



CHARLES COUNTY
MARYLAND



Where Eagles Fly™

Fiscal Year 2012

Budget-in-Brief

(July 1, 2011 - June 30, 2012)

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CHARLES COUNTY COMMISSIONERS



Candice Quinn Kelly
President



Reuben B. Collins, II, Esq.
Vice President (Dist. 3)



Debra M. Davis, Esq.
(Dist. 2)



Ken Robinson
(Dist. 1)



Bobby Rucci
(Dist. 4)

Terms of Service

Charles County is a Code Home Rule County governed by a five-member Board of County Commissioners who are elected at-large to four-year terms. The President presides at meetings and hearings of the Commissioners. The President is the only full-time position, and may reside anywhere in the County. The other four Commissioners, who each represent a Commissioner District in which they must reside, are part-time.

Board Responsibilities

The Charles County Commissioners are responsible for:

- raising revenues to fund the capital and operating budgets of County departments and agencies;
- providing for the public health, safety, and welfare of County residents;
- adopting and updating the Land Use Plan and Zoning Ordinance and overseeing the development process;
- establishing, promulgating, and enforcing County rules, regulations, ordinances, policies, and procedures;
- appointing boards, commissions, and task forces to advise them and make recommendations; and
- fulfilling the mission of Charles County Government and serving on various board and councils in the County, region, and State.

Regular Board Meetings

The Commissioners meet on Tuesday each week between 9 a.m. and 4 p.m., and on Wednesday each week between 2 p.m. and 7 p.m. in the Commissioners' Meeting Room on the first floor of the Charles County Government Building. The meetings are aired live on Charles County Government cable television (CCGTV) stations—Comcast channel 95 and Verizon channel 10—and are rebroadcasted during the week. A live streaming Internet video connection is also available. Also, the Commissioners convene monthly public forums during their meeting sessions to allow citizens time to share their thoughts, opinions, and questions. A weekly meeting agenda is published each Thursday on the County's BoardDocs website.

Advisory Committees, Boards & Commissions

The Charles County Commissioners appoint more than 60 commissions, boards, committees, and task forces, which advise them on topics ranging from land use and development to housing. Through this system, civic-minded citizens can get involved in County government. The County, in turn, benefits from the knowledge, experience, and advice of its own citizens. Vacancies and application deadlines for Commissioner-appointed boards, committees, and commissions are advertised through the local news media and on the County Government website, www.charlescounty.org. Interested applicants can find a listing of current vacancies and can access the on-line application for Commissioner-appointed boards, committees and commissions on the county's website, facebook page, and via the Citizen Notification Service (CNS) alerts.



DESCRIPTION OF EACH FUND

General Fund

The General Fund accounts for resources traditionally associated with government services which are not required legally or by special financial management to be accounted for in another fund. Tax revenue sources consist of property, income, recordation, and highway user. These revenues account for much of the total revenue. Expenditures for public schools, public safety, debt service, public facilities, community services, planning and growth management, community college, and general administrative account for most of the budgets that are appropriated annually.

Capital Project Fund

The Capital Project Fund accounts for financial resources to be used for the acquisition, construction, or renovation of major capital infrastructures. Financial resources include long-term debt borrowing, operating revenue from other budgets, federal or state grants, other local government contributions, and donations from the private sector. A capital project is defined as a project of a non-recurring nature, which may require the purchase of land, engineering & design fees, construction, and equipment. This fund is utilized to track a project that is greater than \$15,000 and has a useful life of 10 years or more. Projects related to roads, schools, college, parks, and general government costs are included.

Debt Service Fund

The Debt Service Fund accounts for the annual payment of long-term debt which has a specific or legally binding revenue source. This revenue source is dedicated to the current year retirement of the principal outstanding on long-term debt and the current year interest expense.

Charles County is currently utilizing this fund to account for bonds issued on behalf of a local nursing home, a local hospital, a children's learning center at the College of Southern Maryland, developer road construction bonds, private sector partnership of a local baseball stadium, and for school construction bonds. Long-term note receivables provide the County with a funding source for the nursing home, hospital, college bond issues, and for the taxable bonds issued on behalf of local developers for road construction and a minor league baseball stadium. Revenues from the County's Excise Tax and Developer's Rights & Responsibility Agreements finance the debt service for bond issues sold for school construction.

Special Revenue Funds

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures, or for particular purposes. Often, this type of fund will account for the financial transactions of federal, state, and local grants that have specific expenditures associated with the program. For the most part, the County utilizes this type of fund to account for the various federal and state grants received, such as low income housing assistance, aging programs, child support, human services, and public safety grants. This fund type is also used to account for the County's fire & rescue tax revenue which is then distributed to the various volunteer fire and rescue squads and for property tax revenue from agricultural assessments that are set aside to purchase and preserve farm land.

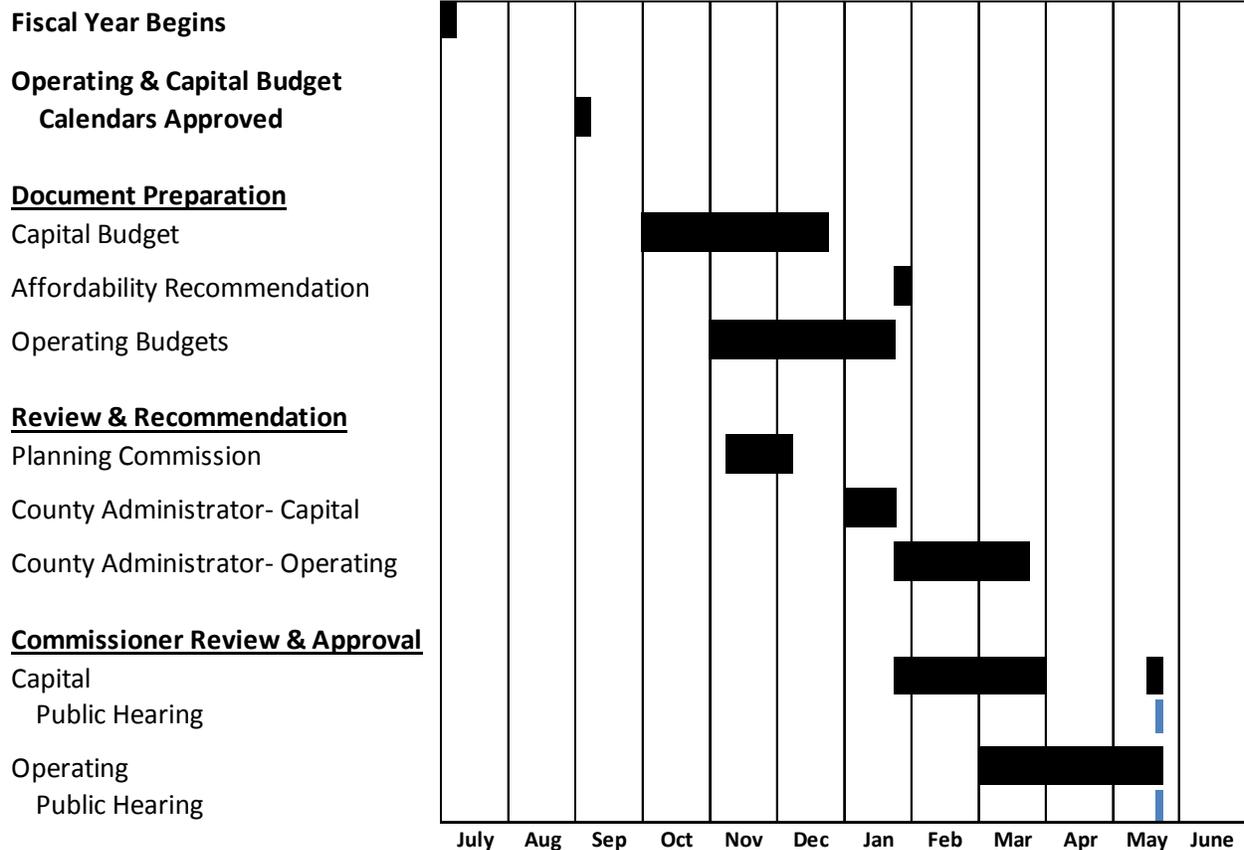
Enterprise Funds

Enterprise Funds are established to segregate a program or service from the General Fund because of its self-supporting nature. These funds operate on the basis that the costs of providing goods or services to the general public are financed or recovered primarily from fees charged to the consumers of the program. The Water and Sewer fund is the County's largest Enterprise fund. Other Enterprise Funds include: Landfill, Environmental Services, Inspection and Review, Recreation, and Vending Machines.

THE BUDGET PROCESS

The Budget Process

The budget process spans approximately nine months with the September distribution of capital project forms through the formal budget adoption in May. This process is repeated annually. The budget process is initiated at the top level of government with the adoption of budget calendars that provide general timeliness for requests and approvals. The calendars encompass both the operating and capital budget process. The Mission and Vision of the County guide the development of both the capital and operating budgets. The focus is placed on aligning organizational resources to accomplish the goals of the Commissioners.



After the budget is adopted, Budget Transfers and Budget Amendments are subject to the adopted Budget Policies and Delegated Authorities that were last revised on September 1, 2009.

Development, Review, and Adoption

The capital budget review process is scheduled to be completed prior to the operating budget process so that the operating impact of the projects can be reviewed and integrated with the operating requests. Capital Improvement Program (CIP) request forms are distributed at the end of September and returned in October by the user agencies and departments. The projects are reviewed by the Planning Commission which recommends projects to move forward for funding in the Capital Improvement Program Budget. The Planning Commission identifies projects that the construction of the designated facilities and development of the programs highlighted would not only implement the goals and objectives of the 2006 Comprehensive Plan, but would also stimulate economic development and continue to implement the County's 2002 Transportation Strategy. Emphasis is placed on projects that promote the County's land use and growth management policies, as well as on projects that support the County's economic development efforts. Engineering studies and modeling efforts are included in the recommendations if they will further the County's ability to determine the needed Adequate Public Facilities for our growing population.



THE BUDGET PROCESS

After a review by the Planning Commission, the requests are reviewed by senior management and Department heads are given an opportunity at this time to prioritize their projects and fit projects with the highest needs within the County's affordable debt limits. The CIP was presented to the Board of County Commissioners beginning in January with a review of which projects were affordable and unaffordable based on this prioritization. The CIP is approved by the Commissioners in May after a public hearing is held.

The operating budget process for the General Fund and Enterprise Funds begin in the Fall with a senior management presentation to the commissioners involving cost of living, consumer prices, and other significant variables that may affect the upcoming fiscal year. General guidelines are provided to the Department of Fiscal and Administrative Services - Budget Division involving commissioner priorities, from both a fiscal and political policy. Departments and agencies are then informed of the guidelines and revenue outlook for the coming year. For Fiscal Year 2012, the guideline was to keep budgets near the Fiscal Year 2011 budget level. With this information a comprehensive program review and request is developed during the Fall and early Winter. The Budget Division makes expenditure recommendations for most of the departments in the Fall. Department budget requests are then added and reviewed with the departments, agencies, and the County Administrator to include performance measures and priority setting. The County Administrator submits proposed budgets to the County Commissioners for review during the spring. Shortly before a public hearing, and continuing thereafter, commissioner review of all budgets is conducted and final adoption is typically completed in May.

Budgets for Special Revenue Funds are normally established pursuant to the terms of the related federal and/or state grant awards. Estimates are provided for budget adoption and amendments are executed once the awards are granted. In the case of non-grant related Special Revenue Funds, the budget process is the same as the process for the operating budgets discussed above. The Debt Service fund budgets are adopted based on actual debt service obligations and corresponding dedicated revenue sources. The budgets for both the Special Revenue funds and Debt Service fund are reviewed and approved by the Board of County Commissioners.

The Fiscal Year 2012 budget process was once again impacted by the State of Maryland budget. The largest impact to the County was from transferring 90% of the cost associated with the local office of the State Department of Assessment and Taxation which was approximately \$1 million. The State also continued revenue sharing at the reduced level of prior years for Highway User Taxes, State Aid for Police Protection, and State Aid for Inmate Operating.

The Fiscal Year 2012 budget process was purposely delayed a month with final review and adoption occurring in June. The delay allowed time for the results of the State legislative session before finalizing the budget and allowing the Board of Education time to finalize their budget based on State funding. The Charles County Board of Education was one of a few counties to receive an increase in State funding, and when combined with County funding, the Board of Education's budget request was fully funded.

The property tax rate was adopted at the Constant Yield tax rate of \$1.0665 per one hundred dollars of assessed value. The establishment of the constant yield tax rate coupled with restructuring a portion of the outstanding indebtedness for road bonds allowed the County to adopt a balanced budget that included an increased snow removal budget, a 1% Cost of Living increase for employees, and afforded the County the opportunity to accumulate funds for one time opening costs for the new St. Charles High School and a new library.

Operating & Capital Budget Interaction

In conjunction with the review and adoption of the current year budget and five year Capital Improvement Plan, five year plans are prepared and reviewed with the Commissioners for the General Fund and major Enterprise funds. An intensive review of the capital budget requests and the five year plans are necessary for two main reasons. The first reason is to determine the affordability of future debt issuance as it impacts the General Fund's ability to retire the debt and to pay the interest cost. Secondly, it is used to review the operating impacts associated with the completion of the project. How much will the annual debt payments be and what other costs will result? Additional staff? Higher utility costs? Will there be additional grounds maintenance costs? Once questions like these can be answered with estimates, then the operating budgets can be finalized with the adoption of rates, fees or charges. The operating impacts of capital projects are listed at the bottom of each project page and are incorporated into the operating budget and five year plans once the Capital Improvement Program is approved.



FISCAL YEAR 2012 ADOPTED BUDGET

Summary by Fund

DESCRIPTION	FY2012			APPROPRIATION TOTAL	FY2011	
	OPERATING REVENUE	OTHER SOURCES	FUND BALANCE		APPROPRIATION TOTAL	% Chg.
GOVERNMENTAL FUNDS:						
General Fund	\$304,065,700	\$2,429,300	\$1,128,600 ¹	\$307,623,600	\$305,018,610	0.9%
Capital Project Fund						
General Government	\$21,748,000	\$772,000		\$22,520,000	\$35,289,000	-36.2%
Water & Sewer	17,078,000			17,078,000	6,725,000	153.9%
Environmental Services	1,536,000			1,536,000	2,409,000	-36.2%
Solid Waste- Landfill	0		575,000 ¹	575,000	0	n/a
Total Capital Projects	\$40,362,000	\$772,000	\$575,000	\$41,709,000	\$44,423,000	-6.1%
Debt Service Fund	\$15,399,900	\$0	\$437,000 ²	\$15,836,900	\$15,571,700	1.7%
Special Revenue Funds						
Fire & Rescue	\$12,477,865			\$12,477,865	\$12,718,802	-1.9%
Housing Assistance	10,135,584		230,824 ²	10,366,408	9,468,010	9.5%
Transportation	3,774,790	2,160,300	468,194 ²	6,403,284	6,023,466	6.3%
Cable TV Access/I-Net Fund	2,092,900			2,092,900	2,008,400	4.2%
Judicial Grants	1,061,553	370,804		1,432,357	1,281,772	11.7%
Local Management Board	1,187,164			1,187,164	926,421	28.1%
Sheriff's Grants	608,777	298,823		907,600	1,033,749	-12.2%
State Aging Grants	409,819			409,819	397,042	3.2%
Housing - Special Loans	400,000			400,000	400,000	0.0%
Federal Aging Grants	382,115			382,115	352,523	8.4%
Sheriffs Special Programs	275,800			275,800	289,100	-4.6%
Emergency Management	145,380	37,700		183,080	181,160	1.1%
Drug Forfeitures	140,000			140,000	144,300	-3.0%
Tourism Grant	54,841	75,000		129,841	14,747	780.5%
Southern MD Criminal Justice Academy	87,100	40,000		127,100	120,600	5.4%
Animal Shelter / Control Services	109,300			109,300	129,300	-15.5%
Agricultural Preservation	30,000	60,700		90,700	114,500	-20.8%
Law Library	68,400	3,000		71,400	73,800	-3.3%
Community Development Administration	67,440			67,440	67,520	-0.1%
Planning Grants	10,000			10,000	10,000	0.0%
Total Special Revenue	\$33,518,828	\$3,046,327	\$699,018	\$37,264,173	\$35,755,212	4.2%
PROPRIETARY FUNDS:						
Enterprise Funds						
Water & Sewer	\$24,483,600			\$24,483,600	\$24,277,200	0.9%
Solid Waste- Landfill	5,194,800		599,800 ²	5,794,600	5,000,300	15.9%
Environmental Services	3,782,800		167,700 ²	3,950,500	3,670,400	7.6%
Inspections & Review	2,909,100		136,800 ²	3,045,900	2,991,000	1.8%
Recreation	2,541,900		84,000 ²	2,625,900	2,770,000	-5.2%
Vending Machine	87,000			87,000	87,000	0.0%
Total Enterprise Fund	\$38,999,200	\$0	\$988,300	\$39,987,500	\$38,795,900	3.1%
Total All Funds	<u>\$432,345,628</u>	<u>\$6,247,627</u>	<u>\$3,827,918</u>	<u>\$442,421,173</u>	<u>\$439,564,422</u>	0.6%

Footnotes:

1. Represents use of Fund Balance for Capital Projects and other programs.
2. The fund balance appropriation represents plans to utilize surplus funds.



YOUR LOCAL TAXES

PROPERTY TAXES are the County's largest revenue source. Tax revenues are derived from multiplying the County tax rate to the property values assessed by the Maryland Department of Assessment & Taxation. Property Taxes are broken down between Real Property and Personal Property. Real property consists of land and buildings. The real property tax rate of \$1.0025 is combined with a Fire and Rescue real property tax rate of \$.064 for a **total real property tax rate of \$1.0665 per one hundred dollars of assessed value**. Personal Property consists of all railroad & public utility, corporate personal and business personal property subject to taxation. The personal property tax rate of \$2.50625 is combined with a Fire and Rescue business personal property tax rate at \$.016 for a **total personal property tax rate of \$2.66625 per one hundred dollars of assessed value**.

How are your Property Taxes calculated?



Assessed property value	\$260,000	a
Divided by \$100 increments	\$100	b
Multiplied by the combined tax rate	\$1.1785	c
Total property taxes due	\$3,064	

- All property is physically inspected once every three years and any increase in full cash value arising from such inspections is phased in over the ensuing three taxable years in equal annual installments. A tax cap is set by the County Commissioners annually and can range from 0% to 10% of the prior year liability. The current year tax cap is 7%.
- Property taxes are calculated per \$100 of assessed value.
- Combined tax rate is broken down into \$1.0665 County (includes \$0.064 Volunteer Fire & EMS) and \$0.112 State.

INCOME TAX is the County's second largest revenue source which is generated from the local tax liability of an individual's income tax returns. **The local rate is currently 2.90% of an individual's Maryland taxable income** is established by the Board of County Commissioners and is legally limited to 3.20% of the state tax liability.

RECORDATION TAX is generated from the recording of real property transfers and mortgages upon property settlement. **A rate of \$5.00 per \$500 value** remains the same for FY2012.

ADMISSIONS & AMUSEMENTS TAX is assessed on sales from the entertainment businesses and activities located within the County such as movies, video arcades, golf fees, etc. **The local tax rate is 10%, subject to 5% if state sales tax is also applicable.**

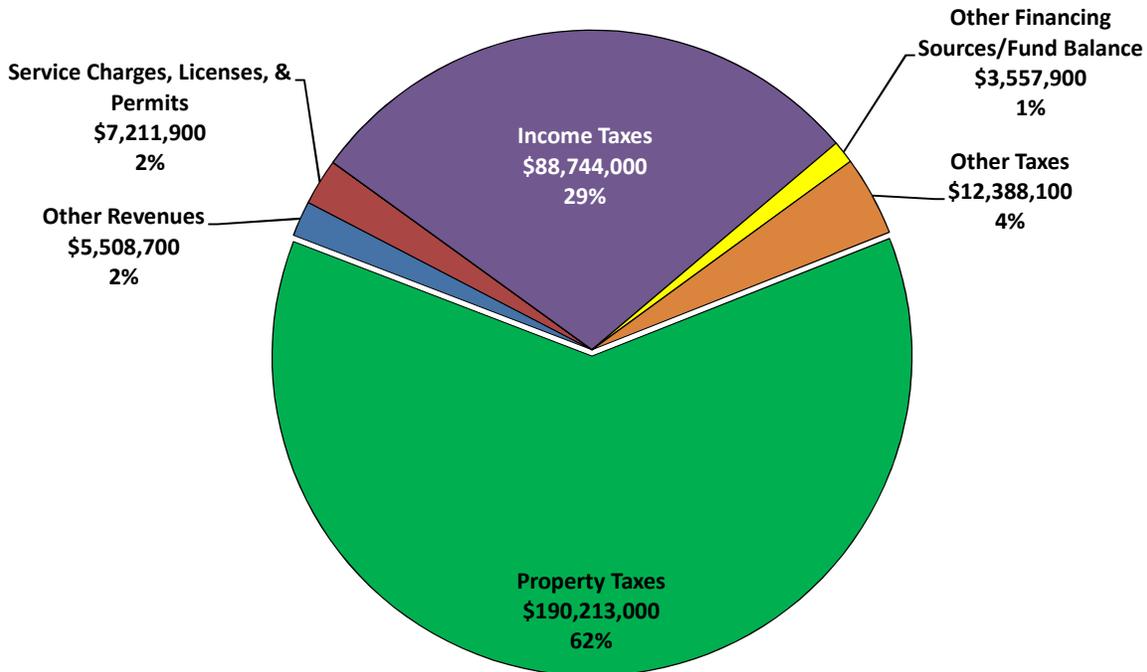
HOTEL/MOTEL TAX is calculated at **5% of the room rate** for occupants boarding less than 120 days.

FAIR SHARE SCHOOL EXCISE TAX is levied on new residential construction in the County. For fiscal year 2012, the fair share school construction excise tax may be levied in a maximum amount of **\$12,361 for a single-family detached home, \$11,723 for a town house (triplex, duplex, etc.) and \$8,920 for a multifamily housing unit (including mobile homes)**. These funds are used to pay for principal and interest payments on bonds issued specifically for new school construction.

GENERAL FUND

FY12 General Fund Revenues/Financing Sources

TOTAL BUDGET = \$307,623,600



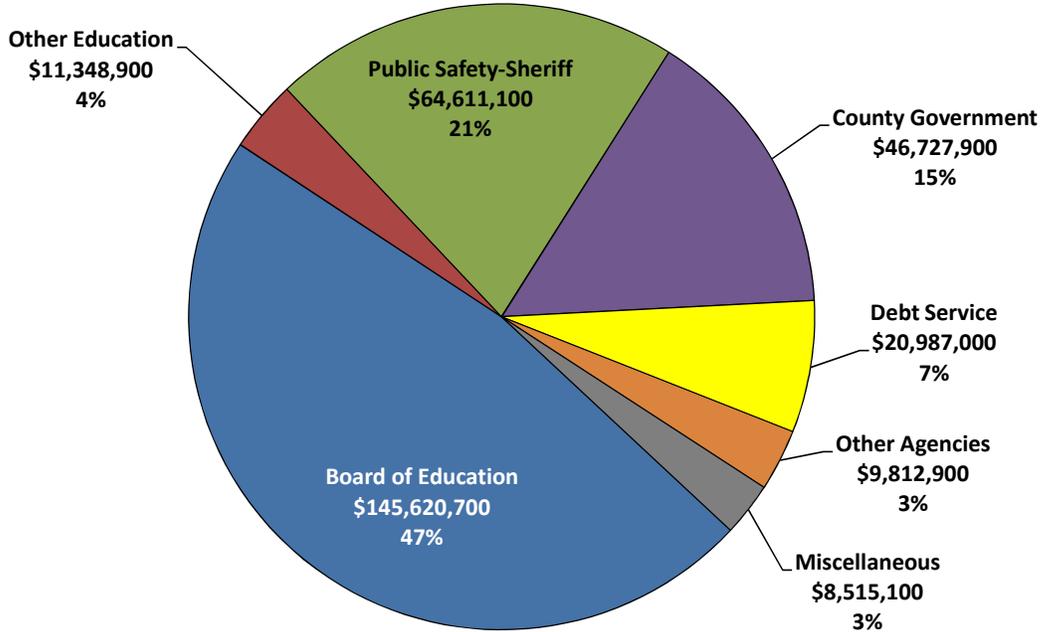
REVENUE BREAKDOWN

PROPERTY TAXES	61.8%	\$190,213,000	INCOME TAX	28.8%	\$88,744,000
Real & Personal	194,195,100		SERVICE CHARGES, LICENSES, & PERMITS	2.3%	\$7,211,900
Penalties, Interest & Fees	650,000		Federal Inmate Contract	1,500,000	
Tax Credits	(4,632,100)		911 Fees	1,020,600	
OTHER LOCAL TAXES	3.9%	\$11,908,100	EMS Billing Fee	1,033,000	
Recordation Tax	10,000,000		Licenses & Permits	923,800	
Admission Tax	911,000		Indirect Cost Allocation	753,700	
Hotel/Motel Tax	997,100		Remaining	1,980,800	
INTEREST INCOME	0.2%	\$500,000	HIGHWAY USER TAX	0.2%	\$480,000
TRANSFERS FROM OTHER FUNDS	0.4%	\$1,299,800	ALL OTHER REVENUES	2.0%	\$6,138,200
Enterprise Fund: Solid Waste	599,800		Rent Revenue	1,411,300	
Special Revenue: Cable Fund	700,000		Fines & Forfeitures	1,291,800	
FUND BALANCE APPROPRIATION	0.4%	\$1,128,600	State Grants	1,073,100	
CIP Appropriation	771,000		Other Intergovernmental	645,200	
Housing Authority Board	255,600		Capital Lease Agreement	1,129,500	
Miscellaneous	102,000		Miscellaneous	587,300	



GENERAL FUND

FY12 General Fund Appropriations TOTAL BUDGET = \$307,623,600



EXPENDITURE BREAKDOWN

EDUCATION	51.0%	\$156,969,600	PUBLIC SAFETY-SHERIFF	21.0%	\$64,611,100
Board of Education	\$145,620,700		Sheriff	\$47,324,000	
College of Southern Maryland	9,115,200		Detention Center	16,247,800	
Library	2,186,600		Red Light Camera	1,002,500	
Other Education	47,100		Finger Printing Services	36,800	
COUNTY GOVERNMENT	15.2%	\$46,727,900	DEBT SERVICE	6.8%	\$20,987,000
Public Works	\$16,932,500		OTHER AGENCIES	3.1%	\$9,812,900
Emergency Services	11,531,500		Health Department	2,326,600	
Community Services	5,886,300		State's Attorney	2,246,800	
Fiscal & Administrative Services	5,553,900		Circuit Court	1,204,500	
Planning & Growth Management	2,427,000		Election Board	961,000	
Administrative Services	1,392,900		Other Health Agencies	790,700	
County Attorney	891,500		Other Social Service Agencies	725,530	
Economic Development Office	654,800		Conservation of Natural Resources	609,600	
Human Resources	641,000		Economic Development	384,870	
County Commissioners	444,000		Department of Social Services	311,100	
Office of Tourism	341,100		Liquor Board	205,700	
Media	31,400		Orphan's Court	46,500	
MISCELLANEOUS	2.8%	\$8,515,100			
Capital Project Transfer	3,104,800				
Retiree Fringe/OPEB Contribution	1,907,700				
Central Services	1,338,100				
Capital Lease Agreement	1,129,500				
SDAT Cost Share	1,010,000				
Contingency	25,000				



CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2012 APPROVED CAPITAL PROJECT BUDGET FY2012-FY2016 CAPITAL IMPROVEMENT PROGRAM

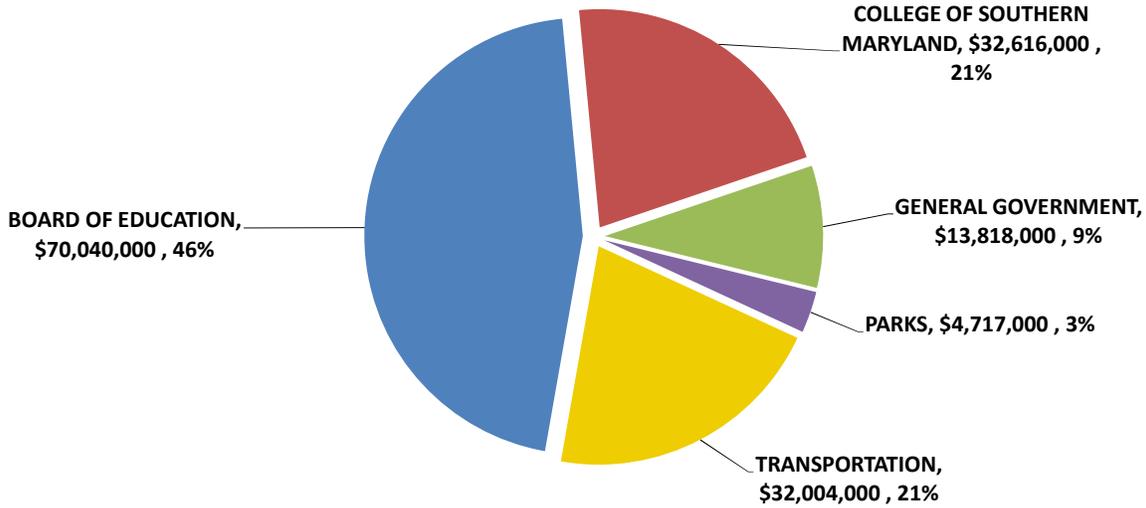
<i>(\$ in thousands)</i>	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	5-Year Total '12-'16
Governmental Projects						
CAPITAL COSTS						
Board of Education	\$13,201	\$24,399	\$20,704	\$8,944	\$2,792	\$70,040
College of Southern Maryland.....	0	8,007	8,327	1,991	14,291	32,616
General Government.....	3,226	2,310	2,834	3,058	2,390	13,818
Parks.....	1,781	250	1,922	380	384	4,717
Transportation.....	4,312	4,914	8,523	7,556	6,699	32,004
Total Governmental	\$22,520	\$39,880	\$42,310	\$21,929	\$26,556	\$153,195
FINANCE SOURCES						
General Obligation Bonds.....	\$6,935	\$12,689	\$14,044	\$14,216	\$10,791	\$58,675
Fair Share Excise Tax Bonds.....	3,572	5,473	32	368	2,792	12,237
General Fund - Fund Balance Appropriation.....	771	580	444	0	0	1,795
General Fund Operating Transfer.....	1	88	92	488	593	1,262
Total County Funding	\$11,279	\$18,830	\$14,612	\$15,072	\$14,176	\$73,969
State.....	11,241	15,868	17,678	12,758	21,681	79,226
Other: Forward funding State Share.....	0	5,182	10,020	(5,901)	(9,301)	0
	\$22,520	\$39,880	\$42,310	\$21,929	\$26,556	\$153,195
Enterprise Fund Projects						
CAPITAL COSTS						
Water.....	\$3,497	\$4,029	\$3,754	\$2,266	\$7,207	\$20,752
Sewer.....	13,581	12,242	12,019	12,207	5,273	55,322
Landfill.....	575	9,215	0	884	0	10,674
Environmental Services.....	1,536	6,736	7,585	4,128	4,128	24,113
Total Enterprise Funds	\$19,189	\$32,222	\$23,358	\$19,485	\$16,608	\$110,861
FINANCE SOURCES						
Water Bonds.....	\$3,299	\$3,825	\$3,541	\$2,129	\$7,061	\$19,854
Sewer Bonds.....	11,217	10,269	10,147	10,478	3,731	45,841
Landfill Bonds.....	0	0	0	884	0	884
Environmental Service Bonds.....	1,536	5,946	5,855	4,128	4,128	21,593
Enterprise Fund Operating Transfers.....	158	164	171	180	191	864
Sewer Fund Balance Appropriation.....	0	0	241	0	0	241
Landfill Fund Balance Reserve.....	575	9,215	0	0	0	9,790
Total County Funding	\$16,785	\$29,419	\$19,955	\$17,799	\$15,110	\$99,067
State.....	77	869	1,812	0	0	2,758
Federal.....	728	0	0	0	0	728
Other: WSSC.....	1,599	1,934	1,591	1,686	1,498	8,308
Total Enterprise Funds	\$19,189	\$32,222	\$23,358	\$19,485	\$16,608	\$110,861
TOTAL PROJECTS	\$41,709	\$72,102	\$65,668	\$41,414	\$43,164	\$264,056



CAPITAL IMPROVEMENT PROGRAM

FY2012-FY2016 CAPITAL IMPROVEMENT PROGRAM

TOTAL GENERAL GOVERNMENT CIP = \$153,195,000



	<u>FY12-FY16 Total</u>	<u>Project Total</u>	
BOARD OF EDUCATION			
St. Charles High School	\$50,523,000	\$74,370,000	FY12-FY15
Jenifer E.S. Roof/RTU/Boiler Replacement	2,881,000	4,299,000	FY12-FY13
Full-Day Kindergarten Addition: Wade E.S.	1,107,000	4,195,740	FY16-FY17
Benjamin Stoddert M.S. RTU/Boiler Replacement	1,562,000	3,969,000	FY14-FY17
Full-Day Kindergarten Addition: Matula E.S.	1,210,000	3,878,450	FY16-FY17
Mitchell E.S.: AHU/Boiler/Chiller/H&V/Cooling Tower	3,130,000	3,268,000	FY13
Dr. Gustavus Brown E.S. RTU/Boiler Replacement	2,865,000	3,049,000	FY13-FY14
F.B. Gwynn Center Roof/Boiler Replacement	2,878,000	2,878,000	FY14-FY15
Full-Day Kindergarten Addition: Middleton E.S.	470,000	2,703,960	FY12
Local Portable Classrooms - Various Schools	776,000	1,164,000	FY13-FY15+
BOE: Various Maintenance Projects	590,000	590,000	FY12-FY14
Contingency- Inflation	2,048,000	4,050,000	on-going
Total	\$70,040,000	\$108,415,150	

% County Funded 38%

	<u>FY12-FY16 Total</u>	<u>Project Total</u>	
COLLEGE OF SOUTHERN MARYLAND			
BU & CE Buildings Renovation/Addition	\$15,992,000	\$25,460,000	FY13-FY15
FA Renovation & Addition	12,849,100	14,563,000	FY15-FY17
Contingency- Inflation	3,774,900	4,228,000	on-going
Total	\$32,616,000	\$44,251,000	

% County Funded 25%

	<u>FY12-FY16 Total</u>	<u>Project Total</u>	
PARKS			
Park Repair & Maintenance Projects	\$1,316,000	\$1,632,000	on-going
Central County Acquisition	1,501,000	1,501,000	FY12
Waterfront Acquisition	1,501,000	1,501,000	FY14
Various Pedestrian & Bicycle Facilities	234,000	312,000	on-going
Contingency- Inflation	165,000	504,000	on-going
Total	\$4,717,000	\$5,450,000	

% County Funded 36%

	<u>FY12-FY16 Total</u>	<u>Project Total</u>	
TRANSPORTATION			
Cross County Connector Ph. VII	\$2,480,000	\$20,003,000	FY15-FY16+
Road Overlay Program	13,505,000	16,506,000	on-going
Old Washington Road Reconstruction	2,461,500	8,056,500	FY14-FY16+
County Drainage Systems Improvement Program	5,025,000	6,166,000	on-going
Radio Station Road Upgrade	2,409,000	3,411,000	FY14-FY15
Traffic Signal Program	1,000,000	1,323,110	on-going
Safety Improvement Program- Existing Roadways	851,000	1,134,000	on-going
Smallwood/St. Patrick Dr. Inter. & Traffic Improv.	586,000	674,000	FY14
Waldorf Subarea Plan Implementation Studies	445,000	534,000	FY12-FY16+
Bryans Road Subarea Plan Implementation	177,000	177,000	FY12-FY14
Contingency- Inflation	3,064,500	6,324,500	on-going
Total	\$32,004,000	\$64,309,110	

% County Funded 97%

	<u>FY12-FY16 Total</u>	<u>Project Total</u>	
GENERAL GOVERNMENT			
Rural Legacy Program	\$7,530,000	\$9,036,000	on-going
Various Maintenance Projects	1,988,000	2,389,000	on-going
Agricultural Preservation	1,500,000	2,250,000	on-going
Automation & Technology Master Plan- Facilities	1,312,000	1,312,000	FY12-FY15
Electrical/Network Infrastructure Upgrade	613,000	613,000	FY12
Various Planning and Growth Management Studies	347,000	431,000	on-going
Port Tobacco Historic District Revitalization	130,000	347,000	FY14
Contingency- Inflation	398,000	1,126,000	on-going
Total	\$13,818,000	\$17,504,000	

% County Funded 45%

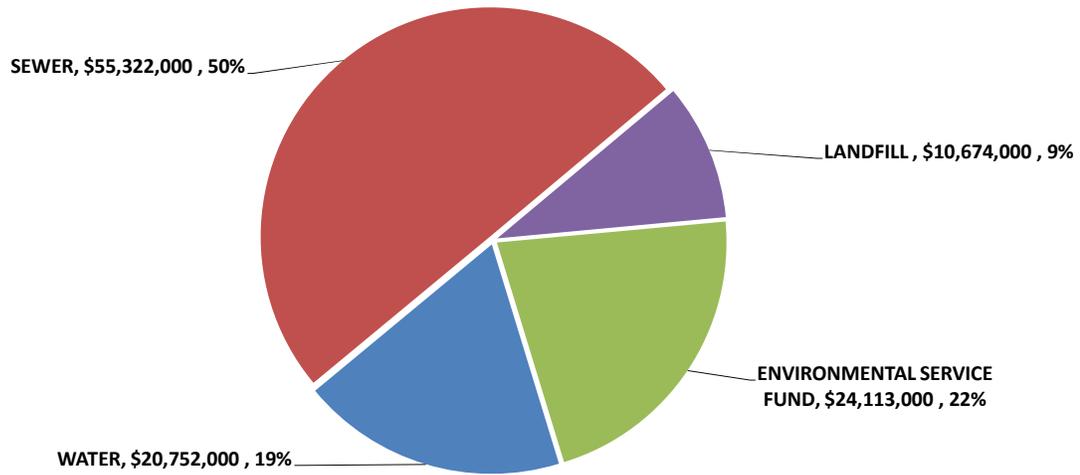
+ indicates additional funding beyond FY16



CAPITAL IMPROVEMENT PROGRAM

FY2012-FY2016 CAPITAL IMPROVEMENT PROGRAM

TOTAL ENTERPRISE FUND CIP = \$110,861,000



	FY12-FY16 Total	Project Total		FY12-FY16 Total	Project Total	
WATER				SEWER		
Automation & Technology Master Plan (50%)	\$4,115,500	\$8,033,500	FY12-FY16+	Mattawoman Infiltration and Inflow	\$15,425,050	\$24,185,250 FY12-FY16+
Waldorf Water Tower #7	5,414,000	5,414,000	FY15-FY16	Benedict Central Sewer System	4,740,000	9,865,000 FY14-FY15
Cross County Conn. Ph.VII Wtr. Trans. Main Ext.	815,000	2,077,000	FY14	Automation & Technology Master Plan (50%)	4,115,500	8,033,500 FY12-FY16+
Cliffton Water System Improvements	1,323,000	2,031,000	FY12-FY13	Influent/Effluent Pump Station	5,835,050	7,463,050 FY12-FY13
Cross County Conn. Ph.VI Wtr. Trans. Main Ext.	731,000	1,822,000	FY14	Mt. Carmel Woods / CSM Pump Station & Force mains	5,022,000	6,608,000 FY12-FY13
Patuxent Aquifer Study	1,590,000	1,665,000	FY12-FY14	Zekiah Pump Station Upgrade Ph. 1	1,160,000	3,569,500 FY15
Swan Point Water Tower Rehabilitation	1,221,000	1,251,000	FY12-FY14	Mattawoman WWTP Automation	1,675,050	3,392,000 FY12-FY16
Various County Water Studies	435,000	835,000	FY12-FY16	Pump Station Rehabs and Replacements	3,097,000	3,097,000 FY12-FY14
Smallwood Drive East Water Tower Rehab.	748,000	748,000	FY13	MWWTP Electrical System Replacement	2,803,050	3,038,000 FY12-FY15
Well Site Automation	716,000	716,000	FY12-FY15	White Plains Failing Septic Sewer Improvements	926,000	1,814,000 FY12-FY13
Miscellaneous Watermain Improvements	440,000	550,000	FY13+	Cobb Island/Swan Point Interconnection	1,661,000	1,661,000 FY13-FY14
Underground Infrastructure Repairs	506,000	506,000	FY12-FY13	Hughesville Package Treatment Plant	833,000	1,528,000 FY14
Benedict Replacement Well	277,000	277,000	FY15	Grit System Reconfiguration at MWWTP	703,100	1,427,100 FY12
Water Model Update	160,000	192,000	on-going	MWWTP Clarifier and Thickener Repairs	763,100	763,100 FY12-FY14
MWWTP Lab Renovation (50%)	87,000	87,000	FY12-FY15	Cliffton Pump Station #4	660,000	660,000 FY14-FY15
Contingency-inflation	2,173,500	2,525,500	on-going	Mattawoman WWTP Berm Relocation	589,000	589,000 FY12
TOTAL	\$10,407,500	\$13,205,500		Bryans Road Interceptor Capacity Study	247,000	424,000 FY12
% County Funded	99%			Sewer Model Update	185,050	222,000 on-going
ENVIRONMENTAL SERVICE FUND				U. Port Tobacco River Watershed Swr Conn. Study	220,000	220,000 FY14
NPDES Retrofit Projects	\$18,274,000	\$32,586,000	on-going	MWWTP Utility Water System Eval. & Improv.	163,050	212,000 FY15
La Plata Subwatershed Restoration	2,520,000	2,700,000	FY13-FY14	MWWTP Lab Renovation (50%)	87,000	87,000 FY12-FY15
Jennie Run Subwatershed Restoration	922,000	922,000	FY14-FY16	Contingency-inflation	4,412,000	6,460,500 on-going
Hoghole Run Living Shoreline	507,000	507,000	FY14-FY16	TOTAL	\$55,322,000	\$85,319,000
Contingency-inflation	1,890,000	3,975,000	on-going	% County Funded	84%	
TOTAL	\$24,113,000	\$40,690,000		LANDFILL		
% County Funded	90%			Cell #3B & 2B Expansion	\$9,309,000	\$9,309,000 FY12-FY13
				Automation & Technology Master Plan - Landfill	771,000	771,000 FY15
				Contingency-inflation	594,000	594,000 on-going
				TOTAL	\$10,674,000	\$10,674,000
				% County Funded	100%	

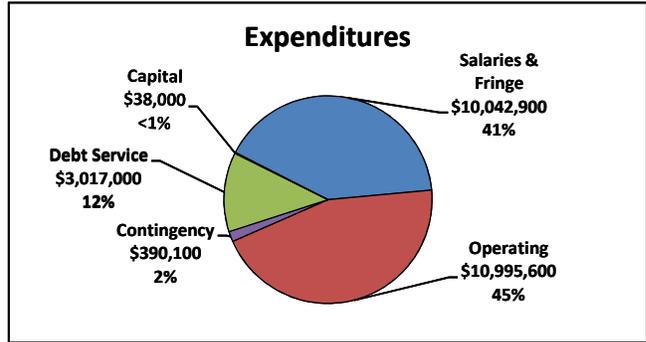
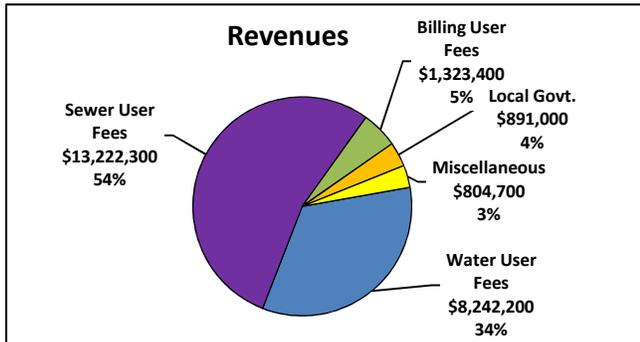
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ENTERPRISE FUNDS

WATER & SEWER FUND

TOTAL FY12 APPROVED BUDGET = \$24,483,600



FY11 Approved Budget \$24,277,200 FY12 Approved Budget \$24,483,600 Change \$206,400 ; 0.9%

The County manages many public water and sewer systems, the largest of which is the Mattawoman Sewer Treatment Plant. The majority of the revenue is paid by customers through user fees for operating and the maintenance of the County's water supply and sewage systems. The user fees have been adjusted for FY12 to keep pace with the cost of sludge disposal and to cover the cost of maintenance and repairs. The user fee rates for FY12 are:

Water User Fee Rate per 1,000 gallons

Single Family Residential: 0 – 18,000 gallons	\$2.67
Single Family Residential : 18,001 – 24,000 gallons	\$5.34
Single Family Residential : over 24,001 gallons	\$8.01
Multi-Family / Commercial: Metered Usage	\$3.45

Sewer User Fee Rate per 1,000 gallons

Single Family Residential: Usage capped @ 24,000 gallons	\$5.83
Multi-Family / Commercial: Metered Usage	\$5.83

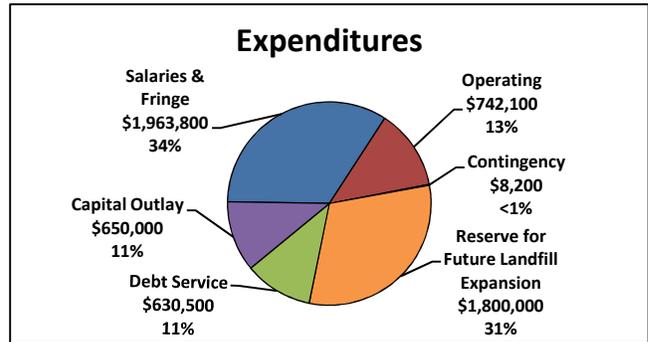
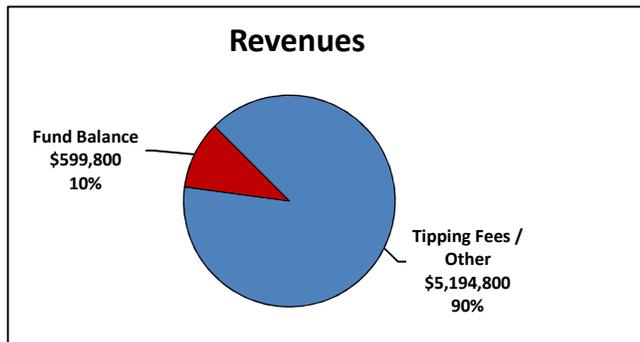
Customer account fee per quarterly bill

\$8.88

NOTE: The average quarterly Water and Sewer bill assuming 174 gallons per day would increase from \$139 to \$142.

LANDFILL FUND

TOTAL FY12 APPROVED BUDGET = \$5,794,600



FY11 Approved Budget \$4,400,500 FY12 Approved Budget \$5,794,600 Change \$1,394,100 ; 31.7%

A tipping fee per ton for commercial and residential refuse is collected to cover the cost of operating the current landfill, future landfill cell expansion, and post closure costs. The tipping fee will remain at \$70 per ton for FY12. This fee is the primary revenue source for the Landfill operation. A 31.7% increase in the overall budget is anticipated due to increased tonnage. The additional revenues have increased costs associated, especially the need to increase the savings for future landfill expansion.

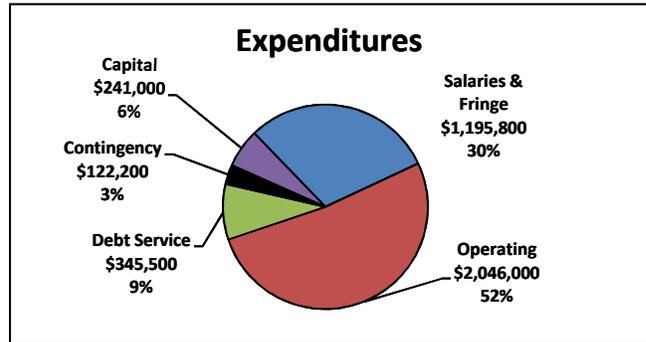
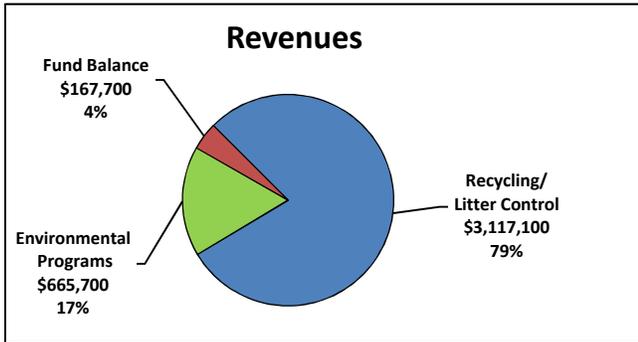
Citizens may also purchase Tag-A-Bag tickets for \$1.00. Bagged trash is accepted at the landfill on Billingsley Road or one of the recycling centers in the County (Gilbert Run, Pisgah, or Breeze Farm). The landfill is located on a 16 acre site and is estimated to be 37% filled as of June 30, 2011. Current estimates indicate the landfill will last until 2029.



ENTERPRISE FUNDS

ENVIRONMENTAL SERVICE FUND

TOTAL FY12 APPROVED BUDGET = \$3,950,500



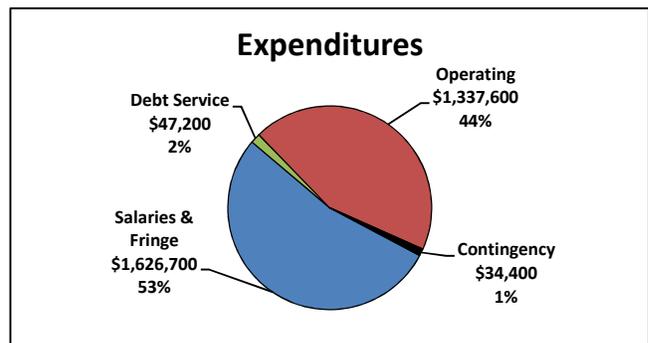
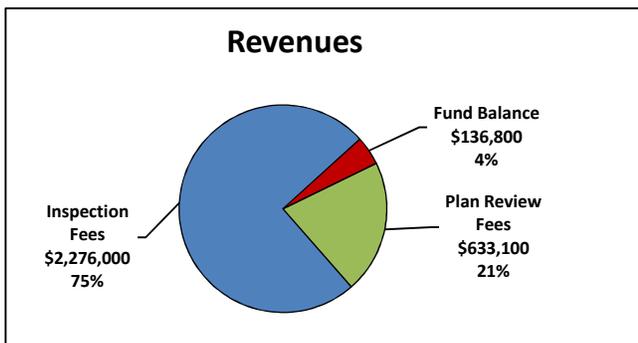
FY11 Approved Budget \$3,670,400 **FY12 Approved Budget** \$3,950,500 **Change** \$280,100 ; 7.6%

Recycling and environmental programs are paid with revenues generated primarily by a \$74 Environmental Service Fee (ESF) which is charged annually to each improved property within the County and accounts for 94% of revenues generated in this fund. The fee is established annually based on the estimated cost of various programs divided by the number of dwelling units. The towns of Indian Head and La Plata have their own recycling program and pay a reduced ESF fee of \$27. Charles County has achieved a 43% recycling rate and a 5% source reduction credit equaling a total waste reduction rate of 48%. Over 32,000 households are served by curbside collection of recyclable materials with the remaining residents being served by four permanent and three mobile recycling centers. The permanent centers are located at Gilbert Run Park in Dentsville, Breeze Farm in Cobb Island, the Landfill in Waldorf, and the old Landfill at Pisgah. There is also an unmanned recycling center located in Benedict at the Benedict Volunteer Fire Department.

Environmental programs consist mainly of the stormwater management program which involves developing and implementing a number of programs to monitor and control water quality and for finding and enforcing sewer system discharge violations. Environmental programs also include the monitoring of compliance with the forest conservation and the critical area ordinances. Associated fees are collected and used to benefit these programs.

INSPECTION & REVIEW FUND

TOTAL FY12 APPROVED BUDGET = \$3,045,900



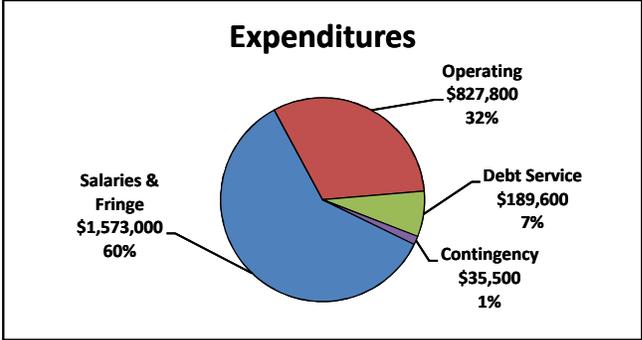
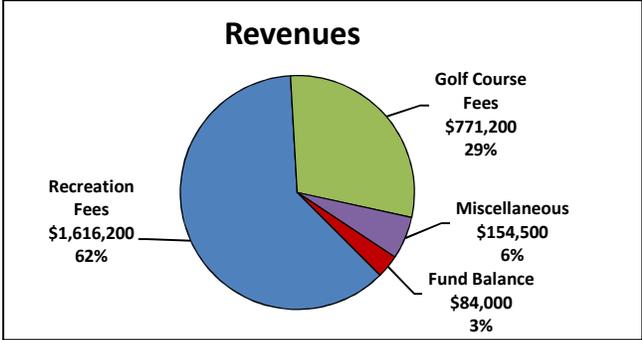
FY11 Approved Budget \$2,991,000 **FY12 Approved Budget** \$3,045,900 **Change** \$54,900 ; 1.8%

The County manages building inspections and developer plan reviews through the use of an enterprise fund. This operation was privatized during the recession in the early 1990's which depressed the construction industry and left the County with high overhead costs. The expansion and contraction of the building & renovation activities within the County are managed mainly with outside contractors for greater flexibility. Operating revenues for this fund are generated primarily by service charges such as: environmental site review fees, site plan reviews, main inspection, design reviews, inspection reviews, road inspections, grading inspection, water & sewer inspections, and storm drain & storm water reviews. Fees are adjusted to cover the cost of providing these services.

ENTERPRISE FUNDS

RECREATION FUND

TOTAL FY12 APPROVED BUDGET = \$2,625,900



FY11 Approved Budget \$2,770,000 **FY12 Approved Budget** \$2,625,900 **Change** (\$144,100) ; -5.2%

This fund is used to manage the recreational and leisure time activities for County residents including: recreational classes, special events, indoor sports leagues for youth and adult, drop-in programs, special population programs which includes support of the Special Olympics, summer aquatics and swim lessons, summer sports camps, trips and tours, and amusement park discount ticket sales. Additionally, the Recreation fund accounts for the operation of the Elite Gymnastics & Recreation Center and the White Plains Golf Course. Funding for the 18-hole golf course is generated primarily by golf course green fees and golf cart rentals.

Charles County Commissioners



Equal Opportunity County

Department of Fiscal and Administrative Services

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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.

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.