John F. Barr, *President*
Jeffrey A. Cline, *Vice President*

Derek Harvey
Wayne K. Keefer
Randall E. Wagner

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BOARD OF COUNTY COMMISSIONERS
April 4, 2023
OPEN SESSION AGENDA

9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President John F. Barr*
APPROVAL OF MINUTES: *March 28, 2023*

9:05 AM COMMISSIONERS' REPORTS AND COMMENTS

9:20 AM STAFF COMMENTS

9:25 AM CITIZEN PARTICIPATION

9:30 AM PUBLIC HEARING – 2023 AGRICULTURAL LAND PRESERVATION DISTRICT APPLICATIONS
Chris Boggs, Rural Preservation Administrator, Planning and Zoning

9:40 AM PRESENTATION OF THE 2024-2033 CAPITAL BUDGET – DRAFT 2
Michelle Gordon, Chief Financial Officer, Budget and Finance; Kelcee Mace, Deputy Director, Budget and Finance

9:55 AM FY24 HIGHWAY BUDGET
Andrew Eshleman, Director, Public Works; Zane Rowe, Deputy Director, Highway Department

10:10 AM FY24 GOLF COURSE BUDGET
Ryan Crabtree, Golf Course Manager; Andrew Eshleman, Director, Public Works

10:25 AM FY24 TRANSIT BUDGET
Kevin Cerrone, Director, Transit; Andrew Eshleman, Director, Public Works

10:40 AM PROCLAMATION FOR FAIR HOUSING MONTH - APRIL 2023
Rachel Souders, Senior Grant Manager, Grant Management and Board of County Commissioners of Washington County

10:50 AM 2023 HOUSING BOND ALLOCATION TRANSFER
Jill Baker, Director, Planning & Zoning

10:55 AM PURCHASE ONE (1) 2023 TRANSIT VAN FOR THE SHERIFF'S OFFICE
Rick Curry, Director, Purchasing; Sergeant Alan Matheny, Fleet Logistics, Washington County Sheriff's Office

11:00 AM RESOLUTION ASSIGNING TO THE COUNTY ADMINISTRATOR POWER AND DUTY TO ATTEST TO THE COUNTY SEAL IN CERTAIN CIRCUMSTANCES
Kirk C. Downey, County Attorney

11:05 AM RECESS

11:10 A.M. DEPART FOR WASHINGTON COUNTY PUBLIC SCHOOLS, CENTER FOR EDUCATIONAL SERVICES, 10435 DOWNSVILLE PIKE, HAGERSTOWN, MARYLAND

11:30 A.M. PRESENTATION AND DISCUSSION OF WCPS LITERACY AND MATH CURRICULUM & FY24 BOARD OF EDUCATION BUDGET HIGHLIGHTS
Dr. David Sovine, Superintendent of Schools; Jeffrey Proulx, Chief Operating Officer; Dr. Gary Willow, Associate Superintendent for Curriculum and Instruction; Amy Seylar, Supervisor of K-12 Math/Science; Carly Pumphrey, Supervisor of K-12 English Language Arts/Social Studies, Washington County Public Schools

1:00 P.M. RETURN TO 100 WEST WASHINGTON STREET, HAGERSTOWN, MARYLAND

1:05 PM 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; and To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the development of fire and police services and staff and (ii) the development and implementation of emergency plans.)*

3:30 PM RECONVENE IN OPEN SESSION

ADJOURNMENT

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Public Hearing

SUBJECT: PUBLIC HEARING – 2023 Agricultural Land Preservation District Applications

PRESENTATION DATE: April 4, 2023

PRESENTATION BY: Chris Boggs, Rural Preservation Administrator, Dept. of Planning & Zoning

RECOMMENDED MOTION: Move to approve the 10-year Agricultural Land Preservation Districts for the following nine (9) property owners: Reed, Matson, Shinham, Ball, Clipp, Anderson, Horst, Fuscsick and Michael.

REPORT-IN-BRIEF: Establishing an Agricultural Land Preservation District demonstrates each landowner's commitment to use the property for only agricultural purposes through a recorded District Agreement for a minimum of ten years. Landowners may elect to terminate or continue the District after 10 years (or after 5 years, per ORD-2018-20). District establishment is also the first step towards eligibility to sell a permanent agricultural preservation easement. Basic information for each applicant can be found on the attached list. Each application has met the criteria of being a minimum of 50 acres in size (or a minimum of 20 acres if contiguous to another district or permanent easement), 50% Class 1, 2 or 3 soils (unless an extraordinary use) and outside areas programmed for public water and sewer.

DISCUSSION: In exchange for the landowners' commitment to use their property for agricultural purposes only, they will receive County property tax credits on their agricultural land and buildings and a credit of up to $696 on their dwelling. The District/Credit program was adopted at the County level in 1991 and was updated in 2018 by ORD-2018-20 and ORD-2018-21. The purpose of the public hearing is to take public comment from interested parties.

FISCAL IMPACT: The cost of tax credits for these properties for the full ten-year period is approximately $12/acre/year for a total of about $8,436 per year. This will be in the form of property taxes not collected. A total of 703 acres will be included in the nine (9) Districts.

CONCURRENCES: The Agricultural Land Preservation Advisory Board approved all of the Districts because they meet program criteria for size, soils, and assessment. The Planning Commission/Planning Staff have determined the properties are consistent with Comprehensive Plan requirements due to their locations outside of County-designated growth areas and planned water and sewer service areas.

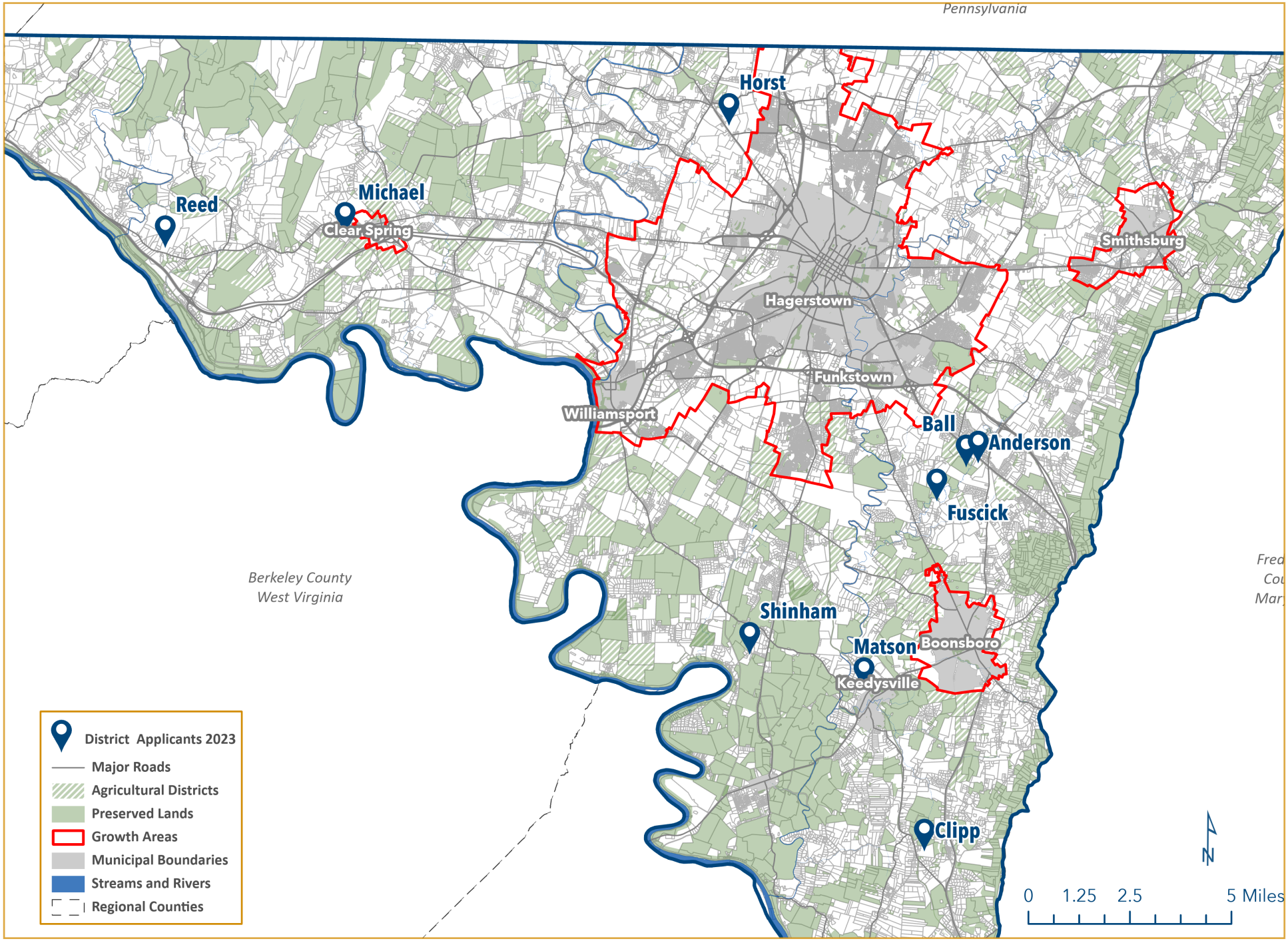
ALTERNATIVES: Deny any or all of the pending 10-year Districts.

ATTACHMENTS: 2023 Applicant list; Map of Ag District applicants; Aerials of each property.

AUDIO/VISUAL NEEDS: PDF map with district locations.

Washington County

2023 Ag District Applicants



Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Sempowski, Max J. & Carol J.

Application No: AD-23-001

Adopted Comprehensive Plan Designation:
Agriculture - Rural

Agricultural Lands Inventory Map:
Prime Long Term

Distance to Urban or Town Growth Area:
Approximately 4.14 miles from Town Growth Area

Acreage: 240.76

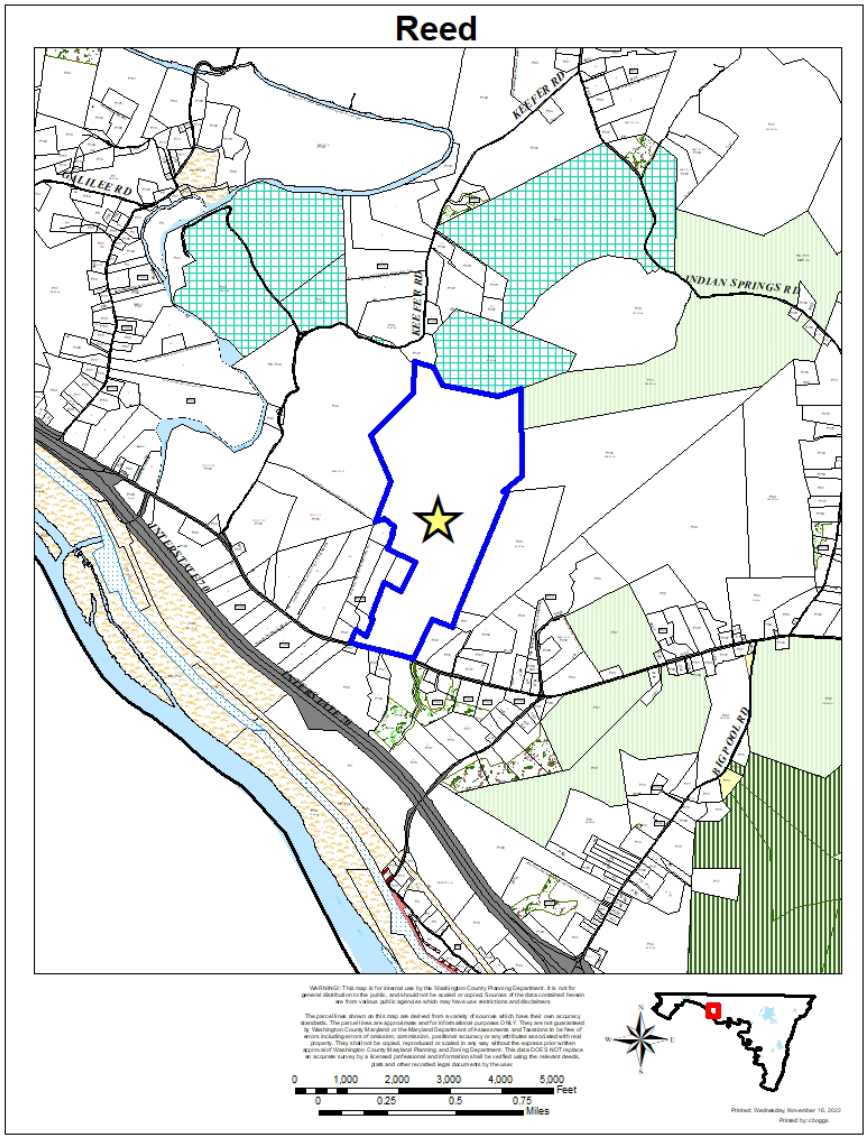
Zoning: EC

Soils: Class I, II, and III- 97.81%

Land Use:

Crops	31.44 acres
Pasture	0.00 acres
Woods	209.21 acres
Buildings	0.02 acres
Water	0.10 acres

Staff Recommendation:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-001

Applicant: Marconi & Reed, etal

Location: National Pike, Big Pool

Tax Map(s): 32

Grid: 18

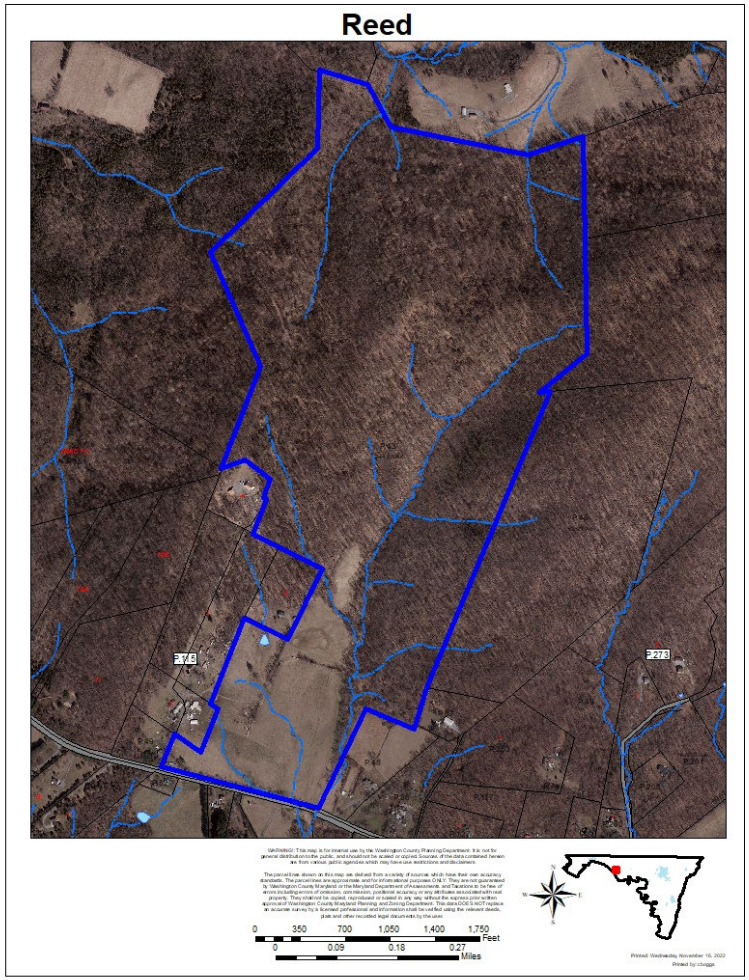
Parcel: 43

Election District: 15

Deed References: 2210/155

Acres: 240.76

Planning Sector(s): 2



Water and Sewer Classification:

No Planned Water or Sewer Service

"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 48.22
Class III: 58.98	Class IV: 4.07
Class V: 0.00	Class VI: 0.00
Class VII: 1.21	Woods 1: 3.65
Woods 2: 124.63	Floodplain: 0.00

Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Matson, Lawrence & Karen

Application No: AD-23-002

Adopted Comprehensive Plan Designation:
Agriculture - Rural

Agricultural Lands Inventory Map:
Prime Long Term

Distance to Urban or Town Growth Area:
Approximately 0.00 miles from Town Growth Area

Acreage: 44.23

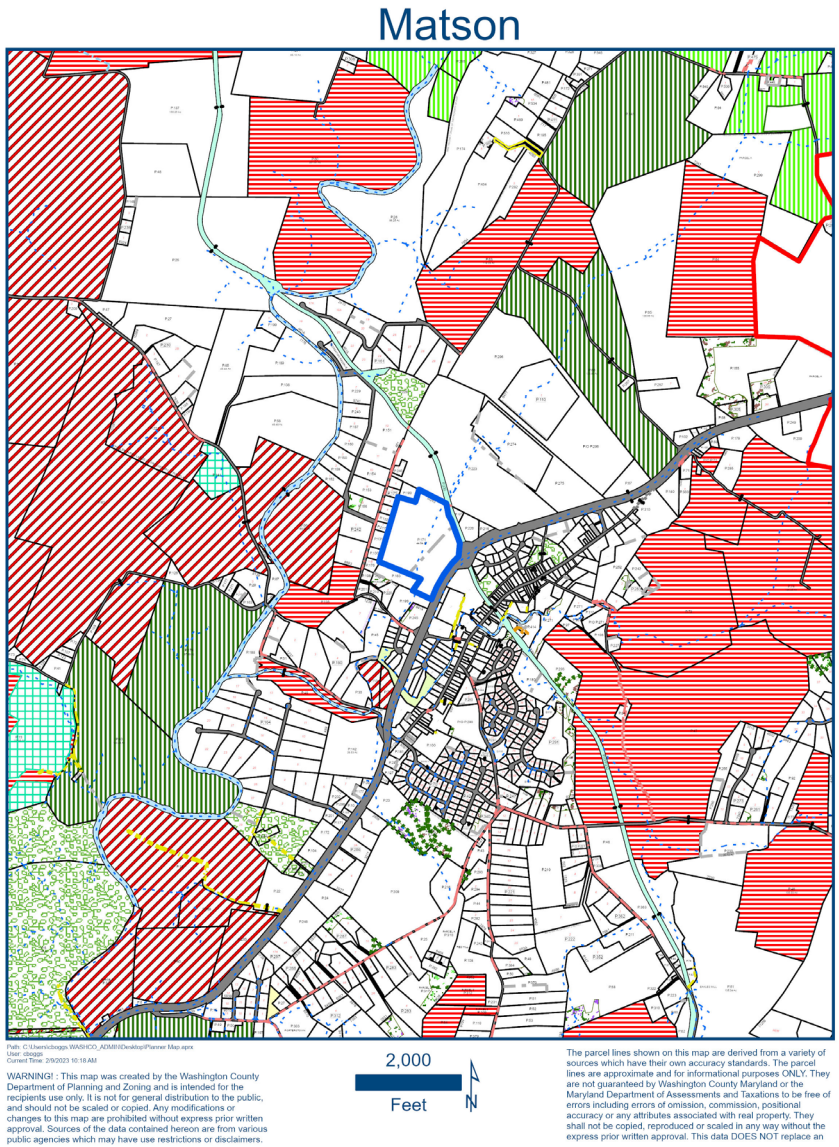
Zoning: P

Soils: Class I, II, and III- 84.31%

Land Use:

Crops	31.16 acres
Pasture	2.71 acres
Woods	9.73 acres
Buildings	0.21 acres
Water	0.43 acres

Staff Recommendation:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-002

Applicant: Matson, Lawrence & Karen

Location: Shepherdstown Pike, Keedysville

Tax Map(s): 72

Grid: 18

Parcel: 171

Election District: 19

Deed References: 4091/333

Acres: 44.23

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 14.73
Class III: 22.56	Class IV: 6.95
Class V: 0.00	Class VI: 0.00
Class VII: 0.00	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 0.00

Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Shinham, John & Amy etal

Application No: AD-23-003

<u>Adopted Comprehensive Plan Designation</u>:
Agriculture - Rural

<u>Agricultural Lands Inventory Map</u>:
Prime Long Term

<u>Distance to Urban or Town Growth Area</u>:
Approximately 2.73 miles from Town Growth Area

<u>Acreage</u>: 28.08

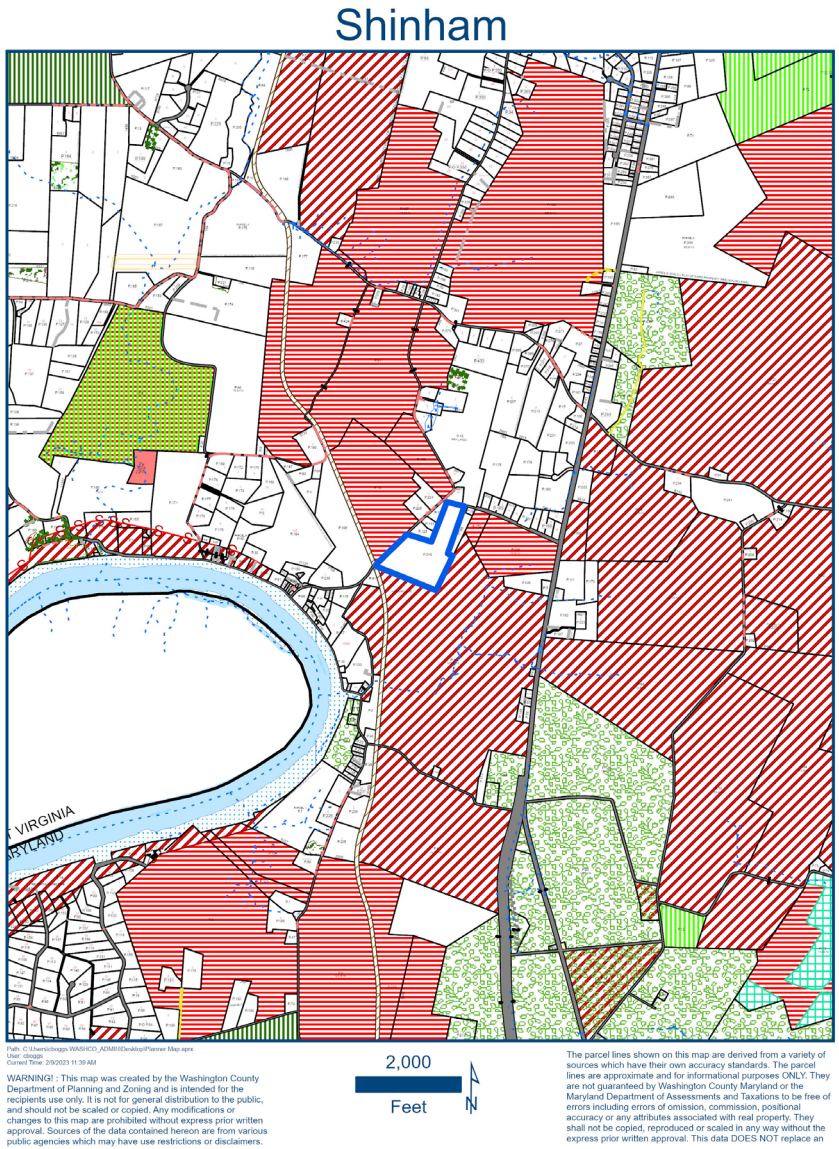
<u>Zoning</u>: P

<u>Soils</u>: Class I, II, and III- 68.87%

<u>Land Use</u>:

Crops	10.57 acres
Pasture	5.16 acres
Woods	12.07 acres
Buildings	0.29 acres
Water	0.00 acres

<u>Staff Recommendation</u>:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-003

Applicant: Shinham, John & Amy etal

Location: 17613 Taylors Landing Rd, Sharpsburg

Tax Map(s): 72

Grid: 7

Parcel: 216

Election District: 12

Deed References: 6100/274

Acres: 28.08

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 10.39
Class III: 8.95	Class IV: 3.16
Class V: 0.00	Class VI: 5.58
Class VII: 0.00	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 0.00

Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Ball, Edward

Application No: AD-23-004

<u>Adopted Comprehensive Plan Designation</u>:
Agriculture - Rural

<u>Agricultural Lands Inventory Map</u>:
Prime Long Term

<u>Distance to Urban or Town Growth Area</u>:
Approximately 1.08 miles from Urban Growth Area

<u>Acreage</u>: 88.51

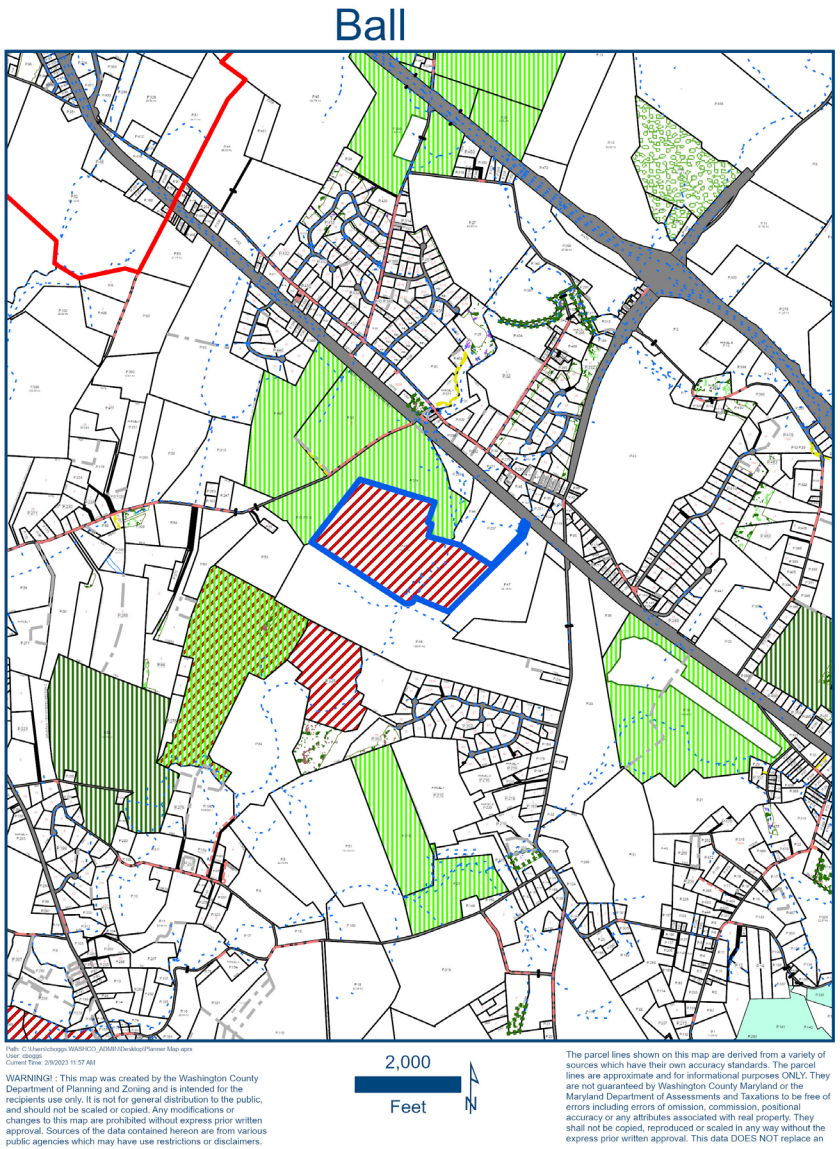
<u>Zoning</u>: AR

<u>Soils</u>: Class I, II, and III- 83.35%

<u>Land Use</u>:

Crops	28.66 acres
Pasture	1.57 acres
Woods	56.63 acres
Buildings	0.00 acres
Water	1.66 acres

<u>Staff Recommendation</u>:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-004

Applicant: Ball, Edward

Location: National Pike, Hagerstown

Tax Map(s): 63

Grid: 5

Parcel: 46

Election District: 16

Deed References:

Acres: 112.312

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 44.68
Class III: 29.09	Class IV: 0.00
Class V: 0.00	Class VI: 14.76
Class VII: 0.00	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 0.00

Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Clipp, Brent

Application No: AD-23-005

Adopted Comprehensive Plan Designation:
Agriculture - Rural

Agricultural Lands Inventory Map:
Prime Long Term

Distance to Urban or Town Growth Area:
Approximately 3.70 miles from Town Growth Area

Acreage: 67.29

Zoning: P/RV

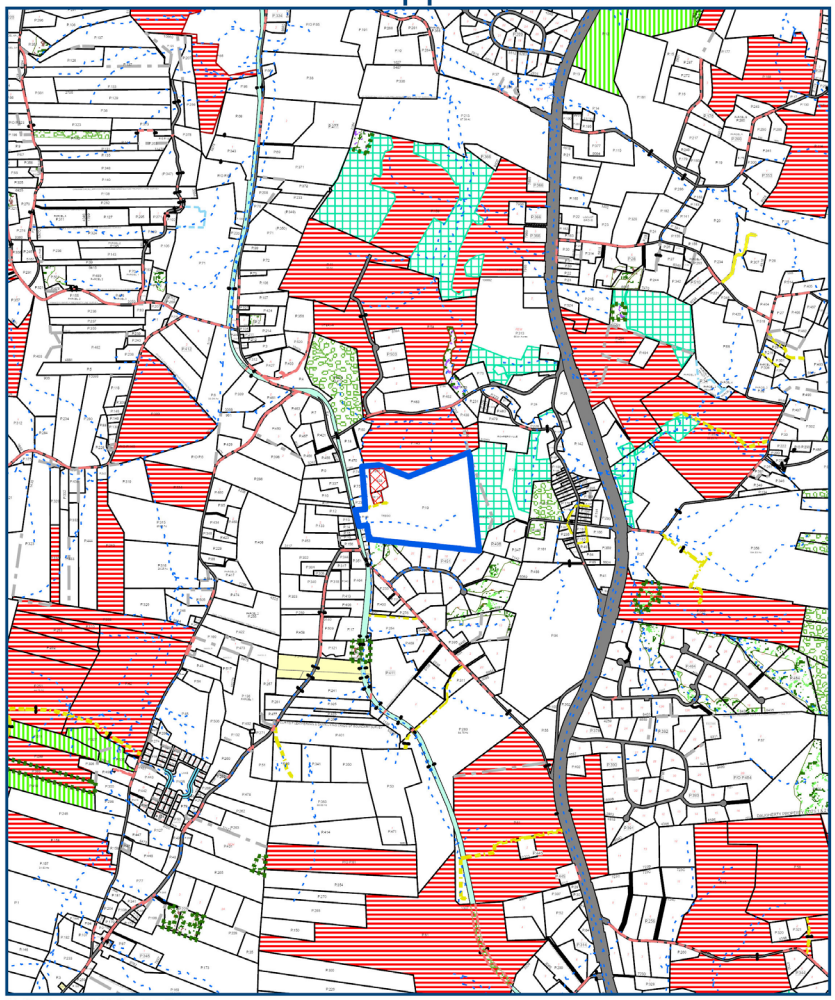
Soils: Class I, II, and III- 100.00%

Land Use:

Crops	50.31 acres
Pasture	4.08 acres
Woods	12.56 acres
Buildings	0.34 acres
Water	0.00 acres

Staff Recommendation:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.

Clipp



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Agricultural Preservation District

Site Location

Application No: AD-23-005

Applicant: Clipp, Brent

Location: 4329 Trego Rd, Keedysville

Tax Map(s): 81

Grid: 9

Parcel: 19

Election District: 08

Deed References: 4021/1

Acres: 67.29

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

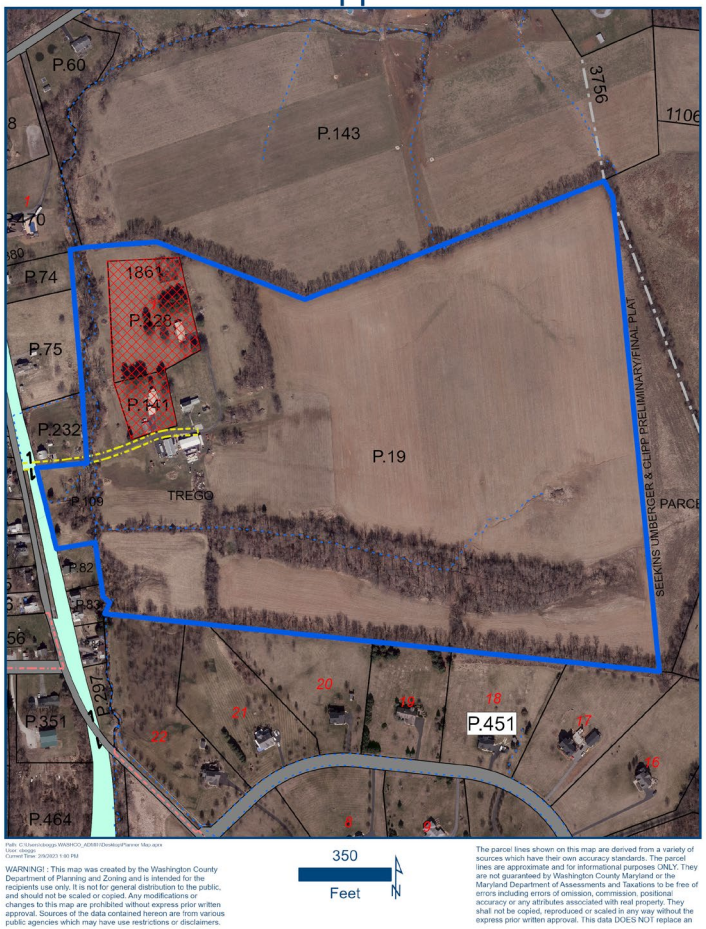
"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 54.73
Class III: 7.55	Class IV: 0.00
Class V: 0.00	Class VI: 0.00
Class VII: 0.00	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 0.00

Clipp



Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Anderson, Donna

Application No: AD-23-006

Adopted Comprehensive Plan Designation:
Agriculture - Rural

Agricultural Lands Inventory Map:
Prime Long Term

Distance to Urban or Town Growth Area:
Approximately 1.50 miles from Urban Growth Area

Acreage: 20.00

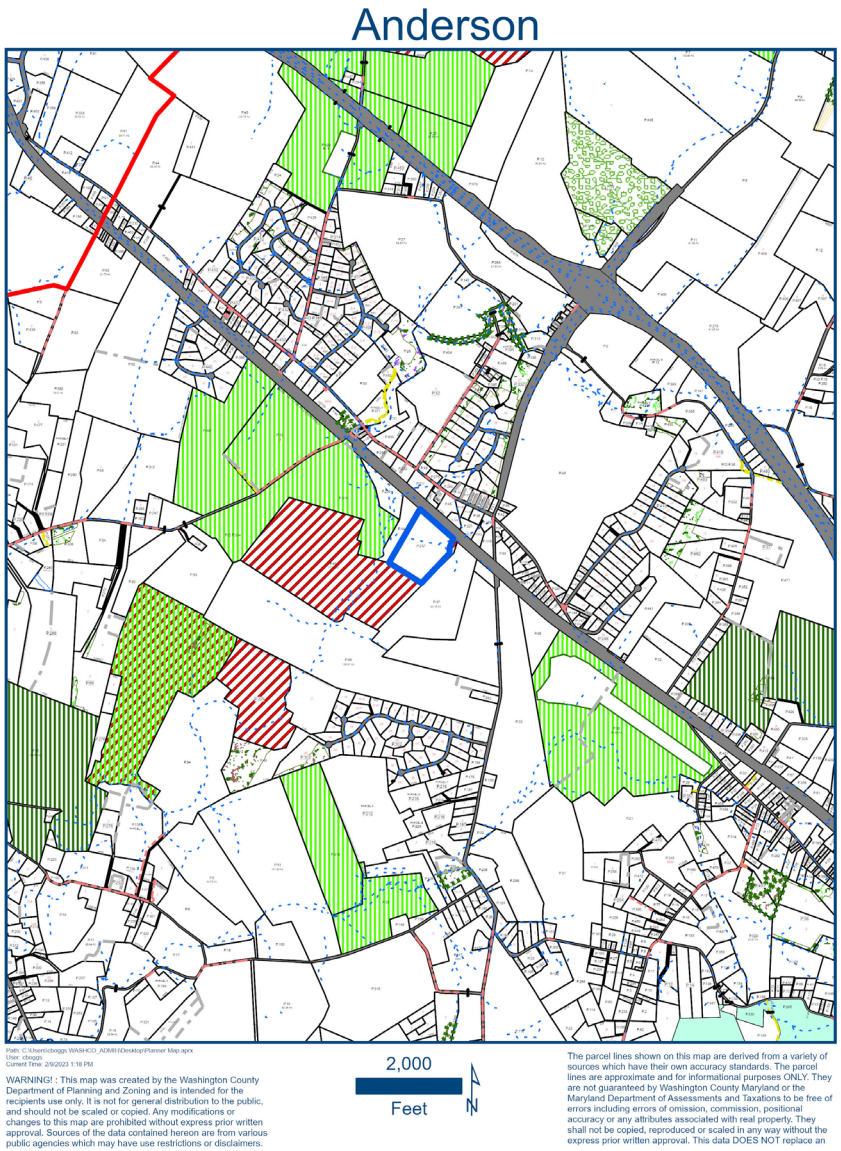
Zoning: AR/RV

Soils: Class I, II, and III- 84.80%

Land Use:

Crops	12.90 acres
Pasture	4.62 acres
Woods	2.21 acres
Buildings	0.65 acres
Water	0.15 acres

Staff Recommendation:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-006

Applicant: Anderson, Donna

Location: 20659 National Pike, Boonsboro

Tax Map(s): 63

Grid: 5

Parcel: 237

Election District: 16

Deed References: 7013/86

Acres: 20.00

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 9.63
Class III: 7.33	Class IV: 0.00
Class V: 0.00	Class VI: 2.80
Class VII: 0.00	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 0.00

Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Horst, Joel & Lillian

Application No: AD-23-007

Adopted Comprehensive Plan Designation:
Agriculture - Rural

Agricultural Lands Inventory Map:
Prime Long Term

Distance to Urban or Town Growth Area:
Approximately 0.38 miles from Urban Growth Area

Acreage: 86.963

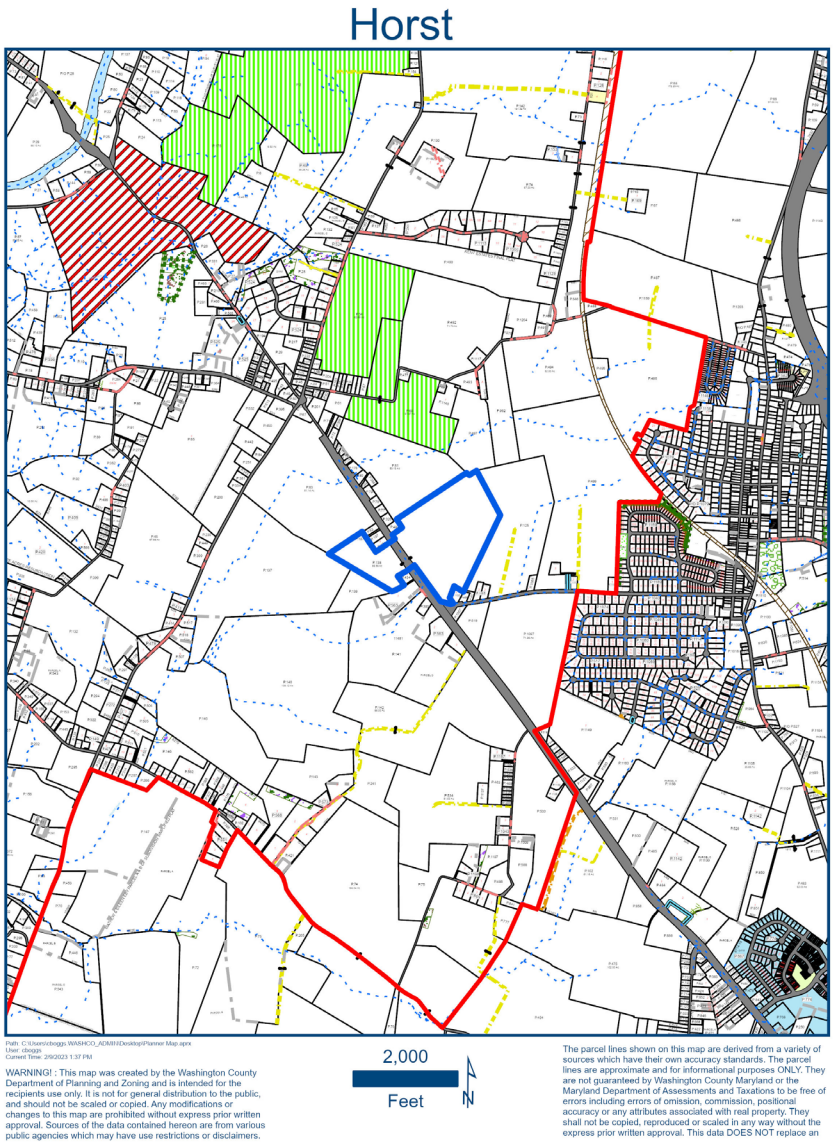
Zoning: AR

Soils: Class I, II, and III- 94.29%

Land Use:

Crops	67.79 acres
Pasture	15.91 acres
Woods	1.44 acres
Buildings	1.82 acres
Water	0.00 acres

Staff Recommendation:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-007

Applicant: Horst, Joel & Lillian

Location: 13751 Cearfoss Pike, Hagerstown

Tax Map(s): 23

Grid: 18

Parcel: 138

Election District: 13

Deed References: 1354/466

Acres: 86.963

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 66.79
Class III: 15.21	Class IV: 0.00
Class V: 0.00	Class VI: 4.95
Class VII: 0.00	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 0.00

Horst

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Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Fuscsick, George & Teresa

Application No: AD-23-008

Adopted Comprehensive Plan Designation:
Agriculture - Rural

Agricultural Lands Inventory Map:
Prime Long Term

Distance to Urban or Town Growth Area:
Approximately 1.79 miles from Urban Growth Area

Acreage: 26.25

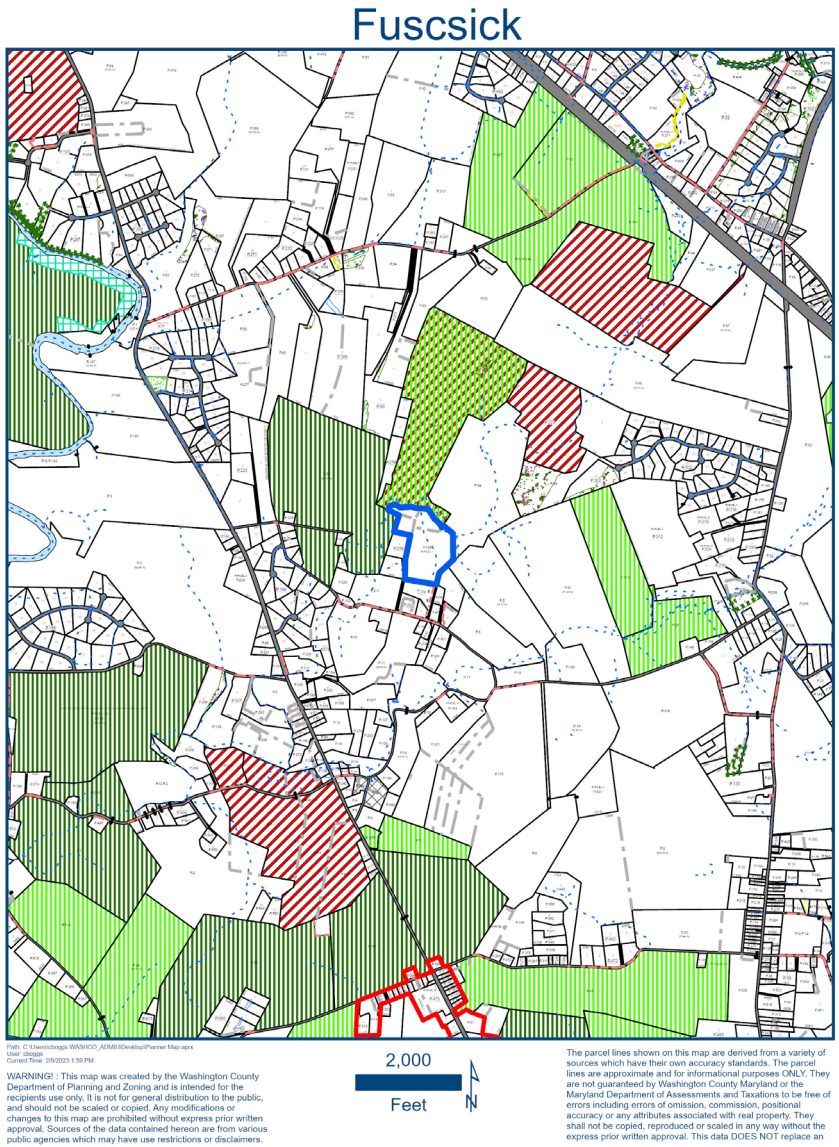
Zoning: EC/AR

Soils: Class I, II, and III- 75.66%

Land Use:

Crops	18.84 acres
Pasture	5.15 acres
Woods	1.51 acres
Buildings	0.16 acres
Water	0.60 acres

Staff Recommendation:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-008

Applicant: Fuscsick, George & Teresa

Location: 8756 Lily Kay Trail, Boonsboro

Tax Map(s): 63

Grid: 15

Parcel: 138

Election District: 16

Deed References: 6243/169

Acres: 26.25

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

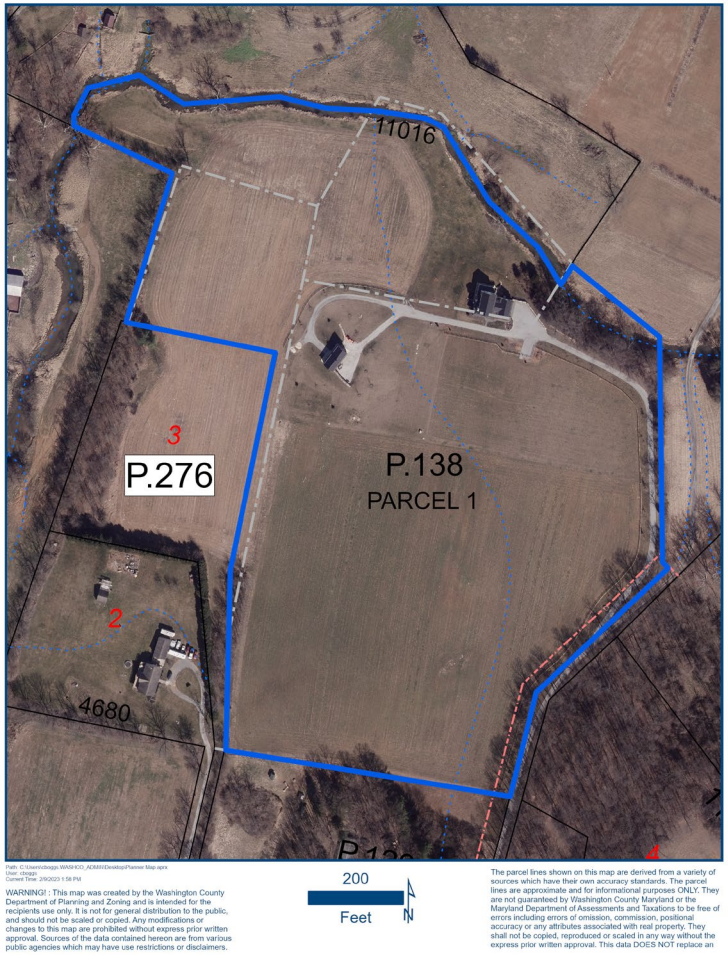
"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 13.10
Class III: 6.76	Class IV: 2.16
Class V: 0.00	Class VI: 0.00
Class VII: 0.00	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 0.00

Fuscsick



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Comprehensive Plan

Farmland Preservation

Comprehensive Plan

Michael, Justin, Mark & Matthew

Application No: AD-23-009

Adopted Comprehensive Plan Designation:
Agriculture - Rural

Agricultural Lands Inventory Map:
Prime Long Term

Distance to Urban or Town Growth Area:
Approximately 0.00 miles from Town Growth Area

Acreage: 100.96

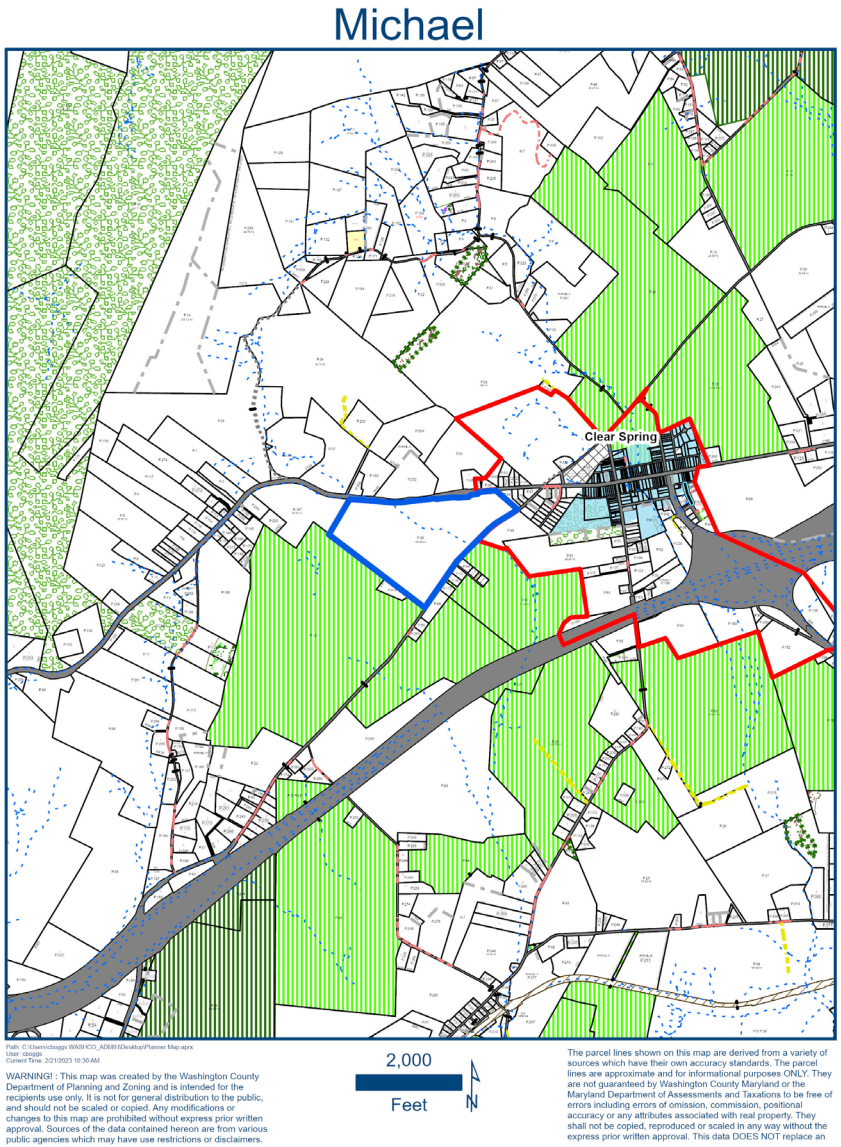
Zoning: AR

Soils: Class I, II, and III- 96.23%

Land Use:

Crops	87.88 acres
Pasture	5.24 acres
Woods	0.86 acres
Buildings	1.44 acres
Water	0.84 acres

Staff Recommendation:
The farm is consistent with the Comprehensive Plan for the establishment of an agricultural land preservation district.



Agricultural Preservation District

Site Location

Application No: AD-23-009

Applicant: Michael, Justin, Mark & Matthew

Location: 12345 National Pike, Clear Spring

Tax Map(s): 34

Grid: 14

Parcel: 38

Election District: 04

Deed References: 6514/181

Acres: 100.96

Planning Sector(s): 2

Water and Sewer Classification:

No Planned Water or Sewer Service

"201" Facilities Plan:

Does not lie within the borders of a 201 Facilities Planned Service Area.

Soils in acres

Class I: 0.00	Class II: 66.76
Class III: 25.86	Class IV: 0.01
Class V: 0.00	Class VI: 2.83
Class VII: 0.62	Woods 1: 0.00
Woods 2: 0.00	Floodplain: 4.71

Michael

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Presentation of the 2024-2033 Capital Budget – Draft 2

PRESENTATION DATE: April 4, 2023

PRESENTATION BY: Michelle Gordon, Chief Financial Officer; Kelcee Mace, Deputy Director, Budget & Finance

RECOMMENDED MOTION: For informational purposes.

REPORT-IN-BRIEF: Discussion of Draft 2 of the FY2024-2033 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 14, 2023. Based on feedback from both the County Commissioners and requestors, minor changes have been made. Changes include rearranging of programmed State funding for HCC projects, with no effect on local contribution; moving up of the Williamsport Library project funding based on the timing of the grant application, which affects the timing on use of capital reserves. There has been no change in the amount of bond funding or General Fund contribution for any of the ten years included in the plan.

FISCAL IMPACT: FY2024 Capital budget of $56,004,000

CONCURRENCES: CIP Committee

ALTERNATIVES: N/A

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

AUDIO/VISUAL NEEDS: N/A

Washington County, Maryland
CIP Summary of Changes
FY24 Draft 1 vs. FY24 Draft 2

	Total	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Airport											
Project Cost 2024 Draft 1	41,042,000	9,795,000	5,785,000	17,325,000	1,496,000	427,000	160,000	3,549,000	388,000	1,962,000	155,000
Project Cost 2024 Draft 2	41,042,000	9,795,000	5,785,000	17,325,000	1,496,000	427,000	160,000	3,549,000	388,000	1,962,000	155,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	3,496,000	951,000	785,000	627,000	157,000	157,000	107,000	271,000	103,000	183,000	155,000
Local Funding 2024 Draft 2	3,496,000	951,000	785,000	627,000	157,000	157,000	107,000	271,000	103,000	183,000	155,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	37,546,000	8,844,000	5,000,000	16,698,000	1,339,000	270,000	53,000	3,278,000	285,000	1,779,000	0
Other Funding 2024 Draft 2	37,546,000	8,844,000	5,000,000	16,698,000	1,339,000	270,000	53,000	3,278,000	285,000	1,779,000	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Bridges											
Project Cost 2024 Draft 1	20,357,000	1,988,000	1,504,000	3,283,000	1,570,000	884,000	2,529,000	2,855,000	1,372,000	3,538,000	834,000
Project Cost 2024 Draft 2	20,357,000	1,988,000	1,504,000	3,283,000	1,570,000	884,000	2,529,000	2,855,000	1,372,000	3,538,000	834,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	14,125,000	1,148,000	704,000	1,763,000	1,570,000	884,000	2,033,000	1,719,000	1,372,000	2,098,000	834,000
Local Funding 2024 Draft 2	14,125,000	1,148,000	704,000	1,763,000	1,570,000	884,000	2,033,000	1,719,000	1,372,000	2,098,000	834,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	6,232,000	840,000	800,000	1,520,000	0	0	496,000	1,136,000	0	1,440,000	0
Other Funding 2024 Draft 2	6,232,000	840,000	800,000	1,520,000	0	0	496,000	1,136,000	0	1,440,000	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Drainage											
Project Cost 2024 Draft 1	13,129,000	750,000	1,150,000	1,232,000	2,038,000	1,235,000	1,209,000	1,300,000	1,300,000	1,025,000	1,890,000
Project Cost 2024 Draft 2	13,129,000	750,000	1,150,000	1,232,000	2,038,000	1,235,000	1,209,000	1,300,000	1,300,000	1,025,000	1,890,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	13,129,000	750,000	1,150,000	1,232,000	2,038,000	1,235,000	1,209,000	1,300,000	1,300,000	1,025,000	1,890,000
Local Funding 2024 Draft 2	13,129,000	750,000	1,150,000	1,232,000	2,038,000	1,235,000	1,209,000	1,300,000	1,300,000	1,025,000	1,890,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 2	0	0	0	0	0	0	0	0	0	0	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0

Washington County, Maryland
CIP Summary of Changes
FY24 Draft 1 vs. FY24 Draft 2

	Total	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Board of Education											
Project Cost 2024 Draft 1	174,013,000	14,291,000	15,060,000	24,965,000	31,369,000	16,865,000	13,125,000	14,033,000	14,507,000	15,218,000	14,580,000
Project Cost 2024 Draft 2	174,013,000	14,291,000	15,060,000	24,965,000	31,369,000	16,865,000	13,125,000	14,033,000	14,507,000	15,218,000	14,580,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	52,587,000	5,500,000	4,000,000	8,518,000	10,419,000	4,150,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Local Funding 2024 Draft 2	52,587,000	5,500,000	4,000,000	8,518,000	10,419,000	4,150,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	121,426,000	8,791,000	11,060,000	16,447,000	20,950,000	12,715,000	9,125,000	10,033,000	10,507,000	11,218,000	10,580,000
Other Funding 2024 Draft 2	121,426,000	8,791,000	11,060,000	16,447,000	20,950,000	12,715,000	9,125,000	10,033,000	10,507,000	11,218,000	10,580,000
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Hagerstown Community College											
Project Cost 2024 Draft 1	25,871,000	2,840,000	500,000	1,462,000	4,899,000	3,650,000	4,300,000	900,000	1,731,000	2,500,000	3,089,000
Project Cost 2024 Draft 2	38,251,000	3,402,000	9,649,000	900,000	1,400,000	900,000	1,400,000	900,000	1,731,000	4,744,000	13,225,000
Change	12,380,000	562,000	9,149,000	(562,000)	(3,499,000)	(2,750,000)	(2,900,000)	0	0	2,244,000	10,136,000
Local Funding 2024 Draft 1	9,140,000	1,940,000	0	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000
Local Funding 2024 Draft 2	9,140,000	1,940,000	0	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	16,731,000	900,000	500,000	562,000	3,999,000	2,750,000	3,400,000	0	831,000	1,600,000	2,189,000
Other Funding 2024 Draft 2	29,111,000	1,462,000	9,649,000	0	500,000	0	500,000	0	831,000	3,844,000	12,325,000
Change in Other Funding	12,380,000	562,000	9,149,000	(562,000)	(3,499,000)	(2,750,000)	(2,900,000)	0	0	2,244,000	10,136,000
Public Libraries											
Project Cost 2024 Draft 1	15,921,000	25,000	25,000	30,000	664,000	1,791,000	9,752,000	3,504,000	40,000	45,000	45,000
Project Cost 2024 Draft 2	15,921,000	25,000	659,000	1,786,000	9,747,000	3,499,000	35,000	40,000	40,000	45,000	45,000
Change	0	0	634,000	1,756,000	9,083,000	1,708,000	(9,717,000)	(3,464,000)	0	0	0
Local Funding 2024 Draft 1	5,023,000	25,000	25,000	30,000	221,000	562,000	2,950,000	1,080,000	40,000	45,000	45,000
Local Funding 2024 Draft 2	5,023,000	25,000	216,000	557,000	2,945,000	1,075,000	35,000	40,000	40,000	45,000	45,000
Change in Local Funding	0	0	191,000	527,000	2,724,000	513,000	(2,915,000)	(1,040,000)	0	0	0
Other Funding 2024 Draft 1	10,898,000	0	0	0	443,000	1,229,000	6,802,000	2,424,000	0	0	0
Other Funding 2024 Draft 2	10,898,000	0	443,000	1,229,000	6,802,000	2,424,000	0	0	0	0	0
Change in Other Funding	0	0	443,000	1,229,000	6,359,000	1,195,000	(6,802,000)	(2,424,000)	0	0	0

Washington County, Maryland
CIP Summary of Changes
FY24 Draft 1 vs. FY24 Draft 2

	Total	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
General Government											
Project Cost 2024 Draft 1	13,643,000	1,378,000	2,675,000	1,405,000	1,405,000	905,000	905,000	880,000	1,030,000	2,030,000	1,030,000
Project Cost 2024 Draft 2	13,643,000	1,378,000	2,675,000	1,405,000	1,405,000	905,000	905,000	880,000	1,030,000	2,030,000	1,030,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	13,643,000	1,378,000	2,675,000	1,405,000	1,405,000	905,000	905,000	880,000	1,030,000	2,030,000	1,030,000
Local Funding 2024 Draft 2	13,643,000	1,378,000	2,675,000	1,405,000	1,405,000	905,000	905,000	880,000	1,030,000	2,030,000	1,030,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 2	0	0	0	0	0	0	0	0	0	0	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Parks & Recreation											
Project Cost 2024 Draft 1	16,705,000	710,000	2,815,000	5,145,000	1,570,000	1,605,000	890,000	1,065,000	940,000	1,070,000	895,000
Project Cost 2024 Draft 2	16,705,000	710,000	2,815,000	5,145,000	1,570,000	1,605,000	890,000	1,065,000	940,000	1,070,000	895,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	8,762,000	52,000	2,577,000	3,497,000	563,000	547,000	295,000	313,000	300,000	318,000	300,000
Local Funding 2024 Draft 2	8,762,000	52,000	2,577,000	3,497,000	563,000	547,000	295,000	313,000	300,000	318,000	300,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	7,943,000	658,000	238,000	1,648,000	1,007,000	1,058,000	595,000	752,000	640,000	752,000	595,000
Other Funding 2024 Draft 2	7,943,000	658,000	238,000	1,648,000	1,007,000	1,058,000	595,000	752,000	640,000	752,000	595,000
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Public Safety											
Project Cost 2024 Draft 1	63,029,000	6,587,000	8,710,000	5,432,000	5,109,000	4,304,000	6,231,000	5,226,000	7,174,000	7,545,000	6,711,000
Project Cost 2024 Draft 2	63,029,000	6,587,000	8,710,000	5,432,000	5,109,000	4,304,000	6,231,000	5,226,000	7,174,000	7,545,000	6,711,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	56,234,000	3,762,000	6,530,000	5,252,000	4,929,000	4,124,000	6,051,000	5,046,000	6,994,000	7,015,000	6,531,000
Local Funding 2024 Draft 2	56,234,000	3,762,000	6,530,000	5,252,000	4,929,000	4,124,000	6,051,000	5,046,000	6,994,000	7,015,000	6,531,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	6,795,000	2,825,000	2,180,000	180,000	180,000	180,000	180,000	180,000	180,000	530,000	180,000
Other Funding 2024 Draft 2	6,795,000	2,825,000	2,180,000	180,000	180,000	180,000	180,000	180,000	180,000	530,000	180,000
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0

Washington County, Maryland
CIP Summary of Changes
FY24 Draft 1 vs. FY24 Draft 2

	Total	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Railroad Crossings											
Project Cost 2024 Draft 1	1,146,000	0	0	0	200,000	0	250,000	0	300,000	0	396,000
Project Cost 2024 Draft 2	1,146,000	0	0	0	200,000	0	250,000	0	300,000	0	396,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	1,146,000	0	0	0	200,000	0	250,000	0	300,000	0	396,000
Local Funding 2024 Draft 2	1,146,000	0	0	0	200,000	0	250,000	0	300,000	0	396,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 2	0	0	0	0	0	0	0	0	0	0	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Road Improvement											
Project Cost 2024 Draft 1	107,851,000	13,894,000	9,887,000	10,971,000	10,102,000	12,997,000	11,771,000	11,370,000	10,459,000	8,439,000	7,961,000
Project Cost 2024 Draft 2	107,851,000	13,894,000	9,887,000	10,971,000	10,102,000	12,997,000	11,771,000	11,370,000	10,459,000	8,439,000	7,961,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	107,851,000	13,894,000	9,887,000	10,971,000	10,102,000	12,997,000	11,771,000	11,370,000	10,459,000	8,439,000	7,961,000
Local Funding 2024 Draft 2	107,851,000	13,894,000	9,887,000	10,971,000	10,102,000	12,997,000	11,771,000	11,370,000	10,459,000	8,439,000	7,961,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 2	0	0	0	0	0	0	0	0	0	0	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Solid Waste											
Project Cost 2024 Draft 1	15,731,000	1,154,000	8,641,000	5,241,000	95,000	95,000	97,000	98,000	99,000	105,000	106,000
Project Cost 2024 Draft 2	15,731,000	1,154,000	8,641,000	5,241,000	95,000	95,000	97,000	98,000	99,000	105,000	106,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	15,731,000	1,154,000	8,641,000	5,241,000	95,000	95,000	97,000	98,000	99,000	105,000	106,000
Local Funding 2024 Draft 2	15,731,000	1,154,000	8,641,000	5,241,000	95,000	95,000	97,000	98,000	99,000	105,000	106,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 2	0	0	0	0	0	0	0	0	0	0	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0

Washington County, Maryland
CIP Summary of Changes
FY24 Draft 1 vs. FY24 Draft 2

	Total	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Transit											
Project Cost 2024 Draft 1	7,495,000	165,000	0	480,000	1,275,000	585,000	475,000	375,000	480,000	375,000	3,285,000
Project Cost 2024 Draft 2	7,495,000	165,000	0	480,000	1,275,000	585,000	475,000	375,000	480,000	375,000	3,285,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	744,000	16,000	0	47,000	127,000	58,000	47,000	37,000	47,000	37,000	328,000
Local Funding 2024 Draft 2	744,000	16,000	0	47,000	127,000	58,000	47,000	37,000	47,000	37,000	328,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	6,751,000	149,000	0	433,000	1,148,000	527,000	428,000	338,000	433,000	338,000	2,957,000
Other Funding 2024 Draft 2	6,751,000	149,000	0	433,000	1,148,000	527,000	428,000	338,000	433,000	338,000	2,957,000
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Water Quality											
Project Cost 2024 Draft 1	34,289,000	1,865,000	2,237,000	2,174,000	1,849,000	2,805,000	1,015,000	7,687,000	6,852,000	6,602,000	1,203,000
Project Cost 2024 Draft 2	34,289,000	1,865,000	2,237,000	2,174,000	1,849,000	2,805,000	1,015,000	7,687,000	6,852,000	6,602,000	1,203,000
Change	0	0	0	0	0	0	0	0	0	0	0
Local Funding 2024 Draft 1	31,964,000	2,165,000	1,912,000	2,174,000	1,534,000	1,080,000	755,000	7,687,000	6,852,000	6,602,000	1,203,000
Local Funding 2024 Draft 2	31,964,000	2,165,000	1,912,000	2,174,000	1,534,000	1,080,000	755,000	7,687,000	6,852,000	6,602,000	1,203,000
Change in Local Funding	0	0	0	0	0	0	0	0	0	0	0
Other Funding 2024 Draft 1	2,325,000	-300,000	325,000	0	315,000	1,725,000	260,000	0	0	0	0
Other Funding 2024 Draft 2	2,325,000	-300,000	325,000	0	315,000	1,725,000	260,000	0	0	0	0
Change in Other Funding	0	0	0	0	0	0	0	0	0	0	0
Budget Total											
Project Cost 2024 Draft 1	550,222,000	55,442,000	58,989,000	79,145,000	63,641,000	48,148,000	52,709,000	52,842,000	46,672,000	50,454,000	42,180,000
Project Cost 2024 Draft 2	562,602,000	56,004,000	68,772,000	80,339,000	69,225,000	47,106,000	40,092,000	49,378,000	46,672,000	52,698,000	52,316,000
Change	12,380,000	562,000	9,783,000	1,194,000	5,584,000	(1,042,000)	(12,617,000)	(3,464,000)	0	2,244,000	10,136,000
Local Funding 2024 Draft 1	333,575,000	32,735,000	38,886,000	41,657,000	34,260,000	27,694,000	31,370,000	34,701,000	33,796,000	32,797,000	25,679,000
Local Funding 2024 Draft 2	333,575,000	32,735,000	39,077,000	42,184,000	36,984,000	28,207,000	28,455,000	33,661,000	33,796,000	32,797,000	25,679,000
Change in Local Funding	0	0	191,000	527,000	2,724,000	513,000	(2,915,000)	(1,040,000)	0	0	0
Other Funding 2024 Draft 1	216,647,000	22,707,000	20,103,000	37,488,000	29,381,000	20,454,000	21,339,000	18,141,000	12,876,000	17,657,000	16,501,000
Other Funding 2024 Draft 2	229,027,000	23,269,000	29,695,000	38,155,000	32,241,000	18,899,000	11,637,000	15,717,000	12,876,000	19,901,000	26,637,000
Change in Other Funding	12,380,000	562,000	9,592,000	667,000	2,860,000	(1,555,000)	(9,702,000)	(2,424,000)	0	2,244,000	10,136,000

Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2024 - 2033
Draft 2

	Total	Prior Appr.	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Airport												
Air Traffic Control Tower	7,000,000	0	700,000	0	6,300,000	0	0	0	0	0	0	0
T-Hangar 1, 2, & 3 Replacement	532,000	173,000	34,000	35,000	35,000	36,000	37,000	37,000	38,000	38,000	39,000	30,000
Airport Systemic Improvement Projects	1,282,627	99,627	378,000	405,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Airport Security System Enhancements	197,165	177,165	20,000	0	0	0	0	0	0	0	0	0
Capital Equipment - Airport	4,237,567	931,567	195,000	363,000	650,000	1,410,000	40,000	73,000	55,000	300,000	145,000	75,000
Taxiway F Rehabilitation	6,300,000	300,000	6,000,000	0	0	0	0	0	0	0	0	0
Runway 2/20 Rehabilitation	3,847,000	0	323,000	3,524,000	0	0	0	0	0	0	0	0
Runway 9/27 Lighting and Signage Replacement	1,060,000	0	1,060,000	0	0	0	0	0	0	0	0	0
Snow Removal Equipment Storage Building Expansion	3,514,000	0	0	0	0	0	300,000	0	3,214,000	0	0	0
T-Hangar Taxi Lanes Rehabilitation	1,500,000	0	150,000	1,350,000	0	0	0	0	0	0	0	0
Taxiway A Rehabilitation	4,016,000	0	335,000	0	3,681,000	0	0	0	0	0	0	0
Taxiway G Rehabilitation	1,920,000	0	0	0	0	0	0	0	192,000	0	1,728,000	0
Taxiway H Rehabilitation	1,317,000	0	0	108,000	1,209,000	0	0	0	0	0	0	0
Terminal Building Expansion	6,000,000	0	600,000	0	5,400,000	0	0	0	0	0	0	0
Airport	**42,723,359**	**1,681,359**	**9,795,000**	**5,785,000**	**17,325,000**	**1,496,000**	**427,000**	**160,000**	**3,549,000**	**388,000**	**1,962,000**	**155,000**
Bridges												
Bridge Inspection and Inventory	697,806	48,806	175,000	0	24,000	0	200,000	0	25,000	0	225,000	0
Crystal Falls Drive W3051	2,898,500	2,498,500	400,000	0	0	0	0	0	0	0	0	0
Keedysville Road Bridge W5651	2,964,600	2,564,600	400,000	0	0	0	0	0	0	0	0	0
Cleaning & Painting of Steel Bridges	358,000	108,000	100,000	0	0	0	0	150,000	0	0	0	0
Halfway Boulevard Bridges W0912	5,489,000	4,489,000	0	1,000,000	0	0	0	0	0	0	0	0
Country Store Lane Culvert 16/06	335,000	35,000	300,000	0	0	0	0	0	0	0	0	0
Gardenhour Road Bridge W2431	2,695,000	500,000	275,000	0	1,920,000	0	0	0	0	0	0	0
Greenspring Furnace Road Culvert 15/15	567,000	40,000	0	0	265,000	262,000	0	0	0	0	0	0
Kretsinger Road Culvert 14/01	443,000	137,000	306,000	0	0	0	0	0	0	0	0	0
Appletown Road Bridge W2184	979,000	0	0	0	0	0	0	407,000	572,000	0	0	0
Ashton Road Culvert 04/06	559,000	0	0	0	0	0	0	0	42,000	517,000	0	0
Bowie Road Culvert	405,000	0	0	0	0	0	0	405,000	0	0	0	0
Burnside Bridge Road Culvert 01/03	461,000	0	0	0	160,000	301,000	0	0	0	0	0	0
Draper Road Culvert 04/07	589,000	0	0	0	0	0	0	37,000	552,000	0	0	0
Draper Road Culvert 04/08	530,000	0	0	0	0	0	0	0	0	50,000	480,000	0
Greenbrier Road Culvert 16/14	268,000	0	0	0	0	0	0	0	0	268,000	0	0
Gruber Road Bridge 04/10	396,000	0	0	0	0	0	0	0	10,000	386,000	0	0
Harpers Ferry Road Culvert 11/02	757,000	0	0	0	115,000	642,000	0	0	0	0	0	0
Henline Road Culvert 05/05	429,000	0	0	0	0	15,000	414,000	0	0	0	0	0
Hoffman's Inn Road Culvert 05/06	313,000	0	0	0	0	0	0	313,000	0	0	0	0
Lanes Road Culvert 15/12	417,000	0	32,000	385,000	0	0	0	0	0	0	0	0
Long Hollow Road Culvert 05/07	416,000	0	0	0	66,000	350,000	0	0	0	0	0	0
Mercersburg Road Culvert 04/16	484,000	0	0	0	0	0	0	0	0	16,000	468,000	0
Mooresville Road Culvert 15/21	446,000	0	0	0	0	0	0	446,000	0	0	0	0
Poplar Grove Road Bridge W2432	1,955,000	0	0	0	0	0	0	0	0	100,000	1,855,000	0
Remsburg Road Culvert	387,000	0	0	119,000	268,000	0	0	0	0	0	0	0
Rinehart Road Culvert 14/03	465,000	0	0	0	465,000	0	0	0	0	0	0	0
Stone Masonry Bridge Repairs	270,000	0	0	0	0	0	270,000	0	0	0	0	0
Taylors Landing Road Bridge W7101	1,379,000	0	0	0	0	0	0	0	0	35,000	510,000	834,000

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Willow Road Culvert 05/10	323,000	0	0	0	0	0	0	151,000	172,000	0	0	0
Yarrowsburg Road Bridge W6191	2,102,000	0	0	0	0	0	0	620,000	1,482,000	0	0	0
Bridges Total	**30,777,906**	**10,420,906**	**1,988,000**	**1,504,000**	**3,283,000**	**1,570,000**	**884,000**	**2,529,000**	**2,855,000**	**1,372,000**	**3,538,000**	**834,000**
Drainage												
Stream Restoration at Various Locations	2,306,782	1,056,782	0	250,000	0	250,000	0	0	0	350,000	0	400,000
Stormwater Retrofits	14,594,205	5,744,205	700,000	800,000	900,000	900,000	900,000	900,000	900,000	900,000	950,000	1,000,000
Drainage Improvements at Various Locations	850,000	300,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	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	609,000	0	0	0	0	0	0	259,000	350,000	0	0	0
Fort Ritchie Dam Repairs	200,000	0	0	50,000	150,000	0	0	0	0	0	0	0
Harpers Ferry Road Drainage, 3600 Block	525,000	0	0	0	75,000	450,000	0	0	0	0	0	0
Shank Road Drainage	214,000	0	0	0	0	214,000	0	0	0	0	0	0
Trego Mountain Road Drainage	415,000	0	0	0	0	0	0	0	0	0	0	415,000
University Road Culvert	285,000	0	0	0	0	0	285,000	0	0	0	0	0
Drainage Total	**20,229,987**	**7,100,987**	**750,000**	**1,150,000**	**1,232,000**	**2,038,000**	**1,235,000**	**1,209,000**	**1,300,000**	**1,300,000**	**1,025,000**	**1,890,000**
Education												
Board of Education												
Capital Maintenance - BOE	149,435,314	19,518,314	12,791,000	15,060,000	5,152,000	11,536,000	13,915,000	13,125,000	14,033,000	14,507,000	15,218,000	14,580,000
Replacement Elementary School	44,096,000	0	1,500,000	0	19,813,000	19,833,000	2,950,000	0	0	0	0	0
Board of Education	**193,531,314**	**19,518,314**	**14,291,000**	**15,060,000**	**24,965,000**	**31,369,000**	**16,865,000**	**13,125,000**	**14,033,000**	**14,507,000**	**15,218,000**	**14,580,000**
Hagerstown Community College												
Second Entrance Drive Widening Project	6,979,000	5,939,000	1,040,000	0	0	0	0	0	0	0	0	0
ARCC Renovation	14,150,000	0	0	0	0	0	0	0	0	0	1,175,000	12,975,000
ATC Renovation	14,211,000	0	562,000	9,149,000	900,000	900,000	900,000	900,000	900,000	0	0	0
Campus Road & Parking Lot Overlays	1,000,000	0	0	0	0	0	0	500,000	0	500,000	0	0
Career Programs Roof Replacement	4,800,000	0	0	0	0	0	0	0	0	1,231,000	3,569,000	0
NACC Renovation	1,800,000	0	1,800,000	0	0	0	0	0	0	0	0	0
Multi-Roof Project	1,250,000	0	0	500,000	0	500,000	0	0	0	0	0	250,000
Hagerstown Community College	**44,190,000**	**5,939,000**	**3,402,000**	**9,649,000**	**900,000**	**1,400,000**	**900,000**	**1,400,000**	**900,000**	**1,731,000**	**4,744,000**	**13,225,000**
Public Libraries												
Systemic Projects - Library	426,492	76,492	25,000	25,000	30,000	30,000	35,000	35,000	40,000	40,000	45,000	45,000
Williamsport Library Replacement	15,621,000	50,000	0	634,000	1,756,000	9,717,000	3,464,000	0	0	0	0	0
Public Libraries	**16,047,492**	**126,492**	**25,000**	**659,000**	**1,786,000**	**9,747,000**	**3,499,000**	**35,000**	**40,000**	**40,000**	**45,000**	**45,000**
Education Total	**253,768,806**	**25,583,806**	**17,718,000**	**25,368,000**	**27,651,000**	**42,516,000**	**21,264,000**	**14,560,000**	**14,973,000**	**16,278,000**	**20,007,000**	**27,850,000**
General Government												
Cost of Bond Issuance	978,000	80,000	88,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Systemic Improvements - Building	7,768,007	1,068,007	700,000	1,000,000	1,000,000	1,000,000	500,000	500,000	500,000	500,000	500,000	500,000
Facilities Roof Repairs	2,600,000	1,500,000	200,000	200,000	100,000	100,000	100,000	100,000	75,000	75,000	75,000	75,000
Equipment and Vehicle Wash Facility	325,000	75,000	0	250,000	0	0	0	0	0	0	0	0
Information Systems Replacement Program	1,276,653	151,653	75,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	250,000
Financial System Management & Upgrades	255,709	105,709	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
County Wireless Infrastructure	37,000	17,000	0	20,000	0	0	0	0	0	0	0	0
General - Equipment and Vehicle Replacement Program	1,936,195	936,195	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Courthouse Courtroom 1 Renovation	1,300,000	0	0	0	0	0	0	0	0	150,000	1,150,000	0
Stormwater Management and Watershed Services Office Building	1,100,000	0	200,000	900,000	0	0	0	0	0	0	0	0
General Government Total	**17,576,564**	**3,933,564**	**1,378,000**	**2,675,000**	**1,405,000**	**1,405,000**	**905,000**	**905,000**	**880,000**	**1,030,000**	**2,030,000**	**1,030,000**

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Parks and Recreation												
Black Rock Capital Equipment Program	389,618	54,618	25,000	100,000	25,000	25,000	25,000	25,000	25,000	25,000	30,000	30,000
Agriculture Education Center Indoor Multipurpose Building	8,670,000	4,050,000	550,000	1,270,000	2,800,000	0	0	0	0	0	0	0
Hardcourt Playing Surfaces	339,963	204,963	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Ag Center Land Development	2,198,000	198,000	0	1,000,000	1,000,000	0	0	0	0	0	0	0
Park Equipment/Surfacing Replacement, Various Locations	1,400,731	700,731	0	0	175,000	0	175,000	0	175,000	0	175,000	0
Parking Lot Repair/Overlay, Various Locations	525,896	75,896	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Antietam Creek Water Trail	357,000	242,000	15,000	50,000	50,000	0	0	0	0	0	0	0
Ag Center Show Area Floor	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Black Rock Bunker Rehabilitation	250,000	0	0	0	250,000	0	0	0	0	0	0	0
Conococheague Creek Water Trail	310,000	0	0	0	10,000	180,000	120,000	0	0	0	0	0
Doubs Woods Disc Golf	50,000	0	0	0	0	0	0	0	0	50,000	0	0
Kemps Mill Park Trails	100,000	0	0	0	100,000	0	0	0	0	0	0	0
Marty Snook Park Multimodal Trail and Parking	700,000	0	0	0	100,000	300,000	300,000	0	0	0	0	0
Marty Snook Park Pool Renovation and Accessible Entrance	750,000	0	0	0	350,000	400,000	0	0	0	0	0	0
Mt. Briar Wetland Preserve Trails and Conservation Area	100,000	0	0	100,000	0	0	0	0	0	0	0	0
North Central County Park	5,400,000	0	0	100,000	0	500,000	800,000	800,000	800,000	800,000	800,000	800,000
Park Entrances and Security Upgrades	200,000	0	0	0	100,000	100,000	0	0	0	0	0	0
Pen Mar-Fort Ritchie-Cascade Trail Connection	290,000	0	0	50,000	120,000	0	120,000	0	0	0	0	0
Recreational Field Bleachers	70,000	0	70,000	0	0	0	0	0	0	0	0	0
Regional Park Dog Park	80,000	0	0	80,000	0	0	0	0	0	0	0	0
Parks and Recreation	**22,231,208**	**5,526,208**	**710,000**	**2,815,000**	**5,145,000**	**1,570,000**	**1,605,000**	**890,000**	**1,065,000**	**940,000**	**1,070,000**	**895,000**
Public Safety												
Detention Center - Systemic Projects	5,272,173	872,173	190,000	700,000	700,000	450,000	500,000	500,000	500,000	550,000	60,000	250,000
Burn Building - PSTC Training Center	2,500,000	1,500,000	1,000,000	0	0	0	0	0	0	0	0	0
Patrol Services Relocation Renovation	17,500,000	500,000	1,100,000	2,900,000	3,000,000	3,000,000	2,000,000	4,000,000	1,000,000	0	0	0
Communication Tower(s) Various	576,806	266,806	90,000	0	110,000	0	110,000	0	0	0	0	0
P25 UHF Public Safety Radio Communications System Upgrade	12,600,000	11,075,000	0	1,525,000	0	0	0	0	0	0	0	0
Portable Radio Replacement Program - Sheriff	1,320,105	114,105	114,000	116,000	118,000	120,000	120,000	122,000	122,000	124,000	124,000	126,000
Portable Radio Replacement Program - Emergency Services	4,435,000	2,435,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Law Enforcement - Vehicle & Equipment Replacement Program	13,274,053	2,065,053	1,129,000	1,000,000	1,030,000	1,060,000	1,090,000	1,120,000	1,150,000	1,180,000	1,210,000	1,240,000
Emergency Services Equipment & Vehicle Program	9,600,089	7,375,089	200,000	205,000	210,000	215,000	220,000	225,000	230,000	235,000	240,000	245,000
Canteen/Rehab Unit Replacement	534,000	90,000	48,000	48,000	48,000	48,000	48,000	48,000	48,000	48,000	30,000	30,000
Incident Safety Officer Vehicle Replacement Program	176,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
Police Indoor Firing Range	750,000	0	0	0	0	0	0	0	0	250,000	250,000	250,000
PSTC Apparatus Operator / Defensive Driving Track	2,250,000	0	250,000	2,000,000	0	0	0	0	0	0	0	0
PSTC Tactical Village / Simulation Training Area	16,750,000	0	2,250,000	0	0	0	0	0	1,960,000	4,043,000	4,143,000	4,354,000
911 Center Building Expansion	1,800,000	0	0	0	0	0	0	0	0	528,000	1,272,000	0
Public Safety	**89,338,226**	**26,309,226**	**6,587,000**	**8,710,000**	**5,432,000**	**5,109,000**	**4,304,000**	**6,231,000**	**5,226,000**	**7,174,000**	**7,545,000**	**6,711,000**
Railroad												
Railroad Crossing Improvements	2,082,450	936,450	0	0	0	200,000	0	250,000	0	300,000	0	396,000
Railroad	**2,082,450**	**936,450**	**0**	**0**	**0**	**200,000**	**0**	**250,000**	**0**	**300,000**	**0**	**396,000**

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Road Improvement												
Intersection & Signal Improvements	2,770,177	520,177	0	750,000	0	0	750,000	0	0	750,000	0	0
Transportation ADA	1,776,774	376,774	100,000	500,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Pavement Maintenance and Rehab Program	67,141,399	9,141,399	5,000,000	5,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000
Longmeadow Road	2,105,000	0	0	0	310,000	432,000	518,000	845,000	0	0	0	0
Eastern Boulevard Extended	10,603,000	0	0	0	359,000	1,970,000	2,700,000	3,324,000	2,250,000	0	0	0
Eastern Blvd Widening Phase I	10,467,100	8,967,100	1,500,000	0	0	0	0	0	0	0	0	0
Eastern Boulevard Widening Phase II	6,772,300	2,691,300	385,000	1,274,000	2,422,000	0	0	0	0	0	0	0
Eastern Blvd at Antietam Drive Improvements	4,506,000	3,006,000	1,000,000	500,000	0	0	0	0	0	0	0	0
Professional Boulevard Extended Phase III	3,353,000	1,853,000	1,500,000	0	0	0	0	0	0	0	0	0
Halfway Boulevard Extended	9,473,000	6,473,000	3,000,000	0	0	0	0	0	0	0	0	0
Wright Road	3,948,000	2,673,000	125,000	650,000	500,000	0	0	0	0	0	0	0
Burnside Bridge Road Spot Improvements	544,000	0	0	0	0	0	544,000	0	0	0	0	0
E. Oak Ridge Drive/South Pointe Signal	461,000	0	0	0	0	0	461,000	0	0	0	0	0
Mt Aetna Road Spot Improvements	2,422,000	0	0	0	0	0	0	0	935,000	1,487,000	0	0
Robinwood Drive Sidewalk Extension	750,000	0	0	0	0	250,000	500,000	0	0	0	0	0
Rockdale Road and Independence Road Spot Improvements	1,025,000	0	0	0	0	0	0	0	0	450,000	575,000	0
Sandstone Drive Spot Improvements	500,000	0	0	0	0	0	0	0	500,000	0	0	0
Highway - Vehicle & Equipment Replacement Program	17,233,161	2,298,161	1,284,000	1,213,000	1,280,000	1,350,000	1,424,000	1,502,000	1,585,000	1,672,000	1,764,000	1,861,000
Road Improvement	**145,850,911**	**37,999,911**	**13,894,000**	**9,887,000**	**10,971,000**	**10,102,000**	**12,997,000**	**11,771,000**	**11,370,000**	**10,459,000**	**8,439,000**	**7,961,000**
Solid Waste												
Contingency - Solid Waste	604,042	64,042	30,000	35,000	35,000	60,000	60,000	62,000	63,000	64,000	65,000	66,000
SW Equipment & Vehicle Replacement	430,674	72,674	34,000	34,000	35,000	35,000	35,000	35,000	35,000	35,000	40,000	40,000
40 West Landfill - Cell 5 Construction	4,083,000	0	440,000	3,472,000	171,000	0	0	0	0	0	0	0
40 West Landfill Pretreatment Facility	10,600,000	0	500,000	5,100,000	5,000,000	0	0	0	0	0	0	0
Mechanics Crane Truck Replacement	150,000	0	150,000	0	0	0	0	0	0	0	0	0
Solid Waste	**15,867,716**	**136,716**	**1,154,000**	**8,641,000**	**5,241,000**	**95,000**	**95,000**	**97,000**	**98,000**	**99,000**	**105,000**	**106,000**
Transit												
Vehicle Preventive Maintenance	3,495,307	495,307	0	0	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000
Fixed Route Bus Replacement Program	5,842,317	2,242,317	0	0	0	900,000	0	0	0	0	0	2,700,000
ADA Bus Replacement	632,305	2,305	0	0	105,000	0	210,000	0	0	105,000	0	210,000
Support Vehicles	113,848	73,848	40,000	0	0	0	0	0	0	0	0	0
Transportation Development Plan	225,000	0	125,000	0	0	0	0	100,000	0	0	0	0
Transit	**10,308,777**	**2,813,777**	**165,000**	**0**	**480,000**	**1,275,000**	**585,000**	**475,000**	**375,000**	**480,000**	**375,000**	**3,285,000**
Water Quality												
Utility Administration												
Contingency - Utility Admin	172,177	44,177	0	0	0	0	0	0	31,000	32,000	32,000	33,000
General Building Improvements	964,000	70,000	400,000	494,000	0	0	0	0	0	0	0	0
Lab Equipment Replacement	436,117	185,117	30,000	23,000	24,000	24,000	25,000	25,000	25,000	25,000	25,000	25,000
WQ Equip/Vehicle Replacement Program	1,194,162	289,162	80,000	85,000	85,000	90,000	90,000	95,000	95,000	95,000	95,000	95,000
SCADA Replacement	250,000	0	250,000	0	0	0	0	0	0	0	0	0
Utility Administration	**3,016,456**	**588,456**	**760,000**	**602,000**	**109,000**	**114,000**	**115,000**	**120,000**	**151,000**	**152,000**	**152,000**	**153,000**

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	Total	Prior Appr.	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Sewer												
Contingency - Sewer	226,939	26,939	0	0	0	0	0	0	50,000	50,000	50,000	50,000
Replace Grinder Pumps	1,190,000	125,000	125,000	125,000	125,000	125,000	90,000	95,000	95,000	95,000	95,000	95,000
Pump Station Upgrades - Various Stations	5,755,447	2,320,447	100,000	200,000	885,000	0	750,000	0	750,000	0	750,000	0
Collection System Rehabilitation Project	3,976,121	156,121	0	670,000	0	900,000	0	750,000	0	750,000	0	750,000
Sandy Hook Collection System Upgrades	175,000	125,000	25,000	25,000	0	0	0	0	0	0	0	0
Smithsburg WWTP ENR Upgrade	26,881,087	11,381,087	0	0	0	0	0	0	5,500,000	5,000,000	5,000,000	0
General WwTP Improvements	1,122,500	22,500	250,000	300,000	250,000	300,000	0	0	0	0	0	0
Heavy Sewer EQP and VEH Replacement	1,280,807	345,807	200,000	200,000	200,000	105,000	35,000	35,000	40,000	40,000	40,000	40,000
Potomac Edison Pump Station & Force Main	1,700,000	0	0	0	0	0	1,700,000	0	0	0	0	0
Sewer Fund	**42,307,901**	**14,502,901**	**700,000**	**1,520,000**	**1,460,000**	**1,430,000**	**2,575,000**	**880,000**	**6,435,000**	**5,935,000**	**5,935,000**	**935,000**
Water												
Sharpsburg Water Meter Cradle Replacement	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0	0
Water Meter Replacement	293,239	143,239	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
WQ Main Replacement	2,366,000	566,000	100,000	100,000	0	0	100,000	0	500,000	500,000	500,000	0
Sharpsburg Water Treatment Plant	645,336	55,336	0	0	590,000	0	0	0	0	0	0	0
General WTP Improvements	1,434,342	254,342	290,000	0	0	290,000	0	0	250,000	250,000	0	100,000
Highfield/Sharpsburg Water Storage Tank	336,000	0	0	0	0	0	0	0	336,000	0	0	0
Water Fund	**6,074,917**	**2,018,917**	**405,000**	**115,000**	**605,000**	**305,000**	**115,000**	**15,000**	**1,101,000**	**765,000**	**515,000**	**115,000**
Water Quality	**51,399,274**	**17,110,274**	**1,865,000**	**2,237,000**	**2,174,000**	**1,849,000**	**2,805,000**	**1,015,000**	**7,687,000**	**6,852,000**	**6,602,000**	**1,203,000**
TOTAL	**702,155,184**	**139,553,184**	**56,004,000**	**68,772,000**	**80,339,000**	**69,225,000**	**47,106,000**	**40,092,000**	**49,378,000**	**46,672,000**	**52,698,000**	**52,316,000**

Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2024 - 2033
Draft 2

	Total	Prior Appr.	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Funding Sources												
General Fund	108,887,408	40,137,408	6,250,000	6,500,000	6,500,000	6,750,000	6,750,000	7,000,000	7,000,000	7,250,000	7,250,000	7,500,000
Highway Fund	5,319,000	319,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Cascade Fund	12,342	12,342	0	0	0	0	0	0	0	0	0	0
Solid Waste Fund	1,145,042	97,042	214,000	69,000	70,000	95,000	95,000	97,000	98,000	99,000	105,000	106,000
Utility Admin Fund	2,070,056	536,056	360,000	108,000	109,000	114,000	115,000	120,000	151,000	152,000	152,000	153,000
Water Fund	743,239	268,239	340,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Sewer Fund	4,594,116	2,344,116	350,000	350,000	325,000	230,000	125,000	130,000	185,000	185,000	185,000	185,000
Airport Fund	3,957,860	461,860	951,000	785,000	627,000	157,000	157,000	107,000	271,000	103,000	183,000	155,000
Tax-Supported Bond	164,383,128	27,383,128	12,000,000	13,000,000	14,000,000	14,000,000	14,000,000	14,000,000	14,000,000	14,000,000	14,000,000	14,000,000
Self-Supported Bond	48,410,951	6,022,951	2,055,000	10,011,000	6,896,000	1,175,000	825,000	490,000	7,336,000	6,500,000	6,250,000	850,000
State Loan	3,972,170	3,972,170	0	0	0	0	0	0	0	0	0	0
Transfer Tax	26,002,606	5,002,606	3,000,000	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	1,487,031	567,031	0	0	385,000	385,000	150,000	0	0	0	0	0
Excise Tax - Roads	1,747,620	487,620	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	110,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Excise Tax - Non-Residential	854,473	354,473	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
APFO Fees - Roads	405,644	405,644	0	0	0	0	0	0	0	0	0	0
Capital Reserve - General	35,096,000	1,122,000	6,500,000	3,084,000	7,392,000	5,348,000	3,260,000	1,781,000	1,890,000	2,777,000	1,942,000	0
Capital Reserve - Transfer Tax	5,795,000	500,000	0	915,000	1,380,000	1,000,000	0	2,000,000	0	0	0	0
Capital Reserve - Excise Tax - Schools	1,770,000	0	0	0	770,000	1,000,000	0	0	0	0	0	0
Capital Reserve - Excise Tax - Non-Residential	5,797,812	272,812	0	1,525,000	1,000,000	3,000,000	0	0	0	0	0	0
Capital Reserve - Excise Tax - Non-Residential	1,000,000	0	0	0	0	1,000,000	0	0	0	0	0	0
Federal Grant	77,423,034	27,440,034	9,502,000	5,464,000	18,091,000	2,619,000	1,224,000	1,106,000	4,730,000	834,000	3,605,000	2,808,000
State Grant	192,983,437	20,685,437	12,722,000	23,800,000	19,814,000	29,622,000	15,975,000	10,531,000	10,987,000	12,042,000	15,991,000	20,814,000
Contributions	7,868,215	1,122,215	1,045,000	431,000	250,000	0	1,700,000	0	0	0	305,000	3,015,000
TOTAL	**702,155,184**	**139,553,184**	**56,004,000**	**68,772,000**	**80,339,000**	**69,225,000**	**47,106,000**	**40,092,000**	**49,378,000**	**46,672,000**	**52,698,000**	**52,316,000**

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: FY24 Highway Budget

PRESENTATION DATE: April 04, 2023

PRESENTATION BY: Andrew Eshleman, Director of Public Works; Zane Rowe, Deputy Director of Highway

RECOMMENDED MOTION(S): For informational purposes

REPORT-IN-BRIEF: The Washington County Highway Department is responsible for the maintenance of the County's Road system; this includes but is not limited to patching, resurfacing, stabilization of dirt roads, keeping ditch lines clear of debris, mowing along County right of ways, mowing storm water management ponds, snow and ice removal, line striping, signal maintenance and signing of County Roads both regulatory and directional. Our fleet department also provides maintenance service for County owned vehicles.

DISCUSSION: The Highway budget increased over FY23 by $1,272,680 or 10.81%. The increase is mainly the result of the 2.5% step and 1% COLA, the mid-year increase of 9.5% and an increase in costs for road maintenance and fuel.

The General Fund contribution to Highway has increased by $810,990 to account for the wage increase.

FISCAL IMPACT: $ 13,042,150

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: FY24 Highway Budget

AUDIO/VISUAL TO BE USED: N/A

Washington County, Maryland
Highway Fund Operating Budget
Detailed Summary
Fiscal Year 2024

Page	Category by Function	FY 2024 Requested Budget	Adjustment	FY 2024 Proposed Budget	$ Change	Note	% Change	Budget FY 2023
	Revenues:							
13-2	Highway User Revenues	**2,527,810**	**0**	**2,527,810**	**521,690**	**1**	**26.00%**	**2,006,120**
1	**Highway User Revenues:** - Estimate by the State.							
	Reimbursed Expenses:							
13-2	Projects	30,000		30,000	0		0.00%	30,000
13-2	Street Lighting	37,000		37,000	0		0.00%	37,000
13-2	Fuel	249,000		249,000	(13,000)		-4.96%	262,000
13-2	Guardrails	5,000		5,000	0		0.00%	5,000
13-2	Auto Repair	30,000		30,000	(3,500)		-10.45%	33,500
		351,000	**0**	**351,000**	**(16,500)**	**2**	**-4.49%**	**367,500**
2	**Reimbursed Expenses:** - Decrease in Fuel and Auto repair based on prior years.							
	Other Revenues:							
13-2	Recycling Revenues	4,000		4,000	0		0.00%	4,000
13-2	Miscellaneous	30,000		30,000	0		0.00%	30,000
13-2	Gain or Loss on Sale of Asset	33,000		33,000	(43,500)		-56.86%	76,500
13-2	General Fund Appropriation	10,096,340		10,096,340	810,990	**3**	8.73%	9,285,350
		10,163,340	**0**	**10,163,340**	**767,490**		**8.17%**	**9,395,850**
3	**General Fund Appropriation:** - Increased due to salary COLA's and step increase.							
	Total Revenues	**13,042,150**	**0**	**13,042,150**	**1,272,680**		**10.81%**	**11,769,470**
13-5	General Operations	1,568,630	780	1,569,410	282,390		21.94%	1,287,020
13-15	Road Maintenance	6,550,920		6,550,920	684,450		11.67%	5,866,470
13-17	Snow Removal	1,288,040		1,288,040	(41,380)		-3.11%	1,329,420
13-20	Storm Damage	14,020	(780)	13,240	(1,860)		-12.32%	15,100
13-22	Traffic Control	711,710		711,710	48,970		7.39%	662,740
13-24	Fleet Management	2,908,830		2,908,830	300,110		11.50%	2,608,720
	Total Expenses	**13,042,150**	**0**	**13,042,150**	**1,272,680**	**4**	**10.81%**	**11,769,470**
4	**Total Expenses:** - Increased due to Salary COLA's and step plus an increase is costs for road maintenance and fuel.							
	Category Summary:							
	Salaries and Benefits	8,664,670	0	8,664,670	872,770		11.20%	7,791,900
	Operating	4,308,180	0	4,308,180	330,610		8.31%	3,977,570
	Capital Outlay	69,300	0	69,300	69,300		100.00%	0
		13,042,150	0	13,042,150	1,272,680		10.81%	11,769,470

Washington County, Maryland
Highway Fund Revenues
FY24

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
404420 - Interest, Penalties & Fees	0	0	0	0	0.00%	0	94	196
420100 - Recycling Revenues	4,000	0	4,000	0	0.00%	4,000	3,043	2,197
490000 - Miscellaneous	30,000	0	30,000	0	0.00%	30,000	506	17,045
490005 - Insurance Recovery	0	0	0	0	0.00%	0	2,110	1,600
490010 - Gain or Loss on Sale of Asset	33,000	0	33,000	(43,500)	(56.86)%	76,500	83,182	40,805
490045 - Oper Transfer - General Fund	10,096,340	0	10,096,340	810,990	8.73%	9,285,350	9,138,300	9,326,620
496200 - Highway User Revenues	2,527,810	0	2,527,810	521,690	26.00%	2,006,120	2,110,173	1,956,097
499400 - Projects	30,000	0	30,000	0	0.00%	30,000	21,859	36,898
499410 - Street Lighting	37,000	0	37,000	0	0.00%	37,000	29,142	29,955
499420 - Fuel	249,000	0	249,000	(13,000)	(4.96)%	262,000	264,118	145,282
499430 - Guardrails	5,000	0	5,000	0	0.00%	5,000	0	0
499470 - Auto Repair	30,000	0	30,000	(3,500)	(10.45)%	33,500	22,245	22,537
Revenues	**13,042,150**	**0**	**13,042,150**	**1,272,680**	**10.81%**	**11,769,470**	**11,674,772**	**11,579,232**

Washington County, Maryland
Highway Fund
Department 00000 - Default Department
FY24 Revenues

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
420100 - Recycling Revenues	4,000	4,000		
490000 - Miscellaneous	30,000	30,000		
490010 - Gain or Loss on Sale of Asset	33,000	33,000	Anticipated sale of 2 dump trucks, 2 pickup trucks and 2 mowers.	
490045 - Oper Transfer - General Fund	10,096,340	10,096,340	Increased to cover wage increases plus an updated salary scale.	
496200 - Highway User Revenues	2,527,810	2,527,810	Based on estimates from the State of Maryland.	
499400 - Projects	30,000	30,000		
499410 - Street Lighting	37,000	37,000		
499420 - Fuel	249,000	249,000	28,268 gallons Diesel @ $2.6885/gal = $75,999. 61,893 gallons Gas @ $2.7951/gal = $172,997.	
499430 - Guardrails	5,000	5,000		
499470 - Auto Repair	30,000	30,000	Decreased based on prior year actuals.	

Washington County, Maryland
Highway Fund Expenditures - Proposed
FY24

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
20010 - General Operations	1,568,630	780	1,569,410	282,390	21.94%	1,287,020	1,304,252	1,280,145
20020 - Road Maintenance	6,550,920	0	6,550,920	684,450	11.67%	5,866,470	5,698,648	5,284,928
20030 - Snow Removal	1,288,040	0	1,288,040	(41,380)	(3.11)%	1,329,420	761,509	1,554,994
20040 - Storm Damage	14,020	(780)	13,240	(1,860)	(12.32)%	15,100	7,793	35,837
20050 - Traffic Control	711,710	0	711,710	48,970	7.39%	662,740	621,729	570,077
20060 - Fleet Management	2,908,830	0	2,908,830	300,110	11.50%	2,608,720	2,160,820	1,997,135
Total Expenditures	**13,042,150**	**0**	**13,042,150**	**1,272,680**	**10.81%**	**11,769,470**	**10,554,751**	**10,723,116**

Washington County, Maryland
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	275,220	0	275,220	23,850	9.49%	251,370	238,300	222,433
500010 - Wages - Overtime	230	0	230	(40)	(14.81)%	270	172	78
500040 - Other Wages	1,350	0	1,350	(270)	(16.67)%	1,620	1,515	1,620
500100 - FICA - Employer	21,180	0	21,180	1,800	9.29%	19,380	17,775	16,589
500120 - Health Insurance	80,690	0	80,690	6,310	8.48%	74,380	51,768	50,744
500125 - Other Insurance	1,790	0	1,790	280	18.54%	1,510	1,476	1,395
500130 - Pension	71,560	0	71,560	6,200	9.49%	65,360	65,526	66,577
500140 - Workers Compensation	620	0	620	100	19.23%	520	528	493
500150 - Unemployment Compensation	0	0	0	0	0.00%	0	6,600	6,210
500155 - Personnel Requests	197,650	0	197,650	197,650	100.00%	0	0	0
500160 - Other Post Employment Benefits	40,510	0	40,510	9,030	28.68%	31,480	0	0
500161 - Wage Reserve	(106,060)	0	(106,060)	(6,060)	6.06%	(100,000)	0	0
500170 - Personal Development	10,680	0	10,680	0	0.00%	10,680	0	1,200
500171 - Employee Recognition	7,980	0	7,980	0	0.00%	7,980	3,467	3,529
500172 - Team Building	2,230	0	2,230	0	0.00%	2,230	0	1,337
Wages and Benefits	**605,630**	**0**	**605,630**	**238,850**	**65.12%**	**366,780**	**387,127**	**372,205**
502000 - Appropriations	500,000	0	500,000	0	0.00%	500,000	500,000	500,000
505010 - Advertising	500	0	500	(1,000)	(66.67)%	1,500	312	42
505050 - Dues & Subscriptions	1,500	0	1,500	0	0.00%	1,500	1,292	2,307
505080 - Freight & Cartage	8,000	0	8,000	(2,000)	(20.00)%	10,000	6,593	7,130
505120 - Licenses & Certifications	30,600	0	30,600	28,100	1,124.00%	2,500	2,850	1,235
505140 - Office Supplies	6,800	0	6,800	1,800	36.00%	5,000	7,980	6,243
505150 - Other - Miscellaneous	400	0	400	0	0.00%	400	316	1,658
505160 - Personal Mileage	1,000	0	1,000	0	0.00%	1,000	0	0
505180 - Printing Expenses	0	0	0	0	0.00%	0	0	30
505230 - Travel Expenses	3,000	780	3,780	1,680	80.00%	2,100	2,086	37
510010 - Fleet Insurance	113,810	0	113,810	(7,020)	(5.81)%	120,830	118,992	112,594
510020 - Property & Casualty Insurance	15,700	0	15,700	2,730	21.05%	12,970	11,678	9,440
510030 - Public & Gen Liability Insurance	43,630	0	43,630	2,880	7.07%	40,750	34,028	36,179
515000 - Contracted/Purchased Service	0	0	0	0	0.00%	0	22	0
515020 - Bldg Labor - Central	0	0	0	0	0.00%	0	1,128	1,350

Washington County, Maryland
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
515030 - Bldg Matl - Central	16,300	0	16,300	800	5.16%	15,500	15,758	16,686
515140 - Court Costs	0	0	0	0	0.00%	0	0	150
515270 - Maintenance Contract Services	98,300	0	98,300	5,100	5.47%	93,200	85,349	61,756
515280 - Medical Fees	400	0	400	0	0.00%	400	0	0
520000 - Training	0	0	0	0	0.00%	0	680	0
520010 - Certification Classes	1,100	0	1,100	100	10.00%	1,000	1,206	1,497
520040 - Seminars/Conventions	3,500	0	3,500	(2,500)	(41.67)%	6,000	1,825	1,077
520050 - Tuition Assistance	2,500	0	2,500	0	0.00%	2,500	867	1,843
525000 - Supplies/Material - Operating	31,600	0	31,600	1,600	5.33%	30,000	30,303	28,882
526020 - Building Maintenance	0	0	0	0	0.00%	0	4,870	0
527090 - Auto Repairs	0	0	0	0	0.00%	0	0	1,821
535000 - Rentals	0	0	0	0	0.00%	0	0	86
535010 - Copy Machine Rental	0	0	0	(5,000)	(100.00)%	5,000	4,054	3,948
535050 - Rental Payments	2,500	0	2,500	0	0.00%	2,500	1,637	1,722
535055 - Lease Payments	5,000	0	5,000	5,000	100.00%	0	1,521	1,321
540010 - Wireless Communication	14,500	0	14,500	0	0.00%	14,500	11,512	10,793
540020 - Telephone Expenses	0	0	0	0	0.00%	0	0	4,332
545010 - Electric	24,000	0	24,000	2,000	9.09%	22,000	23,220	21,645
545015 - Heating Oil	11,000	0	11,000	1,500	15.79%	9,500	6,367	10,992
545020 - Natural Gas	17,500	0	17,500	500	2.94%	17,000	15,343	16,583
545030 - Propane Gas	0	0	0	0	0.00%	0	0	71
545040 - Sewer	2,590	0	2,590	0	0.00%	2,590	9,555	4,461
545070 - Stormwater Fee	7,270	0	7,270	7,270	100.00%	0	0	0
Operating Expenses	**963,000**	**780**	**963,780**	**43,540**	**4.73%**	**920,240**	**901,344**	**867,911**
599999 - Controllable Assets	0	0	0	0	0.00%	0	15,782	23,219
600200 - Building & Improvements	0	0	0	0	0.00%	0	0	16,815
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**15,782**	**40,034**
Total	**1,568,630**	**780**	**1,569,410**	**282,390**	**21.94%**	**1,287,020**	**1,304,253**	**1,280,150**

Washington County, Maryland
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	275,220	275,220	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%. Wages are then allocated based on a three-year rolling average and adjusted for any known changes in trends.	
500010 - Wages - Overtime	230	230	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%. Wages are then allocated based on a three-year rolling average and adjusted for any known changes in trends.	
500040 - Other Wages	1,350	1,350	The Other Wages category includes amounts for sick pay bonus.	
500100 - FICA - Employer	21,180	21,180	Budget is based on total wages times 7.65%.	
500120 - Health Insurance	80,690	80,690	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.	

Washington County, Maryland
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500125 - Other Insurance	1,790	1,790	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 3.5%. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500130 - Pension	71,560	71,560	The budgeted amount for employer pension is based on full-time wages times 26%.	
500140 - Workers Compensation	620	620	Workers Compensation is based on projected employee wages times their assigned classification rates.	
500155 - Personnel Requests	197,650	197,650	Increase due to revised salary scale.	
500160 - Other Post Employment Benefits	40,510	40,510	Increased contribution to help offset reduced interest earnings due to market fluctuations.	
500161 - Wage Reserve	106,060	106,060	To budget for vacancy savings.	
500170 - Personal Development	10,680	10,680		
500171 - Employee Recognition	7,980	7,980		
500172 - Team Building	2,230	2,230		
502000 - Appropriations	500,000	500,000		
505010 - Advertising	500	500	Decreased based on prior year actuals.	

Washington County, Maryland
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
505050 - Dues & Subscriptions	1,500	1,500		
505080 - Freight & Cartage	8,000	8,000	Decreased based on prior year actuals.	
505120 - Licenses & Certifications	30,600	30,600	Was directed by the HR Dept. to increase this amount. It reflects the increase because of Federal law that requires people trying to obtain their CDL license to go through an accredited driving school. The County currently works in conjunction with HCC to help new employees acquire their license that are required for their jobs. The Highway Dept. currently has 12 job openings that could possibly require assistance in getting their CDL license. HR directed to budget for 17 slots at $1,800 per slot.	
505140 - Office Supplies	6,800	6,800	Added $1,800 to reflect FY22 and FY21 totals.	
505150 - Other - Miscellaneous	400	400		
505160 - Personal Mileage	1,000	1,000		
505230 - Travel Expenses	3,000	3,780	Increased to include additional supervisor attending the CEAM and MACO.	Adjusted budget to match support form total.

Washington County, Maryland
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
510010 - Fleet Insurance	113,810	113,810	There is an overall percentage increase of 3.21% 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 analyst projected cost of premiums based on industry trends and discussions with industry experts and current service providers	
510020 - Property & Casualty Insurance	15,700	15,700	There is an overall percentage increase of 3.21% 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
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
510030 - Public & Gen Liability Insurance	43,630	43,630	There is an overall percentage increase of 3.21% 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.	
515030 - Bldg Matl - Central	16,300	16,300	Adjusted 5.5% for inflation.	
515270 - Maintenance Contract Services	98,300	98,300	Adjusted 5.5% for inflation.	
515280 - Medical Fees	400	400		
520010 - Certification Classes	1,100	1,100	Adjusted 5.5% for inflation.	
520040 - Seminars/Conventions	3,500	3,500	Decrease based on prior year actuals.	
520050 - Tuition Assistance	2,500	2,500		
525000 - Supplies/Material - Operating	31,600	31,600	Adjusted 5.5% for inflation.	
535010 - Copy Machine Rental	0	0	Moved to Lease Payments (535055).	
535050 - Rental Payments	2,500	2,500		
535055 - Lease Payments	5,000	5,000	Moved from copy machine rental (535010).	
540010 - Wireless Communication	14,500	14,500		

Washington County, Maryland
Highway Fund
Department 20010 - General Operations
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
545010 - Electric	24,000	24,000	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	
545015 - Heating Oil	11,000	11,000	The Heating Oil budget is based on four prior year actuals, forecasted rate changes, and other known circumstances	
545020 - Natural Gas	17,500	17,500	The natural gas budgets were based on four prior years actuals and forecasted rate changes	
545040 - Sewer	2,590	2,590		
545070 - Stormwater Fee	7,270	7,270	Fee that is billed by the City of Hagerstown.	

Washington County, Maryland
Travel Request
FY 2024

Department Number: 20010

Department Name: Highway

Account Number: **505230**

Account Description: **Travel Expenses**

Position Title Only (do not use individual names)	Destination	Date(s) of Travel	Total Cost Dept. Request	Description and/or Reason for Travel Request
Deputy Director Public Works/Highway	TBD	TBD	$800	CEAM
Supervisor of Operations	TBD	TBD	$1,950	CEAM and MACO
Traffic/Safety Supervisor	TBD	TBD	$1,030	CEAM

Total **$3,780**

- 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
Summary of Installment and/or Lease Purchases
FY 2024

Department Number: 20010

Department Name: HIGHWAY

Account Description: Lease 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
E	Toshiba Copier	2	N/A	5	2024	$2,640	$13,200	N/A	Annual & Total amounts are accounting for 2 copiers Front office and Fleet offices @ $1,320 each
E	Pitney Bowes	1	N/A	5	2025	$2,360	$2,392	N/A	Postage Machine
	Total	**3**	**$0**			**$5,000**	**$15,592**		

Agree to Budget

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

Washington County, Maryland
Highway Fund
Department 20020 - Road Maintenance
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	3,435,790	0	3,435,790	340,770	11.01%	3,095,020	2,931,620	2,703,964
500005 - Wages - Part Time	132,320	0	132,320	15,560	13.33%	116,760	107,271	76,760
500010 - Wages - Overtime	100,650	0	100,650	42,430	72.88%	58,220	74,959	71,984
500040 - Other Wages	3,600	0	3,600	(1,350)	(27.27)%	4,950	6,225	3,490
500100 - FICA - Employer	280,940	0	280,940	30,400	12.13%	250,540	228,687	208,721
500120 - Health Insurance	1,007,350	0	1,007,350	91,570	10.00%	915,780	931,154	878,318
500125 - Other Insurance	22,320	0	22,320	3,780	20.39%	18,540	18,504	16,714
500130 - Pension	893,310	0	893,310	88,600	11.01%	804,710	805,416	784,185
500140 - Workers Compensation	224,460	0	224,460	38,270	20.55%	186,190	193,242	178,892
Wages and Benefits	**6,100,740**	**0**	**6,100,740**	**650,030**	**11.93%**	**5,450,710**	**5,297,078**	**4,923,028**
515000 - Contracted/Purchased Service	75,000	0	75,000	25,000	50.00%	50,000	84,818	50,406
515030 - Bldg Matl - Central	0	0	0	0	0.00%	0	0	471
515350 - Accident Repairs	0	0	0	0	0.00%	0	958	141
520030 - Food Comp	0	0	0	0	0.00%	0	1,147	407
525000 - Supplies/Material - Operating	332,000	0	332,000	17,000	5.40%	315,000	272,086	277,130
525020 - Janitorial Supplies	0	0	0	0	0.00%	0	0	28
525030 - Medical Supplies	0	0	0	0	0.00%	0	0	24
525040 - Small Tools & Equipment	0	0	0	0	0.00%	0	372	582
535020 - Equipment Rental	5,000	0	5,000	(10,000)	(66.67)%	15,000	2,598	803
545030 - Propane Gas	1,180	0	1,180	420	55.26%	760	1,056	692
545050 - Waste/Trash Disposal	37,000	0	37,000	2,000	5.71%	35,000	37,470	31,050
Operating Expenses	**450,180**	**0**	**450,180**	**34,420**	**8.28%**	**415,760**	**400,505**	**361,734**
599999 - Controllable Assets	0	0	0	0	0.00%	0	1,065	166
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**1,065**	**166**
Total	**6,550,920**	**0**	**6,550,920**	**684,450**	**11.67%**	**5,866,470**	**5,698,648**	**5,284,928**

Washington County, Maryland
Highway Fund
Department 20020 - Road Maintenance
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	3,435,790	3,435,790		
500005 - Wages - Part Time	132,320	132,320		
500010 - Wages - Overtime	100,650	100,650		
500040 - Other Wages	3,600	3,600		
500100 - FICA - Employer	280,940	280,940		
500120 - Health Insurance	1,007,350	1,007,350		
500125 - Other Insurance	22,320	22,320		
500130 - Pension	893,310	893,310		
500140 - Workers Compensation	224,460	224,460		
515000 - Contracted/Purchased Service	75,000	75,000	Added $25,000 using FY22 and FY23 totals. Additional money needed for tree removal along county R/W using contracted service.	
525000 - Supplies/Material - Operating	332,000	332,000	Adjusted 5.5% for inflation	
535020 - Equipment Rental	5,000	5,000	Decrease due to prior year history.	
545030 - Propane Gas	1,180	1,180	The propane budgets were based on four prior years actual and forecasted rate changes.	
545050 - Waste/Trash Disposal	37,000	37,000	Adjusted 5.5% for inflation.	

Washington County, Maryland
Highway Fund
Department 20030 - Snow Removal
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	60,480	0	60,480	(39,450)	(39.48)%	99,930	17,137	112,216
500005 - Wages - Part Time	0	0	0	0	0.00%	0	322	0
500010 - Wages - Overtime	173,600	0	173,600	(14,140)	(7.53)%	187,740	73,359	194,880
500040 - Other Wages	0	0	0	0	0.00%	0	5,979	672
500100 - FICA - Employer	17,910	0	17,910	(4,100)	(18.63)%	22,010	7,189	22,975
500120 - Health Insurance	17,730	0	17,730	(11,840)	(40.04)%	29,570	21,987	60,470
500125 - Other Insurance	390	0	390	(210)	(35.00)%	600	423	1,132
500130 - Pension	15,720	0	15,720	(10,260)	(39.49)%	25,980	18,569	52,961
500140 - Workers Compensation	6,110	0	6,110	(11,980)	(66.22)%	18,090	5,254	17,379
Wages and Benefits	**291,940**	**0**	**291,940**	**(91,980)**	**(23.96)%**	**383,920**	**150,219**	**462,685**
515000 - Contracted/Purchased Service	158,000	0	158,000	8,000	5.33%	150,000	127,223	302,944
515180 - Software	2,600	0	2,600	0	0.00%	2,600	0	0
520030 - Food Comp	10,000	0	10,000	0	0.00%	10,000	9,102	24,124
525000 - Supplies/Material - Operating	32,000	0	32,000	1,600	5.26%	30,400	47,934	28,154
545000 - Utilities	0	0	0	0	0.00%	0	0	114
586025 - Salt - Supplies	791,000	0	791,000	41,000	5.47%	750,000	425,089	715,238
586030 - Anti-skid Supplies	2,500	0	2,500	0	0.00%	2,500	1,942	21,736
Operating Expenses	**996,100**	**0**	**996,100**	**50,600**	**5.35%**	**945,500**	**611,290**	**1,092,310**
Total	**1,288,040**	**0**	**1,288,040**	**(41,380)**	**(3.11)%**	**1,329,420**	**761,509**	**1,554,995**

Washington County, Maryland
Highway Fund
Department 20030 - Snow Removal
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	60,480	60,480		
500010 - Wages - Overtime	173,600	173,600		
500100 - FICA - Employer	17,910	17,910		
500120 - Health Insurance	17,730	17,730		
500125 - Other Insurance	390	390		
500130 - Pension	15,720	15,720		
500140 - Workers Compensation	6,110	6,110		
515000 - Contracted/Purchased Service	158,000	158,000	Adjusted 5.5%for inflation.	
515180 - Software	2,600	2,600		
520030 - Food Comp	10,000	10,000		
525000 - Supplies/Material - Operating	32,000	32,000	Adjusted 5.5% for inflation.	
586025 - Salt - Supplies	791,000	791,000	Adjusted 5.5% for inflation.	
586030 - Anti-skid Supplies	2,500	2,500		

Washington County, Maryland
Account 515180
Software
FY 2024

Department Number: 20030

Department Name: Highway Snow Removal

Account Number: 515180

Account Description: Software

Descriptions	FY23 Board Approval	Total Cost FY24 Dept. Request	New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
AccuWeather Professional IT1863	2,600	2,600	N	Y	12 month maintenance agreement & software updates.
Total	**$2,600**	**$2,600**			

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

Washington County, Maryland
Highway Fund
Department 20040 - Storm Damage
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	860	0	860	860	100.00%	0	2,141	0
500010 - Wages - Overtime	3,090	0	3,090	(2,380)	(43.51)%	5,470	2,078	3,381
500100 - FICA - Employer	310	0	310	(110)	(26.19)%	420	312	248
500120 - Health Insurance	250	0	250	250	100.00%	0	1,276	969
500125 - Other Insurance	10	0	10	10	100.00%	0	24	18
500130 - Pension	220	0	220	220	100.00%	0	1,041	867
500140 - Workers Compensation	280	0	280	70	33.33%	210	236	198
Wages and Benefits	**5,020**	**0**	**5,020**	**(1,080)**	**(17.70)%**	**6,100**	**7,108**	**5,681**
515000 - Contracted/Purchased Service	6,000	0	6,000	0	0.00%	6,000	0	0
520030 - Food Comp	0	0	0	0	0.00%	0	685	148
525000 - Supplies/Material - Operating	3,000	(780)	2,220	(780)	(26.00)%	3,000	0	1,706
527090 - Auto Repairs	0	0	0	0	0.00%	0	0	1,510
535020 - Equipment Rental	0	0	0	0	0.00%	0	0	26,790
Operating Expenses	**9,000**	**(780)**	**8,220**	**(780)**	**(8.67)%**	**9,000**	**685**	**30,154**
Total	**14,020**	**(780)**	**13,240**	**(1,860)**	**(12.32)%**	**15,100**	**7,793**	**35,835**

Washington County, Maryland
Highway Fund
Department 20040 - Storm Damage
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	860	860		
500010 - Wages - Overtime	3,090	3,090		
500100 - FICA - Employer	310	310		
500120 - Health Insurance	250	250		
500125 - Other Insurance	10	10		
500130 - Pension	220	220		
500140 - Workers Compensation	280	280		
515000 - Contracted/Purchased Service	6,000	6,000		
525000 - Supplies/Material - Operating	3,000	2,220		Decreased based on prior year history.

Washington County, Maryland
Highway Fund
Department 20050 - Traffic Control
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	242,330	0	242,330	16,220	7.17%	226,110	197,035	186,955
500010 - Wages - Overtime	15,500	0	15,500	2,870	22.72%	12,630	10,586	10,554
500040 - Other Wages	0	0	0	(270)	(100.00)%	270	560	969
500100 - FICA - Employer	19,730	0	19,730	1,440	7.87%	18,290	15,123	14,562
500120 - Health Insurance	71,050	0	71,050	4,150	6.20%	66,900	72,507	78,552
500125 - Other Insurance	1,570	0	1,570	220	16.30%	1,350	1,240	1,170
500130 - Pension	63,010	0	63,010	4,220	7.18%	58,790	53,913	54,964
500140 - Workers Compensation	16,120	0	16,120	2,120	15.14%	14,000	13,873	13,442
Wages and Benefits	**429,310**	**0**	**429,310**	**30,970**	**7.77%**	**398,340**	**364,837**	**361,168**
505120 - Licenses & Certifications	0	0	0	0	0.00%	0	64	0
515000 - Contracted/Purchased Service	169,000	0	169,000	14,000	9.03%	155,000	146,107	101,961
520030 - Food Comp	400	0	400	0	0.00%	400	19	9
525000 - Supplies/Material - Operating	45,000	0	45,000	0	0.00%	45,000	43,799	46,023
525010 - Billing Supplies	0	0	0	0	0.00%	0	0	46
545010 - Electric	68,000	0	68,000	4,000	6.25%	64,000	66,891	60,870
545030 - Propane Gas	0	0	0	0	0.00%	0	12	0
Operating Expenses	**282,400**	**0**	**282,400**	**18,000**	**6.81%**	**264,400**	**256,892**	**208,909**
Total	**711,710**	**0**	**711,710**	**48,970**	**7.39%**	**662,740**	**621,729**	**570,077**

Washington County, Maryland
Highway Fund
Department 20050 - Traffic Control
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	242,330	242,330		
500010 - Wages - Overtime	15,500	15,500		
500100 - FICA - Employer	19,730	19,730		
500120 - Health Insurance	71,050	71,050		
500125 - Other Insurance	1,570	1,570		
500130 - Pension	63,010	63,010		
500140 - Workers Compensation	16,120	16,120		
515000 - Contracted/Purchased Service	169,000	169,000	Increase due to line stripping going from .07 per foot FY23 price to .12 per foot FY 24 price as well as additional roads added.	
520030 - Food Comp	400	400		
525000 - Supplies/Material - Operating	45,000	45,000		
545010 - Electric	68,000	68,000	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.	

Washington County, Maryland
Highway Fund
Department 20060 - Fleet Management
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	738,350	0	738,350	52,690	7.68%	685,660	610,424	565,385
500010 - Wages - Overtime	10,310	0	10,310	6,940	205.93%	3,370	7,956	10,331
500040 - Other Wages	1,170	0	1,170	(450)	(27.78)%	1,620	1,543	1,530
500100 - FICA - Employer	57,370	0	57,370	4,530	8.57%	52,840	45,806	42,656
500120 - Health Insurance	216,480	0	216,480	13,600	6.70%	202,880	170,854	156,457
500125 - Other Insurance	4,800	0	4,800	690	16.79%	4,110	3,640	3,295
500130 - Pension	191,970	0	191,970	13,700	7.68%	178,270	160,365	159,016
500140 - Workers Compensation	11,580	0	11,580	1,910	19.75%	9,670	9,962	9,284
Wages and Benefits	**1,232,030**	**0**	**1,232,030**	**93,610**	**8.22%**	**1,138,420**	**1,010,550**	**947,954**
505050 - Dues & Subscriptions	0	0	0	0	0.00%	0	0	430
505080 - Freight & Cartage	0	0	0	0	0.00%	0	428	25
505140 - Office Supplies	0	0	0	0	0.00%	0	0	11
505150 - Other - Miscellaneous	20,000	0	20,000	1,000	5.26%	19,000	21,961	23,163
515030 - Bldg Matl - Central	0	0	0	0	0.00%	0	0	240
515150 - Drop-Off	0	0	0	0	0.00%	0	0	246
515180 - Software	17,800	0	17,800	(700)	(3.78)%	18,500	17,448	12,793
515270 - Maintenance Contract Services	53,300	0	53,300	2,700	5.34%	50,600	56,389	93,715
520030 - Food Comp	1,000	0	1,000	0	0.00%	1,000	0	0
525000 - Supplies/Material - Operating	0	0	0	0	0.00%	0	2,900	271
525040 - Small Tools & Equipment	11,000	0	11,000	1,000	10.00%	10,000	8,747	12,631
525060 - Supplies - Home Detention	0	0	0	0	0.00%	0	0	150
526000 - Supplies/Material - Maintenance	0	0	0	0	0.00%	0	1,175	0
526040 - Equipment Maintenance	0	0	0	0	0.00%	0	0	375
527000 - Supplies - Automotive	0	0	0	0	0.00%	0	0	97
527010 - Anti-Freeze	5,000	0	5,000	0	0.00%	5,000	1,005	3,130
527020 - Auto Batteries	10,000	0	10,000	0	0.00%	10,000	5,078	11,405
527030 - Diesel Fuel	375,000	0	375,000	80,000	27.12%	295,000	242,990	139,922
527040 - Diesel Fuel Tax	38,000	0	38,000	0	0.00%	38,000	18,501	23,512
527050 - Auto Fluids	0	0	0	0	0.00%	0	729	0
527060 - Auto Gasoline	272,400	0	272,400	30,400	12.56%	242,000	258,846	137,193
527070 - Auto Grease	3,000	0	3,000	500	20.00%	2,500	1,339	5,395
527080 - Auto Motor Oil	25,000	0	25,000	0	0.00%	25,000	20,979	15,945

Washington County, Maryland
Highway Fund
Department 20060 - Fleet Management
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
527090 - Auto Repairs	316,500	0	316,500	16,500	5.50%	300,000	279,901	239,873
527100 - Auto Tires	68,600	0	68,600	3,600	5.54%	65,000	56,384	14,139
535055 - Lease Payments	336,000	0	336,000	300	0.09%	335,700	98,234	246,284
535060 - Uniforms	35,000	0	35,000	0	0.00%	35,000	29,313	30,671
586010 - Body Shop Material	8,400	0	8,400	400	5.00%	8,000	8,114	7,970
586040 - Welding Shop Material	11,500	0	11,500	1,500	15.00%	10,000	12,087	11,126
Operating Expenses	**1,607,500**	**0**	**1,607,500**	**137,200**	**9.33%**	**1,470,300**	**1,142,548**	**1,030,712**
599999 - Controllable Assets	0	0	0	0	0.00%	0	7,722	438
600400 - Machinery & Equipment	69,300	0	69,300	69,300	100.00%	0	0	18,032
Capital Outlay	**69,300**	**0**	**69,300**	**69,300**	**100.00%**	**0**	**7,722**	**18,470**
Total	**2,908,830**	**0**	**2,908,830**	**300,110**	**11.50%**	**2,608,720**	**2,160,820**	**1,997,136**

Washington County, Maryland
Highway Fund
Department 20060 - Fleet Management
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	738,350	738,350		
500010 - Wages - Overtime	10,310	10,310		
500040 - Other Wages	1,170	1,170		
500100 - FICA - Employer	57,370	57,370		
500120 - Health Insurance	216,480	216,480		
500125 - Other Insurance	4,800	4,800		
500130 - Pension	191,970	191,970		
500140 - Workers Compensation	11,580	11,580		
505150 - Other - Miscellaneous	20,000	20,000	Adjusted 5.5% for inflation	
515180 - Software	17,800	17,800	Decrease due to EKOS software including a one-time startup fee.	
515270 - Maintenance Contract Services	53,300	53,300	Adjusted 5.5% for inflation	
520030 - Food Comp	1,000	1,000		
525040 - Small Tools & Equipment	11,000	11,000	Adjusted 5.5% for inflation	
527010 - Anti-Freeze	5,000	5,000		
527020 - Auto Batteries	10,000	10,000		

Washington County, Maryland
Highway Fund
Department 20060 - Fleet Management
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
527030 - Diesel Fuel	375,000	375,000	Estimated budget is 100,000 gallons X $3.75 =$375,000.00, (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	38,000	38,000	Diesel tax Highway at 0.4345 per gallon	
527060 - Auto Gasoline	272,400	272,400	Projected budget is 90,800 gallons X $3.00 = $272,400.00 (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.	
527070 - Auto Grease	3,000	3,000	Added $500 for inflation	
527080 - Auto Motor Oil	25,000	25,000		
527090 - Auto Repairs	316,500	316,500	Adjusted 5.5% for inflation.	
527100 - Auto Tires	68,600	68,600	Adjusted 5.5% for inflation	
535055 - Lease Payments	336,000	336,000		
535060 - Uniforms	35,000	35,000		
586010 - Body Shop Material	8,400	8,400	Adjusted 5.5% for inflation.	
586040 - Welding Shop Material	11,500	11,500	Added $1,500 using FY21 and FY22 totals.	

Washington County, Maryland
Highway Fund
Department 20060 - Fleet Management
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
600400 - Machinery & Equipment	69,300	69,300	A/C Reclaim Machine for auto maintenance, (2) Cyclone PTO Blowers for road side drainage ditch maintenance, (2) Boss Snowraters for 6.3 miles of sidewalk snow removal and (2) Tough Cut mower decks for storm water pond maintenance mowing.	

Washington County, Maryland
Account 515180
Software
FY 2024

Department Number: 20060

Department Name: **Highway Fleet Management**

Account Number: 515180

Account Description: Software

Descriptions	FY23 Board Approval	Total Cost FY24 Dept. Request	New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
Ron Turley Associated Inc. IT1864	8,340	9,210	N	Y	12 month maintenance agreement and software updates.
Identifix IT2006	1,430	1,430	N	Y	12 month contract and two hotline vehicles per month.
Shopkey Automobile IT1859	1,730	1,770	N	Y	12 month subscription for light truck and auto repair data.
Gasboy IT2163 EKOS	3,840	850	N	Y	12 month maintenance agreement and software updates.
Mack Volvo Fleet IT2236	200	700	N	Y	12 month maintenance agreement and software updates.
Gasboy Tech Support (four sites)	2,960	3,840	N	Y	12 month maintenance agreement and software updates.
Total	**$18,500**	**$17,800**			

- 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 2024

Department Number: 20060

Department Name: HIGHWAY FLEET MANAGEMENT

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
E	Telescopic Aerial Device ie. Bucket Truck	3	100,622	6	2027	$57,100	$342,516	4.375	
E	Backhoe	6	438,013	5	2027	$91,100	$455,424	1.97	
E	Rubber Tire Wheel Loader	6	550182	5	2027	$114,500	$572,052	1.97	
E	Mini Hudraulic Excavator	2	344770	5	2026	$73,300	$356,663	2.99	
	Total	**17**	**$1,433,587**			**$336,000**	**$1,726,655**		

Agree to Budget

N New Installment Purchase
E Existing Installment Purchase

Washington County, Maryland
Capital Outlay Request
FY 2024

Department Number: 20060 **Department Name: HIGHWAY**

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	A/C Reclaim Machine	1	16,000	16,000	R	Old one obsolete (1999) due to new refridgerant
2	Cyclone PTO	2	6,900	13,800	N	Blowers needed to clean roadside ditches of leaves and debris for road safety due to drainage issues
3	Mower Decks	2	5,719	11,500	R	To replace older used decks that are not capable of mowing denser higher grass
4	Boss Snowrater	2	14,000	28,000	N	To clean/clear 33,695 feet of County Sidewalks for Safety
			Total	**$69,300**		

* 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.

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: FY24 Golf Course Budget

PRESENTATION DATE: April 04, 2023

PRESENTATION BY: Ryan Crabtree, Golf Course Manager; Andrew Eshleman, Director of Public Works

RECOMMENDED MOTION(S): For informational purposes

REPORT-IN-BRIEF: Black Rock Golf Course provides 18 holes of quality golf for the residents of Washington County and surrounding areas. There are three departments within the Black Rock organization being overseen by a Board of Directors consisting of seven members. Policies and procedures are set by this committee and implemented by the Manager and the Golf Course Superintendent.

DISCUSSION: The Golf Course budget increased over FY23 by $170,600 or 14.38%. The increase is mainly the result of the mid-year 9.5% wage increase, proposed step and COLA as well as increased building maintenance and cost of chemicals.

The General Fund contribution to the Golf Course increased by $113,980 due to rising salaries and increased operating costs.

FISCAL IMPACT: $1,356,720

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: FY24 Golf Course Budget

AUDIO/VISUAL TO BE USED: N/A

Washington County, Maryland
Golf Course Fund Operating Budget
Detailed Summary
Fiscal Year 2024

Page	Category	FY 2024 Requested Budget	Adjustment	FY 2024 Proposed Budget	$ Change	Note	% Change	Original Budget FY 2023
	Golfing Revenues:							
28-3	Golfing Fees	**769,740**		**769,740**	**38,450**	**1**	**5.26%**	**731,290**
1	**Golfing Revenues:** - The golfing fee revenue budget is determined by expected number of rounds times the fees charged. Budgeted rounds have decreased for FY24, but prices have increased resulting in increased revenues from FY23. This budget reflects a conservative approach assuming actual rounds played for FY2024 will begin to decline with the potential slowing of the economy. A detail of the revenue is included in the budget packet.							
	Pro-Shop Revenues:							
28-3	Pro-Shop Sales	**65,000**		**65,000**	**10,000**	**2**	**18.18%**	**55,000**
2	**Pro-Shop Revenues:** - The Pro-Shop revenue budget is based on current and prior year actuals. Sales have continued to increase over the past few years.							
	Restaurant Revenues:							
28-3	Food Sales	0		0	(7,000)		-100.00%	7,000
28-3	Soft Drink Sales	14,000		14,000	6,000		75.00%	8,000
28-3	Beer & Wine Sales	45,000		45,000	0		0.00%	45,000
28-3	Misc Restaurant Sales	5,000		5,000	2,500		100.00%	2,500
		64,000	**0**	**64,000**	**1,500**	**3**	**2.40%**	**62,500**
3	**Restaurant Revenues:** - The budget increased slightly based on current and prior year actuals. The possibility of leasing the restaurant space out to a third party is being explored.							
	Miscellaneous Revenues:							
28-3	General Fund Appropriation	428,610	5,080	433,690	113,980		35.65%	319,710
28-3	Fund Balance Reserve	0	5,920	5,920	5,920		100.00%	0
28-3	Fuel	1,700		1,700	0		0.00%	1,700
28-3	Other	16,670		16,670	750		4.71%	15,920
		446,980	**11,000**	**457,980**	**120,650**	**4**	**35.77%**	**337,330**
4	**Miscellaneous Revenues:** - The request from the General Fund has Increased primarily due to rising salaries and increased operating costs. Fund balance reserve is being used to account for additional costs of sales originally excluded from the requested budget, and the other increase is a budget for antiicpated pavilion rentals.							
	Total Revenues	**1,345,720**	**11,000**	**1,356,720**	**170,600**		**14.38%**	**1,186,120**

Washington County, Maryland
Golf Course Fund Operating Budget
Detailed Summary
Fiscal Year 2024

Page	Category	FY 2024 Requested Budget	Adjustment	FY 2024 Proposed Budget	$ Change	Note	% Change	Original Budget FY 2023
	Golfing Expenses:							
28-10	General Operations	74,070		74,070	27,420	5	58.78%	46,650
28-15	Club House Operations	350,850	11,000	361,850	57,640	6	18.95%	304,210
28-20	Course Maintenance	844,990		844,990	81,510	7	10.68%	763,480
28-25	Restaurant Operations	75,810		75,810	4,030	8	5.61%	71,780
	Total Expenses	**1,345,720**	**11,000**	**1,356,720**	**170,600**	9	**14.38%**	**1,186,120**

5 **General Operations:**
- The increase is due to salary scale revisions and increased insurance costs.

6 **Club House Operations:**
- Increased operating expenses are associated with pro shop purchases and service charges as well as a projected increase in wages and benefits.

7 **Course Maintenance:**
- The increase is due to increases in wages and benefit costs as well as building maintenance and increased chemicals.

8 **Restaurant Operations:**
- The increase is due to projected salary increases and utilities.

9 **Category Summary:**

Salaries and Benefits	871,670		871,670	117,830	15.63%	753,840
Operating	474,050	11,000	485,050	52,770	12.21%	432,280
	1,345,720	**0**	**1,356,720**	**170,600**	**14.38%**	**1,186,120**

Washington County, Maryland
Black Rock Golf Course Fund
FY24 Revenues

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
404200 - Pavilion Fee	750	0	750	750	100.00%	0	1,050	750
404500 - Rental - Land	4,620	0	4,620	0	0.00%	4,620	4,625	5,600
404510 - Rental - Building	10,800	0	10,800	0	0.00%	10,800	9,450	12,150
446000 - Green Fees - 18 Holes	274,490	0	274,490	(10,640)	(3.73)%	285,130	295,663	309,813
446010 - Green Fees - 9 Holes	29,350	0	29,350	(1,670)	(5.38)%	31,020	27,810	37,626
446020 - Green Holes - Twilight	37,200	0	37,200	(2,100)	(5.34)%	39,300	37,778	44,509
446030 - Cart Rentals - 18 Holes	322,200	0	322,200	34,200	11.88%	288,000	361,098	329,208
446040 - Cart Rentals - 9 Holes	38,000	0	38,000	7,000	22.58%	31,000	45,817	36,659
446050 - Cart Rentals - Twilight	10,800	0	10,800	(2,700)	(20.00)%	13,500	10,260	16,755
446060 - Cart - Golf Card	44,560	0	44,560	14,360	47.55%	30,200	50,493	44,950
446070 - Driving Range	10,000	0	10,000	0	0.00%	10,000	9,915	12,080
446080 - Golf Simulator	3,140	0	3,140	0	0.00%	3,140	3,817	3,147
446100 - Pro-Shop Sales	65,000	0	65,000	10,000	18.18%	55,000	83,955	67,810
446200 - Food Sales	0	0	0	(7,000)	(100.00)%	7,000	5,998	603
446210 - Soft Drink Sales	14,000	0	14,000	6,000	75.00%	8,000	22,587	17,510
446220 - Beer & Wine Sales	45,000	0	45,000	0	0.00%	45,000	47,058	38,511
446230 - Misc Restaurant Sales	5,000	0	5,000	2,500	100.00%	2,500	6,538	5,235
446300 - Advertising - Hole Markers	500	0	500	0	0.00%	500	0	0
490000 - Miscellaneous	0	0	0	0	0.00%	0	426	4,386
490010 - Gain or Loss on Sale of Asset	0	0	0	0	0.00%	0	0	8,005
490045 - Oper Transfer - General Fund	428,610	5,080	433,690	113,980	35.65%	319,710	358,440	337,840
490080 - Bad Check Fees	0	0	0	0	0.00%	0	0	25
490090 - Fund Balance Reserve	0	5,920	5,920	5,920	100.00%	0	0	0
498410 - Capital Grant - State	0	0	0	0	0.00%	0	64,474	17,957
498710 - Capital Transfer - General	0	0	0	0	0.00%	0	48,000	66,000
499420 - Fuel	1,700	0	1,700	0	0.00%	1,700	2,057	1,766
Revenues	**1,345,720**	**11,000**	**1,356,720**	**170,600**	**14.38%**	**1,186,120**	**1,497,309**	**1,402,885**

Black Rock Golf Course
Revenue Budgets for FY24

18 Hole Green Fees
Account 446000

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Actual Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Weekday	469	600	28	16,500	550	32	17,325
Senior/Winter Walking	47	150	20	3,000	50	22	1,100
Weekend	1,581	1,500	33	49,500	1,500	37	55,500
Tournament	2,208	1,600	15	23,216	1,600	23	36,800
Senior/Winter w/ Cart	5,029	4,500	11	49,500	4,500	14	63,000
Weekend Winter Rate	1,386	520	21	10,920	650	25	16,250
Aerification Special	284	300	25	7,500	250	9	2,250
High School Tournament	339	200	15	3,000	200	17	3,400
Military Weekday	300	800	11	8,800	300	14	4,200
Military Weekend	518	500	21	10,500	500	25	12,500
Frequent Player - Low Priced	3,805	4,400	4	17,600	3,700	6	22,237
Frequent Player - High Priced	1,653	2,100	12	25,326	1,450	15	21,489
Specials	506	2,900	17	48,401	500	18	9,125
Specials	4,076	2,700	4	11,367	3,500	3	9,310
		Average	17		Average	19	
Employee comp. & donated rounds	3,521						
Total	**25,722**	**22,770**		**285,130**	**19,250**		**274,490**
Budgeted (rounded)	**276,740**			285,130			274,490
Actual	295,663						

9 Hole Green Fees
Account 446010

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Regular	143	150	19	2,850	175	22	3,763
Winter/Sr	717	600	9	5,664	600	9	5,664
Winter/Sr Walking	306	300	12	3,600	325	14	4,550
League/Winter WEnd w/ Cart	381	1,000	16	15,500	450	16	6,975
Frequent Player	10	0	13	0	0	13	0
Frequent Player - Sr	2,312	1,800	2	3,402	2,100	4	8,400
Total	**3,869**	**3,850**		**31,020**	**3,650**		**29,350**
Budgeted (rounded)	**36,590**			**31,020**			**29,350**
Actual	27,810						

Black Rock Golf Course
Revenue Budgets for FY24

Twilight
Account 446020

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Regular	1,010	1,100	23	25,300	1,200	26	31,200
Frequent Player	1,310	1,400	10	14,000	500	12	6,000
Total	**2,320**	**2,500**		**39,300**	**1,700**		**37,200**
Budgeted (rounded)	**35,400**			**39,300**			**37,200**
Actual	**37,778**						

Cart Rentals - 18 hole
Account 446030

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Total	**19,821**	16,000	18	288,000	17,900	18	322,200
Budgeted (rounded)	**246,600**			**288,000**			**322,200**
Actual	**361,098**						

9 Hole Cart
Account 446040

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Regular	4,642	3,000	9	27,000	4,000	9	36,000
League	351	1,000	4	4,000	500	4	2,000
Total	**4,993**	**4,000**		**31,000**	**4,500**		**38,000**
Budgeted (rounded)	**22,000**			**31,000**			**38,000**
Actual	**45,817**						

Twilight Cart
Account 446050

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Total	**1,077**	1,500	9	13,500	1,200	9	10,800
Budgeted (rounded)	**13,500**			**13,500**			**10,800**
Actual	**10,260**						

Black Rock Golf Course
Revenue Budgets for FY24

Frequent Player Card
Account 446060

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Frequent Player Card Reduced	6	10	50	500	20	50	1,000
Frequent Player Card	508	300	99	29,700	440	99	43,560
Total	**514**	**310**		**30,200**	**460**		**44,560**
Budgeted (rounded)	**30,200**			**30,200**			**44,560**
Actual	50,493						

Driving Range
Account 446070

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Total	**1,976**	2,000	5	10,000	2,000	5	10,000
Budgeted (rounded)	**10,000**			**10,000**			**10,000**
Actual	**9,915**						

Simulator
Account 446080

	FY22 Actual Rounds	FY23 Budgeted Rounds	FY23 Proposed Rate	FY23 Budgeted Revenue	FY24 Budgeted Rounds	FY24 Proposed Rate	FY24 Budgeted Revenue
Weekday/FPC Weekend	51	40	30	1,200	40	30	1,200
Weekend	24	30	40	1,200	30	40	1,200
FPC Weekday	51	30	22	660	30	22	660
Range Session/FPC Range Session	15	10	8	75	10	8	75
Total	**141**	110		3,140	110		3,140
Budgeted (rounded)	**3,000**			**3,140**			**3,140**
Actual	**3,817**			**3,140**			
Total Actuals	**842,651**						
Total revenue budget	**674,030**			**731,290**			**769,740**

Washington County, Maryland
Black Rock Golf Course Fund
FY24 Revenues

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
404200 - Pavilion Fee	750	750	Increased To reflect historical pavilion rentals.	
404500 - Rental - Land	4,620	4,620		
404510 - Rental - Building	10,800	10,800		
446000 - Green Fees - 18 Holes	274,490	274,490	Prices have increased for FY24, however, the number of projected rounds decreased by 3,520 rounds when compared to the FY23 Budget. This is due to the Current year trend which is approximately 10% below FY22 actual rounds played.	
446010 - Green Fees - 9 Holes	29,350	29,350	Prices have increased for FY24, however, the number of projected rounds decreased by 200 rounds when compared to the FY23 Budget. This is due to the Current year trend which is approximately 10% below FY22 actual rounds played.	
446020 - Green Holes - Twilight	37,200	37,200	Prices have increased for FY24, however, the number of projected rounds decreased by 800 rounds when compared to the FY23 Budget. This is due to the Current year trend which is approximately 10% below FY22 actual rounds played.	
446030 - Cart Rentals - 18 Holes	322,200	322,200	The budget was increased based on the projected number of 18 hole rounds.	
446040 - Cart Rentals - 9 Holes	38,000	38,000	The budget was increased based on the projected number of 9 hole rounds.	

Washington County, Maryland
Black Rock Golf Course Fund
FY24 Revenues

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
446050 - Cart Rentals - Twilight	10,800	10,800	The budget was decreased based on the projected number of Twilight rounds.	
446060 - Cart - Golf Card	44,560	44,560	The Frequent Player Golf Card awareness is continuing to growing. This budget was increased to reflect historical golf cards purchased.	
446070 - Driving Range	10,000	10,000		
446080 - Golf Simulator	3,140	3,140		
446100 - Pro-Shop Sales	65,000	65,000	Pro-Shop sales are based on historical trend which has increased significantly in recent years.	
446200 - Food Sales	0	0	No food sales are expected at this time as the restaurant may be leased to an outside vendor.	
446210 - Soft Drink Sales	14,000	14,000	This budget reflects actual soft drink sales.	
446220 - Beer & Wine Sales	45,000	45,000		
446230 - Misc Restaurant Sales	5,000	5,000	This budget reflects actual prepackaged snacks and miscellaneous items.	
446300 - Advertising - Hole Markers	500	500		
490045 - Oper Transfer - General Fund	428,610	433,690	The General fund allocation represents a 36% increase from the prior year due to inflation and salary increases.	To adjust for increased cost of sales.
490090 - Fund Balance Reserve	0	5,920		To adjust for increased cost of sales.

Washington County, Maryland
Black Rock Golf Course Fund
FY24 Revenues

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
499420 - Fuel	1,700	1,700		

Washington County, Maryland
Black Rock Golf Course Fund
Department 46010 - General Operations
FY24 Expenses - Proposed

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500150 - Unemployment Compensation	0	0	0	0	0.00%	0	178	676
500155 - Personnel Requests	31,510	0	31,510	31,510	100.00%	0	0	0
500160 - Other Post Employment Benefits	2,760	0	2,760	610	28.37%	2,150	0	0
500161 - Wage Reserve	(10,140)	0	(10,140)	(10,140)	100.00%	0	0	0
500170 - Personal Development	840	0	840	0	0.00%	840	0	0
500171 - Employee Recognition	530	0	530	(100)	(15.87)%	630	0	422
500172 - Team Building	180	0	180	0	0.00%	180	0	0
Wages and Benefits	**25,680**	**0**	**25,680**	**21,880**	**575.79%**	**3,800**	**178**	**1,098**
505010 - Advertising	5,800	0	5,800	0	0.00%	5,800	1,730	2,825
505050 - Dues & Subscriptions	750	0	750	0	0.00%	750	150	1,900
505140 - Office Supplies	550	0	550	0	0.00%	550	238	397
505150 - Other - Miscellaneous	1,800	0	1,800	0	0.00%	1,800	1,837	515
505180 - Printing Expenses	300	0	300	0	0.00%	300	268	239
510010 - Fleet Insurance	7,310	0	7,310	4,180	133.55%	3,130	4,837	4,653
510020 - Property & Casualty Insurance	2,540	0	2,540	(40)	(1.55)%	2,580	2,330	1,898
510030 - Public & Gen Liability Insurance	2,980	0	2,980	200	7.19%	2,780	2,676	2,783
515010 - Auditing Services	560	0	560	0	0.00%	560	546	530
515270 - Maintenance Contract Services	1,000	0	1,000	700	233.33%	300	5,388	201
525000 - Supplies/Material - Operating	500	0	500	0	0.00%	500	100	316
525020 - Janitorial Supplies	1,000	0	1,000	0	0.00%	1,000	1,012	864
526020 - Building Maintenance	3,500	0	3,500	0	0.00%	3,500	3,620	695
526040 - Equipment Maintenance	300	0	300	0	0.00%	300	0	1,530
540020 - Telephone Expenses	0	0	0	0	0.00%	0	180	1,520
545010 - Electric	19,500	0	19,500	500	2.63%	19,000	18,398	17,847
592020 - Cost of Sales	0	0	0	0	0.00%	0	0	75
592060 - Service Charges	0	0	0	0	0.00%	0	0	1,355
Operating Expenses	**48,390**	**0**	**48,390**	**5,540**	**12.93%**	**42,850**	**43,310**	**40,143**
599999 - Controllable Assets	0	0	0	0	0.00%	0	300	79
600600 - Computer/Software Equipment	0	0	0	0	0.00%	0	0	113

Washington County, Maryland
Black Rock Golf Course Fund
Department 46010 - General Operations
FY24 Expenses - Proposed

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**300**	**192**
Total	**74,070**	**0**	**74,070**	**27,420**	**58.78%**	**46,650**	**43,788**	**41,433**

Washington County, Maryland
Black Rock Golf Course Fund
Department 46010 - General Operations
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500155 - Personnel Requests	31,510	31,510	Increase due to revised salary scale.	
500160 - Other Post Employment Benefits	2,760	2,760	Increased contribution to help offset reduced earnings due to market fluctuations.	
500161 - Wage Reserve	10,140	10,140	To budget for vacancy savings.	
500170 - Personal Development	840	840	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	530	530	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	180	180	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	5,800	5,800		

Washington County, Maryland
Black Rock Golf Course Fund
Department 46010 - General Operations
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
505050 - Dues & Subscriptions	750	750		
505140 - Office Supplies	550	550		
505150 - Other - Miscellaneous	1,800	1,800		
505180 - Printing Expenses	300	300		
510010 - Fleet Insurance	7,310	7,310	There is an overall decrease of 3.21% for all funds combined over the 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	2,540	2,540	There is an overall decrease of 3.21% for all funds combined over the 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
Black Rock Golf Course Fund
Department 46010 - General Operations
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
510030 - Public & Gen Liability Insurance	2,980	2,980	There is an overall decrease of 3.21% for all funds combined over the 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.	
515010 - Auditing Services	560	560		
515270 - Maintenance Contract Services	1,000	1,000	Due to aging equipment.	
525000 - Supplies/Material - Operating	500	500		
525020 - Janitorial Supplies	1,000	1,000		
526020 - Building Maintenance	3,500	3,500		
526040 - Equipment Maintenance	300	300		
545010 - Electric	19,500	19,500	The electric budget is based on four prior year actuals, forcasted rate changes, and other known circumstances. The projection also takes into account current year actuals with annualized estimations.	

Washington County, Maryland
Black Rock Golf Course Fund
Department 46020 - Club House Operations
FY24 Expenses - Proposed

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	69,420	0	69,420	8,170	13.34%	61,250	61,736	57,264
500005 - Wages - Part Time	68,410	0	68,410	8,050	13.34%	60,360	51,397	49,880
500010 - Wages - Overtime	400	0	400	(160)	(28.57)%	560	6	304
500040 - Other Wages	360	0	360	90	33.33%	270	270	270
500100 - FICA - Employer	10,850	0	10,850	1,270	13.26%	9,580	8,182	7,917
500120 - Health Insurance	25,150	0	25,150	16,230	181.95%	8,920	8,917	0
500125 - Other Insurance	430	0	430	50	13.16%	380	371	354
500130 - Pension	18,890	0	18,890	2,250	13.52%	16,640	16,155	16,558
500140 - Workers Compensation	1,650	0	1,650	0	0.00%	1,650	1,352	1,312
Wages and Benefits	**195,560**	**0**	**195,560**	**35,950**	**22.52%**	**159,610**	**148,386**	**133,859**
501080 - Debt Lease Interest	0	0	0	0	0.00%	0	4,476	0
505140 - Office Supplies	100	0	100	0	0.00%	100	72	105
505150 - Other - Miscellaneous	300	0	300	0	0.00%	300	134	100
515270 - Maintenance Contract Services	2,000	0	2,000	1,800	900.00%	200	1,895	803
525000 - Supplies/Material - Operating	50	0	50	0	0.00%	50	0	190
526000 - Supplies/Material-Maintenance	320	0	320	0	0.00%	320	256	0
526020 - Building Maintenance	1,760	0	1,760	0	0.00%	1,760	1,026	2,392
527060 - Auto Gasoline	14,000	0	14,000	1,400	11.11%	12,600	14,061	10,976
535010 - Copy Machine Rental	0	0	0	(1,490)	(100.00)%	1,490	0	1,253
535030 - Golf Carts Rental	0	0	0	(59,780)	(100.00)%	59,780	0	67,572
535055 - Lease Payments	63,510	0	63,510	63,510	100.00%	0	0	0
535057 - Non-Lease Components	0	0	0	0	0.00%	0	60	0
535058 - Lease-Variable Payments	0	0	0	0	0.00%	0	89	0
545050 - Waste/Trash Disposal	3,000	0	3,000	0	0.00%	3,000	3,000	3,000
592010 - Commission - Pro Shop Sales	3,250	0	3,250	500	18.18%	2,750	2,757	3,743
592020 - Cost of Sales	44,000	11,000	55,000	11,000	25.00%	44,000	72,927	60,325
592030 - Oper Exp - Golf Carts	1,000	0	1,000	750	300.00%	250	833	161
592060 - Service Charges	22,000	0	22,000	4,000	22.22%	18,000	22,518	19,093
Operating Expenses	**155,290**	**11,000**	**166,290**	**21,690**	**15.00%**	**144,600**	**124,104**	**169,713**
Total	**350,850**	**11,000**	**361,850**	**57,640**	**18.95%**	**304,210**	**272,490**	**303,572**

Washington County, Maryland
Black Rock Golf Course Fund
Department 46020 - Club House Operations
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	69,420	69,420	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500005 - Wages - Part Time	68,410	68,410	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500010 - Wages - Overtime	400	400	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500040 - Other Wages	360	360	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 3.5% wage increases for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500100 - FICA - Employer	10,850	10,850	Budget is based on total wages times 7.65%.	

Washington County, Maryland
Black Rock Golf Course Fund
Department 46020 - Club House Operations
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500120 - Health Insurance	25,150	25,150	An employee changed their Health Insurance election.	
500125 - Other Insurance	430	430	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 3.5%. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500130 - Pension	18,890	18,890	The budgeted amount for employer pension is based on full-time wages times 26%.	
500140 - Workers Compensation	1,650	1,650		
505140 - Office Supplies	100	100		
505150 - Other - Miscellaneous	300	300		
515270 - Maintenance Contract Services	2,000	2,000	Based on previous years actuals and aging equipment.	
525000 - Supplies/Material - Operating	50	50		
526000 - Supplies/Material-Maintenance	320	320		
526020 - Building Maintenance	1,760	1,760		

Washington County, Maryland
Black Rock Golf Course Fund
Department 46020 - Club House Operations
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
527060 - Auto Gasoline	14,000	14,000	Projected budget is 4,666 gallons x $3.00 = $14,000 (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 prices.	
535010 - Copy Machine Rental	0	0	Copier Lease moved to 535055 - Lease Payments account.	
535030 - Golf Carts Rental	-	-	Golf Cart Lease is now applied to Account 535055 - Lease Payments.	
535055 - Lease Payments	63,510	63,510	Golf Cart Lease of $62,020 (Includes a 10% increase for Apr-Jun of 2024 when a new lease will begin). Also, the Copier lease of $1,490 is included in this account beginning this year.	
545050 - Waste/Trash Disposal	3,000	3,000		
592010 - Commission - Pro Shop Sales	3,250	3,250	To reflect historical commission paid.	
592020 - Cost of Sales	44,000	55,000		To increase cost of sales missed in the requested version of the budget.
592030 - Oper Exp - Golf Carts	1,000	1,000	Increased cost for golf cart repairs.	
592060 - Service Charges	22,000	22,000	To reflect actual credit card processing fees.	

Washington County, Maryland
Summary of Installment and/or Lease Purchases
FY 2024

Department Number: 46020

Department Name: Black Rock Golf Course

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	Kyocera Copier - 1102VH2US0	1	N/A	N/A	12/1/2025	1,490	N/A	N/A	Montlhy copier lease of $84.88 plus anticipated additional costs for extra copies.
N	72-DR2A AFI Golf Cars	1	N/A	N/A	11/30/2023	62,020	N/A	N/A	For the rental of 72 Golf Carts for 8 months out of the year. A new lease will be signed for the spring of 2024. At this time we are assuming a 10% increase in the lease agreement price.
N									
N									
	Total	**2**	**$0**			**$63,510**	**$0**		

Agree to Budget

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

Washington County, Maryland
Black Rock Golf Course Fund
Department 46030 - Course Maintenance
FY24 Expenses - Proposed

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	294,120	0	294,120	32,960	12.62%	261,160	255,485	221,038
500005 - Wages - Part Time	110,220	0	110,220	12,970	13.34%	97,250	82,508	63,828
500010 - Wages - Overtime	12,000	0	12,000	(2,000)	(14.29)%	14,000	8,015	9,410
500040 - Other Wages	2,950	0	2,950	(450)	(13.24)%	3,400	2,508	3,235
500100 - FICA - Employer	32,080	0	32,080	3,330	11.58%	28,750	25,254	21,850
500120 - Health Insurance	76,680	0	76,680	(8,920)	(10.42)%	85,600	83,885	79,083
500125 - Other Insurance	1,850	0	1,850	180	10.78%	1,670	1,578	1,389
500130 - Pension	76,470	0	76,470	8,570	12.62%	67,900	67,115	64,112
500140 - Workers Compensation	5,600	0	5,600	600	12.00%	5,000	5,409	4,841
500150 - Unemployment Compensation	0	0	0	0	0.00%	0	2,108	0
Wages and Benefits	**611,970**	**0**	**611,970**	**47,240**	**8.37%**	**564,730**	**533,865**	**468,786**
505120 - Licenses & Certifications	0	0	0	0	0.00%	0	2,314	0
505140 - Office Supplies	660	0	660	0	0.00%	660	474	794
505200 - Safety Equipment	2,000	0	2,000	0	0.00%	2,000	1,906	1,267
515000 - Contracted/Purchased Service	3,000	0	3,000	500	20.00%	2,500	2,619	2,620
515270 - Maintenance Contract Services	1,000	0	1,000	810	426.32%	190	0	164
520040 - Seminars/Conventions	300	0	300	0	0.00%	300	270	290
525020 - Janitorial Supplies	250	0	250	250	100.00%	0	235	0
525030 - Medical Supplies	0	0	0	0	0.00%	0	195	0
525040 - Small Tools & Equipment	1,500	0	1,500	0	0.00%	1,500	375	263
526000 - Supplies/Material-Maintenance	13,760	0	13,760	0	0.00%	13,760	12,686	5,982
526020 - Building Maintenance	5,500	0	5,500	0	0.00%	5,500	1,158	871
526040 - Equipment Maintenance	36,000	0	36,000	10,000	38.46%	26,000	40,474	27,887
526060 - Irrigation	10,760	0	10,760	0	0.00%	10,760	15,479	15,824
526070 - Landscaping Supplies	1,000	0	1,000	0	0.00%	1,000	693	894
526100 - Seed/Sod	12,000	0	12,000	4,000	50.00%	8,000	12,755	10,676
526120 - Top Dressing Materials	7,500	0	7,500	0	0.00%	7,500	1,645	6,752
527030 - Diesel Fuel	15,000	0	15,000	4,000	36.36%	11,000	14,839	7,207
527040 - Diesel Fuel Tax	30	0	30	0	0.00%	30	0	15

Washington County, Maryland
Black Rock Golf Course Fund
Department 46030 - Course Maintenance
FY24 Expenses - Proposed

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
527060 - Auto Gasoline	6,000	0	6,000	1,000	20.00%	5,000	5,454	3,439
528010 - Fertilizer	18,000	0	18,000	5,500	44.00%	12,500	6,151	14,390
528020 - Fungicide	48,000	0	48,000	7,240	17.76%	40,760	44,145	35,967
528030 - Herbicide	16,500	0	16,500	0	0.00%	16,500	12,376	14,699
528040 - Insecticide	2,500	0	2,500	0	0.00%	2,500	2,621	1,158
535000 - Rentals	1,000	0	1,000	0	0.00%	1,000	1,243	0
540010 - Wireless Communication	2,300	0	2,300	0	0.00%	2,300	3,455	2,324
540020 - Telephone Expenses	0	0	0	0	0.00%	0	0	242
540022 - Cable TV & Internet Services	930	0	930	0	0.00%	930	997	854
545010 - Electric	0	0	0	0	0.00%	0	964	0
545012 - Electric - Irrigation	11,000	0	11,000	0	0.00%	11,000	10,223	11,351
545013 - Electric - Building	7,000	0	7,000	0	0.00%	7,000	3,189	3,962
545015 - Heating Oil	3,500	0	3,500	800	29.63%	2,700	2,646	1,727
545060 - Water	6,030	0	6,030	170	2.90%	5,860	5,796	5,662
Operating Expenses	**233,020**	**0**	**233,020**	**34,270**	**17.24%**	**198,750**	**207,377**	**177,281**
599999 - Controllable Assets	0	0	0	0	0.00%	0	2,861	9,840
600100 - Land & Improvements	0	0	0	0	0.00%	0	0	33,485
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**2,861**	**43,325**
Total	**844,990**	**0**	**844,990**	**81,510**	**10.68%**	**763,480**	**744,103**	**689,392**

Washington County, Maryland
Black Rock Golf Course Fund
Department 46030 - Course Maintenance
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	294,120	294,120		
500005 - Wages - Part Time	110,220	110,220		
500010 - Wages - Overtime	12,000	12,000	Adjusted to reflect historical overtime used.	
500040 - Other Wages	2,950	2,950		
500100 - FICA - Employer	32,080	32,080		
500120 - Health Insurance	76,680	76,680		
500125 - Other Insurance	1,850	1,850		
500130 - Pension	76,470	76,470		
500140 - Workers Compensation	5,600	5,600		
505140 - Office Supplies	660	660		
505200 - Safety Equipment	2,000	2,000		
515000 - Contracted/Purchased Service	3,000	3,000	Increased cost of various contracted services.	
515270 - Maintenance Contract Services	1,000	1,000	Contracted services were previously billed to other accounts.	
520040 - Seminars/Conventions	300	300		
525020 - Janitorial Supplies	250	250	Janitorial supplies have previously been billed to 526000.	
525040 - Small Tools & Equipment	1,500	1,500		
526000 - Supplies/Material-Maintenance	13,760	13,760		

Washington County, Maryland
Black Rock Golf Course Fund
Department 46030 - Course Maintenance
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
526020 - Building Maintenance	5,500	5,500		
526040 - Equipment Maintenance	36,000	36,000	Increased cost of parts for aging equipment.	
526060 - Irrigation	10,760	10,760		
526070 - Landscaping Supplies	1,000	1,000		
526100 - Seed/Sod	12,000	12,000	Increased cost of seed and seed related products.	
526120 - Top Dressing Materials	7,500	7,500		
527030 - Diesel Fuel	15,000	15,000	Estimated budget is 4,000 gallons x $3.75 = $15,000 (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	30	30		
527060 - Auto Gasoline	6,000	6,000	Projected budget is 2,000 gallons x $3.00 = $6000 (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.	
528010 - Fertilizer	18,000	18,000	Increased costs of fertilizer and additional fertilizer needed for reconstruction projects.	
528020 - Fungicide	48,000	48,000	Increased cost of fungicide, based on PY actuals.	

Washington County, Maryland
Black Rock Golf Course Fund
Department 46030 - Course Maintenance
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
528030 - Herbicide	16,500	16,500		
528040 - Insecticide	2,500	2,500		
535000 - Rentals	1,000	1,000		
540010 - Wireless Communication	2,300	2,300		
540022 - Cable TV & Internet Services	930	930		
545012 - Electric - Irrigation	11,000	11,000	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.	
545013 - Electric - Building	7,000	7,000	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.	
545015 - Heating Oil	3,500	3,500	The Heating oil budget is based on four prior year actuals, forecasted rate changes, and other known circumstances.	
545060 - Water	6,030	6,030	3% Budgeted increase based on the City of Hagerstown water rates.	

Washington County, Maryland
Black Rock Golf Course Fund
Department 46040 - Restaurant Operations
FY24 Expenses - Proposed

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500005 - Wages - Part Time	35,370	0	35,370	4,160	13.33%	31,210	8,852	0
500010 - Wages - Overtime	0	0	0	(600)	(100.00)%	600	55	0
500100 - FICA - Employer	2,710	0	2,710	280	11.52%	2,430	681	0
500140 - Workers Compensation	380	0	380	(220)	(36.67)%	600	109	0
Wages and Benefits	**38,460**	**0**	**38,460**	**3,620**	**10.39%**	**34,840**	**9,697**	**0**
505120 - Licenses & Certifications	1,500	0	1,500	0	0.00%	1,500	150	2,500
525020 - Janitorial Supplies	1,000	0	1,000	0	0.00%	1,000	896	693
526040 - Equipment Maintenance	1,200	0	1,200	0	0.00%	1,200	3,353	520
545030 - Propane Gas	1,930	0	1,930	430	28.67%	1,500	1,818	0
592020 - Cost of Sales	31,720	0	31,720	(20)	(0.06)%	31,740	41,322	25,353
Operating Expenses	**37,350**	**0**	**37,350**	**410**	**1.11%**	**36,940**	**47,539**	**29,066**
Total	**75,810**	**0**	**75,810**	**4,030**	**5.61%**	**71,780**	**57,236**	**29,066**

Washington County, Maryland
Black Rock Golf Course Fund
Department 46040 - Restaurant Operations
FY24

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500005 - Wages - Part Time	35,370	35,370		
500010 - Wages - Overtime	0	0	No overtime is anticipated at this time.	
500100 - FICA - Employer	2,710	2,710		
500140 - Workers Compensation	380	380		
505120 - Licenses & Certifications	1,500	1,500		
525020 - Janitorial Supplies	1,000	1,000		
526040 - Equipment Maintenance	1,200	1,200		
545030 - Propane Gas	1,930	1,930	The propane budgets were based on four prior year actuals and forecasted rate changes.	
592020 - Cost of Sales	31,720	31,720	Based on expected drinks and snacks revenue.	

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: FY24 Transit Budget

PRESENTATION DATE: April 04, 2023

PRESENTATION BY: Kevin Cerrone, Director of Transit; Andrew Eshleman, Director of Public Works

RECOMMENDED MOTION(S): For informational purposes.

REPORT-IN-BRIEF: The Transit Department provides safe, affordable, dependable, and accessible public transportation that enhances the mobility of our customers. Budgeted revenue fund sources include Federal Transit Administration (FTA), Maryland Department of Transportation/Maryland Transit Administration (MDOT/MTA), Washington County Board of County Commissioners, and Washington County Department of Social Services (WCDSS), along with rider fares. These revenue sources support annual operational expenses for Fixed-Route service, American Disability Act (ADA) Complementary Paratransit, Statewide Special Transportation Assistance Program (SSTAP) vouchers, and employment-based demand-response transportation known as the Job Opportunity Bus Shuttle (JOBS).

DISCUSSION: The Transit budget increased over FY23 by $248,470 or 8.61%. The increase is mainly the result of the mid-year wage increase of 9.5% and proposed step and COLA. Additional increase due to the cost of gas and diesel fuels.

The General Fund contribution to Transit did not increase this year mainly as a result of increased federal funding based on the use of CARES Act funds.

FISCAL IMPACT: $3,133,780

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: FY24 Transit Budget

AUDIO/VISUAL TO BE USED: N/A

Washington County, Maryland
Transit Fund Operating Budget
Detailed Summary
Fiscal Year 2024

Page	Category by Function	FY 2024 Requested Budget	Adjustment	FY 2024 Proposed Budget	$ Change	Note	% Change	Original Budget FY 2023
	Revenues:							
	Fixed Route Revenues:							
26-2	Fare Box Collections	200,000		200,000	0		0.00%	200,000
26-2	Advertising	10,000		10,000	0		0.00%	10,000
26-2	Americans with Disabilities Act Client Fees	20,000		20,000	0		0.00%	20,000
26-2	Dept of Social Services Program	109,000		109,000	0		0.00%	109,000
26-2	Reimbursed Expenses - STAP	30,750		30,750	0		0.00%	30,750
26-2	Operating Transfer - General Fund	1,003,570		1,003,570	0		0.00%	1,003,570
26-2	Operating Federal Grant	1,282,710		1,282,710	248,470	1	24.02%	1,034,240
26-2	Operating State Grant	251,860		251,860	0		0.00%	251,860
		2,907,890	**0**	**2,907,890**	**248,470**		**9.34%**	**2,659,420**

1 **Operating Federal Grant**
- Increase is based on anticipated increase in funding and previous year actuals.

	Ride Assistance Revenues:							
26-2	Statewide Transportation Assistance Program	146,920		146,920	0		0.00%	146,920
26-2	STAP Program Client Fees	30,000		30,000	0		0.00%	30,000
	Oper Transfer - General Fund	48,970		48,970	0		0.00%	48,970
		225,890	**0**	**225,890**	**0**		**0.00%**	**225,890**
	Total Revenues	**3,133,780**	**0**	**3,133,780**	**248,470**		**8.61%**	**2,885,310**
	Expenses:							
26-7	Fixed Route Service	2,907,890		2,907,890	248,470		9.34%	2,659,420
26-18	Ride Assistance Program	225,890		225,890	0		0.00%	225,890
	Total Expenses	**3,133,780**	**0**	**3,133,780**	**248,470**	**2**	**8.61%**	**2,885,310**

2 **Total Expenses**
- Expenditures increased due to mid year wage increase of 9.5% and step with 1% cola in July. Other increases were in the cost of gas and diesel fuels.

Category Summary:						
Salaries and Benefits	2,369,000	0	2,369,000	173,550	7.90%	2,195,450
Operating	764,780	0	764,780	74,920	10.86%	689,860
	3,133,780	**0**	**3,133,780**	**248,470**	**8.61%**	**2,885,310**

Washington County, Maryland
Public Transit Fund Revenues - Proposed
FY24

		2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
44020 - Fixed Route Service	400270 - Cash Drawer over/under	0	0	0.00%	0	0	361
	404420 - Interest, Penalties & Fees	0	0	0.00%	0	(9)	2
	444030 - Fare Box Collections	200,000	0	0.00%	200,000	189,539	177,319
	444040 - Advertising	10,000	0	0.00%	10,000	12,345	17,500
	444110 - ADA Client Fees	20,000	0	0.00%	20,000	12,447	14,730
	444300 - DSS Program	109,000	0	0.00%	109,000	109,000	109,000
	486120 - Reimbursed Expenses - STAP	30,750	0	0.00%	30,750	30,750	30,750
	490000 - Miscellaneous	0	0	0.00%	0	170	196
	490005 - Insurance Recovery	0	0		0	2,862	2,061
	490045 - Oper Transfer - General Fund	1,003,570	0	0.00%	1,003,570	1,086,700	699,760
	490080 - Bad Check Fees	0	0	0.00%	0	(25)	25
	495100 - Operating - Federal Grants	1,282,710	248,470	24.02%	1,034,240	1,338,613	1,482,581
	495110 - Operating - State Grants	251,860	0	0.00%	251,860	311,990	251,857
	498400 - Capital Grant - Federal	0	0	0.00%	0	1,710,357	300,000
	498410 - Capital Grant - State	0	0	0.00%	0	139,715	0
	498710 - Capital Transfer - General	0	0	0.00%	0	75,000	54,000
44030 - Ride Assistance Program	444200 - STAP Program	146,920	0	0.00%	146,920	114,618	106,468
	444210 - STAP Client Fees	30,000	0	0.00%	30,000	18,953	17,938
	490045 - Oper Transfer - General Fund	48,970	0	0.00%	48,970	0	0
Public Transit Fund Revenues		**3,133,780**	**248,470**	**8.61%**	**2,885,310**	**5,153,025**	**3,264,548**

Washington County, Maryland
Public Transit Fund Revenues
FY24 - Proposed

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
400270 - Cash Drawer over/under	0	0	0	0	0.00%	0	0	361
404420 - Interest, Penalties & Fees	0	0	0	0	0.00%	0	(9)	2
444030 - Fare Box Collections	200,000	0	200,000	0	0.00%	200,000	189,539	177,319
444040 - Advertising	10,000	0	10,000	0	0.00%	10,000	12,345	17,500
444110 - ADA Client Fees	20,000	0	20,000	0	0.00%	20,000	12,447	14,730
444200 - STAP Program	146,920	0	146,920	0	0.00%	146,920	114,618	106,468
444210 - STAP Client Fees	30,000	0	30,000	0	0.00%	30,000	18,953	17,938
444300 - DSS Program	109,000	0	109,000	0	0.00%	109,000	109,000	109,000
486120 - Reimbursed Expenses - STAP	30,750	0	30,750	0	0.00%	30,750	30,750	30,750
490000 - Miscellaneous	0	0	0	0	0.00%	0	170	196
490005 - Insurance Recovery	0	0	0	0	0.00%	0	2,862	2,061
490045 - Oper Transfer - General Fund	1,052,540	0	1,052,540	0	0.00%	1,052,540	1,086,700	699,760
490080 - Bad Check Fees	0	0	0	0	0.00%	0	(25)	25
495100 - Operating - Federal Grants	1,282,710	0	1,282,710	248,470	24.02%	1,034,240	1,338,613	1,482,581
495110 - Operating - State Grants	251,860	0	251,860	0	0.00%	251,860	311,990	251,857
498400 - Capital Grant - Federal	0	0	0	0	0.00%	0	1,710,357	300,000
498410 - Capital Grant - State	0	0	0	0	0.00%	0	139,715	0
498710 - Capital Transfer - General	0	0	0	0	0.00%	0	75,000	54,000
Revenues	**3,133,780**	**0**	**3,133,780**	**248,470**	**8.61%**	**2,885,310**	**5,153,025**	**3,264,548**

Washington County, Maryland
Public Transit Fund
Department 44020 - Fixed Route Service
FY24 Revenues - Proposed

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
444030 - Fare Box Collections	200,000	200,000		
444040 - Advertising	10,000	10,000		
444110 - ADA Client Fees	20,000	20,000		
444300 - DSS Program	109,000	109,000		
486120 - Reimbursed Expenses - STAP	30,750	30,750		
490045 - Oper Transfer - General Fund	1,003,570	1,003,570		
495100 - Operating - Federal Grants	1,282,710	1,282,710	Federal funding request pending filing of FY24 Annual Transportation Plan (ATP to the Maryland Department of Transportation/Maryland Transit Administration (MDOT/MTA). Also includes CARES Act operating funding of $349,169.	
495110 - Operating - State Grants	251,860	251,860	State funding match request pending filing of FY24 Annual Transportation Plan (ATP) to the Maryland Department of Transportation/Maryland Transit Administration (MDOT/MTA).	

Washington County, Maryland
Public Transit Fund
Department 44030 - Ride Assistance Program
FY24 Revenues - Proposed

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
444200 - STAP Program	146,920	146,920		
444210 - STAP Client Fees	30,000	30,000		
490045 - Oper Transfer - General Fund	48,970	48,970		

Washington County, Maryland
Public Transit Fund Expenditures - Proposed
FY24

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
44020 - Fixed Route Service	2,907,890	0	2,907,890	248,470	9.34%	2,659,420	2,830,449	2,728,289
44030 - Ride Assistance Program	225,890	0	225,890	0	0.00%	225,890	171,777	154,880
Total Expenditures	**3,133,780**	**0**	**3,133,780**	**248,470**	**8.61%**	**2,885,310**	**3,002,226**	**2,883,169**

Washington County, Maryland
Public Transit Fund
Department 44020 - Fixed Route Service
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	896,100	0	896,100	42,700	5.00%	853,400	842,481	840,950
500005 - Wages - Part Time	570,000	0	570,000	45,000	8.57%	525,000	533,559	503,109
500010 - Wages - Overtime	100,000	0	100,000	14,500	16.96%	85,500	113,663	80,880
500040 - Other Wages	15,530	0	15,530	1,310	9.21%	14,220	15,230	12,516
500100 - FICA - Employer	120,990	0	120,990	9,060	8.09%	111,930	112,360	106,582
500120 - Health Insurance	225,560	0	225,560	(12,760)	(5.35)%	238,320	232,736	235,714
500125 - Other Insurance	6,440	0	6,440	600	10.27%	5,840	5,270	5,216
500130 - Pension	232,990	0	232,990	11,100	5.00%	221,890	215,050	213,377
500140 - Workers Compensation	57,310	0	57,310	6,010	11.72%	51,300	54,462	51,530
500150 - Unemployment Compensation	0	0	0	0	0.00%	0	12,212	5,126
500155 - Personnel Requests	48,750	0	48,750	48,750	100.00%	0	0	0
500160 - Other Post Employment Benefits	8,290	0	8,290	1,850	28.73%	6,440	0	0
500161 - Wage Reserve	(9,910)	0	(9,910)	(9,910)	100.00%	0	0	0
500170 - Personal Development	2,160	0	2,160	0	0.00%	2,160	240	0
500171 - Employee Recognition	1,620	0	1,620	0	0.00%	1,620	0	1,817
500172 - Team Building	450	0	450	0	0.00%	450	455	0
Wages and Benefits	**2,276,280**	**0**	**2,276,280**	**158,210**	**7.47%**	**2,118,070**	**2,137,718**	**2,056,817**
501070 - Debt - Other Interest	0	0	0	0	0.00%	0	0	1,633
501080 - Debt Lease Interest	0	0	0	0	0.00%	0	17	0
502000 - Appropriations	21,530	0	21,530	0	0.00%	21,530	18,620	17,950
505010 - Advertising	2,000	0	2,000	0	0.00%	2,000	5,100	3,174
505050 - Dues & Subscriptions	1,000	0	1,000	0	0.00%	1,000	0	0
505080 - Freight & Cartage	1,000	0	1,000	0	0.00%	1,000	409	287
505090 - Hauling Expense	100	0	100	0	0.00%	100	0	0
505120 - Licenses & Certifications	250	0	250	0	0.00%	250	627	350
505140 - Office Supplies	3,000	0	3,000	0	0.00%	3,000	1,913	2,546
505150 - Other - Miscellaneous	0	0	0	0	0.00%	0	0	31
505160 - Personal Mileage	300	0	300	0	0.00%	300	0	0
505170 - Postage	100	0	100	0	0.00%	100	0	57

505210 - Safety Supplies	300	0	300	0	0.00%	300	11	583
505230 - Travel Expenses	400	0	400	400	100.00%	0	133	0
510010 - Fleet Insurance	22,420	0	22,420	(650)	(2.82)%	23,070	20,702	22,334
510020 - Property & Casualty Insurance	3,480	0	3,480	560	19.18%	2,920	2,632	2,040
510030 - Public & Gen Liability Insurance	8,930	0	8,930	600	7.20%	8,330	6,882	7,157
515000 - Contracted/Purchased Service	10,000	0	10,000	0	0.00%	10,000	5,617	9,558
515180 - Software	69,000	0	69,000	0	0.00%	69,000	64,460	33,754
515270 - Maintenance Contract Services	7,000	0	7,000	0	0.00%	7,000	843	9,040
515330 - Towing Services	2,000	0	2,000	0	0.00%	2,000	2,799	4,424
515350 - Accident Repairs	1,000	0	1,000	0	0.00%	1,000	0	0
520000 - Training	1,000	0	1,000	0	0.00%	1,000	1,185	197
520030 - Food Comp	4,000	0	4,000	0	0.00%	4,000	3,793	3,478
520040 - Seminars/Conventions	1,000	0	1,000	0	0.00%	1,000	890	1,630
525000 - Supplies/Material - Operating	25,000	0	25,000	0	0.00%	25,000	33,316	22,919
525030 - Medical Supplies	200	0	200	0	0.00%	200	0	0
525040 - Small Tools & Equipment	2,000	0	2,000	0	0.00%	2,000	2,448	7,785
526000 - Supplies/Material-Maintenance	31,650	0	31,650	1,650	5.50%	30,000	67,658	145,666
526020 - Building Maintenance	4,010	0	4,010	0	0.00%	4,010	53,157	39,941
526040 - Equipment Maintenance	1,600	0	1,600	0	0.00%	1,600	21,428	79,747
527030 - Diesel Fuel	255,000	0	255,000	77,200	43.42%	177,800	200,611	110,275
527040 - Diesel Fuel Tax	430	0	430	0	0.00%	430	467	454
527050 - Auto Fluids	9,800	0	9,800	0	0.00%	9,800	21,431	13,625
527060 - Auto Gasoline	37,500	0	37,500	10,500	38.89%	27,000	41,728	20,530
527090 - Auto Repairs	20,000	0	20,000	0	0.00%	20,000	60,162	39,289
527100 - Auto Tires	17,700	0	17,700	0	0.00%	17,700	14,882	29,734
535010 - Copy Machine Rental	0	0	0	(2,720)	(100.00)%	2,720	0	2,146
535055 - Lease Payments	32,720	0	32,720	2,720	9.07%	30,000	2	25,825
535056 - Contra - Cap Lease Payments	0	0	0	0	0.00%	0	0	(25,825)
535057 - Non-Lease Components	0	0	0	0	0.00%	0	300	0
535058 - Lease-Variable Payments	0	0	0	0	0.00%	0	1,112	0
535060 - Uniforms	3,620	0	3,620	0	0.00%	3,620	5,888	5,971
540010 - Wireless Communication	3,360	0	3,360	0	0.00%	3,360	3,883	4,260
540020 - Telephone Expenses	0	0	0	0	0.00%	0	0	1,378
545000 - Utilities	0	0	0	0	0.00%	0	0	276
545010 - Electric	10,000	0	10,000	0	0.00%	10,000	9,108	8,686
545020 - Natural Gas	11,000	0	11,000	1,000	10.00%	10,000	10,088	10,035
545040 - Sewer	770	0	770	(2,340)	(75.24)%	3,110	1,996	1,458
545050 - Waste/Trash Disposal	1,500	0	1,500	0	0.00%	1,500	1,260	1,260
545060 - Water	250	0	250	250	100.00%	0	0	0
545070 - Stormwater Fee	1,090	0	1,090	1,090	100.00%	0	0	0

582060 - Fire Extinguishers/Refills	500	0	500	0	0.00%	500	1,324	1,645
592060 - Service Charges	2,100	0	2,100	0	0.00%	2,100	2,184	2,357
Operating Expenses	**631,610**	**0**	**631,610**	**90,260**	**16.67%**	**541,350**	**691,066**	**669,660**
599999 - Controllable Assets	0	0	0	0	0.00%	0	1,665	1,810
Capital Outlay	**0**	**0**	**0**	**0**	**0.00%**	**0**	**1,665**	**1,810**
Total	**2,907,890**	**0**	**2,907,890**	**248,470**	**9.34%**	**2,659,420**	**2,830,449**	**2,728,287**

Washington County, Maryland
Public Transit Fund
Department 44020 - Fixed Route Service
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	896,100	896,100	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500005 - Wages - Part Time	570,000	570,000	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500010 - Wages - Overtime	100,000	100,000	The budget is based on a proposed step of 2.5% and a 1% COLA for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500040 - Other Wages	15,530	15,530	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 3.5% wage increases for FY24. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.	
500100 - FICA - Employer	120,990	120,990	Budget is based on total wages times 7.65%.	

500120 - Health Insurance	225,560	225,560	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.
500125 - Other Insurance	6,440	6,440	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 3.5%. The change from FY23 to FY24 includes the increase related to the mid-year COLA of 9.5%.
500130 - Pension	232,990	232,990	The budgeted amount for employer pension is based on full-time wages times 26%.
500140 - Workers Compensation	57,310	57,310	Workers Compensation is based on projected employee wages times their assigned classification rates.
500155 - Personnel Requests	48,750	48,750	Increase due to revised salary scale.
500160 - Other Post Employment Benefits	8,290	8,290	Increased contribution to help offset reduced interest earnings due to market fluctuations.
500161 - Wage Reserve	9,910	9,910	To budget for vacancy savings.
500170 - Personal Development	2,160	2,160	
500171 - Employee Recognition	1,620	1,620	
500172 - Team Building	450	450	
502000 - Appropriations	21,530	21,530	
505010 - Advertising	2,000	2,000	
505050 - Dues & Subscriptions	1,000	1,000	
505080 - Freight & Cartage	1,000	1,000	

505090 - Hauling Expense	100	100	
505120 - Licenses & Certifications	250	250	
505140 - Office Supplies	3,000	3,000	
505160 - Personal Mileage	300	300	
505170 - Postage	100	100	
505210 - Safety Supplies	300	300	
505230 - Travel Expenses	400	400	Budget increase based on prior year and YTD expenditures
510010 - Fleet Insurance	22,420	22,420	There is an overall percentage increase of 3.21% 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	3,480	3,480	There is an overall percentage increase of 3.21% 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	8,930	8,930	There is an overall percentage increase of 3.21% 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	10,000	10,000	
515180 - Software	69,000	69,000	
515270 - Maintenance Contract Services	7,000	7,000	
515330 - Towing Services	2,000	2,000	
515350 - Accident Repairs	1,000	1,000	
520000 - Training	1,000	1,000	
520030 - Food Comp	4,000	4,000	
520040 - Seminars/Conventions	1,000	1,000	
525000 - Supplies/Material - Operating	25,000	25,000	
525030 - Medical Supplies	200	200	
525040 - Small Tools & Equipment	2,000	2,000	
526000 - Supplies/Material-Maintenance	31,650	31,650	Budget was increased for 5.5% inflation.
526020 - Building Maintenance	4,010	4,010	
526040 - Equipment Maintenance	1,600	1,600	
527030 - Diesel Fuel	255,000	255,000	Estimated budget is 68,000 gallons x $ 3.75 (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	430	430	
527050 - Auto Fluids	9,800	9,800	
527060 - Auto Gasoline	37,500	37,500	Projected budget is 12,500 gallons x $3.00 (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	20,000	20,000	
527100 - Auto Tires	17,700	17,700	
535010 - Copy Machine Rental	0	0	Budget decreased due to moving copy machine rentals to lease payments.
535055 - Lease Payments	32,720	32,720	Budget increased due to moving copy machine rentals to lease payments.
535060 - Uniforms	3,620	3,620	
540010 - Wireless Communication	3,360	3,360	
545010 - Electric	10,000	10,000	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	11,000	11,000	The natural gas budgets were based on four prior years actual and forecasted rate changes.
545040 - Sewer	770	770	Projected actuals ($750 x 2% increase ($15) = $ 765.
545050 - Waste/Trash Disposal	1,500	1,500	
545060 - Water	250	250	Projected actuals ($240 x 3% increase ($7) = $ 247
545070 - Stormwater Fee	1,090	1,090	
582060 - Fire Extinguishers/Refills	500	500	
592060 - Service Charges	2,100	2,100	

Washington County, Maryland
Travel Request
FY 2024

Department Number: 44020 **Department Name: Transit**

Account Number: 505230

Account Description: Travel Expenses

Position Title Only (do not use individual names)	Destination	Date(s) of Travel	Total Cost Dept. Request	Description and/or Reason for Travel Request
Director Operations Supervisor	Stevensville, MD	9/18/23 - 9/22/23	400	TAM/MTA Annual Conference - Mandatory MTA training as stipulated within Federal formula grant funding to support public transportation initiatives within Washington County.

Total **$400**

- 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 2024

Department Number: 44020

Department Name: **Transit - Fixed Route Service**

Account Number: 515180

Account Description: Software

Descriptions	FY23 Board Approval	Total Cost FY24 Dept. Request	New Cost Y/N	Existing Agreement Y/N	Description and/or Reason for Request
RouteMatch Software	64,000	64,000	N	Y	Annual technical support and maintenance for RouteMatch scheduling software used by Fixed-Route, Paratransit & the JOBS program.
RTA Fleet Management Software	5,000	5,000	N	Y	Management Software for fleet and bus supplies and equipment.
Total	**$69,000**	**$69,000**			

- 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 2024

Department Number: 44020

Department Name: Transit

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	New JOBS vehicle	2	Unknown at this time	3	FY 27	30,000	90,000	Not known at this time	During FY 24 a new bid process will occur. Once completed straight purchase price, actual annual payment, total financed price and implied interest rate will be established. Vehicles being leased are to support Washington County Department of Social Services "JOBS" program. Funding received from WCDSS can only be used for operational expenses and not for capital procurement.
E	Copy Machine Lease	1	N/A	1	N/A	2,720	0	N/A	$89/monthly copier rental, $25/monthly maintenance and the remainder is for color & B/W copy overage during the fiscal year.
	Total	**3**	**$0**			**$32,720**	**$90,000**		

Agree to Budget

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

Washington County, Maryland
Public Transit Fund
Department 44030 - Ride Assistance Program
FY24 Expenses

	2024 Operating Budget Requested	Adjustment	2024 Operating Budget Proposed	$ Change	% Change	2023 Operating Budget Approved	2022 Actuals Final	2021 Actuals Final
500000 - Wages - Full Time	54,680	0	54,680	11,340	26.17%	43,340	56,598	40,417
500040 - Other Wages	1,630	0	1,630	140	9.40%	1,490	1,691	1,605
500100 - FICA - Employer	4,310	0	4,310	880	25.66%	3,430	3,172	3,022
500120 - Health Insurance	17,490	0	17,490	10	0.06%	17,480	17,481	17,481
500125 - Other Insurance	270	0	270	0	0.00%	270	269	260
500130 - Pension	14,220	0	14,220	2,950	26.18%	11,270	11,270	10,903
500140 - Workers Compensation	120	0	120	20	20.00%	100	95	91
Wages and Benefits	**92,720**	**0**	**92,720**	**15,340**	**19.82%**	**77,380**	**90,576**	**73,779**
505140 - Office Supplies	0	0	0	(1,050)	(100.00)%	1,050	0	0
515000 - Contracted/Purchased Service	100,920	0	100,920	(13,290)	(11.64)%	114,210	46,702	44,898
525000 - Supplies/Material - Operating	1,500	0	1,500	0	0.00%	1,500	3,749	5,072
535000 - Rentals	30,750	0	30,750	0	0.00%	30,750	30,750	30,750
535010 - Copy Machine Rental	0	0	0	(1,000)	(100.00)%	1,000	0	0
540020 - Telephone Expenses	0	0	0	0	0.00%	0	0	381
Operating Expenses	**133,170**	**0**	**133,170**	**(15,340)**	**(10.33)%**	**148,510**	**81,201**	**81,101**
Total	**225,890**	**0**	**225,890**	**0**	**0.00%**	**225,890**	**171,777**	**154,880**

Washington County, Maryland
Public Transit Fund
Department 44030 - Ride Assistance Program
FY24 Expenses

	2024 Operating Budget Requested	2024 Operating Budget Proposed	2024 Variance Comments Requested	2024 Variance Comments Proposed
500000 - Wages - Full Time	54,680	54,680		
500040 - Other Wages	1,630	1,630		
500100 - FICA - Employer	4,310	4,310		
500120 - Health Insurance	17,490	17,490		
500125 - Other Insurance	270	270		
500130 - Pension	14,220	14,220		
500140 - Workers Compensation	120	120		
505140 - Office Supplies	0	0	Office Supplies have been reduced based on YTD and prior year expenditures.	
515000 - Contracted/Purchased Service	100,920	100,920	Contracted/Purchased Services in 44030 fluctuates according to user's demand. It is based on anticipated program administrative expenses and the anticipated amount of funding allocated for the program by Maryland Department of Transportation / Maryland Transit Administration (MDOT/MTA). The amount shown is to cover the cost of voucher trips provided.	
525000 - Supplies/Material - Operating	1,500	1,500		
535000 - Rentals	30,750	30,750		
535010 - Copy Machine Rental	0	0	Copy Machine Rentals have been reduced based on YTD and prior year expenditures.	

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Fair Housing Month – April 2023

PRESENTATION DATE: April 4, 2023

PRESENTATION BY: Board of County Commissioners

REPORT-IN-BRIEF: Proclamation Presentation

WHEREAS, April 2023 marks the 55th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act, and;

WHEREAS, the Fair Housing Act emphasizes a national policy of Fair Housing designed to protect Americans from discrimination in the sale, rental and financing of housing based on color, race, sex, national origin, disability, family status and religion, and;

WHEREAS, equal housing is an important component of family and community health and stability, and;

WHEREAS, housing choice impacts our children's access to education, our ability to seek and retain employment options, the cultural benefits we enjoy, the extent of our exposure to crime and drugs, and the quality of health care we receive in emergencies, and;

WHEREAS, the laws of this nation and our state seek to ensure such equality of choice for all transactions involving housing, and;

WHEREAS, ongoing education, outreach and monitoring are key to raising awareness of fair housing principles, practices, rights and responsibilities.

NOW THEREFORE, We the Board of County Commissioners of Washington County, Maryland, do hereby recognize April as Fair Housing Month.

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: 2023 Housing Bond Allocation Transfer

PRESENTATION DATE: April 4, 2023

PRESENTATION BY: Jill Baker, Director, Department of Planning and Zoning

RECOMMENDED MOTION: Move to approve the transfer of Washington County's 2023 Housing Bond Allocation in the amount of $6,465,270.00 to the Community Development Administration for use in issuing housing bonds on behalf of Washington County.

REPORT-IN-BRIEF: Each year the State of Maryland invites local governments to partner in a statewide bond pool for first time homebuyers. The pool allows counties to transfer their housing bond allocation to the State to issue bonds to fund housing programs. Washington County has traditionally used this allocation to participate in the Maryland Mortgage Program (MMP).

DISCUSSION: Washington County has been transferring its housing bond allocation to the Community Development Administration (CDA) annually since at least 2007. The maximum allowable acquisition costs for the MMP in FY 2021 were $349,526 and $427,198 in targeted areas. Income limits for MMP participants in FY 2021 were between $117,500 and $164, 500 depending on family size. The MD DHCD reports purchasing activity in Washington County as 112 units in 2020 ($17,949,089), 64 units in 2021 ($11,650,118), and 64 units in 2022 ($11,771,075). Targeted areas in Washington County are within Hagerstown city limits.

FISCAL IMPACT: No cost to Washington County

CONCURRENCES: n/a

ALTERNATIVES: If there is no transfer there will be less money available to make housing loans to Washington County applicants from the Maryland Mortgage Program.

ATTACHMENTS: Letter to MD Department of Housing and Community Development

AUDIO/VISUAL NEEDS: n/a

Washington County
MARYLAND
DEPARTMENT OF PLANNING & ZONING
COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

April 4, 2023

Maddy Ciulu, Director
Single Family Housing
Community Development Administration
Department of Housing & Community Development
7800 Harkins Road, Room 367
Lanham, Maryland, 20706

Dear Ms. Ciulu:

Pursuant to Sections 13-801 through 13-807 of the Financial Institutions Article of the Maryland Annotated Code, Washington County hereby irrevocably transfers to the Community Development Administration, for use in issuing housing bonds or mortgage credit certificates on behalf of this jurisdiction, 100% of its total $6,465,270.00 tax-exempt housing bond allocation as set forth in 2023 allocation of the Maryland State Ceiling made by the Secretary of Commerce pursuant to the Article.

Sincerely,

John F. Barr, Chairperson
Board of County Commissioners of Washington County, Maryland

Certificate of Counsel

This transfer of a tax-exempt bond allocation is duly authorized and executed and constitutes the valid, binding and irrevocable act of Washington County, Maryland.

Kirk C. Downey, County Attorney
Washington County, Maryland

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Purchase One (1) 2023 Transit Van for the Sheriff's Office

PRESENTATION DATE: April 3, 2023

PRESENTATION BY: Rick Curry, CPPO, Director, Purchasing Department; Sergeant Alan Matheny, Fleet Logistics, Washington County Sheriff's Office.

RECOMMENDATION: Move to request Board approval for the Sheriff's Office to purchase one (1) 2023 Passenger Van from Hagerstown Ford, of Hagerstown, MD in the amount of $53,705.

REPORT-IN-BRIEF: The Sheriff's Office is requesting to purchase one (1) 2023 Ford Transit Van to replace a van that exceed the County's Vehicle and Equipment Types and Usage Guidelines. The County initiated for the Vehicle and Equipment Types and Usage Guideline in 2001. The County's replacement guidelines for less than 19,500 lbs. GVWR is recommended at a ten (10) year economic life cycle. The replaced vehicles will be sold on GovDeals.

The Sheriff's Office have made several attempts through the procurement process to purchase vans that resulted in the manufacturer canceling the order or receiving no bids for their request because the manufacturers stop accepting orders. Under normal circumstances a cooperative contract would be utilized for this purchase, but today those contracts are not available. Utilizing a cooperative contract is a cost saving because county personnel save time and obtain competitive price as opposed if they worked to solicit an independent bid.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the Sheriff's Office Capital Improvement Budget (CIP) budget 11310-VEH006.

CONCURRENCES: Sheriff

ATTACHMENTS: Hagerstown Ford's quote.

Fast & Easy

Customer: WASHINGTON COUNTY SHERIFFS DEPT.
Address: 500 WESTERN MARYLAND PARKWAY
City: HAGERSTOWN
State: MD
Zip Code: 21740
Driver's License:
Phone: (240) 313-2100
Email:

Trade Information

Make: **Model:**
Year: **Mileage:**
VIN:

Vehicle of Interest

Stock #: 55896
Make: FORD
Model: TRANST
Year: 2023 **Mileage:** 1
VIN: 1FDAX2Y83PKA47684
Color: YZ OXFORD WHITE

MSRP		$53,190.00
Discount		$1,795.00
Rebate		$0.00
Sale Price		$51,395.00
Trade Allowance	$0.00	
Trade Payoff	$0.00	
Trade Equity (+/-)		$0.00
Accessories		$0.00
We Owe	$0.00	
Destination & Delivery		$1,795.00
Processing Charge		$500.00
Sub Total		$53,690.00
Tax		$0.00
Tag Fee		$15.00
Down Payment		$0.00
Remaining Balance		$53,705.00

Customer Signature Date Manager Approval Date

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KAN-007999 MD 27D 463

6B			A	6		
LABL	ADJ	COV	PRCS	B10	RAMP	BUMP

1FDAX2Y83PKA47684 TRANSIT SH 011608 2020/7067 1FDA

ford.com

VEHICLE DESCRIPTION

TRANSIT

PK A47684

2023 350 LR PASS XL RWD
XL TRIM
3.5L PFDI V6 (GAS)
10-SPEED TRANSMISSION

EXTERIOR
OXFORD WHITE
INTERIOR
DARK PALAZZO GRAY VINYL

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR
- AUXILIARY FUEL PORT
- BODY SIDE MOLDINGS - BLACK
- BUMPERS - CARBON BLACK
- FULL SIZE SPARE TIRE/WHEEL
- WIPERS - RAIN-SENSING

INTERIOR
- AIR CONDITIONING
- ASSIST HANDLE - B-PILLAR
- ASSIST HANDLES - A-PILLAR
- CENTER CONSOLE
- LOCKING GLOVE BOX
- POWERPOINT - 12V (FRONT)
- STEERING - TILT/TELESCOPIC
- TACHOMETER

FUNCTIONAL
- AUTO HIGH-BEAM HEADLAMPS
- ELECTRONIC PWR ASST STEER
- FORDPASS™ CONNECT 4GWI-FI HOTSPOT TELEMATICS MODEM
- FORWARD COLLISION WARNING
- HILL START ASSIST
- LANE-KEEPING SYSTEM
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REAR VIEW CAMERA W/ TRAILER HITCH ASSIST
- SELECTABLE DRIVE MODES
- USB PORTS - 5 AMP

SAFETY/SECURITY
- 3 POINT SAFETY BELTS
- ADVANCETRAC™ WITH RSC®
- AIRBAGS ☒ FRONT, SIDE AND SAFETY CANOPY® SYSTEM
- BRAKES - 4WHEEL DISC W/ABS
- SECURILOCK® ANTI-THEFT SYS
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

WARRANTY
- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE	(MSRP)
OPTIONAL EQUIPMENT/OTHER	
PREFERRED EQUIPMENT PKG.301A	
3.73 LIMITED SLIP AXLE	325.00
FRONT LICENSE PLATE BRACKET	NO CHARGE
AUTO START STOP REMOVAL	- 50.00
WIFI 4G LTE HOTSPOT DELETE	- 20.00
9400# GVWR PACKAGE	NO CHARGE
2WAY DRV/PASS PALAZZO VINYL	NO CHARGE
50 STATE EMISSIONS	NO CHARGE
RADIO - SYNC3, 4" SCN	280.00
CRUISE CONTROL	325.00
EXTND LENGTH RUNNING BOARDS	655.00
2 ADDITIONAL KEYS	75.00
WIPER ACTIVATED HEADLAMPS	30.00
PRIVACY GLASS	500.00
LESS REAR SEAT PACK	- 855.00
E-85 FLEX FUEL CAPABLE	NO CHARGE

PRICE INFORMATION	(MSRP)
BASE PRICE	$50,130.00
TOTAL OPTIONS/OTHER	1,265.00
TOTAL VEHICLE & OPTIONS/OTHER	51,395.00
DESTINATION & DELIVERY	1,795.00

RAMP ONE
CU2G

RAMP TWO

RAIL

ITEM #:
27-C809 O/T 1

TOTAL MSRP $53,190.00

Ford Credit Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.

This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

SPECIAL ORDER
M579 D 6B A6 335 007999 12 22 22

California Air Resources Board Flexible-F

Environmental Perf

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For information on how to compare, please see w

Protect the environment. Choose vehicles

Greenhouse Gas Rating (tailpipe only)

C

A+ D

Cleaner

Using alternative fuels may change s

Vehicle emissions are a primary contributor to climate change and smo
California Air Resources Board based on this vehicle's measured emiss

1FDAX2Y83PKA47684

WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, vehicle can expose you to chemicals including engine exhaust, carbon monoxide, ph lead, which are known to the State of California to cause cancer and birth defects or other r To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servic For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

03/16/2023

Fast & Easy

Customer: WASHINGTON COUNTY SHERIFFS DEPT.
Address: 500 WESTERN MARYLAND PARKWAY
City: HAGERSTOWN
State: MD
Zip Code: 21740
Driver's License:
Phone: (240) 313-2100
Email:

Trade Information

Make: **Model:**
Year: **Mileage:**
VIN:

Vehicle of Interest

Stock #: 55896
Make: FORD
Model: TRANST
Year: 2023 **Mileage:** 1
VIN: 1FDAX2Y83PKA47684
Color: YZ OXFORD WHITE

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We Owe	$0.00	
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Sub Total		$53,690.00
Tax		$0.00
Tag Fee		$15.00
Down Payment		$0.00
Remaining Balance		$53,705.00

Customer Signature Date Manager Approval Date

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Open Session Item

SUBJECT: Resolution Assigning to the County Administrator Power and Duty to Attest to the County Seal in Certain Circumstances

PRESENTATION DATE: April 4, 2023

PRESENTATION BY: Kirk C. Downey, County Attorney

RECOMMENDATION: Move to adopt the proposed Resolution

REPORT-IN-BRIEF: As either required by law or as is customary, the County Clerk has attested to the impression or affixing of the County seal on debt or similar obligations of the County and on certain related documents, agreements, certificates or instruments. When any such obligations, documents, agreements, certificates or instruments are amended, modified, supplemented or restated, the County seal is impressed or affixed thereon as required by law or as customary. Lindsey A. Rader, Funk & Bolton, P.A., bond counsel to the County, has requested that the County Commissioners assign to the County Administrator the power and duty to attest to the County seal in the event of the vacancy in the position of the County Clerk, or in the event of the absence, disability or unavailability of an appointed County Clerk.

DISCUSSION: The County has the power to issue certain types of debt or similar obligations, including, without limitation, conduit revenue bonds and general obligation bonds. The Maryland Economic Development Revenue Bond Act provides with regard to conduit revenue bonds that the seal of the issuer shall be impressed or affixed to such conduit revenue bonds and attested to by the clerk or another administrative official. Maryland laws providing for the issuance of general obligation bonds of the County typically provide that by resolution the County Commissioners shall provide for the execution and sealing of such bonds.

Interest on certain conduit revenue bonds previously issued by the County is calculated by a formula that includes a component of LIBOR (the London Interbank Offered Rate). LIBOR is expected to be phased out as a "benchmark" as of or prior to June 30, 2023. Across the country borrowers of conduit revenue bonds and holders of such bonds are asking bond issuers to amend, modify, supplement and/or restate such bonds as needed and/or any related documents, agreements, certificates or instruments in order to account for the phase-out of LIBOR; this is generally referred to as "LIBOR remediation."

Amendments, modifications or supplements to, or restatements of, any of the County's outstanding conduit revenue bonds and any related documents, agreements, certificates or instruments that use LIBOR as a benchmark do not require action of the County Commissioners; the resolutions pursuant to which such conduit revenue bonds were issued authorize the President of the Board of County Commissioners to consent to/approve any amendments, modifications, supplements or restatements. Conduit revenue bond issuers are being asked to undertake LIBOR remediation as quickly as possible due to the sheer volume of

impacted debt obligations and because of the possibility that LIBOR may be phased-out prior to June 30, 2023.

Section 1-104(c)(7) of the County Code provides that the County Commissioners may assign to the County Administrator the power and duty to perform other duties and functions not specifically assigned to the County Administrator by the County Code.

Because of the LIBOR remediation activities underway, because the County anticipates issuing general obligation bonds for its own purposes within fiscal year 2023 (although such bonds have not yet been authorized by the County Commissioners), there could be other circumstances in which the County seal needs to be impressed or affixed on documents, agreements, certificates and instruments (or related amendments, modifications, supplements or restatements thereof) and attested to, and because the County Code does not specifically authorize any other County official to attest to the County seal, bond counsel to the County has requested that the County Commissioners assign to the County Administrator the power and duty to attest to the County seal in the circumstances provided for in the subject Resolution.

FISCAL IMPACT: None.

CONCURRENCES: Lindsey A. Rader of Funk & Bolton, P.A., bond counsel to the County, and the County Administrator

ALTERNATIVES: None identified by the County Attorney or bond counsel to the County. Failure to authorize the County Administrator to attest to the County seal would adversely impact the ability of the County to participate in LIBOR remediation of impacted conduit revenue bonds, and failure to effect LIBOR remediation could result in unwanted consequences for such bonds.

ATTACHMENTS: Resolution

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2023-__

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY ASSIGNING TO THE COUNTY ADMINISTRATOR THE POWER AND DUTY TO ATTEST TO THE IMPRESSION OR AFFIXING OF THE COUNTY SEAL IN THE EVENT OF A VACANCY IN THE POSITION OF THE COUNTY CLERK, OR IN THE ABSENCE, UNAVAILABILITY OR DISABILITY OF THE COUNTY CLERK, AS FURTHER PROVIDED HEREIN; PROVIDING THAT ANY ACTING COUNTY ADMINISTRATOR APPOINTED IN ACCORDANCE WITH SECTION 1-104(d) OF THE COUNTY CODE (AS DEFINED HEREIN) MAY EXERCISE SUCH ASSIGNED POWER AND DUTY; AND PROVIDING THAT THE PROVISIONS OF THIS RESOLUTION SHALL BE LIBERALLY CONSTRUED.

RECITALS

The position of County Clerk provided for in Title 1, Subtitle 2 of the Code of Public Local Laws of Washington County (2019 Edition), as amended (the "County Code"), is currently vacant.

It is either required by applicable law or customary that the seal of County Commissioners of Washington County (the "County") is impressed or affixed on debt or similar obligations of the County and on documents, agreements, certificates or instruments executed by the County in connection with its debt or similar obligations. Ordinarily, the County Clerk of the County attests to the County seal as impressed or affixed on such debt or similar obligations and on any related documents, agreements, certificates or instruments.

Section 1-104(c)(7) of the County Code provides that the County Administrator of the County (the "County Administrator"), among other specified powers and duties, has the authority to perform other duties and functions assigned to the County Administrator by the Board of County Commissioners (the "Board").

In connection with some anticipated modifications to certain outstanding County conduit revenue bonds, and in anticipation of general obligation bonds currently expected to be issued by the County within fiscal year 2023, bond counsel to the County has requested that Board assign to the County Administrator the power to attest to the County seal as impressed or affixed on debt or similar obligations of the County and on any documents, agreements, certificates or instruments of the County (whether or not entered into by the County in connection with debt or similar obligations), as well as any amendments, modifications, supplements or restatements to or of the foregoing, in the circumstances provided for herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY:

SECTION 1. That the Recitals to this Resolution are incorporated by reference herein and deemed a substantive part of this Resolution. Capitalized terms used in the Sections of this Resolution and not otherwise defined herein shall have the meanings given to such terms in the Recitals.

SECTION 2. That:

(a) In the event of a vacancy in the position of the County Clerk, or in the event of the absence, disability or unavailability of an appointed County Clerk, and unless otherwise prohibited by applicable law, the County Administrator is hereby assigned the power and duty to attest to the County seal as impressed or affixed (whether manually or by facsimile) upon (1) any debt or similar obligations of the County, and (2) any documents, agreements, certificates or instruments executed by one or more officials of the County (whether or not in connection with debt or similar obligations of the County). References in clauses (1) and (2) of the preceding sentence to obligations, documents, agreements, certificates or instruments shall be construed to include any amendments, modifications or supplements to the same, or to restatements thereof.

(b) The power and duty assigned to the County Administrator pursuant to subsection (a) of this Section 2 may be exercised by any Acting County Administrator appointed by the Board pursuant to Section 1-401(d) of the County Code.

SECTION 3. That the provisions of this Resolution shall be liberally construed in order to effectuate the attestation as to the County seal in the circumstances described herein.

SECTION 4. That this Resolution shall take effect from the date of its adoption.

Adopted this _____ day of _____, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, MARYLAND

_____
Kirk C. Downey

_____
John F. Barr, President

Approved as to form and legal sufficiency:

_____
Kirk C. Downey
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

#230275;50052.001/053

Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Presentation and discussion of WCPS Literacy and Math Curriculum & FY24 Board of Education Budget Highlights

PRESENTATION DATE: April 4, 2023

PRESENTATION BY: Dr. David Sovine, Superintendent of Schools
Mr. Jeffrey Proulx, Chief Operating Officer
Dr. Gary Willow, Associate Superintendent for Curriculum & Instruction
Ms. Amy Seylar, Supervisor of K-12 Math/Science
Ms. Carly Pumphrey, Supervisor of K-12 English Language Arts/Social Studies

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: The Board of County Commissioners and the Board of Education will receive a presentation from WCPS staff sharing information on the WCPS Literacy and Math Curriculum and FY24 Board of Education Budget Highlights.

DISCUSSION:

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ATTACHMENTS: PowerPoint Presentation

Literacy and Math Curriculum Updates

Dr. David Sovine, Superintendent
Dr. Gary Willow, Associate Superintendent for Curriculum and Instruction
Amy Seylar, Supervisor of Math and Science
Carly Pumphrey, Supervisor of English and Social Studies

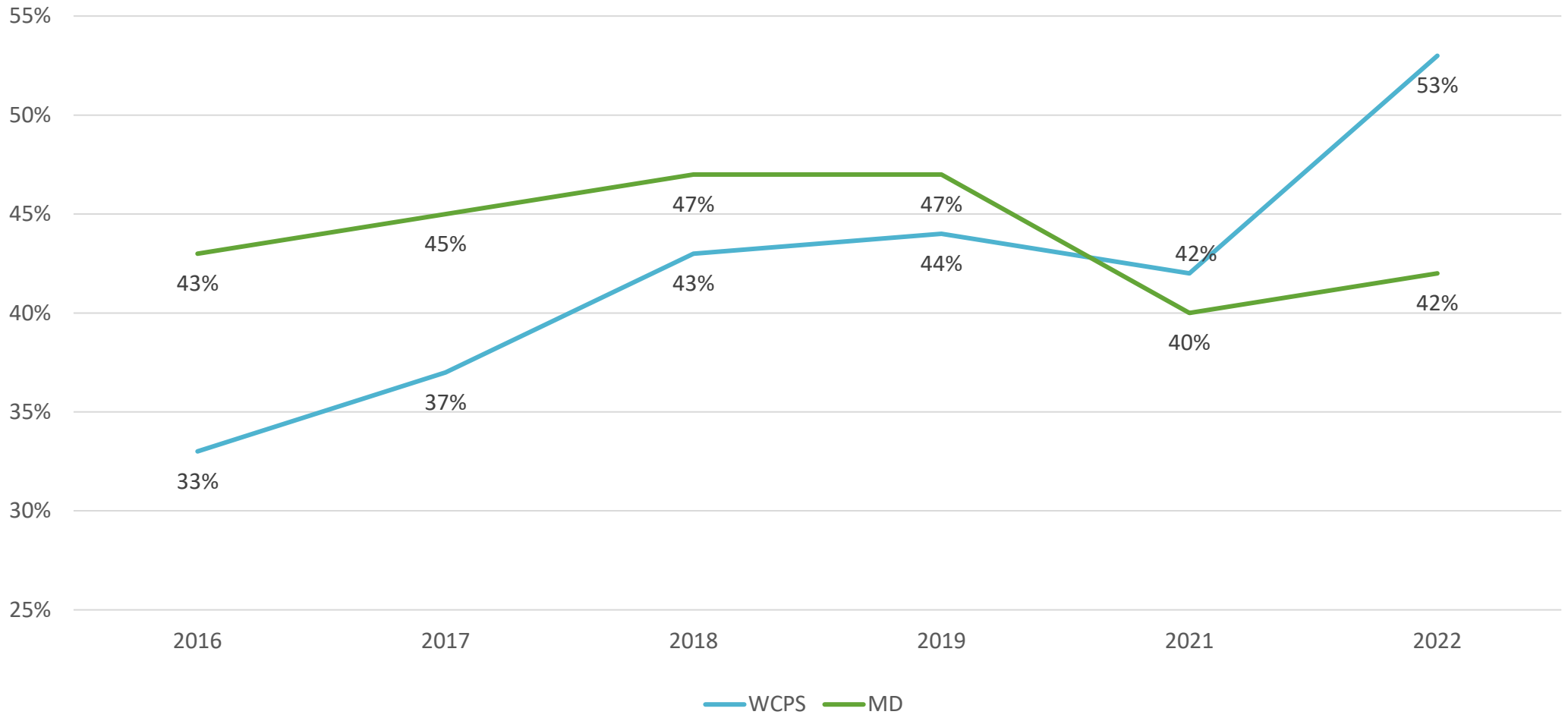
JOINT SESSION: BOARD OF COUNTY COMMISSIONERS AND
WASHINGTON COUNTY BOARD OF EDUCATION
April 4, 2023

WCPS | Washington County Public Schools

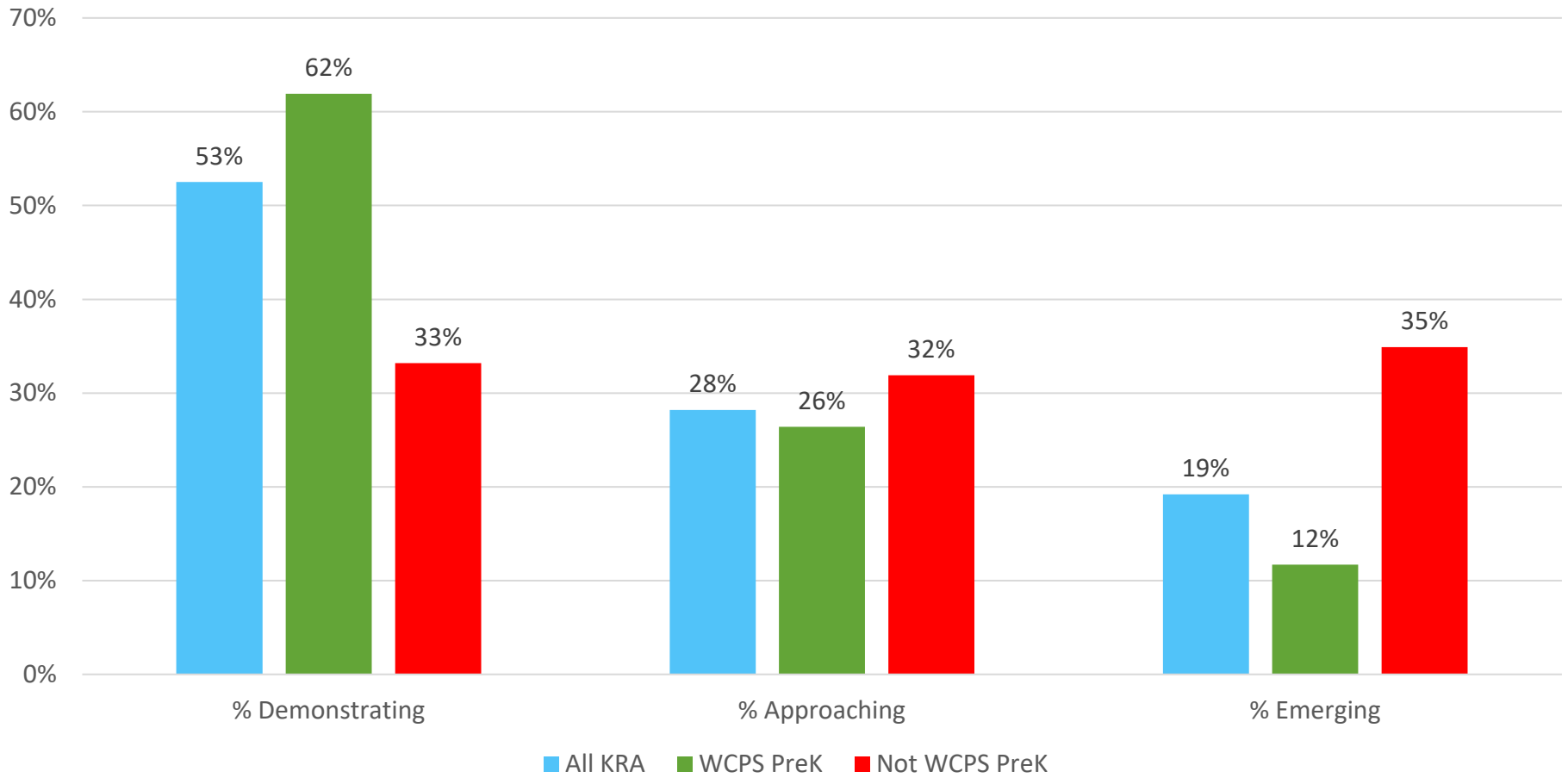
Kindergarten Readiness Assessment

- Each student receives an overall score
- Four Domains
  - Social Foundations
  - Language & Literacy
  - Mathematics
  - Physical Well-Being & Motor Development

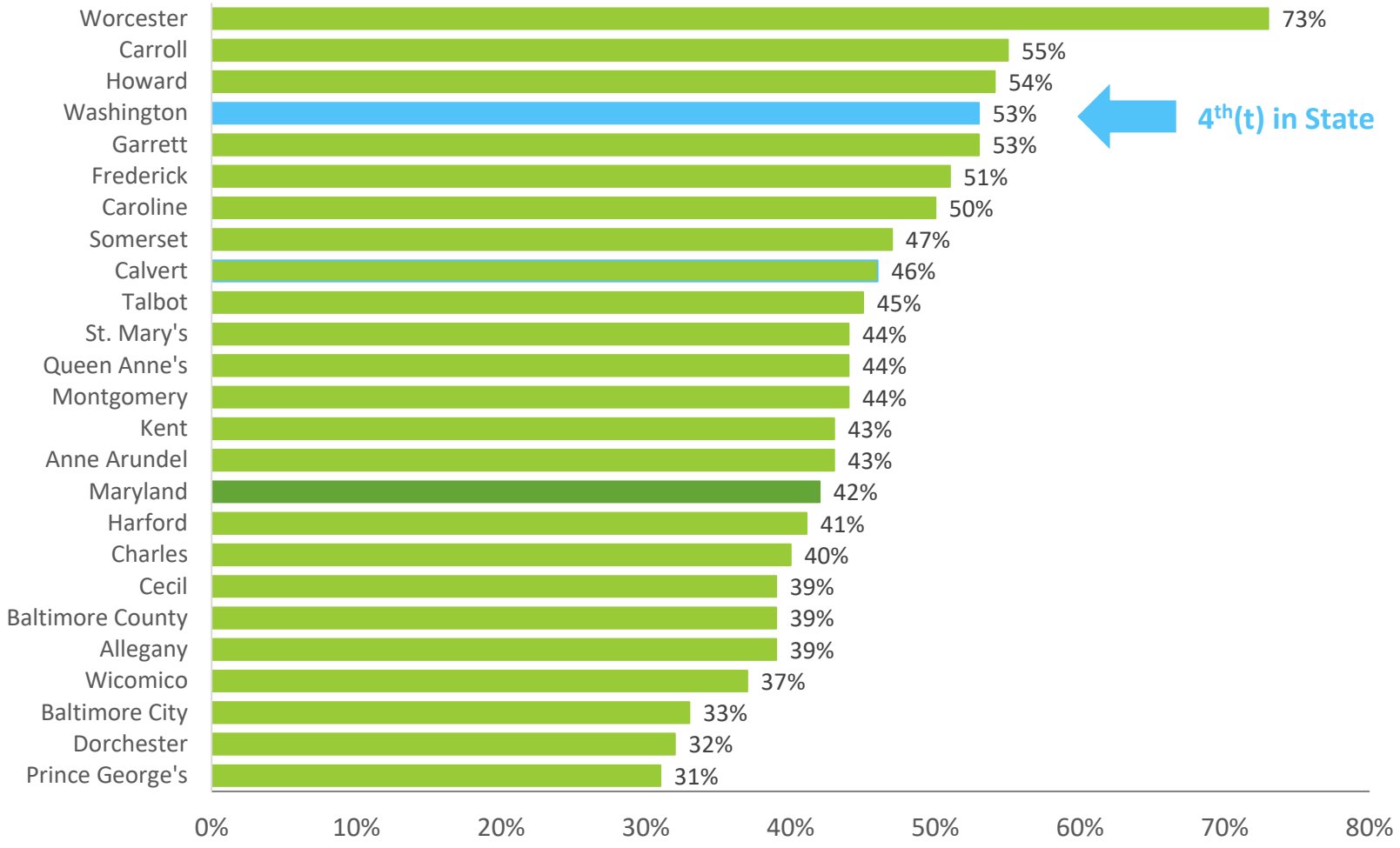
Kindergarten Readiness Assessment (KRA) Demonstrating Readiness



KRA Performance Levels



Demonstrate Kindergarten Readiness by Jurisdiction 2022



Every Student Succeeds Act (ESSA) Accountability System and School Report Cards

- ESSA, signed into law in 2015, each state submitted a consolidated state plan detailing how a state will hold schools accountable for student performance
- The U.S. Department of Education approved the State plan in early 2018
- Two years of report card school results (2017-2018 and 2018-2019) prior to the pandemic and the pause in accountability

How are Accountability System results reported on a School Report Card?

The Maryland accountability system is based on 100 total possible points, with schools awarded stars based on the percent of total earned points out of their possible points.

- Total earned percent
  - Each school's total earned points, divided by its total possible points
- Awarded stars
  - Each school will be awarded stars based on its total earned percentage.

Awarded Stars	Total Earned Percent
*****	75% or greater
****	60% or greater and less than 75%
***	45% or greater and less than 60%
**	30% or greater and less than 45%
*	Less then 30%

Source: MSDE Presentation 2/28/23

Maryland School Report Card
Elementary and Middle School Overview

- Academic Achievement in English Language Arts (ELA) and Math Total earned percent (20 points)
  - Percent of students scoring “proficient” or higher in ELA and Math and average performance

- Student Growth (25 points)
  - Median student growth percentile in ELA and Math

- Progress in Achieving English Language Proficiency (10 points)
  - Percent of English learner (EL) students on track to attaining English Language Proficiency

Maryland School Report Card
Elementary and Middle School Overview

- Chronic Absenteeism (15 points)
  - Percent of students at each school who are absent at least ten percent or more of school days

- School Survey (10 points)
  - Score on a survey of students and educators, topics include safety, instructional and physical environment, student engagement, and relationships within the school community.

- Access to a Well-Rounded Curriculum (10 points)
  - Percent of 5th or 8th-grade students enrolled in science, social studies, fine arts, physical education, and health

- Credit for Completion of a Well-Rounded Curriculum (10 points)
  - Percent of 5th or 8th-grade students scoring “proficient” or higher in science
  - Percent of students scoring “proficient” or higher in social studies (8th grade next year)
  - Percent of 5th or 8th-grade students passing classes in social studies, fine arts, physical education, and health

Maryland School Report Card
High School Overview

- Academic Achievement in ELA and Math (30 points)
- High School Graduation Rate (15 points)
- On Track in 9th Grade (5 points)
- Credit for Completion of a Well-Rounded Curriculum (5 points)
- Progress in Achieving English Language Proficiency (10 points)
- Chronic Absenteeism (15 points)
- School Survey (10 points)
- Access to a Well-Rounded Curriculum (10 points)

2022 Distribution of Stars by LEA

	NUMBER OF SCHOOLS*				
	1★	2★	3★	4★	5★
Allegany County		2	8	7	5
Anne Arundel County	4	4	41	41	28
Baltimore County	7	33	63	38	21
Calvert County			5	13	4
Caroline County			6	3	
Carroll County			6	21	10
Cecil County		1	15	9	3
Charles County		5	19	13	
Dorchester County	1	4	3	3	
Frederick County			15	38	10
Garrett County				9	3
Harford County	1	5	14	16	18
Howard County		3	21	23	28
Kent County			3	2	
Montgomery County		15	64	65	53
Prince George's County	1	53	92	38	9
Queen Anne's County			1	7	4
Saint Mary's County		1	4	17	4
Somerset County		2	3	1	
Talbot County			3	4	1
Washington County			9	21	10
Wicomico County	1	2	9	7	
Worcester County			1	8	1
Baltimore City	29	83	26	10	1

WCPS was one of ten school systems in Maryland that had zero 1 or 2-star schools.

Compared to 2019, WCPS had seven schools decrease, and five schools increase by one star.

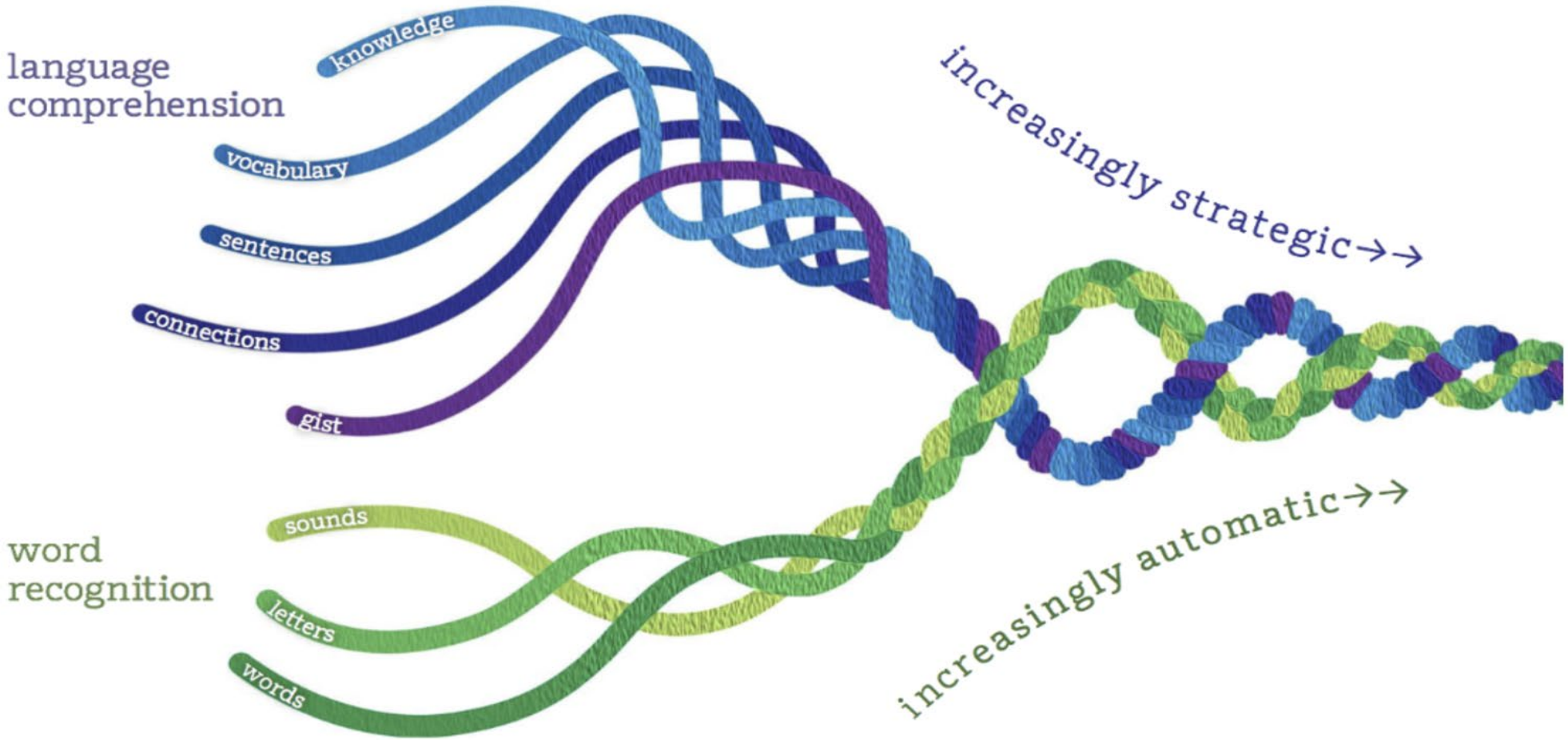
2022 Maryland Report Card Results

WCPS Strengths	WCPS Areas for Growth
Student growth in ELA and Math	Student attendance
English Language Proficiency	Student survey
Access to and Completion of Well-Rounded Curriculum	Overall proficiency rate in ELA and math
Staff survey	On-track in 9th grade
Graduation rate	

WCPS Literacy Vision

All WCPS students have the right to be successful and confident readers and writers. Instruction, grounded in systematic, explicit foundational skills and complex texts, promotes thinking and builds knowledge so students communicate their ideas in the classroom and beyond.

Science of Reading

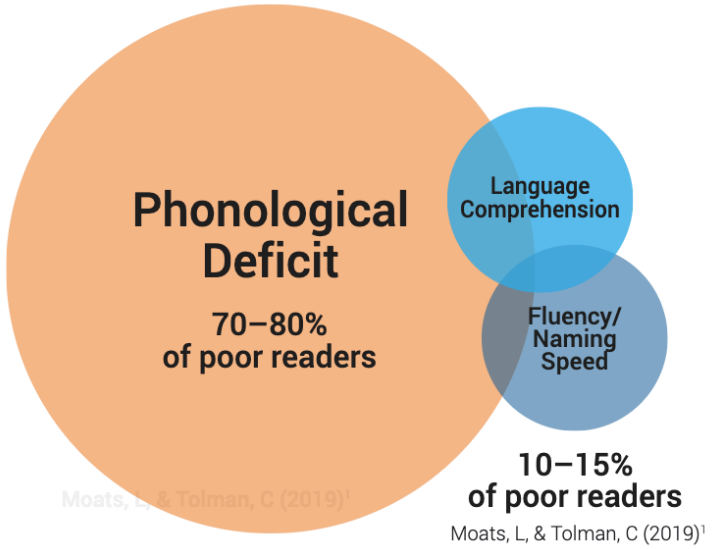


What are the ingredients of Knowledge-Building Classrooms?

- Knowledge/vocabulary gained as a purpose for instruction
- Multiple texts/resources on a topic
- Attention to rich academic vocabulary
- Opportunities to showcase learning

To follow the science of reading, foundational reading instruction should follow these 4 principles

SYSTEMATIC	Systematic and sequenced K-3 instruction and intervention.
EXPLICIT	Explicit and intentional daily instruction.
PRACTICE	Practice of specific skills in and out of text, including meaning-making with decodable text
ASSESSMENT DRIVES INSTRUCTION	Corrective feedback in the moment. Frequent informal and formal data collection drives grade-level and targeted remediation and acceleration



> The human brain isn't wired to read. Kids must be explicitly taught how to connect sounds with letters—phonics.

Emily Hanford, Senior Correspondent, APM Reports[2]

To develop phonics skills, students must be able to identify key patterns across 12 critical phonics categories:

CONTRACTIONS	CVC	CVCC	DIAGRAPHS	BLENDS	R-CONTROLLED
	(consonant – vowel – consonant)	(consonant – vowel – consonant – consonant)	(sh, ph, wh)	(fl, bl, st)	(ar, er, ir)
can't	**bat**	**milk**	**rash**	**flat**	**car**

VOWEL TEAMS	CVCe	SHORT VOWEL SUFFIX	CVCCVC	PREFIX	LONG VOWEL SUFFIX
(ai, ee, oe)	(consonant – vowel – consonant – e)	(ful, less, ing)	(consonant – vowel – consonant – consonant – vowel – consonant)	(pre, un, mis)	(est, tion)
paid	**mine**	**kissing**	**rabbit**	**unhappy**	**motion**

4As Process for Supplemental Instruction

4As	Steps
Assess	**Step 1:** Identify students at risk for reading difficulties using a Universal Screener
Assess and Analyze	**Step 2:** Diagnose specific strengths and areas in need of improvement
Act	**Step 3:** Plan for Tier 2 or 3 support
Analyze and Adjust	**Step 4:** Monitor Progress

Mathematics

Vision: An excellent mathematics program that infuses daily opportunities for meaningful learning and ensures a deep understanding of mathematics for all learners.

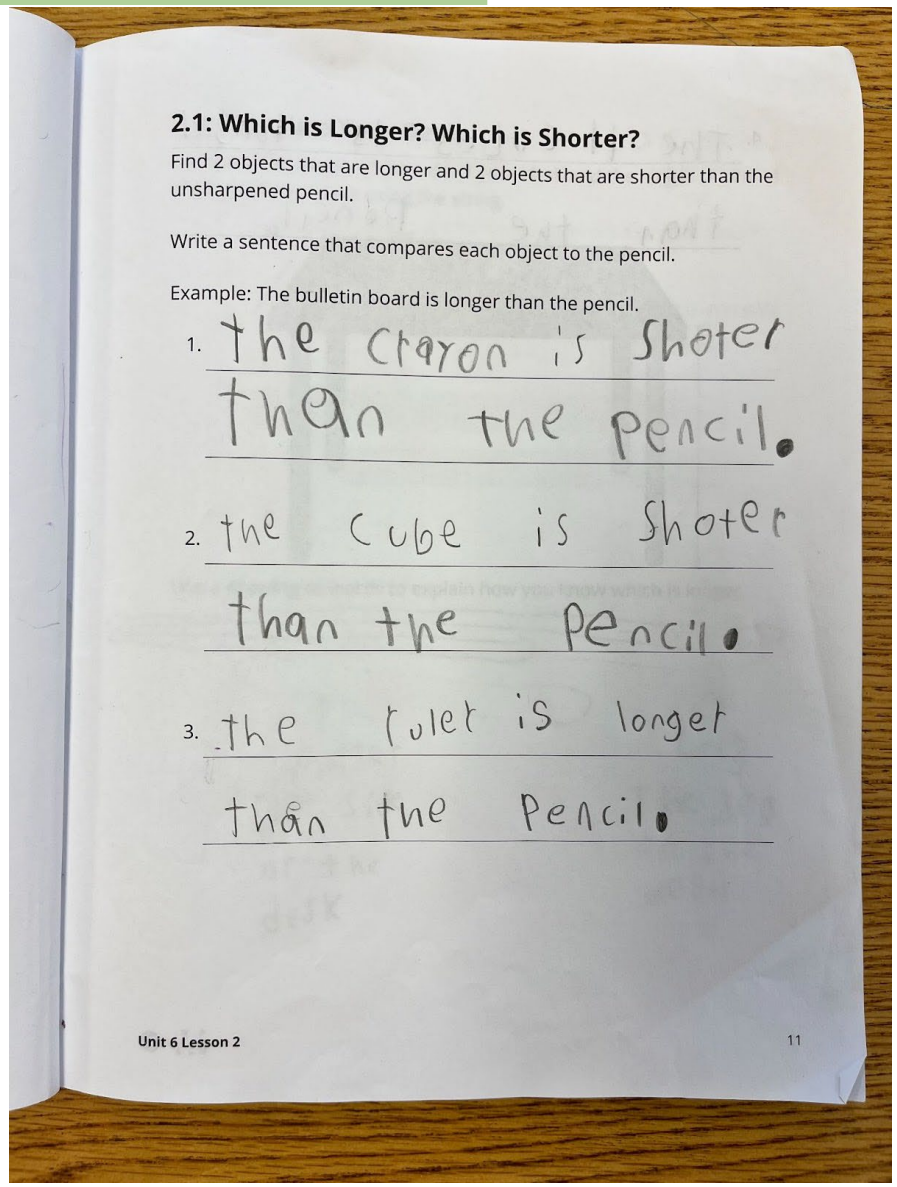
Goals:
Tier 1 Instruction: Improve math proficiency for all students by providing excellent initial instruction; a guaranteed tier 1 math classroom experience that is planned and implemented through components of acceleration (teacher-student relationships, teacher clarity, feedback, scaffolds), while using the formative assessment process to ensure students reach the desired results.

Tier 2 Instruction: Improve academic performance of those student who need additional support, including special education, EL, and FARM. All students will be provided a guaranteed tier 2, systematic response of targeted, supplemental instruction when demonstrating a struggle with the mathematical content or practices.

90-Minute Math Block Structure Grades K-Algebra

60 minutes Whole Group

- Launch into Learning
- 2-3 Activities connected to the Learning Goal
- Lesson Synthesis



2.1: Which is Longer? Which is Shorter?

Find 2 objects that are longer and 2 objects that are shorter than the unsharpened pencil.

Write a sentence that compares each object to the pencil.

Example: The bulletin board is longer than the pencil.

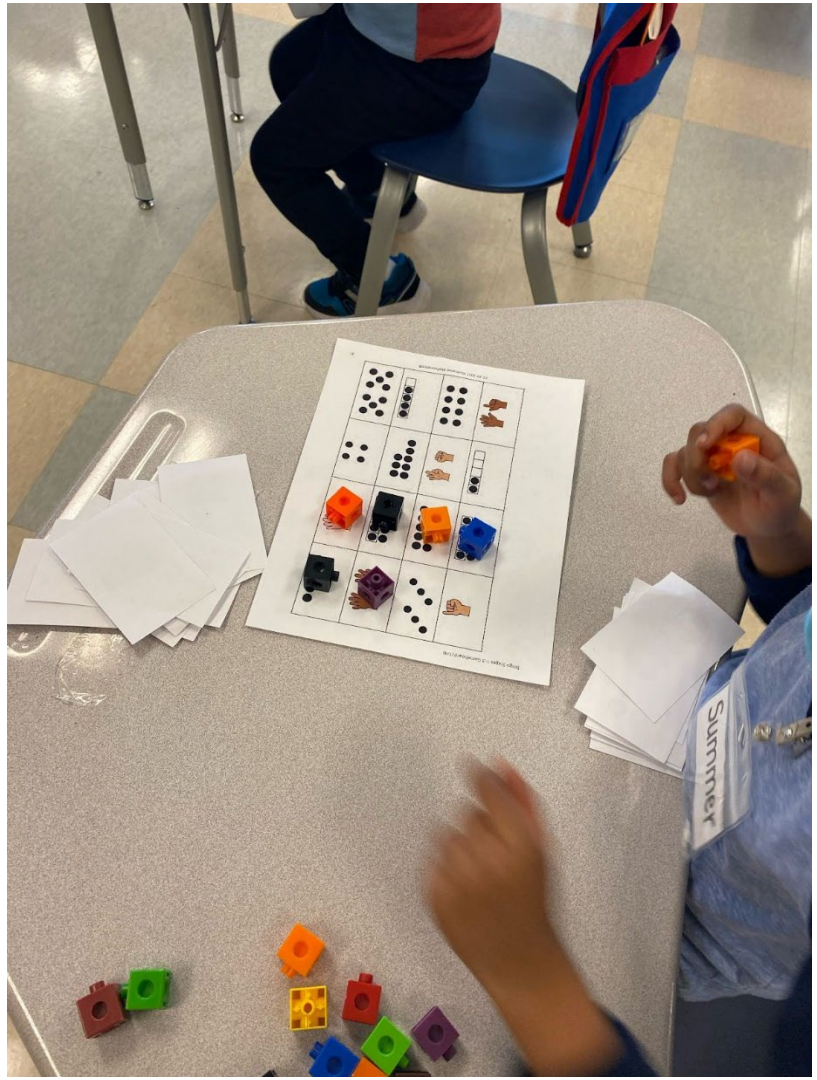
1. the craron is Shoter than the pencil.
2. the Cube is Shoter than the pencil.
3. the rulet is longer than the pencil.

Unit 6 Lesson 2 11

90-Minute Math Block Structure Grades K-Algebra

30-minute Small Group Instruction to address individual needs

	Group 1 Alyssa-John Tomas-Julia	Group 2 Suzee-Laura Juan-Daisy	Group 3 Antonia-Grant Mario-Livie Bailey-Neveah Luca-Oliver Sam-Lucy-Bryn
10:00-10:15	**Time with Teacher**	**Five in a Row**	**Practice Problems**
10:15-10:30	**Capture the Square**	**Time with Teacher**	**Check it Off**



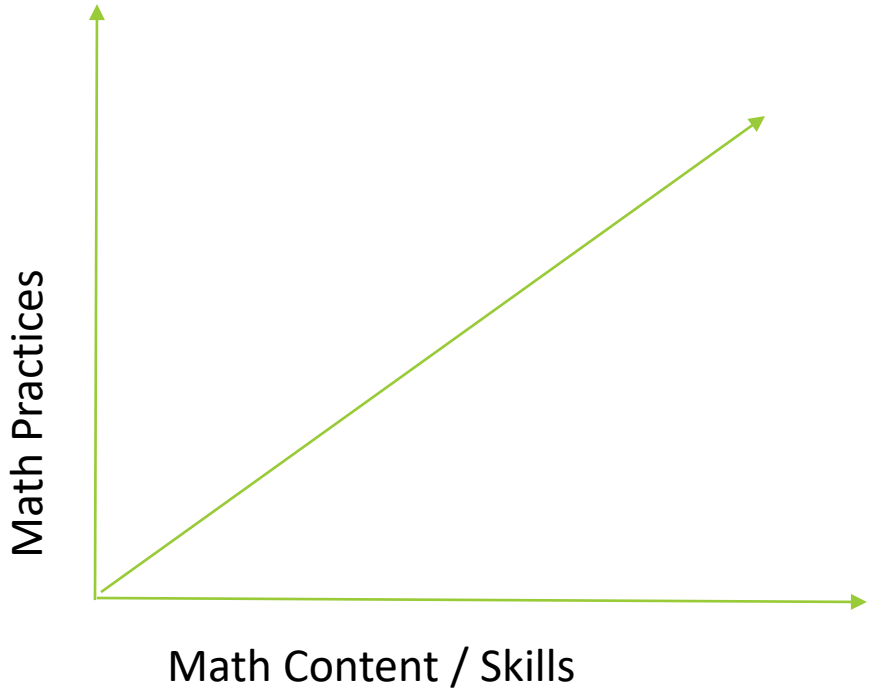
4As Process for Supplemental Instruction

4As	Steps
Assess	**Step 1:** Identify students at risk for math difficulties using a Universal Screener
Assess and Analyze	**Step 2:** Diagnose specific strengths and areas in need of improvement
Act	**Step 3:** Plan for Tier 2 or 3 support
Analyze and Adjust	**Step 4:** Monitor Progress

Driving Focus

- Math Content / Skills

- Math Practices: Reasoning & Modeling



Questions?