserves, & Other Costs	13,660,654
Other Boards & State Agencies	6,726,720
College of Southern Maryland	4,606,956
Board of Library Trustees	<u>3,078,259</u>
TOTAL GENERAL FUND EXPENDITURES	<u>\$288,664,540</u>

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2020	FY2021	FY2022	INCREASE (DECREASE) OVER FY2021 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
PROPERTY TAXES					
Real Property - Full Year	105,901,855	108,675,323	112,616,549	3,941,226	3.6%
Real Property - Half Year	222,967	231,841	237,763	5,922	2.6%
Personal Property - Sole Prop	211,342	180,158	180,158	0	0.0%
Public Utilities	2,618,750	2,759,441	2,981,988	222,547	8.1%
Ordinary Bus Corporation	3,994,778	3,422,993	3,422,993	0	0.0%
Personal Property - Collection Fees	(258,261)	0	0	0	0.0%
Additions and Abatements	142,333	(600,000)	(600,000)	0	0.0%
Penalties and Interest	944,623	870,000	900,000	30,000	3.4%
Enterprise Zone Credit	(42,947)	(60,000)	(60,000)	0	0.0%
Homeowners Tax Credit (County)	(871,235)	(950,000)	(950,000)	0	0.0%
Other Tax Reimbursement	(13,101)	(30,000)	(25,000)	5,000	-16.7%
Tax Sale Revenue	4,325	19,000	27,000	8,000	42.1%
Payments In Lieu of Taxes	402,586	318,948	318,948	0	0.0%
Senior Tax Cap Credit 70	(526,850)	(600,000)	(600,000)	0	0.0%
Senior Tax Credit/Recaptured Sr. Tax Credit	(261,611)	(300,000)	(300,000)	0	0.0%
Local Sr. Tax Credit 65-10	(70,634)	(75,000)	(75,000)	0	0.0%
State Homeowners Credit	871,235	950,000	950,000	0	0.0%
Ag Tax Deduction/Tobacco Barn Tax Credit	(39,822)	(43,000)	(43,000)	0	0.0%
Total, Property Taxes	113,230,333	114,769,704	118,982,399	4,212,695	3.7%
INCOME TAXES					
Local Income Tax	107,335,235	107,975,165	120,750,966	12,775,801	11.8%
Total, Income Taxes	107,335,235	107,975,165	120,750,966	12,775,801	11.8%
OTHER LOCAL TAXES					
Admissions and Amusement	103,714	130,000	100,000	(30,000)	-23.1%
CATV Franchise Fee	976,469	1,000,000	1,000,000	0	0.0%
Energy Taxes	977,270	1,050,000	1,000,000	(50,000)	-4.8%
Public Accommodations Tax	828,150	950,000	800,000	(150,000)	-15.8%
Recordation Taxes	6,160,565	6,200,000	6,700,000	500,000	8.1%
Trailer Park Tax	320,245	310,000	300,000	(10,000)	-3.2%
Total, Other Local Taxes	9,366,413	9,640,000	9,900,000	260,000	2.7%
Shared Revenues					
Highway Users Revenue	1,552,854	1,791,108	1,682,717	(108,391)	-6.1%
Total, Shared Revenues	1,552,854	1,791,108	1,682,717	(108,391)	-6.1%
LICENSES AND PERMITS					
Amusement Licenses	0	4,700	1,000	(3,700)	-78.7%
Auto Tag Fees	736	1,500	1,000	(500)	-33.3%
Beer, Wine, Liquor Licenses	75,739	88,000	84,000	(4,000)	-4.5%
Beer, Wine, Liquor Transfer	200	700	600	(100)	-14.3%
LUGM Inspections & Compliance	114,100	77,200	97,200	20,000	25.9%
LUGM Business Licenses & Permit Services	353,671	240,000	310,000	70,000	29.2%
Marriage Licenses	5,868	6,500	6,050	(450)	-6.9%
DPW & T Constr.&Insp. Licenses-Materials Testing	5,090	8,000	8,000	0	0.0%
Taxicab Licenses, Peddlers & Bingo	11	220	20	(200)	-90.9%
Traders Licenses	144,761	165,000	155,000	(10,000)	-6.1%
Total, Licenses and Permits	700,176	591,820	662,870	71,050	12.0%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2020	FY2021	FY2022	INCREASE (DECREASE) OVER FY2021 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
CHARGES FOR SERVICES					
Alcohol Beverage - Application Fees	2,250	3,000	2,250	(750)	-25.0%
Circuit Court Juror Fee Reimbursement/Other	15,605	31,000	31,000	0	0.0%
Corrections - Home Detention	14,898	25,000	50,000	25,000	100.0%
Corrections - Housing State Prisoners	92,250	100,000	75,000	(25,000)	-25.0%
Corrections - Juvenile Transport	17,488	0	0	0	0.0%
Corrections - Sex Offender Fees	20,200	10,000	10,000	0	0.0%
Corrections - Weekenders Fees	10,989	15,000	0	(15,000)	-100.0%
Corrections - Work Release Fees	37,607	70,000	0	(70,000)	-100.0%
DPW & T Development Review	0	1,000	1,000	0	0.0%
DPW & T Engineering Services	117,872	101,290	101,290	0	0.0%
DPW & T Highways Fees	50	75	75	0	0.0%
DPW & T Passenger Fees/Other Income	269,696	382,294	382,294	0	0.0%
DPW & T Airport Charges	135,972	95,000	95,000	0	0.0%
DPW & T Private Funding Sources	16,862	0	0	0	0.0%
General Gov't - Other Fees	6,043	1,000	2,000	1,000	100.0%
HR-Medicare Drug Subsidy	127,269	135,000	135,000	0	0.0%
LUGM Board of Electrical Examiners	18,800	40,050	20,050	(20,000)	-49.9%
LUGM Boards & Commissions	17,170	12,000	12,000	0	0.0%
LUGM Comprehensive Planning	27,080	25,000	25,000	0	0.0%
LUGM Concept Site Plan Review	175	600	300	(300)	-50.0%
LUGM Development Services	131,103	110,600	120,600	10,000	9.0%
LUGM Metropolitan Planning Organization	77,955	53,232	23,520	(29,712)	-55.8%
LUGM Other Income/Advertising/Admin Recovery	3,337	4,000	4,000	0	0.0%
LUGM Zoning Administration	500	500	500	0	0.0%
Maps & Publications	220	300	300	0	0.0%
Other Revenue -Incl.Ins. Proceeds/ComData Reb.	22,505	377,940	556,739	178,799	47.3%
Other Revenue - Admin Recovery	1,360	1,700	1,700	0	0.0%
ES 911 Service Fees	939,981	605,000	900,000	295,000	48.8%
ES Tower Revenue	122,952	140,000	130,000	(10,000)	-7.1%
R & P Grass Cutting & Parks Lighting	25	2,500	2,500	0	0.0%
R & P Museum	29,855	40,600	40,600	0	0.0%
R & P Park Entrance Fees	119,712	130,000	130,000	0	0.0%
R & P Rents & Concessions	0	1,000	1,000	0	0.0%
Regional Library	15,058	19,000	44,200	25,200	132.6%
Rents and Concessions	29,014	17,059	17,059	0	0.0%
Sheriff - Alcohol Enforcement	164,602	207,097	207,041	(56)	0.0%
Sheriff - Fingerprinting	54,070	40,000	75,000	35,000	87.5%
Sheriff - Overtime Reimb/Other-Corrections	72,470	105,000	65,000	(40,000)	-38.1%
Sheriff - Town Patrol	60,567	45,000	60,000	15,000	33.3%
Sheriff's - Fees	96,580	126,000	100,000	(26,000)	-20.6%
Sheriff's - School Bus Stop Light Enforcement	33,900	25,000	25,000	0	0.0%
Sheriff's - Juvenile Transport	7,750	8,000	8,000	0	0.0%
Social Services Reimbursement	61,061	135,542	129,872	(5,670)	-4.2%
States Attorney Reimbursement	33,437	50,000	40,000	(10,000)	-20.0%
States Attorney Services for Drug Court	39,837	75,268	75,268	0	0.0%
Total, Charges for Services	3,066,127	3,367,647	3,700,158	332,511	9.9%

BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED

<u>REVENUE SOURCE</u>	FY2020	FY2021	FY2022	INCREASE (DECREASE)	
	ACTUAL	APPROVED	APPROVED	OVER FY2021 APPROVED	AMOUNT PERCENT
FINES AND FORFEITURES					
Alcohol Beverage Fines	0	1,000	1,000	0	0.0%
Animal Control Fines	2,334	5,000	5,000	0	0.0%
Court Fees, Fines, Forfeitures	12,654	16,500	16,500	0	0.0%
LUGM Fines	0	500	250	(250)	-50.0%
State's Attorney Other Fines & Forfeitures	671	1,500	2,000	500	33.3%
Total, Fines and Forfeitures	15,659	24,500	24,750	250	1.0%
STATE/FEDERAL GRANTS					
<u>Aging & Human Services</u>					
CaresAct	24,215	0	0	0	0.0%
CaresAct Title IIIB	2,774	0	0	0	0.0%
COVID-19 HDC2	49,037	0	0	0	0.0%
Community Development Block Grant	0	0	200,000	200,000	100%
Guardianship	9,036	9,762	8,697	(1,065)	-10.9%
Level 1 Screening	0	0	6,134	6,134	100%
LMB Administration	51,801	70,000	70,000	0	0.0%
LMB Local Care Coordinator	33,428	72,000	44,840	(27,160)	-37.7%
LMB After School Program	26,820	64,555	74,388	9,833	15.2%
LMB COVID19	126,833	0	0	0	100%
LMB Mentoring Grant	32,825	63,653	53,730	(9,923)	-15.6%
LMB Grant HS Inter-Agency Liason	49,000	49,000	49,000	0	0.0%
LMB Grant Reconnect Youth to Educ/Employment	0	102,500	102,590	90	0.1%
LMB Grant HS Healthy Families/Nursing Interventions	56,982	52,010	52,010	0	0.0%
Federal Financial Participation (FFP) frmr (MAP)	82,180	113,036	113,036	0	0.0%
Community Options Waiver (FFS)	137,677	100,000	123,290	23,290	23.3%
MIPPA & MIPPA-AAAs, ADRC	3,183	6,769	5,441	(1,328)	-19.6%
MVP Options Counseling	0	0	1,250	1,250	0.0%
NSIP (Nutrition Services)	82,906	49,116	57,232	8,116	16.5%
Nutrition (Senior)	31,509	48,387	32,179	(16,208)	-33.5%
Ombudsman (State & Elder)	10,252	28,630	17,906	(10,724)	-37.5%
Retired Senior Volunteers (RSVP)	54,721	47,500	47,500	0	0.0%
Senior Care	114,747	100,000	126,106	26,106	26.1%
Senior Center Operating Fund (SCOF)	6,323	6,341	2,565	(3,776)	-59.5%
Senior (SCOF) - Senior Matters	0	0	3,700	3,700	0.0%
Senior (SCOF) - Remote Online Fitness	0	0	5,450	5,450	0.0%
Senior Health Insurance Program (SHIP)	14,713	14,332	15,000	668	4.7%
Senior Info. & Assistance	10,964	9,680	13,441	3,761	38.9%
Senior Medicare Patrol & Expansion	2,585	2,250	2,500	250	11.1%
Senior Rides	17,487	22,100	22,100	0	0.0%
Title III B - Community Services	82,980	73,683	88,210	14,527	19.7%
Title III B - Ombudsman/Elder Abuse	0	0	6,787	6,787	0.0%
Title III C1 - Congregate Meals	112,078	97,654	117,425	19,771	20.2%
Title III C2 - Home Del. Meals	61,455	50,555	61,332	10,777	21.3%
Title III D - Preventive Health	11,222	9,000	9,000	0	0.0%
Title III E - Caregiver	45,915	32,609	42,088	9,479	29.1%
Vulnerable Elderly Program Initiative (VEPI)	6,954	6,583	7,080	497	7.5%
<u>Economic Development</u>					
Technology Incubator	414,406	0	0	0	0.0%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2020	FY2021	FY2022	INCREASE (DECREASE) OVER FY2021 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
Land Use & Growth Management (LUGM)					
Critical Area	(5,000)	5,000	0	(5,000)	-100.0%
Census Grant Program 2020	20,000	0	0	0	0.0%
MHT Cert Local Gov't - Educational	0	1,000	1,000	0	0.0%
Public Works and Transportation (DPW&T)					
St. Mary's Transit System (STS) - ADA	135,000	135,000	135,000	0	0.0%
STS - DSS Sunday	31,872	40,000	40,000	0	0.0%
STS - Public 5311	850,238	835,238	835,238	0	0.0%
STS - SSTAP	123,909	134,098	134,098	0	0.0%
STS - Capital	471,340	201,600	201,600	0	0.0%
Recreation and Parks					
Countywide Maintenance	15,117	0	5,000	5,000	100%
Derelect Boat Removal	0	0	5,000	5,000	100%
Elms Beach	0	10,000	10,000	0	0.0%
Portable Toilets/Trash	12,130	15,000	15,000	0	0.0%
Information Technology					
Atlantic Broadband Expansion	67,406	200,000	200,000	0	0.0%
Emergency Services					
American Rescue Funds	0	0	11,105,357	11,105,357	100.0%
Emergency Event - Coronavirus	325,550	0	0	0	0.0%
Cares - Public Health	415,246	0	0	0	0.0%
Cares - County	2,105,675	0	0	0	0.0%
Emergency Management	91,233	92,500	91,000	(1,500)	-1.6%
Emergency Numbers Board	1,270,540	750,000	1,118,650	368,650	49.2%
Homeland Security	74,132	120,000	118,000	(2,000)	-1.7%
MIEMSS Emergency Medical	1,490	55,000	55,000	0	0.0%
Pre-Disaster Mitigation	0	22,500	0	(22,500)	-100.0%
Circuit Court					
Cooperative Reimbursement	4,470	7,232	7,232	0	0.0%
Court House Security Enhancements	234,012	0	0	0	0.0%
Recovery Court	266,193	288,299	333,043	44,744	15.5%
Family Services	167,766	178,188	170,732	(7,456)	-4.2%
MDH/BHA Grant	84,607	84,607	84,607	0	0.0%
Highway Safety-Adult Drug Ct	9,600	17,653	0	(17,653)	-100.0%
Human Resources					
Employee Wellness	4,902	0	0	0	0.0%
Sheriff's Office					
Bulletproof Vest Partnership	0	23,527	2,875	(20,652)	-87.8%
BJAG Grant - Equipment	16,719	16,762	16,762	0	0.0%
Coronavirus Emergency Suppl-DOJ	0	0	54,006	54,006	100%
Crisis Interention Team	24,445	0	0	0	0.0%
Edward Byrne Opioid	0	0	100,000	100,000	100%
Enhancing Pre-Trial Services	67,153	58,808	0	(58,808)	-100.0%
Cooperative Reimbursement	313,555	368,547	457,517	88,970	24.1%
Critical Incident Training (CIT)	0	25,000	25,000	0	0.0%
Five County	66,000	66,000	66,000	0	0.0%
Friends Research Institute		8,500	8,500	0	0.0%
Gun Violence Reduction	0	0	10,000	10,000	100%
Highway Safety SO - impaired	13,269	11,000	12,000	1,000	9.1%
Highway Safety SO - Adapt	5,021	7,000	7,000	0	0.0%
Highway Safety SO - Distract	1,620	1,000	3,000	2,000	200.0%
Highway Safety SO - Occupant	0	1,000	1,000	0	0.0%
Heroin Coordinator	22,834	54,810	58,838	4,028	7.3%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2020	FY2021	FY2022	INCREASE (DECREASE) OVER FY2021 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
HIDTA	7,425	7,500	7,500	0	0.0%
Jail Medication Treatment	0	91,976	367,904	275,928	300.0%
LGIT Training Grant	5,013	5,000	5,000	0	0.0%
Mental Health Services	58,221	58,221	58,221	0	0.0%
Path Project	28,632	30,190	30,190	0	0.0%
Police Protection Aid	946,585	956,434	948,976	(7,458)	-0.8%
Pre-Trial Services	23,086	0	0	0	0.0%
Recruitment	16,061	0	10,000	10,000	100%
Safe to Learn Grant	66,243	0	0	0	0.0%
School Resource Officers	198,032	198,020	210,231	12,211	6.2%
Sex Offender Registry	13,814	13,823	15,330	1,507	10.9%
Sex Offender Registration	25,561	23,200	23,200	0	0.0%
STOP Grant	0	0	522,536	522,536	100%
Tobacco Enforcement	1,292	8,250	8,250	0	0.0%
State's Attorney's Office					
Cooperative Reimbursement	399,299	470,475	479,107	8,632	1.8%
Social Services					
Legal Services Grant	84,624	90,293	96,116	5,823	6.4%
Other / Multi-Departmental Grants					
Appropriation Reserve	-	1,500,000	1,500,000	0	0.0%
Total, State/Federal Grants	10,948,940	8,589,956	21,352,622	12,762,666	148.6%
OTHER REVENUES					
Investment income (Interest & Dividends)	1,401,409	1,100,000	550,000	(550,000)	-50.0%
Disposal of Fixed Assets	140,034	75,000	90,000	15,000	20.0%
Other Income	0	250,000	0	(250,000)	-100.0%
Contributions and Donations:					
Aging Grant Programs	53,607	65,525	48,000	(17,525)	-26.7%
Community Services	1,010	7,700	7,700	0	0.0%
CC-Drug Court Donations	2,250	0	0	0	0.0%
Emergency Services	850	1,880	26,880	25,000	1329.8%
Total - Other Revenues	1,599,160	1,500,105	722,580	(777,525)	-51.8%
TOTAL, GENERAL FUND REVENUES	247,814,897	248,250,005	277,779,062	29,529,057	11.9%
OTHER FINANCING SOURCES					
Appropriation of Fund Balance:					
Fund Balance - Pay-Go and Non-recurring	0	4,961,718	10,885,478	5,923,760	119.4%
Total - Other Financing Sources	0	4,961,718	10,885,478	5,923,760	119.4%
TOTAL, GENERAL FUND REVENUES	\$247,814,897	\$253,211,723	\$288,664,540	35,452,817	14.00%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2020	FY2021	FY2022	FY2022	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2021 APPROVED	AMOUNT PERCENT
GENERAL GOVERNMENT						
Legislative/County Commissioners						
Legislative/County Commissioners	452,173	478,609	478,609	485,181	6,572	1.4%
County Administrator	389,296	432,473	432,473	420,045	(12,428)	-2.9%
Public Information	346,535	280,974	280,974	291,918	10,944	3.9%
County Attorney	894,182	1,045,291	1,045,291	1,089,268	43,977	4.2%
Total - Legislative/County Commissioners	2,082,186	2,237,347	2,237,347	2,286,412	49,065	2.2%
Finance						
Administration/Budget	720,909	776,300	776,300	777,076	776	0.1%
Accounting	725,360	773,675	773,675	830,167	56,492	7.3%
Auditing	38,500	50,000	50,000	50,000	0	0.0%
Procurement	352,657	383,725	383,725	425,758	42,033	11.0%
Total - Finance	1,837,426	1,983,700	1,983,700	2,083,001	99,301	5.0%
Total - Information Technology	3,928,708	4,185,751	4,570,574	4,639,929	454,178	10.9%
Human Resources						
Human Resources	929,509	1,004,104	1,107,340	1,155,627	151,523	15.1%
Risk Management	657,376	775,815	807,220	823,430	47,615	6.1%
Grants	17,832	0	0	0	0	0.0%
Total - Human Resources	1,604,717	1,779,919	1,914,560	1,979,057	199,138	11.2%
Public Works & Transportation (DPW&T)						
Development Review	218,520	306,466	293,754	274,319	(32,147)	-10.5%
Mailroom/Messenger Services	119,042	130,852	133,002	138,780	7,928	6.1%
Vehicle Maintenance Shop	1,570,113	1,570,333	1,603,113	1,686,133	115,800	7.4%
Building Services/Grant	3,655,872	4,132,000	4,488,531	4,387,754	255,754	6.2%
Total - Public Works & Transportation	5,563,547	6,139,651	6,518,400	6,486,986	347,335	5.7%
Land Use & Growth Management						
Administration	763,918	918,595	918,595	951,145	32,550	3.5%
Comprehensive Planning	287,839	342,712	342,712	430,469	87,757	25.6%
Development Services	307,799	427,410	327,196	448,954	21,544	5.0%
Zoning Administration	201,056	326,630	326,630	246,828	(79,802)	-24.4%
Planning Commission	24,039	26,363	26,363	25,113	(1,250)	-4.7%
Boards and Commissions	17,490	19,636	19,636	18,718	(918)	-4.7%
Historical Preservation	658	3,430	3,430	2,330	(1,100)	-32.1%
Permit Services	264,673	337,739	337,739	346,170	8,431	2.5%
Inspections & Compliance	396,704	448,534	448,534	453,081	4,547	1.0%
Board of Electrical Examiners	13,057	14,300	14,300	13,450	(850)	-5.9%
Building Code Appeals Board	7	2,900	2,900	0	(2,900)	-100.0%
Commission on the Environment	26	2,475	2,475	350	(2,125)	-85.9%
Plumbing & Gas Board	0	1,750	1,750	50	(1,700)	-97.1%
Grants	18,710	2,000	2,000	2,000	0	0.0%
Total - Land Use & Growth Management	2,295,976	2,874,474	2,774,260	2,938,658	64,184	2.2%
Circuit Court						
Administration	985,619	1,139,394	1,181,046	1,170,370	30,976	2.7%
Law Library	28,136	40,850	40,850	40,850	0	0.0%
Grant	854,701	718,041	787,687	787,687	69,646	9.7%
Orphans' Court	62,602	59,478	59,478	60,611	1,133	1.9%
Total - Circuit Court / Orphans' Court	1,931,058	1,957,763	2,069,061	2,059,518	101,755	5.2%
Office of the State's Attorney						
Judicial	3,285,588	3,751,652	3,942,651	4,116,842	365,190	9.7%
Grants	641,764	753,492	773,860	775,725	22,233	3.0%
Total - State's Attorney	3,927,352	4,505,144	4,716,511	4,892,567	387,423	8.6%
Total - County Treasurer	476,474	518,820	520,739	548,185	29,365	5.7%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2020	FY2021	FY2022	FY2022	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2021 APPROVED	AMOUNT PERCENT
GENERAL GOVERNMENT - Continued						
Total - Alcohol Beverage Board	310,590	386,888	416,524	439,602	52,714	13.6%
Total - Board of Elections	1,017,742	1,358,560	1,476,355	1,667,401	308,841	22.7%
Total - Ethics Commission	44	833	833	833	0	0.0%
Total - SDAT - Leonardtown Office	452,580	452,580	452,580	452,580	0	0.0%
TOTAL GENERAL GOVERNMENT	25,428,400	28,381,430	29,651,444	30,474,729	2,093,299	7.4%
PUBLIC SAFETY						
Emergency Services						
Emergency Communications Center	2,973,059	3,599,415	3,787,114	3,928,786	329,371	9.2%
Emergency Radio Communications	1,250,638	1,343,749	1,488,007	1,427,163	83,414	6.2%
Emergency Management	426,365	591,759	739,389	668,844	77,085	13.0%
Animal Control	938,670	1,038,973	1,342,993	1,146,766	107,793	10.4%
Grants (Recov-Princ FEMA & Emerg Events)	4,398,730	1,040,000	1,382,650	12,488,006	11,448,006	1100.8%
Total Emergency Services	9,987,462	7,613,896	8,740,153	19,659,565	12,045,669	158.2%
Office of the Sheriff						
Law Enforcement	26,917,026	31,652,795	35,086,099	35,276,479	3,623,684	11.4%
Corrections	11,808,823	13,890,980	16,087,653	16,280,207	2,389,227	17.2%
Training	269,413	377,877	403,077	403,077	25,200	6.7%
Canine	31,443	33,400	33,760	33,760	360	1.1%
Court Security	872,162	994,929	965,169	1,011,251	16,322	1.6%
Grants	1,198,533	1,398,798	2,489,191	2,499,528	1,100,730	78.7%
Total Office of the Sheriff	41,097,400	48,348,779	55,064,949	55,504,302	7,155,523	14.8%
TOTAL PUBLIC SAFETY	51,084,862	55,962,675	63,805,102	75,163,867	19,201,192	34.3%
PUBLIC WORKS						
Public Works & Transportation (DPW&T)						
Administration	367,579	394,945	395,217	406,362	11,417	2.9%
Engineering Services	914,945	985,501	985,501	1,017,883	32,382	3.3%
Construction & Inspections	748,750	806,802	907,211	858,826	52,024	6.4%
County Highways	4,432,803	4,937,864	5,348,444	6,368,067	1,430,203	29.0%
MS4 Program	312,766	567,439	1,119,280	838,103	270,664	47.7%
St Mary's County Airport	136,765	185,579	203,865	131,374	(54,205)	-29.2%
Grants (principally STS)	2,906,360	3,028,527	3,028,527	3,028,527	0	0.0%
TOTAL PUBLIC WORKS	9,819,968	10,906,657	11,988,045	12,649,142	1,742,485	16.0%
HEALTH						
Total - Department of Health	2,424,327	2,633,716	3,431,988	2,874,826	241,110	9.2%
Department Of Agriculture - Mosquito Control	65,500	91,000	91,000	91,000	0	0.0%
Aging & Human Services						
Human Services-Admin Grants (0409)	86,329	143,102	115,942	115,942	(27,160)	-19.0%
Grants - Human Services (Non-Admin.-440)	379,210	331,718	531,718	531,718	200,000	60.3%
Total - Aging & Human Services	465,539	474,820	647,660	647,660	172,840	36.4%
TOTAL HEALTH	2,955,366	3,199,536	4,170,648	3,613,486	413,950	12.9%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2020	FY2021	FY2022	FY2022	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2021 APPROVED	AMOUNT PERCENT
SOCIAL SERVICES						
Aging & Human Services						
Aging Administration	1,907,621	2,253,277	2,281,898	2,369,637	116,360	5.2%
Grants - Aging	1,238,478	1,138,278	1,214,795	1,239,054	100,776	8.9%
Non-Profit Allocation	787,677	785,677	785,677	785,377	(300)	0.0%
Total - Aging & Human Services	3,933,776	4,177,232	4,282,370	4,394,068	216,836	5.2%
Total - Department of Social Services	463,216	475,940	470,779	483,853	7,913	1.7%
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	4,556,592	4,812,772	4,931,749	5,037,521	224,749	4.7%
PRIMARY & SECONDARY EDUCATION						
County Appropriation - BOE	106,642,921	109,542,921	118,016,518	114,540,490	4,997,569	4.6%
Non-Public School Bus Transportation	2,190,577	2,374,778	2,756,096	2,761,695	386,917	16.3%
Non-Profit Allocation	9,675	9,675	9,675	9,675	0	0.0%
TOTAL PRIMARY & SECONDARY EDUCATION	108,843,173	111,927,374	120,782,289	117,311,860	5,384,486	4.8%
POST SECONDARY EDUCATION						
County Appropriation - College of So MD University System of Maryland at Southern Maryland (USMSM)	4,767,300	4,518,686	4,876,956	4,606,956	88,270	2.0%
Non-Profit Allocation	25,000	25,000	25,000	25,000	0	0.0%
TOTAL POST SECONDARY EDUCATION	4,832,300	4,583,686	4,941,956	4,671,956	88,270	1.9%
PARKS, RECREATION & CULTURE						
Recreation & Parks - Department						
Administration	1,211,429	1,282,973	1,284,088	1,303,764	20,791	1.6%
Parks Maintenance	2,120,888	2,265,933	2,552,047	2,818,243	552,310	24.4%
Grants Division	27,546	25,000	35,000	35,000	10,000	40.0%
Museum Division	576,262	674,306	701,981	763,715	89,409	13.3%
Non-Profit Allocation	131,200	135,600	135,600	138,200	2,600	1.9%
TOTAL PARKS, RECREATION, & CULTURE	4,067,325	4,383,812	4,708,716	5,058,922	675,110	15.4%
County Appropriation - TOTAL LIBRARY	2,964,146	2,966,362	3,106,872	3,078,259	111,897	3.8%
CONSERVATION OF NATURAL RESOURCES						
University of MD Extension-St. Mary's	244,433	270,802	270,802	270,802	0	0.0%
Soil Conservation District	69,394	81,497	103,423	103,423	21,926	26.9%
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	15,300	2,000	15.0%
Watermen's Association of St. Mary's Co., Inc.	12,500	12,500	12,500	12,500	0	0.0%
Allocation of Agriculture & Seafood (75% DED)	269,099	292,866	292,866	309,954	17,088	5.8%
TOTAL CONSV. OF NATURAL RESOURCES	611,226	673,465	697,391	714,479	41,014	6.1%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2020	FY2021	FY2022	FY2022	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2021 APPROVED	AMOUNT PERCENT
ECONOMIC & DEVELOPMENT						
Economic Development - Department						
Administration/Office of the Director	330,128	441,911	441,911	455,751	13,840	3.1%
Tourism Development	430,937	400,194	400,194	400,194	0	0.0%
Agriculture & Seafood Development	358,799	390,488	390,488	413,272	22,784	5.8%
Less Allocation (See above)	(269,099)	(292,866)	(292,866)	(309,954)	(17,088)	5.8%
Business Development	326,359	451,337	573,077	631,065	179,728	39.8%
Non-Profit Allocation	51,330	51,330	51,330	55,580	4,250	8.3%
Grants	416,524	0	0	0	0	0.0%
Total - Economic Development	1,644,978	1,442,394	1,564,134	1,645,908	203,514	14.1%
Human Resources						
Commission for the Disabled	950	2,300	2,300	2,300	0	0.0%
Total - Human Resources	950	2,300	2,300	2,300	0	0.0%
Office of Community Services						
Community Services	495,673	522,156	522,156	529,438	7,282	1.4%
Human Relations Commission	0	1,850	1,850	1,850	0	0.0%
Commission for Women	608	7,000	7,000	7,000	0	0.0%
Total - Office of Community Services	496,281	531,006	531,006	538,288	7,282	1.4%
Tri-County Council for Southern Maryland	94,200	125,000	125,000	125,000	0	0.0%
Total - Tri-County Council for Southern Maryland	94,200	125,000	125,000	125,000	0	0.0%
TOTAL ECONOMIC & DEVELOPMENT	2,236,409	2,100,700	2,222,440	2,311,496	210,796	10.0%
DEBT SERVICE / INTER-GOVERNMENTAL						
TOTAL DEBT SERVICE	13,059,991	12,539,808	15,004,640	14,918,169	2,378,361	19.0%
TOTAL INTER-GOVERNMENTAL - LEONARDTOWN TAX REBATE	43,487	43,446	44,461	44,461	1,015	2.3%
OTHER						
Employer Contributions - Retiree Health Benefits	3,706,715	3,600,000	4,062,000	3,900,000	300,000	8.3%
Employer Contributions - Unemployment	6,031	25,000	25,000	25,000	0	0.0%
Bank / GOB Costs	31,865	25,000	20,000	25,000	0	0.0%
TOTAL OTHER	3,744,611	3,650,000	4,107,000	3,950,000	300,000	8.2%
RESERVES						
Reserve - Grant/Appropriation	0	1,500,000	1,500,000	1,500,000	0	0.0%
Reserve - Bond Rating	421,076	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
TOTAL RESERVES	421,076	2,400,000	2,400,000	2,400,000	0	0.0%
TRANSFERS						
Pay-Go	12,989,427	4,680,000	0	7,266,193	2,586,193	55.3%
TOTAL TRANSFERS	12,989,427	4,680,000	0	7,266,193	2,586,193	55.3%
TOTAL GENERAL FUND	\$247,658,359	\$253,211,723	\$272,562,753	\$288,664,540	\$35,452,817	14.00%

THE GENERAL FUND EXPENDITURES STRUCTURE

The detailed budget pages which follow provide a breakdown by department/spending unit of the audited FY2020 expenditures, the original approved FY2021 budget, and both the requested and approved FY2022 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>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
COUNTY DEPARTMENTS						
County Commissioners/County Admin.						
Legislative/County Commissioners						
Personal Services	411,885	424,009	424,009	444,101	20,092	4.7%
Operating Supplies	1,129	4,500	4,500	1,300	(3,200)	-71.1%
Professional Services	634	0	0	0	0	0.0%
Communications	3,603	5,100	5,100	3,750	(1,350)	-26.5%
Transportation	1,668	4,500	4,500	2,150	(2,350)	-52.2%
Miscellaneous	33,254	40,500	40,500	33,880	(6,620)	-16.3%
Legislative/County Commissioners	452,173	478,609	478,609	485,181	6,572	1.4%
County Administrator						
Personal Services	371,943	404,510	404,510	399,813	(4,697)	-1.2%
Operating Supplies	8,245	11,531	11,531	7,900	(3,631)	-31.5%
Professional Services	7,003	8,732	8,732	8,732	0	0.0%
Communications	1,498	2,900	2,900	1,500	(1,400)	-48.3%
Transportation	64	1,000	1,000	100	(900)	-90.0%
Miscellaneous	543	3,800	3,800	2,000	(1,800)	-47.4%
County Administrator	389,296	432,473	432,473	420,045	(12,428)	-2.9%
Public Information						
Personal Services	243,059	259,414	259,414	274,258	14,844	5.7%
Operating Supplies	3,902	6,540	6,540	3,950	(2,590)	-39.6%
Professional Services	1,654	0	0	0	0	0.0%
Communications	619	1,000	1,000	1,000	0	0.0%
Transportation	75	1,100	1,100	120	(980)	-89.1%
Miscellaneous	9,001	12,920	12,920	12,590	(330)	-2.6%
Equipment	88,225	0	0	0	0	0.0%
Public Information	346,535	280,974	280,974	291,918	10,944	3.9%
Total - County Commissioners/County Admin.	1,188,004	1,192,056	1,192,056	1,197,144	5,088	0.4%
Aging & Human Services						
Aging Administration						
Personal Services	1,511,128	1,738,547	1,758,110	1,860,172	121,625	7.0%
Operating Supplies	232,642	336,540	348,443	339,580	3,040	0.9%
Professional Services	76,608	83,365	78,560	77,300	(6,065)	-7.3%
Communications	24,411	30,000	30,000	28,000	(2,000)	-6.7%
Transportation	21,229	32,930	31,490	29,290	(3,640)	-11.1%
Miscellaneous	5,479	5,211	5,211	5,211	0	0.0%
Equipment	19,312	10,000	13,400	13,400	3,400	34.0%
Other - Lease Payments	16,812	16,684	16,684	16,684	0	0.0%
Aging Administration	1,907,621	2,253,277	2,281,898	2,369,637	116,360	5.2%
Grants - Aging						
Personal Services	796,120	809,536	840,014	906,487	96,951	12.0%
Operating Supplies	291,385	192,700	196,694	169,267	(23,433)	-12.2%
Professional Services	131,914	109,381	148,253	135,223	25,842	23.6%
Communications	708	699	924	924	225	32.2%
Transportation	10,750	23,203	20,114	19,993	(3,210)	-13.8%
Insurance	1,646	1,225	1,671	1,671	446	36.4%
Miscellaneous	2,050	1,534	2,970	1,334	(200)	-13.0%
Equipment	3,905	0	4,155	4,155	4,155	100.0%
Grants - Aging	1,238,478	1,138,278	1,214,795	1,239,054	100,776	8.9%
Human Services-Admin Grants						
Personal Services	85,828	136,058	108,158	106,303	(29,755)	-21.9%
Operating Supplies	194	1,258	1,998	1,998	740	58.8%
Professional Services	307	5,586	5,586	7,441	1,855	33.2%
Miscellaneous	0	200	200	200	0	0.0%
Human Services-Admin Grants	86,329	143,102	115,942	115,942	(27,160)	-19.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
Community Services						
Personal Services	328,193	354,238	354,238	365,981	11,743	3.3%
Operating Supplies	2,062	6,361	6,361	4,900	(1,461)	-23.0%
Professional Services	11,588	5,172	5,172	4,672	(500)	-9.7%
Communications	2,972	3,500	3,500	3,350	(150)	-4.3%
Transportation	2,658	2,000	2,000	1,650	(350)	-17.5%
Rentals	(440)	335	335	335	0	0.0%
Miscellaneous	148,640	150,550	150,550	148,550	(2,000)	-1.3%
Community Services	495,673	522,156	522,156	529,438	7,282	1.4%
Human Relations Commission						
Operating Supplies	0	250	250	250	0	0.0%
Professional Services	0	1,400	1,400	1,400	0	0.0%
Miscellaneous	0	200	200	200	0	0.0%
Human Relations Commission	0	1,850	1,850	1,850	0	0.0%
Commission for Women						
Operating Supplies	182	765	765	765	0	0.0%
Professional Services	100	5,335	5,335	5,335	0	0.0%
Rentals	0	400	400	400	0	0.0%
Miscellaneous	326	500	500	500	0	0.0%
Commission for Women	608	7,000	7,000	7,000	0	0.0%
Non-Profits - Aging & Human Services						
Miscellaneous (Operating Allocation)	787,677	785,677	785,677	785,377	(300)	0.0%
Non-Profits - Aging & Human Services	787,677	785,677	785,677	785,377	(300)	0.0%
Grants - Human Services (Non-Administration)						
Professional Services	292,459	331,718	531,718	531,718	200,000	60.3%
Grant - Other Human Services (445)	86,751	0	0	0	0	0.0%
Grants - Human Services (Non-Admin.)	379,210	331,718	531,718	531,718	200,000	60.3%
Total - Aging & Human Services	4,895,596	5,183,058	5,461,036	5,580,016	396,958	7.7%
County Attorney						
Personal Services	795,093	837,432	837,432	881,409	43,977	5.3%
Operating Supplies	35,889	38,890	43,038	43,038	4,148	10.7%
Professional Services	41,554	139,649	136,301	136,301	(3,348)	-2.4%
Communications	2,630	4,100	3,300	3,300	(800)	-19.5%
Transportation	130	600	600	600	0	0.0%
Miscellaneous	15,720	24,620	24,620	24,620	0	0.0%
Equipment	3,166	0	0	0	0	0.0%
Total - County Attorney	894,182	1,045,291	1,045,291	1,089,268	43,977	4.2%
Economic Development						
Administration/Office of the Director						
Personal Services	311,384	398,623	398,623	416,163	17,540	4.4%
Operating Supplies	4,642	12,060	12,060	12,060	0	0.0%
Professional Services	2,235	4,100	4,100	2,900	(1,200)	-29.3%
Communications	6,509	14,400	14,400	12,900	(1,500)	-10.4%
Transportation	686	3,360	3,360	2,360	(1,000)	-29.8%
Rentals	153	168	168	168	0	0.0%
Miscellaneous	4,039	9,200	9,200	9,200	0	0.0%
Equipment	480	0	0	0	0	0.0%
Administration/Office of the Director	330,128	441,911	441,911	455,751	13,840	3.1%
Tourism Development						
Professional Services	430,937	400,194	400,194	400,194	0	0.0%
Tourism Development	430,937	400,194	400,194	400,194	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
Economic Development - Continued						
Agriculture & Seafood Development						
Personal Services	355,488	377,507	377,507	400,291	22,784	6.0%
Operating Supplies	1,843	8,042	8,042	8,042	0	0.0%
Transportation	0	508	508	508	0	0.0%
Miscellaneous	1,468	4,431	4,431	4,431	0	0.0%
Agriculture & Seafood Development	358,799	390,488	390,488	413,272	22,784	5.8%
Business Development						
Personal Services	207,843	278,627	278,627	299,865	21,238	7.6%
Operating Supplies	40,464	46,328	63,369	63,369	17,041	36.8%
Professional Services	49,240	76,447	128,947	111,447	35,000	45.8%
Transportation	402	1,000	1,000	1,000	0	0.0%
Rentals	6,035	6,440	6,440	6,440	0	0.0%
Miscellaneous	18,172	42,495	94,694	148,944	106,449	250.5%
Equipment & Furniture	4,203	0	0	0	0	0.0%
Business Development	326,359	451,337	573,077	631,065	179,728	39.8%
Non-Profits - Economic Development						
Miscellaneous-Economic Development	12,500	12,500	12,500	12,500	0	0.0%
Miscellaneous-Economic Development Conser	51,330	51,330	51,330	55,580	4,250	8.3%
Miscellaneous-Post Secondary Education	9,675	9,675	9,675	9,675	0	0.0%
Miscellaneous-Primary & Secondary Education	25,000	25,000	25,000	25,000	0	0.0%
Non-Profits - Economic Development	98,505	98,505	98,505	102,755	4,250	4.3%
Grants						
Miscellaneous	416,524	0	0	0	0	0.0%
Grants	416,524	0	0	0	0	0.0%
Total - Economic Development	1,961,252	1,782,435	1,904,175	2,003,037	220,602	12.4%
Finance						
Administration/Budget						
Personal Services	689,450	725,620	725,620	732,921	7,301	1.0%
Operating Supplies	11,930	22,000	22,000	16,575	(5,425)	-24.7%
Professional Services	5,337	8,980	8,980	8,980	0	0.0%
Communications	12,819	14,200	14,200	14,200	0	0.0%
Transportation	13	1,000	1,000	300	(700)	-70.0%
Miscellaneous	1,360	4,500	4,500	4,100	(400)	-8.9%
Administration/Budget	720,909	776,300	776,300	777,076	776	0.1%
Accounting						
Personal Services	709,365	758,775	758,775	817,617	58,842	7.8%
Operating Supplies	4,417	8,000	8,000	6,150	(1,850)	-23.1%
Professional Services	928	1,000	1,000	1,000	0	0.0%
Transportation	139	400	400	400	0	0.0%
Miscellaneous	1,195	5,500	5,500	5,000	(500)	-9.1%
Equipment	9,316	0	0	0	0	0.0%
Accounting	725,360	773,675	773,675	830,167	56,492	7.3%
Auditing						
Professional Services	38,500	50,000	50,000	50,000	0	0.0%
Auditing	38,500	50,000	50,000	50,000	0	0.0%
Procurement						
Personal Services	348,427	377,275	377,275	421,079	43,804	11.6%
Operating Supplies	2,224	3,750	3,750	2,555	(1,195)	-31.9%
Communications	531	1,000	1,000	624	(376)	-37.6%
Transportation	0	200	200	0	(200)	-100.0%
Miscellaneous	1,475	1,500	1,500	1,500	0	0.0%
Procurement	352,657	383,725	383,725	425,758	42,033	11.0%
Total - Finance	1,837,426	1,983,700	1,983,700	2,083,001	99,301	5.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
Technology						
Personal Services	2,077,661	2,257,507	2,385,627	2,526,135	268,628	11.9%
Operating Supplies	959,243	1,085,177	1,280,869	1,275,869	190,692	17.6%
Professional Services	103,992	225,116	237,891	173,958	(51,158)	-22.7%
Communications	155,036	123,002	123,002	122,832	(170)	-0.1%
Transportation	801	1,200	1,200	1,200	0	0.0%
Rentals	96	1,000	1,000	150	(850)	-85.0%
Miscellaneous	718	2,200	2,200	1,000	(1,200)	-54.5%
Equipment	496,349	284,799	233,035	233,035	(51,764)	-18.2%
Other - Lease Payments	0	5,750	5,750	5,750	0	0.0%
Grant	134,812	200,000	300,000	300,000	100,000	50.0%
Total - Technology	3,928,708	4,185,751	4,570,574	4,639,929	454,178	10.9%
Human Resources						
Human Resources						
Personal Services	644,587	698,105	726,259	728,946	30,841	4.4%
Operating Supplies	93,386	94,110	94,110	94,110	0	0.0%
Professional Services	54,350	48,856	49,386	94,986	46,130	94.4%
Communications	4,009	4,850	4,850	4,850	0	0.0%
Transportation	132	800	500	500	(300)	-37.5%
Miscellaneous	131,692	157,383	232,235	232,235	74,852	47.6%
Equipment	1,353	0	0	0	0	0.0%
Human Resources	929,509	1,004,104	1,107,340	1,155,627	151,523	15.1%
Risk Management						
Personal Services	37,549	52,199	52,199	68,409	16,210	31.1%
Operating Supplies	16,260	2,260	2,265	2,265	5	0.2%
Professional Services	810	2,500	2,500	2,500	0	0.0%
Transportation	0	100	100	100	0	0.0%
Insurance	600,547	716,521	747,921	747,921	31,400	4.4%
Miscellaneous	2,210	2,235	2,235	2,235	0	0.0%
Risk Management	657,376	775,815	807,220	823,430	47,615	6.1%
Commission for the Disabled						
Operating Supplies	0	600	600	600	0	0.0%
Professional Services	950	1,700	1,700	1,700	0	0.0%
Commission for the Disabled	950	2,300	2,300	2,300	0	0.0%
Grants						
Operating Supplies	12,990	0	0	0	0	0.0%
Miscellaneous	4,842	0	0	0	0	0.0%
Grants	17,832	0	0	0	0	0.0%
Total - Human Resources	1,605,667	1,782,219	1,916,860	1,981,357	199,138	11.2%
Land Use & Growth Management (LUGM)						
Administration						
Personal Services	705,306	825,067	825,067	873,175	48,108	5.8%
Operating Supplies	27,896	47,780	45,880	36,550	(11,230)	-23.5%
Professional Services	14,533	24,428	26,328	22,900	(1,528)	-6.3%
Communications	12,492	16,320	16,320	16,320	0	0.0%
Transportation	97	1,500	1,500	900	(600)	-40.0%
Rentals	156	200	200	200	0	0.0%
Miscellaneous	575	3,300	3,300	1,100	(2,200)	-66.7%
Equipment	2,863	0	0	0	0	0.0%
Administration	763,918	918,595	918,595	951,145	32,550	3.5%
Comprehensive Planning						
Personal Services	266,064	314,498	314,498	406,759	92,261	29.3%
Operating Supplies	72	2,145	2,145	600	(1,545)	-72.0%
Professional Services	2,130	2,309	2,644	2,200	(109)	-4.7%
Transportation	28	900	750	550	(350)	-38.9%
Rentals	0	185	0	0	(185)	-100.0%
Miscellaneous	289	3,315	3,315	1,000	(2,315)	-69.8%
Lease Payments	19,256	19,360	19,360	19,360	0	0.0%
Comprehensive Planning	287,839	342,712	342,712	430,469	87,757	25.6%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 APPROVED AMOUNT	PERCENT
Land Use & Growth Management (LUGM) - Continued						
Development Services						
Personal Services	307,161	423,010	322,796	446,654	23,644	5.6%
Operating Supplies	11	1,200	1,200	900	(300)	-25.0%
Transportation	108	500	500	400	(100)	-20.0%
Miscellaneous	519	2,700	2,700	1,000	(1,700)	-63.0%
Development Services	307,799	427,410	327,196	448,954	21,544	5.0%
Zoning Administration						
Personal Services	200,846	319,290	319,290	245,113	(74,177)	-23.2%
Operating Supplies	130	4,100	4,100	475	(3,625)	-88.4%
Transportation	0	100	100	0	(100)	-100.0%
Miscellaneous	80	3,140	3,140	1,240	(1,900)	-60.5%
Zoning Administration	201,056	326,630	326,630	246,828	(79,802)	-24.4%
Planning Commission						
Personal Services	23,014	23,645	23,645	23,947	302	1.3%
Transportation	0	300	252	0	(300)	-100.0%
Miscellaneous	1,025	2,418	2,466	1,166	(1,252)	-51.8%
Planning Commission	24,039	26,363	26,363	25,113	(1,250)	-4.7%
Boards and Commissions						
Personal Services	16,472	16,518	16,518	16,727	209	1.3%
Transportation	0	300	252	125	(175)	-58.3%
Miscellaneous	1,018	2,818	2,866	1,866	(952)	-33.8%
Boards and Commissions	17,490	19,636	19,636	18,718	(918)	-4.7%
Historical Preservation						
Operating Supplies	28	2,200	2,200	1,400	(800)	-36.4%
Professional Services	0	100	100	0	(100)	-100.0%
Transportation	65	200	200	0	(200)	-100.0%
Miscellaneous	565	930	930	930	0	0.0%
Historical Preservation	658	3,430	3,430	2,330	(1,100)	-32.1%
Permit Services						
Personal Services	264,461	333,789	333,789	345,320	11,531	3.5%
Operating Supplies	0	1,000	1,000	400	(600)	-60.0%
Professional Services	0	1,350	1,350	50	(1,300)	-96.3%
Transportation	28	200	200	0	(200)	-100.0%
Miscellaneous	184	1,400	1,400	400	(1,000)	-71.4%
Permit Services	264,673	337,739	337,739	346,170	8,431	2.5%
Inspections & Compliance						
Personal Services	364,450	378,854	378,854	405,671	26,817	7.1%
Operating Supplies	3,770	5,850	5,850	5,150	(700)	-12.0%
Professional Services	4,401	31,320	31,320	12,500	(18,820)	-60.1%
Transportation	4,428	10,100	10,100	10,000	(100)	-1.0%
Miscellaneous	240	2,890	2,890	240	(2,650)	-91.7%
Other - Lease Payments	19,415	19,520	19,520	19,520	0	0.0%
Inspections & Compliance	396,704	448,534	448,534	453,081	4,547	1.0%
Board of Electrical Examiners						
Operating Supplies	685	1,400	1,400	700	(700)	-50.0%
Professional Services	11,560	12,000	12,000	12,000	0	0.0%
Communications	62	300	300	300	0	0.0%
Transportation	0	350	350	350	0	0.0%
Miscellaneous	750	250	250	100	(150)	-60.0%
Board of Electrical Examiners	13,057	14,300	14,300	13,450	(850)	-5.9%
Building Code Appeals Board						
Operating Supplies	0	2,800	2,800	0	(2,800)	-100.0%
Miscellaneous	7	100	100	0	(100)	-100.0%
Building Code Appeals Board	7	2,900	2,900	0	(2,900)	-100.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
Land Use & Growth Management (LUGM) - Continued						
Commission on the Environment						
Operating Supplies	26	1,525	1,525	300	(1,225)	-80.3%
Communications	0	50	50	50	0	0.0%
Rentals	0	400	400	0	(400)	-100.0%
Miscellaneous	0	500	500	0	(500)	-100.0%
Commission on the Environment	26	2,475	2,475	350	(2,125)	-85.9%
Plumbing & Gas Board						
Operating Supplies	0	1,700	1,700	0	(1,700)	-100.0%
Communications	0	50	50	50	0	0.0%
Plumbing & Gas Board	0	1,750	1,750	50	(1,700)	-97.1%
Grants						
Operating Supplies	18,710	0	0	0	0	0.0%
Miscellaneous	0	2,000	2,000	2,000	0	0.0%
Grants	18,710	2,000	2,000	2,000	0	0.0%
Total - Land Use & Growth Management	2,295,976	2,874,474	2,774,260	2,938,658	64,184	2.2%
Public Works & Transportation (DPW&T)						
Administration						
Personal Services	345,355	372,225	372,225	384,398	12,173	3.3%
Operating Supplies	5,398	9,905	9,905	8,922	(983)	-9.9%
Professional Services	2,834	2,800	2,822	2,822	22	0.8%
Communications	12,168	6,740	6,990	6,990	250	3.7%
Transportation	128	175	175	130	(45)	-25.7%
Miscellaneous	1,696	3,100	3,100	3,100	0	0.0%
Administration	367,579	394,945	395,217	406,362	11,417	2.9%
Engineering Services						
Personal Services	906,586	972,589	972,589	1,005,972	33,383	3.4%
Operating Supplies	3,500	7,921	7,921	7,621	(300)	-3.8%
Professional Services	280	2,526	2,776	2,075	(451)	-17.9%
Transportation	606	750	500	500	(250)	-33.3%
Miscellaneous	3,808	1,715	1,715	1,715	0	0.0%
Equipment	165	0	0	0	0	0.0%
Engineering Services	914,945	985,501	985,501	1,017,883	32,382	3.3%
Development Review						
Personal Services	211,073	279,966	279,966	273,354	(6,612)	-2.4%
Operating Supplies	819	1,900	1,250	675	(1,225)	-64.5%
Professional Services	6,485	23,925	11,963	0	(23,925)	-100.0%
Transportation	0	200	100	40	(160)	-80.0%
Miscellaneous	143	475	475	250	(225)	-47.4%
Development Review	218,520	306,466	293,754	274,319	(32,147)	-10.5%
Construction & Inspections						
Personal Services	543,962	561,416	641,025	614,615	53,199	9.5%
Operating Supplies	2,763	6,521	15,171	4,796	(1,725)	-26.5%
Professional Services	143,459	221,745	221,595	221,495	(250)	-0.1%
Communications	3,679	3,620	4,420	4,420	800	22.1%
Transportation	10,350	13,500	13,500	13,500	0	0.0%
Equipment	44,537	0	11,500	0	0	0.0%
Construction & Inspections	748,750	806,802	907,211	858,826	52,024	6.4%
County Highways						
Personal Services	2,932,533	3,476,195	3,476,195	3,707,728	231,533	6.7%
Operating Supplies	71,960	77,618	77,618	65,568	(12,050)	-15.5%
Professional Services	77,060	188,041	263,041	248,041	60,000	31.9%
Communications	6,086	11,280	11,280	7,000	(4,280)	-37.9%
Transportation	162,588	187,050	187,050	187,050	0	0.0%
Public Utility Service	79,863	104,398	104,398	104,398	0	0.0%
Rentals	7,674	30,000	30,000	30,000	0	0.0%
Snow Removal	171,583	254,750	254,750	254,750	0	0.0%
Miscellaneous	304,860	216,890	216,890	216,890	0	0.0%
Equipment	39,997	0	18,180	1,155,000	1,155,000	100.0%
Other - Lease Payment	578,599	391,642	709,042	391,642	0	0.0%
County Highways	4,432,803	4,937,864	5,348,444	6,368,067	1,430,203	29.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
DPW & T - Continued						
MS4 Program						
Personal Services	228,164	264,101	437,547	382,920	118,819	45.0%
Operating Supplies	0	1,675	7,175	3,025	1,350	80.6%
Professional Services	84,225	281,300	610,980	368,980	87,680	31.2%
Communications	61	1,320	1,320	9,135	7,815	592.0%
Transportation	0	2,000	2,000	2,000	0	0.0%
Miscellaneous Services	316	6,923	7,588	6,923	0	0.0%
Equipment	0	0	29,900	55,000	55,000	0.0%
Other - Lease Payment	0	10,120	22,770	10,120	0	0.0%
MS4 Program	312,766	567,439	1,119,280	838,103	270,664	47.7%
Mailroom/Messenger Services						
Personal Services	101,193	110,942	110,942	119,020	8,078	7.3%
Operating Supplies	499	1,710	1,560	1,360	(350)	-20.5%
Professional Services	0	0	2,100	0	0	0.0%
Communications	5,530	800	800	800	0	0.0%
Transportation	1,113	1,000	1,200	1,200	200	20.0%
Rentals	10,707	16,400	16,400	16,400	0	0.0%
Mailroom/Messenger Services	119,042	130,852	133,002	138,780	7,928	6.1%
Vehicle Maintenance Shop						
Personal Services	863,597	941,777	941,777	1,026,497	84,720	9.0%
Operating Supplies	42,329	53,072	53,072	51,372	(1,700)	-3.2%
Professional Services	41,849	33,000	67,000	67,000	34,000	103.0%
Communications	1,651	2,220	2,000	2,000	(220)	-9.9%
Transportation	517,984	500,000	499,000	499,000	(1,000)	-0.2%
Equipment & Furniture	30,979	0	0	0	0	0.0%
Other - Lease Payment	71,724	40,264	40,264	40,264	0	0.0%
Vehicle Maintenance Shop	1,570,113	1,570,333	1,603,113	1,686,133	115,800	7.4%
Non-Public School Bus Transportation						
Personal Services	83,683	90,109	90,109	96,183	6,074	6.7%
Operating Supplies	2,601	4,500	3,550	3,250	(1,250)	-27.8%
Professional Services	2,061,434	2,232,686	2,614,804	2,614,804	382,118	17.1%
Communications	10,409	13,000	13,000	13,000	0	0.0%
Transportation	0	25	25	0	(25)	-100.0%
Equipment	2,678	0	0	0	0	0.0%
Insurance	29,772	34,308	34,458	34,458	150	0.4%
Miscellaneous	0	150	150	0	(150)	-100.0%
Non-Public School Bus Transportation	2,190,577	2,374,778	2,756,096	2,761,695	386,917	16.3%
St. Mary's County Airport						
Personal Services	97,859	105,293	123,415	48,574	(56,719)	-53.9%
Operating Supplies	2,806	7,800	1,510	1,410	(6,390)	-81.9%
Professional Services	11,433	49,611	38,672	38,672	(10,939)	-22.0%
Communications	2,219	2,600	2,650	2,600	0	0.0%
Transportation	209	525	525	525	0	0.0%
Public Utility Service	7,329	5,000	7,500	10,000	5,000	100.0%
Miscellaneous	275	2,000	500	500	(1,500)	-75.0%
Equipment & Furniture	1,774	0	16,343	16,343	16,343	0.0%
Lease Payments	12,861	12,750	12,750	12,750	0	0.0%
St Mary's County Airport	136,765	185,579	203,865	131,374	(54,205)	-29.2%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
DPW & T - Continued						
Grants (<i>principally STS</i>)						
Personal Services	1,999,927	2,305,029	2,305,029	2,181,056	(123,973)	-5.4%
Operating Supplies	20,578	126,718	126,718	196,318	69,600	54.9%
Professional Services	32,214	24,769	24,769	24,769	0	0.0%
Communications	4,155	4,175	4,175	4,175	0	0.0%
Transportation	400,209	497,671	497,671	557,974	60,303	12.1%
Public Utility Service	9,523	0	0	0	0	0.0%
Repairs and Maintenance	949	0	0	0	0	0.0%
Insurance	43,312	55,000	55,000	49,070	(5,930)	-10.8%
Miscellaneous	5,416	11,165	11,165	11,165	0	0.0%
Equipment	390,077	4,000	4,000	4,000	0	0.0%
Grants (<i>principally STS</i>)	2,906,360	3,028,527	3,028,527	3,028,527	0	0.0%
Building Services						
Personal Services	1,730,178	2,008,073	2,157,196	2,127,769	119,696	6.0%
Operating Supplies	109,334	126,763	135,463	125,892	(871)	-0.7%
Professional Services	251,888	278,204	305,624	305,624	27,420	9.9%
Communications	26,091	24,451	24,451	24,380	(71)	-0.3%
Transportation	27,970	36,000	164,618	36,000	0	0.0%
Public Utility Service	1,349,836	1,490,919	1,513,579	1,565,499	74,580	5.0%
Repairs and Maintenance	90,932	101,609	101,609	101,609	0	0.0%
Rentals	0	2,352	2,352	2,352	0	0.0%
Equipment	4,620	0	0	35,000	35,000	100.0%
Other - Lease Payment	60,711	63,629	83,639	63,629	0	0.0%
Grants	4,312	0	0	0	0	0.0%
Building Services	3,655,872	4,132,000	4,488,531	4,387,754	255,754	6.2%
Total - Public Works & Transportation	17,574,092	19,421,086	21,262,541	21,897,823	2,476,737	12.8%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
Recreation & Parks						
Administration						
Personal Services	1,169,890	1,237,048	1,237,048	1,257,724	20,676	1.7%
Operating Supplies	10,451	11,650	11,650	11,150	(500)	-4.3%
Professional Services	3,691	4,000	4,000	4,000	0	0.0%
Communications	4,414	4,600	4,600	4,100	(500)	-10.9%
Transportation	2,403	2,400	3,200	3,200	800	33.3%
Miscellaneous	5,556	8,200	14,040	14,040	5,840	71.2%
Other - Lease Payments	15,024	15,075	9,550	9,550	(5,525)	-36.7%
Administration	1,211,429	1,282,973	1,284,088	1,303,764	20,791	1.6%
Parks Maintenance						
Personal Services	1,251,069	1,456,340	1,489,684	1,565,352	109,012	7.5%
Operating Supplies	38,651	60,850	66,950	65,150	4,300	7.1%
Professional Services	66,700	68,783	78,783	73,506	4,723	6.9%
Communications	5,397	5,400	5,400	5,400	0	0.0%
Transportation	34,348	31,485	36,235	31,485	0	0.0%
Public Utility Service	116,109	135,600	135,600	139,050	3,450	2.5%
Repairs and Maintenance	413,639	341,281	360,181	350,181	8,900	2.6%
Rentals	60,721	58,090	56,090	56,090	(2,000)	-3.4%
Miscellaneous	3,090	9,515	9,515	8,840	(675)	-7.1%
Equipment	26,218	10,000	115,220	434,000	424,000	4240.0%
Other - Lease Payments	26,742	19,535	97,735	19,535	0	0.0%
Parks Maintenance	2,042,684	2,196,879	2,451,393	2,748,589	551,710	25.1%
Non-Profits - Recreation & Parks						
Miscellaneous (Operating Allocation)	131,200	135,600	135,600	138,200	2,600	1.9%
Non-Profits - Recreation & Parks	131,200	135,600	135,600	138,200	2,600	1.9%
Grants						
Personal Services	1,107	1,278	1,184	1,184	(94)	-7.4%
Professional Services	1,731	1,894	6,988	6,988	5,094	269.0%
Public Utility Service	424	231	231	231	0	0.0%
Repairs & Maintenance	5,246	0	5,000	5,000	5,000	100.0%
Rentals	14,038	16,597	16,597	16,597	0	0.0%
Miscellaneous	5,000	5,000	5,000	5,000	0	0.0%
Grants Division	27,546	25,000	35,000	35,000	10,000	40.0%
Museum Division						
Personal Services	480,191	562,808	582,483	623,267	60,459	10.7%
Operating Supplies	21,062	23,100	25,000	23,000	(100)	-0.4%
Professional Services	15,364	15,593	17,500	17,500	1,907	12.2%
Communications	6,934	7,700	7,500	7,500	(200)	-2.6%
Transportation	7,869	7,025	6,515	6,515	(510)	-7.3%
Public Utility Service	29,592	33,200	40,700	40,700	7,500	22.6%
Repairs & Maintenance	850	8,655	5,608	30,608	21,953	253.6%
Rentals	0	800	500	0	(800)	-100.0%
Insurance	5,715	5,100	5,100	5,100	0	0.0%
Miscellaneous	1,711	3,800	4,550	3,000	(800)	-21.1%
Equipment	1,433	1,000	1,000	1,000	0	0.0%
Other - Lease Payments	5,541	5,525	5,525	5,525	0	0.0%
Museum Division	576,262	674,306	701,981	763,715	89,409	13.3%
Chancellor's Run Regional Park						
Operating Supplies	14,854	16,954	17,154	17,154	200	1.2%
Professional Services	31,226	38,000	38,000	38,000	0	0.0%
Transportation	866	800	1,200	1,200	400	50.0%
Repairs and Maintenance	9,899	13,300	13,800	13,300	0	0.0%
Equipment & Furniture	21,359	0	30,500	0	0	0.0%
Chancellor's Run Reg. Park	78,204	69,054	100,654	69,654	600	0.9%
Total - Recreation & Parks	4,067,325	4,383,812	4,708,716	5,058,922	675,110	15.4%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
Emergency Services						
Emergency Communications Center						
Personal Services	2,803,295	3,136,318	3,300,677	3,418,399	282,081	9.0%
Operating Supplies	38,532	48,981	52,571	49,171	190	0.4%
Professional Services	30,042	49,450	46,750	49,450	0	0.0%
Communications	90,388	340,436	344,536	340,536	100	0.0%
Transportation	465	4,300	4,300	4,300	0	0.0%
Miscellaneous	6,463	10,500	10,500	12,500	2,000	19.0%
Equipment	3,874	0	8,000	45,000	45,000	0.0%
Other - Lease Payment	0	9,430	19,780	9,430	0	0.0%
Emergency Communications Center	2,973,059	3,599,415	3,787,114	3,928,786	329,371	9.2%
Emergency Radio Communications						
Personal Services	171,075	211,159	224,462	254,728	43,569	20.6%
Operating Supplies	11,825	27,850	27,850	27,800	(50)	-0.2%
Professional Services	806,896	850,235	868,632	868,632	18,397	2.2%
Communications	739	2,300	1,000	800	(1,500)	-65.2%
Transportation	1,917	4,000	4,000	4,000	0	0.0%
Rentals	33,568	35,180	36,223	36,223	1,043	3.0%
Miscellaneous	980	0	2,000	2,000	2,000	0.0%
Equipment	47,762	32,500	143,315	52,455	19,955	61.4%
Other - Lease Payments	175,876	180,525	180,525	180,525	0	0.0%
Emergency Radio Communications	1,250,638	1,343,749	1,488,007	1,427,163	83,414	6.2%
Emergency Management						
Personal Services	295,289	461,535	492,725	483,091	21,556	4.7%
Operating Supplies	16,996	35,311	65,051	60,140	24,829	70.3%
Professional Services	8,887	31,600	43,800	42,300	10,700	33.9%
Communications	20,398	27,500	26,000	26,000	(1,500)	-5.5%
Transportation	5,257	10,000	10,000	10,000	0	0.0%
Miscellaneous	24,343	14,000	90,000	35,500	21,500	153.6%
Equipment	38,031	0	0	0	0	0.0%
Other - Lease Payments	17,164	11,813	11,813	11,813	0	0.0%
Emergency Management	426,365	591,759	739,389	668,844	77,085	13.0%
Animal Control						
Personal Services	407,892	429,383	580,833	476,076	46,693	10.9%
Operating Supplies	12,190	14,700	91,068	15,650	950	6.5%
Professional Services	487,859	550,050	573,842	570,200	20,150	3.7%
Communications	4,334	4,200	4,200	4,200	0	0.0%
Transportation	13,533	27,500	27,709	27,500	0	0.0%
Miscellaneous	50	250	10,501	250	0	0.0%
Equipment	0	0	23,550	40,000	40,000	100.0%
Other - Lease Payments	12,812	12,890	31,290	12,890	0	0.0%
Animal Control	938,670	1,038,973	1,342,993	1,146,766	107,793	10.4%
Grants						
Personal Services	1,475,860	0	80,213	85,334	85,334	0.0%
Operating Supplies	593,281	28,500	39,826	39,826	11,326	39.7%
Professional Services	1,048,827	348,668	403,824	403,824	55,156	15.8%
Communications	1,007	0	0	0	0	0.0%
Transportation	583	0	0	0	0	0.0%
Rentals	53,837	0	0	0	0	0.0%
Miscellaneous - American Rescue Act	538,463	0	2,000	11,107,356	11,107,356	100.0%
Equipment	686,872	662,832	856,787	851,666	188,834	28.5%
Grants (Equip.,Recov-Princ FEMA &	4,398,730	1,040,000	1,382,650	12,488,006	11,448,006	1100.8%
Total - Emergency Services	9,987,462	7,613,896	8,740,153	19,659,565	12,045,669	158.2%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
ELECTED OFFICIALS						
Circuit Court						
Administration						
Personal Services	828,262	983,159	1,000,111	989,435	6,276	0.6%
Operating Supplies	24,153	32,585	32,585	32,585	0	0.0%
Professional Services	36,757	49,800	49,500	49,500	(300)	-0.6%
Communications	17,547	22,300	24,800	24,800	2,500	11.2%
Transportation	606	3,000	3,000	3,000	0	0.0%
Miscellaneous	21,039	48,550	63,550	63,550	15,000	30.9%
Equipment	57,255	0	7,500	7,500	7,500	100.0%
Administration	985,619	1,139,394	1,181,046	1,170,370	30,976	2.7%
Law Library						
Operating Supplies	26,654	40,850	40,850	40,850	0	0.0%
Equipment	1,482	0	0	0	0	0.0%
Law Library	28,136	40,850	40,850	40,850	0	0.0%
Grants						
Personal Services	362,343	323,133	352,010	315,779	(7,354)	-2.3%
Operating Supplies	1,137	2,508	1,872	1,050	(1,458)	-58.1%
Professional Services	248,656	376,690	422,539	459,592	82,902	22.0%
Communications	480	2,310	990	990	(1,320)	-57.1%
Transportation	70	400	276	276	(124)	-31.0%
Miscellaneous	7,344	13,000	10,000	10,000	(3,000)	-23.1%
Equipment	234,671	0	0	0	0	0.0%
Grants	854,701	718,041	787,687	787,687	69,646	9.7%
Total - Circuit Court	1,868,456	1,898,285	2,009,583	1,998,907	100,622	5.3%
Orphans' Court						
Personal Services	45,252	45,676	45,676	46,809	1,133	2.5%
Professional Services	350	350	350	350	0	0.0%
Operating Supplies	1,212	1,500	1,500	1,500	0	0.0%
Communications	1,959	1,992	1,992	1,992	0	0.0%
Miscellaneous	13,590	9,960	9,960	9,960	0	0.0%
Total - Orphans' Court	62,602	59,478	59,478	60,611	1,133	1.9%
Office of the Sheriff						
Law Enforcement						
Personal Services	24,014,367	28,996,910	31,461,861	30,591,138	1,594,228	5.5%
Operating Supplies	545,371	592,959	733,469	722,519	129,560	21.8%
Professional Services	257,452	297,942	419,782	394,782	96,840	32.5%
Communications	108,903	101,100	127,100	127,100	26,000	25.7%
Transportation	377,427	587,513	573,913	573,913	(13,600)	-2.3%
Rentals	65,933	73,170	73,170	73,170	0	0.0%
Miscellaneous	112,029	134,750	132,250	132,250	(2,500)	-1.9%
Equipment	476,310	94,397	437,322	1,887,553	1,793,156	1899.6%
Other - Lease Payments	959,234	774,054	1,127,232	774,054	0	0.0%
Law Enforcement	26,917,026	31,652,795	35,086,099	35,276,479	3,623,684	11.4%
Corrections						
Personal Services	9,663,572	11,633,817	13,176,636	13,368,552	1,734,735	14.9%
Operating Supplies	770,977	875,606	1,020,786	1,020,786	145,180	16.6%
Professional Services	1,125,971	1,188,412	1,288,415	1,288,415	100,003	8.4%
Communications	10,593	11,500	11,280	11,780	280	2.4%
Rentals	127,009	149,500	184,500	184,500	35,000	23.4%
Miscellaneous	1,059	12,991	13,491	12,991	0	0.0%
Equipment	99,345	0	337,020	374,029	374,029	0.0%
Other - Lease Payments	10,297	19,154	55,525	19,154	0	0.0%
Corrections	11,808,823	13,890,980	16,087,653	16,280,207	2,389,227	17.2%
Training						
Operating Supplies	73,842	120,570	145,770	145,770	25,200	20.9%
Miscellaneous	195,571	257,307	257,307	257,307	0	0.0%
Training	269,413	377,877	403,077	403,077	25,200	6.7%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
Office of the Sheriff - Continued						
Canine						
Operating Supplies	7,859	8,000	8,860	8,500	500	6.3%
Professional Services	15,283	17,400	16,900	17,260	(140)	-0.8%
Equipment	8,301	8,000	8,000	8,000	0	0.0%
Canine	31,443	33,400	33,760	33,760	360	1.1%
Court Security						
Personal Services	870,727	993,629	963,629	1,009,711	16,082	1.6%
Operating Supplies	1,435	1,300	1,540	1,540	240	18.5%
Court Security	872,162	994,929	965,169	1,011,251	16,322	1.6%
Grants						
Personal Services	937,048	961,223	1,223,324	1,160,883	199,660	20.8%
Operating Supplies	8,005	30,230	133,579	133,293	103,063	340.9%
Professional Services	203,987	313,052	1,050,115	1,050,299	737,247	235.5%
Communications	2,505	3,340	2,880	2,880	(460)	-13.8%
Transportation	7,096	10,600	14,600	87,480	76,880	725.3%
Rentals	6,860	6,900	6,900	6,900	0	0.0%
Miscellaneous	8,318	22,341	13,015	13,015	(9,326)	-41.7%
Equipment	24,714	51,112	44,778	44,778	(6,334)	-12.4%
Grants	1,198,533	1,398,798	2,489,191	2,499,528	1,100,730	78.7%
Total - Office of the Sheriff	41,097,400	48,348,779	55,064,949	55,504,302	7,155,523	14.8%
Office of the State's Attorney						
Judicial						
Personal Services	3,108,889	3,550,699	3,699,694	3,905,885	355,186	10.0%
Operating Supplies	75,167	73,426	91,230	88,730	15,304	20.8%
Professional Services	30,134	47,552	91,052	61,552	14,000	29.4%
Communications	10,375	14,855	13,855	13,855	(1,000)	-6.7%
Transportation	3,246	14,400	11,300	11,300	(3,100)	-21.5%
Rentals	201	300	100	100	(200)	-66.7%
Miscellaneous	18,792	38,000	23,000	23,000	(15,000)	-39.5%
Equipment	27,145	0	0	0	0	0.0%
Other	11,639	12,420	12,420	12,420	0	0.0%
Judicial	3,285,588	3,751,652	3,942,651	4,116,842	365,190	9.7%
Grants						
Personal Services	625,291	700,647	730,996	735,993	35,346	5.0%
Operating Supplies	5,677	6,991	6,991	6,991	0	0.0%
Professional Services	3,233	15,783	8,267	8,267	(7,516)	-47.6%
Communications	3,119	4,540	4,540	4,540	0	0.0%
Transportation	0	1,388	1,388	1,388	0	0.0%
Miscellaneous	1,616	24,143	21,678	18,546	(5,597)	-23.2%
Equipment	2,828	0	0	0	0	0.0%
Grants	641,764	753,492	773,860	775,725	22,233	3.0%
Total - Office of the State's Attorney	3,927,352	4,505,144	4,716,511	4,892,567	387,423	8.6%
Office of the County Treasurer						
Personal Services	440,610	473,270	473,270	500,716	27,446	5.8%
Operating Supplies	9,906	15,000	16,400	16,400	1,400	9.3%
Professional Services	1,023	1,500	1,500	1,500	0	0.0%
Communications	24,376	28,450	28,969	28,969	519	1.8%
Transportation	464	600	600	600	0	0.0%
Equipment	95	0	0	0	0	0.0%
Total - Office of the County Treasurer	476,474	518,820	520,739	548,185	29,365	5.7%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
STATE AGENCIES / INDEPENDENT BOARDS						
Department of Health						
Operating Allocation	2,408,389	2,617,478	3,415,750	2,858,407	240,929	9.2%
Personal Services	15,938	16,238	16,238	16,419	181	1.1%
Total - Department of Health	2,424,327	2,633,716	3,431,988	2,874,826	241,110	9.2%
Department of Agriculture						
Operating Allocation	65,500	91,000	91,000	91,000	0	0.0%
Total - Department of Agriculture	65,500	91,000	91,000	91,000	0	0.0%
Department of Social Services						
Operating Allocation	282,615	282,615	277,454	277,454	(5,161)	-1.8%
Personal Services	90,775	96,532	96,532	103,479	6,947	7.2%
Professional Services	5,200	6,500	6,500	6,500	0	0.0%
Grant	84,626	90,293	90,293	96,420	6,127	6.8%
Total - Department of Social Services	463,216	475,940	470,779	483,853	7,913	1.7%
Alcohol Beverage Board						
Personal Services	128,732	141,086	165,722	188,800	47,714	33.8%
Operating Supplies	2,289	9,305	6,790	6,790	(2,515)	-27.0%
Professional Services	10,000	18,500	27,000	27,000	8,500	45.9%
Communications	1,805	1,800	2,315	2,315	515	28.6%
Transportation	1,169	5,000	3,500	3,500	(1,500)	-30.0%
Miscellaneous	164,752	211,197	211,197	211,197	0	0.0%
Equipment	1,843	0	0	0	0	0.0%
Total - Alcohol Beverage Board	310,590	386,888	416,524	439,602	52,714	13.6%
Board of Elections						
Personal Services	52,063	57,548	57,548	68,294	10,746	18.7%
Operating Supplies	52,142	53,877	55,877	81,177	27,300	50.7%
Professional Services	839,446	1,169,550	1,285,345	1,380,345	210,795	18.0%
Communications	45,949	36,200	36,200	36,200	0	0.0%
Transportation	10,206	11,250	11,250	11,250	0	0.0%
Rentals	11,800	18,875	18,875	78,875	60,000	317.9%
Miscellaneous	6,136	11,260	11,260	11,260	0	0.0%
Total - Board of Elections	1,017,742	1,358,560	1,476,355	1,667,401	308,841	22.7%
University of Maryland Extension - St. Mary's Co.						
Operating Supplies	3,989	5,750	5,550	5,550	(200)	-3.5%
Professional Services	207,276	232,686	232,836	232,836	150	0.1%
Communications	3,935	4,000	4,050	4,050	50	1.3%
Transportation	21,000	21,000	21,000	21,000	0	0.0%
Public Utilities	3,260	4,100	4,100	4,100	0	0.0%
Rentals	600	1,500	1,500	1,500	0	0.0%
Insurance	266	266	266	266	0	0.0%
Miscellaneous	1,282	1,000	1,000	1,000	0	0.0%
Equipment	2,825	500	500	500	0	0.0%
Total - University of MD Extension-St. Mary's	244,433	270,802	270,802	270,802	0	0.0%
Ethics Commission						
Operating Supplies	0	183	183	183	0	0.0%
Professional Services	44	650	650	650	0	0.0%
Total - Ethics Commission	44	833	833	833	0	0.0%
St. Mary's County Forest Conservation Board						
Personal Services						
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	15,877	24,000	24,000	45,926	21,926	91.4%
Operating Allocation	53,517	57,497	79,423	57,497	0	0.0%
Total - Soil Conservation District	69,394	81,497	103,423	103,423	21,926	26.9%
So. MD Resource Conservation & Development						
Operating Allocation	13,300	13,300	15,300	15,300	2,000	15.0%
Total - Southern Maryland RC&D	13,300	13,300	15,300	15,300	2,000	15.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED 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	125,000	125,000	125,000	0	0.0%
Total - Tri-County Council for Southern Maryland	94,200	125,000	125,000	125,000	0	0.0%
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	452,580	452,580	452,580	452,580	0	0.0%
Total - SDAT - Leonardtown Office	452,580	452,580	452,580	452,580	0	0.0%
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	3,820,046	3,520,986	3,691,471	3,686,116	165,130	4.7%
Mid-Level Administration	16,891,499	17,478,820	17,658,666	17,643,294	164,474	0.9%
Instructional Salaries	81,246,713	83,479,956	85,833,307	85,699,403	2,219,447	2.7%
Instructional Textbooks & Supplies	4,946,809	4,321,543	4,260,093	4,765,520	443,977	10.3%
Other Instructional Costs	1,106,573	1,618,645	1,517,723	1,522,123	(96,522)	-6.0%
Special Education	19,440,245	19,505,104	19,931,976	19,931,311	426,207	2.2%
Student Personnel Services	1,237,325	1,285,145	1,446,606	1,447,331	162,186	12.6%
Student Health Services	2,480,589	2,565,990	2,692,888	2,695,864	129,874	5.1%
Student Transportation	16,996,686	18,148,833	18,770,627	18,974,012	825,179	4.5%
Operation of Plant	17,284,858	17,388,188	17,578,832	17,336,219	(51,969)	-0.3%
Maintenance of Plant	4,464,400	4,592,157	4,362,108	4,364,020	(228,137)	-5.0%
Fixed Charges	46,648,159	56,174,156	54,780,729	55,670,911	(503,245)	-0.9%
Capital Outlay	927,784	991,083	965,986	3,772,850	2,781,767	280.7%
Sub-Total - General Operations	217,491,686	231,070,606	233,491,012	237,508,974	6,438,368	2.8%
Funding other than County Appropriation						
Fund Balance - Used (generated)	5,934,870	6,118,680	75,072	7,569,062	1,450,382	23.7%
State, Federal, Other Revenue Sources	114,345,968	115,409,005	115,399,422	115,399,422	(9,583)	0.0%
County Funding - Board of Education						
BOE - Recurring - MOE	106,242,921	106,855,430	109,542,921	109,542,921	2,687,491	2.5%
BOE - Recurring - Additional Request		2,687,491	6,473,687	4,997,569	2,310,078	86.0%
BOE - Non-Recurring	400,000		1,999,910	0	0	0.0%
County Appropriation - BOE	106,642,921	109,542,921	118,016,518	114,540,490	4,997,569	4.6%
College of Southern Maryland						
Instructional	23,066,280	25,366,950	24,367,738	24,925,920	(441,030)	-1.7%
Research	325,761	420,699	424,204	326,750	(93,949)	-22.3%
Academic Support	7,252,507	6,519,901	6,249,536	6,412,744	(107,157)	-1.6%
Student Services	5,442,807	5,947,719	5,771,285	5,923,252	(24,467)	-0.4%
Plant	5,398,865	5,262,676	6,257,175	6,306,325	1,043,649	19.8%
Institutional Support	19,408,187	16,781,279	16,602,542	16,811,476	30,197	0.2%
Scholarships	250,012	257,007	1,157,007	257,007	0	0.0%
Sub-Total - General Operations	61,144,419	60,556,231	60,829,487	60,963,474	407,243	0.7%
Funding other than County Appropriation						
State, Federal, Other Revenue Sources	56,377,119	56,037,545	55,952,531	56,356,518	318,973	0.6%
County Appropriation	4,767,300	4,518,686	4,876,956	4,606,956	88,270	2.0%
County Appropriation - CSM	4,767,300	4,518,686	4,876,956	4,606,956	88,270	2.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2020	FY2021	FY2022	FY2022	INCREASE/(DECREASE)	
	ACTUAL	APPROVED	TOTAL REQUEST	APPROVED	OVER 2021 AMOUNT	APPROVED PERCENT
STATE AGENCIES / INDEPENDENT BOARDS - Continued						
Board of Library Trustees						
Lexington Park Library	928,854	917,554	954,103	1,052,491	134,937	14.7%
Leonardtown Library	918,911	908,950	964,075	849,839	(59,111)	-6.5%
Charlotte Hall Library	642,688	632,699	651,991	618,922	(13,777)	-2.2%
Administration	1,504,853	1,504,353	1,533,497	1,530,465	26,112	1.7%
Sub-Total - General Operations	3,995,306	3,963,556	4,103,666	4,051,717	88,161	2.2%
Funding other than County Appropriation						
Fund Balance - Used (Generated)	73,343	57,996	57,655	33,000	(24,996)	-43.1%
State, Federal, Other Revenue Sources	957,817	939,198	941,755	940,458	1,260	0.1%
County Appropriation	2,964,146	2,966,362	3,106,872	3,078,259	111,897	3.8%
County Appropriation - Library	2,964,146	2,966,362	3,106,872	3,078,259	111,897	3.8%
Other Budget Costs						
Appropriation Reserve	0	1,500,000	1,500,000	1,500,000	0	0.0%
Leonardtown Tax Rebate	43,487	43,446	44,461	44,461	1,015	2.3%
Employer Contributions - Retiree Health Benefits	3,706,715	3,600,000	4,062,000	3,900,000	300,000	8.3%
Employer Contributions - Unemployment	6,031	25,000	25,000	25,000	0	0.0%
Bank / GOB Costs	31,865	25,000	20,000	25,000	0	0.0%
Debt Service	13,059,991	12,539,808	15,004,640	14,918,169	2,378,361	19.0%
Total - Other Budget Costs	16,848,089	17,733,254	20,656,101	20,412,630	2,679,376	15.1%
Transfers & Reserves						
Pay-Go	12,989,427	4,680,000	0	7,266,193	2,586,193	55.3%
Reserve - Bond Rating	421,076	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
Total Transfers & Reserves	13,410,503	5,580,000	900,000	8,166,193	2,586,193	46.3%
TOTAL GENERAL FUND	\$247,658,359	\$253,211,723	\$272,562,753	\$288,664,540	\$35,452,817	14.00%

GENERAL FUND FY2022 & FOUR-YEAR PROJECTION (2023 - 2026)

(\$ IN THOUSANDS)	FY2022 APPROVED	FY2023 ESTIMATE	FY2024 ESTIMATE	FY2025 ESTIMATE	FY2026 ESTIMATE
Revenues					
Property Taxes	118,982	121,957	125,006	128,131	131,334
Income Taxes	120,751	124,034	127,383	130,823	134,355
Local Taxes	9,900	9,999	10,099	10,200	10,302
Highway User	1,683	1,700	1,717	1,734	1,751
Licenses and Permits	663	669	676	683	690
Charges for Services	3,700	3,737	3,775	3,812	3,850
Fines and Forfeitures	25	25	25	25	25
State/Federal Grants	21,353	21,558	10,661	10,874	11,092
Other Revenues	723	1,000	1,000	1,000	1,000
<i>Use of County Fund Balance</i>	10,885	0	0	0	0
REVENUES	288,665	284,679	280,342	287,282	294,399
Expenditures:					
Aging & Human Services	5,580	5,692	5,805	5,922	6,040
Information Technology	4,640	4,733	4,827	4,924	5,022
Public Works & Transportation	21,898	21,066	21,487	21,917	22,355
Recreation & Parks	5,059	4,813	4,910	5,008	5,108
Emergency Services	19,660	19,744	8,811	8,988	9,167
Other County Departments	11,292	11,518	11,749	11,984	12,223
Total, Departments	68,129	67,566	57,590	58,741	59,916
Office of the Sheriff	55,504	54,881	55,979	57,098	58,240
Office of the State's Attorney	4,893	4,990	5,090	5,192	5,296
Other Elected Officials	2,608	2,660	2,713	2,767	2,823
Total, Elected Officials	63,005	62,531	63,782	65,058	66,359
Department of Health	2,875	2,932	2,991	3,051	3,112
County Funds - Board of Ed	114,540	114,700	118,000	121,300	124,600
County Funds - College of Southern Maryland	4,607	4,699	4,793	4,889	4,987
County Funds - Board of Library Trustees	3,078	3,140	3,203	3,267	3,332
Other Boards and State Agencies	3,852	3,922	3,994	4,067	4,141
Total, Boards and State Agencies	128,952	129,393	132,980	136,573	140,172
Employer Contributions - Retiree Health Costs	3,900	4,235	4,420	4,615	4,824
Debt Service	14,918	13,325	15,794	16,078	16,694
Other Budget Costs	94	94	95	95	96
Total, Other Budget Costs	18,913	17,654	20,309	20,789	21,614
Transfers & Reserves	9,666	2,400	2,400	2,400	2,400
Total, Transfers & Reserves	9,666	2,400	2,400	2,400	2,400
EXPENDITURES	288,665	279,545	277,061	283,561	290,461
<i>DIFFERENCE REVENUE OVER (EXPENDITURES)</i>	0	5,134	3,281	3,721	3,939
<i>Operating Impacts FTE's</i>	-	13	-	-	-
<i>CIP Operating Impacts - In year started</i>	0	1,368	215	15	328
<i>CIP Operating Impacts - recurring</i>	0	1,368	1,583	1,599	1,926
<i>Amount available after Operating Impacts</i>	-	3,766	1,697	2,123	2,013

COUNTY DEPARTMENTS

- Program Description
- Goals
- Objectives
- 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.

GOALS

- Be responsible and accountable to the County's citizens.
- Provide effective and efficient services.
- Foster opportunities for future generations.
- Preserve the County's environment, heritage, and rural character.

OBJECTIVES

- Provide timely and accurate information to citizens while adhering to rigorous ethical and professional standards. The County Administrators Office will serve as a conduit for information by ensuring that public meetings and documents are accessible and distributed according to all applicable laws, regulations, and codes.
- Anticipate and respond to the needs of St. Mary's County in such a way that all citizens have access to county government services and agencies. County switchboards are maintained in the County Administrators Office, and calls are answered promptly. The St. Mary's County web portal provides a direct link for community members to submit inquiries directly to departments. County policy is that phone messages and queries receive and initial response within 24 business hours.

COUNTY COMMISSIONERS / ADMINISTRATOR

OBJECTIVES (continued)

- Provide sustainable economic opportunities that will ensure the continued growth of jobs, business opportunities, and fiscal security for the entire county. St. Mary's County Government is committed to developing growth opportunities for future generations by building new facilities, thereby creating new jobs to ensure our intellectual trust remains here. We will continue supporting our agricultural heritage with robust farmer's markets and protecting our coastline and waterways.
- The county will carefully and thoughtfully assess growth patterns and development, particularly in the protected areas of our woodlands and waterways. As buildings and projects are proposed, the county will remain steadfast in determining development progression by adhering to protective programs that keep growth and preservation in equal balance. County boards, committees, and commissioners will be key partners in the decision-making process.

OPERATING BUDGET

County Commissioners / County Administrator	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Legislative/County Commissioners	\$452,173	\$478,609	\$478,609	\$485,181
County Administrator	389,296	432,473	432,473	420,045
Public Information	<u>346,535</u>	<u>280,974</u>	<u>280,974</u>	<u>291,918</u>
Total Department	\$1,188,004	\$1,192,056	\$1,192,056	\$1,197,144

HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,197,144 an increase of \$5,088 or 0.4%. It includes the county employee compensation changes mentioned in the budget highlights.

STAFFING

County Commissioners / County Administrator	FY2021 Adjusted	FY2022 Request	FY2022 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 FY2020	Estimated FY2021	Projected FY2022
Board of Health Meetings	6	22	14
Boards, Committees and Commissions	38	38	38
County Administrator Business Items Approved	250	231	240
CSMC Budget Work Sessions	9	9	9
CSMC Business Meetings	38	39	39
CSMC Emails Processed	1453	1561	1600
CSMC Executive Sessions	44	40	42
CSMC Public Forums	3	4	4
CSMC Public Hearings	14	18	20
Events Attended by CSMC	229	300	300
Incoming USPS Mail Processed	944	1300	1300
Managers meetings	7	9	10
MetCom Joint Meetings with CSMC	2	2	2
Minutes Prepared for Meetings	38	39	39
NAS/PAX River Joint Meetings with CSMC	2	1	2
News Releases Issued	328	350	350
OPEB Meetings	4	6	4
Phone Calls from Citizens	20,224	25,000	25,000
Proclamations and Commendations Issued	485	500	500
Resolutions and Ordinances Passed by CSMC	61	50	51
Sheriff's Retirement Board Meetings	8	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.	9	8	8
Tri-County Council Full Council Meetings	3	6	4
Video-tape Productions (in-house meetings, off-site shoots, special projects)	221	225	225
Written Responses to Citizens from CSMC	258	309	300
XMT – Executive Management Meetings	29	45	30

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 providing supportive services for children and youth and offering 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 that 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 also receives funds from the Department of Housing and Community Development for community development projects, provides technical support and conducts monitoring of the funds that pass-through County Government to local agencies, and acts as a liaison between SMCG and DHCD regarding millions of dollars in grant funds. The Department 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, and the Local 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.

GOALS

Senior Center Operations Division

- Return to pre-pandemic closure of programs/activities and numbers of people served.

RSVP Division

- Engage seniors aged 55 and above in volunteer opportunities that utilize their skills, talents, and abilities in meaningful ways that meet local needs while contributing to the life of our community and increasing the range of services county government is able to offer.

Home and Community-Based Services Division

- To utilize County, State and Federal funding to provide: programs, services, education, assistance, and support for the aging population; those living with a disability, and those who provide care and services for them, to prolong or alleviate the need for long-term care institutionalization.

MAP/Senior I&A Division and Senior Rides Division

- To resume transportation services under the Senior Rides Program.
- To continue working with the Legal Aid Bureau, Inc. to offer free or low-cost preparation fees for wills and powers of attorney.
- Resume in-home visits by the MAP I&A Caseworker for consumers who have limited or no community support.
- Resume in person Welcome to Medicare presentations.

Human Services Division

- Due to COVID-19, programs and services to the public were interrupted, reduced, or suspended. The goal for FY2022 is to resume programs and services to at least 100% of the capacity of the pre-pandemic level.

OBJECTIVES

Senior Center Operations Division

- Gradually reintroduce/phase-in daily delivery of home delivered meals, congregate meals and a full complement of activities and programs at the senior activity centers through FY2022, as much as possible considering COVID-19 restrictions.

DEPARTMENT OF AGING & HUMAN SERVICES

OBJECTIVES (continued)

RSVP Division

- RSVP Volunteer Service
 - Increase FY2021 Estimated Number of Volunteers and FY2021 Estimated Hours of Volunteer Service by 50% to recover from volunteer losses resulting from the COVID-19 Health Pandemic that prevented many senior volunteers from serving over the past year.
- RSVP Number of Stations
 - Maintain FY2021 Estimated Number of Stations by renewing RSVP Partnership Agreements, by developing new ones to replace Volunteer Stations that do not renew, and by working with Partnership Agencies on ways to re-engage volunteers following losses in the number of volunteers and service hours resulting from the COVID-19 Health Pandemic that prevented many senior volunteers from serving over the past year.

Home and Community-Based Services Division

- Monthly data collection which reflects the number of consumers served through 11 Programs and Services, within a 10% variance annually to show the whole number of those we serve in the community who avoid institutionalization as a result of the combination of these funds and our efforts.

MAP/Senior I&A and Senior Rides Program

- Senior Rides
 - To offer consumers aged 60 and over transportation services to errands, medical, and social events. These services are provided by volunteers who utilize their own personal vehicles.
- MAP/I&A
 - To provide legal services using pro-bono attorneys for consumers who are low income.
 - To ensure the safety and welfare of consumers who are high risk and ensure they are connected with available community resources.
 - To provide an overview of the Medicare program to consumers who are new to the Medicare Program.

Human Services Division

- Staff will initiate communication with 100% of the consumers involved in programs and services pre-COVID-19 to assess their continued need for programs and services and, willingness to participate in accordance with CDC COVID-19 prevention guidelines.
- Staff will initiate communication with 100% of the partner agencies and volunteers involved in programs and services pre-COVID -19 to assess and engage their capacity for continued participation in accordance with CDC COVID-19 prevention guidelines.

DEPARTMENT OF AGING & HUMAN SERVICES

OPERATING BUDGET

Aging & Human Services	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Aging Administration	\$1,907,621	\$2,253,277	\$2,281,898	\$2,369,637
Grants – Aging	1,238,478	1,138,278	1,214,795	1,239,054
Human Services (HS) – Admin. Grants	86,329	143,102	115,942	115,942
Community Services (CS)	495,673	522,156	522,156	529,438
Human Relations Commission	0	1,850	1,850	1,850
Commission for Women	608	7,000	7,000	7,000
Non-Profits–Aging & Human Services	787,677	785,677	785,677	785,377
Grants – HS (Non-Admin.)	<u>379,210</u>	<u>331,718</u>	<u>531,718</u>	<u>531,718</u>
Total Department – General Fund	\$4,895,596	\$5,183,058	\$5,461,036	\$5,580,016
Miscellaneous Revolving Fund- Aging Special Events	\$77,862	\$120,000	\$120,000	\$117,000
Miscellaneous Revolving Fund - Community Service Teen Court	\$659	\$1,000	\$1,000	\$400

HIGHLIGHTS

The general fund budget for the Department of Aging & Human Services is \$5,580,016, an increase of \$396,958 or 7.7% over the FY2021 Budget. This budget includes:

- The addition of professional services for a grant to support COVID-19 related preparedness, prevention, and relief for homeless individuals.
- A new hourly Coordinator III position funded 50% by a Human Services Local Management Board grant to coordinate local services for St. Mary’s County children and families.

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

DEPARTMENT OF AGING & HUMAN SERVICES

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	Behavioral Health	\$130,000
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
Focus Elite Sports and Mentoring	Community Services	\$1,500
Greenwell Foundation, Inc.	Disability Services	\$34,500
Promise Resource Center	Community Services	\$15,980
Sleep in Heavenly Peace, Inc. MD	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
St. Mary's Caring, Inc.	Behavioral Health	\$900
Three Oaks Homeless Shelter, Inc.	Homeless Prevention	\$130,000
Warfighter Advance	Behavioral Health	<u>\$1,200</u>
Total		\$785,377

STAFFING

Aging & Human Services	FY2021 Adjusted	FY2022 Request	FY2022 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

DEPARTMENT OF AGING & HUMAN SERVICES

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Senior Activity Centers and Nutrition Sites			
Serve mid-day congregate meals to support healthy nutrition	17,927	0	10,000
Seniors Served	1235	0	900
Social / Recreational / Educational Activities			
Seniors Served	7,072	390	3,500
Units of Service	57,348	3621	28,600
Number of Contacts – UNITS (Newsletter)	28,140	22,817	28,000
Physical Fitness & Health Education and Screening Programs			
Seniors participating (Nutrition Education from newsletter included in all stats)	9,023	5,394	7,000
Units of Service (Nutrition Education from newsletter included in all stats)	24,673	25,444	32,000
Home and Community-Based Services			
Medicaid Waiver (Home & Community-Based Options Waiver, Community First Choice (CFC))			
Persons Served	93	84	102
Admissions	8	7	9
Discharges / Deaths / Transfers	20	18	20
Applications Taken	25	22	28
Senior Care			
Seniors Served (aged 65 and over)	45	43	53
Admissions	7	5	10
Discharges	9	9	7
National Family Caregivers Support Program and County (In-Home Services)			
Consumers Served	96	40	100
Caregivers Serviced	108	100	150
Home-Delivered Meals			
Meals Served	67,118	74,845	70,000
Seniors Served	543	485	500
Senior I&A Program			
MAP Information and Assistance – Client Calls / Visits	4,326	2,375	3,180
SHIP Client Calls / Visits	1,257	873	1,098

DEPARTMENT OF AGING & HUMAN SERVICES

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Senior Rides			
Number of Unduplicated Clients Served	58	0	35
Number of Trips Taken	379	0	150
Retired & Senior Volunteer Program (RSVP)			
Number of Volunteers	288	106	159
Hours of Volunteer Service	31,508	15,492	23,238
Number of Stations	33	33	33
Local Management Board			
Participants - After School Programs	47	15	47
Participants - Mentoring	25	18	25
Meetings/Programs - Early Childhood Council	14	12	14
Youth Coordination			
Teen Court			
Adult Volunteers / Juvenile Volunteers	24	12	24
Cases Heard in Court	35	14	35
Project Graduation			
Graduate Attendees	0 event not held	0 event not held	1,100
Number of Volunteers	0	0	120
Number of Students / Guest Attendees	0	0	400

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, responding to Public Information Requests; coordinating 38 Boards, Commissions and Committees; coordinating the annual submission of legislative proposals from the Commissioners, community organizations and members of the public to the St. Mary's County Delegation for consideration by the General Assembly of Maryland. Risk Management responsibilities include the County's general liability and property insurance costs and self-insured workers compensation and risk management through activities and programs designed to reduce risk.

GOALS

- Stay current on developments in the law to provide high quality legal services to the Commissioners of St. Mary's County, the County Administrator, County Departments, Boards, Committees, and Commissions.
- Strengthen internal communications and assign projects a priority level.
- Maximize Use of Technology.
- Improve the level of competence and level of knowledge of all staff.
- Maintain the County's Insurance Policies.
- Loss Control.

OBJECTIVES

- Attend formal training, conferences (as funds permit) and periodic substantive discussions in relevant areas to maintain and expand legal expertise.
- Hold regular staff meetings to increase employee knowledge and awareness of important departmental projects and priorities. Discuss the office's workload which is increasing in both size and scope. Address workload concerns.

COUNTY ATTORNEY

OBJECTIVES (continued)

- Facilitate increased proficiency among staff in essential computer skills including the use of software such as excel, word, HTE, MDEC and Lexis Advance to strengthen skills and keep up with newly available technology. This can be accomplished through taking advantage of training opportunities available in-house or from outside resources.
- Explore the option of online training opportunities and encourage staff to take advantage of such opportunities as fiscal resources allow. Continue to make efforts toward in person training as well. Implement cross-training of staff whenever possible to develop subject matter expertise in more than one area and to increase depth and capacity of division.
- Continue to monitor and renew insurance policies when they are soon to expire.
- Continue to monitor Risk claims to see if training is needed or safety concerns need to be addressed.

OPERATING BUDGET

County Attorney	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Administration	<u>\$894,182</u>	<u>\$1,045,291</u>	<u>\$1,045,291</u>	<u>\$1,089,268</u>
Total Department	\$894,182	\$1,045,291	\$1,045,291	\$1,089,268

HIGHLIGHTS

The budget for the County Attorney is \$1,089,268, an increase of \$43,977 or 4.2%. This increase is attributed to the employee compensation changes discussed in the highlights.

COUNTY ATTORNEY

STAFFING

County Attorney	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Total Department	7	7	7

PERFORMANCE MEASURES

Indicator	Actual FY2020	Estimated FY2021	Projected FY2022
Commissioner Meetings Attended	42	42	42
Planning Commission Meetings Attended	22	22	22
Board of Appeals Meeting Attended	22	22	22
Ordinances/Resolutions Enacted	31	32	33
Boards and Commissions Supported	34	38	38
Complaints	1	4	5
Guardianship Cases	16	15	17
Legislation:			
Bills Reviewed	300	500	550
Fiscal Note Requests Processed	73	39	50
Bills tracked and maintained on SMC website	65	97	115
Letters of Support processed	80	66	75
St. Mary's County Legislation Passed	5	7	7
Notices of Claim	11	16	18
Municipal Infractions	86	115	120
Public Information Requests	128	150	144
Tax Sales	207	163	133
Employee Safety Trainings Coordinated/Conducted	1	3	4
Safety/Loss Control Meetings Coordinated/Conducted	6	8	8

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

DEPARTMENT OF ECONOMIC DEVELOPMENT

GOALS

- To preserve the County’s environment, heritage, and rural character.
- To prioritize economic development and foster entrepreneurial initiatives to create a more resilient and diverse local economy in an effort to increase the County’s commercial tax base to keep county taxes low.

OBJECTIVES

- The Department will support agriculture as a critical sector of the local economy by assisting landowners in navigating the land preservation programs active in the County, provide technical assistance for evaluation of sites and assessing their environmental and agricultural resource value, and assisting farmers in their efforts to expand into agritourism.
- The Department will promote diversity in Economic Development with a focus on increasing the tax base, garner support and partner with other agencies to leverage county resources in the quest for sustainable economic development, respond to requests regarding the local economy, demographics, markets, business, rules and regulations, plan and attend events in support of business development, bring the St. Mary's County story to trade shows, conferences and regional forums, and assist small business owners with start-ups/expansions.

OPERATING BUDGET

Economic Development	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Administration/Office of the Director	\$330,128	\$441,911	\$441,911	455,751
Tourism Development	430,937	400,194	400,194	400,194
Agriculture & Seafood Development	358,799	390,488	390,488	413,272
Business Development	326,359	451,337	573,007	631,065
Non-Profits – Economic Development	98,505	98,505	98,505	102,755
Grants	<u>416,524</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Department	1,961,252	1,782,435	1,904,175	2,003,037

HIGHLIGHTS

The budget for the Department of Economic Development is \$2,003,037, an increase of \$220,602 or 12.4%. This budget incorporates the county employee compensation changes mentioned in the budget highlights, and the following increases:

- Funding for the TechPort lease at the SMC regional Airport.
- The enhancement of funding to retain a consulting firm to assist with the update of the Comprehensive Economic Development Strategy due in FY2022.

The Budget includes no change to Tourism Development despite the County’s Public Accommodation tax revenue trending lower due to the pandemic.

DEPARTMENT OF ECONOMIC DEVELOPMENT

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	Pos/Secondary/Primary Education	\$25,000
Feed St. Mary's (Formerly Lexington Park Rotary Club)	Economic Development Conservation	\$5,750
growingSTEMS	Pos/Secondary/Primary Education	\$1,500
Historic St. Mary's City Foundation	Economic Development Conservation	\$4,250
Lexington Park Rotary Foundation	Economic Development Conservation	\$2,000
Literacy Council of St. Mary's	Economic Development Conservation	\$10,000
Promise Resource Center	Pos/Secondary/Primary Education	\$8,175
So MD Navy Alliance	Economic Development Conservation	\$33,580
Watermen's Association of SMC	Conservation of Natural Resources	<u>\$12,500</u>
Total		\$102,755

STAFFING

Economic Development	FY2021 Adjusted	FY2022 Request	FY2022 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

DEPARTMENT OF ECONOMIC DEVELOPMENT

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Agriculture & Seafood			
Maryland Agriculture Land Preservation Foundation (MALPF) – (Acres). Acreage preserved to date = 12,802	871.41	642.2	650
Rural Legacy-preserve land in the Huntersville & Mattapany Rural Legacy Areas using State, County & Navy funding-(Acres). Acreage preserved to date =6,130	1,049.72	530	600
St. Mary’s County Agriculture Land Preservation Five-Year Tax Credit Agreement (Acres)	13,384	13,400	13,400
Farmers' Markets -Vendor participation ≥50 / \$ sales	1,600,000	1,600,000	1,600,000
Business Development			
Promote diversity in Economic Development with focus on increasing tax base. Business prospects pursued.	15	10	20
Garner support and partner with other agencies to leverage county resources in the quest for sustainable economic development. Number of organizations.	30	30	20
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	4,000/6,000	2,000/4,600	4,000/6,000
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.)	72	90	75
Bring the St. Mary’s County story to trade shows, conferences, and regional forums. (MEDA, SMEDA, Tri-County Council, Industry Days, APA, IEDC, etc.)	15	10	15
Assist small business owners with start-ups/expansions. (Business tours, retention visits, & site selection)	125	500+	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 several 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.

GOALS

- To provide a high level of professional accounting information on a timely and accurate basis to meet regulatory requirements and reporting standards.
- To provide sound financial practices to achieve the highest available bond ratings to reduce overall County costs.
- Utilize technology to improve transparency and efficiency of financial processing and reporting.

OBJECTIVES

- The Accounting information will be reported in a timeframe to ensure its relevance and in a manner that complies with regulatory requirements and generally accepted accounting principles. This objective is measured by receiving an annual unqualified “clean” audit opinion for each fiscal year.
- The Budget information will be reported with a high degree of reporting standards. This objective is measured by receiving the Government Finance Officers Association (GFOA) “Distinguished Budget Presentation Award”.
- To provide debt management services to ensure that the County Government has access to low-cost borrowing for long-term investments. This objective is measured by receiving a high bond rating from Fitch, Moody’s and Standard & Poor for each planned bond issue.
- Go live with the new Finance software for personnel, payroll, accounting, and budget modules in FY2022.

DEPARTMENT OF FINANCE

OPERATING BUDGET

Finance	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Administration/Budget	\$720,909	\$776,300	\$776,300	\$777,076
Accounting	725,360	773,675	773,675	830,167
Auditing	38,500	50,000	50,000	50,000
Procurement	<u>352,657</u>	<u>383,725</u>	<u>383,725</u>	<u>425,758</u>
Total Department	\$1,837,426	\$1,983,700	\$1,983,700	\$2,083,001

HIGHLIGHTS

The budget for the Department of Finance is \$2,083,001, an increase of \$99,301 or 5.0%. This includes employee compensation changes discussed in the highlights.

STAFFING

Finance	FY2021 Adjusted	FY2022 Request	FY2022 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 FY2020	Estimated FY2021	Projected FY2022
Capital Projects Monitored - \$Millions	\$153M	\$150M	\$175M
General Obligation Bonds	\$30M	\$30M	\$0M
Exempt Financing	\$2.65M	\$1.3M	\$0M
Accounts Receivable	\$752k	\$650k	\$700k
Fire & Rescue Loans Monitored	14	12	11
Personnel Actions Reviewed-Budget	241	160	240
Payroll / LOSAP Checks & Advices Processed	3,671	4,112	4,100
Vendor Checks & ACH (Payments)	10,218	8,500	8,500
Budget Amendments Processed, including CSMC Actions	513	430	450
Percent Change to General Fund Budget	14.2%	16.4%	5.0%
Grants/Agreements/Actions Reviewed	251	234	250
Requisitions/FPO's Reviewed & Approved	7,313	5,100	5,000
Purchase Orders Issued	4,404	4,000	4,400
Journal Entries Processed	1,222	1,583	1,400
E-Maryland Market Place Postings - Solicitations	27	20	25
Energy Tax Refund Checks	2,483	1,700	2,000
	Actual FY2019	Actual FY2020	Actual FY2021
Unqualified Audit Opinion	Received	Received	In-process
GFOA Distinguished Budget Award	Received	Received	Received
Bond Rating:			
Fitch Ratings	AA+	AA+	AA+
Moody's Investors Service	Aa1	Aa1	Aa1
S&P Global Ratings	AA+	AA+	AA+

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.

GOALS

- Provide citizens, the business community, and County employees with quality-driven, timely, convenient access to appropriate information and services through the effective and efficient use of technology.

OBJECTIVES

- To complete calls for service with a response time of 8 hours or less. Percentage of calls completed in 8 hours or less are reported monthly.

OPERATING BUDGET

Information Technology	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Technology	<u>\$3,928,708</u>	<u>\$4,185,751</u>	<u>\$4,570,574</u>	<u>\$4,639,929</u>
Total Department	\$3,928,708	\$4,185,751	\$4,570,574	\$4,639,929

HIGHLIGHTS

The budget for the Department of Information Technology is \$4,639,929, an increase of \$454,178 or 10.9%. 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 mentioned in the budget highlights as well as two new positions: GIS Intern and Programmer Analyst.

DEPARTMENT OF INFORMATION TECHNOLOGY

STAFFING

Information Technology	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Total Department	20	22	22

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Information Technology Help Desk Requests	9,009	11,408	11,400

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, employee award and recognition ceremonies, a Length of Service Awards Program for local Volunteer Fire and Rescue Companies and employee wellness programming.

The department shares Risk Management responsibilities with the County Attorney's Office, including managing the County's general liability and property insurance claims and self-insured workers compensation. Risk management initiatives are supported by the department through participation in 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, coordinating employee training and education, and providing administrative support for the Commission on People with Disabilities.

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, to promote EAP volunteer benefits and to assist with department volunteer recognition and retention efforts.

GOALS

- To inspire competent human resource capabilities by
 - Administering the policies and procedures adopted by the Commissioners of St. Mary's County
 - Providing employees with quality services and support
 - Serving approximately 900 employees in a timely, accurate and trustworthy manner

OBJECTIVES

- Competent human resource capabilities will be measured by tracking retention data; benefit premium renewal increases; and employee satisfaction survey participation and responses.

DEPARTMENT OF HUMAN RESOURCES

OPERATING BUDGET

Human Resources	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Human Resources	\$929,509	\$1,004,104	\$1,107,340	\$1,155,627
Risk Management	657,376	775,815	807,220	823,430
Commission for People w/Disabilities	950	2,300	2,300	2,300
Grants	<u>17,832</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Department – General Fund	\$1,605,667	\$1,782,219	1,916,860	\$1,981,357
Emergency Services Support Fund - Emergency Management Recruiting	\$117,842	\$178,065	\$178,065	\$184,301

HIGHLIGHTS

The general fund budget for the Department of Human Resources is \$1,981,357, an increase of \$199,138 or 11.2%. The budget incorporates the county employee compensation changes mentioned in the budget highlights. Included in the budget are a part-time grant funded Nursing Assistance position, the implementation of an employee identity protection service, and continued funding for retention “Rookie of the Year” awards to each Fire and EMS departments at each department installment.

STAFFING

Human Resources	FY2021 Adjusted	FY2022 Request	FY2022 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 FY2020	Estimated FY2021	Projected FY2022
<u>Human Resources</u>			
Employment Applications	381	1409	1630
New Hires (includes PT, Temp, Sub, and Seasonal)	141	443	463
Retirees/Separations/Other	324	345	375
Employee Evaluations Processed/Tracked	733	823	838
<u>Risk Management</u>			
Risk Claims	135	132	130
Workers' Compensation Claims	101	115	110
<u>ADA and FMLA Compliance</u>			
Training, Presentations, Proclamations	2	3	3
Commission on People with Disabilities Meeting Administration	8	10	10
FMLA Inquiries	91	107	99
FMLA Requests Processed	76	87	82
FMLA Intermittent	11	12	12
<u>Employee Benefits</u>			
Health Care Participants (County Active & Retired)	789	804	815
State Retirement Retirees (County)	244	245	250
Sheriff's Office Retirees	116	118	127
Benefit Educational Events	10	10	12
Employee Wellness Events	36	36	38
<u>Fire/EMS Volunteer Recruiting</u>			
New Recruits	18	21	24
Recruiting Events	7	2	5
<u>Department Overall Objectives</u>			
Annual Employee Turnover	8.48%	8.24%	9.0%
Annual Benefit Premium Renewals			
• Health	6.6%	3.0%	2.5%
• Workers Comp	2.5%	(20.6%)	(24.8%)
• Risk	11.6%	3.2%	5.0%
Biannual Employee Satisfaction Survey	41% employee response		
• Employee Participation	74% of respondents		
• Satisfied with the workplace	79% of respondents		
• Intend to continue employment			

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 are 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, Building Code Board of Appeals, Commission on the Environment, Board of Electrical Examiners, and the Calvert-St. Mary's Metropolitan Planning Commission.

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. This division is essential for the day-to-day operations of the Department. The Permits Division has specialists who review the permits for houses and residential additions. Staff conduct environmental reviews when the proposed construction is in the Critical Area, floodplain, or wetlands. Development Services reviews plans and prepares reports on major development projects and major subdivisions that must be reviewed by the Planning Commission at a public hearing. Staff of the Inspections Division perform final on-site inspections for new projects, floodplain, and residential stormwater compliance inspections, and lead the fieldwork responsibilities of the damage assessment team following destructive storms. Department staff in Zoning Administration process variance and conditional use cases that are decided by the Board of Appeals. Zoning Administration staff also review commercial 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 staffs the Historic Preservation Commission and Calvert-St. Mary's Metropolitan Planning Organization. All divisions participate in implementing the Maryland Critical Area Program.

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

GOALS

- Provide effective and efficient services.
- Provide efficient permit and project review services.
- Eliminate unnecessary obstacles. Maintain effective land use regulations.
- Protect the natural environment through orderly growth and lead conservation efforts.
- Conserve the agricultural lifestyle and rural character of the county.
- Protect the historic sites of the county.
- Establish and maintain professional working relationships and partnerships with governmental agencies and professionals in the private sector.

OBJECTIVES

- Have educated and trained staff to provide guidance to customers including:
 - Answering questions by phone or serving customers walking-in to the Department to ask questions or drop-off plans or permits. One staff member's primary job, 8 hours a day, Monday through Friday, is to answer questions by phone and walk-in. There are four staff members as back up
 - Provide guidance to residents, the Commissioners of St. Mary's County, Planning Commission, Board of Appeals, and other boards and commissions. The staff in all six department divisions (Permits, Inspections and Compliance, Development Services, Zoning Administration, Planning, and Administration) meet with and provide information to more than 15 commissions and boards annually
- Educated and trained inspection staff, four inspectors and the manager of the Zoning and Compliance Division, provide rough-in, in-progress, and final field inspections for construction projects. Inspections are scheduled between 7:00 am and 2:00 pm Monday through Friday.
- Educated and trained inspection staff, four inspectors and the manager of the Zoning and Compliance Division, investigate alleged violations of the zoning ordinance and livability code. Inspections are scheduled between 7:00 am and 2:00 pm Monday through Friday.
- The three permit specialists, permit manager, residential plan stormwater reviewer, and critical area plan reviewer use Central Square software to track the time it takes staff to review permit applications. When fully staffed, the target review time for a permit that does not require environmental review is five working days. Environmental permit target review time is four work weeks.
- Zoning Inspectors are assigned to make field inspections on construction projects. Normally an inspection will take place no later than the workday (Monday through Friday) following the request for inspection. Inspections staff is four inspectors and the zoning compliance supervisor.
- Staff of the Development Services Division: a Planner IV, Planner III, and Planner II, review subdivision and non-residential plans. When fully staffed, target review time is four weeks for site plans and subdivisions. Development Services staff use Central Square software to track

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

OBJECTIVES (continued)

review time. Development Services provides staff support to the Planning Commission, which has two regular meetings per month per year with special meetings scheduled when needed. The Planner III in the Zoning Administration Division and the Deputy Director provide staff support to the Board of Appeals which reviews variance and conditional use requests. The Board of Appeals has scheduled monthly meetings every year with special meetings scheduled when needed.

- Make text changes to the land development regulations when directed by the Commissioners of St. Mary's County. Measurable by the number of ordinance amendments requested by the Commissioners. The number of text changes directed by the Commissioners varies, but ranges between two and six per year.
- Update the adopted Comprehensive Plan when new Census data become available or when directed by the Planning Commission or Commissioners of St. Mary's County. On average, one change to the Comprehensive Plan takes place in a year. The state-mandated update to the Comprehensive Plan is taking place in FY 2021 and FY 2022.
- Educated and trained staff will approve permits only after ensuring compliance with land use and zoning regulations. The primary responsibilities of the Environmental Planner III in Zoning Administration and two Planner II positions in the Permits Division are to review for compliance with environmental regulations. Three permit specialists, the permit manager, and the Planners named above conduct these reviews. When fully staffed, the target review time for a permit that does not require environmental review is five working days. Environmental permit target review time is four work weeks.
- Zoning inspectors inspect properties required to add vegetation – trees, shrubs, groundcover – due to construction activities in the Critical Area. Four zoning inspectors are trained to make these inspections. Inspections can be scheduled between 7:00 am and 2:00 pm, Monday through Friday.
- A zoning inspector will investigate reports of potential environmental violations to the zoning regulations within one workday of receipt of the alleged violation. Verified violations will be documented and if not resolved will result in civil citations. Four zoning inspectors are trained to make these inspections. Inspections can be scheduled between 7:00 am and 2:00 pm Monday through Friday.
- A Planner II position is staff support to Commission on the Environment (COE). The COE is scheduled to have monthly meetings every year and participates in the annual Leonardtown Earth Day Celebration.
- All Permits, Development Services, Zoning Administration, and Planning staff review applications for compliance with the Comprehensive Plan and Zoning Ordinance. The number of staff trained to coordinate on these reviews is eleven. The Zoning Ordinance designates which uses and residential densities are allowed on agricultural property in the Rural Preservation zoning district. Measurable through the number of staff (eleven) who check and cross-check for compliance with the zoning ordinance. Four inspectors investigate allegations of violations to the zoning ordinance on properties in rural areas.

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

OBJECTIVES (continued)

- The Planner III in the Planning Division is staff support to the Historic Preservation Commission (HPC). The HPC is scheduled to have monthly meetings every year.
- The Planner III provides customer assistance to inquiries regarding the county's historic resources. This staff member is available Monday through Friday, eight hours per workday.
- In order to provide effective and efficient services and to establish and maintain professional working relationships and partnerships with governmental agencies and professionals in the private sector, regularly participate in meetings with the Commissioners of St. Mary's County, Planning Commission, Board of Appeals, Historic Preservation Commission, Commission on the Environment, Technical Evaluation Committee, Maryland Department of Planning, Calvert-St. Mary's Metropolitan Planning Organization, Tri-County Council Regional Infrastructure Advisory Committee, Patuxent River Commission, MACo Planner Affiliates, Critical Area Commission, US Navy, Metropolitan Commission, and Board of Electrical Examiners. Meet with design professionals and their attorneys when requested. Meetings are available Monday through Friday. Measurable by this listing of the groups staff regularly meets with.

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

OPERATING BUDGET

Land Use & Growth Management	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Administration	\$763,918	\$918,595	918,595	951,145
Comprehensive Planning	287,839	342,712	342,712	430,469
Development Services	307,799	427,410	327,196	448,954
Zoning Administration	201,056	326,630	326,630	246,828
Planning Commission	24,039	26,363	26,363	25,113
Boards and Commissions	17,490	19,636	19,636	18,718
Historical Preservation	658	3,430	3,430	2,330
Permit Services	264,673	337,739	337,739	346,170
Inspections & Compliance	396,704	448,534	448,534	453,081
Board of Electrical Examiners	13,057	14,300	14,300	13,450
Building Code Appeals Board	7	2,900	2,900	0.00
Commission on the Environment	26	2,475	2,475	350
Plumbing Fuel & Gas Board	0	1,750	1,750	50
Grants	<u>18,710</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Department – General Fund	\$2,295,976	\$2,874,474	\$2,774,260	\$2,938,658
Miscellaneous Revolving Fund – Historic Preservation	\$315	\$1,200	\$0	\$0

HIGHLIGHTS

The general fund budget for the Land Use and Growth Management Department is \$2,938,658, an increase of \$64,184 or 2.2%. It includes the county employee compensation changes mentioned in the budget highlights.

STAFFING

Land Use & Growth Management	FY2021 Adjusted	FY2022 Requested	FY2022 Approved
Administration	8	8	8
Comprehensive Planning	4	4	4
Development Services	4	4	4
Zoning Administration	4	4	4
Permit Services	5	5	5
Inspections & Compliance	<u>5</u>	<u>5</u>	<u>5</u>
Total Department – General Fund	30	30	30
Boards of Appeals	6	6	6
Planning Commission	8	8	8

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Front Counter Telephone Calls	9,236	13,432	11,400
Departmental Visits, Inquiries, Plan Drop-offs	4,365	COVID	4,000
Permits Reviewed (This is the number for all types combined including the environmental permits and certificates of occupancy that are reported separately)	3,141	3,000	3,000
Environmental Permits Reviewed	584	544	545
Certificates of Occupancy Issued	425	368	396
Zoning Ordinance Amendments	6	6	6
Update Comprehensive Plan	0	1	1
Planning Commission Regular Meetings	20	20	20
Planning Commission Concept Plans, Major Subdivisions, and Other Public Hearings	17	25	25
Board of Appeals Meetings	13	19	12
Board of Appeals Cases Reviewed	32	25	42
Concept Plan Reviews	19	17	20
Major and Minor Plan Reviews	48	40	45
Major Subdivision Reviews	2	1	1
Minor Subdivisions, Boundary Line Adjustment Plats, Confirmatory Plats Reviews	66	65	66
Zoning Code Enforcement Inquiries Received	191	235	279
Critical Area Code Enforcement Cases	19	30	41
Minimum Livability Cases	6	8	10
Residential Zoning Inspections	1,359	1,787	2,215
Stormwater Management Residential Inspections	507	599	698
Certificates of Occupancy Inspections / Issued	425	368	396
Critical Area Zoning Inspections	12	18	24
Critical Area Planting Agreement Inspections	83	99	127
Historic Preservation Meetings	12	12	12
Responses to Customer Requests for Historic Preservation Information	20	25	28
Commission on the Environment Meetings	12	12	12
Commission on the Environment Earth Day	1	1	1
Department Staff Meetings with Commissions, Boards, Agencies, Design Professionals	Not counted	Not counted	140

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 to achieve the Goals listed in the Mission of the Commissioners of St. Mary's County.

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 delivering 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.

Other responsibilities include airport management and master planning for St. Mary's County Regional Airport, commuter/charter 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

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

DESCRIPTION (continued)

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) for yard waste mulching, ferrous metal collection and bulk items; and the six (6) residential convenience centers (seven days a week) located throughout the County for domestic waste 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; Issue and enforce public works agreements and grading permits for new development projects.

GOALS

- Provide a high level of accountability to the county's citizens by providing a timely response to citizen requests and delivering responsible, cost effective, and technically excellent solutions or other responses to those requests in a transparent, accountable manner.
- Provide effective and efficient Direct Services.
- Foster opportunities for future generations
- Preserve the county's environment, heritage, and rural character through effective transportation planning; developing and enforcing standards for transportation and stormwater infrastructure to foster development needed within the requirements of the Comprehensive Plan and Zoning Plan.

OBJECTIVES

- Respond and gather information from 311 and telephone requests for service from citizens within three business days: developing solutions or other responses within ten business days, including expectations of the priority of the work and expected period of performance.
- Develop effective citizen engagement programs by gathering need statements to scope capital projects and update the 2006 Transportation Plan.
- Provide cost effective and responsible capital improvement programs and ongoing maintenance activities for all county owned infrastructure to enable effective delivery of department and agency programs and services.
- Keep the condition of the 80% of the county highways' pavement at satisfactory or better

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

OBJECTIVES (continued)

- condition and plan to upgrade the other 20% within two years.
- Keep county stormwater drainage systems in functional condition and in compliance with applicable MDE standards.
- Identify and execute improvements to the stormwater system to mitigate nuisance flooding.
- Operate the St. Mary's County transit system to service all constituents, expanding and adjusting routes to provide the best service within the allocated budget.
- Provide grading and stormwater compliance review in a timely manner, averaging a fourteen-day turn-around for each submission and efficient inspection and permit closeout after issuance of permits.
- Provide responsive, efficient, and effective capital project planning, design, execution, and maintenance.
- Keep county buildings in decent, safe, and sanitary condition for proper use and delivery of services and respond appropriately to the COVID-19 public health emergency or other situations.
- Provide responsive, efficient, and effective vehicle maintenance activities for the county fleet.
- Foster opportunities for job growth at the St. Mary's County Regional Airport by working with Economic Development to maximize the use of airport property to bring aviation related business, particularly with a research and development or airport operations focus, that will grow, hire, and train county residents to continue to grow the airport employment base and available services.
- Work with county departments and agencies to construct facilities needed to deliver services to support the health and wellbeing of all residents.
- Work with the county Sheriff's Office to improve safety for all modes of travel, both in the short term at specific locations and long term in the development of the update to the 2006 Transportation Plan.
- Update the 2006 Transportation Plan to develop policies and solutions to transportation links that may be broken by rising sea levels, affecting the habitability of areas of the county.
- Work with developers and others seeking grading permits and their stormwater component to minimize environmental damage of projects and reverse existing adverse impacts such as untreated impervious surfaces.
- Coordinate with LUGM to revise design standards and zoning regulations when updating the 2006 Transportation Plan to better preserve large tracts of rural landscape including productive farming, wetland, aquatic, forest, and other environmentally threatened land through smart growth principals.

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

OPERATING BUDGET

	FY2020	FY2021	FY2022	FY2022
Public Works & Transportation	Actual	Approved	Request	Request
Administration	\$367,579	\$394,945	\$395,217	\$406,362
Engineering Services	914,945	985,501	985,501	1,017,883
Development Review	218,520	306,466	293,754	274,319
Construction & Inspections	748,750	806,802	907,211	858,826
County Highways	4,432,803	4,937,864	5,348,444	6,368,067
MS4 Program	312,766	567,439	1,119,280	838,103
Mailroom	119,042	130,852	133,002	138,780
Vehicle Maintenance Shop	1,570,113	1,570,333	1,603,113	1,686,133
Non-Public School Bus Transportation	2,190,577	2,374,778	2,756,096	2,761,695
St. Mary's County Airport	136,765	185,579	203,865	131,374
St. Mary's Transit System (Grants)	2,906,360	3,028,527	3,028,527	3,028,527
Building Services	<u>3,655,872</u>	<u>4,132,000</u>	<u>4,488,531</u>	<u>4,387,754</u>
Total Department – General Fund	\$17,574,092	\$19,421,086	\$21,262,541	\$21,897,823
Solid Waste & Recycling Fund	\$4,739,193	\$5,375,993	\$5,304,910	\$6,566,169
Miscellaneous Revolving Fund – Fuel Operations	\$14,686	\$10,000	\$10,000	\$10,000

HIGHLIGHTS

The general fund budget for the Department of Public Works & Transportation is \$21,897,823, an increase of \$2,476,737 or 12.8%. The budgeted amount incorporates the county employee compensation changes mentioned in the budget highlights, one MS4 Inspector and a Solid/Waste & Recycling Foreman. In addition, the Department of Public Works & Transportation will be replacing one van, three dump trucks, four one ton extended cabs with plows, and one sweeper truck. The County's share of the St. Mary's Transit System remains at a total county share of \$1,308,297.

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

STAFFING

Public Works & Transportation	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Administration	3	3	3
Engineering Services	7	7	7
Development Review	3	3	3
Construction & Inspections	5	6	5
County Highways	46	46	46
Mailroom	2	2	2
MS4	3	5	4
Vehicle Maintenance Shop	14	14	14
Non-Public School Bus Transportation	1	1	1
St. Mary's County Airport	0	0	0
St. Mary's Transit System (Grant)	19	19	19
Building Services/Courthouse Custodian	<u>29</u>	<u>31</u>	<u>29</u>
Total Department – General Fund	132	137	133
Solid Waste & Recycling Funds	14	15	15

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Administration			
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
Engineering Services			
Capital Projects under Design / Construction	27 / 18	27 / 27	27 / 27
Development & Plan Review			
Subdivision Plans Reviewed	327	380	400
Average Duration of Subdivision Review (# of days)	23	20	20
Record Plat Submissions Reviewed	11	12	14
Average Plat Review Time- Target: < 15 days	9	9	9
New Grading Permits Approved	21	18	20
New Public Works Agreements Approved	4	4	4
Construction & Inspections			
Inspections (capital, subdivision & grading permits)	2,329	2,561	2,586
Active Construction Permit Bonding	9,263,700	10,389,800	11,000,000
Active Grading Permit Bonding	15,180,500	16,689,000	17,000,000
Inspections per Inspector per Day @ 260 days per year	2.24	2.46	2.48
Asphalt Overlay & Slurry/Modified Seal Program(mi)	14.70 / 36.25	18.0 / 37.58	20.0 / 36.0
County Highways			
Highway Maintenance Mileage (centerline miles)	647	6	655
County Maintained Roads	1,678	1,680	1,682
Maintenance Requests Received	1,033	1,400	1,600
Utility Permits Issued	75	80	80
Metal/Plastic Pipes Replaced (feet)	5,240	5,500	5,750
Solid Waste & Recycling			
Total County MRA Waste Generated (tons)	85,900	86,200	87,000
Total Rubble from Landfill (tons) Exported	6,590	6,890	7,280
Total MSW from Convenience Stations (tons)	20,700	21,100	25,500
# Customers Served at St. Andrews Landfill	32,650	32,900	33,700
Mailroom			
Pieces of Mail Processed	125,913	133,129	131,467

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
MS4			
Maintenance Inspections – Contract Management	250	250	250
SWM- related Landscape Mgmt- Contract Mgmt	24	24	24
MDE Annual Report	1	1	1
Vehicle Maintenance			
Ratio: # of Sheriff Vehicles / Total # County Fleet (%)	218 / 444 49%	222 / 475 46.8%	221 / 471 47%
# Un-tagged Vehicles and Equipment in Fleet	104	118	118
# Tagged Vehicles and Equipment in Fleet	444	475	460
Total Maintenance monies spent / Replacement Value of Fleet (%)	7%	5%	6%
Job Orders for Law Enforcement/Total # Job Orders %	29%	34%	38%
Type "A-C" Preventive Scheduled Maintenance (PM)	28%	31%	35%
Type "D" Corrective Unscheduled Maintenance (CM)	71%	68%	70%
Non-Public-School Bus Transportation			
Buses Under Contract	50	49	50
Total Riders including transfers / # Out of County	1416	725	1100
Average Riders per Bus	39	20	30
Annual Bus Route Mileage	604,260	556,254	580,257
Cost per Mile Goal is < \$3.00 (State avg is \$4.39 / mile)	\$3.95	\$4.42	\$4.75
St. Mary's Transit System			
Total STS System Ridership (#)	337,422	331,780	385,721
Annual Route Mileage (All Routes & Services)	1,317,474	794,113	1,398,623
Oper. Cost per Hour (Public) Range: < \$65 - \$85 /hr.	\$59.59	\$55.36	\$71.04
Oper. Cost per Mile (Public) Range: < \$4 - \$6 / mi	\$2.80	\$5.20	\$2.91
Oper. Cost per Passenger Trip (ADA/SSTAP) Range: \$20-\$40/trip	\$10.65/\$41.69	\$16.16/\$44.23	\$37.26/\$47.45
Passenger Trips per Hour (ADA / SSTAP)	1.5 / .75	.56 / .75	2.6 / 1.5

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Airport Operations (*Note: CY data vs. FY)			
FAA Fixed Base Aircraft Inventory	198	205	209
# Transient Visitors (Estimates)	164	200	350
Rotary Wing Helicopter Operations (MSP& MedStar)	1,137	1,193	1,253
Private T-Hangar & Tie-Down Capacity	231	233	233
Aircraft Landings / Takeoffs (State MAA Operational Estimates)	40,263	40,308	42,323
Jet A & 100 Low-Lead Fuel Purchased (gal.)	318,156	341,747	375,000
Building Services			
Total Square Footage of Buildings Maintained (GSF)	841,445	841,445	841,445
FTE's Needed to Inspect Facilities / Day @ 50,000 safe / hour	2.2	2.2	2.2
Total # of Staff Needed per APPA: 1 per 45,000 safe maintained	18.7	19	19.3
Buildings Maintained / Buildings with Janitorial Services	23	26	31
Complete Replacement Value (CRV) in dollars (\$)	136,257,720	138,982,874	141,762,531
Total Budget (non-capital) Expenses per safe (Standard: \$5-\$6.15)	\$5.12	\$5.38	\$5.65
Public Utility Expenses per safe (Range: \$1.51 - \$2.22 / safe)	\$1.44	\$1.51	\$1.59
Custodial Services: "Occupied" Square Footage Cleaned	296,745	312,366	363,766
Custodial Costs & Supplies / Occupied S.F. (Standard: > \$3.25)	\$1.50	\$1.55	\$1.65
# Work Order Requests for Maintenance and Service	12,000	13,000	14,000
Average # Work Orders per Mechanic per Year (14)	857	928	1,000
Average # Work Orders per Mechanic per Day (260 days)	3.29	3.57	3.85
# Mechanics Needed per M.S.F. (max. 20 / mos.)	17	17	17
Purchasing – Fuel Service			
Permanent / Mobile or Temp Fueling Facilities	2	2	2
Gallons of Gasoline / Gallons of Diesel - Pumped	439,506/142,929	483,608/128,481	461,557/135,705
Average Cost of Fuel Gas / Diesel - per Gallon	\$1.91/\$1.84	\$1.94/\$1.62	\$1.93/\$1.73

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Building Services			
Total Square Footage of Buildings Maintained (GSF)	841,445	841,445	841,445
FTE's Needed to Inspect Facilities / Day @ 50,000 safe / hour	2.2	2.2	2.2
Total # of Staff Needed per APPA: 1 per 45,000 safe maintained	18.7	19	19.3
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Average Cost of Fuel Gas / Diesel - per Gallon	\$1.91/\$1.84	\$1.94/\$1.62	\$1.93/\$1.73

DEPARTMENT OF RECREATION & PARKS



STRATEGIC PLAN [Link](#)

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.

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.

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.

DEPARTMENT OF RECREATION & PARKS

GOALS

- Provide a variety of quality recreation, leisure, and educational experiences for the public to enjoy.
- Enhance existing parks, trails, waterfront areas and recreational facilities.
- Foster preservation and conservation of the county owned museums and natural, cultural, and historic resources.
- Promote community, governmental agency, staff and other stakeholder engagement and participation through partnerships and other innovative means.

OBJECTIVES

- Enhance existing programs and develop new programs that are supported by general fund revenue, appropriate fees, grants, and other revenue sources.
- Utilize the Land Preservation, Parks and Recreation Plan and Parks replacement schedule to identify park and facility improvement needs and address the funding of those improvements in the Capital Improvement Plan Budget.
- Protect, enhance, improve, and update the county managed museum sites through partnerships, grant funding and increase participation and awareness.
- Increase community input in the operational budget and CIP process by creating new innovative ways of reaching out.

OPERATING BUDGET

Recreation & Parks	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Administration	\$1,211,429	\$1,282,973	\$1,284,088	\$1,303,764
Parks Maintenance	2,042,684	2,196,879	2,451,393	2,748,589
Non-Profits – Recreation & Parks	131,200	135,600	135,600	138,200
Grants	27,546	25,000	35,000	35,000
Chancellors Run Reg Park	78,204	69,054	100,654	69,654
Museum	<u>576,262</u>	<u>674,306</u>	<u>701,981</u>	<u>763,715</u>
Total Department – General Fund	\$4,067,325	\$4,383,812	\$4,708,716	\$5,058,922
Recreation Activity – Enterprise Fund	\$2,281,164	\$4,042,587	\$4,201,372	\$4,239,311
Wicomico Shores Golf – Enterprise Fund	\$1,225,442	\$1,493,979	\$1,497,504	\$1,459,638

HIGHLIGHTS

The general fund budget for the Department of Recreation & Parks is \$5,058,922, an increase of 675,110 or 15.4%. This budget includes the county employee compensation changes mentioned in the budget highlights and replacement equipment.

DEPARTMENT OF RECREATION & PARKS

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

Agency	Category	Amount
7 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
Southern MD Sailing Foundation	Community Event	\$3,000
St. Mary's County Arts Council	Cultural Activities	\$5,000
St. Mary's College Foundation	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 Contributions	Community Event	<u>\$4,000</u>
Total		\$138,200

STAFFING

Recreation & Parks	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Administration	13	13	13
Parks Maintenance	16	16	16
Museum	<u>5</u>	<u>5</u>	<u>5</u>
Total Department – General Fund	34	34	34
Wicomico Shores Golf	6	6	6

DEPARTMENT OF RECREATION & PARKS

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Parks and Facility Maintenance			
Parks, public landings, county facilities (grounds) and school sites (ball fields) maintained	119	119	119
Parks, schools (ball fields), facilities-acres maintained	2275	2275	2275
Athletic fields, courts, playgrounds, other facilities	214	**214	214
Recreation buildings, restroom buildings and other structures maintained	68	70	70
Park improvement / construction projects	9/4	10/4	12/4
Park/facility users (estimated)	1,204,104	1,205,000	1,208,000
Sports leagues using fields / teams / league participants	26/785/10,806	27/850/11,500	28/990/12,900
Museums			
Visitors (daily admission and special events)	*12,930	*7,016	*13,475
Museum outreach education programs	13	1	20
Museum outreach education program participants	281	150	500
Volunteers / # Volunteer hours	183 / 1,380.05	54 / 490.05	200 / 1,500
Value of volunteer service			
Boat passengers to St. Clements Island	2,736	2,560	3,250
Guided Tours and Education Programs – Number of tours/ participants	12 / 212	6 / 53	20 / 500

*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 FY2020	Estimated FY2021	Projected FY2022
Recreation Division			
Recreation program participants	44,911	29,390	90,850
Camps	230	285	1,500
School Age Care	311	30	350
Gymnastics	1,055	700	2,000
Leisure classes	290	75	1,500
Special events	257	-	6,000
Sports	10,765	250	20,000
Teen	-	-	800
Pool	17,431	18,850	40,000
Spray Park	510	200	2,700
Skate Park	1,150	1,000	1,200
Regional Park	12,418	13,000	15,000
Therapeutic	494	-	500
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
Wicomico Shores Golf Course			
Rounds of golf / Season pass users	19,410	24,331	25,000
Junior golf program participants	24	46	68
Outings held	18	12	36

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. There are also three 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 are 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 is responsible for developing 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.

DEPARTMENT OF EMERGENCY SERVICES

DESCRIPTION (continued)

- Training
 - a) Coordinates all training and certification for Department of Emergency Services; 911 Center, Emergency Management, and Animal Control Services.
 - b) Coordinates Community Outreach
- Specialty Units:
 1. 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.
 2. 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.
 3. Technical Services – CAD programming, pager operations and other duties as needed.

GOALS

- Increase staff to ensure sustained high-quality service.
- Focus on employee retention to reduce turnover.
- Strengthen internal communications.
- Ensure the department maintains its technological edge.
- Achieve Public Safety Communications Accreditation Certification with CALEA
- Broaden community awareness of the Department's mission and goals.

OBJECTIVES

- Explore new recruitment strategies to supplement ongoing efforts including, but not limited to, intern and cadet programs.
- Build leadership commitment to creating an environment that promotes a positive attitude among all employees.
- Increased employee knowledge about Department programs and priorities
- Increased employee confidence and competence
- Improved customer confidence in Department capacity and enhanced department reputation
- Increased knowledge on available resources when requesting assistance.

DEPARTMENT OF EMERGENCY SERVICES

OPERATING BUDGET

Emergency Services	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Emergency Communications Center	\$2,973,059	\$3,599,415	\$3,787,114	\$3,928,786
Emergency Radio Tech Services	1,250,638	1,343,749	1,488,007	1,427,163
Emergency Management	426,365	591,759	739,389	668,844
Animal Control	938,670	1,038,973	1,342,993	1,146,766
Grants	<u>4,398,730</u>	<u>1,040,000</u>	<u>1,382,650</u>	<u>12,488,006</u>
Total Department – General Fund	\$9,987,462	\$7,613,896	\$8,740,153	\$19,659,565
Emergency Services Support Fund	\$3,851,089	\$3,932,121	\$3,981,899	\$7,188,225
Emergency Services Billing Fund	\$-0-	\$-0-	\$-0-	\$3,034,656

HIGHLIGHTS

The general fund budget for the Department of Emergency Services is \$19,659,565, an increase of \$12,045,669 or 158.2%. This budget incorporates the county employee compensation changes mentioned in the budget highlights, one Communications-Cad Technician, a Radio Repair Technician convert to a full-time employee, costs for a new animal control vehicle, and increased grant funded expenses mainly \$11.1M from the American Rescue Act.

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.

The Emergency Services Billing Fund was established in 2021 with initial revenue from CARES funding and EMS transport billing and medical service fees to support paid and contracted EMT's and paramedics.

STAFFING

Emergency Services	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Emergency Communications Center	34.5	36.5	35.5
Emergency Radio Tech Services	2.75	3	3
Emergency Management	5.5	6.5	5.5
Animal Control	5.5	17.5	5.5
Total Department – General Fund	48.25	63.5	49.5
Emergency Services Billing Fund	-0-	38	22

DEPARTMENT OF EMERGENCY SERVICES

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Animal Control – Animals Captured	999	1,450	1,850
Animal Control – Animal Bite Investigations	263	325	350
Emergency Communications–Sheriff’s Office Incidents	84,415	85,000	86,000
Emergency Communications –EMS Incidents	13,198	14,000	14,500
Emergency Communications –Fire Incidents	3,259	4000	4500

ELECTED

OFFICIALS

- **Program Descriptions**
- **Goals**
- **Objectives**
- **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.

GOALS

- The Court endeavors to provide a fair and impartial forum for the resolution of disputes falling within its jurisdiction.
- The Law Library is to provide high-quality legal reference service to the bench, bar, and members of the public.

OBJECTIVES

- The rules governing the circuit courts of Maryland require that the County Administrative Judge develop, implement, and monitor a Differentiated Case Management Plan for the prompt, efficient scheduling and disposition of actions filed with the Court. This plan takes account of the complexity and priority of different types of cases and provides for the scheduling and processing of cases accordingly. It is expected that this effort will result in a more efficient use of the County's judicial resources.

CIRCUIT COURT

OBJECTIVES (continued)

- The Law Library strives to maintain and augment its collection of legal publications in accordance with Maryland State Law Library standards, anticipated user needs, existing patterns of usage, and republication schedules of existing materials. Patrons will have access to subscriber-only online legal research databases at no charge, to the extent allowed by budget constraints. We have moved to a more on-line research system, resulting in the elimination of many book subscriptions that had not been used for many years.
- Our Self-Help Center is located within the law library. It contains two State computers where the public has access to court forms and court related websites, as well as two bookcases with the most utilized court forms for the self-represented litigants to access. It also contains an abundance of reference material for free and reduced rate legal services and a courtesy phone to the Family Services Coordinator for members of the public who need assistance locating material they are seeking. We continue to strive to provide access to justice for all the citizens of our community, and continually make changes to our Self-Help Center so that the Court House evolves as technology provides the ability to expand services.

OPERATING BUDGET

Circuit Court	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Administration	\$985,619	\$1,139,394	\$1,181,046	\$1,170,370
Law Library	28,136	40,850	40,850	40,850
Grants	<u>854,701</u>	<u>718,041</u>	<u>787,687</u>	<u>787,687</u>
Total - Circuit Court	\$1,868,456	\$1,898,285	\$2,009,583	\$1,998,907

HIGHLIGHTS

- The budget for the Circuit Court is \$1,998,907, an increase of \$100,622, or 5.3%. This budget includes the county employee compensation changes mentioned in the budget highlights as well as well as an increase in grant funding.

CIRCUIT COURT

STAFFING

Circuit Court	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Administration	8.90	8.90	8.90
Grants	<u>3.10</u>	<u>3.10</u>	<u>3.10</u>
Total - Circuit Court	12.0	12.0	12.0
Bailiffs / Chief Bailiff	4.0	4.0	4.0

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Family Services Grant	175,179.05	165,727.00	223,454.28
Adult Drug Court Grant (State)	288,299.00	263,889.00	335,000.00
Highway Safety Grant (Adult Drug Court)	84,607.00	84,607.00	84,607.00
Child Support Cooperative Reimbursement	11,397.00	11,650.00	13,084.00

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.

GOALS

- To provide a high level of professional hearings and oversee matters involving decedents' estates which are probated judicially. To continue to make the Orphans Court accessible to family members, legal and professional staff, and citizens of St Mary's County.

OBJECTIVES

- Maintain a high level of professional and competent service to the citizens it serves by using existing tools and focusing on continuous improvements to systems and processes to better serve the people and provide for prompt, efficient and just resolution of cases.

OPERATING BUDGET

Orphan's Court	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Total – Orphan's Court	\$62,602	\$59,478	\$59,478	\$60,611

HIGHLIGHTS

The budget for the Orphan's Court is \$60,611, an increase of \$1,133 or 1.9%. This increase is attributed to compensation changes mentioned in the highlights.

STAFFING

Orphan's Court	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Total Department	3	3	3

ORPHAN'S COURT

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Decedent's Estates Opened	539	580	575
Judicial Probate Proceedings	18	12	15
Estate Hearings	54	80	80
Show Cause Orders Issued	64	60	60
General Court Orders Issued	162	150	175
Court Order Issued Approving Extension of Time	13	20	25
Limited Orders to Locate Will or Assets	54	50	50
Orders Approving Funeral Costs	7	5	10
Orders Approving Attorney Fees & Personal Representative Commissions	135	125	140
Guardianship Proceedings	0	1	3
Administration Accounts Reviewed and Approved	347	330	350

OFFICE OF THE SHERIFF



St. Mary's County Sheriff's Office *Mission, Vision, and Values*

Our Mission

It is the mission of the St. Mary's County Sheriff's Office to safeguard the lives and property of the people we serve, to reduce the incidence and fear of crime, and to enhance public safety while working with the diverse communities to improve their quality of life. Our mandate is to do so with honor and integrity, while at all times conducting ourselves with the highest ethical standards to maintain public confidence.

Our Vision

To achieve, as closely as possible, a County free from crime and public disorder.

Our Values

The Core Values of the St. Mary's County Sheriff's Office are intended to guide and inspire us in all we say and do. Making sure that our values become part of our day-to-day work life is our mandate, and they help to ensure that our personal and professional behavior can be a model for all to follow.

- Service to Our Communities
- Reverence for the Law
- Commitment to Leadership
- Integrity in All We Say and Do
- Respect for People
- Quality Through Continuous Improvement

Service to Our Communities

We are dedicated to enhancing public safety and reducing the fear and the incidence of crime. We will work in partnership with our communities and do our best, within the law, to solve community problems that effect public safety. We value the great diversity of people in both our residential and business communities and serve all with equal dedication.

Reverence for the Law

We have been given the honor and privilege of enforcing the law. We must always exercise integrity in the use of the power and authority that have been given to us by the people. Our personal and professional behavior should be a model for all to follow. We are committed to conducting ourselves in a manner that brings honor to ourselves, the Sheriff's office and our profession.

OFFICE OF THE SHERIFF

Our Values (continued)

Commitment to Leadership

We believe that every member of the St. Mary's County Sheriff's Office is a leader. Making sure that our values become part of our day-to-day work life is essential.

Integrity in All We Say and Do

We are committed to nurturing the public trust by holding ourselves accountable to the highest standards of professional conduct and ethics.

Respect for People

We are committed to respecting individual rights, human dignity, and the value of all members of the community and the agency. We show concern and empathy for the victims of crime and treat violators of the law with fairness and dignity. By demonstrating respect for others, we will earn respect for the St. Mary's County Sheriff's Office and our profession.

Quality through Continuous Improvement

We are committed to achieving a level of performance that exceeds all expectations. We value innovation, support creativity, and dedicate ourselves to proactively seeking new and better ways to combat crime.

DESCRIPTION

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

OFFICE OF THE SHERIFF

DESCRIPTION (continued)

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 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 151 to 216 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 108 to 144. 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, Anger Management, Basic Parenting Skills, Transition Groups, Medicaid, Family Reading Program and Medication Assisted Treatment Program.

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.

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.

GOALS

- St. Mary's County Sheriff's Office is the primary Law Enforcement and Corrections agency for St. Mary's County. Our goal is to provide exceptional public safety and correctional services to our citizens as well as prevent crime and the fear of crime through innovative initiatives while engaging our communities.

OBJECTIVES

- Implement District Based Policing to provide direct accountability and area responsibility to deputy's assigned to one area.
- Increase Traffic Safety Unit for enforcement and educational programs to decrease fatal and serious crashes.
- Establish a north end COPS unit in Charlotte Hall / Mechanicsville area.
- Expand Detention and Rehabilitation Center staffing commensurate with expansion project.

OFFICE OF THE SHERIFF

OPERATING BUDGET

Sheriff's Office	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Law Enforcement	\$26,917,026	\$31,652,795	\$35,086,099	\$35,276,479
Corrections	11,808,823	13,890,980	16,087,653	16,280,207
Training	269,413	377,877	403,077	403,077
Canine	31,443	33,400	33,760	33,760
Court Security	872,162	994,929	965,169	1,011,251
Grants	<u>1,198,533</u>	<u>1,398,798</u>	<u>2,489,191</u>	<u>2,499,528</u>
Total - Sheriff – General Fund	\$41,097,400	\$48,348,779	\$55,064,949	\$55,504,302
Miscellaneous Revolving Fund – Asset Forfeiture	\$200,000	\$50,000	\$50,000	\$50,000

HIGHLIGHTS

The general fund budget for the Office of the Sheriff is \$55,504,302, an increase of \$7,155,523 or 14.8% 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:

- 36 new positions for Law and Corrections as well as 23 approved promotional ranks.
- 12 new and 16 replacement vehicles for Law and Corrections.

STAFFING

Sheriff's Office	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Sheriff	1	1	1
Law Enforcement			
Civilians	60	62	62
Sworn	142	154	154
Corrections			
Civilians	28	29	29
Sworn	81	101	101
Court Security	12	12	12
Grants			
Civilians	2	2	2
Sworn	<u>3</u>	<u>4</u>	<u>4</u>
Total - Sheriff - General Fund	329	365	365

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES

Indicators	Actual CY2020	Estimated CY2021	Projected CY2022
Incidents Requiring Police Response	80,822	84,055	87,417
Arsons	6	6	6
Breaking and Entering	247	257	267
Felony Assaults & Misdemeanors	1,460	1,518	1,579
Murders	6	6	6
Rapes	21	22	23
Robberies	42	44	45
Thefts (Includes Auto Thefts)	1,329	1,382	1,437
Child Abuse Cases	44	46	48
Narcotics Violations	509	510	520
Larceny After Trust Cases	10	10	11
Forgeries	14	15	15
Fraud Cases	328	341	355
Possession/Weapon Cases	48	50	52
Sex Offenses	75	78	81
Vandalism	412	428	446
DWI's	211	219	228
Liquor Law Violations	7	7	8
Disorderly Conduct Case	29	30	31
Battered Spouse Cases	808	840	874
Other Offenses (Premises check, loud noise, burglar alarms, suspicious persons/vehicles)	3,270	3,401	3,537
Arrests Made - Adults (Warrants, Civil/Criminal)	2,590	2,694	2,801
Arrests Made - Juveniles (Investigations)	233	242	252
<u>Narcotics Cases Investigated: Local</u>			
Arrests Made	97	110	115
Value of Drugs Seized	\$250,578	\$260,000	\$270,000
Number of Search Warrants	231	250	275
Money Seized (FY)	\$44,220	\$100,000	\$80,000
Money Awarded (FY)	\$9,810	\$28,624	\$70,000
Vehicles Seized	9	10	12
<u>Alcohol Enforcement</u>			
Civil Alcohol Citations (Adults) / (Juveniles)	4 / 4	4 / 4	4 / 4

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES (continued)

Indicators	Actual CY2020	Estimated CY2021	Projected CY2022
<u>Child Support Enforcement</u>			
Summonses - Received	893	929	966
Summonses - Served	752	782	813
Warrants – Received	48	50	52
Warrants – Served	33	34	36
Civil Process – Received / Served - (Summonses, writs, replevin, evictions, subpoenas, etc.)	5,910 / 5,424	6,146 / 5,641	6,392 / 5,867
Civil Process Fees Received	\$2,410	\$2,506	\$2,607
<u>Traffic</u>			
Accidents	2,927	3,044	3,166
Citations	3,976	4,135	4,300
Warnings	8,178	8,505	8,845
Accident Reconstructions	22	23	24
Child Safety Seat Inspections/Installations	12	102	107
Traffic Complaints	3,410	3,546	3,688
<u>Crime Lab</u>			
Number of Crime Scenes Processed	230	235	254
Search Warrant Assist	102	83	93
<u>Volunteer Program</u>			
Number of Hours Worked by Volunteers	780	1,800	1,800
<u>K-9 Program – (FY)</u>			
Number of Canine Duties Performed	5,189	6,486	6,810
Number of Criminal Arrests and Assisted Arrests	237	296	310
Value of Drugs Seized	\$107,940	\$113,337	\$119,004
Money Seized Due to Canine Drug Detection	\$105,655	\$110,937	\$116,484
Felony Suspects Apprehended by Canine Teams	81	97	101

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
<u>Corrections – (FY)</u>			
Annual Number of Arrestees Processed	3,255	1,984	2,644
Average Daily Population	215	181	202
Inmates Attendance in Education Program (GED)- (Monthly Average)	81	0	81
Inmates Attendance in IEP/Tutoring/Creative Writing/English 900 (Monthly Average)	106	0	40
Inmates Attendance in Drug/Alcohol/HIV/Domestic Violence Treatment/Anger Mgmt/Mediation/ Parenting/Life Skills Programs (Monthly Average)	61	0	30
Number of Inmates Referred to the Mental Health Program (Monthly Average)	320	296	302
Inmates Attendance in Walden Jail Substance Abuse Program (Monthly Average)	111	122	125
Inmates Attendance in Computers (Mo. Avg.)	10	0	5
Inmates Sentenced to Home Detention (Mo. Avg.)	9	35	37
Inmates Sentenced to Weekenders (Mo. Average)	7	0	0
Defendants Sentenced to Work Release Program (Monthly Average)	9	0	0
Inmate Work Hours for County Projects	3,112	0	1,556
<u>Alternative to Incarceration</u>			
Pre-Trial Services Offenders Monitored in the Community (Monthly Average)	75	118	121
Pre-Trial Services Program Eligibility Screening	1,095	929	948
Drug Court and Family Court Participant Substance Abuse Screenings	1,180	147	590

Note: Programs with the exception of Substance Abuse and Mental Health were suspended due to the pandemic in March 2020. The FY2022 projections are based upon return to normal programming in January 2023.

OFFICE OF THE STATE'S ATTORNEY



DESCRIPTION

The State's Attorney is an independently elected state official, who serves as the chief prosecutor and chief law enforcement officer for Saint Mary's County. The role of the State's Attorney is to enforce criminal statutes to defend the interests of the citizens of our County according to the law, to provide leadership in the prevention of crime, and to fairly and impartially seek just punishment for those found guilty of illegal behavior. The Office of the State's Attorney is staffed with 12 full-time prosecutors, including the elected State's Attorney, and supported by a highly trained staff of legal assistants, investigators, and victim/witness coordinators. These dedicated public servants are here to serve all Saint Mary's County residents. The prosecutors who work in this Office are here to serve the public and seek justice in an aggressive and fair manner on behalf of the victims of crime and our community. We see ourselves not merely as trial lawyers, but as problem-solvers. Our mission is to serve the public interest through fair and honest administration of justice by exercising responsibilities to: prosecute criminal violations in Saint Mary's County; educate the public on criminal-justice issues; train lawyers for future service; address inequality, promote fairness and insure equal and open access to the criminal justice system; promote professional relations with judges and attorneys; and further the efficient use of criminal-justice resources. The State's Attorney 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 collection and contempt proceedings. Our office 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. In addition, the State's Attorney collects restitution in many criminal proceedings to assure that victims are compensated for losses caused by criminal acts. Our office also seizes money and other assets from criminals involved in illegal narcotics trafficking.

Our prosecutors coordinate with allied federal, state, and local law enforcement agencies in an effort to identify problems before they manifest adverse consequences and remain available every day and night to provide assistance. Focused prosecutions, such as gun violence, domestic assaults, child abuse, narcotics trafficking, drunk and drugged drivers, and cyber-crime are also pursued by specially trained prosecution teams. As the County's chief law enforcement agency, the State's Attorney's Office is part of a proactive team, where prosecutors operate outside of the courtroom environment bringing effective crime fighting solutions and increased safety to Saint Mary's County residents. In addition, the State's Attorney serves as legal advisor to the Grand Jury and attends all Grand Jury sessions. The Office of the State's Attorney conducts its own independent investigations into all police involved shootings and any criminal matters when determined by the State's Attorney to be appropriate.

OFFICE OF THE STATE'S ATTORNEY

GOALS

- Prevent crime, enforce Maryland law, and protect the rights of our citizens.
- Combat the threat, incidence, and prevalence of violent crime by forging partnerships with allied law enforcement agencies and community service providers to investigate, arrest, and prosecute violent offenders and illegal firearms traffickers.
- Prevent and intervene in crimes against our community and uphold the rights of all victims of crime.
- Disrupt and dismantle major drug trafficking organizations to combat the threat, trafficking, diversion and use of illegal and illicit drugs.
- Investigate and prosecute corruption and economic crimes to protect the fiscal assets and defend the interests of Saint Mary's County.

OBJECTIVES

- **Fairness.** Ensure and Support the fair, impartial, efficient, and transparent administration of justice in Saint Mary's County. Target the most serious offenses for prosecution, and judiciously use diversion and probation programs to aid defendants in successfully reentering society.
- **Partnerships.** Prosecutors frequently operate in several areas of law enforcement and the administration of justice. Many goals and objectives of our office are undertaken in collaboration with, or in support of, other federal, state, and local agencies. The State's Attorney remains committed to continuing and strengthening collaborative efforts with other law enforcement and government agencies.
- **Leadership.** As an agency with unique authorities, opportunities, and capabilities, the State's Attorney has important leadership responsibilities to those who fight crime and administer justice.
- **Deterrence.** The State's Attorney remains committed to maintaining our capability to respond quickly to newly emerging criminal threats, including those threats posed by new technology, giving special attention to internal core infrastructure needs to ensure that adequate skills, tools, and processes are in place for meeting the new challenges that face the office.
- **Integrity.** The State's Attorney's leadership role and the funds entrusted to it by the taxpaying public demand that it maintains the highest levels of integrity and trustworthiness. This affects not only the way the office carries itself as a representative of the law, but the manner in which it manages the resources entrusted to it to carry out our mission.

OFFICE OF THE STATE'S ATTORNEY

OPERATING BUDGET

Office of the State's Attorney	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Judicial	\$3,285,588	\$3,751,652	\$3,942,651	\$4,116,842
Grants	<u>641,764</u>	<u>753,492</u>	<u>773,860</u>	<u>775,725</u>
Total-General Fund	\$3,927,352	\$4,505,144	\$4,716,511	\$4,892,567
Miscellaneous Revolving Fund				
Project Graduation and Drug Enforcement	\$124,742	\$175,046	\$175,046	\$179,480

HIGHLIGHTS

The general fund budget for the Office of the State's Attorney is \$4,892,567, an increase of \$387,423 or 8.6% more than the prior year, including grant funding. This increase includes the new Evidence Analyst position, county employee compensation changes mentioned in the budget highlights and increases to the Cooperative Reimbursement Grant for the child support program.

STAFFING

Office of the State's Attorney	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Judicial	34.2	35.2	35.2
Grants	<u>7.8</u>	<u>7.8</u>	<u>7.8</u>
Total Office of the State's Attorney	42	43	43
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.

GOALS

- Customer-Focused service with excellence, respect, accuracy, and professionalism, while empowering our team to excel.

OBJECTIVES

- Having a commitment to bring innovative ideas and technology to the Treasurer's Office with the implementation of technology solutions that are available for efficiency and great customer service.

OPERATING BUDGET

Treasurer	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Administration	<u>\$476,474</u>	<u>\$518,820</u>	<u>\$520,739</u>	<u>\$548,185</u>
Total - Treasurer	\$476,474	\$518,820	\$520,739	\$548,185

HIGHLIGHTS

The budget for the Office of the County Treasurer is \$548,185, an increase of \$29,365 or 5.7%. This budget increase is attributed to the county employee compensation changes mentioned in the budget highlights.

OFFICE OF THE COUNTY TREASURER

STAFFING

Treasurer	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Total - Treasurer	5	5	5

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
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.	144,800,222	147,871,388	148,608,693
Delinquent Personal Property Collections Revenue	77,316	59,626	46,509
Tax bills mailed for real property, local personal property, corporations, 1/2-year new construction and 2nd semi-annual notices	50,426	50,790	51,155
Delinquent bills, final notices, 60-day notices processed and mailed	3,693	3,769	3,844
Tax payments collected and processed	72,000	75,000	75,000
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.	4,000	5,000	5,000
Customer Inquiries via Phone, Email or Fax	20,000	25,000	30,000
Tax Sale preparation & annual auction	458	480	510
Treasurer's Website Usage (visits recorded)	536,549	624,282	686,710
Online payments processed	2,897	3,099	3,316
Property transfers processed in tax records	3,811	3,981	4,140
Senior Tax Credits processed (Cap, Matching and 6510 programs)	1,813	1,755	1,843
State Homeowners' Tax Credits processed	709	657	684
Adjustments to real and personal property accounts including increases and decreases, refunds, voids, transfers, abatements, credits, etc.	25,383	17,154	11,485

STATE AGENCIES / INDEPENDENT BOARDS

- **Program Descriptions**
 - **Operating Budget**
 - **Highlights**
 - **Staffing**
 - **Performance Measures**
-
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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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Operating Allocation	\$2,408,389	\$2,617,478	\$3,415,750	\$2,858,407
Personal Services	15,938	16,238	16,238	16,419
Total – Department of Health	\$2,424,327	\$2,633,716	\$3,431,988	\$2,874,826

HIGHLIGHTS

The allocation to the Department of Health is \$2,874,826, which is an increase of \$241,110 or 9.2% more than the prior year. The County exceeds State mandated funding of \$744,542 by \$2,130,287.

The FY2022 Budget involves these key components:

- Funding for a 2% COLA for personnel
- Maintenance of current capacity for public health services
- Four Infectious Disease Nurse Positions and one Epidemiologist, funded from County's American Rescue Act funding.
- Emergency Coordinator

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Birth / Death records certified	3,702 / 4,307	5,866 / 4,763	5,990 / 6,220
Patient Admissions / Discharges	16,512 / 6,100	11,502 / 5,125	18,400 / 5,880
Accounts Receivable processed	170,000	208,000	205,000
Budgets prepared	62	65	70
Invoices processed / amounts	1,551 / \$4,457,745	1750 / \$5,000,000	1800 / \$5,000,000
Information Technology customer service requests	1,790	2,132	2,558
Number of fleet vehicles / Number of fleet miles	26 / 212,714	26 / 204,488	27 / 220,321
Public Health Complaints / COVID related complaints	181 / 99	150 / 350	150 / 100
NCT Water Supply Samples	477	600	600
Certify potability of wells / Number of water samples collected	164 / 375	200 / 350	200 / 350
Anti-rabies clinics / Vaccinations administered	6 / 406	9 / 820	9 / 820
Number of Positive Rabies Cases	4	5	7
Food Service Facility Inspections	1,461	1,600	1,600
Number of Soil Evaluations Conducted (new)	132	150	150
Number of individuals in the general public educated about colorectal / skin / lung cancer	5,510	16,000	6,000
Number of colonoscopies/patient navigation clients	6 / 0	10 / 4	10 / 4
Number of individuals in the general public educated on tobacco smoking health risk, including pregnant women	1,639	18,000	3,000
Number of participants in smoking cessation classes conducted by SMCHD	37	125	10
Total Number of youth and Adult educated on health risk of e-cigarettes	2,933	4,000	3,000
Number of merchants educated on Tobacco Youth Access Law and product placement	115	130	113
Number of women screened through the Breast and Cervical Cancer program including patient navigation clients	37	69	67
Number of adult patients receiving dental emergency treatment	27	100	100
Total number of all requests for services from Administrative Care Coordination Program	1,141	950	1,250

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Number of Adult Evaluation and Review Service (AERS) assessments	240	250	250
Number of Nurse Monitoring Visits	331	950	950
Number of new and recertification MCHP applications processed	996 / 338	1,300 / 500	1,000 / 350
Number of children immunized during School Flu Clinics (doses provided, includes initial and booster doses) (labor intensive)	2,333	2,600	4,000
Cases of reportable diseases and investigations (labor intensive)	4,815	3,000	8,000
Cases of tuberculosis (ongoing case management of active and latent cases)	28	30	40
Number of Infectious & Communicable Disease Outbreaks	15	10	40
Number of immunization activities (including clinics, information sessions, alerts, press releases or in-Serv)	55	100	150
Number of Family Planning visits as transmitted to the Family Planning data system	362	1,100	1,100
Number of mandatory Public Health Emergency Preparedness training and meetings	75	75	100
Engage internal and external partners in Emergency Preparedness efforts (includes training, drills & exercises, volunteer management coordination)	144	65	200
Coordination with community partners in emerging infectious disease efforts (press releases, alerts, information sharing, PPE training, and policy / protocol development.	98	65	150
Number of individuals enrolled in SSP	56	55	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

	FY2020	FY2021	FY2022	FY2022
Mosquito Control Unit	Actual	Approved	Request	Approved
Total Mosquito Control Unit	\$65,500	\$91,000	\$91,000	\$91,000

HIGHLIGHTS

The budget for the Mosquito Control Unit is \$91,000 which is consistent with the prior year.

PERFORMANCE MEASURES

Indicators	FY2020 Actuals	FY2021 Estimated	FY2022 Projected
Light Traps set	0	40	40
Vectobac 12AS (Ditch Treatment)	504 gallons	700 gallons	700 gallons
Altosid 150 Day (Tablet)	406 pieces	500 pieces	500 pieces.
Altosid 30 Day (Tablet)	1,532 pieces	2,200 pieces	2,200 pieces.
Vectobac G (Granules)	964 lbs.	1,200 lbs.	1,200 lbs.
Miles Driven	5,722	15,000	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 cost 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 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 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	FY2020 Actuals	FY2021 Approved	FY2022 Request	FY2022 Approved
Total – Social Services	\$463,216	\$475,940	\$470,779	\$483,853

HIGHLIGHTS

The local county portion of the Social Services budget is \$483,853 (including the grant), which is an increase of \$7,913 or 1.7% more than the prior year. The increase is attributed to grant and non-grant County compensation changes.

STAFFING

Social Services	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Total - Social Services	2	2	2

DEPARTMENT OF SOCIAL SERVICES

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Child Support Collections	\$13,763,892	\$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	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.)	87	92	90
Children in Out-of-county Placements (avg.)	26	25	22
Children with Supervised Visitation/Average # Visits Weekly	58 / 54	59 / 55	58 / 54
Percentage of Parents Court Ordered to Attend Alcohol/Drug/Mental Health Treatment	90%	90%	90%
Children Placed for Adoption	7	6	5
Continuous Training for Staff	5	5	5
Number of Children in Need of Assistance (CINA) protected through DSS Legal Services	76	81	80
Number of court hearings in support of CINA cases	256	262	270
Number of Adults protected through DSS Legal Services (Stats tracking began 7/1/2019)	13	5	16
Number of deceased citizens not having funds/resources to go toward the cost of their burial / Total Annual Burial Costs	8 / \$5,200	18 / \$11,700	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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Total - Alcohol Beverage Board	\$310,590	\$386,888	\$416,524	\$439,602

HIGHLIGHTS

The budget for the Alcohol Beverage Board is \$439,602 which is an increase of \$52,714 or 13.6% over last year's budget. This increase is attributed to the conversion of an hourly inspector to regular part-time and an increase in attorney fees.

STAFFING

Alcohol Beverage Board	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Alcohol Beverage Board - Staff	1.75	2.25	2.25
Alcohol Beverage Board - Chairman & Members	5.0	5.0	5.0

ALCOHOL BEVERAGE BOARD

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
License Fees (net Corporate Town of Leonardtown fees)	\$75,739	\$92,413	\$84,000
Transfer Fees	\$200	\$600	\$600
Fines	\$0	\$550	\$1,000
Application Fees	\$2,250	\$2,250	\$2,250
Number of Licenses (at FY end)	162	162	165
Number of Special/Temporary Licenses Issued	101	40	155
Number of Inspections	1,187	190	190
Number of Violations Cited	0	5	5
Number of Compliance Checks by AEC	159	120	120
Number of RAST/ID Check Trainings held	5	5	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	FY2020 Actuals	FY2021 Approved	FY2022 Request	FY2022 Approved
Total – Board of Elections	\$1,017,742	\$1,358,560	\$1,476,355	\$1,667,401

HIGHLIGHTS

The budget for the Board of Elections is \$1,667,401, which is an increase of \$308,841 or 22.7%. This increase is primarily attributed to the additional voting site, maintenance of equipment and purchase of uniform shirts for the 2022 Gubernatorial Primary Election.

STAFFING

Board of Elections	FY2021 Adjusted	FY2022 Request	FY2022 Approved
Total – Board of Election Members	5	5	5

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Voter Registration	79,700	80,000	81,000
Changes to Voters Registrations	27,200	28,000	29,000
Confirmation Mailings	12,100	14,000	15,000
Voter Notification Cards	20,000	21,000	23,000
Election Judges	300	600	600
Early Voting Judges	250	350	350
Election Estimated Turnout	76	45	55
Absentee/Main-in Ballots	21,800	15,000	20,000
Provisional Ballots	1,100	300	800

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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Total – UME St. Mary’s County	\$244,433	\$270,802	\$270,802	\$270,802

HIGHLIGHTS

The local budget for the University of Maryland Extension (UME) is \$270,802, which is consistent with the funding level of the prior year.

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Beginner Farmer Training	105	200	200
Vineyard Research Outreach	54	50	45
Nutrient Voucher Training	75	75	125
Nutrient Management Plans	421	450	480
Acres in Nutrient Management	13,334	14,000	14,500
Pesticide License Renewals	266	200	200
Direct Farmer Consultations	560	400	400
Food Safety and Preservation Education Participants	41	30	40
Food Supplement Nutrition Education (FSNE) Participants (Youth and Adult)	1,224	800	1,250
FSNE Teachers Trained	0	0	0

UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
FSNE participants reached through Market to Mealtime	0	0	0
ReFresh Nutrition Education 4 th / 5 th Graders	173	127	175
Read for Health Youth Participants	735	339	700
Edible ABC’s Participants	348	298	350
Farm to School Participants (FSNE & FCS)	188	200	250
Mindfulness Activity Guide for Adults		25	30
Fresh Conversations Participants	28	40	50
Dining with Diabetes Participants	2	15	20
Master Gardener Volunteer Hours	2,500	3,000	4,000
Master Gardener Certified Volunteers	70	95	115
Master Gardener Interns/Trainees	25	25	25
Plant Clinics	2	15	40
4-H UME Certified Volunteers / New Volunteers Certified	79 / 4	79 / 5	84 / 10
Youth, 5-18 years old, 4-H Community Clubs / Military	162 / 50	180 / 50	200 / 200
4-H After-School Youth	-	200	300
4-H Youth School Enrichment Programs	53	20	300
4-H Special Interest Short-Term Programs	23	30	60
4-H County Fair Exhibits	447	1,200	1,400
4-H Youth Projects Completed	225	225	230
4-H Recruitment Contacts	40	200	200
4-H Club-Sponsored Community Service	27	30	35
4-H Volunteer Hours	650	1,300	3,000
4-H Day Camping Programs / Overnight Camping	0 / 0	55 / 45	55 / 60
Watershed Steward Trainees	-	10	-
Watershed Steward Certified Volunteers	10	20	20
Watershed Steward Volunteer Hours	-	300	400
Watershed/Stormwater Educational Projects	3	15	15
Stormwater BMP Implementation: Sq. ft. of Rain Gardens	-	1,000	1,000
Stormwater BMP Implementation: # Rain Barrels	7	45	45
Stormwater BMP Implementation: # Native Plants	-	750	750
Stormwater BMP Implementation: # Trees	-	50	50
Participants in Well and Septic Clinics	6	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

	FY2020	FY2021	FY2022	FY2022
Ethics Commission	Actual	Approved	Request	Approved
Total Ethics Commission	\$44	\$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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 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 the prior year. This funding continues to help support Arbor Day activities, student tuition costs for the MD Department of Natural Resources-Natural Resource Conservation Camp (NRCC) and refurbishing of the school forests.

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Natural Resource Camp	\$450	\$1,700	\$1,700
School Forest Trees	\$800	\$500	\$500
Friends of St. Clements Bay	\$500	\$400	\$400

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	FY2020 Actuals	FY2021 Approved	FY2022 Request	FY2022 Approved
Total – Soil Conservation District	\$69,394	\$81,497	\$103,423	\$103,423

HIGHLIGHTS

The County is budgeted for \$103,423 which is an increase of \$21,926 or 26.9% over prior year. This funding will assist in covering a new Administrative Aide position.

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Approved Erosion and Sediment Control Plans:			
Single Lot development disturbing < than .5 acres	155	200	225
Sediment Control Plans for Development that disturbs > .5 acres	246	250	250
Review & provide comments for the Technical Evaluation Committee (TEC): Providing comment on potential environmental & erosion control problems at the concept or preliminary phase	50	60	70
Pre-construction meetings for erosion & sediment control projects > .5 acres of total disturbance: Reduce environmental impacts because of improperly installed best management practices.	103	110	120

SOIL CONSERVATION DISTRICT

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2019	Estimated FY2020	Projected FY2021
Reduce sedimentation to tributaries by the development of Soil Conservation and Water Quality Plans. Watershed Implementation Plan goals on total acres per year.	27,516	28,500	30,000
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.	126 / 3,220	142 / 4,500	150 / 5,500
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).	42 / 4,960.3	55 / 6,500	55 / 6,500
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>	14	6	6
Increase Student Participation in the Envirothon Program	Cancelled	70	100
Schedule and hold annual cooperator's dinner meeting to provide information to the agricultural community	231	Cancelled	225
Provide public outreach through various formats (Ex: fairs, AG dinners, Earth Day)	Most activities cancelled due to COVID-19	Will participate as activities are scheduled	Will participate as activities are scheduled
Perform site visits at the request of property owners (Ex: shoreline, erosion, drainage issues)	52	60	45
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.	48 / 6,034.3	70 / 10,000	75 / 12,000
Review and approve standard plans for forest harvest operations	41 / 601.61	50 / 1,000	50 / 1,000

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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Total – SO MD RC&D	\$13,300	\$13,300	\$15,300	\$15,300

HIGHLIGHTS

The County will fund \$15,300 which an increase of \$2,000 or 15% from the prior year. This funding is designated to finance 20% of the 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 FY2020	Estimated FY2021	Projected FY2022
Total Number of Partners / Clients* Served	24	29	29
Population Positively Affected	54,700	56,650	60,200
Number of Clients Served – St. Mary’s County	20	24	24
Percent of Clients Served from St. Mary’s County	82%	80%	85%
Current Number of Full-time employees	2	2	2
Number of Volunteers / Volunteer Hours	35 / 2,100	35 / 2,100	35 / 2,100
(FTE) Jobs Created as a Result of Cooperative Agreement	8	8	8
Navy Environmental Projects Completed	1	1	2
Dry Fire Hydrants Installed	1	-	-
Other Grants Completed	4	5	8

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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 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 the prior year.

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Total Number of Customers Served	20,904	22,000	25,000
% of St. Mary's County customers served	31	32	29
Current number of paid employees (full-time)	53	65	65
Number of Housing Counseling Clients Served	85	85	85
Number of households receiving Food	6,500	7,000	7,200

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 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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Total – Tri- County Council	\$94,200	\$125,000	\$125,000	\$125,000

HIGHLIGHTS

The County will fund \$125,000, which is consistent with the prior year and is consistent with approved state legislation.

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Customized Recruitments	21	40	53
Hires Made from Recruitments	89	95	118
Training Dollars Spent to Upgrade Skills of SMC Residents	\$261,606	\$48,500	\$135,000
SMC Residents Trained	147	28	90
American Job Center Visits	2,828	3800	1,700
Mobile Career Center Deployments in SMC	43	57	65
SMC Residents Served by the Mobile Career Center	234	290	345

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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 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 the prior years.

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Total Number of Clients Served (all counties)	2,369	2,202	2,489
Number of Clients Served – St. Mary's County	681	462	589
Percent of total Clients Served - St. Mary's County	29%	21%	24%
Current number of paid employees (FTEs) St. Mary's	2	2	2
Number of Volunteer/Volunteer Hours – St. Mary's	24 / 202	18 / 184	20 / 198
Formal counseling services to children and youth	232	398	564
Families assisted through Family Navigation services	125	-	-
Response to families calling for information	386	324	542
Number of Youth Mentors	6	6	6
Number of Youth receiving Youth Development	110	150	232

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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Total - SDAT	\$452,580	\$452,580	\$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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 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 years.

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Total Number of Clients Served	901	1,100	1,200
Number of Clients Served – St. Mary’s County	462	660	720
Percent of total Clients Served from St. Mary’s County	51%	60%	60%
Academic Degree & Certification Programs Offered	100+	100+	100+
Number of Courses Offered	171	180	190
Number of Degree & Certificates Awarded by University & College Partners	191	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 FY2020	APPROVED FY2021	APPROVED FY2022	% CHANGE
BOE - Recurring	\$106,242,921	\$109,542,921	\$114,540,490	4.6%
Total County - BOE	\$106,242,921	\$109,542,921	\$114,540,490	4.6%

EXPENDITURES BY CATEGORY:

Administration	\$3,820,046	\$3,520,986	\$3,686,116	4.7%
Mid-Level Admin	16,891,499	17,478,820	17,643,294	0.9%
Instructional Salaries	81,246,713	83,479,956	85,699,403	2.7%
Instructional Textbooks & Supplies	4,946,809	4,321,543	4,765,520	10.3%
Other Instructional Costs	1,106,573	1,618,645	1,522,123	(6.0%)
Special Education	19,440,245	19,505,104	19,931,311	2.2%
Student Personnel Serv.	1,237,325	1,285,145	1,447,331	12.6%
Student Health Serv.	2,480,589	2,565,990	2,695,864	5.1%

BOARD OF EDUCATION

OPERATING BUDGET (continued)

BOARD OF EDUCATION	ACTUAL FY2020	APPROVED FY2021	APPROVED FY2022	% CHANGE
<u>EXPENDITURES BY CATEGORY:</u> (continued)				
Student Transportation	\$16,996,686	\$18,148,833	\$18,974,012	4.5%
Operation of Plant	17,284,858	17,388,188	17,336,219	(0.3%)
Maintenance of Plant	4,464,400	4,592,157	4,364,020	(5.0%)
Fixed Charges	46,648,159	56,174,156	55,670,911	(0.9%)
Capital Outlay	927,784	991,083	3,772,850	280.7
TOTAL – GENERAL FUND-ALL SOURCES	<u>\$217,491,686</u>	<u>\$231,070,606</u>	<u>\$237,508,974</u>	<u>2.8%</u>

STAFFING

Board of Education	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Unrestricted	1,995.87	1,996.87	1,995.66	1,995.66
Restricted	166.23	175.23	171.40	254.60
Food Service	<u>155.90</u>	<u>151.90</u>	<u>151.90</u>	<u>151.90</u>
Board of Education	2,318.00	2,324.00	2,318.96	2,402.16

Note: Includes Chesapeake Public Charter School

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

Level	FY2020 Actual	FY2021 Budget	FY2021 Actual	FY2022 Budget
Elementary/Pre-K	7,779	7,856	7,400	7,868
Middle	4,123	4,108	4,076	4,103
High	5,236	5,282	5,248	5,296
K to 12 FTE's	17,138	17,246	16,724	17,267

BOARD OF EDUCATION

HIGHLIGHTS

The County's funding for the Board of Education (BOE) is budgeted at \$114,540,490, an increase of \$4,997,569 or 4.6% in recurring funding, over the prior year. State-mandated Maintenance of Effort (MOE) requires county funding of \$109,542,840 based on the MSDE Official Enrollment of 16,724 at September 30, 2020. County funding increase provides a 2.5% merit, 1.4% COLA and \$519,778 for contracted transportation.

When combined with the State/Federal/Other funding \$115,399,422 and \$7,569,062 of the Board of Educations' Fund Balance, the total unrestricted budget is \$237,508,974.

The Board of Education's budget also includes a revolving fund of \$8,159,721 for food services and a Restricted Fund of \$79,148,507, for Grants. The Capital Projects are presented separately and projects for Public Schools in FY2022 total \$18,433,000, including \$12,894,000 funded by the County.

COLLEGE OF SOUTHERN MARYLAND

DESCRIPTION

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

OPERATING BUDGET

College of Southern Maryland	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
County Funding	\$4,767,300	\$4,518,686	\$4,876,956	\$4,606,956
Tuition/Fees	23,395,295	19,996,354	21,670,453	21,670,453
State, Federal, Other Revenue	<u>33,468,080</u>	<u>36,041,192</u>	<u>34,282,078</u>	<u>34,686,065</u>
Total – CSM Revenues- All Sources	\$61,630,675	\$60,556,232	\$60,829,487	\$60,963,474

HIGHLIGHTS

The total budget for the College of Southern Maryland (CSM), is increasing from \$60,556,232 to \$60,963,474 or \$407,243 more than the prior year. County funding is at \$4,606,956, which is an increase of \$88,270 or 2% for maintenance of effort. Additionally, \$270,000 in scholarships funded by the American Rescue Act grant. The budget is presented as a total budget to include all campuses.

PERFORMANCE MEASURES

Indicators	Fall 2018	Fall 2019	Fall 2020
FTE Students – Leonardtown Campus Enrollment	1,445	1,345	339
FTE Students – St. Mary's County Residence Virtual Campus	-0-	-0-	1,623

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 have 62,500 square feet of floor space and hold nearly 200,000 physical items. The library also offers over 575,000 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, teen, and adult programming; interlibrary loan; and administration.

OPERATING BUDGET

	FY2020	FY2021	FY2022	FY2022
Board of Library Trustees	Actual	Approved	Request	Approved
Lexington Park Library	\$903,102	\$917,554	\$954,103	\$1,052,491
Leonardtown Library	792,981	908,950	964,075	849,839
Charlotte Hall Library	605,519	632,699	651,991	618,922
Administration	<u>1,693,705</u>	<u>1,504,353</u>	<u>1,533,497</u>	<u>1,530,465</u>
Total Expenses - Library	\$3,995,307	\$3,963,556	\$4,103,666	\$4,051,717
State, Federal, Other Revenue				
Sources	\$953,822	\$939,198	\$941,755	\$940,458
County Funds – Library	2,964,146	2,966,362	3,104,256	3,078,259
Fund Balance (Library)	<u>77,339</u>	<u>57,996</u>	<u>57,655</u>	<u>33,000</u>
Total Revenues, All Funding				
Sources	\$3,995,307	\$3,963,556	\$4,103,666	\$4,051,717

HIGHLIGHTS

The total budget for the Board of Library Trustees is \$4,077,669, which is an increase of \$111,897 or 3.8% over the prior year. County funding is budgeted at \$3,078,259 which is an increase of \$111,897 or 3.8% more than the prior year. This is attributed employee compensation increases and utilities cost increases for the new Leonardtown library. Maintenance of effort for FY2022 is \$1,895,617, based on \$16.70 per resident.

BOARD OF LIBRARY TRUSTEES

PERFORMANCE MEASURES

Indicators	Actual FY2020	Estimated FY2021	Projected FY2022
Physical Circulation of Books and Other Materials	1,306,298	600,000	1,300,000
Digital Circulation	99,526	120,000	140,000
Customer Visits	407,660	250,000	600,000
Program Attendance	22,007	18,000	25,000
Hours Open per Week (total for 3 libraries)	184	90	184
Physical Items in Collection	193,320	195,000	195,000
Digital Tiles Accessible	579,231	580,000	590,000
Uses of PC's	56,342	20,000	60,000
Number of Public PC's	120	140	140
Wi-Fi Uses	28,902	20,000	30,000
Meeting Room Use Instances, Not Attendance	2,913	600	4,500

**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 .82 cents per \$100 of assessed value for the taxpayers of Leonardtown. This is a decrease from last year's differential rate of .84 cents. The assessed value of the County Owned Nontaxable Real Property Assessments is \$37,551,666, requiring a payment of \$44,461.

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, 2020 the County's net OPEB liabilities was \$6.2 million. Based on the report completed on September 25, 2020, the total actuarial determined contribution is \$4,062,000 at an 80% funding target and \$5,861,000 at a 100% funding target for FY2022. The County is including \$3.9 million for current retirees.

Unemployment for FY2022 is included at \$25,000; this is consistent with 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 \$14,918,169 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 FY2021. The estimated allocation of debt service, based on the capital projects being funded, is as follows:

	Principal	Interest	Total
General Obligation	\$9,935,137	\$4,880,165	\$14,815,302
State Loans	\$102,867	\$0	\$102,867

Project Type	Current Debt
Board of Education	\$5,207,707
Roads	3,462,592
Public Safety	2,167,723
Library	1,182,874
Other Facilities	1,460,853
CSM	507,998
Parks	903,648
Solid Waste	24,774
Total	\$14,918,169

TRANSFERS & RESERVES

CAPITAL PROJECTS – GENERAL FUND TRANSFER –

The \$2,954,000 is reflected as a transfer from the General Fund to the Capital Projects Fund to fund several capital projects' costs.

\$2,500,000	Public Schools
366,500	Highways
87,500	Public Facilities
\$2,954,000	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 FY2022 is \$400,000, level with the prior year. The Bond Rating Reserve balance is \$14,715,000 as of June 30, 2020.

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.

The Emergency Services Billing Fund is a separate fund to collect revenue for soft billing for emergency service transport fees and includes paid rescue personnel to supplement current volunteers.

RECREATION AND PARKS ENTERPRISE FUND

Source and Use of Funds	FY2020	FY2021	FY2022	FY2022
	Actual	Approved	Request	Approved
Child Care Programs	\$ 880,937	\$ 1,807,217	\$ 1,895,906	\$ 1,895,906
Therapeutic Division	118,931	168,511	168,511	168,511
Gymnastics Department	367,135	613,674	613,674	613,674
Leisure / Special Programs	77,992	192,639	195,642	195,642
Special Facilities	272,801	558,509	575,994	575,994
Sports Programs	370,409	554,785	573,455	573,455
General Administration	48,983	66,200	68,031	68,031
Appropriation Reserve	4	80,000	80,000	80,000
Total Revenues	\$ 2,137,192	\$ 4,041,535	\$ 4,171,213	\$ 4,171,213
Child Care Programs	\$ 632,900	\$ 1,623,622	\$ 1,705,700	\$ 1,705,700
Therapeutic Division	137,222	203,972	210,587	210,587
Gymnastics Department	359,454	569,825	579,510	579,510
Leisure / Special Programs	71,548	141,031	145,048	145,048
Special Facilities	556,269	705,251	731,649	769,588
Sports Programs	361,790	493,231	519,798	519,798
General Administration	161,981	225,655	229,080	229,080
Appropriation Reserve	-	80,000	80,000	80,000
Total Expenditures	\$ 2,281,164	\$ 4,042,587	\$ 4,201,372	\$ 4,239,311
Revenues Over(Under) Expenditures	\$ (143,972)	\$ (1,052)	\$ (30,159)	\$ (68,098)
Fund Equity (deficit) at June 30 - audited *	\$ 547,256			

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 - FY2020 Audit

WICOMICO SHORES GOLF ENTERPRISE FUND

Source and Use of Funds	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Golf Operations	\$ 695,736	\$ 837,000	\$ 837,000	\$ 837,000
Government/Other Income	-	826	826	826
Restaurant	294,200	440,000	440,000	440,000
House	46,491	35,000	35,000	35,000
Interest Income	-	1,500	1,500	1,500
Golf Shop	42,870	58,800	59,000	59,000
Other/Miscellaneous	446	800	800	800
Appropriation Reserve	-	50,000	50,000	50,000
Total Revenues	\$ 1,079,743	\$ 1,423,926	\$ 1,424,126	\$ 1,424,126
Golf Operations	\$ 101,326	\$ 160,705	\$ 149,440	\$ 149,440
Greens and Grounds	430,597	469,863	474,300	477,748
Restaurant	342,278	426,487	428,953	433,399
House	63,006	70,300	73,400	73,400
Administration	137,177	147,327	148,447	102,687
Golf Shop	26,810	30,839	34,506	34,506
Capital	11,999	24,140	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	\$ 1,149,193	\$ 1,415,661	\$ 1,419,186	\$ 1,381,320
Debt Service - Building	\$ 76,249	\$ 78,318	\$ 78,318	\$ 78,318
Total Expenditures, including debt service	\$ 1,225,442	\$ 1,493,979	\$ 1,497,504	\$ 1,459,638
Revenues Over(Under) Expenditures-incl. debt	\$ (145,699)	\$ (70,053)	\$ (73,378)	\$ (35,512)
Fund Equity (deficit) at June 30, exclusive of net capital assets, net of debt to General Fund, audited	\$ (305,084)			

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 - FY2020 Audit - Unrestricted (\$900,002) + Advanced from General Fund \$594,918

SOLID WASTE AND RECYCLING FUND

Source and Use of Funds	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
SW and Recycling Fees-Residential	\$ 4,173,148	\$ 4,400,000	\$ 4,400,000	\$ 4,400,000
General Gov/Other Income	-	12,868	12,868	12,868
Landfill Tipping Fee	500,152	420,000	420,000	420,000
Recycle Containers	86,669	120,000	120,000	120,000
Pay-Go from General Fund	-	-	-	1,112,193
Appropriation Reserve		30,000	30,000	30,000
Total Revenues	\$ 4,759,969	\$ 4,982,868	\$ 4,982,868	\$ 6,095,061
<u>Solid Waste</u>				
Personal Services	\$ 1,017,019	\$ 1,029,676	\$ 1,029,676	\$ 1,157,133
Operating Supplies	38,081	36,600	37,850	38,650
Hauling & Post-Closure Costs	1,346,166	1,578,403	1,465,219	1,523,562
Communications	5,695	5,760	5,760	5,760
Transportation	51,381	61,000	61,000	61,000
Public Utility	21,312	28,167	28,167	28,167
Tipping Fees	1,340,861	1,490,140	1,536,519	1,536,519
Equipment	-	-	-	1,055,309
Retiree Health	23,000	23,000	23,000	23,000
Lease Payments	185,130	207,745	207,745	207,745
Appropriation Reserve		30,000	30,000	30,000
Total, Solid Waste	\$ 4,028,645	\$ 4,490,491	\$ 4,424,936	\$ 5,666,845
<u>Recycling</u>				
Personal Services	\$ 101,392	\$ 108,659	\$ 108,659	\$ 128,009
Operating Supplies	853	1,400	1,400	1,400
Professional Services	445,887	582,664	577,136	577,136
Communications	-	-	-	-
Transportation	2,111	3,000	3,000	3,000
Rentals	52,666	61,982	61,982	61,982
Hazardous Waste Day Events	68,311	87,575	87,575	87,575
Equipment & Furniture	39,328	40,222	40,222	40,222
Total, Recycling	\$ 710,548	\$ 885,502	\$ 879,974	\$ 899,324
Total Expenditures	\$ 4,739,193	\$ 5,375,993	\$ 5,304,910	\$ 6,566,169
Revenues Over (Under) Expenditures	\$ 20,776	\$ (393,125)	\$ (322,042)	\$ (471,108)
Fund Equity (deficit) at June 30 - audited*	\$379,513			

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 **FY2022 - Environmental Service Fee \$96.57** - Ordinance 2018 - 13 in Section 223 - 34 (3) allows for a 2% increase every year on July 1.

* Page 26 - FY2020 Audit

MISCELLANEOUS REVOLVING FUND

Source and Use of Funds	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Fuel Operations	\$ 12,095	\$ 20,000	\$ 20,000	\$ 20,000
State's Attorney Drug Enforcement	10,844	15,000	30,000	30,000
Community Service Teen Court	-	1,000	1,000	1,000
Department of Aging Special Events/CRAC	85,141	120,000	120,000	120,000
LUGM - Historic Book	315	1,200	-	-
Sheriff's Federal Forfeiture Fund	8,633	-	-	-
Sheriff's "350 Years" Book	340	-	-	-
Sheriff's Local Forfeiture Fund	9,810	25,000	-	25,000
State's Attorney Project Graduation	106,311	90,000	90,000	90,000
St. Mary's County Weed Control	22,200	48,133	48,133	48,133
Appropriation Reserve	-	140,000	140,000	140,000
Total Revenues	\$ 255,689	\$ 460,333	\$ 449,133	\$ 474,133
Fuel Operations	\$ 14,686	\$ 10,000	\$ 10,000	\$ 10,000
Community Service Teen Court	659	1,000	1,000	400
Department of Aging Special Events/CRAC	77,862	120,000	120,000	117,000
LUGM - Historic Book	-	1,200	-	-
Sheriff's Federal Forfeiture Fund	200,000	50,000	50,000	50,000
Sheriff's 350 years Book	-	-	-	-
Sheriff's Local Forfeiture Fund	89,664	67,500	67,500	67,500
State's Attorney Drug Enforcement	4,665	85,046	85,046	89,480
State's Attorney Project Graduation	120,077	90,000	90,000	90,000
St. Mary's County Weed Control	32,348	55,633	55,633	57,577
Appropriation Reserve	-	140,000	140,000	140,000
Total Expenditures	\$ 539,961	\$ 620,379	\$ 619,179	\$ 621,957
Revenues Over (Under) Expenditures	\$ (284,272)	\$ (160,046)	\$ (170,046)	\$ (147,824)
Fund Equity (deficit) at June 30 - audited	* \$932,505			

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 76 - FY2020 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	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Emergency Services – Support Tax	\$ 3,122,367	\$ 3,125,000	\$ 3,125,000	\$ 3,194,000
General Government - Other Income	-	3,030	3,030	3,030
Amoss (508) Grant - Fire & Rescue	300,022	300,022	305,587	305,587
General Fund - Pay-Go for LOSAP	-	-	-	3,200,000
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
Total Revenues	\$ 3,422,389	\$ 3,478,052	\$ 3,483,617	\$ 6,752,617
Emergency Management Recruiting	\$ 117,842	\$ 178,065	\$ 178,065	\$ 184,301
Advanced Life Support Operating	702,531	702,531	702,531	230,720
Emergency Services Committee	165,488	178,140	189,140	189,140
Fire Department Operating Allocation	207,000	207,000	207,000	207,000
Fire Department LOSAP	799,534	802,734	814,867	814,867
Amoss (508) Grant - Fire	150,011	150,011	152,794	152,794
Rescue Squad Operating Allocation	133,000	133,000	133,000	133,000
Emergency Services Billing Fund	-	-	-	1,471,811
Rescue Squad LOSAP	297,629	325,292	346,372	346,372
Amoss (508) Grant - Rescue	150,011	150,011	152,793	152,793
LOSAP OPEB	1,000,000	1,000,000	1,000,000	3,200,000
F & R Revolving Loan Fund, Debt Service	128,043	55,337	55,337	55,427
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
Total Expenditures	\$ 3,851,089	\$ 3,932,121	\$ 3,981,899	\$ 7,188,225
Revenues Over (Under) Expenditures	\$ (428,700)	\$ (454,069)	\$ (498,282)	\$ (435,608)
Fund Equity (deficit) at June 30 - audited*	\$ 460,183			

* Page 123 - FY2020 Audit

EMERGENCY SERVICES BILLING FUND

Emergency Services Billing Fund - established 2021 with initial revenue from CARES funding. Contract with Quick Medic Claims for EMS Transport billing services and medical service fees approved on March 9, 2021. With proposed start date of May 1, 2021.

MOA's approved by CSMC on March 9, 2021. The MOA's with the rescue squads will allow the County government to conduct EMS transport services billing on their behalf.

Source and Use of Funds	FY2020 Actual	FY2021 Approved	FY2022 Request	FY2022 Approved
Emergency Services Billing - 50% (net of fee)	\$ -	\$ -	\$ -	\$ 1,690,715
Average Estimated Run Calls - Rescue Tax	-	-	-	-
Pay-Go from Emergency Support Fund				1,471,811
Total Revenues	\$ -	\$ -	\$ -	\$ 3,162,526
Personal Services	-	-	-	1,676,505
Operating Supplies	-	-	-	141,100
Professional Services	-	-	-	1,155,608
Communication	-	-	-	2,050
Transportation	-	-	-	20,000
Liability Insurance	-	-	-	20,193
Miscellaneous	-	-	-	1,000
Equipment & Furniture	-	-	-	18,200
Total Expenditures	\$ -	\$ -	\$ -	\$ 3,034,656
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ 127,870
Fund Equity (deficit) at June 30 - audited* Year 1	\$ -			

Transport Fee Schedule:		Cost	
Paramedic Ambulance Transport Fee	\$	650.00	
Basic Life Support Transport	\$	425.00	
Paramedic Ambulance - Emergent Transport Fee			
Higher level of Critical Care Provided	\$	700.00	
Ground Mileage	\$	15.00	
		Amount Due from	
Medicare Transport Fees:	Cost	Patient 20%	
Paramedic Ambulance Transport Fee	\$ 650.00	\$	130.00
Basic Life Support Transport	\$ 425.00	\$	85.00
Paramedic Ambulance - Emergent Transport Fee			
Higher level of Critical Care Provided	\$ 700.00	\$	140.00
Ground Mileage	\$ 15.00	\$	3.00

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	3,600	3.6¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,702	5.6¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,736	2.4¢ per \$100 of assessment
Mechanicsville - 5th Election District 5th District Accounts 5,149 4th District Accounts 3,892	9,041	4.6¢ per \$100 of assessment
Hollywood - 6th Election District	5,828	4.4¢ per \$100 of assessment
Avenue – 7th Election District 7th District Accounts 3,180 4th District Accounts 1,035	4,215	5.6¢ per \$100 of assessment
Bay District - 8th Election District	13,092	5.0¢ per \$100 of assessment
St. George Island - 9th Election District	228	5.6¢ per \$100 of assessment

2020 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	3,600	1.1¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,702	1.7¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,736	.9¢ per \$100 of assessment
Mechanicsville 5th Election District 5,149 4th Election District 3,892	9,041	2.0¢ per \$100 of assessment
Hollywood - 6th Election District	5,828	1.4¢ per \$100 of assessment
Avenue 7th Election District 3,180 4th Election District 1,035	4,215	3.0¢ per \$100 of assessment
Lexington Park - 8th Election District	13,092	2.3¢ per \$100 of assessment
St. George’s Island - 9th Election District	228	1.7¢ per \$100 of assessment

2020 Property taxable information

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

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.
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 FY2022 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 2022 Approved Capital Budget - by project and funding source
- 2) Fiscal Year 2023 – Fiscal Year 2027 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 FY2022 appropriation year as well as the planned projects for fiscal years 2023 through 2027. 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 - FY2022

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
HIGHWAYS							
County Bridge Replacement & Repair	415,000	198,500	0	0	216,500	0	0
Culvert Replacement & Repair	545,000	545,000	0	0	0	0	0
FDR Boulevard Extended (MD 4 to Pegg Rd)	1,530,000	1,230,000	0	300,000	0	0	0
Neighborhood Drainage Improvements	620,000	620,000	0	0	0	0	0
Retrofit Sidewalk Program	1,347,500	0	1,088,378	0	0	259,122	0
Roadway & Safety Improvements	4,225,000	3,000,000	1,075,000	0	150,000	0	0
Side-Path or Bikeways	160,000	160,000	0	0	0	0	0
Southampton Neighborhood Revitalization	90,000	90,000	0	0	0	0	0
Street Lighting & Streetscape Improvements	60,000	0	60,000	0	0	0	0
Water Quality & Nutrient Removal	450,000	0	450,000	0	0	0	0
Total Highways	9,442,500	5,843,500	2,673,378	300,000	366,500	259,122	0
LAND CONSERVATION							
Agricultural Land Preservation Programs	3,333,333	0	743,333	0	0	2,000,000	590,000
Rural Legacy Program	4,200,000	0	1,050,000	0	0	3,150,000	0
Total Land Conservation	7,533,333	0	1,793,333	0	0	5,150,000	590,000
MARINE							
Piney Point Lighthouse Museum Shore Erosion	735,000	0	0	0	0	735,000	0
Piney Point Road Shore Erosion	342,000	0	0	0	0	342,000	0
St Patrick Creek Maintenance Dredge	800,000	0	0	0	0	800,000	0
Total Marine	1,877,000	0	0	0	0	1,877,000	0
PUBLIC FACILITIES							
Adult Detention Center Upgrades, Housing & Med Units	3,593,355	1,737,355	0	0	0	1,856,000	0
Airport Improvements	8,385,000	3,134,500	915,500	0	0	4,335,000	0
Building Maintenance & Repairs - Critical	443,000	0	443,000	0	0	0	0
Building Maintenance & Repairs-Programmatic	425,000	0	425,000	0	0	0	0
North County Farmers Market	87,500	0	0	0	87,500	0	0
Parking & Site Improvements	60,000	0	60,000	0	0	0	0
Radio System Upgrades	350,000	0	350,000	0	0	0	0
Regional Meat Processing (RAC)	1,714,166	1,014,166	0	0	0	200,000	500,000
Total Public Facilities	15,058,021	5,886,021	2,193,500	0	87,500	6,391,000	500,000
RECREATION & PARKS							
Park Land and Facility Acquisition	246,431	0	0	0	0	246,431	0
Recreation Facility & Park Improvements	940,000	490,000	0	0	0	0	450,000
Recreation/Community Center	450,000	450,000	0	0	0	0	0
Snow Hill Park	3,000,000	2,400,000	0	100,000	0	500,000	0
Sports Complex	150,000	0	0	0	0	150,000	0
St. Clement's Island Museum Renovations	770,000	770,000	0	0	0	0	0
Total Recreation & Parks	5,556,431	4,110,000	0	100,000	0	896,431	450,000
PUBLIC SCHOOLS							
Aging School Program	57,000	0	7,000	0	0	50,000	0
Building Infrastructure - Critical	1,024,000	1,024,000	0	0	0	0	0
Building Infrastructure - Programmatic	1,536,000	1,243,211	292,789	0	0	0	0
Dynard ES Roof/HVAC Replacement & Emergency Pwr	1,262,000	1,262,000	0	0	0	0	0
High School Turf Fields	2,500,000	0	0	0	2,500,000	0	0
Lettie Marshall Dent ES Addition, HVAC, Electric & Tank	400,000	400,000	0	0	0	0	0
Mechanicsville ES Limited Renovation	7,910,000	2,421,000	0	0	0	5,489,000	0
Piney Point ES HVAC Systemic Renovation	40,000	0	40,000	0	0	0	0
Relocatables for Various Sites	385,000	0	0	385,000	0	0	0
Safety & Security Projects	3,000,000	3,000,000	0	0	0	0	0
Town Creek ES HVAC Systemic Renovation	319,000	319,000	0	0	0	0	0
Total Public Schools	18,433,000	9,669,211	339,789	385,000	2,500,000	5,539,000	0
TOTAL	\$57,900,285	\$25,508,732	\$7,000,000	\$785,000	\$2,954,000	\$20,112,553	\$1,540,000

APPROVED CAPITAL BUDGET - FY2022

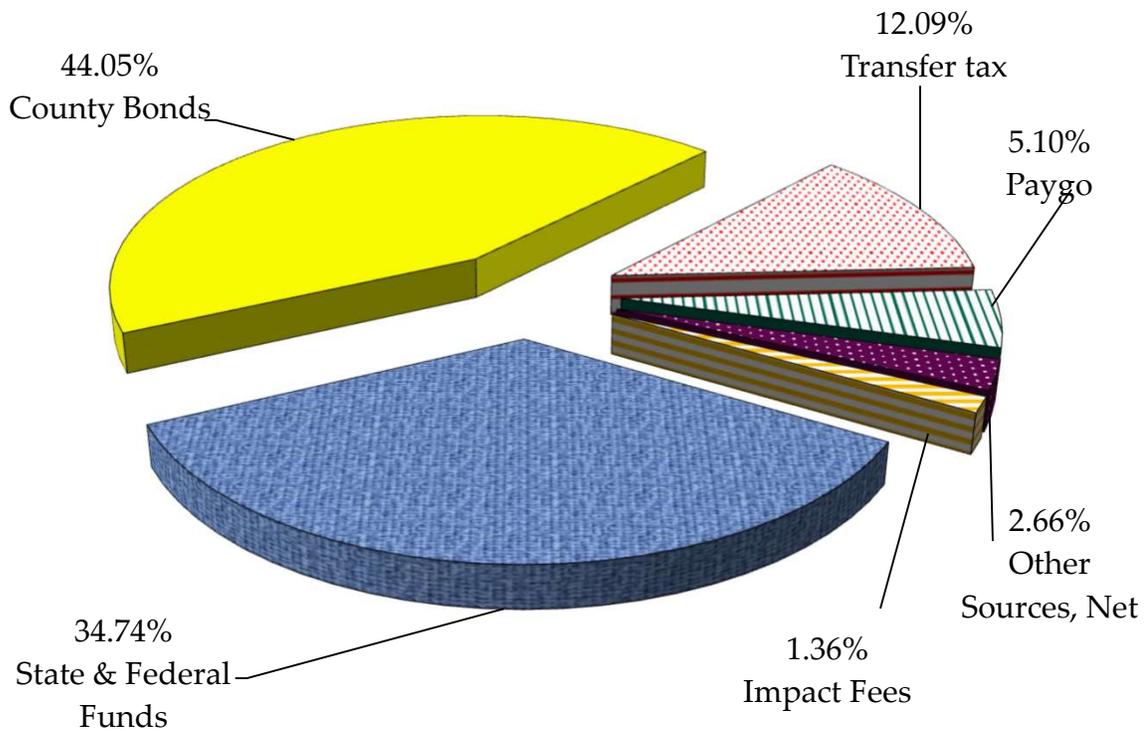
SUMMARY

Project Type	Total	Bonds	X-fer Tax	Impact Fees	Pay-Go	State /Fed	Other
Highways	9,442,500	5,843,500	2,673,378	300,000	366,500	259,122	0
Land	7,533,333	0	1,793,333	0	0	5,150,000	590,000
Marine	1,877,000	0	0	0	0	1,877,000	0
Public Facilities	15,058,021	5,886,021	2,193,500	0	87,500	6,391,000	500,000
Recreation & Parks	5,556,431	4,110,000	0	100,000	0	896,431	450,000
Public Schools	18,433,000	9,669,211	339,789	385,000	2,500,000	5,539,000	0
Total	\$57,900,285	\$25,508,732	\$7,000,000	\$785,000	\$2,954,000	\$20,112,553	\$1,540,000

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.

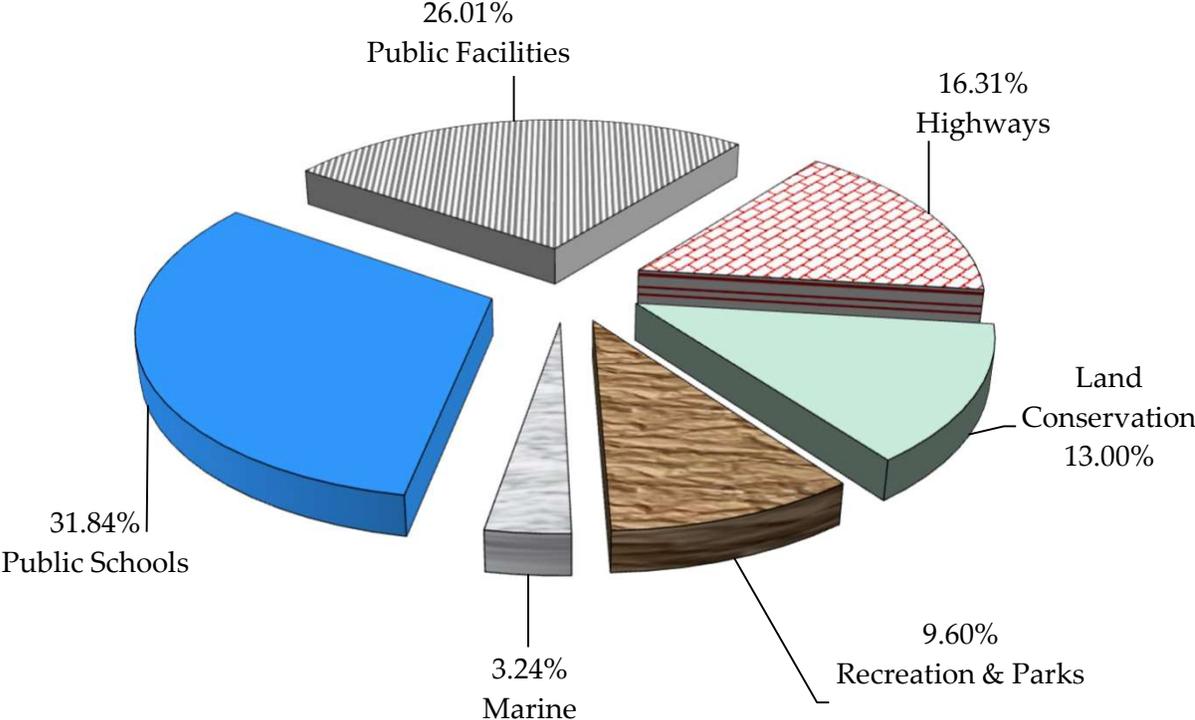
Estimated annual impact fee collections for FY2022 are: Roads-\$300,000; Parks-\$100,000; Schools-\$1,000,000.

FISCAL YEAR 2022 CAPITAL BUDGET - FUNDING SOURCES



State & Federal Funding	\$ 20,112,553
Local Funds:	
County Bonds	25,508,732
Transfer Taxes	7,000,000
Pay-go	2,954,000
Other Sources: Recordation Fees/Agricultural Tax/Fee-in Lieu	1,540,000
Impact Fees	<u>785,000</u>
Total	<u>\$57,900,285</u>

FISCAL YEAR 2022 CAPITAL BUDGET - PROJECTS



Public Schools	\$ 18,433,000
Public Facilities	15,058,021
Highways	9,442,500
Land Conservation	7,533,333
Recreation & Parks	5,556,431
Marine	<u>1,877,000</u>
Total	<u>\$57,900,285</u>

APPROVED 2022 CAPITAL BUDGET AND FY2023 TO FY2027 PLAN

CAPITAL PROJECT	← Approved 5-Year Capital Plan →					
	FY2022 Total	FY2023 Total	FY2024 Total	FY2025 Total	FY2026 Total	FY2027 Total
HIGHWAYS						
County Bridge Replacement & Repair	415,000	400,000	350,000	300,000	300,000	250,000
Culvert Replacement & Repair	545,000	500,000	500,000	500,000	500,000	500,000
FDR Boulevard Extended (MD 4 to Pegg Rd)	1,530,000	12,776,000	0	0	0	0
Neighborhood Drainage Improvements and Rehabilitation	620,000	500,000	500,000	500,000	500,000	500,000
Retrofit Sidewalk Program	1,347,500	500,000	500,000	500,000	500,000	500,000
Roadway & Safety Improvements	4,225,000	4,200,000	4,200,000	3,975,000	3,975,000	3,900,000
Side-Path or Bikeways	160,000	20,000				
Southampton Neighborhood Revitalization	90,000	2,488,200	0	2,553,120	0	2,360,880
Street Lighting & Streetscape Improvements	60,000	0	7,500	52,500	7,500	52,500
Water Quality & Nutrient Removal	450,000	360,000	380,000	600,000	0	0
Total Highways	9,442,500	21,744,200	6,437,500	8,980,620	5,782,500	8,063,380
LAND CONSERVATION						
Agricultural Land Preservation Programs	3,333,333	2,700,000	2,700,000	2,700,000	2,700,000	2,700,000
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	1,100,000	0
Total Land Conservation	7,533,333	5,700,000	5,700,000	5,700,000	6,800,000	5,700,000
MARINE						
Piney Point Lighthouse Museum Shore Erosion	735,000	0	0	0	0	0
Piney Point Road Shore Erosion	342,000	0	0	0	0	0
St. Jerome's Creek Jetties	0	716,000	0	6,051,500	6,051,500	0
St Patrick Creek Maintenance Dredge	800,000	0	0	0	0	0
Total Marine	1,877,000	716,000	0	6,051,500	6,051,500	0
PUBLIC FACILITIES						
Adult Detention Center Upgrades, Housing & Med Units	3,593,355	0	322,000	0	0	0
Airport Improvements	8,385,000	7,888,333	3,000,000	5,000,000	3,000,000	0
Building Maintenance & Repairs - Critical	443,000	418,000	435,000	400,000	405,000	395,000
Building Maintenance & Repairs-Programmatic	425,000	400,000	400,000	400,000	400,000	400,000
California Farmers Market	0	0	0	0	200,000	0
Emergency Communications Center Exp	0	1,534,950	0	0	0	0
Fire and Rescue Revolving Loan Fund	0	0	100,000	0	0	0
North County Farmers Market	87,500	0	0	0	0	0
Parking & Site Improvements	60,000	60,000	60,000	0	0	0
Radio System Upgrades	350,000	0	0	0	0	0
Regional Meat Processing Fac/Regional Agricultural	1,714,166	0	0	0	0	0
Sheriff's Headquarters Facility	0	710,925	8,803,100	910,925	24,465,155	0
Total Public Facilities	15,058,021	11,012,208	13,120,100	6,710,925	28,470,155	795,000
RECREATION & PARKS						
Central County Park	0	350,000	0	0	0	0
Elms Beach Park Improvements	0	1,156,275	0	0	0	0
Park Land and Facility Acquisition	246,431	246,431	246,431	246,431	246,431	246,431
Recreation Facility & Park Improvements	940,000	1,010,000	967,500	650,000	527,500	0
Recreation/Community Center	450,000	581,000	0	15,800,000	0	0
Shannon Farm Property	0	2,743,000	0	0	0	0
Snow Hill Park	3,000,000	3,000,000	0	0	0	0
Sports Complex	150,000	0	0	0	0	0
St. Clement's Island Museum Renovations	770,000	0	0	0	0	0
Three Notch Trail - Phase Eight	0	0	5,100,000	0	0	0
Total Recreation and Parks	5,556,431	9,086,706	6,313,931	16,696,431	773,931	246,431

APPROVED 2022 CAPITAL BUDGET AND FY2023 TO FY2027 PLAN

CAPITAL PROJECT	← Approved 5-Year Capital Plan →					
	FY2022 Total	FY2023 Total	FY2024 Total	FY2025 Total	FY2026 Total	FY2027 Total
PUBLIC SCHOOLS						
Aging School Program	57,000	0	0	0	0	0
Athletic Turf Fields - 3 High Schools	2,500,000	0	0	0	0	0
Building Infrastructure - Critical	1,024,000	874,000	630,000	505,000	330,000	964,000
Building Infrastructure - Programmatic	1,536,000	676,000	492,000	775,000	808,000	782,000
Chopticon HS HVAC Systemic Renovation	0	0	125,000	1,112,000	13,042,000	8,320,000
Dr. James A. Forrest Career & Technology Study	0	0	0	0	0	25,000
Dynard ES Roof/HVAC Replacement & Emerg Pwr	1,262,000	0	0	0	0	0
Great Mills HS Partial Roof Replacement	0	1,500,000	9,330,000	0	0	0
Green Holly ES Roof/HVAC Systemic Renovation	0	59,000	1,250,000	9,224,000	0	0
Leonardtown HS - HVAC Pre-Design Study	0	0	0	0	0	75,000
Lettie Marshall Dent ES Addition, HVAC/ Elec/Tank	400,000	6,134,000	1,851,000	0	0	0
Lexington Park ES Roof Replacement	0	0	0	0	40,000	0
Mechanicsville Elementary School Modernization	7,910,000	2,862,000	0	0	0	0
Piney Point ES HVAC Systemic Renovation	40,000	501,000	4,848,000	498,000	0	0
Relocatables for Various Sites	385,000	385,000	0	0	0	0
Ridge ES HVAC Systemic Renovation	0	0	0	0	40,000	0
Safety & Security Projects	3,000,000	0	0	0	0	0
Town Creek ES HVAC Systemic Renovation	319,000	3,283,000	0	0	0	0
Total Public Schools	18,433,000	16,274,000	18,526,000	12,114,000	14,260,000	10,166,000
TOTAL	\$57,900,285	\$64,533,114	\$50,097,531	\$56,253,476	\$62,138,086	\$24,970,811

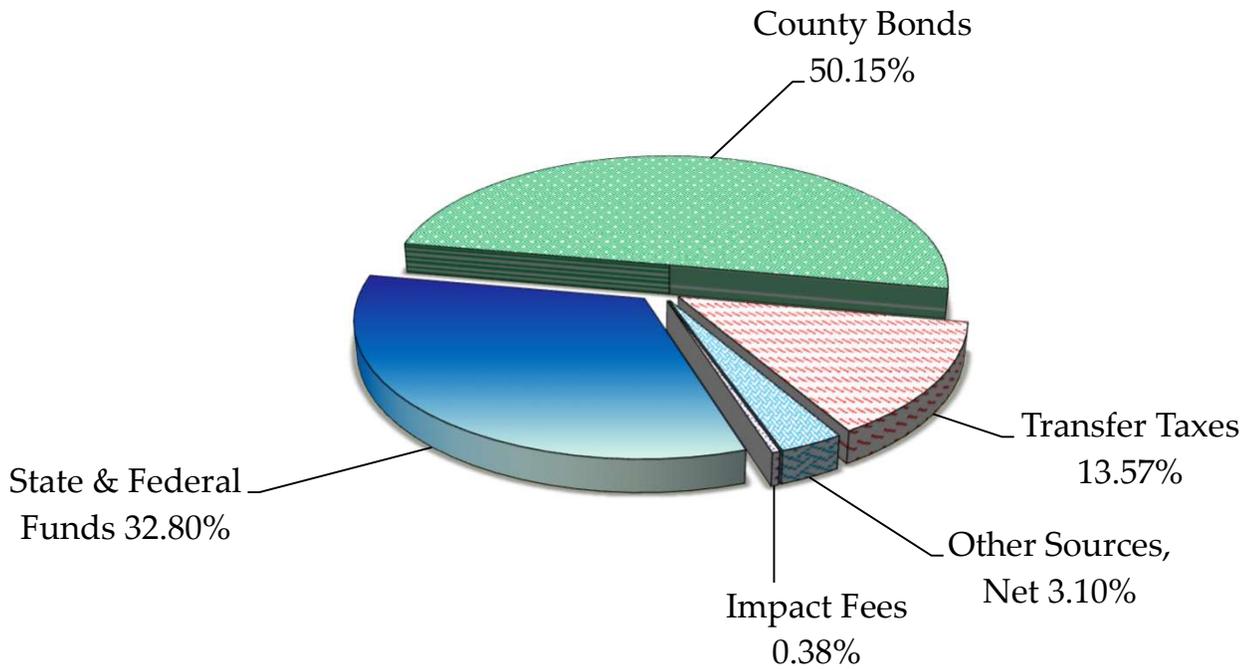
Capital Project Summary - By Type

Highways	9,442,500	21,744,200	6,437,500	8,980,620	5,782,500	8,063,380
Land	7,533,333	5,700,000	5,700,000	5,700,000	6,800,000	5,700,000
Marine	1,877,000	716,000	0	6,051,500	6,051,500	0
Public Facilities	15,058,021	11,012,208	13,120,100	6,710,925	28,470,155	795,000
Recreation and Parks	5,556,431	9,086,706	6,313,931	16,696,431	773,931	246,431
Public Schools	18,433,000	16,274,000	18,526,000	12,114,000	14,260,000	10,166,000
Total	\$57,900,285	\$64,533,114	\$50,097,531	\$56,253,476	\$62,138,086	\$24,970,811

Capital Project Summary - By Source of Funds

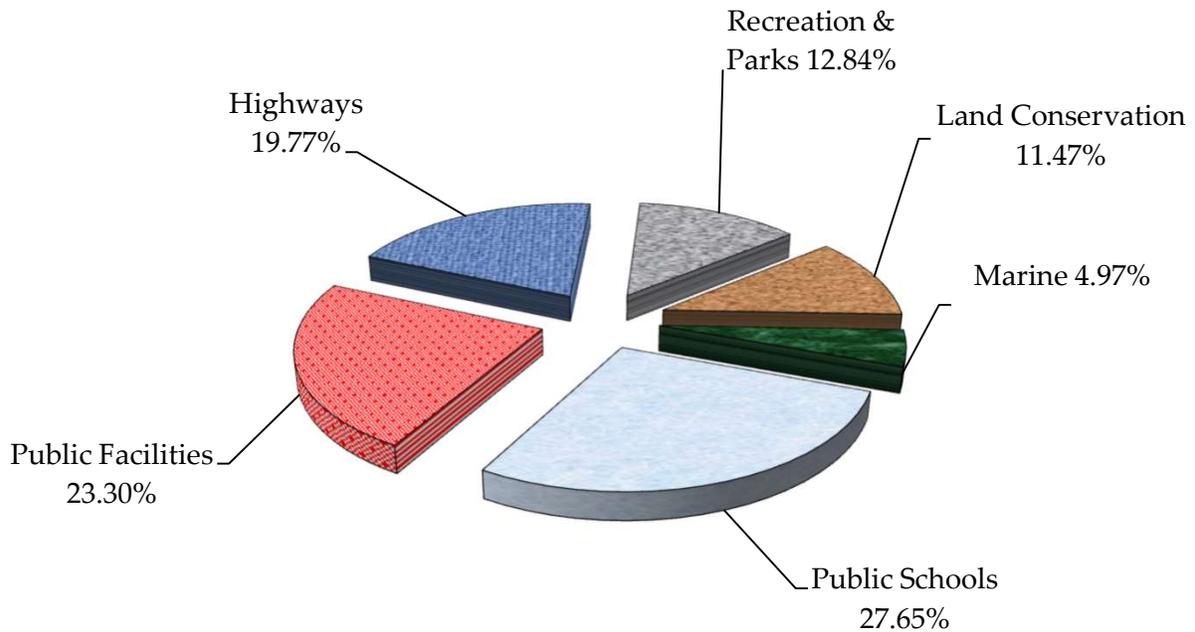
State/Federal	20,112,553	18,038,997	19,461,431	19,130,931	19,780,931	8,211,431
Impact Fees - Schools	385,000	385,000	0	0	0	0
Impact Fees -Roads	300,000	300,000	0	0	0	0
Impact Fees - Parks	100,000	100,000	100,000	100,000	0	0
Transfer Taxes	7,000,000	7,000,000	7,000,000	6,957,500	7,042,500	7,000,000
Ag/Recordation	550,000	550,000	550,000	550,000	550,000	550,000
Ag/Transfer	40,000	50,000	50,000	50,000	50,000	50,000
Forestation/Critical Area/Private	950,000	0	0	5,000,000	0	0
Pay-Go	2,954,000	0	0	0	0	0
Bonds	25,508,732	38,109,117	22,936,100	24,465,045	34,714,655	9,159,380
Total	\$57,900,285	\$64,533,114	\$50,097,531	\$56,253,476	\$62,138,086	\$24,970,811

FISCAL YEAR 2023 – FISCAL YEAR 2027 CAPITAL PLAN - FUNDING SOURCES



State & Federal Funding	\$84,623,721
Local Funds:	
County Bonds	129,384,297
Transfer Taxes	35,000,000
Other Sources Recordation Fees/Agricultural Tax/Mitigation	8,000,000
Impact Fees	<u>985,000</u>
Total	<u>\$257,993,018</u>

FISCAL YEAR 2023 - FISCAL YEAR 2027 CAPITAL PLAN - PROJECTS



Public Schools	\$71,340,000
Public Facilities	60,108,388
Highways	51,008,200
Recreation and Parks	33,117,430
Land Conservation	29,600,000
Marine	<u>12,819,000</u>
Total	<u>\$257,993,018</u>



HIGHWAYS



Project Title County Bridge Replacement & Repair	Project Number HW-2104	Classification Highways
Project Description Design, replace, rehabilitate, inspect, County Bridges throughout the County's Highway Maintenance Road Network. Project is created to cover bridge or bridge like structures that do not qualify for Federal Bridge Inspections due to the short span. Approved monies will be utilized to address the County's consultant recommendations for structural repair and maintenance based on their Bridge Inspection Reports. Repairs may include replacement of decking, safety railings, pilings, structural beams and bulkheads. Construction is anticipated for replacement/repair projects, including but not limited to Busy Corner Road and Manor Road. Also, will require setting up a database by consultants of countywide culverts and their conditions to allow for annual programs to replace or repair those with highest priority as necessary. The Asset Management Division would maintain the database once created. NOTE: There are many bridge like structures that are the responsibility of County to inspection and maintain. The two sites specifically listed below were washed out during the Tropical Storm Isaias and did not qualify for FEMA/MEMA finding. The "Assessment" Appropriation Phase is intended to create a benchmark or current status of all County Inspected Bridges. Construction could be dependent upon MDE In-stream fisheries restrictions. Mechanicsville Road (large diameter pipe crossing) needs replacing because the pipes are rusted significantly. Environmental permit is required and estimated to cost 25,000 for surveying and design.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization , economic development , and environmental stewardship. P. 11-1

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
Architect / Engineering									
Bridge Replacement Manor Road (Design Install)	662,500	662,500							
Bridge Replacement Busy Corner Rd (Design & Install)	632,500	632,500							
Inspection / Assessment of County Bridges	75,000	75,000							
Cross Pipe Replacements (Pipes larger than 48" Dia)	2,015,000		415,000	400,000	350,000	300,000	300,000	250,000	
Other (Unanticipated and Equip Rental)									
Contingencies (10%)									
TOTAL COSTS	3,385,000	1,370,000	415,000	400,000	350,000	300,000	300,000	250,000	

Funding Schedule

BONDS	1,798,500		198,500	400,000	350,000	300,000	300,000	250,000	
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	216,500		216,500						
STATE FUNDS									
FEDERAL FUNDS	1,370,000	1,370,000							
TOTAL FUNDS	3,385,000	1,370,000	415,000	400,000	350,000	300,000	300,000	250,000	

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
Personal Services Costs						
Supplies & Materials						
TOTAL COSTS						

Project Title Culvert Replacement & Repair	Project Number HW-2205	Classification Highways
Project Description Design, replace, rehabilitate, inspect, line and/or upgrade deteriorated/inadequate culvert crossings and outfall channels throughout the County's Highway Maintenance road network. Project may also include the upgrade of failing or inadequate storm drain systems and eroded outfalls. Construction costs increase to account for a higher than anticipated number of replacement/repair projects. Also will require setting up a database for the countywide culverts and their conditions to allow for yearly programs to replace or repair those with highest priority. Completion dates for stream impact are dependent upon MDE restrictions. Appropriation Phase Item "Construction/Repair" is intended for pipes along county roadways. New item "Construction/Repair of Cross-pipes is for the repair/replacement/additional pipes crossing a county road. Damages to roads and drainage infrastructure caused by the Tropical Storm Isaias have been repaired and funding will be necessary for any work not reimbursable through FEMA/MEMA. Estimating \$500,000 in pipe repair/replacement and \$150,000 for design or permits, each year.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	920,000		170,000	150,000	150,000	150,000	150,000	150,000	
CONSTRUCTION/REPAIR	1,765,000		325,000	240,000	300,000	300,000	300,000	300,000	
ALL FAITH CHURCH ROAD	60,000			60,000					
Prior Approved Completed Projects									
MECHANICSVILLE HEAD WALLS									
ST JOHNS ROAD									
ALBATOSS STREET									
SEASIDE VIEW ROAD									
CONSTRUCTION/REPAIR OF CROSS-PIPES	300,000		50,000	50,000	50,000	50,000	50,000	50,000	
TOTAL COSTS	3,045,000		545,000	500,000	500,000	500,000	500,000	500,000	

Funding Schedule										
BONDS	2,545,000		545,000	500,000	500,000	500,000	500,000	500,000		
TRANSFER TAXES	500,000								500,000	
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	3,045,000		545,000	500,000	500,000	500,000	500,000	500,000	500,000	

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 the third phase of construction for 1.8 miles between MD 237 and Pegg Road and 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. Phase 3 Construction cost estimate (100%) for the roadway work dated October 15, 2020 was \$2,126 per foot. Phase 3 Estimate includes landscaping, roundabouts (2), street lighting, and storm drain / SWM management. Assume 7 % for utility relocation and 3% inspection /testing and 10% for construction contingency. Utility relocation and construction estimate are the reason for the project increase.		
		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 maintenance costs are approx. \$6.75 per linear foot (Phase 3A \$28,512 and Phase 3B \$35,640). SWM maintenance at \$4,000 per facility/year for Phase 3A (3 Facilities) \$12,000 and Phase 3B (1 Facility) \$4,000. Supplies/Materials estimated at \$2,000 annually (3A and 3B Total). Phase 3 costs for electricity for 207 LED SOW lights at \$4.70 per light/month equates to \$11,700 annually (3A \$5,200 and 3B \$6,500).		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	1,900,000	1,750,000	150,000						
LAND/ESM'T AQUISITION	6,308,772	5,658,772	650,000						
PH1-FIRST COLONY to M237	13,806,800	13,806,800							
PH3- MD237 to PEGG RD	19,402,550	8,702,550		10,700,000					
PH2 - MD246 to SHANGRI LA DR	1,112,000	1,112,000							
WETLANDS MITIG/REFORESTATION	525,000	375,000	150,000						
UTILITY RELOCATION (7-15%)	2,741,638	1,761,638	580,000	400,000					
MATERIAL TESTING/ INSPECTION (3%)	1,119,329	798,329		321,000					
CONSTRUCTION MANAGEMENT	755,000	470,000		285,000					
CONTINGENCIES (10%)	2,557,644	1,487,644		1,070,000					
TOTAL COSTS	50,228,733	35,922,733	1,530,000	12,776,000					

Funding Schedule

BONDS	38,254,738	24,548,738	1,230,000	12,476,000					
TRANSFER TAXES	275,200	275,200							
IMPACT FEES	3,807,905	3,207,905	300,000	300,000					
PAY-GO	459,340	459,340							
IMPACT FEES-SCHOOLS	6,886,550	6,886,550							
FEES IN LIEU/MITIGATION	545,000	545,000							
TOTAL FUNDS	50,228,733	35,922,733	1,530,000	12,776,000					

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
SUPPLIES & MATERIALS (HIGHWAY DIVISION)		1,000	1,000			
UTILITIES (COUNTY HWYS ELECTRIC)		5,200	6,500			
HIGHWAY MAINTENANCE COSTS (CONTRACT SERVICES)		28,512	35,640			
STORMWATER MANAGEMENT MAINTENANCE COSTS (CONTRACT SERVICES)		12,000	4,000			
TOTAL COSTS		46,712	47,140			

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 but not limited to the following: Golden Beach Subdivision Phase 1 Golden Beach Subdivision Phase 2 - Intending to move Ph2 to complete 6/30/2021 Golden Beach Subdivision Phase 3 - Estimated Completion Date: 4/2022 St. Clements Shores - Estimated Completion Date: 8/31/2022 FY2022 Tall Timbers - Estimated Completion Date: 12/31/2023 FY2023		 <p data-bbox="805 758 1523 869"> 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 </p>
Discussion of Operating Budget Impact Stormwater Management maintenance needs.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ENGINEERING/SURVEY	1,400,000	400,000	200,000	200,000	150,000	150,000	150,000	150,000	
CONSTRUCTION	2,400,000	700,000	350,000	230,000	280,000	280,000	280,000	280,000	
PROPERTY/EASEMENT ACQU	200,000	50,000	25,000	25,000	25,000	25,000	25,000	25,000	
UTILITY RELOCATION	140,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
CONTINGENCIES	190,000	40,000	25,000	25,000	25,000	25,000	25,000	25,000	
TOTAL COSTS	4,330,000	1,210,000	620,000	500,000	500,000	500,000	500,000	500,000	

Funding Schedule

BONDS	4,127,500	1,210,000	620,000	500,000	500,000	500,000	500,000	297,500	
TRANSFER TAXES	202,500							202,500	
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	4,330,000	1,210,000	620,000	500,000	500,000	500,000	500,000	500,000	

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
SWM Maintenance		5,000	5,000	5,000	5,000	
TOTAL COSTS		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. 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. Projects listed but not limited to the following: South Shangri-La, Wildewood Blvd, Pegg Road, Westbury Blvd, MD235 repairs, and upgrades due to the road (mill and overlay) program. Installation of a crosswalk on MD 235-From Gate2 to Great Mills Road.		 <p data-bbox="805 737 1516 814"> 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 SWM Maintenance needed.		

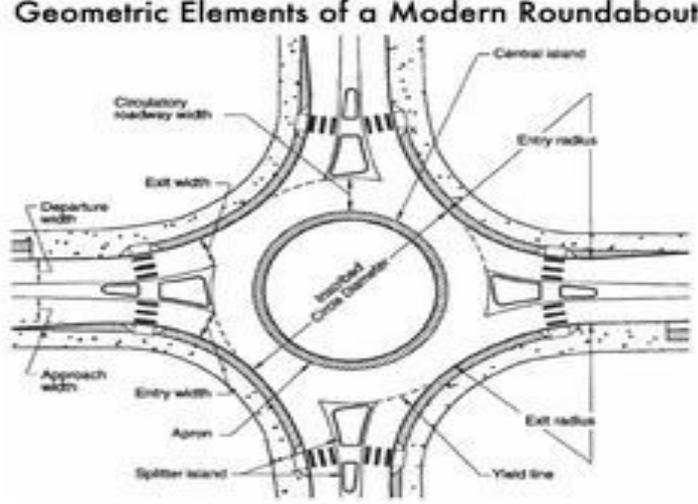
Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ASSESSMENT	20,000	20,000							
ENGINEERING/SURVEY	355,000	205,000	25,000	25,000	25,000	25,000	25,000	25,000	
LAND ACQUISITION	75,000	30,000	45,000						
CONSTRUCTION	3,524,500	432,500	1,057,500	372,500	415,500	415,500	415,500	415,500	
MGMT/INSPECT	147,500	12,500	110,000	25,000					
MATERIAL TESTING	20,500		7,500	5,000	2,000	2,000	2,000	2,000	
UTILITY RELOCATION	140,000	25,000	50,000	25,000	10,000	10,000	10,000	10,000	
CONTINGENCIES	262,500	37,500	37,500	37,500	37,500	37,500	37,500	37,500	
AS-BUILT	65,000		15,000	10,000	10,000	10,000	10,000	10,000	
TOTAL COSTS	4,610,000	762,500	1,347,500	500,000	500,000	500,000	500,000	500,000	500,000

Funding Schedule

BONDS									
TRANSFER TAXES	3,843,861	255,483	1,088,378	500,000	500,000	500,000	500,000	500,000	
IMPACT FEES									
PAY-GO	507,017	507,017							
STATE FUNDS	259,122		259,122						
FEDERAL FUNDS									
TOTAL FUNDS	4,610,000	762,500	1,347,500	500,000	500,000	500,000	500,000	500,000	500,000

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
OTHER (ROADWAY MAINTENANCE COST)			4,125	4,250	4,500	4,750
TOTAL COSTS			4,125	4,250	4,500	4,750

Project Title Roadway & Safety Improvements	Project Number HW-2101	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. Studies of intersection have been performed and resulted in the recommendation of roundabouts at Golden Beach/All Faith and Wildewood Prky/Blvd. Pedestrian travel will be accommodated in the design of VVW Prwy/Blvd. Roundabout Appropriation added. Widening Appropriation added-Mill Pond Road intended recipient. Sheriff Office identified the need to improve the St Johns Rd/Sandy Bottom Rd intersection. Higher traffic flows have been noticed since the Wildewood connection tied to Lawrence Hayden.		
		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 Facilities constructed for the new roundabouts will require maintenance. The size of the facility and impact to operating has been estimated.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027		
ASPHALT OVERLAY	18,000,000		3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	
ARCHITECT/ENGINEERING	625,000	25,000	150,000	150,000	150,000	150,000	75,000	75,000		
CONSTRUCTION/SURFACING	7,526,500	4,591,500	685,000	450,000	450,000	450,000	450,000	450,000	450,000	
GUARDRAIL ENDTREATMENTS	560,000		60,000	100,000	100,000	100,000	100,000	100,000	100,000	
CRACKSEALING	180,000		30,000	30,000	30,000	30,000	30,000	30,000	30,000	
OTHER(unanticipated and equipment rental)	660,000		110,000	110,000	110,000	110,000	110,000	110,000	110,000	
LAND ACQUISTION	100,000		40,000	60,000						
ROUNDAABOUT CONSTRUCTION	840,000				210,000	210,000	210,000	210,000	210,000	
ROAD WIDENING	150,000			150,000						
Design for Intersection Improvement	450,000		150,000	150,000	150,000					
TOTAL COSTS	29,091,500	4,616,500	4,225,000	4,200,000	4,200,000	3,975,000	3,975,000	3,900,000	3,900,000	

Funding Schedule										
BONDS	8,391,050	2,634,896	3,000,000	1,936,654	669,500	75,000	75,000			
TRANSFER TAXES	20,550,450	1,981,604	1,075,000	2,263,346	3,530,500	3,900,000	3,900,000	3,900,000	3,900,000	
PAY-GO	150,000		150,000							
TOTAL FUNDS	29,091,500	4,616,500	4,225,000	4,200,000	4,200,000	3,975,000	3,975,000	3,900,000	3,900,000	

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
SWM Maintenance			1,500	1,000		
TOTAL COSTS			1,500	1,000		

Project Title Side-Path or Bikeways	Project Number HW-2102	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. The grant was not awarded to St Mary's last summer. Specific site for design: Side-Path along MD4 (St. Andrews Church Road) from Wildewood Parkway to FDR Boulevard. Seek MDOT grant for FY2023 Bikeways or chose to fund the project through the County's means.		 <p data-bbox="805 730 1510 810">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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
Engineering/Design									
Land Acquisition	20,000		20,000						
Construction	140,000		140,000						
Inspection/Project Management									
Utilities/Relocations									
Other: Signage/Landscaping	20,000			20,000					
TOTAL COSTS	180,000		160,000	20,000					

Funding Schedule

BONDS	160,000		160,000						
TRANSFER TAXES	20,000			20,000					
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
IMPACTS FEES									
TOTAL FUNDS	180,000		160,000	20,000					

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
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 lineal feet) with construction funding in FY2023. Phase 2 includes a portion of Lincoln Avenue and Southampton Drive, Cambridge Avenue, Brighton Avenue (2,364 lineal feet) with construction funding in FY2025. Phase 3, formerly known as Carver Heights, includes a portion of Lincoln Avenue and Thurman Davis Lane (2,186 lineal feet) with construction funding in FY2027. Due to narrow road right-of-way widths (30' wide) on most streets, additional property acquisition for fee/easement areas is needed as ex. curb and sidewalks are located on many properties along the roadways. Following the completion of design, additional property acquisition for Phase 1 will begin in FY2022 with construction moved back to FY2023.		
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 estimated at approx. \$15,000 annually. All SWM devices to be installed within Phase 1.		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
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
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	300,000	60,000	90,000	150,000					
TOTAL COSTS	8,277,420	785,220	90,000	2,488,200			2,553,120		2,360,880

Funding Schedule									
BONDS	8,082,572	725,220	90,000	2,353,352			2,553,120		2,360,880
TRANSFER TAXES	194,848	60,000		134,848					
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	8,277,420	785,220	90,000	2,488,200			2,553,120		2,360,880

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE &EQUIPMENT						
SWM MAINTENANCE				15,000		
TOTAL COSTS				15,000		

Project Title Street Lighting & Streetscape Improvements	Project Number HW-2204	Classification Highways
<p>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. Includes globe change-out for existing lights on FDR. Estimated 25 lights on FDR to produce bills by FY2023.</p>		 <p>Compliance With Comprehensive Plan Section 9.1.1.D Revitalize established business and commercial centers in designated growth areas. P. 9-7</p>
<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</p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	15,000					7,500		7,500	
LAND ACQUISITION									
CONSTRUCTION	165,000		60,000				52,500		52,500
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	180,000		60,000			7,500	52,500	7,500	52,500

Funding Schedule

BONDS									
TRANSFER TAXES	180,000		60,000			7,500	52,500	7,500	52,500
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	180,000		60,000			7,500	52,500	7,500	52,500

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES (electric)		6,000			6,000	
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS		6,000			6,000	

Project Title Water Quality & Nutrient Removal	Project Number HW-2108	Classification Highways
Project Description Project is focused on impending Watershed Management efforts that include; stormwater management retrofit efforts, potential Municipal Separate Storm Sewer System (MS4) NPDES creditable practices that may be required to ensure that County meets its current MS4 commitments, and support for creditable shoreline or wetland projects with grant funding potential. These efforts all provide County watershed benefits as well as to ensure MS4 Permit compliance.		 <p style="color: red; font-size: small;">St Marys WQ&NRP Hollywood E.S. Panoramic View 10/15/2018</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.
Discussion of Operating Budget Impact Operational impacts include funding for MS4 data management and compliance assessment to support reporting functions, on-demand tasking for emergent issues related to manpower support and potential testing requirements for water quality management practices and funding to address annual maintenance activities for the previous year's completed projects.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
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									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
GENERAL FUND TRANSFER									
TOTAL FUNDS	2,190,000	400,000	450,000	360,000	380,000	600,000			

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs		1				
PERSONAL SERVICES COSTS		77,768				
CONTRACTED SERVICES		75,000	5,000	5,000		
SUPPLIES & MATERIALS						
OTHER						
TOTAL COSTS		152,768	5,000	5,000		

LAND CONSERVATION



Project Title Agriculture Land Preservation Programs	Project Number AP-1701	Classification Land Conservation
Project Description Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources. Updated to show General Allotment State Funding. A. The County provides matching funds for the Maryland Agriculture Land Preservation Foundation Program. Each year the Maryland Agricultural Land Preservation Foundation (MALPF) requests the amount of matching funds the County has available to commit to the MALPF program. The State has a general allotted amount of \$658,380 available to every County. In the matching funds program, for every dollar the County allocates, the State matches it with \$1.50 up to a maximum of \$2,000,000. When the State provides this level of matching funds and there is a demand for the program the County expects to continue to provide the maximum amount of matching funds to leverage the most state dollars. B. The County also provides matching funds for the Rural Legacy Program through CIP AP-1702.		 <p data-bbox="805 730 1484 785">Compliance With Comprehensive Plan Section 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
EASEMENT ACQUISITION	30,274,136	13,440,803	3,333,333	2,700,000	2,700,000	2,700,000	2,700,000	2,700,000	
LAND ACQUISITIONS									
CONSULTING									
INSPECTION									
DIRECT VENDOR PAY									
TOTAL COSTS	30,274,136	13,440,803	3,333,333	2,700,000	2,700,000	2,700,000	2,700,000	2,700,000	

Funding Schedule										
TRANSFER TAXES	3,519,974	1,776,641	743,333	200,000	200,000	200,000	200,000	200,000	200,000	
AG/RECORDATION	4,872,673	1,572,673	550,000	550,000	550,000	550,000	550,000	550,000	550,000	
AG/TRANSFER	470,000	180,000	40,000	50,000	50,000	50,000	50,000	50,000	50,000	
STATE FUNDS	16,000,000	8,800,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	
GENERAL ALLOTMENT STATE	4,300,000		800,000	700,000	700,000	700,000	700,000	700,000	700,000	
CIGARETTE RESTITUTION FUNDS	1,040,037	1,040,037								
FOREST CONSERVATION FEE	71,452	71,452								
TOTAL FUNDS	30,274,136	13,440,803	3,333,333	2,700,000	2,700,000	2,700,000	2,700,000	2,700,000	2,700,000	

Operating Impacts							
	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
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
Project Description Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources. A). The County provides matching funds for the 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 Mattapany Rural Legacy Area. St. Mary's County has prioritized funding for the Mattapany Rural Legacy Area (RLA). The Patuxent Tidewater Land Trust (PTLT), Maryland Department of Natural Resources and St. Mary's County Government are co-sponsors of the Rural Legacy project in the Huntersville Rural Legacy Area; B). In the Mattapany RLA, the County is matching 25%, DNR is matching 25%, and REPI is matching 50% of the total easement cost. Easements are held in perpetuity; C). The County also provides matching funds for the Maryland Agriculture Land Preservation Foundation Program through CIP AP-1701.		 <p data-bbox="805 730 1521 793"> Compliance With Comprehensive Plan Section 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
EASEMENT ACQUISITION	39,314,021	20,114,021	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	39,314,021	20,114,021	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	9,169,980	4,369,980	1,050,000	750,000	750,000	750,000	750,000	750,000	
STATE FUNDS	9,166,125	4,366,125	1,050,000	750,000	750,000	750,000	750,000	750,000	
FEDERAL FUNDS	18,332,250	8,732,250	2,100,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
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							
TOTAL FUNDS	39,314,021	20,114,021	4,200,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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.		
Discussion of Operating Budget Impact		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.

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
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									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS	500,000						500,000		
TRANSFER TAX	600,000						600,000		
TOTAL FUNDS	1,100,000						1,100,000		

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

MARINE



St. George Island Shore Erosion Project

Project Title Piney Point Lighthouse Museum Shore Erosion	Project Number MA-2102	Classification Marine
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. A. Project consists of the design and installation of shore erosion control device along the actively eroding shoreline fronting Piney Point Lighthouse & Museum. B. Design, preparation of bid documents and inspection will be performed by the DPW&T with A/E support. 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. 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. E. Temporary placement of 200 LF of used Biologs was placed at existing pier in Late 2019. F. Funding via 0% DNR Loans and Coastal Resiliency grants will be pursued for this project.		
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 Yearly maintenance of shore erosion device to include trash removal and/or invasive species removal if a living shoreline is in place.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
Architect/Engineering	60,000	60,000							
Construction	700,000		700,000						
Inspection	10,000		10,000						
Critical Area Mitigation	25,000		25,000						
TOTAL COSTS	795,000	60,000	735,000						

Funding Schedule

BONDS									
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
FEDERAL FUNDS									
STATE FUNDS/LOANS	795,000	60,000	735,000						
TOTAL FUNDS	795,000	60,000	735,000						

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER		150	150			
TOTAL COSTS		150	150			

Project Title Piney Point Road Shore Erosion	Project Number MA-2103	Classification Marine
Project Description Design and construct approximately 500 feet of shore erosion protection along the Piney Point Road/ Island Creek waterfront to provide the needed shore erosion protection to the County maintained road. A. Project consists of the design and installation of shore erosion protection 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. B. Design, preparation of bid documents and inspection will be performed by the MD DNR and DPW&T with A/E support. 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. D. The Department of Natural Resources Shore Erosion Control Program has 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. E. It should be noted that while this project will slow the erosion on the shore, there will still be occasional flooding in the vicinity due to the sea level elevation of the area.		 <p data-bbox="805 737 1520 814"> 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 Yearly maintenance of shore erosion device to include trash removal and/or invasive species removal if a living shoreline is in place.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
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/LOANS	372,000	30,000	342,000						
TOTAL FUNDS	372,000	30,000	342,000						

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER		150	150	150	150	150
TOTAL COSTS		150	150	150	150	150

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 proposed a new concept of sand base, stone blankets and wider stone base for jetties. This concept is being evaluated with the feasibility study, much like the original study. Corps' estimate cost of study is \$387,100. Cost share is 50/50 Federal/Local. Local share of \$167,100 includes \$136,350 cash and \$30,750 in-kind services. Bearing in mind the time for final reviews and permit approvals by MDE and the Corps, construction has been moved out to FY2025. DESIGN & IMPLEMENTATION: Revised cost estimates for the design & implementation (construction) are based on the concept that the current study is progressing on and includes 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.		
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
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
COMPLETE FEASIBILITY STUDY	387,100	387,100							
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	642,100		716,000			6,051,500	6,051,500	

Funding Schedule										
BONDS	2,932,175	198,175					1,367,000	1,367,000		
TRANSFER TAXES	308,025	236,425		71,600						
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS	10,180,775	167,375		644,400			4,684,500	4,684,500		
OTHER SOURCES	40,125	40,125								
TOTAL FUNDS	13,461,100	642,100		716,000			6,051,500	6,051,500		

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
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 with pending grant funds from MD DNR. Design could begin in FY2022. A. DNR Staff performed bathymetric survey 2019 as per request of DPW&T staff and community to verify severe shoaling of navigation channel. Project will attempt to locate beach replenishment location in lieu of a DMP site. B. October 7, 2020 staff submitted MD Dept. of Natural Resources Waterway Improvement Grant for FY2022 to design and construct. Prior approval of \$100,000 for a DMP cleanout is in place in the event a beach replenishment location is not available and a DMP site is constructed. The Corps will be involved with the permitting.		 <p data-bbox="805 730 1521 793"> 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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	50,000		50,000						
DMP SITE LEASE	75,000		75,000						
DREDGING	650,000		650,000						
INSPECTION	25,000		25,000						
DMP CLOSEOUT	100,000	100,000							
MAINTENANCE FEE(10%)									
TOTAL COSTS	900,000	100,000	800,000						

Funding Schedule

	Total Project	Prior Approval	Budget FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Balance to Complete
BONDS									
TRANSFER TAXES	100,000	100,000							
IMPACT FEES									
PAY-GO									
STATE FUNDS	800,000		800,000						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	900,000	100,000	800,000						

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS & UTILITIES						
FUEL & OIL						
TOTAL COSTS						

PUBLIC FACILITIES



Leonardtown Library, Leonardtown MD

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. FY2024 - planned renovation for lobby/visitor.		 <p data-bbox="805 751 1425 835">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
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
PLANNING/DESIGN	1,010,569	1,010,569							
CONSTRUCTION/SITE WORK	24,990,210	21,603,100	3,065,110		322,000				
CONST MGMT	1,402,220	1,152,330	249,890						
TOWN EDU IMPACT FEES	426,570	426,570							
HVAC COSTS (Housing Areas)	1,511,000	1,511,000							
OTHER COSTS	278,355		278,355						
TOTAL COSTS	29,618,924	25,703,569	3,593,355		322,000				

Funding Schedule

BONDS	15,062,003	13,002,648	1,737,355		322,000				
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	928,921	928,921							
STATE FUNDS	13,628,000	11,772,000	1,856,000						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	29,618,924	25,703,569	3,593,355		322,000				

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONNEL SERVICES -FTEs \$104,901 (6 received in FY20, 20 requested for FY22)						
INMATE MOVEMENT, TRANSPORTATION, CENTRAL BOOKING						
SECURITY POSTS, ACTING CAPACITY, KITCHEN, LAUNDRY						
TEMPORARY KITCHEN AND OFFICE SPACE						
UTILITIES (INCREASE FOR NEW HOUSING AND MEDICAL)						
EQUIPMENT AND TRANSPORTATION						
TOTAL COSTS						

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. State of Maryland will only match for construction costs; design and construction management will not be funded by the State until further notice. FY2022 funding includes an Airport Master Plan revision, obstruction removal for recently acquired easement areas, construction of the new County hangar and the new hangar access road. The prior request for federal funding to overlay the existing runway is being pursued again in FY2022.		
Compliance With Comprehensive Plan Section 11.4.4.A.i Continue to support the expansion of the airport. P. 11-7		

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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT / ENGINEERING	1,174,560	774,560		400,000					
PLANNING / SURVEY/ PLATS	500,000	100,000	400,000						
CONST. MGMT & INSPECTIONS	575,000	295,000	280,000						
OBSTRUCTION REMOVAL	1,000,000		500,000	500,000					
CONSTRUCTION - AIRFIELD	22,462,062	15,962,062	3,500,000		3,000,000				
CONSTRUCTION - HANGARS / BLDGS	9,190,000	500,000	690,000			5,000,000	3,000,000		
CONSTRUCTION - ROADS	3,000,000	250,000	2,750,000						
CONSTRUCTION - APRON & RAMP	6,195,959	462,626		5,733,333					
CONSTRUCTION - UTILITY & SITE	390,870	65,870	250,000	75,000					
MAINTENANCE & REPAIR	1,090,000	575,000	15,000	500,000					
ACCESS & SECURITY	680,000			680,000					
TOTAL COSTS	46,258,451	18,985,118	8,385,000	7,888,333	3,000,000	5,000,000	3,000,000		

Funding Schedule									
BONDS	5,156,270	1,471,770	3,134,500		150,000	250,000	150,000		
TRANSFER TAXES	3,429,418	1,521,751	915,500	992,167					
IMPACT FEES									
PAY-GO	681,527	681,527							
STATE FUNDS	1,475,879	586,713	25,000	314,166	150,000	250,000	150,000		
FEDERAL FUNDS	35,515,357	14,723,357	4,310,000	6,582,000	2,700,000	4,500,000	2,700,000		
TOTAL FUNDS	46,258,451	18,985,118	8,385,000	7,888,333	3,000,000	5,000,000	3,000,000		

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES		9,000				
UTILITIES		16,000				
TOTAL COSTS		25,000				

Project Title Animal Shelter New Building	Project Number PF-1705	Classification Public Facilities
Project Description The new Animal Shelter will be constructed on a centrally located nine (9) acre parcel of uncleared land along FDR Boulevard that has access to public water and sewer, is in close to residential and retail areas, and is easily accessible to all residents of the County. The project program includes four major elements that will total approximately 13,985 square feet; 1) the Animal Shelter, 2) the Barn/Stable Area to accommodate larger animals, 3) select elements of the Sheriff's Department K-9 Section, and 4) the Adoption Center. Site construction anticipated to start in May 2021, with the facility completion in July 2022.		 <p data-bbox="805 730 1523 814"> Compliance With Comprehensive Plan Section 10.2.2.A.vi.e.i Support adequate facilities and services to collect, house, and care for stray, abandoned, abused and/or nuisance animals. P. 10-3 </p>
Discussion of Operating Budget Impact Utilities based upon \$4/SF annually for 13,895 SF or \$55,580. Janitorial based upon \$1.60/SF for \$22,250. Adding employees and relocating 4 K-9 employees will require desks, chairs, phone, computer, and software (approx. 12 x \$4,000 = \$36,000) Start up and annual costs indicated in FY2023.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ENGINEERING/SURVEY	391,325	391,325							
CONSTRUCTION/SITWORK	6,228,670	6,228,670							
EQUIPMENT	36,000	36,000							
INFORMATION TECHNOLOGY	90,000	90,000							
CONTINGENCY	557,670	557,670							
CONSULTANT	249,980	249,980							
TOTAL COSTS	7,553,645	7,553,645							

Funding Schedule

BONDS	1,965,225	1,965,225							
TRANSFER TAXES	280,000	280,000							
PAY-GO	5,308,420	5,308,420							
TOTAL FUNDS	7,553,645	7,553,645							

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs		12				
FURNITURE & EQUIPMENT						
PERSONAL SERVICES COSTS		883,132				
UTILITIES		34,397				
Grounds & SWM						
SUPPLIES & MATERIALS		19,500				
Other Costs		25,507				
Start Up Costs		107,550				
TOTAL COSTS		1,070,086				

Project Title Building Maintenance and Repair Projects - Critical	Project Number PF-2207	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. FY2022 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. FY2023 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. FY2024 Drill Hall window replacement \$90,000 Multiple facility HVAC smaller spilt 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. FY2025 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. FY2026 HVAC Unit replacements multiple facilities incl. Armory, 3 Oaks, others as evaluated \$150,000, Roof repairs & replacements multiple facilities incl. Potomac, 911 Center, others as evaluated \$230,000.		
		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
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
WINDOW REPLACEMENT	215,000					90,000	100,000		25,000
ALARM SYSTEMS	20,000								20,000
HVAC-CONST	595,000		55,000		140,000	100,000	150,000	150,000	
ROOF/GUTTER CONST	1,416,000		353,000	383,000	170,000	180,000	230,000	100,000	
SIDING/ EXTERIOR CONST	95,000		15,000	15,000	15,000				50,000
EQUIPMENT/CONST	25,000								25,000
OTHER (Unanticipated)	130,000		20,000	20,000	20,000	20,000	25,000	25,000	
TOTAL COSTS	2,496,000		443,000	418,000	435,000	400,000	405,000	395,000	

Funding Schedule

	Total Project	Prior Approval	Budget	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
BONDS									
TRANSFER TAXES	2,496,000		443,000	418,000	435,000	400,000	405,000	395,000	
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,496,000		443,000	418,000	435,000	400,000	405,000	395,000	

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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-2208	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. 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. FY2025 - FY27 Continuing with programmatic repairs throughout County facilities as needed including painting, carpentry, etc. as described at top of this section based on historical needs and costs.		
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		

Discussion of Operating Budget Impact

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
CONSTRUCTION	110,000				20,000	20,000	35,000	35,000	
CARPET/TILE REPLACEMENT	785,000			185,000	235,000	115,000	120,000	130,000	
PAINTING/CARPENTRY	405,000		40,000		80,000	85,000	100,000	100,000	
SAFETY/SECURITY	330,000		90,000	75,000		50,000	65,000	50,000	
EQUIPMENT (includes lighting)	395,000		230,000	75,000		65,000		25,000	
CODE COMPLIANCE/ADA UPGRADES	310,000		50,000	50,000	50,000	50,000	65,000	45,000	
OTHER CONTIGENCY	90,000		15,000	15,000	15,000	15,000	15,000	15,000	
PLANNING/DESIGN									
TOTAL COSTS	2,425,000		425,000	400,000	400,000	400,000	400,000	400,000	

Funding Schedule

BONDS									
TRANSFER TAXES	2,425,000		425,000	400,000	400,000	400,000	400,000	400,000	
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	2,425,000		425,000	400,000	400,000	400,000	400,000	400,000	

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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.		
Compliance With Comprehensive Plan Section 9.1.3.B.iii Provide increase marketing opportunities for locally grown products. P. 9-8.		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
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	1,760,000								1,760,000
TRANSFER TAXES	200,000							200,000	
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	1,960,000							200,000	1,760,000

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
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 \$568/SF, based upon a \$3,210,000 estimate to construct the Sheriff District 4 Office, which is 5,650 SF. The District 4 Office is similar in construction type. This equates to a preliminary planning phase estimate of construction cost at \$1,340,000. 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. Design completion anticipated in third quarter FY2022 with construction funding in FY2023.		 <p data-bbox="805 730 1521 814"> 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 Cleaning costs shown as contracted services; \$1.60/SF for 2,360 SF for total of \$3,775. Utility increase is \$6/SF (24hr facility) for a total of \$14,160. Existing services already in place include fire extinguisher testing, alarm, and pest control. No grease trap at this facility.		

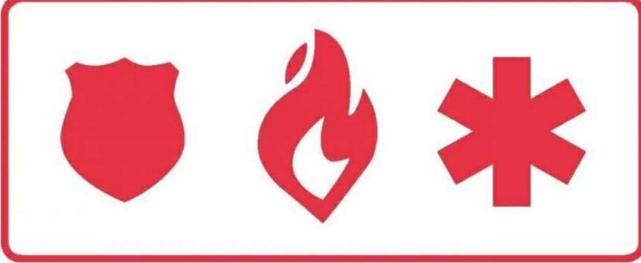
Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	134,700	120,000		14,700					
CONSTRUCTION/SITE WORK	1,407,000			1,407,000					
CONSTRUCTION MANAGEMENT	105,000	120,000		-15,000					
INSPECTION/TESTING	78,750	60,000		18,750					
FURNISHING/EQUIPMENT	52,500			52,500					
NETWORK INFRASTRUCTURE	68,250			68,250					
UTILITY RELOCATION	78,750	90,000		-11,250					
TOTAL COSTS	1,924,950	390,000		1,534,950					

Funding Schedule

	Total Project	Prior Approval	Budget	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Balance to Complete
BONDS	1,924,950	390,000		1,534,950						
TRANSFER TAXES										
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	1,924,950	390,000		1,534,950						

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES			3,775			
SUPPLIES & MATERIALS						
UTILITIES			14,160			
FURNITURE & EQUIPMENT						
TOTAL COSTS			17,935			

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 FY2022 to FY2027 which outlines the expected loan requests they will make from the Revolving Loan Fund maintained by the County.																																																																							
<table border="1"> <thead> <tr> <th>FY2022 Request</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> </tr> </thead> <tbody> <tr> <td>Leonardtown Fire</td> <td></td> <td></td> <td>500,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Leonardtown Rescue</td> <td></td> <td>150,000</td> <td>150,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Bay District Fire</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1,000,000</td> </tr> <tr> <td>Ridge VRS</td> <td></td> <td>160,000</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Hollywood Rescue</td> <td></td> <td></td> <td>225,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Second District</td> <td></td> <td>750,000</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Seventh District VRS</td> <td></td> <td>280,000</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Hollywood Fire</td> <td></td> <td></td> <td>485,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Requests</td> <td></td> <td>1,340,000</td> <td>1,360,000</td> <td>-</td> <td>-</td> <td>1,000,000</td> </tr> </tbody> </table> <p>Loans are provided at 0.5% interest rate. Term is typically seven years for Rolling Stock and fifteen years for building costs.</p>			FY2022 Request	2022	2023	2024	2025	2026	2027	Leonardtown Fire			500,000				Leonardtown Rescue		150,000	150,000				Bay District Fire						1,000,000	Ridge VRS		160,000					Hollywood Rescue			225,000				Second District		750,000					Seventh District VRS		280,000					Hollywood Fire			485,000				Total Requests		1,340,000	1,360,000	-	-
FY2022 Request	2022	2023	2024	2025	2026	2027																																																																	
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		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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
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									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,050,000	950,000			100,000				

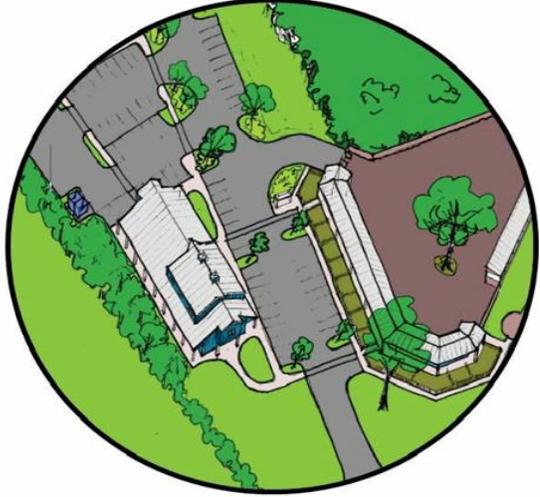
Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Health Department Renovations	Project Number PF-1904	Classification Public Facilities
Project Description As result of the 2015 space needs study, new construction is required as the most effective way to improve the Health Department operations. Construction to meet the current \$6M budget will consist of an approximately 8,700 sq.ft. addition or campus expansion that will relocate the public facing operations. Existing Health Department renovations would require the addition of a fire suppression system for which the current ceiling elevation will not provide enough clearance. Site constraints would require a combination of new construction, demolition and renovations to the existing structure to meet code compliance. Existing building renovations may follow to improve the building layout and to upgrade the HVAC system in out years. All of 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. The final configuration will allow for divisions to be located such that areas requiring public access are isolated from the sensitive records and storage requirements of the department. New construction is based on \$382 per sqft.		
Compliance With Comprehensive Plan Section 10.2.2.B Meet the existing and future demands of the population for community and social services. P. 10-3		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
PLANNING/DESIGN	404,326	100,000							304,326
RENOVATION/DEMO									
CONSTRUCTION	4,323,939								4,323,939
INSPECTION/CM SERVICES	244,303								244,303
EQUIPMENT	217,997								217,997
OTHER CONTINGENCIES	562,112								562,112
TOTAL COSTS	5,752,677	100,000							5,652,677

Funding Schedule									
	Total Project	Prior Approval	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Balance to Complete
BONDS	5,752,677	100,000							5,652,677
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	5,752,677	100,000							5,652,677

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES (moving)						
TRAILER FACILITY RENTAL (24months)						
UTILITIES						
RECORDS STORAGE						
OTHER (Information Technology)						
Grounds & SWM						
TOTAL COSTS						

Project Title North County Farmers Market	Project Number PF-1805	Classification Public Facilities
Project Description Due to the traffic congestion created by the success of the Farmers Market at Charlotte Hall Library and the Three Notch Trail, the County purchased a 15 acre property on Thompsons Corner Road that is adjacent to the Three Notch Trail as a site for the relocation of the current produce market. The site is envisioned as a multi-use site that will accommodate a value-added market structure. a new produce market structure, a trail extension linking to the market site, parking, and public restroom facilities that would serve market, the market facilities and trail users. The value-added structure would offer a commercial kitchen, a classroom, retail space and more to serve the region.		 <p data-bbox="797 730 1529 814"> 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	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
Engineering/Survey	301,890	301,890							
Sitework	941,000	941,000							
Construction	967,205	967,205							
Construction Management	233,305	221,805	11,500						
Contingency (2.3% of Site, Construction, & CM Costs)	50,000	50,000							
Purchase Related Costs									
Trail Extension	76,000		76,000						
Land Buffers									
IT Infrastructure	15,000	15,000							
Utilities	30,000	30,000							
Land Acquisition	192,000	192,000							
TOTAL COSTS	2,806,400	2,718,900	87,500						

Funding Schedule									
BONDS	1,651,650	1,651,650							
TRANSFER TAXES	557,000	557,000							
IMPACT FEES									
PAY-GO	289,985	202,485	87,500						
STATE FUNDS	115,332	115,332							
OTHER SOURCES	192,433	192,433							
TOTAL FUNDS	2,806,400	2,718,900	87,500						

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
UTILITIES						
SWM & GROUNDS						
TOTAL COSTS						

Project Title Parking and Site Improvements	Project Number PF-2205	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.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
DESIGN/PLANNING									
CONSTRUCTION									
SEAL, COAT & RESTRIPE Incl ADA	60,000		20,000	20,000	20,000				
MILL & REPAVE									
EQUIPMENT/LIGHTING	60,000		20,000	20,000	20,000				
OTHER -SITE REPAIRS Incl ADA	60,000		20,000	20,000	20,000				
TOTAL COSTS	180,000		60,000	60,000	60,000				

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Balance to Complete
BONDS										
TRANSFER TAXES	180,000		60,000	60,000	60,000	60,000				
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	180,000		60,000	60,000	60,000	60,000				

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
IMPACTON ANNUAL OPERATING BUDGET						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER (DESCRIBE SIGNIFICANT ITEMS)						
TOTAL COSTS						

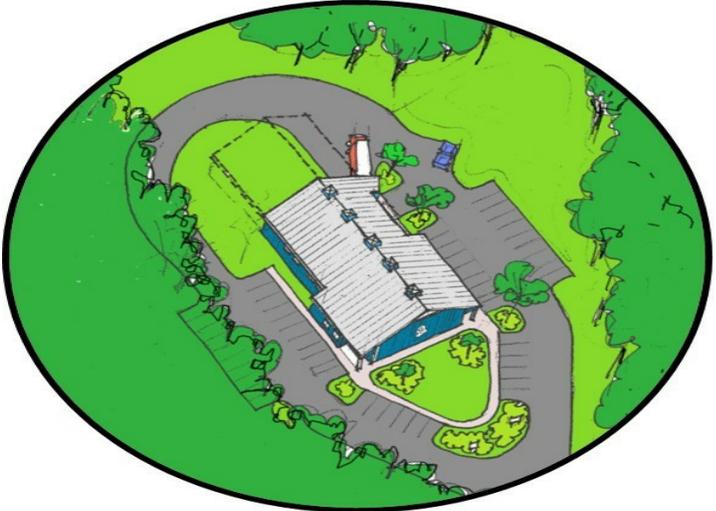
Project Title Radio System Upgrades	Project Number PF-2201	Classification Public Facilities
Project Description Installation of radio Console systems. These are enhanced capability radio base stations needed to utilize the Maryland First Radio System and Calvert Counties Radio System. They will enable interoperability with the Maryland First Radio System and the Calvert County Motorola Radio System. These systems will enable true interoperability with Maryland First Radio System. The CSMC signed a Memorandum of Understanding with the State of Maryland for the use of this radio system on September 11, 2018. This system will serve as a backup to our current Harris system as well as provide radio interoperability with emergency radio communications systems across the state. Additionally, Calvert County Emergency Services has installed a P-25 radio system that is compatible to our Harris system. This technology will also provide interoperability through direct communication between Calvert County and St. Mary's County Communications Centers.		 <p data-bbox="803 724 1518 756">Compliance With Comprehensive Plan Section</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
Installation	350,000		350,000						
TOTAL COSTS	350,000		350,000						

Funding Schedule

BONDS									
TRANSFER TAXES	350,000		350,000						
IMPACT FEES									
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	350,000		350,000						

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
TOTAL COSTS						

Project Title Regional Meat Processing Facility/Regional Agricultural Center (RAC)	Project Number PF-2001	Classification Public Facilities
Project Description The County selected the 45.25 -acre Charlotte Hall Transfer Station site as the location for the Southern Maryland Finer Meats processing and training center components of the Regional Agricultural center. Site soils have been demonstrated on adjacent properties to be capable of accommodating a large capacity septic disposal system. An existing SHA-approved entrance provides tractor-trailer access to the site. The site is conveniently located less than 1 mile from the planned North County Farm Market just over 4 miles from the new USDA slaughter house. The project envisions the building shell with loading dock, interior spaces with durable, washable, interior finishes, plumbing (including floor drains & restrooms), mechanical and electrical utilities for a state-of-the-art facility for USDA certified meat processing (i.e. butcher shop); teaching kitchen, produce cold storage and aggregate space which may be phased-in based on funding. The building shell design envisions installation of chill rooms/cold storage, carcass trolley system, cabinetry, storage systems and other fixed equipment. Site work will include, water main, septic system, parking, loading spaces, landscaping and other site infrastructure.		
Compliance With Comprehensive Plan Section 9.1.3.B.iii Provide increase marketing opportunities for locally grown products. P.9-8		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
Engineering/Survey - Site	59,244	70,000	-10,756						
Site Work	519,000	294,000	225,000						
Construction	1,703,422	599,500	1,103,922						
Contingencies	157,500	36,500	121,000						
Design - Building	120,000		120,000						
Const. Management - Site	35,000		35,000						
Const. Management - Building									
METCOM Fees									
Network Infrastructure	120,000		120,000						
TOTAL COSTS	2,714,166	1,000,000	1,714,166						

Funding Schedule									
BONDS	1,014,166		1,014,166						
STATE FUNDS	200,000		200,000						
OTHER SOURCES (SMADC)	1,500,000	1,000,000	500,000						
TOTAL FUNDS	2,714,166	1,000,000	1,714,166						

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
Utilities						
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 FY2022 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 FY2024.		 <p data-bbox="805 730 1520 814"> 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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
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	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
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	

RECREATION & PARKS



Snow Hill Park, Sandgates Road

Project Title Central County Park	Project Number RP-2304	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 FY2023.		
		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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	350,000			350,000					
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT-(Picnic Tables etc.)									
OTHER									
TOTAL COSTS	350,000			350,000					

Funding Schedule									
BONDS	320,000			320,000					
TRANSFER TAXES									
PAY-GO									
IMPACT FEES - PARKS									
STATE FUNDS	30,000			30,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	350,000			350,000					

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 FY2023.		
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
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
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	1,662,711		1,156,275					

Funding Schedule

BONDS	1,156,275			1,156,275					
TRANSFER TAXES	233,457	233,457							
PAY-GO	929,254	929,254							
IMPACT FEES - PARKS									
STATE FUNDS									
FEDERAL FUNDS	500,000	500,000							
OTHER SOURCES									
TOTAL FUNDS	2,818,986	1,662,711		1,156,275					

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 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 the future.		 <p data-bbox="805 726 1523 856"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact Operating impacts include grass cutting.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	275,000	275,000							
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
EQUIPMENT -Picnic Tables									
OTHER CONTINGENCY									
TOTAL COSTS	275,000	275,000							

Funding Schedule

BONDS									
TRANSFER TAXES	275,000	275,000							
PAY-GO									
IMPACT FEES - PARKS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	275,000	275,000							

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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-2204	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="805 730 1521 842"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING									
LAND ACQUISITION	1,478,586		246,431	246,431	246,431	246,431	246,431	246,431	246,431
CONSTRUCTION									
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER -Master Plan									
TOTAL COSTS	1,478,586		246,431	246,431	246,431	246,431	246,431	246,431	246,431

Funding Schedule

BONDS									
TRANSFER TAXES									
PAY-GO									
IMPACT FEES - PARKS									
STATE FUNDS	1,478,586		246,431	246,431	246,431	246,431	246,431	246,431	246,431
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,478,586		246,431						

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Recreation Facilities and Park Improvements	Project Number RP-2203	Classification Recreation and Parks
Project Description This project addresses capital improvements at existing recreation facilities and parks. FY2022: Park Improvement & Fencing - 5th District Park \$25,000 Wicomico Golf Course - Maintenance. Facility Improvements \$75,000 Ballfield & Tennis Court Lighting - Lancaster Park \$200,000; Cecil Park \$150,000 Playgrounds - Nicolet Park \$350,000 Walkways - 5th District Park \$90,000 ADA Transition Plan - Parking lots, pathways, dugouts \$50,000 FY2023 Park Improvements and Fencing \$100,000 Wicomico Golf Course \$25,000 Ballfield Lighting \$300,000 Restrooms \$50,000 Playgrounds \$300,000 Park Roads & Walkways \$100,000 ADA Transition Plan \$75,000 Court Refurbishing \$60,000		 <p data-bbox="805 730 1513 835"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P.10-5 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
Park Improvements and Fencing	325,000		25,000	100,000	100,000	100,000	100,000		
Wicomico Golf Course	100,000		75,000	25,000					
Ballfield Lighting	1,010,000		350,000	300,000	120,000	120,000	120,000		
Restrooms	100,000			50,000	50,000				
Playgrounds	1,400,000		350,000	300,000	250,000	250,000	250,000		
Park Roads & Walkways	685,000		90,000	100,000	157,500	180,000	157,500		
Great Mills Pool	80,000				80,000				
ADA Transition Plan	275,000		50,000	75,000	150,000				
Court Refurbishing	60,000			60,000					
Leonard Hall Rec Center Paint	60,000				60,000				
TOTAL COSTS	4,095,000		940,000	1,010,000	967,500	650,000	527,500		

Funding Schedule									
BONDS	2,930,000		490,000	725,000	692,500	495,000	527,500		
TRANSFER TAXES	715,000			285,000	275,000	155,000			
OTHER SOURCES	450,000		450,000						
TOTAL FUNDS	4,095,000		940,000	1,010,000	967,500	650,000	527,500		

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
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. On May 11, 2021, the Commissioner requested authorized expenditure of the \$450,000 in A&E to enable site selection and development of a non-profit and a fund-raising program. As the plan develops, the CIP will be updated. Feasibility Study conducted Fall 2020.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced parks & rec facilities that link existing parks and communities to provide expanded rec 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
				FY2022	FY2023	FY2024	FY2025	FY2026	
ENGINEERING/SURVEY	1,106,000	75,000	450,000	581,000					
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	16,906,000	75,000	450,000	581,000			15,800,000		

Funding Schedule									
BONDS	11,531,000		450,000	581,000			10,500,000		
TRANSFER TAXES									
IMPACT FEES	100,000						100,000		
PAY-GO	75,000	75,000							
STATE FUNDS	200,000						200,000		
FEDERAL FUNDS									
OTHER SOURCES	5,000,000						5,000,000		
TOTAL FUNDS	16,906,000	75,000	450,000	581,000			15,800,000		

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 was approved in FY2020. FY2021 - CSMC approved revised concept plan (option #1 - 2,518,702) accessing the waterfront area from the Home Grown Farm Market with a walking distance to the shoreline of 1.3 miles. The design has been updated for ADA accessibility. 10' asphalt trail and 8' gravel trail connecting the parking lot to the beach (additional \$224,298).		
		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	292,966	292,966							
LAND ACQUISITION									
CONSTRUCTION	2,743,000			2,743,000					
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT- Picnic Tables, etc.									
OTHER- Master Plan	75,000	75,000							
TOTAL COSTS	3,110,966	367,966		2,743,000					

Funding Schedule

BONDS	3,110,966	367,966		2,743,000					
TRANSFER TAXES									
PAY-GO									
IMPACT FEES - PARKS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,110,966	367,966		2,743,000					

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 was approved 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 & rec. facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality P.10-5
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	575,000	575,000							
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	575,000	3,000,000	3,000,000					

Funding Schedule

BONDS	4,950,000	150,000	2,400,000	2,400,000					
TRANSFER TAXES									
IMPACT FEES	510,000	310,000	100,000	100,000					
PAY-GO	115,000	115,000							
STATE FUNDS	1,000,000		500,000	500,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	6,575,000	575,000	3,000,000	3,000,000					

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 approved in FY2020. FY2022 State funds represents Bond Initiative request approved by CSMC on December 1, 2020.		
		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced parks & rec. facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality P.10-5
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ENGINEERING/SURVEY	572,000	52,000	150,000						370,000
LAND ACQUISITION									
CONSTRUCTION/SITWORK	5,615,000								5,615,000
CONSTRUCTION MANAGEMENT	230,000								230,000
FURNITURE & EQUIPMENT (IT)	100,000								100,000
OTHER-CONTINGENCY	925,000								925,000
TOTAL COSTS	7,442,000	52,000	150,000						7,240,000

Funding Schedule

BONDS	4,780,000								4,780,000
TRANSFER TAXES	52,000	52,000							
PAY-GO									
STATE FUNDS	953,569		150,000						803,569
FEDERAL FUNDS									
OTHER SOURCES	160,000								160,000
OTHER SOURCES	1,496,431								1,496,431
TOTAL FUNDS	7,442,000	52,000	150,000						7,240,000

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
GRASS & GROUNDS						
OTHER						
TOTAL COSTS						

Project Title St. Clement's Island Museum Renovations	Project Number RP-1401	Classification Recreation and Parks
<p>Project Description</p> <p>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 FY2021 and FY2022 includes additional funding due to the project significantly being altered to a new two-story facility built with the same first floor footprint. FY2022 Includes funding for new exhibit installation.</p>		 <p>Compliance With Comprehensive Plan Section</p> <p>10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5</p>
<p>Discussion of Operating Budget Impact.</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	407,640	237,640	170,000						
LAND ACQUISITION									
CONSTRUCTION	1,591,345	1,380,345	211,000						
DEMOLITION									
INSPECTION/PROJ. MANAGEMENT	171,500	156,500	15,000						
EQUIPMENT (FF&E)	104,000		104,000						
OTHER- Plans and Exhibits	170,000		170,000						
INFORMATION TECHNOLOGY	100,000		100,000						
TOTAL COSTS	2,544,485	1,774,485	770,000						

Funding Schedule

BONDS	1,336,750	566,750	770,000						
TRANSFER TAXES	32,485	32,485							
PAY-GO	620,000	620,000							
IMPACT FEES - PARKS	20,000	20,000							
STATE FUNDS	450,000	450,000							
FEDERAL FUNDS	85,250	85,250							
TOTAL FUNDS	2,544,485	1,774,485	770,000						

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES		3,885				
SUPPLIES & MATERIALS						
UTILITIES		24,880				
OTHER		9,950				
TOTAL COSTS		38,715				

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 2024. 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.		
Compliance With Comprehensive Plan Section 11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
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	920,000				920,000				
TRANSFER TAXES									
PAY-GO	350,000	350,000							
IMPACT FEES - PARKS	100,000				100,000				
STATE FUNDS									
FEDERAL FUNDS	4,080,000				4,080,000				
OTHER SOURCES									
TOTAL FUNDS	5,450,000	350,000			5,100,000				

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

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. Projects are reviewed and identified for submission based on the Capital Plan and the Comprehensive Maintenance Plan for Educational Facilities.		
Discussion of Operating Budget Impact		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	56,000	49,000	7,000						
LAND ACQUISITION									
CONSTRUCTION	417,000	367,000	50,000						
DEMOLITION									
INSPECTION/ PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	473,000	416,000	57,000						

Funding Schedule									
BONDS									
TRANSFER TAXES	28,000	21,000	7,000						
IMPACT FEES									
PAY-GO	28,000	28,000							
STATE FUNDS	417,000	367,000	50,000						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	473,000	416,000	57,000						

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Athletic Turf Fields - 3 High Schools	Project Number PS-2202	Classification St. Mary's County Public Schools
Project Description This project is for the installation of turf fields at Chopticon, Great Mills, and Leonardtown High Schools. Initiated by the Commissioners of St. Mary's County (CSMC) at their May 18, 2021 budget work session, \$2.5 million was approved to partially fund this project. Preliminary estimates show the cost of each field between \$1.2 and \$1.5 million. Therefore, based on those preliminary estimates, the partial funding approved by the CSMC will cover the cost of approximately 1.5 turf fields. St. Mary's County Public Schools (SMCPS) staff is currently working with a turf field company to establish firm quotes for installation at all three high school fields. Given the stated desire of the CSMC and Dr. Smith, all three high schools should be completed concurrently. Once the final costs are available, staff will work with the CSMC to identify the remaining funding required for full installation at all three schools in order to move forward with this project. The total estimated project cost is expected to be approximately \$4.5m.	 <p data-bbox="803 724 1518 819"> 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
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	2,500,000		2,500,000						
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	2,500,000		2,500,000						

Funding Schedule									
BONDS									
TRANSFER TAXES									
PAY-GO	2,500,000		2,500,000						
IMPACT FEES - SCHOOLS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,500,000		2,500,000						

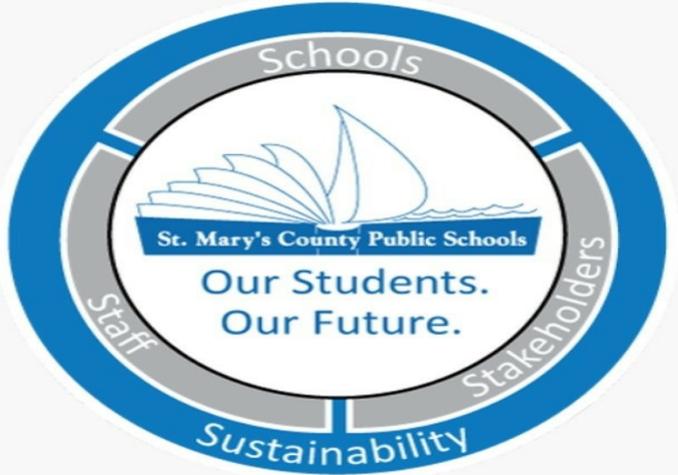
Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
TOTAL COSTS						

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. BPW capital grant approval 4/7/2021, requiring a local match in FY 2022, which will be fields/grounds. FY 2022: White Marsh ES Plumbing - \$35,000, Great Mills HS Chiller and Cooling Tower - \$575,000, Hollywood ES Well/Pump - \$40,000, Fields/Grounds - \$220,000, Chopticon HS Cooling Tower - \$154,000 FY 2023: Ridge ES Air Handlers - \$453,000, Fields/Grounds - \$220,000, Chopticon HS Building Envelope - \$75,000, Hollywood ES Generator - \$126,000 FY 2024: Lettie Marshall Dent ES Well Pump Replacement - \$65,000, Green Holly ES Lift Station - \$50,000, Green Holly ES Generator - \$70,000, Fields/Grounds - \$170,000, LHS Generator - \$275,000 FY 2025: Emergency Generator Replacements: Chopticon HS - \$275,000, Esperanza MS - \$60,000, Fields/Grounds - \$170,000 FY 2026: Benjamin Banneker ES ECC Fuel Tank - \$160,000, Fields/Grounds - \$170,000 FY 2027: White Marsh ES Electric Panel/Generator - \$170,000, Benjamin Banneker ES Generator - \$126,000, Green Holly ES (B) Fuel Tank Replacement - \$200,000, Leonardtown HS Elevator Upgrade - \$160,000, DSS Control Panel - \$36,000, HVAC Control Refurbishment: Benjamin Banneker ES, Evergreen ES, Ridge ES, Town Creek ES - \$225,000, Great Mills HS Scoreboard - \$47,000		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	155,000	65,000	15,000	15,000	15,000	15,000	15,000	15,000	
LAND ACQUISITION									
CONSTRUCTION	7,255,000	3,018,000	1,009,000	859,000	615,000	490,000	315,000	949,000	
DEMOLITION									
INSPECTION / PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER -CONTINGENCY									
TOTAL COSTS	7,410,000	3,083,000	1,024,000	874,000	630,000	505,000	330,000	964,000	

Funding Schedule									
BONDS	5,884,961	1,924,000	1,024,000	597,961	540,000	505,000	330,000	964,000	
TRANSFER TAXES	1,425,039	1,059,000		276,039	90,000				
IMPACT FEES									
PAY-GO									
STATE FUNDS	100,000	100,000							
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	7,410,000	3,083,000	1,024,000	874,000	630,000	505,000	330,000	964,000	

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Building Infrastructure - Programmatic	Project Number PS-1805	Classification St. Mary's County Public Schools
Project Description This program provides funds for programmatic construction and repairs of projects identified in the Comprehensive Maintenance Plan for Educational Facilities for life cycle replacement, to include: site paving, playgrounds, and flooring. Anticipated projects typically require minimal design services. FY 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, Playgrounds \$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), Playgrounds - \$150,000 FY 2024: Benjamin Banneker E.S., Chopticon H.S., Leonardtown E.S. Flooring - \$138,000 (\$38,000, \$62,000, \$38,000) Benjamin Banneker E.S., Green Holly E.S., Lexington Park E.S. Paving - \$354,000 (\$47,000, \$190,000, \$117,000) 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, Evergreen E.S., Forrest Center Flooring - \$280,000 (\$67,000, \$114,000, \$38,000, \$61,000) Fairlead Academy 1, Margaret Brent M.S. Paving - \$414,000, Greenview Knolls E.S. & White Marsh E.S. Fire Alarm-\$114,000 FY 2027: Oakville E.S., Leonardtown M.S. Carpet - \$84,000, Forrest Ctr., White Marsh E.S. Fire Alarm \$198,000, Leonardtown H.S Paving \$500,000		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	106,000	46,000	10,000	10,000	10,000	10,000	10,000	10,000	
LAND ACQUISITION									
CONSTRUCTION	8,928,000	3,919,000	1,526,000	666,000	482,000	765,000	798,000	772,000	
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
OTHER- CONTINGENCY									
TOTAL COSTS	9,034,000	3,965,000	1,536,000	676,000	492,000	775,000	808,000	782,000	

Funding Schedule

BONDS	5,974,211	1,555,000	1,243,211	466,000	345,000	775,000	808,000	782,000	
TRANSFER TAXES	3,007,789	2,358,000	292,789	210,000	147,000				
IMPACT FEES									
PAY-GO	52,000	52,000							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	9,034,000	3,965,000	1,536,000	676,000	492,000	775,000	808,000	782,000	

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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.		
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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	1,843,000				125,000	889,000	829,000		
LAND ACQUISITION									
CONSTRUCTION	24,702,000					223,000	12,188,000	8,320,000	3,971,000
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000						10,000		
UTILITIES	15,000						15,000		
EQUIPMENT									
OTHER									
TOTAL COSTS	26,570,000				125,000	1,112,000	13,042,000	8,320,000	3,971,000

Funding Schedule									
BONDS	15,280,000					1,112,000	5,692,000	4,505,000	3,971,000
TRANSFER TAXES	125,000				125,000				
IMPACT FEES									
PAY-GO									
STATE FUNDS	11,165,000						7,350,000	3,815,000	
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	26,570,000				125,000	1,112,000	13,042,000	8,320,000	3,971,000

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
OTHER						
Utilities						
TOTAL COSTS						

Project Title Dr. James A. Forrest Career & Technology Center Video Studio Renovation Design Study	Project Number PS-2701	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the CMP, projects are reviewed. Local funds are being requested in FY 2027 for completion of a study to assist with project scope development in advance of the project. This project will renovate the video studio at the Dr. James A. Forrest Career & Technology Center. The project will include Green Screen room alteration and installation, HVAC renovation and separation of the classroom and production areas, installation of new lighting to safe touch (high-efficiency) in the production area, reallocation of space to meet educational program needs, and recommendations on revision to HD video equipment.	 <p data-bbox="805 751 1463 835">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
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	25,000								25,000
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	25,000								25,000

Funding Schedule									
BONDS									
TRANSFER TAXES	25,000								25,000
IMPACT FEES									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	25,000								25,000

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	651,000	651,000							
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	7,773,000	1,262,000						

Funding Schedule

BONDS	4,639,000	3,377,000	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	7,773,000	1,262,000						

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 were provided in FY 2021 for completion of a study and partial design in advance of the project.		 <p data-bbox="805 743 1513 873"> 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
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	914,000	42,000		436,000	436,000				
LAND ACQUISITION									
CONSTRUCTION	9,933,000			1,039,000	8,894,000				
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000			10,000					
UTILITIES	15,000			15,000					
EQUIPMENT									
OTHER									
TOTAL COSTS	10,872,000	42,000		1,500,000	9,330,000				

Funding Schedule									
BONDS	5,543,000			1,500,000	4,043,000				
TRANSFER TAXES	42,000	42,000							
IMPACT FEES									
PAY-GO									
STATE FUNDS	5,287,000				5,287,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	10,872,000	42,000		1,500,000	9,330,000				

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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.		
		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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	884,000			59,000	708,000	117,000			
LAND ACQUISITION									
CONSTRUCTION	9,624,000				542,000	9,082,000			
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000					10,000			
UTILITIES	15,000					15,000			
EQUIPMENT									
OTHER									
TOTAL COSTS	10,533,000			59,000	1,250,000	9,224,000			

Funding Schedule										
BONDS	5,374,000					1,250,000	4,124,000			
TRANSFER TAXES	59,000			59,000						
IMPACT FEES										
PAY-GO										
STATE FUNDS	5,100,000						5,100,000			
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	10,533,000			59,000	1,250,000	9,224,000				

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
OTHER						
TOTAL COSTS						

Project Title Leonardtown High School - HVAC Pre-Design Study	Project Number PS-2702	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 2002. 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 2027 for completion of a study in advance of the project.	 <p style="text-align: center;">LEONARDTOWN HIGH SCHOOL</p>	
Discussion of Operating Budget Impact		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	75,000								75,000
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	75,000								75,000

Funding Schedule										
BONDS										
TRANSFER TAXES	75,000								75,000	
IMPACT FEES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	75,000								75,000	

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

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. 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. This project will include the required building system and educational program enhancements required by the State and as defined in the study that is being undertaken in FY 2021. Maintenance monitors the HVAC system and provides repairs on an as-needed basis, pending the replacement.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	711,000	62,000	400,000	249,000					
LAND ACQUISITION									
CONSTRUCTION	7,211,000			5,610,000	1,601,000				
DEMOLITION									
INSPECTION/PROJ.MGMT.	10,000			10,000					
UTILITIES	15,000			15,000					
EQUIPMENT	500,000			250,000	250,000				
TOTAL COSTS	8,447,000	62,000	400,000	6,134,000	1,851,000				

Funding Schedule

BONDS	4,625,000	62,000	400,000	2,312,000	1,851,000				
TRANSFER TAXES									
IMPACT FEES									
PAY-GO									
STATE FUNDS	3,822,000			3,822,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	8,447,000	62,000	400,000	6,134,000	1,851,000				

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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="805 758 1521 877"> 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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
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

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Mechanicsville Elementary School - Limited Renovation	Project Number PS-2001	Classification St. Mary's County Public Schools
Project Description This project will address six major building systems including: window replacement, exterior door replacement, fire alarm system, new sprinkler system, ceiling replacement, and an electrical upgrade. The required educational program enhancements will include: security vestibule, portico enhancement, lighting upgrade, flooring, IT upgrades, PA system, bathroom upgrade, ADA compliance, asbestos removal, cafeteria serving line, health suite modifications, gym office and storage, and classroom cabinetry. 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.		
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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	933,000	469,000	232,000	232,000					
LAND ACQUISITION									
CONSTRUCTION	9,758,000		7,430,000	2,328,000					
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	11,241,000	469,000	7,910,000	2,862,000					

Funding Schedule

BONDS	5,705,000	422,000	2,421,000	2,862,000					
TRANSFER TAXES									
IMPACT FEES									
PAY-GO	47,000	47,000							
STATE FUNDS	5,489,000		5,489,000						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	11,241,000	469,000	7,910,000	2,862,000					

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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.		 <p data-bbox="805 751 1513 873"> 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
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING	494,000		40,000	454,000					
LAND ACQUISITION									
CONSTRUCTION	5,368,000			47,000	4,823,000	498,000			
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000				10,000				
UTILITIES	15,000				15,000				
EQUIPMENT									
OTHER									
TOTAL COSTS	5,887,000		40,000	501,000	4,848,000	498,000			

Funding Schedule									
BONDS	2,999,000			501,000	2,000,000	498,000			
TRANSFER TAXES	40,000		40,000						
IMPACT FEES									
PAY-GO									
STATE FUNDS	2,848,000				2,848,000				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	5,887,000		40,000	501,000	4,848,000	498,000			

Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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 2022 - 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.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact There will be no change in staffing based on the increased square footage.		

Appropriation Phase	Total Project	Prior Approval	Budget		5-Year Capital Plan					Balance to Complete
			FY2022	FY2023	FY2024	FY2025	FY2026	FY2027		
ARCHITECT/ENGINEERING	216,000	172,000	22,000	22,000						
CONSTRUCTION	2,650,700	1,992,700	329,000	329,000						
DEMOLITION										
INSPECTION/ PROJ. MGMT	65,000	50,000	7,500	7,500						
UTILITIES	105,000	80,000	12,500	12,500						
EQUIPMENT	84,000	56,000	14,000	14,000						
OTHER										
TOTAL COSTS	3,120,700	2,350,700	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	2,350,700	385,000	385,000					

Operating Impacts

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES		8,215				
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS		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="805 751 1520 835">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
				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	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
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. 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="799 730 1529 808">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 FY2022	5-Year Capital Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
ARCHITECT/ENGINEERING									
LAND ACQUISITION									
CONSTRUCTION	9,203,000	6,203,000	3,000,000						
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	9,203,000	6,203,000	3,000,000						

Funding Schedule

BONDS	7,986,000	4,986,000	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	6,203,000	3,000,000						

Operating Impacts

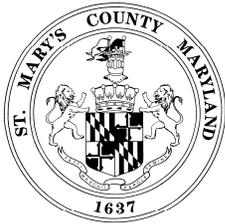
	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

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 were provided in FY 2021 for completion of a study and partial design in advance of the project.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2022	FY2023	FY2024	FY2025	FY2026	
ARCHITECT/ENGINEERING	290,000	24,000	266,000						
LAND ACQUISITION									
CONSTRUCTION	3,311,000		53,000	3,258,000					
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000			10,000					
UTILITIES	15,000			15,000					
EQUIPMENT									
OTHER									
TOTAL COSTS	3,626,000	24,000	319,000	3,283,000					

Funding Schedule									
BONDS	1,852,000		319,000	1,533,000					
TRANSFER TAXES	24,000	24,000							
IMPACT FEES									
PAY-GO									
STATE FUNDS	1,750,000			1,750,000					
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,626,000	24,000	319,000	3,283,000					

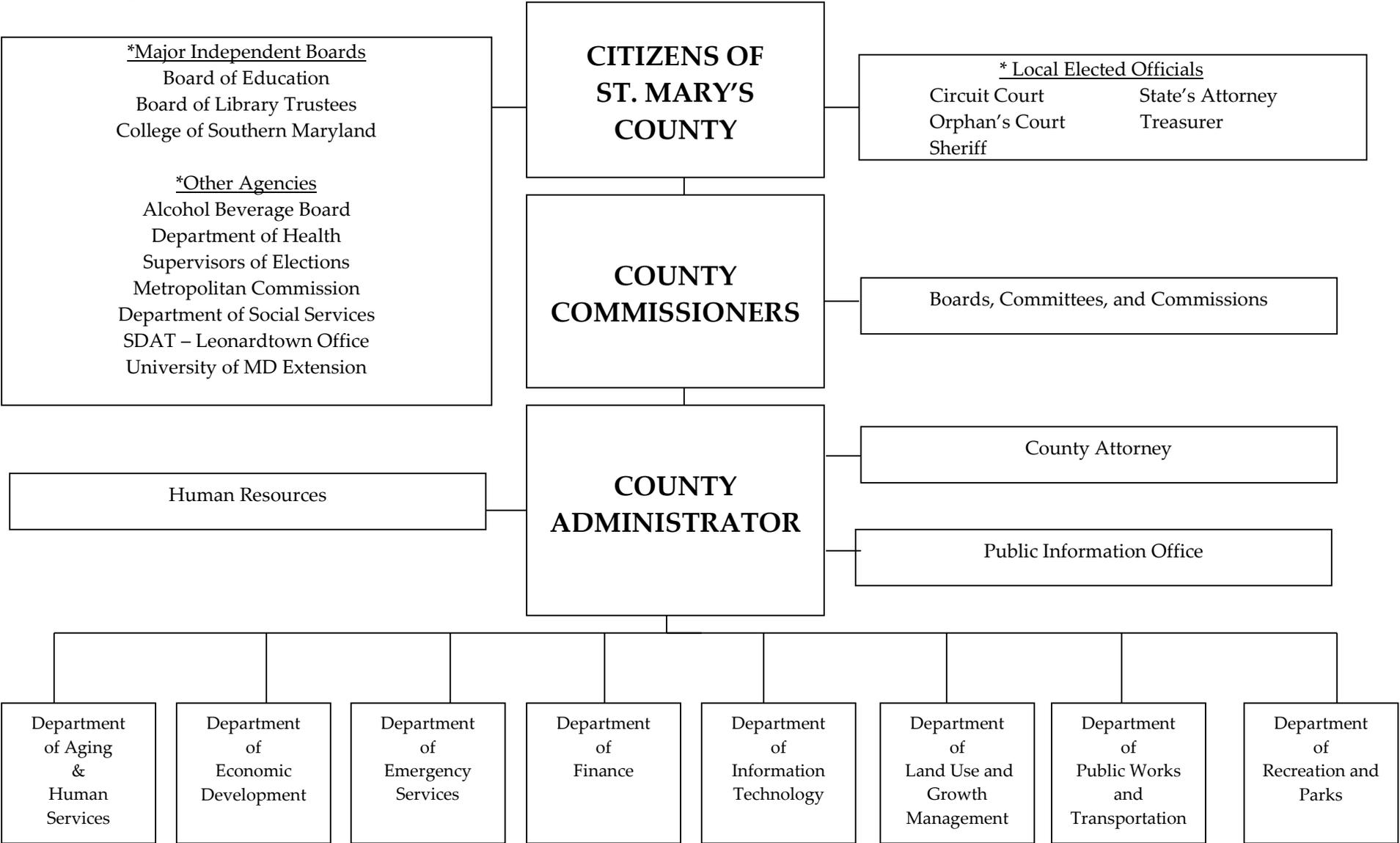
Operating Impacts	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						



ST. MARY'S COUNTY GOVERNMENT

Organizational Chart

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* County Commissioners have funding responsibility only

**CHANGES IN POSITIONS FOR COUNTY DEPARTMENTS and ELECTED
OFFICIALS ~ FY2022 BUDGET**

INCREASE / - (DECREASE)		POSITION DESCRIPTION	
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Information Technology

1.00	Convert	GIS Intern Full-Time	C03
1.00	NEW	Programmer Analyst	C10

Public Works and Transportation

1.00	NEW	MS4 Inspector III	C07
1.00	NEW	Solid Waste/Recycling Foreman	C07

Emergency Services

0.25	Convert	Radio Repair - Radio Frequency Technical 1 (RPT to FT)	C06
1.00	NEW	Communications - Cad Technician	C07

EMERGENCY SERVICE BILLING - FUND 252

1.00	NEW	Admin Coordinator	C04
16.00	NEW	EMT's	C05
1.00	NEW	Fiscal Specialist IV	C06
4.00	NEW	Paramedic	C07

Sheriff's Office

LAW

2.00	NEW	Deputy - Traffic Safety Unit	SL1
8.00	NEW	Deputy - District Based Policing	SL1
2.00	NEW	Deputy - Community Oriented Policing Unit	SL1
1.00	Convert	Administration - Fiscal Specialist IV (Hourly to Full-Time)	C06
1.00	Convert	Administration - Police Services Specialist (Hourly to Full-Time)	C06
1.00	GRANT	Community Health Nurse	C11

		Eligible DFC Promotional Ranks (16)	SL2
		Eligible Corporal Promotional Rank (1)	SL3
		Sergeant Promotional Ranks (3)	SL4
		Lieutenant Promotional Ranks (3)	SL5

CORRECTIONS

20.00	NEW	Correctional Officer Positions	D01
1.00	NEW	Corrections Analyst / Civilian	C07
1.00	Convert	Pre-Trial Case Coordinator II	C08
(1.00)	Convert	Pre-Trial Case Coordinator	C06
1.00	Convert	Pre-Trial Case Coordinator	C06
(1.00)	Convert	Senior Administrative Coordinator	C05

		Eligible Correctional Officer First Class Promotional Ranks (5)	D02
		Eligible Corporal Promotional Ranks (2)	D03

State's Attorney

1	NEW	Evidence Analyst	C07
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Alcohol Beverage Board

<u>0.5</u>	Convert	Inspector	C04
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64.75 TOTAL



AUTHORIZED COUNTY GOVERNMENT POSITIONS SUMMARY

STAFFING SUMMARY	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 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	32.50	32.50	32.50	32.50	32.50
County Attorney	7.00	7.00	7.00	7.00	7.00
Economic Development	9.00	9.00	9.00	9.00	9.00
Department of Finance	18.00	18.00	18.00	18.00	18.00
Human Resource	8.75	8.75	8.75	8.75	8.75
Land Use & Growth Management	31.00	31.00	30.00	30.00	30.00
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	147.00	147.00	146.00	152.00	148.00
Recreation & Parks	40.00	40.00	40.00	40.00	40.00
Emergency Services	47.25	47.25	48.25	101.50	71.50
Information Technology	20.00	20.00	20.00	22.00	22.00
Circuit Court	17.00	16.00	16.00	16.00	16.00
Orphans Court	3.00	3.00	3.00	3.00	3.00
Sheriff	329.00	329.00	329.00	365.00	365.00
States Attorney	43.00	43.00	43.00	44.00	44.00
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	2.25	2.25
Alcohol Beverage Board	5.00	5.00	5.00	5.00	5.00
Board of Elections	5.00	5.00	5.00	5.00	5.00
TOTAL COUNTY GOVERNMENT	798.00	797.00	796.00	894.75	860.75

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	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 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
Project Manager	G	C09	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
Supervisor III, Aging & HS	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
Fiscal Specialist IV	M/G	C06	1.00	1.00	1.00	1.00	1.00
MAP I & A Caseworker	M	C06	2.00	2.00	2.00	2.00	2.00
Data Base Specialist	M	C05	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	3.00	3.00	3.00	3.00	3.00
Food Transporter - RPT	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 (No OPEB)	M/G	C08	0.00	0.00	1.00	1.00	1.00
Coordinator III, Aging & Human Services	M/G	C08	1.00	1.00	0.00	0.00	0.00
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			32.50	32.50	32.50	32.50	32.50

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 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	1.00	1.00	1.00	1.00	1.00
TOTAL			7.00	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
Development Facilitator	M	C08	1.00	1.00	1.00	1.00	1.00
Sr. Administrative Coordinator	M	C05	2.00	2.00	2.00	2.00	2.00
TOTAL			9.00	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	1.00	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			18.00	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	0.75	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			8.75	8.75	8.75	8.75	8.75

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 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
Fiscal Specialist IV	M	C06	1.00	1.00	1.00	1.00	1.00
Inspections Coordinator	M	C05	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	1.00	1.00	0.00	0.00	0.00
Planner IV - Supervisor	M	C09	0.00	0.00	1.00	1.00	1.00
Planner III	M	C08	2.00	2.00	1.00	1.00	1.00
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	30.00	30.00	30.00
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	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 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	4.00	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
Sign Maintenance Operator	M	C05	1.00	1.00	1.00	1.00	1.00
Equipment Operator II	M	C04	12.00	12.00	12.00	12.00	12.00
Equipment Operator I	M	C03	19.00	19.00	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
Recycling Foreman	R	C07	0.00	0.00	0.00	1.00	1.00
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	2.00	1.00
Inspector III	M	C07	1.00	1.00	1.00	2.00	2.00
Airport							
Manager II	M	C10	1.00	1.00	0.00	0.00	0.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 Approved
PUBLIC WORKS & TRANSPORTATION continued:							
Transportation & Non-Public School Bus							
Deputy Director - Transportation Div.	M	C12	0.00	0.00	1.00	1.00	1.00
Manager II	M	C10	1.00	1.00	0.00	0.00	0.00
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	0.00	0.00	0.00
Shop Foreman	M	C06	0.00	0.00	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
Capital Planner Inspector	M	C07	0.00	0.00	0.00	1.00	0.00
Supervisor II, Building Services	M	C07	2.00	2.00	2.00	2.00	2.00
Coordinator I	M	C06	1.00	1.00	1.00	1.00	1.00
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	0.00	0.00	0.00
Maintenance Mechanic III	M	C04	0.00	0.00	1.00	1.00	1.00
Maintenance Mechanic	M	C04	6.00	6.00	6.00	6.00	6.00
Janitor	M	C03	1.00	1.00	0.00	0.00	0.00
Janitor II	M	C03	8.00	8.00	0.00	0.00	0.00
Maintenance Mechanic II	M	C03	0.00	0.00	9.00	10.00	9.00
TOTAL			147.00	147.00	146.00	152.00	148.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 Approved
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
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	7.00	7.00	7.00	7.00	7.00
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

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 Approved
EMERGENCY SERVICES							
Emergency Communications Center							
Director	C		1.00	1.00	1.00	1.00	1.00
Jurisdictional 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
Training & Quality Assur. Coordinator	M	C09	1.00	1.00	1.00	1.00	1.00
Accreditation Manager	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
Quality Assurance Technician	M	C08	0.00	0.00	0.00	1.00	0.00
Technical Services Coordinator	M	C08	1.00	1.00	1.00	1.00	1.00
Public Safety Dispatch Asst. Supervisor	M	C07	6.00	6.00	4.00	4.00	4.00
Communications - CAD Technician	M	C07	0.00	0.00	0.00	1.00	1.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00	1.00	1.00
Public Safety Dispatch II	M	C06	11.00	11.00	11.00	11.00	11.00
Public Safety Dispatch I	M	C05	7.00	7.00	9.00	9.00	9.00
Emergency Radio Tech Services							
Lead Technician - RF	M	C09	1.00	1.00	1.00	1.00	1.00
Radio Frequency Technician I	M	C06	1.75	1.75	1.75	2.00	2.00
Emergency Management							
Chief, EMS Career Operations	M	C10	0.00	0.00	1.00	1.00	1.00
Emergency Management Manager I	M	C10	1.00	1.00	1.00	1.00	1.00
EMS Operational Manager	M	C10	1.00	1.00	0.00	0.00	0.00
Emergency Prep Plan Coordinator (No OPEB)	G	C08	0.00	0.00	1.00	1.00	1.00
Emergency Services Coordinator	M	C08	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
Admin. Coordinator - (50% in Animal Control)	M	C04	0.50	0.50	0.50	1.00	0.50
Emergency Medical Services							
Paramedic - Emergency Billing Fund	R	C07	0.00	0.00	0.00	4.00	4.00
Fiscal Specialist IV - Emergency Billing Fund	R	C06	0.00	0.00	0.00	1.00	1.00
EMT's - Emergency Billing Fund	R	C05	0.00	0.00	0.00	32.00	16.00
Admin Coordinator - Emergency Billing Fund	R	C04	0.00	0.00	0.00	1.00	1.00
Animal Control							
Division Manager - Animal Shelter	M	C10	0.00	0.00	0.00	1.00	0.00
Operations Supervisor - Animal Shelter	M	C07	0.00	0.00	0.00	1.00	0.00
Supervisor-Animal Warden	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
Care Attendant - Animal Shelter	M	C06	0.00	0.00	0.00	3.00	0.00
Health Attendant - Animal Shelter	M	C06	0.00	0.00	0.00	4.00	0.00
Office Coordinator - Animal Shelter	M	C05	0.00	0.00	0.00	1.00	0.00
Admin. Coordinator - (50% in Emerg. Mngmnt)	M	C04	0.50	0.50	0.50	1.00	0.50
Administrative Coordinator - Animal Control	M	C04	0.00	0.00	0.00	0.00	0.00
Adoption Coordinator - Animal Shelter	M	C04	0.00	0.00	0.00	1.00	0.00
Volunteer Coordinator - Animal Control	M	C04	0.00	0.00	0.00	1.00	0.00
TOTAL			47.25	47.25	48.25	101.50	71.50

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 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	1.00
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
Programmer / 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
GIS Intern Full-Time	M	C03	0.00	0.00	0.00	1.00	1.00
TOTAL			20.00	20.00	20.00	22.00	22.00
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	0.00	0.00	0.00
Judicial Admin. Asst. II & Law Clerk	A	C07	0.00	0.00	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	1.00	1.00	1.00	1.00	1.00
Judicial Admin. Asst. I / Law Clerk	A	C06	1.00	1.00	1.00	1.00	1.00
Magistrates Admin. Asst.	A/G	C06	1.00	1.00	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	A/G	C05	1.00	0.00	0.00	0.00	0.00
Judicial Grant Coord./Magistrate's Admin. Asst.	A	C06	1.00	1.00	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	16.00	16.00	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	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 Approved
SHERIFF'S DEPARTMENT							
Law Enforcement							
Sheriff	E		1.00	1.00	1.00	1.00	1.00
SWORN							
Major	M	SL7	1.00	1.00	1.00	1.00	1.00
Captain	M	SL6	4.00	4.00	4.00	4.00	4.00
Lieutenant	M	SL5	9.00	9.00	9.00	9.00	9.00
Sergeant	M	SL4	17.00	17.00	17.00	17.00	17.00
Corporal	M/G	SL3	47.00	47.00	51.00	51.00	51.00
Deputy First Class	M/G	SL2	17.00	17.00	13.00	13.00	13.00
Deputy	M/C	SL1	50.00	50.00	50.00	62.00	62.00
CIVILIAN							
Chief of Staff	C	C11	1.00	1.00	1.00	1.00	1.00
Community Health Nurse	G	C11	0.00	0.00	0.00	1.00	1.00
Community Mental Health Liaison	G	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
Public Information Officer	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
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
Armorer	M	C08	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
Compliance Control Investigator	M	C07	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
Law & Corrections Recruiter	M	C07	1.00	1.00	1.00	1.00	1.00
Police Services Coordinator	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
Training Coordinator	M	C07	1.00	1.00	1.00	1.00	1.00
Fiscal Specialist IV	M	C06	3.00	3.00	3.00	4.00	4.00
Heroin Coordinator	G	C06	1.00	1.00	1.00	1.00	1.00
Police Services Specialist	M	C06	0.00	0.00	0.00	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
Investigative Detective	M	C05	1.00	1.00	1.00	1.00	1.00
Senior Administrative Coordinator	M	C05	2.00	2.00	2.00	2.00	2.00
Victim Witness Coordinator	M	C05	1.00	1.00	1.00	1.00	1.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 Approved
SHERIFF'S DEPARTMENT continued:							
Law Enforcement Civilians continued:							
Property Specialist	M	C05	2.00	2.00	2.00	2.00	2.00
Admin Coordinator	G/M	C04	4.00	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	10.00	10.00	10.00	10.00	10.00
Corrections							
<u>SWORN</u>							
Corrections Major	M	D08	1.00	1.00	1.00	1.00	1.00
Captain	M	D06	3.00	3.00	3.00	3.00	3.00
Lieutenant	M	D05	5.00	5.00	5.00	5.00	5.00
Sergeant	M	D04	10.00	10.00	10.00	10.00	10.00
Corporal	M	D03	16.00	16.00	17.00	17.00	17.00
Correctional Officer First Class	M	D02	13.00	13.00	9.00	9.00	9.00
Correctional Officer	M	D01	33.00	33.00	36.00	56.00	56.00
<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	1.00	1.00	1.00	1.00	1.00
Pre-Trial Services Case Coordinator II	M	C08	0.00	0.00	0.00	1.00	1.00
Coordinator II	M	C07	1.00	1.00	1.00	1.00	1.00
Corrections Analyst	M	C07	0.00	0.00	0.00	1.00	1.00
Civilian Corrections Security Specialist II	M	C07	0.00	0.00	0.00	0.00	0.00
Pre-Trial Case Coordinator	G/M	C06	1.00	1.00	0.00	0.00	0.00
Pre-Trial Case Coordinator	M	C06	0.00	0.00	1.00	1.00	1.00
Booking Specialist	M	C06	4.00	4.00	4.00	4.00	4.00
Civilian Corrections Security Specialist	M	C06	8.00	8.00	8.00	8.00	8.00
Sr. Administrative Coordinator	M	C05	8.00	8.00	8.00	7.00	7.00
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	7.00	7.00	7.00
Central Security Rm Specialist	M	C05	1.00	1.00	1.00	1.00	1.00
Security Specialist	M	C04	1.00	1.00	0.00	0.00	0.00
Process Server	M	C03	4.00	4.00	4.00	4.00	4.00
TOTAL			329.00	329.00	329.00	365.00	365.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

POSITION		Level	FY2020 Adjusted	FY2021 Approved	FY2021 Adjusted	FY2022 Request	FY2022 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	2.00	2.00	2.00
Senior Asst. States Attorney II	A	SA5	1.00	1.00	0.00	0.00	0.00
Chief of Circuit Court	A	SA4	1.00	1.00	0.00	0.00	0.00
Chief of District Court	A	SA4	1.00	1.00	0.00	0.00	0.00
Senior Asst. States Attorney I	A	SA4	0.00	0.00	3.00	3.00	3.00
Asst. States Attorney III	A	SA3	2.00	2.00	4.00	4.00	4.00
Asst. States Attorney II	A	SA2	2.00	2.00	1.00	1.00	1.00
Asst. States Attorney I	A/G	SA1	4.00	4.00	2.00	2.00	2.00
Chief Investigator	M	C09	1.00	1.00	1.00	1.00	1.00
Forensic Scientist (Chemist)	M	C09	1.00	1.00	1.00	1.00	1.00
Paralegal	M	C09	1.00	1.00	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
Evidence Analyst	M	C07	0.00	0.00	0.00	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	16.00	16.00	17.00	17.00	17.00
Bad Check Coordinator (Sr. Leg. Assist.)	M	C06	1.00	1.00	0.00	0.00	0.00
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			43.00	43.00	43.00	44.00	44.00
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
ABB Inspector - RPT	M		0.00	0.00	0.00	0.50	0.50
TOTAL			1.75	1.75	1.75	2.25	2.25
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		5.00	5.00	5.00	5.00	5.00
TOTAL			5.00	5.00	5.00	5.00	5.00
TOTAL COUNTY GOVERNMENT			798.00	797.00	796.00	894.75	860.75

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:	\$28,350.40	\$29,078.40	\$29,806.40	\$30,576.00	\$31,304.00	\$32,073.60	\$32,884.80	\$33,737.60	\$34,548.80	\$35,422.40
	Bi-Weekly Pay:	\$1,090.40	\$1,118.40	\$1,146.40	\$1,176.00	\$1,204.00	\$1,233.60	\$1,264.80	\$1,297.60	\$1,328.80	\$1,362.40
	Hourly Rate:	\$13.63	\$13.98	\$14.33	\$14.70	\$15.05	\$15.42	\$15.81	\$16.22	\$16.61	\$17.03
2	Annual Salary:	\$31,262.40	\$32,032.00	\$32,822.40	\$33,675.20	\$34,465.60	\$35,360.00	\$36,233.60	\$37,148.80	\$38,064.00	\$39,020.80
	Bi-Weekly Pay:	\$1,202.40	\$1,232.00	\$1,262.40	\$1,295.20	\$1,325.60	\$1,360.00	\$1,393.60	\$1,428.80	\$1,464.00	\$1,500.80
	Hourly Rate:	\$15.03	\$15.40	\$15.78	\$16.19	\$16.57	\$17.00	\$17.42	\$17.86	\$18.30	\$18.76
3	Annual Salary:	\$34,299.20	\$35,193.60	\$36,046.40	\$36,940.80	\$37,876.80	\$38,812.80	\$39,748.80	\$40,788.80	\$41,766.40	\$42,848.00
	Bi-Weekly Pay:	\$1,319.20	\$1,353.60	\$1,386.40	\$1,420.80	\$1,456.80	\$1,492.80	\$1,528.80	\$1,568.80	\$1,606.40	\$1,648.00
	Hourly Rate:	\$16.49	\$16.92	\$17.33	\$17.76	\$18.21	\$18.66	\$19.11	\$19.61	\$20.08	\$20.60
4	Annual Salary:	\$37,710.40	\$38,625.60	\$39,624.00	\$40,601.60	\$41,620.80	\$42,681.60	\$43,700.80	\$44,824.00	\$45,926.40	\$47,112.00
	Bi-Weekly Pay:	\$1,450.40	\$1,485.60	\$1,524.00	\$1,561.60	\$1,600.80	\$1,641.60	\$1,680.80	\$1,724.00	\$1,766.40	\$1,812.00
	Hourly Rate:	\$18.13	\$18.57	\$19.05	\$19.52	\$20.01	\$20.52	\$21.01	\$21.55	\$22.08	\$22.65
5	Annual Salary:	\$41,433.60	\$42,452.80	\$43,513.60	\$44,636.80	\$45,718.40	\$46,883.20	\$48,068.80	\$49,296.00	\$50,481.60	\$51,771.20
	Bi-Weekly Pay:	\$1,593.60	\$1,632.80	\$1,673.60	\$1,716.80	\$1,758.40	\$1,803.20	\$1,848.80	\$1,896.00	\$1,941.60	\$1,991.20
	Hourly Rate:	\$19.92	\$20.41	\$20.92	\$21.46	\$21.98	\$22.54	\$23.11	\$23.70	\$24.27	\$24.89
6	Annual Salary:	\$46,300.80	\$47,465.60	\$48,651.20	\$49,878.40	\$51,105.60	\$52,395.20	\$53,622.40	\$55,036.80	\$56,409.60	\$57,803.20
	Bi-Weekly Pay:	\$1,780.80	\$1,825.60	\$1,871.20	\$1,918.40	\$1,965.60	\$2,015.20	\$2,062.40	\$2,116.80	\$2,169.60	\$2,223.20
	Hourly Rate:	\$22.26	\$22.82	\$23.39	\$23.98	\$24.57	\$25.19	\$25.78	\$26.46	\$27.12	\$27.79
7	Annual Salary:	\$51,812.80	\$53,081.60	\$54,454.40	\$55,764.80	\$57,158.40	\$58,614.40	\$60,049.60	\$61,588.80	\$63,128.00	\$64,667.20
	Bi-Weekly Pay:	\$1,992.80	\$2,041.60	\$2,094.40	\$2,144.80	\$2,198.40	\$2,254.40	\$2,309.60	\$2,368.80	\$2,428.00	\$2,487.20
	Hourly Rate:	\$24.91	\$25.52	\$26.18	\$26.81	\$27.48	\$28.18	\$28.87	\$29.61	\$30.35	\$31.09
8	Annual Salary:	\$57,990.40	\$59,446.40	\$60,944.00	\$62,441.60	\$64,022.40	\$65,603.20	\$67,246.40	\$68,952.00	\$70,657.60	\$72,425.60
	Bi-Weekly Pay:	\$2,230.40	\$2,286.40	\$2,344.00	\$2,401.60	\$2,462.40	\$2,523.20	\$2,586.40	\$2,652.00	\$2,717.60	\$2,785.60
	Hourly Rate:	\$27.88	\$28.58	\$29.30	\$30.02	\$30.78	\$31.54	\$32.33	\$33.15	\$33.97	\$34.82
9	Annual Salary:	\$64,771.20	\$66,456.00	\$68,078.40	\$69,784.00	\$71,531.20	\$73,320.00	\$75,129.60	\$77,022.40	\$78,956.80	\$80,912.00
	Bi-Weekly Pay:	\$2,491.20	\$2,556.00	\$2,618.40	\$2,684.00	\$2,751.20	\$2,820.00	\$2,889.60	\$2,962.40	\$3,036.80	\$3,112.00
	Hourly Rate:	\$31.14	\$31.95	\$32.73	\$33.55	\$34.39	\$35.25	\$36.12	\$37.03	\$37.96	\$38.90
10	Annual Salary:	\$74,422.40	\$76,273.60	\$78,187.20	\$80,121.60	\$82,139.20	\$84,198.40	\$86,299.20	\$88,483.20	\$90,688.00	\$92,976.00
	Bi-Weekly Pay:	\$2,862.40	\$2,933.60	\$3,007.20	\$3,081.60	\$3,159.20	\$3,238.40	\$3,319.20	\$3,403.20	\$3,488.00	\$3,576.00
	Hourly Rate:	\$35.78	\$36.67	\$37.59	\$38.52	\$39.49	\$40.48	\$41.49	\$42.54	\$43.60	\$44.70
11	Annual Salary:	\$85,529.60	\$87,651.20	\$89,793.60	\$92,081.60	\$94,348.80	\$96,720.00	\$99,153.60	\$101,628.80	\$104,166.40	\$106,828.80
	Bi-Weekly Pay:	\$3,289.60	\$3,371.20	\$3,453.60	\$3,541.60	\$3,628.80	\$3,720.00	\$3,813.60	\$3,908.80	\$4,006.40	\$4,108.80
	Hourly Rate:	\$41.12	\$42.14	\$43.17	\$44.27	\$45.36	\$46.50	\$47.67	\$48.86	\$50.08	\$51.36
12	Annual Salary:	\$98,342.40	\$100,796.80	\$103,313.60	\$105,872.00	\$108,513.60	\$111,259.20	\$114,067.20	\$116,875.20	\$119,808.00	\$122,824.00
	Bi-Weekly Pay:	\$3,782.40	\$3,876.80	\$3,973.60	\$4,072.00	\$4,173.60	\$4,279.20	\$4,387.20	\$4,495.20	\$4,608.00	\$4,724.00
	Hourly Rate:	\$47.28	\$48.46	\$49.67	\$50.90	\$52.17	\$53.49	\$54.84	\$56.19	\$57.60	\$59.05
13	Annual Salary:	\$113,068.80	\$115,918.40	\$118,809.60	\$121,763.20	\$124,820.80	\$127,940.80	\$131,144.00	\$134,430.40	\$137,758.40	\$141,252.80
	Bi-Weekly Pay:	\$4,348.80	\$4,458.40	\$4,569.60	\$4,683.20	\$4,800.80	\$4,920.80	\$5,044.00	\$5,170.40	\$5,298.40	\$5,432.80
	Hourly Rate:	\$54.36	\$55.73	\$57.12	\$58.54	\$60.01	\$61.51	\$63.05	\$64.63	\$66.23	\$67.91

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:	\$36,296.00	\$37,232.00	\$38,147.20	\$39,083.20	\$40,123.20	\$41,080.00	\$42,099.20	\$43,160.00	\$44,200.00	\$45,344.00
	Bi-Weekly Pay:	\$1,396.00	\$1,432.00	\$1,467.20	\$1,503.20	\$1,543.20	\$1,580.00	\$1,619.20	\$1,660.00	\$1,700.00	\$1,744.00
	Hourly Rate:	\$17.45	\$17.90	\$18.34	\$18.79	\$19.29	\$19.75	\$20.24	\$20.75	\$21.25	\$21.80
2	Annual Salary:	\$39,998.40	\$41,017.60	\$42,036.80	\$43,076.80	\$44,137.60	\$45,281.60	\$46,384.00	\$47,548.80	\$48,734.40	\$49,982.40
	Bi-Weekly Pay:	\$1,538.40	\$1,577.60	\$1,616.80	\$1,656.80	\$1,697.60	\$1,741.60	\$1,784.00	\$1,828.80	\$1,874.40	\$1,922.40
	Hourly Rate:	\$19.23	\$19.72	\$20.21	\$20.71	\$21.22	\$21.77	\$22.30	\$22.86	\$23.43	\$24.03
3	Annual Salary:	\$43,908.80	\$45,011.20	\$46,113.60	\$47,278.40	\$48,443.20	\$49,691.20	\$50,939.20	\$52,208.00	\$53,476.80	\$54,849.60
	Bi-Weekly Pay:	\$1,688.80	\$1,731.20	\$1,773.60	\$1,818.40	\$1,863.20	\$1,911.20	\$1,959.20	\$2,008.00	\$2,056.80	\$2,109.60
	Hourly Rate:	\$21.11	\$21.64	\$22.17	\$22.73	\$23.29	\$23.89	\$24.49	\$25.10	\$25.71	\$26.37
4	Annual Salary:	\$48,256.00	\$49,483.20	\$50,689.60	\$51,979.20	\$53,268.80	\$54,600.00	\$55,931.20	\$57,408.00	\$58,822.40	\$60,299.20
	Bi-Weekly Pay:	\$1,856.00	\$1,903.20	\$1,949.60	\$1,999.20	\$2,048.80	\$2,100.00	\$2,151.20	\$2,208.00	\$2,262.40	\$2,319.20
	Hourly Rate:	\$23.20	\$23.79	\$24.37	\$24.99	\$25.61	\$26.25	\$26.89	\$27.60	\$28.28	\$28.99
5	Annual Salary:	\$53,040.00	\$54,392.00	\$55,702.40	\$57,096.00	\$58,531.20	\$59,987.20	\$61,505.60	\$63,003.20	\$64,604.80	\$66,206.40
	Bi-Weekly Pay:	\$2,040.00	\$2,092.00	\$2,142.40	\$2,196.00	\$2,251.20	\$2,307.20	\$2,365.60	\$2,423.20	\$2,484.80	\$2,546.40
	Hourly Rate:	\$25.50	\$26.15	\$26.78	\$27.45	\$28.14	\$28.84	\$29.57	\$30.29	\$31.06	\$31.83
6	Annual Salary:	\$59,280.00	\$60,736.00	\$62,254.40	\$63,835.20	\$65,436.80	\$67,059.20	\$68,723.20	\$70,428.80	\$72,217.60	\$74,006.40
	Bi-Weekly Pay:	\$2,280.00	\$2,336.00	\$2,394.40	\$2,455.20	\$2,516.80	\$2,579.20	\$2,643.20	\$2,708.80	\$2,777.60	\$2,846.40
	Hourly Rate:	\$28.50	\$29.20	\$29.93	\$30.69	\$31.46	\$32.24	\$33.04	\$33.86	\$34.72	\$35.58
7	Annual Salary:	\$66,310.40	\$67,974.40	\$69,680.00	\$71,406.40	\$73,216.00	\$75,025.60	\$76,897.60	\$78,811.20	\$80,787.20	\$82,784.00
	Bi-Weekly Pay:	\$2,550.40	\$2,614.40	\$2,680.00	\$2,746.40	\$2,816.00	\$2,885.60	\$2,957.60	\$3,031.20	\$3,107.20	\$3,184.00
	Hourly Rate:	\$31.88	\$32.68	\$33.50	\$34.33	\$35.20	\$36.07	\$36.97	\$37.89	\$38.84	\$39.80
8	Annual Salary:	\$74,235.20	\$76,107.20	\$78,020.80	\$79,934.40	\$81,931.20	\$83,990.40	\$86,091.20	\$88,254.40	\$90,459.20	\$92,705.60
	Bi-Weekly Pay:	\$2,855.20	\$2,927.20	\$3,000.80	\$3,074.40	\$3,151.20	\$3,230.40	\$3,311.20	\$3,394.40	\$3,479.20	\$3,565.60
	Hourly Rate:	\$35.69	\$36.59	\$37.51	\$38.43	\$39.39	\$40.38	\$41.39	\$42.43	\$43.49	\$44.57
9	Annual Salary:	\$82,971.20	\$85,009.60	\$87,152.00	\$89,315.20	\$91,561.60	\$93,870.40	\$96,200.00	\$98,612.80	\$101,067.20	\$103,584.00
	Bi-Weekly Pay:	\$3,191.20	\$3,269.60	\$3,352.00	\$3,435.20	\$3,521.60	\$3,610.40	\$3,700.00	\$3,792.80	\$3,887.20	\$3,984.00
	Hourly Rate:	\$39.89	\$40.87	\$41.90	\$42.94	\$44.02	\$45.13	\$46.25	\$47.41	\$48.59	\$49.80
10	Annual Salary:	\$95,305.60	\$97,676.80	\$100,089.60	\$102,606.40	\$105,164.80	\$107,764.80	\$110,468.80	\$113,235.20	\$116,064.00	\$118,996.80
	Bi-Weekly Pay:	\$3,665.60	\$3,756.80	\$3,849.60	\$3,946.40	\$4,044.80	\$4,144.80	\$4,248.80	\$4,355.20	\$4,464.00	\$4,576.80
	Hourly Rate:	\$45.82	\$46.96	\$48.12	\$49.33	\$50.56	\$51.81	\$53.11	\$54.44	\$55.80	\$57.21
11	Annual Salary:	\$109,470.40	\$112,216.00	\$115,024.00	\$117,852.80	\$120,827.20	\$123,843.20	\$126,921.60	\$130,104.00	\$133,348.80	\$136,718.40
	Bi-Weekly Pay:	\$4,210.40	\$4,316.00	\$4,424.00	\$4,532.80	\$4,647.20	\$4,763.20	\$4,881.60	\$5,004.00	\$5,128.80	\$5,258.40
	Hourly Rate:	\$52.63	\$53.95	\$55.30	\$56.66	\$58.09	\$59.54	\$61.02	\$62.55	\$64.11	\$65.73
12	Annual Salary:	\$125,902.40	\$129,022.40	\$132,225.60	\$135,553.60	\$138,944.00	\$142,396.80	\$145,974.40	\$149,635.20	\$153,358.40	\$157,206.40
	Bi-Weekly Pay:	\$4,842.40	\$4,962.40	\$5,085.60	\$5,213.60	\$5,344.00	\$5,476.80	\$5,614.40	\$5,755.20	\$5,898.40	\$6,046.40
	Hourly Rate:	\$60.53	\$62.03	\$63.57	\$65.17	\$66.80	\$68.46	\$70.18	\$71.94	\$73.73	\$75.58
13	Annual Salary:	\$144,768.00	\$148,387.20	\$152,068.80	\$155,875.20	\$159,806.40	\$163,779.20	\$167,876.80	\$172,078.40	\$176,342.40	\$180,793.60
	Bi-Weekly Pay:	\$5,568.00	\$5,707.20	\$5,848.80	\$5,995.20	\$6,146.40	\$6,299.20	\$6,456.80	\$6,618.40	\$6,782.40	\$6,953.60
	Hourly Rate:	\$69.60	\$71.34	\$73.11	\$74.94	\$76.83	\$78.74	\$80.71	\$82.73	\$84.78	\$86.92

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	\$52,249.60	\$54,849.60	\$57,595.20	\$60,465.60	\$63,502.40	\$66,664.00	\$68,328.00	\$70,033.60	\$71,801.60	\$73,611.20
	Bi-Weekly	\$2,009.60	\$2,109.60	\$2,215.20	\$2,325.60	\$2,442.40	\$2,564.00	\$2,628.00	\$2,693.60	\$2,761.60	\$2,831.20
	Hourly	\$25.12	\$26.37	\$27.69	\$29.07	\$30.53	\$32.05	\$32.85	\$33.67	\$34.52	\$35.39
DEPUTY FIRST CLASS / DFC SL2	Annual	\$59,904.00	\$62,899.20	\$66,040.00	\$69,347.20	\$72,800.00	\$76,460.80	\$78,353.60	\$80,308.80	\$82,347.20	\$84,385.60
	Bi-Weekly	\$2,304.00	\$2,419.20	\$2,540.00	\$2,667.20	\$2,800.00	\$2,940.80	\$3,013.60	\$3,088.80	\$3,167.20	\$3,245.60
	Hourly	\$28.80	\$30.24	\$31.75	\$33.34	\$35.00	\$36.76	\$37.67	\$38.61	\$39.59	\$40.57
CORPORAL CPL SL3	Annual	\$64,105.60	\$67,308.80	\$70,657.60	\$74,193.60	\$77,916.80	\$81,806.40	\$83,865.60	\$85,945.60	\$88,088.00	\$90,292.80
	Bi-Weekly	\$2,465.60	\$2,588.80	\$2,717.60	\$2,853.60	\$2,996.80	\$3,146.40	\$3,225.60	\$3,305.60	\$3,388.00	\$3,472.80
	Hourly	\$30.82	\$32.36	\$33.97	\$35.67	\$37.46	\$39.33	\$40.32	\$41.32	\$42.35	\$43.41
SERGEANT SGT SL4	Annual	\$68,598.40	\$72,009.60	\$75,608.00	\$79,393.60	\$83,345.60	\$87,526.40	\$89,731.20	\$91,956.80	\$94,265.60	\$96,616.00
	Bi-Weekly	\$2,638.40	\$2,769.60	\$2,908.00	\$3,053.60	\$3,205.60	\$3,366.40	\$3,451.20	\$3,536.80	\$3,625.60	\$3,716.00
	Hourly	\$32.98	\$34.62	\$36.35	\$38.17	\$40.07	\$42.08	\$43.14	\$44.21	\$45.32	\$46.45
LIEUTENANT LT SL5	Annual	\$76,814.40	\$80,662.40	\$84,676.80	\$88,920.00	\$93,371.20	\$98,030.40	\$100,484.80	\$102,980.80	\$105,580.80	\$108,222.40
	Bi-Weekly	\$2,954.40	\$3,102.40	\$3,256.80	\$3,420.00	\$3,591.20	\$3,770.40	\$3,864.80	\$3,960.80	\$4,060.80	\$4,162.40
	Hourly	\$36.93	\$38.78	\$40.71	\$42.75	\$44.89	\$47.13	\$48.31	\$49.51	\$50.76	\$52.03
CAPTAIN CAPT SL6	Annual	\$82,201.60	\$86,299.20	\$90,604.80	\$95,139.20	\$99,902.40	\$104,894.40	\$107,515.20	\$110,198.40	\$112,964.80	\$115,793.60
	Bi-Weekly	\$3,161.60	\$3,319.20	\$3,484.80	\$3,659.20	\$3,842.40	\$4,034.40	\$4,135.20	\$4,238.40	\$4,344.80	\$4,453.60
	Hourly	\$39.52	\$41.49	\$43.56	\$45.74	\$48.03	\$50.43	\$51.69	\$52.98	\$54.31	\$55.67
MAJOR MAJ SL7	Annual	\$87,921.60	\$92,331.20	\$96,948.80	\$101,816.00	\$106,891.20	\$112,257.60	\$115,044.80	\$117,915.20	\$120,868.80	\$123,884.80
	Bi-Weekly	\$3,381.60	\$3,551.20	\$3,728.80	\$3,916.00	\$4,111.20	\$4,317.60	\$4,424.80	\$4,535.20	\$4,648.80	\$4,764.80
	Hourly	\$42.27	\$44.39	\$46.61	\$48.95	\$51.39	\$53.97	\$55.31	\$56.69	\$58.11	\$59.56

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 DEP SL1	Annual Salary:	\$75,441.60	\$77,313.60	\$79,268.80	\$81,244.80	\$83,262.40	\$85,363.20	\$87,484.80	\$89,689.60	\$94,182.40
	Bi-Weekly	\$2,901.60	\$2,973.60	\$3,048.80	\$3,124.80	\$3,202.40	\$3,283.20	\$3,364.80	\$3,449.60	\$3,622.40
	Hourly	\$36.27	\$37.17	\$38.11	\$39.06	\$40.03	\$41.04	\$42.06	\$43.12	\$45.28
DEPUTY FIRST CLASS / DFC SL2	Annual Salary	\$86,486.40	\$88,670.40	\$90,875.20	\$93,163.20	\$95,472.00	\$97,864.00	\$100,318.40	\$102,814.40	\$107,972.80
	Bi-Weekly	\$3,326.40	\$3,410.40	\$3,495.20	\$3,583.20	\$3,672.00	\$3,764.00	\$3,858.40	\$3,954.40	\$4,152.80
	Hourly	\$41.58	\$42.63	\$43.69	\$44.79	\$45.90	\$47.05	\$48.23	\$49.43	\$51.91
CORPORAL CPL SL3	Annual Salary	\$92,539.20	\$94,868.80	\$97,260.80	\$99,673.60	\$102,169.60	\$104,728.00	\$107,328.00	\$110,032.00	\$115,523.20
	Bi-Weekly	\$3,559.20	\$3,648.80	\$3,740.80	\$3,833.60	\$3,929.60	\$4,028.00	\$4,128.00	\$4,232.00	\$4,443.20
	Hourly	\$44.49	\$45.61	\$46.76	\$47.92	\$49.12	\$50.35	\$51.60	\$52.90	\$55.54
SERGEANT SGT SL4	Annual Salary	\$99,049.60	\$101,504.00	\$104,041.60	\$106,662.40	\$109,324.80	\$112,049.60	\$114,857.60	\$117,728.00	\$123,614.40
	Bi-Weekly	\$3,809.60	\$3,904.00	\$4,001.60	\$4,102.40	\$4,204.80	\$4,309.60	\$4,417.60	\$4,528.00	\$4,754.40
	Hourly	\$47.62	\$48.80	\$50.02	\$51.28	\$52.56	\$53.87	\$55.22	\$56.60	\$59.43
LIEUTENANT LT SL5	Annual Salary	\$110,926.40	\$113,692.80	\$116,521.60	\$119,433.60	\$122,428.80	\$125,486.40	\$128,627.20	\$131,851.20	\$138,444.80
	Bi-Weekly	\$4,266.40	\$4,372.80	\$4,481.60	\$4,593.60	\$4,708.80	\$4,826.40	\$4,947.20	\$5,071.20	\$5,324.80
	Hourly	\$53.33	\$54.66	\$56.02	\$57.42	\$58.86	\$60.33	\$61.84	\$63.39	\$66.56
CAPTAIN CAPT SL6	Annual Salary	\$118,684.80	\$121,659.20	\$124,696.00	\$127,816.00	\$130,998.40	\$134,284.80	\$137,633.60	\$141,086.40	\$148,116.80
	Bi-Weekly	\$4,564.80	\$4,679.20	\$4,796.00	\$4,916.00	\$5,038.40	\$5,164.80	\$5,293.60	\$5,426.40	\$5,696.80
	Hourly	\$57.06	\$58.49	\$59.95	\$61.45	\$62.98	\$64.56	\$66.17	\$67.83	\$71.21
MAJOR MAJ SL7	Annual Salary	\$126,984.00	\$130,166.40	\$133,432.00	\$136,760.00	\$140,171.20	\$143,665.60	\$147,284.80	\$150,945.60	\$158,496.00
	Bi-Weekly	\$4,884.00	\$5,006.40	\$5,132.00	\$5,260.00	\$5,391.20	\$5,525.60	\$5,664.80	\$5,805.60	\$6,096.00
	Hourly	\$61.05	\$62.58	\$64.15	\$65.75	\$67.39	\$69.07	\$70.81	\$72.57	\$76.20

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	\$47,840.00	\$48,942.40	\$50,086.40	\$51,230.40	\$52,416.00	\$53,622.40	\$54,849.60	\$56,097.60	\$57,387.20	\$58,739.20
	Bi-Weekly	\$1,840.00	\$1,882.40	\$1,926.40	\$1,970.40	\$2,016.00	\$2,062.40	\$2,109.60	\$2,157.60	\$2,207.20	\$2,259.20
	Hourly	\$23.00	\$23.53	\$24.08	\$24.63	\$25.20	\$25.78	\$26.37	\$26.97	\$27.59	\$28.24
CORRECTIONAL OFFICER 1ST COI / DO2	Annual	\$52,249.60	\$53,435.20	\$54,662.40	\$55,910.40	\$57,220.80	\$58,510.40	\$59,883.20	\$61,256.00	\$62,649.60	\$63,398.40
	Bi-Weekly	\$2,009.60	\$2,055.20	\$2,102.40	\$2,150.40	\$2,200.80	\$2,250.40	\$2,303.20	\$2,356.00	\$2,409.60	\$2,438.40
	Hourly	\$25.12	\$25.69	\$26.28	\$26.88	\$27.51	\$28.13	\$28.79	\$29.45	\$30.12	\$30.48
CORPORAL COII DO3	Annual	\$58,156.80	\$59,321.60	\$60,486.40	\$61,713.60	\$62,961.60	\$64,209.60	\$65,478.40	\$66,788.80	\$68,140.80	\$69,763.20
	Bi-Weekly	\$2,236.80	\$2,281.60	\$2,326.40	\$2,373.60	\$2,421.60	\$2,469.60	\$2,518.40	\$2,568.80	\$2,620.80	\$2,683.20
	Hourly	\$27.96	\$28.52	\$29.08	\$29.67	\$30.27	\$30.87	\$31.48	\$32.11	\$32.76	\$33.54
SERGEANT COII DO4	Annual	\$64,792.00	\$66,102.40	\$67,433.60	\$68,764.80	\$70,158.40	\$71,572.80	\$72,966.40	\$74,422.40	\$75,920.00	\$76,835.20
	Bi-Weekly	\$2,492.00	\$2,542.40	\$2,593.60	\$2,644.80	\$2,698.40	\$2,752.80	\$2,806.40	\$2,862.40	\$2,920.00	\$2,955.20
	Hourly	\$31.15	\$31.78	\$32.42	\$33.06	\$33.73	\$34.41	\$35.08	\$35.78	\$36.50	\$36.94
LIEUTENANT CO IV DO5	Annual	\$72,321.60	\$73,569.60	\$74,796.80	\$76,086.40	\$77,355.20	\$78,665.60	\$80,017.60	\$81,369.60	\$82,763.20	\$84,697.60
	Bi-Weekly	\$2,781.60	\$2,829.60	\$2,876.80	\$2,926.40	\$2,975.20	\$3,025.60	\$3,077.60	\$3,129.60	\$3,183.20	\$3,257.60
	Hourly	\$34.77	\$35.37	\$35.96	\$36.58	\$37.19	\$37.82	\$38.47	\$39.12	\$39.79	\$40.72
CAPTAIN CO V DO6	Annual	\$80,787.20	\$82,180.80	\$83,532.80	\$84,968.00	\$86,424.00	\$87,880.00	\$89,377.60	\$90,896.00	\$92,435.20	\$93,475.20
	Bi-Weekly	\$3,107.20	\$3,160.80	\$3,212.80	\$3,268.00	\$3,324.00	\$3,380.00	\$3,437.60	\$3,496.00	\$3,555.20	\$3,595.20
	Hourly	\$38.84	\$39.51	\$40.16	\$40.85	\$41.55	\$42.25	\$42.97	\$43.70	\$44.44	\$44.94
DEPUTY WARDEN Civilian Grade 11 DO7	Annual	\$80,912.00	\$82,305.60	\$84,344.00	\$86,444.80	\$88,628.80	\$90,833.60	\$93,100.80	\$95,409.60	\$97,801.60	\$106,683.20
	Bi-Weekly	\$3,112.00	\$3,165.60	\$3,244.00	\$3,324.80	\$3,408.80	\$3,493.60	\$3,580.80	\$3,669.60	\$3,761.60	\$4,103.20
	Hourly	\$38.90	\$39.57	\$40.55	\$41.56	\$42.61	\$43.67	\$44.76	\$45.87	\$47.02	\$51.29
MAJOR / WARDEN CO VI DO8	Annual	\$81,369.60	\$85,446.40	\$89,710.40	\$94,203.20	\$98,904.00	\$103,854.40	\$106,454.40	\$109,096.00	\$111,841.60	\$114,649.60
	Bi-Weekly	\$3,129.60	\$3,286.40	\$3,450.40	\$3,623.20	\$3,804.00	\$3,994.40	\$4,094.40	\$4,196.00	\$4,301.60	\$4,409.60
	Hourly	\$39.12	\$41.08	\$43.13	\$45.29	\$47.55	\$49.93	\$51.18	\$52.45	\$53.77	\$55.12

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 DO1	Annual Salary:	\$59,904.00	\$61,110.40	\$62,296.00	\$63,564.80	\$64,812.80	\$66,123.20	\$67,454.40	\$68,806.40	\$69,596.80
	Bi-Weekly Pay:	\$2,304.00	\$2,350.40	\$2,396.00	\$2,444.80	\$2,492.80	\$2,543.20	\$2,594.40	\$2,646.40	\$2,676.80
	Hourly Rate:	\$28.80	\$29.38	\$29.95	\$30.56	\$31.16	\$31.79	\$32.43	\$33.08	\$33.46
CORRECTIONAL OFFICER 1ST CLASS COI / DO2	Annual Salary:	\$64,646.40	\$65,956.80	\$67,288.00	\$68,619.20	\$69,971.20	\$71,385.60	\$72,800.00	\$74,256.00	\$74,526.40
	Bi-Weekly Pay:	\$2,486.40	\$2,536.80	\$2,588.00	\$2,639.20	\$2,691.20	\$2,745.60	\$2,800.00	\$2,856.00	\$2,866.40
	Hourly Rate:	\$31.08	\$31.71	\$32.35	\$32.99	\$33.64	\$34.32	\$35.00	\$35.70	\$35.83
CORPORAL COII DO3	Annual Salary:	\$70,928.00	\$72,155.20	\$73,382.40	\$74,630.40	\$75,899.20	\$77,168.00	\$78,499.20	\$79,809.60	\$81,348.80
	Bi-Weekly Pay:	\$2,728.00	\$2,775.20	\$2,822.40	\$2,870.40	\$2,919.20	\$2,968.00	\$3,019.20	\$3,069.60	\$3,128.80
	Hourly Rate:	\$34.10	\$34.69	\$35.28	\$35.88	\$36.49	\$37.10	\$37.74	\$38.37	\$39.11
SERGEANT COII DO4	Annual Salary:	\$78,145.60	\$79,456.00	\$80,828.80	\$82,201.60	\$83,574.40	\$84,988.80	\$86,444.80	\$87,900.80	\$88,857.60
	Bi-Weekly Pay:	\$3,005.60	\$3,056.00	\$3,108.80	\$3,161.60	\$3,214.40	\$3,268.80	\$3,324.80	\$3,380.80	\$3,417.60
	Hourly Rate:	\$37.57	\$38.20	\$38.86	\$39.52	\$40.18	\$40.86	\$41.56	\$42.26	\$42.72
LIEUTENANT CO IV DO5	Annual Salary:	\$85,966.40	\$87,276.80	\$88,587.20	\$89,897.60	\$91,270.40	\$92,601.60	\$93,995.20	\$95,409.60	\$97,094.40
	Bi-Weekly Pay:	\$3,306.40	\$3,356.80	\$3,407.20	\$3,457.60	\$3,510.40	\$3,561.60	\$3,615.20	\$3,669.60	\$3,734.40
	Hourly Rate:	\$41.33	\$41.96	\$42.59	\$43.22	\$43.88	\$44.52	\$45.19	\$45.87	\$46.68
CAPTAIN CO V DO6	Annual Salary:	\$94,889.60	\$96,304.00	\$97,739.20	\$99,216.00	\$100,692.80	\$102,211.20	\$103,750.40	\$105,289.60	\$106,163.20
	Bi-Weekly Pay:	\$3,649.60	\$3,704.00	\$3,759.20	\$3,816.00	\$3,872.80	\$3,931.20	\$3,990.40	\$4,049.60	\$4,083.20
	Hourly Rate:	\$45.62	\$46.30	\$46.99	\$47.70	\$48.41	\$49.14	\$49.88	\$50.62	\$51.04
DEPUTY WARDEN Civilian Grade 11 DO7	Annual Salary:	\$109,553.60	\$112,528.00	\$115,564.80	\$118,684.80	\$121,888.00	\$125,174.40	\$128,544.00	\$132,038.40	\$136,531.20
	Bi-Weekly Pay:	\$4,213.60	\$4,328.00	\$4,444.80	\$4,564.80	\$4,688.00	\$4,814.40	\$4,944.00	\$5,078.40	\$5,251.20
	Hourly Rate:	\$52.67	\$54.10	\$55.56	\$57.06	\$58.60	\$60.18	\$61.80	\$63.48	\$65.64
MAJOR / WARDEN CO VI DO8	Annual Salary:	\$117,499.20	\$120,452.80	\$123,448.00	\$126,526.40	\$129,708.80	\$132,932.80	\$136,260.80	\$139,692.80	\$146,660.80
	Bi-Weekly Pay:	\$4,519.20	\$4,632.80	\$4,748.00	\$4,866.40	\$4,988.80	\$5,112.80	\$5,240.80	\$5,372.80	\$5,640.80
	Hourly Rate:	\$56.49	\$57.91	\$59.35	\$60.83	\$62.36	\$63.91	\$65.51	\$67.16	\$70.51

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 SA1 ASA1	Annual Salary: Bi-Weekly Pay: Hourly Rate:	\$82,750.51 \$3,182.71 \$39.78	\$84,819.27 \$3,262.28 \$40.78	\$86,888.03 \$3,341.85 \$41.77	\$88,956.80 \$3,421.42 \$42.77	\$91,025.56 \$3,500.98 \$43.76
Assistant State's Attorney 2 Position # 30090 SA2 ASA2	Annual Salary: Bi-Weekly Pay: Hourly Rate:	\$93,094.32 \$3,580.55 \$44.76	\$95,163.08 \$3,660.12 \$45.75	\$97,231.85 \$3,739.69 \$46.75	\$99,300.61 \$3,819.25 \$47.74	\$101,369.37 \$3,898.82 \$48.74
Assistant State's Attorney 3 Position # 30065 SA3 ASA3	Annual Salary: Bi-Weekly Pay: Hourly Rate:	\$103,438.14 \$3,978.39 \$49.73	\$105,506.90 \$4,057.96 \$50.72	\$107,575.66 \$4,137.53 \$51.72	\$109,644.42 \$4,217.09 \$52.71	\$111,713.19 \$4,296.66 \$53.71
Senior Assistant State's Attorney 1 Position # 30085; Chief of District Court Position # 30091; Chief of Circuit Court SA4 SR - ASA1	Annual Salary: Bi-Weekly Pay: Hourly Rate:	\$113,781.95 \$4,376.23 \$54.70	\$115,850.71 \$4,455.80 \$55.70	\$117,919.47 \$4,535.36 \$56.69	\$119,988.24 \$4,614.93 \$57.69	\$122,057.00 \$4,694.50 \$58.68
Senior Assistant State's Attorney 2 Position # 30086 SA5 SR - ASA2	Annual Salary: Bi-Weekly Pay: Hourly Rate:	\$124,125.76 \$4,774.07 \$59.68	\$126,194.53 \$4,853.64 \$60.67	\$128,263.29 \$4,933.20 \$61.67	\$130,332.05 \$5,012.77 \$62.66	\$132,400.81 \$5,092.34 \$63.65
Senior Assistant State's Attorney 3 Position # SA6 SR - ASA3	Annual Salary: Bi-Weekly Pay: Hourly Rate:	\$134,469.58 \$5,171.91 \$64.65	\$136,538.34 \$5,251.47 \$65.64	\$138,607.10 \$5,331.04 \$66.64	\$140,675.87 \$5,410.61 \$67.63	\$142,744.63 \$5,490.18 \$68.63
Deputy State's Attorney Position # 30070 SA7	Annual Salary: Bi-Weekly Pay: Hourly Rate:	\$144,813.39 \$5,569.75 \$69.62	\$146,882.15 \$5,649.31 \$70.62	\$148,950.92 \$5,728.88 \$71.61	\$151,019.68 \$5,808.45 \$72.61	\$153,088.44 \$5,888.02 \$73.60

HOURLY PAY SCALE

St. Mary's County Salary Schedule - H 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:	\$26,000.00	\$26,624.00	\$27,393.60	\$28,038.40	\$28,641.60	\$29,328.00	\$30,035.20	\$30,659.20	\$31,304.00	\$31,948.80
	Bi-Weekly Pay:	\$1,000.00	\$1,024.00	\$1,053.60	\$1,078.40	\$1,101.60	\$1,128.00	\$1,155.20	\$1,179.20	\$1,204.00	\$1,228.80
	Hourly Rate:	\$12.50	\$12.80	\$13.17	\$13.48	\$13.77	\$14.10	\$14.44	\$14.74	\$15.05	\$15.36
2	Annual Salary:	\$28,558.40	\$29,286.40	\$30,056.00	\$30,784.00	\$31,532.80	\$32,281.60	\$32,968.00	\$33,675.20	\$34,403.20	\$35,193.60
	Bi-Weekly Pay:	\$1,098.40	\$1,126.40	\$1,156.00	\$1,184.00	\$1,212.80	\$1,241.60	\$1,268.00	\$1,295.20	\$1,323.20	\$1,353.60
	Hourly Rate:	\$13.73	\$14.08	\$14.45	\$14.80	\$15.16	\$15.52	\$15.85	\$16.19	\$16.54	\$16.92
3	Annual Salary:	\$31,428.80	\$32,136.00	\$32,988.80	\$33,779.20	\$34,548.80	\$35,401.60	\$36,192.00	\$37,003.20	\$37,814.40	\$38,646.40
	Bi-Weekly Pay:	\$1,208.80	\$1,236.00	\$1,268.80	\$1,299.20	\$1,328.80	\$1,361.60	\$1,392.00	\$1,423.20	\$1,454.40	\$1,486.40
	Hourly Rate:	\$15.11	\$15.45	\$15.86	\$16.24	\$16.61	\$17.02	\$17.40	\$17.79	\$18.18	\$18.58
4	Annual Salary:	\$34,403.20	\$35,360.00	\$36,233.60	\$37,065.60	\$38,001.60	\$38,896.00	\$39,811.20	\$40,705.60	\$41,579.20	\$42,452.80
	Bi-Weekly Pay:	\$1,323.20	\$1,360.00	\$1,393.60	\$1,425.60	\$1,461.60	\$1,496.00	\$1,531.20	\$1,565.60	\$1,599.20	\$1,632.80
	Hourly Rate:	\$16.54	\$17.00	\$17.42	\$17.82	\$18.27	\$18.70	\$19.14	\$19.57	\$19.99	\$20.41
5	Annual Salary:	\$37,065.60	\$38,168.00	\$39,228.80	\$40,248.00	\$41,288.00	\$42,411.20	\$43,430.40	\$44,470.40	\$45,572.80	\$46,654.40
	Bi-Weekly Pay:	\$1,425.60	\$1,468.00	\$1,508.80	\$1,548.00	\$1,588.00	\$1,631.20	\$1,670.40	\$1,710.40	\$1,752.80	\$1,794.40
	Hourly Rate:	\$17.82	\$18.35	\$18.86	\$19.35	\$19.85	\$20.39	\$20.88	\$21.38	\$21.91	\$22.43
6	Annual Salary:	\$41,496.00	\$42,702.40	\$43,867.20	\$45,115.20	\$46,259.20	\$47,486.40	\$48,609.60	\$49,774.40	\$51,022.40	\$52,124.80
	Bi-Weekly Pay:	\$1,596.00	\$1,642.40	\$1,687.20	\$1,735.20	\$1,779.20	\$1,826.40	\$1,869.60	\$1,914.40	\$1,962.40	\$2,004.80
	Hourly Rate:	\$19.95	\$20.53	\$21.09	\$21.69	\$22.24	\$22.83	\$23.37	\$23.93	\$24.53	\$25.06
7	Annual Salary:	\$45,552.00	\$46,904.00	\$48,360.00	\$49,774.40	\$51,188.80	\$52,665.60	\$54,100.80	\$55,473.60	\$56,908.80	\$58,323.20
	Bi-Weekly Pay:	\$1,752.00	\$1,804.00	\$1,860.00	\$1,914.40	\$1,968.80	\$2,025.60	\$2,080.80	\$2,133.60	\$2,188.80	\$2,243.20
	Hourly Rate:	\$21.90	\$22.55	\$23.25	\$23.93	\$24.61	\$25.32	\$26.01	\$26.67	\$27.36	\$28.04
8	Annual Salary:	\$50,980.80	\$52,561.60	\$54,142.40	\$55,723.20	\$57,220.80	\$58,968.00	\$60,528.00	\$62,088.00	\$63,668.80	\$65,312.00
	Bi-Weekly Pay:	\$1,960.80	\$2,021.60	\$2,082.40	\$2,143.20	\$2,200.80	\$2,268.00	\$2,328.00	\$2,388.00	\$2,448.80	\$2,512.00
	Hourly Rate:	\$24.51	\$25.27	\$26.03	\$26.79	\$27.51	\$28.35	\$29.10	\$29.85	\$30.61	\$31.40
9	Annual Salary:	\$54,808.00	\$56,888.00	\$58,947.20	\$60,881.60	\$62,899.20	\$64,875.20	\$66,913.60	\$68,952.00	\$70,928.00	\$72,945.60
	Bi-Weekly Pay:	\$2,108.00	\$2,188.00	\$2,267.20	\$2,341.60	\$2,419.20	\$2,495.20	\$2,573.60	\$2,652.00	\$2,728.00	\$2,805.60
	Hourly Rate:	\$26.35	\$27.35	\$28.34	\$29.27	\$30.24	\$31.19	\$32.17	\$33.15	\$34.10	\$35.07
10	Annual Salary:	\$63,044.80	\$65,374.40	\$67,683.20	\$69,908.80	\$72,196.80	\$74,547.20	\$76,835.20	\$79,123.20	\$81,473.60	\$83,782.40
	Bi-Weekly Pay:	\$2,424.80	\$2,514.40	\$2,603.20	\$2,688.80	\$2,776.80	\$2,867.20	\$2,955.20	\$3,043.20	\$3,133.60	\$3,222.40
	Hourly Rate:	\$30.31	\$31.43	\$32.54	\$33.61	\$34.71	\$35.84	\$36.94	\$38.04	\$39.17	\$40.28
11	Annual Salary:	\$72,363.20	\$74,984.00	\$77,667.20	\$80,392.00	\$83,054.40	\$85,696.00	\$88,358.40	\$90,979.20	\$93,620.80	\$96,283.20
	Bi-Weekly Pay:	\$2,783.20	\$2,884.00	\$2,987.20	\$3,092.00	\$3,194.40	\$3,296.00	\$3,398.40	\$3,499.20	\$3,600.80	\$3,703.20
	Hourly Rate:	\$34.79	\$36.05	\$37.34	\$38.65	\$39.93	\$41.20	\$42.48	\$43.74	\$45.01	\$46.29

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Effective July 1, 2021
2.97% increase

HOURLY PAY SCALE

St. Mary's County Salary Schedule - H 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:	\$32,635.20	\$33,321.60	\$33,966.40	\$34,569.60	\$35,339.20	\$35,963.20	\$36,608.00	\$37,273.60	\$37,960.00	\$38,792.00
	Bi-Weekly Pay:	\$1,255.20	\$1,281.60	\$1,306.40	\$1,329.60	\$1,359.20	\$1,383.20	\$1,408.00	\$1,433.60	\$1,460.00	\$1,492.00
	Hourly Rate:	\$15.69	\$16.02	\$16.33	\$16.62	\$16.99	\$17.29	\$17.60	\$17.92	\$18.25	\$18.65
2	Annual Salary:	\$35,921.60	\$36,608.00	\$37,356.80	\$38,105.60	\$38,854.40	\$39,561.60	\$40,268.80	\$41,080.00	\$41,787.20	\$42,556.80
	Bi-Weekly Pay:	\$1,381.60	\$1,408.00	\$1,436.80	\$1,465.60	\$1,494.40	\$1,521.60	\$1,548.80	\$1,580.00	\$1,607.20	\$1,636.80
	Hourly Rate:	\$17.27	\$17.60	\$17.96	\$18.32	\$18.68	\$19.02	\$19.36	\$19.75	\$20.09	\$20.46
3	Annual Salary:	\$39,416.00	\$40,206.40	\$41,080.00	\$41,828.80	\$42,681.60	\$43,430.40	\$44,220.80	\$45,115.20	\$45,822.40	\$46,758.40
	Bi-Weekly Pay:	\$1,516.00	\$1,546.40	\$1,580.00	\$1,608.80	\$1,641.60	\$1,670.40	\$1,700.80	\$1,735.20	\$1,762.40	\$1,798.40
	Hourly Rate:	\$18.95	\$19.33	\$19.75	\$20.11	\$20.52	\$20.88	\$21.26	\$21.69	\$22.03	\$22.48
4	Annual Salary:	\$43,326.40	\$44,220.80	\$45,177.60	\$45,988.80	\$46,841.60	\$47,798.40	\$48,692.80	\$49,524.80	\$50,460.80	\$51,355.20
	Bi-Weekly Pay:	\$1,666.40	\$1,700.80	\$1,737.60	\$1,768.80	\$1,801.60	\$1,838.40	\$1,872.80	\$1,904.80	\$1,940.80	\$1,975.20
	Hourly Rate:	\$20.83	\$21.26	\$21.72	\$22.11	\$22.52	\$22.98	\$23.41	\$23.81	\$24.26	\$24.69
5	Annual Salary:	\$47,673.60	\$48,755.20	\$49,774.40	\$50,918.40	\$51,937.60	\$52,956.80	\$54,059.20	\$55,182.40	\$56,160.00	\$57,137.60
	Bi-Weekly Pay:	\$1,833.60	\$1,875.20	\$1,914.40	\$1,958.40	\$1,997.60	\$2,036.80	\$2,079.20	\$2,122.40	\$2,160.00	\$2,197.60
	Hourly Rate:	\$22.92	\$23.44	\$23.93	\$24.48	\$24.97	\$25.46	\$25.99	\$26.53	\$27.00	\$27.47
6	Annual Salary:	\$53,414.40	\$54,537.60	\$55,723.20	\$56,908.80	\$58,136.00	\$59,280.00	\$60,486.40	\$61,588.80	\$62,857.60	\$63,980.80
	Bi-Weekly Pay:	\$2,054.40	\$2,097.60	\$2,143.20	\$2,188.80	\$2,236.00	\$2,280.00	\$2,326.40	\$2,368.80	\$2,417.60	\$2,460.80
	Hourly Rate:	\$25.68	\$26.22	\$26.79	\$27.36	\$27.95	\$28.50	\$29.08	\$29.61	\$30.22	\$30.76
7	Annual Salary:	\$59,737.60	\$61,214.40	\$62,649.60	\$64,001.60	\$65,499.20	\$66,913.60	\$68,307.20	\$69,742.40	\$71,177.60	\$72,488.00
	Bi-Weekly Pay:	\$2,297.60	\$2,354.40	\$2,409.60	\$2,461.60	\$2,519.20	\$2,573.60	\$2,627.20	\$2,682.40	\$2,737.60	\$2,788.00
	Hourly Rate:	\$28.72	\$29.43	\$30.12	\$30.77	\$31.49	\$32.17	\$32.84	\$33.53	\$34.22	\$34.85
8	Annual Salary:	\$66,892.80	\$68,452.80	\$70,054.40	\$71,656.00	\$73,257.60	\$74,859.20	\$76,460.80	\$78,020.80	\$79,580.80	\$81,140.80
	Bi-Weekly Pay:	\$2,572.80	\$2,632.80	\$2,694.40	\$2,756.00	\$2,817.60	\$2,879.20	\$2,940.80	\$3,000.80	\$3,060.80	\$3,120.80
	Hourly Rate:	\$32.16	\$32.91	\$33.68	\$34.45	\$35.22	\$35.99	\$36.76	\$37.51	\$38.26	\$39.01
9	Annual Salary:	\$74,900.80	\$76,897.60	\$78,894.40	\$80,912.00	\$82,950.40	\$84,947.20	\$86,985.60	\$88,961.60	\$90,979.20	\$92,892.80
	Bi-Weekly Pay:	\$2,880.80	\$2,957.60	\$3,034.40	\$3,112.00	\$3,190.40	\$3,267.20	\$3,345.60	\$3,421.60	\$3,499.20	\$3,572.80
	Hourly Rate:	\$36.01	\$36.97	\$37.93	\$38.90	\$39.88	\$40.84	\$41.82	\$42.77	\$43.74	\$44.66
10	Annual Salary:	\$86,049.60	\$88,379.20	\$90,625.60	\$92,913.60	\$95,180.80	\$97,552.00	\$99,840.00	\$102,128.00	\$104,436.80	\$106,745.60
	Bi-Weekly Pay:	\$3,309.60	\$3,399.20	\$3,485.60	\$3,573.60	\$3,660.80	\$3,752.00	\$3,840.00	\$3,928.00	\$4,016.80	\$4,105.60
	Hourly Rate:	\$41.37	\$42.49	\$43.57	\$44.67	\$45.76	\$46.90	\$48.00	\$49.10	\$50.21	\$51.32
11	Annual Salary:	\$98,924.80	\$101,628.80	\$104,270.40	\$106,870.40	\$109,553.60	\$112,174.40	\$114,816.00	\$117,436.80	\$120,161.60	\$122,657.60
	Bi-Weekly Pay:	\$3,804.80	\$3,908.80	\$4,010.40	\$4,110.40	\$4,213.60	\$4,314.40	\$4,416.00	\$4,516.80	\$4,621.60	\$4,717.60
	Hourly Rate:	\$47.56	\$48.86	\$50.13	\$51.38	\$52.67	\$53.93	\$55.20	\$56.46	\$57.77	\$58.97

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**Effective July 1, 2021
2.97% increase**

MISCELLANEOUS INFORMATION

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

ST. MARY'S COUNTY TAX RATES

TAX	BASIS	FY2021 APPROVED RATE	FY2022 APPROVED RATE
Property Tax	Per \$100 of assessed value	0.8478	0.8478
Local Income Tax	Percentage of taxable income	3.17%	3.10%
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 57.06%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$2,864	\$1,898
	1,200 to 2,399 sq. ft.	\$3,064	\$2,057
	2,400+ sq. ft.	\$3,265	\$2,214
Parks 5.42%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$264	\$180
	1,200 to 2,399 sq. ft.	\$282	\$195
	2,400+ sq. ft.	\$300	\$211
Roads 37.51%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$1,861	\$1,247
	1,200 to 2,399 sq. ft.	\$1,992	\$1,352
	2,400+ sq. ft.	\$2,121	\$1,456
Total Impact Fees 100%	Per residential dwelling size		
	0 to 1,199 sq. ft.	\$4,989	\$3,325 *
	1,200 to 2,399 sq. ft.	\$5,338	\$3,604 *
	2,400+ sq. ft.	\$5,686	\$3,881 *

* Phase-in year four, approved methodology on March 24,2020. Full fee calculated FY2022 \$2,077.

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	1.0870	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	\$0.00530 / 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	1.0414	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	6.0%	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	0.9786	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	0.8471	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%	3.10%	\$4.00	1.0%	2.0%	10.0%	\$0.75	5.0%	\$3,325 - \$3,881	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	4.0%	\$ 25,082	0.00%	5.0%
WASHINGTON	0.9480	5%	3.20%	\$3.80	0.5%	5.0%	15.0%	\$0.75	6.0%	None	0.00%	0.0%
WICOMICO	0.9346	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

St Mary's County fiscal year 2022 changes

Impact Fees - Phase in Year Four - July 1, 2021 to \$3,325 per dwelling size up to 1,199 sq. ft.; \$3,604 per size 1,200 to 2,399 sq. ft.; \$3,881 per size 2,400+ sq. ft.

Income tax reduced to 3.10% effective January 1, 2022.

IMPACT OF LOCAL TAXES

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

Average Residential Property Taxpayer

Fair Market Value			\$309,820 *
Current Property Tax Bill:	<i>Rate per \$100</i>		
County Property Tax	0.8478	***	\$2,627
Fire Tax	0.056		173
Rescue Tax	0.03		93
Emergency Services Support Tax	0.024		74
	Sub-Total		<u>\$ 2,967</u>
Solid Waste & Recycling Fee	per property		\$96.57
	Total		<u>\$ 3,064</u>

Average St. Mary's County Personal Income Tax Return

MD Adjusted Gross Income		\$93,675 **
Net Taxable Income		\$80,284 **
Net County Income Tax	3.10%	\$ 2,489

* Based on average value of homes sold in FY2020 from State Department of Assessments and Taxation

**Based on 42,708 taxable returns filed for tax year 2019

Source: Income Tax Summary Report, Tax Year 2019, State Comptroller's Office.

ST. MARY'S COUNTY TAX RATES

FISCAL YEAR	APPROVED TAX RATE	CONSTANT YIELD TAX RATE	INCOME TAX
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%
2022	.8478	.8290	3.10%

The approved property tax rate for FY2022 is \$.8478 per \$100 of assessed valuation. This is .0188 higher than the "constant yield" tax rate that is .8290, which is certified to the County by the State Department of Assessments and Taxation letter dated February 14, 2021. 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.

The approved income tax percentage is 3.10% of net taxable income as of January 1, 2022.

ST. MARY'S COUNTY

ASSESSABLE PROPERTY BASE

	FINAL FY2021	BUDGET ESTIMATE FY2022
Real Property-Full Value:		
Full Year	\$12,883,034,324	\$13,283,386,530
Half Year		56,089,470
Business Personal Property	185,000,000	170,000,000
Public Utilities	128,191,000	140,693,000
Total Assessable Base	\$13,196,225,324	\$13,650,169,000

Source: State Department of Assessments and Taxation (SDAT), Constant Yield Letter dated February 14, 2021 - for real property. The SDAT website on 3/31/2021 - for personal property and utilities. The assessment increase for FY2021 is 3.4%.

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, 2020.

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 1.70% to 2.14% in the six-year plan. The "Debt Service to Revenues" ratio ranged from 5.26% to 5.85%, 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, 2020 audit reflects an unassigned general fund balance of \$33,485,176. The County's Fund Balance Policy approved in August 2015, states we will maintain or be above 15%. As of June 30, 2020, 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 FY2022 Approved Budget includes designation of Fund Balance from the Unassigned for CIP Pay-Go in the amount of \$7,266,193 and \$3,589,285 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, 2020

The annual requirements to amortize all debt outstanding as of June 30, 2020 including interest of \$32,372,787 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>	Governmental Activities		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 8,796,440	\$ 3,806,932	\$ 12,603,372
2022	9,070,440	3,543,829	12,614,269
2023	7,470,440	3,249,089	10,719,529
2024	7,729,440	2,965,951	10,695,391
2025	6,289,440	2,706,488	8,995,928
2026-2030	28,703,873	9,922,863	38,626,736
2031-2035	24,636,869	4,809,822	29,446,691
2036-2040	20,891,073	1,367,813	22,258,886
Total	\$ 113,588,015	\$ 32,372,787	\$ 145,960,802

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

	General		Special		Total
	Obligation	State Loans	Assessment		
	Bonds		Fund		
Principal	\$ 112,484,000	\$ 542,882	\$ 561,133	\$	113,588,015
Interest	32,372,787	-	-	-	32,372,787
	\$ 144,856,787	\$ 542,882	\$ 561,133	\$	145,960,802

Note that this is a copy of page 65 from the Commissioners of St. Mary's County, MD FY2020 Audited Financial Statements

DEBT AFFORDABILITY

Debt affordability is evaluated from both a legal and a financial perspective. St Mary's County is one of several 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 2021 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 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 7/1/2021 Debt Percentage	1.70%
- General Fund Debt Service as a percent of General Fund Expenditures

St. Mary's County Debt Policy	10.00%
St. Mary's County FY2022	5.26%

Current projections indicate that based on the FY2022 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, 2021 assessed property value	\$13,594,079,530
Legal debt limit	2.15%
Borrowing limitation under the law	\$292,272,709
Outstanding debt issued as of July 1, 2021*	\$244,515,520
Debt margin as of July 1, 2021	\$47,757,189
Ratio of debt to assessed property value	1.80%

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, 2021 is estimated to be 1.80%. By comparison, the ratio as of July 1, 2020 was 1.64%. Based on the plan, and other assumptions, the ratio is estimated to range from 1.70% to 2.14% 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 FY2021 was 5.08%. Based on the capital plan, and other assumptions, the ratio is expected to be 5.26% in FY2022, and is expected to range from 4.68% to 5.85% in the 6 year plan.

*Includes the estimated debt of Metcom as of July 1, 2021 in the amount of \$109,723,966 plus the County's debt of \$134,791,554.

Debt Capacity with METCOM 2.15%

Fiscal year	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Projected Assessable Base 3-2021	12,849,448,781	13,196,225,324	13,650,169,000	13,991,423,225	14,341,208,806	14,699,739,026	15,067,232,501	15,443,913,314
% increase	1.8%	2.7%	3.4%	2.5%	2.5%	2.5%	2.5%	2.5%
Legal Debt Limit - 2.15% SB737	276,263,149	283,718,844	293,478,634	300,815,599	308,335,989	316,044,389	323,945,499	332,044,136
Potential Borrowing - County	-	30,000,000	-	40,000,000	30,000,000	30,000,000	20,000,000	25,000,000
Potential Borrowing - METCOM (Based on FY21 METCOM CIB)	-	19,536,213	4,014,891	12,756,111	8,652,047	10,256,931	6,473,114	5,546,256
<u>Calculations based on potential borrowing</u>								
Outstanding Debt - METCOM	96,709,875	109,723,966	106,902,303	112,383,637	113,579,023	116,241,552	116,317,703	108,628,696
Outstanding Debt - County	113,588,015	134,791,554	124,691,092	156,210,629	175,932,537	195,878,314	205,572,430	219,150,496
Total Debt - County & METCOM	210,297,890	244,515,520	231,593,395	268,594,266	289,511,560	312,119,866	321,890,133	327,779,192
Outstanding Debt as % of Base	1.64%	1.85%	1.70%	1.92%	2.02%	2.12%	2.14%	2.12%
Debt Margin	65,965,259	39,203,324	61,885,239	32,221,333	18,824,429	3,924,523	2,055,366	4,264,944
20 years, 3% County								
PRINCIPAL	10,063,433	8,796,461	10,100,462	8,480,463	10,278,092	10,054,223	10,305,884	11,421,934
INTEREST	3,077,441	3,806,932	4,520,741	4,844,389	5,516,092	6,024,135	6,388,262	6,240,900
Total debt service	13,140,874	12,603,393	14,621,203	13,324,852	15,794,184	16,078,358	16,694,146	17,662,834
General Fund Operating Budget - Revenues -Recurring	247,814,897	248,250,005	277,779,062	284,678,967	280,341,561	287,281,948	294,399,217	301,759,197
Percent Increase/Change	7.1%	0.2%	11.9%	2.5%	-1.5%	2.5%	2.5%	2.5%
Debt Service	13,140,874	12,603,393	14,621,203	13,324,852	15,794,184	16,078,358	16,694,146	17,662,834
Debt Service as % of Total Revenues	5.30%	5.08%	5.26%	4.68%	5.63%	5.60%	5.67%	5.85%

COMMISSIONERS OF ST. MARY'S COUNTY
Notes to the Financial Statements
June 30, 2020

7. FUND BALANCES

A summary of the nonspendable, restricted, committed, assigned and unassigned fund balances as of June 30, 2020 are as follows:

	<u>General Fund</u>	<u>Special Revenue Funds</u>		<u>Debt Service</u>	<u>Capital Projects</u>
		<u>Fire & Rescue</u>	<u>Emergency</u>	<u>Fund</u>	
		<u>Revolving</u>	<u>Support</u>	<u>Special</u>	<u>Fund</u>
				<u>Assessments</u>	
Nonspendable					
Inventory	\$ 1,304,879	\$ -	\$ -	\$ -	\$ -
Prepaid expenses	102,259				
Interfund advance (Wicomico)	594,918	-	-	-	-
Total nonspendable	<u>2,002,056</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Restricted					
Domestic Violence Programs	-	-	-	-	-
County matching funds for approved grants	301,231	-	-	-	-
Funding sources specified for capital projects					
Land preservation	-	-	-	-	1,786,581
Various capital projects - transfer tax	-	-	-	-	16,451,694
County pay-go	-	-	-	-	9,859,510
Roads- impact fees	-	-	-	-	652,768
Roads- mitigation	-	-	-	-	171,410
Parks- impact fees	-	-	-	-	418,629
Parks- mitigation	-	-	-	-	753
Schools-impact fees	-	-	-	-	8,639,565
Schools-mitigation	-	-	-	-	34,125
Total restricted	<u>301,231</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>38,015,035</u>
Committed					
Bond rating reserve	14,715,000	-	-	-	-
Rainy day fund	1,625,000	-	-	-	-
Operating Budget, non-recurring items	7,961,718				
Other, net, including grants	-	289,431	460,183	488,633	-
Total committed	<u>24,301,718</u>	<u>289,431</u>	<u>460,183</u>	<u>488,633</u>	<u>-</u>
Assigned	<u>5,593,102</u>	-	-	-	-
Unassigned	<u>33,485,176</u>	-	-	-	<u>(985,828)</u>
Total fund balances	<u>\$ 65,683,283</u>	<u>\$ 289,431</u>	<u>\$ 460,183</u>	<u>\$ 488,633</u>	<u>\$ 37,029,207</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, 2020

7. FUND BALANCES (continued)

The non-spendable fund balance includes:

Inventory - The amount of inventory at June 30, 2020, 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 FY2020, but for which the period extends beyond June 30, 2020. 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	\$4,660,597
Miscellaneous revolving fund	<u>932,505</u>
	<u>\$5,593,102</u>

When unassigned fund balance is used, it is used for one-time, non-recurring expenses. In May 2020, as part of the approval of the fiscal year 2021 budget, the Board approved to use fiscal year 2019 unassigned fund balance for operating non-recurring \$281,718 and CIP Pay-Go of \$4,680,000. Additionally, on April 21, 2020, the board approved \$3,000,000 supplemental appropriation for Covid-19 related expenses. \$22,384,581 remains unused of the fiscal year 2019 unassigned fund balance; to help avoid sudden disruption or elimination

COMMISSIONERS OF ST. MARY'S COUNTY
Notes to the Financial Statements
June 30, 2020

7. FUND BALANCES (continued)

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

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>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Revenues					
Property Taxes	\$ 113,230,333	\$ 110,200,973	\$ 109,091,603	\$ 107,137,471	\$ 105,273,048
Income Taxes	107,335,235	97,443,439	90,410,603	88,167,869	85,525,116
Other Local Taxes	9,366,413	8,927,308	8,441,786	8,231,872	7,791,980
Highway User Revenues	1,552,854	1,674,910	1,187,782	900,948	901,966
Licenses & Permits	700,176	1,547,506	1,533,482	1,654,929	1,574,154
Intergovernmental	10,948,940	6,193,223	7,105,344	9,837,258	9,859,122
Charges for Services	3,067,568	3,365,994	3,023,296	3,895,412	2,679,243
Fines & Forfeitures	17,909	223,225	376,635	289,646	212,776
Other Revenues	1,678,911	2,077,767	1,132,282	527,714	345,909
Total Revenues	<u>247,898,339</u>	<u>231,654,345</u>	<u>222,302,813</u>	<u>220,643,119</u>	<u>214,163,314</u>
Expenditures					
General Government	25,840,297	23,672,862	22,039,539	22,324,501	21,943,087
Public Safety	51,374,526	45,633,466	41,447,745	41,428,865	43,357,839
Public Works	9,507,202	10,381,218	12,730,147	9,019,174	9,288,129
Health	3,656,714	2,789,716	3,024,679	7,048,799	7,383,969
Social Services	3,975,321	4,418,434	4,278,970	4,213,410	4,356,043
Primary & Secondary Education	108,833,498	106,264,748	104,290,217	104,704,831	99,922,025
Post-Secondary Education	4,807,300	4,375,137	4,272,365	4,267,365	4,257,845
Parks, Recreation & Culture	4,067,325	4,053,440	3,879,847	3,848,472	3,855,553
Libraries	2,964,146	2,878,050	2,800,572	2,684,574	2,588,064
Conservation of Natural Resources	361,975	680,202	361,450	533,329	478,171
Housing	-	-	-	-	-
Economic Development & Opportunity	2,551,733	2,463,971	2,773,722	2,118,755	1,818,051
Debt Service	13,059,682	11,635,436	11,228,198	10,012,559	9,356,779
Other, principally OPEB	3,871,540	4,163,946	3,222,191	3,197,456	9,700,366
Total Expenditures	<u>234,871,259</u>	<u>223,410,626</u>	<u>216,349,642</u>	<u>215,402,090</u>	<u>218,305,921</u>
Excess of Revenues Over (Under) Expenditures	13,027,080	8,243,719	5,953,171	5,241,029	(4,142,607)
Other Financing Sources & Uses					
Exempt Financing Proceeds	-	-	4,757,943	-	2,917,045
Subsidy to Enterprise Fund	-	-	-	-	-
Capital Projects-General Fund PayGo	(12,989,427)	(2,774,891)	(365,518)	2,972,992	(5,790,621)
Total Other Financing & Uses	(12,989,427)	(2,774,891)	4,392,425	2,972,992	(2,873,576)
Net Increase(Decrease) in Fund Balances	37,653	5,468,828	10,345,596	8,214,021	(7,016,183)
FUND BALANCE					
Beginning of the year	65,645,630	60,176,802	49,831,206	41,617,185	48,633,368
End of Year	<u>\$ 65,683,283</u>	<u>\$ 65,645,630</u>	<u>\$ 60,176,802</u>	<u>\$ 49,831,206</u>	<u>\$ 41,617,185</u>

General Fund
Summary of Fund Balance
Fiscal Years Ended June 30

	Fiscal Year				
	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Fund Balances:					
Non-Spendable	\$ 2,002,056	\$ 2,091,715	\$ 2,232,100	\$ 2,163,987	\$ 2,182,860
Restricted	301,231	289,194	229,487	292,383	1,744,731
Committed	24,301,718	30,800,334	17,334,227	14,955,021	14,955,021
Assigned	5,593,102	2,118,088	3,879,316	2,025,064	1,207,947
Unassigned	<u>33,485,176</u>	<u>30,346,299</u>	<u>36,501,672</u>	<u>30,394,751</u>	<u>21,526,626</u>
Total Fund Balance	<u>\$ 65,683,283</u>	<u>\$ 65,645,630</u>	<u>\$ 60,176,802</u>	<u>\$ 49,831,206</u>	<u>\$ 41,617,185</u>

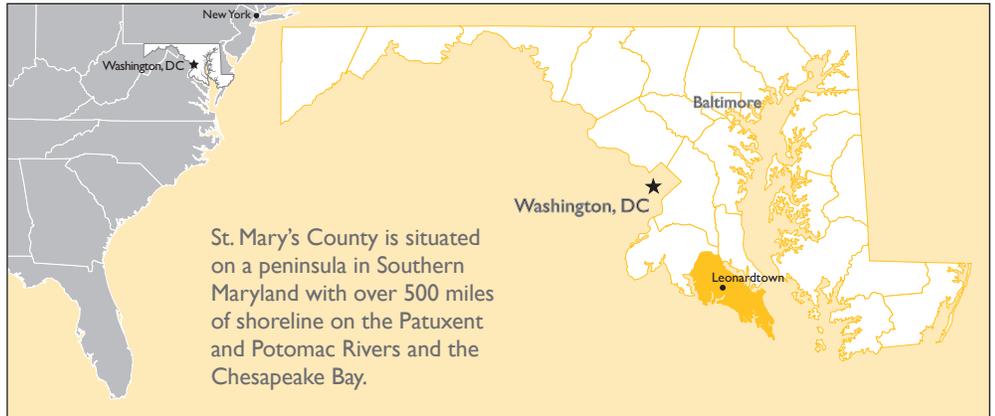
Source: St. Mary's County Department of Finance.

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.)	County	Labor Mkt. 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)	Number	Percent
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
2-year institution		
College of Southern Maryland*	6,882	1,262
4-year institution		
St. Mary's College of Maryland	1,603	372

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.

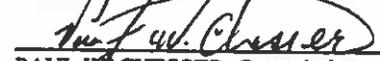
DATE OF ADOPTION: August 22, 1995

EFFECTIVE DATE: September 1, 1995

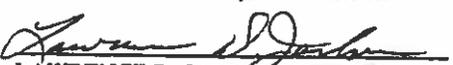
BOARD OF COUNTY COMMISSIONERS
OF ST MARY'S COUNTY, MARYLAND


BARBARA R. THOMPSON, President


D. CHRISTIAN BRUGMAN, Commissioner

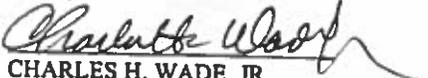

PAUL W. CHESSER, Commissioner


FRANCES P. EAGAN, Commissioner


LAWRENCE D. JARBOE, Commissioner

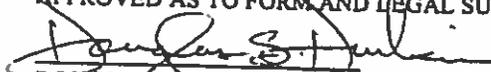
ATTEST:


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 of 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.

BOOK 0009 .JUL 0535

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

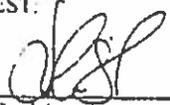
Those voting nay: 0

Those abstaining or absent: 0

Approval Date: 9/29/09

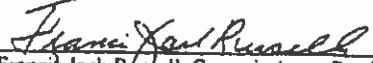
Effective Date: 9/29/09

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

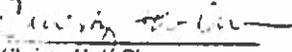


Thomas A. Mattingly, Sr., Commissioner



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

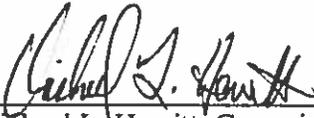
ATTEST:

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

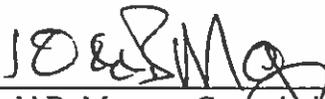
Approved as to form and legal
sufficiency:



Tom Jarboe, Commissioner



George R. Sparling
County Attorney



Todd B. Morgan, Commissioner



John E. O'Connor, Commissioner

HEAR 0029 FOLIO 06

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 2022

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 30, 2021, a public hearing was held on April 27, pursuant to a notice of a public hearing published in *The County Times*, a newspaper of general circulation in St. Mary's County, on April 8, 2021, and April 15, 2021 and *The Southern Maryland News*, a newspaper of general circulation in St. Mary's County, on April 16, 2021, and April 23, 2021; 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

SEP 0 0 29 PM 10 7

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 2022

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 fourteen Hundredths percent (.14) 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

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

REC 0029 FOLIO 108

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 2022

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 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

HER 0029 FOLW 109

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 2022

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, 2021, 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

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, 2021, 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

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 2022

SEP 29 10 10 AM '21

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 six cents (\$0.06) on every \$100.00 of assessed valuation of all personal property, effective July 1, 2021.

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 2022, 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

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 fourteen hundredths percent (.14) 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 one-tenth percent, (3.10%), of an individual's Maryland taxable income, effective January 1, 2022.

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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 2022

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 2022 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.
Natural 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 2022:

SouthHampton Lighting	\$19.76 per lot.
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

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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 2022

Section 7. Environmental and Solid Waste Fee

The Environmental Service Fee as of July 1, 2021 is \$96.57.

Section 8. Development Impact Fee

Development Impact fee for Fiscal Year 2022 is set at \$2,077 full fee to be phased in over five years. Fourth year of phase-in by dwelling is: 0 to 1,199 sq. ft. \$3,325; 1,200 to 2,399 sq. ft. \$3,604; and 2,400+ square feet \$3,881.

Those voting aye: 5
Those voting nay: 0
Those abstaining or absent: 0

Adoption Date: May 25, 2021

Effective Date of Ordinance:	July 1, 2021
Effective Date of Emergency Service Tax Rates:	July 1, 2021
Effective Date of Property Tax & Service Charge:	July 1, 2021
Effective Date of Income Tax Rate:	January 1, 2022
Effective Date of Energy and Fuel Tax Rate:	July 1, 2021
Effective Date of Special District Tax Rate:	July 1, 2021
Effective Date of Environmental Service Fee:	July 1, 2021
Effective Date of Impact Fee	July 1, 2021

REQUESTED BY: FINANCE DEPARTMENT

ORDINANCE No. 2021 - _____

0029 FOLIO 113

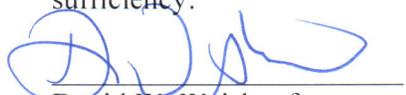
SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2022

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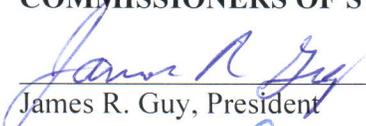
ATTEST:


Dr. Rebecca B. Bridgett
County Administrator

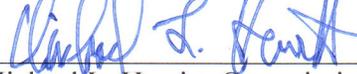
Approved as to form and legal sufficiency:


David W. Weiskopf
County Attorney

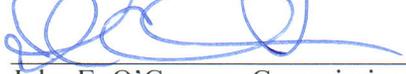
COMMISSIONERS OF ST. MARY'S COUNTY


James R. Guy, President


Eric Colvin, Commissioner


Michael L. Hewitt, Commissioner


Todd B. Morgan, Commissioner


John E. O'Connor, Commissioner

000029 FOLIO 15

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 30, 2021, a public hearing was held on April 27, pursuant to a separate notice of each public hearing published in *The County Times*, a newspaper of general circulation in St. Mary's County, on April 8, 2021, and April 15, 2021 and *The Southern Maryland News*, a newspaper of general circulation in St. Mary's County, on April 16, 2021, and April 23, 2021.

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of St. Mary's County, that the operating budget for fiscal year 2022 (FY2022) is hereby adopted as set forth in the St. Mary's County Approved Budget for Fiscal Year 2022, 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, 2021 (FY2022) as follows:

SECTION 1. OPERATING APPROPRIATIONS

County Departments

County Commissioners/County Administrator	\$1,197,144
Aging & Human Services	5,580,016
County Attorney	1,089,268
Department of Economic Development	2,003,037
Department of Finance	2,083,001
Department of Information Technology	4,639,929
Department of Human Resources	1,981,357
Department of Land Use and Growth Management	2,938,658
Department of Public Works & Transportation	21,897,823
Department of Recreation and Parks	5,058,922
Department of Emergency Services	<u>19,659,565</u>
 Total County Departments	 <u>\$68,128,720</u>

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Elected Officials

Circuit Court	\$1,998,907
Orphan's Court	60,611
Office of the Sheriff	55,504,302
Office of the State's Attorney	4,892,567
County Treasurer	<u>548,185</u>
Total Elected Officials	<u>\$63,004,572</u>

State Agencies and Independent Boards

Department of Health	\$2,874,826
Department of Agriculture	91,000
Department of Social Services	483,853
Alcohol Beverages Board	439,602
Board of Elections	1,667,401
University of Maryland Extension Service	270,802
Ethics Commission	833
Forest Conservation Board	2,500
Soil Conservation District	103,423
Resource Conservation & Development	15,300
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	114,540,490
College of Southern Maryland	4,606,956
Board of Library Trustees	<u>3,078,259</u>
Total State Agencies and Independent Boards	<u>\$128,952,425</u>

Other Government Budget Costs

Appropriation Reserve	\$1,500,000
Leonardtown Tax Rebate	44,461
Employer Contributions -Retiree Health Benefits	3,900,000
Employer Contributions - Unemployment	25,000
Bank Fees	25,000
Debt Service	<u>14,918,169</u>
Total Other Government Budget Costs	<u>\$20,412,630</u>

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Transfers & Reserves

Reserve – CIP Pay-Go	\$7,266,193
Reserve - Bond Rating	400,000
Reserve – Emergency	<u>500,000</u>
Total Transfers & Reserves	<u>\$8,166,193</u>

TOTAL GENERAL FUND \$288,664,540

Enterprise and Special Revenue Funds

Recreation and Parks Activities Fund	\$4,239,311
Wicomico Shores Golf Fund	1,459,638
Solid Waste & Recycling	6,566,169
Miscellaneous Revolving Fund	621,957
Special Assessment Fund	48,694
Emergency Services Support Fund	7,188,225
Emergency Services Billing Fund	<u>3,034,656</u>

TOTAL ENTERPRISE & SPECIAL REVENUE FUNDS \$23,158,650

SECTION 2. CAPITAL IMPROVEMENTS FUND APPROPRIATIONS

Public Facilities

Adult Detention Center Upgrades, Housing & Medical Units	\$3,593,355
Airport Improvements	8,385,000
Building Maintenance & Repairs – Critical	443,000
Building Maintenance & Repairs - Programmatic	425,000
North County Farmers Market	87,500
Parking & Site Improvements	60,000
Radio System Upgrades	350,000
Regional Meat Processing (RAC)	<u>1,714,166</u>

Total Public Facilities \$15,058,021

0029 FUND 118

Highways	County Bridge Replacement & Repair	\$415,000
	Culvert Replacement & Repair	545,000
	FDR Boulevard Extended (MD 4 to Pegg Rd)	1,530,000
	Neighborhood Drainage Improvements	620,000
	Retrofit Sidewalk Program	1,347,500
	Roadway Safety Improvements	4,225,000
	Side-Path or Bikeways	160,000
	South Hampton Neighborhood Revitalization	90,000
	Street Lighting & Streetscape Improvements	60,000
	Water Quality & Nutrient Removal	<u>450,000</u>
	Total Highways	<u>\$9,442,500</u>
Marine	Piney Point Lighthouse Museum Shore Erosion	\$735,000
	Piney Point Road Shore Erosion	342,000
	St. Patrick Creek Maintenance Dredge	<u>800,000</u>
	Total Marine	<u>\$1,877,000</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	Park Land and Facility Acquisition	\$246,431
	Recreation Facility & Park Improvements	940,000
	Recreation/Community Center	450,000
	Snow Hill Park	3,000,000
	Sports Complex	150,000
	St. Clement's Island Museum Renovations	<u>770,000</u>
Total Recreation and Parks	<u>\$5,556,431</u>	

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Public Schools	Aging School Program	\$57,000
	Building Infrastructure – Critical	1,024,000
	Building Infrastructure – Programmatic	1,536,000
	Dynard ES Roof, HVAC & Emergency Power	1,262,000
	High School Turf Fields	2,500,000
	Lettie Marshall Dent ES Addition, HVAC, Electric	400,000
	Mechanicsville Elementary School Modernization	7,910,000
	Piney Point ES HVAC Systemic Renovation	40,000
	Relocatables for Various Sites	385,000
	Safety & Security Projects	3,000,000
	Town Creek ES HVAC Systemic Renovation	<u>319,000</u>
	Total Public Schools	<u>\$18,433,000</u>

TOTAL CAPITAL IMPROVEMENTS FUND \$57,900,285

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, 2023; June 30, 2024; June 30, 2025; June 30, 2026 and June 30, 2027; is hereby adopted as set forth in the St. Mary's County Approved Budget for Fiscal Year 2022, a copy of which is incorporated herein by reference, by the Commissioners of St. Mary's County.

Those voting Aye: 3

Those voting Nay: 2

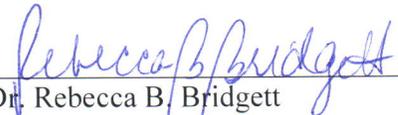
Those Abstaining: 0

Adoption Date: May 25, 2021
 Effective Date: July 1, 2021

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ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY



Dr. Rebecca B. Bridgett
County Administrator

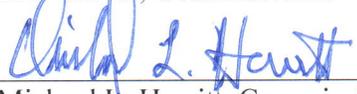


James R. Guy, President

— NO —

Eric Colvin, Commissioner

Approved as to form and legal
sufficiency:



Michael D. Hewitt, Commissioner



David W. Weiskopf
County Attorney



Todd B. Morgan, Commissioner

— NO —

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

LIBER0027 FILED057

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

LUGM 0027 FOLD 058

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

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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.

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FY2022 FEES AND CHARGES

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GENERAL FUND REVENUES:

DEPARTMENT OF AGING AND HUMAN SERVICES

Senior Center Room Rental Rates

Garvey & Northern Senior Activity Centers

Garvey & Northern Rates

Security Deposit	\$	300.00
Dining/Great Room 1 & 2 (100 Banquet Style)		\$300/3 Hours
Dining Room 2 (25 Banquet Style)	\$	150.00
Activity Room 1 (20 Classroom Style)	\$	150.00
Activity Room 2 (24 Classroom Style)	\$	150.00
Northern Social Room (40 people)	\$	150.00
Northern Great Room - Less than 50 people/4 hr max	\$	150.00
Art Studio (18 Classroom Style)	\$	150.00
Kitchen		Not Available
Required On-Site Building Attendant (Open/Close/Lock-up)		\$15/Hour
Courtesy Station (Lobby, bathrooms, parking lot)		\$50/Hour
Property and Grounds (with/without electric)		\$25/hour

Security Deposit is due at the time of reservation and is refundable (held and returned post-event) based on the condition of the space after the rental. 501c3 rental fees are 50% less; however, must pay the full cost of on-site building attendant. Rentals are available for after-hour times only. Kitchen not available.

(All terms are included in contracts and documents emailed to licensee.) Rental fees are for a 3-hour minimal rental time (includes set up and break down time). Rental needs exceeding 3-hour period will be charged an hourly rate for the room above 3 hours (pro-rated).

EMERGENCY SERVICES

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

Emergency Services Billing Fees

Emergency Services Billing		
Transport Fee Schedule		
Paramedic Ambulance Transport Fee	\$	650.00
Basic Life Support Transport	\$	425.00
Paramedic Ambulance - Emergent Transport Fee		
Higher level of Critical Care Provided	\$	700.00
Ground Mileage	\$	15.00

All fees / charges are subject to change through-out the Fiscal Year.

FY2022 FEES AND CHARGES

Approved Fiscal Year
July1, 2021 - June 30, 2022

GENERAL FUND REVENUES:			
EMERGENCY SERVICES continued:			
	Medicare Transport Fees	Cost	Amount Due from Patient 20%
	Paramedic Ambulance Transport Fee	\$ 650.00	\$ 130.00
	Basic Life Support Transport	\$ 425.00	\$ 85.00
	Paramedic Ambulance - Emergent Transport Fee		
	Higher level of Critical Care Provided	\$ 700.00	\$ 140.00
	Ground Mileage	\$ 15.00	\$ 3.00
<p>Established 2021 with initial revenue from CARES funding. Proposed start date of May 1, 2021 County Rescue Squads rate increase and funding will reimburse the County for paid coverage. Approved MOA's allow County government to conduct EMS transport service billing on their behalf</p>			
LAND USE & GROWTH MANAGEMENT			
<u>Administrative Division</u>			Actual cost
	Advertising Fees		
<u>Comprehensive Planning Division</u>			
	LUGM Environmental Permit Review	\$ 30.00	
	LUGM Impervious Surface		\$1.20 per square foot
<u>Development Services Division</u>			
	Minor Subdivision		
	1 - 7 Lots > Technical Evaluation Committee (TEC)	\$ 600.00	
	& Review fee per lot	\$ 60.00	
	Major Subdivision		\$1,500 + \$70 per lot
	Major Site Plan	\$ 1,100.00	
	Minor Site Plan under 144	\$ 125.00	
	Fee for over 500 square feet	\$ 250.00	
<u>Development Services Division</u>			
	Boundary Line Adjust Plat	\$ 80.00	
		\$60 plus recording costs	
	Confirmatory Plats	\$ 80.00	
		\$60 plus recording costs	
	Plat Exempt by Deed/Plat	\$ 80.00	
		\$60 plus recording costs	
	Re-Review of Submissions	\$25 each	
	Review of Recording Doc/P	\$ 70.00	
		\$60 plus recording costs	
	Concept Site Plan Review	\$760 each + \$20 application fee	
	PUD Application	\$ 10,000.00	
	LUGM Farmsteads Sub 15+	No cost	
	& Review fee per lot	No cost	
<u>Board of Appeals</u>			
	LUGM BOA Conditional Use	\$ 750.00	
	LUGM BOA Exp NonConform	\$ 670.00	
	LUGM BOA Variance of Zoning	\$ 500.00	
<u>Permits Services Division</u>			
	Zoning Permit	\$ 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	

All fees / charges are subject to change through-out the Fiscal Year.

FY2022 FEES AND CHARGES

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GENERAL FUND REVENUES:

LAND USE & GROWTH MANAGEMENT continued:

Building Permits	Regular Cost (Individual items, i.e. swimming pool, piers, pumps, etc. costs listed when inquiring)	\$0.16 cents per square footage
<u>Inspections & Compliance Division</u>		
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
<u>Board of Electrical Exam</u>		
Electrical Exam	Per License	\$ 150.00
LUGM Homeowner Elec Exam	Each Exam	\$ 25.00
<u>Zoning Administration</u>		
LUGM Zoning/Text Amendment		\$3,000 each
LUGM Admin Variances	Application	\$ 500.00
<u>Engineering Services Division</u>		
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
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 -

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FY2022 FEES AND CHARGES

Approved Fiscal Year
July1, 2021 - June 30, 2022

GENERAL FUND REVENUES:		
PUBLIC WORKS & TRANSPORTATION:		
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
<u>Airport</u>		
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

All fees / charges are subject to change through-out the Fiscal Year.

FY2022 FEES AND CHARGES

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July1, 2021 - June 30, 2022

GENERAL FUND REVENUES:		
PUBLIC WORKS & TRANSPORTATION continued:		
<u>Vehicle Maintenance / Transportation</u>		
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. /	\$ 0.50
	Children - all ages / Medicare Card Holder - One Way	
	Seniors / Persons with Disabilities/Students with I.D. /	\$ 0.25
	Children - all ages / Medicare Card Holder - Transfer	
	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
SOLID WASTE AND RECYCLING FUND REVENUES:		
Property Taxes - Environmental & Solid Waste Service Fee	Annual Environmental Surcharge	\$ 96.57
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)

All fees / charges are subject to change through-out the Fiscal Year.

FY2022 FEES AND CHARGES

Approved Fiscal Year
July1, 2021 - June 30, 2022

MISCELLANEOUS REVOLVING FUNDS REVENUES continued:

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 Bond for Critical Area compliance	\$1.50 per sq. ft. \$1.50 per sq. ft. of req planting
Forest Cons. Fee-in-Lieu	Fee in lieu of planting in Forest Conservation Fee in lieu of planting in Forest Conservation Bond amount for Forest Conservation compliance	\$.30 per sq. ft. of area in PFA \$.36 per sq. ft. of area outside PFA Cost of afforestation and/or reforestation
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:

<u>Golf Course</u>		
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

All fees / charges are subject to change through-out the Fiscal Year.

FY2022 FEES AND CHARGES

Approved Fiscal Year
July1, 2021 - June 30, 2022

RECREATION & PARKS - WICOMICO SHORES:

Golf Course Continued:

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

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

All fees / charges are subject to change through-out the Fiscal Year.

FY2022 FEES AND CHARGES

Approved Fiscal Year
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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	Leonardtown	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			
		Drop in Care per session (AM or PM)	\$	20.00
		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

Leisure / Special Programs

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

Special Facilities

Nicolet Skate Park	Daily Entrance Fee	no cost
	Season Pass (County)	no cost
	Season Pass (Non-County)	no cost

Amusement Park Tickets

		Res.		Non-Res.	
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				

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FY2022 FEES AND CHARGES

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RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
Amusement Park Tickets continued:			
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>			
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	\$	45.00	\$ 50.00
add'l participant	\$	20.00	\$ 25.00
Father Son Event	\$	45.00	\$ 50.00
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	\$	10.00	\$ 15.00

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FY2022 FEES AND CHARGES

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RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
<u>SCHOOL AGE CARE AND CAMPS continued:</u>			
Hollywood Rec Center (Family Programs)			
Family Event	\$	15.00	\$ 20.00
add'l participant	\$	15.00	\$ 20.00
Birthday Parties	\$	175.00	\$ 185.00
add'l participant	\$	10.00	\$ 15.00
add'l pizza	\$	15.00	\$ 20.00
soda	\$	3.00	\$ 8.00
cookie	\$	8.00	\$ 13.00
Rec-tivity Bag	\$	10.00	\$ 15.00
Christmas Event-Tiny Elves	\$	25.00	\$ 30.00
add'l participant	\$	5.00	\$ 10.00
Christmas Event-Santa's Workshop	\$	30.00	\$ 35.00
Summer Camps			
Camp Registration Fee (per child)	\$	25.00	\$ 30.00
Specialized Themed Camps	\$	160.00	\$ 165.00
STEM Themed Camps	\$	220.00	\$ 225.00
Teens	\$	240.00	\$ 250.00
Counselors in Training	\$	390.00	\$ 400.00
Field Trip Camps	\$	190.00	\$ 195.00
Tiny Tots	\$	85.00	\$ 90.00
Extended Care (AM or PM)	\$	25.00	\$ 30.00
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			
<u>Sports Programs</u>			
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	

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FY2022 FEES AND CHARGES

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RECREATION & PARKS ENTERPRISE FUNDS continued:			Res.	Non-Res.
<u>Sports Programs continued:</u>				
St. Mary's County Gymnastics Center				
	Whole Gym			
	Member - 24 children	\$	225.00	
	Non-Member - 24 children	\$	250.00	
	Additional children (each)- up to 8 additional	\$	5.00	
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
	Cheerleaders	\$	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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FY2022 FEES AND CHARGES

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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 Frame	\$ 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

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FY2022 FEES AND CHARGES

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RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
<u>Sports Programs continued:</u>			
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	\$	7.00	\$ 7.00
Turf Spring / Fall Rate (4/1 - 11/30)			
Full Field (Per Hour)	\$	80.00	\$ 100.00
One-Half Field (Per Hour)	\$	50.00	\$ 60.00
Turf Winter Rate (12/1 - 3/31) - Peak			
Full Field (Per Hour)	\$	140.00	\$ 160.00
One-Half Field (Per Hour)	\$	70.00	\$ 80.00
Turf Winter Rate (12/1 - 3/31) - Non-Peak			
Full Field (Per Hour)	\$	90.00	\$ 110.00
One-Half Field (Per Hour)	\$	50.00	\$ 60.00
Clinics (Turf Field) - Misc Use			
Up to 8 People (Per Hour)	\$	30.00	\$ 50.00
9-20 People (Per Hour)	\$	50.00	\$ 70.00
Over 20 People (Per Hour)	\$	80.00	\$ 100.00
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)	\$	25.00	\$ 30.00

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FY2022 FEES AND CHARGES

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RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
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

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FY2022 FEES AND CHARGES

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RECREATION & PARKS ENTERPRISE FUNDS 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
	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	\$ 1,100.00	\$ 1,200.00
	MENS BASKETBALL - Over 35	\$ 1,100.00	\$ 1,200.00
Women's Basketball	Team League	\$ 1,200.00	\$ 1,300.00
Adult Volleyball	ADULT VOLLEYBALL (with refs)	\$ 525.00	\$ 625.00
	ADULT VOLLEYBALL (without refs)	\$ 425.00	\$ 525.00

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FY2022 FEES AND CHARGES

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RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.		Non-Res.
Leonard Hall Recreation Center (Programs)				
Sports Camps				
	BASEBALL CAMP	\$	115.00	\$ 120.00
	BASEBALL HITTING CAMP	\$	75.00	\$ 80.00
	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	\$	85.00	\$ 90.00
	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.