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Terry L. Baker, *Vice President*
Krista L. Hart, *Clerk*

Wayne K. Keefer
Randall E. Wagner

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BOARD OF COUNTY COMMISSIONERS
March 2, 2021
OPEN SESSION AGENDA

The meeting of the Board of County Commissioners of Washington County will be held at 100 West Washington Street, Suite 1113, Hagerstown. Due to Governor Hogan's Executive Order and gathering restrictions, Board members will be practicing social distancing. County buildings remain closed to public access except by appointment. Therefore, there will be no public attendance in the meeting chambers. The meeting will be live streamed on the County's YouTube and Facebook sites.

9:30 AM **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
CALL TO ORDER, *President Jeffrey A. Cline*
APPROVAL OF MINUTES: *February 23, 2021*

9:35 AM **COMMISSIONERS' REPORTS AND COMMENTS**

9:50 AM **STAFF COMMENTS**

10:00 AM **NAILE CONSERVATION RESERVE ENHANCEMENT PROGRAM –** *Chris Boggs, Land Preservation Planner, Planning & Zoning*

10:05 AM **FY2022 GENERAL FUND BUDGET PRESENTATION, HUMANE SOCIETY –** *Colin Berry, Executive Director; Crystal Mowery, Field Services Director, Humane Society*

10:15 AM **FY2022 GENERAL FUND BUDGET PRESENTATION, PUBLIC SAFETY (Law Enforcement & Emergency Services) –** *Sheriff Doug Mullendore; Dave Hays, Director, Emergency Services*

10:35 AM **FY2021 BUDGET ADJUSTMENT –** *Sara Greaves, CFO*

10:45 AM **FY2022 GENERAL FUND BUDGET – DRAFT 1 (REQUESTED VERSION) –** *Sara Greaves, CFO; Kim Edlund, Director, Budget & Finance*

11:05 AM **PRESENTATION OF THE 2022-2031 CAPITAL BUDGET (DRAFT 2) –** *Sara Greaves, CFO; Kelcee Mace, Deputy Director, Budget & Finance*

11:15 AM **CLOSED SESSION** *(To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; to consult with counsel to obtain legal advice on a legal matter; to consult with staff, consultants, or other individuals about pending or potential litigation; and to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter)*

1:00 PM **RECESS**

JOINT MEETING WITH THE BOARD OF EDUCATION - *The joint meeting of the Board of County Commissioners and Board of Education will be held virtually due to the restrictions of COVID-19*

1:30 PM **PRESENTATION AND DISCUSSION OF THE BOARD OF EDUCATION'S DRAFT FY2022 GENERAL FUND BUDGET FOR THE WASHINGTON COUNTY PUBLIC SCHOOLS**

1:45 PM **ADJOURNMENT**

Agenda Report Form

Open Session Item

SUBJECT: Naile Conservation Reserve Enhancement Program (CREP) Easement proposal

PRESENTATION DATE:

PRESENTATION BY: Chris Boggs, Land Preservation Planner, Dept. of Planning & Zoning

RECOMMENDED MOTION: Move to approve the Gary and Renee Naile CREP easement project, paid for 100% by the State, in the amount of $262,092.19 for 188.19 easement acres, to adopt an ordinance approving the purchase of the easement, and to authorize the execution of the necessary documentation to finalize the easement purchase.

REPORT-IN-BRIEF: The Naile property is located at 13020 Indian Springs Road, Big Pool, and will protect 110 acres of woodland and 75 acres of hayland. This easement will serve to buffer roughly 6,500 feet of Lanes Run and its tributary that run through the property. Further, a significant portion of this easement has been donated by the landowners.

Washington County has been funded to purchase CREP easements on over 1,300 acres of land since 2010. The Naile easement will serve to both protect Maryland waterways, as well as preserve the agricultural, historic, cultural and natural characteristics of the land.

DISCUSSION: For FY 2021, the State of Maryland is awarding CREP grants to eligible properties on a project by project basis. Following County approval, the application will be submitted for State funding approval.

FISCAL IMPACT: CREP funds are 100% State dollars. In addition to the easement funds, the County receives up to 3% of the easement value for administrative costs, a mandatory 1.5% for compliance costs and funds to cover all legal costs and surveys.

CONCURRENCES: DNR staff approves and supports our program. A final money allocation will be approved by the State Board of Public Works.

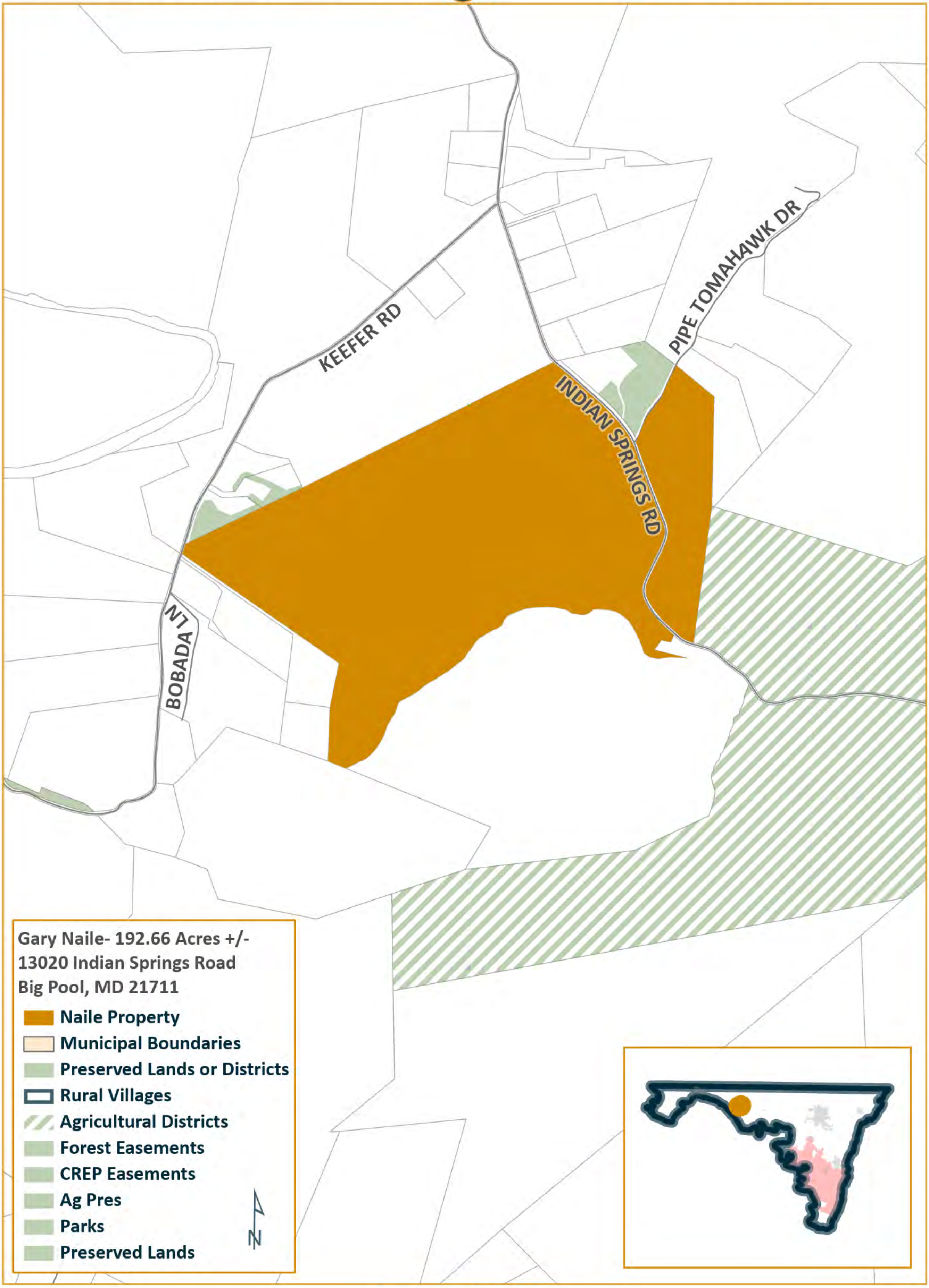
ALTERNATIVES: If Washington County rejects these State funds for CREP, the funds will be allocated to other counties in Maryland.

ATTACHMENTS: Aerial Map, Location Map, Detail Map, Ordinance

AUDIO/VISUAL NEEDS: Aerial Map

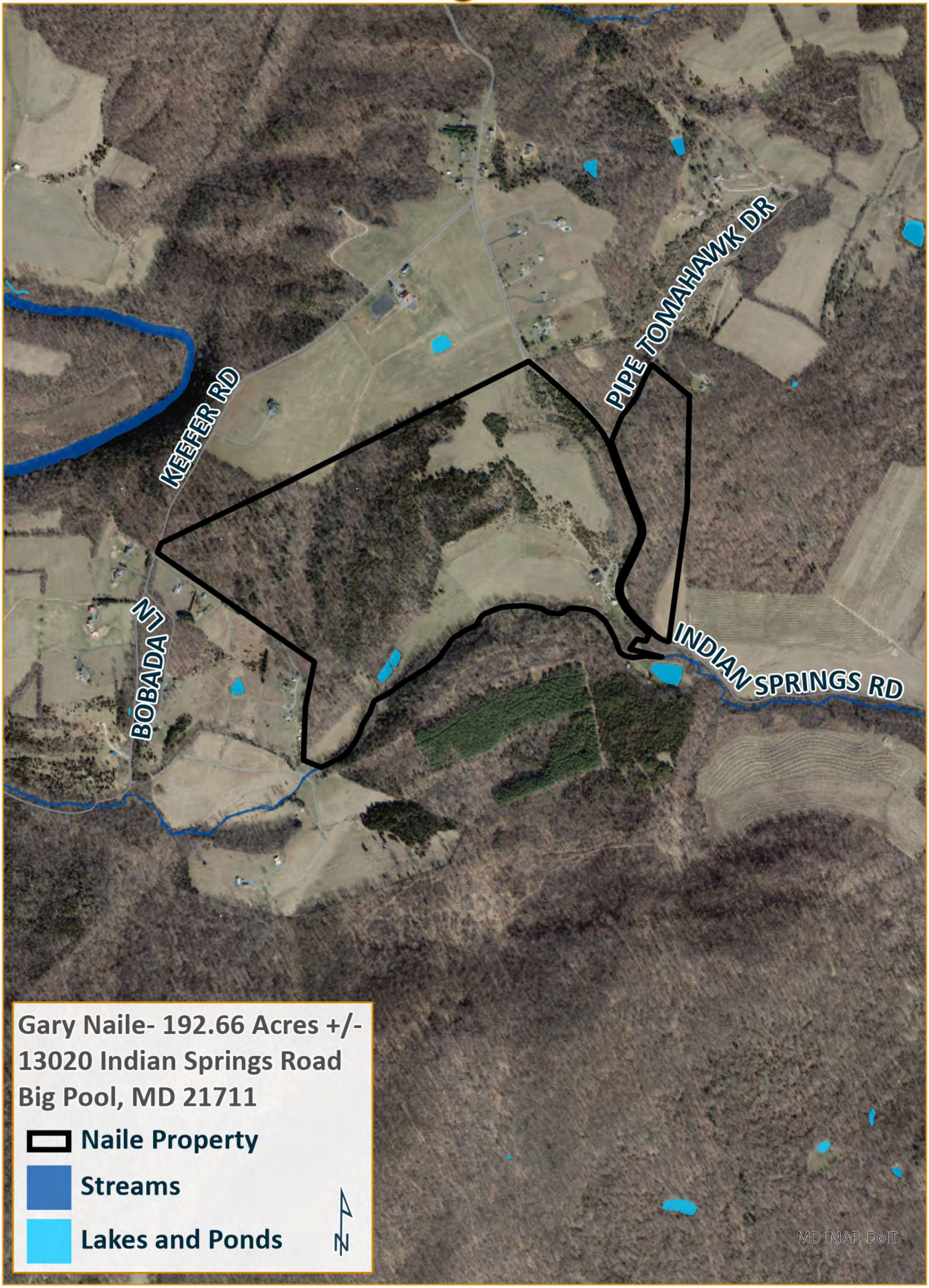
Washington County, Maryland

Naile - Location



Washington County, Maryland

Naile - Aerial



Created By: Department of Planning and Zoning GIS
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Washington County MARYLAND

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: FY2022 General Fund Budget, Humane Society

PRESENTATION DATE: March 2, 2021

PRESENTATION BY: Colin Berry, Executive Director and Crystal Mowery, Field Services Director

RECOMMENDED MOTION: None

REPORT-IN-BRIEF: Budget request presented for Humane Society of Washington County's Animal Control Contract

DISCUSSION: Presented for Board consideration.

FISCAL IMPACT: Requested amount $1,545,264

CONCURRENCES: NA

ALTERNATIVES: NA

ATTACHMENTS: Humane Society's Power Point Presentation

AUDIO/VISUAL NEEDS: Ability to present Power Point

HUMANE SOCIETY
of Washington County

FY 2021/2022
Budget Request
Presented by Colin Berry

<u>80.9%</u>

of the animals who came to HSWC in 2020 did so through the shelter's Animal Control contract.

(Increase of 3.9% from 2019; Current contract only covers 70%)

HSWC Animal Control:

Committed to Protecting the Animals of Washington County

1,789 Calls received in 2020, including:

- 103 Requests to assist First Responders
- 780 Complaints of Animal Cruelty

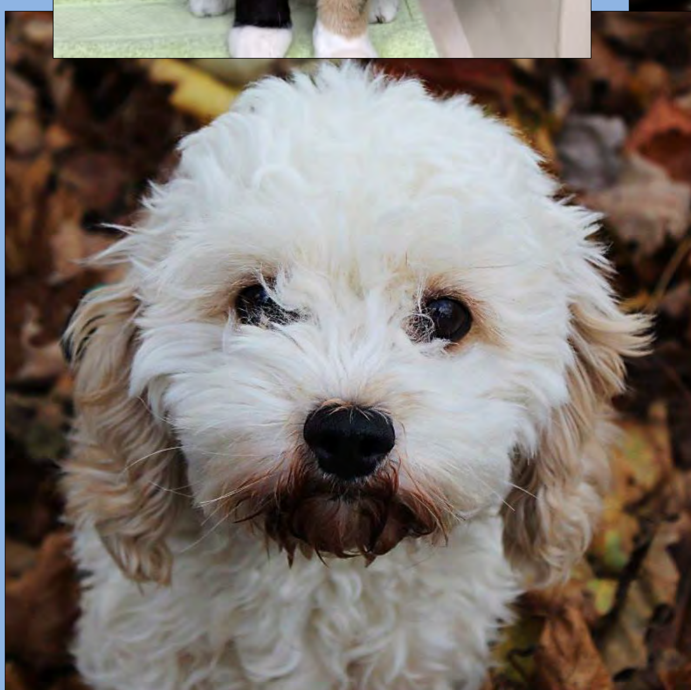
82 Animals impounded for animal cruelty

- 61% increase from 2019

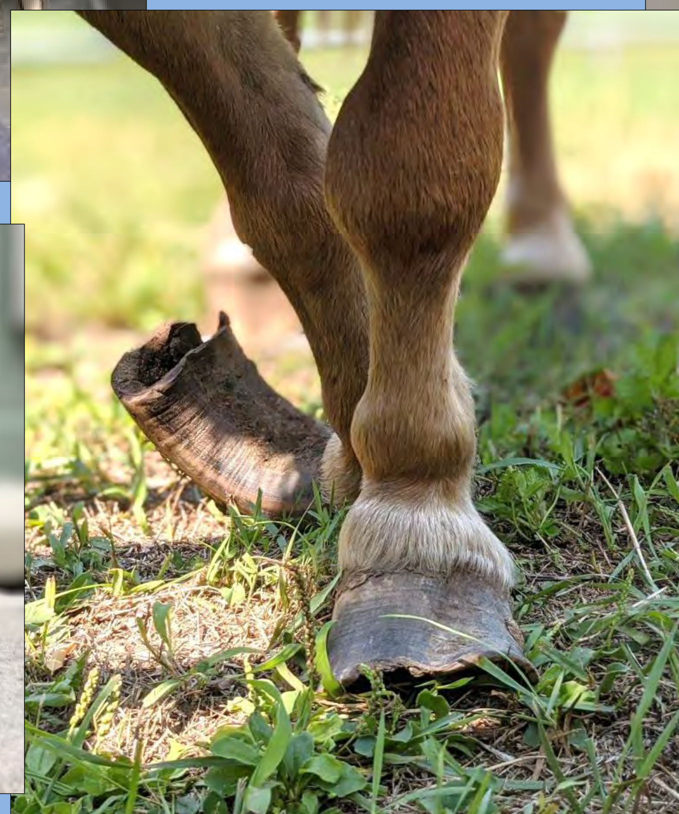
Stray Animals in 2020

- 451 brought in by Field Service Officers
- 1,736 brought in by the public

In a Perfect World…



Unfortunate Reality



*Animals from 2020

Maintained 83% Live Release Rate despite the challenges presented by 2020.

HUMANE SOCIETY of Washington County

HSWC Animal Control:

Committed to Protecting the Residents of Washington County

- 121 Bite Reports Taken
- 10 Dogs Deemed Potentially Vicious and Dangerous (PVD)
- 11 Dogs Deemed Vicious and Dangerous (PV)
- 3,868 Rabies Vaccinations Administered (includes shelter animals, reclaimed strays, TNR cats, community clinics)

Feline TNR
(Trap-Neuter-Return)

- **2018:** 109 TNR's
- **2019**: 373 TNR's
- **2020 :** 600 TNR's
- **2021 Goal:** 700 cats

What is significant about TNR'ing 600 cats in 2020?

- Trapped, spayed/neutered, vaccinated, microchipped, ear-tipped, and treated 600 cats in 10-month period

- HSWC <u>fundraised and invested $48,000</u> in TNR surgeries and supplies.

- 600 TNR's will prevent unwanted birth of approximately 2,480 kittens this year.

- Massive community impact

HSWC Animal Control:

Helping More Than Just Animals

HUMANE SOCIETY of Washington County

COVID-19 Challenges

GOAL: Keep animals with their families and out of the shelter by helping cover the most basic animal needs.

- HSWC was denied 6 local COVID-related grant requests for the following:

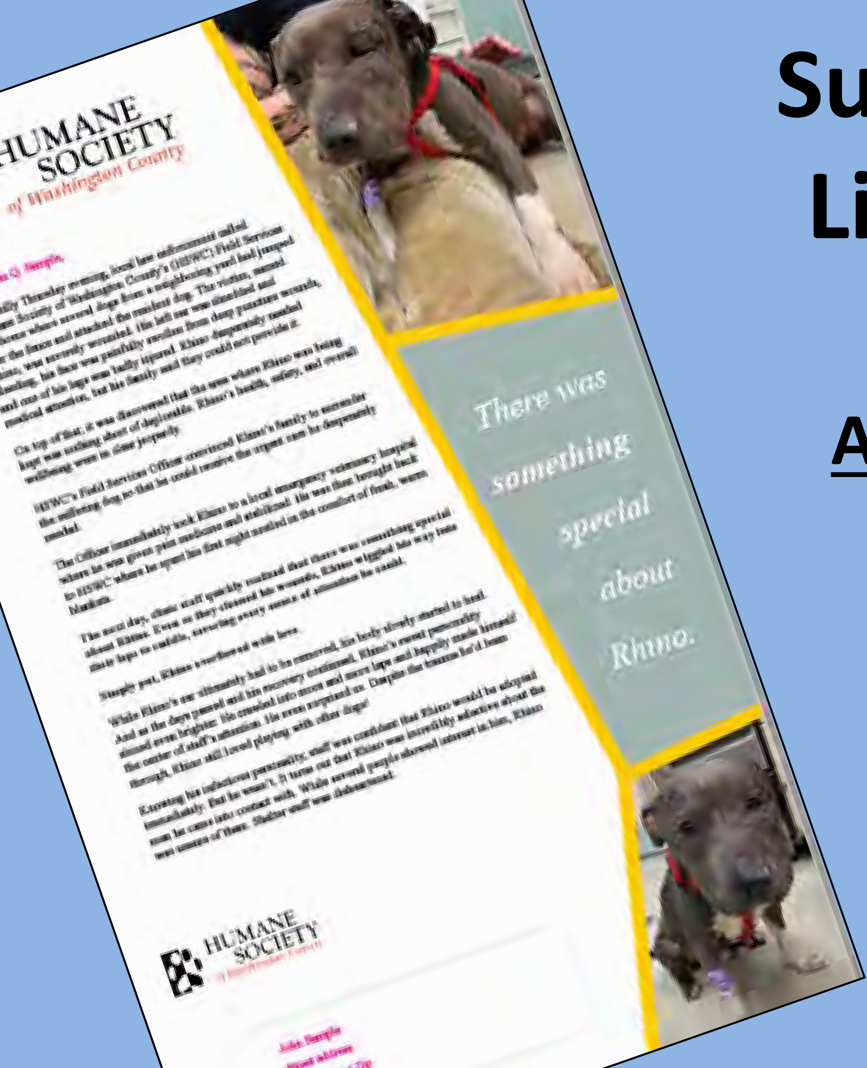
  - Shelter animal food and litter
  - Food for public Pet Food Bank
  - Food for Silver Safety Net Senior Program (2 separate requests)
  - Personal Protection Equipment and Cleaning Supplies
  - Food for Meals for Paws program

Despite local funding denials, HSWC found a way to continue to support vulnerable and underserved populations in Washington County.

Helping Seniors and Low Income Residents of Washington County

- 25,799 pounds of food and 2,000 pounds of cat litter distributed by Field Services and HSWC's Pet Food Bank
- 157 Public Assistance Veterinary Vouchers issued (limited by COVID-related restrictions)
- 577 animals received preventative care at low cost wellness clinics and offsite Rabies Clinics (July-Dec 2020)
- Organized a Halloween pet parade to boost morale for residents and staff of Coffman Nursing Home.

Successfully Sustained Life-Saving Programs



<u>Actively Fundraised</u>: $111,322

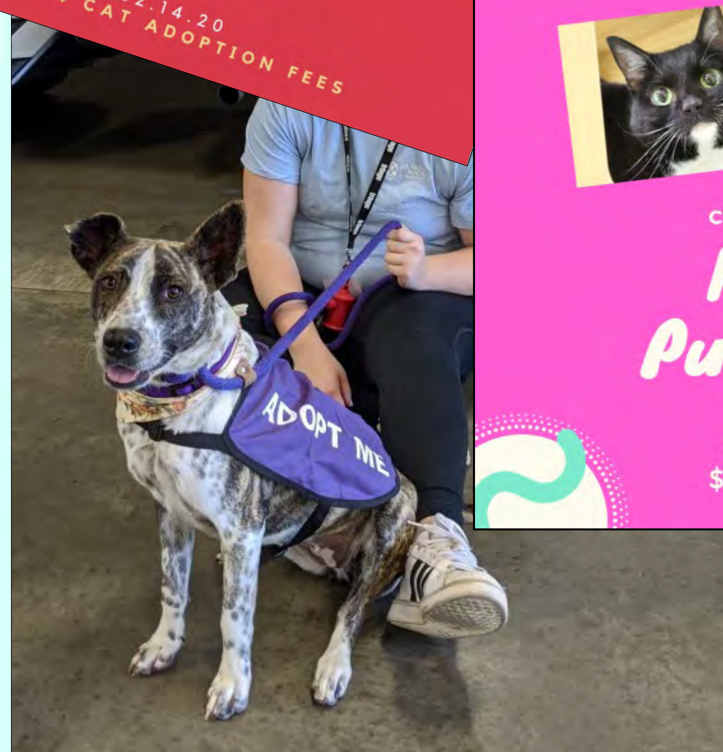
- Shifted fundraising events to virtual platform
- Launched social media and email campaigns
- Developed special direct mail campaign


Remote Adoptions
-Humane Society of Washington County-
View our Animals
STEP 01
Visit our Adoption Gallery to view the animals we currently have available looking for furever homes! http://hswcmd.org/adopt/adoption-gallery
STEP 02
Learn M
You can learn mo
an animal by clic
its picture in the
Gallery.
Interest Form
STEP 03
Found an animal you're interested in or want our help deciding? Fill out an Adoption Interest Form!
Call with Counselor
STEP 04
Once an Adoption Counselor has reviewed your form, they will give you a call to further discuss the pet you are interested in and fill you in on the next steps!
HUMANE SOCIETY of Washington County


MEET YOUR PURRFECT MATCH
SPEED DATING CAT ADOPTION EVENT
02.14.20
$14 CAT ADOPTION FEES


HUMANE SOCIETY of Washington County
ADOPTION EVENT
ASPCA
SHEEHY.com It's Easy! HAGERSTOWN
SUBARU

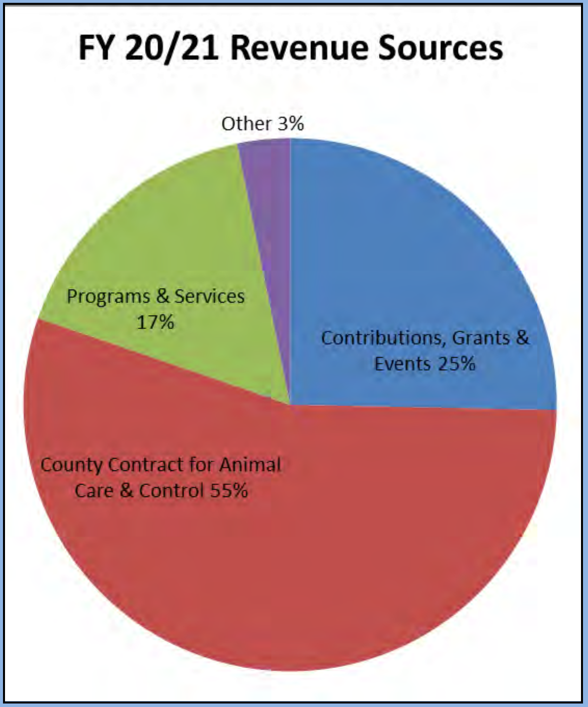

FOR A LIMITED TIME!
CAT ADOPTION SPECIAL
Find Your Purr-fect Pal!
$20 Cats (regularly $50)
$40 Kittens (regularly $75)


ADOPT ME

Adoption!

FY 2021/2022 Budget Request

- Requesting $1,545,264
- County funding stagnant for last 3 FY
- Fulfilling our contractual commitment to enforce animal control ordinances and ensure public safety at the current professional level depends upon a funding increase.
- Increase is critical to the continuation of proactive community programs that keep families and pets together.



Budget Highlights: Animal Control

- **Personnel Costs**
  - TNR/Dispatch position increased from PT to FT
  - Overall increase in cost of benefits
  - Fiscal impact: $26,952

- **Fuel/Oil, Insurance, Vehicle Maintenance**
  - Increase due to addition of new TNR/Feline Transport Van
  - Fiscal impact: $10,624

- **Other**
  - Increase due to cleaning supplies and PPE
  - Fiscal impact: $3,084

- **Unaccounted Expenses**
  - MD is expected to pass a law that requires Animal Control Officers to fulfill specific certification and annual Continuing Education requirements.
  - Additional Fiscal Impact: Approximately $5,000

Budget Highlights: Animal Care, Clinic Operations, Customer Service

- **Wages**
  - Shifted positions within departments
  - Must still account for increase in minimum wage

- **Other**
  - Increase due to rising costs for Worker's Comp, pharmaceuticals, and PPE
  - Fiscal Impact: $5,093

Budget Highlights: Management and General

- **Personnel Costs**
  - Increase due to critical new FT Human Resource Manager position to support 51 employees
  - Increase due to internal transfer of technology position
  - Fiscal Impact: $94,598

- **Other**
  - More accurate Merchant/Payroll Processing Fees
  - Fiscal Impact: $4,800

Budget Highlights: Fundraising and Development

- **Wages**
  - Decrease due to departmental reorganization
- **Other**
  - Reorganized lines 1 - 4

Upcoming Capital Expenditure

Specialized
Field Service Truck
will be replaced
this spring.

Cost: $50,000

Our Mission

The Humane Society of Washington County exists to promote the welfare of companion and domestic animals through educational programs and initiatives that reduce pet overpopulation, endorse fostering, enrich adoptions, and encourage responsible pet guardianship.

HUMANE SOCIETY of Washington County

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: FY2022 General Fund Budget – Public Safety (Law Enforcement and Emergency Services)

PRESENTATION DATE: March 2, 2021

PRESENTATION BY: Doug Mullendore, Sheriff; Dave Hays, Director of Emergency Services

RECOMMENDED MOTION: For informational purposes only

REPORT-IN-BRIEF: Requested budgets will be presented for Board consideration.

DISCUSSION:

Law Enforcement request is $35,882,070, an increase of $1,377,090 over FY21.

Emergency Services request is $23,371,570 an increase of $4,356,280 over FY21.

Any adjustments needed for balancing of the FY2022 budget are not included in the request and will be discussed if applicable at a later date.

FISCAL IMPACT: FY22 budget is not yet balanced

CONCURRENCES: Not applicable

ALTERNATIVES: Not Applicable

ATTACHMENTS: Law enforcement budget documents; Emergency services budget documents

AUDIO/VISUAL NEEDS: Not applicable

Washington County, Maryland
Requested
Public Safety - Law Enforcement
Detailed Summary
Fiscal Year 2022

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
	Sheriff Operations:						
8-3	**Judicial**	3,072,840			94,240	3.16%	2,978,600

1. Wages and benefits are increasing a total of $92,790 and 3.26%. This includes a proposed step of 2.5% and a 1% COLA.
2. Operating expenses requests are increasing by $1,450 and 1.09%. The increase is due to higher fleet insurance costs partially offset by the decrease in telephone expenses which are being budgeted in the IT department.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
8-10	**Process Servers**	170,700			3,040	1.81%	167,660

1. Wages and benefits are increasing a total of $3,040 and 1.89%. The increase is related to the proposed wage increase related increases in benefits. Based on historical use, the part time wages were not increased.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
8-12	**Patrol**	13,340,470			644,390	5.08%	12,696,080

1. Wages and benefits are increasing by $509,700 and 4.82%. This is related to the proposed increase in wages and the related increase in benefits.
2. Operating expenses requested increased by $62,590 or 2.95%. The majority of the increase is related to the fleet insurance and public liability insurance increases. $38,650 is being requested to utilize a cleaning service to clean the building. due to the inability to get qualifying inmates to clean the building.
3. The budget contains a $72,100 request for controllable assets such as bullet proof vests, tasers, a brake lathe, and a K-9.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
8-32	**Central Booking**	1,084,260			29,130	2.76%	1,055,130

1. Wages and benefits are increasing by $27,750 and 2.7%. This increase is related to the proposed increase in wages and related increases in benefits. It is lower than the effect of the proposed increases due to the other wages being lowered due to historical use and turnover in the department.
2. Operating expenses requested increased by $1,380 and 5.35%.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
8-36	**Detention Center**	16,648,460			576,260	3.59%	16,072,200

1. Wages and benefits are increasing by $439,140 and 3.57% due to the proposed increase in wages and related benefits. The proposed increase was partially offset by a decrease in health insurance due to staff turnover. The Sheriff is requesting an attorney and a building maintenance mechanic. To partially offset the cost of these new positions, the Sheriff is recommending the elimination of 2 correctional positions. The detention center continues to have vacancies they can not fill. Also, there is $30,000 in contracted services for hiring outside counsel that will be reduced to if the attorney is hired.
2. Operating expenses requested increased by $151,680 or 4.05%. The majority of the increase is related to food, medical costs, and janitorial supplies for gloves.

Washington County, Maryland
Requested
Public Safety - Law Enforcement
Detailed Summary
Fiscal Year 2022

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
8-57	**Day Reporting Center**	475,740			(3,720)	-0.78%	479,460

1. Wages and benefits are decreasing by $24,890 and 10.38% due to change in personnel.
2. Operating expenses requested increased by $21,170 and 8.84% due to increases in third party vendor contractual agreements.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
8-64	**Narcotics Task Force**	989,760			32,910	3.44%	956,850

1. Wages and benefits are increasing by $27,040 and 5.20% due to the proposed wage increase and related benefits.
2. The operating expenses requested increased $1,000 and 0.27%.
3. Requesting $31,000 for 4 helmet mount vision monoculars and $35,000 for a vehicle.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
8-75	**Washington County Police Academy**	59,840			(39,160)	-39.56%	99,000

1. The academy has been in existence for a couple of years and there is now history on expenditures. Based on this, the budget was adjusted to be more realistic.

		35,842,070			**1,337,090**	**3.88%**	**34,504,980**

Washington County, Maryland
General Fund
Department 11300 - Judicial
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	1,701,340	0	1,701,340	102,470	6.41%	1,598,870	1,579,247	1,609,708
500005 - Wages - Part Time	95,560	0	95,560	0	0.00%	95,560	71,676	67,861
500010 - Wages - Overtime	43,860	0	43,860	0	0.00%	43,860	19,540	25,949
500020 - Shift Differential - 2nd shift	370	0	370	0	0.00%	370	78	235
500030 - Shift Differential - 3rd shift	130	0	130	0	0.00%	130	443	73
500040 - Other Wages	22,000	0	22,000	0	0.00%	22,000	10,749	13,618
500100 - FICA - Employer	142,540	0	142,540	7,900	5.87%	134,640	123,706	127,629
500120 - Health Insurance	423,060	0	423,060	(20,680)	(4.66)%	443,740	391,565	369,435
500125 - Other Insurance	11,060	0	11,060	1,030	10.27%	10,030	9,558	10,048
500130 - Pension	442,350	0	442,350	2,070	0.47%	440,280	382,544	286,620
500140 - Workers Compensation	49,420	0	49,420	0	0.00%	49,420	44,601	44,557
500170 - Personal Development	3,240	0	3,240	0	0.00%	3,240	480	230
500171 - Employee Recognition	2,500	0	2,500	0	0.00%	2,500	0	0
500172 - Team Building	680	0	680	0	0.00%	680	535	278
Wages and Benefits	**2,938,110**	**0**	**2,938,110**	**92,790**	**3.26%**	**2,845,320**	**2,634,723**	**2,556,241**
505010 - Advertising	150	0	150	0	0.00%	150	0	0
505120 - Licenses & Certifications	250	0	250	0	0.00%	250	529	226
505130 - Small Office Equipment	150	0	150	0	0.00%	150	0	466
505140 - Office Supplies	2,000	0	2,000	0	0.00%	2,000	1,230	2,533
505150 - Other - Miscellaneous	0	0	0	0	0.00%	0	85	0
505170 - Postage	50	0	50	0	0.00%	50	92	110
505230 - Travel Expenses	3,000	0	3,000	0	0.00%	3,000	1,009	1,252
510010 - Fleet Insurance	9,510	0	9,510	2,700	39.65%	6,810	6,393	5,905
510030 - Public & Gen Liability Insurance	32,810	0	32,810	50	0.15%	32,760	31,119	30,438
515000 - Contracted/Purchased Service	12,000	0	12,000	0	0.00%	12,000	14,782	12,000
515202 - Inspection Services	0	0	0	0	0.00%	0	375	0
515270 - Maintenance Contract Services	500	0	500	0	0.00%	500	0	0
515320 - Testing Services	0	0	0	0	0.00%	0	828	0
515330 - Towing Services	100	0	100	0	0.00%	100	0	0

Washington County, Maryland
General Fund
Department 11300 - Judicial
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
520000 - Training	1,750	0	1,750	0	0.00%	1,750	1,340	511
520040 - Seminars/Conventions	250	0	250	0	0.00%	250	845	0
525020 - Janitorial Supplies	300	0	300	0	0.00%	300	371	105
526040 - Equipment Maintenance	500	0	500	0	0.00%	500	281	339
527060 - Auto Gasoline	45,720	0	45,720	0	0.00%	45,720	34,831	38,868
527080 - Auto Motor Oil	0	0	0	0	0.00%	0	0	1,801
527090 - Auto Repairs	0	0	0	0	0.00%	0	100	4,551
527100 - Auto Tires	0	0	0	0	0.00%	0	0	1,487
535010 - Copy Machine Rental	1,580	0	1,580	0	0.00%	1,580	1,360	1,528
535020 - Equipment Rental	710	0	710	0	0.00%	710	672	679
535060 - Uniforms	7,800	0	7,800	0	0.00%	7,800	7,821	8,134
540010 - Wireless Communication	10,500	0	10,500	0	0.00%	10,500	10,973	10,578
540020 - Telephone Expenses	0	0	0	(1,300)	(100.00)%	1,300	1,801	1,099
582010 - Ammunition	2,500	0	2,500	0	0.00%	2,500	0	3,105
582060 - Fire Extinguishers/Refills	0	0	0	0	0.00%	0	31	0
582080 - Photographic/Fingerprint	100	0	100	0	0.00%	100	1,859	425
582110 - Restraints	2,500	0	2,500	0	0.00%	2,500	389	1,926
Operating Expenses	**134,730**	**0**	**134,730**	**1,450**	**1.09%**	**133,280**	**119,117**	**128,066**
599999 - Controllable Assets	0	0	0	0	0.00%	0	3,750	1,697
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**3,750**	**1,697**
Total	**3,072,840**	**0**	**3,072,840**	**94,240**	**3.16%**	**2,978,600**	**2,757,590**	**2,686,004**

Washington County, Maryland
General Fund
Department 11300 - Judicial
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	1,701,340	The budget is based on a proposed step of 2.5% and a 1% COLA for FY22. Due to a mid-year increase in FY21, the increase from the FY21 original budget to the FY22 proposed budget will be approximately 7.12%. In this department the increase is slightly less due to turnover.
500005 - Wages - Part Time	95,560	Based on history and current year actuals, the budget does not need to be increased to cover the proposed increase in wages.
500010 - Wages - Overtime	43,860	Based on history and current year actuals, the budget does not need to be increased to cover the proposed increase in wages.
500020 - Shift Differential - 2nd shift	370	Based on history and current year actuals, the budget does not need to be increased to cover the proposed increase in wages.
500030 - Shift Differential - 3rd shift	130	Based on history and current year actuals, the budget does not need to be increased to cover the proposed increase in wages.
500040 - Other Wages	22,000	The Other Wages category includes amounts for sick pay bonus and holidays worked for operations that require coverage on holidays. The sick pay bonus is based on prior year actuals with a small increase for employees receiving additional pay for accumulating more consecutive years without using sick time. The holiday worked was increased for the 7.12% wage increases for FY22 and FY21. For this department did not increase based on historical use.
500100 - FICA - Employer	142,540	Budget is based on total wages times 7.65%.
500120 - Health Insurance	423,060	The Health Insurance budget was not increased. This is based on the projected trend analysis in the market, discussions with the County's health insurance administrators, an analysis of the County's self-insured reserve trends and the anticipated reserve balance. In this department there was a decrease due to changes in employees and coverage levels.

Washington County, Maryland
General Fund
Department 11300 - Judicial
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500125 - Other Insurance	11,060	This category includes County paid premiums for employee life insurance, dependent life insurance, and long-term disability. The majority of these premiums are based on wages. Due to the wage increase the other insurance increased by approximately 7.12%.
500130 - Pension	442,350	The budgeted amount for employer pension is based on full-time wages times 26%.
500140 - Workers Compensation	49,420	Workers Compensation is based on projected FY22 employee wages times their assigned classification rates. Classification rates have not changed. For this department kept budget flat based on historical use.
500170 - Personal Development	3,240	The personal development incentive budget is $120 per full-time employee per year. Employees are afforded the opportunity to request annual training of some kind. Training may include physical training and exercise.
500171 - Employee Recognition	2,500	The employee recognition incentive for a total of $77,000 is to be distributed equitably by department size. Department heads and division directors may recognize full-time employees who strive to overachieve. Funds may be used for additional training; attendance to industry events; and related travel.
500172 - Team Building	680	The team building incentive budget is $25 per full-time employee per year. This allows a department head or division director to offer the occasional celebration or recognize employee achievements in the office setting.
505010 - Advertising	150	
505120 - Licenses & Certifications	250	
505130 - Small Office Equipment	150	

Washington County, Maryland
General Fund
Department 11300 - Judicial
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505140 - Office Supplies	2,000	
505170 - Postage	50	
505230 - Travel Expenses	3,000	
510010 - Fleet Insurance	9,510	The fleet insurance was increased by $2700.00 dollars to meet Appendix B of the operating budget guide.
510030 - Public & Gen Liability Insurance	32,810	The Public and General Liability insurance was increased to meet Appendix B of the budget operating guide.
515000 - Contracted/Purchased Service	12,000	
515270 - Maintenance Contract Services	500	
515330 - Towing Services	100	
520000 - Training	1,750	
520040 - Seminars/Conventions	250	
525020 - Janitorial Supplies	300	
526040 - Equipment Maintenance	500	
527060 - Auto Gasoline	45,720	Projected budget is 16,625 gallons x $2.75= $45,718.75 (includes state gas tax), which is based on bids and short term energy forecasts. Rate per gallon is discounted with bid price as compared to retail prices.
535010 - Copy Machine Rental	1,580	
535020 - Equipment Rental	710	
535060 - Uniforms	7,800	

Washington County, Maryland
General Fund
Department 11300 - Judicial
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
540010 - Wireless Communication	10,500	
540020 - Telephone Expenses	0	Telephone expenses are an enterprise wide cost and will be budgeted in department 11000.
582010 - Ammunition	2,500	
582080 - Photographic/Fingerprint	100	
582110 - Restraints	2,500	

Washington County, Maryland
Travel Request
FY 2022

Department Number: 11300 | **Department Name: Judicial**

Account Number: 505230

Account Description: Travel Expenses

Position Title Only (do not use individual names)	Destination	Date(s) of Travel	Total Cost		Description and/or Reason for Travel Request
			Dept. Request	Board Approval	
Various Deputies	Unknown locations throughout the U.S.	unknown	3,000		Each year, deputies are required to travel outside the boundaries of Washington County for extraditions. We are anticipating we will spend at least this amount again this year.
			$3,000	**$0**	

- Approval of this budget does not replace approval of travel as outlined in the Business Expense Policy. All travel must still receive appropriate approvals.

Washington County, Maryland
General Fund
Department 11305 - Process Server
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	47,780	0	47,780	3,230	7.25%	44,550	46,041	43,231
500005 - Wages - Part Time	67,090	0	67,090	0	0.00%	67,090	55,871	53,285
500010 - Wages - Overtime	0	0	0	0	0.00%	0	0	216
500020 - Shift Differential - 2nd shift	0	0	0	0	0.00%	0	0	2
500030 - Shift Differential - 3rd shift	0	0	0	0	0.00%	0	0	4
500040 - Other Wages	0	0	0	(450)	(100.00)%	450	0	0
500100 - FICA - Employer	8,790	0	8,790	220	2.57%	8,570	7,432	7,095
500120 - Health Insurance	25,380	0	25,380	(260)	(1.01)%	25,640	24,404	22,614
500125 - Other Insurance	310	0	310	10	3.33%	300	292	283
500130 - Pension	12,420	0	12,420	150	1.22%	12,270	11,134	7,705
500140 - Workers Compensation	2,150	0	2,150	140	6.97%	2,010	1,769	1,626
500170 - Personal Development	120	0	120	0	0.00%	120	0	0
500171 - Employee Recognition	90	0	90	0	0.00%	90	0	0
500172 - Team Building	30	0	30	0	0.00%	30	0	0
Wages and Benefits	**164,160**	**0**	**164,160**	**3,040**	**1.89%**	**161,120**	**146,944**	**136,061**
505140 - Office Supplies	800	0	800	0	0.00%	800	1,222	906
527060 - Auto Gasoline	3,740	0	3,740	0	0.00%	3,740	2,440	2,880
527080 - Auto Motor Oil	0	0	0	0	0.00%	0	30	165
527090 - Auto Repairs	800	0	800	0	0.00%	800	1,566	0
535060 - Uniforms	200	0	200	0	0.00%	200	0	0
540010 - Wireless Communication	1,000	0	1,000	0	0.00%	1,000	313	264
Operating Expenses	**6,540**	**0**	**6,540**	**0**	**0.00%**	**6,540**	**5,571**	**4,216**
599999 - Controllable Assets	0	0	0	0	0.00%	0	1,473	0
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**1,473**	**0**
Total	**170,700**	**0**	**170,700**	**3,040**	**1.81%**	**167,660**	**153,988**	**140,277**

Washington County, Maryland
General Fund
Department 11305 - Process Server
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	47,780	
500005 - Wages - Part Time	67,090	Based on historical use and year to date actuals, the budget does not need to be increased to cover the proposed increase in wages.
500040 - Other Wages	0	Based on historical use and year to date actuals, there is no need for a budget in this account.
500100 - FICA - Employer	8,790	
500120 - Health Insurance	25,380	
500125 - Other Insurance	310	
500130 - Pension	12,420	
500140 - Workers Compensation	2,150	
500170 - Personal Development	120	
500171 - Employee Recognition	90	
500172 - Team Building	30	
505140 - Office Supplies	800	
527060 - Auto Gasoline	3,740	Projected budget is 1,358 gallons x $2.75= $3,734.50 which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices.
527090 - Auto Repairs	800	
535060 - Uniforms	200	
540010 - Wireless Communication	1,000	

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	6,300,000	0	6,300,000	449,920	7.69%	5,850,080	5,781,960	5,868,707
500010 - Wages - Overtime	294,000	0	294,000	19,600	7.14%	274,400	275,714	266,057
500020 - Shift Differential - 2nd shift	31,230	0	31,230	0	0.00%	31,230	23,864	25,027
500030 - Shift Differential - 3rd shift	34,340	0	34,340	0	0.00%	34,340	28,666	32,692
500040 - Other Wages	347,130	0	347,130	23,070	7.12%	324,060	258,283	216,946
500100 - FICA - Employer	536,020	0	536,020	38,530	7.74%	497,490	474,547	473,798
500120 - Health Insurance	1,659,380	0	1,659,380	(60,570)	(3.52)%	1,719,950	1,511,656	1,473,351
500125 - Other Insurance	38,160	0	38,160	0	0.00%	38,160	33,637	33,756
500130 - Pension	1,638,000	0	1,638,000	27,080	1.68%	1,610,920	1,326,819	960,205
500140 - Workers Compensation	178,540	0	178,540	11,870	7.12%	166,670	168,628	165,168
500170 - Personal Development	12,600	0	12,600	240	1.94%	12,360	240	309
500171 - Employee Recognition	9,420	0	9,420	(90)	(0.95)%	9,510	2,777	2,417
500172 - Team Building	2,630	0	2,630	50	1.94%	2,580	2,191	1,421
Wages and Benefits	**11,081,450**	**0**	**11,081,450**	**509,700**	**4.82%**	**10,571,750**	**9,888,982**	**9,519,853**
505010 - Advertising	7,000	0	7,000	0	0.00%	7,000	2,857	13,585
505020 - Community Service Awards	750	0	750	0	0.00%	750	35	646
505050 - Dues & Subscriptions	4,000	0	4,000	0	0.00%	4,000	6,798	4,322
505070 - Food and Supplies	1,000	0	1,000	0	0.00%	1,000	978	1,010
505080 - Freight & Cartage	300	0	300	0	0.00%	300	42	10
505130 - Small Office Equipment	500	0	500	0	0.00%	500	0	568
505140 - Office Supplies	28,250	0	28,250	0	0.00%	28,250	48,871	44,587
505150 - Other - Miscellaneous	0	0	0	0	0.00%	0	461	0
505170 - Postage	1,200	0	1,200	0	0.00%	1,200	745	2,480
505190 - Professional Fees	350	0	350	0	0.00%	350	250	0
505210 - Safety Supplies	1,000	0	1,000	0	0.00%	1,000	4,473	2,324
505230 - Travel Expenses	10,000	0	10,000	0	0.00%	10,000	9,274	14,008
505240 - Entertainment/Business Exp	300	0	300	0	0.00%	300	1,941	290
510010 - Fleet Insurance	155,300	0	155,300	25,980	20.09%	129,320	118,271	112,929
510020 - Property & Casualty Insurance	2,980	0	2,980	470	18.73%	2,510	2,859	2,969

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
510030 - Public & Gen Liability Insurance	139,990	0	139,990	11,260	8.75%	128,730	124,475	133,025
515000 - Contracted/Purchased Service	1,620	0	1,620	0	0.00%	1,620	1,485	1,755
515135 - Accreditation Process	5,500	0	5,500	0	0.00%	5,500	4,346	4,321
515180 - Software	239,550	0	239,550	6,460	2.77%	233,090	198,274	196,256
515202 - Inspection Services	500	0	500	0	0.00%	500	1,065	414
515220 - Landfill Fees	100	0	100	0	0.00%	100	365	359
515270 - Maintenance Contract Services	45,280	0	45,280	38,650	582.96%	6,630	10,531	10,475
515320 - Testing Services	2,000	0	2,000	0	0.00%	2,000	7,414	8,691
515330 - Towing Services	1,500	0	1,500	0	0.00%	1,500	516	522
515350 - Accident Repairs	0	0	0	0	0.00%	0	34,637	33,312
515400 - Transportation Expense	2,000	0	2,000	0	0.00%	2,000	400	200
520000 - Training	12,000	0	12,000	0	0.00%	12,000	5,230	16,958
520010 - Certification Classes	9,000	0	9,000	0	0.00%	9,000	12,000	22,500
520040 - Seminars/Conventions	750	0	750	0	0.00%	750	1,833	1,066
520050 - Tuition Assistance	1,000	0	1,000	0	0.00%	1,000	0	0
525000 - Supplies/Material - Operating	0	0	0	0	0.00%	0	0	44
525010 - Billing Supplies	0	0	0	0	0.00%	0	614	0
525020 - Janitorial Supplies	3,800	0	3,800	0	0.00%	3,800	2,319	2,122
525030 - Medical Supplies	3,110	0	3,110	0	0.00%	3,110	0	3,974
525040 - Small Tools & Equipment	4,000	0	4,000	0	0.00%	4,000	11,131	5,675
526020 - Building Maintenance	10,000	0	10,000	0	0.00%	10,000	22,534	11,719
526040 - Equipment Maintenance	6,500	0	6,500	0	0.00%	6,500	8,174	6,707
526110 - Snow Removal Materials	0	0	0	0	0.00%	0	0	339
527000 - Supplies - Automotive	0	0	0	0	0.00%	0	0	52
527030 - Diesel Fuel	0	0	0	0	0.00%	0	311	218
527035 - Off Road Diesel	100	0	100	0	0.00%	100	371	0
527060 - Auto Gasoline	279,290	0	279,290	0	0.00%	279,290	203,707	232,365
527080 - Auto Motor Oil	9,000	0	9,000	0	0.00%	9,000	15,384	11,252
527090 - Auto Repairs	52,900	0	52,900	0	0.00%	52,900	74,343	59,494
527100 - Auto Tires	18,000	0	18,000	0	0.00%	18,000	24,903	21,494

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
535010 - Copy Machine Rental	10,000	0	10,000	0	0.00%	10,000	8,745	8,045
535020 - Equipment Rental	5,500	0	5,500	0	0.00%	5,500	6,580	7,119
535050 - Rental Payments	0	0	0	0	0.00%	0	186	0
535060 - Uniforms	104,190	0	104,190	0	0.00%	104,190	71,716	76,466
540010 - Wireless Communication	54,400	0	54,400	0	0.00%	54,400	46,408	51,156
540020 - Telephone Expenses	0	0	0	(7,500)	(100.00)%	7,500	6,978	6,438
540022 - Cable TV & Internet Services	1,440	0	1,440	0	0.00%	1,440	1,810	1,660
545010 - Electric	40,000	0	40,000	2,070	5.46%	37,930	41,048	36,896
545050 - Waste/Trash Disposal	1,620	0	1,620	0	0.00%	1,620	0	0
545060 - Water	0	0	0	0	0.00%	0	60	0
582010 - Ammunition	72,200	0	72,200	(14,800)	(17.01)%	87,000	52,469	47,347
582030 - Canine - Public Safety	10,000	0	10,000	0	0.00%	10,000	3,945	5,298
582040 - Crime Prevention	4,500	0	4,500	0	0.00%	4,500	1,209	4,082
582060 - Fire Extinguishers/Refills	500	0	500	0	0.00%	500	722	1,021
582080 - Photographic/Fingerprint	5,500	0	5,500	0	0.00%	5,500	7,864	4,572
582090 - Tear Gas	600	0	600	0	0.00%	600	394	806
582100 - Traffic Cones/Flares	1,550	0	1,550	0	0.00%	1,550	939	1,372
582110 - Restraints	2,500	0	2,500	0	0.00%	2,500	3,778	3,964
592060 - Service Charges	12,000	0	12,000	0	0.00%	12,000	20,475	13,600
592065 - Speed Camera Fees	800,000	0	800,000	0	0.00%	800,000	847,908	1,044,863
Operating Expenses	**2,186,920**	**0**	**2,186,920**	**62,590**	**2.95%**	**2,124,330**	**2,087,452**	**2,299,746**
599999 - Controllable Assets	72,100	0	72,100	72,100	0.00%	0	68,055	8,418
600200 - Building & Improvements	0	0	0	0	0.00%	0	10,290	24,720
Capital Outlay	**72,100**	**0**	**72,100**	**72,100**	**0.00%**	**0**	**78,345**	**33,138**
Total	**13,340,470**	**0**	**13,340,470**	**644,390**	**5.08%**	**12,696,080**	**12,054,779**	**11,852,737**

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	6,300,000	
500010 - Wages - Overtime	294,000	
500020 - Shift Differential - 2nd shift	31,230	Based on historical usage and current actuals, the budget appears to be adequate to cover the proposed increase in wages.
500030 - Shift Differential - 3rd shift	34,340	Based on historical usage and current actuals, the budget appears to be adequate to cover the proposed increase in wages.
500040 - Other Wages	347,130	
500100 - FICA - Employer	536,020	
500120 - Health Insurance	1,659,380	Decrease related to changes in personnel and coverage levels.
500125 - Other Insurance	38,160	Based on historical usage and current actuals, the budget appears to be adequate to cover the proposed increase in wages.
500130 - Pension	1,638,000	
500140 - Workers Compensation	178,540	
500170 - Personal Development	12,600	
500171 - Employee Recognition	9,420	
500172 - Team Building	2,630	
505010 - Advertising	7,000	
505020 - Community Service Awards	750	
505050 - Dues & Subscriptions	4,000	
505070 - Food and Supplies	1,000	

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505080 - Freight & Cartage	300	
505130 - Small Office Equipment	500	
505140 - Office Supplies	28,250	
505170 - Postage	1,200	
505190 - Professional Fees	350	
505210 - Safety Supplies	1,000	
505230 - Travel Expenses	10,000	Travel expenses for the Sheriff's Association Professional Seminar and other business related travel that is essential for operations/investigations.
505240 - Entertainment/Business Exp	300	
510010 - Fleet Insurance	155,300	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
510020 - Property & Casualty Insurance	2,980	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
510030 - Public & Gen Liability Insurance	139,990	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
515000 - Contracted/Purchased Service	1,620	
515135 - Accreditation Process	5,500	
515180 - Software	239,550	Software: Increase of $3,150 mainly due to the annual increase in fees from Keystone and an increase in our Microsoft Azure Cloud Enabled Software (body cameras).
515202 - Inspection Services	500	
515220 - Landfill Fees	100	

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
515270 - Maintenance Contract Services	45,280	Since the inception of the sheriff's office, we have been fortunate to utilize services of jail inmates to clean our facility. Approximately 3 years ago, the ability to get qualifying inmates to clean our building began to be very limited. Multiple factors have occurred which has made this difficult to continue. Mandated Pre-Trial Release of inmates is probably the number one reason. Non-violent inmates who would qualify to be in our building to clean are released very quickly and are no longer available to use. Other programs, like the Day Reporting Center, Home Detention and Work Release have also limited our capability to use inmates for cleaning. Since COVID-19 hit in February 2020, our building hasn't been cleaned to the level it needs to be. Patrol personnel have been responsible for any cleaning that occurs. It goes without saying that it is imperative we have a clean facility. I realize this is a substantial addition to the budget, but I believe it is an absolute necessity. No employee should be subject to work in a non-sanitized facility. Utilizing the County Janitorial Maintenance Contract with Beck & Call will cost $38,650 for five days a week cleaning for the year.
515320 - Testing Services	2,000	
515330 - Towing Services	1,500	
515400 - Transportation Expense	2,000	
520000 - Training	12,000	
520010 - Certification Classes	9,000	
520040 - Seminars/Conventions	750	
520050 - Tuition Assistance	1,000	
525020 - Janitorial Supplies	3,800	
525030 - Medical Supplies	3,110	

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
525040 - Small Tools & Equipment	4,000	
526020 - Building Maintenance	10,000	
526040 - Equipment Maintenance	6,500	
527035 - Off Road Diesel	100	
527060 - Auto Gasoline	279,290	Based on the amount of gas used so far this year, we are estimating we will use 101,692.25 gallons of gas in patrol cars. Multiplied by the county projection of $2.75 per gallon, we would need to budget $279,653.69 in FY22. Last year we budgeted $279,290 a difference of $363.69. It is Sheriff Mullendore's recommendation we do not reduce our gas in FY22 due to the following reasons: Due to COVID-19, our travel has been drastically reduced. Our deputies are handling as many calls as they can over the phone reducing travel. We have restricted out of county travel which has lowered our miles/gallons of gas used as well. It is our recommendation we leave our amount budgeted at last year's amount of $279,290 in anticipation of things getting back to normal in FY22.
527080 - Auto Motor Oil	9,000	
527090 - Auto Repairs	52,900	
527100 - Auto Tires	18,000	
535010 - Copy Machine Rental	10,000	
535020 - Equipment Rental	5,500	
535060 - Uniforms	104,190	
540010 - Wireless Communication	54,400	
540020 - Telephone Expenses	0	Telephone expenses are an enterprise wide cost and will be budgeted in department 11000

Washington County, Maryland
General Fund
Department 11310 - Patrol
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
540022 - Cable TV & Internet Services	1,440	
545010 - Electric	40,000	The electric budget is based on four prior year actuals, forecasted rate changes, and other known circumstances. The projection also takes into account current year actuals with annualized estimations
545050 - Waste/Trash Disposal	1,620	
582010 - Ammunition	72,200	Reduction due the need for less rifle ammunition.
582030 - Canine - Public Safety	10,000	
582040 - Crime Prevention	4,500	
582060 - Fire Extinguishers/Refills	500	
582080 - Photographic/Fingerprint	5,500	
582090 - Tear Gas	600	
582100 - Traffic Cones/Flares	1,550	
582110 - Restraints	2,500	
592060 - Service Charges	12,000	
592065 - Speed Camera Fees	800,000	
599999 - Controllable Assets	72,100	Requesting Bullet Proof Vest, Tasers, Vehicle Brake Lathe, Brake Bleeder and Leak Detector, Hot water pressure washer and K9. Attached is the justification letter from K9 supervisor Sgt. Vance Almy and quote. Also attached is the justification letter from Sgt. Alan Matheny for the Lathe, Brake Bleeder and Pressure Washer. Quotes available upon approval.

Washington County, Maryland
Travel Request
FY 2022

Department Number:11310

Department Name: Wash Sheriff - Patrol

Account Number: 505230

Account Description: Travel Expenses

Position Title Only (do not use individual names)	Destination	Date(s) of Travel	Total Cost Dept. Request	Total Cost Board Approval	Description and/or Reason for Travel Request
Sheriff, Colonel, Major, Captain	Ocean City Maryland	10/17-10/21	3,800		Anticipated cost for Command Staff to attend the Maryland Sheriff's Association Professional Seminar.
Patrol Staff	Various Locations	TBD	6,200		Each year, deputies are required to travel outside the boundaries of Washington County for investigations and other business related travel.
			$10,000	**$0**	

- Approval of this budget does not replace approval of travel as outlined in the Business Expense Policy. All travel must still receive appropriate approvals.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11310

Department Name: Sheriff - Patrol

Account Number: 515180

Account Description: Software

Sheet 1 of 4

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Keystone Universe License (49 users)	4,718	5,050		N	Y	Annual software maintenance and support.
Keystone Police Mobile FRW Interface	8,590	8,850		N	Y	Annual software maintenance and support.
Keystone Dynamic Imaging PictureLink	8,595	8,850		N	Y	Annual software maintenance and support.
Keystone ACRES/ETIX Interface	1,985	2,045		N	Y	Annual software maintenance and support.
Keystone Police Mobile Client (101 Users)	37,126	41,520		N	Y	Annual software maintenance and support. Adding 2 users
Keystone Police Mobile Server	29,155	30,030		N	Y	Annual software maintenance and support.
Police Mobile Forms/NCIC	10,466	10,780		N	Y	Annual software maintenance and support.
Keystone CAD (2 Users)	3,201	3,300		N	Y	Annual software maintenance and support.
Keystone Google Maps Interface	514	530		N	Y	Annual software maintenance and support.
Keystone KEYMAP AVL Interface	1,160	1,200		N	Y	Annual software maintenance and support.
Keystone Keymap Mobile (99 users)	5,966	6,145		N	Y	Annual software maintenance and support.
Keystone AVL Administration	757	780		N	Y	Annual software maintenance and support.
Keystone Keymap	247	255		N	Y	Annual software maintenance and support.
Keystone Keymap Server	2,322	2,390		N	Y	Annual software maintenance and support.
Total	**$114,802**	**$121,725**	**$0**			

- For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11310

Department Name: Sheriff - Patrol

Account Number: 515180

Account Description: Software

Sheet 2 of 4

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Keystone Client (25 Users)	1,546	1,590		N	Y	Annual software maintenance and support.
Keystone LINX Interface	1,623	1,670		N	Y	Annual software maintenance and support.
Keystone MAP/AVL Server	2,439	2,510		N	Y	Annual software maintenance and support.
Keystone OS Support (49 Users)	1,715	1,715		N	Y	Annual software maintenance and support.
Keystone PictureLINK Interface	1,625	1,670		N	Y	Annual software maintenance and support.
Keystone PIRS (14 Users)	9,528	9,815		N	Y	Annual software maintenance and support.
Keystone Statute File Updates	1,623	1,670		N	Y	Annual software maintenance and support.
Keystone Ticket Violation File Updates	1,623	1,670		N	Y	Annual software maintenance and support.
Keystone Web Client Mobile (79 Users)	5,478	5,640		N	Y	Annual software maintenance and support.
Keystone Police Mobile Desktop (19 users)	2,629	2,710		N	Y	Annual software maintenance and support.
Keystone Police Mobile CAD Interface	3,098	3,190		N	Y	Annual software maintenance and support.
Keystone Civil Process (4 users)	3,076	3,170		N	Y	Annual software maintenance and support.
PowerDMS (274 users)	2,000	2,000		N	Y	Annual software maintenance and support.
Terrain Navigator Pro Subscription	1,400	0		N	Y	Annual software maintenance and support.
Crash Data	1,050	1,250		N	Y	Annual software maintenance and support.
NIBRS - National Incident Report System	9,036	0		N	Y	Mandated Federal Requirement for reporting crimes
Total	**$49,489**	**$40,270**	**$0**			

● For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11310

Department Name: Sheriff - Patrol

Account Number: 515180

Account Description: Software

Sheet 3 of 4

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
IBM I2 Analysts Notebook & Designer (2 users)	5,843	5,843		N	Y	Annual software maintenance and support.
Forensic Explorer	500	500		N	Y	A computer forensic tool utilized for live boot of dead systems.
X-Ways Forensics	1,227	840		N	N	Decrease-Annual maintenance and support
Cellbrite	3,100	4,200		N	Y	Annual software maintenance and support.
Whooster LE SMS Basic	1,300	1,300		N	Y	Reverse phone number look up tool. Added additional features.
Ron Turley Associates, Inc. (RTA) Fleet	1,050	1,050		N	Y	Annual software maintenance and support.
Blue Peak Logic Skills Manager (50/50 split with WCDC)	600	600		N	Y	Annual software maintenance and support.
Thomson Reuters CLEAR	5,680	3,180		N	N	Comprehensive data source used to identify records. Also a search tool which utilizes facial recognition.
Total	**$19,300**	**$17,513**	**$0**			

- For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11310

Department Name: Sheriff - Patrol

Account Number: 515180

Account Description: Software

Sheet 4 of 4

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Tracker Fluid One Hosted Subscription (2 users)	5,400	5,400		N	Y	Annual software subscription
Rhodium Incident Response Subscription (5 users)	2,040	0		N	Y	Eliminated
PDFfiller Professional	124	124		N	Y	Annual software subscription
Crowdsource Geofencing	900	900		N	N	Software for an App that allows citizens to easily contact police. "See something, say something."
Microsoft Azure Cloud enabled software	38,280	50,796		N	Y	Body Worn Camera cost- approved amount for third year of our contract. .
LEFTA-FTO Software	1,500	1,575		N	Y	Software that is used to track our Field Training Recruits.
3SI Security Systems Inc.	1,248	1,248		N	Y	We currently have 3 GPS tracking devices and 2 vehicle mounting tracking devices. These units are used to track suspect movements.

Total	**$49,492**	**$60,043**	**$0**
Total Requests	**$233,083**	**$239,551**	**$0**

● For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Office of the Sheriff:
Washington County
500 Western Maryland Parkway
Hagerstown, MD 21740-5199

Sheriff Douglas Mullendore

FROM THE DESK OF:
Major Pete Lazich
Patrol Commander
OFF: 240-313-2165
FAX: 240-313-2105

December 29th, 2020

TO: Budget & Finance – County Commissioners
FROM: Major Pete Lazich
REF: **Request for Janitorial Services**

Since the inception of the sheriff's office, the sheriff's office has been fortunate to utilize services of jail inmates (Trusty's) to clean our facility. Approximately 3 years ago, the ability to get qualifying inmates to clean our building has been very limited. Multiple factors have occurred which has made this difficult to continue. Mandated Pre Trial Release of inmates is probably the number one reason. Non-violent inmates who would qualify to be in our building to clean, are released very quickly and are no longer available to use. Other programs, like the Day Reporting Center, Home Detention and Work Release have also limited our capability to use inmates for cleaning.

Since COVID-19 hit in February 2020, our building hasn't been cleaned to the level it needs to be. Patrol personnel have been responsible for any cleaning that occurs. It goes without saying, during this time, it is imperative we have a clean facility.

I realize this is a substantial addition to the budget, but I believe it is an absolute necessity. No employee should be subject to work in a non-sanitized facility.

Washington County, Maryland
Other Capital Outlay (≥$1 and <$10,000)
FY 2022

11310 **Department Name: Washco Sheriff - Patrol**

Account Number: 599999

Account Description: Controllable Assets
(≥$1 and <$10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason for Request
1	Bullet Proof Vest	10	1,234	9,340	R	We are mandated to replace 10 bullet proof vest this year do to them expiring. Total amount is $3,000 less due to us receiving a grant from the Governor's Office Crime Control and Prevention. Total amount requested is $9,340.
2	Tasers-X26P	22	1,411	31,042	R	We are requesting 22 Tasers. AXON no longer supports the previous used X26 Taser platform. We need 22 X26P's to replace the outdated ones. This will complete the transition to the new Taser platform. Total amount requested is $31,042.
3	Vehicle Brake Lathe	1	8,897	8,897	N	Over the years, manufactures have increased the size of brake rotors, which made the brake lathe we had obsolete. In 2020, we have used 118 brake rotors with the average price of $65.18 (total $7691.47). Approximately 40% of those rotors could have been turned on a lathe and extended the life of the rotor with an approx. savings of $3,076.59. Using the current numbers, the new machine would pay for itself in less than 3 years. Total amount requested: $8897.02.
4	Brake Bleeder and Leak Detector	1	2,134	2,134	N	We currently do all the brake work on sheriff's office vehicles and need the ability to bleed brake systems, flush the system and locate break leaks. This machine would take this task from a two person job done to a one person job saving time and labor. This machine also adds a safety factor, while it bleeds the brakes, it also conducts a low pressure leak test insuring the brake system on our police vehicles are leak free reducing the chance of a crash due to brake system failure.
5	Hot Water Pressure Washer	1	2,645	2,645	N	Garage personnel are completing more major repairs in-house, this requires a way to clean the components. After repairs, the vehicle would be cleaned to help locate any leaks that may be problematic. This unit would also be used to clean all snow removal equipment at the end of the snow removal season extending the life of the vehicles, salt spreader and skid loader due to the corrosiveness of the salt used during the winter.
6	K9	1	18,040	18,040	N	We are requesting an additional K9 be added to the force this year. We currently only have 3 dogs available for deputies to utilize. A forth one will make a dog more available to assist with narcotics cases. Included in the cost are the cost of the dog and all equipment associated with maintaining a dog.
	Total			**$72,098**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

- The County maintains assets that are considered capital assets in nature but are classified as controllable assets, due to the fact that they fall under the capitalization limits, i.e., **the cost of each item** is ≥$1 and <$10,000 (Transit or Golf Course <$5,000). Examples of controllable items are, but not limited to, chairs, desks, printers, equipment, machinery, weapons, computers. Controllable assets purchases are not a recurring expenditure and are to be purchased in accordance with the approved items by the County Commissioners. Emergency purchases may be supplanted if warranted.

Office of the Sheriff:
Washington County
500 Western Maryland Parkway
Hagerstown, MD 21740-5199

Sheriff Douglas W. Mullendore

FROM THE DESK OF:
Sergeant A. L. Matheny
FLEET LOGISTICS CENTER
OFF: 240-313-2878 Ext 6134
FAX: 240-313-2197

12-19-2020

Budget Request: by Fleet Services Division

1. Vehicle Brake Lathe $8897.02

   Over the years vehicle manufactures have increased the size of the brake rotors, which made the brake lathe we had in the maintenance garage obsolete. (no upgrades were available and the machine was sold at the last Sheriff's sale) In 2020 so far we have used 118 brake rotors with the average price of $65.18 ($7691.47) Approximately 40% of these rotors could have been turned on a lathe and extended the life of the rotor with a savings of $3076.59. Using the current numbers, we are looking at the machine paying for itself in under 3 years.

2. Brake Bleeder and Leak Detector w/Adapters $2134.14

   We are now doing all brake work in house and need the ability to bleed brake systems, flush the system and locate brake fluid leaks. This machine would take this task from a two-person job, down to a one person saving time and labor. The newer braking systems generate high heat during braking and degrade the brake fluid, requiring the system to be flushed and the fluid replaced periodically. This machine also adds a safety factor while it bleeds the brakes it also does a low-pressure leak test, insuring the brake system on our police vehicles are leak free and reducing the chance of a crash due to brake system failure.

3. Hot Water Pressure Washer $2645.02

   The garage personnel are completing more major repairs inhouse (ie engine, transmission replacements, etc.) this requires a way to clean the components and vehicle to diagnose and troubleshoot issues. After repairs the vehicle would be cleaned to help locate any leaks that may be problematic down the road. This unit would also be used to clean all snow removal equipment at the end of the snow removal season extending the life of the vehicles, salt spreader and skid loader due to the corrosiveness of the salt used during the winter.

Office of the Sheriff:
Washington County
500 Western Maryland Parkway
Hagerstown, MD 21740-5199

Sheriff Douglas Mullendore

FROM THE DESK OF:
Sgt. V. Almy
valmy@washco-md.net
OFF: 240-313-2100
FAX: 240-313-2197

TO:	Major Lazich
FROM:	Sgt. V. Almy #7601
DATE:	Wednesday, 12/23/2020
REFERENCE:	Proposal for a new K9 and handler

The Washington County Sheriff's Office K9 Unit currently operates three police canines. Those three canines are K9 Bess, a single purpose bloodhound used for tracking; K9 Argos, a dual purpose German Shepherd trained in detecting the odor of narcotics, tracking, and apprehension; and K9 Django, also a dual purpose German Shepherd trained in detecting the odor of narcotics, tracking, and apprehension. K9 Bess is assigned to Sgt. Martin, who is assigned to the WCSO Narcotics Task Force and deploys Bess on a call out basis. K9 DJango is assigned to DFC. Litten who has been recently assigned to the WCSO Traffic Unit and will be deploying K9 DJango during his duties within that unit. K9 Argos is assigned to DFC. Atwell who is currently the only remaining K9 handler assigned to the WCSO Patrol Division.

The United States of America is currently fighting an Opioid Epidemic which according to the CDC's current research claims the lives of 128 people each day. Deputies respond daily for CDS (Controlled Dangerous Substance) related calls ranging from overdoses to intoxicated persons and even deaths. In Washington County alone, from December 22, 2019 to December 22, 2020 there have been 769 overdoses on CDS and 70 deaths as a result of CDS usage. The police role within this epidemic is to eliminate the distributors of these Controlled Dangerous Substances and to guide users to seek recovery. These two goals are difficult to achieve at times as the illicit drugs most commonly used generally do not emit a noticeable odor and are most often concealed in various manners. The primary tool available to police in detecting these illicit drugs is the police K9. The police K9 is trained to detect the odor of these illicit drugs regardless of the concealment. K9 Argos and K9 DJango are trained in detecting the odors of marijuana, heroin, cocaine, MDMA, and methamphetamine. These two K9s have led to the apprehension of numerous drug distributors and are deployed frequently to sniff vehicles and to assist the WCSO NTF with various operations. Further, these two K9s have also located illicit drugs in the possession of drug users which ultimately lead the users to seek sobriety and enroll in various programs within Washington County.

Though situations involving felony crimes and fleeing suspects are somewhat rare in Washington County, the ability to effectively track the suspects of these crimes is imperative to bringing these criminals to justice. K9 Argos and K9 DJango have been deployed in many of these situations. Along the tracks, these K9s have located weapons, CDS, and other items left behind by the suspect and they have ultimately located suspects. Having the ability to follow a suspect's path as they flee the scene of a crime on foot is yet another important tool offered by a patrol K9.

Lastly, a K9 trained in apprehension has proven to save police officer lives around the world. Though not a common deployment for Patrol K9s, being able to apprehend a dangerous suspect with lesser danger to the officer affecting the arrest is another great tool. Violent suspects who barricade themselves in areas not accessible to most humans, or felony suspects fleeing the area refusing to stop for police, even a subject who becomes combative with the officer may be apprehended using a K9. These are only some of the instances in which a K9s training in apprehension may become vital in maintaining the safety of officers and the public while once again achieving the goal of bringing criminals to justice.

Among these three disciplines within a dual purpose patrol K9's training, narcotics (CDS) detection is the most common deployment. This deployment is often used for sniffing the exterior of vehicles that have been legally stopped by a police officer. Prior to the 2019 decision in *Pacheco v. State, 214 A.3d 505, 508, 518 (Md. 2019)*, a patrol K9 alert to the presence of the odor of narcotics after an exterior sniff of a vehicle served as probable cause to arrest the occupants of the vehicle and search them incident to arrest (*State v. Funkhouser, 782 A.2d 387 (Md. Ct. Spec. App. 2001)*). However, the decriminalization of marijuana has brought about the case of Pacheco v. State which holds that if a police K9 is trained in detecting the odor of marijuana and that K9 alerts to the presence of the odor of CDS during the exterior sniff of a vehicle, police may not arrest the occupants solely based on the alert and therefore cannot search the occupants incident to arrest. Drug distributors and users often conceal CDS on their person as previously mentioned. K9 Argos and K9 DJango are both trained in detecting the odor of marijuana as during their initial training, marijuana was still illegal across the state of Maryland.

Tri-State Canine Services is a Police K9 dealer and trainer which has proven to produce very effective K9s as seen firsthand with the Hagerstown Police Department's most recent K9 selection. The company is operated by an active police officer, Dave Blosser, who prides himself on the K9s he selects for sale and the training and certification he offers. Mr. Blosser has been operating Tri-State Canine Services for approximately 12 years during which time only three dogs have been found unfit to continue the training program. Each dog sold comes with a 6 month guarantee that the dog will be what they presented it as and that the dog will be able to successfully certify with an accredited organization. Their K9s also come with a 1 year health warranty regarding any natural defects. Upon the selection of a K9, the new K9 handler will participate in a four week training course at their facility located in Warren, OH which will conclude with an accredited certification. Tri-State Canine Services provides some basic K9 equipment and lodging for all new purchased K9s and their handlers. Mr. Blosser provided me a quote on 12/22/2020 which will be attached to this proposal. The quote outlines the cost of the dual purpose patrol K9 as being $13,000 which includes the aforementioned training and certification, and $600 for onsite lodging for the handler and K9. Totaling an initial cost of $13,600. Tri-State Canine Services requires a $1,000 deposit upon selecting a K9 while awaiting the next training class. This deposit will be credited toward the overall total.

In addition to the initial cost of a new patrol K9, additional equipment will be required for a new handler to maintain. This equipment and prices are as follows:

- Prong Collar: $19.99
- Choke Chain: $12.99
- Harness: $249.99
- Kennel Box: $149.99
- Crate: $139.99
- Bite Sleeve: $249.95
- Training Collar: $549.99
- 15ft Tracking Lead: $29.99
- Leather Muzzle: $134.99
- Nylon Muzzle: $11.99
- Grooming Rake: $17.99
- Chain Link Kennel: $470

Total: $2,037.85

I hereby recommend that the Washington County Sheriff's Office select a new K9 Handler and purchase a new dual purpose patrol K9 from Tri-State Canine Services. This K9 will fill the spot left by DFC Litten upon his transfer to the WCSO Traffic Unit and will continue to fulfill the missions of the Patrol division.

Sgt. V. Almy #7601

12/23/2020
Date

Washington County, Maryland
General Fund
Department 11315 - Central Booking
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	623,020	0	623,020	29,630	4.99%	593,390	537,102	561,776
500010 - Wages - Overtime	14,500	0	14,500	970	7.17%	13,530	13,467	11,170
500020 - Shift Differential - 2nd shift	3,700	0	3,700	10	0.27%	3,690	2,799	3,233
500030 - Shift Differential - 3rd shift	6,500	0	6,500	(70)	(1.07)%	6,570	5,034	6,419
500040 - Other Wages	30,000	0	30,000	(5,000)	(14.29)%	35,000	24,867	24,451
500100 - FICA - Employer	51,850	0	51,850	2,050	4.12%	49,800	43,245	45,237
500120 - Health Insurance	139,230	0	139,230	0	0.00%	139,230	113,029	114,845
500125 - Other Insurance	3,930	0	3,930	260	7.08%	3,670	3,191	3,429
500130 - Pension	161,990	0	161,990	(1,410)	(0.86)%	163,400	127,165	97,020
500140 - Workers Compensation	20,000	0	20,000	1,310	7.01%	18,690	17,010	17,270
500170 - Personal Development	1,200	0	1,200	0	0.00%	1,200	0	0
500171 - Employee Recognition	930	0	930	0	0.00%	930	0	0
500172 - Team Building	250	0	250	0	0.00%	250	110	0
Wages and Benefits	**1,057,100**	**0**	**1,057,100**	**27,750**	**2.70%**	**1,029,350**	**887,020**	**884,851**
505130 - Small Office Equipment	250	0	250	0	0.00%	250	0	146
505140 - Office Supplies	2,410	0	2,410	0	0.00%	2,410	2,971	2,702
505210 - Safety Supplies	500	0	500	0	0.00%	500	449	461
510030 - Public & Gen Liability Insurance	11,350	0	11,350	(350)	(2.99)%	11,700	11,525	0
515180 - Software	0	0	0	0	0.00%	0	8,021	0
515270 - Maintenance Contract Services	1,130	0	1,130	0	0.00%	1,130	1,088	1,022
525020 - Janitorial Supplies	1,000	0	1,000	0	0.00%	1,000	830	1,000
525040 - Small Tools & Equipment	500	0	500	0	0.00%	500	162	566
526020 - Building Maintenance	2,500	0	2,500	1,500	150.00%	1,000	1,283	4,019
526040 - Equipment Maintenance	750	0	750	0	0.00%	750	543	989
527035 - Off Road Diesel	0	0	0	0	0.00%	0	390	0
535010 - Copy Machine Rental	2,170	0	2,170	(590)	(21.38)%	2,760	2,760	2,760
535060 - Uniforms	4,090	0	4,090	2,140	109.74%	1,950	1,632	0
540010 - Wireless Communication	510	0	510	(50)	(8.93)%	560	556	623
540020 - Telephone Expenses	0	0	0	(1,270)	(100.00)%	1,270	1,091	1,102
Operating Expenses	**27,160**	**0**	**27,160**	**1,380**	**5.35%**	**25,780**	**33,301**	**15,391**

Washington County, Maryland
General Fund
Department 11315 - Central Booking
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
599999 - Controllable Assets	0	0	0	0	0.00%	0	1,473	0
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**1,473**	**0**
Total	**1,084,260**	**0**	**1,084,260**	**29,130**	**2.76%**	**1,055,130**	**921,793**	**900,242**

Washington County, Maryland
General Fund
Department 11315 - Central Booking
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	623,020	The increase is less than expected due to turnover in the department.
500010 - Wages - Overtime	14,500	
500020 - Shift Differential - 2nd shift	3,700	Based on historical use the current budget appears to be adequate to cover proposed increase in wages.
500030 - Shift Differential - 3rd shift	6,500	Based on historical use the current budget appears to be adequate to cover proposed increase in wages.
500040 - Other Wages	30,000	Based on historical use the budget can be reduced.
500100 - FICA - Employer	51,850	
500120 - Health Insurance	139,230	
500125 - Other Insurance	3,930	
500130 - Pension	161,990	
500140 - Workers Compensation	20,000	
500170 - Personal Development	1,200	
500171 - Employee Recognition	930	
500172 - Team Building	250	
505130 - Small Office Equipment	250	
505140 - Office Supplies	2,410	
505210 - Safety Supplies	500	

Washington County, Maryland
General Fund
Department 11315 - Central Booking
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
510030 - Public & Gen Liability Insurance	11,350	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. The projection comes directly from the FY22 Operating Budget Guide · Appendix A – Insurance Projections.
515270 - Maintenance Contract Services	1,130	Dept. of Public Safety, CJIS actual cost ($77.00 x 12 months) $924 and Pest Control ($16.39 x 12 months) $197.00.
525020 - Janitorial Supplies	1,000	
525040 - Small Tools & Equipment	500	
526020 - Building Maintenance	2,500	The average spent on building maintenance for the past four years is well over $1,000 and therefore it is requested to increase this line item to a minimum of $2,500.
526040 - Equipment Maintenance	750	
535010 - Copy Machine Rental	2,170	Marco copier $209.77 per month or $2,117.24 plus overages 10,000 @.0050 $50 for total of $2,167.24
535060 - Uniforms	4,090	The uniform contract bid was awarded to Howard Uniform Company on January 28, 2020. The terms of the contract are one and one Class C Uniform $204.50. The requested amount will purchase two uniforms for existing employees for the year. Total budget request $4,090.
540010 - Wireless Communication	510	$42 per month x 12 months $504. $50 decrease reallocated to 535060
540020 - Telephone Expenses	0	Telephone expenses are an enterprise wide cost and will be budgeted in department 11000

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	7,110,790	0	7,110,790	459,670	6.91%	6,651,120	6,491,885	6,506,879
500010 - Wages - Overtime	270,000	0	270,000	18,790	7.48%	251,210	569,633	483,790
500020 - Shift Differential - 2nd shift	43,000	0	43,000	2,600	6.44%	40,400	33,747	35,321
500030 - Shift Differential - 3rd shift	70,000	0	70,000	4,350	6.63%	65,650	60,856	54,845
500040 - Other Wages	390,000	0	390,000	0	0.00%	390,000	295,152	251,547
500100 - FICA - Employer	603,110	0	603,110	38,140	6.75%	564,970	547,408	541,295
500120 - Health Insurance	2,056,250	0	2,056,250	(163,750)	(7.38)%	2,220,000	1,801,057	1,810,901
500125 - Other Insurance	47,000	0	47,000	3,030	6.89%	43,970	39,947	40,716
500130 - Pension	1,848,800	0	1,848,800	17,310	0.95%	1,831,490	1,591,137	1,154,534
500140 - Workers Compensation	240,000	0	240,000	16,280	7.28%	223,720	210,262	202,748
500155 - Personnel Requests	42,810	0	42,810	42,810	100.00%	0	0	0
500170 - Personal Development	15,000	0	15,000	120	0.81%	14,880	890	819
500171 - Employee Recognition	11,210	0	11,210	(240)	(2.10)%	11,450	199	0
500172 - Team Building	3,130	0	3,130	30	0.97%	3,100	1,776	0
Wages and Benefits	**12,751,100**	**0**	**12,751,100**	**439,140**	**3.57%**	**12,311,960**	**11,643,949**	**11,083,394**
505010 - Advertising	2,500	0	2,500	0	0.00%	2,500	1,489	2,594
505050 - Dues & Subscriptions	1,090	0	1,090	50	4.81%	1,040	1,444	1,023
505070 - Food and Supplies	636,680	0	636,680	22,610	3.68%	614,070	543,312	584,118
505080 - Freight & Cartage	0	0	0	0	0.00%	0	492	0
505130 - Small Office Equipment	1,500	0	1,500	0	0.00%	1,500	153	718
505140 - Office Supplies	23,600	0	23,600	3,200	15.69%	20,400	24,139	24,579
505170 - Postage	250	0	250	0	0.00%	250	225	258
505200 - Safety Equipment	1,000	0	1,000	0	0.00%	1,000	6,544	588
505230 - Travel Expenses	5,000	0	5,000	0	0.00%	5,000	1,435	5,863
510010 - Fleet Insurance	4,220	0	4,220	(30)	(0.71)%	4,250	4,795	5,167
510020 - Property & Casualty Insurance	16,720	0	16,720	2,260	15.63%	14,460	16,062	16,681
510030 - Public & Gen Liability Insurance	157,720	0	157,720	7,940	5.30%	149,780	135,999	143,172
515000 - Contracted/Purchased Service	0	0	0	(30,000)	(100.00)%	30,000	30	0
515180 - Software	60,350	0	60,350	2,270	3.91%	58,080	54,360	41,410

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
515202 - Inspection Services	11,750	0	11,750	600	5.38%	11,150	8,733	4,296
515270 - Maintenance Contract Services	35,290	0	35,290	(13,570)	(27.77)%	48,860	31,942	51,236
515280 - Medical Fees	7,700	0	7,700	2,200	40.00%	5,500	3,650	3,188
515285 - Inmate Medical Services	2,081,310	0	2,081,310	104,760	5.30%	1,976,550	1,920,324	1,361,649
515320 - Testing Services	500	0	500	0	0.00%	500	459	800
520000 - Training	5,000	0	5,000	0	0.00%	5,000	3,155	3,945
520040 - Seminars/Conventions	590	0	590	90	18.00%	500	0	520
525020 - Janitorial Supplies	70,000	0	70,000	45,000	180.00%	25,000	22,649	29,549
525030 - Medical Supplies	0	0	0	0	0.00%	0	0	221
525040 - Small Tools & Equipment	6,270	0	6,270	0	0.00%	6,270	6,756	7,259
525050 - Welding Material/Supplies	500	0	500	0	0.00%	500	326	0
526020 - Building Maintenance	48,570	0	48,570	12,710	35.44%	35,860	41,398	59,286
526040 - Equipment Maintenance	30,000	0	30,000	0	0.00%	30,000	29,342	34,058
526070 - Landscaping Supplies	0	0	0	0	0.00%	0	0	74
526110 - Snow Removal Materials	500	0	500	0	0.00%	500	0	409
527000 - Supplies - Automotive	0	0	0	0	0.00%	0	0	330
527030 - Diesel Fuel	0	0	0	0	0.00%	0	0	2,835
527035 - Off Road Diesel	1,450	0	1,450	0	0.00%	1,450	1,213	0
527060 - Auto Gasoline	15,130	0	15,130	10	0.07%	15,120	10,221	12,903
527080 - Auto Motor Oil	0	0	0	0	0.00%	0	0	652
527090 - Auto Repairs	0	0	0	0	0.00%	0	0	1,881
527100 - Auto Tires	0	0	0	0	0.00%	0	0	354
535010 - Copy Machine Rental	7,090	0	7,090	0	0.00%	7,090	6,962	7,086
535055 - Lease Payments	4,800	0	4,800	(6,590)	(57.86)%	11,390	15,458	6,439
535060 - Uniforms	40,480	0	40,480	2,780	7.37%	37,700	22,832	7,374
540010 - Wireless Communication	5,610	0	5,610	400	7.68%	5,210	6,088	8,061
540020 - Telephone Expenses	0	0	0	(7,500)	(100.00)%	7,500	4,422	4,357
545010 - Electric	285,000	0	285,000	3,120	1.11%	281,880	294,589	280,627
545020 - Natural Gas	87,150	0	87,150	0	0.00%	87,150	83,255	75,169
545050 - Waste/Trash Disposal	8,810	0	8,810	30	0.34%	8,780	7,259	7,013

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
545060 - Water	220,730	0	220,730	(1,390)	(0.63)%	222,120	219,190	216,348
582010 - Ammunition	5,000	0	5,000	0	0.00%	5,000	1,595	3,951
582060 - Fire Extinguishers/Refills	1,900	0	1,900	430	29.25%	1,470	1,830	855
582080 - Photographic/Fingerprint	600	0	600	300	100.00%	300	250	154
582110 - Restraints	1,500	0	1,500	0	0.00%	1,500	1,539	175
582120 - Special Response Team	3,500	0	3,500	0	0.00%	3,500	3,054	2,444
592040 - Promotional Expenses	0	0	0	0	0.00%	0	0	38
Operating Expenses	**3,897,360**	**0**	**3,897,360**	**151,680**	**4.05%**	**3,745,680**	**3,538,971**	**3,021,708**
599999 - Controllable Assets	0	0	0	(14,560)	(100.00)%	14,560	22,500	18,408
600600 - Computer/Software Equipment	0	0	0	0	0.00%	0	52,387	0
Capital Outlay	**0**	**0**	**0**	**(14,560)**	**(100.00)%**	**14,560**	**74,887**	**18,408**
Total	**16,648,460**	**0**	**16,648,460**	**576,260**	**3.59%**	**16,072,200**	**15,257,807**	**14,123,510**

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	7,110,790	
500010 - Wages - Overtime	270,000	Overtime has been significantly over budget for several years due to numerous vacancies. The savings in full time wages and benefits is enough to cover these overages.
500020 - Shift Differential - 2nd shift	43,000	
500030 - Shift Differential - 3rd shift	70,000	
500040 - Other Wages	390,000	Based on historical use and year to date actuals, the current budget appears to be adequate to cover the effects of the proposed wage increase.
500100 - FICA - Employer	603,110	
500120 - Health Insurance	2,056,250	
500125 - Other Insurance	47,000	
500130 - Pension	1,848,800	
500140 - Workers Compensation	240,000	
500155 - Personnel Requests	42,810	The elimination of two correctional deputy positions net cost ($142,132). New requested position of Attorney-Sheriff’s Office net cost $115,299 and Building Maintenance Mechanic net cost $69,640 for an additional net cost of $42,806.
500170 - Personal Development	15,000	
500171 - Employee Recognition	11,210	
500172 - Team Building	3,130	
505010 - Advertising	2,500	

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505050 - Dues & Subscriptions	1,090	IPMA-HR International Public Management (Test for applicants) $149. Civic Research Institute (Corrections law report) $179.95. Maryland Correctional Administrator Association dues $175.00. American Correctional Association Organization dues $300. American Jail Association $48. National Sheriff's Association $54. Civic Research Institute (Correctional Manager's Report) $179.95. Total $1,085.90.
505070 - Food and Supplies	636,680	The PPI for Food Mfg. (PCU311) July numbers utilized under the contract for food services calls for an increase of 0.44%. The cost for an inmate meal will increase to $1.56. The cost of a staff meal will increase to $1.82. The FY 22 request is to increase inmate meals to cover an ADP of 350 or 383,250 meals at cost of $597,870 and 21,320 staff meals at $38,810 for a total of $636,680.
505130 - Small Office Equipment	1,500	
505140 - Office Supplies	23,600	Tulpehocken Bottled Water 800 x $4.50 = $3,600, Office Supplies $20,000 for total of $23,600. Increase needed due to rise in the expense of toners.
505170 - Postage	250	
505200 - Safety Equipment	1,000	
505230 - Travel Expenses	5,000	
510010 - Fleet Insurance	4,220	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. The projection comes directly from the FY22 Operating Budget Guide - Appendix A – Insurance Projections.

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
510020 - Property & Casualty Insurance	16,720	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. The projection comes directly from the FY22 Operating Budget Guide - Appendix A – Insurance Projections.
510030 - Public & Gen Liability Insurance	157,720	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. The projection comes directly from the FY22 Operating Budget Guide - Appendix A – Insurance Projections.
515000 - Contracted/Purchased Service	0	Decrease of $30,000 due to personnel request for attorney. If attorney position is not approved will need to increase amount.
515180 - Software	60,350	Keystone JAILS Client (25 users) JMS, $1,592; Keystone JAILS software maintenance, $29,831; Keystone Vines Interface, $1,680; Keystone Universe maintenance, $2,575; Keystone Police Mobile Client 1 user DRC $200; Dynamic Imaging PictureLink Central Booking, $8,852; Dynamic Imaging PictureLink Jail Booking $5,790; Keystone CorEMR Interface $400; Keystone Dashboard Interface $850; Keystone status board $930; Dept. of Public Safety CJIS, $1,800; Cross match Live scan Fingerprint WCDC $1,960; Cross match Live scan Fingerprint Central Booking $1,960; Carousel Industries Video Bail Review system maintenance $380; Lathem Facial Recognition $900 – Day Reporting; Blue Peak Skills Manager for Training Coordinator, $650; Total request $60,350.

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
515202 - Inspection Services	11,750	Annual Fire Alarm & Heat Detector testing and inspections - ARK Systems, $1,480; Boiler Inspections, $420; Elevator Inspections, $5,160; X-Ray Machine Inspection, $80; X-Ray Performance Testing, $200.00; Sprinkler System Inspection, $930; MDE Compliance Inspection $2,280; Water quality testing heating/cooling system $1,200. Increase due to increase in water quality testing from $600 to $1,200.
515270 - Maintenance Contract Services	35,290	ARE 4 Generators, $4,710; Recertify Back Flow preventers, $540; Heating System, $22,000; MTS – Maintenance Contract for all kitchen equipment – service only $2,310; Monthly insect spray of jail and Bi-monthly spray cells $1,120; STORAGELogic Filing System, $2,170; Susquehanna Door Maintenance $840; Dept. Public Safety CJIS $1600. Total for line item $35,290. Majority of decrease is in the heating system. This decreased from $37,000 to $22,000.
515280 - Medical Fees	7,700	These services are required by COMAR for new hires. Health at Work pre-employment physicals 20 x $105 = $2.100; Frederick Psychology pre-employment exams 20 x 280 = $5,600 for total $7,700
515285 - Inmate Medical Services	2,081,310	The Comprehensive Health Care Services for Inmates contract annual price increases or decreases to cover contract years two (2) through five (5) are based upon the United States Daily Average Medical Cost Consumer Price Index (Medical Health Care Services Section), as published by the United States Department of Labor. The most recent previous twelve-month CPI for Medical Care Service is an increase of 5.3%. The year two of the contract amount in FY21 of $1,976,548.67 plus the 5.3% increase is an additional $104,756.93 for a budget amount of $2,081,305.60 for FY22.
515320 - Testing Services	500	
520000 - Training	5,000	

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
520040 - Seminars/Conventions	590	Maryland Correctional Administrator’s Association conference fee $195 each (3) for $585. The conference addresses the trends, standards, best practices on a National Level as well as providing information on emerging technology in corrections and correctional programming. Total budgeted amount $590.
525020 - Janitorial Supplies	70,000	FY20 budget we ordered a total of 180 cases of gloves at $3.93 per box or $39.30 per case (10 boxes per case) for total of $7,074 from vendor “The glove box.” The current vendor “Biitech” is charging $16.50 per box or $165 per case for the same Nitrile gloves. The 180 cases of gloves are now costing $29,750 however, due to the COVID-19 safety needs our glove use had increased to estimated usage of 322 cases at $165 for total increase from $25,000 to $70,000 due to the $45,000 increase in glove costs.
525040 - Small Tools & Equipment	6,270	
525050 - Welding Material/Supplies	500	
526020 - Building Maintenance	48,570	There are 109,941 square feet of building in the detention center covered under this line item. The FY19 actuals were $59,286, FY20 actuals $41,398 and FY21 year to date actuals are $45,572 for a 3 year average of $48,572.
526040 - Equipment Maintenance	30,000	
526110 - Snow Removal Materials	500	
527035 - Off Road Diesel	1,450	

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
527060 - Auto Gasoline	15,130	The most recent twelve months use is 3,766.295 gallons, this reflects a reduction in transports due to the COVID-19 pandemic restrictions and should not be expected to continue. The five year average is 5,052.3038 gallons per year. Projected budget is 5,500 gallons x $2.75 per gallon = $15,125 (includes state gas tax), which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices.
535010 - Copy Machine Rental	7,090	
535055 - Lease Payments	4,800	Under the contract with BI, Inc. signed Oct. 13, 2016 the annual cost of lease for 3 Loc8 units (Beacon and GPS Unit) is $4,872.60, the cost of lease for 3 SoberLink units (alcohol monitoring) is $6,515.40. Total Lease cost is $11,388. The lease charges are only incurred when units are in use. The DRC has reduced the use of Home Detention therefore reduced to $4,800 reflecting actual average expense in FY21.
535060 - Uniforms	40,480	The uniform contract bid was awarded to Howard Uniform Company on January 28, 2020. The terms of the contract are one Class B Uniform $320.50 and one Class C Uniform $204.50. The winter jackets are $162 each and the spring/fall jackets are $45 each. The requested amount will purchase two uniforms for existing employees for the year. Total budget request $40,480.
540010 - Wireless Communication	5,610	The cost of fifteen cell phones assigned is $467 monthly x 12 months = 5,604.
540020 - Telephone Expenses	0	Telephone expenses are an enterprise wide cost and will be budgeted in department 11000
545010 - Electric	285,000	The electric budget is based on four prior year actuals, forecasted rate changes, and other known circumstances. The projection also takes into account current year actuals with annualized estimations. FY 22 Operating Budget Guide Appendix B – Utility Projections

Washington County, Maryland
General Fund
Department 11320 - Detention Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
545020 - Natural Gas	87,150	The natural gas budgets were based on four prior year actual forecasted rate changes. FY 22 Operating Budget Guide Appendix B – Utility Projections
545050 - Waste/Trash Disposal	8,810	Valley Protein Grease removal kitchen $120; Western Maryland Hospital Medical Waste $533; Trash removal $520 per month / $6,240 annually; Recycling $60 per month / $1,920 annually for total of $8,813.
545060 - Water	220,730	Projected actual x rate increase. Actual usage for previous twelve month period has been 15,502,200 gallons. The cost for water consumption for previous twelve months $61,291.87 + 3% rate increase for projected total of $63,130.62. Total Waste Water (sewer) cost based on consumption for previous twelve months $154,508.88 + 2% rate increase for projected total of $157,599.05. Total for line item $220,729.67 rounded to $220,730.
582010 - Ammunition	5,000	
582060 - Fire Extinguishers/Refills	1,900	The required Fire-X annual maintenance of Portable fire extinguishers, $1,200; Semi-annual Suppression System Inspection, $700 for a total of $1,900. These figures do not include any maintenance or repair issues found during the inspections. Category – mandates; COMAR 12.14.03.03. 03 Standards — Inmate Safety. The managing official of a correctional facility is responsible for the following: A. ensuring that a facility meets all fire safety regulations as verified by an annual inspection by authorized representatives of the State Fire Marshal; B. requiring facility personnel with documented training in fire safety practices to perform monthly internal inspections to monitor compliance
582080 - Photographic/Fingerprint	600	The State of Maryland now charges $30 for the submission of each applicant’s fingerprints via Live Scan and must be completed per COMAR. Estimate 20 applicants for $600.
582110 - Restraints	1,500	
582120 - Special Response Team	3,500	

Washington County, Maryland
New/Elimination Position Request Form
FY 2022

Department Number: 11320
Account : 500155

Department Name: Detention Center

Full-Time Position

Position Title	Grade	Step *	Regular or Temp.	Annual Salary	Health Insurance Benefits	Variable Benefits	Offset	Net Cost	Explanation of Request (A memo may be attached if detail support is needed. Please summarize in this area.)
Attorney - Sheriff's Office	17	1	Regular	70,928	16,000	28,371		115,299	Justification for the position is attached. The elimination of two correctional deputy positions with the associated salary and benefits will more than offset the cost of this position.
Two Correctional Deputy Positions	1	1	Regular	(78,666)	(32,000)	(31,466)		(142,132)	There are currently sixteen vacant correctional deputy positions and the detention center was unable to hire any correctional deputy positions in the year 2020 for the first time in over twenty years. It is unlikely all current vacancies can be filled.
Building Maintenance Mechanic	9	1	Regular	38,314	16,000	15,326		69,640	The current volume of maintenance need on the multiple aging buildings cannot be maintained by the current staff of three. Additional person needed for building and grounds maintenance.

Part-Time Position

Position Title	Grade	Step *	Regular or Temp.	Annual Salary		Total Benefits	Offset	Net Cost	Explanation of Request (A memo may be attached if detail support is needed. Please summarize in this area.)
						0		0	
						0		0	
				$30,577	$0	$12,230	$0	$42,807	Contracted services will be reduced by $30,000.

* General policy for hiring a new position starts at Step 1.
- Formulas have been put into place for calculating benefits for full time and part-time positions.

WASHINGTON COUNTY DETENTION CENTER Policy and Procedures	***NO:*** *A-041* ***PAGE 1 OF 2***
SUBJECT: ***SYSTEMS MECHANIC JOB DESCRIPTION***	***EFFECTIVE DATE: 02-16-98*** ***REVISED DATE: 10-04-02***
REFERENCE TO STANDARDS: *N/A*	

JOB DESCRIPTION

TITLE: ***SYSTEMS MECHANIC***

General Responsibilities

Responsible for the general condition and operational efficiency of the facility. Responsible for establishing a schedule of preventative maintenance on systems, buildings, and the outside grounds; making general repairs and coordinating and supervising the work of contractors. Ensure efficient operation of facility machinery, electric, plumbing, and energized equipment. Train and supervise inmates classified to work details. Reasonably ensure safety conditions at staff and inmate work areas, inmate living areas, and areas common to public access. Maintain tools in proper working condition. Ensure security and safety through proper key, tool, and chemical control. Coordinate maintenance projects with the Captain of Operations. Ensure cost-effectiveness. Ensure the confidentiality and security of official information. Be familiar with facility policies and procedures. Display appropriate standards of conduct. Successfully completed training required by the Training Commission.

Examples of Work

1. Conduct routine daily inspections of the facility to detect and prevent deterioration or breakdown.
2. Conduct routine maintenance and repairs.
3. Purchase hardware and other supplies.
4. Monitor environmental control systems.
5. Supervise inmate work details such as mowing, snow removal, painting, trash pickup, etc.

6. Conduct training for inmates classified to work details.

7. Coordinate maintenance projects with facility supervisors and outside contractors.

8. Maintain records and files of issued supplies and equipment.

9. Conduct inventories of security keys and locks, tools, and toxic and caustic chemicals.

10. Assist with Fire Safety, MOSHA, and Health Department inspections.

11. Complete small workshop projects involving carpentry, welding, masonry, and other skills.

12. Research, test, and advise facility supervisors concerning the utility and cost-effectiveness of new products.

13. Assist in the preparation of related budgetary line items.

<u>Minimum Qualifications</u>

Twenty one years of age. Good physical condition. High School Diploma or equivalent. Possession of a current valid driver's license. No previous felony arrests. Able to understand and follow oral and written instructions. Able to read blueprints and schematics. Excellent knowledge of, and ability to operate, maintain, and repair a variety of mechanical equipment. Adequate knowledge of basic building maintenance and landscaping. Able to effectively train and supervise a small number of unskilled workers.

<u>Desirable Qualifications</u>

Specialized training or education in engineering or related field Experience in building construction. Previous experience in institutional maintenance.

Washington County Sheriff's Office
Hagerstown, MD
JOB DESCRIPTION

TITLE: **SHERIFF'S OFFICE ATTORNEY**

GENERAL DEFINITIONS OF WORK:

Provides legal services and representation on behalf of the Sheriff's Office in a variety of situations and settings.

CHARACTERISTICS OF THE ASSIGNMENT:

The Sheriff's Office attorney will provide legal advice to the Sheriff and the Sheriff's Office, represent the Sheriff's Office in any employee hearings, represent the Sheriff's Office in civil proceedings in court, coordinate with the County Attorney's Office in any litigation brought against the agency or its personnel, and provide other legal services as may be assigned by the Sheriff.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

The Sheriff reserves the right to amend or deviate from this job description if, in his opinion, it is in the best interest of the Sheriff's Office.

1. Responsible for representing the Sheriff's Office at any employee hearing boards.
2. Responsible for providing legal advice to the Sheriff and/or Sheriff's Office employees related to Sheriff's Office functions.
3. Responsible for representing the Sheriff's Office at any civil court hearing where Sheriff's Office personnel have written civil citations or other court documents that require a court hearing.
4. Create and review all Memorandums of Understanding or Agreements involving the Sheriff's Office for legal sufficiency.
5. Coordinate with the County Attorney's Office on any litigation involving the Sheriff's Office or its employees.

6. Provide other legal services as assigned by the Sheriff or his designee.

EDUCATION AND EXPERIENCE:

Must have graduated from law school and passed the Maryland Bar and currently able to practice law in the State of Maryland. Must be a member in good standing of the Maryland Bar Association and/or the Washington County Bar Association.

MINIMUM REQUIREMENTS:

1. Ability to pass a comprehensive background investigation including (but not limited to) a physical examination, drug screening and a polygraph or other truth verification examination.
2. U. S. citizenship or ability to produce documentation to establish legal ability to work in the United States.
3. Passed the Maryland Bar and be a practicing attorney in the State of Maryland.
4. Possess a valid driver's license.
5. Be able to operate various office equipment to include a computer, copier, fax machine, telephone.
6. Working knowledge of the Maryland Law Enforcement Officers' Bill of Rights.
7. Working knowledge of creating and reviewing Memorandums of Understanding and Agreements for legal sufficiency.
8. Working knowledge of courtroom decorum and the handling of civil cases in court.

NECESSARY SKILLS AND ABILITIES:

1. Ability to perform requirements as specified in job descriptions for Sheriff's Office Attorney.
2. Must possess communications skills, both verbal and written. Must be able to express self in written and oral communications.
3. Possess a law degree and able to practice law in the State of Maryland.
4. Possess the ability to provide sound legal advice to the Sheriff and/or his employees.
5. Ability to complete any training required by the Sheriff's Office.
6. Possess a working knowledge of the Maryland Law Enforcement Officers' Bill of Rights.
7. Possess a working knowledge of courtroom decorum and the handling of civil cases in the courts.
8. Possess a working knowledge of creating and reviewing Memorandums of Understanding and Agreements for legal sufficiency.
9. Be able to use a computer and be able to type efficiently.

MISCELLANEOUS

1. Be able to organize and manage the prosecution before employee Hearing Boards.
2. Be able to plan and organize training legal issues affecting the Sheriff's Office.

PHYSICAL REQUIREMENTS:

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. . Some Standing, walking, moving, carrying, bending, kneeling, reaching, and occasional handling, pushing, and pulling of equipment up to 15 pounds.

Office of the Sheriff:
Washington County
500 Western Maryland Parkway
Hagerstown, MD 21740-5199
Sheriff Douglas W. Mullendore

OFFICE: 240-313-2101
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Email: dmullendore@washco-md.net

December 22, 2020

Justification for Attorney Position

The Sheriff's Office is in need of having an Attorney at the Sheriff's Office who is familiar with policies and procedures of the Sheriff's Office, laws pertaining to police officers and correctional officers, laws on disciplinary procedures, and who is familiar with the process of establishing law in Annapolis.

The Sheriff's Office submitted this request several years ago and at the time it was converted to having funds to hire an attorney for specific needs when they arose. However, it is virtually impossible to go through this route when the needs are more specific and there are very few attorneys who have this specific experience dealing with law enforcement. There needs to be an attorney the Sheriff and Command Staff can go to for immediate advice, to have legal matters addressed in a timely manner and someone who can assist with keeping up with all of the legislation affecting law enforcement. Therefore, we are requesting the $30,000.00 line item be converted into a full-time attorney's position. In addition, we are willing to eliminate two correctional deputy positions. The salaries and benefits of the two correctional deputy positions alone would fund the attorney's position and still save the County money.

The Attorney's position is a critical position for the Sheriff's Office at this time.

Sincerely,

Doug Mullendore

Sheriff Doug Mullendore

Office of the Sheriff:
Washington County
500 Western Maryland Parkway
Hagerstown, MD 21740-5199
Sheriff Douglas W. Mullendore

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December 22, 2020

Justification for Building Maintenance Mechanic Position

The Sheriff's Office needs an additional Building Maintenance Mechanic Position. Most of the buildings on the Sheriff's Office complex have aged significantly and require a great deal of maintenance. The Detention Center alone cannot keep up with the maintenance with the three positions we currently have. The Patrol Building and DRC have gone without much maintenance in the last four or five years and it is beginning to show.

In addition, since the inception of the DRC and pre-release program in the Detention Center, there are never any trustee positions outside or for Patrol and DRC to have the facilities cleaned, grass mowed on the entire grounds, weeds pulled and the parking lots cleared of debris. There are maintenance projects that go undone because there is no one to do them or to oversee the projects. It has reached a critical point and we are in desperate need of an additional Building Maintenance Mechanic position.

I will also be requested the Sheriff's Office to take over the maintenance of the Day Reporting Center and warehouse. This building is deteriorating badly and is in need of someone to keep up with the maintenance of the building. Otherwise, this building will continue to deteriorate and need to be totally refurbished in the near future. This is a vital building to the Sheriff's Office operation and must be maintained, however the County spend little to no time doing any maintenance of this building.

Without this position, it will cost hundreds of thousands of dollars to put these maintenance projects out for completion by general contractors. This would be an endless task and we would never get caught up. The buildings and grounds would suffer and ultimately deteriorate to the point where major work would need to be done or buildings replaced.

Sincerely,

Doug Mullendore

Sheriff Doug Mullendore

Washington County, Maryland
Travel Request
FY 2022

Department Number: 11320

Department Name: Detention Center

Account Number: 505230

Account Description: Travel Expenses

Position	Destination	Date(s) of Travel	Total Cost		Description and/or Reason for Travel Request
			Dept. Request	Board Approval	
Major	Ocean City, MD	06/03/22-06/07/22	800		Maryland Correctional Administrator's Association annual training conference cost for lodging and meals that are not included in conference fee.
Captain	Ocean City, MD	06/03/22-06/07/22	800		Maryland Correctional Administrator's Association annual training conference cost for lodging and meals that are not included in conference fee.
Captain	Ocean City, MD	06/03/22-06/07/22	800		Maryland Correctional Administrator's Association annual training conference cost for lodging and meals that are not included in conference fee.
Transporters	Various Courts and Medical facilities throughout the State	Throughout the year	2,600		Meal expenditures for deputies on out of county transports that occur throughout the year on a regular basis.
			$5,000	**$0**	

- Approval of this budget does not replace approval of travel as outlined in the Business Expense Policy. All travel must still receive appropriate approvals.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11320

Department Name: Detention Center

Account Number: 515180

Account Description: Software

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Keystone JAILS Client (25 users)	1,550	1,592		N	Y	Annual software maintenance and support.
Keystone JAILS	28,970	29,831		N	Y	Annual software maintenance and support.
Keystone VINES Interface	1,620	1,680		N	Y	Annual software maintenance and support.
Keystone Universe License (25 users)	2,250	2,575		N	Y	Annual software maintenance and support.
Keystone Police Mobile Client (1 user) - Day Reporting Center	190	200		N	Y	Annual software maintenance and support.
Keystone Dynamic Imaging PictureLink - Central Booking	8,595	8,852		N	Y	Annual software maintenance and support. Formerly in Central Booking Budget
Keystone Dynamic Imaging PictureLink - Jail Booking	5,360	5,790		N	Y	Annual software maintenance and support.
Keystone COREMR Interface	380	400		N	Y	Annual software maintenance and support.
Keystone Dashboard Interface	830	850		N	Y	Annual software maintenance and support.
Keystone Status Board	890	930		N	Y	Annual software maintenance and support.
DPSCS CJIS subscription (19 users)	1,800	1,800		N	Y	Annual software subscription.
CrossMatch Livescan Fingerprint - WCDC	1,860	1,960		N	Y	Annual software maintenance and support.
CrossMatch Livescan Fingerprint - Central Booking	1,860	1,960		N	Y	Annual software maintenance and support.
Carousel Industries Video Bail Review System Maintenance	380	380		N	Y	Annual software maintenance and support.
Lathem Facial Recognition - Day Reporting Center	890	900		N	Y	Annual software maintenance and support.
Crown Pointe Technology Skills Manager (50/50 split with Patrol)	650	650		N	Y	Annual software maintenance and support.
Total	**$58,075**	**$60,350**	**$0**			

- For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Summary of Installment and/or Lease Purchases
FY 2022

Department Number: 11320

Department Name: Detention Center

Account Description: Lease and Installment Payments

	Item	Qty	Straight Purchase Price	Number of Years Financed	Final Year of Lease	Annual Payment Due Starting in Proposed Budget Year	Total Financed Price (total of all lease payments)	Implied Interest Rate	Explanation
N	Loc8 GPS Units / ET One	3		Annual	Annual	4,800	Annual	N/A	Under the contract with BI, Inc. the annual cost for GPS units in use daily is $4,800.
N									
N									
N									
E									
E									
E									
E									
E									
	Total	**3**	**$0**			**$4,800**	**$0**		

Agree to Budget

N **New Installment Purchase**
E **Existing Installment Purchase**

Washington County, Maryland
General Fund
Department 11321 - Day Reporting Center
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	140,040	0	140,040	(10,280)	(6.84)%	150,320	103,143	66,020
500010 - Wages - Overtime	0	0	0	0	0.00%	0	452	0
500020 - Shift Differential - 2nd shift	100	0	100	0	0.00%	100	0	0
500040 - Other Wages	4,000	0	4,000	0	0.00%	4,000	2,849	744
500100 - FICA - Employer	11,030	0	11,030	(790)	(6.68)%	11,820	7,675	4,695
500120 - Health Insurance	16,380	0	16,380	(9,260)	(36.12)%	25,640	17,703	22,614
500125 - Other Insurance	990	0	990	60	6.45%	930	617	408
500130 - Pension	36,410	0	36,410	(4,980)	(12.03)%	41,390	27,602	11,606
500140 - Workers Compensation	5,530	0	5,530	360	6.96%	5,170	3,911	1,907
500170 - Personal Development	240	0	240	0	0.00%	240	0	0
500171 - Employee Recognition	190	0	190	0	0.00%	190	0	0
500172 - Team Building	50	0	50	0	0.00%	50	0	0
Wages and Benefits	**214,960**	**0**	**214,960**	**(24,890)**	**(10.38)%**	**239,850**	**163,952**	**107,994**
505040 - Books	0	0	0	0	0.00%	0	110	221
505070 - Food and Supplies	0	0	0	0	0.00%	0	98	44
505130 - Small Office Equipment	0	0	0	0	0.00%	0	190	351
505140 - Office Supplies	2,500	0	2,500	0	0.00%	2,500	1,921	1,215
505160 - Personal Mileage	300	0	300	0	0.00%	300	0	89
505170 - Postage	0	0	0	0	0.00%	0	37	0
505190 - Professional Fees	300	0	300	0	0.00%	300	0	301
505230 - Travel Expenses	0	0	0	0	0.00%	0	9	1,178
510010 - Fleet Insurance	1,060	0	1,060	210	24.71%	850	799	38
510020 - Property & Casualty Insurance	5,320	0	5,320	1,050	24.59%	4,270	0	0
510030 - Public & Gen Liability Insurance	2,530	0	2,530	180	7.66%	2,350	2,304	2,255
515000 - Contracted/Purchased Service	186,420	0	186,420	15,000	8.75%	171,420	147,609	43,641
515180 - Software	0	0	0	0	0.00%	0	100	0
515202 - Inspection Services	200	0	200	130	185.71%	70	200	547
515270 - Maintenance Contract Services	5,440	0	5,440	4,930	966.67%	510	180	0
515320 - Testing Services	11,000	0	11,000	0	0.00%	11,000	1,800	0

Washington County, Maryland
General Fund
Department 11321 - Day Reporting Center
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
520000 - Training	0	0	0	0	0.00%	0	0	70
525020 - Janitorial Supplies	1,000	0	1,000	0	0.00%	1,000	609	702
525040 - Small Tools & Equipment	0	0	0	0	0.00%	0	524	1,647
526000 - Supplies/Material-Maintenance	0	0	0	0	0.00%	0	127	0
526020 - Building Maintenance	600	0	600	100	20.00%	500	574	85
526040 - Equipment Maintenance	0	0	0	0	0.00%	0	129	0
526070 - Landscaping Supplies	0	0	0	0	0.00%	0	630	500
527035 - Off Road Diesel	0	0	0	0	0.00%	0	243	0
527060 - Auto Gasoline	1,380	0	1,380	0	0.00%	1,380	1,032	192
535010 - Copy Machine Rental	2,390	0	2,390	0	0.00%	2,390	2,347	0
535055 - Lease Payments	35,000	0	35,000	0	0.00%	35,000	5,982	46,904
535060 - Uniforms	630	0	630	0	0.00%	630	533	675
540010 - Wireless Communication	2,970	0	2,970	570	23.75%	2,400	2,514	2,297
540020 - Telephone Expenses	0	0	0	(1,000)	(100.00)%	1,000	1,276	411
545030 - Propane Gas	0	0	0	0	0.00%	0	16	0
545050 - Waste/Trash Disposal	1,740	0	1,740	0	0.00%	1,740	1,540	0
Operating Expenses	**260,780**	**0**	**260,780**	**21,170**	**8.84%**	**239,610**	**173,434**	**103,365**
599999 - Controllable Assets	0	0	0	0	0.00%	0	205	28,623
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**205**	**28,623**
Total	**475,740**	**0**	**475,740**	**(3,720)**	**(0.78)%**	**479,460**	**337,591**	**239,983**

Washington County, Maryland
General Fund
Department 11321 - Day Reporting Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	140,040	Decrease in wages is related to change in deputies. Also, currently a grant is covering 25% of the Director's salary. This was not taken into account when budgeting due to the uncertainty of the grant.
500020 - Shift Differential - 2nd shift	100	
500040 - Other Wages	4,000	
500100 - FICA - Employer	11,030	
500120 - Health Insurance	16,380	
500125 - Other Insurance	990	
500130 - Pension	36,410	
500140 - Workers Compensation	5,530	
500170 - Personal Development	240	
500171 - Employee Recognition	190	
500172 - Team Building	50	
505140 - Office Supplies	2,500	
505160 - Personal Mileage	300	
505190 - Professional Fees	300	

Washington County, Maryland
General Fund
Department 11321 - Day Reporting Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
510010 - Fleet Insurance	1,060	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. The projection comes directly from the FY22 Operating Budget Guide - Appendix A – Insurance Projections.
510020 - Property & Casualty Insurance	5,320	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. The projection comes directly from the FY22 Operating Budget Guide - Appendix A – Insurance Projections.
510030 - Public & Gen Liability Insurance	2,530	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. The projection comes directly from the FY22 Operating Budget Guide - Appendix A – Insurance Projections.

Washington County, Maryland
General Fund
Department 11321 - Day Reporting Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
515000 - Contracted/Purchased Service	186,420	Third party vendor costs clinicians, therapists, and support staff per a contractual agreement. REACH $5,000, Tru- North $2,500 providing sober housing to DRC , Gatekeepers $5,000, Goodwill Horizon $5,000, Justice and Recovery $5,000, Open Minds $5,000, Women of Valor $5,000, Community Mediation reduced to $2,500 due to reduced services, Program incentives $180, Serenity Treatment Center Inc. $92,232, Potomac Case Management $59,000. $186,420 total.
515202 - Inspection Services	200	NFP sprinkler system inspection $50 per quarter or $200 annually.
515270 - Maintenance Contract Services	5,440	Home Paramount Pest Control $16.39 per month or $196.68 annually. Noel’s Fire protection inspection of sprinkler system as required split evenly between DRC, Patrol and Parks & Rec. $308.84. Mick’s Heating and Air Conditioning Filter & Belt $4,000, Teleplus Audio/Video record Sys. $930 for total of $5,435.52 or $5,440.
515320 - Testing Services	11,000	The previous years actual was reduced thanks to a grant received. There is no guarantee of grant continuation.
525020 - Janitorial Supplies	1,000	
526020 - Building Maintenance	600	The former Phoenix Color building is being used for the Day Reporting Center there will be continued maintenance costs to keep it operational the approved FY21 was reduced to $500 request approval of additional funds.
527060 - Auto Gasoline	1,380	The most recent twelve months use is 488.721 gallons. The four year average is 413.2818 gallons. Projected budget is 500 gallons x $2.75 per gallon = $1,375 (includes state gas tax), which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices.

Washington County, Maryland
General Fund
Department 11321 - Day Reporting Center
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
535010 - Copy Machine Rental	2,390	Rental cost for copiers and overages for the DRC. $198.58 per month x 12 for a total of $2,382.99.
535055 - Lease Payments	35,000	The previous two year actual amounts were reduced by grant funds received. There is no guarantee of continuation of the grant funding.
535060 - Uniforms	630	
540010 - Wireless Communication	2,970	AT&T/First Net three (3) phones $127 per month x 12 for total of $1,524 plus Domestic data plan for three wireless laptops $119.97 per month x 12 for total of $1,439.64. Total for line item $2,963.64.
540020 - Telephone Expenses	0	Telephone expenses are an enterprise wide cost and will be budgeted in department 11000.
545050 - Waste/Trash Disposal	1,740	

Washington County, Maryland
Summary of Installment and/or Lease Purchases
FY 2022

Department Number: 11321 **Department Name: Day Reporting**

Account Description: Lease and Installment Payments

	Item	Qty	Straight Purchase Price	Number of Years Financed	Final Year of Lease	Annual Payment Due Starting in Proposed Budget Year	Total Financed Price (total of all lease payments)	Implied Interest Rate	Explanation
N	LOC8 (Beacon and GPS Unit)	16		Annual	Annual	25,988	Annual	N/A	The day reporting center will need 16 GPS units to monitor offenders through the initial phases of the program. Under the contract with BI, Inc. signed Oct. 13, 2016 the annual cost of lease for each LOC8 GPS units (Beacon and GPS Unit) $4.45 per day unit in use x 365 days x 16 units is $25,988
N	SL2 (alcohol monitoring)	3		Annual	Annual	6,515	Annual	N/A	The day reporting center will need SL2 units (alcohol monitoring) to monitor offenders through the initial stages of the program. Under the contract with BI, Inc. signed Oct. 13, 2016, the annual cost of lease for SL2 units (alcohol monitoring) $5.95 per day unit in use x 365 days x 3 units is $6,515.
N	LOC8 (Beacon and GPS Unit) Spares	2		Annual	Annual	1,475	Annual	N/A	The day reporting center will need 2 GPS units on shelf to use to monitor offenders without delay. Under the contract with BI, Inc. signed Oct. 13, 2016 the annual cost of lease for each LOC8 GPS units (Beacon and GPS Unit) spare is $3.20 per day per on shelf x 365 days x 2 units is $2,336. Reduced to $1,475 as some days it will be active.
N	SL2 (alcohol monitoring) Spares	1		Annual	Annual	1,022	Annual	N/A	The day reporting center will need one SL2 units (alcohol monitoring) spare to monitor offenders without delay. Under the contract with BI, Inc. signed Oct. 13, 2016, the annual cost of lease for SL2 units (alcohol monitoring) spare is $2.80 per day unit in use x 365 days x 1 units is $1,022.
E									
E									
E									
E									
E									
	Total	**22**	**$0**			**$35,000**	**$0**		

Agree to Budget

N **New Installment Purchase**
E **Existing Installment Purchase**

Washington County, Maryland
General Fund
Department 11330 - Narcotics Task Force
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	360,630	0	360,630	24,010	7.13%	336,620	337,713	325,326
500010 - Wages - Overtime	0	0	0	0	0.00%	0	14	0
500040 - Other Wages	100	0	100	100	100.00%	0	0	0
500100 - FICA - Employer	27,600	0	27,600	1,850	7.18%	25,750	25,034	24,333
500120 - Health Insurance	60,700	0	60,700	(220)	(0.36)%	60,920	58,103	52,101
500125 - Other Insurance	2,460	0	2,460	250	11.31%	2,210	2,119	2,033
500130 - Pension	93,770	0	93,770	1,070	1.15%	92,700	84,214	57,681
500140 - Workers Compensation	790	0	790	0	0.00%	790	738	668
500170 - Personal Development	720	0	720	0	0.00%	720	0	0
500171 - Employee Recognition	540	0	540	(20)	(3.57)%	560	0	310
500172 - Team Building	150	0	150	0	0.00%	150	0	0
Wages and Benefits	**547,460**	**0**	**547,460**	**27,040**	**5.20%**	**520,420**	**507,933**	**462,453**
505050 - Dues & Subscriptions	600	0	600	0	0.00%	600	769	634
505140 - Office Supplies	7,000	0	7,000	0	0.00%	7,000	5,472	8,981
505150 - Other - Miscellaneous	100	0	100	0	0.00%	100	0	0
505160 - Personal Mileage	200	0	200	0	0.00%	200	202	193
505170 - Postage	50	0	50	0	0.00%	50	153	60
505230 - Travel Expenses	3,000	0	3,000	0	0.00%	3,000	2,299	3,553
515180 - Software	39,810	0	39,810	3,000	8.15%	36,810	31,068	23,042
515210 - Laboratory Services	180,440	0	180,440	0	0.00%	180,440	85,784	95,773
515270 - Maintenance Contract Services	700	0	700	0	0.00%	700	119	1,200
515400 - Transportation Expense	0	0	0	0	0.00%	0	800	100
520040 - Seminars/Conventions	3,500	0	3,500	0	0.00%	3,500	3,575	4,887
525030 - Medical Supplies	300	0	300	0	0.00%	300	193	115
526000 - Supplies/Material-Maintenance	500	0	500	0	0.00%	500	108	9
526040 - Equipment Maintenance	2,700	0	2,700	0	0.00%	2,700	2,723	2,434
527060 - Auto Gasoline	33,000	0	33,000	0	0.00%	33,000	23,536	24,747
527090 - Auto Repairs	10,000	0	10,000	0	0.00%	10,000	7,459	5,735
535000 - Rentals	200	0	200	0	0.00%	200	80	70

Washington County, Maryland
General Fund
Department 11330 - Narcotics Task Force
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
535010 - Copy Machine Rental	3,500	0	3,500	0	0.00%	3,500	3,412	3,702
535020 - Equipment Rental	100	0	100	0	0.00%	100	0	0
535055 - Lease Payments	22,500	0	22,500	0	0.00%	22,500	22,563	19,396
540010 - Wireless Communication	18,000	0	18,000	0	0.00%	18,000	16,963	18,495
540020 - Telephone Expenses	0	0	0	(2,000)	(100.00)%	2,000	1,337	1,407
580050 - Legal Transcripts	100	0	100	0	0.00%	100	44	56
582040 - Crime Prevention	25,000	0	25,000	0	0.00%	25,000	15,000	35,000
582050 - Evidence Package Supplies	3,000	0	3,000	0	0.00%	3,000	2,424	3,125
582120 - Special Response Team	22,000	0	22,000	0	0.00%	22,000	22,321	24,181
Operating Expenses	**376,300**	**0**	**376,300**	**1,000**	**0.27%**	**375,300**	**248,405**	**276,894**
599999 - Controllable Assets	31,000	0	31,000	4,870	18.64%	26,130	0	37,756
600300 - Vehicles	35,000	0	35,000	0	0.00%	35,000	27,619	0
Capital Outlay	**66,000**	**0**	**66,000**	**4,870**	**7.97%**	**61,130**	**27,619**	**37,756**
Total	**989,760**	**0**	**989,760**	**32,910**	**3.44%**	**956,850**	**783,958**	**777,102**

Washington County, Maryland
General Fund
Department 11330 - Narcotics Task Force
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	360,630	
500040 - Other Wages	100	Based on sick pay bonus paid last year, adding a budget this year.
500100 - FICA - Employer	27,600	
500120 - Health Insurance	60,700	
500125 - Other Insurance	2,460	
500130 - Pension	93,770	
500140 - Workers Compensation	790	Current budget appears to be adequate based on history and year to date actuals.
500170 - Personal Development	720	
500171 - Employee Recognition	540	
500172 - Team Building	150	
505050 - Dues & Subscriptions	600	
505140 - Office Supplies	7,000	
505150 - Other - Miscellaneous	100	
505160 - Personal Mileage	200	
505170 - Postage	50	
505230 - Travel Expenses	3,000	
515180 - Software	39,810	Increase in yearly license/maintenance fees for GreyKey device of $3,000/year.
515210 - Laboratory Services	180,440	

Washington County, Maryland
General Fund
Department 11330 - Narcotics Task Force
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
515270 - Maintenance Contract Services	700	
520040 - Seminars/Conventions	3,500	
525030 - Medical Supplies	300	
526000 - Supplies/Material-Maintenance	500	
526040 - Equipment Maintenance	2,700	
527060 - Auto Gasoline	33,000	Projected budget is 12,000 gallons X $2.75=$33,000 (includes state gas tax), which is based on bids and short term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail price.
527090 - Auto Repairs	10,000	
535000 - Rentals	200	
535010 - Copy Machine Rental	3,500	
535020 - Equipment Rental	100	
535055 - Lease Payments	22,500	
540010 - Wireless Communication	18,000	
540020 - Telephone Expenses	0	Telephone expenses are an enterprise wide cost and will be budgeted in department 11000.
580050 - Legal Transcripts	100	
582040 - Crime Prevention	25,000	
582050 - Evidence Package Supplies	3,000	
582120 - Special Response Team	22,000	

Washington County, Maryland
General Fund
Department 11330 - Narcotics Task Force
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
599999 - Controllable Assets	31,000	4-PVS-14 Helmet Mount Night Vision Monoculars @ $7,728 per set. (4)Four X $7,728 + Shipping = $31,002
600300 - Vehicles	35,000	NTF is requesting funds in the amount of $35,000 to purchase a vehicle to be used by agents at NTF. NTF currently owns a 2012 Chevrolet Equinox that needs constant repairs and has over 150,000 miles. NTF also owns a Chevrolet S-10 that has a rusted frame. Due to the high mileage and costly maintenance requirements, NTF would like to sell at least one of these vehicles at auction to be replaced by a new vehicle. Total cost of this line item is based on the average vehicle on the State Contract being approximately $32,000 plus equipment totaling $35,000.

Washington County, Maryland
Travel Request
FY 2022

Department Number:11330 **Narcotics Task Force**

Account Number: 505230

Account Description: Travel Expenses

Position	Destination	Date(s) of Travel	Total Cost		Description and/or Reason for Travel Request
			Dept. Request	Board Approval	
WCNTF	Various Destinations	7-2021/6-2022	3,000		Agents are required to travel for court appearances and training throughout FY22.
			$3,000	**$0**	

- Approval of this budget does not replace approval of travel as outlined in the Business Expense Policy. All travel must still receive appropriate approvals.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11330

Account Number: 515180

Account Description: Software

Department Name: Sheriff-NTF

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Police Trak System-Drug Trak 5 (10 Users)	650	650		N	Y	Annual software maintenance and support
Faro Laser Scanning System (2 units)	12,164	12,164		N	Y	Price for 1 year maintenance and warranty Annual software maintenance and support
Cellebrite UFED Touch license renewal	3,400	3,400		N	Y	Yearly license for Cellebrite Touch2. When purchased originally it came with a 5 year license. That license expires July 8, 2019. This equipment is used to get a full content download of cellular phones. This is a much needed tool for Narcotics investigations and criminal prosecutions.
GreyKey Annual License	15,000	18,000		N	Y	Annual software maintenance and support. Device unlocks Apple devices and is used in criminal investigations to conduct digital forensics. Increase in yearly license/maintenance fees for this year accounts for the increase of $3000
Police Mobile	595	595		N	Y	Annual Maintenance and support. Allows HPD officers assigned to NTF to access Police Mobile system to enter arrest and report information.
Hawk Analytics-Cell Hawk	4,995	4,995		N	Y	Annual maintenance and support. Allows investigators to analyze digital phone records for location of device in support of major criminal investigations and critical missing persons.
Total	**$36,804**	**$39,804**	**$0**			

- For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Summary of Installment and/or Lease Purchases
FY 2022

Department Number:11330

Department Name: Narcotics Task Force

Account Description: Lease and Installment Payments

	Item	Qty	Straight Purchase Price	Number of Years Financed	Final Year of Lease	Annual Payment Due Starting in Proposed Budget Year	Total Financed Price (total of all lease payments)	Implied Interest Rate	Explanation
N	Vehicles to supplement Fleet	3	See Explanation	1	2,022	22,500	22,500		NTF began leasing vehicles due to our current fleet of vehicles getting old and suspects recognizing vehicles owned by NTF. This adds to the danger to NTF agents and citizens working with us. NTF has the option of the type of vehicle leased and can lease trucks, SUVs, or sedans at the same price. NTF can rotate vehicles up to three times per year so local drug dealers will not become familiar with NTF vehicles. Monthly lease per vehicle$625 X 12=$7,500 X 3=$22,500.
N									
N									
N									
E									
E									
E									
E									
E									
	Total	**3**	**$0**			**$22,500**	**$22,500**		

Agree to Budget

N **New Installment Purchase**
E **Existing Installment Purchase**

Washington County, Maryland
Other Capital Outlay (≥$1 and <$10,000)
FY 2022

Department Number:11330

Department Name: Narcotics Task Force

Account Number: 599999

Account Description: Controllable Assets
(≥$1 and <$10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason for Request
1	PVS-14 Helmet Mount Night Vision Monoculars	4	7,750	31,000		Currently have 8 sets of monoculars and need 4 additional to increase the ability to provide all of our SRT operators with the capabilities to acquire and engage targets at longer ranges in complex environments and operations conditions (e.g. day/night, obscured, smoke, adverse weather).
				0		
				0		
				0		
				0		
				0		
	Total			**$31,000**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

- The County maintains assets that are considered capital assets in nature but are classified as controllable assets, due to the fact that they fall under the capitalization limits, i.e., **the cost of each item** is ≥$1 and <$10,000 (Transit or Golf Course <$5,000). Examples of controllable items are, but not limited to, chairs, desks, printers, equipment, machinery, weapons, computers. Controllable assets purchases are not a recurring expenditure and are to be purchased in accordance with the approved items by the County Commissioners. Emergency purchases may be supplanted if warranted.

Sheriff Douglas W. Mullendore
Washington County
500 Western Maryland Parkway
Hagerstown, MD 21740-5199

From The Desk of:
Captain Mark M. Knight
Asst. Patrol Commander
240-313-2182 Office
240-313-2105 Fax

To: Budget and Finance
From: Captain Mark M. Knight/Patrol
Ref: Controlable Assets (599999)
Date: 12/23/2020

I am requesting consideration to add the remaining 4 sets of night vision into the budget so we can continue to add this technology to our team (we currently have eight (8) complete sets that was purchased with Controllable Asset money). We would increase the ability to provide our SRT operators with sensory capabilities to acquire and engage targets at longer ranges in complex environments and operational conditions (e.g. day/night, obscured, smoke, adverse weather). This technology would improve the SRT operator's ability to see at night, provide rapid wide area search, aid target detection and enable long range target identification. We have not been able to add this to our equipment list do to other budgetary items needed for the SRT Team.

In 2015 the SRT was activated for a reported Homicide in the southern part of Washington County. Our ability to search for the suspect was hampered by our inability to search for the suspect in the nighttime. This became a huge disadvantage to us in the apprehension of this dangerous suspect.

My request is to keep in the Controllable Assets (599999) 4 sets at a cost of about $30,000.00 (see attached quote).

This expense exceeds our regular operating budget due to having to use it to purchase other operating equipment such as uniforms, ammunition, training, and vehicle maintenance expenses. This will allow us to advance the safety of the SRT and advance our ability to train and do operations in a nighttime environment.

Your consideration in this matter is truly appreciated.

Washington County, Maryland
Capital Outlay Request
FY 2022

Department Number: 11330

Department Name: Narcotics Task Force

Account Number: 600300

Account Description: Vehicles ***(≥ $10,000)***

Priority Number *	Description	Qty	Unit Cost	Total Cost	Replacement		N or R	Explain Reason for New Vehicle or Replacement Vehicle Request. If replacement, what disposition will be made of old vehicle.
				Dept. Request	Current Age	Current Miles		
1	Vehicle used for over-the-road transportation, licensed thru MVA	1	35,000	35,000	9	150,000	R	Vehicle to replace 2012 Chevrolet Equinox with 150000 miles. Equinox has increasing maintenance issues. Vehicle to be sold at auction upon replacement.
				0				
				0				
				0				
				0				
				0				
				0				
	Total			**$35,000**				

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

- Vehicles that are capable of being licensed through the Maryland Department of Motor Vehicles and are intended for over-the-road transportation use should be capitalized if they meet the capitalization threshold of $10,000 or greater and has a useful life in excess of 5 years. This includes trailers that are not self-propelled.
- Vehicles costs include the total purchase price after any purchase discounts plus any trade-in allowances, transportation charges, and any other costs required to prepare the vehicles for its intended use such as lights, striping, plows, spreaders.

Washington County, Maryland
General Fund
Department 11335 - Washington County Police Academy
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
505020 - Community Service Awards	3,000	0	3,000	0	0.00%	3,000	2,048	0
505050 - Dues & Subscriptions	500	0	500	(2,000)	(80.00)%	2,500	525	0
505130 - Small Office Equipment	500	0	500	(1,500)	(75.00)%	2,000	202	40
505140 - Office Supplies	2,000	0	2,000	(4,720)	(70.24)%	6,720	1,791	170
505170 - Postage	100	0	100	100	100.00%	0	0	0
505210 - Safety Supplies	100	0	100	100	100.00%	0	0	0
505230 - Travel Expenses	300	0	300	300	100.00%	0	176	0
505240 - Entertainment/Business Exp	1,200	0	1,200	(1,280)	(51.61)%	2,480	1,137	0
515180 - Software	0	0	0	(3,100)	(100.00)%	3,100	0	0
515270 - Maintenance Contract Services	1,000	0	1,000	(1,000)	(50.00)%	2,000	1,140	0
520000 - Training	4,500	0	4,500	4,500	100.00%	0	2,754	0
525000 - Supplies/Material - Operating	5,500	0	5,500	5,000	1,000.00%	500	0	0
525020 - Janitorial Supplies	1,000	0	1,000	0	0.00%	1,000	153	24
525030 - Medical Supplies	170	0	170	0	0.00%	170	86	148
525040 - Small Tools & Equipment	620	0	620	(1,880)	(75.20)%	2,500	219	125
526040 - Equipment Maintenance	500	0	500	(2,500)	(83.33)%	3,000	0	0
535000 - Rentals	120	0	120	120	100.00%	0	0	0
535010 - Copy Machine Rental	2,800	0	2,800	(5,000)	(64.10)%	7,800	4,007	565
535050 - Rental Payments	500	0	500	0	0.00%	500	750	0
535060 - Uniforms	18,000	0	18,000	(17,250)	(48.94)%	35,250	8,504	7,724
540010 - Wireless Communication	2,280	0	2,280	0	0.00%	2,280	0	0
545030 - Propane Gas	150	0	150	(50)	(25.00)%	200	22	0
582010 - Ammunition	12,000	0	12,000	(2,100)	(14.89)%	14,100	-1,435	12,015
582050 - Evidence Package Supplies	200	0	200	200	100.00%	0	0	0
582080 - Photographic/Fingerprint	300	0	300	300	100.00%	0	0	0
582090 - Tear Gas	1,000	0	1,000	(3,000)	(75.00)%	4,000	0	0
582100 - Traffic Cones/Flares	0	0	0	(1,400)	(100.00)%	1,400	0	0
582110 - Restraints	1,500	0	1,500	0	0.00%	1,500	0	0
Operating Expenses	**59,840**	**0**	**59,840**	**(36,160)**	**(37.67)%**	**96,000**	**22,080**	**20,812**

Washington County, Maryland
General Fund
Department 11335 - Washington County Police Academy
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
599999 - Controllable Assets	0	0	0	(3,000)	(100.00)%	3,000	0	0
Capital Outlay	**0**	**0**	**0**	**(3,000)**	**(100.00)%**	**3,000**	**0**	**0**
Total	**59,840**	**0**	**59,840**	**(39,160)**	**(39.56)%**	**99,000**	**22,080**	**20,812**

Washington County, Maryland
General Fund
Department 11335 - Washington County Police Academy
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505020 - Community Service Awards	3,000	
505050 - Dues & Subscriptions	500	Reallocated $2,000 to (525000) Supplies/Material.
505130 - Small Office Equipment	500	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
505140 - Office Supplies	2,000	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
505170 - Postage	100	Reallocated $100 from (525040) Small Tools & Equipment
505210 - Safety Supplies	100	Reallocated $100 from (525040) Small Tools & Equipment
505230 - Travel Expenses	300	Reallocated $300 from (525040) Small Tools & Equipment
505240 - Entertainment/Business Exp	1,200	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
515180 - Software	0	Reallocated $3,100 to (520000) Training.
515270 - Maintenance Contract Services	1,000	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
520000 - Training	4,500	Reallocated $1,400 from (582100) Traffic Cones/Flares and $3,100 from (515180) Software. Total amount reallocated is $4,500.
525000 - Supplies/Material - Operating	5,500	Reallocated $3,000 from (582090) Tear Gas and $2,000 from (505050) Dues and Subscriptions. Total amount allocated is $5,000.
525020 - Janitorial Supplies	1,000	
525030 - Medical Supplies	170	

Washington County, Maryland
General Fund
Department 11335 - Washington County Police Academy
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
525040 - Small Tools & Equipment	620	Reallocated $1,120 to the following: $100 to (505170) Postage; $100 to (505210) Safety Supplies; $300 to (505230) Travel Expenses; $120 to (535000) Rentals; $200 to (582050) Evidence Package Supplies: $300 Photographic/Fingerprint. Decrease in budget totals. Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
526040 - Equipment Maintenance	500	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
535000 - Rentals	120	Reallocated $120 from (525040) Small Tools & Equipment
535010 - Copy Machine Rental	2,800	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
535050 - Rental Payments	500	
535060 - Uniforms	18,000	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
540010 - Wireless Communication	2,280	
545030 - Propane Gas	150	The propane budgets were based on four prior year actual and forecasted rate changes.
582010 - Ammunition	12,000	Decrease in budget totals (budget cuts) to reflect expenditures from previous budget cycles.
582050 - Evidence Package Supplies	200	Reallocated $200 from (252040) Small Tools & Equipment
582080 - Photographic/Fingerprint	300	Reallocated $300 from (252040) Small Tools & Equipment.
582090 - Tear Gas	1,000	Reallocated $3,000 to (525000) Supplies/Material.
582100 - Traffic Cones/Flares	0	Reallocated $1,400 to (520000) Training.
582110 - Restraints	1,500	

Washington County, Maryland
Requested
Public Safety - Emergency Services
Detailed Summary
Fiscal Year 2022

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
9-3	**Air Unit**	28,060			(660)	-2.30%	28,720
9-6	**Special Operations**	325,340			206,500	173.76%	118,840
9-14	**911 Communications**	6,281,590			384,720	6.52%	5,896,870
9-27	**EMS Operations**	2,626,460			(159,440)	-5.72%	2,785,900

Air Unit

1. Operating expenses requested are increasing by $5,240 and 22.96%. $4,000 of the increase is for auto repairs.
2. Capital outlay requests in the prior year were $5,900 and this year there are none.

Special Operations

1. Operating expenses are increasing by $13,730 and 14.42%. The requested amount for auto repairs increased by $6,500 due to an aging fleet. There was also a request to increase equipment maintenance by $4,140 for replacing blade impellers.
2. Capital outlay requests total $216,410. $125,440 is requested for a Gemini meter; $16,726 for a trailer; $13,880 for an air cart; $22,470 for 30 sets of personal protective equipment; and the remainder is for various other equipment.

911 Communications

1. Wages and benefits are increasing by $261,440 and 4.96%. $65,708 is requested for one new Emergency Communication Specialist Trainee.
2. Operating expenses requested increased by $53,350 or 8.59%. The majority of the increase is in software.
3. The budget contains a $72,300 request for HVAC replacement at the 911 Center along with new carpet in call center and the DES downstairs training room.

EMS Operations

1. Wages and benefits are increasing by $739,150 and 54.65%. Seven positions were added to this department and the position of Deputy Director of Fire and Rescue was transferred to the Fire Operations department.
2. Operating expenses requested decreased by $953,670. $1,000,000 was transferred to the Volunteer Fire and Rescue department for health insurance reimbursement.
3. Capital outlay of $68,830 is being requested for 17 AED units and 1 Lifepak monitor/defibrillator.

Washington County, Maryland
Requested
Public Safety - Emergency Services
Detailed Summary
Fiscal Year 2022

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
9-36	**Fire Operations**	4,897,960			2,289,420	87.77%	2,608,540

1. Wages and benefits are increasing by $2,343,350 and 107.27% due to the addition of 33 firefighters. There are also personnel requests totaling $255,570 for increases in part time and over time.
2. Operating expenses requested decreased by $35,760 and 15.45%. Uniform expenses are decreasing by $42,500 due to the uniforms being budgeted in the prior year.
3. Capital outlay of $174,230 is being requested. $157,500 is for turnout gear and $16,730 is for a trailer for a gator.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
9-46	**Volunteer Fire and Rescue**	9,212,160			1,635,740	21.59%	7,576,420

1. Wages and benefits are increasing by $134,670 and 11.58% due to the increase in the required OPEB contribution and the higher workers comp insurance premium.
2. The operating expenses requested increased $1,505,470 and 23.49%. The appropriations to Fire and Rescue companies increased by $1,086,040. There is a detail of the appropriations in the packet. $1,000,000 of the increase is for health insurance reimbursement. $100,000 is requested for contracted services of a third party for reimbursement review of County funds which was unintentionally omitted from the budget in the prior year. An additional $200,000 in being requested for program costs. $120,000 would be used for term life insurance policies and $80,000 would be for benefits such as fuel, food, training, and rewards.

Page	Category	Requested FY 2022			$ Change	% Change	Original Budget FY 2021
		23,371,570			**4,356,280**	**22.91%**	**19,015,290**

Washington County, Maryland
General Fund
Department 11420 - Air Unit
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
505050 - Dues & Subscriptions	0	0	0	0	0.00%	0	0	40
505080 - Freight & Cartage	0	0	0	0	0.00%	0	25	0
505130 - Small Office Equipment	400	0	400	0	0.00%	400	28	11
505140 - Office Supplies	300	0	300	0	0.00%	300	172	156
505200 - Safety Equipment	750	0	750	0	0.00%	750	240	96
510010 - Fleet Insurance	4,220	0	4,220	820	24.12%	3,400	3,996	4,429
510020 - Property & Casualty Insurance	340	0	340	70	25.93%	270	317	329
515270 - Maintenance Contract Services	290	0	290	0	0.00%	290	309	317
520020 - In-House Training	0	0	0	0	0.00%	0	32	0
525000 - Supplies/Material - Operating	500	0	500	0	0.00%	500	348	437
525020 - Janitorial Supplies	150	0	150	0	0.00%	150	51	72
525040 - Small Tools & Equipment	200	0	200	0	0.00%	200	89	0
526020 - Building Maintenance	1,000	0	1,000	0	0.00%	1,000	1,565	2,582
526040 - Equipment Maintenance	3,000	0	3,000	0	0.00%	3,000	1,273	1,569
527000 - Supplies - Automotive	0	0	0	0	0.00%	0	278	0
527030 - Diesel Fuel	1,410	0	1,410	0	0.00%	1,410	1,593	2,008
527040 - Diesel Fuel Tax	210	0	210	0	0.00%	210	304	314
527060 - Auto Gasoline	350	0	350	0	0.00%	350	264	203
527090 - Auto Repairs	7,000	0	7,000	4,000	133.33%	3,000	9,761	6,378
535010 - Copy Machine Rental	410	0	410	0	0.00%	410	374	396
535060 - Uniforms	0	0	0	0	0.00%	0	1,194	0
545010 - Electric	6,500	0	6,500	350	5.69%	6,150	7,156	5,279
545040 - Sewer	580	0	580	0	0.00%	580	543	560
545050 - Waste/Trash Disposal	260	0	260	0	0.00%	260	40	0
545060 - Water	190	0	190	0	0.00%	190	157	174
Operating Expenses	**28,060**	**0**	**28,060**	**5,240**	**22.96%**	**22,820**	**30,109**	**25,348**
599999 - Controllable Assets	0	0	0	(5,900)	(100.00)%	5,900	0	0
Capital Outlay	**0**	**0**	**0**	**(5,900)**	**(100.00)%**	**5,900**	**0**	**0**
Total	**28,060**	**0**	**28,060**	**(660)**	**(2.30)%**	**28,720**	**30,109**	**25,348**

Washington County, Maryland
General Fund
Department 11420 - Air Unit
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505130 - Small Office Equipment	400	
505140 - Office Supplies	300	
505200 - Safety Equipment	750	
510010 - Fleet Insurance	4,220	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
510020 - Property & Casualty Insurance	340	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
515270 - Maintenance Contract Services	290	
525000 - Supplies/Material - Operating	500	
525020 - Janitorial Supplies	150	
525040 - Small Tools & Equipment	200	
526020 - Building Maintenance	1,000	
526040 - Equipment Maintenance	3,000	

Washington County, Maryland
General Fund
Department 11420 - Air Unit
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
527030 - Diesel Fuel	1,410	Estimated budget is 562 gallons x $2.50 = $1,405 (excludes taxes), which is based on bids and short-term energy outlook forecasts. Rate is discounted with new bid price including delivery as compared to retail prices.
527040 - Diesel Fuel Tax	210	562 gallons x $0.3705 = $208.
527060 - Auto Gasoline	350	Projected budget is 125 gallons x $2.75 = $343.75 (includes state gas tax), which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices.
527090 - Auto Repairs	7,000	Increasing budget based on history and year to date actuals.
535010 - Copy Machine Rental	410	
545010 - Electric	6,500	The electric budget is based on four prior year actuals, forecasted rate changes, and other known circumstances. The projection also takes into account current year actuals with annualized estimations.
545040 - Sewer	580	Based on projected rate model revenue requirements for County customers. Rate contingent on budget submission for utility costs. Projected actual $543 x 3.5% rate increase = $562.
545050 - Waste/Trash Disposal	260	
545060 - Water	190	Projected actual $157 x 3% rate increase = $162.

Washington County, Maryland
General Fund
Department 11430 - Special Operations
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
505140 - Office Supplies	500	0	500	0	0.00%	500	453	327
505200 - Safety Equipment	11,000	0	11,000	0	0.00%	11,000	11,923	4,433
505230 - Travel Expenses	0	0	0	0	0.00%	0	0	322
510010 - Fleet Insurance	11,620	0	11,620	1,410	13.81%	10,210	8,791	11,072
510020 - Property & Casualty Insurance	2,680	0	2,680	440	19.64%	2,240	2,570	2,669
515170 - Gas Monitoring	10,000	0	10,000	2,500	33.33%	7,500	10,390	6,788
515270 - Maintenance Contract Services	480	0	480	0	0.00%	480	1,020	1,059
515350 - Accident Repairs	0	0	0	0	0.00%	0	756	3,570
520000 - Training	0	0	0	(1,500)	(100.00)%	1,500	125	10
520030 - Food Comp	100	0	100	0	0.00%	100	0	0
525000 - Supplies/Material - Operating	9,720	0	9,720	1,220	14.35%	8,500	3,449	5,234
525040 - Small Tools & Equipment	1,000	0	1,000	0	0.00%	1,000	5,256	1,527
526020 - Building Maintenance	2,500	0	2,500	0	0.00%	2,500	2,906	7,915
526040 - Equipment Maintenance	16,140	0	16,140	4,140	34.50%	12,000	6,228	3,130
526050 - Groundskeeping Maintenance	250	0	250	0	0.00%	250	0	0
527000 - Supplies - Automotive	750	0	750	0	0.00%	750	278	1,273
527030 - Diesel Fuel	2,500	0	2,500	0	0.00%	2,500	1,416	4,741
527040 - Diesel Fuel Tax	380	0	380	0	0.00%	380	252	750
527060 - Auto Gasoline	100	0	100	0	0.00%	100	265	529
527090 - Auto Repairs	22,500	0	22,500	6,500	40.63%	16,000	24,605	26,649
527100 - Auto Tires	1,000	0	1,000	1,000	100.00%	0	0	0
535010 - Copy Machine Rental	650	0	650	0	0.00%	650	738	635
535060 - Uniforms	0	0	0	0	0.00%	0	678	934
540010 - Wireless Communication	0	0	0	(1,500)	(100.00)%	1,500	1,882	1,907
540020 - Telephone Expenses	0	0	0	(1,200)	(100.00)%	1,200	1,202	1,134
540022 - Cable TV & Internet Services	1,900	0	1,900	900	90.00%	1,000	1,275	910
545010 - Electric	6,000	0	6,000	0	0.00%	6,000	5,833	5,659
545020 - Natural Gas	5,600	0	5,600	(180)	(3.11)%	5,780	4,824	4,610
545050 - Waste/Trash Disposal	1,020	0	1,020	0	0.00%	1,020	170	0

Washington County, Maryland
General Fund
Department 11430 - Special Operations
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
545060 - Water	540	0	540	0	0.00%	540	514	511
Operating Expenses	**108,930**	**0**	**108,930**	**13,730**	**14.42%**	**95,200**	**97,799**	**98,298**
599999 - Controllable Assets	60,360	0	60,360	36,720	155.33%	23,640	864	0
600400 - Machinery & Equipment	156,050	0	156,050	156,050	100.00%	0	0	0
Capital Outlay	**216,410**	**0**	**216,410**	**192,770**	**815.44%**	**23,640**	**864**	**0**
Total	**325,340**	**0**	**325,340**	**206,500**	**173.76%**	**118,840**	**98,663**	**98,298**

Washington County, Maryland
General Fund
Department 11430 - Special Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505140 - Office Supplies	500	
505200 - Safety Equipment	11,000	
510010 - Fleet Insurance	11,620	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
510020 - Property & Casualty Insurance	2,680	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
515170 - Gas Monitoring	10,000	Increasing based on history and actuals.
515270 - Maintenance Contract Services	480	
520000 - Training	0	Reduced to zero and transferred the budget to 11525 Fire Operations training.
520030 - Food Comp	100	

Washington County, Maryland
General Fund
Department 11430 - Special Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
525000 - Supplies/Material - Operating	9,720	The increase is for the cost of two SpillTech Drum Repair Kits at $611 each = $1,222. The kits are used for Hazmat response. Items purchased in this account include advantage oil absorbent used for oil spills; BioCheck powder screening kits; rope rescue equipment; supplies specialized for boats such as repair kits, lights; supplies specialized for HazMat such as magnetic mics, saw blades, test paper kits; and cleaning supplies for sanitization.
525040 - Small Tools & Equipment	1,000	
526020 - Building Maintenance	2,500	
526040 - Equipment Maintenance	16,140	The increase is for four stainless steel four blade impeller replacements at $435 each plus intake production costs at $600 each for current boats that are owned. A total increase of $4,140. Replacement equipment for operationally damaged and necessary upkeep.
526050 - Groundskeeping Maintenance	250	
527000 - Supplies - Automotive	750	
527030 - Diesel Fuel	2,500	Estimated budget is 1,000 gallons x $2.50 = $2,500 (excludes taxes), which is based on bids and short-term energy outlook forecasts. Rate is discounted with new bid price including delivery as compared to retail prices.
527040 - Diesel Fuel Tax	380	1,000 gallons x $0.3705 = $371.
527060 - Auto Gasoline	100	Projected budget is 35 gallons x $2.75 = $96.25 (includes state gas tax), which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices.

Washington County, Maryland
General Fund
Department 11430 - Special Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
527090 - Auto Repairs	22,500	Increased based on history. Also, $4,500 of the increase is for the repair of the light tower for Rescue Squad 20.
527100 - Auto Tires	1,000	Added account so that tires will be charged to proper account.
535010 - Copy Machine Rental	650	
540010 - Wireless Communication	0	Reduced to zero and transferred the budget to 11525 Fire Operations wireless communications.
540020 - Telephone Expenses	0	Telephone expenses are an enterprise wide cost and will be budgeted in department 11000.
540022 - Cable TV & Internet Services	1,900	Budget increased due the change in the internet and cable package. Average monthly invoice is $157.83, which started in December 2020.
545010 - Electric	6,000	The electric budget is based on four prior year actuals, forecasted rate changes, and other known circumstances. The projection also takes into account current year actuals with annualized estimations.
545020 - Natural Gas	5,600	The natural gas budgets were based on four prior year actual and forecasted rate changes.
545050 - Waste/Trash Disposal	1,020	
545060 - Water	540	
599999 - Controllable Assets	60,360	See support form for explanations.
600400 - Machinery & Equipment	156,050	See support form for explanations.

Washington County, Maryland
Other Capital Outlay (≥$1 and <$10,000)
FY 2022

Department Number: 11430

Department Name: Emergency Services - Special Operations

Account Number: 599999

Account Description: Controllable Assets **(≥$1 and <$10,000 per item)**

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason for Request
2	Rope Rescue Equipment - ASAP with Axess Energy Absorber	5	347	1,737	N	Equipment to outfit stations responsible for rope rescue. 10 year life expectancy.
2	Rope Rescue Equipment - Clutches	6	735	4,410	N	Additional equipment to outfit stations responsible for rope rescue. 10 year life expectancy.
2	Rope Rescue Equipment - Spec Paks	2	1,741	3,481	N	Rope and confined space extrication device that allows for vertical and horizonal patient packaging and removal. 10 year life expectancy.
3	Personal Protective Equipment	30	749	22,470	R	All PPE has exceeded life expectancy and the equipment is specific to Special Operations. Replacement gear for technical rescue incidents to reduce the need to expose our structural firefighting gear to unnecessary wear and tear. Reduces the physical stress on members working in protective gear for long term operations. Currently the only functional equipment we have is in excess of 5 years out of date.
4	2019 Mercury 35 HP 35LPT Jet Outboard Motor, handle kit-tiller, and intake for motor	1	5,662	5,662	R	Costs include $3,802 for motor; handle kit-tiller $860.85; and one-time cost of $1,000 to build intake for boat motor. Replacement motor is for boat 20A. Boat 20A is under powered with the current motor. This lack of power creates a safety issue when the boat is loaded with more than 2 personnel. The motor would also need a poly boot to make the lower end of the motor more rock strike resistant.
	Total			**$37,760**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

- The County maintains assets that are considered capital assets in nature but are classified as controllable assets, due to the fact that they fall under the capitalization limits, i.e., **the cost of each item** is ≥$1 and <$10,000 (Transit or Golf Course <$5,000). Examples of controllable items are, but not limited to, chairs, desks, printers, equipment, machinery, weapons, computers. Controllable assets purchases are not a recurring expenditure and are to be purchased in accordance with the approved items by the County Commissioners. Emergency purchases may be supplanted if warranted.

Washington County, Maryland
Other Capital Outlay (≥$1 and <$10,000)
FY 2022

Department Number: 11430

Department Name: Emergency Services - Special Operations

Account Number: 599999

Account Description: Controllable Assets
(≥$1 and <$10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason for Request
5	NRS E-140 Self-Bailing Raft	4	5,650	22,600	N	Current water assets do not include a portable boat that could be used in the urban environment as well as areas with limited launch points. The 13' NRS raft would allow for 6-8 personnel and be mobile and able to launch from a wider range of the waterways.
				0		
				0		
	Total			**$22,600**		
	Total for all 599999 requests			**$60,360**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

- The County maintains assets that are considered capital assets in nature but are classified as controllable assets, due to the fact that they fall under the capitalization limits, i.e., **the cost of each item** is ≥$1 and <$10,000 (Transit or Golf Course <$5,000). Examples of controllable items are, but not limited to, chairs, desks, printers, equipment, machinery, weapons, computers. Controllable assets purchases are not a recurring expenditure and are to be purchased in accordance with the approved items by the County Commissioners. Emergency purchases may be supplanted if warranted.

Washington County, Maryland
Capital Outlay Request
FY 2022

Department Number: 11430

Department Name: Emergency Services - Special Operations

Account Number: 600400

Account Description: Machinery and Equipment
(≥ $10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason For Equipment Need and Disposition of Old, if Any. Number of hours, etc.
1	Gemini Meter	1	125,440	125,440	N	Currently, our capacity to identify unknown substances is very limited. Purchase of the Gemini meter will provide the ability to quickly identify what a solid or liquid is using two different modes of detection (FTIR & Raman Spectroscopy). This will ensure the safety of our Special Operations crew, responding providers, as well as citizens affected by hazardous materials release. The addition of this monitor will allow us to reopen routes of commerce much quicker as currently we must wait on a specialized unit to respond from Fort Detrick, MD, which in turn will more effectively support the financial position of the County's commerce.
5	2021 United Trailers UXT-Series Enclosed Trailer	1	16,726	16,726	R	Replacement for damaged trailer which does not have storage capacity to meet current confined space missions. The current trailer also has roof leaks that does not provide for dry storage of specialized lumber and associated products.
6	Air Cart and Tool Adapter	1	13,880	13,880	N	For any operational confined space or haz-mat incident requiring remote air operations. This product is necessary to replace our current air cart which is in excess of 15 years and will not adapt over to the new 5500 SCBA which are being purchased through the AFG Grant.
				0		
	Total			**$156,046**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

Machinery and equipment are physical assets, which:

- Are not attached permanently to land, buildings, or land improvements, have unique serial numbers, are capable of being moved, and can be acquired under a capital lease.
- Costs of machinery and equipment include the purchase price, net of purchase discounts, plus trade-in allowance, transportation charges, installation costs, taxes, and any other costs required to prepare the asset for its intended use. Machinery and equipment assets should be reported as acquisitions when the County receives the asset, not at the time when it pays the vendor for the acquisition. Examples are mowers, construction equipment.

Washington County, Maryland
General Fund
Department 11440 - 911 Communications
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	3,014,900	0	3,014,900	200,400	7.12%	2,814,500	2,662,305	2,408,935
500005 - Wages - Part Time	100,000	0	100,000	(20,000)	(16.67)%	120,000	109,919	183,673
500010 - Wages - Overtime	370,000	0	370,000	45,000	13.85%	325,000	417,062	465,279
500020 - Shift Differential - 2nd shift	26,750	0	26,750	1,750	7.00%	25,000	24,308	24,459
500040 - Other Wages	55,000	0	55,000	5,000	10.00%	50,000	29,766	27,192
500100 - FICA - Employer	272,850	0	272,850	17,760	6.96%	255,090	238,331	230,261
500120 - Health Insurance	800,410	0	800,410	(70,880)	(8.14)%	871,290	732,341	680,613
500125 - Other Insurance	19,280	0	19,280	1,280	7.11%	18,000	16,817	15,275
500130 - Pension	783,880	0	783,880	13,770	1.79%	770,110	665,824	428,362
500140 - Workers Compensation	12,850	0	12,850	850	7.08%	12,000	10,973	9,542
500155 - Personnel Requests	65,710	0	65,710	65,710	100.00%	0	0	0
500170 - Personal Development	6,600	0	6,600	480	7.84%	6,120	791	1,445
500171 - Employee Recognition	4,930	0	4,930	220	4.67%	4,710	430	1,778
500172 - Team Building	1,380	0	1,380	100	7.81%	1,280	153	0
Wages and Benefits	**5,534,540**	**0**	**5,534,540**	**261,440**	**4.96%**	**5,273,100**	**4,909,020**	**4,476,815**
505010 - Advertising	250	0	250	0	0.00%	250	186	245
505020 - Community Service Awards	0	0	0	0	0.00%	0	0	186
505040 - Books	300	0	300	0	0.00%	300	0	956
505050 - Dues & Subscriptions	1,330	0	1,330	330	33.00%	1,000	1,317	2,697
505070 - Food and Supplies	200	0	200	0	0.00%	200	114	0
505080 - Freight & Cartage	130	0	130	0	0.00%	130	121	165
505120 - Licenses & Certifications	3,000	0	3,000	0	0.00%	3,000	4,116	3,929
505130 - Small Office Equipment	2,960	0	2,960	0	0.00%	2,960	287	1,171
505140 - Office Supplies	7,500	0	7,500	0	0.00%	7,500	7,088	8,070
505160 - Personal Mileage	280	0	280	0	0.00%	280	811	477
505170 - Postage	100	0	100	0	0.00%	100	93	96
505230 - Travel Expenses	4,400	0	4,400	0	0.00%	4,400	2,026	1,782
510010 - Fleet Insurance	2,110	0	2,110	410	24.12%	1,700	1,598	1,476
510020 - Property & Casualty Insurance	10	0	10	0	0.00%	10	1	3
510030 - Public & Gen Liability Insurance	24,140	0	24,140	2,460	11.35%	21,680	20,194	19,784
515000 - Contracted/Purchased Service	4,000	0	4,000	(2,000)	(33.33)%	6,000	4,908	6,500
515180 - Software	294,590	0	294,590	28,440	10.69%	266,150	262,312	227,681

Washington County, Maryland
General Fund
Department 11440 - 911 Communications
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
515270 - Maintenance Contract Services	29,200	0	29,200	0	0.00%	29,200	26,446	36,466
520000 - Training	2,830	0	2,830	0	0.00%	2,830	1,637	3,585
520020 - In-House Training	0	0	0	0	0.00%	0	0	13
520040 - Seminars/Conventions	1,000	0	1,000	0	0.00%	1,000	75	515
520050 - Tuition Assistance	0	0	0	0	0.00%	0	2,500	0
525000 - Supplies/Material - Operating	2,720	0	2,720	0	0.00%	2,720	2,263	2,191
525020 - Janitorial Supplies	1,000	0	1,000	0	0.00%	1,000	1,125	818
525030 - Medical Supplies	250	0	250	0	0.00%	250	353	502
525040 - Small Tools & Equipment	0	0	0	0	0.00%	0	0	371
526020 - Building Maintenance	10,000	0	10,000	5,500	122.22%	4,500	8,483	7,136
526040 - Equipment Maintenance	750	0	750	0	0.00%	750	1,120	440
527000 - Supplies - Automotive	100	0	100	0	0.00%	100	171	24
527030 - Diesel Fuel	580	0	580	580	100.00%	0	0	0
527040 - Diesel Fuel Tax	90	0	90	90	100.00%	0	0	0
527060 - Auto Gasoline	3,250	0	3,250	1,310	67.53%	1,940	2,712	429
527090 - Auto Repairs	5,500	0	5,500	2,500	83.33%	3,000	5,631	5,073
535010 - Copy Machine Rental	4,950	0	4,950	1,900	62.30%	3,050	2,540	2,875
535060 - Uniforms	5,000	0	5,000	(5,000)	(50.00)%	10,000	5,977	10,334
540000 - Communications	1,770	0	1,770	1,770	100.00%	0	0	0
540010 - Wireless Communication	14,480	0	14,480	9,060	167.16%	5,420	4,155	3,607
540020 - Telephone Expenses	204,480	0	204,480	0	0.00%	204,480	144,487	205,874
540022 - Cable TV & Internet Services	3,340	0	3,340	1,840	122.67%	1,500	1,576	539
545010 - Electric	30,000	0	30,000	4,380	17.10%	25,620	33,852	38,625
545020 - Natural Gas	6,000	0	6,000	(300)	(4.76)%	6,300	4,754	4,073
545050 - Waste/Trash Disposal	1,020	0	1,020	0	0.00%	1,020	425	0
545060 - Water	1,110	0	1,110	80	7.77%	1,030	1,078	1,255
Operating Expenses	**674,720**	**0**	**674,720**	**53,350**	**8.59%**	**621,370**	**556,534**	**599,963**
599999 - Controllable Assets	0	0	0	(2,400)	(100.00)%	2,400	25,147	9,009
600200 - Building & Improvements	72,330	0	72,330	72,330	100.00%	0	0	0
Capital Outlay	**72,330**	**0**	**72,330**	**69,930**	**2,913.75%**	**2,400**	**25,147**	**9,009**
Total	**6,281,590**	**0**	**6,281,590**	**384,720**	**6.52%**	**5,896,870**	**5,490,700**	**5,085,787**

Washington County, Maryland
General Fund
Department 11440 - 911 Communications
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	3,014,900	
500005 - Wages - Part Time	100,000	Per Director reallocate $20,000 to overtime.
500010 - Wages - Overtime	370,000	$20,000 reallocated from part time in addition to proposed increase in wages.
500020 - Shift Differential - 2nd shift	26,750	
500040 - Other Wages	55,000	
500100 - FICA - Employer	272,850	
500120 - Health Insurance	800,410	Decrease is a result in changes in employees and elected coverages.
500125 - Other Insurance	19,280	
500130 - Pension	783,880	
500140 - Workers Compensation	12,850	
500155 - Personnel Requests	65,710	911 received approval from the BOCC on July 21, 2020, to delay hiring of position 265 Emergency Communications Specialist Trainee - UN-12 so that position 1677 CAD/IT Specialist position could be created. The CAD/IT Position was originally requested in the FY21 Budget, however it was removed to bring a more conservative budget before the BOCC. Requesting to move forward with re-hiring position 265 to bring the total of full-time communication specialists back to 48. This will allow DES to complete hiring which places 12 positions on each shift. Please see attached memo for further justification. Please see attached support form and memo.
500170 - Personal Development	6,600	
500171 - Employee Recognition	4,930	
500172 - Team Building	1,380	

Washington County, Maryland
General Fund
Department 11440 - 911 Communications
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505010 - Advertising	250	
505040 - Books	300	
505050 - Dues & Subscriptions	1,330	Increased based on history.
505070 - Food and Supplies	200	
505080 - Freight & Cartage	130	
505120 - Licenses & Certifications	3,000	
505130 - Small Office Equipment	2,960	
505140 - Office Supplies	7,500	
505160 - Personal Mileage	280	
505170 - Postage	100	
505230 - Travel Expenses	4,400	See support form.
510010 - Fleet Insurance	2,110	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
510020 - Property & Casualty Insurance	10	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.

Washington County, Maryland
General Fund
Department 11440 - 911 Communications
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
510030 - Public & Gen Liability Insurance	24,140	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
515000 - Contracted/Purchased Service	4,000	Decreasing due to anticipated turnover reduction.
515180 - Software	294,590	Original budget was $266,150. A budget transfer of $3,190 from Emergency Management to 911 was made in FY21. Emergency Management separated from the Division of Emergency Services. New cost is Kronos Workforce Ready for 210 licenses. Additional costs are due to the increase in product costs. See support form.
515270 - Maintenance Contract Services	29,200	
520000 - Training	2,830	
520040 - Seminars/Conventions	1,000	
525000 - Supplies/Material - Operating	2,720	
525020 - Janitorial Supplies	1,000	
525030 - Medical Supplies	250	
526020 - Building Maintenance	10,000	Increase budget to $10,000 based on history and the age of the HVAC upstairs and downstairs.
526040 - Equipment Maintenance	750	
527000 - Supplies - Automotive	100	

Washington County, Maryland
General Fund
Department 11440 - 911 Communications
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
527030 - Diesel Fuel	580	Estimated budget is 230 gallons x $2.50 = $575 (excludes taxes), which is based on bids and short-term energy outlook forecasts. Rate is discounted with new bid price including delivery as compared to retail prices. This account was originally budgeted in Emergency Management because the department separated from Division of Emergency Services. A budget transfer was completed in FY21 to move the account to 911.
527040 - Diesel Fuel Tax	90	230 gallons x $0.3705 = $85.
527060 - Auto Gasoline	3,250	Projected budget is 1,181 gallons x $2.75 = $3,247.75 (includes state gas tax), which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices.
527090 - Auto Repairs	5,500	Part of the increase is due to a $1,270 budget transfer from Emergency Management that was completed in FY21. Emergency Management separated from the Division of Emergency Services. An additional increase of $1,230 is based on history and year to date actuals.
535010 - Copy Machine Rental	4,950	Original budget was $3,050. A budget transfer of $1,900 from Emergency Management to 911 was made in FY21. Emergency Management separated from the Division of Emergency Services.
535060 - Uniforms	5,000	Reduced budget because the FY21 budget was increased to replace more expensive uniform items.
540000 - Communications	1,770	This account was originally budgeted in Emergency Management as $4,000. Emergency Management was separated from Division of Emergency Services and a budget transfer was completed in FY21 to move the account to 911. Reduced the budget based on actual charges and moving a cost to 540022 Cable TV & Internet Services. Monthly charges of approximate $147.45 is for NI Government Services.

Washington County, Maryland
General Fund
Department 11440 - 911 Communications
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
540010 - Wireless Communication	14,480	The original budget was $5,420. A budget transfer of $9,000 from Emergency Management to 911 was made in FY21. Emergency Management separated from the Division of Emergency Services. Costs include ICS Level Pro Support Service 24/7 Engineer on call - $2,150; Tactical IP Responder monthly service - $3,510; and AT&T Mobility - $8,820. Total cost = $14,480.
540020 - Telephone Expenses	204,480	
540022 - Cable TV & Internet Services	3,340	The increase is due to a budget transfer from Emergency Management that was completed in FY21. The additional cost is for DirectTV for the Mobile Command Unit. The invoices were being charged to the wrong account when it was in Emergency Management - 540000 Communications. Moving $1,840 from the Communications account that was originally budgeted in Emergency Management to better reflect the correct account.
545010 - Electric	30,000	The electric budget is based on four prior year actuals, forecasted rate changes, and other known circumstances. The projection also takes into account current year actuals with annualized estimations.
545020 - Natural Gas	6,000	The natural gas budgets were based on four prior year actual and forecasted rate changes.
545050 - Waste/Trash Disposal	1,020	
545060 - Water	1,110	Projected actual $1,078 x 3% rate increase = $1,110.
600200 - Building & Improvements	72,330	Request is for new carpet tile in the 911 Call Center and HVAC replacement for 911 Call Center. These two costs are related the renovation of the 911 Call Center. GRT 150 does not cover brick and mortar but will cover the costs of furniture replacement for the renovation. The third request is for new carpet tiles in the downstairs training room and eight offices of DES. See support form.

Washington County, Maryland
New/Elimination Position Request Form
FY 2022

Department Number: 11440 | **Department Name: 911 Communications**

Account : 500155

Full-Time Position

Position Title	Grade	Step *	Regular or Temp.	Annual Salary	Health Insurance Benefits	Variable Benefits	Offset	Net Cost	Explanation of Request (A memo may be attached if detail support is needed. Please summarize in this area.)
Emergency Communications Specialist Trainee - UN- 12	8	1	Regular	35,506	16,000	14,202		65,708	911 received approval from the BOCC on July 21, 2020, to delay hiring of position 265 Emergency Communications Specialist Trainee - UN-12 so that position 1677 CAD/IT Specialist position could be created. The CAD/IT Position was originally requested in the FY21 Budget, however it was removed to bring a more conservative budget before the BOCC. Requesting to move forward with re-hiring position 265 to bring the total of full-time communication specialists back to 48. This will allow DES to complete hiring which places 12 positions on each shift. Please see attached memo for further justification.
						0		0	

Part-Time Position

Position Title	Grade	Step *	Regular or Temp.	Annual Salary		Total Benefits	Offset	Net Cost	Explanation of Request (A memo may be attached if detail support is needed. Please summarize in this area.)
						0		0	
						0		0	
				$35,506	$16,000	$14,202	$0	$65,708	

* General policy for hiring a new position starts at Step 1.

● Formulas have been put into place for calculating benefits for full time and part-time positions.

Division of Emergency Services
Washington County, Maryland

16232 Elliott Parkway, Williamsport, Maryland 21795
240-313-4360 Fax: 240-313-4361

January 6, 2021

TO: Board of County Commissioners
Budget and Finance

RE: Justification for Full-Time Position Request

This memo serves as justification to return Position 265 Emergency Communication Specialist (ECS) Trainee back to Department 11440 – 911 Communications. Currently, 911 has 47 full-time positions working at the Emergency Communications Center (ECC) that is comprised of Supervisors, ECS I, II, III. We have four shifts at the ECC - 12 employees on three of the shifts; and 11 employees on one shift. By adding Position 265, it will create equity across all four shifts. This will alleviate the potential for grievances and assist with the workload of the shift that has only 11 employees.

On July 21, 2020, the BOCC approved the new position CAD/IT Specialist. The need for the new position was so crucial that in return Position 265 was eliminated due to the uncertain budgetary forecast. There is most definitely a need to return position 265 back to the ECC as we are constantly training employees due to retirements and transfers. Please consider adding Position 265 to our authorized positions at the ECC.

Sincerely,

Brian K. Albert
Assistant Director Division of Emergency Services

Washington County, Maryland
Travel Request
FY 2022

Department Number: 11440

Department Name: Emergency Communications - 911

Account Number: 505230

Account Description: Travel Expenses

Position	Destination	Date(s) of Travel	Total Cost		Description and/or Reason for Travel Request
			Dept. Request	Board Approval	
CAD/IT Administrator	Nashville, TN	09/22/21 - 09/24/21	1,200		The Keystone CAD Conference is held annually. This conference allows personnel who are responsible for CAD/IT programming and functionality to participate in training and provide requests to the CAD company.
CAD/IT Specialist	Nashville, TN	09/22/21 - 09/24/21	1,200		The Keystone CAD Conference is held annually. This conference allows personnel who are responsible for CAD/IT programming and functionality to participate in training and provide requests to the CAD company.
ECS	TBD	04/01/22 - 04/06/22	2,000		Navigator conference is held annually and provides the opportunity to attend certification and workshop classes. Topics have included CAD technology, Quality Assurance, Stress Management, Grant Funding and sustainability.
			$4,400	**$0**	

- Approval of this budget does not replace approval of travel as outlined in the Business Expense Policy. All travel must still receive appropriate approvals.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11440

Account Number: 515180

Account Description: Software

Department Name: 911 Communications

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Keystone CAD, Clients, Interfaces & Servers	137,504	140,801		N	Y	Annual software maintenance and support for Primary PSAP.
Keystone CAD, Clients, Interfaces & Servers for Back Up Server	15,690	16,338		N	Y	Annual software maintenance and support. For Back Up PSAP.
Keystone CAD Upgrades	2,500	2,500		Y	N	Upgrades/enhancements.
Priority Dispatch Extended Service Plan for Emergency Medical, Fire, and Police Dispatch & Advanced Quality Assurance software	42,352	42,352		N	Y	Annual software maintenance and support.
Cry Wolf Alarm	8,052	8,455		N	Y	Annual software maintenance and support.
Deccan - Box Area Runcard Builder	13,956	14,375		N	Y	Annual software maintenance and support.
CritiCall Elite Service Plan (Pre-employment testing software) aka Biddle Consulting	920	920		N	Y	Annual software maintenance and support.
Nice Recorder & Archiving Units	23,397	30,099		N	Y	Annual software maintenance and support.
Kronos Enterprise - Telestaff	20,700	16,640		N	Y	Annual cloud support.
Kronos Workforce Ready	0	11,112		Y	Y	Annual software usage fee for timekeeping and accruals for 210 licenses.
Kronos Aspect Calling Feature	1,075	1,080		N	Y	Annual software maintenance and support.
ARCHIVESOCIAL, Inc.	0	1,440		N	Y	Archive social media records, risk management, & analytics.
ImageTrend	0	3,870		N	Y	State bridge CAD integrations.
Software House Integration	0	1,410		N	Y	Support annual fee.
Total	**$266,146**	**$291,392**	**$0**			

- For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11440

Department Name: 911 Communications

Account Number: 515180

Account Description: Software

Descriptions	Originally approved in Emergency Management for FY21	Total Cost: FY22 Dept. Request	Total Cost: Board Approval	New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
Hardware / Software Maintenance & Acquisition	1,970	1,970		N	N	Allows for software updates to existing programs associated with Emergency Management operations. Includes programs for weather notification, emergency notification, personnel tracking, and mapping.
DropBox Pro	800	800		N	Y	Annual cloud based file storage subscription for use by the division.
Camtasia Studio	100	100		N	Y	Annual software maintenance and support.
Weather Corecast Service	100	100		N	Y	Web based weather forecasting assists with EOC and other critical decision making.
Lifenet Asset Web Tool	220	220		N	Y	Annual software maintenance and support (EMS Operations).
Total	**$3,190**	**$3,190**	**$0**			
Total	**$269,336**	**$294,582**	**$0**			

● For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Capital Outlay Request
FY 2022

Department Number: 11440 | **Department Name: 911 Communications**

Account Number: 600200

Account Description: Building and Improvements ***(≥ $10,000)***

Priority Number *	Descriptions	Qty	Cost	Total Cost Dept. Request	N or R	Why is Building or Building Improvement Needed
1	New Carpet Tile in 911 Call Center	1	10,875	10,875	R	The 911 Center will be receiving grant money from GRT150 to renovate the entire center at Elliott Parkway. Grant monies does not include the cost of replacing carpet as the grant does not cover brick and mortar components. Carpet will need to be installed prior to the placement of new furniture. The County will need to cover the carpet installation costs.
2	HVAC replacement for 911 Call Center	1	50,000	50,000	R	The 911 Center will be receiving grant money from GRT150 to renovate the entire center at Elliott Parkway. Grant monies does not include the cost of replacing of the current deficient HVAC system as the grant does not cover brick and mortar components. The County will need to cover the cost of replacing the current HVAC system.
						Note: GRT 150 will cover the costs furniture replacement is approximately $200,000 for the renovation.
3	New Carpet Tile in DES downstairs and training room	1	11,452	11,452		Install new carpet in the Training Room and eight office areas in downstairs of Emergency Services ($10.202) plus move existing furniture prior to installation and move back to proper place ($1,250). Cost for all is $11,452. Quote for the Training Room alone - carpet $5,220 plus $275 to move existing furniture in the area prior to installation and move back to proper place, total cost $5,495. Quote for eight offices alone - carpet $4,982 plus $1,000 to move existing furniture, total cost $5,982. If all the carpet cannot be replaced, the priority for carpet replacement is for the Training Room because carpet is destroyed in that area.
	Total			**$72,327**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

- For any single purchase of buildings or building improvements that are $10,000 or greater and have a useful life in excess of 5 years. This account is not for routine maintenance and repairs. Examples of building improvements include: roofing, flooring, renovations.

Washington County, Maryland
General Fund
Department 11520 - EMS Operations
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	1,144,500	0	1,144,500	398,080	53.33%	746,420	663,100	650,242
500005 - Wages - Part Time	32,500	0	32,500	2,200	7.26%	30,300	26,112	13,131
500010 - Wages - Overtime	84,000	0	84,000	35,520	73.27%	48,480	61,280	59,320
500040 - Other Wages	55,000	0	55,000	25,200	84.56%	29,800	32,862	25,596
500100 - FICA - Employer	99,530	0	99,530	34,200	52.35%	65,330	57,819	55,746
500120 - Health Insurance	262,290	0	262,290	109,760	71.96%	152,530	145,190	135,067
500125 - Other Insurance	8,000	0	8,000	4,190	109.97%	3,810	3,764	3,631
500130 - Pension	297,570	0	297,570	92,030	44.77%	205,540	152,121	104,896
500140 - Workers Compensation	105,000	0	105,000	36,850	54.07%	68,150	59,099	57,002
500170 - Personal Development	1,800	0	1,800	720	66.67%	1,080	120	0
500171 - Employee Recognition	1,080	0	1,080	250	30.12%	830	120	0
500172 - Team Building	380	0	380	150	65.22%	230	0	0
Wages and Benefits	**2,091,650**	**0**	**2,091,650**	**739,150**	**54.65%**	**1,352,500**	**1,201,588**	**1,104,631**
505010 - Advertising	0	0	0	0	0.00%	0	79	0
505050 - Dues & Subscriptions	300	0	300	0	0.00%	300	190	15
505070 - Food and Supplies	200	0	200	0	0.00%	200	127	0
505120 - Licenses & Certifications	300	0	300	200	200.00%	100	310	20
505140 - Office Supplies	800	0	800	200	33.33%	600	479	1,113
505150 - Other - Miscellaneous	0	0	0	(1,000,000)	(100.00)%	1,000,000	0	0
505160 - Personal Mileage	0	0	0	0	0.00%	0	20	105
505170 - Postage	100	0	100	100	100.00%	0	0	0
505200 - Safety Equipment	2,000	0	2,000	0	0.00%	2,000	309	239
505210 - Safety Supplies	500	0	500	0	0.00%	500	182	37
505230 - Travel Expenses	1,000	0	1,000	0	0.00%	1,000	50	315
510010 - Fleet Insurance	13,770	0	13,770	5,250	61.62%	8,520	7,991	10,333
510030 - Public & Gen Liability Insurance	15,980	0	15,980	6,770	73.51%	9,210	6,105	8,196
515000 - Contracted/Purchased Service	0	0	0	0	0.00%	0	0	13,208
515180 - Software	0	0	0	0	0.00%	0	0	4,737
515260 - Legal Services	0	0	0	0	0.00%	0	7,959	0

Washington County, Maryland
General Fund
Department 11520 - EMS Operations
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
515270 - Maintenance Contract Services	129,000	0	129,000	17,500	15.70%	111,500	120,259	84,291
520000 - Training	8,000	0	8,000	0	0.00%	8,000	4,426	14,363
520040 - Seminars/Conventions	1,000	0	1,000	0	0.00%	1,000	0	0
520050 - Tuition Assistance	0	0	0	0	0.00%	0	1,234	0
525000 - Supplies/Material - Operating	2,500	0	2,500	0	0.00%	2,500	2,868	3,012
525030 - Medical Supplies	225,000	0	225,000	5,000	2.27%	220,000	234,410	243,398
526040 - Equipment Maintenance	750	0	750	0	0.00%	750	57	2,217
527000 - Supplies - Automotive	500	0	500	0	0.00%	500	303	1,118
527030 - Diesel Fuel	250	0	250	0	0.00%	250	0	0
527040 - Diesel Fuel Tax	40	0	40	0	0.00%	40	0	0
527060 - Auto Gasoline	36,910	0	36,910	8,530	30.06%	28,380	11,091	26,492
527090 - Auto Repairs	10,500	0	10,500	500	5.00%	10,000	6,480	17,067
527100 - Auto Tires	1,000	0	1,000	1,000	100.00%	0	0	0
535010 - Copy Machine Rental	1,580	0	1,580	280	21.54%	1,300	1,553	1,580
535060 - Uniforms	2,000	0	2,000	0	0.00%	2,000	885	1,198
540010 - Wireless Communication	12,000	0	12,000	1,000	9.09%	11,000	8,862	21,526
Operating Expenses	**465,980**	**0**	**465,980**	**(953,670)**	**(67.18)%**	**1,419,650**	**416,227**	**454,578**
599999 - Controllable Assets	26,720	0	26,720	24,470	1,087.56%	2,250	430	7,609
600400 - Machinery & Equipment	42,110	0	42,110	30,610	266.17%	11,500	37,184	17,215
Capital Outlay	**68,830**	**0**	**68,830**	**55,080**	**400.58%**	**13,750**	**37,614**	**24,823**
Total	**2,626,460**	**0**	**2,626,460**	**(159,440)**	**(5.72)%**	**2,785,900**	**1,655,428**	**1,584,033**

Washington County, Maryland
General Fund
Department 11520 - EMS Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	1,144,500	The increase is related to three new positions in this department less one position that was transferred to Fire Operations. On 2/9/21 the BOCC approved four additional positions.
500005 - Wages - Part Time	32,500	
500010 - Wages - Overtime	84,000	Increase is related to increase in number of positions.
500040 - Other Wages	55,000	Increased based on history and the addition of seven positions in this department.
500100 - FICA - Employer	99,530	
500120 - Health Insurance	262,290	
500125 - Other Insurance	8,000	
500130 - Pension	297,570	
500140 - Workers Compensation	105,000	
500170 - Personal Development	1,800	
500171 - Employee Recognition	1,080	
500172 - Team Building	380	
505050 - Dues & Subscriptions	300	
505070 - Food and Supplies	200	
505120 - Licenses & Certifications	300	Increasing $200 for licenses for six additional people.
505140 - Office Supplies	800	Office Supplies was increased by $200. Moved $200 from to 11525 Fire Operations so each department will have $800 each.
505150 - Other - Miscellaneous	0	Moving this budget to 93130 Fire and Rescue 502000 Appropriations.

Washington County, Maryland
General Fund
Department 11520 - EMS Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505170 - Postage	100	Adding new account for certified mail and medical reviews.
505200 - Safety Equipment	2,000	
505210 - Safety Supplies	500	
505230 - Travel Expenses	1,000	See support form.
510010 - Fleet Insurance	13,770	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
510030 - Public & Gen Liability Insurance	15,980	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
515270 - Maintenance Contract Services	129,000	Increase due to increase in number of devices covered. This is for the maintenance agreement for cardiac devices, automated CPR devices, stretchers, stair chairs and loading systems. Covers biomedical certification/inspection as well as parts and repair services.
520000 - Training	8,000	
520040 - Seminars/Conventions	1,000	

Washington County, Maryland
General Fund
Department 11520 - EMS Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
525000 - Supplies/Material - Operating	2,500	
525030 - Medical Supplies	225,000	Budget increased based on inflation of costs.
526040 - Equipment Maintenance	750	
527000 - Supplies - Automotive	500	
527030 - Diesel Fuel	250	Estimated budget is 100 gallons x $2.50 = $250 (excludes taxes), which is based on bids and short-term energy outlook forecasts. Rate is discounted with new bid price including delivery as compared to retail prices.
527040 - Diesel Fuel Tax	40	100 gallons x $0.3705 = $37.
527060 - Auto Gasoline	36,910	Projected budget is 13,420 gallons x $2.75 = $36,905 (includes state gas tax), which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices. Gallons are increasing due a third vehicle added to the fleet. FY20 actuals were based on the lower gasoline prices. Prices were as low as a $1 per gallon for a period of time.
527090 - Auto Repairs	10,500	Budget increased is based on adding a third vehicle to the fleet and year to date actuals.
527100 - Auto Tires	1,000	Adding account to budget for the fleet's tires.
535010 - Copy Machine Rental	1,580	Increasing to account for color copy charges.
535060 - Uniforms	2,000	
540010 - Wireless Communication	12,000	Increasing budget $1,000 due to the addition of a third ALS chase vehicle.

Washington County, Maryland
General Fund
Department 11520 - EMS Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
599999 - Controllable Assets	26,720	Replacement of LP 1000 AED's that are reaching or have exceeded their end of life. A savings of $6,732 will be realized in the maintenance account due to these devices not requiring annual PM. Quote is attached.
600400 - Machinery & Equipment	42,110	Replacement of LP 15 Monitor/Defibrillator due life expectancy has been exceeded. There may be possible a grant 50/50 match. Quote is attached.

Washington County, Maryland
Travel Request
FY 2022

Department Number: 11520

Department Name: EMS Operations

Account Number: 505230

Account Description: Travel Expenses

Position	Destination	Date(s) of Travel	Total Cost		Description and/or Reason for Travel Request
			Dept. Request	Board Approval	
Staff	Image Trend Conference, St Paul MN	TBD	1,000		Send one or two staff members to the Image Trend conference in St. Paul, MN. This seminar directly relates to the State Ambulance Reporting System (Elite) and allows our staff the opportunity to learn the various QA tools and reporting data that is available within the system. This allows the Division to identify trends through various reporting features and implement system improvements based on empirical data. The allocated funds would cover travel, meals and lodging.
			$1,000	**$0**	

- Approval of this budget does not replace approval of travel as outlined in the Business Expense Policy. All travel must still receive appropriate approvals.

Washington County, Maryland
Other Capital Outlay (≥$1 and <$10,000)
FY 2022

Department Number: 11520

Department Name: Emergency Services - EMS Operations

Account Number: 599999

Account Description: Controllable Assets
(≥$1 and <$10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason for Request
2	LIFEPAK CR 2 AED	17	1,572	26,717		Replacement of LP 1000 AED's that are reaching or have exceeded their end of life. A savings of $6,732 will be realized in the maintenance account due to these devices not requiring annual PM.
				0		
				0		
				0		
				0		
	Total			**$26,717**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

- The County maintains assets that are considered capital assets in nature but are classified as controllable assets, due to the fact that they fall under the capitalization limits, i.e., **the cost of each item** is ≥$1 and <$10,000 (Transit or Golf Course <$5,000). Examples of controllable items are, but not limited to, chairs, desks, printers, equipment, machinery, weapons, computers. Controllable assets purchases are not a recurring expenditure and are to be purchased in accordance with the approved items by the County Commissioners. Emergency purchases may be supplanted if warranted.

Washington County, Maryland
Capital Outlay Request
FY 2022

Department Number: 11520

Department Name: Emergency Services - EMS Operations

Account Number: 600400

Account Description: Machinery and Equipment
(≥ $10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason For Equipment Need and Disposition of Old, if Any. Number of hours, etc.
1	LIFEPAK 15	1	42,110	42,110	R	Replacement of LP 15 Monitor/Defibrillator due life expectancy has been exceeded. There may be possible a grant 50/50 match.
	Total			**$42,110**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the

Machinery and equipment are physical assets, which:

- Are not attached permanently to land, buildings, or land improvements, have unique serial numbers, are capable of being moved, and can be acquired under a capital
- Costs of machinery and equipment include the purchase price, net of purchase discounts, plus trade-in allowance, transportation charges, installation costs, taxes, and any other costs required to prepare the asset for its intended use. Machinery and equipment assets should be reported as acquisitions when the County receives the asset, not at the time when it pays the vendor for the acquisition. Examples are mowers, construction equipment.

Washington County, Maryland
General Fund
Department 11525 - Fire Operations
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	2,151,230	0	2,151,230	1,377,620	178.08%	773,610	537,156	449,868
500005 - Wages - Part Time	362,650	0	362,650	0	0.00%	362,650	466,782	404,679
500010 - Wages - Overtime	56,000	0	56,000	0	0.00%	56,000	28,420	33,699
500040 - Other Wages	40,000	0	40,000	15,000	60.00%	25,000	20,508	15,551
500100 - FICA - Employer	199,660	0	199,660	106,540	114.41%	93,120	78,500	67,420
500120 - Health Insurance	720,000	0	720,000	491,120	214.58%	228,880	142,356	105,721
500125 - Other Insurance	15,000	0	15,000	10,270	217.12%	4,730	3,132	2,696
500130 - Pension	559,320	0	559,320	349,000	165.94%	210,320	122,471	75,951
500140 - Workers Compensation	188,200	0	188,200	86,750	85.51%	101,450	88,414	77,459
500155 - Personnel Requests	225,570	0	225,570	(100,900)	(30.91)%	326,470	0	0
500170 - Personal Development	5,280	0	5,280	4,080	340.00%	1,200	0	0
500171 - Employee Recognition	3,950	0	3,950	3,020	324.73%	930	0	0
500172 - Team Building	1,100	0	1,100	850	340.00%	250	0	0
Wages and Benefits	**4,527,960**	**0**	**4,527,960**	**2,343,350**	**107.27%**	**2,184,610**	**1,487,739**	**1,233,043**
505050 - Dues & Subscriptions	2,100	0	2,100	0	0.00%	2,100	2,233	2,846
505070 - Food and Supplies	500	0	500	0	0.00%	500	247	284
505140 - Office Supplies	800	0	800	(200)	(20.00)%	1,000	59	610
505170 - Postage	50	0	50	0	0.00%	50	0	26
505200 - Safety Equipment	6,000	0	6,000	0	0.00%	6,000	0	638
505210 - Safety Supplies	500	0	500	0	0.00%	500	870	0
505230 - Travel Expenses	0	0	0	0	0.00%	0	0	1,708
510010 - Fleet Insurance	3,170	0	3,170	670	26.80%	2,500	2,397	2,214
510030 - Public & Gen Liability Insurance	19,310	0	19,310	14,730	321.62%	4,580	4,207	3,957
515000 - Contracted/Purchased Service	0	0	0	0	0.00%	0	1,500	0
515180 - Software	0	0	0	(15,500)	(100.00)%	15,500	0	2,813
515270 - Maintenance Contract Services	78,000	0	78,000	0	0.00%	78,000	67,107	59,620
515280 - Medical Fees	0	0	0	0	0.00%	0	0	3,722
520000 - Training	42,000	0	42,000	6,000	16.67%	36,000	478	5,163
520040 - Seminars/Conventions	0	0	0	0	0.00%	0	25	0

Washington County, Maryland
General Fund
Department 11525 - Fire Operations
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
520050 - Tuition Assistance	0	0	0	0	0.00%	0	0	1,400
525000 - Supplies/Material - Operating	500	0	500	0	0.00%	500	0	418
526040 - Equipment Maintenance	500	0	500	0	0.00%	500	0	56
527000 - Supplies - Automotive	500	0	500	0	0.00%	500	30	14
527030 - Diesel Fuel	0	0	0	(1,500)	(100.00)%	1,500	1,311	123
527040 - Diesel Fuel Tax	0	0	0	(200)	(100.00)%	200	289	9
527060 - Auto Gasoline	5,340	0	5,340	340	6.80%	5,000	4,215	618
527090 - Auto Repairs	6,000	0	6,000	0	0.00%	6,000	6,084	9,962
527100 - Auto Tires	1,500	0	1,500	1,500	100.00%	0	0	0
535010 - Copy Machine Rental	0	0	0	(600)	(100.00)%	600	0	9
535060 - Uniforms	25,000	0	25,000	(42,500)	(62.96)%	67,500	10,257	4,630
540010 - Wireless Communication	4,000	0	4,000	1,500	60.00%	2,500	2,255	2,207
Operating Expenses	**195,770**	**0**	**195,770**	**(35,760)**	**(15.45)%**	**231,530**	**103,565**	**103,047**
599999 - Controllable Assets	157,500	0	157,500	(34,900)	(18.14)%	192,400	107,085	50,960
600400 - Machinery & Equipment	16,730	0	16,730	16,730	100.00%	0	0	0
Capital Outlay	**174,230**	**0**	**174,230**	**(18,170)**	**(9.44)%**	**192,400**	**107,085**	**50,960**
Total	**4,897,960**	**0**	**4,897,960**	**2,289,420**	**87.77%**	**2,608,540**	**1,698,389**	**1,387,050**

Washington County, Maryland
General Fund
Department 11525 - Fire Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	2,151,230	Increase is related to additional firefighters. Grant funding is recorded in revenues.
500005 - Wages - Part Time	362,650	Increase is requested. See personnel requests.
500010 - Wages - Overtime	56,000	Increase is requested. See personnel requests.
500040 - Other Wages	40,000	Increase is related to additional firefighters.
500100 - FICA - Employer	199,660	
500120 - Health Insurance	720,000	
500125 - Other Insurance	15,000	
500130 - Pension	559,320	
500140 - Workers Compensation	188,200	
500155 - Personnel Requests	225,570	Requesting increase of $100,000 in part-time wages from $362,650 to $462,650 plus benefits of $16,270 for a total of $116,270. We are seeing over 3,400 hours per month of volunteer station staffing request, however we can only cover about 1,450 hours per month at the current budget. To cover all requests we would need another $350,000 but that is not realistic with the full-time staffing needs.
500170 - Personal Development	5,280	
500171 - Employee Recognition	3,950	
500172 - Team Building	1,100	
505050 - Dues & Subscriptions	2,100	
505070 - Food and Supplies	500	

Washington County, Maryland
General Fund
Department 11525 - Fire Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505140 - Office Supplies	800	Office Supplies was reduced due to move $200 to 11520 EMS Operations so each department will have $800 each.
505170 - Postage	50	
505200 - Safety Equipment	6,000	
505210 - Safety Supplies	500	
510010 - Fleet Insurance	3,170	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
510030 - Public & Gen Liability Insurance	19,310	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
515180 - Software	0	Reduced due licenses are being purchased in FY21 for the 40 new firefighters. Yearly costs will be budgeted in 11440.
515270 - Maintenance Contract Services	78,000	
520000 - Training	42,000	Moving $1,500 from 11430 Special Operations with a an overall increase of $4,500. The training is increasing due to the hiring of 40 new firefighters.

Washington County, Maryland
General Fund
Department 11525 - Fire Operations
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
525000 - Supplies/Material - Operating	500	
526040 - Equipment Maintenance	500	
527000 - Supplies - Automotive	500	
527030 - Diesel Fuel	0	Reduced budget to zero due no longer have a diesel vehicle.
527040 - Diesel Fuel Tax	0	Reduced budget to zero due no longer have a diesel vehicle.
527060 - Auto Gasoline	5,340	Projected budget is 1,940 gallons x $2.75 = $5,335 (includes state gas tax), which is based on bids and short-term energy outlook forecasts. Rate per gallon is discounted with bid price as compared to retail prices.
527090 - Auto Repairs	6,000	
527100 - Auto Tires	1,500	Adding account to budget for the fleet's tires.
535010 - Copy Machine Rental	0	Reduced budget due to copy machine rental is not charged to this department.
535060 - Uniforms	25,000	Reduced due to the new 40 firefighters' uniforms were budgeted in FY21.
540010 - Wireless Communication	4,000	Budget increased due to moving wireless communications from 11430 Special Operations to Fire Operations.
599999 - Controllable Assets	157,500	Budget request is for 70 sets of turn-out gear for volunteer program. See support form.
600400 - Machinery & Equipment	16,730	The trailer is for a John Deere gator that previously housed at Special Operations on Frederick Street and is going to Leitersburg Fire Department. See support form.

Washington County, Maryland
Other Personnel Request Form
FY 2022

Department Number: 11525 **Department Name: Fire Operations**
Account: 500155

Description	Increase in Request	(Decrease) in Request	Explanation of Request (A memo may be attached if detail support is needed. Please summarize in this area.)
Change in part-time wage.			
Change in overtime wage.	109,300		Requesting to increase overtime wages by $94,000. With the hiring of 33 additional firefighters overtime is relative to training and holdovers and will increase, the total extent is not known. $94,000 plus benefits $15,300. Total request is $109,300.
Change in Shift Differential.			
	$109,300	$0	

Washington County, Maryland
Other Personnel Request Form
FY 2022

Department Number: 11525
Account: 500155

Department Name: Fire Operations

Description	Increase in Request	(Decrease) in Request	Explanation of Request (A memo may be attached if detail support is needed. Please summarize in this area.)
Change in part-time wage.	116,270		Requesting increase of $100,000 in part-time wages from $362,650 to $462,650 plus benefits of $16,270 for a total of $116,270. We are seeing over 3,400 hours per month of volunteer station staffing request, however we can only cover about 1,450 hours per month at the current budget. To cover all requests we would need another $350,000 but that is not realistic with the full-time staffing needs.
Change in overtime wage.			
Change in Shift Differential.			
	$116,270	$0	

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 11525

Department Name: Fire Operations

Account Number: 515180

Account Description: Software

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Telestaff licenses for employees	11,500	0		Y	Y	Need to buy 40 licenses for new firefighters.
Microsoft G1 for new employees	4,000	0		N	Y	40 licenses for new employees.
Total	**$15,500**	**$0**	**$0**			

● For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Washington County, Maryland
Other Capital Outlay (≥$1 and <$10,000)
FY 2022

Department Number: 11525

Department Name: Emergency Services - Fire Operations

Account Number: 599999

Account Description: Controllable Assets
(≥$1 and <$10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason for Request
1	Sets of turn-out gear	70	2,250	157,500	R	Volunteer turn-out gear program.
				0		
				0		
				0		
				0		
	Total			$157,500		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

• The County maintains assets that are considered capital assets in nature but are classified as controllable assets, due to the fact that they fall under the capitalization limits, i.e., **the cost of each item** is ≥$1 and <$10,000 (Transit or Golf Course <$5,000). Examples of controllable items are, but not limited to, chairs, desks, printers, equipment, machinery, weapons, computers. Controllable assets purchases are not a recurring expenditure and are to be purchased in accordance with the approved items by the County Commissioners. Emergency purchases may be supplanted if warranted.

Washington County, Maryland
Capital Outlay Request
FY 2022

Department Number: 11525

Department Name: Emergency Services - Fire Operations

Account Number: 600400

Account Description: Machinery and Equipment
(≥ $10,000 per item)

Priority Number *	Descriptions	Qty	Unit Cost	Total Cost Dept. Request	N or R	Explain Reason For Equipment Need and Disposition of Old, if Any. Number of hours, etc.
2	2021 United Trailers UXT-Series Enclosed Trailer	1	16,726	16,726	N	The trailer is for a John Deere gator that previously housed at Special Operations on Frederick Street and is going to Leitersburg Fire Department.
				0		
				0		
				0		
	Total			**$16,726**		

* Requests in accounts 599999 - 600800 need to be prioritized in order of need (highest to lowest) as a whole, with 1 being the highest priority. If there are requests in two or more accounts, there can only be a priority 1, priority 2, priority 3, etc. among all the accounts combined. A priority number can not be repeated throughout the accounts.

Machinery and equipment are physical assets, which:

- Are not attached permanently to land, buildings, or land improvements, have unique serial numbers, are capable of being moved, and can be acquired under a capital lease.
- Costs of machinery and equipment include the purchase price, net of purchase discounts, plus trade-in allowance, transportation charges, installation costs, taxes, and any other costs required to prepare the asset for its intended use. Machinery and equipment assets should be reported as acquisitions when the County receives the asset, not at the time when it pays the vendor for the acquisition. Examples are mowers, construction equipment.

Washington County, Maryland
General Fund
Department 93130 - Fire and Rescue Volunteer Services
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
500000 - Wages - Full Time	59,180	0	59,180	3,950	7.15%	55,230	0	0
500040 - Other Wages	270	0	270	270	100.00%	0	0	0
500100 - FICA - Employer	4,550	0	4,550	320	7.57%	4,230	0	0
500125 - Other Insurance	39,180	0	39,180	1,620	4.31%	37,560	34,417	34,417
500130 - Pension	615,390	0	615,390	100,180	19.44%	515,210	564,557	460,000
500140 - Workers Compensation	578,460	0	578,460	28,330	5.15%	550,130	472,451	701,327
500170 - Personal Development	120	0	120	0	0.00%	120	0	0
500171 - Employee Recognition	90	0	90	0	0.00%	90	0	0
500172 - Team Building	30	0	30	0	0.00%	30	0	0
Wages and Benefits	**1,297,270**	**0**	**1,297,270**	**134,670**	**11.58%**	**1,162,600**	**1,071,425**	**1,195,744**
502000 - Appropriations	6,376,740	0	6,376,740	1,086,040	20.53%	5,290,700	7,634,296	5,035,005
502300 - Reimbursable Expenses	126,000	0	126,000	15,000	13.51%	111,000	69,011	0
505010 - Advertising	0	0	0	0	0.00%	0	0	68
505140 - Office Supplies	0	0	0	0	0.00%	0	33	0
505150 - Other - Miscellaneous	453,000	0	453,000	0	0.00%	453,000	0	0
510010 - Fleet Insurance	196,260	0	196,260	28,300	16.85%	167,960	157,875	220,224
510020 - Property & Casualty Insurance	99,250	0	99,250	10,250	11.52%	89,000	86,661	91,725
510030 - Public & Gen Liability Insurance	95,090	0	95,090	9,090	10.57%	86,000	85,432	100,222
515000 - Contracted/Purchased Service	100,000	0	100,000	100,000	100.00%	0	176,260	44,750
515180 - Software	47,000	0	47,000	0	0.00%	47,000	44,727	44,727
515280 - Medical Fees	167,460	0	167,460	55,000	48.91%	112,460	66,477	70,394
527030 - Diesel Fuel	2,600	0	2,600	2,600	100.00%	0	0	0
527040 - Diesel Fuel Tax	390	0	390	390	100.00%	0	0	0
527060 - Auto Gasoline	0	0	0	(1,000)	(100.00)%	1,000	0	0
527090 - Auto Repairs	500	0	500	0	0.00%	500	0	0
540010 - Wireless Communication	600	0	600	(200)	(25.00)%	800	0	0
584040 - Program Costs	250,000	0	250,000	200,000	400.00%	50,000	6,929	16,547
Operating Expenses	**7,914,890**	**0**	**7,914,890**	**1,505,470**	**23.49%**	**6,409,420**	**8,327,701**	**5,623,662**

Washington County, Maryland
General Fund
Department 93130 - Fire and Rescue Volunteer Services
FY22 Expenses

	2022 Operating Budget Requested	Adjustment	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved	2020 Actuals Final	2019 Actuals Final
599999 - Controllable Assets	0	0	0	(4,400)	(100.00)%	4,400	0	0
Capital Outlay	**0**	**0**	**0**	**(4,400)**	**(100.00)%**	**4,400**	**0**	**0**
Total	**9,212,160**	**0**	**9,212,160**	**1,635,740**	**21.59%**	**7,576,420**	**9,399,126**	**6,819,406**

Washington County, Maryland
General Fund
Department 93130 - Fire and Rescue Volunteer Services
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
500000 - Wages - Full Time	59,180	
500040 - Other Wages	270	
500100 - FICA - Employer	4,550	
500125 - Other Insurance	39,180	
500130 - Pension	615,390	$600,000 is budgeted for the contribution to LOSAP and the remainder is budgeted for the full-time position of Coordinator of Volunteer Services.
500140 - Workers Compensation	578,460	
500170 - Personal Development	120	
500171 - Employee Recognition	90	
500172 - Team Building	30	
502000 - Appropriations	6,376,740	1,000,000 of the increase is for funding a plan that completed the work with eight EMS companies in gaining additional value and efficiencies through collective purchasing of health insurance. The current requested budget includes a 3.5% increase due to factors related to increases in insurance premiums. These costs also represent the original $25,000 firefighter subsidy that was brought forth in 2015 to the 15 county volunteer fire companies, 1 EMS rescue squad and the CRS Duty Officer which has been increased to 26,265, represents a 2.5% increase over last year. Fuel, vehicle maintenance and utilities have also been increased due to inflationary cost (3%).
502300 - Reimbursable Expenses	126,000	This is budgeted to reimburse the VFRA for the recruitment and retention coordinator's salary and benefits of $66,500, marketing expenses of $30,000, and other costs of $14,500. An increase of $15,000 is for background checks and fingerprinting for all new applicants.

Washington County, Maryland
General Fund
Department 93130 - Fire and Rescue Volunteer Services
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
505150 - Other - Miscellaneous	453,000	This provides for the continued funding for the volunteer call response incentive, company fundraising incentive and the company call response incentive. This program was originally funded in FY21.
510010 - Fleet Insurance	196,260	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers. $890 of the budget is for the Coordinator-Volunteer Services position.
510020 - Property & Casualty Insurance	99,250	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.
510030 - Public & Gen Liability Insurance	95,090	There is an overall percentage increase of 20.4% for all funds combined over prior year budget. The percentage decrease/increase varies by department or fund. Changes related to volume and/or claims experience paid in various departments. Human Resources insurance analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers.

Washington County, Maryland
General Fund
Department 93130 - Fire and Rescue Volunteer Services
FY22 Expenses

	2022 Operating Budget Requested	2022 Variance Comments Requested
515000 - Contracted/Purchased Service	100,000	Request is for third party services related to Independent Fire and EMS reimbursement in accordance with the Emergency Services Fiscal Policy. This is an annual Operating Budget cost that was unintentionally omitted in the FY21 Operating Budget.
515180 - Software	47,000	See support form.
515280 - Medical Fees	167,460	An increase of $55,000 is for cancer screenings.
527030 - Diesel Fuel	2,600	Estimated budget is 1,040 gallons x $2.50 = $2,600 (excludes taxes), which is based on bids and short-term energy outlook forecasts. Rate is discounted with new bid price including delivery as compared to retail prices. No longer using a gasoline vehicle, county position is driving a diesel vehicle. Diesel fuel is for the Coordinator-Volunteer Services position.
527040 - Diesel Fuel Tax	390	1,040 gallons x $0.3705 = $385. This account is for the Coordinator-Volunteer Services position.
527060 - Auto Gasoline	0	No longer using a gasoline vehicle.
527090 - Auto Repairs	500	This account is for the Coordinator-Volunteer Services position.
540010 - Wireless Communication	600	Reducing based on average monthly charge is $50 a month. The account was being charged to 11530, this has been corrected. Wireless Communication is for the Coordinator-Volunteer Services position.
584040 - Program Costs	250,000	$50,000 has been budgeted in the past for a volunteer incentive program administered by VFRA. The VFRA is requesting an additional $120,000 for term life insurance policy of $10,000 for each volunteer; and $80,000 for benefits such as fuel, food, training, standby events, and rewards for COVID responses and operations.

Washington County, Maryland
Account 515180
Software
FY 2022

Department Number: 93130

Department Name: WCVFRA

Account Number: 515180

Account Description: Software

Descriptions	FY21 Board Approval	Total Cost		New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
		FY22 Dept. Request	Board Approval			
Firehouse Reporting Software	47,000	47,000		N	Y	Annual software maintenance and support.
Total	**$47,000**	**$47,000**	**$0**			

- For the continuation of existing software maintenance contracts and for the purchase of software less than $10,000.

Form 1

Washington County, Maryland
Outside Agency Funding Request
FY2022

The Office of Budget and Finance
100 West Washington Street, Room 3100
Hagerstown, Maryland 21740
Phone: 240-313-2300
Fax: 240-313-2301

General Information

Organization	Washington County Volunteer Fire and Rescue Assn	Contact Person:	Dale Fishack		
Address:	1501 Pennsylvania Avenue	Telephone:	301-714-0812		
City	Hagerstown	State	MD	Zip Code	21742
E-mail:	wcvfrapres@verizon.net	Fax:	301-714-1537		

Summary of Funding Request

Program Name	Total Budget					County Funding Request			
	Prior	Current	Proposed	%		Prior	Current	Proposed	%
Wcvfra Operating Budget	$ 256,928	$ 285,000	$ 273,000	-4.2%	Form 2	$ -	$ -	$ -	0%
Recruitment and Retention Program	$ 79,577	$ 111,000	$ 126,000	13.5%	Form 3	$ 18,978	$ 111,000	$ 126,000	13.5%
Stipend Program and additional Voluntee	$ 11,225	$ 50,000	$ 130,000	160.0%	Form 4	$ 11,225	$ 50,000	$ 130,000	160.0%
Term Life Insurance for active volunteers	$ -	$ -	$ 120,000	100%	Form 5	$ -	$ -	$ 120,000	100%
Firehouse Software	$ 44,727	$ 47,000	$ 47,000	0.0%	Form 6	$ 44,727	$ 47,000	$ 47,000	0.0%
Physicals	$ -	$ 112,445	$ 167,445	48.9%	Form 7	$ -	$ 112,445	$ 167,445	48.9%
Total	$ 392,457	$ 605,445	$ 863,445	42.6%		$ 74,930	$ 320,445	$ 590,445	84.3%

Certification Statement and Other Documents

[x] Attach Year End Financial Statement (audited if available), if not already provided.

[x] Attach Form 990, the most recent year filed and completed, if applicable.

I certify that all information in this application as well as all supplied supporting data of this application are true and complete to the best of my knowledge and belief. I understand that material omission or false information contained in the application could constitute grounds for disqualification from funding. I further understand that by submitting an application, I am accepting the terms and conditions as approved by the County Commissioners of Washington County, MD for the programs specified. Expenditures are also subject to County audit.

I also represent and warrant that the organization does not discriminate on the basis of race, creed, sex, age, color, national origin, physical or mental disabilities for employment, or the achievement of the mission or goal of the organization.

I understand that any and all applications submitted may be considered public documents. As such, all applications may be viewable and obtained by the public under provisions of the Public Information Act, MD Code Ann., State Government Article 10-613.

Applicant's Signature G. Dale Fishack Jr.

Date 1/7/2021

Form 2a

Washington County, Maryland
Outside Agency Funding Request

Program Budget

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ -

Program Name: Wcvfra Operating Budget

Clients Served: 150,000

Program Description: 2022 Association Budget request approved at the December 2020 Washington County Volunteer Fire and Rescue Association Meeting.

Expenditures	Total Program Cost: Prior Year Actual	Total Program Cost: Current Year Budget	Total Program Cost: Requested Year Budget (round nearest $10)	Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
Personnel Costs:				
Wages	20,072	24,000	24,000	reduced cadet days due to covid - R&R see form 3
Fringe Benefits				
Payroll Taxes	1,535	2,800	2,800	
Total	$ 21,607	$ 26,800	$ 26,800	
Operating Costs:				
Audit	17,143	9000	9000	due to audit requirements by county
Building Maintenance	4,356	13600	13600	repairs not completed in 2020
Contract Services	11,334	11000	9000	
Vehicle Replacement	-	7500	0	
Equipment Maintenance	12,774	10500	11000	
Equipment/Lease	6,041	6000	5000	
Fuel/Oil	9,386	16500	16500	
Hardware/Software	10,450	9000	9000	
Insurance	716	15500	15500	
Fire Police	1,372	13000	13000	Sheriff Restricted their operations due to covid
Office Supplies	5,269	11300	9300	
Phone	14,521	14000	14000	
Safety Officers Program	2,792	5000	5000	
Utilities	2,346	3500	3500	
Vehicle Maintenance	23,968	15500	15500	Older vehicles require more service
Other (detail below):				
1. Career Studies Program	11,324	30500	30500	Covid restricted by school closings
2. Fire Prevention	1,346	12800	12800	covid restricted public operations
3. Rehab Unit	17,245	12000	12000	updates to volunteer area, higher food prices
4. Training	33,150	30000	30000	
5. Recruitment/Retention	38,109	12000	12000	see form 3
Total	$ 223,641	$ 258,200	$ 246,200	
Capital				
Equipment Purchases	11,680			New face fit test equipment
Total	$ 11,680	$ -	$ -	
Grand Total	$ 256,928	$ 285,000	$ 273,000	

Form 2b

Washington County, Maryland
Outside Agency Funding Request

Program Revenue

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ -

Program Name: Wcvfra Operating Budget

Clients Served: 150000

Program Description: 2022 Association Budget request approved at the December 2020 Washington County Volunteer Fire and Rescue Association Meeting.

Program Revenue	Total Program Revenue			Budget Justification
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	(Explain and justify each proposed budget line item for which an increase or decrease appears.)
Grants:				
County - general operating				
County - Gaming	206,390	224,000	202,000	
County - Community Funding				
County - other (list):				
1. refund fuel & Maint	59,103	-		
Federal		-		
State				
Contributions and bequests		10,000	10,000	
Municipal - other (detail):				
1.				
Total	$ 265,493	$ 234,000	$ 212,000	
Operating Income:				
Fundraising	6,566	6,000	6,000	Rehab fundraising
interest	47	500	500	
donations	3,800	4,350	14,350	
refunds	5,715			
Other:				
1. Wash Co Board of Education	-	7,500	7,500	Passthrough payment for Fire Academy Instructors extra
2. Member Companies	15,455	14,000	14,000	passthrough payments Active 911
3. Fire Police	1,200	13,000	13,000	
4. Insurance payments	588			
5. dues	5,650	5,650	5,650	Pass through state dues
Total	$ 39,020	$ 51,000	$ 61,000	
Other:				
Sale of Equipment				
Investment Income				
Loan Proceeds	8,277			Cares Act Loan
Total	$ 8,277	$ -	$ -	
Grand Total	$ 312,790	$ 285,000	$ 273,000	

Form 3a

Washington County, Maryland
Outside Agency Funding Request

Program Budget

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ 126,000

Program Name: Recruitment and Retention Program

Clients Served: 743

Program Description: Recruitment and Retention Coordinator and Retention Budget.

Expenditures	Total Program Cost			Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	
Personnel Costs:				
Wages	38,493	47,000	47,000	R&R Coordinator -
Fringe Benefits		16,000	16,000	paid during current year not last
Payroll Taxes	2,975	3,500	3,500	
Total	$ 41,468	$ 66,500	$ 66,500	
Operating Costs:				
Audit				
Building Maintenance				
Contract Services	27,420	30,000	30,000	Marketing and Media Expenses for Recruitment
Consultants				
Travel	2,715	2,000	2,000	Travel Allowance for coordinator for training
Hardware/Software				
Office Supplies	3,270	6,000	6,000	Printed Materials for Recruitment & Retention
Phone	1,704	1,500	1,500	Cell phone and tablet
Rent Expense				
Utilities				
Vehicle Maintenance				
Other (detail below):				
1. Retention Awards	3,000	5,000	5,000	Retention Award Costs
2. Background Checks etc.			15,000	New program for background checks and fingerprinting for all new applicants
3.				
4.				
5.				
Total	$ 38,109	$ 44,500	$ 59,500	Covid limitations on activities
Capital				
Equipment Purchases				
Hardware Purchases				
Other Capital Purchases				
Total	$ -	$ -	$ -	
Grand Total	$ 79,577	$ 111,000	$ 126,000	

Form 3b

Washington County, Maryland
Outside Agency Funding Request

Program Revenue

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ 126,000

Program Name: Recruitment and Retention Program

Clients Served: 743

Program Description: Recruitment and Retention Coordinator and Retention Budget.

Program Revenue	Total Program Revenue			Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appear.)
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	
Grants:				
County - general operating	18,978	111,000	126,000	New program for background checks and finger
County - Gaming				printing for all new applicants.
County - Community Funding				
County - other (list):				
1.				
Federal				
State				
Contributions and bequests				
Municipal - other (detail):				
1.				
Total	$ 18,978	$ 111,000	$ 126,000	
Operating Income:				
Fundraising				
Fees				
Other:				
1. wcvfra expenses	60,599			not reimbursed by county
2.				
3.				
4.				
5.				
Total	$ 60,599	$ -	$ -	
Other:				
Sale of Equipment				
Investment Income				
Loan Proceeds				
Total	$ -	$ -	$ -	
Grand Total	$ 79,577	$ 111,000	$ 126,000	

Form 4a

Washington County, Maryland
Outside Agency Funding Request

Program Budget

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ 130,000

Program Name: Stipend Program and additional Volunteer Awards

Clients Served: 150,000

Program Description: Stipend Program other volunteer incentives additional non-cash items for retention of volunteers.

Expenditures	Total Program Cost			Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	
Personnel Costs:				
Wages				
Fringe Benefits				
Payroll Taxes				
Total	$ -	$ -	$ -	
Operating Costs:				
Audit				
Building Maintenance				
Contract Services				
Insurance				
Interest Cost				
Office Supplies				
Phone				
Rent Expense				Volunteer Award Proposal to encourage responding
Utilities				
Vehicle Maintenance				volunteers to spend time at station to increase
Other (detail below):				responders per call and assist in keeping responses
1. Stipend Program	11,225	50,000	50,000	at the required level.
2. Additional Volunteer Incentives			80,000	Additional Benefits such as gas reimbursement
3.				food during training or other standby events
4.				rewards for covid responses and operations
5.				
Total	$ 11,225	$ 50,000	$ 130,000	Limited by covid Restrictions
Capital				
Equipment Purchases				
Hardware Purchases				
Other Capital Purchases				
Total	$ -	$ -	$ -	
Grand Total	$ 11,225	$ 50,000	$ 130,000	

Form 4b

Washington County, Maryland
Outside Agency Funding Request

Program Revenue

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ 130,000

Program Name: Stipend Program and additional Volunteer Awards

Clients Served: 150000

Program Description: Stipend Program other volunteer incentives additional non-cash items for retention of volunteers.

Program Revenue	Total Program Revenue: Prior Year Actual	Total Program Revenue: Current Year Budget	Total Program Revenue: Requested Year Budget (round nearest $10)	Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
Grants:				
County - general operating	11,225	50,000	130,000	limited by covid restrictions
County - Gaming				
County - Community Funding				
County - other (list):				
1.				
Federal				
State				
Contributions and bequests				
Municipal - other (detail):				
1.				
2.				
3.				
Total	$ 11,225	$ 50,000	$ 130,000	
Operating Income:				
Fund Raising				
Fees				
Other:				
1.				
2.				
3.				
4.				
5.				
Total	$ -	$ -	$ -	
Other:				
Sale of Equipment				
Investment Income				
Loan Proceeds				
Total	$ -	$ -	$ -	
Grand Total	$ 11,225	$ 50,000	$ 130,000	

Form 5a

Washington County, Maryland
Outside Agency Funding Request

Program Budget

Organization Name:	Washington County Volunteer Fire and Rescue Assn	Funding Request:	$ 120,000
Program Name:	Term Life Insurance for active volunteers with 50 points	# Clients Served:	745
Program Description:	To provide a term life insurance policy of 10,000 for each volunteer who earns the losap year of service the prior.		

Expenditures	Total Program Cost: Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
Personnel Costs:				
Wages				
Fringe Benefits				
Payroll Taxes				
Total	$ -	$ -	$ -	
Operating Costs:				
Audit				
Building Maintenance				Vehicle/Inland marine policy savings over 150,000
Contract Services			120,000	Based upon quotation using actual volunteer info for 2017
Consultants				Provides increased support to keep volunteers active
Equipment Maintenance				we have lost a net of 200 volunteers
Equipment/Lease				over the last 2 years
Fuel/Oil				
Hardware/Software				
Insurance				
Interest Cost				
Office Supplies				
Other (detail below):				
1.				
2.				
3.				
4.				
5.				
Total	$ -	$ -	$ 120,000	
Capital				
Equipment Purchases				
Hardware Purchases				
Other Capital Purchases				
Total	$ -	$ -	$ -	
Grand Total	$ -	$ -	$ 120,000	

Form 5b

Washington County, Maryland
Outside Agency Funding Request

Program Revenue

Organization Name:	Washington County Volunteer Fire and Rescue Assn	Funding Request:	$ 120,000
Program Name:	Term Life Insurance for active volunteers with 50 points	# Clients Served:	745
Program Description:	To provide a term life insurance policy of 10,000 for each volunteer who earns the losap year of service the prior.		

Program Revenue	Total Program Revenue			Budget Justification
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	(Explain and justify each proposed budget line item for which an increase or decrease appears.)
Grants:				
County - general operating			120,000	Vehicle/Inland marine policy savings over 150,000
County - Gaming				Based upon quotation using actual volunteer info for 2017
County - Community Funding				Provides increased support to keep volunteers active
County - other (list):				we have lost a net of 200 volunteers
1.				over the last 2 years
Federal				
State				
Contributions and bequests				
Municipal - other (detail):				
1.				
Total	$ -	$ -	$ 120,000	
Operating Income:				
Fund Raising				
Fees				
Other:				
1.				
2.				
3.				
4.				
5.				
Total	$ -	$ -	$ -	
Other:				
Sale of Equipment				
Investment Income				
Loan Proceeds				
Total	$ -	$ -	$ -	
Grand Total	$ -	$ -	$ 120,000	

Form 6a

Washington County, Maryland
Outside Agency Funding Request

Program Budget

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ 47,000

Program Name: Firehouse Software

Clients Served: 150,000

Program Description: Firehouse software is required for the reporting of NFIRS incident data to the Fire Marshal's office to secure state Senator Amos 508 funds. After 17 years of operating in station in 2015 the software was upgraded to be cloud hosted by Firehouse for security and ease of verification of standards and to insure reporting.

Expenditures	Total Program Cost			Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	
Personnel Costs:				
Wages				
Fringe Benefits				
Payroll Taxes				
Total	$ -	$ -	$ -	
Operating Costs:				
Audit				
Building Maintenance				
Contract Services	44,727	47,000	47,000	All fire alarms and runs are imported through the 911 cad
Consultants				the 911 cad program which are completed and reported
Equipment Maintenance				reported to the Fire Marshal each month
Equipment/Lease				per state law Through this Software as part
Fuel/Oil				of 5 year contract
Hardware/Software				
Insurance				
Interest Cost				
Office Supplies				
Other (detail below):				
1.				
2.				
3.				
4.				
5.				
Total	$ 44,727	$ 47,000	$ 47,000	
Capital				
Equipment Purchases				
Hardware Purchases				
Other Capital Purchases				
Total	$ -	$ -	$ -	
Grand Total	$ 44,727	$ 47,000	$ 47,000	

Form 6b

Washington County, Maryland
Outside Agency Funding Request

Program Revenue

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ 47,000

Program Name: Firehouse Software

Clients Served: 150000

Program Description: Firehouse software is required for the reporting of NFIRS incident data to the Fire Marshal's office to secure state Senator Amos 508 funds. After 17 years of operating in station in 2015 the software was upgraded to be cloud hosted by Firehouse for security and ease of verification of standards and to insure reporting.

Program Revenue	Total Program Revenue			Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	
Grants:				
County - general operating	44,727	47,000	47,000	
County - Gaming				
County - Community Funding				
County - other (list):				
1.				
Federal				
State				
Contributions and bequests				
Municipal - other (detail):				
1.				
2.				
3.				
Total	$ 44,727	$ 47,000	$ 47,000	
Operating Income:				
Fund Raising				
Fees				
Other:				
1.				
2.				
Total	$ -	$ -	$ -	
Other:				
Sale of Equipment				
Investment Income				
Loan Proceeds				
Total	$ -	$ -	$ -	
Grand Total	$ 44,727	$ 47,000	$ 47,000	

Form 7a

Washington County, Maryland
Outside Agency Funding Request

Program Budget

Organization Name: Washington County Volunteer Fire and Rescue Assn

Funding Request: $ 167,445

Program Name: Physicals

Clients Served: 315

Program Description: These are physicals required for Volunteer Fire and EMS responding personnel to comply with responding requirements. Additional vaccinations for tetanus and pertussis, New Recruits and career studies students.

Expenditures	Total Program Cost: Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
Personnel Costs:				
Wages				
Fringe Benefits				
Payroll Taxes				
Total	$ -	$ -	$ -	
Operating Costs:				
Audit				
Building Maintenance				
Contract Services		112,445	167,445	approx. 150 new each year and 165 renewals new online
Consultants				online listing with all po's and those in compliance
Equipment Maintenance				An increase of $55,000 is for cancer screenings.
Equipment/Lease				
Fuel/Oil				
Hardware/Software				
Rent Expense				
Utilities				
Vehicle Maintenance				
Other (detail below):				
1.				
2.				
3.				
4.				
5.				
Total	$ -	$ 112,445	$ 167,445	
Capital				
Equipment Purchases				
Hardware Purchases				
Other Capital Purchases				
Total	$ -	$ -	$ -	
Grand Total	$ -	$ 112,445	$ 167,445	

Form 7b

Washington County, Maryland
Outside Agency Funding Request

Program Revenue

Organization Name	Washington County Volunteer Fire and Rescue Assn	Funding Request	$ 167,445
Program Name:	Physicals	# Clients Served	315
Program Description:	These are physicals required for Volunteer Fire and EMS responding personnel to comply with responding requirements. Additional vaccinations for tetanus and pertussis, New Recruits and career studies students.		

Program Revenue	Total Program Revenue			Budget Justification (Explain and justify each proposed budget line item for which an increase or decrease appears.)
	Prior Year Actual	Current Year Budget	Requested Year Budget (round nearest $10)	
Grants:				
County - general operating		112,445	167,445	An increase of $55,000 is for cancer screenings.
County - Gaming				
County - Community Funding				
County - other (list):				
1.				
Federal				
State				
Contributions and bequests				
Municipal - other (detail):				
1.				
2.				
3.				
Total	$ -	$ 112,445	$ 167,445	
Operating Income:				
Fund Raising				
Fees				
Other:				
1.				
2.				
Total	$ -	$ -	$ -	
Other:				
Sale of Equipment				
Investment Income				
Loan Proceeds				
Total	$ -	$ -	$ -	
Grand Total	$ -	$ 112,445	$ 167,445	

Washington County, Maryland - Fire & EMS Allocations
Fiscal Year 2022

Company	Combined Allocation		Ems Allocation		Fire Allocation			Health Insurance	Total
	General	Utility	Response Assistance	Fuel & Maintenance	Response Assistance	Operating Subsidy	Fuel & Maintenance		
Fire Companies :									
Co. 1 Sharpsburg Volunteer Fire Company	48,000	0	0	0	26,009		0		74,009
Co. 2 Williamsport Volunteer Fire Company	96,000	0	121,790	0	26,009		0		243,799
Co. 4 Clear Spring Volunteer Fire Company	48,000	0	0	0	26,009		0		74,009
Co. 5 Hancock Volunteer Fire Company	48,000	0	0	0	26,009		0		74,009
Co. 6/8 Boonsboro Volunteer Fire Company	96,000	0	0	0	52,019		0		148,019
Co. 7 Smithsburg Volunteer Fire Company	48,000	0	0	0	26,009		0		74,009
Co. 9 Leitersburg Volunteer Fire Company	48,000	0	0	0	26,009		0		74,009
Co. 10 Funkstown Volunteer Fire Company	48,000	0	0	0	26,009	0	0		74,009
Co. 11 Potomac Valley Fire Company	48,000	0	0	0	26,009	0	0		74,009
Co. 12 Fairplay Volunteer Fire Company	48,000	0	0	0	26,009	0	0		74,009
Co. 13 Maugansville Volunteer Fire Company	48,000	0	0	0	26,009	0	0		74,009
Co. 16 Mt. Aetna Volunteer Fire Company	48,000	0	0	0	26,009	0	0		74,009
Co. 26 Halfway Volunteer Fire Company	96,000	0	217,730	0	26,009	0	0		339,739
Co. 27 Longmeadow Volunteer Fire Company	48,000	0	0	0	26,009	0	0		74,009
E-1 First Hagerstown Hose	24,500	0	0	0	0	0	0		24,500
E-2 Antietam Fire	24,500	0	0	0	0	0	0		24,500
E-3 Independent Junior Fire	24,500	0	0	0	0	0	0		24,500
E-4 Western Enterprise	24,500	0	0	0	0	0	0		24,500
E- 5 South Hagerstown Fire	24,500	0	0	0	0	0	0		24,500
Truck 1/11 Pioneer Hook and Ladder	24,500	0	0	0	0	0	0		24,500
Blue Ridge Summit Fire Co	1,050	0	0	0	0	0	0		1,050
Brunswick Volunteer Fire Co	1,050	0	0	0	0	0	0		1,050
Co. 14 Rehab Unit & Safety Officers (WCVFRA)	0	0	0	0	0	0	0		0
	965,100	0	339,520	0	390,141	0	0		1,694,761
EMS Companies :									
Co. 19 Sharpsburg Area Rescue Service	48,000	0	316,740	0	0	0	0		364,740
Co. 49 Clear Spring Volunteer Ambulance Service	48,000	0	293,890	0	0	0	0		341,890
Co. 59 Hancock Volunteer Ambulance Service	48,000	0	284,040	0	26,009	0	0		358,049
Co. 69 Boonsboro Volunteer Ambulance Service	48,000	0	120,940	0	0	0	0		168,940
Co. 75 Community Rescue Service	96,000	0	457,500	0	0	0	0		553,500
Co. 75 Community Rescue Service - Duty Officer	0	0	25,375	0	0	0	0		25,375
Co. 79 Smithsburg Emergency Medical Service	48,000	0	213,900	0	0	0	0		261,900
Blue Ridge Summit Ambulance Service	1,050	0	0	0	0	0	0		1,050
Brunswick Ambulance Service	1,050	0	0	0	0	0	0		1,050
	338,100	0	1,712,385	0	416,150	0	0		2,076,494
					0				
Total Fire & Rescue Funding	**1,303,200**	**531,076**	**2,051,905**	**517,014**	**416,150**	**0**	**527,393**	**1,030,000**	**6,376,738**
					0				
					0				
Total Appropriations Budget	**1,303,200**	**531,076**	**2,051,905**	**517,014**	**416,150**		**527,393**	**1,030,000**	**6,376,738**

Open Session Item

SUBJECT: FY2021 Budget Adjustment

PRESENTATION DATE: March 2, 2020

PRESENTATION BY: Sara Greaves, Chief Financial Officer

RECOMMENDED MOTION: To approve the budget adjustment as provided.

REPORT-IN-BRIEF: Prior to each bond issuance, county projects are reviewed to ensure that the funding is needed and bonded at the appropriate time.

DISCUSSION: Several adjustments have been made to the bonds that were approved in the FY21 Capital Budget.

Tax Supported Bonds

Reductions - The Eastern Boulevard II construction has been delayed due to timing of the first phase. Wright Road is planned for FY21-24 and is able to use bonds in later years. Eastern Boulevard Phase II and Wright Road will receive redirected funding in Draft 2 of the Capital plan for completion of those projects.

Increases – Bonds will be redirected from the above projects for the completion of Professional Boulevard Phases 2-4.

Self-supported Bonds

Reductions – Close out Cap Rubble can be funded with solid waste cash reserves instead of debt. Pump station upgrades- various locations currently has sufficient funding and bonds are not needed. Bonds for the capacity management project and Smithsburg WwTP upgrade should be issued next year, as construction begins, rather than now. This will also provide time for the state to make a decision on possible loan funding which could provide a savings in debt service cost to the fund.

FISCAL IMPACT: N/A

CONCURRENCES: Not applicable

ALTERNATIVES: Not Applicable

ATTACHMENTS: Budget Adjustment

AUDIO/VISUAL NEEDS: Not applicable

Washington County, Maryland
Budget Adjustment Form

Print Form

(•) Budget Amendment - Increases or decrease the total spending authority of an accounting fund or department

( ) Budget Transfer - Moves revenues or expenditures from one account to another or between budgets or funds.

Transaction/Post -Finance	
Deputy Director - Finance	Kelcee Mace Digitally signed by Kelcee Mace Date: 2021.02.08 17:15:58 -05'00'
Preparer, if applicable	

Department Head Authorization		Required approval with date	
Division Director / Elected Official Authorization	Sara Greaves Digitally signed by Sara Greaves Date: 2021.02.11 11:00:38 -05'00'	If applicable with date	
Budget & Finance Director Approval		Required approval with date	
County Administrator Approval		Required approval with date	
County Commissioners Approval		Required > $ 25,000 with date	

Expenditure / Account Number	Fund Number	Department Number	Project Number	Grant Number	Activity Code	Department and Account Description	Increase (Decrease) + / -
498017	30	11620	RDI044		0000	Bond Fund - 2021	-2,081,000
599999	30	11620	RDI044		CNST	Eastern Boulevard Widening Ph II	-2,081,000
498017	30	11620	RDI056		0000	Bond Fund - 2021	500,000
599999	30	11620	RDI056		CNST	Professional Boulevard Extended Ph II	500,000
498017	30	11620	RDI064		0000	Bond Fund - 2021	1,135,000
599999	30	11620	RDI064		CNST	Professional Boulevard Extended Ph III	1,135,000
498017	30	11620	RDI071		0000	Bond Fund - 2021	800,000
599999	30	11620	RDI071		CNST	Professional Boulevard Extended Ph IV	800,000
498017	30	11620	RDI070		0000	Bond Fund - 2021	-354,000

Explain Budget Adjustment	Prior to each bond issuance, county projects are reviewed to ensure that the funding is needed and bonded at the appropriate time. Several changes are being requested.

Required Action by County Commissioners	( ) No Approval Required	(•) Approval Required	Approval Date if Known	

Expenditure / Account Number	Fund Number	Department Number	Project Number	Grant Number	Activity Code	Account Description	Increase (Decrease) + / -
599999	30	11620	RDI070		CNST	Wright Road	-354,000
498017	31	21010	CAP003		0000	Bond Fund - 2021	-190,000
498721	31	21010	CAP003		CNST	Capital Transfer - Solid Waste (Reserves)	190,000
498017	32	42010	LIN034		0000	Bond Fund - 2021	-275,000
599999	32	42010	LIN034		CNST	Pump Station Upgrades - Various Stations	-275,000
498017	32	42010	LIN042		0000	Bond Fund - 2021	-6,440,000
599999	32	42010	LIN042		CNST	Capacity Management Project	-6,440,000
498017	32	42010	TRP021		0000	Bond Fund - 2021	-3,000,000
599999	32	42010	TRP021		CNST	Smithsburg WWTP ENR Upgrade	-3,000,000

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: FY2022 General Fund Budget – Draft 1 (Requested Version)

PRESENTATION DATE: March 2, 2020

PRESENTATION BY: Sara Greaves, Chief Financial Officer; Kim Edlund, Director Budget & Finance

RECOMMENDED MOTION: For informational purposes only

REPORT-IN-BRIEF: Draft 1 (Requested Version) General Fund revenue and expense summaries will be presented, along with a 5-year outlook.

DISCUSSION: The General fund budget is not yet balanced for FY22. What is being presented today includes amounts requested by the departments and outside agencies for consideration. The Office of Budget and Finance will recommend adjustments to these requests at a future date in order to balance the budget for FY22. Consideration of future obligations will be a primary factor in balancing the FY22 budget.

FISCAL IMPACT: Not yet balanced

CONCURRENCES: Not applicable

ALTERNATIVES: Not Applicable

ATTACHMENTS: Draft 1 General fund Revenue Summary, Draft 1 General Fund Expense Summary, 5-year budget document – Draft 1

AUDIO/VISUAL NEEDS: Not applicable

Washington County, Maryland
General Fund Revenues - Requested
FY22

	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved
<u>General Revenues</u>				
<u>Property Tax</u>				
400000 - Real Estate Tax - Current	121,331,450	1,866,870	1.56%	119,464,580
400120 - Corp Personal Prop - Current	14,510,190	453,080	3.22%	14,057,110
400140 - State Administration Fees	(520,000)	100,000	(16.13)%	(620,000)
400200 - Interest - Current Year	380,000	0	0.00%	380,000
400210 - Interest - Prior Year	15,000	0	0.00%	15,000
400220 - County Payment In Lieu of Tax	285,000	1,900	0.67%	283,100
400230 - Enterprise Zone Tax Reimburse	548,640	309,160	129.10%	239,480
400250 - Service Chg - Semi-annual tax	50,000	(90,000)	(64.29)%	140,000
400260 - Property Tax Sales	60,000	0	0.00%	60,000
400300 - Enterprise Zone Tax Credit	(1,097,270)	(618,320)	129.10%	(478,950)
400320 - County Homeowners Tax Credit	(220,000)	0	0.00%	(220,000)
400330 - Agricultural Tax Credit	(450,000)	(20,000)	4.65%	(430,000)
400345 - Other Tax Credits	(85,000)	0	0.00%	(85,000)
400355 - Veteran's Disabled Tax Credit	(320,000)	(45,000)	16.36%	(275,000)
400400 - Disc Allowed on Property Tax	(340,000)	0	0.00%	(340,000)
496020 - Federal Pay in Lieu of Taxes	23,230	480	2.11%	22,750
	134,171,240	**1,958,170**	**1.48%**	**132,213,070**
<u>Local Tax</u>				
400500 - Income Tax	100,957,190	12,474,110	14.10%	88,483,080
400510 - Admissions & Amusements Tax	150,000	(60,000)	(28.57)%	210,000
400520 - Recordation Tax	6,500,000	500,000	8.33%	6,000,000
400530 - Trailer Tax	100,000	(150,000)	(60.00)%	250,000
	107,707,190	**12,764,110**	**13.44%**	**94,943,080**
<u>Interest</u>				
404400 - Interest - Investments	450,000	0	0.00%	450,000
404410 - Interest - Municipal Investment	50,000	0	0.00%	50,000
	500,000	**0**	**0.00%**	**500,000**
Total General Revenues	**242,378,430**	**14,722,280**	**6.47%**	**227,656,150**

Program Revenues

Circuit Court

486070 - Reimbursed Exp - Circuit Court	8,420	0	0.00%	8,420
486075 - Circuit Court - Jurors	75,000	0	0.00%	75,000
	83,420	**0**	**0.00%**	**83,420**

Weed Control

403120 - Weed Control Fees	321,180	(2,120)	(0.66)%	323,300
	321,180	**(2,120)**	**(0.66)%**	**323,300**

General

403135 - Sheriff Auxiliary	40,000	30,000	300.00%	10,000
404510 - Rental - Building	70,000	0	0.00%	70,000
485000 - Reimburse Administrative	6,500	0	0.00%	6,500
490000 - Miscellaneous	150,000	0	0.00%	150,000
490010 - Gain or Loss on Sale of Asset	50,000	0	0.00%	50,000
490080 - Bad Check Fees	750	0	0.00%	750
490200 - Registration Fees	3,000	0	0.00%	3,000
490210 - Sponsorships	24,000	0	0.00%	24,000
	344,250	**30,000**	**9.55%**	**314,250**

Plan Review & Permitting

401040 - Miscellaneous Licenses	700	0	0.00%	700
401070 - Building Permits - Residential	148,500	0	0.00%	148,500
401080 - Building Permits - Commerical	135,000	0	0.00%	135,000
401085 - Municipal Fees	10,000	0	0.00%	10,000
401090 - Electrical Licenses Fees	7,500	0	0.00%	7,500
401100 - Electrical Permit - Residential	180,000	0	0.00%	180,000
401110 - Electrical Permit - Commercial	117,000	0	0.00%	117,000
401115 - HVAC Registration Fees	10,000	7,000	233.33%	3,000
401120 - HVAC Permit - Residential	85,500	0	0.00%	85,500
401130 - HVAC Permit - Commercial	42,300	0	0.00%	42,300
401140 - Other Permit Fees	37,800	0	0.00%	37,800
401160 - Plumbing Licenses Fees	20,000	15,000	300.00%	5,000
401170 - Plumbing Permits - Residential	99,000	0	0.00%	99,000
401180 - Plumbing Permits - Commercial	37,800	0	0.00%	37,800
402020 - Fines & Forfeitures	0	(100)	(100.00)%	100
403035 - Technology Fees	60,000	0	0.00%	60,000
403045 - Review Fees	140,400	0	0.00%	140,400
440110 - Drawings/Blue Line Prints	200	0	0.00%	200
486010 - Reimbursed Exp - Plan Review	0	(200)	(100.00)%	200
486045 - Reimbursed Expense - Other	10,000	0	0.00%	10,000
	1,141,700	**21,700**	**1.94%**	**1,120,000**

<u>**Engineering**</u>				
440110 - Drawings/Blue Line Prints	0	(3,000)	(100.00)%	3,000
	0	**(3,000)**	**(100.00)%**	**3,000**
<u>**Construction**</u>				
401140 - Other Permit Fees	500	0	0.00%	500
401145 - Temp. Occupancy Fee - Commercial	900	(900)	(50.00)%	1,800
403035 - Technology Fees	250	0	0.00%	250
403045 - Review Fees	7,000	0	0.00%	7,000
	8,650	**(900)**	**(9.42)%**	**9,550**
<u>**Planning and Zoning**</u>				
403030 - Zoning Appeals	12,000	0	0.00%	12,000
403040 - Rezoning	7,000	0	0.00%	7,000
403050 - Development Fees	10,000	0	0.00%	10,000
403055 - Other Planning Fees	400	0	0.00%	400
	29,400	**0**	**0.00%**	**29,400**
<u>**Sheriff - Judicial**</u>				
402010 - Peace Order Service	5,000	0	0.00%	5,000
403010 - Sheriff Fees - Judicial	50,000	0	0.00%	50,000
	55,000	**0**	**0.00%**	**55,000**
<u>**Sheriff - Process Servers**</u>				
402010 - Peace Order Service	214,000	0	0.00%	214,000
	214,000	**0**	**0.00%**	**214,000**
<u>**Sheriff - Patrol**</u>				
402000 - Parking Violations	4,000	3,000	300.00%	1,000
402040 - School Bus Camera Fines	30,000	0	0.00%	30,000
403000 - Speed Cameras	1,300,000	(300,000)	(18.75)%	1,600,000
486020 - Reimbursed Exp - Patrol	62,660	(24,340)	(27.98)%	87,000
490020 - Sale of Publications	6,500	0	0.00%	6,500
	1,403,160	**(321,340)**	**(18.63)%**	**1,724,500**
<u>**Sheriff - Central Booking**</u>				
404510 - Rental - Building	15,720	0	0.00%	15,720
	15,720	**0**	**0.00%**	**15,720**

Sheriff - Detention Center				
403080 - Housing Federal Prisoners	450	0	0.00%	450
403090 - Housing State Prisoners	175,000	0	0.00%	175,000
403100 - Home Detention Fees	18,000	7,000	63.64%	11,000
403110 - Prisoners Release Program Fees	0	(8,000)	(100.00)%	8,000
486050 - Reimbursed Exp - Detention	1,500	0	0.00%	1,500
486055 - Alien Inmate Reimbursement	15,000	0	0.00%	15,000
486060 - Soc Sec Inc Reimbursement	10,000	(5,000)	(33.33)%	15,000
	219,950	**(6,000)**	**(2.66)%**	**225,950**
Sheriff - Day Reporting Center				
403075 - Day Reporting Fees	10,000	0	0.00%	10,000
	10,000	**0**	**0.00%**	**10,000**
Sheriff - Narcotics Task Force				
486030 - Reimbursed Exp - NTF	404,660	11,170	2.84%	393,490
	404,660	**11,170**	**2.84%**	**393,490**
Sheriff - Washington County Police Academy				
403015 - Academy Fees	59,840	(39,160)	(39.56)%	99,000
	59,840	**(39,160)**	**(39.56)%**	**99,000**
Emergency Services				
403060 - Alarm Termination Fee	30,000	0	0.00%	30,000
486040 - Reimbursed Exp - Emer Management	405,630	0	0.00%	405,630
403070 - EMCS Salary Reimbursement	15,600	0	0.00%	15,600
	451,230	**0**	**0.00%**	**451,230**
Wireless Communications				
404520 - Rental - Other	46,000	0	0.00%	46,000
	46,000	**0**	**0.00%**	**46,000**
Parks				
404000 - Sale of Wood	0	(8,000)	(100.00)%	8,000
404010 - Rental Fees	0	(35,000)	(100.00)%	35,000
404020 - Ballfield Fees	0	(8,000)	(100.00)%	8,000
404030 - Ballfield Lighting Fees	0	(1,000)	(100.00)%	1,000
404040 - Concession Fees	0	(5,000)	(100.00)%	5,000
404300 - Program Fees	0	(9,000)	(100.00)%	9,000
490060 - Park Contrib from Residents	0	(1,000)	(100.00)%	1,000
499420 - Fuel	0	(2,000)	(100.00)%	2,000
	0	**(69,000)**	**(100.00)%**	**69,000**
Buildings, Grounds, & Facilities				
499420 - Fuel	2,000	2,000	0.00%	0
	2,000	**2,000**	**0.00%**	**0**

Martin L. Snook Pool				
404100 - Swimming Pool Fees	57,000	0	0.00%	57,000
404110 - Swimming Pool - Concession Fee	15,000	0	0.00%	15,000
	72,000	**0**	**0.00%**	**72,000**
Parks and Recreation				
404000 - Sale of Wood	8,000	8,000	0.00%	0
404010 - Rental Fees	35,000	35,000	0.00%	0
404020 - Ballfield Fees	8,000	8,000	0.00%	0
404030 - Ballfield Lighting Fees	1,000	1,000	0.00%	0
404040 - Concession Fees	5,000	5,000	0.00%	0
404300 - Program Fees	300,000	(38,620)	(11.41)%	338,620
490060 - Park Contrib from Residents	1,000	1,000	0.00%	0
	358,000	**19,380**	**5.72%**	**338,620**
Total Charges for Services	**5,240,160**	**(357,270)**	**(6.38)%**	**5,597,430**
Grants				
495000 - Operating Grants	300,000	0	0.00%	300,000
496110 - State Aid - Police Protection	717,440	5,440	0.76%	712,000
496115 - SAFER	2,693,590	2,693,590	0.00%	0
496120 - 911 Fees	1,257,000	0	0.00%	1,257,000
401190 - Marriage Licenses	50,000	0	0.00%	50,000
401210 - Trader's License	200,000	0	0.00%	200,000
402020 - Fines & Forfeitures	20,000	0	0.00%	20,000
403130 - Marriage Ceremony Fees	3,000	(1,000)	(25.00)%	4,000
496130 - State Park Fees	100,000	0	0.00%	100,000
Total Grants for Operations	**5,341,030**	**2,698,030**	**102.08%**	**2,643,000**
Total Program Revenues	**10,581,190**	**2,340,760**	**28.41%**	**8,240,430**
Total General Fund Proposed Revenue	**252,959,620**	**17,063,040**	**7.23%**	**235,896,580**

Washington County, Maryland
General Fund Expenditures - Requested
FY22

	2022 Operating Budget Requested	$ Change	% Change	2021 Operating Budget Approved
Education				
Direct Primary				
90000 - Board of Education	110,741,270	7,533,170	7.30%	103,208,100
	110,741,270	**7,533,170**	**7.30%**	**103,208,100**
Secondary				
90040 - Hagerstown Community College	10,035,290	0	0.00%	10,035,290
	10,035,290	**0**	**0.00%**	**10,035,290**
Other Education				
93400 - Free Library	3,323,510	141,500	4.45%	3,182,010
10990 - Clear Spring Library Building	11,450	450	4.09%	11,000
10991 - Smithsburg Library Building	11,450	450	4.09%	11,000
10992 - Boonsboro Library Building	11,450	450	4.09%	11,000
10993 - Hancock Library Building	11,000	0	0.00%	11,000
	3,368,860	**142,850**	**4.43%**	**3,226,010**
Total Education	**124,145,420**	**7,676,020**	**6.59%**	**116,469,400**
Public Safety				
Sheriff				
11300 - Judicial	3,072,840	94,240	3.16%	2,978,600
11305 - Process Server	170,700	3,040	1.81%	167,660
11310 - Patrol	13,340,470	644,390	5.08%	12,696,080
11311 - Sheriff Auxiliary	40,000	40,000	0.00%	0
11315 - Central Booking	1,084,260	29,130	2.76%	1,055,130
11320 - Detention Center	16,648,460	576,260	3.59%	16,072,200
11321 - Day Reporting Center	475,740	(3,720)	(0.78)%	479,460
11330 - Narcotics Task Force	989,760	32,910	3.44%	956,850
11335 - Washington County Police Academy	59,840	(39,160)	(39.56)%	99,000
	35,882,070	**1,377,090**	**3.99%**	**34,504,980**
Emergency Services				
11420 - Air Unit	28,060	(660)	(2.30)%	28,720
11430 - Special Operations	325,340	206,500	173.76%	118,840
11440 - 911 Communications	6,281,590	384,720	6.52%	5,896,870
11520 - EMS Operations	2,626,460	(159,440)	(5.72)%	2,785,900

11525 - Fire Operations	4,897,960	2,289,420	87.77%	2,608,540
11530 - Emergency Management	215,490	(11,370)	(5.01)%	226,860
11535 - Public Safety Training Center	0	0	0.00%	0
93110 - Civil Air Patrol	3,600	0	0.00%	3,600
93130 - Fire and Rescue Volunteer Services	9,212,160	1,635,740	21.59%	7,576,420
	23,590,660	**4,344,910**	**22.58%**	**19,245,750**
Other Public Safety				
93100 - Humane Society of Washington County	1,545,270	143,670	10.25%	1,401,600
	1,545,270	**143,670**	**10.25%**	**1,401,600**
Total Public Safety	**61,018,000**	**5,865,670**	**10.64%**	**55,152,330**
Operating and Capital Transfers				
Operating				
91020 - Highway	9,538,300	211,680	2.27%	9,326,620
91021 - Solid Waste	496,080	0	0.00%	496,080
91022 - Cascade Town Centre	163,150	163,150	0.00%	0
91023 - Agricultural Education Center	231,340	31,730	15.90%	199,610
91024 - Grant Management	349,010	75,930	27.81%	273,080
91028 - Land Preservation	28,930	(1,950)	(6.31)%	30,880
91029 - HEPMPO	10,030	280	2.87%	9,750
91040 - Utility Administration	414,690	182,620	78.69%	232,070
91041 - Water	107,370	0	0.00%	107,370
91044 - Transit	1,046,100	346,340	49.49%	699,760
91046 - Golf Course	349,820	11,980	3.55%	337,840
92010 - Municipality in Lieu of Bank Shares	38,550	0	0.00%	38,550
	12,773,370	**1,021,760**	**8.69%**	**11,751,610**
Capital				
91230 - Capital Improvement Fund	6,730,000	5,930,000	741.25%	800,000
12700 - Debt Service	15,272,790	(534,480)	(3.38)%	15,807,270
	22,002,790	**5,395,520**	**32.49%**	**16,607,270**
Total Operating/Capital Transfers	**34,776,160**	**6,417,280**	**22.63%**	**28,358,880**
General Government				
Courts				
10200 - Circuit Court	2,013,040	142,310	7.61%	1,870,730
10210 - Orphans Court	36,150	(220)	(0.60)%	36,370
10220 - State's Attorney	4,160,540	197,370	4.98%	3,963,170
	6,209,730	**339,460**	**5.78%**	**5,870,270**

<u>State</u>				
10400 - Election Board	1,962,300	568,560	40.79%	1,393,740
12300 - Soil Conservation	330,880	112,700	51.65%	218,180
12400 - Weed Control	321,180	2,980	0.94%	318,200
12410 - Environmental Pest Management	45,500	0	0.00%	45,500
94000 - Health Department	2,339,270	0	0.00%	2,339,270
94010 - Social Services	446,010	10,450	2.40%	435,560
94020 - University of MD Extension	244,930	4,110	1.71%	240,820
94030 - County Cooperative Extension	38,730	0	0.00%	38,730
	5,728,800	**698,800**	**13.89%**	**5,030,000**
<u>Community Funding</u>				
93000 - Community Funding	774,000	0	0.00%	774,000
	774,000	**0**	**0.00%**	**774,000**
<u>County Administrator</u>				
10300 - County Administrator	383,220	26,750	7.50%	356,470
10310 - Public Relations and Marketing	485,340	18,240	3.90%	467,100
12500 - Business Development	722,340	28,120	4.05%	694,220
	1,590,900	**73,110**	**4.82%**	**1,517,790**
<u>General Operations</u>				
10100 - County Commissioners	371,210	31,480	9.27%	339,730
10110 - County Clerk	197,880	7,780	4.09%	190,100
10530 - Treasurer	546,760	(4,980)	(0.90)%	551,740
10600 - County Attorney	767,920	29,270	3.96%	738,650
10700 - Human Resources	1,093,000	28,990	2.72%	1,064,010
11200 - General Operations	627,370	(15,810)	(2.46)%	643,180
	3,604,140	**76,730**	**2.18%**	**3,527,410**
<u>Budget and Finance Division</u>				
10500 - Budget and Finance	1,670,840	104,410	6.67%	1,566,430
10510 - Independent Accounting & Auditing	70,000	0	0.00%	70,000
10520 - Purchasing	519,640	17,010	3.38%	502,630
	2,260,480	**121,420**	**5.68%**	**2,139,060**
<u>Information Technology</u>				
11000 - Information Technology	3,320,480	649,580	24.32%	2,670,900
11540 - Wireless Communication	1,403,640	74,340	5.59%	1,329,300
	4,724,120	**723,920**	**18.10%**	**4,000,200**
<u>Other</u>				
11100 - Women's Commission	2,000	0	0.00%	2,000
11140 - Diversity and Inclusion Committee	2,000	0	0.00%	2,000
11550 - Forensic Investigator	30,000	5,000	20.00%	25,000
93230 - Commission on Aging	944,150	123,150	15.00%	821,000
93300 - Museum of Fine Arts	120,000	0	0.00%	120,000
	1,098,150	**128,150**	**13.21%**	**970,000**

Buildings				
10900 - Martin Luther King Building	99,420	320	0.32%	99,100
10910 - Administration Building	322,310	5,710	1.80%	316,600
10930 - Court House	291,030	(287,060)	(49.66)%	578,090
10940 - County Office Building	226,050	12,820	6.01%	213,230
10950 - Administration Annex	55,450	340	0.62%	55,110
10960 - Dwyer Center	33,450	(140)	(0.42)%	33,590
10965 - Election Board Facility	100,740	40,570	67.43%	60,170
10970 - Central Services	130,850	2,550	1.99%	128,300
10980 - Rental Properties	6,020	20	0.33%	6,000
10985 - Senior Center Building	11,450	450	4.09%	11,000
11325 - Public Facilities Annex	82,340	4,740	6.11%	77,600
	1,359,110	**(219,680)**	**(13.91)%**	**1,578,790**
Parks				
11900 - Parks	0	(2,205,190)	(100.00)%	2,205,190
12000 - Martin L. Snook Pool	155,830	6,830	4.58%	149,000
12200 - Parks and Recreation	1,314,640	279,380	26.99%	1,035,260
	1,470,470	**(1,918,980)**	**(56.62)%**	**3,389,450**
Public Works				
11600 - Public Works	256,950	10,830	4.40%	246,120
11910 - Buildings, Grounds & Facilities	2,244,770	2,244,770	0.00%	0
	2,501,720	**2,255,600**	**916.46%**	**246,120**
Plan Review & Permitting, Engineering and Construction				
11610 - Plan Review & Permitting	1,543,690	23,460	1.54%	1,520,230
11620 - Engineering	2,307,280	(36,830)	(1.57)%	2,344,110
11630 - Construction	2,257,370	109,920	5.12%	2,147,450
	6,108,340	**96,550**	**1.61%**	**6,011,790**
Planning and Zoning				
10800 - Planning and Zoning	837,180	31,930	3.97%	805,250
10810 - Zoning Appeals	55,740	(100)	(0.18)%	55,840
	892,920	**31,830**	**3.70%**	**861,090**
Total Other Government Programs	**38,322,880**	**2,406,910**	**6.70%**	**35,915,970**
Total Expenditures	**258,262,460**	**22,365,880**	**9.48%**	**235,896,580**

Washington County, Maryland
Long Range Financial Projections

Draft 1 FY22 Long Term Plan

Source	2021 Approved	2022 Requested	2022 Growth %	2022 $ Change	2023 Projected	2023 Growth %	2023 $ Change	2024 Projected	2024 Growth %	2024 $ Change	2025 Projected	2025 Growth %	2025 $ Change	2026 Projected	2026 Growth %	2026 $ Change
											SAFER Grant Removed			SAFER Grant Removed		
General Revenue																
Real Estate/Property Tax	132,213,070	134,171,240	1.5%	1,958,170	137,525,521	2.5%	3,354,281	140,963,659	2.5%	3,438,138	144,487,751	2.5%	3,524,091	148,099,944	2.5%	3,612,194
Income Tax	80,701,710	94,268,510	16.8%	13,566,800	97,096,565	3.0%	2,828,055	100,009,462	3.0%	2,912,897	103,009,746	3.0%	3,000,284	106,100,039	3.0%	3,090,292
Disparity	7,781,370	6,688,680	-14.0%	(1,092,690)	6,822,454	2.0%	133,774	6,958,903	2.0%	136,449	7,098,081	2.0%	139,178	7,240,042	2.0%	141,962
Admission and Amusement Tax	210,000	150,000	-28.6%	(60,000)	150,000	0.0%	0	150,000	0.0%	0	150,000	0.0%	0	150,000	0.0%	0
Recordation Tax	6,000,000	6,500,000	0.0%	500,000	6,500,000	0.0%	0	6,500,000	0.0%	0	6,500,000	0.0%	0	6,500,000	0.0%	0
Trailer	250,000	100,000	-60.0%	(150,000)	100,000	0.0%	0	100,000	0.0%	0	100,000	0.0%	0	100,000	0.0%	0
Interest	500,000	500,000	0.0%	0	750,000	50.0%	250,000	1,125,000	50.0%	375,000	1,462,500	30.0%	337,500	1,755,000	20.0%	292,500
	227,656,150	242,378,430	6.5%	14,722,280	248,944,540	2.7%	6,566,110	255,807,024	2.8%	6,862,484	262,808,077	2.7%	7,001,053	269,945,025	2.7%	7,136,948
Program Revenues:																
Charges for Services	5,597,430	5,240,160	-6.4%	(357,270)	5,240,160	0.0%	0	5,240,160	0.0%	0	5,240,160	0.0%	0	5,240,160	0.0%	0
Operating Grants	2,643,000	5,341,030	102.1%	2,698,030	5,341,030	0.0%	0	5,341,030	0.0%	0	2,647,440	0.0%	(2,693,590)	2,647,440	0.0%	0
	8,240,430	10,581,190	28.4%	2,340,760	10,581,190	0.0%	0	10,581,190	0.0%	0	7,887,600	-25.5%	(2,693,590)	7,887,600	0.0%	0
Total Revenues	**235,896,580**	**252,959,620**	7.2%	**17,063,040**	**259,525,730**	2.6%	**6,566,110**	**266,388,214**	2.6%	**6,862,484**	**270,695,677**	1.6%	**4,307,463**	**277,832,625**	**2.6%**	**7,136,948**
Wages:																
Full Time Wages	33,165,140	37,117,700	11.9%	3,952,560	38,416,820	3.5%	1,299,120	39,761,408	3.5%	1,344,589	41,153,057	3.5%	1,391,649	42,593,414	3.5%	1,440,357
Part Time Wages	1,870,060	1,945,070	4.0%	75,010	2,013,147	3.5%	68,077	2,083,608	3.5%	70,460	2,156,534	3.5%	72,926	2,232,013	3.5%	75,479
Overtime Wages	1,032,460	1,148,280	11.2%	115,820	1,188,470	3.5%	40,190	1,230,066	3.5%	41,596	1,273,119	3.5%	43,052	1,317,678	3.5%	44,559
Other Wages	1,116,860	970,550	-13.1%	(146,310)	1,004,519	3.5%	33,969	1,039,677	3.5%	35,158	1,076,066	3.5%	36,389	1,113,728	3.5%	37,662
Personnel Requests	326,470	572,400	100.0%	245,930	592,434	3.5%	20,034	613,169	3.5%	20,735	634,630	3.5%	21,461	656,842	3.5%	22,212
	37,510,990	41,754,000	11.3%	4,243,010	43,215,390	3.5%	1,461,390	44,727,929	3.5%	1,512,539	46,293,406	3.5%	1,565,478	47,913,675	3.5%	1,620,269
Fringe Costs:																
Fica	2,842,510	3,148,880	10.8%	306,370	3,259,091	3.5%	110,211	3,373,159	3.5%	114,068	3,491,220	3.5%	118,061	3,613,412	3.5%	122,193
Health	9,503,360	9,680,930	1.9%	177,570	10,019,763	3.5%	338,833	10,370,454	3.5%	350,692	10,733,420	3.5%	362,966	11,109,090	3.5%	375,670
Pension	9,623,510	10,203,660	6.0%	580,150	10,458,752	2.5%	255,092	10,720,220	2.5%	261,469	10,988,226	2.5%	268,006	11,262,931	2.5%	274,706
OPEB	0			0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0
Workers Comp	1,402,510	1,595,850	13.8%	193,340	1,651,705	3.5%	55,855	1,709,514	3.5%	57,810	1,769,347	3.5%	59,833	1,831,275	3.5%	61,927
Other	516,810	547,540	5.9%	30,730	566,704	3.5%	19,164	586,539	3.5%	19,835	607,067	3.5%	20,529	628,315	3.5%	21,247
	23,888,700	25,176,860	5.4%	1,288,160	25,956,014	3.1%	779,153	26,759,886	3.1%	803,873	27,589,280	3.1%	829,394	28,445,023	3.1%	855,743
Operations:																
Education	116,425,400	124,145,420	6.6%	7,720,020	127,249,056	2.5%	3,103,635	130,430,282	2.5%	3,181,226	133,691,039	2.5%	3,260,757	137,033,315	2.5%	3,342,276
Public Safety	16,994,360	17,947,990	5.6%	953,630	18,306,950	2.0%	358,960	18,673,089	2.0%	366,139	19,046,551	2.0%	373,462	19,427,482	2.0%	380,931
Operating Transfers	12,551,610	19,503,370	55.4%	6,951,760	19,893,437	2.0%	390,067	20,291,306	2.0%	397,869	20,697,132	2.0%	405,826	21,111,075	2.0%	413,943
Courts	401,190	395,920	-1.3%	(5,270)	403,838	2.0%	7,918	411,915	2.0%	8,077	420,153	2.0%	8,238	428,557	2.0%	8,403
State	4,632,040	5,237,590	13.1%	605,550	5,342,342	2.0%	104,752	5,449,189	2.0%	106,847	5,558,172	2.0%	108,984	5,669,336	2.0%	111,163
Other External Approp	1,719,000	1,842,150	7.2%	123,150	1,878,993	2.0%	36,843	1,916,573	2.0%	37,580	1,954,904	2.0%	38,331	1,994,002	2.0%	39,098
Debt Service	15,807,270	15,272,790	-3.4%	(534,480)	15,730,974	3.0%	458,184	16,202,903	3.0%	471,929	16,688,990	3.0%	486,087	17,189,660	3.0%	500,670
Internal Operations	5,619,050	5,927,840	5.5%	308,790	6,046,397	2.0%	118,557	6,167,325	2.0%	120,928	6,290,671	2.0%	123,346	6,416,485	2.0%	125,813
	174,149,920	190,273,070	9.3%	16,123,150	194,851,986	2.4%	4,578,916	199,542,581	2.4%	4,690,595	204,347,613	2.4%	4,805,032	209,269,911	2.4%	4,922,297
Controllable Assets/Capital Outlay:																
Education	0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0
Public Safety	321,180	669,900	108.6%	348,720	669,900	0.0%	0	669,900	0.0%	0	669,900	0.0%	0	669,900	0.0%	0
Courts	10,440	18,710	100.0%	8,270	18,710	0.0%	0	18,710	0.0%		18,710	0.0%	0	18,710	0.0%	0
State		43,360	0.0%	43,360	43,360	0.0%	0	43,360	0.0%	0	43,360	0.0%	0	43,360	0.0%	0
Internal Operations	15,350	326,560	2027.4%	311,210	326,560	0.0%	0	326,560	0.0%	0	326,560	0.0%	0	326,560	0.0%	0
	346,970	1,058,530	100.0%	711,560	1,058,530	0.0%	0	1,058,530		0	1,058,530		0	1,058,530		0
Total Expenditures	**235,896,580**	**258,262,460**	**9.5%**	**22,365,880**	**265,081,920**	**2.6%**	**6,819,460**	**272,088,926**	**2.6%**	**7,007,006**	**279,288,830**	**2.6%**	**7,199,903**	**286,687,139**	**2.6%**	**7,398,309**
Excess Revenue (Expenditures)	**0**	**(5,302,840)**		**(5,302,840)**	**(5,556,190)**		**(253,350)**	**(5,700,712)**		**(144,522)**	**(8,593,152)**		**(2,892,440)**	**(8,854,514)**		**(261,361)**
Current and Furture Expected costs Included in budget above																
Fire-SAFER		2,693,590			2,693,590			2,693,590			2,693,590			2,693,590		
P25 Lease																
Police Fire & EMS Training Facility																
Capital																
Not included in Budget above																
Police Fire & EMS Training Facility		170,000			400,000		400,000	400,000	0.0%	0	400,000	0.0%	0	400,000	0.0%	400,000
P25 Lease								800,000	0.0%	800,000	800,000	0.0%	0	800,000	0.0%	800,000
Education - Kirwan/SRO					2,000,000		2,000,000	2,000,000	0.0%	0	2,000,000	0.0%	0	2,000,000	0.0%	2,000,000
Additional Capital																
Additional Pension contribution																
Additional costs not included in budget base	0	170,000			2,400,000		2,400,000	3,200,000	33.3%	800,000	3,200,000	0.0%	0	3,200,000	0.0%	3,200,000
Expenditures with Additional	**235,896,580**	**258,432,460**	**9.6%**	**22,535,880**	**267,481,920**	**3.5%**	**9,049,460**	**275,288,926**	**2.9%**	**7,807,006**	**282,488,830**	**2.6%**	**7,199,903**	**289,887,139**	**2.6%**	**7,398,309**
Excess Revenue (Expenditures)	**0**	**(5,472,840)**		**(5,472,840)**	**(7,956,190)**		**(2,483,350)**	**(8,900,712)**		**(944,522)**	**(11,793,152)**		**(2,892,440)**	**(12,054,514)**		**(261,361)**

Sewer Rate Increase	**3.0%**	**3.5%**
Water Rate Increase	**0.0%**	**3.5%**
Solid Waste Increase		**0%**

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Presentation of the 2022-2031 Capital Budget – Draft 2

PRESENTATION DATE: March 2, 2021

PRESENTATION BY: Sara Greaves, Chief Financial Officer, Kelcee Mace, Deputy Director of Budget & Finance

RECOMMENDED MOTION: For informational purposes

REPORT-IN-BRIEF: Discussion of Draft 2 of the FY2022-2031 Capital Budget.

DISCUSSION: A Ten-Year Capital Improvement Plan is developed each fiscal year and includes scheduling and financing of future community facilities such as public buildings, roads, bridges, parks, water and sewer projects, and educational facilities. The plan is flexible and covers ten years with the first year being the Capital Improvement Budget. Funds for each project are allocated from Federal, State, and local sources.

Draft 1 of the Capital Improvement Budget was presented on February 9, 2021. Several current year capital budget adjustments have been approved, which have impacted the FY22 Capital Budget to some extent. Those changes will be discussed.

FISCAL IMPACT: FY2022 Capital budget of $56,997,000

CONCURRENCES: Not applicable

ALTERNATIVES: Not applicable

ATTACHMENTS: Summary of Draft 1 Vs. Draft 2, Ten-year Detail Report

AUDIO/VISUAL NEEDS: Not applicable

Washington County, Maryland
Capital Improvement 10yr Detail - Airport Fund
Fiscal Year 2022 - 2031
Draft 2

Page	Project Costs	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
7-4	T-Hangar 1, 2, & 3 Replacement	463,000	112,000	33,000	28,000	34,000	35,000	35,000	36,000	37,000	37,000	38,000	38,000
		463,000	112,000	33,000	28,000	34,000	35,000	35,000	36,000	37,000	37,000	38,000	38,000
		0	0	0	0	0	0	0	0	0	0	0	0
7-5	Airport Roof Replacement Project	340,215	55,215	15,000	45,000	35,000	55,000	25,000	15,000	20,000	25,000	25,000	25,000
		340,215	55,215	15,000	45,000	35,000	55,000	25,000	15,000	20,000	25,000	25,000	25,000
		0	0	0	0	0	0	0	0	0	0	0	0
7-6	Airport Security System Enhancements	343,000	283,000	60,000	0	0	0	0	0	0	0	0	0
		343,000	283,000	60,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-7	Capital Equipment - Airport	2,045,475	949,475	16,000	110,000	211,000	16,000	65,000	210,000	40,000	73,000	55,000	300,000
		2,045,475	949,475	16,000	110,000	211,000	16,000	65,000	210,000	40,000	73,000	55,000	300,000
		0	0	0	0	0	0	0	0	0	0	0	0
7-8	Land Acquisition-Airport	15,430,000	2,507,000	2,923,000	0	0	0	0	5,000,000	0	0	0	5,000,000
		15,430,000	2,507,000	2,923,000	0	0	0	0	5,000,000	0	0	0	5,000,000
		0	0	0	0	0	0	0	0	0	0	0	0
7-9	Proposed Taxiway S	1,180,000	0	0	0	0	0	0	0	1,180,000	0	0	0
		1,180,000	0	0	0	0	0	0	0	1,180,000	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-10	Runway 9 MALSR	1,484,000	0	0	0	0	0	0	0	244,000	1,240,000	0	0
		1,484,000	0	0	0	0	0	0	0	244,000	1,240,000	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-11	Runway 2/20 Rehabilitation	3,850,000	0	0	0	0	350,000	3,500,000	0	0	0	0	0
		3,850,000	0	0	0	0	350,000	3,500,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-12	Runway 9/27 Lighting and Signage Replacement	825,000	0	0	0	0	75,000	750,000	0	0	0	0	0
		825,000	0	0	0	0	75,000	750,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-13	Snow Removal Equipment Storage Building Expansion	3,514,000	0	0	300,000	0	3,214,000	0	0	0	0	0	0
		3,514,000	0	0	300,000	0	3,214,000	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-14	Taxiway F Rehabilitation	6,300,000	0	300,000	0	6,000,000	0	0	0	0	0	0	0
		6,300,000	0	300,000	0	6,000,000	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-15	Taxiway G Rehabilitation	1,920,000	0	0	0	0	0	0	1,920,000	0	0	0	0
		1,920,000	0	0	0	0	0	0	1,920,000	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-16	Taxiway H Rehabilitation	300,000	0	0	0	0	0	0	0	0	0	300,000	0
		300,000	0	0	0	0	0	0	0	0	0	300,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
7-17	Taxiway T Construction	159,000	0	0	0	0	0	0	0	0	0	0	159,000
		159,000	0	0	0	0	0	0	0	0	0	0	159,000
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**38,153,690**	**3,906,690**	**3,347,000**	**483,000**	**6,280,000**	**3,745,000**	**4,375,000**	**7,181,000**	**1,521,000**	**1,375,000**	**418,000**	**5,522,000**
		38,153,690	**3,906,690**	**3,347,000**	**483,000**	**6,280,000**	**3,745,000**	**4,375,000**	**7,181,000**	**1,521,000**	**1,375,000**	**418,000**	**5,522,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Washington County, Maryland
Capital Improvement 10yr Detail - Airport Fund
Fiscal Year 2022 - 2031
Draft 2

	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Funding Sources												
General Fund	2,194,016	180,016	176,000	35,000	319,000	204,000	213,000	506,000	71,000	64,000	18,000	408,000
	2,194,016	180,016	176,000	35,000	319,000	204,000	213,000	506,000	71,000	64,000	18,000	408,000
	0	0	0	0	0	0	0	0	0	0	0	0
Airport Fund	1,425,815	588,815	79,000	73,000	85,000	106,000	125,000	51,000	97,000	80,000	63,000	78,000
	1,425,815	588,815	79,000	73,000	85,000	106,000	125,000	51,000	97,000	80,000	63,000	78,000
	0	0	0	0	0	0	0	0	0	0	0	0
Federal Grant	32,212,993	2,770,993	2,901,000	369,000	5,576,000	3,274,000	3,825,000	6,117,000	1,282,000	1,166,000	319,000	4,613,000
	32,212,993	2,770,993	2,901,000	369,000	5,576,000	3,274,000	3,825,000	6,117,000	1,282,000	1,166,000	319,000	4,613,000
	0	0	0	0	0	0	0	0	0	0	0	0
State Grant	2,320,866	366,866	191,000	6,000	300,000	161,000	212,000	507,000	71,000	65,000	18,000	423,000
	2,320,866	366,866	191,000	6,000	300,000	161,000	212,000	507,000	71,000	65,000	18,000	423,000
	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**38,153,690**	**3,906,690**	**3,347,000**	**483,000**	**6,280,000**	**3,745,000**	**4,375,000**	**7,181,000**	**1,521,000**	**1,375,000**	**418,000**	**5,522,000**
	38,153,690	**3,906,690**	**3,347,000**	**483,000**	**6,280,000**	**3,745,000**	**4,375,000**	**7,181,000**	**1,521,000**	**1,375,000**	**418,000**	**5,522,000**
	0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	34,247,000	3,347,000	483,000	6,280,000	3,745,000	4,375,000	7,181,000	1,521,000	1,375,000	418,000	5,522,000
Total Project Cost 2022 Draft 2	34,247,000	3,347,000	483,000	6,280,000	3,745,000	4,375,000	7,181,000	1,521,000	1,375,000	418,000	5,522,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	2,851,000	255,000	108,000	404,000	310,000	338,000	557,000	168,000	144,000	81,000	486,000
Local Funding 2022 Draft 2	2,851,000	255,000	108,000	404,000	310,000	338,000	557,000	168,000	144,000	81,000	486,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	31,396,000	3,092,000	375,000	5,876,000	3,435,000	4,037,000	6,624,000	1,353,000	1,231,000	337,000	5,036,000
Other Funding 2022 Draft 2	31,396,000	3,092,000	375,000	5,876,000	3,435,000	4,037,000	6,624,000	1,353,000	1,231,000	337,000	5,036,000
	0	0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

Washington County, Maryland
Capital Improvement 10yr Detail - Bridges
Fiscal Year 2022 - 2031
Draft 2

Page	Project Costs	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
8-4	Bridge Inspection and Inventory	666,250	287,250	22,000	0	138,000	0	24,000	0	175,000	0	20,000	0
		666,250	287,250	22,000	0	138,000	0	24,000	0	175,000	0	20,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-5	Old Roxbury Road W5372	3,392,077	2,892,077	500,000	0	0	0	0	0	0	0	0	0
		3,392,077	2,892,077	500,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-6	Bridge Scour Repairs	281,184	31,184	0	0	0	0	0	0	0	0	250,000	0
		281,184	31,184	0	0	0	0	0	0	0	0	250,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-7	Cleaning and Painting of Steel Bridges	408,000	108,000	0	150,000	0	0	0	0	0	150,000	0	0
		408,000	108,000	0	150,000	0	0	0	0	0	150,000	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-8	Halfway Boulevard Bridges W0912	4,489,000	1,707,000	1,182,000	1,600,000	0	0	0	0	0	0	0	0
		4,489,000	1,707,000	1,182,000	1,600,000	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-9	Frog Eye Road Culvert 11/06	802,000	652,000	150,000	0	0	0	0	0	0	0	0	0
		802,000	652,000	150,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-10	Appletown Road Bridge W2184	474,000	0	0	0	0	0	0	0	0	407,000	67,000	0
		474,000	0	0	0	0	0	0	0	0	407,000	67,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-11	Ashton Road Culvert 04/06	399,000	0	0	0	0	0	0	0	0	0	30,000	369,000
		399,000	0	0	0	0	0	0	0	0	0	30,000	369,000
		0	0	0	0	0	0	0	0	0	0	0	0
8-12	Bowie Road Culvert	305,000	0	0	0	0	0	0	0	0	305,000	0	0
		305,000	0	0	0	0	0	0	0	0	305,000	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-13	Burnside Bridge Road Culvert 01/03	329,000	0	0	0	0	114,000	215,000	0	0	0	0	0
		329,000	0	0	0	0	114,000	215,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-14	Draper Road Culvert 04/07	428,000	0	0	0	0	0	0	0	0	37,000	391,000	0
		428,000	0	0	0	0	0	0	0	0	37,000	391,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-15	Draper Road Culvert 04/08	36,000	0	0	0	0	0	0	0	0	0	0	36,000
		36,000	0	0	0	0	0	0	0	0	0	0	36,000
		0	0	0	0	0	0	0	0	0	0	0	0
8-16	Gardenhour Road Bridge W2431	1,945,000	0	0	500,000	25,000	0	1,420,000	0	0	0	0	0
		1,945,000	0	0	500,000	25,000	0	1,420,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-17	Greenbrier Road Culvert 16/14	268,000	0	0	0	0	0	0	0	0	0	0	268,000
		268,000	0	0	0	0	0	0	0	0	0	0	268,000
		0	0	0	0	0	0	0	0	0	0	0	0
8-18	Greenspring Furnace Road Culvert 15/15	406,000	0	0	40,000	179,000	187,000	0	0	0	0	0	0
		406,000	0	0	40,000	179,000	187,000	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-19	Gruber Road Bridge 04/10	288,000	0	0	0	0	0	0	0	0	0	10,000	278,000
		288,000	0	0	0	0	0	0	0	0	0	10,000	278,000
		0	0	0	0	0	0	0	0	0	0	0	0
8-20	Harpers Ferry Road Culvert 11/02	541,000	0	0	0	0	0	82,000	459,000	0	0	0	0
		541,000	0	0	0	0	0	82,000	459,000	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-21	Henline Road Culvert 05/05	465,000	0	0	0	0	0	0	32,000	433,000	0	0	0
		465,000	0	0	0	0	0	0	32,000	433,000	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0

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		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
8-22	Hoffman's Inn Road Culvert 05/06	313,000	0	0	0	0	0	0	0	0	313,000	0	0
		313,000	0	0	0	0	0	0	0	0	313,000	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-23	Kretsinger Road Culvert 14/01	316,000	0	0	316,000	0	0	0	0	0	0	0	0
		316,000	0	0	316,000	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-24	Lanes Road Culvert 15/12	317,000	0	0	0	32,000	285,000	0	0	0	0	0	0
		317,000	0	0	0	32,000	285,000	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-25	Long Hollow Road Culvert 05/07	316,000	0	0	0	0	0	66,000	250,000	0	0	0	0
		316,000	0	0	0	0	0	66,000	250,000	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-26	Mercersburg Road Culvert 04/16	16,000	0	0	0	0	0	0	0	0	0	0	16,000
		16,000	0	0	0	0	0	0	0	0	0	0	16,000
		0	0	0	0	0	0	0	0	0	0	0	0
8-27	Mooresville Road Culvert 15/21	355,000	0	0	0	0	0	0	0	0	304,000	51,000	0
		355,000	0	0	0	0	0	0	0	0	304,000	51,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-28	Poplar Grove Road Bridge W2432	100,000	0	0	0	0	0	0	0	0	0	0	100,000
		100,000	0	0	0	0	0	0	0	0	0	0	100,000
		0	0	0	0	0	0	0	0	0	0	0	0
8-29	Remsburg Road Culvert	287,000	0	0	0	0	119,000	168,000	0	0	0	0	0
		287,000	0	0	0	0	119,000	168,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-30	Rinehart Road Culvert 14/03	332,000	0	0	0	332,000	0	0	0	0	0	0	0
		332,000	0	0	0	332,000	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-31	Stone Masonry Bridge Repairs	270,000	0	0	0	0	0	0	0	270,000	0	0	0
		270,000	0	0	0	0	0	0	0	270,000	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-32	Taylors Landing Road Bridge W7101	35,000	0	0	0	0	0	0	0	0	0	0	35,000
		35,000	0	0	0	0	0	0	0	0	0	0	35,000
		0	0	0	0	0	0	0	0	0	0	0	0
8-33	Willow Road Culvert 05/10	323,000	0	0	0	0	0	0	0	0	151,000	172,000	0
		323,000	0	0	0	0	0	0	0	0	151,000	172,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
8-34	Yarrowsburg Road Bridge W6191	2,102,000	0	0	0	0	0	0	0	0	620,000	1,482,000	0
		2,102,000	0	0	0	0	0	0	0	0	620,000	1,482,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**21,004,511**	**5,677,511**	**1,854,000**	**2,606,000**	**706,000**	**705,000**	**1,975,000**	**741,000**	**878,000**	**2,287,000**	**2,473,000**	**1,102,000**
		21,004,511	**5,677,511**	**1,854,000**	**2,606,000**	**706,000**	**705,000**	**1,975,000**	**741,000**	**878,000**	**2,287,000**	**2,473,000**	**1,102,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

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	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Funding Sources												
General Fund	1,729,761	530,761	22,000	150,000	138,000	0	24,000	0	445,000	150,000	270,000	0
	1,729,761	530,761	22,000	150,000	138,000	0	24,000	0	445,000	150,000	270,000	0
	0	0	0	0	0	0	0	0	0	0	0	0
Tax-Supported Bond	9,187,000	1,206,000	888,000	320,000	253,000	705,000	831,000	741,000	433,000	1,641,000	1,067,000	1,102,000
	9,187,000	1,206,000	888,000	320,000	253,000	705,000	831,000	741,000	433,000	1,641,000	1,067,000	1,102,000
	0	0	0	0	0	0	0	0	0	0	0	0
Transfer Tax	771,000	0	0	456,000	315,000	0	0	0	0	0	0	0
	771,000	0	0	456,000	315,000	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Federal Grant	9,265,000	3,889,000	944,000	1,680,000	0	0	1,120,000	0	0	496,000	1,136,000	0
	9,265,000	3,889,000	944,000	1,680,000	0	0	1,120,000	0	0	496,000	1,136,000	0
	0	0	0	0	0	0	0	0	0	0	0	0
Contributions	51,750	51,750	0	0	0	0	0	0	0	0	0	0
	51,750	51,750	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**21,004,511**	**5,677,511**	**1,854,000**	**2,606,000**	**706,000**	**705,000**	**1,975,000**	**741,000**	**878,000**	**2,287,000**	**2,473,000**	**1,102,000**
	21,004,511	**5,677,511**	**1,854,000**	**2,606,000**	**706,000**	**705,000**	**1,975,000**	**741,000**	**878,000**	**2,287,000**	**2,473,000**	**1,102,000**
	0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	15,327,000	1,854,000	2,606,000	706,000	705,000	1,975,000	741,000	878,000	2,287,000	2,473,000	1,102,000
Total Project Cost 2022 Draft 2	15,327,000	1,854,000	2,606,000	706,000	705,000	1,975,000	741,000	878,000	2,287,000	2,473,000	1,102,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	9,951,000	910,000	926,000	706,000	705,000	855,000	741,000	878,000	1,791,000	1,337,000	1,102,000
Local Funding 2022 Draft 2	9,951,000	910,000	926,000	706,000	705,000	855,000	741,000	878,000	1,791,000	1,337,000	1,102,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	5,376,000	944,000	1,680,000	0	0	1,120,000	0	0	496,000	1,136,000	0
Other Funding 2022 Draft 2	5,376,000	944,000	1,680,000	0	0	1,120,000	0	0	496,000	1,136,000	0
	0	0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

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Page	Project Costs		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
9-3	Stream Restoration at Various Locations		2,080,782	844,782	100,000	0	381,000	0	0	405,000	0	0	350,000	0
			2,292,782	1,056,782	100,000	0	381,000	0	0	405,000	0	0	350,000	0
		1	212,000	212,000	0	0	0	0	0	0	0	0	0	0
9-4	Stormwater Retrofits		13,386,754	3,386,754	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
			13,886,754	3,886,754	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
		1	500,000	500,000	0	0	0	0	0	0	0	0	0	0
9-5	Drainage Improvements at Various Locations		900,000	150,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
			900,000	150,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
			0	0	0	0	0	0	0	0	0	0	0	0
9-6	Broadfording Church Road Culvert		231,000	0	0	0	57,000	174,000	0	0	0	0	0	0
			231,000	0	0	0	57,000	174,000	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
9-7	Draper Road Drainage Improvements		509,000	0	0	0	0	0	0	259,000	250,000	0	0	0
			509,000	0	0	0	0	0	0	259,000	250,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
9-8	Harpers Ferry Road Drainage, 3600 Block		376,000	0	0	0	75,000	301,000	0	0	0	0	0	0
			376,000	0	0	0	75,000	301,000	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
9-9	Shank Road Drainage		153,000	0	0	0	0	153,000	0	0	0	0	0	0
			153,000	0	0	0	0	153,000	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
9-10	Trego Mountain Road Drainage		315,000	0	0	0	0	0	0	0	0	0	0	315,000
			315,000	0	0	0	0	0	0	0	0	0	0	315,000
			0	0	0	0	0	0	0	0	0	0	0	0
9-11	University Road Culvert		203,000	0	0	0	0	0	203,000	0	0	0	0	0
			203,000	0	0	0	0	0	203,000	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**18,154,536**	**4,381,536**	**1,175,000**	**1,075,000**	**1,588,000**	**1,703,000**	**1,278,000**	**1,739,000**	**1,325,000**	**1,075,000**	**1,425,000**	**1,390,000**
			18,866,536	**5,093,536**	**1,175,000**	**1,075,000**	**1,588,000**	**1,703,000**	**1,278,000**	**1,739,000**	**1,325,000**	**1,075,000**	**1,425,000**	**1,390,000**
			712,000	**712,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

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		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Funding Sources													
General Fund		8,558,429	1,835,429	675,000	575,000	894,000	496,000	479,000	967,000	652,000	485,000	925,000	575,000
		9,293,429	2,547,429	675,000	575,000	894,000	519,000	479,000	967,000	652,000	485,000	925,000	575,000
	2	735,000	712,000	0	0	0	23,000	0	0	0	0	0	0
Tax-Supported Bond		3,672,107	1,885,107	0	0	132,000	628,000	203,000	259,000	250,000	0	0	315,000
		3,672,107	1,885,107	0	0	132,000	628,000	203,000	259,000	250,000	0	0	315,000
		0	0	0	0	0	0	0	0	0	0	0	0
Transfer Tax		5,343,000	80,000	500,000	500,000	562,000	579,000	596,000	513,000	423,000	590,000	500,000	500,000
		5,320,000	80,000	500,000	500,000	562,000	556,000	596,000	513,000	423,000	590,000	500,000	500,000
	2	(23,000)	0	0	0	0	(23,000)	0	0	0	0	0	0
Capital Reserve - General		331,000	331,000	0	0	0	0	0	0	0	0	0	0
		331,000	331,000	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
State Grant		250,000	250,000	0	0	0	0	0	0	0	0	0	0
		250,000	250,000	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
TOTAL		**18,154,536**	**4,381,536**	**1,175,000**	**1,075,000**	**1,588,000**	**1,703,000**	**1,278,000**	**1,739,000**	**1,325,000**	**1,075,000**	**1,425,000**	**1,390,000**
		18,866,536	**5,093,536**	**1,175,000**	**1,075,000**	**1,588,000**	**1,703,000**	**1,278,000**	**1,739,000**	**1,325,000**	**1,075,000**	**1,425,000**	**1,390,000**
		712,000	**712,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	13,773,000	1,175,000	1,075,000	1,588,000	1,703,000	1,278,000	1,739,000	1,325,000	1,075,000	1,425,000	1,390,000
Total Project Cost 2022 Draft 2	13,773,000	1,175,000	1,075,000	1,588,000	1,703,000	1,278,000	1,739,000	1,325,000	1,075,000	1,425,000	1,390,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	13,773,000	1,175,000	1,075,000	1,588,000	1,703,000	1,278,000	1,739,000	1,325,000	1,075,000	1,425,000	1,390,000
Local Funding 2022 Draft 2	13,773,000	1,175,000	1,075,000	1,588,000	1,703,000	1,278,000	1,739,000	1,325,000	1,075,000	1,425,000	1,390,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 2	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

1 Prior Appropriated amounts were adjusted reflect the recently approved Mid-Year budget adjustment.

2 Funding sources were adjusted to balance within each available source.

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Page			Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Project Costs													
10-3	Capital Maintenance - BOE		169,074,729	7,343,729	15,819,000	18,648,000	15,204,000	14,252,000	15,680,000	16,744,000	16,220,000	16,164,000	16,500,000	16,500,000
			166,632,729	8,406,729	12,314,000	18,648,000	15,204,000	14,252,000	15,680,000	16,744,000	16,220,000	16,164,000	16,500,000	16,500,000
		1	(2,442,000)	1,063,000	(3,505,000)	0	0	0	0	0	0	0	0	0
	Elementary School 1		0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Elementary School 2		0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Elementary School 3		0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Elementary School 4		0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Jonathan Hager Elementary School Addition		0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**169,074,729**	**7,343,729**	**15,819,000**	**18,648,000**	**15,204,000**	**14,252,000**	**15,680,000**	**16,744,000**	**16,220,000**	**16,164,000**	**16,500,000**	**16,500,000**
			166,632,729	**8,406,729**	**12,314,000**	**18,648,000**	**15,204,000**	**14,252,000**	**15,680,000**	**16,744,000**	**16,220,000**	**16,164,000**	**16,500,000**	**16,500,000**
			(2,442,000)	**1,063,000**	**(3,505,000)**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Funding Sources													
	General Fund		640,529	640,529	0	0	0	0	0	0	0	0	0	0
			1,703,529	1,703,529	0	0	0	0	0	0	0	0	0	0
			1,063,000	1,063,000	0	0	0	0	0	0	0	0	0	0
	Tax-Supported Bond		36,228,200	78,200	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000
			36,228,200	78,200	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000	3,615,000
			0	0	0	0	0	0	0	0	0	0	0	0
	Excise Tax - Schools		3,850,000	0	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000
			3,850,000	0	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000
			0	0	0	0	0	0	0	0	0	0	0	0
	State Grant		115,692,000	4,405,000	10,975,000	13,154,000	10,725,000	9,559,000	11,060,000	11,811,000	11,441,000	11,402,000	10,580,000	10,580,000
			113,031,000	4,405,000	8,314,000	13,154,000	10,725,000	9,559,000	11,060,000	11,811,000	11,441,000	11,402,000	10,580,000	10,580,000
		1	(2,661,000)	0	(2,661,000)	0	0	0	0	0	0	0	0	0
	Contributions		12,664,000	2,220,000	844,000	1,494,000	479,000	693,000	620,000	933,000	779,000	762,000	1,920,000	1,920,000
			11,820,000	2,220,000	0	1,494,000	479,000	693,000	620,000	933,000	779,000	762,000	1,920,000	1,920,000
		1	(844,000)	0	(844,000)	0	0	0	0	0	0	0	0	0
	TOTAL		**169,074,729**	**7,343,729**	**15,819,000**	**18,648,000**	**15,204,000**	**14,252,000**	**15,680,000**	**16,744,000**	**16,220,000**	**16,164,000**	**16,500,000**	**16,500,000**
			166,632,729	**8,406,729**	**12,314,000**	**18,648,000**	**15,204,000**	**14,252,000**	**15,680,000**	**16,744,000**	**16,220,000**	**16,164,000**	**16,500,000**	**16,500,000**
			(2,442,000)	**1,063,000**	**(3,505,000)**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

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	Total 10 yr total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	161,731,000		15,819,000	18,648,000	15,204,000	14,252,000	15,680,000	16,744,000	16,220,000	16,164,000	16,500,000	16,500,000
Total Project Cost 2022 Draft 2	158,226,000		12,314,000	18,648,000	15,204,000	14,252,000	15,680,000	16,744,000	16,220,000	16,164,000	16,500,000	16,500,000
	(3,505,000)		(3,505,000)	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	40,000,000		4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Local Funding 2022 Draft 2	40,000,000		4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
	0		0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	121,731,000		11,819,000	14,648,000	11,204,000	10,252,000	11,680,000	12,744,000	12,220,000	12,164,000	12,500,000	12,500,000
Other Funding 2022 Draft 2	118,226,000		8,314,000	14,648,000	11,204,000	10,252,000	11,680,000	12,744,000	12,220,000	12,164,000	12,500,000	12,500,000
	(3,505,000)		(3,505,000)	0	0	0	0	0	0	0	0	0

Adjustment Comments:

1 Smithsburg HS Roof Replacement was requested in FY22, but is now being funded through the Mid-Year budget adjustment. County funding for FY22 was held at $4M.

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Page	Project Costs		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
11-3	Center for Business and Entrepreneurial Studies		11,230,000	10,730,000	500,000	0	0	0	0	0	0	0	0	0
			11,230,000	10,730,000	500,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
11-4	ATC Renovation*		5,400,000	0	0	0	0	0	941,000	1,714,000	1,714,000	1,031,000	0	0
			5,400,000	0	0	0	0	0	850,000	1,714,000	1,714,000	1,122,000	0	0
		1	0	0	0	0	0	0	(91,000)	0	0	91,000	0	0
	Campus Road & Parking Lot Overlays		0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
11-5	Career Programs Roof Replacement		1,562,000	0	0	0	0	0	0	0	0	818,000	744,000	0
			1,562,000	0	0	0	0	0	0	0	0	727,000	835,000	0
		1	0	0	0	0	0	0	0	0	0	(91,000)	91,000	0
11-6	CVT Instructional Facility Acquisition		2,000,000	0	0	0	0	0	0	0	0	0	1,045,000	955,000
			2,000,000	0	0	0	0	0	0	0	0	0	1,014,000	986,000
		1	0	0	0	0	0	0	0	0	0	0	(31,000)	31,000
11-7	CVT Renovation/Construction Project		1,015,000	0	0	0	0	0	0	0	0	0	0	1,015,000
			924,000	0	0	0	0	0	0	0	0	0	0	924,000
		1	(91,000)	0	0	0	0	0	0	0	0	0	0	(91,000)
11-8	LRC Exterior Metal Panel System and Roof Replacement		1,783,000	0	1,783,000	0	0	0	0	0	0	0	0	0
			1,783,000	0	1,783,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Multi-Roof Project		0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
11-9	Second Entrance Drive Widening Project		6,099,000	0	0	1,714,000	1,714,000	1,714,000	957,000	0	0	0	0	0
			6,099,000	0	0	1,714,000	1,714,000	1,714,000	957,000	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**29,089,000**	**10,730,000**	**2,283,000**	**1,714,000**	**1,714,000**	**1,714,000**	**1,898,000**	**1,714,000**	**1,714,000**	**1,849,000**	**1,789,000**	**1,970,000**
			28,998,000	**10,730,000**	**2,283,000**	**1,714,000**	**1,714,000**	**1,714,000**	**1,807,000**	**1,714,000**	**1,714,000**	**1,849,000**	**1,849,000**	**1,910,000**
			(91,000)	**0**	**0**	**0**	**0**	**0**	**(91,000)**	**0**	**0**	**0**	**60,000**	**(60,000)**

Funding Sources	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Tax-Supported Bond	8,017,000	1,509,000	1,108,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
	8,017,000	1,509,000	1,108,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
	0	0	0	0	0	0	0	0	0	0	0	0
State Grant	15,372,000	4,921,000	1,175,000	1,114,000	1,114,000	1,114,000	1,298,000	1,114,000	1,114,000	1,249,000	489,000	670,000
	15,281,000	4,921,000	1,175,000	1,114,000	1,114,000	1,114,000	1,207,000	1,114,000	1,114,000	1,249,000	549,000	610,000
	(91,000)	0	0	0	0	0	(91,000)	0	0	0	60,000	(60,000)
Contributions	5,700,000	4,300,000	0	0	0	0	0	0	0	0	700,000	700,000
	5,700,000	4,300,000	0	0	0	0	0	0	0	0	700,000	700,000
	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**29,089,000**	**10,730,000**	**2,283,000**	**1,714,000**	**1,714,000**	**1,714,000**	**1,898,000**	**1,714,000**	**1,714,000**	**1,849,000**	**1,789,000**	**1,970,000**
	28,998,000	**10,730,000**	**2,283,000**	**1,714,000**	**1,714,000**	**1,714,000**	**1,807,000**	**1,714,000**	**1,714,000**	**1,849,000**	**1,849,000**	**1,910,000**
	(91,000)	**0**	**0**	**0**	**0**	**0**	**(91,000)**	**0**	**0**	**0**	**60,000**	**(60,000)**

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	Total 10 yr total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	18,359,000		2,283,000	1,714,000	1,714,000	1,714,000	1,898,000	1,714,000	1,714,000	1,849,000	1,789,000	1,970,000
Total Project Cost 2022 Draft 2	18,268,000		2,283,000	1,714,000	1,714,000	1,714,000	1,807,000	1,714,000	1,714,000	1,849,000	1,849,000	1,910,000
	(91,000)		0	0	0	0	(91,000)	0	0	0	60,000	(60,000)
Local Funding 2022 Draft 1	6,508,000		1,108,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Local Funding 2022 Draft 2	6,508,000		1,108,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
	0		0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	11,851,000		1,175,000	1,114,000	1,114,000	1,114,000	1,298,000	1,114,000	1,114,000	1,249,000	1,189,000	1,370,000
Other Funding 2022 Draft 2	11,760,000		1,175,000	1,114,000	1,114,000	1,114,000	1,207,000	1,114,000	1,114,000	1,249,000	1,249,000	1,310,000
	(91,000)		0	0	0	0	(91,000)	0	0	0	60,000	(60,000)

*Project name changed, previously called ATC Operations Building

Adjustment Comments:

1 HCC received notification that the projected State share for Second Entrance Widening was reduced. Costs were shifted to keep County contribution level.

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Page		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Page	**Project Costs**												
12-2	Systemic Projects - Library	141,492	41,492	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
		141,492	41,492	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
		0	0	0	0	0	0	0	0	0	0	0	0
12-3	Hancock Public Library Replacement	2,825,000	142,000	2,683,000	0	0	0	0	0	0	0	0	0
		2,825,000	142,000	2,683,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
12-4	Williamsport Library Replacement	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**2,966,492**	**183,492**	**2,693,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**
		2,966,492	**183,492**	**2,693,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Funding Sources												
	General Fund	119,592	109,592	10,000	0	0	0	0	0	0	0	0	
		119,592	109,592	10,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	Transfer Tax	848,000	0	848,000	0	0	0	0	0	0	0	0	
		848,000	0	848,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	Excise Tax - Library	173,900	73,900	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
		173,900	73,900	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
		0	0	0	0	0	0	0	0	0	0	0	0
	State Grant	1,285,000	0	1,285,000	0	0	0	0	0	0	0	0	
		1,285,000	0	1,285,000									
		0	0	0	0	0	0	0	0	0	0	0	0
	Contributions	540,000	0	540,000	0	0	0	0	0	0	0	0	
		540,000	0	540,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**2,966,492**	**183,492**	**2,693,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**
		2,966,492	**183,492**	**2,693,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	2,783,000	2,693,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Project Cost 2022 Draft 2	2,783,000	2,693,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	958,000	868,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Local Funding 2022 Draft 2	958,000	868,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	1,825,000	1,825,000	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 2	1,825,000	1,825,000	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

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Page	Project Costs		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
13-3	Cost of Bond Issuance		1,231,587	231,587	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
			1,231,587	231,587	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
			0	0	0	0	0	0	0	0	0	0	0	0
13-4	Contingency - General Fund		1,330,363	330,363	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
			1,330,363	330,363	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
			0	0	0	0	0	0	0	0	0	0	0	0
13-5	Systemic Improvements - Building		4,822,869	622,869	600,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
			5,822,869	1,622,869	600,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
		1	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0	0
13-6	Facilities Roof Repairs		1,100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
			2,350,000	1,350,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
		1	1,250,000	1,250,000	0	0	0	0	0	0	0	0	0	0
13-7	Information Systems Replacement Program		1,112,323	112,323	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
			1,112,323	112,323	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
			0	0	0	0	0	0	0	0	0	0	0	0
13-8	Financial System Management & Upgrades		468,497	118,497	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
			468,497	118,497	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
			0	0	0	0	0	0	0	0	0	0	0	0
13-9	County Wireless Infrastructure		59,000	11,000	12,000	12,000	12,000	12,000	0	0	0	0	0	0
			59,000	11,000	12,000	12,000	12,000	12,000	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
13-10	General - Equipment and Vehicle Replacement Program		4,395,437	395,437	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
			4,695,437	695,437	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
		1	300,000	300,000	0	0	0	0	0	0	0	0	0	0
13-11	County Office Building Renovation		2,500,000	0	0	500,000	0	0	0	0	1,000,000	1,000,000	0	0
			2,500,000	0	0	500,000	0	0	0	0	1,000,000	1,000,000	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
13-12	Courthouse Courtroom 1 Renovation		100,000	0	0	0	0	0	0	0	0	0	0	100,000
			100,000	0	0	0	0	0	0	0	0	0	0	100,000
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**17,120,076**	**1,922,076**	**1,447,000**	**1,747,000**	**1,247,000**	**1,247,000**	**1,235,000**	**1,235,000**	**2,235,000**	**2,235,000**	**1,235,000**	**1,335,000**
			19,670,076	**4,472,076**	**1,447,000**	**1,747,000**	**1,247,000**	**1,247,000**	**1,235,000**	**1,235,000**	**2,235,000**	**2,235,000**	**1,235,000**	**1,335,000**
			2,550,000	**2,550,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	Funding Sources		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	General Fund		15,983,858	1,110,858	1,447,000	1,747,000	1,165,000	1,247,000	1,235,000	1,142,000	2,085,000	2,235,000	1,235,000	1,335,000
			17,269,858	3,660,858	1,447,000	1,247,000	1,147,000	1,247,000	1,235,000	1,142,000	1,733,000	1,841,000	1,235,000	1,335,000
		2	1,286,000	2,550,000	0	(500,000)	(18,000)	0	0	0	(352,000)	(394,000)	0	0
	Tax-Supported Bond		187,388	187,388	0	0	0	0	0	0	0	0	0	0
			933,388	187,388	0	0	0	0	0	0	352,000	394,000	0	0
		2	746,000	0	0	0	0	0	0	0	352,000	394,000	0	0
	Transfer Tax		325,000	0	0	0	82,000	0	0	93,000	150,000	0	0	0
			843,000	0	0	500,000	100,000	0	0	93,000	150,000	0	0	0
		2	518,000	0	0	500,000	18,000	0	0	0	0	0	0	0
	Capital Reserve - General		609,000	609,000	0	0	0	0	0	0	0	0	0	0
			609,000	609,000	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Contributions		14,830	14,830	0	0	0	0	0	0	0	0	0	0
			14,830	14,830	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**17,120,076**	**1,922,076**	**1,447,000**	**1,747,000**	**1,247,000**	**1,247,000**	**1,235,000**	**1,235,000**	**2,235,000**	**2,235,000**	**1,235,000**	**1,335,000**
			19,670,076	**4,472,076**	**1,447,000**	**1,747,000**	**1,247,000**	**1,247,000**	**1,235,000**	**1,235,000**	**2,235,000**	**2,235,000**	**1,235,000**	**1,335,000**
			2,550,000	**2,550,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	10 yr total											
Total Project Cost 2022 Draft 1	15,198,000		1,447,000	1,747,000	1,247,000	1,247,000	1,235,000	1,235,000	2,235,000	2,235,000	1,235,000	1,335,000
Total Project Cost 2022 Draft 2	15,198,000		1,447,000	1,747,000	1,247,000	1,247,000	1,235,000	1,235,000	2,235,000	2,235,000	1,235,000	1,335,000
	0		0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	15,198,000		1,447,000	1,747,000	1,247,000	1,247,000	1,235,000	1,235,000	2,235,000	2,235,000	1,235,000	1,335,000
Local Funding 2022 Draft 2	15,198,000		1,447,000	1,747,000	1,247,000	1,247,000	1,235,000	1,235,000	2,235,000	2,235,000	1,235,000	1,335,000
	0		0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	0		0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 2	0		0	0	0	0	0	0	0	0	0	0
	0		0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

1 Prior Appropriated amounts were adjusted reflect the recently approved Mid-Year budget adjustment.
2 Funding sources were adjusted to balance within each available source.

Washington County, Maryland
Capital Improvement 10yr Detail - Parks and Recreation
Fiscal Year 2022 - 2031
Draft 2

Page	Project Costs		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
14-3	BR Capital Equipment Program		408,618	68,618	25,000	25,000	30,000	30,000	35,000	35,000	40,000	40,000	40,000	40,000
			408,618	68,618	25,000	25,000	30,000	30,000	35,000	35,000	40,000	40,000	40,000	40,000
			0	0	0	0	0	0	0	0	0	0	0	0
14-4	Hardcourt Playing Surfaces*		326,140	26,140	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
			376,140	76,140	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
		1	50,000	50,000	0	0	0	0	0	0	0	0	0	0
14-5	Park Equipment/Surfacing Replacement, Various Locations		1,912,286	212,286	150,000	150,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
			1,912,286	212,286	150,000	150,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
			0	0	0	0	0	0	0	0	0	0	0	0
14-6	Parking Lot Repair/Overlay, Various Locations		642,200	142,200	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
			642,200	142,200	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
			0	0	0	0	0	0	0	0	0	0	0	0
14-7	Antietam Creek Water Trail		477,000	25,000	252,000	100,000	100,000	0	0	0	0	0	0	0
			477,000	25,000	252,000	100,000	100,000	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-8	County Parks - Bathroom/Drinking Fountain Upgrades		300,000	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000
			300,000	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000
			0	0	0	0	0	0	0	0	0	0	0	0
14-9	MLK Gymnasium Upgrade		375,000	25,000	175,000	175,000	0	0	0	0	0	0	0	0
			375,000	25,000	175,000	175,000	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-10	Ag Center Show Arena Floor		50,000	0	0	0	50,000	0	0	0	0	0	0	0
			50,000	0	0	0	50,000	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-11	Black Rock Club House Renovation		90,000	0	90,000	0	0	0	0	0	0	0	0	0
			90,000	0	90,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-12	Clear Spring Park Building Acquisition		90,000	0	90,000	0	0	0	0	0	0	0	0	0
			90,000	0	90,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-13	Conococheague Creek Water Trail		370,000	0	0	0	0	10,000	180,000	180,000	0	0	0	0
			370,000	0	0	0	0	10,000	180,000	180,000	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-14	Doubs Woods Disc Golf		50,000	0	0	0	0	0	0	0	0	0	0	50,000
			50,000	0	0	0	0	0	0	0	0	0	0	50,000
			0	0	0	0	0	0	0	0	0	0	0	0
14-15	Marty Snook Dog Park		50,000	0	50,000	0	0	0	0	0	0	0	0	0
			50,000	0	50,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-16	Marty Snook Park Field Improvements		100,000	0	0	0	100,000	0	0	0	0	0	0	0
			100,000	0	0	0	100,000	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-17	Marty Snook Park Fitness Trail		300,000	0	0	0	0	300,000	0	0	0	0	0	0
			300,000	0	0	0	0	300,000	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-18	Marty Snook Park Pool Accessible Entrance		100,000	0	0	0	0	0	100,000	0	0	0	0	0
			100,000	0	0	0	0	0	100,000	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0

			Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
14-19	North Central County Park		5,266,000	0	0	100,000	100,000	500,000	500,000	620,000	1,561,000	562,000	563,000	760,000
			5,266,000	0	0	100,000	100,000	500,000	500,000	620,000	1,561,000	562,000	563,000	760,000
			0	0	0	0	0	0	0	0	0	0	0	0
14-20	Recreational Field Bleachers		75,000	0	0	0	75,000	0	0	0	0	0	0	0
			75,000	0	0	0	75,000	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-21	Regional Park Dog Park		75,000	0	0	0	75,000	0	0	0	0	0	0	0
			75,000	0	0	0	75,000	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-22	Regional Park Walking/Hiking Trail		690,000	0	690,000	0	0	0	0	0	0	0	0	0
			690,000	0	690,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
14-23	Roof Replacements Various Locations		225,000	0	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
			225,000	0	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**11,972,244**	**549,244**	**1,602,000**	**705,000**	**810,000**	**1,170,000**	**1,095,000**	**1,165,000**	**1,881,000**	**932,000**	**883,000**	**1,180,000**
			12,022,244	**599,244**	**1,602,000**	**705,000**	**810,000**	**1,170,000**	**1,095,000**	**1,165,000**	**1,881,000**	**932,000**	**883,000**	**1,180,000**
			50,000	**50,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Funding Sources													
	General Fund		3,561,007	46,007	356,000	251,000	284,000	431,000	690,000	332,000	95,000	213,000	377,000	486,000
			3,393,007	96,007	356,000	251,000	191,000	431,000	690,000	207,000	95,000	213,000	377,000	486,000
		2	(168,000)	50,000	0	0	(93,000)	0	0	(125,000)	0	0	0	0
	Transfer Tax		251,000	0	0	0	0	140,000	0	0	111,000	0	0	0
			469,000	0	0	0	93,000	140,000	0	125,000	111,000	0	0	0
		2	218,000	0	0	0	93,000	0	0	125,000	0	0	0	0
	Capital Reserve - General		91,000	91,000	0	0	0	0	0	0	0	0	0	0
			91,000	91,000	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Federal Grant		1,804,000	0	534,000	0	0	150,000	0	120,000	1,000,000	0	0	0
			1,804,000	0	534,000	0	0	150,000	0	120,000	1,000,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	State Grant		6,265,237	412,237	712,000	454,000	526,000	449,000	405,000	713,000	675,000	719,000	506,000	694,000
			6,265,237	412,237	712,000	454,000	526,000	449,000	405,000	713,000	675,000	719,000	506,000	694,000
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**11,972,244**	**549,244**	**1,602,000**	**705,000**	**810,000**	**1,170,000**	**1,095,000**	**1,165,000**	**1,881,000**	**932,000**	**883,000**	**1,180,000**
			12,022,244	**599,244**	**1,602,000**	**705,000**	**810,000**	**1,170,000**	**1,095,000**	**1,165,000**	**1,881,000**	**932,000**	**883,000**	**1,180,000**
			50,000	**50,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total									
Total Project Cost 2022 Draft 1	11,423,000	1,602,000	705,000	810,000	1,170,000	1,095,000	1,165,000	1,881,000	932,000	883,000	1,180,000
Total Project Cost 2022 Draft 2	11,423,000	1,602,000	705,000	810,000	1,170,000	1,095,000	1,165,000	1,881,000	932,000	883,000	1,180,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	3,766,000	356,000	251,000	284,000	571,000	690,000	332,000	206,000	213,000	377,000	486,000
Local Funding 2022 Draft 2	3,766,000	356,000	251,000	284,000	571,000	690,000	332,000	206,000	213,000	377,000	486,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	7,657,000	1,246,000	454,000	526,000	599,000	405,000	833,000	1,675,000	719,000	506,000	694,000
Other Funding 2022 Draft 2	7,657,000	1,246,000	454,000	526,000	599,000	405,000	833,000	1,675,000	719,000	506,000	694,000
	0	0	0	0	0	0	0	0	0	0	0

*Project renamed, previously Tennis Court Resurfacing

Adjustment Comments:

1 Prior Appropriated amounts were adjusted reflect the recently approved Mid-Year budget adjustment.
2 Funding sources were adjusted to balance within each available source.

Washington County, Maryland
Capital Improvement 10yr Detail - Public Safety
Fiscal Year 2022 - 2031
Draft 2

Page	Project Costs		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
15-3	Detention Center - Systemic Projects		3,713,127	377,127	540,000	766,000	190,000	200,000	500,000	20,000	250,000	250,000	400,000	220,000
			3,213,127	377,127	136,000	670,000	190,000	200,000	500,000	20,000	250,000	250,000	400,000	220,000
		3	(500,000)	0	(404,000)	(96,000)	0	0	0	0	0	0	0	0
15-4	Police & EMS Training Facility		11,800,000	10,400,000	1,400,000	0	0	0	0	0	0	0	0	0
			13,200,000	11,800,000	1,400,000	0	0	0	0	0	0	0	0	0
		1	1,400,000	1,400,000	0	0	0	0	0	0	0	0	0	0
15-5	Communication Tower(s) Various		620,806	156,806	110,000	0	114,000	0	118,000	0	122,000	0	0	0
			620,806	156,806	110,000	0	114,000	0	118,000	0	122,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
15-6	P25 UHF Public Safety Radio Communications System Upgrade		200,000	100,000	100,000	0	0	0	0	0	0	0	0	0
			200,000	100,000	100,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
15-7	Portable Radio Replacement Program - Sheriff		1,286,062	108,062	110,000	112,000	114,000	116,000	118,000	120,000	120,000	122,000	122,000	124,000
			1,286,062	108,062	110,000	112,000	114,000	116,000	118,000	120,000	120,000	122,000	122,000	124,000
			0	0	0	0	0	0	0	0	0	0	0	0
15-8	Law Enforcement - Vehicle & Equipment Replacement Prog		7,899,311	764,311	650,000	660,000	650,000	725,000	725,000	725,000	750,000	750,000	750,000	750,000
			8,399,311	1,264,311	650,000	660,000	650,000	725,000	725,000	725,000	750,000	750,000	750,000	750,000
		1	500,000	500,000	0	0	0	0	0	0	0	0	0	0
15-9	Emergency Services Equipment & Vehicle Program		1,944,608	84,608	150,000	160,000	150,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
			2,019,608	159,608	150,000	160,000	150,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
		1	75,000	75,000	0	0	0	0	0	0	0	0	0	0
15-10	911 Center Building Expansion		1,800,000	0	0	0	0	528,000	1,272,000	0	0	0	0	0
			1,800,000	0	0	0	0	528,000	1,272,000	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
15-11	Burn Building - PSTC Training Center*		1,500,000	0	500,000	1,000,000	0	0	0	0	0	0	0	0
			1,500,000	0	500,000	1,000,000	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
15-12	Canteen/Rehab Unit Replacement		450,000	0	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
			450,000	0	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
			0	0	0	0	0	0	0	0	0	0	0	0
15-13	Portable Radio Replacement Program - Emergency Service		3,800,000	0	2,000,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
			4,300,000	0	2,404,000	296,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
		3	500,000	0	404,000	96,000	0	0	0	0	0	0	0	0
15-14	Patrol Services Relocation Renovation		6,548,000	0	0	600,000	500,000	500,000	500,000	500,000	500,000	1,020,000	1,928,000	500,000
			6,548,000	0	0	600,000	500,000	500,000	500,000	500,000	500,000	1,020,000	1,928,000	500,000
			0	0	0	0	0	0	0	0	0	0	0	0
15-15	Safety Officer Vehicle Replacement		144,000	0	0	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
			144,000	0	0	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**41,705,914**	**11,990,914**	**5,605,000**	**3,559,000**	**1,979,000**	**2,530,000**	**3,694,000**	**1,826,000**	**2,203,000**	**2,603,000**	**3,661,000**	**2,055,000**
			43,680,914	**13,965,914**	**5,605,000**	**3,559,000**	**1,979,000**	**2,530,000**	**3,694,000**	**1,826,000**	**2,203,000**	**2,603,000**	**3,661,000**	**2,055,000**
			1,975,000	**1,975,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Funding Sources													
General Fund		26,786,787	5,722,787	2,804,000	2,879,000	1,799,000	1,822,000	2,242,000	1,646,000	1,773,000	2,123,000	2,101,000	1,875,000
		27,499,787	7,697,787	2,804,000	1,837,000	1,799,000	1,822,000	2,242,000	1,646,000	1,773,000	1,903,000	2,101,000	1,875,000
	2	713,000	1,975,000	0	(1,042,000)	0	0	0	0	0	(220,000)	0	0
Tax-Supported Bond		8,370,000	4,540,000	700,000	0	0	528,000	922,000	0	0	300,000	1,380,000	0
		9,588,000	4,540,000	700,000	998,000	0	528,000	922,000	0	0	520,000	1,380,000	0
	2	1,218,000	0	0	998,000	0	0	0	0	0	220,000	0	0
Transfer Tax		1,076,127	25,127	301,000	500,000	0	0	0	0	250,000	0	0	0
		1,120,127	25,127	301,000	544,000	0	0	0	0	250,000	0	0	0
	2	44,000	0	0	44,000	0	0	0	0	0	0	0	0
Capital Reserve - General		703,000	703,000	0	0	0	0	0	0	0	0	0	0
		703,000	703,000	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
Federal Grant		3,420,000	0	1,800,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000
		3,420,000	0	1,800,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000
		0	0	0	0	0	0	0	0	0	0	0	0
State Grant		1,350,000	1,000,000	0	0	0	0	350,000	0	0	0	0	0
		1,350,000	1,000,000	0	0	0	0	350,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
TOTAL		**41,705,914**	**11,990,914**	**5,605,000**	**3,559,000**	**1,979,000**	**2,530,000**	**3,694,000**	**1,826,000**	**2,203,000**	**2,603,000**	**3,661,000**	**2,055,000**
		43,680,914	**13,965,914**	**5,605,000**	**3,559,000**	**1,979,000**	**2,530,000**	**3,694,000**	**1,826,000**	**2,203,000**	**2,603,000**	**3,661,000**	**2,055,000**
		1,975,000	**1,975,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	29,715,000	5,605,000	3,559,000	1,979,000	2,530,000	3,694,000	1,826,000	2,203,000	2,603,000	3,661,000	2,055,000
Total Project Cost 2022 Draft 2	29,715,000	5,605,000	3,559,000	1,979,000	2,530,000	3,694,000	1,826,000	2,203,000	2,603,000	3,661,000	2,055,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	25,945,000	3,805,000	3,379,000	1,799,000	2,350,000	3,164,000	1,646,000	2,023,000	2,423,000	3,481,000	1,875,000
Local Funding 2022 Draft 2	25,945,000	3,805,000	3,379,000	1,799,000	2,350,000	3,164,000	1,646,000	2,023,000	2,423,000	3,481,000	1,875,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	3,770,000	1,800,000	180,000	180,000	180,000	530,000	180,000	180,000	180,000	180,000	180,000
Other Funding 2022 Draft 2	3,770,000	1,800,000	180,000	180,000	180,000	530,000	180,000	180,000	180,000	180,000	180,000
	0	0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

1 Prior Appropriated amounts were adjusted reflect the recently approved Mid-Year budget adjustment.
2 Funding sources were adjusted to balance within each available source.
3 FY22 amount for Detention Center included a roof replacement that is now being funded through the Mid-Year budget adjustment. Funding was redirected to the DES radio replacement project.

*Project renamed, previously Class A Burn Building - HFD Training Center

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Page		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Project Costs												
16-2	Railroad Study & Improvements	2,428,837	669,837	295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
		2,428,837	669,837	295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**2,428,837**	**669,837**	**295,000**	**0**	**0**	**348,000**	**0**	**360,000**	**0**	**372,000**	**0**	**384,000**
		2,428,837	**669,837**	**295,000**	**0**	**0**	**348,000**	**0**	**360,000**	**0**	**372,000**	**0**	**384,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Funding Sources												
	General Fund	2,428,837	669,837	295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
		2,428,837	669,837	295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**2,428,837**	**669,837**	**295,000**	**0**	**0**	**348,000**	**0**	**360,000**	**0**	**372,000**	**0**	**384,000**
		2,428,837	**669,837**	**295,000**	**0**	**0**	**348,000**	**0**	**360,000**	**0**	**372,000**	**0**	**384,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	1,759,000		295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
Total Project Cost 2022 Draft 2	1,759,000		295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
	0		0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	1,759,000		295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
Local Funding 2022 Draft 2	1,759,000		295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
	0		0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	0		0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 2	0		0	0	0	0	0	0	0	0	0	0
	0		0	0	0	0	0	0	0	0	0	0

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Page	Project Costs		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
17-4	Intersection & Signal Improvements		1,120,784	370,784	0	250,000	0	250,000	0	0	250,000	0	0	0
			1,120,784	370,784	0	250,000	0	250,000	0	0	250,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-5	Transportation ADA		1,115,178	265,178	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000
			1,115,178	265,178	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000
			0	0	0	0	0	0	0	0	0	0	0	0
17-6	Pavement Maintenance and Rehab Program		60,853,396	8,853,396	4,750,000	4,750,000	5,000,000	5,000,000	5,250,000	5,250,000	5,500,000	5,500,000	5,500,000	5,500,000
			62,953,396	10,953,396	4,750,000	4,750,000	5,000,000	5,000,000	5,250,000	5,250,000	5,500,000	5,500,000	5,500,000	5,500,000
		1	2,100,000	2,100,000	0	0	0	0	0	0	0	0	0	0
17-7	Longmeadow Road		2,105,000	0	0	0	0	0	310,000	432,000	518,000	845,000	0	0
			2,105,000	0	0	0	0	0	310,000	432,000	518,000	845,000	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-8	Eastern Boulevard Extended		7,603,000	0	0	0	300,000	1,711,000	1,556,000	2,033,000	2,003,000	0	0	0
			7,603,000	0	0	0	300,000	1,711,000	1,556,000	2,033,000	2,003,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-9	Eastern Boulevard Widening Phase II		5,672,300	4,772,300	0	400,000	500,000	0	0	0	0	0	0	0
			5,672,300	2,691,300	0	400,000	2,581,000	0	0	0	0	0	0	0
		3	0	(2,081,000)	0	0	2,081,000	0	0	0	0	0	0	0
17-10	Eastern Blvd at Antietam Drive Improvements		3,006,000	2,006,000	1,000,000	0	0	0	0	0	0	0	0	0
			3,006,000	2,006,000	1,000,000	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-11	Professional Boulevard Extended Phase II		4,809,200	4,309,200	155,000	345,000	0	0	0	0	0	0	0	0
			4,809,200	4,809,200	0	0	0	0	0	0	0	0	0	0
		3	0	500,000	(155,000)	(345,000)	0	0	0	0	0	0	0	0
17-12	Valley Mall Area Road Improvements Phase II		775,145	33,145	0	0	381,000	361,000	0	0	0	0	0	0
			775,145	33,145	0	0	381,000	361,000	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-13	Professional Boulevard Extended Phase III		1,203,000	0	0	149,000	1,054,000	0	0	0	0	0	0	0
			1,203,000	1,135,000	0	68,000	0	0	0	0	0	0	0	0
		3	0	1,135,000	0	(81,000)	(1,054,000)	0	0	0	0	0	0	0
17-14	Showalter Road Extended East		1,010,000	510,000	0	0	0	0	0	0	0	0	0	500,000
			1,010,000	510,000	0	0	0	0	0	0	0	0	0	500,000
			0	0	0	0	0	0	0	0	0	0	0	0
17-15	Halfway Boulevard Extended		5,973,000	5,073,000	400,000	500,000	0	0	0	0	0	0	0	0
			5,973,000	5,073,000	400,000	500,000	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-16	Wright Road		2,500,000	454,000	1,018,000	528,000	500,000	0	0	0	0	0	0	0
			2,500,000	100,000	1,173,000	954,000	273,000	0	0	0	0	0	0	0
		3	0	(354,000)	155,000	426,000	(227,000)	0	0	0	0	0	0	0
17-17	Burnside Bridge Road Spot Improvements		544,000	0	0	0	0	0	0	544,000	0	0	0	0
			544,000	0	0	0	0	0	0	544,000	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0

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			Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
17-18	E. Oak Ridge Drive/South Pointe Signal		461,000	0	0	0	0	111,000	350,000	0	0	0	0	0
			461,000	0	0	0	0	111,000	350,000	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-19	Marsh Pike from MD60 to Longmeadow		500,000	0	0	0	0	0	0	0	0	0	0	500,000
			500,000	0	0	0	0	0	0	0	0	0	0	500,000
			0	0	0	0	0	0	0	0	0	0	0	0
17-20	Mt Aetna Road Spot Improvements		2,422,000	0	0	0	0	0	0	0	0	0	1,250,000	1,172,000
			2,422,000	0	0	0	0	0	0	0	0	0	1,250,000	1,172,000
			0	0	0	0	0	0	0	0	0	0	0	0
17-21	Professional Boulevard Extended - Phase IV		800,000	0	0	0	800,000	0	0	0	0	0	0	0
			800,000	800,000	0	0	0	0	0	0	0	0	0	0
		3	0	800,000	0	0	(800,000)	0	0	0	0	0	0	0
17-22	Rockdale Road and Independence Road Spot Improvements		1,025,000	0	0	0	0	0	0	0	0	0	450,000	575,000
			1,025,000	0	0	0	0	0	0	0	0	0	450,000	575,000
			0	0	0	0	0	0	0	0	0	0	0	0
17-23	Sandstone Drive Spot Improvements		500,000	0	0	0	0	0	0	0	0	500,000	0	0
			500,000	0	0	0	0	0	0	0	0	500,000	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-24	Highway - Vehicle & Equipment Replacement Program		15,719,736	1,503,736	1,032,000	1,084,000	1,322,000	1,389,000	1,458,000	1,531,000	1,600,000	1,600,000	1,600,000	1,600,000
			16,969,736	2,753,736	1,032,000	1,084,000	1,322,000	1,389,000	1,458,000	1,531,000	1,600,000	1,600,000	1,600,000	1,600,000
		1	1,250,000	1,250,000	0	0	0	0	0	0	0	0	0	0
17-25	Highway Maintenance Shop - Western Section		374,000	0	0	374,000	0	0	0	0	0	0	0	0
			374,000	0	0	374,000	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
17-26	Highway Western Section - Fuel Tank Replacement		847,000	486,000	0	361,000	0	0	0	0	0	0	0	0
			847,000	486,000	0	361,000	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**120,938,739**	**28,636,739**	**8,440,000**	**8,826,000**	**9,942,000**	**8,907,000**	**9,009,000**	**9,875,000**	**9,956,000**	**8,530,000**	**8,885,000**	**9,932,000**
			124,288,739	**31,986,739**	**8,440,000**	**8,826,000**	**9,942,000**	**8,907,000**	**9,009,000**	**9,875,000**	**9,956,000**	**8,530,000**	**8,885,000**	**9,932,000**
			3,350,000	**3,350,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Funding Sources

		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
General Fund		16,460,310	3,263,310	617,000	1,293,000	1,100,000	1,142,000	1,539,000	1,116,000	1,435,000	1,426,000	1,717,000	1,812,000
		18,351,310	6,613,310	695,000	1,293,000	1,100,000	1,142,000	1,071,000	1,116,000	1,435,000	1,185,000	1,342,000	1,359,000
	2	1,891,000	3,350,000	78,000	0	0	0	(468,000)	0	0	(241,000)	(375,000)	(453,000)
Highway Fund		5,911,641	911,641	500,000	861,000	307,000	332,000	500,000	500,000	500,000	500,000	500,000	500,000
		5,911,641	911,641	500,000	861,000	307,000	332,000	500,000	500,000	500,000	500,000	500,000	500,000
		0	0	0	0	0	0	0	0	0	0	0	0
Tax-Supported Bond		72,833,471	12,552,471	6,094,000	6,288,000	7,289,000	5,947,000	5,361,000	6,660,000	6,775,000	4,989,000	4,963,000	5,915,000
		74,332,471	12,552,471	5,689,000	6,467,000	7,400,000	5,924,000	5,829,000	6,785,000	6,750,000	5,230,000	5,338,000	6,368,000
	2, 3	1,499,000	0	(405,000)	179,000	111,000	(23,000)	468,000	125,000	(25,000)	241,000	375,000	453,000
Transfer Tax		15,028,317	4,254,317	24,000	179,000	1,041,000	1,281,000	1,404,000	1,394,000	1,041,000	1,410,000	1,500,000	1,500,000
		14,988,317	4,254,317	351,000	0	930,000	1,304,000	1,404,000	1,269,000	1,066,000	1,410,000	1,500,000	1,500,000
	2	(40,000)	0	327,000	(179,000)	(111,000)	23,000	0	(125,000)	25,000	0	0	0
Excise Tax - Roads		1,530,320	270,320	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000
		1,530,320	270,320	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000
		0	0	0	0	0	0	0	0	0	0	0	0

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	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Excise Tax - Other	319,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000
	319,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000
	0	0	0	0	0	0	0	0	0	0	0	0
Excise Tax - Non-Residential	550,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
	550,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
	0	0	0	0	0	0	0	0	0	0	0	0
APFO Fees - Roads	300,000	300,000	0	0	0	0	0	0	0	0	0	0
	300,000	300,000	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve - General	650,000	650,000	0	0	0	0	0	0	0	0	0	0
	650,000	650,000	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Federal Grant	6,155,680	5,155,680	1,000,000	0	0	0	0	0	0	0	0	0
	6,155,680	5,155,680	1,000,000	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
State Grant	1,200,000	1,200,000	0	0	0	0	0	0	0	0	0	0
	1,200,000	1,200,000	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**120,938,739**	**28,636,739**	**8,440,000**	**8,826,000**	**9,942,000**	**8,907,000**	**9,009,000**	**9,875,000**	**9,956,000**	**8,530,000**	**8,885,000**	**9,932,000**
	124,288,739	**31,986,739**	**8,440,000**	**8,826,000**	**9,942,000**	**8,907,000**	**9,009,000**	**9,875,000**	**9,956,000**	**8,530,000**	**8,885,000**	**9,932,000**
	3,350,000	**3,350,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	92,302,000	8,440,000	8,826,000	9,942,000	8,907,000	9,009,000	9,875,000	9,956,000	8,530,000	8,885,000	9,932,000
Total Project Cost 2022 Draft 2	92,302,000	8,440,000	8,826,000	9,942,000	8,907,000	9,009,000	9,875,000	9,956,000	8,530,000	8,885,000	9,932,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	91,302,000	7,440,000	8,826,000	9,942,000	8,907,000	9,009,000	9,875,000	9,956,000	8,530,000	8,885,000	9,932,000
Local Funding 2022 Draft 2	91,302,000	7,440,000	8,826,000	9,942,000	8,907,000	9,009,000	9,875,000	9,956,000	8,530,000	8,885,000	9,932,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 2	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

1 Prior Appropriated amounts were adjusted reflect the recently approved Mid-Year budget adjustment.
2 Funding sources were adjusted to balance within each available source.
3 Project funding added or removed based on propsed budget adjustment for FY21 bond issuance.

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Page		Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Project Costs												
18-2	Contingency - Solid Waste	522,000	83,000	0	30,000	30,000	35,000	35,000	60,000	60,000	62,000	63,000	64,000
		522,000	83,000	0	30,000	30,000	35,000	35,000	60,000	60,000	62,000	63,000	64,000
		0	0	0	0	0	0	0	0	0	0	0	0
18-3	Close Out Cap - Rubblefill	2,091,000	190,000	1,901,000	0	0	0	0	0	0	0	0	0
		2,091,000	190,000	1,901,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
18-4	SW Equip/Vehicle Replacement	350,157	56,157	28,000	28,000	29,000	29,000	30,000	30,000	30,000	30,000	30,000	30,000
		350,157	56,157	28,000	28,000	29,000	29,000	30,000	30,000	30,000	30,000	30,000	30,000
		0	0	0	0	0	0	0	0	0	0	0	0
18-5	40 West Landfill - Cell 5 Construction	4,083,000	0	0	0	440,000	3,472,000	171,000	0	0	0	0	0
		4,083,000	0	0	0	440,000	3,472,000	171,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
18-6	40 West Security Upgrades	60,000	0	60,000	0	0	0	0	0	0	0	0	0
		60,000	0	60,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**7,106,157**	**329,157**	**1,989,000**	**58,000**	**499,000**	**3,536,000**	**236,000**	**90,000**	**90,000**	**92,000**	**93,000**	**94,000**
		7,106,157	**329,157**	**1,989,000**	**58,000**	**499,000**	**3,536,000**	**236,000**	**90,000**	**90,000**	**92,000**	**93,000**	**94,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Funding Sources												
	General Fund	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	Solid Waste Fund	932,157	139,157	88,000	58,000	59,000	64,000	65,000	90,000	90,000	92,000	93,000	94,000
		932,157	139,157	88,000	58,000	59,000	64,000	65,000	90,000	90,000	92,000	93,000	94,000
		0	0	0	0	0	0	0	0	0	0	0	0
	Self-Supported Bond	4,273,000	190,000	0	0	440,000	3,472,000	171,000	0	0	0	0	0
		4,273,000	190,000	0	0	440,000	3,472,000	171,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	Capital Reserve - Solid Waste	1,901,000	0	1,901,000	0	0	0	0	0	0	0	0	0
		1,901,000	0	1,901,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**7,106,157**	**329,157**	**1,989,000**	**58,000**	**499,000**	**3,536,000**	**236,000**	**90,000**	**90,000**	**92,000**	**93,000**	**94,000**
		7,106,157	**329,157**	**1,989,000**	**58,000**	**499,000**	**3,536,000**	**236,000**	**90,000**	**90,000**	**92,000**	**93,000**	**94,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	6,777,000	1,989,000	58,000	499,000	3,536,000	236,000	90,000	90,000	92,000	93,000	94,000
Total Project Cost 2022 Draft 2	6,777,000	1,989,000	58,000	499,000	3,536,000	236,000	90,000	90,000	92,000	93,000	94,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	6,777,000	1,989,000	58,000	499,000	3,536,000	236,000	90,000	90,000	92,000	93,000	94,000
Local Funding 2022 Draft 2	6,777,000	1,989,000	58,000	499,000	3,536,000	236,000	90,000	90,000	92,000	93,000	94,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 2	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0

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Page	Project Costs	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
19-3	Vehicle Preventive Maintenance	4,259,230	509,230	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000
		4,259,230	509,230	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000
		0	0	0	0	0	0	0	0	0	0	0	0
19-4	Fixed Route Bus Replacement Program	6,254,000	3,972,000	0	0	0	0	0	0	0	0	1,956,000	326,000
		6,254,000	3,972,000	0	0	0	0	0	0	0	0	1,956,000	326,000
		0	0	0	0	0	0	0	0	0	0	0	0
19-5	ADA Bus Replacement	450,000	90,000	0	0	0	0	90,000	90,000	90,000	0	0	90,000
		450,000	90,000	0	0	0	0	90,000	90,000	90,000	0	0	90,000
		0	0	0	0	0	0	0	0	0	0	0	0
19-6	Transportation Development Plan	100,000	0	0	0	0	0	0	100,000	0	0	0	0
		100,000	0	0	0	0	0	0	100,000	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
19-7	CARES Act Preventative Maintenance	1,351,000	0	1,351,000	0	0	0	0	0	0	0	0	0
		1,351,000	0	1,351,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
19-8	CARES Act Support Vehicle	49,000	0	49,000	0	0	0	0	0	0	0	0	0
		49,000	0	49,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
19-9	CARES Act Small Bus Replacement	178,000	0	178,000	0	0	0	0	0	0	0	0	0
		178,000	0	178,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
19-10	CARES Act Fixed Route Replacement Buses	1,205,000	0	1,205,000	0	0	0	0	0	0	0	0	0
		1,205,000	0	1,205,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**13,846,230**	**4,571,230**	**3,158,000**	**375,000**	**375,000**	**375,000**	**465,000**	**565,000**	**465,000**	**375,000**	**2,331,000**	**791,000**
		13,846,230	**4,571,230**	**3,158,000**	**375,000**	**375,000**	**375,000**	**465,000**	**565,000**	**465,000**	**375,000**	**2,331,000**	**791,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	Funding Sources	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	General Fund	1,091,923	410,923	75,000	37,000	37,000	37,000	46,000	56,000	46,000	37,000	232,000	78,000
		1,091,923	410,923	75,000	37,000	37,000	37,000	46,000	56,000	46,000	37,000	232,000	78,000
		0	0	0	0	0	0	0	0	0	0	0	0
	Capital Reserve - General	46,000	46,000	0	0	0	0	0	0	0	0	0	0
		46,000	46,000										
		0	0	0	0	0	0	0	0	0	0	0	0
	Federal Grant	11,633,384	3,656,384	3,083,000	300,000	300,000	300,000	372,000	452,000	372,000	300,000	1,865,000	633,000
		11,633,384	3,656,384	3,083,000	300,000	300,000	300,000	372,000	452,000	372,000	300,000	1,865,000	633,000
		0	0	0	0	0	0	0	0	0	0	0	0
	State Grant	1,074,923	457,923	0	38,000	38,000	38,000	47,000	57,000	47,000	38,000	234,000	80,000
		1,074,923	457,923	0	38,000	38,000	38,000	47,000	57,000	47,000	38,000	234,000	80,000
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**13,846,230**	**4,571,230**	**3,158,000**	**375,000**	**375,000**	**375,000**	**465,000**	**565,000**	**465,000**	**375,000**	**2,331,000**	**791,000**
		13,846,230	**4,571,230**	**3,158,000**	**375,000**	**375,000**	**375,000**	**465,000**	**565,000**	**465,000**	**375,000**	**2,331,000**	**791,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total										
Total Project Cost 2022 Draft 1	9,275,000	3,158,000	375,000	375,000	375,000	465,000	565,000	465,000	375,000	2,331,000	791,000
Total Project Cost 2022 Draft 2	9,275,000	3,158,000	375,000	375,000	375,000	465,000	565,000	465,000	375,000	2,331,000	791,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	681,000	75,000	37,000	37,000	37,000	46,000	56,000	46,000	37,000	232,000	78,000
Local Funding 2022 Draft 2	681,000	75,000	37,000	37,000	37,000	46,000	56,000	46,000	37,000	232,000	78,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	8,594,000	3,083,000	338,000	338,000	338,000	419,000	509,000	419,000	338,000	2,099,000	713,000
Other Funding 2022 Draft 2	8,594,000	3,083,000	338,000	338,000	338,000	419,000	509,000	419,000	338,000	2,099,000	713,000
	0	0	0	0	0	0	0	0	0	0	0

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Page	Project Costs	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
20-6	Contingency - Utility Admin	198,677	135,677	0	0	0	0	0	0	0	0	31,000	32,000
		198,677	135,677	0	0	0	0	0	0	0	0	31,000	32,000
		0	0	0	0	0	0	0	0	0	0	0	0
20-7	General Building Improvements	964,000	0	30,000	40,000	300,000	594,000	0	0	0	0	0	0
		964,000	0	30,000	40,000	300,000	594,000	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
20-8	Lab Equipment Replacement	379,117	135,117	25,000	25,000	23,000	23,000	24,000	24,000	25,000	25,000	25,000	25,000
		379,117	135,117	25,000	25,000	23,000	23,000	24,000	24,000	25,000	25,000	25,000	25,000
		0	0	0	0	0	0	0	0	0	0	0	0
20-9	WQ Equip/Vehicle Replacement Program	1,143,929	268,929	80,000	80,000	80,000	85,000	85,000	90,000	90,000	95,000	95,000	95,000
		1,143,929	268,929	80,000	80,000	80,000	85,000	85,000	90,000	90,000	95,000	95,000	95,000
		0	0	0	0	0	0	0	0	0	0	0	0
20-10	Local Limits Study	50,000	0	50,000	0	0	0	0	0	0	0	0	0
		50,000	0	50,000	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**2,735,723**	**539,723**	**185,000**	**145,000**	**403,000**	**702,000**	**109,000**	**114,000**	**115,000**	**120,000**	**151,000**	**152,000**
		2,735,723	**539,723**	**185,000**	**145,000**	**403,000**	**702,000**	**109,000**	**114,000**	**115,000**	**120,000**	**151,000**	**152,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Funding Sources	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
General Fund	29,400	29,400	0	0	0	0	0	0	0	0	0	0
	29,400	29,400	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Utility Admin Fund	1,742,323	510,323	155,000	105,000	103,000	108,000	109,000	114,000	115,000	120,000	151,000	152,000
	1,742,323	510,323	155,000	105,000	103,000	108,000	109,000	114,000	115,000	120,000	151,000	152,000
	0	0	0	0	0	0	0	0	0	0	0	0
Self-Supported Bond	964,000	0	30,000	40,000	300,000	594,000	0	0	0	0	0	0
	964,000	0	30,000	40,000	300,000	594,000	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**2,735,723**	**539,723**	**185,000**	**145,000**	**403,000**	**702,000**	**109,000**	**114,000**	**115,000**	**120,000**	**151,000**	**152,000**
	2,735,723	**539,723**	**185,000**	**145,000**	**403,000**	**702,000**	**109,000**	**114,000**	**115,000**	**120,000**	**151,000**	**152,000**
	0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	2,196,000	185,000	145,000	403,000	702,000	109,000	114,000	115,000	120,000	151,000	152,000
Total Project Cost 2022 Draft 2	2,196,000	185,000	145,000	403,000	702,000	109,000	114,000	115,000	120,000	151,000	152,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	2,196,000	185,000	145,000	403,000	702,000	109,000	114,000	115,000	120,000	151,000	152,000
Local Funding 2022 Draft 2	2,196,000	185,000	145,000	403,000	702,000	109,000	114,000	115,000	120,000	151,000	152,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 2	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0

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Page			Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Project Costs													
20-11	Contingency - Sewer		136,939	36,939	0	0	0	0	0	0	0	0	50,000	50,000
			136,939	36,939	0	0	0	0	0	0	0	0	50,000	50,000
			0	0	0	0	0	0	0	0	0	0	0	0
20-12	Replace Grinder Pumps		985,418	110,418	80,000	80,000	80,000	80,000	90,000	90,000	90,000	95,000	95,000	95,000
			985,418	110,418	80,000	80,000	80,000	80,000	90,000	90,000	90,000	95,000	95,000	95,000
			0	0	0	0	0	0	0	0	0	0	0	0
20-13	Pump Station Upgrades - Various Stations		4,264,544	1,726,544	0	153,000	0	0	885,000	0	750,000	0	750,000	0
			4,264,544	1,451,544	275,000	153,000	0	0	885,000	0	750,000	0	750,000	0
		1	0	(275,000)	275,000	0	0	0	0	0	0	0	0	0
20-14	Collection System Rehabilitation Project		3,642,618	372,618	0	0	0	870,000	0	900,000	0	750,000	0	750,000
			3,642,618	372,618	0	0	0	870,000	0	900,000	0	750,000	0	750,000
			0	0	0	0	0	0	0	0	0	0	0	0
20-15	Capacity Management Project		11,202,160	10,902,160	300,000	0	0	0	0	0	0	0	0	0
			11,202,160	4,462,160	6,740,000	0	0	0	0	0	0	0	0	0
		1	0	(6,440,000)	6,440,000	0	0	0	0	0	0	0	0	0
20-16	Smithsburg WWTP ENR Upgrade		17,903,387	7,403,387	0	0	0	0	0	0	0	0	5,500,000	5,000,000
			17,903,387	4,403,387	3,000,000	0	0	0	0	0	0	0	5,500,000	5,000,000
		1	0	(3,000,000)	3,000,000	0	0	0	0	0	0	0	0	0
20-17	Heavy Sewer EQP and VEH Replacement		1,462,256	363,256	150,000	94,000	200,000	200,000	200,000	105,000	35,000	35,000	40,000	40,000
			1,462,256	363,256	150,000	94,000	200,000	200,000	200,000	105,000	35,000	35,000	40,000	40,000
			0	0	0	0	0	0	0	0	0	0	0	0
20-18	Potomac Edison Pump Station & Force Main		1,700,000	0	0	0	0	0	0	0	1,700,000	0	0	0
			1,700,000	0	0	0	0	0	0	0	1,700,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
20-19	General WwTP Improvements		1,350,000	0	0	250,000	250,000	300,000	250,000	300,000	0	0	0	0
			1,350,000	0	0	250,000	250,000	300,000	250,000	300,000	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
20-20	Sandy Hook Collection System Upgrades		175,000	0	100,000	25,000	25,000	25,000	0	0	0	0	0	0
			175,000	0	100,000	25,000	25,000	25,000	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**42,822,322**	**20,915,322**	**630,000**	**602,000**	**555,000**	**1,475,000**	**1,425,000**	**1,395,000**	**2,575,000**	**880,000**	**6,435,000**	**5,935,000**
			42,822,322	**11,200,322**	**10,345,000**	**602,000**	**555,000**	**1,475,000**	**1,425,000**	**1,395,000**	**2,575,000**	**880,000**	**6,435,000**	**5,935,000**
			0	**(9,715,000)**	**9,715,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Funding Sources													
	Sewer Fund		4,529,150	2,280,150	330,000	199,000	305,000	305,000	290,000	195,000	125,000	130,000	185,000	185,000
			4,529,150	2,280,150	330,000	199,000	305,000	305,000	290,000	195,000	125,000	130,000	185,000	185,000
			0	0	0	0	0	0	0	0	0	0	0	0
	Self-Supported Bond		35,718,172	18,635,172	300,000	403,000	250,000	870,000	1,135,000	885,000	750,000	490,000	6,250,000	5,750,000
			35,718,172	8,920,172	10,015,000	403,000	250,000	870,000	1,135,000	885,000	750,000	490,000	6,250,000	5,750,000
		1	0	(9,715,000)	9,715,000	0	0	0	0	0	0	0	0	0
	State Grant		875,000	0	0	0	0	300,000	0	315,000	0	260,000	0	0
			875,000	0	0	0	0	300,000	0	315,000	0	260,000	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	Contributions		1,700,000	0	0	0	0	0	0	0	1,700,000	0	0	0
			1,700,000	0	0	0	0	0	0	0	1,700,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL		**42,822,322**	**20,915,322**	**630,000**	**602,000**	**555,000**	**1,475,000**	**1,425,000**	**1,395,000**	**2,575,000**	**880,000**	**6,435,000**	**5,935,000**
			42,822,322	**11,200,322**	**10,345,000**	**602,000**	**555,000**	**1,475,000**	**1,425,000**	**1,395,000**	**2,575,000**	**880,000**	**6,435,000**	**5,935,000**
			0	**(9,715,000)**	**9,715,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	10 yr total											
Total Project Cost 2022 Draft 1	21,907,000		630,000	602,000	555,000	1,475,000	1,425,000	1,395,000	2,575,000	880,000	6,435,000	5,935,000
Total Project Cost 2022 Draft 2	31,622,000		10,345,000	602,000	555,000	1,475,000	1,425,000	1,395,000	2,575,000	880,000	6,435,000	5,935,000
	9,715,000		9,715,000	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	19,332,000		630,000	602,000	555,000	1,175,000	1,425,000	1,080,000	875,000	620,000	6,435,000	5,935,000
Local Funding 2022 Draft 2	29,047,000		10,345,000	602,000	555,000	1,175,000	1,425,000	1,080,000	875,000	620,000	6,435,000	5,935,000
	9,715,000		9,715,000	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	2,575,000		0	0	0	300,000	0	315,000	1,700,000	260,000	0	0
Other Funding 2022 Draft 2	2,575,000		0	0	0	300,000	0	315,000	1,700,000	260,000	0	0
	0		0	0	0	0	0	0	0	0	0	0

Adjustment Comments:

1 Project funding added or removed based on propsed budget adjustment for FY21 bond issuance.

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Page	Project Costs	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
20-21	Sharpsburg Water Meter Cradle Replacement	1,000,000	375,000	250,000	250,000	125,000	0	0	0	0	0	0	0
		1,000,000	375,000	250,000	250,000	125,000	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
20-22	Water Meter Replacement	275,339	125,339	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
		275,339	125,339	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
		0	0	0	0	0	0	0	0	0	0	0	0
20-23	Mt Aetna Water System Improvements	729,000	130,000	0	599,000	0	0	0	0	0	0	0	0
		729,000	130,000	0	599,000	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
20-24	Sharpsburg Water Treatment Plant	695,343	105,343	0	0	0	0	590,000	0	0	0	0	0
		695,343	105,343	0	0	0	0	590,000	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
20-25	General WTP Improvements	1,381,191	59,191	0	242,000	290,000	0	0	290,000	0	0	250,000	250,000
		1,381,191	59,191	0	242,000	290,000	0	0	290,000	0	0	250,000	250,000
		0	0	0	0	0	0	0	0	0	0	0	0
20-26	Highfield/Sharpsburg Water Storage Tank	336,000	0	0	0	0	0	0	0	0	0	336,000	0
		336,000	0	0	0	0	0	0	0	0	0	336,000	0
		0	0	0	0	0	0	0	0	0	0	0	0
20-27	WQ Main Replacement	1,866,000	0	0	566,000	100,000	100,000	0	0	100,000	0	500,000	500,000
		1,866,000	0	0	566,000	100,000	100,000	0	0	100,000	0	500,000	500,000
		0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL	**6,282,873**	**794,873**	**265,000**	**1,672,000**	**530,000**	**115,000**	**605,000**	**305,000**	**115,000**	**15,000**	**1,101,000**	**765,000**
		6,282,873	**794,873**	**265,000**	**1,672,000**	**530,000**	**115,000**	**605,000**	**305,000**	**115,000**	**15,000**	**1,101,000**	**765,000**
		0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Funding Sources												
General Fund	475,000	0	175,000	175,000	125,000	0	0	0	0	0	0	0
	475,000	0	175,000	175,000	125,000	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Cascade Fund	13,000	13,000	0	0	0	0	0	0	0	0	0	0
	13,000	13,000	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Water Fund	416,339	266,339	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
	416,339	266,339	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
	0	0	0	0	0	0	0	0	0	0	0	0
Self-Supported Bond	4,778,534	240,534	0	1,307,000	365,000	75,000	590,000	290,000	75,000	0	1,086,000	750,000
	4,778,534	240,534	0	1,307,000	365,000	75,000	590,000	290,000	75,000	0	1,086,000	750,000
	0	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve - General	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve - Water	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
State Grant	600,000	275,000	75,000	175,000	25,000	25,000	0	0	25,000	0	0	0
	600,000	275,000	75,000	175,000	25,000	25,000	0	0	25,000	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**6,282,873**	**794,873**	**265,000**	**1,672,000**	**530,000**	**115,000**	**605,000**	**305,000**	**115,000**	**15,000**	**1,101,000**	**765,000**
	6,282,873	**794,873**	**265,000**	**1,672,000**	**530,000**	**115,000**	**605,000**	**305,000**	**115,000**	**15,000**	**1,101,000**	**765,000**
	0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

	10 yr total	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Total Project Cost 2022 Draft 1	5,488,000	265,000	1,672,000	530,000	115,000	605,000	305,000	115,000	15,000	1,101,000	765,000
Total Project Cost 2022 Draft 2	5,488,000	265,000	1,672,000	530,000	115,000	605,000	305,000	115,000	15,000	1,101,000	765,000
	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2022 Draft 1	5,163,000	190,000	1,497,000	505,000	90,000	605,000	305,000	90,000	15,000	1,101,000	765,000
Local Funding 2022 Draft 2	5,163,000	190,000	1,497,000	505,000	90,000	605,000	305,000	90,000	15,000	1,101,000	765,000
	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2022 Draft 1	325,000	75,000	175,000	25,000	25,000	0	0	25,000	0	0	0
Other Funding 2022 Draft 2	325,000	75,000	175,000	25,000	25,000	0	0	25,000	0	0	0
	0	0	0	0	0	0	0	0	0	0	0

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	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Airport												
T-Hangar 1, 2, & 3 Replacement	463,000	112,000	33,000	28,000	34,000	35,000	35,000	36,000	37,000	37,000	38,000	38,000
Airport Roof Replacement Project	340,215	55,215	15,000	45,000	35,000	55,000	25,000	15,000	20,000	25,000	25,000	25,000
Airport Security System Enhancements	343,000	283,000	60,000	0	0	0	0	0	0	0	0	0
Capital Equipment - Airport	2,045,475	949,475	16,000	110,000	211,000	16,000	65,000	210,000	40,000	73,000	55,000	300,000
Land Acquisition-Airport	15,430,000	2,507,000	2,923,000	0	0	0	0	5,000,000	0	0	0	5,000,000
Proposed Taxiway S	1,180,000	0	0	0	0	0	0	0	1,180,000	0	0	0
Runway 9 MALSR	1,484,000	0	0	0	0	0	0	0	244,000	1,240,000	0	0
Runway 2/20 Rehabilitation	3,850,000	0	0	0	0	350,000	3,500,000	0	0	0	0	0
Runway 9/27 Lighting and Signage Replacement	825,000	0	0	0	0	75,000	750,000	0	0	0	0	0
Snow Removal Equipment Storage Building Expansion	3,514,000	0	0	300,000	0	3,214,000	0	0	0	0	0	0
Taxiway F Rehabilitation	6,300,000	0	300,000	0	6,000,000	0	0	0	0	0	0	0
Taxiway G Rehabilitation	1,920,000	0	0	0	0	0	0	1,920,000	0	0	0	0
Taxiway H Rehabilitation	300,000	0	0	0	0	0	0	0	0	0	300,000	0
Taxiway T Construction	159,000	0	0	0	0	0	0	0	0	0	0	159,000
Airport	**38,153,690**	**3,906,690**	**3,347,000**	**483,000**	**6,280,000**	**3,745,000**	**4,375,000**	**7,181,000**	**1,521,000**	**1,375,000**	**418,000**	**5,522,000**
Bridges												
Bridge Inspection and Inventory	666,250	287,250	22,000	0	138,000	0	24,000	0	175,000	0	20,000	0
Roxbury Road Bridge W5372	3,392,077	2,892,077	500,000	0	0	0	0	0	0	0	0	0
Bridge Scour Repairs	281,184	31,184	0	0	0	0	0	0	0	0	250,000	0
Cleaning & Painting of Steel Bridges	408,000	108,000	0	150,000	0	0	0	0	0	150,000	0	0
Halfway Boulevard Bridges W0912	4,489,000	1,707,000	1,182,000	1,600,000	0	0	0	0	0	0	0	0
Frog Eye Road Culvert 11/06	802,000	652,000	150,000	0	0	0	0	0	0	0	0	0
Appletown Road Bridge W2184	474,000	0	0	0	0	0	0	0	0	407,000	67,000	0
Ashton Road Culvert 04/06	399,000	0	0	0	0	0	0	0	0	0	30,000	369,000
Bowie Road Culvert	305,000	0	0	0	0	0	0	0	0	305,000	0	0
Burnside Bridge Road Culvert 01/03	329,000	0	0	0	0	114,000	215,000	0	0	0	0	0
Draper Road Culvert 04/07	428,000	0	0	0	0	0	0	0	0	37,000	391,000	0
Draper Road Culvert 04/08	36,000	0	0	0	0	0	0	0	0	0	0	36,000
Gardenhour Road Bridge W2431	1,945,000	0	0	500,000	25,000	0	1,420,000	0	0	0	0	0
Greenbrier Road Culvert 16/14	268,000	0	0	0	0	0	0	0	0	0	0	268,000
Greenspring Furnace Road Culvert 15/15	406,000	0	0	40,000	179,000	187,000	0	0	0	0	0	0
Gruber Road Bridge 04/10	288,000	0	0	0	0	0	0	0	0	0	10,000	278,000
Harpers Ferry Road Culvert 11/02	541,000	0	0	0	0	0	82,000	459,000	0	0	0	0
Henline Road Culvert 05/05	465,000	0	0	0	0	0	0	32,000	433,000	0	0	0
Hoffman's Inn Road Culvert 05/06	313,000	0	0	0	0	0	0	0	0	313,000	0	0
Kretsinger Road Culvert 14/01	316,000	0	0	316,000	0	0	0	0	0	0	0	0
Lanes Road Culvert 15/12	317,000	0	0	0	32,000	285,000	0	0	0	0	0	0
Long Hollow Road Culvert 05/07	316,000	0	0	0	0	0	66,000	250,000	0	0	0	0
Mercersburg Road Culvert 04/16	16,000	0	0	0	0	0	0	0	0	0	0	16,000
Mooresville Road Culvert 15/21	355,000	0	0	0	0	0	0	0	0	304,000	51,000	0
Poplar Grove Road Bridge W2432	100,000	0	0	0	0	0	0	0	0	0	0	100,000
Remsburg Road Culvert	287,000	0	0	0	0	119,000	168,000	0	0	0	0	0
Rinehart Road Culvert 14/03	332,000	0	0	0	332,000	0	0	0	0	0	0	0
Stone Masonry Bridge Repairs	270,000	0	0	0	0	0	0	0	270,000	0	0	0
Taylors Landing Road Bridge W7101	35,000	0	0	0	0	0	0	0	0	0	0	35,000

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Willow Road Culvert 05/10	323,000	0	0	0	0	0	0	0	0	151,000	172,000	0
Yarrowsburg Road Bridge W6191	2,102,000	0	0	0	0	0	0	0	0	620,000	1,482,000	0
Bridges Total	**21,004,511**	**5,677,511**	**1,854,000**	**2,606,000**	**706,000**	**705,000**	**1,975,000**	**741,000**	**878,000**	**2,287,000**	**2,473,000**	**1,102,000**
Drainage												
Stream Restoration at Various Locations	2,292,782	1,056,782	100,000	0	381,000	0	0	405,000	0	0	350,000	0
Stormwater Retrofits	13,886,754	3,886,754	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Drainage Improvements at Various Locations	900,000	150,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Broadfording Church Road Culvert	231,000	0	0	0	57,000	174,000	0	0	0	0	0	0
Draper Road Drainage Improvements	509,000	0	0	0	0	0	0	259,000	250,000	0	0	0
Harpers Ferry Road Drainage, 3600 Block	376,000	0	0	0	75,000	301,000	0	0	0	0	0	0
Shank Road Drainage	153,000	0	0	0	0	153,000	0	0	0	0	0	0
Trego Mountain Road Drainage	315,000	0	0	0	0	0	0	0	0	0	0	315,000
University Road Culvert	203,000	0	0	0	0	0	203,000	0	0	0	0	0
Drainage Total	**18,866,536**	**5,093,536**	**1,175,000**	**1,075,000**	**1,588,000**	**1,703,000**	**1,278,000**	**1,739,000**	**1,325,000**	**1,075,000**	**1,425,000**	**1,390,000**
Education												
Board of Education												
Capital Maintenance - BOE	166,632,729	8,406,729	12,314,000	18,648,000	15,204,000	14,252,000	15,680,000	16,744,000	16,220,000	16,164,000	16,500,000	16,500,000
Board of Education	**166,632,729**	**8,406,729**	**12,314,000**	**18,648,000**	**15,204,000**	**14,252,000**	**15,680,000**	**16,744,000**	**16,220,000**	**16,164,000**	**16,500,000**	**16,500,000**
Hagerstown Community College												
Center for Business and Entrepreneurial Studies	11,230,000	10,730,000	500,000	0	0	0	0	0	0	0	0	0
ATC Renovation	5,400,000	0	0	0	0	0	850,000	1,714,000	1,714,000	1,122,000	0	0
Career Programs Roof Replacement	1,562,000	0	0	0	0	0	0	0	0	727,000	835,000	0
CVT Instructional Facility Acquisition	2,000,000	0	0	0	0	0	0	0	0	0	1,014,000	986,000
CVT Renovation/Construction Project	924,000	0	0	0	0	0	0	0	0	0	0	924,000
LRC Exterior Metal Panel System and Roof Replacement	1,783,000	0	1,783,000	0	0	0	0	0	0	0	0	0
Second Entrance Drive Widening Project	6,099,000	0	0	1,714,000	1,714,000	1,714,000	957,000	0	0	0	0	0
Hagerstown Community College	**28,998,000**	**10,730,000**	**2,283,000**	**1,714,000**	**1,714,000**	**1,714,000**	**1,807,000**	**1,714,000**	**1,714,000**	**1,849,000**	**1,849,000**	**1,910,000**
Public Libraries												
Systemic Projects - Library	141,492	41,492	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Hancock Public Library Replacement	2,825,000	142,000	2,683,000	0	0	0	0	0	0	0	0	0
Public Libraries	**2,966,492**	**183,492**	**2,693,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**
Education Total	**198,597,221**	**19,320,221**	**17,290,000**	**20,372,000**	**16,928,000**	**15,976,000**	**17,497,000**	**18,468,000**	**17,944,000**	**18,023,000**	**18,359,000**	**18,420,000**
General Government												
Cost of Bond Issuance	1,231,587	231,587	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Contingency - General Fund	1,330,363	330,363	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Systemic Improvements - Building	5,822,869	1,622,869	600,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Facilities Roof Repairs	2,350,000	1,350,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Information Systems Replacement Program	1,112,323	112,323	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Financial System Management & Upgrades	468,497	118,497	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
County Wireless Infrastructure	59,000	11,000	12,000	12,000	12,000	12,000	0	0	0	0	0	0
General - Equipment and Vehicle Replacement Program	4,695,437	695,437	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
County Office Building Renovation	2,500,000	0	0	500,000	0	0	0	0	1,000,000	1,000,000	0	0
Courthouse Courtroom 1 Renovation	100,000	0	0	0	0	0	0	0	0	0	0	100,000
General Government Total	**19,670,076**	**4,472,076**	**1,447,000**	**1,747,000**	**1,247,000**	**1,247,000**	**1,235,000**	**1,235,000**	**2,235,000**	**2,235,000**	**1,235,000**	**1,335,000**

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Parks and Recreation												
BR Capital Equipment Program	408,618	68,618	25,000	25,000	30,000	30,000	35,000	35,000	40,000	40,000	40,000	40,000
Hardcourt Playing Surfaces	376,140	76,140	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Park Equipment/Surfacing Replacement, Various Locations	1,912,286	212,286	150,000	150,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
Parking Lot Repair/Overlay, Various Locations	642,200	142,200	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Antietam Creek Water Trail	477,000	25,000	252,000	100,000	100,000	0	0	0	0	0	0	0
County Parks - Bathroom/Drinking Fountain Upgrades	300,000	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000
MLK Gymnasium Upgrade	375,000	25,000	175,000	175,000	0	0	0	0	0	0	0	0
Ag Center Show Area Floor	50,000	0	0	0	50,000	0	0	0	0	0	0	0
Black Rock Club House Renovation	90,000	0	90,000	0	0	0	0	0	0	0	0	0
Clear Spring Park Building Acquistion	90,000	0	90,000	0	0	0	0	0	0	0	0	0
Conococheague Creek Water Trail	370,000	0	0	0	0	10,000	180,000	180,000	0	0	0	0
Doubs Woods Disc Golf	50,000	0	0	0	0	0	0	0	0	0	0	50,000
Marty Snook Dog Park	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Field Improvements at Marty Snook and Regional Parks	100,000	0	0	0	100,000	0	0	0	0	0	0	0
Marty Snook Park Fitness Trail	300,000	0	0	0	0	300,000	0	0	0	0	0	0
Marty Snook Park Pool Accessible Entrance	100,000	0	0	0	0	0	100,000	0	0	0	0	0
North Central County Park	5,266,000	0	0	100,000	100,000	500,000	500,000	620,000	1,561,000	562,000	563,000	760,000
Recreational Field Bleachers	75,000	0	0	0	75,000	0	0	0	0	0	0	0
Regional Park Dog Park	75,000	0	0	0	75,000	0	0	0	0	0	0	0
Regional Park Walking/Hiking Trail	690,000	0	690,000	0	0	0	0	0	0	0	0	0
Roof Replacements Various Locations	225,000	0	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Parks and Recreation	**12,022,244**	**599,244**	**1,602,000**	**705,000**	**810,000**	**1,170,000**	**1,095,000**	**1,165,000**	**1,881,000**	**932,000**	**883,000**	**1,180,000**
Public Safety												
Detention Center - Systemic Projects	3,213,127	377,127	136,000	670,000	190,000	200,000	500,000	20,000	250,000	250,000	400,000	220,000
Police & EMS Training Facility	13,200,000	11,800,000	1,400,000	0	0	0	0	0	0	0	0	0
Communication Tower(s) Various	620,806	156,806	110,000	0	114,000	0	118,000	0	122,000	0	0	0
P25 UHF Public Safety Radio Communications System Upgrade	200,000	100,000	100,000	0	0	0	0	0	0	0	0	0
Portable Radio Replacement Program - Sheriff	1,286,062	108,062	110,000	112,000	114,000	116,000	118,000	120,000	120,000	122,000	122,000	124,000
Law Enforcement - Vehicle & Equipment Replacement Program	8,399,311	1,264,311	650,000	660,000	650,000	725,000	725,000	725,000	750,000	750,000	750,000	750,000
Emergency Services Equipment & Vehicle Program	2,019,608	159,608	150,000	160,000	150,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
911 Center Building Expansion	1,800,000	0	0	0	0	528,000	1,272,000	0	0	0	0	0
Burn Building - PSTC Training Center	1,500,000	0	500,000	1,000,000	0	0	0	0	0	0	0	0
Canteen/Rehab Unit Replacement	450,000	0	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Portable Radio Replacement Program - Emergency Services	4,300,000	0	2,404,000	296,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Patrol Services Relocation Renovation	6,548,000	0	0	600,000	500,000	500,000	500,000	500,000	500,000	1,020,000	1,928,000	500,000
Incident Safety Officer Vehicle Replacement Program	144,000	0	0	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
Public Safety	**43,680,914**	**13,965,914**	**5,605,000**	**3,559,000**	**1,979,000**	**2,530,000**	**3,694,000**	**1,826,000**	**2,203,000**	**2,603,000**	**3,661,000**	**2,055,000**
Railroad												
Railroad Crossing Improvements	2,428,837	669,837	295,000	0	0	348,000	0	360,000	0	372,000	0	384,000
Railroad	**2,428,837**	**669,837**	**295,000**	**0**	**0**	**348,000**	**0**	**360,000**	**0**	**372,000**	**0**	**384,000**
Road Improvement												
Intersection & Signal Improvements	1,120,784	370,784	0	250,000	0	250,000	0	0	250,000	0	0	0
Transportation ADA	1,115,178	265,178	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000
Pavement Maintenance and Rehab Program	62,953,396	10,953,396	4,750,000	4,750,000	5,000,000	5,000,000	5,250,000	5,250,000	5,500,000	5,500,000	5,500,000	5,500,000

Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2022 - 2031
Draft 2

	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Longmeadow Road	2,105,000	0	0	0	0	0	310,000	432,000	518,000	845,000	0	0
Eastern Boulevard Extended	7,603,000	0	0	0	300,000	1,711,000	1,556,000	2,033,000	2,003,000	0	0	0
Eastern Boulevard Widening Phase II	5,672,300	2,691,300	0	400,000	2,581,000	0	0	0	0	0	0	0
Eastern Blvd at Antietam Drive Improvements	3,006,000	2,006,000	1,000,000	0	0	0	0	0	0	0	0	0
Professional Boulevard Extended Phase II	4,809,200	4,809,200	0	0	0	0	0	0	0	0	0	0
Valley Mall Area Road Improvements Phase II	775,145	33,145	0	0	381,000	361,000	0	0	0	0	0	0
Professional Boulevard Extended Phase III	1,203,000	1,135,000	0	68,000	0	0	0	0	0	0	0	0
Showalter Road Extended East	1,010,000	510,000	0	0	0	0	0	0	0	0	0	500,000
Halfway Boulevard Extended	5,973,000	5,073,000	400,000	500,000	0	0	0	0	0	0	0	0
Wright Road	2,500,000	100,000	1,173,000	954,000	273,000	0	0	0	0	0	0	0
Burnside Bridge Road Spot Improvements	544,000	0	0	0	0	0	0	544,000	0	0	0	0
E. Oak Ridge Drive/South Pointe Signal	461,000	0	0	0	0	111,000	350,000	0	0	0	0	0
Marsh Pike from MD60 to Longmeadow	500,000	0	0	0	0	0	0	0	0	0	0	500,000
Mt Aetna Road Spot Improvements	2,422,000	0	0	0	0	0	0	0	0	0	1,250,000	1,172,000
Professional Boulevard Extended Phase IV	800,000	800,000	0	0	0	0	0	0	0	0	0	0
Rockdale Road and Independence Road Spot Improvements	1,025,000	0	0	0	0	0	0	0	0	0	450,000	575,000
Sandstone Drive Spot Improvements	500,000	0	0	0	0	0	0	0	0	500,000	0	0
Highway - Vehicle & Equipment Replacement Program	16,969,736	2,753,736	1,032,000	1,084,000	1,322,000	1,389,000	1,458,000	1,531,000	1,600,000	1,600,000	1,600,000	1,600,000
Highway Maintenance Shop - Western Section	374,000	0	0	374,000	0	0	0	0	0	0	0	0
Highway Western Section - Fuel Tank Replacement	847,000	486,000	0	361,000	0	0	0	0	0	0	0	0
Road Improvement	**124,288,739**	**31,986,739**	**8,440,000**	**8,826,000**	**9,942,000**	**8,907,000**	**9,009,000**	**9,875,000**	**9,956,000**	**8,530,000**	**8,885,000**	**9,932,000**
Solid Waste												
Contingency - Solid Waste	522,000	83,000	0	30,000	30,000	35,000	35,000	60,000	60,000	62,000	63,000	64,000
Close Out Cap - Rubblefill	2,091,000	190,000	1,901,000	0	0	0	0	0	0	0	0	0
SW Equipment & Vehicle Replacement	350,157	56,157	28,000	28,000	29,000	29,000	30,000	30,000	30,000	30,000	30,000	30,000
40 West Landfill - Cell 5 Construction	4,083,000	0	0	0	440,000	3,472,000	171,000	0	0	0	0	0
40 West Security Upgrades	60,000	0	60,000	0	0	0	0	0	0	0	0	0
Solid Waste	**7,106,157**	**329,157**	**1,989,000**	**58,000**	**499,000**	**3,536,000**	**236,000**	**90,000**	**90,000**	**92,000**	**93,000**	**94,000**
Transit												
Vehicle Preventive Maintenance	4,259,230	509,230	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000
Fixed Route Bus Replacement Program	6,254,000	3,972,000	0	0	0	0	0	0	0	0	1,956,000	326,000
ADA Bus Replacement	450,000	90,000	0	0	0	0	90,000	90,000	90,000	0	0	90,000
Transportation Development Plan	100,000	0	0	0	0	0	0	100,000	0	0	0	0
CARES Act Preventative Maintenance	1,351,000	0	1,351,000	0	0	0	0	0	0	0	0	0
CARES Act Support Vehicle	49,000	0	49,000	0	0	0	0	0	0	0	0	0
CARES Act Small Bus Replacement	178,000	0	178,000	0	0	0	0	0	0	0	0	0
CARES Act Fixed Route Replacement Buses	1,205,000	0	1,205,000	0	0	0	0	0	0	0	0	0
Transit	**13,846,230**	**4,571,230**	**3,158,000**	**375,000**	**375,000**	**375,000**	**465,000**	**565,000**	**465,000**	**375,000**	**2,331,000**	**791,000**
Water Quality												
Utility Administration												
Contingency - Utility Admin	198,677	135,677	0	0	0	0	0	0	0	0	31,000	32,000
General Building Improvements	964,000	0	30,000	40,000	300,000	594,000	0	0	0	0	0	0
Lab Equipment Replacement	379,117	135,117	25,000	25,000	23,000	23,000	24,000	24,000	25,000	25,000	25,000	25,000
WQ Equip/Vehicle Replacement Program	1,143,929	268,929	80,000	80,000	80,000	85,000	85,000	90,000	90,000	95,000	95,000	95,000
Local Limits Study	50,000	0	50,000	0	0	0	0	0	0	0	0	0

Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2022 - 2031
Draft 2

	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Utility Administration	**2,735,723**	**539,723**	**185,000**	**145,000**	**403,000**	**702,000**	**109,000**	**114,000**	**115,000**	**120,000**	**151,000**	**152,000**
Sewer												
Contingency - Sewer	136,939	36,939	0	0	0	0	0	0	0	0	50,000	50,000
Replace Grinder Pumps	985,418	110,418	80,000	80,000	80,000	80,000	90,000	90,000	90,000	95,000	95,000	95,000
Pump Station Upgrades - Various Stations	4,264,544	1,451,544	275,000	153,000	0	0	885,000	0	750,000	0	750,000	0
Collection System Rehabilitation Project	3,642,618	372,618	0	0	0	870,000	0	900,000	0	750,000	0	750,000
Capacity Management Project	11,202,160	4,462,160	6,740,000	0	0	0	0	0	0	0	0	0
Smithsburg WWTP ENR Upgrade	17,903,387	4,403,387	3,000,000	0	0	0	0	0	0	0	5,500,000	5,000,000
Heavy Sewer EQP and VEH Replacement	1,462,256	363,256	150,000	94,000	200,000	200,000	200,000	105,000	35,000	35,000	40,000	40,000
Potomac Edison Pump Station & Force Main	1,700,000	0	0	0	0	0	0	0	1,700,000	0	0	0
General WwTP Improvements	1,350,000	0	0	250,000	250,000	300,000	250,000	300,000	0	0	0	0
Sandy Hook Collection System Upgrades	175,000	0	100,000	25,000	25,000	25,000	0	0	0	0	0	0
Sewer Fund	**42,822,322**	**11,200,322**	**10,345,000**	**602,000**	**555,000**	**1,475,000**	**1,425,000**	**1,395,000**	**2,575,000**	**880,000**	**6,435,000**	**5,935,000**
Water												
Sharpsburg Water Meter Cradle Replacement	1,000,000	375,000	250,000	250,000	125,000	0	0	0	0	0	0	0
Water Meter Replacement	275,339	125,339	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Mt Aetna Water System Improvements	729,000	130,000	0	599,000	0	0	0	0	0	0	0	0
Sharpsburg Water Treatment Plant	695,343	105,343	0	0	0	0	590,000	0	0	0	0	0
General WTP Improvements	1,381,191	59,191	0	242,000	290,000	0	0	290,000	0	0	250,000	250,000
Highfield/Sharpsburg Water Storage Tank	336,000	0	0	0	0	0	0	0	0	0	336,000	0
WQ Main Replacement	1,866,000	0	0	566,000	100,000	100,000	0	0	100,000	0	500,000	500,000
Water Fund	**6,282,873**	**794,873**	**265,000**	**1,672,000**	**530,000**	**115,000**	**605,000**	**305,000**	**115,000**	**15,000**	**1,101,000**	**765,000**
Water Quality	**51,840,918**	**12,534,918**	**10,795,000**	**2,419,000**	**1,488,000**	**2,292,000**	**2,139,000**	**1,814,000**	**2,805,000**	**1,015,000**	**7,687,000**	**6,852,000**
TOTAL	**551,506,073**	**103,127,073**	**56,997,000**	**42,225,000**	**41,842,000**	**42,534,000**	**42,998,000**	**45,059,000**	**41,303,000**	**38,914,000**	**47,450,000**	**49,057,000**

Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2022 - 2031
Draft 2

	Total	Prior Appr.	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Funding Sources												
General Fund	85,579,449	24,249,449	6,730,000	5,600,000	5,750,000	5,750,000	6,000,000	6,000,000	6,250,000	6,250,000	6,500,000	6,500,000
Highway Fund	5,911,641	911,641	500,000	861,000	307,000	332,000	500,000	500,000	500,000	500,000	500,000	500,000
Cascade Fund	13,000	13,000	0	0	0	0	0	0	0	0	0	0
Solid Waste Fund	932,157	139,157	88,000	58,000	59,000	64,000	65,000	90,000	90,000	92,000	93,000	94,000
Utility Admin Fund	1,742,323	510,323	155,000	105,000	103,000	108,000	109,000	114,000	115,000	120,000	151,000	152,000
Water Fund	416,339	266,339	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Sewer Fund	4,529,150	2,280,150	330,000	199,000	305,000	305,000	290,000	195,000	125,000	130,000	185,000	185,000
Airport Fund	1,425,815	588,815	79,000	73,000	85,000	106,000	125,000	51,000	97,000	80,000	63,000	78,000
Tax-Supported Bond	141,958,166	21,958,166	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000
Self-Supported Bond	45,733,706	9,350,706	10,045,000	1,750,000	1,355,000	5,011,000	1,896,000	1,175,000	825,000	490,000	7,336,000	6,500,000
Transfer Tax	24,359,444	4,359,444	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Excise Tax - Schools	3,850,000	0	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000
Excise Tax - Roads	1,530,320	270,320	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000
Excise Tax - Other	319,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000
Excise Tax - Library	173,900	73,900	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Excise Tax - Non-Residential	550,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
APFO Fees - Roads	300,000	300,000	0	0	0	0	0	0	0	0	0	0
Capital Reserve - General	2,430,000	2,430,000	0	0	0	0	0	0	0	0	0	0
Capital Reserve - Solid Waste	1,901,000	0	1,901,000	0	0	0	0	0	0	0	0	0
Federal Grant	64,491,057	15,472,057	10,262,000	2,529,000	6,056,000	3,904,000	5,497,000	6,869,000	2,834,000	2,142,000	3,500,000	5,426,000
State Grant	143,533,026	13,288,026	11,752,000	14,941,000	12,728,000	11,646,000	13,281,000	14,517,000	13,373,000	13,733,000	11,887,000	12,387,000
Contributions	19,826,580	6,586,580	540,000	1,494,000	479,000	693,000	620,000	933,000	2,479,000	762,000	2,620,000	2,620,000
TOTAL	**551,506,073**	**103,127,073**	**56,997,000**	**42,225,000**	**41,842,000**	**42,534,000**	**42,998,000**	**45,059,000**	**41,303,000**	**38,914,000**	**47,450,000**	**49,057,000**

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Presentation and Discussion of the Board of Education's Draft FY2022 General Fund Budget for the Washington County Public Schools (WCPS)

PRESENTATION DATE: March 2, 2021 @ 1:30 PM

PRESENTATION BY: Board of Education Members
Dr. Boyd Michael, Superintendent of Schools
Mr. Jeffrey Proulx, Chief Operating Officer
Mr. David Brandenburg, Executive Director of Finance
Mr. Eric Sisler, Finance and Budget Manager

RECOMMENDED MOTION:

REPORT-IN-BRIEF: The Board of Education, the Superintendent, and staff will present the Washington County Board of Education's Draft FY2022 General Fund Budget request for discussion with the Commissioners.

FISCAL IMPACT: State funding numbers have been released, but are not yet clearly defined. The Board of Education's Draft FY2022 budget is valued at $302,962,342, a 2% increase above the current year's budget.

CONCURRENCES: The Superintendent submitted his Recommended FY2022 General Fund Budget to the Board of Education for adoption as the Board of Education's draft budget on February 2, 2021.

ALTERNATIVES: N/A

ATTACHMENTS:
Will be submitted after State funding information has been released.

AUDIO/VISUAL NEEDS: A PowerPoint presentation will be provided.

DRAFT

BOARD OF EDUCATION

FY2022 DRAFT BUDGET

JOINT MEETING of WASHINGTON COUNTY BOARD OF EDUCATION and WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

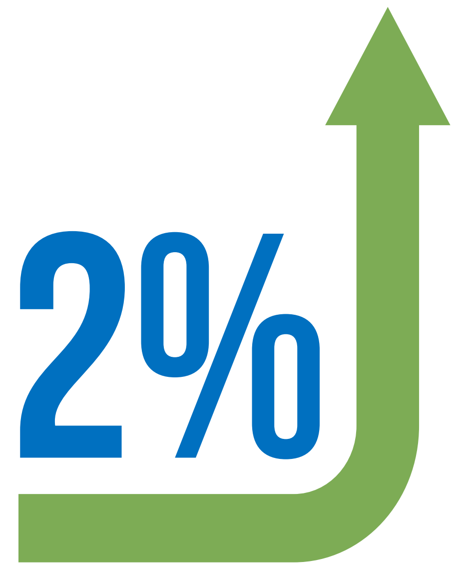
March 2, 2021

WCPS | Washington County Public Schools

DRAFT

EXPENDITURES FACTORS

- FY2021 Alignment
- Grant Adjustments for FY2022
- Mandatory Increases
- Compensation & Benefits
- Budget Adjustments by Program



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SECTION II. A & B

FY2021 ALIGNMENT

- **0.5 SCHOOL PSYCHOLOGIST**
  redeployed from contracted psychologist services
- **0.375 CUSTODIAN**
  increased time and moved to Sharpsburg from South High
- Position adjustments between Title I grant and general fund to comply with comparability requirements:
  - **(1 ELEMENTARY ASSISTANT PRINCIPAL)**
  - **3 K-5 TEACHERS**
  - **1 ELEMENTARY INTERVENTION TEACHER**

$57K

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SECTION
III. A

GRANT ADJUSTMENTS FOR FY2022

- **2 LITERACY ACHIEVEMENT COORDINATORS**
- **1 EL TEACHER**
- **DISTRICT READING TEACHER STIPENDS**
- **ELEMENTARY INSTRUCTIONAL MATERIALS**
  Pre-K Library

$442K

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MANDATORY INCREASES

SECTION IV.

- SOFTWARE PROGRAMS AND SERVICE CONTRACTS
- PHONE AND FIBER OPTIC CONNECTIONS

$275K

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COMPENSATION & BENEFITS

SECTION
V.

- **Minimum wage requirement**
- **Pension contribution increase due to rate and prior year raises**
- **Salary resource pool** (including related benefits)

$6.524M

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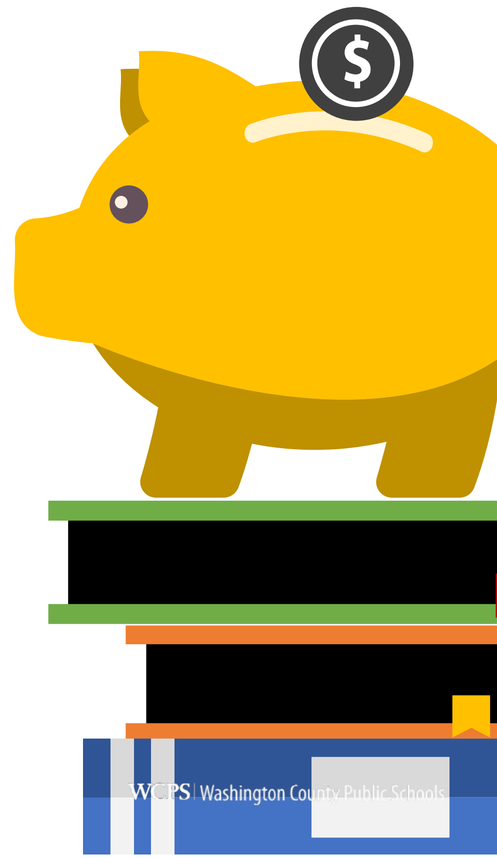
SECTION VI.

BUDGET ADJUSTMENTS BY PROGRAM

Adjust for turnover credit and line-by-line analysis

– $1.350M



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EXPENDITURES FACTORS – SUMMARY

FY2021 Alignment	**$57K**
Grant Adjustments for FY2022	**$442K**
Mandatory Increases	**$275K**
Compensation & Benefits	**$6.524M**
Budget Adjustments by Program	**– $1.350M**
TOTAL	**$5.948M**

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WHAT'S NOT IN THE BUDGET?

- PANDEMIC ACADEMIC RECOVERY
- COVID-19 PERSONAL PROTECTIVE EQUIPMENT (PPE)
- CONTINGENCY TEACHING POSITIONS
- ADDITIONAL ENGLISH LEARNER (EL) TEACHERS
- ADDITIONAL COUNSELORS OR SOCIAL WORKERS
- NEW FINANCIAL REPORTING SUPPORTS
- ADDITIONAL SCHOOL CLERICAL SUPPORT
- INCREASE IN MAINTENANCE FUNDING

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STATE REVENUE – WHAT WE NOW KNOW

NET STATE FUNDING

- Decreases related to enrollment
- Includes $7.6M
  State Hold Harmless
- Assumes County Hold Harmless

–$1.31M

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STATE REVENUE – WHAT WE NOW KNOW

NET STATE FUNDING

- Decreases related to enrollment
- ~~Includes $7.6M State Hold Harmless~~
- ~~Assumes County Hold Harmless~~

–$8.99M

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LOCAL REVENUE – WHAT WE NOW KNOW

COMAR 13A.02.05.05 EDUCATION EFFORT

Adjust the MOE amount, by the lesser of one of these numbers:

- **State-wide average increase** in wealth per pupil: **5.5%**;

–OR–

- **Local increase** in wealth per pupil: **6.5%**;

–OR–

- **2.5%**

IN EACH FISCAL YEAR IN WHICH A COUNTY'S PRIOR YEARS EDUCATION EFFORT IS BELOW 100 PERCENT OF THE STATEWIDE FIVE-YEAR MOVING AVERAGE OF EDUCATION EFFORT, THE DEPARTMENT WILL DESIGNATE THE COUNTY AS A LOW-EFFORT COUNTY.

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INCREMENTAL LOCAL REVENUE

MOE – EDUCATION EFFORT ADJUSTMENT

$2.58M

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INCREMENTAL LOCAL REVENUE

ADDITIONAL MONEY ABOVE FY2021 ALLOCATION
AND
EDUCATIONAL EFFORT FUNDING REQUIRED FROM THE COUNTY

$4.95M

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INCREMENTAL LOCAL REVENUE

- MOE Education Effort Adjustment: **$2.58M**
- Hold Harmless (FY2021 Allocation): **$0**
- Additional Funding Above MOE: **$4.95M**

$7.53M

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BOARD OF EDUCATION DRAFT BUDGET

SOURCE	FUNDING
STATE	– $1,309,951
LOCAL	$7,533,165
OTHER	-$275,000
TOTAL Incremental Funding to Balance FY2022 BOARD OF EDUCATION DRAFT BUDGET	$5,948,214

DRAFT

BUDGET SCENARIOS

SOURCE	BOE'S DRAFT BUDGET
TOTAL STATE Revenue	**– $1,309,951**
Revenue Base	– $8,988,596
Hold Harmless Grants	$7,678,645
TOTAL LOCAL Revenue	**$7,533,165**
MOE – Education Effort	$2,580,310
Hold Harmless	$0
Additional Local Funding	$4,952,855
Other Revenue – Interest Income	**– $275,000**
TOTAL	**$5,948,214**
% Change from FY2021 Budget	**2.00%**

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BUDGET SCENARIOS

SOURCE	BOE'S DRAFT BUDGET	COUNTY *ONLY* FUNDS HOLD HARMLESS
TOTAL STATE Revenue	**– $1,309,951**	**– $1,309,951**
Revenue Base	– $8,988,596	– $8,988,596
Hold Harmless Grants	$7,678,645	$7,678,645
TOTAL LOCAL Revenue	**$7,533,165**	**$2,580,310**
MOE – Education Effort	$2,580,310	$2,580,310
Hold Harmless	$0	$0
Additional Local Funding	$4,952,855	$0
Other Revenue – Interest Income	**– $275,000**	**– $275,000**
TOTAL	**$5,948,214**	**$995,359**
% Change from FY2021 Budget	**2.00%**	**.34%**

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BUDGET SCENARIOS

SOURCE	BOE'S DRAFT BUDGET	COUNTY *ONLY* FUNDS HOLD HARMLESS	COUNTY *DOESN'T* FUND HOLD HARMLESS
TOTAL STATE Revenue	**– $1,309,951**	**– $1,309,951**	**– $8,988,596**
Revenue Base	– $8,988,596	– $8,988,596	– $8,988,596
Hold Harmless Grants	$7,678,645	$7,678,645	$0
TOTAL LOCAL Revenue	**$7,533,165**	**$2,580,310**	**– $931,270**
MOE – Education Effort	$2,580,310	$2,580,310	$2,580,310
Hold Harmless	$0	$0	– $3,511,580
Additional Local Funding	$4,952,855	$0	$0
Other Revenue – Interest Income	**– $275,000**	**– $275,000**	**– $275,000**
TOTAL	**$5,948,214**	**$995,359**	**– $10,194,866**
% Change from FY2021 Budget	**2.00%**	**.34%**	**– 3.43%**

DRAFT

BUDGET SCENARIOS

SOURCE	BOE'S DRAFT BUDGET	COUNTY *ONLY* FUNDS HOLD HARMLESS	COUNTY *DOESN'T* FUND HOLD HARMLESS
TOTAL STATE Revenue	**– $1,309,951**	**– $1,309,951**	**– $8,988,596**
Revenue Base	– $8,988,596	– $8,988,596	– $8,988,596
Hold Harmless Grants	$7,678,645	$7,678,645	$0
TOTAL LOCAL Revenue	**$7,533,165**	**$2,580,310**	**– $931,270**
MOE – Education Effort	$2,580,310	$2,580,310	$2,580,310
Hold Harmless	$0	$0	– $3,511,580
Additional Local Funding	$4,952,855	$0	$0
Other Revenue – Interest Income	**– $275,000**	**– $275,000**	**– $275,000**
TOTAL	**$5,948,214**	**$995,359**	**– $10,194,866**
% Change from FY2021 Budget	**2.00%**	**.34%**	**– 3.43%**

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INCREASE IN REVENUE & EXPENDITURES

2%

REVENUE

$5.948M

2%

EXPENSES

$5.948M