

AGENDA

WORCESTER COUNTY COMMISSIONERS

Worcester County Government Center, Room 1101, One West Market Street, Snow Hill, Maryland 21863

May 15, 2018

Item

- 9:00 AM - Meet in Commissioners' Conference Room - Room 1103 Government Center, One West Market Street, Snow Hill, Maryland - Vote to Meet In Closed Session
- 9:01 - Closed Session: Discussion regarding hiring an Accounting Clerk II for the Treasurer's Office; posting to fill upcoming vacancies for an Office Assistant IV for County Administration and a Communications Manager for Emergency Services; considering disciplinary action for a County employee; receiving legal advice from Counsel; discussing pending litigation; and performing administrative functions
- 10:00 - Call to Order, Prayer (Arlene Page), Pledge of Allegiance
- 10:01 - Report on Closed Session; Review and Approval of Minutes
- 10:10 - Chief Administrative Officer: Administrative Matters 1-13
(Tax Ditch Roll Certification; FY19 Tax Ditch Rates and Managers; FY20 County Public Library Capital Grant - Pocomoke Branch Library Building Improvements; Library Phone System Upgrade; Adoption of Know Your Zone Evacuation Maps; Request to Waive Lane Name for Cedartown Road Extension; Revised Step I Design for Shady Side Village Residential Planned Community; Proposed Electronic Ankle Monitors for Work Release Inmates at Jail; Proposal for Security Cage Installation for Jail Van; St. Lukes Road Speed Study; Award of Bid for Landfill Off-Road Cab Tractor; Request for Allocation of Mystic Harbour Sewer EDUs for: Frontier Town Campground Expansion - Phase I, and Proposed Residential Planned Community on Snug Harbor Road; and potentially other administrative matters)
- 10:20 -
- 10:30 -
- 10:40 -
- 10:50 -
- 11:00 - Budget Work Session - FY19 County Operating Budget 14
- 11:10 - Note - Budget Work Session to Immediately Follow Administrative Matters
- 11:20 - May be Earlier or Later than 11:00 am
- 11:30 -
- 11:40 -
- 11:50 -
- 12:00 - Questions from the Press
- Lunch
- 1:00 PM - Budget Work Session - FY19 County Operating Budget (If Necessary) 14, continued
- 1:10 -
- 1:20 -
- 1:30 -

AGENDAS ARE SUBJECT TO CHANGE UNTIL THE TIME OF CONVENING

Hearing Assistance Units Available - see Kelly Shannahan, Asst. CAO.

Please be thoughtful and considerate of others.

Turn off your cell phones & pagers during the meeting!

Minutes of the County Commissioners of Worcester County, Maryland

May 1, 2018

Diana Purnell, President
Theodore J. Elder, Vice President
Anthony W. Bertino, Jr.
Madison J. Bunting, Jr.
James C. Church
Merrill W. Lockfaw, Jr.
Joseph M. Mitrecic

Following a motion by Commissioner Mitrecic, seconded by Commissioner Bunting, the Commissioners unanimously voted to meet in closed session at 9:00 a.m. in the Commissioners' Conference Room to discuss legal and personnel matters permitted under the provisions of Section 3-305(b)(1), (7), and (8) of the General Provisions Article of the Annotated Code of Maryland and to perform administrative functions. Also present at the closed session were Harold L. Higgins, Chief Administrative Officer; Kelly Shannahan, Assistant Chief Administrative Officer; Maureen Howarth, County Attorney; Kim Moses, Public Information Officer; and Stacey Norton, Human Resources Director. Topics discussed and actions taken included: hiring David Mathers as a Natural Resources Planner I for Environmental Programs; posting to fill vacancies for a Correctional Officer Trainee at the Jail and a Communications Clerk Trainee for Emergency Services; receiving legal advice from counsel; and performing administrative functions.

After the closed session, the Commissioners reconvened in open session. Commissioner Purnell called the meeting to order and announced the topics discussed during the morning closed session.

The Commissioners reviewed and approved the minutes of their April 17, 2018 closed session meeting as amended and open session meeting as presented, April 3, 2017 budget work session as presented, April 4 special open and closed session as presented, and April 10 budget work session as presented.

The Commissioners presented a proclamation to Tourism Director Lisa Challenger and other Tourism officials from throughout the County recognizing the week of May 6-12, 2018 as Tourism Week in Worcester County to celebrate the contributions and accomplishments of Worcester County Tourism and its many state and local partners to grow tourism locally. Tourism officials from agencies throughout the County who joined Ms. Challenger for the presentation included Gregory Purnell, Michael Day, Donna Abbott, Susan Jones, Melanie Pursel, Denise Sawyer, Debbie Keitt, Ginger Flemming, Barbara Tull, Isabel Morris, Karah Lacey, and Stacey Weisner.

The Commissioners presented a proclamation to Worcester County Social Services

Director Roberta Baldwin, Foster Care Supervisor Jamie Manning, Foster Care and Adoption Unit Resources Supervisor Trina Townsend and other staff members recognizing May as National Foster Care Month and thanking them and area foster parents for their efforts to bring stability and a sense of self-worth back into the lives of youth in foster care. Ms. Townsend stated that it truly takes a village to raise a child, and she thanked the 18 families who have opened their homes to care for the 30 youth in foster care in Worcester County, and she advised that there is a great need for families who are willing to open their homes to teenagers in foster care.

The Commissioners presented a commendation to Tamra Shockley for being named the 2018 Worcester County Foster Parent of the Year by Social Services for her willingness to serve foster children living in crisis in the community. The Commissioners commended Ms. Shockley for her willingness to open her heart and home to nine total foster children with three currently in her home whose lives were in crisis. Commissioner Elder stated that it takes someone with a big heart to be a foster parent, and he thanked Ms. Shockley for doing just that.

Pursuant to the request of Heather Barton, Administrative Services Director for the Health Department, and upon a motion by Commissioner Mitrecic, the Commissioners unanimously agreed to waive the standard bid requirement and authorized Commission President Bunting to sign a year round Lease Agreement for an apartment at 12 43rd Street, Unit No. 5 in Ocean City to be utilized primarily by the Health Department seasonal sanitarians, as well as visiting physicians in the off-season, from June 1, 2018 through May 31, 2019 at a cost of \$15,420, with funds available within the Health Department budget for this expense.

Pursuant to the request of Ms. Barton and upon a motion by Commissioner Lockfaw, the Commissioners voted 6-0, with Commissioner Mitrecic recusing himself from the discussion and the vote due to a potential conflict of interest, the Commissioners unanimously agreed to continue the contract with OC Solutions, LLC of Ocean City for cleaning services for the condominium at 12 43rd Street, Unit No. 5 in Ocean City utilized by Health Department Environmental Health Specialists and seasonal Sanitarians for the sum of \$61.20 per cleaning. Ms. Barton explained that OC Solutions has provided satisfactory cleaning services for the County since 2009, and although other vendors offered nearly identical rates in the past, the Health Department preferred to work with the known vendor.

Budget Accountant Kim Reynolds advised the Commissioners regarding changes by the Department of Housing and Community Development (DHCD) to consolidate the Homeless grant process effective July 1, 2018, with funding to be awarded under one umbrella to the 16 Maryland Continuum of Care organizations (CoCs), which will then sub-award funding to local non-profits. She stated that the Somerset County Health Department is the CoC for the Lower Eastern Shore, and the grants to be affected in Worcester County include Emergency Solutions Grant, Rental Assistance Grant, Emergency Transitional Housing Shelter, and Homeless Women's Grant. She concluded that the requested FY19 County Operating budget will reflect the omission of the revenues and expenditures generated by the DHCD grants, which previously passed through the County.

Ms. Reynolds advised that the Lower Shore CoC is applying to the DHCD on behalf of homeless shelters in Worcester, Wicomico, and Somerset Counties for Homeless Solutions Grants for FY19 and counties are required to provide a 25% match for the organizations that have applied to the CoC for these funds. Following some discussion, pursuant to a recommendation by Ms. Reynolds in response to the written request of the Lower Shore CoC and upon a motion by Commissioner Mitrecic, the Commissioners unanimously authorized Commission President Purnell to sign a letter to Shannon Frey, Director of Behavior Health and CoC Programs for the Somerset County Health Department, that provides an estimate of requested grant funding to the two homeless shelters in Worcester County in FY19 which are Diakonia, with requested funding of \$55,000, and Samaritan Ministries, Inc., with requested funding of \$30,000 .

Pursuant to the request of Fire Marshal Jeff McMahon and upon a motion by Commissioner Mitrecic, the Commissioners unanimously approved an over-expenditure of \$2,000 to cover any additional overtime within the Fire Marshal's Office through the remainder of FY18. Mr. McMahon advised that \$10,000 was included in the FY18 budget for overtime, and with the pay period ending April 22, 2018, that budget will reflect a negative balance and his staff will have incurred over 400 hours of comp time, all of which is generated due to the high number of after-hours investigations.

Pursuant to the recommendation of Environmental Programs Director Bob Mitchell and upon a motion by Commissioner Mitrecic, the Commissioners unanimously authorized Commission President Purnell to sign the FY19 Critical Area Grant Agreement awarding the County \$13,000 to cover a very small portion of the County's actual cost to administer the Chesapeake and Atlantic Coastal Bays Critical Area Programs.

Pursuant to the recommendation of Recreation and Parks Director Tom Perlozzo at the request of Claudine Viperman of NextEdge Networks, LLC of Winter Park, Florida and upon a motion by Commissioner Mitrecic, the Commissioners unanimously authorized Commission President Purnell to sign a Lease Agreement between the County Commissioners (Landlord) and NextEdge Networks, LLC (Tenant), allowing NextEdge to lease space at the Public Landing Wharf to install an ESC sensor. Mr. Perlozzo explained that since the Federal Communications Commission (FCC) approved usage of Citizens Broadband Radio in 2015, commercial users and carriers have been dominating usage of the signal, resulting in increased traffic, and the purpose of this receive-only sensor will be to provide government and military priority usage when needed for air and sea operations by relocating commercial users to a different part of the band, thereby freeing up the spectrum for government use. He further advised that the sensors will be installed every 20 to 25 miles along United States coastlines.

The Commissioners met with Public Works Director John Tustin to review staff's recommendation to reject the three bids received for the Court House jury assembly restroom renovation project. Mr. Tustin stated that the bids for renovating two restrooms and one custodial closet were too high due to labor costs to secure the prisoner transport area and basement, Court system noise restrictions, and the higher-end products specified by the architect for wall and floor

finishes. Following some discussion and upon a motion by Commissioner Mitrecic, the Commissioners unanimously rejected all bids and authorized staff to work with the low bidder, KB Coldiron, Inc. of Frankford, Delaware, to complete a comprehensive product evaluation to determine alternate products, and to develop a summary of project selection, pricing, and recommendations to reduce the total project cost for the Commissioners' future consideration.

Pursuant to the request of Mr. Tustin and upon a motion by Commissioner Church, the Commissioners unanimously approved bid specifications for the purchase of one current-year tri-axle dump truck for use within the Solid Waste Division of Public Works. Mr. Tustin advised that funds of \$160,000 are available within the FY18 budget for this purpose.

Pursuant to the request of Mr. Tustin and upon a motion by Commissioner Church, the Commissioners unanimously approved the additional work request for sewer cleaning and video inspection in the West Ocean City (WOC) Sanitary Service Area (SSA) under the sewer cleaning and inspection services contract with Mobile Dredging & Video Pipe, Inc. of Beltsville, Maryland. Mr. Tustin advised that the Commissioners originally awarded the contract on April 3, 2018 at a cost of \$23,955.35. He stated that staff identified approximately 7,600 linear feet of additional sewer lines in the Golf Course Road Area near U.S. Rt. 50 and Old Bridge Road in the Martha's Landing Area that were planned for inspection next year. However, because the sewer cleaning and inspection work is an ongoing program and because the low bid was so much lower than the funds allocated in the budget, it will be beneficial to include this additional sewer cleaning and video inspection to the project. He concluded that, based on the unit prices, this work would add approximately \$16,000 to the contract, bringing the contract cost to approximately \$40,000, which is less than the \$50,000 included in the FY18 budget for this work.

Public Works Deputy Director John Ross met with the Commissioners to discuss supplemental funding for the Mystic Harbour Effluent Disposal Project, noting that Commissioners awarded the contract for the final piping connections at Mystic Harbour to Somerset Well Drilling on January 16, 2018, contingent upon approval by the United States Department of Agriculture (USDA), the funding agency for this project. Mr. Ross advised that to resolve concerns by the USDA that the increased cost of the pipeline connections would consume all project contingency funds, thus requiring a contribution from the service area, a pre-application was submitted for supplemental funding in the amount of \$250,000, in the form of a low-interest loan of \$163,000 and a grant in the amount of \$87,000 (contingent on final USDA approval). Commissioner Bertino suggested issuing a low-interest loan from the General Fund to pay for the project. In response to questions by Commissioner Bertino, Mr. Ross stated that there would be no penalty for early repayment of the 40-year USDA loan, with a fixed interest rate of 3.125% and if financed in-house they would not receive the \$87,000 grant from USDA. Chief Administrative Officer Harold Higgins advised that the 1.44% interest rate for an intergovernmental loan, which will likely increase to 2% in the near future, is lower than the USDA loan; however, the General Fund should not routinely support enterprise fund operations, which by definition are funded entirely by users.

Following some discussion and upon a motion by Commissioner Church, the

Commissioners voted 5-2, with Commissioners Bertino and Bunting voting in opposition, to authorize Commission President Purnell to sign the Application for Federal Assistance SF-424 for USDA funding for the project.

Pursuant to requests from Enterprise Fund Controller Jessica Wilson and upon a motion by Commissioner Mitrecic, the Commissioners unanimously agreed to schedule public hearings on the requested FY19 Operating Budgets for the Solid Waste Enterprise Fund (Central Landfill), Water and Wastewater Enterprise Fund (Sanitary Service Area Budgets and Assessments), and Liquor Control Enterprise Fund on Tuesday, June 5, 2018, at 10:40 a.m.

The Commissioners met with Assistant Chief Administrative Officer Kelly Shannahan to review the Worcester County Sewer Committee report regarding a revised request from Attorney Hugh Cropper, on behalf of Sun Frontier, LLC, for allocation of an additional 34 equivalent dwelling units (EDUs) of sewer capacity from the Mystic Harbour Sanitary Service Area (SSA) for a proposed expansion of the Frontier Town Campground. This request is in addition to the 166 EDUs that Sun Frontier, LLC purchased on March 30, 2017 to serve the existing campground with sewer service in order to eliminate the existing septic system. Mr. Shannahan provided background regarding the additional EDU request, noting that on December 19, 2017, the Commissioners denied Mr. Cropper's initial request for the allocation of 71 EDUs of sewer service, as there is no remaining allocation available for the Frontier Town Campground in Area 2 south of the airport in accordance with the EDU allocation table, which the Maryland Department of the Environment (MDE) required to be incorporated into the County's Water and Sewer Plan for the Mystic Harbour Sanitary Service Area (SSA). On February 20, 2018, Mr. Cropper reduced that request to 40 EDUs, and on March 9, 2018 he further reduced that request to the allocation of 34 EDUs for the Commissioners' consideration today.

Mr. Shannahan advised that currently 52 EDUs are available in Area 2 and include 20 EDUs for Commercial Infill (for new development), 2 EDUs for Vacant or Multi-Lot properties (to replace septic), 6 EDUs for the Assateague Greens Executive Golf Course (to replace septic), 5 EDUs for the Church (to replace septic), and 19 EDUs for Single Family Dwellings (to replace septic); and 294 EDUs are available in Area 1 and include 148 EDUs for Infill and Intensification (to replace septic and for new development), 80 EDUs for Vacant or Multi-Lot properties (for new development), 17 EDUs for Single Family Dwellings (to replace septic), and 49 EDUs for Commercial (for new development). He stated that the Commercial Infill category south of the Airport is the only category in this area designated for new development and which was not targeted to specific developed properties to enable replacement of septic systems. Therefore 20 Commercial EDUs could be allocated, while the remaining 32 EDUs should be retained for the removal of septic systems on properties south of the airport. He also urged caution with regard to potentially reallocating EDUs from the north area to the south area to serve new development, as doing so is not in accordance with the priorities established for the original allocation of sewer capacity and would require an amendment to the Water and Sewerage Plan, which would also require MDE approval. He then reviewed three potential options to address the request for allocation of 34 EDUs, including: Option 1 - to approve all 34 EDUs with 20 EDUs from the Commercial Infill category south of the airport and the remainder from a category north of the airport subject to a Water and Sewerage Plan amendment; Option 2 - to approve a portion of the

request for 34 EDUs; or Option 3 - to deny the request for allocation of EDUs since there are no EDUs available for such new development south of the airport.

A motion by Commissioner Bunting to approve Option 3 to deny the request for the allocation of 34 EDUs of sewer service to Frontier Town failed 2-4-1, with Commissioners Bertino and Bunting voting in favor of the motion, Commissioners Church, Lockfaw, Mitrecic and Purnell voting against the motion, and Commissioner Elder abstaining from the vote. The Commissioners took no further action at that time.

Commissioner Mitrecic suggested that the County should look into the possibility of requiring a license for property owners who use their premises for short-term rentals, following the recent similar efforts by the Town of Ocean City.

The Commissioners answered questions from the press, after which they recessed until 7:00 p.m. for the FY19 Requested County Operating Budget Public Hearing at the Snow Hill High School Auditorium.

The Commissioners conducted a public hearing at 7:00 p.m. at the Snow Hill High School Auditorium on the FY19 Requested County Operating Budgets. Commission President Purnell called the meeting to order and welcomed those in attendance. Chief Administrative Officer Harold Higgins presented a PowerPoint presentation outlining the FY19 Requested Operating Budget. The presentation included the following graphs and information: FY19 Budget Issues; General Fund Estimated Revenues and Expenditures for FY19; Worcester County Assessable Tax Base from FY16-FY19; General Fund Major Revenues - Property Tax, Income Tax, and Recordation and Transfer Taxes from FY16-FY19; General Fund Revenue and Expenditure Comparisons from FY16-FY19; FY18 Real Property Tax Rates of counties on the Eastern Shore of Maryland of which Worcester County is 2nd lowest at \$0.835 per \$100 of assessed value; 2018 Income Tax Rates of Eastern Shore counties of which Worcester County is the lowest at 1.75%; the Worcester County Constant Yield Tax Rate of \$0.8270 per \$100 of assessed value to yield the current rate of revenue; and the Schedule of Upcoming Budget Work Sessions on May 8, 15, and 22, 2018 (if all are necessary); and the Budget & Tax Rate Adoption on June 5, 2018.

Mr. Higgins explained that the requested expenditures of \$211,611,999 exceed the County's estimated revenues of \$202,665,379 by \$8,946,620. He stated that this difference must be reconciled by the Commissioners either through reductions in expenditures, additional revenues or a combination of both. Mr. Higgins further explained that the Constant Yield Tax Rate (CYTR) represents the property tax rate that would generate the same amount of revenues the County received in the current fiscal year. He noted that in February the State informed Worcester County that, to fully offset the effect of increasing assessments, the real property tax rate would need to be decreased from the current tax rate of \$0.835 per \$100 of assessed value to the CYTR of \$0.8270 to remain constant with the current year, FY18. He stated that the CYTR would create no additional revenue above the current year's total, but explained that the County Commissioners are considering not reducing its real property tax rate enough to fully offset increasing assessments and instead will consider adopting a real property tax rate of \$0.886 per \$100 of assessed value to fully fund budget requests. This tax rate is 7.1% higher than the CYTR

and would generate an additional \$8,948,296 in real property tax revenues.

Commissioner Purnell opened the floor to receive public comment on the department budget requests, proposed property tax increase, and the Board of Education budget request, in that order.

Sandy Sipes, Executive Director of Worcester GOLD (Giving Other Lives Dignity), thanked the Commissioners for their past support, noting that this will be the first time in six years that Worcester GOLD has sought an increase in the annual County grant and that they are doing so to meet their objective for the coming fiscal year which is to increase the level of assistance to clients in need from \$100 to \$200 per a 12-month period and to continue to provide greater assistance to larger numbers of at-risk residents. She stated that Worcester GOLD works closely with the Department of Social Services to assess how best to assist clients to resolve urgent emergency situations, such as eviction, disconnection of utilities, hunger, vital medical necessities, seasonal-appropriate clothing, employment assistance, and vital basic needs for infants, children, vulnerable adults, homeless, and children transitioning from homes into foster care. She advised that in 2017, GOLD provided assistance for 3,799 individuals, 176 more than in 2016, and she thanked the Commissioners for their funding consideration to help them assist even more clients in need in FY19.

Worcester County Developmental Center (WCDC) Executive Director Jack Ferry thanked the Commissioners for their ongoing support, which enables adults with disabilities to achieve their highest level of independence. He stated that the WCDC has been tasked with meeting a number of unfunded federal mandates that make it challenging to maintain and grow the level of quality services they are able to provide to their clients, particularly housing, but thanks to the County grant they have been able to meet those needs. He also thanked the Commissioners for their ongoing involvement with the program, noting that it is not possible to put a price tag on the joy his clients experience when they hang Christmas decorations with the Commissioners or take a photo with them, as it allows them to feel valued and important. He shared one example of how grant funding helped Tony, a new WCDC client, leave a bad housing situation and move into safe, supportive housing in Ocean Pines, and he expressed his hope that the Commissioners will continue providing this valuable support so WCDC can help more people like Tony reach their full potential as valued members of the community.

Debbi Anderson of Diakonia, stated that Diakonia has been in existence and doing good work to aid those in need locally for 45 years, and she thanked the Commissioners for their ongoing support, which helps Diakonia provide emergency shelter and many other needed services that help area residents in crisis become stable and self sufficient. She stated that last year Diakonia provided 10,554 bed nights, and 24% of those who benefit from these services are children and the elderly with medical needs and little or no resources or family to support them. She stated that last year Diakonia staff helped 70% of their homeless clients secure permanent housing, fed 9,500 individuals from over 3,000 households, and helped 59 military veterans find or remain in permanent housing. She stated that Diakonia recognizes the value of every County dollar. She advised that that last year Diakonia worked with community partners and 100 volunteers to raise funds to cover operational expenses, and staff have become experts at stretching those dollars to use in programs that do the most good in the community. In closing, she asked the Commissioners to continue their support of Diakonia and other vital social service programs in the County.

Delmarva Discovery Center (DDC) Executive Director Stacey Weisner thanked the Commissioners for their ongoing support. She stated that the DDC, which is officially changing its logo and name to “Delmarva Discovery Museum,” (DDM) is seeking limited funding to assist with accessibility issues, noting that the DDM is not only a field trip destination for numerous public and private schools, but that they are also attracting greater numbers of senior citizen bus tours, and they are striving to assure that the DDM is equipped to meet their needs. She stated that the DDM leverages every grant-funded dollar from the County, and that the DDM is making strides toward becoming self sufficient in the future. She advised that the DDM has received a number of prestigious awards, including the Richard A. Henson Award for outstanding contributions to the community and the Heritage Interpretation Award from the Lower Eastern Shore Heritage Area Foundation. She concluded that the DDM strives to continually improve upon its existing business model and to be a valuable part of tourism growth both in Pocomoke and all of Worcester County, and expressed her hope that the Commissioners would consider the DDM’s grant request to be a worthy cause again in FY19.

Superintendent of Schools Lou Taylor thanked the Commissioners for their partnership with the Board of Education (BOE), for striving to keep the lines of communication open between the two entities, and for making education funding a top priority for the 6,700 public school students in Worcester County. He also thanked BOE faculty and staff for their dedication, noting that it is because they put students at the heart of everything they do that Worcester County has the lowest drop-out rate and the highest on-time graduation rate in the State, and the students consistently outperform their peers across the State in all areas of assessment. “Is it good for the kids?” He stated that this singular question is at the root of every decision the BOE makes, and the requested FY19 BOE budget reflects that core initiative. Therefore, he asked the Commissioners to support their budget request as presented, which will allow them to offer competitive salaries and benefits, maintain small class sizes, purchase appropriate materials of instruction and innovative technology, provide after school and summer enrichment programs, improve school safety, cover rising insurance and transportation costs, and fund critical capital projects. He concluded by thanking the County Commissioners for their partnership with the BOE and for putting the kids first in the County Operating Budget.

Maya Batson, an alumni of Pocomoke Elementary School (PES), Pocomoke Middle School (PMS), and Pocomoke High School (PHS), stated that she attends Salisbury University, where she is currently majoring in education and minoring in geography, and she plans to return to teach in Worcester County public schools after she graduates. She thanked the Commissioners for their ongoing support of education and asked them to fully fund the requested FY19 BOE budget.

Debbie Lambertson, of Stockton who spoke on behalf of the public schools in Snow Hill as well as Worcester Technical High School (WTHS), stated that she has permanent custody of her granddaughter, who after years of irregular school attendance under her mother’s care is now thriving at Cedar Chapel Special School (CCSS), and because of the tremendous amount of speech therapy and other assistance from caring individuals, she will be attending Snow Hill High School (SHHS), as part of CCSS specialized program. She stated that advances like this can be attributed to the ongoing and consistent support provided by the BOE and the Commissioners, and she asked them to continue that support by fully funding the requested FY19 BOE budget, which makes staff salaries a priority in order to retain excellent teachers and

support staff.

Megan Muller of Bishopville spoke on behalf of all six north-end public schools, including Showell Elementary School (SES), where her oldest son is a student, and Ocean City Elementary School (OCES), Buckingham Elementary School (BES), Berlin Intermediate School (BIS), Stephen Decatur Middle School (SDMS), and Stephen Decatur High School (SDHS). She thanked the Commissioners for everything they have done to support the public schools during the last several years, and specifically for funding to construct a new SES, which will give students a competitive edge for the future. In closing, she requested that the Commissioners continue their ongoing support by funding the requested FY19 BOE budget in its entirety.

Sonji Romnarain of Bishopville spoke on behalf of BIS and all other north end schools. She thanked the Commissioners for their hard work and support over the years, and asked them to fully fund the requested FY19 BOE budget, which will allow them to provide salary increases to attract and retain highly qualified teachers, purchase materials of instruction, and meet the 1-to-1 initiative for computers in the classrooms, to allow students to be proficient in their use of technology which is critical in today's world.

Sarah Guy of Pocomoke spoke on behalf of PES and PMS, noting that her family moved to Worcester County due specifically to the quality of its public schools, and she is thrilled with the education her children are receiving. She thanked the Commissioners for their ongoing support, noting that they couldn't be investing taxpayer revenues in a better place. She asked them to continue that support by fully funding the requested FY19 BOE budget, noting that the County can only maintain teacher excellence by offering competitive wages and benefit packages to attract and retain highly-qualified educators and support staff.

Beth Shockley-Lynch, of Snow Hill, speaking as a SHHS graduate, mother of three, Snow Hill Elementary School (SHES) science teacher, and Worcester County Teachers Association (WCTA) president, stated that half of new teachers quit teaching within the first five years of their careers, and therefore providing adequate compensation is key to retaining highly-qualified educators. She requested the Commissioners fully fund the FY19 BOE Budget, which provides proper compensation for teachers in the form of a Step and Cost of Living Adjustment (COLA) for all teachers and an additional ½ percent salary increase for support staff to help them move toward the goal of providing them with livable wages. She stated that it takes the support of the BOE and the Commissioners to keep Worcester County public schools great, noting that together they can do great things.

Laura Rosenfeld of Snow Hill spoke on behalf of south-end public schools, including WTHS, CCSS, SHES, Snow Hill Middle School (SHMS), SHHS, PES, PMS, and PHS. She stated that she is a parent, a come-here from Chicago, and a part-time substitute teacher, and she chose to settle her family here because of the public schools, with class sizes akin to those of private schools. She stated that the public school experience has opened doors of opportunities to her children, noting that her youngest will graduate from the University of Maryland with a degree in chemical engineering this spring. She urged the Commissioners to continue providing the funds needed to maintain excellent schools and urged them to fully support the requested FY19 BOE budget.

Jessica Waters of Berlin spoke on behalf of OCES, SES, BIS, SDMS, and SDHS. She stated that her children are receiving an outstanding education at OCES, where the quality of the education being provided by highly-qualified teachers and staff shows that each child is valued.

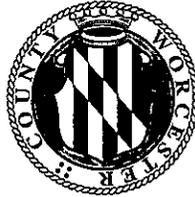
She stated that Worcester County offers parents one of the top school systems in the country and that is only possible because highly qualified teachers fill the classrooms. She urged the Commissioners to fully fund the requested FY19 BOE budget to attract and retain outstanding educators and support staff.

Vince Gisriel of Ocean City urged the Commissioners not to increase the real property tax rate to \$0.886 per \$100 of assessment as advertised in the Constant Yield notice but to instead retain the current property tax rate of \$0.835 which will be more affordable to those living on fixed incomes. He thanked the Commissioners for exercising fiscal responsibility in the past and urged them to continue this tradition.

There being no further public comment, Commissioner Purnell closed the public hearing.

Commissioner Purnell thanked everyone for attending the public hearing on the FY19 Requested Budget. She stated that the Commissioners would consider all the suggestions presented this evening. She further stated that everyone's needs are important and the Commissioners will do their very best to take care of the entire county. But she cautioned that the Commissioners will not be able to fund all of the requests. She then asked everyone present to clear their hearts and minds as they depart the hearing and pray for wisdom for each of the County Commissioners in all of their upcoming decisions. She also invited the public to attend the budget work sessions scheduled for May 8, 15, and 22, 2018 if needed. Commissioner Purnell advised that the Commissioners will adopt a balanced FY19 County Operating Budget on June 5, 2018.

The Commissioners adjourned to meet again at their budget work session on May 8, 2018.



OFFICE OF THE TREASURER

Worcester County

GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1105

P.O. Box 248

SNOW HILL, MARYLAND

21863

TEL: 410-632-0686
FAX: 410-632-3003

1
PHILLIP G. THOMPSON, CPA
FINANCE OFFICER

JENNIFER C. SWANTON, CPA
ASSISTANT FINANCE OFFICER

TO: Harold L. Higgins, Chief Administrative Officer
FROM: Phillip G. Thompson, Finance Officer *P.G.T.*
RE: Tax Ditch Roll Certification
DATE: April 23, 2018

For purpose of compliance with Section 26.802 of the Local Government Article of the Annotated Code of Maryland, the County Commissioners are required to certify the drainage tax rolls to the County Treasurer. The drainage tax rolls have been bound in a binder for the Commissioners' approval. Also included is a separate summary memo requesting approval of the upcoming fiscal year's tax rates and managers for the various tax ditches. Please sign the attached certification and present it to the County Commissioners for official certification as well.

If you have any questions please do not hesitate to contact me.



OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103

SNOW HILL, MARYLAND

21863-1195

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
MAUREEN F.L. HOWARTH
COUNTY ATTORNEY

COMMISSIONERS
DIANA PURNELL, PRESIDENT
THEODORE J. ELDER, VICE PRESIDENT
ANTHONY W. BERTINO, JR.
MADISON J. BUNTING, JR.
JAMES C. CHURCH
MERRILL W. LOCKFAW, JR.
JOSEPH M. MITRECIC

PUBLIC DRAINAGE ASSOCIATION CERTIFICATIONS

Certification to County Commissioners of Compliance with LG §26-802 for FY 18

I, Harold L. Higgins, Chief Administrative Officer and designated officer pursuant to Maryland Annotated Code, Local Government Article, §26-802, do hereby certify to the County Commissioners that the attached Tax Ditch-Public Drainage Association Assessment lists for FY 2018 conform to the requirements of the aforesaid §26-802.

Date

Harold L. Higgins
Chief Administrative Officer

Assessment Lists Certification by County Commissioners for FY18

We, the County Commissioners for Worcester County, Maryland, do hereby certify to Philip G. Thompson, Finance Officer and Treasurer for Worcester County, Maryland, that the attached Tax Ditch-Public Drainage Association Assessment lists for FY 2018 are hereby approved.

Approval of Tax Rates and Managers

We, the County Commissioners for Worcester County, Maryland, approve the public drainage association tax rates and managers for the upcoming fiscal year, FY 2019.

ATTEST:

COUNTY COMMISSIONERS OF
WORCESTER COUNTY, MARYLAND

Harold L. Higgins
Chief Administrative Officer

Diana Purnell, President

Theodore J. Elder, Vice President

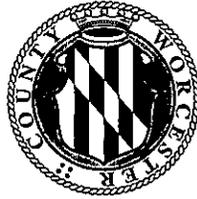
Anthony W. Bertino

James C. Church

Madison J. Bunting, Jr.

Merrill W. Lockfaw, Jr.

Joseph M. Mitrecic



OFFICE OF THE TREASURER

Worcester County

GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1105

P.O. Box 248

SNOW HILL, MARYLAND

21863

TEL: 410-632-0686
FAX: 410-632-3003

2

PHILLIP G. THOMPSON, CPA
FINANCE OFFICER

JENNIFER C. SWANTON, CPA
ASSISTANT FINANCE OFFICER

To: County Commissioners

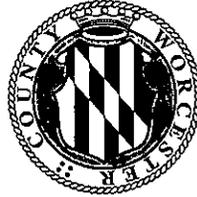
April 23, 2018

From: Phillip G. Thompson, Finance Officer *P.G.T.*
Crystal Webster, Public Drainage Coordinator

Re: FY 2019 rates for Tax Ditches
and Managers for Tax Ditches

Please approve the following tax rates for the upcoming FY 2019 year on the tax ditches listed below:

TAX DITCH	FY 2018 RATES Till/Wood/Minimum	FY 2019 RATES Till/Wood/Minimum	COMMENTS
Birch Branch	3.50/1.75/35.00	3.50/1.75/35.00	Same as previous year
Coonsfoot	3.00/1.50/37.50	3.00/1.50/37.50	Same as previous year
Dividing Creek (PU&UDC)	7.00/3.50/30.00	7.00/3.50/30.00	Same as previous year
Double Bridges Branch	2.50/1.25/25.00	2.50/1.25/25.00	Same as previous year
Franklin Branch	3.60/2.10/ 50.00	3.60/2.10/ 50.00	Same as previous year
Georgetown Branch	4.00/1.00/20.00	4.00/1.00/20.00	Same as previous year
Goodwill Branch	2.50/1.50/25.00	2.50/1.50/25.00	Same as previous year
Kitts Branch	6.00/5.00/20.00	6.00/5.00/20.00	Same as previous year
Lewis Road	4.00/1.00/25.00	4.00/1.00/25.00	Same as previous year
Middle Branch	.80/ .20/15.00	.80/ .20/15.00	Same as previous year
Nassawango Branch	3.00/ .75/ -0	3.00/ .75/ -0	Same as previous year
Ninepin Branch	2.00/ .50/ 5.00	2.00/ .50/ 5.00	Same as previous year
Passerdyke Branch	4.50/1.50/20.00	4.50/1.50/ 20.00	Same as previous year
Pine Ridge Branch	3.50/ 2.50 / 35.00	3.50/2.50 / 35.00	Same as previous year
Sinepuxent Branch	2.00/1 .00/ 10.00	2.00/ 1.00/ 10.00	Same as previous year
Taylorville (Lower)	3.00/ -0- /15.00	3.00/ -0- /15.00	Same as previous year
Timmonstown Branch	1.25/ .80/ 5.00	1.25/ .80/ 5.00	Same as previous year
Upper Taylorville	3.00/3.00/25.00	3.00/ 3.00/25.00	Same as previous year



TEL: 410-632-0686
FAX: 410-632-3003

OFFICE OF THE TREASURER

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1105
P.O. Box 248
SNOW HILL, MARYLAND
21863

PHILLIP G. THOMPSON, CPA
FINANCE OFFICER

JENNIFER C. SWANTON, CPA
ASSISTANT FINANCE OFFICER

FY 2019

Please approve the following managers for the following tax ditches:

TAX DITCH

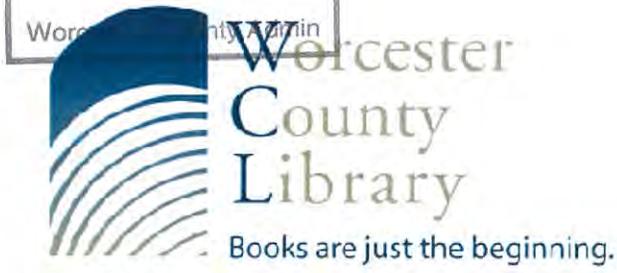
Birch Branch
Coonsfoot Branch
Dividing Creek Branch (Pusey & Upper)
Double Bridges Branch
Franklin Branch
Georgetown
Goodwill Branch
Kitts Branch
Lewis Road Branch
Middle Branch
Nassawango Branch
Ninepin Branch
Passerdyke
Pine Ridge Branch
Sinexpent Branch
Taylorville (Lower) Branch
Timmonstown Branch
Upper Taylorville Branch

MANAGERS

Daniel Burton
Watson Powell, Jr.
Tommy Johnson
Wayne Tull
Roger Hudson
Henry C. Johnson III
Joe Dudis
Harley Pierce
Sheikh Tariq
Doug Jacobs
George Waters
Keith Littleton
Gene Donalds
Wayne Tull
Harry Taylor
Rob Bailey
Kenny Littleton, Sr.
Robert J. Elliott, Jr.

RECEIVED
MAY 09 2018

3



To: Harold Higgins, Chief Administrative Officer
From: Jennifer Ranck *JR*
Date: May 8, 2018
Re: FY 20 County Public Library Capital Grant – Pocomoke Library Project

Worcester County Library will be applying for a FY 20 County Public Library Capital Grant from the State of Maryland to complete the architectural and engineering phase for the Pocomoke Library in the amount of \$250,000. The grant requires a local match (\$125,000) as well as a letter of intent to fund the entire project. Enclosed is a draft letter due with the application May 25, 2018.

The Library submitted a request for Pocomoke Library building improvements totaling \$500,000 in the Capital Improvement Plan FY 19 – 23. After further discussion other needs for the library have been identified. The Library completed a facility study in 2013 and an addition of 4,000 SF was recommended to meet future space needs. In April 2018, there were 54 non-library events, programs, and meetings held in the Pocomoke branch meeting room. The branch would greatly benefit from a second, though smaller conference room to meet the needs of the community. For example, the Department of Social Services frequently uses the library to meet with clients because the library is a trusted, neutral place. Increasingly, there is no private conversational space to offer. Providing a small conference room would increase privacy and provide additional space for tutoring sessions. Currently, the Young Adult section is located adjacent to the children’s area. The Young Adult area does not provide adequate space for the exploration of 21st century technology and creative arts. Ideally there would be more separation between the two collections to expand the number of materials and encourage more browsing and circulation. The shelving for all collections is at full capacity and there is no ability to grow the number of materials. Preliminary estimates indicate that the entire project will cost \$2.5 million which includes construction and furniture, fixtures, and equipment. The project schedule will include design phase in FY 20 and construction in FY 21. The Library plans to use grant funds to complete pre-design work in FY 19 in order to be able to launch into the A/E phase if a County Public Library Capital Grant is awarded in FY 20. The pre-design phase will also help determine if 4,000 SF is needed or if space reallocation can help reduce the size of the overall expansion.

If the library is unable to move forward with the County Grant request in FY 20 due to the additional funding, we will submit a revised CIP request this Fall.

Thank you for your assistance in preparing the intent letter. Please contact me with any questions or concerns.

DRAFT

May 9, 2018

Irene Padilla
Maryland State Librarian
Maryland State Library
22 South Calhoun Street
Baltimore, MD 21223

Dear Ms. Padilla:

The Board of County Commissioners of Worcester County, Maryland intends to commit up to \$125,000 in matching funds for architectural and engineering services for the Pocomoke Branch Library for state fiscal year 2020 if a capital grant is awarded.

At this time we understand that the library is planning for an addition (approximately 4,000 SF) and to renovate the existing 6,700 SF facility. Preliminary estimates indicate that the entire project will cost \$2.5 million which includes construction and furniture, fixtures, and equipment. The County's approved Five Year Capital Improvement Plan FY 19 – FY 23 includes \$500,000 for the project and additional monies from the assigned fund balance will be available to support the project in FY 2021.

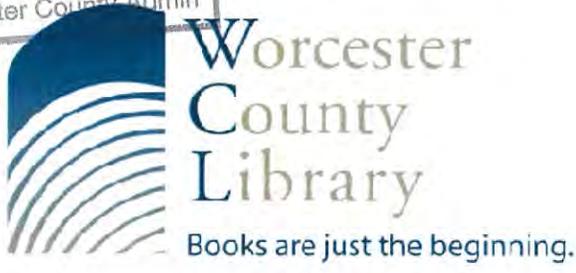
State funding is essential to begin and complete this project. Thank you for your consideration of our request. Please contact Phil Thompson, County Finance Officer at 410-632-0686 if you have any questions or require additional information.

Sincerely yours,

Harold L. Higgins
Chief Administrative Officer



4



To: Harold Higgins, Chief Administrative Officer
From: Jennifer Ranck *JR*
Date: May 8, 2018
Re: Phone System Upgrade

Attached is a copy of a proposal from Alliance Technology Group, LLC to upgrade and install phone systems at all six library locations (all five library branches and offices located on Bank Street, Snow Hill) for a total of \$31,856. This will replace 51 handsets and 18 phone lines. Avaya is the same phone system many of the County departments are currently using. The proposal is within budgeted amount for phone upgrades in the library's capital budget (\$42,000). I request that the County Commissioners waive the normal bidding process and accept the attached proposal Alliance Technology Group, LLC. Some re-wiring may be necessary to complete the work and the County IT department will be helping to evaluate each location.

Thank you for your consideration of this request.



Alliance Technology Group, LLC

WSOB, WBE Certified

7010 Hi Tech Drive
Hanover, MD 21076
410-712-0270
410-712-0271 fax

Worcester County Government

SALES QUOTATION

Quote Date: 05/03/18
Quote Number: 53919-1
Alliance Sales Rep: Windsor
Vendor Sales Rep:
Expiration Date: 06/02/18

Description						Maintenance Rates		
Product #	Item Description	Qty	Unit List	Sales Price	Ext. Sales Price	Coverage	Unit Rate	Ext. Rate
AVAYA								
Ocean Pines								
185446	AVAYA COMMUNICATIONS SOLUTION	1	\$0.00	\$0.00	\$			-
370570	IP OFFICE SMB MODEL	1	\$0.00	\$0.00	\$			-
383087	IP OFFICE R10+ IP500 VOICE NETWORKING 4 LIC:CU	1	\$718.00	\$335.00	\$			335.00
383098	IP OFFICE R10 POWER USER 1 PLDS LIC:CU	4	\$175.00	\$90.00	\$			360.00
383110	IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	12	\$75.00	\$50.00	\$			600.00
383125	IP OFFICE R10 ESSENTIAL EDITION PLDS LIC:DS	1	\$528.00	\$265.00	\$			265.00
393290	IP OFFICE R10+ INTEGRATED CONTACT REPORTER AGENT 1 LIC:CU	4	\$0.00	\$0.00	\$			-
393291	IP OFFICE R10+ INTEGRATED CONTACT REPORTER SUPERVISOR 1 LIC:CU	4	\$0.00	\$0.00	\$			-
700213440	IP OFFICE ISDN CABLE RJ45/RJ4S 3M RED	4	\$5.05	\$3.00	\$			12.00
700289770	POWER CORD 18AWG 10 Amp AC US/NORTH AMERICA	1	\$19.00	\$9.00	\$			9.00
700383326	IP PHONE 96XX REPLACEMENT LINE CORD	12	\$8.51	\$7.00	\$			84.00
700429202	IP OFFICE IP500 RACK MOUNTING KIT	1	\$63.00	\$31.00	\$			31.00
700476005	IP OFFICE 500 VERSION 2 CONTROL UNIT	1	\$683.00	\$335.00	\$			335.00

2

700479710	IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	1	\$53.00	\$25.00	\$	25.00
700504556	IP OFFICE IP500 V2 COMBO CARD ATM V2	1	\$631.00	\$310.00	\$	310.00
700510905	IP PHONE 9608G GRAY GLOBAL 4 PACK	3	\$1,480.00	\$715.00	\$	2,145.00
185579	MAINTENANCE COMPREHENSIVE SUPPORT MODEL	1	\$0.00	\$0.00	\$	-
271635	IPO REM TECH SUPT 8X5 APR NBD - IPS00 V2 1YPP	1	\$44.60	\$35.00	\$	35.00
700383375	IP PHONE 9620 9608/11 94/9500 WALL MOUNT	2	\$21.00	\$18.00	\$	36.00

Berlin

185446	AVAYA COMMUNICATIONS SOLUTION	1	\$0.00	\$0.00	\$	-
370570	IP OFFICE SMB MODEL	1	\$0.00	\$0.00	\$	-
383087	IP OFFICE R10+ IP500 VOICE NETWORKING 4 LIC:CU	1	\$718.00	\$335.00	\$	335.00
383098	IP OFFICE R10 POWER USER 1 PLDS LIC:CU	4	\$175.00	\$90.00	\$	360.00
383110	IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	9	\$75.00	\$50.00	\$	450.00
383125	IP OFFICE R10 ESSENTIAL EDITION PLDS LIC:DS	1	\$528.00	\$265.00	\$	265.00
393290	IP OFFICE R10+ INTEGRATED CONTACT REPORTER AGENT 1 LIC:CU	4	\$0.00	\$0.00	\$	-
393291	IP OFFICE R10+ INTEGRATED CONTACT REPORTER SUPERVISOR 1 LIC:CU	4	\$0.00	\$0.00	\$	-
700213440	IP OFFICE ISDN CABLE RJ45/RJ45 3M RED	4	\$5.05	\$3.00	\$	12.00
700289770	POWER CORD 18AWG 10 Amp AC US/NORTH AMERICA	1	\$19.00	\$9.00	\$	9.00
700383326	IP PHONE 96XX REPLACEMENT LINE CORD	8	\$8.51	\$7.00	\$	56.00
700429202	IP OFFICE IP500 RACK MOUNTING KIT	1	\$63.00	\$31.00	\$	31.00
700476005	IP OFFICE 500 VERSION 2 CONTROL UNIT	1	\$683.00	\$335.00	\$	335.00
700479710	IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	1	\$53.00	\$25.00	\$	25.00

700503100	D160 IP DECT HANDSET WITH CHARGER NORTH AMERICA	1	\$169.00	\$95.00	\$	95.00
700504556	IP OFFICE IP500 V2 COMBO CARD ATM V2	1	\$631.00	\$310.00	\$	310.00
700504737	D100 IP DECT BASE STATION NORTH AMERICA	1	\$247.00	\$180.00	\$	180.00
700510905	IP PHONE 9608G GRAY GLOBAL 4 PACK	2	\$1,480.00	\$715.00	\$	1,430.00
185579	MAINTENANCE COMPREHENSIVE SUPPORT MODEL	1	\$0.00	\$0.00	\$	-
271635	IPO REM TECH SUPT 8X5 APR NBD - IP500 V2 1YPP	1	\$44.60	\$35.00	\$	35.00
700383375	IP PHONE 9620 9608/11 94/9500 WALL MOUNT	2	\$21.00	\$18.00	\$	36.00

Ocean City

185446	AVAYA COMMUNICATIONS SOLUTION	1	\$0.00	\$0.00	\$	-
370570	IP OFFICE SMB MODEL	1	\$0.00	\$0.00	\$	-
383087	IP OFFICE R10+ IP500 VOICE NETWORKING 4 LIC:CU	1	\$718.00	\$335.00	\$	335.00
383098	IP OFFICE R10 POWER USER 1 PLDS LIC:CU	4	\$175.00	\$90.00	\$	360.00
383110	IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	13	\$75.00	\$50.00	\$	650.00
383125	IP OFFICE R10 ESSENTIAL EDITION PLDS LIC:DS	1	\$528.00	\$265.00	\$	265.00
393290	IP OFFICE R10+ INTEGRATED CONTACT REPORTER AGENT 1 LIC:CU	4	\$0.00	\$0.00	\$	-
393291	IP OFFICE R10+ INTEGRATED CONTACT REPORTER SUPERVISOR 1 LIC:CU	4	\$0.00	\$0.00	\$	-
700213440	IP OFFICE ISDN CABLE RJ45/RJ45 3M RED	4	\$5.05	\$3.00	\$	12.00
700289770	POWER CORD 18AWG 10 Amp AC US/NORTH AMERICA	1	\$19.00	\$9.00	\$	9.00
700383326	IP PHONE 96XX REPLACEMENT LINE CORD	12	\$8.51	\$7.00	\$	84.00
700429202	IP OFFICE IP500 RACK MOUNTING KIT	1	\$63.00	\$31.00	\$	31.00
700476005	IP OFFICE 500 VERSION 2 CONTROL UNIT	1	\$683.00	\$335.00	\$	335.00
700479710	IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	1	\$53.00	\$25.00	\$	25.00
700503100	D160 IP DECT HANDSET WITH CHARGER NORTH AMERICA	1	\$169.00	\$95.00	\$	95.00
700504556	IP OFFICE IP500 V2 COMBO CARD ATM V2	1	\$631.00	\$310.00	\$	310.00

700504737	D100 IP DECT BASE STATION NORTH AMERICA	1	\$247.00	\$180.00	\$	180.00
700510905	IP PHONE 9608G GRAY GLOBAL 4 PACK	3	\$1,480.00	\$715.00	\$	2,145.00
185579	MAINTENANCE COMPREHENSIVE SUPPORT MODEL	1	\$0.00	\$0.00	\$	-
271635	IPO REM TECH SUPT 8X5 APR NBD - IPS00 V2 1YPP	1	\$44.60	\$35.00	\$	35.00
700383375	IP PHONE 9620 9608/11 94/9500 WALL MOUNT	2	\$21.00	\$18.00	\$	36.00

Bank Street

185446	AVAYA COMMUNICATIONS SOLUTION	1	\$0.00	\$0.00	\$	-
370570	IP OFFICE SMB MODEL	1	\$0.00	\$0.00	\$	-
383087	IP OFFICE R10+ IPS00 VOICE NETWORKING 4 LIC:CU	1	\$718.00	\$335.00	\$	335.00
383098	IP OFFICE R10 POWER USER 1 PLDS LIC:CU	4	\$175.00	\$90.00	\$	360.00
383110	IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	6	\$75.00	\$50.00	\$	300.00
383125	IP OFFICE R10 ESSENTIAL EDITION PLDS LIC:DS	1	\$528.00	\$265.00	\$	265.00
393290	IP OFFICE R10+ INTEGRATED CONTACT REPORTER AGENT 1 LIC:CU	4	\$0.00	\$9.00	\$	36.00
393291	IP OFFICE R10+ INTEGRATED CONTACT REPORTER SUPERVISOR 1 LIC:CU	4	\$0.00	\$0.00	\$	-
700213440	IP OFFICE ISDN CABLE RJ45/RJ45 3M RED	2	\$5.05	\$3.00	\$	6.00
700289770	POWER CORD 18AWG 10 Amp AC US/NORTH AMERICA	1	\$19.00	\$9.00	\$	9.00
700383326	IP PHONE 96XX REPLACEMENT LINE CORD	6	\$8.51	\$7.00	\$	42.00
700429202	IP OFFICE IP500 RACK MOUNTING KIT	1	\$63.00	\$31.00	\$	31.00
700476005	IP OFFICE 500 VERSION 2 CONTROL UNIT	1	\$683.00	\$335.00	\$	335.00
700479710	IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	1	\$53.00	\$25.00	\$	25.00
700504556	IP OFFICE IP500 V2 COMBO CARD ATM V2	1	\$631.00	\$310.00	\$	310.00
700505424	IP TELEPHONE 9608G GREY GIGABIT ETHERNET	2	\$407.00	\$220.00	\$	440.00
700510905	IP PHONE 9608G GRAY GLOBAL 4 PACK	1	\$1,480.00	\$715.00	\$	715.00
185579	MAINTENANCE COMPREHENSIVE SUPPORT MODEL	1	\$0.00	\$0.00	\$	-
271635	IPO REM TECH SUPT 8X5 APR NBD - IP500 V2 1YPP	1	\$44.60	\$35.00	\$	35.00
700383375	IP PHONE 9620 9608/11 94/9500 WALL MOUNT	1	\$21.00	\$18.00	\$	18.00

Pocomoke

5

185446	AVAYA COMMUNICATIONS SOLUTION	1	\$0.00	\$0.00	\$	-
370570	IP OFFICE SMB MODEL	1	\$0.00	\$0.00	\$	-
383087	IP OFFICE R10+ IP500 VOICE NETWORKING 4 LIC:CU	1	\$718.00	\$335.00	\$	335.00
383098	IP OFFICE R10 POWER USER 1 PLDS LIC:CU	2	\$175.00	\$90.00	\$	180.00
383110	IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	4	\$75.00	\$50.00	\$	200.00
383125	IP OFFICE R10 ESSENTIAL EDITION PLDS LIC:DS	1	\$528.00	\$265.00	\$	265.00
393290	IP OFFICE R10+ INTEGRATED CONTACT REPORTER AGENT 1 LIC:CU 2	2	\$0.00	\$0.00	\$	-
393291	IP OFFICE R10+ INTEGRATED CONTACT REPORTER SUPERVISOR 1 LIC:CU	2	\$0.00	\$0.00	\$	-
700213440	IP OFFICE ISDN CABLE RJ45/RJ45 3M RED	2	\$5.05	\$3.00	\$	6.00
700289770	POWER CORD 18AWG 10 Amp AC U5/NORTH AMERICA	1	\$19.00	\$9.00	\$	9.00
700383326	IP PHONE 96XX REPLACEMENT LINE CORD	4	\$8.51	\$7.00	\$	28.00
700429202	IP OFFICE IP500 RACK MOUNTING KIT	1	\$63.00	\$31.00	\$	31.00
700476005	IP OFFICE 500 VERSION 2 CONTROL UNIT	1	\$683.00	\$335.00	\$	335.00
700479710	IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	1	\$53.00	\$25.00	\$	25.00
700504556	IP OFFICE IP500 V2 COMBO CARD ATM V2	1	\$631.00	\$310.00	\$	310.00
700510905	IP PHONE 9608G GRAY GLOBAL 4 PACK	1	\$1,480.00	\$715.00	\$	715.00
185579	MAINTENANCE COMPREHENSIVE SUPPORT MODEL	1	\$0.00	\$0.00	\$	-
271635	IPO REM TECH SUPT 8X5 APR NBD - IP500 V2 1YPP	1	\$44.60	\$35.00	\$	35.00
700383375	IP PHONE 9620 9608/11 94/9500 WALL MOUNT	1	\$21.00	\$18.00	\$	18.00

Snow Hill

185446	AVAYA COMMUNICATIONS SOLUTION	1	\$0.00	\$0.00	\$	-
370570	IP OFFICE SMB MODEL	1	\$0.00	\$0.00	\$	-
383087	IP OFFICE R10+ IP500 VOICE NETWORKING 4 LIC:CU	1	\$718.00	\$335.00	\$	335.00
383098	IP OFFICE R10 POWER USER 1 PLDS LIC:CU	4	\$175.00	\$90.00	\$	360.00
383110	IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	11	\$75.00	\$50.00	\$	550.00

9

383125	IP OFFICE R10 ESSENTIAL EDITION PLDS LIC:DS	1	\$528.00	\$265.00	\$	265.00
393290	IP OFFICE R10+ INTEGRATED CONTACT REPORTER AGENT 1 LIC:CU	4	\$0.00	\$0.00	\$	-
393291	IP OFFICE R10+ INTEGRATED CONTACT REPORTER SUPERVISOR 1 LIC:CU	4	\$0.00	\$0.00	\$	-
700213440	IP OFFICE ISDN CABLE RJ45/RJ45 3M RED	3	\$5.05	\$3.00	\$	9.00
700289770	POWER CORD 18AWG 10 Amp AC US/NORTH AMERICA	1	\$19.00	\$9.00	\$	9.00
700383326	IP PHONE 96XX REPLACEMENT LINE CORD	11	\$8.51	\$7.00	\$	77.00
700429202	IP OFFICE IP500 RACK MOUNTING KIT	1	\$63.00	\$31.00	\$	31.00
700476005	IP OFFICE 500 VERSION 2 CONTROL UNIT	1	\$683.00	\$335.00	\$	335.00
700479710	IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	1	\$53.00	\$25.00	\$	25.00
700504556	IP OFFICE IP500 V2 COMBO CARD ATM V2	1	\$631.00	\$310.00	\$	310.00
700505424	IP TELEPHONE 9608G GREY GIGABIT ETHERNET	3	\$407.00	\$220.00	\$	660.00
700510905	IP PHONE 9608G GRAY GLOBAL 4 PACK	2	\$1,480.00	\$715.00	\$	1,430.00
185579	MAINTENANCE COMPREHENSIVE SUPPORT MODEL	1	\$0.00	\$0.00	\$	-
271635	IPO REM TECH SUPT 8X5 APR NBD - IP500 V2 1YPP	1	\$44.60	\$35.00	\$	35.00
700383375	IP PHONE 9620 9608/11 94/9500 WALL MOUNT	1	\$21.00	\$18.00	\$	18.00
	Alliance Installation	1		\$8,200.00	\$	8,200.00

Subtotal: \$31,856.00
Installation: N/A
Total: **\$31,856.00**

Freight & Applicable Taxes Additional. Freight charges are "ESTIMATED" and "ACTUAL" charges will be invoiced. Customer is responsible for 100% of freight charges.

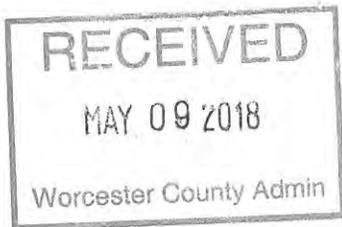
This quote and configuration is confidential to Alliance and is only to be used between Alliance and the customer. In the event this provided quote and configuration is used for other purposes, consulting fees will be charged. Should customer desire to use this information for any purpose other than its original intended purpose, or wish to divulge the contents of this quote to a 3rd party, customer must obtain written permission from Alliance prior to such use. This quote is valid for 30 days past the quote date unless otherwise noted and Quote is subject to change.

All Purchase Orders subject to acceptance by Alliance Technology Group, LLC. Prices subject to change prior to acceptance of Purchase Order. Payment Terms pursuant to Contract of Sale. Leasing figures are being provided to you for informational purposes only. Actual lease rates may vary and are subject to credit approval.

Alliance's Term's & Condition's apply. Alliance's T&C's can be viewed at www.alliance-it.com.

Maintenance pricing quoted must be purchased with product for price to be valid. Unless pre-paid, all maintenance pricing is subject to change.

7



5

FRED E. WEBSTER, JR.
DIRECTOR

EMERGENCY SERVICES
Worcester County
GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1002
SNOW HILL, MARYLAND 21863-1193
TEL: 410-632-1311
FAX: 410-632-4686

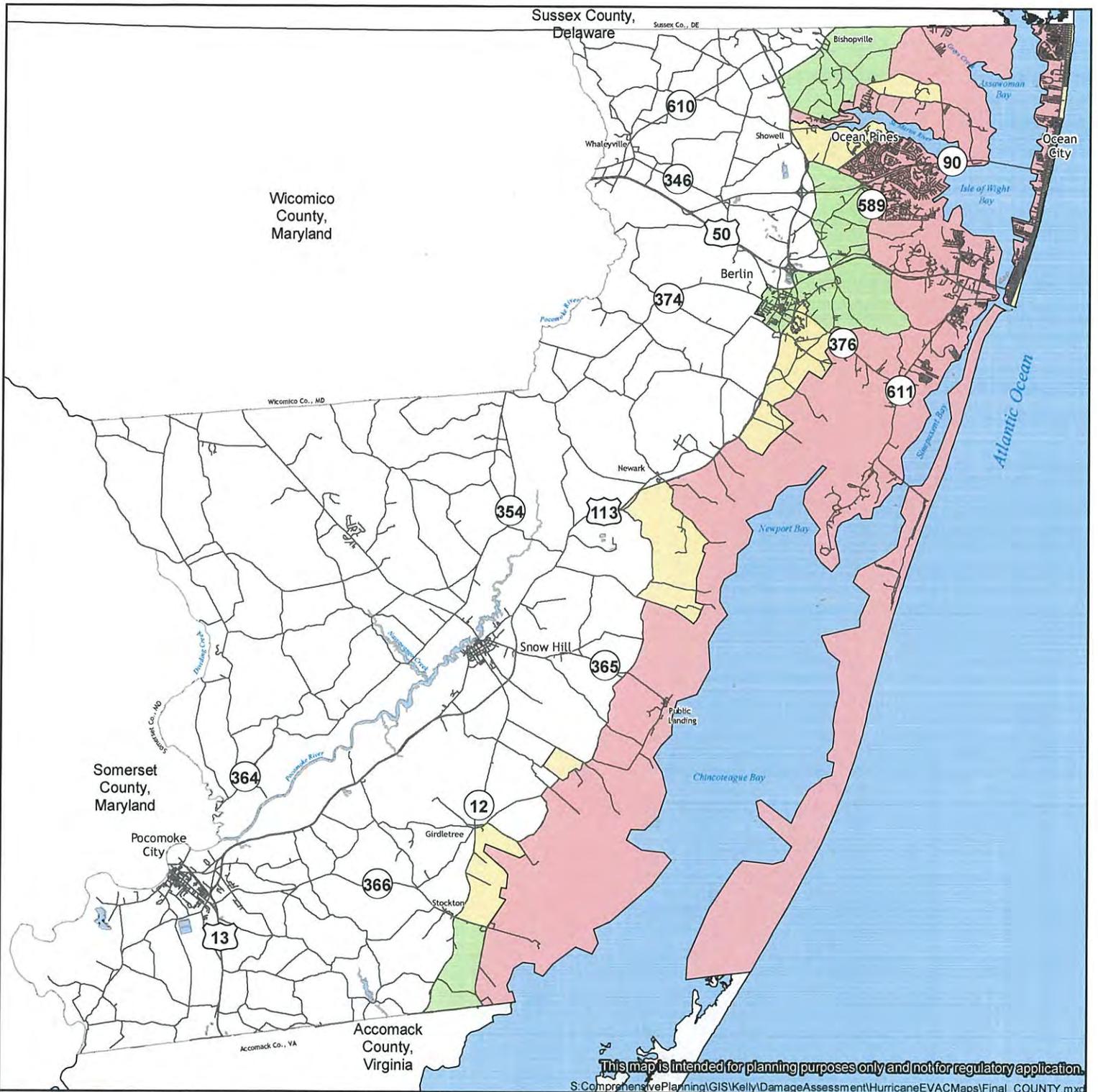
To: Harold Higgins, Chief Administrative Officer
From: Fred Webster, Director of Emergency Services
Re: Know Your Zone
Date: 7 May 2018

Know Your Zone is a FEMA endorsed program to help educate the public on knowing when to evacuate a specific area. While originally designed for coast areas prone to tropical storms the zoned evacuation approach can be used for other types of emergencies as well.

Earlier this year the Commissioners approved the program in concept. The maps were distributed to both the Town of Ocean City and Town of Berlin for comment and any possible revisions. The Town of Ocean City had no objections or change requests to the proposed maps. Emergency Services and MEMA staff met with representatives of Berlin and discussed adding additional parts of the town to the C-Zone evacuation area. The original C-Zone area only came to, but did not cross, U.S. 113. Areas west of Rt. 113 were added in accordance with the town's request. A copy of the amended map is attached.

The Department of Emergency Services was also asked to present our plan for public education of how the new zoned evacuation works. In addition to the maps is a memo outlining our proposal for public education along with information provided by MEMA as to the state's roll out of the plan.

I am available to answer any questions that may arise at your convenience.



Worcester County, Maryland Hurricane Evacuation Zones

Department of Development Review and Permitting
Technical Services Division - May 2018



- Zone A
- Zone B
- Zone C

Zone	Wind Direction and Storm Category
A	All Category 1; NE2; NNE2; N3
B	N2; NNW2; NW2; PAR2; WNW2; NNE3; NNE4; NE4
C	N3; NNW3; NW3; PAR3; WNW3; N4; NNW4; NW4; PAR4; WNW4

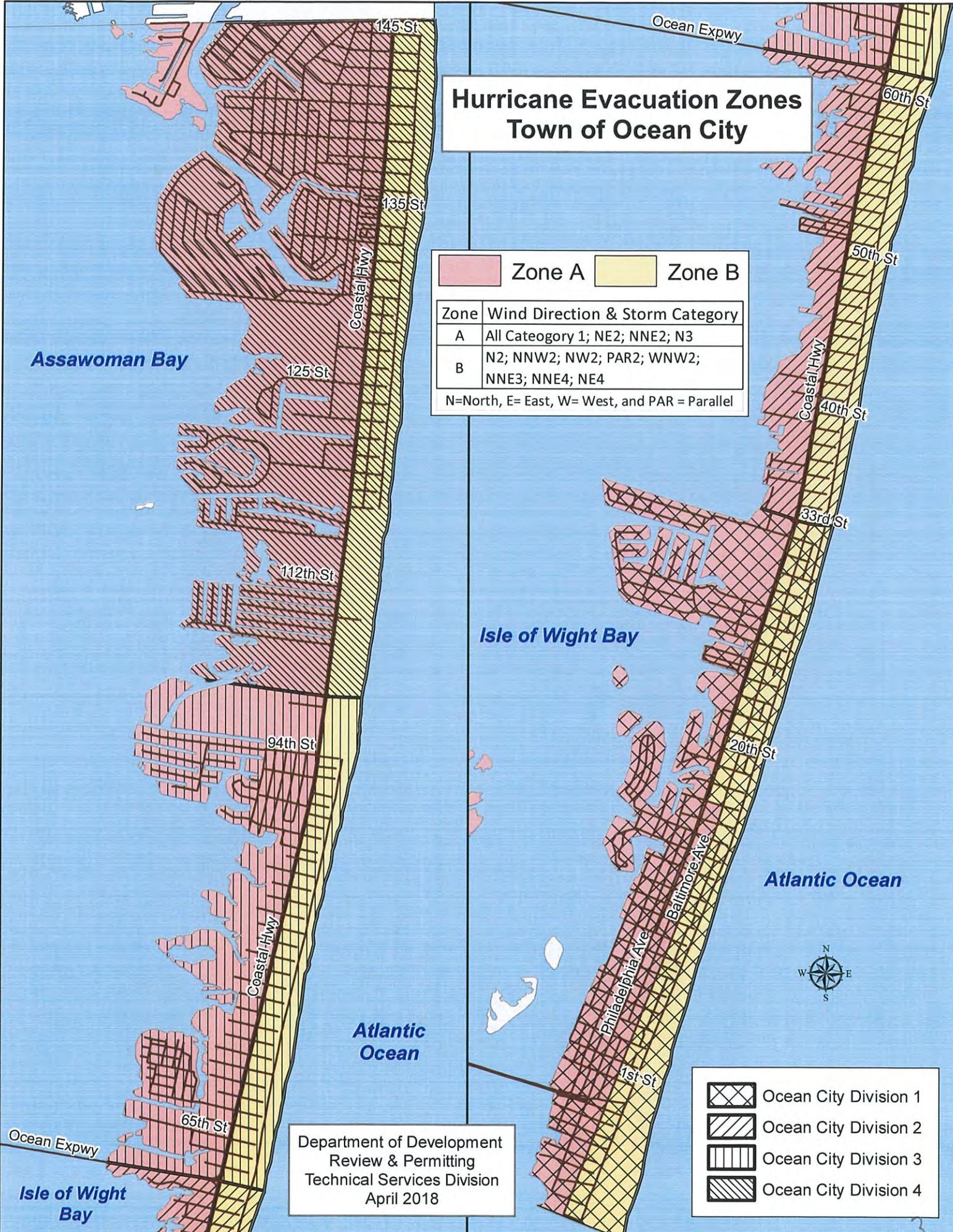
N=North, E= East, W= West, and PAR = Parallel

Hurricane Evacuation Zones Town of Ocean City

Zone A Zone B

Zone	Wind Direction & Storm Category
A	All Category 1; NE2; NNE2; N3
B	N2; NNW2; NW2; PAR2; WNW2; NNE3; NNE4; NE4

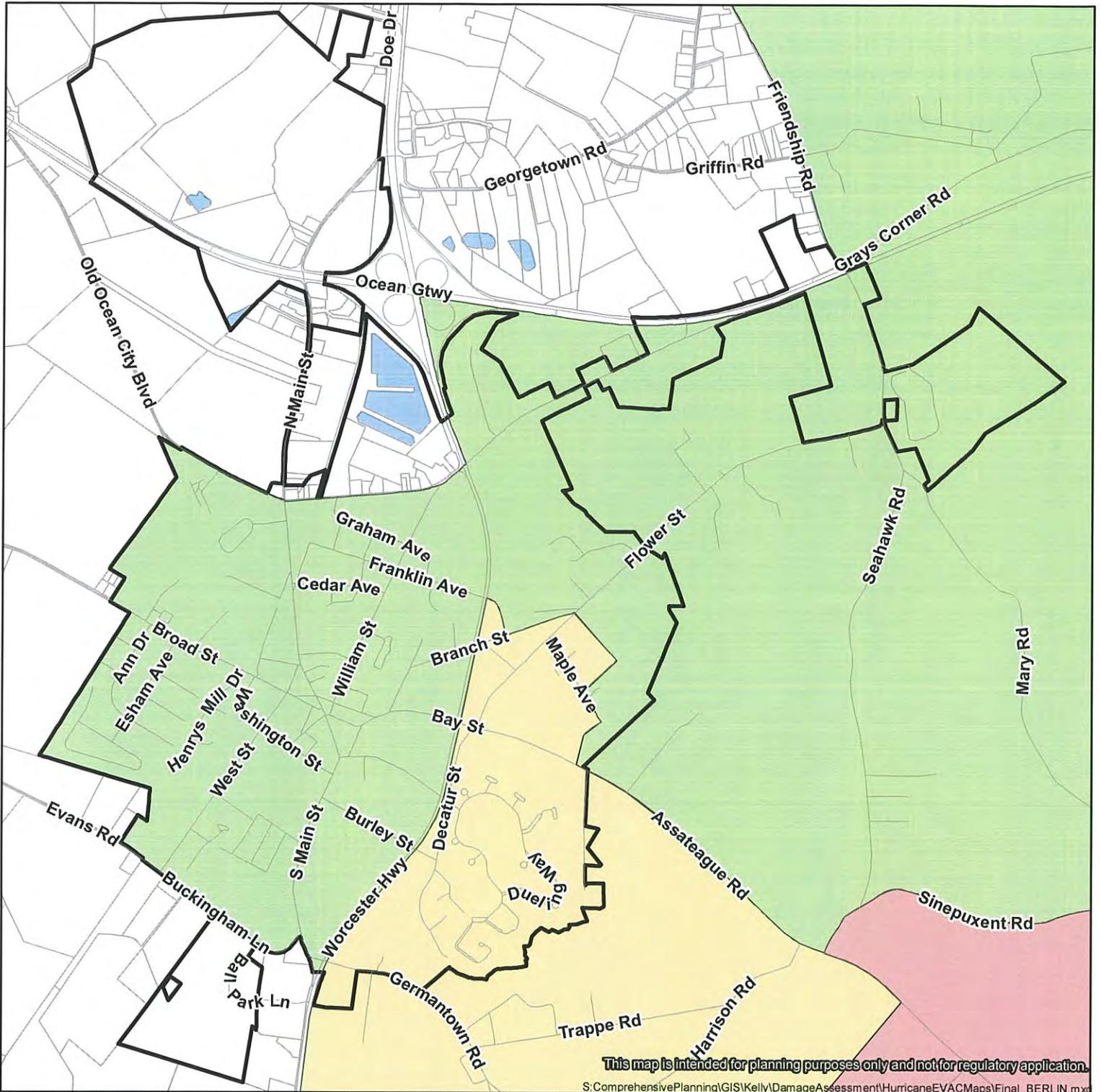
N=North, E= East, W= West, and PAR = Parallel



Department of Development
Review & Permitting
Technical Services Division
April 2018

-  Ocean City Division 1
-  Ocean City Division 2
-  Ocean City Division 3
-  Ocean City Division 4

This map is intended for planning purposes only and not for regulatory application.



S:\ComprehensivePlanning\GIS\Kely\DamageAssessment\HurricaneEVACMaps\Final_BERLIN.mxd



Worcester County, Maryland Hurricane Evacuation Zones



Department of Development Review and Permitting
Technical Services Division - May 2018

- Zone A
- Zone B
- Zone C
- Corporate Limit Line

Zone	Wind Direction and Storm Category
A	All Category 1; NE2; NNE2; N3
B	N2; NNW2; NW2; PAR2; WNW2; NNE3; NNE4; NE4
C	N3; NNW3; NW3; PAR3; WNW3; N4; NNW4; NW4; PAR4; WNW4

N=North, E= East, W= West, and PAR = Parallel



EMERGENCY SERVICES

Worcester County

GOVERNMENT CENTER

ONE WEST MARKET STREET ROOM 1002

SNOW HILL, MARYLAND 21863-1193

TEL: 410-632-1311

FAX: 410-632-4686

FRED E. WEBSTER, JR.
DIRECTOR

To: Harold Higgins, Chief Administrative Officer

From: Fred Webster, Director of Emergency Services

Re: Know Your Zone Education Program

Date: 30 April 2018

As you're aware the Commissioners approved in concept the adoption of the Know Your Zone program as presented at the 20 March meeting. The following outlines the public outreach campaign to educate everyone as to what the program means to them.

Local:

- A local media release crafted by the Director of Emergency Services and the County PIO to include a local press conference with print and broadcast media.
- Social media outreach on the County's Facebook and Twitter accounts.
- Add link with information on the County website.
- Feature article in the Commissioner's Corner newspaper column.
- Handouts for distribution at public outreach events such as fairs and festivals. Handouts would also be placed at the Stateline rest area in Pocomoke and the Berlin/Ocean City Chamber Office. Handouts would also be placed in municipal office buildings.
- Addition of the map and explanation of the zones in the County Family Emergency Preparedness Book (next printing).
- Inclusion of the Know Your Zone program in the bi-yearly CERT training classes.

State level:

- Development of a webpage with an address finder to residents to use/look-up their zone. Still requires approval of our maps to add final shape files.
- Social media and Facebook Live event on the MEMA sites.
- Potentially displaying on Clear Channel billboards (TBD)
- Coordination with other state agencies and trade associations
- Template materials for state and local jurisdictions to include;
 - Press releases;
 - Handouts/printables
 - Template outreach material, etc

Of note is that MEMA currently has no funding available in this fiscal year to do media buys so all materials from the state level would be in-house produced at MEMA. There is currently approximately \$2,500 in account 1090.070.6110.110 which is titled Disaster Preparedness Materials that can be utilized for reprinting of the Emergency Preparedness Guidebooks to include the maps and limited handouts during this fiscal budget year.

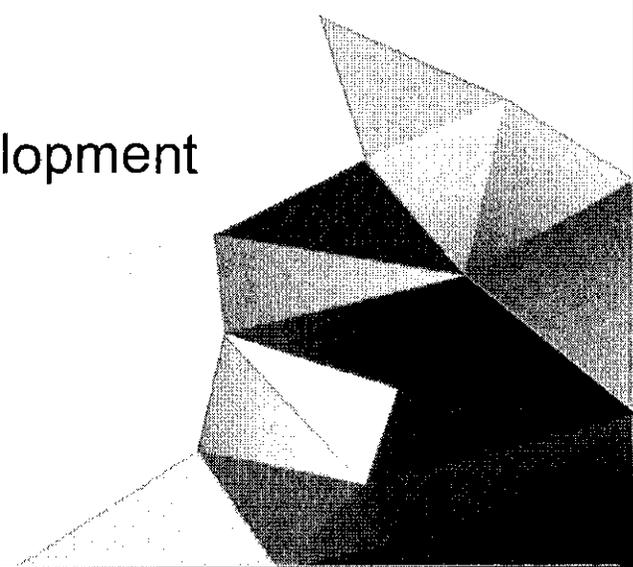
I am available to answer any questions that may arise at your convenience.

ATKINS

Maryland Counties Evacuation Zone Development

County Briefing /
Draft Zone Mapping Review

January 9-19, 2018

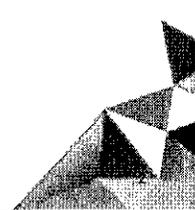


Project Purpose

ATKINS

Develop evacuation areas that can:

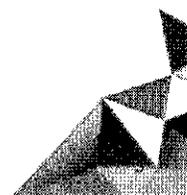
- Form basis of life saving pre-storm evacuation decision making
- Provide somewhat consistent scenario definition across the region
- Build-in a possible directional component and simplify number of zones / scenarios (Example: New York City, Virginia)
- Recognize work done in 2009 Delmarva and 2010 Western Shore Studies



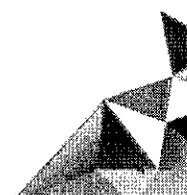
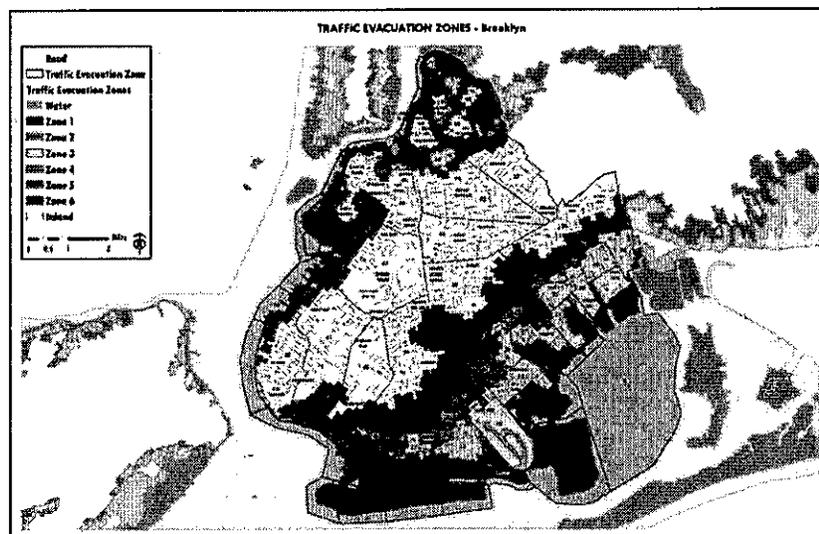
Project Purpose (continued)

Develop evacuation areas that can:

- Allow successive / phased implementation of evacuation areas as track and intensity confidence gets better pre-landfall / tiered system
- Be used in the FEMA / USACE HES upcoming work / transportation modeling
- Have local and state buy-in and ideas; form basis of “know your zone” future campaigns



Example: Traffic Evacuation Zones – Brooklyn, New York



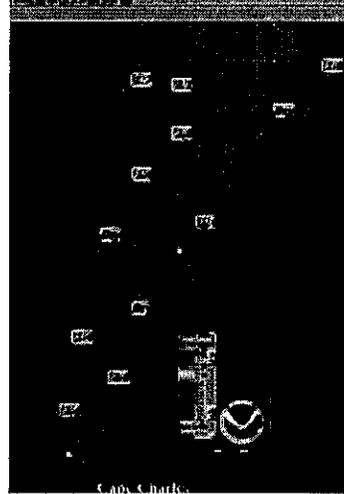
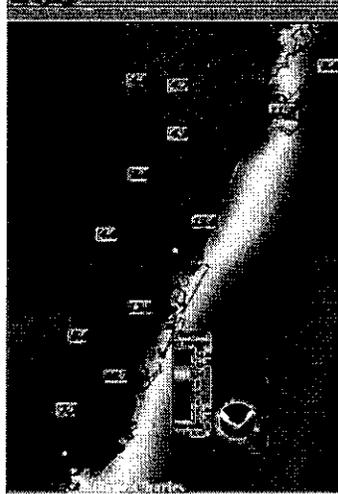
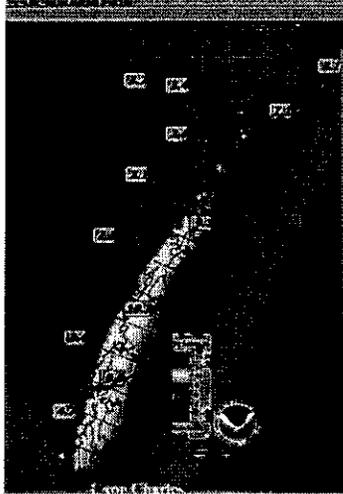
Cat 2 SLOSH – Virginia Eastern Shore

ATKINS

Moving WNW 20 mph

Cat 2 MOM

Moving NE 20 mph

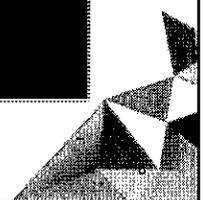
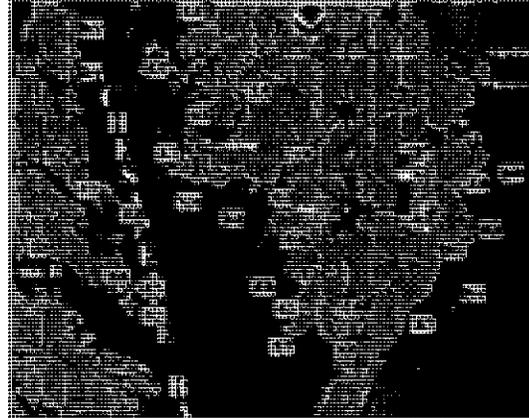
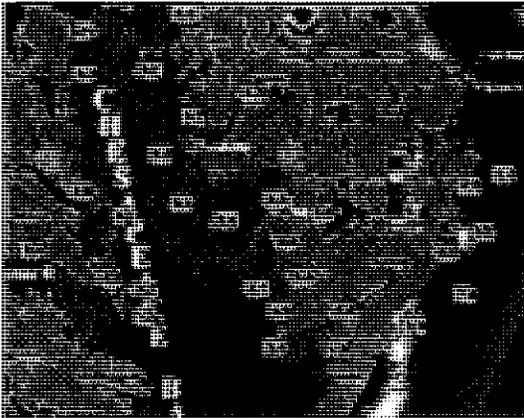


Cat 2 SLOSH – Lower Maryland Eastern Shore

ATKINS

Cat 2 MOM

Moving N 20 mph



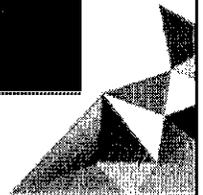
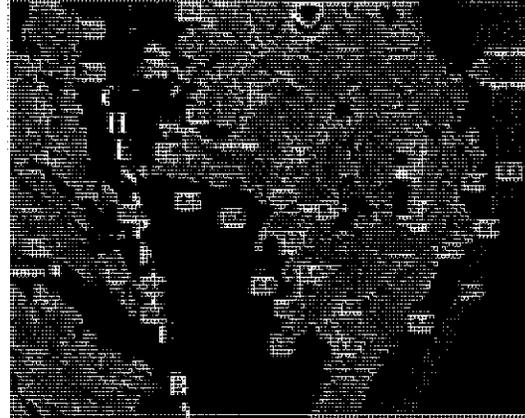
Cat 2 SLOSH – Lower Maryland Eastern Shore

ATKINS

Cat 2 MOM



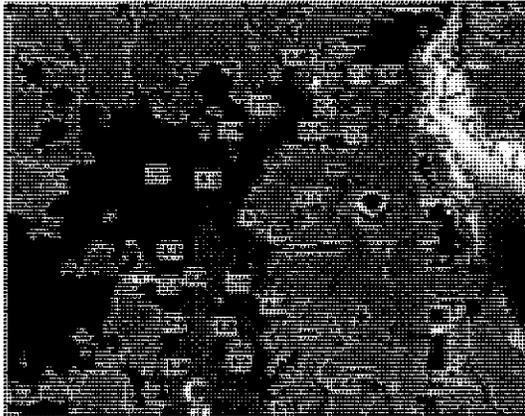
Moving NW 20 mph



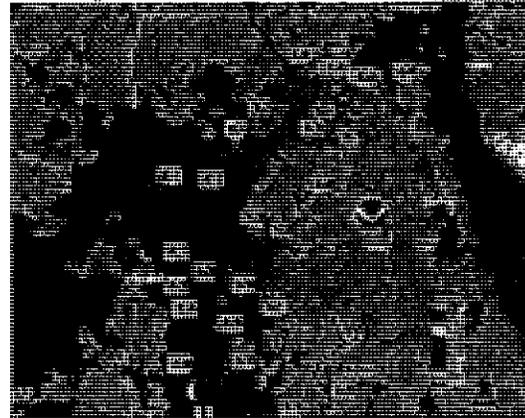
Cat 2 SLOSH – Upper Maryland Eastern Shore

ATKINS

Cat 2 MOM



Moving Parallel to Coast 40 mph

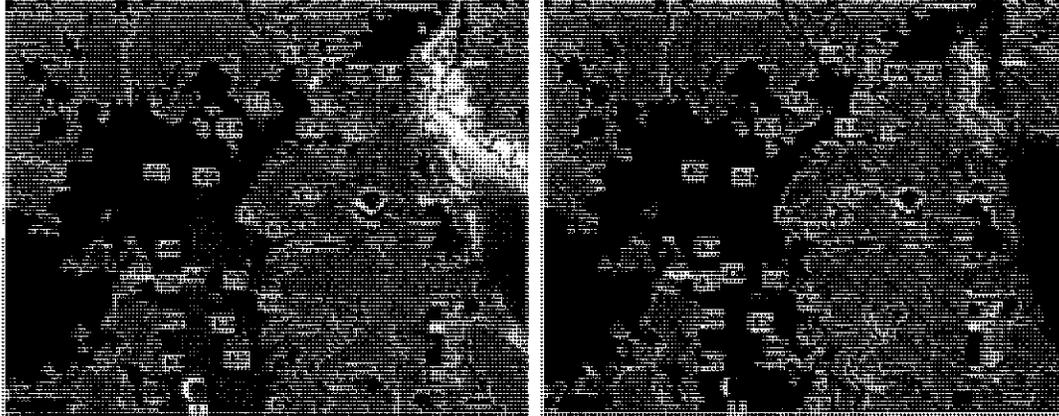


Cat 2 SLOSH – Upper Maryland Eastern Shore

ATKINS

Cat 2 MOM

Moving NW 20 mph

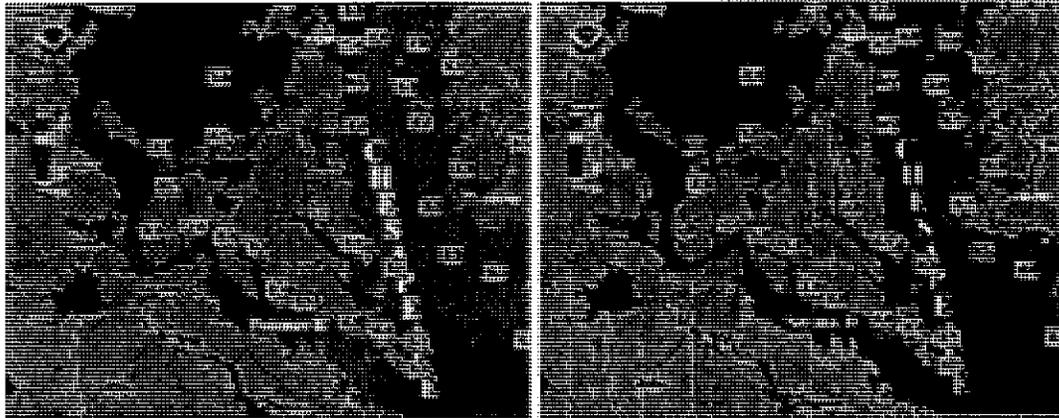


Cat 2 SLOSH – Potomac River / D.C. Area

ATKINS

Cat 2 MOM

Moving N 20 mph

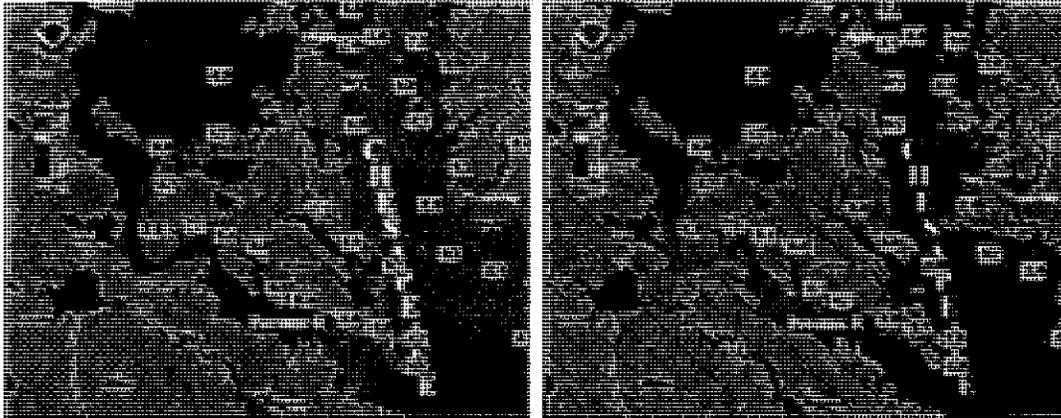


Cat 2 SLOSH – Potomac River / D.C. Area

ATKINS

Cat 2 MOM

Moving NW 20 mph



2017 Virginia Scenario Matrix (example)

ATKINS

- Project incorporated 23 localities / counties
- Strong endorsement by NWS, key outspoken counties, VDEM, Governors office, law enforcement
- Ongoing public education activities have been creative and amazingly aggressive

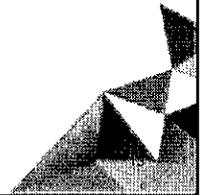
Scenario Matrix

Storm Intensity Grouping	Storm Track Directional Grouping	
	P to N	NNW to WNW
Cat. 1-2	A	B
Cat. 3	B	C
Cat. 4	C	D

Previous Lessons Learned

ATKINS

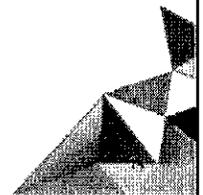
- THERE IS NO PERFECT ZONE SYSTEM
- Decision makers can only deal with so many scenarios given forecast uncertainty
- We can not describe zone boundaries to the public with the complex terrain / coastline



Previous Lessons Learned (continued)

ATKINS

- Zones are only as good as the local public education efforts and methods that are willing to be implemented
- Southeast Virginia / East Shore / Maryland study areas along with Charleston, SC are arguably the most difficult areas in the coastal US to carve into zones
- Some counties will be easy to delineate / others will need some intense deliberation



Scenario Development / Digestion of Baltimore Corps SLOSH Mapping

ATKINS

- Four slices of surge comparison for SLOSH results by county, by groups of counties, and for entire study area to see where greatest break points occur
 - Comparison of surge heights between adjacent directional tracks
 - Comparison of surge heights between successive categories / intensities
 - Comparison of strong storm / weak track vs. weaker storm / strong track
 - Comparison of Baltimore Corps SLOSH conglomerations



Scenario Development

ATKINS

- Comparison of acreage totals by surge footprints
- Detailed examination of aerial photos to look at development / housing in surge footprints



Scenario Development

Eastern Shore

ATKINS

COUNTY	SCENARIO	CATEGORY / DIRECTION
Worcester	A	All Category 1; NE2; NNE2; NE3
	B	N2; NNW2; NW2; PAR2; WNW2; NNE3; NNE4; NE4
	C	N3; NNW3; NW3; PAR3; WNW3; N4; NNW4; NW4; PAR4; WNW4
Wicomico	A	All Category 1; N2; NE2; NNE2; NNW2; NW2; WNW2
	B	PAR2; NE3; NNE3; NNW3; NW3; WNW3; NE4; NNW4
	C	PAR3; NNE4; NW4; N4; WNW4; PAR4
Somerset	A	All Category 1; N2; NE2; NNE2; NNW2; NW2; WNW2
	B	PAR2; N3; NE3; NNE3; NNW3; NW3; WNW3; PAR3; NE4; NNE4; NNW4
	C	N4; NW4; WNW4; PAR4

Scenario Development

Eastern Shore (continued)

ATKINS

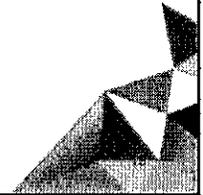
COUNTY	SCENARIO	CATEGORY / DIRECTION
Dorchester	A	All Category 1; N2; NE2; NNE2; NW2; WNW2; NNW2; NE3; NNE3; NW3; WNW3
	B	PAR2; N3; NNW3; PAR3; N4; NE4; NW4; NNE4; NNW4; WNW4
	C	PAR4
Talbot	A	All Category 1; N2; NE2; NW2; WNW2; NNE2; NNW2; NW3; WNW3
	B	PAR2; N3; NE3; NNE3; NNW3; NE4; NW4; NNE4; NNW4; WNW4
	C	N4; PAR3; PAR4
Queen Anne's	A	All Category 1; N2; NE2; NW2; NNE2; WNW2; NNW2; NW3; WNW3
	B	PAR2; N3; NE3; NNE3; NNW3; N4; NE4; NW4; NNE4; NNW4; WNW4
	C	PAR3; PAR4

Scenario Development

Eastern Shore – Upper Bay

ATKINS

COUNTY	SCENARIO	CATEGORY / DIRECTION
Kent	A	All Category 1; N2; NE2; NW2; NNE2; NNW2; WNW2; NW3; NNE3; WNW3; WNW4
	B	PAR2; N3; NE3; NNW3; PAR3; N4; NE4; NW4; NNE4; NNW4; PAR4
Caroline	A	All Category 1, 2, and 3; N4; NE4; NW4; NNE4; NNW4; WNW4
	B	PAR4
Cecil	A	All Category 1
	B	All Category 2, 3, and 4



Scenario Development

Western Shore

ATKINS

COUNTY	SCENARIO	CATEGORY / DIRECTION
Charles	A	All Category 1; N2; NE2; NNE2; NNW2; WNW2; NE3; WNW3
	B	NW2; PAR2; N3; NW3; NNE3; NNW3; PAR3; All Category 4
St. Mary's	A	All Category 1 and 2
	B	All Category 3 and 4
Calvert	A	All Category 1; N2; NE2; NW2; NNE2; NNW2; WNW2; NE3; NNE3; WNW3
	B	PAR2; N3; NE4; NNE4; NW3; NNW3; PAR3; All Category 4
Anne Arundel	A	All Category 1; N2; NE2; NW2; NNE2; NNW2; WNW2; NE3; WNW3
	B	PAR2; N3; NW3; NNE3; NNW3; PAR3; N4; NE4; NNE4; NW4; NNW4; WNW4; PAR4

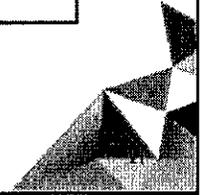


Scenario Development

Western Shore – Upper Bay

ATKINS

COUNTY	SCENARIO	CATEGORY / DIRECTION
Baltimore City	A	All Category 1 and 2
	B	All Category 3 and 4
Baltimore County	A	All Category 1 and 2
	B	All Category 3 and 4
Harford	A	All Category 1
	B	All Category 2, 3 and 4
Prince George's	A	All Category 1
	B	All Category 2, 3 and 4

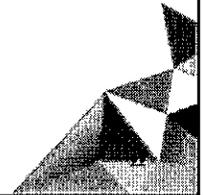


Guidelines for Review of

“Strawman” Zone Maps

ATKINS

- What you see is first/best attempt by Atkins to develop zones
- Glad to change anything county wants modified BUT county must tell us specifics
- Areas with / without population considered in simplifying zone systems
- Where possible, used local roadways for boundaries
- You can keep large maps for internal review for 2 weeks but must return to Atkins for shapefile development
- Zones will be subdivided / tweaked in the transportation modelling setup

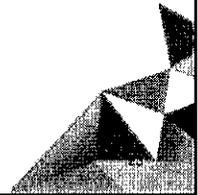


Project Schedule

ATKINS

Project schedule by task:

- Step 1 – Initial Meeting (August 18, 2017)
- Step 2 – Digest latest SLOSH products (September / October 2017)
- Step 3 – Regional / Local kickoff meetings (mid October 2017)
- Step 4 – Draft Evacuation Zone “straw man” maps (November / early December 2017)

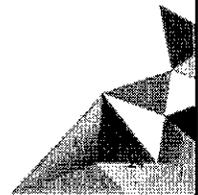


Project Schedule

ATKINS

Project schedule continued:

- Step 5 – Solicit county review / local county meetings (January 2018)
- Step 6 – Develop shapefiles of evacuation zones (March 2018)
- Step 7 – Provide electronic files documenting process to stakeholders (April 2018)



Contact Info

Mr. Don Lewis, Vice President
Atkins North America
2639 North Monroe Street, Building C
Tallahassee, Florida 32303
Office: 850.575.1800 / Cell: 850.933.4959
Email: don.lewis@atkinsglobal.com

© Atkins Limited except where stated otherwise.

The Atkins logo, 'Carbon Critical Design' and the strapline
'Plan Design Enable' are trademarks of Atkins Limited.

ATKINS

25



6

FRED E. WEBSTER, JR.
DIRECTOR

EMERGENCY SERVICES
Worcester County
GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1002
SNOW HILL, MARYLAND 21863-1193
TEL: 410-632-1311
FAX: 410-632-4686

To: Harold Higgins, Chief Administrative Officer

From: Fred Webster, Director of Emergency Services 

Re: Cedartown Exemption

Date: 7 May 2018

On 19 September 2017 the Commissioners adopted Resolution 17-21 to approval a proposal for an approved private road for Bruning Properties LLC. This would create a 200-foot extension at the easterly terminus of Cedartown Rd at the intersection of Kelly Point Lane. There was no action taken at the time in naming the lane since it failed to meet the criteria for naming of a private lane.

Since that time a permit has been applied for by another member of the Bruning family to construct a single family residence on the family farm. Attached is a letter from John Bruning, the gentleman applying for the building permit, and a second letter signed by the rest of the family requesting that their addresses remain as Cedartown Rd. Mailboxes will be posted for all the residences at the end of the lane along Cedartown Rd. In addition house numbers will be posted either at the end of the driveways or on the individual structure for purposes of identification by emergency responders.

From the emergency response prospective the Department of Emergency Services has no problem with the Bruning's proposal.

I am available to answer any questions that may arise at your convenience.

May 2, 2018

County Commissioners, Mr Higgins, Mr Webster and to whom this may concern,

I am writing this to express my feelings about issuing a 911 address to our newly deeded lot that we hope to build on very soon. It has been brought to my attention that we need to change the private road name, located at the east end of Cedartown Road. This would cause a huge inconvenience to my family members who live off of the private lane, by having to change their addresses and business addresses as well.

My grandparents deeded me a lot off of their farm to build on. My right of way on the plat goes 35' down the private lane to Cedartown road. The two existing homes located off of the private lane are owned by my Uncle Scott Bruning (8522 Cedartown Road) and my Grandfather (8513 Cedartown Road). I feel uncomfortable making them change their address simply because I am building a home on our family farm. The mailboxes are located at the end of Cedartown Road, and each driveway will be marked with the house number in case of emergency (ambulance, fire trucks, etc.) I hope you can work with us and keep our addresses on Cedartown Road.

Thank You,

John and Lauren Bruning



May 2, 2018

RE: John and Lauren Bruning, issuing a 911 address to a new construction home being built off of a private lane at the end of Cedartown Road

Dear County Commissioners, Mr. Higgins, Mr. Webster, and whom this may concern,

I am writing this to let you know that we, as a family and business members, strongly oppose the changing of Cedartown Road to Cedartown Lane. It is understood that a third dwelling off of a private lane means that the lane must be named, and all associated addresses along that lane must be changed. Changing the addresses is going to be more than a notion for all involved. These addresses are not just individual addresses, they are also business addresses. 8513 Cedartown Road is the home of Ann and Dave Bruning, also Bruning Properties llc, also Bruning Farms llc. 8522 Cedartown Road is the home of Scott and Tara Bruning and also Island Magic Beauty Inc.

All of these addresses would have to be changed, involving a big hassle of changing business information, accounts, checkbooks, etc. We do not think it is necessary to name our private road, and would like to leave our addresses as they are.

Thanks for your consideration,

Ann V. Bruning
Land Owners - D. W. Bruning Jr.

Bruning Farms LLC - Bill Bruning, owner-operator

Ann V. Bruning
Bruning Properties LLC - D. W. Bruning Jr.
Scott R. Bruning

Land Owners - Tara P. Bruning

John R. Bruning
Lauren Bruning

RESOLUTION NO. 17 - 21

**RESOLUTION APPROVING A PROPOSAL FOR
AN APPROVED PRIVATE ROAD FOR BRUNING PROPERTIES, LLC**

WHEREAS, the County Commissioners of Worcester County, Maryland received a request from Hugh Cropper, IV and Bruning Properties, LLC for approval of a certain private road and associated construction standards, said road construction standards shown on the plan attached hereto and made a part hereof; said proposed private road to be located at the easterly terminus of Cedartown Road and be an extension of such road for approximately two hundred feet, in Worcester County, Maryland; and

WHEREAS, in accordance with the provisions of § Section ZS 1-123 (Approved private roads) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland, the Worcester County Planning Commission reviewed and favorably recommended approval of the proposed approved private road known proposed by Hugh Cropper, IV and Bruning Properties, LLC at its meeting of September 7, 2017; and

WHEREAS, the County Commissioners reviewed the request at their meeting of September 19, 2017 and considered its relationship to existing and planned public roads of the County; the nature of the area to be served by the road; the desirability or necessity of public access to the areas to be served by the road; whether or not the construction and maintenance of the road is financially feasible; the proposed construction and maintenance standards; and the proposed maintenance plan and find that the use of the Approved Private Roads in this situation is warranted.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland that the request for the establishment of the approved private road and associated construction standard proposed by Hugh Cropper, IV and Bruning Properties, LLC as described herein is hereby approved.

AND, BE IT FURTHER RESOLVED that this Resolution shall take effect upon its passage.

PASSED AND ADOPTED this 19th day of September 2017.

ATTEST:

Kelly Shannahan For HLH
Harold L. Higgins - Kelly Shannahan
Chief Administrative Officer - Assistant CAO

COUNTY COMMISSIONERS OF
WORCESTER COUNTY, MARYLAND

Madison J. Bunting, Jr.
Madison J. Bunting, Jr., President

Diana Purnell
Diana Purnell, Vice President

Anthony W. Bertino, Jr.
Anthony W. Bertino, Jr.

James C. Church
James C. Church

Theodore J. Elder
Theodore J. Elder

Merrill W. Lockfaw, Jr.
Merrill W. Lockfaw, Jr.

Joseph M. Mitrecic
Joseph M. Mitrecic

LATER, ET AL
 P. 34
 7/469

20' ROADWAY E1
 N 32°32'19" E

N/F OTHER LANDS OF
 BRUNING PROPERTIES, L
 MAP 57, P. 35
 DEED: 6308/222

END OF COUNTY MAINTENANCE

CPF

CPF

CPF

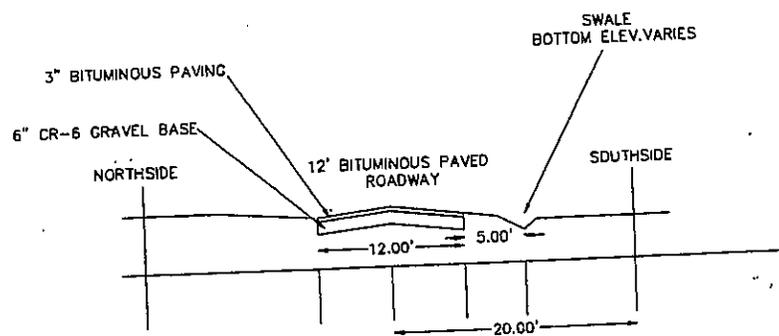
PROPOSED 40' WIDE PRIVATE ROAD

LINE	BEARING	DISTANCE
L1	N 34°02'19" E	140.00'
L2	S 55°31'20" E	92.53'
L3	S 53°11'52" E	108.44'
L4	S 36°48'08" W	140.00'
L5	N 53°11'52" W	107.61'
L6	N 55°31'20" W	91.43'

1/4" R 1/4" 2
 02°19" N

N/F OTHER LANDS OF
 BRUNING PROPERTIES, LLC
 MAP 57, P. 35
 DEED: 6308/222

TYPICAL ROADWAY X-SECTION



property as provided in this Subtitle. In case of conflict as to the proper number to be assigned to any building, the Department of Emergency Services shall determine the number of such building.

- (3) Whenever any house, building or structure shall be erected or located after the establishment of the uniform addressing system of numbering provided for herein has been completed, it shall be the duty of the property owner to procure the correct number or numbers as designated by the Department of Emergency Services for said property and to fasten said number or numbers assigned upon said building as provided by this Subtitle. Once a building permit is received by the Department of Emergency Services from the Department of Planning, Permits and Inspections, the Department of Emergency Services shall have thirty days to establish an address for that structure for which the building permit has been issued.

- (e) Provisions for the naming of private lanes. All private lanes which have three or more inhabitable structures, including houses, mobile homes, businesses or other structures, will be named by the County Commissioners. A sign will be erected which is compatible with the public roads signs currently in use by the County Roads Department but of a contrasting color. It will be the responsibility of the County Roads Department to erect said sign according to its specifications.
- (f) Applicability. The provisions of this Subtitle shall be applicable only in those portions of Worcester County which are not located within the confines of any incorporated area within the county.
- (g) Violations. Any person failing to comply with the provisions of this Subtitle shall be guilty of a civil infraction. Each day of a violation constitutes a separate offense.



7

DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863

TEL: 410-632-1200 / FAX: 410-632-3008
www.co.worcester.md.us/drp/drpindex.htm

MEMORANDUM

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICE DIVISION

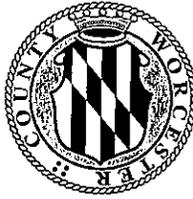
TO: Harold Higgins, Chief Administrative Officer
FROM: Edward A. Tudor, Director, Development Review and Permitting 
DATE: May 7, 2018
RE: Shady Side Village RPC – Revised Step I

.....

Attached herewith you will find a memorandum from Jennifer Keener, Zoning Administrator, regarding a proposed change to the above referenced RPC that was approved by the County Commissioners in January 2018. I believe you will find the memorandum to be thorough and self-explanatory. I wholly concur with Jennifer’s opinion that the proposed changes are minor in nature and do not require a re-application to the County Commissioners. However, should they feel differently we will be happy to advise the applicant and process a new application.

As always should you have any questions or need any additional information please let me know.

EAT: jkk
Attachment



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863
TEL: 410-632-1200 / FAX: 410-632-3008
www.co.worcester.md.us/drp/drpindex.htm

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICE DIVISION

MEMORANDUM

To: Edward A. Tudor, Director
From: Jennifer K. Keener, Zoning Administrator *JKK*
Date: April 11, 2018
Re: Shadyside Village RPC – Revised Step I

I have received an inquiry from Bob Hand on behalf his client, Kathleen Clark of Monogram Building and Design, Inc. The request is to modify the type of units provided, and reduce the density by two units. They wish to mirror the development after the section of West Harbor Village that is currently under construction. As a Residential Planned Community, any deviations from the original plan require review and approval. The question is whether the Worcester County Commissioners find this to be a material change to the Step I Concept Plan that would require re-approval from the County Commissioners.

As background, on January 2, 2018, the Worcester County Commissioners held a public hearing for the Step I Concept Plan for Shadyside Village Residential Planned Community on Old Bridge Road (Tax Map 26, Parcel 157). Subsequently, on January 16, 2018, the Commissioners signed the Findings of Fact and formally established the Residential Planned Community Floating Zone in accordance with §ZS 1-315 of the Worcester County Zoning and Subdivision Control Article.

Attached you will find the sketch plan submitted by the applicant, along with the Step I Concept Plan that was recently approved by the Worcester County Commissioners. I have reviewed the sketch plan and find that the changes proposed are as follows:

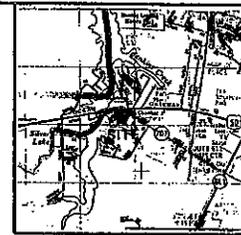
- The layout of the development remains the same, with the only significant change being the types of units (some duplex buildings becoming townhouse buildings). The entrance location, parking areas, and setbacks are all generally as originally proposed.

- The original plan was for 36 duplex units and one single-family unit. The proposed plan illustrates four duplex buildings (8 units) and nine townhouse buildings at three units each (27 units). Therefore, there is an overall reduction in the density of the project of two units.
- While the open space provided has not been stipulated on the proposed plan, the original plan well exceeded the 30% required (47% was proposed). The proposed plan should not deviate dramatically from the original approval in this regard.

Based on my review, it is my opinion that these proposed modifications do not constitute a material change in the original approval that would require a re-application of the Step I approval from the County Commissioners. Unless the County Commissioners feel differently, I will process the revision to the Step I administratively, and the applicant can then proceed with the Step II and Step III reviews.

Please let me know if you have any additional questions or concerns relative to the proposed changes.

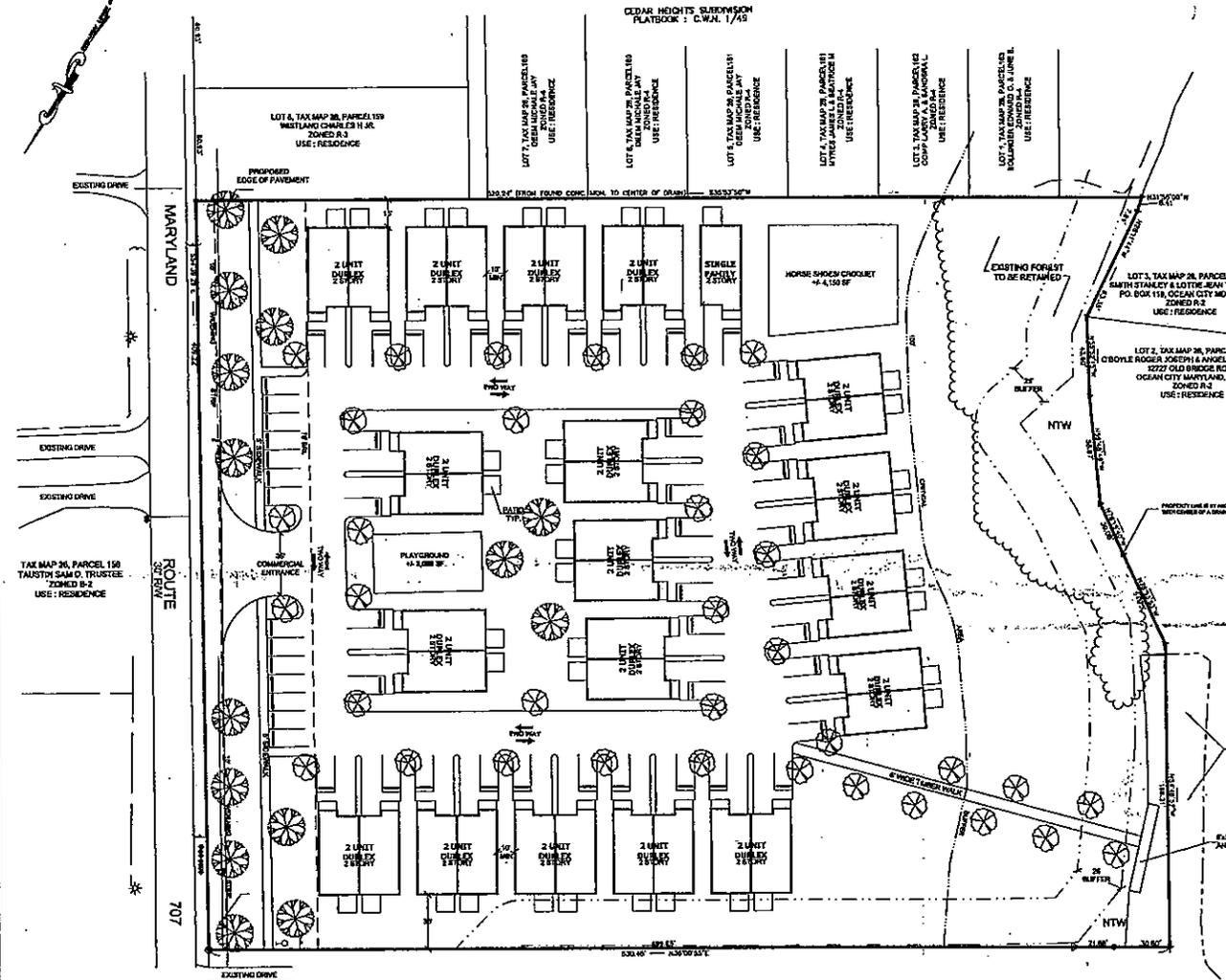
Original Step I



VICINITY MAP

SHADYSIDE VILLAGE

A RESIDENTIAL PLANNED COMMUNITY



PARCEL DESCRIPTION
 TAX MAP 26, PARCEL 157
 100 TAX CREST
 WORCESTER COUNTY, MARYLAND

PROPERTY OWNERS
 HOCOGAN BUILDING AND DESIGN INC.
 12700-01 OCEAN GATEWAY
 OCEAN CITY MARYLAND, 21842
 (410) 213-0600

SITE AREA
 EXISTING
 • 0.06 ACRES TIDAL WETLAND
 • 0.16 ACRES NON TIDAL WETLAND
 • 0.06 ACRES ROAD WIDENING
 • 4.51 ACRES UPLAND
 • 4.82 ACRES GROSS LOT AREA
 • 4.57 ACRES NET LOT AREA

EXISTING ZONING
 R-4, GENERAL RESIDENTIAL

PROPOSED USE
 RESIDENTIAL PLANNED COMMUNITY
 36 DUPLEX UNITS
 1 SINGLE FAMILY UNIT
 37 UNITS TOTAL (7.29 UNITS PER ACRE)

AREA BREAKDOWN-RESIDENTIAL ± 4.57 ACRES
 ±1-1.07 ACRES DRITS AND WALLS
 ±1-1.06 ACRES PARKING AND DRIVEWAYS
 ±1-0.14 ACRES CROQUET/HORSE SHOES/PLAYGROUND
 ±1-2.20 ACRES UPLAND OPEN SPACE
 ±1-0.18 ACRES WETLANDS OPEN SPACE

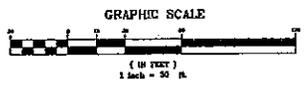
OPEN SPACE REQUIRED
 2.4 ACRES TOTAL OPEN SPACE (50% OF TOTAL SITE)
 0.7 ACRES UPLAND MEDIUM
 0.7 ACRES WETLAND MEDIUM
 0.14 ACRES ACTIVE RECREATION (10% OF REQUIRED OPEN SPACE)
 0.28 ACRES PASSIVE RECREATION (20% OF REQUIRED OPEN SPACE)

OPEN SPACE PROVIDED
 ±1-2.20 ACRES TOTAL OPEN SPACE (±1-47% OF TOTAL SITE)
 ±1-0.02 ACRES UPLAND MEDIUM
 ±1-0.18 ACRES WETLAND MEDIUM
 0.14 ACRES ACTIVE RECREATION (±1-30% OF REQUIRED OPEN SPACE)
 0.50 ACRES PASSIVE RECREATION (±1-30% OF REQUIRED OPEN SPACE)

FLOOD ZONE
 THIS SITE IS LOCATED IN FLOOD ZONE
 A/E (ELEV. 5) AND ZONE X PER FEMA
 COMMUNITY PANEL 290000010001 DATED 7-16-15

CRITICAL AREA
 THIS SITE IS LOCATED ENTIRELY WITHIN THE INTENSIVE
 DEVELOPMENT AREA (IDA) OF THE ATLANTIC COASTAL BAYS
 CRITICAL AREA

**WORCESTER COUNTY ATLANTIC COASTAL BAYS
 CRITICAL AREA LAW NOTE:**
 THIS PROPERTY LIES WITHIN THE WORCESTER COUNTY ATLANTIC COASTAL
 BAYS CRITICAL AREA. ANY AND ALL PROPOSED DEVELOPMENT MUST MEET THE
 REQUIREMENTS OF TITLE 3 (LAND AND WATER RESOURCES), SUBTITLE 1
 (ATLANTIC COASTAL BAYS CRITICAL AREA) OF THE WORCESTER COUNTY CODE
 OF PUBLIC LOCAL LAWS IN EFFECT AT THE TIME OF THIS PROPOSED DEVELOPMENT
 ACTIVITY.



CONCEPT PLAN
 TAX MAP 26, PARCEL 157
 WORCESTER COUNTY, MARYLAND

F.D. HAND AND ASSOCIATES, INC.
 LANDSCAPE ARCHITECTURE, SITE PLANNING AND FRASERVILLE
 12902 COLLINS ROAD, BETHESDA, MD. 20813 410-588-5653

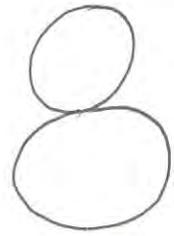
DATE: 02/11
 REVISION: 10/1/17
 DRAWN BY: B.D.HAND
 CHECK BY: B.D.HAND
 DRAWING NO.: C-1
 SCALE: 1/8"=1'-0"
 SHEET
 C-1



Worcester County
Jail

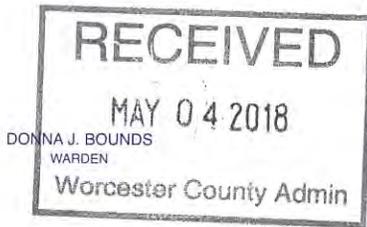
P.O. BOX 189
SNOW HILL, MARYLAND
21863

TEL: 410-632-1300
FAX: 410-632-3002



QUINTIN L. DENNIS
SECURITY

FULTON W. HOLLAND JR.
CLASSIFICATION



Harold Higgins, Chief Administrative Officer
Worcester County Administration
Room 1103 Government Center
One West Market Street
Snow Hill, MD 21863

RE: Satellite Tracking of People LLC – Blutag Electronic Ankle Monitors

Dr. Mr. Higgins,

I am submitting a request to amend the Securus Technologies contract and to begin the use of Blutag Electronic Ankle Monitors for the work release inmates. The Worcester County Jail work release program has been in operation for over 30 years. It provides court ordered work release inmates the opportunity to leave the facility (unsupervised) to continue employment in the community and to return to the jail at a designated time. While the work release program has mandatory restrictions regarding the release of the inmate into the community, the use of electronic monitoring would allow the facility to monitor the work release inmates via the electronic ankle monitor. The Satellite Tracking of People LLC is a division of Securus Technologies which is our current inmate phone vendor. Satellite Tracking of People LLC would provide all equipment for this program at no cost to the County. The Blutag ankle monitor and the offsite monitoring of participants would be completed by VeriTraks. The total cost for each participant would be \$5 a day. This fee would be in addition to the current \$12 a day fee for participation in the work release program. I am available to discuss any questions or concerns you may have in regards to the use of the Blutag Electronic Ankle Monitors.

Sincerely,

Donna J. Bounds, Warden
Worcester County Jail

**FIFTH AMENDMENT
TO
MASTER SERVICES AGREEMENT**

This **FIFTH AMENDMENT** ("Fifth Amendment") is effective as of the last date signed by either party ("Fifth Amendment Effective Date") and amends and supplements that certain Master Services Agreement by and between Securus Technologies, Inc. ("we," "us," or "Provider") and Worcester County Detention Center ("you" or "Customer") dated August 5, 2010, as subsequently amended (collectively, the "Agreement").

WHEREAS Customer and Provider are parties to the Agreement and desire to amend the terms as stated herein;

NOW, THEREFORE, as of the Fifth Amendment Effective Date and in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. Term. This Fifth Amendment shall commence on the Fifth Amendment Effective Date and shall remain in effect through October 4, 2019. Notwithstanding anything to the contrary, the terms and conditions of the Agreement shall continue to apply for so long as we continue to provide the Applications to you after the expiration or earlier termination of this Agreement.

2. STOP Monitoring. Provider will deploy STOP Monitoring products during the Term of the Agreement as more fully set forth in the STOP Schedule, attached hereto and incorporated herein by reference.

3. Address Change. Provider's Notice and Payment addresses are hereby changed to the following:

Notice Address:	Payment Address:
4000 International Parkway Carrollton, Texas 75007 Attention: General Counsel Phone: (972) 277-0335	4000 International Parkway Carrollton, Texas 75007 Attention: Accounts Payable Phone: (972) 277-0335

4. Except as expressly amended by this Fifth Amendment, all of the terms, conditions and provisions of the Agreement shall remain in full force and effect.

EXECUTED as of the Fifth Amendment Effective Date.

<p><u>CUSTOMER:</u> Worcester County Detention Center</p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p><u>PROVIDER:</u> Securus Technologies, Inc.</p> <p>By: _____</p> <p>Name: Robert Pickens</p> <p>Title: President and Chief Executive Officer</p> <p>Date: _____</p>
--	--

Please return signed contract to:

**4000 International Parkway
Carrollton, Texas 75007
Attention: Contracts Administrator
Phone: (972) 277-0300**

**EXHIBIT A
Pricing**

Category	Volume Tiers *	Price
Battery Pack	1	\$75.00 each
GPS Device (BLUtag)	1 +	\$3.25/day/unit
Monitoring Center Services	1 +	\$1.00/day/unit
Remote Breath Alcohol Device (SoberTrack)	1 +	\$4.10/day/unit

* - Average daily billable units per month

Provider provides Customer a shelf stock equal to 20% of the average daily activated units calculated at the end of the month. If the shelf stock exceeds 20%, Provider will charge Customer the per diem rate above for units in excess of 20% of the average daily activated units.

Customer desires an initial deployment of 50 BLUtag devices.

Insurance and Replacement Costs: In the event of damage to the unit caused by the tracked individuals or Customer, or if the unit is lost, the Customer will reimburse Provider based on the Replacement Cost listed below. **In lieu of Customer paying for lost/damaged units, Customer may elect below to purchase insurance at the per diem rate noted below to provide no-deductible coverage up to 15% of the average daily units billed during the preceding twelve (12) months. Any lost or damaged units above this amount will be billed in accordance with the Replacement Cost below. Election for insurance coverage must be made at the beginning of the Schedule, and remains in effect during the term of the Schedule for all billable units.** Regardless of whether insurance coverage is elected, Customer shall use its best efforts to recover all units on behalf of Provider. Provider may terminate this Schedule if lost or damaged units from this Schedule exceed 20% of the average daily units activated.

Insurance Cost	\$0.50 per day per device
----------------	---------------------------

Electing Insurance Coverage (must check one): Yes No

Replacement Cost

Part	Description	Quantity	Replacement Cost ¹
1	BLUtag Unit	1	\$ 250.00
2	BLUhome Unit (if applicable)	1	\$ 350.00
3	BLUbox (if applicable)	1	\$ 200.00
4	BLU+	1	\$ 250.00
5	Straps and direct clips for BluTag® (set comprised of one strap and four clips)	9 per unit per year	\$ 10.00
6	Charging Coupler for BLUtag/BLU+	1	\$ 25.00
7	BLUscan (if applicable)	1	\$ 350.00
8	BLUband	1	\$ 125.00
9	SoberTrack	1	\$ 400.00
10	Installation Kit	1	\$ 25.00

Note: 1 - Replacement only for lost and stolen units. Units are not available for purchase. Data and wireless plan included.

Schedule: STOP
WORCESTER COUNTY (MD)
A002999

This STOP Schedule ("Schedule") is made part of and governed by the Master Services Agreement (the "Agreement") executed by and between Worcester County Detention Center ("you" or "Customer") and Securus Technologies, Inc. ("we," "us," or "Provider"). The terms and conditions of the Agreement are incorporated herein by reference. This Schedule shall be effective as of the Fifth Amendment Effective Date (the "Effective Date") and will be coterminous with the Agreement.

Whereas Customer desires to lease and Provider, through Provider's subsidiary Satellite Tracking of People LLC ("STOP"), has agreed to provide certain products for electronic monitoring of certain individuals (the "Enrollees") and provide related services, according to the terms and conditions in this Schedule;

Now therefore, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. **Products.** The following products are hereby leased from STOP to Customer pursuant to the pricing and volume commitments contained in Exhibit "A" and shall be serviced by STOP, a wholly owned subsidiary of Provider. Title to such products shall remain with STOP and shall be promptly returned by Customer to STOP upon expiration of this Schedule in its original condition, with only reasonable wear and tear excepted:

ELECTRONIC MONITORING PRODUCTS AND SERVICE DESCRIPTIONS:

BLUtag. BLUtag is a one-piece GPS device that allows for enrollee tracking and enables Customer's supervising agent the ability to communicate with the enrollee through audible tones and or vibrations. The small, lightweight device detects and records enrollee tampering and offers optional auxiliary equipment that can transmit data using landline phone service and can confirm an enrollee's location in areas that prevent BLUtag from receiving GPS signals.

BLUband. BLUband is a RF transceiver that transmits a signal to BLUhome, our home-based RF receiver unit, to confirm when an enrollee enters or leaves their home.

BLU+. BLU+ is a dual radio frequency ("RF") and global positioning system ("GPS") monitoring device that allows a Customer's supervising agent to verify that an enrollee is at home and will also transmit a violation notice if the enrollee fails to meet established schedules or tampers with the device.

BLUhome. BLUhome is a home-based monitoring unit that receives data from BLUband and BLUtag through their RF signal. BLUhome transmits data to VeriTracks™ using either nationwide cellular phone service or landline phone service in the enrollee's home.

BLUbox. BLUbox is an optional GPS accessory used when an enrollee lives in a geographic area that obstructs the GPS signals but has good cellular phone coverage. This optional GPS auxiliary unit installs in the enrollee's home and provides additional confirmation of his or her location through an encrypted RF signal.

Stalker Alert. Stalker Alert is a notification device that notifies the Customer when a victim's mobile exclusion zone is violated. The mobile-zone is created by the Customer's supervising agent as a multi-stage exclusionary zone that moves with the victim.

VeriTracks™. VeriTracks™ is a secure, user-friendly, internet-based monitoring application that works with the STOP monitoring equipment. VeriTracks™ receives, distributes, and stores monitoring data and enrollee information (e.g. name, photo, phone number(s), physical characteristics, vehicle information).

BLUscan. BLUscan is a mobile monitoring unit that allows Customer's supervising agents to confirm the presence or absence of up to 16 BLUtag and or BLUband devices at one time, within a 300-foot range. BLUscan records the status of BLUtag and BLUband on a continuous or as needed basis and can store up to 5,000 events in its memory and can download that data to a computer.

SoberTrack. SoberTrack is a GPS-enabled handheld mobile breath alcohol monitoring unit. The SoberTrack device is a one-piece unit that is fully portable for breath alcohol testing anytime-anywhere. Enrollees blow into the disposable straw when instructed to do so by SoberTrack and the unit reports all test results to VeriTracks™ using nationwide cellular service.

Monitoring Center Services. Monitoring Center Services offer customers additional support for the receipt and management of alerts from STOP RF and GPS monitoring devices. When a Customer elects to use STOP Monitoring Center Services, technicians in the STOP monitoring center will receive event notifications from monitoring devices and will conduct the initial evaluation and investigation of the alerts following protocols developed by the Customer. Customers determine the event types and hours alerts will be managed by the STOP Monitoring Center.

2. Payment. Provider or STOP will provide Customer with monthly invoices in accordance with Exhibit A. Customer invoices are due and payable in full when presented. Customer is responsible for sales or use tax, if any, or any other similar state taxes or fees on the transactions hereunder. In the event that an invoice is not paid within 30 days, Provider reserves the right, in its sole discretion, to suspend services provided to Customer as follows:

Invoice unpaid for 31-60 days: Suspension of training services.

Invoice unpaid for 61-90 days: Suspension of ability to order additional devices and consumables.

Invoice unpaid for 91+ days: Suspension of all remaining services except for read-only access to VeriTracks™

3. Shipping. Unless otherwise agreed to by Provider or STOP, shipping of the above noted products will be done in accordance with STOP's standard shipping terms of 2nd day delivery processed the business day following receipt of the order. STOP will pay shipping costs for faulty equipment returned for repair or replacement.
4. Customer's Obligations. In addition to any obligations and responsibilities otherwise noted herein, Customer understands and acknowledges that during the term of this Schedule and any renewals thereof, it (a) is has complete authority and responsibility for the selection, management and administration of Enrollees, including but not limited to monitoring; (b) designating the monitoring level for all Enrollees monitored with the leased products; (c) identifying and making available Customer's staff during the term of this Schedule; and (d) establishing alert notification protocols and parameters.
5. General Compliance Obligations. Customer understands, acknowledges and agrees that it is Customer's sole responsibility to comply with any and all Federal, state and local laws, rules, regulations and policies applicable to the use of any STOP electronic supervision products and services ("STOP Technologies"), including, without limitation, all such laws, rules, regulations and policies or other requirements (i) governing or restricting electronic supervision of individuals, (a) relating to privacy, consumer protection, marketing, and data retention and security, and (b) applicable to Customer's access to and use of any information obtained in connection with or through the STOP Technologies ("Applicable Rules"). Customer further acknowledges, understands and agrees that Provider and STOP make no representation or warranty as to the legality of the use by Customer of the STOP Technologies or any information collected, accessible, or otherwise obtained in connection with or through such use ("STOP Information"). Provider and STOP shall have no obligation, responsibility, or liability for Customer's failure to comply with any and all Applicable Rules as a result or arising out of virtue of Customer's use of the STOP Technologies or STOP Information.
6. Security of Information. Customer acknowledges that the STOP Information includes personally identifiable information ("PII") and that it is Customer's obligation to keep all such PII secure by taking all commercially reasonable means to ensure that access is limited only to those authorized individuals or organizations. Accordingly, Customer shall (a) restrict access to the STOP Technologies and STOP Information to those law enforcement personnel who have a need to know or are otherwise expressly authorized as part of their official duties; (b) ensure that its employees (i) obtain or use STOP Information solely and exclusively for lawful purposes and (ii) transmit or disclose any such Information only as permitted or required by Applicable Rules; (c) use commercially reasonable efforts to monitor and prevent against unauthorized access to or use of the STOP Technologies and STOP Information (whether in electronic form or hard copy); (d) notify STOP immediately of any such unauthorized access or use of the STOP Technologies or Information that Customer discovers or otherwise becomes aware of; and (e) unless otherwise required by Applicable Rules, delete or otherwise purge all STOP Information stored electronically or on hard copy by Customer within ninety (90) days of initial receipt or, if a longer period is authorized or required by Applicable Rules, upon expiration of such longer period.

7. Technology Limitations (Coverage and Battery Life). Customer understands and acknowledges the limitations of the Global Positioning System ("GPS") technology and the Radio Frequency ("RF") technology employed and relied upon by the STOP Technologies. Customer understands and acknowledges that the STOP Technologies depend upon strong wireless signal coverage and that both natural and man-made variables can adversely impact or block GPS and cellular signals for brief or extended periods of time, which can lead to inaccurate data being recorded or made available through the use of STOP Technologies. Customer understands, acknowledges and agrees that GPS signals may become distorted as they reflect off natural and man-made objects (e.g., mountains, rocks, and buildings) and may be lost when the GPS unit loses line-of-sight of the GPS satellite, which can occur, for example indoors, underground, in tunnels, or underwater. Customer understands, acknowledges and agrees that lost coverage may also occur in rural areas that do not have strong GPS or wireless coverage.

Customer further understands, acknowledges, and agrees that (a) STOP Technologies are battery-powered and that an offender's failure to charge the battery on a STOP Technology device renders the transmitter and device useless and (b) the offender may tamper with the device or otherwise impede the device's ability to receive and transmit the GPS signal.

8. Condition of STOP Information. Customer understands and acknowledges that all STOP Information used and obtained in connection with the STOP Technologies is "AS IS." Customer further understands and acknowledges that STOP uses data from third-party sources, which may or may not be complete and/or accurate, and that Customer shall not rely on STOP for the accuracy or completeness of STOP Information Technologies. Customer understands and acknowledges that Customer may be restricted from accessing certain aspects of the STOP Technologies which may be otherwise available.
9. Modification and Termination. Provider reserves the right to modify, enhance, or discontinue, in its sole discretion, any of the features that are currently part of the STOP Technologies. Moreover, if Provider determines in its sole discretion that the STOP Technologies and/or Customer's use thereof (1) violates the terms and conditions set forth herein or (2) violates any Applicable Rule or (3) is reasonably likely to be so determined, Provider may, upon written notice, immediately terminate Customer's access to the STOP Technologies and shall have no further liability or responsibility to Customer with respect thereto.
10. Limitation of Liability and Warranties. Provider and STOP expressly disclaim any warranty that the STOP Technologies are impervious to tampering. Customer acknowledges, understands, and agrees that the STOP Technologies do not prevent offenders from committing harmful, tortious, or illegal acts, and that Provider and STOP expressly disclaim any liability for any harmful, tortious, or illegal acts committed by such offenders. In no event does Provider or STOP assume or bear any responsibility or liability for acts that may be committed by third parties or persons subject to or using the STOP Technologies or STOP Information.

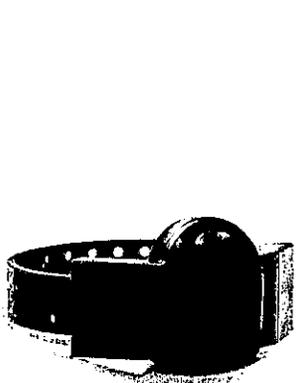
Provider and STOP shall have no liability to Customer (or to any person to whom Customer may have provided STOP Information) for any loss or injury arising out of or in connection with the STOP Technologies or Customer's use thereof. If, notwithstanding the foregoing, liability can be imposed on Provider or STOP, Customer agrees that the aggregate liability for any and all losses or injuries arising out of any act or omission of Provider or STOP in connection with the STOP Technologies, regardless of the cause of the loss or injury, and regardless of the nature of the legal or equitable right claimed to have been violated, shall never exceed \$100.00. Customer covenants and promises that it will not seek to recover from Provider or STOP an amount greater than such sum even if Customer was advised of the possibility of such damages. PROVIDER AND STOP DO NOT MAKE AND HEREBY DISCLAIM ANY WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE STOP TECHNOLOGIES. PROVIDER AND STOP DO NOT GUARANTEE OR WARRANT THE CORRECTNESS, COMPLETENESS, LEGALITY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OF THE STOP TECHNOLOGIES OR ANY STOP INFORMATION. IN NO EVENT SHALL PROVIDER OR STOP BE LIABLE FOR ANY INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, HOWEVER ARISING, INCURRED BY CUSTOMER FROM RECEIPT OR USE OF STOP INFORMATION OR AS A RESULT OF THE UNAVAILABILITY OF THE STOP TECHNOLOGIES OR STOP INFORMATION OR THE ABILITY TO MAKE USE OF SAME.

11. Indemnification. Customer hereby agrees to protect, indemnify, defend, and hold harmless Provider, STOP, and their officers, directors and employees from and against any and all costs, claims, demands, damages, losses, and liabilities arising from or in any way related to Customer's use of any of the STOP Technologies or STOP Information. Provider hereby agrees to protect, indemnify, defend, and hold harmless Customer from and against any and all costs, claims, demands, damages, losses, and liabilities arising from or in any way related to Provider's breach of the Agreement.

EXECUTED as of the Effective Date.

<p><u>CUSTOMER:</u> Worcester County Detention Center</p> <p>By: _____ Name: _____ Title: _____ Date: _____</p>	<p><u>PROVIDER:</u> Securus Technologies, Inc.</p> <p>By: _____ Name: Robert Pickens Title: President and Chief Executive Officer Date: _____</p>
---	---

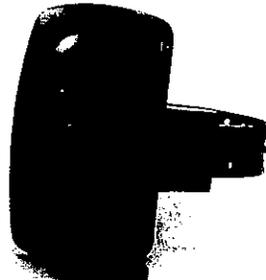
Best Location Units



BLUband™



BLUtag®



BLU+™



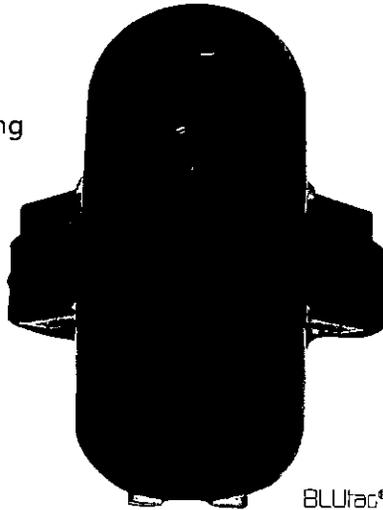
Satellite Tracking of People LLC
by SECURUS TECHNOLOGIES™

1212 North Post Oak Road, Suite 100 • Houston, Texas 77055
www.stopllc.com • www.utterbacksutterings.com • www.bluplus.net
info@stopllc.com • 866-553-9500

BLUtag

{one-piece GPS monitoring device}

Introduced in January 2005, BLUtag's GPS-based functionality has evolved so it continues to meet our customers' changing needs. Customer feedback is the basis for the enhanced and new functionality for BLUtag and our entire monitoring system. This small lightweight device is the only piece of equipment needed to effectively track the locations and movements of enrollees 24 hours a day, 365 days per year.



- > Tamper detection: GPS signal jamming and shielding, case and strap
- > One charge = 48+ hours of battery power
- > Battery charge options: traditional coupler, car charger and mobile
- > Enhanced Secondary Location Technology
- > Wi-Fi listening through public wi-fi hot-spots
- > Advanced GPS receiver
- > Anti-GPS jamming
- > Dual 3G cellular networks
- > Field-replaceable strap designed for one-time use
- > Optional Tough Strap
- > Works with BLUbox, BLUhome, BLUscan, Stalker Alert and VeriTracks

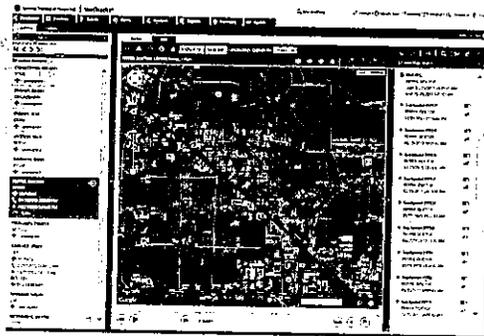
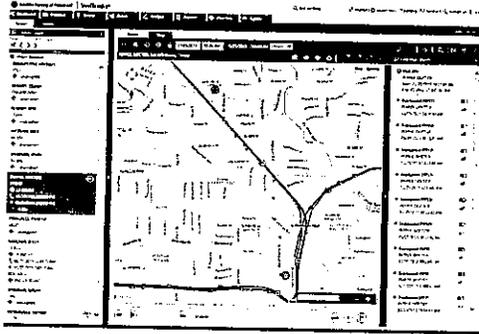


VeriTracks

{secure web-based monitoring application}

VeriTracks is the repository of enrollee information and GPS and RF monitoring data. It also receives event notifications and automatically distributes the notifications to the designated recipient(s). Access the application using any computer, smart phone or tablet with an Internet connection.

- > Multiple ways to create, assign and update GPS zones and zone schedules and RF curfews
- > Add free-form notes about anything related to enrollees, e.g., events, addresses, etc.
- > View Visits locations where enrollees spent at least five minutes
- > 300+ existing reports in the reports database
- > Multiple map views on maps provided by Google Maps™
- > Circular- or polygonal-shaped zones with date/time sensitivity
- > Robust functionality displaying enrollee associations, timeline of movements and crime scene correlation functionality
- > View/close/confirm events and add notes using an SMS client
- > Upload multiple enrollee photos
- > Initiate unlimited Location Requests and Rapid Reporting functionalities



VeriTracks®



DONNA J. BOUNDS
WARDEN

Worcester County
Jail

P.O. BOX 189
SNOW HILL, MARYLAND
21863

TEL: 410-632-1300
FAX: 410-632-3002

QUINTIN L. DENNIS
SECURITY

FULTON W. HOLLAND JR.
CLASSIFICATION

Harold Higgins, Chief Administrative Officer
Worcester County Administration
Room 1103 Government Center
One West market Street
Snow Hill, MD 21863

RE: Security Cage for 2018 Chevrolet Van

Dr. Mr. Higgins,

I am submitting a request for approval to purchase the security cage for the 2018 Chevrolet Van. I have received 3 independent quotes from Bob Barker located in Fuquay- Varina North Carolina, Tactical Conversions from Cambridge Maryland and Priority Install located in Gaithersburg, Maryland. The quotes range from \$27,700 from Bob Barker to the lowest bid by Priority Installs of \$15, 363.40. The jail has purchased a previous security cage from Priority Install and there have been no issues with the security cage. I would recommend Priority Install perform the installation of the new security cage. I am available to discuss any questions or concerns you may have in regards to the purchase of the security cage for the 2018 Chevrolet van.

Sincerely,

Donna J. Bounds, Warden
Worcester County Jail

Priority Install LLC
 8340-C Beechcraft Ave.
 Gaithersburg, MD 20879
 301-987-2046



Estimate

Date	Estimate #
5/8/2018	P4488

Not All Installs Are Created Equal

Name / Address
Worcester County Jail P.O. Box 189 5022 Joyner Road Snow Hill, MD 21863

www.priorityinstall.com

Project

Qty	Part #	Description	Price Each	Amount
1	PT-C01-100-3	Prisoner Transport Insert For 2007-2017 Chevrolet Express G-Series 2500/3500 standard length 135" wheel base cargo van- includes PT-A-917 seat belts, KKM99068 grab straps for each seat location**	11,025.00	11,025.00
8	PT-A-907	Prisoner Transport Optional Seat Dividers For Prisoner Transport Inserts	29.80	238.40
1	Labor	Installation of above	4,100.00	4,100.00

Estimates are good for 30 days. If approved, sign and send to your salesman.
 Actual shipping charges will be added to the invoice.

Approval Signature: _____

Subtotal	\$15,363.40
Sales Tax (0.0%)	\$0.00
Total	\$15,363.40



Find us on Facebook! facebook.com/priorityinstall

Tactical Conversions
 3121 Ocean Gateway
 Cambridge, MD 21613

Estimate

Date	Estimate #
5/7/2018	25

Name / Address
Worcester County Jail

Project

Description	Qty	Rate	Total
PI-C01-100-3	1	14,150.00	14,150.00
PI-A-907 included with PI-C01-100-3	8	0.00	0.00
Bulk Shipping Truck Freight 1200lbs.	1	480.00	480.00
Labor	25	65.00	1,625.00
Sales Tax		6.00%	0.00
		Total	\$16,255.00

Sales Quote

Quote Number: NC1001388761
Quote Date: 05/01/2018
Quote Expiration Date: 06/15/2018
Customer Code: WORMD1
Customer PO#:
Quoted To: Quintin Dennis
Customer Phone: 4106321300

Bob Barker

Mailing: PO Box 429, Fuquay-Varina, NC 27526-0429
Payment: PO Box 890885, Charlotte, NC 28289-0885
Phones: (800) 334-9880 Fax: (800) 322-7537
Fed I.D. #: 56-1558062

Sold To:

Worcester Cnty Jail

PO Box 189
Snow Hill, MD 21863 US

Ship To:

Worcester Cnty Jail

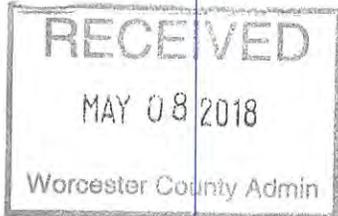
5022 Joyner Rd
Snow Hill, MD 21863 US

Product Code	Quantity	U/M	Unit Price	Amount
ZVCE-LRSWB Vancell Elite, Low Roof	1	EA	\$24700.00	\$24,700.00
OPTION1 Installation-VanCell/VC Elite	1	EA Installed by Bob Barker Co.	\$3000.00	\$3,000.00

When placing your order, please refer to this quote number.

Subtotal:	27,700.00
Freight:	0.00
Taxes:	0.00
Payment:	0.00
Total:	\$27,700.00

Quote is for budgetary purposes. Vancell is not available until 8/15/2018



10

Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MARYLAND 21863

JOHN H. TUSTIN, P.E.
DIRECTOR

MEMORANDUM

JOHN S. ROSS, P.E.
DEPUTY DIRECTOR

TO: Harold L. Higgins, Chief Administrative Officer
FROM: John H. Tustin, P.E., Director *JHT*
DATE: May 2, 2018
SUBJECT: St. Lukes Road – Speed Study

TEL: 410-632-5623
FAX: 410-632-1753

DIVISIONS

MAINTENANCE
TEL: 410-632-3766
FAX: 410-632-1753

ROADS
TEL: 410-632-2244
FAX: 410-632-0020

SOLID WASTE
TEL: 410-632-3177
FAX: 410-632-3000

FLEET MANAGEMENT
TEL: 410-632-5675
FAX: 410-632-1753

WATER AND WASTEWATER
TEL: 410-641-5251
FAX: 410-641-5185

.....
The Roads Department conducted a speed study in the vicinity of 1854 St. Lukes Road from Wednesday, May 2, 2018 thru Monday, May 7, 2018 at the request of an area resident to address complaints regarding safety concerns/speeding vehicles and for a speed limit sign to be posted. The area of concern is from Rt. 12 to Stevens Road. A copy of the survey is attached.

The results of the study combined both west bound and east bound traffic and are as follows:

- Number of Vehicles: 3,112
- Average Speed: 46 mph
- 85th Percentile: 57 mph
- Vehicles 36 mph and greater: 2,777 or 89.3%
- Vehicles >1 mph to 35 mph: 335 or 10.7%

Currently, St. Lukes Road is not posted on the Worcester County portion; therefore, a speed limit of 50 mph governs. Based on the study, 10.7% of all traffic traveled less than 36 mph and 89.3% of all traffic traveled more than 35 mph. Based on the study and nature of the geographical area, I would recommend that St. Lukes Road be posted at 50 mph on each end. This posting will allow the Sheriff's Department to police this area and provide enforcement. Also, at the request from the concerned citizen, I would recommend that School Bus Stop Ahead signs be posted on St. Lukes Road near house number 1854 to warn motorists of potential safety issues.

Should you have any questions regarding this study I will be happy to discuss them with you.

Attachment

cc: Frank Adkins

John Tustin

Subject: FW: Road Signs on St. Lukes Rd.

From: Lisa Williams [<mailto:lisa.williams212@yahoo.com>]
Sent: Tuesday, May 1, 2018 3:16 PM
To: commissioners <commissioners@co.worcester.md.us>
Subject: Road Signs on St. Lukes Rd.

Hello. I am writing you today requesting road signs nearby my home 1854 Saint Lukes Rd. We are Worcester County residents and have 2 small children of our own, our neighbors have 3 children to the left of us and neighbors to the right of us have 2 children.

Saint Lukes Rd., just outside Snow Hill runs all the way from Rt12 (SH) to Fruitland. On a daily basis cars, trucks and big 18 wheelers speed past our house. There is a bus stop in my driveway for 4-7 kids on a regular basis; about a month ago Bus #12 with Worcester County was rear ended before a child was to get on, if you check accident records it was documented. The bus was at a complete stop; lights flashed and stick out for cross walk.

Speed is posted miles away from us at 40 MPH close to Stevens Road. But none are posted from RT. 12 off Snow Hill until you get close to Stevens Road.

I am upset and concerned that for such a narrow road, people in general continue to travel at dangerous speeds and there is no bus stop or children at play sign near my home. There are tire marks from people passing other cars; cars often run off the road.

I would appreciate a response. I would like for my Commissioners to consider posted MPH speed limit signs AND a Bus Stop and or Children At Play sign.

Regards,
Lisa Williams
1854 St. Lukes Rd.
Salisbury, MD 21804
757-894-3066

May 2

Worcester County DPW - Roads Division

5764 Worcester Highway
Snow Hill, MD 21863
410-632-2244

Site Code:
Station ID:
St Lukes Road
St Lukes Road
Latitude: 0' 0.0000 Undefined

West, East	1	16	21	26	31	36	41	46	51	56	61	66	71	76	999	Total	85th Percent	95th Percent
Start Time	15	20	25	30	35	40	45	50	55	60	65	70	75	999	Total	85th Percent	95th Percent	
05/02/18	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
01:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
02:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
03:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
04:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
05:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
06:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
07:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
08:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
09:00	0	0	0	0	2	6	3	14	3	1	3	2	0	0	34	59	65	
10:00	4	0	1	0	0	4	7	8	5	3	1	0	0	0	33	54	58	
11:00	0	0	0	2	2	7	13	7	5	2	0	0	0	0	38	51	55	
12 PM	4	1	0	1	0	6	13	9	4	6	0	1	0	0	45	55	58	
13:00	2	0	0	0	1	9	9	12	8	2	2	0	0	0	45	53	59	
14:00	2	0	1	2	4	11	12	6	7	6	1	2	0	2	56	55	61	
15:00	3	0	1	2	3	21	9	5	3	8	3	4	1	0	63	59	67	
16:00	3	0	0	1	3	18	13	8	14	15	5	3	1	0	84	58	64	
17:00	1	0	1	0	3	8	17	8	12	13	1	2	0	0	66	57	59	
18:00	0	0	0	0	4	8	8	12	9	5	2	0	0	0	48	54	59	
19:00	0	0	0	0	2	3	2	6	4	3	4	2	0	0	26	62	66	
20:00	0	0	0	2	2	2	10	4	0	0	1	1	0	0	22	48	64	
21:00	0	0	0	0	0	1	4	1	3	3	2	0	0	0	14	59	63	
22:00	0	0	0	0	2	0	2	2	2	0	0	1	1	0	10	67	72	
23:00	0	0	0	0	0	2	2	2	0	1	1	0	0	0	8	58	62	
Total	19	1	4	10	28	106	124	104	79	68	26	18	3	2	592			
Percent	3.2%	0.2%	0.7%	1.7%	4.7%	17.9%	20.9%	17.6%	13.3%	11.5%	4.4%	3.0%	0.5%	0.3%				
AM Peak	10:00		10:00	11:00	09:00	11:00	11:00	09:00	10:00	10:00	09:00	09:00				11:00		
Vol.	4		1	2	2	7	13	14	5	3	3	2				38		
PM Peak	12:00	12:00	14:00	14:00	14:00	15:00	17:00	13:00	16:00	16:00	16:00	15:00	15:00	14:00	16:00			
Vol.	4	1	1	2	4	21	17	12	14	15	5	4	1	2	84			

W

May 3

Worcester County DPW - Roads Division

5764 Worcester Highway
 Snow Hill, MD 21863
 410-632-2244

Site Code:
 Station ID:
 St Lukes Road
 St Lukes Road
 Latitude: 0' 0.0000 Undefined

West, East	1	16	21	26	31	36	41	46	51	56	61	66	71	76		85th	95th
Start Time	15	20	25	30	35	40	45	50	55	60	65	70	75	999	Total	Percent	Percent
05/03/18	0	0	0	0	1	1	1	2	1	0	0	1	0	0	7	54	68
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
02:00	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	12	14
03:00	0	0	0	0	0	0	0	2	1	0	0	0	0	0	3	52	54
04:00	0	0	0	0	0	1	1	0	0	0	2	0	0	0	4	63	64
05:00	0	0	0	0	1	1	5	3	2	0	1	0	0	0	13	52	61
06:00	0	0	2	1	1	2	5	5	5	1	1	1	0	1	25	54	64
07:00	0	0	0	3	2	5	7	14	12	10	6	1	2	1	63	59	64
08:00	3	0	0	0	0	4	11	9	10	4	5	1	0	0	47	58	63
09:00	0	0	0	1	2	10	9	8	8	8	2	0	0	0	48	56	59
10:00	0	1	0	2	1	1	7	8	7	7	1	0	0	0	35	56	59
11:00	1	0	1	2	4	6	13	8	3	0	0	0	0	0	38	48	51
12 PM	1	0	1	0	4	10	8	9	5	3	1	0	0	1	43	52	58
13:00	0	1	1	1	3	10	7	9	5	3	0	1	0	0	41	52	58
14:00	0	0	0	2	0	8	18	3	2	3	4	0	0	0	40	56	62
15:00	2	0	0	0	3	12	6	10	4	3	4	2	0	0	46	58	64
16:00	0	0	0	0	5	11	14	6	7	10	14	5	1	0	73	63	67
17:00	0	0	0	1	4	7	22	17	12	7	6	5	0	0	81	59	65
18:00	0	0	0	1	0	5	12	4	6	6	3	3	1	0	41	61	68
19:00	0	0	0	0	0	2	2	10	3	1	4	0	0	0	22	60	63
20:00	0	0	0	0	3	2	5	4	1	0	1	0	0	0	16	49	60
21:00	0	0	1	0	0	4	4	4	2	1	0	0	0	0	16	51	55
22:00	0	0	0	0	2	4	1	1	0	1	1	0	1	0	11	61	72
23:00	0	0	0	0	0	1	1	0	1	1	0	0	0	0	4	57	59
Total	8	2	6	14	36	107	159	136	97	69	56	20	5	3	718		
Percent	1.1%	0.3%	0.8%	1.9%	5.0%	14.9%	22.1%	18.9%	13.5%	9.6%	7.8%	2.8%	0.7%	0.4%			
AM Peak	08:00	10:00	06:00	07:00	11:00	09:00	11:00	07:00	07:00	07:00	07:00	00:00	07:00	06:00	07:00		
Vol.	3	1	2	3	4	10	13	14	12	10	6	1	2	1	63		
PM Peak	15:00	13:00	12:00	14:00	16:00	15:00	17:00	17:00	17:00	16:00	16:00	16:00	16:00	12:00	17:00		
Vol.	2	1	1	2	5	12	22	17	12	10	14	5	1	1	81		

H

May 4

Worcester County DPW - Roads Division

5764 Worcester Highway
 Snow Hill, MD 21863
 410-632-2244

Site Code:
 Station ID:
 St Lukes Road
 St Lukes Road
 Latitude: 0° 0.0000 Undefined

West, East	1	16	21	26	31	36	41	46	51	56	61	66	71	76	85th	95th	
Start Time	15	20	25	30	35	40	45	50	55	60	65	70	75	999	Total	Percent	
05/04/18	0	0	0	0	0	0	3	0	0	0	1	0	0	0	4	62	63
01:00	0	0	0	0	0	0	1	0	0	0	1	0	0	0	2	63	64
02:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	44	44
03:00	0	0	0	0	0	0	0	1	2	0	0	0	0	0	3	53	54
04:00	1	0	0	0	0	0	0	0	0	0	0	1	0	0	2	68	69
05:00	0	0	0	0	1	1	2	2	2	1	0	0	0	2	11	54	57
06:00	1	0	1	0	3	0	9	3	6	4	0	2	1	0	30	58	68
07:00	0	0	0	0	4	5	4	11	13	7	8	3	2	0	57	62	68
08:00	0	0	0	0	1	3	7	12	4	4	6	5	1	1	44	64	68
09:00	0	0	0	0	2	2	6	2	6	2	1	0	0	0	21	54	59
10:00	11	0	0	0	1	3	7	8	3	3	0	0	1	0	37	52	58
11:00	0	0	0	0	4	3	11	7	5	2	2	0	0	0	34	53	60
12 PM	1	0	2	0	0	5	15	5	8	2	0	1	0	0	39	53	57
13:00	3	1	1	1	1	8	10	9	7	5	1	1	0	0	48	54	59
14:00	5	1	2	2	6	13	13	4	4	4	1	0	0	0	55	50	57
15:00	1	0	0	1	2	11	6	10	6	11	3	5	0	0	56	58	67
16:00	6	0	1	1	2	8	12	13	7	6	8	0	0	0	64	58	62
17:00	2	3	0	1	3	11	8	8	11	6	2	0	1	0	56	55	60
18:00	2	0	0	1	4	7	9	7	5	4	4	1	0	0	44	57	63
19:00	0	0	0	1	2	2	12	5	4	3	1	0	0	0	39	54	59
20:00	0	0	0	1	1	3	8	3	4	0	2	0	0	0	22	53	62
21:00	0	0	0	0	0	8	7	3	1	0	1	1	1	1	29	53	69
22:00	0	0	0	0	1	3	5	2	2	3	0	0	1	0	17	57	70
23:00	0	0	0	0	0	3	5	2	2	2	0	0	0	0	14	54	58
Total	33	5	7	9	38	99	161	117	102	69	42	20	8	4	714		
Percent	4.6%	0.7%	1.0%	1.3%	5.3%	13.9%	22.5%	16.4%	14.3%	9.7%	5.9%	2.8%	1.1%	0.6%			
AM Peak	10:00		06:00		07:00	07:00	11:00	08:00	07:00	07:00	07:00	08:00	07:00	05:00	07:00		
Vol.	11		1		4	5	11	12	13	7	8	5	2	2	57		
PM Peak	16:00	17:00	12:00	14:00	14:00	14:00	12:00	16:00	17:00	15:00	16:00	15:00	17:00	21:00	16:00		
Vol.	6	3	2	2	6	13	15	13	11	11	8	5	1	1	64		

Worcester County DPW - Roads Division

5764 Worcester Highway
Snow Hill, MD 21863
410-632-2244

May 5

Site Code:
Station ID:
St Lukes Road
St Lukes Road
Latitude: 0' 0.0000 Undefined

West, East

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total	85th Percent	95th Percent
05/05/18	1	0	0	1	1	3	3	0	1	0	1	0	0	0	11	51	62
01:00	0	0	0	0	0	0	0	3	0	0	0	0	0	0	3	49	49
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
03:00	0	0	0	0	0	0	0	1	1	0	0	0	0	0	2	53	54
04:00	1	0	0	0	0	1	0	0	0	0	2	0	0	0	4	63	64
05:00	1	0	0	1	1	0	0	0	1	0	0	0	0	0	4	52	54
06:00	0	0	0	0	0	3	0	3	4	1	1	0	0	0	12	55	61
07:00	0	0	0	0	0	5	2	2	5	1	0	1	0	0	16	54	65
08:00	2	0	0	0	2	4	7	5	6	7	5	0	1	0	39	60	64
09:00	1	0	0	0	0	12	7	1	8	3	0	1	0	0	33	54	58
10:00	0	0	1	1	2	4	9	7	5	5	2	1	0	0	37	57	62
11:00	2	0	1	0	1	18	9	7	3	4	0	0	1	0	46	51	58
12 PM	0	1	3	1	4	7	7	10	3	3	1	0	0	0	40	51	58
13:00	1	0	0	0	10	11	10	11	5	5	4	1	0	0	66	55	62
14:00	0	1	0	0	1	9	7	8	5	5	4	0	0	0	40	57	62
15:00	2	0	0	3	3	9	9	4	7	3	5	1	0	1	47	58	63
16:00	1	0	0	0	2	6	9	2	5	4	1	2	0	0	32	57	65
17:00	1	0	0	1	3	5	5	10	7	3	2	3	0	0	40	58	66
18:00	2	0	1	2	1	2	4	1	3	4	3	1	0	0	24	60	64
19:00	0	0	0	0	0	2	9	7	1	0	1	1	0	0	21	49	64
20:00	0	0	0	0	0	4	7	4	0	0	0	1	0	0	16	48	65
21:00	0	0	0	0	1	1	2	3	1	0	1	0	0	1	10	53	62
22:00	1	0	0	0	1	2	0	1	2	1	1	0	1	0	10	62	72
23:00	0	0	0	1	0	2	1	0	2	1	0	1	2	1	11	71	73
Total	16	2	6	11	33	110	107	90	83	50	34	14	5	3	564		
Percent	2.8%	0.4%	1.1%	2.0%	5.9%	19.5%	19.0%	16.0%	14.7%	8.9%	6.0%	2.5%	0.9%	0.5%			
AM Peak	08:00		10:00	00:00	08:00	11:00	10:00	10:00	09:00	08:00	08:00	07:00	08:00		11:00		
Vol.	2		1	1	2	18	9	7	8	7	5	1	1		46		
PM Peak	15:00	12:00	12:00	15:00	13:00	13:00	13:00	13:00	13:00	13:00	15:00	17:00	23:00	15:00	13:00		
Vol.	2	1	3	3	10	11	10	11	13	5	5	3	2	1	66		

6

May 6

Worcester County DPW - Roads Division

5764 Worcester Highway
 Snow Hill, MD 21863
 410-632-2244

Site Code:
 Station ID:
 St Lukes Road
 St Lukes Road
 Latitude: 0' 0.0000 Undefined

West, East

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total	85th Percent	95th Percent
05/06/18	0	0	0	0	0	0	3	2	2	1	0	0	0	0	8	54	57
01:00	0	0	0	0	1	0	1	0	0	1	0	1	0	0	4	67	69
02:00	0	0	0	0	1	0	1	0	0	0	0	0	0	0	2	43	44
03:00	1	0	0	0	0	0	0	0	1	0	0	0	0	0	2	53	54
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
05:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2	33	34
06:00	1	0	0	1	1	0	1	2	1	2	1	0	0	0	10	58	62
07:00	2	0	0	0	1	2	1	3	1	2	1	1	0	0	14	59	66
08:00	0	0	0	0	2	5	1	3	0	3	6	1	0	0	21	63	64
09:00	0	0	0	0	0	2	2	3	6	3	1	0	1	1	19	58	70
10:00	0	0	0	0	1	2	7	1	4	7	5	2	0	0	29	62	66
11:00	0	0	0	0	1	1	9	3	4	5	3	1	0	1	28	59	64
12 PM	1	0	1	1	2	7	11	7	7	8	3	2	0	0	50	58	64
13:00	0	0	0	0	0	5	11	9	7	6	2	1	1	1	43	58	64
14:00	0	0	1	1	1	4	11	12	2	4	1	2	0	1	40	56	65
15:00	2	0	0	0	1	10	12	5	8	4	3	5	0	0	50	60	67
16:00	2	0	0	0	0	6	5	2	9	7	3	2	0	0	36	59	65
17:00	1	0	0	1	3	4	11	5	5	2	0	1	1	1	35	53	66
18:00	0	0	2	0	2	3	9	4	3	0	3	0	1	0	27	54	64
19:00	0	0	0	0	0	0	6	4	2	3	2	2	0	0	19	62	67
20:00	2	0	0	0	1	0	6	1	0	1	1	0	0	0	12	55	61
21:00	0	0	0	0	2	1	2	2	2	1	1	2	0	0	13	65	68
22:00	0	0	0	0	0	2	3	0	2	1	1	0	0	0	9	58	62
23:00	0	0	1	0	0	0	1	0	1	1	0	0	0	0	4	57	59
Total	12	0	5	5	21	54	114	68	67	62	37	23	4	5	477		
Percent	2.5%	0.0%	1.0%	1.0%	4.4%	11.3%	23.9%	14.3%	14.0%	13.0%	7.8%	4.8%	0.8%	1.0%			
AM Peak	07:00			05:00	08:00	08:00	11:00	07:00	09:00	10:00	08:00	10:00	09:00	09:00	10:00		
Vol.	2			1	2	5	9	3	6	7	6	2	1	1	29		
PM Peak	15:00		18:00	12:00	17:00	15:00	15:00	14:00	16:00	12:00	12:00	15:00	13:00	13:00	12:00		
Vol.	2		2	1	3	10	12	12	9	8	3	5	1	1	50		

7

Worcester County DPW - Roads Division

5764 Worcester Highway
Snow Hill, MD 21863
410-632-2244

May 7

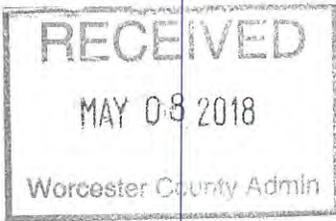
Site Code:
Station ID:
St Lukes Road
St Lukes Road
Latitude: 0' 0.0000 Undefined

West, East

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total	85th Percent	95th Percent
05/07/18	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2	54	54
01:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	44	44
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
03:00	0	0	0	0	0	0	0	0	2	0	1	0	0	0	3	62	64
04:00	2	0	0	0	0	0	0	1	0	1	0	0	0	0	4	57	58
05:00	0	0	0	0	0	0	3	2	2	3	1	0	1	1	13	60	71
06:00	0	0	1	1	0	3	3	1	7	4	2	1	1	0	24	61	69
07:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
08:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
09:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
12 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
13:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
14:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
15:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
16:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
17:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
18:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
19:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
20:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
21:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
22:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
23:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Total	2	0	1	1	0	3	7	4	13	8	4	1	2	1	47		
Percent	4.3%	0.0%	2.1%	2.1%	0.0%	6.4%	14.9%	8.5%	27.7%	17.0%	8.5%	2.1%	4.3%	2.1%			
AM Peak	04:00		06:00	06:00		06:00	05:00	05:00	06:00	06:00	06:00	06:00	05:00	05:00	06:00		
Vol.	2		1	1		3	3	2	7	4	2	1	1	1	24		
PM Peak																	
Vol.																	
Total	90	10	29	50	156	479	672	519	441	326	199	96	27	18	3112		
Percent	2.9%	0.3%	0.9%	1.6%	5.0%	15.4%	21.6%	16.7%	14.2%	10.5%	6.4%	3.1%	0.9%	0.6%			

15th Percentile : 36 MPH
50th Percentile : 45 MPH
85th Percentile : 57 MPH
95th Percentile : 64 MPH

Stats
10 MPH Pace Speed : 41-50 MPH
Number in Pace : 1191
Percent in Pace : 38.3%
Number of Vehicles > 55 MPH : 666
Percent of Vehicles > 55 MPH : 21.4%
Mean Speed(Average) : 46 MPH



11

Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MARYLAND 21863

JOHN H. TUSTIN, P.E.
DIRECTOR

JOHN S. ROSS, P.E.
DEPUTY DIRECTOR

TEL: 410-632-5623
FAX: 410-632-1753

MEMORANDUM

TO: Harold L. Higgins, Chief Administrative Officer
FROM: John H. Tustin, P.E., Director *JHT*
DATE: May 8, 2018
SUBJECT: Bid Recommendation: Landfill Cab Tractor Farm Type Off Road

DIVISIONS

MAINTENANCE
TEL: 410-632-3766
FAX: 410-632-1753

ROADS
TEL: 410-632-2244
FAX: 410-632-0020

SOLID WASTE
TEL: 410-632-3177
FAX: 410-632-3000

FLEET MANAGEMENT
TEL: 410-632-5675
FAX: 410-632-1753

WATER AND WASTEWATER
TEL: 410-641-5251
FAX: 410-641-5185

Bids were received and opened on Monday, April 23, 2018 and are attached for your review and approval. Five (5) bids were received for the purchase of One (1) Landfill Cab Tractor Farm Type Off Road to be utilized by the Department of Public Works - Solid Waste Division. Funds in the amount of \$85,000.00 were approved in the FY 2017/2018 Budget, Account Number 680.7002.9010.

Below is a list of bids received:

Vendor	Total Bid Price	Model Number	Page
Binkley & Hurst LP 22375 Sussex Highway Seaford, DE 19973	\$52,170.00	Massey Ferguson 6712	4
Binkley & Hurst LP 22375 Sussex Highway Seaford, DE 19973	\$54,245.00	Massey Ferguson 6713	9
Hoober, Inc. 6367A Stein Highway Seaford, DE 19973	\$60,800.00	Case 1H F120C C4	13
Burke Equipment Co. 11196 E. Snake RD Delmar, DE 19940	\$62,900.00	Kubota M6S	17
Atlantic Tractor Co., Inc. 31415 John Deere Drive Salisbury, MD 21804	\$85,320.38	JD 6120M	23

After carefully reviewing the bid and specifications, it is recommended that the bid be awarded to Binkley & Hurst LP for the Model# Massey Ferguson 6712 in the amount of \$52,170.00. Binkley and Hurst LP met all required specifications as outlined in the bid documents.

Should you have any questions, please do not hesitate to call me.

Attachments

cc: Mike Mitchell

Competitive Bid Worksheet

Item: Landfill Cab Tractor Farm Type Off Road for Solid Waste

Bid Deadline/Opening Date: 1:00 P.M., April 23, 2018

Bids Received by deadline = 4

Vendor's Submitting Bids

Total Delivered Price

Atlantic Tractor
31415 John Deere Drive
Salisbury, MD 21804

85,320.38 JD. 6120M

Hoober, Inc.
6367A Stein Highway
Seaford, DE 19973

60,800 Case 1# F120C-C4

Binkley & Hurst LP
22375 Sussex Highway
Seaford, DE 19973

#1) 54,245 MF-6713

#2) 52,170 MF-6712

Burke Equipment Company
11196 E. Snake Road
Delmar, DE 19940

62,900 Kubota M6S

Bid Form

I have reviewed the specifications and provisions for furnishing **One (1) Current Year Cab Tractor Farm Type Off Road** and understand the said requirements.

I hereby propose to furnish this unit as follows:

One (1) Current Year Cab Tractor Farm Type Off Road

Make: MASSEY FERGUSON Model: 6712

Delivered to: Department of Public Works - Solid Waste Division
7091 Central Site Lane, Newark, Maryland, 21841

Total Cost Per Unit: \$ 52170.⁰⁰
Total Bid Price including delivery: \$ 52170.⁰⁰
Warranty Option Cost Per Unit: \$ SEE ATTACHED *OPTIONS*

If there is any specification differences please note them when submitting your bid.

Described unit will be delivered within 120 calendar days from receipt of written order.

BID MUST BE SIGNED TO BE VALID.

Date: 23 APRIL 2018

Signature: 

Typed Name: GEORGE BRADLEY

Title: SALES CONSULTANT

Firm: BINKLEY & HURST L.P.

Address: 22375 SUSSEX HWY
SEAFORD DE 19973

Phone: 443-480-0700



MASSEY FERGUSON

5700 & 6700
Series

MASSEY FERGUSON

5710

FROM MASSEY FERGUSON

A world of experience. Working with you.

MASSEY FERGUSON

100-130 HP SPECIFICATIONS

PROPOSAL



Lititz, PA 17543 ✓
800-414-4705

Seaford, DE 19973 ✓
866-670-4705

Richland, PA 17087 ✓
888-414-7518

Kennedyville, MD 21645 ✓
888-269-0372

Dayton, VA 22821 ✓
800-735-3584

Harrisonburg, VA 22801 ✓
888-242-6424

Service Charge 1¼% per Month or 18% per Year after 30 Days

PROPOSAL SUBMITTED TO:
WORCESTER COUNTY COMMISSIONERS

STREET:

CITY, STATE, ZIP:
SNOW HILL MD

DATE:
23 APRIL 2018

PHONE:

LOCATION:
SOLID WASTE DIVISION

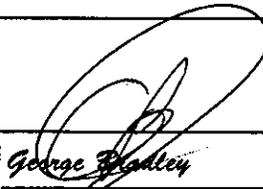
We hereby submit specifications and estimates for:

NEW MASSEY FERGUSON 6712 MFWD TRACTOR EQUIPPED AS FOLLOWS:

1. ^{120 CB}~~130~~ ENGINE HORSEPOWER, ^{100 CB}~~110~~ PTO HORSEPOWER, 4.4L 4 CYLINDER WET SLEEVE ENGINE
2. 12 SPEED ELECTRO HYDRAULIC POWER SHUTTLE, MECHANICAL FRONT WHEEL ASSIST (4 WD)
3. 540/540E/1000 RPM PTO, 3 MECHANICAL HYDRAULIC REMOTES, 25.88 GPM FLOW
4. CAT-2 3-POINT HITCH RATED AT 9390 LBS AT 24" BEHIND BALL ENDS, EXTENDABLE LOWER LINKS
5. DELUXE CAB WITH HEAT, A/C, FOOT ACCELERATOR, TOOL BOX, 80 AMP ALTERNATOR, 6 HEADLAMPS, 2 WORK LAMPS, BEACON LAMP, AM-FM RADIO, REAR WIPER AND WASHER, AIR SUSPENDED SWIVEL SEAT, SMV SIGN
6. 380/85R28 FRONT AND 460/85R38 REAR R-1 TIRES
7. 2 YEAR/2,000 HOURS FACTORY WARRANTY (3 YEAR/3,000 HOUR OPTIONAL ATTACHED)
8. OPERATOR MANUAL INCLUDED, PARTS MANUAL AVAILABLE ON LINE, SERVICE MANUAL, 5-55KG WEIGHTS (606 POUNDS), 2 9"x12" MIRRORS ON OUTSIDE OF CAB (EXTENDABLE), 1 5"x7" MIRROR MOUNTED IN CAB

We Propose hereby to provide merchandise - complete in accordance with above specifications, for the sum of: dollars (\$ 52170.00)

Payment to be made as follows:

Authorized Signature: 

Note: This proposal may be withdrawn by Binkley & Hurst LP if not accepted within 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to provide merchandise as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature 6



2017 MASSEY FERGUSON / TRACTORS - MID-RANGE / 6713

Quote#: 3147271

MFR Base Warranty Start Date: 8/23/2018
 Current Engine Hours: 1
 Equipment Retail Value: \$54,045.00
 Equipment Usage: Agriculture
 Coverage Option:

Quote Category: New
 Quote Type: All
 Quote Date: 4/23/2018
 Customer Name : WORCESTER COUNTY
 Salesperson Name: George Bradley

Note: The Protection Period shown includes the Manufacturer's base warranty period. Amounts shown below are in \$USD.

Protection Period	Plan Option	Cost	Deductible	Selected Plan
36 / 3000	Ultimate	\$4,206.00	\$0.00	
36 / 3000	Ultimate	\$3,733.00	\$250.00	
36 / 3000	Ultimate	\$3,575.00	\$500.00	
36 / 3000	Enhanced	\$2,297.00	\$0.00	
36 / 3000	Enhanced	\$1,952.00	\$250.00	
36 / 3000	Enhanced	\$1,838.00	\$500.00	
36 / 3000	Basic	\$1,023.00	\$0.00	
36 / 3000	Basic	\$869.00	\$250.00	
36 / 3000	Basic	\$819.00	\$500.00	

I hereby acknowledge that I have agreed to purchase the Extended Service Plan selected above. _____ (customer initial)

I hereby acknowledge that I have reviewed the Extended Service Plans shown above and choose to decline the purchase of any plan at this time. _____ (customer initial)

Customer Name : _____ Signature: _____ Date: _____
 (Please Print)

Salesperson Name: _____ Signature: _____ Date: _____
 (Please Print)

The above information is descriptive in nature. The precise protection purchased is subject to the terms, conditions and exclusions of the contract. Participation is subject to underwriting requirements. Plans may be changed or cancelled without notice. Capitalized terms used in this literature, unless defined herein, have the meanings assigned to them in the contract as issued.

COVERED COMPONENT MATRIX

NEW & CERTIFIED PRE-OWNED EQUIPMENT PLAN

TRACTORS

Basic

- Core Engine (Except Hang-On Attachments)
- Engine Fan and Flywheel (Includes Fan Clutch and Bearing, Excludes Tensioner and Pulley)
- Engine Lubrication System (Except Oil and Oil Filter)
- Engine Electronic Controls and Sensors
- Turbo Air Induction and Exhaust System (Except Muffler, Hoses/Tubes, Exhaust Stack and Air Filter)
- Engine Water Pump and Water Temperature Regulator
- Fuel Injection Components (High Pressure)
- Engine Drive-Line Coupler
- Transmission
- Transmission Oil Pumps, Valves, Controls, Coolers, Sensors & Switches (Includes Joystick)
- Drive-Line Shafts, U-Joints, Transfer Gears and Differential
- Final Drives and Drive Axles (Includes Internally Lubricated Components)
- Non-Powered Front Axles (Wheeled Machines Only)
- Hydro Propel Pumps, Motors, Controls Sensors and Lines/Hoses
- Creeper Drive Components, Controls and Sensors
- Differential Steering Components, Controls & Sensors (Track Tractors Only)
- Power Take Off (PTO) Components, Controls and Sensors (except friction surfaces)

Enhanced

- Hydraulic Tanks, Pumps, Oil Coolers, Motors, Controls and Sensors (Includes Joystick and Electronic Controllers)
- Hydraulic Valves, Cylinders, Accumulators, Hoses/Lines, Quick Couplers and Swivels
- Hydraulic Oil Filter Bases (Except Filter)
- Engine Starting Aid, Starter, Alternator, Air Compressor and Engine Block Heater
- Air Conditioning Compressor, Condenser, Dryer, Orifice Tube
- Radiator, Coolant Reservoir and Coolant Hoses/Lines (Excludes Pressure Caps)
- Fuel Tanks and Tank Attached Fuel Lines and Fuel Sender
- Service Brake System Components (Except Friction Pads/Shoes and Related Wear Parts)
- Cab Frame Enclosure, Mounting, Platform and Suspension
- ROPS, FOPS and Back-Up Alarm
- Hood, Fenders Sweep/Bottom/Cylinder Guards and Ladders/Steps

- A/C Compressor Clutch
- Display and Virtual Controllers
- Electric Motors
- Electronic Control Units (ECUs)
- Electronic Transmission and Powertrain Controllers
- Gauges
- Senders
- Sensors
- Solenoids
- Temperature Control Programmers and Heater Valves (Electronic Controlled Valves)
- Wiring Harnesses
- 4 Hours of Travel Time per Repair
- Travel will be paid at an hourly rate and shall not exceed four (4) hours of the dealer's posted in-shop labor rate for all ESC qualified repairs made by the dealer within a seven (7) calendar day period, regardless of the number of mechanical breakdowns or warrantable failures of the covered machine requiring such trips

Bid Form

I have reviewed the specifications and provisions for furnishing **One (1) Current Year Cab Tractor Farm Type Off Road** and understand the said requirements.

I hereby propose to furnish this unit as follows:

One (1) Current Year Cab Tractor Farm Type Off Road

Make: MASSEY FERGUSON Model: 6713

Delivered to: Department of Public Works - Solid Waste Division
7091 Central Site Lane, Newark, Maryland, 21841

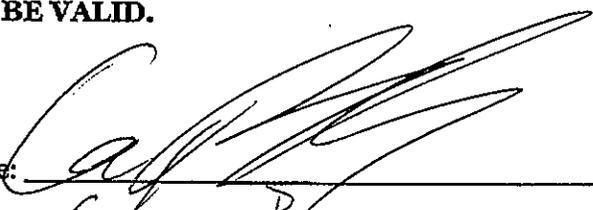
Total Cost Per Unit: \$ 54245.⁰⁰
Total Bid Price including delivery: \$ 54245.⁰⁰
Warranty Option Cost Per Unit: \$ SEE ATTACHE OPTIONS

If there is any specification differences please note them when submitting your bid.

Described unit will be delivered within 120 calendar days from receipt of written order.

BID MUST BE SIGNED TO BE VALID.

Date: 23 APRIL 2018

Signature: 

Typed Name: GEORGE BRADLEY

Title: SALES CONSULTANT

Firm: BINKLEY & HURST L.P.

Address: 22375 SUSSEX HWY
SEAFORD DE 19973

Phone: 443-480-0700

PROPOSAL



Lititz, PA 17543 √
800-414-4705

Richland, PA 17087 √
888-414-7518

Dayton, VA 22821 √
800-735-3584

Seaford, DE 19973 √
866-670-4705

Kennedyville, MD 21645 √
888-269-0372

Harrisonburg, VA 22801 √
888-242-6424

Service Charge 1% per Month or 18% per Year after 30 Days

PROPOSAL SUBMITTED TO:
WORCESTER COUNTY COMMISSIONERS

STREET:

CITY, STATE, ZIP:
SNOW HILL MD

DATE:
23 APRIL 2018

PHONE:

LOCATION:
SOLID WASTE DIVISION

We hereby submit specifications and estimates for:

NEW MASSEY FERGUSON 6713 MFWD TRACTOR EQUIPPED AS FOLLOWS:

1. 130 ENGINE HORSEPOWER, 110 PTO HORSEPOWER, 4.4L 4 CYLINDER WET SLEEVE ENGINE
2. 12 SPEED ELECTRO HYDRAULIC POWER SHUTTLE, MECHANICAL FRONT WHEEL ASSIST (4 WD)
3. 540/540E/1000 RPM PTO, 3 MECHANICAL HYDRAULIC REMOTES, 25.88 GPM FLOW
4. CAT-2 3-POINT HITCH RATED AT 9390 LBS AT 24" BEHIND BALL ENDS, EXTENDABLE LOWER LINKS
5. DELUXE CAB WITH HEAT, A/C, FOOT ACCELERATOR, TOOL BOX, 80 AMP ALTERNATOR, 6 HEADLAMPS, 2 WORK LAMPS, BEACON LAMP, AM-FM RADIO, REAR WIPER AND WASHER, AIR SUSPENDED SWIVEL SEAT, SMV SIGN
6. 380/85R28 FRONT AND 460/85R38 REAR R-1 TIRES
7. 2 YEAR/2,000 HOURS FACTORY WARRANTY (3 YEAR/3,000 HOUR OPTIONAL ATTACHED)
8. OPERATOR MANUAL INCLUDED, PARTS MANUAL AVAILABLE ON LINE, SERVICE MANUAL, 5-55KG WEIGHTS (606 POUNDS), 2 9"x12" MIRRORS ON OUTSIDE OF CAB (EXTENDABLE), 1 5"x7" MIRROR MOUNTED IN CAB

We Propose hereby to provide merchandise - complete in accordance with above specifications, for the sum of: dollars (\$ 54245.00)

Payment to be made as follows:

Authorized Signature

Note: This proposal may be withdrawn by Binkley & Hurst LP if not accepted within 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to provide merchandise as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____ 10



2017 MASSEY FERGUSON / TRACTORS - MID-RANGE / 6712

Quote#: 3147271

MFR Base Warranty Start Date: 8/23/2018
 Current Engine Hours: 1
 Equipment Retail Value: \$51,970.00
 Equipment Usage: Agriculture
 Coverage Option:

Quote Category: New
 Quote Type: All
 Quote Date: 4/23/2018
 Customer Name : WORCESTER COUNTY
 Salesperson Name: George Bradley

Note: The Protection Period shown includes the Manufacturer's base warranty period. Amounts shown below are in \$USD.

Protection Period	Plan Option	Cost	Deductible	Selected Plan
36 / 3000	Ultimate	\$4,206.00	\$0.00	
36 / 3000	Ultimate	\$3,733.00	\$250.00	
36 / 3000	Ultimate	\$3,575.00	\$500.00	
36 / 3000	Enhanced	\$2,297.00	\$0.00	
36 / 3000	Enhanced	\$1,952.00	\$250.00	
36 / 3000	Enhanced	\$1,838.00	\$500.00	
36 / 3000	Basic	\$1,023.00	\$0.00	
36 / 3000	Basic	\$869.00	\$250.00	
36 / 3000	Basic	\$819.00	\$500.00	

I hereby acknowledge that I have agreed to purchase the Extended Service Plan selected above. _____ (customer initial)

I hereby acknowledge that I have reviewed the Extended Service Plans shown above and choose to decline the purchase of any plan at this time. _____ (customer initial)

Customer Name : _____ Signature: _____ Date: _____
 (Please Print)

Salesperson Name: _____ Signature: _____ Date: _____
 (Please Print)

The above information is descriptive in nature. The precise protection purchased is subject to the terms, conditions and exclusions of the contract. Participation is subject to underwriting requirements. Plans may be changed or cancelled without notice. Capitalized terms used in this literature, unless defined herein, have the meanings assigned to them in the contract as issued.

COVERED COMPONENT MATRIX

NEW & CERTIFIED PRE-OWNED EQUIPMENT PLAN

TRACTORS

Basic

- Core Engine (Except Hang-On Attachments)
- Engine Fan and Flywheel (Includes Fan Clutch and Bearing, Excludes Tensioner and Pulley)
- Engine Lubrication System (Except Oil and Oil Filter)
- Engine Electronic Controls and Sensors
- Turbo Air Induction and Exhaust System (Except Muffler, Hoses/Tubes, Exhaust Stack and Air Filter)
- Engine Water Pump and Water Temperature Regulator
- Fuel Injection Components (High Pressure)
- Engine Drive-Line Coupler
- Transmission
- Transmission Oil Pumps, Valves, Controls, Coolers, Sensors & Switches (Includes Joystick)
- Drive-Line Shafts, U-Joints, Transfer Gears and Differential
- Final Drives and Drive Axles (Includes Internally Lubricated Components)
- Non-Powered Front Axles (Wheeled Machines Only)
- Hydro Propel Pumps, Motors, Controls Sensors and Lines/Hoses
- Creeper Drive Components, Controls and Sensors
- Differential Steering Components, Controls & Sensors (Track Tractors Only)
- Power Take Off (PTO) Components, Controls and Sensors (except friction surfaces)

Enhanced

- Hydraulic Tanks, Pumps, Oil Coolers, Motors, Controls and Sensors (Includes Joystick and Electronic Controllers)
- Hydraulic Valves, Cylinders, Accumulators, Hoses/Lines, Quick Couplers and Swivels
- Hydraulic Oil Filter Bases (Except Filter)
- Engine Starting Aid, Starter, Alternator, Air Compressor and Engine Block Heater
- Air Conditioning Compressor, Condenser, Dryer, Orifice Tube
- Radiator, Coolant Reservoir and Coolant Hoses/Lines (Excludes Pressure Caps)
- Fuel Tanks and Tank Attached Fuel Lines and Fuel Sender
- Service Brake System Components (Except Friction Pads/Shoes and Related Wear Parts)
- Cab Frame Enclosure, Mounting, Platform and Suspension
- ROPS, FOPS and Back-Up Alarm
- Hood, Fenders Sweep/Bottom/Cylinder Guards and Ladders/Steps

- A/C Compressor Clutch
- Display and Virtual Controllers
- Electric Motors
- Electronic Control Units (ECUs)
- Electronic Transmission and Powertrain Controllers
- Gauges
- Senders
- Sensors
- Solenoids
- Temperature Control Programmers and Heater Valves (Electronic Controlled Valves)
- Wiring Harnesses
- 4 Hours of Travel Time per Repair
- Travel will be paid at an hourly rate and shall not exceed four (4) hours of the dealer's posted in-shop labor rate for all ESC qualified repairs made by the dealer within a seven (7) calendar day period, regardless of the number of mechanical breakdowns or warrantable failures of the covered machine requiring such trips

Bid Form

I have reviewed the specifications and provisions for furnishing **One (1) Current Year Cab Tractor Farm Type Off Road** and understand the said requirements.

I hereby propose to furnish this unit as follows:

One (1) Current Year Cab Tractor Farm Type Off Road

Make: Case IH Model: F120C-C4

Delivered to: Department of Public Works - Solid Waste Division
7091 Central Site Lane, Newark, Maryland, 21841

Total Cost Per Unit: \$ ~~64,600~~ 60300 MRP
Total Bid Price including delivery: \$ 60,800
Warranty Option Cost Per Unit: \$ 3800.00

If there is any specification differences please note them when submitting your bid.

Described unit will be delivered within 90 calendar days from receipt of written order.

BID MUST BE SIGNED TO BE VALID.

Date: 4/20/2018

Signature: 

Typed Name: Mark R Demsey

Title: Salesman

Firm: Hooper Inc.

Address: 6367A Stein Hwy
Seaford DE 19973

Phone: 302-629-3075



Seaford, DE
19973
(302) 629-3075

Name:	Worcester County Landfill	Acct:	2660
Address:	7091 Central Site Lane	Phone:	410.632.3177
City/St/Zip:	Newark, MD 21841	Fax:	
County:	Worcester	Salesman:	MRD
		Date:	4/20/2018

**SALES QUOTATION
PURCHASE**

Qty	Tag Number	N/U	Model Code Catalog No	Machines And Attachments (INCLUDE SERIAL NUMBERS)	Selling Price
				Optional Warranty Included- 36 Month/3000 Hours Premier Warr with \$250.00 Deductable	\$3,800.00
				Delivery Charge	\$500.00
				Differences in Specifications:	
				Front Wheels- 14.9R24	
				Rear Wheels- 18.4R34	
				Lighting- Halogen Lights	

<input type="checkbox"/> Delivery <input type="checkbox"/> Will Call <input type="checkbox"/> PO#	Payment Terms: <input type="checkbox"/> Cash <input type="checkbox"/> Finance	GRAND TOTAL \$64,600.00
Requested Delivery Date: _____ Warranty Start Date: _____	Rate _____ % Term _____ Mths Retail Finance Prog #: _____ Interest Start Date: _____ Payment Start Date: _____ Payments: Amount \$ _____	TRADE ALLOWANCE \$0.00 TRADE PAYOFF DUE \$0.00 SALES TAX
Directions: _____	<input type="checkbox"/> Mthly <input type="checkbox"/> Qtrly <input type="checkbox"/> Semi-Ann <input type="checkbox"/> Annual <input type="checkbox"/> Case Physical Damage Insurance <input type="checkbox"/> Own Insurance _____ Trade Lienholder / Acct # / Date: _____ <input type="checkbox"/> Clear of Liens?	TOTAL DUE \$64,600.00 FINANCE AMOUNT CASH AMOUNT
Weight Bracket Weights #	Calcium - Rear Calcium - Front	Set Tires Other

Tag #	Yr	Make / Model / Desc / Serial# / Hours	Payoff (If Applicable)	Trade Allowance

Customer

Bid Form

I have reviewed the specifications and provisions for furnishing **One (1) Current Year Cab Tractor Farm Type Off Road** and understand the said requirements.

I hereby propose to furnish this unit as follows:

One (1) Current Year Cab Tractor Farm Type Off Road

Make: Kubota Model: M65-111SHDG

Delivered to: Department of Public Works - Solid Waste Division
7091 Central Site Lane, Newark, Maryland, 21841

Total Cost Per Unit: \$ 62,900.00

Total Bid Price including delivery: \$ 62,900.00

Warranty Option Cost Per Unit: \$ included

If there is any specification differences please note them when submitting your bid.

16 Speed TRANSMISSION 95HP ATO

Described unit will be delivered within 60 calendar days from receipt of written order.

BID MUST BE SIGNED TO BE VALID.

Date: 4/23/18

Signature: George Philip Timmons

Typed Name: George Philip Timmons

Title: Sales

Firm: Burke Equipment

Address: 111965 Snake Rd

Delmar De 19940

Phone: 302-248-7070 Cell 410-430-3388

-- Standard Features --

-- Custom Options --



Kubota

Not Available in Nebraska

M Series

M6S-111SHDC

4WD MIDSIZE UTILITY TRACTOR, ELECTRO-HYDRAULIC SHUTTLE TRANSMISSION & CAB

*** EQUIPMENT IN STANDARD MACHINE & SPECIFICATIONS ***

DIESEL ENGINE

Kubota V3800 Direct Injection
3.8L (230 cu. in.) 4 Cyl
EPA Tier 4 Final Compliant
Common Rail Electronic Fuel Injection
Electronic Engine Management
Turbocharged
12V 900 CCA Battery
Charging Output 80 amps Cab

MODEL SPECIFICATIONS

SAE Gross HP: 114
Engine Net HP: 105
Max. PTO HP: 95

EXHAUST EMISSION CONTROL TYPE

DPF System (Diesel Particulate Filter)
SCR System
DEF Tank Capacity: 4.2 Gal

HYDRAULICS / HITCH / DRAWBAR

Open Center Gear Pump
Max. Flow @ Rated Engine Speed:
Cab: 2600 RPM
Power Steering: 12.9 gpm
Impl. Flow: 17.6 gpm
Total Flow: 30.5 gpm

REMOTE VALVES

(1) SCD (Self Canceling Detent)
(1) FD (Float Detent)

3 POINT HITCH & DRAWBAR

Cat II 3-point Hitch
@ Lift Points: 4960 lbs
(ASAE) @ 24" Behind: 3858 lbs
Telescoping Lower Links
Stabilizers
Swinging Drawbar

POWER TAKE OFF

Live-Independent Hyd. PTO
SAE 1 3/8" Six Spline
540 rpm @ 2405 Eng. rpm
1000 RPM @ 2389 Eng. RPM
Optional 540/1000 standard on
2 speed PTO Model

LIGHTING

2 Headlights - Tail lights
4 Hazard Flasher Lights w/ Turn Signals
2 Grille Mounted Worklights
2 Cab Mounted Worklights
2 Rear Cab Mounted Worklights

SELECTED TIRES

AMR8558C & AMR9246C AG TIRES
FRONT - 13.6-24 R1 Goodyear Dyna Torque II TL WAF
REAR - 18.4-34 R1 Firestone Super All Traction (SAT) II CRC CAST

TRANSMISSION

16F/16R or 32F/32R Swing Shift Plus
Shuttle Shift: Electric Hydraulic
Main Shift: 8-Speed synchronized
w/swing shift
Range Shift: 2-Speed Constant Mesh
Dual Speed: 2-Speed power shift
Clutch - Multi-Plate Wet
Planetary Final Drives
Hydraulic Wet Disc Brakes

FRONT AXLE

Hydrostatic Power Steering
2WD: Steel Adjustable
4WD: Cast Iron, Bevel Gear 55 Deg
Mechanical Differential Lock
Adj. (Rim) Tread Spacing

FLUID CAPACITY

Fuel Tank Capacity: 46.2 gal
Cooling System: 2.5 gal
Crankcase: 2.8 gal
Hydraulics/Trans: 15.8 gal
Front Axle case: 1.9 gal
Bevel Gear case: 0.9 gal

INSTRUMENTS

LCD Display:
shuttle position, DEF gauge,
Clock, Travel Speed, PTO RPM,
Hour Meter, Trip Meter,
Fuel Consumption, PM Level, RPM
Memory
Oil Pressure
Fuel Gauge
Coolant Temperature
Swing Shift H/L Digital Light Indicator
4WD Indicator
Water Separator Ligh

CAB

Tilt Steering Wheel
Retractable Seat belt
12V - Outlet
Cup Holder
Coth Suspension Seat
Side view mirrors
Front wiper and washer

SAFETY EQUIPMENT

Flip-Up PTO Shield
Safety Start Switches
Electric Key Shut Off
Parking Brake
Turn Signals
SMV Sign
7-Pin Electrical Trailer Connector

M6S-111SHDC Base Price: \$70,765.00

(1) 3RD LEVER KIT FOR CAB M7659A-3RD LEVER KIT FOR CAB	\$140.00
(1) FLOAT DETENT VALVE M9669A-FLOAT DETENT VALVE	\$684.00
(1) BOLT/BAR KIT FOR FRONT WEIGHTS M9275-BOLT/BAR KIT FOR FRONT WEIGHTS	\$52.00
(8) FRONT SUITCASE WEIGHT M8071-FRONT SUITCASE WEIGHT	\$800.00
1Yr M6S-111SHDC Extended Warranty (1000 hrs.)	\$2,800.00
FACTORY ASSEMBLY	\$250.00

Suggested List Price w/ Options: \$75,491.00

AM FM RADIO

SALE PRICE

62,900.00

Page 62

7. Equipment Specifications

The following specifications represent one (1) current production model cab tractor Farm Type Off Road or equivalent for Worcester County Public Works Solid Waste Division.

1. Make, Model and Type:

John Deere; Ford; Case; Kubota; or equivalent;
Designed for general purpose usage; Minimum 120 HP,
95 PTO HP, Diesel wet sleeve engine.

114 95 PTO

2. Transmission:

12 forward and 12 reverse with power reverser minimum;
Differential lock; Heavy duty clutch;
4 Wheel Drive.

16 SP TRAWS

3. PTO and Hydraulics:

Independent 540 PTO;
3 remote hydraulics with quick couplers; Minimum 21 GPM.

4. Hitch and Drawbar:

Category 2 three point hitch; One
piece lower lift arms; Standard
drawbar.

5. Cab and Trim:

Heat and air conditioning;
Foot accelerator;
Tool box;
Heavy duty alternator;
Standard LED lights with LED amber strobe on top of cab;
AM-FM Radio;
Rear windshield wiper;
Swivel seat; SMV sign.

6. Axles, Wheels and Tires:

Standard MFWD axle;
Front Tires 380/85R28
Rear Tires 460/85R38;

34" TIRES

7. Warranty:

Minimum 2 year / 2,000 hour factory warranty;
All warranty work on equipment shall be provided on site or transported to and/or from the dealership at
dealer's cost;
Optional warranty: 3 year / 3,000 hour on engine, powertrain, and electronics.

8. Miscellaneous:

Owner's Manual;

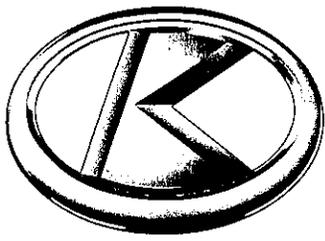
Parts Manual

Service Manual;

Minimum 600 lb. weight on front of tractor;

Mirrors on outside of cab 8" x 10";

If there is any specification differences please make sure to note them when submitting your bid.



For Earth, For Life
Kubota

M6S-111

The M6S-111 allows you to take on a variety of tasks. Ideal for hay and cattle operations, this economical machine is also great for uses such as loader work, forage operations, mowing and more. The M6S provides an ergonomical design, allowing you comfort during long hours.

Technology Driven Engine Features

The M6S has a V-3800-TierIV final engine which has a common rail fuel system, intercooler, exhaust gas recirculation. Employment of a diesel particulate filter and a selective catalytic reduction for minimized emissions. Additionally, it has Constant RPM management memory to minimize repetitive actions.

Ergonomic Operator Station

To increase operator efficiency the design of the main shift lever provides a comfortable, easy-to-use feel and better visibility of the lever's shift stages, Hi-Lo, etc. Furthermore, the loader joystick operates with exceptional smoothness and responsiveness.

F32/R32 Transmission (Factory option)

Swing Shift Plus models give you 32F/32R speeds, and allow you to operate the Swing Shift as well as the Dual speed with just one lever. Put this feature to best use when taking large load increases, working in mixed soil or during hay tool applications. An optional creep provides 16 additional slower speeds – a total of 48F/48R – for specialty applications.

F16/R16 Transmission

Kubota "Swing Shift" provides you access to 16 speeds. The synchronized main shift "H" pattern puts four speeds immediately at your disposal. The Swing Shift adds to that by actuating the electricover – hydraulic high/ low synchronized range shift for a total of eight speeds – all controlled by a single lever. If a task requires more than eight speeds, simply move the auxiliary range lever left of the

seat for eight more to equal 16F/16R. An optional creep provides eight additional slower speeds. That's 24 speed – enough for the most demanding and precise work.

Clutch Off Switch On Main Shift Lever

The clutch off switch is available on all CAB models. This feature allows you to shift a gear without using the clutch pedal. While pressing the clutch off switch, the clutch is disengaged. When the clutch off switch is released, the clutch is engaged.

High Performance Hydraulics

The M6S CAB now has two standard rear remote valves. It offers one self-cancelling detent valve and one floating detent valve. With 17.2 GPM flow and an optional third remote valve, this tractor is ready to accept implements requiring multiple valves.

Other Features

- Electro Hydraulic Shuttle
- Steering tilt angle up to 41 degrees



Specifications

Model					
Model name					
Wheel drive					
Engine					
Type (make: Kubota)		V-3800-CR-TIEF4			
Cylinders and displacement	cu. in. (cc)	4 - 3,769			
Engine power at rated RPM (97/68/EC)	HP (kW)	114 (85.1)			
Engine net power (SAE J1349)	HP (kW)	105 (78.2)			
PTO power @rated Engine RPM (OECD CODE2)	HP (kW)	95 (70.8)			
Alternator	Amp	80 (100 option)			
Rated engine speed	rpm	2600			
Fuel tank capacity	gal. (ℓ)	46.2 (175)			
Transmission					
No. of speeds	Standard	F16 R16		F32 R32 (Dual)	
	Creep (opt.)	F24 R24		F48 R48 (Dual)	
Travelling speed	mi/h (km/h)	1.3 - 23.5 (2.1 - 37.8)			
Shuttle		Electro-hydraulic			
Clutch		Wet disc electro-hydraulically operated			
Rear wheel brake		Hydraulically operated wet brakes			
Mechanical differential lock		Rear			Front & rear
PTO					
Clutch		Electronic Hydraulic			
Revolution	rpm	540		540 (540/1000 factory option)	
Hydraulics					
Type		Internal cylinder (External cylinder option)			
Draft control		Top link			
Lift capacity at 24 in. behind lift point (OECD)	lbs. (kg)	1750 (2600 option)			
Lower link		Telescopic			
Category		II			
Rear remotes		Std. 2/Max. 3 (option)			
Pump output (remote)	ℓ/min (gal/min)	65 (17.2)			
Exterior					
Bonnet		Full open			
Dimensions					
Wheel base	in. (mm)	95.9 (2435)			
Minimum ground clearance (drawbar bracket)	in. (mm)	16.9 (430)			
Tread	Front	60.6 - 80.3 (1540 - 2040)		62.2 - 66.1 (1580 - 1680)	
	rear	67.1 - 79.0 (1705 - 2005)		68.1 - 80.1 (1730 - 2035)	
Overall length	in. (mm)	163 (4145)			
Overall height (top of CAB)	in. (mm)	106 (2680)			
Width	in. (mm)	92 (2350)			
Weight (CAB)	lbs. (kg)	7341 (3330)		8973 (4070)	
Turning radius	ft. (m)	12.5 (3.8)		15.4 (4.7)	
Standard tires	Front	10.00 - 16		13.6 - 24	
	rear	18.4 - 34 Steel		18.4 - 34 Cast	

Kubota Tractor Corporation reserves the right to change the stated specifications without notice. This brochure is for descriptive purposes only and reasonable efforts were used to set forth the contained information; some items shown may be optional and some products shown may not be available at all dealerships. Kubota disclaims all representations and warranties, express or implied, or any liability from the use of this brochure. For complete warranty, safety and product information, consult your local Kubota dealer and the operator's manual. Power (HP/KW) and other specifications are based on various standards or recommended practices. For your safety, Kubota strongly recommends the use of a Rollover Protective Structure (ROPS) and seat belt in almost all applications. This brochure is intended for the United States and US territories only. For information regarding Kubota products or services outside these areas, see Kubota Corporation's global web site. Kubota does not provide parts, warranty or service for any Product which is re-sold or retailed in any country other than the country for which the Product(s) were designed or manufactured.

©2016 Kubota Corporation



KUBOTA TRACTOR CORPORATION

Kubota Tractor Corporation, 3401 Del Amo Boulevard, Torrance CA 90503
 Western Division: 1175 S. Guild Ave., Lodi, CA 95240 Tel (209) 334-9910
 Central Division: 14855 FAA Boulevard, Fort Worth, TX 76155 Tel (817) 571-0900
 Northern Division: 6300 at One Kubota Way, Groveport, OH 43125 Tel (614) 835-1100
 Southeast Division: 1025 Northbrook Parkway, Suwanee, GA 30024 Tel (770) 995-8855

Visit our web site at: www.kubota.com



Bid Form

I have reviewed the specifications and provisions for furnishing **One (1) Current Year Cab Tractor Farm Type Off Road** and understand the said requirements.

I hereby propose to furnish this unit as follows:

One (1) Current Year Cab Tractor Farm Type Off Road

Make: JD Model: 6120M

Delivered to: Department of Public Works - Solid Waste Division
7091 Central Site Lane, Newark, Maryland, 21841

Total Cost Per Unit: \$ 84820.38
Total Bid Price including delivery: \$ 85320.38
Warranty Option Cost Per Unit: \$ 2513.00

If there is any specification differences please note them when submitting your bid.

Described unit will be delivered within Dependent on order Date calendar days from receipt of written order.

BID MUST BE SIGNED TO BE VALID.

Date: 4/20/18

Signature: Gary Yontan

Typed Name: Gary Yontan

Title: Sales Rep

Firm: Atlantic Tractor

Address: ~~3750 Linkwood Dr~~ 31415 JD Drive -
~~Linkwood, MD~~ Salisbury MD 21804

Phone: 410 860 0676

JOHN DEERE 6120M (2018)

ENGINE SPECIFICATIONS

Description	John Deere PowerTech™ PSS
Engine type	Diesel, in-line, 4-cylinder, wet-sleeve cylinder liners with 4 valves-in-head
Engine family	HJDXL06.8302
Rated speed	2100 rpm
Aspiration	Turbocharged, wastegate first stage-fixed second stage, air-to-air aftercooling and cooled exhaust gas recirculation
Emission level	Final Tier 4
After treatment type	DOC/DPF/SCR
Displacement	4.5 L 275 cu in.

ENGINE PERFORMANCE

Rated power	97/68EC: 88 kW 120 hp
Rated PTO power (hp SAE)	71 kW 96 hp
Power boost (available in transport and/or mobile PTO applications)	6 percent
Engine peak torque	At 1,500 rpm: 542 Nm 400 lb-ft
PTO torque rise	35 percent

TRANSMISSION

Type	Standard: John Deere PowrQuad™ Plus 40 km/h 25 mph Optional: John Deere AutoQuad™ Plus 40 km/h John Deere CommandQuad™ Plus 40 km/h John Deere PowrQuad™ Plus 30 km/h 19 mph
------	--

HYDRAULIC SYSTEM

24

Standard lift capacity At 610 mm in front of hitching point:
2550 kg 5620 lb

Front power take-off (PTO) Electrohydraulically operated, oil cooled

PTO speed 1995 engine rpm at 1000 rpm PTO

REAR AXLE

Type Standard: Flange: 8 position steel wheels
Optional: Flange: 2 position steel wheels
2-position fixed cast wheels: 79.45 x
2555 mm 3.1 x 100.6 in. 2-position fixed
steel wheels: 79.45 x 2555 mm

Final drive type 3 planetary gear reduction

Rear differential lock Electronic multi disc oil cooled

FRONT AXLE

Type MFWD

Front axle differential lock Limited slip

STEERING

Type Dynamic load sensing, hydrostatic power

ELECTRICAL SYSTEM

Alternator size Standard: 90 amp Optional: 150 amp

Battery options 12 V

OPERATOR STATION

Seat Standard: Mechanical suspension cloth
seat Optional: Air suspension

Instructional seat Optional

Display LCD instrument cluster

Inner cab volume 2.73 m³ 96.41 cu ft

26

Cab glass area	4.79 m ² 51.56 sq ft
----------------	---------------------------------

WEIGHT

Base machine weight	---
---------------------	-----

Total	5660 kg 12478 lb
-------	---------------------

Maximum permissible weight	9150 kg 20170 lb
----------------------------	------------------

CAPACITIES

Crankcase oil volume	16 L 4.2 U.S. gal.
----------------------	--------------------

Fuel tank	195 L 51.5 U.S. gal.
-----------	----------------------

Diesel exhaust fluid (DEF) tank	13 L 3.4 U.S. gal.
---------------------------------	--------------------

Cooling system	22 L 5.8 U.S. gal.
----------------	--------------------

Transmission-hydraulic system	52 L 13.7 U.S. gal.
-------------------------------	---------------------

SERVICEABILITY

Interval for engine oil change	500 hours
--------------------------------	-----------

Interval for hydraulic/transmission oil change	1,500 hours
--	-------------

Interval for engine coolant change	6,000 hours
------------------------------------	-------------

MISCELLANEOUS

Country of manufacture	Germany
------------------------	---------

ADDITIONAL INFORMATION

Date collected	9-Feb-17
----------------	----------

27



12

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
MAUREEN F.L. HOWARTH
COUNTY ATTORNEY

COMMISSIONERS
DIANA PURNELL, PRESIDENT
THEODORE J. ELDER, VICE PRESIDENT
ANTHONY W. BERTINO, JR.
MADISON J. BUNTING, JR.
JAMES C. CHURCH
MERRILL W. LOCKFAW, JR.
JOSEPH M. MITRECIC

OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103
SNOW HILL, MARYLAND
21863-1195

No action at May 1, 2018
Meeting - pending

April 11, 2018

TO: Worcester County Commissioners
FROM: Kelly Shannahan, Assistant Chief Administrative Officer *KL*
On Behalf Of Worcester County Sewer Committee
SUBJECT: Request for Allocation of EDUs for Frontier Town Campground Expansion

Please be advised that on February 20, 2018 we received the attached request from Attorney Hugh Cropper, IV on behalf of Sun TRS Frontier LLC (the Applicant) for the allocation of an additional 40 equivalent dwelling units (EDUs) of sanitary sewer service from the Mystic Harbour Sanitary Service Area (MHSSA) for a proposed expansion of the Frontier Town Campground. The application was later amended by Mr. Cropper by an email received March 9, 2018 to request a total of 34 EDUs. The amended request was subsequently reviewed by the Worcester County Sewer Committee at our meeting on April 5, 2018. On behalf of the committee, I offer the following staff report for your consideration with regard to this request:

Background on Frontier Town Campground EDUs: Frontier Town Campground previously purchased 166 EDUs on March 30, 2017 to serve the existing campground in order to remove their current septic system. In planning for the expansion of the Mystic Harbour Wastewater Treatment Plant (WWTP), 130 EDUs were allocated to the Frontier Town Campground and 30 EDUs were allocated for the Commercial Portion of Frontier Town Campground to facilitate the removal of their septic system. This plan is documented in the EDU Allocation Table (attached) which the Maryland Department of the Environment (MDE) required the County to incorporate into our Water and Sewer Plan when MDE approved the Water and Sewer Plan Amendment needed for the MHSSA expansion. The original 30 EDUs for commercial use were reallocated on March 30, 2017 to serve existing campsites at Frontier Town. While drafting the MHSSA Sewer EDU Allocation Process, staff recognized that an additional 6 EDUs had been sold to Frontier Town Campground above and beyond the original allocation of 160 EDUs. Original calculations were that 160 EDUs were needed for the existing sites. It was later determined the number of campsites and corresponding EDUs were counted incorrectly. There were 584 existing sites and those sites needed 166 EDUs. On September 19, 2017, the County granted the extra 6

EDUs as it was consistent with the Plan and MDE's approval to provide public sewer to the existing campground. In order to properly document this purchase, the Commissioners agreed that the 6 EDUs would come from the "Infill and Intensification of Properties in Area 1" (the North Area) which was approved on September 19, 2017 upon adoption of the EDU Allocation Process.

By application dated November 27, 2017, the Applicant previously requested an additional 71 EDUs for a campground expansion to serve 213 new campsites at Frontier Town Campground. The application was subsequently denied by the County Commissioners on December 19, 2017 since such an allocation would have required amending the Allocation Table and Map in the Water and Sewerage Plan (the "Plan") which was required by the Maryland Department of the Environment (MDE) as a condition to their approval of the MHSSA expansion, would eliminate all EDUs in the South and diminish available EDUs in the North, and since the Allocation Table only allocated 160 EDUs to Frontier Town for the existing campground, and none had been allocated for future expansion of the campground. Doing otherwise would have violated the Plan unless the Plan was formally amended by the County Commissioners and approved by MDE. The decision to deny the request was subsequently appealed to the Circuit Court of Worcester County and is currently pending the Court's decision.

Summary of Current Request: The Applicant now requests an allocation of an additional 34 EDUs of sewer service from the MHSSA to provide for Phase I of the campground expansion to serve 101 of the 213 total new campsites planned by the Applicant. Phase I encompasses the 101 new campsites and a community building on the south side of the entrance road for which needed capacity is computed as follows:

$$\begin{aligned} & - 101 \text{ campsites at } 100 \text{ gallons per day (gpd) per campsite} = 10,100 \text{ gpd} \\ & \div 300 \text{ gpd/edu} = \mathbf{34 \text{ EDUs Total Request}} \end{aligned}$$

The subject property is located on the east side of Stephen Decatur Highway (MD Route 611) north of Assateague Road (MD Route 376), is approximately 199.99 acres in area, currently zoned A-2 Agricultural District, and is designated S-1 in the Plan which indicates an area of existing or planned sewer service to be built within 2-years, but does not guarantee any service or obligate the provision of services in that time frame. While a site plan has been submitted and conceptually approved by the Worcester County Planning Commission for the campground expansion, signature site plan approval is contingent upon the Applicant securing the necessary sanitary capacity from the MHSSA as approved by the County Commissioner in accordance with Resolution 17-19.

Current Available Capacity - South: There are currently 53 EDUs allocated in Area 2 (south of the airport), in which Frontier Town Campground is located, which have not yet been purchased. Remaining EDUs in all categories in Area 2 are as follows: Commercial Infill South of Airport (20 of 20 EDUs), Vacant or Multi-Lot properties (2 of 4 EDUs), Assateague Greens Executive Golf Course/Range (6 of 6 EDUs), Ocean City Airport, Clubhouse and Humane Society (0 of 32 EDUs), Church (5 of 5 EDUs), Single Family Dwellings (20 of 20 EDUs), Castaways Campground (0 of 88 EDUs), Frontier Town Campground/Commercial Portion of Frontier Town Campground (0 of 166 EDUs). Of the remaining capacity in Area 2, only the 20 EDUs for

Commercial Infill South of the Airport was allocated for new development. The other remaining 33 EDUs are intended to serve properties which will enable the replacement of septic systems for existing homes and other existing developments.

As referenced above, since Frontier Town Campground has been previously allocated and sold a total of 166 EDUs, there is presently no additional capacity available for allocation in either the "Frontier Town Campground" or "Commercial Portion of Frontier Town Campground" categories of the approved MHSSA EDU Allocation Table as referenced in the Plan. While the Commissioners may wish to consider allocating the EDUs for "Commercial Infill South of the Airport" to Frontier Town Campground, the committee notes that the 33 remaining EDUs in Area 2 are intended to serve single family residential properties or other existing developments which are needed to enable the replacement of septic systems on these properties.

Current Available Capacity - North: There are currently 294 EDUs allocated in Area 1 (north of the airport) which have not yet been purchased. These remaining EDUs have been allocated for the following uses: Infill and Intensification (148 EDUs), Vacant or Multi-Lot properties (80 EDUs), Single Family Dwellings (17 EDUs), and Commercial (49 EDUs). Should the Commissioners wish to consider re-allocating a portion of the available capacity in Area 1 north of the airport to Area 2 south of the airport, such action should be carefully considered in accordance with the established priorities of the original allocation of the sewer capacity (see explanation below), would require an amendment to the Plan and approval by MDE for such a change to shift EDUs from Area 1 to Area 2 and since the EDU Allocation Table was officially adopted as part of the Plan as required by MDE.

Background on Original Allocation of New Sewer Capacity in Mystic Harbour: The expansion of the Mystic Harbour WWTP and funding from USDA in 2008 was predicated upon the need for infill and intensification of properties along the Route 50 commercial corridor and vicinity, service to vacant or multi-lot properties, single family dwellings converting from septic systems to public sewer, and commercial properties. The Worcester County Planning Commission recommended a rating system to rank priority allocations of the additional EDUs with highest priority to (1) infill lots, (2) expansion of existing facilities, (3) replacement of septic tanks, and (4) new developments. While staff recognizes that revisions to the original allocations may be prudent from time to time, any such re-allocations should be in keeping with the original intent of the Planning Commission and the County Commissioners in 2008 when the Mystic Harbour WWTP expansion was approved and upon which the USDA committed funding for the expansion project. Furthermore, since the EDU Allocation Table was officially incorporated into the Plan as required by MDE, a change to shift EDUs from Area 2 to Area 1 would require an amendment to the Plan with the approval of MDE and concurrence that such action is in keeping with the original purpose of the expansion and the priority allocations as established by the Planning Commission. In addition, once EDUs are reallocated from one category to another and sold, they will no longer be available for the originally intended purpose.

Options for Commissioners' Action on the Request:

Option 1 - Approve the requested allocation of 34 EDUs from among the following use categories with remaining allocations:

- Area 2 (south):** 20 EDUs - Commercial Infill South of Airport
2 EDUs - Vacant or Multi-Lot properties
6 EDUs - Assateague Greens Executive Golf Course
5 EDUs - Church
20 EDUs - Single Family Dwellings
-

Note - Shifting EDUs from Area 1 to Area 2 would require a Plan amendment and MDE approval

- Area 1 (north):** 148 EDUs - Infill and Intensification
80 EDUs - Vacant or Multi-Lot properties
17 EDUs - Single Family Dwellings
49 EDUs - Commercial

Option 2 - Approve a portion of the requested 34 EDU's by allocating up to 20 of the EDUs for "Commercial Infill South of Airport" to Frontier Town Campground. These "commercial" EDUs could be allocated without sacrificing capacity for conversion of septic properties in Area 2 and since the "commercial" allocation was not previously planned for any specific property.

Option 3 - Deny the request for allocation of an additional 34 EDUs of sewer service from the MHSSA to provide for Phase I expansion of 101 campsites at Frontier Town since there is currently no remaining allocation available for that use in Area 2 without reallocating planned capacity from another use category.

The Sewer Committee will be available to answer any questions which you may have with regard to this application in order for you to make the most informed decision on this request.

NO Action
HH 5/1/18

LAW OFFICES

**BOOTH BOOTH
CROPPER & MARRINER P.C.**

CURTIS H. BOOTH
BRYNJA MCDIVITT BOOTH
HUGH CROPPER IV
THOMAS C. MARRINER*
ELIZABETH ANN EVINS
ROY B. COWDREY, JR. **

*ADMITTED IN MD & DC
** OF COUNSEL

9923 STEPHEN DECATUR HIGHWAY, #D-2
OCEAN CITY, MARYLAND 21842
(410) 213-2681

EMAIL: hcropper@bbcmlaw.com

EASTON OFFICE

130 NORTH WASHINGTON ST.
EASTON, MD 21601
(410) 822-2929
FAX (410) 820-6586

WEBSITE

www.bbcmlaw.com

February 16, 2018

Ms. Jessica Wilson, Worcester County
Treasurer's Office
Worcester County Government Center
One West Market Street, Room 1103
Snow Hill, Maryland 21863

Dear Ms. Wilson:

Please find enclosed an Application pursuant to Resolution 17-19 to transfer Forty (40) wastewater treatment EDU's in the Mystic Harbour Sanitary Service Area to the property of the Sun TRS Frontier, LLC, Worcester County Tax Map 33, Parcels 93 & 94. My client's deposit check in the amount of Forty Thousand Dollars (\$40,000.00) is attached.

Thank you, and have a great day.

Very truly yours,



Hugh Cropper, IV

HC/tgb

Enclosures

CC: Kelly Shannahan, Assistant CAO, Worcester County
Maureen Howarth, Worcester County Attorney
Mr. Tom O'Branovic, Sun Communities
Margaret M. Witherup, Esquire

Worcester County - Department of Public Works - Water and Wastewater Division
Mystic Harbour Sewer Service Application

Name: SunTRS Frontier LLC Date: 2-16-18

Mailing address: c/o Hugh Cropper IV 9923 Stephen Dec Hwy, D-2, Ocean City, MD 21842

Address of service location: 8428 Stephen Decatur Hwy, Ocean City, MD

Property identification (acct # & map/parcel): m 33. p 93-94

Type of project (circle one below):
Single Family Minor Site Plan Major Site Plan Residential Planned Community

Type of service requested (circle one): Residential Commercial

If commercial, list type of business, square footage and number of seats in restaurant (if applicable):
Campground

EDU's/gallons assigned to property: 166 EDU's to be purchased: 40

If developer new construction, will you be providing the meter (circle one): Yes No N/A

Name & license number of licensed plumber providing connection from meter to building:

Name & phone number of person to contact with regards to this application/account:
Hugh Cropper IV 410-213-2681 hcropper@bbcm.law.com

Signature: [Signature] Date: 2/16/18

Attachments required to be submitted with application:

- Single Family- Copy of permit application.
- Minor Site Plans- Copy of TRC report or documentation of administrative waiver.
- Major Site Plans- Copy of TRC report.
- Residential Planned Community- Copy of Planning Commission's findings/recommendation for Step 1.

NOTICE: Please review attached Resolution No. 17-19 which details the EDU allocation process and the time frame in which the EDUs must be utilized or returned to the County for future allocation and utilization. If mains are to be installed by applicant a separate "Small Sewer and Water Project Agreement" will be required.

OFFICE USE ONLY:

Date received: 2/20/18 By: Jessica R. Wilson

Environmental Programs approval: _____ Date: _____

Treasurer's Office approval: _____ Date: _____

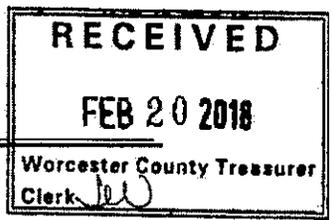
Public Work's approval: _____ Date: _____

FEES PAID:
Deposit \$1,000 per EDU X 40 (EDU's) = \$ 40,000
Remaining Balance \$6,700 per EDU X _____ (EDU's) = \$ _____

Date received: 2/20/18 By: Jessica R. Wilson

RETURN TO:
Worcester County Treasurer's Office
Attn: Jessica Wilson
P.O. Box 349
Snow Hill, MD 21863

FULL POLICY ATTACHED AND INCORPORATED.



Maureen L. Howarth

From: Hugh Cropper <hcropper@bbcmlaw.com>
Sent: Friday, March 9, 2018 11:03 AM
To: Maureen L. Howarth
Cc: Kurt Beleck; Robert Hufnagel; Witherup, Margaret; Robert Mitchell
Subject: Sun TRS Frontier

Maureen:

Inasmuch as Sun Communities intends to utilize the community building "as described" to Worcester County, I will amend my application pursuant to Resolution 17-19 from 40 EDU's to 34 EDU's.

We are ready to proceed with the application. Please make sure my previous letter gets forwarded to the Sewer Committee and the Commissioners.

Thank you, and have a great day.

Hugh Cropper IV
Booth Booth Cropper & Marriner, P.C.
9923 Stephen Decatur Highway, D-2
Ocean City, Maryland 21842
410-213-2681-Telephone
www.bbcmlaw.com

This message may contain privileged or confidential information that is protected from disclosure. If you are not the intended recipient of this message, you may not disseminate, distribute or copy it. If you have received this message in error, please delete it and notify the sender immediately by reply email or by calling 410-213-2681. Thank you.

LAW OFFICES

**BOOTH BOOTH
CROPPER & MARRINER P.C.**

CURTIS H. BOOTH
BRYNJA MCDIVITT BOOTH
HUGH CROPPER IV
THOMAS C. MARRINER*
ELIZABETH ANN EVINS
ROY B. COWDREY, JR. **

*ADMITTED IN MD & DC
** OF COUNSEL

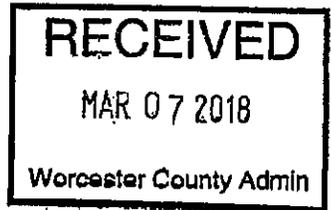
9923 STEPHEN DECATUR HIGHWAY, #D-2
OCEAN CITY, MARYLAND 21842
(410) 213-2681
EMAIL: hcropper@bbcmlaw.com

EASTON OFFICE
130 NORTH WASHINGTON ST.
EASTON, MD 21601
(410) 822-2929
FAX (410) 820-6586

WEBSITE
www.bbcmlaw.com

March 5, 2018

Maureen F.L. Howarth
County Attorney for Worcester County
Worcester County Government Center
One West Market Street, Room 1103
Snow Hill, Maryland 21863



RE: *Frontier Town Campground Expansion*

Dear Maureen:

I want to thank you for taking the time to meet with me to discuss the application of Sun TRS Frontier, LLC, pursuant to Resolution 17-19, for 40 wastewater EDU's to be allocated to the above referenced campground expansion at Frontier Town. You requested an explanation of why Sun has applied for 40 EDU's. Sun needs a minimum of 34 EDU's immediately to allow Phase I of the expansion to proceed. We simply rounded up to 40 for the application.

As we discussed, Sun paid in excess of \$40 million dollars for Frontier Town which, as part of the deal including Fort Whaley, represented a total purchase price close to \$70 million dollars. The purchase price was based upon a pro forma, which was based upon the campground expansion of approximately 200 campsites.

When Sun Communities purchased Castaways Campground, they decommissioned the existing wastewater treatment facility, purchased Mystic EDU's, and added 23 additional campsites in the area of the former drainfield (drip irrigation system). Although Frontier Town is a much bigger request, Frontier Town is a bigger campground, and there was no treatment whatsoever; the property is served by traditional drainfields.

Throughout the entire approval process for the 200 expansion campsites, which became 213 campsites once the surveyors, environmental consultants, etc. finalized their

March 5, 2018

Page Two

work, all parties have proceeded on the understanding that the EDU's for the expansion would be available.

We worked with Environmental Programs to solve significant Critical Area issues, forestry issues (outside the Critical Area), as well as the connection of the existing 585 campsites. The expansion area was downzoned from commercial to agricultural, and included a specific finding that the wastewater facilities will be adequate to serve the petitioned area. Special exceptions were granted for the proposed expansion.

Forest Conservation plats were presented, accepted, and recorded by Worcester County. These Forest Conservation plats were necessary to accommodate the campground expansion. Stormwater Management plans were generated and approved. Wetland delineations were approved. Sun Communities spent over \$500k in permitting the project (which is probably cheap). There were numerous meetings, emails, phone calls, and everyone believed that adequate sewer EDU's were available.

It is undisputed that the pump station was sized to include the 213 campsite expansion area. In fact, at one point the pump station was sized with additional capacity, to include a proposed campground at Ayres Creek Family Farm. It was MDE, not the Department of Public Works, that required a new construction permit deleting the Ayres Creek Family Farm capacity.

The pump station will be a huge asset for Worcester County. It will cost well over \$1.2 million, and the land upon which it is situated will be deeded to Worcester County. It will give Worcester County the opportunity to serve failing septic systems in the area, which otherwise would not be served. It would be impossible to serve properties like the trailers just past Buck's Place, without the regional pump station. It would not make sense to run a single pipe from Assateague Road to Mystic Harbour for a single trailer, or group of trailers.

Perhaps most importantly, the 213 campsite expansion obtained Site Plan approval from the Planning Commission. In my 29 years of practicing, I cannot think of any other project which received Site Plan approval and was then denied the necessary EDU's for the approved Site Plan. On the contrary, the Commissioners are *required* to allocate sufficient EDU's necessary to accommodate an approved Site Plan. In reliance on all of the County's approvals Sun Communities is spending literally millions of dollars on

March 5, 2018
Page Three

connecting the campground to the WWTP and upgrading the facilities. These upgrades include a new waterslide, zip line, etc., which will create numerous high paying jobs here in Worcester County, additional property taxes, hospitality taxes, as well as providing a great destination for visitors and citizens. This expansion is a good thing for Worcester County on so many levels, I cannot understand why the Commissioners are refusing to allocate the EDU's necessary for the expansion.

At no time in the entire process did anyone from the County suggest that the EDU's were not available to accommodate the expansion. To the contrary, there are numerous documents that suggest the EDU's were available.

According to the approved Site Plan, the campground expansion has two Phases. Phase I is everything on the south, or right hand side of the entrance road, which consists of 101 campsites, and a community building. Phase I requires a minimum of 34 EDU's. Phase I was designed as a unified development. An allocation of only 20 EDU's would authorize 60 campsites and would not make sense financially or logistically to mobilize equipment, construction crews, etc. to construct 60 campsites in a phase of 101 campsites. It certainly does not justify the construction of the community building. Frontier Town is a first-class campground, with first-class amenities, attracting both citizens and visitors to Worcester County.

As explained above, we believe that Sun is entitled to an allocation of the full 71 EDU's in accordance with the approved Site Plan. Without waiving our rights to pursue the remaining EDU's at a later date, we have applied for 40 EDU's in order to allow Phase I of the expansion to proceed. For the purpose of resolving the immediate EDU request, I would be willing to amend my recent request down from 40 to 34 EDU's, which is the minimum amount needed to accommodate Phase I. Phase I is a unified development, and it does not make sense to mobilize to construct a partial phase.

There is excess capacity in the north area. There are 53 EDU's remaining in the "Commercial Properties in Area I" category. Although I recently applied for five EDU's, I am not aware of any other commercial developments in the pipeline. The vast majority of commercially zoned properties are fully developed. The remainder of the commercially zoned properties are in the area of overlap with the West Ocean City Sanitary Service Area. If the Commissioners allocate 14 EDU's from this category, more than sufficient EDU's will remain to serve the few remaining undeveloped commercial

March 5, 2018
Page Four

properties. These properties appear to be completely developed. I just cannot imagine that these properties would require more Mystic EDU's. Without mentioning names, I know that at least two of those properties now have excess West Ocean City EDU's, created by virtue of the Mystic EDU purchases.

I hope this explains our position. I want to thank you for your very kind consideration. Have a great day.

Very truly yours,



Hugh Cropper, IV

HC/tgb

CC: Maggie Witherup
Kurt Beleck
Tom O'Branovic
Robert Hufnagel

The Commissioners met with Assistant Chief Administrative Officer Kelly Shannahan to review the Worcester County Sewer Committee report regarding a request from Attorney Hugh Cropper, on behalf of Sun Frontier, LLC, for allocation of an additional 71 equivalent dwelling units (EDUs) of sewer capacity from the Mystic Harbour Sanitary Service Area (SSA) for a proposed expansion of the Frontier Town Campground. Mr. Shannahan advised that Frontier Town Campground purchased 166 EDUs on March 30, 2017 to remove their septic system and serve the existing campground with public sewer. This allocation, though it reflects an increase of six additional EDUs as requested by Sun Frontier, LLC to reflect the current 584 campsites, is in keeping with the original 160 EDUs (130 EDUs for campsites and 30 EDUs for commercial) allocated to the campground by the County as part of planning for the expansion of the Mystic Harbour Wastewater Treatment Plant (WWTP) to reduce septic flow in the Atlantic Coastal Bays Critical Area. This plan is documented in the EDU Allocation Table, which the Maryland Department of the Environment (MDE) required to be incorporated into the County's Water and Sewer Plan for the Mystic Harbour Sanitary Service Area (SSA) when the plan was amended to add Frontier Town. This expansion was enabled by the expansion of the Mystic Harbour Wastewater Treatment Plant (WWTP) approved in 2008, and project funding by the United States Department of Agriculture (USDA) in 2009 was predicated on the need for infill and intensification of properties along the U.S. Rt. 50 commercial corridor and vicinity; service to vacant or multi-lot properties, single-family dwellings converting from septic systems to public sewer, and commercial properties. The Planning Commission recommended a rating system to rank priority allocations of the additional EDUs with highest priority to (1) infill lots, (2) expansion of existing facilities, then (3) replacement of septic tanks, and last (4) new development. Once EDUs are transferred from one category to another and sold, they will no longer be available for the originally intended purpose. Therefore, any transfer of allocations should be in keeping with the original intent of the Planning Commission and the County Commissioners in 2008, when the Mystic Harbour WWTP expansion was approved and upon which the USDA committed project funding. Mr. Shannahan advised that, while drafting the SSA sewer EDU Allocation Process, staff understood that the 30 EDUs previously designated for the Commercial Portion of the Frontier Town Campground were transferred and added to the original allocation of 130 EDUs for the Frontier Town Campground category, plus a transfer of 6 EDUs from the "Infill and Intensification of Properties in Area 1" category to serve the existing 584-site campground. Mr. Shannahan advised that there are currently 55 EDUs available in Area 2 (south of the Ocean City Airport) in which no additional EDUs are allocated for Frontier Town, and 298 EDUs available in Area 1 (north of the airport).

Mr. Shannahan reviewed the two options available to address Mr. Cropper's request. Option one is to deny the request for allocation, since there is currently no remaining allocation available for Frontier Town in Area 2 in accordance with the Water and Sewer Plan. Option 2 is to approve all or part of the requested allocation by transferring EDUs from among the following use categories with remaining allocations: Area 2 (south) - 20 EDUs for commercial infill, 4 EDUs for vacant or multi-lot properties, 6 EDUs for Assateague Greens Executive Golf Course, 5 EDUs for the church property, and 20 EDUs for single-family dwellings to convert from septic to public sewer; and Area 1 (north) - 148 EDUs for infill and intensification, 80 EDUs for vacant or multi-lot properties, 17 EDUs for single-family dwellings, and 53 EDUs for commercial development. In response to a question by Commissioner Bertino, Mr. Shannahan advised that

when all the available Mystic Harbour SSA sewer EDUs have been allocated, the only option to accommodate future growth would be to modify the existing Mystic Harbour WWTP to increase capacity and identify a disposal site to accommodate the additional flow, which proved most challenging for the current expansion. Public Works Deputy Director John Ross stated that such a project would take at least three to five years, to include the permit process, design phase, bidding and project construction. In response to a question by Commissioner Elder, Environmental Programs Director Bob Mitchell advised that, if there are no EDUs to serve properties with failing septic systems, property owners with failing septic systems would be required to utilize a holding tank, a costly alternative, until such time that additional EDUs became available. In response to an additional question by Commissioner Bertino, Mr. Shannahan advised that in Worcester County sewer EDUs dictate how and where the County will grow. He stated that the EDUs will sell, but how the Commissioners choose to allocate the available EDUs will dictate how the County will grow now and in the future.

Commissioner Purnell recognized Attorney Hugh Cropper.

Mr. Cropper stated that there are currently 353 EDUs available within the Mystic Harbour SSA, which the County must sell at a cost of \$7,700 per EDU to repay the USDA loan of approximately \$8 million. He stated that, though the County is in the business of selling EDUs, it is his understanding that not many EDUs have been sold to date, and his client would like to purchase an additional 71 EDUs to expand the campground. He further stated that his client has spent nearly \$1 million on plans to expand the campground, and these plans include funding a sewer line and pump station that will serve the campground, and other properties within the vicinity of the sewer pipe, which represents smart growth. In closing, he urged the Commissioners to approve this request. Commissioner Elder stated that the County is not in the business of selling EDUs. Rather their responsibility is to care for the citizens, remove properties from drainfields, and clean up the bay.

Commissioner Mitrecic supported the request and stated that 71 EDUs represents 20% of the EDUs available within the Mystic Harbour SSA, which would leave 282 EDUs available for other purposes. Commissioner Mitrecic stated concern that those residing in the Mystic Harbour SSA would be stuck repaying the USDA loan if the County is not able to sell enough EDUs, and he too supported Mr. Cropper's request. In response to a follow-up question by Commissioner Bertino, Enterprise Fund Controller Jessica Wilson advised that the County has sold enough EDUs to meet the USDA loan payments through 2019, after which the County must either sell 20 EDUs per year to continue to meet this obligation or provide the Mystic Harbour SSA with a short-term loan from the General Fund to cover the debt if the Commissioners wish to avoid passing this cost on to the current SSA customers.

Commissioner Bunting stated that he could not support the request for 71 additional EDUs, as doing so would require amending the allocation table in the water and sewer plan that would eliminate all EDUs in the South and diminish available EDUs in the North as well. He stated that the available EDUs, as outlined in the EDU Allocation Table within the County's Water and Sewer Plan, were required by MDE as a condition to their approval of the Mystic Harbour SSA expansion. He pointed out that the Allocation Table only allocated 160 EDUs to Frontier Town for the existing campground, and none had been allocated for future expansion of the campground. Likewise, he pointed out that the other EDUs in the south are for specific purposes, including the church, golf course, and single-family homes currently served by septic

systems. He urged the Commissioners to remain consistent with the plan when determining how to allocate EDUs, and he cautioned that any proposed revisions may require MDE approval through an amendment to the water and sewer plan.

Mr. Cropper urged the Commissioners to approve his client's request, noting that Sun TRS Frontier, LLC is funding the cost of an expensive pump station and sewer force main to the Mystic Harbour WWTP, which will make it possible for property owners to abandon their septic systems and connect to sewer. He stated that his clients are great citizens, but that they should not be expected to foot the cost of extending sewer down MD Rt. 611 to serve adjacent properties if their request for additional EDUs is denied.

Commissioner Lockfaw stated that the Commissioners should seriously consider the request before them, noting that they built a larger WWTP with additional capacity with the intention of selling the EDUs. He stated that the request before them represents a need for those EDUs. He stated that despite the plan the Commissioners adopted previously, the County is constantly changing, and they should be willing to amend the plan to meet those changes.

A motion by Commissioner Mitrecic to approve the request to allocate 71 Area 1 EDUs, 10 from Commercial and 61 from Infill and Intensification, for the Frontier Town Campground expansion failed 3-4, with Commissioners Church, Lockfaw, and Mitrecic voting in favor of the motion and Commissioners Bertino, Bunting, Elder, and Purnell voting in opposition.

A subsequent motion by Commissioner Bunting passed 4-3, with Commissioners Bertino, Bunting, Elder, and Purnell voting in favor of the motion and Commissioners Church, Lockfaw, and Mitrecic voting in opposition, to deny the application for the allocation of 71 EDUs of sewer service based upon his prior comments, since there is no remaining allocation available for the Frontier Town Campground in Area 2 south of the airport in accordance with the allocation table included in the Water and Sewer Master Plan and to return the EDU deposit of \$71,000.

RESOLUTION NO. 17 - 19

**RESOLUTION CREATING THE MYSTIC HARBOUR SANITARY SERVICE AREA
SEWER EDU ALLOCATION PROCESS**

WHEREAS, the Mystic Harbour Wastewater Treatment Plant (WWTP) was upgraded and expanded in 2014 to provide additional sanitary sewer treatment capability to serve residential and commercial needs of properties within the Mystic Harbour Sanitary Service Area (SSA); and

WHEREAS, the upgrade and expansion resulted in a total of 200,000 gallons per day of additional sewage treatment capacity in the Mystic Harbour WWTP which created a total of 666 new Equivalent Dwelling Units (EDUs) of sewer capacity at a rate of 300 gallons per day per EDU which are now available in the Mystic Harbour SSA; and

WHEREAS, the planning documents included in the latest approved *Worcester County Water and Sewerage Master Plan* amendment regarding the Mystic Harbour SSA identified a number of goals for the additional capacity and included a chart (attached hereto) allocating the new EDUs to different areas within the Mystic Harbour SSA for different purposes; and

WHEREAS, on March 15, 2016, the Worcester County Commissioners reviewed and approved an implementation policy for the newly available sewer EDUs in the Mystic Harbour/West Ocean City SSA Overlay Area; and

WHEREAS, upon the recommendation of the Worcester County Water and Sewer Committee, the County Commissioners have determined that it is prudent to have an allocation process in place for all 666 new sewer EDUs in the Mystic Harbour SSA, not just those aimed at the Overlay Area, to include County Commissioner approval of future allocations.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland that the following Mystic Harbour Sanitary Service Area EDU Allocation Process is hereby adopted:

1. The allocation of Mystic Harbour Sanitary Service Area sewer EDUs shall only be approved for properties with an existing demonstrated need and in connection with either a permit or plan application specifying how and where the capacity will be allocated:
 - A. The project must apply to the County Commissioners for the EDU allocation while the project is pending as follows:
 - i. Single Family Dwellings and change of use commercial spaces - The property owner or their representative must apply for and receive any needed EDU allocation prior to receiving any permit for the project. EDU(s) must be paid for in full at time of the first permit application.
 - ii. Minor Site Plans and other projects requiring administrative approvals - The project must have completed the Technical Review Committee process (when required) or the granting of an administrative waiver before applying to the County Commissioners for EDU allocation. The project must have EDU allocations prior to the project applying for final signature approval with the Zoning Administrator. A deposit shall be required upon application as detailed in

Section 1B hereof. The remaining balance to purchase the EDUs shall be paid prior to any project permit being issued.

- iii. Major Site Plans - The project must have completed the Technical Review Committee process before applying to the County Commissioners for EDU allocation. The project must have EDU allocations prior to the project applying for final site plan approval with the Planning Commission. A deposit shall be required upon application as detailed in Section 1B hereof. The remaining balance to purchase the EDUs shall be paid prior to any project permit being issued.
 - iv. Residential Planned Community (RPC) - Concurrent with Step 1 of the RPC approval process, the project shall apply to the County Commissioners for EDU allocation. The project cannot move to Step 2 of the RPC approval process without sufficient EDUs being allocated. A deposit shall be required upon application as detailed in Section 1B hereof.
- B. Included with the application shall be a \$1,000 deposit per EDU applied for. If the County Commissioners deny the allocation or if the Planning Commission fails to approve the site plan, the deposit shall be returned. If the County Commissioners approve the allocation and if the Planning Commission approves the site plan or RPC, the deposit is non-refundable.
 - C. If the project approvals expire, the project shall lose its allocation of EDUs. The County shall return the amount paid to purchase the EDUs less the non-refundable deposit.
 - D. If after one year of the project having EDUs allocated to it, a building permit has still not been issued for the project, an additional deposit of \$1,000 per EDU per year shall be required for each year of additional reservation of service up to a maximum of five years. No reservation shall be allowed beyond five years. The additional deposit shall be paid not less than 60 days prior to the anniversary date of the original allocation approval. If the additional deposit is not paid as required or if five years elapses, the EDU allocation shall be null and void and all prior deposits shall be forfeited.
 - E. Applications shall be submitted to: Worcester County Administration, Government Center - Room 1103, One West Market Street, Snow Hill, MD 21863.
2. There shall be no transfers of sewer allocations permitted in the Mystic Harbour Sanitary Service Area (MHSSA) by property owners who have excess capacity allocated to their properties. In the event that excess sewer capacity exists on a property as a result of changes or modifications to the original development plan, any and all excess capacity shall revert to the MHSSA two years after the issuance of the certificate of occupancy for the last building shell in the project. The property owner shall only be entitled to the return of the amount of the original price paid to the County for the EDUs less the non-refundable deposit. The property owner shall be notified in writing of the forfeiture of the unused capacity. Such notice shall be sent by registered mail to the property owner(s) address as identified on the tax assessment rolls as maintained by the Maryland Department of Assessments and Taxation.
 3. The current equity contribution in fiscal year 2018 (FY18) for each Mystic Harbour Sanitary Service Area sewer EDU is \$7,700, with quarterly debt service payments of \$54 per EDU

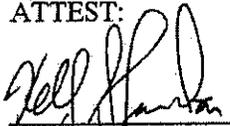
thereafter until the debt is paid in full. The equity contribution will be recalculated each fiscal year to include the debt service from the prior year. Quarterly debt service payments may be adjusted in the future to pay for additional debt incurred by the Mystic Harbour Sanitary Service Area,

4. Upon allocation of the EDUs, accessibility charges as established in the annual budget for the Mystic Harbour Sanitary Service Area shall become due and payable on a quarterly basis. The current accessibility charge is \$150 per quarter per EDU. Accessibility charges are non-refundable should the applicant fail to utilize the allocated EDUs.

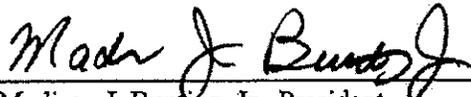
AND, BE IT FURTHER RESOLVED that this Resolution shall take effect upon its passage.

PASSED AND ADOPTED this 19th day of September, 2017.

ATTEST:


Harbid L. Higgins - Kelly Shanahan
Chief Administrative Officer; Assistant CAO

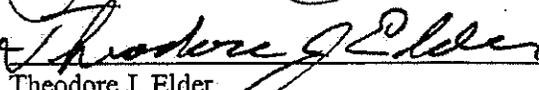
COUNTY COMMISSIONERS OF
WORCESTER COUNTY, MARYLAND


Madison J. Bunting, Jr., President


Diana Burnell, Vice President


Anthony W. Bertino, Jr.


James C. Church


Theodore J. Elder


Merrill W. Lockfaw, Jr.


Joseph M. Mitrecic

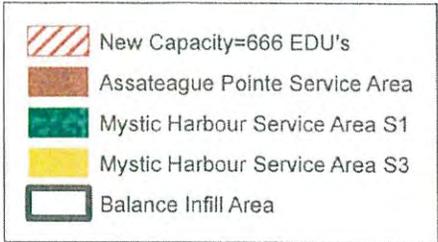
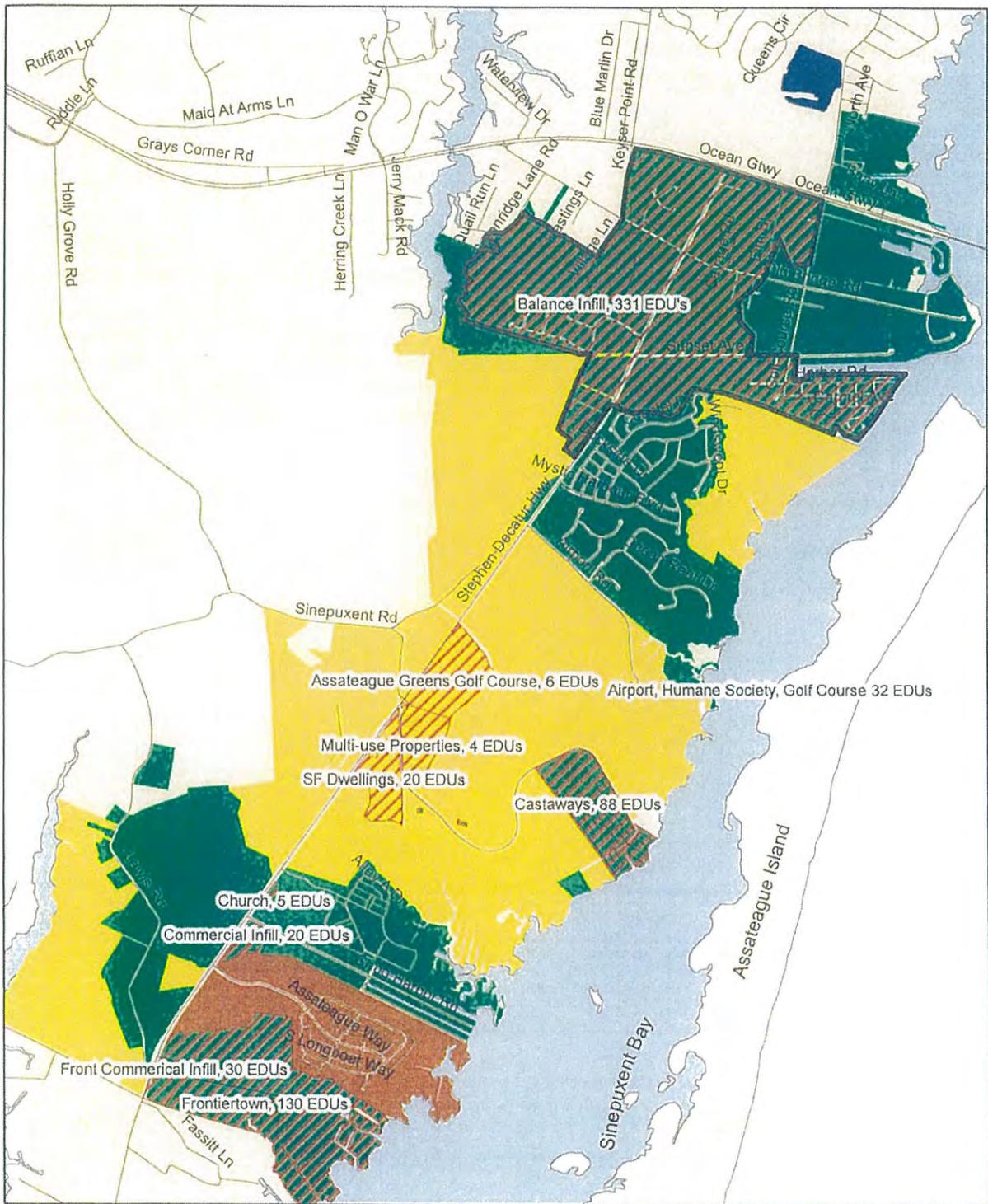
Allocation of Sewer EDUs in Mystic Harbour Sanitary Service Area (New Capacity as of 4/17/18)

North of Airport, North of Antique Road, East and West of Route 611 - "Area 1"	Original Allocation	Current Adjusted Allocation	Sold and In Service	Sold and Not In Service	Remaining Allocation	Footnotes
Infill and Intensification of Properties in "Area 1"	154	148	0	0	148	3
Vacant or Multi-lot Properties in "Area 1"	80	80	0	0	80	
Single Family Dwellings	17	17	0	0	17	
Commercial Properties in "Area 1"	80	80	0	31	49	4, 5, 7, 8
Subtotal EDUs in "Area 1"	331	325	0	31	294	
Airport and South of Airport, East of Route 611 - "Area 2"						
Commercial Infill South of Airport	20	20	0	0	20	
Vacant or Multi-lot Properties	4	4	0	2	2	6
Assateague Greens Executive Golf Course/Range-9-holes	6	6	0	0	6	
Ocean City Airport, Clubhouse and Humane Society	32	32	32		0	1
Church	5	5	0	0	5	
Single Family Dwellings	20	20	0	1	19	9
Castaways Campground	88	88	88		0	2
Frontier Town Campground	130	166	0	166	0	3
Commercial Portion of Frontier Town Campground	30	0			0	
Subtotal EDUs in "Area 2"	335	341	120	169	52	
TOTAL EDUs	666	666	120	200	346	

Note: See attached map for location of EDU allocations

Footnotes:

- 1 - Transferred 32 EDUs to Town of Ocean City on June 3, 2014 as part of the Eagles Landing Spray Irrigation MOU.
- 2 - Sold 88 EDUs to Castaways Campground on July 3, 2014.
- 3 - Sold 166 EDUs to Frontier Town Campground on March 30, 2017 by transferring 30 EDUs from Frontier Town Commercial allocation and 6 EDUs from "infill and intensification of properties in Area 1" allocation as agreed by Commissioners on September 19, 2017.
- 4 - Sold 14 EDUs to Park Place on May 16, 2017.
- 5 - Hampton Inn bought 40 EDUs from Mitch Parker and bought an additional 13 EDUs from the County on August 28, 2017.
- 6 - Approved the sale of 2 EDU's to Victor H. Birch Property on March 20, 2018.
- 7 - Approved the sale of 1 EDU to Eugene Parker Trust Property on April 3, 2018.
- 8 - Approved the sale of 3 EDU's to L & B Ocean City, LLC Properties on April 3, 2018.
- 9 - Approved the sale of 1 EDU to Michael Jay Deem Property on April 17, 2018.



Mystic Harbour Sewer Planning Area
 New Mystic Capacity--666 EDU's
 Prepared by the Worcester County
 Department of Environmental Programs
 June 2015

Maureen L. Howarth

From: Robert Mitchell
Sent: Tuesday, April 17, 2018 12:56 PM
To: Maureen L. Howarth
Subject: RE: Water and Sewer Plan Table and Map

Maureen-

The 20 EDUs for the Commercial Infill South of the Airport were not allocated for one specific property. There exists more than one property South of the Airport in the mapped sewer planning areas that could utilize this capacity. The designation and location on the New Mystic Capacity map was simply a need to put the label for the use on the South end portion of the map. It was simply where it was simply by choice of positioning on the map.

Bob

Robert J. Mitchell, LEHS, REHS
Director
Worcester County
Department of Environmental Programs
1 West Market Street, Room 1306
Snow Hill, MD 21863
Phone (410) 632-1220 x 1601
Fax (410) 632-2012



From: Maureen L. Howarth
Sent: Tuesday, April 17, 2018 10:16 AM
To: Robert Mitchell <bmittchell@co.worcester.md.us>
Subject: Water and Sewer Plan Table and Map
Importance: High

Bob,

As we have discussed numerous times, please confirm to me in writing that the 20 EDUs for Commercial Infill South of the Airport are for no specific property. Also please explain why the 20 EDUs were mapped where they were mapped. Thank you. This is time sensitive.

Maureen F.L. Howarth
County Attorney for Worcester County, Maryland
Worcester County Government Center
One W. Market Street, Room 1103
Snow Hill, Maryland 21863



13

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
MAUREEN F.L. HOWARTH
COUNTY ATTORNEY

COMMISSIONERS
DIANA PURNELL, PRESIDENT
THEODORE J. ELDER, VICE PRESIDENT
ANTHONY W. BERTINO, JR.
MADISON J. BUNTING, JR.
JAMES C. CHURCH
MERRILL W. LOCKFAW, JR.
JOSEPH M. MITRECIC

OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103

SNOW HILL, MARYLAND

21863-1195

May 7, 2018

TO: Worcester County Commissioners
FROM: Kelly Shannahan, Assistant Chief Administrative Officer
On Behalf Of Worcester County Sewer Committee
SUBJECT: Request for Allocation of EDUs for Eugene Parker's Proposed Residential
Planned Community on Snug Harbor Road

Please be advised that on April 25, 2018 we received the attached request from Attorney Hugh Cropper, IV on behalf of Eugene R. Parker (the Applicant) for the allocation of twelve (12) equivalent dwelling units (EDUs) of sanitary sewer service from the Mystic Harbour Sanitary Service Area (MHSSA) for a proposed 12-lot Residential Planned Community (RPC). This request was subsequently reviewed by the Worcester County Sewer Committee at our meeting on May 3, 2018. On behalf of the committee, I offer the following staff report for your consideration with regard to this request:

Summary of Request: The Applicant requests an allocation of 12 EDUs of sewer service from the MHSSA with which to develop a 12-lot minor RPC. The subject property is an undeveloped vacant parcel located on the northeast corner of the intersection of Stephen Decatur Highway (MD Route 611) and Snug Harbor Road (in MHSSA Area 2 - south of the airport), approximately 4.84 acres in area, currently zoned R-2, Suburban Residential District, and is designated S-1 in the Water and Sewerage Master Plan (the Plan) which indicates an area of existing or planned sewer service to be built within 2-years, but does not guarantee any service or obligate the provision of services in that time frame. The proposed plan for this RPC was reviewed by the Technical Review Committee on April 11, 2018 and staff comments noted that the site plan must identify the source and approved allocation of EDUs before the project can proceed to the Planning Commission for further consideration.

Current Available Capacity - South: There are currently 52 EDUs allocated in Area 2 (south of the airport), in which this new proposed RPC is located, which have not yet been purchased. Remaining EDUs in all categories in Area 2 are as follows: Commercial Infill South of Airport (20 of 20 EDUs), Vacant or Multi-Lot properties (2 of 4 EDUs), Assateague Greens Executive

Golf Course/Range (6 of 6 EDUs), Ocean City Airport, Clubhouse and Humane Society (0 of 32 EDUs), Church (5 of 5 EDUs), Single Family Dwellings to replace septic systems (19 of 20 EDUs), Castaways Campground (0 of 88 EDUs), Frontier Town Campground/Commercial Portion of Frontier Town Campground (0 of 166 EDUs). Of the remaining capacity in Area 2, only the 20 EDUs for Commercial Infill South of the Airport was allocated for new development. The other remaining 32 EDUs are intended to serve properties which will enable the replacement of septic systems for existing homes and other existing developments.

Current Available Capacity - North: There are currently 294 EDUs allocated in Area 1 (north of the airport) which have not yet been purchased. These remaining EDUs have been allocated for the following uses: Infill and Intensification (148 EDUs), Vacant or Multi-Lot properties (80 EDUs), Single Family Dwellings (17 EDUs), and Commercial (49 EDUs). Should the Commissioners wish to consider re-allocating a portion of the available capacity in Area 1 north of the airport to Area 2 south of the airport, such action should be carefully considered in accordance with the established priorities of the original allocation of the sewer capacity (see explanation below), would require an amendment to the Plan and approval by MDE for such a change to shift EDUs from Area 1 to Area 2 since the EDU Allocation Table was officially adopted as part of the Plan as required by MDE.

Background on Original Allocation of New Sewer Capacity in Mystic Harbour: The expansion of the Mystic Harbour WWTP and funding from USDA in 2008 was predicated upon the need for infill and intensification of properties along the Route 50 commercial corridor and vicinity, service to vacant or multi-lot properties, single family dwellings converting from septic systems to public sewer, and commercial properties. The Worcester County Planning Commission recommended a rating system to rank priority allocations of the additional EDUs with highest priority to (1) infill lots, (2) expansion of existing facilities, (3) replacement of septic tanks, and (4) new developments. While staff recognizes that revisions to the original allocations may be prudent from time to time, any such re-allocations should be in keeping with the original intent of the Planning Commission and the County Commissioners in 2008 when the Mystic Harbour WWTP expansion was approved and upon which the USDA committed funding for the expansion project. Furthermore, since the EDU Allocation Table was officially incorporated into the Plan as required by MDE, a change to shift EDUs from Area 2 to Area 1 would require an amendment to the Plan with the approval of MDE and concurrence that such action is in keeping with the original purpose of the expansion and the priority allocations as established by the Planning Commission. In addition, once EDUs are reallocated from one category to another and sold, they will no longer be available for the originally intended purpose.

Options for Commissioners' Action on the Request:

Option 1 - Deny the request for allocation of 12 EDUs of sewer service from the MHSSA since there is currently no remaining allocation available for any new residential development in Area 2.

Option 2 - Approve the requested allocation of 12 EDUs from among the following use categories with remaining allocations:

- Area 2 (south):** 20 EDUs - Commercial Infill South of Airport
- 2 EDUs* - Vacant or Multi-Lot properties
- 6 EDUs* - Assateague Greens Executive Golf Course
- 5 EDUs* - Church
- 19 EDUs* - Single Family Dwellings

* - Allocation from these categories are intended to replace existing septic systems

Note - Shifting EDUs from Area 1 to Area 2 would require a Plan amendment and MDE approval

- Area 1 (north):** 148 EDUs - Infill and Intensification
- 80 EDUs - Vacant or Multi-Lot properties
- 17 EDUs - Single Family Dwellings
- 49 EDUs - Commercial

The Sewer Committee will be available to answer any questions which you may have with regard to this application in order for you to make the most informed decision on this request.

LAW OFFICES

**BOOTH BOOTH
CROPPER & MARRINER P.C.**

CURTIS H. BOOTH
BRYNJA MCDIVITT BOOTH
HUGH CROPPER IV
THOMAS C. MARRINER*
ELIZABETH ANN EVINS
ROY B. COWDREY, JR. **

*ADMITTED IN MD & DC
** OF COUNSEL

9923 STEPHEN DECATUR HIGHWAY, #D-2

OCEAN CITY, MARYLAND 21842

(410) 213-2681

EMAIL: hcropper@bbcmlaw.com

EASTON OFFICE

130 NORTH WASHINGTON ST.
EASTON, MD 21601
(410) 822-2929
FAX (410) 820-6586

WEBSITE

www.bbcmlaw.com

April 25, 2018

Ms. Jessica Wilson, Worcester County
Treasurer's Office
Worcester County Government Center
One West Market Street, Room 1103
Snow Hill, Maryland 21863

Dear Ms. Wilson:

Please find enclosed an Application on behalf of Eugene R. Parker for the allocation of twelve (12) wastewater EDU's in the Mystic Harbour Sanitary Service Area. As required by the application, a copy of the TRC Report is attached. My client's deposit check in the amount of \$12,000.00 is also enclosed.

If you need any further information, please do not hesitate to contact me.

Thank you and have a great day.

Very truly yours,



Hugh Cropper, IV

HC/tgb

Enclosures

CC: Kelly Shannahan, Asst. CAO, Worcester County
Robert J. Mitchell, Director, Environmental Programs
Eugene R. Parker

Worcester County - Department of Public Works - Water and Wastewater Division
Mystic Harbour Sewer Service Application

Name: Eugene R. Parker, Jr Date: 4-13-18

Mailing address: 10425 Keyser Point Road, Ocean City, MD 21842

Address of service location: Stephen Decatur Highway, Ocean City, MD 21842

Property identification (acct # & map/parcel): Map 33, Parcel 298, Acct. 410-768834

Type of project (circle one below):

Single Family Minor Site Plan Major Site Plan Residential Planned Community

Type of service requested (circle one): Residential Commercial

If commercial, list type of business, square footage and number of seats in restaurant (if applicable):

EDU's/gallons assigned to property: _____ EDU's to be purchased: 12

If developer new construction, will you be providing the meter (circle one): Yes No N/A

Name & license number of licensed plumber providing connection from meter to building:

Name & phone number of person to contact with regards to this application/account:

Hugh Cropper Jr 410-213-2681 hcropper@bbcmllaw.com

Signature: [Signature] Date: _____

Attachments required to be submitted with application:

- Single Family- Copy of permit application.
- Minor Site Plans- Copy of TRC report or documentation of administrative waiver.
- Major Site Plans- Copy of TRC report.
- Residential Planned Community- Copy of Planning Commission's findings/recommendation for Step 1.

NOTICE: Please review attached Resolution No. 17-19 which details the EDU allocation process and the time frame in which the EDUs must be utilized or returned to the County for future allocation and utilization. If mains are to be installed by applicant a separate "Small Sewer and Water Project Agreement" will be required.

OFFICE USE ONLY:

Date received: _____ By: _____

Environmental Programs approval: _____ Date: _____

Treasurer's Office approval: _____ Date: _____

Public Work's approval: _____ Date: _____

FEES PAID:

Deposit \$1,000 per EDU X _____ (EDU's) = \$ _____

Remaining Balance \$6,700 per EDU X _____ (EDU's) = \$ _____

Date received: _____ By: _____

RETURN TO:

Worcester County Treasurer's Office
Attn: Jessica Wilson
P.O. Box 349
Snow Hill, MD 21863

FULL POLICY ATTACHED AND INCORPORATED.

RESOLUTION NO. 17 - 19

RESOLUTION CREATING THE MYSTIC HARBOUR SANITARY SERVICE AREA
SEWER EDU ALLOCATION PROCESS

WHEREAS, the Mystic Harbour Wastewater Treatment Plant (WWTP) was upgraded and expanded in 2014 to provide additional sanitary sewer treatment capability to serve residential and commercial needs of properties within the Mystic Harbour Sanitary Service Area (SSA); and

WHEREAS, the upgrade and expansion resulted in a total of 200,000 gallons per day of additional sewage treatment capacity in the Mystic Harbour WWTP which created a total of 666 new Equivalent Dwelling Units (EDUs) of sewer capacity at a rate of 300 gallons per day per EDU which are now available in the Mystic Harbour SSA; and

WHEREAS, the planning documents included in the latest approved *Worcester County Water and Sewerage Master Plan* amendment regarding the Mystic Harbour SSA identified a number of goals for the additional capacity and included a chart (attached hereto) allocating the new EDUs to different areas within the Mystic Harbour SSA for different purposes; and

WHEREAS, on March 15, 2016, the Worcester County Commissioners reviewed and approved an implementation policy for the newly available sewer EDUs in the Mystic Harbour/West Ocean City SSA Overlay Area; and

WHEREAS, upon the recommendation of the Worcester County Water and Sewer Committee, the County Commissioners have determined that it is prudent to have an allocation process in place for all 666 new sewer EDUs in the Mystic Harbour SSA, not just those aimed at the Overlay Area, to include County Commissioner approval of future allocations.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland that the following Mystic Harbour Sanitary Service Area EDU Allocation Process is hereby adopted:

1. The allocation of Mystic Harbour Sanitary Service Area sewer EDUs shall only be approved for properties with an existing demonstrated need and in connection with either a permit or plan application specifying how and where the capacity will be allocated:
 - A. The project must apply to the County Commissioners for the EDU allocation while the project is pending as follows:
 - i. Single Family Dwellings and change of use commercial spaces - The property owner or their representative must apply for and receive any needed EDU allocation prior to receiving any permit for the project. EDU(s) must be paid for in full at time of the first permit application.
 - ii. Minor Site Plans and other projects requiring administrative approvals - The project must have completed the Technical Review Committee process (when required) or the granting of an administrative waiver before applying to the County Commissioners for EDU allocation. The project must have EDU allocations prior to the project applying for final signature approval with the Zoning Administrator. A deposit shall be required upon application as detailed in

Section 1B hereof. The remaining balance to purchase the EDUs shall be paid prior to any project permit being issued.

iii. Major Site Plans - The project must have completed the Technical Review Committee process before applying to the County Commissioners for EDU allocation. The project must have EDU allocations prior to the project applying for final site plan approval with the Planning Commission. A deposit shall be required upon application as detailed in Section 1B hereof. The remaining balance to purchase the EDUs shall be paid prior to any project permit being issued.

iv. Residential Planned Community (RPC) - Concurrent with Step 1 of the RPC approval process, the project shall apply to the County Commissioners for EDU allocation. The project cannot move to Step 2 of the RPC approval process without sufficient EDUs being allocated. A deposit shall be required upon application as detailed in Section 1B hereof.

- B. Included with the application shall be a \$1,000 deposit per EDU applied for. If the County Commissioners deny the allocation or if the Planning Commission fails to approve the site plan, the deposit shall be returned. If the County Commissioners approve the allocation and if the Planning Commission approves the site plan or RPC, the deposit is non-refundable.
- C. If the project approvals expire, the project shall lose its allocation of EDUs. The County shall return the amount paid to purchase the EDUs less the non-refundable deposit.
- D. If after one year of the project having EDUs allocated to it, a building permit has still not been issued for the project, an additional deposit of \$1,000 per EDU per year shall be required for each year of additional reservation of service up to a maximum of five years. No reservation shall be allowed beyond five years. The additional deposit shall be paid not less than 60 days prior to the anniversary date of the original allocation approval. If the additional deposit is not paid as required or if five years elapses, the EDU allocation shall be null and void and all prior deposits shall be forfeited.
- E. Applications shall be submitted to: Worcester County Administration, Government Center - Room 1103, One West Market Street, Snow Hill, MD 21863.

2. There shall be no transfers of sewer allocations permitted in the Mystic Harbour Sanitary Service Area (MHSSA) by property owners who have excess capacity allocated to their properties. In the event that excess sewer capacity exists on a property as a result of changes or modifications to the original development plan, any and all excess capacity shall revert to the MHSSA two years after the issuance of the certificate of occupancy for the last building shell in the project. The property owner shall only be entitled to the return of the amount of the original price paid to the County for the EDUs less the non-refundable deposit. The property owner shall be notified in writing of the forfeiture of the unused capacity. Such notice shall be sent by registered mail to the property owner(s) address as identified on the tax assessment rolls as maintained by the Maryland Department of Assessments and Taxation.
3. The current equity contribution in fiscal year 2018 (FY18) for each Mystic Harbour Sanitary Service Area sewer EDU is \$7,700, with quarterly debt service payments of \$54 per EDU

thereafter until the debt is paid in full. The equity contribution will be recalculated each fiscal year to include the debt service from the prior year. Quarterly debt service payments may be adjusted in the future to pay for additional debt incurred by the Mystic Harbour Sanitary Service Area.

4. Upon allocation of the EDUs, accessibility charges as established in the annual budget for the Mystic Harbour Sanitary Service Area shall become due and payable on a quarterly basis. The current accessibility charge is \$150 per quarter per EDU. Accessibility charges are non-refundable should the applicant fail to utilize the allocated EDUs.

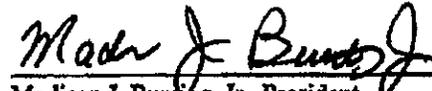
AND, BE IT FURTHER RESOLVED that this Resolution shall take effect upon its passage.

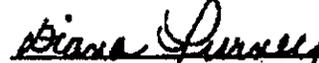
PASSED AND ADOPTED this 19th day of September, 2017.

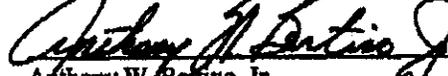
ATTEST:


For HLH
Harold E. Higgins - Kelly Shannahan
Chief Administrative Officer; Assistant CAO

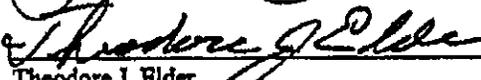
COUNTY COMMISSIONERS OF
WORCESTER COUNTY, MARYLAND

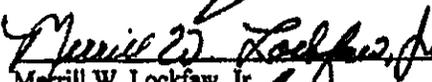

Madison J. Bunting, Jr., President


Diana Burnell, Vice President


Anthony W. Bertino, Jr.


James C. Church


Theodore J. Elder


Merrill W. Lockfaw, Jr.

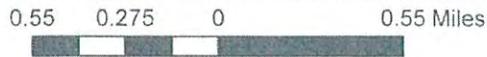
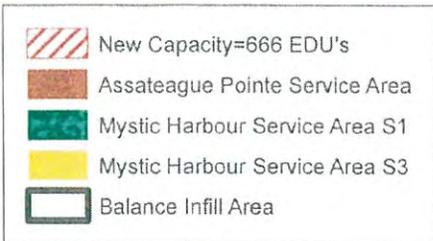
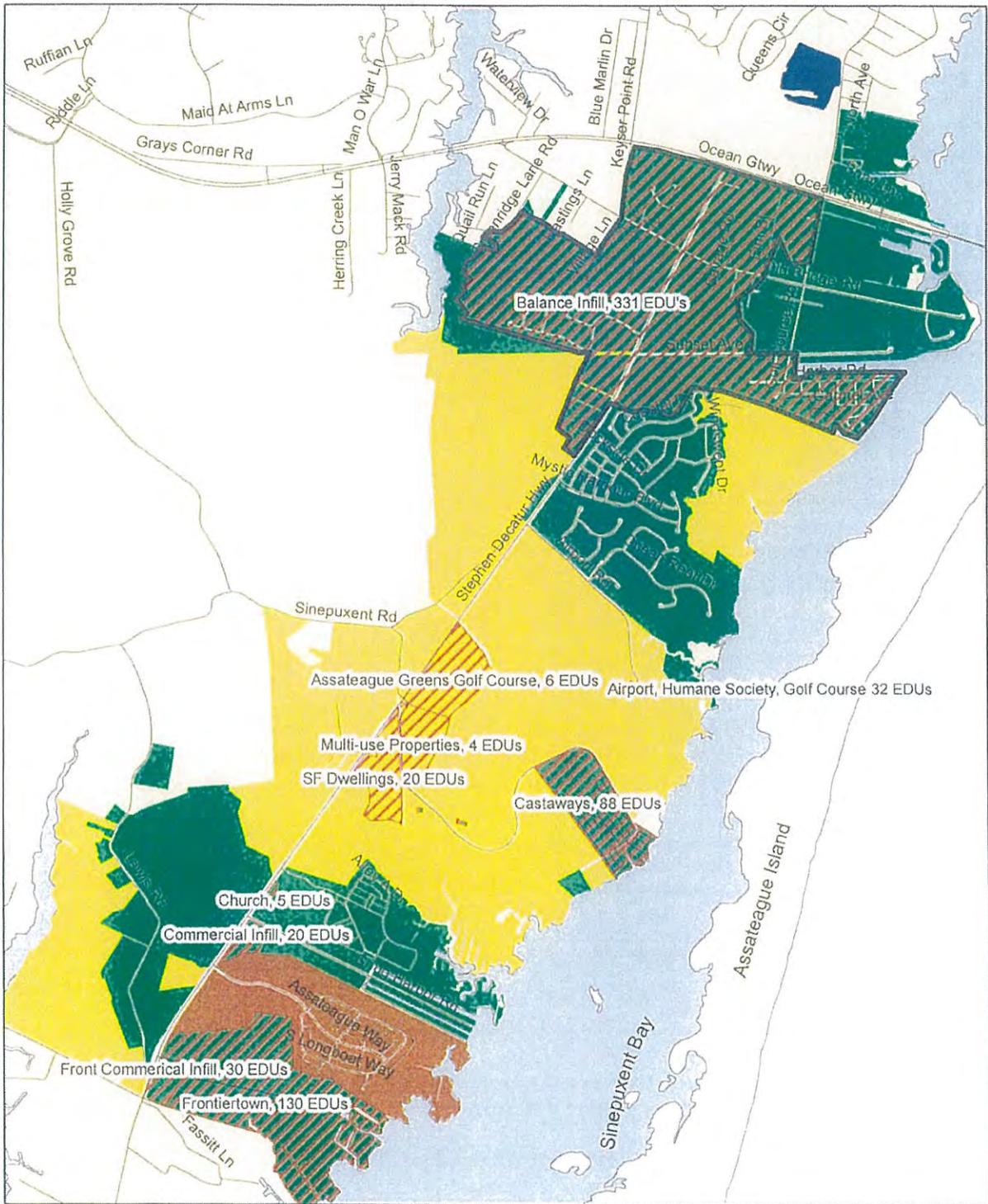

Joseph M. Mitreic

Allocation of Sewer EDUs in Mystic Harbour Sanitary Service Area (New Capacity as of 4/17/18)

North of Airport, North of Antique Road, East and West of Route 611 - "Area 1"	Original Allocation	Current Adjusted Allocation	Sold and In Service	Sold and Not In Service	Remaining Allocation	Footnotes
Infill and Intensification of Properties in "Area 1"	154	148	0	0	148	3
Vacant or Multi-lot Properties in "Area 1"	80	80	0	0	80	
Single Family Dwellings	17	17	0	0	17	
Commercial Properties in "Area 1"	80	80	0	31	49	4, 5, 7, 8
Subtotal EDUs in "Area 1"	331	325	0	31	294	
Airport and South of Airport, East of Route 611 - "Area 2"						
Commercial Infill South of Airport	20	20	0	0	20	
Vacant or Multi-lot Properties	4	4	0	2	2	6
Assateague Greens Executive Golf Course/Range-9-holes	6	6	0	0	6	
Ocean City Airport, Clubhouse and Humane Society	32	32	32		0	1
Church	5	5	0	0	5	
Single Family Dwellings	20	20	0	1	19	9
Castaways Campground	88	88	88		0	2
Frontier Town Campground	130	166	0	166	0	3
Commercial Portion of Frontier Town Campground	30	0			0	
Subtotal EDUs in "Area 2"	335	341	120	169	52	
TOTAL EDUs	666	666	120	200	346	

Note: See attached map for location of EDU allocations

- Footnotes:**
- 1 - Transferred 32 EDUs to Town of Ocean City on June 3, 2014 as part of the Eagles Landing Spray Irrigation MOU.
 - 2 - Sold 88 EDUs to Castaways Campground on July 3, 2014.
 - 3 - Sold 166 EDUs to Frontier Town Campground on March 30, 2017 by transferring 30 EDUs from Frontier Town Commercial allocation and 6 EDUs from "infill and intensification of properties in Area 1" allocation as agreed by Commissioners on September 19, 2017.
 - 4 - Sold 14 EDUs to Park Place on May 16, 2017.
 - 5 - Hampton Inn bought 40 EDUs from Mitch Parker and bought an additional 13 EDUs from the County on August 28, 2017.
 - 6 - Approved the sale of 2 EDU's to Victor H. Birch Property on March 20, 2018.
 - 7 - Approved the sale of 1 EDU to Eugene Parker Trust Property on April 3, 2018.
 - 8 - Approved the sale of 3 EDU's to L & B Ocean City, LLC Properties on April 3, 2018.
 - 9 - Approved the sale of 1 EDU to Michael Jay Deem Property on April 17, 2018.



Mystic Harbour Sewer Planning Area
 New Mystic Capacity--666 EDU's
 Prepared by the Worcester County
 Department of Environmental Programs
 June 2015

TECHNICAL REVIEW COMMITTEE

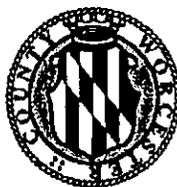
STAFF PERSON: Jennifer K. Keener DATE OF MEETING: April 11, 2018
PROJECT: This Project Step I Minor Residential Planned Community - Proposed single-family development consisting of 12 lots, Northeastly intersection of MD Route 611 (Stephen Decatur Highway) and Snug Harbor Road, Tax Map 33, Parcel 298, Tax District 10, R-2 Suburban Residential District

APPLICANT(S) IN ATTENDANCE: _____

TRC MEMBERS IN ATTENDANCE:

- _____ Keener, Zoning Administrator
- _____ Campbell, DRP Specialist II
- _____ Miller, Building Plans Reviewer III
- _____ Mitchell, Environmental Programs
- _____ Klump, Environmental Programs
- _____ Bradford, Environmental Programs
- _____ Birch, Environmental Programs
- _____ Gerthoffer, Environmental Programs
- _____ Owens, Fire Marshal
- _____ Adkins, County Roads
- _____ Berdan, County Roads
- _____ Wilson, State Highway Admin.
- _____ Ross, W & WW, DPW
- _____ Clayville, Planning Commission Rep.

X This application is considered to be a minor Step I RPC plan. Ten copies of the revised concept plan and narrative which address the comments noted within will need to be resubmitted for Planning Commission review. The Technical Review Committee shall prepare a staff report for Planning Commission approval or denial of the application. The applicant and specified representatives will be notified of the tentative date and time at which this application will be considered by the Planning Commission. Should you have any questions regarding the attached comments, please feel free to contact the respective Technical Review Committee member.



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863

TEL: 410-632-1200 / FAX: 410-632-3008

www.co.worcester.md.us/drpd/index.htm

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICE DIVISION

WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE

April 11, 2018

Jennifer K. Keener, Zoning Administrator

Department of Development, Review and Permitting
Worcester County Government Office Building

One West Market Street, Room 1201, Snow Hill, MD 21863

Project: This Project Step I Minor Residential Planned Community - Proposed single-family development consisting of 12 lots, Northeastly intersection of MD Route 611 (Stephen Decatur Highway) and Snug Harbor Road, Tax Map 33, Parcel 298, Tax District 10, R-2 Suburban Residential District

GENERAL PROCEDURE:

Note: This is a proposed minor Residential Planned Community.

The Technical Review Committee shall review the application and meet with the applicants to provide comments for correction or discussion. The applicants are responsible for submitting 10 copies of a revised Step I plan and updated narrative that addresses the Technical Review Committee's concerns. Following the meeting, the TRC shall forward a memorandum to the Planning Commission outlining their areas of concern and issues to be addressed by the Planning Commission.

The Planning Commission shall make findings relative to the application and its consistency with the terms of the *Zoning and Subdivision Control Article*, and all other applicable laws and regulations. The Planning Commission shall take action to either approve, with or without conditions, or disapprove the Step I concept plan, and thus the Residential Planned Community application.

Following Step I approval, the applicants shall submit for Step II implementation plan approval via the subdivision plat process as required in Title 2 of the *Zoning and Subdivision Control Article*.

Any questions relative to the Step I review process should be directed to Jennifer K. Keener, Zoning Administrator at (410) 632-1200, extension 1123 or for the Step II process, Rita Campbell, DRP Specialist II, extension 1136.

SPECIFIC COMMENTS:

1. As a minor RPC, the Planning Commission shall determine the lot requirements as part of the Step I Concept Plan review. Please ensure that all lot requirements are labeled on the concept plan, to verify that they meet the minimum requested. They are proposed as follows:

Minimum Lot Area	6,750 square feet (requested) 6,810 square feet (min. actually proposed)
Minimum Lot Width	50 feet
Minimum Front Yard Setback	20 feet
Minimum Side Yard Setback	5 feet *
Minimum Rear Yard Setback	25 feet *

*Except where greater to protect existing specimen trees as identified on the Concept Plan.

2. With respect to the general design standards contained in §ZS 1-315(j), this project has identified key environmental resources (forested areas, wetlands, specimen trees) and designed the project around those sensitive areas. Development has been clustered to minimize the impact to the land, while retaining just under half of the property in open space. While the code does not recommend the use of a cul-de-sac, the alternative in this particular situation would be a connection to MD Route 611 (Stephen Decatur Highway), which is even less desirable in terms of design and accessibility. Approval of the use of a cul-de-sac for this development will be requested of the Planning Commission as part of the Step II subdivision plan review. Additionally, Staff recommends that the Planning Commission condition the approval of the Step I concept plan on compliance with County Road standards for the proposed subdivision.
3. With respect to the concept plan elements contained in §ZS 1-315(k)(1)A.1, please identify on the site plan the needed water and sewer EDU's, as well as the service area from which they will be obtained;
4. With respect to the narrative, please address the following:
 - a. On page 2, second paragraph, please modify the total site area to be 4.84 acres.
 - b. On page 2, sixth paragraph, please modify the access road to be Snug Harbor Road, not Old Bridge Road.
 - c. On page 3, third paragraph, please update the anticipated construction start date. Since it is already the spring of 2018, and given the steps required of a major subdivision plat as part of the implementation stage (Step II), this project will not be on track for commencement of ground work in that timeframe.

The Technical Review Committee shall make recommendations to the Planning Commission for their review and approval or denial of the Step I concept plan. If any member has additional comments relative to regulations under their purview that they feel need to be further expounded upon, please notify me as soon as possible so that the memorandum may be prepared.

- a. All development plans shall first identify key environmental features and then design the development plan in such a manner as to protect and avoid disturbance of these resources. Special consideration shall be given to wetlands, forested areas, existing significant trees, floodplains, source water and aquifer recharge protection areas, areas of critical or special habitat, water bodies on the state's impaired waters list or having an established total maximum daily load requirement and other important environmental features.
- b. Particularly for major residential planned communities, provide clustered, mixed use (where appropriate), pedestrian-scale development, preferably taking its design guidance in terms of scale, layout, uses, architectural style and landscaping from existing County towns and villages, to allow convenient access to products and services, improve community vitality and diminish the need for vehicle trips.
- c. Cluster residential and commercial land uses to minimize the consumption of vacant lands, maximize open space and reduce impervious surfaces.
- d. Limit the use of culs-de-sac and dead-end streets and instead promote street, trail and sidewalk connectivity to reduce vehicle miles traveled and improve community walkability.
- e. Preserve existing forested areas and natural areas as greenways within and around developments for environmental and recreational purposes and to blend the man-made and natural environments.
- f. A schematic plan generally identifying the proposed drainage pattern and potential stormwater management measures.
- g. The proposed method and adequacy of wastewater disposal and potable water supply.
- h. A written statement addressing the residential planned community's consistency with the Comprehensive Plan, zoning regulations and other established development policy guidelines, its topography and relationship to existing natural and man-made features, both on site and in the immediate vicinity, efforts to adequately protect sensitive areas, the availability and suitability of vehicular access, and the availability and adequacy of water and sewer facilities.
- i. Such other information as the Technical Review Committee or Planning Commission may require.



DEPARTMENT OF ENVIRONMENTAL PROGRAMS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1306
SNOW HILL, MARYLAND 21863
TEL: 410.632.1220 / FAX: 410.632.2012

WELL & SEPTIC
WATER & SEWER PLANNING
PLUMBING & GAS
CRITICAL AREAS
FOREST CONSERVATION
COMMUNITY HYGIENE

LAND PRESERVATION PROGRAMS
STORMWATER MANAGEMENT
SEDIMENT AND EROSION CONTROL
SHORELINE CONSTRUCTION
AGRICULTURAL PRESERVATION
ADVISORY BOARD

TECHNICAL REVIEW COMMITTEE
FOREST CONSERVATION REVIEW

STAFF PERSON: Jenelle Gerthoffer (JG)

DATE OF MEETING: April 11, 2018

PROJECT: The Project Minor RPC

LOCATION: Tax Map: 33; Parcel: 298

OWNER/DEVELOPER: Eugene R. Parker, Jr.

APPLICANT/ENGINEER: R.D. Hand & Associates, Inc.

.....
This project is subject to the Worcester County Forest Conservation Law. A Forest Stand Delineation (FSD) has been submitted. There is a total net tract area of 4.84 acres, 1.45 of which is forested. Within the R-2 zoning, there is an afforestation threshold of 15 percent and conservation threshold of 20 percent; therefore, if no clearing occurs, at least 1.06 acres of forest will be required to be set aside in a permanent easement. The plans provided to TRC show a tree line; but that tree line does not match the FSD. The amount of clearing will need to be provided to calculate more accurate Forestry retention requirements. This project must obtain FSD approval prior to Step II TRC review.

This project is subject to the Worcester County Stormwater Ordinance. The project has must obtain Stormwater concept plan approval prior to Step II TRC review.



Worcester County
Department of Environmental Programs
Environmental Programs Division

Memorandum

To: Technical Review Committee (TRC) for April 11, 2018 Meeting
From: Environmental Programs Staff
Subject: Step I RPC, TM 33 P 298
Date: April 3, 2018

Environmental Programs comments are based on the plans submitted. These comments are subject to change every time a change is made to the plans that affect water and/or sewage for this site.

1. Environmental Programs will need to know how you propose to serve these lots with water and sewage disposal. That will need to be identified on the site plan.
2. This proposed project will require 12 EDUs of sewer flow. There are no current EDUs on the property. The narrative states that they will buy West Ocean City sewer EDUs from the County. The County does not sell WOC EDUs. The owner will need to purchase all of the sewer EDUs from the Mystic Harbour Sanitary Service Area. To do that, an application and deposit must be presented to Ms. Jessica Wilson, Enterprise Fund Controller, who will begin the processing for a Mystic Sewer allocation to be reviewed by the County Commissioners for approval. If Mystic Harbour sewer EDUs are chosen for this project, then they must be allocated before the project can proceed to Planning Commission.
3. If private wells are proposed, please show locations on the site plan.
4. Plumbing permits will be needed. Gas permits will be needed as well, if utilized. Gas is available to this property.

Citizens and Government Working Together



GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1003
SNOW HILL, MARYLAND 21863-1194
TEL: 410-632-5666
FAX: 410-632-5664

TECHNICAL REVIEW COMMITTEE COMMENTS

PROJECT: Project Minor RPC
LOCATION: Tax Map 33; Parcel 298
CONTACT: Eugene Parker
MEETING DATE: April 11, 2018

TRC #: 2018148

COMMENTS BY: Matthew Owens
Chief Deputy Fire Marshal

As you requested, this office has reviewed plans for the above project. Construction shall be in accordance with applicable Worcester County and State of Maryland fire codes. This review is based upon information contained in the submitted TRC plans only, and does not cover unsatisfactory conditions resulting from errors, omissions or failure to clearly indicate conditions. A full plan review by this office is required prior to the issuance of a building permit. The following comments are noted from a fire protection and life safety standpoint.

Scope of Project

Establishment of the RPC Floating Zone for a proposed single family development consisting of 12 lots.

General Comments

1. A water supply for fire protection shall be identified indicating the following:
 - a. Water Source
 - b. Engineering study for reliability of water source
 - c. Size (in gallons) of water source
 - d. Replenishment of water supply
 - e. Diameter of in ground pipe
 - f. Number of hydrants
 - g. Location of hydrants
 - h. Roadway width and surface types
 - i. Distance from hydrant to roadway
2. If public water source, approved plans by the public works department.
3. Water source plans must be approved prior to recording of plat.

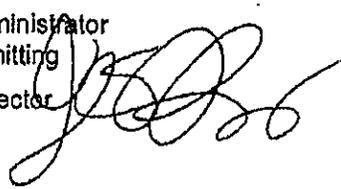
4. Fire hydrants shall be located within 3 ft. of curb line. Placement of fire hydrants shall be coordinated with this office prior to installation.
5. Obstructions shall not be placed or kept near fire hydrants, fire department inlet connections, or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately visible and accessible.
6. All underground water mains and hydrants **shall be installed, completed, and in service** prior to construction work or as soon as combustible material accumulates, which ever comes first. A stop work order will be issued if fire hydrants are not in service prior to construction work start.
7. Fire Lanes shall be provided at the start of a project and shall be maintained throughout construction. Fire lanes shall be not less than 20 ft. in unobstructed width, able to withstand live loads of fire apparatus, and have a minimum of 13 ft. 6 in. of vertical clearance. Fire lane access roadways must be established prior to construction start of any structure in the project. Failure to maintain roadways throughout the project will be grounds to issue stop work orders until the roadway access is corrected.
8. Coordinate 9-1-1 addressing with Worcester County Department of Emergency Services (410) 632-1311.

Specific Comments

1. The proposed single family units shall be protected by an automatic sprinkler system. Plans shall be submitted and approved by this office prior to the installation of such system.
2. The placement and location of fire hydrants shall be coordinated with our office.
3. No further comments at this time.

**WORCESTER COUNTY
DEPARTMENT OF PUBLIC WORKS
WATER & WASTEWATER DIVISION
INTEROFFICE MEMORANDUM**

TO: Jennifer K. Keener, Zoning Administrator
Development Review and Permitting
FROM: John S. Ross, P.E., Deputy Director
DATE: May 6, 2018
SUBJECT: TRC Meeting – May 11, 2018



I. Construction Plans

- A. River Run Construction Plan re-approval for proposed 38 single family lots and 66 townhouse lots.
1. Confirm all construction permits and approvals are in place prior to starting construction
 2. Execute a Worcester County, Small Project Wastewater and/or Water Agreement prior to starting construction
 3. Schedule a preconstruction meeting with the Water and Wastewater Division prior to starting construction

II. Site Plan Review

- A. Ocean Downs Casino - Proposed construction of a 3,600 square foot building for administrative offices.
1. Confirm that adequate EDUs are assigned to the project
- B. A-1 Mini Storage - Proposed construction of two climate controlled self storage buildings consisting of 4,200 square feet and 21 units located on the southwestern side of MD Route 12 (Snow Hill Road), south of Hopkins Lane.
1. No comment

III. Residential Planned Community

- * A. This Project - Step I Minor Residential Planned Community - Proposed single family development consisting of 12 lots at the intersection of Snug Harbor Road and Stephen Decatur Highway.
1. Confirm that adequate EDUs are assigned to the project
 2. Reserve future comments pending receipt of construction drawings



Worcester County
 DEPARTMENT OF PUBLIC WORKS
 6113 TIMMONS ROAD
 SNOW HILL, MARYLAND 21863

MEMORANDUM

JOHN H. TUSTIN, P.E.
 DIRECTOR

JOHN S. ROSS, P.E.
 DEPUTY DIRECTOR

TEL: 410-632-5623
 FAX: 410-632-1753

TO: Jennifer Kenner, Zoning Administrator
 Rita Campbell, DRP Specialist II
FROM: Frank J. Adkins, Roads Superintendent (FA)
DATE: March 29, 2018
SUBJECT: TRC Meeting – April 11, 2018

DIVISIONS

MAINTENANCE
 TEL: 410-632-3766
 AX: 410-632-1753

ROADS
 TEL: 410-632-2244
 AX: 410-632-0020

SOLID WASTE
 TEL: 410-632-3177
 AX: 410-632-3000

LEET
 MANAGEMENT
 TEL: 410-632-5675
 AX: 410-632-1753

WATER AND
 WASTEWATER
 TEL: 410-641-3251
 AX: 410-641-5185

Construction Plans

A. River Run

1. All roads to be built to Worcester County specifications.
2. All bonds and permits for road must be in place before construction begins.
3. Geo-tech must be on-site at all times during road construction and all reports are to be submitted to the Roads Division on a daily basis.
4. A pre-construction meeting is required before construction begins.

Section 1-325 Site Plan Review

A. Ocean Downs Casino

1. Borders State Highway. No comments at this time.

B. A-1 Mini Storage

1. Borders State Highway. No comments at this time.

Residential Planned Community



A. This Project Step 1 Minor RPC

1. Reserve comments pending review of construction plans to include road and entrance detail.

B. Townsend Village RPC

1. Reserve comments pending review of construction plans to include entrance detail.

cc: John H. Tustin, P.E.

FJA:ll
\\wcfiler\users\llawrence\TRC\2018\4.11.18.doc

MDOT
MARYLAND DEPARTMENT
OF TRANSPORTATION
STATE HIGHWAY
ADMINISTRATION

Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor
Pete K. Rahn
Secretary
Gregory Slater
Administrator

April 4, 2018

Ms. Jennifer Keener, Zoning Administrator
Department of Developing, Review and Planning
Worcester County Government Center
One West Market Street, Room 1201
Snow Hill MD 21863

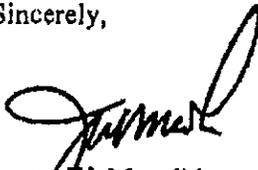
Dear Ms. Keener:

Thank you for the opportunity to review the submittal for the proposed Residential Planned Community, located on the northeasterly intersection of MD 611 and Snug Harbor Road, in Worcester County. The Maryland Department of Transportation State Highway Administration (MDOT SHA) has reviewed the plans and we are pleased to respond.

This Step I RPC plan proposes the construction of a single-family development, consisting of 12 lots. A field review of the property determined that the proposed access on Snug Harbor Road is not within the jurisdiction of MDOT SHA, and we do not anticipate the project will negatively impact the surrounding State roadway network. However, we do request that the existing farm-access point on MD 611 be closed off. With the exception of this request, the MDOT SHA has no objection to the construction as proposed.

If you have any questions, or require anything additional, please contact Mr. Daniel Wilson, via email at dwilson12@sha.state.md.us, or by calling him directly at 410-677-4048. He'll be happy to assist you.

Sincerely,



James W. Meredith
District Engineer

cc: Mr. Hicham Baassiri, Assistant District Engineer-Project Development, MDOT SHA
Mr. Mike Marvel, Assistant Resident Maintenance Engineer, MDOT SHA
Mr. Dennis Rodgers, Resident Maintenance Engineer, MDOT SHA
Mr. Daniel Wilson, Access Management Consultant, MDOT SHA



OFFICE OF THE
 COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
 ONE WEST MARKET STREET • ROOM 1103

SNOW HILL, MARYLAND

21863-1195

May 9, 2018

14

HAROLD L. HIGGINS, CPA
 CHIEF ADMINISTRATIVE OFFICER
 MAUREEN F.L. HOWARTH
 COUNTY ATTORNEY

COMMISSIONERS
 DIANA PURNELL, PRESIDENT
 THEODORE J. ELDER, VICE PRESIDENT
 ANTHONY W. BERTINO, JR.
 MADISON J. BUNTING, JR.
 JAMES C. CHURCH
 MERRILL W. LOCKFAW, JR.
 JOSEPH M. MITRECIC

TO: County Commissioners
 FROM: Harold L. Higgins, Chief Administrative Officer
 Kathy Whited, Budget Officer
 RE: FY19 Budget Work Session May 15, 2018

Following the end of the budget work session on May 8, 2018 revenues of \$190,030,719 exceeded expenditures of \$189,198,387 by \$832,332.

The following adjustments are our suggestion for balancing the surplus:

Expenditure Accounts to Increase :	FY19 Budget Additions
100.1090.075.6550.010 Other Gen Gov – Other Gov Building: Election Office Royal Plus lease improvements	\$ 40,471
100.1202.9010.010 Roads Dump Truck w/ snow plow	155,430
100.1202.9010.010 Roads Dump Truck w/ snow plow	155,430
100.1202.9010.070 Roads Grader	385,000
100.1302.9010.050 Mosquito Office Trailer Replacement	25,000
100.1950.7170.040 Other Post-Employment Benefits	71,000
Total Expenditure Additions	\$ 832,332

Expenditure page

14
 29
 34
 49

Some additional savings will occur when the salary increase is allocated and we request your approval to allocate the amount to the benefit and insurance contingency account 100.1950.7170.020.

The FY19 budget would then be balanced with revenues and expenditures at \$190,030,719. We are available for any questions you may have.

Attachments:

- Revenues, pages 1-8
- Department Index - page 9
- Expenditures, pages 1-50 (following page 9)

H/FY19 BUDGET/FY19 budget reconciliation to balance.docx

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
4000	Full Year Real Property Taxes	129,281,998	(32,084)	129,314,082	126,606,231	FY2016 rate.835	126,630,467	123,597,658
4010	Personal Property Taxes	353,186	19,695	333,491	333,361		332,814	395,287
4020	Corporation Property Taxes	4,355,963	242,912	4,113,051	4,111,449		4,052,273	4,314,855
4030	Railroad & Utility Property Tax	3,052,150	(1,362)	3,053,512	2,993,705		2,992,473	2,970,630
4035	Railroad Real Property	3,465	142	3,323	3,891		3,439	0
4040	Half Year Real Property Taxes	208,750	26,890	181,860	271,375		181,860	144,448
4050	Tax Additions & Abatements	(358,200)		(358,200)	(358,200)		(35,803)	(247,405)
4060	Interest on Delinquent Taxes	690,000		690,000	700,000		560,363	734,865
4070	Discounts Allowed on Taxes	(440,000)		(440,000)	(415,000)		(445,679)	(421,376)
4080	Tax Credits For Assessment	(1,326,247)	12,708	(1,338,955)	(1,306,668)		(1,294,103)	(1,218,161)
4100	Income Tax - 1.75% rate as of 1/1/16	23,000,000		23,000,000	22,500,000	Jan'16 Rate of 1.75%	12,723,883	22,891,694
4200	Admission & Amusement Taxes	500,000		500,000	500,000		522,905	544,237
4210	Recordation Taxes	6,500,000		6,500,000	5,750,000		4,350,676	7,250,500
4230	Trailer Park Excise Tax	100,000		100,000	100,000		78,731	118,317
4240	Food Tax Admin	75,000	17,105	57,895	57,895	Administration Fee	62,933	74,883
4240.010	Food Tax Food Tax Due to Ocean City	0	(1,100,000)	1,100,000	1,100,000	Agency Fund	1,027,018	1,478,984
4250	Room Tax Admin	160,000	160,000	0	0	Administration Fee	0	0
4250.010	Room Tax Due To Ocean City	0	(13,888,900)	13,888,900	13,888,900	Agency Fund	11,020,812	15,484,483
4250.020	Room Tax Due to Pocomoke	0	(126,265)	126,265	126,265	Agency Fund	112,452	151,606
4250.030	Room Tax Due to Snow Hill	0	(5,051)	5,051	5,051	Agency Fund	8,185	10,309
4250.040	Room Tax Due to Unincorporated Areas	900,000		900,000	575,000		726,305	723,901
4250.050	Room Tax Due to Berlin	0	(20,203)	20,203	20,203	Agency Fund	23,017	28,357
4260	Rents/State Revenue	133,503	1,200	132,303	97,365	State Elections Rent	90,814	95,008
4270	Rents-Tower Site/Contrib & Donat	21,820		21,820	21,820		20,620	20,577
4300	Highway Users Taxes	521,020		521,020	513,474	State Aid Final	282,762	509,121
4310	911 Fees	450,000		450,000	450,000		328,285	427,414
4340	Transfer Tax	3,750,000		3,750,000	3,500,000		3,448,941	4,271,320
4400	Franchise Fees	22,500		22,500	22,500		21,426	21,266
4600	Sale Of Fixed Assets	30,000		30,000	25,000		0	51,504
4700	Interest On Investments	1,475,000	525,000	950,000	300,000	investment rates	838,339	404,551

16

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
4800	Other Miscellaneous Revenue	80,000		80,000	60,000		81,707	144,874
4900	Liquor Licenses	840,000		840,000	780,000		790,738	840,444
4905	Vending Machine Licenses	100,000		100,000	86,000		45,725	89,480
4910	Traders Licenses	90,000		90,000	90,000		5,449	108,993
4915	Occupational Licenses	5,700		5,700	35,000	Bi-Annual license	31,120	5,425
4920	Bingo Permits	16,500		16,500	16,500		14,605	17,640
4925	Tourist & Trailer Park Permits	8,000		8,000	8,000		8,190	10,960
4930	Building Permits	250,000		250,000	215,000		236,020	231,593
4932	Electrical Permits	18,650		18,650	16,000		14,560	18,600
4933	Commercial Plumbing Plan Review	2,500		2,500	2,500		2,815	2,125
4935	Marriage Licenses	24,000		24,000	24,000		14,950	24,510
4936	Civil Ceremony	1,500		1,500	1,500		840	1,420
4940	Shoreline Commissioner Application Fee	12,000		12,000	12,000		9,225	12,975
4941	Shoreline Construction Permit	15,000		15,000	13,000		9,275	15,150
4942	Timber Harvest Permit	2,500		2,500	2,500		2,800	3,400
4943	SEC/SWM Permit	18,000		18,000	16,000		20,900	22,358
4945.010	Environmental Permits Burn Permit	600		600	600		825	525
4945.020	Environmental Permits Campground Permit	3,325		3,325	3,325		275	2,500
4945.030	Environmental Permits Septic Permit	23,500		23,500	23,500		20,275	23,675
4945.040	Environmental Permits Waste Hauler Permit	2,100		2,100	2,100		1,200	2,900
4945.050	Environmental Permits Well Permit	22,000		22,000	25,000		14,240	19,200
4945.060	Environmental Permits Other	300		300	300		0	150
4950	Health Permits	383,532		383,532	385,576		288,605	383,532
4955	Raffle Permits	1,800		1,800	1,800		1,400	1,825
4960	Plumbing Permits	45,000		45,000	40,000		78,185	68,785
4965	Gas Permits	18,000		18,000	18,000		15,830	22,670
4970	Forestry Conservation Review Fees	5,000		5,000	3,000		7,428	8,394
5045	EDU Transfer/Application Fee	2,000		2,000	600		1,000	600
5047	Stormwater Management Review Fee	75,000		75,000	45,000		65,054	78,753
5060.100	Licenses and Permits Board of Zoning Appeal Fee	18,000		18,000	15,000		19,950	18,600

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
5060.300	Licenses and Permits Site Plan Review	11,000		11,000	9,000		11,182	9,260
5060.400	Licenses and Permits Rezoning Fee	4,000		4,000	2,000		4,400	8,189
5060.500	Licenses and Permits Subdivision Review Fee	12,000		12,000	9,000		11,220	10,005
5060.600	Licenses and Permits Text Amendment	2,000		2,000	1,000		700	2,450
5065.100	Sheriff Fees Sheriff Fees - Paper Service	40,000		40,000	40,000		37,835	37,786
5065.105	Sheriff Fees Prescription Drug Collection	0		0	0		0	5,000
5065.200	Sheriff Fees Sheriff Fees - Peddler's License	500		500	500		175	400
5065.300	Sheriff Fees Sheriff Fees - Parking Fines	1,000		1,000	1,000		355	25
5065.400	Sheriff Fees Animal Control Fees	8,000		8,000	8,000		5,675	7,150
5065.405	Sheriff Fees Spay & Neuter Fees	25,000		25,000	25,000		6,550	11,250
5065.600	Sheriff Fees Sheriff's Sale	0		0	0		271	1,013
5065.700	Sheriff Fees Contractual Services	7,000		7,000	7,000		4,980	15,996
5065.990	Sheriff Fees - Other	0		0	0		110	2,698
5070.100	Sale of Publications & Copies Commissioners	500		500	500		120	87
5070.300	Sale of Publications & Copies Dev. Review & Permitting	1,000		1,000	1,000		679	727
5070.400	Sale of Publications & Copies 911 Recordings	50		50	100		0	50
5070.600	Sale of Publications & Copies Elections	500		500	300		1,473	731
5070.700	Sale of Publications & Copies Circuit Court	0		0	100		0	40
5070.900	Sale of Publ & Copies Environmental Programs	0		0	1,000		0	190
5075	Library Use Charges	28,000		28,000	36,000		23,194	39,298
5076	Library Erate Reimbursement	8,500		8,500	30,250		6,478	8,797
5080	County Share Vehicle Tag Fee	4,500		4,500	4,500		2,380	3,438
5085	Liquor Advertising Fees	2,500		2,500	2,500		1,140	2,220
5086	Tourism Co-Op Advertising	1,500		1,500	0		2,000	1,337
5090	Firearms Training Center Fee	3,000		3,000	3,000		0	0
5095.100	Payments For Jail Use Work Release	40,000		40,000	40,000		53,384	48,400
5095.200	Payments For Jail Use ICE Housing	5,200,000		5,200,000	5,200,000		4,044,706	5,519,888
5095.400	Payments For Jail Use State Housing	50,000		50,000	50,000		62,820	49,680
5095.500	Payments For Jail Use Weekenders	5,000		5,000	5,000		6,207	9,830
5095.600	Payments For Jail Use Social Security	10,000		10,000	10,000		9,000	10,400

3

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
5095.700	Payments For Jail Medical Records Reimb.	20,000		20,000	20,000		10,045	26,570
5100.100	Fire Inspection Fees Plan Review Fee	100,000		100,000	75,000		90,592	98,765
5100.200	Fire Inspection Fees Fire Safety Fee	25,000		25,000	25,000		19,395	19,502
5100.300	Fire Inspection Fees Fire Reports	0		0	0		125	50
5100.400	Fire Inspection Fees Hazmat Response Reimb	0		0	0		202	0
5100.600	Fire Inspection Fees Fire Insp. QAP	15,000		15,000	15,000		14,939	13,410
5105.100	Public Works Revenues Pipe Sales	10,000		10,000	10,000		23,650	29,775
5107	Roads Department Fees	35,000		35,000	35,000		46,839	57,345
5110	Recreation Fees	175,000		175,000	148,000		156,848	70,857
5115	Mosquito Control Charges	50,000		50,000	50,000		44,473	47,363
5120	Circuit Court Bar Library	5,000		5,000	5,000		5,000	1,361
5125	Recreation Center Fees	0		0	0		0	146,961
5127	Recreation Center Rental Fees	1,400		1,400	0		0	0
5130	Tourism Programs and Events	3,000		3,000	0		8,106	1,500
5142	Election Filing Fee	0		0	500		0	0
5150.100	Housing Program Fees Program Income	0		0	0		0	698
5155	Community Service Fees	65,000		65,000	65,000		58,570	56,475
5160	Family Services Legal Fees Other	1,500		1,500	1,500		1,400	1,800
5161	Casino Security	15,000		15,000	15,000		8,250	10,910
5162	Seacrets Security	97,696		97,696	97,696		49,913	121,913
5163	Purnell Properties Security	0		0	0		600	16,800
5164	Sunset Marina Security	0		0	0		2,700	3,225
5165	Critical Area Review Fees	27,000		27,000	25,000		28,349	39,388
5167	Water/Sewer Plan Amendment Fee	2,000		2,000	2,000		0	1,000
5175.200	Donations Sponsorship Program Recreation	450		450	200		450	108
5175.205	Donations Sponsorship Youth Scholarship	6,000		6,000	6,000		9,894	0
5181	First Offender Program Fees	0		0	0		0	5,100
5215	Motor Coach Fees	28,000		28,000	28,000		13,213	22,922
5220.010	Park Fees Field Rental	5,000		5,000	30,000		22,815	24,183
5220.020	Park Fees Pavilion Rental	4,000		4,000	4,000		3,250	3,275

F

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
5220.030	Park Fees Tree of Life	400		400	400		0	0
5220.035	Park Fees Tournament Rental	25,000		25,000	0		0	0
5220.040	Park Fees User Fees	240		240	240		366	236
5225	Concession Stand Fees	50,000		50,000	50,000		33,928	44,016
5226	Special Events Fees	14,000		14,000	14,000		1,290	0
5227	Tournament Fees	22,000		22,000	40,000		5,858	0
5230.010	Environmental Fees Perk Test Fee	10,000		10,000	9,900		8,700	16,100
5230.020	Environmental Fees Plat Review Fee	6,000		6,000	8,000		4,910	4,530
5230.030	Environmental Fees Water Sample Fee	400		400	400		250	300
5240	Shared Facility/Service Area Fee	500		500	500		0	0
5245	Solar Renewable Energy Credits	50		50	10,000		164	1,290
5300	Court Fines	50,000		50,000	50,000		40,667	51,382
5310	Civil Infraction Fines	2,500		2,500	2,500		1,750	3,500
5330	Economic Development Programs & Events	3,000		3,000	4,000		0	5,150
5420	Retiree Drug Subsidy	250,000		250,000	226,000		115,246	260,902
5435	BRF Admin Fee	21,000		21,000	21,000		21,799	22,893
5510	Transfers From Other Funds	0		0	208,125	2015 Bond Premium final FY18	208,125	1,143,421
5511	Transfers - Casino/Local Impact Grant Funds	2,236,200	(20,426)	2,256,626	2,490,406	Worcester Career & Technical High School	2,490,406	2,488,812
5515	DHCD Housing Administration Fee	7,000		7,000	7,000		11,049	8,930
5517	Other Housing Rehab Income	4,000		4,000	2,500		0	0
5525	Conservation Easement Admin Fee	20,000		20,000	20,000		0	780
5530	Eastern Shore Library Grant	75,000		75,000	75,000		42,141	75,000
5541	Traffic Safety - SHA	720		720	720		1,464	2,343
5543	Dental Program Reimbursement	22,220		22,220	22,220		13,852	22,138
5600	Federal Payments In Lieu of Tax	20,501		20,501	20,501		0	19,458
5605	MD State Police Grants	0		0	0		0	1,790
5608	VOLT Administration Income	0		0	0		0	8,505
5615	Maryland Coastal Bays	0		0	0		0	6,673

5

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
5625	CDBG Housing Rehab Grant	150,000		150,000	150,000		24,765	124,802
5627	Grant for Economic Devel	0		0	0		0	9,300
5630	Water System Monitoring Grant	17,560		17,560	17,560		(2,138)	18,805
5635	Police Protection Grant	153,146	849	152,297	152,297	State Aid Final	116,117	165,782
5640	State Library Aid	159,476		159,476	154,620		128,850	150,271
5645	Share of State Park Receipts	425,000		425,000	399,442		0	512,706
5650	State Aid for Fire Companies	381,886		381,886	383,381		381,886	383,763
5655	Program Open Space Grant - Parks	676,751		676,751	17,100		0	96,759
5660	Waterway Improvement Grants	23,584		23,584	50,000		26,417	68,135
5662	BRF Operations & Maintenance Grant	10,000		10,000	50,000		(50,000)	50,000
5663	Share of State Forest Land	65,000		65,000	75,000		0	67,344
5664	US Fish and Wildlife Service	0		0	0		0	8,044
5664-020	US Fish and Wildlife Service Other Gen Gov	8,000		8,000	0		0	0
5665	State Aid for Bridges	0		0	0		(7,920)	634,143
5675	Child Support Enforcement Grant	7,000		7,000	7,000		6,123	21,180
5680	State Grant for Critical Areas	13,000		13,000	13,000		13,000	13,000
5688	MD Dept of Aging Grants	0		0	25,000		0	83,251
5700	911 Systems Grant	7,000		7,000	218,274		(77,378)	90,569
5704	MD AOC Security Grant	0		0	120,000		0	0
5705	State Grant for Tourism	102,931		102,931	109,443		3,608	125,788
5712	GOCCP Grant	0		0	0		0	14,987
5725	Family Support Grant	184,820		184,820	184,820		116,983	217,478
5726	Family Support Services MACRO Grant	13,800		13,800	13,800		0	11,100
5730	Septic System BRF Grant Program	240,000		240,000	240,000		(1,688)	122,630
5732	Conservation Easements Reimbursements	60,000		60,000	60,000		43,044	37,550
5735	Other Grants	0		0	0		0	0
5735-010	Other Grants - Roads	559,563	39,264	520,299	239,621	FY19 Transportation Grant	269,214	82,770
5735-025	Other Grants - General Gov	0		0	0		0	240
5735-030	Other Grants - Human Resources	0		0	0		2,000	0

6

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
5735-035	Other Grants - Sheriff	0		0	0		8,293	0
5735-040	Other Grants - Emergency Services	0		0	0		4,095	0
5735-050	Other Grants - Recreation	500		500	500		432	1,128
5735-055	Other Grants - Environmental Programs	0		0	20,000		0	0
5735-060	Other Grants - Library	0		0	0		0	3,400
5745.300	Homeland Security Grant SH5GP	79,890		79,890	79,890		(19,156)	108,421
5745.600	Homeland Security Grant EMPG	75,000		75,000	75,000		0	74,881
5757	Trial Jury Reimbursement	54,000		54,000	54,000		33,105	54,195
5760	Drug Court Grant	218,109		218,109	218,109		98,945	223,476
5762	Heroin Coordinator Grant	65,433		65,433	65,433		37,006	56,531
5765	Dept of Environmental Training LEPC	0		0	0		0	593
5770	Bulletproof Vest Program	4,000		4,000	4,000		0	0
5776	BJAG - Sheriff Grants	0		0	0		0	2,067
5780	Emergency Shelter Grant	0	(119,900)	119,900	110,985	COC Administration	81,949	78,830
5785	MDE Beach Monitoring Grant	3,261		3,261	3,100		3,261	3,261
5845	Salary Reimbursement	500		500	500		183	3,723
5890	Homeless Women Grant	0	(24,557)	24,557	24,557	COC Administration	22,111	24,557
5895	SHA Rte 113 Easement Row	0		0	0		0	39,608
5900	Library Federal Grants	0		0	0		4,822	14,893
5905	Sheriff-Sex Offender Grant	9,444		9,444	9,444		26,510	24,844
5910	Sher-Health Tobacco Enforcement	0		0	0		10,000	10,000
5912	Sheriff-Health Underage Drinking	2,000		2,000	2,000		16,000	16,000
5915	CREP Program	0		0	0		0	0
5915-020	CREP Program - Parks	0		0	0		11,324	0
5915-030	CREP Program - Environmental Prgrams	5,000		5,000	0		0	0
5925	MALPF Admin Fee	5,000		5,000	5,000		0	5,636

7

REVENUES:

Worcester County

5/10/2018

FY2019 Revenue Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/18	Work Session vs FY19 Request	2019 Department Requested	2018 Adopted Budget	Work Session Notes & Changes 5/8/18	FY2018 Actual as of 4/30/18	FY2017 Actual Amount
5930	Rental Assistance Program Grant	0	(40,000)	40,000	40,000	COC Administration	10,000	40,000
5940	Intern Program Grant	10,000		10,000	10,000		10,000	0
5975	Transfers Budget Stabilization	1,698,323	1,698,323	0	1,666,323	Recycling & Convenience Centers	0	0
	Fund Revenue Total: 100 - General Fund	190,030,719	(12,634,660)	202,665,379	198,932,675	(8,901,956)	179,739,772	201,723,068
						Variance: Work Session FY18 Bgt		

Tab

FY2019 Expense Budget
Department Index

Page	
1	Dept. 1001 - County Commissioners
2	Dept. 1002 - Circuit Court
3	Dept. 1003 - Orphan's Court
4	Dept. 1004 - State's Attorney
5	Dept. 1005 - Treasurer's Office
6	Dept. 1006 - Elections Office
8	Dept. 1007 - Human Resources
10	Dept. 1008 - Dev, Review & Permitting
12	Dept. 1010 - Environmental Programs
14	Dept. 1090 - Other General Government
16	Dept. 1101 - Sheriff's Office
19	Dept. 1102 - Emergency Services
21	Dept. 1103 - Jail
23	Dept. 1104 - Fire Marshal
25	Dept. 1105 - Volunteer Fire Depts
26	Dept. 1201 - Maintenance
28	Dept. 1202 - Roads
30	Dept. 1203 - Public Works
32	Dept. 1204 - Boat Landings
33	Dept. 1301 - Health Dept.
34	Dept. 1302 - Mosquito Control
35	Dept. 1401 - Commission on Aging
37	Dept. 1402 - Other Social Services
37	Dept. 1502 - WOR-WIC Comm College
38	Dept. 1505 - Board of Education
39	Dept. 1601 - Recreation Dept.
41	Dept. 1602 - Parks Dept.
43	Dept. 1603 - Libraries
45	Dept. 1604 - Other Recreation & Culture
45	Dept. 1701 - Extension Service
46	Dept. 1702 - Other Natural Resources
46	Dept. 1801 - Economic Development
47	Dept. 1803 - Tourism
48	Dept. 1901 - Taxes Shared with Towns
48	Dept. 1902 - Grants to Towns
49	Dept. 1950 - Benefits & Insurance
49	Dept. 1975 - Debt Service
50	Dept. 1985 - Interfund

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1001 - County Commissioners								
6000.100	Personnel Services Salaries	911,513		911,513	896,287		758,396	871,764
6100.010	Administrative Exp Administrative Exps	1,200		1,200	1,000		774	1,864
6100.060	Administrative Exp Books and Publications	300		300	300		0	0
6100.100	Administrative Exp Dues and Subscriptions	3,493		3,493	3,268		3,109	3,352
6100.165	Administrative Exp Meeting Exp	700		700	700		436	567
6100.190	Administrative Exp Office Supplies	6,000		6,000	6,000		3,581	3,927
6100.210	Administrative Exp Paper	3,300		3,300	2,800		1,984	3,133
6100.230	Administrative Exp Postage & Freight	720		720	720		299	831
6110.050	Supplies & Equipment Camera Equipment	0		0	1,000		0	0
6110.090	Supplies & Equipment Computers & Printers	890		890	0		0	0
6110.245	Supplies & Equipment Mobile Phones	6,000		6,000	5,400		3,765	5,364
6110.290	Supplies & Equipment Other Office Equipment	0		0	0		614	0
6130.010	Supplies & Equipment Copier Lease	13,600		13,600	13,600		10,292	13,616
6510.020	Legal Services County Attorney Exps	6,490		6,490	6,043		4,210	6,428
6510.035	Legal Services County Code Exps	11,743		11,743	11,743		8,651	4,022
6510.050	Legal Services Court Reporters	360		360	360		240	480
6510.085	Legal Services Other Legal Exps	(12,000)		(12,000)	(8,000)		(10,942)	(18,958)
6510.100	Legal Services Special Attorneys	0		0	0		0	2,876
6540.020	Vehicle Operating Exps Fuel - WC Fleet	3,100		3,100	3,100		1,922	2,381
6540.030	Vehicle Operating Exps Vehicle Maintenance	400		400	400		426	574
6540.040	Vehicle Operating Exps Vehicle Registration	0		0	0		0	100
6540.045	Vehicle Operating Exp Vehicle Repairs Outside	0		0	0		125	0
6550.270	Building Site Exps Telephone	1,344		1,344	1,344		990	1,309
6900.010	Advertising Budget Advertisements	2,000		2,000	2,000		978	1,432
6900.030	Advertising Legislative Advertisements	11,000		11,000	12,000		5,595	9,302
7000.020	Travel, Training & Exp Board Member Allowance	21,000		21,000	21,000		17,500	21,000
7000.060	Travel Training & Exp Educational Training	3,800		3,800	3,785		2,279	3,438
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	21,314		21,314	21,569		7,954	11,458
7000.115	Travel, Training & Exp Exp Mileage	800		800	800		203	809
8010.110	Interfund Water & Wastewater Enterprise Ch	(60,256)		(60,256)	(59,684)		(43,615)	(58,109)
8010.120	Interfund Landfill Enterprise Charges	(30,128)		(30,128)	(29,842)		(21,808)	(29,054)
8010.220	Interfund Dept. of Liquor Control Charges	0		0	0		0	(16,084)
8010.010	Capital Equipment New Vehicles	0		0	0		0	37,258
Department Total: 1001 - County Commissioners		928,683		928,683	917,693	10,990	757,958	885,079
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2018 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1002 - Circuit Court								
6000.100	Personnel Services Salaries	911,350		911,350	903,400		764,287	864,917
6000.400	Personnel Services Overtime Pay	0		0	0		0	1,331
6100.010	Administrative Exp Administrative Exps	3,500		3,500	5,000		5,564	1,725
6100.060	Administrative Exp Books and Publications	2,000		2,000	6,000		345	2,487
6100.080	Administrative Exp Copier Supplies	180		180	180		256	196
6100.100	Administrative Exp Dues and Subscriptions	3,325		3,325	2,457		2,491	2,212
6100.110	Administrative Exp Envelopes	1,500		1,500	1,500		1,834	1,454
6100.150	Administrative Exp Incentives & Events	1,515		1,515	1,515		800	1,407
6100.190	Administrative Exp Office Supplies	7,320		7,320	7,320		6,979	8,003
6100.210	Administrative Exp Paper	2,500		2,500	2,500		1,390	1,651
6110.080	Supplies & Equipment Computer Repairs & Supplies	0		0	0		0	2,425
6110.090	Supplies & Equipment Computers & Printers	0		0	0		1,293	0
6110.120	Supplies & Equipment Equipment Rental	1,200		1,200	1,200		954	1,069
6110.170	Supplies & Equipment Jury Exps	3,500		3,500	3,500		959	1,686
6110.270	Supplies & Equipment Office Equipment Repairs	300		300	300		19	705
6110.280	Supplies & Equipment Office Furniture	4,090		4,090	4,090		2,930	3,892
6110.290	Supplies & Equipment Other Office Equipment	810		810	810		0	220
6130.010	Equipment Maintenance Copier Lease	7,860		7,860	7,860		6,550	7,860
6130.070	Equipment Maint Software Maintenance Agreements	10,410		10,410	10,410		9,094	8,427
6150.050	Uniforms & personal Equip - Uniforms	500		500	0		0	500
6160.040	Grant Programs Court Security Grant	0		0	120,000	State Grant FY18	20,387	0
6160.060	Grant Programs Drug Treatment Court	66,772		66,772	66,772	State Grant	28,890	68,335
6160.070	Grant Programs Family Support Services	50,395		50,395	50,395	State Grant	70,603	78,713
6160.071	Grant Programs MACRO Mediation Conflict Res Ofc	13,800		13,800	13,800	State Grant	0	11,100
6510.030	Legal Services Court Appointed Attorneys	8,000		8,000	5,000		4,796	8,663
6510.040	Legal Services Court Library Levy	2,000		2,000	2,000		2,000	2,000
6510.050	Legal Services Court Reporters	5,000		5,000	10,000		3,417	1,798
6510.055	Legal Services Family Support Service - Other	0		0	0		1,200	1,900
6510.080	Legal Services Jury Per Diem	90,000		90,000	90,000		65,000	90,255
6530.040	Consulting Services Consulting Services	0		0	0		0	13,805
6550.270	Building Site Exps Telephone	5,500		5,500	10,300		4,265	6,215
6700.050	Other Maint. & Svcs Phone Service	1,800		1,800	1,800		0	0
6900.025	Advertising Legal Advertisements	0		0	0		0	372
7000.040	Travel, Training & Exp Continuing Education/Certificati	400		400	3,000		992	218
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	6,300		6,300	1,775		560	1,073
7000.115	Travel, Training & Exp Mileage	4,225		4,225	5,850		1,765	4,366
Department Total: 1002 - Circuit Court		1,216,052		1,216,052	1,338,734	(122,682)	1,009,619	1,200,981
						Variance: Committee Review/FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY18 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1003 - Orphan's Court								
6000.100	Personnel Services Salaries	21,000		21,000	21,000		17,769	19,115
7000.020	Travel, Training & Exp Board Member Allowance	4,800		4,800	4,800		4,000	4,467
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,494		2,494	2,494	mandated training	122	460
Department Total - (003 - Orphan's Court)		28,294		28,294	28,294	0	21,891	24,042
						Variance Committee Review: FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1004 - State's Attorney								
6000.100	Personnel Services Salaries	1,243,850	(2,451)	1,246,301	1,248,972	state attorney salary	981,909	1,154,255
6100.010	Administrative Exp Administrative Exps	6,500		6,500	6,500		3,035	6,022
6100.060	Administrative Exp Books and Publications	0		0	0		56	0
6100.100	Administrative Exp Dues and Subscriptions	4,935		4,935	4,900		3,031	2,950
6100.160	Administrative Exp Legal Books & Publications	8,000		8,000	8,000		8,092	8,944
6100.165	Administrative Exp Meeting Expense	0		0	0		0	208
6100.190	Administrative Exp Office Supplies	11,000		11,000	11,000		7,665	10,040
6110.090	Supplies & Equipment Computers & Printers	4,413		4,413	6,694		2,032	3,544
6110.245	Supplies & Equipment Mobile Phones	6,500		6,500	3,750		2,666	4,747
6110.280	Supplies & Equipment Office Furniture	2,000		2,000	2,000		0	4,158
6110.290	Supplies & Equipment Other Office Equipment	2,000		2,000	2,000		0	0
6110.350	Supplies & Equipment Scanners	0		0	0		0	7,350
6110.390	Supplies & Equipment Small Equipment	2,000		2,000	2,000		0	0
6130.010	Equipment Maintenance Copier Lease	7,600		7,600	7,600		6,682	7,117
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	756		756	756		420	721
6130.070	Equipment Maint Software Maintenance Agreements	1,550		1,550	1,550		482	1,514
6150.060	Uniforms & Personal Equipment Ammunition	1,000		1,000	1,000		0	0
6510.020	Legal Services County Attorney Exps	0		0	0		0	60
6510.060	Legal Services Investigation Exps	800		800	800		348	166
6510.090	Legal Services Prosecution Exps	2,000		2,000	2,000		0	3,500
6510.110	Legal Services Transcripts	5,000		5,000	4,000		6,763	4,364
6530.115	Consulting Services Psychological Services	0		0	0		0	350
6540.020	Vehicle Operating Exps Fuel - WC Fleet	10,000		10,000	10,000		3,502	5,559
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,500		1,500	1,500		1,807	2,439
6550.028	Building Site Expense - Cable	1,000		1,000	0		1,008	0
6550.270	Building Site Exps Telephone	11,500		11,500	11,500		7,175	9,615
6900.040	Advertising Personnel Advertisements	500		500	500		442	442
7000.060	Travel, Training & Exp Educational Training	0		0	0		0	728
7000.080	Travel, Training & Exp Extradition Expense	16,000		16,000	20,000		10,175	11,152
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	8,500		8,500	8,500		2,505	1,478
7000.115	Travel, Training & Exp Mileage	1,000		1,000	1,000		0	131
7000.130	Travel, Training & Exp Witness Exps	1,000		1,000	1,000		0	0
Department Total: 1004 - State's Attorney		1,360,904	(2,451)	1,363,355	1,367,522	(6,818)	1,049,792	1,251,554
						Variance: Committee Review/FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17	
Department: 1005 - Treasurer's Office									
6000.100	Personnel Services Salaries	1,162,981		1,162,981	1,218,981		1,013,430	1,112,348	
6100.055	Administrative Exp Bond	1,500		1,500	1,000		1,500	1,500	
6100.060	Administrative Exp Books and Publications	1,100		1,100	1,000		753	1,117	
6100.100	Administrative Exp Dues and Subscriptions	2,900		2,900	3,000		1,494	2,585	
6100.110	Administrative Exp Envelopes	1,600		1,600	1,500		2,285	1,692	
6100.130	Administrative Exp Food Tax Bills & Envelopes	400		400	500		265	274	
6100.190	Administrative Exp Office Supplies	12,500		12,500	12,500		8,341	10,034	
6100.210	Administrative Exp Paper	1,850		1,850	1,800		948	1,741	
6100.220	Administrative Exp Payroll Checks & Forms	4,500		4,500	4,600		1,251	3,335	
6100.230	Administrative Exp Postage & Freight	100		100	200		0	0	
6100.250	Administrative Exp Room Tax Bills & Envelopes	600		600	500		265	958	
6100.260	Administrative Exp Tax Bills & Envelopes	19,000		19,000	19,000		16,808	16,818	
6110.090	Supplies & Equipment Computers & Printers	7,263		7,263	9,177		4,235	3,503	
6110.245	Supplies & Equipment Mobile Phones	900		900	1,000		647	709	
6110.270	Supplies & Equipment Office Equipment Repairs	600		600	500		1,003	0	
6110.290	Supplies & Equipment Other Office Equipment	900		900	800		1,146	0	
6130.010	Equipment Maintenance Copier Lease	3,500		3,500	4,000		1,764	2,374	
6130.020	Equipment Maint Equipment Annual Maint Contr.	73,632		73,632	70,126	Tax Software Maint	70,126	66,787	
6510.085	Legal Services Other Legal Exps	1,800		1,800	1,900		836	1,493	
6530.110	Consulting Services Programming	1,200		1,200	1,200		0	1,200	
6550.270	Building Site Exps Telephone	3,100		3,100	3,200		1,596	2,345	
7000.040	Travel, Training & Exp Continuing Education/Certificati	3,900		3,900	3,365		0	9,519	
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	1,235		1,235	935		560	0	
7000.115	Travel, Training & Exp Mileage	1,600		1,600	1,600		987	1,320	
8010.110	Interfund Water & Wastewater Enterprise Ch	(177,888)		(177,888)	(190,460)		(139,663)	(182,372)	
8010.120	Interfund Landfill Enterprise Charges	(62,032)		(62,032)	(63,638)		(45,701)	(58,942)	
8010.220	Interfund Dept. of Liquor Control Charges	0		0	0		0	(36,496)	
9010.170	Capital Equipment Software	0		0	0		0	3,545	
Department Total: 1005 - Treasurer's Office		1,068,741		1,068,741	1,108,286		(39,545)	944,876	967,387
						Variance: Committee Review FY18 Bgt			

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1006 - Elections Office								
6000.100	Personnel Services Salaries	15,000		15,000	15,000		12,692	15,000
6000.500	Personnel Services State Employee Salary & Benefit	462,401		462,401	383,362	based on State Estimate	304,096	413,197
6100.100	Administrative Exp Dues and Subscriptions	575		575	575		300	575
6100.110	Administrative Exp Envelopes	1,000		1,000	1,000		0	834
6100.180	Administrative Exp National Voter Regis Postcards	646		646	490		160	0
6100.190	Administrative Exp Office Supplies	8,500		8,500	8,500		5,779	5,807
6100.210	Administrative Exp Paper	750		750	750		300	733
6110.090	Supplies & Equipment Computers & Printers	6,740		6,740	3,380		323	7,043
6110.245	Supplies & Equipment Mobile Phones	1,440		1,440	1,440		825	1,342
6110.290	Supplies & Equipment Other Office Equipment	0		0	0		0	700
6110.440	Supplies & Equipment Voting Machines	120,616		120,616	108,836	voting machines	40,985	72,105
6120.010	Voting Machine & Poll Exps Absentee Ballot Exps	3,000		3,000	3,000		0	0
6120.020	Voting Machine & Poll Exps Ballot Exps	550	(4,000)	4,550	4,550	early voting rent savings	0	0
6120.030	Voting Machine & Poll Exps Demo Pay	1,000		1,000	1,000		0	0
6120.040	Voting Mach & Poll Exp Election Board Member Mileage	2,500		2,500	2,500		0	2,766
6120.050	Voting Machine & Poll Exps Election Cell Phone	2,025		2,025	2,025		0	0
6120.060	Voting Machine & Poll Exps Election Judge Exp	108,700		108,700	106,300		3,496	81,377
6120.070	Voting Mach & Poll Exp Election Judge Training Material	9,600		9,600	9,600		6,387	0
6120.080	Voting Machine & Poll Exps Poll Rent & School Exp	2,450		2,450	3,500		0	3,500
6120.090	Voting Machine & Poll Exps Specimen Ballot Exp	22,000		22,000	22,000		0	19,399
6120.095	Voting Machine & Poll Exp. State Allocation County	5,370		5,370	4,643		2,326	54,351
6120.110	Voting Machine & Poll Exp Voter Notification Cards	1,650		1,650	1,650		1,570	1,262
6120.120	Voting Machine & Poll Exp Voting Machine Supplies	6,000		6,000	6,000		0	0
6130.010	Equipment Maintenance Copier Lease	1,627		1,627	1,627		1,220	1,760
6130.070	Equipment Maint Software Maintenance Agreements	5,105		5,105	5,560		1,368	236
6130.100	Equipment Maint Other Equipment Lease	1,769		1,769	0		1,412	0
6150.050	Uniforms & personal Equip - Uniforms	0		0	0		375	0
6530.150	Consulting Services Temporary Clerical Staff	38,640	(8,160)	46,800	14,400		586	9,296
6550.030	Building Site Exps Carpet/VCT Cleaning	300		300	300		0	430
6550.040	Building Site Exps Cleaning Contract	2,700		2,700	2,700		2,009	2,472
6550.050	Building Site Exps Custodial Supplies	625		625	625		252	195
6550.060	Building Site Exps Electricity	8,000		8,000	6,000		5,515	5,960
6550.080	Building Site Exps Fire Alarm Testing	250		250	250		250	250
6550.081	Building Site Exps Fire Extinguishers	100		100	75		64	20
6550.090	Building Site Exps General Maintenance Repairs	2,000		2,000	2,000		1,027	670
6550.125	Building Site Exps HVAC Repairs/Replacement	0		0	0		0	1,987
6550.170	Building Site Exps Office Rent/Lease	75,000		75,000	7,200	Office Space Lease	0	0
6550.180	Building Site Exps Pest Control/Termite Insp	1,100		1,100	1,100		0	963

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6550.220	Building Site Exps Security Alarm Monitoring	750		750	204		102	204
6550.270	Building Site Exps Telephone	5,080		5,080	5,080		2,661	3,387
6550.280	Building Site Exps Tipping Fees	0		0	0		304	10
6550.300	Building Site Exp Trash Removal	0		0	0		715	0
6550.310	Building Site Exps Water & Sewer	400		400	400		274	365
7000.020	Travel, Training & Exp Board Member Allowance	2,064		2,064	2,064		227	1,000
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	9,177		9,177	7,045		6,173	1,414
7000.115	Travel, Training & Exp Mileage	1,500		1,500	1,500		1,467	1,846
Department Total: 1000 - Elections Office		938,700	(12,160)	950,860	748,231	190,448	405,238	712,455
						Variance: Committee Review/FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2018 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1007 - Human Resources								
6000.100	Personnel Services Salaries	400,146		400,146	351,888		298,443	338,588
6100.010	Administrative Exp Administrative Exps	850		850	250		264	314
6100.040	Administrative Exp Alcohol and Drug Testing Supplie	200		200	200		0	140
6100.050	Administrative Exp Books and Publications	600		600	1,195		961	415
6100.080	Administrative Exp Copier Supplies	0		0	0		0	177
6100.100	Administrative Exp Dues and Subscriptions	805		805	833		571	498
6100.110	Administrative Exp Envelopes	350		350	350		(48)	697
6100.150	Administrative Exp Incentives & Events	4,750		4,750	4,750		4,503	3,982
6100.190	Administrative Exp Office Supplies	3,000		3,000	2,775		1,146	2,250
6100.210	Administrative Exp Paper	1,100		1,100	1,100		838	900
6110.050	Supplies & Equipment Camera Equipment	300		300	0		0	0
6110.080	Supplies & Equipment Computer Repairs & Supplies	0		0	0		552	0
6110.090	Supplies & Equipment Computers & Printers	1,505		1,505	2,302		681	4,117
6110.245	Supplies & Equipment Mobile Phones	1,800		1,800	1,100		982	1,200
6110.290	Supplies & Equipment Other Office Equipment	600		600	200		81	2,688
6110.310	Supplies & Equipment Promotional Materials	0		0	100		85	96
6110.320	Supplies & Equipment Radio Supplies	1,500		1,500	0		0	0
6110.340	Supplies & Equipment Safety Program Equipment	780		780	0		0	0
6130.010	Equipment Maintenance Copier Lease	2,400		2,400	3,500		1,621	2,192
6170.050	Program Exp Volunteer Appreciation Events	3,500		3,500	3,500		3,221	3,000
6510.020	Legal Services County Attorney Exps	500		500	1,000		328	373
6530.050	Consulting Services Crisis/Fitness for Duty	1,000		1,000	1,000		0	0
6530.080	Consulting Services Physicals, Shots & Drug Testing	12,000		12,000	13,000		4,697	8,296
6530.180	Consulting Services Web Page	0		0	0		0	66
6540.020	Vehicle Operating Exps Fuel - WC Fleet	3,750		3,750	2,750		1,612	1,984
6540.030	Vehicle Operating Exps Vehicle Maintenance	2,000		2,000	2,000		650	1,266
6540.040	Vehicle Operating Exp. Vehicle Registration	100		100	0		100	0
6540.060	Vehicle Operating Exps Vehicle Equipment	3,700		3,700	0		0	1,490
6550.270	Building Site Exps Telephone	400		400	400		277	360
6900.040	Advertising Personnel Advertisements	500		500	200		165	150
7000.040	Travel, Training & Exp Education/Certification	1,500		1,500	0		0	0
7000.060	Travel, Training & Exp Educational Training	2,700		2,700	2,000		900	817
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	950		950	2,050		1,281	560
7000.115	Travel, Training & Exp Mileage	895		895	205		137	197

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
8010.110	Interfund Water & Wastewater Enterprise Ch	(43,699)		(43,699)	(42,227)		(30,928)	(40,042)
8010.120	Interfund Landfill Enterprise Charges	(25,491)		(25,491)	(24,632)		(18,000)	(23,358)
8010.220	Interfund Dept. of Liquor Control Charges	0		0	0		0	(3,892)
9010.010	Capital Equipment New Vehicles	42,000	19,000	23,000	28,000	Safety and Volunteer Coordinator	25,561	0
Department Total: 1007 - Human Resources		426,991	19,000	407,991	359,789	67,202	300,682	309,521
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1008 - Development, Review & Permits								
6000.100	Personnel Services Salaries	1,340,506	(29,536)	1,370,042	1,324,167		1,074,996	1,229,337
6100.010	Administrative Exp Administrative Exps	60		60	60		50	62
6100.060	Administrative Exp Books and Publications	1,100		1,100	1,100		785	1,465
6100.070	Administrative Exp International Bldg Code	500		500	2,000		1,969	0
6100.080	Administrative Exp Copier Supplies	75		75	75		0	0
6100.100	Administrative Exp Dues and Subscriptions	1,936		1,936	1,936		1,728	1,589
6100.110	Administrative Exp Envelopes	1,500		1,500	1,500		423	903
6100.190	Administrative Exp Office Supplies	2,625		2,625	2,625		1,331	1,790
6100.210	Administrative Exp Paper	1,500		1,500	1,500		885	1,484
6100.230	Administrative Exp Postage & Freight	150		150	150		49	53
6100.240	Administrative Exp Printing Exp	1,500		1,500	1,500		1,215	1,454
6110.080	Supplies & Equipment Computer Repairs & Supplies	750		750	750		279	0
6110.090	Supplies & Equipment Computer & printer	2,928		2,928	3,220		2,282	0
6110.140	Supplies & Equipment GIS Mapping Supplies	3,200		3,200	2,500		2,763	2,264
6110.245	Supplies & Equipment Mobile Phones	3,000		3,000	3,000		1,709	2,071
6110.270	Supplies & Equipment Office Equipment Repairs	300		300	300		54	0
6110.340	Supplies & Equipment Safety Program Equipment	150		150	150		0	0
6110.390	Supplies & Equipment Small Equipment	500		500	500		0	0
6130.010	Equipment Maintenance Copier Lease	5,663		5,663	5,663		3,533	8,167
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	1,100		1,100	0		0	0
6130.060	Equipment Maintenance Software Licensing	700		700	830		1,286	171
6170.080	Program Exp Special Loans Administration	22,000		22,000	22,000		20,130	21,510
6180.010	Housing Rehabilitation Program CDBG Advertising	2,400		2,400	2,400		807	691
6180.020	Housing Rehab Program CDBG Appraisals & Credit	2,400		2,400	2,400		592	447
6180.030	Housing Rehab Program CDBG Consulting	30,300		30,300	30,300	per contract	20,190	29,640
6180.040	Housing Rehab Program CDBG Housing Rehab	150,000		150,000	150,000		43,027	124,802
6180.050	Housing Rehab Program Housing Rental&Disability Cons	2,800		2,800	2,800		0	1,769
6180.060	Housing Rehab Program Lead Paint Contract	23,000		23,000	20,000		1,450	21,147
6180.070	Housing Rehab Program Program Income Expense	0		0	0		0	698
6180.080	Housing Rehab Program Special Loan Fee Expense	7,000		7,000	7,000		4,040	6,055
6510.010	Legal Services Board/Commission Attorney	25,000		25,000	22,500		19,640	18,950
6510.020	Legal Services County Attorney Exps	2,250		2,250	2,250		2,030	1,866
6510.050	Legal Services Court Reporters	3,500		3,500	3,500		2,260	3,410
6540.020	Vehicle Operating Exps Fuel - WC Fleet	10,000		10,000	10,000		7,239	7,656
6540.030	Vehicle Operating Exps Vehicle Maintenance	5,000		5,000	5,000		2,745	5,996
6550.080	Building Site Exps Fire Extinguishers	0		0	0		0	98
6550.270	Building Site Exps Telephone	1,995		1,995	1,995		1,800	2,446
6700.050	Other Maint. & Svcs Phone Service	375		375	375		0	0

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6900.025	Advertising Legal Advertisements	12,000		12,000	10,000		8,420	12,357
7000.020	Travel, Training & Exp Board Member Allowance	13,450		13,450	13,450		9,721	10,273
7000.040	Travel, Training & Exp Continuing Education/Certificati	650		650	200		727	150
7000.060	Travel, Training & Exp Educational Training	3,000		3,000	3,000		192	722
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	3,940		3,940	2,981		2,758	462
8010.110	Interfund Water & Wastewater Enterprise Ch	(14,675)		(14,675)	(13,973)		(10,211)	(13,166)
8010.200	Interfund DRP Chargeback - Engr Svcs	(60,297)		(60,297)	(60,297)		(60,297)	(56,837)
9010.010	Capital Equipment New Vehicles	60,000		60,000	0	3 vehicles	0	0
9010.060	Capital Equipment Other	0		0	23,000		16,979	0
Department Total (100) - Development, Review & Permits		1,675,831	(29,536)	1,705,367	1,614,407	61,424	1,189,575	1,451,952
						Variance - Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1010 - Environmental Programs								
6000.100	Personnel Services Salaries	975,566	[24,481]	1,000,047	957,979		788,801	923,295
6100.010	Administrative Exp Administrative Exps	0		0	0		0	52
6100.030	Administrative Exp Alcohol and Drug Testing	100		100	100		45	0
6100.060	Administrative Exp Books and Publications	300		300	300		0	211
6100.080	Administrative Exp Copier Supplies	30		30	30		0	0
6100.100	Administrative Exp Dues and Subscriptions	1,870		1,870	1,870		216	1,484
6100.190	Administrative Exp Office Supplies	2,660		2,660	2,660		2,265	2,875
6100.210	Administrative Exp Paper	500		500	500		453	356
6100.230	Administrative Exp Postage & Freight	50		50	50		0	7
6100.240	Administrative Exp Printing Exp	400		400	400		54	316
6110.080	Supplies & Equipment Computer Repairs & Supplies	2,000		2,000	2,000		0	1,863
6110.090	Supplies & Equipment Computers & Printers	1,360		1,360	8,278		2,727	0
6110.140	Supplies & Equipment GIS Mapping Supplies	1,000		1,000	1,000		933	996
6110.245	Supplies & Equipment Mobile Phones	6,820		6,820	4,560		3,058	2,064
6110.270	Supplies & Equipment Office Equipment Repairs	100		100	100		0	0
6110.295	Supplies & Equipment Program Supplies and Equipment	2,000		2,000	2,000		736	566
6110.340	Supplies & Equipment Safety Program Equipment	150		150	150		0	119
6110.390	Supplies & Equipment Small Equipment	652		652	1,492		1,144	124
6130.010	Equipment Maintenance Copier Lease	2,400		2,400	2,400		1,506	2,467
6150.050	Uniforms & personal Equip - Uniforms	0		0	0		0	880
6160.140	Grant Programs Septic Upgrade Grant	240,000		240,000	240,000		65,009	101,715
6160.170	Grant Programs Water Resources Planning Project	0		0	0		0	4,589
6510.020	Legal Services County Attorney Exps	2,750		2,750	2,750		672	714
6530.040	Consulting Services Consulting Services	0		0	0		0	2,800
6530.140	Consulting Services Stormwater Management Review	78,947		78,947	42,750		61,802	75,148
6540.020	Vehicle Operating Exps Fuel - WC Fleet	13,000		13,000	12,000		8,909	12,051
6540.030	Vehicle Operating Exps Vehicle Maintenance	5,400		5,400	5,843		2,715	5,260
6540.040	Vehicle Operating Vehicle Registration	0		0	0		0	600
6540.045	Vehicle Operating Exp Vehicle Repairs Outside	0		0	0		720	0
6550.270	Building Site Exps Telephone	1,045		1,045	1,045		775	1,006
6700.050	Other Maint. & Svcs Phone Service	500		500	500		0	425
6900.025	Advertising Legal Advertisements	1,200		1,200	1,200		518	676
6900.060	Advertising Water & Sewer Plan Amendments	2,000		2,000	2,000		0	0

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
7000.020	Travel, Training & Exp Board Member Allowance	0		0	0		0	350
7000.040	Travel, Training & Exp Continuing Education/Certificati	2,996		2,996	576		95	0
7000.060	Travel, Training & Exp Educational Training	1,705		1,705	3,325		2,310	3,290
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	854		854	1,022		195	379
7000.115	Travel, Training & Exp Mileage	374		374	374		0	0
8010.110	Interfund Water & Wastewater Enterprise Ch	(24,547)		(24,547)	(24,547)		(17,938)	(23,138)
9010.010	Capital Equipment New Vehicles	0		0	0		0	143,253
Department Total 5/15/18 Environmental Programs		1,324,182	(24,481)	1,348,663	1,274,707	48,475	927,718	1,266,793
						Variance: Committee Review/ FY18 Budget		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY18 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1090 - Other General Government								
6100.100	Administrative Exp Dues and Subscriptions	18,831		18,831	19,205		16,929	18,013
6100.165	Administrative Exp Meeting Exp	1,300		1,300	1,300		620	798
6100.190	Administrative Exp Office Supplies	5,000		5,000	5,000		240	468
6100.230	Administrative Exp Postage & Freight	145,000		145,000	145,000		77,821	138,577
6110.080	Supplies & Equipment Computer Repairs & Supplies	10,000		10,000	10,000		8,849	10,099
6110.090	Supplies & Equipment Computers & Printers	20,000		20,000	26,195		9,940	9,510
6110.110	Supplies & Equipment Disaster Preparedness Materials	3,000		3,000	3,000		346	0
6110.165	Supplies & Equipment IT	4,000		4,000	1,000		830	1,045
6110.270	Supplies & Equipment Office Equip Repairs	1,500		1,500	1,500		0	574
6110.290	Supplies & Equipment Other Office Equipment	0		0	0		1,692	9,878
6110.320	Supplies & Equipment Radio Supplies	0		0	0		37,128	0
6110.350	Supplies & Equipment Scanners	14,000		14,000	6,000		4,900	4,549
6130.020	Equipment Maintenance Equip. Annual Maint Contract	143,000		143,000	0		0	0
6130.042	Equipment Maintenance Network	205,000		205,000	165,000		94,680	128,309
6130.060	Equipment Maintenance Software Licensing	65,000		65,000	65,000		21,080	42,180
6130.070	Equipment Maint Software Maint Agreements	261,905		261,905	253,488		217,402	188,650
6130.075	Equipment Maintenance Software Upgrades	5,970		5,970	20,345		20,344	5,706
6130.100	Equipment Maintenance Other Equipment Lease	4,172		4,172	4,172		3,129	4,171
6500.090	Systems Maintenance Wireless Network Upgrades	4,500		4,500	4,500	Gov Ctr wireless 3rd Floor	0	560
6530.010	Consulting Services Annual Audit Fees	45,000		45,000	45,000		41,000	39,270
6530.040	Consulting Services Consulting Services	25,000		25,000	0	Legal Services	0	0
6545	Energy	15,000		15,000	15,000		0	0
6550.010	Building Site Exps Building/Property Improvement	40,472	40,472	0	0	Lease improvements Royal Plus	9,819	13,447
6550.020	Building Site Exps Buildings & Grounds Maintenance	0		0	0		6,752	3,221
6550.030	Building Site Exps Carpet/VCT Cleaning	12,980		12,980	13,000		4,937	6,578
6550.040	Building Site Exps Cleaning Contract	99,800		99,800	99,500		69,742	94,054
6550.050	Building Site Exps Custodial Supplies	19,950		19,950	20,150		13,016	16,158
6550.060	Building Site Exps Electricity	300,500		300,500	290,300		183,476	246,017
6550.070	Building Site Exps Elevator Testing	15,526		15,526	15,526		13,739	16,300
6550.080	Building Site Exps Fire Alarm Testing	5,890		5,890	5,890		3,548	3,248
6550.081	Building Site Exps Fire Extinguishers	545		545	570		798	335
6550.085	Building Site Exps Generator Fuel Oil	800		800	800		0	543
6550.090	Building Site Exps General Maintenance Repairs	119,600		119,600	114,600		83,016	95,576
6550.100	Building Site Exps Generator Services & Repairs	7,085		7,085	7,085		1,463	1,152
6550.110	Building Site Exps Heating Fuel Oil	31,500		31,500	41,500		28,443	20,561
6550.120	Building Site Exps Heating Propane	22,700		22,700	21,600		19,008	13,753
6550.124	Building Site Exps HVAC Loop Water Treatment	5,100		5,100	5,100		2,214	3,519

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17	
6550.135	Building Site Exps Insurance Claim Exps	0		0	0		0	2,378	
6550.140	Building Site Exps Internet Access	1,440		1,440	0		1,156	0	
6550.170	Building Site Exps Office Rent/Lease	2,760	(1,900)	4,660	4,660	Reduce MD/VA line rent	2,530	2,760	
6550.180	Building Site Exps Pest Control/Termite Insp	1,955		1,955	1,955		912	1,274	
6550.220	Building Site Exps Security Alarm Monitoring	3,393		3,393	2,193		1,667	1,829	
6550.230	Building Site Exps Security System Exps	5,500		5,500	5,500		4,830	5,644	
6550.240	Building Site Exps Septic Tank Cleaning	400		400	400		0	410	
6550.250	Building Site Exps Sprinkler Testing	2,500		2,500	2,500		1,830	2,430	
6550.260	Building Site Exps Taxes	650		650	650		272	583	
6550.270	Building Site Exps Telephone	68,970		68,970	67,215		40,914	58,459	
6550.280	Building Site Exps Tipping Fees	850		850	900		1,577	645	
6550.300	Building Site Exps Trash Removal	6,760		6,760	6,400		4,736	4,873	
6550.305	Building Site Exps Utility Locator	500		500	400		400	182	
6550.310	Building Site Exps Water & Sewer	13,390		13,390	13,310		5,781	13,014	
6550.320	Building Site Exps Water Treatment	18,000		18,000	18,000		10,218	16,704	
6700.250	Other Maint & Svcs Internet Service	4,800		4,800	3,000		2,258	2,753	
7000.050	Travel, Training & Exp Courier Service	3,500		3,500	3,500		768	2,430	
7000.060	Travel, Training & Exp Educational Training	3,700		3,700	700		0	0	
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	26,950		26,950	21,800		14,895	28,145	
7040.010	Tri-County Council Shore Transit MTA Local Match	284,000		284,000	284,000		284,000	284,000	
7040.020	Tri-County Council Shore Transit Capital Match	75,103		75,103	75,103		75,103	60,305	
7040.030	Tri-County Council Tri-County Council	15,000		15,000	15,000		15,000	15,000	
7120.110	Other Non-Matching - Briddletown Service Area Appro.	26,000		26,000	26,000		26,000	26,000	
7120.130	Other Non-Matching Exps SDAT Exp	621,610	(547,805)	1,169,415	622,852	SDAT State Final	496,513	607,796	
7200.010	Bond & Interest Expense	32,844		32,844	0	Snow Hill Warehouse	27,365	0	
7500	Other Expenses	63,797		63,797	63,797		47,409	23,883	
9010.020	Capital Equipment Public Safety Electronic Equipment	0		0	58,000		9,996	0	
9010.050	Capital Equipment Building Improvements	0		0	47,140		52,880	0	
9010.180	Capital Equipment Infrastructure	0		0	100,000		304,920	336,726	
9010.220	Capital Equipment Phone Systems	0		0	0		0	19,922	
Department Total - Other General Government		2,963,998	(509,233)	3,473,231	2,871,301		82,687	2,430,830	2,654,964
						Variance	Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1101 - Sheriff's Office								
6000.100	Personnel Services Salaries	5,359,725	(196,272)	5,555,997	5,382,816	1 school resource	4,330,294	5,007,028
6000.400	Personnel Services Overtime Pay	321,411	(231,809)	553,220	256,411		414,280	500,274
6000.401	Personnel Svcs Overtime Pay Grants/Reimbursements	134,498		134,498	134,498		85,179	138,098
6000.450	Personnel Services Overtime Pay- Kennel Pay	80,288		80,288	80,288		80,150	79,954
6100.010	Administrative Exp Administrative Exps	200		200	200		108	49
6100.030	Administrative Exp Alcohol and Drug Testing	600		600	600		90	0
6100.050	Administrative Exp Background Checks	940		940	940		733	761
6100.055	Administrative Exp Bond	750		750	0		0	0
6100.060	Administrative Exp Books and Publications	5,565		5,565	5,565		2,344	5,029
6100.080	Administrative Exp Copier Supplies	240		240	240		0	0
6100.100	Administrative Exp Dues and Subscriptions	5,695		5,695	4,745		2,761	3,514
6100.110	Administrative Exp Envelopes	945		945	945		0	1,586
6100.190	Administrative Exp Office Supplies	15,790		15,790	12,710		17,972	15,751
6100.210	Administrative Exp Paper	5,056		5,056	5,056		1,158	2,500
6100.230	Administrative Exp Postage & Freight	0		0	0		0	31
6100.240	Administrative Exp Printing Exp	3,387		3,387	2,358		2,049	1,781
6110.020	Supplies & Equipment Animal Food	1,500		1,500	1,500		72	0
6110.025	Supplies & Equipment Animal Transport Containers	600		600	600		0	0
6110.030	Supplies & Equipment Bike Patrol Equipment	2,800		2,800	600		150	0
6110.050	Supplies & Equipment Camera Equipment	500		500	1,500		653	0
6110.070	Supplies & Equipment CO2 for Chambers	5,000		5,000	3,300		6,571	5,745
6110.080	Supplies & Equipment Computer Repairs & Supplies	3,000		3,000	3,000		1,165	1,642
6110.090	Supplies & Equipment Computers & Printers	75,092	(11,700)	86,792	71,090		26,401	39,856
6110.125	Supplies & Equipment Equipment Maintenance & Repair	2,000		2,000	2,000		964	670
6110.135	Supplies & Equipment Fuel for Incinerator	6,000		6,000	6,000		3,859	4,316
6110.160	Supplies & Equipment Investigation Supplies	4,326		4,326	4,326		1,645	6,806
6110.180	Supplies & Equipment K9 Exp	28,000		28,000	28,000		41,114	19,521
6110.190	Supplies & Equipment Law Enforcement Equipment	115,400	(23,590)	138,990	115,400		43,369	69,944
6110.245	Supplies & Equipment Mobile Phones	24,200	(4,800)	29,000	14,964		14,576	13,771
6110.270	Supplies & Equipment Office Equipment Repairs	500		500	500		0	312
6110.280	Supplies & Equipment Office Furniture	4,300		4,300	3,300		1,176	1,818
6110.290	Supplies & Equipment Other Office Equipment	200		200	200		250	170
6110.295	Supplies & Equipment Program Supplies and Equipment	500		500	500		0	199
6110.315	Supplies & Equipment Rabies Clinic Supplies	2,000		2,000	2,000		623	591
6110.320	Supplies & Equipment Radio Supplies	2,000		2,000	0		38	1,130
6110.395	Supplies & Equipment Spay and Neuter Supplies	11,000		11,000	11,000		3,262	8,597
6110.430	Supplies & Equipment Traps	2,953		2,953	2,953		954	590
6130.010	Equipment Maintenance Copier Lease	6,700		6,700	6,700		3,282	4,144

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	6,042		6,042	6,042		4,085	6,642
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	31,380	(2,304)	33,684	32,616		23,653	42,707
6130.060	Equipment Maintenance Software Licensing	4,800		4,800	115,000		118,566	926
6130.070	Equipment Maint Software Maintenance Agreements	86,220		86,220	66,220		55,286	57,364
6150.010	Uniforms & Personal Equipment Bullet Proof Vests	14,865	(5,005)	19,870	19,070		33,510	17,334
6150.040	Uniforms & Personal Equipment Uniform Allowance	74,750	(2,400)	77,150	60,800		54,000	51,900
6150.050	Uniforms & Personal Equipment Uniforms	24,674	(15,200)	39,874	39,874		40,301	61,971
6150.060	Uniforms & Personal Equipment Ammunition	55,596	(9,872)	65,468	65,468		26,472	41,734
6160.055	Grant Programs GOCCP Grants	0		0	0		0	14,987
6160.063	Grant Programs Heroin Grant	5,000		5,000	5,000		0	14,574
6160.850	Grant Program Highway Safety Grant Travel	720		720	720		0	0
6510.020	Legal Services County Attorney Exps	1,250		1,250	0		508	269
6510.085	Legal Services Other Legal Exps	6,500		6,500	7,750	LEOBR retainer + legal fees	0	18,793
6530.050	Consulting Services Crisis/Fitness for Duty	1,400		1,400	1,400		0	1,412
6530.090	Consulting Services Pre-Employment Physicals	2,483	(481)	2,483	2,483		3,415	5,025
6530.100	Consulting Services Professional Fees	4,360		4,360	4,360		500	5,400
6530.115	Consulting Services Psychological Services	0		0	0		0	6,750
6530.120	Consulting Services Rabies Clinic	1,000		1,000	1,000		450	850
6530.160	Consulting Services Veterinary Services	500		500	500		0	0
6530.165	Consulting Services Vet Services - Spay & Neuter	12,000		12,000	12,000		2,675	5,622
6540.020	Vehicle Operating Exps Fuel - WC Fleet	212,320	(7,680)	220,000	220,000		167,973	197,091
6540.030	Vehicle Operating Exps Vehicle Maintenance	83,000		83,000	83,000		83,354	103,590
6540.040	Vehicle Operating Exps Vehicle Registration	1,200		1,200	900		1,100	1,400
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	20,000		20,000	20,000		27,302	17,827
6540.050	Vehicle Operating Exps Vehicle Use/Other Areas	800		800	0		1,175	2,539
6540.060	Vehicle Operating Exps Vehicle Equipment	36,842	(65,793)	102,635	58,635	new vehicle equipment	45,353	105,005
6550.020	Building Site Exps Buildings & Grounds Maintenance	2,017		2,017	2,017		33	0
6550.030	Building Site Exps Carpet/VCT Cleaning	1,200		1,200	1,200		0	931
6550.040	Building Site Exps Cleaning Contract	0		0	0		1,450	500
6550.050	Building Site Exps Custodial Supplies	577		577	577		683	901
6550.060	Building Site Exps Electricity	16,800		16,800	16,800		9,462	13,602
6550.080	Building Site Exps Fire Alarm Testing	260		260	260		300	300
6550.081	Building Site Exps Fire Extinguishers	450		450	450		667	898
6550.090	Building Site Exps General Maintenance Repairs	9,055		9,055	9,055		4,311	15,940
6550.120	Building Site Exps Heating Propane	5,000		5,000	5,000		4,688	3,504
6550.130	Building Site Exps Incinerator Exp	1,200		1,200	1,200		1,026	2,488
6550.170	Building Site Exps Office Rent/Lease	0	(18,000)	18,000	0	leased space	1,110	1,018
6550.180	Building Site Exps Pest Control/Termite Insp	300		300	300		144	234
6550.200	Building Site Exps Portalets	660		660	660		389	560

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17	
6550.220	Building Site Exps Security Alarm Monitoring	180		180	180		102	204	
6550.240	Building Site Exps Septic Tank Cleaning	850		850	850		683	790	
6550.242	Building Site Exps Sewage Pump Monitoring	200		200	200		120	180	
6550.270	Building Site Exps Telephone	10,700		10,700	10,700		7,073	9,120	
6550.280	Building Site Expense Tipping Fees	0		0	0		0	10	
6550.300	Building Site Exps Trash Removal	2,050		2,050	2,050		1,072	1,352	
7000.030	Travel, Training & Exp Canine Training	3,125		3,125	3,125		3,362	13,833	
7000.040	Travel, Training & Exp Continuing Education/Certificati	42,734	(14,120)	56,854	56,854		54,604	50,317	
7000.060	Travel, Training & Exp Educational Training	20,510		20,510	20,510		7,982	5,127	
7000.090	Travel, Training & Exp Firearms Training	4,000		4,000	4,000		3,828	1,550	
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	1,500		1,500	1,500		0	0	
7000.125	Travel, Training & Exp Transport Exps	6,000		6,000	6,000		791	3,494	
9010.010	Capital Equipment New Vehicles	404,862	(220,530)	625,392	289,915	12 replacement vehicles	247,437	317,517	
9010.050	Capital Equipment Building Improvements	0	(30,000)	30,000	0	build out office space	0	1,842	
Department Total: Sheriff's Office		7,455,593	(859,075)	8,314,668	7,423,046		32,547	6,128,234	7,164,100
						Variance: Committee Review/ FY18 Bgt			

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1102 - Emergency Services								
6000.100	Personnel Services Salaries	1,733,502	(8,985)	1,742,487	1,726,061		1,407,802	1,561,218
6000.400	Personnel Services Overtime Pay	70,000		70,000	20,000		43,390	56,294
6100.010	Administrative Exp Administrative Exps	1,250		1,250	1,050		970	1,330
6100.060	Administrative Exp Books and Publications	600		600	600		0	0
6100.080	Administrative Exp Copier Supplies	0		0	350		0	0
6100.100	Administrative Exp Dues and Subscriptions	1,695		1,695	2,050		536	735
6100.190	Administrative Exp Office Supplies	2,000		2,000	2,000		950	1,584
6100.210	Administrative Exp Paper	1,200		1,200	1,200		0	493
6110.017	Supplies & Equipment AED Units	7,000		7,000	35,880		33,850	34,995
6110.080	Supplies & Equipment Computers & Printers	15,210		15,210	10,215		10,188	13,216
6110.120	Supplies & Equipment Equipment Rental	2,100		2,100	2,100		252	281
6110.125	Supplies & Equipment Equip Maint & Repair	15,900		15,900	16,000		8,618	1,106
6110.140	Supplies & Equipment GIS Mapping Supplies	500		500	500		0	374
6110.245	Supplies & Equipment Mobile Phones	13,100		13,100	12,500		7,868	8,068
6110.320	Supplies & Equipment Radio Supplies	219,970		219,970	54,500	non public safety radios	48,416	18,714
6130.010	Equipment Maintenance Copier Lease	2,100		2,100	2,100		1,490	1,975
6130.020	Equipment Maint. Equipment Maint Annual Contract	38,110	38,110	0	0	UPS Annual Maint Contract 6130.020	0	0
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	5,400		5,400	5,400		3,722	5,019
6130.050	Equipment Maintenance Radio Maintenance Contract	30,000		30,000	185,500		139,128	203,496
6130.070	Equipment Maint Software Maintenance Agreements	254,686		254,686	234,489		179,851	124,906
6130.090	Equipment Maintenance Weather Service Subscription	2,200		2,200	2,200		1,968	1,932
6150.050	Uniforms & Personal Equipment Uniforms	4,420		4,420	4,420		112	2,926
6160.043	Grant Programs - Other Grants	0		0	0		2,886	0
6160.080	Grant Programs Homeland Security Grant	79,890		79,890	79,890		14,250	32,656
6160.083	Grant Programs Emergency Number Systems Board	4,500		4,500	218,274		67,651	11,640
6160.086	Grant Programs 911 Educational Materials	2,500		2,500	2,500		1,818	590
6160.089	Grant Programs EMPG	26,500		26,500	26,500		0	0
6510.020	Legal Services County Attorney Exps	1,500		1,500	1,500		1,463	1,612
6520.095	Consulting Services Pre-Employment Testing	2,001		2,001	2,001		609	1,004
6540.020	Vehicle Operating Exps Fuel - WC Fleet	8,400		8,400	8,400		4,744	4,990
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,800		1,800	1,800		1,294	1,480
6540.040	Vehicle Operating Exps Vehicle Registration	0		0	0		0	100
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	2,000		2,000	2,000		136	5,024
6550.020	Building Site Exps Buildings & Grounds Maintenance	0	(38,110)	38,110	0	UPS Annual Maint Contract 6130.020	0	0
6550.060	Building Site Exps Electricity	67,000		67,000	55,000		43,730	50,400
6550.080	Building Site Exps Fire Alarm Testing	1,200		1,200	1,200		800	800
6550.081	Building Site Exps Fire Extinguishers	160		160	140		24	1,146
6550.086	Building Site Exps Generator Fuel Propane	5,500		5,500	5,500		1,377	1,330

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6550.090	Building Site Exps General Maintenance Repairs	4,000		4,000	4,000		3,029	2,675
6550.100	Building Site Exps Generator Services & Repairs	1,750		1,750	1,750		879	2,836
6550.120	Building Site Exps Heating Propane	0		0	0		17	0
6550.125	Building Site Exps HVAC Repairs/Replacement	0	(48,000)	48,000	0	Bard A/C replacement move to 9010.050	0	0
6550.180	Building Site Exps Pest Control/Termite Insp	1,450		1,450	1,450		0	954
6550.270	Building Site Exps Telephone	110,360		110,360	135,360		84,750	98,702
6550.290	Building Site Exps Transmitter Site Exps	5,000		5,000	5,000		2,032	3,337
6900.025	Advertising Legal Advertisements	0		0	0		311	0
6900.040	Advertising Personnel Advertisements	0		0	0		395	75
7000.035	Travel, Training & Exp Citizen Core Emergency	3,500		3,500	3,500		1,638	2,580
7000.040	Travel, Training & Exp Continulng Education/Certificati	6,000		6,000	6,000		455	4,785
7000.060	Travel, Training & Exp Educational Training	2,000		2,000	2,000		368	1,243
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	415		415	0		1,405	0
7000.115	Travel, Training & Exp Exp Mileage	300		300	300		0	0
8010.110	Interfund Water & Wastewater Enterprise Ch	(18,056)		(18,056)	(18,056)		(13,195)	(16,068)
8010.120	Interfund Landfill Enterprise Charges	(14,360)		(14,360)	(14,360)		(10,494)	(12,901)
8010.220	Interfund Dept. of Liquor Control Charges	0		0	0		0	(1,267)
9010.010	Capital Equipment New Vehicles	0		0	0		0	24,308
9010.050	Capital Equipment Building Improvements	0	(369,960)	369,960	0	transmitter building fund balance	0	0
Department Total - 1102 - Emergency Services		2,726,253	(426,945)	3,153,198	2,850,764	(124,511)	2,101,484	2,262,693
						Variance - Committee Review/FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY18 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1103 - Jail								
6000.100	Personnel Services Salaries	5,740,330	(11,523)	5,751,853	5,787,688		4,762,887	5,436,175
6000.400	Personnel Services Overtime Pay	20,556		20,556	20,556		17,661	21,508
6100.050	Administrative Exp Background Checks	0		0	0		252	622
6100.100	Administrative Exp Dues and Subscriptions	125		125	125		125	311
6100.110	Administrative Exp Envelopes	0		0	0		0	0
6100.190	Administrative Exp Office Supplies	6,750		6,750	6,750		3,423	5,461
6110.080	Supplies & Equip Computer Repairs & Supplies	0		0	0		6,298	0
6110.090	Supplies & Equipment Computers & Printers	15,828		15,828	6,857		6,440	1,448
6110.190	Supplies & Equipment Law Enforcement Equipment	3,000		3,000	1,500		860	1,091
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	2,278		2,278	0		0	0
6110.245	Supplies & Equipment Mobile Phones	0		0	0		0	372
6110.270	Supplies & Equipment Office Equipment Repairs	0		0	0		0	178
6110.290	Supplies & Equipment Other Office Equipment	0		0	0		0	722
6110.320	Supplies & Equipment Radio Supplies	5,000		5,000	4,000		4,220	1,814
6130.010	Equipment Maintenance Copier Lease	6,000		6,000	6,000		3,899	5,532
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	0		0	0		0	2,561
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	400		400	400		252	336
6130.070	Equipment Maint Software Maintenance Agreements	21,945		21,945	21,945		20,699	22,092
6150.040	Uniforms & Personal Equipment Uniform Allowance	42,750		42,750	42,750		38,100	38,710
6150.050	Uniforms & Personal Equipment Uniforms	20,415		20,415	2,000	uniforms	4,247	6,526
6190.010	Inmate Exps Food Services	800,000		800,000	800,000		566,057	644,752
6190.020	Inmate Exps Hospital & Physicians Charges	65,000		65,000	65,000		56,717	62,176
6190.030	Inmate Exps Inmate Supplies & Services	15,000		15,000	15,000		15,047	14,133
6190.040	Inmate Exps Jail Dentist	12,000		12,000	12,000		9,225	16,634
6190.070	Inmate Exps Kitchen Supplies	6,000		6,000	6,000		1,975	5,360
6190.075	Inmate Exps Medical Contract	1,224,960		1,224,960	1,193,919	contract	1,094,426	1,142,106
6190.080	Inmate Exps Medical Supplies	55,000		55,000	55,000		14,341	27,130
6190.090	Inmate Exps Pharmaceutical	140,000		140,000	140,000		54,637	132,539
6190.100	Inmate Exps Processing Supplies	12,000	(4,000)	16,000	16,000		7,008	6,015
6510.020	Legal Services County Attorney Exps	250		250	250		642	194
6530.050	Consulting Services Crisis/Fitness for Duty	1,000		1,000	1,000		0	0
6530.080	Consulting Services Physicals, Shots & Drug Testing	500		500	500		0	0
6530.115	Consulting Services Psychological Services	2,500		2,500	2,500		3,050	4,550
6540.020	Vehicle Operating Exps Fuel - WC Fleet	10,000		10,000	10,000		4,191	5,656
6540.030	Vehicle Operating Exps Vehicle Maintenance	2,500		2,500	2,500		1,968	2,055
6540.040	Vehicle Operating Exp Vehicle Registration	100		100	200		200	100
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	300		300	300		197	100

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6550.010	Building Site Exps Building/Property Improvement	8,400		8,400	0	ice machine	0	0
6550.020	Building Site Exps Buildings & Grounds Maintenance	0		0	0		6,636	0
6550.050	Building Site Exps Custodial Supplies	65,325		65,325	65,325		54,222	69,776
6550.060	Building Site Exps Electricity	240,000		240,000	240,000		181,410	247,171
6550.081	Building Site Exps Fire Extinguishers	1,550		1,550	1,550		305	459
6550.090	Building Site Exps General Maintenance Repairs	55,000		55,000	55,000		52,193	46,471
6550.100	Building Site Exps Generator Services & Repairs	0		0	0		0	310
6550.110	Building Site Exps Heating Fuel Oil	235,000		235,000	235,000		154,549	143,641
6550.180	Building Site Exps Pest Control/Termite Insp	500		500	500		144	234
6550.230	Building Site Exp Security System Expense	0		0	0		3,383	0
6550.250	Building Site Exps Sprinkler Testing	1,700		1,700	1,700		1,205	1,600
6550.270	Building Site Exps Telephone	14,000		14,000	14,000		11,979	14,528
6550.280	Building Site Exps Tipping Fees	0		0	0		0	419
6550.300	Building Site Exps Trash Removal	4,600		4,600	4,600		3,472	4,197
6550.310	Building Site Exps Water & Sewer	240,000		240,000	240,000		144,106	202,898
6700.050	Other Maint. & Svcs Phone Service	650		650	650		0	173
6700.700	Other Maint. & Svcs Prison Labor	9,000		9,000	9,000		8,763	10,664
6900.025	Advertising Legal Advertisements	0		0	0		0	109
7000.060	Travel, Training & Exp Educational Training	7,500		7,500	7,500		3,617	7,256
7000.090	Travel, Training & Exp Firearms Training	3,850		3,850	3,850		3,801	2,818
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	1,506		1,506	1,506		1,753	1,968
9010.010	Capital Equipment New Vehicles	45,000	(1,000)	46,000	74,000	transport van + admin	51,848	41,042
9010.020	Capital Equipment Public Safety Electronic Equipment	0		0	0		0	56,863
9010.050	Capital Equipment Building Improvements	0		0	0		0	42,271
9010.070	Capital Equipment Heavy Equiprnt	22,875		22,875	0	John Deere Tractor	0	0
9010.100	Capital Equipment Furniture & Fixtures	0		0	18,000		16,333	0
Department Total 1163		9,188,943	(16,523)	9,205,466	9,193,421	(4,478)	7,398,764	8,503,827
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1104 - Fire Marshal								
6000.100	Personnel Services Salaries	354,613		354,613	354,613		299,889	328,356
6000.400	Personnel Services Overtime Pay	15,000		15,000	10,000		10,301	9,389
6100.010	Administrative Exp Administrative Exps	0		0	0		198	176
6100.060	Administrative Exp Books and Publications	350		350	350		0	323
6100.100	Administrative Exp Dues and Subscriptions	3,665		3,665	3,715		1,905	2,892
6100.110	Administrative Exp Envelopes	200		200	200		0	178
6100.190	Administrative Exp Office Supplies	400		400	400		1,194	337
6100.210	Administrative Exp Paper	200		200	200		0	150
6100.240	Administrative Exp Printing Exp	425		425	425		0	180
6110.050	Supplies & Equipment Camera Equipment	698		698	698		397	0
6110.090	Supplies & Equipment Computers & Printers	2,610		2,610	1,702		0	852
6110.150	Supplies & Equipment Hazmat Supplies & Equipment	43,729		43,729	16,367	Handheld detector replacement	15,646	8,512
6110.160	Supplies & Equipment Investigation Supplies	2,850		2,850	2,850		0	0
6110.190	Supplies & Equipment Law Enforcement Equipment	0		0	0		93	392
6110.245	Supplies & Equipment Mobile Phones	3,075		3,075	3,075		2,652	3,684
6110.320	Supplies & Equipment Radio Supplies	500		500	500		687	39
6110.450	Supplies & Equipment Fire Prevention	900		900	900		788	788
6130.010	Equipment Maintenance Copier Lease	1,600		1,600	1,600		1,169	1,559
6130.025	Equipment Maintenance Equipment Upgrades & Replacement	1,050		1,050	0		0	0
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	2,400		2,400	2,581		1,400	2,001
6130.070	Equipment Maint Software Maintenance Agreements	900		900	900		900	1,584
6150.020	Uniforms & Personal Equipment Fire Investigator Gear	3,450		3,450	4,083		56	276
6150.040	Uniforms & Personal Equipment Uniform Allowance	2,500		2,500	2,500		2,500	2,000
6150.050	Uniforms & Personal Equipment Uniforms	4,250		4,250	500		182	1,071
6510.020	Legal Services County Attorney Exps	300		300	200		179	119
6530.115	Consulting Services Psychological Services	0		0	0		0	350
6540.020	Vehicle Operating Exps Fuel - WC Fleet	13,000		13,000	13,000		10,911	11,838
6540.030	Vehicle Operating Exps Vehicle Maintenance	2,500		2,500	2,500		6,045	6,371
6540.040	Vehicle Operating Exp Vehicle Registration	0		0	100		100	20
6540.060	Vehicle Operating Exp Vehicle Equipment	0		0	8,755		9,677	74
6550.270	Building Site Exps Telephone	360		360	360		214	751

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
7000.010	Travel, Training & Exp Bio-Terrorism/Hazmat Team Trng	15,000		15,000	15,000		2,824	0
7000.040	Travel, Training & Exp Continuing Education/Certificati	3,050		3,050	2,855		575	1,317
7000.060	Travel, Training & Exp Educational Training	4,800		4,800	2,550		1,945	5,278
7000.090	Travel, Training & Exp Firearms Training	900		900	900		0	214
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,655		2,655	2,710		0	91
9010.010	Capital Equipment New Vehicle	0		0	31,500		30,579	0
Department Total: 1104 - Fire Marshal		487,930		487,930	488,589	(659)	403,007	391,162
						Variance: Committee Review, FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1105 - Volunteer Fire Departments								
6110.150	Supplies & Equipment Hazmat Supplies & Equipment	14,270		14,270	19,080	SCBA fit tester & surface pro tablet	19,080	0
6550.010	Building Site Exp Building/Prop Improvement	8,800		8,800	0	storage shed for equipment	5,624	3,717
6550.020	Building Site Exp Buildings & Grounds Maint.	0		0	3,687		475	0
6550.030	Building Site Exps Carpet/VCT Cleaning	500		500	500		789	0
6550.040	Building Site Exps Cleaning Contract	2,200		2,200	2,200		1,687	2,250
6550.050	Building Site Exps Custodial Supplies	150		150	150		0	0
6550.060	Building Site Exps Electricity	6,500		6,500	6,500		6,548	9,509
6550.080	Building Site Exps Fire Alarm Testing	360		360	360		472	566
6550.081	Building Site Exps Fire Extinguishers	0		0	0		208	233
6550.085	Building Site Exps Generator Fuel Oil	300		300	300		167	88
6550.090	Building Site Exps General Maintenance Repairs	3,000		3,000	3,000		9,785	5,666
6550.100	Building Site Exp Generator Services & Repairs	0		0	0		578	462
6550.120	Building Site Exps Heating Propane	2,300		2,300	2,300		1,819	1,227
6550.180	Building Site Exps Pest Control/Termite Insp	300		300	300		162	234
6550.220	Building Site Exps Security Alarm Monitoring	360		360	360		204	408
6550.240	Building Site Exps Septic Tank Cleaning	300		300	300		0	205
6550.270	Building Site Exps Telephone	300		300	300		314	639
6550.280	Building Site Exps Tipping Fees	0		0	0		10	0
6550.300	Building Site Exps Trash Removal	240		240	120		302	300
6550.320	Building Site Exps Water Treatment	200		200	200		26	185
7000.125	Travel, Training & Expense Transport Expenses	3,000		3,000	3,000	WTHS Transportation	0	0
7080.010	Fire & Ambulance County Grant to Fire Companies	2,520,000		2,520,000	2,500,000	\$250,000 funding/ each vol fire based on requests + \$20,000	2,500,000	2,350,000
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	3,847,144	(36,380)	3,883,524	3,854,915	based on FY18 rates & medic assist	3,864,913	3,621,473
7080.030	Fire & Ambulance Firemens Training Center	5,000		5,000	5,000		0	2,355
7080.040	Fire & Ambulance LOSAP Appropriation	94,000		94,000	112,000		0	86,600
7080.060	Fire & Ambulance State Grant for Fire Companies	381,886		381,886	383,381	State Aid Revenue	381,886	383,763
7080.070	Fire & Ambulance Workmans Compensation - Fire	206,961		206,961	262,474		226,016	155,100
9010.050	Capital Equipment Building Improvements	0	(49,000)	49,000	0	Fire Tower Repairs	0	0
Department Total: 1105 - Volunteer Fire Departments		7,098,071	(85,380)	7,183,451	7,160,427	(62,356)	7,021,065	6,624,978
						Variance: Committee Review/FY18 Bgr		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1201 - Maintenance								
6000.100	Personnel Services Salaries	870,383		870,383	770,844		593,018	700,141
6000.400	Personnel Services Overtime Pay	6,500		6,500	6,500		4,858	5,277
6100.100	Administrative Exp Dues and Subscriptions	300		300	0		170	35
6100.190	Administrative Exp Office Supplies	1,000		1,000	1,000		746	598
6110.090	Supplies & Equipment Computers & Printers	4,455		4,455	1,100		1,597	847
6110.120	Supplies & Equipment Equipment Rental	474		474	474		380	455
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	13,550		13,550	10,950		9,986	37,951
6110.245	Supplies & Equipment Mobile Phones	11,185		11,185	10,225		6,163	8,672
6110.320	Supplies & Equipment Radio Supplies	2,000		2,000	2,000		0	140
6110.340	Supplies & Equipment Safety Program Equipment	3,500		3,500	3,500		2,617	3,087
6110.420	Supplies & Equipment Tools & Supplies	6,000		6,000	19,050		16,023	6,003
6130.035	Equipment Maint Maintenance Mgmt Service	7,374		7,374	7,023		7,023	6,689
6150.050	Uniforms & Personal Equipment Uniforms	6,650		6,650	6,650		4,581	5,306
6530.080	Consulting Services Physicals, Shots & Drug Testing	100		100	0		45	45
6540.020	Vehicle Operating Exps Fuel - WC Fleet	35,000		35,000	35,000		17,839	22,647
6540.030	Vehicle Operating Exps Vehicle Maintenance	10,000		10,000	10,000		9,014	13,502
6540.040	Vehicle Operating Exp Vehicle Registration	200		200	300		0	100
6550.030	Building Site Exp. Carpet/VCT Cleaning	1,200		1,200	1,200		0	745
6550.040	Building Site Exp. Cleaning Contract	0		0	0		0	160
6550.050	Building Site Exp Custodial Supplies	900		900	900		706	887
6550.060	Building Site Exps Electricity	7,500		7,500	7,500		5,659	7,286
6550.080	Building Site Exps Fire Alarm Testing	250		250	250		250	250
6550.081	Building Site Exps Fire Extinguishers	400		400	400		0	403
6550.090	Building Site Exps General Maintenance Repairs	5,500		5,500	5,500		2,008	3,371
6550.120	Building Site Exps Heating Propane	5,000		5,000	5,000		6,953	4,655
6550.180	Building Site Exps Pest Control/Termite Insp	500		500	500		144	234
6550.220	Building Site Exps Security Alarm Monitoring	504		504	504		252	429
6550.240	Building Site Exps Septic Tank Cleaning	450		450	400		205	205
6550.280	Building Site Exps Tipping Fees	300		300	300		35	168
6550.300	Building Site Exps Trash Removal	674		674	750		505	676

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6800.010	Custodial Services Custodial Purchases	60,000		60,000	60,000	FY18 Maintenance Division	37,771	0
6800.020	Custodial Services Custodial Supply Billing	(55,000)		(55,000)	(55,000)	FY18 Maintenance Division	(33,396)	0
6900.005	Advertising Bid Advertising	500		500	500		146	699
7000.060	Travel, Training & Exp Educational Training	5,225		5,225	5,225		4,565	3,806
9010.010	Capital Equipment New Vehicles	26,000	(1,326)	27,326	111,888	1 vehicle	0	0
Department Total - Maintenance		1,038,574	(1,326)	1,039,900	1,030,433	3,141	699,861	835,470
						Variance: Committee Review, FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1202 - Roads								
6000.100	Personnel Services Salaries	1,419,005	(88,337)	1,507,342	1,322,789	fund 2 new positions	1,101,043	1,240,132
6000.400	Personnel Services Overtime Pay	12,000		12,000	12,000		20,110	11,225
6100.080	Administrative Exp Copier Supplies	400		400	400		182	441
6100.100	Administrative Exp Dues and Subscriptions	50		50	25		50	25
6100.110	Administrative Exp Envelopes	75		75	75		34	0
6100.190	Administrative Exp Office Supplies	1,200		1,200	1,100		592	1,230
6100.210	Administrative Exp Paper	200		200	200		0	0
6110.080	Supplies & Equipment Computer Repairs & Supplies	160		160	160		0	0
6110.090	Supplies & Equipment Computers & Printers	0		0	10,079		9,992	169
6110.120	Supplies & Equipment Equipment Rental	456		456	456		380	417
6110.125	Supplies & Equipment Equipment Maintenance & Repair	2,800		2,800	2,800		1,540	1,995
6110.245	Supplies & Equipment Mobile Phones	2,730		2,730	1,950		1,461	1,942
6110.270	Supplies & Equipment Office Equipment Repairs	1,000		1,000	1,000		0	0
6110.280	Supplies & Equipment Office Furniture	700		700	0		631	0
6110.340	Supplies & Equipment Safety Program Equipment	8,100		8,100	3,100		2,618	2,854
6110.365	Supplies & Equipment Shop Supplies	7,000		7,000	7,000		3,906	5,154
6110.370	Supplies & Equipment Sign Materials	20,000		20,000	20,000		14,639	7,748
6110.390	Supplies & Equipment Small Equipment	24,448		24,448	3,000		0	1,449
6110.400	Supplies & Equipment Striping Paint & Supplies	35,000		35,000	35,000		8,328	6,950
6110.420	Supplies & Equipment Tools & Supplies	6,300		6,300	6,300		3,253	6,284
6130.010	Equipment Maintenance Copier Lease	2,000		2,000	2,000		1,510	1,813
6130.055	Equipment Maintenance Roads Management System	13,000		13,000	0		0	0
6140.010	Road Maintenance Materials Blacktop for Overlay	1,000,000	(500,000)	1,500,000	1,000,000	blacktop overlay	999,422	1,000,000
6140.020	Road Maintenance Materials Patching Material	18,000		18,000	18,000		9,990	16,223
6140.030	Road Maintenance Materials Stone	25,000		25,000	25,000		16,694	18,093
6140.040	Road Maintenance Materials Pipe	40,000		40,000	40,000		24,624	25,000
6140.050	Road Maintenance Materials Bridge Material	10,000		10,000	5,000		199	171
6140.060	Road Maintenance Materials Other	1,500		1,500	1,000		992	1,512
6150.050	Uniforms & Personal Equipment Uniforms	12,600		12,600	12,250		10,002	9,102
6160.145	Grant Programs State Highway Grant	559,563	39,264	520,299	239,621	State Transportation Grant final	184,000	82,770
6530.040	Consulting Services Consulting Services	400		400	400		0	0
6530.080	Consulting Services Physicals, Shots & Drug Testing	600		600	600		515	625
6540.010	Vehicle Operating Exps Equipment/Vehicle Rental	1,500		1,500	1,500		2,326	4,500
6540.020	Vehicle Operating Exps Fuel - WC Fleet	150,000		150,000	150,000		105,765	117,773

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6540.030	Vehicle Operating Exps Vehicle Maintenance	115,000		115,000	115,000		97,911	101,490
6540.040	Vehicle Operating Exp Vehicle Registration	200		200	200		0	0
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	25,600		25,600	25,600		12,963	29,330
6550.030	Building Site Exps Carpet/VCT Cleaning	300		300	300		0	0
6550.040	Building Site Exps Cleaning Contract	0		0	0		1,160	850
6550.050	Building Site Exps Custodial Supplies	1,300		1,300	1,300		936	994
6550.060	Building Site Exps Electricity	12,000		12,000	12,000		9,381	11,078
6550.080	Building Site Exps Fire Alarm Testing	900		900	900		625	625
6550.081	Building Site Exps Fire Extinguishers	1,000		1,000	1,000		101	1,272
6550.090	Building Site Exps General Maintenance Repairs	15,000		15,000	5,000		3,707	6,998
6550.100	Building Site Exps Generator Services & Repairs	750		750	750		162	324
6550.120	Building Site Exps Heating Propane	5,500		5,500	6,000		6,481	3,709
6550.135	Building Site Exp Insurance Claim Expense	0		0	0		1,000	0
6550.180	Building Site Exps Pest Control/Termite Insp	300		300	300		0	240
6550.220	Building Site Exps Security Alarm Monitoring	1,100		1,100	1,100		306	1,561
6550.240	Building Site Exps Septic Tank Cleaning	200		200	200		0	205
6550.270	Building Site Exps Telephone	3,000		3,000	3,000		2,252	2,669
6600.010	Road Maintenance Ocean Pines Per Agreement	56,880		56,880	56,056	OPA agreement	25,020	56,013
6600.015	Road Maintenance Paving and Re-paving	5,000		5,000	5,000		0	8,253
6600.020	Road Maintenance Special Road Construction	15,000		15,000	15,000		2,535	131,407
6600.030	Road Maintenance State Aid Bridges	0		0	0		252,770	777,679
6600.040	Road Maintenance Street Lighting	96,000		96,000	96,000		83,202	95,913
6600.055	Road Maintenance Tipping Fees - Litter	8,000	(2,000)	10,000	6,000		2,580	4,312
6900.025	Advertising Legal Advertisements	1,600		1,600	1,600		1,151	1,244
7000.060	Travel, Training & Exp Educational Training	2,065		2,065	1,740		1,155	1,224
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	200		200	0		0	0
9010.010	Capital Equipment New Vehicles	364,860	(316,760)	681,620	370,760	2 trucks, 2 Dump Trucks w/snow plows	246,600	0
9010.050	Capital Equipment Building Improvements	0		0	0		0	61,110
9010.070	Capital Equipment Heavy Equipment	418,562		418,562	199,011	trailer and Grader	141,961	188,970
Department Total: 102 - Roads		4,526,104	(867,835)	5,393,937	3,846,622	679,482	3,418,756	4,053,066
						Variance: Committee Review/FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1203 - Public Works								
6000.100	Personnel Services Salaries	526,024		526,024	547,089		471,517	520,706
6000.400	Personnel Services Overtime Pay	0		0	0		53	0
6100.010	Administrative Exp Administrative Exps	120		120	120		9	0
6100.060	Administrative Exp Books and Publications	50		50	50		0	0
6100.080	Administrative Exp Copier Supplies	300		300	300		0	0
6100.100	Administrative Exp Dues and Subscriptions	325		325	295		126	315
6100.110	Administrative Exp Envelopes	300		300	300		216	0
6100.190	Administrative Exp Office Supplies	1,600		1,600	1,600		798	1,102
6100.210	Administrative Exp Paper	300		300	300		90	210
6110.080	Supplies & Equipment Computer Repairs & Supplies	300		300	300		0	13
6110.090	Supplies & Equipment Computers & Printers	2,542		2,542	0		0	899
6110.125	Supplies & Equipment Equipment Maintenance & Repair	590		590	590		0	0
6110.245	Supplies & Equipment Mobile Phones	970		970	970		825	1,011
6110.365	Supplies & Equipment Shop Supplies	2,000		2,000	2,000		1,790	2,122
6110.420	Supplies & Equipment Tools & Supplies	6,000		6,000	6,000		1,479	5,268
6130.010	Equipment Maintenance Copier Lease	2,050		2,050	2,050		1,534	2,045
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	1,000		1,000	1,000		853	0
6130.075	Equipment Maintenance Software Upgrades	3,100		3,100	3,100		2,938	1,949
6150.050	Uniforms & Personal Equipment Uniforms	1,050		1,050	1,050		1,230	1,025
6170.070	Program Exp Safety Program	225		225	225		0	0
6510.020	Legal Services County Attorney Exps	2,700		2,700	2,700		0	179
6530.065	Consulting Services Gas Monitoring/Remediation	30,000		30,000	30,000		14,516	41,264
6530.070	Consulting Services Ground Water Mon/Closed Landfill	50,000		50,000	50,000		5,717	44,662
6530.080	Consulting Services Physicals, Shots & Drug Testing	300		300	300		185	0
6540.020	Vehicle Operating Exps Fuel - WC Fleet	6,000		6,000	6,000		2,972	3,757
6540.030	Vehicle Operating Exps Vehicle Maintenance	3,500		3,500	3,500		1,251	2,301
6550.043	Building Site Expense Closed Landfills Maintenance	30,000	(10,000)	40,000	40,000	maintain closed landfill sites	9,000	0
6550.060	Building Site Exps Electricity	0		0	0		0	(135)
6550.090	Building Site Exps General Maintenance Repairs	8,600		8,600	6,100		2,901	10,721
6550.270	Building Site Exps Telephone	420		420	420		332	400
6700.650	Other Maint. & Svcs Tipping Fees	1,700		1,700	1,700		1,324	1,611
6750.010	Fleet Services Fleet Repairs	113,000		113,000	113,000		84,356	110,778
6750.020	Fleet Services Repair Billings	(195,124)		(195,124)	(195,124)		(108,689)	(169,234)
6800.010	Custodial Services Custodial Purchases	0		0	0		0	41,544
6800.020	Custodial Services Custodial Supply Billing	0		0	0		0	(45,290)
6850.010	Central Fuel Facility Fuel Purchases	1,000,000		1,000,000	1,000,000		630,443	710,335
6850.020	Central Fuel Facility Central Fuel Gas Billings	(1,000,000)		(1,000,000)	(1,000,000)		(555,369)	(705,920)
6900.005	Advertising Bid Advertisements	0		0	0		108	0

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY18 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6900.025	Advertising Legal Advertisements	300		300	300		0	99
7000.060	Travel, Training & Exp Educational Training	0		0	0		0	75
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,365		2,365	2,035		849	1,286
7000.115	Travel, Training & Exp Mileage	500		500	500		0	0
8010.110	Interfund Water & Wastewater Enterprise Ch	(153,941)		(153,941)	(153,941)		(112,505)	(145,591)
8010.120	Interfund Landfill Enterprise Charges	(63,312)		(63,312)	(63,312)		(46,276)	(60,161)
8010.200	Interfund DRP Chargeback - Engr Svcs	60,297		60,297	60,297		60,297	56,837
8010.220	Interfund Dept. of Liquor Control Charges	0		0	0		0	(2,977)
9010.070	Capital Equipment Heavy Equipment	23,000		23,000	0	vehicle lift	31,877	0
Department Total: 1203 - Public Works		469,151	(10,000)	479,151	471,814	(2,863)	506,746	433,205
						Variance: Committee Review/ FY18 Bgt:		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1204 - Boat Landings								
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	9,000		9,000	0	mower	0	0
6160.181	Grant Programs DNR Waterway Improvement Funds	23,584		23,584	50,000	DNR Waterway Funds FY19	26,417	54,879
6550.050	Building Site Exps Custodial Supplies	1,200		1,200	900		579	1,256
6550.060	Building Site Exps Electricity	5,900		5,900	6,100		4,804	5,367
6550.090	Building Site Exps General Maintenance Repairs	5,600		5,600	5,600		2,689	9,910
6550.200	Building Site Exps Portalets	4,315		4,315	4,315		3,088	3,936
6550.280	Building Site Exps Tipping Fees	1,200		1,200	1,200		226	766
6550.300	Building Site Exps Trash Removal	2,000		2,000	2,000		720	1,531
6550.310	Building Site Exps Water & Sewer	900		900	1,000		839	732
6900.005	Advertising Bid Advertising	400		400	400		0	127
9010.050	Capital Equipment - Building Improvements	0		0	0		0	27,444
Department Total: 1204 - Boat Landings		54,099		54,089	71,515	(17,416)	39,361	105,947
						Variance: Committee Review FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17	
Department: 1301 - Health Department									
6100.010	Administrative Exp Administrative Exps	3,000		3,000	0		819	228	
6100.165	Administrative Exp Meeting Exp	0		0	3,000		0	0	
6550.030	Building Site Exps Carpet/VCT Cleaning	7,200		7,200	7,200		3,183	9,281	
6550.040	Building Site Exps Cleaning Contract	68,270		68,270	68,270		54,657	73,140	
6550.050	Building Site Exps Custodial Supplies	350		350	350		0	3	
6550.060	Building Site Exps Electricity	121,279		121,279	121,279		86,701	118,086	
6550.070	Building Site Exps Elevator Testing	2,500		2,500	2,500		2,071	2,464	
6550.080	Building Site Exps Fire Alarm Testing	2,350		2,350	2,350		2,054	2,105	
6550.081	Building Site Exps Fire Extinguishers	327		327	327		402	443	
6550.085	Building Site Exps Generator Fuel Oil	1,250		1,250	1,250		0	185	
6550.090	Building Site Exps General Maintenance Repairs	47,137		47,137	47,137		29,392	61,200	
6550.100	Building Site Exps Generator Services & Repairs	2,900		2,900	2,900		3,363	1,410	
6550.110	Building Site Exps Heating Fuel Oil	13,500		13,500	13,500		10,084	8,276	
6550.120	Building Site Exps Heating Propane	80,935		80,935	80,935		67,154	62,612	
6550.124	Building Site Exps HVAC Loop Water Treatment	2,250		2,250	2,250		996	2,109	
6550.135	Building Site Exps Insurance Claim Exps	0		0	0		0	1,000	
6550.180	Building Site Exps Pest Control/Termite Insp	1,375		1,375	1,375		780	3,333	
6550.220	Building Site Exps Security Alarm Monitoring	1,095		1,095	1,095		714	1,443	
6550.230	Building Site Exps Security System Exps	75		75	75		0	0	
6550.242	Building Site Exp. Sewage Pump Monitoring	500		500	500		367	550	
6550.250	Building Site Exps Sprinkler Testing	3,300		3,300	3,300		2,135	3,290	
6550.255	Building Site Exps Stormwater Utility Fee	200		200	200		75	100	
6550.270	Building Site Exps Telephone	48,779		48,779	48,779		28,555	37,042	
6550.280	Building Site Exps Tipping Fees	1,620		1,620	1,620		454	321	
6550.300	Building Site Exps Trash Removal	4,610		4,610	4,610		2,654	3,827	
6550.310	Building Site Exps Water & Sewer	4,200		4,200	4,200		3,861	3,924	
6550.320	Building Site Exps Water Treatment	0		0	150		0	0	
7120.050	Other Non-Matching Exps Health Dept Ocean City Apartment	15,840		15,840	15,840		14,093	14,463	
7120.060	Other Non-Matching Exps Health Dept On Call	26,468		26,468	26,468		17,819	25,843	
7120.200	Other Non-Matching Exps Local Management Board	10,000		10,000	10,000		10,000	10,000	
7120.350	Other Non-Matching Exps School Safety	189,755		189,755	189,755	Safe Schools Mental Health	189,755	112,198	
7130.020	Matching Appropriation Health Department State Share	4,886,688		4,886,688	4,814,241	matching funds	3,833,722	5,127,821	
9010.050	Capital Equipment Building Improvements	0		0	28,368		0	0	
Department Total: 1301 - Health Department		5,547,753		5,547,753	5,503,824		43,929	4,365,858	5,686,695
						Variance: Committee Review: FY18 Bgt			

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1302 - Mosquito Control								
6000.100	Personnel Services Salaries	76,440		76,440	41,746		36,583	39,773
6000.400	Personnel Services Overtime Pay	1,000		1,000	0		0	0
6100.080	Administrative Exp Copier Supplies	100		100	100		0	0
6100.190	Administrative Exp Office Supplies	300		300	500		174	153
6110.245	Supplies & Equipment Mobile Phones	500		500	500		317	422
6110.340	Supplies & Equipment Safety Program Equipment	500		500	0		0	0
6110.420	Supplies & Equipment Tools & Supplies	200		200	0		683	0
6130.010	Equipment Maintenance Copier Lease	550		550	550		396	512
6150.050	Uniforms & Personal Equipment Uniforms	700		700	350		216	350
6540.020	Vehicle Operating Exps Fuel - WC Fleet	10,000		10,000	10,000		4,513	6,068
6540.030	Vehicle Operating Exps Vehicle Maintenance	3,000		3,000	3,000		2,932	5,037
6540.060	Vehicle Operating Exp Vehicle Equipment	0		0	0		0	225
6550.050	Building Site Exps Custodial Supplies	200		200	200		26	123
6550.060	Building Site Exps Electricity	1,800		1,800	1,800		1,629	1,691
6550.081	Building Site Exps Fire Extinguishers	150		150	150		91	113
6550.090	Building Site Exps General Maintenance Repairs	2,000		2,000	1,000		7	3,963
6550.270	Building Site Exps Telephone	500		500	500		322	426
6550.270	Building Site Exp Tipping Fees	200		200	0		0	103
6700.350	Other Maint & Svcs Mosquito Control	0		0	0		14	508
7120.030	Other Non-Matching Exps Appropriation for Mosquito Cont.	90,000		90,000	90,000	FY19 approved with State	62,217	64,244
9010.010	Capital Equipment New Vehicles	69,000	(3,120)	72,120	69,162	3 vehicles	66,792	0
9010.050	Capital Equipment Building Improvements	25,000		25,000	0	new office trailer	0	0
Department Total: 1302 - Mosquito Control		282,140	(3,120)	285,260	219,558	62,582	176,910	123,712
						Variance: Committed Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1401 - Commission on Aging								
6100.165	Administrative Exp Meeting Exp	0		0	0		0	2,000
6100.190	Administrative Exp Office Supplies	500		500	1,100		1,100	500
6110.090	Supplies & Equipment Computers & Printers	500		500	500		500	500
6110.295	Supplies & Equipment Program Supplies and Equipment	500		500	500		500	500
6160.065	Grant Programs MD Dept of Aging	0	(25,000)	25,000	25,000	FY19 grant not passed through County	0	83,251
6530.030	Consulting Services Computer Services	300		300	600		600	300
6540.020	Vehicle Operating Exps Fuel - WC Fleet	2,500		2,500	2,500		2,500	1,000
6540.030	Vehicle Operating Exps Vehicle Maintenance	0		0	0		0	500
6550.020	Building Site Exps Building & Ground Maintenance	700		700	700		0	0
6550.030	Building Site Exps Carpet/VCT Cleaning	14,700		14,700	14,700		6,038	20,708
6550.040	Building Site Exps Cleaning Contract	32,200		32,200	32,200		23,668	32,665
6550.045	Building Site Exps COA Utilities Appropriation	400		400	400		400	400
6550.050	Building Site Exps Custodial Supplies	2,800		2,800	2,800		2,786	3,103
6550.060	Building Site Exps Electricity	48,700		48,700	46,000		46,000	48,000
6550.080	Building Site Exps Fire Alarm Testing	2,700		2,700	2,700		1,762	2,795
6550.081	Building Site Exps Fire Extinguishers	500		500	500		471	210
6550.085	Building Site Exps Generator Fuel Oil	200		200	200		0	119
6550.090	Building Site Exps General Maintenance Repairs	26,000		26,000	26,000		24,681	22,690
6550.100	Building Site Exps Generator Services & Repairs	700		700	700		543	1,446
6550.110	Building Site Exps Heating Fuel Oil	7,500		7,500	7,500		7,522	3,881
6550.120	Building Site Exps Heating Propane	43,500		43,500	40,800		40,800	45,000
6550.124	Building Site Exps HVAC Loop Water Treatment	900		900	900		554	1,041
6550.140	Building Site Exps Internet Access	4,600		4,600	5,200		5,200	4,500
6550.180	Building Site Exps Pest Control/Termite Insp	1,300		1,300	1,300		590	954
6550.220	Building Site Exps Security Alarm Monitoring	1,250		1,250	1,250		623	1,239
6550.250	Building Site Exps Sprinkler Testing	2,700		2,700	2,700		2,055	2,730
6550.255	Building Site Exps Stormwater Utility Fee	500		500	500		0	0
6550.270	Building Site Exps Telephone	10,200		10,200	18,100		18,712	19,983
6550.280	Building Site Exps Tipping Fees	600		600	600		357	343
6550.300	Building Site Exps Trash Removal	2,100		2,100	2,100		1,544	2,161
6550.310	Building Site Exps Water & Sewer	5,900		5,900	5,900		5,705	6,064
7000.060	Travel, Training & Exp Educational Training	4,000		4,000	3,800		3,800	1,000
7000.070	Travel, Training & Exp Exp Allowance	3,000		3,000	2,600		2,600	1,000
7140.010	Comm. on Aging Approp. Aging Audit	8,100		8,100	8,100		8,100	9,000
7140.020	Comm. on Aging Approp. Aging Insurance	3,200		3,200	3,200		3,200	3,900
7140.030	Comm. On Aging Appropriation Aging Programs	12,000		12,000	12,000		12,000	12,000
7140.035	Comm on Aging Approp. County Shr Kitchen Salary & Frng	0		0	0		0	20,000
7140.040	Comm on Aging Approp. County Share Salaries & Fringe	773,800		773,800	736,000	step + 1% COLA	736,000	556,400

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
7140.050	Comm. on Aging Approp. Meal Supplies	2,500		2,500	2,500		2,500	4,500
7140.055	Comm on Aging Approp. Co. Shr. MealOnWheel Salry & Fr	59,500		59,500	54,000		54,000	54,000
7140.070	Comm. on Aging Approp. Senior Meals	3,000		3,000	3,000		3,000	7,200
7140.080	Comm. on Aging Approp. Senior Ride Admin. Exp	10,000		10,000	10,000		10,000	10,000
7140.090	Comm. on Aging Approp. Senior Ride Service	34,100		34,100	31,400		31,400	40,000
7140.100	Comm. on Aging Approp. Board of Directors	500		500	500		500	500
Department Total: 146 - Commission on Aging		1,128,650	(25,000)	1,153,650	1,111,050	17,600	1,062,310	1,028,083
						Variance: Committee Review/FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1402 - Other Social Services								
7090.010	State Pass-Through Grant Diakonia	0	(114,757)	114,757	107,391	State Grants to COC	75,910	61,394
7090.020	State Pass-Through Grant Samaritan Shelter	0	(29,700)	29,700	28,151	State Grants to COC	28,151	41,993
7090.030	State Pass-Through Grant Social Services	0	(40,000)	40,000	40,000	State Grants to COC	10,000	40,000
7100.010	County Grants Atlantic General Hospital	175,000	(125,000)	300,000	175,000	\$75,000 operating, \$100,000 renovations	175,000	75,000
7100.017	County Grants Big Brothers/Big Sisters	1,000	(1,000)	2,000	1,000		1,000	1,000
7100.020	County Grants BRAVE Program	3,500		3,500	3,500		3,500	3,500
7100.022	County Grants Coastal Hospice at the Ocean	10,000		10,000	10,000		10,000	10,000
7100.023	County Grants The Cricket Center	10,000	(10,000)	20,000	10,000		10,000	10,000
7100.030	County Grants Development Center	219,497		219,497	219,497		219,497	219,497
7100.035	County Grants Diakonia	45,000	(10,000)	55,000	45,000		45,000	45,000
7100.040	County Grants Drug & Alcohol Council	9,000	(5,000)	14,000	9,000		5,820	9,000
7100.043	County Grants Eastern Shore Area Health Ed Ctr	0	(5,000)	5,000	0		0	0
7100.075	County Grants Hartley Hall	11,250	(3,750)	15,000	11,250		11,250	11,250
7100.076	County Grants Worcester County Humane Society	0	(20,000)	20,000	0		0	0
7100.077	County Grants Jesse Klump Memorial Fund, Inc.	1,000	(1,000)	2,000	1,000		1,000	1,000
7100.085	County Grants Life Crisis Center	8,500		8,500	8,500		8,500	8,500
7100.100	County Grants Maryland Food Bank	1,500	(3,500)	5,000	1,500		1,500	1,500
7100.120	County Grants Oasis Ministries	9,000		9,000	9,000		9,000	9,000
7100.155	County Grants Salvation Army Lower Eastern Shore	2,000	(13,000)	15,000	2,000		2,000	9,000
7100.160	County Grants Samaritan Shelter	20,000	(10,000)	30,000	20,000		20,000	20,000
7100.165	County Grants Save the Youth Program	0		0	18,000		18,000	18,000
7100.167	County Grants Save Pocomoke's Youth Inc.	18,000		18,000	0		0	0
7100.175	County Grants Social Services Pharmacy Grant	15,000		15,000	15,000		15,000	15,000
7100.210	County Grants Worcester County GOLD	15,000	3,000	12,000	9,000		9,000	9,000
7100.220	County Grants Youth & Family Counseling	91,710	(3,290)	95,000	91,710		91,710	91,710
7130.005	Matching DHMH DDA Appropriation	28,871		28,871	28,871	State Mandated County Share DDA	28,871	28,871
7130.060	Matching Appropriation Joan W Jenkins Foundation	57,151		57,151	0	County Match to State Grant	0	0
Department Total: 1402 - Other Social Services		751,979	(391,997)	1,143,976	864,370	(112,391)	799,709	739,215
						Variance: Committee Review / FY18 Bgt		
Department: 1502 - WOR-WIC Community College								
7120.040	Other Non-Matching Exp Appropriation for Wor-Wic	2,203,762	(87,630)	2,291,392	2,145,342	Appropriation Match	1,787,790	1,956,998
7120.120	Other Non-Matching Exp Wor-Wic Campus Development	0		0	0	County approve capital requests	0	0
Department Total: 1502 - WOR-WIC Community College		2,203,762	(87,630)	2,291,392	2,145,342	58,420	1,787,790	1,956,998
						Variance: Committee Review / FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1505 - Board of Education								
7120.010	Other Non-Matching Exp Approp for Board of Educ. - MOE Net w/o salary + books, uniforms	84,590,978	(2,069,315)	86,660,293	83,570,125	Medical, Teacher Pension, fixed costs, new bus allotment	69,591,776	80,893,802
7120.010	MOE -Salary increase July - Teachers	1,693,935	1,693,935	0	0	Step, 1% Salary scale adj, Longevity	0	0
7120.010	MOE -Salary increase July - Support Staff	58,380	58,380	0	0	Step, 1.5% Salary scale adj, longevity		
7120.010	MOE -Salary Increase July - Bus Contractors	42,000	42,000	0	0	1% increase hourly & mileage	0	0
7120.092	Restricted Funds - Textbooks /Uniforms	262,000	262,000	0	0	textbooks @ \$200,000 year 1 of 2, band uniforms @ \$62,000	0	0
7120.300	Non-Matching Exp Board of Ed Employee Retirement	514,482		514,482	476,551	MSRS expense	482,366	439,282
7120.310	Non-Matching Exp Board of Ed School Building Impr-MOE	100,000		100,000	100,000	MOE School Building	100,000	100,000
7120.320	Non-Recurring Non-Matching Exp Board of Ed School Construction - NOT MOE	0	(958,500)	958,500	566,100	all capital requests fund balance	244,930	
7120.330	MOE -Other Non-Matching Exp Board of Ed Technology	200,000		200,000	200,000	MOE Technology	200,000	200,000
Department Total: 1505 - Board of Education		87,461,775	(971,500)	88,433,275	84,912,776	2,548,998	70,619,072	81,633,084
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1601 - Recreation Department								
6000.100	Personnel Services Salaries	719,144		719,144	694,512		517,956	613,151
6100.050	Administrative Exp Background Checks	2,500		2,500	2,500		1,428	1,275
6100.052	Administrative Exp Bank Fees	1,700	200	1,500	700		1,078	976
6100.100	Administrative Exp Dues and Subscriptions	20,400		20,400	16,100		16,973	13,644
6100.110	Administrative Exp Envelopes	150		150	150		290	32
6100.165	Administrative Exp Meeting Exp	0		0	0		0	30
6100.190	Administrative Exp Office Supplies	2,900		2,900	2,900		3,071	3,480
6100.210	Administrative Exp Paper	1,000		1,000	1,000		721	170
6100.240	Administrative Exp Printing Exp	1,000		1,000	1,000		795	522
6110.080	Supplies & Equipment Computer Repairs & Supplies	0		0	0		200	0
6110.090	Supplies & Equipment Computers & Printers	2,320		2,320	0		0	921
6110.100	Supplies & Equipment Concession Stand	34,950		34,950	32,000		19,837	29,187
6110.245	Supplies & Equipment Mobile Phones	1,690		1,690	1,690		660	836
6110.310	Supplies & Equipment Promotional Materials	450		450	450		394	0
6110.410	Supplies & Equipment Surveillance Equipment	2,500		2,500	0		0	2,500
6110.420	Supplies & Equipment Tools & Supplies	1,000		1,000	1,000		801	1,477
6130.010	Equipment Maintenance Copier Lease	5,100		5,100	5,100		3,206	4,288
6130.025	Equipment Maintenance Equipment Upgrades & Replacement	10,000		10,000	0		0	
6130.070	Equipment Maint Software Maint Agreements	4,540		4,540	1,900	Peachjar + photoshop	1,213	0
6130.075	Equipment Maintenance Software Upgrades	9,300		9,300	9,260	Registration/Prgm Schedule	9,300	0
6150.050	Uniforms & Personal Equipment Uniform	2,000		2,000	2,000		434	1,099
6160.222	Grant Programs POS - Floor Repairs	0		0	0		0	3,364
6160.255	Grant Programs POS - Recreation Center	0		0	0		0	93,110
6175.010	Recreation Programs Adult Recreation Programs	2,200		2,200	2,100		507	1,499
6175.020	Recreation Programs After School Programs	2,050		2,050	3,150		1,648	1,852
6175.030	Recreation Programs Aquatics Programs	2,850		2,850	2,050		1,485	1,570
6175.040	Recreation Programs MRPA Amusement Park Tickets	8,300		8,300	8,300		3,502	7,078
6175.070	Recreation Programs Special Events	8,460		8,460	9,260		6,419	9,242
6175.080	Recreation Programs Summer Camps for Youth	10,950		10,950	23,050		7,755	12,484
6175.090	Recreation Programs Youth Recreational Outdoor Programs	12,000		12,000	12,000		7,809	11,498
6175.201	Recreation Programs Adult Recreational Programs	17,550		17,550	15,450		5,974	6,683
6175.203	Recreation Programs After School Programs	10,050		10,050	9,700		7,953	9,912

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6175.204	Recreation Programs Fitness Programs	15,500		15,500	9,150		5,609	6,404
6175.205	Recreation Programs Public High School Track Meets	3,600		3,600	3,600		2,167	3,078
6175.207	Recreation Programs Youth Recreational Rec. Center	16,000		16,000	16,800		13,952	13,664
6175.400	Recreation Programs Motor Coach Tours	28,400		28,400	28,400		11,077	21,891
6510.020	Legal Services County Attorney Expenses	0		0	0		45	0
6530.100	Consulting Services Professional Fees	750		750	750		0	0
6530.180	Consulting Services Web Page	0		0	250		272	16
6540.020	Vehicle Operating Exps Fuel - WC Fleet	4,500		4,500	4,500		1,459	1,965
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,000		1,000	1,000		942	733
6550.010	Building Site Exp Building/Prop Improvement	0		0	0		0	2,152
6550.020	Building Site Exp Buildings & Grounds	0		0	7,000		0	0
6550.028	Building Site Expenses Cable	1,760		1,760	1,760		1,413	1,730
6550.040	Building Site Exps Cleaning Contract	6,000		6,000	6,000		2,090	4,975
6550.050	Building Site Exps Custodial Supplies	6,500		6,500	6,500		4,902	8,200
6550.060	Building Site Exps Electricity	65,000		65,000	60,000		45,008	60,797
6550.080	Building Site Exps Fire Alarm Testing	700		700	650		636	636
6550.081	Building Site Exps Fire Extinguishers	100		100	100		153	331
6550.085	Building Site Exp Generator Fuel Oil	500		500	500		0	208
6550.090	Building Site Exps General Maintenance Repairs	30,000		30,000	25,000		21,614	29,027
6550.100	Building Site Exps Generator Services & Repairs	1,000		1,000	1,000		872	593
6550.120	Building Site Exps Heating Propane	42,000	10,000	32,000	32,000		32,451	27,524
6550.140	Building Site Exps Internet Access	2,240		2,240	1,990		1,730	1,988
6550.180	Building Site Exps Pest Control/Termite Insp	50		50	50		0	0
6550.220	Building Site Exps Security Alarm Monitoring	408		408	408		204	408
6550.242	Building Site Exp Sewage Pump Monitoring	350		350	300		183	275
6550.245	Building Site Exps Solar Panel Maintenance	2,000		2,000	2,000		0	960
6550.250	Building Site Exps Sprinkler Testing	1,650		1,650	1,540		1,175	1,560
6550.270	Building Site Exps Telephone	720		720	720		585	680
6550.280	Building Site Exp Tipping Fees	0		0	0		10	0
6550.300	Building Site Exps Trash Removal	2,100		2,100	1,900		1,107	1,415
6550.310	Building Site Exps Water & Sewer	3,000		3,000	3,000		1,770	4,204
6700.700	Other Maint & Svcs Prison Labor	0		0	50		0	0
6900.050	Advertising Recreation Advertisements	6,000		6,000	6,000		5,070	3,961
7000.020	Travel, Training & Exp Board Member Allowance	700		700	700		150	450
7000.040	Travel, Training & Exp Continuing Education/Certificati	2,500		2,500	2,500		1,092	896
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	7,780		7,780	7,780		2,346	9,265
9010.010	Capital Equipment New Vehicles	66,000	(1,000)	67,000	0		0	0
Department Total: 1861 - Recreation Department		1,215,862	9,200	1,206,662	1,091,220		781,491	1,041,863
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1602 - Parks Department								
6000.100	Personnel Services Salaries	332,019		332,019	316,248		258,714	263,222
6100.080	Administrative Exp Copier Supplies	280		280	280		378	195
6100.100	Administrative Exp Dues and Subscriptions	246		246	246		0	246
6100.110	Administrative Exp Envelopes	15		15	15		0	0
6100.190	Administrative Exp Office Supplies	400		400	400		225	174
6100.210	Administrative Exp Paper	25		25	25		0	0
6110.090	Supplies & Equipment Computers & Printers	0		0	0		219	0
6110.120	Supplies & Equipment Equipment Rental	900		900	900		650	660
6110.125	Supplies & Equipment Equipment Maintenance & Repair	2,000		2,000	2,000		1,980	1,974
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	8,121		8,121	8,121		7,557	8,119
6110.245	Supplies & Equipment Mobile Phones	555		555	555		437	562
6110.340	Supplies & Equipment Safety Program Equipment	780		780	780		225	730
6110.390	Supplies & Equipment Small Equipment	1,750		1,750	1,750		1,748	990
6110.420	Supplies & Equipment Tools & Supplies	1,250		1,250	1,250		1,119	1,500
6150.050	Uniforms & Personal Equipment Uniforms	2,080		2,080	2,080		2,116	1,810
6160.225	Grant Programs POS- Future Park Land Acquisition	616,945		616,945	0	POS State	0	0
6160.241	Grant Programs POS - New Park Development	10,000		10,000	0		0	0
6160.244	Grant Programs POS - Park Improvement Project	0		0	19,000		3,933	14,400
6160.252	Grant Programs POS - Playground Equip/Improv	100,000		100,000	0		0	0
6160.256	Grant Programs POS -Sport Field Improvement	25,000		25,000	0			
6200.020	Other Supplies & Materials Materials	29,646		29,646	29,646		20,697	24,624
6510.020	Legal Services County Attorney Expenses	0		0	0		15	0
6540.020	Vehicle Operating Exps Fuel - WC Fleet	18,000		18,000	18,000		13,227	15,519
6540.030	Vehicle Operating Exps Vehicle Maintenance	6,000		6,000	6,000		6,508	4,838
6550.050	Building Site Exps Custodial Supplies	1,905		1,905	1,905		1,739	1,796
6550.060	Building Site Exps Electricity	17,200		17,200	17,230		11,662	15,650
6550.081	Building Site Exps Fire Extinguishers	370		370	370		213	517
6550.090	Building Site Exps General Maintenance Repairs	16,300		16,300	16,533		12,497	20,088
6550.120	Building Site Exps Heating Propane	300		300	300		43	41
6550.170	Building Site Exps Office Rent/Lease	5,000		5,000	5,000		5,000	5,000
6550.180	Building Site Exps Pest Control/Termite Insp	95		95	95		0	0
6550.200	Building Site Exps Portalets	9,950		9,950	9,950		6,654	9,153
6550.242	Building Site Exp Sewage Pump Monitoring	828		828	828		550	825
6550.255	Building Site Exp Stormwater Utility Fee	1,275		1,275	1,275		959	1,278
6550.270	Building Site Exps Telephone	300		300	300		173	216
6550.280	Building Site Exps Tipping Fees	365		365	450		212	65
6550.300	Building Site Exps Trash Removal	2,100		2,100	2,100		1,377	1,806

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY18 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6550.310	Building Site Exps Water & Sewer	1,033		1,033	1,033		754	1,004
6700.350	Other Maint. & Svcs Mosquito Control	1,200		1,200	1,200		852	919
6700.640	Other Maint. & Svcs Special Events	300		300	300		0	135
6700.700	Other Maint. & Svcs Prison Labor	250		250	250		113	231
6900.005	Advertising Bid Advertising	200		200	200		0	0
7000.040	Travel, Training & Exp Continuing Education/Certificati	600		600	490		520	264
7000.115	Travel, Training & Exp Mileage	0		0	0		0	50
9010.010	Capital Equipment New Vehicles	39,000		39,000	0		0	18,298
9010.070	Capital Equipment Heavy Equipment	0		0	13,000		11,226	0
Department Total: 1602 - Parks Department		1,254,583		1,254,583	480,105		374,290	416,899
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1603 - Libraries								
6000.100	Personnel Services Salaries	1,697,846	(46,810)	1,744,656	1,636,807		1,316,293	1,508,093
6000.400	Personnel Services Overtime Pay	2,000		2,000	2,000		134	1,538
6100.090	Administrative Exp Database/Shared Computer costs	17,000		17,000	17,000		2,250	9,650
6100.100	Administrative Exp Dues and Subscriptions	1,600		1,600	1,600		1,575	1,575
6100.190	Administrative Exp Office Supplies	18,000		18,000	18,000		13,791	15,775
6100.210	Administrative Exp Paper	3,000		3,000	3,000		2,266	2,600
6100.230	Administrative Exp Postage & Freight	4,000		4,000	4,000		1,748	3,489
6110.090	Supplies & Equipment Computers & Printers	21,710		21,710	23,406		7,366	6,647
6110.125	Supplies & Equipment Equipment Maintenance & Repair	1,500		1,500	500		1,681	0
6110.210	Supplies & Equipment Library AV-Multimedia	75,000		75,000	75,000		52,267	64,194
6110.230	Supplies & Equipment Library Books	175,000		175,000	175,000		106,945	142,283
6110.240	Supplies & Equipment Library Periodicals	20,000		20,000	18,000		4,935	19,892
6110.245	Supplies & Equipment Mobile Phones	400		400	400		283	376
6110.270	Supplies & Equipment Office Equipment Repairs	500		500	500		0	0
6130.010	Equipment Maintenance Copier Lease	40,000		40,000	43,400		28,776	37,890
6130.030	Equipment Maintenance Library Shared Computer System	21,000		21,000	21,000		0	20,892
6160.095	Grant Programs Library - Miscellaneous	0		0	0		21,446	18,812
6160.120	Grant Programs Library Srv Enhancement - ESRL	75,000		75,000	75,000		50,267	75,000
6510.020	Legal Services County Attorney Expenses	500		500	500		0	1,538
6540.020	Vehicle Operating Expense Fuel - WC Fleet	750		750	0		199	0
6550.005	Building Site Exp Automatic Doors	2,107		2,107	2,107		619	402
6550.030	Building Site Exps Carpet/VCT Cleaning	10,100		10,100	8,600		2,457	4,865
6550.040	Building Site Exps Cleaning Contract	83,940		83,940	69,440		49,661	61,934
6550.050	Building Site Exps Custodial Supplies	7,700		7,700	6,500		3,865	6,210
6550.060	Building Site Exps Electricity	150,000		150,000	120,000		85,115	106,408
6550.070	Building Site Exps Elevator Testing	2,100		2,100	2,100		2,616	3,152
6550.080	Building Site Exps Fire Alarm Testing	2,650		2,650	2,500		1,920	1,968
6550.081	Building Site Exps Fire Extinguishers	250		250	225		251	308
6550.090	Building Site Exps General Maintenance Repairs	35,000		35,000	35,000		34,214	42,792
6550.110	Building Site Exps Heating Fuel Oil	5,000		5,000	7,100		4,618	4,506
6550.120	Building Site Exps Heating Propane	24,500		24,500	24,500		35,029	20,830
6550.124	Building Site Exps HVAC Loop Water Treatment	5,500		5,500	4,500		1,599	3,349
6550.125	Building Site Exps HVAC Repairs/Replacement	4,500		4,500	4,500		0	688
6550.135	Building Site Exps Insurance Claim Exps	0		0	0		0	3,935
6550.140	Building Site Exps Internet Access	8,200		8,200	8,200		6,489	9,087
6550.150	Building Site Exps Landscaping	2,500		2,500	2,500		200	7,000
6550.180	Building Site Exps Pest Control/Termite Insp	1,500		1,500	1,500		954	1,300

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY18 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
6550.220	Building Site Exps Security Alarm Monitoring	2,550		2,550	2,100		714	1,428
6550.242	Building Site Exps Sewage Pump Monitoring	300		300	300		150	300
6550.250	Building Site Exps Sprinkler Testing	4,400		4,400	3,000		2,175	2,890
6550.270	Building Site Exps Telephone	17,700		17,700	14,800		9,464	12,789
6550.280	Building Site Exps Tipping Fees	575		575	575		468	501
6550.300	Building Site Exps Trash Removal	2,400		2,400	2,300		1,574	1,493
6550.310	Building Site Exps Water & Sewer	11,700		11,700	9,600		6,423	7,994
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	8,504		8,504	10,500		4,789	8,370
7170.100	Benefits & Insurance Property & Liability Insurance	300		300	0		195	0
9010.050	Capital Equipment Building Improvements	0	(125,000)	125,000	29,285	Ocean Pines Carpet replacement	0	0
9010.220	Capital Equipment Phone Systems	0		0	21,600		0	0
Department Total: 1883 - Libraries		2,568,782	(171,810)	2,740,592	2,508,445	60,337	1,867,783	2,244,741
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1604 - Other Recreation & Culture								
7100.008	Art League of Ocean City	0		0	20,000	FY17 capital - year 5 of 5	20,000	20,000
7100.050	Furnacetown	20,000	(20,000)	40,000	30,000		30,000	30,000
7100.060	Girdletree Foundation	0	(2,700)	2,700	0		0	0
7100.090	Lower Eastern Shore Heritage	0	(5,000)	5,000	0		0	0
7100.095	Marva Theatre	15,000	(5,000)	20,000	15,000		15,000	0
7100.116	O.C. Developmental Corp. (included Grants to Towns)	0	(1)	1	0	\$100,000 in Ocean City Towns Grant	0	0
7100.134	Pocomoke Little League	10,000	(10,000)	20,000	0	\$75,000 state grant	0	0
7100.135	Pocomoke Marketing Partnership - Discovery Center	20,000	(20,000)	40,000	40,500		40,500	45,000
Department Total: 1604 - Other Recreation & Culture		65,000	(62,701)	127,701	105,500	(40,500)	105,500	95,000
						Variance: Committee Review/ FY18 Bgt		
Department: 1701 - Extension Service								
6100.010	Administrative Exp Administrative Exps	1,955		1,955	1,955		1,955	1,285
6100.100	Administrative Exp Oues and Subscriptions	418		418	418		283	283
6100.190	Administrative Exp Office Supplies	5,800		5,800	5,300		3,352	4,493
6100.230	Administrative Exp Postage & Freight	1,700		1,700	1,700		1,500	1,497
6110.010	Supplies & Equipment 4-H Fair & Demo Materials	9,000		9,000	9,000		9,000	9,000
6110.120	Supplies & Equipment Equipment Rental	420		420	420		300	360
6130.010	Equipment Maintenance Copier Lease	6,800		6,800	6,500		5,729	6,283
6550.170	Building Site Exps Office Rent/Lease	0		0	0		0	504
6550.270	Building Site Exps Telephone	2,500		2,500	2,000		1,493	2,011
6550.280	Building Site Exp Tipping Fees	0		0	0		0	29
7120.020	Non-Matching Exps Appropriation for Extension Svc	152,845		152,845	148,877	State Paid Employees	148,877	144,850
Department Total: 1701 - Extension Service		181,438		181,438	176,170	5,268	172,489	170,597
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1702 - Other Natural Resources								
6170.010	Program Exp Gypsy Moth Control	1,700		1,700	1,700	based on estimate	1,575	1,725
7100.104	County Grant - MD Forest Service - Invasive Species	0	(25,000)	25,000	0	DNR New Program	0	0
7100.180	County Grants Soil Conservation	48,554		48,554	48,554		48,554	6,917
7130.030	Matching Appropriation Conservation Easements	0		0	0		19,000	33,050
7130.040	Matching Appropriation Md Agri Land Preservation Fund	1,000		1,000	3,242		0	0
7130.050	Matching Appropriation Beach Maintenance	450,000		450,000	450,000	Per State Estimate	447,521	207,746
Department Total: 1702 - Other Natural Resources		501,254	(25,000)	526,254	503,496	(2,242)		249,437
						Variance: Committee Review/FY18 Bgt		
Department: 1801 - Economic Development								
6000.100	Personnel Services Salaries	168,942		168,942	168,942		121,111	155,598
6100.060	Administrative Exp Books and Publications	0		0	0		0	106
6100.100	Administrative Exp Dues and Subscriptions	3,400		3,400	3,400		2,779	3,436
6100.150	Administrative Exp Incentives & Events	20,000		20,000	12,000		14,422	16,943
6100.165	Administrative Exp Meeting Exp	1,000		1,000	400		375	2,179
6100.190	Administrative Exp Office Supplies	500		500	1,500		974	276
6100.230	Administrative Exp Postage & Freight	250		250	250		0	3
6110.080	Supplies & Equipment Computer Repairs & Supplies	0		0	0		0	620
6110.090	Supplies & Equipment Computers & Printers	2,450		2,450	1,310		798	0
6110.120	Supplies & Equipment Equipment Rental	200		200	0		243	226
6110.245	Supplies & Equipment Mobile Phones	2,400		2,400	2,400		1,114	1,869
6130.010	Equipment Maintenance Copier Lease	1,200		1,200	1,200		806	1,055
6170.020	Program Exp Intern, Co-Ops & Apprenticeships	100,000		100,000	77,000		16,154	79,880
6170.055	Program Exp NASA Interns	10,000		10,000	10,000	Tri-County NASA Intern Grant	0	0
6510.020	Legal Services County Attorney Exps	0		0	0		60	0
6530.040	Consulting Services Consulting Services	25,000		25,000	25,000		2,533	13,323
6530.180	Consulting Services Web Page	0		0	4,500		2,795	2,750
6540.020	Vehicle Operating Exps Fuel - WC Fleet	2,500		2,500	1,000		782	1,098
6540.030	Vehicle Operating Exps Vehicle Maintenance	750		750	500		120	261
6550.140	Building Site Expenses Internet Access	0		0	1,800		1,500	1,799
6550.270	Building Site Exps Telephone	700		700	500		398	677
6700.800	Other Maint & Svcs New Business Startup	25,000		25,000	25,000		25,000	20,000
6900.015	Advertising Economic Development	40,000		40,000	20,000		21,641	14,711
7000.020	Travel, Training & Exp Board Member Allowance	2,100		2,100	2,100		1,550	1,819
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	13,575		13,575	10,475		7,267	7,725
7000.115	Travel Training & Exp Mileage Reimb	3,000		3,000	3,000		1,345	0
9010.010	Capital Equipment New Vehicles	0	(27,061)	27,061	0	remove vehicle	0	0
Department Total: 1801 - Economic Development		422,967	(27,061)	450,028	372,277	50,690		326,365
						Variance: Committee Review/FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17	
Department: 1803 - Tourism									
6000.100	Personnel Services Salaries	208,433	(16,546)	224,979	215,541		186,400	208,018	
6100.010	Administrative Exp Administrative Exps	385		385	385		126	181	
6100.100	Administrative Exp Dues and Subscriptions	2,120		2,120	1,331		1,885	931	
6100.150	Administrative Exp Incentives & Events	800		800	800		0	770	
6100.190	Administrative Exp Office Supplies	1,200		1,200	1,500		433	1,184	
6110.090	Supplies & Equipment Computers & Printers	976		976	0		0	0	
6110.245	Supplies & Equipment Mobile Phones	2,000		2,000	2,000		1,634	1,686	
6110.310	Supplies & Equipment Promotional Materials	39,000		39,000	80,900	Visitors Guide FY18	68,433	45,963	
6110.380	Supplies & Equipment Signage	1,000		1,000	1,000		0	1,710	
6110.393	Supplies & Equipment Special Event Sponsorship	6,000		6,000	6,000		12,845	7,744	
6130.010	Equipment Maintenance Copier Lease	1,055		1,055	1,055		731	975	
6150.050	Uniforms & Personal Equipment Uniforms	250		250	250		358	0	
6160.150	Grant Programs Tourism Grant Projects	102,931		102,931	109,443	State Grant Estimate	0	134,106	
6510.020	Legal Services County Attorney Exps	300		300	300		0	134	
6530.180	Consulting Services Web Page	25,000		25,000	25,000		14,253	19,570	
6540.020	Vehicle Operating Exps Fuel - WC Fleet	1,000		1,000	1,000		1,147	976	
6540.030	Vehicle Operating Exps Vehicle Maintenance	500		500	500		621	233	
6550.040	Building Site Exps Cleaning Contract	1,350		1,350	1,350		1,004	1,339	
6550.050	Building Site Exps Custodial Supplies	380		380	380		114	390	
6550.060	Building Site Exps Electricity	12,000		12,000	12,000		9,231	11,034	
6550.090	Building Site Exps General Maintenance Repairs	500		500	500		0	50	
6550.140	Building Site Exps Internet Access	550		550	550		360	480	
6550.220	Building Site Exps Security Alarm Monitoring	204		204	300		102	204	
6550.270	Building Site Exps Telephone	2,600		2,600	2,400		2,169	2,606	
6900.052	Advertising Supplemental Advertising	283,500		283,500	283,500	Advertising Paid directly by Tourism	231,991	283,550	
6900.055	Advertising Tourism	380,000		380,000	380,000		366,311	372,365	
7000.020	Travel, Training & Exp Board Member Allowance	1,050		1,050	1,050		229	350	
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	3,200		3,200	3,200		2,702	4,558	
9010.050	Capital Equipment Building Improvements	0		0	0		0	10,574	
Department Total 1803 - Tourism		1,078,284	(16,546)	1,094,830	1,132,235		(53,951)	903,080	1,111,681
						Variance: Committee Review: FY18 Bgt			

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1901 - Taxes Shared with Towns								
7160.010	Towns' Share Towns' Share County Bingo Fee	3,100		3,100	3,100		0	3,400
7160.020	Towns' Share Towns' Share County Income Tax	2,000,000		2,000,000	2,000,000		1,013,662	2,032,097
7160.030	Towns' Share Towns' Share Food Tax	0	(1,100,000)	1,100,000	1,100,000	Agency Fund	1,035,369	1,422,769
7160.040	Towns' Share Towns' Share Liquor License Fees	331,970		331,970	331,970		0	362,625
7160.050	Towns' Share Towns' Share Room Tax	0	(13,900,000)	13,900,000	13,900,000	Agency Fund	11,052,606	15,573,682
Department Total: 1901 - Taxes Shared with Towns		2,335,070	(15,000,000)	17,335,070	17,335,070	(15,000,000)	13,101,637	19,394,574
						Variance: Committee Review/ FY18 Bgt		
Department: 1902 - Grants to Towns								
6160.043	Grant Program - OPA Other Grant	0	(100,000)	100,000	0	Ocean Pines Association	0	0
7100.028	OPA Recreation Conditional Grant	10,000	(30,000)	40,000	10,000		10,000	10,000
7100.029	OPA Tourism Conditional Grant	10,000	(15,000)	25,000	10,000		10,000	10,000
7100.065	County Grants Grants to Towns for Police	475,000	(25,000)	500,000	464,500	Ocean Pines Association	464,500	459,500
7100.153	County Grants Restricted Fire Grant	489,000	5,000	484,000	486,000	Ocean City	486,000	412,000
7100.192	County Grants Tourism to Town	50,000		50,000	50,000		50,000	50,000
7100.193	County Grants Unrestricted to Town	4,678,425	(522,339)	5,200,764	4,789,956	see worksheets	4,789,956	4,491,956
Department Total: 1902 - Grants to Towns		5,712,425	(687,339)	6,399,764	5,810,456	(98,031)	5,810,456	5,433,456
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY18 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1950 - Benefits & Insurance								
6510.070	Legal Services Judgements & Lawsuits	5,000		5,000	5,000		10,000	1,826
7170.010	Benefits & Ins. Allowance Salary Increase July '18	905,845	(8,861)	914,706	0	step July 2018, 1% COLA, longevity	0	0
7170.020	Benefits & Insurance Contingency	10,000		10,000	43,900		0	5,943
7170.030	Benefits & Insurance Hospitalization Insurance	6,506,016	(115,926)	6,621,942	6,349,137	based on negotiated rates	5,731,784	5,693,148
7170.040	Benefits & Insurance Other Post-Employment Benefits	5,071,000	71,000	5,000,000	4,000,000		3,000,000	4,000,000
7170.050	Benefits & Insurance Retirement	2,816,869	(85,585)	2,902,454	2,695,435		2,719,052	2,153,946
7170.060	Benefits & Insurance Social Security Taxes	2,170,004	(2,796)	2,172,800	1,976,191		1,538,008	1,756,185
7170.070	Benefits & Insurance Unemployment Insurance	15,000		15,000	7,000		49,098	8,503
7170.080	Benefits & Insurance Vested Benefits	0		0	0		0	31,000
7170.090	Benefits & Insurance Workmans Compensation Ins	795,276		795,276	755,250		877,574	521,097
7170.100	Benefits & Insurance Property & Liability Insurance	408,353		408,353	404,954		423,251	393,332
7170.120	Benefits & Insurance Long Term Disability	61,191		61,191	36,839		49,431	35,809
7170.130	Benefits & Insurance Life Insurance	49,932		49,932	57,275		51,795	54,309
7170.140	Benefits & Insurance FSA, EAP Prgm, PSA Admin	90,896		90,896	84,576		84,641	83,229
7170.150	Benefits & Insurance Retirement Admin Fee	109,971		109,971	95,036		73,615	83,471
Department Total 1950 - Benefits & Insurance		19,015,353	(142,168)	19,157,521	16,510,593	2,504,760	14,608,250	14,821,800
						Variance: Committee Review/ FY18 Bgt		
Department: 1975 - Debt Service								
7700.050	Debt Service 2003 MDE Water Quality Bond	252,576		252,576	252,576		252,576	238,458
7700.070	Debt Service 2007 Capital Improvements Bonds	0		0	2,047,606		2,047,606	2,046,611
7700.080	Debt Service 2008 Capital Improvements Bonds	2,511,250		2,511,250	2,536,375		2,537,150	2,563,382
7700.090	Debt Service 2013 Capital Improvements Bonds	1,355,298		1,355,298	1,712,952		1,648,368	1,713,126
7700.100	Debt Service 2014 Capital Improvements Bonds	3,900,931		3,900,931	3,946,931		3,947,577	4,021,327
7700.110	Debt Service 2015 Capital Improvements Bonds	3,608,170		3,608,170	1,821,830		1,821,830	1,357,808
Department Total 1975 - Debt Service		11,628,225		11,628,225	12,318,270	(690,045)	12,255,106	11,940,710
						Variance: Committee Review/ FY18 Bgt		

Expenditures

Worcester County, MD

5/10/18 12:16 PM

FY2019 Budget Work Session 5/15/18

Account Number	Description	2019 Work Session 5/8/19	Work Session vs FY19 Request	FY19 Department Request	FY18 Adopted Budget	Work Session Notes & Changes 5/8/18	FY18 Actual YTD 4/30/18	FY17 Actual 6/30/17
Department: 1985 - Interfund								
8010.010	Transfer Out to Other Funds	0		0	0		0	419,378
8010.020	Transfer Out Budget Stabilization Fund	0		0	0		0	0
8100.020	Transfers Out - Capital Projects	0		0	0		5,230,298	1,896,803
8100.050	Transfers Out - OPEB Reserve	0		0	0		0	750,000
8100.060	Transfers Out Recycling	1,033,339		1,033,339	1,042,255	Budget Stabilization FY19	1,042,255	663,294
8100.070	Transfers Out Convenience Centers	664,984		664,984	624,068	Budget Stabilization FY19	624,068	504,505
8100.080	Transfer Out to Reserve Fund	0	(1,152,665)	1,152,665	0		919,044	0
Department Total 1985 - Interfund		1,698,323	(1,152,665)	2,850,988	1,666,323	32,000	7,815,665	4,233,980
						Variance: Committee Review/ FY18 Bgt		
Expenditure Grand Total		190,030,719	(21,581,280)	211,611,999	198,932,675	(8,901,956)	174,103,270	193,748,064
						Variance: Committee Review/ FY18 Bgt		