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BOARD OF COUNTY COMMISSIONERS
February 26, 2019
OPEN SESSION AGENDA

- 12:00 P.M. ANNUAL WASHINGTON COUNTY MUSEUM OF FINE ARTS - CITY AND COUNTY LUNCHEON
Location: 401 Museum Drive, Hagerstown – Kaylor Atrium
- 01:30 P.M. DEPART FOR 100 WEST WASHINGTON STREET, SUITE 1113, HAGERSTOWN
- 02:00 P.M. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President Jeffrey A. Cline*
APPROVAL OF MINUTES – February 12, 2019
- 02:05 P.M. JOINT MEETING WASHINGTON COUNTY BOARD OF EDUCATION
- Washington County Board of Education’s Draft FY2020 General Fund Operating Budget – *Board of Education members and staff*
 - County Funding to Board of Education - *Rob Slocum, County Administrator, and Sara Greaves, Chief Financial Officer*
- 03:05 P.M. CLOSED SESSION
(To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; to consult with counsel to obtain legal advice on a legal matter; to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State)
- 04:30 P.M. RECESS
- 06:00 P.M. RECONVENE IN OPEN SESSION
- 06:05 P.M. COMMISSIONERS’ REPORTS AND COMMENTS
- 06:15 P.M. REPORTS FROM COUNTY STAFF
- 06:20 P.M. CITIZENS PARTICIPATION
- 06:30 P.M. EMERGENCY SERVICES OVERVIEW UPDATE – *R. David Hays, Director, Division of Emergency Services, Robert Moncrief, President, Washington County Volunteer Fire and Rescue Association*
- 06:50 P.M. PRESENTATION OF PROCLAMATION ANNOUNCING FEBRUARY 16-23, 2019 AS FUTURE FARMERS OF AMERICA (FFA) Week– *Board of County Commissioners,*

Leslie Hart, Agricultural Business Specialist, Department of Business Development and Susan Small, Director, Department of Business Development

- 07:05 P.M. PRESENTATION OF PROCLAMATION ANNOUNCING FEBRUARY 2019 AS BLACK HISTORY MONTH – *Board of County Commissioners*
- 07:10 P.M. PRESENTATION OF THE 2020-2029 CAPITAL BUDGET – DRAFT 1 (part 2) – *Sara Greaves, Chief Financial Officer*
- 07:25 P.M. SEX OFFENDER COMPLIANCE AND MARYLAND GRANT – APPROVAL TO SUBMIT APPLICATION AND ACCEPT AWARDED FUNDING – *Stephanie Lapole, Senior Grant Manager, Office of Grant Management, and Cody Miller, Quartermaster / Grants Manager, Washington County Sheriff's Office*
- 07:30 P.M. PLANNING ASSISTANCE TO STATES PROGRAM GRANT PHASE 4 – APPROVAL TO ACCEPT AWARD FUNDING – *Stephanie Lapole, Senior Grant Manager, Office of Grant Management, and Dan DiVito, Director, Division of Environmental Management*
- 07:35 P.M. RESOLUTION FOR BLAIR MATERIALS, INC. – *Susan Small, Director, Department of Business Development*
- 07:40 P.M. REQUEST FOR ADMINISTRATIVE LEAVE FOR COUNTY EMPLOYEES WORKING AS ELECTION JUDGES – *Kaye Robucci, Director, Washington County Board of Elections and Barry Jackson, Deputy Director II, Washington County Board of Elections*
- 07:45 P.M. MARYLAND GENERAL ASSEMBLY LEGISLATION REQUIRING MULTIPLE EARLY VOTING SITES – *Kaye Robucci, Director, Washington County Board of Elections and Barry Jackson, Deputy Director II, Washington County Board of Elections*
- 07:55 P.M. COMBINED ELECTION BOARD FACILITY - *Kaye Robucci, Director, Washington County Board of Elections and Barry Jackson, Deputy Director II, Washington County Board of Elections*
- 08:05 P.M. PROPOSED BUILDING CODE REVIEW COMMITTEE – *Richard Eichelberger, Director / Code Official, Division of Construction, Frank Quillen, Chief Plans Examiner / Deputy Code Official, Division of Construction, and Ashley Holloway, Director, Division of Plan Review and Permitting*
- 08:10 P.M. CASCADE TOWN CENTRE (CTC) DEVELOPMENT PLAN 2019 - *JG Business Link Internatinal*
- 08:20 P.M. ADJOURNMENT



Agenda Report Form

Open Session Item

SUBJECT: WASHINGTON COUNTY MUSEUM OF FINE ARTS – City and County Luncheon:
Kaylor Atrium (noon-1:30PM)

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Washington County Museum of Fine Arts

RECOMMENDED MOTION: None

REPORT-IN-BRIEF: Annual City/County Luncheon and tour (if time permits) hosted by Trustees of the Washington County Museum of Fine Arts, provides an opportunity to acknowledge and thank the City and County Leaders and Staff for their partnership and ongoing support of the Museum. Lunch will be followed by a brief update on the Museum's accomplishments during the past year, future events and goals.

DISCUSSION: Questions and Answer will take place as needed

FISCAL IMPACT: None

CONCURRENCES: None

ALTERNATIVES: None

ATTACHMENTS: None

AUDIO/VISUAL NEEDS: None



Agenda Report Form

Open Session Item

SUBJECT: Discussion on Washington County Board of Education's (BOE) Draft FY2020 General Fund Operating Budget

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Members of the Washington County Board of Education and Staff

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: The BOE and staff will present the Draft FY2020 General Fund Operating Budget to the Washington County Commissioners. The adoption of the draft budget and presentation were preceded by a work session with the Board of County Commissioners on December 18, 2018, where the BOE discussed the challenges of meeting the needs of a diverse student population.

DISCUSSION: The BOE's budget includes initiatives to increase student readiness to learn in kindergarten by expanding the number of pre-kindergarten programs and increases services to English Learners by adding three teachers to serve a growing population. The budget also addresses the need to increase the number paraprofessionals and counselors/social workers to meet the changing needs of Washington County's student population. Additionally, the budget provides funding to support the growth in technology, increases in compensation to employees including increases in health care costs, and provides additional funding to cover Other Post-Employment Benefits (OPEB) liabilities.

FISCAL IMPACT: The BOE's FY2020 Draft General Fund Budget is valued at \$286,576,064, with \$102,370,353 requested in county funding. The BOE is requesting \$3,839,593 in funding above the FY2019 level, \$2,451,010 as a result of the county being identified as a "low effort" county per COMAR 13A.02.05.05, and \$1,878,963 above maintenance of effort.

CONCURRENCES: The BOE held a work session on the FY2020 Draft General Fund Operating Budget on December 18, 2018. A review was conducted by the Budget Advocacy and Review Committee and a report will be presented to the BOE on March 5, 2019, during the public hearing.

ALTERNATIVES: None

ATTACHMENTS: FY2020 BOE Draft General Fund Budget

AUDIO/VISUAL NEEDS: None

**FY2020 Board of Education's Draft General Fund Budget
Summary of Changes from FY2019 Budgeted Revenues & Expenditures**

			Amount	Cumulative Amount	Page #	Item #
I.		ANTICIPATED INCREMENTAL GENERAL FUND REVENUE		\$9,842,169		
	1	- Local Revenue - Base County Maintenance of Effort Requirement (based on -109.00 FTE)	(\$490,380)	\$3,839,593	1	
	2	- Local Revenue - Additional MOE Requirement due to being identified as a "Low Effort" County	\$2,451,010		1	
	3	- Local Revenue - Additional Funding Request to the County	\$1,878,963		1	
	4	- State Revenue (Based on 1/18/19 Preliminary Draft of State Aid from MSDE)	\$5,925,576	\$5,925,576	1	
	5	- Other Revenue - Tuition Non-Resident Students	\$10,000	\$77,000	1	
	6	- Other Revenue - Other Tuition	(\$8,000)		1	
	7	- Other Revenue - Interest Income	\$75,000		1	
II.		POSITION CHANGES FOR FY2020 BUDGET		\$4,665,930		
	A.	Positions from New Initiatives Added During FY2019 -		\$810,502		
	1	- 0.2 - School Clerical (increased from .5 to .7 FTE at Tech High)	\$5,970		3	17
	2	- 10.0 - Elementary Paraprofessional Positions to Address Student Needs	\$205,000		8	18
	3	- 8.0 - Special Ed Paraprofessional Positions to Address Student Needs	\$164,000		17	7
	4	- 4.0 - Bus Driver Positions Added to Absorb Previous Contractor Routes	\$76,000		24	6
	5	- Social Security & Workers Compensation Adjustment for new positions	\$42,127		32	2, 3
	6	- Medical Insurance Adjustment for new positions	\$317,405		32	4
	B.	New Positions for FY2020 -		\$3,956,267		
	1	- 0.5 - Testing - Clerical Position	\$20,000		6	2
	2	- 20.0 - Pre-K Teacher Positions	\$1,000,000		7	1
	3	- 3.0 - Contingency Teacher Positions	\$150,000		7	16
	4	- 21.0 - Pre-K Paraprofessional Positions	\$430,500		8	20
	5	- 3.0 - EL Teacher Positions	\$150,000		10	4
	6	- 10.0 - School Counselor/Social Worker Positions	\$500,000		15	1
	7	- 3.0 - Technology Professional Positions	\$300,000		27, 41	1
	8	- Social Security & Workers Compensation Adjustment for new positions	\$205,580		32	2, 3
	9	- Medical Insurance Adjustment for new positions	\$1,200,187		32	4
	C.	Savings from Position Eliminations and Redeployments -		(\$100,840)		
	1	- 1.0 - Elementary AP Position Now Charged to Title I Grant	(\$75,000)		3	6
	2	- Social Security & Workers Compensation Adjustment for position savings	(\$6,002)		32	2, 3
	3	- Medical Insurance Adjustment for position savings	(\$19,838)		32	4
III.	A.	Other Needs		\$902,500		
	1	- Technology - Instructional Software Licenses	\$75,000		8	56
	2	- Technology - Service Contracts	\$155,000		27	6
	3	- Technology - Infrastructure Equipment	\$385,000		27	14
	4	- School Resource Officers (2 more Deputies)	\$207,500		28	7
	5	- Pre-K Classroom Materials & Setup	\$80,000		8	61
IV.	A.	COMPENSATION & BENEFITS FOR WCPS EMPLOYEES		\$5,020,021		
	1	- Increase the Standard Daily Instructional Substitute Rate by \$10/Day	\$270,440		Throughout	
	2	- Increase the Home & Hospital Teaching Rate from \$25 to \$30/Hour	\$60,000		7	14
	3	- Adjustments Required to FY19 Budget to Reflect Actual FY19 Salary Cost	(\$1,961,689)		Throughout	
	4	- Expected Increase in Pension System Rates and Administration Fees	\$63,000		32	1
	5	- Social Security & Workers Compensation Adjustment for wage related changes in this section	(\$112,885)		32	2, 3
	6	- Health Insurance Premium Increase (assuming 3%)	\$1,137,751		32	4
	7	- Increase the Annual OPEB Contribution	\$1,500,000		32	5
	8	- Resource Pool	\$4,063,404		32	19
V.	A.	BUDGET ADJUSTMENTS BY PROGRAM		(\$746,281)		
		- School Principals and School Staff		(\$33,000)		
	1	- School Principals - Computer Software (redeployed to Professional Development)	(\$33,000)		4	29

**FY2020 Board of Education's Draft General Fund Budget
Summary of Changes from FY2019 Budgeted Revenues & Expenditures**

			Amount	Cumulative Amount	Page #	Item #
		- Office of Instructional Supervision		\$20,000		
	2	- Instructional Supervision - Move .5 Clerical from charging Student Services to Instructional Supervision	\$20,000		5	5
		- Testing and Accountability Programs		(\$136,000)		
	3	- Testing - Temporary Employment	(\$3,500)		6	3
	4	- Testing - Additional Wages	\$3,500		6	4
	5	- Testing - Research Consultants (redeployed to Data Processing)	(\$45,000)		6	5
	6	- Testing - Testing Services	(\$5,000)		6	6
	7	- Testing - Contracted Services	(\$10,000)		6	7
	8	- Testing - Testing Materials	(\$71,000)		6	9
	9	- Testing - G&T Screening Exams	(\$10,000)		6	10
	10	- Testing - AP Exams	\$5,000		6	11
		- Classroom Instructional Programs		\$64,500		
	11	- Classroom Instruction - Home & Hospital Teaching	\$75,000		7	14
	12	- Classroom Instruction - Evening High School - Add'l Pay	\$25,000		7	15
	13	- Classroom Instruction - Adult Correctional Facility Instruction	\$32,500		8	17
	14	- Classroom Instruction - Summer/Additional Employment	\$20,000		8	27
	15	- Classroom Instruction - Additional Pay - Dropout Intervention	(\$5,000)		8	34
	16	- Classroom Instruction - Additional Pay - Upward Bound Tutoring	(\$5,000)		8	35
	17	- Classroom Instruction - Contracted Athletic Trainer Services	(\$15,000)		8	47
	18	- Classroom Instruction - Contracted Interpreters	(\$15,000)		8	50
	19	- Classroom Instruction - Contracted Home and Hospital Services	\$5,000		8	52
	20	- Classroom Instruction - Non-Renewal of Instructional Contracted Services	(\$75,000)		8	53
	21	- Classroom Instruction - Computer Software (Add'l student devices on network)	\$25,000		8	56
	22	- Classroom Instruction - Mileage - Traveling Teachers and Home Instruction	\$17,000		9	73,74
	23	- Classroom Instruction - Tuition to other MD LEA's	(\$20,000)		9	84
		- Targeted Instructional Programs		\$2,500		
	24	- Targeted Instruction - Travel - ELL Teacher Mileage	\$2,500		10	10
		- Career Technology Programs		\$35,000		
	25	- Career Technology - Small Computer Equipment	(\$35,000)		11	15
	26	- Career Technology - Equipment	\$70,000		11	20
		- Gifted and Talented Programs		(\$92,500)		
	27	- Gifted & Talented - Materials - G&T and STEM	(\$75,000)		12	12,13
	28	- Gifted & Talented - Magnet Program Materials	(\$30,000)		12	14,15
	29	- Gifted & Talented - Subscriptions & Dues (IB related fees)	\$30,000		12	17
	30	- Gifted & Talented - Equipment - G&T and STEM	(\$17,500)		12	18,19
		- School Library Programs		(\$13,840)		
	31	- School Library - Instructional Substitutes	(\$13,840)		13	3
		- Professional Development		\$103,000		
	32	- Professional Development - Additional Pay - Instructional ESP Professional Development	(\$5,000)		14	2
	33	- Professional Development - Workshop Pay - G&T (Mandatory AP/IB & GATE Training)	\$75,000		14	5
	34	- Professional Development - Software Maintenance Contracts (redeployed from School Principals & Staff)	\$33,000		14	8
		- Psychological Services Programs		(\$7,000)		
	35	- Psychological Services - Add'l Pay Lines	(\$2,500)		16	2
	36	- Psychological Services - Small Equipment/Supplies & Software	(\$3,000)		16	5,6
	37	- Psychological Services - Equipment	(\$1,500)		16	9
		- Special Education Programs in WCPS		\$29,000		
	38	- Special Ed - Add'l Pay Lines	\$95,000		17	10,11
	39	- Special Ed - Instructional Substitutes	\$56,000		17	12
	40	- Special Ed - Contracted Services - Consultants (training on new legal requirements)	\$20,000		17	15
	41	- Special Ed - Supplies & Materials (several line items)	(\$142,000)		17	19-26
		- Special Education Programs in Private/Contracted Centers		\$264,899		
	42	- Special Ed - Private/Contracted Centers - Residential & Day Placements	\$264,899		18	1 & 2
		- Supervision of Special Education Programs		(\$1,000)		
	43	- Special Ed Supervision - Office Supplies	(\$1,000)		21	7
		- Student Services Programs		(\$21,000)		
	44	- Student Services - Move .5 Clerical from charging Student Services to Instructional Supervision	(\$20,000)		22	3
	45	- Student Services - Instructional Substitutes	(\$1,000)		22	5
		- Student Health Programs		\$8,000		

**FY2020 Board of Education's Draft General Fund Budget
Summary of Changes from FY2019 Budgeted Revenues & Expenditures**

			Amount	Cumulative Amount	Page #	Item #
		46	- Student Health - Redeployed 1.0 LPN Nurse Position for a 1.0 Health Parapro	(\$8,000)		23 4,5
		47	- Student Health - Meritus School Nursing Contract Increase	\$16,000		23 12
		48	- Student Health - Medical Supplies	(\$2,000)		23 17
		49	- Student Health - Travel (mileage reimbursement)	(\$1,000)		23 18
		50	- Student Health - Equipment	\$3,000		23 19
			- Student Transportation Programs		(\$147,252)	
		51	- Student Transportation - Contracted Services	(\$135,500)		24 15-20
		52	- Student Transportation - Supplies & Materials	\$37,650		24 22-28
		53	- Student Transportation - Vehicle Fuel (absorbed contractor routes)	\$25,000		25 32
		54	- Student Transportation - Operations Credit	(\$70,000)		25 33
		55	- Buses Needed in Replacement Cycle (FY19 - 12-Reg. & 3-Lift to FY20 - 13-Reg. & 2-Lift - change in mix)	(\$4,402)		25 42
			- Facilities Operations Programs		(\$10,000)	
		56	- Facilities Operations - Redeploy Contracted Equipment Repair - CTE to CTE Equipment	(\$10,000)		26 14
		57	- Facilities Operations - Contracted Services - Equipment Repair & Mowing contracts	(\$18,500)		26 15-20
		58	- Facilities Operations - Supplies and Materials - Operational Supplies	\$75,000		26 23
		59	- Facilities Operations - Other Charges - Vehicle Fuel & Building Insurance	\$18,500		26 26,27
		60	- Facilities Operations - Utilities Adjustment to recent experience	(\$75,000)		26 30-32
			- Technology Support & Maintenance		\$15,000	
		61	- Tech. Support & Maint. - Equipment (redeployed from Data Processing)	\$15,000		27 14
			- Safety/Security and Risk Management Programs		\$86,500	
		62	- Safety/Security - School Resource Officer Increase (HPD to start charging salary of 10 yr. veteran officer)	\$82,500		28 7
		63	- Safety/Security - Travel (mileage for crossing guards)	\$4,000		28 15
			- Food Services Program		\$10,000	
		64	- Food Services Transfer - Cover the Summer School Meals Not Covered by Federal Programs	\$10,000		31 2
			- Employee Benefit Program		(\$959,838)	
		65	- Employee Benefits - Social Security & Workers Compensation Adjustment for other salary adjustments	\$30,162		32 2, 3
		66	- Employee Benefits - Medical Insurance Adjustment for change in subscriber coverage mix	(\$1,000,000)		32 4
		67	- Employee Benefits - Unemployment Compensation	(\$40,000)		32 8
		68	- Employee Benefits - Sick Leave Pay Outs	\$40,000		32 9,10
		69	- Employee Benefits - General Liability Insurance	\$10,000		32 17
			- Elected Board Member Services		\$11,250	
		70	- Elected Board Member Services - Increase in Board Member Salaries for 3 Newly Elected in Fall 2018	\$6,250		33 1
		71	- Elected Board Member Services - Dues & Subscriptions	\$5,000		33 13-14
			- Purchasing Services		(\$1,000)	
		72	- Purchasing Services - Advertising	(\$1,000)		36 7
			- Printing Services		(\$1,000)	
		73	- Printing Services - Office Supplies	(\$1,000)		37 9
			- Employee Benefits Administration		(\$2,500)	
		74	- Employee Benefits Administration - Temporary Employment	(\$2,500)		40 3
			- Data and Information Processing Services		\$30,000	
		75	- Data Processing - Maintenance Contracts & Software (redeployed from Testing)	\$45,000		41 6, 8
		76	- Data Processing - Redeploy Equipment to Technology Support & Maintenance	(\$15,000)		41 11
			Anticipated Surplus / (Shortfall) Based on Projected Revenue & Expenditure Changes		\$0	

Revenue - Unrestricted

	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>
Local Revenue							
County Appropriation	90,002,270	94,844,030	97,053,410	98,530,760	102,370,353	3,839,593	3.90%
County Apprpr. for Teacher Pension Transfer	4,841,760	0	0	0	0	0	0.00%
	94,844,030	94,844,030	97,053,410	98,530,760	102,370,353	3,839,593	3.90%
State Revenue							
Current Expense/Foundation Program	98,673,085	100,353,773	103,361,359	105,522,716	108,977,320	3,454,604	3.27%
Guaranteed Tax Base	4,943,541	5,631,644	6,591,100	7,076,213	7,643,980	567,767	8.02%
Quality Teacher Incentive	217,000	26,000	36,000	0	0	0	0.00%
Limited English Proficiency	1,973,738	1,870,551	1,934,895	2,429,251	2,876,526	447,275	18.41%
State Compensatory Aid	42,858,521	42,914,397	44,798,736	45,484,419	45,732,790	248,371	0.55%
Students with Disabilities - Formula	7,158,847	7,327,501	7,729,274	8,125,082	8,818,243	693,161	8.53%
Students w/Disabilities-Nonpublic	1,050,468	1,195,866	1,140,666	1,150,000	1,150,000	0	0.00%
Student Transportation - Regular	6,639,227	6,705,619	6,827,000	6,904,669	7,390,067	485,398	7.03%
Student Transportation - Special Ed.	462,000	511,000	550,000	516,000	545,000	29,000	5.62%
Out-Of-County, Schools Near Co. Lines	12,859	12,881	1,724	19,320	19,320	0	0.00%
SB #190 - Teacher Pension Contribution	0	0	0	0	0	0	0.00%
	163,989,286	166,549,232	172,970,754	177,227,670	183,153,246	5,925,576	3.34%
Federal Revenue							
Impact Aid	27,902	25,728	26,921	30,000	30,000	0	0.00%
Other Revenue							
Tuition - Non-Resident Students	85,340	68,958	144,320	85,000	95,000	10,000	11.76%
Tuition - Summer School	0	0	0	0	0	0	0.00%
Other Tuition	490	420	670	8,500	500	(8,000)	-94.12%
Technology Fees	0	133,653	152,115	150,000	150,000	0	0.00%
Interest Income	207,262	222,461	283,851	150,000	225,000	75,000	50.00%
Rental - School Facilities	35,455	42,169	60,729	50,000	50,000	0	0.00%
Miscellaneous	20,841	36,414	15,400	56,965	56,965	0	0.00%
Recovery of Costs	164,856	225,753	536,092	165,000	165,000	0	0.00%
	514,244	729,827	1,193,177	665,465	742,465	77,000	11.57%
Other Resources							
Transfers In - Maryland LEAs	187,655	214,359	206,212	220,000	220,000	0	0.00%
Sale of Assets	67,703	69,862	74,670	60,000	60,000	0	0.00%
	255,358	284,221	280,882	280,000	280,000	0	0.00%
Total Revenue	259,630,819	262,433,039	271,525,144	276,733,895	286,576,064	9,842,169	3.56%

Anticipated Surplus / (Shortfall) Based on Current Preliminary Revenue & Expense Projections for FY2020	0
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Summary of Unrestricted Expenditures

	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./ (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>
Instructional Programs							
School Principals & School Staff	13,320,798	13,517,698	13,310,431	13,344,580	13,071,568	(273,012)	-2.05%
Office of Instructional Supervision	3,822,840	3,719,295	3,639,290	3,999,243	4,013,132	13,889	0.35%
Testing & Accountability Programs	796,898	815,744	766,221	866,866	750,866	(116,000)	-13.38%
Classroom Instructional Programs	86,477,831	86,954,606	91,451,132	90,427,652	91,591,744	1,164,093	1.29%
Targeted Instructional Programs	4,274,850	4,412,927	4,615,403	4,969,656	5,103,062	133,406	2.68%
Career Technology Programs	4,908,364	5,148,611	5,092,692	5,034,596	4,990,322	(44,274)	-0.88%
Gifted and Talented Programs	4,190,087	3,998,611	3,702,784	3,814,139	3,723,273	(90,866)	-2.38%
School Library Programs	3,216,067	3,104,734	3,172,499	3,184,634	3,082,959	(101,675)	-3.19%
Professional Development	1,160,164	1,165,452	977,225	1,172,003	1,280,838	108,835	9.29%
School Counseling Programs	3,741,527	3,828,006	3,891,113	4,063,285	4,507,206	443,921	10.93%
Psychological Services Programs	727,469	726,725	700,580	753,815	746,815	(7,000)	-0.93%
Sp. Ed. Programs in WCPS	17,069,930	17,166,920	17,899,633	18,149,587	18,181,609	32,023	0.18%
Sp. Ed. Prog. In Private/Contr. Centers	3,841,051	4,181,873	3,988,509	3,735,101	4,000,000	264,899	7.09%
Sp. Ed. Staff Development Program	44,241	44,834	70,927	47,100	47,500	400	0.85%
Admin. & School Staff in Local Sp. Ed. Centers	236,335	223,784	229,592	245,586	245,586	0	0.00%
Supervision of Sp. Ed. Programs	1,147,737	1,069,446	1,060,735	1,067,228	1,066,228	(1,000)	-0.09%
Total - Instructional Programs	148,976,190	150,079,266	154,568,766	154,875,071	156,402,709	1,527,639	0.99%
Student/Staff Support Programs							
Student Services Programs	1,510,754	1,601,892	1,583,898	1,868,716	1,849,057	(19,659)	-1.05%
Student Health Programs	3,910,385	3,754,514	3,913,080	4,215,290	4,213,142	(2,148)	-0.05%
Student Transportation Programs	11,583,291	11,166,108	11,955,688	12,105,312	11,915,034	(190,278)	-1.57%
Facilities Operations Programs	15,241,462	15,356,257	15,640,431	16,140,834	16,089,277	(51,557)	-0.32%
Technology Support & Maintenance	2,935,309	3,256,687	4,034,857	3,787,448	4,418,448	631,001	16.66%
Safety/Security & Risk Mgmt. Programs	1,507,334	1,510,177	1,715,511	1,519,955	1,814,809	294,854	19.40%
Facilities Maintenance Programs	10,541,177	11,186,105	8,076,457	8,103,821	8,074,118	(29,703)	-0.37%
Facilities Capital Outlay	1,118,710	476,944	401,811	460,941	464,792	3,851	0.84%
Food Services Program	17,666	12,365	97,540	20,000	30,000	10,000	50.00%
Employee Benefit Program	54,393,718	56,112,160	63,553,775	67,660,432	75,091,323	7,430,891	10.98%
Total - Student/Staff Support Programs	102,759,807	104,433,208	110,973,048	115,882,747	123,960,000	8,077,253	6.97%
Administrative Services							
Elected Board Member Services	531,397	630,427	541,011	663,950	708,266	44,316	6.67%
Executive Leadership Team	586,119	539,878	721,948	748,666	748,666	0	0.00%
Financial Services	518,261	849,152	617,324	643,476	635,343	(8,133)	-1.26%
Purchasing Services	303,335	289,271	287,939	302,714	301,714	(1,000)	-0.33%
Printing Services	836,257	811,809	810,320	814,499	796,333	(18,167)	-2.23%
Comm. Relations & Public Engagement Serv.	584,111	368,165	362,832	340,821	340,821	0	0.00%
Human Resources Services	1,036,535	975,537	984,455	1,019,678	1,012,440	(7,238)	-0.71%
Employee Benefits Administration	168,375	193,380	189,190	198,596	196,096	(2,500)	-1.26%
Data & Information Processing Serv.	1,033,336	959,792	1,186,663	1,243,676	1,473,676	230,000	18.49%
Total - Administrative Services	5,597,725	5,617,410	5,701,682	5,976,077	6,213,355	237,278	3.97%
Total Expenditures	257,333,722	260,129,884	271,243,496	276,733,895	286,576,064	9,842,169	3.56%

School Principals and School Staff

MSDE Category: Mid-Level Administration

MSDE Subcategory: Office Of The Principal

<u>Program Staffing Summary</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>
Principals							
Elementary	27.0	26.0	26.0	26.0	26.0	0.0	0.00%
Middle	7.0	7.0	7.0	7.0	7.0	0.0	0.00%
High	9.0	9.0	9.0	8.0	8.0	0.0	0.00%
Career & Technology Education	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Alternative/Evening High	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Assistant Principals							
Elementary	11.0	12.0	12.0	12.0	11.0	(1.0)	-8.33%
Middle	12.0	13.0	13.0	13.0	13.0	0.0	0.00%
High	16.0	17.0	18.0	18.0	18.0	0.0	0.00%
Career & Technology Education	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Alternative/Evening High	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Head Teacher - Outdoor School	1.0	1.0	0.0	0.0	0.0	0.0	0.00%
Business Managers							
High	0.0	0.0	0.0	0.0	0.0	0.0	0.00%
Administrative Interns	3.0	0.0	0.0	0.0	0.0	0.0	0.00%
Clerical							
Elementary	35.0	34.5	34.0	34.0	34.0	0.0	0.00%
Middle	20.5	20.5	20.5	20.5	20.5	0.0	0.00%
High	30.0	30.0	30.0	30.0	30.0	0.0	0.00%
Career & Technology Education	2.5	2.5	2.5	2.5	2.7	0.2	8.00%
Alternative/Evening High	1.5	1.5	1.5	1.5	1.5	0.0	0.00%
Other School (Outdoor/Children's Village)	1.0	2.0	2.0	2.0	2.0	0.0	0.00%
Total FTE	180.5	180.0	179.5	178.5	177.7	(0.8)	-0.45%

<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Principals								
Elementary	2,790,221	2,719,110	2,692,956	2,796,257	2,695,269	(100,988)	-3.61%	1
Middle	756,073	735,494	726,264	753,273	752,014	(1,259)	-0.17%	2
High	958,039	969,716	969,347	914,355	900,795	(13,560)	-1.48%	3
Career & Technology Education	132,252	135,252	112,490	116,021	116,021	0	0.00%	4
Alternative	141,820	118,942	138,861	120,136	120,136	0	0.00%	5
Assistant Principals								
Elementary	911,183	948,699	866,397	957,141	887,195	(69,946)	-7.31%	6
Middle	958,481	1,057,435	1,023,448	1,055,283	1,045,462	(9,821)	-0.93%	7
High	1,547,547	1,631,866	1,708,326	1,726,242	1,688,359	(37,883)	-2.19%	8
Career & Technology Education	88,080	90,187	90,662	93,437	93,437	0	0.00%	9
Alternative	83,566	86,276	88,627	91,158	91,158	0	0.00%	10
Head Teacher - Outdoor School	86,419	86,853	0	0	0	0	0.00%	11
Business Managers								
High	0	0	0	0	0	0	0.00%	12
Administrative Interns	197,301	0	0	0	0	0	0.00%	13
Clerical								
Elementary	1,522,314	1,491,746	1,557,545	1,617,586	1,605,061	(12,525)	-0.77%	14
Middle	789,544	773,632	794,861	823,455	823,455	0	0.00%	15
High	1,194,381	1,192,707	1,208,678	1,248,881	1,248,881	0	0.00%	16
Career & Technology Education	126,886	130,817	126,645	133,093	139,063	5,970	4.49%	17
Alternative/Evening High	59,370	61,635	63,894	66,205	66,205	0	0.00%	18
Other School (Outdoor/Children's Village)	36,723	49,952	85,612	88,226	88,226	0	0.00%	19
Additional Employment - Clerical	54,963	84,120	77,517	50,000	50,000	0	0.00%	20
Additional Employment - Prof.	0	0	0	0	0	0	0.00%	21
Additional Empl. - Evening High Prin.	0	22,782	1,356	0	0	0	0.00%	22
Instructional Substitutes	0	938	110	0	0	0	0.00%	23
Substitutes - Clerical	42,310	51,968	50,723	45,000	45,000	0	0.00%	24
Turnover Credit	0	0	0	(100,000)	(100,000)	0	0.00%	25
Total	12,477,472	12,440,128	12,384,320	12,595,750	12,355,738	(240,012)	-1.91%	

School Principals and School Staff (Continued)

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Contracted Services								
Consultants	46,600	38,500	0	0	0	0	0.00%	26
Tech. - Service Contracts	35,633	408,246	256,861	0	0	0	0.00%	27
	82,233	446,746	256,861	0	0	0	0.00%	
Supplies and Materials								
Office Supplies	0	7,687	567	3,750	3,750	0	0.00%	28
Computer Software	54,810	1,500	54,886	90,000	57,000	(33,000)	-36.67%	29
Postage - Schools	64,836	69,541	67,097	62,080	62,080	0	0.00%	30
Diplomas	7,076	7,080	8,315	10,000	10,000	0	0.00%	31
Food/Meals	12,442	2,422	1,510	3,000	3,000	0	0.00%	32
	139,165	88,229	132,375	168,830	135,830	(33,000)	-19.55%	
Other Charges								
Travel/Mileage	50,635	65,435	48,870	55,000	55,000	0	0.00%	33
Communications - Schools	571,293	477,160	488,005	525,000	525,000	0	0.00%	34
	621,928	542,595	536,876	580,000	580,000	0	0.00%	
Property								
Equipment	0	0	0	0	0	0	0.00%	35
Program Total	13,320,798	13,517,698	13,310,431	13,344,580	13,071,568	(273,012)	-2.05%	

Office of Instructional Supervision

MSDE Category: Mid-Level Administration

MSDE Subcategory: Instructional Administration and Supervision

<u>Program Staffing Summary</u>	Actual	Actual	Actual	Budget	Budget	Inc./(Decr.)	% Inc. / (Decr.)	
	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>Bud19 vs Bud20</u>	<u>Bud19 vs Bud20</u>	
Professional								
Regular Programs	28.0	27.0	25.0	25.0	25.0	0.0	0.00%	
Career & Technology Programs	2.0	2.0	2.0	2.0	2.0	0.0	0.00%	
Curriculum & Instr. Specialists	2.5	3.5	3.5	4.5	4.5	0.0	0.00%	
Technology Integration Specialists	3.0	3.0	3.0	3.0	3.0	0.0	0.00%	
Clerical and Support								
Regular Programs	10.5	9.5	9.5	9.5	10.0	0.5	5.26%	
Career & Technology Programs	1.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Total FTE	<u>47.0</u>	<u>46.0</u>	<u>44.0</u>	<u>45.0</u>	<u>45.5</u>	<u>0.5</u>	<u>1.11%</u>	
Program Budget								
	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>Bud19 vs Bud20</u>	<u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional								
Regular Programs	2,726,926	2,647,271	2,549,888	2,731,870	2,729,756	(2,114)	-0.08%	1
Career & Technology Programs	190,563	69,725	157,222	162,100	162,100	0	0.00%	2
Curriculum & Instr. Specialists	165,743	223,845	240,903	321,828	322,772	943	0.29%	3
Technology Integration Specialists	239,527	202,666	176,073	219,722	228,355	8,633	3.93%	4
Clerical and Support								
Regular Programs	421,062	429,419	416,649	430,674	454,253	23,579	5.47%	5
Career & Technology Programs	47,408	49,073	51,002	52,549	35,397	(17,152)	-32.64%	6
Temporary Employment	0	56,764	0	0	0	0	0.00%	7
Additional Pay	17,453	18,806	20,786	15,000	15,000	0	0.00%	8
	<u>3,808,683</u>	<u>3,697,569</u>	<u>3,612,523</u>	<u>3,933,743</u>	<u>3,947,632</u>	<u>13,889</u>	<u>0.35%</u>	
Contracted Services								
Consultants	0	0	0	0	0	0	0.00%	9
Other Contracted Services	0	0	0	0	0	0	0.00%	10
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>	
Supplies and Materials								
Office Supplies	7,672	5,827	5,273	5,000	5,000	0	0.00%	11
Small Computer Equipment	835	1,295	1,857	0	0	0	0.00%	12
Food/Meals	0	236	294	500	500	0	0.00%	13
	<u>8,507</u>	<u>7,358</u>	<u>7,423</u>	<u>5,500</u>	<u>5,500</u>	<u>0</u>	<u>0.00%</u>	
Other Charges								
Travel/Prof. Development	5,651	14,369	18,625	60,000	60,000	0	0.00%	14
Subscriptions & Dues	0	0	719	0	0	0	0.00%	15
	<u>5,651</u>	<u>14,369</u>	<u>19,344</u>	<u>60,000</u>	<u>60,000</u>	<u>0</u>	<u>0.00%</u>	
Property								
Equipment	0	0	0	0	0	0	0.00%	16
Program Total	3,822,840	3,719,295	3,639,290	3,999,243	4,013,132	13,889	0.35%	

Testing and Accountability Programs

MSDE Category: Administration

MSDE Subcategory: Planning, Research, Development, and Evaluation Services

<u>Program Staffing Summary</u>	Actual <u>FY16</u>	Actual <u>FY17</u>	Actual <u>FY18</u>	Budget <u>FY19</u>	Budget <u>FY20</u>	Inc./(Decr.) <u>Bud19 vs Bud20</u>	% Inc. / (Decr.) <u>Bud19 vs Bud20</u>	
Professional	3.0	3.0	3.0	3.0	3.0	0.0	0.00%	
Clerical and Support	0.5	0.5	0.5	0.5	1.0	0.5	100.00%	
Total FTE	3.5	3.5	3.5	3.5	4.0	0.5	14.29%	
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<u>Program Budget</u>	Actual <u>FY16</u>	Actual <u>FY17</u>	Actual <u>FY18</u>	Budget <u>FY19</u>	Budget <u>FY20</u>	Inc./(Decr.) <u>Bud19 vs Bud20</u>	% Inc. / (Decr.) <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	257,078	254,463	266,899	273,227	273,227	0	0.00%	1
Clerical and Support	16,150	16,706	17,593	18,138	38,138	20,000	110.26%	2
Temporary Employment	2,025	1,046	0	3,500	0	(3,500)	-100.00%	3
Additional Wages	175	1,063	8,127	1,000	4,500	3,500	350.00%	4
	275,428	273,277	292,619	295,866	315,866	20,000	6.76%	
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Contracted Services								
Research Consultants	66,353	145,015	152,667	120,000	75,000	(45,000)	-37.50%	5
Testing Services	4,134	0	0	5,000	0	(5,000)	-100.00%	6
Contracted Services	22,500	720	7,520	10,000	0	(10,000)	-100.00%	7
	92,987	145,735	160,187	135,000	75,000	(60,000)	-44.44%	
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Supplies and Materials								
Software and Supplies	0	336	2,582	1,000	1,000	0	0.00%	8
Testing Materials	178,700	184,912	112,410	191,000	120,000	(71,000)	-37.17%	9
G&T Screening Exams	50,130	26,021	39,600	50,000	40,000	(10,000)	-20.00%	10
AP Exams/Supplies	80,789	87,886	81,996	90,000	95,000	5,000	5.56%	11
	309,620	299,155	236,588	332,000	256,000	(76,000)	-22.89%	
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Other Charges								
Travel/Professional Dev.	1,226	2,055	1,292	2,000	2,000	0	0.00%	12
PSAT Fees	53,458	46,524	41,301	50,000	50,000	0	0.00%	13
Student Registration Fees	61,732	48,654	33,852	50,000	50,000	0	0.00%	14
Subscriptions & Dues	1,418	344	383	1,000	1,000	0	0.00%	15
	117,834	97,577	76,828	103,000	103,000	0	0.00%	
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Property								
Equipment	1,029	0	0	1,000	1,000	0	0.00%	16
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Program Total	796,898	815,744	766,221	866,866	750,866	(116,000)	-13.38%	

Classroom Instructional Programs

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>
Teachers							
Pre-Kindergarten	14.0	15.5	30.0	39.0	59.0	20.0	51.28%
Elementary							
Regular Classes, Gr. K-5	441.5	442.0	430.0	423.0	423.0	0.0	0.00%
Physical Education	31.5	29.5	30.5	30.5	30.5	0.0	0.00%
Music	27.3	27.3	27.3	27.3	27.3	0.0	0.00%
Instrumental Music	5.5	5.5	5.5	5.5	5.5	0.0	0.00%
Art	24.0	24.0	24.0	24.0	24.0	0.0	0.00%
Intervention	17.5	14.0	10.0	9.0	9.0	0.0	0.00%
Middle	274.5	277.5	282.5	283.5	283.5	0.0	0.00%
High School	332.9	330.9	329.9	330.9	330.9	0.0	0.00%
Behavior Modification	2.5	2.5	2.5	2.0	2.0	0.0	0.00%
Alternative School	19.0	19.0	19.0	19.0	19.0	0.0	0.00%
Outdoor School	3.0	3.0	4.0	4.0	4.0	0.0	0.00%
Family Life	2.0	2.0	2.0	2.0	2.0	0.0	0.00%
Contingency	0.0	0.0	0.0	0.0	3.0	3.0	100.00%
Instructional Assistants							
Instr. Assistants-Regular-Elem.	3.0	3.0	3.0	3.0	13.0	10.0	333.33%
Instr. Assistants-Regular-Second.	4.0	4.0	3.0	3.0	3.0	0.0	0.00%
Instructional Assistants-Pre-K	15.0	15.0	28.5	37.5	58.5	21.0	56.00%
Behavior Modification	8.0	8.0	8.0	8.0	8.0	0.0	0.00%
Middle Sch. Drop-out Prevention	11.0	11.0	9.0	7.0	7.0	0.0	0.00%
High School Drop-out Prevention	8.0	8.0	9.0	9.0	9.0	0.0	0.00%
Instr. Assistants-ISS-Secondary	14.0	13.0	13.0	13.0	13.0	0.0	0.00%
Alternative School	2.0	2.0	2.0	2.0	2.0	0.0	0.00%
IA - Teacher Interns	0.0	0.0	0.0	0.0	0.0	0.0	0.00%
Total FTE	1,260.2	1,256.7	1,272.7	1,282.2	1,336.2	54.0	4.21%

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Teachers								
Pre-Kindergarten	803,513	971,376	1,616,933	2,365,877	3,357,149	991,272	41.90%	1
Elementary								
Regular Classes, Gr. K-5	25,295,613	25,376,608	25,670,862	26,192,281	25,921,222	(271,058)	-1.03%	2
Physical Education	2,045,264	1,887,017	1,993,749	2,040,459	2,012,365	(28,094)	-1.38%	3
Music	1,748,996	1,750,928	1,771,150	1,814,151	1,754,867	(59,285)	-3.27%	4
Instrumental Music	346,895	360,080	361,648	370,627	352,055	(18,572)	-5.01%	5
Art	1,404,417	1,422,318	1,404,747	1,444,142	1,424,476	(19,667)	-1.36%	6
Intervention	1,076,641	871,110	688,461	630,408	605,297	(25,111)	-3.98%	7
Middle	16,404,052	16,638,451	17,321,047	18,125,307	17,838,117	(287,190)	-1.58%	8
High School	19,948,599	20,077,870	20,518,933	21,184,829	20,827,376	(357,453)	-1.69%	9
Behavior Modification	128,849	133,340	131,273	138,881	138,881	0	0.00%	10
Alternative School	1,159,144	1,224,946	1,245,295	1,292,299	1,311,134	18,835	1.46%	11
Outdoor School	213,402	218,857	316,515	323,666	323,666	0	0.00%	12
Family Life	134,483	137,698	144,367	147,978	147,978	0	0.00%	13
Home & Hospital	184,194	272,986	294,019	225,000	360,000	135,000	60.00%	14
Evening High School - Add'l Pay	416,934	403,056	436,669	400,000	425,000	25,000	6.25%	15
Contingency	0	0	0	0	150,000	150,000	100.00%	16

Classroom Instructional Programs (Continued)

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Adult Correctional Facility Instr.	0	15,680	39,013	7,500	40,000	32,500	433.33%	17
Instructional Assistants								
Instr. Assistants-Regular-Elem.	47,913	84,910	90,316	90,392	285,015	194,623	215.31%	18
Instr. Assistants-Regular-Second.	137,568	104,657	84,723	86,583	76,874	(9,709)	-11.21%	19
Instructional Assistants-Pre-K	356,079	401,923	622,487	933,954	1,389,526	455,573	48.78%	20
Behavior Modification	252,145	248,308	258,570	267,298	235,501	(31,797)	-11.90%	21
Middle Sch. Drop-out Prevention	312,451	313,105	280,440	245,011	243,970	(1,041)	-0.42%	22
High School Drop-out Prevention	293,228	297,061	347,556	350,442	350,442	0	0.00%	23
Instr. Assistants-ISS-Secondary	346,819	327,276	335,786	349,278	350,896	1,618	0.46%	24
Alternative School	56,251	45,037	49,236	50,018	50,018	0	0.00%	25
Lunchtime Assistants	490,176	542,342	583,941	571,500	571,500	0	0.00%	26
Summer/Additional Empl.	183,942	152,129	456,727	130,000	150,000	20,000	15.38%	27
Add'l Pay-Elem Planning	659,443	671,224	704,552	740,000	740,000	0	0.00%	28
Add'l Pay-Elem Extended Learning	46,521	52,671	48,902	80,000	80,000	0	0.00%	29
Add'l Pay-Middle Sch. After School Activities	0	0	28,236	55,605	55,605	0	0.00%	30
Add'l Pay-SHS	133,123	150,093	122,147	100,000	100,000	0	0.00%	31
Add'l Pay-Middle Sat./Drop-out	115,534	84,424	88,646	115,000	115,000	0	0.00%	32
Add'l Pay-High Sat./Twilight	112,297	111,400	124,727	125,000	125,000	0	0.00%	33
Add'l Pay-D/O Intervent'n	17,493	31,908	24,336	35,000	30,000	(5,000)	-14.29%	34
Add'l Pay-Upward Bound Tutoring	945	665	0	10,000	5,000	(5,000)	-50.00%	35
SIT Planning Workshop	0	0	122,242	137,260	137,260	0	0.00%	36
Summer School-Elementary	325,706	333,864	379,863	350,000	350,000	0	0.00%	37
Summer School-Middle	44,166	31,808	141,713	155,000	155,000	0	0.00%	38
Summer School-High	216,548	241,067	249,164	200,000	200,000	0	0.00%	39
Instructional Substitutes	1,451,509	1,373,654	1,376,364	1,903,350	2,085,000	181,650	9.54%	40
Extra-Curricular Compensation	858,570	861,400	870,355	865,000	865,000	0	0.00%	41
TIF Incentive	516,640	0	0	0	0	0	0.00%	42
Sick Leave Cash Out	4,200	4,050	0	0	0	0	0.00%	43
Turnover Credit	0	0	0	(2,400,000)	(2,400,000)	0	0.00%	44
	<u>78,290,260</u>	<u>78,227,297</u>	<u>81,345,711</u>	<u>82,249,098</u>	<u>83,336,190</u>	<u>1,087,093</u>	<u>1.32%</u>	
Contracted Services								
Equipment Rental	296,200	270,777	274,749	300,000	300,000	0	0.00%	45
Official Fees	145,000	182,759	159,242	171,000	171,000	0	0.00%	46
Athletic Trainer Services	229,147	213,016	206,311	275,000	260,000	(15,000)	-5.45%	47
Music and Arts	96,398	82,429	93,605	85,000	85,000	0	0.00%	48
Alternative School - Social Work	84,501	84,499	84,500	0	0	0	0.00%	49
Interpreters	69,072	18,776	13,544	40,000	25,000	(15,000)	-37.50%	50
Drop-out Prevention	0	1,740	1,200	0	0	0	0.00%	51
Home and Hospital	25,043	31,237	30,664	25,000	30,000	5,000	20.00%	52
Contracted Services	643,336	774,902	354,997	445,000	370,000	(75,000)	-16.85%	53
	<u>1,588,697</u>	<u>1,660,135</u>	<u>1,218,812</u>	<u>1,341,000</u>	<u>1,241,000</u>	<u>(100,000)</u>	<u>-7.46%</u>	
Supplies and Materials								
Printing Supplies	84,174	62,558	9,079	75,000	75,000	0	0.00%	54
Small Computer Equipment	1,495,008	2,497,308	2,733,997	2,175,000	2,175,000	0	0.00%	55
Computer Software	355,288	398,992	401,662	375,000	475,000	100,000	26.67%	56
Textbooks-School Allocations	7,712	3,192	2,674	2,900	2,900	0	0.00%	57
Textbooks-Supv. - Elementary	29,323	(589)	0	200,000	200,000	0	0.00%	58
Textbooks-Supv. - Secondary	369,732	297,499	1,593,099	315,000	315,000	0	0.00%	59
Instructional Mat'ls-School Alloc.	922,836	1,014,935	993,550	998,052	998,052	0	0.00%	60
Instr. Mat's-Supv. - Elementary	723,866	405,068	811,344	540,000	620,000	80,000	14.81%	61
Instr. Mat's-Supv. - Secondary	670,735	646,664	719,449	536,000	536,000	0	0.00%	62
Instr. Mat's-Outdoor School	5,000	4,014	3,492	5,000	5,000	0	0.00%	63
Instructional Mat'ls-Classroom	178,277	210,086	210,908	210,718	210,718	0	0.00%	64
Summer School Materials-Elem.	26,844	41,754	13,716	50,000	50,000	0	0.00%	65
Summer School Materials-Second.	897	332	378	15,000	15,000	0	0.00%	66
Instr. Mat's-Planetarium	2,446	2,501	2,636	2,500	2,500	0	0.00%	67
Instr. Mat's-Drop-out Prevention	10,069	10,162	10,030	10,000	10,000	0	0.00%	68
Instr. Mat's-Family Life	18,126	17,964	19,050	18,000	18,000	0	0.00%	69
Instr. Mat's-Drop-out Prev.Incentives	2,993	3,212	2,964	3,000	3,000	0	0.00%	70
	<u>4,903,326</u>	<u>5,615,652</u>	<u>7,528,027</u>	<u>5,531,170</u>	<u>5,711,170</u>	<u>180,000</u>	<u>3.25%</u>	

Classroom Instructional Programs (Continued)

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Other Charges								
Travel - Dropout Prevent	3,766	5,918	4,136	5,000	5,000	0	0.00%	71
Travel - Diversity Achieve. Coun.	0	0	0	1,000	1,000	0	0.00%	72
Traveling Teachers	9,095	10,727	8,606	13,000	10,000	(3,000)	-23.08%	73
Mileage - Home Instruction	37,097	45,016	49,893	30,000	50,000	20,000	66.67%	74
SIT Grants	184,536	225,229	102,154	146,375	146,375	0	0.00%	75
School Enrichment Activities	116,812	117,126	85,631	126,500	126,500	0	0.00%	76
Middle School After School Activities	50,500	55,869	12,732	0	0	0	0.00%	77
Interscholastic Athletics	209,440	230,384	230,384	230,384	230,384	0	0.00%	78
Other - Contingency	9,832	8,639	10,538	10,000	10,000	0	0.00%	79
	<u>621,078</u>	<u>698,909</u>	<u>504,073</u>	<u>562,259</u>	<u>579,259</u>	<u>17,000</u>	<u>3.02%</u>	
Property								
Instr. Equip.-School Alloc.	48,119	40,855	40,048	19,125	19,125	0	0.00%	80
Instr. Equip.-Supv. - Elementary	268,287	55,023	35,961	60,000	60,000	0	0.00%	81
Instr. Equip.-Supv. - Secondary	331,418	242,841	426,659	255,000	255,000	0	0.00%	82
Instructional Technology	90,917	42,054	26,629	40,000	40,000	0	0.00%	83
	<u>738,741</u>	<u>380,774</u>	<u>529,297</u>	<u>374,125</u>	<u>374,125</u>	<u>0</u>	<u>0.00%</u>	
Transfers								
Tuition (to other Md. LEA's)	44,112	32,775	48,528	70,000	50,000	(20,000)	-28.57%	84
State Institutions	138,520	208,568	128,603	150,000	150,000	0	0.00%	85
Transfers - Private/Other Institutions	153,097	130,498	148,080	150,000	150,000	0	0.00%	86
	<u>335,729</u>	<u>371,841</u>	<u>325,212</u>	<u>370,000</u>	<u>350,000</u>	<u>(20,000)</u>	<u>-5.41%</u>	
Program Total	86,477,831	86,954,606	91,451,132	90,427,652	91,591,744	1,164,093	1.29%	

Targeted Instructional Programs

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

Program Staffing Summary	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20
Lead Teachers-Elem.	23.0	23.5	23.0	23.0	23.0	0.0	0.00%
Lead Teachers-Second.	21.0	21.0	21.5	21.5	21.5	0.0	0.00%
Family Center	2.5	2.5	2.5	2.5	2.5	0.0	0.00%
EL	16.0	17.0	19.5	23.5	26.5	3.0	12.77%
Microcomputer Resource Instructional Assistants							
Family Center	0.0	0.0	0.0	1.0	1.0	0.0	0.00%
Total FTE	62.5	64.0	66.5	71.5	74.5	3.0	4.20%

Program Budget	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Teachers								
Lead Teachers-Elem.	1,611,312	1,703,759	1,614,678	1,669,653	1,660,523	(9,130)	-0.55%	1
Lead Teachers-Second.	1,483,900	1,447,119	1,569,972	1,603,028	1,563,605	(39,423)	-2.46%	2
Family Center	132,870	140,853	137,605	140,141	152,095	11,954	8.53%	3
EL	965,226	1,048,054	1,222,062	1,447,675	1,610,915	163,240	11.28%	4
Instructional Assistants								
Family Center	0	0	0	21,924	21,924	0	0.00%	5
Summer/Additional Pay	4,560	7,103	6,955	7,500	7,500	0	0.00%	6
Instructional Substitutes	41,015	33,889	33,724	42,735	47,000	4,265	9.98%	7
	4,238,883	4,380,778	4,584,996	4,932,656	5,063,562	130,906	2.65%	
Contracted Services								
EL	19,307	14,904	11,714	20,000	20,000	0	0.00%	8
	19,307	14,904	11,714	20,000	20,000	0	0.00%	
Supplies and Materials								
Instructional Materials								
EL	12,039	11,931	12,026	12,000	12,000	0	0.00%	9
	12,039	11,931	12,026	12,000	12,000	0	0.00%	
Other Charges								
Travel - EL	4,621	5,313	6,669	5,000	7,500	2,500	50.00%	10
	4,621	5,313	6,669	5,000	7,500	2,500	50.00%	
Property								
Equipment								
	0	0	0	0	0	0	0.00%	11
	0	0	0	0	0	0	0.00%	
Program Total	4,274,850	4,412,927	4,615,403	4,969,656	5,103,062	133,406	2.68%	

Career Technology Programs

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

Program Staffing Summary	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20
Teachers							
Family/Consumer Science - High	8.0	8.0	7.0	7.0	7.0	0.0	0.00%
Tech Ed - Middle	7.5	7.5	7.5	7.5	7.5	0.0	0.00%
Tech Ed - High	8.0	8.0	7.0	7.0	7.0	0.0	0.00%
Agriculture	7.6	6.6	6.6	6.6	6.6	0.0	0.00%
Coop. Vocational Education	2.0	2.0	2.0	2.0	2.0	0.0	0.00%
Criminal Justice	3.0	5.0	5.0	5.0	5.0	0.0	0.00%
Health Occupations	3.0	3.0	3.0	3.0	3.0	0.0	0.00%
Office Occupations	8.5	7.5	6.5	6.5	6.5	0.0	0.00%
Automotive	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Trade & Industry	15.0	15.0	16.0	16.0	16.0	0.0	0.00%
Instructional Assistants	4.0	4.0	4.0	4.0	4.0	0.0	0.00%
Total FTE	67.6	67.6	65.6	65.6	65.6	0.0	0.00%

Program Budget	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Teachers								
Family/Consumer Science/High	502,358	512,066	465,195	475,425	474,974	(451)	-0.09%	1
Tech Ed - Middle	468,458	496,743	517,053	498,385	477,533	(20,851)	-4.18%	2
Tech Ed - High	492,765	481,148	427,152	437,334	437,259	(75)	-0.02%	3
Agriculture	455,513	367,848	349,046	358,084	356,517	(1,567)	-0.44%	4
Coop. Vocational Education	126,509	129,966	134,378	137,884	137,884	0	0.00%	5
Criminal Justice	180,147	276,592	258,698	265,337	265,337	0	0.00%	6
Health Occupations	179,307	183,628	191,372	193,079	157,266	(35,813)	-18.55%	7
Office Occupations	560,555	411,926	431,094	439,910	410,157	(29,753)	-6.76%	8
Automotive	61,719	63,451	65,375	67,010	67,010	0	0.00%	9
Trade & Industry	880,479	960,830	1,069,921	1,088,107	1,088,709	601	0.06%	10
Instructional Assistants	95,632	91,910	95,778	97,675	97,675	0	0.00%	11
Summer/Add. Employment	71,167	57,952	55,590	50,000	50,000	0	0.00%	12
Instructional Substitutes	80,476	76,560	56,189	79,365	88,000	8,635	10.88%	13
	4,155,085	4,110,620	4,116,841	4,187,596	4,108,322	(79,274)	-1.89%	
Contracted Services								
Contractor Trades Education	30,723	17,925	32,175	20,000	20,000	0	0.00%	14
	30,723	17,925	32,175	20,000	20,000	0	0.00%	
Supplies and Materials								
Small Computer Equipment	169,518	93,301	69,901	125,000	90,000	(35,000)	-28.00%	15
Textbooks	43,009	48,856	139,923	30,000	30,000	0	0.00%	16
Instructional Materials - CTE	239,712	365,954	365,372	410,000	410,000	0	0.00%	17
	452,239	508,111	575,196	565,000	530,000	(35,000)	-6.19%	
Other Charges								
Travel	40,518	38,917	47,773	40,000	40,000	0	0.00%	18
Subscriptions & Dues	19,225	11,963	22,429	12,000	12,000	0	0.00%	19
	59,743	50,880	70,202	52,000	52,000	0	0.00%	
Property								
Equipment	210,574	461,075	298,278	210,000	280,000	70,000	33.33%	20
Program Total	4,908,364	5,148,611	5,092,692	5,034,596	4,990,322	(44,274)	-0.88%	

Gifted and Talented Programs

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

Program Staffing Summary	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	
Teachers								
Talented & Gifted-Enrichment	23.0	21.5	21.5	21.5	21.5	0.0	0.00%	
Talented & Gifted-Magnet	19.0	19.0	16.0	16.0	16.0	0.0	0.00%	
Other Enriched/Advanced Prog.	7.0	6.0	4.0	3.0	3.0	0.0	0.00%	
BISFA Arts Teachers	8.0	7.5	7.5	7.5	7.5	0.0	0.00%	
Total FTE	57.0	54.0	49.0	48.0	48.0	0.0	0.00%	
Program Budget								
	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Teachers								
Talented & Gifted-Enrichment	1,369,546	1,328,715	1,345,145	1,400,516	1,385,130	(15,385)	-1.10%	1
Talented & Gifted-Magnet	1,108,421	1,061,426	904,861	942,159	971,315	29,156	3.09%	2
Other Enriched/Advanced Prog.	378,936	381,254	253,977	224,591	213,875	(10,716)	-4.77%	3
BISFA Arts Teachers	535,298	525,801	525,179	539,449	529,953	(9,496)	-1.76%	4
Temporary Employment	227,430	196,512	206,260	200,000	200,000	0	0.00%	5
Summer/Additional Pay - G&T	29,850	27,331	8,130	30,000	30,000	0	0.00%	6
Summer/Additional Pay - BISFA	16,507	18,165	16,480	15,000	15,000	0	0.00%	7
Instructional Substitutes	64,709	72,455	78,740	74,925	83,000	8,075	10.78%	8
	3,730,696	3,611,658	3,338,772	3,426,639	3,428,273	1,634	0.05%	
Contracted Services								
Contracted Services	3,814	0	0	0	0	0	0.00%	9
Contracted Services - G&T	22,992	20,666	25,554	25,000	25,000	0	0.00%	10
	26,806	20,666	25,554	25,000	25,000	0	0.00%	
Supplies and Materials								
Small Computer Equipment	0	0	43,253	0	0	0	0.00%	11
Materials - G&T	105,022	54,840	47,462	75,000	50,000	(25,000)	-33.33%	12
Materials - STEM	93,540	60,610	49,792	100,000	50,000	(50,000)	-50.00%	13
Magnet Program-Materials-Elem.	50,020	35,942	8,030	35,000	20,000	(15,000)	-42.86%	14
Magnet Program-Materials-Second.	5,732	19,899	11,739	35,000	20,000	(15,000)	-42.86%	15
	254,314	171,291	160,278	245,000	140,000	(105,000)	-42.86%	
Other Charges								
Travel - Prof. Development	106,604	150,312	151,433	75,000	75,000	0	0.00%	16
Subscriptions & Dues	57,533	40,390	26,747	25,000	55,000	30,000	120.00%	17
	164,137	190,702	178,180	100,000	130,000	30,000	30.00%	
Property								
Equipment - G&T	0	0	0	7,500	0	(7,500)	-100.00%	18
Equipment - STEM	14,135	4,295	0	10,000	0	(10,000)	-100.00%	19
	14,135	4,295	0	17,500	0	(17,500)	-100.00%	
Program Total	4,190,087	3,998,611	3,702,784	3,814,139	3,723,273	(90,866)	-2.38%	

School Library Programs

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
Librarians	40.0	39.5	38.5	38.5	38.5	0.0	0.00%	
Total FTE	40.0	39.5	38.5	38.5	38.5	0.0	0.00%	
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Librarians	2,655,476	2,599,651	2,583,353	2,640,794	2,548,959	(91,835)	-3.48%	1
Summer/Additional Employment	62,345	55,679	48,378	67,000	67,000	0	0.00%	2
Instructional Substitutes	42,954	30,310	31,725	48,840	39,000	(9,840)	-20.15%	3
	2,760,774	2,685,641	2,663,456	2,756,634	2,654,959	(101,675)	-3.69%	
Supplies and Materials								
Library Materials	221,217	219,445	245,504	215,000	215,000	0	0.00%	4
	221,217	219,445	245,504	215,000	215,000	0	0.00%	
Other Charges								
Subscriptions & Dues	230,077	181,542	208,363	208,000	208,000	0	0.00%	5
Property								
Equipment	3,999	18,106	55,176	5,000	5,000	0	0.00%	6
Program Total	3,216,067	3,104,734	3,172,499	3,184,634	3,082,959	(101,675)	-3.19%	

Professional Development

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
Mentor Resource Teachers	4.0	0.0	0.0	4.0	4.0	0.0	0.00%	
Total FTE	4.0	0.0	0.0	4.0	4.0	0.0	0.00%	
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Mentor Resource Teachers	310,101	1,178	0	322,838	322,838	0	0.00%	1
Additional Pay - ESP	4,782	9,010	3,226	10,000	5,000	(5,000)	-50.00%	2
Additional Pay - Teachers	24,938	71,419	21,605	50,000	50,000	0	0.00%	3
Workshops	413,709	557,425	544,435	500,000	500,000	0	0.00%	4
Workshops - G&T	59,063	87,890	120,659	60,000	135,000	75,000	125.00%	5
Substitutes - Prof. Growth	52,715	104,290	69,805	57,165	63,000	5,835	10.21%	6
	<u>865,307</u>	<u>831,212</u>	<u>759,729</u>	<u>1,000,003</u>	<u>1,075,838</u>	<u>75,835</u>	<u>7.58%</u>	
Contracted Services								
Consultants	62,136	63,419	33,983	25,000	25,000	0	0.00%	7
Maintenance Contracts	0	0	0	0	33,000	33,000	100.00%	8
Facility Rental	0	0	0	0	0	0	0.00%	9
	<u>62,136</u>	<u>63,419</u>	<u>33,983</u>	<u>25,000</u>	<u>58,000</u>	<u>33,000</u>	<u>132.00%</u>	
Supplies and Materials								
Office Supplies	90	1,161	21	0	0	0	0.00%	10
Workshop Supplies	21,243	90,450	45,031	40,000	40,000	0	0.00%	11
Food/Meals	3,151	2,812	2,768	5,000	5,000	0	0.00%	12
	<u>24,484</u>	<u>94,423</u>	<u>47,820</u>	<u>45,000</u>	<u>45,000</u>	<u>0</u>	<u>0.00%</u>	
Other Charges								
Travel/Professional Dev.	139,495	146,702	109,031	95,000	95,000	0	0.00%	13
Subscriptions & Dues	66,943	29,413	26,662	7,000	7,000	0	0.00%	14
	<u>206,438</u>	<u>176,115</u>	<u>135,693</u>	<u>102,000</u>	<u>102,000</u>	<u>0</u>	<u>0.00%</u>	
Property								
Equipment	1,798	284	0	0	0	0	0.00%	15
	<u>1,798</u>	<u>284</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>	
Program Total	<u>1,160,164</u>	<u>1,165,452</u>	<u>977,225</u>	<u>1,172,003</u>	<u>1,280,838</u>	<u>108,835</u>	<u>9.29%</u>	

School Counseling Programs

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
School Counselors	55.5	56.0	56.5	56.0	66.0	10.0	17.86%	
Instructional Assistants	2.0	2.0	2.0	2.0	2.0	0.0	0.00%	
Total FTE	<u>57.5</u>	<u>58.0</u>	<u>58.5</u>	<u>58.0</u>	<u>68.0</u>	<u>10.0</u>	<u>17.24%</u>	
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
School Counselors	3,271,501	3,378,732	3,413,556	3,552,961	3,994,302	441,341	12.42%	1
Instructional Assistants	75,512	76,476	79,826	81,704	81,704	0	0.00%	2
Peer Training Workshops	0	0	0	0	0	0	0.00%	3
Additional Employment	197,168	205,047	203,489	221,500	221,500	0	0.00%	4
Instructional Substitutes	17,199	5,503	20,679	24,420	27,000	2,580	10.57%	5
	<u>3,561,380</u>	<u>3,665,757</u>	<u>3,717,550</u>	<u>3,880,585</u>	<u>4,324,506</u>	<u>443,921</u>	<u>11.44%</u>	
Contracted Services								
Contracted Services	3,600	0	1,200	0	0	0	0.00%	6
	<u>3,600</u>	<u>0</u>	<u>1,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>	
Supplies and Materials								
Office Supplies	1,598	1,489	1,503	1,500	1,500	0	0.00%	7
Career Counseling - Reg. Prog.	27,007	33,122	46,963	40,000	40,000	0	0.00%	8
Counseling - Career & Technology	2,003	2,176	1,013	3,000	3,000	0	0.00%	9
Computer Software	123,127	112,040	112,223	124,000	115,000	(9,000)	-7.26%	10
Student Service Learning Materials	0	0	0	0	4,000	4,000	100.00%	11
PBIS Materials	3,957	3,755	1,395	6,000	10,000	4,000	66.67%	12
	<u>157,693</u>	<u>152,582</u>	<u>163,096</u>	<u>174,500</u>	<u>173,500</u>	<u>(1,000)</u>	<u>-0.57%</u>	
Other Charges								
Travel	1,951	1,097	662	1,000	1,000	0	0.00%	13
Subscriptions & Dues	16,904	8,571	8,605	7,200	8,200	1,000	13.89%	14
	<u>18,855</u>	<u>9,668</u>	<u>9,267</u>	<u>8,200</u>	<u>9,200</u>	<u>1,000</u>	<u>12.20%</u>	
Property								
Equipment	0	0	0	0	0	0	0.00%	15
Program Total	<u>3,741,527</u>	<u>3,828,006</u>	<u>3,891,113</u>	<u>4,063,285</u>	<u>4,507,206</u>	<u>443,921</u>	<u>10.93%</u>	

Psychological Services Programs

MSDE Categories: Instructional Salaries
Instructional Textbooks & Supplies
Other Instructional Costs

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
Professional	7.5	7.5	7.5	7.5	7.5	0.0	0.00%	
Total FTE	7.5	7.5	7.5	7.5	7.5	0.0	0.00%	
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	610,287	639,596	599,803	641,815	641,815	0	0.00%	1
Additional Pay	8,805	5,682	4,513	10,000	7,500	(2,500)	-25.00%	2
	619,091	645,278	604,317	651,815	649,315	(2,500)	-0.38%	
Contracted Services								
Psychologists	60,063	48,525	62,775	60,000	60,000	0	0.00%	3
	60,063	48,525	62,775	60,000	60,000	0	0.00%	
Supplies and Materials								
Office Supplies	5,840	5,224	3,675	3,500	3,500	0	0.00%	4
Small Equipment/Supplies	64	0	192	2,500	1,000	(1,500)	-60.00%	5
Computer Software	2,852	149	0	2,500	1,000	(1,500)	-60.00%	6
Assessment Materials	35,007	21,674	19,298	25,000	25,000	0	0.00%	7
	43,763	27,047	23,165	33,500	30,500	(3,000)	-8.96%	
Other Charges								
Travel	4,528	5,875	10,323	7,000	7,000	0	0.00%	8
Property								
Equipment	24	0	0	1,500	0	(1,500)	-100.00%	9
Program Total	727,469	726,725	700,580	753,815	746,815	(7,000)	-0.93%	

Special Education Programs in Washington County Public Schools

MSDE Category: Special Education

MSDE Subcategory: Public School Instruction Programs

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
Teachers								
Intervention	5.0	4.0	4.0	4.0	4.0	0.0	0.00%	
Social Workers	7.0	8.0	8.0	10.0	10.0	0.0	0.00%	
Special Education	145.1	147.1	148.6	147.6	147.6	0.0	0.00%	
Lead Teachers - Special Education	6.0	6.0	6.0	6.0	6.0	0.0	0.00%	
Occupational Therapists	5.0	5.0	6.0	6.0	6.0	0.0	0.00%	
Speech, Language, Audiology	19.0	20.0	20.0	19.0	19.0	0.0	0.00%	
Instructional Assistants	141.4	139.4	139.4	146.4	154.4	8.0	5.46%	
Occup. Therapist Assistants	3.0	3.0	3.0	3.0	3.0	0.0	0.00%	
Total FTE	<u>331.5</u>	<u>332.5</u>	<u>335.0</u>	<u>342.0</u>	<u>350.0</u>	<u>8.0</u>	<u>2.34%</u>	
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Teachers								
Intervention	261,933	253,921	266,928	272,876	272,876	0	0.00%	1
Social Workers	443,280	496,976	528,382	651,437	670,165	18,729	2.87%	2
Special Education	8,956,991	9,112,183	9,286,486	9,772,313	9,569,357	(202,955)	-2.08%	3
Lead Teachers - Special Education	443,248	442,616	484,342	491,974	477,137	(14,837)	-3.02%	4
Occupational Therapists	255,749	315,910	413,366	426,898	422,389	(4,510)	-1.06%	5
Speech, Language, Audiology	1,320,314	1,403,753	1,518,163	1,438,761	1,418,737	(20,023)	-1.39%	6
Instructional Assistants	3,508,752	3,516,699	3,504,492	3,863,369	4,034,989	171,620	4.44%	7
Occup. Therapist Assistants	106,717	98,249	115,359	118,959	118,959	0	0.00%	8
Adult Correctional Facility Instr.	7,132	5,263	281	5,000	5,000	0	0.00%	9
Additional Pay	17,193	5,877	54	6,000	1,000	(5,000)	-83.33%	10
Additional Empl./Summer School	257,331	248,373	338,242	230,000	330,000	100,000	43.48%	11
Instructional Substitutes	430,218	363,714	517,069	444,000	555,000	111,000	25.00%	12
Turnover Credit	0	0	0	(300,000)	(300,000)	0	0.00%	13
	<u>16,008,857</u>	<u>16,263,533</u>	<u>16,973,164</u>	<u>17,421,587</u>	<u>17,575,609</u>	<u>154,023</u>	<u>0.88%</u>	
Contracted Services								
Legal Fees	10,438	53,528	54,500	30,000	30,000	0	0.00%	14
Consultants	108,400	70,954	119,361	50,000	70,000	20,000	40.00%	15
Assessments	0	304	0	0	0	0	0.00%	16
Interpreters	102,306	49,286	154,174	85,000	85,000	0	0.00%	17
Other Contr. Serv. / Behavior Initiatives	389,727	338,414	221,592	10,000	10,000	0	0.00%	18
	<u>610,871</u>	<u>512,486</u>	<u>549,629</u>	<u>175,000</u>	<u>195,000</u>	<u>20,000</u>	<u>11.43%</u>	
Supplies and Materials								
Office Supplies	3,089	3,745	4,544	6,000	5,000	(1,000)	-16.67%	19
Printing Supplies - Sp. Ed.	0	0	0	9,000	0	(9,000)	-100.00%	20
Small Computer Equipment	12,746	0	0	0	0	0	0.00%	21
Software	45,719	1,474	49,268	50,000	20,000	(30,000)	-60.00%	22
Instructional Materials	237,983	192,892	183,882	300,000	200,000	(100,000)	-33.33%	23
Assessment Materials	20,886	67,369	18,576	50,000	50,000	0	0.00%	24
Library Materials	1,023	20	741	1,000	1,000	0	0.00%	25
Other Supplies	71	0	0	2,000	0	(2,000)	-100.00%	26
	<u>321,517</u>	<u>265,500</u>	<u>257,011</u>	<u>418,000</u>	<u>276,000</u>	<u>(142,000)</u>	<u>-33.97%</u>	
Other Charges								
Travel	52,187	40,724	44,103	55,000	55,000	0	0.00%	27
Student Admission Fees	158	0	160	0	0	0	0.00%	28
	<u>52,344</u>	<u>40,724</u>	<u>44,263</u>	<u>55,000</u>	<u>55,000</u>	<u>0</u>	<u>0.00%</u>	
Property								
Equipment	56,724	51,901	43,076	50,000	50,000	0	0.00%	29
Transfers								
Maryland LEAs (Tuition)	19,616	32,775	32,490	30,000	30,000	0	0.00%	30
Program Total	<u>17,069,930</u>	<u>17,166,920</u>	<u>17,899,633</u>	<u>18,149,587</u>	<u>18,181,609</u>	<u>32,023</u>	<u>0.18%</u>	

Special Education Programs in Private/Contracted Centers

MSDE Category: Special Education

MSDE Subcategory: Non-Public School Programs

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Transfers								
Special Placements - Residential	727,124	736,814	716,784	800,000	725,000	(75,000)	-9.38%	1
Special Placements - Day	3,077,519	3,406,580	3,238,985	2,895,101	3,235,000	339,899	11.74%	2
State Institutions	36,408	38,478	32,741	40,000	40,000	0	0.00%	3
Program Total	3,841,051	4,181,873	3,988,509	3,735,101	4,000,000	264,899	7.09%	

Special Education Staff Development Program

MSDE Category: Special Education

MSDE Subcategory: Instructional Staff Development

<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Workshop Pay	22,844	21,931	34,308	30,000	30,000	0	0.00%	1
Substitutes - Staff Develop.	2,970	2,530	7,205	3,600	4,000	400	11.11%	2
	<u>25,814</u>	<u>24,461</u>	<u>41,513</u>	<u>33,600</u>	<u>34,000</u>	<u>400</u>	<u>1.19%</u>	
Contracted Services								
Consultants	9,215	1,063	225	2,000	2,000	0	0.00%	3
Supplies and Materials								
Workshop Materials	2,502	3,290	8,978	3,500	3,500	0	0.00%	4
Other Charges								
Travel	1,523	7,150	9,181	1,000	1,000	0	0.00%	5
Professional Development	5,186	8,419	7,686	6,000	6,000	0	0.00%	6
Subscriptions & Dues	0	450	3,344	1,000	1,000	0	0.00%	7
	<u>6,709</u>	<u>16,019</u>	<u>20,212</u>	<u>8,000</u>	<u>8,000</u>	<u>0</u>	<u>0.00%</u>	
Program Total	44,241	44,834	70,927	47,100	47,500	400	0.85%	

Administrators and School Staff in Local Special Education Centers

MSDE Category: Special Education
MSDE Subcategory: Office of the Principal

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>
Principals - Special Education	2.0	2.0	2.0	2.0	2.0	0.0	0.00%
Clerical and Support	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Total FTE	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>0.0</u>	<u>0.00%</u>

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Principals - Special Education	184,859	186,573	191,857	197,086	197,086	0	0.00%	1
Clerical and Support	46,680	35,785	37,542	48,000	48,000	0	0.00%	2
Additional Employment	4,796	1,426	193	500	500	0	0.00%	3
	<u>236,335</u>	<u>223,784</u>	<u>229,592</u>	<u>245,586</u>	<u>245,586</u>	<u>0</u>	<u>0.00%</u>	
Other Charges								
Travel	0	0	0	0	0	0	0.00%	4
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>	
Program Total	236,335	223,784	229,592	245,586	245,586	0	0.00%	

Supervision of Special Education Programs

MSDE Category: Special Education

MSDE Subcategory: Instructional Administration and Supervision

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
Professional	5.0	4.0	4.0	4.0	4.0	0.0	0.00%	
Special Education Specialists	6.0	6.0	6.0	6.0	6.0	0.0	0.00%	
Clerical and Support	3.0	3.0	3.0	3.0	3.0	0.0	0.00%	
Total FTE	14.0	13.0	13.0	13.0	13.0	0.0	0.00%	
<u>Program Budget</u>								
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	558,670	462,511	428,999	442,255	442,255	0	0.00%	1
Special Education Specialists	472,754	471,605	486,749	496,094	496,094	0	0.00%	2
Clerical and Support	89,806	90,703	97,137	104,880	104,880	0	0.00%	3
Clerical / Additional Pay	4,660	7,857	8,327	4,000	4,000	0	0.00%	4
Summer / Additional Pay	26	1,163	3,504	1,500	1,500	0	0.00%	5
	1,125,915	1,033,839	1,024,716	1,048,728	1,048,728	0	0.00%	
Contracted Services								
Consultants	0	0	0	0	0	0	0.00%	6
	0	0	0	0	0	0	0.00%	
Supplies and Materials								
Office Supplies	1,274	1,124	1,699	3,000	2,000	(1,000)	-33.33%	7
Small Equipment and Supplies	0	0	0	500	500	0	0.00%	8
	1,274	1,124	1,699	3,500	2,500	(1,000)	-28.57%	
Other Charges								
Travel	15,329	29,170	26,586	10,000	10,000	0	0.00%	9
Subscriptions & Dues	5,218	5,314	4,596	5,000	5,000	0	0.00%	10
	20,547	34,484	31,182	15,000	15,000	0	0.00%	
Property								
Equipment	0	0	3,139	0	0	0	0.00%	11
Program Total	1,147,737	1,069,446	1,060,735	1,067,228	1,066,228	(1,000)	-0.09%	

Student Services Programs
MSDE Category: Student Personnel Services

<u>Program Staffing Summary</u>	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	
Pupil Personnel Workers	7.0	7.0	7.0	8.0	8.0	0.0	0.00%	
Social Workers	11.0	11.0	11.0	13.0	13.0	0.0	0.00%	
Clerical and Support	2.5	2.5	2.5	2.5	2.0	(0.5)	-20.00%	
Total FTE	20.5	20.5	20.5	23.5	23.0	(0.5)	-2.13%	
<u>Program Budget</u>								
	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Pupil Personnel Workers	615,424	642,030	623,867	733,097	740,201	7,104	0.97%	1
Social Workers	685,587	732,492	738,999	883,960	878,198	(5,763)	-0.65%	2
Clerical and Support	117,962	120,311	125,175	130,658	110,658	(20,000)	-15.31%	3
Additional Pay	5,634	18,102	7,032	30,000	30,000	0	0.00%	4
Instructional Substitutes	540	1,138	657	2,000	1,000	(1,000)	-50.00%	5
	1,425,146	1,514,072	1,495,730	1,779,716	1,760,057	(19,659)	-1.10%	
Contracted Services								
School/Family Liaison/Alt. Prog.	75,000	75,000	75,000	75,000	75,000	0	0.00%	6
	75,000	75,000	75,000	75,000	75,000	0	0.00%	
Supplies and Materials								
Office Supplies	4,301	3,798	4,216	4,000	4,000	0	0.00%	7
Small Equipment and Supplies	0	1,070	983	1,000	1,000	0	0.00%	8
Attendance Incentive Materials	0	2,293	1,990	2,000	2,000	0	0.00%	9
Conflict Resolution Materials	2,993	1,948	2,034	3,000	3,000	0	0.00%	10
	7,294	9,108	9,223	10,000	10,000	0	0.00%	
Other Charges								
Travel	3,314	3,712	3,945	4,000	4,000	0	0.00%	11
Property								
Equipment	0	0	0	0	0	0	0.00%	12
Program Total	1,510,754	1,601,892	1,583,898	1,868,716	1,849,057	(19,659)	-1.05%	

Student Health Programs

MSDE Category: Student Health Services

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>
Professional	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Nurse	0.0	0.0	0.0	0.0	0.0	0.0	0.00%
Physical Therapist	3.0	3.0	3.0	3.0	3.0	0.0	0.00%
ParaPro - Health Services	0.0	3.0	4.0	4.0	5.0	1.0	25.00%
LPN Nurses	16.0	13.0	12.0	12.0	11.0	(1.0)	-8.33%
Clerical and Support	0.0	0.5	0.5	0.5	0.5	0.0	0.00%
Total FTE	20.0	20.5	20.5	20.5	20.5	0.0	0.00%

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	92,836	96,360	96,690	99,186	99,186	0	0.00%	1
Nurse	0	0	0	0	0	0	0.00%	2
Physical Therapist	133,918	156,503	239,555	252,563	252,563	0	0.00%	3
ParaPro - Health Services	0	62,324	91,991	95,774	115,576	19,801	20.68%	4
LPN Nurses	466,320	366,469	312,466	407,879	369,929	(37,949)	-9.30%	5
Clerical and Support	0	20,542	24,578	25,387	25,387	0	0.00%	6
Temporary Employment	9,788	0	0	0	0	0	0.00%	7
Additional Pay	3,866	2,806	2,345	3,000	3,000	0	0.00%	8
Instructional Substitutes	0	2,454	8,202	10,000	10,000	0	0.00%	9
Substitute - Nurses	35,616	19,852	26,391	30,000	30,000	0	0.00%	10
	742,344	727,312	802,217	923,790	905,642	(18,148)	-1.96%	
Contracted Services								
Equipment Repair	21,522	16,915	22,460	20,000	20,000	0	0.00%	11
Nursing Services	2,957,884	2,768,502	2,889,941	3,054,000	3,070,000	16,000	0.52%	12
Physical/Occupational Therapists	103,500	103,043	6,200	15,000	15,000	0	0.00%	13
Other Contracted Services	3,655	37,484	88,321	100,000	100,000	0	0.00%	14
	3,086,561	2,925,944	3,006,922	3,189,000	3,205,000	16,000	0.50%	
Supplies and Materials								
Office Supplies	5,815	7,293	12,498	10,000	10,000	0	0.00%	15
Computer Software	29,380	29,380	36,385	34,500	34,500	0	0.00%	16
Medical Supplies	38,675	50,933	47,774	52,000	50,000	(2,000)	-3.85%	17
	73,870	87,605	96,658	96,500	94,500	(2,000)	-2.07%	
Other Charges								
Travel	4,871	8,189	4,015	6,000	5,000	(1,000)	-16.67%	18
Property								
Equipment	2,739	5,465	3,268	0	3,000	3,000	100.00%	19
Program Total	3,910,385	3,754,514	3,913,080	4,215,290	4,213,142	(2,148)	-0.05%	

Student Transportation Programs

MSDE Category: Student Transportation Services

Program Staffing Summary	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20
Professional	3.9	4.9	4.9	4.9	4.9	0.0	0.00%
Clerical and Support	6.0	5.0	5.0	5.0	5.0	0.0	0.00%
Driver Trainer	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Shop Foreman	1.0	1.0	1.0	1.0	1.0	0.0	0.00%
Garage Employees	9.0	9.0	8.0	8.0	8.0	0.0	0.00%
Bus Drivers	131.0	130.0	130.0	130.0	134.0	4.0	3.08%
Bus Attendants	41.0	41.0	41.0	41.0	41.0	0.0	0.00%
Total Employees	192.9	191.9	190.9	190.9	194.9	4.0	2.10%

Program Budget	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Professional	312,192	389,493	376,766	404,282	404,282	0	0.00%	1
Clerical and Support	236,021	242,552	231,923	236,691	236,691	0	0.00%	2
Driver Trainer	61,347	58,959	60,573	62,310	62,310	0	0.00%	3
Shop Foreman	82,650	78,811	80,875	83,003	83,003	0	0.00%	4
Garage Employees	517,535	518,593	439,863	449,331	449,331	0	0.00%	5
Bus Drivers	2,814,138	2,778,124	2,878,573	3,107,013	3,088,934	(18,079)	-0.58%	6
Bus Attendants	568,245	608,904	612,223	765,456	740,509	(24,947)	-3.26%	7
Temporary Employment	0	781	0	0	0	0	0.00%	8
Additional Pay	143,457	204,247	222,185	150,000	150,000	0	0.00%	9
Summer School Transp.	90,082	75,580	106,243	100,000	100,000	0	0.00%	10
In-service Training	25,127	14,572	22,478	27,000	27,000	0	0.00%	11
Substitute Bus Drivers	334,231	378,189	328,878	300,000	300,000	0	0.00%	12
Substitute Bus Attendants	245,181	291,068	300,810	200,000	200,000	0	0.00%	13
Turnover Credit	0	0	0	(150,000)	(150,000)	0	0.00%	14
	5,430,206	5,639,871	5,661,389	5,735,087	5,692,061	(43,026)	-0.75%	

Contracted Services								
Consultants	1,781	1,835	1,890	3,000	2,500	(500)	-16.67%	15
Physical Exams	24,865	22,882	21,983	25,000	25,000	0	0.00%	16
Drug Testing	10,644	6,513	8,607	10,000	10,000	0	0.00%	17
Contracted Training	3,232	10,753	11,806	12,000	12,000	0	0.00%	18
Repairs - Private Garages	35,132	72,461	47,036	35,000	50,000	15,000	42.86%	19
Contracted Drivers	3,050,759	2,993,847	3,026,737	3,200,000	3,050,000	(150,000)	-4.69%	20
Public Carriers	46,816	58,617	39,146	50,000	50,000	0	0.00%	21
	3,173,229	3,166,908	3,157,205	3,335,000	3,199,500	(135,500)	-4.06%	

Supplies and Materials								
Training Supplies	1,026	1,339	1,079	1,400	1,400	0	0.00%	22
Computer Software	87,223	95,862	97,260	83,350	100,000	16,650	19.98%	23
Tires, Repairs & Disposal Fees	34,836	37,022	36,202	35,000	36,000	1,000	2.86%	24
Repair & Maintenance Parts	285,306	271,067	300,613	270,000	290,000	20,000	7.41%	25
Title and Transfer Fees	2,200	2,100	1,795	2,000	2,000	0	0.00%	26
Uniforms	0	0	24,992	32,000	32,000	0	0.00%	27
Miscellaneous Supplies & Mat.	106,823	134,933	116,813	110,000	110,000	0	0.00%	28
	517,414	542,323	578,754	533,750	571,400	37,650	7.05%	

Student Transportation Programs (Continued)

<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./ (Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Other Charges								
Travel/Professional Dev.	2,717	7,842	5,535	4,500	4,500	0	0.00%	29
Dues & Subscriptions	802	1,351	425	1,500	1,500	0	0.00%	30
Insurance - Buses	103,732	109,171	122,516	125,000	125,000	0	0.00%	31
Vehicle Fuel, Oil, Etc.	518,341	678,233	788,997	775,000	800,000	25,000	3.23%	32
Operations Credit	(348,082)	(433,451)	(411,148)	(330,000)	(400,000)	(70,000)	21.21%	33
School System Activities Transp.	58,651	137,268	136,822	130,000	130,000	0	0.00%	34
Arts Enrichment - Transp.	34,273	42,045	39,963	30,000	30,000	0	0.00%	35
Extended Learning - Transp.	18,095	18,189	15,343	25,000	25,000	0	0.00%	36
Co-Curricular Trips	75,483	67,918	73,139	80,000	80,000	0	0.00%	37
Student Transportation - CTE	31,388	26,408	31,943	25,000	25,000	0	0.00%	38
Student Transportation - Special Ed	1,231	994	2,267	2,000	2,000	0	0.00%	39
Upward Bound Tutoring Prog. Transp.	46,730	50,773	40,567	50,000	50,000	0	0.00%	40
	<u>543,362</u>	<u>706,741</u>	<u>846,370</u>	<u>918,000</u>	<u>873,000</u>	<u>(45,000)</u>	<u>-4.90%</u>	
Property								
Equipment Other than Buses	17,957	18,363	39,499	30,000	30,000	0	0.00%	41
Buses	1,818,459	1,048,594	1,652,907	1,508,475	1,504,073	(4,402)	-0.29%	42
Board Staff Vehicles	82,663	43,308	19,565	45,000	45,000	0	0.00%	43
	<u>1,919,079</u>	<u>1,110,265</u>	<u>1,711,971</u>	<u>1,583,475</u>	<u>1,579,073</u>	<u>(4,402)</u>	<u>-0.28%</u>	
Program Total	11,583,291	11,166,108	11,955,688	12,105,312	11,915,034	(190,278)	-1.57%	

Facilities Operations Programs

MSDE Category: Operation of Plant

Program Staffing Summary	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	
Professional	2.5	2.5	2.5	3.5	3.5	0.0	0.00%	
Custodial Personnel	190.5	190.0	190.0	194.0	194.0	0.0	0.00%	
Regional Custodial Personnel	7.0	7.0	4.0	0.0	0.0	0.0	0.00%	
Warehousing & Distribution Person.	2.0	2.0	2.0	2.0	2.0	0.0	0.00%	
Specialists/Technicians	1.0	1.0	1.0	0.0	0.0	0.0	0.00%	
Total FTE	203.0	202.5	199.5	199.5	199.5	0.0	0.00%	

Program Budget	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Professional	179,046	211,407	239,277	265,855	265,855	0	0.00%	1
Custodial Personnel	6,943,678	6,821,395	6,994,212	7,377,315	7,335,758	(41,557)	-0.56%	2
Regional Custodial Personnel	201,807	188,629	148,671	0	0	0	0.00%	3
Specialists/Technicians	50,070	18,955	19,998	0	0	0	0.00%	4
Warehousing & Distribution Pers.	89,406	83,612	77,210	80,164	80,164	0	0.00%	5
Additional Wages/Substitutes	474,435	583,583	611,078	480,000	480,000	0	0.00%	6
Turnover Credit	0	0	0	(150,000)	(150,000)	0	0.00%	7
	7,938,441	7,907,581	8,090,446	8,053,334	8,011,777	(41,557)	-0.52%	
Contracted Services								
Facility Rental	139,861	139,789	130,683	140,000	140,000	0	0.00%	8
Equipment Rental	8,847	1,787	11,619	5,000	5,000	0	0.00%	9
Time Clocks, Fire Alarms	55,244	10,380	5,716	40,000	40,000	0	0.00%	10
Elevator Service Contracts	0	0	4,730	50,000	50,000	0	0.00%	11
Equipment Repair - Other	23,758	14,387	14,498	15,000	15,000	0	0.00%	12
Equipment Repair - Facilities	60	0	0	5,000	5,000	0	0.00%	13
Equipment Repair - CTE	7,893	17,258	12,111	25,000	15,000	(10,000)	-40.00%	14
Equipment Repair - Science	0	13,000	0	13,000	5,000	(8,000)	-61.54%	15
Equipment Repair - P.E./Arts	21,099	17,981	21,627	15,000	20,000	5,000	33.33%	16
Other Contracted Services	2,513	5,190	782	5,000	2,500	(2,500)	-50.00%	17
Trash Removal	310,272	307,799	303,263	350,000	350,000	0	0.00%	18
Snow Removal	105,594	28,016	81,674	75,000	75,000	0	0.00%	19
Mowing Grass	22,500	26,410	32,685	48,000	35,000	(13,000)	-27.08%	20
	697,641	581,996	619,388	786,000	757,500	(28,500)	-3.63%	
Supplies and Materials								
Postage	82,700	72,173	72,454	85,000	85,000	0	0.00%	21
Uniform Maintenance	5,043	4,044	4,593	5,500	5,500	0	0.00%	22
Operational Supplies	719,928	814,422	911,672	750,000	825,000	75,000	10.00%	23
	807,671	890,639	988,719	840,500	915,500	75,000	8.92%	
Other Charges								
Recertification Training	2,755	700	1,373	3,000	3,000	0	0.00%	24
Vehicle Insurance	47,768	49,673	52,007	55,000	55,000	0	0.00%	25
Vehicle Fuel, Oil, Etc.	22,335	14,298	19,346	40,000	25,000	(15,000)	-37.50%	26
Insurance on Buildings	333,614	343,555	326,403	335,000	368,500	33,500	10.00%	27
Insurance Deductible	7,136	1,123	1,485	8,000	8,000	0	0.00%	28
Water and Sewer	530,673	608,997	518,741	585,000	585,000	0	0.00%	29
Fuel - Heating	145,318	243,048	360,847	300,000	350,000	50,000	16.67%	30
Electricity	4,372,274	4,282,783	3,966,483	4,610,000	4,335,000	(275,000)	-5.97%	31
Natural Gas & Propane	202,552	286,444	545,700	400,000	550,000	150,000	37.50%	32
	5,664,424	5,830,620	5,792,384	6,336,000	6,279,500	(56,500)	-0.89%	
Property								
Equipment	133,286	145,420	149,494	125,000	125,000	0	0.00%	33
	133,286	145,420	149,494	125,000	125,000	0	0.00%	
Program Total	15,241,462	15,356,257	15,640,431	16,140,834	16,089,277	(51,557)	-0.32%	

Technology Support & Maintenance

MSDE Category: Operation of Plant

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
Technology - Professional	6.5	12.5	11.5	11.5	12.5	1.0	8.70%	
Clerical and Support	1.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Tech. Electronics Technicians	14.0	12.0	12.0	12.0	12.0	0.0	0.00%	
Total FTE	21.5	25.5	24.5	24.5	25.5	1.0	4.08%	
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	468,865	847,258	840,472	868,481	968,481	100,000	11.51%	1
Clerical and Support	54,342	57,804	59,732	58,492	59,952	1,460	2.50%	2
Electronics Technicians	725,968	576,704	569,726	609,474	584,015	(25,460)	-4.18%	3
Temporary Employment	653	5,921	0	0	0	0	0.00%	4
Additional Wages	24,532	14,903	19,214	20,000	20,000	0	0.00%	5
	1,274,360	1,502,591	1,489,143	1,556,448	1,632,448	76,001	4.88%	
Contracted Services								
Tech. - Service Contracts	403,627	431,893	1,010,538	770,000	925,000	155,000	20.13%	6
Tech. - Repairs & Maintenance	162,954	134,458	331,033	135,000	235,000	100,000	74.07%	7
	566,581	566,351	1,341,571	905,000	1,160,000	255,000	28.18%	
Supplies and Materials								
Office Supplies	1,959	1,952	1,991	2,000	2,000	0	0.00%	8
Tech. Support Supplies	244,167	206,164	203,893	360,000	260,000	(100,000)	-27.78%	9
Small Computer Equipment	121,684	230,211	19,247	25,000	25,000	0	0.00%	10
Computer Software	316,956	356,975	379,682	300,000	300,000	0	0.00%	11
	684,766	795,301	604,813	687,000	587,000	(100,000)	-14.56%	
Other Charges								
Travel/Prof. Dev.	45,071	31,645	17,009	30,000	30,000	0	0.00%	12
Communications	40,058	53,295	59,573	59,000	59,000	0	0.00%	13
	85,129	84,940	76,582	89,000	89,000	0	0.00%	
Property								
Equipment	324,474	307,504	522,747	550,000	950,000	400,000	72.73%	14
	324,474	307,504	522,747	550,000	950,000	400,000	72.73%	
Program Total	2,935,309	3,256,687	4,034,857	3,787,448	4,418,448	631,001	16.66%	

Safety/Security and Risk Management Programs

MSDE Category: Operation of Plant

Program Staffing Summary	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	
Professional	1.2	1.2	1.2	1.2	1.2	0.0	0.00%	
School Lobby Receptionist	4.0	4.0	4.0	4.0	4.0	0.0	0.00%	
Crossing Guards	22.0	22.0	22.0	22.0	22.0	0.0	0.00%	
Total FTE	27.2	27.2	27.2	27.2	27.2	0.0	0.00%	

Program Budget	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Professional	119,927	124,548	123,904	125,244	125,244	0	0.00%	1
School Lobby Receptionist	85,576	86,864	90,829	90,848	90,848	0	0.00%	2
Crossing Guards	214,334	208,681	212,611	245,263	246,118	854	0.35%	3
Additional Wages	1,698	263	3,032	2,500	2,500	0	0.00%	4
Substitute-Crossing Guards	12,768	14,192	13,507	15,000	15,000	0	0.00%	5
	434,302	434,548	443,885	478,855	479,709	854	0.18%	
Contracted Services								
Tech. - Service Contracts	26,606	137,904	110,256	90,000	90,000	0	0.00%	6
School Resource Officers	534,123	603,954	635,412	747,500	1,037,500	290,000	38.80%	7
Security	18,267	27,394	20,343	30,000	30,000	0	0.00%	8
	578,996	769,252	766,012	867,500	1,157,500	290,000	33.43%	
Supplies and Materials								
Office Supplies	356	52	916	500	500	0	0.00%	9
Small Computer Equipment	22,017	162,276	157,667	75,000	75,000	0	0.00%	10
Computer Software	6,442	0	0	0	0	0	0.00%	11
Crossing Guard Uniforms/Supplies	1,969	1,855	3,097	3,000	3,000	0	0.00%	12
Medical Supplies	0	0	0	0	0	0	0.00%	13
Other - Miscellaneous	24,744	81,507	251,428	25,000	25,000	0	0.00%	14
	55,529	245,689	413,108	103,500	103,500	0	0.00%	
Other Charges								
Travel/Professional Dev.	10,300	12,370	14,116	10,000	14,000	4,000	40.00%	15
Dues & Subscriptions	0	0	0	100	100	0	0.00%	16
	10,300	12,370	14,116	10,100	14,100	4,000	39.60%	
Property								
Equipment	428,207	48,317	78,391	60,000	60,000	0	0.00%	17
	428,207	48,317	78,391	60,000	60,000	0	0.00%	
Program Total	1,507,334	1,510,177	1,715,511	1,519,955	1,814,809	294,854	19.40%	

Facilities Maintenance Programs

MSDE Category: Maintenance of Plant

Program Staffing Summary	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	
Professional	1.5	1.5	1.5	1.5	1.5	0.0	0.00%	
Clerical and Support	1.0	2.0	2.0	2.0	2.0	0.0	0.00%	
Maintenance Personnel	35.0	35.0	35.0	35.0	35.0	0.0	0.00%	
Total FTE	37.5	38.5	38.5	38.5	38.5	0.0	0.00%	
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Program Budget	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Professional	146,871	157,961	124,900	128,905	128,905	0	0.00%	1
Clerical and Support	47,965	78,877	83,334	85,837	85,837	0	0.00%	2
Maintenance Personnel	1,749,298	1,689,635	1,743,917	1,816,078	1,786,376	(29,703)	-1.64%	3
Additional Pay	74,628	88,177	92,673	95,000	95,000	0	0.00%	4
	2,018,762	2,014,649	2,044,824	2,125,821	2,096,118	(29,703)	-1.40%	
<hr/>								
Contracted Services								
Consultants	23,480	56,946	30,482	70,000	40,000	(30,000)	-42.86%	5
Equipment Rental	62,980	33,217	52,610	30,000	30,000	0	0.00%	6
Equipment Repairs	24,010	4,396	5,107	25,000	25,000	0	0.00%	7
Vehicle Repairs	46,799	25,610	51,864	35,000	35,000	0	0.00%	8
Electrical Repairs	35,452	155,790	89,880	150,000	125,000	(25,000)	-16.67%	9
Emergency Repairs	1,720	0	0	40,000	40,000	0	0.00%	10
Engineering/Architectural Services	400,002	326,704	216,314	150,000	200,000	50,000	33.33%	11
Building Renovation	2,897,622	2,836,325	265,009	530,000	750,000	220,000	41.51%	12
Paving/Resurfacing	293,127	223,105	446,976	250,000	250,000	0	0.00%	13
Masonry/Concrete Work	216,096	93,239	222,421	60,000	60,000	0	0.00%	14
Signage	23,695	23,803	8,546	20,000	20,000	0	0.00%	15
Landscaping and Grading	233,068	14,355	22,303	80,000	80,000	0	0.00%	16
Fencing	38,426	6,420	24,385	50,000	50,000	0	0.00%	17
Bleacher Seating	17,720	104,470	213,630	100,000	100,000	0	0.00%	18
Draperies and Shades	35,987	11,235	8,270	50,000	25,000	(25,000)	-50.00%	19
Flooring	69,900	143,503	156,398	200,000	150,000	(50,000)	-25.00%	20
Painting	41,814	17,200	152,680	100,000	100,000	0	0.00%	21
Plumbing	53,873	180,207	18,477	195,000	150,000	(45,000)	-23.08%	22
Fire/Life Safety	320,181	240,531	676,306	300,000	300,000	0	0.00%	23
HVAC	582,855	2,507,950	576,685	708,000	600,000	(108,000)	-15.25%	24
Roofing	116,974	29,174	715	25,000	25,000	0	0.00%	25
EPA Compliance Services	154,788	70,722	213,093	200,000	200,000	0	0.00%	26
Locker Repairs/Replacement	16,905	21,047	0	40,000	40,000	0	0.00%	27
Chalkboard/Tackboard Replac.	0	0	1,481	6,000	6,000	0	0.00%	28
Other	1,254,440	514,382	944,329	1,070,000	1,070,000	0	0.00%	29
Trailer Rental	0	0	0	4,000	0	(4,000)	-100.00%	30
	6,961,911	7,640,330	4,397,960	4,488,000	4,471,000	(17,000)	-0.38%	
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Supplies and Materials								
Plumb., Mech., Elect., Struc. Sup.	1,035,382	1,221,099	1,260,599	1,005,000	1,047,000	42,000	4.18%	31
Small Equipment & Furniture	198,592	16,294	55,257	125,000	125,000	0	0.00%	32
Uniform Maintenance	5,604	9,132	6,744	10,000	10,000	0	0.00%	33
	1,239,578	1,246,525	1,322,600	1,140,000	1,182,000	42,000	3.68%	
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Other Charges								
Travel	13,262	7,223	5,036	6,000	6,000	0	0.00%	34
Recertification Training	865	0	2,891	4,000	4,000	0	0.00%	35
Vehicle Fuel, Oil, Etc..	127,378	73,522	80,805	135,000	110,000	(25,000)	-18.52%	36
	141,505	80,745	88,732	145,000	120,000	(25,000)	-17.24%	
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Property								
Equipment	179,420	203,856	222,340	205,000	205,000	0	0.00%	37
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Program Total	10,541,177	11,186,105	8,076,457	8,103,821	8,074,118	(29,703)	-0.37%	

Facilities Capital Outlay

MSDE Category: Capital Outlay

<u>Program Staffing Summary</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	
Professional	4.0	3.0	3.0	4.0	4.0	0.0	0.00%	
Clerical and Support	2.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Specialists/Technicians	1.0	1.0	1.0	0.0	0.0	0.0	0.00%	
Total FTE	7.0	5.0	5.0	5.0	5.0	0.0	0.00%	
<u>Program Budget</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Actual FY18</u>	<u>Budget FY19</u>	<u>Budget FY20</u>	<u>Inc./(Decr.) Bud19 vs Bud20</u>	<u>% Inc. / (Decr.) Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	340,008	305,611	311,669	385,982	389,833	3,851	1.00%	1
Clerical and Support	83,836	47,262	47,748	49,209	49,209	0	0.00%	2
Specialists/Technicians	51,648	53,489	18,989	0	0	0	0.00%	3
Additional Pay	850	50	481	500	500	0	0.00%	4
	476,342	406,412	378,887	435,691	439,542	3,851	0.88%	
Contracted Services								
Other Contracted Services	0	0	5,880	6,000	6,000	0	0.00%	5
	0	0	5,880	6,000	6,000	0	0.00%	
Supplies and Materials								
Office Supplies	7,066	4,662	2,265	5,000	5,000	0	0.00%	6
Computer Software	0	2,300	11,932	12,000	12,000	0	0.00%	7
	7,066	6,962	14,197	17,000	17,000	0	0.00%	
Other Charges								
Travel/Professional Dev.	1,651	0	990	500	500	0	0.00%	8
Dues & Subscriptions	182	0	288	250	250	0	0.00%	9
	1,833	0	1,278	750	750	0	0.00%	
Property								
Equipment	0	49,953	1,569	1,500	1,500	0	0.00%	10
Building Lease	633,468	13,617	0	0	0	0	0.00%	11
	633,468	63,570	1,569	1,500	1,500	0	0.00%	
Transfers								
Transfer - Capital Projects	0	0	0	0	0	0	0.00%	12
	0	0	0	0	0	0	0.00%	
Program Total	1,118,710	476,944	401,811	460,941	464,792	3,851	0.84%	

Food Services Program
MSDE Category: Food Services

<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Additional Pay	0	0	0	0	0	0	0.00%	<i>1</i>
	0	0	0	0	0	0	0.00%	
Transfers								
Transfer to Food Services	17,666	12,365	97,540	20,000	30,000	10,000	50.00%	2
Program Total	17,666	12,365	97,540	20,000	30,000	10,000	50.00%	

Employee Benefit Program

MSDE Category: Fixed Charges

<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Other Charges								
Retirement Plans	6,719,811	6,572,456	7,160,695	7,457,000	7,520,000	63,000	0.84%	1
Social Security	11,489,042	11,546,758	11,681,579	11,956,642	12,114,678	158,036	1.32%	2
Workmen's Compensation	1,164,426	1,190,025	1,207,979	1,184,253	1,185,199	947	0.08%	3
Medical Insurance	28,854,640	30,967,105	37,919,496	40,925,037	42,560,542	1,635,505	4.00%	4
OPEB Funding / GASB 45	4,275,000	3,750,000	3,500,000	3,500,000	5,000,000	1,500,000	42.86%	5
Life Insurance	214,760	235,480	217,870	220,000	220,000	0	0.00%	6
Long-Term Disability Insurance	26,333	29,744	29,123	30,000	30,000	0	0.00%	7
Unemployment Compensation	63,438	76,240	40,848	115,000	75,000	(40,000)	-34.78%	8
Perfect Attendance - Sick Leave	0	0	360,042	400,000	540,000	140,000	35.00%	9
Retirement - Sick Leave	601,685	647,632	397,698	701,000	601,000	(100,000)	-14.27%	10
Retirement - Annual Leave	248,694	346,830	190,482	285,000	285,000	0	0.00%	11
A&S Tuition Reimbursement	63,363	41,384	53,077	60,000	60,000	0	0.00%	12
Teacher Tuition Reimbursement	537,509	508,333	624,773	625,000	625,000	0	0.00%	13
ESP Tuition Reimbursement	33,732	28,934	18,025	35,000	35,000	0	0.00%	14
Health and Wellness	205	3,894	1,873	1,500	1,500	0	0.00%	15
Student Accident Insurance	18,489	36,919	0	20,000	20,000	0	0.00%	16
General Comprehensive Liability	120,610	130,427	147,828	145,000	155,000	10,000	6.90%	17
Encumbrance Clearing	(38,017)	0	2,387	0	0	0	0.00%	18
Resource Pool					4,063,404	4,063,404	100.00%	19
Program Total	54,393,718	56,112,160	63,553,775	67,660,432	75,091,323	7,430,891	10.98%	

Elected Board Member Services

MSDE Category: Administration

MSDE Subcategory: Board of Education Services

<u>Program Staffing Summary</u>	Actual <u>FY16</u>	Actual <u>FY17</u>	Actual <u>FY18</u>	Budget <u>FY19</u>	Budget <u>FY20</u>	Inc./(Decr.) <u>Bud19 vs Bud20</u>	% Inc. / (Decr.) <u>Bud19 vs Bud20</u>	
Board Members	7.0	7.0	7.0	7.0	7.0	0.0	0.00%	
Professional	2.0	2.0	2.0	3.0	3.0	0.0	0.00%	
Clerical and Support	1.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Total Board & Employees	<u>10.0</u>	<u>10.0</u>	<u>10.0</u>	<u>11.0</u>	<u>11.0</u>	<u>0.0</u>	<u>0.00%</u>	
<u>Program Budget</u>	Actual <u>FY16</u>	Actual <u>FY17</u>	Actual <u>FY18</u>	Budget <u>FY19</u>	Budget <u>FY20</u>	Inc./(Decr.) <u>Bud19 vs Bud20</u>	% Inc. / (Decr.) <u>Bud19 vs Bud20</u>	Item #
Salaries and Wages								
Board Members	41,947	51,942	49,200	57,950	64,200	6,250	10.79%	1
Professional	230,420	234,590	239,532	342,124	375,190	33,066	9.66%	2
Clerical and Support	43,359	44,686	46,590	47,376	47,376	0	0.00%	3
Additional Wages	167	137	944	1,000	1,000	0	0.00%	4
	<u>315,893</u>	<u>331,354</u>	<u>336,265</u>	<u>448,450</u>	<u>487,766</u>	<u>39,316</u>	<u>8.77%</u>	
Contracted Services								
Audit & Accounting Fees	47,970	48,960	48,960	55,000	55,000	0	0.00%	5
Legal Fees	70,070	149,676	61,434	50,000	50,000	0	0.00%	6
Other Contracted Services	38,433	37,904	30,456	38,000	38,000	0	0.00%	7
	<u>156,473</u>	<u>236,540</u>	<u>140,850</u>	<u>143,000</u>	<u>143,000</u>	<u>0</u>	<u>0.00%</u>	
Supplies and Materials								
Office Supplies-Board	392	1,763	1,703	2,000	2,000	0	0.00%	8
Office Supplies-Legal Counsel	881	648	471	2,000	2,000	0	0.00%	9
Food/Meals - Board	2,345	2,888	4,291	5,500	5,500	0	0.00%	10
	<u>3,617</u>	<u>5,299</u>	<u>6,466</u>	<u>9,500</u>	<u>9,500</u>	<u>0</u>	<u>0.00%</u>	
Other Charges								
Travel-Board	4,372	4,205	3,096	9,500	9,500	0	0.00%	11
Travel-Legal Staff	990	632	827	500	500	0	0.00%	12
Dues & Subscriptions-Board	34,286	36,289	37,144	35,000	39,000	4,000	11.43%	13
Dues & Subs.-Legal Counsel	5,826	8,398	7,813	7,000	8,000	1,000	14.29%	14
Other - Miscellaneous	9,940	7,710	8,550	11,000	11,000	0	0.00%	15
	<u>55,413</u>	<u>57,233</u>	<u>57,430</u>	<u>63,000</u>	<u>68,000</u>	<u>5,000</u>	<u>7.94%</u>	
Property								
Equipment	0	0	0	0	0	0	0.00%	16
Program Total	531,397	630,427	541,011	663,950	708,266	44,316	6.67%	

Executive Leadership Team

MSDE Category: Administration
MSDE Subcategory: Executive Administration

<u>Program Staffing Summary</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	
Professional	2.0	2.0	3.0	3.0	3.0	0.0	0.00%	
Development Coordinator	0.0	0.0	0.0	0.0	0.0	0.0	0.00%	
Clerical and Support	2.0	2.0	3.0	3.0	3.0	0.0	0.00%	
Total FTE	<u>4.0</u>	<u>4.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>0.0</u>	<u>0.00%</u>	
<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	401,395	352,372	495,517	502,448	502,448	0	0.00%	1
Development Coordinator	0	0	0	0	0	0	0.00%	2
Clerical and Support	155,661	157,321	201,555	215,718	215,718	0	0.00%	3
Temporary Employment - Master Plan	0	0	0	0	0	0	0.00%	4
Additional Wages	0	0	366	0	0	0	0.00%	5
	<u>557,056</u>	<u>509,693</u>	<u>697,438</u>	<u>718,166</u>	<u>718,166</u>	<u>0</u>	<u>0.00%</u>	
Contracted Services								
Consultant Services	0	0	0	0	0	0	0.00%	6
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>	
Supplies and Materials								
Office Supplies-Superintendent	504	1,167	2,007	2,000	2,000	0	0.00%	7
Office Supplies-Deputy Supt.	485	1,612	2,691	2,000	2,000	0	0.00%	8
Office Supplies-COO	0	0	0	2,000	2,000	0	0.00%	9
Office Supplies-System Dev.	0	0	0	0	0	0	0.00%	10
Books and Magazines-Supt.	12	151	89	200	200	0	0.00%	11
Books and Magazines-Dep. Supt.	47	0	399	100	100	0	0.00%	12
	<u>1,047</u>	<u>2,930</u>	<u>5,186</u>	<u>6,300</u>	<u>6,300</u>	<u>0</u>	<u>0.00%</u>	
Other Charges								
Travel-Superintendent	6,017	4,034	805	3,000	3,000	0	0.00%	13
Travel-Deputy Supt.	43	73	2,238	1,500	1,500	0	0.00%	14
Travel-COO	0	0	70	1,000	1,000	0	0.00%	15
Dues & Subscriptions-Supt.	9,965	7,273	6,909	8,000	8,000	0	0.00%	16
Dues & Subscriptions-Dep. Supt.	197	228	228	200	200	0	0.00%	17
Dues & Subscriptions-COO	0	0	206	500	500	0	0.00%	18
Other - Miscellaneous	11,795	15,646	8,868	10,000	10,000	0	0.00%	19
	<u>28,015</u>	<u>27,255</u>	<u>19,323</u>	<u>24,200</u>	<u>24,200</u>	<u>0</u>	<u>0.00%</u>	
Property								
Equipment	0	0	0	0	0	0	0.00%	20
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>	
Program Total	<u>586,119</u>	<u>539,878</u>	<u>721,948</u>	<u>748,666</u>	<u>748,666</u>	<u>0</u>	<u>0.00%</u>	

Financial Services

MSDE Category: Administration
MSDE Subcategory: Fiscal Services

<u>Program Staffing Summary</u>	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	
Professional	6.0	6.0	5.0	4.0	4.0	0.0	0.00%	
Clerical and Support	9.0	9.0	8.0	8.0	8.0	0.0	0.00%	
Total FTE	15.0	15.0	13.0	12.0	12.0	0.0	0.00%	
<u>Program Budget</u>	Actual FY16	Actual FY17	Actual FY18	Budget FY19	Budget FY20	Inc./(Decr.) Bud19 vs Bud20	% Inc. / (Decr.) Bud19 vs Bud20	Item #
Salaries and Wages								
Professional	536,399	565,979	368,580	396,374	396,374	0	0.00%	1
Clerical and Support	438,937	439,739	385,582	397,602	389,469	(8,133)	-2.05%	2
Additional Wages	19,707	13,815	22,225	15,000	15,000	0	0.00%	3
	995,043	1,019,533	776,387	808,976	800,843	(8,133)	-1.01%	
Contracted Services								
Internal Audit Fees	77,515	78,510	73,140	65,000	66,500	1,500	2.31%	4
Contracted / Temp Services	0	7,950	4,484	5,000	5,000	0	0.00%	5
	77,515	86,460	77,624	70,000	71,500	1,500	2.14%	
Supplies and Materials								
Office Supplies	9,439	6,854	5,276	6,500	5,500	(1,000)	-15.38%	6
Other Charges								
Travel/Professional Dev.	4,304	7,198	5,360	4,000	4,000	0	0.00%	7
Dues & Subscriptions	2,698	1,734	1,526	2,500	2,000	(500)	-20.00%	8
Other - Miscellaneous	(653)	1,695	1,024	1,500	1,500	0	0.00%	9
	6,349	10,627	7,910	8,000	7,500	(500)	-6.25%	
Property								
Equipment	0	4,564	0	0	0	0	0.00%	10
Transfers								
Business Support Credit	(570,085)	(278,886)	(249,873)	(250,000)	(250,000)	0	0.00%	11
Program Total	518,261	849,152	617,324	643,476	635,343	(8,133)	-1.26%	

Purchasing Services

MSDE Category: Administration
MSDE Subcategory: Purchasing Services

<u>Program Staffing Summary</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	
Professional	1.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Clerical and Support	4.0	4.0	4.0	4.0	4.0	0.0	0.00%	
Total FTE	5.0	5.0	5.0	5.0	5.0	0.0	0.00%	
<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	115,772	89,961	84,970	88,036	88,036	0	0.00%	1
Clerical and Support	173,629	184,486	191,909	197,678	197,678	0	0.00%	2
Temporary Employment	1,641	0	0	0	0	0	0.00%	3
Additional Wages	145	0	0	500	500	0	0.00%	4
	291,188	274,448	276,879	286,214	286,214	0	0.00%	
Contracted Services								
Contracted Services	1,679	3,000	3,400	3,000	3,000	0	0.00%	5
	1,679	3,000	3,400	3,000	3,000	0	0.00%	
Supplies and Materials								
Office Supplies	3,904	6,876	3,990	5,000	5,000	0	0.00%	6
Advertising	4,344	149	164	2,500	1,500	(1,000)	-40.00%	7
	8,248	7,025	4,154	7,500	6,500	(1,000)	-13.33%	
Other Charges								
Travel/Professional Dev.	1,031	3,070	779	2,500	2,000	(500)	-20.00%	8
Dues & Subscriptions	1,190	1,728	2,728	3,500	4,000	500	14.29%	9
	2,221	4,799	3,507	6,000	6,000	0	0.00%	
Property								
Equipment	0	0	0	0	0	0	0.00%	10
Program Total	303,335	289,271	287,939	302,714	301,714	(1,000)	-0.33%	

Printing Services

MSDE Category: Administration

MSDE Subcategory: Printing, Publishing, and Duplicating Services

<u>Program Staffing Summary</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	
Clerical and Support	2.0	2.0	2.0	2.0	2.0	0.0	0.00%	
Technical	4.0	4.0	3.0	3.0	3.0	0.0	0.00%	
Total FTE	<u>6.0</u>	<u>6.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>0.0</u>	<u>0.00%</u>	
<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Clerical and Support	112,462	105,379	97,388	92,697	92,697	0	0.00%	1
Technical	173,604	165,578	142,823	138,802	121,635	(17,167)	-12.37%	2
Temporary Employment	349	3,580	0	0	0	0	0.00%	3
Additional Wages	12,220	7,543	21,271	12,000	12,000	0	0.00%	4
	<u>298,635</u>	<u>282,080</u>	<u>261,482</u>	<u>243,499</u>	<u>226,333</u>	<u>(17,167)</u>	<u>-7.05%</u>	
Contracted Services								
Printing Services	5,981	5,194	8,130	10,000	10,000	0	0.00%	5
Equipment Rental	458,034	432,231	414,033	450,000	450,000	0	0.00%	6
Service/Maint. Contracts	13,188	14,681	22,389	15,000	15,000	0	0.00%	7
Equipment Repair	869	2,483	5,060	2,000	2,000	0	0.00%	8
	<u>478,072</u>	<u>454,589</u>	<u>449,611</u>	<u>477,000</u>	<u>477,000</u>	<u>0</u>	<u>0.00%</u>	
Supplies and Materials								
Office Supplies	1,510	904	774	2,000	1,000	(1,000)	-50.00%	9
Printing Supplies	54,311	62,521	92,054	80,000	80,000	0	0.00%	10
Graphics	2,559	0	3,559	2,000	2,000	0	0.00%	11
	<u>58,379</u>	<u>63,425</u>	<u>96,388</u>	<u>84,000</u>	<u>83,000</u>	<u>(1,000)</u>	<u>-1.19%</u>	
Property								
Equipment	1,170	11,715	2,839	10,000	10,000	0	0.00%	12
Program Total	836,257	811,809	810,320	814,499	796,333	(18,167)	-2.23%	

Community Relations and Public Engagement Services

MSDE Category: Administration
MSDE Subcategory: Information Services

<u>Program Staffing Summary</u>	Actual <u>FY16</u>	Actual <u>FY17</u>	Actual <u>FY18</u>	Budget <u>FY19</u>	Budget <u>FY20</u>	Inc./(Decr.) <u>Bud19 vs Bud20</u>	% Inc. / (Decr.) <u>Bud19 vs Bud20</u>	
Communications Officer	1.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Clerical and Support	2.0	2.0	1.0	1.0	1.0	0.0	0.00%	
Technical	1.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Total FTE	<u>4.0</u>	<u>4.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>0.0</u>	<u>0.00%</u>	
<u>Program Budget</u>	Actual <u>FY16</u>	Actual <u>FY17</u>	Actual <u>FY18</u>	Budget <u>FY19</u>	Budget <u>FY20</u>	Inc./(Decr.) <u>Bud19 vs Bud20</u>	% Inc. / (Decr.) <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Communications Officer	109,497	113,808	106,511	81,407	81,407	0	0.00%	1
Clerical and Support	85,529	85,343	46,925	46,134	46,134	0	0.00%	2
Technical	48,742	50,201	52,441	54,230	54,230	0	0.00%	3
Additional Pay	3,581	2,862	3,027	2,000	2,000	0	0.00%	4
	<u>247,349</u>	<u>252,215</u>	<u>208,903</u>	<u>183,771</u>	<u>183,771</u>	<u>0</u>	<u>0.00%</u>	
Contracted Services								
Video & Marketing	80,662	50,682	16,689	25,000	25,000	0	0.00%	5
Printing	50,234	23,686	19,900	25,000	23,000	(2,000)	-8.00%	6
Contracted Services	189,019	16,134	92,702	92,000	92,000	0	0.00%	7
	<u>319,915</u>	<u>90,501</u>	<u>129,291</u>	<u>142,000</u>	<u>140,000</u>	<u>(2,000)</u>	<u>-1.41%</u>	
Supplies and Materials								
Public Information Supplies	2,139	2,575	4,123	4,000	4,000	0	0.00%	8
Celebration of Excel./Sp. Events	3,598	6,761	4,641	4,000	4,000	0	0.00%	9
Systemwide Apprec./Recog.	10,514	15,257	11,851	6,000	8,000	2,000	33.33%	10
	<u>16,251</u>	<u>24,593</u>	<u>20,615</u>	<u>14,000</u>	<u>16,000</u>	<u>2,000</u>	<u>14.29%</u>	
Other Charges								
Travel/Professional Dev.	0	28	0	500	500	0	0.00%	11
Dues & Subscriptions	597	828	487	550	550	0	0.00%	12
	<u>597</u>	<u>856</u>	<u>487</u>	<u>1,050</u>	<u>1,050</u>	<u>0</u>	<u>0.00%</u>	
Property								
Equipment	0	0	3,536	0	0	0	0.00%	13
Program Total	584,111	368,165	362,832	340,821	340,821	0	0.00%	

Human Resource Services

MSDE Category: Administration

MSDE Subcategory: Human Resource Services

<u>Program Staffing Summary</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	
Professional	5.0	4.0	4.0	4.0	4.0	0.0	0.00%	
Clerical and Support	6.5	6.8	7.8	7.8	7.8	0.0	0.00%	
Total FTE	11.5	10.8	11.8	11.8	11.8	0.0	0.00%	
<hr/>								
<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	436,757	399,583	338,737	402,306	402,306	0	0.00%	1
Clerical and Support	345,077	356,746	413,775	420,372	413,134	(7,238)	-1.72%	2
Temporary Employment	0	56	440	5,000	0	(5,000)	-100.00%	3
Additional Wages	7,053	11,478	12,423	12,000	12,000	0	0.00%	4
Substitute-Clerical	0	0	0	0	0	0	0.00%	5
	788,888	767,863	765,375	839,678	827,440	(12,238)	-1.46%	
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Contracted Services								
Consultants	52,946	62,122	53,672	35,000	10,000	(25,000)	-71.43%	6
Physical Exams	3,540	4,593	4,923	3,500	4,000	500	14.29%	7
Heptavax Vaccine	113	529	238	1,000	500	(500)	-50.00%	8
Criminal Investigation	16,892	12,512	10,377	17,000	17,000	0	0.00%	9
Service/Maint. Contracts	0	0	4,116	0	25,000	25,000	100.00%	10
	73,491	79,756	73,326	56,500	56,500	0	0.00%	
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Supplies and Materials								
Office Supplies	8,242	12,849	8,053	13,000	13,000	0	0.00%	11
Employee ID Supplies	10,709	13,174	12,499	12,000	12,000	0	0.00%	12
Supplies/Mtrls - Staff Development	1,394	8,841	1,325	3,000	2,000	(1,000)	-33.33%	13
Recruiting	10,614	26,671	33,148	20,000	26,000	6,000	30.00%	14
Advertising	98,320	48,772	72,024	55,000	55,000	0	0.00%	15
Food/Meals Expense	14,514	2,334	442	1,000	1,000	0	0.00%	16
	143,794	112,641	127,490	104,000	109,000	5,000	4.81%	
<hr/>								
Other Charges								
Travel/Professional Dev.	12,319	6,580	2,081	7,500	7,500	0	0.00%	17
Recruitment Travel	7,907	1,756	3,385	5,000	5,000	0	0.00%	18
Dues & Subscriptions	7,207	6,941	4,701	7,000	7,000	0	0.00%	19
	27,433	15,276	10,167	19,500	19,500	0	0.00%	
<hr/>								
Property								
Equipment	2,929	0	8,096	0	0	0	0.00%	20
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Program Total	1,036,535	975,537	984,455	1,019,678	1,012,440	(7,238)	-0.71%	

Employee Benefits Administration

MSDE Category: Administration

MSDE Subcategory: Human Resource Services

<u>Program Staffing Summary</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	
Professional	1.0	1.0	1.0	1.0	1.0	0.0	0.00%	
Clerical and Support	1.0	1.5	1.5	1.5	1.5	0.0	0.00%	
Total FTE	2.0	2.5	2.5	2.5	2.5	0.0	0.00%	
<hr/>								
<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	100,503	103,526	92,839	94,805	94,805	0	0.00%	1
Clerical and Support	39,817	62,515	68,358	69,291	69,291	0	0.00%	2
Temporary Employment	1,453	0	0	5,000	2,500	(2,500)	-50.00%	3
Additional Wages	511	624	1,209	1,000	1,000	0	0.00%	4
	142,284	166,666	162,406	170,096	167,596	(2,500)	-1.47%	
<hr/>								
Contracted Services								
Consultants	24,064	22,282	21,802	25,000	24,000	(1,000)	-4.00%	5
	24,064	22,282	21,802	25,000	24,000	(1,000)	-4.00%	
<hr/>								
Supplies and Materials								
Office Supplies	1,313	3,485	3,928	2,500	3,500	1,000	40.00%	6
	1,313	3,485	3,928	2,500	3,500	1,000	40.00%	
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Other Charges								
Travel/Professional Dev.	250	452	415	500	500	0	0.00%	7
Dues & Subscriptions	463	494	640	500	500	0	0.00%	8
	713	946	1,054	1,000	1,000	0	0.00%	
<hr/>								
Property								
Equipment	0	0	0	0	0	0	0.00%	9
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Program Total	168,375	193,380	189,190	198,596	196,096	(2,500)	-1.26%	

Data and Information Processing Services

MSDE Category: Administration

MSDE Subcategory: Data Processing Services

<u>Program Staffing Summary</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	
Professional	3.5	8.5	8.5	8.5	10.5	2.0	23.53%	
Technical	3.0	0.0	0.0	0.0	0.0	0.0	0.00%	
Total FTE	<u>6.5</u>	<u>8.5</u>	<u>8.5</u>	<u>8.5</u>	<u>10.5</u>	<u>2.0</u>	<u>23.53%</u>	
<u>Program Budget</u>	<u>Actual</u> <u>FY16</u>	<u>Actual</u> <u>FY17</u>	<u>Actual</u> <u>FY18</u>	<u>Budget</u> <u>FY19</u>	<u>Budget</u> <u>FY20</u>	<u>Inc./(Decr.)</u> <u>Bud19 vs Bud20</u>	<u>% Inc. / (Decr.)</u> <u>Bud19 vs Bud20</u>	<u>Item #</u>
Salaries and Wages								
Professional	334,579	582,912	610,231	633,576	833,576	200,000	31.57%	1
Technical	154,277	17,734	0	0	0	0	0.00%	2
Additional Wages	5,135	159	0	0	0	0	0.00%	3
	<u>493,992</u>	<u>600,805</u>	<u>610,231</u>	<u>633,576</u>	<u>833,576</u>	<u>200,000</u>	<u>31.57%</u>	
Contracted Services								
Consultants	5,250	(8,250)	0	0	0	0	0.00%	4
Training Services	1,131	0	0	0	0	0	0.00%	5
Maintenance Contracts	505,742	261,846	505,899	550,000	575,000	25,000	4.55%	6
	<u>512,123</u>	<u>253,596</u>	<u>505,899</u>	<u>550,000</u>	<u>575,000</u>	<u>25,000</u>	<u>4.55%</u>	
Supplies and Materials								
Computer Supplies	3,411	20,140	2,263	5,000	5,000	0	0.00%	7
Software	23,058	77,600	42,051	20,000	40,000	20,000	100.00%	8
	<u>26,469</u>	<u>97,740</u>	<u>44,313</u>	<u>25,000</u>	<u>45,000</u>	<u>20,000</u>	<u>80.00%</u>	
Other Charges								
Travel/Professional Dev.	753	4,457	4,047	5,000	5,000	0	0.00%	9
Dues & Subscriptions	0	87	83	100	100	0	0.00%	10
	<u>753</u>	<u>4,544</u>	<u>4,130</u>	<u>5,100</u>	<u>5,100</u>	<u>0</u>	<u>0.00%</u>	
Property								
Equipment	0	3,108	22,090	30,000	15,000	(15,000)	-50.00%	11
Equipment - Leased	0	0	0	0	0	0	0.00%	12
	<u>0</u>	<u>3,108</u>	<u>22,090</u>	<u>30,000</u>	<u>15,000</u>	<u>(15,000)</u>	<u>-50.00%</u>	
Program Total	1,033,336	959,792	1,186,663	1,243,676	1,473,676	230,000	18.49%	

Board of Education's FY2020 Draft Budget

Board of Education Members and Staff

Washington County Board of Education Joint Meeting with
Washington County Board of County Commissioners
February 26, 2019

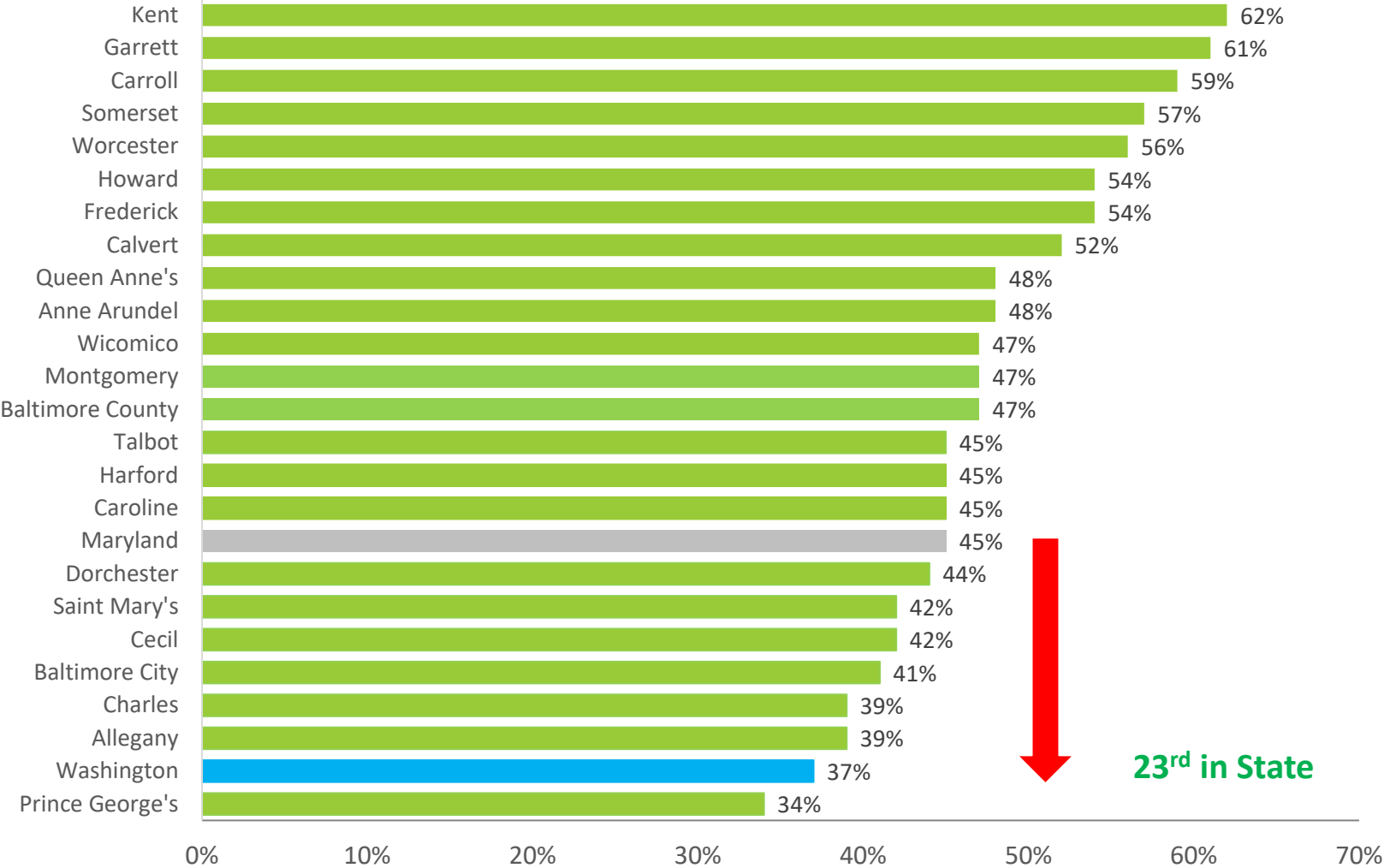
Overarching themes for FY2020 Budget

- Kindergarten Readiness
- Complex Student Needs
- Recruit, Train, and Retain Employees
- Emerging Needs

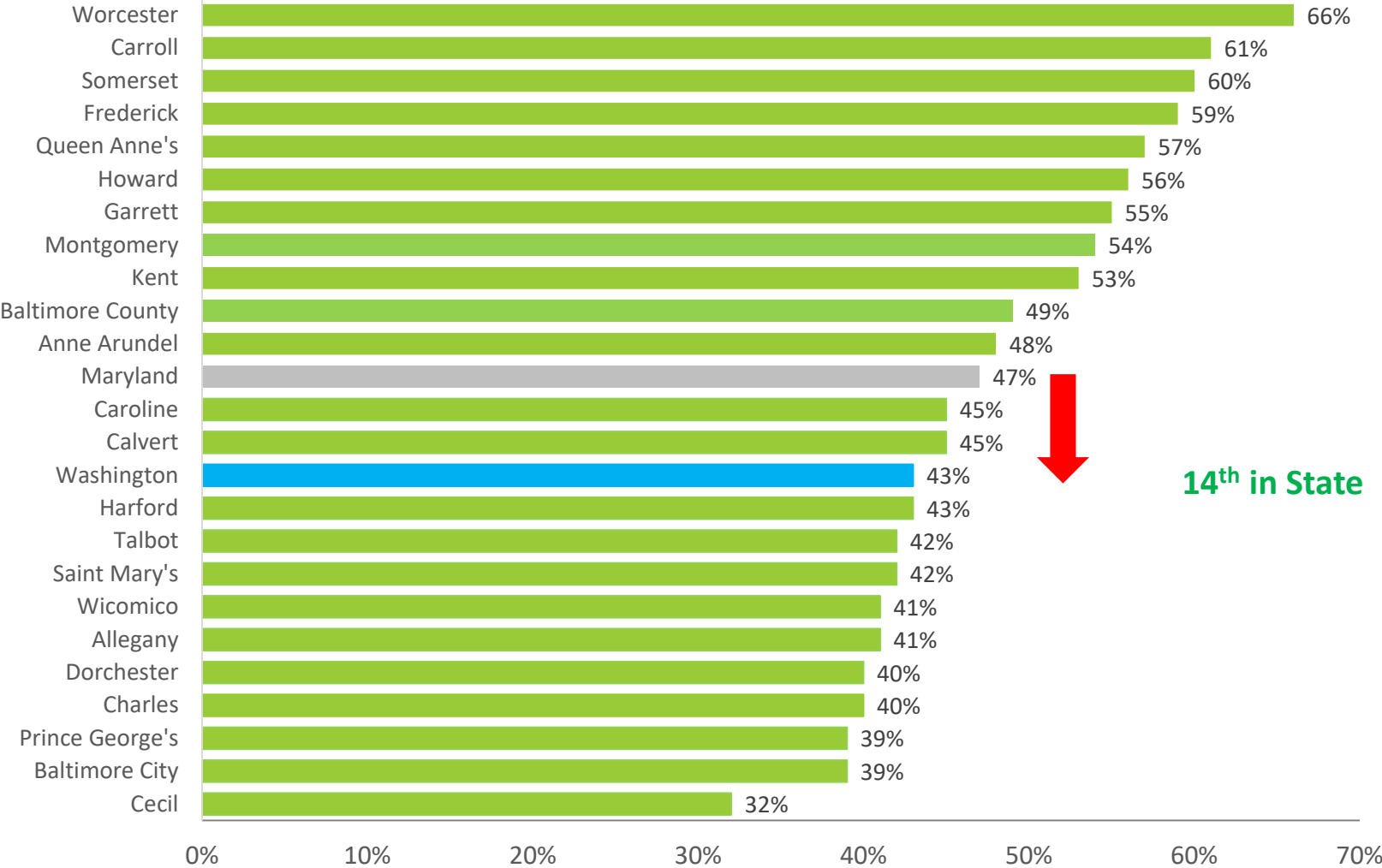
Budget Initiatives – Kindergarten Readiness

- Increase pre-kindergarten classrooms
 - Goal of 1345 students
 - Create 20 new programs
 - Prepare more students for kindergarten

Demonstrate Kindergarten Readiness by Jurisdiction 2017

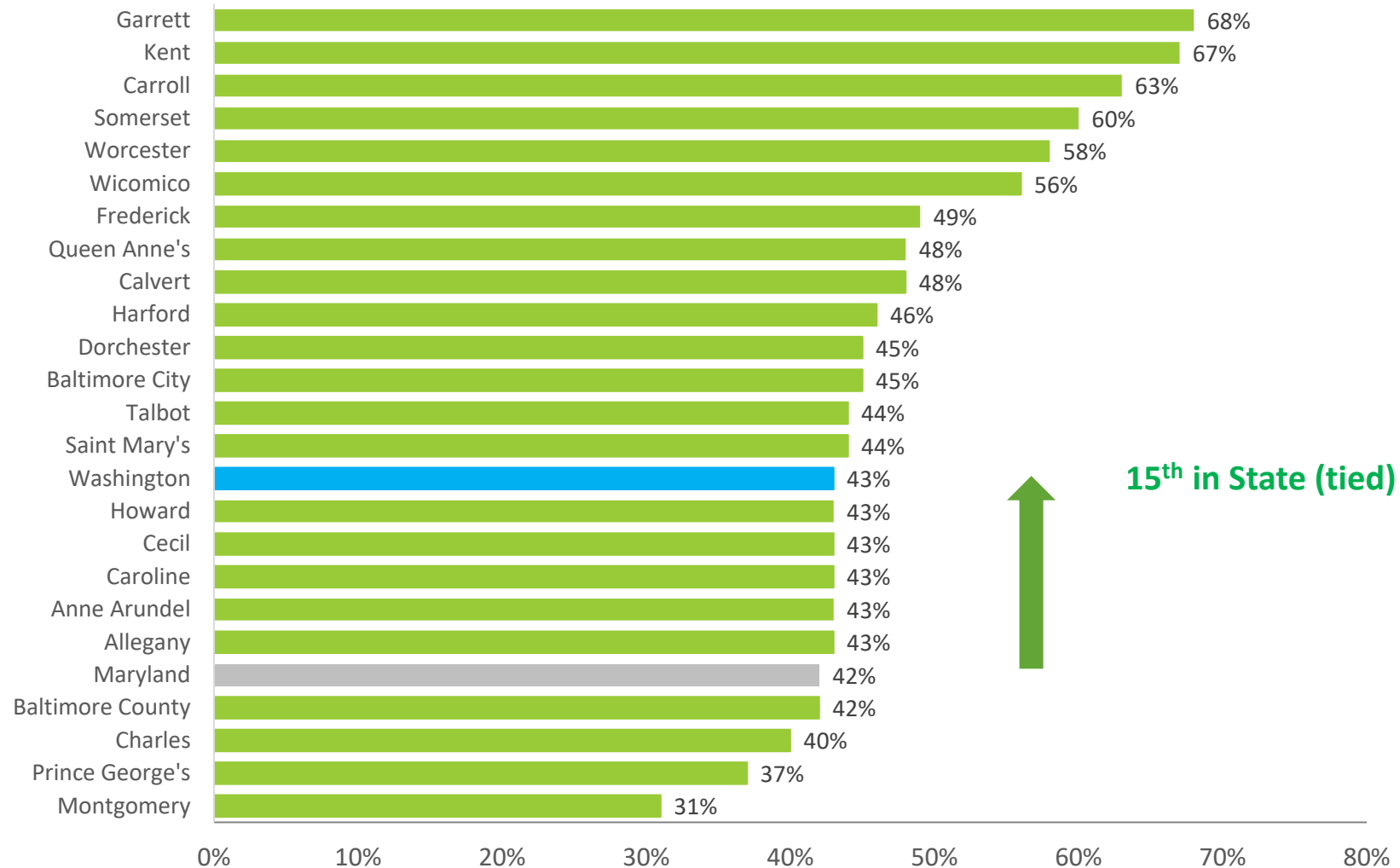


Demonstrate Kindergarten Readiness by Jurisdiction 2018



14th in State

Prior Care Pre-Kindergarten and Readiness 2017

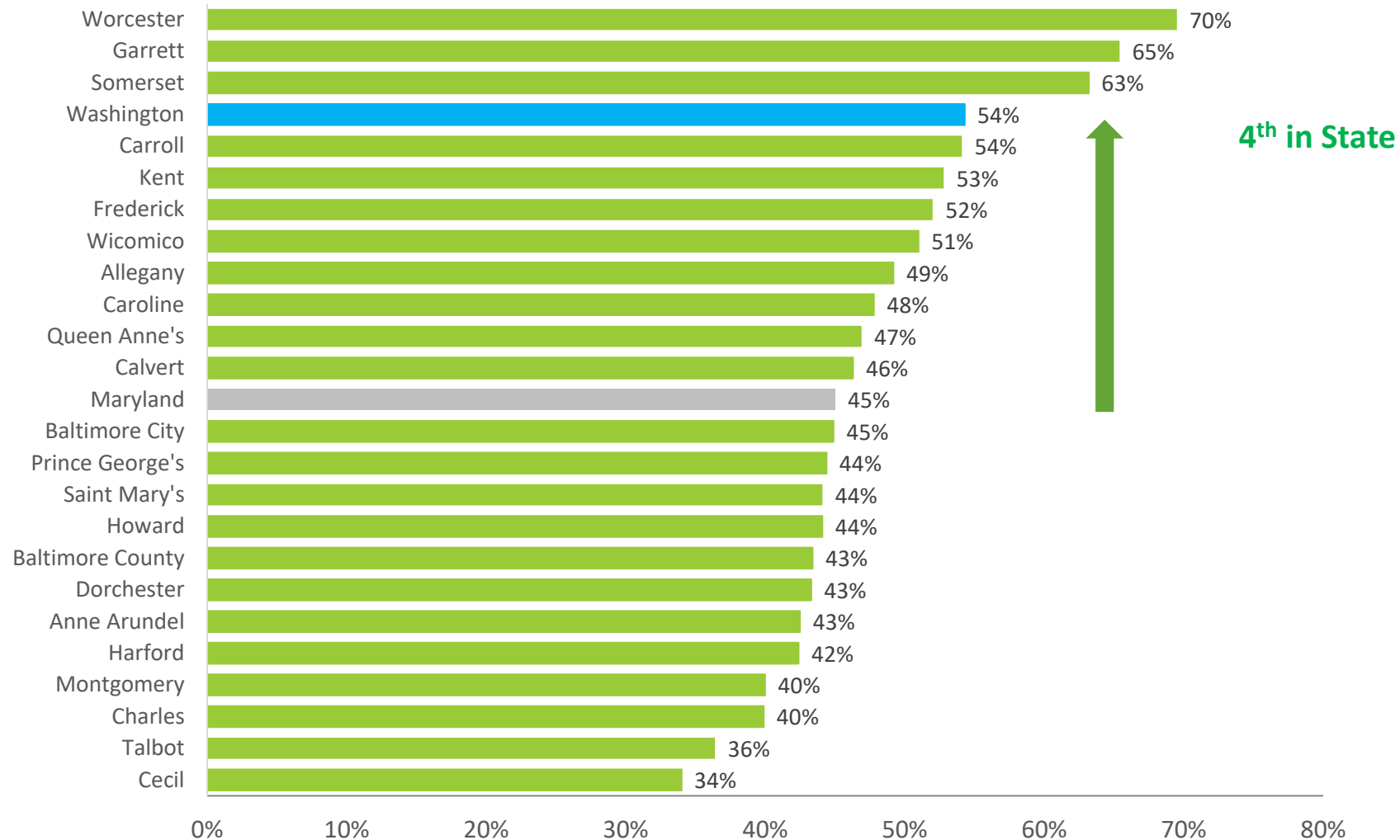


15th in State (tied)

Note: Prior Care is Parent Reported

Joint Meeting with County Commissioners ■ February 26, 2019

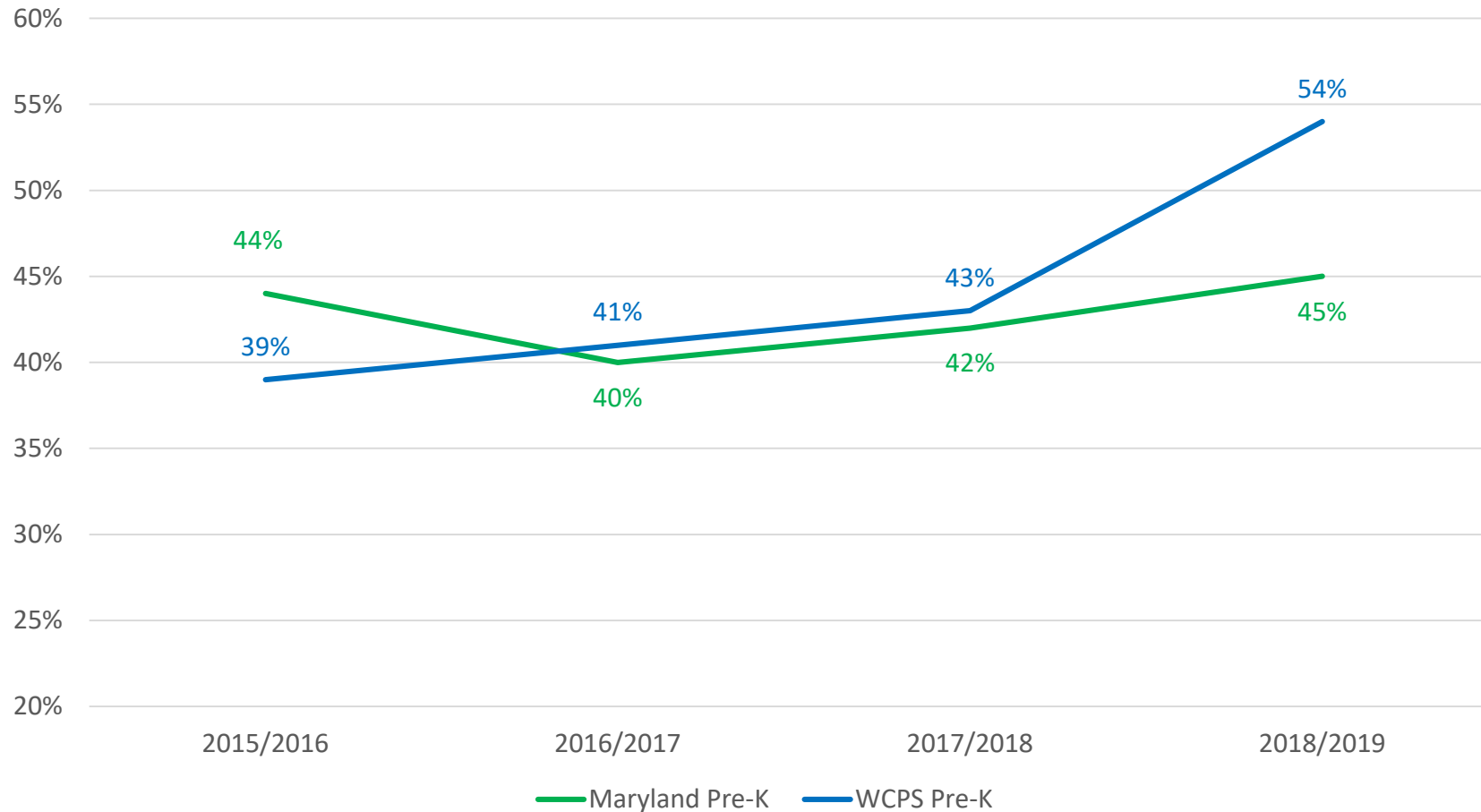
Prior Care Pre-Kindergarten and Readiness 2018



Note: Prior Care is Parent Reported

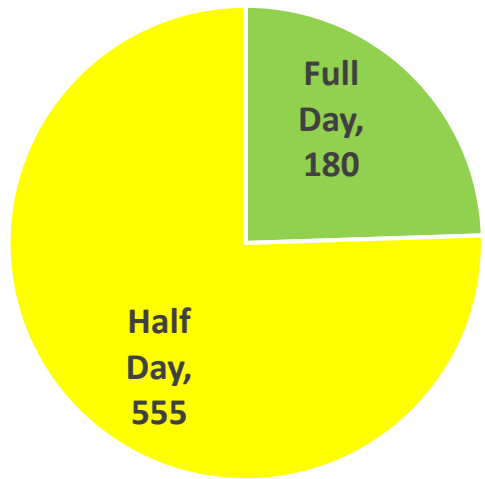
Joint Meeting with County Commissioners ■ February 26, 2019

The Impact of Expansion and High Quality Instruction Over Three Years – Readiness of Pre-Kindergarten



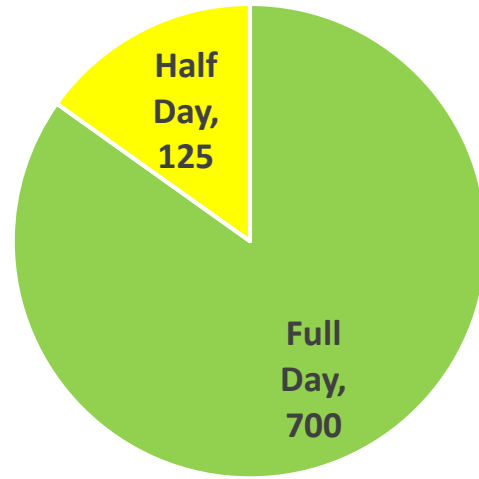
Pre-Kindergarten Expansion

2016/17



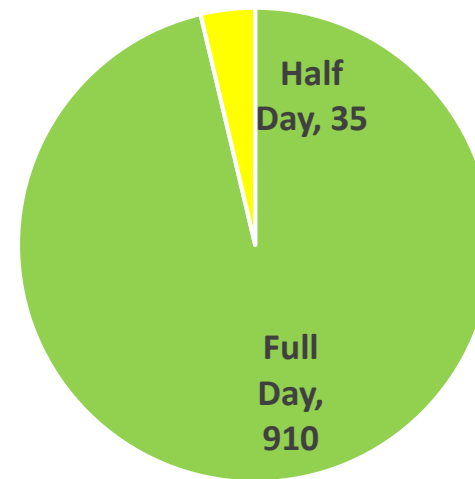
Number of Students = 735

2017/18



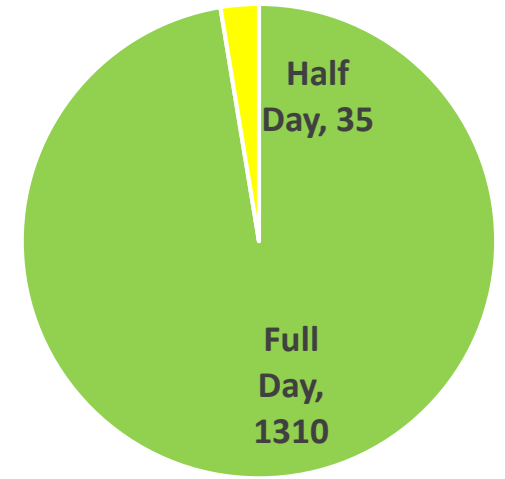
Number of Students = 825

2018/19*



Number of Students = 945

2019/20

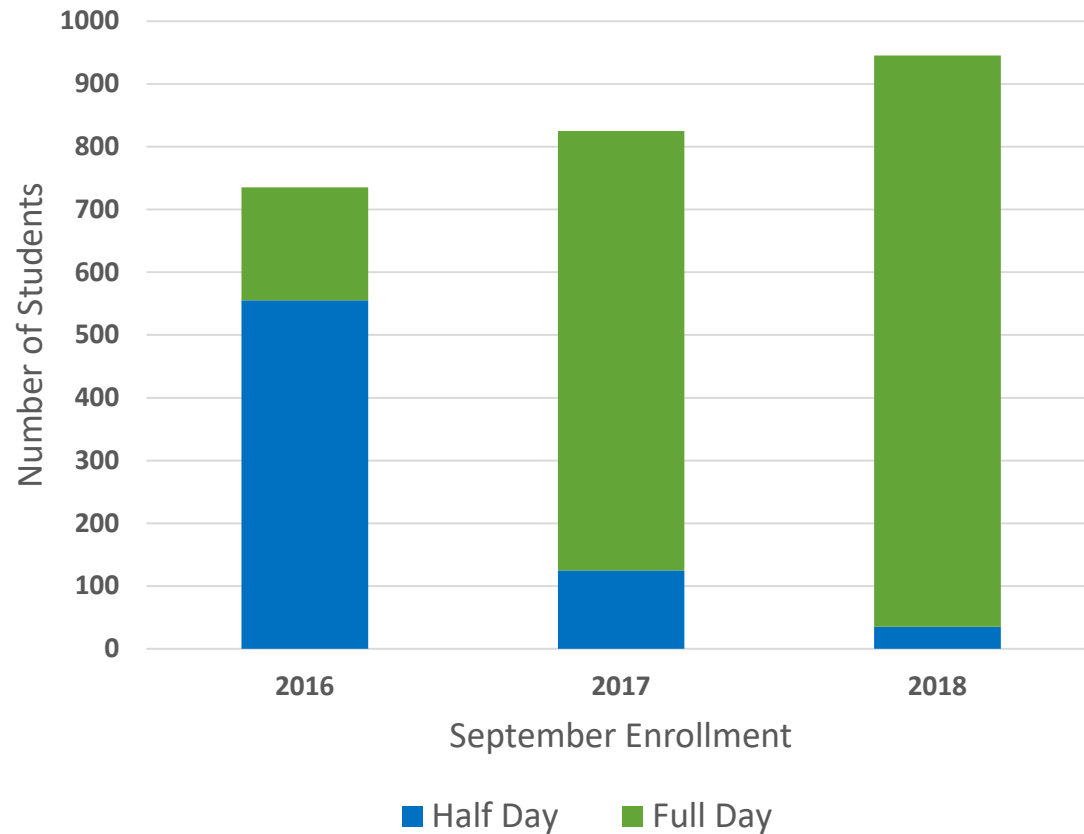


Number of Students = 1345

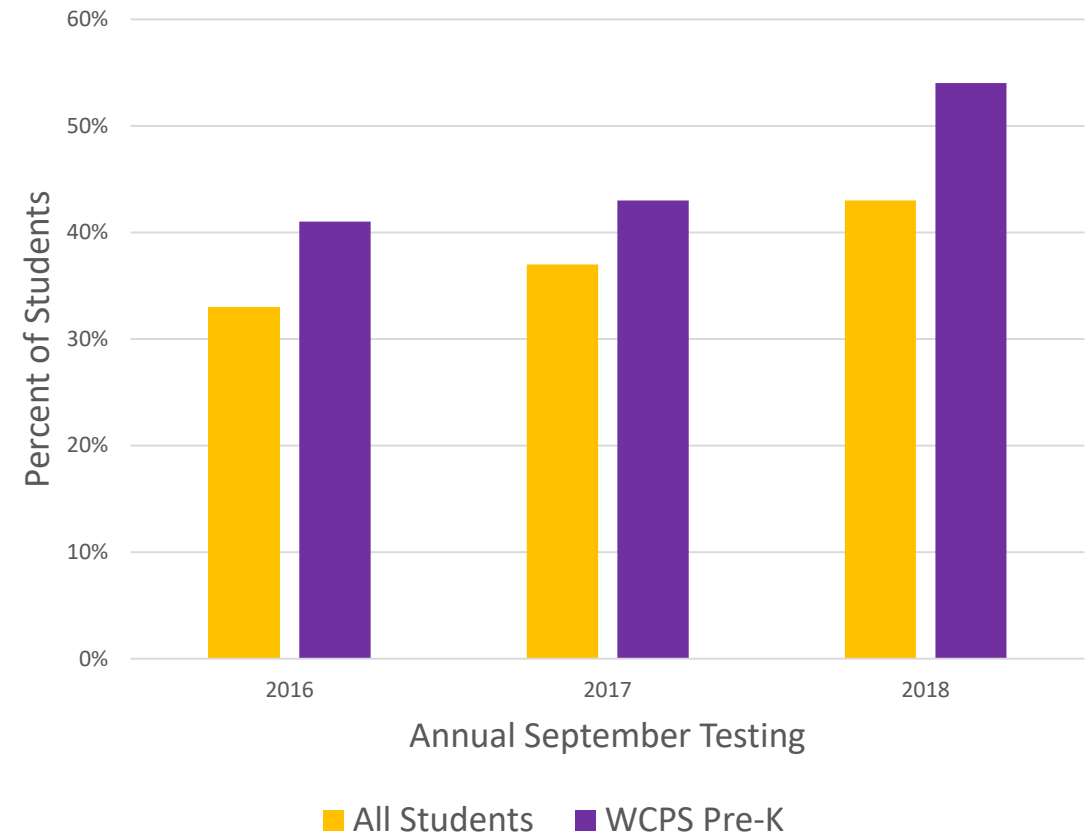
**In 2018/19, full-day Pre-Kindergarten access was offered to all eligible students at every elementary school.*

Gains in Kindergarten Readiness

Pre-Kindergarten Enrollment



Kindergarten Readiness Assessment



Budget Initiatives – Complex Student Needs

- PreK-12 Enrollment – 22,683
- Free and Reduced Priced Meal eligible students – 10,240
- Special Education students – 2,442
- Homeless students – 889
- English Learner students – 567
- Habitually truant students – 416
- Home and hospital teaching students – 251

Budget Initiatives – Complex Student Needs

- Improve student services and support
 - Add 10 counselors/social workers
 - Fund 18 paraprofessionals added in FY2019 to address severe student needs
- Provide services for English Learners (EL)
 - Add 3 EL teachers

Budget Initiatives – Recruit, Train, and Retain Employees

- Provide competitive salaries and wages
- Address healthcare costs
- Enhance pay for substitute teachers
- Meet pension payment requirement
- Address Other Post Employment Benefits (OPEB) liabilities

Budget Initiatives – Emerging Needs

- Maintain technology infrastructure
 - Increase funding to maintain the student device initiative
 - Add 3 positions in network security and data processing
 - Increase funding for software licenses and service contracts
- Expand school resource officer (SRO) program
 - Add 2 SROs

Cost Savings to the Budget

- Adjustments by program
 - Reviewed \$2.2M of redeployments made in FY2019
 - Conducted 19 department meetings to redeploy allocations
 - Redeployed \$746K for FY2020
 - Adjusted 76 different budget lines

General Fund Revenue Request

Pre-Kindergarten Story

- Dr. Stacy Henson, Coordinator for Early Learning
- Ms. Gina Hoover, Pre-K Teacher, Emma K. Doub Elementary School
- Current pre-K student
- Current K student

Capital Budget Requests

Current Infrastructure of WCPS

- Educational facilities to maintain - 49
 - 26 elementary school facilities
 - 7 middle school facilities
 - 9 high school facilities
 - 5 instructional center facilities
 - 1 Transportation Depot
 - 1 Center for Education Services
 - **1,167 acres**
 - **3,536,053 sq. ft.**

BOE PLAN PRESENTED TO BOCC AUGUST 7, 2018

- Develop a prototype design for 3 new schools that replace 6 aging schools
- Reduce construction costs:
 - Reduces overall cost of renovating 6 schools by \$46M
 - Reduces local funding needs by \$31M
- Reduce operational costs:
 - Each new school saves \$1.25M annually over the similar operation of the 2 schools it replaces
 - Less buildings to maintain and eventually replace
 - Less acreage to maintain
 - Reduces future staffing needs
- Increase capacity:
 - 30% increase in student capacity (550 students) for a 6% increase in building area

Total Capital Improvement Project Funding Requests

FY 2020 – FY 2025

Fiscal Year	WCPS Requests Submitted December 2018		County CIP Budget Draft 1 2/12/19	Variance of Local Funding
	State	Local		
2020	\$13,703,000	\$7,290,000	\$4,115,000	(\$3,175,000)
2021	\$7,867,000	\$6,874,000	\$4,000,000	(\$2,874,000)
2022	\$13,211,000	\$11,065,000	\$4,000,000	(\$7,065,000)
2023	\$12,722,000	\$11,567,000	\$4,000,000	(\$7,567,000)
2024	\$21,624,000	\$14,156,000	\$4,000,000	(\$10,156,000)
2025	\$18,550,000	\$12,642,000	\$4,000,000	(\$8,642,000)
Sub-Totals	\$87,678,000	\$63,594,000	\$24,115,000	(\$39,479,000)
Grand Total	\$151,272,000			

* See Next Slide for Detail

WCPS CIP Funding Requests FY2020 – FY2025 Submitted December 2018

	<u>CURRENT AGE</u>
● Sharpsburg Elementary – Replacement School	
● Boonsboro Elementary – Roof replacement	(28 years)
● South Hagerstown High School – Roof replacement	(20 years)
● Elementary “School No. 1” – Replaces 2 existing schools	(Fountain Rock – 1970, Hickory – 1975)
● North Hagerstown High School – Chiller replacement	(27 years)
● Smithsburg High School – HVAC replacement	(54 years)
● Western Heights Middle – Roof Replacement	(22 years)
● North Hagerstown High – Artificial Turf replacement	(12 years)
● Hancock Middle/High School – Boiler replacement	(29 & 46 years)
● Smithsburg High School – Roof replacement	(23 years)
● Wash. Co. Technical High School – Electrical distribution replacement	(47 years)
● Williamsport High School – HVAC replacement	(49 years)
● Williamsport High School – Electrical distribution replacement	(49 years)
● Elementary “School No. 2” – Replaces 2 existing schools	(Old Forge – 1970, Greenbrier – 1971)
● Hancock Elementary – HVAC replacement	(42 years)
● Williamsport Elementary School – Roof replacement	(16 years)
● Williamsport High – Roof replacement	(25 years)
● Northern Middle – HVAC replacement	(39 years)
● Springfield Middle – HVAC replacement	(42 years)
● Springfield Middle – Electrical distribution replacement	(42 years)
● Elementary “School No. 3” – Replaces 2 existing schools	(Fountaindale – 1955, Pot. Hgts. – 1970)
● Marshall Street Center – HVAC replacement	(42 years)
● North Hagerstown High – Roof replacement	(28 years)
● Smithsburg Middle – Roof replacement	(21 years)

County CIP Budget Draft 1 - Presented February 12, 2019

- **Sharpsburg Elementary** – Replacement School
- **Boonsboro Elementary** – Roof replacement
- **South Hagerstown High School** – Roof replacement
- **Elementary “School No. 1”** – Replaces 2 existing schools
- **North Hagerstown High School** – Chiller replacement
- ~~**Smithsburg High School** – HVAC replacement~~
- ~~**Western Heights Middle** – Roof Replacement~~
- ~~**North Hagerstown High** – Artificial Turf replacement~~
- ~~**Hancock Middle/High School** – Boiler replacement~~
- ~~**Smithsburg High School** – Roof replacement~~
- ~~**Wash. Co. Technical High School** – Electrical distribution replacement~~
- ~~**Williamsport High School** – HVAC replacement~~
- ~~**Williamsport High School** – Electrical distribution replacement~~
- ~~**Elementary “School No. 2”** – Replaces 2 existing schools~~
- ~~**Hancock Elementary** – HVAC replacement~~
- ~~**Williamsport Elementary School** – Roof replacement~~
- ~~**Williamsport High** – Roof replacement~~
- ~~**Northern Middle** – HVAC replacement~~
- ~~**Springfield Middle** – HVAC replacement~~
- ~~**Springfield Middle** – Electrical distribution replacement~~
- ~~**Elementary “School No. 3”** – Replaces 2 existing schools~~
- ~~**Marshall Street Center** – HVAC replacement~~
- ~~**North Hagerstown High** – Roof replacement~~
- ~~**Smithsburg Middle** – Roof replacement~~

County CIP Budget Draft 1 - Presented February 12, 2019

Washington County, Maryland
 Capital Improvement 10yr Detail - Board of Education
 Fiscal Year 2020 - 2029
 Draft 1

	Total	Prior Appr.	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Project Costs												
Capital Maintenance - BOE	19,685,882	4,512,882	1,615,000	1,558,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Sharpsburg Elementary School Replacement	26,728,000	10,461,000	10,076,000	6,191,000	0	0	0	0	0	0	0	0
Elementary School 1	40,203,000	0	0	0	3,565,000	9,030,000	12,571,000	12,181,000	2,856,000	0	0	0
Elementary School 2	34,997,000	0	0	0	0	0	0	0	709,000	8,742,000	12,541,000	13,005,000
Urban Education Campus-BOE Component	19,318,000	10,386,000	6,462,000	2,470,000	0	0	0	0	0	0	0	0
TOTAL	140,931,882	25,359,882	18,153,000	10,219,000	5,065,000	10,530,000	14,071,000	13,681,000	5,065,000	10,242,000	14,041,000	14,505,000

5 Years between funding of new schools

46 School Buildings
x 5 Years Between Funding for New Buildings
230 Years Replacement Cycle

Total CIP Funding Requests FY2020 – FY2025 Capital Maintenance Only

- Sharpsburg Elementary – Replacement School
- Boonsboro Elementary – Roof replacement
- South Hagerstown High School – Roof replacement
- ~~Elementary “School No. 1” – Replaces 2 existing schools~~
- North Hagerstown High School – Chiller replacement
- Smithsburg High School – HVAC replacement
- Western Heights Middle – Roof Replacement
- North Hagerstown High – Artificial Turf replacement
- Hancock Middle/High School – Boiler replacement
- Smithsburg High School – Roof replacement
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- Williamsport High – Roof replacement
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- Springfield Middle – Electrical distribution replacement
- ~~Springfield Middle – HVAC replacement~~
- ~~Elementary “School No. 3” – Replaces 2 existing schools~~
- ~~Marshall Street Center – HVAC replacement~~
- ~~North Hagerstown High – Roof replacement~~
- ~~Smithsburg Middle – Roof replacement~~

**No New Buildings
Replacement Cycle ???**

Additional Deferred and Capital Maintenance Projects

Projects for 6 Schools Scheduled for Replacement

Hickory Elementary School (1975)

- Open school conversion
- Roof replacement
- HVAC replacement
- Door & window replacement
- Electrical service replacement
- ADA upgrades
- Plumbing upgrades

Fountain Rock Elementary School (1970)

- Open school conversion
- Door & window replacement
- Public sewer & water service

Old Forge Elementary School (1970)

- Open school conversion
- Roof replacement
- Door & window replacement
- Electrical service replacement
- Plumbing upgrades
- Gym floor replacement
- Public sewer & water service

Greenbrier Elementary School (1971)

- Open school conversion
- Door & window replacement
- Electrical service replacement
- Public water & sewer service

Potomac Heights Elementary School (1970)

- Open school conversion
- HVAC replacement
- Electrical service replacement
- Plumbing upgrades
- Gym floor replacement

Fountaindale Elementary School (1955)

- Plumbing upgrades
- Lighting upgrades

Capital Budget Request

- Provide full-funding in FY2020 for capital replacements and improvements (\$7.29M)
 - Sharpsburg Elementary School Replacement (\$6.019M)
 - Boonsboro Elementary School Roof (\$552K)
 - South Hagerstown High School Roof (\$719K)
- Establish a joint County Government and WCPS committee to discuss CIP
 - County has funded \$7.57M per year over the last 20 years
 - 1990's – 8 Schools
 - 2000's – 7 Schools
 - 2010's – 4 Schools
 - 2020's – 3 Schools



Open Session Item

SUBJECT: County funding to Board of Education

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Rob Slocum, County Administrator; Sara Greaves, Chief Financial Officer

RECOMMENDATION: For informational purposes only

REPORT-IN-BRIEF: School Funding in Maryland is mainly a combination of state and county funding.

DISCUSSION: The County budget allocates approximately 43% of funding towards public education and close to 50% when funding to higher education is included. Education is a primary focus of the Board of County Commissioners. Discussion will include funding to the Board of Education over the past few years and other budgetary data relevant to the discussion.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Power point

AUDIO/VISUAL NEEDS: None



Washington County

M A R Y L A N D

**Washington County Government
Board of Education Budget Overview**

**Washington County, Maryland
February 26, 2019**



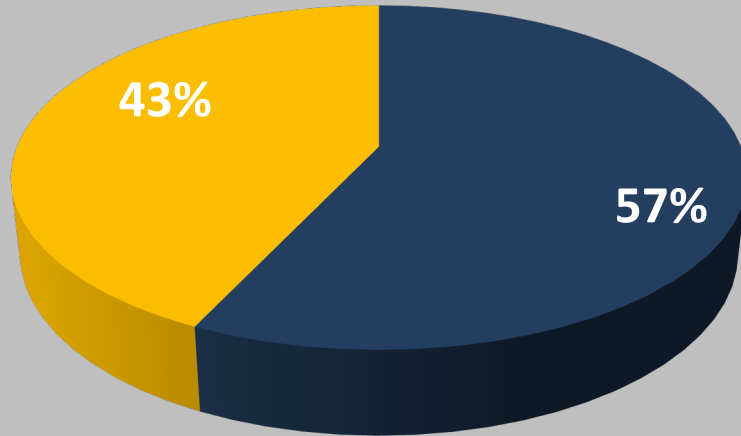
*“School funding in Maryland is mainly a combination of **state** and **county** funding, as very little comes from the federal government and school boards in Maryland do not have independent taxing authority.”*

County Budget

Washington County, Maryland Board of Education



County Budget



■ Board of Education ■ Other

➤ BOE accounts for more than **43%** of General Fund taxpayer dollars each year

➤ **BOCC appropriated**

\$2.2 million more in FY2018

\$1.5 million more in FY2019

Approximately \$2 million more in FY2020 than the prior year's respectively

➤ **Capital Projects**

\$1.2 million more in FY2019 for school safety

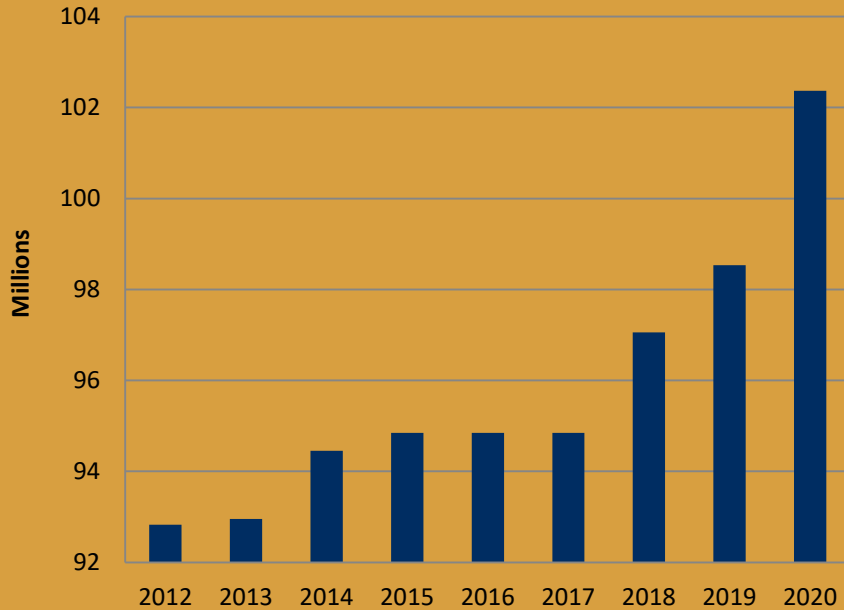
Increased the County's allocation to the BOE **\$4.6 million** over the FY2018 ten year plan

County Budget

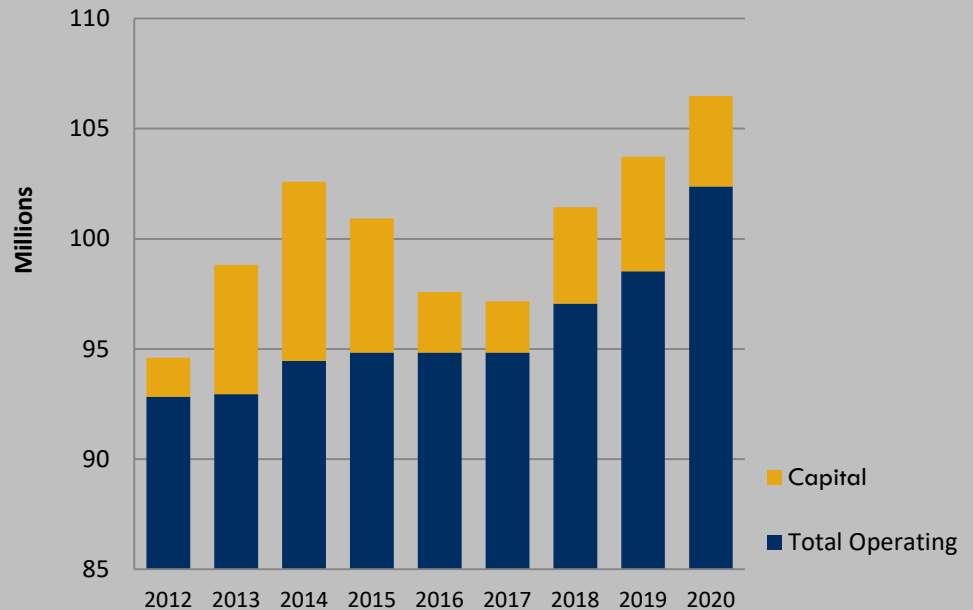
Washington County, Maryland
Board of Education



Total Operating Allocation to BOE

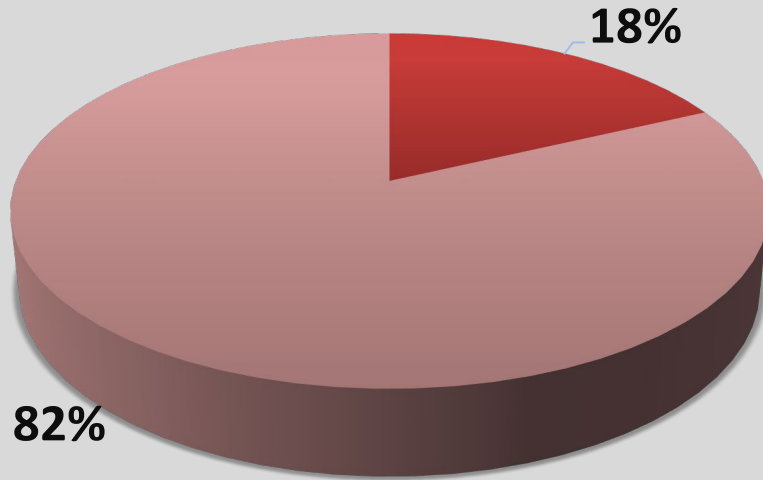


Total Funding to BOE





State Budget



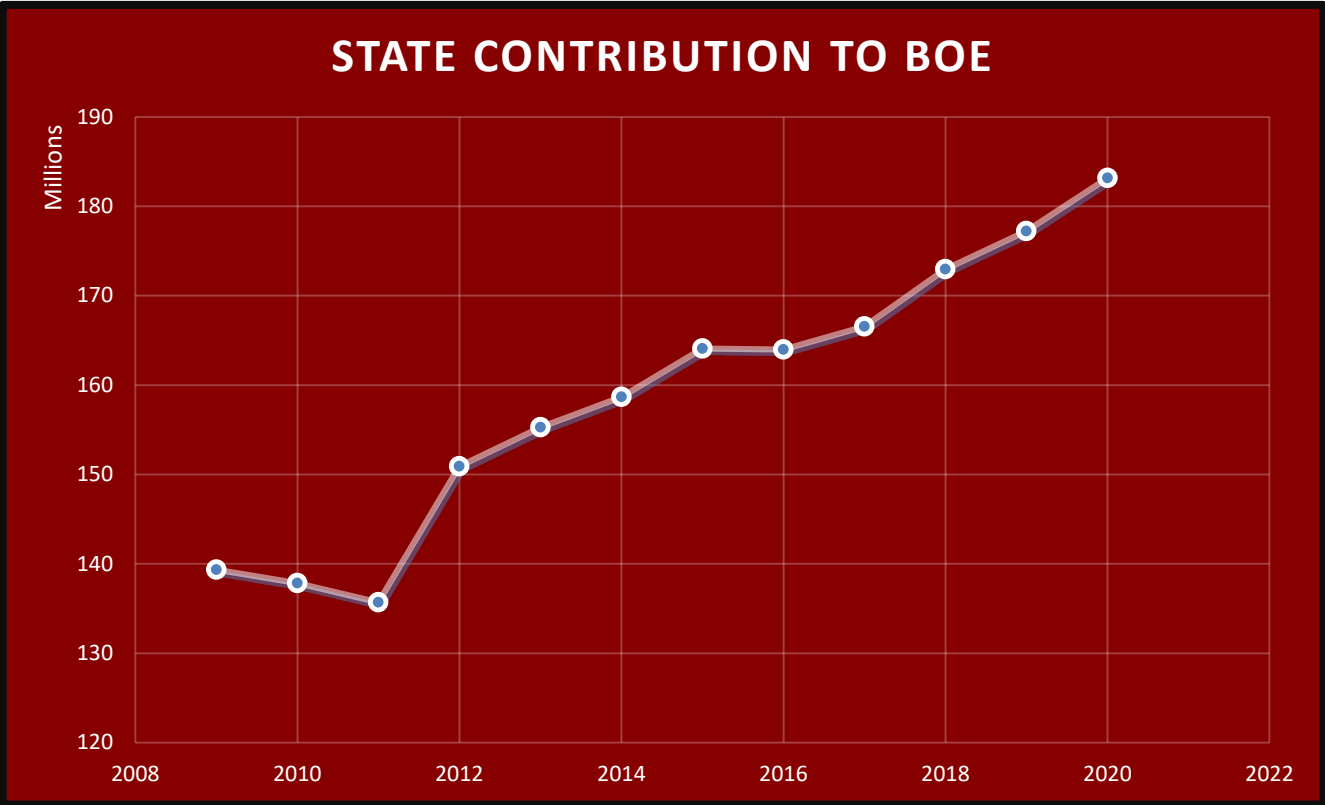
■ Primary & Secondary Education ■ Other

➤ State has provided funding to BOE:

\$173 million in FY2018

\$177 million in FY2019

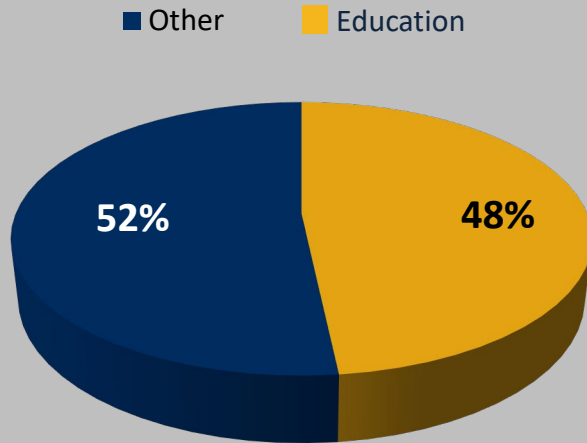
Est \$183 million in FY2020





County's Contribution to Education

Total General Fund Budget



- Operating Funding for Board of Education
- Capital Funding for K-12 school construction projects including capital maintenance
- Ongoing fiscal support to Hagerstown Community College and Washington County Public Free Library

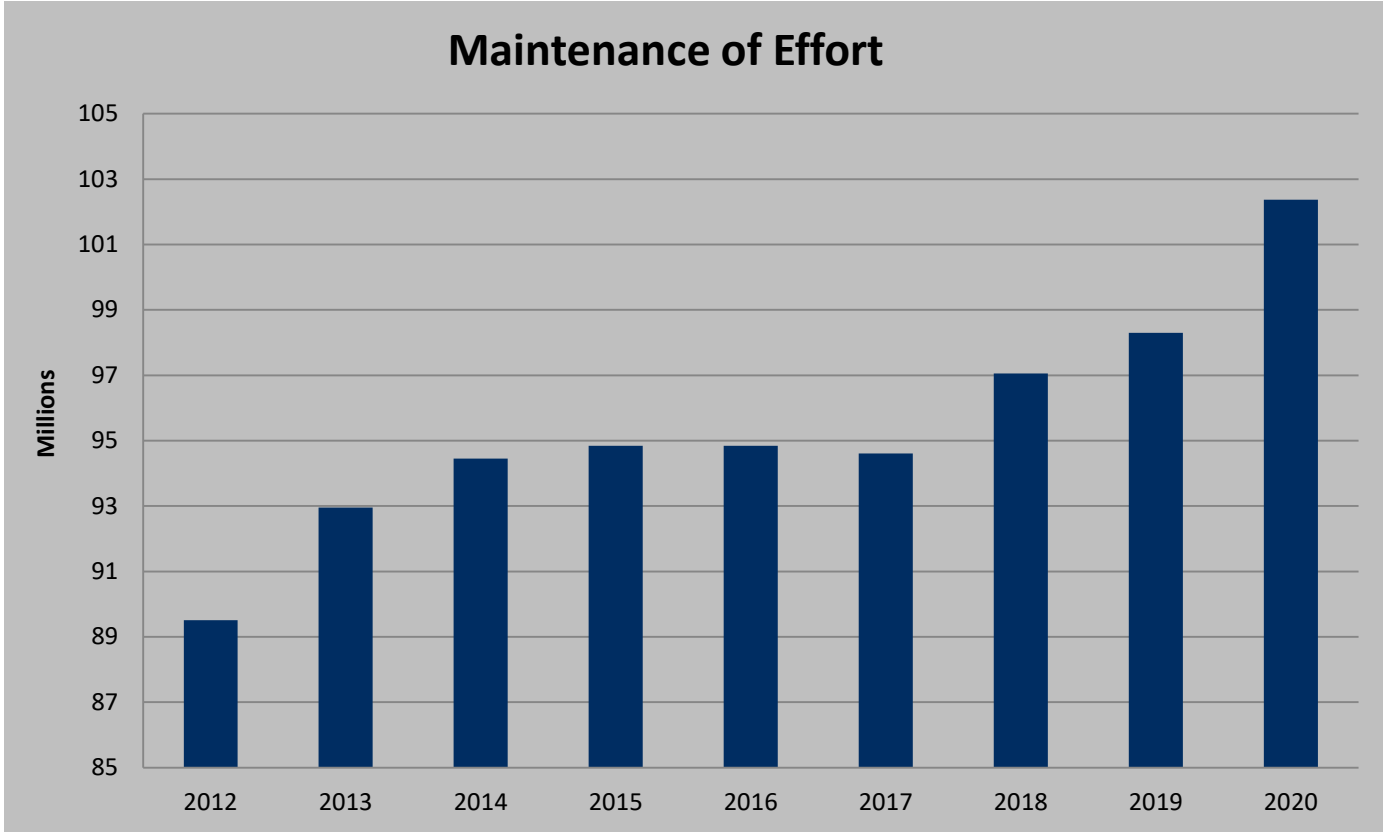


The annual % increase per pupil required to meet Maintenance of Effort (MOE) is derived from the lesser of three factors, after the 5-year statewide moving average for funding has been determined.

For FY2020:

- | | |
|---|-------|
| A. A county's increase in the local wealth per pupil | 2.70% |
| or | |
| B. The statewide average increase in local wealth per pupil | 3.20% |
| or | |
| C. 2.5% | 2.50% |

For FY2020 the lesser is the 2.50%

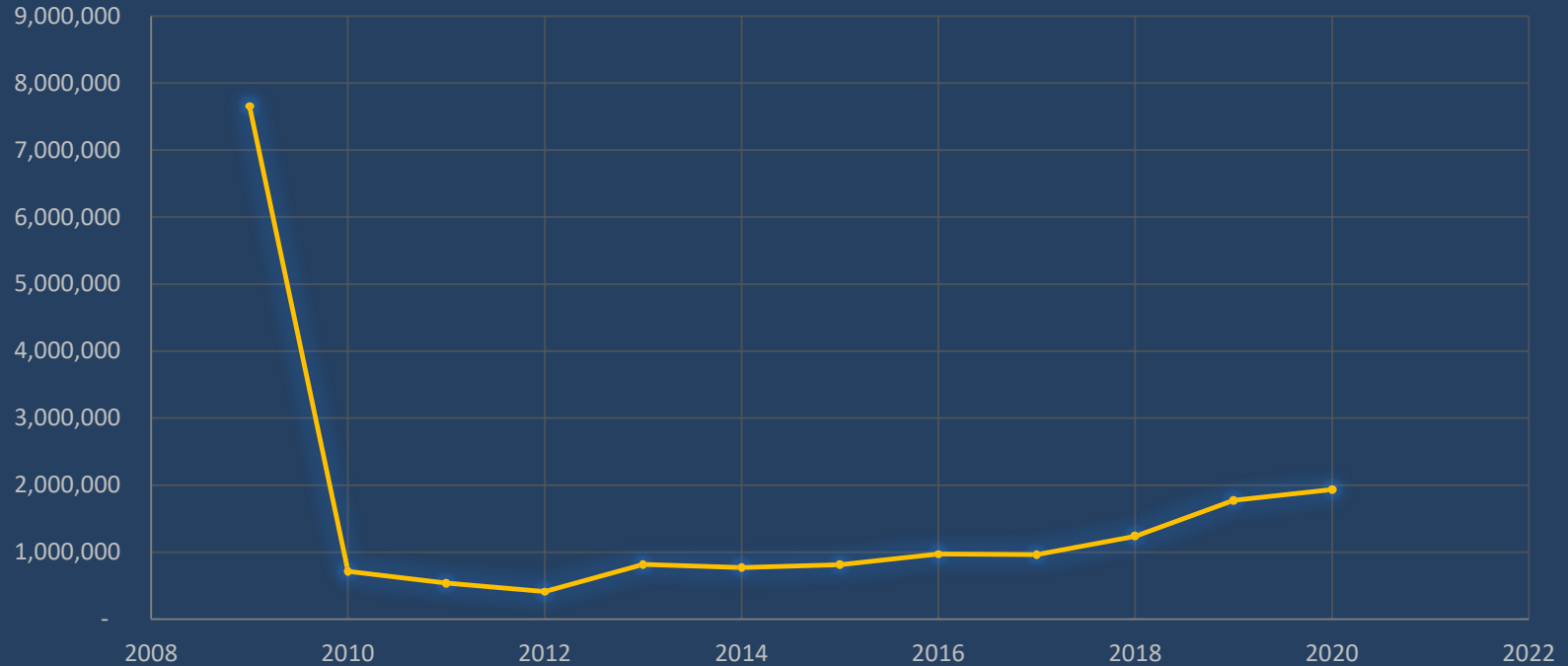


Highway User Revenue Loss

Washington County, Maryland
Board of Education



County Highway User Revenue Loss

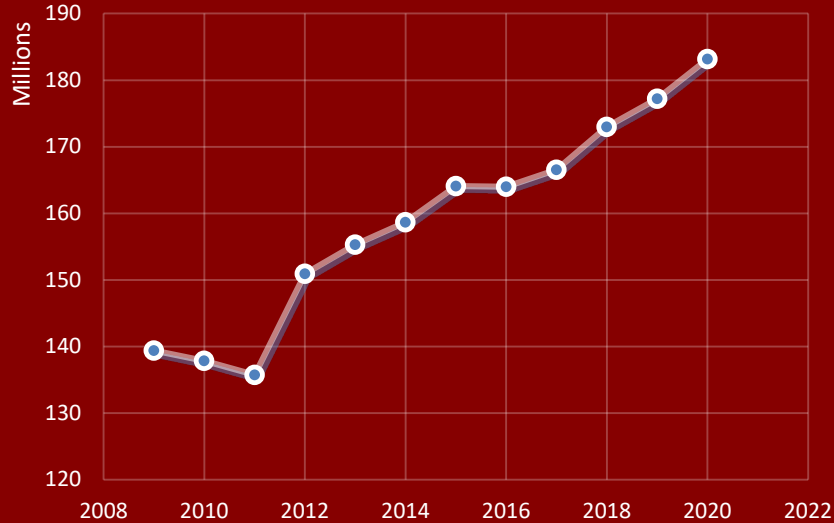


County & State Comparison

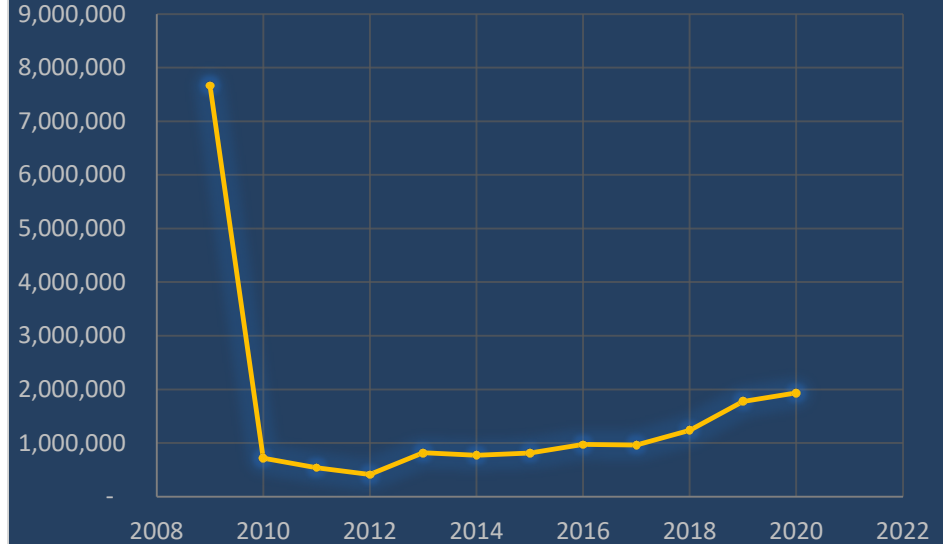
Washington County, Maryland
Board of Education



STATE CONTRIBUTION TO BOE



County Highway User Revenue Loss





- BOCC has lost approximately **\$7,000,000** per year since FY2010 in Highway User Revenue (HUR)
- The cumulative loss since FY2010 of over **\$70 million** (and growing) has affected the BOCC's ability to fund all requests at 100% each year



5-Step Approach to FY2020 County Budget

Step One

Start with prior year base operating budget for all departments and agencies

Step Two

Fund mandates

Step Three

Safety Critical

Step Four

Employee Step

Step Five

Increases to County Departments or Outside Agencies

Prior year base budget \$229.6M plus mandates
(Maintenance of Effort: \$1,960,627 and Debt Service: \$1,156,250) exceed available FY2020 revenues of \$230.8M.



Open Session Item

SUBJECT: Emergency Services Overview - Update

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: R. David Hays, Director, Emergency Services, Robert Moncrief, President, Washington County Volunteer Fire and Rescue Association, and Kingsley Poole, Chairman, Emergency Services Advisory Council

RECOMMENDATION: N/A

REPORT-IN-BRIEF: The Division of Emergency Services and Washington County Volunteer Fire and Rescue Association have evaluated options for consideration in moving forward with implementation of Phase 2 of the Strategic Firefighter Staffing Plan and Phase 2 of the EMS Master Plan.

In doing so, a survey was sent to each volunteer fire and EMS company and the City of Hagerstown Fire Department. The goal of the survey was to solicit feedback

DISCUSSION: The Board of County Commissioners (Board) has long maintained financial support to the independent volunteer fire and EMS departments throughout the County. Without this financial support, the volunteer fire and EMS companies would likely be unable to maintain operations in today's environment.

Currently, the Division of Emergency Services has received requests from 18 of the possible 21 volunteer departments who have expressed their desire to obtain career staffing from the county to help meet today's service delivery challenges. In total, 11 fire departments and all 8 EMS departments have requested that the Commissioners provide them with Phase 2 staffing.

With the stated results of the surveys, our office is recommending consideration be given for the submission of application for a Staffing for Adequate Fire and Emergency Response (SAFER) Grant. As stated previously, the SAFER Grant program is provided through the Federal Emergency Management Agency and is intended to help jurisdictions in need of additional firefighter assistance. The grant application period was opened on February 15th and will subsequently close on March 22nd. If a SAFER Grant is awarded to Washington County, the anticipated timeline for the award notification should be in June of 2019. The Division of Emergency Services is now positioned and ready to make an application if given such direction. Unfortunately, the SAFER Grant program described above will not be permitted to be utilized for EMS Staffing.

Full implementation for Phase 2 of the Firefighter Staffing plan would require the hiring of 60 firefighters and 2 supervisors. Our office recommends consideration for hiring 32 firefighters under the SAFER Grant for FY2020. The year 1 and year 2 cost respectively for the 32 firefighters under the SAFER Grant is \$625,221.40 for each year. For years 3 and 4, we recommend that a re-prioritization of the FY22 and future years Apparatus Fleet Replacement CIP Budget be considered, allowing the yearly \$800,000.00 to be used to offset future cost as the SAFER Grant expires. This

offset would reduce the additional general budget allocation requirements for years 3 and 4, requiring \$200,354.24 in FY22 and \$875,309.96 in FY23. There will also be a \$175,000.00 firefighter staffing subsidy return from the 7 stations who receive the full-time county staffing.

Consideration could be given for an additional staffing subsidy to the departments who are currently paying corporation staffing and have requested full time county staffing, however will not be receiving full time county firefighters in years 1 -3. This additional staffing subsidy would help cover the current out of pocket expenses for those departments. This effort will help to provide a financial bridge that will help create a more fair and equitable solution until the county can re-apply for a second SAFER Grant in 3 years, at that point providing full-time county staffing as requested.

Fully implementing Phase 2 of the EMS staffing plan would also require hiring or absorbing up to 104 EMS staff; many of whom are currently working for the volunteer EMS companies. With all 8 EMS companies expressing a desire to merge their current EMS staff as county employees, consideration of moving to this scenario is of critical importance at this time.

It has also been discussed that additional financial reviews of the fire and EMS companies who receive taxpayer funding should be implemented as additional funding and staffing opportunities are brought forth. Consideration for any cost associated with these additional financial reporting requirements could be covered in part by the \$175,000.00 that was previously allocated for firefighter staffing subsidy, as identified above.

Additional program development should continue to occur that further promotes incentives for our active volunteer fire and EMS responders. These efforts will prove invaluable in maintaining efficiencies within emergency services as we move forward over time. We should continue efforts to find other opportunities and program development that could further promote volunteer responder interest.

FISCAL IMPACT: Phase 2 Fire, Year 1 \$625,221.40; Phase 2 EMS, 2.5M

CONCURRENCES: Rob Slocum, County Administrator, R. David Hays, Director, Emergency Services, Robert Moncrief, President, Washington County Volunteer Fire and Rescue Association, and Kingsley Poole, Chairman, Emergency Services Advisory Council

ALTERNATIVES: Continue with current funding and staffing levels

ATTACHMENTS: Volunteer Department Surveys (EMS/Fire) and Updated Firefighter Cost 2019



Washington County

M A R Y L A N D

Division of Emergency Services
February 2019

Washington County, Maryland
Staffing Plan



Where are current numbers?

What do these numbers tell about the current needs?

Fail Rates

Washington County, Maryland Staffing Plan

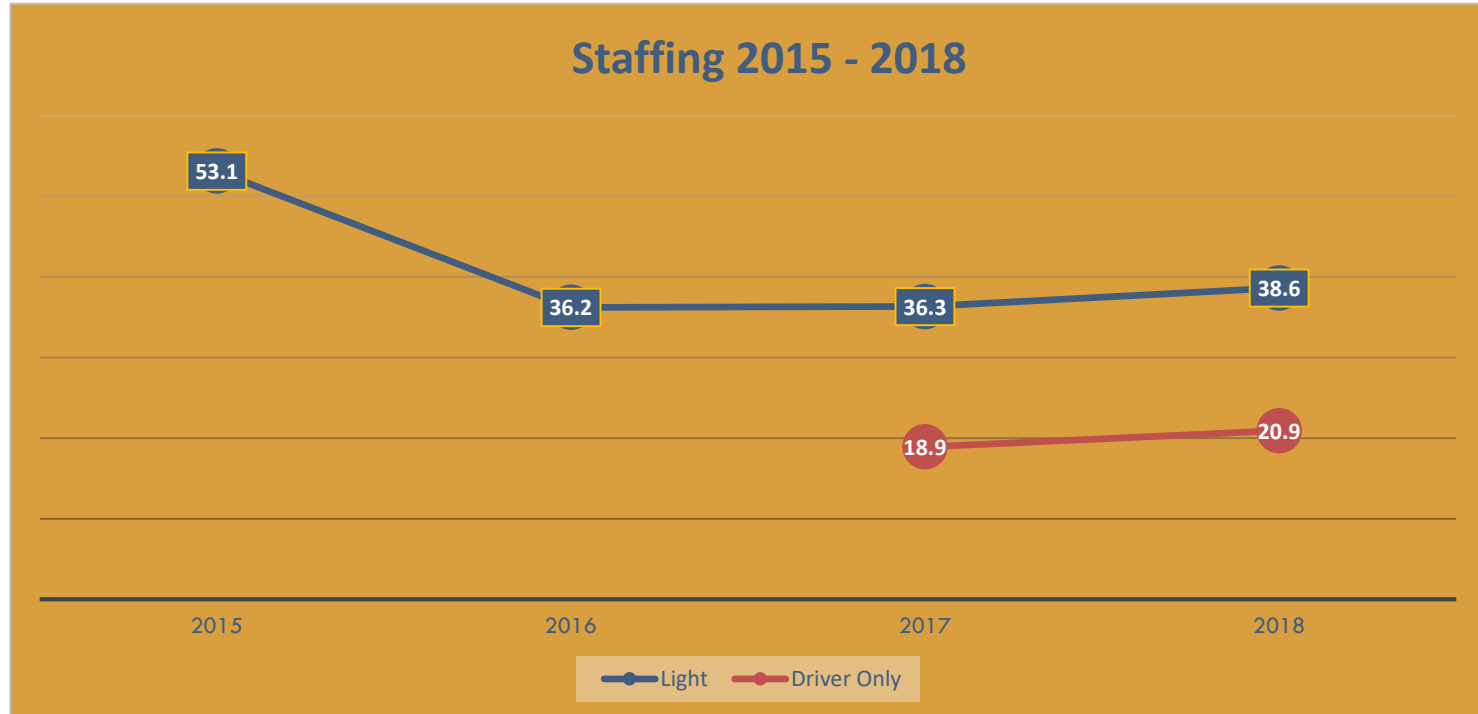


DES Staffing begins to staff VFDs March 2018

BOCC Brief on Volunteer Quarterly Fail Rates per RS-2014-17 & Incident Response Staffing

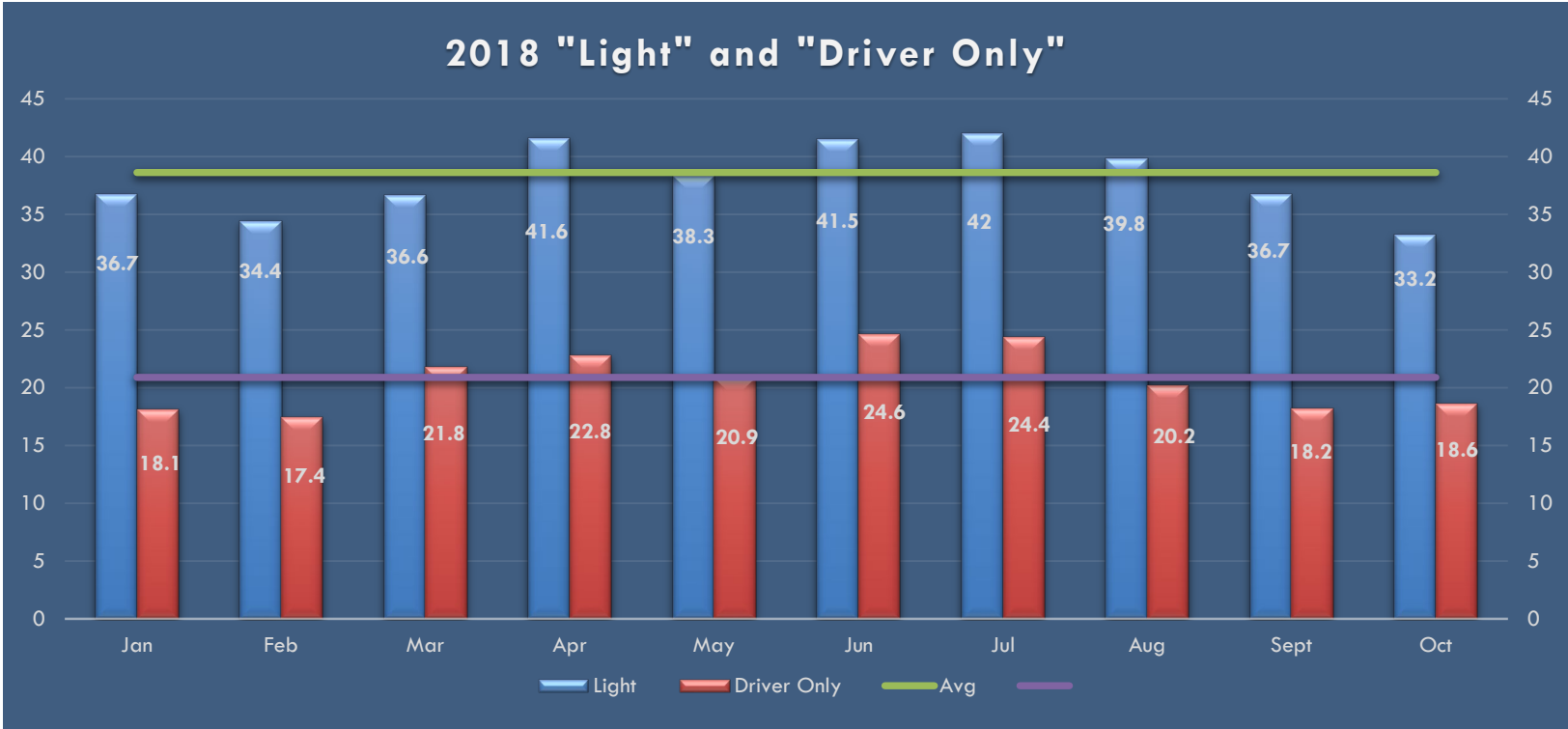
	2015				2016				2017				2018			
	1st QT	2nd QT	3rd QT	4th QT	1st QT	2nd QT	3rd QT	4th QT	1st QT	2nd QT	3rd QT	4th QT	1st QT	2nd QT	3rd QT	4th QT
Co. 1 - Sharpsburg	0.0%	2.7%	6.5%	2.5%	1.2%	2.9%	4.5%	1.4%	1.4%	3.9%	3.3%	1.6%	0.0%	2.0%	0.0%	
Co. 2 - Williamsport	0.9%	0.9%	0.8%	1.2%	0.0%	2.5%	0.9%	0.0%	0.0%	0.5%	0.4%	0.5%	0.9%	0.9%	0.0%	
Co. 4 - Clear Spring	2.9%	3.7%	0.0%	2.5%	0.0%	1.0%	0.0%	1.6%	0.9%	2.4%	0.9%	1.0%	1.5%	0.0%	0.0%	
Co. 5 - Hancock	2.6%	4.6%	0.9%	4.5%	1.5%	2.9%	0.6%	0.0%	1.4%	1.5%	2.8%	0.0%	0.0%	2.7%	2.8%	
Co. 6 - Boonsboro	3.2%	4.5%	1.8%	1.9%	2.2%	1.7%	0.0%	2.8%	5.4%	1.8%	1.1%	0.8%	1.4%	1.9%	0.0%	
Co. 7 - Smithsburg	4.0%	2.9%	2.7%	9.2%	2.2%	1.7%	4.4%	1.6%	1.8%	5.7%	1.2%	1.7%	0.0%	1.6%	2.2%	
Co. 8 - Rohersville	0.9%	1.3%	3.8%	2.5%	4.2%	0.0%	3.9%	4.8%	3.6%	2.5%	5.9%	0.0%	4.0%	0.8%	4.5%	
Co. 9 - Leitersburg	0.0%	1.1%	1.5%	0.0%	0.0%	1.9%	1.0%	1.9%	0.0%	0.0%	2.6%	0.0%	1.0%	0.0%	2.8%	
Co. 10 - Funkstown	2.8%	2.9%	4.7%	2.7%	3.0%	2.0%	1.9%	0.7%	0.0%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%	
Co. 11 - Potomac Vly	5.4%	4.8%	2.9%	12.1%	3.2%	0.0%	2.3%	5.6%	3.0%	5.6%	5.0%	0.0%	3.6%	2.1%	1.1%	
Co. 12 - Fairplay	X	X	X	X	X	X	X	X	1.0%	1.1%	5.0%	2.2%	4.5%	5.1%	5.0%	
Co. 13 - Maugansville	2.3%	0.0%	4.2%	2.1%	1.8%	1.5%	1.1%	0.9%	1.6%	1.5%	0.0%	1.9%	0.5%	1.2%	0.0%	
Co. 16 - Mt. Aetna	0.0%	2.5%	2.1%	0.0%	4.5%	4.3%	3.1%	2.7%	2.0%	3.0%	5.0%	0.0%	1.1%	4.2%	1.0%	
Co. 26 - Halfway	2.7%	4.1%	4.4%	7.2%	3.1%	0.0%	0.4%	0.4%	0.4%	1.2%	1.1%	0.0%	0.0%	0.4%	0.0%	
Co. 27 - Longmeadow	0.5%	0.0%	0.6%	0.5%	2.0%	1.6%	0.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.6%	0.7%	0.0%	

Phase 1 of the staffing plan has had a minimal effect on the system. Understaffed and Driver Only responses continue to increase.



**May 2016 – Apparatus staffing standard lowered; from minimum of 4 certified FFs to 3 FFs

'Light' and 'Driver Only' Statistics



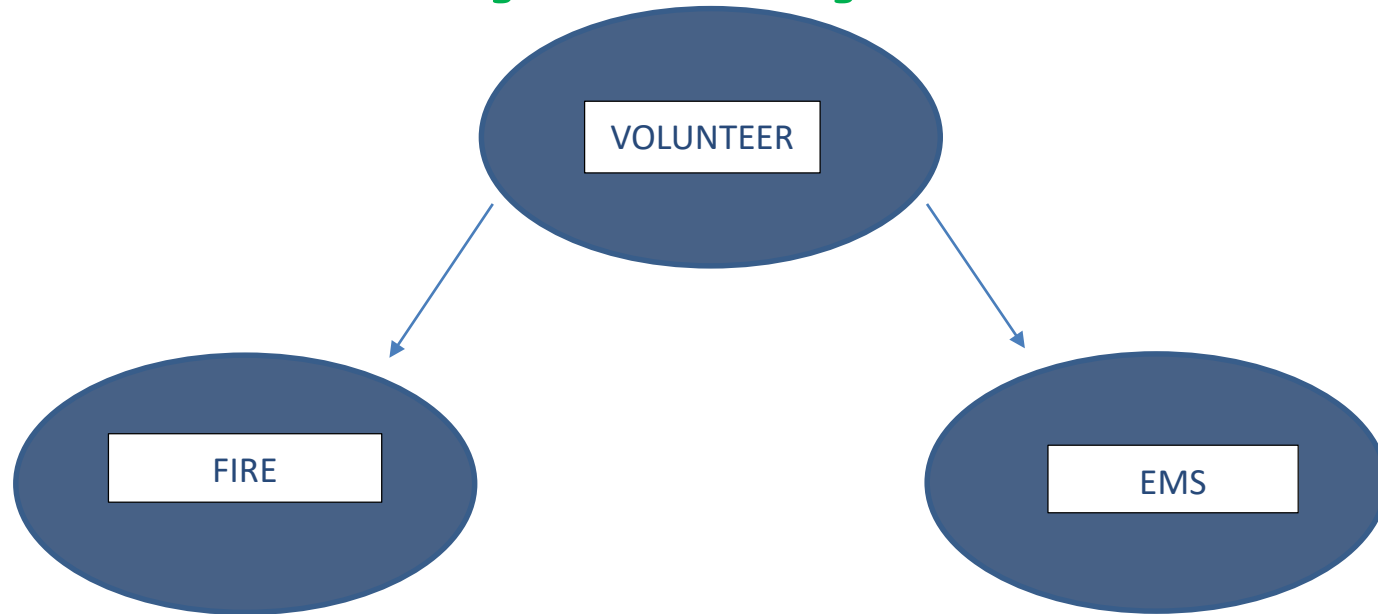




Where are we now?



\$7,156,680



Volunteer Fire & EMS

Washington County, Maryland Staffing Plan



\$5,876,080

Appropriations to
Companies

Insurance (vehicle,
property, casualty)

Firehouse Software

Medical Fees (Volunteer
Physical)

Volunteer Stipend &
Programs

\$1,280,600

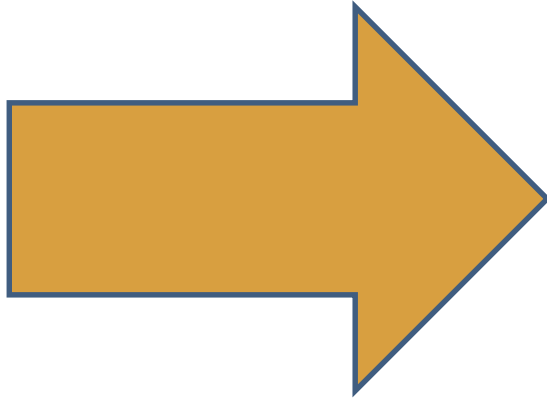
Workers Compensation

LOSAP
Length of Services Awards Program

Other Insurance



Indirect Contributions



- Funding yearly ladder, pump and hose testing (\$90,000.00)
- Cardiac monitor/defibrillator maintenance contracts (\$75,000.00)
- **1 Full-time position for a Recruitment and Retention Coordinator** (works directly for Washington County Volunteer Fire and Rescue Association) \$67,500.00



15 County Volunteer Fire Stations

- Sharpsburg Volunteer Fire Co.
- Williamsport Volunteer Fire and EMS
- Clear Spring Volunteer Fire Co.
- Hancock Volunteer Fire Co.
- First Hose Company of Boonsboro
- Boonsboro Rhodersville Station 8
- Smithsburg Volunteer Fire Co.
- Leitersburg Volunteer Fire Co.
- Funkstown Volunteer Fire Co.
- Potomac Valley Volunteer Fire Co.
- Community Volunteer Fire Co. District 12
- Maugansville Volunteer Fire Co.
- Mt Aetna Volunteer Fire Co.
- Volunteer Fire Company of Halfway
- Longmeadow Volunteer Fire Co.

5 City Volunteer Fire Stations/Hagerstown Fire Department

- First Hagerstown Hose Co.
- Antietam Volunteer Fire Co.
- Independent Juniors Volunteer Fire Co. & Pioneer Hook and Ladder Co.
- Western Enterprise Volunteer Fire Co.
- South Hagerstown Volunteer Fire Co.

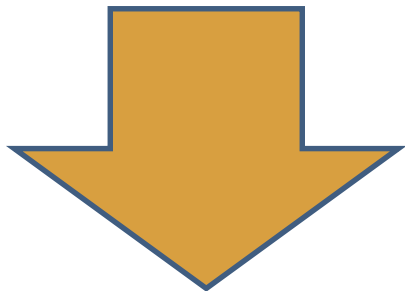
- **Hagerstown Fire Department (Headquarters)**

Fire

Washington County, Maryland Staffing Plan



Direct General Financial Contributions



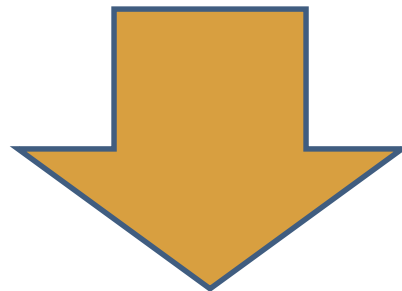
\$48,000

Each County Station

\$24,000

Each City Station

Firefighter Staffing Subsidy



\$25,000

Each County Station



8 County EMS Stations

- Sharpsburg Ambulance
- Clear Spring Ambulance
- Hancock Ambulance
- Boonsboro Ambulance
- Community Rescue Service
- Smithsburg Ambulance
- Williamsport Volunteer Fire and EMS (fire and EMS are co-located)
- Halfway Fire/EMS (fire and EMS are co-located)



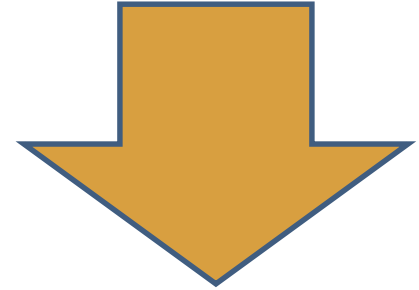
Direct General Financial Contributions



\$48,000

County Stations

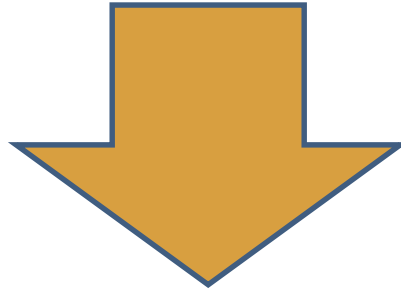
Firefighter Staffing Subsidy



\$25,000

2 EMS Stations

EMS Staffing Subsidies



\$2,026,000



CURRENT

- Tuition Stipend Program
- LOSAP (Length of Services Awards Program)
- Income Tax Subtraction Modification

PROPOSED

- Additional Cash
- Mobile Phone
- Life Insurance
- Other Ideas??



EMS MASTER PLAN (Staffing)

Phase One

2009

Hire full and part-time staff
(October 2017)

Phase Two

County staffing at EMS Stations
(currently under consideration)



108 EMS Staff Needed

Up to: \$8,716,384.34

Recoverable Revenue from previous
EMS subsidy and EMS billing (80%)

— \$6,272,554.64

\$2,443,829.70



STRATEGIC FIREFIGHTER STAFFING PLAN

Phase One

8 Full-time
Firefighters
located at Special
Ops

23 Part-time
Firefighters

Phase Two

60 Full-time
Firefighters
*(one firefighter at each
volunteer fire company)*

2 Full-time
Battalion Chiefs

SAFER Grant

Phase Three

2nd Firefighter at
8 stations
(32 firefighters)

Phase Four

2nd Firefighter at
remaining 7
stations
(28 firefighters)

Phase Five

Add 3rd Battalion
Chief

3rd Firefighter at 3
stations
(12 firefighters)



60 Firefighters

One firefighter at each fire station per 24 hour period

\$4,597,164.00



Fiscal Year 2019 Budget

\$1,364,180 Fire Operations
\$1,466,970 EMS Operations
\$258,810 Emergency Management
\$4,843,110 911 Communications
\$79,920 Special Operations
\$38,430 Air Unit (ESS)
\$7,156,680 Fire & Rescue Volunteer Services



- Fail Rates
- Staffing
- Apparatus
- Facilities
- Sustainable Revenues

Questions

Washington County, Maryland
Staffing Plan



R. David Hays

Director

Division of Emergency Services

Washington County, MD

240-313-4364

dhays@washco-md.net

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washco-md.net

February 2019

	REQUESTING PHASE 2 STAFFING	WILL CONTINUE to PROVIDE CORP STAFFING	WILL CONTINUE to USE DES PART- TIME STAFFING	CORP STAFFING 2016	CORP STAFFING 2017	CORP STAFFING 2018	ADDITIONAL GENERAL FUND REQUEST
SHARPSBURG	YES	NO	YES - OFTEN				\$ 42,000.00
WILLIAMSPORT	YES	NO	YES - OCCASSIONAL	\$ 34,138.00	\$ 44,113.00	\$ 49,766.00	\$ 48,000.00
CLEAR SPRING	NO			\$ 7,034.00	\$ 38,074.00	\$ 64,295.00	\$ 122,000.00
HANCOCK	YES	YES	YES - OFTEN	\$ 28,891.00	\$ 28,296.00	\$ 33,619.00	\$ 30,000.00
HANCOCK EMS	YES	NO	NO			\$ 16,875.00	\$ 65,000.00
BOONSBORO #6	YES	YES	YES - OFTEN	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 80,000.00
SMITHSBURG	NO						\$ 17,000.00
BOONSBORO #8	YES	YES	YES	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 80,000.00
LEITERSBURG	YES	NO	YES - OCCASSIONAL				\$ 159,000.00
FUNKSTOWN	YES	NO	NO	\$ 61,759.00	\$ 73,770.00	\$ 85,493.00	\$ 48,000.00
POTOMAC VALLEY	YES	YES	YES - OFTEN	\$ 37,287.00	\$ 47,189.00	\$ 52,209.00	\$ 52,000.00
12TH DISTRICT	YES	NO	NO				\$ 20,000.00
MAUGANSVILLE	YES	NO	YES - OFTEN	\$ 60,393.00	\$ 65,600.00	\$ 79,761.00	\$ 107,000.00
MT. AETNA	YES	YES	YES - OFTEN	\$ 24,250.00	\$ 31,192.00	\$ 40,000.00	\$ 27,000.00
HALFWAY	NO	YES					
LONG MEADOW	YES	YES	YES - OFTEN	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	
			AVG	\$ 39,875.20	\$ 47,323.40	\$ 56,701.80	\$ 64,071.43
SHARPSBURG EMS	YES			\$ 498,895.00	\$ 502,920.00	\$ 577,266.00	\$ 115,000.00
WILLIAMSPORT EMS	YES	NO		\$ 526,562.00	\$ 547,179.00	\$ 597,385.00	\$ 48,000.00
HALFWAY	YES						
CLEAR SPRING EMS	YES	NO		\$ 512,719.00	\$ 525,059.00	\$ 455,388.00	\$ 150,000.00
HANCOCK EMS	YES	NO		\$ 462,819.00	\$ 464,951.00	\$ 485,168.00	\$ 165,000.00
BOONSBORO EMS	YES	NO		\$ 557,097.00	\$ 549,814.00	\$ 511,112.00	\$ 165,000.00
COMMUNITY RESCUE	YES	NO					
SMITHSBURG EMS	YES	NO					
			AVG	\$ 511,618.40	\$ 517,984.60	\$ 525,263.80	\$ 128,600.00

\$ 15,000.00

\$ 15,000.00

Utilizing a FTE Factor of 4 (1 F/F per station per day)	Total Staff Needed	Salary	Uniforms	Physicals	Benefits 0.44	Health Insurance	Total Staff Cost	Total Cost Per Station 4
SHARPSBURG - CO. 1	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
WILLIAMSPORT - CO. 2	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
CLEAR SPRING - CO. 4	0	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$0.00
HANCOCK - CO. 5	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
BOONSBORO - CO. 6	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
BOONSBORO - CO. 8	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
SMITHSBURG - CO.7	0	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$0.00
LEITERSBURG - CO.9	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
FUNKSTOWN - CO.10	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
POTOMAC VALLEY - CO.11	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
COMMUNITY FIRE - CO.12	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
MAUGANSVILLE FIRE - CO.13	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
MT. AETNA - CO.16	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
HALFWAY FIRE - CO.26	0	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$0.00
LONGMEADOW FIRE - CO.27	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60

TOTALS 48 **\$3,677,731.20**

AIRPORT - STATION 35	2	\$41,736.00	\$4,235.00	\$750.00	\$18,363.84	\$16,000.00	\$81,086.84	\$162,173.68
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\$3,839,904.88

Daytime Battalion Chief	2	\$52,569.00	\$4,235.00	\$750.00	\$23,130.36	\$16,000.00	\$96,684.36	\$193,368.72
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\$4,033,273.60

Recommended Hire Year 1	48	F/F's						\$3,677,731.20
Recommended Hire Year 1	2	Airport F/F's						\$162,173.68
Recommended Hire Year 1	2	Daytime Battalion Chief						\$193,368.72

TOTAL \$4,033,273.60

SAFER GRANT			
FY20	FY21	FY22	FY23
25.00%	25.00%	65.00%	100.00%
		\$2,621,627.84	\$4,033,273.60
		\$1,008,318.40	\$1,008,318.40
		\$1,613,309.44	\$3,024,955.20
		\$800,000.00	\$800,000.00
		\$813,309.44	\$2,224,955.20
			\$813,309.44
		New Money	\$ 1,411,645.76

F/F - Grade 4, Step 1
 Airport F/F - Grade 5, step 1
 Battalion Chief - Grade 8, Step 1

Represents new money needed each year
 Represents re-prioritization of CIP funds

Do not want County Staffing at this time

\$300,000.00 Return of staffing subsidy from 7 departments receiving FT staff

\$3,233,273.60

Utilizing a FTE Factor of 4 (1 F/F per station per day)	Total Staff Needed	Salary	Uniforms	Physicals	Benefits 0.44	Health Insurance	Total Staff Wage	Total Cost Per Station 4
SHARPSBURG - CO. 1	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
WILLIAMSPORT - CO. 2	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
CLEAR SPRING - CO. 4	0	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$0.00
HANCOCK - CO. 5	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
BOONSBORO - CO. 6	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
BOONSBORO - CO. 8	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
SMITHSBURG - CO.7	0	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$0.00
LEITERSBURG - CO.9	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
FUNKSTOWN - CO.10	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
POTOMAC VALLEY - CO.11	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
COMMUNITY FIRE - CO.12	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
MAUGANSVILLE FIRE - CO.13	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
MT. AETNA - CO.16	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
HALFWAY FIRE - CO.26	0	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$0.00
LONGMEADOW FIRE - CO.27	4	\$38,635.00	\$4,235.00	\$750.00	\$16,999.40	\$16,000.00	\$76,619.40	\$306,477.60
TOTALS	48							\$3,677,731.20

AIRPORT - STATION 35	2	\$41,736.00	\$4,235.00	\$750.00	\$18,363.84	\$16,000.00	\$81,086.84	\$162,173.68
								\$3,839,904.88

Daytime Battalion Chief	2	\$52,569.00	\$4,235.00	\$750.00	\$23,130.36	\$16,000.00	\$96,684.36	\$193,368.72
								\$4,033,273.60

Recommended Hire Year 1	28	F/F's						\$2,145,343.20
Recommended Hire Year 1	2	Airport F/F's						\$162,173.68
Recommended Hire Year 1	2	Daytime Battalion Chief						\$193,368.72

F/F - Grade 4, Step 1
 Airport F/F - Grade 5, step 1
 Battalion Chief - Grade 8, Step 1

		SAFER GRANT				
		FY20	FY21	FY22	FY23	
		25.00%	25.00%	65.00%	100.00%	
TOTAL		\$2,500,885.60	\$625,221.40	\$625,221.40	\$1,625,575.64	\$2,500,885.60
				\$625,221.40	\$625,221.40	
				\$1,000,354.24	\$1,875,664.20	
				\$800,000.00	\$800,000.00	
				\$200,354.24	\$1,075,664.20	
					\$ 200,354.24	
					\$875,309.96	

Do not want County Staffing at this time

\$175,000.00 Return of staffing subsidy from 7 departments receiving FT staff

WASHINGTON COUNTY EMS FIELD STAFFING PLAN - Absorbing ALS (paramedics) and BLS (EMT's) Staffing
 Assumptions utilize the mid-range salary (Grade 5, Step 7) for analysis

Utilizing a FTE Factor of 4	# OF ALS CHASE UNITS 1 ALS PROVIDER	# OF ALS UNITS 1 ALS PROVIDER & 1 BLS	TOTAL # OF ALS PROVIDERS	TOTAL # OF BLS PROVIDERS	SUPERVISOR SALARY		ALS PROVIDER SALARY				BLS PROVIDER SALARY				TOTAL COST PER UNIT
SHARPSBURG - CO. 19	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
WILLIAMSPORT - CO. 2	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
HALFWAY - CO. 26	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
268	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
269	0	1	1	1			\$51,302.00	\$90,624.88	2	\$181,249.76	\$35,744.00	\$68,221.36	2	\$136,442.72	\$317,692.48
CLEAR SPRING - CO. 49	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
HANCOCK - CO. 59	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
591	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
BOONSBORO - CO. 69	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
69-1	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
HAGERSTOWN - CO. 75	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
751	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
752	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
754	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
755	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
759	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
ALS Chase/Supervisor	1	0	1	0	\$59,820.00	\$102,890.80			4.2	\$432,141.36			4.2		\$432,141.36
SMITHSBURG - CO. 79	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
791	0	1	1	1			\$51,302.00	\$90,624.88	4.2	\$380,624.50	\$35,744.00	\$68,221.36	4.2	\$286,529.71	\$667,154.21
(Existing) TOTALS	1	13	14	13											\$8,755,684.34
ALS Chase/Supervisor	1	0	1	0	\$59,820.00	\$102,890.80			0				0		\$0.00

\$8,755,684.34

Total EMS Cost Revenue Recovery Add'l. \$\$\$ Needed

\$8,716,384.34 6,272,554.64 \$2,443,829.70

Subsidy Plan Review	Co. 2 Wport	Co. 19 Sharp	Co 26 Halfway	Co. 49 Clear	Co. 59 Hancoc	Co. 69 Boons	Co. 75 CRS	Co. 79 Smith	Total of Row to the left
Gross Annual Billing Income	\$439,016.20	\$192,602.20	\$575,365.00	\$206,890.94	\$226,838.11	\$332,963.75	\$3,410,000.00	\$336,477.00	\$5,720,153.20
Billing Co. %	9%	9%	8%	9%	9%	13%	6%	9%	
Billing Cost	\$41,769.83	\$17,465.75	\$46,029.00	\$18,620.19	\$20,374.48	\$42,071.65	\$193,200.00	\$33,079.00	\$412,609.90
Billing Net	\$397,246.37	\$175,136.45	\$529,336.00	\$188,270.75	\$206,463.63	\$290,892.10	\$3,216,800.00	\$303,398.00	\$5,307,543.30
Leaving 20% behind	\$79,449.27	\$35,027.29	\$105,867.20	\$37,654.15	\$41,292.73	\$58,178.42	\$643,360.00	\$60,679.60	\$1,061,508.66
Moving to County	\$317,797.10	\$140,109.16	\$423,468.80	\$150,616.60	\$165,170.90	\$232,713.68	\$2,573,440.00	\$242,718.40	\$4,246,034.64
Billing Rates									
BLS \$	\$ 700.00	\$ 550.00	\$ 700.00	\$ 550.00	\$ 550.00	\$ 450.00	\$ 700.00	\$ 550.00	
ALS1 \$	\$ 900.00	\$ 750.00	\$ 900.00	\$ 750.00	\$ 750.00	\$ 500.00	\$ 900.00	\$ 850.00	
ALS2 \$	\$ 1,050.00	\$ 950.00	\$ 1,050.00	\$ 950.00	\$ 950.00	\$ 600.00	\$ 1,050.00	\$ 1,050.00	
Scene Service Fee		\$ -		\$ -	\$ -		\$ 75.00	\$ -	
Refusal Fee		\$ -		\$ -	\$ -		\$ 75.00	\$ -	
Mileage	\$ 15.00	\$ 17.00	\$ 15.00	\$ 17.00	\$ 17.00	\$ 15.00	\$ 15.00	\$ 15.00	
Technicians wages	\$ 400,235.24	\$ 373,230.58	\$ 485,134.00	\$ 335,561.98	\$ 355,595.67	\$ 328,910.78	\$ 2,320,000.00	\$ 444,612.00	
Payroll Taxes	\$ 30,799.16	\$ 27,726.10	\$ 36,842.00	\$ 26,024.63	\$ 36,638.46	\$ 30,368.06	\$ 174,000.00	\$ 33,879.00	
Emp Insurance	\$ 34,063.29	\$ 44,993.30	\$ 9,719.00	\$ 21,113.05	\$ 22,497.12	\$ 35,556.32	\$ 307,000.00	\$ 29,952.00	
401K	\$ 8,155.73	\$ 28,007.26	\$ 14,550.00	\$ 20,741.03	\$ 8,360.84	\$ 23,419.65	\$ 141,000.00	\$ 12,792.00	
Workmans Comp	\$ 71,203.00	\$ 28,574.00	\$ 159,497.00	\$ 114,688.00	\$ 28,900.00	\$ 50,473.33	\$ 235,000.00	\$ 27,295.00	
Accountant/Payroll	\$ 20,442.50	\$ -	\$ -	\$ 13,180.00	\$ 2,400.00	\$ -	\$ -	\$ -	
Scheduling Fee	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ 450.63	\$ -	\$ -	\$ -	
Total	\$ 565,198.92	\$ 502,531.24	\$ 705,742.00	\$ 531,608.69	\$ 454,842.72	\$ 468,728.14	\$ 3,177,000.00	\$ 548,530.00	\$6,954,181.71
EMS Staffing Subsidy	\$121,793.00	\$316,736.00	\$217,726.00	\$293,891.00	\$284,037.00	\$120,937.00	\$457,500.00	\$213,900.00	\$2,026,520.00
							Recovered Funding		\$6,272,554.64

General Allocation	\$96,000.00	\$48,000.00	\$96,000.00	\$48,000.00	\$48,000.00	\$48,000.00	\$96,000.00	\$48,000.00	Remaining
Gaming	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00	Operating
Senator Amoss	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	Revenue
	\$209,449.27	\$117,027.29	\$235,867.20	\$119,654.15	\$123,292.73	\$140,178.42	\$773,360.00	\$142,679.60	(County/State)
						(Hagerstown)	\$45,000.00		
							\$818,360.00		



Agenda Report Form

Open Session Item

SUBJECT: Presentation of Proclamation announcing February 16-23, 2019 as Future Farmers of America (FFA) Week for Washington County and presenting the proclamation to the Boonsboro, Clear Spring, Hancock, and Smithsburg FFA Leadership Teams.

PRESENTATION DATE: Tuesday, February 26, 2019

PRESENTATION BY: Board of County Commissioners, Leslie Hart, Agricultural Business Specialist, Department of Business Development, and Susan Small, Director, Department of Business Development

RECOMMENDED MOTION: None

REPORT-IN-BRIEF: Proclamation Presentation

WHEREAS, FFA and agricultural education provide a strong foundation for the youth of America and the future of the food, fiber, and natural resource systems, and;

WHEREAS, FFA promotes premier leadership, personal growth, and career success among its members, and;

WHEREAS, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business and technology of agriculture, and;

WHEREAS, the FFA motto – “Learning to Do, Doing to Learn, Earning to Live, Living to Serve” gives direction and purpose to these students who take an active role in succeeding in the agricultural education, and;

WHEREAS, FFA promotes citizenship, volunteerism, patriotism and cooperation.

NOW THEREFORE, we the Board of County Commissioners of Washington County, Maryland, do hereby Designate the week of February 16-23, 2019 as National FFA Week



Open Session Item

SUBJECT: Black History Month February 2019

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Board of County Commissioners

RECOMMENDED MOTION: None

REPORT-IN-BRIEF: Proclamation Presentation

WHEREAS, since President Gerald Ford established Black History Month in 1976, he stated that it was to celebrate the often-neglected accomplishments of African Americans throughout the country's history, and;

WHEREAS, February was specifically chosen for various reasons, one being that Carter Godwin Woodson wanted to pay tribute to two great men – Abraham Lincoln and Frederick Douglass, both born in February, and;

WHEREAS, these men changed the fortune of blacks in America and brought about several reforms to give blacks equal status as their white counterparts, and;

WHEREAS, the story of African-American experience in Maryland includes the life and accomplishments of Frederick Douglass; Harriet Tubman's Underground Railroad Byway; and Thurgood Marshall, one of the century's foremost leaders in the struggle for equal rights.

NOW THEREFORE, we the Board of County Commissioners of Washington County, Maryland, hereby recognize the month of February as Black History Month. With this recognition, we celebrate the many achievements and contributions made by African-Americans to our economic, cultural, spiritual and political development.



Open Session Item

SUBJECT: Presentation of the 2020-2029 Capital Budget – Draft 1

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Sara Greaves, Chief Financial Officer

RECOMMENDED MOTION: For informational purposes

REPORT-IN-BRIEF: Discussion of Draft 1 of the FY2020-2029 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.

A primary purpose of the Capital Improvement Program is to provide a means for coordinating and consolidating all departmental and agency project requests into one document. Capital budget requests were submitted on December 28, 2018. Project costs that were submitted exceeded available funding sources by approximately \$85 million dollars. It is the CIP Committee's responsibility to review all requests that County departments and agencies submit. All projects are ranked based on established criteria for priority ranking. Considering current and future needs, as developed in the ten-year plan, available funding sources, and the results of the priority ranking process, the CIP Committee determines which capital projects best meet established criteria for the current fiscal year Capital Improvement Budget and the nine-year forecast. Not all projects can be funded due to limited resources.

Topics of discussion will include:

- Draft 1 of Capital budget including project changes from what was originally submitted
- Debt affordability analysis
- Funding assumptions

FISCAL IMPACT: FY2020 Capital budget of \$60,908,000

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: CIP Report

AUDIO/VISUAL NEEDS: None

**Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2020 - 2029
Draft 1**

	Total	Prior Appr.	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Airport												
Passenger Terminal Hold Room Expansion	5,484,000	1,084,000	2,400,000	2,000,000	0	0	0	0	0	0	0	0
T-Hangar 1, 2, & 3 Replacement	442,000	103,000	32,000	32,000	33,000	28,000	34,000	35,000	35,000	36,000	37,000	37,000
Airport Roof Replacement Project	349,220	62,220	37,000	15,000	15,000	45,000	35,000	55,000	25,000	15,000	20,000	25,000
Airport Security System Enhancements	736,000	250,000	138,000	98,000	100,000	150,000	0	0	0	0	0	0
Capital Equipment - Airport	4,771,059	1,531,059	0	20,000	180,000	290,000	120,000	290,000	30,000	900,000	310,000	1,100,000
Land Acquisition-Airport	7,295,000	2,507,000	0	0	0	0	1,140,000	1,228,000	590,000	600,000	610,000	620,000
Runway 9/27 Rehabilitation	6,500,000	500,000	6,000,000	0	0	0	0	0	0	0	0	0
Airport Environmental Assessment	2,145,000	1,145,000	0	0	0	1,000,000	0	0	0	0	0	0
Hangar 21 Stairs	40,000	0	40,000	0	0	0	0	0	0	0	0	0
Proposed Taxiway S	1,180,000	0	0	0	0	0	0	0	1,180,000	0	0	0
Runway 9 MALSR	1,484,000	0	0	0	0	0	0	0	0	0	244,000	1,240,000
Snow Removal Equipment Storage Building Expansion	1,950,000	0	0	0	0	250,000	1,700,000	0	0	0	0	0
Taxiway H Rehabilitation	1,250,000	0	0	250,000	1,000,000	0	0	0	0	0	0	0
Taxiway G Rehabilitation	1,920,000	0	0	0	0	0	0	0	0	1,920,000	0	0
Taxiway T Construction	915,000	0	0	0	0	0	0	0	0	0	159,000	756,000
Airport	36,461,279	7,182,279	8,647,000	2,415,000	1,328,000	1,763,000	3,029,000	1,608,000	1,860,000	3,471,000	1,380,000	3,778,000
Bridges												
Bridge Inspection and Inventory	627,500	60,500	175,000	0	22,000	0	171,000	0	24,000	0	175,000	0
Roxbury Road Bridge W5372	3,144,077	2,614,077	530,000	0	0	0	0	0	0	0	0	0
Bridge Scour Repairs	263,184	31,184	0	0	0	0	0	232,000	0	0	0	0
Halfway Boulevard Bridges W0912	2,112,000	115,000	1,007,000	990,000	0	0	0	0	0	0	0	0
Keefer Road Bridge 15/20	231,000	85,000	146,000	0	0	0	0	0	0	0	0	0
Appletown Road Bridge W2184	479,000	0	0	0	0	0	0	0	0	479,000	0	0
Ashton Road Culvert 04/06	399,000	0	0	0	0	0	0	0	0	30,000	369,000	0
Back Road Culvert 11/03	295,000	0	295,000	0	0	0	0	0	0	0	0	0
Bowie Road Culvert	305,000	0	0	0	0	0	0	35,000	270,000	0	0	0
Broadfording Road Culvert 04/03	30,000	0	0	0	0	0	0	0	0	0	0	30,000
Burnside Bridge Road Culvert 01/03	329,000	0	0	0	0	114,000	215,000	0	0	0	0	0
Draper Road Culvert 04/07	428,000	0	0	0	0	0	0	0	0	0	36,000	392,000
Draper Road Culvert 04/08	379,000	0	0	0	0	0	0	0	0	0	36,000	343,000
Frog Eye Road Culvert 11/06	652,000	0	0	0	266,000	386,000	0	0	0	0	0	0
Greenspring Furnace Road Culvert 15/15	398,000	0	0	87,000	311,000	0	0	0	0	0	0	0
Gruber Road Bridge 04/10	288,000	0	0	0	0	0	0	0	0	0	10,000	278,000
Harpers Ferry Road Culvert 11/02	541,000	0	0	0	0	33,000	508,000	0	0	0	0	0
Henline Road Culvert 05/05	465,000	0	0	0	0	0	0	34,000	431,000	0	0	0
Hoffman's Inn Road Culvert 05/06	313,000	0	0	0	0	0	0	165,000	148,000	0	0	0
Kretsinger Road Culvert 14/01	316,000	0	0	31,000	285,000	0	0	0	0	0	0	0
Lanes Road Culvert 15/12	317,000	0	0	32,000	285,000	0	0	0	0	0	0	0
Long Hollow Road Culvert 05/07	316,000	0	0	0	0	0	66,000	250,000	0	0	0	0
Mercersburg Road Culvert 04/16	384,000	0	0	0	0	0	0	0	0	16,000	368,000	0
Mooreville Road Culvert 15/21	355,000	0	0	0	0	0	0	0	0	355,000	0	0
Remsburg Road Culvert	287,000	0	0	0	0	0	0	189,000	98,000	0	0	0
Rinehart Road Culvert 14/03	332,000	0	0	31,000	301,000	0	0	0	0	0	0	0
Slabtown Road Bridge	3,800,000	0	200,000	1,000,000	1,000,000	2,600,000	0	0	0	0	0	0
Stone Masonry Bridge Repairs	270,000	0	0	0	0	0	0	0	0	270,000	0	0
Taylor's Landing Road Bridge W7101	1,179,000	0	0	0	0	0	0	0	35,000	510,000	634,000	0
Willow Road Culvert 05/10	323,000	0	0	0	0	0	0	0	151,000	172,000	0	0
Yarrowsburg Road Bridge W6191	186,000	0	0	0	0	0	0	0	0	0	124,000	62,000
Bridges Total	19,743,761	2,905,761	2,153,000	1,371,000	2,470,000	3,133,000	960,000	905,000	1,157,000	1,832,000	1,752,000	1,105,000

**Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2020 - 2029
Draft 1**

	Total	Prior Appr.	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Drainage												
Stream Restoration at Various Locations	1,731,782	594,782	0	351,000	0	0	381,000	0	0	405,000	0	0
Stormwater Retrofits	12,397,483	3,000,483	894,000	586,000	1,009,000	945,000	962,000	979,000	996,000	1,013,000	1,013,000	1,000,000
Broadfording Church Road Culvert	231,000	0	0	231,000	0	0	0	0	0	0	0	0
Chestnut Grove Road Drainage	84,000	0	84,000	0	0	0	0	0	0	0	0	0
Crestwood Drive Culvert	75,000	0	75,000	0	0	0	0	0	0	0	0	0
Drainage Improvements at Various Locations	750,000	0	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Draper Road Drainage Improvements	509,000	0	0	0	0	0	0	259,000	250,000	0	0	0
Harpers Ferry Road Drainage, 3600 Block	376,000	0	0	75,000	301,000	0	0	0	0	0	0	0
Shank Road Drainage	153,000	0	0	153,000	0	0	0	0	0	0	0	0
Trego Mountain Road Drainage	315,000	0	0	0	0	0	0	0	0	0	315,000	0
University Road Culvert	203,000	0	0	0	0	203,000	0	0	0	0	0	0
Drainage Total	16,825,265	3,595,265	1,128,000	1,471,000	1,385,000	1,223,000	1,418,000	1,313,000	1,321,000	1,493,000	1,403,000	1,075,000
Education												
Board of Education												
Capital Maintenance - BOE	19,685,882	4,512,882	1,615,000	1,558,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Sharpsburg Elementary School Replacement	26,728,000	10,461,000	10,076,000	6,191,000	0	0	0	0	0	0	0	0
Elementary School 1	40,203,000	0	0	0	3,565,000	9,030,000	12,571,000	12,181,000	2,856,000	0	0	0
Elementary School 2	34,997,000	0	0	0	0	0	0	0	709,000	8,742,000	12,541,000	13,005,000
Urban Education Campus-BOE Component	19,318,000	10,386,000	6,462,000	2,470,000	0	0	0	0	0	0	0	0
Board of Education Total	140,931,882	25,359,882	18,153,000	10,219,000	5,065,000	10,530,000	14,071,000	13,681,000	5,065,000	10,242,000	14,041,000	14,505,000
Hagerstown Community College												
Student Center Parking Lot	696,000	483,000	213,000	0	0	0	0	0	0	0	0	0
ARCC Air Conditioning	2,727,000	0	0	0	0	0	0	305,000	2,422,000	0	0	0
ATC Operations Building	5,400,000	0	0	0	0	0	0	0	0	878,000	4,522,000	0
Campus Road & Parking Lot Overlays	2,000,000	0	0	0	0	0	0	0	0	0	0	2,000,000
Center for Business and Entrepreneurial Studies	7,690,000	0	6,281,000	1,409,000	0	0	0	0	0	0	0	0
CVT Instructional Facility Acquisition	2,400,000	0	1,400,000	0	1,000,000	0	0	0	0	0	0	0
CVT Renovation/Construction Project	2,500,000	0	0	0	97,000	1,523,000	501,000	379,000	0	0	0	0
LRC Exterior Metal Panel System and Roof Replacement	1,703,000	0	0	1,149,000	0	554,000	0	0	0	0	0	0
Hagerstown Community College Total	25,116,000	483,000	7,894,000	2,558,000	1,097,000	2,077,000	501,000	684,000	2,422,000	878,000	4,522,000	2,000,000
Public Libraries												
Systemic Projects - Library	141,492	41,492	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Hancock Public Library Replacement	2,826,000	122,000	10,000	78,000	2,616,000	0	0	0	0	0	0	0
Public Libraries Total	2,967,492	163,492	20,000	88,000	2,626,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Education Total	169,015,374	26,006,374	26,067,000	12,865,000	8,788,000	12,617,000	14,582,000	14,375,000	7,497,000	11,130,000	18,573,000	16,515,000
General Government												
Cost of Bond Issuance	1,176,600	143,600	99,000	98,000	98,000	99,000	98,000	99,000	98,000	98,000	122,000	124,000
Contingency - General Fund	1,199,305	449,305	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Systemic Improvements - Building	2,310,707	337,707	196,000	197,000	197,000	196,000	196,000	196,000	197,000	199,000	199,000	200,000
Information Systems Replacement Program	1,295,871	305,871	180,000	50,000	70,000	90,000	100,000	100,000	100,000	100,000	100,000	100,000
Financial System Management & Upgrades	600,516	238,516	50,000	32,000	33,000	34,000	34,000	35,000	35,000	36,000	36,000	37,000
County Wireless Infrastructure	129,422	107,422	11,000	11,000	0	0	0	0	0	0	0	0
Accele Software Upgrade	38,351	8,351	30,000	0	0	0	0	0	0	0	0	0
Tree Forestation	70,548	70,548	0	0	0	0	0	0	0	0	0	0
General - Equipment and Vehicle Replacement Program	4,660,505	660,505	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Multi-Purpose Facility	7,631,000	0	200,000	881,000	1,222,000	3,092,000	2,236,000	0	0	0	0	0
Facilities Roof Repairs	1,360,000	0	100,000	130,000	130,000	100,000	100,000	150,000	275,000	150,000	125,000	100,000
General Government Total	20,472,825	2,321,825	1,341,000	1,874,000	2,225,000	4,086,000	3,239,000	1,055,000	1,180,000	1,058,000	1,057,000	1,036,000
Parks and Recreation												
BR Capital Equipment Program	244,000	44,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Tennis Court Resurfacing	302,990	42,990	30,000	30,000	30,000	30,000	30,000	30,000	20,000	20,000	20,000	20,000
Ag Center Land Development	151,000	98,000	53,000	0	0	0	0	0	0	0	0	0
Park Equipment/Surfacing Replacement, Various Locations	1,592,000	92,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Parking Lot Repair/Overlay, Various Locations	1,192,000	192,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000

**Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2020 - 2029
Draft 1**

	Total	Prior Appr.	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Marty Snook Park Fence Upgrades	20,000	0	20,000	0	0	0	0	0	0	0	0	0
Ag Center Garage Doors	15,000	0	15,000	0	0	0	0	0	0	0	0	0
Ag Center Track Upgrades	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Ag Center Kitchen Equipment Replacement	60,000	0	60,000	0	0	0	0	0	0	0	0	0
Doubs Woods Equipment Storage Building	150,000	0	0	150,000	0	0	0	0	0	0	0	0
North Central County Park	2,676,000	0	0	0	0	0	0	46,000	47,000	0	721,000	1,862,000
Parks and Recreation	6,452,990	468,990	498,000	450,000	300,000	300,000	300,000	346,000	337,000	290,000	1,011,000	2,152,000
Public Safety												
Detention Center - Systemic Projects	3,029,571	689,571	0	260,000	260,000	260,000	260,000	260,000	260,000	260,000	260,000	260,000
Police & EMS Training Facility	11,500,000	5,800,000	1,500,000	1,400,000	1,400,000	1,400,000	0	0	0	0	0	0
Communication Tower(s) Various	711,345	141,345	106,000	0	110,000	0	114,000	0	118,000	0	122,000	0
Motorola Portable Radio Replacement Program	1,250,000	104,000	106,000	108,000	110,000	112,000	114,000	116,000	118,000	120,000	120,000	122,000
Patrol Fuel Center	380,000	0	380,000	0	0	0	0	0	0	0	0	0
Law Enforcement - Vehicle & Equipment Replacement Program	7,509,706	629,706	625,000	930,000	650,000	650,000	650,000	675,000	675,000	675,000	675,000	675,000
Emergency Services Equipment & Vehicle Program	2,047,183	622,183	100,000	100,000	100,000	100,000	100,000	175,000	175,000	175,000	200,000	200,000
County Rescue Fleet Replacement	9,500,000	800,000	800,000	800,000	800,000	800,000	800,000	900,000	900,000	900,000	1,000,000	1,000,000
Public Safety	35,927,805	8,786,805	3,617,000	3,598,000	3,430,000	3,322,000	2,038,000	2,126,000	2,246,000	2,130,000	2,377,000	2,257,000
Railroad												
Railroad Study & Improvements	2,044,837	669,837	0	0	295,000	0	0	348,000	0	360,000	0	372,000
Railroad	2,044,837	669,837	0	0	295,000	0	0	348,000	0	360,000	0	372,000
Road Improvement												
Transportation ADA	1,194,450	351,450	83,000	82,000	83,000	84,000	86,000	87,000	84,000	85,000	85,000	84,000
Pavement Maintenance and Rehab Program	58,556,194	8,306,194	4,750,000	4,750,000	4,750,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,500,000	5,500,000
Longmeadow Road	810,000	0	0	0	0	0	0	810,000	0	0	0	0
Eastern Boulevard Extended	7,850,000	0	0	0	0	0	677,000	1,792,000	3,264,000	2,117,000	0	0
Eastern Boulevard Widening Phase II	5,672,300	2,691,300	927,000	1,854,000	200,000	0	0	0	0	0	0	0
Professional Boulevard Extended Phase II	4,309,200	2,824,200	1,235,000	250,000	0	0	0	0	0	0	0	0
Valley Mall Area Road Improvements Phase II	992,000	0	250,000	0	0	0	742,000	0	0	0	0	0
Professional Boulevard Extended Phase III	1,203,000	0	0	0	0	0	900,000	303,000	0	0	0	0
Showalter Road Extended East	2,251,000	510,000	0	0	0	0	0	0	0	351,000	1,026,000	364,000
Halfway Boulevard Extended	5,972,000	2,323,000	749,000	2,000,000	900,000	0	0	0	0	0	0	0
Bucky Avenue	355,000	0	0	0	0	0	0	0	355,000	0	0	0
Burnside Bridge Road Spot Improvements	544,000	0	0	0	0	0	0	0	544,000	0	0	0
Colonel Henry Douglas Drive Extended Phase II	800,000	0	0	0	0	0	0	0	0	0	0	800,000
E. Oak Ridge Drive/South Pointe Signal	461,000	0	0	0	0	0	111,000	350,000	0	0	0	0
Mt Aetna Road Spot Improvements	2,399,000	0	0	0	0	0	0	0	0	758,000	641,000	1,000,000
Professional Boulevard Extended - Phase IV	800,000	0	0	0	0	0	0	800,000	0	0	0	0
Rockdale Road and Independence Road Spot Improvements	1,225,000	0	0	0	0	0	0	0	0	0	650,000	575,000
Wright Road	2,750,000	0	0	100,000	1,250,000	1,400,000	0	0	0	0	0	0
Road Improvement	98,144,144	17,006,144	7,994,000	9,036,000	7,183,000	6,484,000	7,516,000	9,142,000	9,247,000	8,311,000	7,902,000	8,323,000
Highways												
Highway - Vehicle & Equipment Replacement Program	11,624,095	1,074,095	1,250,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000
Highway Western Section - Fuel Tank Replacement	847,000	486,000	193,000	168,000	0	0	0	0	0	0	0	0
Highways	12,471,095	1,560,095	1,443,000	1,168,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000
Solid Waste												
Contingency - Solid Waste	399,000	87,000	0	0	0	30,000	30,000	35,000	35,000	60,000	60,000	62,000
40 West Truck Loading Facility	500,000	0	500,000	0	0	0	0	0	0	0	0	0
Close Out Cap - Rubblefill	2,092,000	0	0	0	100,000	1,992,000	0	0	0	0	0	0
SW Equipment & Vehicle Replacement	316,668	28,668	27,000	27,000	28,000	28,000	29,000	29,000	30,000	30,000	30,000	30,000
40 West Landfill - Cell 5 Construction	4,083,000	0	0	0	0	0	440,000	3,472,000	171,000	0	0	0
City/County Groundwater Investigation	156,000	0	0	156,000	0	0	0	0	0	0	0	0
Solid Waste	7,546,668	115,668	527,000	183,000	128,000	2,050,000	499,000	3,536,000	236,000	90,000	90,000	92,000

Washington County, Maryland
Capital Improvement 10yr Detail
Fiscal Year 2020 - 2029
Draft 1

	Total	Prior Appr.	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Transit												
Vehicle Preventive Maintenance	4,207,251	457,251	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000	375,000
Fixed Route Bus Replacement Program	7,558,000	2,994,000	978,000	0	652,000	0	0	0	0	0	2,934,000	0
ADA Bus Replacement	450,000	0	0	75,000	0	75,000	75,000	0	75,000	0	75,000	75,000
Transit	12,215,251	3,451,251	1,353,000	450,000	1,027,000	450,000	450,000	375,000	450,000	375,000	3,384,000	450,000
Water Quality												
Utility Administration												
General Building Improvements	1,187,710	223,710	0	0	0	0	370,000	594,000	0	0	0	0
Lab Equipment Replacement	288,581	57,581	21,000	22,000	22,000	22,000	23,000	23,000	24,000	24,000	25,000	25,000
WQ Equip/Vehicle Replacement Program	1,055,219	220,219	75,000	75,000	80,000	80,000	80,000	85,000	85,000	90,000	90,000	95,000
Contingency - Utility Admin	135,677	135,677	0	0	0	0	0	0	0	0	0	0
Utility Administration	2,667,187	637,187	96,000	97,000	102,000	102,000	473,000	702,000	109,000	114,000	115,000	120,000
Sewer												
Replace Grinder Pumps	818,531	33,531	40,000	60,000	80,000	80,000	80,000	80,000	90,000	90,000	90,000	95,000
Pen Mar/ Highfield/ Cascade Septic Tank Pumping and Replacement	115,000	35,000	40,000	40,000	0	0	0	0	0	0	0	0
Pump Station Upgrades - Various Stations	3,352,557	1,064,557	500,000	0	0	153,000	0	0	885,000	0	750,000	0
Collection System Rehabilitation Project	4,046,924	691,924	0	275,000	560,000	0	0	870,000	0	900,000	0	750,000
Capacity Management Project	8,800,542	1,280,542	3,180,000	4,340,000	0	0	0	0	0	0	0	0
Smithsburg WWTP ENR Upgrade	3,828,387	1,903,387	1,925,000	0	0	0	0	0	0	0	0	0
Heavy Sewer EQP and VEH Replacement	1,013,972	427,972	94,000	94,000	94,000	94,000	35,000	35,000	35,000	35,000	35,000	35,000
Contingency - Sewer	36,939	36,939	0	0	0	0	0	0	0	0	0	0
Potomac Edison Pump Station & Force Main	1,700,000	0	0	0	0	0	0	0	0	0	1,700,000	0
General WwTP Improvements	1,350,000	0	0	0	300,000	250,000	250,000	300,000	250,000	0	0	0
Sewer Fund	25,062,852	5,473,852	5,779,000	4,809,000	1,034,000	577,000	365,000	1,285,000	1,260,000	1,025,000	2,575,000	880,000
Water												
Water Meter Replacement	252,839	102,839	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Mt Aetna Water System Improvements	729,000	130,000	0	0	0	599,000	0	0	0	0	0	0
Sharpsburg Water Treatment Plant	794,000	204,000	0	0	0	0	0	0	590,000	0	0	0
General WTP Improvements	859,298	37,298	0	0	0	242,000	0	290,000	0	290,000	0	0
Contingency - Water	26,800	26,800	0	0	0	0	0	0	0	0	0	0
Highfield/Sharpsburg Water Storage Tank	336,000	0	0	0	0	0	0	336,000	0	0	0	0
Sharpsburg Water Meter Cradle Replacement	1,000,000	0	250,000	250,000	250,000	250,000	0	0	0	0	0	0
WQ Main Replacement	866,000	0	0	0	0	566,000	100,000	100,000	0	0	100,000	0
Water Fund	4,863,937	500,937	265,000	265,000	265,000	1,672,000	115,000	741,000	605,000	305,000	115,000	15,000
Water Quality	32,593,976	6,611,976	6,140,000	5,171,000	1,401,000	2,351,000	953,000	2,728,000	1,974,000	1,444,000	2,805,000	1,015,000
TOTAL	469,915,270	80,682,270	60,908,000	40,052,000	30,960,000	38,779,000	35,984,000	38,857,000	28,505,000	33,084,000	42,834,000	39,270,000



Open Session Item

SUBJECT: Sex Offender Compliance and Enforcement Maryland Grant – Approval to Submit Application and Accept Awarded Funding

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Stephanie Lapole, Senior Grant Manager, Office of Grant Management and Cody Miller, Quartermaster/Grants Manager, Washington County Sheriff Office

RECOMMENDED MOTION: Move to approve the submission of the grant application for the FY20 Sex Offender Compliance and Enforcement Maryland Grant to the Governor’s Office of Crime Control and Prevention in the amount of \$27,276 and accept funding as awarded.

REPORT-IN-BRIEF: The Washington County Sheriff’s Office plans to utilize the funding provided to fund the salaries of two part-time civilian employees, who assist the Sex Offender Registrar with the register/re-register of sex offenders, while also conducting compliance checks of employment as well as home addresses.

DISCUSSION: The Office of Grant Management has reviewed the grant funding guidelines. Matching funds or in-kind support is not required for this program. This grant is annually recurring and there are no unusual conditions or requirements attached to the acceptance of the grant.

FISCAL IMPACT: If awarded the grant reduces costs associated with the Sex Offender Registration Program by \$27,276. If funding was lost the Sheriff’s Office would work on a budget proposal for the Board of County Commissioners to either hire one additional full-time employee or to try to maintain the two part-time positions. Deputies may possibly be used to verify address checks while the Registrar continued with the registrations and re-registrations; while also working with the Criminal Investigative Division for violations.

CONCURRENCES: Susan Buchanan, Director, Office of Grant Management

ALTERNATIVES: Deny approval for submission of this request

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Open Session Item

SUBJECT: Planning Assistance to States Program Grant Phase 4 – Approval to Accept Awarded Funding

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Stephanie Lapole, Senior Grant Manager, Office of Grant Management and Dan DiVito, Director, Division of Environmental Management

RECOMMENDED MOTION: Move to approve acceptance of the award from the United States Army Corp of Engineers in the amount of \$70,000.

REPORT-IN-BRIEF: The proposed funding is for completion of phase 4 of the Urbanized Area Stormwater Infrastructure Mapping Project with the United States Army Corps of Engineers Baltimore District. The project will enable the County to work toward compliance with the National Pollutant Discharge Elimination System (NPDES) MS4 Phase II General Permit by mapping and inventorying its stormwater drainage system within the Urbanized Area.

DISCUSSION: The Office of Grant Management has reviewed the grant funding guidelines. There is a 50/50 match requirement which is covered by the Stormwater Retrofit CIP budget.

FISCAL IMPACT: Provides \$70,000 for Environmental Management related expenses which may otherwise be added to the Environmental Management budget. The match requirement associated with this grant will come from the Engineering & Construction Stormwater Retrofit CIP budget for DNG039.

CONCURRENCES: Susan Buchanan, Director, Office of Grant Management

ALTERNATIVES: Deny acceptance of funding

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Resolution for Blair Materials, Inc.

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Susan Small, Director, Department of Business Development

RECOMMENDATION: Approve the Resolution for endorsement of the State of Maryland's \$120,000 Maryland Economic Development Assistance Fund (MEDAF) loan and to provide a County \$120,000 conditional loan.

REPORT-IN-BRIEF: The State of Maryland Department of Commerce (Department), under the Maryland Economic Development Assistance Authority, has agreed to conditionally loan Blair Materials, Inc., or an entity acceptable to the Department (the "Company") to the amount of \$120,000 from the Maryland Economic Development Assistance Fund (MEDAF) (the "MEDAF Loan").

The MEDAF Loan proceeds will be used by Company to establish its headquarters and manufacturing operations at 100 Tandy Drive in Washington County, Maryland (the "Project Site"). Anticipated total project costs associated with the Project at the Project Site will be \$70,000,000 (the "Project Costs"). We further understand that the Company will hire 40 full-time permanent employees at the Project Site by December 31, 2020.

In accordance with Md. Code, Economic Development Article, Section 5-319(d), the County is required to endorse the making of the MEDAF Loan for the Project and approve the required local match.

DISCUSSION: To complement the State of Maryland's offer of assistance, the County will contribute \$120,000 toward the Project in the form of a conditional loan.

FISCAL IMPACT: Any incentive will have an impact on the Hotel/Motel Tax Fund Revenue balance.

CONCURRENCES: Rob Slocum, County Administrator, Susan Buchanan, Director, Office of Grant Management, and Susan Small, Director, Department of Business Development.

ALTERNATIVES: Provide a lesser amount toward the Project.

ATTACHMENTS: Resolution

AUDIO/VISUAL NEEDS: None

RESOLUTION NO. RS-2019-

(Endorsement of MEDAAF Loan and Local Incentive)

RECITALS

The **DEPARTMENT OF COMMERCE** of the State of Maryland (the “Department”) under the **MARYLAND ECONOMIC DEVELOPMENT ASSISTANCE AUTHORITY AND FUND** (“MEDAAF”) has agreed to provide assistance to **BLAIR MATERIALS, INC.**, in the form of a conditional loan in the amount of \$120,000 from the **MARYLAND ECONOMIC DEVELOPMENT ASSISTANCE AUTHORITY AND FUND** (the “MEDAAF Loan”).

The proceeds of the MEDAAF Loan will be used by Blair Materials, Inc. for eligible project costs related to the establishment of a new manufacturing and warehouse operation at the project site (the “Project”).

In accordance with Sections 5-301 through 5-349 of the Economic Development Article of the Annotated Code of Maryland, the Board of County Commissioners of Washington County, Maryland (the “County”), is required to endorse the making of the MEDAAF Loan for the Project.

To complement the State of Maryland’s offer of assistance, the County will also provide assistance in the form of a conditional loan in the amount of \$120,000 under essentially the same terms and conditions as the MEDAAF Loan (the “County Loan”).

The County has determined and expressly finds that it is in the best interest of the citizens of Washington County to endorse the making of the MEDAAF Loan for the Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Washington County, Maryland, that:

1. The County hereby fully endorses the making of the MEDAAF Loan for the Project.
2. The County hereby approves the County Loan for the Project.

3. This Resolution shall be effective upon its adoption in accordance with applicable law.

Adopted and effective this ____ day of _____, 2019.

ATTEST:

BOARD OF COUNTY COMMISSIONERS OF
WASHINGTON COUNTY, MARYLAND

Krista L. Hart, Clerk

Jeffrey A. Cline, President

Approved as to form
and legal sufficiency:

Kendall A. McPeak
Assistant County Attorney

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



Agenda Report Form

Open Session Item

SUBJECT: Request for Administrative Leave for County Employees Working as Election Judges

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Kaye Robucci, Director, Washington County Elections Board and Barry Jackson, Deputy Director II, Washington County Elections Board

RECOMMENDED MOTION: Approve eight hours of administrative leave for each Election Day worked by Washington County Government employees.

REPORT-IN-BRIEF: New election laws and regulations require the Washington County Board of Elections to hire more election judges for upcoming elections. The State of Maryland and many local jurisdictions offer administrative leave to their employees who work as election judges. The Washington County Board of Elections believes that offering administrative leave to Washington County employees will help increase the quantity and quality of election judges in Washington County.

DISCUSSION: The Washington County Board of Elections struggles each election to find the required amount of qualified election judges. Because of Same Day Registration (SDR), passed by Maryland voters in the 2018 Gubernatorial General Election, and introduced during the 2019 Maryland General Session as Senate Bill 449, the Board of Elections will require an additional 98 election judges on top of the nearly 600 election judges already deployed throughout the 49 polling places in the county on Election Day in 2020. These new election judges must come from somewhere, and the Washington County Board of Elections believes a relatively untapped resource is Washington County Government employees. Some county employees have shared with the Board of Elections staff that they would be willing to work as election judges if the county offered administrative leave.

The State of Maryland provides administrative leave for its employees who work as election judges on Election Day. Currently, 12 of Maryland's 24 jurisdictions provide or have provided administrative leave to their employees in exchange for working as election judges. House Bill 577 has been introduced to the Maryland General Assembly. If passed into law, it would require all jurisdictions to provide this benefit.

Regardless of the General Assembly's outcome on HB 577, the Washington County Board of Elections respectfully requests that the Board of County Commissioners of Washington County approve eight hours of administrative leave for each Election Day worked by any of its employees.

FISCAL IMPACT: To be Determined

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: House Bill 577, Senate Bill 449, and Administrative Leave Survey

AUDIO/VISUAL NEEDS: None

HOUSE BILL 577

G1

9lr2002

By: **Delegates Shoemaker, Mosby, and Rose**

Introduced and read first time: February 4, 2019

Assigned to: Ways and Means

A BILL ENTITLED

1 AN ACT concerning

2 **Election Law – County and Municipal Employee Service as Election Judge –**
3 **Administrative Leave**

4 FOR the purpose of requiring that a county or municipal employee who serves as an election
5 judge during hours that the employee is scheduled to work for the county or the
6 municipal corporation receive certain administrative leave and certain election judge
7 compensation; making a clarifying change; and generally relating to administrative
8 leave for county and municipal employees who serve as election judges.

9 BY repealing and reenacting, with amendments,
10 Article – Election Law
11 Section 10–202(d)
12 Annotated Code of Maryland
13 (2017 Replacement Volume and 2018 Supplement)

14 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
15 That the Laws of Maryland read as follows:

16 **Article – Election Law**

17 10–202.

18 (d) A State, **COUNTY, OR MUNICIPAL** employee who serves as an election judge
19 during hours that the employee is otherwise scheduled to work for the State, **THE COUNTY,**
20 **OR THE MUNICIPAL CORPORATION SHALL RECEIVE:**

21 (1) **[may use]** 1 hour of administrative leave for each hour of service as an
22 election judge, up to a total of 8 hours for each day of service; and

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 (2) [shall receive] the election judge compensation as specified in § 10–205
2 of this subtitle.

3 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
4 October 1, 2019.

SENATE BILL 449

G1

9lr1123

By: **Senators Pinsky, Augustine, Carter, Ellis, Feldman, Ferguson, Guzzone, Kagan, King, Klausmeier, Lam, Lee, Miller, Peters, Rosapepe, Smith, Waldstreicher, Washington, Young, and Zucker**

Introduced and read first time: February 4, 2019

Assigned to: Education, Health, and Environmental Affairs

A BILL ENTITLED

1 AN ACT concerning

2 **Election Law – Election Day Voter Registration**

3 FOR the purpose of providing an exception to the voter registration deadline to allow an
4 individual to appear at a certain precinct polling place to apply to register to vote or
5 change the voter's address on an existing voter registration; requiring a certain
6 applicant for a voter registration to provide proof of residency; specifying the
7 acceptable forms of proof of residency; requiring an election judge to verify that a
8 certain applicant's residence address is assigned to a certain precinct and to
9 determine whether a certain individual is qualified to become a registered voter;
10 requiring an election judge to process certain applicants for voter registration in a
11 certain manner; requiring an election judge to issue a certain voter a provisional
12 ballot under certain circumstances; requiring the State Board of Elections to take
13 certain measures to notify potential registrants of the correct precinct polling place
14 for the potential registrants' residence addresses; requiring an election judge to
15 notify certain individuals of the correct precinct for the voter's residence address;
16 requiring an election judge to verify that a voter's new residence address is assigned
17 to the precinct under certain circumstances; requiring an election judge to process
18 certain voters who apply to change their address in a certain manner; requiring the
19 State Board of Elections to adopt regulations and procedures in accordance with the
20 requirements of certain provisions of this Act for the administration of voter
21 registration on election day; and generally relating to election day voter registration.

22 BY repealing and reenacting, with amendments,
23 Article – Election Law
24 Section 3–302
25 Annotated Code of Maryland
26 (2017 Replacement Volume and 2018 Supplement)

27 BY adding to

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 Article – Election Law
2 Section 3–306
3 Annotated Code of Maryland
4 (2017 Replacement Volume and 2018 Supplement)

5 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
6 That the Laws of Maryland read as follows:

7 **Article – Election Law**

8 3–302.

9 (a) Except as provided under [§ 3–305] **§§ 3–305 AND 3–306** of this subtitle,
10 registration is closed beginning at 9 p.m. on the 21st day preceding an election until the
11 11th day after that election.

12 (b) A voter registration application received when registration is closed shall be
13 accepted and retained by a local board, but the registration of the applicant does not become
14 effective until registration reopens.

15 (c) A voter registration application that is received by the local board after the
16 close of registration shall be considered timely received for the next election provided:

17 (1) there is sufficient evidence, as determined by the local board pursuant
18 to regulations adopted by the State Board, that the application was mailed on or before
19 registration was closed for that election; or

20 (2) the application was submitted by the voter to the Motor Vehicle
21 Administration, a voter registration agency, another local board, or the State Board prior
22 to the close of registration.

23 **3–306.**

24 **(A) ON ELECTION DAY, AN INDIVIDUAL MAY APPEAR AT THE PRECINCT**
25 **POLLING PLACE IN THE INDIVIDUAL’S COUNTY OF RESIDENCE THAT THE LOCAL**
26 **BOARD HAS ASSIGNED AS THE PRECINCT FOR THE INDIVIDUAL’S RESIDENCE**
27 **ADDRESS TO:**

28 **(1) APPLY TO REGISTER TO VOTE; OR**

29 **(2) CHANGE THE VOTER’S ADDRESS ON AN EXISTING VOTER**
30 **REGISTRATION.**

31 **(B) (1) WHEN APPLYING TO REGISTER TO VOTE ON ELECTION DAY, THE**
32 **APPLICANT SHALL PROVIDE PROOF OF RESIDENCY.**

1 **(2) THE APPLICANT SHALL PROVE RESIDENCY BY SHOWING THE**
2 **ELECTION JUDGE:**

3 **(I) A MARYLAND DRIVER'S LICENSE OR MARYLAND**
4 **IDENTIFICATION CARD THAT CONTAINS THE APPLICANT'S CURRENT ADDRESS; OR**

5 **(II) IF THE APPLICANT DOES NOT HAVE A DRIVER'S LICENSE OR**
6 **IDENTIFICATION CARD THAT CONTAINS THE APPLICANT'S CURRENT ADDRESS, A**
7 **COPY OF AN OFFICIAL DOCUMENT THAT:**

8 **1. MEETS THE REQUIREMENTS ESTABLISHED BY THE**
9 **STATE BOARD; AND**

10 **2. CONTAINS THE APPLICANT'S NAME AND CURRENT**
11 **ADDRESS.**

12 **(C) (1) WHEN AN INDIVIDUAL APPLIES TO REGISTER TO VOTE AT THE**
13 **PRECINCT POLLING PLACE DESCRIBED UNDER SUBSECTION (A) OF THIS SECTION**
14 **ON ELECTION DAY, THE ELECTION JUDGE SHALL:**

15 **(I) VERIFY THE APPLICANT'S RESIDENCE ADDRESS IS**
16 **ASSIGNED TO THE PRECINCT; AND**

17 **(II) DETERMINE WHETHER THE INDIVIDUAL IS QUALIFIED TO**
18 **BECOME A REGISTERED VOTER.**

19 **(2) AFTER VERIFYING THAT THE VOTER IS A RESIDENT OF THE**
20 **PRECINCT AND IS QUALIFIED TO REGISTER TO VOTE, THE ELECTION JUDGE SHALL:**

21 **(I) ISSUE THE VOTER A VOTER AUTHORITY CARD;**

22 **(II) HAVE THE VOTER SIGN THE VOTER AUTHORITY CARD; AND**

23 **(III) ISSUE THE VOTER A REGULAR BALLOT.**

24 **(3) IF THE VOTER IS A RESIDENT OF THE COUNTY BUT NOT THE**
25 **PRECINCT, IS QUALIFIED TO REGISTER TO VOTE, AND CHOOSES TO VOTE IN THE**
26 **PRECINCT, THE ELECTION JUDGE SHALL ISSUE THE VOTER A PROVISIONAL BALLOT.**

27 **(D) (1) THE STATE BOARD SHALL TAKE APPROPRIATE MEASURES TO**
28 **NOTIFY POTENTIAL REGISTRANTS OF THE CORRECT PRECINCT POLLING PLACE FOR**
29 **THE POTENTIAL REGISTRANTS' RESIDENCE ADDRESSES BEFORE EACH ELECTION.**

1 **(2) THE ELECTION JUDGE SHALL NOTIFY AN INDIVIDUAL WHO**
2 **APPLIES TO REGISTER TO VOTE AT THE INCORRECT PRECINCT FOR THE VOTER'S**
3 **RESIDENCE ADDRESS OF THE CORRECT PRECINCT FOR THE VOTER'S RESIDENCE**
4 **ADDRESS.**

5 **(E) (1) WHEN A VOTER APPLIES TO CHANGE THE VOTER'S ADDRESS AT**
6 **THE PRECINCT POLLING PLACE DESCRIBED UNDER SUBSECTION (A) OF THIS**
7 **SECTION ON ELECTION DAY, THE ELECTION JUDGE SHALL VERIFY THAT THE**
8 **VOTER'S NEW RESIDENCE ADDRESS IS ASSIGNED TO THE PRECINCT.**

9 **(2) AFTER VERIFYING THAT THE VOTER IS A RESIDENT OF THE**
10 **PRECINCT, THE ELECTION JUDGE SHALL:**

11 **(I) ISSUE THE VOTER A VOTER AUTHORITY CARD;**

12 **(II) HAVE THE VOTER SIGN THE VOTER AUTHORITY CARD; AND**

13 **(III) ISSUE THE VOTER A REGULAR BALLOT.**

14 **(3) IF THE VOTER IS A RESIDENT OF THE COUNTY BUT NOT THE**
15 **PRECINCT, THE ELECTION JUDGE SHALL ISSUE THE VOTER A PROVISIONAL BALLOT.**

16 **(F) THE STATE BOARD SHALL ADOPT REGULATIONS AND PROCEDURES IN**
17 **ACCORDANCE WITH THE REQUIREMENTS OF THIS SECTION FOR THE**
18 **ADMINISTRATION OF VOTER REGISTRATION ON ELECTION DAY.**

19 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
20 October 1, 2019.



Agenda Report Form

Open Session Item

SUBJECT: Maryland General Assembly Legislation Requiring Multiple Early Voting Sites

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Kaye Robucci, Director, Washington County Board of Elections, and Barry Jackson, Deputy Director II, Washington County Board of Elections

RECOMMENDED MOTION: For Informational Purposes Only

REPORT-IN-BRIEF: House Bill 79 (HB 79) changes the requirement for numbers of Early Voting centers in each local jurisdiction, based on number of registered voters in each jurisdiction. If HB 79 passes, Washington County will be required to have three (3) Early Voting centers, beginning in 2020.

DISCUSSION: Delegate Eric Leudtke (Montgomery-14) introduced House Bill 79 (HB 79), Early Voting Centers – Establishment and Hours. The bill changes the requirement for numbers of Early Voting centers in each local jurisdiction, based on number of registered voters.

Under current law, all local jurisdictions with less than 125,000 registered voters are required to have only one Early Voting center. Washington County falls within that category. Local jurisdictions with 125,000 to 200,000 registered voters are required to have a minimum of three Early Voting centers.

HB 79 changes the requirement for three (3) Early Voting centers to 100,000 registered voters. As of February 19, 2019, Washington County has 102,786 registered voters. This would require Washington County to have three (3) Early Voting centers in 2020.

FISCAL IMPACT:

Budget Line Item	Amount	Notes
535000 – Rentals	\$8,000.00	Rental for two additional Early Voting sites
500005 – Wages – Part Time	\$43,200.00	Training and Election Judge Pay for 28 election judges at two (2) sites
515000 – Contracted/Purchased Services – Security	\$13,130.00	Sherriff’s Deputies at two sites.
535055 – Lease/Purchase Payments	\$79, 546.00	Additional voting equipment, supplies, and transportation of equipment to/from warehouse.
Total	\$143,876.00	

CONCURRENCES: None

ALTERNATIVES: N/A

ATTACHMENTS: House Bill 79, and House Bill 79 – Fiscal Note

AUDIO/VISUAL NEEDS: None

HOUSE BILL 79

G1

9lr1204

By: **Delegate Luedtke**

Introduced and read first time: January 17, 2019

Assigned to: Ways and Means

A BILL ENTITLED

1 AN ACT concerning

2 **Election Law – Early Voting Centers – Establishment and Hours**

3 FOR the purpose of increasing the number of early voting centers that certain counties are
4 required to establish; altering the hours that early voting centers are required to be
5 open during gubernatorial general elections; requiring that the location of early
6 voting centers be designated in a certain manner in certain counties; and generally
7 relating to early voting centers.

8 BY repealing and reenacting, with amendments,

9 Article – Election Law

10 Section 10–301.1

11 Annotated Code of Maryland

12 (2017 Replacement Volume and 2018 Supplement)

13 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
14 That the Laws of Maryland read as follows:

15 **Article – Election Law**

16 10–301.1.

17 (a) Except as provided under Title 9, Subtitle 3 of this article, during any
18 regularly scheduled primary or general election a voter may vote:

19 (1) in the voter’s assigned precinct on election day; or

20 (2) at an early voting center in the voter’s county of residence on any early
21 voting day in accordance with this section.

22 (b) (1) Each county shall have at least one early voting center established in
23 the county as prescribed in this subsection.

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 (2) A county with fewer than [125,000] **100,000** registered voters shall
2 have one early voting center established in the county.

3 (3) A county with [more than 125,000] **AT LEAST 100,000** registered
4 voters but fewer than 200,000 registered voters shall have three early voting centers
5 established in the county.

6 (4) A county with [more than] **AT LEAST 200,000** registered voters but
7 fewer than 300,000 registered voters shall have [four] **FIVE** early voting centers established
8 in the county.

9 (5) A county with [more than] **AT LEAST 300,000** registered voters but
10 fewer than [450,000] **400,000** registered voters shall have seven early voting centers
11 established in the county.

12 (6) A county with [more than 450,000] **AT LEAST 400,000 REGISTERED**
13 **VOTERS BUT FEWER THAN 500,000** registered voters shall have [eleven] **NINE** early
14 voting centers.

15 **(7) A COUNTY WITH AT LEAST 500,000 REGISTERED VOTERS BUT**
16 **FEWER THAN 600,000 REGISTERED VOTERS SHALL HAVE ELEVEN EARLY VOTING**
17 **CENTERS.**

18 **(8) A COUNTY WITH AT LEAST 600,000 REGISTERED VOTERS SHALL**
19 **HAVE THIRTEEN EARLY VOTING CENTERS.**

20 **[(7)] (9)** In addition to the early voting centers required in this subsection,
21 each county with fewer than 200,000 registered voters may establish one additional early
22 voting center if the State Board, in collaboration with the local board, and the governing
23 body of the county agree to establish an additional early voting center.

24 (c) No later than 6 months before a primary election, the State Board, in
25 collaboration with the local board in each county, shall designate each early voting center
26 in that county.

27 **(D) TO THE EXTENT POSSIBLE, IN A COUNTY WITH MORE THAN ONE EARLY**
28 **VOTING CENTER, THE STATE BOARD, IN COLLABORATION WITH THE LOCAL BOARD**
29 **IN THAT COUNTY, SHALL DESIGNATE THE LOCATION OF EACH EARLY VOTING**
30 **CENTER TO MAXIMIZE GEOGRAPHIC DISPERSAL AND ACCESSIBILITY FOR THE**
31 **REGISTERED VOTERS OF THAT COUNTY.**

32 **[(d)] (E)** Each early voting center shall be open for voting as follows:

33 (1) beginning the second Thursday before a primary or general election

1 through the Thursday before the election; and

2 (2) during the following hours:

3 (i) in a **[presidential]** general election, during the hours between 8
4 a.m. and 8 p.m. each early voting day; and

5 (ii) in all other elections, during the hours between 10 a.m. and 8
6 p.m. each early voting day.

7 **[(e)] (F)** Each early voting center shall satisfy the requirements of § 10–101 of
8 this title.

9 **[(f)] (G)** Beginning 30 days prior to each early voting period the State Board and
10 each local board shall undertake steps to inform the public about early voting and the
11 location of early voting centers in each county, including:

12 (1) a series of public service media announcements;

13 (2) mailings to all registered voters in each county; and

14 (3) other measures as appropriate.

15 **[(g)] (H)** Except as expressly provided in this section, any provision of this article
16 that applies to voting on election day also applies to early voting.

17 **[(h)] (I)** The State Board shall adopt regulations and guidelines in accordance
18 with the requirements of this section for the conduct of early voting.

19 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
20 October 1, 2019.

Department of Legislative Services
 Maryland General Assembly
 2019 Session

FISCAL AND POLICY NOTE
 First Reader

House Bill 79 (Delegate Luedtke)
 Ways and Means

Election Law - Early Voting Centers - Establishment and Hours

This bill adjusts the voter registration-based requirements for the number of early voting centers in each county, resulting in a greater number of early voting centers in certain counties. The bill also (1) establishes a requirement regarding how early voting center locations are designated in counties with more than one early voting center and (2) increases the number of hours an early voting center must be open each day, during the early voting period for a gubernatorial general election.

Fiscal Summary

State Effect: General fund expenditures increase by \$25,000 in FY 2020 and FY 2021, and by increased amounts in future years. Revenues are not affected.

(in dollars)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Revenues	\$0	\$0	\$0	\$0	\$0
GF Expenditure	25,000	25,000	75,000	95,000	85,000
Net Effect	(\$25,000)	(\$25,000)	(\$75,000)	(\$95,000)	(\$85,000)

Note:() = decrease; GF = general funds; FF = federal funds; SF = special funds; - = indeterminate increase; (-) = indeterminate decrease

Local Effect: Local government expenditures increase collectively by \$275,000 annually beginning in FY 2020, by \$780,000 annually beginning in FY 2022, and by \$890,000 annually beginning in FY 2024. Certain additional costs are incurred in FY 2023 and future gubernatorial general election years. Revenues are not affected. **This bill imposes a mandate on a unit of local government.**

Small Business Effect: None.

Analysis

Bill Summary:

Required Numbers of Early Voting Centers

The required number of early voting centers in each county is modified as shown in **Exhibit 1**.

Exhibit 1 Early Voting Centers

Current Law		Under the Bill	
<u>Registered Voters In a County</u>	<u>Early Voting Centers*</u>	<u>Registered Voters In a County</u>	<u>Early Voting Centers*</u>
<125,000	1	<100,000	1
125,000-200,000	3	100,000-200,000	3
200,000-300,000	4	200,000-300,000	5
300,000-450,000	7	300,000-400,000	7
>450,000	11	400,000-500,000	9
		500,000-600,000	11
		≥600,000	13

*Under current law and under the bill, counties with less than 200,000 registered voters may establish one additional early voting center if the State Board of Elections, in collaboration with the local board of elections, and the governing body of the county agree to establish an additional center.

Designation of Early Voting Center Locations

To the extent possible, in a county with more than one early voting center, the bill requires the State Board of Elections (SBE), in collaboration with the local board of elections in that county, to designate the location of each early voting center to maximize geographic dispersal and accessibility for the registered voters of that county.

Early Voting Center Hours for a Gubernatorial General Election

The bill requires an early voting center to be open from 8 a.m. to 8 p.m., rather than from 10 a.m. to 8 p.m., each early voting day, for a gubernatorial general election.

Current Law/Background: Early voting was first implemented in 2010 and was expanded under Chapters 157 and 158 of 2013 and Chapter 288 of 2016. There were 79 early voting centers for the 2018 general election. The early voting period runs from the second Thursday before the election through the Thursday before the election. A voter may vote at any early voting center in the voter's county of residence.

No later than six months before a primary election, SBE, in collaboration with the local board in each county, must designate each early voting center in that county.

Early voting centers are open, in a presidential general election, during the hours between 8 a.m. and 8 p.m. each early voting day. In all other elections, early voting centers are open during the hours between 10 a.m. and 8 p.m. each early voting day.

For further background information on early voting see the attached **Appendix – Early and Absentee Voting**.

State and Local Fiscal Effect:

Additional Early Voting Centers

General fund expenditures increase by \$25,000 annually beginning in fiscal 2020, by \$75,000 annually beginning in fiscal 2022, and by \$85,000 annually beginning in fiscal 2024, due to costs of additional voting equipment and voting equipment transportation for additional early voting centers. SBE shares voting system costs with the local boards of election pursuant to Chapter 564 of 2001.

Local government expenditures increase collectively by \$275,000 annually beginning in fiscal 2020, by \$780,000 annually beginning in fiscal 2022, and by \$890,000 annually beginning in fiscal 2024, due to the costs of additional voting equipment and voting equipment transportation (shared with the State), and operating costs, for additional early voting centers.

As shown in **Exhibit 1** this estimate accounts for 4 additional early voting centers being established for the 2020 elections, 8 more (for a total of 12) additional early voting centers being established for the 2022 elections, and 2 more (for a total of 14) additional early voting centers being established for the 2024 and future elections.

The estimate assumes that (1) the amount of registered voters in Baltimore City and Anne Arundel, Prince George's, and Washington counties surpasses relevant thresholds under the bill in time to cause eight additional early voting centers to be required in those counties, collectively, for the 2022 elections and (2) the amount of registered voters in Frederick and Harford counties surpasses relevant thresholds under the bill in time to cause an additional early voting center to be required in each of those counties, for the

2024 elections. The estimate also assumes that growth in the amount of registered voters in Carroll County will result in a need for an additional early voting center for the 2020 elections even in the absence of the bill and therefore does not account for an impact in Carroll County.

The cost estimates were developed using average operating costs of early voting centers for counties in different tiers of voter registration populations (Baltimore, Montgomery, and Prince George’s counties in the top tier; Anne Arundel County and Baltimore City in the next tier; etc.) across primary and general elections, along with information provided by SBE regarding amounts of equipment used per early voting center by the different counties. The average operating costs per early voting center are based on past early voting cost information collected by the Department of Legislative Services, adjusted using more recent information provided by certain local boards of elections. Actual operating costs may be somewhat lower in primary election years and higher in general election years, because of lower and higher expected voter turnout, respectively.

Exhibit 1
Costs of Additional Early Voting Centers

	No. of Additional Centers	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
State Total		\$25,000	\$25,000	\$75,000	\$75,000	\$85,000
Anne Arundel	2	-	-	130,000	130,000	130,000
Baltimore City	2	-	-	125,000	125,000	125,000
Charles	1	40,000	40,000	40,000	40,000	40,000
Frederick	1	-	-	-	-	45,000
Harford	1	-	-	-	-	65,000
Howard	1	65,000	65,000	65,000	65,000	65,000
Montgomery	2	170,000	170,000	170,000	170,000	170,000
Prince George’s	2	-	-	175,000	175,000	175,000
Washington	2	-	-	75,000	75,000	75,000
Local Government Total		\$275,000	\$275,000	\$780,000	\$780,000	\$890,000

Source: Department of Legislative Services

Additional Early Voting Center Hours

Increasing the number of hours early voting centers are open each early voting day in a gubernatorial general election is expected to increase the State and local boards of elections' costs.

Both the State and local boards of elections' costs increase for additional compensation of voting system support personnel, which is a voting system cost shared by the State and local boards of elections. General fund expenditures increase by not more than \$20,000 and local government expenditures also increase collectively by not more than \$20,000 in fiscal 2023 and future gubernatorial general election years for the additional voting system support personnel compensation.

Local boards of elections may also incur additional costs, primarily additional compensation of local board of elections personnel and election judges. Of a small number of counties contacted about the impact, some have indicated they do not expect a fiscal impact while others expect expenditures to increase. Carroll County, for example, indicates that its costs increase by \$7,600 in fiscal 2023 (the fiscal year in which the 2022 gubernatorial general election falls) and Harford County indicates that its costs increase by \$20,900.

Additional Information

Prior Introductions: None.

Cross File: SB 461 (Senator Waldstreicher) - Education, Health, and Environmental Affairs.

Information Source(s): State Board of Elections; Baltimore City; Carroll, Cecil, Charles, Frederick, Harford, Montgomery, Queen Anne's, and St. Mary's counties; National Conference of State Legislatures; Department of Legislative Services

Fiscal Note History: First Reader - February 4, 2019
mm/hlb

Analysis by: Scott D. Kennedy

Direct Inquiries to:
(410) 946-5510
(301) 970-5510

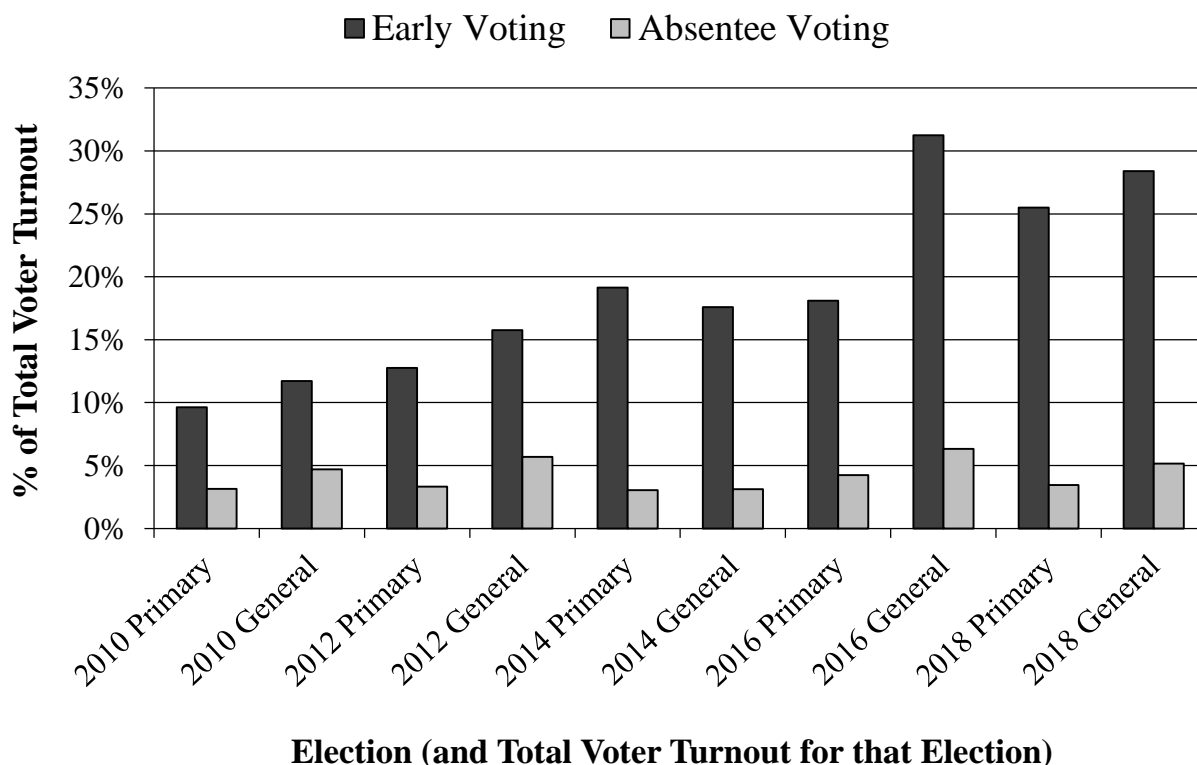
Appendix – Early and Absentee Voting

In Maryland

Maryland voters have the option of voting at an early voting center prior to Election Day or by absentee ballot, as alternatives to voting at a polling place on Election Day. In-person early voting at early voting centers was first implemented in 2010, and “no excuse” absentee voting (not requiring a reason that a voter cannot vote in person) was first allowed in 2006.

Exhibit 1 shows that, as a percentage of overall turnout in the 2010 through 2018 elections, use of early voting has been generally increasing, surpassing 25% in recent elections, and use of absentee voting has been between 3% and 7%.

Exhibit 1
Maryland Early and Absentee Voting Turnout
2010-2018



Source: State Board of Elections; Department of Legislative Services

Chapters 157 and 158 of 2013 increased the number of early voting centers and the length of the early voting period, and Chapter 288 of 2016 further increased the number of centers. **Exhibit 2** and **Exhibit 3** show the changes made by Chapters 157 and 158 and Chapter 288. The number of early voting centers in each county, for the 2018 general election, is shown in **Exhibit 4**. A voter may vote at any early voting center in the voter's county of residence. In addition, pursuant to Chapters 157 and 158, an individual has been able to both register to vote (or change his/her voter registration address) and vote at an early voting center since 2016.

Chapters 157 and 158 also expanded and clarified the methods by which a voter may request and receive an absentee ballot. An absentee ballot must be requested in writing (there are State and federal forms that can be used) or, pursuant to Chapters 157 and 158, a request can be submitted online through the State Board of Elections website. The available methods for a voter to receive an absentee ballot are (1) by mail; (2) by facsimile transmission; (3) through the Internet; or (4) by hand during an in-person transaction. To return an absentee ballot, a voter may either mail in the completed ballot, postmarked on or before Election Day, or deliver it to the local board of elections in person by the close of polls on Election Day.

In Other States

Research by the National Conference of State Legislatures (NCSL) indicates that 39 states and the District of Columbia offer some form of in-person early voting, and 28 states and the District of Columbia permit no excuse absentee voting. Colorado, Oregon, and Washington conduct all elections by mail.

The timing and length of early voting periods varies among the early voting states. According to NCSL, the average starting time for early voting is 22 days before an election. NCSL indicates that the average length of early voting periods across the states is 19 days and early voting typically ends just a few days before Election Day.

**Exhibit 2
Early Voting Centers**

Prior to Chs. 157/158		Under Chs. 157/158		Under Ch. 288 (Current Law)	
Registered Voters in a <u>County</u>	<u>Early Voting Centers</u>	Registered Voters in a <u>County</u>	<u>Early Voting Centers*</u>	Registered Voters in a <u>County</u>	<u>Early Voting Centers*</u>
< 150,000	1	< 125,000	1	< 125,000	1
150,000-300,000	3	125,000-300,000	3	125,000-200,000	3
> 300,000	5	300,000-450,000	5	200,000-300,000	4
		> 450,000	8	300,000-450,000	7
				> 450,000	11

*In addition to these required centers, each county may establish one additional early voting center if the State Board of Elections, in collaboration with the local board of elections, and the governing body of the county agree to establish an additional center. Chapter 288 limited this option to apply only to counties with less than 200,000 registered voters.

Source: Department of Legislative Services

Exhibit 3
Early Voting Days and Hours

Prior to Chs. 157/158

2010 Elections

Days (6)

Second Friday before the election through Thursday before the election, excluding Sunday

Hours

10 a.m.-8 p.m. (each day)

2012 Elections

Days (6)

Second Saturday before the election through Thursday before the election

Hours

10 a.m.-8 p.m. (Saturday; Monday-Thursday)
12 noon-6 p.m. (Sunday)

**Under Chs. 157/158 (Current Law;
no changes were made by Ch. 288)**

2014 and Future Elections

Days (8)

Second Thursday before the election through Thursday before the election

Hours

Presidential general election:
8 a.m.-8 p.m. (each day)

All other elections:
10 a.m.-8 p.m. (each day)

Source: Department of Legislative Services

Exhibit 4
Early Voting Centers in Each County

<u>Jurisdiction</u>	<u>Registered Voters (December 2018)</u>	<u>Early Voting Centers 2018 General Election</u>
Allegany	43,436	1
Anne Arundel	394,529	7
Baltimore City	393,029	7
Baltimore	561,443	11
Calvert	66,605	1
Caroline	20,495	1
Carroll	123,565	2
Cecil	66,398	1
Charles	114,818	2
Dorchester	21,611	1
Frederick	177,016	4
Garrett	20,006	2
Harford	183,711	4
Howard	220,609	4
Kent	13,232	1
Montgomery	670,134	11
Prince George's	589,433	11
Queen Anne's	36,364	2
St. Mary's	71,937	1
Somerset	13,307	1
Talbot	27,291	1
Washington	97,010	1
Wicomico	62,847	1
Worcester	39,280	1
Total	4,028,106	79

Source: State Board of Elections



Open Session Item

SUBJECT: Combined Election Board Facility

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Kaye Robucci, Director, Washington County Board of Elections, and Barry Jackson, Deputy Director II, Washington County Board of Elections

RECOMMENDED MOTION: Approve funding for the lease (and build-out if required) of a facility sufficient to meet the needs of the Washington County Board of Elections

REPORT-IN-BRIEF: The Washington County Board of Elections has been searching for a facility that can house their office, warehouse, Early Voting center, and election judge training center. A possible solution is the property at 17718 Virginia Avenue, Hagerstown, MD 21740.

DISCUSSION: The Washington County Board of Elections, County Commissioners and staff have been working together for a number of years to find a suitable location for the Board of Elections' office, warehouse, Early Voting center, and election judge training center.

Currently, the office is located at 35 West Washington Street, Hagerstown, and the warehouse is located at 101 Tandy Drive, Hagerstown, both county owned properties. The Board of Elections has no permanent location for Early Voting and has leased facilities in the past. Election judge training has been held in leased facilities but often we must rely on the generosity of other organizations for the use of their facilities.

In 2018, Early Voting was held at Hager Hall, 901 Dual Highway, Hagerstown. Election judge training was conducted in the newly renovated conference room at the Washington County Board of Education's transportation facility on 820 Commonwealth Avenue, Hagerstown.

For the 2020 Presidential Election, no facility has been secured for Early Voting or election judge training. In five (5) election cycles since 2010, no fewer than four (4) locations have been used for Early Voting. The Board of Elections maintains that a permanent home is needed for Early Voting in order to adequately serve the voters of Washington County.

During the February 12, 2019 County Commissioners meeting, it was stated that it is under the Board of Elections initiative to find a suitable location to house all four components (office, warehouse, Early Voting, and election judge training center) under one roof.

The Board of Elections believes it has found such a place in the former Shop and Save, located at 17718 Virginia Avenue, Hagerstown.

Considerations for the Shop and Save:

- Location;
- Size of facility;

- Loading docks;
- Abundant parking;
- Public Transportation

FISCAL IMPACT: Total Fiscal Impact to be determined. We are scheduled to visit the location on Wednesday, February 20, 2019.

Fiscal Impact Considerations:	Comments:
Lease – 20 year?	I've requested \$180,000 in FY20
Space Required: 32,000 sq. ft. Of which the following would be: Early Voting: 5,200 sq. ft. Training: 3,500 sq. ft.	
Security System	
Restrooms needed near front of facility	Part of build-out

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: None

AUDIO/VISUAL NEEDS: None



Open Session Item

SUBJECT: Proposed Building Code Review Committee

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: Richard Eichelberger, Director / Code Official, Division of Construction, Frank Quillen, Chief Plans Examiner / Deputy Code Official, Division of Construction, and Ashley Holloway, Director, Division of Plan Review and Permitting

RECOMMENDED MOTION: Move to approve the proposed Building Code Review Committee to assist in the review of the 2018 Building Codes in preparation for local adoption.

REPORT-IN-BRIEF: The 2018 code adoption, as required by the State of Maryland, includes the State Building Performance Standards and Washington County local amendments. Local amendments allow for some modification to the new codes to meet local conditions and for consistency and coordination with customers as well as external agencies. The local amendments will be the result of the work of this committee.

DISCUSSION: The State of Maryland is scheduled to adopt the Maryland Building Performance Standards (MBPS) to become effective March 1, 2019. We appeared before the Board on January 15, 2019 to request the formation of a Code Review Committee to aid in the review of the new building related codes. This committee will provide a review of the state adopted codes and provide recommendations to the Commissioners for final approval including local amendments. The goal is to complete the process for adoption and implementation by the end of 2019.

The Committee will consist of various government, design, and construction representatives. The purpose of the review is to consider safety, consistency, common sense, and customer service across agencies as it relates to Washington County.

As previously stated, the Plumbing, Mechanical, and Electrical codes will be reviewed by the members of their respective County Boards.

Today we request approval of the committee members as presented.

FISCAL IMPACT: Approximately \$3,500.00 for Committee member code books.

CONCURRENCES: Rob Slocum, County Administrator

ALTERNATIVES: N/A

ATTACHMENTS: 2018 Committee Members List

AUDIO/VISUAL NEEDS: N/A



DIVISION OF CONSTRUCTION

WASHINGTON COUNTY 2018 BUILDING CODE REVIEW COMMITTEE

- **Maryland Registered Architect – Michael Gehr AIA**
Bushey Feight Morin Architects Inc. – BFM Architects Inc.
301-733-5600 (work)
301-988-7290 (cell)
mgehr@bfmarchitects.com
- **Maryland Registered Structural Engineer – Dan Matonak, P.E.**
Matonak & Associates
301-790-0111 (work)
dan@strengthengineering.com
- **Maryland Licensed Mechanical Engineer – Les Grim, P.E., LEED AP, CxA**
L.S. Grim Consulting Engineers
301-797-1702 (work)
301-988-0678 (cell)
lsgrim@lsgrim.com
- **Washington County Licensed Residential Home Builder – Carl Vogel**
Oliver Homes
301-797-0000 (work)
carl@oliverhomes.com
- **City of Hagerstown Building Official Representative – Blaine Mowen**
Chief Code Official
City of Hagerstown Planning & Codes Administration
301-739-8577 Ext. 119 (work)
bmowen@hagerstownmd.org
- **County Building Code Official/Division Director – Richard W. Eichelberger**
Division of Construction
240-313-2480 (work)
reichelberger@washco-md.net
- **County Division Director – Ashley Holloway**
Division of Plan Review & Permitting
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aholloway@washco-md.net

80 West Baltimore Street | Hagerstown, MD 21740 | P: 240.313.2460 | Hearing Impaired: 7-1-1

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- **County Deputy Code Official/Chief Plans Examiner – Frank Quillen**
Division of Construction
240-313-2472 (work)
fquillen@washco-md.net
- **Maryland State Fire Marshal Official Representative – Larry Iseminger**
Fire Protection Engineer
State Fire Marshal’s Office
301-766-3892
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- **County Chief Building Inspector/Senior Plans Examiner – Terry Feiser**
Division of Construction
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tfeiser@washco-md.net

Support Staff

- **Administrative Assistant- Kamera Gordon**
Division of Construction
240-313-2434 (work)
kagordon@washco-md.net
- **Code Review Coordinator- Chief of Permitting – Becky Gander**
Division of Plan Review and Permitting
240-313-2466 (work)
rgander@washco-md.net



Open Session Item

SUBJECT: Cascade Town Centre (CTC) Development Plan 2019

PRESENTATION DATE: February 26, 2019

PRESENTATION BY: JG Business Link International

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: N/A

DISCUSSION: Cascade Town Centre Development Plan 2019

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS:

AUDIO/VISUAL NEEDS: N/A

Live, Work, Play, & More at

Cascade Town Centre



2019 Development Plan

Presented by JGBLI



Master Plan

Cascade Town Centre

- In the northeast corner of Washington County sits the quiet mountain town of Cascade. Featuring mountain scenery, beautiful lakes, a vibrant culture, a rich history and a healthy environment, Cascade is the best kept secret in Maryland.
- Cascade Town Center is a 591-acre mixed-use development project at the former Fort Ritchie Army Base located in the northeast corner of Washington County, Maryland.
- The project site offers 303 acres of developable land and an additional 254 acres of wooded land for the 2nd phase development.
- Self-sufficient community with all the amenities centering around six themes: Mixed-use retail, Resort, Academic, Health & Wellness, Residential and Commercial.
- The Cascade Town Centre will incorporate state-of-the-art facilities and cutting-edge technologies to be reborn as a smart city while preserving its beautiful nature and history.



Mixed-use

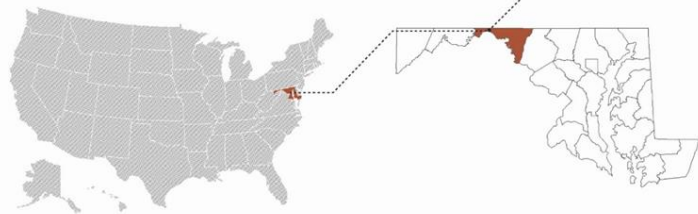
Office

Resort

Residential

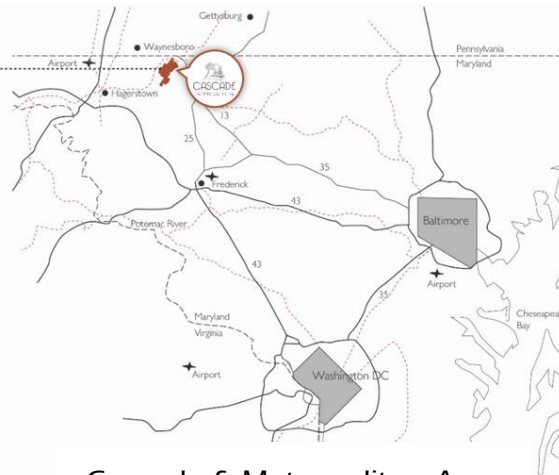
University

Wellness



State of Maryland

Washington County



Cascade & Metropolitan Area

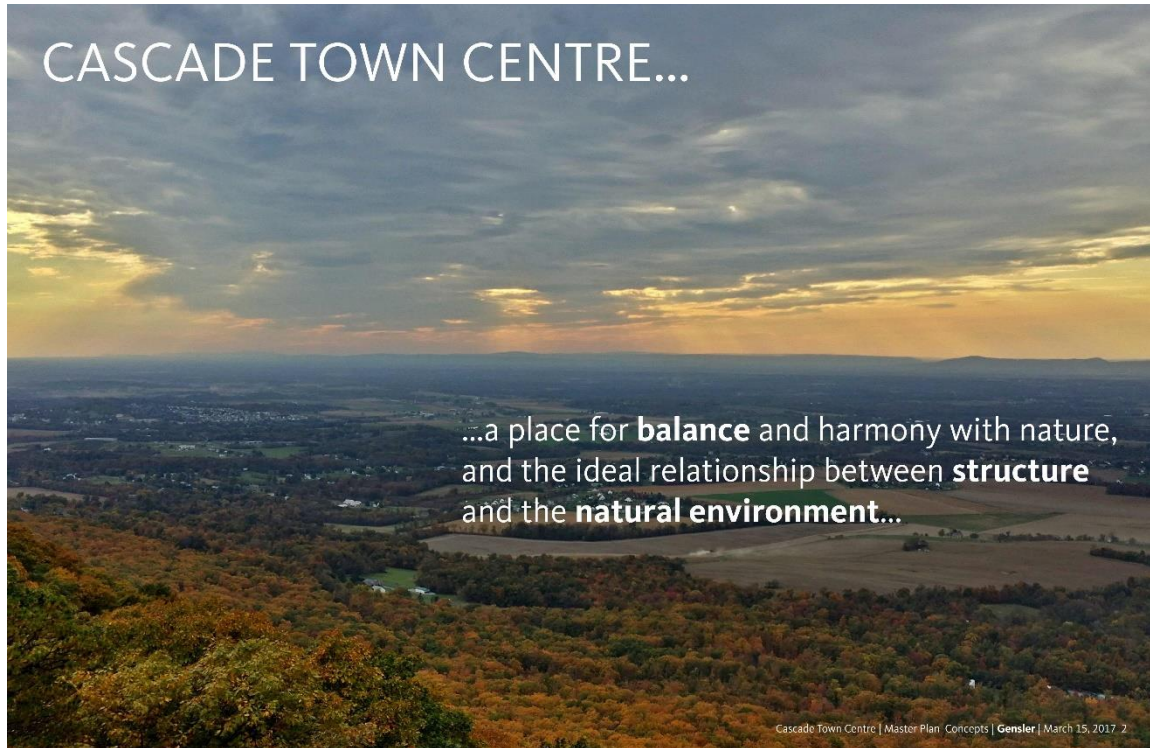
Cascade, Washington County, Maryland

- Perfectly located at a strategic crossroads of major interstates, rail lines, and airways — close to a major international port, and just an hour from Washington, D.C./Baltimore metro areas
- An outstanding and affordable quality of life
- Washington County, Maryland, offers one of the most dynamic and ideal business locations in the Eastern United States.

Inspiration

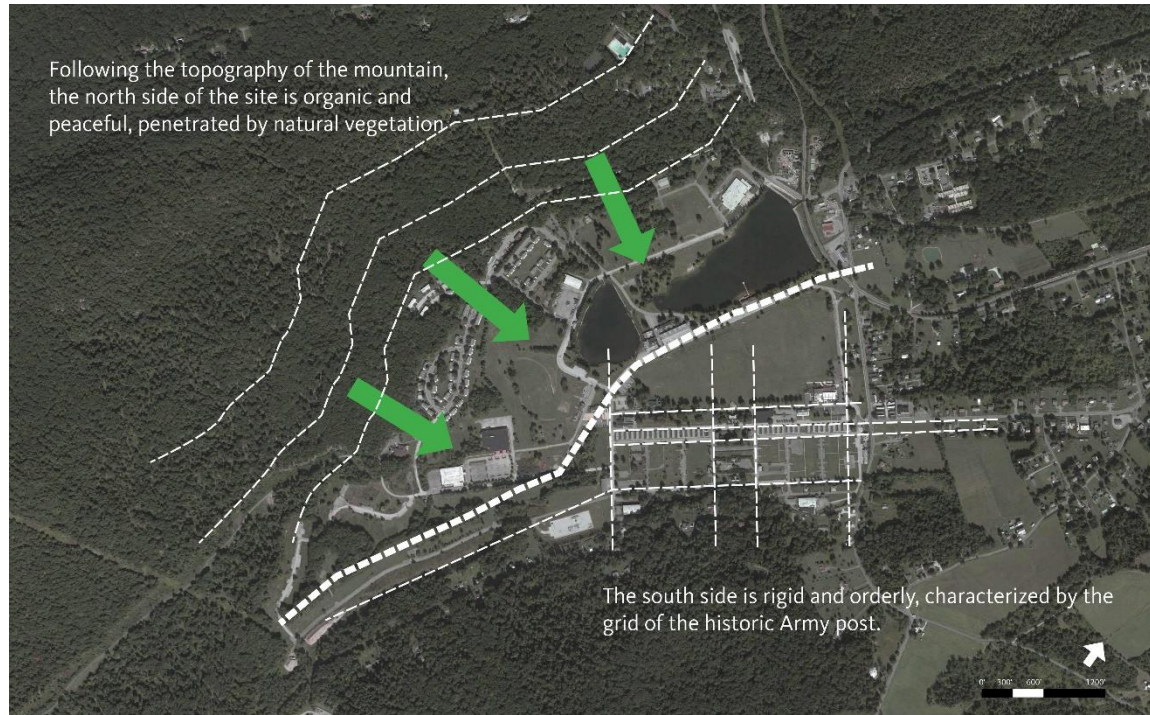
Gensler

Gensler is a global design and architecture firm that delivers a wide range of project types around the world and operates offices in 48 cities in 16 countries worldwide.



Cascade Town Centre | Master Plan Concepts | Gensler | April 8, 2017 3

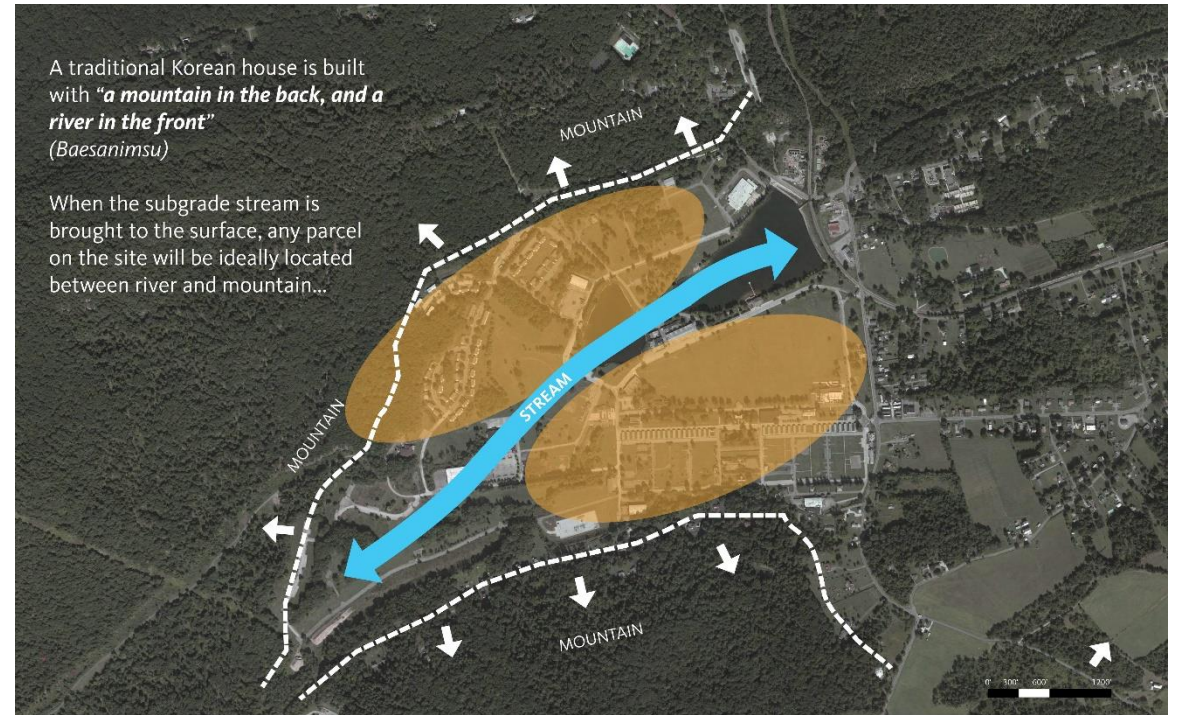
Background



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Gensler

Gensler is a global design and architecture firm that delivers a wide range of project types around the world and operates offices in 48 cities in 16 countries worldwide.



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Initial Master Plan



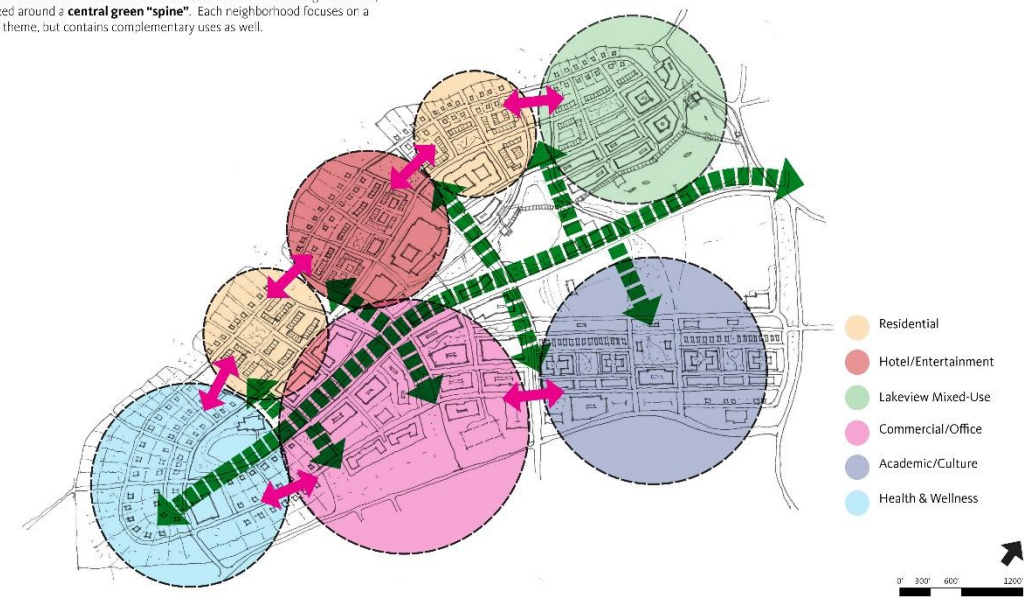
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Gensler

Gensler is a global design and architecture firm that delivers a wide range of project types around the world and operates offices in 48 cities in 16 countries worldwide.

A Collection of Neighborhoods

Cascade Town Centre is an interconnected series of mixed-use neighborhoods, organized around a **central green "spine"**. Each neighborhood focuses on a central theme, but contains complementary uses as well.



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Initial Master Plan: Description

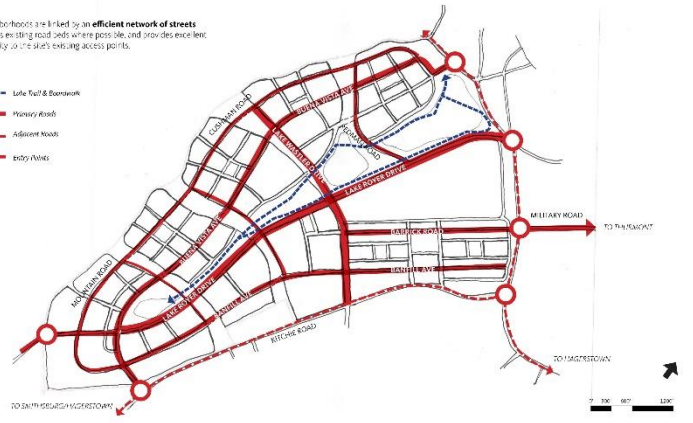
Gensler

Gensler is a global design and architecture firm that delivers a wide range of project types around the world and operates offices in 48 cities in 16 countries worldwide.

Street Network

The neighborhoods are linked by an **efficient network of streets** which uses existing road beds where possible and provides excellent connectivity to the site's existing access points.

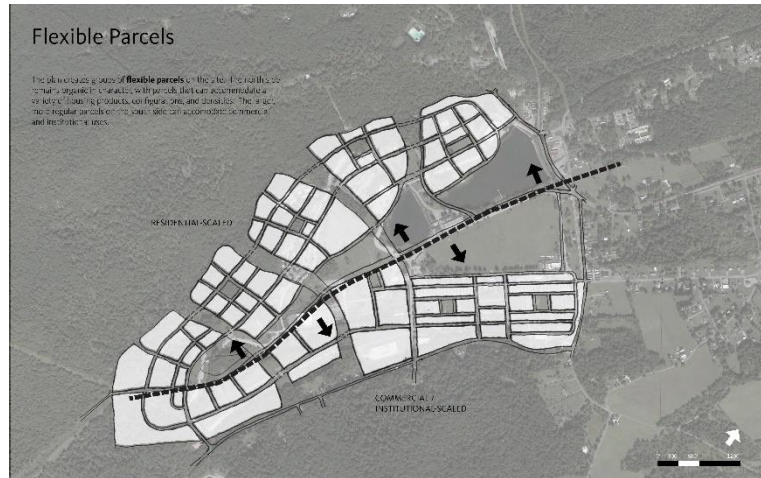
- ← Lake Trail & Boardwalk
- ← Primary Road
- ← Adjacent Road
- Entry Point



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Flexible Parcels

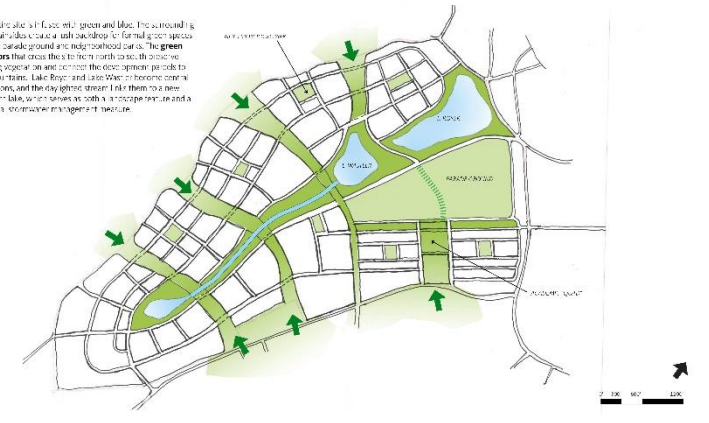
The plan creates a series of **flexible parcels** of the site. The flexibility of parcel shapes, sizes, and parcels allows for a variety of uses, including residential, commercial, and institutional. The flexibility of parcel shapes and sizes can accommodate a variety of building types.



Cascade Town Centre | Master Plan | Concepts | Gensler | April 8, 2017 | 9








Green & Blue

The site is a mix of green and blue. The surrounding residential area is a mix of formal and informal green spaces like the park and neighborhood park. The **green corridors** that cross the site to the north to be the best looking green space and connect the development parcels to the main street. Lake Ridge and Lake West become central attractions, and the day green street links them to a new residential area. The site is a mix of green and blue and a green management strategy.



Cascade Town Centre | Master Plan | Concepts | Gensler | April 8, 2017 | 11

Current Master Plan

	Mixed-Use Retail	63 acres
	Commercial	50 acres
	Resort & Entertainment	20 acres
	Residential	40 acres
	Academic & Culture	70 acres
	Health & Wellness	50 acres
	Lakeside Park	35 acres
	2 nd Phase Development	254 acres



Mixed-use

Office

Resort

Residential

University

Wellness

Project Cost

Executive Summary

\$1.3 B Cost Summary

Theme / Project	Acreage	Pre-Construction Cost	Construction Cost	Total Project Cost
Mixed-Use Retail	63 acres	\$10,500,000	\$146,700,000	\$157,200,000
Commercial	50 acres	\$9,650,000	\$195,500,000	\$205,150,000
Resort & Entertainment	20 acres	\$8,350,000	\$78,500,000	\$86,850,000
Residential	40 acres	\$8,250,000	\$54,000,000	\$62,250,000
Academic & Culture	70 acres	\$8,200,000	\$171,600,000	\$179,800,000
Health & Wellness	50 acres	\$13,000,000	\$82,500,000	\$95,500,000
Lakeside Park	35 acres	\$19,000,000	\$29,500,000	\$48,500,000
2 nd Phase Development	254 acres	\$87,000,000	\$360,000,000	\$447,000,000
TOTAL	582 acres*	\$163,950,000	\$1,118,300,000	\$1,282,250,000

* Does not include 9 acres retained by Washington County

Contributions to Washington County

3.7 K

Job Creation

Expected Number of New Jobs

Industry		Expected Employment
Hospitality & Tourism	Hotel & Event Management	114
	Resort (Hotel & Entertainment)	825
	Restaurant	672
	Retail	346
Education & Training	University	400
Healthcare	Hospital	100
Others	Advanced Technology, Agriculture, Food & Natural Resources, Manufacturing, etc.	1,100
Administration	Management & Maintenance	150

TOTAL 3,707 - US Jobs

Development

JG Group

- Since 1984, JG Group (Chairman Gun Seon Lee) has conducted businesses in general merchandise distribution, ATM service, credit card processing, business & development consulting, property & investment management, and real estate development.



JG Business Link International

Washington Realty Management

Cascade Town Centre Development LLC

JG Merchant Sales & Services

SG Bankcard Services



Chairman
Gun Seon Lee



JG Business Link International (JGBLI) – Master Developer of the Cascade Town Centre



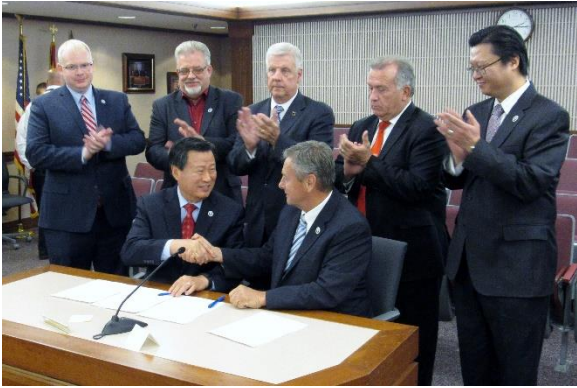
Cascade Town Centre Development (CTCD) LLC – Owner of 63-acre lakefront property at Cascade Town Centre



Washington Realty Management (WRM) – Property and investment management



Cascade Town Centre Master Developer



November 2016, Washington County, Maryland, and JGBLI signed a **Master Development Agreement (MDA)** for developing the Cascade Town Centre, a 591-acre mixed-use development at former Fort Ritchie Army base.

Since signing, JGBLI has continuously endeavored to develop the Cascade Town Centre, an estimated \$1.3 billion project. As the master developer, JGBLI is actively attracting investors to the Cascade Town Centre development project.

While discussing potential proposals with investors, JGBLI is closely vetting the proposals to ensure they fit within the master plan developed by JGBLI and approved by Washington County.

September 2017, Washington County transferred 63 acres of lakefront property at the Cascade Town Centre to Cascade Town Centre Development LLC. Washington Realty Management has maintained the property since then.

Development of these 63 acres at the Cascade Town Centre is important, in that it can kick-start the entire 591-acre project and attract people to the site as a destination, as well as provide support and accommodation to people from other themes of the Cascade Town Centre, such as:

- Residential units for faculties and executives from the academic and commercial districts
- Hotel accommodations for developers and short-term visitors from all themed areas
- Retails and restaurants for convenient living and amenities
- Healthcare Institute for quality of life



Mixed-use

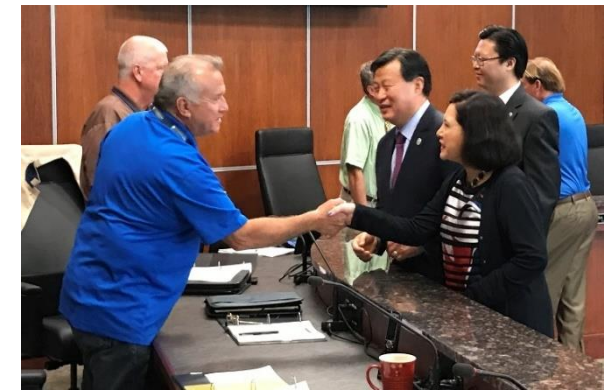
Office

Resort

Residential

University

Wellness



Cascade Town Centre Development Partnerships

- JGBLI has done the footwork and is bringing together many investors to make this project a reality.
- With local and international partners, the Cascade Town Centre is being developed with strategic alliances.

Development

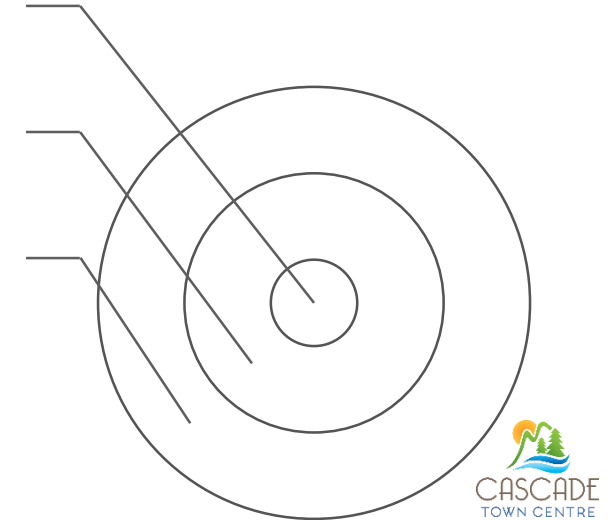
- JGBLI
- Washington County

Partnership

- Development Committee
- Advisory Group

Support

- State of Maryland
- Washington County



Development Committee

Chair
Gun Seon Lee, Chairman of JG Group

Vice Chairs
Joe Lee, President of Washington Realty Management
Greg Murray, CEO of Washington Realty Management
Kirby Delauter, President of W.F. Delauter & Son
Gordon Poffenberger, Director of Fox & Associates
Gregg Thompson, Director of Brechbill & Helman
Timothy R. Campbell, President of Callas Contractors
Susan Small, Director of Washington County Department of Business Development

Legal Counsel
Jeffrey Hamberger, VP and Sr. Counsel of JGBLI
Jane Park, Adams, Morris & Sessing
Sang Jun Han, Han S Associates, PLLC

Property Mgmt.
 Fortune Realty Advisors
 Maryland Pro Realty
 Ko-Am Realty & Investment
 Mega Realty & Investments
 Washington New Star & Investment
 S&S Realty and Investment

Investor Relations
 Issac Holdings
 SM Innovation
 Nine Global
 Y's & Co.

Advisory Group

Chair
John Barr, President of Ellsworth Electric

Architecture
 8 members

Construction
 13 members

Engineering
 9 members

Development Strategies



Strategic Marketing

- ❑ Because Cascade Town Centre is a massive-scale development project, a large amount of development and operations capital is needed, in addition to land purchase costs.
- ❑ For the successful development of Cascade Town Centre, marketing will be focused on all six themes for faster and concurrent development, as a reduced financial burden will be more attractive to investors.
- ❑ However, each proposal will be reviewed and evaluated by the master developer to ensure that it is in accordance with the master plan of Cascade Town Centre.

Customized Investment Programs

- ❑ JGBLI is identifying and introducing investment opportunities in the Cascade Town Centre to individual and institutional investors.
- ❑ The master developer also provides customized investment programs to foreign investors, for the seamless progress of overseas investment.

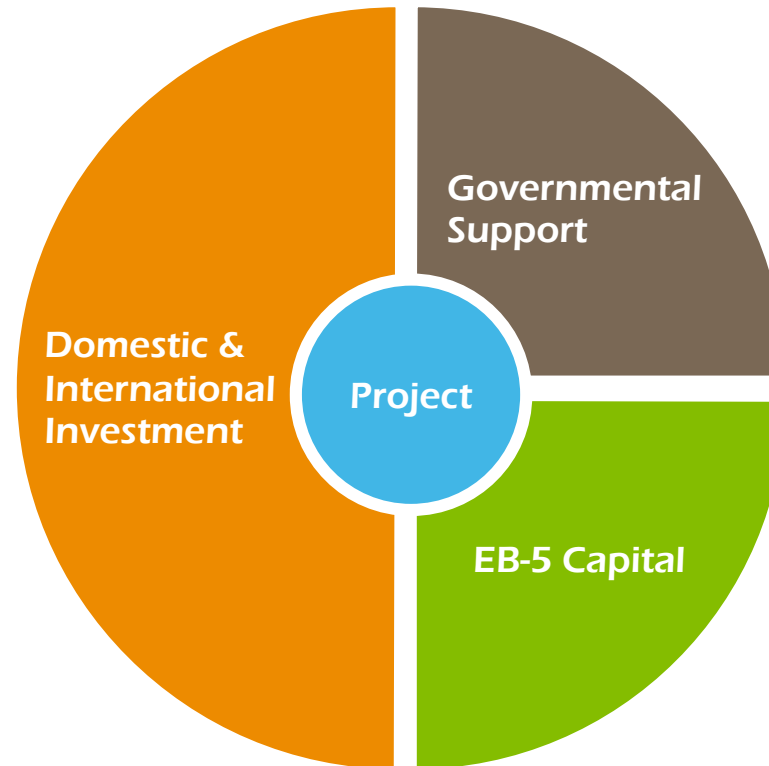


Project Structure

- ❑ Structures vary dependent on each project's characteristics, but the fundamental structure of development for a project at Cascade Town Centre is as follows:

Investment Attraction

- JGBLI has committed to attracting investors to the Cascade Town Centre, an estimated \$1.3 billion mixed-use development project.
- Since the middle of 2015, JGBLI has promoted the investment opportunities to more than 250 individuals and organizations.











Grants and Support from Governments

- Washington County Government
- State of Maryland Government
- US Federal Government
- Central Government of Korea

EB-5 Immigrant Investor Program

- Created by Congress in 1990 to stimulate the US economy through job creation and capital investment by foreign investors.
- Under the program, entrepreneurs are required to invest in commercial enterprises and create jobs in the US, to become eligible to apply for a permanent residence.

Investor Engagement To Date

	Mixed-Use	63 ac
	Commercial	50 ac
	Resort & Entertainment	20 ac
	Residential	40 ac
	Academic & Culture	70 ac
	Health & Wellness	50 ac
	Lakeside Park	35 ac
	2 nd Phase Development	254 ac

- ❖ **Military Mutual Aid Association**
 - Resort development
 - MOA between JGBLI & SM Innovation
- ❖ **PDI Global**
 - Resort & Resort Town development
 - MOA with JGBLI
- ❖ **Kukje Consulting**
 - Resort & Mixed-use development
 - MOA with JGBLI

- ❖ **Cascade Town Centre Development LLC**
 - Mixed-Use development
 - MOU between JGBLI & McKinley Holdings
 - MOU between JGBLI & Vision El Tech
 - BFM Architects, Brechbill & Helman Construction Company (MOA with JGBLI), Callas Contractors (MOA with JGBLI), Dan Ryan Builders, Fox & Associates, FSA, Gemcraft Homes, Morgan-Keller Construction, Newcomer Associates, Noelker and Hull Associates, Paragon Engineering Services, Summit Health (MOA with JGBLI), W.F. Delauter & Son

- ❖ **Wonkwang University**
 - MOU with JGBLI & Washington County
- ❖ **Chonbuk National University**
 - MOU between Chonbuk National University Hospital, CTCF2, JGBLI & Washington County
- ❖ **Hanbat National University**
 - MOU with JGBLI & Washington County
- ❖ **Korea National Sport University & Kyung Hee University**
 - In discussion

- ❖ **WellSpan (former Summit Health)**
 - Integrative Medicine Hospital development
 - MOA with CTCF2 & JGBLI
- ❖ **Chonbuk National University Hospital / CTCF2**
 - MOU with Chonbuk National University Hospital, JGBLI & Washington County
 - MOA with Summit Health & JGBLI
- ❖ **Wonkwang University**
 - Oriental Medicine Hospital & Research Center development
 - MOU with UMD Center for Integrative Medicine, JGBLI & Washington County

- ❖ **Korean Special Agronomics Corporation**
 - Smart Farm development
 - MOA with JGBLI
- ❖ **Jangheung Clover Corporation**
 - Business Incubator development
 - MOU between Jangheung County & Washington County
 - MOU between Jangheung Business Council & JGBLI
 - MOA between Jangheung Business Council, Jangheung County, JGBLI & Washington County
- ❖ **Eutilex**
 - Pharmaceutical Research Institute development
 - MOU with JGBLI

\$1.3 B Investment

Potential Investors

Status	Prospect	Development	Investment
Active	IF Group	Comprehensive	\$350 M
	Central Government of Korea (GICC 2018)	Infrastructure	\$200 M
	Kukje Consulting	Mixed-use	\$100 M
	Military Mutual Aid Association	Resort/Resort town	\$100 M
	McKinley Holdings	Mixed-use	\$50 M
	PDI Global	Resort/Resort town	\$50 M
	Vision EI Tech	Hospitality	\$50 M
	Clinical Trial Center for Functional Foods	Healthcare program	\$30 M
	Eutilex	R&D center	\$30 M
	KICCs	Investment Attraction	\$10 M
	Hanbat National University	University campus	\$5 M
Wonkwang University	University campus	\$5 M	
Jangheung Clover Corp.	Business incubator	\$2 M	
			Total of \$982 M
Pending	QD Partners	Resort/Resort town	\$100 M
	Issac Holdings	Resort/Resort town	\$100 M
	Korea Special Agronomics Corp.	Smart farm	\$32.5 M
	Biz Hotel Group	Hospitality	\$30 M
	YoYo Korea	Winery	\$7 M
	Daegu Haany University	University campus	\$2 M
	SJ Corporation	University campus	\$2 M
			Total of \$273.5 M

Government Support



July 2018, Maryland Commerce Secretary visited the Cascade Town Centre and declared his 'all-in' support for the mixed-use development project at the Cascade Town Centre.

"We're all in. And let's see this become so special that your children's children will be coming here many, many years from now." -- Mike Gill, Former Maryland Commerce Secretary

JG Group is closely working with government officials to obtain all possible support from the state government for successful development of Cascade Town Centre.

September 2018, JGBLI attended the **Global Infrastructure Cooperation Conference (GICC) 2018** in South Korea as a master developer and successfully presented the Cascade Town Centre project to the central government of Korea. State Delegate Bill Wivell and former Washington County Administrator Greg Murray represented the State of Maryland at the GICC 2018 for the development project.

JGBLI has requested \$200 million from the central government of Korea (Ministry of Land, Infrastructure and Transport), for the infrastructure development at the Cascade Town Centre. JGBLI is actively in discussion with the government and major construction companies of Korea to obtain the support through public and private partnerships.



Investment Program for Foreign Investors

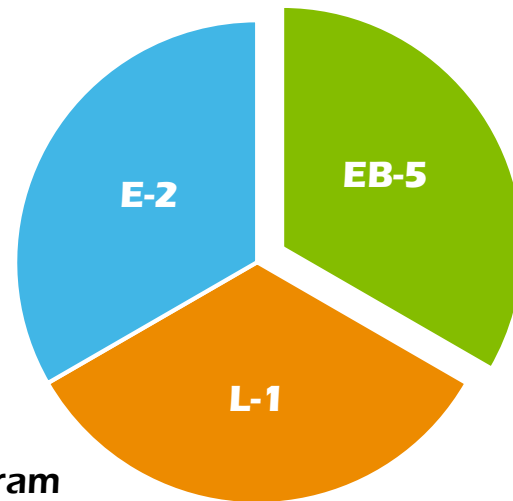
- JGBLI is actively promoting and discussing the varied investment opportunities at Cascade Town Centre with individual and institutional foreign investors.
- JGBLI is working with the Cascade Town Centre Development Committee's legal counsel, to provide foreign investors with customized investment programs to meet their particular needs.

E-2 Treaty Investor Visa Program

- The E-2 Treaty Investor visa may be appropriate for Korean investors who are coming to the United States to develop and direct a new or existing business enterprise.
- A Korean national will invest a substantial amount of capital, and spouses and children under 21 may receive dependent visas.
- The E-2 visa holder must demonstrate the intent to depart the United States upon termination of his or her E-2 status.

L-1A Intra-company Transfer Visa Program

- The L-1A Intra-company Transfer visa may be appropriate for a foreign investor who is a manager or executive of an international company that is temporarily transferring him/her to the American parent, branch, subsidiary or affiliate.
- The employee must be able to prove employment with the international company for one continuous year within the previous three years to be eligible for the visa. Spouses and children under 21 may receive dependent visas.
- The total maximum stay may not exceed seven years. An L-1 visa holder may be eligible for an immigrant visa.



EB-5 Immigrant Investor Program

- The EB-5 Immigrant Investor Program is administered by the U.S. Citizenship and Immigration Services (USCIS) and is governed by federal laws and regulations.
- The EB-5 visa program allows qualified investors to become eligible for green cards for themselves and their dependent family members. To qualify, individuals must invest \$1 million within a non-"Targeted Employment Area" (TEA) or \$500,000 within a TEA in a new commercial enterprise that creates 10 US jobs.
- Cascade Town Centre is on the verge of becoming a TEA, hence the minimum qualifying investment will be \$500,000.

2019 Development Plan

Property Listing

- JGBLI is working with licensed real estate professionals to list the Cascade Town Centre properties for sale & lease.
- The properties owned by Washington County (519-acre property excluding 63-acre lakefront property out of 591-acre Cascade Town Centre) will be listed upon completion of property appraisals from Washington County.



519-acre Mixed-use



63-acre Mixed-use



Lakeside Hall



Building #102



SCIF Building



Building #160



The Castle



Building #201



Building #202



Building #360



Post Exchange



20-acre Resort



Commissary



Building #521



Buildings #601 & #603



Building #607



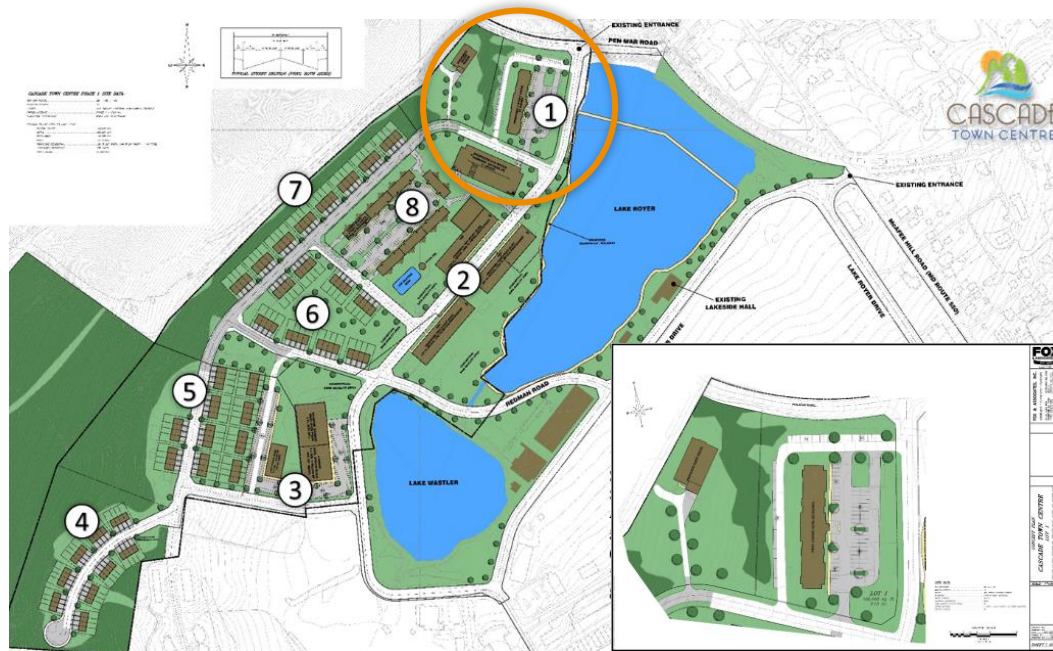
Finger Buildings

Kick-Start: 36 Townhomes



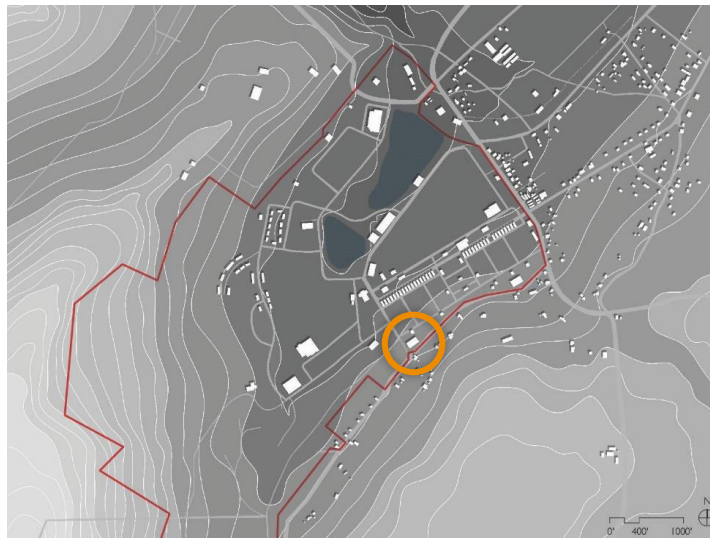
- In partnership with Fox & Associates, JGBLI prepared a concept plan for the 63-acre lakefront property and has received a demolition permit from Washington County to kick-start the Cascade Town Centre development project.
- With the demolition permit, JGBLI is expecting site work at the lakefront property to begin soon, in partnership with W.F. Delauter & Son.
- JGBLI is also actively in discussion with home builders to establish affordable townhomes as soon as the site work is completed.
- Four townhome sites in this initial phase will be developed in succession, with 36 townhomes to be built.

Kick-Starters: Brand-name Hotel



- ❑ To kindle excitement around the Cascade Town Centre development, a brand-name hotel will be newly established in the 63-acre lakefront property at the north end of the Lake Royer.
- ❑ The 3-star hotel with 80-100 keys will be constructed on 2-4 acres, and will include meeting rooms, in-house laundry, indoor pool, gym, business center, breakfast area, convenient store, and other amenities.
- ❑ With 2 ski resorts (Ski Liberty and Whitetail Resort) and over 20 golf courses, and many other attractions within 30 minutes' driving distance, the location is ideal for the development of a quality mid-sized hotel.

Food Hall



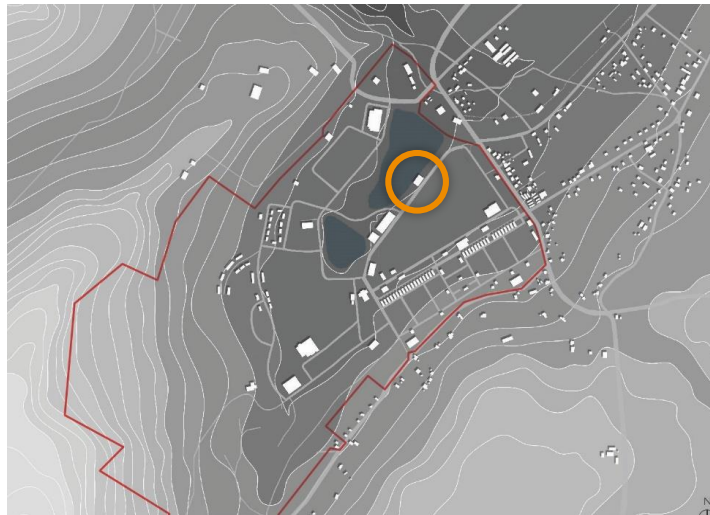
Former Dining Hall (19,188 GSF/1F&B (single-story with basement))

- Located at the east entrance of the Cascade Town Centre property
- Sitting on a hillside that overlooks panoramic scenery
- Open floor plan, spacious basement, beautiful stone exterior

Cascade Town Centre Food Hall

- A cluster of specialty restaurants that can provide quality well-being foods at an affordable price
- 6-8 restaurants that serve Korean, Japanese, Chinese, Thai, Vietnamese, and other cuisine.

Restaurant



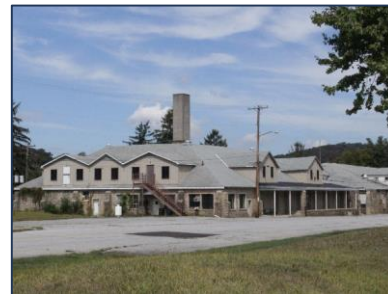
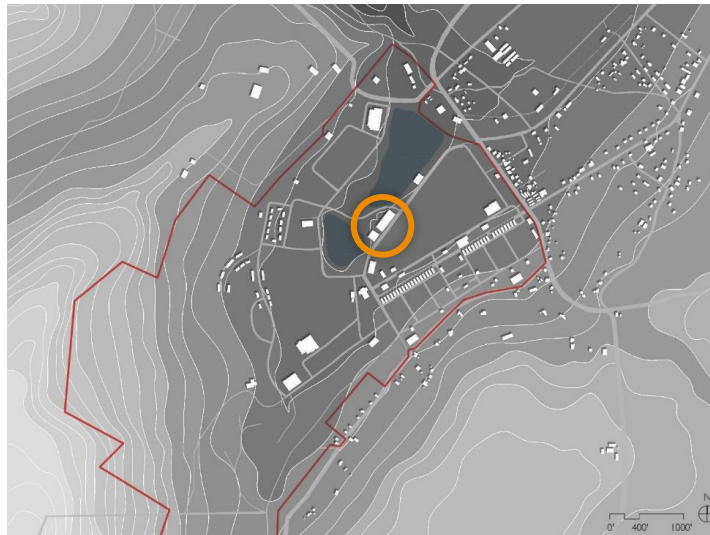
Lakeside Hall (17,129 GSF/2F&B (two-story with basement))

- ❑ Located on the lakefront and overlooking two lakes and the mountain
- ❑ Former Officer's Club for Fort Ritchie
- ❑ One of the top-rated wedding venues in Washington DC area
- ❑ Lakefront outdoor area (~1 acre) with a pavilion and a playground

Upscale Seafood Restaurant with outdoor area

- ❑ A place for quality seafoods which has historic exteriors, modern interiors, and capability to host events.
- ❑ About 1-acre outdoor area next to the Lakeside Hall will be renovated for outdoor seating, a music performance stage, and a playground.

Boutique Hotel, Event Hall and Marketplace



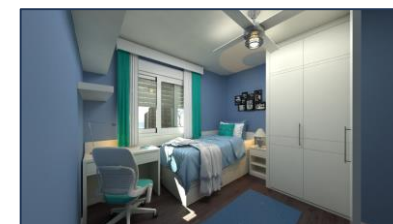
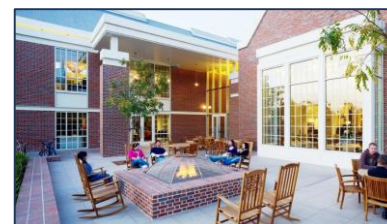
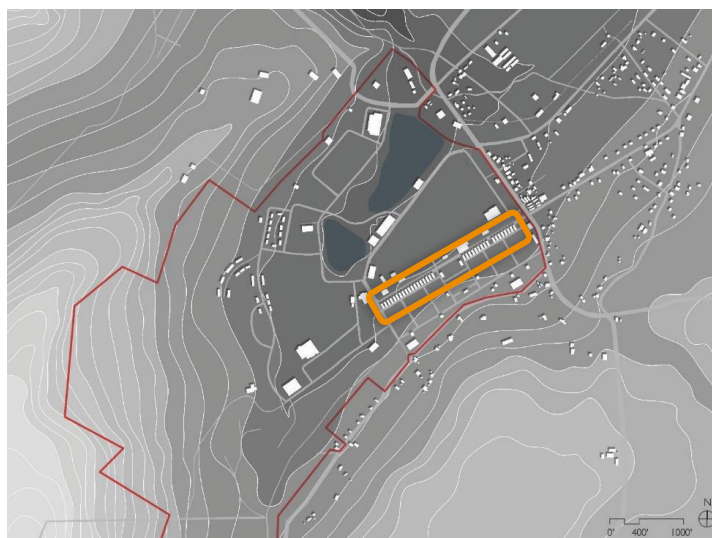
Warehouse #601 (47,088 GSF/2F) / #603 (23,787 GSF/2F&B)

- ❑ Located between two lakes with panoramic mountain scenery
- ❑ Spacious floors to accommodate a variety of uses
- ❑ Bldg. #601 will be utilized for a market place on 1st floor and a boutique hotel on 2nd floor. Bldg. #603 will be renovated to become an event hall

Boutique Hotel / Event Hall / Market Place

- ❑ A boutique hotel that can fully utilize beautiful scenery and central location.
- ❑ An event hall / conference center will be established for hosting various events
- ❑ Marketplace that accommodates: an authentic American restaurant, a brewery, an winery, a café, a coffee house, shops, et cetera.

University Campus



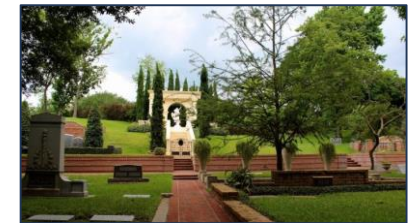
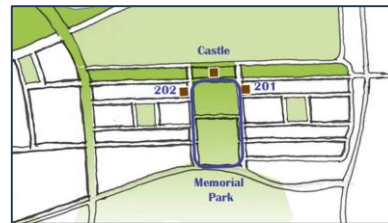
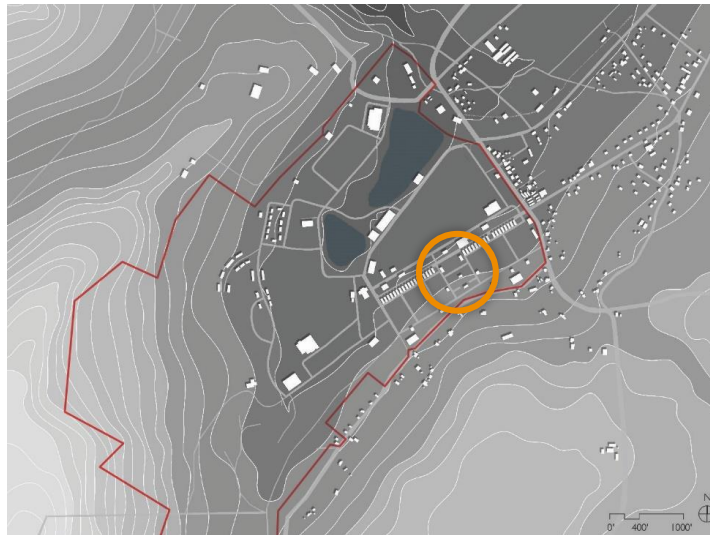
SCIF (28,948 GSF/1F&B) / 35 Finger Buildings (1,220 GSF/each)

- ❑ SCIF building overlooks the entire property, and its Interior is well structured to accommodate various facilities.
- ❑ 35 finger buildings are lined up in the center of the Cascade Town Centre, and each building has a beautiful and historic stone exterior.

University Main Building / Student Housing

- ❑ A university main building (utilizing the SCIF building) will provide ample space for faculties, staffs, and students.
- ❑ University campus will utilize the 35 finger buildings to provide undergraduate housing and other amenities for domestic and international students.

Military Memorial & Museum



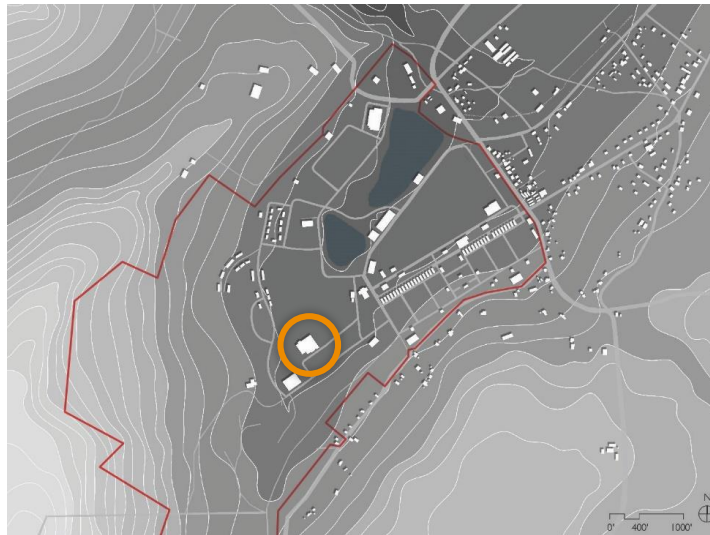
The Castle and adjacent structures

- ❑ The Castle (former Fort Ritchie HQ, 2,760 GSF/1F&B), building #201 (5,691 GSF/2F&B), and building #202 (4,856 GSF/2F&B) form a triangle in the center of the site.

Fort Ritchie Memorial Museum

- ❑ Based on rich military history of the Fort Ritchie/Cascade area and surrounding counties, the Cascade Town Centre is an ideal location for a memorial museum and a memorial park.

Business Incubator



Commissary Building (46,981 GSF/1F)

- ❑ Located in the center of commercial district of Cascade Town Centre
- ❑ Open floor plan can accommodate a variety of uses
- ❑ Tall ceilings, 6 raised loading docks, fiber-optic communications, large parking area.

Business Incubator for Jangheung Clover Corporation (JCC)

- ❑ In December 2018, JCC made its 3rd visit to Cascade Town Centre and resumed its development efforts.
- ❑ In January 2019, JCC requested the terms for renewal of its MOA with Washington County and JGBLI, originally signed in November 2017.

Healthcare Institute



Partnership for Establishing Healthcare Institute

- In partnership with WellSpan Health (formerly known as Summit Health), a healthcare institute will be established in Cascade Town Centre, either by utilizing an existing building #521 (7,947 GSF/1F), or constructing a new building.
- On January 18, 2018, Summit Health and JGBLI entered into a Memorandum of Agreement. (MOA)
- On March 13, 2018, Summit Health, Clinical Trial Center for Functional Foods, Chonbuk National University Hospital, and JGBLI entered into an MOA.
- On June 29, 2018, Summit Health and WellSpan Health (two large healthcare service providers in Pennsylvania) entered into an affiliation agreement.
- Since January 28, 2019, WellSpan Health and JGBLI have been collaborating on establishing a healthcare facility at Cascade Town Centre.

Research & Development (R&D) Center



10-acre parcel including PX building (30,772 GSF/1F)



- ❑ The former Post eXchange (PX) building has tall ceilings and an open floor plan that could accommodate a variety of uses.
- ❑ The building and adjacent property are located in the heart of the commercial district of the Cascade Town Centre.



Pharmaceutical R&D Center

- ❑ In September 2018, JGBLI signed a Memorandum of Understanding (MOU) with Eutilex Co. Ltd., a bio-pharmaceutical research company, to establish a pharmaceutical R&D center at the Cascade Town Centre.
- ❑ Both the CEO & VP of Eutilex have separately visited Cascade Town Centre (Sep. 2018 and Jan.2019, respectively) to conduct Eutilex's due diligence.

Questions?

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