



FISCAL YEAR 2025

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



ST. MARY'S COUNTY, MARYLAND

APPROVED REVENUES AND APPROPRIATIONS
OPERATING AND CAPITAL BUDGETS

FISCAL YEAR 2025

COMMISSIONERS OF ST. MARY'S COUNTY



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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, 2023

Christopher P. Morill

Executive Director

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

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 2024-2025

The Approved Budget for St. Mary's County for Fiscal Year beginning July 1, 2024 and ending June 30, 2025, as represented by the detailed and fully itemized statement contained within the "Approved Budget Document", is this date, May 21, 2024 approved by the Commissioners of St. Mary's County.

THIS DATE:

May 21, 2024

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



James R. Guy
James R. Guy, President

Michael R. Alderson
Michael R. Alderson, Commissioner

Eric S. Colvin
Eric S. Colvin, Commissioner

- No -
Michael L. Hewitt, Commissioner

Scott R. Ostrow
Scott R. Ostrow, Commissioner

ATTEST:

David A. Weiskopf

David A. Weiskopf
County Administrator

L. Jeannett Cudmore

L. Jeannett Cudmore
Chief Financial Officer

FY2025 APPROVED BUDGET MESSAGE

TO THE CITIZENS OF ST. MARY'S COUNTY:

The Commissioners of St. Mary's County ratified this FY2025 Approved Budget on May 21, 2024. It is based on recurring revenues of \$323,471,556 and the use of fund balance of \$6,654,485 resulting in a combined increase of \$11,929,118 or 3.7% compared to FY2024. This increase reflects the change in income tax percentage and the reimbursement from the retiree health insurance trust. Allocation to the Board of Education increases their recurring funding by \$7,000,000. Funding for the Sheriff's Office increased \$4.5 million over the FY2024 approved. The capital improvement program (CIP) budget includes funding for Roadway & Safety Improvements, Land Conservation, Recreation Facility & Park Improvements, YMCA, and \$24.6 million in public school projects - for a total of \$73.5 million.

REVENUE RATES

The County's Property tax rate remains the same as the prior fiscal year at .8478 which is .0374 higher than the Constant Yield Tax (CYT) rate of \$.8104. Assessments from the State grew by 5.4% compared to final assessments for FY2024. Actual FY2024 was impacted by the assessments that were removed for those that qualify for the credit from the PACT act and the increased number of Homestead Tax Credits. The overall Property Tax Revenue increase is \$3.2 million or 2.5%, over the FY2024 Approved Budget. The senior tax credit programs collectively reduce property taxes by an estimated \$790,000. The 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 increased to 3.20% of net taxable income, which will be effective January 1, 2025. With the increase of the rate starting in January – only half of the proposed increase in revenue will be realized in FY2025. Income tax revenue is expected to increase \$9.7 million over the FY2024 Approved Budget. Tax year growth averages 5.77% over the six latest tax years 2017 – 2022. This Approved Budget uses a 5.50% growth projection.

Revenues, excluding grants and the use of fund balance, are estimated to increase by approximately \$19.6 million over FY2024. From the 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 FY2029. CIP Operating Impacts continue to be reviewed closely as an additional \$974,139 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 7.4% for non-grant activities. Funding increases primarily reflect the addition of a 3% market increase for Law & Corrections, promotional ranks, and an increase to the Prime Care Medical Care Contract for Corrections. The CIP continues funding for the Sheriff's Headquarters Facility with \$948,000 in FY2025 for the total project of \$41.4 million with final funding in FY2026.

Elected Officials received a 1% Cola, 1 Merit Step increase, TOG Stipend and an increase to shift differential pay for those that meet certain criteria.

With the decreased enrollment of approximately 154 students, and the three-year rolling average reduced by 146, the Approved Budget for the Board of Education’s recurring funding was increased by \$7 million or 5.5%. The County funds the Board of Education over and above the State required local funding. Funding for the BOE represents 43% of the County’s non-grant and non-recurring revenue.

Recurring funding for County department-based activities and programs, excluding grants, increased by \$7.3 million, or 12%. County employees will receive a 1% Cola, a 1 step merit and an increase to shift differential for those who meet certain criteria. Based on a salary study – Employees on the County’s merit scale will also receive the first of three 3.66% market increases. Fee related changes are included for Aging & Human Services – Senior Center Room Rental Rates, Recreation & Parks – Recreation Activity Fees, and Solid Waste fees for excessive loads and tires.

Three positions were added to County Departments – one mid-year Childcare Specialist position and two positions in the Emergency Service Billing Fund – Medical Duty Officer Paramedic.

This Approved Budget includes a fire tax rate increase to .056 maximum for Ridge, Leonardtown, and Mechanicsville VFD.

MAINTAINING ADEQUATE RESERVES

The June 30, 2023, audit reflects an unassigned general fund balance of \$29 million. The ratio of County reserves to Revenue percentage is 16.68%. This budget includes the use of \$6.6 million of unassigned general fund balance for Non-Recurring Operating in the general fund. Additionally, \$2.4 million was reverted from the CIP fund for pay-go provided in the previous year. 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 FY2025, based on funding level. The County Net OPEB liability on June 30, 2023, was \$5.946 million, funded at 95.06%. The net position of the trust was \$114.4 million. Funding from the Trust will be reviewed annually.

Debt Service increased by \$655,919 – includes the principal and interest of the \$30 million sold in FY2024 and half of the interest for an upcoming sale in FY2025.

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 1.22% to 1.60%. The Debt Service expense to Operating Revenues ratio ranges from 5.00% to 7.34%.

POSITIONING COUNTY SERVICES FOR STABILITY

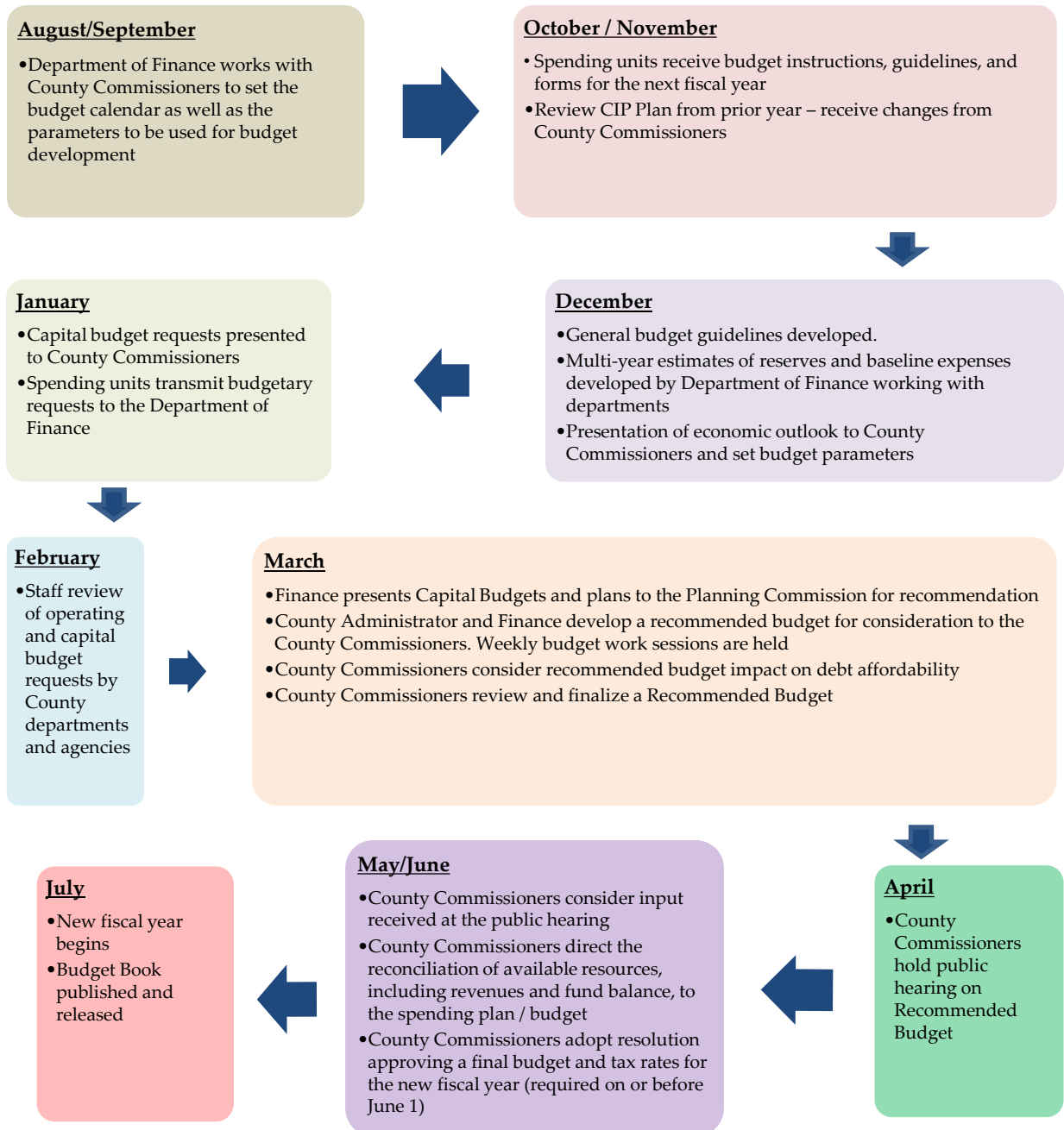
This Approved Budget is our fiscal plan for FY2025. We reviewed each budget request carefully and applied resources based on the needs and priorities of this community.

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 within our current budget projections.

COMMISSIONERS OF ST. MARY’S COUNTY

THE ST. MARY'S COUNTY BUDGET PROCESS

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



READERS' BUDGET GUIDE

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

The *Operating Budget* section presents summary and detailed information concerning the General Fund revenue structure and projections. The General Fund expenditure structure is described; summary and detailed information is included by spending unit and departments. Spending unit budgets are individually presented by the following sections: County Departments, Elected Officials, State Agencies/Independent Boards, and Other Budget Costs. Each spending unit budget displays a categorization of expenditures for the actual FY2023 expenditures, the approved FY2024, and the requested and approved FY2025 budgets. It also includes a description of the spending unit's programs and responsibilities, and highlights of the budget for FY2025. 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 FY2026 – FY2029. 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 FY2025 Capital Budget and Five-Year Capital Program (FY2026 to FY2030). 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 2025 BUDGET – How to Read the Budget Page

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

Link to mission on page II →

COUNTY COMMISSIONERS / ADMINISTRATOR

MISSION

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 2025 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p>Operating Budget The Description is followed by the goals set by the department and objectives used to achieve their goals.</p>
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<h2>COUNTY COMMISSIONERS / ADMINISTRATOR</h2> <hr/>	
	<p>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), 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.</p> <p>GOALS</p> <ul style="list-style-type: none">• 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 <p>OBJECTIVES</p> <ul style="list-style-type: none">• 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 2025 BUDGET – How to Read the Budget Page

<p><i>Reading a typical budget page</i></p>	<p>Operating Budget The budget page shows actual and estimated expenditures over a three-year period, and major highlights of the new budget including staffing.</p>
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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	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Legislative/County Commissioners	\$515,504	\$579,345	\$584,145	\$576,278
County Administrator	427,310	777,664	698,014	776,627
Public Information	<u>327,125</u>	<u>339,228</u>	<u>343,478</u>	<u>384,592</u>
Total Department	\$1,269,939	\$1,696,237	\$1,625,637	\$1,737,497

HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,737,497 an increase of \$41,260 or 2.4%. It includes county employee compensation changes mentioned in the budget highlights.

STAFFING

County Commissioners / County Administrator	FY2024 Adjusted	FY2025 Request	FY2025 Approved
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>
Total Department	13.75	13.75	13.75

Will show the budget for organization by division (if applicable) & total →

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

Funds requested in New Year

Funds approved in New Year ←

Original approved budget Audited actual expense for prior year

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

FISCAL YEAR 2025 BUDGET – How to Read the Budget Page

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

COUNTY COMMISSIONERS / ADMINISTRATOR

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
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 2025 BUDGET – How to Read the Budget Page

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

Specific Capital Project →

Description, planning justification & other detailed information →

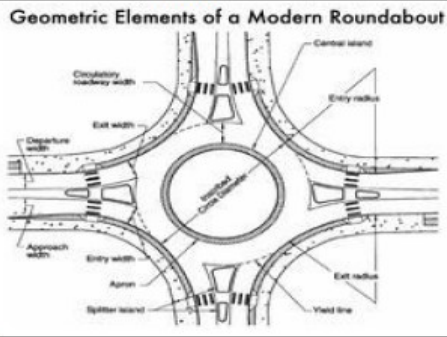
Discussion of Operating Budget Impact →

Prior year funding →

Project expenses →

Total estimated Project costs →

Specific source of funds for project by year →

Capital Improvement Program		FY25 - FY30																																																																																																										
Project Title Roadway & Safety Improvements	Project Number HW-2101	Classification Highways																																																																																																										
<p>Project Description</p> <p>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-sub-standard roads are the 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>		<p>Geometric Elements of a Modern Roundabout</p> 																																																																																																										
<p>Discussion of Operating Budget Impact</p> <p>Facilities constructed for the new roundabouts will require maintenance. The size of the facility and impact to operating has been estimated.</p>		<p>Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>																																																																																																										
<table border="1" style="width: 100%; border-collapse: collapse; text-align: right;"> <thead> <tr> <th style="text-align: left;">Appropriation Phase</th> <th>Total Project</th> <th>Prior Approval</th> <th>Budget</th> <th colspan="5">5-Year Capital Plan</th> <th>Balance to Complete</th> </tr> <tr> <th></th> <th>FY2025</th> <th>FY2026</th> <th>FY2027</th> <th>FY2028</th> <th>FY2029</th> <th>FY2030</th> <th></th> </tr> </thead> <tbody> <tr> <td>ASPHALT OVERLAY</td> <td>48,390,000</td> <td>12,000,000</td> <td>6,000,000</td> <td>6,000,000</td> <td>6,000,000</td> <td>6,000,000</td> <td>6,390,000</td> </tr> <tr> <td>ARCHITECT/ENGINEERING</td> <td>852,310</td> <td>470,800</td> <td>81,000</td> <td>81,000</td> <td>54,000</td> <td>54,000</td> <td>57,510</td> </tr> <tr> <td>CONSTRUCTION/SURFACING</td> <td>10,020,742</td> <td>6,212,500</td> <td>486,000</td> <td>486,000</td> <td>486,000</td> <td>766,800</td> <td>816,642</td> </tr> <tr> <td>GUARDRAIL ENDTREATMENTS</td> <td>923,020</td> <td>268,000</td> <td>108,000</td> <td>108,000</td> <td>108,000</td> <td>108,000</td> <td>115,020</td> </tr> <tr> <td>CRACKSEALING</td> <td>589,875</td> <td>135,000</td> <td>75,000</td> <td>75,000</td> <td>75,000</td> <td>75,000</td> <td>79,875</td> </tr> <tr> <td>OTHER(unanticipated and equipment rental)</td> <td>1,059,322</td> <td>338,800</td> <td>118,800</td> <td>118,800</td> <td>118,800</td> <td>118,800</td> <td>126,522</td> </tr> <tr> <td>LAND ACQUISITION</td> <td>1,846,750</td> <td>208,000</td> <td>108,000</td> <td>108,000</td> <td>350,000</td> <td>350,000</td> <td>372,750</td> </tr> <tr> <td>ROUNDAOBOUT CONSTRUCTION</td> <td>13,200,000</td> <td>3,700,000</td> <td></td> <td>2,500,000</td> <td>1,500,000</td> <td>1,500,000</td> <td>2,500,000</td> </tr> <tr> <td>ROAD WIDENING</td> <td>1,294,530</td> <td>312,000</td> <td>162,000</td> <td>162,000</td> <td>162,000</td> <td>162,000</td> <td>172,530</td> </tr> <tr> <td>Design for Intersection Improvement</td> <td>3,270,570</td> <td>978,000</td> <td>378,000</td> <td>378,000</td> <td>378,000</td> <td>378,000</td> <td>402,570</td> </tr> <tr> <td>TOTAL COSTS</td> <td>81,447,119</td> <td>24,623,100</td> <td>7,516,800</td> <td>10,016,800</td> <td>9,231,800</td> <td>9,512,600</td> <td>11,033,419</td> </tr> </tbody> </table>			Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete		FY2025	FY2026	FY2027	FY2028	FY2029	FY2030		ASPHALT OVERLAY	48,390,000	12,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,390,000	ARCHITECT/ENGINEERING	852,310	470,800	81,000	81,000	54,000	54,000	57,510	CONSTRUCTION/SURFACING	10,020,742	6,212,500	486,000	486,000	486,000	766,800	816,642	GUARDRAIL ENDTREATMENTS	923,020	268,000	108,000	108,000	108,000	108,000	115,020	CRACKSEALING	589,875	135,000	75,000	75,000	75,000	75,000	79,875	OTHER(unanticipated and equipment rental)	1,059,322	338,800	118,800	118,800	118,800	118,800	126,522	LAND ACQUISITION	1,846,750	208,000	108,000	108,000	350,000	350,000	372,750	ROUNDAOBOUT CONSTRUCTION	13,200,000	3,700,000		2,500,000	1,500,000	1,500,000	2,500,000	ROAD WIDENING	1,294,530	312,000	162,000	162,000	162,000	162,000	172,530	Design for Intersection Improvement	3,270,570	978,000	378,000	378,000	378,000	378,000	402,570	TOTAL COSTS	81,447,119	24,623,100	7,516,800	10,016,800	9,231,800	9,512,600	11,033,419
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Project Number

General budget category of CIP

Compliance information

Funds appropriated in current year for project

Estimated costs of project phases over the next 5 years

Total funding for Project

Incremental operating costs of project over the next 5 years

BASIS OF ACCOUNTING / BUDGETING

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied. The measurement focus identifies which transactions should be recorded.

Basis of Accounting – Accrual, Modified Accrual and Budget Basis

- a. *Accrual Basis* – The Commissioners of St. Mary’s County, for both governmental and business-type activities use the accrual basis of accounting in their financial statements and also, the proprietary and fiduciary fund financial statements. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.
- b. *Modified Accrual Basis* – The governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available; “Measurable” means knowing or able to reasonably estimate the amount, 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* – Actual results of operations are presented in the Statement of Revenues, Expenditures, Encumbrances, and Other Financing Sources and Uses – Budget (Non-GAAP Basis) and Actual – General Fund, 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 as on a general accepted accounting principles (GAAP) basis.

Note that information included above is from Page 37-38 from the Commissioners of St. Mary’s County, MD FY2023 Audited Financial Statements

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 support operation. The funds are remitted by the Treasurer and credited to this revolving fund.

Emergency Services Billing – This fund was 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 use enterprise funds to account for Wicomico Golf Course, fee-based Solid Waste and Recycling Activities, and Recreation Activities.

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

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

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

DEPARTMENT or AGENCY / FUND RELATIONSHIP

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

	GOVERNMENTAL			ENTERPRISE		
	General Fund	Capital Projects	Other	Solid Waste/ Recycling	Wicomico Golf	Recreation Activities
County Departments						
County Commissioners/County Administrator	√					
Aging & Human Services	√		√			
County Attorney	√					
Economic Development	√	√				
Finance	√					
Human Resources	√					
Information Technology	√	√				
Land Use & Growth Management	√	√	√			
Public Works & Transportation	√	√	√	√		
Recreation & Parks	√	√			√	√
Emergency Services	√	√	√			
Elected Officials						
Circuit Court	√					
Orphans' Court	√					
Office of the Sheriff	√	√	√			
Office of the State's Attorney	√		√			
Office of the County Treasurer	√					
Boards and State Agencies*						
Administrative Charging Committee	√					
Department of Health	√	√				
Department of Social Services	√					
Alcohol Beverage Board	√					
Board of Elections	√					
University of Maryland Extension (UME)	√					
Ethics Commission	√					
Police Accountability Board	√					
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*

FY2025 APPROVED BUDGET SUMMARY

FUND DESCRIPTION	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUESTED	FY2025 APPROVED
<u>General Fund</u>	\$ 305,224,269	\$ 318,196,922	\$ 331,436,123	\$ 330,126,041
<u>Enterprise Funds</u>				
Recreation and Parks Activity Fund	3,023,027	5,593,761	5,939,651	5,939,501
Wicomico Shores Golf Fund	1,701,196	1,814,344	1,884,050	1,993,882
Solid Waste & Recycling	5,685,335	6,003,154	6,199,722	6,409,069
<u>Special Revenue Funds</u>				
Miscellaneous Revolving Fund	250,425	1,073,362	1,014,459	1,023,759
Special Assessments Fund	52,913	48,694	48,694	42,369
Emergency Services Support Fund	8,372,908	5,170,019	4,413,886	4,477,943
Emergency Services Billing Fund	5,278,685	6,863,321	6,853,509	7,789,930
<u>Other Operating Funds-Independent Board</u>				
<i>(Non-Appropriated State, Federal, Miscellaneous Funds – will be updated when final budgets are received)</i>				
Board of Education-General Operating	136,621,954	152,552,263	152,243,509	155,575,885
Board of Education - Restricted Fund	33,952,685	49,217,824	33,283,527	38,135,211
Board of Education - Revolving Fund	8,931,741	12,620,332	13,190,994	13,162,715
Board of Library Trustees	1,031,349	1,101,897	1,101,897	1,194,721
College of Southern Maryland	<u>52,089,124</u>	<u>64,269,414</u>	<u>62,437,880</u>	<u>61,659,758</u>
<u>Total Operating Funds</u>	<u>\$562,215,611</u>	<u>\$624,525,307</u>	<u>\$620,047,901</u>	<u>\$627,530,784</u>
<u>Capital Projects Fund</u>	<u>\$68,846,622</u>	<u>\$75,244,220</u>	<u>\$84,956,198</u>	<u>\$73,508,035</u>

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 2025 TOTAL OPERATING BUDGET - BY FUND

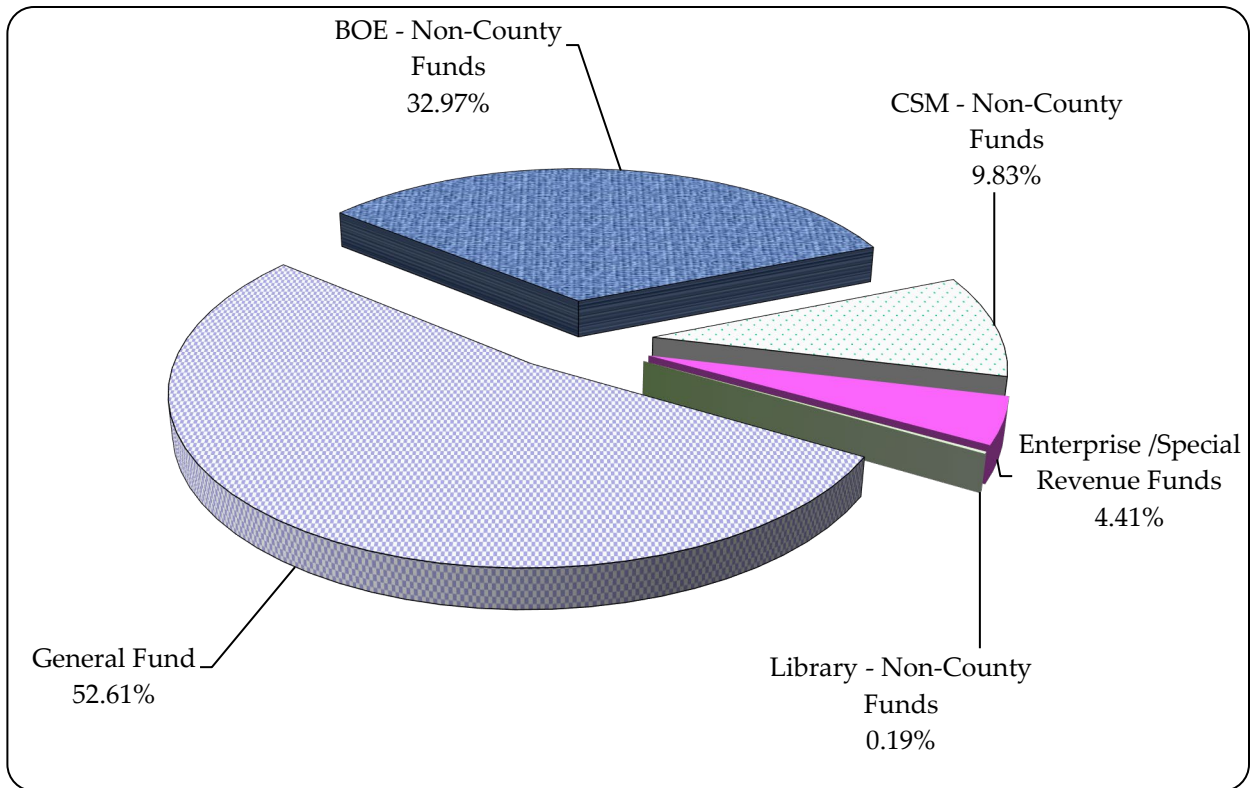
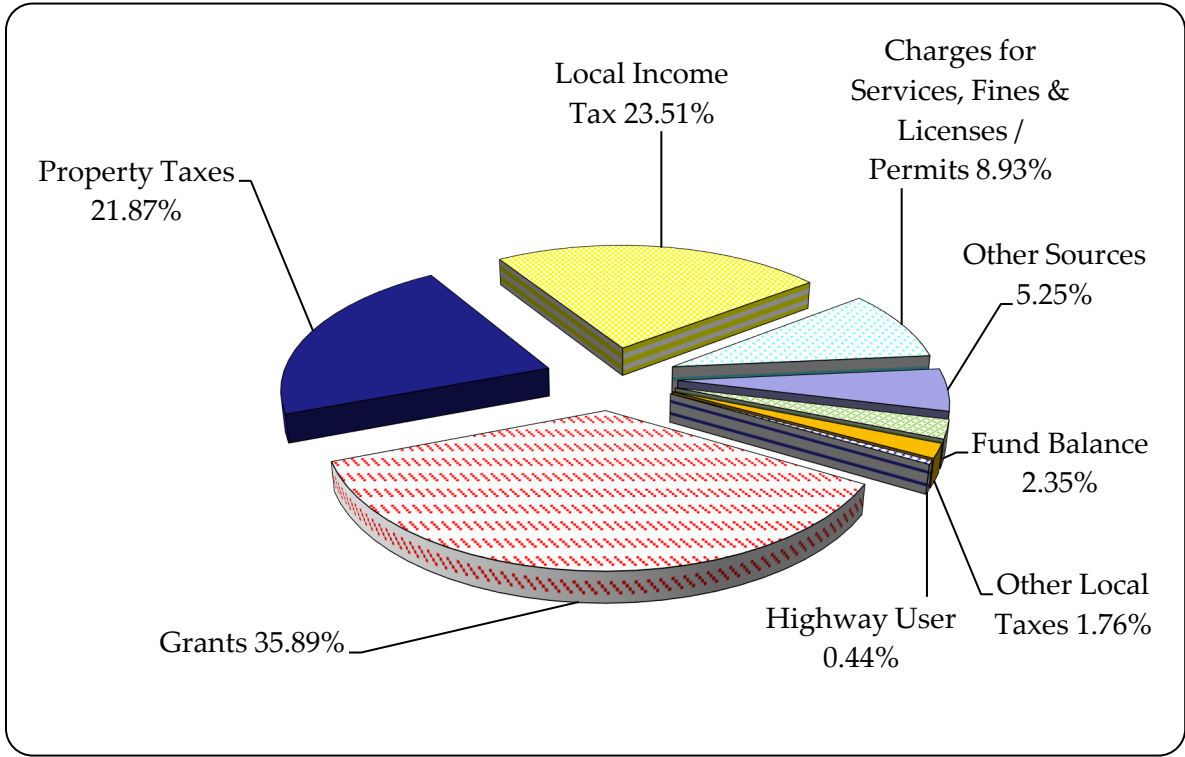


Chart shows the Percentages of the FY2025 Operating Budget - by Fund Categories

General Fund	\$330,126,041
Bd. of Education - Non-County Funds	206,873,811
CSM – Non-County Funds	61,659,758
Enterprise / Special Revenue Funds	27,676,453
Library - Non-County Funds	<u>1,194,721</u>
Total – All Funds	<u>\$627,530,784</u>

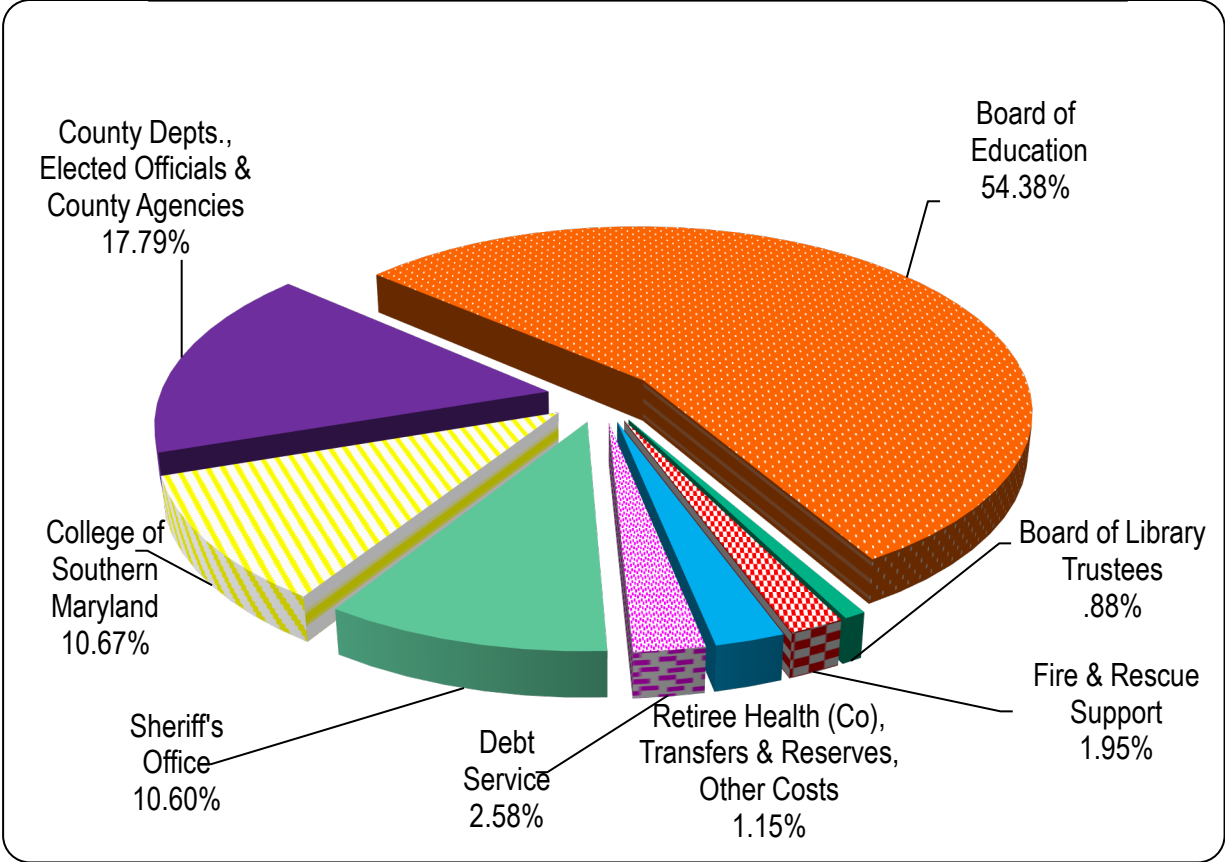
FY2025 TOTAL BUDGET - REVENUES



Projection of Revenue Sources that make up the FY2025 Budget Total of \$627,530,784 – by Percentages

State / Federal Grants	\$225,244,764
Local Income Tax	147,556,606
Property Taxes	137,228,038
Charges for Services / Licenses / Fines	56,040,955
Other Sources	32,959,963
Other Local Taxes	11,015,000
Highway User Revenues	<u>2,757,385</u>
Sub-Total	\$612,802,711
Appropriation of Fund Balance	<u>14,728,073</u>
\$6,654,485 – County	
\$7,096,904 – Board of Education	
\$876,684 – College of Southern Maryland	
\$100,000 – Library	
Total Budget – Revenues	<u>\$627,530,784</u>

FY2025 TOTAL BUDGET - EXPENDITURES



County Expenditures for FY2025 Total of \$627,530,784 – Percentages by Entity/Category

Board of Education	\$341,243,718
County Departments, Other Elected Officials & Co. Agencies	111,616,672
College of Southern Maryland	66,942,378
Sheriff's Office	66,518,347
Debt Services	16,197,331
Transfers, Reserves & Other Costs	7,231,708
Fire & Rescue Support	12,267,873
Board of Library Trustees	5,512,757
Total Budget-Expenditures	<u>\$627,530,784</u>

GENERAL OPERATING FUND

BUDGET HIGHLIGHTS

FY2025 APPROVED OPERATING BUDGET

The following represents brief highlights of budget changes between FY2024 and FY2025. For more detail, please refer to the appropriate sections in the Approved Budget book.

GENERAL:

The general fund budget totals \$330,126,041 which is \$11,929,118 or 3.7% more than the Approved FY2024 Budget.

This is comprised of revenues totaling \$323,471,556 which is a 6.3% increase from FY2024 revenues and the use of Fund Balance of \$6,654,485 for Non-Recurring General Fund expenditures.

REVENUES:

Real Property Tax Rate continues at \$.8478 per \$100 of assessed value; this is .0374 or 4.6% higher than the Constant Yield Rate of .8104. The Constant Yield Tax rate is the rate utilized to keep revenue the same as the prior year based on increased assessments. If the Constant Yield Tax was adopted, it would reduce revenue by approximately \$5.5 million. Property tax revenue is estimated to increase \$3,264,579 over the FY2024 budget – to \$133.6 million, a 2.5% 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 \$790,000, reflecting actual credits distributed. Property tax revenue and senior tax credits are reduced from the impact of the Federal PACT Act by reducing property tax assessments for 100% disabled veterans.

St. Mary’s County Income Tax rate increased to 3.20% of net taxable income, effective January 1, 2025. Income tax revenues are projected to increase \$9,727,125 or 7.1% over the FY2024 budget to a total of \$147.5 million. Tax year 2022 returns demonstrated a growth rate of 1.94% for St. Mary’s County, and State average was a negative 1.2%, reduced withholdings and growth overall in the State. Over the last six years, the County’s average Tax Year growth is 5.77% and this FY2025 approved budget uses a growth rate of 5.50%. The average estimated distribution of unallocated receipts, penalties, and interest amounts to \$8 million. The County recognizes that over the last six years an additional \$27.5 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.

In response, the County is adding an additional \$4.5 million to the estimated income tax revenue, better reflecting the average receipt from the past six years. This will continue to be monitored.

REVENUES (continued):

Other local taxes total \$11,015,000 which is a \$1,241,250 decrease or 10.1% less than the Approved FY2024 Budget. Each of these taxes has different patterns of activity during the year, and the estimates for FY2025 are based on the FY2024 amounts to date, compared to prior trends. The decrease is principally related to recordation taxes with a \$1,500,000 decrease under FY2024, likely from the reduced number of homes sales, increased mortgage interest rates, and inventory. Both admission & amusements and public accommodation tax revenue estimates were increased based on collection trends. The County remains positive that the post-pandemic re-opening will continue the increased revenue trend in this revenue.

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. FY2025 Estimate receipts from the State are \$2,757,385; \$476,773 more than the approved FY2024 budget. This amount reflects the State’s increase to the Transportation fund – funding in future years could be updated, depending on revenues received at State.

Charges for Services revenue is projected to decrease from \$4,252,606 in FY2024 to an estimated \$4,134,400 in FY2025, a decrease of \$118,206. The largest decrease, \$147,908, reflects the decrease in actual other revenue – principally from a reduced health insurance rate increase.

State and federal grants are projected to be \$13,992,102 in FY2025, a decrease of \$383,383 compared to FY2024. The largest decrease is from the Department of Public Works & Transportation – STS Federal funding was reduced by approximately \$1.2 million based on the actual received in FY2024. As with past years, grants are variable from year to year and reduced revenue has corresponding reduced expenditures.

Other revenues are increasing by \$7.6 million principally from the reimbursement from the retiree health trust for retiree health benefits and interest income with increased interest rates.

FUND BALANCE:

The June 30, 2023, audit reflects an unassigned general fund balance of \$29,052,079. The ratio of County reserves to revenue percentage was 16.68%. The available unassigned fund balance that can be used to maintain the 15% ratio is \$4.9 million. \$2.4 million was reverted from capital project Elms Beach to the general fund to allow for the use of \$6.6 million used for non-recurring equipment and one-time expenses 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

- Unassigned Fund balance is being used for non-recurring equipment - \$1,000,000 in Information Technology for replacement tough books for the Sheriff's Office, \$185,000 replacement lifts in Department of Public Works & Transportation, and over \$4 million for Emergency Services – 100 microwave replacement, portable radios for fire departments, four symphony consoles and 40 replacement portable radios.
- Non-Profit funding in departments total \$1,066,132 using unassigned fund balance in County departments.
- 4 positions were added to County Departments – a mid-year Childcare Specialist for Recreation & Parks and two in the Emergency Medical Billing fund – Medical Duty Officer Paramedic Lieutenants. A grants position for Aging and Human Services was added.
- The Information Technology budget includes Network Core Cisco Router Lifecycle Replacement - \$110,000 and Tyler System Annual Maintenance \$219,847.
- Land Use and Growth Management includes \$125,000 for the Comprehensive Water & Sewer Plan – contracted services.
- \$125,000 for Aeropark Masterplan and two garage sheds for recreation and parks were included using unassigned fund balance.
- The County's merit scale will receive a three-year phase in of 3.66% market increase as recommended by the consultant. Additionally, County Employees will receive a 1% Cola and a 1 step merit increase. An increase to the Shift Differential rate from \$1.00 to \$2.00 per hour for 24/7 County employees required to work shifts and meeting specific criteria.

ELECTED OFFICIALS

- Ranks were added for the Sheriff's Sworn – Law and Corrections.
- The Sheriff's Sworn Law and Corrections salary scale will receive a 3% market increase and Top of Grade for Sworn Scale employees.
- Elected Officials will also receive a 1% Cola and a 1 step merit increase. Top of Grade equivalent of 2.5% and increase to the Shift Differential rate from \$1.00 to \$2.00 per hour for 24/7 County employees required to work shifts and meeting specific criteria.
- Circuit Court Bailiff's will receive an increase in per diem from \$75/day to \$120/day – costing \$79,222.
- The Sheriff's Office will receive \$370,342 for the PrimeCare Medical Contract Modification for Corrections.
- The Treasurer's office will receive a \$700 Bill folding machine – using unassigned fund balance.

BOARDS and STATE AGENCIES

- The Health Department received \$315,130 for compensation increases.
- Funding for the Library includes \$489,988 for compensation and non-recurring furniture.
- College of Southern MD includes \$273,562 – the MOE based on square footage of buildings in St. Mary’s County and number of enrolled students.
- The Alcohol Beverage Board Inspector position was increased to a full time position.
- The Board of Education’s funding from the County totals \$134,369,907 for recurring compensation, benefits, and transportation. Maintenance of effort (MOE), updated from MSDE calculations requires only \$126,267,144 and the latest Fiscal Impact on the Blueprint indicates local required funding should be \$121.4 million. The three year rolling enrollment is 16,755.42 per MSDE.

OTHER BUDGET COSTS

- Retiree Health for current retirees will be funded from the Retiree Benefit Trust for FY2025, offsetting the revenue in Other Income \$6,182,000. The County Net OPEB Liability on June 30, 2023, was \$5.946 million, 95.06% funded.
- Debt service increased by \$655,919 and includes the full year funding of principal and interest of the \$30 million sale that closed in FY2024. Budgeted half year of interest for the sale planned in FY2025, another \$30 million.

TRANSFERS and RESERVES

- \$816,922 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. This will also be available for any revenue shortfalls that may be experienced in the next fiscal year.
- Reverted Pay-Go from CIP – increases the amount to use for non-recurring equipment in the general fund.

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	FY2023	FY2024	FY2025	INCREASE / (DECREASE) OVER FY2024 APPROVED	
	ACTUAL	APPROVED	APPROVED	AMOUNT	PERCENT
Total, Property Taxes	122,946,791	130,413,459	133,678,038	3,264,579	2.5%
Total, Income Taxes	126,981,940	137,829,481	147,556,606	9,727,125	7.1%
Total, Other Local Taxes	11,441,125	12,256,250	11,015,000	(1,241,250)	-10.1%
Total, Highway User	1,866,156	2,280,612	2,757,385	476,773	20.9%
Total, Licenses and Permits	558,661	723,020	638,020	(85,000)	-11.8%
Total, Charges for Services	3,680,029	4,252,606	4,134,400	(118,206)	-2.8%
Total, Fines and Forfeitures	53,153	36,250	49,625	13,375	36.9%
Total, State/Federal Grants	14,894,477	14,375,485	13,992,102	(383,383)	-2.7%
Total, Other Revenues	10,219,422	2,029,760	9,650,380	7,620,620	375.4%
Total - Other Financing Sources	(657,958)	14,000,000	6,654,485	(7,345,515)	-52.5%
TOTAL, GENERAL FUND REVENUE SOURCES	\$291,983,796	\$318,196,923	\$330,126,041	\$11,929,118	3.7%
Total, General Fund Revenues - (Excl. Other Financing Sources)	\$292,641,754	\$304,196,923	\$323,471,556	\$19,274,633	6.3%

EXPENDITURES SUMMARY

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED AMOUNT	PERCENT
County Commissioners/County Administrator	1,269,939	1,696,237	1,655,637	1,737,497	41,260	2.4%
Aging & Human Services	7,087,662	6,340,142	5,962,073	6,817,504	477,362	7.5%
County Attorney	1,044,688	1,343,623	1,346,772	1,375,951	32,328	2.4%
Economic Development	2,259,736	2,271,063	2,226,808	2,364,927	93,864	4.1%
Emergency Services	12,943,250	10,247,110	13,633,132	16,298,079	6,050,969	59.1%
Finance	2,285,474	2,393,945	2,393,945	2,396,573	2,628	0.1%
Human Resources	2,176,983	2,789,745	3,488,545	3,489,783	700,038	25.1%
Information Technology	5,343,191	7,221,577	6,469,417	7,426,382	204,805	2.8%
Land Use & Growth Management	2,491,883	3,257,592	3,352,765	3,367,992	110,400	3.4%
Public Works & Transportation	22,119,435	26,263,483	25,164,793	25,410,138	(853,345)	-3.2%
Recreation & Parks	5,369,910	5,925,298	6,370,857	6,494,103	568,805	9.6%
Total, Departments	64,392,151	69,749,815	72,064,744	77,178,929	7,429,114	10.7%
Circuit Court	1,887,369	2,427,974	2,432,541	2,563,881	135,907	5.6%
Orphans' Court	68,347	76,293	73,883	74,155	(2,138)	-2.8%
Office of the Sheriff	54,022,580	61,940,361	65,942,716	66,518,347	4,577,986	7.4%
Office of the State's Attorney	5,209,720	6,374,184	6,889,053	5,916,755	(457,429)	-7.2%
Office of the County Treasurer	489,391	573,927	575,827	616,360	42,433	7.4%
Total, Elected Officials	61,677,407	71,392,739	75,914,020	75,689,498	4,296,759	6.0%
Department of Health	3,197,809	5,029,587	5,662,830	5,344,717	315,130	6.3%
Department of Agriculture	105,724	115,000	126,000	126,000	11,000	9.6%
Department of Social Services	499,426	566,965	575,762	568,963	1,998	0.4%
Alcohol Beverage Board	332,246	438,922	396,888	379,230	(59,692)	-13.6%
Board of Elections	1,857,906	2,051,192	2,353,717	2,333,191	281,999	13.7%
University of Maryland Extension (UME)	270,262	295,716	311,098	311,098	15,382	5.2%
Ethics Commission	125	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	188,712	123,373	127,373	127,373	4,000	3.2%
So. MD Resource Conservation & Development	15,300	15,300	31,300	20,600	5,300	34.6%
So. MD Tri-County Community Action Committee, I	35,000	35,000	100,000	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	0	(143,600)	-100.0%
SDAT - Leonardtown Office	427,810	427,810	443,507	443,507	15,697	3.7%
University System of Maryland at Southern Maryland (USMSM)	40,000	40,000	40,000	40,000	0	0.0%
County Funds - Board of Education	121,524,908	127,369,907	136,934,756	134,369,907	7,000,000	5.5%
County Funds - BOE Non-Recurring	0	700,000	0	0	(700,000)	-100.0%
County Funds - College of Southern Maryland	4,734,428	5,009,058	5,282,620	5,282,620	273,562	5.5%
County Funds - Board of Library Trustees	3,310,050	3,828,048	4,887,458	4,318,036	489,988	12.8%
Total, Boards and State Agencies	136,810,806	146,317,811	157,545,242	153,828,575	7,510,764	5.1%
SUB-TOTAL	262,880,364	287,460,365	305,524,006	306,697,002	19,236,637	6.7%
Other Budget Costs						
Appropriation Reserve	0	2,500,000	2,500,000	2,500,000	0	0.0%
Leonardtown Tax Rebate	70,928	72,786	72,786	72,786	0	0.0%
Employer Contributions - Retiree Health Costs	4,497,233	0	6,182,000	6,182,000	6,182,000	100.0%
Employer Contributions - Unemployment	(17,736)	10,000	5,000	5,000	(5,000)	-50.0%
Bank / GOB Costs	28,023	55,000	55,000	55,000	0	0.0%
Debt Service	13,313,552	15,541,412	16,197,331	16,197,331	655,919	4.2%
Other Budget Costs	17,892,000	18,179,198	25,012,117	25,012,117	6,832,919	37.6%
Subtotal, Excludes Transfers	280,772,364	305,639,563	330,536,123	331,709,119	26,069,556	8.5%
Transfers & Reserves						
Pay-Go	24,186,905	11,657,360	0	(2,400,000)	(14,057,360)	-120.6%
Reserve - Bond Rating	265,000	400,000	400,000	0	(400,000)	-100.0%
Reserve - Emergency	0	500,000	500,000	816,922	316,922	63.4%
Transfers & Reserves	24,451,905	12,557,360	900,000	(1,583,078)	(14,140,438)	-112.6%
TOTAL GENERAL FUND BUDGET	\$305,224,269	\$318,196,923	\$331,436,123	\$330,126,041	\$11,929,118	3.7%

FY2025 GENERAL FUND - REVENUES

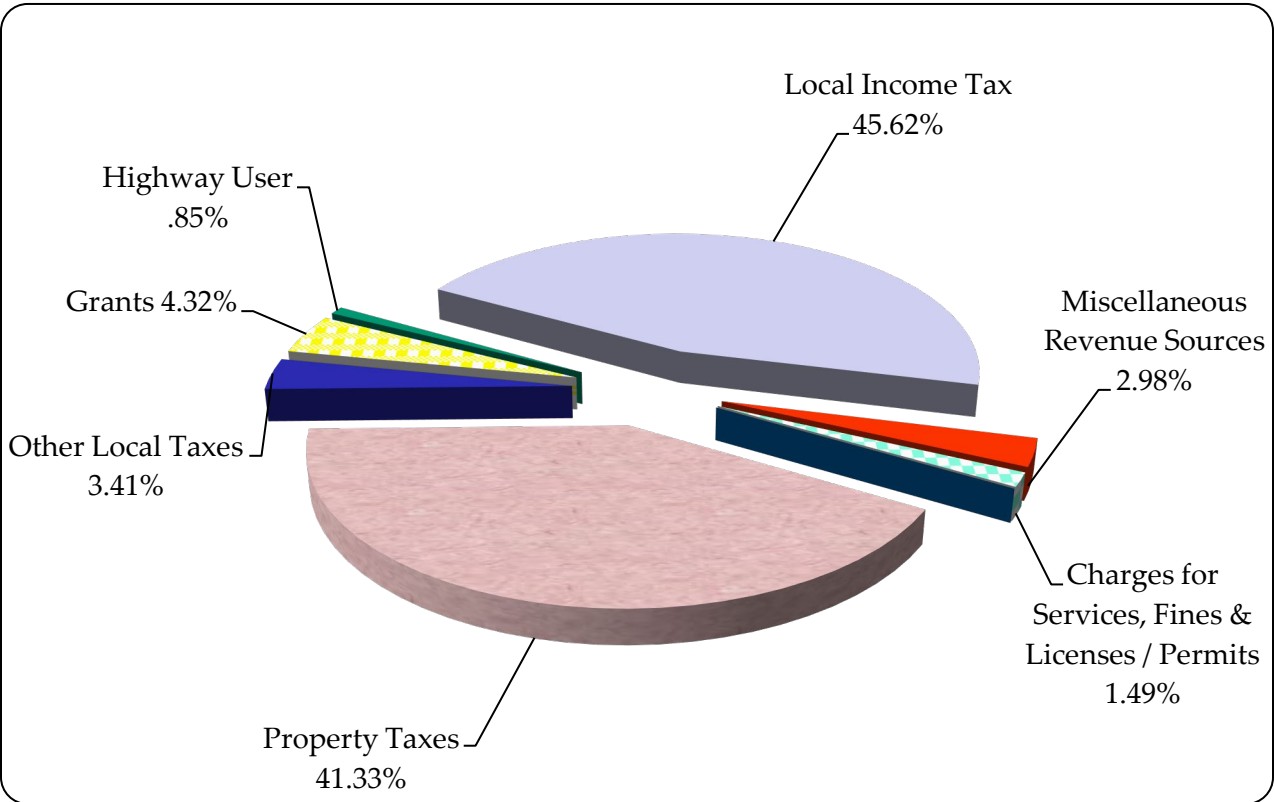


Chart is % of Total County Revenue (excluding Fund Balance) - \$323,471,556 – by Revenue Source

Local Income Tax	\$147,556,606
Property Tax	133,678,038
State / Federal Grants	13,992,102
Other Local Taxes	11,015,000
Miscellaneous Revenue Sources	9,650,380
Charges for Services / Licenses / Fines	4,822,045
Highway User Revenues	2,757,385
TOTAL GENERAL FUND – REVENUES (Excluding Fund Balance)	<u>\$323,471,556</u>
Other Financing Sources – Fund Balance	<u>6,654,485</u>
TOTAL GENERAL FUND – REVENUES	<u>\$330,126,041</u>

FY2025 GENERAL FUND - EXPENDITURES

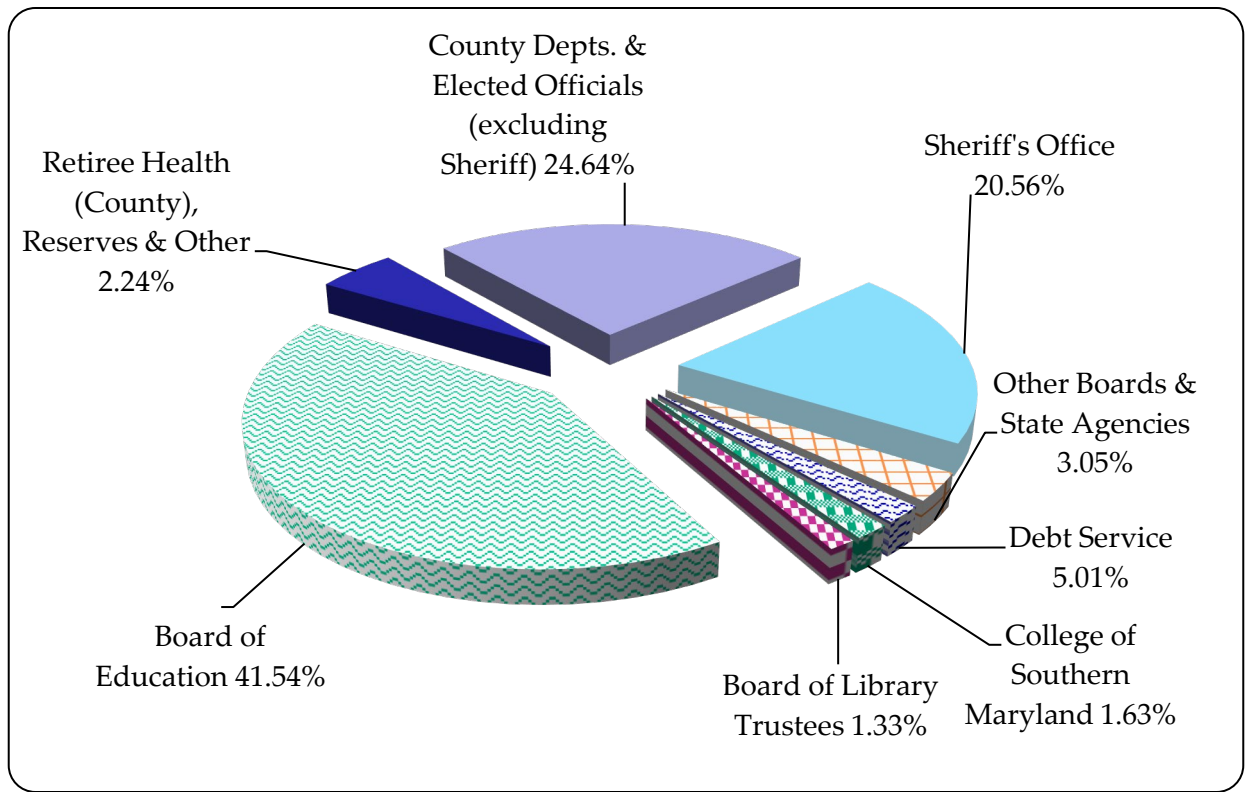


Chart is % of Total County Expenditures (excluding Fund Balance) - \$323,471,556- by Entity

Board of Education	\$134,369,907
County Departments, Elected Officials (excluding Sheriff)	86,350,080
Sheriff's Office	66,518,347
Debt Services	16,197,331
Other Boards & State Agencies	9,858,012
Retiree Health (County), Reserves, & Other Costs	7,231,708
College of Southern Maryland	5,282,620
Board of Library Trustees	<u>4,318,036</u>

TOTAL GENERAL FUND EXPENDITURES

\$330,126,041

BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED

<u>REVENUE SOURCE</u>	FY2023 ACTUAL	FY2024 APPROVED	FY2025 APPROVED	INCREASE (DECREASE) OVER FY2024 APPROVED	
				AMOUNT	PERCENT
PROPERTY TAXES					
Real Property - Full Year	115,672,398	123,080,507	127,138,846	4,058,339	3.3%
Real Property - Half Year	269,066	273,505	243,101	(30,404)	-11.1%
Personal Property - Sole Prop	179,062	189,695	158,639	(31,056)	-16.4%
Public Utilities	3,168,392	3,915,734	3,231,623	(684,111)	-17.5%
Ordinary Bus Corporation	3,773,538	3,604,210	3,014,148	(590,062)	-16.4%
Personal Property - Collection Fees	(23,319)	0	0	0	0.0%
Additions and Abatements	(168,967)	(600,000)	(250,000)	350,000	-58.3%
Penalties and Interest	693,369	775,000	760,000	(15,000)	-1.9%
Enterprise Zone Credit	(10,791)	(40,000)	0	40,000	-100.0%
Homeowners Tax Credit (County)	(613,408)	(900,000)	(700,000)	200,000	-22.2%
Other Tax Reimbursement	(22,453)	(30,000)	(40,000)	(10,000)	33.3%
Tax Sale Revenue	6,074	10,000	10,000	0	0.0%
Payments In Lieu of Taxes	244,681	162,808	244,681	81,873	50.3%
Senior Tax Cap Credit 70	(528,909)	(530,000)	(500,000)	30,000	-5.7%
Senior Tax Credit/Recaptured Sr. Tax Credit	(210,021)	(280,000)	(230,000)	50,000	-17.9%
Local Sr. Tax Credit 65-10	(57,009)	(75,000)	(60,000)	15,000	-20.0%
State Homeowners Credit	613,408	900,000	700,000	(200,000)	-22.2%
Ag Tax Deduction/Tobacco Barn Tax Credit	(38,320)	(43,000)	(43,000)	0	0.0%
Total, Property Taxes	122,946,791	130,413,459	133,678,038	3,264,579	2.5%
INCOME TAXES					
Local Income Tax	126,981,940	137,829,481	147,556,606	9,727,125	7.1%
Total, Income Taxes	126,981,940	137,829,481	147,556,606	9,727,125	7.1%
OTHER LOCAL TAXES					
Admissions and Amusement	132,883	100,000	140,000	40,000	40.0%
CATV Franchise Fee	894,184	1,050,000	1,000,000	(50,000)	-4.8%
Energy Taxes	1,288,528	256,250	325,000	68,750	26.8%
Public Accommodations Tax	1,175,385	1,000,000	1,200,000	200,000	20.0%
Recordation Taxes	7,597,691	9,500,000	8,000,000	(1,500,000)	-15.8%
Trailer Park Tax	352,454	350,000	350,000	0	0.0%
Total, Other Local Taxes	11,441,125	12,256,250	11,015,000	(1,241,250)	-10.1%
Shared Revenues					
Highway Users Revenue	1,866,156	2,280,612	2,757,385	476,773	20.9%
Total, Shared Revenues	1,866,156	2,280,612	2,757,385	476,773	20.9%
LICENSES AND PERMITS					
Auto Tag Fees	624	1,000	1,000	0	0.0%
Beer, Wine, Liquor Licenses	86,012	85,000	91,000	6,000	7.1%
Beer, Wine, Liquor Transfer	1,000	1,000	1,000	0	0.0%
LUGM Inspections & Compliance	67,235	100,000	99,000	(1,000)	-1.0%
LUGM Business Licenses & Permit Services	224,465	335,000	245,000	(90,000)	-26.9%
Marriage Licenses	7,913	8,000	8,000	0	0.0%
DPW & T Constr.&Insp. Licenses-Materials Testing	3,712	23,000	23,000	0	0.0%
Taxicab Licenses, Peddlers & Bingo	15	20	20	0	0.0%
Traders Licenses	167,685	170,000	170,000	0	0.0%
Total, Licenses and Permits	558,661	723,020	638,020	(85,000)	-11.8%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2023 ACTUAL	FY2024 APPROVED	FY2025 APPROVED	INCREASE (DECREASE) OVER FY2024 APPROVED	
				AMOUNT	PERCENT
CHARGES FOR SERVICES					
Aging - Rents and Concessions	16,681	18,000	18,000	0	0.0%
Alcohol Beverage - Application Fees	4,500	2,500	3,000	500	20.0%
Circuit Court Juror Fee Reimbursement/Other	96,715	91,000	91,000	0	0.0%
Corrections - Home Detention	44,314	70,000	6,000	(64,000)	-91.4%
Corrections - Housing State Prisoners	50,085	75,000	63,000	(12,000)	-16.0%
Corrections - Sex Offender Fees	2,200	4,000	1,000	(3,000)	-75.0%
DPW & T Development Review	0	1,000	1,000	0	0.0%
DPW & T Engineering Services	72,562	102,190	92,190	(10,000)	-9.8%
DPW & T Highways Fees	(2,700)	75	75	0	0.0%
DPW & T Passenger Fees/Other Income	208,830	443,294	438,294	(5,000)	-1.1%
DPW & T Airport Charges	75,668	65,000	65,000	0	0.0%
Economic Development Rents and Concessions	75,750	76,500	76,500	0	0.0%
General Gov't - Other Fees	442	10,000	5,000	(5,000)	-50.0%
HR-Medicare Drug Subsidy	166,010	140,000	190,000	50,000	35.7%
LUGM Board of Electrical Examiners	3,800	20,100	5,800	(14,300)	-71.1%
LUGM Boards & Commissions	17,000	14,000	15,000	1,000	7.1%
LUGM Comprehensive Planning	20,130	25,000	5,000	(20,000)	-80.0%
LUGM Concept Site Plan Review	0	300	0	(300)	-100.0%
LUGM Development Services	125,328	109,700	100,485	(9,215)	-8.4%
LUGM Metropolitan Planning Organization	21,099	18,100	18,100	0	0.0%
LUGM Other Income/Advertising/Admin Recovery	20,508	16,000	12,500	(3,500)	-21.9%
LUGM Zoning Administration	3,500	3,500	5,500	2,000	57.1%
Maps & Publications	25	300	150	(150)	-50.0%
Other Revenue -Incl.Ins. Proceeds/ComData Reb.	407,160	713,258	565,350	(147,908)	-20.7%
Other Revenue - Admin Recovery	882	1,700	1,700	0	0.0%
ES 911 Service Fees	1,064,403	1,040,000	1,200,000	160,000	15.4%
ES Tower Revenue	177,976	160,000	180,000	20,000	12.5%
R & P Grass Cutting & Parks Lighting	225	8,000	8,000	0	0.0%
R & P Museum	54,770	45,600	50,600	5,000	11.0%
R & P Park Entrance Fees	172,217	135,000	150,000	15,000	11.1%
Regional Library	88,372	44,200	60,000	15,800	35.7%
Rents and Concessions	16,930	17,059	17,059	0	0.0%
Sheriff - Alcohol Enforcement	93,329	207,041	108,182	(98,859)	-47.7%
Sheriff - Fingerprinting	124,965	85,000	105,000	20,000	23.5%
Sheriff - Overtime Reimb/Other-Corrections	96,698	83,000	85,500	2,500	3.0%
Sheriff - Town Patrol	69,368	70,000	80,000	10,000	14.3%
Sheriff's - Fees	92,254	95,000	95,000	0	0.0%
Sheriff's - School Bus Stop Light Enforcement	9,623	25,000	0	(25,000)	-100.0%
Sheriff's - Juvenile Transport	6,275	8,000	8,000	0	0.0%
Social Services Reimbursement	130,635	155,701	158,423	2,722	1.7%
States Attorney Reimbursement	11,925	30,000	30,000	0	0.0%
States Attorney Services for Drug Court	39,575	23,488	18,992	(4,496)	-19.1%
Total, Charges for Services	3,680,029	4,252,606	4,134,400	(118,206)	-2.8%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2023 ACTUAL	FY2024 APPROVED	FY2025 APPROVED	INCREASE (DECREASE) OVER FY2024 APPROVED	
				AMOUNT	PERCENT
FINES AND FORFEITURES					
Alcohol Beverage Fines	14,700	11,000	11,000	0	0.0%
Animal Control Fines	15,763	6,500	17,875	11,375	175.0%
Court Fees, Fines, Forfeitures	22,190	16,500	18,500	2,000	12.1%
LUGM Fines	500	250	250	0	0.0%
State's Attorney Other Fines & Forfeitures	0	2,000	2,000	0	0.0%
Total, Fines and Forfeitures	53,153	36,250	49,625	13,375	36.9%
STATE/FEDERAL GRANTS					
<u>Aging & Human Services</u>					
Title IIIB-Community Service	112,230	100,300	104,042	3,742	3.7%
NSIP (Nutrition Services)	107,370	57,232	37,051	(20,181)	-35.3%
Title IIIB-Ombudsman	0	0	1,620	1,620	100.0%
Title IIIC1 Congregate Meals	125,390	131,420	138,785	7,365	5.6%
Title IIIC2 Home Del Meals	68,947	74,400	95,545	21,145	28.4%
Title IIID Preventive Health	21,775	9,000	9,000	0	0.0%
MIPPA	840	2,796	2,519	(277)	-9.9%
SHIP Senior Health Insurance	11,925	15,000	15,000	0	0.0%
MIPPA-AAAs Prior2	649	1,541	2,797	1,256	81.5%
MIPPA-ADRC Prior3	0	1,175	1,346	171	14.6%
Cares Act Title IIIC	0	5,000	0	(5,000)	-100.0%
Ombudsman (State & Elder)	3,837	0	0	0	0.0%
RSVP	41,351	50,000	52,500	2,500	5.0%
Title IIIE Caregivers	83,241	44,166	50,483	6,317	14.3%
Senior Medicare Patrol	4,024	2,500	5,849	3,349	134.0%
MAP Fee for Service	36,911	113,036	113,000	(36)	0.0%
Community Options Waiver	69,633	0	123,290	123,290	100.0%
Guardian ship	7,313	9,092	10,394	1,302	14.3%
Ombudsman/Elder Abuse	13,149	23,275	23,885	610	2.6%
Senior Care	104,987	162,235	153,525	(8,710)	-5.4%
Senior Nutrition	35,286	33,868	34,854	986	2.9%
Senior I & A	97,349	14,196	115,891	101,695	716.4%
Senior Ride	11,900	14,900	14,000	(900)	-6.0%
Level One Screening	9,979	10,000	10,000	0	0.0%
MVP Options	1,537	1,537	1,583	46	3.0%
VEPI	6,129	7,370	7,492	122	1.7%
SCOF Online	5,000	0	6,516	6,516	100.0%
HS LMB Local Care Coord.	52,652	46,720	97,911	51,191	109.6%
HS LMB Admin	105,953	115,037	83,231	(31,806)	-27.6%
CDBG COVID 19 PaxCove	(1,372)	0	0	0	0.0%
CDBG COVID Rd 2 Rental Assist	335,719	0	0	0	0.0%
Emergency Rental Assist Prog	1,400,000	0	0	0	0.0%
Health Family/Nursing	106,468	0	107,584	107,584	100.0%
HS After School Prog	58,701	61,138	0	(61,138)	-100.0%
Inter Agency Liaison	49,000	49,000	59,000	10,000	20.4%
Recon Youth Edu/Employ	102,455	107,508	107,508	0	0.0%
HS LMB Mentoring Grant	70,459	43,501	30,436	(13,065)	-30.0%
Health Family/Nursing	0	107,584	0	(107,584)	-100.0%
LMB Community Support	0	0	10,000	10,000	100.0%
Circles/Poverty Allev Syst	0	0	100,000	100,000	100.0%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

<u>REVENUE SOURCE</u>	FY2023 ACTUAL	FY2024 APPROVED	FY2025 APPROVED	INCREASE (DECREASE) OVER FY2024 APPROVED	
				AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
<u>Economic Development</u>					
Rural Maryland	443	0	0	0	0.0%
<u>Land Use & Growth Management (LUGM)</u>					
Critical Area	4,000	4,000	4,000	0	0.0%
MPO Metro Planning Org	0	18,100	0	(18,100)	-100.0%
MHT Cert Local Gov't - Education	0	1,500	1,000	(500)	-33.3%
<u>Public Works and Transportation (DPW&T)</u>					
Cares STS	(540,537)	0	0	0	0.0%
Cares STS Rural	326,532	0	0	0	0.0%
STS 5311-5307 Public	506,096	2,134,071	969,336	(1,164,735)	-54.6%
STS Capital Equip	921,689	440,829	432,205	(8,624)	-2.0%
St. Mary's Transit System ADA	0	135,000	135,000	0	0.0%
STS Capital Equip	891	0	0	0	0.0%
STS 5307 Public Add	(4,716)	0	0	0	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	146,257	0	0	0	0.0%
STS - SSTAP	58,770	134,098	0	(134,098)	-100.0%
HIDTA Vehicle/Fuel	0	7,500	0	(7,500)	-100.0%
<u>Recreation and Parks</u>					
Countywide Maintenance	0	5,000	15,000	10,000	200.0%
Elms Beach	10,000	10,000	10,000	0	0.0%
Portable Toilets/Trash	15,000	15,000	0	(15,000)	-100.0%
<u>Information Technology</u>					
Pilot Proj Broadband Ext	197,991	1,000,000	0	(1,000,000)	-100.0%
Neighborhood Connect Broadband	23,453	0	0	0	0.0%
<u>Emergency Services</u>					
American Rescue Funds	5,156,572	0	0	0	0.0%
Emergency Isaias TS	84,465	0	0	0	0.0%
Emergency Management	(3,748)	91,000	91,000	0	0.0%
Emergency Numbers Board	220,199	1,036,300	2,961,900	1,925,600	185.8%
American Rescue	14,556	0	0	0	0.0%
Excelon Grant	12,554	20,000	30,000	10,000	50.0%
Homeland Security	178,474	118,000	118,000	0	0.0%
MIEMSS Emergency Medical	0	0	120,000	120,000	100.0%
<u>Circuit Court</u>					
Cooperative Reimbursement	6,787	8,722	9,910	1,188	13.6%
Court House Security Enhancements	39,754	0	0	0	0.0%
Family Services	162,758	209,600	230,628	21,028	10.0%
Problem Solving Courts	0	329,814	0	(329,814)	-100.0%
MDH/BHA Grant	84,607	84,607	84,607	0	0.0%
Recovery Court	286,499	0	346,928	346,928	100.0%
<u>Human Resources</u>					
Maryland Corps Service Opt Yr 1	0	0	43,440	43,440	100.0%

**BUDGET
REVENUES - DETAIL - ACTUAL COLLECTED**

REVENUE SOURCE	FY2023 ACTUAL	FY2024 APPROVED	FY2025 APPROVED	INCREASE (DECREASE) OVER FY2024 APPROVED	
				AMOUNT	PERCENT
STATE / FEDERAL GRANTS - Continued					
Sheriff's Office					
BJAG Grant - Equipment	17,792	17,792	21,369	3,577	20.1%
Cooperative Reimbursement	434,041	490,375	574,902	84,527	17.2%
Critical Incident Training (CIT)	17,330	25,000	25,000	0	0.0%
Day Reporting	47,557	556,938	556,928	(10)	0.0%
Edward Byrne Opioid	0	30,000	30,000	0	0.0%
Exm&Tmt Act Grant	159,465	420,458	420,457	(1)	0.0%
Five County	70,530	70,530	72,647	2,117	3.0%
Friends Research Institute	0	25,000	0	(25,000)	-100.0%
Heroin Coordinator	38,556	57,912	59,649	1,737	3.0%
HIDTA	7,500	0	7,500	7,500	100.0%
Highway Safety SO - Adapt	5,900	6,000	4,500	(1,500)	-25.0%
Highway Safety SO - Distract	4,034	4,000	3,000	(1,000)	-25.0%
Highway Safety SO - impaired	12,495	13,500	12,000	(1,500)	-11.1%
Jail Medication Treatment	45,579	0	0	0	0.0%
Mental Health Services	65,845	65,845	67,070	1,225	1.9%
Police Accountability, Community & Transparanc	170,795	47,117	47,117	0	0.0%
Path Project	30,190	30,190	0	(30,190)	-100.0%
State Aid Police Protection Aid	1,319,367	1,319,367	1,315,601	(3,766)	-0.3%
Recruitment	29,952	32,200	25,000	(7,200)	-22.4%
School Resource Officers	204,369	204,369	200,000	(4,369)	-2.1%
Sex Offender Compliance	13,602	0	13,416	13,416	100.0%
Sex Offender Registration	38,318	26,800	25,000	(1,800)	-6.7%
Sex Offender Registry	0	13,603	0	(13,603)	-100.0%
STOP Grant	445,937	522,536	522,536	0	0.0%
Alcohol Retail ID Educate	972	0	0	0	0.0%
Tobacco Enforcement	10,000	10,000	10,000	0	0.0%
State's Attorney's Office					
Cooperative Reimbursement	397,580	531,865	0	(531,865)	-100.0%
Social Services					
Legal Services Grant	99,468	96,420	108,819	12,399	12.9%
Appropriation Reserve	0	2,500,000	2,500,000	0	0.0%
Total, State/Federal Grants	14,894,477	14,375,485	13,992,102	(383,383)	-2.7%
OTHER REVENUES					
Investment income (Interest & Dividends)	5,331,405	1,600,000	3,000,000	1,400,000	87.5%
Disposal of Fixed Assets	107,172	365,000	324,000	(41,000)	-11.2%
Other Income - Retiree Health Reimb	4,556,233	0	6,241,000	6,241,000	100.0%
Contributions and Donations:					
Aging Grant Programs	48,292	28,000	50,500	22,500	80.4%
Community Services	9,030	7,000	7,000	0	0.0%
CC-Drug Court Donations	2,050	0	0	0	0.0%
DPWT - Driveway Entrance	138,300	0	0	0	0.0%
Emergency Services	25,255	28,760	26,880	(1,880)	-6.5%
Sheriff's Office	1,685	1,000	1,000	0	0.0%
Total - Other Revenues	10,219,422	2,029,760	9,650,380	7,620,620	375.4%
TOTAL, GENERAL FUND REVENUES	292,641,754	304,196,923	323,471,556	19,274,633	6.3%
OTHER FINANCING SOURCES					
Appropriation of Fund Balance:					
Fund Balance - Pay-Go and Non-recurring	(657,958)	14,000,000	6,654,485	(7,345,515)	-52.5%
Total - Other Financing Sources	(657,958)	14,000,000	6,654,485	(7,345,515)	-52.5%
TOTAL, GENERAL FUND REVENUES	\$291,983,796	\$318,196,923	\$330,126,041	11,929,118	3.7%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2023	FY2024	FY2025	FY2025	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED BUDGET	OVER FY2024 APPROVED AMOUNT	PERCENT
GENERAL GOVERNMENT						
Legislative/County Commissioners						
Legislative/County Commissioners	515,504	579,345	584,145	576,278	(3,067)	-0.5%
County Administrator	427,310	777,664	728,014	776,627	(1,037)	-0.1%
Public Information	327,125	339,228	343,478	384,592	45,364	13.4%
County Attorney	1,044,688	1,343,623	1,346,772	1,375,951	32,328	2.4%
Total - Legislative/County Commissioners	2,314,627	3,039,860	3,002,409	3,113,448	73,588	2.4%
Finance						
Administration/Budget	976,199	909,157	909,157	957,041	47,884	5.3%
Accounting	846,873	980,133	980,133	924,141	(55,992)	-5.7%
Auditing	36,060	50,000	50,000	50,000	0	0.0%
Procurement	426,342	454,655	454,655	465,391	10,736	2.4%
Total - Finance	2,285,474	2,393,945	2,393,945	2,396,573	2,628	0.1%
Total - Information Technology	5,343,191	7,221,577	6,469,417	7,426,382	204,805	2.8%
Human Resources						
Human Resources	1,176,569	1,561,449	1,659,615	1,655,295	93,846	6.0%
Risk Management	991,424	1,225,996	1,771,190	1,776,748	550,752	44.9%
Grants	8,130	0	55,440	55,440	55,440	0.0%
Total - Human Resources	2,176,123	2,787,445	3,486,245	3,487,483	700,038	25.1%
Public Works & Transportation (DPW&T)						
Development Review	162,815	279,094	279,094	301,907	22,813	8.2%
Mailroom/Messenger Services	117,783	129,696	130,986	159,397	29,701	22.9%
Vehicle Maintenance Shop	1,634,180	1,812,900	2,018,500	2,073,941	261,041	14.4%
Building Services/Grant	4,886,083	5,659,724	5,659,724	5,857,063	197,339	3.5%
Total - Public Works & Transportation	6,800,861	7,881,414	8,088,304	8,392,308	510,894	6.5%
Land Use & Growth Management						
Administration	832,652	1,056,275	1,030,488	849,942	(206,333)	-19.5%
Comprehensive Planning	143,451	425,552	547,528	502,876	77,324	18.2%
Development Services	338,117	399,770	401,030	430,319	30,549	7.6%
Zoning Administration	341,146	360,037	358,507	381,807	21,770	6.0%
Planning Commission	24,447	25,372	31,440	24,687	(685)	-2.7%
Boards and Commissions	27,004	35,901	35,256	35,648	(253)	-0.7%
Historical Preservation	473	2,230	2,230	2,230	0	0.0%
Permit Services	377,955	433,938	434,138	492,511	58,573	13.5%
Inspections & Compliance	403,208	508,994	502,558	638,382	129,388	25.4%
Board of Electrical Examiners	2,658	5,200	4,730	4,730	(470)	-9.0%
Commission on the Environment	772	2,773	3,860	3,860	1,087	39.2%
Plumbing & Gas Board	0	50	0	0	(50)	-100.0%
Grants	0	1,500	1,000	1,000	(500)	-33.3%
Total - Land Use & Growth Management	2,491,883	3,257,592	3,352,765	3,367,992	110,400	3.4%
Circuit Court						
Administration	1,173,372	1,440,678	1,481,118	1,612,458	171,780	11.9%
Law Library	31,707	42,250	42,250	42,250	0	0.0%
Grant	682,290	945,046	909,173	909,173	(35,873)	-3.8%
Orphans' Court	68,347	76,293	73,883	74,155	(2,138)	-2.8%
Total - Circuit Court / Orphans' Court	1,955,716	2,504,267	2,506,424	2,638,036	133,769	5.3%
Office of the State's Attorney						
Judicial	4,554,322	5,589,757	6,889,053	5,916,755	326,998	5.8%
Grants	655,398	784,427	0	0	(784,427)	-100.0%
Total - State's Attorney	5,209,720	6,374,184	6,889,053	5,916,755	(457,429)	-7.2%
Total - County Treasurer	489,391	573,927	575,827	616,360	42,433	7.4%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2023	FY2024	FY2025	FY2025	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED BUDGET	OVER FY2024 APPROVED AMOUNT	PERCENT
GENERAL GOVERNMENT - Continued						
Total - Alcohol Beverage Board	332,246	438,922	396,888	379,230	(59,692)	-13.6%
Total - Board of Elections	1,857,906	2,051,192	2,353,717	2,333,191	281,999	13.7%
Total - Ethics Commission	125	833	833	833	0	0.0%
Total - SDAT - Leonardtown Office	427,810	427,810	443,507	443,507	15,697	3.7%
TOTAL GENERAL GOVERNMENT	31,685,073	38,952,968	39,959,334	40,512,098	1,559,130	4.0%
PUBLIC SAFETY						
Emergency Services						
Emergency Communications Center	3,732,538	4,602,808	4,923,246	4,484,336	(118,472)	-2.6%
Emergency Radio Communications	1,272,771	1,429,767	2,421,170	5,463,600	4,033,833	282.1%
Emergency Management	802,867	948,811	992,275	899,291	(49,520)	-5.2%
Animal Control	1,472,747	2,000,424	1,975,541	2,129,952	129,528	6.5%
Grants (Recov-Princ FEMA & Emerg Events)	5,662,327	1,265,300	3,320,900	3,320,900	2,055,600	162.5%
Total Emergency Services	12,943,250	10,247,110	13,633,132	16,298,079	6,050,969	59.1%
Office of the Sheriff						
Law Enforcement	34,940,745	39,385,476	41,268,241	42,423,506	3,038,030	7.7%
Corrections	15,550,805	18,052,997	19,918,581	19,344,507	1,291,510	7.2%
Training	436,759	400,177	432,677	432,677	32,500	8.1%
Canine	27,821	35,260	41,960	41,960	6,700	19.0%
Court Security	871,212	1,070,076	1,070,076	1,066,076	(4,000)	-0.4%
Grants	2,195,238	2,996,375	3,211,181	3,209,621	213,246	7.1%
Total Office of the Sheriff	54,022,580	61,940,361	65,942,716	66,518,347	4,577,986	7.4%
TOTAL PUBLIC SAFETY	66,965,830	72,187,471	79,575,848	82,816,426	10,628,955	14.7%
PUBLIC WORKS						
Public Works & Transportation (DPW&T)						
Administration	607,764	672,238	672,238	714,753	42,515	6.3%
Engineering Services	1,002,450	1,211,768	1,297,844	1,172,021	(39,747)	-3.3%
Construction & Inspections	966,371	1,021,544	1,129,305	1,127,397	105,853	10.4%
County Highways	5,635,136	5,889,377	6,063,096	6,083,104	193,727	3.3%
MS4 Program	695,725	965,047	1,089,590	1,081,292	116,245	12.0%
St Mary's County Airport	178,498	184,928	286,860	295,847	110,919	60.0%
Grants (principally STS)	2,919,151	4,255,712	3,210,035	3,210,035	(1,045,677)	-24.6%
TOTAL PUBLIC WORKS	12,005,095	14,200,614	13,748,968	13,684,449	(516,165)	-3.6%
HEALTH						
Total - Department of Health	3,197,809	5,029,587	5,662,830	5,344,717	315,130	6.3%
Department Of Agriculture - Mosquito Control	105,724	115,000	126,000	126,000	11,000	9.6%
Aging & Human Services						
Human Services-Admin Grants (0409)	116,534	167,131	180,735	181,142	14,011	8.4%
Grants - Human Services (Non-Admin.-440)	2,085,627	368,730	414,528	414,528	45,798	12.4%
Total - Aging & Human Services	2,202,161	535,861	595,263	595,670	59,809	11.2%
TOTAL HEALTH	5,505,694	5,680,448	6,384,093	6,066,387	385,939	6.8%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2023	FY2024	FY2025	FY2025	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED BUDGET	OVER FY2024 APPROVED AMOUNT	PERCENT
SOCIAL SERVICES						
Aging & Human Services						
Aging Administration	2,403,622	2,934,157	3,184,309	3,254,463	320,306	10.9%
Grants - Aging	1,154,781	1,411,913	1,512,466	1,474,603	62,690	4.4%
Non-Profit Allocation	793,727	795,547	0	818,047	22,500	2.8%
Total - Aging & Human Services	4,352,130	5,141,617	4,696,775	5,547,113	405,496	7.9%
Total - Department of Social Services	499,426	566,965	575,762	568,963	1,998	0.4%
Other State Agencies						
So.MD Tri-County Comm. Action	35,000	35,000	100,000	35,000	0	0.0%
Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	0	(143,600)	-100.0%
Total - Other State Agencies	178,600	178,600	243,600	35,000	(143,600)	-80.4%
TOTAL SOCIAL SERVICES	5,030,156	5,887,182	5,516,137	6,151,076	263,894	4.5%
PRIMARY & SECONDARY EDUCATION						
County Appropriation - BOE	121,524,908	128,069,907	136,934,756	134,369,907	6,300,000	4.9%
Non-Public School Bus Transportation	3,313,479	4,181,455	3,327,521	3,333,381	(848,074)	-20.3%
Non-Profit Allocation	43,175	43,175	0	35,000	(8,175)	-18.9%
TOTAL PRIMARY & SECONDARY EDUCATION	124,881,562	132,294,537	140,262,277	137,738,288	5,443,751	4.1%
POST SECONDARY EDUCATION						
County Appropriation - College of So MD University System of Maryland at Southern Maryland (USMSM)	4,734,428	5,009,058	5,282,620	5,282,620	273,562	5.5%
	40,000	40,000	40,000	40,000	0	0%
TOTAL POST SECONDARY EDUCATION	4,774,428	5,049,058	5,322,620	5,322,620	273,562	5.4%
PARKS, RECREATION & CULTURE						
Recreation & Parks - Department						
Administration	1,354,126	1,522,178	1,583,177	1,698,719	176,541	11.6%
Parks Maintenance	2,935,462	3,304,865	3,661,014	3,550,896	246,031	7.4%
Grants Division	25,179	30,181	39,999	25,000	(5,181)	-17.2%
Museum Division	888,443	931,744	1,086,667	1,080,658	148,914	16.0%
Non-Profit Allocation	166,700	136,330	0	138,830	2,500	1.8%
TOTAL PARKS, RECREATION, & CULTURE	5,369,910	5,925,298	6,370,857	6,494,103	568,805	9.6%
County Appropriation - TOTAL LIBRARY	3,310,050	3,828,048	4,887,458	4,318,036	489,988	12.8%
CONSERVATION OF NATURAL RESOURCES						
University of MD Extension-St. Mary's	270,262	295,716	311,098	311,098	15,382	5.2%
Soil Conservation District	188,712	123,373	127,373	127,373	4,000	3.2%
SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Southern Maryland RC&D	15,300	15,300	31,300	20,600	5,300	34.6%
Watermen's Association of St. Mary's Co., Inc.	12,500	12,500	0	20,000	7,500	60.0%
Allocation of Agriculture & Seafood (75% DED)	354,220	357,312	357,312	316,205	(41,108)	-11.5%
TOTAL CONSV. OF NATURAL RESOURCES	843,494	806,701	829,583	797,776	(8,926)	-1.1%

EXPENDITURES - SUMMARY BY FUNCTION DETAIL

DEPARTMENT / SPENDING UNIT	FY2023	FY2024	FY2025	FY2025	INCREASE (DECREASE)	
	ACTUAL	APPROVED	REQUEST	APPROVED BUDGET	OVER FY2024 APPROVED AMOUNT	PERCENT
ECONOMIC & DEVELOPMENT						
Economic Development - Department						
Administration/Office of the Director	589,023	545,639	595,639	662,306	116,667	21.4%
Tourism Development	400,194	480,312	480,312	480,312	0	0.0%
Agriculture & Seafood Development	472,293	476,416	476,416	421,606	(54,810)	-11.5%
Less Allocation (See above)	(354,220)	(357,312)	(357,312)	(316,205)	41,108	-11.5%
Business Development	710,646	674,441	674,441	691,448	17,007	2.5%
Non-Profit Allocation	33,580	38,580	0	54,255	15,675	40.6%
Grants	(1,675)	0	0	0	0	0.0%
Total - Economic Development	1,849,841	1,858,076	1,869,496	1,993,723	135,647	7.3%
Human Resources						
Commission for the Disabled	860	2,300	2,300	2,300	0	0.0%
Total - Human Resources	860	2,300	2,300	2,300	0	0.0%
Office of Community Services						
Community Services	522,361	653,814	661,185	665,871	12,057	1.8%
Human Relations Commission	212	1,850	1,850	1,850	0	0.0%
Commission for the Disabled	0	0	0	0	0	0.0%
Commission for Women	10,798	7,000	7,000	7,000	0	0.0%
Total - Office of Community Services	533,371	662,664	670,035	674,721	12,057	1.8%
Tri-County Council for Southern Maryland	125,000	125,000	125,000	125,000	0	0.0%
Total - Tri-County Council for Southern Maryland	125,000	125,000	125,000	125,000	0	0.0%
TOTAL ECONOMIC & DEVELOPMENT	2,509,072	2,648,040	2,666,831	2,795,744	147,704	5.6%
DEBT SERVICE / INTER-GOVERNMENTAL						
TOTAL DEBT SERVICE	13,313,552	15,541,412	16,197,331	16,197,331	655,919	4.2%
TOTAL INTER-GOVERNMENTAL - LEONARDTOWN TAX REBATE	70,928	72,786	72,786	72,786	0	0.0%
OTHER						
Employer Contributions - Retiree Health Benefits	4,497,233	0	6,182,000	6,182,000	6,182,000	0.0%
Employer Contributions - Unemployment	(17,736)	10,000	5,000	5,000	(5,000)	-50.0%
Bank / GOB Costs	28,023	55,000	55,000	55,000	0	0.0%
TOTAL OTHER	4,507,520	65,000	6,242,000	6,242,000	6,177,000	9503.1%
RESERVES						
Reserve - Grant/Appropriation	0	2,500,000	2,500,000	2,500,000	0	0.0%
Reserve - Bond Rating	265,000	400,000	400,000	0	(400,000)	-100.0%
Reserve - Emergency	0	500,000	500,000	816,922	316,922	63.4%
TOTAL RESERVES	265,000	3,400,000	3,400,000	3,316,922	(83,078)	-2.4%
TRANSFERS						
Pay-Go	24,186,905	11,657,360	0	(2,400,000)	(14,057,360)	-120.6%
TOTAL TRANSFERS	24,186,905	11,657,360	0	(2,400,000)	(14,057,360)	-120.6%
TOTAL GENERAL FUND	\$305,224,269	\$318,196,923	\$331,436,123	\$330,126,041	11,929,118	3.75%

THE GENERAL FUND EXPENDITURE STRUCTURE

The detailed budget pages which follow provide a breakdown by department/spending unit of the audited FY2023 expenditures, the original approved FY2024 budget, and both the requested and approved FY2025 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 the fixed assets as well as general public liability and officials' performance bonds.
9. **Miscellaneous** - Consists primarily of funds to be allocated to independent spending units outside the County government. Also includes costs of conferences, lodging, professional memberships, and other costs not identified in other expense categories. This category will also include any transfers from the general fund to enterprise/special revenue funds to cover on-going subsidies.

EQUIPMENT - Costs of acquiring new and replacement vehicles, shop and custodial equipment, and office and communications equipment. Equipment/vehicle lease payments, 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	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
COUNTY DEPARTMENTS						
County Commissioners/County Admin.						
Legislative/County Commissioners						
Personal Services	474,235	531,265	531,265	523,398	(7,867)	-1.5%
Operating Supplies	1,061	1,300	1,300	1,300	0	0.0%
Communications	4,399	3,750	3,750	3,750	0	0.0%
Transportation	1,769	2,150	2,650	2,650	500	23.3%
Miscellaneous	34,040	40,880	45,180	45,180	4,300	10.5%
Legislative/County Commissioners	515,504	579,345	584,145	576,278	(3,067)	-0.5%
County Administrator						
Personal Services	407,798	624,182	624,182	702,795	78,613	12.6%
Operating Supplies	3,634	7,900	10,200	10,200	2,300	29.1%
Professional Services	6,629	8,732	8,732	8,732	0	0.0%
Communications	42	2,100	2,100	2,100	0	0.0%
Transportation	100	250	500	500	250	100.0%
Miscellaneous	5,399	134,500	82,300	52,300	(82,200)	-61.1%
Equipment	3,708	0	0	0	0	0.0%
County Administrator	427,310	777,664	728,014	776,627	(1,037)	-0.1%
Public Information						
Personal Services	305,393	319,268	319,268	360,382	41,114	12.9%
Operating Supplies	2,844	3,950	5,200	5,200	1,250	31.6%
Communications	1,097	1,000	1,000	1,000	0	0.0%
Transportation	156	220	220	220	0	0.0%
Miscellaneous	17,635	14,790	17,790	17,790	3,000	20.3%
Public Information	327,125	339,228	343,478	384,592	45,364	13.4%
Total - County Commissioners/County Admin.	1,269,939	1,696,237	1,655,637	1,737,497	41,260	2.4%
Aging & Human Services						
Aging Administration						
Personal Services	1,978,740	2,314,145	2,527,318	2,593,651	279,506	12.1%
Operating Supplies	278,313	353,889	428,509	426,689	72,800	20.6%
Professional Services	54,006	169,700	98,700	98,700	(71,000)	-41.8%
Communications	37,828	30,000	30,000	30,000	0	0.0%
Transportation	18,653	33,663	33,663	33,663	0	0.0%
Miscellaneous	7,919	6,076	7,536	6,876	800	13.2%
Equipment	11,351	10,000	16,599	48,200	38,200	382.0%
Other - Lease Payments	16,812	16,684	41,984	16,684	0	0.0%
Aging Administration	2,403,622	2,934,157	3,184,309	3,254,463	320,306	10.9%
Grants - Aging						
Personal Services	678,060	815,627	952,260	916,396	100,769	12.4%
Operating Supplies	331,938	301,388	371,028	388,730	87,342	29.0%
Professional Services	96,559	132,324	144,693	140,082	7,758	5.9%
Communications	510	1,324	600	600	(724)	-54.7%
Transportation	17,292	19,389	20,518	20,518	1,129	5.8%
Insurance	3,044	1,777	1,777	1,777	0	0.0%
Miscellaneous	20,911	140,084	21,590	6,500	(133,584)	-95.4%
Equipment	6,467	0	0	0	0	0.0%
Grants - Aging	1,154,781	1,411,913	1,512,466	1,474,603	62,690	4.4%
Human Services-Admin Grants						
Personal Services	100,344	138,856	170,365	170,772	31,916	23.0%
Operating Supplies	1,864	1,998	2,357	2,357	359	18.0%
Professional Services	13,326	26,077	7,013	7,013	(19,064)	-73.1%
Miscellaneous	1,000	200	1,000	1,000	800	400.0%
Human Services-Admin Grants	116,534	167,131	180,735	181,142	14,011	8.4%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Community Services						
Community Services						
Personal Services	376,149	488,557	495,928	500,614	12,057	2.5%
Operating Supplies	2,280	4,373	4,373	4,373	0	0.0%
Professional Services	4,347	5,927	5,927	5,927	0	0.0%
Communications	2,785	3,350	3,350	3,350	0	0.0%
Transportation	1,659	2,650	2,650	2,650	0	0.0%
Rentals	0	407	407	407	0	0.0%
Miscellaneous	135,141	148,550	148,550	148,550	0	0.0%
Community Services	522,361	653,814	661,185	665,871	12,057	1.8%
Human Relations Commission						
Human Relations Commission						
Operating Supplies	0	250	250	250	0	0.0%
Professional Services	212	1,400	1,400	1,400	0	0.0%
Miscellaneous	0	200	200	200	0	0.0%
Human Relations Commission	212	1,850	1,850	1,850	0	0.0%
Commission for Women						
Commission for Women						
Operating Supplies	357	765	765	765	0	0.0%
Professional Services	5,056	5,335	5,335	5,335	0	0.0%
Rentals	500	400	400	400	0	0.0%
Miscellaneous	4,885	500	500	500	0	0.0%
Commission for Women	10,798	7,000	7,000	7,000	0	0.0%
Non-Profits - Aging & Human Services						
Non-Profits - Aging & Human Services						
Miscellaneous (Operating Allocation)	793,727	795,547	0	818,047	22,500	2.8%
Non-Profits - Aging & Human Services	793,727	795,547	0	818,047	22,500	2.8%
Grants - Human Services (Non-Administration)						
Grants - Human Services (Non-Admin.)						
Professional Services	2,085,627	368,730	414,528	414,528	45,798	12.4%
Grants - Human Services (Non-Admin.)	2,085,627	368,730	414,528	414,528	45,798	12.4%
Total - Aging & Human Services	7,087,662	6,340,142	5,962,073	6,817,504	477,362	7.5%
County Attorney						
County Attorney						
Personal Services	878,404	1,177,039	1,177,039	1,202,705	25,666	2.2%
Operating Supplies	41,074	45,765	47,138	47,138	1,373	3.0%
Professional Services	72,776	50,301	50,577	50,577	276	0.5%
Communications	4,082	3,300	3,300	3,300	0	0.0%
Transportation	329	1,056	1,056	1,056	0	0.0%
Miscellaneous	16,259	28,900	28,900	28,900	0	0.0%
Equipment	5,071	0	0	0	0	0.0%
County Attorney	1,017,995	1,306,361	1,308,010	1,333,676	27,315	2.1%
Police Accountability Board/Admin Charging Committee						
Police Accountability Board/Admin Charging Committee						
Personal Services	26,693	37,262	37,262	40,775	3,513	9.4%
Miscellaneous	0	0	1,500	1,500	1,500	100.0%
PAB and ACC	26,693	37,262	38,762	42,275	5,013	13.5%
Total - County Attorney	1,044,688	1,343,623	1,346,772	1,375,951	32,328	2.4%
Economic Development						
Administration/Office of the Director						
Administration/Office of the Director						
Personal Services	392,642	431,051	431,051	497,718	66,667	15.5%
Operating Supplies	18,283	12,060	12,060	12,060	0	0.0%
Professional Services	151,326	77,900	127,900	127,900	50,000	64.2%
Communications	7,238	12,900	12,900	12,900	0	0.0%
Transportation	1,106	2,200	2,200	2,200	0	0.0%
Rentals	54	168	168	168	0	0.0%
Miscellaneous	18,374	9,360	9,360	9,360	0	0.0%
Administration/Office of the Director	589,023	545,639	595,639	662,306	116,667	21.4%
Tourism Development						
Tourism Development						
Professional Services	400,194	480,312	480,312	480,312	0	0.0%
Tourism Development	400,194	480,312	480,312	480,312	0	0.0%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Agriculture & Seafood Development						
Personal Services	460,618	463,435	463,435	408,625	(54,810)	-11.8%
Operating Supplies	10,704	12,092	12,092	12,092	0	0.0%
Professional Services	120	0	0	0	0	0.0%
Transportation	105	258	258	258	0	0.0%
Miscellaneous	746	631	631	631	0	0.0%
Agriculture & Seafood Development	472,293	476,416	476,416	421,606	(54,810)	-11.5%
Business Development						
Personal Services	315,946	334,241	334,241	351,248	17,007	5.1%
Operating Supplies	84,396	73,280	73,280	73,280	0	0.0%
Professional Services	167,512	110,536	110,536	110,536	0	0.0%
Transportation	437	1,000	1,000	1,000	0	0.0%
Miscellaneous	123,506	148,944	148,944	148,944	0	0.0%
Equipment & Furniture	12,814	0	0	0	0	0.0%
Other	6,035	6,440	6,440	6,440	0	0.0%
Business Development	710,646	674,441	674,441	691,448	17,007	2.5%
Non-Profits - Economic Development						
Miscellaneous-Economic Development	12,500	12,500	0	20,000	7,500	60.0%
Miscellaneous-Economic Development Conserv	33,580	38,580	0	54,255	15,675	40.6%
Miscellaneous-Post Secondary Education	43,175	43,175	0	35,000	(8,175)	-18.9%
Non-Profits - Economic Development	89,255	94,255	0	109,255	15,000	15.9%
Grants						
Miscellaneous	(1,675)	0	0	0	0	0.0%
Grants	(1,675)	0	0	0	0	0.0%
Total - Economic Development	2,259,736	2,271,063	2,226,808	2,364,927	93,864	4.1%
Emergency Services						
Emergency Communications						
Personal Services	3,488,614	4,293,147	4,601,697	4,178,082	(115,065)	-2.7%
Operating Supplies	40,691	58,289	61,859	58,039	(250)	-0.4%
Professional Services	45,926	38,832	40,750	38,750	(82)	-0.2%
Communications	103,245	170,318	170,318	170,318	0	0.0%
Transportation	4,555	15,617	15,617	15,617	0	0.0%
Rentals	3,000	3,000	3,000	3,000	0	0.0%
Miscellaneous	4,686	12,050	14,100	11,100	(950)	-7.9%
Equipment	33,128	2,125	6,475	0	(2,125)	-100.0%
Other - Lease Payment	8,693	9,430	9,430	9,430	0	0.0%
Emergency Communications	3,732,538	4,602,808	4,923,246	4,484,336	(118,472)	-2.6%
Emergency Radio Communications						
Personal Services	296,430	339,365	339,365	384,363	44,998	13.3%
Operating Supplies	16,343	28,000	28,000	28,000	0	0.0%
Professional Services	875,240	912,978	936,165	936,165	23,187	2.5%
Communications	1,899	4,700	1,500	1,500	(3,200)	-68.1%
Transportation	4,599	5,000	6,000	6,000	1,000	20.0%
Rentals	36,681	38,710	40,319	40,319	1,609	4.2%
Miscellaneous	337	3,950	3,950	3,950	0	0.0%
Equipment	33,501	88,669	1,057,476	4,054,908	3,966,239	4473.1%
Other - Lease Payments	7,741	8,395	8,395	8,395	0	0.0%
Emergency Radio Communications	1,272,771	1,429,767	2,421,170	5,463,600	4,033,833	282.1%
Emergency Management						
Personal Services	575,289	678,948	778,110	687,428	8,480	1.2%
Operating Supplies	39,364	81,900	64,355	63,900	(18,000)	-22.0%
Professional Services	30,588	44,050	59,050	59,050	15,000	34.1%
Communications	19,066	26,600	26,600	26,600	0	0.0%
Transportation	2,789	10,000	10,000	10,000	0	0.0%
Miscellaneous	35,926	40,500	40,500	40,500	0	0.0%
Equipment	87,931	55,000	1,847	0	(55,000)	-100.0%
Other - Lease Payments	11,914	11,813	11,813	11,813	0	0.0%
Emergency Management	802,867	948,811	992,275	899,291	(49,520)	-5.2%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Animal Services						
Animal Services						
Personal Services	1,127,480	1,690,160	1,690,160	1,846,571	156,411	9.3%
Operating Supplies	132,415	189,965	146,215	144,215	(45,750)	-24.1%
Professional Services	173,415	64,546	85,300	85,300	20,754	32.2%
Communications	4,373	4,600	4,600	5,584	984	21.4%
Transportation	25,189	43,432	43,432	43,432	0	0.0%
Miscellaneous	1,587	5,450	5,834	4,850	(600)	-11.0%
Equipment	8,288	2,271	0	0	(2,271)	-100.0%
Animal Services	1,472,747	2,000,424	1,975,541	2,129,952	129,528	6.5%
Grants						
Grants						
Personal Services	120,075	0	0	0	0	0.0%
Operating Supplies	57,125	45,800	263,900	263,900	218,100	476.2%
Professional Services	2,484,800	444,000	381,500	381,500	(62,500)	-14.1%
Miscellaneous - American Rescue Act	2,070,002	0	0	0	0	0.0%
Capital Improvements	119,468	0	0	0	0	0.0%
Equipment	810,857	775,500	2,675,500	2,675,500	1,900,000	245.0%
Grants	5,662,327	1,265,300	3,320,900	3,320,900	2,055,600	162.5%
Total - Emergency Services	12,943,250	10,247,110	13,633,132	16,298,079	6,050,969	59.1%
Finance						
Administration/Budget						
Administration/Budget						
Personal Services	843,516	863,907	863,907	911,791	47,884	5.5%
Operating Supplies	11,377	17,000	17,000	17,000	0	0.0%
Professional Services	99,983	9,250	9,250	9,250	0	0.0%
Communications	13,322	14,500	14,500	14,500	0	0.0%
Transportation	476	300	300	300	0	0.0%
Miscellaneous	3,546	4,200	4,200	4,200	0	0.0%
Equipment	3,979	0	0	0	0	0.0%
Administration/Budget	976,199	909,157	909,157	957,041	47,884	5.3%
Accounting						
Accounting						
Personal Services	835,607	967,423	967,423	911,431	(55,992)	-5.8%
Operating Supplies	7,126	7,050	7,810	7,810	760	10.8%
Professional Services	1,158	0	0	0	0	0.0%
Transportation	107	400	400	400	0	0.0%
Rentals	0	4,000	4,000	4,000	0	0.0%
Miscellaneous	900	1,260	500	500	(760)	-60.3%
Equipment	1,975	0	0	0	0	0.0%
Accounting	846,873	980,133	980,133	924,141	(55,992)	-5.7%
Auditing						
Auditing						
Professional Services	36,060	50,000	50,000	50,000	0	0.0%
Auditing	36,060	50,000	50,000	50,000	0	0.0%
Procurement						
Procurement						
Personal Services	422,115	449,476	449,476	460,212	10,736	2.4%
Operating Supplies	2,181	2,675	2,675	2,675	0	0.0%
Communications	378	624	624	624	0	0.0%
Miscellaneous	1,668	1,880	1,880	1,880	0	0.0%
Procurement	426,342	454,655	454,655	465,391	10,736	2.4%
Total - Finance	2,285,474	2,393,945	2,393,945	2,396,573	2,628	0.1%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Human Resources						
Human Resources						
Personal Services	877,401	950,212	950,212	945,892	(4,320)	-0.5%
Operating Supplies	61,437	104,280	108,871	108,871	4,591	4.4%
Professional Services	47,802	72,761	76,861	76,861	4,100	5.6%
Communications	3,431	4,850	4,850	4,850	0	0.0%
Transportation	0	200	413	413	213	106.5%
Miscellaneous	182,718	429,146	518,408	518,408	89,262	20.8%
Equipment	3,780	0	0	0	0	0.0%
Human Resources	1,176,569	1,561,449	1,659,615	1,655,295	93,846	6.0%
Risk Management						
Personal Services	89,777	94,383	94,383	99,941	5,558	5.9%
Operating Supplies	6,346	5,655	5,655	5,655	0	0.0%
Professional Services	1,765	2,500	2,565	2,565	65	2.6%
Transportation	0	100	100	100	0	0.0%
Insurance	891,326	1,121,123	1,666,437	1,666,437	545,314	48.6%
Miscellaneous	2,210	2,235	2,050	2,050	(185)	-8.3%
Risk Management	991,424	1,225,996	1,771,190	1,776,748	550,752	44.9%
Commission for the Disabled						
Operating Supplies	0	600	600	600	0	0.0%
Professional Services	466	1,700	1,700	1,700	0	0.0%
Miscellaneous	394	0	0	0	0	0.0%
Commission for the Disabled	860	2,300	2,300	2,300	0	0.0%
Grants						
Professional Services	0	0	52,800	52,800	52,800	0.0%
Operating Supplies	2,500	0	0	0	0	0.0%
Miscellaneous	5,630	0	2,640	2,640	2,640	100.0%
Grants	8,130	0	55,440	55,440	55,440	0.0%
Total - Human Resources	2,176,983	2,789,745	3,488,545	3,489,783	700,038	25.1%
Information Technology						
Personal Services	2,863,472	3,201,378	3,201,378	3,395,718	194,340	6.1%
Operating Supplies	1,614,685	2,217,807	2,226,497	2,249,097	31,290	1.4%
Professional Services	117,209	213,158	210,358	179,158	(34,000)	-16.0%
Communications	138,615	122,832	122,832	122,832	0	0.0%
Transportation	694	1,200	1,200	1,200	0	0.0%
Miscellaneous	4,379	1,000	1,000	1,000	0	0.0%
Equipment	377,383	358,452	700,402	1,471,627	1,113,175	310.6%
Other - Lease Payments	5,310	5,750	5,750	5,750	0	0.0%
Grant	221,444	1,100,000	0	0	(1,100,000)	-100.0%
Total - Information Technology	5,343,191	7,221,577	6,469,417	7,426,382	204,805	2.8%
Land Use & Growth Management (LUGM)						
Administration						
Personal Services	780,027	956,955	956,955	776,409	(180,546)	-18.9%
Operating Supplies	29,403	54,050	34,380	34,380	(19,670)	-36.4%
Professional Services	12,620	25,540	17,400	17,400	(8,140)	-31.9%
Communications	9,213	16,320	10,500	10,500	(5,820)	-35.7%
Transportation	148	900	400	400	(500)	-55.6%
Rentals	70	200	50	50	(150)	-75.0%
Miscellaneous	1,171	2,310	10,803	10,803	8,493	367.7%
Administration	832,652	1,056,275	1,030,488	849,942	(206,333)	-19.5%
Comprehensive Planning						
Personal Services	139,068	418,392	418,392	373,740	(44,652)	-10.7%
Operating Supplies	780	2,350	1,283	1,283	(1,067)	-45.4%
Professional Services	0	0	125,000	125,000	125,000	100.0%
Transportation	0	600	350	350	(250)	-41.7%
Miscellaneous	3,603	4,210	2,503	2,503	(1,707)	-40.5%
Comprehensive Planning	143,451	425,552	547,528	502,876	77,324	18.2%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Development Services						
Personal Services	337,449	396,120	396,120	425,409	29,289	7.4%
Operating Supplies	347	1,650	2,889	2,889	1,239	75.1%
Transportation	0	400	300	300	(100)	-25.0%
Miscellaneous	321	1,600	1,721	1,721	121	7.6%
Development Services	338,117	399,770	401,030	430,319	30,549	7.6%
Zoning Administration						
Personal Services	336,733	356,072	356,072	379,372	23,300	6.5%
Operating Supplies	185	1,175	1,035	1,035	(140)	-11.9%
Professional Services	2,700	0	0	0	0	0.0%
Miscellaneous	1,528	2,465	1,400	1,400	(1,065)	-43.2%
Equipment	0	325	0	0	(325)	-100.0%
Zoning Administration	341,146	360,037	358,507	381,807	21,770	6.0%
Planning Commission						
Personal Services	23,744	23,952	23,952	23,887	(65)	-0.3%
Transportation	0	0	1,200	0	0	0.0%
Miscellaneous	703	1,420	6,288	800	(620)	-43.7%
Planning Commission	24,447	25,372	31,440	24,687	(685)	-2.7%
Boards and Commissions						
Personal Services	16,491	16,731	16,731	17,123	392	2.3%
Professional Services	9,810	16,000	16,000	16,000	0	0.0%
Transportation	0	475	475	475	0	0.0%
Miscellaneous	703	2,695	2,050	2,050	(645)	-23.9%
Boards and Commissions	27,004	35,901	35,256	35,648	(253)	-0.7%
Historical Preservation						
Operating Supplies	17	1,300	1,480	1,480	180	13.8%
Miscellaneous	456	930	750	750	(180)	-19.4%
Historical Preservation	473	2,230	2,230	2,230	0	0.0%
Permit Services						
Personal Services	376,891	431,738	431,738	490,111	58,373	13.5%
Operating Supplies	764	1,200	1,200	1,200	0	0.0%
Professional Services	0	50	50	50	0	0.0%
Miscellaneous	300	950	1,150	1,150	200	21.1%
Permit Services	377,955	433,938	434,138	492,511	58,573	13.5%
Inspections & Compliance						
Personal Services	381,772	443,608	443,608	579,432	135,824	30.6%
Operating Supplies	4,003	6,150	6,050	6,050	(100)	-1.6%
Professional Services	7,302	25,740	24,500	24,500	(1,240)	-4.8%
Transportation	9,866	17,096	12,000	12,000	(5,096)	-29.8%
Miscellaneous	265	300	300	300	0	0.0%
Equipment	0	16,100	16,100	16,100	0	0.0%
Inspections & Compliance	403,208	508,994	502,558	638,382	129,388	25.4%
Board of Electrical Examiners						
Operating Supplies	1,340	700	230	230	(470)	-67.1%
Professional Services	1,175	3,000	3,250	3,250	250	8.3%
Communications	43	300	50	50	(250)	-83.3%
Transportation	0	350	350	350	0	0.0%
Miscellaneous	100	850	850	850	0	0.0%
Board of Electrical Examiners	2,658	5,200	4,730	4,730	(470)	-9.0%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Commission on the Environment						
Operating Supplies	772	2,573	2,230	2,230	(343)	-13.3%
Communications	0	50	0	0	(50)	-100.0%
Rentals	0	0	0	1,350	1,350	100.0%
Miscellaneous	0	150	1,630	280	130	86.7%
Commission on the Environment	772	2,773	3,860	3,860	1,087	39.2%
Plumbing & Gas Board						
Communications	0	50	0	0	(50)	-100.0%
Plumbing & Gas Board	0	50	0	0	(50)	-100.0%
Grants						
Miscellaneous	0	1,500	1,000	1,000	(500)	-33.3%
Grants	0	1,500	1,000	1,000	(500)	-33.3%
Total - Land Use & Growth Management	2,491,883	3,257,592	3,352,765	3,367,992	110,400	3.4%
Public Works & Transportation (DPW&T)						
Administration						
Personal Services	584,858	639,534	638,974	683,989	44,455	7.0%
Operating Supplies	5,199	9,747	8,897	8,897	(850)	-8.7%
Professional Services	2,944	3,022	3,022	3,022	0	0.0%
Communications	9,515	12,225	13,225	13,225	1,000	8.2%
Transportation	0	170	170	170	0	0.0%
Miscellaneous	1,505	6,540	5,450	5,450	(1,090)	-16.7%
Equipment	3,743	1,000	2,500	0	(1,000)	-100.0%
Administration	607,764	672,238	672,238	714,753	42,515	6.3%
Engineering Services						
Personal Services	982,159	1,164,156	1,280,852	1,161,734	(2,422)	-0.2%
Operating Supplies	3,300	6,987	6,897	5,987	(1,000)	-14.3%
Transportation	3,891	2,600	3,800	3,800	1,200	46.2%
Miscellaneous	0	1,025	888	500	(525)	-51.2%
Equipment	13,100	37,000	5,407	0	(37,000)	-100.0%
Engineering Services	1,002,450	1,211,768	1,297,844	1,172,021	(39,747)	-3.3%
Development Review						
Personal Services	162,565	278,844	278,844	301,657	22,813	8.2%
Operating Supplies	250	250	250	250	0	0.0%
Development Review	162,815	279,094	279,094	301,907	22,813	8.2%
Construction & Inspections						
Personal Services	716,848	724,400	811,392	829,034	104,634	14.4%
Operating Supplies	4,278	5,871	7,090	7,090	1,219	20.8%
Professional Services	204,152	221,745	221,745	221,745	0	0.0%
Communications	2,728	3,970	3,970	3,970	0	0.0%
Transportation	18,209	33,358	33,358	33,358	0	0.0%
Equipment	20,156	0	0	0	0	0.0%
Other - Lease Payment	0	32,200	51,750	32,200	0	0.0%
Construction & Inspections	966,371	1,021,544	1,129,305	1,127,397	105,853	10.4%
County Highways						
Personal Services	3,339,210	3,947,699	3,947,699	3,967,707	20,008	0.5%
Operating Supplies	106,500	98,300	139,800	139,800	41,500	42.2%
Professional Services	94,065	280,476	351,986	361,191	80,715	28.8%
Communications	9,490	10,000	10,000	10,000	0	0.0%
Transportation	373,203	455,375	525,084	515,879	60,504	13.3%
Public Utility Service	78,751	105,070	81,070	81,070	(24,000)	-22.8%
Rentals	28,600	5,000	20,000	20,000	15,000	300.0%
Snow Removal	296,791	304,225	304,225	304,225	0	0.0%
Miscellaneous	392,225	216,890	216,890	216,890	0	0.0%
Equipment	717,143	0	0	0	0	100.0%
Other - Lease Payment	199,158	466,342	466,342	466,342	0	0.0%
County Highways	5,635,136	5,889,377	6,063,096	6,083,104	193,727	3.3%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2023	FY2024	FY2025	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					ACTUAL	APPROVED
MS4 Program						
Personal Services	477,566	534,393	551,874	543,576	9,183	1.7%
Operating Supplies	6,217	17,535	28,935	28,935	11,400	65.0%
Professional Services	107,343	282,443	368,042	368,042	85,599	30.3%
Communications	1,117	1,000	0	0	(1,000)	-100.0%
Repairs and Maintenance	80,779	110,633	121,696	121,696	11,063	10.0%
Miscellaneous Services	4,680	8,923	8,923	8,923	0	0.0%
Equipment	8,696	0	0	0	0	0.0%
Other - Lease Payment	9,327	10,120	10,120	10,120	0	0.0%
MS4 Program	695,725	965,047	1,089,590	1,081,292	116,245	12.0%
Mailroom/Messenger Services						
Personal Services	102,892	105,912	105,912	134,323	28,411	26.8%
Operating Supplies	1,140	800	4,450	4,450	3,650	456.3%
Communications	2,439	2,760	400	400	(2,360)	-85.5%
Transportation	1,640	2,724	2,724	2,724	0	0.0%
Rentals	9,672	17,500	17,500	17,500	0	0.0%
Mailroom/Messenger Services	117,783	129,696	130,986	159,397	29,701	22.9%
Vehicle Maintenance Shop						
Personal Services	903,001	1,005,371	1,005,371	1,072,112	66,741	6.6%
Operating Supplies	64,285	60,686	61,486	61,486	800	1.3%
Professional Services	11,498	41,000	49,500	49,500	8,500	20.7%
Communications	1,887	2,000	2,000	2,000	0	0.0%
Transportation	596,871	680,439	680,439	680,439	0	0.0%
Equipment & Furniture	33,201	0	196,300	185,000	185,000	100.0%
Other - Lease Payment	23,437	23,404	23,404	23,404	0	0.0%
Vehicle Maintenance Shop	1,634,180	1,812,900	2,018,500	2,073,941	261,041	14.4%
Non-Public School Bus Transportation						
Personal Services	70,444	86,431	86,431	92,291	5,860	6.8%
Operating Supplies	91	1,000	1,000	1,000	0	0.0%
Professional Services	3,199,243	4,047,361	3,193,427	3,193,427	(853,934)	-21.1%
Communications	13,129	16,650	16,650	16,650	0	0.0%
Insurance	30,572	30,013	30,013	30,013	0	0.0%
Non-Public School Bus Transportation	3,313,479	4,181,455	3,327,521	3,333,381	(848,074)	-20.3%
St. Mary's County Airport						
Personal Services	123,171	123,328	123,328	132,315	8,987	7.3%
Operating Supplies	822	1,510	2,010	2,010	500	33.1%
Professional Services	15,013	27,000	30,132	30,132	3,132	11.6%
Communications	2,275	2,600	2,600	2,600	0	0.0%
Transportation	2,355	3,840	3,840	3,840	0	0.0%
Public Utility Service	10,914	10,000	13,000	13,000	3,000	30.0%
Miscellaneous	250	3,900	2,200	2,200	(1,700)	-43.6%
Equipment & Furniture	10,837	0	97,000	97,000	97,000	100.0%
Lease Payments	12,861	12,750	12,750	12,750	0	0.0%
St Mary's County Airport	178,498	184,928	286,860	295,847	110,919	60.0%

**BUDGET
EXPENDITURES - DETAIL**

<u>Department/Spending Unit</u>	FY2023	FY2024	FY2025	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED		
					ACTUAL	APPROVED	REQUEST
Grants (<i>principally STS</i>)							
Personal Services	2,250,626	3,215,426	2,244,189	2,664,515	(550,911)	-17.1%	
Operating Supplies	23,082	99,768	99,768	0	(99,768)	-100.0%	
Professional Services	14,780	502,569	441,992	389,810	(112,759)	-22.4%	
Communications	7,101	7,175	7,175	0	(7,175)	-100.0%	
Transportation	541,518	371,287	357,424	155,710	(215,577)	-58.1%	
Insurance	67,492	49,070	49,070	0	(49,070)	-100.0%	
Miscellaneous	5,173	10,417	10,417	0	(10,417)	-100.0%	
Equipment	9,379	0	0	0	0	0.0%	
Grants (<i>principally STS</i>)	2,919,151	4,255,712	3,210,035	3,210,035	(1,045,677)	-24.6%	
Building Services							
Personal Services	2,235,571	2,619,273	2,644,273	2,841,612	222,339	8.5%	
Operating Supplies	113,837	142,092	160,992	160,992	18,900	13.3%	
Professional Services	288,323	345,324	345,324	345,324	0	0.0%	
Communications	24,092	26,880	26,880	26,880	0	0.0%	
Transportation	57,047	98,692	98,692	98,692	0	0.0%	
Public Utility Service	2,047,400	2,259,697	2,205,797	2,205,797	(53,900)	-2.4%	
Repairs and Maintenance	77,198	99,055	109,055	109,055	10,000	10.1%	
Rentals	0	2,352	2,352	2,352	0	0.0%	
Equipment	5,135	0	0	0	0	100.0%	
Other - Lease Payment	37,480	66,359	66,359	66,359	0	0.0%	
Building Services	4,886,083	5,659,724	5,659,724	5,857,063	197,339	3.5%	
Total - Public Works & Transportation	22,119,435	26,263,483	25,164,793	25,410,138	(853,345)	-3.2%	

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Recreation & Parks						
Administration						
Personal Services	1,314,938	1,484,188	1,538,187	1,653,379	169,191	11.4%
Operating Supplies	12,949	11,000	15,000	15,350	4,350	39.5%
Professional Services	11,519	5,500	6,500	6,500	1,000	18.2%
Communications	2,090	4,100	4,100	4,100	0	0.0%
Transportation	2,246	3,200	3,200	3,200	0	0.0%
Miscellaneous	7,749	14,190	16,190	16,190	2,000	14.1%
Equipment	2,635	0	0	0	0	0.0%
Administration	1,354,126	1,522,178	1,583,177	1,698,719	176,541	11.6%
Parks Maintenance						
Personal Services	1,696,810	2,015,386	2,178,550	2,065,432	50,046	2.5%
Operating Supplies	65,750	85,160	97,160	97,160	12,000	14.1%
Professional Services	98,753	102,406	115,906	115,906	13,500	13.2%
Communications	3,803	5,400	5,400	5,400	0	0.0%
Transportation	69,050	100,593	100,593	100,593	0	0.0%
Public Utility Service	195,347	192,340	214,340	214,340	22,000	11.4%
Repairs and Maintenance	421,667	493,231	498,231	532,231	39,000	7.9%
Rentals	108,979	118,090	118,090	175,190	57,100	48.4%
Miscellaneous	838	8,840	84,940	8,840	0	0.0%
Equipment	190,313	21,500	70,000	58,000	36,500	169.8%
Other - Lease Payments	17,243	62,165	64,165	64,165	2,000	3.2%
Parks Maintenance	2,868,553	3,205,111	3,547,375	3,437,257	232,146	7.2%
Non-Profits -Recreation & Parks						
Miscellaneous (Operating Allocation)	166,700	136,330	0	138,830	2,500	1.8%
Non-Profits - Recreation & Parks	166,700	136,330	0	138,830	2,500	1.8%
Grants						
Personal Services	0	1,621	1,440	1,440	(181)	-11.2%
Professional Services	1,707	1,707	1,707	1,707	0	0.0%
Public Utility Service	231	231	231	231	0	0.0%
Repairs & Maintenance	0	5,000	15,000	15,000	10,000	200.0%
Rentals	18,241	16,622	16,621	1,622	(15,000)	-90.2%
Miscellaneous	5,000	5,000	5,000	5,000	0	0.0%
Grants Division	25,179	30,181	39,999	25,000	(5,181)	-17.2%
Museum Division						
Personal Services	764,102	701,712	807,305	822,976	121,264	17.3%
Operating Supplies	29,183	29,350	52,130	39,850	10,500	35.8%
Professional Services	27,065	40,185	40,735	40,735	550	1.4%
Communications	7,501	7,500	7,500	7,500	0	0.0%
Transportation	3,718	18,934	8,934	8,934	(10,000)	-52.8%
Public Utility Service	38,881	65,580	67,580	67,580	2,000	3.0%
Repairs & Maintenance	6,507	47,608	47,608	57,608	10,000	21.0%
Rentals	0	0	500	500	500	100.0%
Insurance	7,563	8,900	18,000	18,000	9,100	102.2%
Miscellaneous	2,673	5,450	24,850	5,450	0	0.0%
Equipment	1,250	1,000	6,000	6,000	5,000	500.0%
Other - Lease Payments	0	5,525	5,525	5,525	0	0.0%
Museum Division	888,443	931,744	1,086,667	1,080,658	148,914	16.0%
Chancellor's Run Regional Park						
Operating Supplies	15,680	17,154	25,039	25,039	7,885	46.0%
Professional Services	38,000	68,000	68,000	68,000	0	0.0%
Transportation	1,393	2,000	2,000	2,000	0	0.0%
Public Utility	126	600	600	600	0	0.0%
Repairs and Maintenance	11,710	12,000	15,500	15,500	3,500	29.2%
Equipment & Furniture	0	0	2,500	2,500	2,500	100.0%
Chancellor's Run Reg. Park	66,909	99,754	113,639	113,639	13,885	13.9%
Total - Recreation & Parks	5,369,910	5,925,298	6,370,857	6,494,103	568,805	9.6%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
ELECTED OFFICIALS						
Circuit Court						
Administration						
Personal Services	968,698	1,064,961	1,144,183	1,286,523	221,562	20.8%
Operating Supplies	24,415	37,085	37,085	37,085	0	0.0%
Professional Services	44,340	53,500	59,500	59,500	6,000	11.2%
Communications	21,192	29,300	30,300	30,300	1,000	3.4%
Transportation	469	3,000	3,000	3,000	0	0.0%
Miscellaneous	101,679	133,550	179,050	179,050	45,500	34.1%
Equipment	12,579	119,282	28,000	17,000	(102,282)	-85.7%
Administration	1,173,372	1,440,678	1,481,118	1,612,458	171,780	11.9%
Law Library						
Operating Supplies	31,707	42,250	42,250	42,250	0	0.0%
Law Library	31,707	42,250	42,250	42,250	0	0.0%
Grants						
Personal Services	382,294	371,235	449,306	467,057	95,822	25.8%
Operating Supplies	1,023	1,725	800	800	(925)	-53.6%
Professional Services	239,895	555,096	440,907	423,156	(131,940)	-23.8%
Communications	979	990	960	960	(30)	-3.0%
Transportation	7,093	7,000	8,000	8,000	1,000	14.3%
Miscellaneous	10,986	9,000	9,200	9,200	200	2.2%
Equipment	40,020	0	0	0	0	0.0%
Grants	682,290	945,046	909,173	909,173	(35,873)	-3.8%
Total - Circuit Court	1,887,369	2,427,974	2,432,541	2,563,881	135,907	5.6%
Orphans' Court						
Personal Services	51,954	53,131	53,131	53,403	272	0.5%
Professional Services	577	350	5,350	5,350	5,000	1428.6%
Operating Supplies	1,236	9,780	2,370	2,370	(7,410)	-75.8%
Communications	1,663	3,072	3,072	3,072	0	0.0%
Miscellaneous	10,920	9,960	9,960	9,960	0	0.0%
Equipment	1,997	0	0	0	0	0.0%
Total - Orphans' Court	68,347	76,293	73,883	74,155	(2,138)	-2.8%
Office of the Sheriff						
Law Enforcement						
Personal Services	30,628,987	35,772,542	37,120,009	38,472,715	2,700,173	7.5%
Operating Supplies	785,546	766,399	1,249,960	1,248,850	482,451	63.0%
Professional Services	848,470	695,226	415,810	415,810	(279,416)	-40.2%
Communications	121,672	127,100	127,100	127,100	0	0.0%
Transportation	606,612	972,301	828,301	828,301	(144,000)	-14.8%
Rentals	65,721	73,170	105,170	105,170	32,000	43.7%
Miscellaneous	119,855	147,600	184,100	149,100	1,500	1.0%
Equipment	1,554,635	107,513	361,630	352,835	245,322	228.2%
Other - Lease Payments	209,247	723,625	876,161	723,625	0	0.0%
Law Enforcement	34,940,745	39,385,476	41,268,241	42,423,506	3,038,030	7.7%
Corrections						
Personal Services	12,600,990	15,047,736	16,055,714	15,581,067	533,331	3.5%
Operating Supplies	947,320	960,584	1,144,624	1,130,074	169,490	17.6%
Professional Services	1,470,359	1,736,851	2,193,380	2,193,380	456,529	26.3%
Communications	8,324	11,780	11,780	11,780	0	0.0%
Rentals	179,828	251,003	332,763	332,763	81,760	32.6%
Miscellaneous	10,115	12,991	45,991	12,991	0	0.0%
Equipment	326,326	5,000	66,475	55,400	50,400	1008.0%
Other - Lease Payments	7,543	27,052	67,854	27,052	0	0.0%
Corrections	15,550,805	18,052,997	19,918,581	19,344,507	1,291,510	7.2%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
Training						
Operating Supplies	204,468	112,870	139,870	139,870	27,000	23.9%
Miscellaneous	232,291	287,307	292,807	292,807	5,500	1.9%
Training	436,759	400,177	432,677	432,677	32,500	8.1%
Canine						
Operating Supplies	490	8,500	8,500	8,500	0	0.0%
Professional Services	13,336	17,260	18,460	18,460	1,200	7.0%
Equipment	13,995	9,500	15,000	15,000	5,500	57.9%
Canine	27,821	35,260	41,960	41,960	6,700	19.0%
Court Security						
Personal Services	869,792	1,068,536	1,068,536	1,064,536	(4,000)	-0.4%
Operating Supplies	1,420	1,540	1,540	1,540	0	0.0%
Court Security	871,212	1,070,076	1,070,076	1,066,076	(4,000)	-0.4%
Grants						
Personal Services	1,035,470	1,191,596	1,607,062	1,633,280	441,684	37.1%
Operating Supplies	79,609	81,751	57,985	57,695	(24,056)	-29.4%
Professional Services	911,630	1,491,868	1,192,874	1,152,874	(338,994)	-22.7%
Communications	1,541	2,900	1,800	1,800	(1,100)	-37.9%
Transportation	12,101	9,300	16,380	72,313	63,013	677.6%
Rentals	25,795	70,704	136,775	93,354	22,650	32.0%
Miscellaneous	3,395	13,015	17,615	17,615	4,600	35.3%
Equipment	125,697	135,241	180,690	180,690	45,449	33.6%
Grants	2,195,238	2,996,375	3,211,181	3,209,621	213,246	7.1%
Total - Office of the Sheriff	54,022,580	61,940,361	65,942,716	66,518,347	4,577,986	7.4%
Office of the State's Attorney						
Judicial						
Personal Services	4,221,072	5,260,518	6,367,800	5,581,925	321,407	6.1%
Operating Supplies	107,545	139,019	203,805	140,530	1,511	1.1%
Professional Services	52,097	91,865	101,066	101,066	9,201	10.0%
Communications	13,477	13,855	13,855	13,855	0	0.0%
Transportation	5,854	11,300	11,800	11,800	500	4.4%
Rentals	0	100	100	100	0	0.0%
Miscellaneous	107,057	36,000	119,592	36,000	0	0.0%
Equipment	35,581	24,680	35,451	19,059	(5,621)	-22.8%
Other	11,639	12,420	35,584	12,420	0	0.0%
Judicial	4,554,322	5,589,757	6,889,053	5,916,755	326,998	5.8%
Grants						
Personal Services	646,794	741,690	0	0	(741,690)	-100.0%
Operating Supplies	3,566	6,991	0	0	(6,991)	-100.0%
Professional Services	2,663	8,267	0	0	(8,267)	-100.0%
Communications	2,275	4,540	0	0	(4,540)	-100.0%
Transportation	0	1,388	0	0	(1,388)	-100.0%
Miscellaneous	100	21,551	0	0	(21,551)	-100.0%
Grants	655,398	784,427	0	0	(784,427)	-100.0%
Total - Office of the State's Attorney	5,209,720	6,374,184	6,889,053	5,916,755	(457,429)	-7.2%
Office of the County Treasurer						
Personal Services	444,278	520,747	520,747	561,280	40,533	7.8%
Operating Supplies	13,670	16,900	17,600	17,600	700	4.1%
Professional Services	1,633	1,500	1,500	1,500	0	0.0%
Communications	27,548	33,380	34,680	34,680	1,300	3.9%
Transportation	523	600	600	600	0	0.0%
Equipment	1,739	800	700	700	(100)	-12.5%
Total - Office of the County Treasurer	489,391	573,927	575,827	616,360	42,433	7.4%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
STATE AGENCIES / INDEPENDENT BOARDS						
Department of Health						
Operating Allocation	3,181,508	5,013,042	5,646,285	5,328,172	315,130	6.3%
Personal Services	16,301	16,545	16,545	16,545	0	0.0%
Total - Department of Health	3,197,809	5,029,587	5,662,830	5,344,717	315,130	6.3%
Department of Agriculture						
Operating Allocation	105,724	115,000	126,000	126,000	11,000	9.6%
Total - Department of Agriculture	105,724	115,000	126,000	126,000	11,000	9.6%
Department of Social Services						
Operating Allocation	285,528	334,949	343,746	343,746	8,797	2.6%
Personal Services	108,687	116,697	116,697	103,177	(13,520)	-11.6%
Professional Services	3,250	6,500	6,500	6,500	0	0.0%
Grant	101,961	108,819	108,819	115,540	6,721	6.2%
Total - Department of Social Services	499,426	566,965	575,762	568,963	1,998	0.4%
Alcohol Beverage Board						
Personal Services	177,032	184,020	208,986	223,243	39,223	21.3%
Operating Supplies	4,150	6,790	6,790	6,790	0	0.0%
Professional Services	18,560	27,000	27,000	27,000	0	0.0%
Communications	1,514	2,315	2,315	2,315	0	0.0%
Transportation	460	5,500	5,500	5,500	0	0.0%
Miscellaneous	93,479	213,297	146,297	114,382	(98,915)	-46.4%
Equipment	37,051	0	0	0	0	0.0%
Total - Alcohol Beverage Board	332,246	438,922	396,888	379,230	(59,692)	-13.6%
Board of Elections						
Personal Services	408,739	55,208	55,208	37,196	(18,012)	-32.6%
Operating Supplies	63,096	81,177	81,177	81,177	0	0.0%
Professional Services	1,252,383	1,768,492	2,052,778	2,052,778	284,286	16.1%
Communications	42,958	36,200	36,200	36,200	0	0.0%
Transportation	5,704	11,250	11,350	11,350	100	0.9%
Rentals	42,300	78,875	78,875	94,500	15,625	19.8%
Miscellaneous	27,099	19,990	35,615	19,990	0	0.0%
Equipment	15,627	0	2,514	0	0	0.0%
Total - Board of Elections	1,857,906	2,051,192	2,353,717	2,333,191	281,999	13.7%
University of Maryland Extension - St. Mary's Co.						
Operating Supplies	2,816	5,400	5,400	5,400	0	0.0%
Professional Services	237,077	257,916	273,298	273,298	15,382	6.0%
Communications	4,169	4,050	4,050	4,050	0	0.0%
Transportation	21,000	21,000	21,000	21,000	0	0.0%
Public Utilities	3,826	4,400	4,400	4,400	0	0.0%
Rentals	0	500	500	500	0	0.0%
Insurance	1,364	266	266	266	0	0.0%
Miscellaneous	10	2,184	2,184	2,184	0	0.0%
Total - University of MD Extension-St. Mary's	270,262	295,716	311,098	311,098	15,382	5.2%
Ethics Commission						
Operating Supplies	125	183	183	183	0	0.0%
Professional Services	0	650	650	650	0	0.0%
Total - Ethics Commission	125	833	833	833	0	0.0%
St. Mary's County Forest Conservation Board						
Operating Allocation	2,500	2,500	2,500	2,500	0	0.0%
Total - SMC Forest Conservation Board	2,500	2,500	2,500	2,500	0	0.0%
Soil Conservation District						
Personal Services	19,634	24,000	28,000	28,000	4,000	16.7%
Operating Allocation	169,078	99,373	99,373	99,373	0	0.0%
Total - Soil Conservation District	188,712	123,373	127,373	127,373	4,000	3.2%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
So. MD Resource Conservation & Development						
Operating Allocation	15,300	15,300	31,300	20,600	5,300	34.6%
Total - Southern Maryland RC&D	15,300	15,300	31,300	20,600	5,300	34.6%
So. MD Tri-County Community Action Committee, Inc.						
Operating Allocation	35,000	35,000	100,000	35,000	0	0.0%
Total - So. MD Tri-County Community Action	35,000	35,000	100,000	35,000	0	0.0%
Tri-County Council for Southern Maryland						
Operating Allocation	125,000	125,000	125,000	125,000	0	0.0%
Total - Tri-County Council for Southern Marylan	125,000	125,000	125,000	125,000	0	0.0%
Tri-County Youth Services Bureau, Inc.						
Operating Allocation	143,600	143,600	143,600	0	(143,600)	-100.0%
Total - Tri-County Youth Services Bureau, Inc.	143,600	143,600	143,600	0	(143,600)	-100.0%
SDAT - Leonardtown Office						
Operating Allocation	427,810	427,810	443,507	443,507	15,697	3.7%
Total - SDAT - Leonardtown Office	427,810	427,810	443,507	443,507	15,697	3.7%
University System of Maryland at Southern Maryland (USMSM)						
Operating Allocation	40,000	40,000	40,000	40,000	0	0.0%
Total - USMSM	40,000	40,000	40,000	40,000	0	0.0%
Board of Education						
Administration	3,795,795	4,517,729	4,610,588	4,628,723	110,994	2.5%
Mid-Level Administration	18,623,089	20,571,110	21,227,210	20,844,411	273,301	1.3%
Instructional Salaries	87,383,975	98,516,173	103,183,225	101,502,474	2,986,301	3.0%
Instructional Textbooks & Supplies	5,068,157	5,823,257	3,086,513	4,924,925	(898,332)	-15.4%
Other Instructional Costs	1,608,834	3,041,924	2,793,306	2,643,968	(397,956)	-13.1%
Special Education	20,382,357	22,940,197	23,960,774	24,589,931	1,649,734	7.2%
Student Personnel Services	1,379,476	1,668,136	1,839,999	1,895,371	227,235	13.6%
Student Health Services	2,857,598	3,111,532	3,372,680	3,336,416	224,884	7.2%
Student Transportation	22,100,102	23,490,061	25,624,215	25,582,818	2,092,757	8.9%
Operation of Plant	19,071,634	23,656,512	22,630,758	22,494,831	(1,161,681)	-4.9%
Maintenance of Plant	4,476,011	6,400,366	5,819,972	7,046,350	645,984	10.1%
Fixed Charges	60,177,680	64,561,870	69,827,961	69,248,757	4,686,887	7.3%
Capital Outlay	1,995,034	2,323,303	1,201,064	1,206,817	(1,116,486)	-48.1%
Sub-Total - General Operations	248,919,742	280,622,170	289,178,265	289,945,792	9,323,622	3.3%
Funding other than County Appropriation						
Fund Balance - Used (generated)	4,011,831	4,341,029	3,733,349	7,096,904	2,755,875	63.5%
State, Federal, Other Revenue Sources	132,610,123	148,211,234	148,510,160	148,478,981	267,747	0.2%
County Funding - Board of Education						
BOE - Recurring - MOE	121,524,908	127,369,907	136,934,756	134,369,907	7,000,000	5.5%
BOE - Non-Recurring	0	700,000	0	0	(700,000)	-100.0%
County Appropriation - BOE	121,524,908	128,069,907	136,934,756	134,369,907	6,300,000	4.9%

**BUDGET
EXPENDITURES - DETAIL**

Department/Spending Unit	FY2023 ACTUAL	FY2024 APPROVED	FY2025 REQUEST	FY2025 APPROVED BUDGET	INCREASE/(DECREASE) OVER 2024 APPROVED	
					AMOUNT	PERCENT
College of Southern Maryland						
Instructional	20,730,973	24,900,541	24,965,872	26,172,898	1,272,357	5.1%
Research	152,945	261,587	259,370	255,263	(6,324)	-2.4%
Academic Support	5,545,740	7,516,095	6,490,950	6,304,234	(1,211,861)	-16.1%
Student Services	5,648,270	6,768,706	7,861,104	7,764,375	995,669	14.7%
Plant	6,808,271	9,085,979	7,963,212	6,988,298	(2,097,681)	-23.1%
Institutional Support	18,675,005	20,477,122	19,890,612	19,167,930	(1,309,192)	-6.4%
Scholarships	262,348	268,441	289,380	289,380	20,939	7.8%
Sub-Total - General Operations	57,823,552	69,278,471	67,720,500	66,942,378	(2,336,093)	-3.4%
Funding other than County Appropriation						
State, Federal, Other Revenue Sources	52,089,124	64,269,414	62,437,880	61,659,758	(2,609,656)	-4.1%
County Appropriation	4,734,428	5,009,058	5,282,620	5,282,620	273,562	5.5%
County Appropriation - CSM	4,734,428	5,009,058	5,282,620	5,282,620	273,562	5.5%
Board of Library Trustees						
Lexington Park Library	1,106,605	1,319,890	1,573,270	1,484,583	164,693	12.5%
Leonardtown Library	895,585	1,050,668	1,217,420	1,106,399	55,731	5.3%
Charlotte Hall Library	660,911	748,838	944,122	841,515	92,677	12.4%
Administration	1,678,296	1,810,549	2,254,543	2,080,260	269,711	14.9%
Sub-Total - General Operations	4,341,397	4,929,945	5,989,355	5,512,757	582,812	11.8%
Funding other than County Appropriation						
Fund Balance - Used (Generated)	62,169	75,600	66,397	100,000	24,400	32.3%
State, Federal, Other Revenue Sources	969,180	1,026,297	1,035,500	1,094,721	68,424	6.7%
County Appropriation	3,310,050	3,828,048	4,887,458	4,318,036	489,988	12.8%
County Appropriation - Library	3,310,050	3,828,048	4,887,458	4,318,036	489,988	12.8%
Other Budget Costs						
Appropriation Reserve	0	2,500,000	2,500,000	2,500,000	0	0.0%
Leonardtown Tax Rebate	70,928	72,786	72,786	72,786	0	0.0%
Employer Contributions - Retiree Health Benefits	4,497,233	0	6,182,000	6,182,000	6,182,000	100.0%
Employer Contributions - Unemployment	(17,736)	10,000	5,000	5,000	(5,000)	-50.0%
Bank / GOB Costs	28,023	55,000	55,000	55,000	0	0.0%
Debt Service	13,313,552	15,541,412	16,197,331	16,197,331	655,919	4.2%
Total - Other Budget Costs	17,892,000	18,179,198	25,012,117	25,012,117	6,832,919	37.6%
Transfers & Reserves						
Pay-Go	24,186,905	11,657,360	0	(2,400,000)	(14,057,360)	-120.6%
Reserve - Bond Rating	265,000	400,000	400,000	0	(400,000)	-100.0%
Reserve - Emergency	0	500,000	500,000	816,922	316,922	63.4%
Total Transfers & Reserves	24,451,905	12,557,360	900,000	(1,583,078)	(14,140,438)	-112.6%
TOTAL GENERAL FUND	\$305,224,269	\$318,196,923	\$331,436,123	\$330,126,041	\$11,929,118	3.7%

GENERAL FUND FY2025 & FOUR-YEAR PROJECTION (2026 - 2029)

(\$ IN THOUSANDS)	FY2025	Approved	FY2026 ESTIMATE			
			less non-recurring	FY2027 ESTIMATE	FY2028 ESTIMATE	FY2029 ESTIMATE
Revenues						
Property Taxes		133,678	137,688	141,819	146,074	150,456
Income Taxes		147,557	158,757	165,107	170,060	173,462
Local Taxes		11,015	11,125	11,236	11,349	11,462
Highway User		2,757	2,785	2,813	2,841	2,869
Licenses and Permits		638	644	651	657	664
Charges for Services		4,134	4,176	4,218	4,260	4,302
Fines and Forfeitures		50	50	50	50	50
State/Federal Grants		13,996	14,143	14,277	14,420	14,564
Other Revenues - OPEB Reimbursement		9,646	8,048	8,357	8,792	9,015
<i>Use of County Fund Balance</i>		6,654	0	0	0	0
REVENUES		330,126	337,416	348,528	358,503	366,844
Expenditures:						
Aging & Human Services		6,818	5,932	6,169	6,416	6,672
Information Technology		7,426	6,683	6,951	7,229	7,518
Public Works & Transportation		25,410	26,234	27,284	28,375	29,510
Recreation & Parks		6,494	6,435	6,693	6,961	7,239
Emergency Services		16,298	12,780	13,291	13,823	14,376
Other County Departments		14,733	14,989	15,588	16,212	16,860
Total, Departments		77,179	73,054	75,976	79,015	82,175
Office of the Sheriff		66,518	69,179	71,946	74,824	77,817
Office of the State's Attorney		5,917	6,153	6,400	6,656	6,922
Other Elected Officials		3,254	3,384	3,519	3,660	3,806
Total, Elected Officials		75,689	78,716	81,865	85,140	88,545
Department of Health		5,345	5,452	5,561	5,672	5,785
County Funds - Board of Ed		134,370	134,370	134,370	134,370	134,370
County Funds - College of Southern Maryland		5,283	5,388	5,496	5,606	5,718
County Funds - Board of Library Trustees		4,318	4,192	4,276	4,362	4,449
Other Boards and State Agencies		4,513	4,599	4,687	4,776	4,867
Total, Boards and State Agencies		153,829	154,001	154,389	154,785	155,189
Employer Contributions - OPEB expense		6,182	6,548	6,857	7,292	7,515
Debt Service		16,197	17,707	21,489	23,892	25,940
Other Budget Costs		2,633	2,634	2,634	2,635	2,636
Total, Other Budget Costs		25,012	26,889	30,980	33,819	36,091
Transfers & Reserves		-1,583	500	500	500	500
Total, Transfers & Reserves		-1,583	500	500	500	500
EXPENDITURES		330,126	333,160	343,710	353,259	362,500
<i>DIFFERENCE REVENUE OVER (EXPENDITURES)</i>		<i>0</i>	<i>4,256</i>	<i>4,818</i>	<i>5,244</i>	<i>4,344</i>
<i>Operating Impacts FTE's</i>		<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>CIP Operating Impacts - In year started</i>		<i>0</i>	<i>524</i>	<i>81</i>	<i>131</i>	<i>88</i>
<i>CIP Operating Impacts - recurring</i>		<i>0</i>	<i>524</i>	<i>605</i>	<i>736</i>	<i>824</i>
<i>Amount available after Operating Impacts</i>		<i>-</i>	<i>3,733</i>	<i>4,213</i>	<i>4,508</i>	<i>3,520</i>

COUNTY DEPARTMENTS

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

COUNTY COMMISSIONERS / ADMINISTRATOR



MISSION

St. Mary's County Government (SMCG) delivers high quality public services, fosters opportunities for residents and businesses, and works 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. 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 the CSMC 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 (PIO). The County Administrator is responsible for the follow-up actions that result from developments at meetings as directed by the Commissioners of St. Mary's County. The County Administrator serves as the official County Commissioner representative at court actions, hearings, and inquiries at the local, regional, and state level. The office also processes incoming mail to the Commissioners and hosts the county's switchboard.

COUNTY COMMISSIONERS / ADMINISTRATOR

DESCRIPTION (continued)

The Public Information Office (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), 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 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

County Commissioners / County Administrator	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Legislative/County Commissioners	\$515,504	\$579,345	\$584,145	\$576,278
County Administrator	427,310	777,664	728,014	776,627
Public Information	<u>327,125</u>	<u>339,228</u>	<u>343,478</u>	<u>384,592</u>
Total Department	\$1,269,939	\$1,696,237	\$1,655,637	\$1,737,497

HIGHLIGHTS

The budget for the County Commissioners/Administrator is \$1,737,497 an increase of \$41,260 or 2.4%. It includes county employee compensation changes mentioned in the budget highlights.

STAFFING

County Commissioners / County Administrator	FY2024 Adjusted	FY2025 Request	FY2025 Approved
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>
Total Department	13.75	13.75	13.75

COUNTY COMMISSIONERS / ADMINISTRATOR

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Board of Health Meetings	3	1	2
County Administrator Business Items Approved	210	150	200
CSMC Budget Work Sessions	9	9	9
CSMC Business Meetings	36	36	36
CSMC Emails Processed	2,586	3,000	2,500
CSMC Executive Sessions	60	37	40
CSMC Public Forums	4	4	4
CSMC Public Hearings	11	7	15
CSMC Appearances at Public Events	303	300	300
Incoming USPS Mail Processed	1,770	1,450	1,600
Managers meetings	12	10	11
MetCom Joint Meetings with CSMC	1	1	2
Minutes Prepared for Meetings	36	36	36
NAS/PAX River Joint Meetings with CSMC	1	1	2
News Releases Issued	223	215	200
OPEB Meetings	6	6	6
Phone Calls from Citizens	19,262	16,403	17,000
Proclamations and Commendations Issued	547	525	500
Resolutions and Ordinances Passed by CSMC	27	30	35
Sheriff's Retirement Board Meetings	10	10	10
SMC Public Schools Joint Meetings with CSMC	1	1	2
Special Events: Fire/Rescue, Law Enforcement Day, Flag Day, Veterans Day, Ribbon Cuttings, Groundbreakings, etc.	7	20	10
Tri-County Council Full Council Meetings	4	4	4
Video-tape Productions (in-house meetings, off-site shoots, special projects)	305	400	300
Written Responses to Citizens from CSMC	343	225	225
XMT – Executive Management Meetings	19	20	24

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 Maryland Legal Aid 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.
- Increase visibility of programs within the MAP/I&A Division to the consumers of St. Mary's County.

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 FY2024 Estimated Number of Volunteers and FY2024 Estimated Hours of Volunteer Service by 10% to meet the goal of 240 volunteers.
 - To increase the number of RSVP volunteers.
- RSVP Number of Stations
 - 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	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Aging Administration	2,403,622	2,934,157	3,184,309	3,254,463
Grants – Aging	1,154,781	1,411,913	1,512,466	1,474,603
Human Services (HS) – Admin.				
Grants	116,534	167,131	180,735	181,142
Community Services (CS)	522,361	653,814	661,185	665,871
Human Relations Commission	212	1,850	1,850	1,850
Commission for Women	10,798	7,000	7,000	7,000
Non-Profits–Aging & Human Services	793,727	795,547	0	818,047
Grants – HS (Non-Admin.)	<u>2,085,627</u>	<u>368,730</u>	<u>414,528</u>	<u>414,528</u>
Total Department – General Fund	7,087,662	6,340,142	5,962,073	6,817,504

DEPARTMENT OF AGING & HUMAN SERVICES

OPERATING BUDGET

Aging & Human Services	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
<hr/>				
Miscellaneous Revolving Fund-				
Aging Special Events	\$111,861	\$117,000	\$140,000	\$140,000
Miscellaneous Revolving Fund - Community Service Teen Court	\$-0-	\$400	\$400	\$400

HIGHLIGHTS

The general fund budget for the Department of Aging & Human Services is \$6,817,504, an increase of \$477,362 or 7.5% over the FY2024 Budget.

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 Departments 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
Boundless Expectations	Community Services	\$2,500
Camp Maria Retreat Center	Homelessness Prevention	\$2,500
Cedar Lane Senior Living Community III, Inc.	Community Service	\$2,500
Center for Children, Inc.	Behavioral Health	\$15,000
Center for Life Enrichment	Disability Services	\$150,908
Community Mediation Center of St. Mary's Cty	Behavioral Health	\$2,500
Dream Queen Foundation	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	\$4,500
Pastoral Counseling Center of St. Mary's	Behavioral Health	\$2,500
Seeds of Courage	Homelessness Prevention	\$2,500
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.	Homelessness Prevention	\$6,500
Three Oaks Center	Homelessness Prevention	\$130,000
Warfighter Advocate	Behavioral Health	\$10,000
Wrapping Arms Round Many	Homelessness Prevention	<u>\$2,500</u>
Total		\$818,047

STAFFING

Aging & Human Services	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Aging Administration	24.50	26.50	24.50
Grants – Aging	9.00	10.00	10.00
Human Services – Administration Grants			
Community Services (CS)	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Department	37.50	40.50	38.50

DEPARTMENT OF AGING & HUMAN SERVICES

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Senior Activity Centers and Nutrition Sites			
Serve mid-day congregate meals to support healthy nutrition	21,132	23,280	24,000
Seniors Served	979	993	1,043
Social/ Recreational/ Educational Activities			
Seniors Served	3,289	3,348	3,500
Units of Service	79,647	85,247	86,000
Number of Contacts – UNITS (Newsletter)	33,920	38,479	39,400
Physical Fitness & Health Education and Screening Programs			
Seniors participating (Nutrition Education from newsletter included in all stats)	10,501	10,825	10,875
Units of Service (Nutrition Education from newsletter included in all stats)	71,906	76,270	77,000
Home and Community-Based Services			
Medicaid Funded Programs:			
-Home & Community-Based Services Options Waiver (HCBSOW)			
-Community FirstChoice (CFC)			
Persons Served HCBSOW	11	9	18
Persons Served Community First Choice	38	20	32
Senior Care			
Seniors Served (aged 65 and over)	43	49	55
Admissions	13	13	16
Discharges	7	11	11
National Family Caregivers Support Program			
Total Caregivers Served	291	334	385
Total Respite Grants provided	47	31	45
Home-Delivered Meals			
Meals Served	45,782	52,533	52,000
Seniors Served	379	413	420

DEPARTMENT OF AGING & HUMAN SERVICES

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Senior I&A Program			
MAP Information and Assistance – Client Calls / Visits	1935	2028	2130
SHIP Client Calls / Visits	663	708	745
Senior Rides			
Number of Unduplicated Clients Served	48	50	55
Number of Trips Taken	553	600	650
Retired & Senior Volunteer Program (RSVP)			
Number of Volunteers	171	234	250
Hours of Volunteer Service	21,331.14	22,000	23,500
Number of Stations	35	35	37
Local Management Board			
Participants - After School Programs	26	50	60
Participants - Mentoring	73	70	75
Meetings/Programs - Early Childhood Council	12	12	12
Local Care Team			
Families Assisted	37	40	50
Teen Court			
Adult Volunteers / Juvenile Volunteers	16	18	21
Cases Heard in Court	70	75	80

COUNTY ATTORNEY



DESCRIPTION

The County Attorney is responsible for providing legal services to the Commissioners of St. Mary's County, the County Administrator and the County departments, offices, agencies, boards, committees, and commissions. Activities include: researching legal issues and providing legal opinions; coordinating and monitoring legal representation of the County by independent contract and insurance defense counsel; drafting or reviewing all resolutions and ordinances to be considered and adopted by the Commissioners; providing legal representation regarding enforcement of all local ordinances and locally-adopted regulations; collection of various funds due and owing to the County; acquiring title to real property purchased by the County at tax sales; representing the County in judicial proceedings; approving grant applications and agreements as to form and legal sufficiency, contracts; and drafting of documents and representation of the County in real estate transactions related to acquisitions, dispositions, leases, and easements, responding to Public Information Requests; coordinating 38 Boards, Commissions and Committees; coordinating the annual submission of legislative proposals from the Commissioners, community organizations and members of the public to the St. Mary's County Delegation for consideration by the General Assembly of Maryland. Risk Management responsibilities include the County's general liability and property insurance costs and self-insured workers compensation and risk management through activities and programs designed to reduce risk.

GOALS

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

OBJECTIVES

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

COUNTY ATTORNEY

OBJECTIVES (continued)

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

OPERATING BUDGET

County Attorney	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Administration	\$1,017,995	\$1,306,361	\$1,308,010	\$1,333,676
PAC/ACC	26,693	37,262	38,762	42,275
Total Department	\$1,044,688	\$1,343,623	\$1,346,772	\$1,375,951

HIGHLIGHTS

The budget for the County Attorney is \$1,375,951, an increase of \$32,328 or 2.4%. This increase is attributed to an increase in professional services and office supplies, as well as the employee compensation changes discussed in the highlights.

COUNTY ATTORNEY

STAFFING

County Attorney	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Total Department	9.00	9.00	9.00
Police Accountability Board	9.00	9.00	9.00
Administrative Charging Committee	4.00	4.00	4.00

PERFORMANCE MEASURES

Indicator	Actual FY2023	Estimated FY2024	Projected FY2025
Commissioner Meetings Attended	36	38	38
Planning Commission Meetings Attended	21	23	25
Board of Appeals Meeting Attended	16	17	18
Ordinances/Resolutions Enacted	30	32	34
Boards and Commissions Supported	38	39	38
Complaints	12	14	16
Guardianship Cases	15	23	25
Legislation:			
Bills Reviewed	600	936	800
Fiscal Note Requests Processed	73	62	75
Bills tracked and maintained on SMC website	127	177	180
Letters of Support processed	80	41	50
St. Mary's County Legislative Bills Proposed	6	4	12
Notices of Claim	32	35	38
Municipal Infractions:			
Animal Control	47	50	55
SMCZO	35	40	45
Property Maintenance	19	20	20
Road Ordinance	0	0	0
Stormwater Management	0	2	2
Public Information Requests	136	95	100
Tax Sales/Surplus Property	22	20	40
Extreme Risk Protective Orders	5	8	10
Employee Safety Trainings Coordinated/Conducted	3	2	2
Safety/Loss Control Meetings Coordinated/Conducted	3	4	4

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 visitor attraction responsibilities and collaborates with the Department on product development and tourism and hospitality business attraction and retention. 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 resilient 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

Economic Development	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Administration/Office of the Director	\$589,023	\$545,639	\$595,639	\$662,306
Tourism Development	400,194	480,312	480,312	480,312
Agriculture & Seafood Development	472,293	476,416	476,416	421,606
Business Development	710,646	674,441	674,441	691,448
Non-Profits – Economic Development	89,255	94,255	0	109,255
Grants	-1675	_____	_____0	_____0
Total Department – General Fund	\$2,259,736	\$2,271,063	\$2,226,808	\$2,364,927
Miscellaneous Revolving Fund – Farmers Market	1,414	28,000	28,000	\$28,000

HIGHLIGHTS

The budget for the Department of Economic Development is \$2,364,927 an increase \$93,864 or 4.1%, principally from removing non-recurring grants funds in FY2024. This budget incorporates the county employee compensation changes mentioned in the budget highlights, partial funding for the implementation of the AeroPark Innovation District Master Plan, and the continuation of a part-time position managing The Barns at New Market. The Budget includes additional funding for Tourism Development. 71

DEPARTMENT OF ECONOMIC DEVELOPMENT

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

Agency	Category	Amount
CSM Foundation	Post/Secondary/Primary Education	\$25,000
Chesapeake Charter School	Conservation of Natural Resources	\$2,500
Leadership of Southern MD	Economic Development	\$3,000
Literacy Council of St. Mary's	Post /Secondary/Primary Education	\$10,000
Patuxent Tidewater Land Trust	Conservation of Natural Resources	\$2,500
Reach Back & Lift 1	Economic Development	\$4,500
So MD Navy Alliance	Economic Development	\$33,580
St. Mary's Community Dev.	Economic Development	\$5,000
St. Mary's Watershed Inc.	Conservation of Natural Resources	\$2,500
The Promise Resource Center	Economic Development	\$8,175
Watermen's Association of SMC	Conservation of Natural Resources	<u>\$12,500</u>
Total		\$109,255

STAFFING

Economic Development	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Administration/ Office of the Director	3	3	3
Agriculture & Seafood Development	3.5	3.5	3.5
Business Development	<u>3</u>	<u>3</u>	<u>3</u>
Total Department	9.5	9.5	9.5

DEPARTMENT OF ECONOMIC DEVELOPMENT

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Agriculture & Seafood			
Maryland Agriculture Land Preservation Foundation (MALPF) – (Acres). Acreage preserved to date = 15,270	433.87	541.69	600
Rural Legacy-preserve land in the Huntersville & Mattapany Rural Legacy Areas using State, County & Navy funding-(Acres). Acreage preserved to date =8,219	447.91	507.50	600
St. Mary’s County Agriculture Land Preservation Five-Year Tax Credit Agreement (Acres)	107 properties 12,152 acres	134 properties 12,980 acres	135 properties 13,000 acres
Number of vendors at County sponsored farmers markets	35	40	48
Business Development			
Promote diversity in Economic Development with focus on increasing tax base. Business prospects pursued.	43	63	75
Garner support and partner with other agencies to leverage county resources in the quest for resilient economic development. Number of organizations.	38	50	50
Workforce Retention-Companies active with SMYP employees/Individuals engaged with SMYP	75/300	140/456	150/500
Technology Resource Book Number of Online Edition Visits	4,510	4,401	4,500
Plan/attend local and regional events in support of business retention and expansion.	92	144	160
Business attraction efforts at trade shows, conferences, and regional forums.	3	2	5
Projects supported through development facilitation.	54	52	60

DEPARTMENT OF EMERGENCY SERVICES



DESCRIPTION

St. Mary's County Department of Emergency Services is comprised of seven divisions: Administration, Emergency 911 Communications, Emergency Management, Emergency Medical Services, Animal Services Division, Emergency Radio System Maintenance Division and Training Division

<https://www.stmaryscountymd.gov/es/>

<https://www.stmaryscountymd.gov/AnimalShelter/>

<https://www.stmaryscountymd.gov/ES/EMSBilling/>

- **Administration**
 - a) Conducts budget planning and management.
 - b) Prepares payrolls for all divisions in Emergency Services.
 - c) Prepares purchase orders, requisitions and reconciles expense reports.
 - d) Provides clerical support, greets customers and provides professional support essential for day-to-day operations.
 - e) Manages the EMS billing program.
- **Emergency 9-1-1 Communications**
 - a) 911 Call Taking and processing through Computer Aided Dispatch.
 - b) 911 support of Sheriff's Office/Fire/Rescue response.
 - c) Non-emergency Sheriff's Office call taking and response.
- **Emergency Management**
 - a) Emergency Management coordination of 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) Supports the activities of the Hazard Materials Response Team in cooperation with the Volunteer Fireboard Association.

DEPARTMENT OF EMERGENCY SERVICES

- **Emergency Medical Services**
 - a) Responds to Emergency Medical calls for service.
 - b) Partners with the Volunteer EMS First Responder Community to enhance service.
 - c) Responsible for aiding the Jurisdictional Medical Director in their duties as the governing authority for EMS Certification and delivery of services.
 - d) Fire/EMS Volunteer Coordinator provides support to increase awareness of volunteer opportunities – works with high school cadet recruiting and dependent care programs.

- **Animal Services Division**
 - a) Enforcement of Animal Control Ordinances, resolution of animal related disputes, and the promotion of adoptions, licensing, spay/neuter, and humane treatment of animal 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 and manages all training and certification for the Department of Emergency Services; 911 Communications, Emergency Management, Emergency Medical Services, Animal Services Division and Radio System Maintenance Division.
 - b) Coordinates Community Outreach events.

GOALS

- Recruit 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.
- Streamline processes to create effective and efficient services.
- Increase community preparedness through education and outreach programs.
- Strive for continuous improvement in overall emergency management practices.

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 positivity and inclusivity among all employees.
- Increase community knowledge and understanding of Department’s roles, responsibilities, and services.
- Improve customer confidence in Department capacity.

DEPARTMENT OF EMERGENCY SERVICES

OBJECTIVES (continued)

- Enhance departmental reputation and community trust.
- Enhancing interagency coordination for seamless emergency response
- Implementing cutting-edge technology to optimize emergency operations
- Ensuring compliance with regulatory standards for emergency services
- Conducting regular drills and exercises to test response capabilities
- Fostering a culture of continuous improvement within the department
- Developing and maintaining strong partnerships with community stakeholders
- Upholding the highest standards of professionalism and ethics in all emergency responses

OPERATING BUDGET

Emergency Services	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Emergency Communications	\$3,732,538	\$4,602,808	\$4,923,246	\$4,484,336
Emergency Radio Communications	1,272,771	1,429,767	2,421,170	5,463,600
Emergency Management	802,867	948,811	992,275	899,291
Animal Services	1,472,747	2,000,424	1,975,541	2,129,952
Grants	<u>5,662,327</u>	<u>1,265,300</u>	<u>3,320,900</u>	<u>3,320,900</u>
Total Department – General Fund	\$12,943,250	\$10,247,110	\$13,633,132	\$16,298,079
Emergency Services Support Fund	\$8,372,908	\$5,170,019	\$4,413,886	\$4,477,943
Emergency Services Billing Fund	\$5,278,685	\$6,863,321	\$6,853,509	\$7,789,930

HIGHLIGHTS

The general fund budget for the Department of Emergency Services is \$16,298,079, an increase of \$6,050,969 or 59.1%. This budget incorporates the county employee compensation changes mentioned in the budget highlights and includes a USGS water level monitor, licenses for the shelter, medical budget for rabies shots, uniforms.

DEPARTMENT OF EMERGENCY SERVICES

STAFFING

Emergency Services	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Emergency Communications	37.50	41.50	37.50
Emergency Radio Communications	4.0	4.0	4.0
Emergency Management	7.0	8.0	7.0
Animal Services	21.0	21.0	21.0
Total Department – General Fund	69.5	74.5	69.5
Emergency Billing Fund	64.0	71.0	66.0
Emergency Support Fund	1.0	1.0	1.0
Total Department	134.50	146.50	136.50

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Emergency Communications–Sheriff’s Office Incidents	72300	78084	84,330
Emergency Communications –EMS Incidents	14592	14795	15,461
Emergency Communications – Fire Incidents	3516	3700	3,866
Average Duration of 911 Calls	5 minutes	4 minutes	4 minutes
Career EMS Total # of Responses of Resources	17,195	17,916	18,500
Volunteer EMS total # of Responses of Resources	5,641	5,789	5,900
Combined EMS Median Enroute to On Scene, in Minutes	7.80	7.98	8.16
EOC Emergency Activations/Emergency Incidents/Planned Events	3/2/10	5/4/13	5/4/13
Animal Services – Number of Calls	9120	9500	10000
Animal Adoption & Resource Center Average Length of Stay	Cat 27.5 Dog 18	Cat 21 Dog 15	Cat 20 Dog 14

DEPARTMENT OF FINANCE



MISSION

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

DESCRIPTION

The Department is comprised of three divisions: Administration/Budget, Accounting, and Procurement. The Administration/Budget Division is responsible for overall management of the Finance Department and serves as fiscal policy advisor to the Commissioners of St. Mary's County and the County Administrator. Responsibilities of this division, include: 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 project 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, reporting and other accounting functions. Other 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.

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, the St. Mary's County Metropolitan Commission and the St. Mary's County Health Department.

DEPARTMENT OF FINANCE

DESCRIPTION (continued)

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

GOALS

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

OBJECTIVES

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

DEPARTMENT OF FINANCE

OPERATING BUDGET

Finance	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Administration/Budget	\$976,199	\$909,157	\$909,157	\$957,041
Accounting	846,873	980,133	980,133	924,141
Auditing	36,060	50,000	50,000	50,000
Procurement	<u>426,342</u>	<u>454,655</u>	<u>454,655</u>	<u>465,391</u>
Total Department	\$2,285,474	\$2,393,945	\$2,393,945	\$2,396,573

HIGHLIGHTS

The budget for the Department of Finance is \$2,396,573, an increase of \$2,628 or (.1%). This includes employee compensation changes discussed in the highlights.

STAFFING

Finance	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Administration/Budget	6	6	6
Accounting	9	9	9
Procurement	<u>4</u>	<u>4</u>	<u>4</u>
Total Department	19	19	19

DEPARTMENT OF FINANCE

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Capital Projects Monitored - \$Millions	\$393M	\$404M	\$450M
General Obligation Bonds - issued	\$0M	\$30M	\$30M
Exempt Financing - issued	\$0M	\$5.1M	\$0M
Accounts Receivable	\$2.6M	\$.973M	\$1.0M
Fire & Rescue Loans Monitored	6	6	9
Personnel Actions Reviewed-Budget	346	357	360
Payroll / LOSAP Checks & ACH Processed	40,742	39,879	40,000
Vendor Checks & ACH (Payments)	10,404	11,028	12,000
Budget Amendments Processed, including CSMC Actions	634	596	600
Percent Change to General Fund Budget	13.7%	12.7%	12.0%
Grants/Agreements/Actions Reviewed	215	219	220
Requisitions/FPO's Reviewed & Approved	7,277	7,256	7,300
Purchase Orders Issued	5,585	5,592	5,600
Journal Entries Processed	1,366	1,483	1,500
E-Maryland Market Place Postings - Solicitations	7	8	9
Energy Tax Refund Checks	1,401	1,401	0
	Actual FY2023	Actual FY2024	Actual FY2025
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



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 applies County policy and budget initiatives by managing employee relations, employee compensation, recruiting, employee records and administration of the MD State Retirement and Pension System, and the Sheriff's Office Retirement Plan. All employee and retiree health and life insurance programs, employee deferred compensation, unemployment compensation, the Employee Assistance Program, FMLA, employee award and recognition ceremonies, administration of the Length of Service Awards Program for local Volunteer Fire and Rescue Companies and employee wellness programming are administered.

Significant effort is focused on employee recruitment and retention through compensation initiatives, referral, and new hire bonuses, flexible schedules and return to work programs; expanding and maintaining a best-in-class employee benefits program. Transparent, effective and accurate employee communication provides the foundation for department efforts.

Risk Management responsibilities are shared 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 initiatives designed to reduce risk and improve the loss experience. Administration of the American with Disabilities Act for citizens and employees is 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 more than 1000 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 outreach.

DEPARTMENT OF HUMAN RESOURCES

OPERATING BUDGET

Human Resources	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Human Resources	\$1,176,569	\$1,561,449	\$1,659,615	\$1,655,295
Risk Management	991,424	1,225,996	1,771,190	1,776,748
Commission for People w/Disabilities	860	2,300	2,300	2,300
Grants	8,130	0	55,440	55,440
Total Department – General Fund	\$2,176,983	\$2,789,745	\$3,488,545	\$3,489,783

HIGHLIGHTS

The general fund budget for the Department of Human Resources is \$3,489,783, an increase of \$700,038 or 25.1%. The budget incorporates the county employee compensation changes mentioned in the budget highlights and reflects liability insurance premium increases. Included in the budget is an Intern grant.

STAFFING

Human Resources	FY2024 Adjusted	FY2024 Request	FY2025 Approved
Human Resources	9.50	9.50	9.50
Total Department – General Fund	9.50	9.50	9.50

DEPARTMENT OF HUMAN RESOURCES

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
<u>Human Resources</u>			
Employment Applications	3119	4383	3751
New Hires (includes PT, Temp, Sub, and Seasonal)	498	341	420
Retirees/Separations/Other	219	248	270
Employee Evaluations Processed/Tracked	739	879	809
<u>Risk Management</u>			
Risk Claims	203	190	185
Workers' Compensation Claims	118	150	142
<u>ADA and FMLA Compliance</u>			
Training, Presentations, Proclamations	3	3	3
Commission on People with Disabilities Meeting Administration	7	6	6
FMLA Inquiries	120	130	135
FMLA Requests Processed	107	117	127
FMLA Intermittent	38	48	58
<u>Employee Benefits</u>			
Health Care Participants (County Active & Retired)	860	865	946
State Retirement Retirees (County)	250	274	324
Sheriff's Office Retirees	124	133	126
Benefit Educational Events	21	23	25
Employee Wellness Events	52	54	55
<u>Department Overall Objectives</u>			
Annual Employee Turnover	12.90% County 11.18% Elected Officials	13.10% County 7.58% Elected Officials	13% County 9.38% Elected Officials
Annual Benefit Premium Renewals			
• Health	2.5%	3.0%	2.25%
• Workers Comp	24%	7.3%	15.6%
• Risk	6%	32%	32%

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.

St. Mary's County continues 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.

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	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Technology	\$5,343,191	\$7,221,577	\$6,469,417	\$7,426,382
Total Department	\$5,343,191	\$7,221,577	\$6,469,417	\$7,426,382

HIGHLIGHTS

The general fund budget for the Information Technology Department is \$7,426,382, an increase of \$204,805 or 2.8%. The budget includes county employee compensation charges as stated in the Budget Highlights. In addition, the budget includes Network Core Cisco Router Lifecycle Replacement for \$110,000 and Tyler System Annual Maintenance for \$219,847.

DEPARTMENT OF INFORMATION TECHNOLOGY

STAFFING

Information Technology	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Total Department	25	25	25

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Information Technology Help Desk Requests	12,027	11,700	12,000

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT



MISSION

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

DESCRIPTION

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

The Department provides staff support to the Commissioners of St. Mary's County, Planning Commission, Board of Appeals, Historic Preservation Commission, Building Code Board of Appeals, Commission on the Environment, Board of Electrical Examiners, and the Calvert-St. Mary's Metropolitan Planning Commission.

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

The staff in the Administration Division conduct the payroll, financial, clerical, and receptionist tasks for the Department. This division is essential for the day-to-day operations of the Department. The Permits Division has specialists who review the permits for houses and residential additions. Staff 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

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. The 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

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

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, 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

OPERATING BUDGET

Land Use & Growth Management	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Administration	\$832,652	1,056,275	1,030,488	849,942
Comprehensive Planning	143,451	425,552	547,528	502,876
Development Services	338,117	399,770	401,030	430,319
Zoning Administration	341,146	360,037	358,507	381,807
Planning Commission	24,447	25,372	31,440	24,687
Boards of Appeals	27,004	35,901	35,256	35,648
Historical Preservation	473	2,230	2,230	2,230
Permit Services	377,955	433,938	434,138	492,511
Inspections & Compliance	403,208	508,994	502,558	638,382
Board of Electrical Examiners	2,658	5,200	4,730	4,730
Building Code Appeals Board	0	0	0	0
Commission on the Environment	772	2,773	3,860	3,860
Plumbing Fuel & Gas Board	0	50	0	0
Grants	<u>0</u>	<u>1,500</u>	<u>1,000</u>	<u>1,000</u>
Total Department – General Fund	\$2,491,883	\$3,257,592	\$3,352,765	\$3,367,992

HIGHLIGHTS

The general fund budget for the Land Use and Growth Management Department is \$3,367,992, an increase of \$110,400 or 3.4%. It includes the county employee compensation changes mentioned in the budget highlights. It also includes \$125,000 for Comprehensive Water and Sewer Plan – contracted services in the approved FY2025 budget.

STAFFING

Land Use & Growth Management	FY2024 Adjusted	FY2025 Requested	FY2025 Approved
Administration	7	7	7
Comprehensive Planning	4	4	4
Development Services	4	4	4
Zoning Administration	4	4	4
Permit Services	5	5	5
Inspections & Compliance	<u>6</u>	<u>6</u>	<u>6</u>
Total Department – General Fund	30	30	30
Boards of Appeals	6	6	6
Planning Commission	8	8	8

DEPARTMENT OF LAND USE & GROWTH MANAGEMENT

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Front Counter Telephone Calls	8,162	8,815	10,000
Departmental Visits, Inquiries, Plan Drop-offs	5,885	6,680	6,000
Permits Reviewed (This is the number for all types combined including the environmental permits and certificates of occupancy that are reported separately)	10,500	5,600	8,000
Environmental Permits Reviewed	550	600	550
Zoning Ordinance Amendments	1	0	4
Update Comprehensive Plan	0	0	1
Planning Commission Regular Meetings	16	21	20
Planning Commission Concept Plans, Major Subdivisions, and Other Public Hearings	20	30	20
Board of Appeals Meetings	18	16	20
Board of Appeals Cases Reviewed	31	35	30
Concept Plan Reviews	13	11	12
Major and Minor Plan Reviews	62	46	60
Major Subdivision Reviews	3	0	2
Minor Subdivisions, Boundary Line Adjustment Plats, Confirmatory Plats Reviews	81	65	80
Zoning Code Enforcement Inquiries Received	245	210	250
Critical Area Code Enforcement Cases	35	44	60
Minimum Livability Cases	20	17	25
Residential Zoning Inspections	1,330	1,300	1,500
Stormwater Management Residential Inspections	320	350	420
Certificates of Use & Occupancy Issued	333	345	350
Critical Area Zoning Inspections	12	15	15
Critical Area Planting Agreement Inspections	115	125	140
Historic Preservation Meetings	11	10	12
Responses to Customer Requests for Historic Preservation Information	31	35	40
Commission on the Environment Meetings	12	12	12
Commission on the Environment Earth Day	1	1	1
Department Staff Meetings with Commissions, Boards, Agencies, Design Professionals	140	140	140

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION



MISSION

The Department of Public Works & Transportation's (DPW&T's) mission is to serve the community of St. Mary's County by assuring its Transportation, Facilities Management, Development Review, and Municipal Separate Storm Sewer System (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 the county government.

Other responsibilities include airport management and master planning for St. Mary's County Regional Airport, commuter/charter air service development, airport compliance, security, and safety, tie-down and lease management, business development and airspace protection. Services provided at the Airport: hangar leasing, tie-down rental, flight-school instructions, unmanned aircraft research and development, charter services, maintenance/repair services, Maryland State

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

DESCRIPTION (continued)

Police Medevac/MedStar operations and assuring that private and public sector projects are completed in accordance with project design and specifications.

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

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

GOALS

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

OBJECTIVES

- Respond and gather information from 311 and telephone requests for service from citizens within three business days: developing solutions or other responses within ten business days, including expectations of the priority of the work and expected period of performance. Automated responses to be generated at each step through the reporting, analyzing, design, construction process, and/or decision that work is not the responsibility of the County.
- Develop effective citizen engagement programs by gathering need statements to scope capital projects and update the 2006 Transportation Plan. The revised Transportation Plan is in final draft format for presentation to the Commissioners of St. Mary's County in the fall of 2024.

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

OBJECTIVES (continued)

- 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 81.6% of the county highways' pavement at satisfactory or better Condition plus 16.5% of the fair condition and plan to upgrade the other 2.9% within six years. Request funding level increases to match inflation at approximately 30 miles per year for an approximate 22-year pavement replacement schedule.
- 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 nineteen-calendar 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 public health emergencies 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. Continue to develop electric vertical takeoff and landing facilities.
- 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, in the short term at specific locations and long term in the development of the update to the 2006 Transportation Plan along with the 2023 Local Roadway Safety 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. Utilize the Neighborhood Drainage Improvements and Rehabilitation CIP program to stabilize and improve older residential areas throughout the County which are experiencing erosion from increased intensity storm events.
- Coordinate with LUGM to revise design standards and zoning regulations when updating the 2006 Transportation Plan to better preserve large tracts of rural landscape including productive farming, wetland, aquatic, forest, and other environmentally threatened land through smart growth principals.

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

OPERATING BUDGET

	FY2023	FY2024	FY2025	FY2025
Public Works & Transportation	Actual	Approved	Request	Approved
Administration	\$607,764	\$672,238	\$672,238	\$714,753
Engineering Services	1,002,450	1,211,768	1,297,844	1,172,021
Development Review	162,815	279,094	279,094	301,907
Construction & Inspections	966,371	1,021,544	1,129,305	1,127,397
County Highways	5,635,136	5,889,377	6,063,096	6,083,104
MS4 Program	695,725	965,047	1,089,590	1,081,292
Mailroom	117,783	129,696	130,986	159,397
Vehicle Maintenance Shop	1,634,180	1,812,900	2,018,500	2,073,941
Non-Public School Bus Transportation	3,313,479	4,181,455	3,327,521	3,333,381
St. Mary's County Airport	178,498	184,928	286,860	295,847
St. Mary's Transit System (Grants)	2,919,151	4,255,712	3,210,035	3,210,035
Building Services	<u>4,886,083</u>	<u>5,659,724</u>	<u>5,659,724</u>	<u>5,857,063</u>
Total Department – General Fund	\$22,119,435	\$26,263,483	\$25,164,793	\$25,410,138
Solid Waste & Recycling Fund	\$5,685,335	\$6,003,154	\$6,199,722	\$6,409,069
Miscellaneous Revolving Fund – Fuel Operations & Willows SWM	\$8,756	\$15,000	\$15,000	\$24,300

HIGHLIGHTS

The general fund budget for the Department of Public Works & Transportation is \$25,410,138, a decrease of \$853,345 or -3.20%. The budgeted amount incorporates the county employee compensation changes mentioned in the budget highlights and \$97,000 for a new AWOS System for St. Mary's County Airport. In addition, \$110,215 was included for Roadways and Storm Water Management maintenance.

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

STAFFING

Public Works & Transportation	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Administration	4	4	4
Engineering Services	4	4	4
Development Review	6.5	6.5	6.5
Construction & Inspections	6	6.5	6.5
County Highways	46	46	46
Mailroom	2	2	2
MS4	5	5.5	5.5
Vehicle Maintenance Shop	12	12	12
Non-Public School Bus Transportation	1	1	1
St. Mary's County Airport	1	1	1
St. Mary's Transit System (Grant)	32	32	32
Building Services	<u>34</u>	<u>34</u>	<u>34</u>
Total Department – General Fund	153.5	154.5	154.5
Solid Waste & Recycling Funds	28.5	28.5	28.5
Total Department	182	183	183

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Administration			
Budget Spent on Staff Development/ Seminars	<1%	<1%	<1%
Engineering Services			
Capital Projects	53	48	54
Full-Time Project Managers (not incl. Deputies)	6	6	6
Capital Budget Approved (FY increase from prior)	\$29.4M / +3.5M	\$29.9M / +0.5M	26.4M / -\$3.5M
Development & Plan Review			
Subdivision, Site, & As-Built Plans Reviewed	376	436	496
Average Duration of Plan Review	20 Days	19 Days	18 Days
Record Plat Submissions Reviewed	64	58	52
Average Plat Review Time (Target: < 20 Days First Review & < 15 Days on Subsequent Reviews)	20 Days	22 Days	21 Days
New Grading Permits Approved	19	20	21
New Public Works Agreements Approved	1	2	3
Construction & Inspections			
Inspections (capital, subdivision & grading permits)	3,182	2,606	3,700
Active Construction Permit Bonding	5,491,790	4,825,700	5,250,200
Active Grading Permit Bonding	13,610,672	12,102,140	14,464,880
Inspections per Inspector per Day @ 260 days per year	2.04	2.00	2.03
Asphalt Overlay & Slurry/Modified Seal Program(mi)	29.14/30.13	24.81/27.93	28.00/30.00
County Highways			
Highway Maintenance Mileage (centerlinemiles)	673	678	683
County Maintained Roads	1,687	1,692	1,697
Maintenance Requests Received	1,263	1,300	1,450
Utility Permits Issued	95	100	105
Metal/Plastic Pipes Replaced (feet)	5,400	5,450	5,500

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Solid Waste & Recycling			
Total County MRA Waste Generated (tons)	126,197	127,458	128,733
Total Rubble from Landfill (tons) Exported	5,905	5,954	6,024
Total MSW from Convenience Stations (tons)	21,148	21,359	21,573
# Customers Served at St. Andrews Landfill	40,532	40,937	41,346
MS4			
Maintenance Inspections – Contract Management	404	526	465
SWM- related Landscape Mgmt Contract Mgmt	24	31	35
MDE Annual Report	1	1	1
Vehicle Maintenance			
Ratio: # of Sheriff Vehicles / Total # County Fleet (%)	244/498 48.9%	246/527 46.6%	249/529 47.1%
# Un-tagged Vehicles and Equipment in Fleet	111	122	131
# Tagged Vehicles and Equipment in Fleet	498	527	529
Total Maintenance monies spent / Replacement Value of Fleet (%)	\$1,634,179/ \$23,280,144 7%	\$1,649,968/ \$27,041,327 6.1%	\$1,642,074/ \$25,160,736 6.5%
Job Orders for Law Enforcement/Total # Job%	35%	34.8%	36%
Type "A-C" Preventive Scheduled Maintenance (PM)	35.7%	34.1%	36%
Type "D" Corrective Unscheduled Maintenance (CM)	64.2%	66.5%	65%
Non-Public-School Bus Transportation			
Buses Under Contract	49	48	48
Total Riders including transfers / # Out of County	1150/2	1150/4	1200/4
Average Riders per Bus	33	33	33
Annual Bus Route Mileage	541,914	522,728	522,728
Cost per Mile Goal is < \$3.00 (State avg is \$5.42/ mile)	\$5.46	\$6.74	\$6.90

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
St. Mary's Transit System			
Total STS System Ridership (#)	171,350	175,734	185,849
Annual Route Mileage (All Routes & Services)	1,231,084	1,280,042	1,328,449
Oper. Cost per Hour (Public) Range: <\$65-\$85 hr.	\$35.23	\$36.61	\$38.00
Oper. Cost per Mile (Public) Range: <\$4 - \$6/mi	\$7.05	\$7.32	\$7.60
Oper. Cost per Passenger Trip (ADA/SSTAP) Range: \$20-\$40/trip	\$16.75/\$46.83	\$19.51/\$70.50	\$21.37/\$71.25
Passenger Trips per Hour (ADA/SSTAP)	30/17	44/33	658/40
Mailroom			
Pieces of Mail Processed	126,122	120,582	124,000
Airport Operations (*Note: CY data vs. FY)			
FAA Fixed Base Aircraft Inventory	235	245	250
# Transient Visitors (Estimates)	435	475	550
Rotary Wing Helicopter Operations (MSP& MedStar)	1120	1250	1290
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.)	224,799	269,961	300000
Building Services			
Total Square Footage of Buildings Maintained (GSF)	880,000	880,000	889,000
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	22
Buildings Maintained / Buildings with Janitorial Services	34	34	35
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	\$5.80
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	363,810

DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
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	16,800
Average # Work Orders per Mechanic per Year (16)	1,000	1,150	1,150
Average # Work Orders per Mechanic per Day (260 days)	4.02	4.5	4.5
# Mechanics Needed per M.S.F. (max.20 / mos.)	16	18	18
Purchasing – Fuel Service			
Permanent / Mobile or Temp Fueling Facilities	2	2	2
Gallons of Gasoline / Gallons of Diesel - Pumped	518,156/128,879	527,612/127,636	522,884/128,258
Average Cost of Fuel Gas / Diesel - per Gallon	\$3.08/\$3.53	\$3.00/\$2.95	\$3.04/\$3.24

DEPARTMENT OF RECREATION & PARKS



STRATEGIC PLAN www.stmaryscountymd.gov/recreate/strategicplan

MASTER PLAN 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).

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.

DEPARTMENT OF RECREATION & PARKS

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 while increasing value through new and existing amenities as needed to address community need.
- Demonstrate fiscal stewardship by enhancing programs, services, and facilities to generate growth and functionality.
- Promote agency, stakeholder, and community engagement through innovative means while fostering the preservation of natural, historical, and culture resources in a prudent manner.
- Create a sustainable leader organization supporting an innovative workforce creating organizational knowledge in a positive and creative environment to deliver programs and services.

OBJECTIVES

- Enhance customer interactions and understanding of department offerings by highlighting the benefits of parks and recreation opportunities.
- Review county demographic data to identify changing trends.
- Implement innovative marketing strategies which represent all potential customers, partners and stakeholders.
- Engage in the ongoing commitment to eliminate barriers to participation by promoting the benefits of parks and recreation opportunities.
- Identify effective means for collecting and reporting attendance, participation and visitation data.
- Develop master plan that will invest in future projects and current resources.
- Create budget efficiencies throughout the department.
- Seek to acquire land suitable for public water access, community and regional parks, and indoor facilities.
- Develop comprehensive plan for maintenance and improvement of existing parks, facilities and amenities.
- Implement use of innovative technology to effectively manage parks, facilities and amenities.
- Explore options to improve current online access and registration processes.
- Develop a comprehensive professional development strategy.
- Address needs to enhance and increase staff competencies that reflect Department's values
- Foster employee involvement with an emphasis on stakeholder initiatives, continuing education, and department growth.

DEPARTMENT OF RECREATION & PARKS

OPERATING BUDGET

Recreation & Parks	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Administration	1,354,126	1,522,178	1,583,177	1,698,719
Parks Maintenance	2,868,553	3,205,111	3,547,375	3,437,257
Non-Profits – Recreation & Parks	166,700	136,330	0	138,830
Grants	25,179	30,181	39,999	25,000
Chancellors Run Reg Park	66,909	99,754	113,639	113,639
Museum	<u>888,443</u>	<u>931,744</u>	<u>1,086,667</u>	<u>1,080,658</u>
Total Department – General Fund	5,369,910	5,925,298	6,370,857	6,494,103
Recreation Activity – Enterprise Fund	3,023,027	5,593,761	5,939,651	5,939,501
Wicomico Shores Golf – Enterprise Fund	1,701,196	1,814,344	1,884,050	1,993,882

HIGHLIGHTS

The general fund budget for the Department of Recreation & Parks is \$6,494,103, an increase of 568,805 or 9.6%. This budget includes the county employee compensation changes mentioned in the budget highlights. The Department received a mid-year Childcare Specialist position and additional funds for grounds maintenance at the Gymnastics Academy.

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

Agency	Category	Amount
7 th District Optimist Club	Community Event	12,000
Chamber Orchestra of So MD	Community Event	4,250
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
Total		138,830

DEPARTMENT OF RECREATION & PARKS

STAFFING

Recreation & Parks	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Administration	14	15	15
Parks Maintenance	17	17	17
Museum	<u>5</u>	<u>5</u>	<u>5</u>
Total Department – General Fund	36	37	37
Wicomico Shores Golf	6	6	6
Total Department	42	43	43

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Parks and Facility Maintenance			
Parks, public landings, county facilities (grounds) and school sites (ball fields) maintained	119	120	120
Parks, schools (ball fields), facilities-acres maintained	2275	2280	2280
Athletic fields, courts, playgrounds, other facilities	221	221	221
Recreation buildings, restroom buildings and other structures maintained	73	75	75
Park improvement / construction projects	12/12	8/8	10/10
Park/facility users (estimated)	969,508	989,510	999,500
Sports leagues using fields / teams / league participants	28/853/12,158	29/860/13,258	32/900/14,358
Museums*			
Visitors (daily admission and special events)	10,871	17,000	8,000
Museum outreach education programs	9	1	5
Museum outreach education program participants	415	124	300
Volunteers / # Volunteer hours	35/619	50/497	30/350
Value of volunteer service	\$20,730	\$16,645	\$11,722
Boat passengers to St. Clements Island	4,239	3,974	6,500
Guided Tours and Education Programs – Number of tours/ participants	5/439	2/123	1/60

*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 FY2023	Estimated FY2024	Projected FY2025
Recreation Division			
Recreation program participants	45,899	75,530	86,650
Camps	907	1,200	1,400
School Age Care	360	200	200
Gymnastics	2,015	2,200	2,400
Leisure classes	251	250	300
Special events	5,876	1,900	4,000
Sports	14,400	15,000	15,500
Teen	0	0	50
Great Mills Swimming Pool	9,586	14,000	15,000
Wellness & Aquatics Center	4,746	33,000	40,000
Spray Park	1,600	1,600	1,600
Skate Park	0	0	0
Regional Park	5,991	6,000	6,000
Therapeutic	167	180	200
Volunteers / Volunteer hours	291/13,728	375/15,000	400/16,000
Value of volunteer services	\$219,648	\$240,000	\$256,000
Wicomico Shores Golf Course			
Rounds of golf	24,244	23,000	25,500
Junior golf program participants	85	100	85
Outings held	38	45	45

ELECTED

OFFICIALS

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

CIRCUIT COURT



DESCRIPTION

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

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. We are in the process of moving our Family Services Coordinator to the lower level next to the Self-Help Center to have someone downstairs to assist parties when they come to the Center.

OPERATING BUDGET

Circuit Court	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Administration	\$1,173,372	\$1,440,678	\$1,481,118	\$1,612,458
Law Library	31,707	42,250	42,250	42,250
Grants	<u>682,290</u>	<u>945,046</u>	<u>909,173</u>	<u>909,173</u>
Total - Circuit Court	\$1,887,369	\$2,427,974	\$2,432,541	\$2,563,881

HIGHLIGHTS

- The budget for the Circuit Court is \$2,563,881, an increase of \$135,907, or 5.6%. This budget includes the county employee compensation changes mentioned in the budget highlights, and the increase in bailiff per diem.

CIRCUIT COURT

STAFFING

Circuit Court	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Administration	10.00	10.00	10.00
Grants	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total - Circuit Court	14.0	14.0	14.0
Bailiffs / Chief Bailiff	4.0	4.0	4.0
Total Circuit Court	18.0	18.0	18.0

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Family Services Grant	\$203,801	\$201,539	\$230,628
Adult Drug Court Grant (State)	269,000	295,000	346,928
Highway Safety Grant (Adult Drug Court)	84,607	84,607	84,607
Child Support Cooperative Reimbursement	13,084	13,655	15,010

ORPHAN'S COURT



DESCRIPTION

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

GOALS

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

OBJECTIVES

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

OPERATING BUDGET

Orphan's Court	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total – Orphan's Court	\$68,347	\$76,293	\$73,883	\$74,155

HIGHLIGHTS

The budget for the Orphan's Court is \$74,155, a decrease of \$2,138 or (2.8%). This decrease is attributed to removal of non-recurring expenses from FY2024.

STAFFING

Orphan's Court	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Total Department	3	3	3

ORPHAN'S COURT

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Decedent's Estates Opened	656	596	650
Judicial Probate Proceedings	29	21	30
Estate Hearings	98	87	75
Show Cause Orders Issued	96	90	100
General Court Orders Issued	202	200	240
Court Order Issued Approving Extension of Time	22	35	35
Limited Orders to Locate Will or Assets	51	44	50
Orders Approving Funeral Costs	14	11	10
Orders Approving Attorney Fees & Personal Representative Commissions	146	155	160
Guardianship Accounts Reviewed and Approved	7	9	7
Administration Accounts Reviewed and Approved	443	480	500

OFFICE OF THE SHERIFF



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

Our Mission

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

Our Vision

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

Our Values

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

Service to Our Communities

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

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

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; focused investigations and enforcement to address violent crime and gun violence; 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 incarcerated population of the St. Mary's County Detention and Rehabilitation Center ranged from 192 to 251. 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 79 to 94. 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

DESCRIPTION (continued)

The Canine (K9) 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

- Continue the implementation of District Based Policing throughout the county.
- Increase Traffic Safety Unit and initiatives for enforcement and educational programs to decrease fatal and serious crashes.
- 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.
- Complete the space needs and design study of the Firearms Range for inclusion in the County's capital improvement program to reduce dependency upon private and public facilities.
- Continue 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.
- Evaluate current organizational structure to ensure positioning of personnel and services align with the mission and objectives of the Sheriff's Office.

OFFICE OF THE SHERIFF

OPERATING BUDGET

Sheriff's Office	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Law Enforcement	\$34,940,745	\$39,385,476	\$41,268,241	\$42,423,506
Corrections	15,550,805	18,052,997	19,918,581	19,344,507
Training	436,759	400,177	432,677	432,677
Canine	27,821	35,260	41,960	41,960
Court Security	871,212	1,070,076	1,070,076	1,066,076
Grants	<u>2,195,238</u>	<u>2,996,375</u>	<u>3,211,181</u>	<u>3,209,621</u>
Total - Sheriff – General Fund	\$54,022,580	\$61,940,361	\$65,942,716	\$66,518,347
Miscellaneous Revolving Fund –				
Asset Forfeiture - Federal	\$60,231	\$50,000	\$50,000	\$50,000
Asset Forfeiture – Local	\$-0-	\$67,500	\$67,500	\$67,500

HIGHLIGHTS

The general fund budget for the Office of the Sheriff is \$66,518,347, an increase of \$4,577,986 or 7.4% 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:

- 42 approved promotional ranks for Law and Corrections.
- 3% market adjustment for Law Sworn and Corrections salary scales.
- 2.5% stipend for employees at Top of Grade on the Law Sworn and Corrections salary scales.

STAFFING

Sheriff's Office	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Sheriff	1	1	1
Law Enforcement			
Civilians	74	74	74
Sworn	154	153	153
Corrections			
Civilians	30	36	30
Sworn	101	101	101
Court Security	13	13	13
Grants			
Civilians	5	5	5
Sworn	4	5	5
Total - Sheriff - General Fund	382	388	382

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES

Indicators	Actual CY2023
Calls for Service	73,402
Arsons	14
Breaking and Entering	301
Felony Assaults & Misdemeanors	1,784
Murders	3
Rapes	23
Robberies	38
Thefts (Includes Auto Thefts)	1,021
Emergency Petitions	874
Emergency Services Team (E.S.T.) Operations	60
Child Abuse Cases	83
Narcotics Violations	571
Larceny After Trust Cases	0
Forgeries	44
Fraud Cases	439
Possession/Weapon Cases	65
Sex Offenses	203
Vandalism	899
DWI's	178
Liquor Law Violations	16
Disorderly Conduct Case	16
Battered Spouse Cases	873
Other Offenses (Premises check, loud noise, burglar alarms, suspicious persons/vehicles)	10,488
Arrests Made - Adults (Warrants, Civil/Criminal)	2,539
Arrests Made - Juveniles (Investigations)	440
<u>Narcotics Cases Investigated: Local</u>	
Arrests Made	62
Value of Drugs Seized	\$457,338.80
Number of Search Warrants	130
Money Seized (FY)	\$92,468.30
Money Awarded (FY)	\$98,697.00
Vehicles Seized	9

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES (continued)

Indicators	Actual CY2023
<u>Child Support Enforcement</u>	
Summonses - Received	703
Summonses - Served	637
Warrants – Received	81
Warrants – Served	46
Civil Process – Received / Served - (Summonses, writs, replevin, evictions, subpoenas, etc.)	10,942/7,836
Civil Process Fees Received (FY)	\$92,248
<u>Traffic</u>	
Accidents	3,293
Citations	9,006
Warnings	9,946
Accident Reconstructions	27
Child Safety Seat Inspections/Installations	85
Traffic Complaints	3,620
<u>Crime Lab</u>	
Number of Crime Scenes Processed	820
Search Warrant Assist	201
<u>Volunteer Program</u>	
Number of Hours Worked by Volunteers (Chaplains, Interns, Other Volunteers)	2,963
<u>K-9 Program – (FY)</u>	
Number of Canine Utilizations	426
Number of Criminal Arrests and Assisted Arrests	291
Value of Drugs Seized	\$120,419.50
Money Seized Due to Canine Drug Detection	\$61,023

OFFICE OF THE SHERIFF

PERFORMANCE MEASURES (continued)

Indicators	Actual FY2023
<u>Corrections – (FY)</u>	
Annual Number of Arrestees Processed (Walk-throughs, Intakes, Releases)	3,046
Average Daily Population	214
Attendance in Education Program (GED)- (Monthly Average)	18
Attendance in IEP/Tutoring/Creative Writing/English 900 (Monthly Average)	0
Attendance in Drug/Alcohol/HIV/Domestic Violence Treatment/Anger Mgmt./Mediation/ Parenting/Life Skills Programs (Monthly Average)	28
Number Referred to the Mental Health Program (Monthly Average)	523
Attendance in Walden Jail Substance Abuse Program (Monthly Average)	177
Attendance in Computers (Mo. Avg.)	0
Sentenced to Day Reporting (Mo. Avg.)	30
Work Hours (i.e. kitchen, laundry, clean-up)	56,981
<u>Alternative to Incarceration</u>	
Pre-Trial Services Offenders Monitored in the Community (Monthly Average)	95
Pre-Trial Services Offenders Screened for Program Eligibility	1,081
Drug Court and Family Court Participant Substance Abuse Screenings	101

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 St. Mary's County. The role of the State's Attorney is to enforce criminal statutes, defend the interests of victims and 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 Office of the State's Attorney is staffed with prosecutors, paralegals, legal assistants, investigators, evidence analysts, and victim/witness advocates. The State's Attorney's Office has two divisions – the Circuit Court Division and the District Court Division. The Circuit Court Division handles felony cases, such as murders, rapes, robberies, drug distributions, and major thefts. The Circuit Court Division also handles all juvenile delinquency matters. Circuit Court prosecutors serve as legal advisors to the Grand Jury and attend all Grand Jury sessions. The District Court Division prosecutes primarily misdemeanor criminal cases, such as assaults, thefts, and disorderly conduct. Additionally, the District Court Division prosecutes all payable and must-appear traffic offenses, including drunk driving and licensure violations.

The prosecutors who work in the State's Attorney's 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 investigating and prosecuting criminal violations in St. Mary's County. Our prosecutors coordinate with allied federal, state, and local law enforcement agencies to identify problems before they manifest adverse consequences and remain available to provide legal guidance to law enforcement. Our office strives to provide comprehensive support for crime victims throughout the prosecution to support them through the legal process and ensure their rights are protected.

Our office administers a community service program that provides an opportunity for payable traffic offenders to perform community service in lieu of traditional penalties on a case-by-case basis. We are also a leading participant with the Substance Abuse Recovery Court to keep our citizens safe from the detrimental impact of alcohol and drugs. This office established Project Graduation and continues to host this event to ensure a fun, alcohol-free event for St. Mary's County high school graduates to celebrate their graduation night.

GOALS

- Prevent crime, enforce Maryland law, and protect the rights of our citizens.
- Combat 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.

OFFICE OF THE STATE'S ATTORNEY

GOALS (continued)

- 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 St. Mary's County.

OBJECTIVES

- Fairness. Ensure and support the fair, impartial, efficient, and transparent administration of justice in St. Mary's County. Target the most serious offenses for prosecution and judiciously use diversion and probation programs.
- Victim Advocacy. Protect the rights of crime victims throughout the judicial process and refer victims to services as appropriate.
- Partnerships. Collaborate with and support other federal, state, and local agencies. The State's Attorney remains committed to continuing and strengthening collaborative efforts with these agencies.
- Deterrence. Foster community engagement through proactive and preventive educational initiatives.
- Integrity. Maintain the highest levels of integrity and trustworthiness in the prosecution of crimes. Wisely manage the resources entrusted to our office to carry out its mission.

OFFICE OF THE STATE'S ATTORNEY

OPERATING BUDGET

Office of the State's Attorney	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Judicial	\$4,554,322	\$5,589,757	\$6,889,053	\$5,916,755
Grants	<u>655,398</u>	<u>784,427</u>	<u>0</u>	<u>0</u>
Total-General Fund	\$5,209,720	\$6,374,184	6,889,053	\$5,916,755
Miscellaneous Revolving Fund - Drug Enforcement	\$12,756	\$81,903	0	0

HIGHLIGHTS

The general fund budget for the Office of the State's Attorney is \$5,916,755, a decrease of \$457,429 or (-7.2%) less than the prior year. Decrease represents grants that were not budgeted for this fiscal year.

STAFFING

Office of the State's Attorney	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Judicial	45.75	49.75	45.75
Grants	<u>9.0</u>	<u>14.0</u>	<u>9.0</u>
Total Office of the State's Attorney	54.75	63.75	54.75

OFFICE OF THE COUNTY TREASURER



DESCRIPTION

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

Treasurer	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Administration	\$489,391	\$573,927	\$575,827	\$616,360
Total - Treasurer	\$489,391	\$573,927	\$575,827	\$616,360

HIGHLIGHTS

The budget for the Office of the County Treasurer is \$616,360, an increase of \$42,433 or 7.4%. This budget incorporates the county employee compensation changes mentioned in the budget highlights.

OFFICE OF THE COUNTY TREASURER

STAFFING

Treasurer	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Total Treasurer	6	6	6

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Amount of Revenue collected and disbursed to County, State, Fire & Rescue Agencies for Real Estate and Personal Property Taxes, MVA Tag Renewals, Agricultural Transfer Tax, Tax Sale Redemptions, Liquor Licenses, etc.	\$158,891,424	\$164,232,913	\$168,680,000
Delinquent Personal Property Collections Revenue	\$69,197	\$55,702	\$52,000
Tax bills mailed for real property, local personal property, corporations, 1/2-year new construction and 2nd semi-annual notices	48,236	51,350	52,890
Delinquent bills, final notices, 60-day notices processed and mailed	3,769	3,456	3,612
Tax payments collected and processed	75,000	75,000	75,000
Walk-in customers for tax payments, MVA registration renewals, liquor licenses, real property deeds and business licenses researched and stamped prior to recordation, County Senior Tax Credit and County Matching Credit applicants, etc.	5,000	4,000	3,000
Customer Inquiries via Phone, Email or Fax	21,503	30,000	35,000
Tax Sale preparation & annual auction	890	742	810
Treasurer's Website Usage (visits recorded)	404,736	130,427	150,000
Online parcel payments processed	30,801	32,046	34,000
Property transfers processed in tax records	4,083	3,468	3,872
Senior Tax Credits processed (Cap, Matching and 6510 programs)	2,113	2,057	2,078
State Homeowners' Tax Credits processed	593	615	633
Adjustments to real and personal property accounts including increases and decreases, refunds, voids, transfers, abatements, credits, etc.	4,791	5,551	5,900

STATE AGENCIES / INDEPENDENT BOARDS

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

DEPARTMENT OF HEALTH

DESCRIPTION

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

OPERATING BUDGET

Department of Health	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Operating Allocation	\$3,181,508	\$5,013,042	\$5,646,285	\$5,328,172
Personal Services	<u>\$16,301</u>	<u>\$16,545</u>	<u>\$16,545</u>	<u>\$16,545</u>
Total – Department of Health	\$3,197,809	\$5,029,587	\$5,662,830	\$5,344,717
Miscellaneous Revolving Fund-Opioid	\$0	\$0	\$0	\$500,000

HIGHLIGHTS

The allocation to the Department of Health is \$5,344,717, which is an increase of \$315,130 or 6.3% more than the prior year. The County exceeds State mandated funding of \$2,174,525 by \$3,153,647.

Increase in funds is for 3% Cola and 2% Step effective in FY25 and increase in medical supplies.

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES

INDICATORS	ACTUAL FY2023	ESTIMATED FY2024	PROJECTED FY2025
Birth/Death records certified	7,072	7,500	7,500
Accounts Receivable processed	177,068	182,000	195,000
Budgets prepared	160	155	160
Invoices processed	2,216	2,300	2,500
Number of fleet vehicles/# of fleet miles	34/166,624	34/175,000	34/175,000
Number of youth enrolled into the Asthma Control Program	47	65	72
Number of individuals educated on tobacco smoking and vaping health risk, including pregnant women	20,867	15,000	15,000
Number of merchants educated on Tobacco Youth Access Law and product placement	112	112	112
Number of participants enrolled into the TOPS weight management program	15	30	30
Number of individuals screened through the Cancer Screening & Prevention Program	73	89	89
Total number of all requests for services from Administrative Care Coordination program	829	850	850
Number of Adult Evaluation & Review Service (AERS) assessments	282	285	285
Number of new and recertification MCHP applications processed: New application and Redetermination applications	939	950	975
Number of youth referred to SMCHD mentoring connection program	108	122	130

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES (continued)

INDICATORS	ACTUAL FY2023	ESTIMATED FY2024	PROJECTED FY2025
Number of children immunized during School Flu Clinics (doses provided, includes initial and booster doses) (labor intensive)	506	400	500
Cases of reportable diseases and investigations (labor intensive)	5,781	2,400	3,000
Number of SBHC visits	691	1,400	2,000
Number of family planning visits	617	650	675
Community members serviced through Adult Recover Community Center (unduplicated)	1,105	1,100	1,100
Crisis walk-in peer recovery contacts and referrals	973	1,000	1,000
Community members serviced at Health Hub	1,657	1,750	1,750
Students receiving behavioral health support in SMCPs through STOP program	653	750	1,000
New SSP participants to the program	25	35	40
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

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES (continued)

INDICATORS	ACTUAL FY2023	ESTIMATED 2024	PROJECTED FY2025
Maintain Housing support for families with chronic homelessness and high behavioral health needs (CoC, Adult)	9	11	11
Reduce need to 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	37	25	25
Outreach Events	230	250	250
Documents translated from English to Spanish	100	110	110
Press Releases Issued	110	125	125
Health St. Mary's Partnership meeting attendance	88	90	92
Medical translation services provided	6,000	7,500	8,000
Public Health Complaints	138	170	150
NCT Water supply samples	759	700	800
Certify potability of wells # of water samples collected	214 and 804	200 and 750	200 and 750
Number of anti-rabies clinics/Number of vaccinations administered	9 and 757	9 and 750	9 and 750
Number of positive rabies cases	3	5	3
Food service facility inspections	1,501	1,500	1,500
Number of soil evaluations conducted (new)	284	250	250

DEPARTMENT OF HEALTH

PERFORMANCE MEASURES (continued)

Number of mandatory Public Health Emergency Preparedness training and meeting hours	72	100	100
Engage internal and external partners in Emergency Preparedness efforts (includes training, drills & exercises, volunteer management coordination) (# hours)	150	200	200
Number of paid interns			10
Number of outreach events in the community		5	8
Number of ARC First Aid/CPR/AED certifications issues		44	200
Number of staff trained in Verbal Intervention			150

MARYLAND DEPARTMENT OF AGRICULTURE – MOSQUITO CONTROL UNIT

DESCRIPTION

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

OPERATING BUDGET

	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Mosquito Control Unit				
Total Mosquito Control Unit	\$105,724	\$115,000	\$126,000	\$126,000

HIGHLIGHTS

The budget for the Mosquito Control Unit is \$126,000, an increase of \$11,000 or 9.6% from the prior year.

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Light Traps Set	8	1	1
Vectobac 12AS (Ditch Treatment)	600 gallons	600 gallons	600 gallons
Altosid 150 Day (Tablet)	1,015 pieces	1,100 pieces	1,100 pieces
Altosid 30 Day (Tablet)	2,225 pieces	2,300 pieces	2,300 pieces
Granular (Granules)	N/A	N/A	N/A
VectoMAX FG	340 pounds	400 pounds	400 pounds
Spheratax SPH	531 pounds	600 pounds	600 pounds
All Pro (Granules)	N/A	N/A	N/A
Miles Driven (Larvicide)	4,699 miles	5,000 miles	5,000 miles
Miles Driven (Post inspections)	745 miles	800 miles	800 miles

DEPARTMENT OF SOCIAL SERVICES

DESCRIPTION

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

OPERATING BUDGET

Social Services	FY2023 Actuals	FY2024 Approved	FY2025 Request	FY2025 Approved
Total – Social Services	\$499,426	\$566,965	\$575,762	\$568,963

HIGHLIGHTS

The local county portion of the Social Services budget is \$568,963 (including the grant), which is an increase of \$1,998 or 0.4% more than the prior year.

STAFFING

Social Services	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Total - Social Services	2	2	2

DEPARTMENT OF SOCIAL SERVICES

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Child Support Collections	\$11,140,000	\$11,200,000	\$12,000,000
Child Support Paternities Established	76	77	78
Support Orders Established	263	289	317
Petition for Contempt / Show Cause Orders	13	45	100
Upward/Downward Modifications to Child Support Orders	310	340	350
Number of Certified Adult Foster Care Homes	5	4	7
Adult Clients Living in Provider's Home under Program (monthly avg.)	7	50	100
Adult Clients Served with Purchase of Care Funds	9	50	100
Annual Number of Children Served in the SEN's program	41	65	70
Number of Home Visits Yearly		340	350
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	5	5	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	367	373	380
Number of Adults protected through Department of Social Services Legal Services	10	5	7
Number of deceased citizens who do not have funds or other resources to go toward the cost of their burial	5	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

Alcohol Beverage Board	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total - Alcohol Beverage Board	\$332,246	\$438,922	\$396,888	\$379,230

HIGHLIGHTS

The budget for the Alcohol Beverage Board is \$379,230 which is a decrease of \$59,692 or (13.6%) under last year's budget. This decrease reflects the removal of non-recurring costs in FY2024.

STAFFING

Alcohol Beverage Board	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Alcohol Beverage Board - Staff	2.25	2.75	2.25
Alcohol Beverage Board - Chairman & Members	5.0	5.0	5.0

ALCOHOL BEVERAGE BOARD

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
License Fees (net Corporate Town of Leonardtown fees)	86,012	85,000	91,000
Transfer Fees	1,000	1,000	1,000
Fines	14,700	11,000	11,000
Application Fees	4,500	2,500	3,000
Number of Licenses (at FY end)	165	173	170
Number of Special/Temporary Licenses Issued	187	200	200
Number of Inspections	214	200	300
Number of Violations Cited	19	20	20
Number of Compliance Checks by AEC	176	180	180
Number of RAST/ID Check Trainings held	10	10	10

BOARD OF ELECTIONS

DESCRIPTION

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

OPERATING BUDGET

Board of Elections	FY2023 Actuals	FY2024 Approved	FY2025 Request	FY2025 Approved
Total - Board of Elections	\$1,857,906	\$2,051,192	\$2,353,717	\$2,333,191

HIGHLIGHTS

The budget for the Board of Elections is \$2,333,191 which is an increase of \$281,999 or 13.7%. Increase is due to increases in Judges salaries and in equipment maintenance.

STAFFING

Board of Elections	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Total - Board of Election Members	5	5	5

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Voter Registration	83,202	84,000	85,000
Changes to Voters Registrations	17,400	25,000	27,000
Confirmation Mailings	5,900	10,200	12,200
Voter Notification Cards	17,400	25,000	27,000
Election Judges	637	650	650
Early Voting Judges	250	250	250
Election Estimated Turnout	38,059	30,000	85,000
Absentee/Main-in Ballots	7,339	8,000	12,000
Provisional Ballots	796	800	900

UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

DESCRIPTION

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

OPERATING BUDGET

Extension – St. Mary’s County	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total – UME St. Mary’s County	\$270,262	\$295,716	\$311,098	\$311,098

HIGHLIGHTS

The local budget for the University of Maryland Extension (UME) is \$311,098 which is \$15,382 or 5.2% higher than the previous year

UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
AGRICULTURE & NUTRIENT MANAGEMENT			
Beginner Farmer Training	123	125	125
Vineyard Research Outreach	105	75	75
Nutrient Voucher Training	78	75	65
Nutrient Management Plans	423	425	425
Acres in Nutrient Management	13,240	14,000	14,000
Pesticide License Renewals	187	250	175
Direct Farmer Consultations	379	400	400
FAMILY AND CONSUMER SERVICES & MARYLAND SNAP-Ed			
SNAP-Ed Supplemental Nutrition Assistance Program Education (Youth and Adult)	5,730	5,761	5,900
Refresh Nutrition Education 4th/5th Graders	0	30	50
Read for Health Youth Participants	459	480	500
Edible ABC's Participants	362	360	400
SNAP-Ed Campaigns Eat Your Words	2,244	2,321	2,400
Food Safety and Preservation Education Participants	0	25	40
Innovative Approaches to Health and Wellness	0	25	40
Farm to School Participants	938	700	700
Fresh Conversations Participants	0	15	70
Youth Financial Education	151	170	225
Consumer Behavior & Personal Finance	79	100	130
Financial Pedagogy	23	50	75
TECH EXTENSION EDUCATOR			
Partnerships developed	6	10	15
Total number of 10 session courses	6	10	15
Total number of group session	17	60	80
Total number of sessions/consultation in-person	352	352	352
Total number of referrals	0	0	0

UNIVERSITY OF MARYLAND EXTENSION – ST. MARY’S COUNTY

4-H YOUTH DEVELOPMENT PROGRAM			
4-H UME Certified Volunteers	79	85	90
4-H UME New Volunteers Certified	6	5	5
Youth, 5-18 years old, 4-H Community Clubs	196	220	240
Youth, 5-18 years old, Military	78	85	95
4-H After-School Youth	0	25	35
4-H Youth School Enrichment Programs	1,099	1,150	1,250
4-H County Fair Exhibits	1,275	1,400	1,500
4-H Youth Projects Completed	229	240	250
4-H Recruitment Contacts	310	310	310
4-H Club-Sponsored Community Service	34	38	42
4-H Volunteer Hours	5,100	5,250	5,500
4-H Day Camping Programs	54	64	74
4-H Overnight Camping Programs	36	46	56
WATERSHED PROTECTION AND RESTORATION			
Watershed Steward Trainees	0	20	20
Watershed Steward Certified Volunteers	0	20	40
Watershed Steward Volunteer Hours	0	500	1,000
Watershed/Stormwater Educational Projects	0	2	2
Stormwater BMP Implementation: Sq.ft. of Rain Gardens	0	1,000	1,000
Stormwater BMP implementation: # Rain Barrels	51	100	100
Stormwater BMP implementation: # Native Plants	0	100	100
Stormwater BMP implementation: # Trees	0	1,500	2,500
Participants in Well and Septic Clinics	0	0	0
Master Gardener Volunteer Hours	3,500	4,250	5,000
Master Gardener Certified Volunteers	80	100	130
Master Gardener Interns/Trainees	24	30	30
Plant Clinics	26	30	36

ETHICS COMMISSION

DESCRIPTION

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

OPERATING BUDGET

	FY2023	FY2024	FY2025	FY2025
Ethics Commission	Actual	Approved	Request	Approved
Total Ethics Commission	\$125	\$833	\$833	\$833

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Financial Disclosure Form Review	81	102	93
Advisory Opinions			1
Complaints		1	1

FOREST CONSERVATION BOARD

DESCRIPTION

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

OPERATING BUDGET

Forest Conservation	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total - Forest Conservation	\$2,500	\$2,500	\$2,500	\$2,500

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Natural Resource Camp	\$1,300	\$1,300	\$1,300
Friends St. Clements Bay	\$560	\$1,000	\$1,000

SOIL CONSERVATION DISTRICT

DESCRIPTION

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

OPERATING BUDGET

St. Mary's Soil Conservation District	FY2023 Actuals	FY2024 Approved	FY2025 Request	FY2025 Approved
Total – Soil Conservation District	\$188,712	\$123,373	\$127,373	\$127,373

HIGHLIGHTS

The County is budgeted for \$127,373 which is an increase of \$4,000 or 3.2% 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

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	PROJECTED FY2025
<u>Approve Erosion and Sediment Control Plans:</u>			
Review single lot development which disturbs < .5 acres	38	40	40
Review for single lot development which disturbs < .5 acres	715	725	750
Approved erosion and sediment control plans for development that disturbs greater than .5 acre.	257 approvals protecting 604.41 acres	250 approvals protecting 600 acres	260 approvals protecting 700 acres
Review and provide comments for the Technical Evaluation Committee.	63	65	70
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.	125	130	135
Review and process E&S exemption projects that disturb less than 5,000 square feet or 100 cubic yards of cut and/or fill.	284	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.	44	50	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.	68 SC&WQ plans on 3,167.1 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 37 Structural BMP's	Install 40 Structural BMP's	Install 45 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	340 management type BMP's were installed by producers	375 management type BMP's to be installed by producers	400 management type BMP's to be installed by producers
Provide public outreach through various formats. Ex: Earth Day, fair, Crops Conference etc.	22 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.	52 farmers 7,319.5 acres	55 farmers 6,200 acres	60 farmers 6,500 acres

SOIL CONSERVATION DISTRICT

PERFORMANCE MEASURES (continued)

Lease district owned conservation Equipment to agricultural producers to reduce sediment and nutrient loads to the Chesapeake Bay.	31 farmers 636.21 acres	30 farmers 650 acres	30 farmers 650 acres
Review and approve standard erosion and sediment control plans for timber harvest operations.	24 Standard Plans approved on 1016.5 acres	24 Standard Plans approved on 1,000 acres	24 Standard Plans approved on 1,000 acres

SOUTHERN MARYLAND RESOURCE CONSERVATION AND DEVELOPMENT (RC&D)

DESCRIPTION

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

OPERATING BUDGET

SO MD RC & D	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total - SO MD RC&D	\$15,300	\$15,300	\$31,300	\$20,600

HIGHLIGHTS

The County will fund \$20,600 which is an increase of \$5,300 or 34.6% more than 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 FY2023	Estimated FY2024	Projected FY2025
Number of Clients Served St. Mary’s County	28	35	40
Percent of Clients Served from St. Mary’s County	70%	60%	55%
Current Number of Full-time employees	2	2	2
Number of Volunteers / Volunteer Hours	36/2120	40/2400	45/2700
(FTE) Jobs Created as a Result of Cooperative Agreement	11	15	18
Navy Environmental Projects Completed	1	2	1
Other Environmental Projects Completed	9	10	
Acres of Agricultural Land Conserved-St. Mary’s Cty	103.64	500	500
Community Improvement Projects Completed	2	2	2
Grant Applications Submitted	12	15	18

SOUTHERN MARYLAND TRI-COUNTY COMMUNITY ACTION COMMITTEE, INC.

DESCRIPTION

The Southern Maryland Tri-County Community Action Committee, Inc. (SMTCCAC) is governed by a volunteer board of directors. The board has equal representation from consumers of SMTCCAC services, representatives of local elected officials, and the private sector. This agency is committed to addressing the problems associated with poverty in the Tri-County area of Southern Maryland. This includes the counties of Calvert, Charles, and St. Mary's. 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) and Rental Management.

OPERATING BUDGET

Tri-County Community Action Committee - TCCAC	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
TOTAL - TCCAC	\$35,000	\$35,000	\$100,000	\$35,000

HIGHLIGHTS

The County will fund the same as the prior year.

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Total Number of Customers Served	75,300	79,065	83,018
Number of Clients Served-St. Mary's County	26,653	27,985	29,384
% of St. Mary's County customers served	35	40	37
Current number of paid employees (full-time)	59	60	60
Number of Housing Counseling Clients Served	438	459	441

TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND

DESCRIPTION

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

OPERATING BUDGET

Tri-County Council	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total – Tri- County Council	\$125,000	\$125,000	\$125,000	\$125,000

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Customized Recruitments held for St. Mary’s County Businesses	49	52	67
Hires Made from Recruitments	176	183	220
Training Dollars Spent to Upgrade Skills of SMC Residents	\$396,487	\$350,887	\$124,553
SMC Residents Trained	195	220	250
American Job Center Visits	1,136	1,250	1,350
Mobile Career Center Deployments in SMC	46	50	52
SMC Residents Served by the Mobile Career Center	271	300	325

STATE DEPARTMENT OF ASSESSMENTS & TAXATION (SDAT)

DESCRIPTION

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

OPERATING BUDGET

SDAT	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total-SDAT	\$427,810	\$427,810	\$443,507	\$443,507

HIGHLIGHTS

This budget includes \$443,507 to be funded by the County for the State Department of Assessments and Taxation's local office, per current legislation at 50 percent.

UNIVERSITY SYSTEM OF MARYLAND AT SOUTHERN MARYLAND (USMSM)

DESCRIPTION

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

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

OPERATING BUDGET

USMSM	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Total - USMSM	\$40,000	\$40,000	\$40,000	\$40,000

HIGHLIGHTS

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

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Total Number of Clients Served	4,000	5,000	6,000
Number of Clients Served – St. Mary’s County	2,000	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	250	260	270

BOARD OF EDUCATION

DESCRIPTION

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

OPERATING BUDGET

BOARD OF EDUCATION	ACTUAL FY2023	APPROVED FY2024	APPROVED FY2025	% CHANGE
BOE - Recurring	\$121,524,908	\$127,369,907	\$134,369,907	5.5%
BOE – Non-recurring	0	\$700,000	0	-100%
Total County - BOE	\$114,540,492	\$128,069,907	\$134,369,907	4.9%

EXPENDITURES BY CATEGORY:

Administration	\$3,795,795	\$4,517,729	\$4,628,723	2.5%
Mid-Level Admin	18,623,089	20,571,110	20,844,411	1.3%
Instructional Salaries	87,383,975	98,516,173	101,502,474	3.0%
Instructional Textbooks & Supplies	5,068,157	5,823,257	4,924,925	-15.4%
Other Instructional Costs	1,608,834	3,041,924	2,643,968	-13.1%
Special Education	20,382,357	22,940,197	24,589,931	7.2%
Student Personnel Serv.	1,379,476	1,668,136	1,895,371	13.6%
Student Health Serv.	2,857,598	3,111,532	3,336,416	7.2%
Student Transportation	22,100,102	23,490,061	25,582,818	8.9%
Operation of Plant	19,071,634	23,656,512	22,494,831	-4.9%
Maintenance of Plant	4,476,011	6,400,366	7,046,350	10.1%
Fixed Charges	60,177,680	64,561,570	69,248,757	7.3%
Capital Outlay	1,995,034	2,323,303	1,206,817	-48.1%
TOTAL – GENERAL FUND-ALL SOURCES	<u>\$248,919,742</u>	<u>\$280,622,170</u>	<u>\$289,945,792</u>	<u>3.3%</u>

BOARD OF EDUCATION

STAFFING

Board of Education	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Unrestricted	2018.18	2096.02	2096.02	2,096.02
Restricted	274.03	229.65	175.35	175.35
Food Service	<u>151.15</u>	<u>144.15</u>	<u>143.15</u>	<u>143.15</u>
Board of Education	2,443.36	2,469.82	2,414.52	2,414.52

Note: Includes Chesapeake Public Charter School

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

Level	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Budget
Elementary/Pre-K	7,436	7,426	7,438	7,954
Middle	3,922	3,963	3,828	3,828
High	5,495	5,559	5,433	5,441
K to 12 FTE's	16,853	16,948	16,699	17,223

HIGHLIGHTS

The County's funding for the Board of Education (BOE) is budgeted at \$134,369,907, an increase of \$6,300,000 or 4.9% in funding, over the prior year. State-mandated Maintenance of Effort (MOE) requires county funding of \$126,267,144 based on the MSDE Official Enrollment of 16,699 at September 30, 2023. County funding increase provides funding for negotiated agreements, transportation, and fuel. The latest information from Blueprint fiscal impact indicates that \$121.4 million is required for FY2025.

When combined with the State/Federal/Other funding \$148,478,981 and \$7,096,904 of the Board of Education's Fund Balance, the total unrestricted budget is \$289,945,792.

The Board of Education's budget also includes a revolving fund of \$13,162,715 for food services and a Restricted Fund of \$38,135,211, for Grants. The Capital Projects are presented separately and projects for Public Schools in FY2025 total \$24,625,891, including \$12,048,000 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	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
County Funding	\$4,734,428	5,009,058	5,282,620	\$5,282,620
Tuition/Fees	18,829,725	22,200,031	19,843,719	19,960,969
State, Federal, Other Revenue	<u>38,993,827</u>	<u>47,078,440</u>	<u>47,876,781</u>	<u>46,981,409</u>
Total – CSM Revenues- All Sources	57,823,552	69,278,471	\$67,720,500	\$66,942,378

HIGHLIGHTS

The total budget for the College of Southern Maryland (CSM), is decreasing from \$69,28,471 to \$66,942,378 or (2,336,093) less than the prior year. County funding is at \$5,282,620 which is an increase of \$273,562 or 5.5% for maintenance of effort. The budget is presented as a total budget to include all campuses.

PERFORMANCE MEASURES

Indicators	Fall 2021	Fall 2022	Fall 2023
FTE Students – Leonardtown Campus Enrollment	644	821	815
FTE Students – St. Mary’s County Residence Virtual Campus	1,443	1,034	1,088

BOARD OF LIBRARY TRUSTEES

DESCRIPTION

The St. Mary's County Library provides public library services seven days per week to all County residents. Branch libraries are located in the three major population centers - Lexington Park, Leonardtown, and Charlotte Hall. The Leonardtown Library houses the administrative office. The three libraries in FY24 will have 62,500 square feet of floor space and hold nearly 200,000 physical items. The Library also offers over 500,000 digital titles: ebooks and magazines, digital audiobooks, music, movies, and television shows. Major activities of the Library include collection development and maintenance; cataloging and processing; circulation; reference; access to digital resources and computer workshops; children's, teen, and adult programming; interlibrary loan; and administration. In FY24, we are adding a mobile library that will make stops throughout the county.

OPERATING BUDGET

	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Board of Library Trustees				
Lexington Park Library	\$1,106,605	\$1,319,890	\$1,573,270	1,484,583
Leonardtown Library	895,585	1,050,668	1,217,420	1,106,399
Charlotte Hall Library	660,911	748,838	944,122	841,515
Administration	1,678,296	1,810,549	2,254,543	2,080,260
Total Expenses - Library	4,341,397	4,929,945	5,989,355	5,512,757
State, Federal, Other Revenue				
Sources	969,180	1,026,297	1,035,500	1,094,721
County Funds – Library	3,310,050	3,828,048	4,887,458	4,318,036
Fund Balance (Library)	<u>62,169</u>	<u>75,600</u>	<u>66,397</u>	<u>100,000</u>
Total Revenues, All Funding Sources	\$4,341,399	\$4,929,945	5,989,355	5,512,757

HIGHLIGHTS

The total budget for the Board of Library Trustees is \$5,512,757 which is an increase of \$582,812 or 11.8% over the prior year. County funding is budgeted at \$4,318,036 which is an increase of \$489,988 or 12.8% more than the prior year. This is attributed to employee compensation increases, utility and operating increases and furniture.

BOARD OF LIBRARY TRUSTEES

PERFORMANCE MEASURES

Indicators	Actual FY2023	Estimated FY2024	Projected FY2025
Physical Circulation of Books and Other Materials	872,021	950,000	1,000,000
Digital Circulation	168,514	200,000	250,000
Customer Visits	308,551	325,000	340,000
Program Attendance	29,577	30,000	30,000
Hours Open per Week (total for 3 libraries)	184	204	204
Physical Items in Collection	153,515	155,000	155,000
Digital Tiles Accessible (not counting 400,000 + in the Hoopia service)	139,515	140,000	145,000
Uses of PC's	19,688	20,000	20,000
Number of Public PC's	120	122	122
Meeting Room Use Instances, Not Attendance	6,596	7,000	7,100

OTHER BUDGET COSTS

APPROPRIATION RESERVE

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

LEONARDTOWN TAX REBATE

The County Commissioners appropriate funds to the town of Leonardtown in recognition that the town provides certain services such as, planning and zoning, road maintenance and other public works services to its residents in lieu of the county providing those services. The amount is calculated based upon the assessed value of County-owned tax exempt property within the Leonardtown corporate limits. The major properties within the town limits include the Court House, Governmental Center, Hayden Farm, Health Department, and the Library. The formula equates to a tax differential rate of .1203 cents per \$100 of assessed value for the taxpayers of Leonardtown. The funding remains the same from prior year. The assessed value of the County Owned Nontaxable Real Property Assessments is \$66,116,967, requiring a payment of \$72,786.

EMPLOYER CONTRIBUTIONS – RETIREE HEALTH BENEFITS & UNEMPLOYMENT COSTS

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

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

The County has an actuarial valuation performed bi-annually. On June 30, 2023 the County's net OPEB asset was \$5.946 million, funded at 95.06%. 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 FY2026 and out years.

Unemployment for FY2025 is budgeted at \$5,000 based on trends.

GENERAL / BANK ADMINISTRATION COSTS

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

This appropriation of \$16,197,331 funds the payment of debt service - principal and interest on debt for capital projects. Included in the FY2025 estimate for debt service includes interest payment on the borrowing of \$30,000,000 in FY2025. The estimated allocation of debt service, based on the capital projects being funded, is as follows:

	Principal	Interest	Total
General Obligation	\$9,121,249	\$6,973,215	\$16,094,464
State Loans	\$102,867	\$0	\$102,867

Project Type	Current Debt
Board of Education	\$5,456,150
Roads	4,491,846
Public Safety	2,414,763
Library	2,599,488
Parks	923,093
CSM	260,400
Solid Waste	51,591
Total	\$16,197,331

TRANSFERS & RESERVES

GENERAL FUND TRANSFER –

The \$(2,400,000) is reflected as a reversion of funds from capital projects to the General Fund to use for non-recurring expenses.

CIP Pay-Go	\$(2,400,000)
Total	\$(2,400,000)

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 \$816,922 to this reserve. Uses require specific action by the Commissioners of St. Mary’s County.

ENTERPRISE AND SPECIAL REVENUE FUNDS

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

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

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

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

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

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

EMERGENCY SERVICES BILLING FUND

Emergency Services Billing Fund - established 2021 to supplement the volunteer rescue squads.

Memorandum of Agreements (MOAs) approved by CSMC on March 9, 2021. The MOAs with the rescue squads allowed the County government to conduct Emergency Medical Services (EMS) transport services billing on their behalf.

Source and Use of Funds	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Emergency Services Billing - 50% (net of fee)	\$ 3,243,465	\$ 4,200,000	4,200,000	4,000,000
With proposed new fee	-	-	-	
General Government	174	-	-	-
Average Estimated Run Calls - Rescue Tax	-	-	-	-
Pay-Go from Emergency Support Fund	3,254,825	2,663,321	-	-
Total Revenues	\$ 6,498,464	\$ 6,863,321	\$ 4,200,000	\$ 4,000,000
Personal Services	\$ 4,638,344	\$ 6,072,322	\$ 6,072,322	\$ 6,958,993
Operating Supplies	219,491	303,463	316,563	326,063
Professional Services	288,917	340,243	385,331	386,531
Communication	528	4,000	4,000	4,550
Transportation	49,776	40,000	40,000	40,000
Liability Insurance	-	20,193	20,193	20,193
Miscellaneous	3,929	2,500	4,500	4,500
Equipment & Furniture	77,700	80,600	10,600	49,100
Appropriation Reserve - Emergency Services	-	-	-	-
Total Expenditures	\$ 5,278,685	\$ 6,863,321	\$ 6,853,509	\$ 7,789,930
Revenues Over (Under) Expenditures	\$ 1,219,779	\$ -	\$ (2,653,509)	\$ (3,789,930)
Fund Equity (deficit) at June 30 - audited page 119 - FY2023 Audit	\$ 2,126,289			

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	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Emergency Services – Support Tax	\$ 3,473,949	\$ 3,500,000	\$ 3,550,000	\$ 3,550,000
General Government - Other Income	37	-	-	-
Amoss (508) Grant - Fire & Rescue	301,374	300,000	300,000	300,000
General Fund - Pay-Go for	4,659,000	1,320,019	-	-
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
Total Revenues	\$ 8,434,360	\$ 5,170,019	\$ 3,900,000	\$ 3,900,000
Emergency Management Recruiting	\$ 164,189	\$ 195,429	\$ 203,029	\$ 217,186
Advanced Life Support Operating	247,832	247,832	247,832	247,832
Emergency Services Committee	212,251	263,140	343,140	393,040
Fire Department Operating Allocation	207,000	207,000	207,000	207,000
Fire Department LOSAP	918,047	1,346,590	1,346,590	1,346,590
Amoss (508) Grant - Fire	150,687	150,000	150,000	150,000
Rescue Squad Operating Allocation	1,333,000	133,000	133,000	133,000
Rescue Squad LOSAP	352,757	546,914	546,914	546,914
Amoss (508) Grant - Rescue	150,687	150,000	150,000	150,000
LOSAP - Trust Contribution	4,600,000	1,843,733	1,000,000	1,000,000
F & R Revolving Loan Fund, Debt Service	36,458	36,381	36,381	36,381
Appropriation Reserve - Emergency Services	-	50,000	50,000	50,000
Total Expenditures	\$ 8,372,908	\$ 5,170,019	\$ 4,413,886	\$ 4,477,943
Revenues Over (Under) Expenditures	\$ 61,452	\$ -	\$ (513,886)	\$ (577,943)
Fund Equity (deficit) at June 30 - audited*	\$ (92,516)			

* Page 119 - FY2023 Audit

MISCELLANEOUS REVOLVING FUND

Source and Use of Funds	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Fuel Operations	\$ 24,600	\$ 20,000	\$ 20,000	\$ 20,000
State's Attorney Drug Enforcement	19,668	30,000	-	-
Community Service Teen Court	-	1,000	500	500
Department of Aging Special Events/CRAC	137,975	118,000	140,500	140,500
Willows SWM	-	-	-	9,300
LUGM - Historic Book	562	-	-	-
ED Rents/Concessions	27,903	28,000	28,000	28,000
Sheriff's Local Forfeiture Fund	45,892	25,000	25,000	25,000
State's Attorney Project Graduation	18,235	-	-	-
St. Mary's County Weed Control	47,590	69,493	69,493	69,493
Sheriff's Federal Forfeiture Fund	5,190	-	-	-
Opioid Settlement Revenue 18 years	279,764	500,000	500,000	500,000
Appropriation Reserve	-	140,000	140,000	140,000
Total Revenues	\$ 607,379	\$ 931,493	\$ 923,493	\$ 932,793
Fuel Operations	\$ 8,756	\$ 15,000	\$ 15,000	\$ 15,000
Community Service Teen Court	-	400	400	400
Department of Aging Special Events/CRAC	111,861	117,000	140,000	140,000
Willows SWM	-	-	-	9,300
Economic Deveopment	1,414	28,000	28,000	28,000
Sheriff's Federal Forfeiture Fund	60,231	50,000	50,000	50,000
Opioid Settlement for 18 years		500,000	500,000	500,000
Sheriff's Local Forfeiture Fund	-	67,500	67,500	67,500
State's Attorney Drug Enforcement	12,756	81,903	-	-
State's Attorney Project Graduation	-	-	-	-
St. Mary's County Weed Control	55,407	73,559	73,559	73,559
Appropriation Reserve	-	140,000	140,000	140,000
Total Expenditures	\$ 250,425	\$ 1,073,362	\$ 1,014,459	\$ 1,023,759
Revenues Over (Under) Expenditures	\$ 356,954	\$ (141,869)	\$ (90,966)	\$ (90,966)
Fund Equity (deficit) at June 30 - audited *	\$1,462,300			

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.

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RECREATION AND PARKS ENTERPRISE FUND

Source and Use of Funds	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
School Age Care	\$ 892,175	\$ 2,281,590	\$ 2,510,399	\$ 2,510,399
Recreation Activity Fund	\$ 3,426	\$ -	\$ -	\$ -
Therapeutic Division	49,979	171,781	198,670	198,670
Gymnastics Department	791,024	1,291,920	1,291,920	1,291,920
Leisure / Special Programs	104,557	239,725	261,580	261,580
Special Facilities	407,444	636,400	776,481	776,481
Sports Programs	389,228	683,440	773,897	773,897
General Administration	26,626	66,357	71,451	71,451
Appropriation Reserve	-	80,000	80,000	80,000
Total Revenues	\$ 2,664,459	\$ 5,451,213	\$ 5,964,398	\$ 5,964,398
School Age Care	\$ 742,233	\$ 2,127,753	\$ 2,345,070	\$ 2,345,070
Aquatic Center	\$ 442,769	\$ 646,197	\$ 666,600	\$ 666,600
Therapeutic Division	49,683	225,435	211,683	211,683
Gymnastics Department	451,233	602,428	587,021	587,021
Leisure / Special Programs	87,125	185,739	187,865	187,865
Special Facilities	811,256	960,871	991,239	991,239
Sports Programs	336,427	579,462	691,147	690,997
General Administration	102,301	185,876	179,026	179,026
Appropriation Reserve	-	80,000	80,000	80,000
Total Expenditures	\$ 3,023,027	\$ 5,593,761	\$ 5,939,651	\$ 5,939,501
Revenues Over(Under) Expenditures	\$ (358,568)	\$ (142,548)	\$ 24,747	\$ 24,897
Fund Equity (deficit) at June 30 - audited *	\$ (601,234)			

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.

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SOLID WASTE AND RECYCLING FUND

Source and Use of Funds	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
SW and Recycling Fees-Residential	\$ 4,539,524	\$ 4,576,740	\$ 4,576,740	\$ 4,904,795
General Gov/Other Income	269,021	-	-	-
Landfill Tipping Fee	589,302	600,000	600,000	600,000
Recycle Containers	164,160	200,000	200,000	200,000
Pay-Go from General Fund	-	-	-	-
Appropriation Reserve		30,000	30,000	30,000
Total Revenues	\$ 5,562,007	\$ 5,406,740	\$ 5,406,740	\$ 5,734,795
<u>Solid Waste</u>				
Personal Services	\$ 1,154,488	\$ 1,277,301	\$ 1,307,301	\$ 1,413,852
Operating Supplies	41,940	46,650	58,150	58,150
Hauling & Post-Closure Costs	1,434,233	1,586,488	1,665,005	1,685,005
Communications	3,983	6,860	6,860	6,860
Transportation	132,917	130,000	136,500	136,500
Public Utility	27,125	28,167	28,167	28,167
Tipping Fees	1,259,905	1,516,494	1,567,399	1,567,399
Equipment	713,758	1,309	-	60,000
Retiree Health	23,000	23,000	23,000	23,000
Memberships	223	500	500	500
Lease Payments	167,083	397,107	397,107	397,107
Appropriation Reserve		-	-	-
Total, Solid Waste	\$ 4,958,655	\$ 5,013,876	\$ 5,189,989	\$ 5,376,540
<u>Recycling</u>				
Personal Services	\$ 115,593	\$ 105,959	\$ 105,959	\$ 128,755
Operating Supplies	-	1,400	1,400	1,400
Professional Services	493,232	647,060	611,173	611,173
Communications	-	-	-	-
Transportation	3,145	3,000	3,500	3,500
Rentals	49,631	71,062	119,504	119,504
Hazardous Waste Day Events	25,751	90,575	97,975	97,975
Lease Payments	39,328	40,222	40,222	40,222
Appropriation Reserve	-	30,000	30,000	30,000
Recycling Grant	-	-	-	-
Total, Recycling	\$ 726,680	\$ 989,278	\$ 1,009,733	\$ 1,032,529
Total Expenditures	\$ 5,685,335	\$ 6,003,154	\$ 6,199,722	\$ 6,409,069
Revenues Over (Under) Expenditures	\$ (123,328)	\$ (596,414)	\$ (792,982)	\$ (674,274)
Fund Equity (deficit) at June 30 - audited*	(\$1,846,294)			

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

FY2024 - Environmental Service Fee \$100.47 - Ordinance 2018 - 13 in Section 223 - 34 (3) allows for a **2% increase every year on July 1. FY2025 fee \$102.48**

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WICOMICO SHORES GOLF ENTERPRISE FUND

Source and Use of Funds	FY2023 Actual	FY2024 Approved	FY2025 Request	FY2025 Approved
Golf Operations	\$ 1,216,042	\$ 1,032,262	\$ 1,149,762	\$ 1,149,762
Government/Other Income	-	19,724	19,724	19,724
Restaurant	561,764	466,000	576,000	612,000
House	34,530	46,800	46,800	46,800
Interest Income	2,000	-	-	-
Golf Shop	116,667	135,183	136,183	154,333
Other/Miscellaneous	684	800	800	800
Appropriation Reserve	-	50,000	50,000	50,000
Total Revenues	\$ 1,931,687	\$ 1,750,769	\$ 1,979,269	\$ 2,033,419
Golf Operations	\$ 173,326	\$ 181,843	\$ 200,712	\$ 200,712
Greens and Grounds	455,981	517,128	516,946	571,878
Restaurant	579,848	503,201	551,151	598,790
House	72,278	74,400	77,400	77,400
Administration	184,954	204,999	216,524	205,522
Golf Shop	88,093	92,533	93,147	111,410
Capital	28,091	71,672	59,602	59,602
OPEB (post-retirement health)	36,000	36,000	36,000	36,000
Appropriation Reserve	-	50,000	50,000	50,000
Total Expenditures, before debt service	\$ 1,618,571	\$ 1,731,776	\$ 1,801,482	\$ 1,911,314
Debt Service - Building	\$ 82,625	\$ 82,568	\$ 82,568	\$ 82,568
Total Expenditures, including debt service	\$ 1,701,196	\$ 1,814,344	\$ 1,884,050	\$ 1,993,882
Revenues Over(Under) Expenditures-incl. debt	\$ 230,491	\$ (63,575)	\$ 95,219	\$ 39,537
Fund Equity (deficit) at June 30, exclusive of net capital assets, net of debt to General Fund, audited	\$ (107,927)			

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 - FY2023 Audit - Unrestricted (\$461,460)+Due From/Adv from General Fund \$353,533

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	3,594	*5.6¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,709	5.6¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,875	*5.6¢ per \$100 of assessment
Mechanicsville - 5th Election District 5th District Accounts 5,172 4th District Accounts 3,918	9,090	*5.6¢ per \$100 of assessment
Hollywood - 6th Election District	5,858	5.6¢ per \$100 of assessment
Avenue – 7th Election District 7th District Accounts 3,188 4th District Accounts 1,042	4,230	5.6¢ per \$100 of assessment
Bay District - 8th Election District	13,280	5.0¢ per \$100 of assessment
St. George Island - 9th Election District	225	5.6¢ per \$100 of assessment

2023 Property taxable information – Total accounts = 47,861

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

***FY2025 Approved 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	3,594	1.1¢ per \$100 of assessment
Valley Lee - 2nd Election District	3,709	1.7¢ per \$100 of assessment
Leonardtown - 3rd Election District	7,875	.9¢ per \$100 of assessment
Mechanicsville 5th Election District 5,172 4th Election District 3,918	9,090	2.0¢ per \$100 of assessment
Hollywood - 6th Election District	5,858	1.4¢ per \$100 of assessment
Avenue 7th Election District 3,188 4th Election District 1,042	4,230	3.0¢ per \$100 of assessment
Lexington Park - 8th Election District	13,280	2.3¢ per \$100 of assessment
St. George’s Island - 9th Election District	225	1.7¢ per \$100 of assessment

2023 Property taxable information – Total accounts = 47,861

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

SPECIAL ASSESSMENT FUND

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

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

Depending upon the type of special assessment, the project may require interfund loans. Provision is then made for the benefiting property owner to pay installments through the property tax system on an annual basis. Debt Service required in FY2025 for existing Special Assessments will be \$42,368

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 2025 Approved Capital Budget - by project and funding source
- 2) Fiscal Year 2026 – Fiscal Year 2030 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
Solid Waste

Projects are shown for the approved FY2025 appropriation year as well as the planned projects for fiscal years 2026 through 2030. Approved financing is presented in total for each of the respective years.

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

APPROVED CAPITAL BUDGET - FY2025

CAPITAL PROJECT	Total	Bonds	X-fer Tax	Excise Tax	Pay-Go	State /Fed	Other
HIGHWAYS							
County Bridge Replacement & Repair	852,000		852,000				
Culvert Replacement & Repair	540,000	540,000					
Federal Bridge Replacement Program	536,000	107,200				428,800	
Neighborhood Drainage Improvements	1,025,000	1,025,000					
Retrofit Sidewalk Program	520,160		520,160				
Roadway & Safety Improvements	7,516,800	7,516,800					
Street Lighting & Streetscape Improvements	952,500	485,250		467,250			
Water Quality & Nutrient Removal	248,400		248,400				
Total Highways	12,190,860	9,674,250	1,620,560	467,250	0	428,800	0
LAND CONSERVATION							
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	
Total Land Conservation	7,533,333	0	1,593,333	0	0	5,150,000	790,000
PUBLIC FACILITIES							
Airport Improvements	785,000	528,500				256,500	
Building Maintenance & Repairs - Critical	518,500		518,500				
Building Maintenance & Repairs-Programmatic	560,000		560,000				
Energy Efficiency and Conservation	97,910		97,910				
Fire Department Water Supply Points	500,000		500,000				
Parking and Site Improvements	146,000		146,000				
Sheriff's Headquarters Facility	948,000	705,750		242,250			
Total Public Facilities	3,555,410	1,234,250	1,822,410	242,250	0	256,500	0
PUBLIC LANDINGS							
Chaptico Wharf Landing	199,000					199,000	
Total Public Landings	199,000	0	0	0	0	199,000	0
RECREATION & PARKS							
Elms Beach Park Improvement	1,078,541	2,400,000	1,078,541		(2,400,000)		
Park Land and Facility Acquisition	300,000					300,000	
Park Planning Grant	25,000					25,000	
Rec Facility & Parks Improvements	2,650,000	1,446,000		204,000		1,000,000	
Snow Hill Park	300,000	300,000					
Solar Panels Dorsey Park	50,000	50,000					
YMCA	21,000,000	15,000,000				2,000,000	4,000,000
Total Recreation & Parks	25,403,541	19,196,000	1,078,541	204,000	(2,400,000)	3,325,000	4,000,000
PUBLIC SCHOOLS							
Aging School Program	57,074		7,000			50,074	
Building Infrastructure - Critical	386,000	386,000					
Building Infrastructure - Programmatic	1,025,000		1,025,000				
Chillers/Controls	4,476,400	1,880,088				2,596,312	
Green Holly ES - Roof/HVAC Systemic Reno	2,436,912	2,436,912					
Lettie Marshall Dent ES- Modernization	9,077,163	285,344	1,853,156	586,500		6,352,163	
Piney Point ES HVAC Systemic Renovation	6,282,342	2,703,000				3,579,342	
Relocatables for Various Sites	885,000	885,000					
Total Public Schools	24,625,891	8,576,344	2,885,156	586,500	0	12,577,891	0
TOTAL	\$73,508,035	\$38,680,844	\$9,000,000	\$1,500,000	(\$2,400,000)	\$21,937,191	\$4,790,000

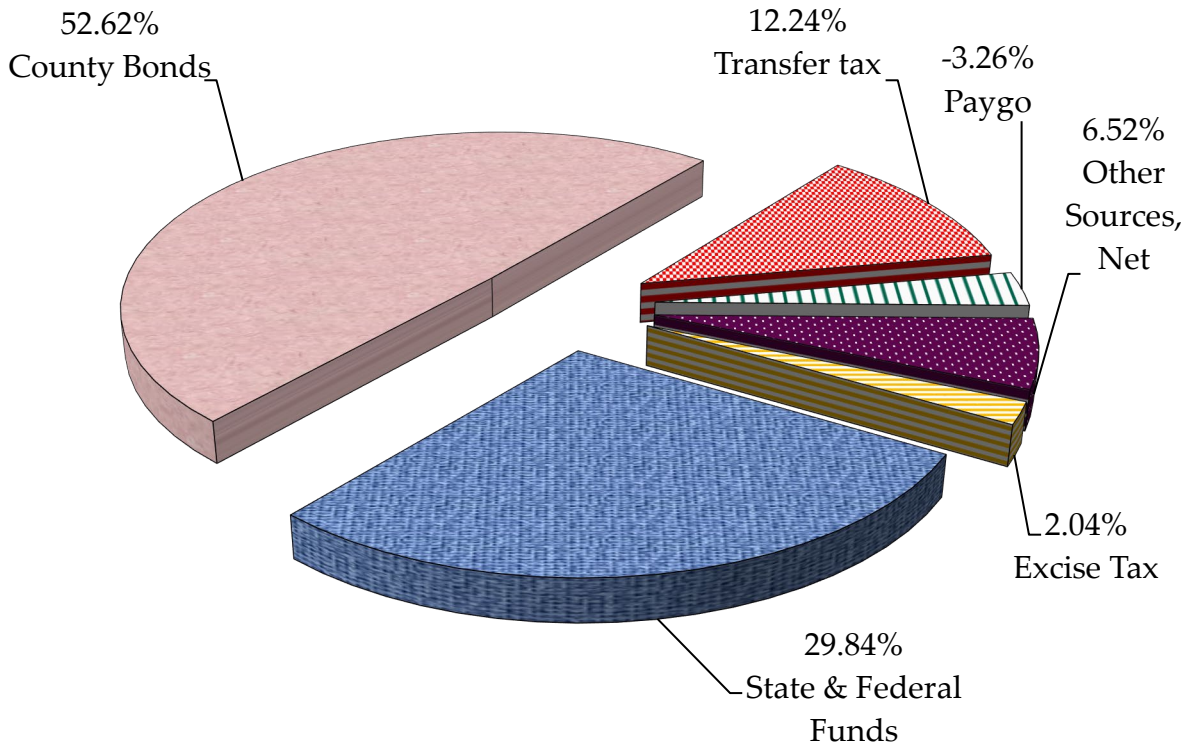
SUMMARY

Project Type	Total	Bonds	X-fer Tax	Excise Tax	Pay-Go	State /Fed	Other
Highways	12,190,860	9,674,250	1,620,560	467,250	0	428,800	0
Land Conservation	7,533,333	0	1,593,333	0	0	5,150,000	790,000
Marine	0	0	0	0	0	0	0
Public Facilities	3,555,410	1,234,250	1,822,410	242,250	0	256,500	0
Recreation & Parks	25,403,541	19,196,000	1,078,541	204,000	(2,400,000)	3,325,000	4,000,000
Public Landings	199,000	0	0	0	0	199,000	0
Public Schools	24,625,891	8,576,344	2,885,156	586,500	0	12,577,891	0
Total	\$73,508,035	\$38,680,844	\$9,000,000	\$1,500,000	(\$2,400,000)	\$21,937,191	\$4,790,000

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

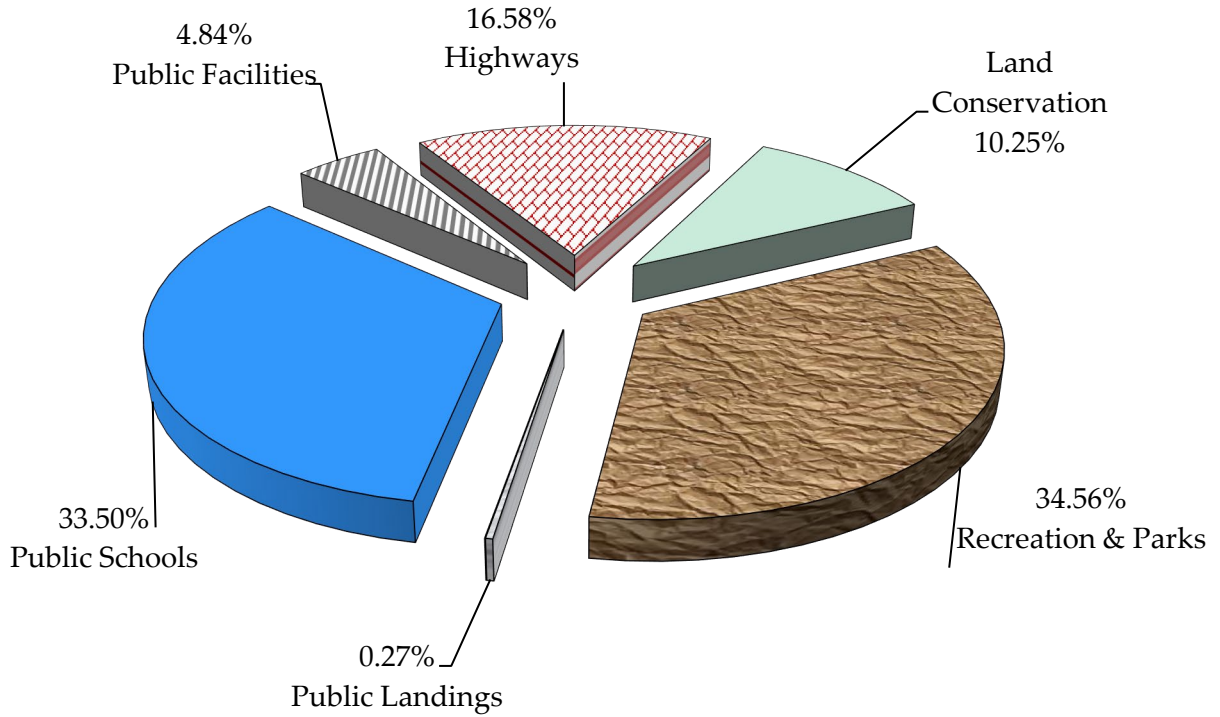
Estimated annual excise tax for Schools, Roads, Parks and Public Safety is \$1.5 Million per year.

FISCAL YEAR 2025 CAPITAL BUDGET - FUNDING SOURCES



State & Federal Funding	\$ 21,937,191
Local Funds:	
County Bonds	38,680,844
Transfer Taxes	9,000,000
Other Sources: Recordation Fees/Agricultural Tax/Fee-in Lieu	4,790,000
Excise Tax	1,500,000
Pay-go	<u>(2,400,000)</u>
Total	<u>\$73,508,035</u>

FISCAL YEAR 2025 CAPITAL BUDGET - PROJECTS



Recreation & Parks	\$ 25,403,541
Public Schools	24,625,891
Highways	12,190,860
Land Conservation	7,533,333
Public Facilities	3,555,410
Public Landings	199,000
Total	<u>\$73,508,035</u>

APPROVED 2025 CAPITAL BUDGET AND FY2026 TO FY2030 PLAN

CAPITAL PROJECT	← Approved 5-Year Capital Plan →					
	FY2025 Total	FY2026 Total	FY2027 Total	FY2028 Total	FY2029 Total	FY2030 Total
HIGHWAYS						
4-Way Intersection MD4/Wildewood Parkway	0	0	0	0	0	1,280,000
County Bridge Replacement & Repair	852,000	852,000	852,000	852,000	852,000	907,380
Culvert Replacement & Repair	540,000	540,000	540,000	540,000	540,000	575,100
Federal Bridge Replacement Program	536,000	1,480,000	0	0	0	0
Neighborhood Drainage Improvements	1,025,000	1,025,000	1,025,000	1,025,000	1,025,000	1,091,625
Retrofit Sidewalk Program	520,160	574,160	574,160	587,160	587,160	625,325
Roadway & Safety Improvements	7,516,800	10,016,800	9,231,800	9,512,600	9,512,600	11,033,419
Southampton Neighborhood Revitalization	0	3,125,775	2,957,564	0	0	0
Street Lighting & Streetscape Improvements	952,500	7,500	52,500	7,500	52,500	60,000
Water Quality & Nutrient Removal	248,400	248,400	248,400	248,400	248,400	264,546
Total Highways	12,190,860	17,869,635	15,481,424	12,772,660	12,817,660	15,837,395
LAND CONSERVATION						
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	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Total Land Conservation	7,533,333	8,633,333	8,633,333	8,633,333	8,633,333	8,633,333
MARINE						
St. Jerome Creek Maintenance Dredge	0	0	0	0	0	50,000
Total Marine	0	0	0	0	0	50,000
PUBLIC FACILITIES						
Airport Improvements	785,000	1,100,000	8,163,333	1,000,000	6,000,000	7,600,000
Airport Innovation District Master Plan	0	0	0	0	0	514,500
Animal Shelter Entrance Sign	0	0	0	0	0	179,075
Building Maintenance & Repairs - Critical	518,500	503,500	478,500	472,500	472,500	570,000
Building Maintenance & Repairs-Programmatic	560,000	467,500	467,500	467,500	528,000	481,000
Buses and Bus Facility	0	0	0	0	859,025	0
College of Southern MD Building A Renovation	0	7,760,261	8,498,790	0	0	0
Energy Efficiency and Conservation	97,910	0	0	0	0	0
Fire and Rescue Revolving Loan Fund	0	0	0	0	700,000	200,000
Fire Department Water Supply Points	500,000	500,000	500,000	500,000	450,000	0
Health Department Lexington Park Space Needs	0	0	0	0	0	75,000
Health Department Renovations	0	0	366,395	0	3,594,385	0
Lexington Park/Charlotte Hall Library Renovations	0	47,070	0	5,579,450	0	0
New Emergency Operations Center	0	0	0	0	0	3,806,455
Northern Senior Activity Center Pickleball Courts/Prk	0	0	0	0	140,900	1,437,005
Parking & Site Improvements	146,000	146,000	146,000	66,000	66,000	66,000
Sheriff's Headquarters Facility	948,000	28,791,000	0	0	0	0
Total Public Facilities	3,555,410	39,315,331	18,620,518	8,085,450	12,810,810	14,929,035
PUBLIC LANDINGS						
Chaptico Wharf Landing	199,000	0	0	0	0	0
Total Public Landings	199,000	0	0	0	0	0
RECREATION & PARKS						
Elms Beach Park Improvements	1,078,541	0	0	0	0	0
Park Land and Facility Acquisition	300,000	300,000	300,000	300,000	300,000	300,000
Park Planning Grant	25,000	25,000	25,000	25,000	25,000	25,000
Recreation Facility & Park Improvements	2,650,000	2,650,000	2,650,000	2,650,000	2,650,000	1,500,000
Shannon Farm Property	0	5,372,034	0	0	0	0
Snow Hill Park	300,000	1,000,000	0	0	0	0
Solar Panels Dorsey Park	50,000	0	0	0	0	0
Three Notch Trail - Phase Eight	0	5,100,000	0	0	0	0
Three Notch Trail - Phase Seven	0	1,677,055	0	0	0	0
YMCA Great Mills	21,000,000	0	0	0	0	0
Total Recreation and Parks	25,403,541	16,124,089	2,975,000	2,975,000	2,975,000	1,825,000

APPROVED 2025 CAPITAL BUDGET AND FY2026 TO FY2030 PLAN

CAPITAL PROJECT	Approved 5-Year Capital Plan					
	FY2025 Total	FY2026 Total	FY2027 Total	FY2028 Total	FY2029 Total	FY2030 Total
SOLID WASTE						
Landfill and Convenience Center Maint and Repair	0	0	0	0	0	20,000
Recycling Improvements - Convenience Center	0	0	0	0	0	75,000
Valley Lee Convenience Center Improvement	0	0	0	0	0	170,600
Total Solid Waste	0	0	0	0	0	265,600
PUBLIC SCHOOLS						
Aging Schools Program	57,074	0	0	0	0	0
Benjamin Banneker ES Roof Pre-Design Study	0	0	0	40,000	0	1,877,000
Building Infrastructure - Critical	386,000	455,000	964,000	887,000	740,000	780,000
Building Infrastructure - Programmatic	1,025,000	1,135,000	889,000	698,000	817,000	365,000
Chillers	4,476,400	0	0	0	0	0
Chopticon HS Modified Limited Renovation	0	25,566,000	32,143,000	12,613,000	0	0
Dr. James A. Forrest Career & Technology Study	0	0	25,000	0	60,000	250,000
Esperanza Middle School - Chillers/Controls	0	0	0	1,148,000	0	0
Green Holly ES Roof/HVAC Systemic Renovation	2,436,912	2,637,088	0	0	0	0
Leonardtown HS - HVAC Systemic Renovation	0	0	75,000	0	3,773,000	21,652,000
Leonardtown Middle School Roof/HVAC Systemic	0	0	0	0	0	40,000
Lettie Marshall Dent ES Addition, HVAC/ Elec/Tank	9,077,163	0	0	0	0	0
Lexington Park ES Roof/HVAC Replacement	0	40,000	0	5,380,000	6,899,000	0
Mechanicsville ES Roof/HVAC Pre-Design Study	0	0	0	0	0	40,000
Oakville ES Roof/HVAC Pre-Design Study	0	0	0	0	0	40,000
Piney Point ES HVAC Systemic Renovation	6,282,342	0	0	0	0	0
Relocatables for Various Sites	885,000	885,000	0	0	0	0
Ridge ES HVAC Systemic Renovation	0	40,000	0	3,328,000	4,150,000	0
Town Creek ES Roof Pre-Design Study	0	0	0	40,000	0	977,000
Total Public Schools	24,625,891	30,758,088	34,096,000	24,134,000	16,439,000	26,021,000
TOTAL	\$73,508,035	\$112,700,476	\$79,806,275	\$56,600,443	\$53,675,803	\$67,561,363

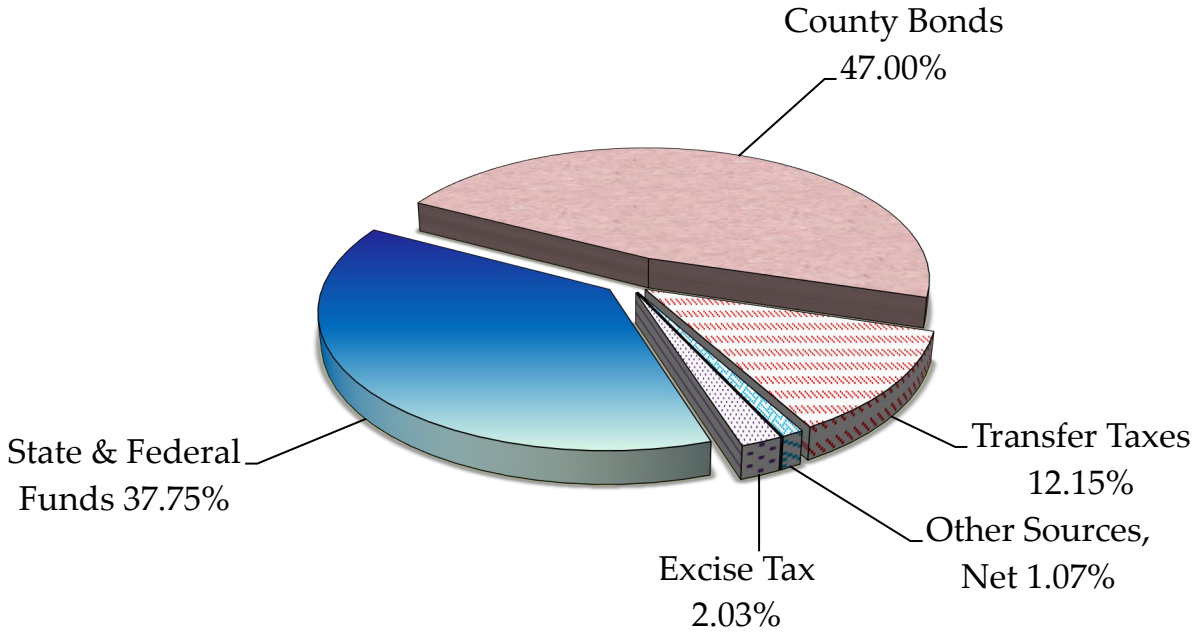
Capital Project Summary - By Type

Highways	12,190,860	17,869,635	15,481,424	12,772,660	12,817,660	15,837,395
Land	7,533,333	8,633,333	8,633,333	8,633,333	8,633,333	8,633,333
Marine	0	0	0	0	0	50,000
Public Facilities	3,555,410	39,315,331	18,620,518	8,085,450	12,810,810	14,929,035
Recreation and Parks	25,403,541	16,124,089	2,975,000	2,975,000	2,975,000	1,825,000
Public Landing	199,000	0	0	0	0	0
Public Schools	24,625,891	30,758,088	34,096,000	24,134,000	16,439,000	26,021,000
Solid Waste	0	0	0	0	0	265,600
Total	\$73,508,035	\$112,700,476	\$79,806,275	\$56,600,443	\$53,675,803	\$67,561,363

Capital Project Summary - By Source of Funds

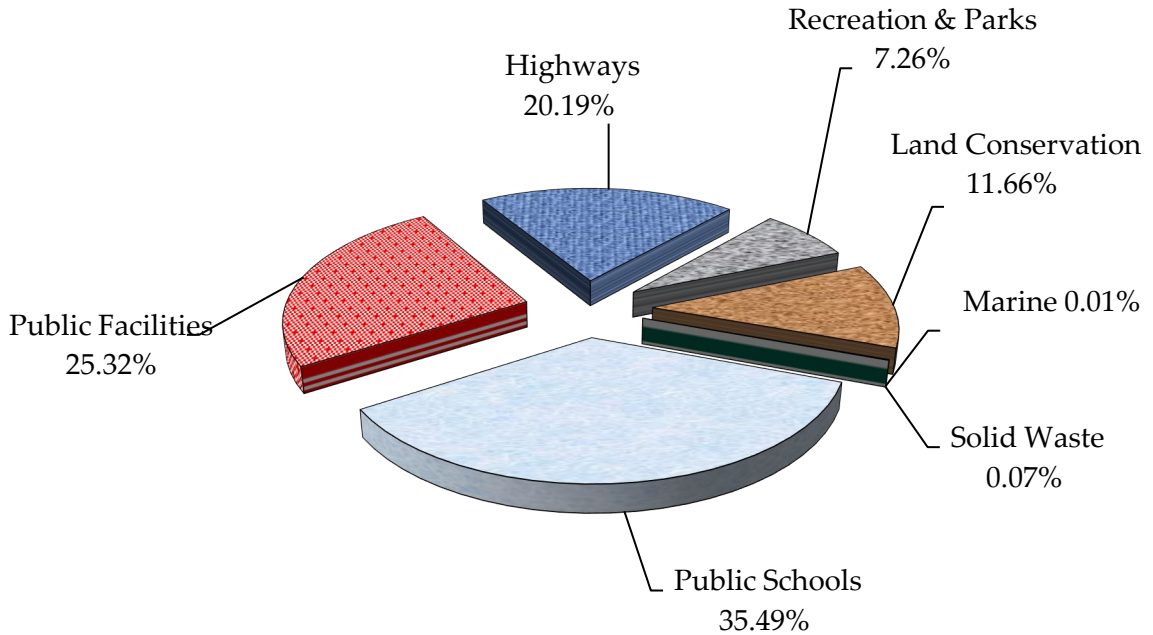
State/Federal	21,937,191	39,492,196	36,046,092	17,854,000	19,137,000	27,289,000
Excise Tax - Schools	586,500	586,500	586,500	586,500	586,500	586,500
Excise Tax -Roads	467,250	467,250	467,250	467,250	467,250	467,250
Excise Tax - Parks	204,000	204,000	204,000	204,000	204,000	204,000
Excise Tax - Safety	242,250	242,250	242,250	242,250	242,250	242,250
Transfer Taxes	9,000,000	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	4,000,000	0	0	0	0	0
Pay-Go	(2,400,000)	0	0	0	0	0
Bonds	38,680,844	61,918,280	32,470,183	27,456,443	23,248,803	28,982,363
Total	\$73,508,035	\$112,700,476	\$79,806,275	\$56,600,443	\$53,675,803	\$67,561,363

FISCAL YEAR 2026 – FISCAL YEAR 2030 CAPITAL PLAN - FUNDING SOURCES



State & Federal Funding	\$139,818,288
Local Funds:	
County Bonds	174,076,072
Transfer Taxes	45,000,000
Excise Taxes	7,500,000
Other Sources Recordation Fees/Agricultural Tax/Mitigation	<u>3,950,000</u>
Total	<u>\$370,344,360</u>


FISCAL YEAR 2026 - FISCAL YEAR 2030 CAPITAL PLAN - PROJECTS



Public Schools	\$131,448,088
Public Facilities	93,761,144
Highways	74,778,774
Land Conservation	43,166,665
Recreation & Parks	26,874,089
Solid Waste	265,600
Marine	<u>50,000</u>
Total	<u>\$370,344,360</u>

HIGHWAYS




Project Title 4-Way Intersection MD4/Wildewood Parkway	Project Number HW-2105	Classification Highways
Project Description This project is created to facilitate a safer left turn situation into existing properties. The intersection improvement would enhance the MDOT project which creates a turn lane on MD4 from Wildewood Parkway to Old St. Andrews Church Road. The Left Turn Lane Project has been on hold at MDOT but is expected to restart design soon; however, MDOT has not announced an official re-start date. MDOT is proposing that a MOU be established to identify the County and State's responsibility/obligation on the project. MDOT offered to draft the MOU and incorporate the proposed 4-way intersection into the MD4 Left Turn Lane Design. The MOU is expected to list the County's monetary contribution. The adjacent landowners support that project. Exact cost sharing and responsibilities have not been determined nor has the MOU draft circulated. The County will have an agreement with the MDOT for coordinating the State MD4 Left Turn Lane Project and the 4-Way Intersection and a separate agreement with the Patriot Pointe, LLC for property right-of-way over the proposed county road alignment to the Landfill Parcel. Negotiations will be needed with the developer once MDOT and the County have the MOU in place. Requesting funds in 2030 but it is not clear whether the developer is donating land, trading lands, and/or offering a road design. The County should be prepared to coordinate the Left Turn and 4-way Intersection Projects.		 <p>Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Engineering/Survey	110,000	50,000							60,000
Land Acquisition	75,000								75,000
Construction	1,000,000								1,000,000
MGMT/Inspect	30,000								30,000
Material Testing	5,000								5,000
Utility Relocations	20,000								20,000
Contingencies	80,000								80,000
As-Built	10,000								10,000
TOTAL COSTS	1,330,000	50,000							1,280,000

Funding Schedule									
BONDS	910,000								910,000
TRANSFER TAXES	420,000	50,000							370,000
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,330,000	50,000							1,280,000


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
SWM and Road Maintenance						2,000
TOTAL COSTS						2,000

Project Title County Bridge Replacement & Repair	Project Number HW-2104	Classification Highways
Project Description Design, replace, rehabilitate, inspect, County Bridges throughout the County's Highway Maintenance Road Network. Project is created to cover bridge or bridge like structures that do not qualify for Federal Bridge Inspections due to the short span. Approved monies will be utilized to address the County's consultant recommendations for structural repair and maintenance based on their Bridge Inspection Reports. Repairs may include replacement of decking, safety railings, pilings, structural beams and bulkheads. Construction is anticipated for replacement/repair projects. 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 the County to inspect and maintain. The "Assessment" Appropriation Phase is intended to create a benchmark or current status of all County Inspected Bridges. Large diameter culverts have been identified and are being scheduled for replacement using the rental contractor.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization , economic development , and environmental stewardship. P. 11-1.

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
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)	340,755	177,000	27,000	27,000	27,000	27,000	27,000	28,755	
Cross Pipe Replacements (Pipes larger than 36" Dia)	6,038,750	1,490,000	750,000	750,000	750,000	750,000	750,000	798,750	
Other (Unanticipated and Equip Rental)									
Contingencies (10%)	529,875	75,000	75,000	75,000	75,000	75,000	75,000	79,875	
TOTAL COSTS	8,204,380	3,037,000	852,000	852,000	852,000	852,000	852,000	907,380	

Funding Schedule										
BONDS	2,572,863	1,108,150		255,333	577,000	577,000			55,380	
TRANSFER TAXES	3,702,667		852,000	596,667	275,000	275,000	852,000	852,000		
PAY-GO	558,850	558,850								
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS	1,370,000	1,370,000								
TOTAL FUNDS	8,204,380	3,037,000	852,000	852,000	852,000	852,000	852,000	907,380		

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
Personal Services Costs						
Supplies & Materials						
TOTAL COSTS						

Project Title Culvert Replacement & Repair	Project Number HW-2205	Classification Highways
Project Description Design, replace, rehabilitate, inspect, line and/or upgrade deteriorated/inadequate culvert crossings and outfall channels throughout the County's Highway Maintenance road network. Project may also include the upgrade of failing or inadequate storm drain systems and eroded outfalls. Construction costs increase to account for a higher than anticipated number of replacement/repair projects. This project will also 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 culverts associated with streams will be impacted and are dependent upon MDE restrictions. Appropriation Phase Item "Construction/Repair" is intended for pipes along county roadways. New item "Construction/Repair of Cross-Pipes/Liner" is for the repair/replacement or additional pipes crossing a county road.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030		
ARCHITECT/ENGINEERING	601,510	274,000	54,000	54,000	54,000	54,000	54,000	54,000	57,510	
CONSTRUCTION/REPAIR	3,269,080	649,000	432,000	432,000	432,000	432,000	432,000	432,000	460,080	
ALL FAITH CHURCH ROAD	60,000	60,000								
Prior Approved Completed Projects										
ST JOHNS ROAD	448,000	448,000								
SEASIDE VIEW ROAD										
CONSTRUCTION/REPAIR OF CROSS-PIPES/LINER	481,510	154,000	54,000	54,000	54,000	54,000	54,000	54,000	57,510	
TOTAL COSTS	4,860,100	1,585,000	540,000	540,000	540,000	540,000	540,000	540,000	575,100	

Funding Schedule

BONDS	2,240,100	1,085,000	540,000	500,000	40,000	40,000			35,100	
TRANSFER TAXES	2,120,000			40,000	500,000	500,000	540,000	540,000	540,000	
PAY-GO	500,000	500,000								
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	4,860,100	1,585,000	540,000	540,000	540,000	540,000	540,000	540,000	575,100	

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
TOTAL COSTS						

Project Title FDR Boulevard (MD4 to Pegg Rd.)	Project Number HW-1202	Classification Highways
Project Description Construct 3.7 miles of a two lane residential access way from MD Route 4 to Pegg Road (NAS Patuxent River main gate) to help relieve congestion and reduce delays along the MD 235 corridor by providing an alternative means for residents to travel to and from shopping and work, especially in the Lexington Park Development district. Project could remove thousands of trips per day in portions of the MD 235 corridor. Right-of-way width needed is 80' to 100'. The Project will include a raised 8'-20' median with extensive use of traffic calming devices (i.e. narrow 10'-11' wide lanes and roundabouts), 5' pedestrian/6' bicycle accommodations, landscaping and decorative lighting. 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>Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>
Discussion of Operating Budget Impact Roadway maintenance costs are approx. \$12.78 linear foot (Phase 3B 5,280 L.F. and \$67,479). SWM maintenance at \$4,260 per facility/year for Phase 3B (1 Facility) \$4,260. Supplies/Materials estimated at \$1,598 annually. Phase 3B costs for electricity for 113 LED SOW lights at \$5.86 per light/month equates to \$7,946 annually. TSM is \$1,900/YR per SHAMOU.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
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							
TOTAL COSTS	50,228,733	50,228,733							

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							
TOTAL FUNDS	50,228,733	50,228,733							


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
SUPPLIES & MATERIALS (HIGHWAY DIVISION)		1,598				
UTILITIES (COUNTY HWYS ELECTRIC)		7,946				
HIGHWAY MAINTENANCE COSTS (CONTRACT SERVICES)		67,479				
STORMWATER MANAGEMENT MAINTENANCE COSTS (CONTRACT SERVICES)		4,260				
Traffic Signal Maintenance MOU (SHA)		1,900				
TOTAL COSTS		83,183				

Project Title Federal Bridge Replacement Program	Project Number HW-2106	Classification Highways
<p>Project Description</p> <p>St. Mary's County currently has fourteen bridges in the Federal Bridge Replacement Program. The federal bridge program includes inspections, design, program management and construction funding for repair or replacement of bridges in the program. The program is administered by the State Highway Administration's Office of Structures on behalf of the federal government. The County contributes local coordination and a 20% share of funding. The program is driven by annual inspection reports and the bi-annual Structural Management Plan (SMP) based upon the reports. To qualify for construction funding of an individual bridge project, the SMP must identify the bridge structure as needing repair or replacement. The SMP not only documents the overall condition of a bridge structure, but also the timelines expected for any repair or replacement. The Cornfield Harbor Bridge was identified in 2018 as needing replacement and was placed on the SMP on 10-25-2021. The structure was built in 1970 and rehabilitated in 2008 with the replacement of the timber deck. The County and the State are finalizing a cost sharing agreement to replace the structure. Prior Approval includes \$50,000 of FY2022 County funding to establish the project in advance of the cost share agreement. Based upon SHA's current estimate at the Preliminary Design phase, total project costs are estimated to be \$2,066,000 to include a 20% contingency. The County share of the total cost is \$453,200. Delabrooke Bridge is expected to need maintenance very soon as well.</p>		
<p>Discussion of Operating Budget Impact</p>		<p>Compliance With Comprehensive Plan Section</p> <p>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	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Planning/Design/Survey	200,000	50,000	150,000						
Permitting/NEPA	50,000		50,000						
Contingency (20%)	336,000		336,000						
Mobilization	60,000			60,000					
Demolition Cost	100,000			100,000					
Construction/Site Work	1,150,000			1,150,000					
Construction Services	120,000			120,000					
Utility Relocation	50,000			50,000					
TOTAL COSTS	2,066,000	50,000	536,000	1,480,000					

Funding Schedule									
BONDS	403,200		107,200	296,000					
TRANSFER TAXES	50,000	50,000							
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS	1,612,800		428,800	1,184,000					
TOTAL FUNDS	2,066,000	50,000	536,000	1,480,000					

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Neighborhood Drainage Improvements and Rehabilitation	Project Number HW-2003	Classification Highways
Project Description Design and correct drainage deficiencies within the County. Will include MDE and SCD Permit acquisition. Project may include re-grading roadside channels, adding or increasing drainage pipe sizes, and redirecting runoff via overland flow or storm drain systems to an appropriate outfall location. Project could also include Storm Drain and Stormwater Management (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 funds will be used to further assess drainage in communities throughout the County. Locations have been identified through the County Nuisance Flooding Plan inventory, mitigation sites include but are not limited to: Golden Beach Subdivision, St. Clements Shores, Tall Timbers, Green View Knolls (Belvoir Rd), Cecils Mill Subdivision, Hickory Hills Subdivision, Broadcreek Subdivision, as well as many other areas with either historical flooding or vulnerable locations to drainage issues.		
Discussion of Operating Budget Impact Stormwater Management maintenance needs.		Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic benefit, and environmental stewardship. P.11-1


Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ENGINEERING/SURVEY	1,329,875	875,000	75,000	75,000	75,000	75,000	75,000	79,875	
CONSTRUCTION	8,474,645	2,712,895	950,000	950,000	950,000	950,000	950,000	1,011,750	
PROPERTY/EASEMENT ACQU	100,000	100,000							
UTILITY RELOCATION	60,000	60,000							
CONTINGENCIES	90,000	90,000							
TOTAL COSTS	10,054,520	3,837,895	1,025,000	1,025,000	1,025,000	1,025,000	1,025,000	1,091,625	

Funding Schedule

BONDS	6,821,625	2,955,000	1,025,000	925,000	925,000	925,000		66,625	
TRANSFER TAXES	2,350,000			100,000	100,000	100,000	1,025,000	1,025,000	
PAY-GO	882,895	882,895							
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	10,054,520	3,837,895	1,025,000	1,025,000	1,025,000	1,025,000	1,025,000	1,091,625	

Operating Impacts

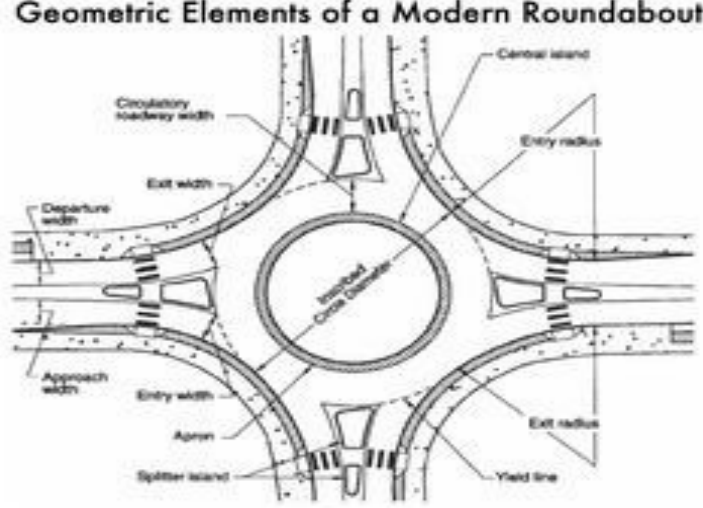
	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
SWM Maintenance	5,000	5,000				
TOTAL COSTS	5,000	5,000				

Project Title Retrofit Sidewalk Program	Project Number HW-2103	Classification Highways
Project Description This project is created as a consolidation of multiple existing projects of sidewalk retrofit activities. Installation of new sidewalks in warranted locations along County roads and at County facilities; retrofit of existing sidewalks and ramps to comply with Americans with Disabilities (ADA) requirements, and major repairs of existing failed sidewalks. Includes compliance studies, design of improvements, update of transition plan, field inventory, GIS database, and post construction certification. Projects listed but not limited to the following: 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 areas in need of maintenance/repair/retrofit/replacement (i.e. cracked or heaved sections).		 <p data-bbox="805 737 1518 814"> Compliance With Comprehensive Plan Section 11.5.2.A.i Construct sidewalk networks between neighborhoods, schools, parks, and other activity nodes / centers. P. 11-10 </p>
Discussion of Operating Budget Impact SWM Maintenance needed.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ASSESSMENT	20,000	20,000							
ENGINEERING/SURVEY	454,950	282,000	27,000	27,000	27,000	30,000	30,000	31,950	
LAND ACQUISITION	75,000	75,000							
CONSTRUCTION	5,220,414	1,968,664	486,000	540,000	540,000	550,000	550,000	585,750	
MGMT/INSPECT	157,825	127,500	5,000	5,000	5,000	5,000	5,000	5,325	
MATERIAL TESTING	27,760	14,660	2,160	2,160	2,160	2,160	2,160	2,300	
UTILITY RELOCATION	270,000	270,000							
CONTINGENCIES	75,000	75,000							
AS-BUILT	15,000	15,000							
TOTAL COSTS	6,315,949	2,847,824	520,160	574,160	574,160	587,160	587,160	625,325	

Funding Schedule										
BONDS	950,645	77,000		274,160	274,160	287,160			38,165	
TRANSFER TAXES	4,158,170	1,563,690	520,160	300,000	300,000	300,000	587,160	587,160		
PAY-GO	507,017	507,017								
EXCISE TAX	440,995	440,995								
STATE FUNDS	259,122	259,122								
FEDERAL FUNDS										
TOTAL FUNDS	6,315,949	2,847,824	520,160	574,160	574,160	587,160	587,160	625,325		


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
OTHER (ROADWAY MAINTENANCE COST)	4,250	4,500	4,750			
TOTAL COSTS	4,250	4,500	4,750			

Project Title Roadway & Safety Improvements	Project Number HW-2101	Classification Highways
Project Description This project addresses a prioritized listing of existing County maintained roadways that are recommended for overlay, modified seal, shoulder improvements, and widening to meet the minimum eighteen (18) foot width requirement or are in need of extensive base repairs prior to overlay. Improve alignments of roads, removal of roadside hazards, earthwork operations, sight distance improvements, intersection safety/capacity improvements, guardrail installation/upgrade, utility relocations, extending the length of drainage culverts etc., to reduce the potential and severity of roadway run-off and collisions. Traffic calming, installation of special traffic control devices, and intersection improvements to improve safety and the quality of life in neighborhoods. Improvements include addressing traffic safety issues in areas where higher bicycle/horse carriage volumes have been observed, and to address the need for improved pedestrian/bicycle access. Studies of 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-sub-standard roads are the 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>Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1</p>
Discussion of Operating Budget Impact 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
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ASPHALT OVERLAY	48,390,000	12,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,390,000
ARCHITECT/ENGINEERING	852,310	470,800	81,000	81,000	54,000	54,000	54,000	54,000	57,510
CONSTRUCTION/SURFACING	10,020,742	6,212,500	486,000	486,000	486,000	766,800	766,800	766,800	816,642
GUARDRAIL ENDTREATMENTS	923,020	268,000	108,000	108,000	108,000	108,000	108,000	108,000	115,020
CRACKSEALING	589,875	135,000	75,000	75,000	75,000	75,000	75,000	75,000	79,875
OTHER(unanticipated and equipment rental)	1,059,322	338,800	118,800	118,800	118,800	118,800	118,800	118,800	126,522
LAND ACQUISTION	1,846,750	208,000	108,000	108,000	350,000	350,000	350,000	350,000	372,750
ROUNDAABOUT CONSTRUCTION	13,200,000	3,700,000		2,500,000	1,500,000	1,500,000	1,500,000	1,500,000	2,500,000
ROAD WIDENING	1,294,530	312,000	162,000	162,000	162,000	162,000	162,000	162,000	172,530
Design for Intersection Improvement	3,270,570	978,000	378,000	378,000	378,000	378,000	378,000	378,000	402,570
TOTAL COSTS	81,447,119	24,623,100	7,516,800	10,016,800	9,231,800	9,512,600	9,512,600	9,512,600	11,033,419

Funding Schedule									
BONDS	48,470,843	11,040,885	7,516,800	7,070,675	4,537,878	4,545,350	6,210,593	7,548,662	
TRANSFER TAXES	26,007,268	8,949,457		2,478,875	4,226,672	4,500,000	2,834,757	3,017,507	
PAY-GO	3,975,669	3,975,669							
EXCISE TAX	2,993,339	657,089		467,250	467,250	467,250	467,250	467,250	
FEDERAL FUNDS									
TOTAL FUNDS	81,447,119	24,623,100	7,516,800	10,016,800	9,231,800	9,512,600	9,512,600	11,033,419	

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
SWM Maintenance	1,000		1,000		1,000	
TOTAL COSTS	1,000		1,000		1,000	

Project Title Southampton Neighborhood Revitalization	Project Number HW-2001	Classification Highways
Project Description 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 lineal feet) with construction funding in FY2023. Phase 2 includes a portion of Lincoln Avenue and Southampton Drive, Cambridge Avenue, Brighton Avenue (2,364 lineal feet) with construction funding in FY2026. Phase 3 includes a portion of Lincoln Avenue and Thurman Davis Lane (2,186 lineal feet) with construction funding in FY2027. Due to narrow road right-of-way widths (30' wide) on most streets, additional property acquisition for fee/easement areas is needed as ex. curb and sidewalks are located on many properties along the roadways. Following the completion of design, additional property acquisition for Phase 1 will begin in FY2024 with construction to start at the end of FY2024 or beginning of FY2025.		 <p data-bbox="797 730 1521 852"> Compliance With Comprehensive Plan Section 11.3.2.A Provide safe, efficient, economical roads which support community revitalization, economic development, and environmental stewardship. P. 11-1 </p>
Discussion of Operating Budget Impact There will be an undefined savings in road maintenance costs due to a reduction in repairs to the substandard roadway features. The savings will be partially offset by an increase in maintenance of stormwater management devices/facilities 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
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ENGINEERING/SURVEY (3 PHASES)	725,220	725,220							
CONSTRUCTION	6,897,660	2,143,350		2,449,500	2,304,810				
UTILITY RELOCATION (7%)	469,208	136,395		171,465	161,348				
MATERIAL TESTING/INSPECTION (3%)	201,165	58,455		73,485	69,225				
CONTINGENCIES(10%)	689,766	214,335		244,950	230,481				
PROPERTY/EASEMENT ACQUISITION	300,000	300,000							
CONSTRUCTION MANAGEMENT	548,075	170,000		186,375	191,700				
TOTAL COSTS	9,831,094	3,747,755		3,125,775	2,957,564				

Funding Schedule

BONDS	6,731,064	815,220		3,125,775	2,790,069				
TRANSFER TAXES	1,691,176	1,523,681			167,495				
PAY-GO	1,408,854	1,408,854							
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	9,831,094	3,747,755		3,125,775	2,957,564				

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE &EQUIPMENT						
SWM MAINTENANCE		15,000	5,000	5,000		
TOTAL COSTS		15,000	5,000	5,000		

Project Title Street Lighting & Streetscape Improvements	Project Number HW-2204	Classification Highways
Project Description Provide and conduct major maintenance of neighborhood safety /security lighting, street tree plantings, and other streetscape improvements (street trees, sidewalk benches, crosswalk pavers, specialized signage etc.) along designated County roadways and in established priority funding areas, Village / Town Centers, Development Districts and approved Master Plans (i.e. Lexington Park). Project may also include the development of public/private partnerships for streetscape improvements by the Department of Economic Development. Address priority safety / security lighting needs along County roadways as identified by citizen requests, Sheriff patrols, traffic studies, and the Local Roadway Safety Plan (LRSP Resolution No. 2023-14) modeled after part of the new MDOT highway safety campaign "Zero Deaths Maryland" 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 MD 235 to MD 4 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 1511 814">Compliance With Comprehensive Plan Section 9.1.1.D Revitalize established business and commercial centers in designated growth areas. P. 9-7</p>
Discussion of Operating Budget Impact Cost for electric service and maintenance is approximately \$19-\$20 per light per month. For LED 80 Watt retrofits, the operating cost is only about \$4.50 per light per month		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030		
ARCHITECT/ENGINEERING	82,500	7,500		7,500			7,500		60,000	
LAND ACQUISITION	150,000	150,000								
CONSTRUCTION	1,117,500	60,000	952,500			52,500		52,500		
DEMOLITION										
INSPECTION										
UTILITIES										
EQUIPMENT										
OTHER										
TOTAL COSTS	1,350,000	217,500	952,500	7,500	52,500	7,500	52,500	60,000		

Funding Schedule

BONDS	597,750		485,250					52,500	60,000	
TRANSFER TAXES	285,000	217,500		7,500	52,500	7,500				
PAY-GO										
EXCISE TAX	467,250		467,250							
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	1,350,000	217,500	952,500	7,500	52,500	7,500	52,500	60,000		

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES (electric)	1,400	6,000		8,000		10,000
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS	1,400	6,000		8,000		10,000

Project Title Water Quality & Nutrient Removal	Project Number HW-2108	Classification Highways
Project Description 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. Continued planning for restoration implementation beyond 2025 in ongoing. The Maryland Department of Environment (MDE) recommends the County should plan for additional restoration equivalent to 10% of the current baseline by 2030 to account for future increased treatment permit requirements, associated increased construction funding may be necessary.		
		Compliance With Comprehensive Plan Section 7.9.1.A.i Develop a comprehensive water quality protection framework for both point and nonpoint sources of pollution. P.7-30.
Discussion of Operating Budget Impact Operational impacts include funding for MS4 data management and compliance assessment to support reporting functions, on-demand tasking for emergent issues related to manpower support and potential testing requirements for water quality management practices and funding to address annual maintenance activities for the previous year's completed projects.		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	448,906	252,400	32,400	32,400	32,400	32,400	32,400	32,400	34,506
GIS IMPLEMENTATION/ANALYSIS									
CONSTRUCTION									
TMDL IDENTIFICATION									
DISCHARGE CHARACTERIZATION MANAGEMENT PROGRAM									
PHASE 2 WIP RETROFIT CONSTRUCTION	2,536,040	1,226,000	216,000	216,000	216,000	216,000	216,000	216,000	230,040
TOTAL COSTS	2,984,946	1,478,400	248,400	248,400	248,400	248,400	248,400	248,400	264,546

Funding Schedule									
BONDS	608,979			18,400	18,400	59,233	248,400	264,546	
TRANSFER TAXES	2,375,967	1,478,400	248,400	230,000	230,000	189,167			
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	2,984,946	1,478,400	248,400	248,400	248,400	248,400	248,400	264,546	

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES	5,000					
SUPPLIES & MATERIALS						
OTHER						
TOTAL COSTS	5,000					

LAND CONSERVATION




Project Title Agriculture Land Preservation Programs	Project Number AP-2301	Classification Land Conservation
Project Description Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources. Updated to show General Allotment State Funding. A. The County provides matching funds for the Maryland Agriculture Land Preservation Foundation Program easement acquisition and may fund the administration, incidentals, and compliance costs associated with easement acquisition. 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 data-bbox="805 730 1516 785"> Compliance With Comprehensive Plan Section 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
EASEMENT ACQUISITION	26,666,664	6,666,666	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									
TOTAL COSTS	26,666,664	6,666,666	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333

Funding Schedule									
TRANSFER TAXES	4,346,664	1,086,666	543,333	543,333	543,333	543,333	543,333	543,333	543,333
AG/RECORDATION	5,930,000	1,490,000	740,000	740,000	740,000	740,000	740,000	740,000	740,000
AG/TRANSFER	390,000	90,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
STATE FUNDS	9,600,000	2,400,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
GENERAL ALLOTMENT STATE	6,400,000	1,600,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
CIGARETTT RESTITUTION									
TOTAL FUNDS	26,666,664	6,666,666	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333	3,333,333

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Rural Legacy Program	Project Number AP-2302	Classification Land Conservation
<p>Project Description Dedicated funding sources for all agriculture land preservation programs come from the agriculture transfer tax, local transfer tax, a portion of the County Recordation Tax (\$.35 of every \$4.00 collected), Transfer of Development Rights Fee-In-Lieu, and Forest Conservation Fee-In-Lieu funds. The following programs are funded through this CIP utilizing the actual collections of these funding sources. 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). The County provides matching funds for Rural Legacy Program easement acquisition and may fund the administration, incidentals, and compliance costs associated with easement acquisition. DNR provides funds for easement acquisition and for the administration, incidentals, and compliance cost, and REPI provides matching funds for easement acquisition. 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>		
		<p>Compliance With Comprehensive Plan Section 5.14.1 Preserve available agricultural and rural resource areas. P. 5-26</p>
<p>Discussion of Operating Budget Impact</p>		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
EASEMENT ACQUISITION	33,600,000	8,400,000	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									
TOTAL COSTS	33,600,000	8,400,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000

Funding Schedule

TRANSFER TAXES	8,400,000	2,100,000	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	8,400,000	2,100,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	
FEDERAL FUNDS	16,800,000	4,200,000	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000	
TOTAL FUNDS	33,600,000	8,400,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
UTILITIES						
FURNITURE						
OTHER						
SUPPLIES & MATERIALS						
CONTRACTED SERVICES						
TOTAL COSTS						

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

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
Easement Acquisition	5,000,000			1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Administrative & Compliance Fee	500,000			100,000	100,000	100,000	100,000	100,000	
TOTAL COSTS	5,500,000			1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	

Funding Schedule

BONDS									
TRANSFER TAXES	3,000,000			600,000	600,000	600,000	600,000	600,000	
AG/RECORDATION									
AG/TRANSFER									
STATE FUNDS									
FEDERAL FUNDS	2,500,000			500,000	500,000	500,000	500,000	500,000	
TOTAL FUNDS	5,500,000			1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	

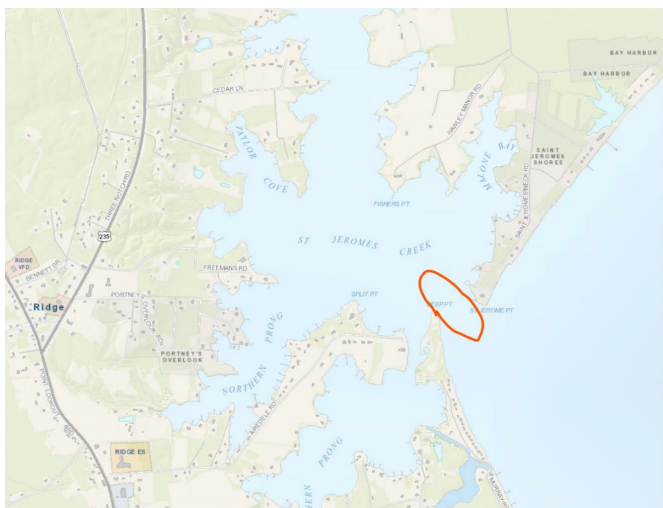
Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

MARINE



Piney Point Lighthouse Museum Shore Erosion MA-2102

Project Title St Jerome Creek Maintenance Dredge	Project Number MA-3001	Classification Marine
Project Description The evaluation of the Dredge Material Placement (DMP) site for the Army Corps of Engineers dredging of the Federal Navigation Channel at St. Jerome's Creek. Projected contract for dredging St. Jerome's Creek Southern Prong channel to use the DMP site. An area within the Southern Prong has shoaled since the prior dredge. The depth at low tide can be as low as 1.5' and at extreme low tide it is < than 1'. Shoaling in the area makes safe passage for the vessels difficult, if not impossible. This waterway is used as a Harbor of Refuge. It is the only refuge on the Western Shore from Lake Canoy/Point Lookout Creek on the Potomac River to Solomon's Island on the Patuxent (26-mile stretch of shoreline) and is under the Safe Harbor Act. Dredging in this area will allow for the continued safe passage of the vessels, particularly the Water Rescue Operations out of Ridge Fire and Rescue and Tow Boat. A. The easement and DMP site are established but the volume of material to store has yet to be determined. B. Project cost has yet to be determined but base the cost on prior dredges of this creek. \$337,000 estimated. C. Reimbursed via the State Waterway Improvement Fund based on the Department of Natural Resources Need and Feasibility Report has not been completed. D. A Waterway Improvement Project Request Form cannot be submitted until bathymetric survey has been completed. F. The Board of County Commissioners have approved dredge projects of this channel in the past.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section Accommodate and promote fishing, boating, sailing and other water oriented recreational activities by county residents, visitors, and commercial fishermen.


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
Construction	337,000								337,000
Engineering	50,000							50,000	
TOTAL COSTS	387,000							50,000	337,000

Funding Schedule										
BONDS	387,000								50,000	337,000
TRANSFER TAXES										
PAY-GO										
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	387,000								50,000	337,000

Operating Impacts		FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs							
TOTAL COSTS							

PUBLIC FACILITIES



Project Title Airport Improvements	Project Number PF-1809	Classification Public Facilities
Project Description The St. Mary's County Regional Airport project provides the airfield improvements identified in the Airport Master Plan to meet the current FAA standards for the Airport Reference Code (ARC) B-II (large). The current ARC is B-II (small). The change will allow larger aircraft to access the airfield. Under this project, the existing parallel taxiway will be relocated to provide the 240-ft separation to address wingspan criteria. This project will also extend the existing 4,150-ft runway by 1,200-ft to a new overall length of 5,350-ft to address approach speed criteria. State of Maryland will only match for construction costs; design and construction management will not be funded by the State until further notice. 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. FY2025 funding includes \$500,000 for pavement maintenance and repairs and \$285,000 for property acquisition and Airport Property Map update.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 11.4.4.A.i Continue to support the expansion of the airport. P. 11-7


Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
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	20,562,062			7,000,000			7,000,000	
CONSTRUCTION - HANGARS / BLDGS	1,570,000	1,570,000							
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	1,590,000	1,090,000	500,000						
ACCESS & SECURITY	600,000					600,000			
LAND ACQUISITION	285,000		285,000						
TOTAL COSTS	53,693,508	29,045,175	785,000	1,100,000	8,163,333	1,000,000	6,000,000	7,600,000	

Funding Schedule

BONDS	7,156,103	5,291,270	528,500	40,000	466,333	70,000	350,000	410,000	
TRANSFER TAXES	3,844,257	3,774,257		70,000					
PAY-GO	681,527	681,527							
EXCISE TAX									
STATE FUNDS	1,566,713	586,713			350,000	30,000	250,000	350,000	
FEDERAL FUNDS	40,064,908	18,331,408	256,500	990,000	7,347,000	900,000	5,400,000	6,840,000	
OTHER SOURCES	380,000	380,000							
TOTAL FUNDS	53,693,508	29,045,175	785,000	1,100,000	8,163,333	1,000,000	6,000,000	7,600,000	

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
TOTAL COSTS						

Project Title Airport Innovation District Master Plan	Project Number PF-3001	Classification Public Facilities
Project Description The St. Mary's County Innovation District Master Plan has been developed as a series of interconnected, walkable neighborhoods linked by a network of walking and biking paths in the vicinity of the St. Mary's County Regional Airport. In support of the airport, the Innovation District should have a unified and recognizable identity and increase visibility and improve the interface with MD235. The indicated costs represent additional planning costs, as well as furniture and acoustical improvements for the terminal building, sidewalk along Aviation Drive and wayfinding signage.		 <p data-bbox="805 730 1284 758">Compliance With Comprehensive Plan Section</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
PLANNING	75,000							75,000	
ACOUSTICAL IMPROVEMENTS	50,000							50,000	
FURNISHINGS AND EQUIPMENT	150,000							150,000	
WAYFINDING SIGNAGE	150,000							150,000	
SIDEWALKS	89,500							89,500	
TOTAL COSTS	514,500							514,500	

Funding Schedule

BONDS	514,500							514,500	
TRANSFER TAXES									
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	514,500							514,500	

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Animal Shelter Entrance Sign	Project Number PF-3002	Classification Public Facilities
Project Description Provide and install an electronic entrance sign at the entrance of the new Animal Adoption and Resources Center. FY24 planning costs are \$150,000. Funding shown in FY30 has been escalated by 6.5% for FY25 and 2.31% annually.		
		Compliance With Comprehensive Plan Section
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
Architect/Engineer									
Construction									
Const. Management									
Other Costs									
Utilities									
Furnishings & Equipment									
Electronic Entrance Sign	179,075							179,075	
TOTAL COSTS	179,075							179,075	

Funding Schedule										
BONDS	179,075								179,075	
TRANSFER TAXES										
PAY-GO										
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	179,075								179,075	

Operating Impacts		FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs							
TOTAL COSTS							

Project Title Building Maintenance and Repair Projects - Critical	Project Number PF-2507	Classification Public Facilities
Project Description This program provides funds for major equipment replacement, deferred maintenance & repair projects, system upgrades and critical maintenance and major repair items to include: building envelope, mechanical, electrical, HVAC, roofing, alarm, and security systems. Projects typically require minimal use of architect/ engineering design services. 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., Arnold Bldg. fire alarm system, HVAC upgrades multiple facilities Leonard Hall School TPO roof replacement, Complete upgrade/replacement fire alarm system, mid-year minor remodel needs. FY2026 HVAC Unit replacements multiple facilities, Alcohol Board roof replacement, mid-year minor remodel needs. 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. FY29 & FY30 based on historical repair costs, projects flexed. 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.		
		Compliance With Comprehensive Plan Section 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1

Discussion of Operating Budget Impact


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
WINDOW REPLACEMENT	741,000	460,000	110,000	33,000	33,000	27,000	38,000	40,000	
ALARM SYSTEMS	204,000		40,000	25,000	33,000	33,000	33,000	40,000	
HVAC-CONST	813,000	50,000	132,000	165,000	99,000	132,000	110,000	125,000	
ROOF/GUTTER CONST	1,516,500	260,000	198,000	253,000	203,500	170,500	181,500	250,000	
SIDING/ EXTERIOR CONST	251,500	15,000	16,500		55,000	55,000	55,000	55,000	
EQUIPMENT/CONST	112,500				27,500	27,500	27,500	30,000	
OTHER (Unanticipated)	182,000	20,000	22,000	27,500	27,500	27,500	27,500	30,000	
TOTAL COSTS	3,820,500	805,000	518,500	503,500	478,500	472,500	472,500	570,000	

Funding Schedule

BONDS	1,302,000			98,500	83,500	77,500	472,500	570,000	
TRANSFER TAXES	2,518,500	805,000	518,500	405,000	395,000	395,000			
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,820,500	805,000	518,500	503,500	478,500	472,500	472,500	570,000	

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Building Maintenance and Repair Projects - Programmatic	Project Number PF-2508	Classification Public Facilities
Project Description This program provides funds for minor programmatic construction & repair projects to include carpet/tile replacement, interior painting, exterior doors, exterior shell maintenance, energy conservation measures & general maintenance items, Based on need and the criteria outlined in the Divisions Comprehensive Facilities Maintenance Plan and space needs planning. 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. FY2030 Continuation of replacements and repairs. ***FY2024 APPEAL: Add \$160,000 to FY2024 for replacement of HVAC units at the Leonard Hall School?? FY25 added \$10,000 to add UV duct equipment to the Arnold Bldg. & Bldg. Services facilities as test sites for treating air systems. Added \$40,000 to renovate the public restrooms at the ADRC, these restrooms were not a part of the renovations. FY2025 \$70,000 for Detention Center Lobby.		
		Compliance With Comprehensive Plan Section 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
CONSTRUCTION	400,000	30,000	132,000	33,000	33,000	38,500	93,500	40,000	
CARPET/TILE REPLACEMENT	945,000	120,000	126,500	126,500	143,000	143,000	143,000	143,000	
PAINTING/CARPENTRY	701,500	80,000	93,500	99,000	99,000	110,000	110,000	110,000	
SAFETY/SECURITY	418,000	50,000	55,000	71,500	66,000	55,000	60,500	60,000	
EQUIPMENT (includes lighting)	433,000	55,000	81,500	66,000	60,500	55,000	55,000	60,000	
CODE COMPLIANCE/ADA UPGRADES	358,500	50,000	55,000	55,000	49,500	49,500	49,500	50,000	
OTHER CONTIGENCY	115,500	15,000	16,500	16,500	16,500	16,500	16,500	18,000	
PLANNING/DESIGN									
HVAC (Leonard Hall School)									
TOTAL COSTS	3,371,500	400,000	560,000	467,500	467,500	467,500	528,000	481,000	

Funding Schedule									
BONDS	1,211,500			67,500	67,500	67,500	528,000	481,000	
TRANSFER TAXES	2,160,000	400,000	560,000	400,000	400,000	400,000			
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	3,371,500	400,000	560,000	467,500	467,500	467,500	528,000	481,000	

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Buses and Bus Facilities	Project Number PF-2301	Classification Public Facilities
Project Description 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 were increased by 8%. For FY25, the costs have been increased 6.5% for FY25 and 2.31% annually.		 <p data-bbox="805 730 1513 814"> Compliance With Comprehensive Plan Section Maintain and improve levels of efficiency and service of community facilities to meet population needs. </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	352,330	250,000						102,330	
RENOVATION (2nd Floor Area)	111,525							111,525	
ELEVATOR	174,060							174,060	
NETWORK INFRASTRUCTURE	17,900							17,900	
CONST. MANAGEMENT	64,460							64,460	
Tire Changer & Balancer	51,570							51,570	
Light Duty Buses (2 each)	180,040							180,040	
Paratransit Minivans (2 each)	157,140							157,140	
TOTAL COSTS	1,109,025	250,000						859,025	

Funding Schedule

BONDS	1,015,525	156,500						859,025	
TRANSFER TAXES	17,000	17,000							
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS	76,500	76,500							
TOTAL FUNDS	1,109,025	250,000						859,025	

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title College of Southern Maryland Building A Renovation	Project Number PF-2501	Classification Public Facilities
Project Description 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">Compliance With Comprehensive Plan Section</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
LAND ACQUISITION									
PLANNING	1,019,269			1,019,269					
CONSTRUCTION PHASE 1	6,740,992			6,740,992					
CONSTRUCTION PHASE 2	6,740,993				6,740,993				
CAPITAL EQUIPMENT	1,757,797				1,757,797				
TOTAL COSTS	16,259,051			7,760,261	8,498,790				

Funding Schedule

BONDS	2,526,138			401,440	2,124,698				
TRANSFER TAXES	1,538,625			1,538,625					
PAY-GO									
EXCISE TAX									
STATE FUNDS	12,194,288			5,820,196	6,374,092				
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	16,259,051			7,760,261	8,498,790				

Operating Impacts

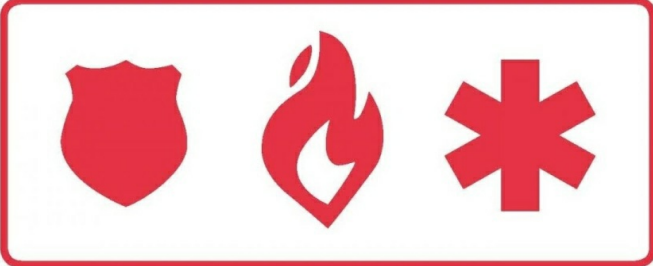
	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Energy Efficiency and Conservation	Project Number PF-2502	Classification Public Facilities
Project Description Conduct an American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) Level 2 Audit for select County facilities. Proposed facilities include the County Courthouse, the Potomac, Patuxent and Chesapeake buildings, as well as the County libraries. The Level 2 audit includes a complete description of the facility, including an equipment inventory, an energy balance, detailed energy savings and costs associated with each low-cost and not-cost measure, financial analysis of each recommended measure, identification and rough estimates of capital project costs and savings, and a recommended measurement and verification plan for each recommended measure. The cost of an ASHRAE Level 2 audit has been estimated to be \$0.24/SF based upon research. The expected return on investment is greater for the larger County facilities. The results of the 2014 ASHRAE Level 1 audit for these facilities are on file, and most of the recommendations for the Level 1 audit, such as lighting upgrades and occupant awareness training, have been accomplished. The funding for the libraries has been broken out for potential sources of grant funding other than County bonds.		 <p style="text-align: center;">Compliance With Comprehensive Plan Section</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
COURTHOUSE	40,660		40,660						
POTOMAC BUILDING	9,040		9,040						
PATUXENT BUILDING	10,415		10,415						
CHESAPEAKE BUILDING	4,475		4,475						
CHARLOTTE HALL LIBRARY	7,320		7,320						
LEXINGTON PARK LIBRARY	7,320		7,320						
LEONARDTOWN LIBRARY	18,680		18,680						
TOTAL COSTS	97,910		97,910						

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Balance to Complete
BONDS										
TRANSFER TAXES	97,910		97,910							
PAY-GO										
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	97,910		97,910							


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Fire & Rescue Revolving Loan Fund	Project Number PF-1906	Classification Public Facilities																																																																																											
<p>Project Description Volunteer Fire Departments and Rescue Squads have submitted their plan for FY2025 to FY2030 which outlines the expected loan requests they will make from the Revolving Loan Fund maintained by the County.</p> <table border="1"> <tr> <td>FY2025 Request</td> <td>2025</td> <td>2026</td> <td>2027</td> <td>2028</td> <td>2029</td> <td>2030</td> </tr> <tr> <td>Bay District Fire</td> <td></td> <td></td> <td>546,000</td> <td></td> <td>601,000</td> <td></td> </tr> <tr> <td>Hollywood Fire</td> <td>485,000</td> <td></td> <td></td> <td></td> <td>1,000,000</td> <td>-</td> </tr> <tr> <td>Hollywood Rescue</td> <td></td> <td></td> <td></td> <td>262,000</td> <td></td> <td>-</td> </tr> <tr> <td>Leonardtown Fire</td> <td></td> <td></td> <td></td> <td></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>1,350,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ridge VRS</td> <td>260,000</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>1,600,000</td> <td></td> <td></td> </tr> <tr> <td>Seventh District Fire</td> <td></td> <td></td> <td></td> <td></td> <td>800,000</td> <td></td> </tr> <tr> <td>Seventh District</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Requests</td> <td>745,000</td> <td>-</td> <td>1,896,000</td> <td>1,862,000</td> <td>2,401,000</td> <td>-</td> </tr> </table> <p>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 \$3.2M through 2024 leaving a balance of \$1.8M for the plan.</p>		FY2025 Request	2025	2026	2027	2028	2029	2030	Bay District Fire			546,000		601,000		Hollywood Fire	485,000				1,000,000	-	Hollywood Rescue				262,000		-	Leonardtown Fire							Leonardtown Rescue							Lexington Park VRS							Ridge Fire			1,350,000				Ridge VRS	260,000						Second District VFD and VRD				1,600,000			Seventh District Fire					800,000		Seventh District							Total Requests	745,000	-	1,896,000	1,862,000	2,401,000	-	
FY2025 Request	2025	2026	2027	2028	2029	2030																																																																																							
Bay District Fire			546,000		601,000																																																																																								
Hollywood Fire	485,000				1,000,000	-																																																																																							
Hollywood Rescue				262,000		-																																																																																							
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Total Requests	745,000	-	1,896,000	1,862,000	2,401,000	-																																																																																							
<p>Discussion of Operating Budget Impact</p>		<p>Compliance With Comprehensive Plan Section 10.2.2.A.vi Meet increasing health and public safety needs of the population. P. 10-2</p>																																																																																											

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING									
CONSTRUCTION	1,850,000	950,000					700,000	200,000	
LAND ACQUISITION									
INSPECTION									
DEMOLITION									
UTILITIES									
EQUIPMENT/ROLLING STOCK									
RENOVATION									
ROLLING STOCK									
TOTAL COSTS	1,850,000	950,000					700,000	200,000	

Funding Schedule									
BONDS									
TRANSFER TAXES	1,850,000	950,000					700,000	200,000	
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,850,000	950,000					700,000	200,000	


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
UTILITIES						
FURNITURE & EQUIPMENT						
TOTAL COSTS						

Project Title Fire Department Water Supply Points	Project Number PF-2401	Classification Public Facilities
Project Description 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.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 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	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Contingency	250,000		50,000	50,000	50,000	50,000	50,000	50,000	
Construction Management	150,000		30,000	30,000	30,000	30,000	30,000	30,000	
Construction / Installation	1,700,000		340,000	340,000	340,000	340,000	340,000	340,000	
Sitework	150,000		30,000	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		
TOTAL COSTS	2,500,000	50,000	500,000	500,000	500,000	500,000	500,000	450,000	

Funding Schedule										
BONDS	515,500					257,750	257,750			
TRANSFER TAXES	1,257,750	50,000	500,000	500,000				207,750		
PAY-GO										
EXCISE TAX	726,750					242,250	242,250	242,250		
STATE FUNDS										
FEDERAL FUNDS										
TOTAL FUNDS	2,500,000	50,000	500,000	500,000	500,000	500,000	500,000	450,000		

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						


Project Title Health Department Lexington Park Space Needs	Project Number PF-3003	Classification Public Facilities
Project Description The St. Mary's County Health Hub located in Lexington Park improves access to mental health and wellness services. The Hub is located in the former PNC bank on Great Mills Road, and offers walk-in evaluations on mental health and addiction, crisis counseling, primary medical care services, and many community services that address the non-medical parts of people's lives affecting their ability to be healthy. As a continuation of the earlier infrastructure improvements to establish the current facility, the Health Department requests a space needs study to evaluate expansion on the current property.		
Discussion of Operating Budget Impact		
Compliance With Comprehensive Plan Section		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
PLANNING / FEASIBILITY STUDY	75,000							75,000	
TOTAL COSTS	75,000							75,000	

Funding Schedule

BONDS									
TRANSFER TAXES	75,000							75,000	
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	75,000							75,000	


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Health Department Renovations	Project Number PF-1904	Classification Public Facilities
Project Description The goal of this project is to address accreditation standards (National Public Health Accreditation Board), operational needs, and records management requirements associated with population growth and change in demographics. Existing Health Department renovations would require the addition of a fire suppression system for which the current ceiling elevation will not provide enough clearance, and the current layout of the floor plan does not allow for divisions to be located such that areas requiring public access are isolated from sensitive records and storage requirements. As result of the 2015 space needs study, new construction is required as the most effective way to improve the Health Department operations at the Peabody Street location. The County completed a Master Plan in 2021. The 2021 study recommends two options to meet the all of the long-term facility needs of the Health Department 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. The project costs indicated represent the second option for new construction, with the FY29 funding representing site design and construction for stormwater management, parking, pedestrian access and utility upgrades in advance of the new facility construction indicated in the balance to complete. Earmark funding was not approved in either FY22 or FY23.		Compliance With Comprehensive Plan Section 10.2.2.B Meet the existing and future demands of the population for community and social services. P. 10-3
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
PLANNING/DESIGN	466,395	100,000				366,395			
SITE WORK/ UTILITIES	2,606,000							2,606,000	
BLDG CONSTRUCTION	23,900,000								23,900,000
INSPECTION/CM SERVICES	307,875							307,875	
EQUIPMENT	287,560								287,560
OTHER CONTINGENCIES	680,510							680,510	
TOTAL COSTS	28,248,340	100,000				366,395		3,594,385	24,187,560

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Balance to Complete
BONDS	28,248,340	100,000				366,395		3,594,385		24,187,560
TRANSFER TAXES										
PAY-GO										
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	28,248,340	100,000				366,395		3,594,385		24,187,560


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES (moving)						
TRAILER FACILITY RENTAL (24months)						
UTILITIES						
RECORDS STORAGE						
OTHER (Information Technology)						
Grounds & SWM						
TOTAL COSTS						

Project Title Lexington Park/Charlotte Hall Library Renovations	Project Number PF-2801	Classification Public Facilities
Project Description 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.		
Compliance With Comprehensive Plan Section 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		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	47,070			47,070					
CONSTRUCTION	5,004,960						5,004,960		
CONST. MANAGEMENT	178,290						178,290		
CONTINGENCY	396,200						396,200		
TOTAL COSTS	5,626,520			47,070			5,579,450		

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Balance to Complete
BONDS	4,626,520				47,070		4,579,450			
TRANSFER TAXES										
PAY-GO										
EXCISE TAX										
STATE FUNDS	1,000,000						1,000,000			
FEDERAL FUNDS										
TOTAL FUNDS	5,626,520				47,070		5,579,450			


Operating Impacts							
	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
STAFFING -FTEs							
CONTRACTED SERVICES							
PERSONAL SERVICES COSTS							
OTHER COSTS							
UTILITIES							
TOTAL COSTS							

Project Title New Emergency Operations Center	Project Number PF-2901	Classification Public Facilities
Project Description This project will demolish the former Garvey Center and construct a new three-story, 25,500 SF Emergency Operations Center in its place. The project design is currently planned to be funded by approved FEMA earmark funding through coordination with the Maryland Department of Emergency Management (MDEM). If the grant funds are ultimately approved, the construction drawings will be completed in January 2026 (FY2026). Design costs are currently not in this project as they are anticipated to be added as prior approval with the earmark funding. Costs have been updated for 6.5% in FY2025 and 2.32% annually. Per CSMC direction at November 28, 2023 Budget Work Session, the draft has been updated to include a third floor within the same foot print for a total of 25,500 SF, increasing construction (\$18,905,000) and FE costs (\$894,855) by a factor of 1.5. The construction contingency of 20% construction costs has also been updated to reflect the revised construction cost (\$3,781,000). Demolition costs for the former Garvey building and the renovation costs for the Patuxent and Potomac buildings remain the same.		 <p data-bbox="808 730 1513 758">Compliance With Comprehensive Plan Section</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING									
DEMOLITION (former Garvey)	417,800							417,800	
CONSTRUCTION (new EOC)	18,905,000								18,905,000
CONST. MANAGEMENT	537,200							537,200	
FURNITURE & EQUIPMENT	894,855							125,355	769,500
NETWORK (TBD)									
CONTINGENCY (20% construction)	3,781,000							1,890,500	1,890,500
RENOVATIONS (Potomac Bldg)	417,800							417,800	
RENOVATIONS (Patuxent Bldg)	417,800							417,800	
TOTAL COSTS	25,371,455							3,806,455	21,565,000

Funding Schedule									
BONDS	25,129,205							3,564,205	21,565,000
TRANSFER TAXES									
PAY-GO									
EXCISE TAX	242,250							242,250	
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	25,371,455							3,806,455	21,565,000

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Northern Senior Activity Center Pickleball Courts & Parking	Project Number PF-2902	Classification Public Facilities
Project Description 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. The indicated costs have been increased by 6.5% for FY25 and 2.31% annually for FY30.		 <p data-bbox="805 758 1520 877"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced recreation facilities that expand recreational opportunities. </p>
Discussion of Operating Budget Impact 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	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Engineering / Survey	140,900							140,900	
Site Development	154,670								154,670
Construction	790,370								790,370
Construction Management	96,100								96,100
Utilities / Equipment	35,450								35,450
Contingency	360,415								360,415
TOTAL COSTS	1,577,905							140,900	1,437,005

Funding Schedule

BONDS	1,577,905							140,900	1,437,005
TRANSFER TAXES									
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	1,577,905							140,900	1,437,005

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
Utilities					2,500	
SWM & Grounds					4,000	
TOTAL COSTS					6,500	

Project Title Parking and Site Improvements	Project Number PF-2205	Classification Public Facilities
Project Description Parking area improvements, security lighting, safety, drainage and perimeter fencing and regrading improvements, facility and directional signage (Governmental Center), concrete wheel stop replacement, curb, gutter and sidewalk repairs, landscaping / synthetic mulch and other exterior features at various County locations. Project may also include minor convenience center improvements, pothole / base repairs, crack sealing, painting and restriping, parking lot expansions / repaving, and additional STS solar and standard bus stop shelters.		 <p data-bbox="805 730 1520 842"> Compliance With Comprehensive Plan Section 10.2.2.A Provide infrastructure to accommodate development in growth areas and address adequate facilities and services outside of growth areas. P. 10-1 </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
DESIGN/PLANNING									
CONSTRUCTION									
SEAL, COAT & RESTRIPE Incl ADA	192,000	60,000	22,000	22,000	22,000	22,000	22,000	22,000	
MILL & REPAVE									
EQUIPMENT/LIGHTING	432,000	60,000	102,000	102,000	102,000	22,000	22,000	22,000	
OTHER -SITE REPAIRS Incl ADA	192,000	60,000	22,000	22,000	22,000	22,000	22,000	22,000	
TOTAL COSTS	816,000	180,000	146,000	146,000	146,000	66,000	66,000	66,000	

Funding Schedule

BONDS	310,000			86,000	86,000	6,000	66,000	66,000	
TRANSFER TAXES	506,000	180,000	146,000	60,000	60,000	60,000			
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	816,000	180,000	146,000	146,000	146,000	66,000	66,000	66,000	

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
IMPACTON ANNUAL OPERATING BUDGET						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER (DESCRIBE SIGNIFICANT ITEMS)						
TOTAL COSTS						

Project Title Sheriff's Headquarters Facility	Project Number PF-2101	Classification Public Facilities
Project Description Construct the following facility infrastructure to support the Sheriff's Office facility infrastructure requirements through 2040 as a result of the 2019 Sheriff's Office Master Planning study: 1) 44,860 SF Headquarters Facility, 2) 15,000 SF Evidence Storage Building, 3) 40,000 SF Vehicle Evidence Storage Lot, 4) Secure personnel/patrol parking lot (235 car capacity), 5) Secure patrol/overflow vehicle parking (140 car capacity). The facilities will be designed as Risk Category Four per the St. Mary's County adopted Building Code, 2015 IBC. The new facilities will occupy the 13.5 acre area in the northeast portion of the Governmental Center. Construction costs from study based upon FY2022 construction start and should be escalated 3% for future years. 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. For FY24: FY2024 and FY2026 project costs have been increased by 8% to reflect the Engineering News Record national average for construction price increases for 2022. For FY25: HQ Building construction costs have been increased 6.5% for FY25 and an additional 2.31% for FY26.		 <p data-bbox="805 730 1520 810"> Compliance With Comprehensive Plan Section 10.2.2.A.vi. Meet increasing health and public safety needs of the population. P. 10-2 </p>

Discussion of Operating Budget Impact
 Annual cleaning costs are estimated at \$1.60 SF for all County facilities. \$73,955 for HQ Facility and \$24,720 for the Evidence Storage Building. Alarm services \$2,165, fire extinguisher testing \$125, pest control is \$885 annually for annual total cost of \$3,175. Annual utility costs at \$4/SF. The HQ Facility utilities are \$185,400. The Evidence Storage Building is \$61,800. Maintenance mechanic costs are estimated at \$1.10/SF.

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
PLANNING/DESIGN	3,035,000	3,035,000							
CONST. HQ FACILITY	27,785,000			27,785,000					
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	250,000	108,000		142,000					
CONTINGENCY (3%)	958,925	460,925	498,000						
TOTAL COSTS	41,422,125	11,683,125	948,000	28,791,000					

Funding Schedule

BONDS	40,233,525	10,979,025	705,750	28,548,750					
TRANSFER TAXES	134,095	134,095							
PAY-GO									
EXCISE TAX	1,054,505	570,005	242,250	242,250					
STATE FUNDS									
FEDERAL FUNDS									
TOTAL FUNDS	41,422,125	11,683,125	948,000	28,791,000					


Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
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				
ADDITIONAL MAINTENANCE MECH COST (\$1.10/SF)		49,350				
TOTAL COSTS		311,880				

PUBLIC LANDINGS



WICOMICO SHORES PUBLIC LANDING

Project Title Chaptico Wharf Landing	Project Number PL-2501	Classification Recreation and Parks
Project Description Funding for Chaptico Wharf Landing repairs to the pier to include replacing the caps, stringers, decking and hardware.		 <p data-bbox="805 730 1520 852"> Compliance With Comprehensive Plan Section Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced parks & rec facilities that link existing parks and communities to provide expanded rec opportunities while preserving environmental, aest </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Construction	199,000		199,000						
TOTAL COSTS	199,000		199,000						


Funding Schedule									
BONDS									
TRANSFER TAXES									
EXCISE TAX									
STATE FUNDS	199,000		199,000						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	199,000		199,000						

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

RECREATION & PARKS



Turf Field, Lancaster Park

Project Title Elms Beach Park Improvements	Project Number RP-1601	Classification Recreation and Parks
Project Description This project addresses needed facility improvements at Elms Beach Park. This is the County's most heavily used waterfront park and is sometimes closed to additional visitors when overcrowding occurs on summer weekends and holidays. The master plan recommendations for the park includes: upgrade facilities that are at the end of their life cycle; optimize and delineate parking; improve access to the Chesapeake Bay; install new playground; improve the park entry and provide for crowd control; provide ADA accessible paths to facilities; provide a composting toilet system; a well for drinking water; and provide gathering spaces for individuals and families. Funding in FY2016 was used to develop the park master plan, design and engineering in FY2024 and construction in spring of FY2025.		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5
Discussion of Operating Budget Impact \$12,600 is requested for an hourly groundskeeper (870 hrs.) to assist with the expanded park facility. Also, funding will be needed for grass cutting, cleaning supplies, paper products and electric costs (\$3,600).		


Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	200,000	200,000							
LAND ACQUISITION									
CONSTRUCTION	2,968,453	2,014,912	953,541						
DEMOLITION									
INSPECTION/PROJ. MGMT	25,000	25,000							
UTILITIES	150,000	25,000	125,000						
EQUIPMENT	435,000	435,000							
OTHER-Master Plan	54,074	54,074							
TOTAL COSTS	3,832,527	2,753,986	1,078,541						

Funding Schedule

BONDS	2,400,000		2,400,000						
TRANSFER TAXES	1,311,998	233,457	1,078,541						
PAY-GO	120,529	2,520,529	-2,400,000						
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	3,832,527	2,753,986	1,078,541						

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS	12,600					
CONTRACTED SERVICES	1,000					
SUPPLIES & MATERIALS	1,400					
UTILITIES	1,200					
TOTAL COSTS	16,200					

Project Title Myrtle Point Park	Project Number RP-2005	Classification Recreation and Parks
Project Description The 192-acre property on the Patuxent River was acquired for a county park in January 1997 and has been open for public use for hiking, picnicking, nature study and other passive uses since that time. The Commissioners of St. Mary's County adopted a park master plan in October 2005 that formally established Myrtle Point as a nature park. Park facilities and amenities presented in the master plan include a canoe and kayak launch, picnic areas, trails, restrooms, environmental boardwalks, parking, and shoreline access. A total of \$400,000 for design and engineering in FY2024 and park construction to be determined.		 <p data-bbox="805 726 1521 856"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact Operating impacts include grass cutting.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	400,000	400,000							
CONSTRUCTION	3,000,000								3,000,000
TOTAL COSTS	3,400,000	400,000							3,000,000

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Balance to Complete
BONDS	3,000,000									3,000,000
TRANSFER TAXES	275,000	275,000								
PAY-GO	125,000	125,000								
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	3,400,000	400,000								3,000,000

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
GRASS & GROUNDS	15,000					
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS	15,000					

Project Title Park Land and Facility Acquisition	Project Number RP-2204	Classification Recreation and Parks
Project Description Utilizing Local Program Open Space (POS) funds, this project enables property acquisition for County parks, public landings, and recreation facilities. Several potential acquisition projects are included in the 2022 Land Preservation, Parks, and Recreation Plans (LPPRP) adopted by the Commissioners of St. Mary's County. Those projects include land for Waterfront Park and trail related acquisitions. Citizens made the following prioritization on waterfront property: (1) Patuxent River, (2) Chesapeake Bay and (3) Potomac River. The LPPRP also identifies acquisitions to enhance current or future recreational opportunities.		 <p data-bbox="805 730 1520 842"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
LAND ACQUISITION	2,885,712	1,085,712	300,000	300,000	300,000	300,000	300,000	300,000	300,000
TOTAL COSTS	2,885,712	1,085,712	300,000	300,000	300,000	300,000	300,000	300,000	300,000

Funding Schedule

	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Balance to Complete
BONDS										
TRANSFER TAXES										
PAY-GO										
EXCISE TAX										
STATE FUNDS	2,885,712	1,085,712	300,000	300,000	300,000	300,000	300,000	300,000	300,000	
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	2,885,712	1,085,712	300,000	300,000	300,000	300,000	300,000	300,000	300,000	

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Park Planning Grant	Project Number RP-2102	Classification Recreation and Parks
Project Description This project is to update the 2022 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>Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while representing environmental, aesthetic, and cultural quality. P.10-5</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030		
Inspection Consultants	275,000	125,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
TOTAL COSTS	275,000	125,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	

Funding Schedule

	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Balance to Complete
BONDS										
TRANSFER TAXES										
PAY-GO										
EXCISE TAX										
STATE FUNDS	275,000	125,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	275,000	125,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
FURNITURE & EQUIPMENT						
SUPPLIES & MATERIALS						
UTILITIES						
OTHER						
TOTAL COSTS						

Project Title Rec Facility & Parks Improvements	Project Number RP-2503	Classification Recreation and Parks
Project Description This project addresses capital improvements at existing recreation facilities and parks. FY2025 Projects include: COURT IMPROVEMENTS: 7th District Tennis Courts (\$150,000) PLAYGROUNDS: 7th District (\$350,000) and Chaptico Park (\$350,000); ADA TRANSITION PLAN: Dorsey Park and Jarboesville Park (\$100,000); ASPHALT OVERLAY: Three Notch Trail (\$200,000); PARK LIGHTS: 5th District Poles (\$20,000) SNOW HILL MAINTENANCE SHED: (\$50,000) RECREATION FACILITY UPGRADES: (\$150,000) PARKING LOTS LANCASTER (\$100,000); WICOMICO - irrigation, driving range, green improvements and fairway restoration (\$150,000) WICOMICO SHORES LANDING-Pavilion roof replacement (\$30,000)		 <p data-bbox="805 730 1516 835"> Compliance With Comprehensive Plan Section 10.2.2 D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P.10-5 </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Park Lights	620,000		20,000			200,000	200,000	200,000	
Court Improvements	550,000		150,000	150,000	100,000	100,000		50,000	
Playgrounds	2,100,000		700,000	700,000				700,000	
ADA Transition Plan	1,100,000		100,000	100,000	200,000	200,000	200,000		300,000
Asphalt Overlay	1,100,000		200,000	200,000	200,000	200,000	100,000		200,000
Recreation Facility Upgrades	1,000,000		150,000	150,000	300,000	300,000	100,000		
Wicomico Shores Golf Course	750,000		150,000	150,000	150,000	150,000	150,000		
Chaptico Park & Nicolet Skate Parks									
Athletic Field Fencing	550,000			100,000	200,000	200,000	50,000		
Parking Lot overlay and striping	900,000		100,000	100,000	300,000	300,000	100,000		
Retrofit Field Athletic Lights									
Park Improvements POS	6,000,000		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Wicomico Shores Pavilion Roof Replacement	30,000		30,000						
Snow Hill Maintenance Barn	50,000		50,000						
TOTAL COSTS	14,750,000		2,650,000	2,650,000	2,650,000	2,650,000	2,650,000	1,500,000	

Funding Schedule

BONDS	7,526,000		1,446,000	1,446,000	1,446,000	1,446,000	1,446,000	296,000	
PAY-GO									
EXCISE TAX	1,224,000		204,000	204,000	204,000	204,000	204,000	204,000	
STATE FUNDS	6,000,000		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
TOTAL FUNDS	14,750,000		2,650,000	2,650,000	2,650,000	2,650,000	2,650,000	1,500,000	

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Shannon Farm Property	Project Number RP-1905	Classification Recreation and Parks
Project Description Design and construct a community park in the Lexington Park area. The proposed park is envisioned to provide additional passive recreational and waterfront activities such as walking, hiking trails, kayaking, canoeing, fishing, sailing, educational and cultural activities and horseback riding on approximately 212-acre property with beach access to the Chesapeake Bay. Funding for a master plan was allocated in FY2019. Funding for design and engineering was approved in FY2020. 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.		 <p data-bbox="805 730 1523 842"> Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	292,966	292,966							
LAND ACQUISITION									
CONSTRUCTION	7,729,588	2,357,554		5,372,034					
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT- Picnic Tables, etc.									
OTHER- Master Plan	75,000	75,000							
TOTAL COSTS	8,097,554	2,725,520		5,372,034					

Funding Schedule									
BONDS	5,890,556	518,522		5,372,034					
TRANSFER TAXES									
PAY-GO	1,636,045	1,636,045							
EXCISE TAX	570,953	570,953							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	8,097,554	2,725,520		5,372,034					

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Snow Hill Park	Project Number RP-1901	Classification Recreation and Parks
<p>Project Description Design and construct a new waterfront park. The Park is envisioned to include, but not limited to hiking and nature trails, forested/conservation areas and nature interpretation, fishing, canoeing, and kayaking, motorized boat ramp and pier, picnic areas, playground, 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) FY25 includes additional funding for entrance improvements and related expenses.</p>		
		<p>Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced parks & rec. facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality P.10-5</p>
<p>Discussion of Operating Budget Impact</p>		


Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	575,000	575,000							
CONSTRUCTION	5,906,405	4,656,405	250,000	1,000,000					
DEMOLITION									
INSPECTION/PROJECT MANAGEMENT	100,000	100,000							
EQUIPMENT AND FURNITURE	30,000	30,000							
ACQUISITION	50,000		50,000						
TOTAL COSTS	6,661,405	5,361,405	300,000	1,000,000					

Funding Schedule

BONDS	3,965,000	2,665,000	300,000	1,000,000					
TRANSFER TAXES									
IMPACT FEES	460,000	460,000							
PAY-GO	1,236,405	1,236,405							
STATE FUNDS	1,000,000	1,000,000							
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	6,661,405	5,361,405	300,000	1,000,000					

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
SUPPLIES AND MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Solar Panels, Dorsey Park	Project Number RP-2501	Classification Recreation and Parks
Project Description Provide solar panels for the restroom and snack bar facility at Dorsey Park for energy conservation purposes. The facility is already separately metered from the rest of the electrical distribution infrastructure. The procurement plan worked out in advance with the Procurement Office is to obtain quotes from qualified local solar energy providers. The scope of the project will provide a general description of the equipment and its typical lifespan, costs, rebates and incentives, an estimate of the total annual cost and electric bill savings, as well as a comparison of monthly energy use vs. solar generation. The project will also provide a cash purchase analysis for a 30-year term. The project contingency includes the possible upgrade of the existing SMECO transformer which is undetermined at the deadline for budget appeals.		
Compliance With Comprehensive Plan Section 10.2.4.A.ii.c Promote the efficient utilization and reduced consumption of energy resources by requiring energy efficient construction and equipment in all County facilities.		
Discussion of Operating Budget Impact Electrical savings to be determined by the consultant hired to perform the work. The consultant will also be asked to comment on solar panel life cycle expectancy and any expected operating costs.		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
PLANNING / DESIGN / SURVEY	5,000		5,000						
CONSTRUCTION	25,000		25,000						
CONTINGENCY	20,000		20,000						
TOTAL COSTS	50,000		50,000						

Funding Schedule										
	Total Project	Prior Approval	Budget	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Balance to Complete
BONDS	50,000		50,000							
TRANSFER TAXES										
PAY-GO										
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	50,000		50,000							

Operating Impacts		FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs							
TOTAL COSTS							


Project Title Sports Complex	Project Number RP-1904	Classification Recreation and Parks
<p>Project Description</p> <p>To build a state-of-the-art, multi-sports complex (9 playing fields) on county owed property known as St. Mary's Crossing in California, Maryland. Adequate Public Facility needs and site location should be reviewed/updated. The sports complex is envisioned to have numerous multi-purpose athletic fields that will be able to support youth soccer, lacrosse, field hockey and football games and tournaments. Phase I to include: four multi-purpose Synthetic Sports Turf athletic fields, restroom/concessions building and adequate parking facilities with lighting. Phase II to include: five additional multi-purpose Bermuda Grass athletic fields and additional parking. Design and engineering approved in FY2020. FY2022 State funds represents Bond Initiative request approved by CSMC on December 1, 2020.</p>		 <p>Compliance With Comprehensive Plan Section</p> <p>10.2.2.D Create new and enhanced parks & rec. facilities that link existing parks and communities to provide expanded recreational opportunities while preserving environmental, aesthetic, and cultural quality P.10-5</p>
<p>Discussion of Operating Budget Impact</p>		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ENGINEERING/SURVEY	697,000	327,000							370,000
LAND ACQUISITION									
CONSTRUCTION/SITWORK	5,615,000								5,615,000
CONSTRUCTION MANAGEMENT	230,000								230,000
FURNITURE & EQUIPMENT (IT)	250,000								250,000
OTHER-CONTINGENCY	925,000								925,000
TOTAL COSTS	7,717,000	327,000							7,390,000

Funding Schedule

BONDS	4,930,000								4,930,000
TRANSFER TAXES	177,000	177,000							
PAY-GO									
STATE FUNDS	953,569	150,000							803,569
FEDERAL FUNDS									
OTHER SOURCES	160,000								160,000
OTHER SOURCES	1,496,431								1,496,431
TOTAL FUNDS	7,717,000	327,000							7,390,000

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
SUPPLIES & MATERIALS						
UTILITIES						
GRASS & GROUNDS						
OTHER						
TOTAL COSTS						

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


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
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					
TOTAL COSTS	5,450,000	350,000		5,100,000					

Funding Schedule

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

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Three Notch Trail Phase VII	Project Number RP-1501	Classification Recreation and Parks
Project Description Phase Seven of the trail runs from FDR Blvd. in California, MD north to the Hollywood Volunteer Rescue Squad property (near MD Route 245 Leonardtown Hollywood Road intersection) for a distance of approximately 3.33 miles. This project continues constructing the Three Notch Trail to enhance recreation, transportation and tourism opportunities for citizens of St. Mary's County and throughout Maryland. The multi-use trail is 10 ft. wide and includes signage, benches and landscaping. The trail is being constructed of an asphalt surface and boardwalk in areas where an asphalt trail can't be built. It is ADA compliant.		
Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced facilities to provide recreational opportunities while preserving environmental, aesthetic, and cultural quality.		
Discussion of Operating Budget Impact \$14,325.88 (H2S1 \$16.47hr/842hrs) for groundskeeper, grass cutting (\$3,000) and supplies and materials (\$1,500) for minor repairs.		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Architect/Engineer Design	893,928	893,928							
Land Costs	100,000	100,000							
Construction	6,064,641	5,038,568		1,026,073					
Construction Management	81,000	81,000							
Contingencies	650,982			650,982					
TOTAL COSTS	7,790,551	6,113,496		1,677,055					

Funding Schedule

BONDS	3,023,492	1,346,437		1,677,055					
TRANSFER TAXES	131,503	131,503							
PAY-GO	61,040	61,040							
IMPACT FEES - PARKS	202,320	202,320							
STATE FUNDS	815,393	815,393							
FEDERAL FUNDS	3,510,803	3,510,803							
OTHER SOURCES	46,000	46,000							
TOTAL FUNDS	7,790,551	6,113,496		1,677,055					

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
		18,826				
TOTAL COSTS		18,826				

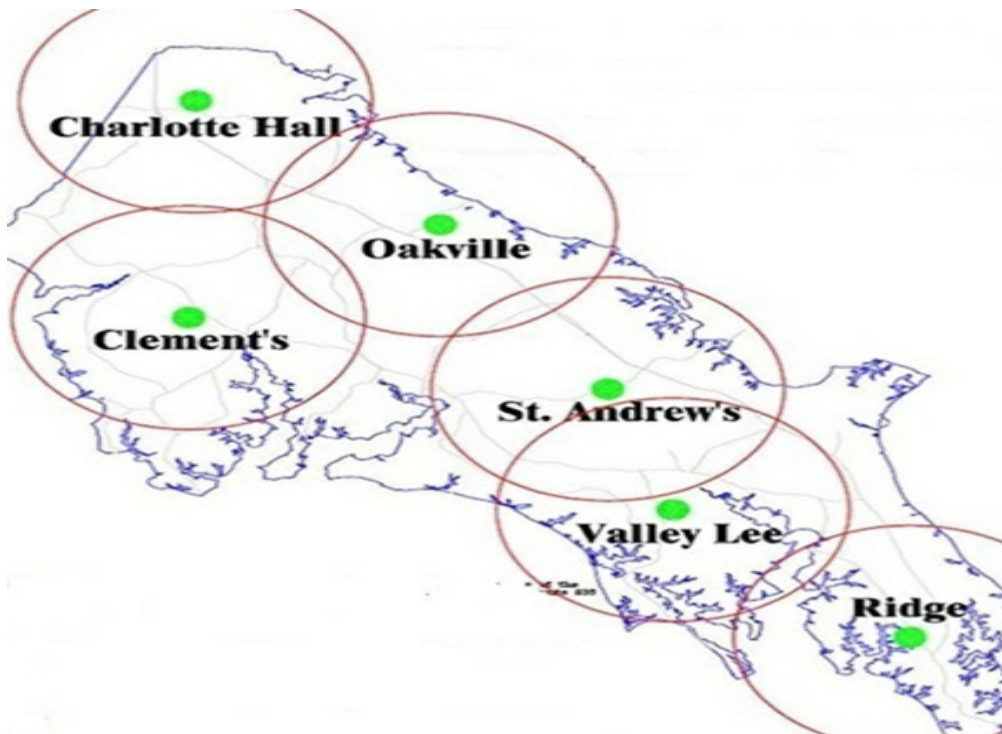
Project Title YMCA Great Mills	Project Number RP-2004	Classification Recreation and Parks
Project Description This project would construct a multiple use Recreation Center. The facility may include a gymnasium, fitness center, multiple group exercise studios, Wi-Fi, locker rooms, restrooms, storage, 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.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.D Create new and enhanced parks & rec facilities that link existing parks and communities to provide expanded rec opportunities while preserving environmental, aesthetic, and cultural quality. P. 10-5

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
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						
TOTAL COSTS	22,106,000	1,106,000	21,000,000						


Funding Schedule									
BONDS	15,460,000	460,000	15,000,000						
TRANSFER TAXES									
PAY-GO	646,000	646,000							
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS	2,000,000		2,000,000						
OTHER SOURCES	4,000,000		4,000,000						
TOTAL FUNDS	22,106,000	1,106,000	21,000,000						

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Solid Waste



Solid Waste Locations in St. Mary's County

Project Title Landfill and Convenience Center Maintenance and Repair	Project Number SW-3001	Classification Solid Waste
Project Description Deferred maintenance at the convenience centers has created a need to program funding to replace major elements of the facilities that are integral to the operations. All of the existing recycling compactors were purchased in 2010 and have reached the end of lifecycle, this will program the replacement of at least one compactor at each facility over the coming years. Several attendant sheds need to be replaced from their original construction in the 90s. Landfill Maintenance needs to start addressing the settling which is occurring on top of the landfill that is affecting the drainage running off the cover. The convenience centers that have no major improvements planned will need to be milled and repaved. Additional costs have been added in to address repairs/replacement to accessory structures and to keep up on striping and fencing repairs.		 <p>Compliance With Comprehensive Plan Section 10.2.2.A.v Meet increasing demand for solid waste management through use of traditional and innovative methods. P.10-1</p>
Discussion of Operating Budget Impact 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 FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
RECYCLING COMPACTOR REPLACEMENT									
ATTENDANT SHED REPLACEMENT	90,000								90,000
ASPHALT OVERLAY									
ACCESSORY STRUCTURE	37,000							10,000	27,000
LANDFILL MAINTENANCE									
FENCING & PAVEMENT STRIPING	70,000							10,000	60,000
TOTAL COSTS	197,000							20,000	177,000

Funding Schedule

BONDS	197,000							20,000	177,000
TRANSFER TAXES									
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	197,000							20,000	177,000

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
MS4 SW Management						2,000
Compactor Replacement		35,000	40,000	42,500	45,000	47,500
Asphalt Overlay		20,000		45,000		55,000
Landfill Maintenance		25,000	30,000	30,000	35,000	30,000
Landscaping/Grounds						2,000
Utilities						2,500
TOTAL COSTS		80,000	70,000	117,500	80,000	139,000

Project Title Recycling Improvements - Convenience Centers	Project Number SW-3002	Classification Solid Waste
Project Description Add recycling capacity at four facilities so that two recycling compactors are available at all convenience centers allowing for redundancy at each location when one compactor requires maintenance. This project will also provide provisions for installing metal recycling containers at the facilities which do not currently have any. Where disturbance requires this project will also provide for civil site design costs to accommodate any required storm water management devices for additional impervious area. As well as the associated construction management costs to complete the project. The indicated costs have been increased by 3% annually for FY30.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section Meet increasing demand for solid waste management through use of traditional and innovative methods. P.10-1


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
PLANNING / DESIGN / SURVEY	75,000							75,000	
OAKVILLE	113,000								113,000
VALLEY LEE	119,000								119,000
CLEMENTS	78,000								78,000
RIDGE	102,000								102,000
CONST. MANAGEMENT	41,200								41,200
CONTINGENCY (40%)	331,280								331,280
TOTAL COSTS	859,480							75,000	784,480

Funding Schedule

BONDS	859,480							75,000	784,480
TRANSFER TAXES									
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	859,480							75,000	784,480

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Valley Lee Convenience Center Improvements	Project Number SW-3003	Classification Solid Waste
Project Description Completion of planned site expansion to improve operations at the Valley Lee Convenience Center. Includes a wall extension to allow a second trash compactor, additional pavement to provide vehicle circulation, and stormwater management improvements. Project costs also include stormwater management for additional impervious area, as well as the associated design and construction management costs to complete the project. The indicated costs have been increased by 5% annually for FY30 from Clements Project construction costs.		 <p data-bbox="805 730 1520 814"> Compliance With Comprehensive Plan Section Meet increasing demand for solid waste management through use of traditional and innovative methods. P.10-1 </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
PLANNING / DESIGN / SURVEY	170,600							170,600	
STORMWATER MANAGEMENT	136,000								136,000
SITE DEVELOPMENT	1,049,262								1,049,262
CONSTRUCTION	176,293								176,293
CONST. MANAGEMENT	152,656								152,656
UTILITIES / EQUIPMENT	115,000								115,000
IT EQUIPMENT / CAMERAS	50,000								50,000
CONTINGENCY (20%)	496,442								496,442
TOTAL COSTS	2,346,253							170,600	2,175,653

Funding Schedule										
BONDS	2,346,253								170,600	2,175,653
TRANSFER TAXES										
PAY-GO										
EXCISE TAX										
STATE FUNDS										
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	2,346,253								170,600	2,175,653

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

ST. MARY'S COUNTY PUBLIC SCHOOLS




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

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	70,000	63,000	7,000						
LAND ACQUISITION									
CONSTRUCTION	517,346	467,272	50,074						
DEMOLITION									
INSPECTION/PROJ MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	587,346	530,272	57,074						

Funding Schedule									
BONDS									
TRANSFER TAXES	42,000	35,000	7,000						
PAY-GO	28,000	28,000							
EXCISE TAX									
STATE FUNDS	517,346	467,272	50,074						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	587,346	530,272	57,074						

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Benjamin Banneker Elementary School Roof/HVAC Systemic Renovation	Project Number PS-2801	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the CMP, the roof replacement projects are reviewed. This project will replace approximately 36,000 square feet of the existing roof that was last replaced in 1998, which will be 32 years old at the time of replacement. A pre-design study will review the whole roof to determine if any additional work needs to be included in the 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 2002 and which will be 28 years old at the time of replacement. Local funds are being requested in FY 2028 for completion of the pre-design study to assist with project scope development in advance of the project, which is required by the Interagency Commission on School Construction.		 <p>Photo 13</p> <p>Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	1,243,000					40,000		933,000	270,000
LAND ACQUISITION									
CONSTRUCTION	11,885,000							919,000	10,966,000
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000							10,000	
UTILITIES	15,000							15,000	
EQUIPMENT									
OTHER									
TOTAL COSTS	13,153,000					40,000		1,877,000	11,236,000

Funding Schedule

BONDS	6,139,000							1,243,000	4,896,000
TRANSFER TAXES	40,000					40,000			
PAY-GO									
EXCISE TAX									
STATE FUNDS	6,974,000							634,000	6,340,000
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	13,153,000					40,000		1,877,000	11,236,000

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Building Infrastructure - Critical	Project Number PS-1804	Classification St. Mary's County Public Schools
Project Description This program provides funds for major replacement, deferred maintenance and repair projects, system upgrades, and critical maintenance and repairs to critical building components to include: air handlers, chillers, cooling towers, fire alarms, oil tanks, water feeds, well pumps, and fields/grounds. 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, LHS/FA Sewer Lift Station \$95,000 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 FY 2030: CHS, GMHS Scoreboards (\$50,000, \$50,000), CHS Track Refurbishment \$405,000, EES Emergency Generator \$275,000		 <p>Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	200,000	110,000	15,000	15,000	15,000	15,000	15,000	15,000	
LAND ACQUISITION									
CONSTRUCTION	10,265,650	6,143,650	371,000	440,000	949,000	872,000	725,000	765,000	
DEMOLITION									
INSPECTION / PROJ. MGMT.									
UTILITIES									
EQUIPMENT									
OTHER -CONTINGENCY									
TOTAL COSTS	10,465,650	6,253,650	386,000	455,000	964,000	887,000	740,000	780,000	

Funding Schedule

BONDS	8,109,016	3,897,016	386,000	455,000	964,000	887,000	740,000	780,000	
TRANSFER TAXES	2,195,355	2,195,355							
PAY-GO	70,000	70,000							
IMPACT FEES - SCHOOLS	91,279	91,279							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	10,465,650	6,253,650	386,000	455,000	964,000	887,000	740,000	780,000	

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Building Infrastructure - Programmatic	Project Number PS-1805	Classification St. Mary's County Public Schools
Project Description This program provides funds for programmatic construction and repairs of projects identified in the Comprehensive Maintenance Plan for Educational Facilities for life cycle replacement, to include: site paving, playgrounds, and flooring. Anticipated projects typically require minimal design services. FY 2025: RES, DJAFCTC Paving/Sealcoating \$760,000 (\$128,000, \$632,000), CHS Locker Room Plumbing \$15,000, State Inspection / Assessment \$250,000 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), State Inspection / Assessment \$250,000 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, DSS Fire Alarm \$130,000 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 FY 2030: GKES Flooring \$70,000, Central Office, HES Fire Alarm (\$130,000, \$120,000), OES Exterior Caulking & Repointing \$45,000		
Discussion of Operating Budget Impact		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	186,000	126,000	10,000	10,000	10,000	10,000	10,000	10,000	
LAND ACQUISITION									
CONSTRUCTION	11,415,000	6,546,000	1,015,000	1,125,000	879,000	688,000	807,000	355,000	
DEMOLITION									
INSPECTION/PROJ. MGMT.									
UTILITIES									
OTHER- CONTINGENCY									
TOTAL COSTS	11,601,000	6,672,000	1,025,000	1,135,000	889,000	698,000	817,000	365,000	

Funding Schedule									
BONDS	6,954,311	3,050,311		1,135,000	889,000	698,000	817,000	365,000	
TRANSFER TAXES	4,113,689	3,088,689	1,025,000						
PAY-GO	533,000	533,000							
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	11,601,000	6,672,000	1,025,000	1,135,000	889,000	698,000	817,000	365,000	


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
TOTAL COSTS						

Project Title Chillers	Project Number PS-2501	Classification St. Mary's County Public Schools
Project Description This project is for the replacement of chillers at Great Mills High School, Margaret Brent Middle School, and the Dr. James A. Forrest Career and Technology Center. The state share of this project will be requested under the FY2025 Healthy Schools Facility Fund (HSFF). The local share funding is being requested at this time to meet the HSFF funding cycle.		 <p data-bbox="805 730 1463 810"> Compliance With Comprehensive Plan Section 10.2.2.C.I Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
Architecture/Engineering	433,200		433,200						
Construction	4,043,200		4,043,200						
TOTAL COSTS	4,476,400		4,476,400						

Funding Schedule									
BONDS	1,880,088		1,880,088						
TRANSFER TAXES									
PAY-GO									
EXCISE TAX									
STATE FUNDS	2,596,312		2,596,312						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	4,476,400		4,476,400						


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Chopticon High School - Modified Limited Renovation	Project Number PS-2203	Classification St. Mary's County Public Schools
Project Description 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.		
Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3		
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	5,936,000	2,995,000		2,941,000					
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									
TOTAL COSTS	73,317,000	2,995,000		25,566,000	32,143,000	12,613,000			

Funding Schedule										
BONDS	30,098,500	125,000		4,536,500	16,556,500	8,880,500				
TRANSFER TAXES	1,870,000	1,870,000								
PAY-GO										
EXCISE TAX	1,759,500			586,500	586,500	586,500				
STATE FUNDS	39,589,000	1,000,000		20,443,000	15,000,000	3,146,000				
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	73,317,000	2,995,000		25,566,000	32,143,000	12,613,000				


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES						
CONTRACTED SERVICES						
OTHER						
Utilities						
TOTAL COSTS						

Project Title Dr. James A. Forrest Career & Technology Center Video Studio Renovation	Project Number PS-2701	Classification St. Mary's County Public Schools
Project Description As part of the annual review and update of the CMP, projects are reviewed. Local funds are being requested in FY 2027 for completion of a study to assist with project scope development in advance of the project. This project will renovate the video studio at the Dr. James A. Forrest Career & Technology Center. The project will include Green Screen room alteration and installation, HVAC renovation and separation of the classroom and production areas, installation of new lighting to safe touch (high-efficiency) in the production area, reallocation of space to meet educational program needs, and recommendations on revision to HD video equipment.		 <p data-bbox="805 751 1513 863"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	85,000					25,000		60,000	
LAND ACQUISITION									
CONSTRUCTION	250,000								250,000
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	335,000					25,000		60,000	250,000

Funding Schedule									
BONDS	230,000								230,000
TRANSFER TAXES	105,000				25,000		60,000	20,000	
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	335,000					25,000		60,000	250,000


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Esperanza Middle School - Chiller/Controls	Project Number PS-2803	Classification St. Mary's County Public Schools
Project Description 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">Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3</p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
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			
TOTAL COSTS	1,148,000					1,148,000			

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


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
TOTAL COSTS						

Project Title Green Holly Elementary School - Roof/HVAC Systemic Renovation	Project Number PS-2301	Classification St. Mary's County Public Schools
Project Description 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. This project received state funding in FY 2024 under the Healthy Schools Facility Fund. The project scope now includes the removal of the mercury containing floor in the gymnasium.		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	1,338,000	1,146,000	192,000						
LAND ACQUISITION									
CONSTRUCTION	15,341,469	10,484,469	2,219,912	2,637,088					
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000		10,000						
UTILITIES	15,000		15,000						
EQUIPMENT									
OTHER									
TOTAL COSTS	16,704,469	11,630,469	2,436,912	2,637,088					

Funding Schedule									
BONDS	6,324,000	1,250,000	2,436,912	2,637,088					
TRANSFER TAXES	1,210,000	1,210,000							
PAY-GO									
EXCISE TAX									
STATE FUNDS	9,170,469	9,170,469							
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	16,704,469	11,630,469	2,436,912	2,637,088					


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
OTHER						
TOTAL COSTS						

Project Title Leonardtown High School - HVAC Systemic Renovation	Project Number PS-2702	Classification St. Mary's County Public Schools
Project Description This project is for the replacement of the HVAC system for the building, last updated in 2002. At the time of completion of the project, the system will be 27 years old. Maintenance monitors the system and provides repairs on an as-needed basis, pending the replacement. Local funds are being requested in FY 2027 for completion of a study in advance of the project, which is required by the Interagency Commission on School Construction.		 <p data-bbox="805 751 1513 863"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
				FY2025	FY2026	FY2027	FY2028	FY2029		FY2030
ARCHITECT/ENGINEERING	2,116,000					75,000		1,633,000	408,000	
LAND ACQUISITION										
CONSTRUCTION	23,359,000							2,115,000	21,244,000	
DEMOLITION										
INSPECTION/PROJ. MGMT	10,000							10,000		
UTILITIES	15,000							15,000		
EQUIPMENT										
OTHER										
TOTAL COSTS	25,500,000					75,000		3,773,000	21,652,000	

Funding Schedule										
BONDS	11,163,500							2,423,000	8,740,500	
TRANSFER TAXES	75,000					75,000				
PAY-GO										
EXCISE TAX	586,500								586,500	
STATE FUNDS	13,675,000							1,350,000	12,325,000	
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	25,500,000					75,000		3,773,000	21,652,000	


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Leonardtown Middle School Roof/HVAC Systemic Renovation - Pre-Design Study	Project Number PS-3001	Classification St. Mary's County Public Schools
Project Description This project will replace approximately 104,750 square feet of the existing roof, last replaced in 2000, and which will be 31 years old at the time of replacement. 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, last replaced in 2010 and which will be 21 years old at the time of replacement. Local funds are being requested in FY 2029 for completion of a study to assist with development of the project scope in advance of the project, which is required by the Interagency Commission on School Construction.		 <p data-bbox="805 751 1513 863"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

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

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

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						


Project Title Lettie Marshall Dent Elementary School - Limited Renovation	Project Number PS-2101	Classification St. Mary's County Public Schools
Project Description 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.		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
Discussion of Operating Budget Impact		

Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	1,855,000	1,855,000							
LAND ACQUISITION									
CONSTRUCTION	20,555,000	11,727,837	8,827,163						
DEMOLITION									
INSPECTION/PROJ.MGMT.	10,000	10,000							
UTILITIES	15,000	15,000							
EQUIPMENT	500,000	250,000	250,000						
TOTAL COSTS	22,935,000	13,857,837	9,077,163						

Funding Schedule

BONDS	6,762,344	6,477,000	285,344						
TRANSFER TAXES	3,204,156	1,351,000	1,853,156						
PAY-GO									
EXCISE TAX	586,500		586,500						
STATE FUNDS	12,382,000	6,029,837	6,352,163						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	22,935,000	13,857,837	9,077,163						

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Lexington Park Elementary School - Roof/HVAC Systemic Renovation	Project Number PS-2601	Classification St. Mary's County Public Schools
Project Description 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, which is required by the Interagency Commission on School Construction.		 <p data-bbox="805 758 1516 877"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget FY2025	5-Year Capital Plan					Balance to Complete
				FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	489,000			40,000		359,000	90,000		
LAND ACQUISITION									
CONSTRUCTION	11,805,000					4,996,000	6,809,000		
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000					10,000			
UTILITIES	15,000					15,000			
EQUIPMENT									
OTHER									
TOTAL COSTS	12,319,000			40,000		5,380,000	6,899,000		

Funding Schedule

BONDS	5,148,500					2,548,000	2,600,500		
TRANSFER TAXES	40,000			40,000					
PAY-GO									
EXCISE TAX	586,500						586,500		
STATE FUNDS	6,544,000					2,832,000	3,712,000		
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	12,319,000			40,000		5,380,000	6,899,000		

Operating Impacts

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Mechanicsville Elementary School Roof/HVAC - Pre-Design Study	Project Number PS-3002	Classification St. Mary's County Public Schools
Project Description This project will replace approximately 40,095 square feet of the existing roof, which was last replaced in 2004 and which 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. This project will also replace the existing HVAC system which was last replaced in 2002 and which will be 29 years old at the time of replacement. Local funds are being requested in FY 2029 for completion of a study to assist with development of the project scope in advance of the project, as required by the Interagency Commission on School Construction.		 <p data-bbox="805 758 1521 877"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>

Discussion of Operating Budget Impact


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	40,000								40,000
LAND ACQUISITION									
CONSTRUCTION									
DEMOLITION									
INSPECTION/PROJ. MGMT									
UTILITIES									
EQUIPMENT									
OTHER									
TOTAL COSTS	40,000								40,000

Funding Schedule

BONDS									
TRANSFER TAXES	40,000								40,000
PAY-GO									
EXCISE TAX									
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	40,000								40,000

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Oakville Elementary School Roof/HVAC Pre-Design Study	Project Number PS-3003	Classification St. Mary's County Public Schools
Project Description This project will replace approximately 48,072 square feet of the existing roof, which was last replaced in 2000 and which will be 31 years old at the time of replacement. 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 2011, which will be 20 years old at the time of replacement. Local funds are being requested in FY 2029 for completion of a study to assist with development of the project scope in advance of the project, as required by the Interagency Commission on School Construction.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

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

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


Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Piney Point Elementary School - HVAC Systemic Renovation	Project Number PS-2201	Classification St. Mary's County Public Schools
Project Description This project 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.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	494,000	494,000							
LAND ACQUISITION									
CONSTRUCTION	10,708,860	4,426,518	6,282,342						
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000	10,000							
UTILITIES	15,000	15,000							
EQUIPMENT									
OTHER									
TOTAL COSTS	11,227,860	4,945,518	6,282,342						

Funding Schedule									
BONDS	2,703,000		2,703,000						
TRANSFER TAXES	40,000	40,000							
PAY-GO	859,511	859,511							
EXCISE TAX	1,641,489	1,641,489							
STATE FUNDS	5,983,860	2,404,518	3,579,342						
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	11,227,860	4,945,518	6,282,342						

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
SUPPLIES AND MATERIALS						
OTHER						
TOTAL COSTS						

Project Title Relocatables for Various Sites	Project Number PS-1403	Classification St. Mary's County Public Schools
Project Description Based on current and projected enrollment, this project is to provide relocatable classrooms to meet the capacity needs at various locations. The current and projected enrollments are evaluated, both in the fall and the spring, to identify which schools will need relocatables for the following year. Based on the availability of funding in July of each year, relocatables relocated and/or purchased during the summer will not be available for use at the opening of school in August of each year due to the amount of time necessary for construction. This project provides for the relocation of several relocatables or the purchase of two (2) double classroom units annually in FY 2025 - FY 2026, 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. Additional funding has been added to this project in FY2025 and FY2026 to allow for the demolition of units that exceeded their useful life.		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3
Discussion of Operating Budget Impact		


Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
			FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	
ARCHITECT/ENGINEERING	282,000	238,000	22,000	22,000					
CONSTRUCTION	4,577,329	2,919,329	829,000	829,000					
DEMOLITION									
INSPECTION/ PROJ. MGMT	87,500	72,500	7,500	7,500					
UTILITIES	142,500	117,500	12,500	12,500					
EQUIPMENT	126,000	98,000	14,000	14,000					
OTHER									
TOTAL COSTS	5,215,329	3,445,329	885,000	885,000					

Funding Schedule

BONDS	1,770,000		885,000	885,000					
TRANSFER TAXES	1,905,329	1,905,329							
IMPACT FEES	1,155,000	1,155,000							
PAY-GO	385,000	385,000							
STATE FUNDS									
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	5,215,329	3,445,329	885,000	885,000					

Operating Impacts


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICES COSTS						
CONTRACTED SERVICES						
SUPPLIES & MATERIALS						
UTILITIES						
FURNITURE & EQUIPMENT						
OTHER						
TOTAL COSTS						

Project Title Ridge Elementary School - Roof/HVAC Systemic Renovation	Project Number PS-2602	Classification St. Mary's County Public Schools
Project Description This project is for the replacement of the HVAC system for the building, last updated in 2001 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, which is required by the Interagency Commission on School Construction.		
Discussion of Operating Budget Impact		Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3

Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete
				FY2025	FY2026	FY2027	FY2028	FY2029	
ARCHITECT/ENGINEERING	648,000			40,000			486,000	122,000	
LAND ACQUISITION									
CONSTRUCTION	6,845,000						2,817,000	4,028,000	
DEMOLITION									
INSPECTION/PROJ. MGMT	10,000						10,000		
UTILITIES	15,000						15,000		
EQUIPMENT									
OTHER									
TOTAL COSTS	7,518,000			40,000			3,328,000	4,150,000	

Funding Schedule									
BONDS	3,675,000						975,000	2,700,000	
TRANSFER TAXES	40,000			40,000					
PAY-GO									
EXCISE TAX									
STATE FUNDS	3,803,000						2,353,000	1,450,000	
FEDERAL FUNDS									
OTHER SOURCES									
TOTAL FUNDS	7,518,000			40,000			3,328,000	4,150,000	

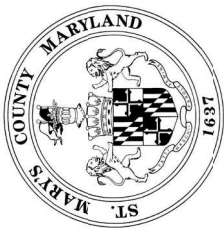
Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						

Project Title Town Creek Elementary School - Roof Pre-Design Study	Project Number PS-2802	Classification St. Mary's County Public Schools
Project Description This project will replace approximately 35,498 square feet of the existing roof last replaced in 1997 and which will be 33 years old at the time of replacement. Maintenance monitors the roof and provides repairs on an as-needed basis, pending the roof replacement. Local funds are being requested in FY 2028 for completion of a study to assist with project scope development in advance of the project, which is required by the Interagency Commission on School Construction.		 <p data-bbox="805 751 1516 863"> Compliance With Comprehensive Plan Section 10.2.2.C.i Ensure adequate availability and adequacy of schools and educational resources. P. 10-3 </p>
Discussion of Operating Budget Impact		

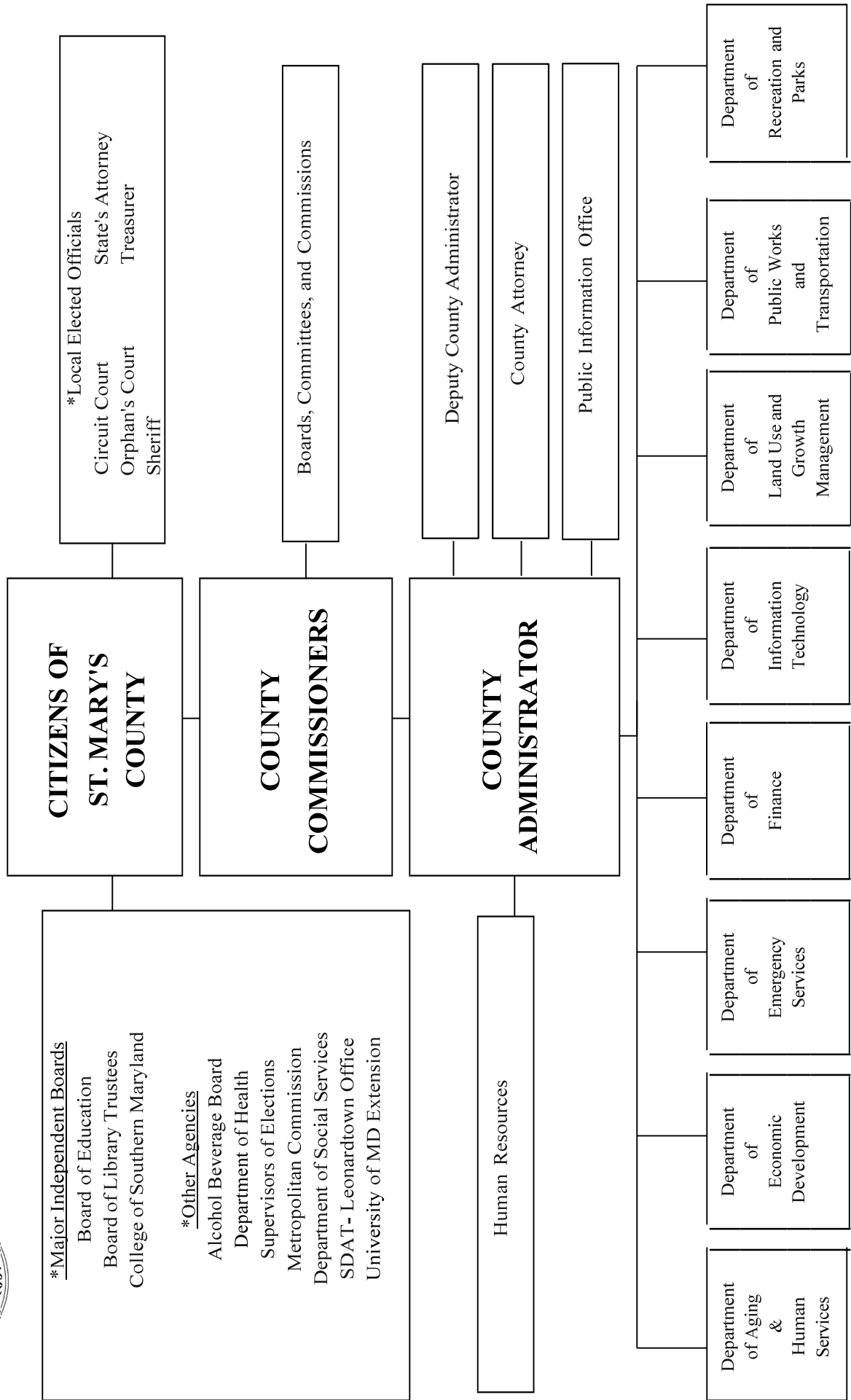
Appropriation Phase	Total Project	Prior Approval	Budget	5-Year Capital Plan					Balance to Complete	
				FY2025	FY2026	FY2027	FY2028	FY2029		FY2030
ARCHITECT/ENGINEERING	374,000						40,000		281,000	53,000
LAND ACQUISITION										
CONSTRUCTION	3,243,000								671,000	2,572,000
DEMOLITION										
INSPECTION/PROJ. MGMT	10,000								10,000	
UTILITIES	15,000								15,000	
EQUIPMENT										
OTHER										
TOTAL COSTS	3,642,000						40,000		977,000	2,625,000

Funding Schedule										
BONDS	1,695,000								812,000	883,000
TRANSFER TAXES	40,000					40,000				
PAY-GO										
EXCISE TAX										
STATE FUNDS	1,907,000								165,000	1,742,000
FEDERAL FUNDS										
OTHER SOURCES										
TOTAL FUNDS	3,642,000					40,000			977,000	2,625,000

Operating Impacts	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
STAFFING -FTEs						
PERSONAL SERVICE COSTS						
CONTRACTED SERVICES						
OTHER						
TOTAL COSTS						



ST. MARY'S COUNTY GOVERNMENT Organizational Chart



**CHANGES IN POSITIONS FOR COUNTY DEPARTMENTS and ELECTED OFFICIALS ~
FY2025 BUDGET**

INCREASE / - (DECREASE)		POSITION DESCRIPTION	GRADE
DEPARTMENTS			
Aging & Human Services			
1.00	Convert	Hourly Coordinator II - Hourly to Full-Time	C07
Economic Development			
1.00	Convert	Economic Development Specialist	C09
(1.00)		Reduce Senior Administrative Coordinator	C05
Emergency Services			
2.00	New	Medical Duty Officer - Paramedic Lieutenant - Emergency Billing Fund	C08
Public Works and Transportation			
1.00	Convert	Solid Waste Manager II	C10
(1.00)		Reduce Solid Waste Manager 1	C09
Recreation and Parks			
1.00	New	Childcare Specialist (eff January 1, 2025)	C07
Sheriff's Office			
1.00	Convert	Coordinator II-HR	C07
(1.00)		Reduce Victims Right Advocate	C05
LAW			
Law DFC Promotional Ranks (11)			
Law CPL Promotional Ranks (14)			
CORRECTIONS			
Corrections CFC Promotional Ranks (14)			
Corrections CPL Promotional Ranks (3)			
Alcohol Beverage Board			
0.50	Convert	Alcohol Beverage Board Inspector converted to Full-Time	C04
4.50		TOTAL	



AUTHORIZED COUNTY GOVERNMENT POSITIONS SUMMARY

STAFFING SUMMARY	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
Commissioners of St. Mary's County	6.75	6.75	6.75	6.75	6.75
County Administrator	7.00	7.00	7.00	7.00	7.00
Aging & Human Services	33.50	37.50	37.50	40.50	38.50
County Attorney	8.50	9.00	9.00	9.00	9.00
Economic Development	9.00	9.00	9.00	9.00	9.00
Emergency Services	111.50	134.50	134.50	146.50	136.50
Finance	19.00	19.00	19.00	19.00	19.00
Human Resource	8.75	9.50	9.50	9.50	9.50
Information Technology	24.00	25.00	25.00	25.00	25.00
Land Use & Growth Management	30.00	30.00	30.00	30.00	30.00
Public Works and Transportation	168.40	171.40	171.40	172.40	171.40
Recreation & Parks	41.00	42.00	42.00	43.00	43.00
Circuit Court	17.00	18.00	18.00	18.00	18.00
Orphans Court	3.00	3.00	3.00	3.00	3.00
Sheriff	373.00	381.00	382.00	388.00	382.00
States Attorney	51.75	52.75	54.75	63.75	54.75
Treasurer	5.00	6.00	6.00	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	2.75	2.75
Administrative Charging Committee	4.00	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	5.00	6.00
Board of Elections	5.00	5.00	5.00	6.00	5.00
Planning Commission	8.00	8.00	8.00	8.00	8.00
Police Accountability Board	9.00	9.00	9.00	9.00	9.00
TOTAL COUNTY GOVERNMENT	958.40	1,002.65	1,005.65	1,038.15	1,010.15

AUTHORIZED COUNTY GOVERNMENT POSITIONS

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.

	M C	Merit Contract	A R	Appointed Revenue	G E	Grant Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
COUNTY COMMISSIONERS							
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
TOTAL			6.75	6.75	6.75	0.00	6.75
COUNTY ADMINISTRATOR							
County Administrator	C	AE	1.00	1.00	1.00		1.00
Deputy County Administrator	C	AE	1.00	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
TOTAL			7.00	7.00	7.00	0.00	7.00
AGING & HUMAN SERVICES							
Director	C		1.00	1.00	1.00		1.00
Deputy Director	C	C11	0.00	1.00	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	1.00	1.00	1.00		1.00
MAP I & A Division Manager	M	C08	1.00	1.00	1.00		1.00
Manager I	M	C09	1.00	1.00	1.00		1.00
Program Coordinator	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	2.00	2.00		2.00
MAP I & A Caseworker	M	C06	2.00	2.00	2.00	1.00	2.00
MAP Coordinator	M	C06	0.00	1.00	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	1.00	1.00		1.00
Administrative Coordinator	M	C04	1.00	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	C03	3.00	3.00	3.00		3.00
Human Services							
Manager II	M	C10	1.00	1.00	1.00		1.00
Coordinator III	M	C08	1.00	1.00	1.00		1.00
Coordinator II	M/G	C07	1.00	1.00	1.00	1.00	2.00
Coordinator I	M	C06	1.00	1.00	1.00		1.00
TOTAL			33.50	37.50	37.50	3.00	38.50

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	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
COUNTY ATTORNEY							
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	0.50	1.00	1.00		1.00
TOTAL			8.50	9.00	9.00	0.00	9.00
POLICE ACCOUNTABILITY BOARD							
Chairman	A	0.00	1.00	1.00	1.00		1.00
Member	A	0.00	8.00	8.00	8.00		8.00
TOTAL			9.00	9.00	9.00	0.00	9.00
ADMINISTRATIVE CHARGING COMMITTEE							
Chairman	A	0.00	1.00	1.00	1.00		1.00
Member	A	0.00	3.00	3.00	3.00		3.00
TOTAL			4.00	4.00	4.00	0.00	4.00
ECONOMIC DEVELOPMENT							
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		3.00
Development Facilitator	M	C08	1.00	1.00	1.00		1.00
Sr. Administrative Coordinator	M	C05	2.00	2.00	2.00		1.00
TOTAL			9.00	9.00	9.00	0.00	9.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M C	Merit Contract	A R	Appointed Revenue	G E	Grant Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
EMERGENCY SERVICES							
Emergency Communications							
Director	C		1.00	1.00	1.00		1.00
Deputy Director, Emergency Services	M	C11	2.00	2.00	2.00		2.00
Jurisdictional Medical Director - RPT	C	AE	0.50	0.50	0.50		0.50
Communications Manager	M	C10	0.00	1.00	1.00		1.00
Administrative Manager	M	C10	1.00	1.00	1.00		1.00
Assistant Communications Manager	M	C10	1.00	1.00	1.00		1.00
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 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
Training Coordinator	M	C07	1.00	1.00	1.00		1.00
Recruitment & Retention Coordinator	M	C07	1.00	1.00	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
Emergency Radio Communications							
Radio System Manager	M	C09	1.00	1.00	1.00		1.00
Radio Frequency Technician I	M	C06	3.00	3.00	3.00		3.00
Emergency Management							
Chief, EMS Career Operations	C	AE	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	M	C08	1.00	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	1.00	1.00	1.00		1.00
Emergency Medical Services							
Assistant EMS Chief	M	C09	1.00	1.00	1.00		1.00
Medical Duty Officer Paramedic Lieutenant	M	C08	0.00	0.00	0.00	2.00	2.00
Paramedic Supervisor - Emergency Billing Fund	R	C08	4.00	4.00	4.00		4.00
Paramedic - Emergency Billing Fund	R	C07	8.00	8.00	8.00		8.00
Fiscal Specialist IV - Emergency Billing Fund	R	C06	1.00	2.00	2.00		2.00
Emergency Medical Technician	R	C05	30.00	48.00	48.00		48.00
Admin Coordinator - Emergency Billing Fund	R	C04	1.00	1.00	1.00		1.00
Animal Services							
Division Manager - Animal Shelter	M	C10	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	1.00	1.00	1.00		1.00
Fiscal Specialist IV - Animal Shelter	M	C07	0.00	1.00	1.00		1.00
Animal Control Officer	M	C06	4.00	4.00	4.00		4.00
Health Attendant - Animal Shelter	M	C06	4.00	4.00	4.00		4.00
Care Attendant - Animal Shelter	M	C05	4.00	6.00	6.00		6.00
Admin. Coordinator	M	C04	1.00	1.00	1.00		1.00
Adoption Coordinator - Animal Shelter	M	C04	1.00	1.00	1.00		1.00
Volunteer Coordinator - Animal Control	M	C04	1.00	1.00	1.00		1.00
TOTAL			111.50	134.50	134.50	12.00	136.50

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	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
FINANCE DEPARTMENT							
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	4.00	4.00	4.00		4.00
Administrative Coordinator	M	C04	1.00	1.00	1.00		1.00
TOTAL			19.00	19.00	19.00	0.00	19.00
HUMAN RESOURCES							
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	1.00	1.00	1.00		1.00
Human Resources Assistant RPT	M	C04	0.00	0.75	0.75		0.75
TOTAL			8.75	9.50	9.50	0.00	9.50

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	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
INFORMATION TECHNOLOGY							
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	1.00	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	2.00	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	1.00	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	4.00	4.00	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	1.00	1.00	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
TOTAL			24.00	25.00	25.00	0.00	25.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M	Merit	A	Appointed	G	Grant	
	C	Contract	R	Revenue	E	Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
LAND USE & GROWTH MANAGEMENT							
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
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
Comprehensive Planning							
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
Development Services							
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
Senior Administrative Coordinator	M	C05	1.00	1.00	1.00		1.00
Permits							
Permits Manager	M	C09	1.00	1.00	1.00		1.00
Planner III Stormwater Management	M	C08	1.00	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
Inspections & Compliance							
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
Inspections Coordinator	M	C05	1.00	1.00	1.00		1.00
Zoning							
Planner IV	M	C09		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
TOTAL			29.00	30.00	30.00	0.00	30.00
PLANNING COMMISSION							
Chairman	A		1.00	1.00	1.00		1.00
Member	A		7.00	7.00	7.00		7.00
TOTAL			8.00	8.00	8.00	0.00	8.00
BOARD OF APPEALS							
Chairman	A		1.00	1.00	1.00		1.00
Member	A		5.00	5.00	5.00		5.00
TOTAL			6.00	6.00	6.00	0.00	6.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M C	Merit Contract	A R	Appointed Revenue	G E	Grant Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
PUBLIC WORKS & TRANSPORTATION							
Director	C		1.00	1.00	1.00		1.00
Assistant Director	M	C13	1.00	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
Project Management							
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	0.80	0.80	0.80		0.80
GIS Asset Engineer	M	C07	1.00	1.00	1.00		1.00
Development Review							
Engineer III	M	C11	1.00	1.00	1.00		1.00
Engineer I	M	C08	0.00	0.00	1.00		1.00
Engineer Technician	M	C07	1.00	1.00	0.00		0.00
Coordinator, Development Review	M	C06	1.00	1.00	1.00		1.00
Construction & Inspection							
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	4.00	4.00	4.00		4.00
County Highways							
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
Solid Waste & Recycling							
Manager II, Solid Waste/Recycling	R	C10	0.00	0.00	0.00	1.00	1.00
Manager I, Solid Waste/Recycling	R	C09	1.00	1.00	1.00	-1.00	0.00
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
MS-4 Program							
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	1.00		1.00
Inspector III - MS4	M	C07	0.00	0.00	1.00		1.00
Program Manager - Stormwater Management	M	C09	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	Merit	A	Appointed	G	Grant	
	C	Contract	R	Revenue	E	Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
PUBLIC WORKS & TRANSPORTATION continued:							
Airport							
Airport Maintenance Tech	M	C04	1.00	1.00	1.00		1.00
Transportation & Non-Public School Bus							
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/G	C07	2.00	2.00	2.00		2.00
Trans. Scheduler / Assistant Supervisor	M	C06	1.00	1.00	1.00		1.00
Fiscal Specialist IV	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	C06	0.00	1.00	1.00		1.00
Transportation Specialist	G	C04	2.00	2.00	2.00		2.00
Bus Driver	G	C03	26.60	26.60	26.60		26.60
Mailroom							
Mail Clerk	M	C03	2.00	2.00	2.00		2.00
Building Services							
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	1.00	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	8.00	8.00		8.00
Building Maintenance II	M	C03	11.00	11.00	11.00		11.00
TOTAL			168.40	171.40	171.40	1.00	171.40

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M C	Merit Contract	A R	Appointed Revenue	G E	Grant Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
RECREATION & PARKS							
Director	C		1.00	1.00	1.00		1.00
Deputy Director R&P's	M	C11	1.00	1.00	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 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
Childcare Specialist	M	C07	0.00	0.00	0.00	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
Parks Maintenance							
Manager II, Parks Maintenance	M	C10	1.00	1.00	1.00		1.00
Parks Operations Manager	M	C09	0.00	1.00	1.00		1.00
Coordinator III - R&P Maintenance	M	C08	1.00	1.00	2.00		2.00
Supervisor III	M	C08	1.00	1.00	0.00		0.00
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
Senior Admin Coordinator	M	C05	1.00	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
Museum							
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
Golf Course							
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	1.00	1.00	1.00		1.00
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
TOTAL			41.00	42.00	42.00	1.00	43.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M	Merit	A	Appointed	G	Grant	
	C	Contract	R	Revenue	E	Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
CIRCUIT COURT							
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	G	C07	0.00	1.00	1.00		1.00
Case Manager I	M	C06	2.00	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	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
TOTAL			17.00	18.00	18.00	0.00	18.00
ORPHAN'S COURT							
Chief Orphans Court Judge	E		1.00	1.00	1.00		1.00
Judge	E		2.00	2.00	2.00		2.00
TOTAL			3.00	3.00	3.00	0.00	3.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M C	Merit Contract	A R	Appointed Revenue	G E	Grant Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
SHERIFF'S DEPARTMENT							
Law Enforcement							
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	5.00	5.00	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	SL2	13.00	13.00	13.00		13.00
Deputy	M/C	SL1	62.00	62.00	62.00		62.00
<u>CIVILIAN</u>							
Chief Financial and Administrative Officer	M	C11	0.00	1.00	1.00		1.00
Community Health Nurse	G	C11	1.00	0.00	0.00		0.00
Agency Health Registered Nurse/RN	M	C11	0.00	1.00	1.00		1.00
Community Mental Health Liaison	M	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	1.00	1.00	1.00		1.00
Digital Forensics Examiner	M	C09	1.00	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	1.00	1.00	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	2.00	2.00	2.00		2.00
Crime Lab Technician	M	C08	4.00	5.00	5.00		5.00
Systems Administrator	M	C08	1.00	1.00	1.00		1.00
Supervisor III - SO	M	C08	1.00	1.00	1.00		1.00
Supervisor III - SO Records Div	M	C08	1.00	1.00	1.00		1.00
Coordinator III	M	C08	1.00	1.00	1.00		1.00
Offender Re-Entry Case Manager - Grant	G	C08	1.00	1.00	2.00		2.00
Compliance Control Investigator	M	C07	1.00	1.00	1.00		1.00
Crime Analyst	M	C07	1.00	1.00	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
Training Coordinator	M	C07	1.00	1.00	1.00		1.00
Digital Evidence Manager	M	C07	0.00	1.00	1.00		1.00
Coordinator II	M	C07	0.00	0.00	0.00	1.00	1.00
Coordinator I	M	C06	1.00	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	2.00	1.00
Coordinator, Validation	M	C06	1.00	1.00	1.00		1.00
Property Specialist	M	C06	2.00	2.00	2.00		2.00
Pre-Trial Case Coordinator I	G	C06	1.00	1.00	1.00		1.00
Automated Enforcement Tech.	M	C05	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 C	Merit Contract	A R	Appointed Revenue	G E	Grant Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
SHERIFF'S DEPARTMENT continued:							
Law Enforcement Civilians continued:							
Senior Administrative Coordinator	M	C05	3.00	3.00	3.00		3.00
Victim Rights Advocate	M	C05	1.00	1.00	1.00		0.00
Victim Witness Coordinator	M	C05	1.00	1.00	1.00		1.00
Fingerprinting Technician	M	C05	1.00	1.00	1.00		1.00
Senior Classification Specialist	G/M	C05	6.00	6.00	6.00		6.00
Human Resources Specialist	M	C05	1.00	1.00	1.00		1.00
Admin Coordinator	M	C04	2.00	2.00	2.00		2.00
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	14.00	12.00		12.00
Corrections							
<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
Pre-Trial Service Case Manager	M	C09	1.00	1.00	1.00		1.00
Class Offender Re-Entry Case Manager	M	C09	1.00	1.00	1.00		1.00
Offender Retry Case Manager	M	C08	1.00	1.00	1.00		1.00
Coordinator - Other - ADC	M	C08	1.00	1.00	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
Civilian Corrections Security Specialist II	M	C07	0.00	0.00	2.00		2.00
Pre-Trial Case Coordinator	M	C06	1.00	1.00	1.00	2.00	1.00
Booking Specialist	M	C06	4.00	4.00	4.00		4.00
Civilian Corrections Security Specialist	M	C06	8.00	8.00	6.00		6.00
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
Offender Re-Entry Case Manager	M	C04	0.00	0.00	0.00	1.00	0.00
Court Security							
Court Security Officer	M	C06	9.00	9.00	9.00		9.00
Process Server	M	C03	4.00	4.00	4.00		4.00
TOTAL			373.00	381.00	382.00	6.00	382.00

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M C	Merit Contract	A R	Appointed Revenue	G E	Grant Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
OFFICE OF STATE'S ATTORNEY							
States Attorney	E		1.00	1.00	1.00		1.00
Senior Asst. States Attorney III	A	SA6	1.00	1.00	2.00	1.00	2.00
Senior Asst. States Attorney II	A	SA5	2.00	2.00	2.00		2.00
Chief of District Court	A	SA4	1.00	1.00	0.00		0.00
Chief of Circuit Court	A	SA4	1.00	1.00	2.00		2.00
Senior Asst. States Attorney I	A	SA4	1.00	1.00	1.00		1.00
Asst. States Attorney III	A	SA3	1.00	1.00	2.00		2.00
Asst. States Attorney II	A	SA2	3.00	4.00	1.00		1.00
Asst. States Attorney I	A	SA1	4.00	4.00	5.00		5.00
Community Outreach	M	C11	1.00	1.00	1.00		1.00
Director of Legal Administration	M	C10	1.00	1.00	1.00		1.00
Forensic Scientist (Chemist)	M	C09	1.00	1.00	1.00		1.00
Paralegal	M	C09	6.75	6.75	5.75		5.75
Victim/Witness Advocate Division Director	G	C09	0.00	0.00	1.00	1.00	1.00
Program Manager	G	C08	1.00	1.00	0.00		0.00
Investigator	M	C08	1.00	1.00	1.00	2.00	1.00
SAO Victim/Witness Advoc Div Deputy Director	G	C08	0.00	0.00	1.00	1.00	1.00
Evidence Analyst	M	C07	1.00	1.00	1.00		1.00
Electronic Evidence Analyst	M	C07	1.00	1.00	1.00	1.00	1.00
Electronic Evidence Analyst	G	C07	0.00	0.00	1.00		1.00
Office Manager	M	C07	1.00	1.00	1.00		1.00
Senior Legal Assistant I	M	C07	4.00	4.00	3.00		3.00
Fiscal Specialist IV	M	C06	1.00	1.00	1.00		1.00
Law Clerk (2501)	R	C06	1.00	1.00	1.00		1.00
Senior Legal Assistant SAO	M	C06	13.00	13.00	11.00		11.00
SAO Victim/Witness Advocate Coordinator	G	C06	0.00	0.00	5.00	3.00	5.00
SAO Victim/Witness Services Sr. Legal Asst.	G	C06	0.00	0.00	1.00		1.00
Legal Assistant II	M	C05	2.00	2.00	1.00		1.00
Legal Assistant I (NO OPEB)	M/G	C04	1.00	1.00	0.00		0.00
TOTAL			51.75	52.75	54.75	9.00	54.75

AUTHORIZED COUNTY GOVERNMENT POSITIONS

This position and grade authorization chart includes only budgeted full-time and regular part-time positions.							
	M	Merit	A	Appointed	G	Grant	
	C	Contract	R	Revenue	E	Elected	
POSITION		Level	FY2023 Adjusted	FY2024 Approved	FY2024 Adjusted	FY2025 Request	FY2025 Approved
TREASURER							
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	4.00	4.00		4.00
TOTAL			5.00	6.00	6.00	0.00	6.00
SOCIAL SERVICES							
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
TOTAL			2.00	2.00	2.00	0.00	2.00
ALCOHOL BEVERAGE OFFICE							
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	1.00
TOTAL			2.25	2.25	2.25	0.50	2.75
ALCOHOL BEVERAGE BOARD							
Chairman	A		1.00	1.00	1.00		1.00
Member	A		4.00	4.00	4.00		4.00
TOTAL			5.00	5.00	5.00	0.00	5.00
BOARD OF ELECTIONS							
Member	A		5.00	5.00	5.00		5.00
TOTAL			5.00	5.00	5.00	0.00	5.00
TOTAL COUNTY GOVERNMENT			957.40	1002.65	1005.65	32.50	1010.15

Schedule of Pay Differentials, Premium Pay and Insurance Premiums (FY2025)

Type of Pay	Reference*	Amount
Shift Differential	Para 1908 / 4.5	\$2.00 per hour
ECC & EMS 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 to eligible employees who waive participation in the County medical, prescription and vision insurance coverage
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	1% all full and regular part-time employees, effective 7/1/24
Market Adjustment	Para 1801, 1802	3.66% merit scale market adjustment - 1st of 3 year phase-in
		3% market adjustment for sworn law enforcement and corrections officers - effective 7/1/24
Merit Increase	Para 1811, (a) and (b)	2.5% step increase for eligible employees with at least satisfactory performance, awarded at the anniversary date
		2.5% stipend for sworn employees at TOG, awarded at the anniversary date

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

St. Mary's County Government Merit Salary Schedule - 1% Cola Increase and 3.66% Market Adjustment Effective July 1, 2024

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	
1	Annual Salary:	\$32,676.80	\$33,529.60	\$34,340.80	\$35,235.20	\$36,088.00	\$36,961.60	\$37,876.80	\$38,896.00	\$39,832.00	\$40,830.40	\$41,828.80	\$42,931.20
	Bi-Weekly Pay:	\$1,256.80	\$1,289.60	\$1,320.80	\$1,355.20	\$1,388.00	\$1,421.60	\$1,456.80	\$1,496.00	\$1,532.00	\$1,570.40	\$1,608.80	\$1,651.20
	Hourly Rate:	\$15.71	\$16.12	\$16.51	\$16.94	\$17.35	\$17.77	\$18.21	\$18.70	\$19.15	\$19.63	\$20.11	\$20.64
2	Annual Salary:	\$36,046.40	\$36,920.00	\$37,814.40	\$38,833.60	\$39,728.00	\$40,768.00	\$41,766.40	\$42,848.00	\$43,867.20	\$44,969.60	\$46,113.60	\$47,278.40
	Bi-Weekly Pay:	\$1,386.40	\$1,420.00	\$1,454.40	\$1,493.60	\$1,528.00	\$1,568.00	\$1,606.40	\$1,648.00	\$1,687.20	\$1,729.60	\$1,773.60	\$1,818.40
	Hourly Rate:	\$17.33	\$17.75	\$18.18	\$18.67	\$19.10	\$19.60	\$20.08	\$20.60	\$21.09	\$21.62	\$22.17	\$22.73
3	Annual Salary:	\$39,520.00	\$40,580.80	\$41,558.40	\$42,577.60	\$43,659.20	\$44,740.80	\$45,822.40	\$47,049.60	\$48,152.00	\$49,400.00	\$50,606.40	\$51,896.00
	Bi-Weekly Pay:	\$1,520.00	\$1,560.80	\$1,598.40	\$1,637.60	\$1,679.20	\$1,720.80	\$1,762.40	\$1,809.60	\$1,852.00	\$1,900.00	\$1,946.40	\$1,996.00
	Hourly Rate:	\$19.00	\$19.51	\$19.98	\$20.47	\$20.99	\$21.51	\$22.03	\$22.62	\$23.15	\$23.75	\$24.33	\$24.95
4	Annual Salary:	\$43,472.00	\$44,532.80	\$45,676.80	\$46,841.60	\$47,985.60	\$49,233.60	\$50,377.60	\$51,688.00	\$52,936.00	\$54,308.80	\$55,640.00	\$57,033.60
	Bi-Weekly Pay:	\$1,672.00	\$1,712.80	\$1,756.80	\$1,801.60	\$1,845.60	\$1,893.60	\$1,937.60	\$1,988.00	\$2,036.00	\$2,088.80	\$2,140.00	\$2,193.60
	Hourly Rate:	\$20.90	\$21.41	\$21.96	\$22.52	\$23.07	\$23.67	\$24.22	\$24.85	\$25.45	\$26.11	\$26.75	\$27.42
5	Annual Salary:	\$47,756.80	\$48,942.40	\$50,169.60	\$51,438.40	\$52,686.40	\$54,059.20	\$55,390.40	\$56,825.60	\$58,219.20	\$59,675.20	\$61,152.00	\$62,691.20
	Bi-Weekly Pay:	\$1,836.80	\$1,882.40	\$1,929.60	\$1,978.40	\$2,026.40	\$2,079.20	\$2,130.40	\$2,185.60	\$2,239.20	\$2,295.20	\$2,352.00	\$2,411.20
	Hourly Rate:	\$22.96	\$23.53	\$24.12	\$24.73	\$25.33	\$25.99	\$26.63	\$27.32	\$27.99	\$28.69	\$29.40	\$30.14
6	Annual Salary:	\$53,393.60	\$54,704.00	\$56,076.80	\$57,491.20	\$58,926.40	\$60,424.00	\$61,796.80	\$63,460.80	\$65,020.80	\$66,643.20	\$68,348.80	\$70,012.80
	Bi-Weekly Pay:	\$2,053.60	\$2,104.00	\$2,156.80	\$2,211.20	\$2,266.40	\$2,324.00	\$2,376.80	\$2,440.80	\$2,500.80	\$2,563.20	\$2,628.80	\$2,692.80
	Hourly Rate:	\$25.67	\$26.30	\$26.96	\$27.64	\$28.33	\$29.05	\$29.71	\$30.51	\$31.26	\$32.04	\$32.86	\$33.66
7	Annual Salary:	\$59,716.80	\$61,193.60	\$62,795.20	\$64,272.00	\$65,873.60	\$67,600.00	\$69,243.20	\$71,011.20	\$72,779.20	\$74,547.20	\$76,460.80	\$78,353.60
	Bi-Weekly Pay:	\$2,296.80	\$2,353.60	\$2,415.20	\$2,472.00	\$2,533.60	\$2,600.00	\$2,663.20	\$2,731.20	\$2,799.20	\$2,867.20	\$2,940.80	\$3,013.60
	Hourly Rate:	\$28.71	\$29.42	\$30.19	\$30.90	\$31.67	\$32.50	\$33.29	\$34.14	\$34.99	\$35.84	\$36.76	\$37.67
8	Annual Salary:	\$66,830.40	\$68,515.20	\$70,262.40	\$71,968.00	\$73,798.40	\$75,628.80	\$77,542.40	\$79,497.60	\$81,432.00	\$83,470.40	\$85,550.40	\$87,755.20
	Bi-Weekly Pay:	\$2,570.40	\$2,635.20	\$2,702.40	\$2,768.00	\$2,838.40	\$2,908.80	\$2,982.40	\$3,057.60	\$3,132.00	\$3,210.40	\$3,290.40	\$3,375.20
	Hourly Rate:	\$32.13	\$32.94	\$33.78	\$34.60	\$35.48	\$36.36	\$37.28	\$38.22	\$39.15	\$40.13	\$41.13	\$42.19
9	Annual Salary:	\$74,651.20	\$76,606.40	\$78,478.40	\$80,475.20	\$82,451.20	\$84,510.40	\$86,590.40	\$88,816.00	\$91,041.60	\$93,267.20	\$95,659.20	\$97,988.80
	Bi-Weekly Pay:	\$2,871.20	\$2,946.40	\$3,018.40	\$3,095.20	\$3,171.20	\$3,250.40	\$3,330.40	\$3,416.00	\$3,501.60	\$3,587.20	\$3,679.20	\$3,768.80
	Hourly Rate:	\$35.89	\$36.83	\$37.73	\$38.69	\$39.64	\$40.63	\$41.63	\$42.70	\$43.77	\$44.84	\$45.99	\$47.11
10	Annual Salary:	\$85,800.00	\$87,921.60	\$90,126.40	\$92,372.80	\$94,681.60	\$97,073.60	\$99,486.40	\$102,003.20	\$104,540.80	\$107,182.40	\$109,824.00	\$112,611.20
	Bi-Weekly Pay:	\$3,300.00	\$3,381.60	\$3,466.40	\$3,552.80	\$3,641.60	\$3,733.60	\$3,826.40	\$3,923.20	\$4,020.80	\$4,122.40	\$4,224.00	\$4,331.20
	Hourly Rate:	\$41.25	\$42.27	\$43.33	\$44.41	\$45.52	\$46.67	\$47.83	\$49.04	\$50.26	\$51.53	\$52.80	\$54.14
11	Annual Salary:	\$98,592.00	\$101,004.80	\$103,542.40	\$106,163.20	\$108,763.20	\$111,508.80	\$114,296.00	\$117,166.40	\$120,078.40	\$123,156.80	\$126,193.60	\$129,376.00
	Bi-Weekly Pay:	\$3,792.00	\$3,884.80	\$3,982.40	\$4,083.20	\$4,183.20	\$4,288.80	\$4,396.00	\$4,506.40	\$4,618.40	\$4,736.80	\$4,853.60	\$4,976.00
	Hourly Rate:	\$47.40	\$48.56	\$49.78	\$51.04	\$52.29	\$53.61	\$54.95	\$56.33	\$57.73	\$59.21	\$60.67	\$62.20
12	Annual Salary:	\$113,360.00	\$116,188.80	\$119,100.80	\$122,054.40	\$125,091.20	\$128,252.80	\$131,497.60	\$134,742.40	\$138,112.00	\$141,585.60	\$145,163.20	\$148,761.60
	Bi-Weekly Pay:	\$4,360.00	\$4,468.80	\$4,580.80	\$4,694.40	\$4,811.20	\$4,932.80	\$5,057.60	\$5,182.40	\$5,312.00	\$5,445.60	\$5,583.20	\$5,721.60
	Hourly Rate:	\$54.50	\$55.86	\$57.26	\$58.68	\$60.14	\$61.66	\$63.22	\$64.78	\$66.40	\$68.07	\$69.79	\$71.52
13	Annual Salary:	\$130,353.60	\$133,619.20	\$136,947.20	\$140,358.40	\$143,894.40	\$147,492.80	\$151,174.40	\$154,980.80	\$158,828.80	\$162,843.20	\$166,899.20	\$171,080.00
	Bi-Weekly Pay:	\$5,013.60	\$5,139.20	\$5,267.20	\$5,394.40	\$5,534.40	\$5,672.80	\$5,814.40	\$5,960.80	\$6,108.80	\$6,263.20	\$6,419.20	\$6,580.00
	Hourly Rate:	\$62.67	\$64.24	\$65.84	\$67.48	\$69.18	\$70.91	\$72.68	\$74.51	\$76.36	\$78.29	\$80.24	\$82.25
14	Annual Salary:	\$140,129.60	\$143,644.80	\$147,243.20	\$150,883.20	\$154,710.40	\$158,558.40	\$162,531.20	\$166,628.80	\$170,726.40	\$175,052.80	\$179,420.80	\$183,892.80
	Bi-Weekly Pay:	\$5,389.60	\$5,524.80	\$5,663.20	\$5,803.20	\$5,950.40	\$6,098.40	\$6,251.20	\$6,408.80	\$6,566.40	\$6,732.80	\$6,900.80	\$7,072.80
	Hourly Rate:	\$67.37	\$69.06	\$70.79	\$72.54	\$74.38	\$76.23	\$78.14	\$80.11	\$82.08	\$84.16	\$86.26	\$88.41

St. Mary's County Government Merit Salary Schedule - 1% Cola Increase and 3.66% Market Adjustment Effective July 1, 2024														
Grade	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23			
1	Annual Salary:	\$43,971.20	\$45,052.80	\$46,259.20	\$47,361.60	\$48,526.40	\$49,732.80	\$50,980.80	\$52,270.40	\$53,580.80	\$54,912.00	\$56,305.60		
	Bi-Weekly Pay:	\$1,691.20	\$1,732.80	\$1,779.20	\$1,821.60	\$1,866.60	\$1,912.80	\$1,960.80	\$2,010.40	\$2,060.80	\$2,112.00	\$2,165.60		
	Hourly Rate:	\$21.14	\$21.66	\$22.24	\$22.77	\$23.33	\$23.91	\$24.51	\$25.13	\$25.76	\$26.40	\$27.07		
2	Annual Salary:	\$48,464.00	\$49,649.60	\$50,876.80	\$52,208.00	\$53,476.80	\$54,828.80	\$56,180.80	\$57,595.20	\$59,030.40	\$60,528.00	\$62,004.80		
	Bi-Weekly Pay:	\$1,864.00	\$1,909.60	\$1,956.80	\$2,008.00	\$2,056.80	\$2,108.80	\$2,160.80	\$2,215.20	\$2,270.40	\$2,328.00	\$2,384.80		
	Hourly Rate:	\$23.30	\$23.87	\$24.46	\$25.10	\$25.71	\$26.36	\$27.01	\$27.69	\$28.38	\$29.10	\$29.81		
3	Annual Salary:	\$53,164.80	\$54,475.20	\$55,868.80	\$57,283.20	\$58,718.40	\$60,174.40	\$61,651.20	\$63,211.20	\$64,812.80	\$66,435.20	\$68,078.40		
	Bi-Weekly Pay:	\$2,044.80	\$2,095.20	\$2,148.80	\$2,203.20	\$2,258.40	\$2,314.40	\$2,371.20	\$2,431.20	\$2,492.80	\$2,555.20	\$2,618.40		
	Hourly Rate:	\$25.56	\$26.19	\$26.86	\$27.54	\$28.23	\$28.93	\$29.64	\$30.39	\$31.16	\$31.94	\$32.73		
4	Annual Salary:	\$58,427.20	\$59,945.60	\$61,401.60	\$62,961.60	\$64,521.60	\$66,164.80	\$67,808.00	\$69,513.60	\$71,260.80	\$73,049.60	\$74,838.40		
	Bi-Weekly Pay:	\$2,247.20	\$2,305.60	\$2,361.60	\$2,421.60	\$2,481.60	\$2,544.80	\$2,608.00	\$2,673.60	\$2,740.80	\$2,809.60	\$2,878.40		
	Hourly Rate:	\$28.09	\$28.82	\$29.52	\$30.27	\$31.02	\$31.81	\$32.60	\$33.42	\$34.26	\$35.12	\$35.98		
5	Annual Salary:	\$64,188.80	\$65,811.20	\$67,475.20	\$69,160.00	\$70,907.20	\$72,612.80	\$74,464.00	\$76,336.00	\$78,249.60	\$80,184.00	\$82,222.40		
	Bi-Weekly Pay:	\$2,468.80	\$2,531.20	\$2,595.20	\$2,660.00	\$2,727.20	\$2,792.80	\$2,864.00	\$2,936.00	\$3,009.60	\$3,084.00	\$3,162.40		
	Hourly Rate:	\$30.86	\$31.64	\$32.44	\$33.25	\$34.09	\$34.91	\$35.80	\$36.70	\$37.62	\$38.55	\$39.53		
6	Annual Salary:	\$71,780.80	\$73,590.40	\$75,441.60	\$77,313.60	\$79,206.40	\$81,203.20	\$83,241.60	\$85,321.60	\$87,443.20	\$89,627.20	\$91,873.60		
	Bi-Weekly Pay:	\$2,760.80	\$2,830.40	\$2,901.60	\$2,973.60	\$3,046.40	\$3,123.20	\$3,201.60	\$3,281.60	\$3,363.20	\$3,447.20	\$3,533.60		
	Hourly Rate:	\$34.51	\$35.38	\$36.27	\$37.17	\$38.08	\$39.04	\$40.02	\$41.02	\$42.04	\$43.09	\$44.17		
7	Annual Salary:	\$80,329.60	\$82,326.40	\$84,406.40	\$86,486.40	\$88,670.40	\$90,875.20	\$93,142.40	\$95,430.40	\$97,822.40	\$100,256.00	\$102,752.00		
	Bi-Weekly Pay:	\$3,089.60	\$3,166.40	\$3,246.40	\$3,326.40	\$3,410.40	\$3,495.20	\$3,582.40	\$3,670.40	\$3,762.40	\$3,856.00	\$3,952.00		
	Hourly Rate:	\$38.62	\$39.58	\$40.58	\$41.58	\$42.63	\$43.69	\$44.78	\$45.88	\$47.03	\$48.20	\$49.40		
8	Annual Salary:	\$89,960.00	\$92,123.20	\$94,452.80	\$96,803.20	\$99,236.80	\$101,753.60	\$104,291.20	\$106,870.40	\$109,553.60	\$112,299.20	\$115,086.40		
	Bi-Weekly Pay:	\$3,460.00	\$3,543.20	\$3,632.80	\$3,723.20	\$3,816.80	\$3,913.60	\$4,011.20	\$4,110.40	\$4,213.60	\$4,319.20	\$4,426.40		
	Hourly Rate:	\$43.25	\$44.29	\$45.41	\$46.54	\$47.71	\$48.92	\$50.14	\$51.38	\$52.67	\$53.99	\$55.33		
9	Annual Salary:	\$100,484.80	\$102,960.00	\$105,539.20	\$108,222.40	\$110,884.80	\$113,672.00	\$116,521.60	\$119,412.80	\$122,387.20	\$125,465.60	\$128,585.60		
	Bi-Weekly Pay:	\$3,864.80	\$3,960.00	\$4,059.20	\$4,162.40	\$4,264.80	\$4,372.00	\$4,481.60	\$4,592.80	\$4,707.20	\$4,825.60	\$4,945.60		
	Hourly Rate:	\$48.31	\$49.50	\$50.74	\$52.03	\$53.31	\$54.65	\$56.02	\$57.41	\$58.84	\$60.32	\$61.82		
10	Annual Salary:	\$115,377.60	\$118,289.60	\$121,243.20	\$124,217.60	\$127,316.80	\$130,540.80	\$133,785.60	\$137,196.80	\$140,649.60	\$144,144.00	\$147,742.40		
	Bi-Weekly Pay:	\$4,437.60	\$4,549.60	\$4,663.20	\$4,777.60	\$4,896.80	\$5,020.80	\$5,145.60	\$5,276.80	\$5,409.60	\$5,544.00	\$5,682.40		
	Hourly Rate:	\$55.47	\$56.87	\$58.29	\$59.72	\$61.21	\$62.76	\$64.32	\$65.96	\$67.62	\$69.30	\$71.03		
11	Annual Salary:	\$132,600.00	\$135,865.60	\$139,276.80	\$142,771.20	\$146,307.20	\$150,009.60	\$153,732.80	\$157,622.40	\$161,553.60	\$165,588.80	\$169,748.80		
	Bi-Weekly Pay:	\$5,100.00	\$5,225.60	\$5,356.80	\$5,491.20	\$5,627.20	\$5,769.60	\$5,912.80	\$6,062.40	\$6,213.60	\$6,368.80	\$6,528.80		
	Hourly Rate:	\$63.75	\$65.32	\$66.96	\$68.64	\$70.34	\$72.12	\$73.91	\$75.78	\$77.67	\$79.61	\$81.61		
12	Annual Salary:	\$152,443.20	\$156,270.40	\$160,180.80	\$164,132.80	\$168,292.80	\$172,494.40	\$176,800.00	\$181,230.40	\$185,744.00	\$190,382.40	\$195,166.40		
	Bi-Weekly Pay:	\$5,863.20	\$6,010.40	\$6,160.80	\$6,312.80	\$6,472.80	\$6,634.40	\$6,800.00	\$6,970.40	\$7,144.00	\$7,322.40	\$7,506.40		
	Hourly Rate:	\$73.29	\$75.13	\$77.01	\$78.91	\$80.91	\$82.93	\$85.00	\$87.13	\$89.30	\$91.53	\$93.83		
13	Annual Salary:	\$175,323.20	\$179,712.00	\$184,225.60	\$188,822.40	\$193,544.00	\$198,369.60	\$203,278.40	\$208,436.80	\$213,636.80	\$219,003.20	\$224,452.80		
	Bi-Weekly Pay:	\$6,743.20	\$6,912.00	\$7,085.60	\$7,262.40	\$7,444.00	\$7,629.60	\$7,818.40	\$8,016.80	\$8,216.80	\$8,423.20	\$8,632.80		
	Hourly Rate:	\$84.29	\$86.40	\$88.57	\$90.78	\$93.05	\$95.37	\$97.73	\$100.21	\$102.71	\$105.29	\$107.91		
14	Annual Salary:	\$188,468.80	\$193,190.40	\$198,016.00	\$202,966.40	\$208,062.40	\$213,241.60	\$218,524.80	\$224,057.60	\$229,652.80	\$235,414.40	\$241,300.80		
	Bi-Weekly Pay:	\$7,248.80	\$7,430.40	\$7,616.00	\$7,806.40	\$8,002.40	\$8,201.60	\$8,404.80	\$8,617.60	\$8,832.80	\$9,054.40	\$9,280.80		
	Hourly Rate:	\$90.61	\$92.88	\$95.20	\$97.58	\$100.03	\$102.52	\$105.06	\$107.72	\$110.41	\$113.18	\$116.01		

St. Mary's County Government Sworn Law Enforcement Salary Schedule - 1% Cola Increase and 3% Market Adjustment Effective July 1, 2024

GRADE	STEP 1 (BASE)	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
DEPUTY										
Annual	\$65,582.40	\$68,848.00	\$72,300.80	\$75,899.20	\$79,726.40	\$83,699.20	\$85,779.20	\$87,921.60	\$90,126.40	\$92,414.40
Bi-Weekly	\$2,522.40	\$2,648.00	\$2,780.80	\$2,919.20	\$3,066.40	\$3,219.20	\$3,299.20	\$3,381.60	\$3,466.40	\$3,554.40
Hourly Rate:	\$31.53	\$33.10	\$34.76	\$36.49	\$38.33	\$40.24	\$41.24	\$42.27	\$43.33	\$44.43
DEPUTY FIRST CLASS / DFC										
Annual	\$75,192.00	\$78,998.40	\$82,888.00	\$87,068.80	\$91,416.00	\$95,971.20	\$98,384.00	\$100,838.40	\$103,376.00	\$105,934.40
Bi-Weekly	\$2,892.00	\$3,038.40	\$3,188.00	\$3,348.80	\$3,516.00	\$3,691.20	\$3,784.00	\$3,878.40	\$3,976.00	\$4,074.40
Hourly Rate:	\$36.15	\$37.98	\$39.85	\$41.86	\$43.95	\$46.14	\$47.30	\$48.48	\$49.70	\$50.93
CORPORAL										
Annual	\$80,496.00	\$84,489.60	\$88,712.00	\$93,142.40	\$97,822.40	\$102,731.20	\$105,268.80	\$107,910.40	\$110,593.60	\$113,360.00
Bi-Weekly	\$3,096.00	\$3,249.60	\$3,412.00	\$3,582.40	\$3,762.40	\$3,951.20	\$4,048.80	\$4,150.40	\$4,253.60	\$4,360.00
Hourly Rate:	\$38.70	\$40.62	\$42.65	\$44.78	\$47.03	\$49.39	\$50.61	\$51.88	\$53.17	\$54.50
SERGEANT										
Annual	\$86,112.00	\$90,417.60	\$94,931.20	\$99,694.40	\$104,644.80	\$109,907.20	\$112,652.80	\$115,440.00	\$118,372.80	\$121,305.60
Bi-Weekly	\$3,312.00	\$3,477.60	\$3,651.20	\$3,834.40	\$4,024.80	\$4,227.20	\$4,332.80	\$4,440.00	\$4,552.80	\$4,665.60
Hourly Rate:	\$41.40	\$43.47	\$45.64	\$47.93	\$50.31	\$52.84	\$54.16	\$55.50	\$56.91	\$58.32
LIEUTENANT										
Annual	\$96,449.60	\$101,275.20	\$106,308.80	\$111,633.60	\$117,228.80	\$123,073.60	\$126,172.80	\$129,292.80	\$132,558.40	\$135,844.80
Bi-Weekly	\$3,709.60	\$3,895.20	\$4,088.80	\$4,293.60	\$4,508.80	\$4,733.60	\$4,852.80	\$4,972.80	\$5,098.40	\$5,224.80
Hourly Rate:	\$46.37	\$48.69	\$51.11	\$53.67	\$56.36	\$59.17	\$60.66	\$62.16	\$63.73	\$65.31
CAPTAIN										
Annual	\$103,209.60	\$108,368.00	\$113,755.20	\$119,412.80	\$125,424.00	\$131,705.60	\$134,971.20	\$138,361.60	\$141,835.20	\$145,392.00
Bi-Weekly	\$3,969.60	\$4,168.00	\$4,375.20	\$4,592.80	\$4,824.00	\$5,065.60	\$5,191.20	\$5,321.60	\$5,455.20	\$5,592.00
Hourly Rate:	\$49.62	\$52.10	\$54.69	\$57.41	\$60.30	\$63.32	\$64.89	\$66.52	\$68.19	\$69.90
MAJOR										
Annual	\$110,406.40	\$115,918.40	\$121,680.00	\$127,836.80	\$134,180.80	\$140,920.00	\$144,435.20	\$148,033.60	\$151,777.60	\$155,542.40
Bi-Weekly	\$4,246.40	\$4,458.40	\$4,680.00	\$4,916.80	\$5,160.80	\$5,420.00	\$5,555.20	\$5,693.60	\$5,837.60	\$5,982.40
Hourly Rate:	\$53.08	\$55.73	\$58.50	\$61.46	\$64.51	\$67.75	\$69.44	\$71.17	\$72.97	\$74.78

St. Mary's County Government Sworn Law Enforcement Salary Schedule - 1% Cola Increase and 3% Market Adjustment Effective July 1, 2024

GRADE	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19
DEPUTY Annual	\$94,723.20	\$97,073.60	\$99,528.00	\$102,003.20	\$104,520.00	\$107,182.40	\$109,844.80	\$112,611.20	\$118,248.00
DEP Bi-Weekly	\$3,643.20	\$3,733.60	\$3,828.00	\$3,923.20	\$4,020.00	\$4,122.40	\$4,224.80	\$4,331.20	\$4,548.00
SL1 Hourly	\$45.54	\$46.67	\$47.85	\$49.04	\$50.25	\$51.53	\$52.81	\$54.14	\$56.85
DEPUTY FIRST Annual	\$108,576.00	\$111,321.60	\$114,108.80	\$116,979.20	\$119,849.60	\$122,886.40	\$125,944.00	\$129,084.80	\$135,574.40
CLASS / DFC Bi-Weekly	\$4,176.00	\$4,281.60	\$4,388.80	\$4,499.20	\$4,609.60	\$4,726.40	\$4,844.00	\$4,964.80	\$5,214.40
SL2 Hourly	\$52.20	\$53.52	\$54.86	\$56.24	\$57.62	\$59.08	\$60.55	\$62.06	\$65.18
CORPORAL Annual	\$116,188.80	\$119,129.92	\$122,096.00	\$125,132.80	\$128,252.80	\$131,476.80	\$134,742.40	\$138,153.60	\$145,038.40
CPL Bi-Weekly	\$4,468.80	\$4,581.92	\$4,696.00	\$4,812.80	\$4,932.80	\$5,056.80	\$5,182.40	\$5,313.60	\$5,578.40
SL3 Hourly	\$55.86	\$57.27	\$58.70	\$60.16	\$61.66	\$63.21	\$64.78	\$66.42	\$69.73
SERGEANT Annual	\$124,342.40	\$127,420.80	\$130,624.00	\$133,910.40	\$137,259.20	\$140,670.40	\$144,227.20	\$147,804.80	\$155,188.80
SGT Bi-Weekly	\$4,782.40	\$4,900.80	\$5,024.00	\$5,150.40	\$5,279.20	\$5,410.40	\$5,547.20	\$5,684.80	\$5,968.80
SL4 Hourly	\$59.78	\$61.26	\$62.80	\$64.38	\$65.99	\$67.63	\$69.34	\$71.06	\$74.61
LIEUTENANT Annual	\$139,276.80	\$142,729.60	\$146,286.40	\$149,926.40	\$153,712.00	\$157,560.00	\$161,491.20	\$165,547.20	\$173,804.80
LT Bi-Weekly	\$5,356.80	\$5,489.60	\$5,626.40	\$5,766.40	\$5,912.00	\$6,060.00	\$6,211.20	\$6,367.20	\$6,684.80
SL5 Hourly	\$66.96	\$68.62	\$70.33	\$72.08	\$73.90	\$75.75	\$77.64	\$79.59	\$83.56
CAPTAIN Annual	\$149,011.20	\$152,755.20	\$156,540.80	\$160,451.20	\$164,465.60	\$168,584.00	\$172,806.40	\$177,132.80	\$185,952.00
CAPT Bi-Weekly	\$5,731.20	\$5,875.20	\$6,020.80	\$6,171.20	\$6,325.60	\$6,484.00	\$6,646.40	\$6,812.80	\$7,152.00
SL6 Hourly	\$71.64	\$73.44	\$75.26	\$77.14	\$79.07	\$81.05	\$83.08	\$85.16	\$89.40
MAJOR Annual	\$159,452.80	\$163,446.40	\$167,502.40	\$171,662.40	\$175,968.00	\$180,356.80	\$184,891.20	\$189,529.60	\$198,993.60
MAJ Bi-Weekly	\$6,132.80	\$6,286.40	\$6,442.40	\$6,602.40	\$6,768.00	\$6,936.80	\$7,111.20	\$7,289.60	\$7,653.60
SL7 Hourly	\$76.66	\$78.58	\$80.53	\$82.53	\$84.60	\$86.71	\$88.89	\$91.12	\$95.67

St. Mary's County Government Corrections Salary Schedule - 1% Cola Increase and 3% Market Adjustment Effective July 1, 2024

GRADE	STEP 1 (Base)	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
CORRECTIONAL OFFICER - CO D01	Annual	\$54,516.80	\$56,160.00	\$57,865.60	\$59,592.00	\$61,360.00	\$63,232.00	\$65,124.80	\$67,059.20	\$69,076.80
	Bi-Weekly	\$2,096.80	\$2,160.00	\$2,225.60	\$2,292.00	\$2,360.00	\$2,432.00	\$2,504.80	\$2,579.20	\$2,656.80
	Hourly Rate:	\$26.21	\$27.00	\$27.82	\$28.65	\$29.50	\$30.40	\$31.31	\$32.24	\$33.21
CORRECTIONAL OFFICER 1ST CLASS COI / DO2	Annual	\$58,884.80	\$60,652.80	\$62,504.00	\$64,355.20	\$66,289.60	\$68,286.40	\$70,324.80	\$72,404.80	\$74,588.80
	Bi-Weekly	\$2,264.80	\$2,332.80	\$2,404.00	\$2,475.20	\$2,549.60	\$2,626.40	\$2,704.80	\$2,784.80	\$2,868.80
	Hourly Rate:	\$28.31	\$29.16	\$30.05	\$30.94	\$31.87	\$32.83	\$33.81	\$34.81	\$35.86
CORPORAL COII D03	Annual	\$64,688.00	\$66,622.40	\$68,640.00	\$70,699.20	\$72,820.80	\$75,004.80	\$77,230.40	\$79,560.00	\$81,931.20
	Bi-Weekly	\$2,488.00	\$2,562.40	\$2,640.00	\$2,719.20	\$2,800.80	\$2,884.80	\$2,970.40	\$3,060.00	\$3,151.20
	Hourly Rate:	\$31.10	\$32.03	\$33.00	\$33.99	\$35.01	\$36.06	\$37.13	\$38.25	\$39.39
SERGEANT COIII D04	Annual	\$72,051.20	\$73,860.80	\$75,712.00	\$77,625.60	\$79,560.00	\$81,556.80	\$83,595.20	\$85,675.20	\$87,817.60
	Bi-Weekly	\$2,771.20	\$2,840.80	\$2,912.00	\$2,985.60	\$3,060.00	\$3,136.80	\$3,215.20	\$3,295.20	\$3,377.60
	Hourly Rate:	\$34.64	\$35.51	\$36.40	\$37.32	\$38.25	\$39.21	\$40.19	\$41.19	\$42.22
LIEUTENANT CO IV D05	Annual	\$80,433.60	\$82,846.40	\$85,321.60	\$87,900.80	\$90,542.40	\$93,246.40	\$96,033.60	\$98,945.60	\$101,899.20
	Bi-Weekly	\$3,093.60	\$3,186.40	\$3,281.60	\$3,380.80	\$3,482.40	\$3,586.40	\$3,693.60	\$3,805.60	\$3,919.20
	Hourly Rate:	\$38.67	\$39.83	\$41.02	\$42.26	\$43.53	\$44.83	\$46.17	\$47.57	\$48.99
CAPTAIN CO V D06	Annual	\$89,856.00	\$92,123.20	\$94,411.20	\$96,782.40	\$99,195.20	\$101,670.40	\$104,208.00	\$106,808.00	\$109,491.20
	Bi-Weekly	\$3,456.00	\$3,543.20	\$3,631.20	\$3,722.40	\$3,815.20	\$3,910.40	\$4,008.00	\$4,108.00	\$4,211.20
	Hourly Rate:	\$43.20	\$44.29	\$45.39	\$46.53	\$47.69	\$48.88	\$50.10	\$51.35	\$52.64
DEPUTY WARDEN Civilian Grade 11 D07	Annual	\$92,144.00	\$94,910.40	\$97,739.20	\$100,692.80	\$103,708.80	\$106,808.00	\$110,011.20	\$113,297.60	\$116,688.00
	Bi-Weekly	\$3,544.00	\$3,650.40	\$3,759.20	\$3,872.80	\$3,988.80	\$4,108.00	\$4,231.20	\$4,357.60	\$4,488.00
	Hourly Rate:	\$44.30	\$45.63	\$46.99	\$48.41	\$49.86	\$51.35	\$52.89	\$54.47	\$56.10
MAJOR / WARDEN CO VI D08	Annual	\$105,934.40	\$109,116.80	\$112,403.20	\$115,772.80	\$119,246.40	\$122,844.80	\$126,484.80	\$130,270.40	\$134,201.60
	Bi-Weekly	\$4,074.40	\$4,196.80	\$4,323.20	\$4,452.80	\$4,586.40	\$4,724.80	\$4,864.80	\$5,010.40	\$5,161.60
	Hourly Rate:	\$50.93	\$52.46	\$54.04	\$55.66	\$57.33	\$59.06	\$60.81	\$62.63	\$64.52

St. Mary's County Government Corrections Salary Schedule - 1% Cola Increase and 3% Market Adjustment Effective July 1, 2024

GRADE	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19
CORRECTIONAL	Annual	\$72,924.80	\$74,755.20	\$76,606.40	\$78,540.80	\$80,516.80	\$82,572.80	\$84,673.60	\$86,836.80
OFFICER - CO	Bi-Weekly	\$2,804.80	\$2,875.20	\$2,946.40	\$3,020.80	\$3,096.80	\$3,252.80	\$3,333.60	\$3,416.80
D01	Hourly Rate:	\$35.06	\$35.94	\$36.83	\$37.76	\$38.71	\$40.66	\$41.67	\$42.71
CORRECTIONAL	Annual	\$78,748.80	\$80,724.80	\$82,742.40	\$84,801.60	\$86,923.20	\$91,332.80	\$93,600.00	\$95,950.40
OFFICER 1ST CLASS	Bi-Weekly	\$3,028.80	\$3,104.80	\$3,182.40	\$3,261.60	\$3,343.20	\$3,512.80	\$3,600.00	\$3,690.40
COI / D02	Hourly Rate:	\$37.86	\$38.81	\$39.78	\$40.77	\$41.79	\$43.91	\$45.00	\$46.13
CORPORAL	Annual	\$86,091.20	\$88,275.20	\$90,459.20	\$92,705.60	\$95,035.20	\$99,840.00	\$102,315.20	\$104,873.60
COII	Bi-Weekly	\$3,311.20	\$3,395.20	\$3,479.20	\$3,565.60	\$3,655.20	\$3,840.00	\$3,935.20	\$4,033.60
D03	Hourly Rate:	\$41.39	\$42.44	\$43.49	\$44.57	\$45.69	\$48.00	\$49.19	\$50.42
SERGEANT	Annual	\$92,248.00	\$94,556.80	\$96,948.80	\$99,340.80	\$101,836.80	\$106,974.40	\$109,657.60	\$112,403.20
COIII	Bi-Weekly	\$3,548.00	\$3,636.80	\$3,728.80	\$3,820.80	\$3,916.80	\$4,114.40	\$4,217.60	\$4,323.20
D04	Hourly Rate:	\$44.35	\$45.46	\$46.61	\$47.76	\$48.96	\$51.43	\$52.72	\$54.04
LIEUTENANT	Annual	\$107,036.80	\$109,740.80	\$112,486.40	\$115,273.60	\$118,164.80	\$124,155.20	\$127,254.40	\$130,457.60
CO IV	Bi-Weekly	\$4,116.80	\$4,220.80	\$4,326.40	\$4,433.60	\$4,544.80	\$4,775.20	\$4,894.40	\$5,017.60
D05	Hourly Rate:	\$51.46	\$52.76	\$54.08	\$55.42	\$56.81	\$59.69	\$61.18	\$62.72
CAPTAIN	Annual	\$115,024.00	\$117,894.40	\$120,848.00	\$123,864.00	\$126,963.20	\$133,390.40	\$136,697.60	\$140,150.40
CO V	Bi-Weekly	\$4,424.00	\$4,534.40	\$4,648.00	\$4,764.00	\$4,883.20	\$5,130.40	\$5,257.60	\$5,390.40
D06	Hourly Rate:	\$55.30	\$56.68	\$58.10	\$59.55	\$61.04	\$64.13	\$65.72	\$67.38
DEPUTY WARDEN	Annual	\$123,219.20	\$126,297.60	\$129,459.20	\$132,683.20	\$135,990.40	\$142,875.20	\$146,452.80	\$150,113.60
Civilian Grade 11	Bi-Weekly	\$4,739.20	\$4,857.60	\$4,979.20	\$5,103.20	\$5,230.40	\$5,495.20	\$5,632.80	\$5,773.60
D07	Hourly Rate:	\$59.24	\$60.72	\$62.24	\$63.79	\$65.38	\$68.69	\$70.41	\$72.17
MAJOR / WARDEN	Annual	\$141,668.80	\$145,225.60	\$148,865.60	\$152,609.60	\$156,395.20	\$164,320.00	\$168,438.40	\$172,640.00
CO VI	Bi-Weekly	\$5,448.80	\$5,585.60	\$5,725.60	\$5,869.60	\$6,015.20	\$6,320.00	\$6,478.40	\$6,640.00
D08	Hourly Rate:	\$68.11	\$69.82	\$71.57	\$73.37	\$75.19	\$79.00	\$80.98	\$83.00

St. Mary's County Government State's Attorney Salary Schedule - 1% Cola Increase Effective July 1, 2024											
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:	\$92,028.24	\$94,328.93	\$96,629.65	\$98,930.35	\$101,231.06	\$103,531.76	\$105,832.47	\$108,133.17	\$110,433.88	\$112,734.58
	Bi-Weekly Pay:	\$3,539.55	\$3,628.04	\$3,716.53	\$3,805.01	\$3,893.50	\$3,981.99	\$4,070.48	\$4,158.97	\$4,247.46	\$4,335.95
	Hourly Rate:	\$44.24	\$45.35	\$46.46	\$47.56	\$48.67	\$49.77	\$50.88	\$51.99	\$53.09	\$54.20
	Annual Salary:	\$103,531.76	\$105,832.47	\$108,133.18	\$110,433.89	\$112,734.60	\$115,035.29	\$117,336.00	\$119,636.70	\$121,937.41	\$124,238.11
Assistant State's Attorney 2 Position # 30090 SA2 ASA2	Bi-Weekly Pay:	\$3,981.99	\$4,070.48	\$4,158.97	\$4,247.46	\$4,335.95	\$4,424.43	\$4,512.92	\$4,601.41	\$4,689.90	\$4,778.39
	Hourly Rate:	\$49.77	\$50.88	\$51.99	\$53.09	\$54.20	\$55.31	\$56.41	\$57.52	\$58.62	\$59.73
	Annual Salary:	\$115,035.30	\$117,336.01	\$119,636.71	\$121,937.42	\$124,238.13	\$126,538.83	\$128,839.54	\$131,140.24	\$133,440.94	\$135,741.64
	Bi-Weekly Pay:	\$4,424.43	\$4,512.92	\$4,601.41	\$4,689.90	\$4,778.39	\$4,866.88	\$4,955.37	\$5,043.86	\$5,132.34	\$5,220.83
Assistant State's Attorney 3 Position # 30065 SA3 ASA3	Hourly Rate:	\$55.31	\$56.41	\$57.52	\$58.62	\$59.73	\$60.84	\$61.94	\$63.05	\$64.15	\$65.26
	Annual Salary:	\$126,538.83	\$128,839.54	\$131,140.24	\$133,440.95	\$135,741.66	\$138,042.36	\$140,343.06	\$142,643.77	\$144,944.48	\$147,245.18
	Bi-Weekly Pay:	\$4,866.88	\$4,955.37	\$5,043.86	\$5,132.34	\$5,220.83	\$5,309.32	\$5,397.81	\$5,486.31	\$5,574.79	\$5,663.28
	Hourly Rate:	\$60.84	\$61.94	\$63.05	\$64.15	\$65.26	\$66.37	\$67.47	\$68.58	\$69.68	\$70.79
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:	\$138,042.36	\$140,343.07	\$142,643.78	\$144,944.49	\$147,245.19	\$149,545.89	\$151,846.59	\$154,147.30	\$156,448.00	\$158,748.70
	Bi-Weekly Pay:	\$5,309.32	\$5,397.81	\$5,486.31	\$5,574.79	\$5,663.29	\$5,751.77	\$5,840.25	\$5,928.74	\$6,017.24	\$6,105.71
	Hourly Rate:	\$66.37	\$67.47	\$68.58	\$69.68	\$70.79	\$71.90	\$73.00	\$74.10	\$75.22	\$76.32
	Annual Salary:	\$149,545.90	\$151,846.61	\$154,147.31	\$156,448.02	\$158,748.72	\$161,049.43	\$163,350.13	\$165,650.83	\$167,951.55	\$170,252.24
Senior Assistant State's Attorney 2 Position # 30086 SA5 SR - ASA2	Bi-Weekly Pay:	\$5,751.77	\$5,840.25	\$5,928.74	\$6,017.23	\$6,105.71	\$6,194.21	\$6,282.71	\$6,371.18	\$6,459.68	\$6,548.16
	Hourly Rate:	\$71.90	\$73.00	\$74.11	\$75.22	\$76.32	\$77.43	\$78.53	\$79.64	\$80.75	\$81.85
	Annual Salary:	\$161,049.43	\$163,350.13	\$165,650.84	\$167,951.56	\$170,252.25	\$172,552.95	\$174,853.66	\$177,154.37	\$179,455.07	\$181,755.77
	Bi-Weekly Pay:	\$6,194.21	\$6,282.71	\$6,371.18	\$6,459.68	\$6,548.16	\$6,636.65	\$6,725.14	\$6,813.63	\$6,902.12	\$6,990.61
Senior Assistant State's Attorney 3 Position # SA6 SR - ASA3	Hourly Rate:	\$77.43	\$78.53	\$79.64	\$80.75	\$81.85	\$82.96	\$84.06	\$85.17	\$86.28	\$87.38
	Annual Salary:	\$172,552.95	\$174,853.66	\$177,154.37	\$179,455.07	\$181,755.77	\$184,056.48	\$186,357.18	\$188,657.89	\$190,958.59	\$193,259.30
	Bi-Weekly Pay:	\$6,725.14	\$6,813.63	\$6,902.12	\$6,990.61	\$7,079.10	\$7,167.59	\$7,256.08	\$7,344.57	\$7,433.06	\$7,521.55
	Hourly Rate:	\$84.06	\$85.17	\$86.28	\$87.38	\$88.49	\$89.60	\$90.71	\$91.82	\$92.93	\$94.04
Deputy State's Attorney Position # 30070 SA7	Annual Salary:	\$184,056.48	\$186,357.18	\$188,657.89	\$190,958.59	\$193,259.30	\$195,560.00	\$197,860.71	\$200,161.41	\$202,462.12	\$204,762.82
	Bi-Weekly Pay:	\$7,079.10	\$7,167.59	\$7,256.08	\$7,344.57	\$7,433.06	\$7,521.55	\$7,610.04	\$7,698.53	\$7,787.02	\$7,875.51
	Hourly Rate:	\$92.93	\$94.04	\$95.15	\$96.26	\$97.37	\$98.48	\$99.59	\$100.70	\$101.81	\$102.92
	Annual Salary:	\$195,560.00	\$197,860.71	\$200,161.41	\$202,462.12	\$204,762.82	\$207,063.53	\$209,364.23	\$211,664.94	\$213,965.64	\$216,266.35

FY24 St. Mary's County Hourly Pay Scale - effective 1.1.24

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	
1	Annual Salary:	\$31,200.00	\$31,948.80	\$32,864.00	\$33,654.40	\$34,382.40	\$35,214.40	\$36,067.20	\$36,774.40	\$37,544.00	\$38,334.40
	Bi-Weekly Pay:	\$1,200.00	\$1,228.80	\$1,264.00	\$1,294.40	\$1,322.40	\$1,354.40	\$1,387.20	\$1,414.40	\$1,444.00	\$1,474.40
	Hourly Rate:	\$15.00	\$15.36	\$15.80	\$16.18	\$16.53	\$16.93	\$17.34	\$17.68	\$18.05	\$18.43
2	Annual Salary:	\$34,257.60	\$35,131.20	\$36,088.00	\$36,940.80	\$37,835.20	\$38,729.60	\$39,561.60	\$40,393.60	\$41,267.20	\$42,244.80
	Bi-Weekly Pay:	\$1,317.60	\$1,351.20	\$1,388.00	\$1,420.80	\$1,455.20	\$1,489.60	\$1,521.60	\$1,553.60	\$1,587.20	\$1,624.80
	Hourly Rate:	\$16.47	\$16.89	\$17.35	\$17.76	\$18.19	\$18.62	\$19.02	\$19.42	\$19.84	\$20.31
3	Annual Salary:	\$37,731.20	\$38,584.00	\$39,582.40	\$40,518.40	\$41,475.20	\$42,473.60	\$43,409.60	\$44,408.00	\$45,364.80	\$46,363.20
	Bi-Weekly Pay:	\$1,451.20	\$1,484.00	\$1,522.40	\$1,558.40	\$1,595.20	\$1,633.60	\$1,669.60	\$1,708.00	\$1,744.80	\$1,783.20
	Hourly Rate:	\$18.14	\$18.55	\$19.03	\$19.48	\$19.94	\$20.42	\$20.87	\$21.35	\$21.81	\$22.29
4	Annual Salary:	\$41,267.20	\$42,432.00	\$43,492.80	\$44,491.20	\$45,614.40	\$46,675.20	\$47,777.60	\$48,817.60	\$49,899.20	\$50,918.40
	Bi-Weekly Pay:	\$1,587.20	\$1,632.00	\$1,672.80	\$1,711.20	\$1,754.40	\$1,795.20	\$1,837.60	\$1,877.60	\$1,919.20	\$1,958.40
	Hourly Rate:	\$19.84	\$20.40	\$20.91	\$21.39	\$21.93	\$22.44	\$22.97	\$23.47	\$23.99	\$24.48
5	Annual Salary:	\$44,491.20	\$45,801.60	\$47,070.40	\$48,297.60	\$49,545.60	\$50,876.80	\$52,104.00	\$53,352.00	\$54,662.40	\$55,993.60
	Bi-Weekly Pay:	\$1,711.20	\$1,761.60	\$1,810.40	\$1,857.60	\$1,905.60	\$1,956.80	\$2,004.00	\$2,052.00	\$2,102.40	\$2,153.60
	Hourly Rate:	\$21.39	\$22.02	\$22.63	\$23.22	\$23.82	\$24.46	\$25.05	\$25.65	\$26.28	\$26.92
6	Annual Salary:	\$49,816.00	\$51,230.40	\$52,665.60	\$54,121.60	\$55,494.40	\$56,992.00	\$58,323.20	\$59,737.60	\$61,214.40	\$62,524.80
	Bi-Weekly Pay:	\$1,916.00	\$1,970.40	\$2,025.60	\$2,081.60	\$2,134.40	\$2,192.00	\$2,243.20	\$2,297.60	\$2,354.40	\$2,404.80
	Hourly Rate:	\$23.95	\$24.63	\$25.32	\$26.02	\$26.68	\$27.40	\$28.04	\$28.72	\$29.43	\$30.06
7	Annual Salary:	\$54,641.60	\$56,264.00	\$58,052.80	\$59,737.60	\$61,443.20	\$63,190.40	\$64,916.80	\$66,560.00	\$68,286.40	\$69,971.20
	Bi-Weekly Pay:	\$2,101.60	\$2,164.00	\$2,232.80	\$2,297.60	\$2,363.20	\$2,430.40	\$2,496.80	\$2,560.00	\$2,626.40	\$2,691.20
	Hourly Rate:	\$26.27	\$27.05	\$27.91	\$28.72	\$29.54	\$30.38	\$31.21	\$32.00	\$32.83	\$33.64
8	Annual Salary:	\$61,172.80	\$63,086.40	\$64,958.40	\$66,872.00	\$68,660.80	\$70,761.60	\$72,654.40	\$74,505.60	\$76,419.20	\$78,353.60
	Bi-Weekly Pay:	\$2,352.80	\$2,426.40	\$2,498.40	\$2,572.00	\$2,640.80	\$2,721.60	\$2,794.40	\$2,865.60	\$2,939.20	\$3,013.60
	Hourly Rate:	\$29.41	\$30.33	\$31.23	\$32.15	\$33.01	\$34.02	\$34.93	\$35.82	\$36.74	\$37.67
9	Annual Salary:	\$65,769.60	\$68,265.60	\$70,740.80	\$73,070.40	\$75,462.40	\$77,833.60	\$80,288.00	\$82,742.40	\$85,134.40	\$87,505.60
	Bi-Weekly Pay:	\$2,529.60	\$2,625.60	\$2,720.80	\$2,810.40	\$2,902.40	\$2,993.60	\$3,088.00	\$3,182.40	\$3,274.40	\$3,365.60
	Hourly Rate:	\$31.62	\$32.82	\$34.01	\$35.13	\$36.28	\$37.42	\$38.60	\$39.78	\$40.93	\$42.07
10	Annual Salary:	\$75,649.60	\$78,457.60	\$81,203.20	\$83,907.20	\$86,632.00	\$89,460.80	\$92,206.40	\$94,931.20	\$97,760.00	\$100,547.20
	Bi-Weekly Pay:	\$2,909.60	\$3,017.60	\$3,123.20	\$3,227.20	\$3,332.00	\$3,440.80	\$3,546.40	\$3,651.20	\$3,760.00	\$3,867.20
	Hourly Rate:	\$36.37	\$37.72	\$39.04	\$40.34	\$41.65	\$43.01	\$44.33	\$45.64	\$47.00	\$48.34
11	Annual Salary:	\$86,840.00	\$89,960.00	\$93,204.80	\$96,470.40	\$99,673.60	\$102,814.40	\$106,038.40	\$109,158.40	\$112,340.80	\$115,544.00
	Bi-Weekly Pay:	\$3,340.00	\$3,460.00	\$3,584.80	\$3,710.40	\$3,833.60	\$3,954.40	\$4,078.40	\$4,198.40	\$4,320.80	\$4,444.00
	Hourly Rate:	\$41.75	\$43.25	\$44.81	\$46.38	\$47.92	\$49.43	\$50.98	\$52.48	\$54.01	\$55.55

FY24 St. Mary's County Hourly Pay Scale - effective 1.1.24

Grade	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
1	Annual Salary: \$39,145.60 Bi-Weekly Pay: \$1,505.60 Hourly Rate: \$18.82	\$39,977.60 \$1,537.60 \$19.22	\$40,768.00 \$1,568.00 \$19.60	\$41,496.00 \$1,596.00 \$19.95	\$42,411.20 \$1,631.20 \$20.39	\$43,160.00 \$1,660.00 \$20.75	\$43,950.40 \$1,690.40 \$21.13	\$44,740.80 \$1,720.80 \$21.51	\$45,572.80 \$1,752.80 \$21.91	\$46,550.40 \$1,790.40 \$22.38
2	Annual Salary: \$43,118.40 Bi-Weekly Pay: \$1,658.40 Hourly Rate: \$20.73	\$43,950.40 \$1,690.40 \$21.13	\$44,844.80 \$1,724.80 \$21.56	\$45,739.20 \$1,759.20 \$21.99	\$46,612.80 \$1,792.80 \$22.41	\$47,465.60 \$1,825.60 \$22.82	\$48,318.40 \$1,858.40 \$23.23	\$49,316.80 \$1,896.80 \$23.71	\$50,169.60 \$1,929.60 \$24.12	\$51,084.80 \$1,964.80 \$24.56
3	Annual Salary: \$47,320.00 Bi-Weekly Pay: \$1,820.00 Hourly Rate: \$22.75	\$48,256.00 \$1,856.00 \$23.20	\$49,316.80 \$1,896.80 \$23.71	\$50,211.20 \$1,931.20 \$24.14	\$51,209.60 \$1,969.60 \$24.62	\$52,104.00 \$2,004.00 \$25.05	\$53,081.60 \$2,041.60 \$25.52	\$54,121.60 \$2,081.60 \$26.02	\$54,974.40 \$2,114.40 \$26.43	\$56,118.40 \$2,158.40 \$26.98
4	Annual Salary: \$52,000.00 Bi-Weekly Pay: \$2,000.00 Hourly Rate: \$25.00	\$53,081.60 \$2,041.60 \$25.52	\$54,204.80 \$2,084.80 \$26.06	\$55,203.20 \$2,123.20 \$26.54	\$56,201.60 \$2,161.60 \$27.02	\$57,366.40 \$2,206.40 \$27.58	\$58,406.40 \$2,246.40 \$28.08	\$59,425.60 \$2,285.60 \$28.57	\$60,569.60 \$2,329.60 \$29.12	\$61,609.60 \$2,369.60 \$29.62
5	Annual Salary: \$57,220.80 Bi-Weekly Pay: \$2,200.80 Hourly Rate: \$27.51	\$58,531.20 \$2,251.20 \$28.14	\$59,737.60 \$2,297.60 \$28.72	\$61,110.40 \$2,350.40 \$29.38	\$62,337.60 \$2,397.60 \$29.97	\$63,564.80 \$2,444.80 \$30.56	\$64,875.20 \$2,495.20 \$31.19	\$66,206.40 \$2,546.40 \$31.83	\$67,392.00 \$2,592.00 \$32.40	\$68,577.60 \$2,637.60 \$32.97
6	Annual Salary: \$64,084.80 Bi-Weekly Pay: \$2,464.80 Hourly Rate: \$30.81	\$65,436.80 \$2,516.80 \$31.46	\$66,872.00 \$2,572.00 \$32.15	\$68,286.40 \$2,626.40 \$32.83	\$69,784.00 \$2,684.00 \$33.55	\$71,136.00 \$2,736.00 \$34.20	\$72,550.40 \$2,790.40 \$34.88	\$73,923.20 \$2,843.20 \$35.54	\$75,420.80 \$2,900.80 \$36.26	\$76,793.60 \$2,953.60 \$36.92
7	Annual Salary: \$71,676.80 Bi-Weekly Pay: \$2,756.80 Hourly Rate: \$34.46	\$73,465.60 \$2,825.60 \$35.32	\$75,192.00 \$2,892.00 \$36.15	\$76,814.40 \$2,954.40 \$36.93	\$78,603.20 \$3,023.20 \$37.79	\$80,288.00 \$3,088.00 \$38.60	\$81,972.80 \$3,152.80 \$39.41	\$83,678.40 \$3,218.40 \$40.23	\$85,404.80 \$3,284.80 \$41.06	\$86,985.60 \$3,345.60 \$41.82
8	Annual Salary: \$80,267.20 Bi-Weekly Pay: \$3,087.20 Hourly Rate: \$38.59	\$82,118.40 \$3,158.40 \$39.48	\$84,052.80 \$3,232.80 \$40.41	\$86,008.00 \$3,308.00 \$41.35	\$87,900.80 \$3,380.80 \$42.26	\$89,835.20 \$3,455.20 \$43.19	\$91,769.60 \$3,529.60 \$44.12	\$93,620.80 \$3,600.80 \$45.01	\$95,513.60 \$3,673.60 \$45.92	\$97,364.80 \$3,744.80 \$46.81
9	Annual Salary: \$89,876.80 Bi-Weekly Pay: \$3,456.80 Hourly Rate: \$43.21	\$92,289.60 \$3,549.60 \$44.37	\$94,681.60 \$3,641.60 \$45.52	\$97,073.60 \$3,733.60 \$46.67	\$99,528.00 \$3,828.00 \$47.85	\$101,940.80 \$3,920.80 \$49.01	\$104,374.40 \$4,014.40 \$50.18	\$106,766.40 \$4,106.40 \$51.33	\$109,158.40 \$4,198.40 \$52.48	\$111,467.20 \$4,287.20 \$53.59
10	Annual Salary: \$103,251.20 Bi-Weekly Pay: \$3,971.20 Hourly Rate: \$49.64	\$106,059.20 \$4,079.20 \$50.99	\$108,721.60 \$4,181.60 \$52.27	\$111,488.00 \$4,288.00 \$53.60	\$114,233.60 \$4,393.60 \$54.92	\$117,041.60 \$4,501.60 \$56.27	\$119,808.00 \$4,608.00 \$57.60	\$122,574.40 \$4,714.40 \$58.93	\$125,299.20 \$4,819.20 \$60.24	\$128,086.40 \$4,926.40 \$61.58
11	Annual Salary: \$118,684.80 Bi-Weekly Pay: \$4,564.80 Hourly Rate: \$57.06	\$121,950.40 \$4,690.40 \$58.63	\$125,132.80 \$4,812.80 \$60.16	\$128,232.00 \$4,932.00 \$61.65	\$131,456.00 \$5,056.00 \$63.20	\$134,617.60 \$5,177.60 \$64.72	\$137,758.40 \$5,298.40 \$66.23	\$140,940.80 \$5,420.80 \$67.76	\$144,206.40 \$5,546.40 \$69.33	\$147,201.60 \$5,661.60 \$70.77

MISCELLANEOUS INFORMATION

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

ST. MARY'S COUNTY TAX RATES

TAX	BASIS	FY2024 APPROVED RATE	FY2025 APPROVED RATE
Property Tax	Per \$100 of assessed value	0.8478	0.8478
Local Income Tax	Percentage of taxable income	3.00%	*3.20%
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	0.3125%	0.3125%
Excise Tax	Residential:		
Roads, Parks, Public Schools & Public Safety	Single Family	\$6,697	\$6,697
Roads, Parks, Public Schools & Public Safety	Multi-Family	\$3,218	\$3,218
	Nonresidential:		
Roads & Public Safety	Retail/Commercial/Services	\$4.11/sq ft	\$4.11/sq ft
Roads & Public Safety	Office/Institutional/Medical	\$1.82/sq ft	\$1.82/sq ft
Roads & Public Safety	Industrial/Flex/Other	.80/sq ft	.80/sq ft
Roads & Public Safety	Lodging per room	\$1,342.35	\$1,342.35

* FY2025 Approved Increase

IMPACT OF LOCAL TAXES

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

Average Residential Property Taxpayer

Fair Market Value		\$382,000 *
Current Property Tax Bill:	<i>Rate per \$100</i>	
County Property Tax	0.8478	\$3,239
Fire Tax	0.056	214
Rescue Tax	0.03	115
Emergency Services Support Tax	0.024	92
Sub-Total		<u>\$ 3,659</u>
Solid Waste & Recycling Fee	per property	\$102.48
Total		<u><u>\$ 3,761</u></u>

Average St. Mary's County Personal Income Tax Return

MD Adjusted Gross Income		\$102,856 **
Net Taxable Income		\$90,709 **
Net County Income Tax	3.20%	\$ 2,903

* Based on the median value of homes sold in FY2023 from State Department of Assessments and Taxation

**Based on 44,200 taxable returns filed for tax year 2022

Source: Income Tax Summary Report, Tax Year 2022, State Comptroller's Office.

ST. MARY'S COUNTY TAX RATES

FISCAL YEAR	APPROVED TAX RATE	CONSTANT YIELD TAX RATE	INCOME TAX
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%
2025	.8478	.8104	3.20%

The approved property tax rate for FY2025 is \$.8478 per \$100 of assessed valuation. This is .0374 or 4.6% higher than the "constant yield" tax rate that is .8104, which is certified to the County by the State Department of Assessments and Taxation letter dated February 14, 2024. 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 \$1.6 million. The income tax percentage on net taxable income increased to 3.20%.

ST. MARY'S COUNTY

ASSESSABLE PROPERTY BASE

	FINAL FY2024	BUDGET ESTIMATE FY2025
Real Property-Full Value:		
Full Year	\$14,248,604,522	\$14,996,325,344
Half Year		57,348,656
Business Personal Property	160,963,000	149,695,000
Public Utilities	154,012,000	152,471,000
Total Assessable Base	\$14,563,579,522	\$15,355,840,000

Source: State Department of Assessments and Taxation (SDAT), Constant Yield Letter dated February 14, 2024 - for real property. The SDAT website on March 31, 2024 - for personal property and utilities. The assessment increase for FY2025 is 5.44%.

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, 2023.

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 1.22% to 1.60% in the six-year plan. The "Debt Service to Revenues" ratio ranged from 5.00% to 7.34%, 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, 2023 audit reflects an unassigned general fund balance of \$29,052,079. The County's Fund Balance Policy approved in August 2015, states we will maintain or be above 15%. As of June 30, 2023, the ratio of County Reserves to Revenues is 16.68%. County reserves consist of the Unassigned Fund Balance, the Bond Rating Reserve, and the Rainy-Day Fund.

It is important for 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 FY2025 Approved Budget includes designation of Fund Balance from the Unassigned of \$6,654,485 for non-recurring equipment and one-time expenses in the general fund. 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, 2023

The annual requirements to amortize all debt outstanding as of June 30, 2023 including interest of \$45,404,215 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>	Governmental Activities		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 9,729,440	\$ 5,284,451	\$ 15,013,891
2025	8,364,440	4,924,488	13,288,928
2026	7,465,137	4,604,863	12,070,000
2027	7,771,500	4,246,788	12,018,288
2028	8,121,500	3,878,363	11,999,863
2029-2033	40,426,517	14,004,607	54,431,124
2034-2038	42,287,163	6,983,871	49,271,034
2039-2042	22,045,000	1,476,784	23,521,784
Total	\$ 146,210,697	\$ 45,404,215	\$ 191,614,912
Plus: premium	7,519,539		
Total	\$ 153,730,236		

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

	General	State Loans	Special	Total
	Obligation Bonds		Assessment	
	Fund			
Principal	\$ 145,477,000	299,670	\$ 434,027	\$ 146,210,697
Interest	45,404,215	-	-	45,404,215
	\$ 190,881,215	\$ 299,670	\$ 434,027	\$ 191,614,912

Note that this is a copy of page 62 from the Commissioners of St. Mary's County, MD FY2023 Audited Financial Statements

DEBT AFFORDABILITY

Debt affordability is evaluated from both a legal and a financial perspective. St Mary's County is one of several jurisdictions, which has established a legal limitation on the amount of debt, which the government can incur. In Chapter 27 of the St. Mary's Code, the legal debt limitation is based on the aggregate amount of debt outstanding at any one time, which may not exceed 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;
- is 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 November 2023 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 7/1/2024 Debt Percentage 1.22%
- General Fund Debt Service as a percent of General Fund Expenditures
 - St. Mary's County Debt Policy 10.00%
 - St. Mary's County FY2025 5.00%

Current projections indicate that based on the FY2025 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, 2024 assessed real property	\$14,996,325,344
Estimated July 1, 2024 assessed personal/utility	\$302,166,000
Legal debt limit – real property	1.89%
Legal debt limit – personal/utility	5.00%
Borrowing limitation under the law - combined	\$298,538,849
Outstanding debt issued as of July 1, 2024	\$166,481,257
Debt margin as of July 1, 2024	\$132,057,592
Ratio of debt to assessed property value	1.09%

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, 2024 is estimated to be 1.09%. By comparison, the ratio as of July 1, 2023 was .98%. Based on the plan, and other assumptions, the ratio is estimated to range from 1.22% to 1.60% 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 FY2024 was 5.13%. Based on the capital plan, and other assumptions, the ratio is expected to be 5.00% in FY2025, and is expected to range from 5.00% to 7.34% in the 6 year plan.

DEBT CAPACITY - CSMC

Fiscal year	2023	2024	2025	2026	2027	2028	2029	2030
Real Property Assessable Base 3-31-2024	13,714,469,137	14,248,604,522	15,053,674,000	15,685,928,308	16,344,737,297	17,031,216,263	17,746,527,346	18,491,881,495
% increase	3.1%	3.9%	5.7%	4.2%	4.2%	4.2%	4.2%	4.2%
Personal Property & Utilities Assessment 03-31-2024	362,195,000	303,779,000	302,166,000	302,166,000	302,166,000	302,166,000	302,166,000	302,166,000
% increase	12.8%	-16.1%	-0.5%	0.0%	0.0%	0.0%	0.0%	0.0%
Legal Debt Limit - 3.15% County - 60% 2021 Legislation - ch. 510 - rate 1.89%	259,203,467	269,298,625	284,514,439	296,464,045	308,915,535	321,889,987	335,409,367	349,496,560
Personal Property & Utilities 5%	18,109,750	15,188,950	15,108,300	15,108,300	15,108,300	15,108,300	15,108,300	15,108,300
Total Limit - 1.89% and 5%	277,313,217	284,487,575	299,622,739	311,572,345	324,023,835	336,998,287	350,517,667	364,604,860
Potential Borrowing - County	30,000,000	30,000,000	30,000,000	60,000,000	35,000,000	30,000,000	25,000,000	25,000,000
<u>Calculations based on potential borrowing</u>								
Outstanding Debt - County Audit	146,210,697	166,481,257	187,201,817	237,769,228	260,925,073	277,383,051	287,237,788	295,581,287
Total Debt - County	146,210,697	166,481,257	187,201,817	237,769,228	260,925,073	277,383,051	287,237,788	295,581,287
Outstanding Debt as % of Base	1.04%	1.14%	1.22%	1.49%	1.57%	1.60%	1.59%	1.57%
Debt Margin	131,102,520	118,006,318	112,420,922	73,803,117	63,098,762	59,615,236	63,279,879	69,023,573
20 years, 4.00% County								
PRINCIPAL	8,480,440	9,729,440	9,279,440	9,432,589	11,844,155	13,542,022	15,145,263	16,656,501
INTEREST	4,911,940	5,978,083	6,881,213	8,274,414	9,644,582	10,349,986	10,794,689	11,076,494
Total debt service	13,392,380	15,707,523	16,160,653	17,707,003	21,488,737	23,892,008	25,939,952	27,732,995
Approved Bond Authority \$95,124,310 after sale 12-5-2023	-	56,343,513	38,630,844	149,953				
Bonds Unissued - beginning of year	-	62,697,981	56,342,249	65,023,093	66,941,373	64,411,556	61,867,999	60,116,802
Borrowing - Estimated each year	(30,000,000)	(30,000,000)	(30,000,000)	(60,000,000)	(35,000,000)	(30,000,000)	(25,000,000)	(25,000,000)
Adjustments to current unexpended (i.e. FINXX) through 4-30-2024	242,266	(2,973,709)						
Premium from Bond Sale								
GOB FY2025 Request	-	26,375,711	38,680,844	61,918,280	32,470,183	27,456,443	23,248,803	28,982,363
New Bonds Unissued	-	56,342,249	65,023,093	66,941,373	64,411,556	61,867,999	60,116,802	64,099,165
Prior Outstanding Debt	124,691,137	146,210,697	166,481,257	187,201,817	237,769,228	260,925,073	277,383,051	287,237,788
Plus New Debt	30,000,000	30,000,000	30,000,000	60,000,000	35,000,000	30,000,000	25,000,000	25,000,000
Less Principal Payments	(8,480,440)	(9,729,440)	(9,279,440)	(9,432,589)	(11,844,155)	(13,542,022)	(15,145,263)	(16,656,501)
Outstanding Debt	146,210,697	166,481,257	187,201,817	237,769,228	260,925,073	277,383,051	287,237,788	295,581,287
General Fund Operating Budget - Revenues -Recurring	292,641,754	304,196,923	323,471,556	337,409,308	348,527,902	358,502,640	366,844,327	377,849,657
Percent Increase/Change	3.8%	3.9%	6.3%	4.3%	3.3%	2.9%	2.3%	3.0%
Debt Service	13,392,380	15,707,523	16,160,653	17,707,003	21,488,737	23,892,008	25,939,952	27,732,995
Debt Service as % of Total Revenues	4.58%	5.16%	5.00%	5.25%	6.17%	6.66%	7.07%	7.34%
Policy Limit = 10%								
Average GOB - \$35 million - 2025-2030								

COMMISSIONERS OF ST. MARY'S COUNTY

Notes to the Financial Statements June 30, 2023

7. FUND BALANCES

A summary of the nonspendable, restricted, committed, assigned and unassigned fund balances as of June 30, 2023 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
Nonspendable						
Inventory	\$ 1,328,578	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund advance (Wicomico)	353,533	-	-	-	-	-
Total nonspendable	1,682,111	-	-	-	-	-
Restricted						
County matching funds for approved grants	501,323	-	-	-	-	-
Total restricted	501,323	-	-	-	-	-
Committed						
Bond rating reserve	\$ 18,255,000	\$ -	\$ -	\$ -	\$ -	\$ -
Rainy day fund	1,625,000	-	-	-	-	-
Operating budget, non-recurring items	14,000,000	-	-	-	-	-
Other, net, including grants	-	3,561,144	-	2,126,289	564,857	-
Land preservation	-	-	-	-	-	3,147,300
Various capital projects - transfer tax	-	-	-	-	-	25,411,062
County pay-go	-	-	-	-	-	18,037,140
Roads - impact fees	-	-	-	-	-	852,641
Roads - mitigation	-	-	-	-	-	364,460
Parks - impact fees	-	-	-	-	-	255,006
Parks - mitigation	-	-	-	-	-	753
Schools - impact fees	-	-	-	-	-	2,585,490
Schools - mitigation	-	-	-	-	-	34,125
Total committed	33,880,000	3,561,144	-	2,126,289	564,857	50,687,977
Assigned	14,394,143	-	-	-	-	-
Unassigned	29,052,079	-	(92,516)	-	-	4,940,908
Total fund balances	\$ 79,509,656	\$ 3,561,144	\$ (92,516)	\$ 2,126,289	\$ 564,857	\$ 55,628,885

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, 2023

7. FUND BALANCES (continued)

The non-spendable fund balance includes:

- Inventory - The amount of inventory as of June 30, 2023 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 FY2023, but for which the period extends beyond June 30, 2023. 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	\$	12,931,843
Miscellaneous revolving fund		1,462,300
	\$	<u>14,394,143</u>

COMMISSIONERS OF ST. MARY'S COUNTY

Notes to the Financial Statements June 30, 2023

7. FUND BALANCES (continued)

When unassigned fund balance is used, it is used for one-time, non-recurring expenses. In May 2023, as part of the approval of the fiscal year 2024 budget, the Board approved to use Fiscal year 2022 unassigned fund balance for operating non-recurring \$2,342,640 and Pay-Go to other funds of \$11,657,360. A total amount of \$22,831,852 remains unused of the fiscal year 2022 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>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Revenues					
Property Taxes	\$ 122,946,791	\$ 118,449,980	\$ 115,718,458	\$ 113,230,333	\$ 110,200,973
Income Taxes	126,981,940	122,381,215	127,908,783	107,335,235	97,443,439
Other Local Taxes	11,441,125	13,775,630	11,916,775	9,366,413	8,927,308
Highway User Revenues	1,866,156	1,993,427	1,856,482	1,552,854	1,674,910
Licenses & Permits	575,110	696,056	869,164	700,176	1,547,506
Intergovernmental	14,894,477	18,950,537	23,801,412	10,948,940	6,193,223
Charges for Services	4,092,551	3,791,674	3,885,094	3,067,568	3,365,994
Fines & Forfeitures	55,409	37,401	19,990	17,909	223,225
Other Revenues	10,557,144	1,748,253	2,610,861	1,678,911	2,077,767
Total Revenues	<u>293,410,703</u>	<u>281,824,173</u>	<u>288,587,019</u>	<u>247,898,339</u>	<u>231,654,345</u>
Expenditures					
General Government	31,685,073	28,318,636	27,877,254	25,840,297	23,672,862
Public Safety	66,965,830	63,902,328	67,426,938	51,374,526	45,633,466
Public Works	12,005,095	12,293,725	11,573,933	9,507,202	10,381,218
Health	5,505,694	8,167,252	3,929,912	3,656,714	2,789,716
Social Services	5,030,156	4,643,445	3,846,926	3,975,321	4,418,434
Primary & Secondary Education	124,838,387	117,466,739	111,930,187	108,833,498	106,264,748
Post-Secondary Education	4,774,428	4,646,956	4,558,686	4,807,300	4,375,137
Parks, Recreation & Culture	5,178,031	4,932,183	4,162,878	4,067,325	4,053,440
Libraries	3,310,050	3,078,258	2,966,364	2,964,146	2,878,050
Conservation of Natural Resources	830,994	381,276	356,372	361,975	680,202
Agriculture	105,724	91,975	79,474	-	-
Economic Development & Opportunity	2,508,212	2,764,346	5,197,468	2,551,733	2,463,971
Debt Service	13,313,552	14,523,048	12,505,995	13,059,682	11,635,436
Other, principally OPEB	4,578,448	6,153,419	5,983,277	3,871,540	4,163,946
Total Expenditures	<u>280,629,674</u>	<u>271,363,586</u>	<u>262,395,664</u>	<u>234,871,259</u>	<u>223,410,626</u>
Excess of Revenues Over (Under) Expenditures	12,781,029	10,460,587	26,191,355	13,027,080	8,243,719
Other Financing Sources & Uses					
Exempt Financing Proceeds	-	-	924,140	-	-
Subsidy to Enterprise Fund	-	-	-	-	-
Capital Projects-General Fund PayGo	(24,186,905)	(7,663,833)	(4,680,000)	(12,989,427)	(2,774,891)
Total Other Financing & Uses	(24,186,905)	(7,663,833)	(3,755,860)	(12,989,427)	(2,774,891)
Net Increase(Decrease) in Fund Balances	(11,405,876)	2,796,754	22,435,495	37,653	5,468,828
FUND BALANCE					
Beginning of the year	90,915,532	88,118,778	65,683,283	65,645,630	60,176,802
End of Year	<u>\$ 79,509,656</u>	<u>\$ 90,915,532</u>	<u>\$ 88,118,778</u>	<u>\$ 65,683,283</u>	<u>\$ 65,645,630</u>

General Fund
Summary of Fund Balance
Fiscal Years Ended June 30

	Fiscal Year				
	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Fund Balances:					
Non-Spendable	\$ 1,682,111	\$ 1,751,002	\$ 1,720,180	\$ 2,002,056	\$ 2,091,715
Restricted	501,323	482,106	382,700	301,231	289,194
Committed	33,880,000	44,615,000	30,961,769	24,301,718	30,800,334
Assigned	14,394,143	7,235,572	3,875,220	5,593,102	2,118,088
Unassigned	<u>29,052,079</u>	<u>36,831,852</u>	<u>51,178,909</u>	<u>33,485,176</u>	<u>30,346,299</u>
Total Fund Balance	<u>\$ 79,509,656</u>	<u>\$ 90,915,532</u>	<u>\$ 88,118,778</u>	<u>\$ 65,683,283</u>	<u>\$ 65,645,630</u>

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

Brief Economic Facts

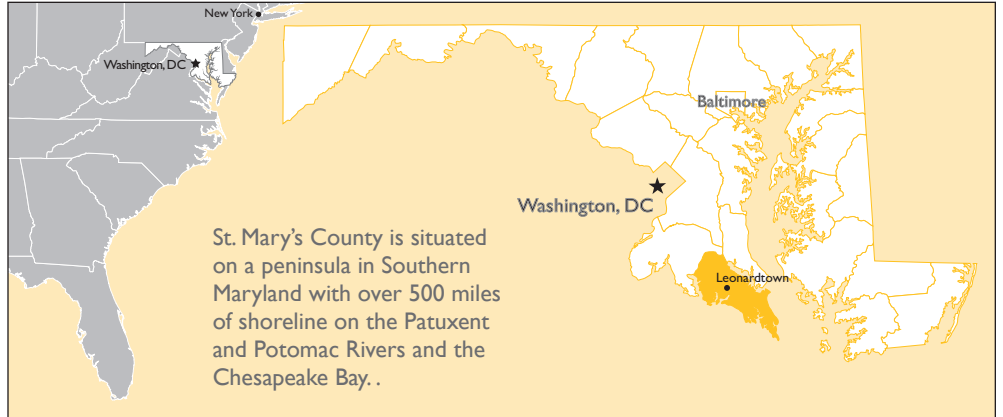
ST. MARY'S COUNTY, MARYLAND

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

As the county's largest employer, the Naval Air Station (NAS) Patuxent River is home to the U.S. Navy's Naval Air Systems Command (NAVAIR) and the Naval Air Warfare Center Aircraft Division (NAWCAD), employing approximately 25,000 military, civilian and contract personnel.

The AeroPark Innovation District is emerging as a major center for innovation and collaboration. Building on existing aviation interests, AeroPark includes education and research facilities as well as residential and retail space. The Southern Maryland Autonomous Research and

Technology (SMART) Building at University Systems of Maryland at Southern Maryland is now operating a \$87-million, 84,000



academic and research facility at AeroPark. Private sector industries generate \$7 billion in economic output.

With over 500 miles of shoreline, St Mary's offers high-tech jobs in a coastal setting with proximity to major metropolitan areas. St Mary's has one of the youngest populations in Maryland with the median age of 36.5 and one of the strongest economies with the median income of \$102,859.

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 GEOGRAPHY¹

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

POPULATION^{2,3}

	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^{2,3} (2021)

Age	Number	Percent
Under 5yrs	7,049	6.2%
5 - 19 yrs	23,834	21.1%
20 - 44 yrs	37,447	33.1%
45 - 64 yrs	30,348	26.8%
65 and over	14,531	12.8%
Total	113,209	100.0%
Median Age		36.1 Years

Brief Economic Facts ST. MARY'S COUNTY, MARYLAND

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

Civilian Labor Force (2022 avg.)	County	Labor Mkt. Area*
Total civilian labor force	57,662	193,554
Employment	55,891	187,452
Unemployment	1,771	6,102
Unemployment rate	3.1%	3.2%

Residents commuting outside the county to work (2017-2021)	Percent
	15.3%

Employment in selected occupations (2017-2021)		
Management, business, science and arts	26,127	46.9%
Service	8,114	14.6%
Sales and office	9,772	17.6%
Production, transp. and material moving	5,763	10.4%

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

MAJOR EMPLOYERS^{6,7} (2021-2022)

Employer	Product/Service	Employment
Naval Air Station Patuxent River	Military Installation	10,000
MedStar St. Mary's Hospital	Hospital System	1,100
V2X Inc.	Tech. Products, and Services	800
BAE Systems	Tech. Products and Services	700
KBR	Logistics, Engr., Oper. Mgmt.	700
Lockheed Martin	Advanced Tech. Systems	675
General Dynamics	Defense Engineering	600
St. Mary's College of Maryland	Higher Education	555
J.F.Taylor	Systems Engr. and Services	500
PAE Applied Technologies	Training, Logistics Services	500
Boeing	Aerospace, Engr. Services	450
Booz Allen Hamilton	Consulting, Analytics	425
Precise Systems	Engineering, IT, Management	400
Sikorsky	Engineering, Logistics	400
Northrop Grumman	Aerospace, Engr. Services	325
SAIC	Engr. and Mgmt. Services	300
AMEWAS	Systems Engr. and Mgmt.	300
ManTech	Engineering Services	300
Resource Management Concepts	Engineering Services	300
AVIAN	Engineering Services	290
MIL	Cybersecurity	265
Smartronix	Engineering, IT	250
Spalding Consulting	Financial and IT Mgmt.	232
Naval Systems Inc. (Nsi)	Physical Distr., Logistics	230
American Electronics (Amelex)	Engineering Services	225
Sabre Systems	Engineering and IT Services	225

Excludes post offices, state and local governments, national retail and national foodservice; includes higher education

*Employee counts for federal and military facilities exclude contractors to the extent possible; embedded contractors may be included

EMPLOYMENT⁴ (2022)

Industry	Estab-lishments	Annual Avg. Empl.	Empl. %	Avg. Wkly. Wage
Federal Government	44	10,331	22.4%	\$2,312
State Government	12	1,060	2.3%	1,047
Local Government	58	4,030	8.7%	1,134
Private Sector	2,121	30,766	66.6%	1,332
Natural resources and mining	22	72	0.2%	831
Construction	283	1,998	4.3%	1,372
Manufacturing	40	328	0.7%	1,093
Trade, Transportation, and utilities	434	7,084	15.3%	917
Information	20	112	0.2%	924
Financial activities	162	665	1.4%	1,332
Professional and business services	512	11,500	24.9%	1,940
Education and health services	241	4,383	9.5%	1,330
Leisure and hospitality	233	3,771	8.2%	421
Other Services	175	852	1.8%	730
Total	2,234	46,187	100.0%	1,528

Includes civilian employment only

HOURLY WAGE RATES⁴ (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^{3,8}

Educational Attainment - age 25 & over (2017-2021)

High school graduate or higher	91.7%
Bachelor's degree or higher	33.0%

Public Schools

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

Enrollment: 17,493

Cost per pupil: \$15,910

Students per teacher: 13.9

High school career / tech enrollment: 2,426

High school graduates: 1,151

Nonpublic Schools Number: 36

Higher Education (2020)

	Enrollment	Degrees
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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 5 other institutions offer programs at the University System of Maryland at Southern Maryland.

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

TAX RATES⁹

	St. Mary's County	Maryland
Corporate Income Tax (2023)	none	8.25%
Base – federal taxable income		

Personal Income Tax (2023)	3.10%	2.0-5.75%
Base – federal adjusted gross income		
*Graduated rate peaking at 5.75% on taxable income over \$300,000		

Sales & Use Tax (2023)	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

Real Property Tax (2023)	\$0.8478	\$0.1120
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Effective rate per \$100 of assessed value

In an incorporated area, a municipal rate will also apply

Business Personal Prop. Tax (2023)	\$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

INCOME³ (2017-2021)

Distribution	Percent Households		
	St. Mary's Co.	Maryland	U.S.
Under \$25,000	10.4%	12.3%	17.2%
\$25,000 - \$49,999	12%	14.6%	19.6%
\$50,000 - \$74,999	12.9%	14.7%	16.8%
\$75,000 - \$99,999	12.6%	12.6%	12.8%
\$100,000 - \$149,999	23.2%	19.4%	16.3%
\$150,000 - \$199,999	14.6%	11.5%	7.8%
\$200,000 and over	14.3%	15%	9.5%
Median household	\$102,859	\$91,431	\$69,021
Average household	\$120,986	\$120,234	\$97,196
Per Capita	\$44,208	\$45,915	\$37,638
Total income (millions)	\$4,868	\$275,849	\$12,053,372

HOUSING^{3,10}

Occupied Units 2017-2021 40,236 (71.7% owner occupied)

Housing Transactions

Units Sold	1,737
Median Selling Price	\$375,000

*All multiple listed properties excludes auctions and FSBO

BUSINESS AND INDUSTRIAL PROPERTY⁶

St. Mary's County's development districts include the town of Leonardtown, the Lexington Park area and the AeroPark Innovation District. Industrial and office parks offer development-ready land, furnished office space, manufacturing and workshop floors (some with runway access), 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, Wildewood Technology Park, Lexington Park Corporate Center, Exploration and Expedition Parks, Willows Run, and St. Mary's Industrial Park.

TechPort is a county-owned commercial facility at Aeropark housing a collaboration with NAVAL-X, Southern Maryland TechBridge at Patuxent River, MD, and NASC to facilitate interaction of Naval Labs, industry, academia and other military branches.

Market Profile Data (2022)

	Low	High	Average
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Land – cost per acre

Industrial	\$12,000	\$471,000	\$156,600
Office/Commercial	\$9,100	\$2,525,600	\$284,500

Rental Rates – per square foot

Warehouse / Industrial	\$8.09	\$10.38	\$9.23
Flex / R&D / Technology	\$10.86	\$13.19	\$12.13
Class A Office	\$18.90	\$20.51	\$19.70

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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.stmarysmd.com/dpw/airport-operations) 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, Blackistone 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.

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 Breezeline 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

County Bond Rating: AA+ (S&P); Aa1 (Moody's); AA+ (Fitch)
St. Mary's County Department of Economic Development

Chris Kaselemis, Director
23115 Leonard Hall Drive P.O. Box 653, Potomac Building
Leonardtown, Maryland 20650

Telephone: 301.475.4200 x1405

Email: ded@stmarysmd.com

www.yesstmarysmd.com

Sources:

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

2 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

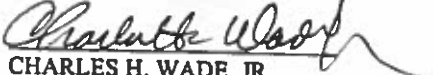

D. CHRISTIAN BRUGMAN, Commissioner


PAUL W. CHESSEY, 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#583 Ref#999999
EHA NB 8/11/95
Aug 25, 1995 03:51 PM

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

DOUGLAS S. DURKIN
County Attorney

BOOK 0000 PAGE 0523

ST. MARY'S COUNTY
INVESTMENT POLICY

Adopted: August 22, 1995

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

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

L POLICY

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

II. SCOPE

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

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

III. PRUDENCE

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

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

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

IV. OBJECTIVE

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

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

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

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

V. DELEGATION OF AUTHORITY

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

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

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

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

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

VI. ETHICS AND CONFLICTS OF INTEREST

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

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

VII. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

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

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

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

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

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

A. Commercial Banks:

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

B. Money Market Treasury Funds:

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

VIII. DIVERSIFICATION IN AUTHORIZED & SUITABLE INVESTMENTS

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

	<u>Maximum Percent of Portfolio</u>
A. <u>Diversification by Instrument</u>	
1. U.S. Treasury Obligations	100%
2. U.S. Government Agency and U.S. Government-sponsored instrumentalities	50%
3. Repurchase Agreements (Master Repurchase Agreement required)	100%
4. Collateralized Certificates of Deposit (Only Maryland Commercial Banks)	40%
5. Bankers' Acceptances BA's from domestic banks which also include the United States affiliates of large international banks. Short term rating of A1 from Standard and Poor's Corporation and P1 from Moody's Investors Service.	40%
6. Money Market Mutual Funds Highest rating by at least one recognized rating agency.	100%

B. 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.

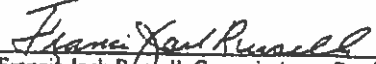
BE IT FURTHER RESOLVED, by the Board of County Commissioners that this Resolution shall be effective upon the date written below.

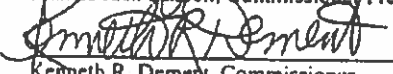
Those voting aye: 5
Those voting nay: 0
Those abstaining or absent: 0
Approval Date: 9/29/09
Effective Date: 9/29/09

ATTEST:

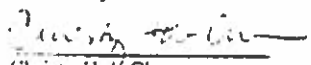

John Savich
County Administrator

**BOARD OF COUNTY COMMISSIONERS
FOR ST. MARY'S COUNTY, MARYLAND**





Francis Jack Russell, Commissioner President



Kenneth R. Dement, Commissioner

Approved as to form and legal
sufficiency:


Christy Holt Chesser
County Attorney



Lawrence D. Jarhoe, Commissioner


Thomas A. Mattingly, Sr., Commissioner


Daniel H. Raley, Commissioner

**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/registrars, trustee, credit enhancement, auditing, or printing services, are retained as required.

The County's Chief Financial Officer shall be responsible for securing professional services that are required to develop and implement the County's debt program, with emphasis placed on the qualifications and experience of the service providers, and securing such services at competitive prices.

Financial Advisor. For each County bond sale the financial advisor should provide the Chief Financial Officer with information on pricing and underwriting fees for comparable sales by other issuers. The financial advisor Firm should also be advising the county on opportunities for refunding of its current debt.

Bond Counsel. The County will retain external bond counsel for all debt issues. All debt issued by the County will include a written opinion by bond counsel affirming that the County is authorized to issue the debt, stating that the County has met all requirements necessary for issuance, and determining the debt's federal income tax status.

Underwriters. The County shall retain underwriting services for all debt issued in a negotiated sale mode. The selection of underwriters may be for an individual or series of financings or a specified time period.

Debt Refunding

Periodic reviews of all outstanding debt will be undertaken to determine refunding opportunities. Refunding will be considered (within federal tax law constraints and the authority granted by the State) if and when there is a net economic benefit of the refunding or the refunding is essential in order to modernize covenants essential to operations and management.

Debt Service Savings. In general, advance refundings for economic savings will be undertaken when a net present value savings of at least 3 percent of the refunded debt can be achieved. Current refundings which produce a net present value savings of less than three percent will be considered on a case-by-case basis. Refundings with negative savings will not be considered unless there is a compelling public policy objective.

Restructuring of Debt. The County may choose to refund outstanding indebtedness when existing bond covenants or other financial structures impinge on prudent and sound financial management. Savings requirements for current or advance refundings undertaken to restructure debt may be waived upon a finding that such a restructuring is in the County's overall best financial interests. The County should not extend the maturity date of a debt issue through a refunding.

Investment of Bond Proceeds

All investments of bond proceeds will be consistent with those authorized by existing state law and the County's investment policies.

Credit Ratings

Rating Agency Relationships. The Chief Financial Officer, in coordination with the County's financial advisor, shall be responsible for maintaining relationships with the rating agencies that currently assign ratings to the County's various debt obligations. This effort shall include providing regular updates on the County's general financial condition along with coordinating meetings and presentations in conjunction with a new debt issuance.

Use of Rating Agencies. The County requests ratings prior to the sale of securities from each of the three major rating agencies for municipal bond issues: Moody's Investors Service, Standard & Poor's Rating Services and Fitch Ratings. The County may provide a written and/or oral presentation to the rating agencies to help each credit analyst make an informed evaluation. The County will make every reasonable effort to maintain its high quality credit ratings to aid in minimizing borrowing costs and preserving access to credit.

Management Practices

The County has instituted sound management practices and will continue to follow practices that will reflect positively on it in the rating process. Among these are the County development of and adherence to long-term financial and capital improvement plans, management of expenses which are in line with revenues, sustainability reviews, and maintenance of an adequate level of operating reserves.

Bond Rating Reserve – The County should maintain a Bond Rating Reserve that is equal to at least 6% of its net recurring revenues (revenues net of the amounts designated in the budget for stabilization). This is separate from the Rainy Day Fund, which is a reserve account that was established to address shortfalls in revenue estimates that are expected to be no more than a year in duration.

Rebate Reporting and Covenant Compliance. The Chief Financial Officer is responsible for maintaining a system of record keeping and reporting to meet the arbitrage rebate and other requirements of the federal tax code. This effort includes tracking investment earnings, calculating rebate payments in compliance with tax law, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the County's outstanding debt issues. Additionally, other requirements embodied in bond covenants, such as restrictions on private use of bond-financed projects, are monitored to ensure that all covenants are complied with.

Reporting Practices. The County will meet GAAP (Generally Accepted Accounting Principles) and GASB (Government Accounting Standards Board) standards in its financial reporting, including independent audit of its financial statements.

The County is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, other levels of government, and the general public to share clear, comprehensible, and accurate financial information. The County is committed to meeting secondary disclosure requirements on a timely and comprehensive basis. The Department of Finance shall be responsible for providing ongoing disclosure information to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies.

Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type

RESOLUTION

TO ADOPT A WRITTEN POLICY TO COMPLY WITH THE REQUIREMENTS OF THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) STATEMENT NO. 54 FUND REPORTING AND GOVERNMENTAL FUND TYPE

WHEREAS, the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type mandates that a governmental entity establish the order in which source funds will be spent to meet the expenditures of the governmental entity; and

WHEREAS, the Commissioners for St. Mary's County find that it is in the best interest of the health, safety and welfare of the citizens of St. Mary's County to adopt a written policy that complies with the requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type,

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of St. Mary's County, that:

SECTION I. The following policy is adopted to establish the order in which fund balances will be spent when multiple fund balance types are available for a specific purpose: nonspendable, restricted, committed, assigned and unassigned:

Fund Balance Policy Commissioners of St. Mary's County

Purpose

The Commissioners of St. Mary's County recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the County and is fiscally advantageous for both the County and the taxpayer. This policy establishes goals and provides guidance concerning the desired level of fund balance maintained by the County to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.

Definitions

Fund balance is a measurement of available financial resources and is the difference between total assets and total liabilities in each fund.

GASB Statement 54 distinguishes fund balance classifications based on the relative strength of the constraints that control the purposes for which specified amounts can be spent. Beginning with the most restrictive constraints, fund balance amounts will be reported in the following categories:

Subject: Finance - To Adopt a Written Policy to Comply with the Requirements of the Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type

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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
 County Administrator



 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

REQUESTED BY: FINANCE DEPARTMENT

ORDINANCE No. 2024 - 19
(Re-recording Ordinance # 2024-15 for
the purpose of correcting a clerical error
in Section 4)

SUBJECT: FINANCE - ORDINANCE FOR
LEVYING RATES FOR ST. MARY'S
COUNTY REVENUE TAXES,
EMERGENCY SERVICES TAX
RATES, PROPERTY TAX RATE,
SERVICE CHARGE, ENERGY AND
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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 26, 2024, a public hearing was held on April 23, 2024, 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 5, 2024, and April 12, 2024; 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-

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tenths cents (\$0.024) on each one hundred dollars (\$100.00) of assessable real property other than 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 one and forty-five hundredths percent (1.45%) 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

LIBER0031 10110050

REQUESTED BY: FINANCE DEPARTMENT

ORDINANCE No. 2024 - 19
(Re-recording Ordinance # 2024-15 for
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in Section 4)

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Energy and Fuel Tax Rate Levy Authority

WHEREAS, Section 20-606 of the *Local Government Article* of the *Annotated Code of Maryland* authorizes and empowers the Commissioners of St. Mary's County to impose, by ordinance, and collect a sales 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

REQUESTED BY: FINANCE DEPARTMENT

ORDINANCE No. 2024 - 19
(Re-recording Ordinance # 2024-15 for
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SUBJECT: FINANCE - ORDINANCE FOR
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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

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

**SUBJECT: FINANCE - ORDINANCE FOR
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FUEL TAX RATES, AND SPECIAL
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building excise tax on any building construction in St. Mary's County.

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, 2024, as follows:

Fire Tax Rates:

<u>Election District</u>	<u>Real Prop.</u>	<u>Personal/Real Prop. of Pub. Util.</u>
District 1	\$0.056	\$0.14
District 2	\$0.056	\$0.14
District 3	\$0.056	\$0.14
District 5	\$0.056	\$0.14
District 6	\$0.056	\$0.14
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

REQUESTED BY: FINANCE DEPARTMENT

ORDINANCE No. 2024 - 19
 (Re-recording Ordinance # 2024-15 for
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SUBJECT: FINANCE - ORDINANCE FOR
 LEVYING RATES FOR ST. MARY'S
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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

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 2025, 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 one and forty-five hundredths percent (1.45%) of the amount of tax due at the second installment.

Section 4. Levy of County Income Tax Rate

The Income Tax Rate is three and two-tenths percent (3.20%) of an individual's Maryland taxable income, effective January 1, 2025.

Section 5. Levy of Energy and Fuel Tax Rate

The energy and fuel tax rates for St. Mary's County for Fiscal Year 2025 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

REQUESTED BY: FINANCE DEPARTMENT

ORDINANCE No. 2024 - 19
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Section 6. Levy of Special District Tax Rate

The following Special District tax rates for Fiscal Year 2025 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
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, 2024 is \$102.48.

Section 8. Excise Tax

The Excise Tax for Fiscal Year 2025 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: 4

Those voting nay: 1

Those abstaining or absent: 0

Adoption Date: May 21, 2024


REQUESTED BY: FINANCE DEPARTMENT

ORDINANCE No. 2024 - 19
(Re-recording Ordinance # 2024-15 for
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in Section 4)

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RATES, PROPERTY TAX RATE,
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DISTRICT TAX RATES FOR
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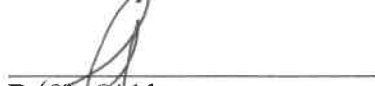
Effective Date of Ordinance:	July 1, 2024
Effective Date of Emergency Service Tax Rates:	July 1, 2024
Effective Date of Property Tax & Service Charge:	July 1, 2024
Effective Date of Income Tax Rate:	January 1, 2025
Effective Date of Energy and Fuel Tax Rate:	July 1, 2024
Effective Date of Special District Tax Rate:	July 1, 2024
Effective Date of Environmental Service Fee:	July 1, 2024
Effective Date of Excise Tax:	July 1, 2024
 Date of Corrective Ordinance:	 July 16, 2024

ATTEST:




 David Weiskopf
 County Administrator

Approved as to form and legal
sufficiency:



 Buffy Giddens
 County Attorney

COMMISSIONERS OF ST. MARY'S COUNTY



 James R. Guy, President



 Michael R. Alderson, Jr., Commissioner



 Eric Colvin, Commissioner

-NO-

 Michael L. Hewitt, Commissioner



 Scott Ostrow, Commissioner

DOCUMENT VALIDATION

LR - Government
Instrument 0.00
Agency Name:
COMMISSIONERS OF ST
MARY'S COUNTY
Instrument List: Other
Describe Other:
ORDINANCE NO 2024-19
Ref: MM/COMMISSIONERS
31/48
=====

Total:	0.00
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07/18/2024 08:42
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#18277688 CC0704 - St
Mary's
County/CC07.04.01 -
Register 01

Circuit Court for St. Mary's County
PO Box 676
41605 Courthouse Drive
Leonardtown, MD 20650
(301) 475-7844

LIBER 0030 490
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 26, 2024, a public hearing was held on April 23, 2024, 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 5, 2024, and April 12, 2024.

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of St. Mary's County, that the operating budget for fiscal year 2025 ("FY2025") is hereby adopted as set forth in the St. Mary's County Approved Budget for Fiscal Year 2025, 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, 2024 (FY2025) as follows:

SECTION 1. OPERATING APPROPRIATIONS

County Departments

County Commissioners/County Administrator	\$1,737,497
Aging & Human Services	6,817,504
County Attorney	1,375,951
Department of Economic Development	2,364,927
Department of Finance	2,396,573
Department of Information Technology	7,426,382
Department of Human Resources	3,489,783
Department of Land Use and Growth Management	3,367,992
Department of Public Works & Transportation	25,410,138
Department of Recreation and Parks	6,494,103
Department of Emergency Services	<u>16,298,079</u>
 Total County Departments	 <u>\$77,178,929</u>

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Elected Officials

Circuit Court	\$2,563,881
Orphan's Court	74,155
Office of the Sheriff	66,518,347
Office of the State's Attorney	5,916,755
County Treasurer	<u>616,360</u>
Total Elected Officials	<u>\$75,689,498</u>

State Agencies and Independent Boards

Department of Health	\$5,344,717
Department of Agriculture	126,000
Department of Social Services	568,963
Alcohol Beverages Board	379,230
Board of Elections	2,333,191
University of Maryland Extension Service	311,098
Ethics Commission	833
Forest Conservation Board	2,500
Soil Conservation District	127,373
Resource Conservation & Development	20,600
Tri-County Community Action Committee	35,000
Tri-County Council for Southern Maryland	125,000
SDAT – Leonardtown Office	443,507
Univ System of Maryland at Southern Maryland	40,000
Board of Education	134,369,907
College of Southern Maryland	5,282,620
Board of Library Trustees	<u>4,318,036</u>
Total State Agencies and Independent Boards	<u>\$153,828,575</u>

Other Government Budget Costs

Appropriation Reserve	\$2,500,000
Leonardtown Tax Rebate	72,786
Employer Contributions – Retiree Health Costs	6,182,000
Employer Contributions - Unemployment	5,000
Bank Fees	55,000
Debt Service	<u>16,197,331</u>
Total Other Government Budget Costs	<u>\$25,012,117</u>

LIBER 0030 492

Transfers & Reserves	Reserve – CIP Pay-Go	(\$2,400,000)
	Reserve – Emergency	<u>816,922</u>
	Total Transfers & Reserves	<u>\$(1,583,078)</u>
	TOTAL GENERAL FUND	<u>\$330,126,041</u>

Enterprise and Special Revenue Funds

Recreation and Parks Activities Fund	\$5,939,501
Wicomico Shores Golf Fund	1,993,882
Solid Waste & Recycling	6,409,069
Miscellaneous Revolving Fund	1,023,759
Special Assessment Fund	42,368
Emergency Services Support Fund	4,477,943
Emergency Services Billing Fund	<u>7,789,930</u>

TOTAL ENTERPRISE & SPECIAL REVENUE FUNDS	<u>\$27,676,452</u>
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SECTION 2. CAPITAL IMPROVEMENTS FUND APPROPRIATIONS

Public Facilities

Airport Improvements	\$785,000
Building Maintenance & Repairs – Critical	518,500
Building Maintenance & Repairs - Programmatic	560,000
Energy Efficiency and Conservation	97,910
Fire Department Water Supply Points	500,000
Parking & Site Improvements	146,000
Sheriff's Headquarters Facility	<u>948,000</u>

Total Public Facilities	<u>\$3,555,410</u>
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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>
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0030 493

Highways	County Bridge Replacement & Repair	\$852,000
	Culvert Replacement & Repair	540,000
	Federal Bridge Replacement Program	536,000
	Neighborhood Drainage Improvements	1,025,000
	Retrofit Sidewalk Program	520,160
	Roadway & Safety Improvements	7,516,800
	Street Lighting & Streetscape Improvements	952,500
	Water Quality & Nutrient Removal	<u>248,400</u>
	Total Highways	<u>\$12,190,860</u>

Recreation & Parks	Elms Beach Park Improvement	1,078,541
	Park Land and Facility Acquisition	300,000
	Park Planning Grant	25,000
	Recreation Facility & Park Improvements	2,650,000
	Snow Hill Park	300,000
	Solar Panels Dorsey Park	50,000
	YMCA	<u>21,000,000</u>
	Total Recreation and Parks	<u>\$25,403,541</u>

Public Landings	Chaptico Wharf Landing	<u>\$199,000</u>
	Total Public Landings	<u>\$199,000</u>

Public Schools	Aging School Program	\$57,074
	Building Infrastructure – Critical	386,000
	Building Infrastructure – Programmatic	1,025,000
	Chillers/Controls	4,476,400
	Green Holly ES – Roof/HVAC Systemic Reno	2,436,912
	Lettie Marshall Dent ES - Modernization	9,077,163
	Piney Point ES HVAC Systemic Renovation	6,282,342
	Relocatables for Various Sites	<u>885,000</u>
	Total Public Schools	<u>\$24,625,891</u>

TOTAL CAPITAL IMPROVEMENTS FUND	<u>\$73,508,065</u>
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LIBER 0030 FILED 494

AND BE IT FURTHER ORDAINED, by the Commissioners of St. Mary's County, that, in accordance with Section 27-3 of the *Code of St. Mary's County, Maryland*, the Capital Program for the fiscal years ending June 30, 2026; June 30, 2027; June 30, 2028; June 30, 2029 and June 30, 2030; is hereby adopted as set forth in the St. Mary's County Approved Budget for Fiscal Year 2025, a copy of which is incorporated herein by reference, by the Commissioners of St. Mary's County.

Those voting Aye: 4

Those voting Nay: 1

Those Abstaining: 0

Adoption Date: May 21, 2024

Effective Date: July 1, 2024

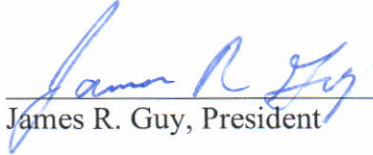
ORDER 0030 FOLIO 495

ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY



David Weiskopf
County Administrator



James R. Guy, President



Michael R. Alderson, Commissioner



Eric S. Colvin, Commissioner

- No -

Michael L. Hewitt, Commissioner



Scott R. Ostrow, Commissioner

Approved as to form and legal
sufficiency:


Buffy N. Giddens
County Attorney

DOCUMENT VALIDATION

LR - Government
Instrument 0.00
Agency Name:
Commissioners of St
Marys Co
Instrument List: Other
Describe Other:
Ordinance 2024-16
Ref: TCA
=====
Total: 0.00
05/23/2024 10:01
CC18-MS
#18152527 CC0704 - St
Mary's
County/CC07.04.03 -
Register 03

Circuit Court for St. Mary's County
PO Box 676
41605 Courthouse Drive
Leonardtown, MD 20650
(301) 475-7844

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

LIBER 0027 FILED 057

ORDINANCE

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

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

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

WHEREAS, a notice of a public hearing was advertised on April 5, 2019 and April 12, 2019 in *The Enterprise*, a newspaper of general circulation in St. Mary's County, and a public hearing was held on April 23, 2019, to receive public comment and consider the setting of the Schedule of Fees; and

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

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

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

SCHEDULE OF FEES FOR ST. MARY'S COUNTY

FEES

- 1. LAND USE AND GROWTH MANAGEMENT (LUGM) AND PUBLIC WORKS AND TRANSPORTATION (DPWT) REVIEW, APPLICATION AND INSPECTION FEES.

A. Minor Subdivision: 1-7 Lots	
LUGM TEC & Review Fees	\$ 600 + \$ 60 per lot
DPWT TEC & Review Fees	\$ 150 + \$ 40 per lot
Total	\$ 750 + \$ 100 per lot

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

LUMR0027 FOLIO058

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

B. Major Subdivision: More than 7 lots

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

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

C. Major Site Plan:

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

D. Minor Site Plan:

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

E. Boundary Line Adjustment Plat

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

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

LUGM Application & Review Fee	\$ 80
FCP/FSD/TDR/Deed/Non-POR	

H. Review of Resubmission:

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

LUGM Review Fee	\$ 60 + recording costs
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LIDER 0027 059

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

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

J. Concept Site Plan:

LUGM Application Fee	\$ 20
LUGM TEC & Review Fee	\$ 760
DPWT TEC & Review Fee	\$ 160
Total	\$ 940

K. PUD Application:

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

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

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

M. Inspection Fees:

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

N. Board of Appeals Action

Conditional Use	\$ 750
Expansion of Non-Conforming Use	\$ 670
Variance of Zoning Ordinance	\$ 500

O. Administrative Variance

LUGM Fee	\$ 500
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P. Consultant Review Fee for projects other than major subdivisions where

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

LIBR0027 FILE0060

submitted plans require outside review

LUGM Fee *Consultant fee + 5%
*Contact LUGM for
Consultant fee cost

Q. Zoning Permit

LUGM Application Fee \$ 20
LUGM Environmental Review \$ 30
LUGM SWM Eng. Plan Review \$ 30
LUGM Re-Submission Review \$ 25 each after the first

R. BOCC Railroad Right-of-Way

DPWT Railroad ROW Review Fee \$ 500 each per easement

S. Bond Reduction & Re-Inspection Fee

DPWT Grading Permit or Public Works \$ 250 each
Agreement Bond Reduction & Re-Inspection
Fee
DPWT Permit Extension Applicable to all
permits which have received more than 3 extensions. \$60.00 per renewal

T. Traffic Impact Study Review

DPWT Traffic Impact Study Review Fee \$ 200 per study

U. DPWT Application Fees

Public Works Agreement \$ 100
Grading Permit \$ 50
Construction Right-of-Way Permit \$ 25
Utility Permit \$ 25

V. Critical Area and Forest Conservation

Fees, Bonds and Fines for Violations

Fee in lieu of required plantings in Critical Area \$ 1.50 per square foot
Bond amount for Critical Area compliance \$ 1.50 per square foot of required planting
Fine for unauthorized clearing in Critical Area \$ 1.80 per square foot of area cleared
Fee in lieu of planting in Forest Conservation \$.30 per square foot of area in PFA
Fee in lieu of planting in Forest Conservation \$.36 per square foot of area outside PFA
Bond amount for Forest Conserv. compliance Cost of afforestation and/or reforestation
Fine for violation of Forest Conservation \$ 1,000 per day

LIBER0027 000061

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

W. Certificate of Use & Occupancy Permits

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

X. Coin Operated Amusement Machines

Annual fee for coin operated pool tables	\$ 100 each, due July 1 st of each year
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Subject: To Amend Chapter 223 of the Code of St. Mary's County, Maryland, to Provide for and Set the Schedule of Fees

LIBER 0027 FOLIO 062

SECTION II. This Ordinance shall be effective July 1, 2019.

Those voting Aye: 3

Those voting Nay: 2

Those Abstaining: 0

Date of Adoption: 5/21/19

ATTEST:

COMMISSIONERS OF ST. MARY'S COUNTY

Rebecca B. Bridgett
 Rebecca B. Bridgett
 County Administrator

James R. Guy
 James R. Guy, Commissioner President

Eric Colvin
 Eric Colvin, Commissioner

Approved as to form and legal sufficiency:

David A. Weiskopf
 David A. Weiskopf
 County Attorney

- NAY -
 Michael L. Hewitt, Commissioner

Todd B. Morgan
 Todd B. Morgan, Commissioner

- NAY -
 John E. O'Connor, Commissioner

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 03 09 10:11 81

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 ²
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 ²)	\$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

DOCUMENT VALIDATION

2023 JUN 18 10 16

LR - Government
Instrument 0.00
Agency Name: ST MARYS
CD COMMISSIONERS
Instrument List: Other
Describe Other:
ORDINANCE 2023-00
Ref: MM/JULIE CSMC
30-181

=====
Total: 0.00
05/05/2023 02:39
CC18-JR
#17218751 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
FY2025 FEES CHARGES

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

ST. MARY'S COUNTY
FY2025 FEES CHARGES

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

ST. MARY'S COUNTY
FY2025 FEES CHARGES

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FY2025 FEES AND CHARGES

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GENERAL FUND REVENUES:			
DEPARTMENT OF AGING AND HUMAN SERVICES			
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)			\$20/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>			
ECONOMIC DEVELOPMENT			
<u>Agricultural & 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
EMERGENCY SERVICES			
<u>Animal Control Division</u>			
Regulations and detailed descriptions of violations are located under St. Mary's County Ordinance No 2017-03 and The Code of St. Mary's County Maryland, Chapter 212			
	Failure to License (Commercial)		Must appear in court and up to a \$1,000 fine
	Animal Care/Cruelty		
	Public Nuisance		
	Dangerous and/or Vicious		
Animal Fees/Fines	1st Offense	\$	50.00
	2nd Offense	\$	100.00
	3rd Offense	\$	250.00

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025
GENERAL FUND REVENUES:		
LAND USE & GROWTH MANAGEMENT		
<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) & Review fee per lot	750 plus \$100 single lot fee (up to 7 lots) \$ 60.00
Major Subdivision	7+ Lots	\$1,900 plus \$100 per lot
Major Site Plan	Per acre of disturbed area	\$ 1,500.00
Minor Site Plan under 144	Review fee for under 500 square feet Fee for over 500 square feet	\$ 125.00 \$ 250.00
<u>Development Services Division</u>		
Boundary Line Adjust Plat	Development review application fee Recording package review fee	\$ 80.00 \$60 plus recording costs
Confirmatory Plats	Development review application fee Recording package review fee	\$ 80.00 \$60 plus recording costs
Plat Exempt by Deed/Plat	Development review application fee Recording package review fee	\$ 80.00 \$60 plus recording costs
Re-Review of Submissions	After first review	\$25 each
Review of Recording Doc/P	Development review application fee Recording package review fee	\$ 60.00 \$60 plus recording costs
Transfer Development Rights		\$ 80.00
Concept Site Plan Review		\$920 each + \$20 application fee
PUD Application	Will credit against future charges (i.e. Tec Review Charges)	\$ 10,000.00
<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 Electrical Permit Environmental Review Fee SWM Engineering Plan Review Fee Re-Submission Review Fee	\$ 20.00 \$ 20.00 \$ 30.00 \$ 30.00 \$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 & Compliance Division</u>		
Occupancy Permits	Single Family Dwelling, Townhouse, Duplex Multi-family Dwelling (Apartments, Condos) Mobile Home/ RV Park Pads, Lots & Spaces Hotels, Motels, Inns, Bed & Breakfasts Commercial, Industrial, Non-Residential	\$20 per dwelling unit \$20 + \$5 per dwelling unit \$20 per each 10 or less pads, lots, spaces \$20 + \$5 per guest room \$20 per structure or building

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30,2025
GENERAL FUND REVENUES:		
LAND USE & GROWTH MANAGEMENT: Continued		
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 License	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
PUBLIC WORKS & TRANSPORTATION:		
<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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30,2025
GENERAL FUND REVENUES:		
PUBLIC WORKS & TRANSPORTATION continued:		
<u>Construction & Inspection Division</u>		
Material Testing		Reimbursement of actual costs from contract
<u>Highways Division</u>		
Application Utility Permit		\$25 each
Traffic Impact Study Review		\$200 per traffic impact study
<u>Non-Public School Bus Transportation Division</u>		
Passenger / Non Public School Bus	Out of County Student Transport Fee	
	Full-Time Student Rider: per year / student	\$ 900.00
	Half-Time Student Rider: per year / student - those students who ride the school bus either in the AM only, PM only or will only ride the school bus for one semester	\$ 450.00
Passenger / Non Public School Bus continued	Part-Time Student Rider: per year / student - those students who ride the bus a total of less than one semester, regardless of the number of days or weeks that ridership is requested	\$ 225.00
<u>Airport</u>		
Airport Charges	Transient Ramp Fee	
	All single piston & twin-engine aircraft	No Fee
	All small turbine aircraft <12,500 lbs*	(1-8 hrs) \$20 / (8-24 Hrs) \$35
	All large turbine aircraft ≥ 12,500 lbs*	(1-8 hrs) \$40 / (8-24 Hrs) \$70
	Transient Ramp Fees Overnight	\$10
	Long term	The lesser of the sum of the overnight fees and the monthly tie-down fee
	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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30,2025	
GENERAL FUND REVENUES:			
PUBLIC WORKS & TRANSPORTATION continued:			
<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		
	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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025
SOLID WASTE AND RECYCLING FUND REVENUES:		
Property Taxes - Environmental & Solid Waste Service Fee	Annual Environmental Surcharge	\$ 102.48
Landfill Tipping Fee	Residential - per pickup	\$ 10.00
	Excessive Loads	\$95 per ton
	Commercial	\$64 per ton
	Green Waste Excessive Loads	\$50 per ton
	Tires	No Fee for 5 tires but in excess of 5 tires \$190 per ton
	Appliances	No Fee
MISCELLANEOUS REVOLVING FUNDS REVENUES:		
PW&T / Fuel Operations	Only Authorized Departments & Agencies allowed	5% Surcharge
LUGM / Historical Preservation	Book Sales: I'm Goin' Down County: An Architectural Journey through St. Mary's County (A Maryland Historical Trust Press Publication)	\$25 each (book)
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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025	
RECREATION & PARKS - WICOMICO SHORES:			
Golf Course			
Season Pass Fees			
	Five (5) Day (Weekdays Only)		
	Junior	\$	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)		
	Junior	\$	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)		
	Junior	\$	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
	Juniors - Weekday	\$	23.00
	Juniors - Weekend	\$	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
	Juniors - Weekday	\$	15.00
	Juniors - Weekend	\$	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
	December 1 - March 15 - Winter Rates (Includes Cart)		
	Mon-Thurs 18-hole	\$	35.00
	Mon-Thurs 9-hole	\$	23.00
	Fri-Sun & Holiday - 18-Hole	\$	45.00
	Fri-Sun & Holiday - 9-Hole	\$	29.00
	December 1 - March 15 - Winter Rates (Walking)		
	Mon-Thurs 18-hole	\$	25.00
	Mon-Thurs 9-hole	\$	12.00
	Fri-Sun & Holiday - 18-Hole	\$	28.00
	Fri-Sun & Holiday - 9-Hole	\$	18.00
	Junior Golf Ticket (Monthly)	\$	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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025	
RECREATION & PARKS - WICOMICO SHORES:			
<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 info)		
	Tournaments (see County website for more information)		
<u>Riverview Restaurant</u>	Bar and Grill Restaurant - see County website for more information		
	Chair Cover Rental	\$	1.50
	Outdoor Chair Rental	\$	2.50
	<i>Banquet Room (seating capacity 175 people) see County website for rental details for meetings and special events</i>	\$	2,750.00
	Per Hour over 5 hours	\$	300.00
	East Side Only		\$9/person
	Per Hour over 5 hours	\$	125.00
	Golf Outings		
	East and West Side		\$5/person
	East Side Only		\$5/person
<u>The Pro Shop</u>	The Pro Shop has a variety of golf attire, accessories and gift ideas for the golf enthusiast.		
RECREATION & PARKS ENTERPRISE FUNDS:			
<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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30,2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		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	\$ 7.00	\$ 7.00
	Easter Festival - Vendor Fees	\$ 60.00	\$ 60.00
	Golf Tournament - per team	\$ 375.00	\$ 375.00
	<i>*Trip fees can change based on contracted bus rates for gas and mileage</i>		
Summerstock	Child Admission	\$ 9.00	\$ 9.00
	Child Admission Matinee	\$ 7.00	\$ 7.00
	Adult Admission	\$ 17.00	\$ 17.00
	Adult Admission Matinee	\$ 13.00	\$ 13.00
	Senior Admission	\$ 13.00	\$ 13.00
	Senior Admission Matinee	\$ 11.00	\$ 11.00

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		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)	\$ -	\$ -
Therapeutic Recreation			
Paralympics / Special Olympics	Various Activities and Events	0-\$180 per participant / program	
Class Registration Fees		\$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	\$ 750.00	\$ 800.00
	CAMP INSPIRE	\$ 750.00	\$ 800.00
	FAMILY PROGRAMS	\$ 50.00	\$ 55.00
Additional Therapeutic Programs / Classes / Events on County website under Recreation & Parks			

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30,2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		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	\$ 150.00
	Large Room		
	Member - 18 children	\$ 175.00	\$ 200.00
	Additional children (each) up to 6 additional	\$ 5.00	\$ 5.00
	Whole Gym		
	Member - 24 children	\$ 225.00	\$ 250.00
	Additional children (each)- up to 8 additional	\$ 5.00	\$ 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	\$ 105.00
	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
	Cheermasters	\$ 100.00	\$ 105.00
Gymnastics Classes Continued:	Pre -Team	\$ 80.00	\$ 90.00
	Level 1	\$ 160.00	\$ 170.00
	Level 2 & Xcel Silver	\$ 203.00	\$ 213.00
	Level 3 & Xcel Gold	\$ 255.00	\$ 265.00
	Level 4 & Xcel Platinum	\$ 305.00	\$ 315.00
	Level 5 & Xcel Diamond	\$ 347.00	\$ 357.00
	Level 6	\$ 415.00	\$ 425.00
	Level 7-10	\$ 415.00	\$ 425.00
	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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30,2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
Sports Programs continued:			
Adult Leisure Programs			
	Craft Classes	\$ 12.00	\$ 17.00
	Craft Classes	\$ 20.00	\$ 25.00
	Adult Dance	\$ 50.00	\$ 55.00
	Adult Dance	\$ 55.00	\$ 60.00
	Adult Dance	\$ 65.00	\$ 70.00
	Adult Dance	\$ 100.00	\$ 105.00
	Special Interests	\$ 5.00	\$ 10.00
	Special Interests	\$ 50.00	\$ 55.00
	Special Interests	\$ 100.00	\$ 105.00
	Special Interests	\$ 150.00	\$ 155.00
	Special Interests	\$ 200.00	\$ 205.00
	Fitness	\$ 15.00	\$ 20.00
	Fitness	\$ 25.00	\$ 30.00
	Fitness	\$ 95.00	\$ 100.00
	Fitness	\$ 115.00	\$ 120.00
	Fitness	\$ 120.00	\$ 125.00
Karate			
	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>		
Tours/Trips			
	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>		
Regional Park			
	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
Chancellors Activity Center			
	Activity Room #1 & #2 (per hour)	\$ 40.00	\$ 50.00
	Loffler (per hour)	\$ 105.00	\$ 115.00
	Loffler (youth sports leagues) per hour	\$ 20.00	\$ 30.00
	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
	Hall of Fame (Nov-Feb) per hour	\$ 20.00	\$ 30.00
Spray Park			
	Admission per person	\$ 5.00	\$ 7.00
	Season Passes	\$ 30.00	\$ 45.00
	Family Season Passes	\$ 70.00	\$ 90.00
	Rental Party - 1 hour - 50 people	\$ 75.00	\$ 90.00
	Rental Party - 2 hours - 50 people	\$ 150.00	\$ 175.00
Waterfront Parks Admissions			
	*Admission per vehicle	\$ 8.00	\$ 30.00
	Season Passes One Park	\$ 35.00	\$ 110.00
	Season Pass Both	\$ 50.00	\$ 150.00
	Season Pass Three	\$ 75.00	\$ 220.00
	<i>*Myrtle Point, Elms Beach and Snow Hill are all now Waterfront Parks, with the same admission amounts for all 3.</i>		

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30,2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
Sports Programs continued:			
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	\$ 15.00	\$ 20.00
	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	\$ 370.00	\$ 407.00
Wellness & Aquatics Center	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

FY2025 FEES AND CHARGES

RECREATION & PARKS ENTERPRISE FUNDS continued:	Approved Fiscal Year July 1, 2024 - June 30, 2025	
	Res.	Non-Res.
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	\$ 80.00	\$ 90.00
Swim Lessons - Preschool	\$ 80.00	\$ 90.00
Swim Lessons - Learn to Swim	\$ 80.00	\$ 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	\$ 80.00	\$ 95.00
Gym Rent 51 - 100 people	\$ 90.00	\$ 105.00
Gym Rent 101 - 200 people	\$ 100.00	\$ 115.00
Gym Rent 201 - 300 people	\$ 170.00	\$ 195.00
Room Rent 30 people or less	\$ 40.00	\$ 55.00
Stage Rent	\$ 20.00	\$ 35.00
Tables and Chairs	\$ 35.00	\$ 50.00

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
Sports Programs continued:			
Hollywood Recreation Center			
	Gym Rent 0 - 50 people	\$ 50.00	\$ 65.00
	Gym Rent 51- 100 people	\$ 60.00	\$ 75.00
	Room Rent	\$ 40.00	\$ 55.00
	Tables and Chairs	\$ 40.00	\$ 55.00
Leonard Hall Recreation Center			
	Gym Rent - UNDER 50	\$ 80.00	\$ 95.00
	Gym Rent - 51 -100	\$ 100.00	\$ 115.00
Margaret Brent Recreation Center			
	Gym Rental for 24 - under	\$ 60.00	\$ 75.00
	Gym Rental for 25 - up	\$ 80.00	\$ 95.00
Leonard Hall Recreation Center (Programs)			
	Hockey 6- 7 - Youth	\$ 100.00	\$ 105.00
	Soccer - Youth	\$ 75.00	\$ 80.00
	Soccer with shirts - Team	\$ -	\$ -
	Soccer without shirts - Team	\$ 600.00	\$ 700.00
	Field Hockey - Individual	\$ 75.00	\$ 80.00
	Lacrosse - Team	\$ -	\$ -
	Soccer without shirts - Fall Team	\$ 600.00	\$ 700.00
	Soccer with shirts - Fall Team	\$ 700.00	\$ 800.00
	Adult Soccer - Fall	\$ 95.00	\$ 100.00
	Soccer without shirts - Spring	\$ 600.00	\$ 700.00
	Soccer with shirts - Spring	\$ 700.00	\$ 800.00
	Indoor - Summer	\$ 450.00	\$ 550.00
	MULTISPORT CAMP	\$ 125.00	\$ 130.00
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

FY2025 FEES AND CHARGES

		Approved Fiscal Year July 1, 2024 - June 30, 2025	
RECREATION & PARKS ENTERPRISE FUNDS continued:		Res.	Non-Res.
Sports Programs continued:			
Sports Camps			
	BASEBALL CAMP	\$ 115.00	\$ 120.00
	BASEBALL HITTING CAMP	\$ 115.00	\$ 120.00
	BASEBALL BEFORE & AFTER	\$ 25.00	\$ 30.00
	BASKETBALL CAMP - League	\$ 100.00	\$ 105.00
	BASKETBALL CAMP INSTRUCTION	\$ 85.00	\$ 90.00
	BIDDY BASKETBALL CAMP	\$ 65.00	\$ 70.00
	CHEER CAMP	\$ 100.00	\$ 105.00
	FIELD HOCKEY CAMP	\$ 120.00	\$ 125.00
	SOCCER CAMP - Beginner	\$ 85.00	\$ 90.00
	SOCCER CAMP - Advanced	\$ 100.00	\$ 105.00
	SOFTBALL CAMP	\$ 85.00	\$ 90.00
	VOLLEYBALL CAMP	\$ 100.00	\$ 105.00
	LACROSSE CAMP	\$ 100.00	\$ 105.00
	BOY LACROSSE CAMP	\$ 110.00	\$ 115.00
	SPECIALIZED SPORTS CAMPS	\$ 100.00	\$ 105.00
	SPORTS ACADEMIES	\$ 150.00	\$ 200.00
Youth Sports Clinics			
	Clinics	\$ 30.00	\$ 35.00
Coaches Clinics			
	Clinics	\$ 5.00	\$ 10.00
Middle School Cheerleading			
	Spirit Team (No longer offered)	\$ -	\$ -
	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.