

# Charles County Administrator's MONTHLY REPORT

Reporting Period: March 1-31, 2016



Charles County Government  
[www.CharlesCountyMD.gov](http://www.CharlesCountyMD.gov)

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## County Administrator's Monthly Report to the Commissioners for Period Ending March 2016

Please find the sixth edition of the County Administrator's Monthly Report. The Monthly Report is designed to provide up-to-date data and information on the operations of County Government. Within you will find Department and Division Updates, Department Reports and Analysis, and County Goals and Objectives.

During this past month the Commissioners have been able to review the fiscal 2017 budget. The property and income tax rates are remaining the same as fiscal 2016. The single largest initiative is the funding of County Government merit increase raises and Sheriff's Office and Board of Education step increases. The budget will be further discussed by the Commissioners throughout the month of April. The public hearing for the budget is scheduled for Tuesday, April 19, 2016, at 7 p.m. Final adoption of the budget is scheduled for May 3, 2016.

This is the fourth month that the Monthly Report has been shared with the community on the county's website. On behalf of the Charles County Government directors and employees, I hope you find this report to be an informative tool that assists you, the policymakers, in better serving Charles County, and provides transparency and useful information to the Charles County community at large. I look forward to hearing your feedback.

*Mike Mallinoff*

Michael D. Mallinoff, Esq., ICMA-CM  
County Administrator



## County Administration

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**Michael D. Mallinoff, Esq., ICMA-CM, County Administrator**

**Deborah E. Hall, CPA, Deputy County Administrator**

In March, the budget staff rolled out presentations on two major budget areas: Enterprise Funds and the Capital Improvement Program. Several presentations were made to the Commissioners regarding the fiscal 2017 budget recommendations.

In order to better align resources and staff, the county administrator proposed a reorganization that will touch multiple operations within county government. In March, the directors and staff began discussing the realignment. The county plans to create a new department that will house the divisions of Recreation, Parks, and Tourism in one area, move Transportation into the Department of Planning and Growth Management, and realign Capital Services to within the Department of Public Works. The reorganization is subject to the approval of the Commissioners during the fiscal 2017 budget process.

- ◆ Hosted the Thunder Bay National Marine Sanctuary visit and presentation, which included major stakeholder involvement. Held a question-and-answer session afterward to discuss impacts of the federal designation.
- ◆ Held a teleconference with outside counsel to work on the Comcast cable renegotiation. Made several decisions regarding upcoming milestones and discussed next steps in the process.
- ◆ Trained ICMA (International City/County Management Association) Insights users on current spreadsheet to prepare for March 31 implementation. Worked with the Information Technology division and software users to identify and resolve issues.
- ◆ Held two all-county staff meetings to discuss the upcoming budget and to answer employee questions on compensation and other areas of interest.
- ◆ Finalized multiple Standard Operating Procedures: Smoking Policy SAF.1.002, Community Support Policy CC.1.019, Capital Project Closure Policy FAS.3.002, and Telework Policy DHR.1.002.
- ◆ Met with state officials to continue discussions on leasing and maintaining Chapel Point State Park. Continuing to work on next steps to move the lease forward.
- ◆ Met with Blue Crabs Stadium staff to discuss new food options for patrons and status of repairs on multiple items. Prepared for upcoming annual meeting in April.
- ◆ Welcomed the new county attorney, Ms. Rhonda L. Weaver, and met multiple times during the month to orient her and staff on current and upcoming legal issues.
- ◆ Chaired the first OPEB (Other Post-Employment Benefits) meeting. Discussed investment options and future funding issues.
- ◆ Worked with Tourism staff to transition the Sister City Program to their management area and to discuss and plan for the upcoming reorganization.

## Community Services

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### Eileen Minnick, Director

- ◆ Completed a joint, medium-duty transit bus procurement with St. Mary's and Calvert Counties. A contract should be issued in the near future. Orders for replacement buses are set to begin in April.
- ◆ Continued to conduct daily follow-up with clients of the Vision 2020 Program and provide agency referrals to utilize existing county resources.
- ◆ Provided housing assistance to more than 700 households through Housing Choice Voucher Program.
- ◆ Attended Maryland Department of Housing and Community Development's Community Development Block Grant training.
- ◆ Completed action on Community Development Block Grant Disaster Recovery project with acquisition of property located in flood plain area.
- ◆ Published the spring edition of the Parks and Recreation GUIDE on March 2. Printed and distributed 50,000 copies to elementary and middle schools and inserted in the Maryland Independent.
- ◆ Concluded the winter sports season and began the High School Prep Basketball League. Held various Easter and spring break events and activities.
- ◆ Hosted the 25th Annual Senior Prom in partnership with Charles County Public Schools and the Greater Waldorf Jaycees. This is an intergenerational special event for senior citizens and the associated student councils of Charles County public high schools.
- ◆ Recorded a live interview for Maryland Public Television (MPT), which aired across the entire MPT viewing area in March. Deborah Shanks, fitness coordinator, discussed the topics of nutrition, fitness, and wellness for older adults.
- ◆ Assisted 348 Charles County households with income tax preparation. This is a free service for low to moderate income seniors and low income persons with disabilities and is operated in partnership with AARP (American Association of Retired Persons) trained tax volunteers. Persons are also screened by Maryland Access Point personnel, for other benefits, programs, and services during the appointment scheduling process.

## County Attorney

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### Rhonda L. Weaver, County Attorney

- ◆ Welcomed new county attorney, Rhonda L. Weaver.
- ◆ Worked with lobbyist, through the Maryland General Assembly, to track and support local and statewide bills for which the Commissioners have taken a position, or which staff has requested status.
- ◆ Reviewed budget submission for fiscal 2017.

- ◆ Participated in continuing education legal webinars (e.g., disabilities, State and Local Legal Center Supreme Court).
- ◆ Continued coordination with the Department of Planning and Growth Management and outside consultant to provide a comprehensive review of school funding, capacity, and development issues.
- ◆ Continued collecting financial disclosure forms from those positions identified in the Code of Ethics.
- ◆ Collected approximately 180 alcoholic beverage license renewal applications for presentation to Board of License Commissioners. Issued 15 gaming licenses, 13 temporary alcoholic beverage licenses, and completed two transfers and one new alcoholic beverage license.
- ◆ Represented the county before the courts or administrative boards in various matters involving zoning compliance, collection, and other matters. Received four new requests from the Department of Planning and Growth Management to implement litigation.
- ◆ Provided staffing and counsel to 14 Board and Commission meetings.
- ◆ Logged 402 documents for review and further processing.

## Commissioners' Citizen Response

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### Julie Bryson, Executive Office Manager

- ◆ Received 79 cases for action and referral to county departments and outside agencies such as the Charles County Board of Education.
- ◆ Completed and closed 68 cases.
- ◆ Addressed citizen concerns primarily regarding recycling and litter, roads, parks, Unmanned Aerial Vehicles (UAVs), and school issues.

## Economic Development

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### Darrell Brown, Director

Hired Taylor Yewell as the Waldorf Urban Revitalization Corridor Manager. His responsibilities include managing the county's redevelopment efforts in the Waldorf urban corridor, working with local, state, and federal agencies to promote redevelopment and transit services for Charles County, and identifying and developing resources for a civic center in the county. Mr. Yewell has a Master of Real Estate degree from Johns Hopkins University.

- ◆ Wrapped up Commissioner briefings on the Competitive Realities Report. Anticipate receiving the five-year strategic Economic Development plan from Garner Economics by mid-April.
- ◆ Submitted to the Department of Commerce a status report on "mega projects" in Charles County. A copy of the report was provided to all Commissioners.

# DEPARTMENT & DIVISION UPDATES

Reporting Period: March 1-31, 2016

- ◆ Met with a business prospect looking to open a recycling business with the potential to create 30 direct jobs and a new sector within the county.
- ◆ Provided in-depth statistical information for business partner Tech Fire as a way to support the implementation of a female incubator program in Charles County. Overall, the information uncovered some fascinating statistics about our small business owners.
- ◆ Held meetings with property owners from Duke Holdings, LLC, as it relates to the Waldorf Urban Revitalization Corridor project.
- ◆ Engaged in an informational meeting with a principal from Hickey & Associates, a 30-year site selection and incentives consulting firm, introducing them to Charles County.
- ◆ Participated in the International Economic Development Council's Foreign Direct Investment Exporting Training.
- ◆ Held the quarterly partners meeting with the Department of Commerce. The primary goals of the meetings are to exchange information on state and county activities and to identify areas of collaboration on state programs.
- ◆ Sponsored and attended the Chamber of Commerce's Legislative Update Breakfast.
- ◆ Commenced the department's office renovation.

## Emergency Services

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### William Stephens, Director

- ◆ Hosted Federal Emergency Management Agency (FEMA) "applicant's briefing" to facilitate the Stafford Act applications of our partner agencies for FEMA Disaster Declaration DR-461, Maryland Severe Weather and Snowstorm.
- ◆ Closed on property located at Warren C. Eller Drive for the purpose of flood mitigation and open space.
- ◆ Participated in telephone conference call with the Centers for Disease Control on the Zika virus.
- ◆ Received a grant from the state in the amount of \$400,000 to implement the Mobile Integrated Healthcare Program.
- ◆ Conducted a "Run, Hide, Fight, and Treat" training for the Maryland Department of Labor and Licensing.
- ◆ Implemented collaborative Emergency Medical Services (EMS) dispatch protocol changes to enhance the efficiency of the Emergency Medical Services Operational Program.
- ◆ Training two EMS command staff in Six Sigma Black Belt to improve EMS processes and efficiencies. Six Sigma is a disciplined, data-driven approach and methodology for eliminating defects.

- ◆ Provided tours of the Tri-County Animal Shelter to the Girl Scouts and Boy Scouts.
- ◆ Added three new rescue organizations: Hill Rounds, Celebrating Pugs, and PAWS of Tomorrow, which are approved humane organizations registered as non-profit organizations that provide adoption opportunities for animals throughout the community.

## **Fiscal and Administrative Services**

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### **David Eicholtz, Director**

The month of March not only begins the NCAA basketball tournament (aka March Madness), but also the month operating and capital project budget reviews are held with the Board of County Commissioners. During this month, the initial review sessions associated with the county's five-year capital improvement program and the fiscal 2017 operating program budgets are reviewed with the Board. Budget reviews will continue through April with an anticipated budget adoption for all funds on May 3.

- ◆ Coordinated a successful workshop on insurance renewal processes with our insurance provider, Local Government Insurance Trust. Attendees included county governments from Calvert, Charles, and St. Mary's counties; the towns of Leonardtown, Berwyn Heights, Chesapeake Beach, Forest Heights, La Plata, Upper Marlboro, and Fairmont Heights; and the Charles County Sheriff's Office and St. Mary's County Metropolitan Commission.
- ◆ Continued negotiating for the purchase of community development software with the Department of Planning and Growth Management. The software will enhance and improve efficiencies associated with land use, subdivision plans, code enforcement, permit activities, and enable electronic plan submission, as well as electronic plan review.
- ◆ Upgraded Happy Housing Pro software. The upgrade streamlined processes and provided enhanced tools for performance measurement analysis and management.
- ◆ Conducted off-site disaster recovery testing for selected financial processes.
- ◆ Analyzed web hits. The top four search terms (in order) on the Charles County website for March were water bill, permits, food stamps, and property taxes. The busiest day on the Charles County website was Wednesday, March 30 with 15,702 page views.

## Human Resources

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**Paul M. Rensted, Director**

The Department of Human Resources has worked for many months to comply with the Affordable Care Act. Our department successfully met the deadline requirements for providing employees and retirees with IRS Form 1095-C. In addition, the department is assisting with the reorganization of several departments and addressing employee relations issues. Recruiting to fill positions associated with the reorganization has also been underway. Finally, our benefits division has been working on benefits renewals and wellness activities.

- ◆ Initiated the recruiting process for Public Safety Dispatchers, which includes recruiting applicants, administering testing, and conducting interviews to create an Eligibility List for future openings.
- ◆ Coordinated two all-employee meetings with the county administrator. Notes from the meeting will be distributed to employees.
- ◆ Submitted a letter with fiscal 2017 compensation recommendations to the county administrator. The DHR (Department of Human Resources) Employee Committee continues to review and vet suggestions from the 2015 Employee Satisfaction Survey and proposals submitted by employees.
- ◆ Offered wellness and pension training opportunities to employees including “Guided Meditation.”
- ◆ Worked with broker on benefits renewals for the upcoming fiscal year. Met with CareFirst representatives, including CVS CareMark representatives, to discuss upcoming fiscal 2017 insurance plan.
- ◆ Processed Cost of Living Adjustments (COLAs) for Charles County and Sheriff’s Office eligible retirees. The COLA will be effective May 1, 2016.
- ◆ Began discussion of a partnership with the Charles County Public Schools to display student artwork at the Government Building.
- ◆ Completed archiving historical personnel records. Scanning benefit records will begin in August 2017.
- ◆ Conducted the initial meeting of the Other Post-Employment Benefits (OPEB) Committee and received a presentation from Bolton partners on OPEB, current status, and alternatives. The next meeting will include information on Volunteer Employee Benefit Associations (VEBAs) and investment services.
- ◆ Continued revising the draft cost savings and volunteer/intern program Standard Operating Procedures (SOPs). Submitted the final Telework SOP and posted it on the county’s intranet.

## Media Services

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### Crystal Hunt, Chief

- ◆ Provided extensive staff support to the Commission for Women for their upcoming 20th Anniversary Gala event, including designing the CCCW Gala Event webpage; managing the online registration process; creating print collateral; and tracking award nominations, sponsorships, in-kind donations, and ticket purchases.
- ◆ Completed designs for high-profile promotion campaigns, including the Potomac River Watershed Cleanup and Community Cleanups (Public Works), Illegal Hydrant Connections (Public Works), and brochures for the Annual Caregivers Conference (Community Services).
- ◆ Conducted a site visit to Howard County to observe television operations, tour the television studio, and learn best practices.
- ◆ Partnered with St. Mary's County Public Information Office on March 2 to present "Mastering the Media in Crisis and Calm," to St. Mary's County Government staff.
- ◆ Recorded off-site joint meeting with Commissioners and the Towns of Indian Head and La Plata. Completed editing video within a week.
- ◆ Completed designs for the second "Get Connected" to Charles County Government promotion campaign, focusing on the county's online calendar and Flickr, the online photo gallery. Marketing materials included a paid ad, e-newsletter, and posters.
- ◆ Met with the Charles County Department of Health Public Information Staff to discuss how best to promote public awareness of the Zika virus.
- ◆ Conducted a preliminary site visit to Hughesville Fire Department to complete pre-planning and setup for recording the County Commissioners' first quarterly Town Hall meeting.
- ◆ Drafted articles and gathered information for the 2016 spring edition of the employee newsletter, The Eagle Eye.

## Planning and Growth Management

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**Peter Aluotto, Director**

The Charles County Planning Commission has certified the Draft County Comprehensive Plan. This act completes a multi-year effort to revise and update the previous Comprehensive Plan, which was adopted in 2006. The plan will now move forward to the Charles County Commissioners for adoption. Subsequent to that, county staff will perform a comprehensive re-zoning of the county to assure that its land development regulations are consistent with the newly adopted Comprehensive Plan.

- ◆ Met with the Department of Public Works (DPW) staff at the Port Tobacco Court House as part of an informal meet and greet in order to become familiar with what each department does and whom to contact under different circumstances with regard to historic buildings. Planning staff also provided a behind the scenes tour of the Port Tobacco facilities and the archaeology lab at Burch House.
- ◆ Sent the Jenkins Lane project out for rebid. The construction bids for Jenkins Lane came back far above the county's estimate. The county has revised its plans and sent them to the Maryland Department of Environment for approval. When the plans are returned, the project will be re-bid. In addition, the county is proposing to revise its ordinances to allow for the extended financing of these projects from 15 years to a maximum of 30 years.
- ◆ Submitted traffic data to the Washington Metropolitan Council on Governments (COG), an organization that supplies valuable transportation and traffic modeling to its members for long-range planning purposes. To do this, they rely upon local governments to supply them with socio-economic data gathered at a sub-census tract level known as a Traffic Analysis Zone (TAZ). The Division of Resource and Infrastructure Management updated this data and forwarded it to COG.
- ◆ Authorized six new National Pollution Discharge Elimination System (NPDES) projects. Charles County is required to participate in the NPDES program. The goal of this program is to treat storm water runoff before it enters our rivers and streams. This is accomplished through the construction of retro-fit projects. We issued a notice to proceed for local contractors to build six of these facilities.
- ◆ Resolved remaining Comprehensive Plan issues. In their last three meetings, the Planning Commission discussed changes to the Watershed Conservation District, keeping a proposed school site within a Priority Funding Area (PFA), and various land use issues in the Bryans Road Area. They also discussed various policies related to Transfer of Development Rights (TDRs). The meetings culminated with the adoption of the Draft Comprehensive Plan.
- ◆ Acquired property in a flood zone. Because of its location in a flood hazard area, the property was eligible for acquisition under the FEMA Flood Management Program. The county purchased the property and plans to demolish it in the near future.
- ◆ Completed preliminary testing of Competitive Power Ventures (CPV) waterline. The purpose of the test was to check for leaks and/or other problems, which may affect the completion of the project on schedule.

- ◆ Signed the Competitive Powers Ventures (CPV) SMECO easement. This easement was necessary to permit SMECO access across Charles County property to reach their meters.

## Public Works

### Bill Shreve, Director

The Department of Public Works, in coordination with other county departments and agencies, spent time in March planning and preparing to implement a variety of environmental programs in April. April has long been considered a green month by the environmental community, and includes Earth Day, which is on Friday, April 22 this year. Programs include: community cleanups, Potomac and Patuxent River cleanups, Household Hazardous Waste Day, free mulch distribution, and the resumption of curbside yard waste collection for more than 43,000 residents. Residents are urged to take pride in their surroundings and get involved in supporting beautification efforts in their neighborhoods and throughout Charles County.

- ◆ Reduced energy consumption at government buildings through the Division of Buildings and Trades' ongoing conservation efforts continues to result in significant energy savings. The 2015 Energy Savings report shows an overall annual energy savings of \$52,384.
- ◆ Worked with the Media Services Division to roll out the public Illegal Hydrant Meter Connection Information Campaign designed to enlist the help of all citizens in protecting our public water supply from contamination through improper connections to fire hydrants. The Sheriff's Office has joined in our efforts and assists with enforcement.
- ◆ Contracted with WACHS Company to assist Utility Operations with designing an effective program to provide uni-directional flushing of Waldorf system water lines. This will help to reduce brown water complaints.
- ◆ Trained plumbers performing work on Cross Connection control devices and completed the "go-live" for the XC2 software. This software provides an external interface for backflow prevention device test results reporting by plumbers.
- ◆ Issued the notice-to-proceed for securing 12 manholes along the Bryans Road Interceptor to prevent sewage leaking out during high flow events. The design is based on two prototypes tested and will be expanded to more than 60 additional sites.
- ◆ Repairs were made to more than 200 potholes on county roads. Our goal is to have them repaired within 48 hours of notification. Finishing up road surface inspections to set priorities for this year's resurfacing schedule.
- ◆ Conducted an inter-agency meeting to discuss joint efforts to improve Chapel Point State Park. Preliminary goals and master plan continue to be discussed between the Maryland Department of Natural Resources and Charles County staff to develop an agreement on managing this park.

# DEPARTMENT & DIVISION UPDATES

Reporting Period: March 1-31, 2016

- ◆ Held a meeting with Parks and Environmental Resources Division staff on-site at Pisgah's closed landfill to discuss the potential of establishing a UAV (Unmanned Aerial Vehicle) fly zone there to provide a drone and fixed-wing aircraft park for Charles County citizens. Some safety issues need to be addressed and questions asked of Maryland Department of Environment to support a decision.

## Safety and Security

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**Joane Gulvas, Safety Officer & John McConnell, Building Security Officer**

- ◆ Completed installation of functioning door monitoring system at Nanjemoy Community Center.
- ◆ Initiated installation of new security card access software. The existing security access software has reached the end of its life cycle, and is due to be upgraded.
- ◆ Prepared training information for Employee Emergency Notification System for County Government Building employees. Security will train all employees on the new system within the next two months.
- ◆ Completed two ergonomic evaluations. Issued follow-up correspondence for corrective items.
- ◆ Investigated four workers' compensation injuries. None of these injuries required medical attention or lost time from work.
- ◆ Hosted/facilitated a Red Cross Blood Drive. This was a very successful blood drive with 15 units of blood being collected.
- ◆ Hosted a Southern Maryland Risk Management and Safety Team Meeting in which safety and risk management professionals from the Southern Maryland area gather quarterly to discuss current safety issues and possible solutions.

## Tourism

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**Deborah E. Hall, CPA, Deputy County Administrator**

- ◆ Attended the Thunder Bay National Marine Sanctuary presentation hosted by Charles County Government.
- ◆ Assisted 4,841 Charles County visitors at the Crain Memorial Welcome Center.
- ◆ Transitioned the International Programs initiative from the Public Information Office to the Tourism Division, which included attending the Maryland Sister States Program Annual Legislative Reception held at the Miller Senate Building in Annapolis, Maryland.
- ◆ Represented the county in welcoming 50 American Bass Angler boaters for the county sponsored Bass fishing tournament held at Smallwood State Park.
- ◆ Met with Discover Quest Event Committee to discuss logistics, scavenger hunt, and unveil the branding for the August 13 and 14 event, which will be held in the Town of Indian Head at the Village Green.

# DEPARTMENT & DIVISION UPDATES

Reporting Period: March 1-31, 2016

- ◆ Negotiated the sponsorship of the April 9 annual St. Charles Running Festival, held at Regency Furniture Stadium in Waldorf. The event has a projected attendance of 300 running participants.
- ◆ Participated in Southern Maryland Heritage Area Consortium activities, including: grant review, board meeting, regional travel writers research tour, Maryland Motor Coach Association and Pennsylvania Bus Association marketplace.
- ◆ Participated in the Charles County July 4 Incident Action Plan session with the Charles County Sheriff's Office, Department of Emergency Services, Maryland State Police, and Regency Furniture Stadium to discuss the countywide Fourth of July events.
- ◆ Created the marketing plan for the Seventh Annual Market Day at the Historic Port Tobacco Courthouse on May 14 from 9 a.m. to 2 p.m.
- ◆ Executed the Maryland Department of Commerce, Maryland Tourism Development Board, fiscal 2016 Destination Marketing Organization Grant Agreement to undertake activities, promote, and coordinate efficient and beneficial development of travel and tourism in the state.

# REPORTS AND ANALYSIS

Reporting Period: March 1-31, 2016

## Citizen Response Office New Case Percentages by Commissioner District

### TOP 5 ISSUES REPORTED IN FEBRUARY

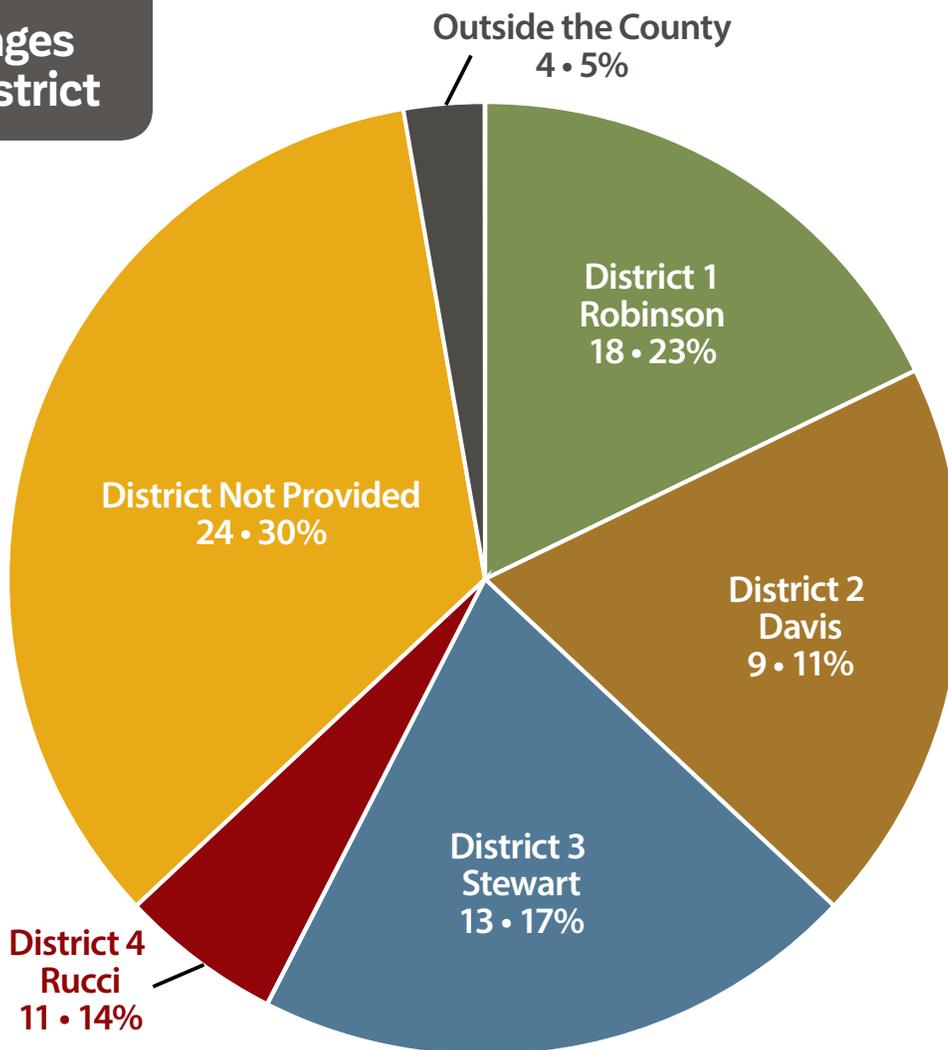
Recycling and  
Litter: 9

Roads: 7

Parks: 4

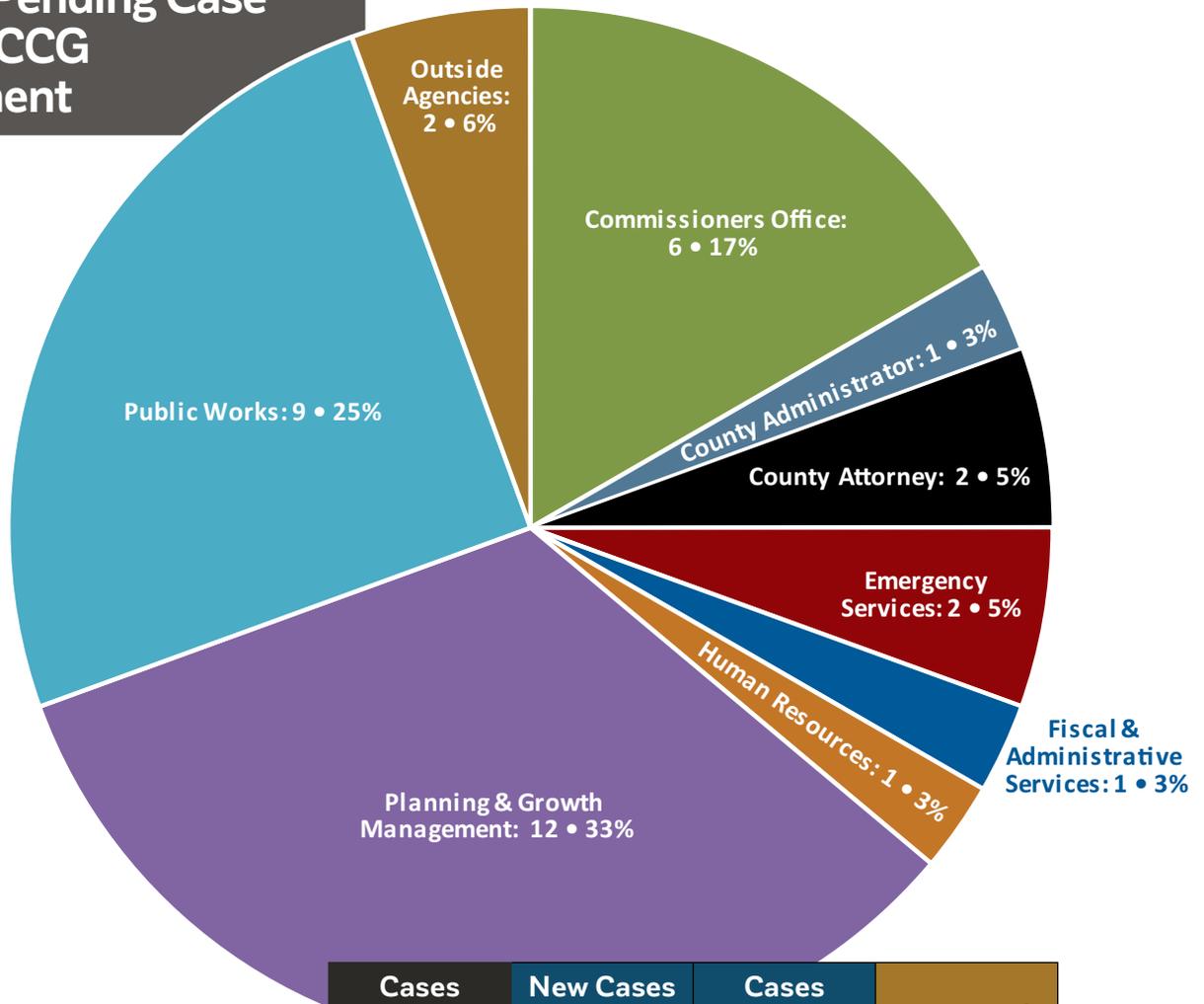
UAVs (Drones): 4

Schools (Outside  
Agency): 4



	Cases Received in FY2016	New Cases Received in March	Cases Closed in March	Pending/ Open Cases
District 1 (Robinson)	122	18	16	5
District 2 (Davis)	136	9	7	6
District 3 (Stewart)	114	13	12	7
District 4 (Rucci)	62	11	10	4
District Not Provided	253	24	19	14
Outside the County	17	4	4	0
Multiple Districts	33	0	0	0
<b>Grand Total</b>	<b>737</b>	<b>79</b>	<b>68</b>	<b>36</b>

## Citizen Response Office FY2016 Pending Case Load by CCG Department



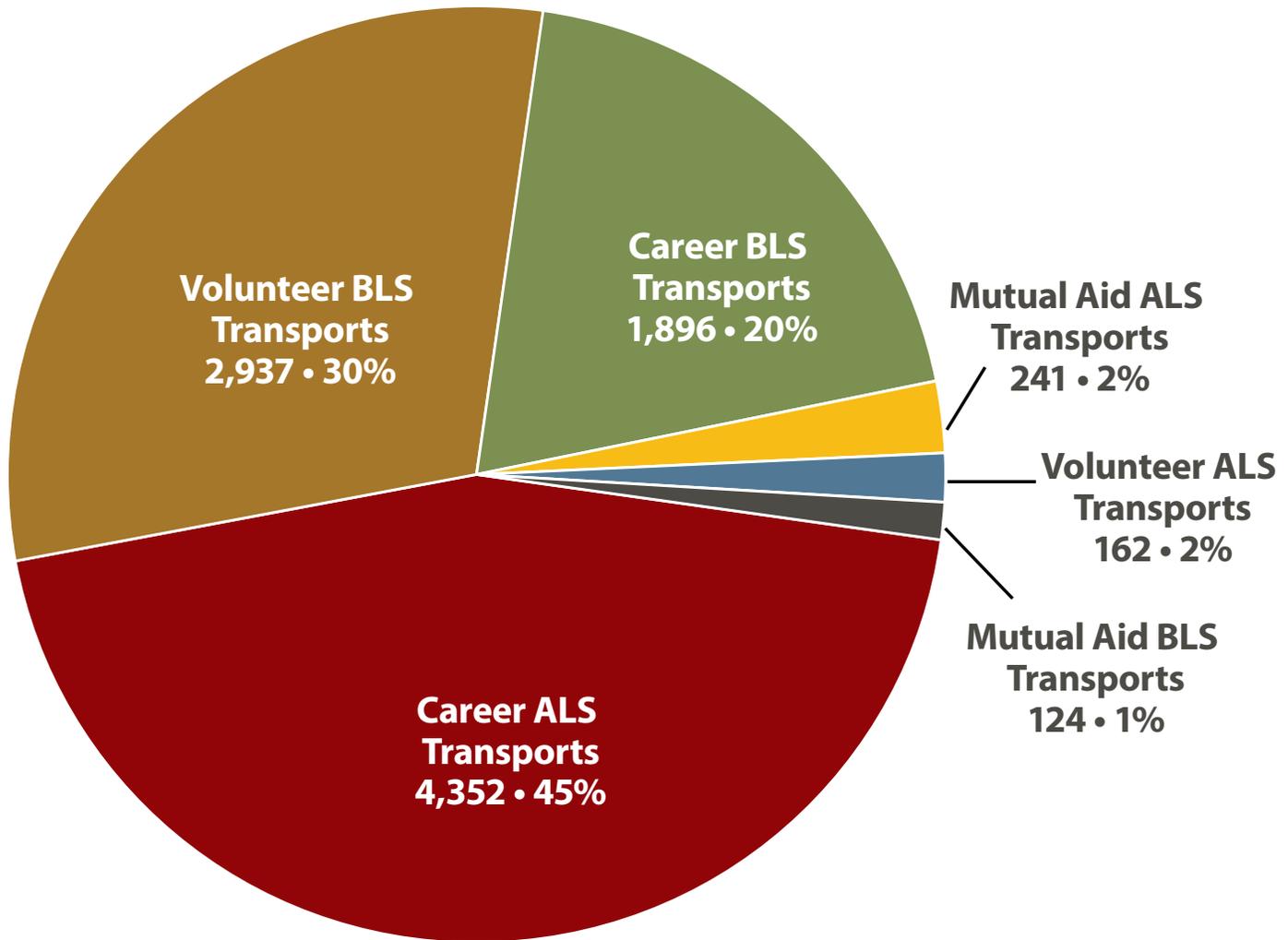
	Cases Received in FY2016	New Cases Received in March	Cases Closed in March	Pending/ Open Cases
Commissioners Office	189	19	17	6
County Administrator	15	3	2	1
Community Services	20	2	2	0
County Attorney	9	1	1	2
Economic Development	1	0	0	0
Emergency Services	31	1	1	2
Fiscal & Administrative Services	30	3	3	1
Human Resources	3	0	0	1
Planning & Growth Management	162	19	16	12
Public Works	223	22	18	9
Outside Agencies	54	9	8	2
<b>Grand Total</b>	<b>737</b>	<b>79</b>	<b>68</b>	<b>36</b>

# REPORTS AND ANALYSIS

Reporting Period: March 1-31, 2016

## Emergency Services Response & Transport Reporting

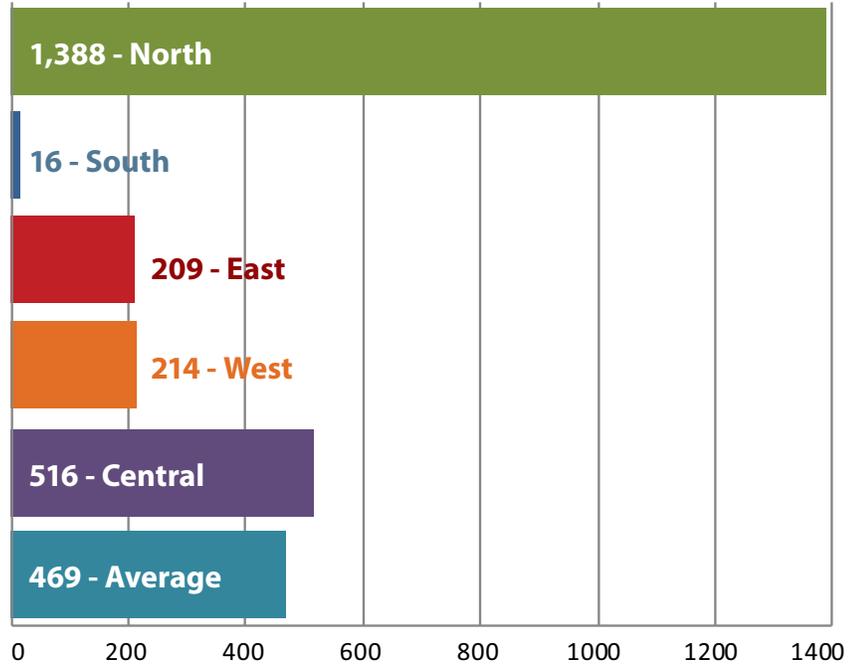
### FY2016 Countywide EMS Fiscal Transports



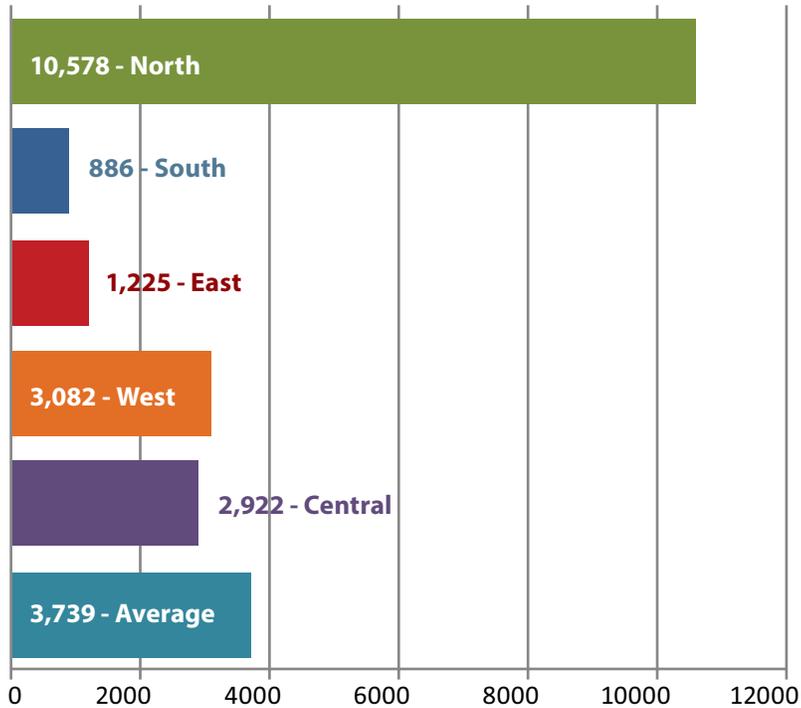
BLS = Basic Life Support  
ALS = Advanced Life Support

## Emergency Services Response & Transport Reporting

**FY2016 First Due Service Delivery Per Geographic Region**



**FY2016 First Due Service Deficits Per Geographic Region**



**NORTH SIDE**  
Waldorf, Westlake  
and White Plains

**SOUTH SIDE**  
Newburg and  
Cobb Island

**EAST SIDE**  
Hughesville and  
Benedict

**WEST SIDE**  
Ironsides, Marbury,  
Potomac Heights,  
Bryans Road and  
Indian Head

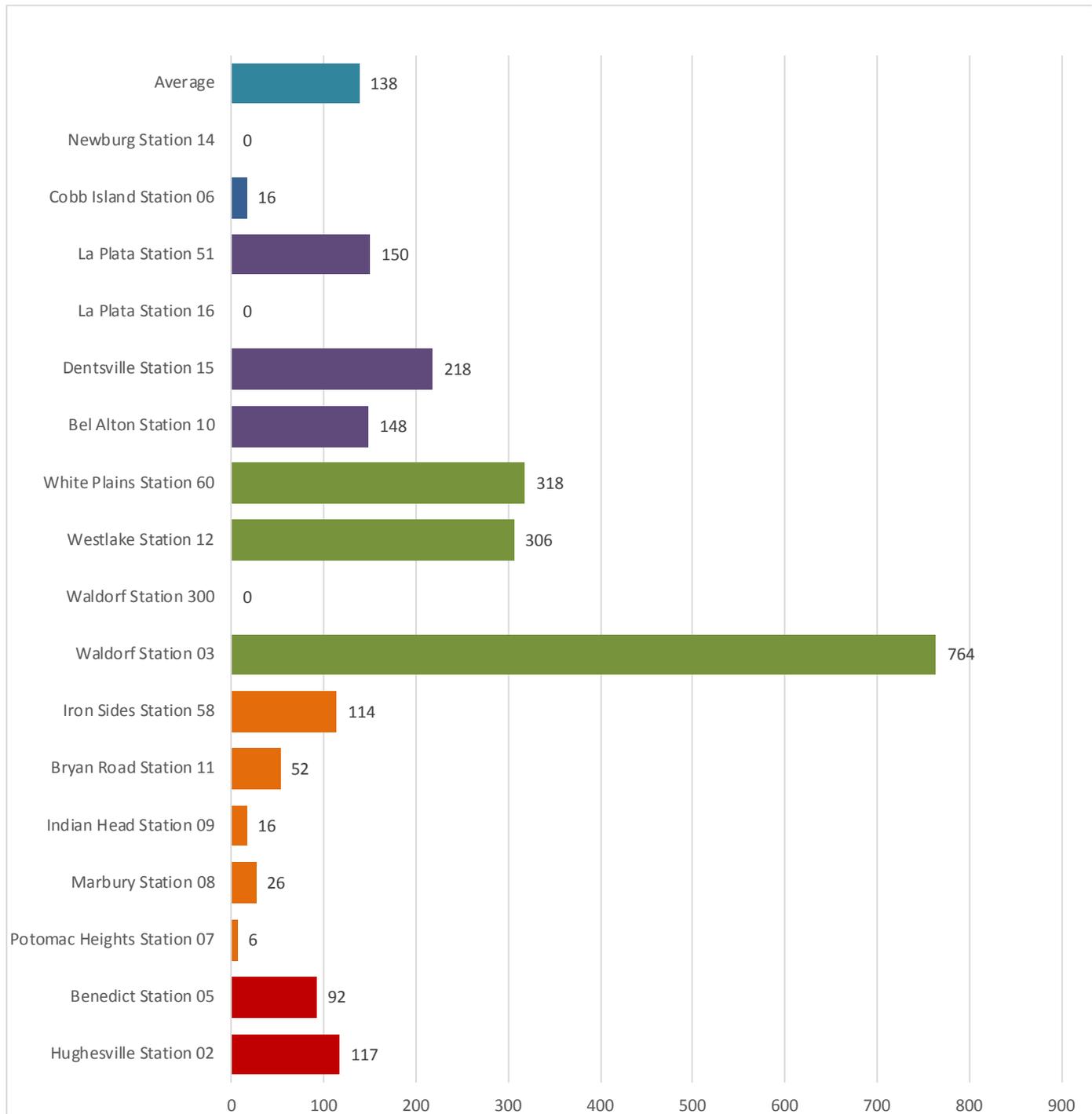
**CENTRAL**  
La Plata, Dentsville  
and Bel Alton

# REPORTS AND ANALYSIS

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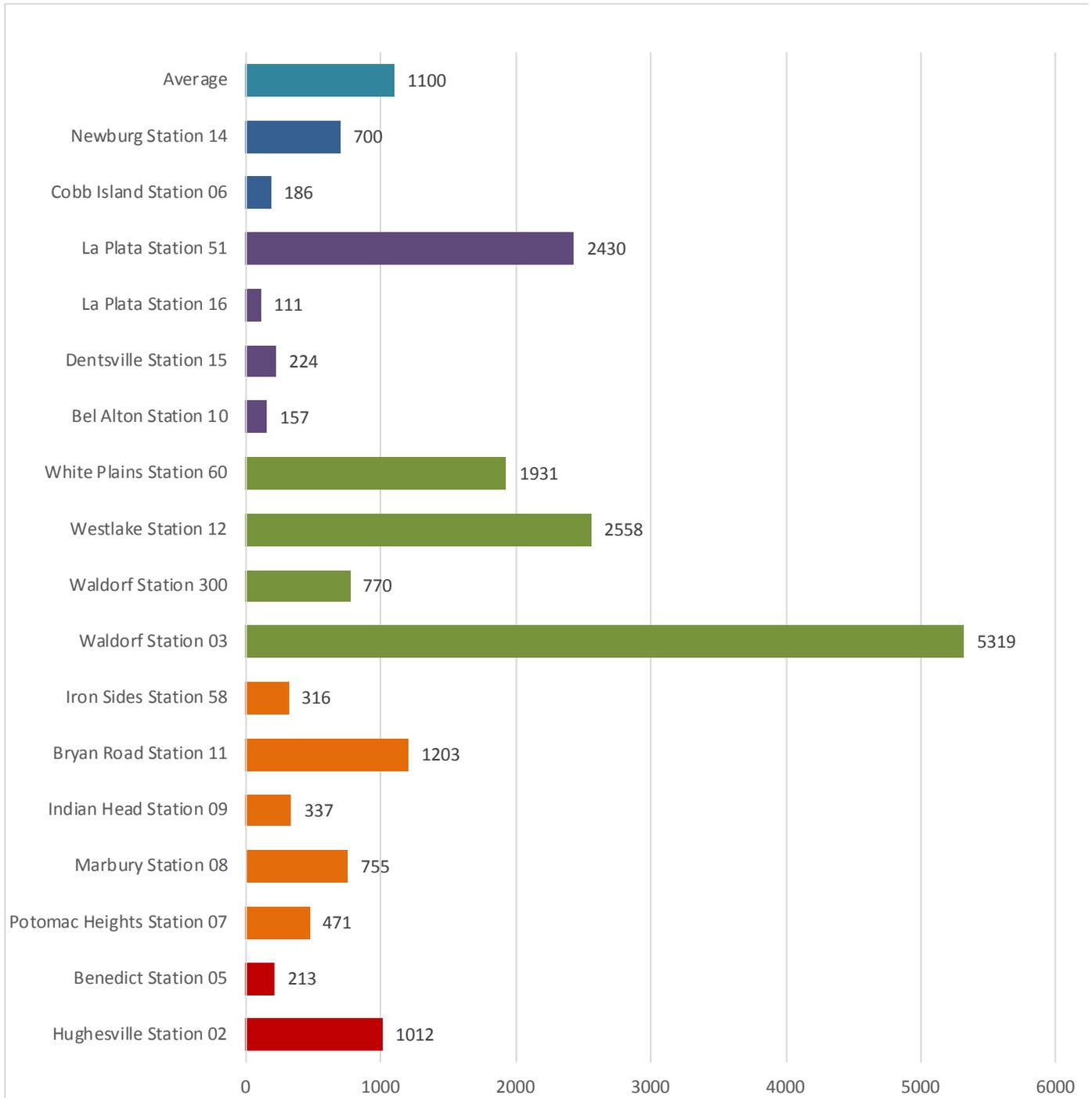
## Emergency Services Response & Transport Reporting

### FY2016 First Ambulance Dispatched Unavailable



## Emergency Services Response & Transport Reporting

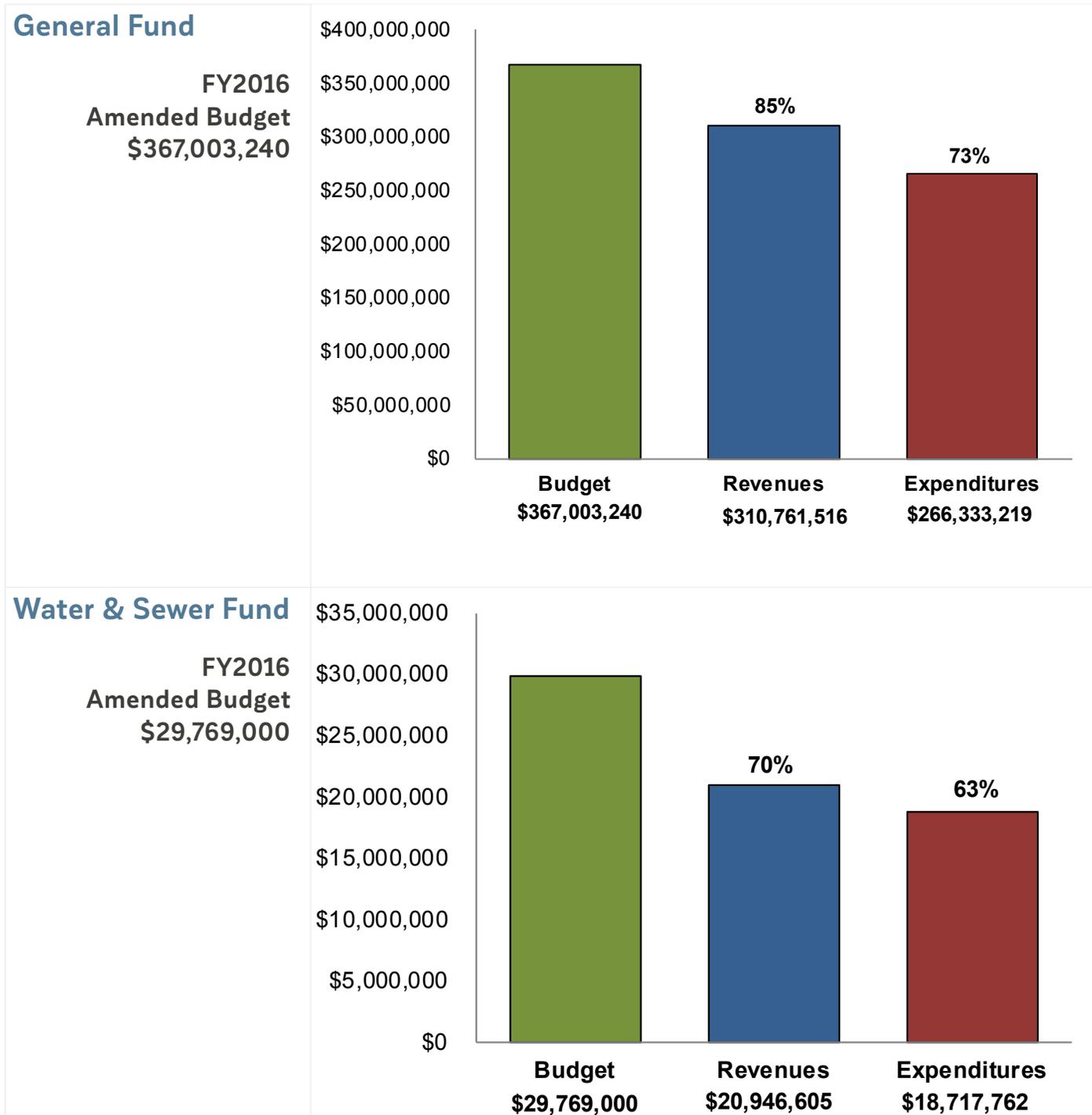
### FY2016 EMS Service Delivery Per Station



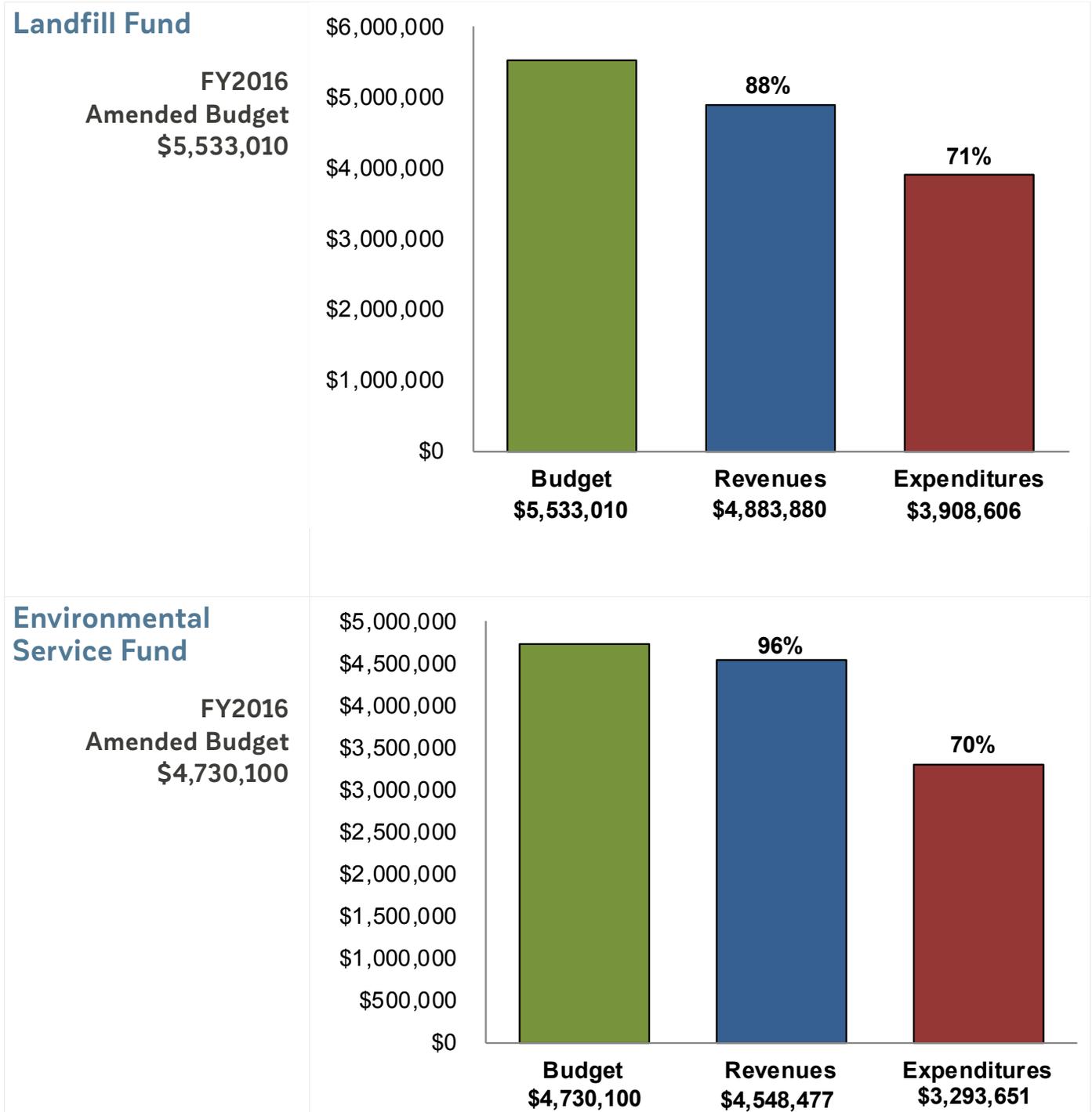
# REPORTS AND ANALYSIS

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## Fiscal & Administrative Services Budget Reporting



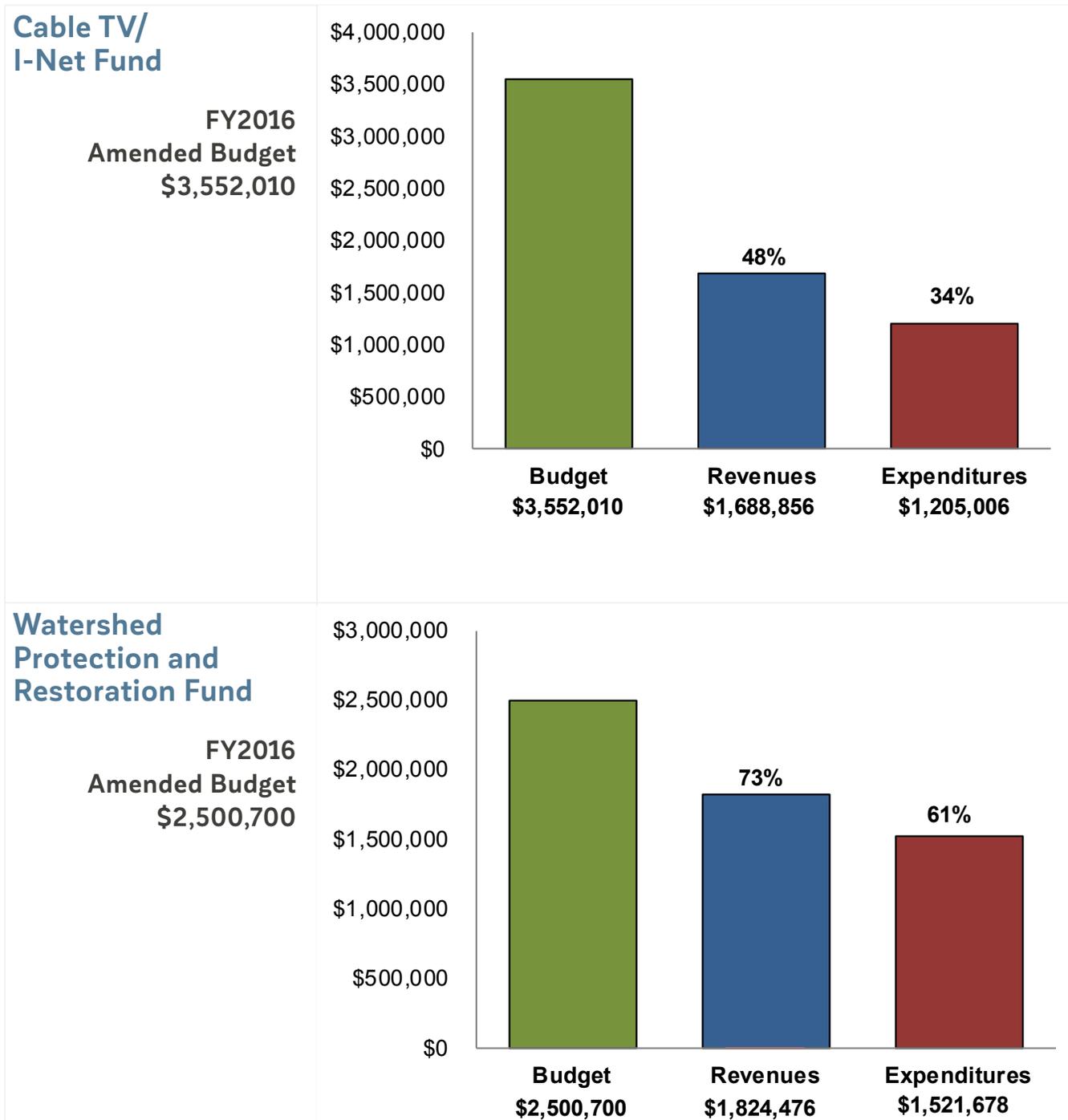
## Fiscal & Administrative Services Budget Reporting



# REPORTS AND ANALYSIS

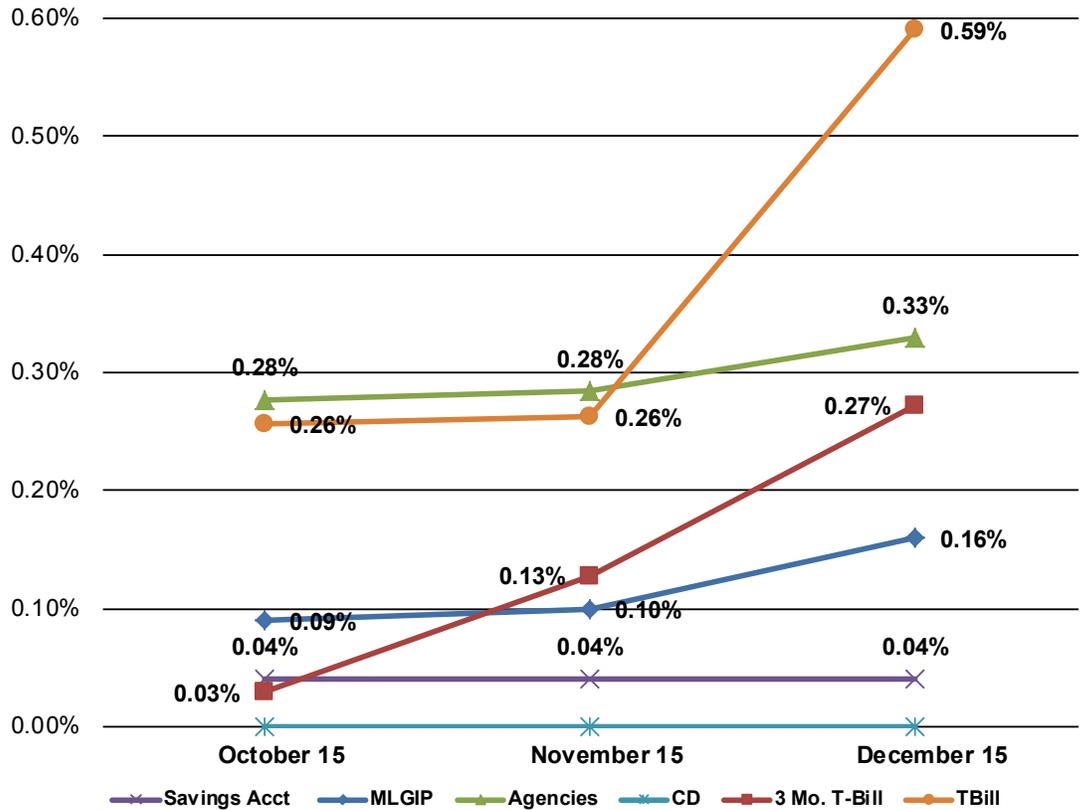
Reporting Period: March 1-31, 2016

## Fiscal & Administrative Services Budget Reporting

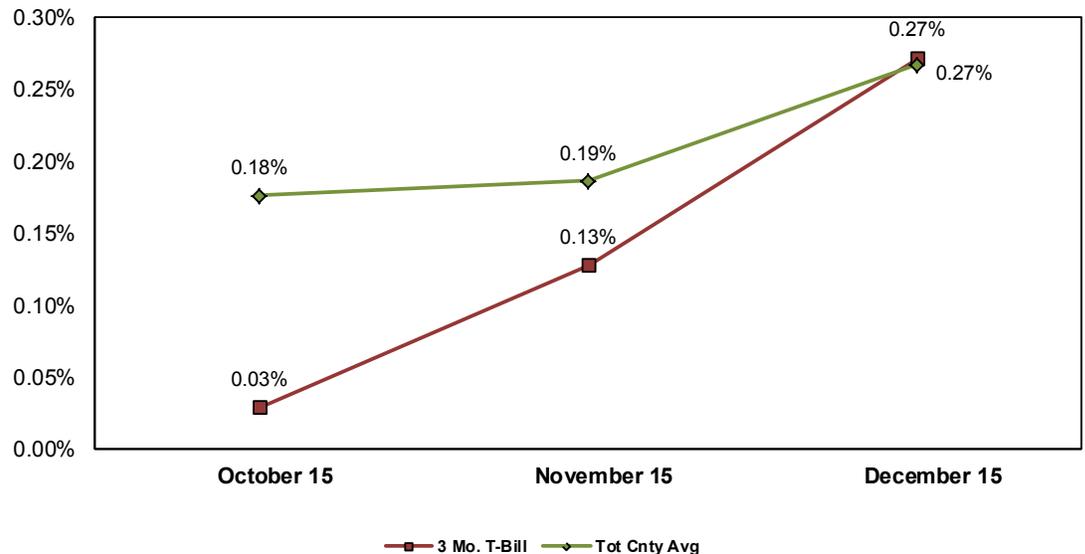


## Fiscal & Administrative Services 4th Quarter Update October–December 2015

### County Investment Yields



### Three Month T-Bill versus County Investments



# REPORTS AND ANALYSIS

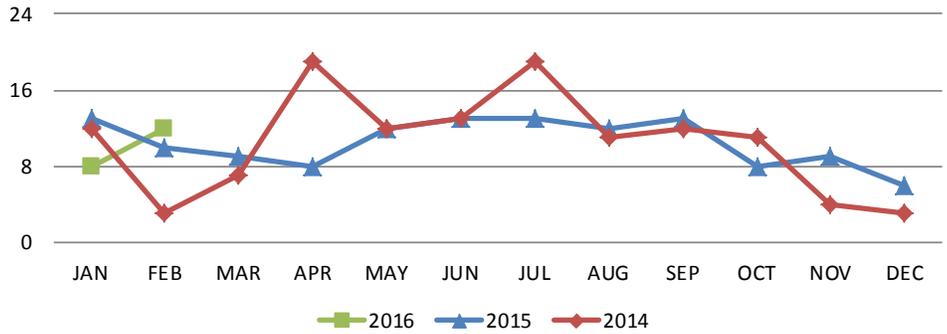
Reporting Period: March 1-31, 2016

## Human Resources County Positions

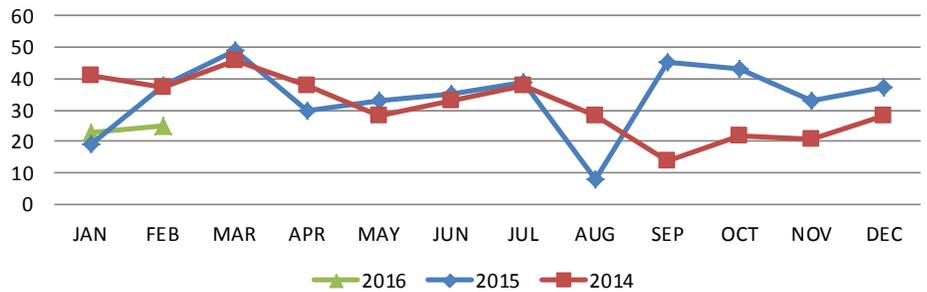
<b>Positions Recruited March 1-31, 2016</b>	<b>Positions Filled March 1-31, 2016</b>
Aging Disability Resource Center Coordinator	County Attorney
Capital Services Project Manager I, II, & Senior (3 positions)	Custodial Worker I
Chief of Parks & Grounds	WURC Manager
Chief of Tourism	
Director of PGM	
Electrician II	
Equipment Operator III	
Line Maintenance Worker	
LMB Program Specialist	
Public Safety Dispatcher I	
Public Safety Dispatcher Eligibility List	
Revenue Specialist	
Wastewater Operator Trainee	

## Planning & Growth Management Building Applications Submitted

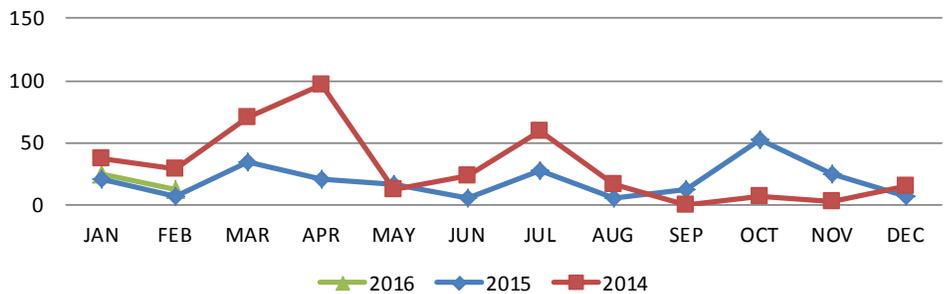
**New Single Family Units on Well/Septic**



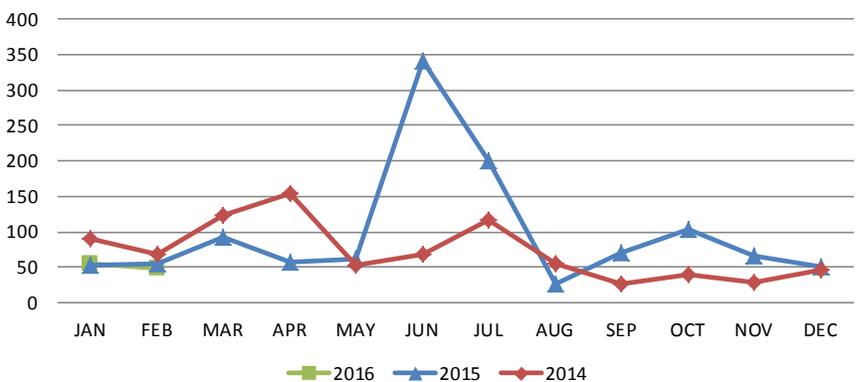
**New Single Family Units on Public Water/Sewer**



**New Townhouse Units**



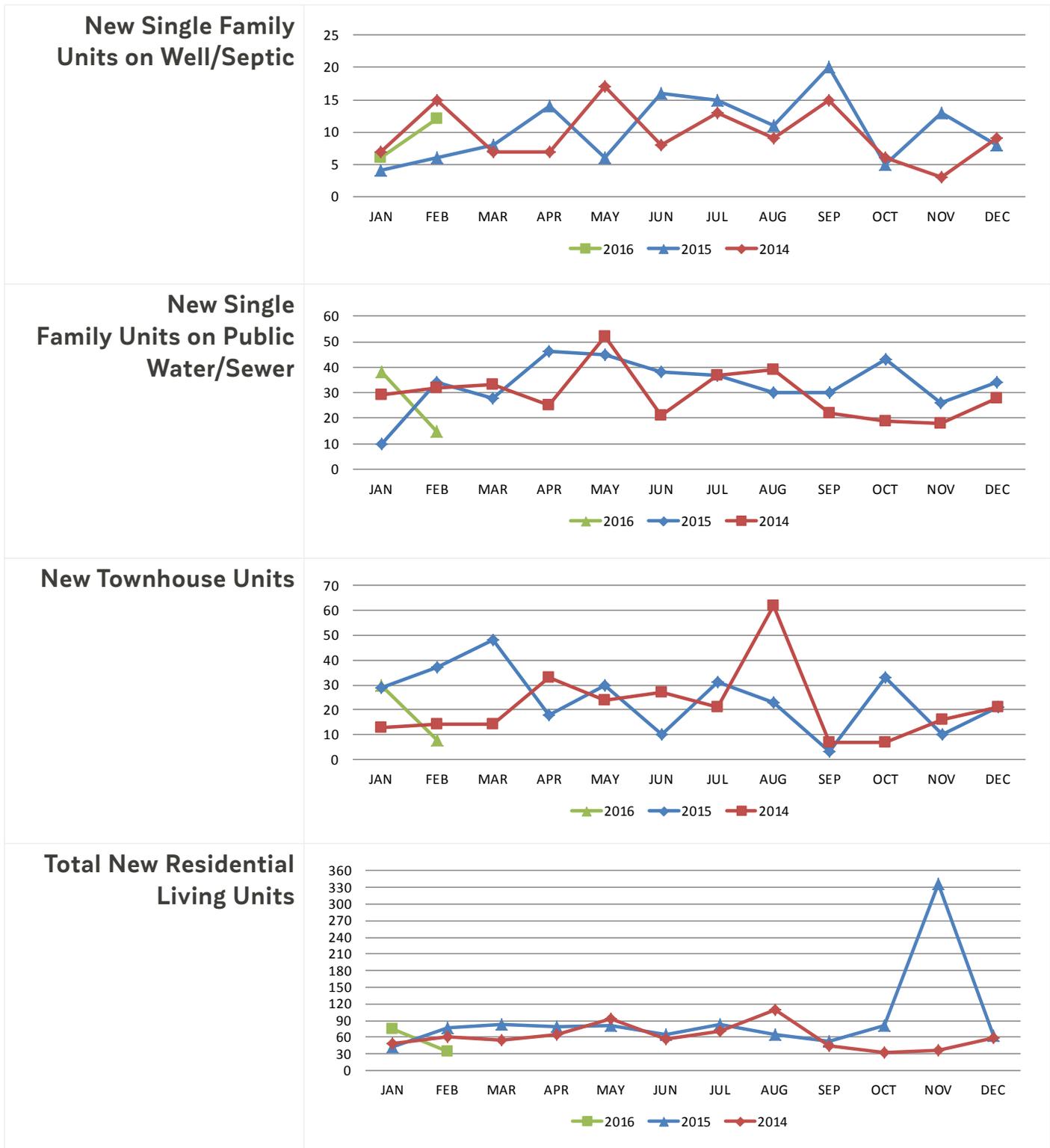
**Total New Residential Living Units**



# REPORTS AND ANALYSIS

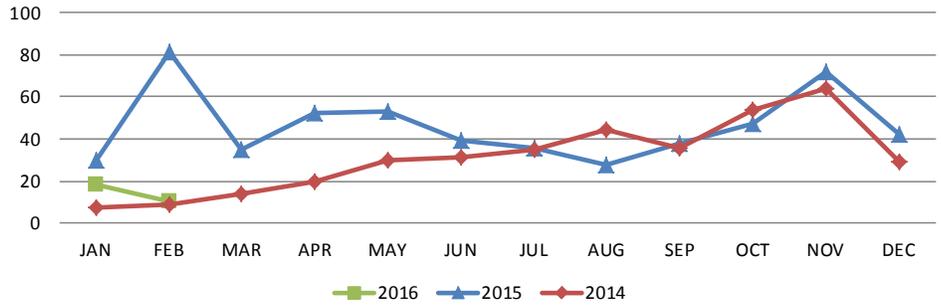
Reporting Period: March 1-31, 2016

## Planning & Growth Management Building Permits Issued

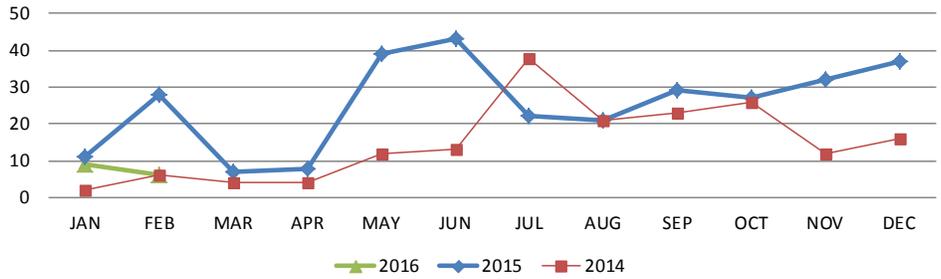


## Planning & Growth Management Use and Occupancy Certificates Issued

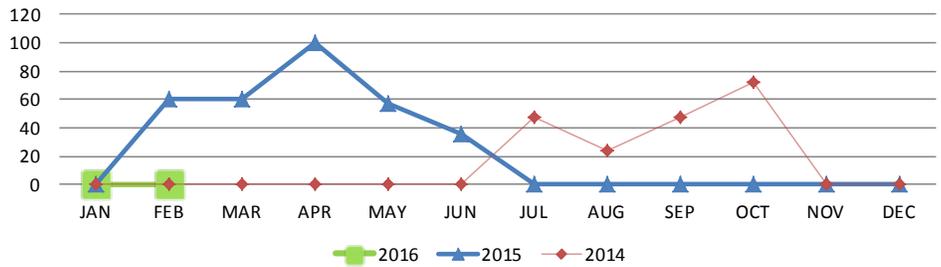
**New Single Family Units on Well/Septic**



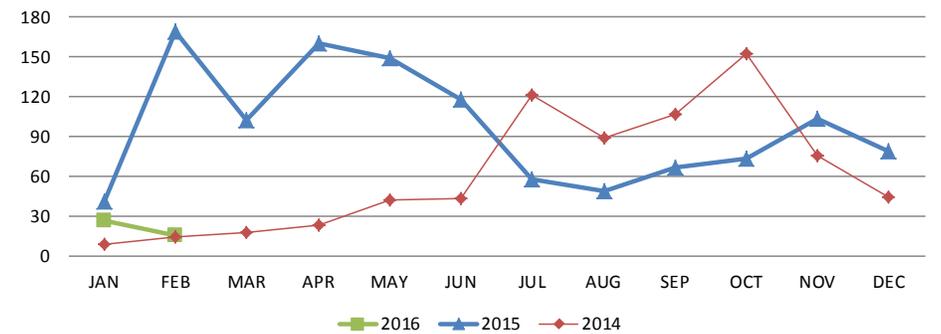
**New Townhouse Units**



**New Apartment Units**



**Total New Residential Living Units**



# PERFORMANCE MEASURES

Reporting Period: Previous and Current Month

	February 2016	March 2016	FY Total
<b>COMMUNITY SERVICES</b>			
Vision 2020 - Total number of participant contacts made	286	147	1,218
Number of passengers transported per service hour on fixed route service	11.22	13.75	N/A
Number of passengers transported per service hour for door to door service	1.85	1.79	N/A
Total number of low income housing assistance provided	795	742	4,723
Total number of recreation activity registrations	1005	2132	8,425
Percentage of online registrations	43%	62%	N/A
Total number of seniors served	1,542	1,619	9,142
Total number of seniors who access MAP (MD Access Point)	597	703	3,433
<b>ECONOMIC DEVELOPMENT</b>			
County unemployment rate	4.6% (Jan, 2016)	4.7% (Feb, 2016)	N / A
Increased population	1,847 <i>(Population change b/t July 2013-July 2014)</i>	1,431 <i>(Population change b/t July 2014-July 2015)</i>	N / A
Average annual employment in Charles County	42, 212 (2nd Qtr. 2015)	41,853 (3rd Qtr. 2015)	N / A
Job creation (above average salary of \$40k per year)	760 <i>(Employment increase b/t 1st Qtr 2015 and 2nd Qtr 2015)</i>	243 <i>(Employment increases in Construction, Manufacturing, Professional and Business Services, Education and Health Services b/t 2nd Qtr 2015 and 3rd Qtr 2015)</i>	N / A
Revenue increase (facilitate capital investment that leads to increased commercial tax base)	\$1,225,000 <i>(As reported from the PGM Building Estimates and Revenue of New Commercial Estimated Construction Costs Report)</i>	\$0 <i>(As reported from the PGM Building Estimates and Revenue of New Commercial Estimated Construction Costs Report)</i>	N / A

# PERFORMANCE MEASURES

Reporting Period: Previous and Current Month

	February 2016	March 2016	FY Total
<b>EMERGENCY SERVICES</b>			
FARU - Control the ratio of false alarms to registered accounts.	0.028	0.027	N/A
ACO - Reduce the ratio of sustained to non-sustained complaints related to animal control field services.	0	0	N/A
TCAS - Improve ratio of live releases of Adoptable/Rescueable/Reclaimable Animals (ARRA) to total intakes.	71.60%	88%	N/A
EMS - Maintain crew reflex time of 90 seconds or less.	89%	86%	N/A
EMS - Ensure arrival on scene time of 9 minutes or less, 90 % of the time.	49%	51%	N/A
911 - Ensure that calls are processed and dispatched within 2 minutes or less 90% of the time.	48%	54%	N/A
911 - Maintain Radio System Reliability at 99.9%.	99.90%	99.90%	N/A
911 - Maintain Radio System Saturation at less than 40%.	21%	22%	N/A
<b>FISCAL &amp; ADMIN SERVICES</b>			
County Bond Rating (one-time)	AAA - Fitch / AAA - S&P / Aa1 - Moody's		N/A
Accuracy of revenue and expense estimates per major fund (FY15 Actual) (one-time)	<ul style="list-style-type: none"> <li>• General Fund Revenue - 99.1%</li> <li>• General Fund Expense - 98.8%</li> <li>• Cable Revenue - 99.1%</li> <li>• Cable Expense - 96.0%</li> <li>• W &amp; S Revenue - 96.1%</li> <li>• W &amp; S Expense - 91.4%</li> <li>• ESF Revenue - 97.3%</li> <li>• ESF Expense - 99.5%</li> <li>• Landfill Revenue - 89.1%</li> <li>• Landfill Expense - 94.3%</li> <li>• Watershed Revenue - 98.2%</li> <li>• Watershed Expense - 85.4%</li> </ul>		N/A
Average number of days for approval of budget transfer requests	5.26	3.19	N/A
Percent of IT (Information Technology) work request completed	99%	99%	N/A

# PERFORMANCE MEASURES

Reporting Period: Previous and Current Month

	February 2016	March 2016	FY Total
Average website page views per month	321,644	323,951	N/A
Number of PC/laptops/tablets supported	966	979	N/A
Average number of days to process purchase orders (YTD)	0.123	0.113	N/A
Cost avoidance - savings to the County as a result of formal solicitation	\$1,994,891	\$1,994,891	9,657,062
Minority business participation percentage (YTD)	21.4%	21.4%	N/A
Percent of ACH payments to total payments	42.67%	37.17%	N/A
Average days to process payment	4.77	6.5	N/A
Average time to respond to public inquiries (Hours)	3.5	3	N/A
Average days to deposit receipts	1	1	N/A
Number of days after SDAT notification for public availability of tax information (one-time July)	FY2016 Tax Bills - 5	FY2016 Tax Bills - 5	N/A
<b>HUMAN RESOURCES</b>			
Number of full-time positions filled	7	3	35
Diversity of all applicants (% women / % minority)	49% / 52%	27% / 40%	N/A
Average number of applications per job	12	25	N/A
Number of new retirees processed	1	0	13
Number of formal staff grievances	0	1	3
Number of training classes offered	17	22	88
<b>MEDIA</b>			
Number of news/press releases	44	35	216
Number of social media posts	348	377	2,244
Number of media inquiries	12	15	80
<b>PGM</b>			
Total number of subdivision lots recorded	24	40	335
Total number of plans submitted	3	5	19

# PERFORMANCE MEASURES

Reporting Period: Previous and Current Month

	February 2016	March 2016	FY Total
Total number of plans approved	15	6	49
Total number of inspections per inspector	201.07	214.65	1,303
Total number of residential living permits received	49	73	398
Percentage of permits processed within 14 days	100%	100%	N/A
Number of same-day permits processed per specialist	81	33.75	495
Number of electrical permits issued	233	265	1,574
Total number of Permanent Use & Occupancy permits issued	77	75	674
Total number of Temporary Use & Occupancy permits issued	65	59	302
Inventory of inadequate water, sewer and drainage facilities	3	3	N/A
<b>PUBLIC WORKS FACILITIES</b>			
Total building square footage maintained by custodians (\$/sq ft)	*676,683 / \$.12	676,683 / \$.12	N/A
Number of requested work orders (% Corrective vs Preventive)	341 / 70% vs 30%	383 / 38% vs 62%	N/A
Landfill tons received (\$/Ton)	5,855 / \$70	5,933 / \$70	N/A
Recycling tons/Diversion Rate vs. State mandates	931 / 56% / 35%	1,023 / 56% / 35%	N/A
Number (acres or sq ft) of fields maintained (\$/sq ft or \$/acre)	187 / \$620	187 / \$620	N/A
Number of sports participants (\$/ participant)	138 / \$27.52	8,077 / \$27.52	N/A
Average number of games per athletic field	1	7	N/A
Building site acres maintained (\$/acre)	810 / \$156	810 / \$156	N/A
Number of vehicles maintained (% Corrective vs. Preventive and \$/vehicle)	545 / 15% vs 85% / \$160	516 / 24% vs 76% / \$127	N/A
Number of road miles resurfaced (\$/mile)	0	0	N/A

# PERFORMANCE MEASURES

Reporting Period: Previous and Current Month

	February 2016	March 2016	FY Total
Number of lane miles maintained (\$/mile)	1,680.63 / \$2,575.04	1,680.63 / \$2,575.04	N/A
Number of pothole reports (\$/repair)	328 / \$100	209 / \$100	N/A
Customer complaints (% resolved vs. reported and average time to resolve)	5 / 100% / 24 Hours	6 / 100% / 24 Hours	N/A
Number of injury and property damage claims reported (#/month)	0	0	2
<b>PUBLIC WORKS UTILITIES</b>			
Water/Sewer line breaks (number of and \$/event)	3 @ \$20,522.83	2 @ \$12,094.43	0
Water/Sewer Regulatory Compliance (% Violations vs. Potential Violations).	4% vs 51	0% vs 51	0
Total meters installed per month: New, Replacement and Change Out Program	174	125	1,151
Water/Sewer delivered/treated. Statistic is for previous month, in order to allow for multiple site calculations.	157.1 mg / 388.3 mg	183 mg / 315.7 mg	0
Customer complaints (% resolved vs. reported and average time to resolve)	4 / 92% / 48	5 / 81% / 48	0
Number of injury and property damage claims reported (#/month)	3	9	24
<b>SAFETY</b>			
Safety inspections completed	1	1	5
Number of work related injuries	4	4	28
<b>TOURISM</b>			
Number of tourism constituents that have adopted the brand in their marketing materials (i.e. museums, tourist attractions, etc.)	TBD	TBD	0
Number of places where the brand is used	TBD	TBD	0
Lodging dollars generated	92,580.76	(1 month lag)	389,161
Amusement taxes collected	(3 month lag)	(3 month lag)	351,481
Visitor attendance at historic sites	477	1,594	7,600

## Bill: HB 43

Crossfile: SB 70 • Sponsor: Saab

### Duties of Guardian of the Person and Visitation Between Adult Child and Parent

Expanding the duties of a guardian of a disabled person to include enforcing the right to receive visitors and specified communications; authorizing an adult child to file a petition to compel visitation with a parent; requiring the court to appoint an independent investigator to conduct an investigation and report to the court; requiring the court to determine whether the proposed visatee has specified decision-making capacity; requiring the court to grant or deny visitation under specified circumstances.

Committees: Judiciary  
House Status: Unfavorable Report by Judiciary (3/7)  
Judiciary Thu 1/28 1:00 PM  
Senate Status: No Actions  
Status: In the House - Unfavorable Report by Judiciary (3/7)

## Bill: SB 70

Crossfile: HB 43 • Sponsor: Reilly

### Duties of Guardian of the Person and Visitation Between Adult Child and Parent

Expanding the duties of a guardian of a disabled person to include enforcing the right to receive visitors and specified communications; authorizing an adult child to file a petition to compel visitation with a parent; requiring the court to appoint an independent investigator to conduct an investigation and report to the court; requiring the court to determine whether the proposed visatee has specified decision-making capacity; requiring the court to grant or deny visitation under specified circumstances.

Committees: Judicial Proceedings  
House Status: No Actions  
Senate Status: Unfavorable Report by Judicial Proceedings; Withdrawn (3/11)  
Judicial Proceedings Thu 1/28 1:30 PM  
Status: In the Senate - Unfavorable Report by Judicial Proceedings; Withdrawn (3/11)

## Bill: HB 99

Crossfile: N/A • Sponsor: Wilson, B.

### Criminal Law - Synthetic Cannabinoids - Prohibition

Prohibiting a person from deliberately using, ingesting, possessing, or inhaling a specified synthetic cannabinoid in an amount that causes intoxication, excitement, stupefaction, or dulling of the brain or nervous system; and providing that violation of the Act constitutes a misdemeanor with penalties of a maximum of 1 year in prison or a fine not to exceed \$500, or both.

Committees: Judiciary  
House Status: Unfavorable Report by Judiciary (3/14)  
Judiciary Tue 2/2 1:00 PM  
Senate Status: No Actions  
Status: In the House - Unfavorable Report by Judiciary (3/14)

## Bill: HB 125

Crossfile: SB 1011 • Sponsor: Charles County Delegation

### Creation of a State Debt - Charles County - Indian Head Center for the Arts Renovation

Authorizing the creation of a State Debt not to exceed \$130,000, the proceeds to be used as a grant to the Board of Directors of the Indian Head Center for the Arts, Inc. for the acquisition, planning, design, construction, repair, renovation, reconstruction, and capital equipping of the Indian Head Center for the Arts, located in Charles County; providing for disbursement of the loan proceeds, subject to a requirement that the grantee provide and expend a matching fund; etc.

Committees: Appropriations  
House Status: Hearing 3/12 at 2:00 p.m. (3/9)  
CANCELLED  
Appropriations Sat 3/12 3:00 PM  
Senate Status: No Actions  
Status: In the House - Hearing 3/12 at 2:00 p.m. (3/9)

## Bill: SB 1011

Crossfile: HB 125 • Sponsor: Middleton

### Creation of a State Debt - Charles County - Indian Head Center for the Arts Renovation

Authorizing the creation of a State Debt not to exceed \$130,000, the proceeds to be used as a grant to the Board of Directors of the Indian Head Center for the Arts, Inc. for the acquisition, planning, design, construction, repair, renovation, reconstruction, and capital equipping of the Indian Head Center for the Arts, located in Charles County; providing for disbursement of the loan proceeds, subject to a requirement that the grantee provide and expend a matching fund; etc.

Committees: Budget and Taxation  
House Status: No Actions  
Senate Status: Hearing 3/12 at 1:00 p.m. (3/2)  
Budget and Taxation Sat 3/12 1:00 PM  
Status: In the Senate - Hearing 3/12 at 1:00 p.m. (3/2)

## Bill: HB 133

Crossfile: N/A • Sponsor: Charles County Delegation

### Charles County - Annual Financial Report and Annual Audit Report - Filing Date

Altering the date by which Charles County is required to file a specified financial report with the Department of Legislative Services and report the results of a specified audit with the Legislative Auditor.

Committees: Education, Health, and Environmental Affairs; Environment and Transportation  
House Status: Third Reading Passed (139-0) (2/25)  
Environment and Transportation Tue 2/9 1:00 PM  
Senate Status: Hearing 3/22 at 1:00 p.m. (2/29)  
Education, Health, and Environmental Affairs Tue 3/22 1:00 PM  
Status: In the Senate - Hearing 3/22 at 1:00 p.m. (2/29)

## Bill: HB 137

Crossfile: N/A • Sponsor: Charles County Delegation

### Charles County - Taxing Districts for Infrastructure Improvements - Repeal of Restriction

Repealing a specified restriction on the exercise of authority granted to Charles County to establish taxing districts for specified infrastructure improvements.

Committees: Ways and Means; Budget and Taxation  
House Status: Returned Passed (3/31)  
Ways and Means Wed 2/10 1:00 PM  
Senate Status: Third Reading Passed (46-0) (3/31)  
Budget and Taxation Tue 3/22 1:00 PM  
Status: In the House - Returned Passed (3/26)

## Bill: HB 144

Crossfile: SB 337 • Sponsor: Hixson

### Libraries - Regional, State, and County - Funding

Altering the calculation of specified funding for each participating regional resource center, the State Library Resource Center, and each county public library system for specified fiscal years.

Committees: Ways and Means  
House Status: Hearing 2/04 at 2:00 p.m. (1/20)  
Ways and Means: Thu 2/4 2:00 p.m.  
Senate Status: No Actions  
Status: In the House - Hearing 2/04 at 2:00 p.m. (1/20)

## Bill: SB 337

Crossfile: HB 144 • King

### Libraries - Regional, State, and County - Funding

Altering the calculation of specified funding for each participating regional resource center, the State Library Resource Center, and each county public library system for specified fiscal years.

Committees: Education, Health, and Environmental Affairs; Ways and Means; Budget and Taxation  
House Status: Hearing 3/24 at 1:00 p.m. (3/11)  
Ways and Means Thu 3/24 1:00 PM  
Senate Status: Third Reading Passed (40-7) (3/3)  
Budget and Taxation Wed 2/17 1:00 PM  
Status: In the House - Hearing 3/24 at 1:00 p.m. (3/11)

## Bill: HB 297

Crossfile: N/A • Sponsor: Moon

### Election Law - Business Entity Campaign Contributions - Prohibition

Prohibiting business entities from making, either directly or indirectly, contributions to campaign finance entities.

Committees: Ways and Means  
House Status: Hearing 2/17 at 1:00 p.m. (1/28)  
Ways and Means: Wed 2/17 1:00 p.m.  
Senate Status: No Actions  
Status: In the House - Hearing 2/17 at 1:00 p.m. (1/28)

## Bill: HB 339

Crossfile: N/A • Charles County Delegation

### Charles County - Property Tax Refunds - Accrual of Interest

Providing that, for Charles County, the interest on property tax refunds paid after a final determination of an appeal shall begin to accrue when the county receives notification of the final determination.

Committees: Ways and Means  
House Status: Hearing 2/17 at 1:00 p.m. (1/28)  
Ways and Means: Wed 2/17 1:00 p.m.  
Senate Status: No Actions  
Status: In the House - Hearing 2/17 at 1:00 p.m. (1/28)

## HB 361

Crossfile: SB 339 • Sponsor: Jones

### Higher Education - Community Colleges - Funding

Altering the calculation of the required funding amount for community colleges including the Baltimore City Community College in specified fiscal years.

Committees: Ways and Means  
House Status: Hearing 2/11 at 1:00 p.m. (1/27)  
Ways and Means: Thu 2/11 1:00 p.m.  
Senate Status: No Actions  
Status: In the House - Hearing 2/11 at 1:00 p.m. (1/27)

## Bill: SB 339

Crossfile: HB 361 • Sponsor: King

### Higher Education - Community Colleges - Funding

Altering the calculation of the required funding amount for community colleges including the Baltimore City Community College in specified fiscal years.

Committees: Education, Health, and Environmental Affairs; Budget and Taxation

House Status: No Actions

Senate Status: Hearing 2/17 at 1:00 p.m. (Budget and Taxation) (1/28)

Budget and Taxation: Wed 2/17 1:00 p.m.

Status: In the Senate - Hearing 2/17 at 1:00 p.m. (Budget and Taxation) (1/28)

## HB 372

Crossfile: N/A • Sponsor: Charles County Delegation

### Criminal Law - Synthetic Drugs - Penalties

Prohibiting a person from purchasing, using, or possessing specified synthetic drugs; prohibiting a person from distributing specified synthetic drugs under specified circumstances; providing factors to be considered when determining whether a product is being distributed as a synthetic drug; establishing penalties for a violation of the Act; providing that a person who violates the Act shall be ordered to pay specified administrative fees and costs; etc.

Committees: Judiciary

House Status: Unfavorable Report by Judiciary (3/14)

Judiciary Tue 2/16 1:00 PM

Senate Status: No Actions

Status: In the House - Unfavorable Report by Judiciary (3/14)

## HB 414

Crossfile: N/A • Sponsor: Charles County Delegation

### Maryland Income Tax Refunds - Charles County - Warrant Intercept Program

Altering the requirement for the Comptroller to withhold Maryland income tax refunds of specified individuals with outstanding warrants to include residents of Charles County or individuals who have outstanding warrants from Charles County; making nonsubstantive changes to specified termination provisions; making conforming changes; etc.

Committees: Ways and Means

House Status: Hearing 2/16 at 1:00 p.m. (1/29)

Ways and Means; Tue 2/16 1:00 p.m.

Senate Status: No Actions

Status: In the House - Hearing 2/16 at 1:00 p.m. (1/29)

## Bill: HB 447

Crossfile: N/A • Sponsor: Charles County Delegation

### Charles County - County Transfer Tax - Revenue Received by the Clerk of the Circuit Court

Providing that the percentage of revenue from the Charles County transfer tax that the Clerk of the Circuit Court for the county is entitled to receive is 0.5%; and providing that the Act applies retroactively to revenue received by the Clerk of the Circuit Court from the county transfer tax on or after August 8, 2015.

Committees: Budget and Taxation; Environment and Transportation

House Status: Returned Passed (3/31)

Environment and Transportation Tue 2/16 1:00 PM

Senate Status: Third Reading Passed (45-0) (3/31)

Budget and Taxation Tue 3/22 1:00 PM

Status: In the House - Returned Passed (3/26)

## Bill: HB 494

Crossfile: N/A • Sponsor: Miele

### Agriculture - Animal Shelters - Uniform Standards of Operation and Care (Animal Shelters Standards Act of 2016)

Requiring an animal shelter to develop and make reasonable efforts to adhere to a written veterinary care protocol consistent with the guidelines in the Association of Shelter Veterinarians' Guidelines for Standards of Care in Animal Shelters; requiring an animal shelter to meet specified veterinary care requirements; requiring an animal shelter to maintain specified holding periods; requiring an animal shelter to take specified steps to determine the identity of an animal in its custody; specifying.

Committees: Education, Health, and Environmental Affairs; Environment and Transportation

House Status: Third Reading Passed (132-5) (3/16)

Environment and Transportation Wed 2/24 1:00 PM

Senate Status: Hearing 3/29 at 1:00 p.m. (3/17)

Education, Health, and Environmental Affairs Tue 3/29 1:00 PM

Status: In the Senate - Hearing 3/29 at 1:00 p.m. (3/17)

## Bill: HB 505

Crossfile: SB 390 • Sponsor: Charles County Delegation

### Charles County Sheriff - Salaries and Collective Bargaining

Requiring the salary schedule for deputy sheriffs of Charles County to correspond to the Department of State Police salary schedule; authorizing sworn law enforcement officers and correctional officers in Charles County to collectively bargain with the County Commissioners of Charles County, in addition to the Sheriff, with respect to specified matters; establishing procedures for the mediation and arbitration of collective bargaining disputes; etc.

Committees: Finance; Appropriations; Environment and Transportation

House Status: Returned Passed (3/31)

Environment and Transportation Tue 2/16 1:00 PM

Senate Status: Third Reading Passed (45-0) (3/30)

Finance Thu 3/24 1:00 PM

Status: In the House - Returned Passed (3/26)

## Bill: SB 390

Crossfile: HB 505 • Sponsor: Middleton

### Charles County Sheriff - Salaries and Collective Bargaining

Requiring the salary schedule for deputy sheriffs of Charles County to correspond to the Department of State Police salary schedule; authorizing sworn law enforcement officers and correctional officers in Charles County to collectively bargain with the County Commissioners of Charles County, in addition to the Sheriff, with respect to specified matters; establishing procedures for the mediation and arbitration of collective bargaining disputes; etc.

Committees: Finance; Appropriations; Environment and Transportation

House Status: Hearing 3/29 at 1:00 p.m. (Environment and Transportation) (3/21)

Environment and Transportation Tue 3/29 1:00 PM

Senate Status: Third Reading Passed (46-0) (2/25)

Finance Thu 2/18 1:00 PM

Status: In the House - Hearing 3/29 at 1:00 p.m. (Environment and Transportation) (3/21)

## Bill: HB 624

Crossfile: N/A • Sponsor: Charles County Delegation

### Creation of a State Debt - Charles County - Hospice House of Charles County

Authorizing the creation of a State Debt not to exceed \$305,000, the proceeds to be used as a grant to the Board of Directors of the Hospice of Charles County, Incorporated for the acquisition, planning, design, construction, repair, renovation, reconstruction, and capital equipping of the Hospice House of Charles County, located in Charles County; providing for disbursement of the loan proceeds, subject to a requirement that the grantee provide and expend a matching fund; etc.

Committees: Appropriations

House Status: Hearing 3/12 at 2:00 p.m. (3/9)

CANCELLED

Appropriations Sat 3/12 3:00 PM

Senate Status: No Actions

Status: In the House - Hearing 3/12 at 2:00 p.m. (3/9)

## Bill: HB 647

Crossfile: SB 543 • Sponsor: Jameson

### Video Lottery Facilities - Charles County - Expansion and Use of Proceeds

Authorizing the award of an additional video lottery operation license for a facility in Charles County in a vessel on the Potomac River; specifying that specified proceeds from video lottery terminals and table games at the facility be paid to the Governor Harry W. Nice Memorial Bridge Fund; exempting the Fund from a specified provision of law requiring interest earnings on State money in special funds to accrue to the General Fund of the State; submitting the Act to a referendum of the qualified.

Committees: Ways and Means

House Status: Hearing 3/08 at 1:00 p.m. (2/12)

Ways and Means Tue 3/8 1:00 PM

Senate Status: No Actions

Status: In the House - Hearing 3/08 at 1:00 p.m. (2/12)

## Bill: SB 543

Crossfile: HB 647 • Sponsor: Middleton

### Video Lottery Facilities - Charles County - Expansion and Use of Proceeds

Authorizing the awarding of an additional video lottery operation license for a facility in Charles County in a vessel on the Potomac River; specifying that specified proceeds from video lottery terminals and table games at the facility be paid to the Governor Harry W. Nice Memorial Bridge Fund; submitting the Act to a referendum of the qualified voters of the State; etc.

Committees: Budget and Taxation

House Status: No Actions

Senate Status: Hearing 3/11 at 1:00 p.m. (2/15)

Budget and Taxation Fri 3/11 1:00 PM

Status: In the Senate - Hearing 3/11 at 1:00 p.m. (2/15)

## Bill: HB 663

Crossfile: SB 580 • Sponsor: Robinson, S.

### Constitution - Local Government - Legal Notices

Proposing an amendment to the Maryland Constitution allowing a charter county to publish specified notices of county legislation in a manner specified by the General Assembly; and submitting the amendment to the qualified voters of the State for their adoption or rejection.

Committees: Environment and Transportation

House Status: Unfavorable Report by Environment and Transportation (3/7)

Environment and Transportation Tue 2/23 1:00 PM

Senate Status: No Actions

Status: In the House - Unfavorable Report by Environment and Transportation (3/7)

## Bill: SB 580

Crossfile: HB 663 • Sponsor: King

### Constitution - Local Government - Legal Notices

Proposing an amendment to the Maryland Constitution allowing a charter county to publish specified notices of county legislation in a manner specified by the General Assembly; and submitting the amendment to the qualified voters of the State for their adoption or rejection.

Committees: Education, Health, and Environmental Affairs

House Status: No Actions

Senate Status: Hearing 3/01 at 1:00 p.m. (2/4)

Education, Health, and Environmental Affairs Tue 3/1 1:00 PM

Status: In the Senate - Hearing 3/01 at 1:00 p.m. (2/4)

## Bill: HB 666

Crossfile: SB 581 • Sponsor: Robinson, S.

### Local Governments - Legal Notice Requirements

Authorizing a county or municipality to satisfy a requirement to publish legal notices in a newspaper of general circulation by posting the notices on its Web site; requiring notices posted on a county or municipality Web site to be displayed conspicuously and be easily accessible; requiring a county or municipality that chooses to post notices on the Internet to publish specified advance notice in a newspaper of general circulation in the county or municipality; etc.

Committees: Environment and Transportation  
House Status: Unfavorable Report by Environment and Transportation (3/7)  
Environment and Transportation Tue 2/23 1:00 PM  
Senate Status: No Actions  
Status: In the House - Unfavorable Report by Environment and Transportation (3/7)

## Bill: SB 581

Crossfile: HB 666 • Sponsor: King

### Local Governments - Legal Notice Requirements

Authorizing a county or municipality to satisfy a requirement to publish legal notices in a newspaper of general circulation by posting the notices on its Web site; requiring notices posted on a county or municipality Web site to be displayed conspicuously and be easily accessible; requiring a county or municipality that chooses to post notices on the Internet to publish specified advance notice in a newspaper of general circulation in the county or municipality; etc.

Committees: Education, Health, and Environmental Affairs  
House Status: No Actions  
Senate Status: Hearing 3/01 at 1:00 p.m. (2/4)  
Education, Health, and Environmental Affairs Tue 3/1 1:00 PM  
Status: In the Senate - Hearing 3/01 at 1:00 p.m. (2/4)

## Bill: HB 672

Crossfile: SB 907 • Sponsor: Jameson

### Transportation - Harry W. Nice Memorial Potomac River Bridge - Replacement

Requiring the State and the Maryland Transportation Authority to finance a replacement bridge for the Harry W. Nice Memorial Potomac River Bridge; specifying requirements for the replacement bridge; stating the intent of the General Assembly; establishing the Harry W. Nice Memorial Potomac River Bridge Replacement Fund and requiring the Authority to make a deposit to the Fund in fiscal years, as specified; requiring the Authority to submit an annual report; etc.

Committees: Appropriations; Environment and Transportation  
House Status: Hearing 3/01 at 1:00 p.m. (Appropriations) (2/17)  
Appropriations: Tue 3/1 1:00 p.m.  
Senate Status: No Actions  
Status: In the House - Hearing 3/01 at 1:00 p.m. (Appropriations) (2/17)

## Bill: SB 907

Crossfile: HB 672 • Sponsor: Middleton

### Transportation - Harry W. Nice Memorial Potomac River Bridge - Replacement

Requiring the State and the Maryland Transportation Authority to finance a replacement bridge for the Harry W. Nice Memorial Potomac River Bridge; specifying requirements for the replacement bridge; stating the intent of the General Assembly; establishing the Harry W. Nice Memorial Potomac River Bridge Replacement Fund and requiring the Authority to make a deposit to the Fund in fiscal years, as specified; requiring the Authority to submit an annual report; etc.

Committees: Finance; Appropriations; Environment and Transportation  
House Status: Hearing 4/05 at 1:00 p.m. (Appropriations) (4/1)  
Appropriations Tue 4/5 1:00 PM  
Senate Status: Third Reading Passed (30-14) (3/21)  
Finance Wed 3/2 1:00 PM  
Status: In the House - Hearing 4/05 at 1:00 p.m. (Appropriations) (4/1)

## Bill: HB 706

Crossfile: SB 687 • Sponsor: Jameson

### Charles County - Alcoholic Beverages - Entertainment Concessionaire and Entertainment Facility Licenses

Authorizing the Board of License Commissioners for Charles County to issue an entertainment concessionaire license to specified persons in conjunction with an entertainment facility; authorizing the Board to issue an entertainment facility license to a person that owns an entertainment facility where video lottery terminals and table games are offered to the public; providing that beer, wine, and liquor sold under either license may be taken and consumed anywhere on the licensed premises; etc.

Committees: Economic Matters; Education, Health, and Environmental Affairs  
House Status: Third Reading Passed (138-0) (3/11)  
Economic Matters Mon 2/22 1:00 PM  
Senate Status: Favorable Report by Education, Health, and Environmental Affairs (4/5)  
Status: n the Senate - Favorable Report by Education, Health, and Environmental Affairs (4/5)

## Bill: SB 687

Crossfile: HB 706 • Sponsor: Middleton

### Charles County - Alcoholic Beverages - Entertainment Concessionaire and Entertainment Facility Licenses

Authorizing the Board of License Commissioners for Charles County to issue an entertainment concessionaire license to specified persons in conjunction with an entertainment facility; authorizing the Board to issue an entertainment facility license to a person that owns an entertainment facility where video lottery terminals and table games are offered to the public; providing that beer, wine, and liquor sold under either license may be taken and consumed anywhere on the licensed premises; etc.

Committees: Economic Matters; Education, Health, and Environmental Affairs  
House Status: Third Reading Passed (137-0) (3/30)  
Senate Status: Returned Passed (3/31)  
Education, Health, and Environmental Affairs Fri 2/26 1:00 PM  
Status: In the Senate - Returned Passed (3/27)

## Bill: HB 723

Crossfile: SB 585 • Sponsor: Beidle

### Transportation - Highway User Revenues - Distribution to Municipalities

Altering the authorized uses of highway user revenues; repealing obsolete distributions of highway user revenues to Baltimore City, counties, and municipalities for specified fiscal years; requiring that specified additional distributions of highway user revenues be made under specified circumstances to municipalities in specified fiscal years for specified purposes; requiring that specified additional distributions of highway user revenues be allocated among municipalities in a specified manner.

Committees: Environment and Transportation  
House Status: Hearing 2/25 at 1:00 p.m. (2/5)  
Environment and Transportation: Thu 2/25 1:00 p.m.  
Senate Status: No Actions  
Status: In the House - Hearing 2/25 at 1:00 p.m. (2/5)

## Bill: SB 585

Crossfile: HB 723 • Sponsor: King

### Transportation - Highway User Revenues - Distribution to Municipalities

Altering the authorized uses of highway user revenues; repealing obsolete distributions of highway user revenues to Baltimore City, counties, and municipalities for specified fiscal years; requiring that specified additional distributions of highway user revenues be made under specified circumstances to municipalities in specified fiscal years for specified purposes; requiring that specified additional distributions of highway user revenues be allocated among municipalities in a specified manner.

Committees: Budget and Taxation; Environment and Transportation  
House Status: Hearing 3/31 at 1:00 p.m. (3/22)  
Environment and Transportation Thu 3/31 1:00 PM  
Senate Status: Third Reading Passed (46-0) (3/18)  
CANCELLED  
Budget and Taxation Wed 3/2 1:00 PM  
Status: In the House - Hearing 3/31 at 1:00 p.m. (3/22)

## Bill: HB 934

Crossfile: SB 674 • Sponsor: Barnes, B.

### Teachers' Retirement and Pension System - Employer Contribution for Local Employees

Altering, beginning in a specified fiscal year 2018, the amounts county boards of education are required to pay for specified employer contributions for specified members of the Teachers' Retirement System and the Teachers' Pension System; and making specified provisions of the Act subject to specified contingencies.

Committees: Appropriations  
House Status: Hearing 3/01 at 1:00 p.m. (2/17)  
Appropriations: Tue 3/1 11:00 p.m.  
Senate Status: No Actions  
Status: In the House - Hearing 3/01 at 1:00 p.m. (2/17)

## Bill: SB 674

Crossfile: HB 934 • Sponsor: Peters

### Teachers' Retirement and Pension System - Employer Contribution for Local Employees

Altering, beginning in fiscal year 2018, the amounts county boards of education are required to pay for specified employer contributions for specified members of the Teachers' Retirement System and the Teachers' Pension System; and making specified provisions of the Act subject to specified contingencies.

Committees: Budget and Taxation

House Status: No Actions

Senate Status: Hearing 2/25 at 8:30 a.m. (2/10)

Budget and Taxation: Thu 2/25 8:30 a.m.

Status: In the Senate - Hearing 2/25 at 8:30 a.m. (2/10)

## Bill: HB 957

Crossfile: SB 988 • Sponsor: Charles County Delegation

### Creation of a State Debt - Charles County - Maryland Veterans Memorial Museum Land Acquisition

Authorizing the creation of a State Debt not to exceed \$225,000, the proceeds to be used as a grant to the Board of Directors of the Maryland Veterans Memorial Museum, Inc. at Charles County for the acquisition, planning, design, construction, repair, renovation, reconstruction, and capital equipping of the Maryland Veterans Memorial Museum, located in Charles County; providing for disbursement of the loan proceeds, subject to a requirement that the grantee provide and expend a matching fund; etc.

Committees: Appropriations

House Status: Hearing 3/12 at 2:00 p.m. (3/9)

CANCELLED

Appropriations Sat 3/12 3:00 PM

Senate Status: No Actions

Status: In the House - Hearing 3/12 at 2:00 p.m. (3/9)

## Bill: SB 988

Crossfile: HB 957 • Sponsor: Middleton

### Creation of a State Debt - Charles County - Maryland Veterans Memorial Museum Land Acquisition

Authorizing the creation of a State Debt not to exceed \$225,000, the proceeds to be used as a grant to the Board of Directors of the Maryland Veterans Memorial Museum, Inc. at Charles County for the acquisition, planning, design, construction, repair, renovation, reconstruction, and capital equipping of the Maryland Veterans Memorial Museum, located in Charles County; providing for disbursement of the loan proceeds, subject to a requirement that the grantee provide and expend a matching fund; etc.

Committees: Budget and Taxation

House Status: No Actions

Senate Status: Hearing 3/12 at 1:00 p.m. (3/2)

Budget and Taxation Sat 3/12 1:00 PM

Status: In the Senate - Hearing 3/12 at 1:00 p.m. (3/2)

## Bill: HB 1013

Crossfile: SB 908 • Sponsor: Beidle

### Maryland Open Transportation Investment Decision Act of 2016

Establishing State transportation goals; establishing measures by which the Department of Transportation is required to score the extent to which major capital projects satisfy the goals; requiring the Department to develop a project-based scoring system and promulgate specified regulations; requiring the Department to submit a specified list; requiring the Department to evaluate, score, and rank specified projects for inclusion in the draft and final Consolidated Transportation Program; etc.

Committees: Budget and Taxation; Appropriations; Environment and Transportation

House Status: Passed Enrolled (3/31)

Appropriations Tue 3/1 1:00 PM

Senate Status: Third Reading Passed with Amendments (28-17) (3/31)

CANCELLED

Budget and Taxation Tue 3/29 1:00 PM

Status: In the House - Passed Enrolled (3/26)

## SB 908

Crossfile: HB 1013 • DeGrange

### Maryland Open Transportation Investment Decision Act of 2016

Establishing State transportation goals; establishing measures by which the Department of Transportation is required to score the extent to which major capital projects satisfy the goals; requiring the Department to evaluate, score, and rank specified projects for inclusion in the draft and final Consolidated Transportation Program; requiring, with a specified exception, that capital projects with higher scores be ranked ahead of capital projects with lower scores; etc.

Committees: Budget and Taxation

House Status: No Actions

Senate Status: Hearing 3/14 at 1:00 p.m. (3/2)

Budget and Taxation Mon 3/14 1:00 PM

Status: In the Senate - Hearing 3/14 at 1:00 p.m. (3/2)

## Bill: HB 1388

Crossfile: N/A • Sponsor: Parrott

### Transportation - Motor Fuel Tax and Highway User Revenue - Increased Local Share

Allocating specified motor fuel tax revenue to a specified account that is shared with local governments; increasing the portion of highway user revenue that is distributed to local governments; altering the allocation of the local share of highway user revenue among Baltimore City, counties, and municipalities; proposing an amendment to the Maryland Constitution mandating that revenue be credited to a specified account and distributed from that account in a specified manner; etc.

Committees: Environment and Transportation

House Status: Hearing 3/10 at 1:00 p.m. (2/12)

Environment and Transportation: Thu 3/10 1:00 p.m.

Senate Status: No Actions

Status: In the House - Hearing 3/10 at 1:00 p.m. (2/12)

## Bill: HB 1417

Crossfile: SB 401 • Sponsor: Morgan

### Charles County and St. Mary's County - Deer Management Permit - Firearms

Authorizing an individual who holds a Deer Management Permit in Charles County and St. Mary's County to use a shotgun or breech loading center fired rifle approved by the Department of Natural Resources to hunt deer throughout the year, including all deer hunting seasons, in the locations and under the conditions set forth in the permit.

Committees: Education, Health, and Environmental Affairs; Environment and Transportation  
House Status: Third Reading Passed (132-2) (3/19)  
Environment and Transportation Fri 3/11 1:00 PM  
Senate Status: Favorable Report by Education, Health, and Environmental Affairs (4/5)  
Status: In the Senate - Favorable Report by Education, Health, and Environmental Affairs (4/5)

## Bill: SB 401

Crossfile: HB 1417 • Sponsor: Waugh

### Charles County and St. Mary's County - Deer Management Permit - Firearms

Authorizing an individual who holds a Deer Management Permit in Charles County and St. Mary's County to use a shotgun or breech loading center fired rifle approved by the Department of Natural Resources to hunt deer throughout the year, including all deer hunting seasons, in the locations and under the conditions set forth in the permit.

Committees: Education, Health, and Environmental Affairs; Environment and Transportation  
House Status: Hearing 3/30 at 1:00 p.m. (3/21)  
Environment and Transportation Wed 3/30 1:00 PM  
Senate Status: Third Reading Passed (47-0) (2/25)  
Education, Health, and Environmental Affairs Tue 2/16 1:00 PM  
Status: In the House - Hearing 3/30 at 1:00 p.m. (3/21)

## Bill: HB 1455

Crossfile: N/A • Sponsor: Lafferty

### Transportation - Highway User Revenue - Restoration

Increasing the portion of highway user revenue that is distributed to local governments for specified fiscal years; altering the allocation of highway user revenues to Baltimore City and the counties and municipalities for specified fiscal years; stating the intent of the General Assembly that specified projects remain funded; etc.

Committees: Environment and Transportation  
House Status: Hearing 3/10 at 1:00 p.m. (2/12)  
Environment and Transportation Thu 3/10 1:00 PM  
Senate Status: No Actions  
Status: In the House - Hearing 3/10 at 1:00 p.m. (2/12)



# Charles County Government



Michael D. Mallinoff , Esq., ICMA-CM  
County Administrator

**The Charles County Government is responsible for the writing, production, and distribution of this publication.**

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# CHARLES COUNTY COMMISSIONERS



Equal Opportunity County

## Charles County Government

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## Mission Statement

The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning and have an appropriate managerial organization tempered by fiscal responsibility. We support and encourage efforts to grow a diverse workplace.

## Vision Statement

Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.