



# FISCAL YEAR 2024

COMMISSIONERS OF ST. MARY'S COUNTY  
APPROVED BUDGET BOOK



ST. MARY'S COUNTY, MARYLAND

APPROVED REVENUES AND APPROPRIATIONS  
OPERATING AND CAPITAL BUDGETS

FISCAL YEAR 2024

COMMISSIONERS OF ST. MARY'S COUNTY



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# St. Mary's County Government

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## Equal Opportunity

### *Mission Statement*

*St. Mary's County Government will deliver high quality public services, foster opportunities for residents and businesses, and work to preserve the county's natural environment, rich heritage, and rural character.*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

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

For the Fiscal Year Beginning  
July 1, 2022

*Christopher P. Morrill*

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.

# VISION

St. Mary's County will be a vibrant and friendly place to live, learn, work, and play; where neighbors support neighbors and the community embraces future growth while preserving the county's rural character.



# MISSION

St. Mary's County Government (SMCG) will deliver high quality public services, foster opportunities for residents and businesses, and work to preserve the county's natural environment, rich heritage, and rural character.

# VALUES

Transparency | Accountability | Exemplary Customer Service | Civility

# GOALS



## DELIVER HIGH QUALITY SERVICES

- Robust capital improvement
- Infrastructure investments
- Data driven priorities
- Enhanced partner and community engagement
- Support programs and services for youth, families, and older adults
- Prioritize public safety
- Maintain balanced budget
- Promote technological enhancements



## FOSTER LOCAL OPPORTUNITIES

- Support economic development
- Achieve excellence in public education
- Support higher education opportunities
- Foster entrepreneurial initiatives
- Leverage community priorities
- Maintain low taxes
- Support public partners



## PRESERVE RURAL CHARACTER

- Follow the Comprehensive Land Use & Land Preservation Plans
- Lead local conservation and preservation efforts
- Preserve historical county assets
- Promote county heritage
- Protect the agricultural and aquacultural lifestyle



## SUPPORT & ENGAGE EMPLOYEES

- Provide competent Human Resources management
- Improve employee engagement & communications
- Prioritize employee training and leadership development
- Promote and advance employee benefits



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ST. MARY'S COUNTY

APPROVED OPERATING AND CAPITAL BUDGETS

FOR FISCAL YEAR 2023-2024

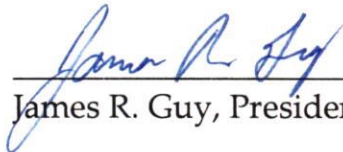
The Approved Budget for St. Mary's County for Fiscal Year beginning July 1, 2023 and ending June 30, 2024, as represented by the detailed and fully itemized statement contained within the "Approved Budget Document", is this date, May 23, 2023 approved by the Commissioners of St. Mary's County.

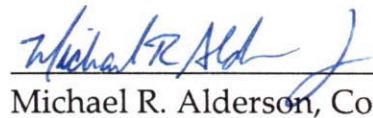
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May 23, 2023

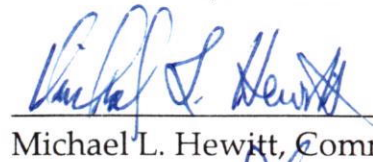
BY ORDER OF  
THE COMMISSIONERS  
OF  
ST. MARY'S COUNTY



  
James R. Guy, President

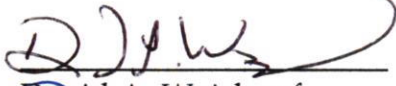
  
Michael R. Alderson, Commissioner

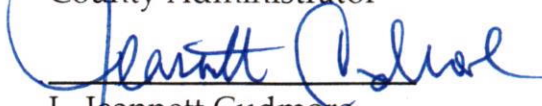
  
Eric S. Colvin, Commissioner

  
Michael L. Hewitt, Commissioner

  
Scott R. Ostrow, Commissioner

ATTEST:

  
David A. Weiskopf  
County Administrator

  
L. Jeannett Cudmore  
Chief Financial Officer

# FY2024 APPROVED BUDGET MESSAGE

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

The Commissioners of St. Mary's County ratified this FY2024 Approved Budget on May 23, 2023. It is based on recurring revenues of \$304,196,923 and the use of fund balance of \$14,000,000 resulting in a combined decrease of \$6,632,896 or (2.0%) compared to FY2023. This reduction reflects the removal of grant funding, primarily from American Rescue Plan Act received in FY2022 and FY2023 and the reduced amount of unassigned fund balance. Allocation to the Board of Education increases their recurring funding by \$5,845,000. Funding for the Sheriff's Office is increased by approximately \$3 million over the FY2023 approved. The capital improvement program (CIP) budget includes funding for Roadway & Safety Improvements, Land Conservation, Piney Point Lighthouse Museum Shore Erosion, Sheriff's Headquarters Facility, Child Care Facility, Recreation Facility & Park Improvements, Shannon Farm Property, and \$30.7 million in public school projects - for a total of \$75.2 million.

### **REVENUE RATES**

The County's Property tax rate remains the same as the prior fiscal year at .8478 which is .0275 higher than the Constant Yield Tax (CYT) rate of \$.8203. Assessments from the State grew by 5.5% compared to final assessments for FY2023, reflecting continued growth. The Property Tax Revenue increase is \$6.6 million or 5.4%, over the FY2023 Approved Budget. The senior tax credit programs collectively reduce property taxes by an estimated \$885,000. County's property tax rate continues to be one of the lowest in the State along with the Homestead percentage of 3%.

The County's Income tax rate remains the same at 3.00% of net taxable income, which was effective as of January 1, 2023. Revenue is expected to increase \$8.8 million over the FY2023 Approved Budget. Tax year growth averages 5.75% over the six latest tax years 2016 – 2021. This Approved Budget is using a 5.25% growth projection.

Revenues, excluding grants and the use of fund balance, are estimated to increase by approximately \$17.5 million over FY2023. From total budget perspective considering revenue growth and the use of fund balance, future budgets are projected to grow between 3% and 4%. As we made decisions about this budget, we considered the long term and recurring impact of any changes proposed, including the review of a multi-year operating plan through FY2028. CIP Operating Impacts continue to be reviewed closely as an additional \$492,045 costs related to new facilities/projects will be needed.

### **ALLOCATIONS REFLECT COMMUNITY PRIORITIES**

The County's recurring funding for the Sheriff's Office increased by 4.1% for non-grant activities. Funding increases primarily reflect the addition of 8 positions, promotional ranks and 6% market adjustment to SWORN-LAW scale. The CIP continues funding for the Sheriff's Headquarters Facility with \$9,507,200 in FY2024 in the total project of \$39.1 million with final funding in FY2026.

The Circuit Court, Treasurer, and the State's Attorney's Office each received one position.

With the increased enrollment of approximately 139 students, the Approved Budget for the Board of Education's recurring funding is increasing by 4.8%, and an additional non-recurring \$700,000 was provided for elementary school vestibules bringing total county funding to \$128,069,907. The County funds the Board of Education over and above the State required local funding. Funding for the BOE represents approximately 44% of the County's non-grant and non-recurring revenue.

Recurring funding for County department-based activities and programs, excluding grants, increased by \$3.4 million, 6%. Funding for County employees includes a 4.5% Cola starting on April 1, 2023, and a 2.3% mid-year Cola to meet minimum wage mandate. Fee related changes are included for Aging & Human Services – Senior Center Room Rental Rates, Emergency Services – Rescue Billing Transport Fees, and Recreation & Parks – Wicomico Golf and Recreation Activity Fees.

33.25 positions were added to County Departments and includes the 18 positions in the Emergency Service Billing Fund to respond to Emergency Rescue calls in the County.

### **MAINTAINING ADEQUATE RESERVES**

The June 30, 2022, audit reflects an unassigned general fund balance of \$36.8 million. The ratio of County reserves to Revenue percentage is 20%. This budget includes the use of \$14 million of unassigned general fund balance for Non-Recurring Operating in the general fund and pay-go funding to CIP, Emergency Service Support, and Emergency Services Billing 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 will be funded from the Retiree Benefit Trust for FY2024, based on funding level above 100%. The County Net OPEB Asset on June 30, 2022, was \$2.29 million, funded at 102.07%. Net position of the trust was \$112.9 million. Funding from the Trust will be reviewed annually.

Debt Service increased by \$2,273,614 – includes the principal and interest of the \$30 million sold in FY2023 and half of the interest for upcoming sale in FY2024.

Debt Capacity is analyzed during the Capital Improvement Process using two ratios: 1) The Debt to Assessed Value, below our Legal Debt Limit of 3.15%, of which 40% of the percentage is allocated to METCOM – 1.26% and 2) Debt Service expense to Operating Revenues below 10%. In the six-year plan, The County’s Debt to Assessed Value ratio ranges from 1.11% to 1.43%. The Debt Service expense to Operating Revenues ratio ranges from 5.10% to 6.60%.

Approved Excise Tax beginning on July 1, 2023, will provide approximately \$3.8 million annually to fund CIP – dedicated to Public Schools, Roads, Parks, and Public Safety project types for residential and non-residential.

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

This Approved Budget is our proposed fiscal plan for FY2024. We reviewed each budget request carefully and applied resources based on the needs and priorities of this community.

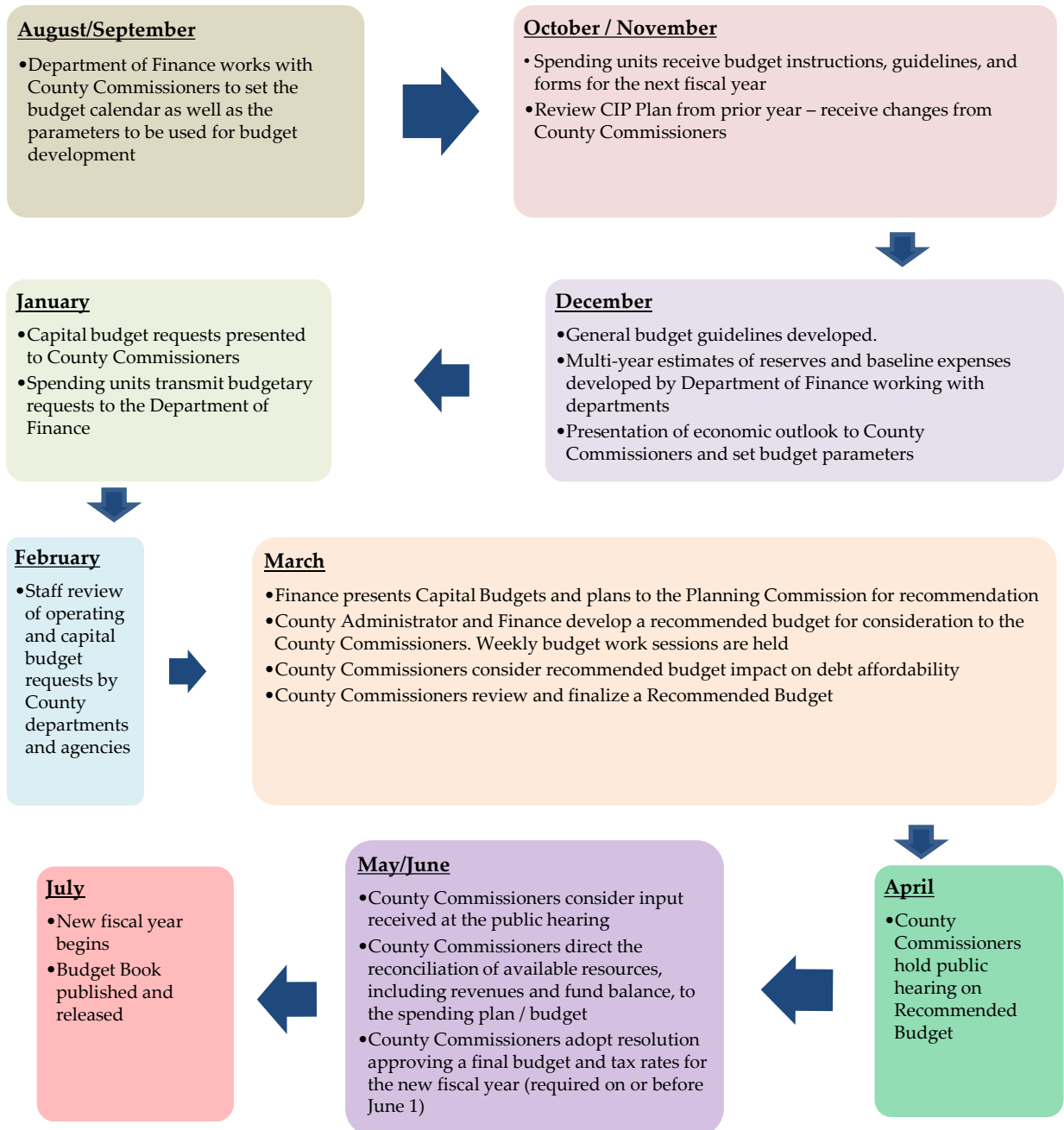
A stable financial position does not start or end with a budget. It takes ongoing focus and commitment. Through the efforts of our dedicated staff, we continually explore ways to streamline efforts, save costs, leverage technology, and collaborate with partners, to meet the needs and expectations of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

This Approved Budget includes something for everyone and will benefit the citizens of the County.

**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 FY2022 expenditures, the approved FY2023, and the requested and approved FY2024 budgets. It also includes a description of the spending unit's programs and responsibilities, and highlights of the budget for FY2024. 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 FY2025 – FY2028. 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 FY2024 Capital Budget and Five-Year Capital Program (FY2025 to FY2029). 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 2024 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p><b>Operating Budget</b>                  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>
---	---

Name of Spending Unit →

Refer to mission on page II →

## COUNTY COMMISSIONERS / ADMINISTRATOR

### MISSION

St. Mary's County Government (SMCG) will deliver high quality public services, foster opportunities for residents and businesses, and work to preserve the county's natural environment, rich heritage, and rural character.

### DESCRIPTION

The Commissioners of St. Mary's County (CSMC) establish all SMCG policies, enact ordinances which have the force and effect of law, review and approve annual budgets and work plans for all departments and agencies receiving county funds, conduct public hearings, and make decisions on land use matters involving zoning, and water and sewer categories. The CSMC 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 Commissioners' Office serves as a contact point for residents 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 CSMC meetings and the individual Commissioners. The Commissioners' Office maintains the CSMC meeting records, resolutions and ordinances, correspondence, administrative files, and 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 2024 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p><b>Operating Budget</b> 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

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### DESCRIPTION (continued)

The Public Information Office (PIO) oversees communications and public relations on behalf of St. Mary's County Government and the CSMC. PIO is responsible for the timely and accurate distribution of public information, through news releases and media engagement, the SMCG website ([stmaryscountymd.gov](http://stmaryscountymd.gov)), social media platforms (Facebook, Twitter, YouTube, LinkedIn, and Flickr) and more! The office also manages the county's public access cable station, SMCG TV 95. The Public Information Office plans and provides staff support for CSMC 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. Additionally, PIO plays a central role in the dissemination of information and ensuring coordinated communications in emergency situations.

### GOALS

- Deliver High Quality Services
- Foster opportunities for residents and businesses
- Preserve the county's natural environment, rich heritage, and rural character
- Support and engage St. Mary's County Government employees

### OBJECTIVES

- Provide timely and accurate information to citizens while adhering to rigorous ethical and professional standards. The County Administrators Office and PIO serve as a conduit for information and ensure that public meetings and documents are accessible and distributed according to all applicable laws, regulations, and codes. Execute comprehensive communications strategies to promote county programs and services that advance the SMCG mission.
- Anticipate and respond to the local and organizational needs to maximize community engagement and understanding of SMCG programs and services. County switchboards are maintained in the County Administrators Office, and calls are answered promptly. The St. Mary's County website provides a direct link for community members to submit inquiries or requests for program information directly to departments. County policy is that phone messages and queries receive an initial response within 24 business hours.
- 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 farmers' markets and protecting our coastline and waterways.

# FISCAL YEAR 2024 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p><b>Operating Budget</b> 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)

- 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 commissions will be key partners in the decision-making process.

### OPERATING BUDGET

County Commissioners / County Administrator	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Legislative/County Commissioners	\$472,497	\$514,587	\$521,587	\$579,345
County Administrator	404,017	603,297	690,664	777,664
Public Information	308,070	332,958	339,258	339,228
<b>Total Department</b>	<b>\$1,184,584</b>	<b>\$1,450,842</b>	<b>\$1,551,479</b>	<b>\$1,696,237</b>

### HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,696,237 an increase of \$245,395 or 16.9%. It includes the addition of the Deputy County Administrator position as well as county employee compensation changes mentioned in the budget highlights.

### STAFFING

County Commissioners / County Administrator	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Legislative/County Commissioners	6.75	6.75	6.75
County Administrator	3.0	4.0	4.0
Public Information	3.0	3.0	3.0
<b>Total Department</b>	<b>12.75</b>	<b>13.75</b>	<b>13.75</b>

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 2024 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p><b>Operating Budget</b> 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 →

<b>COUNTY COMMISSIONERS / ADMINISTRATOR</b>			
<b>PERFORMANCE MEASURES</b>			
Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Board of Health Meetings	10	4	4
County Administrator Business Items Approved	217	220	225
CSMC Budget Work Sessions	9	9	9
CSMC Business Meetings	38	36	36
CSMC Emails Processed	2,163	2,206	1,945
CSMC Executive Sessions	60	40	40
CSMC Public Forums	4	4	4
CSMC Public Hearings	15	10	15
Events Attended by CSMC	356	300	300
Incoming USPS Mail Processed	2,332	1,850	1,900
Managers meetings	11	11	11
MetCom Joint Meetings with CSMC	2	2	2
Minutes Prepared for Meetings	38	36	39
NAS/PAX River Joint Meetings with CSMC	1	1	2
News Releases Issued	283	200	200
OPEB Meetings	5	4	4
Phone Calls from Citizens	21,619	19,750	20,000
Proclamations and Commendations Issued	526	500	500
Resolutions and Ordinances Passed by CSMC	46	27	30
Sheriff's Retirement Board Meetings	10	10	10
SMC Public Schools Joint Meetings with CSMC	1	2	2
Special Events: Fire/Rescue, Law Enforcement Day, Flag Day, Veterans Day, Ribbon Cuttings, Groundbreakings, etc.	6	8	8
Tri-County Council Full Council Meetings	4	4	4
Video-tape Productions (in-house meetings, off-site shoots, special projects)	343	225	225
Written Responses to Citizens from CSMC	404	453	200
XMT – Executive Management Meetings	26	26	26

# FISCAL YEAR 2024 BUDGET – How to Read the Budget Page

**Reading a typical budget page**

**Capital Budget**  
 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.

## A TYPICAL CAPITAL BUDGET PAGE

Project Number

General budget category of CIP

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

Compliance information

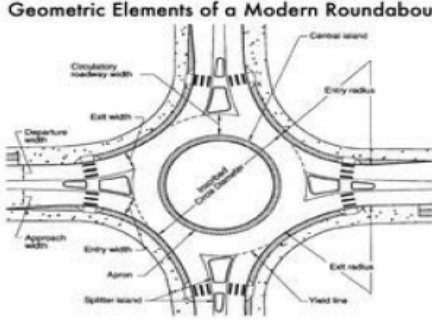
Funds appropriated in current year for project

Estimated costs of project phases over the next 5 years

Total funding for Project

Incremental operating costs of project over the next 5 years

**Capital Improvement Program** FY24 - FY29

<b>Project Title</b> Roadway & Safety Improvements	<b>Project Number</b> HW-2101	<b>Classification</b> Highways
<p><b>Project Description</b>                      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 Intersections Golden Beach/All Faith and Wildewood Prky/Blvd came with recommendations of RABs. Pedestrian travel will be accommodated in the design of WW 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. Evaluating a roundabout at FDR/First Colony Blvd, Triangle/Golden Beach, Tulagi/Shangri-La, &amp; Pegg/Westbury.</p>		<p style="text-align: center;"><b>Geometric Elements of a Modern Roundabout</b></p> 
<p><b>Discussion of Operating Budget Impact</b>                      Facilities constructed for the new roundabouts will require maintenance. The size of the facility and impact to operating has been estimated.</p>		<p><b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ASPHALT OVERLAY	42,000,000	7,000,000	5,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	
ARCHITECT/ENGINEERING	794,800	325,000	145,800	81,000	81,000	81,000	54,000	54,000	
CONSTRUCTION/SURFACING	9,204,100	5,726,500	486,000	486,000	486,000	486,000	766,800	766,800	
GUARDRAIL ENDTREATMENTS	808,000	160,000	108,000	108,000	108,000	108,000	108,000	108,000	
CRACKSEALING	510,000	60,000	75,000	75,000	75,000	75,000	75,000	75,000	
OTHER (unanticipated and equipment rental)	932,800	220,000	118,800	118,800	118,800	118,800	118,800	118,800	
LAND ACQUISITION	1,474,000	100,000	108,000	108,000	108,000	350,000	350,000	350,000	
ROUNDBOULT CONSTRUCTION	10,700,000	1,200,000	2,500,000	2,500,000	1,500,000	1,500,000	1,500,000		
ROAD WIDENING	1,122,000	150,000	162,000	162,000	162,000	162,000	162,000	162,000	
Design for Intersection Improvement	2,868,000	600,000	378,000	378,000	378,000	378,000	378,000	378,000	
<b>TOTAL COSTS</b>	<b>70,413,700</b>	<b>15,541,500</b>	<b>9,081,600</b>	<b>10,016,800</b>	<b>9,016,800</b>	<b>9,231,800</b>	<b>9,512,600</b>	<b>8,012,600</b>	

Funding Schedule	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan				
				FY2025	FY2026	FY2027	FY2028	FY2029
BONDS	38,571,090	5,634,896	5,405,989	10,016,800	5,439,841	3,907,044	4,544,511	3,822,009
TRANSFER TAXES	22,817,516	8,430,935	518,522		2,478,875	4,226,672	3,870,005	3,292,507
PAY-GO	3,975,669	1,475,669	2,500,000					
EXCISE TAX - ROADS	5,049,425		657,089		1,098,084	1,098,084	1,098,084	1,098,084
FEDERAL FUNDS								
<b>TOTAL FUNDS</b>	<b>70,413,700</b>	<b>15,541,500</b>	<b>9,081,600</b>	<b>10,016,800</b>	<b>9,016,800</b>	<b>9,231,800</b>	<b>9,512,600</b>	<b>8,012,600</b>

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
SWM Maintenance			1,000		1,000	1,000
<b>TOTAL COSTS</b>			<b>1,000</b>		<b>1,000</b>	<b>1,000</b>



## 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. In FY2022, the County began 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
<b>County Departments</b>						
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	✓	✓	✓			
<b>Elected Officials</b>						
Circuit Court	✓					
Orphans' Court	✓					
Office of the Sheriff	✓	✓	✓			
Office of the State's Attorney	✓		✓			
Office of the County Treasurer	✓					
<b>Boards and State Agencies*</b>						
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*

## FY2024 APPROVED BUDGET SUMMARY

FUND DESCRIPTION	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUESTED	FY2024 APPROVED
<u>General Fund</u>	\$ 278,363,608	\$ 324,829,819	\$ 325,312,385	\$ 318,196,923
<u>Enterprise Funds</u>				
Recreation and Parks Activity Fund	2,588,791	5,185,790	5,451,177	5,593,761
Wicomico Shores Golf Fund	1,491,903	1,616,733	1,692,588	1,814,344
Solid Waste & Recycling	5,429,548	5,849,125	5,985,953	6,003,154
<u>Special Revenue Funds</u>				
Miscellaneous Revolving Fund	225,222	656,966	475,533	1,073,362
Special Assessments Fund	31,825	48,694	48,694	48,694
Emergency Services Support Fund	7,122,657	6,836,318	3,731,107	5,170,019
Emergency Services Billing Fund	3,548,427	5,236,112	5,278,356	6,863,321
<u>Other Operating Funds-Independent Board</u> <i>(Non-Appropriated State, Federal, Miscellaneous Funds)</i>				
Board of Education-General Operating	123,972,959	131,227,383	149,098,465	152,552,263
Board of Education - Restricted Fund	34,839,252	66,816,087	61,239,823	49,217,824
Board of Education - Revolving Fund	13,260,953	11,943,268	9,688,276	12,620,332
Board of Library Trustees	940,458	975,458	985,500	1,101,897
College of Southern Maryland	<u>50,335,584</u>	<u>61,299,503</u>	<u>62,575,084</u>	<u>64,269,414</u>
<u>Total Operating Funds</u>	\$522,151,187	\$622,521,256	\$631,562,941	\$624,525,308
<u>Capital Projects Fund</u>	\$57,900,285	\$68,846,622	\$48,593,600	\$75,244,220

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

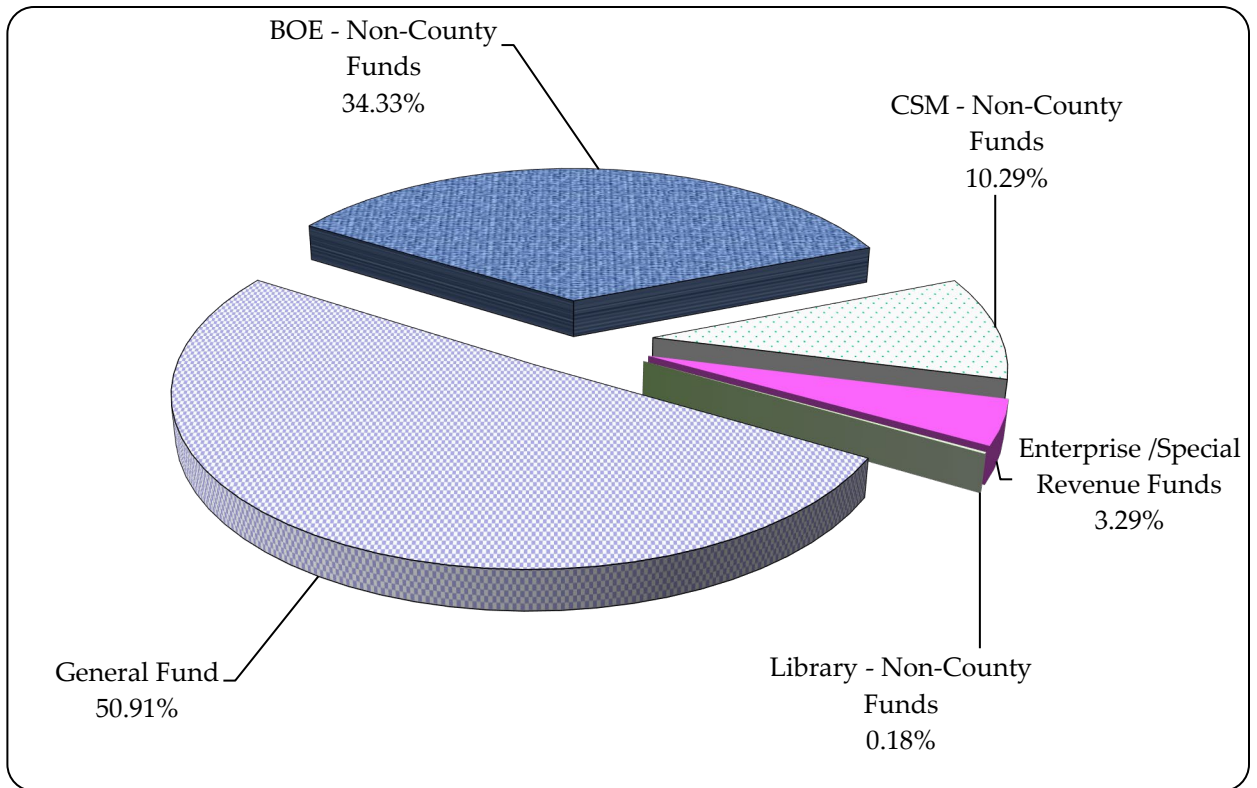
The General Fund is the portion of the budget where general tax revenues such as property and income taxes are collected, and where general expenditures such as the County's cost for education, law enforcement, highway maintenance, and libraries are reported.

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, emergency services billing 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 2024 TOTAL OPERATING BUDGET - BY FUND



**Chart shows the Percentages of the FY2024 Operating Budget - by Fund Categories**

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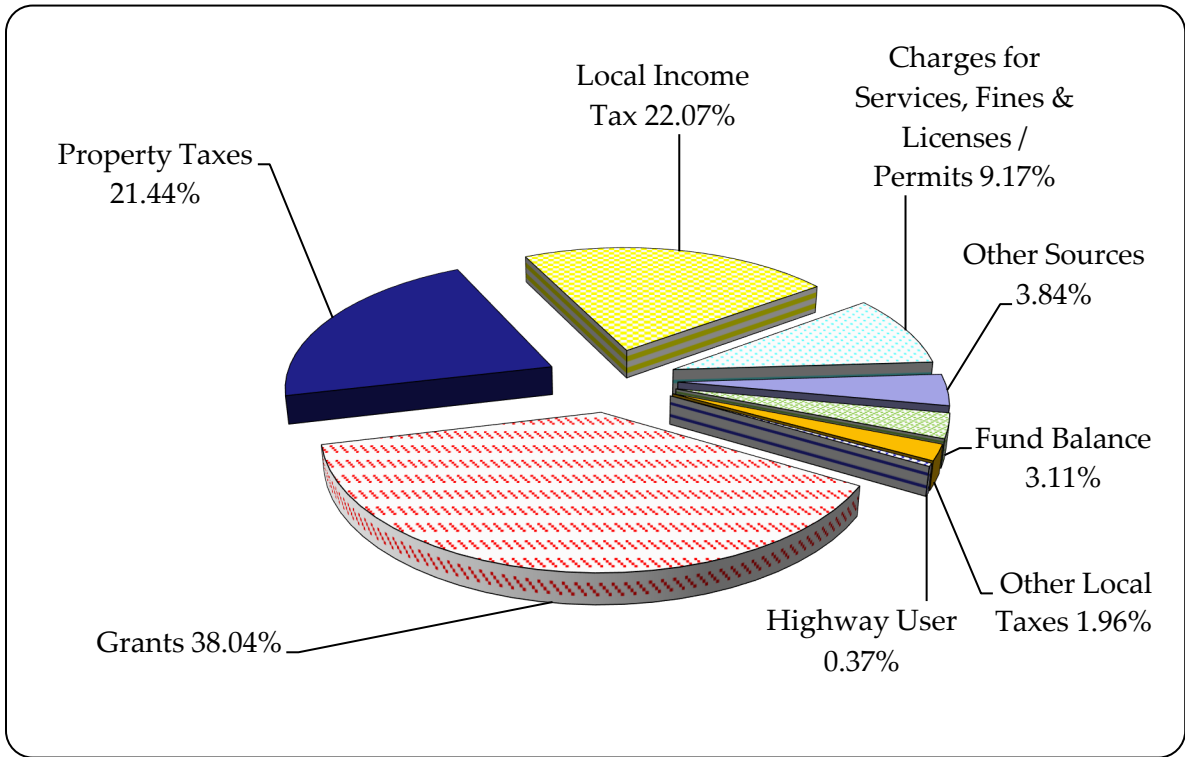


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General Fund	\$318,196,923
Bd. of Education - Non-County Funds	214,390,419
CSM – Non-County Funds	64,269,414
Enterprise / Special Revenue Funds	26,566,655
Library - Non-County Funds	<u>1,101,897</u>
<b>Total – All Funds</b>	<b><u>\$624,525,308</u></b>



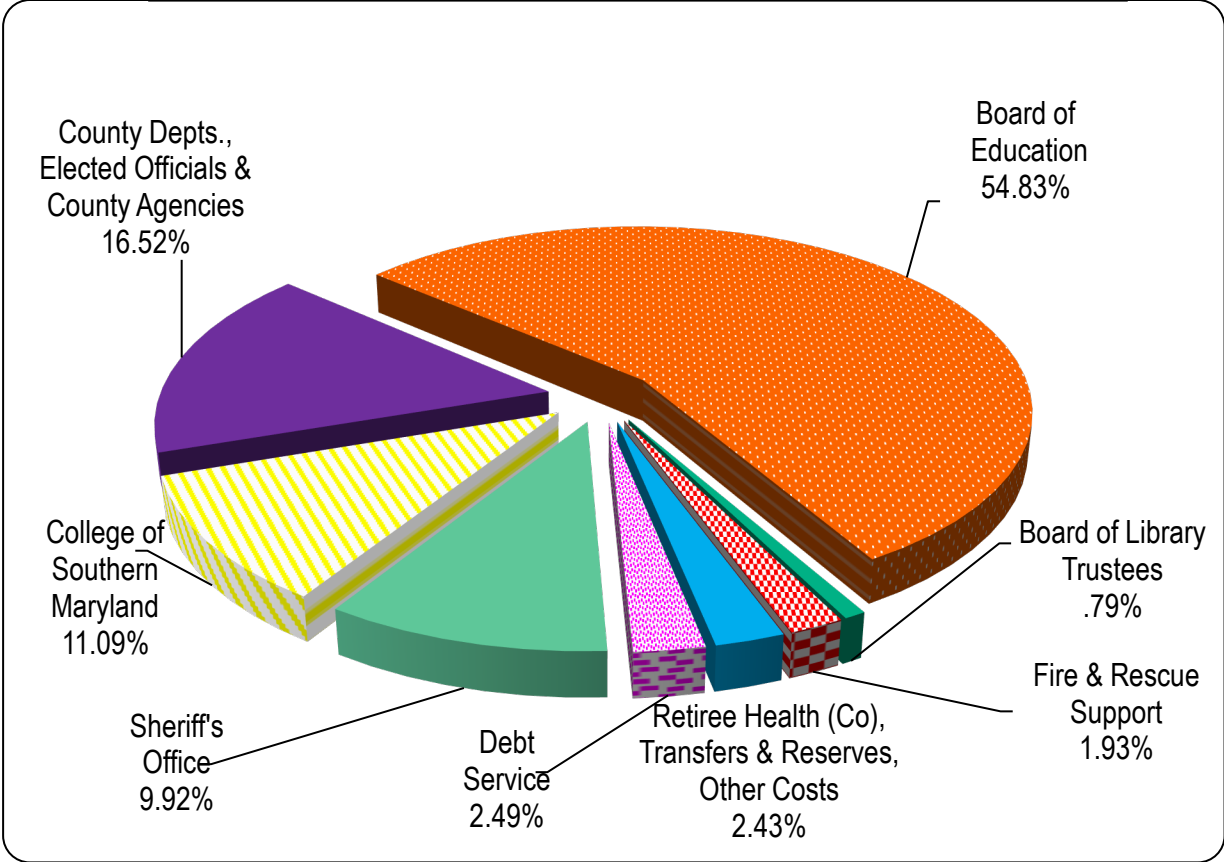
# FY2024 TOTAL BUDGET - REVENUES



**Projection of Revenue Sources that make up the FY2024 Budget Total of \$624,525,308– by Percentages**

State / Federal Grants	\$237,568,144
Local Income Tax	137,829,481
Property Taxes	133,913,459
Charges for Services / Licenses / Fines	57,257,857
Other Sources	23,978,531
Other Local Taxes	12,256,250
Highway User Revenues	<u>2,280,612</u>
Sub-Total	\$605,084,334
Appropriation of Fund Balance	<u>19,440,974</u>
\$14,000,000 – County	
\$4,341,029 – Board of Education	
\$1,024,345 – College of Southern Maryland	
\$75,600 – Library	
<b>Total Budget – Revenues</b>	<b><u>\$624,525,308</u></b>

# FY2024 TOTAL BUDGET - EXPENDITURES



**County Expenditures for FY2024 Total of \$628,750,727 – Percentages by Entity/Category**

Board of Education	\$342,460,326
County Departments, Other Elected Officials & Co. Agencies	103,146,306
College of Southern Maryland	69,,278,472
Sheriff's Office	61,940,361
Debt Services	15,541,412
Transfers, Reserves & Other Costs	15,195,146
Fire & Rescue Support	12,033,340
Board of Library Trustees	4,929,945
<b>Total Budget-Expenditures</b>	<b><u>\$624,525,308</u></b>

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**GENERAL  
OPERATING  
FUND**

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# BUDGET HIGHLIGHTS

## FY2024 APPROVED OPERATING BUDGET

The following represents brief highlights of budget changes between FY2023 and FY2024. For more detail, please refer to the appropriate sections in this approved budget book.

### **GENERAL:**

The general fund budget totals \$318,196,923 which is \$6,632,896 or 2% less than the approved FY2023 budget.

This is comprised of revenues totaling \$304,196,923 which is a 1.5% increase from FY2023 revenues and the use of fund balance of \$14,000,000 for pay-go funding to other funds, principally \$7.7 million to the capital improvement projects (CIP) and non-recurring general fund expenditures.

### **REVENUES:**

Real property tax rate continues at \$.8478 per \$100 of assessed value; this is .0275 or 3.4% higher than the constant yield rate of .8203 and generates \$3,901,092 in additional revenue. The constant yield tax rate is the rate utilized to keep revenue the same as the prior year based on increased assessments. Property tax revenue is estimated to increase \$6,682,292 over the FY2023 budget – to \$130,413,459, a 5.4% 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%, which may limit the amount of assessment increase on a principal residence. Senior tax credits are reduced to \$885,000, reflecting actual credits distributed.

St. Mary's County income tax rate remains at 3.00% of net taxable income, which was lowered last fiscal year. Income tax revenues are projected to increase \$8,895,677 or 6.9% over the FY2023 budget to a total of \$137.8 million. Tax year 2021 returns demonstrated a growth rate of 7.95% for St. Mary's County, and State average reflected a 14% increase, good sign for the economy and wage growth for the State improving after the pandemic. Over the last six years, the County's average tax year growth is 5.75% and this FY2024 approved budget uses a growth rate of 5.25%. Average estimated distribution of unallocated receipts, penalties, and interest amounts to \$8 million. The County recognizes that over the last six years an additional \$28.6 million over the budgeted amount has been received and relates this to the change in Federal tax law - moving to a higher standard Federal deduction -with no corresponding changes to the State tax law, thus providing additional revenues statewide.

**REVENUES (continued):**

In response, the County is adding an additional \$4.7 million to the estimated income tax revenue, better reflecting the average receipt from the past six years. Any changes in tax law or State distributions of tax revenue will be closely monitored.

Other local taxes total \$12,256,250 which is a \$123,750 decrease or 1% less than the approved FY2023 budget. Each of these taxes has different patterns of activity during the year, and the estimates for FY2024 are based on the FY2023 amounts to date, compared to prior trends. The decrease is principally related to the reduction of energy tax rate from 1.25% to .3125%, reducing the revenues 75% to \$256,250.

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 State budget balancing initiated in the 2010 Budget – FY2009 receipts were \$6.5 million. FY2024 estimate receipts from the State are \$2,280,612; \$390,688 more than the approved FY2023 budget. This increase reflects the discussion held in the 2022 legislative session at the State.

Charges for services revenue is projected to increase from \$4,003,027 in FY2023 to an estimated \$4,252,606 in FY2024, an increase of \$249,579. The largest increase, \$140,000, stems from the percentage increase to the County’s share of 911 service fees.

State and Federal grants are projected to be \$14,375,485 in FY2024 reflecting the removal of the American Rescue funding received over two years – with total funding of \$22 million. Other grants were also reduced – such as the Tri-County Council’s \$2.5 million grant for rural Maryland in Economic Development received in FY2023. As with past years, grants are variable from year to year and reduced revenue has corresponding reduced expenditures.

Other revenues are increasing by \$1,477,180 principally from an interest income with the increased interest rates in the last year.

**FUND BALANCE:**

The June 30, 2022, audit reflects an unassigned general fund balance of \$36.8 million. The ratio of County reserves to revenue percentage was 20%. This approved budget includes the use of \$14 million of unassigned general fund balance for pay-go funding of \$11.6 million principally to the capital improvement projects (CIP) and non-recurring operating in the general fund. The planned use of non-recurring funds will maintain the County’s policy percentage of retaining 15% of fund balance in reserve.

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/equipment replacements which includes trash trailers for Solid Waste. An additional 13 new vehicles/equipment to include mowers for Wicomico Golf Course. This approved budget includes the estimated cost for a five-year exempt financing.
- 33.25 positions were added to County departments – Aging and HS, County Attorney, Emergency Services, Human Resources, Information Technology and Recreation & Parks. Most of the new positions were in Emergency Services with an additional 18 Emergency Medical Technicians in the Emergency Billing Fund.
- The Information Technology budget includes upgrades to Microsoft 365, Asset Management and Timekeeping Software.
- \$753,299 for Non-Public School Bus Drivers contract to match public schools.
- Budgeted in Departments is Non-Profit funding, \$1,026,132 using unassigned fund balance.
- \$40,000 provided to the Museum Division in R & P for grass cutting at St. Clements’s Museum.
- County Departments received a 4.5% cola, that started on April 1, 2023. With the minimum wage mandate moved up a year to \$15 per hour as of January 1, 2024, County employees will receive an additional 2.3% cola on January 1, 2024.
- The Hourly employee’s scale will increase 5.66% on July 1, 2023, and on January 1, 2024, the hourly scale will again increase by 7.14%. The recreation scale will increase by 12.8% - to meet the mandate for minimum wage.

### **ELECTED OFFICIALS**

- 11 positions were added to the Elected Officials – Circuit Court, Sheriff’s Office, State’s Attorney Office, and Treasurer’s Office. Promotional Ranks were also added to the Sheriff’s Office in Law & Corrections. The State’s Attorney’s Office budget includes the annual cost of positions added in January and March 2023.
- The Sheriff’s Sworn Law salary scale will receive a market increase of 6% to closely align with MSP and Charles County.
- Elected Officials also received the 4.5% Cola on April 1, 2023, and additional 2.3% cola on January 1, 2024.
- 27 replacement vehicles and one new vehicle for the Crime Lab Technician. This approved budget includes the estimated cost for a five-year exempt financing.

## BOARDS and STATE AGENCIES

- Health Department received just over \$1.9 million towards their \$5,283,787 request, net of non-recurring from FY2023. They will also receive funding from the Opioid Settlement that the County is distributed.
- Funding for the Library includes \$518,000 for salary scale adjustment and digital content. County MOE for FY2024 is \$17.90 per resident.
- College of Southern MD \$274,633 – the MOE based on square footage of buildings in St. Mary’s County and number of enrolled students, net of non-recurring in FY2023.
- The Board of Education’s funding from the County totals \$128,069,907 of which \$700,000 is non-recurring for safety and security vestibules to be built in elementary schools. The recurring is for compensation and benefits and 18 positions for safety and security - in the school vestibules. Maintenance of effort (MOE), updated from MSDE calculations requires only \$114,991,563 and the latest Fiscal Impact on the Blueprint indicates local required funding should be \$118.7 million. Enrollment submitted to MSDE is 16,853.25 as of September 30, 2022.
- Other Boards and State Agencies received an additional \$92,914, combined.

## OTHER BUDGET COSTS

- Retiree Health for current retirees will be funded from the Retiree Benefit Trust for FY2024. The County Net OPEB Asset on June 30, 2022, was \$2.290 million, 102.07% funded. Current policy is based on annual audit and funding level, above 100% and review annually during the budget on future funding.
- Debt service increased by \$2,273,614, includes full year funding of principal and interest of \$30 million sale that closed in FY2023. Half year of interest for sale planned in FY2024, another \$30 million.

## 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 of \$11,657,360 for non-recurring funding in other funds from the June 30, 2022, unassigned fund balance of \$36.8 million. The total fund balance used in this Approved Budget is \$14,000,000.

Total Pay-Go funding as follows:

- CIP Pay-Go \$7,674,020 – 11 various projects funding
- Emergency Support 1,320,019 – increased LOSAP Benefits & Trust
- Emergency Billing 2,663,321 – 18 new EMT’s and Fiscal Specialist IV/costs
- Total \$11,657,360

## 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.

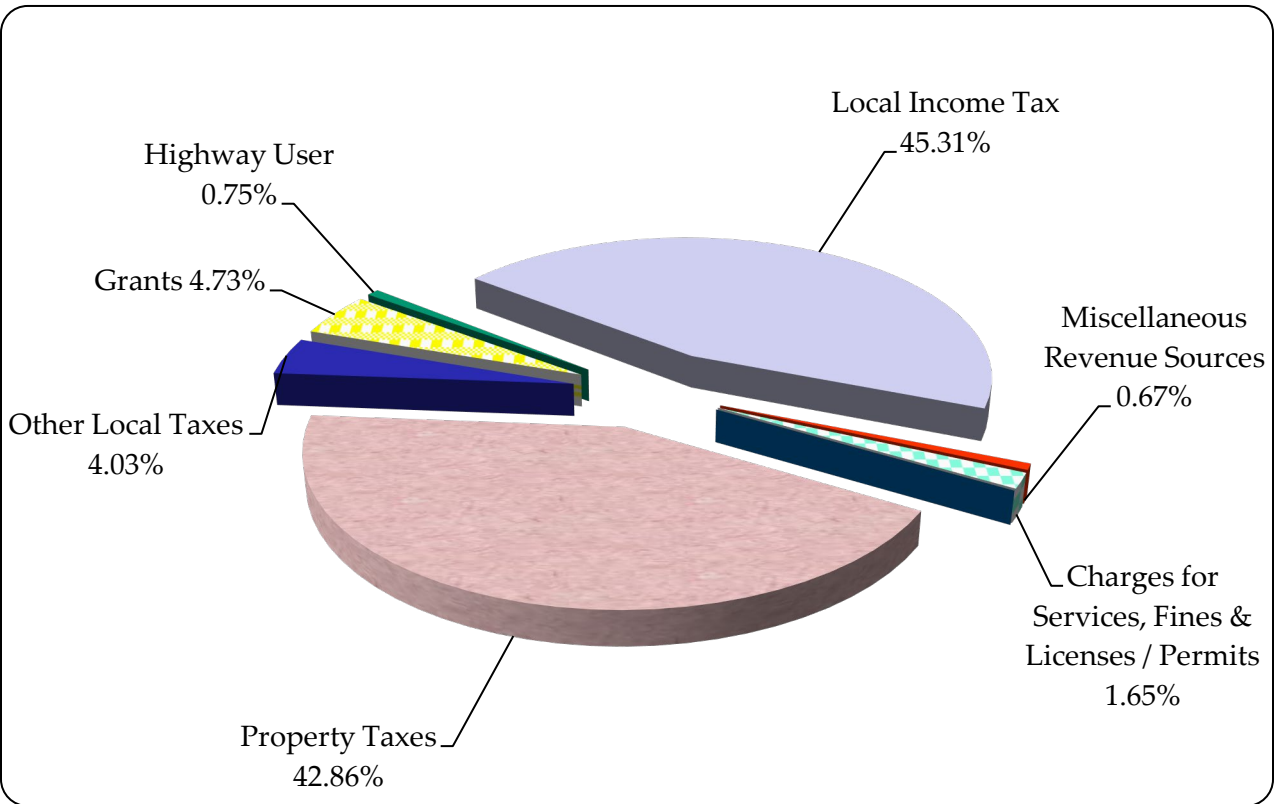
# BUDGET REVENUES - SUMMARY

REVENUE SOURCE	FY2022	FY2023	FY2024	INCREASE / (DECREASE) OVER FY2023 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
Total, Property Taxes	118,449,980	123,731,167	130,413,459	6,682,292	5.4%
Total, Income Taxes	122,381,215	128,933,804	137,829,481	8,895,677	6.9%
Total, Other Local Taxes	13,775,630	12,380,000	12,256,250	(123,750)	-1.0%
Total, Highway User	1,993,427	1,889,924	2,280,612	390,688	20.7%
Total, Licenses and Permits	696,056	717,870	723,020	5,150	0.7%
Total, Charges for Services	3,769,336	4,003,027	4,252,606	249,579	6.2%
Total, Fines and Forfeitures	42,266	24,750	36,250	11,500	46.5%
Total, State/Federal Grants	13,317,764	16,572,704	14,375,485	(2,197,219)	-13.3%
American Rescue Act - Grant	5,693,867	11,023,993	0	(11,023,993)	-100.0%
Total, Other Revenues	1,040,838	552,580	2,029,760	1,477,180	267.3%
Total - Other Financing Sources	0	25,000,000	14,000,000	(11,000,000)	-44.0%
<b>TOTAL, GENERAL FUND REVENUE SOURCES</b>	<b>\$281,160,379</b>	<b>\$324,829,819</b>	<b>\$318,196,923</b>	<b>(\$6,632,896)</b>	<b>-2.0%</b>
<b>Total, General Fund Revenues - (Excl. Other Financing Sources)</b>	<b>\$281,160,379</b>	<b>\$299,829,819</b>	<b>\$304,196,923</b>	<b>\$4,367,104</b>	<b>1.5%</b>

## EXPENDITURES SUMMARY

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
County Commissioners/County Administrator	1,184,584	1,450,842	1,527,067	1,696,237	245,395	16.9%
Aging & Human Services	9,715,063	5,861,273	6,457,467	6,340,142	478,869	8.2%
County Attorney	1,051,515	1,269,389	1,292,371	1,343,623	74,234	5.8%
Economic Development	2,177,232	4,810,977	2,542,595	2,271,063	(2,539,914)	-52.8%
Emergency Services	14,982,767	21,412,721	11,627,611	10,247,110	(11,165,611)	-52.1%
Finance	2,093,782	2,405,677	2,311,157	2,393,945	(11,732)	-0.5%
Human Resources	1,949,942	2,513,368	2,559,567	2,789,745	276,377	11.0%
Information Technology	4,452,904	7,437,025	7,170,930	7,221,577	(215,448)	-2.9%
Land Use & Growth Management	2,517,746	3,004,782	2,951,138	3,257,592	252,810	8.4%
Public Works & Transportation	21,964,559	25,763,121	26,553,907	26,263,483	500,362	1.9%
Recreation & Parks	4,932,183	5,220,471	5,811,965	5,925,298	704,827	13.5%
<b>Total, Departments</b>	<b>67,022,277</b>	<b>81,149,646</b>	<b>70,805,775</b>	<b>69,749,815</b>	<b>(11,399,831)</b>	<b>-14.0%</b>
Circuit Court	1,645,509	2,157,494	2,338,375	2,427,974	270,480	12.5%
Orphans' Court	62,252	64,754	72,034	76,293	11,539	17.8%
Office of the Sheriff	48,919,561	58,956,164	62,648,553	61,940,361	2,984,197	5.1%
Office of the State's Attorney	4,236,982	5,313,541	6,910,712	6,374,184	1,060,643	20.0%
Office of the County Treasurer	466,605	512,190	579,923	573,927	61,737	12.1%
<b>Total, Elected Officials</b>	<b>55,330,909</b>	<b>67,004,143</b>	<b>72,549,597</b>	<b>71,392,739</b>	<b>4,388,596</b>	<b>6.5%</b>
Department of Health	2,874,709	3,198,052	8,461,839	5,029,587	1,831,535	57.3%
Department of Agriculture	91,975	102,000	115,000	115,000	13,000	12.7%
Department of Social Services	478,643	497,819	547,242	566,965	69,146	13.9%
Alcohol Beverage Board	311,497	459,984	429,084	438,922	(21,062)	-4.6%
Board of Elections	1,136,978	2,223,966	1,899,068	2,051,192	(172,774)	-7.8%
University of Maryland Extension (UME)	264,924	280,786	295,716	295,716	14,930	5.3%
Ethics Commission	168	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	98,552	108,078	123,373	123,373	15,295	14.2%
So. MD Resource Conservation & Development	15,300	15,300	15,300	15,300	0	0.0%
So. MD Tri-County Community Action Committee, I	16,000	35,000	71,368	35,000	0	0.0%
Tri-County Council for Southern Maryland	125,000	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	440,907	452,580	427,810	427,810	(24,770)	-5.5%
University System of Maryland at Southern Maryland (USMSM)	40,000	40,000	40,000	40,000	0	0.0%
County Funds - Board of Education	114,540,492	121,524,907	130,015,513	127,369,907	5,845,000	4.8%
County Funds - BOE Non-Recurring	0	0	0	700,000	700,000	100.0%
County Funds - College of Southern Maryland	4,606,956	4,758,945	5,009,058	5,009,058	250,113	5.3%
County Funds - Board of Library Trustees	3,078,258	3,310,048	4,687,545	3,828,048	518,000	15.6%
<b>Total, Boards and State Agencies</b>	<b>128,266,459</b>	<b>137,279,398</b>	<b>152,409,849</b>	<b>146,317,811</b>	<b>9,038,413</b>	<b>6.6%</b>
<b>SUB-TOTAL</b>	<b>250,619,645</b>	<b>285,433,187</b>	<b>295,765,221</b>	<b>287,460,365</b>	<b>2,027,178</b>	<b>0.7%</b>
<b>Other Budget Costs</b>						
Appropriation Reserve	0	2,500,000	2,500,000	2,500,000	0	0.0%
Leonardtown Tax Rebate	44,460	70,929	72,786	72,786	1,857	2.6%
Employer Contributions - Retiree Health Costs	4,121,069	0	0	0	0	0.0%
Employer Contributions - Unemployment	(4,718)	25,000	10,000	10,000	(15,000)	-60.0%
Bank / GOB Costs	76,271	46,000	55,000	55,000	9,000	19.6%
Debt Service	14,523,048	13,267,798	15,541,412	15,541,412	2,273,614	17.1%
<b>Other Budget Costs</b>	<b>18,760,130</b>	<b>15,909,727</b>	<b>18,179,198</b>	<b>18,179,198</b>	<b>2,269,471</b>	<b>14.3%</b>
<b>Subtotal, Excludes Transfers</b>	<b>269,379,775</b>	<b>301,342,914</b>	<b>313,944,419</b>	<b>305,639,563</b>	<b>3,596,649</b>	<b>1.2%</b>
<b>Transfers &amp; Reserves</b>						
Pay-Go	7,663,833	22,586,905	10,467,966	11,657,360	(10,929,545)	-48.4%
Reserve - Bond Rating	1,320,000	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
<b>Transfers &amp; Reserves</b>	<b>8,983,833</b>	<b>23,486,905</b>	<b>11,367,966</b>	<b>12,557,360</b>	<b>(10,929,545)</b>	<b>-46.5%</b>
<b>TOTAL GENERAL FUND BUDGET</b>	<b>\$278,363,608</b>	<b>\$324,829,819</b>	<b>\$325,312,385</b>	<b>\$318,196,923</b>	<b>(\$6,632,896)</b>	<b>-2.0%</b>

# FY2024 GENERAL FUND - REVENUES

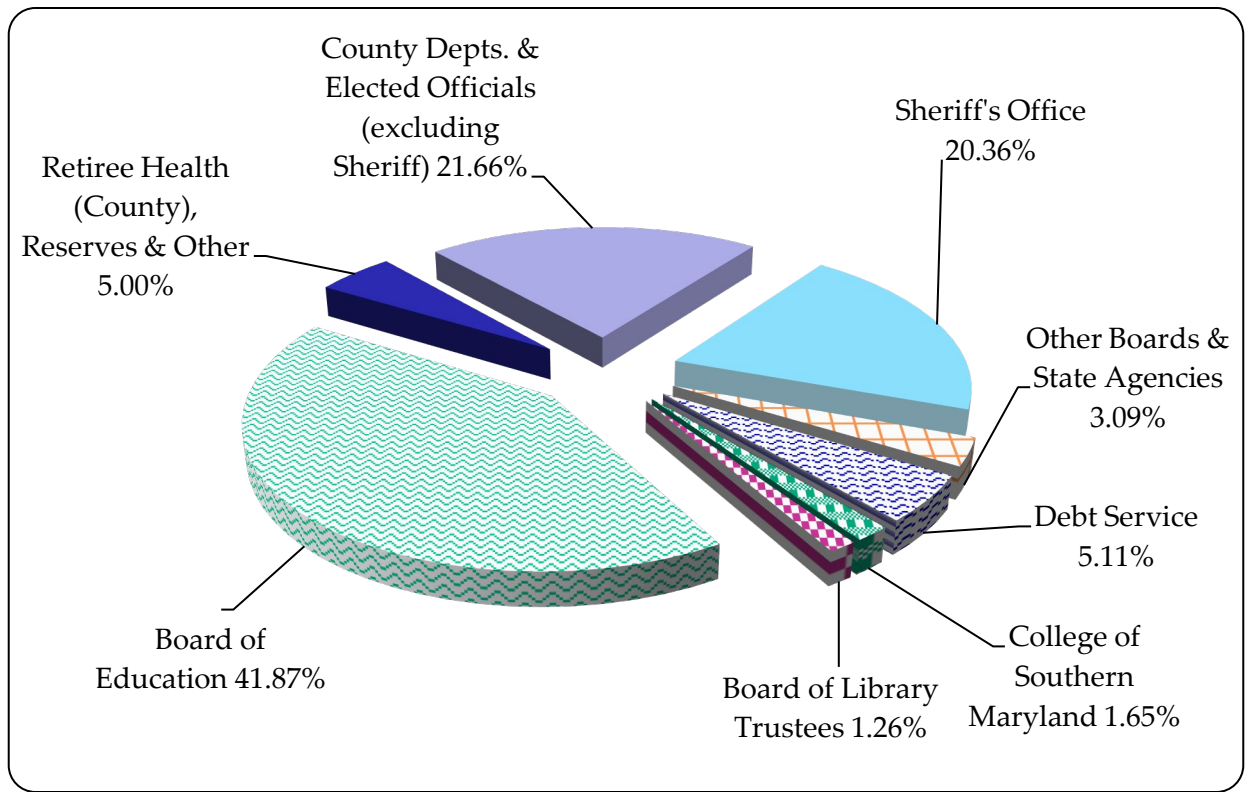


**Chart is % of Total County Revenue (excluding Fund Balance) - \$304,196,923 – by Revenue Source**

Local Income Tax	\$137,829,481
Property Tax	130,413,459
State / Federal Grants	14,375,485
Other Local Taxes	12,256,250
Charges for Services / Licenses / Fines	5,011,876
Highway User Revenues	2,280,612
Miscellaneous Revenue Sources	<u>2,029,760</u>
<b>TOTAL GENERAL FUND – REVENUES (Excluding Fund Balance)</b>	<b><u>\$304,196,923</u></b>
Other Financing Sources – Fund Balance	<u>14,000,000</u>
<b>TOTAL GENERAL FUND – REVENUES</b>	<b><u>\$318,196,923</u></b>



# FY2024 GENERAL FUND - EXPENDITURES



**Chart is % of Total County Expenditures (excluding Fund Balance) - \$304,196,923 – by Entity**

Board of Education	\$128,069,907
County Departments, Elected Officials (excluding Sheriff)	79,202,193
Sheriff's Office	61,940,361
Debt Services	15,541,412
Retiree Health (County), Reserves, & Other Costs	15,195,146
Other Boards & State Agencies	9,410,798
College of Southern Maryland	5,009,058
Board of Library Trustees	<u>3,828,048</u>

TOTAL GENERAL FUND EXPENDITURES	<u>\$318,196,923</u>
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**BUDGET**  
**REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2022 ACTUAL	FY2023 APPROVED	FY2024 APPROVED	INCREASE (DECREASE) OVER FY2023 APPROVED	
				AMOUNT	PERCENT
<b>PROPERTY TAXES</b>					
Real Property - Full Year	111,566,607	116,885,438	123,080,507	6,195,069	5.3%
Real Property - Half Year	302,548	314,115	273,505	(40,610)	-12.9%
Personal Property - Sole Prop	178,408	174,859	189,695	14,836	8.5%
Public Utilities	2,962,958	3,417,439	3,915,734	498,295	14.6%
Ordinary Bus Corporation	3,645,437	3,322,316	3,604,210	281,894	8.5%
Personal Property - Collection Fees	(311,395)	0	0	0	0.0%
Additions and Abatements	165,979	(600,000)	(600,000)	0	0.0%
Penalties and Interest	648,165	920,000	775,000	(145,000)	-15.8%
Enterprise Zone Credit	(14,193)	(50,000)	(40,000)	10,000	-20.0%
Homeowners Tax Credit (County)	(750,108)	(900,000)	(900,000)	0	0.0%
Other Tax Reimbursement	(13,491)	(20,000)	(30,000)	(10,000)	50.0%
Tax Sale Revenue	9,071	10,000	10,000	0	0.0%
Payments In Lieu of Taxes	170,754	325,000	162,808	(162,192)	-49.9%
Senior Tax Cap Credit 70	(517,610)	(550,000)	(530,000)	20,000	-3.6%
Senior Tax Credit/Recaptured Sr. Tax Credit	(228,469)	(300,000)	(280,000)	20,000	-6.7%
Local Sr. Tax Credit 65-10	(73,489)	(75,000)	(75,000)	0	0.0%
State Homeowners Credit	750,108	900,000	900,000	0	0.0%
Ag Tax Deduction/Tobacco Barn Tax Credit	(41,300)	(43,000)	(43,000)	0	0.0%
<b>Total, Property Taxes</b>	<b>118,449,980</b>	<b>123,731,167</b>	<b>130,413,459</b>	<b>6,682,292</b>	<b>5.4%</b>
<b>INCOME TAXES</b>					
Local Income Tax	122,381,215	128,933,804	137,829,481	8,895,677	6.9%
<b>Total, Income Taxes</b>	<b>122,381,215</b>	<b>128,933,804</b>	<b>137,829,481</b>	<b>8,895,677</b>	<b>6.9%</b>
<b>OTHER LOCAL TAXES</b>					
Admissions and Amusement	96,397	90,000	100,000	10,000	11.1%
CATV Franchise Fee	1,132,848	1,000,000	1,050,000	50,000	5.0%
Energy Taxes	1,133,990	1,040,000	256,250	(783,750)	-75.4%
Public Accommodations Tax	969,502	900,000	1,000,000	100,000	11.1%
Recordation Taxes	10,100,141	9,000,000	9,500,000	500,000	5.6%
Trailer Park Tax	342,752	350,000	350,000	0	0.0%
<b>Total, Other Local Taxes</b>	<b>13,775,630</b>	<b>12,380,000</b>	<b>12,256,250</b>	<b>(123,750)</b>	<b>-1.0%</b>
<b>Shared Revenues</b>					
Highway Users Revenue	1,993,427	1,889,924	2,280,612	390,688	20.7%
<b>Total, Shared Revenues</b>	<b>1,993,427</b>	<b>1,889,924</b>	<b>2,280,612</b>	<b>390,688</b>	<b>20.7%</b>
<b>LICENSES AND PERMITS</b>					
Amusement Licenses	100	1,000	0	(1,000)	-100.0%
Auto Tag Fees	475	1,000	1,000	0	0.0%
Beer, Wine, Liquor Licenses	82,825	84,000	85,000	1,000	1.2%
Beer, Wine, Liquor Transfer	700	600	1,000	400	66.7%
LUGM Inspections & Compliance	93,010	97,200	100,000	2,800	2.9%
LUGM Business Licenses & Permit Services	265,843	360,000	335,000	(25,000)	-6.9%
Marriage Licenses	7,800	6,050	8,000	1,950	32.2%
DPW & T Constr.&Insp. Licenses-Materials Testing	79,740	8,000	23,000	15,000	187.5%
Taxicab Licenses, Peddlers & Bingo	19	20	20	0	0.0%
Traders Licenses	165,544	160,000	170,000	10,000	6.3%
<b>Total, Licenses and Permits</b>	<b>696,056</b>	<b>717,870</b>	<b>723,020</b>	<b>5,150</b>	<b>0.7%</b>

**BUDGET**  
**REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 APPROVED	INCREASE (DECREASE) OVER FY2023 APPROVED	
				AMOUNT	PERCENT
<b>CHARGES FOR SERVICES</b>					
Aging - Rents and Concessions	12,222	18,000	18,000	0	0.0%
Alcohol Beverage - Application Fees	4,750	2,500	2,500	0	0.0%
Circuit Court Juror Fee Reimbursement/Other	42,910	31,000	91,000	60,000	193.5%
Corrections - Home Detention	113,809	85,000	70,000	(15,000)	-17.6%
Corrections - Housing State Prisoners	62,955	75,000	75,000	0	0.0%
Corrections - Sex Offender Fees	1,400	2,000	4,000	2,000	100.0%
DPW & T Development Review	375	1,000	1,000	0	0.0%
DPW & T Engineering Services	72,787	111,290	102,190	(9,100)	-8.2%
DPW & T Highways Fees	125	75	75	0	0.0%
DPW & T Passenger Fees/Other Income	237,660	382,294	378,294	(4,000)	-1.0%
DPW & T Airport Charges	124,163	110,000	130,000	20,000	18.2%
Economic Development Rents and Concessions	75,000	76,500	76,500	0	0.0%
General Gov't - Other Fees	1,721	10,000	10,000	0	0.0%
HR-Medicare Drug Subsidy	140,604	135,000	140,000	5,000	3.7%
LUGM Board of Electrical Examiners	6,650	27,050	20,100	(6,950)	-25.7%
LUGM Boards & Commissions	12,750	12,000	14,000	2,000	16.7%
LUGM Comprehensive Planning	25,410	25,000	25,000	0	0.0%
LUGM Concept Site Plan Review	0	300	300	0	0.0%
LUGM Development Services	97,895	121,900	109,700	(12,200)	-10.0%
LUGM Metropolitan Planning Organization	21,972	40,000	18,100	(21,900)	-54.8%
LUGM Other Income/Advertising/Admin Recovery	9,670	16,000	16,000	0	0.0%
LUGM Zoning Administration	10,000	3,500	3,500	0	0.0%
Maps & Publications	5	300	300	0	0.0%
Other Revenue -Incl.Ins. Proceeds/ComData Reb.	439,080	608,725	713,258	104,533	17.2%
Other Revenue - Admin Recovery	1,167	1,700	1,700	0	0.0%
ES 911 Service Fees	1,086,524	900,000	1,040,000	140,000	15.6%
ES Tower Revenue	163,106	160,000	160,000	0	0.0%
R & P Grass Cutting & Parks Lighting	21,287	2,000	8,000	6,000	300.0%
R & P Museum	52,948	40,600	45,600	5,000	12.3%
R & P Park Entrance Fees	134,837	135,000	135,000	0	0.0%
Regional Library	79,914	44,200	44,200	0	0.0%
Rents and Concessions	16,928	17,059	17,059	0	0.0%
Sheriff - Alcohol Enforcement	125,854	207,041	207,041	0	0.0%
Sheriff - Fingerprinting	91,643	85,000	85,000	0	0.0%
Sheriff - Overtime Reimb/Other-Corrections	65,220	83,000	83,000	0	0.0%
Sheriff - Town Patrol	72,811	70,000	70,000	0	0.0%
Sheriff's - Fees	74,933	85,000	95,000	10,000	11.8%
Sheriff's - School Bus Stop Light Enforcement	18,990	25,000	25,000	0	0.0%
Sheriff's - Juvenile Transport	4,490	8,000	8,000	0	0.0%
Social Services Reimbursement	143,466	139,725	155,701	15,976	11.4%
States Attorney Reimbursement	27,865	30,000	30,000	0	0.0%
States Attorney Services for Drug Court	73,440	75,268	23,488	(51,780)	-68.8%
<b>Total, Charges for Services</b>	<b>3,769,336</b>	<b>4,003,027</b>	<b>4,252,606</b>	<b>249,579</b>	<b>6.2%</b>

**BUDGET  
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 APPROVED	INCREASE (DECREASE) OVER FY2023 APPROVED	
				AMOUNT	PERCENT
<b>FINES AND FORFEITURES</b>					
Alcohol Beverage Fines	10,625	1,000	11,000	10,000	1000.0%
Animal Control Fines	7,075	5,000	6,500	1,500	30.0%
Court Fees, Fines, Forfeitures	20,771	16,500	16,500	0	0.0%
LUGM Fines	3,215	250	250	0	0.0%
State's Attorney Other Fines & Forfeitures	580	2,000	2,000	0	0.0%
<b>Total, Fines and Forfeitures</b>	<b>42,266</b>	<b>24,750</b>	<b>36,250</b>	<b>11,500</b>	<b>46.5%</b>
<b>STATE/FEDERAL GRANTS</b>					
<b><u>Aging &amp; Human Services</u></b>					
Title IIIB-Community Service	63,329	91,743	100,300	8,557	9.3%
NSIP (Nutrition Services)	(36,018)	57,232	57,232	0	0.0%
Title IIIB-Ombudsman	733	7,064	0	(7,064)	-100.0%
Title IIIC1 Congregate Meals	138,836	122,181	131,420	9,239	7.6%
Title IIIC2 Home Del Meals	63,345	65,569	74,400	8,831	13.5%
Title IIID Preventive Health	3,177	9,000	9,000	0	0.0%
MIPPA	2,383	5,512	2,796	(2,716)	-49.3%
SHIP Senior Health Insurance	15,434	15,000	15,000	0	0.0%
MIPPA-AAAs Prior2	225	0	1,541	1,541	0.0%
MIPPA-ADRC Prior3	995	0	1,175	1,175	0.0%
Cares Act Title IIIB	15,635	0	0	0	0.0%
Cares Act Title IIIC	664	0	5,000	5,000	0.0%
Cares Act Title IIIE	547	0	0	0	0.0%
Ombudsman (State & Elder)	2,523	17,906	0	(17,906)	-100.0%
RSVP	38,000	50,000	50,000	0	0.0%
Title IIIE Caregivers	25,664	44,166	44,166	0	0.0%
OAA Supp Nutrition	40,832	0	0	0	0.0%
CARES Act VII Ombudsman	3,443	0	0	0	0.0%
Senior Medicare Patrol	2,500	2,500	2,500	0	0.0%
MAP Fee for Service	102,334	113,036	113,036	0	0.0%
Community Options Waiver	136,123	123,290	0	(123,290)	-100.0%
Guardian ship	11,913	9,092	9,092	0	0.0%
Ombudsman	12,950	0	23,275	23,275	0.0%
Senior Care	58,050	130,925	162,235	31,310	23.9%
Senior Nutrition	23,898	33,868	33,868	0	0.0%
Senior I & A	12,881	14,196	14,196	0	0.0%
Senior Ride	9,864	14,000	14,900	900	6.4%
Level One	5,985	6,134	10,000	3,866	63.0%
MFP Options	625	1,250	1,537	287	23.0%
VEPI	7,370	7,370	7,370	0	0.0%
SCOF Online	19,728	16,265	0	(16,265)	-100.0%
HS LMB Local Care Coord.	46,050	44,840	46,720	1,880	4.2%
HS LMB Admin	32,578	70,000	115,037	45,037	64.3%
CDBG COVID 19 PaxCove	198,551	0	0	0	0.0%
Community Dev Block Grant	86,623	0	0	0	0.0%
CDBG COVID Rd 2 Rental Assist	118,745	0	0	0	0.0%
Emergency Rental Assist Prog	4,515,115	0	0	0	0.0%
CDBG Rogers Ave Ext	141,015	0	0	0	0.0%
Health Family/Nursing	42,150	52,010	0	(52,010)	-100.0%
HS After School Prog	63,617	68,942	61,138	(7,804)	-11.3%
Inter Agency Liaison	49,000	49,000	49,000	0	0.0%
Recon Youth Edu/Employ	114,626	95,508	107,508	12,000	12.6%
HS LMB Mentoring Grant	63,805	48,387	43,501	(4,886)	-10.1%
Health Family/Nursing	2,811	0	107,584	107,584	0.0%

**BUDGET**  
**REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 APPROVED	INCREASE (DECREASE) OVER FY2023 APPROVED	
				AMOUNT	PERCENT
<b>STATE / FEDERAL GRANTS - Continued</b>					
<b>Economic Development</b>					
Online Telework Relief	94,874	0	0	0	0.0%
Cooperative Tourism	62,627	0	0	0	0.0%
Rural Maryland	0	2,500,000	0	(2,500,000)	-100.0%
<b>Land Use &amp; Growth Management (LUGM)</b>					
Critical Area	4,000	4,000	4,000	0	0.0%
MPO Metro Planning Org	0	0	18,100	18,100	0.0%
MHT Cert Local Gov't - Education	0	2,000	1,500	(500)	-25.0%
<b>Public Works and Transportation (DPW&amp;T)</b>					
Cares STS	909,598	0	0	0	0.0%
FAA Cares Act	25,313	0	0	0	0.0%
Cares STS Rural	831,083	0	0	0	0.0%
STS 5311-5307 Public	242,487	1,104,049	2,134,071	1,030,022	93.3%
STS Capital Equip	82,904	354,444	440,829	86,385	24.4%
St. Mary's Transit System ADA	0	135,000	135,000	0	0.0%
STS Capital Equip	(18,586)	0	0	0	0.0%
STS 5307 Public Add	1,760	0	0	1,760	0.0%
STS 533-Public Rural	2,834	0	0	0	0.0%
DSS Sunday Service	40,000	40,000	40,000	0	0.0%
STS 5311-5307 Public	20,000	0	0	0	0.0%
STS - SSTAP	0	255,598	134,098	(121,500)	-47.5%
HIDTA Vehicle/Fuel	0	0	7,500	7,500	0.0%
Tall Timber Mitigation	61,095	0	0	0	0.0%
<b>Recreation and Parks</b>					
Countywide Maintenance	3,255	5,000	5,000	0	0.0%
Elms Beach	10,000	10,000	10,000	0	0.0%
Portable Toilets/Trash	11,941	15,000	15,000	0	0.0%
<b>Information Technology</b>					
Pilot Proj Broadband Ext	223,752	0	0	0	0.0%
Neighborhood Connect Broadband	0	2,055,479	1,000,000	(1,055,479)	-51.3%
<b>Emergency Services</b>					
American Rescue Funds	5,693,867	11,023,993	0	(11,023,993)	-100.0%
Emergency Isaiahs TS	460,634	0	0	0	0.0%
Emergency Event Coronavirus	200,000	0	0	0	0.0%
Excelon Grant	6	0	20,000	20,000	0.0%
Emergency Management	91,700	91,000	91,000	0	0.0%
Emergency Numbers Board	209,649	1,660,950	1,036,300	(624,650)	-37.6%
American Rescue	11,437	0	0	0	0.0%
Excelon Grant	33,630	20,000	0	(20,000)	-100.0%
Homeland Security	51,965	118,000	118,000	0	0.0%
MIEMSS Emergency Medical	0	35,000	0	(35,000)	-100.0%
Waterway Grant	0	100,000	0	(100,000)	-100.0%
<b>Circuit Court</b>					
Cooperative Reimbursement	6,895	7,232	8,722	1,490	20.6%
Court House Security Enhancements	16,809	0	0	0	0.0%
Family Services	166,383	175,936	209,600	33,664	19.1%
Problem Solving Courts	0	0	329,814	329,814	0.0%
MDH/BHA Grant	84,607	84,607	84,607	0	0.0%
Recovery Court	237,388	325,584	0	(325,584)	-100.0%
<b>Human Resources</b>					
JJ Keller Training HR	2,500	0	0	0	0.0%

**BUDGET  
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 APPROVED	INCREASE (DECREASE) OVER FY2023 APPROVED	
				AMOUNT	PERCENT
<b>STATE / FEDERAL GRANTS - Continued</b>					
<b>Sheriff's Office</b>					
BJAG Grant - Equipment	16,562	17,075	17,792	717	4.2%
Cooperative Reimbursement	393,368	490,375	490,375	0	0.0%
Coronavirus Emergency Suppl-DOJ	33,852	0	0	0	0.0%
Critical Incident Training (CIT)	24,993	25,000	25,000	0	0.0%
Day Reporting	0	0	556,938	556,938	0.0%
Edward Byrne Opioid	30,000	30,000	30,000	0	0.0%
Exm&Tmt Act Grant	0	0	420,458	420,458	0.0%
Five County	68,310	68,310	70,530	2,220	3.2%
Friends Research Institute	5,000	8,500	25,000	16,500	194.1%
Heroin Coordinator	13,388	57,912	57,912	0	0.0%
HIDTA	7,500	7,500	0	(7,500)	-100.0%
Highway Safety SO - Adapt	3,136	6,000	6,000	0	0.0%
Highway Safety SO - Distract	500	4,000	4,000	0	0.0%
Highway Safety SO - impaired	9,798	13,500	13,500	0	0.0%
Jail Medication Treatment	168,888	394,424	0	(394,424)	-100.0%
Mental Health Services	59,559	59,559	65,845	6,286	10.6%
Police Accountability, Community & Transparency	0	0	47,117	47,117	0.0%
Path Project	30,190	30,190	30,190	0	0.0%
Police Protection Aid	949,144	948,976	1,319,367	370,391	39.0%
Police Recruitment & Retention	0	0	32,200	32,200	0.0%
School Resource Officers	148,807	211,566	204,369	(7,197)	-3.4%
Sex Offender Registration	40,171	23,200	26,800	3,600	15.5%
Sex Offender Registry	13,755	13,835	13,603	(232)	-1.7%
STOP Grant	394,627	522,536	522,536	0	0.0%
Alcohol Retail ID Educate	4,839	0	0	0	0.0%
Tobacco Enforcement	8,250	8,250	10,000	1,750	21.2%
<b>State's Attorney's Office</b>					
Cooperative Reimbursement	359,771	550,711	531,865	(18,846)	-3.4%
<b>Social Services</b>					
Legal Services Grant	92,168	96,420	96,420	0	0.0%
Appropriation Reserve	0	2,500,000	2,500,000	0	0.0%
<b>Total, State/Federal Grants</b>	<b>19,011,631</b>	<b>27,596,697</b>	<b>14,375,485</b>	<b>(13,221,212)</b>	<b>-47.9%</b>
<b>OTHER REVENUES</b>					
Investment income (Interest & Dividends)	184,733	275,000	1,600,000	1,325,000	481.8%
Disposal of Fixed Assets	808,123	215,000	365,000	150,000	69.8%
<b>Contributions and Donations:</b>					
Aging Grant Programs	42,338	28,000	28,000	0	0.0%
Community Services	2,705	7,700	7,000	(700)	-9.1%
CC-Drug Court Donations	1,497	0	0	0	0.0%
Emergency Services	0	26,880	28,760	1,880	7.0%
Sheriff's Office	1,442	0	1,000	1,000	0.0%
<b>Total - Other Revenues</b>	<b>1,040,838</b>	<b>552,580</b>	<b>2,029,760</b>	<b>1,477,180</b>	<b>267.3%</b>
<b>TOTAL, GENERAL FUND REVENUES</b>	<b>281,160,379</b>	<b>299,829,819</b>	<b>304,196,923</b>	<b>4,367,104</b>	<b>1.5%</b>
<b>OTHER FINANCING SOURCES</b>					
Appropriation of Fund Balance:					
Fund Balance - Pay-Go and Non-recurring	0	25,000,000	14,000,000	(11,000,000)	-44.0%
<b>Total - Other Financing Sources</b>	<b>0</b>	<b>25,000,000</b>	<b>14,000,000</b>	<b>(11,000,000)</b>	<b>-44.0%</b>
<b>TOTAL, GENERAL FUND REVENUES</b>	<b>\$281,160,379</b>	<b>\$324,829,819</b>	<b>\$318,196,923</b>	<b>(6,632,896)</b>	<b>-2.0%</b>



**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2022	FY2023	FY2024	FY2024	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2023 APPROVED	AMOUNT PERCENT
<b>GENERAL GOVERNMENT</b>						
<b>Legislative/County Commissioners</b>						
Legislative/County Commissioners	472,497	514,587	553,587	579,345	64,758	12.6%
County Administrator	404,017	603,297	643,222	777,664	174,367	28.9%
Public Information	308,070	332,958	330,258	339,228	6,270	1.9%
County Attorney	1,051,515	1,269,389	1,292,371	1,343,623	74,234	5.8%
<b>Total - Legislative/County Commissioners</b>	<b>2,236,099</b>	<b>2,720,231</b>	<b>2,819,438</b>	<b>3,039,860</b>	<b>319,629</b>	<b>11.8%</b>
<b>Finance</b>						
Administration/Budget	813,828	974,768	880,368	909,157	(65,611)	-6.7%
Accounting	839,890	959,203	959,203	980,133	20,930	2.2%
Auditing	37,662	50,000	50,000	50,000	0	0.0%
Procurement	402,402	421,706	421,586	454,655	32,949	7.8%
<b>Total - Finance</b>	<b>2,093,782</b>	<b>2,405,677</b>	<b>2,311,157</b>	<b>2,393,945</b>	<b>(11,732)</b>	<b>-0.5%</b>
<b>Total - Information Technology</b>	<b>4,452,904</b>	<b>7,437,025</b>	<b>7,170,930</b>	<b>7,221,577</b>	<b>(215,448)</b>	<b>-2.9%</b>
<b>Human Resources</b>						
Human Resources	1,083,982	1,349,717	1,340,412	1,561,449	211,732	15.7%
Risk Management	858,803	1,161,351	1,216,855	1,225,996	64,645	5.6%
Grants	4,664	0	0	0	0	0.0%
<b>Total - Human Resources</b>	<b>1,947,449</b>	<b>2,511,068</b>	<b>2,557,267</b>	<b>2,787,445</b>	<b>276,377</b>	<b>11.0%</b>
<b>Public Works &amp; Transportation (DPW&amp;T)</b>						
Development Review	253,634	270,379	270,379	279,094	8,715	3.2%
Mailroom/Messenger Services	130,006	148,593	149,893	129,696	(18,897)	-12.7%
Vehicle Maintenance Shop	1,671,657	1,727,799	1,727,999	1,812,900	85,101	4.9%
Building Services/Grant	4,714,290	5,374,312	5,620,486	5,659,724	285,412	5.3%
<b>Total - Public Works &amp; Transportation</b>	<b>6,769,587</b>	<b>7,521,083</b>	<b>7,768,757</b>	<b>7,881,414</b>	<b>360,331</b>	<b>4.8%</b>
<b>Land Use &amp; Growth Management</b>						
Administration	827,457	909,941	912,581	1,056,275	146,334	16.1%
Comprehensive Planning	332,102	402,160	402,160	425,552	23,392	5.8%
Development Services	268,304	353,913	352,713	399,770	45,857	13.0%
Zoning Administration	263,821	385,595	352,145	360,037	(25,558)	-6.6%
Planning Commission	24,539	25,586	25,586	25,372	(214)	-0.8%
Boards and Commissions	17,010	41,480	36,598	35,901	(5,579)	-13.4%
Historical Preservation	465	2,230	2,230	2,230	0	0.0%
Permit Services	345,338	377,731	378,081	433,938	56,207	14.9%
Inspections & Compliance	435,953	488,921	479,521	508,994	20,073	4.1%
Board of Electrical Examiners	2,578	13,500	5,200	5,200	(8,300)	-61.5%
Building Code Appeals Board	0	100	0	0	(100)	-100.0%
Commission on the Environment	179	1,575	2,773	2,773	1,198	76.1%
Plumbing & Gas Board	0	50	50	50	0	0.0%
Grants	0	2,000	1,500	1,500	(500)	-25.0%
<b>Total - Land Use &amp; Growth Management</b>	<b>2,517,746</b>	<b>3,004,782</b>	<b>2,951,138</b>	<b>3,257,592</b>	<b>252,810</b>	<b>8.4%</b>
<b>Circuit Court</b>						
Administration	1,013,150	1,242,438	1,418,720	1,440,678	198,240	16.0%
Law Library	33,936	41,250	42,250	42,250	1,000	2.4%
Grant	598,423	873,806	877,405	945,046	71,240	8.2%
<b>Orphans' Court</b>	<b>62,252</b>	<b>64,754</b>	<b>72,034</b>	<b>76,293</b>	<b>11,539</b>	<b>17.8%</b>
<b>Total - Circuit Court / Orphans' Court</b>	<b>1,707,761</b>	<b>2,222,248</b>	<b>2,410,409</b>	<b>2,504,267</b>	<b>282,019</b>	<b>12.7%</b>
<b>Office of the State's Attorney</b>						
Judicial	3,658,534	4,428,524	6,055,928	5,589,757	1,161,233	26.2%
Grants	578,448	885,017	854,784	784,427	(100,590)	-11.4%
<b>Total - State's Attorney</b>	<b>4,236,982</b>	<b>5,313,541</b>	<b>6,910,712</b>	<b>6,374,184</b>	<b>1,060,643</b>	<b>20.0%</b>
<b>Total - County Treasurer</b>	<b>466,605</b>	<b>512,190</b>	<b>579,923</b>	<b>573,927</b>	<b>61,737</b>	<b>12.1%</b>

**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2022	FY2023	FY2024	FY2024	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2023 APPROVED	AMOUNT PERCENT
<b>GENERAL GOVERNMENT - Continued</b>						
Total - Alcohol Beverage Board	311,497	459,984	429,084	438,922	(21,062)	-4.6%
Total - Board of Elections	1,136,978	2,223,966	1,899,068	2,051,192	(172,774)	-7.8%
Total - Ethics Commission	168	833	833	833	0	0.0%
Total - SDAT - Leonardtown Office	440,907	452,580	427,810	427,810	(24,770)	-5.5%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>28,318,465</b>	<b>36,785,208</b>	<b>38,236,526</b>	<b>38,952,968</b>	<b>2,167,760</b>	<b>5.9%</b>
<b>PUBLIC SAFETY</b>						
<b>Emergency Services</b>						
Emergency Communications Center	3,500,340	4,064,221	4,208,834	4,602,808	538,587	13.3%
Emergency Radio Communications	1,380,492	1,409,125	3,297,413	1,429,767	20,642	1.5%
Emergency Management	561,810	906,726	931,267	948,811	42,085	4.6%
Animal Control	1,135,344	1,983,706	1,924,797	2,000,424	16,718	0.8%
Grants (Recov-Princ FEMA & Emerg Events)	8,404,781	13,048,943	1,265,300	1,265,300	(11,783,643)	-90.3%
<b>Total Emergency Services</b>	<b>14,982,767</b>	<b>21,412,721</b>	<b>11,627,611</b>	<b>10,247,110</b>	<b>(11,165,611)</b>	<b>-52.1%</b>
<b>Office of the Sheriff</b>						
Law Enforcement	31,598,684	37,782,549	40,388,416	39,385,476	1,602,927	4.2%
Corrections	14,370,592	17,492,262	17,827,960	18,052,997	560,735	3.2%
Training	280,614	360,177	400,177	400,177	40,000	11.1%
Canine	30,168	34,760	35,260	35,260	500	1.4%
Court Security	836,093	951,318	951,318	1,070,076	118,758	12.5%
Grants	1,803,410	2,335,098	3,045,422	2,996,375	661,277	28.3%
<b>Total Office of the Sheriff</b>	<b>48,919,561</b>	<b>58,956,164</b>	<b>62,648,553</b>	<b>61,940,361</b>	<b>2,984,197</b>	<b>5.1%</b>
<b>TOTAL PUBLIC SAFETY</b>	<b>63,902,328</b>	<b>80,368,885</b>	<b>74,276,164</b>	<b>72,187,471</b>	<b>(8,181,414)</b>	<b>-10.2%</b>
<b>PUBLIC WORKS</b>						
<b>Public Works &amp; Transportation (DPW&amp;T)</b>						
Administration	414,258	624,562	622,023	672,238	47,676	7.6%
Engineering Services	1,035,001	1,182,328	1,206,490	1,211,768	29,440	2.5%
Construction & Inspections	876,161	994,155	1,132,244	1,021,544	27,389	2.8%
County Highways	6,590,875	6,879,088	6,614,073	5,889,377	(989,711)	-14.4%
MS4 Program	545,306	898,806	948,170	965,047	66,241	7.4%
St Mary's County Airport	154,940	223,285	326,685	184,928	(38,357)	-17.2%
Grants (principally STS)	2,677,184	3,984,972	3,730,857	4,255,712	270,740	6.8%
<b>TOTAL PUBLIC WORKS</b>	<b>12,293,725</b>	<b>14,787,196</b>	<b>14,580,542</b>	<b>14,200,614</b>	<b>(586,582)</b>	<b>-4.0%</b>
<b>HEALTH</b>						
<b>Total - Department of Health</b>	<b>2,874,709</b>	<b>3,198,052</b>	<b>8,461,839</b>	<b>5,029,587</b>	<b>1,831,535</b>	<b>57.3%</b>
<b>Department Of Agriculture - Mosquito Control</b>	<b>91,975</b>	<b>102,000</b>	<b>115,000</b>	<b>115,000</b>	<b>13,000</b>	<b>12.7%</b>
<b>Aging &amp; Human Services</b>						
Human Services-Admin Grants (0409)	71,485	119,942	162,090	167,131	47,189	39.3%
Grants - Human Services (Non-Admin.-440)	5,129,083	313,847	368,731	368,730	54,883	17.5%
<b>Total - Aging &amp; Human Services</b>	<b>5,200,568</b>	<b>433,789</b>	<b>530,821</b>	<b>535,861</b>	<b>102,072</b>	<b>23.5%</b>
<b>TOTAL HEALTH</b>	<b>8,167,252</b>	<b>3,733,841</b>	<b>9,107,660</b>	<b>5,680,448</b>	<b>1,946,607</b>	<b>52.1%</b>

**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2022	FY2023	FY2024	FY2024	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2023 APPROVED	AMOUNT PERCENT
<b>SOCIAL SERVICES</b>						
<b>Aging &amp; Human Services</b>						
Aging Administration	2,082,703	2,753,070	3,161,507	2,934,157	181,087	6.6%
Grants - Aging	1,137,126	1,266,829	1,338,315	1,411,913	145,084	11.5%
Non-Profit Allocation	785,377	793,727	793,727	795,547	1,820	0.2%
<b>Total - Aging &amp; Human Services</b>	<b>4,005,206</b>	<b>4,813,626</b>	<b>5,293,549</b>	<b>5,141,617</b>	<b>327,991</b>	<b>6.8%</b>
<b>Total - Department of Social Services</b>	<b>478,643</b>	<b>497,819</b>	<b>547,242</b>	<b>566,965</b>	<b>69,146</b>	<b>13.9%</b>
<b>Other State Agencies</b>						
So.MD Tri-County Comm. Action	16,000	35,000	71,368	35,000	0	0.0%
Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	143,600	0	0.0%
<b>Total - Other State Agencies</b>	<b>159,600</b>	<b>178,600</b>	<b>214,968</b>	<b>178,600</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL SOCIAL SERVICES</b>	<b>4,643,449</b>	<b>5,490,045</b>	<b>6,055,759</b>	<b>5,887,182</b>	<b>397,137</b>	<b>7.2%</b>
<b>PRIMARY &amp; SECONDARY EDUCATION</b>						
County Appropriation - BOE	114,540,492	121,524,907	130,015,513	128,069,907	6,545,000	5.4%
Non-Public School Bus Transportation	2,901,247	3,454,842	4,204,608	4,181,455	726,613	21.0%
Non-Profit Allocation	34,675	43,175	43,175	43,175	0	0.0%
<b>TOTAL PRIMARY &amp; SECONDARY EDUCATION</b>	<b>117,476,414</b>	<b>125,022,924</b>	<b>134,263,296</b>	<b>132,294,537</b>	<b>7,271,613</b>	<b>5.8%</b>
<b>POST SECONDARY EDUCATION</b>						
County Appropriation - College of So MD University System of Maryland at Southern Maryland (USMSM)	4,606,956	4,758,945	5,009,058	5,009,058	250,113	5.3%
	40,000	40,000	40,000	40,000	0	0%
<b>TOTAL POST SECONDARY EDUCATION</b>	<b>4,646,956</b>	<b>4,798,945</b>	<b>5,049,058</b>	<b>5,049,058</b>	<b>250,113</b>	<b>5.2%</b>
<b>PARKS, RECREATION &amp; CULTURE</b>						
<b>Recreation &amp; Parks - Department</b>						
Administration	1,310,406	1,401,293	1,488,127	1,522,178	120,885	8.6%
Parks Maintenance	2,657,568	2,794,393	3,256,303	3,304,865	510,472	18.3%
Grants Division	25,196	30,100	30,000	30,181	81	0.3%
Museum Division	800,813	827,985	870,835	931,744	103,759	12.5%
Non-Profit Allocation	138,200	166,700	166,700	136,330	(30,370)	-18.2%
<b>TOTAL PARKS, RECREATION, &amp; CULTURE</b>	<b>4,932,183</b>	<b>5,220,471</b>	<b>5,811,965</b>	<b>5,925,298</b>	<b>704,827</b>	<b>13.5%</b>
<b>County Appropriation - TOTAL LIBRARY</b>	<b>3,078,258</b>	<b>3,310,048</b>	<b>4,687,545</b>	<b>3,828,048</b>	<b>518,000</b>	<b>15.6%</b>
<b>CONSERVATION OF NATURAL RESOURCES</b>						
University of MD Extension-St. Mary's	264,924	280,786	295,716	295,716	14,930	5.3%
Soil Conservation District	98,552	108,078	123,373	123,373	15,295	14.2%
SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Southern Maryland RC&D	15,300	15,300	15,300	15,300	0	0.0%
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)	310,268	389,492	325,742	357,312	(32,180)	-8.3%
<b>TOTAL CONSV. OF NATURAL RESOURCES</b>	<b>704,044</b>	<b>808,656</b>	<b>775,131</b>	<b>806,701</b>	<b>(1,955)</b>	<b>-0.2%</b>

**EXPENDITURES - SUMMARY BY FUNCTION DETAIL**

DEPARTMENT / SPENDING UNIT	FY2022	FY2023	FY2024	FY2024	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED	OVER FY2023 APPROVED	AMOUNT PERCENT
<b>ECONOMIC &amp; DEVELOPMENT</b>						
<b>Economic Development - Department</b>						
Administration/Office of the Director	441,233	638,098	954,716	545,639	(92,459)	-14.5%
Tourism Development	400,194	400,194	400,194	480,312	80,118	20.0%
Agriculture & Seafood Development	413,691	519,323	434,323	476,416	(42,907)	-8.3%
Less Allocation (See above)	(310,268)	(389,492)	(325,742)	(357,312)	32,180	-8.3%
Business Development	661,858	664,107	664,107	674,441	10,334	1.6%
Non-Profit Allocation	55,580	33,580	33,580	38,580	5,000	14.9%
Grants	157,501	2,500,000	0	0	(2,500,000)	-100.0%
<b>Total - Economic Development</b>	<b>1,819,789</b>	<b>4,365,810</b>	<b>2,161,178</b>	<b>1,858,076</b>	<b>(2,507,734)</b>	<b>-57.4%</b>
<b>Human Resources</b>						
Commission for the Disabled	2,493	2,300	2,300	2,300	0	0.0%
<b>Total - Human Resources</b>	<b>2,493</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>0</b>	<b>0.0%</b>
<b>Office of Community Services</b>						
Community Services	504,670	605,008	624,247	653,814	48,806	8.1%
Human Relations Commission	0	1,850	1,850	1,850	0	0.0%
Commission for Women	4,619	7,000	7,000	7,000	0	0.0%
<b>Total - Office of Community Services</b>	<b>509,289</b>	<b>613,858</b>	<b>633,097</b>	<b>662,664</b>	<b>48,806</b>	<b>8.0%</b>
Tri-County Council for Southern Maryland	125,000	125,000	125,000	125,000	0	0.0%
<b>Total - Tri-County Council for Southern Maryland</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL ECONOMIC &amp; DEVELOPMENT</b>	<b>2,456,571</b>	<b>5,106,968</b>	<b>2,921,575</b>	<b>2,648,040</b>	<b>(2,458,928)</b>	<b>-48.1%</b>
<b>DEBT SERVICE / INTER-GOVERNMENTAL</b>						
<b>TOTAL DEBT SERVICE</b>	<b>14,523,048</b>	<b>13,267,798</b>	<b>15,541,412</b>	<b>15,541,412</b>	<b>2,273,614</b>	<b>17.1%</b>
<b>TOTAL INTER-GOVERNMENTAL - LEONARDTOWN TAX REBATE</b>	<b>44,460</b>	<b>70,929</b>	<b>72,786</b>	<b>72,786</b>	<b>1,857</b>	<b>2.6%</b>
<b>OTHER</b>						
Employer Contributions - Retiree Health Benefits	4,121,069	0	0	0	0	0.0%
Employer Contributions - Unemployment	(4,718)	25,000	10,000	10,000	(15,000)	-60.0%
Bank / GOB Costs	76,271	46,000	55,000	55,000	9,000	19.6%
<b>TOTAL OTHER</b>	<b>4,192,622</b>	<b>71,000</b>	<b>65,000</b>	<b>65,000</b>	<b>(6,000)</b>	<b>-8.5%</b>
<b>RESERVES</b>						
Reserve - Grant/Appropriation	0	2,500,000	2,500,000	2,500,000	0	0.0%
Reserve - Bond Rating	1,320,000	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
<b>TOTAL RESERVES</b>	<b>1,320,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>0</b>	<b>0.0%</b>
<b>TRANSFERS</b>						
Pay-Go	7,663,833	22,586,905	10,467,966	11,657,360	(10,929,545)	-48.4%
<b>TOTAL TRANSFERS</b>	<b>7,663,833</b>	<b>22,586,905</b>	<b>10,467,966</b>	<b>11,657,360</b>	<b>(10,929,545)</b>	<b>-48.4%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$278,363,608</b>	<b>\$324,829,819</b>	<b>\$325,312,385</b>	<b>\$318,196,923</b>	<b>(6,632,896)</b>	<b>-2.04%</b>

## THE GENERAL FUND EXPENDITURES STRUCTURE

The detailed budget pages which follow provide a breakdown by department/spending unit of the audited FY2022 expenditures, the original approved FY2023 budget, and both the requested and approved FY2024 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**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>COUNTY DEPARTMENTS</b>						
<b>County Commissioners/County Admin.</b>						
Legislative/County Commissioners						
Personal Services	435,893	473,507	473,507	531,265	57,758	12.2%
Operating Supplies	1,482	1,300	1,300	1,300	0	0.0%
Communications	4,131	3,750	3,750	3,750	0	0.0%
Transportation	1,140	2,150	2,150	2,150	0	0.0%
Miscellaneous	29,851	33,880	72,880	40,880	7,000	20.7%
<b>Legislative/County Commissioners</b>	<b>472,497</b>	<b>514,587</b>	<b>553,587</b>	<b>579,345</b>	<b>64,758</b>	<b>12.6%</b>
County Administrator						
Personal Services	385,939	576,740	576,740	624,182	47,442	8.2%
Operating Supplies	7,685	12,125	12,125	7,900	(4,225)	-34.8%
Professional Services	6,952	8,732	8,732	8,732	0	0.0%
Communications	742	2,100	2,100	2,100	0	0.0%
Transportation	43	100	250	250	150	150.0%
Miscellaneous	2,656	2,000	43,275	134,500	132,500	6625.0%
Equipment	0	1,500	0	0	(1,500)	-100.0%
<b>County Administrator</b>	<b>404,017</b>	<b>603,297</b>	<b>643,222</b>	<b>777,664</b>	<b>175,867</b>	<b>29.2%</b>
Public Information						
Personal Services	291,937	310,298	310,298	319,268	8,970	2.9%
Operating Supplies	2,763	3,950	3,950	3,950	0	0.0%
Communications	500	1,000	1,000	1,000	0	0.0%
Transportation	81	120	220	220	100	83.3%
Miscellaneous	12,789	17,590	14,790	14,790	(2,800)	-15.9%
<b>Public Information</b>	<b>308,070</b>	<b>332,958</b>	<b>330,258</b>	<b>339,228</b>	<b>6,270</b>	<b>1.9%</b>
<b>Total - County Commissioners/County Admin.</b>	<b>1,184,584</b>	<b>1,450,842</b>	<b>1,527,067</b>	<b>1,696,237</b>	<b>245,395</b>	<b>16.9%</b>
<b>Aging &amp; Human Services</b>						
Aging Administration						
Personal Services	1,692,594	2,182,558	2,532,495	2,314,145	131,587	6.0%
Operating Supplies	229,725	365,089	362,889	353,889	(11,200)	-3.1%
Professional Services	74,671	99,000	169,700	169,700	70,700	71.4%
Communications	28,868	30,000	30,000	30,000	0	0.0%
Transportation	15,543	33,663	33,663	33,663	0	0.0%
Miscellaneous	4,704	6,076	6,076	6,076	0	0.0%
Equipment	19,659	20,000	10,000	10,000	(10,000)	-50.0%
Other - Lease Payments	16,939	16,684	16,684	16,684	0	0.0%
<b>Aging Administration</b>	<b>2,082,703</b>	<b>2,753,070</b>	<b>3,161,507</b>	<b>2,934,157</b>	<b>181,087</b>	<b>6.6%</b>
Grants - Aging						
Personal Services	782,216	893,858	866,293	815,627	(78,231)	-8.8%
Operating Supplies	182,706	204,552	286,607	301,388	96,836	47.3%
Professional Services	138,726	147,941	129,122	132,324	(15,617)	-10.6%
Communications	1,907	1,324	1,324	1,324	0	0.0%
Transportation	10,273	17,291	19,389	19,389	2,098	12.1%
Insurance	537	529	1,777	1,777	1,248	235.9%
Miscellaneous	726	1,334	33,803	140,084	138,750	10401.0%
Equipment	20,035	0	0	0	0	100.0%
<b>Grants - Aging</b>	<b>1,137,126</b>	<b>1,266,829</b>	<b>1,338,315</b>	<b>1,411,913</b>	<b>145,084</b>	<b>11.5%</b>
Human Services-Admin Grants						
Personal Services	70,769	110,303	133,815	138,856	28,553	25.9%
Operating Supplies	440	1,998	1,998	1,998	0	0.0%
Professional Services	276	7,441	26,077	26,077	18,636	250.5%
Miscellaneous	0	200	200	200	0	0.0%
<b>Human Services-Admin Grants</b>	<b>71,485</b>	<b>119,942</b>	<b>162,090</b>	<b>167,131</b>	<b>47,189</b>	<b>39.3%</b>
Community Services						
Personal Services	348,249	439,751	458,990	488,557	48,806	11.1%
Operating Supplies	1,549	4,373	4,373	4,373	0	0.0%
Professional Services	3,692	5,927	5,927	5,927	0	0.0%
Communications	2,586	3,350	3,350	3,350	0	0.0%
Transportation	44	2,650	2,650	2,650	0	0.0%
Rentals	0	407	407	407	0	0.0%
Miscellaneous	148,550	148,550	148,550	148,550	0	0.0%
<b>Community Services</b>	<b>504,670</b>	<b>605,008</b>	<b>624,247</b>	<b>653,814</b>	<b>48,806</b>	<b>8.1%</b>
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%
<b>Human Relations Commission</b>	<b>0</b>	<b>1,850</b>	<b>1,850</b>	<b>1,850</b>	<b>0</b>	<b>0.0%</b>



**BUDGET  
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>Aging &amp; Human Services - continued</b>						
Commission for Women						
Operating Supplies	960	765	765	765	0	0.0%
Professional Services	500	5,335	5,335	5,335	0	0.0%
Rentals	0	400	400	400	0	0.0%
Miscellaneous	3,159	500	500	500	0	0.0%
<b>Commission for Women</b>	<b>4,619</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>	<b>0.0%</b>
Non-Profits - Aging & Human Services						
Miscellaneous (Operating Allocation)	785,377	793,727	793,727	795,547	1,820	0.2%
<b>Non-Profits - Aging &amp; Human Services</b>	<b>785,377</b>	<b>793,727</b>	<b>793,727</b>	<b>795,547</b>	<b>1,820</b>	<b>0.2%</b>
Grants - Human Services (Non-Administration)						
Professional Services	5,330,532	313,847	368,731	368,730	54,883	17.5%
Grant - Other Human Services (445)	(201,449)	0	0	0	0	0.0%
<b>Grants - Human Services (Non-Admin.)</b>	<b>5,129,083</b>	<b>313,847</b>	<b>368,731</b>	<b>368,730</b>	<b>54,883</b>	<b>17.5%</b>
<b>Total - Aging &amp; Human Services</b>	<b>9,715,063</b>	<b>5,861,273</b>	<b>6,457,467</b>	<b>6,340,142</b>	<b>478,869</b>	<b>8.2%</b>
<b>County Attorney</b>						
Personal Services	923,487	1,095,416	1,131,440	1,177,039	81,623	7.5%
Operating Supplies	37,887	44,962	45,765	45,765	803	1.8%
Professional Services	62,963	66,301	50,301	50,301	(16,000)	-24.1%
Communications	4,533	3,300	3,300	3,300	0	0.0%
Transportation	57	600	1,056	1,056	456	76.0%
Miscellaneous	19,770	24,620	28,900	28,900	4,280	17.4%
Equipment	2,818	2,581	0	0	(2,581)	-100.0%
<b>County Attorney</b>	<b>1,051,515</b>	<b>1,237,780</b>	<b>1,260,762</b>	<b>1,306,361</b>	<b>68,581</b>	<b>5.5%</b>
Police Accountability Board/Admin Charging Committee						
Personal Services	0	31,609	31,609	37,262	5,653	17.9%
<b>PAB and ACC</b>	<b>0</b>	<b>31,609</b>	<b>31,609</b>	<b>37,262</b>	<b>5,653</b>	<b>17.9%</b>
<b>Total - County Attorney</b>	<b>1,051,515</b>	<b>1,269,389</b>	<b>1,292,371</b>	<b>1,343,623</b>	<b>74,234</b>	<b>5.8%</b>
<b>Economic Development</b>						
Administration/Office of the Director						
Personal Services	417,955	443,510	584,226	431,051	(12,459)	-2.8%
Operating Supplies	8,764	12,060	12,060	12,060	0	0.0%
Professional Services	2,122	152,900	333,802	77,900	(75,000)	-49.1%
Communications	6,875	12,900	12,900	12,900	0	0.0%
Transportation	660	2,200	2,200	2,200	0	0.0%
Rentals	33	168	168	168	0	0.0%
Miscellaneous	4,618	14,360	9,360	9,360	(5,000)	-34.8%
Equipment	206	0	0	0	0	0.0%
<b>Administration/Office of the Director</b>	<b>441,233</b>	<b>638,098</b>	<b>954,716</b>	<b>545,639</b>	<b>(92,459)</b>	<b>-14.5%</b>
Tourism Development						
Professional Services	400,194	400,194	400,194	480,312	80,118	20.0%
<b>Tourism Development</b>	<b>400,194</b>	<b>400,194</b>	<b>400,194</b>	<b>480,312</b>	<b>80,118</b>	<b>20.0%</b>
Agriculture & Seafood Development						
Personal Services	401,692	421,342	421,342	463,435	42,093	10.0%
Operating Supplies	10,320	12,092	12,092	12,092	0	0.0%
Professional Services	1,200	85,000	0	0	(85,000)	-100.0%
Transportation	0	258	258	258	0	0.0%
Miscellaneous	479	631	631	631	0	0.0%
<b>Agriculture &amp; Seafood Development</b>	<b>413,691</b>	<b>519,323</b>	<b>434,323</b>	<b>476,416</b>	<b>(42,907)</b>	<b>-8.3%</b>
Business Development						
Personal Services	278,956	323,907	323,907	334,241	10,334	3.2%
Operating Supplies	89,748	73,280	73,280	73,280	0	0.0%
Professional Services	76,925	110,536	110,536	110,536	0	0.0%
Transportation	46	1,000	1,000	1,000	0	0.0%
Miscellaneous	134,485	148,944	148,944	148,944	0	0.0%
Equipment & Furniture	75,617	0	0	0	0	0.0%
Other	6,081	6,440	6,440	6,440	0	0.0%
<b>Business Development</b>	<b>661,858</b>	<b>664,107</b>	<b>664,107</b>	<b>674,441</b>	<b>10,334</b>	<b>1.6%</b>
Non-Profits - Economic Development						
Miscellaneous-Economic Development	12,500	12,500	12,500	12,500	0	0.0%
Miscellaneous-Economic Development Conservation	55,580	33,580	33,580	38,580	5,000	14.9%
Miscellaneous-Post Secondary Education	34,675	43,175	43,175	43,175	0	0.0%
<b>Non-Profits - Economic Development</b>	<b>102,755</b>	<b>89,255</b>	<b>89,255</b>	<b>94,255</b>	<b>5,000</b>	<b>5.6%</b>
Grants						
Operating Supplies	62,627	0	0	0	0	0.0%
Miscellaneous	94,874	2,500,000	0	0	(2,500,000)	-100.0%
<b>Grants</b>	<b>157,501</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>(2,500,000)</b>	<b>-100.0%</b>
<b>Total - Economic Development</b>	<b>2,177,232</b>	<b>4,810,977</b>	<b>2,542,595</b>	<b>2,271,063</b>	<b>(2,539,914)</b>	<b>-52.8%</b>

**BUDGET  
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>Emergency Services</b>						
Emergency Communications						
Personal Services	3,201,370	3,588,967	3,895,273	4,293,147	704,180	19.6%
Operating Supplies	50,349	51,871	62,189	58,289	6,418	12.4%
Professional Services	29,248	46,750	38,832	38,832	(7,918)	-16.9%
Communications	111,259	340,536	170,318	170,318	(170,218)	-50.0%
Transportation	7,259	14,617	15,617	15,617	1,000	6.8%
Rentals	3,000	0	3,000	3,000	3,000	0.0%
Miscellaneous	4,426	12,050	12,050	12,050	0	0.0%
Equipment	84,736	0	2,125	2,125	2,125	0.0%
Other - Lease Payment	8,693	9,430	9,430	9,430	0	0.0%
<b>Emergency Communications</b>	<b>3,500,340</b>	<b>4,064,221</b>	<b>4,208,834</b>	<b>4,602,808</b>	<b>538,587</b>	<b>13.3%</b>
Emergency Radio Communications						
Personal Services	243,452	332,055	332,055	339,365	7,310	2.2%
Operating Supplies	18,962	27,800	28,000	28,000	200	0.7%
Professional Services	857,822	890,473	923,094	912,978	22,505	2.5%
Communications	656	4,700	4,700	4,700	0	0.0%
Transportation	3,619	5,000	5,000	5,000	0	0.0%
Rentals	35,613	37,297	38,710	38,710	1,413	3.8%
Miscellaneous	0	3,950	3,950	3,950	0	0.0%
Equipment	42,001	99,455	1,953,509	88,669	(10,786)	-10.8%
Other - Lease Payments	178,367	8,395	8,395	8,395	0	0.0%
<b>Emergency Radio Communications</b>	<b>1,380,492</b>	<b>1,409,125</b>	<b>3,297,413</b>	<b>1,429,767</b>	<b>20,642</b>	<b>1.5%</b>
Emergency Management						
Personal Services	418,145	661,404	661,404	678,948	17,544	2.7%
Operating Supplies	49,988	61,700	81,900	81,900	20,200	32.7%
Professional Services	25,682	44,050	44,050	44,050	0	0.0%
Communications	17,665	26,600	26,600	26,600	0	0.0%
Transportation	4,705	10,000	10,000	10,000	0	0.0%
Miscellaneous	8,063	35,500	40,500	40,500	5,000	14.1%
Equipment	25,558	55,659	55,000	55,000	(659)	-1.2%
Other - Lease Payments	12,004	11,813	11,813	11,813	0	0.0%
<b>Emergency Management</b>	<b>561,810</b>	<b>906,726</b>	<b>931,267</b>	<b>948,811</b>	<b>42,085</b>	<b>4.6%</b>
Animal Services						
Personal Services	494,456	1,413,126	1,655,264	1,690,160	277,034	19.6%
Operating Supplies	8,275	149,100	147,007	189,965	40,865	27.4%
Professional Services	540,688	193,648	66,773	64,546	(129,102)	-66.7%
Communications	3,594	14,700	4,600	4,600	(10,100)	-68.7%
Transportation	27,299	45,932	43,432	43,432	(2,500)	-5.4%
Miscellaneous	2,149	6,350	5,450	5,450	(900)	-14.2%
Equipment	46,071	160,850	2,271	2,271	(158,579)	-98.6%
Other - Lease Payments	12,812	0	0	0	0	0.0%
<b>Animal Services</b>	<b>1,135,344</b>	<b>1,983,706</b>	<b>1,924,797</b>	<b>2,000,424</b>	<b>16,718</b>	<b>0.8%</b>
Grants						
Personal Services	504,460	0	0	0	0	0.0%
Operating Supplies	187,289	30,800	45,800	45,800	15,000	48.7%
Professional Services	1,304,419	433,800	444,000	444,000	10,200	2.4%
Communications	1,582	546	0	0	(546)	-100.0%
Transportation	86	0	0	0	0	0.0%
Miscellaneous - American Rescue Act	4,618,075	11,023,993	0	0	(11,023,993)	-100.0%
Capital Improvements	637,149	0	0	0	0	0.0%
Equipment	1,151,721	1,559,804	775,500	775,500	(784,304)	-50.3%
<b>Grants (Equip.,Recov-Princ FEMA &amp; EmergEvts)</b>	<b>8,404,781</b>	<b>13,048,943</b>	<b>1,265,300</b>	<b>1,265,300</b>	<b>(11,783,643)</b>	<b>-90.3%</b>
<b>Total - Emergency Services</b>	<b>14,982,767</b>	<b>21,412,721</b>	<b>11,627,611</b>	<b>10,247,110</b>	<b>(11,165,611)</b>	<b>-52.1%</b>

**BUDGET  
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>Finance</b>						
Administration/Budget						
Personal Services	782,975	835,118	835,118	863,907	28,789	3.4%
Operating Supplies	10,635	16,575	17,000	17,000	425	2.6%
Professional Services	5,131	104,190	9,250	9,250	(94,940)	-91.1%
Communications	12,783	14,485	14,500	14,500	15	0.1%
Transportation	0	300	300	300	0	0.0%
Miscellaneous	2,304	4,100	4,200	4,200	100	2.4%
<b>Administration/Budget</b>	<b>813,828</b>	<b>974,768</b>	<b>880,368</b>	<b>909,157</b>	<b>(65,611)</b>	<b>-6.7%</b>
Accounting						
Personal Services	830,591	946,493	946,493	967,423	20,930	2.2%
Operating Supplies	5,462	6,150	7,050	7,050	900	14.6%
Professional Services	1,158	1,160	0	0	(1,160)	-100.0%
Transportation	0	400	400	400	0	0.0%
Miscellaneous	337	5,000	5,260	5,260	260	5.2%
<b>Accounting</b>	<b>839,890</b>	<b>959,203</b>	<b>959,203</b>	<b>980,133</b>	<b>20,930</b>	<b>2.2%</b>
Auditing						
Professional Services	37,662	50,000	50,000	50,000	0	0.0%
<b>Auditing</b>	<b>37,662</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>
Procurement						
Personal Services	398,427	416,407	416,407	449,476	33,069	7.9%
Operating Supplies	2,108	2,675	2,675	2,675	0	0.0%
Communications	405	624	624	624	0	0.0%
Miscellaneous	1,462	2,000	1,880	1,880	(120)	-6.0%
<b>Procurement</b>	<b>402,402</b>	<b>421,706</b>	<b>421,586</b>	<b>454,655</b>	<b>32,949</b>	<b>7.8%</b>
<b>Total - Finance</b>	<b>2,093,782</b>	<b>2,405,677</b>	<b>2,311,157</b>	<b>2,393,945</b>	<b>(11,732)</b>	<b>-0.5%</b>
<b>Human Resources</b>						
Human Resources						
Personal Services	741,785	904,554	929,175	950,212	45,658	5.0%
Operating Supplies	85,571	94,110	104,280	104,280	10,170	10.8%
Professional Services	58,165	101,940	72,761	72,761	(29,179)	-28.6%
Communications	3,352	4,850	4,850	4,850	0	0.0%
Transportation	7	200	200	200	0	0.0%
Miscellaneous	194,752	244,063	229,146	429,146	185,083	75.8%
<b>Human Resources</b>	<b>1,083,982</b>	<b>1,349,717</b>	<b>1,340,412</b>	<b>1,561,449</b>	<b>211,732</b>	<b>15.7%</b>
Risk Management						
Personal Services	81,971	85,242	85,242	94,383	9,141	10.7%
Operating Supplies	986	5,645	5,655	5,655	10	0.2%
Professional Services	3,380	2,500	2,500	2,500	0	0.0%
Transportation	0	100	100	100	0	0.0%
Insurance	770,281	1,065,629	1,121,123	1,121,123	55,494	5.2%
Miscellaneous	2,185	2,235	2,235	2,235	0	0.0%
<b>Risk Management</b>	<b>858,803</b>	<b>1,161,351</b>	<b>1,216,855</b>	<b>1,225,996</b>	<b>64,645</b>	<b>5.6%</b>
Commission for the Disabled						
Operating Supplies	1,977	600	600	600	0	0.0%
Professional Services	198	1,700	1,700	1,700	0	0.0%
Miscellaneous	318	0	0	0	0	0.0%
<b>Commission for the Disabled</b>	<b>2,493</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>0</b>	<b>0.0%</b>
Grants						
Miscellaneous	4,664	0	0	0	0	0.0%
<b>Grants</b>	<b>4,664</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Total - Human Resources</b>	<b>1,949,942</b>	<b>2,513,368</b>	<b>2,559,567</b>	<b>2,789,745</b>	<b>276,377</b>	<b>11.0%</b>
<b>Information Technology</b>						
Personal Services	2,444,766	2,877,552	3,003,906	3,201,378	323,826	11.3%
Operating Supplies	1,131,551	1,805,925	2,210,725	2,217,807	411,882	22.8%
Professional Services	145,159	179,158	223,158	213,158	34,000	19.0%
Communications	117,768	122,832	122,832	122,832	0	0.0%
Transportation	615	1,200	1,200	1,200	0	0.0%
Rentals	99	150	0	0	(150)	-100.0%
Miscellaneous	2,656	1,000	1,000	1,000	0	0.0%
Equipment	232,053	234,979	502,359	358,452	123,473	52.5%
Other - Lease Payments	5,310	5,750	5,750	5,750	0	0.0%
Grant	372,927	2,208,479	1,100,000	1,100,000	(1,108,479)	-50.2%
<b>Total - Information Technology</b>	<b>4,452,904</b>	<b>7,437,025</b>	<b>7,170,930</b>	<b>7,221,577</b>	<b>(215,448)</b>	<b>-2.9%</b>

**BUDGET  
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED		
					AMOUNT	PERCENT	
<b>Land Use &amp; Growth Management (LUGM)</b>							
Administration							
Personal Services	776,400	813,261	813,261	956,955	143,694	17.7%	
Operating Supplies	25,268	54,050	54,050	54,050	0	0.0%	
Professional Services	13,441	22,900	25,540	25,540	2,640	11.5%	
Communications	10,772	16,320	16,320	16,320	0	0.0%	
Transportation	92	900	900	900	0	0.0%	
Rentals	105	200	200	200	0	0.0%	
Miscellaneous	668	2,310	2,310	2,310	0	0.0%	
Equipment	711	0	0	0	0	0.0%	
<b>Administration</b>	<b>827,457</b>	<b>909,941</b>	<b>912,581</b>	<b>1,056,275</b>	<b>146,334</b>	<b>16.1%</b>	
Comprehensive Planning							
Personal Services	312,140	395,000	395,000	418,392	23,392	5.9%	
Operating Supplies	175	2,300	2,350	2,350	50	2.2%	
Transportation	0	650	600	600	(50)	-7.7%	
Miscellaneous	531	4,210	4,210	4,210	0	0.0%	
Lease Payments	19,256	0	0	0	0	0.0%	
<b>Comprehensive Planning</b>	<b>332,102</b>	<b>402,160</b>	<b>402,160</b>	<b>425,552</b>	<b>23,392</b>	<b>5.8%</b>	
Development Services							
Personal Services	267,207	349,063	349,063	396,120	47,057	13.5%	
Operating Supplies	313	1,650	1,650	1,650	0	0.0%	
Transportation	17	400	400	400	0	0.0%	
Miscellaneous	767	2,800	1,600	1,600	(1,200)	-42.9%	
<b>Development Services</b>	<b>268,304</b>	<b>353,913</b>	<b>352,713</b>	<b>399,770</b>	<b>45,857</b>	<b>13.0%</b>	
Zoning Administration							
Personal Services	243,438	348,180	348,180	356,072	7,892	2.3%	
Operating Supplies	15,260	475	1,175	1,175	700	147.4%	
Professional Services	4,725	35,000	0	0	(35,000)	-100.0%	
Miscellaneous	398	1,940	2,465	2,465	525	27.1%	
Equipment	0	0	325	325	325	0.0%	
<b>Zoning Administration</b>	<b>263,821</b>	<b>385,595</b>	<b>352,145</b>	<b>360,037</b>	<b>(25,558)</b>	<b>-6.6%</b>	
Planning Commission							
Personal Services	23,801	24,166	24,166	23,952	(214)	-0.9%	
Miscellaneous	703	1,420	1,420	1,420	0	0.0%	
<b>Planning Commission</b>	<b>24,539</b>	<b>25,586</b>	<b>25,586</b>	<b>25,372</b>	<b>(214)</b>	<b>-0.8%</b>	
Boards and Commissions							
Personal Services	15,824	38,310	17,428	16,731	(21,579)	-56.3%	
Professional Services	0	0	16,000	16,000	16,000	0.0%	
Transportation	0	475	475	475	0	0.0%	
Miscellaneous	1,186	2,695	2,695	2,695	0	0.0%	
<b>Boards and Commissions</b>	<b>17,010</b>	<b>41,480</b>	<b>36,598</b>	<b>35,901</b>	<b>(5,579)</b>	<b>-13.4%</b>	
Historical Preservation							
Operating Supplies	40	1,300	1,300	1,300	0	0.0%	
Miscellaneous	425	930	930	930	0	0.0%	
<b>Historical Preservation</b>	<b>465</b>	<b>2,230</b>	<b>2,230</b>	<b>2,230</b>	<b>0</b>	<b>0.0%</b>	
Permit Services							
Personal Services	344,521	375,881	375,881	431,738	55,857	14.9%	
Operating Supplies	395	1,200	1,200	1,200	0	0.0%	
Professional Services	22	50	50	50	0	0.0%	
Miscellaneous	400	600	950	950	350	58.3%	
<b>Permit Services</b>	<b>345,338</b>	<b>377,731</b>	<b>378,081</b>	<b>433,938</b>	<b>56,207</b>	<b>14.9%</b>	
Inspections & Compliance							
Personal Services	392,060	430,235	430,235	443,608	13,373	3.1%	
Operating Supplies	3,421	6,150	6,150	6,150	0	0.0%	
Professional Services	9,978	15,620	25,740	25,740	10,120	64.8%	
Transportation	10,460	17,096	17,096	17,096	0	0.0%	
Miscellaneous	0	300	300	300	0	0.0%	
Equipment	619	0	0	16,100	16,100	0.0%	
Other - Lease Payments	19,415	19,520	0	0	(19,520)	-100.0%	
<b>Inspections &amp; Compliance</b>	<b>435,953</b>	<b>488,921</b>	<b>479,521</b>	<b>508,994</b>	<b>20,073</b>	<b>4.1%</b>	

**BUDGET  
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>Land Use &amp; Growth Management (LUGM) - continued</b>						
Board of Electrical Examiners						
Operating Supplies	0	700	700	700	0	0.0%
Professional Services	2,340	12,000	3,000	3,000	(9,000)	-75.0%
Communications	38	300	300	300	0	0.0%
Transportation	0	350	350	350	0	0.0%
Miscellaneous	200	150	850	850	700	466.7%
<b>Board of Electrical Examiners</b>	<b>2,578</b>	<b>13,500</b>	<b>5,200</b>	<b>5,200</b>	<b>(8,300)</b>	<b>-61.5%</b>
Building Code Appeals Board						
Miscellaneous	0	100	0	0	(100)	-100.0%
<b>Building Code Appeals Board</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>(100)</b>	<b>-100.0%</b>
Commission on the Environment						
Operating Supplies	179	1,525	2,573	2,573	1,048	68.7%
Communications	0	50	50	50	0	0.0%
Miscellaneous	0	0	150	150	150	0.0%
<b>Commission on the Environment</b>	<b>179</b>	<b>1,575</b>	<b>2,773</b>	<b>2,773</b>	<b>1,198</b>	<b>76.1%</b>
Plumbing & Gas Board						
Communications	0	50	50	50	0	0.0%
<b>Plumbing &amp; Gas Board</b>	<b>0</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0</b>	<b>0.0%</b>
Grants						
Miscellaneous	0	2,000	1,500	1,500	(500)	-25.0%
<b>Grants</b>	<b>0</b>	<b>2,000</b>	<b>1,500</b>	<b>1,500</b>	<b>(500)</b>	<b>-25.0%</b>
<b>Total - Land Use &amp; Growth Management</b>	<b>2,517,746</b>	<b>3,004,782</b>	<b>2,951,138</b>	<b>3,257,592</b>	<b>252,810</b>	<b>8.4%</b>

**BUDGET  
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED		
					AMOUNT	PERCENT	
<b>Public Works &amp; Transportation (DPW&amp;T)</b>							
Administration							
Personal Services	392,746	587,419	587,419	639,534	52,115	8.9%	
Operating Supplies	5,949	9,897	11,647	9,747	(150)	-1.5%	
Professional Services	2,966	2,822	3,022	3,022	200	7.1%	
Communications	10,329	12,125	12,225	12,225	100	0.8%	
Transportation	26	170	170	170	0	0.0%	
Miscellaneous	2,242	4,040	6,540	6,540	2,500	61.9%	
Equipment	0	8,089	1,000	1,000	(7,089)	-87.6%	
<b>Administration</b>	<b>414,258</b>	<b>624,562</b>	<b>622,023</b>	<b>672,238</b>	<b>47,676</b>	<b>7.6%</b>	
Engineering Services							
Personal Services	1,029,355	1,158,878	1,158,878	1,164,156	5,278	0.5%	
Operating Supplies	4,063	7,221	6,987	6,987	(234)	-3.2%	
Professional Services	0	2,075	0	0	(2,075)	-100.0%	
Transportation	1,248	2,600	2,600	2,600	0	0.0%	
Miscellaneous	335	1,025	1,025	1,025	0	0.0%	
Equipment	0	10,529	37,000	37,000	26,471	251.4%	
<b>Engineering Services</b>	<b>1,035,001</b>	<b>1,182,328</b>	<b>1,206,490</b>	<b>1,211,768</b>	<b>29,440</b>	<b>2.5%</b>	
Development Review							
Personal Services	253,550	269,379	270,129	278,844	9,465	3.5%	
Operating Supplies	84	1,000	250	250	(750)	-75.0%	
<b>Development Review</b>	<b>253,634</b>	<b>270,379</b>	<b>270,379</b>	<b>279,094</b>	<b>8,715</b>	<b>3.2%</b>	
Construction & Inspections							
Personal Services	632,445	717,885	806,775	724,400	6,515	0.9%	
Operating Supplies	3,270	5,871	7,221	5,871	0	0.0%	
Professional Services	219,591	221,595	221,745	221,745	150	0.1%	
Communications	2,585	4,420	3,970	3,970	(450)	-10.2%	
Transportation	18,270	33,358	33,358	33,358	0	0.0%	
Equipment	0	11,026	10,875	0	(11,026)	-100.0%	
Other - Lease Payment	0	0	48,300	32,200	32,200	0.0%	
<b>Construction &amp; Inspections</b>	<b>876,161</b>	<b>994,155</b>	<b>1,132,244</b>	<b>1,021,544</b>	<b>27,389</b>	<b>2.8%</b>	
County Highways							
Personal Services	3,247,555	3,699,895	3,699,895	3,947,699	247,804	6.7%	
Operating Supplies	77,219	94,350	98,300	98,300	3,950	4.2%	
Professional Services	157,770	278,041	280,476	280,476	2,435	0.9%	
Communications	9,456	7,000	10,000	10,000	3,000	42.9%	
Transportation	294,649	455,375	455,375	455,375	0	0.0%	
Public Utility Service	76,270	105,070	105,070	105,070	0	0.0%	
Rentals	2,729	30,000	5,000	5,000	(25,000)	-83.3%	
Snow Removal	1,398,780	1,104,225	1,104,225	304,225	(800,000)	-72.4%	
Miscellaneous	761,069	216,890	216,890	216,890	0	0.0%	
Equipment	191,242	691,000	0	(172,500)	(863,500)	-125.0%	
Other - Lease Payment	374,136	197,242	638,842	638,842	441,600	223.9%	
<b>County Highways</b>	<b>6,590,875</b>	<b>6,879,088</b>	<b>6,614,073</b>	<b>5,889,377</b>	<b>(989,711)</b>	<b>-14.4%</b>	
MS4 Program							
Personal Services	367,760	521,153	539,892	534,393	13,240	2.5%	
Operating Supplies	1,367	12,525	17,535	17,535	5,010	40.0%	
Professional Services	145,218	237,452	260,067	282,443	44,991	18.9%	
Communications	994	0	1,000	1,000	1,000	0.0%	
Repairs and Maintenance	15,993	110,633	110,633	110,633	0	0.0%	
Miscellaneous Services	4,014	6,923	8,923	8,923	2,000	28.9%	
Equipment	633	0	0	0	0	0.0%	
Other - Lease Payment	9,327	10,120	10,120	10,120	0	0.0%	
<b>MS4 Program</b>	<b>545,306</b>	<b>898,806</b>	<b>948,170</b>	<b>965,047</b>	<b>66,241</b>	<b>7.4%</b>	
Mailroom/Messenger Services							
Personal Services	119,281	126,109	126,109	105,912	(20,197)	-16.0%	
Operating Supplies	1,065	600	800	800	200	33.3%	
Communications	1,616	2,760	2,760	2,760	0	0.0%	
Transportation	1,634	2,724	2,724	2,724	0	0.0%	
Rentals	6,410	16,400	17,500	17,500	1,100	6.7%	
<b>Mailroom/Messenger Services</b>	<b>130,006</b>	<b>148,593</b>	<b>149,893</b>	<b>129,696</b>	<b>(18,897)</b>	<b>-12.7%</b>	



**BUDGET  
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>DPW &amp; T - Continued</b>						
Vehicle Maintenance Shop						
Personal Services	884,081	920,270	920,270	1,005,371	85,101	9.2%
Operating Supplies	46,575	60,686	60,686	60,686	0	0.0%
Professional Services	12,616	67,000	41,000	41,000	(26,000)	-38.8%
Communications	1,665	2,000	2,000	2,000	0	0.0%
Transportation	629,781	654,439	680,639	680,439	26,000	4.0%
Equipment & Furniture	56,560	0	0	0	0	0.0%
Other - Lease Payment	40,379	23,404	23,404	23,404	0	0.0%
<b>Vehicle Maintenance Shop</b>	<b>1,671,657</b>	<b>1,727,799</b>	<b>1,727,999</b>	<b>1,812,900</b>	<b>85,101</b>	<b>4.9%</b>
Non-Public School Bus Transportation						
Personal Services	99,874	112,867	112,867	86,431	(26,436)	-23.4%
Operating Supplies	1,040	1,250	1,000	1,000	(250)	-20.0%
Professional Services	2,757,080	3,294,062	4,044,078	4,047,361	753,299	22.9%
Communications	13,433	16,650	16,650	16,650	0	0.0%
Insurance	29,820	30,013	30,013	30,013	0	0.0%
<b>Non-Public School Bus Transportation</b>	<b>2,901,247</b>	<b>3,454,842</b>	<b>4,204,608</b>	<b>4,181,455</b>	<b>726,613</b>	<b>21.0%</b>
St. Mary's County Airport						
Personal Services	92,411	165,085	165,085	123,328	(41,757)	-25.3%
Operating Supplies	1,616	1,510	1,510	1,510	0	0.0%
Professional Services	20,607	27,000	27,000	27,000	0	0.0%
Communications	2,226	2,600	2,600	2,600	0	0.0%
Transportation	2,554	3,840	3,840	3,840	0	0.0%
Public Utility Service	9,091	10,000	10,000	10,000	0	0.0%
Miscellaneous	79	500	3,900	3,900	3,400	680.0%
Equipment & Furniture	13,398	0	100,000	0	0	0.0%
Lease Payments	12,958	12,750	12,750	12,750	0	0.0%
<b>St Mary's County Airport</b>	<b>154,940</b>	<b>223,285</b>	<b>326,685</b>	<b>184,928</b>	<b>(38,357)</b>	<b>-17.2%</b>
Grants (principally STS)						
Personal Services	1,957,104	3,110,891	2,803,494	3,215,426	104,535	3.4%
Operating Supplies	30,500	69,416	74,581	99,768	30,352	43.7%
Professional Services	46,527	292,824	438,689	502,569	209,745	71.6%
Communications	6,808	7,175	7,175	7,175	0	0.0%
Transportation	533,035	447,431	347,431	371,287	(76,144)	-17.0%
Public Utility Service	(25,911)	0	0	0	0	0.0%
Insurance	64,344	49,070	49,070	49,070	0	0.0%
Miscellaneous	(934)	8,165	6,165	10,417	2,252	27.6%
Equipment	65,711	0	4,252	0	0	0.0%
<b>Grants (principally STS)</b>	<b>2,677,184</b>	<b>3,984,972</b>	<b>3,730,857</b>	<b>4,255,712</b>	<b>270,740</b>	<b>6.8%</b>
Building Services						
Personal Services	2,086,665	2,361,978	2,507,170	2,619,273	257,295	10.9%
Operating Supplies	117,870	127,992	140,992	142,092	14,100	11.0%
Professional Services	250,116	325,824	349,409	345,324	19,500	6.0%
Communications	25,378	26,880	26,880	26,880	0	0.0%
Transportation	59,805	98,692	98,692	98,692	0	0.0%
Public Utility Service	1,850,249	2,219,697	2,284,577	2,259,697	40,000	1.8%
Repairs and Maintenance	78,117	101,609	99,055	99,055	(2,554)	-2.5%
Rentals	0	2,352	2,352	2,352	0	0.0%
Equipment	0	70,529	45,000	0	(70,529)	-100.0%
Other - Lease Payment	62,382	38,759	66,359	66,359	27,600	71.2%
Grants	183,708	0	0	0	0	0.0%
<b>Building Services</b>	<b>4,714,290</b>	<b>5,374,312</b>	<b>5,620,486</b>	<b>5,659,724</b>	<b>285,412</b>	<b>5.3%</b>
<b>Total - Public Works &amp; Transportation</b>	<b>21,964,559</b>	<b>25,763,121</b>	<b>26,553,907</b>	<b>26,263,483</b>	<b>500,362</b>	<b>1.9%</b>

**BUDGET  
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED		
					AMOUNT	PERCENT	
<b>Recreation &amp; Parks</b>							
Administration							
Personal Services	1,268,548	1,364,803	1,449,637	1,484,188	119,385	8.7%	
Operating Supplies	8,986	11,000	11,500	11,000	0	0.0%	
Professional Services	4,409	4,000	5,500	5,500	1,500	37.5%	
Communications	3,032	4,100	4,100	4,100	0	0.0%	
Transportation	2,723	3,200	3,200	3,200	0	0.0%	
Miscellaneous	10,024	14,190	14,190	14,190	0	0.0%	
Equipment	3,201	0	0	0	0	0.0%	
Other - Lease Payments	9,483	0	0	0	0	0.0%	
<b>Administration</b>	<b>1,310,406</b>	<b>1,401,293</b>	<b>1,488,127</b>	<b>1,522,178</b>	<b>120,885</b>	<b>8.6%</b>	
Parks Maintenance							
Personal Services	1,464,657	1,713,044	1,949,324	2,015,386	302,342	17.6%	
Operating Supplies	61,749	73,150	85,160	85,160	12,010	16.4%	
Professional Services	85,556	91,806	119,906	102,406	10,600	11.5%	
Communications	4,025	5,400	5,400	5,400	0	0.0%	
Transportation	62,167	100,593	100,593	100,593	0	0.0%	
Public Utility Service	169,310	138,550	192,340	192,340	53,790	38.8%	
Repairs and Maintenance	400,566	408,181	493,231	493,231	85,050	20.8%	
Rentals	80,901	113,090	118,090	118,090	5,000	4.4%	
Miscellaneous	5,259	8,840	8,840	8,840	0	0.0%	
Equipment	212,021	55,000	44,270	21,500	(33,500)	-60.9%	
Other - Lease Payments	19,809	17,085	39,395	62,165	45,080	263.9%	
<b>Parks Maintenance</b>	<b>2,566,020</b>	<b>2,724,739</b>	<b>3,156,549</b>	<b>3,205,111</b>	<b>480,372</b>	<b>17.6%</b>	
Non-Profits -Recreation & Parks							
Miscellaneous (Operating Allocation)	138,200	166,700	166,700	136,330	(30,370)	-18.2%	
<b>Non-Profits - Recreation &amp; Parks</b>	<b>138,200</b>	<b>166,700</b>	<b>166,700</b>	<b>136,330</b>	<b>(30,370)</b>	<b>-18.2%</b>	
Grants							
Personal Services	1,182	1,540	1,440	1,621	81	5.3%	
Professional Services	1,990	1,707	1,707	1,707	0	0.0%	
Public Utility Service	231	231	231	231	0	0.0%	
Repairs & Maintenance	3,255	5,000	5,000	5,000	0	0.0%	
Rentals	13,538	16,622	16,622	16,622	0	0.0%	
Miscellaneous	5,000	5,000	5,000	5,000	0	0.0%	
<b>Grants Division</b>	<b>25,196</b>	<b>30,100</b>	<b>30,000</b>	<b>30,181</b>	<b>81</b>	<b>0.3%</b>	
Museum Division							
Personal Services	674,520	657,103	684,603	701,712	44,609	6.8%	
Operating Supplies	19,064	29,350	29,350	29,350	0	0.0%	
Professional Services	19,708	35,335	40,185	40,185	4,850	13.7%	
Communications	7,779	7,500	7,500	7,500	0	0.0%	
Transportation	7,401	8,434	18,934	18,934	10,500	124.5%	
Public Utility Service	33,593	65,580	65,580	65,580	0	0.0%	
Repairs & Maintenance	28,156	7,608	7,608	47,608	40,000	525.8%	
Rentals	242	0	0	0	0	0.0%	
Insurance	6,650	5,100	5,100	8,900	3,800	74.5%	
Miscellaneous	2,995	5,450	5,450	5,450	0	0.0%	
Equipment	705	1,000	1,000	1,000	0	0.0%	
Other - Lease Payments	0	5,525	5,525	5,525	0	0.0%	
<b>Museum Division</b>	<b>800,813</b>	<b>827,985</b>	<b>870,835</b>	<b>931,744</b>	<b>103,759</b>	<b>12.5%</b>	
Chancellor's Run Regional Park							
Operating Supplies	15,138	17,154	17,154	17,154	0	0.0%	
Professional Services	36,909	38,000	68,000	68,000	30,000	78.9%	
Transportation	2,414	2,000	2,000	2,000	0	0.0%	
Public Utility	212	300	600	600	300	100.0%	
Repairs and Maintenance	10,338	12,200	12,000	12,000	(200)	-1.6%	
Equipment & Furniture	26,537	0	0	0	0	0.0%	
<b>Chancellor's Run Reg. Park</b>	<b>91,548</b>	<b>69,654</b>	<b>99,754</b>	<b>99,754</b>	<b>30,100</b>	<b>43.2%</b>	
<b>Total - Recreation &amp; Parks</b>	<b>4,932,183</b>	<b>5,220,471</b>	<b>5,811,965</b>	<b>5,925,298</b>	<b>704,827</b>	<b>13.5%</b>	

**BUDGET  
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>ELECTED OFFICIALS</b>						
<b>Circuit Court</b>						
Administration						
Personal Services	872,377	1,043,003	1,043,003	1,064,961	21,958	2.1%
Operating Supplies	25,197	35,585	37,085	37,085	1,500	4.2%
Professional Services	44,098	52,500	53,500	53,500	1,000	1.9%
Communications	20,513	27,300	29,300	29,300	2,000	7.3%
Transportation	0	3,000	3,000	3,000	0	0.0%
Miscellaneous	47,799	73,550	133,550	133,550	60,000	81.6%
Equipment	3,166	7,500	119,282	119,282	111,782	1490.4%
<b>Administration</b>	<b>1,013,150</b>	<b>1,242,438</b>	<b>1,418,720</b>	<b>1,440,678</b>	<b>198,240</b>	<b>16.0%</b>
Law Library						
Operating Supplies	30,065	41,250	42,250	42,250	1,000	2.4%
Equipment	3,871	0	0	0	0	0.0%
<b>Law Library</b>	<b>33,936</b>	<b>41,250</b>	<b>42,250</b>	<b>42,250</b>	<b>1,000</b>	<b>2.4%</b>
<b>Grants</b>						
Personal Services	333,206	436,757	433,155	371,235	(65,522)	-15.0%
Operating Supplies	82	1,872	1,725	1,725	(147)	-7.9%
Professional Services	237,829	419,911	425,535	555,096	135,185	32.2%
Communications	802	990	990	990	0	0.0%
Transportation	3,338	4,276	7,000	7,000	2,724	63.7%
Miscellaneous	6,357	10,000	9,000	9,000	(1,000)	-10.0%
Equipment	16,809	0	0	0	0	0.0%
<b>Grants</b>	<b>598,423</b>	<b>873,806</b>	<b>877,405</b>	<b>945,046</b>	<b>71,240</b>	<b>8.2%</b>
<b>Total - Circuit Court</b>	<b>1,645,509</b>	<b>2,157,494</b>	<b>2,338,375</b>	<b>2,427,974</b>	<b>270,480</b>	<b>12.5%</b>
<b>Orphans' Court</b>						
Personal Services	46,611	48,872	48,872	53,131	4,259	8.7%
Professional Services	700	350	5,350	350	0	0.0%
Operating Supplies	1,310	1,500	4,780	9,780	8,280	552.0%
Communications	1,961	3,072	3,072	3,072	0	0.0%
Miscellaneous	11,670	9,960	9,960	9,960	0	0.0%
Equipment	0	1,000	0	0	(1,000)	-100.0%
<b>Total - Orphans' Court</b>	<b>62,252</b>	<b>64,754</b>	<b>72,034</b>	<b>76,293</b>	<b>11,539</b>	<b>17.8%</b>
<b>Office of the Sheriff</b>						
Law Enforcement						
Personal Services	28,473,983	33,272,483	36,605,750	35,772,542	2,500,059	7.5%
Operating Supplies	710,215	695,399	783,819	766,399	71,000	10.2%
Professional Services	269,338	800,810	746,546	695,226	(105,584)	-13.2%
Communications	121,400	127,100	127,800	127,100	0	0.0%
Transportation	584,028	972,301	979,001	972,301	0	0.0%
Rentals	64,492	73,170	73,170	73,170	0	0.0%
Miscellaneous	127,696	140,250	147,600	147,600	7,350	5.2%
Equipment	532,869	1,482,239	181,457	107,513	(1,374,726)	-92.7%
Other - Lease Payments	714,663	218,797	743,273	723,625	504,828	230.7%
<b>Law Enforcement</b>	<b>31,598,684</b>	<b>37,782,549</b>	<b>40,388,416</b>	<b>39,385,476</b>	<b>1,602,927</b>	<b>4.2%</b>
Corrections						
Personal Services	11,682,323	14,601,121	14,869,699	15,047,736	446,615	3.1%
Operating Supplies	874,967	878,281	960,584	960,584	82,303	9.4%
Professional Services	1,211,719	1,568,915	1,689,851	1,736,851	167,936	10.7%
Communications	11,594	11,780	11,780	11,780	0	0.0%
Rentals	248,975	251,003	251,003	251,003	0	0.0%
Miscellaneous	1,442	12,991	12,991	12,991	0	0.0%
Equipment	321,733	159,992	5,000	5,000	(154,992)	-96.9%
Other - Lease Payments	17,839	8,179	27,052	27,052	18,873	230.7%
<b>Corrections</b>	<b>14,370,592</b>	<b>17,492,262</b>	<b>17,827,960</b>	<b>18,052,997</b>	<b>560,735</b>	<b>3.2%</b>
Training						
Operating Supplies	53,618	102,870	112,870	112,870	10,000	9.7%
Miscellaneous	226,996	257,307	287,307	287,307	30,000	11.7%
<b>Training</b>	<b>280,614</b>	<b>360,177</b>	<b>400,177</b>	<b>400,177</b>	<b>40,000</b>	<b>11.1%</b>

**BUDGET  
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>Office of the Sheriff - Continued</b>						
Canine						
Operating Supplies	10,684	8,500	8,500	8,500	0	0.0%
Professional Services	9,810	17,260	17,260	17,260	0	0.0%
Equipment	9,674	9,000	9,500	9,500	500	5.6%
<b>Canine</b>	<b>30,168</b>	<b>34,760</b>	<b>35,260</b>	<b>35,260</b>	<b>500</b>	<b>1.4%</b>
Court Security						
Personal Services	834,757	949,778	949,778	1,068,536	118,758	12.5%
Operating Supplies	1,336	1,540	1,540	1,540	0	0.0%
<b>Court Security</b>	<b>836,093</b>	<b>951,318</b>	<b>951,318</b>	<b>1,070,076</b>	<b>118,758</b>	<b>12.5%</b>
Grants						
Personal Services	925,523	1,133,719	1,168,724	1,191,596	57,877	5.1%
Operating Supplies	53,671	43,490	109,182	81,751	38,261	88.0%
Professional Services	717,970	1,059,228	1,491,868	1,491,868	432,640	40.8%
Communications	1,624	2,900	2,900	2,900	0	0.0%
Transportation	10,360	9,300	9,300	9,300	0	0.0%
Rentals	7,200	7,200	70,704	70,704	63,504	882.0%
Miscellaneous	3,418	8,015	13,015	13,015	5,000	62.4%
Equipment	83,644	71,246	179,729	135,241	63,995	89.8%
<b>Grants</b>	<b>1,803,410</b>	<b>2,335,098</b>	<b>3,045,422</b>	<b>2,996,375</b>	<b>661,277</b>	<b>28.3%</b>
<b>Total - Office of the Sheriff</b>	<b>48,919,561</b>	<b>58,956,164</b>	<b>62,648,553</b>	<b>61,940,361</b>	<b>2,984,197</b>	<b>5.1%</b>
<b>Office of the State's Attorney</b>						
Judicial						
Personal Services	3,496,997	4,150,055	5,243,124	5,260,518	1,110,463	26.8%
Operating Supplies	55,304	108,719	158,955	139,019	30,300	27.9%
Professional Services	60,917	90,565	481,620	91,865	1,300	1.4%
Communications	10,148	13,855	13,855	13,855	0	0.0%
Transportation	7,382	11,300	11,300	11,300	0	0.0%
Rentals	24	100	100	100	0	0.0%
Miscellaneous	16,035	23,000	36,000	36,000	13,000	56.5%
Equipment	0	18,510	80,614	24,680	6,170	33.3%
Other	11,727	12,420	30,360	12,420	0	0.0%
<b>Judicial</b>	<b>3,658,534</b>	<b>4,428,524</b>	<b>6,055,928</b>	<b>5,589,757</b>	<b>1,161,233</b>	<b>26.2%</b>
Grants						
Personal Services	570,936	842,280	812,047	741,690	(100,590)	-11.9%
Operating Supplies	1,882	6,991	6,991	6,991	0	0.0%
Professional Services	2,750	8,267	8,267	8,267	0	0.0%
Communications	2,728	4,540	4,540	4,540	0	0.0%
Transportation	0	1,388	1,388	1,388	0	0.0%
Miscellaneous	152	21,551	21,551	21,551	0	0.0%
<b>Grants</b>	<b>578,448</b>	<b>885,017</b>	<b>854,784</b>	<b>784,427</b>	<b>(100,590)</b>	<b>-11.4%</b>
<b>Total - Office of the State's Attorney</b>	<b>4,236,982</b>	<b>5,313,541</b>	<b>6,910,712</b>	<b>6,374,184</b>	<b>1,060,643</b>	<b>20.0%</b>
<b>Office of the County Treasurer</b>						
Personal Services	426,180	463,310	526,743	520,747	57,437	12.4%
Operating Supplies	11,194	16,400	16,900	16,900	500	3.0%
Professional Services	1,013	1,500	1,500	1,500	0	0.0%
Communications	25,114	30,380	33,380	33,380	3,000	9.9%
Transportation	468	600	600	600	0	0.0%
Equipment	2,636	0	800	800	800	0.0%
<b>Total - Office of the County Treasurer</b>	<b>466,605</b>	<b>512,190</b>	<b>579,923</b>	<b>573,927</b>	<b>61,737</b>	<b>12.1%</b>

**BUDGET  
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>STATE AGENCIES / INDEPENDENT BOARDS</b>						
<b>Department of Health</b>						
Operating Allocation	2,858,408	3,181,507	8,445,294	5,013,042	1,831,535	57.6%
Personal Services	16,301	16,545	16,545	16,545	0	0.0%
<b>Total - Department of Health</b>	<b>2,874,709</b>	<b>3,198,052</b>	<b>8,461,839</b>	<b>5,029,587</b>	<b>1,831,535</b>	<b>57.3%</b>
<b>Department of Agriculture</b>						
Operating Allocation	91,975	102,000	115,000	115,000	13,000	12.7%
<b>Total - Department of Agriculture</b>	<b>91,975</b>	<b>102,000</b>	<b>115,000</b>	<b>115,000</b>	<b>13,000</b>	<b>12.7%</b>
<b>Department of Social Services</b>						
Operating Allocation	277,456	285,526	325,903	334,949	49,423	17.3%
Personal Services	103,658	109,373	118,419	116,697	7,324	6.7%
Professional Services	650	6,500	6,500	6,500	0	0.0%
Grant	96,879	96,420	96,420	108,819	12,399	12.9%
<b>Total - Department of Social Services</b>	<b>478,643</b>	<b>497,819</b>	<b>547,242</b>	<b>566,965</b>	<b>69,146</b>	<b>13.9%</b>
<b>Alcohol Beverage Board</b>						
Personal Services	162,063	174,182	174,182	184,020	9,838	5.6%
Operating Supplies	2,405	6,790	6,790	6,790	0	0.0%
Professional Services	18,470	27,000	27,000	27,000	0	0.0%
Communications	1,796	2,315	2,315	2,315	0	0.0%
Transportation	506	3,500	5,500	5,500	2,000	57.1%
Miscellaneous	126,027	211,197	213,297	213,297	2,100	1.0%
Equipment	230	35,000	0	0	(35,000)	-100.0%
<b>Total - Alcohol Beverage Board</b>	<b>311,497</b>	<b>459,984</b>	<b>429,084</b>	<b>438,922</b>	<b>(21,062)</b>	<b>-4.6%</b>
<b>Board of Elections</b>						
Personal Services	21,439	71,268	82,768	55,208	(16,060)	-22.5%
Operating Supplies	99,569	96,177	91,177	81,177	(15,000)	-15.6%
Professional Services	897,854	1,793,241	1,571,383	1,768,492	(24,749)	-1.4%
Communications	55,923	36,200	36,200	36,200	0	0.0%
Transportation	3,408	19,250	24,675	11,250	(8,000)	-41.6%
Rentals	41,810	193,840	78,875	78,875	(114,965)	-59.3%
Miscellaneous	15,714	13,990	13,990	19,990	6,000	42.9%
Equipment	1,261	0	0	0	0	0.0%
<b>Total - Board of Elections</b>	<b>1,136,978</b>	<b>2,223,966</b>	<b>1,899,068</b>	<b>2,051,192</b>	<b>(172,774)</b>	<b>-7.8%</b>
<b>University of Maryland Extension - St. Mary's Co.</b>						
Operating Supplies	5,305	5,350	5,400	5,400	50	0.9%
Professional Services	224,682	243,520	257,916	257,916	14,396	5.9%
Communications	3,964	4,050	4,050	4,050	0	0.0%
Transportation	21,000	21,000	21,000	21,000	0	0.0%
Public Utilities	3,583	4,100	4,400	4,400	300	7.3%
Rentals	150	500	500	500	0	0.0%
Insurance	1,320	1,266	266	266	(1,000)	-79.0%
Miscellaneous	0	1,000	2,184	2,184	1,184	118.4%
Equipment	4,920	0	0	0	0	0.0%
<b>Total - University of MD Extension-St. Mary's</b>	<b>264,924</b>	<b>280,786</b>	<b>295,716</b>	<b>295,716</b>	<b>14,930</b>	<b>5.3%</b>
<b>Ethics Commission</b>						
Operating Supplies	168	183	183	183	0	0.0%
Professional Services	0	650	650	650	0	0.0%
<b>Total - Ethics Commission</b>	<b>168</b>	<b>833</b>	<b>833</b>	<b>833</b>	<b>0</b>	<b>0.0%</b>
<b>St. Mary's County Forest Conservation Board</b>						
Personal Services						
Operating Allocation	2,500	2,500	2,500	2,500	0	0.0%
<b>Total - SMC Forest Conservation Board</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	<b>0.0%</b>
<b>Soil Conservation District</b>						
Personal Services	19,128	24,000	24,000	24,000	0	0.0%
Operating Allocation	79,424	84,078	99,373	99,373	15,295	18.2%
<b>Total - Soil Conservation District</b>	<b>98,552</b>	<b>108,078</b>	<b>123,373</b>	<b>123,373</b>	<b>15,295</b>	<b>14.2%</b>
<b>So. MD Resource Conservation &amp; Development</b>						
Operating Allocation	15,300	15,300	15,300	15,300	0	0.0%
<b>Total - Southern Maryland RC&amp;D</b>	<b>15,300</b>	<b>15,300</b>	<b>15,300</b>	<b>15,300</b>	<b>0</b>	<b>0.0%</b>

**BUDGET  
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>STATE AGENCIES / INDEPENDENT BOARDS - Continued</b>						
<b>So. MD Tri-County Community Action Committee, Inc.</b>						
Operating Allocation	16,000	35,000	71,368	35,000	0	0.0%
<b>Total - So. MD Tri-County Community Action</b>	<b>16,000</b>	<b>35,000</b>	<b>71,368</b>	<b>35,000</b>	<b>0</b>	<b>0.0%</b>
<b>Tri-County Council for Southern Maryland</b>						
Operating Allocation	125,000	125,000	125,000	125,000	0	0.0%
<b>Total - Tri-County Council for Southern Maryland</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>	<b>0.0%</b>
<b>Tri-County Youth Services Bureau, Inc.</b>						
Operating Allocation	143,600	143,600	143,600	143,600	0	0.0%
<b>Total - Tri-County Youth Services Bureau, Inc.</b>	<b>143,600</b>	<b>143,600</b>	<b>143,600</b>	<b>143,600</b>	<b>0</b>	<b>0.0%</b>
<b>SDAT - Leonardtown Office</b>						
Operating Allocation	440,907	452,580	427,810	427,810	(24,770)	-5.5%
<b>Total - SDAT - Leonardtown Office</b>	<b>440,907</b>	<b>452,580</b>	<b>427,810</b>	<b>427,810</b>	<b>(24,770)</b>	<b>-5.5%</b>
<b>University System of Maryland at Southern Maryland (USMSM)</b>						
Operating Allocation	40,000	40,000	40,000	40,000	0	0.0%
<b>Total - USMSM</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>0.0%</b>
					<b>9,410,798</b>	
<b>Board of Education</b>						
Administration	3,378,023	3,970,727	4,568,977	4,517,729	547,002	13.8%
Mid-Level Administration	17,555,428	18,814,605	20,558,090	20,571,110	1,756,505	9.3%
Instructional Salaries	84,153,075	89,688,126	97,175,265	98,516,173	8,828,047	9.8%
Instructional Textbooks & Supplies	4,643,072	4,530,749	7,145,204	5,823,257	1,292,508	28.5%
Other Instructional Costs	1,177,861	2,041,113	2,398,141	3,041,924	1,000,811	49.0%
Special Education	19,929,049	21,486,232	22,922,045	22,940,197	1,453,965	6.8%
Student Personnel Services	1,274,771	1,458,840	2,597,586	1,668,136	209,296	14.3%
Student Health Services	2,706,593	2,996,850	3,093,522	3,111,532	114,682	3.8%
Student Transportation	19,452,495	23,045,815	23,841,167	23,490,061	444,246	1.9%
Operation of Plant	16,941,484	19,635,370	22,677,762	23,656,512	4,021,142	20.5%
Maintenance of Plant	4,336,625	4,583,368	6,312,016	6,400,366	1,816,998	39.6%
Fixed Charges	56,681,769	59,541,279	63,683,458	64,561,870	5,020,591	8.4%
Capital Outlay	6,283,206	959,216	2,140,745	2,323,303	1,363,087	142.2%
<b>Sub-Total - General Operations</b>	<b>238,513,451</b>	<b>252,752,290</b>	<b>279,113,978</b>	<b>280,622,170</b>	<b>27,869,880</b>	<b>11.0%</b>
Funding other than County Appropriation						
Fund Balance - Used (generated)	8,193,154	2,287,831	2,299,545	4,341,029	2,053,198	89.7%
State, Federal, Other Revenue Sources	115,779,805	128,939,552	146,798,920	148,211,234	19,271,682	14.9%
<b>County Funding - Board of Education</b>					0	
BOE - Recurring - MOE	114,540,492	121,524,907	130,015,513	127,369,907	5,845,000	4.8%
BOE - Non-Recurring	0	0	0	700,000	700,000	100.0%
<b>County Appropriation - BOE</b>	<b>114,540,492</b>	<b>121,524,907</b>	<b>130,015,513</b>	<b>128,069,907</b>	<b>6,545,000</b>	<b>5.4%</b>
<b>College of Southern Maryland</b>						
Instructional	20,544,928	25,758,167	24,486,964	24,900,541	(857,626)	-3.3%
Research	379,342	497,576	260,741	261,587	(235,989)	-47.4%
Academic Support	5,252,060	6,962,153	7,109,629	7,516,095	553,942	8.0%
Student Services	5,354,665	6,201,360	6,639,145	6,768,706	567,346	9.1%
Plant	5,816,515	7,179,573	8,989,918	9,085,979	1,906,406	26.6%
Institutional Support	17,363,399	19,196,957	19,829,304	20,477,122	1,280,165	6.7%
Scholarships	231,631	262,662	268,441	268,441	5,779	2.2%
<b>Sub-Total - General Operations</b>	<b>54,942,540</b>	<b>66,058,448</b>	<b>67,584,142</b>	<b>69,278,471</b>	<b>3,220,023</b>	<b>4.9%</b>
Funding other than County Appropriation						
State, Federal, Other Revenue Sources	50,335,584	61,299,503	62,575,084	64,269,414	2,969,911	4.8%
County Appropriation	4,606,956	4,758,945	5,009,058	5,009,058	250,113	5.3%
<b>County Appropriation - CSM</b>	<b>4,606,956</b>	<b>4,758,945</b>	<b>5,009,058</b>	<b>5,009,058</b>	<b>250,113</b>	<b>5.3%</b>

**BUDGET  
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2022 ACTUAL	FY2023 APPROVED	FY2024 REQUEST	FY2024 APPROVED	INCREASE/(DECREASE) OVER 2023 APPROVED	
					AMOUNT	PERCENT
<b>STATE AGENCIES / INDEPENDENT BOARDS - Continued</b>						
<b>Board of Library Trustees</b>						
Lexington Park Library	1,052,491	1,106,605	1,450,861	1,319,890	213,285	19.3%
Leonardtown Library	849,839	895,585	1,244,605	1,050,668	155,083	17.3%
Charlotte Hall Library	618,922	660,911	858,685	748,838	87,927	13.3%
Administration	1,530,465	1,678,296	2,140,666	1,810,549	132,253	7.9%
<b>Sub-Total - General Operations</b>	<b>4,051,717</b>	<b>4,341,397</b>	<b>5,694,817</b>	<b>4,929,945</b>	<b>588,548</b>	<b>13.6%</b>
Funding other than County Appropriation						
Fund Balance - Used (Generated)	33,001	55,891	21,772	75,600	19,709	35.3%
State, Federal, Other Revenue Sources	940,458	975,458	985,500	1,026,297	50,839	5.2%
County Appropriation	3,078,258	3,310,048	4,687,545	3,828,048	518,000	15.6%
<b>County Appropriation - Library</b>	<b>3,078,258</b>	<b>3,310,048</b>	<b>4,687,545</b>	<b>3,828,048</b>	<b>518,000</b>	<b>15.6%</b>
<b>Other Budget Costs</b>						
Appropriation Reserve	0	2,500,000	2,500,000	2,500,000	0	0.0%
Leonardtown Tax Rebate	44,460	70,929	72,786	72,786	1,857	2.6%
Employer Contributions - Retiree Health Benefits	4,121,069	0	0	0	0	0.0%
Employer Contributions - Unemployment	(4,718)	25,000	10,000	10,000	(15,000)	-60.0%
Bank / GOB Costs	76,271	46,000	55,000	55,000	9,000	19.6%
Debt Service	14,523,048	13,267,798	15,541,412	15,541,412	2,273,614	17.1%
<b>Total - Other Budget Costs</b>	<b>18,760,130</b>	<b>15,909,727</b>	<b>18,179,198</b>	<b>18,179,198</b>	<b>2,269,471</b>	<b>14.3%</b>
<b>Transfers &amp; Reserves</b>						
Pay-Go	7,663,833	22,586,905	10,467,966	11,657,360	(10,929,545)	-48.4%
Reserve - Bond Rating	1,320,000	400,000	400,000	400,000	0	0.0%
Reserve - Emergency	0	500,000	500,000	500,000	0	0.0%
<b>Total Transfers &amp; Reserves</b>	<b>8,983,833</b>	<b>23,486,905</b>	<b>11,367,966</b>	<b>12,557,360</b>	<b>(10,929,545)</b>	<b>-46.5%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$278,363,608</b>	<b>\$324,829,819</b>	<b>\$325,312,385</b>	<b>\$318,196,923</b>	<b>(\$6,632,896)</b>	<b>-2.0%</b>

## GENERAL FUND FY2024 & FOUR-YEAR PROJECTION (2025 - 2028)

(\$ IN THOUSANDS)	FY2024 Approved	FY2025 ESTIMATE	FY2026 ESTIMATE	FY2027 ESTIMATE	FY2028 ESTIMATE
<b>Revenues</b>					
Property Taxes	130,413	134,326	138,356	142,506	146,781
Income Taxes	137,829	144,721	151,957	159,555	167,533
Local Taxes	12,256	12,379	12,503	12,628	12,754
Highway User	2,281	2,303	2,326	2,350	2,373
Licenses and Permits	723	730	738	745	752
Charges for Services	4,253	4,295	4,338	4,381	4,425
Fines and Forfeitures	36	36	36	36	36
State/Federal Grants	14,375	14,519	14,664	14,811	14,959
Other Revenues	2,030	1,500	1,500	1,500	1,500
<i>Use of County Fund Balance</i>	<i>14,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<b>REVENUES</b>	<b>318,197</b>	<b>314,810</b>	<b>326,418</b>	<b>338,512</b>	<b>351,114</b>
<b>Expenditures:</b>					
Aging & Human Services	6,340	5,697	5,925	6,162	6,408
Information Technology	7,222	7,379	7,674	7,981	8,300
Public Works & Transportation	26,263	27,275	28,365	29,500	30,680
Recreation & Parks	5,925	6,014	6,255	6,505	6,765
Emergency Services	10,247	10,521	10,942	11,380	11,835
Other County Departments	13,752	14,114	14,678	15,265	15,876
<b>Total, Departments</b>	<b>69,750</b>	<b>70,999</b>	<b>73,839</b>	<b>76,792</b>	<b>79,864</b>
Office of the Sheriff	61,940	64,418	66,995	69,674	72,461
Office of the State's Attorney	6,374	6,629	6,894	7,170	7,457
Other Elected Officials	3,078	3,125	3,250	3,380	3,515
<b>Total, Elected Officials</b>	<b>71,393</b>	<b>74,172</b>	<b>77,139</b>	<b>80,224</b>	<b>83,433</b>
Department of Health	5,030	5,130	5,233	5,337	5,444
County Funds - Board of Ed	128,070	127,370	127,370	127,370	129,400
County Funds - College of Southern Maryland	5,009	5,109	5,211	5,316	5,422
County Funds - Board of Library Trustees	3,828	3,905	3,983	4,062	4,144
Other Boards and State Agencies	4,381	4,462	4,544	4,627	4,713
<b>Total, Boards and State Agencies</b>	<b>146,318</b>	<b>145,976</b>	<b>146,340</b>	<b>146,713</b>	<b>149,122</b>
Employer Contributions - Retiree Health Costs	0	3,609	3,749	3,895	4,048
Debt Service	15,541	16,056	17,403	20,460	22,241
Other Budget Costs	2,638	2,639	2,639	2,640	2,641
<b>Total, Other Budget Costs</b>	<b>18,179</b>	<b>22,304</b>	<b>23,791</b>	<b>26,995</b>	<b>28,930</b>
Transfers & Reserves	12,557	900	900	900	900
<b>Total, Transfers &amp; Reserves</b>	<b>12,557</b>	<b>900</b>	<b>900</b>	<b>900</b>	<b>900</b>
<b>EXPENDITURES</b>	<b>318,197</b>	<b>314,350</b>	<b>322,009</b>	<b>331,624</b>	<b>342,250</b>
<i>DIFFERENCE REVENUE OVER (EXPENDITURES)</i>	<i>0</i>	<i>460</i>	<i>4,409</i>	<i>6,888</i>	<i>8,865</i>
<b>Operating Impacts FTE's</b>					
<i>CIP Operating Impacts - In year started</i>	<i>0</i>	<i>141</i>	<i>333</i>	<i>6</i>	<i>5</i>
<i>CIP Operating Impacts - recurring</i>	<i>0</i>	<i>141</i>	<i>474</i>	<i>480</i>	<i>485</i>
<i>Amount available after Operating Impacts</i>	<i>-</i>	<i>318</i>	<i>3,935</i>	<i>6,409</i>	<i>8,380</i>



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# COUNTY DEPARTMENTS

- Program Description
- Goals
- Objectives
- Operating Budget
- Highlights
- Staffing
- Performance Measures

# COUNTY COMMISSIONERS / ADMINISTRATOR

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## MISSION

St. Mary's County Government (SMCG) will deliver high quality public services, foster opportunities for residents and businesses, and work to preserve the county's natural environment, rich heritage, and rural character.

## DESCRIPTION

The Commissioners of St. Mary's County (CSMC) establish all SMCG policies, enact ordinances which have the force and effect of law, review and approve annual budgets and work plans for all departments and agencies receiving county funds, conduct public hearings, and make decisions on land use matters involving zoning, and water and sewer categories. The CSMC 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 Commissioners' Office serves as a contact point for residents 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 CSMC meetings and the individual Commissioners. The Commissioners' Office maintains the CSMC meeting records, resolutions and ordinances, correspondence, administrative files, and 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

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## DESCRIPTION (continued)

The Public Information Office (PIO) oversees communications and public relations on behalf of St. Mary's County Government and the CSMC. PIO is responsible for the timely and accurate distribution of public information, through news releases and media engagement, the SMCG website ([stmaryscountymd.gov](http://stmaryscountymd.gov)), social media platforms (Facebook, Twitter, YouTube, LinkedIn, and Flickr) and more! The office also manages the county's public access cable station, SMCG TV 95. The Public Information Office plans and provides staff support for CSMC 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. Additionally, PIO plays a central role in the dissemination of information and ensuring coordinated communications in emergency situations.

## GOALS

- Deliver High Quality Services
- Foster opportunities for residents and businesses
- Preserve the county's natural environment, rich heritage, and rural character
- Support and engage St. Mary's County Government employees

## OBJECTIVES

- Provide timely and accurate information to citizens while adhering to rigorous ethical and professional standards. The County Administrators Office and PIO serve as a conduit for information and ensure that public meetings and documents are accessible and distributed according to all applicable laws, regulations, and codes. Execute comprehensive communications strategies to promote county programs and services that advance the SMCG mission.
- Anticipate and respond to the local and organizational needs to maximize community engagement and understanding of SMCG programs and services. County switchboards are maintained in the County Administrators Office, and calls are answered promptly. The St. Mary's County website provides a direct link for community members to submit inquiries or requests for program information directly to departments. County policy is that phone messages and queries receive an initial response within 24 business hours.
- 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 farmers' markets and protecting our coastline and waterways.

# COUNTY COMMISSIONERS / ADMINISTRATOR

## OBJECTIVES (continued)

- 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 commissions will be key partners in the decision-making process.

## OPERATING BUDGET

<b>County Commissioners / County Administrator</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Legislative/County Commissioners	\$472,497	\$514,587	\$553,587	\$579,345
County Administrator	404,017	603,297	643,222	777,664
Public Information	<u>308,070</u>	<u>332,958</u>	<u>330,258</u>	<u>339,228</u>
<b>Total Department</b>	<b>\$1,184,584</b>	<b>\$1,450,842</b>	<b>\$1,527,067</b>	<b>\$1,696,237</b>

## HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,696,237 an increase of \$245,395 or 16.9%. It includes the addition of the Project Graduation for 2024 graduates and the SMC Leadership Academy as well as county employee compensation changes mentioned in the budget highlights.

## STAFFING

<b>County Commissioners / County Administrator</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Legislative/County Commissioners	6.75	6.75	6.75
County Administrator	4.0	4.0	4.0
Public Information	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
<b>Total Department</b>	<b>13.75</b>	<b>13.75</b>	<b>13.75</b>

# COUNTY COMMISSIONERS / ADMINISTRATOR

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Board of Health Meetings	10	4	4
County Administrator Business Items Approved	217	220	225
CSMC Budget Work Sessions	9	9	9
CSMC Business Meetings	38	36	36
CSMC Emails Processed	2,163	2,206	1,945
CSMC Executive Sessions	60	40	40
CSMC Public Forums	4	4	4
CSMC Public Hearings	15	10	15
Events Attended by CSMC	356	300	300
Incoming USPS Mail Processed	2,332	1,850	1,900
Managers meetings	11	11	11
MetCom Joint Meetings with CSMC	2	2	2
Minutes Prepared for Meetings	38	36	39
NAS/PAX River Joint Meetings with CSMC	1	1	2
News Releases Issued	283	200	200
OPEB Meetings	5	4	4
Phone Calls from Citizens	21,619	19,750	20,000
Proclamations and Commendations Issued	526	500	500
Resolutions and Ordinances Passed by CSMC	46	27	30
Sheriff's Retirement Board Meetings	10	10	10
SMC Public Schools Joint Meetings with CSMC	1	2	2
Special Events: Fire/Rescue, Law Enforcement Day, Flag Day, Veterans Day, Ribbon Cuttings, Groundbreakings, etc.	6	8	8
Tri-County Council Full Council Meetings	4	4	4
Video-tape Productions (in-house meetings, off-site shoots, special projects)	343	225	225
Written Responses to Citizens from CSMC	404	453	200
XMT – Executive Management Meetings	26	26	26

# 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 help support the operation of three senior activity centers and a nutrition site; meals programming; home and community-based services; community programs and outreach; information and assistance to older adults regarding Medicare and other insurances; the Retired and Senior Volunteer Program; programs for children, youth and families, and 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 facilitates the Teen Court program, serves as the Local Management Board and point of contact for the Local Care Team (LCT) and Early Childhood Advisory Council (ECAC), as well as State-funded community development projects.

The Governor's Office for Children requires all Local Management Board Programs be associated with one or more of the following areas: Families affected by incarceration; Childhood hunger; Disconnected youth (youth between the ages of 16 and 24 who are not in school or at work); Homeless youth who are not in the physical custody of a parent or guardian and who are between the ages of 14 and 25, a population known as unaccompanied homeless youth. The Local Care Team coordinates mental health support services for youth. The Early Childhood Advisory Council consists of agencies that facilitate care for the population birth to five years. Teen Court is a juvenile crime diversion program to prevent first-time offenders from committing future crimes.

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

# **DEPARTMENT OF AGING & HUMAN SERVICES**

agencies, and acts as a liaison between SMCG and DHCD regarding millions of dollars in grant funds.

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

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

## **GOALS**

### **Senior Center Operations Division**

- Continue to offer socialization, recreation, wellness, and fitness activities to adults ages 50 and above through a variety of high quality and affordable programs in the senior activity centers thereby increasing wellness and independence of older adults living in the community.
- Continue to recruit volunteers and contracted instructors to increase the services and variety of programming offered in the senior activity centers.
- Increase the number of consumers participating in the congregate meal program by 5%.
- Recruit additional volunteer drivers for the Home-Delivered Meals program.

### **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 continue increasing 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.  
Continue providing 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.

# **DEPARTMENT OF AGING & HUMAN SERVICES**

## **Human Services Division**

- To resume programs and services to at least 100% of the capacity of the pre-pandemic level.

## **OBJECTIVES**

### **Senior Center Operations Division**

- Train staff and volunteers to facilitate evidence-based health promotion programming.
- Grow the Learning is ForEver (L.I.F.E) volunteer committee by 50%; thereby increasing the programming offered.
- Coordinate Home-Delivered Meals volunteer driver recruitment with the RSVP program.

### **RSVP Division**

- RSVP Volunteer Service
  - Increase FY2023 Estimated Number of Volunteers and FY2023 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.
  - To increase the number of RSVP volunteers.
- RSVP Number of Stations
  - Renew 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.
  - Increase the number of volunteer stations.
  - Increase the number of volunteer service hours.

### **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.



# DEPARTMENT OF AGING & HUMAN SERVICES

## OBJECTIVES (continued)

### 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.

## OPERATING BUDGET

Aging & Human Services	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Aging Administration	2,082,703	2,753,070	3,161,507	2,934,157
Grants – Aging	1,137,126	1,266,829	1,338,315	1,411,913
Human Services (HS) – Admin. Grants	71,485	119,942	162,090	167,131
Community Services (CS)	504,670	605,008	624,247	653,814
Human Relations Commission	0	1,850	1,850	1,850
Commission for Women	4,619	7,000	7,000	7,000
Non-Profits–Aging & Human Services	785,377	793,727	793,727	795,547
Grants – HS (Non-Admin.)	<u>5,129,083</u>	<u>313,847</u>	<u>368,731</u>	<u>368,730</u>
<b>Total Department – General Fund</b>	<b>9,715,063</b>	<b>5,861,273</b>	<b>6,457,467</b>	<b>6,340,142</b>

# **DEPARTMENT OF AGING & HUMAN SERVICES**

## **OPERATING BUDGET**

Aging & Human Services	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<hr/>				
Miscellaneous Revolving Fund- Aging Special Events	\$62,836	\$117,000	\$117,000	\$117,000
Miscellaneous Revolving Fund - Community Service Teen Court	\$-0-	\$400	\$400	\$400

### **HIGHLIGHTS**

The general fund budget for the Department of Aging & Human Services is \$6,340,142, an increase of \$478,869 or 8.2% over the FY2023 Budget. Four new positions were added and grant funding for Pickle Ball court lighting.

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	Disability Services	\$130,000
Center for Children, Inc.	Behavioral Health	\$15,000
Center for Life Enrichment	Disability Services	\$150,908
Community Mediation Center of St. Mary's	Behavioral Health	\$2,500
Feed St. Mary's Inc.	Community Services	\$5,750
Greenwell Foundation, Inc.	Behavioral Health	\$34,500
Lifestyles of Maryland Foundation	Homelessness Prevention	\$2,000
Southern MD Center for Family Advocacy	Community Services	\$280,797
Southern 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	\$10,000
The Mission 01 Inc.	Behavioral Health	\$4,000
Three Oaks Center	Homelessness Prev	\$130,000
Warfighter Advance	Behavioral Health	<u>\$10,000</u>
		\$795,547
Total		

## STAFFING

Aging & Human Services	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Aging Administration	20.50	26.50	24.50
Grants – Aging	9.00	9.00	9.00
Human Services – Administration Grants			
Community Services (CS)	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
<b>Total Department</b>	<b>33.50</b>	<b>39.50</b>	<b>37.50</b>

# **DEPARTMENT OF AGING & HUMAN SERVICES**

## **PERFORMANCE MEASURES**

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>Senior Activity Centers and Nutrition Sites</b>			
Serve mid-day congregate meals to support healthy nutrition	14,795	18,000	19,000
Seniors Served	790	925	970
<b>Social/ Recreational/ Educational Activities</b>			
Seniors Served	2,495	3,200	3,500
Units of Service	61,916	70,000	72,000
Number of Contacts – UNITS (Newsletter)	25,264	27,946	29,446
<b>Physical Fitness &amp; Health Education and Screening Programs</b>			
Seniors participating (Nutrition Education from newsletter included in all stats)	5,445	5,500	5,575
Units of Service (Nutrition Education from newsletter included in all stats)	25,975	28,200	29,000
<b>Home and Community-Based Services</b>			
<b>Medicaid Long Term Support Services Community-Options Waiver (COW), Community FirstChoice (CFC) and Community Personal Assistance Services (CPAS)</b>			
Persons Served	52	44	75
Admissions	0	2	10
Discharges / Deaths / Transfers	10	8	10
<b>Senior Care</b>			
Seniors Served (aged 65 and over)	38	46	54
Admissions	6	18	20
Discharges	8	7	7
<b>National Family Caregivers Support Program and County (In-Home Services)</b>			
Consumers Served	55	74	100
Caregivers Serviced	6402	8400	8500
<b>Home-Delivered Meals</b>			
Meals Served	41,843	38,000	38,500
Seniors Served	298	305	310

# DEPARTMENT OF AGING & HUMAN SERVICES

## PERFORMANCE MEASURES (continued)

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>Senior I&amp;A Program</b>			
MAP Information and Assistance – Client Calls / Visits	1,457	1,951	2,200
SHIP Client Calls / Visits	360	748	850
<b>Senior Rides</b>			
Number of Unduplicated Clients Served	30	40	45
Number of Trips Taken	305	320	336
<b>Retired &amp; Senior Volunteer Program (RSVP)</b>			
Number of Volunteers	240	250	260
Hours of Volunteer Service	19,849.65	22,000	24,500
Number of Stations	32	34	36
<b>Local Management Board</b>			
Participants - After School Programs	50	23	15
Participants - Mentoring	67	75	80
Meetings/Programs - Early Childhood Council	12	12	12
<b>Local Care Team</b>			
Families Assisted	41	45	45
<b>Teen Court</b>			
Adult Volunteers / Juvenile Volunteers	15	16	20
Cases Heard in Court	53	70	73

# COUNTY ATTORNEY

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## DESCRIPTION

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

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## 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

<b>County Attorney</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2024</b>
	<b>Actual</b>	<b>Approved</b>	<b>Request</b>	<b>Approved</b>
Administration	\$1,051,515	\$1,237,780	\$1,260,762	\$1,306,361
PAC/ACC	-0-	31,609	31,609	37,262
<b>Total Department</b>	<b>\$1,051,515</b>	<b>\$1,269,389</b>	<b>\$1,292,371</b>	<b>\$1,343,623</b>

## HIGHLIGHTS

The budget for the County Attorney is \$1,343,623, an increase of \$74,234 or 5.8%. This increase is attributed to a 0.50 FTE increase, bringing the Legal Assistant II to full time, as well as the employee compensation changes discussed in the highlights.

# COUNTY ATTORNEY

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## STAFFING

County Attorney	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>Total Department</b>	<b>8.50</b>	<b>.50</b>	<b>9.00</b>
Police Accountability Board	9.00	0.00	9.00
Administrative Charging Committee	4.00	0.00	4.00

## PERFORMANCE MEASURES

Indicator	Actual FY2022	Estimated FY2023	Projected FY2024
Commissioner Meetings Attended	38	38	38
Planning Commission Meetings Attended	23	18	22
Board of Appeals Meeting Attended	20	17	19
Ordinances/Resolutions Enacted	17	19	21
Boards and Commissions Supported	39	38	38
Complaints	3	6	7
Guardianship Cases	18	22	25
Legislation:			
Bills Reviewed	300	600	600
Fiscal Note Requests Processed	73	41	50
Bills tracked and maintained on SMC website	127	165	170
Letters of Support processed	80	66	70
St. Mary's County Legislative Bills Proposed	6	7	5
Notices of Claim	38	41	45
Municipal Infractions:			
Animal Control	40	25	35
SMCZO	59	40	50
Property Maintenance	10	4	7
Road Ordinance	1	0	0
Stormwater Management	0	4	2
Public Information Requests	183	150	150
Tax Sales/Surplus Property	76	50	40
Extreme Risk Protective Orders	1	4	5
Employee Safety Trainings Coordinated/Conducted	2	3	4
Safety/Loss Control Meetings Coordinated/Conducted	7	8	8



# DEPARTMENT OF ECONOMIC DEVELOPMENT



## DESCRIPTION

The Department of Economic Development works to attract new businesses and retain and expand existing businesses with the goal of 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" and the "2022 St. Mary's Comprehensive Economic Development Strategy Update (CEDs)." The overarching goals are to broaden the local economy and increase resiliency for Naval Air Station Patuxent River.

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 NAS 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, 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.

The 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, Leonardtown Business Association, Lexington Park

# DEPARTMENT OF ECONOMIC DEVELOPMENT

Business Association, AeroPark Business Alliance, Southern Maryland Navy Alliance, and St. Mary's County Community Development Corporation.

## GOALS

- To preserve the County's environment, heritage, and rural character in support of agriculture, seafood and tourism and hospitality businesses.
- To prioritize economic development and foster entrepreneurial initiatives to create a more resilient and diverse local economy to increase the County's commercial tax base to keep county residential taxes steady.

## 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, to maintain the land required for agriculture-based businesses to expand into direct marketing, value added agriculture, and agritourism.
- The Department will promote a diversity of business sectors with a focus on increasing the commercial tax base, garner support and partner with other agencies to leverage county resources in the quest for sustainable economic development, engage young professionals to bolster workforce retention and attraction, plan and attend events in support of business development, participate in business attraction activities at trade shows, conferences and regional forums, and assist small business owners with start-ups/expansions.

## OPERATING BUDGET

<b>Economic Development</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration/Office of the Director	\$441,233	\$638,098	\$954,716	\$545,639
Tourism Development	400,194	400,194	400,194	480,312
Agriculture & Seafood Development	413,691	519,323	434,323	476,416
Business Development	661,858	664,107	664,107	674,441
Non-Profits – Economic Development	102,755	89,255	89,255	94,255
Grants	<u>157,501</u>	<u>2,500,000</u>	<u>0</u>	<u>0</u>
<b>Total Department - General Fund</b>	<b>\$2,177,232</b>	<b>\$4,810,977</b>	<b>\$2,542,595</b>	<b>\$2,271,063</b>
<b>Miscellaneous Revolving Fund - Farmers Market</b>	<b>22,500</b>	<b>28,000</b>	<b>28,000</b>	<b>\$28,000</b>

## HIGHLIGHTS

The budget for the Department of Economic Development is \$2,271,063 a decrease of \$2,539,914 or (-52.8%), principally from removing non-recurring grants funds in FY2023. This budget incorporates the county employee compensation changes mentioned in the budget highlights, partial funding for the implementation of the AeroPark Innovation District Master

# DEPARTMENT OF ECONOMIC DEVELOPMENT

Plan, and the continuation of a part-time position managing The Barns at New Market.

The Budget includes additional funding for Tourism Development.

Non-Profit Funding continues to be included in the 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
Leadership of Southern MD	Economic Development	\$500
Literacy Council of St. Mary's	Pos/Secondary/Primary Education	\$10,000
Reach Back & Lift 1	Economic Development	\$2,000
Promise Resource Center	Pos/Secondary/Primary Education	\$8,175
St. Mary's Community Dev.	Economic Development	\$2,500
So MD Navy Alliance	Economic Development Conservation	\$33,580
Watermen's Association of SMC	Conservation of Natural Resources	\$12,500
<b>Total</b>		<b>\$94,255</b>

## STAFFING

Economic Development	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Administration/ Office of the Director	4	4	4
Agriculture & Seafood Development	2	2	2
Business Development	<u>3</u>	<u>4</u>	<u>3</u>
<b>Total Department</b>	<b>9</b>	<b>10</b>	<b>9</b>

# DEPARTMENT OF ECONOMIC DEVELOPMENT

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>Agriculture &amp; Seafood</b>			
Maryland Agriculture Land Preservation Foundation (MALPF) – (Acres). Acreage preserved to date = 14,491	532.8	456.08	900
Rural Legacy-preserve land in the Huntersville & Mattapany Rural Legacy Areas using State, County & Navy funding-(Acres). Acreage preserved to date =6,963	727.11	20.18	500
St. Mary’s County Agriculture Land Preservation Five-Year Tax Credit Agreement (Acres)	12,203	12,200	12,200
Number of vendors at County sponsored farmers markets	NA	90	100
<b>Business Development</b>			
Promote diversity in Economic Development with focus on increasing tax base. Business prospects pursued.	10	30	35
Garner support and partner with other agencies to leverage county resources in the quest for sustainable economic development. Number of organizations.	27	36	36
Workforce Retention-Companies active with SMYP employees/Individuals engaged with SMYP	NA	67/226	70/300
Technology Resource Book Hardcover Distribution / Number of Online Edition Visits	1,700/5,473	1,865/5,643	2,100/6,020
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.)	75	75	90
Business attraction efforts at trade shows, conferences, and regional forums.	5	5	5
Assist small business owners with start-ups/expansions. (Business tours, retention visits, & site selection)	150	150	175

# DEPARTMENT OF EMERGENCY SERVICES

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## DESCRIPTION

St. Mary's County Department of Emergency Services is comprised of six divisions: Emergency 9-1-1 Communications, Emergency Management, Emergency Medical Services, Animal Services Division, Emergency Radio System Maintenance Division and Training Division

<https://www.stmarysmd.com/es/>

<https://www.stmarysmd.com/AnimalShelter/>

<https://www.stmarysmd.com/es/emsbilling/>

- **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
  
- **Emergency Management**
  - a) Emergency Management coordination of all emergency services and disaster response activities in St. Mary's County.
  - b) Ensuring Emergency Management responses follow all Federal, State, and local laws, regulations, and policies.
  - c) Coordinates the activities of the Emergency Medical Services Coordinator
  - d) Supports the activities of the Hazard Materials Response Team in cooperation with the Fireboard Association.
  
- **Emergency Medical Services**
  - a) Responds to Emergency Medical Calls for Service.
  - b) Partners with the Volunteer EMS First Responder Community.
  - c) Is responsible to aid the Jurisdictional Medical Director in his/her duties as the governing authority for EMS Certification and delivery of services.
  - d) Fire/EMS volunteer Coordinator to increase awareness of volunteer opportunities – works with high school cadet recruiting and dependent care programs.

# **DEPARTMENT OF EMERGENCY SERVICES**

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- **Animal Services Division**
  - a) Enforcement of Animal Control Ordinances, resolution of animal related disputes, and the promotion of adoptions, licensing, spay/neuter, and humane education.
  - b) Operates the Animal Adoption & Resource Center for the holding and care of animals that have been rescued, seized/impounded, and surrendered.
  
- **Training**
  - a) Coordinates all training and certification for Department of Emergency Services; 911 Center, Emergency Management, EMS, and Animal Services Division and Radio System Maintenance Division.
  - b) Coordinates Community Outreach

## **GOALS**

- Acquire adequate staff to ensure sustained high-quality services to our community
- Reduce employee turnover to improve consistency of services to our community.
- Strengthen internal communications.
- Ensure the department maintains its technological edge.
- 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.
- Increase community knowledge and understanding of Department's roles, responsibilities, and services.
- Improve customer confidence in Department capacity.
- Enhance departmental reputation and community trust

# DEPARTMENT OF EMERGENCY SERVICES

## OPERATING BUDGET

Emergency Services	FY2022	FY2023	FY2024	FY2024
	Actual	Approved	Request	Approved
Emergency Communications	\$3,500,340	\$4,064,221	\$4,208,834	\$4,602,808
Emergency Radio Communications	1,380,492	1,409,125	3,297,413	1,429,767
Emergency Management	561,810	906,726	931,267	948,811
Animal Services	1,135,344	1,983,706	1,924,797	2,000,424
Grants	<u>8,404,781</u>	<u>13,048,943</u>	<u>1,265,300</u>	<u>1,265,300</u>
<b>Total Department – General Fund</b>	<b>\$14,982,767</b>	<b>\$21,412,721</b>	<b>\$11,627,611</b>	<b>\$10,247,110</b>
<b>Emergency Services Support Fund</b>	<b>\$7,122,657</b>	<b>\$6,836,318</b>	<b>\$3,731,107</b>	<b>\$5,170,019</b>
<b>Emergency Services Billing Fund</b>	<b>\$3,548,427</b>	<b>\$5,236,112</b>	<b>\$5,278,356</b>	<b>\$6,863,321</b>

## HIGHLIGHTS

The general fund budget for the Department of Emergency Services is \$10,247,110, a decrease of \$11,165,611 or (-52.1%), principally from removing the non-recurring American Rescue Grant. This budget incorporates the county employee compensation changes mentioned in the budget highlights and includes the addition of 23 new positions, of which 18 are for EMTs and one Fiscal Specialist IV in the Emergency Billing Fund.

Increased benefits were included for LOSAP recipients and budgeted in the Emergency Services Support Fund.

# DEPARTMENT OF EMERGENCY SERVICES

## STAFFING

Emergency Services	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Emergency Communications	39.5	40.5	41.50
Emergency Radio Communications	4.0	4.0	4.0
Emergency Management	6.0	6.0	6.0
Emergency Medical Services	44.0	63.0	62.0
Animal Services	18.0	21.0	21.0
<b>Total Department – General Fund</b>	<b>67.5</b>	<b>71.5</b>	<b>72.5</b>
<b>Emergency Billing Fund</b>	<b>44.0</b>	<b>63.0</b>	<b>61.0</b>
<b>Emergency Support Fund</b>			<b>1.0</b>
<b>Total Department</b>	<b>111.50</b>	<b>134.50</b>	<b>134.50</b>

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Emergency Communications–Sheriff’s Office Incidents	70,585	70,600	70,700
Emergency Communications –EMS Incidents	14,278	14,500	14,600
Emergency Communications – Fire Incidents	3,604	3,800	4,000
Career EMS Total # of Responses of Resources	18,452	17,028	18,250
Volunteer EMS total # of Responses of Resources	7,760	6,516	7600
EOC Emergency Activations	2	3	3
Animal Services – Number of Calls	7,063	7,100	7,100
Animal Adoption & Resource Center <b>Average Length of Stay-</b>	0	36	14



# DEPARTMENT OF FINANCE

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## 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

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## 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.

# DEPARTMENT OF FINANCE

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## OPERATING BUDGET

<b>Finance</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration/Budget	\$813,828	\$974,768	\$880,368	\$909,157
Accounting	839,890	959,203	959,203	980,133
Auditing	37,662	50,000	50,000	50,000
Procurement	<u>402,402</u>	<u>421,706</u>	<u>421,586</u>	<u>454,655</u>
<b>Total Department</b>	<b>\$2,093,782</b>	<b>\$2,405,677</b>	<b>\$2,311,157</b>	<b>\$2,393,945</b>

## HIGHLIGHTS

The budget for the Department of Finance is \$2,393,945, a decrease of \$11,732 or (.5%), principally from removing non-recurring expenses in FY2023.

This includes employee compensation changes discussed in the highlights.

## STAFFING

<b>Finance</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration/Budget	6	6	6
Accounting	9	9	9
Procurement	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Department</b>	<b>19</b>	<b>19</b>	<b>19</b>

# DEPARTMENT OF FINANCE

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Capital Projects Monitored - \$Millions	\$347M	\$404M	\$450M
General Obligation Bonds - issued	\$0M	\$30M	\$30M
Exempt Financing - issued	\$0M	\$0M	\$5.1M
Accounts Receivable	\$1.8M	\$.973M	\$1.0M
Fire & Rescue Loans Monitored	8	6	9
Personnel Actions Reviewed-Budget	299	357	360
Payroll / LOSAP Checks & ACH Processed	34,575	39,879	40,000
Vendor Checks & ACH (Payments)	10,655	11,028	12,000
Budget Amendments Processed, including CSMC Actions	629	596	600
Percent Change to General Fund Budget	17.2%	12.7%	12.0%
Grants/Agreements/Actions Reviewed	226	219	220
Requisitions/FPO's Reviewed & Approved	5,963	7,256	7,300
Purchase Orders Issued	4,827	5,592	5,600
Journal Entries Processed	1,532	1,483	1,500
E-Maryland Market Place Postings - Solicitations	10	8	9
Energy Tax Refund Checks	1,334	1,401	1,000
	<b>Actual FY2021</b>	<b>Actual FY2022</b>	<b>Actual FY2023</b>
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 HUMAN RESOURCES**

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## **DESCRIPTION**

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

Significant effort is focused on employee recruitment and retention through salary scale increases, retention, referral, and new hire bonuses, automating the recruiting, onboarding and the benefit administration processes and expanding and maintaining a best-in-class employee benefits program.

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.

## **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 950 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Human Resources	\$1,083,982	\$1,349,717	\$1,340,412	\$1,561,449
Risk Management	858,803	1,161,351	1,216,855	1,225,996
Commission for People w/Disabilities	2,493	2,300	2,300	2,300
Grants	<u>4,664</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Department – General Fund</b>	<b>\$1,949,942</b>	<b>\$2,513,368</b>	<b>\$2,559,567</b>	<b>\$2,789,745</b>

## HIGHLIGHTS

The general fund budget for the Department of Human Resources is \$2,789,745, an increase of \$276,377 or 11.0%. The budget incorporates the county employee compensation changes mentioned in the budget highlights. Included in the budget is a converted hourly position to regular part-time, Human Resources Assistant.

## STAFFING

Human Resources	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Human Resources	7.75	8.50	8.50
Risk Management	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Department – General Fund</b>	<b>8.75</b>	<b>9.50</b>	<b>9.50</b>

# DEPARTMENT OF HUMAN RESOURCES

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b><u>Human Resources</u></b>			
Employment Applications	1511	3389	2700
New Hires (includes PT, Temp, Sub, and Seasonal)	793	590	625
Retirees/Separations/Other	292	377	335
Employee Evaluations Processed/Tracked	739	708	723
<b><u>Risk Management</u></b>			
Risk Claims	209	213	225
Workers' Compensation Claims	88	105	110
<b><u>ADA and FMLA Compliance</u></b>			
Training, Presentations, Proclamations	4	4	5
Commission on People with Disabilities Meeting Administration	8	6	6
FMLA Inquiries	93	97	99
FMLA Requests Processed	82	87	90
FMLA Intermittent	21	25	29
<b><u>Employee Benefits</u></b>			
Health Care Participants (County Active & Retired)	849	860	865
State Retirement Retirees (County)	236	250	274
Sheriff's Office Retirees	115	124	133
Benefit Educational Events	13	14	16
Employee Wellness Events	39	40	42
<b><u>Department Overall Objectives</u></b>			
Annual Employee Turnover	8.48%	13.28%	9.0%
Annual Benefit Premium Renewals			
• Health	6.6%	3.0%	2.5%
• Workers Comp	25%	24%	25%
• Risk	33%	6%	10%
Biannual Employee Satisfaction Survey			
• Employee Participation	41% employee response		
• Satisfied with the workplace	74% of respondents		
• Intend to continue employment	79% of respondents		

# 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 network infrastructure. Services of the department include technical support, systems support, equipment maintenance, technology training, technical planning, telecommunications, infrastructure, and computer access control and security.

Recognizing the need for improved Broadband Access, St. Mary's County government has undertaken a strategic approach to improving the county broadband infrastructure by leveraging available grants and marketing the availability of these opportunities to households and employers. St. Mary's County will continue to work to ensure options for affordable, ultra-high capacity, high-speed broadband; and expanded cable offerings are available to county residents and businesses. The most current information regarding our progress can be found on the county website at [www.stmaryscountymd.gov/broadband](http://www.stmaryscountymd.gov/broadband).

## GOALS

- Provide citizens, the business community, and County departments/agencies 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. The percentage of calls completed in 8 hours or less are reported monthly.

## OPERATING BUDGET

Information Technology	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Technology	\$4,452,904	\$7,437,025	\$7,170,930	\$7,221,577
<b>Total Department</b>	<b>\$4,452,904</b>	<b>\$7,437,025</b>	<b>\$7,170,930</b>	<b>\$7,221,577</b>

## HIGHLIGHTS

The budget also continues the county employee compensation changes mentioned in the budget highlights as well as one new position: Cyber Information Security Officer. Budget request includes upgrades to Microsoft 365, Asset Management and Timekeeping software. \$1.1 Million Broadband grant.



# **DEPARTMENT OF INFORMATION TECHNOLOGY**

## **STAFFING**

<b>Information Technology</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
<b>Total Department</b>	<b>24</b>	<b>25</b>	<b>25</b>

## **PERFORMANCE MEASURES**

<b>Indicators</b>	<b>Actual FY2022</b>	<b>Estimated FY2023</b>	<b>Projected FY2024</b>
Information Technology Help Desk Requests	10,207	10,386	12,307

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## 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 conducts 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 and Compliance Division performs final on-site inspections for new projects, floodplain, and residential stormwater compliance inspections, and leads the fieldwork responsibilities of the damage assessment team following destructive storms. Department staff in Zoning Administration processes variance and conditional use cases that are decided by the Board of Appeals. Zoning Administration staff also reviews commercial development and subdivision plans for compliance with environmental regulations. The Comprehensive Planning Division prepares amendments to the Comprehensive Water and Sewerage Plan, implements the Comprehensive Plan and Lexington Development District Master Plan, and is staff to the 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

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## 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 land 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 to serve as back-up to this position.
  - 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, organize, and supply information to more than 15 commissions and boards annually.
- Educated and trained inspection staff, six 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.
- The three permit specialists, permit manager, residential plan stormwater 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 includes four inspectors and the Zoning Compliance Supervisor.
- Staff of the Development Services Division: a Planner IV, Planner III, and Planner II, and the Senior Administrative Coordinator review subdivision and non-residential plans. When fully staffed, target review time is four weeks for site plans and subdivisions; review time for resubmittals is two weeks. Development Services staff use Central Square software to track 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.

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## OBJECTIVES (continued)

- Planner III (Environmental Planner) and Planner II (Critical Area Plan Reviewer) 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 from FY 2022 through FY 2024.
- Update the County's Comprehensive Water and Sewerage Plan as needed with input from the St. Mary's County Metropolitan Commission.
- Collaborate with other departments for long-range planning efforts and implementation to provide increased opportunities for St. Mary's County citizenry.
- 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 and Critical Area Planner II in Zoning Administration and the Residential Pan Stormwater Planner III 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. Eleven staff are trained to coordinate on these reviews. The Zoning Ordinance designates which uses and residential densities are allowed on agricultural property in the Rural Preservation zoning district. Four inspectors investigate allegations of violations to the zoning ordinance on properties in rural areas.

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## **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 with 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, department staff regularly participates 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. Department staff meet with design professionals and their attorneys when requested. Meetings are available Monday through Friday. This objective is measurable by a listing of the groups staff regularly meet with.

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## OPERATING BUDGET

Land Use & Growth Management	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Administration	\$827,457	909,941	912,581	1,056,275
Comprehensive Planning	332,102	402,160	402,160	425,552
Development Services	268,304	353,913	352,713	399,770
Zoning Administration	263,821	385,595	352,145	360,037
Planning Commission	24,539	25,586	25,586	25,372
Boards of Appeals	17,010	41,480	36,598	35,901
Historical Preservation	465	2,230	2,230	2,230
Permit Services	345,338	377,731	378,081	433,938
Inspections & Compliance	435,953	488,921	479,521	508,994
Board of Electrical Examiners	2,578	13,500	5,200	5,200
Building Code Appeals Board	0	100	0	0
Commission on the Environment	179	1,575	2,773	2,773
Plumbing Fuel & Gas Board	0	50	50	50
Grants	<u>0</u>	<u>2,000</u>	<u>1,500</u>	<u>1,500</u>
<b>Total Department – General Fund</b>	<b>\$2,517,746</b>	<b>\$3,004,782</b>	<b>\$2,951,138</b>	<b>\$3,257,592</b>

## HIGHLIGHTS

The general fund budget for the Land Use and Growth Management Department is \$3,257,592, an increase of \$252,810 or 8.4%. It includes the county employee compensation changes mentioned in the budget highlights. One replacement pick-up truck is included in the approved FY2024 budget.

## STAFFING

Land Use & Growth Management	FY2023 Adjusted	FY2024 Requested	FY2024 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>
<b>Total Department – General Fund</b>	<b>30</b>	<b>30</b>	<b>30</b>
Boards of Appeals	6	6	6
Planning Commission	8	8	8

# DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

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## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Front Counter Telephone Calls	8,340	8,162	10,000
Departmental Visits, Inquiries, Plan Drop-offs	6,223	5,885	6,000
Permits Reviewed (This is the number for all types combined including the environmental permits and certificates of occupancy that are reported separately)	10,062	10,500	11,500
Environmental Permits Reviewed	641	550	450
Zoning Ordinance Amendments	2	1	4
Update Comprehensive Plan	0	1	1
Planning Commission Regular Meetings	18	16	20
Planning Commission Concept Plans, Major Subdivisions, and Other Public Hearings	21	20	17
Board of Appeals Meetings	23	18	20
Board of Appeals Cases Reviewed	39	31	30
Concept Plan Reviews	11	13	12
Major and Minor Plan Reviews	56	62	62
Major Subdivision Reviews	3	3	2
Minor Subdivisions, Boundary Line Adjustment Plats, Confirmatory Plats Reviews	90	81	82
Zoning Code Enforcement Inquiries Received	242	245	275
Critical Area Code Enforcement Cases	60	35	60
Minimum Livability Cases	8	20	25
Residential Zoning Inspections	1370	1330	1500
Stormwater Management Residential Inspections	360	320	420
Certificates of Use & Occupancy Issued	373	333	353
Critical Area Zoning Inspections	11	12	16
Critical Area Planting Agreement Inspections	103	115	145
Historic Preservation Meetings	12	11	12
Responses to Customer Requests for Historic Preservation Information	27	31	45
Commission on the Environment Meetings	11	12	12
Commission on the Environment Earth Day	1	1	1
Department Staff Meetings with Commissions, Boards, Agencies, Design Professionals	128	140	140

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

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## 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

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## 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

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## 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

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## OPERATING BUDGET

Public Works & Transportation	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Administration	\$414,258	\$624,562	\$622,023	\$672,238
Engineering Services	1,035,001	1,182,328	1,206,490	1,211,768
Development Review	253,634	270,379	270,379	279,094
Construction & Inspections	876,161	994,155	1,132,244	1,021,544
County Highways	6,590,875	6,879,088	6,614,073	5,889,377
MS4 Program	545,306	898,806	948,170	965,047
Mailroom	130,006	148,593	149,893	129,696
Vehicle Maintenance Shop	1,671,657	1,727,799	1,727,999	1,812,900
Non-Public School Bus Transportation	2,901,247	3,454,842	4,204,608	4,181,455
St. Mary's County Airport	154,940	223,285	326,685	184,928
St. Mary's Transit System (Grants)	2,677,184	3,984,972	3,730,857	4,255,712
Building Services	<u>4,714,290</u>	<u>5,374,312</u>	<u>5,620,486</u>	<u>5,659,724</u>
<b>Total Department – General Fund</b>	<b>\$21,964,559</b>	<b>\$25,763,121</b>	<b>\$26,553,907</b>	<b>\$26,263,483</b>
<b>Solid Waste &amp; Recycling Fund</b>	<b>\$5,429,548</b>	<b>\$5,849,125</b>	<b>\$5,985,953</b>	<b>\$6,003,154</b>
<b>Miscellaneous Revolving Fund – Fuel Operations</b>	<b>\$6,218</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>

## HIGHLIGHTS

The general fund budget for the Department of Public Works & Transportation is \$26,263,483, an increase of \$500,362 or 1.9%. The budgeted amount incorporates the county employee compensation changes mentioned in the budget highlights, two Building Maintenance Mechanics and a grant Transportation Specialist position. Multiple replacement vehicles and an additional \$753,299 for Non-Public School Bus Drivers contract to match Public Schools.

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

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## STAFFING

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<b>Public Works &amp; Transportation</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration	4	4	4
Engineering Services	7.8	7.8	7.8
Development Review	3	3	3
Construction & Inspections	6	7	6
County Highways	46	46	46
Mailroom	2	2	2
MS4	5	5	5
Vehicle Maintenance Shop	19	19	19
Non-Public School Bus Transportation	1	1	1
St. Mary's County Airport	1	1	1
St. Mary's Transit System (Grant)	26.6	27.6	27.6
Building Services/Courthouse Custodian	<u>32</u>	<u>34</u>	<u>34</u>
<b>Total Department – General Fund</b>	<b>153.4</b>	<b>157.4</b>	<b>156.4</b>
<b>Solid Waste &amp; Recycling Funds</b>	<b>15</b>	<b>15</b>	<b>15</b>
<b>Total Department</b>	<b>168.4</b>	<b>172.4</b>	<b>171.4</b>

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>Administration</b>			
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
<b>Engineering Services</b>			
Capital Projects (Planning/Design/Construction)	4149	3850	3850
Full-Time Project Managers (not incl. Deputies)	6	6	6
Capital Budget Approved (FY increase above existing projects)	\$25.9M\$47.5 M	\$29.4M\$25.9M	\$24.1M\$26.4 M
<b>Development &amp; Plan Review</b>			
Subdivision, Site, & As-Built Plans Reviewed	536	575	600
Average Duration of Plan Review	20 Days	18 Days	16 Days
Record Plat Submissions Reviewed	3	10	12
Average Plat Review Time (Target: < 20 Days First Review & < 15 Days on Subsequent Reviews)	10 Days	15 Days	15 Days
New Grading Permits Approved	22	25	28
New Public Works Agreements Approved	2	5	5
<b>Construction &amp; Inspections</b>			
Inspections (capital, subdivision & grading permits)	3213 2755	3847 2428	4481 2500
Active Construction Permit Bonding	5,071,250 5,725,340	5,445,950 6,267,040	5,820,650 6,893,744
Active Grading Permit Bonding	13,610,6720 12,230,222	16,592,372 16,083,722	19,574,072 20,104,652
Inspections per Inspector per Day @ 260 days per year	2.96 2.53	4.245.14	5.52 5.25
Asphalt Overlay & Slurry/Modified Seal Program(mi)	19.35 23.19 / 20.64 37.58	17.0 7.09 / 29.23 20.61	20.0 15.00 / 30.0 20.00
<b>County Highways</b>			
Highway Maintenance Mileage (centerline miles)	665	669	673
County Maintained Roads	1,680	1,682	1,684
Maintenance Requests Received	1,290	1,350	1,400
Utility Permits Issued	67	75	85
Metal/Plastic Pipes Replaced (feet)	5,210	5,350	5,500

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

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## PERFORMANCE MEASURES (continued)

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>Solid Waste &amp; Recycling</b>			
Total County MRA Waste Generated (tons)	129,622	130,918	132,277
Total Rubble from Landfill (tons) Exported	7003	7073	7143
Total MSW from Convenience Stations (tons)	23,507	23,742	24,216
# Customers Served at St. Andrews Landfill	40,234	40,234	40,636
<b>MS4</b>			
Maintenance Inspections – Contract Management	404	425	450
SWM- related Landscape Mgmt Contract Mgmt	24	31	35
MDE Annual Report	1	1	1
<b>Vehicle Maintenance</b>			
Ratio: # of Sheriff Vehicles / Total # County Fleet (%)	216/466 46.4%	237/496 47.8%	249/503 49.5%
# Un-tagged Vehicles and Equipment in Fleet	216	237	249
# Tagged Vehicles and Equipment in Fleet	466	496	503
Total Maintenance monies spent / Replacement Value of Fleet (%)	\$1,671,656/ \$24,607,619 6.8%	\$1,909,513/ \$26,650,109 7.2%	\$2,147,371/ \$28,862,130 7.4%
Job Orders for Law Enforcement/Total # Job%	34%	34.9%	36%
Type "A-C" Preventive Scheduled Maintenance (PM)	33%	35.5%	36%
Type "D" Corrective Unscheduled Maintenance (CM)	67%	64%	65%
<b>Non-Public-School Bus Transportation</b>			
Buses Under Contract	49	49	49
Total Riders including transfers / # Out of County	1150/4	1150/4	1200/2
Average Riders per Bus	33	33	33
Annual Bus Route Mileage	584,226	584,226	583,100
Cost per Mile Goal is < \$3.00 (State avg is \$5.42/ mile)	\$7.20	\$7.20	\$7.10

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

## PERFORMANCE MEASURES (continued)

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>St. Mary's Transit System</b>			
Total STS System Ridership (#)	196,361	200,745	210,860
Annual Route Mileage (All Routes & Services)	939,122	987,529	1,035,936
Oper. Cost per Hour (Public) Range: <\$65-\$85 hr.	\$44.93	\$58.10	\$65.60
Oper. Cost per Mile (Public) Range: <\$4 - \$6/mi	\$5.32	\$5.42	\$5.50
Oper. Cost per Passenger Trip (ADA/SSTAP) Range: \$20-\$40/trip	\$18.65/\$346.83	\$21.41/\$73.50	\$23.27/\$75.30
Passenger Trips per Hour (ADA/SSTAP)	35/17	49/33	63/41
<b>Mailroom</b>			
Pieces of Mail Processed	171,093	131,922	142,934
<b>Airport Operations (*Note: CY data vs. FY)</b>			
FAA Fixed Base Aircraft Inventory	225	232	235
# Transient Visitors (Estimates)	310	350	400
Rotary Wing Helicopter Operations (MSP& MedStar)	1239	1250	1260
Private T-Hangar & Tie-Down Capacity	233	233	233
Aircraft Landings / Takeoffs (State MAA Operational Estimates)	40,263	41,308	42,323
Jet A & 100 Low-Lead Fuel Purchased (gal.)	336,260	340,000	350000
<b>Building Services</b>			
Total Square Footage of Buildings Maintained (GSF)	880,000	880,000	880,000
FTE's Needed to Inspect Facilities / Day @ 50,000 safe / hour	2.5	2.5	2.5
Total # of Staff Needed per APPA: 1 per 45,000 safe maintained	19	21	21
Buildings Maintained / Buildings with Janitorial Services	34	34	34
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)	\$5.38	\$5.38	\$5.65
Public Utility Expenses per safe (Range: \$1.51 - \$2.22 / safe)	\$1.51	\$1.51	\$1.59
Custodial Services: "Occupied" Square Footage Cleaned	363,766	363,766	363,766

# DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

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## PERFORMANCE MEASURES (continued)

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Custodial Costs & Supplies / Occupied S.F. (Standard: >\$3.25)	\$1.55	\$1.60	\$1.65
# Work Order Requests for Maintenance and Service	15,000	16,000	16,000
Average # Work Orders per Mechanic per Year (14)	1,000	1,000	1,000
Average # Work Orders per Mechanic per Day (260 days)	4.02	4.5	4.5
# Mechanics Needed per M.S.F. (max.20 / mos.)	18	18	18
<b>Purchasing – Fuel Service</b>			
Permanent / Mobile or Temp Fueling Facilities	2	2	2
Gallons of Gasoline / Gallons of Diesel - Pumped	502,731/139,643	516,258/131,317	509,495/135,480
Average Cost of Fuel Gas / Diesel - per Gallon	\$3.01/\$2.99	\$3.10/\$3.80	\$3.06/\$3.40
<b>Purchasing – Fuel Service Same as above?</b>			
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 RECREATION & PARKS

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**STRATEGIC PLAN** [www.stmaryscountymd.gov/recreate/strategicplan](http://www.stmaryscountymd.gov/recreate/strategicplan)

**MASTER PLAN** [www.stmaryscountymd.gov/docs/lpprp.pdf](http://www.stmaryscountymd.gov/docs/lpprp.pdf)

## VISION

A leader in cultivating exceptional leisure experiences in our community.

## MISSION

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

## 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 four 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, Old Jail, 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).

# DEPARTMENT OF RECREATION & PARKS

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.

## GOALS

- Provide a variety of quality recreation, leisure, and educational experiences for the public to enjoy.
- Create new recreational amenities as needed to address growing community needs.
- Enhance existing parks, trails, waterfront areas and recreational facilities.
- Foster 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 (CIP) 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

<b>Recreation &amp; Parks</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration	1,310,406	1,401,293	1,488,127	1,522,178
Parks Maintenance	2,566,020	2,724,739	3,156,549	3,205,111
Non-Profits – Recreation & Parks	138,200	166,700	166,700	136,330
Grants	25,196	30,100	30,000	30,181
Chancellors Run Reg Park	91,548	69,654	99,754	99,754
Museum	<u>800,813</u>	<u>827,985</u>	<u>870,835</u>	<u>931,744</u>
<b>Total Department – General Fund</b>	<b>4,932,183</b>	<b>5,220,471</b>	<b>5,811,965</b>	<b>5,925,298</b>
<b>Recreation Activity – Enterprise Fund</b>	<b>2,588,788</b>	<b>5,185,790</b>	<b>5,451,177</b>	<b>5,593,761</b>
<b>Wicomico Shores Golf – Enterprise Fund</b>	<b>1,491,903</b>	<b>1,616,733</b>	<b>1,692,588</b>	<b>1,814,344</b>

# DEPARTMENT OF RECREATION & PARKS

## HIGHLIGHTS

The general fund budget for the Department of Recreation & Parks is \$5,925,298, an increase of 704,827 or 13.5%. This budget includes the county employee compensation changes mentioned in the budget highlights. Department received one new position, Parks Manager and vehicle and other replacement equipment. \$40,000 was included in the Museums Division for grass cutting at St. Clements Museum.

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

Agency	Category	Amount
7 <sup>th</sup> District Optimist Club	Community Event	12,000
Chamber Orchestra of So MD	Community Event	1,750
Historic Sotterley, Inc.	Historical & Heritage	63,580
Historic St. Mary's City Foundation	Historical & Heritage	30,000
Lexington Park Rotary Foundation	Community Event	2,000
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 County Historical Society	Historical & Heritage	10,000
Unified Comm for Afro-American Contributions	Community Event	4,000
<b>Total</b>		<b>136,330</b>

## STAFFING

Recreation & Parks	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Administration	14	15	14
Parks Maintenance	16	17	17
Museum	5	5	5
<b>Total Department – General Fund</b>	<b>35</b>	<b>37</b>	<b>36</b>
<b>Wicomico Shores Golf</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Total Department</b>	<b>41</b>	<b>43</b>	<b>42</b>

# DEPARTMENT OF RECREATION & PARKS

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>Parks and Facility Maintenance</b>			
Parks, public landings, county facilities (grounds) and school sites (ball fields) maintained	119	119	119
Parks, schools (ball fields), facilities-acres maintained	2,275	2,275	2,275
Athletic fields, courts, playgrounds, other facilities	218	221	221
Recreation buildings, restroom buildings and other structures maintained	72	75	76
Park improvement / construction projects	10/4	12/12	8/13
Park/facility users (estimated)	897,692	969,508	989,510
Sports leagues using fields / teams / league participants	28/837/11,919	28/853/12,158	30/856/13,258
<b>Museums*</b>			
Visitors (daily admission and special events)	12,694	8,475	15,000
Museum outreach education programs	0	5	10
Museum outreach education program participants	0	45	100
Volunteers / # Volunteer hours	79/723	79/750	85/800
Value of volunteer service	11,568	12,000	12,800
Boat passengers to St. Clements Island	4,267	6,000	6,500
Guided Tours and Education Programs – Number of tours/ participants	21/985	10/500	30/1200

\*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.

# DEPARTMENT OF RECREATION & PARKS

## PERFORMANCE MEASURES (continued)

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>Recreation Division</b>			
Recreation program participants	63,096	60,000	65,600
Camps	596	1,300	650
School Age Care	110	350	250
Gymnastics	2039	750	2,100
Leisure classes	416	600	600
Special events	1997	6,000	3,000
Sports	14,843	20,000	15,500
Teen	264	800	350
Great Mills Swimming Pool	17,047	20,000	18,000
Wellness & Aquatics Center	3,384		5,000
Spray Park	3,400	600	800
Skate Park	957	4,250	1,200
Regional Park	17,912	17,000	18,000
Therapeutic	131	150	150
Volunteers / Volunteer hours	500/25,000	1,600/80,000	500/25,000
Value of volunteer services	\$400,000	\$1,900,000	\$400,000
<b>Wicomico Shores Golf Course</b>			
Rounds of golf / Season pass users	25,146/ 102	26,000/80	26,200/85
Junior golf program participants	74	81	85
Outings held	31	33	33

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# ELECTED

# OFFICIALS

- Program Descriptions
- Goals
- Objectives
- Operating Budget
- Highlights
- Staffing
- Performance Measures

# CIRCUIT COURT

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## DESCRIPTION

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

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## 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

<b>Circuit Court</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration	\$1,013,150	\$1,242,438	\$1,418,720	\$1,440,678
Law Library	33,936	41,250	42,250	42,250
Grants	<u>598,423</u>	<u>873,806</u>	<u>877,405</u>	<u>945,046</u>
<b>Total - Circuit Court</b>	<b>\$1,645,509</b>	<b>\$2,157,494</b>	<b>\$2,338,375</b>	<b>\$2,427,974</b>

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## HIGHLIGHTS

- The budget for the Circuit Court is \$2,427,974, an increase of \$270,480, or 12.5%. This budget includes the county employee compensation changes mentioned in the budget highlights, the conversion of an hourly Family Recovery Court Coordinator II position to full-time, recording equipment installations and server upgrades, as well as an increase in grant funding.



# CIRCUIT COURT

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## STAFFING

<b>Circuit Court</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration	10.00	10.00	10.00
Grants	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>
<b>Total - Circuit Court</b>	<b>13.0</b>	<b>14.0</b>	<b>14.0</b>
<b>Bailiffs / Chief Bailiff</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
<b>Total Circuit Court</b>	<b>17.0</b>	<b>18.0</b>	<b>18.0</b>

## PERFORMANCE MEASURES

<b>Indicators</b>	<b>Actual FY2022</b>	<b>Estimated FY2023</b>	<b>Projected FY2024</b>
Family Services Grant	203,801.00	201,539.00	209,600.00
Adult Drug Court Grant (State)	269,000.00	295,000.00	329,814.00
Highway Safety Grant (Adult Drug Court)	84,607.00	84,607.00	84,607.00
Child Support Cooperative Reimbursement	13,084.00	13,655.00	13,330.00

# ORPHAN'S COURT

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## DESCRIPTION

The Orphan's Court consists of three judges elected to serve concurrent four-year terms. The Court is responsible for hearing matters involving decedents' estates which are probated judicially, approves administration accounts and awards of personal representatives' commissions and attorneys' fees in all estates, has concurrent jurisdiction with the Circuit Court in the guardianship of 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2023 Approved
<b>Total – Orphan's Court</b>	\$62,252	\$64,754	\$72,034	\$76,293

## HIGHLIGHTS

The budget for the Orphan's Court is \$76,293, an increase of \$11,539 or 17.8%. This increase is attributed to compensation changes mentioned in the highlights, new books, cloaks for Judges and interpreters for proceedings.

## STAFFING

Orphan's Court	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>Total Department</b>	3	3	3

# ORPHAN'S COURT

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## PERFORMANCE MEASURES

<b>Indicators</b>	<b>Actual FY2022</b>	<b>Estimated FY2023</b>	<b>Projected FY2024</b>
Decedent's Estates Opened	658	700	700
Judicial Probate Proceedings	28	30	30
Estate Hearings	72	85	80
Show Cause Orders Issued	74	70	70
General Court Orders Issued	220	200	200
Court Order Issued Approving Extension of Time	23	25	25
Limited Orders to Locate Will or Assets	74	70	75
Orders Approving Funeral Costs	7	10	10
Orders Approving Attorney Fees & Personal Representative Commissions	146	150	150
Guardianship Accounts Reviewed and Approved	14	15	15
Administration Accounts Reviewed and Approved	399	400	420

# OFFICE OF THE SHERIFF

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## **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***

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 affect 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

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## 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 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

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## DESCRIPTION (continued)

The St. Mary's County Sheriff's Office is organized into five divisions: Administrative, Criminal Investigations / Vice-Narcotics, Patrol, 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 224 to 292 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 100 to 119. In addition to the Pre-Trial Services Program, the SMCDRC offers programs to assist with successful Offender Re-Entry including but not limited to Day Reporting, 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

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## DESCRIPTION (continued)

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

- Continued implementation of District Based Policing throughout the county.
- Increase Traffic Safety Unit for enforcement and educational programs to decrease fatal and serious crashes.
- Increase the number of Station Clerk positions and their salaries in order to ensure the District Stations are adequately staffed and open for the public to access.
- Implement Speed Enforcement Cameras in and around school zones throughout the county.
- Expand the School Resource Officer (SRO) Program into elementary schools.
- Effectively recruit Corrections Officers and Deputies to fill vacancies and enhance retention strategies for current employees.
- Ensure sufficient infrastructure is in place for services provided by the Sheriff's Office by continued planning and construction of the new Headquarters and Police Services buildings in Leonardtown.
- Continue the implementation of the National Network for Safe Communities' (NNSC) Group Violence Intervention (GVI) program. A strategic approach to violence reduction by assembling a partnership of law enforcement, social service providers, and committed community organizations to engage in on-going communication with members engaged in potential criminal activity.

# OFFICE OF THE SHERIFF

## OPERATING BUDGET

Sheriff's Office	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Law Enforcement	\$31,598,684	\$37,782,549	\$40,388,416	\$39,385,476
Corrections	14,370,592	17,492,262	17,827,960	18,052,997
Training	280,614	360,177	400,177	400,177
Canine	30,168	34,760	35,260	35,260
Court Security	836,093	951,318	951,318	1,070,076
Grants	<u>1,803,410</u>	<u>2,335,098</u>	<u>3,045,422</u>	<u>2,996,375</u>
<b>Total - Sheriff – General Fund</b>	<b>\$48,919,561</b>	<b>\$58,956,164</b>	<b>\$62,648,553</b>	<b>\$61,940,361</b>
<b>Miscellaneous Revolving Fund –</b>				
<b>Asset Forfeiture - Federal</b>	<b>\$(32,242)</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>Asset Forfeiture – Local</b>	<b>\$-0-</b>	<b>\$67,500</b>	<b>\$67,500</b>	<b>\$67,500</b>

## HIGHLIGHTS

The general fund budget for the Office of the Sheriff is \$61,940,361, an increase of \$2,984,197 or 5.1% more than the prior year, including grant funding. In addition to incorporating the county employee compensation changes mentioned in the budget highlights, the Sheriff's budget includes:

- 8 new positions for Law, as well as 24 approved promotional ranks for Law and Corrections.
- 1 new and 27 replacement vehicles for Law and Corrections.
- 6% additional market salary increase for Law Sworn employees.

## STAFFING

Sheriff's Office	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Sheriff	1	1	1
Law Enforcement			
Civilians	67	75	75
Sworn	153	154	153
Corrections			
Civilians	30	30	30
Sworn	101	101	101
Court Security	13	13	13
Grants			
Civilians	3	3	3
Sworn	5	5	5
<b>Total - Sheriff - General Fund</b>	<b>116</b>	<b>373</b>	<b>381</b>



# OFFICE OF THE SHERIFF

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## PERFORMANCE MEASURES

Indicators	Actual CY2022
Incidents Requiring Police Response	70,802
Arsons	4
Breaking and Entering	311
Felony Assaults & Misdemeanors	1,600
Murders	5
Rapes	26
Robberies	36
Thefts (Includes Auto Thefts)	1,092
Emergency Petitions	827
Emergency Services Team (E.S.T.) Operations	61
Child Abuse Cases	90
Narcotics Violations	536
Larceny After Trust Cases	8
Forgeries	217
Fraud Cases	396
Possession/Weapon Cases	77
Sex Offenses	207
Vandalism	763
DWI's	169
Liquor Law Violations	27
Disorderly Conduct Case	22
Battered Spouse Cases	507
Other Offenses (Premises check, loud noise, burglar alarms, suspicious persons/vehicles)	10,074
Arrests Made - Adults (Warrants, Civil/Criminal)	2,697
Arrests Made - Juveniles (Investigations)	470
<b><u>Narcotics Cases Investigated: Local</u></b>	
Arrests Made	81
Value of Drugs Seized	672,378.75
Number of Search Warrants	209
Money Seized (FY)	46,137.18
Money Awarded (FY)	4,788.00
Vehicles Seized	15

# OFFICE OF THE SHERIFF

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## PERFORMANCE MEASURES (continued)

Indicators	Actual CY2022
<b><u>Child Support Enforcement</u></b>	
Summonses - Received	941
Summonses - Served	906
Warrants – Received	57
Warrants – Served	32
Civil Process – Received / Served - (Summonses, writs, replevin, evictions, subpoenas, etc.)	9,949/9,847
Civil Process Fees Received (FY)	\$73,949
<b><u>Traffic</u></b>	
Accidents	3,332
Citations	3,847
Warnings	8,590
Accident Reconstructions	19
Child Safety Seat Inspections/Installations	98
Traffic Complaints	3,675
<b><u>Crime Lab</u></b>	
Number of Crime Scenes Processed	793
Search Warrant Assist	193
<b><u>Volunteer Program</u></b>	
Number of Hours Worked by Volunteers (Chaplains, Interns, Other Volunteers)	2,878
<b><u>K-9 Program – (FY)</u></b>	
Number of Canine Duties Performed	5,329
Number of Criminal Arrests and Assisted Arrests	278
Value of Drugs Seized	266, 396
Money Seized Due to Canine Drug Detection	72,057
Felony Suspects Apprehended by Canine Teams	72

# OFFICE OF THE SHERIFF

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## PERFORMANCE MEASURES (continued)

Indicators	Actual FY2022
<b><u>Corrections – (FY)</u></b>	
Annual Number of Arrestees Processed (Walk-Thrus, Intakes, Releases)	2,832
Average Daily Population	165
Inmates Attendance in Education Program (GED)- (Monthly Average)	7
Inmates Attendance in IEP/Tutoring/Creative Writing/English 900 (Monthly Average)	1
Inmates Attendance in Drug/Alcohol/HIV/Domestic Violence Treatment/Anger Mgmt/Mediation/ Parenting/Life Skills Programs (Monthly Average)	20
Number of Inmates Referred to the Mental Health Program (Monthly Average)	478
Inmates Attendance in Walden Jail Substance Abuse Program (Monthly Average)	30
Inmates Attendance in Computers (Mo. Avg.)	0
Inmates Sentenced to Day Reporting (Mo. Avg.)	46
Inmate Work Hours (i.e. kitchen, laundry, clean-up)	58,105
<b><u>Alternative to Incarceration</u></b>	
Pre-Trial Services Offenders Monitored in the Community (Monthly Average)	108
Pre-Trial Services Offenders Screened for Program Eligibility	1,072
Drug Court and Family Court Participant Substance Abuse Screenings	92

# OFFICE OF THE STATE'S ATTORNEY



## DESCRIPTION

The State's Attorney is an independently elected state official who serves as the chief law enforcement officer and lead prosecutor for Saint Mary's County. The role of the State's Attorney is to enforce criminal statutes, defend the interests of the citizens of our County according to the law, provide leadership in the prevention of crime, and fairly and impartially seek just punishment for those found guilty of illegal behavior.

The State's Attorney is staffed with full-time prosecutors, including the elected State's Attorney, and supported by highly trained paralegals, legal assistants, investigators, evidence analysts, and victim/witness support personnel. These dedicated public servants are here to serve all Saint Mary's County residents. The prosecutors who work in this Office protect 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. To support that mission, we educate the public on criminal-justice issues, train lawyers for future service, address inequality, promote fairness and ensure 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 has historically maintained a Child Support Division responsible for establishing paternity and child support orders and representing the Bureau of Child Support Enforcement in collection and contempt proceedings. This partially grant-funded division will be transferred back the State in October 2023 thanks to legislation recommended by the State's Attorney. Our Office administers the community service program that diverts minor offenders from the criminal justice system. This Office established Project Graduation and is a leading participant with the Substance Abuse Recovery Court to keep our citizens safe from the detrimental impact of alcohol and drugs. Our Office also pursues forfeiture of money and other assets from criminals involved in illegal narcotics trafficking.

Our prosecutors coordinate with allied federal, state, and local law enforcement agencies 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 animal abuse cases are vigorously 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

# **OFFICE OF THE STATE'S ATTORNEY**

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 non-fatal police-involved shootings and any criminal matters when determined by the State's Attorney to be appropriate.

## **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 financial 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, when appropriate.
- Partnerships. 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 these agencies.
- Leadership. As an Office with unique authorities, opportunities, and capabilities, the State's Attorney has essential leadership responsibilities to those who fight crime and administer justice.
- Deterrence. The State's Attorney remains committed to deterring crime by fostering community engagement through proactive and preventive educational initiatives.
- 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 also the way 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Judicial	\$3,658,534	\$4,428,524	\$6,055,928	\$5,589,757
Grants	<u>578,448</u>	<u>885,017</u>	<u>854,784</u>	<u>784,427</u>
<b>Total-General Fund</b>	<b>\$4,236,982</b>	<b>\$5,313,541</b>	<b>\$6,910,712</b>	<b>\$6,374,184</b>
<b>Miscellaneous Revolving Fund - Drug Enforcement</b>	<b>\$57,002</b>	<b>\$91,489</b>	<b>\$91,489</b>	<b>\$81,903</b>
Project Graduation	\$83,362	\$90,000	\$0	\$0

## HIGHLIGHTS

The general fund budget for the Office of the State's Attorney is \$6,374,184, an increase of \$1,060,643 or 20% more than the prior year, including grant funding. Increase represents full year cost of positions added during FY2023.

## STAFFING

Office of the State's Attorney	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Judicial	45	53	46
Grants	<u>7</u>	<u>7</u>	<u>7</u>
<b>Total Office of the State's Attorney</b>	<b>52</b>	<b>60</b>	<b>53</b>

# OFFICE OF THE COUNTY TREASURER

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## DESCRIPTION

The primary function of the Treasurer's Office is the billing and collection of real and personal property taxes for the State and County. Related responsibilities include the billing and collection of erosion, road, agricultural, and other miscellaneous special taxes, penalties and interest; verification and inspection of records and stamping of real property deeds for tax clearance prior to recordation; intake and processing of qualified senior tax credit applicants, and the adjustment of tax accounts for credits to both real estate and personal property accounts; completion and submission of bankruptcy documentation on real property accounts to the bankruptcy court; conducting the annual tax sale; the billing, collection, and remittance of the Town of Leonardtown Tax to the Town of Leonardtown, 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, BINGO 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. <https://www.stmaryscountymd.gov/treasurer/>

## 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

<b>Treasurer</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
Administration	\$466,605	\$512,190	\$579,923	\$573,927
<b>Total - Treasurer</b>	<b>\$466,605</b>	<b>\$512,190</b>	<b>\$579,923</b>	<b>\$573,927</b>

## HIGHLIGHTS

The budget for the Office of the County Treasurer is \$573,927 an increase of \$61,737 or 12.1%. This increase includes the conversion of a temporary part-time position to a full-time position necessary to provide the highest quality of service as well as county employee compensation changes mentioned in the budget highlights.

# OFFICE OF THE COUNTY TREASURER

## STAFFING

Treasurer	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Total – Treasurer	5	6	6

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
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	\$149,689,203	\$155,361,546	\$162,849,530
Delinquent Personal Property Collections Revenue	\$62,493	\$50,982	\$56,737
Tax bills mailed for real property, local personal property, corporations, 1/2-year new construction and 2nd semi-annual notices	50,559	51,042	50,711
Delinquent bills, final notices, 60-day notices processed and mailed	3,367	3,532	3,449
Tax Sale preparation & annual auction	756	792	774
Treasurer’s Website Usage (visits recorded)	651,482	389,309	223,418
Online parcel escrow payments processed	42,446	44,543	44,400
Online parcel payments processed	7,471	8,461	9,561
Property transfers processed in tax records	4,067	3,604	3,853
Senior Tax Credits processed (Cap, Matching and 6510 programs)	1,690	1,720	1,731
State Homeowners’ Tax Credits processed	606	615	620
Number of senior tax credit applications mailed to homeowners	2,516	2,608	2,750



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# **STATE AGENCIES / INDEPENDENT BOARDS**

- **Program Descriptions**
  - **Operating Budget**
  - **Highlights**
  - **Staffing**
  - **Performance Measures**
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# DEPARTMENT OF HEALTH

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## DESCRIPTION

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

## OPERATING BUDGET

Department of Health	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Operating Allocation	\$2,858,408	\$3,181,507	\$8,445,294	\$5,013,042
Personal Services	\$16,301	\$16,545	\$16,545	\$16,545
<b>Total – Department of Health</b>	<b>\$2,874,709</b>	<b>\$3,198,052</b>	<b>\$8,461,839</b>	<b>\$5,029,587</b>
Miscellaneous Revolving Fund-Opioid	\$0	\$0	\$0	\$500,000

## HIGHLIGHTS

The allocation to the Department of Health is \$5,029,587, which is an increase of \$1,831,535 or 57.3% more than the prior year. The County exceeds State mandated funding of \$2,174,525 by \$2,838,517.

Increase in funds is for positions that were previously grant funded and operating expenses for the Health Hub. County revenue from Opioid lawsuits through the state will be distributed to the Health Department for prevention and treatment programs.

# DEPARTMENT OF HEALTH

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## PERFORMANCE MEASURES

INDICATORS	ACTUAL FY2022	ESTIMATED FY2023	PROJECTED FY2024
Birth/Death records certified	2,647/6,197	4,000/5,640	4,500/6,000
Patient Admissions/Discharges	Data not available	21,000/6,200	22,000/6,500
Accounts Receivable processed	177,068	182,000	195,000
Budgets prepared	65	80	83
Invoices processed/amounts	2,863/9,121,137	2,306/7,253,625	2,500/8,000,000
Information Technology customer service requests	Data not available	2,200	2,300
Number of fleet vehicles/# of fleet miles	27/196,917	28/215,000	30/230,575
Individuals in the general public educated about colorectal/skin/lung cancer	4,245	452	455
Number of colonoscopies:	13	12	12
Number of individuals in the public educated on tobacco smoking health risk, including pregnant women	2,910	2,000	2,000
Number of participants in smoking cessation classes conducted by SMCHD	22	10	10
Number of adults youth educated on health risk of a-cigarettes	1,484	1,000	1,000
Number of merchants educated on Tobacco Youth Access Law and product placement	109	113	113
Number of women screened through the Breast & cervical Cancer grant	73	69	69
Number of adult patients receiving dental emergency treatment	113	100	100
Total number of all requests for services from Administrative Care Coordination program	858	1,250	1,250
# merit/contractual personnel supported	127/111	100/75	110/90
# payroll cycles merit/contractual	26/26	26/26	26/26

# DEPARTMENT OF HEALTH

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## PERFORMANCE MEASURES (continued)

INDICATORS	ACTUAL FY2022	ESTIMATED FY2023	PROJECTED FY2024
Number of Adult Evaluation & Review Service (AERS) assessments	327	275	300
Number of new and recertification MCHP applications processed: New appl Redetermination appl	307 450	500 300	325 475
Number of children immunized during School Flu Clinics (doses provided, includes initial and booster doses) (labor intensive)	709	564	750
Cases of reportable diseases and investigations (labor intensive)	Actual: 19,886	8,000	9,000
Cases of tuberculosis (ongoing case management of active and latent cases)	73	40	100
Number of Infectious Disease Outbreaks	Projected: 125 Actual: 227	150	200
Number of immunization activities (including clinics, information sessions, alerts, press releases or in-services)	435 (410 clinics; 5 info sessions; 19 press releases)	100	100
Number of Family Planning visits as transmitted to the Family Planning data system	565	1,100	575
Number of mandatory Public Health Emergency Preparedness training and meeting hours	72	100	100
1 engage Internal and external, partners in emergency Preparedness efforts (includes training, drills & exercises, volunteer management coordination) (# hours)	150	200	200

# DEPARTMENT OF HEALTH

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## PERFORMANCE MEASURES (continued)

INDICATORS	ACTUAL FY2022	ESTIMATED 2023	PROJECTED FY2024
Public Health Complaints	160	150	150
NCT Water supply samples	878	700	800
Certify potability of wells# of water samples collected	80 and 136	200 and 350	100 and 200
Number of anti-rabies clinics/# of vaccinations administered	8 and 789	9 and 820	9 and 820
Number of positive rabies cases	2	5	5
Food service facility inspections	1,489	1,600	1,600
Number of soil evaluations conducted (new)	260	150	250
Maintain Community involvement and linkage to behavioral health services through our expanded care coordination programming as evidenced by multi-disciplinary meeting attendance	N/A	N/A	240
Maintain community involvement and awareness of behavioral health Prevention programs and services through media campaigns, outreach events and community-based presentations	N/A	N/A	50
Maintain community partnerships for referrals to the Hub & referrals from the Hub	N/A	25	25
Maintain relevant data appoints and collection of data demonstrating efficacy of the Hub	N/A	25	25
Continue to add new SSP participants to the program	56	35	40

# DEPARTMENT OF HEALTH

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## PERFORMANCE MEASURES (continued)

Maintain outreach events throughout St. Mary's County representing the Harm Reduction Program	N/A	80	100
Reduce Suicide attempts in St. Mary's County by providing care coordination services to link individuals and families to behavioral health services/supports	N/A	29	45
Increase suicide prevention education through outreach and education	N/A	5	5
Expand access to care for Older Adults with High Mental Health Needs to assisted living programs	N/A	1	5
Maintain Housing support for families with chronic homelessness and high behavioral health needs (CoC, Adult)	11	11	11
Reduce need for CAYA and families to seek RTC level of placement by supporting community referrals			65
Reduce homelessness by increased financial support through SOAR for those who are homeless, at risk of homelessness and have high mental health needs	2		25
Provide connection to community supports such as housing, DHS services and referrals to MDRN Recovery Housing Funding through provider referrals to SCC and connection to ongoing treatment supports	22	185	200

# MARYLAND DEPARTMENT OF AGRICULTURE – MOSQUITO CONTROL UNIT

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## 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

	FY2022	FY2023	FY2024	FY2024
Mosquito Control Unit	Actual	Approved	Request	Approved
<b>Total Mosquito Control Unit</b>	<b>\$91,975</b>	<b>\$102,000</b>	<b>\$115,000</b>	<b>\$115,000</b>

## HIGHLIGHTS

The budget for the Mosquito Control Unit is \$115,000 which is a \$13,000 or 12.7% increase from the prior year.

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Light Traps Set	1	1	1
Vectobac 12AS (Ditch Treatment)	402 gallons	400 gallons	400 gallons
Altosid 150 Day (Tablet)	260 pieces	700 pieces	700 pieces
Altosid 30 Day (Tablet)	1,516 pieces	1,600 pieces	1,600 pieces
Granular (Granules)	344 pounds	N/A	N/A
All Pro (Granules)	294 pounds	700 pounds	700 pounds
Miles Driven (Larvicide)	7,346 miles	11,500 miles	11,500 miles
Miles Driven (Inspect and stocked ponds)	2,141 miles	2,500 miles	2,500 miles
Miles Driven (Inspect and treat sewage locations)	1,091 miles	1,100 miles	1,100 miles

# DEPARTMENT OF SOCIAL SERVICES

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## DESCRIPTION

The Department of Social Services is a state agency which provides a broad range of programs and services from public assistance to child welfare. Funding for these programs and services is via a combination of federal, state, and local county funding, and grants. County funding contributes to the 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	FY2022 Actuals	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>Total – Social Services</b>	<b>\$478,643</b>	<b>\$497,819</b>	<b>\$547,242</b>	<b>\$566,965</b>

## HIGHLIGHTS

The local county portion of the Social Services budget is \$566,965 (including the grant), which is an increase of \$69,146 or 13.9% more than the prior year. The increase is attributed to grant and non-grant County compensation changes.

## STAFFING

Social Services	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>Total - Social Services</b>	<b>2</b>	<b>2</b>	<b>2</b>



# DEPARTMENT OF SOCIAL SERVICES

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## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Child Support Collections	\$12,431,000	\$12,500,000	\$13,000,000
Child Support Paternities Established	76	77	78
Support Orders Established	263	289	317
Petition for Contempt / Show Cause Orders	13	120	150
Upward/Downward Modifications to Child Support Orders	310	340	350
Number of Certified Adult Foster Care Homes	5	7	10
Adult Clients Living in Provider's Home under Program (monthly avg.)	7	9	12
Adult Clients Served with Purchase of Care Funds	9	12	15
Annual Number of Children Served in the SEN's program	46	65	70
Number of Home Visits Yearly		130	140
Percentage of Parents Court Ordered to Attend Alcohol/Drug/Mental Health Treatment	95%	95%	95%
Percentage of Children Engaged in Early Intervention Services to address the long-term effects of Substance Use	100%	100%	100%
90% of children with court-sanctioned permanency plan of adoption will be made legally available for adoption	7	6	5
Provide continuous training for Department of Social Services' staff regarding court procedures, testimony, and changes in the law	5	5	5
Number of children in Need of Assistance (CINA) protected through Department of Social Services Legal Services	76	81	80
Number of Court Hearings in support of CINA cases	256	262	270
Number of Adults protected through Department of Social Services Legal Services	13	5	16
Number of deceased citizens who do not have funds or other resources to go toward the cost of their burial	1	10	10
Average cost of \$650 per burial, the total costs for the year. Some burial expenses are less than the \$650 average cost	\$650	\$6,500	\$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**

<b>Alcohol Beverage Board</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
<b>Total - Alcohol Beverage Board</b>	<b>\$311,497</b>	<b>\$459,984</b>	<b>\$429,084</b>	<b>\$438,922</b>

## **HIGHLIGHTS**

The budget for the Alcohol Beverage Board is \$438,922 which is a decrease of \$21,062 or (4.6%) under last year's budget. Decrease reflects the removal of non-recurring costs in FY2023.

## **STAFFING**

<b>Alcohol Beverage Board</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
<b>Alcohol Beverage Board - Staff</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>
<b>Alcohol Beverage Board - Chairman &amp; Members</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

# **ALCOHOL BEVERAGE BOARD**

## **PERFORMANCE MEASURES**

<b>Indicators</b>	<b>Actual FY2022</b>	<b>Estimated FY2023</b>	<b>Projected FY2024</b>
License Fees (net Corporate Town of Leonardtown fees)	82,825	85,000	85,000
Transfer Fees	700	1,300	1,000
Fines	10,625	12,900	11,000
Application Fees	4,750	2,500	2,500
Number of Licenses (at FY end)	168	170	170
Number of Special/Temporary Licenses Issued	146	153	150
Number of Inspections	184	200	200
Number of Violations Cited	16	20	20
Number of Compliance Checks by AEC	101	120	120
Number of RAST/ID Check Trainings held	11	12	12

# BOARD OF ELECTIONS

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## DESCRIPTION

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

## OPERATING BUDGET

Board of Elections	FY2022 Actuals	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>Total – Board of Elections</b>	<b>\$1,136,978</b>	<b>\$2,223,966</b>	<b>\$1,899,068</b>	<b>\$2,051,192</b>

## HIGHLIGHTS

The budget for the Board of Elections is \$2,051,192 which is a decrease of \$172,774 or (7.8%).  
Decrease is from removing non-recurring funding in FY2023.

## STAFFING

Board of Elections	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>Total – Board of Election Members</b>	<b>5</b>	<b>5</b>	<b>5</b>

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Voter Registration	81,179	82,000	84,000
Changes to Voters Registrations	39,263	40,000	42,000
Confirmation Mailings	14,971	14,200	15,000
Voter Notification Cards	39,263	27,000	40,000
Election Judges	629	600	650
Early Voting Judges	250	250	600
Election Estimated Turnout	38,114	38,114	75,000
Absentee/Main-in Ballots	7,121	7,000	10,000
Provisional Ballots	985	900	1,000

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

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## DESCRIPTION

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

## OPERATING BUDGET

<b>Extension – St. Mary’s County</b>	<b>FY2022 Actual</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
<b>Total – UME St. Mary’s County</b>	<b>\$264,924</b>	<b>\$280,786</b>	<b>\$295,716</b>	<b>\$295,716</b>

## HIGHLIGHTS

The local budget for the University of Maryland Extension (UME) is \$295,716 which is \$14,930 or 5.3% higher than the previous year.

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

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## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
<b>AGRICULTURE &amp; NUTRIENT MANAGEMENT</b>			
Beginner Farmer Training	167	150	150
Vineyard Research Outreach	49	75	75
Nutrient Voucher Training	89	60	60
Nutrient Management Plans	403	425	425
Acres in Nutrient Management	13,432	14,000	14,000
Pesticide License Renewals	204	175	250
Direct Farmer Consultations	428	400	400
<b>FAMILY AND CONSUMER SERVICES &amp; MARYLAND SNAP-Ed</b>			
SNAP-Ed Supplemental Nutrition Assistance Program Education (Youth and Adult)	4,909	5,500	6,000
Refresh Nutrition Education 4th/5th Graders			
Read for Health Youth Participants	308	400	450
Edible ABC's Participants	270	310	330
SNAP-Ed Campaigns Eat Your Words	1,849	2,200	2,200
Food Safety and Preservation Education Participants	0	30	40
Innovative Approaches to Health and Wellness	0	15	40
Farm to School Participants	693	1,650	1,650
Fresh Conversations Participants	0	60	70
<b>TECH EXTENSION EDUCATOR</b>			
Partnerships developed	0	10	15
Total number of group session	0	10	15
Total number of sessions/consultation in-person	0	15	25
Total number of sessions/consultations by phone or online	0	15	30
Total number of referrals	0	5	15

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

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## PERFORMANCE MEASURES (continued)

<b>4-H YOUTH DEVELOPMENT PROGRAM</b>			
4-H UME Certified Volunteers	115	120	125
4-H UME New Volunteers Certified	16	5	5
Youth, 5-18 years old, 4-H Community Clubs	170	190	220
Youth, 5-18 years old, Military	142	155	175
4-H After-School Youth	0	25	50
4-H Youth School Enrichment Programs	754	770	800
4-H County Fair Exhibits	1,357	1,400	1,500
4-H Youth Projects Completed	157	200	225
4-H Recruitment Contacts	275	300	300
4-H Club-Sponsored Community Service	24	30	35
4-H Volunteer Hours	4,908	5,500	6,000
4-H Day Camping Programs	60	70	80
4-H Overnight Camping Programs	24	30	40
<b>WATERSHED PROTECTION AND RESTORATION</b>			
Watershed Steward Trainees	0	10	10
Watershed Steward Certified Volunteers	0	20	20
Watershed Steward Volunteer Hours	0	300	40
Watershed/Stormwater Educational Projects	5	15	20
Stormwater BMP Implementation: Sq.ft. of Rain Gardens	0	1,000	1,000
Stormwater BMP implementation: # Rain Barrels	21	45	45
Stormwater BMP implementation: # Native Plants	65	500	500
Stormwater BMP implementation: # Trees	0	50	50
Participants in Well and Septic Clinics	0	50	50

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

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## PERFORMANCE MEASURES (continued)

Master Gardener Volunteer Hours	4,000	4,750	5,250
Master Gardener Certified Volunteers	140	145	160
Master Gardener Interns/Trainees	10	20	20
Plant Clinics	25	40	40



# ETHICS COMMISSION

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## DESCRIPTION

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

## OPERATING BUDGET

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	FY2022	FY2023	FY2024	FY2024
Ethics Commission	Actual	Approved	Request	Approved
<b>Total Ethics Commission</b>	\$168	\$833	\$833	\$833

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## HIGHLIGHTS

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

# FOREST CONSERVATION BOARD

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## DESCRIPTION

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

## OPERATING BUDGET

Forest Conservation	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>Total - Forest Conservation</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>

## HIGHLIGHTS

The budget of \$2,500 is consistent with the funding level from 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 FY2022	Estimated FY2023	Projected FY2024
Natural Resource Camp	\$575	\$1,800	\$1,800
St. Mary’s Envirothon	\$200	\$500	\$500

# SOIL CONSERVATION DISTRICT

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## DESCRIPTION

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

## OPERATING BUDGET

<b>St. Mary's Soil Conservation District</b>	<b>FY2022 Actuals</b>	<b>FY2023 Approved</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
<b>Total – Soil Conservation District</b>	<b>\$98,552</b>	<b>\$108,078</b>	<b>\$123,373</b>	<b>\$123,373</b>

## HIGHLIGHTS

The County is budgeted for \$123,373 which is an increase of \$15,295 or 14.2% over prior year. This funding will assist in covering 50 percent of salary and benefits. Fees were increased for erosion and sediment control which support the local district office.

# SOIL CONSERVATION DISTRICT

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## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	PROJECTED FY2024
<b><u>Approve Erosion and Sediment Control Plans:</u></b>			
Review single lot development which disturbs < .5 acres	141	140	150
Review for single lot development which disturbs < .5 acres	873	850	875
Approved erosion and sediment control plans for development that disturbs greater than .5 acre.	257 approvals protecting 655.41 acres	250 approvals protecting 600 acres	260 approvals protecting 700acres
Review and provide comments for the Technical Evaluation Committee.	69	70	75
Hold pre-construction meetings for erosion and sediment control projects that exceed .5 acres of total disturbance. Reduce environmental impacts because of improperly installed best management practices.	112	115	115
Review and process E&S exemption projects that disturb less than 5,000 square feet or 100 cubic yards of cut and/or fill.	317	300	300
Review and approve concept storm water management and erosion and sediment control plans in coordination with the Land Use and Growth Management Office and the Department of Public Works and Transportation.	41	45	50

# SOIL CONSERVATION DISTRICT

## PERFORMANCE MEASURES (continued)

Reduce sedimentation to tributaries by the development of Soil Conservation and Water Quality Plans. Plans are current for 10 years unless the operation changes. The acreages shown are for total current crop, pasture, hayland, other associated cropland and headquarter areas and excludes woodland.	540 current plans covering 23,112.4 eligible WIP acres	600 current plans covering 26,000 eligible WIP acres	675 current plans covering 27,500 eligible WIP acres
Reduce sedimentation to tributaries by the implementation of agronomic soil conservation and water quality BMP's on agricultural land.	63 SC&WQ plans on 4,794.89 WIP eligible acres.	72 SC&WQ plans on 6,500 WIP eligible acres.	80 SC&WQ plans on 7,000 WIP eligible acres.
Reduce sedimentation to tributaries by the installation of structural best management practices on agricultural land. The total number of BMP's implemented can vary each year based on weather conditions.	Installed 42 Structural BMP's	Install 45 Structural BMP's	Install 50 Structural BMP's
Reduce sedimentation to tributaries by the installation of management best practices on agricultural land. The total number of BMP's implemented can vary each year based on weather conditions	177 management type BMP's were installed by producers	200 management type BMP's to be installed by producers	250 management type BMP's to be installed by producers
Provide public outreach through various formats. Ex: Earth Day, fair, Crops Conference etc.	31 events or public outreach from all staff	30 events or public outreach from all staff	35 events or public outreach from all staff
Perform site visits at the request of private landowners, consultants, and other units of government. (shoreline erosion, flooding or ponding water, urban E&S complaints, etc.)	78 site visits	80 site visits	85 site visits
Promote the Maryland Department of Agriculture cover crop program. Cover crops are the most cost-effective way to reduce nutrient and sediment runoff from agriculture lands to the Chesapeake Bay.	46 farmers 4,754.4 acres	55 farmers 6,200 acres	60 farmers 6,500 acres

# SOIL CONSERVATION DISTRICT

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## PERFORMANCE MEASURES (continued)

Review and approve standard erosion and sediment control plans for timber harvest operations.	24 Standard Plans approved on 735.5 acres	24 Standard Plans approved on 500 acres	24 Standard Plans approved on 500 acres
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# SOUTHERN MARYLAND RESOURCE CONSERVATION AND DEVELOPMENT (RC&D)

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## DESCRIPTION

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

## OPERATING BUDGET

SO MD RC & D	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>Total – SO MD RC&amp;D</b>	<b>\$15,300</b>	<b>\$15,300</b>	<b>\$15,300</b>	<b>\$15,300</b>

## HIGHLIGHTS

The County will fund \$15,300 which is the same 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 FY2022	Estimated FY2023	Projected FY2024
Number of Clients Served St. Mary’s County	22	32	42
Percent of Clients Served from St. Mary’s County	80%	70%	60%
Current Number of Full-time employees	2	2	2
Number of Volunteers / Volunteer Hours	35/ 2,100	40 / 2,400	45 / 2,700
(FTE) Jobs Created as a Result of Cooperative Agreement	8	11	13
Navy Environmental Projects Completed	-	1	2
Other Environmental Projects Completed	8	9	10
Acres of Agricultural Land Conserved-St. Mary’s Cty	451	669	500
Community Improvement Projects Completed	2	2	2
Grant Applications Submitted	4	15	20
Educational Programs Offered	-	2	4

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

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## DESCRIPTION

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

## OPERATING BUDGET

Tri-County Community Action Committee - TCCAC	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>TOTAL – TCCAC</b>	<b>\$16,000</b>	<b>\$35,000</b>	<b>\$71,368</b>	<b>\$35,000</b>

## HIGHLIGHTS

The County will fund the same as the prior year.

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Total Number of Customers Served	7,200	7,200	7,300
Number of Clients Served-St. Mary's County	2,300	2,300	2,500
% of St. Mary's County customers served	31	31	33
Current number of paid employees (full-time)	54	56	63
Number of Housing Counseling Clients Served	85	85	90



# TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND

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## DESCRIPTION

The Tri-County Council for Southern Maryland is a partnership of Federal, State, and local governments, established over fifty years ago as the regional development and planning organization for Southern Maryland – Calvert, Charles, and St. Mary’s Counties. The Council serves as a forum for the discussion and resolution of region-wide issues and the attainment of regional goals. The Tri-County Council selects, advocates, and advances activities which best serve the interests of all the people of Southern Maryland. These activities shall promote the social and economic development of the region, environmental protection, and include research, information management, and the preparation of a regional plan. All 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>Total – Tri- County Council</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>

## HIGHLIGHTS

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

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Customized Recruitments held for St. Mary’s County Businesses	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	800	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

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## 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>Total – Youth Services Bureau</b>	<b>\$143,600</b>	<b>\$143,600</b>	<b>\$143,600</b>	<b>\$143,600</b>

## HIGHLIGHTS

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

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Total Number of Clients Served (all counties)	4,061	4,094	4,150
Number of Clients Served – St. Mary’s County	490	492	501
Percent of total Clients Served - St. Mary’s County	12%	12%	12%
Current number of paid employees (FTEs) St. Mary’s	2	2	2
Number of Volunteer/Volunteer Hours – St. Mary’s	18/486	19/513	20/540
Formal counseling services to children and youth	424	431	435
Families assisted through Family Navigation services	324	330	340
Number of Youth Mentors	6	6	6
Number of Youth receiving Youth Development	166	184	190

# STATE DEPARTMENT OF ASSESSMENTS & TAXATION (SDAT)

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## DESCRIPTION

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

## OPERATING BUDGET

SDAT	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Total-SDAT	\$440,907	\$452,580	\$427,810	\$427,810

## HIGHLIGHTS

This budget includes \$427,810 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)

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## 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>Total – USMSM</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>

## HIGHLIGHTS

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

## PERFORMANCE MEASURES

Indicators	Actual FY2022	Estimated FY2023	Projected FY2024
Total Number of Clients Served	3,384	5,000	6,000
Number of Clients Served – St. Mary’s County	1,692	2,500	3,000
Percent of total Clients Served from St. Mary’s County	50%	50%	50%
Academic Degree & Certification Programs Offered	100+	100+	100+
Number of Courses Offered	300	400	500
Number of Degree & Certificates Awarded by University & College Partners	200	210	220

# BOARD OF EDUCATION

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## DESCRIPTION

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

## OPERATING BUDGET

<b>BOARD OF EDUCATION</b>	<b>ACTUAL FY2022</b>	<b>APPROVED FY2023</b>	<b>APPROVED FY2024</b>	<b>% CHANGE</b>
BOE - Recurring	\$114,540,492	\$121,524,907	\$127,369,907	4.8%
BOE – Non-recurring	0	0	\$700,000	100%
<b>Total County - BOE</b>	<b>\$114,540,492</b>	<b>\$121,524,907</b>	<b>\$128,069,907</b>	<b>5.4%</b>

### EXPENDITURES BY CATEGORY:

Administration	\$3,378,023	\$3,970,727	\$4,517,729	13.8%
Mid-Level Admin	17,555,428	18,814,605	20,571,110	9.3%
Instructional Salaries	84,153,075	89,688,126	98,516,173	9.8%
Instructional Textbooks & Supplies	4,643,072	4,530,749	5,823,257	28.5%
Other Instructional Costs	1,177,861	2,041,113	3,041,924	49.0%
Special Education	19,929,049	21,486,232	22,940,197	6.8%
Student Personnel Serv.	1,274,771	1,458,840	1,668,136	14.3%
Student Health Serv.	2,706,593	2,996,850	3,111,532	3.8%
Student Transportation	\$19,452,495	\$23,045,815	\$23,490,061	1.9%
Operation of Plant	16,941,484	19,635,370	23,656,512	20.5%
Maintenance of Plant	4,336,625	4,583,368	6,400,366	39.6%
Fixed Charges	56,681,769	59,541,279	64,561,870	8.4%
Capital Outlay	6,283,206	959,216	2,323,303	142.2%
<b>TOTAL – GENERAL FUND-ALL SOURCES</b>	<b><u>\$238,513,451</u></b>	<b><u>\$252,752,290</u></b>	<b><u>\$280,622,170</u></b>	<b><u>11.0%</u></b>

# BOARD OF EDUCATION

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## STAFFING

Board of Education	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Unrestricted	1,995.66	2018.18	2,085.52	2,096.02
Restricted	175.23	274.03	258.63	229.65
Food Service	151.90	152.15	142.15	144.15
<b>Board of Education</b>	<b>2,322.79</b>	<b>2,444.36</b>	<b>2,486.30</b>	<b>2,469.82</b>

Note: Includes Chesapeake Public Charter School

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

Level	FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget
Elementary/Pre-K	7,338	7,450	7,436	7,426
Middle	3,988	4,015	3,922	3,963
High	5,388	5,444	5,495	5,559
<b>K to 12 FTE's</b>	<b>16,714</b>	<b>16,909</b>	<b>16,853</b>	<b>16,948</b>

## HIGHLIGHTS

The County's funding for the Board of Education (BOE) is budgeted at \$127,369,907, an increase of \$5,845,000 or 4.8% in recurring funding, over the prior year. State-mandated Maintenance of Effort (MOE) requires county funding of \$114,991,563 based on the MSDE Official Enrollment of 16,853.25 at September 30, 2022. County funding increase provides funding for negotiated agreements, transportation, and fuel. The latest information from Blueprint fiscal impact indicates that \$118.7 million is required for FY2024.

When combined with the State/Federal/Other funding \$148,211,234 and \$4,341,029 of the Board of Educations' Fund Balance and \$700,000 County Fund Balance, the total unrestricted budget is \$280,622,170.

The Board of Education's budget also includes a revolving fund of \$12,620,332 for food services and a Restricted Fund of \$49,217,824, for Grants. The Capital Projects are presented separately and projects for Public Schools in FY2024 total \$30,706,455, including \$15,985,000 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
<b>County Funding</b>	<b>\$4,606,956</b>	<b>4,758,945</b>	<b>5,009,058</b>	<b>\$5,009,058</b>
Tuition/Fees	19,579,847	21,958,910	22,200,031	22,200,031
State, Federal, Other Revenue	<u>30,755,737</u>	<u>39,340,593</u>	<u>40,375,054</u>	<u>42,063,383</u>
<b>Total – CSM Revenues- All Sources</b>	<b>54,942,540</b>	<b>66,058,448</b>	<b>\$67,584,143</b>	<b>\$69,278,472</b>

## HIGHLIGHTS

The total budget for the College of Southern Maryland (CSM), is increasing from \$66,058,448 to \$69,278,472 or \$3,220,024 more than the prior year. County funding is at \$5,009,058, which is an increase of \$250,113 or 5.3% for maintenance of effort. The budget is presented as a total budget to include all campuses.

Capital improvement project is budgeted in FY2025 and FY2026, with 25% county funding combined of \$2,971,250.

## PERFORMANCE MEASURES

Indicators	Fall 2020	Fall 2021	Fall 2022
FTE Students – Leonardtown Campus Enrollment	530	644	821
FTE Students – St. Mary’s County Residence Virtual Campus	1,623	1,443	1,034

# BOARD OF LIBRARY TRUSTEES

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## DESCRIPTION

The St. Mary's County Library provides public library services seven days a week to all County citizens. Branch libraries are located in the three major population centers - Lexington Park, Leonardtown, and Charlotte Hall. The Leonardtown library houses the administrative office. The libraries have 62,500 square feet of floor space and hold nearly 200,000 physical items. The library also offers over 500,000 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

	FY2022	FY2023	FY2024	FY2024
Board of Library Trustees	Actual	Approved	Request	Approved
Lexington Park Library	\$1,052,491	\$1,106,605	\$1,450,861	1,319,890
Leonardtown Library	849,839	895,585	1,244,605	1,050,668
Charlotte Hall Library	618,922	660,911	858,685	748,838
Administration	1,530,465	1,678,296	2,140,666	1,810,549
<b>Total Expenses - Library</b>	<b>4,051,717</b>	<b>4,341,397</b>	<b>5,694,817</b>	<b>4,929,945</b>
State, Federal, Other Revenue				
Sources	940,458	975,458	985,500	1,026,297
<b>County Funds – Library</b>	<b>3,078,258</b>	<b>3,310,048</b>	<b>4,687,545</b>	<b>3,828,048</b>
Fund Balance (Library)	<u>33,001</u>	<u>55,891</u>	<u>21,772</u>	<u>75,600</u>
<b>Total Revenues, All Funding Sources</b>	<b>\$4,051,717</b>	<b>\$4,341,397</b>	<b>5,694,817</b>	<b>4,929,945</b>

## HIGHLIGHTS

The total budget for the Board of Library Trustees is \$4,929,945 which is an increase of \$588,548 or 13.5% over the prior year. County funding is budgeted at \$3,828,048 which is an increase of \$518,000 or 15.6% more than the prior year. This is attributed to employee compensation increases and digital content.



# BOARD OF LIBRARY TRUSTEES

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## PERFORMANCE MEASURES

<b>Indicators</b>	<b>Actual FY2022</b>	<b>Estimated FY2023</b>	<b>Projected FY2024</b>
Physical Circulation of Books and Other Materials	811,609	925,000	1,000,000
Digital Circulation	151,435	170,000	200,000
Customer Visits	268,473	400,000	450,000
Program Attendance	11,629	24,000	30,000
Hours Open per Week (total for 3 libraries)	172.6	184	184
Physical Items in Collection	153,515	160,000	170,000
Digital Tiles Accessible	550,000	590,000	600,000
Uses of PC's	35,879	40,000	45,000
Number of Public PC's	102	140	140
Wi-Fi Uses	13,249	20,000	20,000
Meeting Room Use Instances, Not Attendance	4,182	4,500	6,000

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**OTHER  
BUDGET  
COSTS**

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## **APPROPRIATION RESERVE**

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This represents funding authority recognized in the expense budget, which has corresponding (supplemental) revenue from grants or other revenues, but which is not specifically known at this time and therefore is not appropriated for a specific purpose. Generally, this is used for new or increased grant awards during the year, which have corresponding revenues. As funds are received, the revenues and associated expenditures will be re-allocated, through a budget amendment approved by the Commissioners of St. Mary's County, to the appropriate department appropriation authority, both revenues and expenses, is budgeted at \$2,500,000.

## **LEONARDTOWN TAX REBATE**

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The County Commissioners appropriate funds to the town of Leonardtown in recognition that the town provides certain services such as, planning and zoning, road maintenance and other public works services to its residents in lieu of the county providing those services. The amount is calculated based upon the assessed value of County-owned tax exempt property within the Leonardtown corporate limits. The major properties within the town limits include the Court House, Governmental Center, Hayden Farm, Health Department, and the Library. The formula equates to a tax differential rate of 1.10 cents per \$100 of assessed value for the taxpayers of Leonardtown. This is an decrease from last year's differential rate of 1.19 cents. The assessed value of the County Owned Nontaxable Real Property Assessments is \$62,963,600, requiring a payment of \$72,786.

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

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

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

The County has an actuarial valuation performed bi-annually. On June 30, 2022 the County's net OPEB asset was \$2.289 million, funded at 102.07%. Actual benefits paid to retirees will be paid from the trust. The funding level will be determined each year based on the prior audit. If the trust is funded at 100% or higher, the trust will be used. If below, the amount of the Actuarially Determined Contribution (ADC) will be included in the budget and will be distributed to the trust. The ADC is included in the multi-year budget for FY2025 and out years.

Unemployment for FY2024 is included at \$10,000; this is consistent with prior year as we do not anticipate an increase in County costs.

## **GENERAL / BANK ADMINISTRATION COSTS**

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A total of \$55,000 is allocated to cover service and related charges from financial institutions, including administrative fees for bond escrow accounts related to outstanding obligation bonds.

# DEBT SERVICE

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This appropriation of \$15,541,412 funds the payment of debt service - principal and interest on debt for capital projects. Included in the FY2024 estimate for debt service includes interest payment on the borrowing of \$30,000,000 in FY2024. The estimated allocation of debt service, based on the capital projects being funded, is as follows:

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
<b>General Obligation</b>	\$9,571,249	\$5,867,296	\$15,438,545
<b>State Loans</b>	\$102,867	\$0	\$102,867

<b>Project Type</b>	<b>Current Debt</b>
Board of Education	\$5,352,136
Roads	3,905,698
Public Safety	2,230,112
Other Facilities	1,634,195
Library	878,980
Parks	1,057,543
CSM	467,491
Solid Waste	15,257
<b>Total</b>	<b>\$15,541,412</b>

# TRANSFERS & RESERVES

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## GENERAL FUND TRANSFER –

The \$11,657,360 is reflected as a transfer from the General Fund to other funds to fund principally from unassigned fund balance.

CIP Pay-Go	\$7,674,020
Emergency Support	1,320,019
Emergency Billing	2,663,321
Total	\$11,657,360

## 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 FY2024 is \$400,000, level with the prior year. The Bond Rating Reserve balance is \$17,990,000 as of June 30, 2022.

## 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.

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## ENTERPRISE AND SPECIAL REVENUE FUNDS

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

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

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

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

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

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.

## EMERGENCY SERVICES BILLING FUND

The Emergency Services Billing Fund was established in May 2021. It is a separate fund to collect revenue for soft billing for emergency service transport fees and includes paid rescue personnel to supplement current volunteers. The Emergency Services Billing fees were increased in the FY2024 Budget.

Source and Use of Funds	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Emergency Services Billing - 50% (net of fee)	\$ 2,679,051	\$ 1,987,728	2,400,000	4,200,000
General Government	76	-	-	-
Pay-Go from Emergency Support Fund	1,775,811	1,200,000	-	-
Pay-Go from General Fund Operating	-	408,970	-	-
Pay-Go from General Fund fund balance	-	1,645,855	-	2,663,321
Appropriation Reserve - Emergency Services	-	-	-	-
<b>Total Revenues</b>	<b>\$ 4,454,938</b>	<b>\$ 5,242,553</b>	<b>\$ 2,400,000</b>	<b>\$ 6,863,321</b>
Personal Services	\$ 3,276,592	\$ 4,595,859	\$ 4,595,859	\$ 6,072,322
Operating Supplies	90,941	260,063	276,463	303,463
Professional Services	118,371	100,527	110,521	340,243
Communication	552	3,150	4,000	4,000
Transportation	21,343	25,000	40,000	40,000
Liability Insurance	20,193	20,193	20,193	20,193
Miscellaneous	-	2,500	2,500	2,500
Equipment & Furniture	20,435	228,820	228,820	80,600
Appropriation Reserve - Emergency Services	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 3,548,427</b>	<b>\$ 5,236,112</b>	<b>\$ 5,278,356</b>	<b>\$ 6,863,321</b>
Revenues Over (Under) Expenditures	\$ 906,511	\$ 6,441	\$ (2,878,356)	\$ -
<b>Fund Equity (deficit) at June 30 - audited*</b>	<b>\$ 906,510</b>			

\* Page 119 - FY2022 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	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Emergency Services – Support Tax	\$ 3,352,013	\$ 3,345,000	\$ 3,400,000	\$ 3,500,000
General Government - Other Income	34	-	-	-
Amoss (508) Grant - Fire & Rescue	300,000	300,000	300,000	300,000
General Fund - Pay-Go	3,200,000	3,059,000	-	1,320,019
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
<b>Total Revenues</b>	<b>\$ 6,852,047</b>	<b>\$ 6,754,000</b>	<b>\$ 3,750,000</b>	<b>\$ 5,170,019</b>
Emergency Management Recruiting	\$ 144,848	\$ 247,429	\$ 192,429	\$ 195,429
Advanced Life Support Operating	230,720	247,832	247,832	247,832
Emergency Services Committee	187,853	206,140	263,140	263,140
Fire Department Operating Allocation	207,000	207,000	207,000	207,000
Fire Department LOSAP	865,566	855,455	912,378	1,346,590
Amoss (508) Grant - Fire	150,000	150,000	150,000	150,000
Rescue Squad Operating Allocation	133,000	133,000	133,000	133,000
Emergency Services Billing Fund	1,471,811	1,200,000	-	-
Rescue Squad LOSAP	326,432	353,004	388,947	546,914
Amoss (508) Grant - Rescue	150,000	150,000	150,000	150,000
LOSAP - Payment to Trust	3,200,000	3,000,000	1,000,000	1,843,733
F & R Revolving Loan Fund, Debt Service	55,427	36,458	36,381	36,381
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
<b>Total Expenditures</b>	<b>\$ 7,122,657</b>	<b>\$ 6,836,318</b>	<b>\$ 3,731,107</b>	<b>\$ 5,170,019</b>
Revenues Over (Under) Expenditures	\$ (270,610)	\$ (82,318)	\$ 18,893	\$ -
<b>Fund Equity (deficit) at June 30 - audited*</b>	<b>\$ (153,966)</b>			

\* Page 119 - FY2022 Audit

## MISCELLANEOUS REVOLVING FUND

Source and Use of Funds	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Fuel Operations	\$ 22,726	\$ 20,000	\$ 20,000	\$ 20,000
State's Attorney Drug Enforcement	1,757	30,000	30,000	30,000
Community Service Teen Court	-	1,000	1,000	1,000
Department of Aging Special Events/CRAC	81,653	117,000	117,000	117,000
LUGM - Historic Book	680	1,200	-	-
ED Rents/Concessions	38,678	28,000	28,000	28,000
Sheriff's Local Forfeiture Fund	4,100	25,000	25,000	25,000
State's Attorney Project Graduation	69,540	90,000	-	-
St. Mary's County Weed Control	43,430	55,633	69,493	69,493
CRAC Chancellors Run	240	1,000	1,000	1,000
Opioid Settlement Revenue 18 years	-	-	-	500,000
Appropriation Reserve	-	140,000	140,000	140,000
<b>Total Revenues</b>	<b>\$ 262,804</b>	<b>\$ 508,833</b>	<b>\$ 431,493</b>	<b>\$ 931,493</b>
Fuel Operations	\$ 6,218	\$ 15,000	\$ 15,000	\$ 15,000
Community Service Teen Court	-	400	400	400
Department of Aging Special Events/CRAC	62,836	117,000	117,500	117,000
Economic Deveelopment	22,500	28,000	28,000	28,000
Sheriff's Federal Forfeiture Fund	(32,242)	117,500	50,000	117,500
Opioid Settlement for 18 years	-	-	-	500,000
Sheriff's Local Forfeiture Fund	-	-	67,500	-
State's Attorney Drug Enforcement	57,002	91,489	91,489	81,903
State's Attorney Project Graduation	83,362	90,000	-	-
St. Mary's County Weed Control	25,546	57,577	57,133	73,559
Appropriation Reserve	-	140,000	140,000	140,000
<b>Total Expenditures</b>	<b>\$ 225,222</b>	<b>\$ 656,966</b>	<b>\$ 567,022</b>	<b>\$ 1,073,362</b>
Revenues Over (Under) Expenditures	\$ 37,582	\$ (148,133)	\$ (135,529)	\$ (141,869)
<b>Fund Equity (deficit) at June 30 - audited</b>	<b>* \$1,105,346</b>			

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

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

\* Page 74 - FY2022 Audit

## RECREATION AND PARKS ENTERPRISE FUND

Source and Use of Funds	FY2022	FY2023	FY2024	FY2024
	Actual	Approved	Request	Approved
School Age Care	\$ 758,671	\$ 2,077,748	\$ 2,281,590	\$ 2,281,590
Recreation Activity Fund	\$ 50	\$ 3,400	\$ -	\$ -
Therapeutic Division	9,832	189,991	171,781	171,781
Gymnastics Department	683,123	1,263,566	1,291,920	1,291,920
Leisure / Special Programs	78,247	195,642	239,725	239,725
Special Facilities	421,365	640,515	636,400	636,400
Sports Programs	347,951	656,265	683,440	683,440
General Administration	44,276	78,856	66,357	66,357
Appropriation Reserve	-	80,000	80,000	80,000
<b>Total Revenues</b>	<b>\$ 2,343,515</b>	<b>\$ 5,185,983</b>	<b>\$ 5,451,213</b>	<b>\$ 5,451,213</b>
School Age Care	\$ 592,041	\$ 1,889,665	\$ 2,109,573	\$ 2,127,753
Aquatic Center	\$ 305,714	\$ 607,425	\$ 637,637	\$ 646,197
Therapeutic Division	9,564	221,759	204,848	225,435
Gymnastics Department	398,183	603,917	592,208	602,428
Leisure / Special Programs	67,969	147,229	185,345	185,739
Special Facilities	751,102	870,537	890,259	960,871
Sports Programs	319,769	551,695	567,046	579,462
General Administration	144,449	213,563	184,261	185,876
Appropriation Reserve	-	80,000	80,000	80,000
<b>Total Expenditures</b>	<b>\$ 2,588,791</b>	<b>\$ 5,185,790</b>	<b>\$ 5,451,177</b>	<b>\$ 5,593,761</b>
Revenues Over(Under) Expenditures	\$ (245,276)	\$ 193	\$ 36	\$ (142,548)
<b>Fund Equity (deficit) at June 30 - audited *</b>	<b>\$ (240,663)</b>			

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

\* Page 27 - FY2022 Audit

## SOLID WASTE AND RECYCLING FUND

Source and Use of Funds	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
SW and Recycling Fees-Residential	\$ 4,389,558	\$ 4,487,000	\$ 4,576,740	\$ 4,576,740
General Gov/Other Income	1,205,833	265,000	-	-
Landfill Tipping Fee	618,636	540,000	540,000	600,000
Recycle Containers	222,597	195,000	195,000	200,000
Pay-Go from General Fund	-	27,935	27,935	
Appropriation Reserve	-	30,000	30,000	30,000
<b>Total Revenues</b>	<b>\$ 6,436,624</b>	<b>\$ 5,544,935</b>	<b>\$ 5,369,675</b>	<b>\$ 5,406,740</b>
<u>Solid Waste</u>				
Personal Services	\$ 1,069,926	\$ 1,207,929	\$ 1,207,929	\$ 1,277,301
Operating Supplies	42,704	38,650	46,650	46,650
Hauling & Post-Closure Costs	1,495,411	1,587,588	1,586,488	1,586,488
Communications	5,798	5,760	6,860	6,860
Transportation	134,176	96,000	130,000	130,000
Public Utility	26,747	28,167	28,167	28,167
Tipping Fees	1,280,305	1,431,757	1,516,994	1,516,994
Equipment	367,540	266,309	266,309	1,309
Retiree Health	23,000	23,000	23,000	23,000
Lease Payments	203,382	169,015	169,015	397,107
Appropriation Reserve				
Total, Solid Waste	\$ 4,648,989	\$ 4,854,175	\$ 4,981,412	\$ 5,013,876
<u>Recycling</u>				
Personal Services	\$ 118,565	\$ 121,222	\$ 121,222	\$ 105,959
Operating Supplies	1,000	1,400	1,400	1,400
Professional Services	480,415	643,587	647,060	647,060
Transportation	4,564	3,000	3,000	3,000
Rentals	52,690	68,844	71,062	71,062
Hazardous Waste Day Events	84,992	86,675	90,575	90,575
Lease Payments	38,333	40,222	40,222	40,222
Appropriation Reserve	-	30,000	30,000	30,000
Total, Recycling	\$ 780,559	\$ 994,950	\$ 1,004,541	\$ 989,278
<b>Total Expenditures</b>	<b>\$ 5,429,548</b>	<b>\$ 5,849,125</b>	<b>\$ 5,985,953</b>	<b>\$ 6,003,154</b>
Revenues Over (Under) Expenditures	\$ 1,007,076	\$ (304,190)	\$ (616,278)	\$ (596,414)
<b>Fund Equity (deficit) at June 30 - audited*</b>	<b>\$994,360</b>			

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

Ordinance 2018-13 in Section 223 - 34 (3) allows for a **2% increase every year on July 1. FY2024 fee is \$100.47, effective July 1, 2023.**

\* Page 27 - FY2022 Audit

# WICOMICO SHORES GOLF ENTERPRISE FUND

Source and Use of Funds	FY2022 Actual	FY2023 Approved	FY2024 Request	FY2024 Approved
Golf Operations	\$ 932,283	\$ 859,000	\$ 978,000	\$ 1,032,262
Government/Other Income	-	19,724	19,724	19,724
Restaurant	436,333	432,000	466,000	466,000
House	33,992	40,000	42,500	46,800
Interest Income	-	2,000	-	-
Golf Shop	95,855	109,000	119,000	135,183
Other/Miscellaneous	689	800	800	800
Appropriation Reserve	-	50,000	50,000	50,000
<b>Total Revenues</b>	<b>\$ 1,499,152</b>	<b>\$ 1,512,524</b>	<b>\$ 1,676,024</b>	<b>\$ 1,750,769</b>
Golf Operations	\$ 159,900	\$ 159,588	\$ 174,712	\$ 181,843
Greens and Grounds	441,163	482,743	498,607	517,128
Restaurant	437,981	458,909	486,434	503,201
House	68,223	73,400	74,400	74,400
Administration	156,889	183,320	195,126	204,999
Golf Shop	71,214	82,385	82,671	92,533
Capital	40,090	12,070	12,070	71,672
OPEB (post-retirement health)	36,000	36,000	36,000	36,000
Appropriation Reserve	-	50,000	50,000	50,000
<b>Total Expenditures, before debt service</b>	<b>\$ 1,411,460</b>	<b>\$ 1,538,415</b>	<b>\$ 1,610,020</b>	<b>\$ 1,731,776</b>
Debt Service - Building	\$ 80,443	\$ 78,318	\$ 82,568	\$ 82,568
<b>Total Expenditures, including debt service</b>	<b>\$ 1,491,903</b>	<b>\$ 1,616,733</b>	<b>\$ 1,692,588</b>	<b>\$ 1,814,344</b>
Revenues Over(Under) Expenditures-incl. debt	\$ 7,249	\$ (104,209)	\$ (16,564)	\$ (63,575)
<b>Fund Equity (deficit) at June 30, exclusive of net capital assets, net of debt to General Fund, audited</b>	<b>\$ (185,430)</b>			

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

\* Page 27 - FY2022 Audit - Unrestricted (\$621,908)+Due From/Adv from General Fund \$436,478

# 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	3,584	3.6¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,689	5.6¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,820	2.4¢ per \$100 of assessment
Mechanicsville - 5th Election District 5th District Accounts 5,141 4th District Accounts 3,892	9,033	4.6¢ per \$100 of assessment
Hollywood - 6th Election District	5,800	<b>*5.6¢ per \$100 of assessment</b>
Avenue – 7th Election District 7th District Accounts 3,185 4th District Accounts 1,034	4,219	5.6¢ per \$100 of assessment
Bay District - 8th Election District	13,040	5.0¢ per \$100 of assessment
St. George Island - 9th Election District	224	5.6¢ per \$100 of assessment

2022 Property taxable information – Total accounts = 47,409

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

\*FY2024 increase

# 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	3,584	1.1¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,689	1.7¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,820	.9¢ per \$100 of assessment
Mechanicsville 5th Election District 5,141 4th Election District 3,892	9,033	2.0¢ per \$100 of assessment
Hollywood - 6th Election District	5,800	1.4¢ per \$100 of assessment
Avenue 7th Election District 3,185 4th Election District 1,034	4,219	3.0¢ per \$100 of assessment
Lexington Park - 8th Election District	13,040	2.3¢ per \$100 of assessment
St. George’s Island - 9th Election District	224	1.7¢ per \$100 of assessment

2022 Property taxable information – Total accounts = 47,409

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

Depending upon the type of special assessment, the project may require interfund loans. Provision is then made for the benefiting property owner to pay installments through the property tax system on an annual basis. Debt Service required in FY2024 for existing Special Assessments will be \$42,368



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## CAPITAL IMPROVEMENTS FUND

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

The following pages are divided into three sections:

- 1) Fiscal Year 2024 Approved Capital Budget - by project and funding source
- 2) Fiscal Year 2025 – Fiscal Year 2029 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  
Public Landings  
Public Schools

Projects are shown for the approved FY2024 appropriation year as well as the planned projects for fiscal years 2025 through 2029. 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.

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## APPROVED CAPITAL BUDGET - FY2024

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Excise Tax	Pay-Go	State /Fed	Other
<b>HIGHWAYS</b>							
County Bridge Replacement & Repair	852,000	852,000					
Culvert Replacement & Repair	540,000	540,000					
Mattapan Road Improvement	51,800		51,800				
Neighborhood Drainage Improvements	1,125,000	1,125,000					
Retrofit Sidewalk Program	607,160	77,000	89,165	440,995			
Roadway & Safety Improvements	9,081,600	5,405,989	518,522	657,089	2,500,000		
Southampton Neighborhood Revitalization	254,335		254,335				
Street Lighting & Streetscape Improvements	157,500		157,500				
Water Quality & Nutrient Removal	248,400		248,400				
<b>Total Highways</b>	<b>12,917,795</b>	<b>7,999,989</b>	<b>1,319,722</b>	<b>1,098,084</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>
<b>LAND CONSERVATION</b>							
Agricultural Land Preservation Programs	3,333,333		543,333			2,000,000	790,000
Rural Legacy Program	4,200,000		1,050,000			3,150,000	
<b>Total Land Conservation</b>	<b>7,533,333</b>	<b>0</b>	<b>1,593,333</b>	<b>0</b>	<b>0</b>	<b>5,150,000</b>	<b>790,000</b>
<b>MARINE</b>							
Piney Point Lighthouse Museum Shore Erosion	2,010,323				72,370	1,937,953	
<b>Total Marine</b>	<b>2,010,323</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72,370</b>	<b>1,937,953</b>	<b>0</b>
<b>PUBLIC FACILITIES</b>							
Airport Improvements	1,130,000		750,000				380,000
Building Maintenance & Repairs - Critical	805,000		805,000				
Building Maintenance & Repairs-Programmatic	400,000		400,000				
Emergency Comm Center Expansion	0		97,950			(97,950)	
Fire Department Water Supply Points	50,000		50,000				
North County Farmers Market	1,144,000		594,000			550,000	
Parking and Site Improvements	60,000		60,000				
Sheriff's Headquarters Facility	9,507,200	8,803,100	134,095	570,005			
<b>Total Public Facilities</b>	<b>13,096,200</b>	<b>8,803,100</b>	<b>2,891,045</b>	<b>570,005</b>	<b>0</b>	<b>452,050</b>	<b>380,000</b>
<b>RECREATION &amp; PARKS</b>							
Childcare Facility	1,879,155				1,879,155		
Dog Parks	475,000				47,500	427,500	
Elms Beach Park Improvement	435,000				435,000		
Gymnastics Center	360,000				360,000		
Myrtle Point Park	125,000				125,000		
Park Land and Facility Acquisition	180,000					180,000	
Park Planning Grant	25,000					25,000	
Rec Facility & Parks Improvements	2,650,000	1,650,000				1,000,000	
Shannon Farm Property	2,314,554	518,522		570,953	1,225,079		
Snow Hill Park	286,405				286,405		
<b>Total Recreation &amp; Parks</b>	<b>8,730,114</b>	<b>2,168,522</b>	<b>0</b>	<b>570,953</b>	<b>4,358,139</b>	<b>1,632,500</b>	<b>0</b>
<b>Public Landings</b>							
St. Inigoes Boating Facility	250,000					250,000	
<b>Total Public Landings</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>0</b>

## APPROVED CAPITAL BUDGET - FY2024

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Excise Tax	Pay-Go	State /Fed	Other
<b>PUBLIC SCHOOLS</b>							
Aging School Program	57,272		7,000			50,272	
Building Infrastructure - Critical	858,000		858,000				
Building Infrastructure - Programmatic	480,000	252,100	227,900				
Chillers/Controls	1,614,828		731,000			883,828	
Chopticon High School - Modified Limited Reno	2,870,000		1,870,000			1,000,000	
Great Mills High School - Partial Roof Replace	6,544,000	2,191,000				4,353,000	
Green Holly Elementary School - Roof/HVAC Systemic Renovation	2,401,000	1,250,000	1,151,000				
Lettie Marshall Dent ES- Modernization	11,091,837	3,711,000	1,351,000			6,029,837	
Piney Point ES HVAC Systemic Renovation	4,404,518			1,641,489	358,511	2,404,518	
Relocatables for Various Sites	385,000				385,000		
<b>Total Public Schools</b>	<b>30,706,455</b>	<b>7,404,100</b>	<b>6,195,900</b>	<b>1,641,489</b>	<b>743,511</b>	<b>14,721,455</b>	<b>0</b>
<b>TOTAL</b>	<b>\$75,244,220</b>	<b>\$26,375,711</b>	<b>\$12,000,000</b>	<b>\$3,880,531</b>	<b>\$7,674,020</b>	<b>\$24,143,958</b>	<b>\$1,170,000</b>

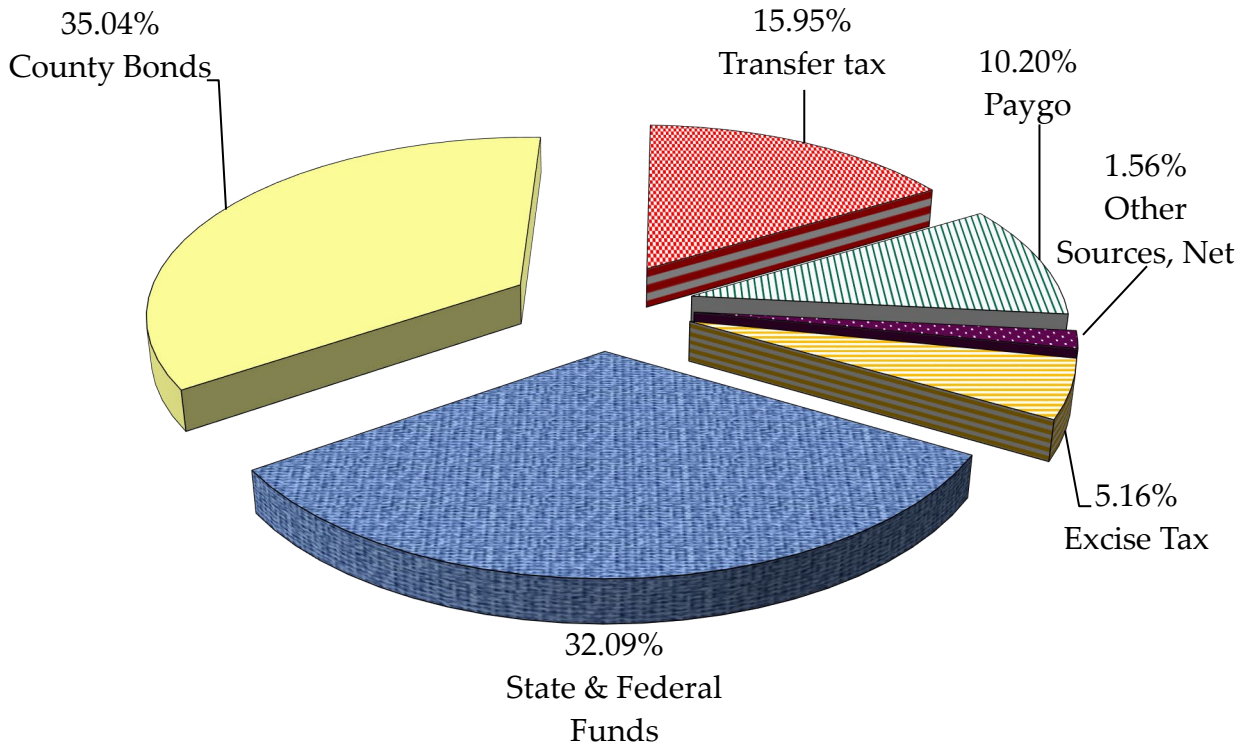
### SUMMARY

Project Type	Total	Bonds	X-fer Tax	Excise Tax	Pay-Go	State /Fed	Other
Highways	12,917,795	7,999,989	1,319,722	1,098,084	2,500,000	0	0
Land Conservation	7,533,333	0	1,593,333	0	0	5,150,000	790,000
Marine	2,010,323	0	0	0	72,370	1,937,953	0
Public Facilities	13,096,200	8,803,100	2,891,045	570,005	0	452,050	380,000
Recreation & Parks	8,730,114	2,168,522	0	570,953	4,358,139	1,632,500	0
Public Landings	250,000	0	0	0	0	250,000	0
Public Schools	30,706,455	7,404,100	6,195,900	1,641,489	743,511	14,721,455	0
<b>Total</b>	<b>\$75,244,220</b>	<b>\$26,375,711</b>	<b>\$12,000,000</b>	<b>\$3,880,531</b>	<b>\$7,674,020</b>	<b>\$24,143,958</b>	<b>\$1,170,000</b>

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

Estimated annual excise tax for Schools, Roads, Parks and Public Safety is \$3.8 Million per year.

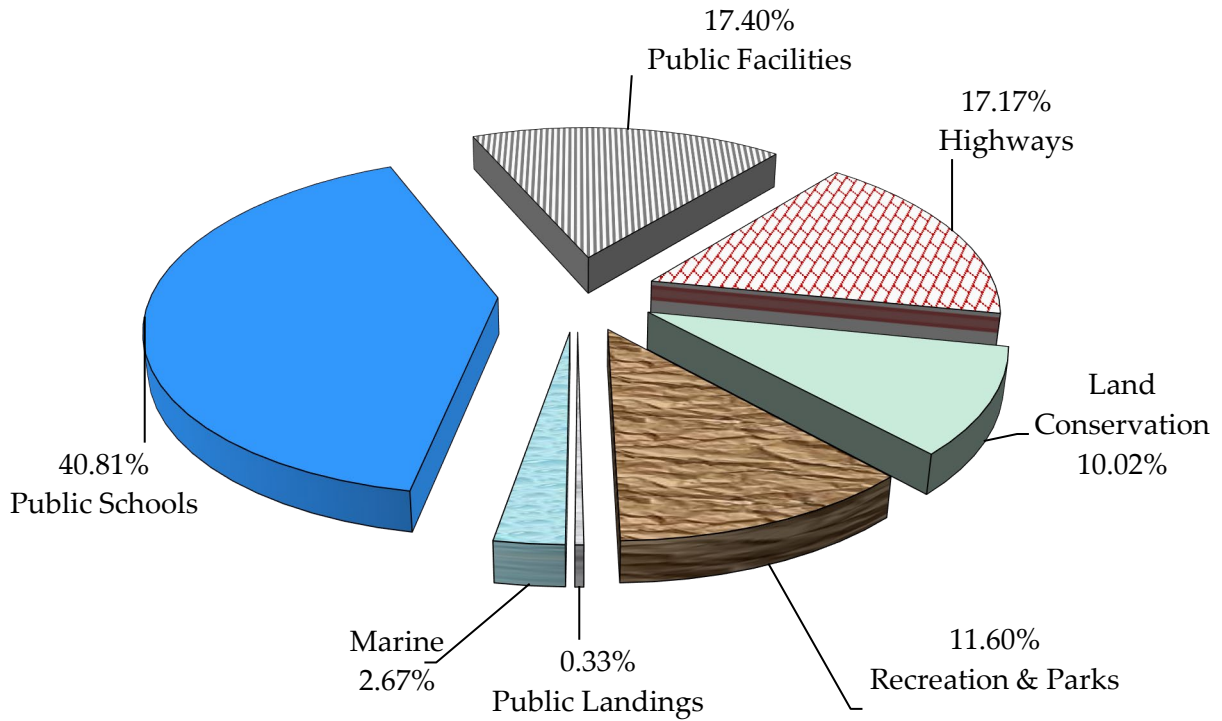
# FISCAL YEAR 2024 CAPITAL BUDGET - FUNDING SOURCES




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State & Federal Funding	\$ 24,143,958
Local Funds:	
County Bonds	26,375,711
Transfer Taxes	12,000,000
Pay-go	7,674,020
Excise Tax	3,880,531
Other Sources: Recordation Fees/Agricultural Tax/Fee-in Lieu	<u>1,170,000</u>
Total	<u>\$75,244,220</u>

# FISCAL YEAR 2024 CAPITAL BUDGET - PROJECTS




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Public Schools	\$ 30,706,455
Public Facilities	13,096,200
Recreation & Parks	8,730,114
Land Conservation	7,533,333
Marine	2,010,323
Public Landings	<u>250,000</u>
Total	<u>\$75,244,220</u>

# APPROVED 2024 CAPITAL BUDGET AND FY2025 TO FY2029 PLAN

CAPITAL PROJECT	← Approved 5-Year Capital Plan →					
	FY2024 Total	FY2025 Total	FY2026 Total	FY2027 Total	FY2028 Total	FY2029 Total
<b>HIGHWAYS</b>						
County Bridge Replacement & Repair	852,000	852,000	852,000	852,000	852,000	852,000
Culvert Replacement & Repair	540,000	540,000	540,000	540,000	540,000	540,000
Mattapany Road Improvement	51,800	0	0	0	0	0
Neighborhood Drainage Improvements and Rehabilitation	1,125,000	1,025,000	1,025,000	1,025,000	1,025,000	1,025,000
Retrofit Sidewalk Program	607,160	520,160	574,160	574,160	587,160	587,160
Roadway & Safety Improvements	9,081,600	10,016,800	9,016,800	9,231,800	9,512,600	8,012,600
Southampton Neighborhood Revitalization	254,335	0	2,935,000	2,777,054	0	0
Street Lighting & Streetscape Improvements	157,500	952,500	7,500	52,500	7,500	0
Water Quality & Nutrient Removal	248,400	248,400	248,400	248,400	248,400	248,400
<b>Total Highways</b>	<b>12,917,795</b>	<b>14,154,860</b>	<b>15,198,860</b>	<b>15,300,914</b>	<b>12,772,660</b>	<b>11,265,160</b>
<b>LAND CONSERVATION</b>						
Agricultural Land Preservation Programs	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333
Rural Legacy Program	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000
Urban Legacy Program	0	0	1,100,000	1,100,000	1,100,000	1,100,000
<b>Total Land Conservation</b>	<b>7,533,333</b>	<b>7,533,333</b>	<b>8,633,333</b>	<b>8,633,333</b>	<b>8,633,333</b>	<b>8,633,333</b>
<b>MARINE</b>						
Piney Point Lighthouse Museum Erosion	2,010,323	0	0	0	0	0
<b>Total Marine</b>	<b>2,010,323</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PUBLIC FACILITIES</b>						
Airport Improvements	1,130,000	1,100,000	8,163,333	1,000,000	6,000,000	0
Building Maintenance & Repairs - Critical	805,000	435,000	435,000	435,000	430,000	430,000
Building Maintenance & Repairs-Programmatic	400,000	400,000	425,000	425,000	425,000	480,000
Buses and Bus Facility	0	0	0	0	0	725,656
College of Southern MD Building A Renovation	0	5,730,500	6,154,500	0	0	0
Fire and Rescue Revolving Loan Fund	0	0	0	0	0	500,000
Fire Department Water Supply Points	50,000	500,000	500,000	500,000	500,000	450,000
Health Department Renovations	0	0	0	0	0	6,104,889
Lexington Park/Charlotte Hall Library Renovations	0	0	0	0	4,935,214	0
New Emergency Operations Center	0	0	0	0	0	1,025,400
North County Farmers Market - Barns at New Mkt	1,144,000	0	0	0	0	0
Northern Senior Activity Center Pickleball Courts/Prk	0	0	0	0	0	120,750
Parking & Site Improvements	60,000	60,000	60,000	60,000	60,000	60,000
Sheriff's Headquarters Facility	9,507,200	948,000	26,422,000	0	0	0
<b>Total Public Facilities</b>	<b>13,096,200</b>	<b>9,173,500</b>	<b>42,159,833</b>	<b>2,420,000</b>	<b>12,350,214</b>	<b>9,896,695</b>
<b>PUBLIC LANDINGS</b>						
St. Inigoes Boating Facility	250,000	0	0	0	0	0
<b>Total Public Landings</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>RECREATION &amp; PARKS</b>						
Childcare Facility	1,879,155	0	0	0	0	0
Dog Parks	475,000	0	0	0	0	0
Elms Beach Park Improvements	435,000	0	0	0	0	0
Gymnastics Center	360,000	0	0	0	0	0
Myrtle Point Park	125,000	0	0	0	0	0
Park Land and Facility Acquisition	180,000	180,000	180,000	180,000	180,000	180,000
Park Planning Grant	25,000	25,000	25,000	25,000	25,000	25,000
Recreation Facility & Park Improvements	2,650,000	1,650,000	1,650,000	1,650,000	1,650,000	1,650,000
Shannon Farm Property	2,314,554	0	1,540,000	0	0	0
Snow Hill Park	286,405	0	1,000,000	0	0	0
Three Notch Trail - Phase Eight	0	0	5,100,000	0	0	0
YMCA Great Mills	0	21,000,000	0	0	0	0
<b>Total Recreation and Parks</b>	<b>8,730,114</b>	<b>22,855,000</b>	<b>9,495,000</b>	<b>1,855,000</b>	<b>1,855,000</b>	<b>1,855,000</b>

# APPROVED 2024 CAPITAL BUDGET AND FY2025 TO FY2029 PLAN

CAPITAL PROJECT	Approved 5-Year Capital Plan					
	FY2024 Total	FY2025 Total	FY2026 Total	FY2027 Total	FY2028 Total	FY2029 Total
<b>PUBLIC SCHOOLS</b>						
Aging Schools Program	57,272	0	0	0	0	0
Benjamin Banneker ES Roof Pre-Design Study	0	0	0	0	40,000	0
Building Infrastructure - Critical	858,000	386,000	360,000	964,000	887,000	740,000
Building Infrastructure - Programmatic	480,000	775,000	885,000	889,000	568,000	817,000
Chillers/Controls	1,614,828	0	0	0	0	0
Chopticon HS Modified Limited Renovation	2,870,000	722,000	24,844,000	32,143,000	12,613,000	0
Dr. James A. Forrest Career & Technology Study	0	0	0	25,000	0	60,000
Esperanza Middle School - Chillers/Controls	0	0	0	0	1,148,000	0
Great Mills HS Partial Roof Replacement	6,544,000	0	0	0	0	0
Green Holly ES Roof/HVAC Systemic Renovation	2,401,000	13,612,000	0	0	0	0
Leonardtown HS - HVAC Systemic Renovation	0	0	0	75,000	0	3,773,000
Lettie Marshall Dent ES Addition, HVAC/ Elec/Tank	11,091,837	9,077,163	0	0	0	0
Lexington Park ES Roof Replacement	0	0	40,000	0	5,380,000	6,447,000
Piney Point ES HVAC Systemic Renovation	4,404,518	6,282,342	0	0	0	0
Relocatables for Various Sites	385,000	385,000	0	0	0	0
Ridge ES HVAC Systemic Renovation	0	0	40,000	0	3,328,000	3,853,000
Town Creek ES Roof Pre-Design Study	0	0	0	0	40,000	0
<b>Total Public Schools</b>	<b>30,706,455</b>	<b>31,239,505</b>	<b>26,169,000</b>	<b>34,096,000</b>	<b>24,004,000</b>	<b>15,690,000</b>
<b>TOTAL</b>	<b>\$75,244,220</b>	<b>\$84,956,198</b>	<b>\$101,656,026</b>	<b>\$62,305,247</b>	<b>\$59,615,207</b>	<b>\$47,340,188</b>

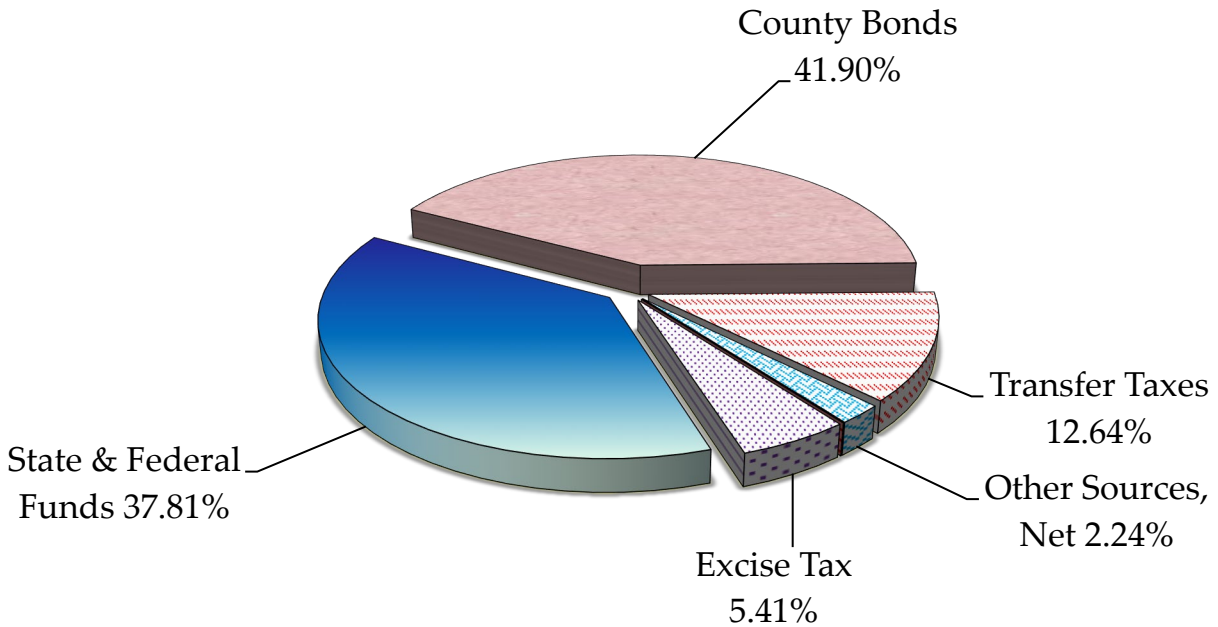
### Capital Project Summary - By Type

Highways	12,917,795	14,154,860	15,198,860	15,300,914	12,772,660	11,265,160
Land Conservation	7,533,333	7,533,333	8,633,333	8,633,333	8,633,333	8,633,333
Marine	2,010,323	0	0	0	0	0
Public Facilities	13,096,200	9,173,500	42,159,833	2,420,000	12,350,214	9,896,695
Recreation and Parks	8,730,114	22,855,000	9,495,000	1,855,000	1,855,000	1,855,000
Public Landing	250,000	0	0	0	0	0
Public Schools	30,706,455	31,239,505	26,169,000	34,096,000	24,004,000	15,690,000
<b>Total</b>	<b>\$75,244,220</b>	<b>\$84,956,198</b>	<b>\$101,656,026</b>	<b>\$62,305,247</b>	<b>\$59,615,207</b>	<b>\$47,340,188</b>

### Capital Project Summary - By Source of Funds

State/Federal	24,143,958	31,834,380	41,968,875	21,785,000	21,454,000	17,523,677
Excise Tax - Schools	1,641,489	1,641,489	1,641,489	1,641,489	1,641,489	1,641,489
Excise Tax -Roads	1,098,084	1,098,084	1,098,084	1,098,084	1,098,084	1,098,084
Excise Tax - Parks	570,953	570,953	570,953	570,953	570,953	570,953
Excise Tax - Public Safety	570,005	570,005	570,005	500,000	500,000	570,005
Transfer Taxes	12,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
Ag/Recordation	740,000	740,000	740,000	740,000	740,000	740,000
Ag/Transfer	50,000	50,000	50,000	50,000	50,000	50,000
Forestation/Critical Area/Private	380,000	4,000,000	0	0	0	0
Pay-Go	7,674,020	0	0	0	0	0
Bonds	26,375,711	35,451,287	46,016,620	26,919,721	24,560,681	16,145,980
<b>Total</b>	<b>\$75,244,220</b>	<b>\$84,956,198</b>	<b>\$101,656,026</b>	<b>\$62,305,247</b>	<b>\$59,615,207</b>	<b>\$47,340,188</b>

# FISCAL YEAR 2025 – FISCAL YEAR 2029 CAPITAL PLAN - FUNDING SOURCES

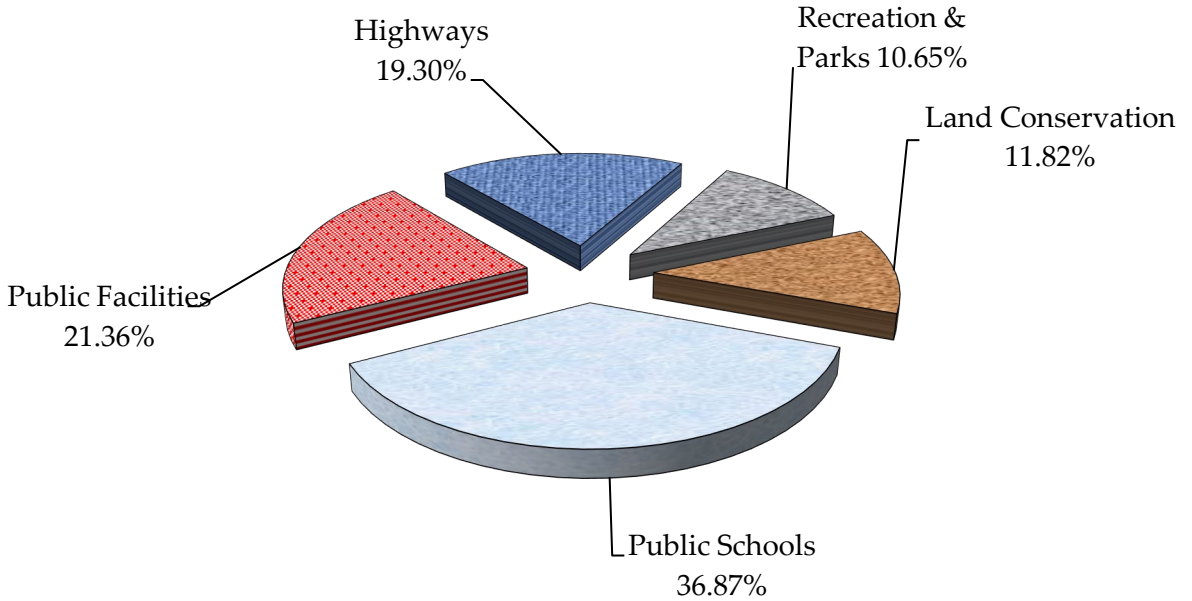



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State & Federal Funding	\$134,565,932
Local Funds:	
County Bonds	149,094,289
Transfer Taxes	45,000,000
Excise Taxes	19,262,645
Other Sources Recordation Fees/Agricultural Tax/Mitigation	<u>7,950,000</u>
Total	<u>\$355,872,866</u>



# FISCAL YEAR 2025 - FISCAL YEAR 2029 CAPITAL PLAN - PROJECTS





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Public Schools	\$131,198,505
Public Facilities	76,000,242
Highways	68,692,454
Recreation and Parks	37,915,000
Land Conservation	<u>42,066,665</u>
Total	<u>\$355,872,866</u>

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# HIGHWAYS



<b>Project Title</b> County Bridge Replacement & Repair	<b>Project Number</b> HW-2104	<b>Classification</b> Highways
<b>Project Description</b> 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 "Assessment" Appropriation Phase is intended to create a benchmark or current status of all County Inspected Bridges. Design for Manor and Busy Corner bridge replacements are complete with construction estimated completion Feb 2023. Manufacturing of the concrete structure has an extended lead time by the supplier. Large diameter culverts are scheduled for replacement using the rental contractor.		 <p data-bbox="805 730 1520 842"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization , economic development , and environmental stewardship. P. 11-1.                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
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 (<20' Span Non-Federal)	312,000	150,000	27,000	27,000	27,000	27,000	27,000	27,000	
Cross Pipe Replacements (Pipes larger than 36" Dia)	5,240,000	740,000	750,000	750,000	750,000	750,000	750,000	750,000	
Other (Unanticipated and Equip Rental)									
Contingencies (10%)	450,000		75,000	75,000	75,000	75,000	75,000	75,000	
<b>TOTAL COSTS</b>	<b>7,297,000</b>	<b>2,185,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	


**Funding Schedule**

BONDS	2,793,225	256,150	852,000	275,742	255,333	577,000	577,000		
TRANSFER TAXES	2,574,925			576,258	596,667	275,000	275,000	852,000	
EXCISE TAX									
PAY-GO	558,850	558,850							
STATE FUNDS									
FEDERAL FUNDS	1,370,000	1,370,000							
<b>TOTAL FUNDS</b>	<b>7,297,000</b>	<b>2,185,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	<b>852,000</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
Personal Services Costs						
Supplies & Materials						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Culvert Replacement & Repair	<b>Project Number</b> HW-2205	<b>Classification</b> Highways
<b>Project Description</b> Design, replace, rehabilitate, inspect, line and/or upgrade deteriorated/inadequate culvert crossings and outfall channels throughout the County's Highway Maintenance road network. Project may also include the upgrade of failing or inadequate storm drain systems and eroded outfalls. 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. Estimating \$450,000 in pipe repair/replacement and \$50,000 for design or permits, each year.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029		
ARCHITECT/ENGINEERING	544,000	220,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	
CONSTRUCTION/REPAIR	2,809,000	325,000	324,000	432,000	432,000	432,000	432,000	432,000	432,000	
ALL FAITH CHURCH ROAD	60,000	60,000								
Prior Approved Completed Projects										
ST JOHNS ROAD	448,000	340,000	108,000							
SEASIDE VIEW ROAD										
CONSTRUCTION/REPAIR OF CROSS-PIPES/LINER	424,000	100,000	54,000	54,000	54,000	54,000	54,000	54,000	54,000	
<b>TOTAL COSTS</b>	<b>4,285,000</b>	<b>1,045,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	

**Funding Schedule**

BONDS	2,205,000	545,000	540,000	540,000	500,000	40,000	40,000		
TRANSFER TAXES	1,580,000				40,000	500,000	500,000	540,000	
EXCISE TAX									
PAY-GO	500,000	500,000							
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>4,285,000</b>	<b>1,045,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>	<b>540,000</b>

**Operating Impacts**


	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
<b>TOTAL COSTS</b>						

<b>Project Title</b> FDR Boulevard (MD4 to Pegg Rd.)	<b>Project Number</b> HW-1202	<b>Classification</b> Highways
<b>Project Description</b> Construct 3.7 miles of a two lane residential access way from MD Route 4 to Pegg Road (NAS Patuxent River main gate) to help relieve congestion and reduce delays along the MD 235 corridor by providing an alternative means for residents to travel to and from shopping and work, especially in the Lexington Park Development district. Project could remove thousands of trips per day in portions of the MD 235 corridor. Right-of-way width needed is 80' to 100'. 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. Phase 1 (First Colony Blvd. to MD 237) and Phase 2 (MD 246 to S. Shangri-La Drive) completed. Phase 3 (MD 237 to Pegg Rd.) for 1.8 miles 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. Property acquisition delays have pushed the construction out to FY 2024. FY2024 price increase added.		 <p><b>Compliance With Comprehensive Plan Section</b>                  11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>
<b>Discussion of Operating Budget Impact</b> Roadway maintenance costs are approx. \$12 linear foot (Phase 3B 5,280 L.F. and \$63,360). SWM maintenance at \$4,000 per facility/year for Phase 3B (1 Facility) \$4,000. Supplies/Materials estimated at \$1,500 annually. Phase 3B costs for electricity for 113 LED SOW lights at \$5.50 per light/month equates to \$14,122 annually (3B \$7,805). TSM is \$1,900/YR per SHA MOU.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	1,900,000	1,900,000							
LAND/ESM'T AQUISITION	6,308,772	6,308,772							
PH1-FIRST COLONY to M237	13,806,800	13,806,800							
PH3- MD237 to PEGG RD	19,402,550	19,402,550							
PH2-MD246 to SHANGRI LA DR	1,112,000	1,112,000							
WETLANDS MITIG/REFORESTATION	525,000	525,000							
UTILITY RELOCATION (7-15%)	2,741,638	2,741,638							
MATERIAL TESTING/ INSP (3%)	1,119,329	1,119,329							
CONSTRUCTION MGMT	755,000	755,000							
CONTINGENCIES (10%)	2,557,644	2,557,644							
<b>TOTAL COSTS</b>	<b>50,228,733</b>	<b>50,228,733</b>							

Funding Schedule									
BONDS	37,059,744	37,059,744							
TRANSFER TAXES	322,697	322,697							
IMPACT FEES	4,907,905	4,907,905							
PAY-GO	459,340	459,340							
IMPACT FEES - SCHOOLS	6,934,047	6,934,047							
FEES IN LIEU/MITIGATION	545,000	545,000							
<b>TOTAL FUNDS</b>	<b>50,228,733</b>	<b>50,228,733</b>							

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
SUPPLIES & MATERIALS (HIGHWAY DIVISION)		1,500				
UTILITIES (COUNTY HWYS ELECTRIC)		7,805				
HIGHWAY MAINTENANCE COSTS (CONTRACT SERVICES)		63,360				
STORMWATER MANAGEMENT MAINTENANCE COSTS (CONTRACT SERVICES)		4,000				
Traffic Signal Maintenance MOU (SHA)		1,900				
<b>TOTAL COSTS</b>		<b>78,565</b>				


<b>Project Title</b> Mattapan Road Improvement	<b>Project Number</b> HW-2007	<b>Classification</b> Highways
<b>Project Description</b> Archeological study, survey, and 30% plans for widening and realigning Mattapan Road to major collector standards between MD 5 and St. Mary's College eastern boundary (0.6 miles). Includes coordination with historic St. Mary's City to identify and minimize disturbance to archeological resources, as well as initial coordination with other State and Federal agencies. Mattapan Rd has been widened between the eastern College boundary and MD 235 in the past. Project is based on realigning the road to shift approximately 1 foot to accommodate site constraints or historic artifacts. The project will coordinate archeological evaluations during construction but little to no excavation is proposed with the current design. Construction is expected to maintain a single lane traffic movement throughout the duration of work. Possibility of needing traffic calming measures with the completion of the road improvements.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
Engineer/Design/Archeological	93,000	93,000							
Construction	350,000	350,000							
Inspection/Project Management	35,000	35,000							
Utilities/Relocations	25,000	25,000							
Other: Signage/Landscaping	66,800	15,000	51,800						
<b>TOTAL COSTS</b>	<b>569,800</b>	<b>518,000</b>	<b>51,800</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES	51,800		51,800						
EXCISE TAX									
PAY-GO	518,000	518,000							
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>569,800</b>	<b>518,000</b>	<b>51,800</b>						

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
OTHER						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Neighborhood Drainage Improvements and Rehabilitation	<b>Project Number</b> HW-2003	<b>Classification</b> Highways
<b>Project Description</b> Design and correct drainage deficiencies within the County. Will include MDE and SCD Permit acquisition. Project may include re-grading roadside channels, adding or increasing drainage pipe sizes, and redirecting runoff via overland flow or storm drain systems to an appropriate outfall location. Project could also include Storm Drain and SWM infrastructure improvements to the larger, older subdivisions such as Discovery. Design consultant JMT prepared a regional stormwater management study in 1999 which identified subdivisions with drainage issues and now additional areas have been recognized by the implementation of the 311 program. The proposal for creating this project is in response to citizen complaints where detailed design work is necessary due to critical grading, slopes, and site limitations are present. Approved monies will be used to further assess community drainage in communities but not limited to the following: Golden Beach Subdivision Phases 1 & 2-Design finished Spring 2022, construction is unknown. Golden Beach Subdivision Phase 3 - Estimated Completion Date: Spring 2026 St. Clements Shores - Estimated Completion Date for Ph 1: Winter 2023, Ph 2 & 3 by Winter 2024. Tall Timbers - Estimated Completion Date: Summer 2027. Other project but not limited to: Greenview Knolls School and Subdivision area including Belvoir Road, Cecils Mill Sub, Hickory Hills Sub, Broadcreek Sub, Esperanza Farms, and more.		
<b>Discussion of Operating Budget Impact</b> Stormwater Management maintenance needs.		<b>Compliance With Comprehensive Plan Section</b> 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic benefit, and environmental stewardship. P.11-1


Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ENGINEERING/SURVEY	1,250,000	800,000	75,000	75,000	75,000	75,000	75,000	75,000	
CONSTRUCTION	7,462,895	1,662,895	1,050,000	950,000	950,000	950,000	950,000	950,000	
PROPERTY/EASEMENT ACQU	100,000	100,000							
UTILITY RELOCATION	60,000	60,000							
CONTINGENCIES	90,000	90,000							
<b>TOTAL COSTS</b>	<b>8,962,895</b>	<b>2,712,895</b>	<b>1,125,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	

**Funding Schedule**

BONDS	6,596,703	1,830,000	1,125,000	866,703	925,000	925,000	925,000		
TRANSFER TAXES	1,337,713			12,713	100,000	100,000	100,000	1,025,000	
PAY-GO	882,895	882,895							
EXCISE TAX - ROADS	145,584			145,584					
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>8,962,895</b>	<b>2,712,895</b>	<b>1,125,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
SWM Maintenance		5,000	5,000			
<b>TOTAL COSTS</b>		<b>5,000</b>	<b>5,000</b>			

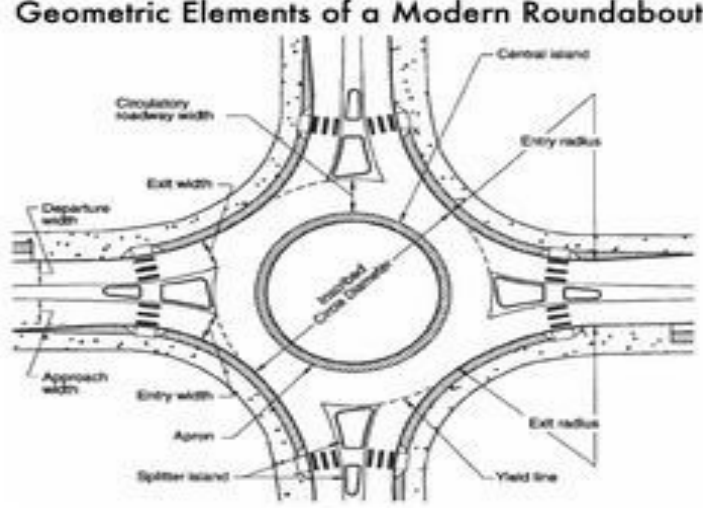
<b>Project Title</b> Retrofit Sidewalk Program	<b>Project Number</b> HW-2103	<b>Classification</b> Highways
<b>Project Description</b> This project is created as a consolidation of multiple existing projects of sidewalk retrofit activities. Installation of new sidewalks in warranted locations along County 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: Buck Hewitt Road - North, South Shangri-La, Willows Road, Wildewood Blvd, Pegg Road, Westbury Blvd, MD235 repairs, and upgrades due to the road (mill and overlay) program. Three Notch Trail Signal Beacons upgrades. Adding mapping and CityWorks data collection along with sidewalk inspection for all walks to identify heaved locations that are in need of replacement.		 <p data-bbox="805 737 1516 814"> <b>Compliance With Comprehensive Plan Section</b>                      11.5.2.A.i Construct sidewalk networks between neighborhoods, schools, parks, and other activity nodes / centers. P. 11-10                 </p>
<b>Discussion of Operating Budget Impact</b> SWM Maintenance needed.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ASSESSMENT	20,000	20,000							
ENGINEERING/SURVEY	423,000	255,000	27,000	27,000	27,000	27,000	30,000	30,000	
LAND ACQUISITION	75,000	75,000							
CONSTRUCTION	4,634,664	1,590,664	378,000	486,000	540,000	540,000	550,000	550,000	
MGMT/INSPECT	152,500	122,500	5,000	5,000	5,000	5,000	5,000	5,000	
MATERIAL TESTING	25,460	12,500	2,160	2,160	2,160	2,160	2,160	2,160	
UTILITY RELOCATION	270,000	75,000	195,000						
CONTINGENCIES	75,000	75,000							
AS-BUILT	15,000	15,000							
<b>TOTAL COSTS</b>	<b>5,690,624</b>	<b>2,240,664</b>	<b>607,160</b>	<b>520,160</b>	<b>574,160</b>	<b>574,160</b>	<b>587,160</b>	<b>587,160</b>	

Funding Schedule									
BONDS	1,089,480		77,000	177,000	274,160	274,160	287,160		
TRANSFER TAXES	3,394,010	1,474,525	89,165	343,160	300,000	300,000	300,000	587,160	
PAY-GO	507,017	507,017							
EXCISE TAX - ROADS	440,995		440,995						
STATE FUNDS	259,122	259,122							
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>5,690,624</b>	<b>2,240,664</b>	<b>607,160</b>	<b>520,160</b>	<b>574,160</b>	<b>574,160</b>	<b>587,160</b>	<b>587,160</b>	

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
OTHER (ROADWAY MAINTENANCE COST)		4,250	4,500	4,750		
<b>TOTAL COSTS</b>		<b>4,250</b>	<b>4,500</b>	<b>4,750</b>		




<b>Project Title</b> Roadway & Safety Improvements	<b>Project Number</b> HW-2101	<b>Classification</b> Highways
<b>Project Description</b> 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 intersections Golden Beach/All Faith and Wildewood Prky/Blvd came with recommendations of RABs. Pedestrian travel will be accommodated in the design of WW 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. Evaluating a roundabout at FDR/First Colony Blvd, Triangle/Golden Beach, Tulagi/Shangri-La, & Pegg/Westbury.		 <p><b>Compliance With Comprehensive Plan Section</b>                  11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>
<b>Discussion of Operating Budget Impact</b> 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
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ASPHALT OVERLAY	42,000,000	7,000,000	5,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	
ARCHITECT/ENGINEERING	794,800	325,000	145,800	81,000	81,000	81,000	54,000	54,000	54,000
CONSTRUCTION/SURFACING	9,204,100	5,726,500	486,000	486,000	486,000	486,000	486,000	766,800	766,800
GUARDRAIL ENDTREATMENTS	808,000	160,000	108,000	108,000	108,000	108,000	108,000	108,000	108,000
CRACKSEALING	510,000	60,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
OTHER(unanticipated and equipment rental)	932,800	220,000	118,800	118,800	118,800	118,800	118,800	118,800	118,800
LAND ACQUISTION	1,474,000	100,000	108,000	108,000	108,000	350,000	350,000	350,000	
ROUNDAABOUT CONSTRUCTION	10,700,000	1,200,000	2,500,000	2,500,000	1,500,000	1,500,000	1,500,000		
ROAD WIDENING	1,122,000	150,000	162,000	162,000	162,000	162,000	162,000	162,000	162,000
Design for Intersection Improvement	2,868,000	600,000	378,000	378,000	378,000	378,000	378,000	378,000	378,000
<b>TOTAL COSTS</b>	<b>70,413,700</b>	<b>15,541,500</b>	<b>9,081,600</b>	<b>10,016,800</b>	<b>9,016,800</b>	<b>9,231,800</b>	<b>9,512,600</b>	<b>8,012,600</b>	

Funding Schedule									
BONDS	38,571,090	5,634,896	5,405,989	10,016,800	5,439,841	3,907,044	4,544,511	3,622,009	
TRANSFER TAXES	22,817,516	8,430,935	518,522		2,478,875	4,226,672	3,870,005	3,292,507	
PAY-GO	3,975,669	1,475,669	2,500,000						
EXCISE TAX - ROADS	5,049,425		657,089		1,098,084	1,098,084	1,098,084	1,098,084	
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>70,413,700</b>	<b>15,541,500</b>	<b>9,081,600</b>	<b>10,016,800</b>	<b>9,016,800</b>	<b>9,231,800</b>	<b>9,512,600</b>	<b>8,012,600</b>	

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
SWM Maintenance		1,000		1,000		1,000
<b>TOTAL COSTS</b>		<b>1,000</b>		<b>1,000</b>		<b>1,000</b>

<b>Project Title</b> Southampton Neighborhood Revitalization	<b>Project Number</b> HW-2001	<b>Classification</b> Highways
<b>Project Description</b> Project includes the infrastructure improvements to the Southampton Subdivision in conjunction with preservation and revitalization efforts in the immediate area, which will provide new and/or reconstructed infrastructure (storm drainage and street improvements) for over 6,700 linear feet of existing roadways where substandard, deteriorated, or no infrastructure exists. Upgrades include approximately 6,715 linear feet of roadways that are anticipated to be designed at one time, but constructed in several phases. Reconstruction costs for the rehabilitation work are based on experience with the Patuxent Park Neighborhood Preservation Program project. Phase 1 includes a portion of Lincoln Avenue and Southampton Drive, Bristol Avenue, and Windsor Drive (2,165 linear feet) with construction funding in FY2023. Phase 2 includes a portion of Lincoln Avenue and Southampton Drive, Cambridge Avenue, Brighton Avenue (2,364 linear feet ) with construction funding in FY2025. Phase 3 includes a portion of Lincoln Avenue and Thurman Davis Lane (2,186 linear 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 to begin in FY2023. FY2024-Contingency increase/price escalation. FY2025 & FY2027 price escalation 10% increase.		 <p data-bbox="797 730 1529 856"> <b>Compliance With Comprehensive Plan Section</b>                      11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1                 </p>

**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 for Phase 1. Phase 2 & 3 SWM maintenance est. \$5,000 each phase.


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ENGINEERING/SURVEY (3 PHASES)	725,220	725,220							
CONSTRUCTION	6,607,490	1,948,500	194,850		2,300,000	2,164,140			
UTILITY RELOCATION (7%)	448,895	136,395			161,000	151,500			
MATERIAL TESTING/INSPECTION (3%)	192,455	58,455			69,000	65,000			
CONTINGENCIES(10%)	660,749	194,850	19,485		230,000	216,414			
PROPERTY/EASEMENT ACQUISITION	300,000	300,000							
CONSTRUCTION MANAGEMENT	525,000	130,000	40,000		175,000	180,000			
<b>TOTAL COSTS</b>	<b>9,459,809</b>	<b>3,493,420</b>	<b>254,335</b>		<b>2,935,000</b>	<b>2,777,054</b>			

**Funding Schedule**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
BONDS	6,489,774	815,220			2,935,000	2,739,554
TRANSFER TAXES	1,561,181	1,269,346	254,335		37,500	
EXCISE TAX						
PAY-GO	1,408,854	1,408,854				
STATE FUNDS						
FEDERAL FUNDS						
OTHER SOURCES						
<b>TOTAL FUNDS</b>	<b>9,459,809</b>	<b>3,493,420</b>	<b>254,335</b>		<b>2,935,000</b>	<b>2,777,054</b>

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE &EQUIPMENT						
SWM MAINTENANCE		15,000	5,000		5,000	
<b>TOTAL COSTS</b>		<b>15,000</b>	<b>5,000</b>		<b>5,000</b>	

<b>Project Title</b> Street Lighting & Streetscape Improvements	<b>Project Number</b> HW-2204	<b>Classification</b> Highways
<b>Project Description</b> Provide and conduct major maintenance of neighborhood safety /security lighting, street tree plantings, and other streetscape improvements (street trees, sidewalk benches, crosswalk pavers, specialized signage etc.) along designated County roadways and in established priority funding areas, Village / Town Centers, Development Districts and approved Master Plans (i.e. Lexington Park). Project may also include the development of public/private partnerships for streetscape improvements by the Department of Economic Development. Address priority safety / security lighting needs along County roadways as identified by citizen requests, Sheriff patrols, traffic studies, etc. to help improve public safety and deter criminal activity. Retrofit existing County maintained street lighting to LED. Lighting projects are usually installed and billed by SMECO, on an individual basis. Includes existing FDR Boulevard sidewalk widening (10' wide to connect to the Three Notch Trail Ph 7). FDR from M235 to MD4 does not have street lighting currently. Includes globe change-out for existing lights on FDR. Estimated 24 lights on FDR to produce bills by FY2025. The cost for streetlighting can vary with location but generally estimated at \$2,800 per post installed.		 <p data-bbox="808 737 1513 814"><b>Compliance With Comprehensive Plan Section</b> 9.1.1.D Revitalize established business and commercial centers in designated growth areas. P. 9-7</p>
<b>Discussion of Operating Budget Impact</b> Cost for electric service and maintenance is approximately \$19-\$20 per light per month. For LED 80 Watt retrofits, the operating cost is only about \$4.50 per light per month		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	22,500		7,500			7,500		7,500	
LAND ACQUISITION	150,000		150,000						
CONSTRUCTION	1,065,000	60,000		952,500			52,500		
DEMOLITION									
INSPECTION									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>1,237,500</b>	<b>60,000</b>	<b>157,500</b>	<b>952,500</b>	<b>7,500</b>	<b>52,500</b>	<b>7,500</b>		

**Funding Schedule**

BONDS									
TRANSFER TAXES	285,000	60,000	157,500			7,500	52,500	7,500	
PAY-GO									
EXCISE TAX - ROADS	952,500			952,500					
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>1,237,500</b>	<b>60,000</b>	<b>157,500</b>	<b>952,500</b>	<b>7,500</b>	<b>52,500</b>	<b>7,500</b>		

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES (electric)		1,400	6,000			
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>1,400</b>	<b>6,000</b>			

<b>Project Title</b> Water Quality & Nutrient Removal	<b>Project Number</b> HW-2108	<b>Classification</b> Highways
<b>Project Description</b> Project is focused on impending Watershed Implementation & Management efforts that include; stormwater management retrofit efforts, potential Municipal Separate Storm Sewer System (MS4), National Pollutant Discharge Elimination System (NPDES) creditable practices that may be required to ensure that County meets its current MS4 commitments, and support for creditable shoreline, stream restoration or wetland type projects with grant funding potential. These efforts all provide County watershed benefits as well as to ensure MS4 Permit compliance. Recommending that funds be aligned with the MS4 Permit Cycle. The current permit will expire in 2023, with the Year 5 reporting due at the end of October. The associated design and construction funds are based on the requirement of maintaining a 20% impervious cover treatment credit. Should the Maryland Department of Environment (MDE) increase the treatment required during the next permit cycle, increased construction funding may be necessary beginning in FY 2026.		 <p style="color: red; text-align: right;">St Marys WQ&amp;NRP Hollywood E.S. Panoramic View 10/15/2018</p>
<b>Compliance With Comprehensive Plan Section</b> 7.9.1.A.i Develop a comprehensive water quality protection framework for both point and nonpoint sources of pollution. P.7-30.		
<b>Discussion of Operating Budget Impact</b> 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 FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	414,400	220,000	32,400	32,400	32,400	32,400	32,400	32,400	
GIS IMPLEMENTATION/ANALYSIS									
CONSTRUCTION									
TMDL IDENTIFICATION									
DISCHARGE CHARACTERIZATION MANAGEMENT PROGRAM									
PHASE 2 WIP RETROFIT CONSTRUCTION	2,306,000	1,010,000	216,000	216,000	216,000	216,000	216,000	216,000	
<b>TOTAL COSTS</b>	<b>2,720,400</b>	<b>1,230,000</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	

Funding Schedule									
BONDS	344,433				18,400	18,400	59,233	248,400	
TRANSFER TAXES	2,375,967	1,230,000	248,400	248,400	230,000	230,000	189,167		
PAY-GO									
EXCISE TAX - ROADS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,720,400</b>	<b>1,230,000</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	<b>248,400</b>	


Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES		5,000				
SUPPLIES & MATERIALS						
OTHER						
<b>TOTAL COSTS</b>		<b>5,000</b>				



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# LAND CONSERVATION




<b>Project Title</b> Agriculture Land Preservation Programs	<b>Project Number</b> AP-2301	<b>Classification</b> Land Conservation
<p><b>Project Description</b> Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources. 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-2302.</p>		
		<p><b>Compliance With Comprehensive Plan Section</b> 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26</p>
<p><b>Discussion of Operating Budget Impact</b></p>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
EASEMENT ACQUISITION	23,333,331	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333
LAND ACQUISITIONS									
CONSULTING									
INSPECTION									
<b>TOTAL COSTS</b>	<b>23,333,331</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>

**Funding Schedule**

TRANSFER TAXES	3,803,331	543,333	543,333	543,333	543,333	543,333	543,333	543,333	543,333
AG/RECORDATION	5,190,000	750,000	740,000	740,000	740,000	740,000	740,000	740,000	740,000
AG/TRANSFER	340,000	40,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
STATE FUNDS	8,400,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
GENERAL ALLOTMENT STATE	5,600,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
CIGARETTT RESTITUTION									
<b>TOTAL FUNDS</b>	<b>23,333,331</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>	<b>3,333,333</b>

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Rural Legacy Program	<b>Project Number</b> AP-2302	<b>Classification</b> Land Conservation
<b>Project Description</b> Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources. A). The County provides matching funds for the 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-2302.		 <p data-bbox="805 730 1521 793"> <b>Compliance With Comprehensive Plan Section</b>                      5.14.1 Preserve available agricultural and rural resource areas. P. 5-26                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029		
EASEMENT ACQUISITION	29,400,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	
LAND ACQUISITION										
CONSULTING										
INSPECTION										
<b>TOTAL COSTS</b>	<b>29,400,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	

Funding Schedule										
TRANSFER TAXES	7,350,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	
AG/RECORDATION										
AG/TRANSFER										
CIGARETTE RESTITUTION										
STATE FUNDS	7,350,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	
FEDERAL FUNDS	14,700,000	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000	
<b>TOTAL FUNDS</b>	<b>29,400,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>4,200,000</b>	

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
UTILITIES						
FURNITURE						
OTHER						
SUPPLIES & MATERIALS						
CONTRACTED SERVICES						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Urban Legacy Program	<b>Project Number</b> AP-2603	<b>Classification</b> Land Conservation
<b>Project Description</b> 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.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 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 FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
Easement Acquisition	4,000,000				1,000,000	1,000,000	1,000,000	1,000,000	
Administrative & Compliance Fee	400,000				100,000	100,000	100,000	100,000	
<b>TOTAL COSTS</b>	<b>4,400,000</b>				<b>1,100,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	

**Funding Schedule**

	Total Project	Prior Approval	Budget FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	Balance to Complete
<b>BONDS</b>									
TRANSFER TAXES	2,400,000				600,000	600,000	600,000	600,000	
AG/RECORDATION									
AG/TRANSFER									
<b>STATE FUNDS</b>									
FEDERAL FUNDS	2,000,000				500,000	500,000	500,000	500,000	
<b>TOTAL FUNDS</b>	<b>4,400,000</b>				<b>1,100,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						




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# MARINE



Piney Point Lighthouse Museum Shore Erosion MA-2102

<b>Project Title</b> Piney Point Lighthouse Museum Shore Erosion	<b>Project Number</b> MA-2102	<b>Classification</b> Marine
<p><b>Project Description</b></p> <p>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 &amp; Museum. B. Design, preparation of bid documents and inspection will be performed by the DPW&amp;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. Project Kickoff took place November 2020. On 9-15-2020, the Commissioners accepted \$60,000 of DNR grant funding to pursue design work. Prior grant request of \$795,000 was not received.</p>		 <p><b>Compliance With Comprehensive Plan Section</b> 5.9.1 Facilitate and manage installation of shoreline erosion control measures. P. 5-18</p>
<p><b>Discussion of Operating Budget Impact</b></p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
Construction	1,664,509	29,999	1,634,510						
Bidding/inspection	192,113		192,113						
Project Admin/Management	158,700		158,700						
Critical Area Mitigation	25,000		25,000						
Architect/Engineering Design	60,000	60,000							
<b>TOTAL COSTS</b>	<b>2,100,322</b>	<b>89,999</b>	<b>2,010,323</b>						

**Funding Schedule**

BONDS	29,999	29,999							
PAY-GO	72,370		72,370						
STATE FUNDS	60,000	60,000							
FEDERAL FUNDS	1,937,953		1,937,953						
<b>TOTAL FUNDS</b>	<b>2,100,322</b>	<b>89,999</b>	<b>2,010,323</b>						


**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

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# PUBLIC FACILITIES




<b>Project Title</b> Airport Improvements	<b>Project Number</b> PF-1809	<b>Classification</b> Public Facilities
<b>Project Description</b> The St. Mary's County Regional Airport project provides the airfield improvements identified in the Airport Master Plan to meet the current FAA standards for the Airport Reference Code (ARC) B-II (large). The current ARC is B-II (small). The change will allow larger aircraft to access the airfield. Under this project, the existing parallel taxiway will be relocated to provide the 240-ft separation to address wingspan criteria. 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. FY2024 funding includes \$380,000 for exterior improvements to terminal and parking lot provided by the Tri-County Council and \$750,000 for solid waste removal.		 <p data-bbox="846 764 1560 821"><b>Compliance With Comprehensive Plan Section</b> 11.4.4.A.i Continue to support the expansion of the airport. P. 11-7</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT / ENGINEERING	2,454,560	774,560		600,000	80,000	400,000	600,000		
PLANNING / SURVEY/ PLATS	1,603,390	620,057		500,000	483,333				
CONST. MGMT & INSPECTIONS	2,175,000	575,000			600,000		400,000		600,000
OBSTRUCTION REMOVAL									
CONSTRUCTION - AIRFIELD	34,562,062	19,812,062	750,000		7,000,000				7,000,000
CONSTRUCTION - HANGARS / BLDGS	1,570,000	1,190,000	380,000						
CONSTRUCTION - ROADS	3,000,000	3,000,000							
CONSTRUCTION - APRON & RAMP	5,462,626	462,626					5,000,000		
CONSTRUCTION - UTILITY & SITE	390,870	390,870							
MAINTENANCE & REPAIR	1,090,000	1,090,000							
ACCESS & SECURITY	600,000					600,000			
<b>TOTAL COSTS</b>	<b>52,908,508</b>	<b>27,915,175</b>	<b>1,130,000</b>	<b>1,100,000</b>	<b>8,163,333</b>	<b>1,000,000</b>	<b>6,000,000</b>		<b>7,600,000</b>

Funding Schedule									
BONDS	6,627,603	5,291,270		110,000	396,333	70,000	350,000		410,000
TRANSFER TAXES	3,844,257	3,024,257	750,000		70,000				
EXCISE TAX									
PAY-GO	681,527	681,527							
STATE FUNDS	1,566,713	586,713			350,000	30,000	250,000		350,000
FEDERAL FUNDS	39,808,408	18,331,408		990,000	7,347,000	900,000	5,400,000		6,840,000
OTHER SOURCES	380,000		380,000						
<b>TOTAL FUNDS</b>	<b>52,908,508</b>	<b>27,915,175</b>	<b>1,130,000</b>	<b>1,100,000</b>	<b>8,163,333</b>	<b>1,000,000</b>	<b>6,000,000</b>		<b>7,600,000</b>

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
<b>TOTAL COSTS</b>	200					



<b>Project Title</b> Building Maintenance and Repair Projects - Critical	<b>Project Number</b> PF-2407	<b>Classification</b> Public Facilities
<b>Project Description</b> This program provides funds for major equipment replacement, deferred maintenance & repair projects, system upgrades and critical maintenance and major repair items to include: building envelope, mechanical, electrical, HVAC, roofing, alarm, and security systems. Projects typically require minimal use of architect/ engineering design services. FY2023 Lex Pk. Library 3 Oaks Shelter and Arnold Building complete roof replacements, Courthouse EPDM roof replacement, Masonry point up and partial EPDM roof replacement at the Board of Elections. FY2024 Potomac roof replacement, Armory window replacements, to include historic preservation requirements, Masonry point up at multiple locations, Multiple facility HVAC smaller spilt unit replacements. FY2025 Windows & doors replacement at the Arnold Bldg. HVAC upgrades multiple facilities Leonard Hall School TPO roof replacement FY2026 HVAC Unit replacements multiple facilities, Alcohol Board roof replacement. FY2027 & FY2028 Evaluate next round of roof and HVAC equipment to schedule for replacement which will include the Bunker, 911 center, Old Hollywood School, and others. Building Services will be changing our overall project planning and estimating with the addition of the Capital Projects Planner to aid in long-term estimating and actively seeking grant funding for projects.		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1

**Discussion of Operating Budget Impact**


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
WINDOW REPLACEMENT	680,000		460,000	100,000	30,000	30,000	25,000	35,000	
ALARM SYSTEMS	90,000					30,000	30,000	30,000	
HVAC-CONST	630,000		50,000	120,000	150,000	90,000	120,000	100,000	
ROOF/GUTTER CONST	1,175,000		260,000	180,000	230,000	185,000	155,000	165,000	
SIDING/ EXTERIOR CONST	180,000		15,000	15,000		50,000	50,000	50,000	
EQUIPMENT/CONST	75,000					25,000	25,000	25,000	
OTHER (Unanticipated)	140,000		20,000	20,000	25,000	25,000	25,000	25,000	
<b>TOTAL COSTS</b>	<b>2,970,000</b>		<b>805,000</b>	<b>435,000</b>	<b>435,000</b>	<b>435,000</b>	<b>430,000</b>	<b>430,000</b>	

**Funding Schedule**

BONDS	535,000				30,000	40,000	35,000	430,000	
TRANSFER TAXES	2,000,000		805,000		405,000	395,000	395,000		
EXCISE TAX									
PAY-GO	435,000			435,000					
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,970,000</b>		<b>805,000</b>	<b>435,000</b>	<b>435,000</b>	<b>435,000</b>	<b>430,000</b>	<b>430,000</b>	

**Operating Impacts**


	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Building Maintenance and Repair Projects - Programmatic	<b>Project Number</b> PF-2408	<b>Classification</b> Public Facilities
<b>Project Description</b> This program provides funds for minor programmatic construction & repair projects to include carpet/tile replacement, interior painting, 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. Safety & Security upgrades as needed, multiple equipment changes such as door operators, water heaters and plumbing upgrades and replacement needs were accounted for in the FY2024 planning and beyond. FY2024 Moved \$50,000 from Carpet/Tile to Code Compliance/ADA upgrades to cover costs associated with ADA upgrades. Currently the FY2025 - FY2029 years will continue with programmatic repairs as described at the top and throughout this section based on historical needs, new compliance requirements and increased security needs. \$50,000 added to FY2029 to construct an accessible emergency exit for the lower level of the Courthouse, using one of the rear windows in the Register of Wills area. FY2024 APPEAL: Add \$160,000 to FY2024 for replacement of HVAC units at the Leonard Hall School.		 <p data-bbox="805 758 1520 863"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
CONSTRUCTION	230,000		30,000	20,000	30,000	30,000	35,000	85,000	
CARPET/TILE REPLACEMENT	740,000		120,000	115,000	115,000	130,000	130,000	130,000	
PAINTING/CARPENTRY	545,000		80,000	85,000	90,000	90,000	100,000	100,000	
SAFETY/SECURITY	330,000		50,000	50,000	65,000	60,000	50,000	55,000	
EQUIPMENT (includes lighting)	335,000		55,000	65,000	60,000	55,000	50,000	50,000	
CODE COMPLIANCE/ADA UPGRADES	285,000		50,000	50,000	50,000	45,000	45,000	45,000	
OTHER CONTIGENCY	90,000		15,000	15,000	15,000	15,000	15,000	15,000	
PLANNING/DESIGN									
HVAC (Leonard Hall School)									
<b>TOTAL COSTS</b>	<b>2,555,000</b>		<b>400,000</b>	<b>400,000</b>	<b>425,000</b>	<b>425,000</b>	<b>425,000</b>	<b>480,000</b>	

Funding Schedule									
BONDS	555,000				25,000	25,000	25,000	480,000	
TRANSFER TAXES	1,600,000		400,000		400,000	400,000	400,000		
EXCISE TAX									
PAY-GO	400,000			400,000					
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>2,555,000</b>		<b>400,000</b>	<b>400,000</b>	<b>425,000</b>	<b>425,000</b>	<b>425,000</b>	<b>480,000</b>	


Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Buses and Bus Facilities	<b>Project Number</b> PF-2301	<b>Classification</b> Public Facilities
<b>Project Description</b> The project consists of two elements; 1) a renovation of the second-floor area to convert from storage to office space to reduce crowding on the first floor, and 2) repairs to the concrete slab for the Bus Facility. The current operations have outgrown the first floor, breakroom facilities are a documented need, and a request for a trailer was not approved to address sanitation and overcrowding of employees in the first-floor work areas. The alteration of the 1,800 SF second floor, at \$40/SF, is estimated to cost \$86,500. An elevator for code compliance is estimated to cost \$135,000. Network infrastructure already exists in the facility, so extension of service to second floor will incur minimal additional capital costs. Costs to repair STS Bus Facility concrete slab is estimated at \$250,000. The program also includes \$40,000 for a Tire Changer and Tire Balancer, \$139,640 for two Light-Duty Small Cutaway Buses and \$121,876 for two Paratransit Mini-Vans. All FY2029 costs have been increased by 8%.		 <p data-bbox="805 737 1520 814"> <b>Compliance With Comprehensive Plan Section</b>                      Maintain and improve levels of efficiency and service of community facilities to meet population needs.                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	341,800	250,000						91,800	
RENOVATION (2nd Floor Area)	93,420							93,420	
ELEVATOR	145,800							145,800	
NETWORK INFRASTRUCTURE	15,000							15,000	
CONST. MANAGEMENT	54,000							54,000	
STS BUS SHELTER SLAB									
Tire Changer & Balancer	43,200							43,200	
Light Duty Buses (2 each)	150,810							150,810	
Paratransit Minivans (2 each)	131,626							131,626	
<b>TOTAL COSTS</b>	<b>975,656</b>	<b>250,000</b>						<b>725,656</b>	

Funding Schedule										
BONDS	882,156	156,500							725,656	
TRANSFER TAXES	17,000	17,000								
EXCISE TAX										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS	76,500	76,500								
<b>TOTAL FUNDS</b>	<b>975,656</b>	<b>250,000</b>							<b>725,656</b>	

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> College of Southern Maryland Building A Renovation	<b>Project Number</b> PF-2501	<b>Classification</b> Public Facilities
<b>Project Description</b> The CSM Leonardtown A Building comprehensive renovation, and expansion to convert it to a library and learning commons is key to the overall vision for the campus in St. Mary's County as it creates a hub of energy for student learning and adaptable workspaces for CSM's dynamic staff and faculty. The project Building A on the Leonardtown campus was originally the primary academic and administrative building for the Saint Mary's Academy. It was purchased for the College in 1996 and renovated the following year. The first floor houses the Math Resource Center, general classrooms and office space. The second floor is comprised of office, classroom and meeting spaces. On the third floor are four computer labs. Building A is 14,382 NASF and 25,111 GSF The concept for the comprehensive renovation and expansion will be to make a three-floor Library and Learning Commons building the heart of the campus – a dynamic physical and virtual collaborative hub of participatory learning and collaboration for students, faculty, and staff. The Commons will centralize academic support services including the Library, the Math Resource Center, and The Writing Center, as well as the general tutoring services which is currently spread out in three different buildings. Also included in the new concept is Disability Support Services, Counseling, and the College Store. The building will offer students and employees alike the choice between active and quiet places in which to study/work, with a selection of pods, and individual flex spaces.		 <p data-bbox="805 751 1284 779"><b>Compliance With Comprehensive Plan Section</b></p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
LAND ACQUISITION									
PLANNING	826,000			826,000					
CONSTRUCTION PHASE 1	4,904,500			4,904,500					
CONSTRUCTION PHASE 2	4,904,500				4,904,500				
CAPITAL EQUIPMENT	1,250,000				1,250,000				
<b>TOTAL COSTS</b>	<b>11,885,000</b>			<b>5,730,500</b>	<b>6,154,500</b>				


**Funding Schedule**

BONDS									
TRANSFER TAXES	2,971,250			1,432,625	1,538,625				
PAY-GO									
EXCISE TAX - SAFETY									
STATE FUNDS	8,913,750			4,297,875	4,615,875				
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>11,885,000</b>			<b>5,730,500</b>	<b>6,154,500</b>				

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

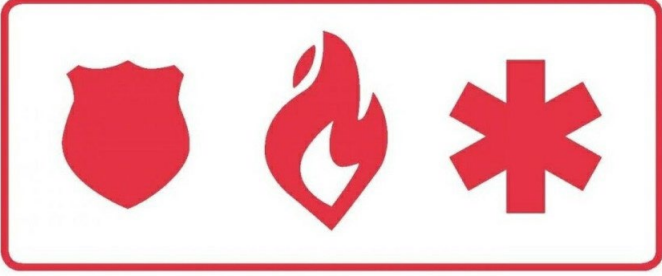


<b>Project Title</b> Emergency Communications Center Expansion	<b>Project Number</b> PF-2002	<b>Classification</b> Public Facilities
<b>Project Description</b> Expand the Emergency Operations Center to account for additional mission requirements and greater space needs. The expansion includes approximately 2,360 SF, consisting of 1,000 SF for office and administrative space, 820 SF to increase the lobby area, and 540 SF to increase the conference room/EOC. New construction planning phase estimate for unit cost is \$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 5% planning phase contingency has been added as of February 2021, which will be revised accordingly as the project progresses.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	134,700	134,700							
CONSTRUCTION/SITE WORK	1,307,000	1,307,000							
CONSTRUCTION MANAGEMENT	205,000	205,000							
INSPECTION/TESTING	78,750	78,750							
FURNISHING/EQUIPMENT	52,500	52,500							
NETWORK INFRASTRUCTURE	68,250	68,250							
UTILITY RELOCATION	78,750	78,750							
<b>TOTAL COSTS</b>	<b>1,924,950</b>	<b>1,924,950</b>							

Funding Schedule									
BONDS	290,000	290,000							
TRANSFER TAXES	97,950		97,950						
PAY-GO									
EXCISE TAX - SAFETY									
STATE FUNDS									
FEDERAL FUNDS	1,537,000	1,634,950	-97,950						
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>1,924,950</b>	<b>1,924,950</b>							


Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Fire & Rescue Revolving Loan Fund	<b>Project Number</b> PF-1906	<b>Classification</b> Public Facilities																																																																																										
<b>Project Description</b> Volunteer Fire Departments and Rescue Squads have submitted their plan for FY2024 to FY2029 which outlines the expected loan requests they will make from the Revolving Loan Fund maintained by the County.																																																																																												
<table border="1"> <thead> <tr> <th>FY2024 Request</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> <th>2028</th> <th>2029</th> </tr> </thead> <tbody> <tr> <td>Bay District Fire</td> <td></td> <td></td> <td>958,943</td> <td></td> <td>496,000</td> <td></td> </tr> <tr> <td>Hollywood Fire</td> <td>485,000</td> <td></td> <td></td> <td></td> <td></td> <td>1,000,000</td> </tr> <tr> <td>Hollywood Rescue</td> <td></td> <td></td> <td></td> <td></td> <td>262,000</td> <td></td> </tr> <tr> <td>Leonardtown Fire</td> <td></td> <td></td> <td></td> <td>500,000</td> <td></td> <td></td> </tr> <tr> <td>Leonardtown Rescue</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Lexington Park VRS</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ridge Fire</td> <td></td> <td></td> <td></td> <td>1,350,000</td> <td></td> <td></td> </tr> <tr> <td>Ridge VRS</td> <td>220,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Second District VFD and VRD</td> <td></td> <td></td> <td></td> <td></td> <td>1,250,000</td> <td></td> </tr> <tr> <td>Seventh District Fire</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>800,000</td> </tr> <tr> <td>Seventh District</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Total Requests</b></td> <td><b>705,000</b></td> <td><b>-</b></td> <td><b>958,943</b></td> <td><b>1,850,000</b></td> <td><b>2,008,000</b></td> <td><b>1,800,000</b></td> </tr> </tbody> </table>			FY2024 Request	2024	2025	2026	2027	2028	2029	Bay District Fire			958,943		496,000		Hollywood Fire	485,000					1,000,000	Hollywood Rescue					262,000		Leonardtown Fire				500,000			Leonardtown Rescue							Lexington Park VRS							Ridge Fire				1,350,000			Ridge VRS	220,000						Second District VFD and VRD					1,250,000		Seventh District Fire						800,000	Seventh District							<b>Total Requests</b>	<b>705,000</b>	<b>-</b>	<b>958,943</b>	<b>1,850,000</b>	<b>2,008,000</b>
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Loans are provided at .5% Interest Rate. Term is typically seven years for Rolling Stock and fifteen years for Building costs. Total Legislative Appropriation is \$5M. Currently at \$4.1M through 2023 leaving a balance of \$900K for the plan.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2																																																																																										
<b>Discussion of Operating Budget Impact</b>																																																																																												

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING									
CONSTRUCTION	1,450,000	950,000						500,000	
LAND ACQUISITION									
INSPECTION									
DEMOLITION									
UTILITIES									
EQUIPMENT/ROLLING STOCK									
RENOVATION									
ROLLING STOCK									
<b>TOTAL COSTS</b>	<b>1,450,000</b>	<b>950,000</b>						500,000	

Funding Schedule									
BONDS	500,000								500,000
TRANSFER TAXES	950,000	950,000							
EXCISE TAX									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>1,450,000</b>	<b>950,000</b>						500,000	

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
FURNITURE & EQUIPMENT						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Fire Department Water Supply Points	<b>Project Number</b> PF-2401	<b>Classification</b> Public Facilities
<b>Project Description</b> The Mechanicsville Volunteer Fire Department requests a project to plan, design and construct water supply points, beginning in the Second District, then expanding to other remote locations throughout the County. The purpose of the project is to address adequate fire-fighting capabilities for subdivisions that were approved prior to the 2010 Subdivision Ordinance requiring detailed engineering studies to make a determination of adequate water supply. Per the ordinance, all subdivisions of 25 lots or more must be connected to a public water system. The Maryland Forest Service, in cooperation with the U.S. Forest Service, provides up to \$3,000 on a 50/50 match basis to enhance wildland fire suppression capabilities, including the installation of dry hydrants. The Maryland Department of Natural Resources (DNR) Forest Service announced the awarding of Volunteer Fire Assistance (VFA) grants to 53 volunteer fire departments in 15 counties across the state in 2022. DNR awarded a total of \$131,702 in matching funds to complete \$277,138 in total project costs. DNR also maintains a statewide dry hydrant inventory, which lists 22 dry hydrants in St. Mary's County as of May 2008. Per the MVFD, anticipated material and installation costs for a dry hydrant or an underground cistern are \$15,000 and \$200,000 respectively, based upon 2021 data. Project costs below represent construction of up to two cisterns per year for five years, for planning purposes, with the installation of dry hydrants using the remaining funds.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.A.vi.d.ii) c. In rural areas, provide standpipes or other infrastructure to draw on existing water impoundment areas such as lakes and farm ponds.

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
Contingency	250,000			50,000	50,000	50,000	50,000	50,000	
Construction Management	150,000			30,000	30,000	30,000	30,000	30,000	
Construction / Installation	1,700,000			340,000	340,000	340,000	340,000	340,000	
Sitework	150,000			30,000	30,000	30,000	30,000	30,000	
Planning	250,000		50,000	50,000	50,000	50,000	50,000	50,000	
<b>TOTAL COSTS</b>	<b>2,500,000</b>		<b>50,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>450,000</b>

**Funding Schedule**

BONDS									
TRANSFER TAXES	1,500,000		50,000	500,000	500,000				450,000
PAY-GO									
EXCISE TAX - SAFETY	1,000,000					500,000	500,000		
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>2,500,000</b>		<b>50,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>450,000</b>

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Health Department Renovations	<b>Project Number</b> PF-1904	<b>Classification</b> Public Facilities
<b>Project Description</b> 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. The County issued a new Facility Condition Assessment Program and Master Plan using the prior approved funds in FY2022. The new study recommends two options to meet the long-term needs at this location: 1) A combination of renovation and new construction for a total of 60,800 SF at \$18.8M, or 2) new construction for a total of 58,100 SF at \$21.8M. Funding below represents prior approved \$6M.		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.B Meet the existing and future demands of the population for community and social services. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
PLANNING/DESIGN	428,672	100,000						328,672	
RENOVATION/DEMO									
CONSTRUCTION	4,669,854							4,669,854	
INSPECTION/CM SERVICES	263,847							263,847	
EQUIPMENT	235,436							235,436	
OTHER CONTINGENCIES	607,080							607,080	
<b>TOTAL COSTS</b>	<b>6,204,889</b>	<b>100,000</b>						<b>6,104,889</b>	


**Funding Schedule**

	Total Project	Prior Approval	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	Balance to Complete
BONDS	552,212	100,000						452,212	
TRANSFER TAXES									
EXCISE TAX									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS	5,652,677							5,652,677	
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>6,204,889</b>	<b>100,000</b>						<b>6,104,889</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES (moving)						
TRAILER FACILITY RENTAL (24months)						
UTILITIES						
RECORDS STORAGE						
OTHER (Information Technology)						
Grounds & SWM						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Lexington Park/Charlotte Hall Library Renovations	<b>Project Number</b> PF-2801	<b>Classification</b> Public Facilities
<b>Project Description</b> The Lexington Park Library is turning 20 years old and showing its age. THE HVAC system is nearing the end of its life and is inefficient, requiring high maintenance and operation costs. The current arrangement of space, number of study rooms, and stacks are functionally inadequate for the needs of the busiest library in Southern Maryland. The front façade is dingy and in need of refinishing. A study by the architecture firm Grimm and Parker has been submitted to the Library Staff and Department of Public Works and Transportation. It calls for a number of changes, which may be prioritized as follows: 1. Parking lot reorientation and addition of drive-through pickup window 2. Vestibule sliding doors 3. Addition of study rooms 4. Expand, reimagine, and soundproof teen space 5. Remove walls and reorganize Children’s Space; add program room 6. Addition of Maker Space, Art Lab, and Gallery Space 7. Adult collection stacks lowered and consolidated 8. Consolidate separate service desk into one Building and site work is estimated at \$2,074,664, including contractor overhead/profit, bonds and insurance, and 20% contingency. Not included in this list is a new HVAC system (which is strongly recommended). Four possibilities are added in the attached study, ranging from \$510,000 to \$2,455,000. Total would range from \$2,604,644 to \$4,549,644. Renovations to the Charlotte Hall Library include two options: 1) new 15-20,000 SF facility or 2) renovation and expansion of 5-10,000 SF. Options not priced at this time.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.ii. Follow the recommendations of the 2007 St. Mary’s County Library Comprehensive and Integrated Systems Analysis & Recommendations; “..continue to improve use of existing space” at Lexington Park Library

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	43,200							43,200	
CONSTRUCTION	4,388,305							4,388,305	
CONST. MANAGEMENT	156,323							156,323	
CONTINGENCY	347,386							347,386	
<b>TOTAL COSTS</b>	<b>4,935,214</b>							<b>4,935,214</b>	

Funding Schedule									
BONDS	3,935,214							3,935,214	
TRANSFER TAXES									
PAY-GO									
STATE FUNDS	1,000,000							1,000,000	
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>4,935,214</b>							<b>4,935,214</b>	


Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
CONTRACTED SERVICES						
PERSONAL SERVICES COSTS						
OTHER COSTS						
UTILITIES						
<b>TOTAL COSTS</b>						

<b>Project Title</b> New Emergency Operations Center	<b>Project Number</b> PF-2901	<b>Classification</b> Public Facilities
<b>Project Description</b> The project proposes to renovate the second floor of the Potomac Building to add office space for the Department of Aging and Human Services staff that remain in the former Garvey Center on the Governmental Center. The project will also demolish the former Garvey Center and construct a new two-story, 17,000 SF Emergency Operations Center in its place. The final aspect of the project is to provide alterations to the existing Emergency Operations Center such that it can be occupied by the IT Department.		
		<b>Compliance With Comprehensive Plan Section</b>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	1,025,400							1,025,400	
RENOVATIONS (Potomac Bldg)	350,000								350,000
DEMOLITION (former Garvey)	250,000								250,000
CONSTRUCTION (new EOC)	10,318,320								10,318,320
RENOVATIONS (former EOC)	250,000								250,000
CONST. MANAGEMENT	450,000								450,000
FURNITURE & EQUIPMENT	490,000								490,000
NETWORK (TBD)									
CONTINGENCY (20% construction)	2,233,600								2,233,600
<b>TOTAL COSTS</b>	<b>15,367,320</b>							<b>1,025,400</b>	<b>14,341,920</b>

<b>Funding Schedule</b>									
BONDS	14,797,315							455,395	14,341,920
TRANSFER TAXES									
PAY-GO									
EXCISE TAX - SAFETY	570,005							570,005	
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>15,367,320</b>							<b>1,025,400</b>	<b>14,341,920</b>


<b>Operating Impacts</b>	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> North County Farmers Market (Barns at New Market)	<b>Project Number</b> PF-1805	<b>Classification</b> Public Facilities
<b>Project Description</b> Project Description The Barns at New Market is a multi-use site that accommodates a value-added market structure, a new produce market structure, a trail extension linking to the market site, parking, and public restroom facilities that serves the market facilities and trail users. The value-added structure contains a commercial kitchen, and a retail space to serve the region. In FY2022 a boardwalk connecting the site to the Three Notch Trail and additional equipment was purchased and installed in the commercial kitchen. The funds remaining in the project from the boardwalk construction are being used to design additional parking. The current budget request for FY2024 in the amount of \$1,144,000 is to provide additional parking in an amount not less than 35 additional spaces and for an additional Best Available Technology (BAT) septic treatment system to be added to the facility. Both of which have been partially funded through a Maryland Rural Economic Development Fund grant. Note to Finance Department: Please add the PF-1805 prior approval for both the appropriations and funding sources to this sheet.		 <p data-bbox="805 751 1518 873"> <b>Compliance With Comprehensive Plan Section</b>                      9.1.3.B.iii Provide increase marketing opportunities for locally grown products. P. 9-8.                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ENGINEERING/SURVEY	332,566	332,566							
SITWORK	941,000	941,000							
CONSTRUCTION	1,621,857	1,621,857							
CONSTRUCTION MANAGEMENT	95,000		95,000						
CONTINGENCY	104,000		104,000						
TRAIL EXTENSION	76,000	76,000							
ADDITIONAL PARKING	595,000		595,000						
SEPTIC SYSTEM (BAT)	350,000		350,000						
IT INFRASTRUCTURE	15,000	15,000							
UTILITIES	26,928	26,928							
EQUIPMENT	233,160	233,160							
LAND ACQUISITION									
<b>TOTAL COSTS</b>	<b>4,390,511</b>	<b>3,246,511</b>	<b>1,144,000</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES	1,451,411	857,411	594,000						
EXCISE TAX									
PAY-GO	2,081,335	2,081,335							
STATE FUNDS	665,332	115,332	550,000						
FEDERAL FUNDS	192,433	192,433							
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>4,390,511</b>	<b>3,246,511</b>	<b>1,144,000</b>						

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Northern Senior Activity Center Pickleball Courts & Parking	<b>Project Number</b> PF-2902	<b>Classification</b> Public Facilities
<b>Project Description</b> The Department of Aging and Human Services has requested the addition of pickleball courts at the Northern Senior Activity Center. Pickleball courts would provide the first outdoor sports offering at the Northern Senior Activity Center and would be a draw since there is a strong growth of the sport and need for facilities. Many consumers have requested it. This project includes the installation of four regulation-sized pickleball courts with fencing, wind screens and lighting. To accommodate the addition of these courts and provide improved access to their proposed location towards the back of the property, additional parking will be installed, and existing ADA parking spaces will be relocated. Project costs also include stormwater management for additional impervious area, as well as the associated design and construction management costs to complete the project.		 <p data-bbox="805 758 1520 877"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced recreation facilities that expand recreational opportunities.                 </p>
<b>Discussion of Operating Budget Impact</b> Utilities based upon estimated annual increase of electrical costs for court lighting. Additional costs for maintenance of SWM and grounds.		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
Engineering / Survey	120,750							120,750	
Site Development	143,000								143,000
Construction	662,050								662,050
Construction Management	80,500								80,500
Utilities / Equipment	30,000								30,000
Contingency	301,900								301,900
<b>TOTAL COSTS</b>	<b>1,338,200</b>							<b>120,750</b>	<b>1,217,450</b>


**Funding Schedule**

BONDS	1,338,200							120,750	1,217,450
TRANSFER TAXES									
EXCISE TAX									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>1,338,200</b>							<b>120,750</b>	<b>1,217,450</b>

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
Utilities						2,500
SWM & Grounds						4,000
<b>TOTAL COSTS</b>						<b>6,500</b>



<b>Project Title</b> Parking and Site Improvements	<b>Project Number</b> PF-2205	<b>Classification</b> Public Facilities
<b>Project Description</b> Parking area improvements, security lighting, safety, drainage and perimeter fencing and regrading improvements, facility and directional signage (Governmental Center), concrete wheel stop replacement, curb, gutter and sidewalk repairs, landscaping / synthetic mulch and other exterior features at various County locations. Project may also include minor convenience center improvements, pothole / base repairs, crack sealing, painting and restriping, parking lot expansions / repaving, and additional STS solar and standard bus stop shelters.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
DESIGN/PLANNING									
CONSTRUCTION									
SEAL, COAT & RESTRIPE Incl ADA	160,000	40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
MILL & REPAVE									
EQUIPMENT/LIGHTING	160,000	40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
OTHER -SITE REPAIRS Incl ADA	160,000	40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
<b>TOTAL COSTS</b>	<b>480,000</b>	<b>120,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

**Funding Schedule**

BONDS	60,000								60,000
TRANSFER TAXES	420,000	120,000	60,000	60,000	60,000	60,000	60,000	60,000	
EXCISE TAX									
PAY-GO									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>480,000</b>	<b>120,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
IMPACTON ANNUAL OPERATING BUDGET						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER (DESCRIBE SIGNIFICANT ITEMS)						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Sheriff's Headquarters Facility	<b>Project Number</b> PF-2101	<b>Classification</b> Public Facilities
<b>Project Description</b> 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 (Phase 2) is in FY2026. Evidence Storage Facility and Site Improvements (Phase 1) top priority for FY2024. Phase 1 Design awarded on 10-19-2021. FY2024 and FY2026 project costs have been increased by 8% to reflect the Engineering News Record national average for construction price increases for 2022.		 <p data-bbox="805 730 1521 810"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.A.vi. Meet increasing health and public safety needs of the population. P. 10-2                 </p>
<b>Discussion of Operating Budget Impact</b> 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 FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
PLANNING/DESIGN	3,035,000	1,415,000	1,620,000						
CONST. HQ FACILITY	25,500,000				25,500,000				
CONST. EVIDENCE STORAGE	6,807,900		6,807,900						
UTILITIES	834,300		834,300						
INSPECTION/CONST. MNGMT	750,000	300,000		450,000					
FURNISHINGS & EQUIPMENT	1,001,000		137,000		864,000				
INFORMATION TECHNOLOGY	166,000		108,000		58,000				
CONTINGENCY (3%)	958,925	460,925		498,000					
<b>TOTAL COSTS</b>	<b>39,053,125</b>	<b>2,175,925</b>	<b>9,507,200</b>	<b>948,000</b>	<b>26,422,000</b>				

**Funding Schedule**

BONDS	37,209,015	2,175,925	8,803,100	377,995	25,851,995				
TRANSFER TAXES	134,095		134,095						
IMPACT FEES									
PAY-GO									
EXCISE TAX - SAFETY	1,710,015		570,005	570,005	570,005				
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>39,053,125</b>	<b>2,175,925</b>	<b>9,507,200</b>	<b>948,000</b>	<b>26,422,000</b>				


**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
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						
EVIDENCE STORAGE UTILITIES (Elec./Water & Sewer)						
ADDITIONAL MAINTENANCE MECH COST (\$1.10/SF)			49,350			
<b>TOTAL COSTS</b>			<b>311,880</b>			

# RECREATION & PARKS



Turf Field, Lancaster Park

<b>Project Title</b> Child Care Facility	<b>Project Number</b> RP-2404	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project will provide a child-care facility for County Employees at the Governmental Center in Leonardtown, MD. Location of the daycare modular is proposed between the Chesapeake Building and the Leonard Hall Recreation Center near Miedzinski Park.		 <p>ST. MARY'S COUNTY RECREATION &amp; PARKS</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
SITE DEVELOPMENT PLAN	36,150		36,150						
SITE DEVELOPMENT	221,485		221,485						
MODULAR BUILDING	692,930		692,930						
UTILITIES	91,650		91,650						
TOWN EDU	22,000		22,000						
COMMUNICATION INFRASTRUCTURE	46,250		46,250						
FACILITY CONTINGENCY (40%)	425,690		425,690						
PLAYGROUND	225,000		225,000						
FURNITURE & EQUIPMENT	118,000		118,000						
<b>TOTAL COSTS</b>	<b>1,879,155</b>		<b>1,879,155</b>						


**Funding Schedule**

BONDS									
TRANSFER TAXES									
PAY-GO	1,879,155		1,879,155						
STATE FUNDS									
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>1,879,155</b>		<b>1,879,155</b>						

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Dog Parks	<b>Project Number</b> RP2405	<b>Classification</b> Recreation and Parks
<b>Project Description</b> To design and construct three (3) dog parks to be located at 5th District, 7th District and Dorsey Parks. The Dog parks are envisioned to include, ADA accessibility, a pavilion, picnic tables, benches, water and dog play equipment.		 <p data-bbox="805 730 1523 846"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2 Create new and enhanced facility to provide recreational opportunities while preserving environmental, aesthetic and cultural quality.                 </p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
CONSTRUCTION	475,000		475,000						
<b>TOTAL COSTS</b>	<b>475,000</b>		<b>475,000</b>						

**Funding Schedule**

BONDS									
TRANSFER TAXES									
PAY-GO	47,500		47,500						
STATE FUNDS	427,500		427,500						
FEDERAL FUNDS									
<b>TOTAL FUNDS</b>	<b>475,000</b>		<b>475,000</b>						

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Elms Beach Park Improvements	<b>Project Number</b> RP-1601	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project addresses needed facility improvements at Elms Beach Park. This is the County's most heavily used waterfront park and is sometimes closed to additional visitors when overcrowding occurs on summer weekends and holidays. The master plan recommendations for the park includes: upgrade facilities that are at the end of their life cycle; optimize and delineate parking; improve access to the Chesapeake Bay; install new playground; improve the park entry and provide for crowd control; provide ADA accessible paths to facilities; provide a composting toilet system; a well for drinking water; and provide gathering spaces for individuals and families. Funding in FY2016 was used to develop the park master plan, design and engineering in FY2024 and construction in spring of FY2025.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5
<b>Discussion of Operating Budget Impact</b> \$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
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	200,000	200,000							
LAND ACQUISITION									
CONSTRUCTION	2,014,912	2,014,912							
DEMOLITION									
INSPECTION/PROJ. MGMT	25,000	25,000							
UTILITIES	25,000	25,000							
EQUIPMENT	435,000		435,000						
OTHER-Master Plan	54,074	54,074							
<b>TOTAL COSTS</b>	<b>2,753,986</b>	<b>2,318,986</b>	<b>435,000</b>						

**Funding Schedule**

	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	Balance to Complete
BONDS									
TRANSFER TAXES	233,457	233,457							
PAY-GO	2,520,529	2,085,529	435,000						
EXCISE TAX - PARKS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,753,986</b>	<b>2,318,986</b>	<b>435,000</b>						

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS		12,600				
CONTRACTED SERVICES		1,000				
SUPPLIES & MATERIALS		1,400				
UTILITIES		1,200				
<b>TOTAL COSTS</b>		<b>16,200</b>				

<b>Project Title</b> Gymnastics Center	<b>Project Number</b> RP-2305	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project is for the purchase of 15,000 - 22,000 sf gymnastics facility and renovation of space. The facility is envisioned to have team and recreational spaces, participant and public restrooms, viewing areas and special event rental space. \$100,000 in ARPA funding available for Information Technology costs (not included in project).		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2 D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic and cultural quality.
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
CONSTRUCTION	300,000	300,000							
EQUIPMENT	32,000	32,000							
INFORMATION TECHNOLOGY COST									
ACQUISITION	4,630,000	4,270,000	360,000						
ARCHITECT/ENGINEERING									
<b>TOTAL COSTS</b>	<b>4,962,000</b>	<b>4,602,000</b>	<b>360,000</b>						

**Funding Schedule**

BONDS	367,966	367,966							
PAY-GO	4,594,034	4,234,034	360,000						
EXCISE TAX - PARKS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>4,962,000</b>	<b>4,602,000</b>	<b>360,000</b>						

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Myrtle Point Park	<b>Project Number</b> RP-2005	<b>Classification</b> Recreation and Parks
<b>Project Description</b> The 192-acre property on the Patuxent River was acquired for a county park in January 1997 and has been open for public use for hiking, picnicking, nature study and other passive uses since that time. The Commissioners of St. Mary's County adopted a park master plan in October 2005 that formally established Myrtle Point as a nature park. Park facilities and amenities presented in the master plan include a canoe and kayak launch, picnic areas, trails, restrooms, environmental boardwalks, parking, and shoreline access. A total of \$400,000 for design and engineering planned for FY2024 and park construction to be determined.		
<b>Discussion of Operating Budget Impact</b> Operating impacts include grass cutting.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	400,000	275,000	125,000						
CONSTRUCTION	3,000,000								3,000,000
<b>TOTAL COSTS</b>	<b>3,400,000</b>	<b>275,000</b>	<b>125,000</b>						<b>3,000,000</b>

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	Balance to Complete
BONDS	3,000,000									3,000,000
TRANSFER TAXES	275,000	275,000								
PAY-GO	125,000		125,000							
EXCISE TAX - PARKS										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>3,400,000</b>	<b>275,000</b>	<b>125,000</b>							<b>3,000,000</b>

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
GRASS & GROUNDS		15,000				
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>		<b>15,000</b>				



<b>Project Title</b> Park Land and Facility Acquisition	<b>Project Number</b> RP-2204	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Utilizing Local Program Open Space (POS) funds, this project enables property acquisition for County parks, public landings, and recreation facilities. Several potential acquisition projects are included in both 2012 and 2017 Land Preservation, Parks, and Recreation Plans adopted by the Commissioners of St. Mary's County. Those projects include land for expanded parking at Wicomico Shores Public Landing; Patuxent River Waterfront Park and Public Landing; park land acquisition in Lexington Park; central and lower Patuxent Public Landing; trail related acquisitions; museum related acquisitions; and land acquisition for an indoor recreation center. FY2023 - Potential purchase of land in Phase VII of the Three Notch Trail.		 <p data-bbox="805 730 1520 842"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5                 </p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING									
LAND ACQUISITION	2,191,624	1,111,624	180,000	180,000	180,000	180,000	180,000	180,000	180,000
<b>TOTAL COSTS</b>	<b>2,191,624</b>	<b>1,111,624</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>

**Funding Schedule**

BONDS									
TRANSFER TAXES									
PAY-GO									
EXCISE TAX - PARKS									
STATE FUNDS	2,191,624	1,111,624	180,000	180,000	180,000	180,000	180,000	180,000	180,000
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>2,191,624</b>	<b>1,111,624</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>	<b>180,000</b>

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Park Planning Grant	<b>Project Number</b> RP-2102	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project is to update the 2027 Land Preservation, Parks and Recreation Plan which serves at the County's five year Recreation and Parks Master Plan. A parkland planning consulting firm will be hired to work with county staff, the Recreation and Parks Advisory Board and the public to develop the Plan which is then presented to the Planning Commission for review and the Commissioners of St. Mary's County for adoption.		 <p data-bbox="800 720 1529 856"><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.D Create new and enhanced facilities to provide recreational opportunities while representing environmental, aesthetic, and cultural quality. P.10-5</p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
Inspection Consultants	250,000	100,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>TOTAL COSTS</b>	<b>250,000</b>	<b>100,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

**Funding Schedule**

BONDS									
TRANSFER TAXES									
PAY-GO									
EXCISE TAX - PARKS									
STATE FUNDS	250,000	100,000	25,000	25,000	25,000	25,000	25,000	25,000	
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>250,000</b>	<b>100,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
FURNITURE & EQUIPMENT						
SUPPLIES & MATERIALS						
UTILITIES						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Rec Facility & Parks Improvements	<b>Project Number</b> RP-2403	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project addresses capital improvements at existing recreation facilities and parks. FY2024 Projects include: PLAYGROUNDS: Cardinal Gibbons (\$250,000); ADA TRANSITION PLAN: Lancaster Park & Cardinal Gibbons (\$200,000); ASPHALT OVERLAY: Three Notch Trail (\$150,00); RECREATION FACILITY UPGRADES: Stage removal at Margaret Brent Recreation Center & Painting of Leonard Hall Recreation Center; PARKING LOTS LANCASTER (\$100,000); SKATE PARKS--New Chaptico Park Skate Park, Nicolet Skate Park (\$850,00) ATHLETIC FIELD LIGHTS RETROFIT (\$450,00) WICOMICO - Golf Course Improvements (\$50,000)		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2 D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P.10-5
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029		
Park Lights	600,000						200,000	200,000	200,000	
Court Improvements	350,000			50,000	50,000	100,000	100,000	100,000	50,000	
Playgrounds	2,350,000		250,000	700,000	700,000				700,000	
ADA Transition Plan	900,000		100,000	100,000	100,000	200,000	200,000	200,000	200,000	
Asphalt Overlay	1,050,000		150,000	200,000	200,000	200,000	200,000	200,000	100,000	
Recreation Facility Upgrades	1,100,000		100,000	150,000	150,000	300,000	300,000	300,000	100,000	
Wicomico Shores	800,000		50,000	150,000	150,000	150,000	150,000	150,000	150,000	
Chaptico Park & Nicolet Skate Parks - \$400,000 State Funding	850,000		850,000							
Athletic Field Fencing	850,000			200,000	200,000	200,000	200,000	200,000	50,000	
Parking Lots	1,000,000		100,000	100,000	100,000	300,000	300,000	300,000	100,000	
Retrofit Field Athletic Lights	450,000		450,000							
Park Improvements POS	600,000		600,000							
<b>TOTAL COSTS</b>	<b>10,900,000</b>		<b>2,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	

**Funding Schedule**

BONDS	7,045,235		1,650,000	1,079,047	1,079,047	1,079,047	1,079,047	1,079,047	
PAY-GO									
EXCISE TAX - PARKS	2,854,765			570,953	570,953	570,953	570,953	570,953	
STATE FUNDS	1,000,000		1,000,000						
<b>TOTAL FUNDS</b>	<b>10,900,000</b>		<b>2,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Shannon Farm Property	<b>Project Number</b> RP-1905	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Design and construct a community park in the Lexington Park area. The proposed park is envisioned to provide additional passive recreational and waterfront activities such as walking, hiking trails, kayaking, canoeing, fishing, sailing, educational and cultural activities and horseback riding on approximately 212-acre property with beach access to the Chesapeake Bay. Funding for a master plan was allocated in FY2019. Funding for design and engineering was approved in FY2020. FY2022- Master Planning is completed and under review. Architect and Engineering are in process. 65% concept plans showed a significant increase in cost due to the steep slope in the first ¼ of mile of the trail connecting the parking lot to the beach. To maximize compliance with the American with Disabilities Act, the design was updated to include a bridge over the steepest area and a trail slope of no more than 5%. (Additional 1,500,000) FY2024 includes the addition of upgrades to the boardwalk to allow for heavy vehicle use and additional funding due to the relocation of the trail to avoid lands designated by the Navy as wetlands, associated surveys and additional boardwalks needed. Due to significant shore erosion FY2026 includes the addition of prevention measures including a living shoreline and breakwaters project.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	292,966	292,966							
LAND ACQUISITION									
CONSTRUCTION	3,897,554	43,000	2,314,554		1,540,000				
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT- Picnic Tables, etc.									
OTHER- Master Plan	75,000	75,000							
<b>TOTAL COSTS</b>	<b>4,265,520</b>	<b>410,966</b>	<b>2,314,554</b>		<b>1,540,000</b>				

**Funding Schedule**

BONDS	2,058,522		518,522		1,540,000				
TRANSFER TAXES									
PAY-GO	1,636,045	410,966	1,225,079						
EXCISE TAX - PARKS	570,953		570,953						
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>4,265,520</b>	<b>410,966</b>	<b>2,314,554</b>		<b>1,540,000</b>				

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Snow Hill Park	<b>Project Number</b> RP-1901	<b>Classification</b> Recreation and Parks
<p><b>Project Description</b> Design and construct a new waterfront park. The Park is envisioned to include, but not limited to hiking and nature trails, forested/conservation areas and nature interpretation, fishing, canoeing, and kayaking, motorized boat ramp and pier, picnic areas, playground, flexible use practice athletic fields, parking, and restrooms. Historic, environmental and archeological studies and the Park Master Plan have been completed. Planning and architect and engineering for the boat ramp and kayak launch are currently under development. Funding for construction in FY2022 and FY2023. Phase 2 of construction is in FY2026 for Playground, Nature Center, Boardwalk, Living Shoreline and Beach Expansion (\$1,000,000.) Environmental studies and Department of Natural Resource suggested pervious surfacing options be used in all parking areas at an increase of (\$271,405), and additional traffic studies were conducted that increased the project expenses (\$15,000)</p>		
		<p><b>Compliance With Comprehensive Plan Section</b> 10.2.2.D Create new and enhanced parks &amp; rec. facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality P.10-5</p>
<p><b>Discussion of Operating Budget Impact</b></p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	575,000	575,000							
CONSTRUCTION	5,656,405	4,370,000	286,405		1,000,000				
DEMOLITION									
INSPECTION/PROJECT MANAGEMENT	100,000	100,000							
EQUIPMENT AND FURNITURE	30,000	30,000							
<b>TOTAL COSTS</b>	<b>6,361,405</b>	<b>5,075,000</b>	<b>286,405</b>		<b>1,000,000</b>				


**Funding Schedule**

BONDS	3,665,000	2,665,000			1,000,000				
TRANSFER TAXES									
IMPACT FEES	460,000	460,000							
PAY-GO	1,236,405	950,000	286,405						
STATE FUNDS	1,000,000	1,000,000							
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>6,361,405</b>	<b>5,075,000</b>	<b>286,405</b>		<b>1,000,000</b>				

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
SUPPLIES AND MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Three Notch Trail - Phase Eight	<b>Project Number</b> RP-2104	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Phase Eight: MD 245 Hollywood Road to Friendship School Road. This project continues development of the Three Notch Trail (TNT), a 10 ft. wide multi-use trail on the former railroad right-of-way. Funding requested in FY2021 will enable design and engineering of Phase Eight, a four and one-half mile section from MD 245 Hollywood Road to Friendship School Road. Funding for A&E is requested for FY2024 and construction will be requested in 2026. 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.		
<b>Compliance With Comprehensive Plan Section</b> 11.5.3.A Provide expanded pedestrian and bicycle recreational and transportation opportunities. P. 11-10		
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	350,000	350,000							
LAND ACQUISITION									
DEMOLITION									
INSPECTION/PROJ. MGMT	90,000				90,000				
UTILITIES									
EQUIPMENT									
OTHER: SIGNAGE/LANDSCAPING	60,000				60,000				
CONSTRUCTION	4,950,000				4,950,000				
<b>TOTAL COSTS</b>	<b>5,450,000</b>	<b>350,000</b>			<b>5,100,000</b>				

**Funding Schedule**

BONDS	1,020,000				1,020,000				
TRANSFER TAXES									
PAY-GO	350,000	350,000							
EXCISE TAX - PARKS									
STATE FUNDS									
FEDERAL FUNDS	4,080,000				4,080,000				
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>5,450,000</b>	<b>350,000</b>			<b>5,100,000</b>				

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> YMCA Great Mills	<b>Project Number</b> RP-2004	<b>Classification</b> Recreation and Parks
<b>Project Description</b> This project would construct a multiple use Recreation Center. The facility may include a gymnasium, fitness center, multiple group exercise studios, 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 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. A feasibility study was conducted Fall 2020. The YMCA Site Committee provided a conceptual design to St. Mary's County Commissioners in November 2021 and the Great Mills Property was chosen as the most desired location. Presentation March 1, 2022 includes pool and latest estimate.		 <p data-bbox="805 730 1520 842"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.D Create new and enhanced parks &amp; rec facilities that link existing parks and communities to provide expanded rec opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ENGINEERING/SURVEY	1,106,000	1,106,000							
LAND ACQUISITION									
CONSTRUCTION/SITWORK	19,200,000			19,200,000					
CONSTRUCTION MANAGEMENT	200,000			200,000					
FURNITURE & EQUIPMENT	200,000			200,000					
OTHER	1,400,000			1,400,000					
<b>TOTAL COSTS</b>	<b>22,106,000</b>	<b>1,106,000</b>		<b>21,000,000</b>					

**Funding Schedule**

BONDS	15,460,000	460,000		15,000,000					
TRANSFER TAXES									
EXCISE TAX - PARKS									
PAY-GO	646,000	646,000							
STATE FUNDS									
FEDERAL FUNDS	2,000,000			2,000,000					
OTHER SOURCES	4,000,000			4,000,000					
<b>TOTAL FUNDS</b>	<b>22,106,000</b>	<b>1,106,000</b>		<b>21,000,000</b>					

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						


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# PUBLIC LANDINGS



WICOMICO SHORES PUBLIC LANDING



<b>Project Title</b> St. Inigoes Boating Facility	<b>Project Number</b> PL2101	<b>Classification</b> Recreation and Parks
<b>Project Description</b> Funding for the St. Inigoes boat ramp finger piers, wing wall, dredging and ramp replacement project. Replacement of decking on two finger piers, side boards on boat ramp side of wing walls, extension of the right wing wall and replacement of concrete boat ramp pad. Dredging of boat ramp area, removing approximately 240 Cubic Yards. A&E, Project Management, Dredging, Finger piers and wing walls and Concrete Pad.		
<b>Compliance With Comprehensive Plan Section</b> 10.2.2D Create new and Enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic and cultural quality. P 10-5		
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2024	FY2025	FY2026	FY2027	FY2028	
Architecture Design	250,000	250,000							
Construction	230,000		230,000						
Project Management	20,000		20,000						
<b>TOTAL COSTS</b>	<b>500,000</b>	<b>250,000</b>	<b>250,000</b>						

**Funding Schedule**

BONDS									
TRANSFER TAXES									
EXCISE TAX									
PAY-GO									
STATE FUNDS	500,000	250,000	250,000						
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>500,000</b>	<b>250,000</b>	<b>250,000</b>						


**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						

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# ST. MARY'S COUNTY PUBLIC SCHOOLS




<b>Project Title</b> Aging Schools Program	<b>Project Number</b> PS-2106	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for the local design funds for the State Aging Schools Program which is approved in the spring of each year.		
<b>Discussion of Operating Budget Impact</b>		
<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P 10-3		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	63,000	56,000	7,000						
LAND ACQUISITION									
CONSTRUCTION	467,272	417,000	50,272						
DEMOLITION									
INSPECTION/PROJ MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>530,272</b>	<b>473,000</b>	<b>57,272</b>						

Funding Schedule									
BONDS									
TRANSFER TAXES	35,000	28,000	7,000						
PAY-GO	28,000	28,000							
EXCISE TAX - SCHOOLS									
STATE FUNDS	467,272	417,000	50,272						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>530,272</b>	<b>473,000</b>	<b>57,272</b>						

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Benjamin Banneker Elementary School Roof Pre-Design Study	<b>Project Number</b> PS-2801	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the CMP, the roof replacement projects are reviewed. This future State project will replace approximately 36,000 square feet of the existing roof that was last replaced in 1998. This Pre-Design study will review the whole roof to determine if any additional work needs to be included in the future project. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement. Local funds are being requested in FY 2028 for completion of a study to assist with project scope development in advance of the project.		 <p style="text-align: right;"><b>Photo 13</b></p> <b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	40,000						40,000		
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>40,000</b>						<b>40,000</b>		

Funding Schedule									
BONDS									
TRANSFER TAXES	40,000						40,000		
PAY-GO									
EXCISE TAX - SCHOOLS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>40,000</b>						<b>40,000</b>		

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Building Infrastructure - Critical	<b>Project Number</b> PS-1804	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This program provides funds for major replacement, deferred maintenance and repair projects, system upgrades, and critical maintenance and repairs to critical building components to include: air handlers, chillers, cooling towers, fire alarms, oil tanks, water feeds, well pumps, and fields/grounds. FY 2024: LMDES Well Pump Replacement \$65,000, GMHS Chiller \$200,000, GHES Lift Station \$30,000, Fields/Grounds \$200,000, LHS Generator \$275,000, Virtual Academy Rooftop Unit \$28,000, Mercury Floor Abatement Study (DES, GHES, GKES) \$60,000 FY 2025: Generators: HES \$126,000, EMS \$60,000, Fields/Grounds \$200,000 FY 2026: BBES ECC Fuel Tank \$160,000, Fields/Grounds \$200,000 FY 2027: WMES Electric Panel/Generator \$170,000, BBES Generator \$126,000, LHS Elevator Upgrade \$160,000, DSS Control Panel \$36,000, HVAC Control Refurbishment: BBES, EES, \$225,000, GMHS Scoreboard \$47,000, Fields/Grounds \$200,000 FY 2028: LPES, DJAFCTC, and MBMS Emergency Generators \$531,000 (\$50,000, \$206,000, & \$275,000), GMHS Water Heaters \$156,000, & Fields/Grounds \$200,000 FY 2029: Virtual Academy Roof \$490,000 & DSS Emergency Generator \$250,000		 <p data-bbox="797 730 1529 814"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	185,000	95,000	15,000	15,000	15,000	15,000	15,000	15,000	
LAND ACQUISITION									
CONSTRUCTION	9,405,650	5,300,650	843,000	371,000	345,000	949,000	872,000	725,000	
DEMOLITION									
INSPECTION / PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER -CONTINGENCY									
<b>TOTAL COSTS</b>	<b>9,590,650</b>	<b>5,395,650</b>	<b>858,000</b>	<b>386,000</b>	<b>360,000</b>	<b>964,000</b>	<b>887,000</b>	<b>740,000</b>	

**Funding Schedule**

BONDS	7,234,016	3,897,016		386,000	360,000	964,000	887,000	740,000	
TRANSFER TAXES	2,195,355	1,337,355	858,000						
PAY-GO	70,000	70,000							
IMPACT FEES - SCHOOLS	91,279	91,279							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>9,590,650</b>	<b>5,395,650</b>	<b>858,000</b>	<b>386,000</b>	<b>360,000</b>	<b>964,000</b>	<b>887,000</b>	<b>740,000</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Building Infrastructure - Programmatic	<b>Project Number</b> PS-1805	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This program provides funds for programmatic construction and repairs of projects identified in the Comprehensive Maintenance Plan for Educational Facilities for life cycle replacement, to include: site paving, playgrounds, and flooring. Anticipated projects typically require minimal design services. FY 2024: BBES, LES, MBMS Flooring \$126,000 (\$38,000, \$38,000, \$50,000) BBES, GHES, LPES Paving/Sealcoating \$354,000 (\$47,000, \$190,000, \$117,000) FY 2025: RES, DJAFCTC Paving/Sealcoating \$760,000 (\$128,000, \$632,000), CHS Locker Room Plumbing \$15,000 FY 2026: BBES ECC (tile & flooring), EES, DJAFCTC, VA Flooring \$280,000 (\$67,000, \$114,000, \$38,000, \$61,000), VA, Central Office, MBMS Paving/Sealcoating \$491,000 (\$110,000, \$77,000, \$304,000), GKES & WMES Fire Alarm \$114,000 (\$69,000, \$45,000) FY 2027: OES, LMS Carpet \$84,000 (\$16,000, \$68,000), OES Fire Alarm \$130,000, LHS Paving \$500,000, Skylight Replacement: BBES, DSS, LPES, OES, PHES \$175,000 FY 2028: DSS Paving \$81,000, TCES, OES, WMES Flooring & ACM \$129,000 (\$49,000, \$42,000, \$38,000), DJAFCTC, BBES, GKES, PHES Exterior Caulking & Repointing \$233,000 (\$100,000, \$46,000, \$42,000, \$45,000), EES Green Roof Replacement \$125,000 FY 2029: EES, TCES Playground Equipment \$467,000 (\$247,000, \$220,000), EES, PHES Fire Alarm \$190,000 (\$86,000, \$104,000), EES Sealcoating \$160,000		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	176,000	116,000	10,000	10,000	10,000	10,000	10,000	10,000	
LAND ACQUISITION									
CONSTRUCTION	10,430,000	6,076,000	470,000	765,000	875,000	879,000	558,000	807,000	
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
OTHER- CONTINGENCY									
<b>TOTAL COSTS</b>	<b>10,606,000</b>	<b>6,192,000</b>	<b>480,000</b>	<b>775,000</b>	<b>885,000</b>	<b>889,000</b>	<b>568,000</b>	<b>817,000</b>	

**Funding Schedule**

BONDS	6,209,311	2,798,211	252,100		885,000	889,000	568,000	817,000	
TRANSFER TAXES	3,863,689	2,860,789	227,900	775,000					
EXCISE TAX									
PAY-GO	533,000	533,000							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>10,606,000</b>	<b>6,192,000</b>	<b>480,000</b>	<b>775,000</b>	<b>885,000</b>	<b>889,000</b>	<b>568,000</b>	<b>817,000</b>	

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Chillers/Controls	<b>Project Number</b> PS-2401	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is being requested to replace the central cooling plant at Benjamin Banneker, Lexington Park, Mechanicsville, and White Marsh Elementary Schools, and to refurbish the HVAC controls within each unitary device connected to the chiller water system. The project is for the replacement of an air cooled chiller and HVAC control devices as well as controllers on the portions of the HVAC system not being replaced at this time. This project is required to extend the life of the HVAC system due to deferral of the full HVAC renovation, which will be outside of this six-year capital plan due to funding. The projects break down as follows: BBES - 155 tonnage last replaced in 2002 for a total cost of \$561,690 with a local share of \$259,278; LPES - 100 tonnage last replaced in 2003 for a total cost of \$405,270 with a local share of \$187,074; MES - 50 tonnage last replaced in 2002 for a total cost of \$272,550 with a local share of \$125,810; and WMES - 80 tonnage last replaced in 2002 for a total cost of \$343,650 with a local share of \$158,630.		
<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	133,000		133,000						
LAND ACQUISITION									
CONSTRUCTION	1,367,828		1,367,828						
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER - CONTINGENCY	114,000		114,000						
<b>TOTAL COSTS</b>	<b>1,614,828</b>		<b>1,614,828</b>						

**Funding Schedule**

BONDS									
TRANSFER TAXES	731,000		731,000						
PAY-GO									
EXCISE TAX - SCHOOLS									
STATE FUNDS	883,828		883,828						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>1,614,828</b>		<b>1,614,828</b>						

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Chopticon High School - Modified Limited Renovation	<b>Project Number</b> PS-2203	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> Based on the findings of the pre-design study this project has changed from an HVAC renovation to a limited renovation and will be the Built to Learn Act project. Staff has reviewed the costs in terms of total cost of ownership as well as funding availability and is proceeding with a modified limited renovation rather than replacement. The project will include the following: exterior painting, exterior building repairs, replacement of windows, replacement of metal doors, regrading and drainage improvements, replacement of the roof with a 4-ply asphalt and fiberglass felt built up roof including reinforcement and new dunnage framing to support new HVAC equipment, interior painting, replacement of ceiling grid, replacement of fixtures and meeting ADA compliance in locker rooms and restrooms, (HVAC) replacement of heating plant including three boilers and pumps, replacement of piping distribution system, replacement of air distribution systems, replacement of automatic temperature control system, replacement of domestic water heaters, replacement of plumbing fixtures including science labs, replacement of electrical power distribution switchboards, replacement of fluorescent lighting fixtures with LED fixtures and installation of new lighting controls, upgrade of telecommunications cabling, upgrade of PA system, refurbishment of fire protection system, identification and abatement of hazardous materials, and renovation of science classrooms per previous science classroom study.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	5,936,000	125,000	2,870,000	722,000	2,219,000				
LAND ACQUISITION									
CONSTRUCTION	67,356,000				22,600,000	32,143,000	12,613,000		
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000				10,000				
UTILITIES	15,000				15,000				
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>73,317,000</b>	<b>125,000</b>	<b>2,870,000</b>	<b>722,000</b>	<b>24,844,000</b>	<b>32,143,000</b>	<b>12,613,000</b>		


**Funding Schedule**

BONDS	26,933,533	125,000			3,481,511	15,501,511	7,825,511		
TRANSFER TAXES	1,870,000		1,870,000						
PAY-GO									
EXCISE TAX - SCHOOLS	4,924,467				1,641,489	1,641,489	1,641,489		
STATE FUNDS	39,589,000		1,000,000	722,000	19,721,000	15,000,000	3,146,000		
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>73,317,000</b>	<b>125,000</b>	<b>2,870,000</b>	<b>722,000</b>	<b>24,844,000</b>	<b>32,143,000</b>	<b>12,613,000</b>		

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
OTHER						
Utilities						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Dr. James A. Forrest Career & Technology Center Video Studio Renovation	<b>Project Number</b> PS-2701	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> 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 1516 863"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
				FY2024	FY2025	FY2026	FY2027	FY2028		FY2029
ARCHITECT/ENGINEERING	85,000						25,000		60,000	
LAND ACQUISITION										
CONSTRUCTION	250,000									250,000
DEMOLITION										
INSPECTION/PROJ. MGMT										
UTILITIES										
EQUIPMENT										
OTHER										
<b>TOTAL COSTS</b>	<b>335,000</b>						<b>25,000</b>		<b>60,000</b>	<b>250,000</b>

Funding Schedule										
BONDS	250,000									250,000
TRANSFER TAXES	85,000						25,000		60,000	
EXCISE TAX - SCHOOLS										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>335,000</b>						<b>25,000</b>		<b>60,000</b>	<b>250,000</b>


Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Esperanza Middle School - Chiller/Controls	<b>Project Number</b> PS-2803	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is being requested to replace the central cooling plant at Esperanza Middle School, and to refurbish the HVAC controls within each unitary device connected to the chiller system. This project is the replacement of an air cooled chiller rated at 350 tonnage which was installed in 2000. This project will replace the HVAC control devices and controllers on the portions of the HVAC system not being replaced at this time.		 <p data-bbox="805 730 1520 810"><b>Compliance With Comprehensive Plan Section</b>                  10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	97,000						97,000		
LAND ACQUISITION									
CONSTRUCTION	969,000						969,000		
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER - CONTINGENCY	82,000						82,000		
<b>TOTAL COSTS</b>	<b>1,148,000</b>						<b>1,148,000</b>		

Funding Schedule										
BONDS	530,000							530,000		
TRANSFER TAXES										
PAY-GO										
EXCISE TAX - SCHOOLS										
STATE FUNDS	618,000							618,000		
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>1,148,000</b>							<b>1,148,000</b>		


Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Great Mills High School - Partial Roof Replacement	<b>Project Number</b> PS-2103	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the Comprehensive Maintenance Plan for Educational Facilities, the roof replacement projects are reviewed. This project will replace approximately 125,652 square feet of existing bituminous roof that is 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. A study and partial design were completed in advance of the project with local funds allocated in FY 2021.		 <p data-bbox="805 743 1513 873"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2024	FY2025	FY2026	FY2027	FY2028	
ARCHITECT/ENGINEERING	683,000	478,000	205,000						
LAND ACQUISITION									
CONSTRUCTION	7,378,000	1,039,000	6,339,000						
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000	10,000							
UTILITIES	15,000	15,000							
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>8,086,000</b>	<b>1,542,000</b>	<b>6,544,000</b>						

Funding Schedule									
BONDS	3,691,000	1,500,000	2,191,000						
TRANSFER TAXES	42,000	42,000							
EXCISE TAX - SCHOOLS									
PAY-GO									
STATE FUNDS	4,353,000		4,353,000						
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>8,086,000</b>	<b>1,542,000</b>	<b>6,544,000</b>						

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
SUPPLIES & MATERIALS						
PERSONAL SERVICES COSTS						
UTILITIES						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Green Holly Elementary School - Roof/HVAC Systemic Renovation	<b>Project Number</b> PS-2301	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> 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 in FY 2019/FY 2020 and completed in 2021. 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.		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	1,338,000	59,000	1,087,000	192,000					
LAND ACQUISITION									
CONSTRUCTION	14,709,000		1,314,000	13,395,000					
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000			10,000					
UTILITIES	15,000			15,000					
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>16,072,000</b>	<b>59,000</b>	<b>2,401,000</b>	<b>13,612,000</b>					


**Funding Schedule**

BONDS	5,374,000		1,250,000	4,124,000					
TRANSFER TAXES	2,160,000	59,000	1,151,000	950,000					
EXCISE TAX - SCHOOLS									
PAY-GO									
STATE FUNDS	8,538,000			8,538,000					
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>16,072,000</b>	<b>59,000</b>	<b>2,401,000</b>	<b>13,612,000</b>					

**Operating Impacts**

	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
OTHER						
<b>TOTAL COSTS</b>						




<b>Project Title</b> Leonardtown High School - HVAC Systemic Renovation	<b>Project Number</b> PS-2702	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for the replacement of the HVAC system for the building, last updated in 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 data-bbox="805 751 1516 863"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
				FY2024	FY2025	FY2026	FY2027	FY2028		FY2029
ARCHITECT/ENGINEERING	2,116,000						75,000		1,633,000	408,000
LAND ACQUISITION										
CONSTRUCTION	22,148,000								2,115,000	20,033,000
DEMOLITION										
INSPECTION/PROJ. MGMT	10,000								10,000	
UTILITIES	15,000								15,000	
EQUIPMENT										
OTHER										
<b>TOTAL COSTS</b>	<b>24,289,000</b>						<b>75,000</b>		<b>3,773,000</b>	<b>20,441,000</b>

Funding Schedule										
BONDS	11,190,000								2,423,000	8,767,000
TRANSFER TAXES	75,000					75,000				
EXCISE TAX - SCHOOLS										
PAY-GO										
STATE FUNDS	13,024,000								1,350,000	11,674,000
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>24,289,000</b>						<b>75,000</b>		<b>3,773,000</b>	<b>20,441,000</b>

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Lettie Marshall Dent Elementary School - Limited Renovation	<b>Project Number</b> PS-2101	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project will replace the HVAC system, installed in 1992 at the time of the addition. The project will also replace the roof of the 1992 addition (19,210 sf), which is original and will be 31 years old at the time of replacement. Additional work includes lighting & communication system upgrades (phone, security, fire alarm, communication) as well as installation of a transfer switch to allow for large roll-off generators to power essential portions of the building. The project also includes replacement of the existing underground fuel & water tanks. This limited renovation will include the required building system & educational program enhancements. Maintenance monitors the HVAC system & roof and provides repairs on an as-needed basis, pending the replacement. A study and partial design were completed in advance of the project with local funds allocated in FY 2021 resulting in recommendations to: replace existing wall base & flooring throughout, interior painting & repointing of walls as needed, replace all existing ACT ceiling with grid & acoustic ceiling tiles, patch & repaint all hard ceilings, replace all classroom casework, replace all chalkboards with magnetic white boards, install new tackboards, remove 1980's vision glass and replace with safety glass, complete code analysis on interior doors, complete modifications to restrooms & drinking fountains for ADA compliance, provide for a security entry vestibule, reconfigure health room to meet current standards, and relocation of the art kiln.		 <p data-bbox="805 758 1521 877"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	1,855,000	711,000	1,144,000						
LAND ACQUISITION									
CONSTRUCTION	20,555,000	1,780,000	9,947,837	8,827,163					
DEMOLITION									
INSPECTION/PROJ.MGMT.	10,000	10,000							
UTILITIES	15,000	15,000							
EQUIPMENT	500,000	250,000		250,000					
<b>TOTAL COSTS</b>	<b>22,935,000</b>	<b>2,766,000</b>	<b>11,091,837</b>	<b>9,077,163</b>					

**Funding Schedule**

BONDS	6,477,000	2,766,000	3,711,000						
TRANSFER TAXES	2,434,511		1,351,000	1,083,511					
PAY-GO									
EXCISE TAX - SCHOOLS	1,641,489			1,641,489					
STATE FUNDS	12,382,000		6,029,837	6,352,163					
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>22,935,000</b>	<b>2,766,000</b>	<b>11,091,837</b>	<b>9,077,163</b>					

**Operating Impacts**


	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Lexington Park Elementary School - Roof/HVAC Systemic Renovation	<b>Project Number</b> PS-2601	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project will replace approximately 39,965 square feet of the existing roof, which was last replaced in 1999 and which will be 29 years old at the time of this project. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement. This project will also replace the existing HVAC system which was last replaced in 2003, which will be 25 years old at the time of this project. Local funds are being requested in FY 2026 for completion of a study to assist with project scope development in advance of the project.		
		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2024	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	489,000				40,000		359,000	90,000	
LAND ACQUISITION									
CONSTRUCTION	11,353,000						4,996,000	6,357,000	
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000						10,000		
UTILITIES	15,000						15,000		
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>11,867,000</b>				<b>40,000</b>		<b>5,380,000</b>	<b>6,447,000</b>	

Funding Schedule									
BONDS	3,954,511						2,548,000	1,406,511	
TRANSFER TAXES	40,000				40,000				
PAY-GO									
EXCISE TAX - SCHOOLS	1,641,489							1,641,489	
STATE FUNDS	6,231,000						2,832,000	3,399,000	
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>11,867,000</b>				<b>40,000</b>		<b>5,380,000</b>	<b>6,447,000</b>	

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						


<b>Project Title</b> Piney Point Elementary School - HVAC Systemic Renovation	<b>Project Number</b> PS-2201	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project will replace the HVAC system which was installed in 1993 and is currently 29 years old. Based on age the heating plant equipment (oil pumps, boilers, flues, dual temperature and boiler pumps, boiler room piping insulation) will all be replaced and upgraded with direct digital controls to meet current county standards and state of Maryland Energy code requirements. The piping distribution outside of the boiler room will be reused. All runouts to various terminal units will be replaced. The chiller will be replaced with a primary constant flow chilled water pump to maintain a variable flow distribution system. Single zone packaged cooling variable rooftop units will be utilized and be provided with dehumidification control. Existing air distribution systems will be cleaned and reused to the extent possible. All exterior ductwork mounted on the roof will be replaced. Split systems and unit ventilators will be replaced. A study and partial design were completed in advance of the project with local funds allocated in FY 2022.		
<b>Discussion of Operating Budget Impact</b>		<b>Compliance With Comprehensive Plan Section</b> 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	5-Year Capital Plan					Balance to Complete
			Budget FY2024	FY2025	FY2026	FY2027	FY2028	
ARCHITECT/ENGINEERING	494,000	494,000						
LAND ACQUISITION								
CONSTRUCTION	10,708,860	47,000	4,379,518	6,282,342				
DEMOLITION								
INSPECTION/PROJ. MGMT	10,000		10,000					
UTILITIES	15,000		15,000					
EQUIPMENT								
OTHER								
<b>TOTAL COSTS</b>	<b>11,227,860</b>	<b>541,000</b>	<b>4,404,518</b>	<b>6,282,342</b>				

Funding Schedule								
BONDS	2,498,000			2,498,000				
TRANSFER TAXES	245,000	40,000		205,000				
PAY-GO	859,511	501,000	358,511					
EXCISE TAX - SCHOOLS	1,641,489		1,641,489					
STATE FUNDS	5,983,860		2,404,518	3,579,342				
FEDERAL FUNDS								
OTHER SOURCES								
<b>TOTAL FUNDS</b>	<b>11,227,860</b>	<b>541,000</b>	<b>4,404,518</b>	<b>6,282,342</b>				

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES AND MATERIALS						
OTHER						
<b>TOTAL COSTS</b>						



<b>Project Title</b> Relocatables for Various Sites	<b>Project Number</b> PS-1403	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> Based on current and projected enrollment, this project is to provide relocatable classrooms to meet the capacity needs at various locations. The current and projected enrollments are evaluated, both in the fall and the spring, to identify which schools will need relocatables for the following year. Based on the availability of funding in July of each year, relocatables relocated and/or purchased during the summer will not be available for use at the opening of school in August of each year due to the amount of time necessary for construction. This project provides for the relocation of several relocatables or the purchase of two (2) double classroom units annually in FY 2024 - FY 2025, as determined in the spring of each year, based on actual and projected enrollment. The intention of the school system is to design and place units so that they are available for August of each year, which requires design funding to be funded a year prior to installation.		 <p data-bbox="805 730 1520 814"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	260,000	216,000	22,000	22,000					
CONSTRUCTION	3,248,329	2,590,329	329,000	329,000					
DEMOLITION									
INSPECTION/ PROJ. MGMT	80,000	65,000	7,500	7,500					
UTILITIES	130,000	105,000	12,500	12,500					
EQUIPMENT	112,000	84,000	14,000	14,000					
OTHER									
<b>TOTAL COSTS</b>	<b>3,830,329</b>	<b>3,060,329</b>	<b>385,000</b>	<b>385,000</b>					

**Funding Schedule**

	Total Project	Prior Approval	Budget	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	Balance to Complete
BONDS										
TRANSFER TAXES	2,290,329	1,905,329			385,000					
IMPACT FEES	1,155,000	1,155,000								
PAY-GO	385,000		385,000							
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>3,830,329</b>	<b>3,060,329</b>	<b>385,000</b>	<b>385,000</b>						

**Operating Impacts**


	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Ridge Elementary School - Roof/HVAC Systemic Renovation	<b>Project Number</b> PS-2602	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> This project is for the replacement of the HVAC system for the building, last updated in 2001 and the roof, last updated in 1998. At the time of completion of the project, the HVAC system will be 27 years old. This project includes the replacement of the central cooling plant (50 tonnage rating) and the refurbishment of the HVAC controls within each unitary device connected to the chiller water system. This includes the replacement of an air cooled chiller and HVAC control devices on all portions of the HVAC system. Maintenance monitors the system and provides repairs on an as-needed basis, pending the replacement. This project will replace 32,537 square feet of existing bituminous roof. The roof was last replaced in 1998 and will be 30 years old at the time of 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 1516 863"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2024	FY2025	FY2026	FY2027	FY2028	FY2029		
ARCHITECT/ENGINEERING	648,000					40,000		486,000	122,000	
LAND ACQUISITION										
CONSTRUCTION	6,548,000							2,817,000	3,731,000	
DEMOLITION										
INSPECTION/PROJ. MGMT	10,000							10,000		
UTILITIES	15,000							15,000		
EQUIPMENT										
OTHER										
<b>TOTAL COSTS</b>	<b>7,221,000</b>					<b>40,000</b>		<b>3,328,000</b>	<b>3,853,000</b>	

Funding Schedule										
BONDS	3,561,000							975,000	2,586,000	
TRANSFER TAXES	40,000					40,000				
EXCISE TAX - SCHOOLS										
PAY-GO										
STATE FUNDS	3,620,000							2,353,000	1,267,000	
FEDERAL FUNDS										
OTHER SOURCES										
<b>TOTAL FUNDS</b>	<b>7,221,000</b>					<b>40,000</b>		<b>3,328,000</b>	<b>3,853,000</b>	

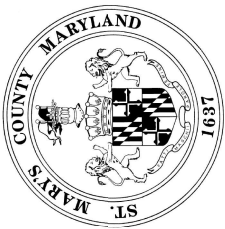
Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						

<b>Project Title</b> Town Creek Elementary School - Roof Pre-Design Study	<b>Project Number</b> PS-2802	<b>Classification</b> St. Mary's County Public Schools
<b>Project Description</b> As part of the annual review and update of the Comprehensive Maintenance Plan, the roof replacement projects are reviewed. This future State project will replace approximately 35,498 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 2028 for completion of a study to assist with project scope development in advance of the project.		 <p data-bbox="805 751 1516 863"> <b>Compliance With Comprehensive Plan Section</b>                      10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3                 </p>
<b>Discussion of Operating Budget Impact</b>		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2024	FY2025	FY2026	FY2027	FY2028	
ARCHITECT/ENGINEERING	40,000							40,000	
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
<b>TOTAL COSTS</b>	<b>40,000</b>							<b>40,000</b>	

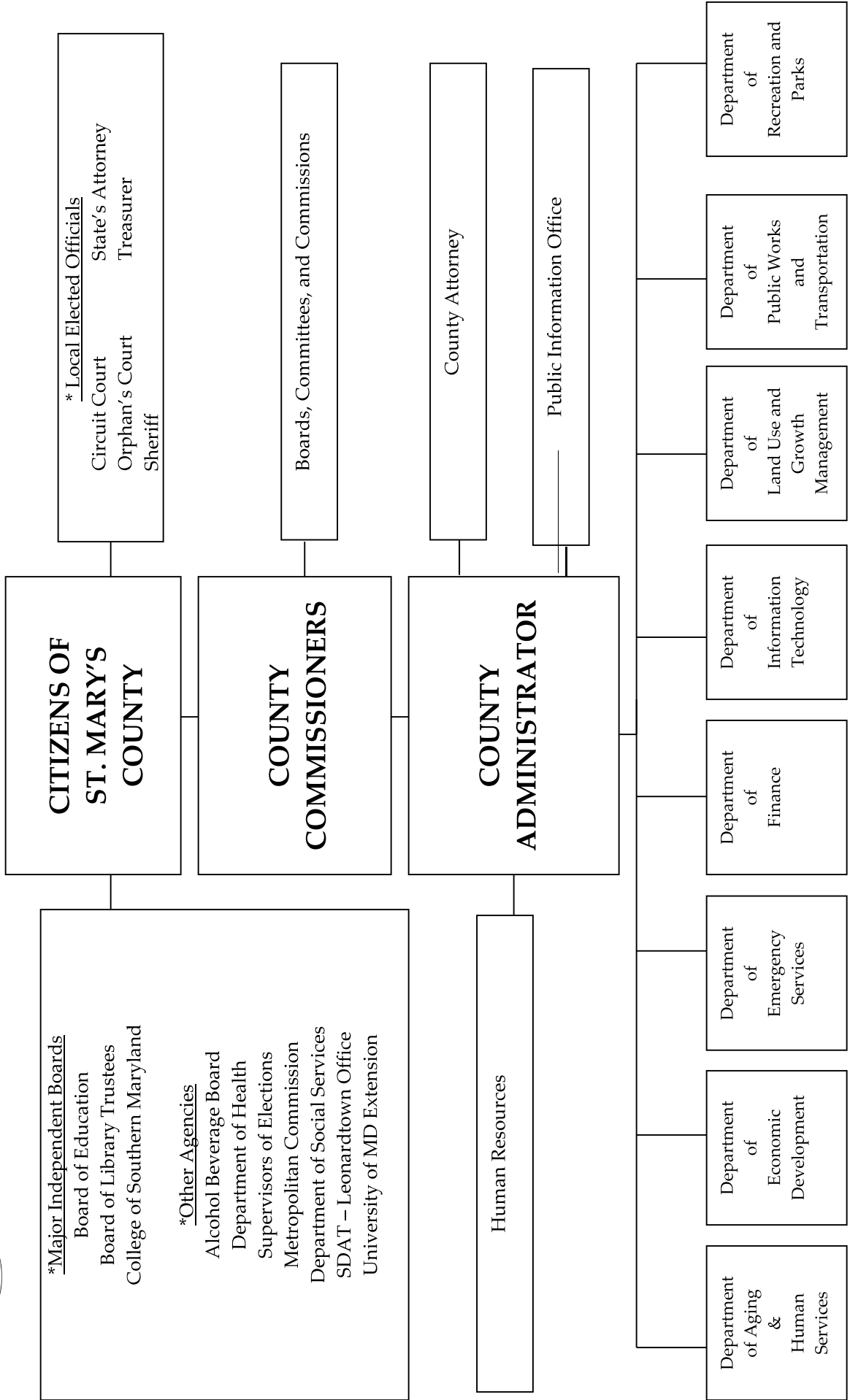
Funding Schedule									
BONDS									
TRANSFER TAXES	40,000						40,000		
PAY-GO									
IMPACT FEES - SCHOOLS									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
<b>TOTAL FUNDS</b>	<b>40,000</b>						<b>40,000</b>		

Operating Impacts	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
<b>TOTAL COSTS</b>						



# ST. MARY'S COUNTY GOVERNMENT

## Organizational Chart



\* County Commissioners have funding responsibility only

**CHANGES IN POSITIONS FOR COUNTY DEPARTMENTS and ELECTED OFFICIALS ~ FY2024  
BUDGET**

INCREASE / - (DECREASE)		POSITION DESCRIPTION	GRADE
<b><u>County Departments</u></b>			
<b>Aging</b>			
1.00	New	Deputy Director	C11
1.00	Convert	Fiscal Specialist IV	C06
		Reduce Hourly Fiscal Specialist	
1.00	Convert	Outreach Specialist	C05
		Reduce Hourly Outreach Specialist	
1.00	New	MAP Coordinator	C06
<b>County Attorney</b>			
0.50	Convert	RPT Legal Assistant II - RPT to Full Time	C05
<b>Emergency Services</b>			
1.00	New	Communications Manager	C10
2.00	New	Animal Control Care Attendant	C05
1.00	New	Fiscal Specialist IV Animal Shelter	C06
18.00	New	Emergency Medical Technicians - Emergency Billing Fund	C05
1.00	New	Fiscal Specialist IV Emergency Billing Fund	C06
<b>Human Resources</b>			
0.75	Convert	RPT Human Resources Assistant (30 hours per week)	C04
		Reduce Hourly Human Resources Assistant	
<b>Information Technology</b>			
1.00	New	Cyber Information Security Officer	C11
<b>Public Works and Transportation</b>			
2.00	New	Maintenance Mechanic	C04
1.00	New	Transportation Specialist (Grant)	C06
<b>Recreation and Parks</b>			
1.00	New	Parks Manager	C09
<b><u>Elected Officials</u></b>			
<b>Circuit Court</b>			
1.00	Convert	Coordinator II (Hourly to Full Time) (Grant)	C07
		Reduce Hourly Coordinator II	
<b>Sheriff's Office</b>			
<i>LAW</i>			
1.00	Convert	Community Health Nurse (Grant to County Funded)	C11
(1.00)		Reduce American Rescue Grant	
1.00	New	Chief Financial and Administrative Officer	C11
1.00	Convert	Digital Evidence Manager (Hourly to Full Time)	C07
		Remove Digital Manager Hourly	
5.00	New	Station Clerks - Delay hiring until October and November 2023	C04
1.00	New	Crime Lab Technician - Delay hiring until October 2023	C08
		Eligible DFC Promotional Ranks (6)	
		Eligible Corporal Promotional Rank (9)	
		Eligible Sergeant Promotional Ranks (1)	
<i>CORRECTIONS</i>			
		Eligible Correctional Officer First Class Promotional Ranks (5)	
		Eligible Corporal Promotional Ranks (3)	
<b>States Attorney's Office</b>			
1.00	New	Assistant States Attorney II	SA2
<b>Treasurer</b>			
1.00	Convert	Fiscal Specialist IV	C06
		Reduction of temporary hourly positions	
<b>44.25</b>		<b>TOTAL</b>	



## AUTHORIZED COUNTY GOVERNMENT POSITIONS SUMMARY

STAFFING SUMMARY	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
Commissioners of St. Mary's County	6.75	6.75	6.75	6.75	6.75
County Administrator	6.00	7.00	7.00	7.00	7.00
Aging & Human Services	32.50	33.50	33.50	37.50	37.50
County Attorney	8.00	8.50	8.50	9.00	9.00
Economic Development	9.00	9.00	9.00	10.00	9.00
Emergency Services	77.50	110.50	111.50	134.50	134.50
Finance	18.00	19.00	19.00	19.00	19.00
Human Resource	7.75	8.75	8.75	9.50	9.50
Information Technology	22.00	24.00	24.00	25.00	25.00
Land Use & Growth Management	30.00	30.00	30.00	30.00	30.00
Public Works and Transportation	154.00	168.60	168.40	172.40	171.40
Recreation & Parks	40.00	40.00	41.00	43.00	42.00
Circuit Court	16.00	17.00	17.00	18.00	18.00
Orphans Court	3.00	3.00	3.00	3.00	3.00
Sheriff	365.00	370.00	373.00	382.00	381.00
States Attorney	44.00	46.00	51.75	58.75	52.75
Treasurer	5.00	5.00	5.00	6.00	6.00
Social Services	2.00	2.00	2.00	2.00	2.00
Alcohol Beverage Office	2.25	2.25	2.25	2.25	2.25
Administrative Charging Committee	0.00	4.00	4.00	4.00	4.00
Alcohol Beverage Board	5.00	5.00	5.00	5.00	5.00
Board of Appeals	6.00	6.00	6.00	6.00	6.00
Board of Elections	5.00	5.00	5.00	5.00	5.00
Planning Commission	8.00	8.00	8.00	8.00	8.00
Police Accountability Board	0.00	9.00	9.00	9.00	9.00
<b>TOTAL COUNTY GOVERNMENT</b>	<b>872.75</b>	<b>947.85</b>	<b>958.40</b>	<b>1,012.65</b>	<b>1,002.65</b>

**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	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>COUNTY COMMISSIONERS</b>							
Commissioner	E		5.00	5.00	5.00		5.00
Administrative Assistant to CSMC	M	C08	1.00	1.00	1.00		1.00
Senior Administrative Coordinator - RPT	M	C05	0.75	0.75	0.75		0.75
<b>TOTAL</b>			<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>0.00</b>	<b>6.75</b>
<b>COUNTY ADMINISTRATOR</b>							
County Administrator	C	AE	1.00	1.00	1.00		1.00
Deputy County Administrator	C	AE	0.00	1.00	1.00		1.00
Communications Director	C	AE	1.00	1.00	1.00		1.00
Admin. Asst. to the County Administrator	M	C08	1.00	1.00	1.00		1.00
Communications Coordinator	M	C06	1.00	1.00	1.00		1.00
Admin. Coordinator	M	C04	1.00	1.00	1.00		1.00
Video Media Producer	M	C04	1.00	1.00	1.00		1.00
<b>TOTAL</b>			<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>7.00</b>
<b>AGING &amp; HUMAN SERVICES</b>							
<b>Administrative/Grants</b>							
Director	C		1.00	1.00	1.00		1.00
Deputy Director	M	C11	0.00	0.00	0.00	1.00	1.00
Manager, Division of Operations	M	C10	1.00	1.00	1.00		1.00
Manager, Home & Community Services	M	C10	1.00	1.00	1.00		1.00
Project Manager	G	C09	1.00	1.00	1.00		1.00
Operations Manager	M	C08	3.00	3.00	3.00		3.00
Program Manager	G	C08	2.00	1.00	1.00		1.00
MAP I & A Division Manager	M	C08	0.00	1.00	1.00		1.00
Manager I	M	C09	1.00	1.00	1.00		1.00
Program Coordinator	M/G	C07	3.00	3.00	3.00		3.00
Case Worker	G	C06	1.00	1.00	1.00		1.00
Coordinator I	M	C06	1.00	1.00	1.00		1.00
Fiscal Specialist IV	M/G	C06	1.00	1.00	1.00	1.00	2.00
MAP I & A Caseworker	M	C06	2.00	2.00	2.00		2.00
MAP I & A Coordinator	M	C06	0.00	0.00	0.00	1.00	1.00
Data Base Specialist	M	C05	1.00	1.00	1.00		1.00
Program Specialist	M	C05	3.00	3.00	3.00		3.00
Outreach Specialist	M	C05	0.00	0.00	0.00	1.00	1.00
Administrative Coordinator	M	C04	1.00	1.00	1.00		1.00
Senior Office Specialist	M	C03	0.00	1.00	1.00		1.00
Food Service Tech - RPT	M/G	C03	3.00	3.00	3.00		3.00
Food Transporter - RPT	M	C03	0.50	0.50	0.50		0.50
Senior Office Specialist	M/G	C03	2.00	2.00	2.00		2.00
<b>Human Services</b>							
Manager II	M	C10	1.00	1.00	1.00		1.00
Coordinator III	M/G	C08	1.00	1.00	1.00		1.00
Coordinator II	M	C07	1.00	1.00	1.00		1.00
Coordinator I	M	C06	1.00	1.00	1.00		1.00
<b>TOTAL</b>			<b>32.50</b>	<b>33.50</b>	<b>33.50</b>	<b>4.00</b>	<b>37.50</b>

**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
<b>POSITION</b>		<b>Level</b>	<b>FY2022 Adjusted</b>	<b>FY2023 Approved</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
<b>COUNTY ATTORNEY</b>							
County Attorney	C		1.00	1.00	1.00		1.00
Deputy County Attorney	M	C12	1.00	1.00	1.00		1.00
Assistant County Attorney	M	C11	1.00	1.00	1.00		1.00
Paralegal	M	C09	2.00	2.00	2.00		2.00
Risk Manager	M	C09	1.00	1.00	1.00		1.00
Coordinator II	M	C07	1.00	1.00	1.00		1.00
Senior Office Specialist	M	C03	1.00	1.00	1.00		1.00
Legal Assistant II	M	C05	0.00	0.50	0.50	0.50	1.00
<b>TOTAL</b>			<b>8.00</b>	<b>8.50</b>	<b>8.50</b>	<b>0.50</b>	<b>9.00</b>
<b>POLICE ACCOUNTABILITY BOARD</b>							
Chairman	A	0.00	0.00	1.00	1.00		1.00
Member	A	0.00	0.00	8.00	8.00		8.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>9.00</b>	<b>0.00</b>	<b>9.00</b>
<b>ADMINISTRATIVE CHARGING COMMITTEE</b>							
Chairman	A	0.00	0.00	1.00	1.00		1.00
Member	A	0.00	0.00	3.00	3.00		3.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>4.00</b>
<b>ECONOMIC DEVELOPMENT</b>							
Director	C		1.00	1.00	1.00		1.00
Deputy Director	M	C11	1.00	1.00	1.00		1.00
Manager II	M	C10	1.00	1.00	1.00		1.00
Planner IV	M	C09	1.00	1.00	1.00		1.00
Economic Development Specialist	M	C09	2.00	2.00	2.00	1.00	2.00
Development Facilitator	M	C08	1.00	1.00	1.00		1.00
Sr. Administrative Coordinator	M	C05	2.00	2.00	2.00		2.00
<b>TOTAL</b>			<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>1.00</b>	<b>9.00</b>



**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	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>EMERGENCY SERVICES</b>							
<b>Emergency Communications</b>							
Director	C		1.00	1.00	1.00		1.00
Deputy Director, Emergency Services	M	C11	0.00	0.00	2.00		2.00
Jurisdictional Medical Director - RPT	C	AE	0.50	0.50	0.50		0.50
Communications Manager	M	C10	1.00	1.00	0.00	1.00	1.00
Administrative Manager	M	C10	1.00	1.00	1.00		1.00
Assistant Communications Manager	M	C10	0.00	0.00	1.00		1.00
Accreditation Manager	M	C08	1.00	1.00	0.00		0.00
Public Safety Dispatch Supervisor	M	C08	4.00	4.00	4.00		4.00
Support Services Coordinator	M	C08	1.00	1.00	1.00		1.00
Public Safety Dispatch Supervisor/ QA	M	C08	0.00	1.00	0.00		0.00
Public Safety Dispatch Asst. Supervisor	M	C07	4.00	4.00	4.00		4.00
Communications - CAD Technician	M	C07	1.00	1.00	1.00		1.00
Quality Assurance Lieutenant	M	C07	0.00	1.00	0.00		0.00
Assistant Training & Recruitment Coordinator	M	C07	0.00	0.00	1.00		1.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00		1.00
Public Safety Dispatch II	M	C06	11.00	11.00	11.00		11.00
Public Safety Dispatch I	M	C05	9.00	9.00	9.00		9.00
Recruitment & Retention Coordinator	M	C07	1.00	1.00	1.00		1.00
<b>Emergency Radio Communications</b>							
Radio System Manager	M	C09	1.00	1.00	1.00		1.00
Radio Frequency Technician I	M	C06	2.00	3.00	3.00		3.00
<b>Emergency Management</b>							
Chief, EMS Career Operations	M	C10	1.00	1.00	1.00		1.00
Emergency Management Manager I	M	C10	1.00	1.00	1.00		1.00
Emergency Prep Plan Coordinator	G	C08	1.00	0.00	0.00		0.00
Emergency Management Specialist	M	C08	0.00	1.00	1.00		1.00
Emergency Services Coordinator	M	C08	1.00	1.00	1.00		1.00
Manager I - Fiscal	M	C09	1.00	1.00	1.00		1.00
Admin. Coordinator	M	C04	0.50	1.00	1.00		1.00
<b>Emergency Medical Services</b>							
Assistant EMS Chief	M	C09	0.00	0.00	1.00		1.00
Paramedic Supervisor - Emergency Billing Fund	R	C08	4.00	4.00	4.00		4.00
Paramedic - Emergency Billing Fund	R	C07	0.00	8.00	8.00		8.00
Fiscal Specialist IV - Emergency Billing Fund	R	C06	1.00	1.00	1.00	1.00	2.00
EMT's - Emergency Billing Fund	R	C05	20.00	30.00	30.00	18.00	48.00
Admin Coordinator - Emergency Billing Fund	R	C04	1.00	1.00	1.00		1.00
<b>Animal Services</b>							
Division Manager - Animal Shelter	C	AE	1.00	1.00	1.00		1.00
Supervisor III - Animal Control Officer	M	C08	1.00	1.00	1.00		1.00
Operations Supervisor - Animal Shelter	M	C07	0.00	1.00	1.00		1.00
Fiscal Specialist IV - Animal Shelter	M	C06	0.00	0.00	0.00	1.00	1.00
Animal Control Officer	M	C06	4.00	4.00	4.00		4.00
Health Attendant - Animal Shelter	M	C06	0.00	4.00	4.00		4.00
Care Attendant - Animal Shelter	M	C05	0.00	4.00	4.00	2.00	6.00
Admin. Coordinator	M	C04	0.50	1.00	1.00		1.00
Adoption Coordinator - Animal Shelter	M	C04	0.00	1.00	1.00		1.00
Volunteer Coordinator - Animal Control	M	C04	0.00	1.00	1.00		1.00
<b>TOTAL</b>			<b>77.50</b>	<b>110.50</b>	<b>111.50</b>	<b>23.00</b>	<b>134.50</b>

## AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.								
		M	A			G		
		C	R	R	E			
		Contract	Revenue	Revenue	Elected			
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved	
<b>FINANCE DEPARTMENT</b>								
Chief Financial Officer	C		1.00	1.00	1.00		1.00	
Deputy Director, Finance	M	C12	1.00	1.00	1.00		1.00	
Procurement Manager	M	C12	1.00	1.00	1.00		1.00	
Accounting Officer	M	C11	1.00	1.00	1.00		1.00	
Budget Analyst	M	C10	3.00	3.00	3.00		3.00	
Senior Accountant	M	C09	1.00	1.00	1.00		1.00	
Senior Buyer	M	C08	1.00	1.00	1.00		1.00	
Buyer	M	C07	1.00	1.00	1.00		1.00	
Accountant	M	C07	1.00	1.00	1.00		1.00	
Coordinator II	M	C07	1.00	1.00	1.00		1.00	
Fiscal Specialist IV - Payroll	M	C06	2.00	2.00	2.00		2.00	
Fiscal Specialist IV	M	C06	2.00	4.00	4.00		4.00	
Fiscal Specialist III	M	C05	1.00	0.00	0.00		0.00	
Administrative Coordinator	M	C04	1.00	1.00	1.00		1.00	
<b>TOTAL</b>			<b>18.00</b>	<b>19.00</b>	<b>19.00</b>	<b>0.00</b>	<b>19.00</b>	
<b>HUMAN RESOURCES</b>								
Director	C		1.00	1.00	1.00		1.00	
Deputy Director, Human Resources	M	C11	1.00	1.00	1.00		1.00	
Benefits Administrator	M	C09	1.00	1.00	1.00		1.00	
ADA/FMLA Coordinator	M	C07	1.00	1.00	1.00		1.00	
Wellness & Safety Officer - RPT	M	C07	0.75	0.75	0.75		0.75	
Senior HR Coordinator	M	C07	1.00	1.00	1.00		1.00	
Senior HR Specialist	M	C06	2.00	2.00	2.00		2.00	
Senior Administrative Coordinator	M	C05	0.00	1.00	1.00		1.00	
Human Resources Assistant RPT	M	C04	0.00	0.00	0.00	0.75	0.75	
<b>TOTAL</b>			<b>7.75</b>	<b>8.75</b>	<b>8.75</b>	<b>0.75</b>	<b>9.50</b>	

## AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.									
		M	A			G			
		C	R	E			E		
		Contract	Revenue	Elected			Grant		
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved		
<b>INFORMATION TECHNOLOGY</b>									
Chief Information Officer	C		1.00	1.00	1.00		1.00		
Deputy Director, Technology	M	C13	1.00	1.00	1.00		1.00		
Cyber Information Security Officer	M	C11	0.00	0.00	0.00	1.00	1.00		
Systems Analyst	M	C11	1.00	1.00	1.00		1.00		
GIS Supervisor	M	C11	1.00	1.00	1.00		1.00		
WAN Administrator	M	C11	1.00	2.00	2.00		2.00		
Sr. Software Design & Developer	M	C11	1.00	1.00	1.00		1.00		
Cyber Security Analyst	M	C11	0.00	1.00	1.00		1.00		
Senior Programmer Analyst	M	C11	1.00	1.00	1.00		1.00		
AS/400 Programmer Analyst	M	C09	1.00	1.00	1.00		1.00		
Lead Technician - PC	M	C09	1.00	1.00	1.00		1.00		
Programmer / Analyst	M	C09	1.00	1.00	1.00		1.00		
PC Technician II	M	C08	2.00	2.00	4.00		4.00		
Webmaster	M	C08	1.00	1.00	1.00		1.00		
GIS Analyst	M	C09	1.00	1.00	1.00		1.00		
Archives Manager	M	C07	1.00	1.00	1.00		1.00		
Help Desk Tech	M	C07	3.00	3.00	1.00		1.00		
Fiscal Specialist IV	M	C06	1.00	1.00	1.00		1.00		
GIS/CADD Operator	M	C06	1.00	1.00	1.00		1.00		
Addressing Technician	M	C04	1.00	1.00	1.00		1.00		
GIS Technician	M	C03	1.00	1.00	1.00		1.00		
<b>TOTAL</b>			<b>22.00</b>	<b>24.00</b>	<b>24.00</b>	<b>1.00</b>	<b>25.00</b>		

**AUTHORIZED COUNTY GOVERNMENT POSITIONS**

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
		M	A	G			
		Merit	Appointed	Grant			
		C	R	E	Elected		
		Contract	Revenue				
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>LAND USE &amp; GROWTH MANAGEMENT</b>							
Director	C		1.00	1.00	1.00		1.00
Deputy Director	M	C11	1.00	1.00	1.00		1.00
Office Manager I	M	C08	1.00	1.00	1.00		1.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00		1.00
Inspections Coordinator	M	C05	1.00	1.00	1.00		1.00
Senior Administrative Coordinator	M	C05	1.00	1.00	1.00		1.00
Administrative Coordinator	M	C04	1.00	1.00	1.00		1.00
Sr. Office Specialist	M	C03	1.00	1.00	1.00		1.00
<b>Comprehensive Planning</b>							
Senior Planner	M	C10	1.00	1.00	1.00		1.00
Planner III	M	C08	2.00	2.00	2.00		2.00
MPO Planner	M	C05	1.00	1.00	1.00		1.00
<b>Development Services</b>							
Planner IV - Supervisor	M	C09	1.00	1.00	1.00		1.00
Planner III	M	C08	1.00	1.00	1.00		1.00
Planner II	M	C07	1.00	1.00	1.00		1.00
Administrative Coordinator	M	C04	1.00	1.00	1.00		1.00
<b>Permits</b>							
Permits Manager	M	C09	1.00	1.00	1.00		1.00
Planner II Stormwater Management	M	C07	1.00	0.00	0.00		0.00
Planner III Stormwater Management	M	C08	0.00	1.00	1.00		1.00
Permits Specialist II	M	C05	1.00	1.00	1.00		1.00
Permits Specialist I	M	C04	2.00	2.00	2.00		2.00
<b>Inspections &amp; Compliance</b>							
Zoning Compliance Supervisor	M	C08	1.00	1.00	1.00		1.00
Inspector III	M	C07	4.00	4.00	4.00		4.00
<b>Zoning</b>							
Planner IV	M	C09	1.00	1.00	1.00		1.00
Planner III	M	C08	1.00	1.00	1.00		1.00
Planner II	M	C07	1.00	1.00	1.00		1.00
Sr. Planning Specialist	M	C05	1.00	1.00	1.00		1.00
<b>TOTAL</b>			<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>0.00</b>	<b>30.00</b>
<b>PLANNING COMMISSION</b>							
Chairman	A		1.00	1.00	1.00		1.00
Member	A		7.00	7.00	7.00		7.00
<b>TOTAL</b>			<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>
<b>BOARD OF APPEALS</b>							
Chairman	A		1.00	1.00	1.00		1.00
Member	A		5.00	5.00	5.00		5.00
<b>TOTAL</b>			<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>6.00</b>

**AUTHORIZED COUNTY GOVERNMENT POSITIONS**

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
		M	A	G			
		Merit	Appointed	Grant			
		C	R	E	Elected		
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>PUBLIC WORKS &amp; TRANSPORTATION</b>							
Director	C		1.00	1.00	1.00		1.00
Assistant Director	M	C13	0.00	1.00	1.00		1.00
Manager II - Fiscal	M	C10	1.00	1.00	1.00		1.00
Coordinator I	M	C06	1.00	1.00	1.00		1.00
<b>Project Management</b>							
Deputy Director	M	C12	2.00	2.00	2.00		2.00
Engineer II	M	C10	1.00	1.00	1.00		1.00
Project Manager III	M	C10	3.00	3.00	3.00		3.00
Project Manager III - RPT	M	C10	0.00	0.00	0.80		0.80
Senior Engineer Technician	M	C08	1.00	1.00	0.00		0.00
GIS Asset Engineer	M	C07	0.00	1.00	1.00		1.00
<b>Development Review</b>							
Engineer III	M	C11	1.00	1.00	1.00		1.00
Engineer Technician	M	C07	1.00	1.00	1.00		1.00
Coordinator, Development Review	M	C06	1.00	1.00	1.00		1.00
<b>Construction &amp; Inspection</b>							
Manager II	M	C10	1.00	1.00	1.00		1.00
Lead Inspector	M	C08	1.00	1.00	1.00		1.00
Inspector III	M	C07	3.00	4.00	4.00	1.00	4.00
<b>County Highways</b>							
Manager II, Highway	M	C10	1.00	1.00	1.00		1.00
Manager I - DPWT	M	C09	1.00	1.00	1.00		1.00
Coordinator II	M	C07	1.00	1.00	1.00		1.00
Supervisor, Traffic & Permits	M	C07	1.00	1.00	1.00		1.00
Road Foreman	M	C06	5.00	5.00	5.00		5.00
Equipment Operator III	M	C05	5.00	5.00	5.00		5.00
Sign Maintenance Operator	M	C05	1.00	1.00	1.00		1.00
Equipment Operator II	M	C04	12.00	12.00	12.00		12.00
Equipment Operator I	M	C03	19.00	19.00	19.00		19.00
<b>Solid Waste &amp; Recycling</b>							
Manager, Solid Waste/Recycling	R	C09	1.00	1.00	1.00		1.00
Recycling Foreman	R	C07	1.00	1.00	1.00		1.00
Equipment Operator III	R	C05	4.00	4.00	4.00		4.00
Weighmaster	R	C03	2.00	2.00	2.00		2.00
Landfill Attendant - RPT	R	C01	7.00	7.00	7.00		7.00
<b>MS-4 Program</b>							
Senior Program Manager MS-4	M	C11	1.00	1.00	1.00		1.00
Project Manager	M	C09	1.00	1.00	1.00		1.00
Inspector III	M	C07	2.00	2.00	2.00		2.00
Program Manager - Stormwater Management	M	C09	0.00	1.00	1.00		1.00

**AUTHORIZED COUNTY GOVERNMENT POSITIONS**

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M	A			G		
	Merit	Appointed			Grant		
	C	R			E		
	Contract	Revenue			Elected		
<b>POSITION</b>		<b>Level</b>	<b>FY2022 Adjusted</b>	<b>FY2023 Approved</b>	<b>FY2023 Adjusted</b>	<b>FY2024 Request</b>	<b>FY2024 Approved</b>
<b>PUBLIC WORKS &amp; TRANSPORTATION continued:</b>							
<b>Airport</b>							
Airport Maintenance Tech	M	C04	0.00	1.00	1.00		1.00
<b>Transportation &amp; Non-Public School Bus</b>							
Deputy Director - Transportation Div.	M	C12	1.00	1.00	1.00		1.00
Supervisor III	M	C08	1.00	1.00	1.00		1.00
Fleet Services Coordinator	M	C07	1.00	1.00	1.00		1.00
Supervisor II	M	C07	2.00	2.00	2.00		2.00
Trans. Scheduler / Assistant Supervisor	G	C06	1.00	1.00	1.00		1.00
Fiscal Specialist IV (NO OPEB)	G	C06	1.00	1.00	1.00		1.00
Shop Foreman	M	C06	1.00	1.00	1.00		1.00
Trans. Spec. / Lead Dispatcher	G	C05	2.00	2.00	2.00		2.00
Equipment Mechanic II	M	C05	3.00	3.00	3.00		3.00
Inventory Control Specialist	M	C05	1.00	1.00	1.00		1.00
Equipment Mechanic I	M	C04	3.00	3.00	3.00		3.00
Mobile Equipment Mechanic	M	C04	1.00	1.00	1.00		1.00
Transportation Spec/Trainer	G	C04	0.00	0.00	0.00	1.00	1.00
Transportation Specialist	G	C04	2.00	2.00	2.00		2.00
Bus Driver	G	C03	20.00	26.60	26.60		26.60
<b>Mailroom</b>							
Mail Clerk	M	C03	2.00	2.00	2.00		2.00
<b>Building Services</b>							
Building Service Manager	M	C10	1.00	1.00	1.00		1.00
Supervisor II, Building Services	M	C07	2.00	2.00	2.00		2.00
Capital Projects Planner	M	C07	0.00	1.00	1.00		1.00
Coordinator I	M	C06	1.00	1.00	1.00		1.00
Lead Maintenance Mechanic	M	C05	8.00	8.00	8.00		8.00
Administrative Coordinator	M	C04	1.00	1.00	1.00		1.00
Building Maintenance III	M	C04	1.00	1.00	1.00		1.00
Maintenance Mechanic	M	C04	6.00	6.00	6.00	2.00	8.00
Building Maintenance II	M	C03	9.00	11.00	11.00		11.00
<b>TOTAL</b>			<b>154.00</b>	<b>168.60</b>	<b>168.40</b>	<b>4.00</b>	<b>171.40</b>

**AUTHORIZED COUNTY GOVERNMENT POSITIONS**

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
		M	A			G	
		Merit	Appointed			Grant	
		C	R			E	Elected
		Contract	Revenue				
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>RECREATION &amp; PARKS</b>							
Director	C		1.00	1.00	1.00		1.00
Deputy Director, R&P	M	C11	0.00	0.00	1.00		1.00
Manager II - Park Program	M	C10	1.00	1.00	1.00		1.00
Project Manager R&P Projects	M	C09	1.00	1.00	1.00		1.00
Coordinator III - R&P Admin	M	C08	1.00	1.00	1.00		1.00
Coordinator - Other - R&P	M	C08	0.00	0.00	0.00	1.00	0.00
Coordinator III R&P	M	C08	3.00	3.00	3.00		3.00
Therapeutic Recreation Coordinator	M	C08	1.00	1.00	1.00		1.00
Fiscal Specialist IV	M	C06	2.00	2.00	2.00		2.00
Senior Admin Coordinator	M	C05	1.00	1.00	1.00		1.00
Administrative Coordinator	M	C04	2.00	2.00	2.00		2.00
<b>Parks Maintenance</b>							
Manager II, Parks Maintenance	M	C10	1.00	1.00	1.00		1.00
Parks Manager	M	C09	0.00	0.00	0.00	1.00	1.00
Coordinator III - R&P Maintenance	M	C08	1.00	1.00	1.00		1.00
Supervisor III	M	C08	1.00	1.00	1.00		1.00
Maintenance Foreman	M	C06	2.00	2.00	2.00		2.00
Supervisor - R&P Maintenance	M	C06	1.00	1.00	1.00		1.00
Supervisor Shop - Parks Maintenance	M	C06	1.00	1.00	1.00		1.00
Administrative Coordinator	M	C04	1.00	0.00	0.00		0.00
Senior Admin Coordinator	M	C05	0.00	1.00	1.00		1.00
Maintenance Crew Chief	M	C04	1.00	1.00	1.00		1.00
Senior Groundskeeper	M	C03	7.00	7.00	7.00		7.00
<b>Museum</b>							
Museum Division Manager	M	C10	1.00	1.00	1.00		1.00
Supervisor - Museum	M	C07	2.00	2.00	2.00		2.00
Museum Specialist	M	C06	1.00	1.00	1.00		1.00
Museum Technician	M	C04	1.00	1.00	1.00		1.00
<b>Golf Course</b>							
Manager, Golf Course	C/R		1.00	1.00	1.00		1.00
Supervisor II - Golf Course	R	C07	1.00	1.00	1.00		1.00
Clubhouse Coordinator	R	C06	0.00	0.00	1.00		1.00
Food and Beverage Specialist	R	C06	1.00	1.00	0.00		0.00
Equipment Mechanic I	R	C04	1.00	1.00	1.00		1.00
Senior Groundskeeper	R	C03	2.00	2.00	2.00		2.00
<b>TOTAL</b>			<b>40.00</b>	<b>40.00</b>	<b>41.00</b>	<b>2.00</b>	<b>42.00</b>

**AUTHORIZED COUNTY GOVERNMENT POSITIONS**

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.								
		M	A			G		
		Merit	Appointed			Grant		
		C	R			E		
		Contract	Revenue			Elected		
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved	
<b>CIRCUIT COURT</b>								
Court Administrator	A	C09	1.00	1.00	1.00		1.00	
Case Manager II	A	C08	1.00	1.00	1.00		1.00	
Court Reporter	A	C08	1.00	1.00	1.00		1.00	
Drug Court Case Manager	G	AE22	1.00	1.00	1.00		1.00	
Coordinator II	G	AE23	1.00	1.00	1.00		1.00	
Judicial Admin. Asst. II	A	C07	1.00	1.00	1.00		1.00	
Coordinator II	M	C07	0.00	0.00	0.00	1.00	1.00	
Case Manager I	M	C06	1.00	2.00	2.00		2.00	
Judicial Admin. Asst. I	A	C06	1.00	1.00	1.00		1.00	
Judicial Admin. Asst. I / Law Clerk	A	C06	1.00	1.00	1.00		1.00	
Magistrates Admin. Asst.	A/G	C06	1.00	1.00	1.00		1.00	
Drug Court Case Coordinator No OPEB	G	AE21	1.00	1.00	1.00		1.00	
Judicial Grant Coord./Magistrate's Admin. Asst.	A	C06	1.00	1.00	1.00		1.00	
Bailiff	A		3.50	3.50	3.50		3.50	
Chief Bailiff	A		0.50	0.50	0.50		0.50	
<b>TOTAL</b>			<b>16.00</b>	<b>17.00</b>	<b>17.00</b>	<b>1.00</b>	<b>18.00</b>	
<b>ORPHAN'S COURT</b>								
Judge	E		3.00	3.00	3.00		3.00	
<b>TOTAL</b>			<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>3.00</b>	



**AUTHORIZED COUNTY GOVERNMENT POSITIONS**

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
		M	A	G			
		Merit	Appointed	Grant			
		C	R	E	Elected		
		Contract	Revenue				
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>SHERIFF'S DEPARTMENT</b>							
<b>Law Enforcement</b>							
Sheriff	E		1.00	1.00	1.00		1.00
<u>SWORN</u>							
Major	M	SL7	1.00	1.00	1.00		1.00
Captain	M	SL6	4.00	4.00	5.00		5.00
Lieutenant	M	SL5	9.00	9.00	9.00		9.00
Sergeant	M	SL4	17.00	17.00	17.00		17.00
Corporal	M/G	SL3	51.00	51.00	51.00		51.00
Deputy First Class	M/G	SL2	13.00	13.00	13.00		13.00
Deputy	M/C	SL1	62.00	62.00	62.00	1.00	62.00
<u>CIVILIAN</u>							
Chief of Staff	M	C11	1.00	1.00	0.00		0.00
Chief Financial and Administrative Officer	M	C11	0.00	0.00	0.00	1.00	1.00
Community Health Nurse	G	C11	1.00	1.00	1.00	(1.00)	0.00
Community Health Nurse	M	C11	0.00	0.00	0.00	1.00	1.00
Community Mental Health Liaison	G	C11	1.00	1.00	1.00		1.00
Human Resources Manager	M	C10	1.00	1.00	1.00		1.00
Manager-Clerical	M	C10	1.00	1.00	1.00		1.00
Public Information Officer	M	C10	1.00	1.00	1.00		1.00
Armorer/Training Instructor	M	C09	1.00	1.00	1.00		1.00
Chief Firearms Instructor	M	C09	0.00	1.00	1.00		1.00
Digital Forensics Examiner	M	C09	0.00	1.00	1.00		1.00
Supervisor IV - Crime Lab	M	C09	1.00	1.00	1.00		1.00
SO Fleet & Radio Communications Coord	M	C09	0.00	0.00	1.00		1.00
Accreditation Manager	M	C08	1.00	1.00	1.00		1.00
Administrative Assistant to the Sheriff	M	C08	1.00	1.00	1.00		1.00
Civilian Training Instructor	M	C08	1.00	1.00	1.00		1.00
Crime Analyst II	M	C08	0.00	1.00	2.00		2.00
Crime Lab Technician	M	C08	4.00	4.00	4.00	1.00	5.00
Systems Administrator	M	C08	1.00	1.00	1.00		1.00
Supervisor III - SO	M	C08	0.00	1.00	1.00		1.00
Supervisor III - SO Records Div	M	C08	0.00	1.00	1.00		1.00
Coordinator III	M	C08	1.00	1.00	1.00		1.00
Compliance Control Investigator	M	C07	1.00	1.00	1.00		1.00
Crime Analyst	M	C07	3.00	2.00	1.00		1.00
Investigator	M	C07	4.00	4.00	4.00		4.00
Law & Corrections Recruiter	M	C07	1.00	1.00	1.00		1.00
Police Services Coordinator	M	C07	1.00	1.00	1.00		1.00
Station Clerk Supervisor	M	C07	2.00	0.00	0.00		0.00
Training Coordinator	M	C07	1.00	1.00	1.00		1.00
Digital Evidence Manager	M	C07	0.00	0.00	0.00	1.00	1.00
Coordinator I	M	C06	0.00	1.00	1.00		1.00
Fiscal Specialist IV	M	C06	4.00	4.00	4.00		4.00
Heroin Coordinator	G	C06	1.00	1.00	1.00		1.00
Police Services Specialist	M	C06	1.00	1.00	1.00		1.00
Coordinator, Validation	M	C06	1.00	1.00	1.00		1.00

**AUTHORIZED COUNTY GOVERNMENT POSITIONS**

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M	A			G		
	Merit	Appointed			Grant		
	C	R			E		
	Contract	Revenue			Elected		
POSITION		Level	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>SHERIFF'S DEPARTMENT continued:</b>							
Law Enforcement Civilians continued:							
Property Specialist	M	C06	2.00	2.00	2.00		2.00
Automated Enforcement Tech.	M	C05	1.00	1.00	1.00		1.00
Investigative Detective	M	C05	1.00	1.00	0.00		0.00
Senior Administrative Coordinator	M	C05	2.00	3.00	3.00		3.00
Victim Rights Advocate	M	C05	0.00	1.00	1.00		1.00
Victim Witness Coordinator	M	C05	1.00	1.00	1.00		1.00
Fingerprinting Technician	M	C05	0.00	1.00	1.00		1.00
Senior Classification Specialist	M	C05	1.00	6.00	6.00		6.00
Human Resources Specialist	M	C05	0.00	1.00	1.00		1.00
Admin Coordinator	G/M	C04	4.00	2.00	2.00		2.00
Classification Coordinator	M	C04	5.00	0.00	0.00		0.00
Station Clerk III	M	C06	0.00	0.00	2.00		2.00
Station Clerk II	M	C05	1.00	1.00	1.00		1.00
Station Clerk	M	C04	9.00	9.00	7.00	5.00	12.00
<b>Corrections</b>							
<u>SWORN</u>							
Deputy Warden	M	D07	1.00	1.00	1.00		1.00
Captain	M	D06	3.00	3.00	3.00		3.00
Lieutenant	M	D05	5.00	5.00	5.00		5.00
Sergeant	M	D04	10.00	10.00	10.00		10.00
Corporal	M	D03	17.00	17.00	17.00		17.00
Correctional Officer First Class	M	D02	9.00	9.00	9.00		9.00
Correctional Officer	M	D01	56.00	56.00	56.00		56.00
<u>CIVILIAN</u>							
Detention and Rehabilitation Warden	M	C13	1.00	1.00	1.00		1.00
Support Services Administrator	M	C10	1.00	1.00	1.00		1.00
Offender Retry Case Manager	M	C09	1.00	1.00	1.00		1.00
Pre-Trial Service Case Manager	M	C09	1.00	1.00	1.00		1.00
Coordinator - Other - ADC	M	C08	1.00	1.00	1.00		1.00
Class Offender Re-Entry Case Manager	M	C08	1.00	1.00	1.00		1.00
Pre-Trial Case Coordinator II - Grant	G	C08	0.00	0.00	1.00		1.00
Pre-Trial Services Case Coordinator II	M	C08	1.00	1.00	1.00		1.00
Coordinator II	M	C07	1.00	1.00	1.00		1.00
Corrections Analyst - Civilian	M	C07	1.00	1.00	1.00		1.00
Pre-Trial Case Coordinator I	G	C06	0.00	0.00	1.00		1.00
Pre-Trial Case Coordinator	M	C06	1.00	1.00	1.00		1.00
Booking Specialist	M	C06	4.00	4.00	4.00		4.00
Civilian Corrections Security Specialist	M	C06	8.00	8.00	8.00		8.00
Sr. Administrative Coordinator	M	C05	7.00	7.00	7.00		7.00
Supply Coordinator	M	C05	1.00	1.00	1.00		1.00
<b>Court Security</b>							
Court Security Officer	M	C06	8.00	8.00	9.00		9.00
Central Security Rm Specialist	M	C06	0.00	0.00	0.00		0.00
Process Server	M	C03	4.00	4.00	4.00		4.00
<b>TOTAL</b>			<b>365.00</b>	<b>370.00</b>	<b>373.00</b>	<b>9.00</b>	<b>381.00</b>

**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	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>OFFICE OF STATE'S ATTORNEY</b>							
States Attorney	E		1.00	1.00	1.00		1.00
Deputy States Attorney	A	SA7	2.00	2.00	0.00	1.00	0.00
Senior Asst. States Attorney III	A	SA6	0.00	1.00	1.00		1.00
Senior Asst. States Attorney II	A	SA5	0.00	0.00	2.00		2.00
Chief of District Court	A	SA4	0.00	0.00	1.00		1.00
Chief of Circuit Court	A	SA4	0.00	0.00	1.00		1.00
Senior Asst. States Attorney I	A	SA4	3.00	2.00	1.00	1.00	1.00
Asst. States Attorney III	A	SA3	4.00	4.00	1.00		1.00
Asst. States Attorney II	A	SA2	1.00	1.00	3.00	1.00	4.00
Asst. States Attorney I	A	SA1	2.00	2.00	4.00		4.00
Community Outreach	M	C11	0.00	0.00	1.00		1.00
Operations Manager	M	C10	0.00	1.00	1.00		1.00
Forensic Scientist (Chemist)	M	C09	1.00	1.00	1.00		1.00
Paralegal	M/G	C09	1.00	2.00	6.75	4.00	6.75
Investigator, Chief	M	C09	1.00	1.00	0.00		0.00
Program Manager	G	C08	1.00	1.00	1.00		1.00
Investigator	M	C08	1.00	1.00	1.00		1.00
Evidence Analyst	M	C07	1.00	1.00	1.00		1.00
Electronic Evidence Analyst	M	C07	0.00	1.00	1.00		1.00
Office Manager	M	C07	2.00	2.00	1.00		1.00
Senior Legal Assistant I	M	C07	0.00	0.00	4.00		4.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00		1.00
Law Clerk (530)	R	C06	1.00	1.00	1.00		1.00
Senior Legal Assistant	M/G	C06	17.00	17.00	13.00		13.00
Legal Assistant II	M/G	C05	3.00	2.00	2.00		2.00
Legal Assistant I (NO OPEB)	M/G	C04	1.00	1.00	1.00		1.00
<b>TOTAL</b>			<b>44.00</b>	<b>46.00</b>	<b>51.75</b>	<b>7.00</b>	<b>52.75</b>

**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	FY2022 Adjusted	FY2023 Approved	FY2023 Adjusted	FY2024 Request	FY2024 Approved
<b>TREASURER</b>							
County Treasurer	E		1.00	1.00	1.00		1.00
Fiscal Technician	M	C08	1.00	1.00	1.00		1.00
Fiscal Specialist IV	M	C06	3.00	3.00	3.00	1.00	4.00
<b>TOTAL</b>			<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>1.00</b>	<b>6.00</b>
<b>SOCIAL SERVICES</b>							
Human Service Case Worker	M	C08	1.00	1.00	1.00		1.00
Senior Legal Assistant	G	C06	1.00	1.00	1.00		1.00
<b>TOTAL</b>			<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>2.00</b>
<b>ALCOHOL BEVERAGE OFFICE</b>							
Al Bev Bd Administrator	M	C07	1.00	1.00	1.00		1.00
Admin Coordinator - RPT	M	C04	0.75	0.75	0.75		0.75
ABB Inspector - RPT	M		0.50	0.50	0.50		0.50
<b>TOTAL</b>			<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>0.00</b>	<b>2.25</b>
<b>ALCOHOL BEVERAGE BOARD</b>							
Chairman	A		1.00	1.00	1.00		1.00
Member	A		4.00	4.00	4.00		4.00
<b>TOTAL</b>			<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>5.00</b>
<b>BOARD OF ELECTIONS</b>							
Member	A		5.00	5.00	5.00		5.00
<b>TOTAL</b>			<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>5.00</b>
<b>TOTAL COUNTY GOVERNMENT</b>							
			<b>872.75</b>	<b>947.85</b>	<b>958.40</b>	<b>54.25</b>	<b>1002.65</b>

# Schedule of Pay Differentials, Premium Pay and Insurance Premiums (FY2024)

Type of Pay	Reference*	Amount
Shift Differential	Para 1908 / 4.5	\$1.00 per hour
ECC Training Officer Shift Differential	Para 1912(a)	\$2.00 per hour
ECC Shift Supervisor Differential	Para 1912(b)	\$1.00 per hour
Emergency Closing Premium Pay	Para 1911 / 4.5	two times the regular rate of pay
Call Back Pay	Para 1910	non-exempt employees: time and one half the regular rate of pay plus floating holiday hours when called back on non-premium holiday
On Call Pay	Para 1915	16 hours of compensatory time for each 7 day rotation
Holiday Premium Pay	Para 1903 / 4.5	time and one half the regular rate of pay plus paid holiday leave hours
Employee Health, Prescription and Vision Insurance Premium Subsidy	Para 1702(b)(c), Table 17-1 Para 3909/3910	85% of premium (prorated for RPT)
Health Insurance Waiver Credit	Para 1702	Waiver credit will be paid (24 times annually) to eligible employees who waive participation in the County medical, prescription and vision insurance coverage. Full Time / \$960 annual credit Regular Part Time / \$720 or \$600 annual credit Variable hour, eligible for health / \$600
Acting Capacity Pay	Para 2403	Stipend will be paid based upon difference between current grade and that of the temporary acting grade
Tuition Reimbursement	Chapter 26	Up to a maximum of \$3500 per fiscal year, per eligible employee
Retiree Health, Prescription and Vision Insurance Premium Subsidy	Para 3909/3910, Table 17-1	21.25% of premium 10-15 years of service; prorated for RPT 42.5% of premium 15-20 years of service; prorated for RPT 63.75% of premium 20-25 years of service; prorated for RPT 85% of premium 25 or more years of service; prorated for RPT
Cost of Living Adjustment (COLA)	Para 1909	2.3% all full and regular part-time employees, effective 1/1/24
Market Adjustment	Para 1801, 1802	6% pay adjustment for sworn law enforcement
Hourly Rate Changes	Para 4.5	5.66% Hourly employee pay scale increase, effective 7/1/23 7.14% Hourly employee pay scale increase, effective 1/1/24 12.8% Enterprise employee pay scale increase, effective 1/1/24

\* St. Mary's County Government Manual of Personnel Policies & Procedures: May 2023 update / Hourly Handbook of Personnel Policies and Procedures: May 2023 update

**St. Mary's County Government Merit Salary Schedule - 4.5% Cola Increase Effective April 1, 2023**

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	
1	Annual Salary:	\$30,513.60	\$31,304.00	\$32,073.60	\$32,905.60	\$33,696.00	\$34,507.20	\$35,380.80	\$36,316.80	\$37,190.40	\$38,126.40
	Bi-Weekly Pay:	\$1,173.60	\$1,204.00	\$1,233.60	\$1,265.60	\$1,296.00	\$1,327.20	\$1,360.80	\$1,396.80	\$1,430.40	\$1,466.40
	Hourly Rate:	\$14.67	\$15.05	\$15.42	\$15.82	\$16.20	\$16.59	\$17.01	\$17.46	\$17.88	\$18.33
2	Annual Salary:	\$33,654.40	\$34,465.60	\$35,318.40	\$36,254.40	\$37,107.20	\$38,064.00	\$39,000.00	\$39,998.40	\$40,976.00	\$41,995.20
	Bi-Weekly Pay:	\$1,294.40	\$1,325.60	\$1,358.40	\$1,394.40	\$1,427.20	\$1,464.00	\$1,500.00	\$1,538.40	\$1,576.00	\$1,615.20
	Hourly Rate:	\$16.18	\$16.57	\$16.98	\$17.43	\$17.84	\$18.30	\$18.75	\$19.23	\$19.70	\$20.19
3	Annual Salary:	\$36,899.20	\$37,876.80	\$38,792.00	\$39,748.80	\$40,768.00	\$41,766.40	\$42,785.60	\$43,908.80	\$44,948.80	\$46,113.60
	Bi-Weekly Pay:	\$1,419.20	\$1,456.80	\$1,492.00	\$1,528.80	\$1,568.00	\$1,606.40	\$1,645.60	\$1,688.80	\$1,728.80	\$1,773.60
	Hourly Rate:	\$17.74	\$18.21	\$18.65	\$19.11	\$19.60	\$20.08	\$20.57	\$21.11	\$21.61	\$22.17
4	Annual Salary:	\$40,580.80	\$41,579.20	\$42,640.00	\$43,721.60	\$44,803.20	\$45,947.20	\$47,028.80	\$48,256.00	\$49,420.80	\$50,710.40
	Bi-Weekly Pay:	\$1,560.80	\$1,599.20	\$1,640.00	\$1,681.60	\$1,723.20	\$1,767.20	\$1,808.80	\$1,856.00	\$1,900.80	\$1,950.40
	Hourly Rate:	\$19.51	\$19.99	\$20.50	\$21.02	\$21.54	\$22.09	\$22.61	\$23.20	\$23.76	\$24.38
5	Annual Salary:	\$44,595.20	\$45,697.60	\$46,841.60	\$48,027.20	\$49,212.80	\$50,460.80	\$51,729.60	\$53,060.80	\$54,350.40	\$55,723.20
	Bi-Weekly Pay:	\$1,715.20	\$1,757.60	\$1,801.60	\$1,847.20	\$1,892.80	\$1,940.80	\$1,989.60	\$2,040.80	\$2,090.40	\$2,143.20
	Hourly Rate:	\$21.44	\$21.97	\$22.52	\$23.09	\$23.66	\$24.26	\$24.87	\$25.51	\$26.13	\$26.79
6	Annual Salary:	\$49,836.80	\$51,084.80	\$52,353.60	\$53,684.80	\$55,016.00	\$56,409.60	\$57,699.20	\$59,238.40	\$60,715.20	\$62,212.80
	Bi-Weekly Pay:	\$1,916.80	\$1,964.80	\$2,013.60	\$2,064.80	\$2,116.00	\$2,169.60	\$2,219.20	\$2,278.40	\$2,335.20	\$2,392.80
	Hourly Rate:	\$23.96	\$24.56	\$25.17	\$25.81	\$26.45	\$27.12	\$27.74	\$28.48	\$29.19	\$29.91
7	Annual Salary:	\$55,764.80	\$57,137.60	\$58,614.40	\$60,008.00	\$61,505.60	\$63,107.20	\$64,646.40	\$66,289.60	\$67,953.60	\$69,596.80
	Bi-Weekly Pay:	\$2,144.80	\$2,197.60	\$2,254.40	\$2,308.00	\$2,365.60	\$2,427.20	\$2,486.40	\$2,549.60	\$2,613.60	\$2,676.80
	Hourly Rate:	\$26.81	\$27.47	\$28.18	\$28.85	\$29.57	\$30.34	\$31.08	\$31.87	\$32.67	\$33.46
8	Annual Salary:	\$62,420.80	\$63,980.80	\$65,603.20	\$67,204.80	\$68,910.40	\$70,616.00	\$72,384.00	\$74,214.40	\$76,044.80	\$77,937.60
	Bi-Weekly Pay:	\$2,400.80	\$2,460.80	\$2,523.20	\$2,584.80	\$2,650.40	\$2,716.00	\$2,784.00	\$2,854.40	\$2,924.80	\$2,997.60
	Hourly Rate:	\$30.01	\$30.76	\$31.54	\$32.31	\$33.13	\$33.95	\$34.80	\$35.68	\$36.56	\$37.47
9	Annual Salary:	\$69,700.80	\$71,531.20	\$73,278.40	\$75,129.60	\$76,980.80	\$78,915.20	\$80,849.60	\$82,908.80	\$84,988.80	\$87,089.60
	Bi-Weekly Pay:	\$2,680.80	\$2,751.20	\$2,818.40	\$2,889.60	\$2,960.80	\$3,035.20	\$3,109.60	\$3,188.80	\$3,268.80	\$3,349.60
	Hourly Rate:	\$33.51	\$34.39	\$35.23	\$36.12	\$37.01	\$37.94	\$38.87	\$39.86	\$40.86	\$41.87
10	Annual Salary:	\$80,100.80	\$82,097.60	\$84,156.80	\$86,257.60	\$88,400.00	\$90,625.60	\$92,872.00	\$95,243.20	\$97,614.40	\$100,068.80
	Bi-Weekly Pay:	\$3,080.80	\$3,157.60	\$3,236.80	\$3,317.60	\$3,400.00	\$3,485.60	\$3,572.00	\$3,663.20	\$3,754.40	\$3,848.80
	Hourly Rate:	\$38.51	\$39.47	\$40.46	\$41.47	\$42.50	\$43.57	\$44.65	\$45.79	\$46.93	\$48.11
11	Annual Salary:	\$92,060.80	\$94,328.00	\$96,657.60	\$99,112.00	\$101,545.60	\$104,124.80	\$106,724.80	\$109,387.20	\$112,112.00	\$114,982.40
	Bi-Weekly Pay:	\$3,540.80	\$3,628.00	\$3,717.60	\$3,812.00	\$3,905.60	\$4,004.80	\$4,104.80	\$4,207.20	\$4,312.00	\$4,422.40
	Hourly Rate:	\$44.26	\$45.35	\$46.47	\$47.65	\$48.82	\$50.06	\$51.31	\$52.59	\$53.90	\$55.28
12	Annual Salary:	\$105,851.20	\$108,492.80	\$111,196.80	\$113,963.20	\$116,812.80	\$119,745.60	\$122,782.40	\$125,798.40	\$128,960.00	\$132,204.80
	Bi-Weekly Pay:	\$4,071.20	\$4,172.80	\$4,276.80	\$4,383.20	\$4,492.80	\$4,605.60	\$4,722.40	\$4,838.40	\$4,960.00	\$5,084.80
	Hourly Rate:	\$50.89	\$52.16	\$53.46	\$54.79	\$56.16	\$57.57	\$59.03	\$60.48	\$62.00	\$63.56
13	Annual Salary:	\$121,700.80	\$124,758.40	\$127,878.40	\$131,060.80	\$134,347.20	\$137,716.80	\$141,148.80	\$144,705.60	\$148,283.20	\$152,048.00
	Bi-Weekly Pay:	\$4,680.80	\$4,798.40	\$4,918.40	\$5,040.80	\$5,167.20	\$5,296.80	\$5,428.80	\$5,565.60	\$5,703.20	\$5,848.00
	Hourly Rate:	\$58.51	\$59.98	\$61.48	\$63.01	\$64.59	\$66.21	\$67.86	\$69.57	\$71.29	\$73.10

Approved 2.3% COLA - January 1, 2024  
No Merit Increase

**St. Mary's County Government Merit Salary Schedule - 4.5% Cola Increase Effective April 1, 2023**

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	
1	Annual Salary:	\$39,062.40	\$40,081.60	\$41,059.20	\$42,057.60	\$43,180.80	\$44,220.80	\$45,323.20	\$46,446.40	\$47,590.40	\$48,796.80
	Bi-Weekly Pay:	\$1,502.40	\$1,541.60	\$1,579.20	\$1,617.60	\$1,660.80	\$1,700.80	\$1,743.20	\$1,786.40	\$1,830.40	\$1,876.80
	Hourly Rate:	\$18.78	\$19.27	\$19.74	\$20.22	\$20.76	\$21.26	\$21.79	\$22.33	\$22.88	\$23.46
2	Annual Salary:	\$43,056.00	\$44,137.60	\$45,260.80	\$46,363.20	\$47,507.20	\$48,734.40	\$49,920.00	\$51,188.80	\$52,457.60	\$53,788.80
	Bi-Weekly Pay:	\$1,656.00	\$1,697.60	\$1,740.80	\$1,783.20	\$1,827.20	\$1,874.40	\$1,920.00	\$1,968.80	\$2,017.60	\$2,068.80
	Hourly Rate:	\$20.70	\$21.22	\$21.76	\$22.29	\$22.84	\$23.43	\$24.00	\$24.61	\$25.22	\$25.86
3	Annual Salary:	\$47,257.60	\$48,443.20	\$49,649.60	\$50,876.80	\$52,145.60	\$53,497.60	\$54,808.00	\$56,180.80	\$57,553.60	\$59,030.40
	Bi-Weekly Pay:	\$1,817.60	\$1,863.20	\$1,909.60	\$1,956.80	\$2,005.60	\$2,057.60	\$2,108.00	\$2,160.80	\$2,213.60	\$2,270.40
	Hourly Rate:	\$22.72	\$23.29	\$23.87	\$24.46	\$25.07	\$25.72	\$26.35	\$27.01	\$27.67	\$28.38
4	Annual Salary:	\$51,958.40	\$53,248.00	\$54,558.40	\$55,952.00	\$57,345.60	\$58,780.80	\$60,216.00	\$61,796.80	\$63,315.20	\$64,896.00
	Bi-Weekly Pay:	\$1,998.40	\$2,048.00	\$2,098.40	\$2,152.00	\$2,205.60	\$2,260.80	\$2,316.00	\$2,376.80	\$2,435.20	\$2,496.00
	Hourly Rate:	\$24.98	\$25.60	\$26.23	\$26.90	\$27.57	\$28.26	\$28.95	\$29.71	\$30.44	\$31.20
5	Annual Salary:	\$57,096.00	\$58,531.20	\$59,945.60	\$61,443.20	\$62,982.40	\$64,584.00	\$66,206.40	\$67,808.00	\$69,534.40	\$71,260.80
	Bi-Weekly Pay:	\$2,196.00	\$2,251.20	\$2,305.60	\$2,363.20	\$2,422.40	\$2,484.00	\$2,546.40	\$2,608.00	\$2,674.40	\$2,740.80
	Hourly Rate:	\$27.45	\$28.14	\$28.82	\$29.54	\$30.28	\$31.05	\$31.83	\$32.60	\$33.43	\$34.26
6	Annual Salary:	\$63,814.40	\$65,374.40	\$67,017.60	\$68,702.40	\$70,428.80	\$72,176.00	\$73,964.80	\$75,816.00	\$77,729.60	\$79,664.00
	Bi-Weekly Pay:	\$2,454.40	\$2,514.40	\$2,577.60	\$2,642.40	\$2,708.80	\$2,776.00	\$2,844.80	\$2,916.00	\$2,989.60	\$3,064.00
	Hourly Rate:	\$30.68	\$31.43	\$32.22	\$33.03	\$33.86	\$34.70	\$35.56	\$36.45	\$37.37	\$38.30
7	Annual Salary:	\$71,385.60	\$73,153.60	\$75,004.80	\$76,856.00	\$78,811.20	\$80,745.60	\$82,763.20	\$84,843.20	\$86,964.80	\$89,086.40
	Bi-Weekly Pay:	\$2,745.60	\$2,813.60	\$2,884.80	\$2,956.00	\$3,031.20	\$3,105.60	\$3,183.20	\$3,263.20	\$3,344.80	\$3,426.40
	Hourly Rate:	\$34.32	\$35.17	\$36.06	\$36.95	\$37.89	\$38.82	\$39.79	\$40.79	\$41.81	\$42.83
8	Annual Salary:	\$79,892.80	\$81,931.20	\$83,990.40	\$86,028.80	\$88,192.00	\$90,396.80	\$92,664.00	\$94,993.60	\$97,364.80	\$99,798.40
	Bi-Weekly Pay:	\$3,072.80	\$3,151.20	\$3,230.40	\$3,308.80	\$3,392.00	\$3,476.80	\$3,564.00	\$3,653.60	\$3,744.80	\$3,838.40
	Hourly Rate:	\$38.41	\$39.39	\$40.38	\$41.36	\$42.40	\$43.46	\$44.55	\$45.67	\$46.81	\$47.98
9	Annual Salary:	\$89,315.20	\$91,499.20	\$93,808.00	\$96,137.60	\$98,550.40	\$101,025.60	\$103,542.40	\$106,142.40	\$108,784.00	\$111,488.00
	Bi-Weekly Pay:	\$3,435.20	\$3,519.20	\$3,608.00	\$3,697.60	\$3,790.40	\$3,885.60	\$3,982.40	\$4,082.40	\$4,184.00	\$4,288.00
	Hourly Rate:	\$42.94	\$43.99	\$45.10	\$46.22	\$47.38	\$48.57	\$49.78	\$51.03	\$52.30	\$53.60
10	Annual Salary:	\$102,564.80	\$105,144.00	\$107,723.20	\$110,448.00	\$113,193.60	\$115,980.80	\$118,892.80	\$121,867.20	\$124,924.80	\$128,086.40
	Bi-Weekly Pay:	\$3,944.80	\$4,044.00	\$4,143.20	\$4,248.00	\$4,353.60	\$4,460.80	\$4,572.80	\$4,687.20	\$4,804.80	\$4,926.40
	Hourly Rate:	\$49.31	\$50.55	\$51.79	\$53.10	\$54.42	\$55.76	\$57.16	\$58.59	\$60.06	\$61.58
11	Annual Salary:	\$117,832.00	\$120,785.60	\$123,801.60	\$126,859.20	\$130,041.60	\$133,307.20	\$136,614.40	\$140,046.40	\$143,520.00	\$147,160.00
	Bi-Weekly Pay:	\$4,532.00	\$4,645.60	\$4,761.60	\$4,879.20	\$5,001.60	\$5,127.20	\$5,254.40	\$5,386.40	\$5,520.00	\$5,660.00
	Hourly Rate:	\$56.65	\$58.07	\$59.52	\$60.99	\$62.52	\$64.09	\$65.68	\$67.33	\$69.00	\$70.75
12	Annual Salary:	\$135,532.80	\$138,881.60	\$142,334.40	\$145,912.00	\$149,552.00	\$153,254.40	\$157,123.20	\$161,054.40	\$165,068.80	\$169,208.00
	Bi-Weekly Pay:	\$5,212.80	\$5,341.60	\$5,474.40	\$5,612.00	\$5,752.00	\$5,894.40	\$6,043.20	\$6,194.40	\$6,348.80	\$6,508.00
	Hourly Rate:	\$65.16	\$66.77	\$68.43	\$70.15	\$71.90	\$73.68	\$75.54	\$77.43	\$79.36	\$81.35
13	Annual Salary:	\$155,833.60	\$159,723.20	\$163,675.20	\$167,772.80	\$171,995.20	\$176,280.00	\$180,689.60	\$185,203.20	\$189,800.00	\$194,604.80
	Bi-Weekly Pay:	\$5,993.60	\$6,143.20	\$6,295.20	\$6,452.80	\$6,615.20	\$6,780.00	\$6,949.60	\$7,123.20	\$7,300.00	\$7,484.80
	Hourly Rate:	\$74.92	\$76.79	\$78.69	\$80.66	\$82.69	\$84.75	\$86.87	\$89.04	\$91.25	\$93.56

Approved 2.3% COLA - January 1, 2024  
No Merit Increase

St. Mary's County Government Sworn Law Enforcement Salary Schedule - 6% Market Increase Effective July 1, 2023

GRADE	STEP 1 (BASE)	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
<b>DEPUTY</b>	Annual	\$61,630.40	\$64,688.00	\$67,953.60	\$71,323.20	\$74,900.80	\$78,644.80	\$80,600.00	\$82,617.60	\$84,676.80
<b>DEP</b>	Bi-Weekly	\$2,370.40	\$2,488.00	\$2,613.60	\$2,743.20	\$2,880.80	\$3,024.80	\$3,100.00	\$3,177.60	\$3,256.80
<b>SL1</b>	Hourly Rate:	\$29.63	\$31.10	\$32.67	\$34.29	\$36.01	\$37.81	\$38.75	\$39.72	\$40.71
<b>DEPUTY FIRST CLASS / DFC</b>	Annual	\$70,657.60	\$74,214.40	\$77,896.00	\$81,827.20	\$85,904.00	\$90,188.80	\$92,456.00	\$94,744.00	\$97,136.00
	Bi-Weekly	\$2,717.60	\$2,854.40	\$2,996.00	\$3,147.20	\$3,304.00	\$3,468.80	\$3,556.00	\$3,644.00	\$3,736.00
<b>SL2</b>	Hourly Rate:	\$33.97	\$35.68	\$37.45	\$39.34	\$41.30	\$43.36	\$44.45	\$45.55	\$46.70
<b>CORPORAL</b>	Annual	\$75,628.80	\$79,393.60	\$83,366.40	\$87,526.40	\$91,915.20	\$96,532.80	\$98,924.80	\$101,400.00	\$103,916.80
	Bi-Weekly	\$2,908.80	\$3,053.60	\$3,206.40	\$3,366.40	\$3,535.20	\$3,712.80	\$3,804.80	\$3,900.00	\$3,996.80
<b>SL3</b>	Hourly Rate:	\$36.36	\$38.17	\$40.08	\$42.08	\$44.19	\$46.41	\$47.56	\$48.75	\$49.96
<b>SERGEANT</b>	Annual	\$80,912.00	\$84,947.20	\$89,190.40	\$93,662.40	\$98,321.60	\$103,272.00	\$105,851.20	\$108,472.00	\$111,217.60
	Bi-Weekly	\$3,112.00	\$3,267.20	\$3,430.40	\$3,602.40	\$3,781.60	\$3,972.00	\$4,071.20	\$4,172.00	\$4,277.60
<b>SL4</b>	Hourly Rate:	\$38.90	\$40.84	\$42.88	\$45.03	\$47.27	\$49.65	\$50.89	\$52.15	\$53.47
<b>LIEUTENANT</b>	Annual	\$90,625.60	\$95,160.00	\$99,902.40	\$104,894.40	\$110,156.80	\$115,648.00	\$118,560.00	\$121,492.80	\$124,550.40
	Bi-Weekly	\$3,485.60	\$3,660.00	\$3,842.40	\$4,034.40	\$4,236.80	\$4,448.00	\$4,560.00	\$4,672.80	\$4,790.40
<b>SL5</b>	Hourly Rate:	\$43.57	\$45.75	\$48.03	\$50.43	\$52.96	\$55.60	\$57.00	\$58.41	\$59.88
<b>CAPTAIN</b>	Annual	\$96,969.60	\$101,816.00	\$106,891.20	\$112,216.00	\$117,852.80	\$123,760.00	\$126,838.40	\$130,000.00	\$133,265.60
	Bi-Weekly	\$3,729.60	\$3,916.00	\$4,111.20	\$4,316.00	\$4,532.80	\$4,760.00	\$4,878.40	\$5,000.00	\$5,125.60
<b>SL6</b>	Hourly Rate:	\$46.62	\$48.95	\$51.39	\$53.95	\$56.66	\$59.50	\$60.98	\$62.50	\$64.07
<b>MAJOR</b>	Annual	\$103,729.60	\$108,929.60	\$114,358.40	\$120,120.00	\$126,089.60	\$132,433.60	\$135,720.00	\$139,110.40	\$142,604.80
	Bi-Weekly	\$3,989.60	\$4,189.60	\$4,398.40	\$4,620.00	\$4,849.60	\$5,093.60	\$5,220.00	\$5,350.40	\$5,484.80
<b>SL7</b>	Hourly Rate:	\$49.87	\$52.37	\$54.98	\$57.75	\$60.62	\$63.67	\$65.25	\$66.88	\$68.56

Approved 2.3% COLA - January 1, 2024  
No Merit Increase



St. Mary's County Government Sworn Law Enforcement Salary Schedule - 6% Market Increase Effective July 1, 2023

GRADE	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19
DEPUTY Annual	\$89,003.20	\$91,208.00	\$93,537.60	\$95,846.40	\$98,217.60	\$100,713.60	\$103,209.60	\$105,809.60	\$111,092.80
DEP Bi-Weekly	\$3,423.20	\$3,508.00	\$3,597.60	\$3,686.40	\$3,777.60	\$3,873.60	\$3,969.60	\$4,069.60	\$4,272.80
SL1 Hourly	\$42.79	\$43.85	\$44.97	\$46.08	\$47.22	\$48.42	\$49.62	\$50.87	\$53.41
DEPUTY FIRST Annual	\$102,024.00	\$104,603.20	\$107,203.20	\$109,907.20	\$112,611.20	\$115,460.80	\$118,352.00	\$121,284.80	\$127,379.20
CLASS / DFC Bi-Weekly	\$3,924.00	\$4,023.20	\$4,123.20	\$4,227.20	\$4,331.20	\$4,440.80	\$4,552.00	\$4,664.80	\$4,899.20
SL2 Hourly	\$49.05	\$50.29	\$51.54	\$52.84	\$54.14	\$55.51	\$56.90	\$58.31	\$61.24
CORPORAL Annual	\$109,158.40	\$111,924.80	\$114,732.80	\$117,582.40	\$120,515.20	\$123,531.20	\$126,609.60	\$129,812.80	\$136,281.60
CPL Bi-Weekly	\$4,198.40	\$4,304.80	\$4,412.80	\$4,522.40	\$4,635.20	\$4,751.20	\$4,869.60	\$4,992.80	\$5,241.60
SL3 Hourly	\$52.48	\$53.81	\$55.16	\$56.53	\$57.94	\$59.39	\$60.87	\$62.41	\$65.52
SERGEANT Annual	\$116,854.40	\$119,745.60	\$122,740.80	\$125,819.20	\$128,980.80	\$132,184.00	\$135,512.00	\$138,881.60	\$145,828.80
SGT Bi-Weekly	\$4,494.40	\$4,605.60	\$4,720.80	\$4,839.20	\$4,960.80	\$5,084.00	\$5,212.00	\$5,341.60	\$5,608.80
SL4 Hourly	\$56.18	\$57.57	\$59.01	\$60.49	\$62.01	\$63.55	\$65.15	\$66.77	\$70.11
LIEUTENANT Annual	\$130,873.60	\$134,118.40	\$137,446.40	\$140,878.40	\$144,435.20	\$148,033.60	\$151,736.00	\$155,542.40	\$163,321.60
LT Bi-Weekly	\$5,033.60	\$5,158.40	\$5,286.40	\$5,418.40	\$5,555.20	\$5,693.60	\$5,836.00	\$5,982.40	\$6,281.60
SL5 Hourly	\$62.92	\$64.48	\$66.08	\$67.73	\$69.44	\$71.17	\$72.95	\$74.78	\$78.52
CAPTAIN Annual	\$140,004.80	\$143,520.00	\$147,097.60	\$150,758.40	\$154,544.00	\$158,412.80	\$162,364.80	\$166,441.60	\$174,740.80
CAPT Bi-Weekly	\$5,384.80	\$5,520.00	\$5,657.60	\$5,798.40	\$5,944.00	\$6,092.80	\$6,244.80	\$6,401.60	\$6,720.80
SL6 Hourly	\$67.31	\$69.00	\$70.72	\$72.48	\$74.30	\$76.16	\$78.06	\$80.02	\$84.01
MAJOR Annual	\$149,822.40	\$153,566.40	\$157,393.60	\$161,324.80	\$165,360.00	\$169,478.40	\$173,742.40	\$178,089.60	\$186,971.20
MAJ Bi-Weekly	\$5,762.40	\$5,906.40	\$6,053.60	\$6,204.80	\$6,360.00	\$6,518.40	\$6,682.40	\$6,849.60	\$7,191.20
SL7 Hourly	\$72.03	\$73.83	\$75.67	\$77.56	\$79.50	\$81.48	\$83.53	\$85.62	\$89.89

Approved 2.3% COLA - January 1, 2024  
No Merit Increase

St. Mary's County Government Corrections Salary Schedule - 4.5% Cola Increase Effective April 1, 2023

Grade	Step 1 (base)	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Correction Officer CO / D01	Annual Salary:	\$51,230.40	\$52,769.60	\$54,371.20	\$55,993.60	\$57,657.60	\$59,404.80	\$61,193.60	\$63,003.20	\$64,896.00
	Bi-Weekly Pay:	\$1,970.40	\$2,029.60	\$2,091.20	\$2,153.60	\$2,217.60	\$2,284.80	\$2,353.60	\$2,423.20	\$2,496.00
	Hourly Rate:	\$24.63	\$25.37	\$26.14	\$26.92	\$27.72	\$28.56	\$29.42	\$30.29	\$31.20
Correction Officer 1st Class C01 / D02	Annual Salary:	\$55,348.80	\$56,992.00	\$58,718.40	\$60,465.60	\$62,275.20	\$64,147.20	\$66,081.60	\$68,057.60	\$70,096.00
	Bi-Weekly Pay:	\$2,128.80	\$2,192.00	\$2,258.40	\$2,325.60	\$2,395.20	\$2,467.20	\$2,541.60	\$2,617.60	\$2,696.00
	Hourly Rate:	\$26.61	\$27.40	\$28.23	\$29.07	\$29.94	\$30.84	\$31.77	\$32.72	\$33.70
Corporal COII D03	Annual Salary:	\$60,777.60	\$62,608.00	\$64,500.80	\$66,435.20	\$68,411.20	\$70,470.40	\$72,571.20	\$74,755.20	\$76,980.80
	Bi-Weekly Pay:	\$2,337.60	\$2,408.00	\$2,480.80	\$2,555.20	\$2,631.20	\$2,710.40	\$2,791.20	\$2,875.20	\$2,960.80
	Hourly Rate:	\$29.22	\$30.10	\$31.01	\$31.94	\$32.89	\$33.88	\$34.89	\$35.94	\$37.01
Sergeant COIII D04	Annual Salary:	\$67,704.00	\$69,409.60	\$71,136.00	\$72,924.80	\$74,755.20	\$76,627.20	\$78,540.80	\$80,496.00	\$82,513.60
	Bi-Weekly Pay:	\$2,604.00	\$2,669.60	\$2,736.00	\$2,804.80	\$2,875.20	\$2,947.20	\$3,020.80	\$3,096.00	\$3,173.60
	Hourly Rate:	\$32.55	\$33.37	\$34.20	\$35.06	\$35.94	\$36.84	\$37.76	\$38.70	\$39.67
Lieutenant CO IV D05	Annual Salary:	\$75,566.40	\$77,854.40	\$80,184.00	\$82,596.80	\$85,072.00	\$87,609.60	\$90,251.20	\$92,955.20	\$95,742.40
	Bi-Weekly Pay:	\$2,906.40	\$2,994.40	\$3,084.00	\$3,176.80	\$3,272.00	\$3,369.60	\$3,471.20	\$3,575.20	\$3,682.40
	Hourly Rate:	\$36.33	\$37.43	\$38.55	\$39.71	\$40.90	\$42.12	\$43.39	\$44.69	\$46.03
Captain CO V D06	Annual Salary:	\$84,427.20	\$86,548.80	\$88,712.00	\$90,916.80	\$93,204.80	\$95,534.40	\$97,926.40	\$100,360.00	\$102,876.80
	Bi-Weekly Pay:	\$3,247.20	\$3,328.80	\$3,412.00	\$3,496.80	\$3,584.80	\$3,674.40	\$3,766.40	\$3,860.00	\$3,956.80
	Hourly Rate:	\$40.59	\$41.61	\$42.65	\$43.71	\$44.81	\$45.93	\$47.08	\$48.25	\$49.46
Deputy Warden Civilian - Grade 11 D07	Annual Salary:	\$86,569.60	\$89,169.60	\$91,832.00	\$94,598.40	\$97,448.00	\$100,360.00	\$103,376.00	\$106,454.40	\$109,657.60
	Bi-Weekly Pay:	\$3,329.60	\$3,429.60	\$3,532.00	\$3,638.40	\$3,748.00	\$3,860.00	\$3,976.00	\$4,094.40	\$4,217.60
	Hourly Rate:	\$41.62	\$42.87	\$44.15	\$45.48	\$46.85	\$48.25	\$49.70	\$51.18	\$52.72
Major/Warden CO VI D08	Annual Salary:	\$99,548.80	\$102,544.00	\$105,622.40	\$108,784.00	\$112,049.60	\$115,419.20	\$118,872.00	\$122,428.80	\$126,110.40
	Bi-Weekly Pay:	\$3,828.80	\$3,944.00	\$4,062.40	\$4,184.00	\$4,309.60	\$4,439.20	\$4,572.00	\$4,708.80	\$4,850.40
	Hourly Rate:	\$47.86	\$49.30	\$50.78	\$52.30	\$53.87	\$55.49	\$57.15	\$58.86	\$60.63

Approved 2.3% COLA - January 1, 2024  
No Merit Increase

St. Mary's County Government Corrections Salary Schedule - 4.5% Cola Increase Effective April 1, 2023

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
Correction Officer CO / D01	Annual Salary:	\$70,220.80	\$71,988.80	\$73,798.40	\$75,649.60	\$77,542.40	\$79,476.80	\$81,452.80	\$83,491.20
	Bi-Weekly Pay:	\$2,700.80	\$2,768.80	\$2,838.40	\$2,909.60	\$2,982.40	\$3,056.80	\$3,132.80	\$3,211.20
	Hourly Rate:	\$33.76	\$34.61	\$35.48	\$36.37	\$37.28	\$38.21	\$39.16	\$40.14
Correction Officer 1st Class C01 / D02	Annual Salary:	\$75,857.60	\$77,750.40	\$79,684.80	\$81,681.60	\$83,720.00	\$85,820.80	\$87,963.20	\$90,168.00
	Bi-Weekly Pay:	\$2,917.60	\$2,990.40	\$3,064.80	\$3,141.60	\$3,220.00	\$3,300.80	\$3,383.20	\$3,468.00
	Hourly Rate:	\$36.47	\$37.38	\$38.31	\$39.27	\$40.25	\$41.26	\$42.29	\$43.35
Corporal COII D03	Annual Salary:	\$82,929.60	\$84,988.80	\$87,110.40	\$89,294.40	\$91,540.80	\$93,808.00	\$96,158.40	\$98,550.40
	Bi-Weekly Pay:	\$3,189.60	\$3,268.80	\$3,350.40	\$3,434.40	\$3,520.80	\$3,608.00	\$3,698.40	\$3,790.40
	Hourly Rate:	\$39.87	\$40.86	\$41.88	\$42.93	\$44.01	\$45.10	\$46.23	\$47.38
Sergeant COIII D04	Annual Salary:	\$88,857.60	\$91,083.20	\$93,350.40	\$95,680.00	\$98,072.00	\$100,526.40	\$103,022.40	\$105,622.40
	Bi-Weekly Pay:	\$3,417.60	\$3,503.20	\$3,590.40	\$3,680.00	\$3,772.00	\$3,866.40	\$3,962.40	\$4,062.40
	Hourly Rate:	\$42.72	\$43.79	\$44.88	\$46.00	\$47.15	\$48.33	\$49.53	\$50.78
Lieutenant CO IV D05	Annual Salary:	\$103,105.60	\$105,684.80	\$108,326.40	\$111,030.40	\$113,817.60	\$116,667.20	\$119,579.20	\$122,574.40
	Bi-Weekly Pay:	\$3,965.60	\$4,064.80	\$4,166.40	\$4,270.40	\$4,377.60	\$4,487.20	\$4,599.20	\$4,714.40
	Hourly Rate:	\$49.57	\$50.81	\$52.08	\$53.38	\$54.72	\$56.09	\$57.49	\$58.93
Captain CO V D06	Annual Salary:	\$110,780.80	\$113,547.20	\$116,396.80	\$119,288.00	\$122,283.20	\$125,320.00	\$128,460.80	\$131,684.80
	Bi-Weekly Pay:	\$4,260.80	\$4,367.20	\$4,476.80	\$4,588.00	\$4,703.20	\$4,820.00	\$4,940.80	\$5,064.80
	Hourly Rate:	\$53.26	\$54.59	\$55.96	\$57.35	\$58.79	\$60.25	\$61.76	\$63.31
Deputy Warden Civilian - Grade 11 D07	Annual Salary:	\$118,684.80	\$121,638.40	\$124,675.20	\$127,795.20	\$130,977.60	\$134,264.00	\$137,612.80	\$141,065.60
	Bi-Weekly Pay:	\$4,564.80	\$4,678.40	\$4,795.20	\$4,915.20	\$5,037.60	\$5,164.00	\$5,292.80	\$5,425.60
	Hourly Rate:	\$57.06	\$58.48	\$59.94	\$61.44	\$62.97	\$64.55	\$66.16	\$67.82
Major/Warden CO VI D08	Annual Salary:	\$133,140.80	\$136,468.80	\$139,880.00	\$146,952.00	\$150,633.60	\$154,398.40	\$158,267.20	\$162,219.20
	Bi-Weekly Pay:	\$5,120.80	\$5,248.80	\$5,380.00	\$5,652.00	\$5,793.60	\$5,938.40	\$6,087.20	\$6,239.20
	Hourly Rate:	\$64.01	\$65.61	\$67.25	\$70.65	\$72.42	\$74.23	\$76.09	\$77.99

Approved 2.3% COLA - January 1, 2024  
No Merit Increase

St. Mary's County Government State's Attorney Salary Schedule - 4.5% COLA Effective April 1, 2023

Grade - SA	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	
Assistant State's Attorney 1 Position # 30080 SA1 ASA1	Annual Salary:	\$89,068.50	\$91,295.21	\$93,521.93	\$95,748.64	\$100,202.06	\$102,428.77	\$104,655.48	\$106,882.19	\$109,108.90	
	Bi-Weekly Pay:	\$3,425.71	\$3,511.35	\$3,597.00	\$3,682.64	\$3,853.93	\$3,939.57	\$4,025.21	\$4,110.85	\$4,196.50	
	Hourly Rate:	\$42.82	\$43.89	\$44.96	\$46.03	\$47.10	\$48.17	\$49.24	\$50.32	\$51.39	\$52.46
	Annual Salary:	\$100,202.06	\$102,428.77	\$104,655.49	\$106,882.20	\$109,108.92	\$111,335.62	\$113,562.33	\$115,789.04	\$118,015.75	\$120,242.46
Assistant State's Attorney 2 Position # 30090 SA2 ASA2	Bi-Weekly Pay:	\$3,853.93	\$3,939.57	\$4,025.21	\$4,110.86	\$4,296.50	\$4,382.14	\$4,467.78	\$4,553.42	\$4,639.06	
	Hourly Rate:	\$48.17	\$49.24	\$50.32	\$51.39	\$52.46	\$53.53	\$54.60	\$55.67	\$56.74	\$57.81
	Annual Salary:	\$111,335.63	\$113,562.34	\$115,789.05	\$118,015.76	\$120,242.48	\$122,469.19	\$124,695.91	\$126,922.61	\$129,149.32	\$131,376.03
	Bi-Weekly Pay:	\$4,282.14	\$4,367.78	\$4,453.42	\$4,539.06	\$4,624.71	\$4,710.35	\$4,796.00	\$4,881.64	\$4,967.28	\$5,052.93
Assistant State's Attorney 3 Position # 30065 SA3 ASA3	Hourly Rate:	\$53.53	\$54.60	\$55.67	\$56.74	\$57.81	\$58.88	\$59.95	\$61.02	\$62.09	\$63.16
	Annual Salary:	\$122,469.19	\$124,695.91	\$126,922.61	\$129,149.33	\$131,376.05	\$133,602.75	\$135,829.46	\$138,056.17	\$140,282.89	\$142,509.59
	Bi-Weekly Pay:	\$4,710.35	\$4,796.00	\$4,881.64	\$4,967.28	\$5,052.93	\$5,138.57	\$5,224.21	\$5,309.86	\$5,395.50	\$5,481.14
	Hourly Rate:	\$58.88	\$59.95	\$61.02	\$62.09	\$63.16	\$64.23	\$65.30	\$66.37	\$67.44	\$68.51
Senior Assistant State's Attorney 1 Position # 30085; Chief of District Court Position # 30091; Chief of Circuit Court Position # 30092 SA4 SR - ASA1	Annual Salary:	\$133,602.75	\$135,829.47	\$138,056.18	\$140,282.90	\$142,509.60	\$144,736.31	\$146,963.02	\$149,189.73	\$151,416.44	\$153,643.15
	Bi-Weekly Pay:	\$5,138.57	\$5,224.21	\$5,309.86	\$5,395.50	\$5,481.14	\$5,566.78	\$5,652.42	\$5,738.06	\$5,823.71	\$5,909.35
	Hourly Rate:	\$64.23	\$65.30	\$66.37	\$67.44	\$68.51	\$69.58	\$70.66	\$71.72	\$72.80	\$73.87
	Annual Salary:	\$144,736.32	\$146,963.04	\$149,189.74	\$151,416.46	\$153,643.17	\$155,869.89	\$158,096.59	\$160,323.30	\$162,550.02	\$164,776.72
Senior Assistant State's Attorney 2 Position # 30086 SA5 SR - ASA2	Bi-Weekly Pay:	\$5,566.78	\$5,652.42	\$5,738.08	\$5,823.71	\$5,909.35	\$5,994.99	\$6,080.64	\$6,166.28	\$6,251.92	\$6,337.57
	Hourly Rate:	\$69.58	\$70.66	\$71.73	\$72.80	\$73.87	\$74.94	\$76.01	\$77.08	\$78.15	\$79.22
	Annual Salary:	\$155,869.89	\$158,096.59	\$160,323.31	\$162,550.03	\$164,776.73	\$167,003.44	\$169,230.15	\$171,456.87	\$173,683.57	\$175,910.28
	Bi-Weekly Pay:	\$5,995.00	\$6,080.64	\$6,166.28	\$6,251.93	\$6,337.57	\$6,423.21	\$6,508.85	\$6,594.50	\$6,680.14	\$6,765.78
Senior Assistant State's Attorney 3 Position # 30070 SA6 SR - ASA3	Hourly Rate:	\$74.94	\$76.01	\$77.08	\$78.15	\$79.22	\$80.29	\$81.36	\$82.43	\$83.50	\$84.57
	Annual Salary:	\$155,869.89	\$158,096.59	\$160,323.31	\$162,550.03	\$164,776.73	\$167,003.44	\$169,230.15	\$171,456.87	\$173,683.57	\$175,910.28
	Bi-Weekly Pay:	\$5,995.00	\$6,080.64	\$6,166.28	\$6,251.93	\$6,337.57	\$6,423.21	\$6,508.85	\$6,594.50	\$6,680.14	\$6,765.78
	Hourly Rate:	\$74.94	\$76.01	\$77.08	\$78.15	\$79.22	\$80.29	\$81.36	\$82.43	\$83.50	\$84.57
Deputy State's Attorney Position # 30070 SA7	Annual Salary:	\$155,869.89	\$158,096.59	\$160,323.31	\$162,550.03	\$164,776.73	\$167,003.44	\$169,230.15	\$171,456.87	\$173,683.57	\$175,910.28
	Bi-Weekly Pay:	\$5,995.00	\$6,080.64	\$6,166.28	\$6,251.93	\$6,337.57	\$6,423.21	\$6,508.85	\$6,594.50	\$6,680.14	\$6,765.78
	Hourly Rate:	\$74.94	\$76.01	\$77.08	\$78.15	\$79.22	\$80.29	\$81.36	\$82.43	\$83.50	\$84.57
	Annual Salary:	\$155,869.89	\$158,096.59	\$160,323.31	\$162,550.03	\$164,776.73	\$167,003.44	\$169,230.15	\$171,456.87	\$173,683.57	\$175,910.28

Approved 2.3% COLA - January 1, 2024  
No Merit Increase

FY24 St. Mary's County Hourly Pay Scale - 5.66% increase effective 7.1.23										
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	Annual Salary:	\$29,120.00	\$29,827.20	\$30,680.00	\$31,408.00	\$32,094.40	\$33,654.40	\$34,320.00	\$35,048.00	\$35,776.00
	Bi-Weekly Pay:	\$1,120.00	\$1,147.20	\$1,180.00	\$1,208.00	\$1,234.40	\$1,294.40	\$1,320.00	\$1,348.00	\$1,376.00
	Hourly Rate:	\$14.00	\$14.34	\$14.75	\$15.10	\$15.43	\$15.80	\$16.18	\$16.50	\$16.85
2	Annual Salary:	\$31,969.60	\$32,780.80	\$33,675.20	\$34,486.40	\$35,318.40	\$36,150.40	\$36,920.00	\$37,710.40	\$38,521.60
	Bi-Weekly Pay:	\$1,229.60	\$1,260.80	\$1,295.20	\$1,326.40	\$1,358.40	\$1,390.40	\$1,420.00	\$1,450.40	\$1,481.60
	Hourly Rate:	\$15.37	\$15.76	\$16.19	\$16.58	\$16.98	\$17.38	\$17.75	\$18.13	\$18.52
3	Annual Salary:	\$35,214.40	\$36,004.80	\$36,940.80	\$37,814.40	\$38,708.80	\$39,644.80	\$40,518.40	\$41,454.40	\$42,348.80
	Bi-Weekly Pay:	\$1,354.40	\$1,384.80	\$1,420.80	\$1,454.40	\$1,488.80	\$1,524.80	\$1,558.40	\$1,594.40	\$1,628.80
	Hourly Rate:	\$16.93	\$17.31	\$17.76	\$18.18	\$18.61	\$19.06	\$19.48	\$19.93	\$20.36
4	Annual Salary:	\$38,521.60	\$39,603.20	\$40,601.60	\$41,516.80	\$42,577.60	\$43,555.20	\$44,595.20	\$45,572.80	\$46,571.20
	Bi-Weekly Pay:	\$1,481.60	\$1,523.20	\$1,561.60	\$1,596.80	\$1,637.60	\$1,675.20	\$1,715.20	\$1,752.80	\$1,791.20
	Hourly Rate:	\$18.52	\$19.04	\$19.52	\$19.96	\$20.47	\$20.94	\$21.44	\$21.91	\$22.39
5	Annual Salary:	\$41,516.80	\$42,744.00	\$43,929.60	\$45,073.60	\$46,238.40	\$47,486.40	\$48,630.40	\$49,795.20	\$51,022.40
	Bi-Weekly Pay:	\$1,596.80	\$1,644.00	\$1,689.60	\$1,733.60	\$1,778.40	\$1,826.40	\$1,870.40	\$1,915.20	\$1,962.40
	Hourly Rate:	\$19.96	\$20.55	\$21.12	\$21.67	\$22.23	\$22.83	\$23.38	\$23.94	\$24.53
6	Annual Salary:	\$46,488.00	\$47,819.20	\$49,150.40	\$50,523.20	\$51,792.00	\$53,185.60	\$54,433.60	\$55,764.80	\$57,137.60
	Bi-Weekly Pay:	\$1,788.00	\$1,839.20	\$1,890.40	\$1,943.20	\$1,992.00	\$2,045.60	\$2,093.60	\$2,144.80	\$2,197.60
	Hourly Rate:	\$22.35	\$22.99	\$23.63	\$24.29	\$24.90	\$25.57	\$26.17	\$26.81	\$27.47
7	Annual Salary:	\$51,001.60	\$52,520.00	\$54,184.00	\$55,764.80	\$57,345.60	\$58,988.80	\$60,590.40	\$62,129.60	\$63,731.20
	Bi-Weekly Pay:	\$1,961.60	\$2,020.00	\$2,084.00	\$2,144.80	\$2,205.60	\$2,268.80	\$2,330.40	\$2,389.60	\$2,451.20
	Hourly Rate:	\$24.52	\$25.25	\$26.05	\$26.81	\$27.57	\$28.36	\$29.13	\$29.87	\$30.64
8	Annual Salary:	\$57,096.00	\$58,884.80	\$60,632.00	\$62,420.80	\$64,084.80	\$66,040.00	\$67,808.00	\$69,534.40	\$71,323.20
	Bi-Weekly Pay:	\$2,196.00	\$2,264.80	\$2,332.00	\$2,400.80	\$2,464.80	\$2,540.00	\$2,608.00	\$2,674.40	\$2,743.20
	Hourly Rate:	\$27.45	\$28.31	\$29.15	\$30.01	\$30.81	\$31.75	\$32.60	\$33.43	\$34.29
9	Annual Salary:	\$61,380.80	\$63,710.40	\$66,019.20	\$68,203.20	\$70,428.80	\$72,654.40	\$74,942.40	\$77,230.40	\$79,456.00
	Bi-Weekly Pay:	\$2,360.80	\$2,450.40	\$2,539.20	\$2,623.20	\$2,708.80	\$2,794.40	\$2,882.40	\$2,970.40	\$3,056.00
	Hourly Rate:	\$29.51	\$30.63	\$31.74	\$32.79	\$33.86	\$34.93	\$36.03	\$37.13	\$38.20
10	Annual Salary:	\$70,616.00	\$73,236.80	\$75,795.20	\$78,312.00	\$80,849.60	\$83,491.20	\$86,070.40	\$88,608.00	\$91,249.60
	Bi-Weekly Pay:	\$2,716.00	\$2,816.80	\$2,915.20	\$3,012.00	\$3,109.60	\$3,211.20	\$3,310.40	\$3,408.00	\$3,509.60
	Hourly Rate:	\$33.95	\$35.21	\$36.44	\$37.65	\$38.87	\$40.14	\$41.38	\$42.60	\$43.87
11	Annual Salary:	\$81,057.60	\$83,969.60	\$86,985.60	\$90,043.20	\$93,038.40	\$95,971.20	\$98,966.40	\$101,878.40	\$104,852.80
	Bi-Weekly Pay:	\$3,117.60	\$3,229.60	\$3,345.60	\$3,463.20	\$3,578.40	\$3,691.20	\$3,806.40	\$3,918.40	\$4,032.80
	Hourly Rate:	\$38.97	\$40.37	\$41.82	\$43.29	\$44.73	\$46.14	\$47.58	\$48.98	\$50.41

Approved 7.14% COLA - January 1, 2024  
No Merit Increase

**FY24 St. Mary's County Hourly Pay Scale - 5.66% increase effective 7.1.23**

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	
1	Annual Salary:	\$36,545.60	\$37,315.20	\$38,043.20	\$38,729.60	\$39,582.40	\$40,289.60	\$41,017.60	\$41,766.40	\$42,536.00	\$43,451.20
	Bi-Weekly Pay:	\$1,405.60	\$1,435.20	\$1,463.20	\$1,489.60	\$1,522.40	\$1,549.60	\$1,577.60	\$1,606.40	\$1,636.00	\$1,671.20
	Hourly Rate:	\$17.57	\$17.94	\$18.29	\$18.62	\$19.03	\$19.37	\$19.72	\$20.08	\$20.45	\$20.89
2	Annual Salary:	\$40,248.00	\$41,017.60	\$41,849.60	\$42,681.60	\$43,513.60	\$44,304.00	\$45,094.40	\$46,030.40	\$46,820.80	\$47,673.60
	Bi-Weekly Pay:	\$1,548.00	\$1,577.60	\$1,609.60	\$1,641.60	\$1,673.60	\$1,704.00	\$1,734.40	\$1,770.40	\$1,800.80	\$1,833.60
	Hourly Rate:	\$19.35	\$19.72	\$20.12	\$20.52	\$20.92	\$21.30	\$21.68	\$22.13	\$22.51	\$22.92
3	Annual Salary:	\$44,158.40	\$45,032.00	\$46,030.40	\$46,862.40	\$47,798.40	\$48,630.40	\$49,545.60	\$50,523.20	\$51,313.60	\$52,374.40
	Bi-Weekly Pay:	\$1,698.40	\$1,732.00	\$1,770.40	\$1,802.40	\$1,838.40	\$1,870.40	\$1,905.60	\$1,943.20	\$1,973.60	\$2,014.40
	Hourly Rate:	\$21.23	\$21.65	\$22.13	\$22.53	\$22.98	\$23.38	\$23.82	\$24.29	\$24.67	\$25.18
4	Annual Salary:	\$48,526.40	\$49,545.60	\$50,585.60	\$51,521.60	\$52,457.60	\$53,539.20	\$54,516.80	\$55,473.60	\$56,534.40	\$57,512.00
	Bi-Weekly Pay:	\$1,866.40	\$1,905.60	\$1,945.60	\$1,981.60	\$2,017.60	\$2,059.20	\$2,096.80	\$2,133.60	\$2,174.40	\$2,212.00
	Hourly Rate:	\$23.33	\$23.82	\$24.32	\$24.77	\$25.22	\$25.74	\$26.21	\$26.67	\$27.18	\$27.65
5	Annual Salary:	\$53,414.40	\$54,620.80	\$55,764.80	\$57,033.60	\$58,177.60	\$59,321.60	\$60,548.80	\$61,796.80	\$62,899.20	\$64,001.60
	Bi-Weekly Pay:	\$2,054.40	\$2,100.80	\$2,144.80	\$2,193.60	\$2,237.60	\$2,281.60	\$2,328.80	\$2,376.80	\$2,419.20	\$2,461.60
	Hourly Rate:	\$25.68	\$26.26	\$26.81	\$27.42	\$27.97	\$28.52	\$29.11	\$29.71	\$30.24	\$30.77
6	Annual Salary:	\$59,820.80	\$61,068.80	\$62,420.80	\$63,731.20	\$65,124.80	\$66,393.60	\$67,724.80	\$68,993.60	\$70,387.20	\$71,676.80
	Bi-Weekly Pay:	\$2,300.80	\$2,348.80	\$2,400.80	\$2,451.20	\$2,504.80	\$2,553.60	\$2,604.80	\$2,653.60	\$2,707.20	\$2,756.80
	Hourly Rate:	\$28.76	\$29.36	\$30.01	\$30.64	\$31.31	\$31.92	\$32.56	\$33.17	\$33.84	\$34.46
7	Annual Salary:	\$66,892.80	\$68,577.60	\$70,179.20	\$71,697.60	\$73,361.60	\$74,942.40	\$76,502.40	\$78,104.00	\$79,705.60	\$81,182.40
	Bi-Weekly Pay:	\$2,572.80	\$2,637.60	\$2,699.20	\$2,757.60	\$2,821.60	\$2,882.40	\$2,942.40	\$3,004.00	\$3,065.60	\$3,122.40
	Hourly Rate:	\$32.16	\$32.97	\$33.74	\$34.47	\$35.27	\$36.03	\$36.78	\$37.55	\$38.32	\$39.03
8	Annual Salary:	\$74,921.60	\$76,648.00	\$78,457.60	\$80,267.20	\$82,035.20	\$83,844.80	\$85,654.40	\$87,380.80	\$89,148.80	\$90,875.20
	Bi-Weekly Pay:	\$2,881.60	\$2,948.00	\$3,017.60	\$3,087.20	\$3,155.20	\$3,224.80	\$3,294.40	\$3,360.80	\$3,428.80	\$3,495.20
	Hourly Rate:	\$36.02	\$36.85	\$37.72	\$38.59	\$39.44	\$40.31	\$41.18	\$42.01	\$42.86	\$43.69
9	Annual Salary:	\$83,886.40	\$86,132.80	\$88,379.20	\$90,604.80	\$92,892.80	\$95,139.20	\$97,427.20	\$99,652.80	\$101,878.40	\$104,041.60
	Bi-Weekly Pay:	\$3,226.40	\$3,312.80	\$3,399.20	\$3,484.80	\$3,572.80	\$3,659.20	\$3,747.20	\$3,832.80	\$3,918.40	\$4,001.60
	Hourly Rate:	\$40.33	\$41.41	\$42.49	\$43.56	\$44.66	\$45.74	\$46.84	\$47.91	\$48.98	\$50.02
10	Annual Salary:	\$96,366.40	\$98,987.20	\$101,483.20	\$104,062.40	\$106,620.80	\$109,241.60	\$111,820.80	\$114,400.00	\$116,958.40	\$119,558.40
	Bi-Weekly Pay:	\$3,706.40	\$3,807.20	\$3,903.20	\$4,002.40	\$4,100.80	\$4,201.60	\$4,300.80	\$4,400.00	\$4,498.40	\$4,598.40
	Hourly Rate:	\$46.33	\$47.59	\$48.79	\$50.03	\$51.26	\$52.52	\$53.76	\$55.00	\$56.23	\$57.48
11	Annual Salary:	\$110,780.80	\$113,817.60	\$116,792.00	\$119,683.20	\$122,699.20	\$125,652.80	\$128,585.60	\$131,539.20	\$134,596.80	\$137,384.00
	Bi-Weekly Pay:	\$4,260.80	\$4,377.60	\$4,492.00	\$4,603.20	\$4,719.20	\$4,832.80	\$4,945.60	\$5,059.20	\$5,176.80	\$5,284.00
	Hourly Rate:	\$53.26	\$54.72	\$56.15	\$57.54	\$58.99	\$60.41	\$61.82	\$63.24	\$64.71	\$66.05

Approved 7.14% COLA - January 1, 2024  
No Merit Increase

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# MISCELLANEOUS INFORMATION

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

## ST. MARY'S COUNTY TAX RATES

TAX	BASIS	FY2023 APPROVED RATE	FY2024 APPROVED RATE
Property Tax	Per \$100 of assessed value	0.8478	0.8478
Local Income Tax	Percentage of taxable income	3.00%	3.00%
Admissions & Amusement Tax	Percentage of receipts	2%	2%
Recordation Tax	Per each \$500 of value when property is sold and title recorded	Oper \$3.65 CIP Ag .35	Oper \$3.65 CIP Ag .35
Transfer Tax	Property transfer value	1%	1%
Trailer Park Tax	Space rental receipts	10%	10%
Cable T.V. Franchise Tax	Percentage of subscriber revenues	5%	5%
911 Fee (Local)	Monthly telephone bill	75¢	75¢
Public Accommodations Tax	Percentage of transient charge	5%	5%
Energy Taxes	per unit charged	1.25%	0.3125%
Impact Fees:			
Total Impact Fees	Average:	\$1,957	N/A
	FY2019	\$6,280	N/A
	FY2020	\$6,756	N/A
	FY2021	\$5,338	N/A
	FY2022	\$3,604	N/A
Excise Tax	Residential:		
Roads, Parks, Public Schools & Public Safety	Single Family	N/A	\$6,697
Roads, Parks, Public Schools & Public Safety	Multi-Family	N/A	\$3,218
	Nonresidential:		
Roads & Public Safety	Retail/Commercial/Services	N/A	\$4.11/sq ft
Roads & Public Safety	Office/Institutional/Medical	N/A	\$1.82/sq ft
Roads & Public Safety	Industrial/Flex/Other	N/A	.80/sq ft
Roads & Public Safety	Lodging per room	N/A	\$1,342.35



# IMPACT OF LOCAL TAXES

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

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### Average Residential Property Taxpayer

Fair Market Value		\$365,000 *
Current Property Tax Bill:	<i>Rate per \$100</i>	
County Property Tax	<b>0.8478</b>	\$3,094
Fire Tax	0.056	204
Rescue Tax	0.03	110
Emergency Services Support Tax	0.024	88
	Sub-Total	<u>\$ 3,496</u>
Solid Waste & Recycling Fee	per property	\$100.47
	Total	<u>\$ 3,596</u>

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

MD Adjusted Gross Income		\$98,836 **
Net Taxable Income		\$86,668 **
Net County Income Tax	<b>3.00%</b>	\$ 2,600

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\* Based on the median value of homes sold in FY2022 from State Department of Assessments and Taxation

\*\*Based on 43,451 taxable returns filed for tax year 2021

Source: Income Tax Summary Report, Tax Year 2021, State Comptroller's Office.

## ST. MARY'S COUNTY TAX RATES

FISCAL YEAR	APPROVED TAX RATE	CONSTANT YIELD TAX RATE	INCOME TAX
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%
2023	.8478	.8270	3.00%
2024	.8478	.8203	3.00%

The approved property tax rate for FY2024 is \$.8478 per \$100 of assessed valuation. This is .0275 or 3.4% higher than the "constant yield" tax rate that is .8203, which is certified to the County by the State Department of Assessments and Taxation letter dated February 14, 2023. 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 \$1.5 million. The approved income tax percentage on net taxable income is 3.00%

# ST. MARY'S COUNTY

## ASSESSABLE PROPERTY BASE

	FINAL FY2023	BUDGET ESTIMATE FY2024
<b>Real Property-Full Value:</b>		
Full Year	\$13,805,574,081	\$14,517,634,850
Half Year		64,521,150
<b>Business Personal Property</b>	182,000,000	179,000,000
<b>Public Utilities</b>	180,195,000	184,748,000
<b>Total Assessable Base</b>	\$14,167,769,081	\$14,945,904,000

Source: State Department of Assessments and Taxation (SDAT), Constant Yield Letter dated February 14, 2023 - for real property. The SDAT website on March 31, 2023 - for personal property and utilities. The assessment increase for FY2024 is 5.5%.

# DEBT AND FUND BALANCE

## DEBT

The St. Mary's County Code requires that the budget include a statement of the bonded and other indebtedness of the County government and its agencies, including self-liquidating and special taxing district debts. The 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, 2022.

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 3.15% upon the assessable real property basis of the County. An amount equal to forty (40) percent of the limitation shall be available to the St. Mary's County Metropolitan Commission for all bonds or other evidence of indebtedness of the Commission. 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. Additionally, limits of 5% upon assessable personal property and operating real property of a public utility.

## 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 1.11% to 1.43% in the six-year plan. The "Debt Service to Revenues" ratio ranged from 5.10% to 6.60%, 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, 2022 audit reflects an unassigned general fund balance of \$36,831,852. The County's Fund Balance Policy approved in August 2015, states we will maintain or be above 15%. As of June 30, 2022, 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 FY2024 Approved Budget includes designation of Fund Balance from the Unassigned of \$14,000,000 - \$2,342,640 for non-recurring expenditures in the general fund and \$11,657,360 as pay-go to other county funds, principally \$7,674,020 to capital projects. 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, 2022**

The annual requirements to amortize all debt outstanding as of June 30, 2022 including interest of \$34,147,630 except for the accrued landfill closure and post-closure costs, accumulated unpaid leave benefits, and exempt financing, are as follows:

<u>Years ending June 30,</u>	<u>Governmental Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 8,480,440	\$ 4,244,389	\$ 12,724,829
2024	8,789,440	3,910,751	12,700,191
2025	7,404,440	3,598,288	11,002,728
2026	6,460,137	3,327,788	9,787,925
2027	6,716,500	3,021,213	9,737,713
2028-2032	34,462,473	10,427,911	44,890,384
2033-2037	34,852,707	4,794,375	39,647,082
2038-2041	<u>17,525,000</u>	<u>822,915</u>	<u>18,347,915</u>
<b>Total</b>	<u>\$ 124,691,137</u>	<u>\$ 34,147,630</u>	<u>\$ 158,838,767</u>
Plus: premium	<u>3,905,249</u>		
<b>Total</b>	<u>\$ 128,596,386</u>		

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

	General		Special Assessment	
	Obligation Bonds	State Loans	Fund	Total
Principal	\$ 123,834,000	\$ 380,741	\$ 476,396	\$ 124,691,137
Interest	<u>34,147,630</u>	-	-	<u>34,147,630</u>
	<u>\$ 157,981,630</u>	<u>\$ 380,741</u>	<u>\$ 476,396</u>	<u>\$ 158,838,767</u>

**Note that this is a copy of page 62 from the Commissioners of St. Mary's County, MD FY2022 Audited Financial Statements**

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 1.89% of the County’s real property assessable property tax base and 5% of personal/utility assessable property tax base. 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 June 2022 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 – Real property	1.89%
St. Mary’s County Legal Debt Limit – Personal/Utility	5.0%
St. Mary’s County 7/1/2023 Debt Percentage	1.11%
  
- General Fund Debt Service as a percent of General Fund Expenditures
 

St. Mary’s County Debt Policy	10.00%
St. Mary’s County FY2024	5.13%

Current projections indicate that based on the FY2024 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, 2023 assessed real property	\$14,517,634,850
Estimated July 1, 2023 assessed personal/utility	\$363,748,000
Legal debt limit – real property	1.89%
Legal debt limit – personal/utility	5.00%
Borrowing limitation under the law - combined	\$292,570,698
Outstanding debt issued as of July 1, 2023	\$146,210,674
Debt margin as of July 1, 2023	\$146,360,024
Ratio of debt to assessed property value	.98%

The St. Mary's County Code Legal Debt Limit may not exceed 3.15% of the assessable real property base of the County. An amount equal to forty (40) percent of the limitation shall be available to the St. Mary's County Metropolitan Commission for all bonds or other evidence of indebtedness of the Commission. The remaining sixty (60) percent or 1.89% is included in the above calculation. 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, 2023 is estimated to be .98%. By comparison, the ratio as of July 1, 2022 was 1.03%. Based on the plan, and other assumptions, the ratio is estimated to range from 1.11% to 1.43% 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 FY2023 was 4.39%. Based on the capital plan, and other assumptions, the ratio is expected to be 5.13% in FY2024, and is expected to range from 5.10% to 6.60% in the 6 year plan.

**DEBT CAPACITY - CSMC**

Fiscal year	2022	2023	2024	2025	2026	2027	2028	2029
Real Property/Assessable Base 03-31-2023	13,297,426,699 3.2%	13,805,574,081 3.8%	14,582,156,000 5.6%	15,194,606,552 4.2%	15,832,780,027 4.2%	16,497,756,788 4.2%	17,190,662,573 4.2%	17,912,670,402 4.2%
Personal Property & Utilities Assessment 3-31-2023	321,095,000 2.5%	362,195,000 12.8%	363,748,000 0.4%	383,026,644 5.3%	403,327,056 5.3%	424,703,390 5.3%	447,212,670 5.3%	470,914,941 5.3%
Legal Debt Limit - 3.15% County - 60% <b>2021 Legislation - ch. 510 - rate 1.89%</b>	251,321,365	260,925,350	275,602,748	287,178,064	299,239,543	311,807,603	324,903,523	338,549,471
Personal Property & Utilities 5%	16,054,750	18,109,750	18,187,400	19,151,332	20,166,353	21,235,170	22,360,633	23,545,747
<b>Total Limit - 1.89% and 5%</b>	267,376,115	279,035,100	293,790,148	306,329,396	319,405,895	333,042,773	347,264,156	362,095,218
Potential Borrowing - County	-	30,000,000	30,000,000	30,000,000	50,000,000	25,000,000	25,000,000	20,000,000
Calculations based on potential borrowing								
Outstanding Debt - County Audit	124,691,137	146,210,674	166,481,210	187,109,293	227,588,928	241,000,904	253,070,675	258,742,187
Total Debt - County	124,691,137	146,210,674	166,481,210	187,109,293	227,588,928	241,000,904	253,070,675	258,742,187
<b>Outstanding Debt as % of Base</b>	<b>0.92%</b>	<b>1.03%</b>	<b>1.11%</b>	<b>1.20%</b>	<b>1.40%</b>	<b>1.42%</b>	<b>1.43%</b>	<b>1.41%</b>
<b>Debt Margin</b>	<b>142,684,978</b>	<b>132,824,426</b>	<b>127,308,938</b>	<b>119,220,103</b>	<b>91,816,967</b>	<b>92,041,869</b>	<b>94,193,481</b>	<b>103,353,031</b>
20 years, 4% County PRINCIPAL INTEREST	10,100,462 4,520,741	8,480,463 4,927,464	9,729,464 5,868,926	9,371,917 6,684,189	9,520,365 7,882,355	11,588,024 8,871,620	12,930,229 9,310,847	14,328,488 9,597,998
Total debt service	14,621,203	13,407,927	15,598,390	16,056,106	17,402,720	20,459,644	22,241,076	23,926,486
Approved Bond Authority \$125,124,310 after sale 7-26-2022 & with new \$56 million	76,778,369	(14,032,891)	26,375,711	35,451,287	551,833			
Bonds Unissued - beginning of year	50,418,747	76,778,369	62,745,479	59,121,190	64,572,477	60,589,097	62,508,818	62,069,499
Borrowing - Estimated each year	-	(30,000,000)	(30,000,000)	(30,000,000)	(50,000,000)	(25,000,000)	(25,000,000)	(20,000,000)
Adjustments to current unexpended (i.e. FINXX) through 3-2023	850,890	(2,603,969)	(9,729,464)	(9,371,917)	(9,520,365)	(11,588,024)	(12,930,229)	(14,328,488)
Premium from Bond Sale		(3,774,863)						
<b>GOB FY2024 Approved</b>	<b>25,508,732</b>	<b>22,345,941</b>	<b>26,375,711</b>	<b>35,451,287</b>	<b>46,016,620</b>	<b>26,919,721</b>	<b>24,560,681</b>	<b>16,145,980</b>
New Bonds Unissued	76,778,369	62,745,479	59,121,190	64,572,477	60,589,097	62,508,818	62,069,499	58,215,479
Prior Outstanding Debt	134,791,575	124,691,137	146,210,674	166,481,210	187,109,293	227,588,928	241,000,904	253,070,675
Plus New Debt	-	30,000,000	30,000,000	30,000,000	50,000,000	25,000,000	25,000,000	20,000,000
Less Principal Payments	(10,100,462)	(8,480,463)	(9,729,464)	(9,371,917)	(9,520,365)	(11,588,024)	(12,930,229)	(14,328,488)
Outstanding Debt	124,691,137	146,210,674	166,481,210	187,109,293	227,588,928	241,000,904	253,070,675	258,742,187
General Fund Operating Budget - Revenues -Recurring	291,622,364	299,829,819	304,196,923	314,809,921	326,418,013	338,512,223	351,114,303	362,349,961
Percent Increase/Change	1.8%	2.8%	1.5%	3.5%	3.7%	3.7%	3.7%	3.2%
<b>Debt Service</b>	14,621,203	13,407,927	15,598,390	16,056,106	17,402,720	20,459,644	22,241,076	23,926,486
<b>Debt Service as % of Total Revenues</b>	<b>5.01%</b>	<b>4.47%</b>	<b>5.13%</b>	<b>5.10%</b>	<b>5.33%</b>	<b>6.04%</b>	<b>6.33%</b>	<b>6.60%</b>



COMMISSIONERS OF ST. MARY'S COUNTY

Notes to the Financial Statements  
June 30, 2022

7. FUND BALANCES

A summary of the nonspendable, restricted, committed, assigned and unassigned fund balances as of June 30, 2022 are as follows:

	General Fund	Special Revenue Funds			Debt Service Fund	
		Fire and Rescue Revolving Loan Fund	Emergency Services Support Fund	Emergency Services Billing Fund	Special Assessments	Capital Projects Fund
<b>Nonspendable</b>						
Inventory	\$ 1,314,844	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund advance (Wicomico)	436,158	-	-	-	-	-
<b>Total nonspendable</b>	<b>1,751,002</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Restricted</b>						
County matching funds for approved grants	482,106	-	-	-	-	-
<b>Total restricted</b>	<b>482,106</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Committed</b>						
Bond rating reserve	\$ 17,990,000	\$ -	\$ -	\$ -	\$ -	\$ -
Rainy day fund	1,625,000	-	-	-	-	-
Operating budget, non-recurring items	25,000,000	-	-	-	-	-
Other, net, including grants	-	1,677,823	-	906,510	552,167	-
Land preservation	-	-	-	-	-	2,266,924
Various capital projects - transfer tax	-	-	-	-	-	26,070,377
County pay-go	-	-	-	-	-	7,666,756
Roads - impact fees	-	-	-	-	-	1,334,754
Roads - mitigation	-	-	-	-	-	364,460
Parks - impact fees	-	-	-	-	-	422,442
Parks - mitigation	-	-	-	-	-	753
Schools - impact fees	-	-	-	-	-	4,290,781
Schools - mitigation	-	-	-	-	-	34,125
<b>Total committed</b>	<b>44,615,000</b>	<b>1,677,823</b>	<b>-</b>	<b>906,510</b>	<b>552,167</b>	<b>42,451,372</b>
Assigned	7,235,572	-	-	-	-	-
Unassigned	36,831,852	-	(153,966)	-	-	(13,308,992)
<b>Total fund balances</b>	<b>\$ 90,915,532</b>	<b>\$ 1,677,823</b>	<b>\$ (153,966)</b>	<b>\$ 906,510</b>	<b>\$ 552,167</b>	<b>\$ 29,142,380</b>

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, 2022

### 7. FUND BALANCES (continued)

The non-spendable fund balance includes:

- Inventory - The amount of inventory as of June 30, 2022 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 FY2022, but for which the period extends beyond June 30, 2022. 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 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	\$	5,330,226
Miscellaneous revolving fund		1,105,346
Contingency reserve		<u>800,000</u>
	\$	<u>7,235,572</u>

## COMMISSIONERS OF ST. MARY'S COUNTY

### Notes to the Financial Statements

June 30, 2022

#### 7. FUND BALANCES (continued)

When unassigned fund balance is used, it is used for one-time, non-recurring expenses. In May 2022, as part of the approval of the fiscal year 2023 budget, the Board approved to use Fiscal year 2021 unassigned fund balance for operating non-recurring \$4,058,950 and Pay-Go to other funds of \$20,941,050. A total amount of \$26,178,909 remains unused of the fiscal year 2021 unassigned fund balance; to help avoid sudden disruption or elimination of services, by allowing time for a plan to be developed to address such changes, revenue shortfalls or cost shifts.

And, given the still uncertain economy and the Federal budget situation and its impact on the 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>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
<b>Revenues</b>					
Property Taxes	\$ 118,449,980	\$ 115,718,458	\$ 113,230,333	\$ 110,200,973	\$ 109,091,603
Income Taxes	122,381,215	127,908,783	107,335,235	97,443,439	90,410,603
Other Local Taxes	13,775,630	11,916,775	9,366,413	8,927,308	8,441,786
Highway User Revenues	1,993,427	1,856,482	1,552,854	1,674,910	1,187,782
Licenses & Permits	696,056	869,164	700,176	1,547,506	1,533,482
Intergovernmental	18,950,537	23,801,412	10,948,940	6,193,223	7,105,344
Charges for Services	3,791,674	3,885,094	3,067,568	3,365,994	3,023,296
Fines & Forfeitures	37,401	19,990	17,909	223,225	376,635
Other Revenues	1,748,253	2,610,861	1,678,911	2,077,767	1,132,282
<b>Total Revenues</b>	<u>281,824,173</u>	<u>288,587,019</u>	<u>247,898,339</u>	<u>231,654,345</u>	<u>222,302,813</u>
<b>Expenditures</b>					
General Government	28,318,636	27,877,254	25,840,297	23,672,862	22,039,539
Public Safety	63,902,328	67,426,938	51,374,526	45,633,466	41,447,745
Public Works	12,293,725	11,573,933	9,507,202	10,381,218	12,730,147
Health	8,167,252	3,929,912	3,656,714	2,789,716	3,024,679
Social Services	4,643,445	3,846,926	3,975,321	4,418,434	4,278,970
Primary & Secondary Education	117,466,739	111,930,187	108,833,498	106,264,748	104,290,217
Post-Secondary Education	4,646,956	4,558,686	4,807,300	4,375,137	4,272,365
Parks, Recreation & Culture	4,932,183	4,162,878	4,067,325	4,053,440	3,879,847
Libraries	3,078,258	2,966,364	2,964,146	2,878,050	2,800,572
Conservation of Natural Resources	381,276	356,372	361,975	680,202	361,450
Agriculture	91,975	79,474	-	-	-
Economic Development & Opportunity	2,764,346	5,197,468	2,551,733	2,463,971	2,773,722
Debt Service	14,523,048	12,505,995	13,059,682	11,635,436	11,228,198
Other, principally OPEB	6,153,419	5,983,277	3,871,540	4,163,946	3,222,191
<b>Total Expenditures</b>	<u>271,363,586</u>	<u>262,395,664</u>	<u>234,871,259</u>	<u>223,410,626</u>	<u>216,349,642</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	10,460,587	26,191,355	13,027,080	8,243,719	5,953,171
<b>Other Financing Sources &amp; Uses</b>					
Exempt Financing Proceeds		924,140	-	-	4,757,943
Subsidy to Enterprise Fund	-	-	-	-	-
Capital Projects-General Fund PayGo	(7,663,833)	(4,680,000)	(12,989,427)	(2,774,891)	(365,518)
Total Other Financing & Uses	(7,663,833)	(3,755,860)	(12,989,427)	(2,774,891)	4,392,425
<b>Net Increase(Decrease) in Fund Balances</b>	2,796,754	22,435,495	37,653	5,468,828	10,345,596
<b>FUND BALANCE</b>					
Beginning of the year	88,118,778	65,683,283	65,645,630	60,176,802	49,831,206
End of Year	<u>\$ 90,915,532</u>	<u>\$ 88,118,778</u>	<u>\$ 65,683,283</u>	<u>\$ 65,645,630</u>	<u>\$ 60,176,802</u>

**General Fund**  
**Summary of Fund Balance**  
**Fiscal Years Ended June 30**

	Fiscal Year				
	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Fund Balances:					
Non-Spendable	\$ 1,751,002	\$ 1,720,180	\$ 2,002,056	\$ 2,091,715	\$ 2,232,100
Restricted	482,106	382,700	301,231	289,194	229,487
Committed	44,615,000	30,961,769	24,301,718	30,800,334	17,334,227
Assigned	7,235,572	3,875,220	5,593,102	2,118,088	3,879,316
Unassigned	<u>36,831,852</u>	<u>51,178,909</u>	<u>33,485,176</u>	<u>30,346,299</u>	<u>36,501,672</u>
Total Fund Balance	<u>\$ 90,915,532</u>	<u>\$ 88,118,778</u>	<u>\$ 65,683,283</u>	<u>\$ 65,645,630</u>	<u>\$ 60,176,802</u>

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

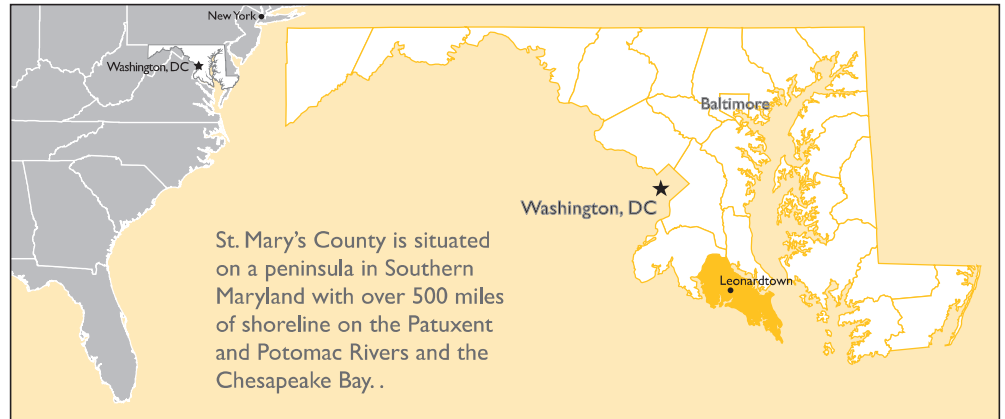
# Brief Economic Facts

## 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 AeroPark Innovation District will become a center for innovation and collaboration as the University System of Maryland (USM) expands its footprint and public-private partnerships facilitate development and growth. The new Southern Maryland Autonomous Research and Technology



### 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
Pittsburg, Pennsylvania	277	446
Richmond, Virginia	95	152
Washington, DC	54	87

### CLIMATE AND GEOGRAPHY<sup>1</sup>

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 (ft)	sea level to 192

### POPULATION<sup>2,3</sup>

	St. Mary's County Households	St. Mary's County Population	Southern Maryland*	Maryland
2010	37,600	105,151	335,458	5,773,552
2020	41,675	114,687	372,195	6,055,802
2030**	48,450	127,840	407,360	6,254,500

\*Calvert, Charles, and St. Mary's counties

\*\*Projections

Selected places population (2020): California 12,947; Lexington Park 13,317; Golden Beach 3,620; Leonardtown 4,745; Mechanicsville 1,724; Charlotte Hall 1,740

### POPULATION DISTRIBUTION<sup>2,3</sup> (2020)

Age	Number	Percent
Under 5yrs	7188	6.4%
5 - 19 yrs	23527	20.8%
20 - 44 yrs	37541	33.1%
45 -64 yrs	30395	26.8%
65 and over	14531	12.8%
Total	113182	100.0
Median Age		36.5 Years

# Brief Economic Facts ST. MARY'S COUNTY, MARYLAND

## LABOR AVAILABILITY<sup>3,4,5</sup> (BY PLACE OF RESIDENCE)

Civilian Labor Force (2021 avg.)	County	Labor Mkt. Area*
Total civilian labor force	57,574	192,556
Employment	54,995	182,800
Unemployment	2,579	9,756
Unemployment rate	4.5%	5.1%

Residents commuting outside the county to work (2016-2020)	Number	Percent
	9,926	18.8%

### Employment in selected occupations (2016-2020)

Occupation	Number	Percent
Management, business, science and arts	25,826	46.2%
Service	8,181	14.6%
Sales and office	9,953	17.8%
Production, transp. and material moving	5,738	10.3%

\*St. Mary's, Calvert and Charles counties.

## MAJOR EMPLOYERS<sup>6,7</sup> (2020-2021)

Employer	Product/Service	Employment
Naval Air Station Patuxent River*	Military installation	10,000
MedStar St. Mary's Hospital	Hospital system	1,260
The Vertex Company	Aircraft services, logistics	800
KBRwyle	Logistics, eng., 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
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
SAIC	Engr. And mgmt. services	300
CACI	Systems engr. and services	280
Sikorsky	Engineering, logistics	280
Precise System	Engineering, IT, management	250
Smartronix	Engineering, IT	250
MIL	Cybersecurity	245
Spalding Consulting	Financial and IT mgmt.	245
Sabre Systems	Engineering ,and 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

## EMPLOYMENT<sup>4</sup> (2021)

Industry	Estab-lishments	Annual Avg. Empl.	Empl. %	Avg. Wkly. Wage
Federal Government	39	10,480	22.6%	\$2,254
State Government	11	1020	2.2%	998
Local Government	57	3,777	8.1%	1,143
Private Sector	2,083	31,122	67.1%	1,257
Natural resources and mining	19	74	0.2%	735
Construction	276	2,022	4.4%	1,259
Manufacturing	47	588	1.3%	1,556
Trade, Transportation, and utilities	420	6,983	15.0%	853
Information	16	106	0.2%	1,016
Financial activities	152	679	1.5%	1,375
Professional and business services	485	11,355	24.5%	1,835
Education and health services	246	4,585	9.9%	1,217
Leisure and hospitality	236	3,875	8.4%	408
Other Services	179	845	1.8%	706
<b>Total</b>	<b>2,191</b>	<b>46,400</b>	<b>100.0%</b>	<b>1,467</b>

Includes civilian employment only

## HOURLY WAGE RATES<sup>4</sup> (2021)

Selected Occupations	Median	Entry	Skilled
Accountants	\$37.96	\$23.75	\$47.66
Aerospace engineers	\$59.42	\$39.00	\$68.24
Assemblers and Fabricators	\$23.13	\$16.08	\$29.65
Bookkeeping/accounting clerks	\$22.52	\$15.82	\$26.40
Computer hardware engineers	\$57.04	\$38.21	\$63.88
Computer systems analysts	\$38.75	\$28.93	\$52.69
Computer user support specialists	\$23.42	\$17.68	\$31.92
Customer service representatives	\$14.56	\$13.00	\$19.84
Electrical engineers	\$50.30	\$37.81	\$61.79
Electronics engineering technicians	\$64.80	\$48.11	\$72.53
Freight, stock and material movers	\$16.71	\$13.13	\$19.29
Industrial truck operators	\$21.81	\$17.24	\$25.17
Information security analyst	\$48.56	\$33.28	\$62.14
Inspectors, testers, sorters	\$26.65	\$19.02	\$33.24
Machinists	\$30.74	\$22.48	\$34.90
Mechanical Engineers	\$50.00	\$35.23	\$59.46
Network support specialists	\$48.18	\$34.15	\$57.46
Packers and packagers hand	\$16.44	\$13.60	\$18.37
Secretaries	\$22.38	\$15.61	\$26.19
Shipping/receiving clerks	\$17.68	\$13.73	\$21.66
Stock clerks and order fillers	\$14.10	\$12.61	\$16.71

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<sup>3,8</sup>

### Educational Attainment - age 25 & over (2016-2020)

High school graduate or higher	90.4%
Bachelor's degree or higher	32.0%

### Public Schools

Number: 18 elementary; 4 middle/comb.; 3 high; 1 career/tech; 1 charter

Enrollment: 17,480

Cost per pupil: \$14,337

Students per teacher: 15.6

High school career / tech enrollment: 2,424

High school graduates: 1,194

Nonpublic Schools Number: 36

### Higher Education (2020)

	Enrollment	Degrees
--	------------	---------

#### 2-year institution

College of Southern Maryland*	6,081	2,055
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#### 4-year institutions

St. Mary's College of Maryland	1,511	421
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Johns Hopkins University, University of Maryland College Park, and 7 other institutions offer programs at the University System of Maryland at Southern Maryland. In addition, the Florida Institute of Technology offers coursework at the Frank Knox Center at NAS Patuxent River.

\*Includes four campuses in Calvert, Charles and St. Mary's counties

## TAX RATES<sup>9</sup>

	St. Mary's County	Maryland
<b>Corporate Income Tax (2022)</b>	none	8.25%

Base – federal taxable income

<b>Personal Income Tax (2022)</b>	3.10%	2.0-5.75%
-----------------------------------	-------	-----------

Base – federal adjusted gross income

\*Graduated rate peaking at 5.75% on taxable income over \$300,000

<b>Sales &amp; Use Tax (2022)</b>	none	6.0%
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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

<b>Real Property Tax (FY 22)</b>	\$0.8478	\$0.1120
----------------------------------	----------	----------

Effective rate per \$100 of assessed value

In an incorporated area, a municipal rate will also apply

<b>Business Personal Prop. Tax (FY 22)</b>	\$2.1195	none
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Rate per \$100 of depreciated value

Exempt – manufacturing, R&D and warehousing inventory (Upon application to the county, a new or expanding firm may be eligible for a tax credit on manufacturing and R&D machinery, equipment, materials and supplies) In an incorporated area, a municipal rate will also apply; municipal exemptions may be available

### Major Tax Credits Available

Enterprise Zone, Job Creation, More Jobs for Marylanders, R&D, New Jobs, Biotechnology and Cybersecurity Investment, A&E District. Local tax Incentives – New and Expanding Business Tax Credit and the Property Tax Challenge

## INCOME<sup>3</sup> (2016-2020)

Distribution	Percent Households		
	St. Mary's Co.	Maryland	U.S.
Under \$25,000	10.9%	12.8%	18.4%
\$25,000 - \$49,999	13.4%	15.4%	20.6%
\$50,000 - \$74,999	14.4%	15.2%	17.2%
\$75,000 - \$99,999	13.3%	13.0%	12.8%
\$100,000 - \$149,999	22.2%	19.3%	15.6%
\$150,000 - \$199,999	14.0%	10.8%	7.1%
\$200,000 and over	11.9%	13.4%	8.3%
Median household	\$95,864	\$87,063	\$64,994
Average household	\$111,381	\$114,236	\$91,547
Per Capita	\$41,430	\$43,352	\$35,384
Total income (millions)	\$4,598	\$254,806	\$11,201,162

## HOUSING<sup>3,10</sup>

Occupied Units 2016-2020 41,280 (70.30% owner occupied)

### Housing Transactions

Units Sold	2,214
Median Selling Price	\$345,000

\*All multiple listed properties excludes auctions and FSBO

## BUSINESS AND INDUSTRIAL PROPERTY<sup>6</sup>

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 AeroPark 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 AeroPark Innovation District. Major business parks include: AeroPark Innovation District, Wildewood Technology Park, Lexington Park Corporate Center, Exploration and Expedition Parks, Willows Run, and St. Mary's Industrial Park.

TechPort @ the Airport Technology Incubator, California MD  
Focus on UAS and startups commercializing Navy patents

Market Profile Data (2019)	Low	High	Average
<b>Land – cost per acre</b>			
Industrial	\$12,000	\$471,000	\$156,600
Office/Commercial	\$9,100	\$2,525,600	\$284,500
<b>Rental Rates – per square foot</b>			
Warehouse / Industrial	\$7.52	\$10.15	\$8.37
Flex / R&D / Technology	\$11.05	\$13.28	\$11.82
Class A Office	\$19.45	\$21.22	\$20.18



## 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](http://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, and Wine Festival For more information, visit [www.VisitStMarysMd.com](http://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

## GOVERNMENT

**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

David Weiskopf, County Administrator 301.475.4200, ext. 1321

**Website:** [www.stmarysmd.com](http://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](mailto:ded@stmarysmd.com)

[www.yesstmarysmd.com](http://www.yesstmarysmd.com)

### Sources:

1 National Oceanic and Atmospheric Administration (1981-2010 normals); Maryland Geological Survey

2 American Community Survey

3 U.S. Bureau of the Census

4 Maryland Department of Labor, Office of Workforce Information and Performance

5 U.S. Bureau of Labor Statistics

6 St. Mary's County Department of Economic Development

7 Maryland Department of Commerce

8 Maryland State Department of Education; Maryland Higher Education Commission

9 Maryland State Department of Assessments and Taxation; Comptroller of the Treasury

10 Maryland Association of Realtors

11 Maryland State Archives; Maryland Association of Counties



**RESOLUTION**

WHEREAS, Article 95, S22F, Annotated Code of Maryland and State Finance and Procurement Article S6-222 requires that local government investment guidelines be published and meet certain criteria, and

WHEREAS, it is the policy of St. Mary's County to invest public funds in a manner which will conform to all State of Maryland and County statutes governing the investment of public funds while meeting its daily cash flow demands and providing a return at least equal to the three month Treasury bill yield.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED by the County Commissioners of St. Mary's County, Maryland effective this date, that the attached St. Mary's County Investment Policy is established and ordered to be followed effective September 1, 1995. Any conflicting investment policies, including Chapter 163-1 of the Code of St. Mary's County, are hereby repealed.

DATE OF ADOPTION: August 22, 1995

EFFECTIVE DATE: September 1, 1995

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

  
BARBARA R. THOMPSON, President

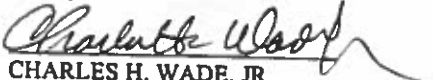
  
D. CHRISTIAN BRIGMAN, Commissioner

  
PAUL W. CHESSER, Commissioner

  
FRANCES P. EAGAN, Commissioner


  
LAWRENCE D. JARBOE, Commissioner

ATTEST:  
  
W. ALECK LOKER  
County Administrator

  
CHARLES H. WADE, JR.  
Director of Finance

RECORDING FEE 3.00  
TOTAL 6.00  
Res#SN83 Ref#999999  
EHA NB BIL#1342  
Aug 25, 1995 03:51 PM

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

  
DOUGLAS S. DURKIN  
County Attorney

BOOK 0000 PAGE 0523

ST. MARY'S COUNTY  
INVESTMENT POLICY

Adopted: August 22, 1995

BOOK 0009 PAGE 0524  
**ST. MARY'S COUNTY  
INVESTMENT POLICY**

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BOOK 0000 PAGE 0020  
**ST. MARY'S COUNTY  
INVESTMENT POLICY**

**L POLICY**

It is the policy of St. Mary's County (hereinafter referred to as "the County") to invest public funds in a manner which will conform to all State of Maryland and County statutes governing the investment of public funds while meeting its daily cash flow demands and providing a return at least equal to the three month Treasury bill yield.

**II. SCOPE**

This investment policy applies to all financial assets of the County. These funds are accounted for in the County's Comprehensive Annual Financial Report and include:

- A. General Fund
- B. Special Revenue Funds
- C. Capital Project Funds
- D. Enterprise Funds
- E. Special Assessment Funds
- F. Trust and Agency Funds
- G. Any new funds as provided by county ordinance.

**III. PRUDENCE**

A. The standard of prudence to be applied by the investment officer shall be the "prudent person" rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The prudent person shall be applied in the context of managing the overall portfolio.

B. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall not be held personally responsible for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

#### IV. OBJECTIVE

The primary objective, in priority order, of the County's investment activities shall be:

A. Safety: Safety of principal is the foremost objective of the investment program. Investments of the County shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification, third party collateralization and safekeeping, and delivery versus payment will be required.

B. Liquidity: The County's investment portfolio will remain sufficiently liquid to enable the County to meet all operating requirements which might be reasonably anticipated.

C. Return on Investment: The County's investment portfolio shall be designed with the objective of attaining a return at least equal to the three month U.S. Treasury bill yield. The three month Treasury benchmark was selected after considering the County's investment risk constraints and the cash flow characteristics of the portfolio.

#### V. DELEGATION OF AUTHORITY

A. Authority to manage the County's investment program is derived from State law (Article 95 and Title 6 of the Finance and Procurement Article of the Annotated Code of Maryland).

B. The Director of Finance shall develop and maintain written administrative procedures, with the approval of the Board of County Commissioners of St. Mary's County, for the operation of the investment program, consistent with this investment policy. Such procedures shall include:

1. Explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance.

2. Procedures should include reference to safekeeping, Public Securities Administration approved repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service agreements.

3. The Director of Finance shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials (investment officers).

#### VI. ETHICS AND CONFLICTS OF INTEREST

Officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Director of Finance any material financial interests in financial institutions that conduct business

within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the County's portfolio. Employees and officers shall subordinate their personal investment transactions to those of the County, particularly with regard to the time of purchases and sales.

## VII. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Director of Finance shall maintain a list of approved security broker dealers selected by credit worthiness who are authorized to provide investment services in the state of Maryland who provide investment services to St. Mary's County. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1. No deposit shall be made except in an institution which is a qualified public depository as established by the State of Maryland. All financial institutions and broker/dealers who desire to become qualified brokers for investment transactions must supply the Investment Officer with the following: audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of registration with the State of Maryland, and certification of having read the County's Investment Policy and depository contracts. An annual review of the financial condition and registrations of qualified bidders will be conducted by the Director of Finance. A current audited financial statement is required to be on file for each financial institution or broker/dealer through which the County invests.

1. All dealers must agree to the County's policy of delivery-versus-payment as described in Section XI of this policy.

2. The firm must provide copies of its audited financial statements, which are reviewed carefully to assure that the firm is on sound financial footing. The firm must also have adequate capital to fulfill its commitments under adverse market conditions.

3. The firm must be registered in the State of Maryland with a record for responsible business practices and professional integrity. The dealer must also provide adequate research facilities and market related information.

4. The County will deal only through knowledgeable and experienced salesmen. To meet this criterion, the firm will send resume information on the salesman with whom the County will be dealing. The firm will also send a list of other Governments that buy and sell securities through their firm in order for the County to obtain references.

### A. Commercial Banks:

The County can only invest in banks located in the State of Maryland (Certificates of Deposit) with the exception of Bankers Acceptances which are discussed in Section VIII of this policy. Commercial Banks must have a short-term rating of at least investment grade from the appropriate bank rating agencies. All banks shall provide their most recent Consolidated Report of Condition ("call" report) at the request of the County. The county shall conduct an annual evaluation of each bank's credit worthiness to determine whether it should be on the "Qualified Institution" listing.

**B. Money Market Treasury Funds:**

The fund must be comprised only of obligations issued or guaranteed as to principal and interest by the U.S. Government and to repurchase agreements fully collateralized by U.S. Government obligations. The management company of the fund must take delivery of the collateral either directly or through an authorized custodian. The County is also authorized to invest in the Maryland Local Government Investment Pool which functions as a U.S. Treasury Money Market Fund.

**VIII. DIVERSIFICATION IN AUTHORIZED & SUITABLE INVESTMENTS**

The County will diversify to avoid unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. Maryland State law pertaining to authorized instruments is attached.

	<u>Maximum Percent of Portfolio</u>
<b>A. <u>Diversification by Instrument</u></b>	
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. Diversification of Maturities**

In order to meet the objectives of the County's investment activities as listed in Section IV of this policy, the majority of the investments of the County will be on a short term basis. (Less than one year). However, a portfolio can contain investments with longer maturities (up to two years) without jeopardizing adequate safety and liquidity standard of the portfolio and at the same time increasing the overall yield of the portfolio. The investments in long-term maturities will be limited to direct federal government obligations and to securities issued by the U.S. Government agencies. The length of maturity of the security will not exceed two years from the time of the County's purchase.

**IX. BORROWING**

The County may not borrow solely for the purpose of investment and may not invest in a manner inconsistent with the Investment Policy.

**X. COLLATERALIZATION**

A. Collateralization will be required on two types of investments: certificates of deposit and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be at least 102% of market value of principal and accrued interest.

B. Collateral will always be held by an independent third party with whom the County has a current custodial agreement.

C. Acceptable collateral is specified under Section 6-202 of Title 6 of the State Finance and Procurement Article of the Annotated Code of Maryland. However, the third party trust custodian, who holds the collateral, has the right to reject otherwise acceptable collateral based on their discretion concerning market conditions.

D. The right of collateral substitution is granted, and all associated costs will be paid by the seller. (Financial institution).

**XI. SAFEKEEPING AND CUSTODY**

All security transactions, including collateral for repurchase agreements, entered into by the County shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the Director of Finance. All repurchase agreements will be governed by a Master Repurchase Agreement signed by the appropriate officials of the County and the government dealer.

**XII. INTERNAL CONTROLS**

The Director of Finance shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and investment officers of the County. An audit of the internal controls of the investment operation is part of the annual financial audit conducted by an outside independent audit company.

**XIII. PERFORMANCE STANDARDS**

The County's investment strategy in general is passive. However, the strategy is active under special extenuating circumstances. Given this strategy and taking into account the County's investment risk constraints and cash flow needs, the three month U.S. Treasury Bill yield was selected to gauge the County's investment portfolio performance.



**XIV. REPORTING REQUIREMENTS**

An investment officer shall generate quarterly reports for management purposes. In addition, the County Commissioners will be provided quarterly reports which will include data on investment instruments being held, as well as any narrative necessary for clarification.

**XV. INVESTMENT POLICY ADOPTION**

The Director of Finance may recommend changes in these policies for approval by the County Commissioners at any time as long as the changes are in compliance with the Annotated Code of Maryland. These changes should be written and provided to the County Commissioners of St. Mary's County. Exceptions to these policies may be made by securing the approval of the Director of Finance and documented in writing.

## GLOSSARY

AGENCIES:	Federal agency securities.
BANKERS' ACCEPTANCE (BA):	A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.
BROKER:	A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.
COLLATERAL:	Securities, evidences of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.
CERTIFICATE OF DEPOSIT (CD):	A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.
DEALER:	A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.
DELIVERY VERSUS PAYMENT:	There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (also called free). Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.
DISCOUNT SECURITIES:	Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury bills.
DIVERSIFICATION:	Dividing investment funds among a variety of securities offering independent returns.
FEDERAL CREDIT AGENCIES:	Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

**FEDERAL FUNDS RATE:**

The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

**FEDERAL OPEN MARKET COMMITTEE (FOMC):**

Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

**FEDERAL RESERVE SYSTEM:**

The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 Regional Banks and about 5,700 commercial banks that are members of the system.

**FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC):**

A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

**FEDERAL HOME LOAN BANKS (FHLB):**

The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-a-vis member commercial banks.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA):**

FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing & Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

GOVERNMENT NATIONAL  
MORTGAGE ASSOCIATION  
(GNMA or Ginnie Mae)

Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA or FMHM mortgages. The term pass-throughs is often used to describe Ginnie Mae's.

LIQUIDITY:

A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL GOVERNMENT  
INVESTMENT POOL (LGIP):

The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

MARKET VALUE:

The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE  
AGREEMENT:

A written contract covering all future transactions between the parties to repurchase-reverse repurchase agreements that established each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY:

The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET:

The market in which short-term debt instruments (bills, commercial paper, banker's acceptances, etc.) are issued and traded.

OPEN MARKET OPERATIONS:

Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

PORTFOLIO:	Collection of securities held by an investor.
PRUDENT PERSON RULE:	An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the State - the so-called legal list. In other states, the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.
PRIMARY DEALER:	A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker dealers, banks, and a few unregulated firms.
RATE OF RETURN:	The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.
QUALIFIED PUBLIC DEPOSITORIES:	A financial institution which does not claim exemption from the payment of any sales or compensating use of ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.
REPURCHASE AGREEMENT (Repo or Repos)	A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and terms of the agreement are structured to compensate him for this. Dealers use Repos extensively to finance their positions. Exception: When the Fed is said to be doing Repo, it is lending money, that is, increasing bank reserves.
SAFEKEEPING:	A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

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SECONDARY MARKET:

A market made for the purchase and sale of outstanding issues following the initial distribution.

SEC RULE 15C3-1:

See uniform net capital rule.

SECURITIES & EXCHANGE  
COMMISSION:

Agency created by Congress to protect investors in securities transactions by administering securities legislation.

TREASURY BILLS:

A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BOND:

Long-term U.S. Treasury securities having initial maturities of more than ten years.

TREASURY NOTES:

Intermediate term coupon bearing U.S. Treasury securities having initial maturities of from one to ten years.

YIELD:

The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD** or **YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

UNIFORM NET CAPITAL RULE:

Securities and Exchange Commission requirement that member firms as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. **Liquid capital includes cash and assets easily converted into cash.**

RESOLUTION

**PERTAINING TO THE ADOPTION OF A DEBT POLICY**

**WHEREAS**, the Board of County Commissioners of for St. Mary's County, Maryland, (hereinafter referred to as the "Board of County Commissioners") has general authority to adopt policies for St. Mary's County, Maryland; and

**WHEREAS**, pursuant to Chapter 693 of the 2009 Laws of Maryland, each local government unit shall adopt a local debt policy by resolution, motion or ordinance; and

**WHEREAS**, the local debt policy shall be consistent with the Maryland Constitution, State law, and all other applicable local laws; and

**WHEREAS**, the local debt policy must also meet the individual needs of the local government unit; and

**WHEREAS**, the Board of County Commissioners in FY2000 caused to be performed a Debt Affordability Study, and based on this study incorporated into its annual budget process beginning with FY2001 goals related to outstanding debt as a per cent of assessed value, debt service as a per cent of the budget, and bond rating reserve as a per cent of revenues, each of which is articulated in the debt policy; and

**WHEREAS**, the Board of County Commissioners wish to provide and formalize such a written policy to promote the continued sound financial management of St. Mary's County; and

**WHEREAS**, the local debt policy is intended to promote proper fiscal management, maintain intergenerational equity and meet the individual needs of St. Mary's County, Maryland; and

**WHEREAS**, the purpose of adopting a local debt policy for St. Mary's County is to provide guidelines for implementing procedures for issuing debt, monitoring debt management and other related services; and

**WHEREAS**, the Department of Finance has prepared the St. Mary's County, Maryland Debt Policy, attached as Exhibit "A."

**WHEREAS**, the Board of County Commissioners met in public session on September 29, 2009 and determined to adopt the Debt Policy.

**NOW, THEREFORE, BE IT RESOLVED AND ORDAINED**, by the Board of County Commissioners that the Debt Policy, attached hereto as Exhibit A, BE and the same hereby IS adopted as the official Debt Policy for St. Mary's County, Maryland.

**BE IT FURTHER RESOLVED**, by the Board of County Commissioners that a copy of this Resolution be sent to the Maryland State Treasurer.

**BE IT FURTHER RESOLVED**, by the Board of County Commissioners that the foregoing recitals are adopted as if fully rewritten herein.

**BE IT FURTHER RESOLVED**, by the Board of County Commissioners that this Resolution shall be effective upon the date written below.

Those voting aye: 5

Those voting nay: 0

Those abstaining or absent: 0

Approval Date: 9/29/09


Effective Date: 9/29/09

ATTEST:


  
\_\_\_\_\_  
John Savich  
County Administrator

**BOARD OF COUNTY COMMISSIONERS  
FOR ST. MARY'S COUNTY, MARYLAND**

  
\_\_\_\_\_  
Francis Jack Russell, Commissioner President

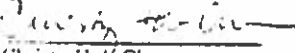
  
\_\_\_\_\_  
Kenneth R. Dement, Commissioner

  
\_\_\_\_\_  
Lawrence D. Jarhoe, Commissioner

  
\_\_\_\_\_  
Thomas A. Mattingly, Sr., Commissioner

  
\_\_\_\_\_  
Daniel H. Raley, Commissioner

Approved as to form and legal  
sufficiency:

  
\_\_\_\_\_  
Christy Holt Chesser  
County Attorney



**St. Mary's County, Maryland  
Debt Policy**

Attachment A  
to Resolution  
2009-28

**Purpose**

The following policies are enacted in an effort to standardize and rationalize the issuance and management of debt by St. Mary's County. A debt policy sets forth the parameters for issuing new debt and managing outstanding debt and provides guidance to decision makers.

The debt policy recognizes a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into the capital markets. Adherence to a debt policy helps to ensure that a government maintains a sound debt position and that credit quality is protected. Advantages of a debt policy are as follows:

- enhances the quality of decisions;
- rationalizes the decision-making process;
- identifies objectives for staff to implement;
- demonstrates a commitment to long-term financial planning objectives; and
- is regarded positively by the rating agencies.

Regular, updated debt policies can be an important tool to ensure the use of the County's resources to meet its commitments to provide needed services to the citizens of St. Mary's County and to maintain sound financial management practices. The County's debt program and capital budget and plan should be continuously monitored to ensure that it is in compliance with the debt policy. The debt policy should also be periodically updated to ensure that it remains consistent with financial and management objectives and capital market trends.

**Use of Debt Financing**

Before issuing debt, the County should consider other sources of funding available for capital project costs, including but not limited to transfer taxes, dedicated land preservation funding, impact fees, and pay-go, prior to issuing debt. Debt financing, to include general obligation bonds, revenue bonds, certificates of participation, commercial paper, lease/purchase agreements, and other obligations permitted to be issued or incurred, shall only be used to:

- 1) purchase capital assets, as long as the life of such assets is equal to or greater than the term of the debt;
- 2) to fund capital project costs, as identified in the County's Capital Budget and Plan
- 3) to finance Installment Purchase Agreements (IPA) related to land preservation
- 4) to fund the Fire and Rescue Revolving Loan Fund
- 5) when it is an appropriate means to achieve a fair allocation of costs between current and future beneficiaries.

- 6) as a conduit for public purpose entities such as St. Mary's Hospital, the Metropolitan Commission, and the Nursing Center, where such debt is re-paid by such entities

County debt will not be issued for periods exceeding the useful life or average useful lives of the project or projects to be financed. Debt should not be issued to fund operating deficits or the County's funding commitments related to post employment benefits including those of the Sheriff's Office Retirement Plan or the Retiree Benefit Trust of St. Mary's County.

The net proceeds of the sale of County bonds shall be used and applied exclusively and solely for the acquisition, construction, improvement or development of public facilities for which the bonds are sold, in accordance with State law, subject to re-alignment between eligible capital projects when excess proceeds are available.

### **Comprehensive Capital Planning**

The County will prepare a multi-year capital program for consideration and adoption by the County Commissioners as part of the County's budget process. The plan is updated annually. The Plan shall contain a comprehensive description of revenue sources and expenditures, the timing of capital projects for future operating and capital budgets, and consider the effect of the Plan on future debt sales, debt outstanding and debt service requirements.

The County plans long- and short-term debt issuance to finance its capital program based on its cash flow needs, sources of revenue, capital construction periods, available financing instruments and market conditions. The Chief Financial Officer oversees and coordinates the timing, issuance process and marketing of the County's borrowing and capital funding activities required in support of the capital improvement plan. The County finances its capital needs on a regular basis dictated by its capital spending pattern. The County monitors market conditions and takes advantage of refunding opportunities to reduce its interest cost as far as practicable.

### **Debt Affordability Measures**

General Obligation Bonds. Debt capacity shall be evaluated on an annual basis, at the time of the adoption of the Capital Improvement Plan. The County should examine statistical measures to determine debt capacity and affordability. Only two measures are legally binding -- the County's debt cannot exceed 2% of the total assessed valuation of all of the property in the County that is subject to County taxation during the County's most recent fiscal year and General Fund Debt Service shall not exceed 10% of the General Fund Budget.

Outstanding Debt as a percentage of assessed value is an important measure of the County's wealth to support present and future revenue/taxing capacity to meet obligations. Debt Service as a percentage of the General Fund Budget measures the resources that are available for day-to-day operations, as debt service is essentially paid for with General Fund revenues.

## Types of Debt

The County generally will issue long-term, tax-exempt revenue or General Obligation debt. It is acknowledged that circumstances may warrant the use of other debt instruments, and decisions should be made on a case-by-case basis, as follows:

General Obligation Bonds – General Obligation Bonds (GOB) are the most common form of debt instrument for St. Mary's County. These are generally tax-exempt and are backed by the full faith and credit of St. Mary's County. General Obligation Bonds are issued to finance the purchase and construction of infrastructure and facilities for a wide variety of functions such as transportation, public schools, community college, public safety, roads and highways, bridges and other programs. St. Mary's County issues General Obligation Bonds pursuant to chapter laws adopted from time to time by the Maryland General Assembly at the request of the County ("Chapter Law Authorization").

State/Federal Loan Programs – The County regularly participates in loan programs offered through Maryland Department of the Environment, Maryland Water Quality Loan Administration, and the Maryland department of Natural Resources. Additionally, the County may enter into similar debt pursuant to participation in other State or Federal programs. Interest rates are generally lower than those for which the County qualifies on its own merit in the open market. On occasion, loans may be for no interest. On some loans, the State or federal entity assesses fees to supplement the low interest rates.

The recently enacted American Recovery and Reinvestment Act ("ARRA") provides a number of taxable and tax-exempt financing options, some with a limited duration. St. Mary's County will review appropriate ARRA options and utilize them where such an issuance would benefit the County.

Short-Term Debt and Interim Financing. Use of short-term borrowing, such as bond anticipation notes (BANs) and tax-exempt commercial paper, should be undertaken only if the transaction costs plus interest of the debt are less than the cost of internal financing, or available cash is insufficient to meet working capital requirements. The term of short-term financing will be limited to the usual useful life of the asset, but in no case will exceed ten years.

Variable-Rate Debt. When appropriate, the County may choose to issue securities that pay a rate of interest that varies according to results from a periodic remarketing of the securities. The County should have no more than 15% of its outstanding general obligation bonds in variable rate form.

Lease/Purchase Agreements. The County may enter into short-term lease/purchase obligations to finance the acquisition of capital equipment and furnishings with estimated useful lives of less than ten years.

Conduit Financings. Conduit financings are securities issued by a government agency to finance a project of a third party, such as a non-profit organization or other private entity.

The County may sponsor conduit financings for those activities (e.g., economic development, housing, etc.) that have a general public purpose and are consistent with the County's overall service and policy objectives. Unless a compelling public policy rationale exists, such conduit financings will not in any way pledge the County's faith and credit.

The County will require such third parties to provide such information to the County as the County deems appropriate or necessary, including the provision of annual audited financial statements. Existing conduit financings do not in any way pledge the County's faith and credit. The County is not restricted from utilizing new conduit debt financing programs sponsored by the Federal or State governments that require a pledge of the full faith and credit of the County.

Installment Purchase Agreements. The County may enter into installment purchase agreements pursuant to Chapter 27 of the Code of St. Mary's County, to acquire under certain criteria development rights in tracts or parcels of agricultural and forestry land located in St. Mary's County as part of the County's Agricultural Land Preservation Program. An individual easement can be purchased from a landowner using an installment purchase agreement, as long as the maturity date of such agreement does not exceed 30 years from the date of execution. The county's obligation to make payments shall be a general obligation of the County made upon its full faith and credit. Such installment purchase agreements shall not be reflected as bonds or other evidences of indebtedness for the purpose of complying with the debt affordability measures defined previously as long as the County holds investment instruments that are guaranteed to yield proceeds adequate to pay the county's indebtedness under the installment purchase agreement.

Taxable Debt. State and local governments can gain several advantages by issuing taxable debt, namely the removal of arbitrage regulations and volume cap restraints. However, taxable debt also carries a higher interest rate than tax-exempt debt and eliminates one of the main advantages of purchasing municipal debt for bondholders. Accordingly, if the use of taxable debt is considered, the County will complete a thorough analysis of all attributes of such use, and only upon the advice of its Financial advisor.

Tax Increment Financing. Tax Increment Financing (TIF) zones may be established when revenues will recover the public cost of debt with adequate safety margin.

Capital Leases and/or Exempt Financing This form of financing is used regularly for the purchase of vehicles and equipment that may not qualify to be financed with General Obligation Bonds, or for which the term of the GOB is not appropriate. The term of this form of financing is typically five years, but may be longer depending upon the asset. The equipment being purchased is sometimes the collateral for the leases. Such agreements are subject to annual appropriation.

Interfund Loans Loans may be extended between funds of the County. In such an event, interest will accrue to the borrowing fund at least equal to the short-term interest rate the County receives on its idle proceeds. This rate shall be calculated monthly for any funds outstanding during that month. No interfund loans will be executed without a plan of repayment, approved by the Board of County Commissioners. The routine interfund balances that occur due to the pooling of the county's cash accounts does not constitute inter-fund debt.

Other Obligations Classified as Debt.

The amount of vested leave that may be reflected in the financials statements as debt is not included in measures used to evaluate the County's debt affordability.

Landfill closure and post closure care cost, which may be accrued consistent with generally accepted accounting principles and reflected in the financials statements as debt is not included in measures used to evaluate the County's debt affordability.

### Structural Features

Structure. Debt will be structured to achieve the lowest possible net cost to the County given market conditions, the urgency of the capital project, and the nature and type of security provided. The County may choose to structure debt repayment so as to wraparound existing obligations or to achieve other financial planning goals, but in most cases, it should strive for level debt service.

Repayment Schedule. To the extent possible, the County will design the repayment of its overall debt so as to recapture rapidly its credit capacity for future use. The County will strive to repay at least 20% of the principal amount of its general obligation debt within five years and at least 50% within ten years. Debt will not be issued for periods exceeding the useful life or average useful lives of the project or projects to be financed, and the date of maturity on County debt should not exceed 20 years, except for conduit debt or IPA related debt.

Credit Enhancement. The County may use credit enhancement (letters of credit, bond insurance, etc.) when net debt service on the bonds is reduced by more than the costs of the enhancement or to achieve the County's minimum bond rating requirement.

Derivative Products. The use of derivatives in administering debt can be useful to minimize risk, reduce costs, and provide flexibility. However, they can also add risk, restrict flexibility, or add cost. Accordingly, if the use of derivatives is considered, the County will complete a thorough analysis of all attributes of such use, giving consideration to factors outlined in GFOA's *Recommended Practice on Use of Derivatives by State and Local Governments*, and establish a policy for each such use.

It is the County policy to refrain from using derivatives. This policy is not intended to preclude the investment by the County in U.S. Treasury STRIPS (Separate Trading in

Registered Interest and Principal Securities) and, in particular, the County may invest in STRIPS in connection with its agricultural land preservation program.

### **Method of Sale**

Competitive Sale. Long-term bonds are generally issued through a competitive sale. The County and its financial advisor will set the terms of the sale to encourage as many bidders as possible. By maximizing bidding, the County seeks to obtain the lowest possible interest rates on its bonds. Bids will be awarded on a true interest cost basis (TIC), providing other bidding requirements are satisfied. In such instances where the County in a competitive bidding deems the bids received unsatisfactory, it may enter into negotiation for sale of the securities. The County shall adopt a form of notice of sale and advertisement in accordance with State law.

Negotiated Sale. Negotiated sales of debt will be considered only in extraordinary circumstances when the complexity of the issue requires specialized expertise, when a change of underwriter may result in losses (for example, changing the remarketing agent in midprogram for variable rate debt), when the negotiated sale would result in substantial savings in time or money, or when market conditions or County credit are unusually volatile or uncertain. Selection of the underwriting team shall be made pursuant to selection procedures set forth in this Debt Policy.

Electronic Sale. When deemed appropriate for cost savings, time savings, or marketing purposes, the County may conduct electronic bond sales. Selection of the electronic bidding platform shall be made based on the advice of the County's financial advisor.

Private Placement. In some unusual circumstance, the County may elect to sell its debt through a private placement or limited public offering.

### **Selection of Finance Consultants and Service Providers**

The County employs outside financial consultants to assist in developing a bond issuance strategy, preparing bond documents and marketing bonds to investors. The key players in the County's financing transactions include its financial advisor and bond counsel, the underwriter (on a negotiated sale) and County representatives (the Chief financial Officer, Deputy Director of finance, and the County Administrator, among others). Other outside firms, such as those providing paying agent/registrar, trustee, credit enhancement, auditing, or printing services, are retained as required.

The County's Chief Financial Officer shall be responsible for securing professional services that are required to develop and implement the County's debt program, with emphasis placed on the qualifications and experience of the service providers, and securing such services at competitive prices.

Financial Advisor. For each County bond sale the financial advisor should provide the Chief Financial Officer with information on pricing and underwriting fees for comparable sales by other issuers. The financial advisor Firm should also be advising the county on opportunities for refunding of its current debt.

Bond Counsel. The County will retain external bond counsel for all debt issues. All debt issued by the County will include a written opinion by bond counsel affirming that the County is authorized to issue the debt, stating that the County has met all requirements necessary for issuance, and determining the debt's federal income tax status.

Underwriters. The County shall retain underwriting services for all debt issued in a negotiated sale mode. The selection of underwriters may be for an individual or series of financings or a specified time period.

#### **Debt Refunding**

Periodic reviews of all outstanding debt will be undertaken to determine refunding opportunities. Refunding will be considered (within federal tax law constraints and the authority granted by the State) if and when there is a net economic benefit of the refunding or the refunding is essential in order to modernize covenants essential to operations and management.

Debt Service Savings. In general, advance refundings for economic savings will be undertaken when a net present value savings of at least 3 percent of the refunded debt can be achieved. Current refundings which produce a net present value savings of less than three percent will be considered on a case-by-case basis. Refundings with negative savings will not be considered unless there is a compelling public policy objective.

Restructuring of Debt. The County may choose to refund outstanding indebtedness when existing bond covenants or other financial structures impinge on prudent and sound financial management. Savings requirements for current or advance refundings undertaken to restructure debt may be waived upon a finding that such a restructuring is in the County's overall best financial interests. The County should not extend the maturity date of a debt issue through a refunding.

#### **Investment of Bond Proceeds**

All investments of bond proceeds will be consistent with those authorized by existing state law and the County's investment policies.

#### **Credit Ratings**

Rating Agency Relationships. The Chief Financial Officer, in coordination with the County's financial advisor, shall be responsible for maintaining relationships with the rating agencies that currently assign ratings to the County's various debt obligations. This effort shall include providing regular updates on the County's general financial condition along with coordinating meetings and presentations in conjunction with a new debt issuance.

Use of Rating Agencies. The County requests ratings prior to the sale of securities from each of the three major rating agencies for municipal bond issues: Moody's Investors Service, Standard & Poor's Rating Services and Fitch Ratings. The County may provide a written and/or oral presentation to the rating agencies to help each credit analyst make an informed evaluation. The County will make every reasonable effort to maintain its high quality credit ratings to aid in minimizing borrowing costs and preserving access to credit.

### **Management Practices**

The County has instituted sound management practices and will continue to follow practices that will reflect positively on it in the rating process. Among these are the County development of and adherence to long-term financial and capital improvement plans, management of expenses which are in line with revenues, sustainability reviews, and maintenance of an adequate level of operating reserves.

Bond Rating Reserve – The County should maintain a Bond Rating Reserve that is equal to at least 6% of its net recurring revenues (revenues net of the amounts designated in the budget for stabilization). This is separate from the Rainy Day Fund, which is a reserve account that was established to address shortfalls in revenue estimates that are expected to be no more than a year in duration.

Rebate Reporting and Covenant Compliance. The Chief Financial Officer is responsible for maintaining a system of record keeping and reporting to meet the arbitrage rebate and other requirements of the federal tax code. This effort includes tracking investment earnings, calculating rebate payments in compliance with tax law, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the County's outstanding debt issues. Additionally, other requirements embodied in bond covenants, such as restrictions on private use of bond-financed projects, are monitored to ensure that all covenants are complied with.

Reporting Practices. The County will meet GAAP (Generally Accepted Accounting Principles) and GASB (Government Accounting Standards Board) standards in its financial reporting, including independent audit of its financial statements.

The County is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, other levels of government, and the general public to share clear, comprehensible, and accurate financial information. The County is committed to meeting secondary disclosure requirements on a timely and comprehensive basis. The Department of Finance shall be responsible for providing ongoing disclosure information to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies.



Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type

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## 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

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- 1) **Nonspendable** (*inherently nonspendable*) - amounts that are not in a spendable form (e.g., inventory) or are legally or contractually required to be maintained intact (e.g., permanent fund principal).
- 2) **Restricted** (*externally enforceable limitations on use*) – amounts that can be spent only for the specific purposes stipulated by external parties either constitutionally or through enabling legislation (e.g., grants or donations).
- 3) **Committed** (*self-imposed limitations set in place prior to the end of the period*) - amounts that can be used only for the specific purposes determined by a formal action of the Board of Commissioners. Commitments may be changed or lifted only by formal action of the Board of Commissioners.
- 4) **Assigned** (*limitation resulting from intended use*) – amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the Board of Commissioners or by a designee to whom the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- 5) **Unassigned** – total fund balance in the general fund in excess of non-spendable, restricted, committed, and assigned fund balance (i.e. surplus). Excess of non-spendable, restricted, and committed fund balance over total fund balance (i.e., deficit). This includes all amounts not contained in other classifications and is the residual classification of the general fund only. Unassigned amounts are available for any legal purpose.

### ***Policy***

The Commissioners of St. Mary's County is the County's highest level of decision-making authority, and formal action is required to be taken to establish, modify, or rescind a fund balance commitment is by a resolution approved by the Board, as recommended by the Chief Financial Officer.

### ***Minimum Fund Balance/Reserves***

It is the goal of the County to achieve and maintain fund balance/reserves in the general fund at fiscal year-end of not less than 15% of general fund revenues. The fund balance/reserves include the County Bond Rating Reserve, the Rainy Day Fund, and the Unassigned. The 15% is the "Best Practice" as defined by Rating Agencies. The County, like other governments, is subject to a number of factors that could require the use of fund balances. Therefore, it is incumbent on the Board to minimize the use of fund balance, except in very specific circumstances.

Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type

*Use of Unassigned Fund Balance*

Unassigned Fund Balance should only be used for one-time, non-recurring items during the following year budget process. Example of non-recurring items would be one-time purchase of equipment, study, or capital improvements pay-go funding. Pay-Go funding in the Capital Improvement Fund, would be used to reduce or avoidance of Debt Service. Recovering from an extreme event, such as a weather event, the Commissioners of St. Mary's shall approve a resolution outside of the budget process to assist the County in the recovery.

*Replenishment of Minimum Fund Balance/Reserves*

If the fund balance/reserves at fiscal year-end falls below the aforementioned goal, the Board shall develop a restoration plan to replenish the fund balance. The goal would be to replenish fund balances within one to three years of use as it is a financial management priority to ensure the County is properly prepared for contingencies. While this policy will serve as a foundation, the County would refer to their long-term financial planning and budget process to develop a more detailed strategy for using and replenishing fund balance, if and when the need arises.

**SECTION II.** The Chief Financial Officer, or the designee of the Chief Financial Officer, is authorized to identify the fund balance components from which funds are to be drawn to pay a particular expenditure

**SECTION III.** This Resolution shall be effective upon the date written below.

Those voting Aye: 5

Those voting Nay: 0

Those Abstaining: 0

Date of Adoption: 8/4/15

Effective Date: 8/18/15

**ATTEST:**

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

Rebecca B. Bridgett  
Rebecca B. Bridgett  
County Administrator

James R. Guy  
James R. Guy, Commissioner President


**Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type**


  
\_\_\_\_\_  
Michael L. Hewitt, Commissioner

Approved as to form and legal  
sufficiency:

  
\_\_\_\_\_  
Tom Jarboe, Commissioner

  
\_\_\_\_\_  
George R. Sparling  
County Attorney

  
\_\_\_\_\_  
Todd B. Morgan, Commissioner

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

SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2024

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**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 § 27-5 of the *Code of St. Mary's County, Maryland*, the Recommended Budget was filed with the Commissioners of St. Mary's County on March 28, 2023, a public hearing was held on April 25, 2023, with separate notices of the public hearing published in *The Southern Maryland News*, a newspaper of general circulation in St. Mary's County, on April 7, 2023, and April 14, 2023; and

**Emergency Services Property Tax Levy Authority and Maximum Rates**

WHEREAS, pursuant to §§ 49-1, *et seq.*, of the *Code of St. Mary's County, Maryland*, the Commissioners of St. Mary's County are authorized to impose annually an emergency services tax on all real and personal property located in the election districts of St. Mary's County; and

WHEREAS, the fire tax, imposed at a rate of not more than five and six-tenths cents (\$0.056) on each one hundred dollars (\$100.00) of assessable real property other than operating real property of a public utility and fourteen cents (\$0.14) on each one hundred dollars (\$100.00) of assessable personal property and operating real property of a public utility; and

WHEREAS, the rescue tax, imposed at a rate of not more than three cents (\$0.03) on each one hundred dollars (\$100.00) of assessable real property other than operating real property of a public utility and seven and one-half cents (\$0.075) on each one hundred dollars (\$100.00) of assessable personal property and operating real property of a public utility; and

WHEREAS, the support services tax, imposed at a rate of not more than two and four-tenths cents (\$0.024) on each one hundred dollars (\$100.00) of assessable real property other than



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operating real property of a public utility and six cents (\$0.06) on each one hundred dollars (\$100.00) of assessable personal property and operating real property of a public utility; 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 § 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

WHEREAS, Section 10-204.3 of the *Tax-Property Article* of the *Annotated Code of Maryland* authorizes the Commissioners of St. Mary's County to adopt a service charge for the semi-annual payment of property taxes after approval by the Maryland Department of Assessments and Taxation, and a service charge fifty-five hundredths percent (.55%) 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 § 10-106(a)(1) of the *Tax-General Article* of the *Annotated Code of Maryland* and § 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 two and one quarter percent (2.25%), 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 § 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

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ordinance, and collect a sales or use tax on any form of energy or fuel used or consumed in St. Mary's County; and

**WHEREAS**, the Commissioners of St. Mary's County have imposed such a tax on energy or fuel pursuant by Ordinance 86-13 adopted on May 16, 1989 and repealed and re-enacted by Ordinance 90-19 adopted on October 16, 1990, which ordinance was codified as §§ 267-23 through 267-28 of the *Code of St. Mary's County, Maryland*; and

**Compliance with Energy and Fuel Tax Rate Levy Procedures**

**WHEREAS**, Section 20-606 of the *Local Government Article* of the *Annotated Code of Maryland* provides that the sales or use tax on energy or fuel may not exceed five percent (5%) of the sum of the total amounts billed in the County by all vendors for energy and fuel subject to the tax within classifications separated by energy or fuel during the calendar year that ends before the beginning of the fiscal year divided by the total number of units of energy or fuel subject to the tax within the classifications used or consumed in St. Mary's County during the calendar year that ends before the beginning of each fiscal year; and

**WHEREAS**, Section 267-24(F) of the *Code of St. Mary's County, Maryland* provides that the Commissioners of St. Mary's County shall levy the Energy and Fuel tax rates for each fiscal year ensuing after the fiscal year beginning after June 30, 1990, in accordance with the procedures set forth in that sub-section.

**Special District Tax Rate Levy Authority**

**WHEREAS**, the Commissioners of St. Mary's County are empowered by virtue of §§ 21-301 through 21-305 of the *Local Government Article* of the *Annotated Code of Maryland*, to establish and designate shore erosion control districts; and

**WHEREAS**, the Commissioners of St. Mary's County are authorized to act as District Council pursuant to § 21-305 of the *Local Government Article* of the *Annotated Code of Maryland* and § 8-705 of the *Natural Resources Article* of the *Annotated Code of Maryland* for the Special Districts created as Shore Erosion Control Districts, Waterway Improvement Districts, or both; and



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**WHEREAS**, pursuant to § 109-2(D) of the *Code of St. Mary's County, Maryland*, the Commissioners of St. Mary's County may construct and improve private roads, and drainage incident to construction or improvement on or along those private roads, and impose an annual benefit assessment for said construction, improvement, or both after the approval of a petition of a two-thirds 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, using a uniform assessment method whereby each property within the special district shall pay an equal share; and

**WHEREAS**, pursuant to § 21-801 of the *Local Government Article of the Annotated Code of Maryland*, the Commissioners of St. Mary's County are empowered to provide lighting along the roads of the County, and enter into agreements for the installation, maintenance, and operation of said lighting, which costs shall be paid by ad valorem taxes levied upon the property within the area to be served by the lighting upon the approval of a petition signed by a majority of the property owners within the district; and

**WHEREAS**, pursuant to § 13-403(b)(3) of the *Local Government Article of the Annotated Code of Maryland* the Commissioners of St. Mary's County adopted Ordinance 18-13 that was codified as §§223-31 through 223-36 of the *Code of St. Mary's County, Maryland* that provides beginning on July 1, 2022, the established rate for the Environmental and Solid Waste Service Fee is ninety-eight dollars and fifty cents (\$98.50) per dwelling unit with a two-percent increase every year on July 1; and

**Excise Tax Levy Authority**

**WHEREAS**, pursuant to § 20-807 of the *Local Government Article of the Annotated Code of Maryland* the Commissioners of St. Mary's County adopted Ordinance 23-09 on May 2, 2023 codifying §§ 267-81 through 91 of the *Code of St. Mary's County, Maryland* to impose a building excise tax on any building construction in St. Mary's County.



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NOW, THEREFORE, BE IT ORDAINED, by the Commissioners of St. Mary's County, that:

**Section 1. Levy of Emergency Services Tax Rate**

The Emergency Services Tax is assessed on each one hundred dollars (\$100.00) of assessed valuation of all real and personal property, effective July 1, 2023, as follows:

**Fire Tax Rates:**

<u>Election District</u>	<u>Real Prop.</u>	<u>Personal/Real Prop. of Pub. Util.</u>
District 1	\$0.036	\$0.09
District 2	\$0.056	\$0.14
District 3	\$0.024	\$0.06
District 5	\$0.046	\$0.115
District 6	\$0.056	\$0.11
District 7	\$0.056	\$0.14
District 8	\$0.050	\$0.125
District 9	\$0.056	\$0.14; and

**Rescue Tax Rates:**

<u>Election District</u>	<u>Real Prop.</u>	<u>Personal/Real Prop. for Pub. Util.</u>
District 1	\$0.011	\$0.0275
District 2	\$0.017	\$0.0425
District 3	\$0.009	\$0.0225
District 5	\$0.020	\$0.0500
District 6	\$0.014	\$0.0350
District 7	\$0.030	\$0.0750
District 8	\$0.023	\$0.0575
District 9	\$0.017	\$0.0425; and

**Support Services Tax Rates:**

<u>Election District</u>	<u>Real Prop.</u>	<u>Personal/Real Prop. for Pub. Util.</u>
All Districts	\$0.024	\$0.06; 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 2024

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**Section 2. Levy of Property Tax and Service Charge for Semi-Annual Payment**

The property tax rate for St. Mary's County for Fiscal Year 2024, 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 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 two hundredths percent (.55%) of the amount of tax due at the second installment.

**Section 4. Levy of County Income Tax Rate**

The Income Tax Rate is three percent (3.00%) of an individual's Maryland taxable income, effective January 1, 2024.

**Section 5. Levy of Energy and Fuel Tax Rate**

The energy and fuel tax rates for St. Mary's County for Fiscal Year 2024 are as follows:

Electricity	.3125% of the billed charge per unit
Fuel Oil	.3125% of the billed charge per unit
Liquefied Petroleum Gas	.3125% of the billed charge per unit
Natural Gas	.3125% of the billed charge per unit

**Section 6. Levy of Special District Tax Rate**

The following Special District tax rates for Fiscal Year 2024 for the following districts are:

Southampton 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

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 2024

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Villas on Waters Edge Shore Eros. \$243.24 per property  
Kingston Creek Waterway #2 \$674.75 per property

**Section 7. Environmental and Solid Waste Service Fee**

The Environmental and Solid Waste Service Fee as of July 1, 2023 is \$100.47.

**Section 8. Excise Tax**

The Excise Tax for Fiscal Year 2024 is set at:

For Residential Development:

Single Family \$6,697 per unit  
Multifamily \$3,218 per unit

For Non-Residential Development:

Retail/Commercial/Services \$4.11 per sq. ft.  
Office/Institutional/Medical \$1.82 per sq. ft.  
Industrial/Flex/Other \$0.80 per sq. ft.  
Lodging \$1,342.35 per room

Those voting aye: 5

Those voting nay: 0

Those abstaining or absent: 0

Adoption Date: May 24, 2023

Effective Date of Ordinance: July 1, 2023  
Effective Date of Emergency Service Tax Rates: July 1, 2023  
Effective Date of Property Tax & Service Charge: July 1, 2023  
Effective Date of Income Tax Rate: January 1, 2024  
Effective Date of Energy and Fuel Tax Rate: July 1, 2023  
Effective Date of Special District Tax Rate: July 1, 2023  
Effective Date of Environmental Service Fee: July 1, 2023  
Effective Date of Excise Tax: July 1, 2023



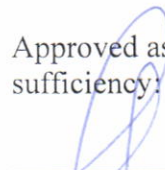
SUBJECT: FINANCE - ORDINANCE FOR LEVYING RATES FOR ST. MARY'S COUNTY REVENUE TAXES, EMERGENCY SERVICES TAX RATES, PROPERTY TAX RATE, SERVICE CHARGE, ENERGY AND FUEL TAX RATES, AND SPECIAL DISTRICT TAX RATES FOR FISCAL YEAR 2024

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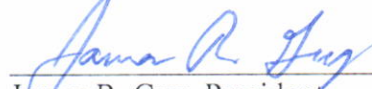
ATTEST:


  
David Weiskopf  
County Administrator

Approved as to form and legal sufficiency:


  
Buffy Giddens  
Deputy County Attorney

COMMISSIONERS OF ST. MARY'S COUNTY

  
James R. Guy, President

  
Michael R. Alderson, Jr., Commissioner

  
Eric Colvin, Commissioner

  
Michael L. Hewitt, Commissioner

  
Scott Ostrow, Commissioner

1000030 10/19/2023

**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 with the Commissioners of St. Mary's County on March 28, 2023, a public hearing was held on April 25, 2023, with separate notices of the public hearing published in *The Southern Maryland News*, a newspaper of general circulation in St. Mary's County, on April 7, 2023, and April 14, 2023.

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of St. Mary's County, that the operating budget for fiscal year 2024 ("FY2024") is hereby adopted as set forth in the St. Mary's County Approved Budget for Fiscal Year 2024, 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, 2023 (FY2024) as follows:

**SECTION 1. OPERATING APPROPRIATIONS**

County Departments

County Commissioners/County Administrator	\$1,696,237
Aging & Human Services	6,340,142
County Attorney	1,343,623
Department of Economic Development	2,271,063
Department of Finance	2,393,945
Department of Information Technology	7,221,577
Department of Human Resources	2,789,745
Department of Land Use and Growth Management	3,257,592
Department of Public Works & Transportation	26,263,483
Department of Recreation and Parks	5,925,298
Department of Emergency Services	<u>10,247,110</u>

Total County Departments \$69,749,815

UNEXPENDED BALANCE 2024

Elected Officials

Circuit Court	\$2,427,974
Orphan's Court	76,293
Office of the Sheriff	61,940,361
Office of the State's Attorney	6,374,184
County Treasurer	<u>573,927</u>
Total Elected Officials	<u>\$71,392,739</u>

State Agencies and Independent Boards

Department of Health	\$5,029,587
Department of Agriculture	115,000
Department of Social Services	566,965
Alcohol Beverages Board	438,922
Board of Elections	2,051,192
University of Maryland Extension Service	295,716
Ethics Commission	833
Forest Conservation Board	2,500
Soil Conservation District	123,373
Resource Conservation & Development	15,300
Tri-County Community Action Committee	35,000
Tri-County Council	125,000
Tri-County Youth Services Bureau	143,600
SDAT – Leonardtown Office	427,810
Southern Maryland Higher Education Center	40,000
Board of Education	128,069,907
College of Southern Maryland	5,009,058
Board of Library Trustees	<u>3,828,048</u>
Total State Agencies and Independent Boards	<u>\$146,317,811</u>

Other Government Budget Costs

Appropriation Reserve	\$2,500,000
Leonardtown Tax Rebate	72,786
Employer Contributions - Unemployment	10,000
Bank Fees	55,000
Debt Service	<u>15,541,412</u>
Total Other Government Budget Costs	<u>\$18,179,198</u>



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Transfers & Reserves	Reserve – CIP Pay-Go	\$7,674,020
	Reserve – Other Pay-Go	3,983,340
	Reserve - Bond Rating	400,000
	Reserve – Emergency	<u>500,000</u>
	Total Transfers & Reserves	<u>\$12,557,360</u>
	<b>TOTAL GENERAL FUND</b>	<u><b>\$318,196,923</b></u>

Enterprise and Special Revenue Funds		
	Recreation and Parks Activities Fund	\$5,593,761
	Wicomico Shores Golf Fund	1,814,344
	Solid Waste & Recycling	6,003,154
	Miscellaneous Revolving Fund	1,073,362
	Special Assessment Fund	48,694
	Emergency Services Support Fund	5,170,019
	Emergency Services Billing Fund	<u>6,863,321</u>
	<b>TOTAL ENTERPRISE &amp; SPECIAL REVENUE FUNDS</b>	<u><b>\$26,566,655</b></u>

**SECTION 2. CAPITAL IMPROVEMENTS FUND APPROPRIATIONS**

Public Facilities		
	Airport Improvements	\$1,130,000
	Building Maintenance & Repairs – Critical	805,000
	Building Maintenance & Repairs - Programmatic	400,000
	Fire Department Water Supply Points	50,000
	North County Farmers Market	1,144,000
	Parking & Site Improvements	60,000
	Sheriff's Headquarters Facility	<u>9,507,200</u>
	Total Public Facilities	<u><b>\$13,096,200</b></u>

ENCLOSURE FOLIO 206

Highways	County Bridge Replacement & Repair	\$852,000
	Culvert Replacement & Repair	540,000
	Mattapany Road Improvement	51,800
	Neighborhood Drainage Improvements	1,125,000
	Retrofit Sidewalk Program	607,160
	Roadway & Safety Improvements	9,081,600
	Southampton Neighborhood Revitalization	254,335
	Street Lighting & Streetscape Improvements	157,500
	Water Quality & Nutrient Removal	<u>248,400</u>
	Total Highways	<u>\$12,917,795</u>
Marine	Piney Point Lighthouse Museum Shore Erosion	\$2,010,323
	Total Marine	<u>\$2,010,323</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	Childcare Facility	\$1,879,155
	Dog Parks	475,000
	Elms Beach Park Improvement	435,000
	Gymnastics Center	360,000
	Myrtle Point Park	125,000
	Park Land and Facility Acquisition	180,000
	Park Planning Grant	25,000
	Recreation Facility & Park Improvements	2,650,000
	Shannon Farm Property	2,314,554
	Snow Hill Park	<u>286,405</u>
	Total Recreation and Parks	<u>\$8,730,114</u>
Public Landings	St. Inigoes Boating Facility	\$250,000
	Total Public Landings	<u>\$250,000</u>

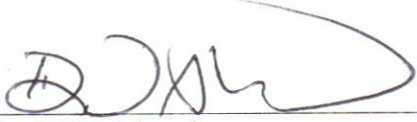


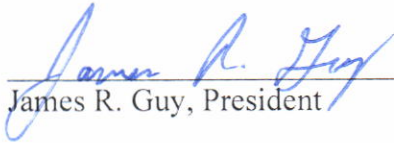


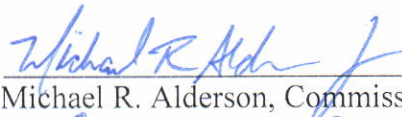
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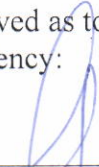
ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY

  
\_\_\_\_\_  
David Weiskopf  
County Administrator

  
\_\_\_\_\_  
James R. Guy, President

  
\_\_\_\_\_  
Michael R. Alderson, Commissioner

Approved as to form and legal  
sufficiency:  
  
\_\_\_\_\_  
Buffy N. Giddens  
Deputy County Attorney

  
\_\_\_\_\_  
Eric S. Colvin, Commissioner

  
\_\_\_\_\_  
Michael L. Hewitt, Commissioner

  
\_\_\_\_\_  
Scott R. Ostrow, 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. <b>Minor Subdivision:</b> 1-7 Lots	
LUGM TEC & Review Fees	\$ 600 + \$ 60 per lot
DPWT TEC & Review Fees	\$ 150 + \$ 40 per lot
Total	\$ 750 + \$ 100 per lot

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

LUMR0027 FOLIO058

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

**B. Major Subdivision:** More than 7 lots

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

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

**C. Major Site Plan:**

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

**D. Minor Site Plan:**

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

**E. Boundary Line Adjustment Plat**

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

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

LUGM Application & Review Fee	\$ 80
FCP/FSD/TDR/Deed/Non-POR	

**H. Review of Resubmission:**

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

LUGM Review Fee	\$ 60 + recording costs
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LINER 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
------	-----------

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 <sup>st</sup> 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



Subject: Finance - To repeal Chapter §§ 223-4 through 223-4.6 of the *Code of St. Mary's County, Maryland*, and to enact Chapter §§267-81 through 267-91 of the *Code of St. Mary's County* to Provide for the Establishment of a Building Excise Tax in St. Mary's County

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**BUILDING EXCISE TAX ORDINANCE**

**TO ESTABLISH A BUILDING EXCISE TAX IN ST. MARY'S COUNTY AND TO REPEAL THE DEVELOPMENT IMPACT FEES LOCATED IN CHAPTER §§ 223-4 THROUGH 223-4.6 OF THE CODE OF ST. MARY'S COUNTY, MARYLAND**

**WHEREAS**, pursuant to the 2021 Regular Session of Maryland General Assembly, House Bill 528 repeals the St. Mary's County impact fee effective July 1, 2023 which was codified as Chapter §§ 223-4 through 223-4.6 of the Code of St. Mary's County; and

**WHEREAS**, pursuant to the authority granted to the Commissioners of St. Mary's County, Maryland by the General Assembly of Maryland in §20-807 of the *Local Government Article* of the *Annotated Code of Maryland*, the Commissioners may impose, by Ordinance, a building excise tax on any building construction in St. Mary's County; and

**WHEREAS**, the Commissioners of St. Mary's County desire to impose a building excise tax on building construction in St. Mary's County; and

**WHEREAS**, a notice of a public hearing was advertised on March 31, 2023 and April 7, 2023 in *The Southern Maryland News*, a newspaper of general circulation in St. Mary's County, and a public hearing was held on April 18, 2023, to receive public comment and consider the amendment of Chapter 267 of the Code of St. Mary's County, Maryland, to impose a building excise tax on any building construction in St. Mary's County; and

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of St. Mary's County, pursuant to §20-807 of the *Local Government Article* of the *Annotated Code of Maryland*, that there is a building excise tax as set forth herein which will be effective on July 1, 2023;

**CHAPTER 267-81 through CHAPTER 267-91**

**BUILDING EXCISE TAX**

**§ 267-81 – Establishment of Tax.**

In accordance with §20-807 of the *Local Government Article* of the *Annotated Code of Maryland*, in St. Mary's County there is a building excise tax on all new building construction, and any construction resulting in a change in development type as listed in this Chapter §267-83.

Subject: Finance - To repeal Chapter §§ 223-4 through 223-4.6 of the Code of St. Mary's County, Maryland, and to enact Chapter §§267-81 through 267-91 of the Code of St. Mary's County to Provide for the Establishment of a Building Excise Tax in St. Mary's County

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**Sec. 267-82. Definitions.**

The following words have the meanings indicated for purposes of Chapter §§267-81 through 267-90 of the Code of St. Mary's County only:

- A. Applicant.** Applicant means the individual, firm, partnership, corporation, association, society, trust, or other legal entity who applies for a building permit with St. Mary's County.
- B. Tax.** Tax means the building excise tax, unless indicated otherwise by context.
- C. Single Family.** Single Family shares the same meaning as "Dwelling, Single-family" as defined in the St. Mary's County Comprehensive Zoning Ordinance, Art. 9, Ch. 90.
- D. Multifamily.** Multifamily shares the same meaning as "Dwelling, Multiple-family" as defined in the St. Mary's County Comprehensive Zoning Ordinance, Art. 9, Ch. 90.

**Sec. 267-83. Amount of tax.**

- A. Development Type.** The final authority as to the appropriate category of development type for a building type rests with the Director of Land Use and Growth Management or their designee.
- B. Residential Development.** The tax on residential structures shall be based on the type of residential structure or unit as follows:

**RESIDENTIAL DEVELOPMENT:**

Development Type – By Use	Schools	Roads	Rec/Parks	Public Safety	Total per unit
Single Family	\$3,066	\$1,687	\$1,056	\$888	\$6,697
Multifamily	\$1,165	\$719	\$725	\$609	\$3,218

- C. Non-Residential Development.** The tax on non-residential development types (including places of worship and public facilities) shall be guided by trip generation rates established by the Institute of Transportation Engineers.

**Subject:** Finance - To repeal Chapter §§ 223-4 through 223-4.6 of the *Code of St. Mary's County, Maryland*, and to enact Chapter §§267-81 through 267-91 of the *Code of St. Mary's County* to Provide for the Establishment of a Building Excise Tax in St. Mary's County

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**NON-RESIDENTIAL DEVELOPMENT:**

Development Type	Schools	Roads	Rec/Parks	Public Safety	Total per Ft <sup>2</sup>
Retail/Commercial/Services	\$0.00	\$2.71	\$0.00	\$1.40	\$4.11
Office/Institutional/Medical	\$0.00	\$1.20	\$0.00	\$0.62	\$1.82
Industrial/Flex/Other	\$0.00	\$0.53	\$0.00	\$0.27	\$0.80
Lodging (per room, not ft <sup>2</sup> )	\$0.00	\$885.65	\$0.00	\$456.70	\$1,342.35

**D. Rate Adjustment.** The amount of the tax for each fiscal year shall be set in the Revenue Tax Ordinance adopted as part of the annual budget of the Commissioners of St. Mary's County.

**E. Mixed Use.** The total amount of the tax for a mixed-use building permit shall be the sum of the total residential tax per unit added to the total non-residential tax per square foot.

**F. Change in Development Type.** An applicant for building construction that changes a property's development type from any type listed in §267-83 to *any* other development type shall owe the difference between the excise tax paid on the prior development type and the excise tax due on the new development type, if any. This includes changes from:

1. A residential development type to a different residential development type, and
2. A non-residential development type to different non-residential development type, and
3. A residential development type to a non-residential development type, and
4. A non-residential development type to a residential development type.

**Sec. 267-84. Payment of tax.**

An applicant for a building permit for new construction, or for building construction that results in any change in the development type of a property shall be paid before the permit is issued. Payment shall be made payable to the St. Mary's County Government.

**Sec. 267-85. Appropriation of the Building Excise Tax.**

Revenues generated by the building excise tax shall be deposited into the County's general fund and may be appropriated, from time to time, to fund capital improvements to schools, recreation and parks, transportation, or public safety or any combination thereof.

**Sec. 267-86. Refund.**

Subject: Finance - To repeal Chapter §§ 223-4 through 223-4.6 of the *Code of St. Mary's County, Maryland*, and to enact Chapter §§267-81 through 267-91 of the *Code of St. Mary's County* to Provide for the Establishment of a Building Excise Tax in St. Mary's County

2023 JUL 18 10 18 4

If a building permit expires and construction under the permit has not commenced, the applicant shall be entitled to a refund of any building excise tax paid. The applicant shall apply to the St. Mary's County Department of Land Use and Growth Management for the refund within 60 days of the expiration of the building permit. The County shall retain 6% of the tax collected to offset the costs of collection and refund.

**Sec. 267-87. Credits.**

For all building permits issued and residential and non-residential buildings constructed prior to July 1, 2023, the excise tax shall be deemed paid for the development type associated with the building.

**Sec. 267-88. Exemptions.**

An excise tax is not required for issuance of a building permit to:

- A. Construct the first three (3) single family residential dwelling units on lots in a minor subdivision:
  - 1. Recorded after July 1, 2023 and created from a parcel of record or a lot of record; and
  - 2. Transferred to a natural, direct lineal descendant or a legally adopted child or grandchild.
  
- B. Replace, renovate, or alter a previously existing building, whether residential or non-residential, which was lost to fire, accident, or natural disaster within the last three (3) years, so long as the development type remains the same.

**Sec. 267-89. Effective date.**

This chapter shall apply to all applicants who receive a building permit or change of use permit on or after July 1, 2023. A permit shall be deemed "issued" when it has received all necessary approvals and when the entire building excise tax has been received by the County.

**Sec. 267-90. Severability.**

If any word, phrase, clause, sentence, paragraph, or section of this chapter, or the application of such to any entity or circumstance, is declared invalid or unconstitutional by a court of competent jurisdiction, the invalidity or unconstitutionality shall not affect any of the remaining words,

Subject: Finance - To repeal Chapter §§ 223-4 through 223-4.6 of the Code of St. Mary's County, Maryland, and to enact Chapter §§267-81 through 267-91 of the Code of St. Mary's County to Provide for the Establishment of a Building Excise Tax in St. Mary's County

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phrases, clauses, sentences, paragraphs, or sections of this chapter, since the same would have been enacted without the incorporation into this chapter of the invalid or unconstitutional word, phrase, clause, sentence, paragraph, or section, and to that end all provisions of this chapter are determined to be severable.

**Sec. 267-91. Title.**

This Chapter 267 of the Code of St. Mary's County shall be known as the "Building Excise Tax Ordinance."

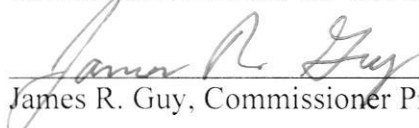
**SECTION II.** This Ordinance shall be effective upon the effective date written below.

Those voting Aye:	<u>3</u>
Those voting Nay:	<u>2</u>
Those Abstaining:	<u>0</u>
Date of Adoption:	<u>May 2, 2023</u>
Effective Date:	<u>July 1, 2023</u>

**ATTEST:**

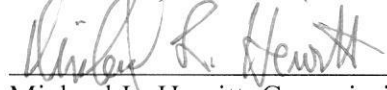
  
 \_\_\_\_\_  
 David A. Weiskopf  
 County Administrator

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

  
 \_\_\_\_\_  
 James R. Guy, Commissioner President


\_\_\_\_\_  
 Michael R. Alderson, Jr., Commissioner

NO  
 \_\_\_\_\_  
 Eric Colvin, Commissioner

  
 \_\_\_\_\_  
 Michael D. Hewitt, Commissioner

  
 \_\_\_\_\_  
 Scott R. Ostrow, Commissioner

Approved as to form and legal sufficiency:

  
 \_\_\_\_\_  
 Buffy Giddens  
 Deputy County Attorney

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DOCUMENT VALIDATION

2023 FEB 16

LR - Government  
Instrument 0.00  
Agency Name: ST MARYS  
CD COMMISSIONERS  
Instrument List: Other  
Describe Other:  
ORDINANCE 2023-09  
Ref: MM/JULIE CSMC  
30-1B1

=====  
Total: 0.00  
05/05/2023 02:39  
CC18-JR  
#1721B751 CC0704 - St  
Mary's  
County/CC07.04.04 -  
Register 04

Circuit Court for St. Mary's County  
PO Box 676  
41605 Courthouse Drive  
Leonardtown, MD 20650  
(301) 475-7844

# 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 meanings 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 subactivity, and a detailed statement of the recommended and approved expenditures for the ensuing fiscal year, listing such expenditures by function, activity, and subactivity; 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 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, and subject to Subsection D of this section, the aggregate amount of bonds and other evidences of indebtedness outstanding at any one time may not exceed a total of sum of three and fifteen hundredths (3.15) percent upon the assessable real property in the County other than the operating real property of a public utility and five (5) percent upon 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, and agreements or other evidences of indebtedness executed or guaranteed by the County, payable primarily or exclusively from investment instruments purchased by the County, that are guaranteed to yield proceeds equal to or exceeding the amount of the County's indebtedness, are not subject to or to be included as bonds or evidences of indebtedness in computing or applying the percent limitations 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 County Metropolitan Commission.
- (C) All bonds or other evidences of indebtedness issued by the County Commissioners for the benefit of the St. Mary's Hospital of the 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.
- (D) An amount equal to at least forty (40) percent of the percent limitation of indebtedness set forth under Subsection A of this section for assessable real property in the County other than the operating real property of a public utility shall be available to the St. Mary's County Metropolitan Commission for all bonds or other evidences of indebtedness of the Commission.

**ST. MARY'S COUNTY**  
**FY2024 FEES CHARGES**

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

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**FY2024 FEES CHARGES**

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

**ST. MARY'S COUNTY**  
**FY2024 FEES CHARGES**

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**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024	
<b>GENERAL FUND REVENUES:</b>			
<b>DEPARTMENT OF AGING AND HUMAN SERVICES</b>			
Senior Center Room Rental Rates		Garvey & Northern Rates	
Garvey & Northern Senior Activity Centers			
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
Senior Activity Center Fitness Pass Card/10 classes		\$	40.00
<p>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.</p> <p>(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).</p>			
<b>ECONOMIC DEVELOPMENT</b>			
<u>Agricultural &amp; Seafood</u>			
California Farmers Market Fees			
Vendor Fees		\$	40.00
North County Farmers Market			
Yearly Stall Rental		\$	2,000.00
Early Season Stall Rental (January 1 - April 30)		\$	175.00
Prime Season Stall Rental (May 1 - October 31)		\$	1,750.00
Late Season Stall Rental (November 1 - December 31)		\$	200.00
<p>* The Farmers market has moved from the parking lot of the Charlotte Hall Library to permanent structure located at the North County Farmers Market.</p>			
<b>EMERGENCY SERVICES</b>			
<u>Animal Control Division</u>			
<p>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</p>			
	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 Fees/Fines	1st Offense	\$	50.00
	2nd Offense	\$	100.00
	3rd Offense	\$	250.00



**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024
<b>GENERAL FUND REVENUES:</b>		
<b>LAND USE &amp; GROWTH MANAGEMENT</b>		
<u>Administrative Division</u>		
Advertising Fees		Actual cost
<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)	<b>750 plus \$100 single lot fee (up to 7 lots)</b>
	& Review fee per lot	\$ 60.00
Major Subdivision	7+ Lots	<b>\$1,900 plus \$100 per lot</b>
Major Site Plan	Per acre of disturbed area	\$ 1,500.00
Minor Site Plan under 144	Review fee for under 500 square feet	\$ 125.00
	Fee for over 500 square feet	\$ 250.00
<u>Development Services Division</u>		
Boundary Line Adjust Plat	Development review application fee	\$ 80.00
	Recording package review fee	\$60 plus recording costs
Confirmatory Plats	Development review application fee	\$ 80.00
	Recording package review fee	\$60 plus recording costs
Plat Exempt by Deed/Plat	Development review application fee	\$ 80.00
	Recording package review fee	\$60 plus recording costs
Re-Review of Submissions	After first review	\$25 each
Review of Recording Doc/P	Development review application fee	\$ 70.00
	Recording package review fee	\$60 plus recording costs
<b>Transfer Development Rights</b>		<b>\$ 80.00</b>
Concept Site Plan Review		<b>\$920 each + \$20 application fee</b>
PUD Application	Will credit against future charges (i.e. Tec Review Charges)	\$ 10,000.00
LUGM Farmsteads Sub 15+	Technical Evaluation Committee fee	No cost
	& Review fee per lot	No cost
<u>Board of Appeals</u>		
LUGM BOA Conditional Use	Per Appeal	\$ 750.00
LUGM BOA Exp NonConform	Per Appeal	\$ 670.00
LUGM BOA Variance of Zoning	Per Appeal	\$ 500.00
<u>Permits Services Division</u>		
Zoning Permit	Application Fee	\$ 20.00
	Electrical Permit	\$ 20.00
	Environmental Review Fee	\$ 30.00
	SWM Engineering Plan Review Fee	\$ 30.00
	Re-Submission Review Fee	\$25 each after the first
Building Permits	Regular Cost (Individual items, i.e. swimming pool, piers, pumps, etc. costs listed when inquiring)	\$0.16 cents per square footage
<u>Inspections &amp; 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



**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024
<b>GENERAL FUND REVENUES:</b>		
<b>LAND USE &amp; GROWTH MANAGEMENT: Continued</b>		
Occupancy Permits continued	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
<b>PUBLIC WORKS &amp; TRANSPORTATION:</b>		
<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 -
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

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024	
<b>GENERAL FUND REVENUES:</b>			
<b>PUBLIC WORKS &amp; TRANSPORTATION continued:</b>			
<u>Construction &amp; 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
	Tie-down Fee - Monthly		
	Grass	\$	50.00
	Asphalt	\$	75.00
	Electric	\$	100.00
	*certified gross weight		
	NOTE: Fee Waivers are available under the following conditions: -purchase of 100 gallons or more for turbine aircraft - temporary ramp occupancy of less than 1 hr -		
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

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024	
<b>GENERAL FUND REVENUES:</b>			
<b>PUBLIC WORKS &amp; TRANSPORTATION continued:</b>			
<u>Vehicle Maintenance / Transportation</u>			
Passenger Fares	General Public Pass		
	One-Way Trip	\$	1.00
	Transfer Fee	\$	0.50
	All Day	\$	3.00
	Monthly	\$	30.00
	Seniors/Medicare Holders/Disabled Pass		
	One-Way	\$	0.50
	Transfer	\$	0.25
	All Day	\$	3.00
	Monthly	\$	15.00
	Discount & Reduced Tickets		
	Purchased in sheets of 10 tickets:		
	General Public - One Way Trip	\$	0.85
	General Public - Transfer Fee	\$	0.50
	Seniors / Pesons with Disabilities/Students with I.D. /	\$	0.50
	Children - all ages / Medicare Card Holder - One Way		
	Seniors / Pesons with Disabilities/Students with I.D. /	\$	0.25
	Children - all ages / Medicare Card Holder - Transfer Fee		
	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)	\$	2.00
	Round Trip	\$	4.00
	Additional per stop charge for above	\$	2.00

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024
<b>SOLID WASTE AND RECYCLING FUND REVENUES:</b>		
Property Taxes - Environmental & Solid Waste Service Fee	Annual Environmental Surcharge	\$ 100.47
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
<b>MISCELLANEOUS REVOLVING FUNDS REVENUES:</b>		
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)
Agricultural/Develop Tax - Other		Recordation Tax Property is sold & title recorded @ 0.35
Transfer Tax		Property transfer value 1%
Mitigation - Roads	The project cost varies by the project & there are exceptions / fee-in-lieu amounts allowable	Mitigation Fee= Project cost x Percent intersection capacity used by Percent intersection capacity used by development= (Critical Lane Volume total - Critical Lane Volume background) / Critical Lane Volume background.
Critical Area Fee-in-Lieu	Fee in lieu of required plantings in Critical Area	\$1.50 per sq. ft.
	Bond for Critical Area compliance	\$1.50 per sq. ft. of req planting
Forest Cons. Fee-in-Lieu	Fee in lieu of planting in Forest Conservation	\$.30 per sq. ft. of area in PFA
	Fee in lieu of planting in Forest Conservation	\$.36 per sq. ft. of area outside PFA
	Bond amount for Forest Conservation compliance	Cost of afforestation and/or reforestation

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024	
<b>RECREATION &amp; PARKS - WICOMICO SHORES:</b>			
<b>Golf Course</b>			
Season Pass Fees	Five (5) Day (Weekdays Only)		
	<b>Junior</b>	\$	500.00
	Individual	\$	975.00
	Family (2 passes)	\$	1,500.00
	Senior (60 and over)	\$	895.00
	Senior Family (2 passes)	\$	1,400.00
	Seven (7) Day Limited Pass (after 12 pm on weekends/holidays)		
	<b>Junior</b>	\$	600.00
	Individual	\$	1,225.00
	Family (2 passes)	\$	1,775.00
	Senior (60 or over)	\$	1,105.00
	Senior Family (2 passes)	\$	1,475.00
	Seven (7) Day Unlimited Pass (no restrictions)		
	<b>Junior</b>	\$	700.00
	Individual	\$	1,475.00
	Family (2 passes)	\$	2,025.00
	Senior (60 or over)	\$	1,350.00
	Senior Family (2 passes)	\$	1,850.00
Green Fees	18 Hole		
	Individuals - Weekdays	\$	32.00
	Individuals - Weekends / Holidays	\$	39.00
	Seniors (60 and over) - Weekdays	\$	23.00
	Seniors - Weekends / Holidays	\$	35.00
	<b>Juniors - Weekday</b>	\$	23.00
	<b>Juniors - Weekend</b>	\$	35.00
	9 Hole		
	Individuals - Weekdays	\$	17.00
	Individuals - Weekends / Holidays	\$	21.00
	Seniors (60 and over) - Weekdays	\$	15.00
	Seniors - Weekends / Holidays	\$	18.00
	<b>Juniors - Weekday</b>	\$	15.00
	<b>Juniors - Weekend</b>	\$	18.00
	"Twilight" Play - Weekdays	\$	18.00
	"Twilight" Play - Weekends / Holidays	\$	22.00
	"Twilight" Play - Senior/Junior Weekdays	\$	19.00
	"Twilight" Play - Senior/Junior Weekends	\$	19.00
	Mid Rate		
	Weekday - 18 Hole	\$	22.00
	10am - Twilight		
	Weekday - 9 Hole	\$	19.00
	May - September		
	Sat., Sun., & Holiday 18 Hole	\$	32.00
	Sat., Sun., & Holiday 9 Hole	\$	17.00
	<b>December 1 - March 15 - Winter Rates (Includes Cart)</b>		
	<b>Mon-Thurs 18-hole</b>	\$	35.00
	<b>Mon-Thurs 9-hole</b>	\$	23.00
	<b>Fri-Sun &amp; Holiday - 18-Hole</b>	\$	45.00
	<b>Fri-Sun &amp; Holiday - 9-Hole</b>	\$	29.00
	<b>December 1 - March 15 - Winter Rates (Walking)</b>		
	<b>Mon-Thurs 18-hole</b>	\$	25.00
	<b>Mon-Thurs 9-hole</b>	\$	12.00
	<b>Fri-Sun &amp; Holiday - 18-Hole</b>	\$	28.00
	<b>Fri-Sun &amp; Holiday - 9-Hole</b>	\$	18.00
	<b>Junior Golf Ticket (Monthly)</b>	\$	40.00
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

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024	
<b>RECREATION &amp; PARKS - WICOMICO SHORES:</b>			
<u>Golf Course Continued:</u>			
Miscellaneous Fees			
	Range Balls (bucket)	\$	5.00
	Golf Handicap Fee	\$	35.00
	Club Rental		
	18 holes	\$	18.00
	9 holes	\$	11.00
	Trail Fee	\$	800.00
	Golf Lessons / Instructions (see County website for more information)		
	Tournaments (see County website for more information)		
<u>Riverview Restaurant</u>	Bar and Grill Restaurant - see County website for more information		
	<b>Chair Cover Rental</b>	\$	1.50
	<b>Outdoor Chair Rental</b>	\$	2.50
	Banquet Room (seating capacity 175 people) see County website for rental details for meetings and special events	\$	2,750.00
	<b>Per Hour over 5 hours</b>	\$	300.00
	<b>East Side Only</b>		\$9/person
	<b>Per Hour over 5 hours</b>	\$	125.00
	Golf Outings		
	<b>East and West Side</b>		\$5/person
	<b>East Side Only</b>		\$5/person
<u>The Pro Shop</u>	The Pro Shop has a variety of golf attire, accessories and gift ideas for the golf enthusiast.		
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS:</b>			
<u>School Age Care Programs</u>			
1	Green Holly	Costs same for 1 - 8	
		Before / After MONTHLY	
2	Hollywood Rec Center	One (1) Child	\$ 405.00
		Sibling	\$ 385.00
3	Leonardtown	Before / After MONTHLY including "Out of School Camp"	
		One (1) Child	\$ 440.00
4	Letti Dent	Sibling	\$ 400.00
		Before Only MONTHLY	
5	Oakville	One (1) Child	\$ 280.00
		Sibling	\$ 265.00
6	Duke	After Only MONTHLY	
		One (1) Child	\$ 290.00
7	Evergreen	Sibling	\$ 275.00
		Teens	
8	Banneker	Drop In - Daily	
		One (1) Teen	\$ 305.00
		Sibling	\$ 290.00
	All Centers		
		Drop in Care per session (AM or PM)	\$ 30.00
		Registration Fee (per family)	\$ 60.00
		Out of School Camps	\$ 40.00
		Late Tuition Payment	\$ 15.00
		Late Pick-up per minute	\$ 1.00
		Credit Card Fee \$10 per family	\$ -
		Returned Check	\$ 25.00
	<u>Leisure / Special Programs</u>		
	For Various Classes, Programs, Special Events and Trips - see Recreation & Parks under County website		
	Discounts: 100% Disabled Veteran - no charge; 50%Disabled Veteran - 50% Fee Reduction; (does not include the Golf Course, Family Passes, Pavilion Rentals, Waterfront Park Entrance Fees, Facility/Party Rentals & Amusement Park Tickets)		
		Family Event Registration Fees	\$10-\$50
		Bus Trips	\$90 to \$130

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
<u>Special Facilities</u>			
Nicolet Skate Park	Daily Entrance Fee	no cost	
	Season Pass (County)	no cost	
	Season Pass (Non-County)	no cost	
Amusement Park Tickets	Kings Dominion		
	Adult	\$ 41.00	\$ 41.00
	Children's Days		
	MRPA Special Days	\$ 39.00	\$ 39.00
	Spring / Fall Fun/Summer Fun	\$ 39.00	\$ 39.00
	Six Flags of America		
	GAD	\$ 46.00	\$ 46.00
	Special Days	\$ 36.00	\$ 36.00
	Season Pass		
	Six Flags Great Adventure		
Amusement Park Tickets continued:	Theme / Safari	\$ 45.00	\$ 45.00
	Early/Hurricane Harbor	\$ 35.00	\$ 35.00
	Dorsey 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	\$ 60.00	\$ 60.00
	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
	Child Admission Matinee	\$ 6.00	\$ 6.00
	Adult Admission	\$ 16.00	\$ 16.00
	Adult Admission Matinee	\$ 12.00	\$ 12.00
	Senior Admission	\$ 12.00	\$ 12.00
	Senior Admission Matinee	\$ 10.00	\$ 10.00

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
<u>SCHOOL AGE CARE AND CAMPS</u>			
Hollywood Rec Center (Family Programs)			
PNO (fee per event)	\$	35.00	\$ 40.00
OSC (fee per day)	\$	40.00	\$ 45.00
Family Kickball Series (4 games) per participant	\$	40.00	\$ 45.00
Mother Son Kickball	\$	10.00	\$ 15.00
add'l participant	\$	10.00	\$ 15.00
Father Son Event	\$	10.00	\$ 15.00
add'l participant	\$	10.00	\$ 15.00
Mother Daughter Tea	\$	40.00	\$ 45.00
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	\$	25.00	\$ 30.00
add'l participant	\$	10.00	\$ 15.00
Family Event	\$	20.00	\$ 25.00
add'l participant	\$	15.00	\$ 20.00
Birthday Parties	\$	175.00	\$ 185.00
add'l participant	\$	10.00	\$ 15.00
add'l pizza	\$	18.00	\$ 23.00
soda	\$	5.00	\$ 10.00
cookie	\$	10.00	\$ 15.00
Rec-tivity Bag	\$	10.00	\$ 15.00
Christmas Event-Tiny Elves	\$	25.00	\$ 30.00
add'l participant	\$	8.00	\$ 13.00
Christmas Event-Santa's Workshop	\$	30.00	\$ 35.00
Summer Camps			
Camp Registration Fee (per child)	\$	25.00	\$ 30.00
Specialized Themed Camps	\$	200.00	\$ 205.00
STEM Themed Camps	\$	225.00	\$ 230.00
Teens	\$	300.00	\$ 305.00
Counselors in Training	\$	-	\$ -
Field Trip Camps	\$	225.00	\$ 230.00
Tiny Tots	\$	225.00	\$ 230.00
Extended Care (AM or PM)	\$	-	\$ -
<u>SCHOOL AGE CARE AND CAMPS continued:</u>			
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	\$	850.00	\$ 900.00
CAMP INSPIRE	\$	690.00	\$ 740.00
FAMILY PROGRAMS	\$	50.00	\$ 55.00
Additional Therapeutic Programs / Classes / Events on County website under Recreation & Parks			



**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
<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	
Whole Gym			
Member - 24 children	\$	225.00	
Non-Member - 24 children	\$	250.00	
Additional children (each)- up to 8 additional	\$	5.00	
Gymnastics Classes			
Membership	\$	40.00	\$ 50.00
Parents and Tots I	\$	95.00	\$ 100.00
Parents and Tots II	\$	95.00	\$ 100.00
Tumble Tots	\$	95.00	\$ 100.00
Tumble Bees	\$	95.00	\$ 100.00
Kindergym	\$	95.00	\$ 100.00
Kartwheel Kids	\$	95.00	\$ 100.00
Beginner Gymnastics	\$	100.00	\$ 105.00
Advance Gymnastics	\$	105.00	\$ 110.00
Boys Gymnastics	\$	105.00	\$ 110.00
Intermediate Gymnastics	\$	100.00	\$ 105.00
Cheerleaders	\$	100.00	\$ 105.00
<u>Sports Programs continued:</u>			
Gymnastics Classes Continued:			
Pre -Team	\$	<b>80.00</b>	<b>\$ 90.00</b>
Level 1	\$	<b>160.00</b>	<b>\$ 170.00</b>
Level 2 & Xcel Silver	\$	<b>203.00</b>	<b>\$ 213.00</b>
Level 3 & Xcel Gold	\$	<b>255.00</b>	<b>\$ 265.00</b>
Level 4 & Xcel Platinum	\$	<b>305.00</b>	<b>\$ 315.00</b>
Level 5 & Xcel Diamond	\$	<b>347.00</b>	<b>\$ 357.00</b>
Level 6	\$	<b>415.00</b>	<b>\$ 425.00</b>
Level 7-10	\$	<b>415.00</b>	<b>\$ 425.00</b>
Team Tryouts	\$	30.00	\$ 35.00
Team Meets: Level 1	\$	55.00	\$ 60.00
Team Meets: Level 2	\$	205.00	\$ 205.00
Team Meets: Level 3-5 Xcel	\$	355.00	\$ 355.00
Team Meets: Optionals	\$	405.00	\$ 405.00
Youth Leisure Programs			
Animals & Pets	\$	30.00	\$ 35.00
Animals & Pets	\$	160.00	\$ 165.00
Animals & Pets	\$	180.00	\$ 185.00
Animals & Pets	\$	200.00	\$ 205.00
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

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
<b>Adult Leisure Programs</b>			
	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
<b>Sports Programs continued:</b>			
<b>Karate</b>			
	Aikido Self-Defence	\$ 120.00	\$ 125.00
	Shotokan Karate	\$ 65.00	\$ 70.00
	Shorin RYU	\$ 65.00	\$ 70.00
	<i>*Fees for leisure classes can vary based on instructor availability and any new contracts</i>		
<b>Tours/Trips</b>			
	Bus Trips NYC	\$ 105.00	\$ 115.00
	Bus Trips Philadelphia	\$ 95.00	\$ 105.00
	Bus Trips Ocean City	\$ 85.00	\$ 95.00
	Bus Trips TBD	\$ 135.00	\$ 145.00
	<i>*Fees can adjust based on bus contracts if gas or mileage rates change</i>		
<b>Regional Park</b>			
	Adult League Field Rental	\$ 45.00	\$ 50.00
	Tournament Field Rental	\$ 200.00	\$ 300.00
	Field Rental (Night Games - Adults)	\$ 45.00	\$ 65.00
	Field Rental (Night Games - Youth)	\$ 35.00	\$ 55.00
	Field Usage (Day/Night)	\$ 20.00	\$ 30.00
<b>Chancellors Activity Center</b>			
	Activity Room #1 & #2 (per hour)	\$ 40.00	\$ 50.00
	Loffler (per hour)	\$ 105.00	\$ 115.00
	Weisman (per hour)	\$ 105.00	\$ 115.00
	Senior Lounge (per hour)	\$ 50.00	\$ 60.00
	Kitchen	\$ 200.00	\$ 400.00
	Teen Lounge (per hour)	\$ 45.00	\$ 55.00
	Alcohol Fee	\$ 110.00	\$ 125.00
	Hall of Fame	\$ 225.00	\$ 275.00
<b>Spray Park</b>			
	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
<b>Waterfront Parks Admissions</b>			
	*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>		

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
<u>Sports Programs continued:</u>			
Parks Support			
Player Fees	\$	9.50	\$ 12.00
Turf Spring / Fall Rate (4/1 - 11/30)			
Full Field (Per Hour)	\$	80.00	\$ 100.00
One-Half Field (Per Hour)	\$	75.00	\$ 125.00
Turf Winter Rate (12/1 - 3/31) - Peak			
Full Field (Per Hour)	\$	150.00	\$ 170.00
One-Half Field (Per Hour)	\$	75.00	\$ 125.00
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)	\$	40.00	\$ 60.00
9-20 People (Per Hour)	\$	50.00	\$ 70.00
Over 20 People (Per Hour)	\$	100.00	\$ 120.00
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	\$ 35.00
Great Mills Pool			
Admission - Adult	\$	8.00	\$ 10.00
Admission - Senior	\$	6.00	\$ 8.00
Admission - Child	\$	6.00	\$ 8.00
Admission - Lap Swimmer	\$	6.00	\$ 8.00
Admission - Last Hour	\$	-	\$ -
Admission - NonSwimmer	\$	3.00	\$ 5.00
Swim Lessons - Parent & Child	\$	75.00	\$ 80.00
Swim Lessons Preschool	\$	78.00	\$ 83.00
Swim Lessons Learn to Swim	\$	80.00	\$ 85.00
Swim Lessons Adult	\$	85.00	\$ 90.00
Aerobics Drop In	\$	8.00	\$ 10.00
Aerobics Adult Punch Pass - 6	\$	48.00	\$ 53.00
Aerobics Senior Punch Pass - 6	\$	44.00	\$ 49.00
Aerobics Adult Punch Pass - 12	\$	90.00	\$ 95.00
Aerobics Senior Punch Pass - 12	\$	81.00	\$ 86.00
Aerobics Adult Punch Pass - 18	\$	126.00	\$ 131.00
Aerobics Senior Punch Pass - 18	\$	114.00	\$ 119.00
Aerobics Adult Punch Pass - 24	\$	144.00	\$ 149.00
Aerobics Senior Punch Pass - 24	\$	130.00	\$ 135.00

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30,2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
<b>Sports Programs continued:</b>			
Great Mills Pool Continued	Pass: Lap Swim Punch Pass - 24	\$ 96.00	\$ 101.00
	Pass: Lap Swim Senior Punch Pass - 24	\$ 87.00	\$ 92.00
	Pass: Adult Punch Pass - 24	\$ 144.00	\$ 158.00
	Pass: Senior Punch Pass - 24	\$ 130.00	\$ 143.00
	Pass: Youth Punch Pass - 24	\$ 130.00	\$ 143.00
	Pass: HH Annual	\$ 425.00	\$ 467.00
	Pass: Annual Adult	\$ 325.00	\$ 357.00
	Pass: Annual #2	\$ 293.00	\$ 322.00
	Pass: Annual additional child	\$ 240.00	\$ 264.00
	Pass: Annual Senior	\$ 225.00	\$ 247.00
	Pass: Annual Senior #2	\$ 203.00	\$ 223.00
	Pass: Annual Youth	\$ 225.00	\$ 247.00
	Pass: HH 6 month	\$ 255.00	\$ 280.00
	Pass: 6 month Adult	\$ 260.00	\$ 286.00
	Pass: 6 month Adult #2	\$ 234.00	\$ 257.00
	Pass: 6 month Additional Child	\$ 120.00	\$ 132.00
	Pass: 6 month Senior	\$ 155.00	\$ 170.00
	Pass: 6 month Senior #2	\$ 140.00	\$ 154.00
	Pass: 6 month Youth	\$ 155.00	\$ 170.00
	Pass: HH Winter Weekend	\$ -	\$ -
	Pass: HH Winter Weekday	\$ -	\$ -
	Pass: HH Summer Weekend	\$ -	\$ -
	Pass: HH Summer Weekday	\$ -	\$ -
	Pass: Special Bubble to Bubble	\$ 378.00	\$ 415.00
	Pass: Special Summer Only	\$ 125.00	\$ 137.00
	All Access Swim Pass - 30 Punch	\$ 150.00	\$ 165.00
	Rental: GMAC lane rental/hour	\$ 11.00	\$ 15.00
	Rental Reservation Fee	\$ 60.00	\$ 75.00
	Rental: Party small	\$ 250.00	\$ 265.00
	Rental: Party large	\$ 320.00	\$ 335.00
	Team: Swim Team Meets	\$ 275.00	N/A
Wellness & Aquatics Center (NEW in FY2022)	Adult Daily Rate	\$ 10.00	\$ 12.00
	Adult Lap Swim	\$ 7.00	\$ 8.00
	Adult Lap Swim 24-Punch	\$ 87.00	\$ 96.00
	Adult 12-Punch Pass	\$ 96.00	\$ 120.00
	Adult 24-Punch Pass	\$ 168.00	\$ 210.00
	Adult 1-Month Pass	\$ 65.00	\$ 81.00
	Adult #2 1-Month Pass	\$ 58.00	\$ 72.00
	Adult Cardio Only 1-Month Pass	\$ 43.00	\$ 48.00
	Adult Bi-Annual Pass	\$ 351.00	\$ 438.00
	Adult #2 Bi-Annual Pass	\$ 314.00	\$ 392.00
	Adult Cardio Only Bi-Annual Pass	\$ 216.00	\$ 259.00
	Adult Annual Pass	\$ 624.00	\$ 780.00
	Adult #2 Annual Pass	\$ 557.00	\$ 696.00
	Adult Cardio Only Annual Pass	\$ 384.00	\$ 460.00
	Senior Daily Rate	\$ 7.00	\$ 8.00
	Senior Lap Swim	\$ 6.00	\$ 7.00

**FY2024 FEES AND CHARGES**

	Approved Fiscal Year	
	Res.	Non-Res.
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		
<b>Sports Programs continued:</b>		
Wellness & Aquatics Center Continued		
Senior Lap Swim 24-Punch	\$ 87.00	\$ 104.00
Senior 12-Punch Pass	\$ 84.00	\$ 100.00
Senior 24-Punch Pass	\$ 116.00	\$ 139.00
Senior 1-Month Pass	\$ 59.00	\$ 73.00
Senior #2 1-Month Pass	\$ 53.00	\$ 65.00
Senior Cardio Only 1-Month Pass	\$ 36.00	\$ 43.00
Senior Bi-Annual Pass	\$ 316.00	\$ 395.00
Senior #2 Bi-Annual Pass	\$ 283.00	\$ 353.00
Senior Cardio Only Bi-Annual Pass	\$ 195.00	\$ 234.00
Senior Annual Pass	\$ 562.00	\$ 702.00
Senior #2 Annual Pass	\$ 502.00	\$ 627.00
Senior Cardio Only Annual Pass	\$ 346.00	\$ 415.00
Youth Daily Rate	\$ 7.00	\$ 8.00
Youth Lap Swim	\$ 6.00	\$ 7.00
Youth Lap Swim 24-Punch	\$ 87.00	\$ 104.00
Youth 12-Punch Pass	\$ 84.00	\$ 100.00
Youth 24-Punch Pass	\$ 116.00	\$ 139.00
Youth Add-On Monthly Pass	\$ 20.00	\$ 20.00
Youth Add-On Bi-Annual Pass	\$ 120.00	\$ 120.00
Youth Add On Annual Pass	\$ 240.00	\$ 240.00
Household Couple + Child Monthly Pass	\$ 143.00	\$ 178.00
Household Couple + Child Bi-Annual Pass	\$ 785.00	\$ 951.00
Household Couple + Child Annual Pass	\$ 1,421.00	\$ 1,716.00
All Access Swim Pass - 30-Punch	\$ 150.00	\$ 165.00
Personal Training 30 minute session	\$ 40.00	\$ 45.00
Personal Training 60 minute session	\$ 60.00	\$ 65.00
Personal Training 30-min, 3-pass	\$ 105.00	\$ 110.00
Personal Training 30-min, 5-pass	\$ 150.00	\$ 155.00
Personal Training 30-min, 10-pass	\$ 250.00	\$ 255.00
Personal Training 60-min, 3-pass	\$ 165.00	\$ 170.00
Personal Training 60-min, 5-pass	\$ 250.00	\$ 255.00
Personal Training 60-min, 10-pass	\$ 450.00	\$ 455.00
Swim Training 30 minute session	\$ 40.00	\$ 45.00
Swim Training 60 minute session	\$ 60.00	\$ 65.00
Swim Training 30-min, 3-pass	\$ 105.00	\$ 110.00
Swim Training 30-min, 5-pass	\$ 150.00	\$ 155.00
Swim Training 30-min, 10-pass	\$ 250.00	\$ 255.00
Swim Training 60-min, 3-pass	\$ 165.00	\$ 170.00
Swim Training 60-min, 5-pass	\$ 250.00	\$ 255.00
Swim Training 60-min, 10-pass	\$ 450.00	\$ 455.00
Lifeguard Training Certification Class	\$ 275.00	\$ 280.00
Lifeguard Training Certification Review Class	\$ 125.00	\$ 130.00
Swim Lessons - Parent & Child	\$ 85.00	\$ 90.00
Swim Lessons - Preschool	\$ 85.00	\$ 90.00
Swim Lessons - Learn to Swim	\$ 85.00	\$ 90.00
Swim Lessons - Adult	\$ 85.00	\$ 90.00
Swim Clinics - Summer Camps	\$ 100.00	\$ 105.00
Swim Clinics - Adult	\$ 85.00	\$ 90.00
Swim Clinics - Beginner	\$ 85.00	\$ 90.00
Swim Clinics - Intermediate	\$ 85.00	\$ 90.00
Swim Clinics - Advanced	\$ 85.00	\$ 90.00
Rentals - Swim Teams (Lane Rental by Hour)	\$ 15.00	\$ 20.00
Rentals - Private Groups (Events)	\$ 370.00	\$ 407.00
Rentals - Party (Small)	\$ 250.00	\$ 275.00
Rentals - Party (Large)	\$ 320.00	\$ 352.00
Carver Recreation Center		
Gym Rent 0 - 50 people	\$ 75.00	\$ 90.00
Gym Rent 51- 100 people	\$ 85.00	\$ 100.00
Gym Rent 101 - 200 people	\$ 95.00	\$ 110.00
Gym Rent 201 - 300 people	\$ 165.00	\$ 190.00
Room Rent 30 people or less	\$ 35.00	\$ 50.00
Stage Rent	\$ 15.00	\$ 30.00
Tables and Chairs	\$ 30.00	\$ 45.00

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
Hollywood Recreation Center	Gym Rent 0 - 50 people	\$ 45.00	\$ 60.00
	Gym Rent 51- 100 people	\$ 55.00	\$ 70.00
	Room Rent	\$ 35.00	\$ 50.00
	Tables and Chairs	\$ 30.00	\$ 45.00
Leonard Hall Recreation Center	Gym Rent - UNDER 50	\$ 75.00	\$ 90.00
	Gym Rent - 51 -100	\$ 95.00	\$ 110.00
Margaret Brent Recreation Center	Gym Rental for 24 - under	\$ 55.00	\$ 70.00
	Gym Rental for 25 - up	\$ 75.00	\$ 90.00
Leonard Hall Recreation Center (Programs)	Hockey 6- 7 - Youth	\$ 95.00	\$ 100.00
	Soccer - Youth	\$ 60.00	\$ 65.00
	Soccer with shirts - Team	\$ 575.00	\$ 675.00
	Soccer without shirts - Team	\$ 525.00	\$ 625.00
	Field Hockey - Individual	\$ 60.00	\$ 65.00
	Lacrosse - Team	\$ 650.00	\$ 750.00
	Soccer without shirts - Fall Team	\$ 525.00	\$ 625.00
	Soccer with shirts - Fall Team	\$ 575.00	\$ 675.00
	Adult Soccer - Fall	\$ 95.00	\$ 100.00
	Soccer without shirts - Spring	\$ 525.00	\$ 625.00
	Soccer with shirts - Spring	\$ 575.00	\$ 675.00
	Indoor - Summer	\$ 425.00	\$ 475.00
	MULTISPORT CAMP	\$ -	\$ -
Youth Basketball	YOUTH BASKET BALL - Rec League	\$ 115.00	\$ 120.00
	BIDDY BASKETBALL - 6-7 years	\$ 75.00	\$ 85.00
	BASKETBALL 9-10th Grade	\$ 115.00	\$ 120.00
Youth Tennis	SUMMER CAMPS	\$ 105.00	\$ 110.00
	YOUTH TENNIS	\$ 90.00	\$ 95.00
Select Basketball	Select Basketball	\$ 125.00	\$ 130.00
Adult Kickball	Adult Kickball	\$ 450.00	\$ 500.00
Track & Field	Track & Field - Summer	\$ 50.00	\$ 55.00
	Cross Country	\$ 50.00	\$ 55.00
Men's Basketball	MENS BASKETBALL - Adult	\$ 1,100.00	\$ 1,200.00
	MENS BASKETBALL - Over 35	\$ 1,100.00	\$ 1,200.00
	DROP IN WINTER SESSION	\$ 5.00	\$ 7.00
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
	DROP IN WINTER SESSION	\$ 5.00	\$ 7.00

**FY2024 FEES AND CHARGES**

		Approved Fiscal Year July 1, 2023 - June 30, 2024	
<b>RECREATION &amp; PARKS ENTERPRISE FUNDS continued:</b>		Res.	Non-Res.
Sports Camps			
	BASEBALL CAMP	\$ 115.00	\$ 120.00
	BASEBALL HITTING CAMP	\$ <b>115.00</b>	\$ <b>120.00</b>
	BASEBALL BEFORE & AFTER	\$ 25.00	\$ 30.00
	BASKETBALL CAMP - League	\$ 100.00	\$ 105.00
	BASKETBALL CAMP INSTRUCTION	\$ <b>85.00</b>	\$ <b>90.00</b>
	BIDDY BASKETBALL CAMP	\$ <b>65.00</b>	\$ <b>70.00</b>
	FIELD HOCKEY CAMP	\$ 120.00	\$ 125.00
	SOCCER CAMP - Beginner	\$ <b>85.00</b>	\$ <b>90.00</b>
	SOCCER CAMP - Advanced	\$ <b>100.00</b>	\$ <b>105.00</b>
	SOFTBALL CAMP	\$ <b>85.00</b>	\$ <b>90.00</b>
	VOLLEYBALL CAMP	\$ <b>100.00</b>	\$ <b>105.00</b>
	LACROSSE CAMP	\$ 100.00	\$ 105.00
	BOY LACROSSE CAMP	\$ 110.00	\$ 115.00
	SPECIALIZED SPORTS CAMPS	\$ 100.00	\$ 105.00
Youth Sports Clinics			
	Clinics	\$ 30.00	\$ 35.00
Coaches Clinics			
	Clinics	\$ 5.00	\$ 10.00
Middle School Cheerleading			
	<b>Spirit Team (No longer offered)</b>	\$ -	\$ -
	Cheerleading	\$ 175.00	\$ 180.00
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			

## 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 of 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.
Excise Tax	A one-time monetary commitment to offset new development's impact on public facilities.
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.

## GLOSSARY

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.
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.
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).
Personal Services	Expenditures related to compensating employees, including salaries, wages, and fringe benefit costs.

## GLOSSARY

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.