Town Council
Regular Meeting
April 28, 2026, 6:00 PM
Council Chambers, La Plata Town Hall
305 Queen Anne St.
La Plata MD

Agenda

1. Call to Order

    1.1. Meeting Attendance and Decorum

    Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

    In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

    Join on your computer, mobile app, or room device.

    Join the meeting now

    Meeting ID: 271 095 028 035 62
    Passcode: vp3Sh6j2
    (Calendar Year 2026)

    In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

    1.2. Roll Call

    1.3. Pledge of Allegiance

    1.4. Approval of the Meeting Agenda

2. Disclosure of Closed Session

    2.1. Disclosure of Closed Session on April 14, 2026

3. Petitions, Communications, Appearances and Public Comment

    3.1. Financial Forecast Presention (Baker/Tilly)

    3.2. Neighborhood Grant Presentation

    3.3. Proclamation: Professional Municipal Clerks Week

    3.4. Public Comment

4. Public Hearing - Fiscal Year 2027 Financial Plan/Budget

    4.1. Call to Order (Presiding Officer)

    4.2. Review of Public Notices (Town Clerk)

    4.3. Summary of Town Staff Report and Recommendation

    4.4. Questions by the Town Council to Town Staff

    4.5. Written Documents Entered into the Record (Town Clerk)

    4.6. Speakers from the Public

    4.7. Additional Questions by the Town Council

    4.8. Closing of Public Hearing

5. Public Hearing - Fiscal Year 2027 Fee Schedule

    5.1. Call to Order (Presiding Officer)

    5.2. Review of Public Notices (Town Clerk)

    5.3. Summary of Town Staff Report and Recommendation

    5.4. Questions by the Town Council to Town Staff

    5.5. Written Documents Entered into the Record (Town Clerk)

    5.6. Speakers from the Public

    5.7. Additional Questions by the Town Council

    5.8. Closing of Public Hearing

6. Public Hearing - Zoning Ordinance Amendments (Adequate Public Facilities)

    6.1. Call to Order (Presiding Officer)

6.2. Review of Public Notices (Town Clerk)

6.3. Summary of Town Staff Report and Recommendation

6.4. Questions by the Town Council to Town Staff

6.5. Written Documents Entered into the Record (Town Clerk)

6.6. Speakers from the Public

6.7. Additional Questions by the Town Council

6.8. Closing of Public Hearing

7. Consent Agenda

7.1. Approval of Minutes from March meetings:

- March 10, 2026 - Regular Meeting
- March 17, 2026 - Special Meeting
- March 24, 2026 - Regular Meeting

8. Matters of Council Discussion

8.1. Governance Documents

8.2. Law Enforcement Officers' Pension System (LEOPS)

8.3. Realignment of Beautification Commission and Keep La Plata Beautiful

8.4. Flag Protocol

8.5. Water Conservation Policies

9. Legislation

9.1. Ordinance 26-04 Sustainability Advisory Committee (Green Team)(First Reading; For Introduction)

AN ORDINANCE concerning

Sustainability Advisory Committee (Green Team)

FOR the purpose of creating a Sustainability Advisory Committee (Green Team); and all matters generally relating thereto.

9.2. Ordinance 26-05 Anti-Harassment Policy for Elected Officials (First Reading; For Introduction)

AN ORDINANCE concerning

Anti-Harassment Policy for Elected Officials

FOR the purpose of adopting an Anti-Harassment Policy applicable to elected officials of the Town of La Plata; establishing a framework for responding to complaints of harassment made against elected officials; providing standards of conduct; and generally relating to the protection of Town officials, employees, and others from harassing conduct in connection with Town business.

9.3. Ordinance 26-06 Town of La Plata Fiscal Year 2027 Financial Plan/Budget (First Reading; For Introduction)

AN ORDINANCE concerning

Town of La Plata Fiscal Year 2027 Financial Plan/ Budget

FOR the purpose of adopting the Town of La Plata Fiscal Year 2027 Financial Plan/Budget; and all matters generally relating thereto.

9.4. Ordinance 26-07 Town of La Plata Fiscal Year 2027 Fee Schedule (First Reading; For Introduction)

AN ORDINANCE concerning

Town of La Plata Fiscal Year 2027 Fee Schedule

FOR the purpose of adopting the Fee Schedule, dealing with fees set by the Town of La Plata; and all matters generally relating thereto.

9.5. Ordinance 26-08 Town of La Plata Fiscal Year 2027 Tax Rate (First Reading; For Introduction)

AN ORDINANCE concerning

Town of La Plata Fiscal Year 2027 Tax Rate

FOR the purpose of adopting the Town of La Plata Fiscal Year 2027 Tax Rate; and all matters generally relating thereto.

9.6. Ordinance 26-09 Chapter 191 – Zoning Ordinance for the Town of La Plata, Maryland (First Reading; For Introduction)

AN ORDINANCE concerning

Chapter 191 – Zoning Ordinance for the Town of La Plata, Maryland

FOR the purpose of amending the Zoning Ordinance to comprehensively update the Town Zoning Ordinance, requiring the demonstration of adequate public infrastructure capacity prior to development approval; and all matters generally relating thereto.

9.7. Ordinance 26-10 Chapter 173 - Subdivision and Land Development (First Reading; For Introduction)

AN ORDINANCE concerning

Chapter 173 – Subdivision and Land Development

FOR the purpose of amending Chapter 173, Subdivision and Land Development, redefining the process by which annual school seat allocations are calculated and establishing a formal Development Agreement process; and all matters generally relating thereto.

9.8. Resolution 26-20 Town Flag Protocol (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Town Flag Protocol

FOR the purpose of adopting the Town Flag Protocol; and all matters relating thereto.

9.9. Resolution 26-21 Revision of Town Council Rules of Procedure (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Revision of Town Council Rules of Procedure

FOR the purpose of revising the rules and guidelines by which the Council of the Town of La Plata (Town Council) operates; and all matters related thereto.

9.10. Resolution 26-24 Keep La Plata Beautiful (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Keep La Plata Beautiful

FOR the purpose of repealing Resolution 19-18, establishing the Keep La Plata Beautiful (KLB) Committee and the composition of the membership; and all matters related thereto.

9.11. Resolution 26-25 Code of Civility (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Code of Civility

FOR the purpose of formally adopting a Code of Civility to govern the conduct of elected officials, appointed officials, staff, applicants, and members of the public participating in the affairs of the Town of La Plata; affirming standards of respectful engagement in the conduct of Town business; and all matters generally relating thereto.

9.12. Resolution 26-26 Law Enforcement Officers' Pension System Pick-Up (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Law Enforcement Officers' Pension System Pick-Up

FOR the purpose of confirming the Town of La Plata as an approved employer with respect to the Law Enforcement Officers' Pension System ("LEOPS"), and that the Town of La Plata shall pick up all of the mandatory employee contributions for La Plata officers participating in the LEOPS, in accordance with Annotated Code of Maryland, State Personnel and Pensions Article; and all matters generally relating thereto.

9.13. Resolution 26-27 Transfer to the Law Enforcement Officers' Pension System (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Transfer to the Law Enforcement Officers' Pension System

FOR the purpose of withdrawing eligible law enforcement officers employed by the La Plata Police Department from the Employees' Pension System and transferring such officers to the Law Enforcement Officers' Pension System; and all matters generally relating thereto.

10. New Business

10.1. Reports from the Mayor and Town Council

10.2. Future Agenda Forecast (Written Only)

11. Adjourn

11.1. Adjournment

PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)

This Certification Must Be Completed Before a Closed Session May Be Held

Date: **04/14/2026** Time: **6:00 PM** Location: **La Plata Town Hall** at this meeting, a motion was made by **Paul Guttenberg** and seconded by **Gregory Sampson, Jr.** to conduct a closed session of the Council of the Town of La Plata.

Recorded vote to close the meeting:

Members	IN FAVOR	OPPOSED	ABSTAINING	ABSENT
Mayor Jeannine E. James	☑	☐	☐	☐
Councilman Paul Guttenberg	☑	☐	☐	☐
Councilman Patrick McCormick	☑	☐	☐	☐
Councilman Gregory Sampson Jr.	☑	☐	☐	☐
Councilman Tyjon Johnson	☑	☐	☐	☐

(Note: If any member of the public objects to conducting the closed session, a copy of this certification must be sent to the Maryland Open Meetings Law Compliance Board.)

STATUTORY AUTHORITY TO CLOSE SESSION, State Government Article §3-305(b) (check all that apply):

☐ **(1)** To discuss:
- ☐ **(i)** the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or
- ☐ **(ii)** any other personnel matter that affects one or more specific individuals;

☐ **(2)** protect the privacy or reputation of an individual with respect to a matter that is not related to public business;

☐ **(3)** consider the acquisition of real property for a public purpose and matters directly related to the acquisition;

☐ **(4)** consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;

☐ **(5)** consider the investment of public funds;

☐ **(6)** consider the marketing of public securities;

☑ **(7)** consult with counsel to obtain legal advice;

☐ **(8)** consult with staff, consultants, or other individuals about pending or potential litigation;

☐ **(9)** conduct collective bargaining negotiations or consider matters that relate to the negotiations;

☐ **(10)** discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
- ☐ **(i)** the deployment of fire and police services and staff; and
- ☐ **(ii)** the development and implementation of emergency plans;

☐ **(11)** prepare, administer, or grade a scholastic, licensing, or qualifying examination;

☐ **(12)** conduct or discuss an investigative proceeding on actual or possible criminal conduct;

☐ **(13)** comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;

☐ **(14)** discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process; or

☐ **(15)** discuss cybersecurity, if the public body determines that public discussion would constitute a risk to:
- ☐ **(i)** security assessments or deployments relating to information resources technology;
- ☐ **(ii)** network security information, including information that is:
  - ☐ **1.** related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity;
  - ☐ **2.** collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or
  - ☐ **3.** related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or
- ☐ **(iii)** deployments or implementation of security personnel, critical infrastructure, or security devices.

PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)

This Certification Must Be Completed Before a Closed Session May Be Held

For each citation checked the reasons for closing and topics to be discussed:

(7) **Topic:** Maryland Department of the Environment litigation
Reason for Closure: Discussion involves communication regarding litigation, not appropriate for public disclosure

Persons attending closed session:

Mayor Jeannine James	Councilman Tyjon Johnson	
Councilman Paul Guttenberg	Town Manager Chuck Stevens	
Councilman Patrick McCormick	Assistant Town Manager Michelle Miner	
Councilman Gregory Sampson Jr.	Town Attorney Todd Pounds	

Action(s) Taken:

(7) **Legal Consultation:** The Town's Special Counsel provided legal updates and consultation on matters within attorney-client privilege. The discussion involved communications regarding litigation with the Maryland Department of the Environment, not appropriate for public disclosure.

Time closed session adjourned**: 11:27PM**

This statement is made by Mayor Jeannine James, Presiding Officer: _____

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0476

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Lucinda Anderson
DEPARTMENT:	Executive
TYPE:	Special Events
SUBJECT:	Neighborhood Mini Grants- Spring 2026

BACKGROUND:

The Town offers Neighborhood Event Mini-Grants to help residents create engaging community activities. These grants provide up to $500 for activities like block parties, health fairs, runs, clean ups, and more. Open to neighborhood associations, authorized residents, and communities. Grants are awarded twice a year, for Spring and Fall/Winter events. This initiative aims to foster community connections and enhance neighborhoods.

FISCAL IMPACT:

There is minimal fiscal impact of maintaining the Neighborhood Event Mini-Grant program. Funds are budgeted for the fiscal year within the Community Promotion Department, under Special Events. Grant amounts are modest and within the FY26 budget.

2026 Spring Award – Washington Square - $500

STRATEGIC PLAN ALIGNMENT:

Good Governance: empowering residents to take an active role in creating safe, welcoming and vibrant neighborhoods.

Promote civic engagement, enhance quality of life and build a sense of belonging among residents.

Community Identity: Events and programs that meet the needs and interest of the community. Additionally, this initiative aligns with other long-term town planning efforts, including:

• Comprehensive Plan: Supports community development and neighborhood vitality by encouraging resident participation and social cohesion.

• Capital Improvement Plan: While primarily focused on physical infrastructure, this initiative complements CIP goals by enhancing neighborhood usage.

Overall, the mini-grants program strengthens the Town's vision of connected, vibrant neighborhoods while supporting broader long-term planning objectives

SUSTAINABILITY CONSIDERATIONS: This initiative aligns with community sustainability strategies by promoting social cohesion, supporting local economies, and encouraging environmentally responsible practice

ADA CONSIDERATIONS:

N/A

RECOMMENDED ACTION: Present certificates to the grant winners

ATTACHMENTS:

Grant application and narrative provided.

NARRATIVE:

"Kitty Powell represents Washington Square today, to accept the award."

The Washington Square Pig Pickin' Pig Roast will take place on May 23, 2026. Event begins with a social hour for residents to mingle with Town dignitaries and friends, followed by a buffet-style pig roast dinner. Desserts will be donated by local residents. Volunteers from the community will handle decorations, cooking, and clean-up. The event strives to celebrate Spring by bringing the community together. Costs are estimated at $750, with any excess amounts covered by the community. Promotion will occur through various local channels, and planning is already underway.

APPLICATION FOR TOWN OF LA PLATA NEIGHBORHOOD EVENT MINI-GRANT

Event Title: Washington Square "Pig Pickin" Pig Roast

Event Date: Saturday, May 23, 2026

Event Time: 4:00 p.m. to 7:00 p.m. Event Location: Washington Square Community Center

Please list the specific streets or neighborhood included (Attach sheet if needed):

Thomas Jefferson Street, Madison Street, Kennedy Place and Dulles street

Website: N/A

Facebook: @ N/A Instagram: @ N/A

Estimated Attendance: Participants: 75 Volunteers: 10

Brief Description and Purpose of Event (attached sheet if needed): The Washington Square Community Center Committee (CCC), comprised of resident volunteers, plans, coordinates and implements events for the enjoyment of Washington Square's Senior residents. It has been a bitter winter. The late January snow/ice storm resulted in all of our residents being trapped in their homes for days. The cost to remove the snow and ice was exorbitant. Spring is on the way and everyone is itching to get outdoors and enjoy the warmer temperatures and socializing. Accordingly, the CCC is planning an event to bring everyone together...and what's better than sharing in pig pickin? The pig will be roasted on site during the day. The aromas permeating the air will be enticing. In addition to the pig, there will be fried chicken and the usual sides, and residents will be asked to bring a dessert to share.
(continued on attached)

Grant Amount Requested: $500.00 Total budget for the event: $750.00

Applicant/Chairperson Contact Information:

Name: Bill Cates Title: President, Washington Square HOA

Address: [redacted]

City, State, Zip: La Plata MD 20646

Cell Phone: [redacted] Landline Phone: N/A

Email: [redacted]

The applicant hereby certifies and agrees as follows: (1) that he/she is authorized to make application; (2) that all information contained herein is true and correct; (3) that he/she will comply with all applicable Town regulations.

Signature:

Title: President, Washington Square HOA

Attachment 1 - Application for Event Mini-Grant
Washington Square "Pig Pickin" Pig Roast – May 23, 2026

The ladies in the neighborhood take much pride in their baking ability and enjoy sharing their culinary delights!

Residents will take part in a social hour prior to dinner service. This gives everyone a chance to mingle and chat with Town dignitaries, old friends and new, after which the pig pickin will begin with dinner served buffet style. Following dinner, residents will once again be able to mix and mingle.

This event will afford all our residents an opportunity to shed the doldrums of winter and enjoy the rebirth of spring by coming together to share a good meal with their Washington Square family and friends.

We expect the cost of this event to be approximately $750.00. Costs exceeding grant funds will be supplemented by the Community. Grant funds will be used to purchase food, drinks, and serving items. Desserts will be prepared and donated by residents. Resident members of the CCC will decorate the Community Center, arrange for and coordinate the roasting of the pig and purchase/preparation of sides, and set-up for the event. In addition, these volunteers will be responsible for cleaning up at the conclusion of the event.

This event will be promoted through the community newsletter, at HOA meetings, the Community Center bulletin board, signage, flyers, and word-of-mouth. Not much happens in Washington Square that is not known by all.

Planning for this event has already begun with the selection of an event date and scheduling with the pig roaster. Additional preparations will begin April 1st with finalization of the menu. Event promotion will begin April 15th.

Thank you for considering our application and your continued support of the Town's senior residents! We look forward to having you join us at this event!

You are Invited to Washington Square's Pig Pickin' BBQ

Saturday, May 23, 2026

4:00 p.m. - 7:00 p.m.

Menu: Roast Pig, Fried Chicken, Baked Beans, Coleslaw, Rolls

Please bring your favorite dessert to share!

Funds of $500.00 were awarded from the Town of La Plata's Neighborhood Event Mini-Grant for this event!

We hope you will join in on the fun!

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0549

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Kelly Phipps
DEPARTMENT:	Legislative
TYPE:	Town Council Proclamation
SUBJECT:	Professional Municipal Clerks Week

BACKGROUND:

The annual Professional Municipal Clerks Week was initiated in 1969 by the International Institute of Municipal Clerks and is endorsed by more than 15,000 members throughout the United States, Australia, Belgium, Bermuda, Bulgaria, Canada, England, Italy, the Netherlands, New Zealand, South Africa, and Wales. In 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a Proclamation officially declaring Professional Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government.

This annual observance offers a special opportunity to recognize and honor the critical role municipal clerks play in our communities. They are essential in ensuring transparency, efficiency, and the smooth operation of local government. Municipal clerks are the backbone of local government operations, often working behind the scenes to oversee key functions like recordkeeping, election management, legislative documentation, and maintaining public trust through transparency and accountability. Their dedication is vital to the effective functioning of our municipalities.

FISCAL IMPACT:

N/A. This proclamation incurs no financial obligations.

STRATEGIC PLAN ALIGNMENT:

The duties of the municipal clerk align with Goal #1, Good Governance, as follows:

- Ensure fair and transparent decision-making processes by following established procedures.
- Maintain and enforce existing plans and policies.
- Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds.

As an item of recognition, this proclamation aligns with Goal #2, Operational Excellence, specifically: "Retain high quality and committed employees by promoting a level of work/life effectiveness appropriate to keep excellent employees across the organization."

SUSTAINABILITY CONSIDERATIONS:

Municipal clerks are integral to community sustainability as stewards of vital documents and essential government records. Clerks are increasingly called upon to lead or support transformational initiatives and champion inclusive processes to enhance public engagement in the decision-making process, making them indispensable change agents in local government.

ADA CONSIDERATIONS:

Municipal clerks are central to ensuring that local government services, records, and meetings are accessible to all community members, a responsibility that has shifted from best practice to a legal mandate. As custodians of public records and often the first point of contact for residents, clerks play a critical role in facilitating compliance with the Americans with Disabilities Act (ADA), particularly regarding digital and physical accessibility

RECOMMENDED ACTION:

Issue a proclamation recognizing the week of May 3-9, 2026, as Professional Municipal Clerks Week in the Town of La Plata.

ATTACHMENTS:

Proclamation – Professional Municipal Clerks Week

Town of La Plata
PROCLAMATION

Professional Municipal Clerks Week
May 3-9, 2026

WHEREAS, the Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, the Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels; and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Professional Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county, and international professional organizations;

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do recognize the week of May 3-9, 2026, as PROFESSIONAL MUNICIPAL CLERKS WEEK, and urge all citizens to pay tribute to all our Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

SEAL:

ATTEST:

_____
Shelby Pritchett
Town Clerk

Date: _____

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

_____
Gregory Sampson Jr., Councilman

_____
Tyjon C. Johnson, Councilman

Town Council Public Hearing Procedures

The April 28, 2026, public hearing by the Council of the Town of La Plata on the subject of the Town of La Plata Fiscal Year 2027 Financial Plan/Budget will be conducted in the following manner:

1. Call to Order
2. Review of Public Notices
3. Summary of Town Staff report and recommendation
4. Questions by the Town Council to Town staff
5. Written documents are entered into the record
    - Written testimony may be submitted in advance via email to legislative@townoflaplata.org or postal mail to Legislative Services Department, Town of La Plata, 305 Queen Anne St Box 2268, La Plata MD 20646, and must be received no later than 12:00 PM on Monday, April 27, 2026.
    - Written documents for the record will be presented to the presiding officer prior to the opening of the public hearing.
6. Speakers (signed up) are called on by the Mayor or presiding officer.
    - Those wishing to provide in-person testimony may sign up in advance no later than 3:00 PM on Tuesday, April 28, 2026, via the town webpage: https://www.townoflaplata.org/209/Public-Communications , or upon arrival at the Council Chambers via sign-up sheet.
    - Speakers who register in advance will be recognized prior to speakers who register upon arrival at the public hearing.
    - In-person registration to speak will end when the relevant public hearing is opened.
    - At the discretion of the Mayor or presiding officer, time may be limited to 3 minutes and may not be yielded.
7. Additional questions by Town Council
8. Closing of Public Hearing
    - When the hearing is concluded, the Town Council will not hear further comments or questions during the meeting.

APG Media of Chesapeake, LLC

29088 Airpark Drive
Easton, MD 21601

04/13/26
3102356

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "NOTICE - TC-PH-FY27FP-FS...**" was published in the:**

Southern Maryland News 04/10/26

Orestes Baez
President & Publisher

NOTICE OF PUBLIC HEARING
COUNCIL OF THE TOWN OF LA PLATA
April 10, 2026

Notice is hereby given that the Council of the Town of La Plata will hold a public hearing on Tuesday, April 28, 2026, at 6:00 PM, or as soon thereafter as possible, in La Plata Town Hall, 305 Queen Anne Street, La Plata, Maryland, for the purpose of hearing public comment on the following:

Town of La Plata FY2027 Financial Plan/Budget
Town of La Plata FY2027 Fee Schedule

At the public hearing, all parties in interest and citizens will have an opportunity to be heard. Special accommodation for persons with disabilities will be made upon request. Members of the public wishing to observe the meeting remotely may join via Microsoft Teams meeting via computer or mobile app at https://tinyurl.com/TCPublicHearings

Copies of the proposed Town of La Plata FY2027 Financial Plan/Budget and Town of La Plata FY2027 Fee Schedule are available for review at the La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM or on the Town's website, townoflaplata.org

Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townoflaplata.org or by phone at 301-934-8421.

3102356 IN 4/10/2026

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0374

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Chuck Stevens, Town Manager
DEPARTMENT:	Finance
TYPE:	Town Council Ordinance
SUBJECT:	FY2027 Budget, Tax Rate, and Fee Schedule Ordinances

BACKGROUND:

The attached ordinances collectively establish the Town of La Plata's financial framework for Fiscal Year 2027, effective July 1, 2026. These include:

- Adoption of the FY2027 Financial Plan/Budget, which authorizes operating and capital expenditures for the fiscal year.
- Establishment of the FY2027 Tax Rate, maintaining the real property tax rate at $0.35 per $100 of assessed value, along with applicable personal property, public utility, and special taxing district rates.
- Adoption of the FY2027 Fee Schedule, updating Chapter 101 of the Town Code to reflect current service fees and cost recovery practices.

These ordinances are interdependent and are required annually to ensure the Town's authority to collect revenues and execute expenditures in alignment with the approved financial plan.

In accordance with Town Code §C8-6, public hearings were advertised for the FY2027 Budget and Fee Schedule. A public hearing was not required for the Tax Rate, as the rate is not increasing, consistent with State of Maryland requirements.

FISCAL IMPACT:

The adoption of these ordinances authorizes the full implementation of the FY2027 budget, including all planned revenues and expenditures across governmental and enterprise funds.

- **Budget Ordinance:** Establishes appropriations for all Town operations, capital projects, and debt obligations.
- **Tax Rate Ordinance:** Maintains the current real property tax rate, providing a stable and predictable revenue stream while incorporating growth in the tax base.

- **Fee Schedule Ordinance:** Updates fees to support cost recovery for services, particularly within enterprise operations.

Collectively, these ordinances ensure sufficient revenue generation to support Town services, capital investments, and long-term financial obligations.

The Finance Committee reports that while the proposed FY2027 budget is balanced and based on reasonable revenue projections, it remains structurally tight with little room to absorb unexpected costs or advance long-term capital needs. The Committee notes that relying on a small operating surplus—about 0.9%—to fund capital projects is workable for now but not sustainable once unassigned fund balance is depleted. To support long-term fiscal stability, the Committee emphasizes the need to increase recurring revenue dedicated to capital funding and to closely monitor structural balance and reserve levels going forward.

STRATEGIC PLAN ALIGNMENT:

These ordinances directly support the Town's Strategic Plan, including:

- **Good Governance:** Establishes a transparent and balanced financial plan with clear authority for revenues and expenditures.
- **Economic Prosperity:** Maintains stable tax rates and predictable fee structures to support residents, businesses, and development activity.
- **Operational Excellence:** Aligns financial resources with service delivery, capital planning, and infrastructure investment priorities.
- **Accountability:** Provides clear authorization and oversight of revenues and expenditures, ensuring departments are responsible for budget management and performance outcomes, and reinforcing the Town's commitment to fiscal stewardship and transparency.

SUSTAINABILITY CONSIDERATIONS:

The FY2027 financial framework reflects a balanced approach to fiscal sustainability by:

- Maintaining stable tax rates while leveraging assessed value growth.
- Aligning fees with the cost of service delivery.

- Supporting ongoing capital investment and infrastructure maintenance through planned appropriations.
- Preserving financial flexibility through prudent budgeting practices and revenue diversification.

These actions contribute to the Town's ability to sustain service levels and financial health over both the short and long term.

ADA CONSIDERATIONS:

The adoption of the FY2027 Budget, Tax Rate, and Fee Schedule does not directly impact ADA accessibility. Any projects, programs, or services funded through the budget will continue to comply with applicable ADA requirements.

RECOMMENDED ACTION:

Adopt the ordinances for the FY2027 Financial Plan/Budget, Tax Rate, and Fee Schedule as presented, with an effective date of July 1, 2026.

ATTACHMENTS:

- Ordinance 26-06, Town of La Plata Fiscal Year 2027 Financial Plan/Budget
- Ordinance 26-07, Town of La Plata Fiscal Year 2027 Fee Schedule
- Ordinance 26-08, Town of La Plata Fiscal Year 2027 Tax Rate

Town of La Plata
Fiscal Year 2027
Financial Plan/Budget

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Town Manager's Budget Message:

It is with great pleasure that I present to you the proposed Fiscal Year (FY) 2027 (July 1, 2026 – June 30, 2027) Budget & Capital Improvement Plan for the Town of La Plata. This budget includes the Town's General Fund and Enterprise Funds with appropriated funds for both operating and capital projects. The proposed General Fund Budget for FY 2027 equals $22,121,495, representing an increase over the FY 2026 budget of $3,711,596, or 20.16%. The proposed Enterprise Funds Budget for FY 2027 equals $22,110,884, reflecting the Town's continued commitment to infrastructure investment across its sanitation, water, sewer, and stormwater operations.

A Balanced Budget

In accordance with the Town Charter C8-5, this budget is balanced: the “total of the anticipated revenues shall equal or exceed the total of the proposed expenditures”. It is important to note that fund balance appropriations in each of the major funds are applied exclusively to capital expenditures—no fund balance is being used to cover operating expenses in any fund. The Town is living within its means.

This proposed budget does not include a tax increase. The real property tax rate remains unchanged from the prior year. For the enterprise funds, a 4% rate increase is proposed for the sanitation, water, and sewer funds to address rising operational and capital costs. No rate increase is proposed for the stormwater fund.

Overview of the FY 2027 Proposed Budget

The FY 2027 proposed budget reflects the Town Council's budget guidance provided to staff in December 2025 and fully incorporates the Reserve Fund Policy adopted by the Town Council in January 2026. Consistent with that policy, this budget includes the re-assignment of general fund balance to formally established reserves, strengthening the Town's long-term financial position and ensuring appropriate resources are available for emergencies, economic downturns, technology needs, and contingencies.

The proposed budget maintains all existing service levels without recommending reductions to any Town program or service. It is a budget built on fiscal discipline, strategic investment, and a continued commitment to the residents and businesses of La Plata.

General Fund

The proposed General Fund Budget totals $22,121,495. General Fund revenues are projected at $18,353,516, an increase of $766,607, or 4.36%, over the FY 2026 budget. Local tax revenue remains the largest single revenue source at $11,496,202, representing approximately 62.8% of total revenues. Intergovernmental revenues, including Highway User Revenue and other state and federal sources, are projected at $3,795,892.

The proposed operating budget totals $14,797,624, with Public Safety representing the largest functional share at 42.0%, followed by General Government at 28.2%, Public Works at 16.9%, Parks, Recreation & Culture at 4.8%, and debt and transfers at 8.1%. Capital outlay within the General Fund totals $7,350,510, directed toward priority infrastructure and facilities investments described below.

Investment in Our Workforce

This budget reflects a strong commitment to the Town's most valuable asset—its employees. The following workforce investments are proposed:

Market Increase. A 3.7% market rate increase is proposed for all Town employees, recognizing the competitive regional labor environment and the importance of attracting and retaining qualified public servants.

Law Enforcement Officers' Pension System (LEOPS). This budget proposes the transition of La Plata Police Department sworn officers to the Law Enforcement Officers' Pension System. LEOPS provides a benefit structure more competitive with neighboring jurisdictions and is an important step in strengthening officer recruitment and retention for the La Plata Police Department.

New Positions. The budget includes requests for several key new positions to address growing operational demands. These include a Town Engineer to support the Town's expanding infrastructure program, an administrative assistant for the La Plata Police Department to enhance operational capacity, and a new crew leader at the Wastewater Treatment Plant—a position that will enable the establishment of a second operational shift and improve the reliability and responsiveness of this critical facility.

Employee Recognition Program. This budget introduces a new recognition program for long-serving Town employees, formally honoring the dedication of staff who have made lasting contributions to our community.

Leave Sell-Back Program. A new leave sell-back program is also proposed, providing employees with an additional financial benefit and a practical mechanism for managing accumulated leave balances.

Investment in Infrastructure

The FY 2027 proposed budget reflects the Town's continued commitment to responsible stewardship of its public infrastructure. The Capital Improvement Plan encompasses investments across the General Fund and Enterprise Funds in support of transportation, public facilities, and utility systems.

General Fund capital highlights include the La Plata Bikeway ($1,299,600 in FY27 toward a $3.249 million total project), extending the shared-use pathway network from Milton Somers Middle School to Rosewick Road; continued street paving ($796,292) in accordance with the Town's annual road condition review; and vehicle replacements for Police and Public Works ($365,000).

Enterprise Fund capital investments focus on the long-term reliability and capacity of the Town's utility infrastructure. Significant projects include a New Tertiary Tank at the Wastewater Treatment Plant ($1,250,000 in FY27 toward a $7 million total project), advancing the multi-phase effort to increase plant capacity from 1.5 MGD to 2.0 MGD; a WWTP SCADA Hardware and Software Upgrade ($250,000) to modernize aging control and monitoring systems; a water main connection at Tilghman Lake ($1,000,000) to improve system resiliency and support the County water interconnection; Five Pump Station Rehabilitations ($1,800,000); and stormwater capital investments totaling over $2 million, including Magnolia Gardens Stormwater improvements and continued MS4 permit compliance design and construction.

Enterprise Funds

The proposed Enterprise Fund budgets reflect the investment required to maintain, operate, and expand the Town's utility infrastructure in a responsible and sustainable manner.

The Sanitation Fund is proposed at $2,615,682, an decrease of approximately 1.8% over FY 2026, with revenues projected at $2,547,807. The Water Fund is proposed at $4,993,478, with revenues of $1,918478; the use of fund balance in this fund reflects significant capital investment in system improvements and the County water connection. The Sewer Fund is proposed at $11,107,701, with revenues of $6,347,701; the reduction in revenues from the prior year reflects the the USDA Loan received in FY26. The Stormwater Fund is proposed at $3,391,023, with revenues of $1,080,258; capital investment accounts for over 67% of stormwater expenditures as the Town continues to meet its MS4 permit obligations.

In all enterprise funds, fund balance appropriations are applied to capital expenditures only, consistent with sound utility financial management practices.

Conclusion

The FY 2027 proposed budget reflects the Town of La Plata's commitment to fiscal responsibility, responsive governance, and meaningful investment in the people and infrastructure that serve this community. It is a budget that lives within the Town's means—balanced without a tax increase, aligned with Council guidance, and structured to strengthen our long-term financial foundation.

I am grateful for the hard work and professionalism of the Town Treasurer, Department Directors, and staff who developed this budget, and I look forward to the Town Council's review and discussion.

Respectfully submitted,

Chuck Stevens, Town Manager, Town of La Plata, Maryland

Strategic Issues, Goals, and Outcomes

Strategic Plan

Created 2022

Vision

The Town of La Plata is an inclusive model of local government for community safety, health, amenities, and financial stability that benefits all residents for generations to come.

Value Proposition

La Plata is a thriving community that preserves its charm and natural resources.

Mission

In partnership with the community, La Plata provides a cost-effective system of government for public services. We implement industry best practices and innovative ideas to be known as a cultural hub that respects its strong heritage, encourages economic growth, facilitates a safe environment for a diverse community, enhances quality of life, and protects its natural resources.

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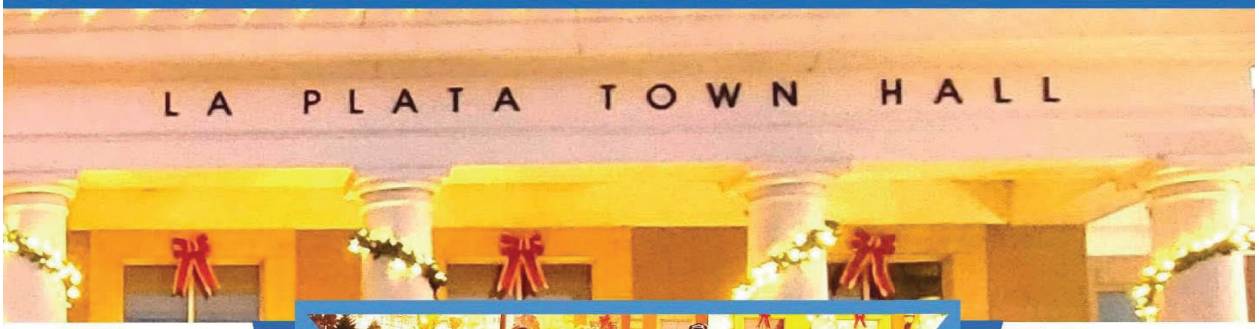
Core Values



Council Members Left to Right:
James Goldsmith, Matthew Decker-Trollinger, Mayor Jeannine James, Evalyne Louise Bryant-Ward, and David Jenkins

The values we commit to our community and each other as our four foundational pillars

C Community

Community Engagement & Citizenship

By serving as responsible stewards, we promote opportunities for our residents to see reward in giving back and help them become involved as good neighbors.

A Accountability

Accountability

Through a foundation built on transparency, we are answerable to each other and our community.

R Respect

Respect

We earn respect by building trust through actions and conducting ourselves with integrity and professional decorum.

E Equity

Equity

By engaging with the community, listening to citizens, evaluating their concerns, and addressing needs, we model our commitment to one another.

Town of La Plata
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GOALS
#1
Good Governance
We will serve as responsible stewards of community trust in making decisions to maximize public service value to our residents.
#2
Operational Excellance
Retain professional staff with the appropriate education, facilities, equipment, tools, and technology to efficiently provide quality work with a sense of pride.
#3
Economic Prosperity
Develop an economic base in La Plata that offers desirable careers and supports high standards of living for residents now and into the future.
#4
Community Identity
Engage citizens and visitors through enhancement and communication of amenities, programs, and events hosted in La Plata.
#5
Public Service Readiness
Plan and develop the systems and infrastructure needed to meet growing demand, while supporting the health, safety, and wellness of residents and natural resources.

#1 Good Governance

Ensure fair and transparent decision making processes by following established procedures. Our success will be measured by:

- Regularly assessing plans and policies to ensure their creation follows set protocol.
- Maintaining and enforcing existing plans and policies.
- Reviewing best practices to strengthen the downtown core and maintain the small town character of La Plata.
- Surveying permit applicants to gain information on how we can improve effectiveness and efficiency in our permitting process.
- Work with Planning & Zoning and Director of Legislative Services to determine the needed frequency and appropriate measures of ordinance reviews to establish standards.
- Continue to link Comprehensive Plan to the staff reports and proposed items for permitting and decision making.
- Conduct semi-annual employee surveys for internal accountability.

Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds. Our success will be measured by:

- Analyze community population diversity data to ensure employee base is representative of resident demographics.
- Work creatively to hire and attract quality candidates from an expanded pool of applicants to incrementally increase diversity in the workforce.
- Focus on expanding town programs for music, food, entertainment, the arts, and recreation to appeal to a larger audience.

Manage all assets as a responsible fiduciary. Ensure funds are available for providing quality services in an equitable manner and our infrastructure is maintained now and in the future by prioritizing long-term financial sustainability over short-term tasks.

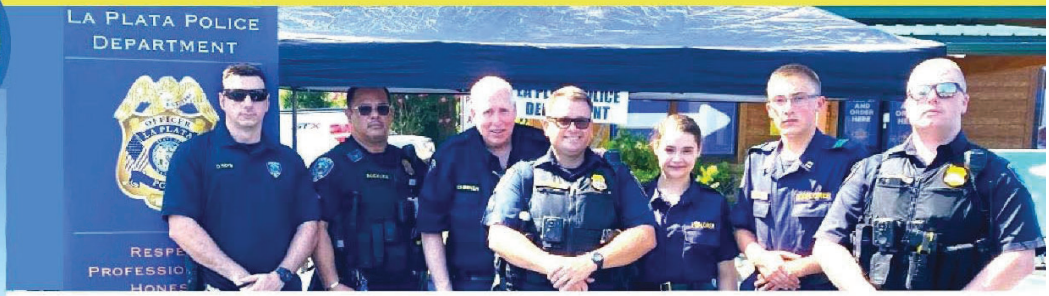
- Regularly assess:
  The Town's annual budget process,
  Five-year capital improvement plan, and
  Financial forecasting.

Assess community needs and desires by seeking community input and feedback through:

- Regular program interactions,
- Identifying sources of regular citizen satisfaction data, including citizen surveys,
- An improved and interactive website, and
- Other outreach efforts.

We will serve as responsible stewards of community trust in making decisions to maximize public service value to our residents.

#2 Operational Excellence

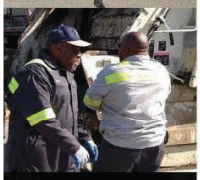


Consistently offer services that meet or exceed reasonable expectations by maintaining high levels of customer service in day-to-day interactions.

- Ensure that staff have the tools, training, and resources needed to do their jobs well.
- Set clear expectations.
- Communicate with staff on performance status throughout the year.
- Conduct real-time counseling, frequent check ins, and constructive feedback that culminates in employees' ability to positively impact their annual performance reviews.

Enhance community programs and services by strengthening services and programs with adequate staffing and technical expertise.

- Regularly assess staffing levels and position placement effectiveness.
- Evaluate areas of improvement in services, programs, and technical expertise as part of annual budget process.



Employ a staff of engaged professionals by encouraging continuous learning with opportunities for employee growth.

- Define opportunities by establishing and following clear career succession plans.
- Recommend and offer continuing education opportunities for staff to advance their careers.

Retain high quality and committed employees by promoting a level of work/life effectiveness appropriate to keep excellent employees across the organization.

- Explore options for employee engagement to maintain high employee satisfaction ratings as measured through employee outreach efforts.
- Encourage individualized "work and life effectiveness" to allow staff be focused whether at home or in their work over "work and life balance: that tends to take from one aspect or the other.
- Monitor employee turnover.
- Learn about and analyze possible areas of improvement by assessment of employment separation surveys.

Leverage the use of technology to enhance efficiency, productivity, and service delivery by researching, encouraging, and developing the deployment of effective technology.

- Monitor technological advancements and effectiveness.
- Weigh options of industry practices and trends for best use of resources.

Retain professional staff with the appropriate education, facilities, equipment, tools, and technology to efficiently provide quality work with a sense of pride.

#3 Economic Prosperity

Provide a variety of housing stock availability for a wide audience of interested parties by promote zoning that attracts development to fulfill the needs of a diverse socioeconomic population. We will ensure zoning and lot sizes are conducive to attract residential developers, for housing stock that is consistent with the comprehensive plan.

Strategically grow the geographic property and economic tax base with a balance of residential, commercial, and industrial growth. La Plata will expand its boundaries when and where there is a clear net economic and/or environmental benefit to doing so, and only when supported by adequate public facilities.

- Recognize the need for commercial, industrial, and entrepreneurial growth.
- Develop a relationship with the County to provide incentives that attract a targeted audience of developers.
- Create tax incentives for land use options.
- Assess and monitor annexation requests to ensure an economic and/or environmental benefit for a net positive economic impact to the Town.

Create a dynamic, mixed use downtown area that is inviting for businesses, residents and visitors. We will focus the town's efforts on the downtown core to demonstrate public investment and to attract private capital. We will encourage high tech and light manufacturing industry to locate in the La Plata area.

- Create and identify funding opportunities to promote the downtown core.
- Measure net gain in annual business retention, with goal of an increasing it over time.
- Define role and structure of Economic Development to encourage commercial activity.
- Provide funding for Economic Development.

Promote a business-friendly community that promotes attractive job opportunities for a sustainable economic base. Collaborate with and promote small businesses to better understand their needs and identify opportunities for growth.

- Identify reliable and consistent sources for data on business owners' satisfaction.
- Research, develop, and deploy creative ways to promote local businesses.
- Draft a program for business outreach.

Develop an economic base in La Plata that offers desirable careers and supports high standards of living for residents now and into the future.

#4 Community Identity

Define the Town image by determining the current image perception as a baseline. This will be achieved by incorporating Town image questions as part of citizen survey.

Protect environmental resources by maintaining policies to protect and preserve forest, open space, and wildlife.

- Develop ordinances that promote safety and environmental protection.
- Develop and maintain a list of open-space and recreation areas.

Create, promote, and maintain community amenities. New development areas will reflect the principles of walkability, sustainability, and environmental protection.

- Regularly assess new development areas and reassess current development.
- Improve walkability routes by interconnecting the downtown to future and existing neighborhoods and commercial centers.
- Enter walk/hike trails into GIS.

Become a regional destination for visitors by enhancing the downtown core with business services, small shops, a park-like environment, trees, clean streets, sidewalks, and other features that make it a pleasing and vibrant destination.

- Promote proximity to DC, mountains, beaches, military installations.
- Plan for a rail trail in Southern La Plata once the electric utility closes.
- Promote land use conversion to attract visitors.

Offer events and programs that meet the needs and interests of the community by receiving community feedback on events and programs.

- Identify potential sources of data gathering on community event and program satisfaction.
- Plan, develop, schedule, and promote improved programs that meet citizen expectations.

Increase awareness of activities and opportunities for public engagement and collaboration by expanding social media use, website access, and/public participation platform interactions.

- Track data analytics on social media performance.

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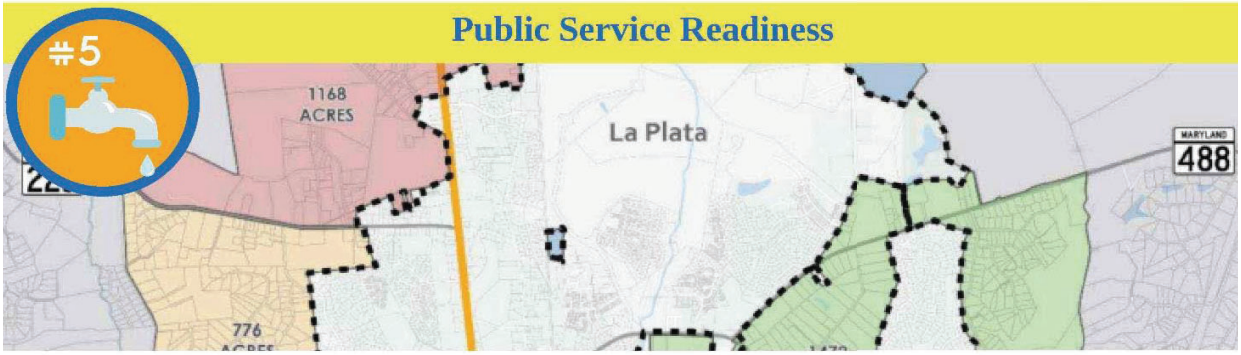
Public Service Readiness



Ensure adequate natural resource availability to meet usage demands by ensuring the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources.

- Track water access to ensure availability exceeds demand.
- Secure adequate water appropriations through relationship with the State of Maryland and Charles County.

Use the Towns' guiding documents to plan and provide for current/future infrastructure needs. Plan upgrades and enhancements to the Town's infrastructure to ensure that growth and development can be accommodated.

- Annually review and update capital improvement plan.
- Measure capital projects for return on investment (ROI) where applicable.
- Track status and progress of projections.

Evaluate, enhance, and promote community educational opportunities to encourage safety and preparedness. Enhance and expand community information sharing for educational programs on health, safety, and self-sufficiency.

- Promote communication of civil service resources via social media newsletter and special events.
- Create citizens academy to explain municipal services through direct interaction.

Ensure adequate funding is available to expand necessary infrastructure by performing an outside review of the Town's Major Facility Fee.

- Analyze the review results to ensure the amount of the Major Facility Fee can equitably assess the cost of water and sewer infrastructure needed to provide services to new customers.
- Annually assess this fee as a part of the budget process using the methodology used in the outside review.

Plan and develop the systems and infrastructure needed to meet growing demand, while supporting the health, safety, and wellness of residents and natural resources.

Town Wide Personnel Schedule (FTE)

Positions	FY25 Budget	FY26 Budget	FY27 Budget
Administration			
Town Manager	1	1	1
Assistant Town Manager	1	1	1
Total Administration	**2**	**2**	**2**
Legislative			
Director of Legislative Services	1	1	1
Town Clerk	1	1	1
Total Legislative	**2**	**2**	**2**
Finance			
Treasurer	1	1	1
Accounting Manager	1	1	1
Procurement & Asset Manager	1	1	1
Accountant	1	1	1
Billing Coordinator	1	1	1
Accounts Payable Clerk	1	1	1
Lead Cashier	1	1	1
Administrative Assistant I	0.5	0.5	0.5
Total Finance	**7.5**	**7.5**	**7.5**
Human Resources			
Director of Human Resources	1	1	1
Total Human Resources	**1**	**1**	**1**
Information Technology			
Systems Administrator	1	1	1
Total Information Technology	**1**	**1**	**1**
Planning & Zoning			
Director of Planning	1	1	1
Sr. Planner	1	1	1
Planner I	1	1	1
Administrative Assistant I	0.5	0.5	1
Total Planning & Zoning	3.5	3.5	4
Inspections			
Director of Inspections	1	1	1
Inspector I	1	1	1
Total Inspections	**2**	**2**	**2**

Police Department

Chief of Police	1	1	1
Major	0	0	1
Captain	3	3	1
Lieutenant	1	1	2
Sergeant	4	4	5
Detective Sergeant	1	1	0
Patrol Corporal	4	4	6
Detective Corporal (TF)	1	1	0
PFC/Officer	7	7	12
Traffic Officer	1	1	0
Detective	2	2	0
UMCRMC	2	2	0
Community Policing	1	1	0
Total Sworn	**28**	**28**	**28**
Compliance Coordinator II	1	1	1
Evidence Custodian	1	1	1
Training Coordinator	1	1	1
Admin Assistant	0	0	1
Cadet	1	1	1
Total Civilian	**4**	**4**	**5**
Total Police Department	**32**	**32**	**33**

Public Works

Director of Operations	1	0	0
Administrative Assistant III	2	2	2
Assistant Director of Public Works	1	1	1
Custodian	0.3	0.8	0.8
Director of Public Works	1	1	1
Facility Manager	0	0	1
GIS / Utilities Field Tech	1	1	1
GIS Specialist	1	1	1
Inspector	1	1	1
Lead Custodian	1	1	1
Maintenance Manager	1	1	1
Mechanic - Fleet	1	1	1
Project Manager	1	1	1
Public Works Technician I	12	12	10
Public Works Technician II	3	3	5
PW Crew Leader	5	5	5
PW Foreman/Supervisor	2	1	1

Storm Water Utility Manager	1	1	1
Town Engineer	0	0	1
Wastewater Superintendent	0	1	1
Sr Wastewater Plant Operator	1	1	1
Mechanic	1	1	1
WWTP Cerw Leader	0	0	1
Wastewater Treatment Plant Operator	2	2	0
Wastewater Plant Operator in Training	4	4	6
Total Public Works	**43.3**	**42.8**	**45.8**

Community Promotions

Special Events Coordinator	1	1	1
Total Community Promotions	**1**	**1**	**1**

Total Town Positions	**95.3**	**94.8**	**99.3**

Total General Fund Positions	**64.45**	**63.95**	**67.2**
Total Enterprise Fund Positions	**30.85**	**30.85**	**32.1**

Town of La Plata

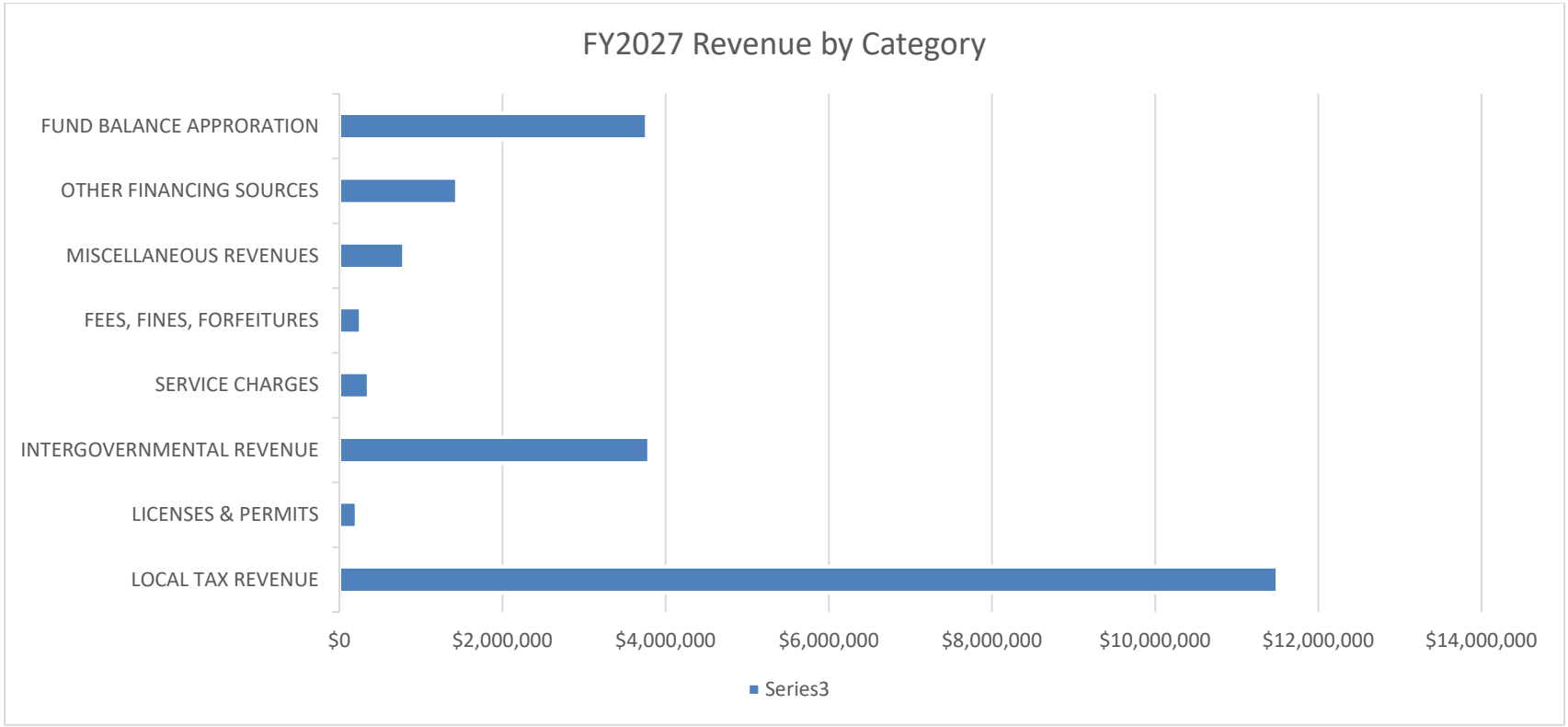
Town Wide Proposed FY 2027 Budget Overview

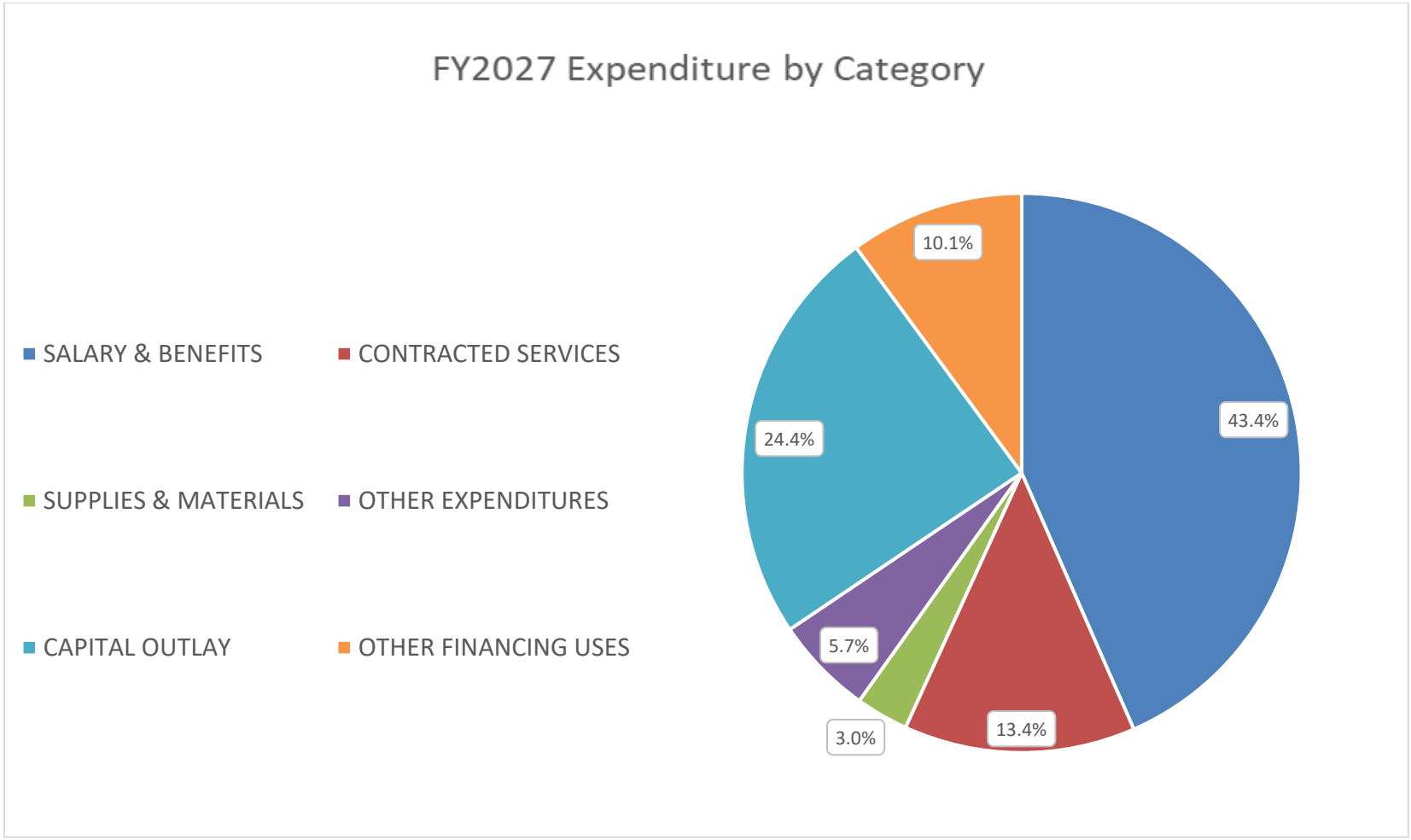
	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 01 - GENERAL FUND							
Revenue	36,431,397.24	16,130,335.11	13,500,712.80	17,586,909.00	18,353,516.00	766,607.00	4.36%
Expense	29,813,746.52	14,527,808.88	9,535,514.97	18,259,899.00	22,121,495.00	3,861,596.00	21.15%
Surplus/(Deficit) of Revenues to Expenditures	**6,617,650.72**	**1,602,526.23**	**3,965,197.83**	**-672,990.00**	**-3,767,979.00**	**-3,094,989.00**	**459.89%**
Project Assigned Appropriation				485,760.00	1,999,643.00	1,513,883.00	311.65%
Unassigned Fund Balance Appropriation				680,130.00	1,768,336.00	1,088,206.00	160.00%
Total Fund: 01 - GENERAL FUND:	**6,617,650.72**	**1,602,526.23**	**3,051,453.85**	**492,900.00**	**0.00**	**-492,900.00**	**-100.00%**
Fund: 80 - SANITATION FUND							
Revenue	1,737,772.97	2,201,924.28	1,215,133.68	2,583,066.00	2,547,807.00	-35,259.00	-1.37%
Expense	1,705,183.28	2,160,383.52	1,329,097.35	2,662,758.00	2,615,682.00	-47,076.00	-1.77%
Surplus/(Deficit) of Revenues to Expenditures	**32,589.69**	**41,540.76**	**-113,963.67**	**-79,692.00**	**-67,875.00**	**11,817.00**	**-14.83%**
Unassigned Fund Balance Appropriation				79,692.00	67,875.00	-11,817.00	-14.83%
Total Fund: 80 - SANITATION FUND:	**32,589.69**	**41,540.76**	**-113,963.67**	**0.00**	**0.00**	**0.00**	**0.00%**
Fund: 82 - SEWER FUND							
Revenue	14,257,419.88	11,281,319.56	4,493,837.40	15,451,882.00	5,953,119.00	-9,498,763.00	-61.47%
Expense	4,213,130.25	4,979,517.47	3,276,346.70	16,273,878.00	11,107,701.00	-5,166,177.00	-31.75%
Surplus/(Deficit) of Revenues to Expenditures	**10,044,289.63**	**6,049,478.04**	**1,217,490.70**	**-821,996.00**	**-5,154,582.00**	**-4,332,586.00**	**527.08%**
Major Facility Reserve Appropriation				113,491.00	3,044,582.00	2,931,091.00	2,582.66%
Project Assigned Appropriation		252,324.05	0.00	0.00	0.00	0.00	0.00%
Unassigned Fund Balance Appropriation				708,505.00	2,110,000.00	1,401,495.00	197.81%
Total Fund: 82 - SEWER FUND:	**10,044,289.63**	**6,301,802.09**	**1,217,490.70**	**0.00**	**0.00**	**0.00**	**0.00%**
Fund: 84 - WATER FUND							
Revenue	2,229,515.19	1,889,478.07	1,001,561.31	1,855,175.00	1,885,796.00	30,621.00	1.65%
Expense	1,375,854.95	1,802,770.83	1,001,227.27	4,258,992.00	4,993,478.00	734,486.00	17.25%
Surplus/(Deficit) of Revenues to Expenditures	**853,660.24**	**86,707.24**	**334.04**	**-2,403,817.00**	**-3,107,682.00**	**-703,865.00**	**29.28%**
Project Assigned		46,891.64	0.00	1,454,760.00	1,000,000.00	-454,760.00	-31.26%
Major Facility Reserve Appropriation				32,682.00	2,032,682.00	2,000,000.00	6,119.58%
Unassigned Fund Balance Appropriation				916,375.00	75,000.00	-841,375.00	-91.82%
Total Fund: 84 - WATER FUND:	**853,660.24**	**133,598.88**	**334.04**	**0.00**	**0.00**	**0.00**	**0.00%**
Fund: 86 - STORM WATER FUND							
Revenue	1,478,459.54	1,054,078.91	557,830.35	1,190,668.00	1,080,258.00	-110,410.00	-9.27%
Expense	663,858.29	677,300.02	525,644.25	2,756,047.00	3,391,023.00	634,976.00	23.04%
Surplus/(Deficit) of Revenues to Expenditures	**814,601.25**	**376,778.89**	**32,186.10**	**-1,565,379.00**	**-2,310,765.00**	**-745,386.00**	**47.62%**
Project Assigned Appropriation	0.00	65,011.10	0.00	1,395,264.00	959,818.00	-435,446.00	-31.21%
Unassigned Fund Balance Appropriation	0.00	0.00	0.00	170,115.00	1,350,947.00	1,180,832.00	694.14%
Total Fund: 86 - STORM WATER FUND:	**814,601.25**	**441,789.99**	**32,186.10**	**0.00**	**0.00**	**0.00**	**0.00%**

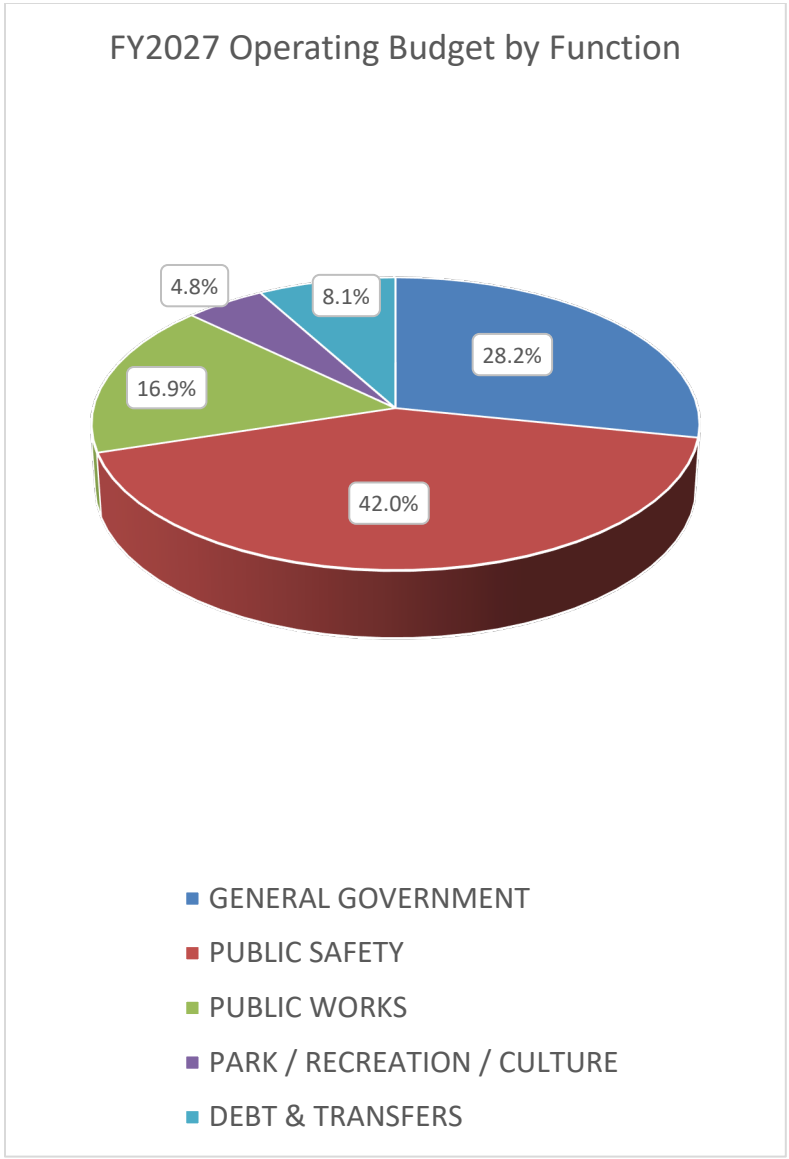
Town of La Plata

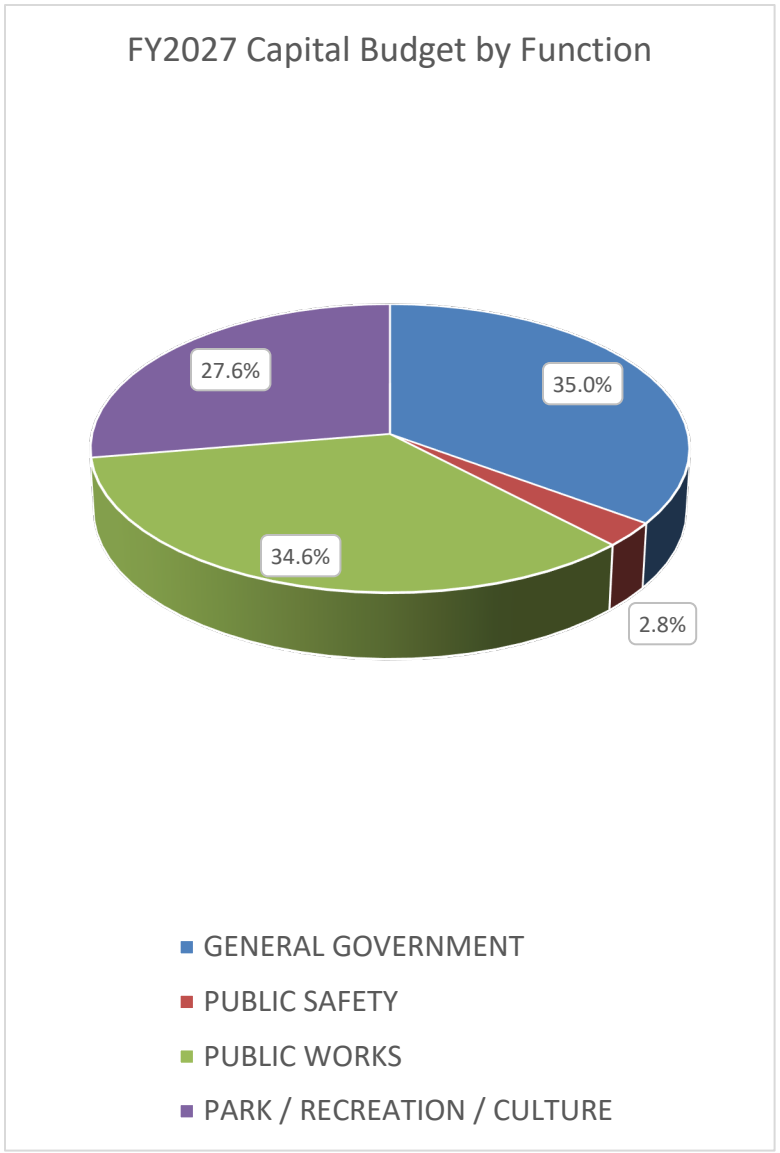
FY2027 General Fund Budget

Department	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Revenue							
40 - LOCAL TAX REVENUE	9,416,873.45	9,846,444.30	10,454,401.95	10,957,422.00	11,496,202.00	538,780.00	4.92%
41 - LICENSES & PERMITS	410,782.50	475,953.00	163,742.34	302,700.00	209,900.00	-92,800.00	-30.66%
42 - INTERGOVERNMENTAL REVENUE	6,973,798.15	1,435,294.11	325,724.03	3,698,272.00	3,795,892.00	97,620.00	2.64%
46 - SERVICE CHARGES	958,485.63	1,012,972.01	391,257.83	409,000.00	357,328.00	-51,672.00	-12.63%
47 - FEES, FINES, FORFEITURES	17,612.25	284,540.70	349,836.80	193,000.00	259,600.00	66,600.00	34.51%
48 - MISCELLANEOUS REVENUES	1,773,027.81	1,699,955.99	1,196,412.85	804,454.00	792,418.00	-12,036.00	-1.50%
49 - OTHER FINANCING SOURCES	16,880,817.45	1,375,175.00	686,032.00	2,537,951.00	5,210,155.00	2,672,204.00	105.29%
Total Revenue:	**36,431,397.24**	**16,130,335.11**	**13,567,407.80**	**18,902,799.00**	**22,121,495.00**	**3,218,696.00**	**17.03%**
Expense							
100 - LEGISLATIVE	432,125.49	355,688.02	296,242.56	486,925.00	451,800.00	-35,125.00	-7.21%
110 - ELECTIONS	0.00	11,104.24	-500.00	0.00	0.00	0.00	0.00%
120 - FINANCIAL ADMINISTRATION	898,991.48	1,034,113.03	749,344.88	1,089,825.00	1,171,851.00	82,026.00	7.53%
140 - HR/PERSONNEL	280,066.76	329,344.23	186,242.78	317,203.00	433,668.00	116,465.00	36.72%
150 - PLANNING-ZONING	425,618.59	408,300.73	435,658.14	920,964.00	1,227,196.00	306,232.00	33.25%
160 - ADMINISTRATION	3,053,456.69	1,779,414.37	1,698,599.65	1,984,526.00	1,887,753.00	-96,773.00	-4.88%
162 - INFORMATION TECHNOLOGY	229,111.27	334,688.69	246,618.54	345,895.00	615,707.00	269,812.00	78.00%
165 - GENERAL SERVICES	1,761,494.83	544,107.41	142,481.57	161,858.00	2,135,898.00	1,974,040.00	1,219.61%
200 - POLICE DEPARTMENT	5,021,475.06	4,643,830.33	3,389,554.53	5,096,157.00	6,050,056.00	953,899.00	18.72%
230 - INSPECTIONS & ENFORCEMENT	947,613.48	1,282,076.32	486,139.25	639,962.00	353,492.00	-286,470.00	-44.76%
240 - EMERGENCY PREPAREDNESS	5,931.25	15,111.03	12,950.02	9,180.00	13,804.00	4,624.00	50.37%
300 - PUBLIC WORKS ADMINISTRATION	663,830.71	604,230.85	372,941.59	765,994.00	707,371.00	-58,623.00	-7.65%
305 - ENGINEERING	0.00	0.00	0.00	0.00	211,260.00	211,260.00	0.00%
310 - FACILITIES MAINT & OPERATIONS	583,250.93	685,112.11	485,220.17	2,379,835.00	2,324,037.00	-55,798.00	-2.34%
315 - FLEET MAINTENANCE	182,580.85	64,486.64	62,223.05	183,389.00	152,172.00	-31,217.00	-17.02%
320 - STREETS & STORMWAYS	14,475,169.82	1,178,369.33	391,809.43	1,415,810.00	1,649,446.00	233,636.00	16.50%
400 - PARKS & RECREATION-GENERAL	547,447.56	952,084.11	365,873.42	2,254,812.00	2,347,200.00	92,388.00	4.10%
420 - COMMUNITY PROMOTION	305,581.75	305,747.44	214,115.39	357,564.00	388,784.00	31,220.00	8.73%
Total Expense:	**29,813,746.52**	**14,527,808.88**	**9,535,514.97**	**18,259,899.00**	**22,121,495.00**	**3,711,596.00**	**20.16%**
Report Total:	**6,617,650.72**	**1,602,526.23**	**4,031,892.83**	**492,900.00**	**0.00**	**-492,900.00**	**-100.00%**


FY2027 Revenue by Category
FUND BALANCE APPRORATION
OTHER FINANCING SOURCES
MISCELLANEOUS REVENUES
FEES, FINES, FORFEITURES
SERVICE CHARGES
INTERGOVERNMENTAL REVENUE
LICENSES & PERMITS
LOCAL TAX REVENUE
$0
$2,000,000
$4,000,000
$6,000,000
$8,000,000
$10,000,000
$12,000,000
$14,000,000
Series3


FY2027 Expenditure by Category
SALARY & BENEFITS
CONTRACTED SERVICES
SUPPLIES & MATERIALS
OTHER EXPENDITURES
CAPITAL OUTLAY
OTHER FINANCING USES
43.4%
13.4%
3.0%
5.7%
24.4%
10.1%


FY2027 Operating Budget by Function
4.8%
8.1%
28.2%
16.9%
42.0%
GENERAL GOVERNMENT
PUBLIC SAFETY
PUBLIC WORKS
PARK / RECREATION / CULTURE
DEBT & TRANSFERS


FY2027 Capital Budget by Function
27.6%
35.0%
34.6%
2.8%
GENERAL GOVERNMENT
PUBLIC SAFETY
PUBLIC WORKS
PARK / RECREATION / CULTURE

Town of La Plata

FY2027 General Fund Operating Budget Overview

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	
Revenue							
40 - LOCAL TAX REVENUE	9,416,873.45	9,846,444.30	10,454,401.95	10,957,422.00	11,496,202.00	538,780.00	4.92%
41 - LICENSES & PERMITS	410,782.50	475,953.00	163,742.34	302,700.00	209,900.00	-92,800.00	-30.66%
42 - INTERGOVERNMENTAL REVENUE	211,567.20	217,919.40	106,266.14	190,000.00	190,000.00	0.00	0.00%
46 - SERVICE CHARGES	958,485.63	1,012,972.01	391,257.83	409,000.00	357,328.00	-51,672.00	-12.63%
47 - FEES, FINES, FORFEITURES	17,612.25	284,540.70	349,836.80	193,000.00	259,600.00	66,600.00	34.51%
48 - MISCELLANEOUS REVENUES	1,773,027.81	1,699,955.99	1,196,412.85	804,454.00	792,418.00	-12,036.00	-1.50%
49 - OTHER FINANCING SOURCES	1,010,082.00	1,225,175.00	611,032.00	1,222,061.00	1,492,176.00	270,115.00	22.10%
Total Revenue:	**13,798,430.84**	**14,762,960.40**	**13,272,949.91**	**14,078,637.00**	**14,797,624.00**	**718,987.00**	**5.11%**
Expense							
100 - LEGISLATIVE	427,442.42	355,688.02	296,242.56	486,925.00	451,800.00	-35,125.00	-7.21%
110 - ELECTIONS	0.00	11,104.24	-500.00	0.00	0.00	0.00	0.00%
120 - FINANCIAL ADMINISTRATION	895,874.77	1,034,113.03	749,344.88	1,089,825.00	1,136,851.00	47,026.00	4.32%
140 - HR/PERSONNEL	280,066.76	329,344.23	186,242.78	317,203.00	373,668.00	56,465.00	17.80%
150 - PLANNING-ZONING	425,618.59	407,903.23	416,042.64	735,964.00	837,196.00	101,232.00	13.76%
160 - ADMINISTRATION	3,053,456.69	1,779,414.37	1,698,599.65	1,984,526.00	1,887,753.00	-96,773.00	-4.88%
162 - INFORMATION TECHNOLOGY	218,330.63	334,688.69	223,795.02	345,895.00	485,707.00	139,812.00	40.42%
165 - GENERAL SERVICES	146,879.18	179,880.62	142,481.57	407,188.00	202,719.00	-204,469.00	-50.21%
200 - POLICE DEPARTMENT	4,346,866.92	4,562,145.54	3,141,145.27	4,866,157.00	5,844,256.00	978,099.00	20.10%
230 - INSPECTIONS & ENFORCEMENT	947,063.49	1,242,945.32	486,139.25	639,962.00	353,492.00	-286,470.00	-44.76%
240 - EMERGENCY PREPAREDNESS	5,931.25	15,111.03	12,950.02	9,180.00	13,804.00	4,624.00	50.37%
300 - PUBLIC WORKS ADMINISTRATION	656,662.86	604,230.85	372,941.59	650,994.00	607,371.00	-43,623.00	-6.70%
305 - ENGINEERING	0.00	0.00	0.00	0.00	211,260.00	211,260.00	0.00%
310 - FACILITIES MAINT & OPERATIONS	427,774.77	520,089.40	393,639.33	434,010.00	680,037.00	246,027.00	56.69%
315 - FLEET MAINTENANCE	180,147.52	64,486.64	62,223.05	183,389.00	152,172.00	-31,217.00	-17.02%
320 - STREETS & STORMWAYS	554,585.59	576,000.93	313,777.30	797,988.00	853,154.00	55,166.00	6.91%
400 - PARKS & RECREATION-GENERAL	378,274.61	213,958.58	143,301.20	278,967.00	317,600.00	38,633.00	13.85%
420 - COMMUNITY PROMOTION	295,243.93	305,747.44	214,115.39	357,564.00	388,784.00	31,220.00	8.73%
Total Expense:	**13,240,219.98**	**12,536,852.16**	**8,852,481.50**	**13,585,737.00**	**14,797,624.00**	**1,211,887.00**	**8.92%**
Report Total:	**558,210.86**	**2,226,108.24**	**4,420,468.41**	**492,900.00**	**0.00**	**-492,900.00**	**-100.00%**

Legislative Services Department

Department Overview

The Legislative Services Department plays a central role in ensuring transparent, lawful, and effective governance for the Town. The Department supports the legislative functions of the Town Council by coordinating meetings, maintaining official records, and ensuring compliance with federal, state, and local regulations, including the Maryland Public Information Act (MPIA) and Open Meetings Act (OMA).

As a key point of connection between elected officials, staff, and the public, Legislative Services facilitates open communication and encourages public participation in local government. The Department also manages citizen boards, commissions, and committees, supporting civic engagement and providing residents with opportunities to contribute to policy development and community initiatives.

The Department advances the Town's strategic priorities in several ways. Under Good Governance, it ensures transparency and accountability through accessible public records, meeting documentation, and ethical oversight supported by the Ethics Commission. In support of Operational Excellence, the Department delivers responsive customer service, promotes staff development through professional training, and leverages technology platforms to improve efficiency and information sharing. Through its outreach and engagement efforts, Legislative Services also contributes to Community Identity by promoting awareness of Town initiatives and encouraging participation across diverse audiences. Additionally, the Department supports Public Service Readiness by actively recruiting and managing volunteers for boards and commissions.

FY2026 Performance Highlights

In FY2026, Legislative Services successfully supported several key initiatives and operational improvements. The Department conducted Town elections, including the inaugural use of electronic voting booths to enhance efficiency and accessibility. In collaboration with multiple departments, Legislative Services contributed to the development and adoption of the State's first Tourism Zones ordinance, supporting economic development efforts.

The Department also strengthened civic engagement by providing training for board and commission members, improving effectiveness and consistency across volunteer bodies. Workload indicators reflect increased activity, including a rise in MPIA requests, all of which were completed within required timeframes, and a higher volume of legislative actions, particularly resolutions.

The Department continues to address challenges related to increasing complexity and volume of public information requests, staff transitions, and ongoing recruitment and retention of volunteers for boards and community initiatives.

FY2027 Budget Overview

The FY2027 proposed budget for Legislative Services is $451,800, representing a decrease of $35,125 (7.21%) from FY2026. The reduction is primarily due to decreased fringe benefit costs.

Targeted increases include contracted services to support technology platforms such as website management, agenda and meeting management systems, and municipal code services, as well as enhancements to meet Website Content Accessibility Guidelines (WCAG) 2.2 compliance standards. Additional funding supports required public notices and operational needs.

Overall, the budget reflects a balanced approach that maintains core services, enhances compliance and accessibility, and supports continued modernization efforts.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 100 - LEGISLATIVE							
51 - SALARY & WAGES	$ 248,740	$ 202,505	$ 151,216	$ 271,330	$ 258,968	$ (12,362)	-4.56
52 - FRINGE BENEFITS	$ 87,852	$ 73,688	$ 60,815	$ 114,606	$ 76,887	$ (37,719)	-32.91
53 - CONTRACTED SERVICES	$ 45,256	$ 30,941	$ 57,689	$ 48,815	$ 65,531	$ 16,716	34.24
54 - SUPPLIES & MATERIALS	$ 1,495	$ 4,107	$ 1,186	$ 3,650	$ 2,000	$ (1,650)	-45.21
55 - OTHER EXPENDITURES	$ 44,100	$ 44,447	$ 25,336	$ 48,524	$ 48,414	$ (110)	-0.23
56 - CAPITAL OUTLAY	$ 4,683	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 432,125**	**$ 355,688**	**$ 296,243**	**$ 486,925**	**$ 451,800**	**$ (35,125)**	**-7.21**

FY2027 Priorities

In FY2027, Legislative Services will focus on:

- Finalizing and implementing a comprehensive records retention policy in coordination with the State Archivist
- Conducting the National Community Survey to assess resident priorities and increase community participation
- Enhancing staff professionalism through continued training and certification programs
- Ensuring compliance with WCAG 2.2 accessibility standards
- Strengthening recruitment and engagement for boards, commissions, and committees

Legislative Operating Budget Report
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 100 - LEGISLATIVE								
Category: 51 - SALARY & WAGES								
01-100-001-5100	SALARY - PT	78,691.94	79,338.14	49,950.00	81,000.00	81,000.00	0.00	0.00%
01-100-001-5102	SALARY - OT @ 1.0	52.89	32.44	27.06	0.00	0.00	0.00	0.00%
01-100-001-5103	SALARY - OT @ 1.5	1,219.57	447.61	7.32	0.00	0.00	0.00	0.00%
01-100-001-5110	REGULAR FT CIVILIAN SALARY	168,139.13	122,687.04	101,231.98	190,330.00	177,968.00	-12,362.00	-6.50%
01-100-001-5160	BONUSES	636.58	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**248,740.11**	**202,505.23**	**151,216.36**	**271,330.00**	**258,968.00**	**-12,362.00**	**-4.56%**
Category: 52 - FRINGE BENEFITS								
01-100-001-5205	DENTAL	1,273.92	994.24	416.46	1,380.00	510.00	-870.00	-63.04%
01-100-001-5215	HEALTH INSURANCE	40,274.05	28,196.74	14,937.70	54,820.00	19,150.00	-35,670.00	-65.07%
01-100-001-5220	LIFE INSURANCE W/H	1,660.33	1,070.16	863.44	2,162.00	2,060.00	-102.00	-4.72%
01-100-001-5230	WORKERS' COMPENSATION	458.00	509.33	400.25	510.00	330.00	-180.00	-35.29%
01-100-001-5245	MSRPS PENSION	25,354.54	27,515.44	32,785.00	34,954.00	35,007.00	53.00	0.15%
01-100-001-5260	F I C A / MEDICARE	18,830.66	15,401.98	11,412.34	20,780.00	19,830.00	-950.00	-4.57%
01-100-001-5270	EMPLOYEE - DRUG TESTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**87,851.50**	**73,687.89**	**60,815.19**	**114,606.00**	**76,887.00**	**-37,719.00**	**-32.91%**
Category: 53 - CONTRACTED SERVICES								
01-100-001-5300	ADS & NOTICES	440.00	77.00	1,105.60	750.00	1,760.00	1,010.00	134.67%
01-100-001-5302	FRAUDULENT CHARGES	0.09	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5325	LICENSES/USER FEES	22,549.55	10,768.05	11,146.08	25,965.00	38,935.00	12,970.00	49.95%
01-100-001-5345	PRINTING / REPRODUCTION SE	217.18	358.85	76.20	200.00	200.00	0.00	0.00%
01-100-001-5351	PROF SVCS-ATTORNEY	20,350.00	15,250.00	29,765.00	20,000.00	20,000.00	0.00	0.00%
01-100-001-5359	OTHER PROFESSIONAL SERVICE	323.38	2,480.82	0.00	400.00	400.00	0.00	0.00%
01-100-001-5383	TELEPHONE-WIRELESS-VOICE	1,195.52	1,765.96	1,967.14	1,200.00	3,936.00	2,736.00	228.00%
01-100-001-5399	OTHER CONTRACTED SERVICES	180.00	240.49	13,629.00	300.00	300.00	0.00	0.00%
01-100-004-5359	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**45,255.72**	**30,941.17**	**57,689.02**	**48,815.00**	**65,531.00**	**16,716.00**	**34.24%**
Category: 54 - SUPPLIES & MATERIALS								
01-100-001-5420	OFFICE SUPPLIES	1,064.07	276.45	511.60	500.00	500.00	0.00	0.00%
01-100-001-5451	SM CAP - A/V EQUIPMENT	0.00	0.00	379.96	1,070.00	800.00	-270.00	-25.23%
01-100-001-5454	SM CAP - COMPUTER HARDWA	0.00	2,749.95	0.00	1,780.00	200.00	-1,580.00	-88.76%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-100-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	278.16	0.00	0.00	200.00	200.00	0.00%
01-100-001-5499	SUPPLIES - OTHER	431.19	802.15	294.12	300.00	300.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**1,495.26**	**4,106.71**	**1,185.68**	**3,650.00**	**2,000.00**	**-1,650.00**	**-45.21%**
Category: 55 - OTHER EXPENDITURES								
01-100-001-5510	DUES/MEMBERSHIPS	19,288.01	17,415.64	17,694.10	16,265.00	16,100.00	-165.00	-1.01%
01-100-001-5525	HOSPITALITY/REFRESHMENTS/	624.59	460.09	0.00	1,000.00	500.00	-500.00	-50.00%
01-100-001-5560	REFERENCE MATERIALS-BOOKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5570	INCIDENTALS-PARKING, TOLLS,	636.50	353.26	0.00	310.00	200.00	-110.00	-35.48%
01-100-001-5571	LODGING	7,347.19	7,350.59	2,491.07	10,359.00	11,347.00	988.00	9.54%
01-100-001-5572	MEALS	1,844.10	790.12	282.00	4,014.00	5,651.00	1,637.00	40.78%
01-100-001-5573	MILEAGE-LOCAL	3,372.56	2,070.58	911.40	3,636.00	3,521.00	-115.00	-3.16%
01-100-001-5574	REGISTRATION	10,727.84	15,826.74	3,957.74	12,715.00	10,870.00	-1,845.00	-14.51%
01-100-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	259.04	180.00	0.00	225.00	225.00	0.00	0.00%
01-100-001-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**44,099.83**	**44,447.02**	**25,336.31**	**48,524.00**	**48,414.00**	**-110.00**	**-0.23%**
	Total Department: 100 - LEGISLATIVE:	**427,442.42**	**355,688.02**	**296,242.56**	**486,925.00**	**451,800.00**	**-35,125.00**	**-7.21%**
	Report Total:	**427,442.42**	**355,688.02**	**296,242.56**	**486,925.00**	**451,800.00**	**-35,125.00**	**-7.21%**

Elections Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 110 - ELECTIONS								
Category: 53 - CONTRACTED SERVICES								
01-110-001-5399	OTHER CONTRACTED SERVICES	0.00	10,350.00	-500.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**10,350.00**	**-500.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-110-001-5499	SUPPLIES - OTHER	0.00	754.24	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**0.00**	**754.24**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 110 - ELECTIONS:	**0.00**	**11,104.24**	**-500.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Report Total:	**0.00**	**11,104.24**	**-500.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Finance Department

Department Overview

The Finance Department is responsible for maintaining the Town's financial integrity through sound fiscal management, transparent reporting, and efficient service delivery. Core functions include utility billing, payment processing, accounting, procurement, budget development, and compliance with Town Code as well as applicable federal and state regulations. The Department also serves as a central resource for financial operations, supporting both internal departments and the community.

The Department plays a key role in advancing the Town's strategic priorities. In support of Good Governance, Finance ensures accountability through accurate financial reporting, adherence to regulatory requirements, and the development of high-quality budget documents. Under Operational Excellence, the Department maintains strong internal controls, enhances efficiency through process improvements and automation, and provides departments with tools to effectively manage their budgets and financial activities. Through Economic Prosperity, Finance supports long-term financial planning and responsible fiscal policies that sustain essential services and infrastructure. Additionally, the Department promotes Public Service Readiness by carefully monitoring and managing financial resources to ensure the Town is prepared to meet operational and capital needs.

The Department continues to demonstrate strong performance and stewardship. The Town received the Government Finance Officers Association Distinguished Budget Presentation Award for the seventh time for the FY2026 budget, including special recognition for long-range financial planning. The FY2025 annual audit was completed with no material misstatements or findings, reflecting the strength of the Town's financial controls. Operational improvements included centralizing procurement functions within Finance to enhance compliance and implementing accounts payable automation to improve efficiency in processing approximately 4,470 invoices annually.

Demand for Finance services continues to grow. Utility billing volume has increased steadily, while online payments have risen significantly, reflecting a strong preference for digital services. However, current processes remain heavily reliant on manual and paper-based processes, resulting in higher administrative costs, limited payment options, and inefficiencies for both residents and staff.

FY2027 Budget Overview

The FY2027 proposed budget for the Finance Department is $1,171,851, representing an increase of $82,026 (7.53%) over FY2026. This increase primarily reflects investments in technology to improve efficiency, financial planning, and customer service.

A key initiative included in the budget is the implementation of a comprehensive budgeting platform. This system will enhance departmental budget preparation, strengthen capital

improvement planning, expand forecasting capabilities, and provide an interactive, public-facing budget tool to improve transparency and community engagement.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 120 - FINANCIAL ADMINISTRATION							
51 - SALARY & WAGES	$ 572,428	$ 635,904	$ 415,831	$ 657,723	$ 675,257	$ 17,534	2.67
52 - FRINGE BENEFITS	$ 194,934	$ 238,457	$ 195,575	$ 263,437	$ 259,181	$ (4,256)	-1.62
53 - CONTRACTED SERVICES	$ 123,108	$ 150,759	$ 133,741	$ 149,385	$ 186,298	$ 36,913	24.71
54 - SUPPLIES & MATERIALS	$ 2,018	$ 1,599	$ 550	$ 6,000	$ 3,000	$ (3,000)	-50.00
55 - OTHER EXPENDITURES	$ 3,387	$ 7,394	$ 3,648	$ 13,280	$ 13,115	$ (165)	-1.24
56 - CAPITAL OUTLAY	$ 3,117	$ -	$ -	$ -	$ 35,000	$ 35,000	0.00
Department Total	**$ 898,991**	**$ 1,034,113**	**$ 749,345**	**$ 1,089,825**	**$ 1,171,851**	**$ 82,026**	**7.53**

FY2027 Priorities

In FY2027, the Finance Department will focus on two major initiatives aimed at improving operations and service delivery:

- **Implementation of a Comprehensive Budgeting Platform** to enhance collaboration, improve long-range financial planning, and increase transparency through a public budget interface.
- **Implementation of a Modern Payment Platform** to consolidate billing and invoicing, expand online payment options, improve customer convenience, reduce reliance on manual processes, and lower administrative costs.

These priorities support the Town's commitment to good governance, operational efficiency, and high-quality service for residents and businesses.

Financial Administration Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 120 - FINANCIAL ADMINISTRATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-120-001-5100	SALARY - PT	0.00	1,858.38	12,037.75	0.00	28,942.00	28,942.00	0.00%
01-120-001-5103	SALARY - OT @ 1.5	37.16	484.34	0.00	0.00	0.00	0.00	0.00%
01-120-001-5110	REGULAR FT CIVILIAN SALARY	571,476.74	633,561.62	403,793.14	657,723.00	646,315.00	-11,408.00	-1.73%
01-120-001-5160	BONUSES	913.78	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**572,427.68**	**635,904.34**	**415,830.89**	**657,723.00**	**675,257.00**	**17,534.00**	**2.67%**
Category: 52 - FRINGE BENEFITS								
01-120-001-5205	DENTAL	2,532.51	2,902.43	1,779.45	2,990.00	2,550.00	-440.00	-14.72%
01-120-001-5215	HEALTH INSURANCE	73,804.50	91,134.84	63,480.64	100,810.00	89,640.00	-11,170.00	-11.08%
01-120-001-5220	LIFE INSURANCE W/H	4,517.05	5,031.36	3,254.26	5,300.00	7,790.00	2,490.00	46.98%
01-120-001-5230	WORKERS' COMPENSATION	1,165.00	1,248.39	954.62	1,220.00	860.00	-360.00	-29.51%
01-120-001-5240	ICMA	14,612.06	15,703.02	10,026.26	15,425.00	16,016.00	591.00	3.83%
01-120-001-5245	MSRPS PENSION	55,195.87	74,606.74	85,038.00	87,342.00	90,865.00	3,523.00	4.03%
01-120-001-5260	F I C A / MEDICARE	43,107.08	47,829.87	31,041.39	50,350.00	51,460.00	1,110.00	2.20%
	Total Category: 52 - FRINGE BENEFITS:	**194,934.07**	**238,456.65**	**195,574.62**	**263,437.00**	**259,181.00**	**-4,256.00**	**-1.62%**
Category: 53 - CONTRACTED SERVICES								
01-120-001-5300	ADS & NOTICES	365.75	497.75	712.25	600.00	1,000.00	400.00	66.67%
01-120-001-5301	BANK CHARGES	756.17	306.35	421.45	300.00	1,563.00	1,263.00	421.00%
01-120-001-5325	LICENSES/USER FEES	25,382.58	55,150.36	48,283.22	53,352.00	88,350.00	34,998.00	65.60%
01-120-001-5340	POSTAGE / DELIVERY	0.00	0.00	0.00	300.00	300.00	0.00	0.00%
01-120-001-5345	PRINTING / REPRODUCTION SE	116.09	0.00	0.00	300.00	300.00	0.00	0.00%
01-120-001-5351	PROF SVCS-ATTORNEY	900.00	1,350.00	925.00	4,500.00	4,500.00	0.00	0.00%
01-120-001-5352	PROF SVCS-AUDITOR	78,920.20	90,037.27	82,143.60	86,984.00	87,000.00	16.00	0.02%
01-120-001-5360	RENTS	0.00	0.00	216.56	0.00	0.00	0.00	0.00%
01-120-001-5383	TELEPHONE-WIRELESS-VOICE	379.50	586.02	436.08	400.00	636.00	236.00	59.00%
01-120-001-5399	OTHER CONTRACTED SERVICES	387.80	956.10	603.27	2,649.00	2,649.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**107,208.09**	**148,883.85**	**133,741.43**	**149,385.00**	**186,298.00**	**36,913.00**	**24.71%**
Category: 54 - SUPPLIES & MATERIALS								
01-120-001-5420	OFFICE SUPPLIES	2,018.23	1,269.45	513.55	3,000.00	3,000.00	0.00	0.00%
01-120-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	35.98	3,000.00	0.00	-3,000.00	-100.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-120-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	329.98	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**2,018.23**	**1,599.43**	**549.53**	**6,000.00**	**3,000.00**	**-3,000.00**	**-50.00%**
Category: 55 - OTHER EXPENDITURES								
01-120-001-5502	CASH OVER/SHORT	-27.81	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5510	DUES/MEMBERSHIPS	1,005.00	1,542.50	657.50	680.00	1,255.00	575.00	84.56%
01-120-001-5525	HOSPITALITY/REFRESHMENTS/	435.44	859.96	684.34	880.00	880.00	0.00	0.00%
01-120-001-5560	REFERENCE MATERIALS-BOOKS	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-120-001-5570	INCIDENTALS-PARKING, TOLLS,	0.00	0.00	23.00	40.00	40.00	0.00	0.00%
01-120-001-5571	LODGING	0.00	0.00	0.00	1,440.00	2,160.00	720.00	50.00%
01-120-001-5572	MEALS	0.00	0.00	0.00	640.00	880.00	240.00	37.50%
01-120-001-5573	MILEAGE-LOCAL	71.82	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5574	REGISTRATION	1,794.50	4,896.50	1,749.00	6,900.00	4,400.00	-2,500.00	-36.23%
01-120-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	517.85	1,200.00	2,000.00	800.00	66.67%
01-120-001-5599	MISCELLANEOUS OTHER	107.75	94.80	16.72	500.00	500.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**3,386.70**	**7,393.76**	**3,648.41**	**13,280.00**	**13,115.00**	**-165.00**	**-1.24%**
Total Activity: 001 - General Operations:		**879,974.77**	**1,032,238.03**	**749,344.88**	**1,089,825.00**	**1,136,851.00**	**47,026.00**	**4.32%**
Activity: 026 - AMERICAN RESCUE PLAN ACT								
Category: 53 - CONTRACTED SERVICES								
01-120-026-5359	OTHER PROFESSIONAL SERVICE	15,900.00	1,875.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**15,900.00**	**1,875.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 026 - AMERICAN RESCUE PLAN ACT:		**15,900.00**	**1,875.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Department: 120 - FINANCIAL ADMINISTRATION:		**895,874.77**	**1,034,113.03**	**749,344.88**	**1,089,825.00**	**1,136,851.00**	**47,026.00**	**4.32%**
Report Total:		**895,874.77**	**1,034,113.03**	**749,344.88**	**1,089,825.00**	**1,136,851.00**	**47,026.00**	**4.32%**

Human Resources Department

Department Overview

The Human Resources (HR) Department supports the organization by attracting, developing, and retaining a high-performing workforce through fair, consistent, and legally compliant employment practices. The Department provides comprehensive, end-to-end services including recruitment and onboarding, employee relations, performance management, compensation and benefits administration, policy development, training and professional development, and management of HR systems and records.

HR serves as a strategic partner to leadership and staff by delivering practical, responsive support that reduces organizational risk, strengthens workplace culture, and ensures employees have clear guidance and reliable resources. Through these efforts, the Department helps maintain a productive and engaged workforce capable of delivering high-quality public services.

The Department plays a key role in advancing the Town's strategic priorities. It supports Good Governance by ensuring consistent application of policies, maintaining legal compliance, and promoting fair and well-documented employment practices. Under Operational Excellence, HR strengthens recruitment and retention, enhances performance accountability, and leverages data and technology to improve processes and decision-making. The Department also contributes to Long-Term Economic Prosperity by positioning the Town as an employer of choice, with competitive compensation, clear career pathways, and a workplace environment that attracts and retains talent necessary to sustain municipal operations and support the broader community.

FY2026 Performance Highlights

In FY2026, the Human Resources Department made significant progress in modernizing HR practices and enhancing employee support. A new employee handbook was developed to provide clear, updated guidance, and a centralized forms and document library was implemented to improve accessibility for staff. The Department also expanded employee benefits communication through an updated Benefits Guide and hosted a Health Fair in collaboration with benefit providers and local partners to promote employee wellness.

Additional enhancements included the introduction of long-term care benefits and continued efforts to improve employee engagement and access to resources. The Department also worked closely with other departments to manage workforce costs, contributing to a reduction in overtime expenditures year over year.

Key performance indicators demonstrate strong organizational stability, with employee turnover consistently remaining below public sector benchmarks. These outcomes reflect the Department's effectiveness in recruitment, retention, and workforce management.

The Department also continues to navigate broader workforce challenges, including increased instances of candidates failing to attend or complete the recruitment process, a trend impacting both public and private sector hiring efforts.

FY2027 Budget Overview

The FY2027 proposed budget for the Human Resources Department includes targeted adjustments to align resources with utilization and organizational needs. A reduction in gym membership reimbursement reflects low participation levels, while funding is requested for a comprehensive compensation study to ensure the Town remains competitive in the labor market. Compensation studies are conducted every three to five years and support the Town Council's direction to maintain salaries at or above market levels.

Additional budget considerations include professional development and training opportunities, such as attendance at industry conferences, and updated projections for employee health-related costs based on historical trends and anticipated staffing changes. Overall, the budget reflects a balanced approach that prioritizes workforce investment while maintaining fiscal responsibility.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 140 - HR/PERSONNEL							
51 - SALARY & WAGES	$ 122,793	$ 127,418	$ 84,721	$ 130,340	$ 193,250	$ 62,910	48.27
52 - FRINGE BENEFITS	$ 58,380	$ 56,646	$ 50,075	$ 83,324	$ 83,981	$ 657	0.79
53 - CONTRACTED SERVICES	$ 87,662	$ 132,654	$ 40,144	$ 71,985	$ 68,320	$ (3,665)	-5.09
54 - SUPPLIES & MATERIALS	$ 2,281	$ 1,423	$ 241	$ -	$ 250	$ 250	0.00
55 - OTHER EXPENDITURES	$ 8,950	$ 11,203	$ 11,061	$ 31,554	$ 27,867	$ (3,687)	-11.68
56 - CAPITAL OUTLAY	$ -	$ -	$ -	$ -	$ 60,000	$ 60,000	0.00
Department Total	**$ 280,067**	**$ 329,344**	**$ 186,243**	**$ 317,203**	**$ 433,668**	**$ 116,465**	**36.72**

FY2027 Priorities

In FY2027, the Human Resources Department will focus on strengthening workforce effectiveness, managing benefit costs, and enhancing organizational processes. Key priorities include:

- Educating employees and leadership on informed healthcare utilization to help manage long-term benefit costs
- Developing and implementing a formal performance evaluation program to strengthen accountability and employee development
- Expanding HR's role in supporting recruitment processes, including partnership with the Police Department to improve efficiency and allow sworn personnel to focus on core responsibilities
- Continuing to enhance HR systems, policies, and employee resources to improve service delivery and organizational effectiveness

Through these initiatives, the Human Resources Department will continue to support a strong, capable workforce and ensure the Town remains well-positioned to deliver high-quality services to the community.

Human Resources Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 140 - HR/PERSONNEL								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-140-001-5110	REGULAR FT CIVILIAN SALARY	122,385.24	127,418.43	84,721.05	130,340.00	136,250.00	5,910.00	4.53%
01-140-001-5160	BONUSES	407.47	0.00	0.00	0.00	0.00	0.00	0.00%
01-140-001-5172	LEAVE SELL BACK - ANNUAL	0.00	0.00	0.00	0.00	57,000.00	57,000.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**122,792.71**	**127,418.43**	**84,721.05**	**130,340.00**	**193,250.00**	**62,910.00**	**48.27%**
Category: 52 - FRINGE BENEFITS								
01-140-001-5205	DENTAL	424.64	458.88	302.88	460.00	510.00	50.00	10.87%
01-140-001-5215	HEALTH INSURANCE	9,186.99	11,648.42	12,449.55	9,470.00	10,270.00	800.00	8.45%
01-140-001-5220	LIFE INSURANCE W/H	895.86	976.80	553.28	850.00	1,580.00	730.00	85.88%
01-140-001-5230	WORKERS' COMPENSATION	204.00	233.80	190.12	240.00	170.00	-70.00	-29.17%
01-140-001-5245	MSRPS PENSION	13,365.64	14,648.89	16,852.00	17,309.00	18,421.00	1,112.00	6.42%
01-140-001-5260	F I C A / MEDICARE	9,315.05	9,617.10	6,414.22	9,980.00	10,430.00	450.00	4.51%
01-140-001-5270	EMPLOYEE - DRUG TESTING	1,091.20	1,543.00	1,120.00	840.00	1,400.00	560.00	66.67%
01-140-001-5280	EMPLOYEE - HEALTH EXAMS	3,430.00	10,054.00	9,735.00	12,675.00	9,700.00	-2,975.00	-23.47%
01-140-001-5285	TUITION REIMBURSEMENT	20,466.67	7,465.41	2,458.33	31,500.00	31,500.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**58,380.05**	**56,646.30**	**50,075.38**	**83,324.00**	**83,981.00**	**657.00**	**0.79%**
Category: 53 - CONTRACTED SERVICES								
01-140-001-5300	ADS & NOTICES	0.00	50.00	0.00	500.00	500.00	0.00	0.00%
01-140-001-5325	LICENSES/USER FEES	2,762.75	4,045.90	962.87	1,465.00	800.00	-665.00	-45.39%
01-140-001-5351	PROF SVCS-ATTORNEY	750.00	14,394.56	725.00	5,000.00	5,000.00	0.00	0.00%
01-140-001-5359	OTHER PROFESSIONAL SERVICE	84,149.72	114,163.82	38,456.44	65,020.00	62,020.00	-3,000.00	-4.61%
	Total Category: 53 - CONTRACTED SERVICES:	**87,662.47**	**132,654.28**	**40,144.31**	**71,985.00**	**68,320.00**	**-3,665.00**	**-5.09%**
Category: 54 - SUPPLIES & MATERIALS								
01-140-001-5499	SUPPLIES - OTHER	2,281.30	1,422.64	240.62	0.00	250.00	250.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**2,281.30**	**1,422.64**	**240.62**	**0.00**	**250.00**	**250.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-140-001-5510	DUES/MEMBERSHIPS	0.00	1,209.00	714.00	18,974.00	10,998.00	-7,976.00	-42.04%
01-140-001-5525	HOSPITALITY/REFRESHMENTS/	4,862.99	6,630.20	10,045.93	10,000.00	10,725.00	725.00	7.25%
01-140-001-5570	INCIDENTALS-PARKING, TOLLS,	197.00	0.00	0.00	0.00	75.00	75.00	0.00%
01-140-001-5571	LODGING	981.00	846.14	352.98	1,100.00	1,800.00	700.00	63.64%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-140-001-5572	MEALS	184.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-140-001-5573	MILEAGE-LOCAL	208.29	0.00	0.00	250.00	224.00	-26.00	-10.40%
01-140-001-5574	REGISTRATION	2,069.00	2,517.24	-51.49	1,230.00	3,545.00	2,315.00	188.21%
01-140-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	447.95	0.00	0.00	0.00	500.00	500.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**8,950.23**	**11,202.58**	**11,061.42**	**31,554.00**	**27,867.00**	**-3,687.00**	**-11.68%**
	Total Activity: 001 - General Operations:	**280,066.76**	**329,344.23**	**186,242.78**	**317,203.00**	**373,668.00**	**56,465.00**	**17.80%**
	Total Department: 140 - HR/PERSONNEL:	**280,066.76**	**329,344.23**	**186,242.78**	**317,203.00**	**373,668.00**	**56,465.00**	**17.80%**
	Report Total:	**280,066.76**	**329,344.23**	**186,242.78**	**317,203.00**	**373,668.00**	**56,465.00**	**17.80%**

Planning Department

Department Overview

The Planning Department plays a central role in guiding the Town's growth and development to ensure La Plata remains a vibrant, safe, and welcoming community. The Department is responsible for land use planning, zoning administration, and implementation of the Town's Comprehensive Plan, ensuring that development aligns with the community's long-term vision while preserving the Town's natural, historic, and cultural resources.

Through collaboration with residents, businesses, developers, and regional partners, the Department supports thoughtful, sustainable growth while providing reliable and responsive customer service. Core functions include development review, historic preservation, infrastructure coordination, and long-range planning to ensure the Town's capacity can support future growth.

The Planning Department directly advances the Town's strategic priorities. It supports Good Governance through consistent application of planning policies and transparent decision-making, Economic Prosperity by facilitating responsible development and investment, and Community Identity by preserving the Town's unique character. The Department also contributes to Operational Excellence through efficient development review processes and coordination across multiple boards and commissions, and to Public Service Readiness by ensuring infrastructure and planning efforts are aligned with future community needs.

FY2026 Performance Highlights

In FY2026, the Planning Department achieved several significant milestones that supported both growth and preservation within the Town. The Planning Commission approved major development projects, including large residential subdivisions that will contribute to the Town's future housing capacity. The Department also advanced key policy initiatives, including drafting the Adequate Public Facilities Ordinance (APFO), which will strengthen the Town's ability to manage growth responsibly.

Additional accomplishments included approval of major community assets such as the new Charles County Library, development of a five-year Historic Preservation Work Plan, and multiple Design Review Board approvals for new construction and redevelopment projects. These efforts ensured that development aligns with the Town's Comprehensive Plan and maintains high standards for design and community character.

Despite staffing vacancies during much of the year, the Department maintained service levels and is now fully staffed. To manage continued high development activity and support multiple boards and commissions, the Department strategically utilized contracted professional services for plan review, traffic engineering, and large project support, ensuring timely and high-quality outcomes.

FY2027 Budget Overview

The FY2027 proposed budget for the Planning Department is $1,227,196, representing an increase of $306,232 (33.25%) over FY2026. This increase reflects both ongoing operational needs and targeted investments in planning, infrastructure analysis, and community development initiatives.

Key capital and program investments include:

- **Land-Use Fiscal Analysis** to evaluate the long-term financial impacts of development patterns and support data-driven policy decisions
- **Neighborhood Traffic Calming Program** to address speeding and improve safety through design and installation of traffic calming measures
- **Southwest Access Management and Safety Improvements** to enhance traffic operations and safety along the US 301 corridor in coordination with state partners

Additional funding supports economic development and preservation initiatives, including the Tourism Zone small business incentive program, the Legacy Business Program, and Historic Preservation Commission initiatives such as an oral history program and Maryland 250 programming.

These investments align with the Town's strategic goals and are largely supported through a combination of grants and fund balance, with minimal anticipated impact on the operating budget.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 150 - PLANNING-ZONING							
51 - SALARY & WAGES	$ 213,260	$ 157,789	$ 169,171	$ 328,307	$ 354,173	$ 25,866	7.88
52 - FRINGE BENEFITS	$ 60,923	$ 57,875	$ 57,293	$ 144,323	$ 121,761	$ (22,562)	-15.63
53 - CONTRACTED SERVICES	$ 145,560	$ 188,408	$ 187,869	$ 245,733	$ 321,941	$ 76,208	31.01
54 - SUPPLIES & MATERIALS	$ 1,930	$ 991	$ 1,086	$ 3,500	$ 2,500	$ (1,000)	-28.57
55 - OTHER EXPENDITURES	$ 3,946	$ 2,840	$ 623	$ 14,101	$ 36,821	$ 22,720	161.12
56 - CAPITAL OUTLAY	$ -	$ 398	$ 19,616	$ 185,000	$ 390,000	$ 205,000	110.81
Department Total	**$ 425,619**	**$ 408,301**	**$ 435,658**	**$ 920,964**	**$ 1,227,196**	**$ 306,232**	**33.25**

FY2027 Priorities

In FY2027, the Planning Department will focus on advancing key planning initiatives and improving service delivery. Priorities include:

- Continuing implementation of the Historic Preservation Work Plan to strengthen preservation efforts and support economic development
- Advancing long-range planning and policy initiatives, including analysis of land use and infrastructure capacity
- Enhancing development review processes to improve efficiency and responsiveness
- Supporting safe and sustainable growth through transportation and infrastructure planning initiatives

- Leveraging partnerships and external funding opportunities to support Town projects

Through these efforts, the Planning Department will continue to guide responsible growth, preserve community character, and support a strong and sustainable future for the Town of La Plata.

Planning & Zoning Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 150 - PLANNING-ZONING								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-150-001-5100	SALARY - PT	0.00	0.00	11,391.30	0.00	0.00	0.00	0.00%
01-150-001-5102	SALARY - OT @ 1.0	296.98	559.02	176.09	0.00	0.00	0.00	0.00%
01-150-001-5103	SALARY - OT @ 1.5	2,134.67	1,023.37	384.64	1,000.00	1,080.00	80.00	8.00%
01-150-001-5110	REGULAR FT CIVILIAN SALARY	207,434.68	153,806.30	154,818.89	324,307.00	350,093.00	25,786.00	7.95%
01-150-001-5150	STIPENDS	3,000.00	2,400.00	2,400.00	3,000.00	3,000.00	0.00	0.00%
01-150-001-5160	BONUSES	393.28	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**213,259.61**	**157,788.69**	**169,170.92**	**328,307.00**	**354,173.00**	**25,866.00**	**7.88%**
Category: 52 - FRINGE BENEFITS								
01-150-001-5205	DENTAL	1,053.62	808.79	719.34	1,610.00	2,040.00	430.00	26.71%
01-150-001-5215	HEALTH INSURANCE	20,370.88	19,171.96	15,854.80	73,670.00	41,080.00	-32,590.00	-44.24%
01-150-001-5220	LIFE INSURANCE W/H	1,588.64	1,207.47	1,501.84	3,360.00	4,060.00	700.00	20.83%
01-150-001-5230	WORKERS' COMPENSATION	469.00	583.52	476.29	610.00	440.00	-170.00	-27.87%
01-150-001-5245	MSRPS PENSION	21,603.54	24,473.14	26,123.00	40,243.00	47,331.00	7,088.00	17.61%
01-150-001-5260	F I C A / MEDICARE	15,836.86	11,630.13	12,617.95	24,830.00	26,810.00	1,980.00	7.97%
	Total Category: 52 - FRINGE BENEFITS:	**60,922.54**	**57,875.01**	**57,293.22**	**144,323.00**	**121,761.00**	**-22,562.00**	**-15.63%**
Category: 53 - CONTRACTED SERVICES								
01-150-001-5300	ADS & NOTICES	132.00	0.00	313.50	0.00	1,100.00	1,100.00	0.00%
01-150-001-5316	INSURANCE - VEHICLE	723.07	726.30	0.00	748.00	0.00	-748.00	-100.00%
01-150-001-5325	LICENSES/USER FEES	20,313.96	5,278.13	10,447.68	19,725.00	23,153.00	3,428.00	17.38%
01-150-001-5340	POSTAGE / DELIVERY-GEN	348.00	150.00	141.00	500.00	500.00	0.00	0.00%
01-150-001-5345	PRINTING / REPRODUCTION SE	0.00	91.77	80.34	0.00	0.00	0.00	0.00%
01-150-001-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	29,673.48	104,088.33	3,000.00	255,428.00	252,428.00	8,414.27%
01-150-001-5351	PROF SVCS-ATTORNEY	9,100.00	5,100.00	4,150.00	5,000.00	5,000.00	0.00	0.00%
01-150-001-5356	PROF SVCS-IT SUPPORT	27,169.73	15,073.69	8,361.06	23,400.00	23,400.00	0.00	0.00%
01-150-001-5359	OTHER PROFESSIONAL SERVICE	77,945.51	88,202.39	48,289.68	90,000.00	0.00	-90,000.00	-100.00%
01-150-001-5382	TELEPHONE-WIRELESS-DATA/V	0.00	136.84	355.85	0.00	0.00	0.00	0.00%
01-150-001-5383	TELEPHONE-WIRELESS-VOICE	445.50	499.95	452.79	360.00	360.00	0.00	0.00%
01-150-001-5399	OTHER CONTRACTED SERVICES	2,625.00	42,058.69	10,180.00	5,000.00	5,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**138,802.77**	**186,991.24**	**186,860.23**	**147,733.00**	**313,941.00**	**166,208.00**	**112.51%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-150-001-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-150-001-5420	OFFICE SUPPLIES	1,322.69	324.33	400.53	2,000.00	1,000.00	-1,000.00	-50.00%
01-150-001-5445	UNIFORMS/SHOES/BOOTS	0.00	0.00	15.85	0.00	0.00	0.00	0.00%
01-150-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	442.44	658.27	500.00	500.00	0.00	0.00%
01-150-001-5499	SUPPLIES - OTHER	607.78	224.49	11.19	1,000.00	1,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**1,930.47**	**991.26**	**1,085.84**	**3,500.00**	**2,500.00**	**-1,000.00**	**-28.57%**
Category: 55 - OTHER EXPENDITURES								
01-150-001-5510	DUES/MEMBERSHIPS	919.74	654.79	101.00	2,100.00	2,100.00	0.00	0.00%
01-150-001-5525	HOSPITALITY/REFRESHMENTS/	97.62	0.00	202.41	300.00	400.00	100.00	33.33%
01-150-001-5560	REFERENCE MATERIALS-BOOKS	90.80	1,609.93	0.00	2,000.00	2,000.00	0.00	0.00%
01-150-001-5570	INCIDENTIALS-PARKING, TOLLS	26.00	0.00	0.00	45.00	45.00	0.00	0.00%
01-150-001-5571	LODGING	737.00	575.08	0.00	2,583.00	2,583.00	0.00	0.00%
01-150-001-5572	MEALS	175.00	0.00	0.00	675.00	675.00	0.00	0.00%
01-150-001-5573	MILEAGE-LOCAL	220.97	0.00	0.00	298.00	298.00	0.00	0.00%
01-150-001-5574	REGISTRATION	1,679.11	0.00	25.00	3,700.00	3,700.00	0.00	0.00%
01-150-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	0.00	1,400.00	1,400.00	0.00	0.00%
01-150-001-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**3,946.24**	**2,839.80**	**328.41**	**14,101.00**	**14,201.00**	**100.00**	**0.71%**
Total Activity: 001 - General Operations:		**418,861.63**	**406,486.00**	**414,738.62**	**637,964.00**	**806,576.00**	**168,612.00**	**26.43%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
01-150-005-5356	PROF SVCS-IT SUPPORT	6,756.96	1,417.23	1,009.02	8,000.00	8,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**6,756.96**	**1,417.23**	**1,009.02**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**6,756.96**	**1,417.23**	**1,009.02**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
Activity: 050 - La Plata Tourism Zone								
Category: 55 - OTHER EXPENDITURES								
01-150-050-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	9,000.00	9,000.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**0.00**	**0.00**	**9,000.00**	**9,000.00**	**0.00%**
Total Activity: 050 - La Plata Tourism Zone:		**0.00**	**0.00**	**0.00**	**0.00**	**9,000.00**	**9,000.00**	**0.00%**
Activity: 051 - Legacy Business Program								
Category: 55 - OTHER EXPENDITURES								
01-150-051-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	13,245.00	13,245.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**0.00**	**0.00**	**13,245.00**	**13,245.00**	**0.00%**
Total Activity: 051 - Legacy Business Program:		**0.00**	**0.00**	**0.00**	**0.00**	**13,245.00**	**13,245.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 078 - Comprehensive Plan								
Category: 53 - CONTRACTED SERVICES								
01-150-078-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	90,000.00	0.00	-90,000.00	-100.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**0.00**	**0.00**	**90,000.00**	**0.00**	**-90,000.00**	**-100.00%**
Total Activity: 078 - Comprehensive Plan:		**0.00**	**0.00**	**0.00**	**90,000.00**	**0.00**	**-90,000.00**	**-100.00%**
Activity: 080 - Vision Plan								
Category: 55 - OTHER EXPENDITURES								
01-150-080-5520	GRANTS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 080 - Vision Plan:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 440 - MAIN STREET MARYLAND PROGRAM								
Category: 55 - OTHER EXPENDITURES								
01-150-440-5599	MISCELLANEOUS OTHER	0.00	0.00	295.00	0.00	375.00	375.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**295.00**	**0.00**	**375.00**	**375.00**	**0.00%**
Total Activity: 440 - MAIN STREET MARYLAND PROGRAM:		**0.00**	**0.00**	**295.00**	**0.00**	**375.00**	**375.00**	**0.00%**
Total Department: 150 - PLANNING-ZONING:		**425,618.59**	**407,903.23**	**416,042.64**	**735,964.00**	**837,196.00**	**101,232.00**	**13.76%**
Report Total:		**425,618.59**	**407,903.23**	**416,042.64**	**735,964.00**	**837,196.00**	**101,232.00**	**13.76%**

Administration Department

Department Overview

The Administration Department provides executive leadership and organizational oversight, consisting of the Town Manager and Assistant Town Manager ensuring policies established by the Town Council are implemented. The Department ensures compliance with applicable laws and regulations while advancing strategic initiatives and maintaining effective governance practices. Core responsibilities include coordination of Town Attorney services, management of professional memberships, and facilitation of leadership development.

The Department plays a critical role in ensuring effective governance, efficient municipal operations, and responsive public service. It coordinates the implementation of policy directives from elected officials, translating strategic goals into actionable programs and services that benefit the community. The Department also serves as a central point for addressing constituent concerns, facilitating communication between residents, Town staff, and elected officials to enhance responsiveness, transparency, and public trust.

In addition, the Administration Department oversees coordination across all departments, helping to resolve cross-functional challenges and ensure organizational alignment. It integrates input from citizen boards, commissions, and other stakeholders into policy development and service improvements, strengthening community engagement and informed decision-making.

Through these efforts, the Department advances the Town's strategic priorities of Good Governance and Operational Excellence by promoting accountability, coordination, and continuous improvement across the organization.

FY2027 Budget Overview

The FY2027 proposed budget for the Administration Department remains fiscally neutral, maintaining current service levels without expansion. This approach reflects a commitment to disciplined financial stewardship while ensuring continuity in executive leadership, strategic oversight, and organizational management.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 160 - ADMINISTRATION							
51 - SALARY & WAGES	$ 345,088	$ 338,766	$ 325,033	$ 457,954	$ 359,258	$ (98,696)	-21.55
52 - FRINGE BENEFITS	$ 119,749	$ 104,883	$ 109,009	$ 139,616	$ 137,821	$ (1,795)	-1.29
53 - CONTRACTED SERVICES	$ 160,033	$ 123,541	$ 62,969	$ 167,013	$ 167,921	$ 908	0.54
54 - SUPPLIES & MATERIALS	$ 412	$ 748	$ 602	$ 2,200	$ 1,200	$ (1,000)	-45.45
55 - OTHER EXPENDITURES	$ 1,291,885	$ 985,258	$ 974,777	$ 990,498	$ 990,354	$ (144)	-0.01
56 - CAPITAL OUTLAY	$ -	$ -	$ -	$ -	$ -	$ -	0.00
59 - OTHER FINANCING USES	$ 1,136,290	$ 226,219	$ 226,209	$ 227,245	$ 231,199	$ 3,954	1.74
Department Total	**$ 3,053,457**	**$ 1,779,414**	**$ 1,698,600**	**$ 1,984,526**	**$ 1,887,753**	**$ (96,773)**	**-4.88**

FY2027 Priorities

In FY2027, the Administration Department will continue to focus on:

- Supporting Town Council policy implementation and strategic initiatives
- Strengthening organizational leadership and professional development
- Ensuring compliance with legal and regulatory requirements
- Maintaining effective coordination across all departments

Administration Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 160 - ADMINISTRATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-160-001-5110	REGULAR FT CIVILIAN SALARY	344,142.85	338,765.69	225,033.06	346,954.00	359,258.00	12,304.00	3.55%
01-160-001-5160	BONUSES	945.26	0.00	100,000.00	111,000.00	0.00	-111,000.00	-100.00%
	Total Category: 51 - SALARY & WAGES:	**345,088.11**	**338,765.69**	**325,033.06**	**457,954.00**	**359,258.00**	**-98,696.00**	**-21.55%**
Category: 52 - FRINGE BENEFITS								
01-160-001-5205	DENTAL	849.28	535.36	605.76	920.00	1,020.00	100.00	10.87%
01-160-001-5215	HEALTH INSURANCE	46,820.68	30,853.32	29,653.76	55,360.00	46,600.00	-8,760.00	-15.82%
01-160-001-5220	LIFE INSURANCE W/H	1,804.70	1,020.93	1,323.16	870.00	4,160.00	3,290.00	378.16%
01-160-001-5230	WORKERS' COMPENSATION	566.00	633.92	499.32	640.00	440.00	-200.00	-31.25%
01-160-001-5240	ICMA	8,782.42	1,452.38	6,300.41	9,201.00	9,540.00	339.00	3.68%
01-160-001-5245	MSRPS PENSION	36,473.27	39,666.19	45,117.00	46,075.00	48,571.00	2,496.00	5.42%
01-160-001-5260	F I C A / MEDICARE	24,452.69	25,720.81	25,509.29	26,550.00	27,490.00	940.00	3.54%
01-160-001-5299	OTHER FRINGE BENEFITS	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**119,749.04**	**104,882.91**	**109,008.70**	**139,616.00**	**137,821.00**	**-1,795.00**	**-1.29%**
Category: 53 - CONTRACTED SERVICES								
01-160-001-5300	ADS & NOTICES	0.00	815.00	57.75	0.00	0.00	0.00	0.00%
01-160-001-5311	INSURANCE - CRIME	0.00	0.00	0.00	2,000.00	1,000.00	-1,000.00	-50.00%
01-160-001-5325	LICENSES/USER FEES	7,409.10	514.48	0.00	0.00	0.00	0.00	0.00%
01-160-001-5333	M&R-VEHICLES	0.00	164.34	0.00	0.00	0.00	0.00	0.00%
01-160-001-5351	PROF SVCS-ATTORNEY	101,450.00	71,543.75	34,825.00	80,000.00	80,000.00	0.00	0.00%
01-160-001-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	3,875.00	0.00	0.00	0.00	0.00%
01-160-001-5383	TELEPHONE-WIRELESS-VOICE	709.50	670.97	792.25	960.00	960.00	0.00	0.00%
01-160-001-5399	OTHER CONTRACTED SERVICES	29.00	86.40	109.36	100.00	100.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**109,597.60**	**73,794.94**	**39,659.36**	**83,060.00**	**82,060.00**	**-1,000.00**	**-1.20%**
Category: 54 - SUPPLIES & MATERIALS								
01-160-001-5410	FUEL - GAS/DIESEL/OTHER	269.10	173.57	78.76	600.00	600.00	0.00	0.00%
01-160-001-5420	OFFICE SUPPLIES	107.63	167.32	376.36	200.00	200.00	0.00	0.00%
01-160-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	0.00	1,000.00	0.00	-1,000.00	-100.00%
01-160-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	0.00	0.00	200.00	200.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-160-001-5499	SUPPLIES - OTHER	35.36	407.04	147.32	200.00	200.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**412.09**	**747.93**	**602.44**	**2,200.00**	**1,200.00**	**-1,000.00**	**-45.45%**
Category: 55 - OTHER EXPENDITURES								
01-160-001-5500	BAD DEBT EXPENSE	0.00	2.99	0.00	0.00	0.00	0.00	0.00%
01-160-001-5510	DUES/MEMBERSHIPS	1,780.00	303.05	1,532.68	3,600.00	3,600.00	0.00	0.00%
01-160-001-5525	HOSPITALITY/REFRESHMENTS/	6,538.94	7,080.28	856.53	1,500.00	1,500.00	0.00	0.00%
01-160-001-5560	REFERENCE MATERIALS-BOOKS	218.40	172.61	216.70	1,000.00	1,000.00	0.00	0.00%
01-160-001-5570	INCIDENTALS-PARKING, TOLLS,	82.35	0.00	0.00	120.00	120.00	0.00	0.00%
01-160-001-5571	LODGING	2,615.96	2,916.79	29.62	4,525.00	4,525.00	0.00	0.00%
01-160-001-5572	MEALS	442.00	0.00	94.00	1,754.00	1,754.00	0.00	0.00%
01-160-001-5573	MILEAGE-LOCAL	638.51	0.00	303.80	830.00	830.00	0.00	0.00%
01-160-001-5574	REGISTRATION	2,070.00	1,937.01	125.00	3,350.00	3,350.00	0.00	0.00%
01-160-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	1,226.16	0.00	1,200.00	1,200.00	0.00	0.00%
01-160-001-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**14,386.16**	**13,638.89**	**3,158.33**	**18,879.00**	**18,879.00**	**0.00**	**0.00%**
Total Activity: 001 - General Operations:		**589,233.00**	**531,830.36**	**477,461.89**	**701,709.00**	**599,218.00**	**-102,491.00**	**-14.61%**
Activity: 015 - Heritage Green Special Tax District								
Category: 53 - CONTRACTED SERVICES								
01-160-015-5399	HGSTD ADMIN EXPENSES	50,435.00	49,746.25	23,310.00	83,953.00	85,861.00	1,908.00	2.27%
Total Category: 53 - CONTRACTED SERVICES:		**50,435.00**	**49,746.25**	**23,310.00**	**83,953.00**	**85,861.00**	**1,908.00**	**2.27%**
Category: 55 - OTHER EXPENDITURES								
01-160-015-5505	BOND ISSUANCE COST / FEES	1,093,970.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-015-5538	INTEREST- BONDS	183,528.00	971,618.76	971,618.76	971,619.00	971,475.00	-144.00	-0.01%
Total Category: 55 - OTHER EXPENDITURES:		**1,277,498.60**	**971,618.76**	**971,618.76**	**971,619.00**	**971,475.00**	**-144.00**	**-0.01%**
Category: 59 - OTHER FINANCING USES								
01-160-015-5909	HGSTD LOAN PRINCIPAL	909,045.00	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
01-160-015-5982	TRFR TO SWR-HGSTD ARRA LN	227,245.09	226,219.00	226,209.00	227,245.00	226,199.00	-1,046.00	-0.46%
Total Category: 59 - OTHER FINANCING USES:		**1,136,290.09**	**226,219.00**	**226,209.00**	**227,245.00**	**231,199.00**	**3,954.00**	**1.74%**
Total Activity: 015 - Heritage Green Special Tax District:		**2,464,223.69**	**1,247,584.01**	**1,221,137.76**	**1,282,817.00**	**1,288,535.00**	**5,718.00**	**0.45%**
Total Department: 160 - ADMINISTRATION:		**3,053,456.69**	**1,779,414.37**	**1,698,599.65**	**1,984,526.00**	**1,887,753.00**	**-96,773.00**	**-4.88%**
Report Total:		**3,053,456.69**	**1,779,414.37**	**1,698,599.65**	**1,984,526.00**	**1,887,753.00**	**-96,773.00**	**-4.88%**

Information Technology Department

Department Overview

The Information Technology (IT) Department provides secure, reliable, and innovative technology solutions that support municipal operations and safeguard Town information. Core services include network and infrastructure management, cybersecurity, IT applications, end-user support, system integrations, and lifecycle management of hardware and software.

Following the establishment of a formal IT position, the Department has made significant progress in modernizing the Town's technology environment. Key efforts included server consolidation and cloud migration initiatives to improve system performance, scalability, and security.

The IT Department is critical to advancing Operational Excellence by improving efficiency through technology and automation, while also supporting Good Governance through data security, system reliability, and business continuity.

FY2027 Budget Overview

The FY2027 budget reflects a data-driven and professional approach to IT management, remaining closely aligned with prior year funding levels. The budget strategically supports contracted services, infrastructure needs, cybersecurity, and ongoing lifecycle replacement of technology assets.

This balanced approach ensures continued modernization while maintaining fiscal responsibility and operational stability.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 162 - INFORMATION TECHNOLOGY							
51 - SALARY & WAGES	$ -	$ 37,228	$ 22,166	$ 65,672	$ 73,072	$ 7,400	11.27
52 - FRINGE BENEFITS	$ -	$ 14,017	$ 1,788	$ 32,761	$ 16,419	$ (16,342)	-49.88
53 - CONTRACTED SERVICES	$ 218,027	$ 268,737	$ 189,063	$ 230,262	$ 281,016	$ 50,754	22.04
54 - SUPPLIES & MATERIALS	$ 304	$ 14,706	$ 10,778	$ 17,200	$ 115,200	$ 98,000	569.77
56 - CAPITAL OUTLAY	$ 10,781	$ -	$ 22,824	$ -	$ 130,000	$ 130,000	0.00
Department Total	**$ 229,111**	**$ 334,689**	**$ 246,619**	**$ 345,895**	**$ 615,707**	**$ 269,812**	**78.00**

FY2027 Priorities

In FY2027, the IT Department will focus on:

- Strengthening cybersecurity and protecting Town data
- Continuing infrastructure modernization and cloud adoption
- Supporting system integrations and IT applications
- Enhancing end-user support and service delivery
- Maintaining a sustainable lifecycle replacement program

Information Technology Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 162 - INFORMATION TECHNOLOGY								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-162-001-5102	SALARY - OT @ 1.0	0.00	722.58	92.54	0.00	0.00	0.00	0.00%
01-162-001-5103	SALARY - OT @ 1.5	0.00	789.84	537.55	0.00	0.00	0.00	0.00%
01-162-001-5110	REGULAR FT CIVILIAN SALARY	0.00	35,715.29	21,536.00	65,672.00	73,072.00	7,400.00	11.27%
	Total Category: 51 - SALARY & WAGES:	**0.00**	**37,227.71**	**22,166.09**	**65,672.00**	**73,072.00**	**7,400.00**	**11.27%**
Category: 52 - FRINGE BENEFITS								
01-162-001-5205	DENTAL	0.00	248.56	0.00	460.00	0.00	-460.00	-100.00%
01-162-001-5215	HEALTH INSURANCE	0.00	10,711.04	0.00	17,670.00	0.00	-17,670.00	-100.00%
01-162-001-5220	LIFE INSURANCE W/H	0.00	253.46	0.00	760.00	850.00	90.00	11.84%
01-162-001-5230	WORKERS' COMPENSATION	0.00	83.00	92.06	120.00	90.00	-30.00	-25.00%
01-162-001-5245	MSRPS PENSION	0.00	0.00	0.00	8,721.00	9,879.00	1,158.00	13.28%
01-162-001-5260	F I C A / MEDICARE	0.00	2,721.29	1,695.71	5,030.00	5,600.00	570.00	11.33%
	Total Category: 52 - FRINGE BENEFITS:	**0.00**	**14,017.35**	**1,787.77**	**32,761.00**	**16,419.00**	**-16,342.00**	**-49.88%**
Category: 53 - CONTRACTED SERVICES								
01-162-001-5325	LICENSES/USER FEES	78,045.04	130,477.84	90,631.56	93,045.00	130,000.00	36,955.00	39.72%
01-162-001-5356	PROF SVCS-IT SUPPORT	98,446.87	130,830.62	93,315.45	122,617.00	135,000.00	12,383.00	10.10%
01-162-001-5383	TELEPHONE-WIRELESS-VOICE	0.00	167.39	331.12	0.00	516.00	516.00	0.00%
01-162-001-5399	OTHER CONTRACTED SERVICES	23,650.07	5,781.30	4,785.00	6,600.00	7,500.00	900.00	13.64%
	Total Category: 53 - CONTRACTED SERVICES:	**200,141.98**	**267,257.15**	**189,063.13**	**222,262.00**	**273,016.00**	**50,754.00**	**22.84%**
Category: 54 - SUPPLIES & MATERIALS								
01-162-001-5451	SM CAP - A/V EQUIPMENT	0.00	0.00	0.00	2,000.00	5,000.00	3,000.00	150.00%
01-162-001-5454	SM CAP - COMPUTER HARDWA	0.00	14,637.24	10,576.49	5,000.00	100,000.00	95,000.00	1,900.00%
01-162-001-5455	SM CAP - COMPUTER SOFTWA	0.00	0.00	0.00	5,000.00	5,000.00	0.00	0.00%
01-162-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	0.00	5,000.00	5,000.00	0.00	0.00%
01-162-001-5499	SUPPLIES - OTHER	303.66	69.24	201.54	200.00	200.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**303.66**	**14,706.48**	**10,778.03**	**17,200.00**	**115,200.00**	**98,000.00**	**569.77%**
	Total Activity: 001 - General Operations:	**200,445.64**	**333,208.69**	**223,795.02**	**337,895.00**	**477,707.00**	**139,812.00**	**41.38%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
01-162-005-5325	LICENSES/USER FEES	7,384.99	1,480.00	0.00	8,000.00	8,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-162-005-5356	PROF SVCS-IT SUPPORT	10,500.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**17,884.99**	**1,480.00**	**0.00**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**17,884.99**	**1,480.00**	**0.00**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
Total Department: 162 - INFORMATION TECHNOLOGY:		**218,330.63**	**334,688.69**	**223,795.02**	**345,895.00**	**485,707.00**	**139,812.00**	**40.42%**
Report Total:		**218,330.63**	**334,688.69**	**223,795.02**	**345,895.00**	**485,707.00**	**139,812.00**	**40.42%**

General Services Department

Department Overview

The General Services function serves as the Town's central operational support hub, consolidating town-wide services to improve efficiency and reduce duplication across departments. Key responsibilities include public information services, management of the Town's telecommunications system, and production of official communications such as the Town Notes newsletter.

By centralizing these services, General Services supports Operational Excellence through streamlined communication, consistent messaging, and reliable infrastructure. The function also advances Good Governance by promoting transparency and keeping residents informed of Town activities, programs, and initiatives.

FY2027 Budget Overview

The FY2027 budget maintains current service levels with no significant changes. Continued funding supports reliable telecommunications, consistent public communication, and ongoing community outreach efforts.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 165 - GENERAL SERVICES							
52 - FRINGE BENEFITS	$ -	$ 10,531	$ 8,453	$ -	$ -	$ -	0.00
53 - CONTRACTED SERVICES	$ 143,317	$ 165,933	$ 94,164	$ 157,858	$ 172,080	$ 14,222	9.01
54 - SUPPLIES & MATERIALS	$ 3,562	$ 2,580	$ 1,090	$ 4,000	$ 4,000	$ -	0.00
55 - OTHER EXPENDITURES	$ -	$ 836	$ 38,775	$ -	$ -	$ -	0.00
56 - CAPITAL OUTLAY	$ 1,614,616	$ -	$ -	$ -	$ -	$ -	0.00
59 - OTHER FINANCING USES	$ -	$ 364,227	$ -	$ -	$ 1,959,818	$ 1,959,818	0.00
Department Total	**$ 1,761,495**	**$ 544,107**	**$ 142,482**	**$ 161,858**	**$ 2,135,898**	**$ 1,974,040**	**1219.61**

FY2027 Priorities

In FY2027, General Services will focus on:

- Maintaining consistent and transparent public communication
- Ensuring reliable and efficient telecommunications systems
- Supporting departments with centralized communication resources
- Enhancing community awareness and engagement through outreach efforts

General Services Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 165 - GENERAL SERVICES								
Activity: 001 - General Operations								
Category: 52 - FRINGE BENEFITS								
01-165-001-5265	UNEMPLOYMENT COMPENSAT	0.00	10,531.32	8,453.24	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**0.00**	**10,531.32**	**8,453.24**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-165-001-5310	INSURANCE - FLOOD	474.36	652.18	0.00	672.00	0.00	-672.00	-100.00%
01-165-001-5312	INSURANCE - LIABILITY	12,303.64	14,255.47	22,115.89	14,683.00	27,190.00	12,507.00	85.18%
01-165-001-5314	INSURANCE - PROPERTY	4,784.41	6,293.05	34.90	6,482.00	50.00	-6,432.00	-99.23%
01-165-001-5316	INSURANCE - VEHICLE	641.73	641.89	1,446.59	661.00	1,660.00	999.00	151.13%
01-165-001-5325	LICENSES/USER FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-165-001-5340	POSTAGE / DELIVERY	1,748.00	1,472.20	892.63	2,000.00	2,000.00	0.00	0.00%
01-165-001-5345	PRINTING / REPRODUCTION SE	726.58	615.01	0.00	1,200.00	1,200.00	0.00	0.00%
01-165-001-5360	RENTS	2,425.78	16,054.86	1,373.11	2,700.00	2,700.00	0.00	0.00%
01-165-001-5380	TELEPHONE-LOCAL SERVICE	32,776.00	34,673.38	23,830.35	35,760.00	35,760.00	0.00	0.00%
01-165-001-5383	TELEPHONE-WIRELESS-VOICE	50.10	0.64	0.63	0.00	0.00	0.00	0.00%
01-165-001-5399	OTHER CONTRACTED SERVICES	87,386.27	91,274.43	20,797.93	93,700.00	68,520.00	-25,180.00	-26.87%
	Total Category: 53 - CONTRACTED SERVICES:	**143,316.87**	**165,933.11**	**70,492.03**	**157,858.00**	**139,080.00**	**-18,778.00**	**-11.90%**
Category: 54 - SUPPLIES & MATERIALS								
01-165-001-5420	OFFICE SUPPLIES	1,910.22	1,671.68	323.22	1,000.00	1,000.00	0.00	0.00%
01-165-001-5499	SUPPLIES - OTHER	1,652.09	908.63	766.56	3,000.00	3,000.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**3,562.31**	**2,580.31**	**1,089.78**	**4,000.00**	**4,000.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-165-001-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	835.88	38,775.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**835.88**	**38,775.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 59 - OTHER FINANCING USES								
01-165-001-5971	Transfer to Capital	0.00	0.00	0.00	245,330.00	26,639.00	-218,691.00	-89.14%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**0.00**	**245,330.00**	**26,639.00**	**-218,691.00**	**-89.14%**
	Total Activity: 001 - General Operations:	**146,879.18**	**179,880.62**	**118,810.05**	**407,188.00**	**169,719.00**	**-237,469.00**	**-58.32%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 455 - Newsletter								
Category: 53 - CONTRACTED SERVICES								
01-165-455-5340	POSTAGE / DELIVERY	0.00	0.00	10,453.73	0.00	8,000.00	8,000.00	0.00%
01-165-455-5345	PRINTING / REPRODUCTION SE	0.00	0.00	13,217.79	0.00	25,000.00	25,000.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**0.00**	**23,671.52**	**0.00**	**33,000.00**	**33,000.00**	**0.00%**
	Total Activity: 455 - Newsletter:	**0.00**	**0.00**	**23,671.52**	**0.00**	**33,000.00**	**33,000.00**	**0.00%**
	Total Department: 165 - GENERAL SERVICES:	**146,879.18**	**179,880.62**	**142,481.57**	**407,188.00**	**202,719.00**	**-204,469.00**	**-50.21%**
	Report Total:	**146,879.18**	**179,880.62**	**142,481.57**	**407,188.00**	**202,719.00**	**-204,469.00**	**-50.21%**

Community Promotion Department

Special Events:

Overview

The Special Events program enhances quality of life by fostering civic pride, community engagement, and cultural connection through inclusive, family-friendly events. Signature programs—including Celebrate La Plata, the Summer Concert Series, Fall Festival, Fourth of July Celebration, Veterans Day Parade, and holiday events. These serve as key community gathering opportunities and contribute to the Town's identity.

These events support Economic Prosperity by attracting visitors and supporting local businesses, while also advancing Public Service and Community Engagement through inclusive programming that brings residents together.

FY2027 Budget Overview

The FY2027 budget maintains all existing signature events while accounting for rising production costs and targeted program enhancements. Funding supports essential elements such as entertainment, safety coordination, logistics, and event promotion.

FY2027 Priorities

In FY2027, the program will focus on:

- Sustaining high-quality signature events
- Expanding entertainment and vendor participation
- Increasing community engagement and attendance
- Ensuring safe, well-coordinated event operations
- Supporting the local economy through event-driven activity

Farmers Market:

Overview

The La Plata Farmers Market program supports local economic development, community engagement, and regional tourism by providing a vibrant marketplace for farmers, artisans, and small businesses. The program promotes access to fresh, locally produced goods while fostering connections between producers, residents, and visitors.

The Farmers Market serves as an incubator for small and emerging businesses, offering opportunities to grow customer bases, test products, and establish a presence within the community. It also contributes to the Town's identity as a welcoming and vibrant destination, enhancing the downtown environment and supporting surrounding businesses.

This program directly advances the Town's strategic priorities of Economic Prosperity by supporting small business development and Community Identity by creating a dynamic gathering space that encourages social interaction and civic engagement.

FY2027 Budget Overview

The FY2027 budget for the Farmers Market is $16,673, representing an increase of $2,806 (20.24%) from FY2026. The increase reflects adjustments to staffing for on-site coordination as well as operational costs related to vehicle use, maintenance, and insurance.

This investment ensures the continued success and sustainability of the program while maintaining a high-quality experience for vendors and attendees.

FY2027 Priorities

In FY2027, the Farmers Market program will focus on:

- Supporting vendor growth and small business development
- Enhancing the customer experience and market operations
- Strengthening the Market's role as a regional destination
- Promoting community engagement and downtown activity

Beautification Commission / Keep La Plata Beautiful:

Overview

Beautification Commission/Keep La Plata Beautiful, enhances the Town's visual appeal, environmental stewardship, and community pride through initiatives focused on litter prevention, landscaping, and public space improvements. The Commission engages volunteers, community groups, and partners to support projects that improve the Town's appearance and promote sustainable practices.

These efforts contribute to a clean, attractive, and welcoming environment, reinforcing the Town's identity and quality of life for residents and visitors alike. The Commission also plays a role in educating the public on environmental responsibility and encouraging community participation in beautification efforts.

The program supports the Town's strategic priorities of Community Identity, Environmental Stewardship, and Public Engagement.

FY2027 Budget Overview

The FY2027 proposed budget for the Beautification Commission is $6,180, representing a decrease of $4,857 (44.01%) from FY2026. The reduction reflects the reallocation of remaining American Rescue Plan Act (ARPA) funds and a decrease in grant program funding.

The adjusted budget maintains core program activities while aligning funding with available resources and participation levels.

FY2027 Priorities

In FY2027, the Beautification Commission will focus on:

- Increasing volunteer participation and community engagement
- Expanding public awareness of beautification initiatives
- Supporting litter prevention and environmental programs
- Enhancing the visual character and sustainability of public spaces

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 420 - COMMUNITY PROMOTION							
51 - SALARY & WAGES	$ 115,676	$ 98,480	$ 59,162	$ 94,936	$ 99,720	$ 4,784	5.04
52 - FRINGE BENEFITS	$ 17,143	$ 22,709	$ 25,948	$ 43,597	$ 34,939	$ (8,658)	-19.86
53 - CONTRACTED SERVICES	$ 128,427	$ 125,517	$ 111,257	$ 149,636	$ 180,020	$ 30,384	20.31
54 - SUPPLIES & MATERIALS	$ 25,240	$ 41,233	$ 7,692	$ 40,520	$ 51,835	$ 11,315	27.92
55 - OTHER EXPENDITURES	$ 8,758	$ 17,809	$ 10,055	$ 28,875	$ 22,270	$ (6,605)	-22.87
56 - CAPITAL OUTLAY	$ 10,338	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 305,582**	**$ 305,747**	**$ 214,115**	**$ 357,564**	**$ 388,784**	**$ 31,220**	**8.73**

Community Promotion Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 420 - COMMUNITY PROMOTION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-420-001-5100	SALARY - PT	4,231.25	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**4,231.25**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-420-001-5220	LIFE INSURANCE	4.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-001-5260	F I C A / MEDICARE	323.65	21.11	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**328.25**	**21.11**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-420-001-5399	OTHER CONTRACTED SERVICES	0.00	0.00	14,355.23	0.00	17,000.00	17,000.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**0.00**	**14,355.23**	**0.00**	**17,000.00**	**17,000.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-001-5499	SUPPLIES - OTHER	0.00	0.00	89.95	0.00	1,500.00	1,500.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**0.00**	**0.00**	**89.95**	**0.00**	**1,500.00**	**1,500.00**	**0.00%**
	Total Activity: 001 - General Operations:	**4,559.50**	**21.11**	**14,445.18**	**0.00**	**18,500.00**	**18,500.00**	**0.00%**
Activity: 405 - Beautification								
Category: 53 - CONTRACTED SERVICES								
01-420-405-5325	LICENSES/USER FEES	0.00	126.50	0.00	0.00	0.00	0.00	0.00%
01-420-405-5353	PROF SVCS-CONTRACTOR	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-405-5399	OTHER CONTRACTED SERVICES	0.00	1,526.22	0.00	1,000.00	0.00	-1,000.00	-100.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,000.00**	**1,652.72**	**0.00**	**1,000.00**	**0.00**	**-1,000.00**	**-100.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-405-5435	SIGNS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-405-5459	SM CAP - FURNITURE/FIXTURES	0.00	17,864.31	0.00	1,000.00	0.00	-1,000.00	-100.00%
01-420-405-5499	SUPPLIES - OTHER	40.41	909.81	0.00	3,000.00	0.00	-3,000.00	-100.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**40.41**	**18,774.12**	**0.00**	**4,000.00**	**0.00**	**-4,000.00**	**-100.00%**
Category: 55 - OTHER EXPENDITURES								
01-420-405-5520	GRANTS/DONATIONS	172.81	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-405-5525	HOSPITALITY/REFRESHMENTS/	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-420-405-5574	REGISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**172.81**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 405 - Beautification:	**2,213.22**	**20,426.84**	**0.00**	**5,000.00**	**0.00**	**-5,000.00**	**-100.00%**
Activity: 406 - Beautification Commission								
Category: 53 - CONTRACTED SERVICES								
01-420-406-5399	OTHER CONTRACTED SERVICES	0.00	0.00	1,170.00	527.00	1,430.00	903.00	171.35%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**0.00**	**1,170.00**	**527.00**	**1,430.00**	**903.00**	**171.35%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-406-5499	SUPPLIES - OTHER	619.48	0.00	1,702.77	6,010.00	1,950.00	-4,060.00	-67.55%
	Total Category: 54 - SUPPLIES & MATERIALS:	**619.48**	**0.00**	**1,702.77**	**6,010.00**	**1,950.00**	**-4,060.00**	**-67.55%**
Category: 55 - OTHER EXPENDITURES								
01-420-406-5520	GRANTS/DONATIONS	200.00	1,200.00	0.00	4,500.00	2,800.00	-1,700.00	-37.78%
	Total Category: 55 - OTHER EXPENDITURES:	**200.00**	**1,200.00**	**0.00**	**4,500.00**	**2,800.00**	**-1,700.00**	**-37.78%**
	Total Activity: 406 - Beautification Commission:	**819.48**	**1,200.00**	**2,872.77**	**11,037.00**	**6,180.00**	**-4,857.00**	**-44.01%**
Activity: 407 - Keep La Plata Beautiful								
Category: 53 - CONTRACTED SERVICES								
01-420-407-5399	OTHER CONTRACTED SERVICES	4,019.71	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**4,019.71**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-407-5499	SUPPLIES - OTHER	4,656.99	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**4,656.99**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-420-407-5520	GRANTS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 407 - Keep La Plata Beautiful:	**8,676.70**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 410 - Business Commission								
Category: 54 - SUPPLIES & MATERIALS								
01-420-410-5499	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-420-410-5520	GRANTS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 410 - Business Commission:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 425 - Farmer's Market								
Category: 51 - SALARY & WAGES								
01-420-425-5100	SALARY - PT	0.00	9,435.57	5,694.77	8,468.00	10,492.00	2,024.00	23.90%
01-420-425-5150	STIPENDS	10,654.00	150.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**10,654.00**	**9,585.57**	**5,694.77**	**8,468.00**	**10,492.00**	**2,024.00**	**23.90%**
Category: 52 - FRINGE BENEFITS								
01-420-425-5230	WORKMAN'S COMPENSATION	0.00	0.00	-41.00	41.00	41.00	0.00	0.00%
01-420-425-5260	F I C A / MEDICARE	0.00	732.73	641.99	648.00	805.00	157.00	24.23%
Total Category: 52 - FRINGE BENEFITS:		**0.00**	**732.73**	**600.99**	**689.00**	**846.00**	**157.00**	**22.79%**
Category: 53 - CONTRACTED SERVICES								
01-420-425-5300	ADS & NOTICES	0.00	0.00	0.00	300.00	300.00	0.00	0.00%
01-420-425-5316	INSURANCE - VEHICLE	0.00	0.00	0.00	460.00	530.00	70.00	15.22%
01-420-425-5333	M&R-VEHICLES	0.00	39.00	0.00	500.00	1,000.00	500.00	100.00%
01-420-425-5360	RENTS	640.00	700.00	500.00	850.00	800.00	-50.00	-5.88%
01-420-425-5382	TELEPHONE-WIRELESS-DATA/V	480.12	480.12	320.08	500.00	480.00	-20.00	-4.00%
01-420-425-5399	OTHER CONTRACTED SERVICES	765.66	13.71	10.00	0.00	270.00	270.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,885.78**	**1,232.83**	**830.08**	**2,610.00**	**3,380.00**	**770.00**	**29.50%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-425-5400	CONSTRUCTION SUPPLIES	0.00	0.00	0.00	1,500.00	1,500.00	0.00	0.00%
01-420-425-5499	SUPPLIES - OTHER	-3.11	188.26	52.73	300.00	335.00	35.00	11.67%
Total Category: 54 - SUPPLIES & MATERIALS:		**-3.11**	**188.26**	**52.73**	**1,800.00**	**1,835.00**	**35.00**	**1.94%**
Category: 55 - OTHER EXPENDITURES								
01-420-425-5599	MISCELLANEOUS OTHER	-831.14	0.00	-10.00	300.00	120.00	-180.00	-60.00%
Total Category: 55 - OTHER EXPENDITURES:		**-831.14**	**0.00**	**-10.00**	**300.00**	**120.00**	**-180.00**	**-60.00%**
Total Activity: 425 - Farmer's Market:		**11,705.53**	**11,739.39**	**7,168.57**	**13,867.00**	**16,673.00**	**2,806.00**	**20.24%**
Activity: 435 - HISTORIC PRESERVATION COMMISSION								
Category: 55 - OTHER EXPENDITURES								
01-420-435-5599	MISCELLANEOUS OTHER	590.99	1,299.91	4,177.76	8,100.00	0.00	-8,100.00	-100.00%
Total Category: 55 - OTHER EXPENDITURES:		**590.99**	**1,299.91**	**4,177.76**	**8,100.00**	**0.00**	**-8,100.00**	**-100.00%**
Total Activity: 435 - HISTORIC PRESERVATION COMMISSION:		**590.99**	**1,299.91**	**4,177.76**	**8,100.00**	**0.00**	**-8,100.00**	**-100.00%**
Activity: 440 - MAIN STREET MARYLAND PROGRAM								
Category: 55 - OTHER EXPENDITURES								
01-420-440-5599	MISCELLANEOUS OTHER	2,980.99	-0.50	0.00	375.00	0.00	-375.00	-100.00%
Total Category: 55 - OTHER EXPENDITURES:		**2,980.99**	**-0.50**	**0.00**	**375.00**	**0.00**	**-375.00**	**-100.00%**
Total Activity: 440 - MAIN STREET MARYLAND PROGRAM:		**2,980.99**	**-0.50**	**0.00**	**375.00**	**0.00**	**-375.00**	**-100.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 445 - La Plata Community Foundation								
Category: 55 - OTHER EXPENDITURES								
01-420-445-5520	GRANTS/DONATIONS	0.00	7,500.00	0.00	7,500.00	7,500.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**7,500.00**	**0.00**	**7,500.00**	**7,500.00**	**0.00**	**0.00%**
Total Activity: 445 - La Plata Community Foundation:		**0.00**	**7,500.00**	**0.00**	**7,500.00**	**7,500.00**	**0.00**	**0.00%**
Activity: 455 - Newsletter								
Category: 53 - CONTRACTED SERVICES								
01-420-455-5340	POSTAGE / DELIVERY	7,784.08	11,035.93	0.00	8,000.00	0.00	-8,000.00	-100.00%
01-420-455-5345	PRINTING / REPRODUCTION SE	20,330.02	14,614.47	0.00	22,000.00	0.00	-22,000.00	-100.00%
Total Category: 53 - CONTRACTED SERVICES:		**28,114.10**	**25,650.40**	**0.00**	**30,000.00**	**0.00**	**-30,000.00**	**-100.00%**
Total Activity: 455 - Newsletter:		**28,114.10**	**25,650.40**	**0.00**	**30,000.00**	**0.00**	**-30,000.00**	**-100.00%**
Activity: 470 - Special Events								
Category: 51 - SALARY & WAGES								
01-420-470-5102	SALARY - OT @ 1.0	2,241.44	1,375.83	1,172.41	2,000.00	2,000.00	0.00	0.00%
01-420-470-5103	SALARY - OT @ 1.5	23,063.37	23,861.76	12,625.85	23,000.00	23,000.00	0.00	0.00%
01-420-470-5110	REGULAR FT CIVILIAN SALARY	75,311.56	63,656.63	39,669.20	61,468.00	64,228.00	2,760.00	4.49%
01-420-470-5160	BONUSES	174.17	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**100,790.54**	**88,894.22**	**53,467.46**	**86,468.00**	**89,228.00**	**2,760.00**	**3.19%**
Category: 52 - FRINGE BENEFITS								
01-420-470-5205	DENTAL	0.00	114.72	302.88	460.00	510.00	50.00	10.87%
01-420-470-5215	HEALTH INSURANCE	0.00	4,206.06	12,337.60	27,680.00	19,150.00	-8,530.00	-30.82%
01-420-470-5220	LIFE INSURANCE W/H	680.38	963.16	314.08	615.00	750.00	135.00	21.95%
01-420-470-5230	WORKERS' COMPENSATION	130.00	920.95	396.54	120.00	80.00	-40.00	-33.33%
01-420-470-5245	MSRPS PENSION	8,292.37	9,009.48	7,969.00	7,410.00	8,683.00	1,273.00	17.18%
01-420-470-5260	F I C A / MEDICARE	7,712.45	6,740.82	4,027.27	6,623.00	4,920.00	-1,703.00	-25.71%
Total Category: 52 - FRINGE BENEFITS:		**16,815.20**	**21,955.19**	**25,347.37**	**42,908.00**	**34,093.00**	**-8,815.00**	**-20.54%**
Category: 53 - CONTRACTED SERVICES								
01-420-470-5300	ADS & NOTICES	0.00	0.00	0.00	1,000.00	500.00	-500.00	-50.00%
01-420-470-5301	BANK CHARGES	0.00	0.00	10.99	0.00	0.00	0.00	0.00%
01-420-470-5325	LICENSES/USER FEES	2,500.69	3,584.15	4,255.57	3,354.00	3,354.00	0.00	0.00%
01-420-470-5340	POSTAGE / DELIVERY	738.00	462.00	6.00	750.00	200.00	-550.00	-73.33%
01-420-470-5345	PRINTING / REPRODUCTION SE	2,239.26	206.27	0.00	2,500.00	2,500.00	0.00	0.00%
01-420-470-5360	RENTS	40,047.60	35,054.20	44,266.33	45,675.00	53,000.00	7,325.00	16.04%
01-420-470-5370	ELECTRICITY - SE SHED	1,835.83	2,657.86	1,791.36	3,220.00	3,220.00	0.00	0.00%
01-420-470-5383	TELEPHONE-WIRELESS-VOICE	291.14	326.49	412.43	420.00	636.00	216.00	51.43%
01-420-470-5399	OTHER CONTRACTED SERVICES	44,754.92	54,690.17	44,159.43	58,580.00	94,800.00	36,220.00	61.83%
Total Category: 53 - CONTRACTED SERVICES:		**92,407.44**	**96,981.14**	**94,902.11**	**115,499.00**	**158,210.00**	**42,711.00**	**36.98%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-420-470-5445	UNIFORMS/SHOES/BOOTS	59.99	256.60	0.00	200.00	200.00	0.00	0.00%
01-420-470-5458	SM CAP - OTHER EQUIP	0.00	199.89	0.00	10,000.00	12,800.00	2,800.00	28.00%
01-420-470-5499	SUPPLIES - OTHER	19,866.06	21,813.78	5,846.99	17,750.00	33,550.00	15,800.00	89.01%
Total Category: 54 - SUPPLIES & MATERIALS:		**19,926.05**	**22,270.27**	**5,846.99**	**27,950.00**	**46,550.00**	**18,600.00**	**66.55%**
Category: 55 - OTHER EXPENDITURES								
01-420-470-5510	DUES/MEMBERSHIPS	0.00	0.00	0.00	400.00	500.00	100.00	25.00%
01-420-470-5520	GRANTS/DONATIONS	5,350.00	6,175.00	3,900.00	7,200.00	7,500.00	300.00	4.17%
01-420-470-5571	LODGING	0.00	91.58	0.00	0.00	700.00	700.00	0.00%
01-420-470-5572	MEALS	178.07	1,542.89	1,938.28	0.00	1,500.00	1,500.00	0.00%
01-420-470-5573	MILEAGE-LOCAL	91.12	0.00	0.00	0.00	150.00	150.00	0.00%
01-420-470-5574	REGISTRATION	25.00	0.00	15.90	500.00	900.00	400.00	80.00%
01-420-470-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	33.00	0.00	600.00	600.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**5,644.19**	**7,809.47**	**5,887.18**	**8,100.00**	**11,850.00**	**3,750.00**	**46.30%**
Total Activity: 470 - Special Events:		**235,583.42**	**237,910.29**	**185,451.11**	**280,925.00**	**339,931.00**	**59,006.00**	**21.00%**
Activity: 480 - Tornado 10th Anniversarty								
Category: 54 - SUPPLIES & MATERIALS								
01-420-480-5499	SUPPLIES - OTHER	0.00	0.00	0.00	760.00	0.00	-760.00	-100.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**0.00**	**0.00**	**760.00**	**0.00**	**-760.00**	**-100.00%**
Total Activity: 480 - Tornado 10th Anniversarty:		**0.00**	**0.00**	**0.00**	**760.00**	**0.00**	**-760.00**	**-100.00%**
Total Department: 420 - COMMUNITY PROMOTION:		**295,243.93**	**305,747.44**	**214,115.39**	**357,564.00**	**388,784.00**	**31,220.00**	**8.73%**
Report Total:		**295,243.93**	**305,747.44**	**214,115.39**	**357,564.00**	**388,784.00**	**31,220.00**	**8.73%**

Police Department

Department Overview

The La Plata Police Department is committed to ensuring the safety, security, and quality of life for all who live, work, and visit the Town. Public safety extends beyond enforcement to include visibility, partnership, and preparedness. The Department provides comprehensive services including patrol operations, traffic enforcement, criminal and drug investigations, emergency response, suspect apprehension, and community engagement initiatives. As the Town continues to grow, the Department adapts to increasing service demands and operational complexity.

The Police Department plays a critical role in advancing the Town's strategic priorities. In support of Good Governance, the Department promotes accountability, fairness, and transparency in all enforcement actions while building and maintaining community trust. Under Operational Excellence, the Department focuses on training, professional development, officer wellness, and the use of modern technology to ensure consistent, high-quality service delivery. The Department contributes to Economic Prosperity by maintaining a safe environment that supports local businesses, tourism, and community events. Through Community Identity, officers actively engage with residents through outreach, events, and public interaction, reinforcing La Plata's image as a safe and welcoming community. Additionally, the Department supports Public Service Readiness by scaling operations, coordinating with other departments, and preparing for future growth and emergency response needs.

FY2026 Performance Highlights

FY2026 marked a year of transition and measurable progress for the Police Department. Organizational improvements included the appointment of a new Chief of Police, creation of a Major position through internal restructuring, and continued progress toward CALEA reaccreditation. Investments in technology included upgrades to aging IT infrastructure and acquisition of advanced tools such as FARO 3D technology to enhance crash and crime scene investigations.

Operational metrics indicate positive public safety trends. Both adult and juvenile arrests declined significantly, alongside reductions in overall crime and traffic collisions. Calls for service remained stable, while completed crime reports increased, reflecting proactive policing and consistent service delivery. These trends suggest effective prevention and deterrence strategies, contributing to improved community safety.

The Department also achieved notable accomplishments, including national recognition of an officer by the International Association of Chiefs of Police, implementation of a town-wide camera security initiative, and continued advancement of internal promotional processes to support leadership development and succession planning. All required compliance audits were successfully completed.

Despite these successes, the Department continues to face challenges, including staffing pressures in a competitive recruitment environment, the need for continued IT modernization,

and facility limitations. The current headquarters no longer adequately supports staffing levels or operational needs, impacting efficiency and long-term planning.

FY2027 Budget Overview

The FY2027 proposed budget for the Police Department is $5,786,023, representing an 18.9% increase over the prior year. The primary driver of this increase is the implementation of the enhanced Law Enforcement Officers' Pension System (LEOPS), which supports officer retention and long-term workforce stability.

Additional budget adjustments include the addition of a non-sworn administrative position, upgrades to reporting systems and mobile data technology, required training and travel for CALEA reaccreditation, and a revised overtime allocation. The overtime budget has been adjusted to better reflect operational demands while remaining below prior year levels, balancing fiscal responsibility with service needs.

Overall, the proposed budget reflects targeted investments in personnel, technology, and operational sustainability to support the Department's evolving responsibilities.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 200 - POLICE DEPARTMENT							
51 - SALARY & WAGES	$ 2,812,494	$ 2,749,105	$ 1,719,747	$ 2,793,187	$ 3,060,698	$ 267,511	9.58
52 - FRINGE BENEFITS	$ 893,238	$ 1,098,746	$ 905,949	$ 1,250,041	$ 1,872,868	$ 622,827	49.82
53 - CONTRACTED SERVICES	$ 336,059	$ 469,147	$ 381,736	$ 484,989	$ 547,380	$ 62,391	12.86
54 - SUPPLIES & MATERIALS	$ 214,012	$ 165,583	$ 94,642	$ 225,911	$ 227,180	$ 1,269	0.56
55 - OTHER EXPENDITURES	$ 91,064	$ 79,564	$ 39,072	$ 112,029	$ 97,807	$ (14,222)	-12.69
56 - CAPITAL OUTLAY	$ 674,608	$ 81,685	$ 248,409	$ 230,000	$ 205,800	$ (24,200)	-10.52
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ 38,323	$ 38,323	0.00
Department Total	**$ 5,021,475**	**$ 4,643,830**	**$ 3,389,555**	**$ 5,096,157**	**$ 6,050,056**	**$ 953,899**	**18.72**

FY2027 Priorities

In FY2027, the Police Department will focus on maintaining readiness, supporting personnel, and planning for future growth. Key priorities include:

- Recruiting and retaining highly qualified personnel
- Modernizing IT systems to support efficient and effective policing
- Maintaining CALEA accreditation standards
- Expanding specialized capabilities aligned with community needs
- Enhancing long-term staffing and technology planning to address growth
- Advancing facility planning to address space and operational limitations

The Police Department remains committed to delivering professional, accountable, and proactive public safety services. Continued investments in personnel, technology, and infrastructure will ensure the Department remains prepared to meet evolving community needs while maintaining fiscal responsibility and strong stewardship of public resources.

Police Department Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 200 - POLICE DEPARTMENT								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-200-001-5102	SALARY - OT @ 1.0	18,229.52	-2,753.74	11,069.76	0.00	0.00	0.00	0.00%
01-200-001-5103	SALARY - OT @ 1.5	208,222.92	184,810.74	86,907.58	110,000.00	150,800.00	40,800.00	37.09%
01-200-001-5110	REGULAR FT CIVILIAN SALARY	206,322.52	195,865.24	141,904.77	201,216.00	272,755.00	71,539.00	35.55%
01-200-001-5120	REGULAR FT SWORN SALARY	2,094,416.17	2,140,835.53	1,351,182.27	2,242,639.00	2,410,550.00	167,911.00	7.49%
01-200-001-5132	SHIFT DIFFERENTIAL	23,089.43	23,641.36	15,912.80	24,890.00	24,890.00	0.00	0.00%
01-200-001-5160	BONUSES	13,908.48	6,000.00	6,050.00	0.00	14,000.00	14,000.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**2,564,189.04**	**2,548,399.13**	**1,613,027.18**	**2,578,745.00**	**2,872,995.00**	**294,250.00**	**11.41%**
Category: 52 - FRINGE BENEFITS								
01-200-001-5205	DENTAL	9,654.35	10,409.41	6,817.62	10,580.00	13,260.00	2,680.00	25.33%
01-200-001-5215	HEALTH INSURANCE	317,188.78	412,097.49	310,107.34	474,720.00	546,180.00	71,460.00	15.05%
01-200-001-5220	LIFE INSURANCE W/H	19,995.57	21,012.72	12,329.58	20,120.00	31,190.00	11,070.00	55.02%
01-200-001-5230	WORKERS' COMPENSATION	93,505.26	156,059.35	122,802.54	157,770.00	138,290.00	-19,480.00	-12.35%
01-200-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5245	MSRPS PENSION	208,267.58	258,920.04	314,401.76	346,750.00	38,225.00	-308,525.00	-88.98%
01-200-001-5246	LEOPS	0.00	0.00	0.00	0.00	843,618.00	843,618.00	0.00%
01-200-001-5260	F I C A / MEDICARE	194,440.32	193,275.59	122,675.92	195,512.00	211,450.00	15,938.00	8.15%
01-200-001-5285	TUITION REIMBURSEMENT	0.00	4,769.03	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**843,051.86**	**1,056,543.63**	**889,134.76**	**1,205,452.00**	**1,822,213.00**	**616,761.00**	**51.16%**
Category: 53 - CONTRACTED SERVICES								
01-200-001-5300	ADS & NOTICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5302	FRAUDULENT CHARGES	0.00	0.00	79.99	0.00	0.00	0.00	0.00%
01-200-001-5310	INSURANCE - FLOOD	0.00	286.25	251.05	295.00	290.00	-5.00	-1.69%
01-200-001-5312	INSURANCE - LIABILITY	52,127.79	51,100.87	67,169.72	52,634.00	78,670.00	26,036.00	49.47%
01-200-001-5314	INSURANCE - PROPERTY	3,543.84	3,522.38	4,293.16	3,628.00	4,930.00	1,302.00	35.89%
01-200-001-5316	INSURANCE - VEHICLE	25,137.50	27,818.18	27,429.73	29,251.00	31,470.00	2,219.00	7.59%
01-200-001-5318	INSURANCE - DEDUCTIBLES	1,000.00	13,423.49	1,000.00	2,060.00	2,060.00	0.00	0.00%
01-200-001-5325	LICENSES/USER FEES	50,937.53	56,450.19	59,365.73	52,290.00	84,770.00	32,480.00	62.12%
01-200-001-5331	M&R-COMMUNICATIONS EQU	0.00	0.00	0.00	250.00	1,000.00	750.00	300.00%
01-200-001-5332	M&R-OFFICE EQUIPMENT	0.00	0.00	0.00	100.00	100.00	0.00	0.00%
01-200-001-5333	M&R-VEHICLES	78,971.06	39,751.33	18,044.05	55,000.00	45,000.00	-10,000.00	-18.18%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-200-001-5338	M&R-OTHER	1,316.83	1,124.98	654.78	2,200.00	2,200.00	0.00	0.00%
01-200-001-5340	POSTAGE / DELIVERY	1,825.47	1,360.21	593.02	2,000.00	1,500.00	-500.00	-25.00%
01-200-001-5345	PRINTING / REPRODUCTION SE	1,862.01	0.00	665.00	1,800.00	1,800.00	0.00	0.00%
01-200-001-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5351	PROF SVCS-ATTORNEY	7,350.00	21,740.00	16,813.00	18,000.00	18,000.00	0.00	0.00%
01-200-001-5356	PROF SVCS-IT SUPPORT	40,728.80	20,786.57	11,500.00	14,000.00	14,000.00	0.00	0.00%
01-200-001-5359	OTHER PROFESSIONAL SERVICE	12,464.58	800.00	3,050.00	8,500.00	8,500.00	0.00	0.00%
01-200-001-5360	RENTS	11,807.77	10,740.00	7,160.00	11,000.00	10,740.00	-260.00	-2.36%
01-200-001-5382	TELEPHONE-WIRELESS-DATA/V	17,447.04	14,752.09	11,802.78	16,000.00	16,000.00	0.00	0.00%
01-200-001-5383	TELEPHONE-WIRELESS-VOICE	6,256.40	6,216.42	9,155.84	8,500.00	8,500.00	0.00	0.00%
01-200-001-5399	OTHER CONTRACTED SERVICES	12,687.31	11,482.63	4,335.01	4,615.00	3,500.00	-1,115.00	-24.16%
Total Category: 53 - CONTRACTED SERVICES:		**325,463.93**	**281,355.59**	**243,362.86**	**282,123.00**	**333,030.00**	**50,907.00**	**18.04%**
Category: 54 - SUPPLIES & MATERIALS								
01-200-001-5410	FUEL - GAS/DIESEL/OTHER	99,903.07	75,570.17	45,834.94	112,006.00	112,200.00	194.00	0.17%
01-200-001-5420	OFFICE SUPPLIES	4,916.48	2,527.72	4,351.53	7,000.00	7,500.00	500.00	7.14%
01-200-001-5425	POLICE SUPPLIES	10,969.86	10,464.25	6,520.94	7,500.00	10,000.00	2,500.00	33.33%
01-200-001-5430	REPAIR/REPLACEMENT PARTS/	0.00	0.00	28.93	0.00	0.00	0.00	0.00%
01-200-001-5440	TOOLS/EQUIPMENT	30,052.55	7,030.21	741.33	8,500.00	8,500.00	0.00	0.00%
01-200-001-5445	UNIFORMS/SHOES/BOOTS	54,940.71	28,223.12	18,740.16	40,925.00	40,000.00	-925.00	-2.26%
01-200-001-5450	SM CAP - BUILDING/SITE IMPR	0.00	0.00	0.00	6,500.00	6,500.00	0.00	0.00%
01-200-001-5452	WEAPONS	0.00	4,497.40	6,702.93	5,000.00	5,000.00	0.00	0.00%
01-200-001-5453	SM CAP - COMMUNICATIONS E	0.00	16,054.90	297.86	2,500.00	1,800.00	-700.00	-28.00%
01-200-001-5454	SM CAP - COMPUTER HARDWA	0.00	512.64	7,530.00	7,500.00	10,800.00	3,300.00	44.00%
01-200-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	5,509.50	399.99	5,100.00	3,000.00	-2,100.00	-41.18%
01-200-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	128.67	2,500.00	3,000.00	500.00	20.00%
01-200-001-5499	SUPPLIES - OTHER	6,616.68	5,782.62	2,539.24	10,000.00	8,000.00	-2,000.00	-20.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**207,399.35**	**156,172.53**	**93,816.52**	**215,031.00**	**216,300.00**	**1,269.00**	**0.59%**
Category: 55 - OTHER EXPENDITURES								
01-200-001-5510	DUES/MEMBERSHIPS	1,765.00	3,820.41	3,878.50	3,800.00	5,000.00	1,200.00	31.58%
01-200-001-5520	GRANTS/DONATIONS	1,012.35	250.00	0.00	5,000.00	2,500.00	-2,500.00	-50.00%
01-200-001-5525	HOSPITALITY/REFRESHMENTS/	6,624.06	9,401.17	1,504.36	6,000.00	6,000.00	0.00	0.00%
01-200-001-5540	LOSSES/CLAIMS/JUDGEMENTS	156.80	0.00	1,450.00	0.00	0.00	0.00	0.00%
01-200-001-5560	REFERENCE MATERIALS-BOOKS	1,432.78	1,547.18	1,653.50	3,500.00	3,500.00	0.00	0.00%
01-200-001-5570	INCIDENTALS-PARKING, TOLLS,	1,129.00	541.75	296.50	1,010.00	750.00	-260.00	-25.74%
01-200-001-5571	LODGING	15,838.10	10,491.05	6,937.78	15,734.00	15,000.00	-734.00	-4.67%
01-200-001-5572	MEALS	7,813.00	6,308.23	2,216.00	12,162.00	12,162.00	0.00	0.00%
01-200-001-5573	MILEAGE-LOCAL	218.84	0.00	0.00	200.00	200.00	0.00	0.00%
01-200-001-5574	REGISTRATION	13,528.78	18,830.10	7,834.48	26,930.00	26,930.00	0.00	0.00%
01-200-001-5575	TRAINING SUPPLIES & EQUIPM	0.00	0.00	293.97	2,500.00	2,500.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-200-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	432.00	444.84	751.72	2,800.00	2,800.00	0.00	0.00%
01-200-001-5599	MISCELLANEOUS OTHER	500.00	57.70	771.50	500.00	500.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**50,450.71**	**51,692.43**	**27,588.31**	**80,136.00**	**77,842.00**	**-2,294.00**	**-2.86%**
Category: 59 - OTHER FINANCING USES								
01-200-001-5961	Trans to Pedestrian Safety Initi	0.00	0.00	0.00	0.00	38,323.00	38,323.00	0.00%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**0.00**	**0.00**	**38,323.00**	**38,323.00**	**0.00%**
	Total Activity: 001 - General Operations:	**3,990,554.89**	**4,094,163.31**	**2,866,929.63**	**4,361,487.00**	**5,360,703.00**	**999,216.00**	**22.91%**
Activity: 210 - CALEA								
Category: 51 - SALARY & WAGES								
01-200-210-5103	CALEA SALARY - OT @ 1.5	926.49	1,709.36	1,856.83	0.00	0.00	0.00	0.00%
01-200-210-5110	CALEA - CIVILIAN SALARY	9,510.35	9,242.00	4,399.54	10,000.00	10,000.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**10,436.84**	**10,951.36**	**6,256.37**	**10,000.00**	**10,000.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-210-5260	CALEA - F I C A / MEDICARE	774.77	816.90	478.60	765.00	0.00	-765.00	-100.00%
01-200-210-5299	CALEA - FRINGE BENEFITS	2,120.40	1,821.99	452.54	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**2,895.17**	**2,638.89**	**931.14**	**765.00**	**0.00**	**-765.00**	**-100.00%**
Category: 55 - OTHER EXPENDITURES								
01-200-210-5510	DUES/MEMBERSHIPS	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00%
01-200-210-5525	CALEA-HOSPITALITY	0.00	275.80	0.00	0.00	0.00	0.00	0.00%
01-200-210-5570	CALEA-INCIDENTALS	209.00	2.50	0.00	500.00	500.00	0.00	0.00%
01-200-210-5574	CALEA-REGISTRATION	200.00	800.00	900.00	2,100.00	2,100.00	0.00	0.00%
01-200-210-5576	CALEA-TRAVEL	5,433.15	2,930.99	848.59	1,500.00	4,500.00	3,000.00	200.00%
01-200-210-5599	MISCELLANEOUS OTHER	4,261.60	0.00	0.00	50.00	50.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**14,103.75**	**8,009.29**	**5,748.59**	**8,150.00**	**11,150.00**	**3,000.00**	**36.81%**
	Total Activity: 210 - CALEA:	**27,435.76**	**21,599.54**	**12,936.10**	**18,915.00**	**21,150.00**	**2,235.00**	**11.82%**
Activity: 211 - Parking Enforcement								
Category: 51 - SALARY & WAGES								
01-200-211-5110	REGULAR FT CIVILIAN SALARY	12,769.63	11,640.92	5,861.63	13,175.00	13,175.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**12,769.63**	**11,640.92**	**5,861.63**	**13,175.00**	**13,175.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-211-5260	F I C A / MEDICARE	976.88	890.52	448.41	1,008.00	1,008.00	0.00	0.00%
01-200-211-5299	OTHER FRINGE BENEFITS	1,257.66	1,820.87	1,261.90	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**2,234.54**	**2,711.39**	**1,710.31**	**1,008.00**	**1,008.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 55 - OTHER EXPENDITURES								
01-200-211-5599	MISCELLANEOUS OTHER	10,923.68	3,888.00	3,858.00	7,000.00	4,815.00	-2,185.00	-31.21%
Total Category: 55 - OTHER EXPENDITURES:		**10,923.68**	**3,888.00**	**3,858.00**	**7,000.00**	**4,815.00**	**-2,185.00**	**-31.21%**
Total Activity: 211 - Parking Enforcement:		**25,927.85**	**18,240.31**	**11,429.94**	**21,183.00**	**18,998.00**	**-2,185.00**	**-10.31%**
Activity: 212 - Speed Cameras								
Category: 51 - SALARY & WAGES								
01-200-212-5103	SALARY - OT	46.41	18,362.05	11,096.88	18,000.00	18,000.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**46.41**	**18,362.05**	**11,096.88**	**18,000.00**	**18,000.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-212-5260	F I C A / MEDICARE - PE	3.55	1,148.47	853.88	1,377.00	1,377.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**3.55**	**1,148.47**	**853.88**	**1,377.00**	**1,377.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-200-212-5399	OTHER CONTRACTED SERVICES	50.00	184,092.90	128,932.00	177,600.00	190,800.00	13,200.00	7.43%
Total Category: 53 - CONTRACTED SERVICES:		**50.00**	**184,092.90**	**128,932.00**	**177,600.00**	**190,800.00**	**13,200.00**	**7.43%**
Category: 55 - OTHER EXPENDITURES								
01-200-212-5599	MISCELLANEOUS OTHER	130.01	898.14	0.00	1,500.00	1,500.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**130.01**	**898.14**	**0.00**	**1,500.00**	**1,500.00**	**0.00**	**0.00%**
Total Activity: 212 - Speed Cameras:		**229.97**	**204,501.56**	**140,882.76**	**198,477.00**	**211,677.00**	**13,200.00**	**6.65%**
Activity: 213 - UMMC - Unv MD Med Ctr								
Category: 51 - SALARY & WAGES								
01-200-213-5103	SALARY - OT	61,550.07	4,771.98	35,114.23	0.00	52,000.00	52,000.00	0.00%
01-200-213-5120	REGULAR FT SWORN SALARY	153,828.89	145,465.87	39,322.57	157,259.00	78,520.00	-78,739.00	-50.07%
Total Category: 51 - SALARY & WAGES:		**215,378.96**	**150,237.85**	**74,436.80**	**157,259.00**	**130,520.00**	**-26,739.00**	**-17.00%**
Category: 52 - FRINGE BENEFITS								
01-200-213-5260	F I C A / MEDICARE	16,476.50	11,493.19	5,266.01	12,030.00	10,545.00	-1,485.00	-12.34%
01-200-213-5299	UMMC - FRINGE BENEFITS	27,657.56	23,497.46	7,350.51	29,317.00	36,500.00	7,183.00	24.50%
Total Category: 52 - FRINGE BENEFITS:		**44,134.06**	**34,990.65**	**12,616.52**	**41,347.00**	**47,045.00**	**5,698.00**	**13.78%**
Category: 53 - CONTRACTED SERVICES								
01-200-213-5399	OTHER CONTRACTED SERVICES	1,716.00	1,453.72	397.50	1,716.00	0.00	-1,716.00	-100.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,716.00**	**1,453.72**	**397.50**	**1,716.00**	**0.00**	**-1,716.00**	**-100.00%**
Category: 55 - OTHER EXPENDITURES								
01-200-213-5599	MISCELLANEOUS OTHER	11,442.96	14,081.02	927.12	11,443.00	0.00	-11,443.00	-100.00%
Total Category: 55 - OTHER EXPENDITURES:		**11,442.96**	**14,081.02**	**927.12**	**11,443.00**	**0.00**	**-11,443.00**	**-100.00%**
Total Activity: 213 - UMMC - Unv MD Med Ctr:		**272,671.98**	**200,763.24**	**88,377.94**	**211,765.00**	**177,565.00**	**-34,200.00**	**-16.15%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 214 - Police Reform								
Category: 53 - CONTRACTED SERVICES								
01-200-214-5399	OTHER CONTRACTED SERVICES	7,196.95	1,202.05	9,043.71	20,000.00	20,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**7,196.95**	**1,202.05**	**9,043.71**	**20,000.00**	**20,000.00**	**0.00**	**0.00%**
Total Activity: 214 - Police Reform:		**7,196.95**	**1,202.05**	**9,043.71**	**20,000.00**	**20,000.00**	**0.00**	**0.00%**
Activity: 220 - Public Safety Cadet Program (Formerly Explorer Post)								
Category: 51 - SALARY & WAGES								
01-200-220-5103	SALARY - OT @ 1.5	1,190.99	0.00	0.00	1,200.00	1,200.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**1,190.99**	**0.00**	**0.00**	**1,200.00**	**1,200.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-220-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-220-5260	F I C A / MEDICARE	232.27	13.15	3.85	92.00	92.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**232.27**	**13.15**	**3.85**	**92.00**	**92.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-200-220-5499	SUPPLIES - OTHER	56.16	0.00	218.28	750.00	750.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**56.16**	**0.00**	**218.28**	**750.00**	**750.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-200-220-5599	MISCELLANEOUS OTHER	4,013.16	995.00	950.00	3,800.00	2,500.00	-1,300.00	-34.21%
Total Category: 55 - OTHER EXPENDITURES:		**4,013.16**	**995.00**	**950.00**	**3,800.00**	**2,500.00**	**-1,300.00**	**-34.21%**
Total Activity: 220 - Public Safety Cadet Program (Formerly Exp..		**5,492.58**	**1,008.15**	**1,172.13**	**5,842.00**	**4,542.00**	**-1,300.00**	**-22.25%**
Activity: 270 - Speed Awareness								
Category: 55 - OTHER EXPENDITURES								
01-200-270-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 270 - Speed Awareness:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 365 - Storms								
Category: 54 - SUPPLIES & MATERIALS								
01-200-365-5499	SUPPLIES - OTHER	0.00	324.81	179.97	1,000.00	1,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**324.81**	**179.97**	**1,000.00**	**1,000.00**	**0.00**	**0.00%**
Total Activity: 365 - Storms:		**0.00**	**324.81**	**179.97**	**1,000.00**	**1,000.00**	**0.00**	**0.00%**
Activity: 470 - Special Events								
Category: 51 - SALARY & WAGES								
01-200-470-5102	SALARY - OT @ 1.0	589.45	595.47	1,156.62	0.00	0.00	0.00	0.00%
01-200-470-5103	SALARY - OT @ 1.5	7,653.03	8,918.37	7,911.07	14,808.00	14,808.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-200-470-5120	REGULAR FT SWORN SALARY	239.25	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**8,481.73**	**9,513.84**	**9,067.69**	**14,808.00**	**14,808.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-470-5205	DENTAL	0.72	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5215	HEALTH INSURANCE	35.98	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5220	LIFE INSURANCE W/H	2.14	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5260	F I C A / MEDICARE	647.98	699.66	698.06	0.00	1,133.00	1,133.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**686.82**	**699.66**	**698.06**	**0.00**	**1,133.00**	**1,133.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-200-470-5399	OTHER CONTRACTED SERVICES	1,631.80	1,043.00	0.00	3,550.00	3,550.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,631.80**	**1,043.00**	**0.00**	**3,550.00**	**3,550.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-200-470-5499	SUPPLIES - PD Events	6,556.59	9,086.07	427.34	9,130.00	9,130.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**6,556.59**	**9,086.07**	**427.34**	**9,130.00**	**9,130.00**	**0.00**	**0.00%**
	Total Activity: 470 - Special Events:	**17,356.94**	**20,342.57**	**10,193.09**	**27,488.00**	**28,621.00**	**1,133.00**	**4.12%**
	Total Department: 200 - POLICE DEPARTMENT:	**4,346,866.92**	**4,562,145.54**	**3,141,145.27**	**4,866,157.00**	**5,844,256.00**	**978,099.00**	**20.10%**
	Report Total:	**4,346,866.92**	**4,562,145.54**	**3,141,145.27**	**4,866,157.00**	**5,844,256.00**	**978,099.00**	**20.10%**

Inspections & Code Enforcement Department

Department Overview

The Code Enforcement Department plays a vital role in protecting the health, safety, and quality of life of the community. The Department ensures compliance with local ordinances, zoning regulations, and property maintenance standards through fair, consistent, and proactive enforcement. These efforts help preserve neighborhood integrity, prevent blight, and promote a safe, sustainable environment for residents, businesses, and visitors.

The Department maintains community standards by actively monitoring both residential and commercial areas. Through daily patrols, staff identify potential violations early and respond quickly to concerns, minimizing risks and supporting a high level of service. In addition, the Department works collaboratively with homeowners associations, community groups, and property owners to provide education, guidance, and support in achieving compliance.

Code Enforcement plays an important role in fostering communication and trust between the Town and its residents. By responding promptly to complaints, utilizing tools such as the Citizen Request Tracker, and monitoring community feedback channels, the Department enhances transparency, responsiveness, and public engagement.

Through these efforts, the Department directly advances the Town's strategic priorities. It supports Community Safety and Well-Being by addressing unsafe structures and hazardous conditions, Neighborhood Preservation and Quality of Life by preventing deterioration and maintaining property standards, and Economic Vitality by promoting an attractive and well-maintained environment that encourages investment and business activity. The Department also contributes to Operational Excellence and Good Governance through consistent enforcement practices, clear communication, and accountability.

FY2025 Performance Highlights

The Code Enforcement Department continued to strengthen service delivery and operational effectiveness. The Department maintained a high rate of voluntary compliance through consistent enforcement and improved case management, supported by the implementation of new software systems. Proactive inspection efforts were expanded, including evening and weekend hours, allowing staff to identify and address issues earlier and more efficiently.

Customer service and responsiveness also improved through enhanced internal processes and the use of digital tools, enabling faster response times and clearer communication with residents and property owners throughout the enforcement process.

Key activity levels in FY2025 included:

- 159 rental inspections conducted
- 170 property maintenance complaints investigated
- 134 inoperative vehicle violations addressed

- 77 zoning violations investigated
- 51 health and safety inspections completed
- 54 building violations identified requiring enforcement
- 36 civil citations issued for noncompliance

These metrics reflect the Department's active role in maintaining community standards and addressing a growing volume of enforcement activity.

FY2027 Budget Overview

The FY2027 budget for the Code Enforcement Department is $353,242, representing a 44.80% decrease from FY2026. This reduction is primarily due to inspection-related costs being paid directly by the residents or developer to the vendor rather than through the Town's operating budget.

Personnel costs total $192,780, reflecting a 3.75% increase to support staffing and maintain service levels. The overall budget reflects a continued commitment to effective enforcement while aligning expenditures with operational changes and cost efficiencies.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 230 - INSPECTIONS & ENFORCEMENT							
51 - SALARY & WAGES	$ 183,353	$ 190,576	$ 120,022	$ 185,820	$ 192,780	$ 6,960	3.75
52 - FRINGE BENEFITS	$ 73,437	$ 83,019	$ 66,446	$ 86,890	$ 91,896	$ 5,006	5.76
53 - CONTRACTED SERVICES	$ 681,557	$ 963,915	$ 297,100	$ 357,526	$ 57,770	$ (299,756)	-83.84
54 - SUPPLIES & MATERIALS	$ 8,186	$ 4,913	$ 2,298	$ 9,526	$ 8,326	$ (1,200)	-12.60
55 - OTHER EXPENDITURES	$ 530	$ 523	$ 426	$ 200	$ 2,720	$ 2,520	1260.00
56 - CAPITAL OUTLAY	$ 550	$ 39,131	$ -	$ -	$ -	$ -	0.00
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 947,613**	**$ 1,282,076**	**$ 486,292**	**$ 639,962**	**$ 353,492**	**$ (286,470)**	**-44.76**

FY2027 Priorities

In FY2027, the Code Enforcement Department will focus on modernizing and strengthening the Town's regulatory framework and enforcement practices. A key initiative will be a comprehensive review and update of the Town Code to ensure regulations remain clear, enforceable, and aligned with current community needs and operational practices.

This effort will include:

- Evaluating and updating outdated or conflicting code provisions
- Incorporating best practices from comparable jurisdictions
- Coordinating with departments such as Police and Public Works

Key areas of focus include:

- Updating solicitor and peddler regulations to reflect modern practices
- Enhancing grease interceptor requirements to support environmental protection

- Clarifying burn regulations to ensure compliance with state standards
- Modernizing commercial signage standards to balance economic visibility with community aesthetics and safety

Through these initiatives, the Department will continue to improve enforcement effectiveness, support community standards, and enhance the overall quality of life in the Town.

Inspections & Code Enforcement Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 230 - INSPECTIONS & ENFORCEMENT								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-230-001-5102	SALARY - OT @ 1.0	117.76	53.26	0.00	0.00	0.00	0.00	0.00%
01-230-001-5103	SALARY - OT @ 1.5	741.91	82.83	0.00	500.00	500.00	0.00	0.00%
01-230-001-5110	REGULAR FT CIVILIAN SALARY	182,295.26	190,439.43	120,022.48	185,320.00	192,280.00	6,960.00	3.76%
01-230-001-5160	BONUSES	198.31	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**183,353.24**	**190,575.52**	**120,022.48**	**185,820.00**	**192,780.00**	**6,960.00**	**3.75%**
Category: 52 - FRINGE BENEFITS								
01-230-001-5205	DENTAL	814.83	929.22	605.76	920.00	1,020.00	100.00	10.87%
01-230-001-5215	HEALTH INSURANCE	30,443.38	35,554.98	25,505.84	37,150.00	40,380.00	3,230.00	8.69%
01-230-001-5220	LIFE INSURANCE W/H	1,452.45	1,643.73	737.70	1,590.00	2,230.00	640.00	40.25%
01-230-001-5230	WORKERS' COMPENSATION	6,655.00	8,788.95	6,722.60	8,430.00	7,550.00	-880.00	-10.44%
01-230-001-5245	MSRPS PENSION	20,153.00	21,932.39	23,932.00	24,610.00	25,996.00	1,386.00	5.63%
01-230-001-5260	F I C A / MEDICARE	13,917.94	14,169.65	8,941.75	14,190.00	14,720.00	530.00	3.74%
	Total Category: 52 - FRINGE BENEFITS:	**73,436.60**	**83,018.92**	**66,445.65**	**86,890.00**	**91,896.00**	**5,006.00**	**5.76%**
Category: 53 - CONTRACTED SERVICES								
01-230-001-5300	ADS & NOTICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5312	INSURANCE - LIABILITY	582.00	1,422.29	936.40	1,465.00	1,080.00	-385.00	-26.28%
01-230-001-5316	INSURANCE - VEHICLE	723.05	1,224.30	1,642.23	1,261.00	1,890.00	629.00	49.88%
01-230-001-5325	LICENSES/USER FEES	0.00	189.00	246.00	0.00	0.00	0.00	0.00%
01-230-001-5333	M&R-VEHICLES	1,167.88	2,740.57	450.26	2,000.00	2,000.00	0.00	0.00%
01-230-001-5340	POSTAGE / DELIVERY	546.00	600.41	456.00	300.00	300.00	0.00	0.00%
01-230-001-5345	PRINTING / REPRODUCTION SE	0.00	274.06	174.98	300.00	300.00	0.00	0.00%
01-230-001-5351	PROF SVCS-ATTORNEY	0.00	400.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5355	PROF SVCS-INSPECTION SVCS	662,060.32	955,319.74	289,412.35	350,000.00	50,000.00	-300,000.00	-85.71%
01-230-001-5382	TELEPHONE-WIRELESS-DATA/V	920.53	143.27	0.00	1,000.00	1,000.00	0.00	0.00%
01-230-001-5383	TELEPHONE-WIRELESS-VOICE	2,757.46	1,412.72	1,002.21	1,200.00	1,200.00	0.00	0.00%
01-230-001-5399	OTHER CONTRACTED SERVICES	12,800.00	189.00	2,780.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**681,557.24**	**963,915.36**	**297,100.43**	**357,526.00**	**57,770.00**	**-299,756.00**	**-83.84%**
Category: 54 - SUPPLIES & MATERIALS								
01-230-001-5410	FUEL - GAS/DIESEL/OTHER	7,138.34	3,803.08	1,937.62	6,626.00	6,626.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-230-001-5420	OFFICE SUPPLIES	79.66	366.62	101.96	200.00	200.00	0.00	0.00%
01-230-001-5445	UNIFORMS/SHOES/BOOTS	76.62	334.96	0.00	500.00	500.00	0.00	0.00%
01-230-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	386.97	229.99	0.00	0.00	0.00	0.00%
01-230-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	0.00	1,200.00	0.00	-1,200.00	-100.00%
01-230-001-5499	SUPPLIES - OTHER	891.79	21.14	27.98	1,000.00	1,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**8,186.41**	**4,912.77**	**2,297.55**	**9,526.00**	**8,326.00**	**-1,200.00**	**-12.60%**
Category: 55 - OTHER EXPENDITURES								
01-230-001-5510	DUES/MEMBERSHIPS	60.00	78.75	326.25	0.00	0.00	0.00	0.00%
01-230-001-5525	HOSPITALITY/REFRESHMENTS/	0.00	0.00	0.00	200.00	300.00	100.00	50.00%
01-230-001-5560	REFERENCE MATERIALS-BOOKS	0.00	204.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5571	LODGING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5572	MEALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5574	REGISTRATION	470.00	240.00	100.00	0.00	2,420.00	2,420.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**530.00**	**522.75**	**426.25**	**200.00**	**2,720.00**	**2,520.00**	**1,260.00%**
Total Activity: 001 - General Operations:		**947,063.49**	**1,242,945.32**	**486,292.36**	**639,962.00**	**353,492.00**	**-286,470.00**	**-44.76%**
Total Department: 230 - INSPECTIONS & ENFORCEMENT:		**947,063.49**	**1,242,945.32**	**486,292.36**	**639,962.00**	**353,492.00**	**-286,470.00**	**-44.76%**
Report Total:		**947,063.49**	**1,242,945.32**	**486,292.36**	**639,962.00**	**353,492.00**	**-286,470.00**	**-44.76%**

Emergency Preparedness Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 240 - EMERGENCY PREPAREDNESS								
Activity: 001 - General Operations								
Category: 53 - CONTRACTED SERVICES								
01-240-001-5359	OTHER PROFESSIONAL SERVICE	5,931.25	15,111.03	12,950.02	9,180.00	13,804.00	4,624.00	50.37%
Total Category: 53 - CONTRACTED SERVICES:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**
Total Activity: 001 - General Operations:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**
Total Department: 240 - EMERGENCY PREPAREDNESS:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**
Report Total:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**

Engineering Department

Department Overview

The Engineering Department is being established in FY2027 to strengthen the Town's ability to plan, design, and deliver critical infrastructure and capital improvement projects. This new department will provide dedicated project management and technical support for Public Works, Water, Sewer, and Stormwater operations, ensuring that infrastructure investments are efficiently implemented and aligned with the Town's long-term needs.

The Department will play a central role in coordinating capital projects, managing consultants, supporting construction oversight, and assisting with facility planning and infrastructure improvements. By centralizing these functions, the Engineering Department will improve project delivery, enhance coordination across departments, and ensure consistent application of engineering standards and best practices.

The Engineering Department directly supports the Town's strategic priorities. It advances Operational Excellence by improving project management processes and ensuring efficient use of resources. It contributes to Public Service Readiness by supporting the development and maintenance of critical infrastructure systems. The Department also supports Economic Prosperity by facilitating infrastructure necessary for growth and development, and Good Governance through transparent, well-managed capital planning and execution.

FY2027 Budget Overview

The FY2027 budget establishes the Engineering Department as a new function within the Town's organizational structure. Funding supports the creation of dedicated engineering and project management capacity to oversee an increasing volume of infrastructure and capital improvement projects.

This investment reflects the Town's commitment to proactive infrastructure planning, improved coordination, and long-term asset management. By building internal capacity, the Town will reduce reliance on external resources over time while improving project efficiency and oversight.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 305 - ENGINEERING							
51 - SALARY & WAGES	$ -	$ -	$ -	$ -	$ 141,174	$ 141,174	0.00
52 - FRINGE BENEFITS	$ -	$ -	$ -	$ -	$ 70,086	$ 70,086	0.00
Department Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 211,260**	**$ 211,260**	**0.00**

FY2027 Priorities

In FY2027, the Engineering Department will focus on establishing core functions and supporting priority infrastructure initiatives. Key priorities include:

- Developing standardized project management processes and procedures
- Supporting Public Works, Water, Sewer, and Stormwater capital projects
- Coordinating with departments to identify and prioritize infrastructure needs
- Assisting with facility planning and long-term asset management strategies
- Managing consultant services and improving project oversight
- Enhancing coordination to ensure projects are delivered on time and within budget

The creation of the Engineering Department represents a strategic investment in the Town's future. By strengthening project management and infrastructure planning capabilities, the Department will support efficient service delivery, sustainable growth, and the long-term reliability of the Town's critical systems.

Engineering Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 305 - ENGINEERING								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-305-001-5110	REGULAR FT CIVILIAN SALARY	0.00	0.00	0.00	0.00	141,174.00	141,174.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**0.00**	**0.00**	**0.00**	**0.00**	**141,174.00**	**141,174.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-305-001-5205	DENTAL	0.00	0.00	0.00	0.00	510.00	510.00	0.00%
01-305-001-5215	HEALTH INSURANCE	0.00	0.00	0.00	0.00	32,510.00	32,510.00	0.00%
01-305-001-5220	LIFE INSURANCE W/H	0.00	0.00	0.00	0.00	1,640.00	1,640.00	0.00%
01-305-001-5230	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	5,540.00	5,540.00	0.00%
01-305-001-5245	MSRPS PENSION	0.00	0.00	0.00	0.00	19,086.00	19,086.00	0.00%
01-305-001-5260	F I C A / MEDICARE	0.00	0.00	0.00	0.00	10,800.00	10,800.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**0.00**	**0.00**	**0.00**	**0.00**	**70,086.00**	**70,086.00**	**0.00%**
	Total Activity: 001 - General Operations:	**0.00**	**0.00**	**0.00**	**0.00**	**211,260.00**	**211,260.00**	**0.00%**
	Total Department: 305 - ENGINEERING:	**0.00**	**0.00**	**0.00**	**0.00**	**211,260.00**	**211,260.00**	**0.00%**
	Report Total:	**0.00**	**0.00**	**0.00**	**0.00**	**211,260.00**	**211,260.00**	**0.00%**

Public Works Departments
(General Fund)

Department Overview

The Public Works Department is responsible for maintaining and enhancing the Town's infrastructure to support a high quality of life for residents, businesses, and visitors. The Department provides essential services including road maintenance, park operations, fleet services, and emergency response activities such as snow removal and storm recovery.

Public Works serves as the backbone of municipal operations, ensuring that critical systems function safely, reliably, and efficiently. Through proactive maintenance, capital planning, and service delivery, the Department supports daily operations while preparing infrastructure for future growth.

The Department directly advances the Town's strategic priorities. It supports Operational Excellence through efficient service delivery and infrastructure management, Public Service Readiness by maintaining critical systems and responding to emergencies, and Community Identity by ensuring public spaces are clean, safe, and well-maintained. Public Works also contributes to Economic Prosperity by supporting infrastructure necessary for development and business activity, and to Good Governance through responsible stewardship of public resources.

FY2026 Performance Highlights

In FY2026, the Department made measurable progress across multiple service areas. Key accomplishments included advancement of the Wills Park Playground project and continued improvements to the Public Works yard.

Operational activity remained high, with hundreds of service requests and maintenance activities completed, including infrastructure maintenance. The Department also fleet maintenance operations and Miss Utility locates, demonstrating the broad scope of services provided.

The Department continues to address challenges related to workforce development, fleet modernization, and organizational culture, all of which are critical to long-term service delivery and operational efficiency.

FY2027 Budget Overview

The FY2027 Public Works budget reflects a balanced approach to maintaining service levels while investing in infrastructure, personnel, and equipment across multiple divisions:

- **Public Works Administration:** $707,371 (**-7.65%**)
- **Facility Operations:** $2,324,037 (**+4.22%**)

- **Fleet Maintenance:** $152,172 (**-17.02%**)
- **Streets:** $1,649,446 (**+16.50%**)
- **Parks:** $2,347,200 (**+4.10%**)

Key investments include facility improvements, fleet replacement, roadway rehabilitation, and park enhancements, while cost reductions reflect efficiencies such as staffing adjustments and prior capital purchases.

FY2027 Priorities

In FY2027, the Public Works Department will focus on:

- Continuing organizational culture improvements and workforce development
- Advancing infrastructure maintenance
- Supporting recruitment and retention of skilled staff
- Modernizing fleet and equipment to improve service reliability

Public Works Administration Department Description:

The Public Works Administration is essential to ensuring the Town's infrastructure and facilities are well-maintained, functional, and aligned with the community's needs. This department oversees the supervision and administration of various public works functions, including facilities management, operations and maintenance, and capital planning, all of which are crucial for supporting the Town's vision and mission.

The department directs resources toward providing reliable, efficient, and effective facilities that serve as the foundation for municipal services. These facilities not only ensure the safety and comfort of Town employees but also offer residents, elected officials, and visitors a welcoming, functional environment. Public Works Administration is committed to maintaining high standards of service that are competent, courteous, and customer-oriented, ensuring that all stakeholders receive the support they need.

Investing in Public Works Administration is critical for maintaining the Town's infrastructure and facilities, enabling the department to support the growth and development of the community. Adequate funding ensures that resources are allocated effectively to provide consistent, high-quality services that improve the quality of life for residents and facilitate the work of Town staff and officials.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 300 - PUBLIC WORKS ADMINISTRATION							
51 - SALARY & WAGES	$ 444,094	$ 387,044	$ 223,574	$ 358,209	$ 389,287	$ 31,078	8.68
52 - FRINGE BENEFITS	$ 152,190	$ 162,445	$ 107,310	$ 145,893	$ 158,764	$ 12,871	8.82
53 - CONTRACTED SERVICES	$ 34,963	$ 37,366	$ 10,967	$ 121,078	$ 32,720	$ (88,358)	-72.98
54 - SUPPLIES & MATERIALS	$ 10,328	$ 6,662	$ 6,394	$ 12,354	$ 8,600	$ (3,754)	-30.39
55 - OTHER EXPENDITURES	$ 15,087	$ 10,713	$ 6,577	$ 13,460	$ 18,000	$ 4,540	33.73
56 - CAPITAL OUTLAY	$ 7,168	$ -	$ -	$ 115,000	$ 100,000	$ (15,000)	-13.04
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 663,831**	**$ 604,231**	**$ 354,823**	**$ 765,994**	**$ 707,371**	**$ (58,623)**	**-7.65**

Public Works Administration Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 300 - PUBLIC WORKS ADMINISTRATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-300-001-5102	SALARY - OT @ 1.0	0.48	374.41	44.56	0.00	0.00	0.00	0.00%
01-300-001-5103	SALARY - OT @ 1.5	3,489.18	1,466.70	314.69	1,000.00	1,000.00	0.00	0.00%
01-300-001-5110	REGULAR FT CIVILIAN SALARY	438,701.78	385,203.25	223,215.02	357,209.00	388,287.00	31,078.00	8.70%
01-300-001-5160	BONUSES	1,902.95	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**444,094.39**	**387,044.36**	**223,574.27**	**358,209.00**	**389,287.00**	**31,078.00**	**8.68%**
Category: 52 - FRINGE BENEFITS								
01-300-001-5205	DENTAL	1,795.16	1,567.84	927.58	1,840.00	2,040.00	200.00	10.87%
01-300-001-5215	HEALTH INSURANCE	56,208.17	50,786.86	31,405.92	56,090.00	60,920.00	4,830.00	8.61%
01-300-001-5220	LIFE INSURANCE W/H	3,164.47	3,147.62	2,217.42	3,060.00	4,510.00	1,450.00	47.39%
01-300-001-5230	WORKERS' COMPENSATION	12,356.00	14,819.30	8,729.56	10,040.00	9,070.00	-970.00	-9.66%
01-300-001-5245	MSRPS PENSION	44,374.97	62,662.95	47,005.00	47,436.00	52,494.00	5,058.00	10.66%
01-300-001-5260	F I C A / MEDICARE	32,521.01	29,460.54	17,024.41	27,427.00	29,730.00	2,303.00	8.40%
01-300-001-5270	EMPLOYEE - DRUG TESTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5280	EMPLOYEE - HEALTH EXAMS	1,770.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**152,189.78**	**162,445.11**	**107,309.89**	**145,893.00**	**158,764.00**	**12,871.00**	**8.82%**
Category: 53 - CONTRACTED SERVICES								
01-300-001-5300	ADS & NOTICES	264.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5310	INSURANCE - FLOOD	146.39	158.37	139.90	163.00	170.00	7.00	4.29%
01-300-001-5312	INSURANCE - LIABILITY	1,299.45	1,210.45	1,869.20	1,247.00	2,160.00	913.00	73.22%
01-300-001-5314	INSURANCE - PROPERTY	1,474.98	1,521.69	1,895.47	1,567.00	2,180.00	613.00	39.12%
01-300-001-5316	INSURANCE - VEHICLE	1,559.23	874.72	701.30	901.00	1,610.00	709.00	78.69%
01-300-001-5325	LICENSES/USER FEES	19,079.96	19,361.28	4,545.26	21,400.00	21,400.00	0.00	0.00%
01-300-001-5333	M&R-VEHICLES	940.56	284.56	60.00	1,000.00	1,000.00	0.00	0.00%
01-300-001-5345	PRINTING / REPRODUCTION SE	280.77	115.52	0.00	0.00	0.00	0.00	0.00%
01-300-001-5351	PROF SVCS-ATTORNEY	200.00	900.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	0.00	90,000.00	0.00	-90,000.00	-100.00%
01-300-001-5382	TELEPHONE-WIRELESS-DATA/V	2,700.82	3,524.19	825.44	3,000.00	3,000.00	0.00	0.00%
01-300-001-5383	TELEPHONE-WIRELESS-VOICE	1,617.00	1,237.50	930.70	1,800.00	1,200.00	-600.00	-33.33%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-300-001-5399	OTHER CONTRACTED SERVICES	5,400.33	8,177.32	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**34,963.49**	**37,365.60**	**10,967.27**	**121,078.00**	**32,720.00**	**-88,358.00**	**-72.98%**
Category: 54 - SUPPLIES & MATERIALS								
01-300-001-5410	FUEL - GAS/DIESEL/OTHER	5,965.19	1,761.73	1,707.75	3,404.00	3,600.00	196.00	5.76%
01-300-001-5420	OFFICE SUPPLIES	1,629.29	782.48	649.72	1,500.00	1,500.00	0.00	0.00%
01-300-001-5445	UNIFORMS/SHOES/BOOTS	1,233.44	2,233.87	1,201.19	3,450.00	3,500.00	50.00	1.45%
01-300-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	1,938.74	4,000.00	0.00	-4,000.00	-100.00%
01-300-001-5458	SM CAP - OTHER EQUIP	0.00	229.99	151.60	0.00	0.00	0.00	0.00%
01-300-001-5499	SUPPLIES - OTHER	1,500.10	1,654.42	745.28	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**10,328.02**	**6,662.49**	**6,394.28**	**12,354.00**	**8,600.00**	**-3,754.00**	**-30.39%**
Category: 55 - OTHER EXPENDITURES								
01-300-001-5510	DUES/MEMBERSHIPS	548.33	433.00	449.00	800.00	800.00	0.00	0.00%
01-300-001-5525	HOSPITALITY/REFRESHMENTS/	1,978.77	4,915.66	608.04	4,500.00	4,500.00	0.00	0.00%
01-300-001-5570	INCIDENTALS-PARKING, TOLLS,	285.26	60.00	114.00	60.00	100.00	40.00	66.67%
01-300-001-5571	LODGING	3,078.56	0.00	978.49	2,400.00	2,600.00	200.00	8.33%
01-300-001-5572	MEALS	364.00	103.95	508.15	900.00	1,000.00	100.00	11.11%
01-300-001-5573	MILEAGE-LOCAL	0.00	0.00	754.60	0.00	0.00	0.00	0.00%
01-300-001-5574	REGISTRATION	8,489.00	5,200.68	2,625.00	2,000.00	6,000.00	4,000.00	200.00%
01-300-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	343.26	0.00	0.00	2,800.00	3,000.00	200.00	7.14%
01-300-001-5599	MISCELLANEOUS OTHER	0.00	0.00	539.73	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**15,087.18**	**10,713.29**	**6,577.01**	**13,460.00**	**18,000.00**	**4,540.00**	**33.73%**
Total Activity: 001 - General Operations:		**656,662.86**	**604,230.85**	**354,822.72**	**650,994.00**	**607,371.00**	**-43,623.00**	**-6.70%**
Total Department: 300 - PUBLIC WORKS ADMINISTRATION:		**656,662.86**	**604,230.85**	**354,822.72**	**650,994.00**	**607,371.00**	**-43,623.00**	**-6.70%**
Report Total:		**656,662.86**	**604,230.85**	**354,822.72**	**650,994.00**	**607,371.00**	**-43,623.00**	**-6.70%**

Public Works Facility Maintenance Department Description:

The Public Works Facility Operations Department is responsible for managing and maintaining all public facilities in the Town of La Plata, ensuring they are safe, functional, and well-maintained. This department oversees the comprehensive operations required for the upkeep of various Town properties, including Town Hall, the Police Department Station, the Public Works Building, four residential rental properties, the Wills Park Community Building, Train Station Museum, Fire Station, police storage facilities, the Dorchester Community Center, Town Hall concession stand, Tilghman Lake bathroom, and two Town signs.

To efficiently manage these facilities, the Town employs a third-party contractor to provide specialized facility management labor. This approach ensures that the department can maintain the buildings to a high standard while managing operational costs effectively.

Investing in the Public Works Facility Operations Department is essential to maintaining the Town's physical assets, ensuring that all facilities are fully functional, safe, and accessible to residents, staff, and visitors. Adequate funding allows the department to meet the operational and maintenance needs of these diverse properties, supporting the long-term sustainability and service delivery of the Town's public spaces and resources.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 310 - FACILITIES MAINT & OPERATIONS							
51 - SALARY & WAGES	$ 65,608	$ 99,401	$ 67,355	$ 110,299	$ 204,178	$ 93,879	85.11
52 - FRINGE BENEFITS	$ 35,372	$ 45,234	$ 46,580	$ 53,514	$ 121,508	$ 67,994	127.06
53 - CONTRACTED SERVICES	$ 316,351	$ 347,144	$ 267,538	$ 250,693	$ 330,801	$ 80,108	31.95
54 - SUPPLIES & MATERIALS	$ 10,444	$ 27,957	$ 12,340	$ 19,504	$ 23,550	$ 4,046	20.74
55 - OTHER EXPENDITURES	$ -	$ 354	$ -	$ -	$ -	$ -	0.00
56 - CAPITAL OUTLAY	$ 5,476	$ 15,023	$ 16,581	$ 1,645,825	$ 1,644,000	$ (1,825)	-0.11
59 - OTHER FINANCING USES	$ 150,000	$ 150,000	$ 75,000	$ 150,000	$ -	$ (150,000)	-100.00
Department Total	**$ 583,251**	**$ 685,112**	**$ 485,394**	**$ 2,229,835**	**$ 2,324,037**	**$ 94,202**	**4.22**

Facilities Maintenance Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 310 - FACILITIES MAINT & OPERATIONS								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-310-001-5100	SALARY - PT	0.00	3,915.04	3,569.18	0.00	0.00	0.00	0.00%
01-310-001-5102	SALARY - OT @ 1.0	5.49	533.61	393.53	0.00	0.00	0.00	0.00%
01-310-001-5103	SALARY - OT @ 1.5	101.37	1,880.18	1,163.90	0.00	0.00	0.00	0.00%
01-310-001-5110	REGULAR FT CIVILIAN SALARY	58,145.56	86,734.43	56,985.48	97,279.00	186,525.00	89,246.00	91.74%
01-310-001-5160	MERIT/BONUSES	191.45	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**58,443.87**	**93,063.26**	**62,112.09**	**97,279.00**	**186,525.00**	**89,246.00**	**91.74%**
Category: 52 - FRINGE BENEFITS								
01-310-001-5205	DENTAL	467.07	746.73	499.80	770.00	1,390.00	620.00	80.52%
01-310-001-5215	HEALTH INSURANCE	19,707.24	22,241.07	20,852.23	23,460.00	65,470.00	42,010.00	179.07%
01-310-001-5220	LIFE INSURANCE W/H	580.51	840.25	572.15	1,130.00	2,080.00	950.00	84.07%
01-310-001-5230	WORKERS' COMPENSATION	2,660.00	4,188.34	3,486.48	4,440.00	7,340.00	2,900.00	65.32%
01-310-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	1,749.00	1,749.00	0.00%
01-310-001-5245	MSRPS PENSION	7,116.88	9,623.70	15,557.00	14,642.00	27,060.00	12,418.00	84.81%
01-310-001-5260	F I C A / MEDICARE	4,292.20	7,109.25	4,845.33	7,470.00	14,310.00	6,840.00	91.57%
	Total Category: 52 - FRINGE BENEFITS:	**34,823.90**	**44,749.34**	**45,812.99**	**51,912.00**	**119,399.00**	**67,487.00**	**130.00%**
Category: 53 - CONTRACTED SERVICES								
01-310-001-5310	INSURANCE - FLOOD	146.39	159.36	707.16	164.00	820.00	656.00	400.00%
01-310-001-5312	INSURANCE - LIABILITY	356.03	590.10	1,012.02	608.00	2,260.00	1,652.00	271.71%
01-310-001-5314	INSURANCE - PROPERTY	1,476.83	1,570.81	9,649.91	1,618.00	11,070.00	9,452.00	584.18%
01-310-001-5316	INSURANCE - VEHICLE	641.73	641.89	723.30	661.00	830.00	169.00	25.57%
01-310-001-5333	M&R-VEHICLES	602.70	7.35	660.41	1,000.00	1,000.00	0.00	0.00%
01-310-001-5338	M&R-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-001-5360	RENTS	0.00	0.00	0.00	0.00	62,000.00	62,000.00	0.00%
01-310-001-5382	TELEPHONE-WIRELESS-DATA/V	480.12	480.12	320.08	500.00	600.00	100.00	20.00%
01-310-001-5383	TELEPHONE-WIRELESS-VOICE	412.50	302.80	573.12	400.00	1,800.00	1,400.00	350.00%
01-310-001-5399	OTHER CONTRACTED SERVICES	17,391.77	80,706.37	58,021.14	5,000.00	5,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**21,508.07**	**84,458.80**	**71,667.14**	**9,951.00**	**85,380.00**	**75,429.00**	**758.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-001-5405	CUSTODIAL SUPPLIES	50.18	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-310-001-5410	FUEL - GAS/DIESEL/OTHER	929.60	812.58	722.60	1,196.00	2,500.00	1,304.00	109.03%
01-310-001-5415	MAINTENANCE/SHOP SUPPLIES	1,484.55	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-001-5445	UNIFORMS/SHOES/BOOTS	0.00	1,268.33	1,404.75	1,608.00	2,000.00	392.00	24.38%
01-310-001-5499	SUPPLIES - OTHER	272.65	195.59	481.54	300.00	400.00	100.00	33.33%
	Total Category: 54 - SUPPLIES & MATERIALS:	**2,736.98**	**2,276.50**	**2,608.89**	**3,104.00**	**4,900.00**	**1,796.00**	**57.86%**
	Total Activity: 001 - General Operations:	**117,512.82**	**224,547.90**	**182,201.11**	**162,246.00**	**396,204.00**	**233,958.00**	**144.20%**
Activity: 880 - LPVFD								
Category: 59 - OTHER FINANCING USES								
01-310-880-5909	OTHER LOAN PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 880 - LPVFD:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 900 - Town Hall								
Category: 51 - SALARY & WAGES								
01-310-900-5100	SALARY - PT	4,656.73	4,119.59	3,407.99	9,105.00	13,738.00	4,633.00	50.88%
	Total Category: 51 - SALARY & WAGES:	**4,656.73**	**4,119.59**	**3,407.99**	**9,105.00**	**13,738.00**	**4,633.00**	**50.88%**
Category: 52 - FRINGE BENEFITS								
01-310-900-5230	WORKMAN'S COMPENSATION	0.00	0.00	257.00	420.00	550.00	130.00	30.95%
01-310-900-5260	F I C A / MEDICARE	356.27	315.13	260.75	700.00	1,060.00	360.00	51.43%
	Total Category: 52 - FRINGE BENEFITS:	**356.27**	**315.13**	**517.75**	**1,120.00**	**1,610.00**	**490.00**	**43.75%**
Category: 53 - CONTRACTED SERVICES								
01-310-900-5330	M&R-BUILDINGS	3,001.03	8,860.79	8,673.56	6,500.00	10,000.00	3,500.00	53.85%
01-310-900-5338	M&R-OTHER	9,697.18	1,198.00	724.20	0.00	0.00	0.00	0.00%
01-310-900-5370	ELECTRICITY-TOWN HALL	5,962.65	19,379.52	15,738.54	21,712.00	22,000.00	288.00	1.33%
01-310-900-5373	INTERNET SERVICE	2,079.87	1,919.88	319.98	2,000.00	2,000.00	0.00	0.00%
01-310-900-5399	OTHER CONTRACTED SERVICES	106,328.80	53,306.78	17,065.57	55,858.00	42,125.00	-13,733.00	-24.59%
	Total Category: 53 - CONTRACTED SERVICES:	**127,069.53**	**84,664.97**	**42,521.85**	**86,070.00**	**76,125.00**	**-9,945.00**	**-11.55%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-900-5405	CUSTODIAL SUPPLIES	1,328.54	1,049.85	1,194.80	1,250.00	1,500.00	250.00	20.00%
01-310-900-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-900-5430	REPAIR/REPLACEMENT PARTS/	78.11	3,948.26	0.00	500.00	500.00	0.00	0.00%
01-310-900-5450	SM CAP - BUILDING/SITE IMPR	0.00	15,290.00	0.00	0.00	0.00	0.00	0.00%
01-310-900-5499	TOWN HALL-SUPPLIES - OTHER	429.51	272.53	265.97	500.00	500.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**1,836.16**	**20,560.64**	**1,460.77**	**2,250.00**	**2,500.00**	**250.00**	**11.11%**
	Total Activity: 900 - Town Hall:	**133,918.69**	**109,660.33**	**47,908.36**	**98,545.00**	**93,973.00**	**-4,572.00**	**-4.64%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 901 - LPPD Station								
Category: 51 - SALARY & WAGES								
01-310-901-5100	SALARY - PT	2,507.50	2,218.27	1,834.89	3,915.00	3,915.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**2,507.50**	**2,218.27**	**1,834.89**	**3,915.00**	**3,915.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-310-901-5230	WORKMAN'S COMPENSATION	0.00	0.00	109.00	181.00	181.00	0.00	0.00%
01-310-901-5260	F I C A / MEDICARE	191.80	169.70	140.33	301.00	318.00	17.00	5.65%
	Total Category: 52 - FRINGE BENEFITS:	**191.80**	**169.70**	**249.33**	**482.00**	**499.00**	**17.00**	**3.53%**
Category: 53 - CONTRACTED SERVICES								
01-310-901-5330	M&R-BUILDINGS	729.49	11,489.49	-293.42	5,000.00	5,000.00	0.00	0.00%
01-310-901-5338	M&R-OTHER	3,586.00	1,522.76	0.00	5,000.00	5,000.00	0.00	0.00%
01-310-901-5370	ELECTRICITY-POLICE STN	7,418.36	9,339.33	7,129.18	10,624.00	10,624.00	0.00	0.00%
01-310-901-5371	NATURAL GAS/PROPANE/HEAT	5,888.53	7,779.51	5,214.11	7,000.00	7,000.00	0.00	0.00%
01-310-901-5373	INTERNET SERVICE	3,331.29	3,928.29	2,556.59	3,600.00	3,600.00	0.00	0.00%
01-310-901-5399	OTHER CONTRACTED SERVICES	21,298.90	11,609.97	5,261.12	9,256.00	8,056.00	-1,200.00	-12.96%
	Total Category: 53 - CONTRACTED SERVICES:	**42,252.57**	**45,669.35**	**19,867.58**	**40,480.00**	**39,280.00**	**-1,200.00**	**-2.96%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-901-5405	CUSTODIAL SUPPLIES	1,160.53	987.32	996.38	750.00	750.00	0.00	0.00%
01-310-901-5430	REPAIR/REPLACEMENT PARTS/	0.00	185.00	0.00	0.00	0.00	0.00	0.00%
01-310-901-5499	SUPPLIES - OTHER	514.39	450.44	188.58	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**1,674.92**	**1,622.76**	**1,184.96**	**750.00**	**750.00**	**0.00**	**0.00%**
	Total Activity: 901 - LPPD Station:	**46,626.79**	**49,680.08**	**23,136.76**	**45,627.00**	**44,444.00**	**-1,183.00**	**-2.59%**
Activity: 902 - Public Works Building								
Category: 53 - CONTRACTED SERVICES								
01-310-902-5330	M&R-BUILDINGS	1,134.64	7,828.36	8,318.99	5,000.00	7,500.00	2,500.00	50.00%
01-310-902-5338	M&R-OTHER	2,532.57	4,328.00	3,420.00	5,000.00	5,000.00	0.00	0.00%
01-310-902-5370	ELECTRICITY-PUBLIC WORKS BL	6,767.48	8,335.22	6,294.27	9,288.00	9,300.00	12.00	0.13%
01-310-902-5371	NATURAL GAS/PROPANE/HEAT	12,624.13	13,899.65	11,662.54	14,000.00	14,000.00	0.00	0.00%
01-310-902-5373	INTERNET SERVICE	1,429.87	1,209.89	1,594.18	1,400.00	2,800.00	1,400.00	100.00%
01-310-902-5399	OTHER CONTRACTED SERVICES	14,842.49	13,268.16	8,429.23	16,750.00	17,236.00	486.00	2.90%
	Total Category: 53 - CONTRACTED SERVICES:	**39,331.18**	**48,869.28**	**39,719.21**	**51,438.00**	**55,836.00**	**4,398.00**	**8.55%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-902-5405	CUSTODIAL SUPPLIES	706.75	697.98	365.93	700.00	700.00	0.00	0.00%
01-310-902-5410	FUEL - GAS/DIESEL/OTHER	208.91	0.00	0.00	300.00	300.00	0.00	0.00%
01-310-902-5415	MAINTENANCE/SHOP SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5440	TOOLS/EQUIPMENT	87.25	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5450	SM CAP - BUILDING/SITE IMPR	0.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-310-902-5499	SUPPLIES - OTHER	1,292.47	146.08	17.36	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**2,295.38**	**844.06**	**383.29**	**11,000.00**	**11,000.00**	**0.00**	**0.00%**
Total Activity: 902 - Public Works Building:		**41,626.56**	**49,713.34**	**40,102.50**	**62,438.00**	**66,836.00**	**4,398.00**	**7.04%**
Activity: 904 - 107 Maple								
Category: 53 - CONTRACTED SERVICES								
01-310-904-5338	M&R-OTHER	40.81	403.34	41.76	0.00	0.00	0.00	0.00%
01-310-904-5370	ELECTRICITY-107 MAPLE	138.29	149.55	114.03	165.00	165.00	0.00	0.00%
01-310-904-5371	NATURAL GAS/PROPANE/HEAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-904-5399	OTHER CONTRACTED SERVICES	400.00	491.96	1,215.30	1,200.00	5,135.00	3,935.00	327.92%
Total Category: 53 - CONTRACTED SERVICES:		**579.10**	**1,044.85**	**1,371.09**	**1,365.00**	**5,300.00**	**3,935.00**	**288.28%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-904-5430	REPAIR/REPLACEMENT PARTS/	0.00	712.53	0.00	1,000.00	1,000.00	0.00	0.00%
01-310-904-5499	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**712.53**	**0.00**	**1,000.00**	**1,000.00**	**0.00**	**0.00%**
Total Activity: 904 - 107 Maple:		**579.10**	**1,757.38**	**1,371.09**	**2,365.00**	**6,300.00**	**3,935.00**	**166.38%**
Activity: 905 - Wills Park Community Bldg								
Category: 53 - CONTRACTED SERVICES								
01-310-905-5330	M&R-BUILDINGS	84.64	1,045.80	850.15	500.00	1,000.00	500.00	100.00%
01-310-905-5338	M&R-OTHER	565.00	98.78	0.00	0.00	0.00	0.00	0.00%
01-310-905-5370	ELECTRICITY-WILLS PRK COM C	3,145.39	3,640.26	2,745.12	4,066.00	4,100.00	34.00	0.84%
01-310-905-5371	NATURAL GAS/PROPANE/HEAT	718.96	1,327.98	1,314.44	2,000.00	2,000.00	0.00	0.00%
01-310-905-5399	OTHER CONTRACTED SERVICES	18,147.16	5,231.70	875.86	1,815.00	1,870.00	55.00	3.03%
Total Category: 53 - CONTRACTED SERVICES:		**22,661.15**	**11,344.52**	**5,785.57**	**8,381.00**	**8,970.00**	**589.00**	**7.03%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-905-5405	CUSTODIAL SUPPLIES	414.97	436.07	326.05	500.00	600.00	100.00	20.00%
01-310-905-5430	REPAIR/REPLACEMENT PARTS/	361.44	662.54	8.68	600.00	500.00	-100.00	-16.67%
Total Category: 54 - SUPPLIES & MATERIALS:		**776.41**	**1,098.61**	**334.73**	**1,100.00**	**1,100.00**	**0.00**	**0.00%**
Total Activity: 905 - Wills Park Community Bldg:		**23,437.56**	**12,443.13**	**6,120.30**	**9,481.00**	**10,070.00**	**589.00**	**6.21%**
Activity: 906 - Train Station								
Category: 53 - CONTRACTED SERVICES								
01-310-906-5338	M&R-OTHER	81.13	506.60	0.00	1,000.00	750.00	-250.00	-25.00%
01-310-906-5353	PROF SVCS-CONTRACTOR	65.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-906-5370	ELECTRICITY-TRAIN STN.	2,005.11	2,248.86	2,095.39	2,843.00	2,750.00	-93.00	-3.27%
01-310-906-5399	OTHER CONTRACTED SERVICES	3,488.04	3,607.91	3,018.38	3,350.00	2,978.00	-372.00	-11.10%
Total Category: 53 - CONTRACTED SERVICES:		**5,639.28**	**6,363.37**	**5,113.77**	**7,193.00**	**6,478.00**	**-715.00**	**-9.94%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-310-906-5430	REPAIR/REPLACEMENT PARTS/	46.60	110.53	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**46.60**	**110.53**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 906 - Train Station:		**5,685.88**	**6,473.90**	**5,113.77**	**7,193.00**	**6,478.00**	**-715.00**	**-9.94%**
Activity: 907 - Fire Station								
Category: 53 - CONTRACTED SERVICES								
01-310-907-5330	M&R-BUILDINGS	540.00	346.30	0.00	1,000.00	750.00	-250.00	-25.00%
01-310-907-5338	M&R-OTHER	900.00	0.00	500.00	0.00	0.00	0.00	0.00%
01-310-907-5370	ELECTRICITY-FIRE STN	2,503.59	3,129.53	2,204.16	3,468.00	3,000.00	-468.00	-13.49%
01-310-907-5371	NATURAL GAS/PROPANE/HEAT	308.81	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-907-5399	OTHER CONTRACTED SERVICES	7,451.18	1,876.44	2,774.31	1,680.00	5,768.00	4,088.00	243.33%
Total Category: 53 - CONTRACTED SERVICES:		**11,703.58**	**5,352.27**	**5,478.47**	**6,148.00**	**9,518.00**	**3,370.00**	**54.81%**
Total Activity: 907 - Fire Station:		**11,703.58**	**5,352.27**	**5,478.47**	**6,148.00**	**9,518.00**	**3,370.00**	**54.81%**
Activity: 908 - Old PW Office								
Category: 53 - CONTRACTED SERVICES								
01-310-908-5338	M&R-OTHER-400 DORCHESTER	2,437.37	0.00	540.00	1,000.00	1,000.00	0.00	0.00%
01-310-908-5370	ELECTRICITY-400 DORCHESTER	876.56	1,458.10	1,004.15	1,678.00	1,678.00	0.00	0.00%
01-310-908-5373	INTERNET SERVICE	2,388.60	1,994.45	0.00	2,500.00	2,500.00	0.00	0.00%
01-310-908-5380	TELEPHONE-LOCAL SERVICE	847.09	568.21	0.00	410.00	410.00	0.00	0.00%
01-310-908-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**6,549.62**	**4,020.76**	**1,544.15**	**5,588.00**	**5,588.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-908-5499	SUPPLIES - OTHER	67.92	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**67.92**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 908 - Old PW Office:		**6,617.54**	**4,020.76**	**1,544.15**	**5,588.00**	**5,588.00**	**0.00**	**0.00%**
Activity: 909 - Old PW Shop								
Category: 53 - CONTRACTED SERVICES								
01-310-909-5330	M&R-BUILDINGS-402 POTOMA	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-909-5338	M&R-OTHER-402 POTOMAC A	0.00	0.00	40.00	0.00	0.00	0.00	0.00%
01-310-909-5370	ELECTRICITY-402 POTOMAC AV	731.43	880.50	565.10	923.00	900.00	-23.00	-2.49%
01-310-909-5371	NAT GAS/PROPANE/HEATING (	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**731.43**	**880.50**	**605.10**	**923.00**	**900.00**	**-23.00**	**-2.49%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-909-5499	SUPPLIES-OTH-402 POTOMAC	40.00	0.00	0.00	100.00	100.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**40.00**	**0.00**	**0.00**	**100.00**	**100.00**	**0.00**	**0.00%**
Total Activity: 909 - Old PW Shop:		**771.43**	**880.50**	**605.10**	**1,023.00**	**1,000.00**	**-23.00**	**-2.25%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 910 - Old Inspection Shop								
Category: 53 - CONTRACTED SERVICES								
01-310-910-5338	M&R-OTHER-500 DORCHESTEF	2,993.46	1,018.51	26,153.50	0.00	0.00	0.00	0.00%
01-310-910-5370	ELECTRICITY-500 DORCHESTER	3,362.90	5,429.26	2,366.90	4,797.00	4,797.00	0.00	0.00%
01-310-910-5371	HEATING OIL--500 DORCHESTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-910-5373	INTERNET SERVICE --500 DORC	2,794.44	2,794.44	1,862.96	3,300.00	3,300.00	0.00	0.00%
01-310-910-5380	TELEPHONE-LOCAL SVc- 500 D(	1,143.40	1,294.97	920.86	1,300.00	1,300.00	0.00	0.00%
01-310-910-5399	OTH CONTRACTED SVCS-500 D	334.24	932.36	-39.58	500.00	500.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**10,628.44**	**11,469.54**	**31,264.64**	**9,897.00**	**9,897.00**	**0.00**	**0.00%**
	Total Activity: 910 - Old Inspection Shop :	**10,628.44**	**11,469.54**	**31,264.64**	**9,897.00**	**9,897.00**	**0.00**	**0.00%**
Activity: 912 - Park & Ride Lot								
Category: 53 - CONTRACTED SERVICES								
01-310-912-5399	OTHR CNTR SVC	15,872.00	7,479.31	3,734.84	5,000.00	5,487.00	487.00	9.74%
	Total Category: 53 - CONTRACTED SERVICES:	**15,872.00**	**7,479.31**	**3,734.84**	**5,000.00**	**5,487.00**	**487.00**	**9.74%**
	Total Activity: 912 - Park & Ride Lot:	**15,872.00**	**7,479.31**	**3,734.84**	**5,000.00**	**5,487.00**	**487.00**	**9.74%**
Activity: 913 - 112 St Mary's Ave								
Category: 53 - CONTRACTED SERVICES								
01-310-913-5330	M&R-112 ST MARY"S	2,841.21	6,312.53	5,670.85	1,000.00	1,000.00	0.00	0.00%
01-310-913-5370	ELECTRICITY-`112 ST MARY"S	0.00	442.45	654.88	1,946.00	500.00	-1,446.00	-74.31%
01-310-913-5371	HEATING OIL-112 ST MARY'S A'	0.00	1,491.57	0.00	0.00	0.00	0.00	0.00%
01-310-913-5399	112 ST MARY'S - OTHER CONTF	0.00	0.00	4,070.40	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,841.21**	**8,246.55**	**10,396.13**	**2,946.00**	**1,500.00**	**-1,446.00**	**-49.08%**
Category: 55 - OTHER EXPENDITURES								
01-310-913-5538	INTEREST-OTHER-112 ST MARY	0.00	353.74	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**353.74**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 913 - 112 St Mary's Ave:	**2,841.21**	**8,600.29**	**10,396.13**	**2,946.00**	**1,500.00**	**-1,446.00**	**-49.08%**
Activity: 914 - 118 St Mary's Ave								
Category: 53 - CONTRACTED SERVICES								
01-310-914-5330	M&R-BUILDINGS-118 ST MARY	98.25	2,922.60	4,206.73	1,000.00	1,000.00	0.00	0.00%
01-310-914-5370	ELECTRICITY-118 ST MARY'S	112.64	242.00	98.28	246.00	246.00	0.00	0.00%
01-310-914-5371	HEATING OIL-118 ST MARY'S	1,331.27	1,726.55	1,010.59	0.00	0.00	0.00	0.00%
01-310-914-5399	OTHER CONTRACTED SERVICES	2,779.05	355.00	5,174.40	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**4,321.21**	**5,246.15**	**10,490.00**	**1,246.00**	**1,246.00**	**0.00**	**0.00%**
	Total Activity: 914 - 118 St Mary's Ave:	**4,321.21**	**5,246.15**	**10,490.00**	**1,246.00**	**1,246.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 915 - 302 Queen Anne St								
Category: 53 - CONTRACTED SERVICES								
01-310-915-5314	302 QUEEN ANNE-Prop Ins	0.00	17.00	0.00	0.00	0.00	0.00	0.00%
01-310-915-5330	M&R-BUILDINGS	0.00	2,428.17	1,343.32	1,000.00	1,000.00	0.00	0.00%
01-310-915-5370	ELECTRICITY-302 QUEEN ANNE	448.45	1,807.03	1,961.90	3,330.00	3,330.00	0.00	0.00%
01-310-915-5373	INTERNET SERVICE	0.00	1,242.67	1,053.78	1,848.00	1,848.00	0.00	0.00%
01-310-915-5399	OTHER CONTRACTED SERVICES	0.00	4,246.40	4,288.97	1,200.00	4,329.00	3,129.00	260.75%
	Total Category: 53 - CONTRACTED SERVICES:	**448.45**	**9,741.27**	**8,647.97**	**7,378.00**	**10,507.00**	**3,129.00**	**42.41%**
	Total Activity: 915 - 302 Queen Anne St:	**448.45**	**9,741.27**	**8,647.97**	**7,378.00**	**10,507.00**	**3,129.00**	**42.41%**
Activity: 916 - TOWN HALL CONCESSION STAND								
Category: 53 - CONTRACTED SERVICES								
01-310-916-5370	ELECTRICITY- TH CONCESSION	2,741.38	3,847.14	2,160.64	4,131.00	4,131.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,741.38**	**3,847.14**	**2,160.64**	**4,131.00**	**4,131.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-916-5499	SUPPLIES - OTHER	31.92	273.68	59.82	200.00	200.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**31.92**	**273.68**	**59.82**	**200.00**	**200.00**	**0.00**	**0.00%**
	Total Activity: 916 - TOWN HALL CONCESSION STAND:	**2,773.30**	**4,120.82**	**2,220.46**	**4,331.00**	**4,331.00**	**0.00**	**0.00%**
Activity: 917 - 206 WASHINGTON AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-917-5338	M&R-OTHER	18.49	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**18.49**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 917 - 206 WASHINGTON AVE:	**18.49**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 918 - 208 WASHINGTON AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-918-5370	ELECTRICITY-208 WASHINGTON	110.82	119.75	21.27	134.00	134.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**110.82**	**119.75**	**21.27**	**134.00**	**134.00**	**0.00**	**0.00%**
	Total Activity: 918 - 208 WASHINGTON AVE:	**110.82**	**119.75**	**21.27**	**134.00**	**134.00**	**0.00**	**0.00%**
Activity: 919 - 206A WASHINGTON AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-919-5370	ELECTRICITY-206A WASHINGTO	117.99	119.59	80.56	133.00	133.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**117.99**	**119.59**	**80.56**	**133.00**	**133.00**	**0.00**	**0.00%**
	Total Activity: 919 - 206A WASHINGTON AVE:	**117.99**	**119.59**	**80.56**	**133.00**	**133.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 921 - 111 N MAPLE AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-921-5370	ELECTRICITY - 111 N MAPLE	551.74	554.97	371.76	620.00	620.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**551.74**	**554.97**	**371.76**	**620.00**	**620.00**	**0.00**	**0.00%**
Total Activity: 921 - 111 N MAPLE AVE:		**551.74**	**554.97**	**371.76**	**620.00**	**620.00**	**0.00**	**0.00%**
Activity: 936 - Tilghman Lake								
Category: 53 - CONTRACTED SERVICES								
01-310-936-5370	ELECTRICITY-TILGHMAN LAKE E	0.00	1,856.07	1,738.22	0.00	2,100.00	2,100.00	0.00%
01-310-936-5399	OTH CNTRCTD SVCS-TL BTHRM	0.00	4,727.20	440.00	1,000.00	1,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**6,583.27**	**2,178.22**	**1,000.00**	**3,100.00**	**2,100.00**	**210.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-936-5405	CUSTODIAL SUPPLIES	112.33	441.57	356.03	0.00	0.00	0.00	0.00%
01-310-936-5430	REPAIR/REPLACEMENT PARTS/	825.00	0.00	5,951.44	0.00	2,000.00	2,000.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**937.33**	**441.57**	**6,307.47**	**0.00**	**2,000.00**	**2,000.00**	**0.00%**
Total Activity: 936 - Tilghman Lake:		**937.33**	**7,024.84**	**8,485.69**	**1,000.00**	**5,100.00**	**4,100.00**	**410.00%**
Activity: 938 - Wills Park								
Category: 54 - SUPPLIES & MATERIALS								
01-310-938-5405	CUSTODIAL SUPPLIES	0.00	15.63	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**15.63**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 938 - Wills Park:		**0.00**	**15.63**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 970 - North								
Category: 53 - CONTRACTED SERVICES								
01-310-970-5370	ELECTRICITY-TOWN SIGH NORT	343.14	319.88	247.58	338.00	338.00	0.00	0.00%
01-310-970-5399	OTHER CONTRACTED SERVICES	0.00	450.00	550.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**343.14**	**769.88**	**797.58**	**338.00**	**338.00**	**0.00**	**0.00%**
Total Activity: 970 - North:		**343.14**	**769.88**	**797.58**	**338.00**	**338.00**	**0.00**	**0.00%**
Activity: 971 - South								
Category: 53 - CONTRACTED SERVICES								
01-310-971-5370	ELECTRICITY_TOWN SIGN SOU	330.70	297.77	220.16	333.00	333.00	0.00	0.00%
01-310-971-5399	OTHER CONTRACTED SERVICES	0.00	0.00	3,500.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**330.70**	**297.77**	**3,720.16**	**333.00**	**333.00**	**0.00**	**0.00%**
Total Activity: 971 - South:		**330.70**	**297.77**	**3,720.16**	**333.00**	**333.00**	**0.00**	**0.00%**
Total Department: 310 - FACILITIES MAINT & OPERATIONS:		**427,774.77**	**520,089.40**	**393,812.67**	**434,010.00**	**680,037.00**	**246,027.00**	**56.69%**
Report Total:		**427,774.77**	**520,089.40**	**393,812.67**	**434,010.00**	**680,037.00**	**246,027.00**	**56.69%**

Public Works Fleet Maintenance Department Description:

The Public Works Fleet Maintenance Department is responsible for the ongoing maintenance and repair of all Town-owned vehicles, ensuring they are safe, reliable, and operational. This includes routine servicing, emergency repairs, and preventative maintenance to extend the lifespan of the fleet and minimize downtime. The department ensures that all vehicles, including those used for public works, law enforcement, emergency services, and other municipal functions, are properly maintained and ready for use.

Adequate funding for Fleet Maintenance is essential to ensuring the Town's vehicles are operating at peak efficiency, reducing the risk of costly repairs or service interruptions. By investing in this department, the Town can ensure reliable transportation for essential services, improve cost-effectiveness by extending vehicle lifespans, and minimize the operational impact of vehicle downtime on public services.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 315 - FLEET MAINTENANCE							
51 - SALARY & WAGES	$ 94,885	$ 32,705	$ 29,238	$ 88,501	$ 83,035	$ (5,466)	-6.18
52 - FRINGE BENEFITS	$ 36,991	$ 14,129	$ 8,884	$ 52,186	$ 25,887	$ (26,299)	-50.39
53 - CONTRACTED SERVICES	$ 11,931	$ 8,570	$ 12,534	$ 18,995	$ 18,900	$ (95)	-0.50
54 - SUPPLIES & MATERIALS	$ 36,282	$ 9,082	$ 11,871	$ 21,707	$ 21,850	$ 143	0.66
55 - OTHER EXPENDITURES	$ 59	$ -	$ -	$ 2,000	$ 2,500	$ 500	25.00
56 - CAPITAL OUTLAY	$ 2,433	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 182,581**	**$ 64,487**	**$ 62,527**	**$ 183,389**	**$ 152,172**	**$ (31,217)**	**-17.02**

Fleet Maintenance Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 315 - FLEET MAINTENANCE								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-315-001-5102	SALARY - OT @ 1.0	736.97	162.12	132.12	0.00	0.00	0.00	0.00%
01-315-001-5103	SALARY - OT @ 1.5	7,845.40	1,935.80	1,224.57	2,000.00	2,000.00	0.00	0.00%
01-315-001-5110	REGULAR FT CIVILIAN SALARY	86,053.48	30,607.05	27,881.19	86,501.00	81,035.00	-5,466.00	-6.32%
01-315-001-5160	BONUSES	248.90	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**94,884.75**	**32,704.97**	**29,237.88**	**88,501.00**	**83,035.00**	**-5,466.00**	**-6.18%**
Category: 52 - FRINGE BENEFITS								
01-315-001-5205	DENTAL	586.38	206.40	60.64	560.00	110.00	-450.00	-80.36%
01-315-001-5215	HEALTH INSURANCE	13,730.28	4,316.40	1,316.72	29,580.00	2,060.00	-27,520.00	-93.04%
01-315-001-5220	LIFE INSURANCE W/H	791.57	305.88	86.26	860.00	940.00	80.00	9.30%
01-315-001-5230	WORKERS' COMPENSATION	5,920.00	5,010.34	3,175.46	3,940.00	3,190.00	-750.00	-19.04%
01-315-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	2,432.00	2,432.00	0.00%
01-315-001-5245	MSRPS PENSION	8,648.48	1,739.00	2,002.00	10,616.00	10,955.00	339.00	3.19%
01-315-001-5260	F I C A / MEDICARE	7,314.39	2,550.73	2,242.81	6,630.00	6,200.00	-430.00	-6.49%
	Total Category: 52 - FRINGE BENEFITS:	**36,991.10**	**14,128.75**	**8,883.89**	**52,186.00**	**25,887.00**	**-26,299.00**	**-50.39%**
Category: 53 - CONTRACTED SERVICES								
01-315-001-5310	INSURANCE - FLOOD	14.82	16.72	0.00	17.00	0.00	-17.00	-100.00%
01-315-001-5312	INSURANCE - LIABILITY	689.28	665.75	583.83	686.00	650.00	-36.00	-5.25%
01-315-001-5314	INSURANCE - PROPERTY	150.09	157.18	0.00	162.00	0.00	-162.00	-100.00%
01-315-001-5316	INSURANCE - VEHICLE	394.34	0.00	0.00	0.00	0.00	0.00	0.00%
01-315-001-5325	LICENSES/USER FEES	20.00	1,925.00	2,525.00	3,200.00	3,200.00	0.00	0.00%
01-315-001-5333	M&R-VEHICLES	4,438.75	2,312.73	6,328.24	2,000.00	2,000.00	0.00	0.00%
01-315-001-5338	M&R-OTHER	98.00	0.00	400.18	0.00	0.00	0.00	0.00%
01-315-001-5360	RENTS	776.87	324.06	568.33	850.00	850.00	0.00	0.00%
01-315-001-5382	TELEPHONE-WIRELESS-DATA/V	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-315-001-5383	TELEPHONE-WIRELESS-VOICE	498.41	178.20	77.78	500.00	500.00	0.00	0.00%
01-315-001-5399	OTHER CONTRACTED SERVICES	4,850.01	2,990.80	2,051.04	11,580.00	11,700.00	120.00	1.04%
	Total Category: 53 - CONTRACTED SERVICES:	**11,930.57**	**8,570.44**	**12,534.40**	**18,995.00**	**18,900.00**	**-95.00**	**-0.50%**
Category: 54 - SUPPLIES & MATERIALS								
01-315-001-5410	FUEL - GAS/DIESEL/OTHER	2,918.90	2,889.86	344.56	4,393.00	4,500.00	107.00	2.44%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-315-001-5415	MAINTENANCE/SHOP SUPPLIES	27,958.64	4,989.50	9,602.33	10,000.00	10,000.00	0.00	0.00%
01-315-001-5430	REPAIR/REPLACEMENT PARTS/	49.02	0.00	0.00	0.00	0.00	0.00	0.00%
01-315-001-5440	TOOLS/EQUIPMENT	4,704.69	366.18	863.32	5,000.00	5,000.00	0.00	0.00%
01-315-001-5445	UNIFORMS/SHOES/BOOTS	650.85	836.94	1,060.53	2,314.00	2,350.00	36.00	1.56%
	Total Category: 54 - SUPPLIES & MATERIALS:	**36,282.10**	**9,082.48**	**11,870.74**	**21,707.00**	**21,850.00**	**143.00**	**0.66%**
	Category: 55 - OTHER EXPENDITURES							
01-315-001-5574	REGISTRATION	59.00	0.00	0.00	2,000.00	2,500.00	500.00	25.00%
	Total Category: 55 - OTHER EXPENDITURES:	**59.00**	**0.00**	**0.00**	**2,000.00**	**2,500.00**	**500.00**	**25.00%**
	Total Activity: 001 - General Operations:	**180,147.52**	**64,486.64**	**62,526.91**	**183,389.00**	**152,172.00**	**-31,217.00**	**-17.02%**
	Total Department: 315 - FLEET MAINTENANCE:	**180,147.52**	**64,486.64**	**62,526.91**	**183,389.00**	**152,172.00**	**-31,217.00**	**-17.02%**
	Report Total:	**180,147.52**	**64,486.64**	**62,526.91**	**183,389.00**	**152,172.00**	**-31,217.00**	**-17.02%**

Public Works Streets Department Description:

The Public Works Streets Department is essential to maintaining the infrastructure that supports the Town's transportation network, ensuring that streets and roads are safe, functional, and accessible for residents, businesses, and visitors. The department is responsible for a wide range of services, including road paving, striping, repairs, and maintenance of street signage, sidewalks, curbs, and gutters. Additionally, the department handles storm and emergency clean-ups, street lighting maintenance, and street sweeping, all of which contribute to the safety, cleanliness, and aesthetic appeal of the Town's public spaces.

Adequate funding for the Street Department is critical to ensuring the ongoing upkeep and improvement of the Town's roadways and public infrastructure. Investment in this department supports the timely repair of roads and streets, which reduces safety hazards, prevents more costly repairs in the future, and ensures a smooth flow of traffic. Additionally, funding enables the department to respond effectively to emergencies, manage stormwater, and maintain the overall appearance and functionality of public spaces, contributing to a higher quality of life for residents and a positive experience for visitors.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 320 - STREETS & STORMWAYS							
51 - SALARY & WAGES	$ 97,959	$ 140,195	$ 107,902	$ 165,476	$ 168,941	$ 3,465	2.09
52 - FRINGE BENEFITS	$ 44,183	$ 49,849	$ 45,836	$ 84,821	$ 100,026	$ 15,205	17.93
53 - CONTRACTED SERVICES	$ 343,138	$ 351,410	$ 152,545	$ 375,148	$ 412,537	$ 37,389	9.97
54 - SUPPLIES & MATERIALS	$ 69,306	$ 33,169	$ 9,994	$ 172,543	$ 171,650	$ (893)	-0.52
55 - OTHER EXPENDITURES	$ -	$ 1,379	$ 781	$ -	$ -	$ -	0.00
56 - CAPITAL OUTLAY	$ 13,920,584	$ 602,368	$ 78,032	$ 617,822	$ 796,292	$ 178,470	28.89
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 14,475,170**	**$ 1,178,369**	**$ 395,090**	**$ 1,415,810**	**$ 1,649,446**	**$ 233,636**	**16.50**

Streets & Storm Ways Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 320 - STREETS & STORMWAYS								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-320-001-5102	SALARY - OT @ 1.0	697.26	1,357.83	1,033.93	0.00	0.00	0.00	0.00%
01-320-001-5103	SALARY - OT @ 1.5	5,528.49	5,315.83	2,227.11	5,000.00	5,000.00	0.00	0.00%
01-320-001-5110	REGULAR FT CIVILIAN SALARY	84,394.42	104,280.65	70,611.20	150,576.00	154,041.00	3,465.00	2.30%
01-320-001-5160	BONUSES	189.06	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**90,809.23**	**110,954.31**	**73,872.24**	**155,576.00**	**159,041.00**	**3,465.00**	**2.23%**
Category: 52 - FRINGE BENEFITS								
01-320-001-5205	DENTAL	682.81	821.74	558.25	1,259.00	1,420.00	161.00	12.79%
01-320-001-5215	HEALTH INSURANCE	22,044.27	21,889.64	17,621.32	44,182.00	53,910.00	9,728.00	22.02%
01-320-001-5220	LIFE INSURANCE W/H	748.90	1,015.39	645.21	1,747.00	1,860.00	113.00	6.47%
01-320-001-5230	WORKERS' COMPENSATION	4,056.00	5,542.08	4,945.76	6,440.00	6,140.00	-300.00	-4.66%
01-320-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	4,015.00	4,015.00	0.00%
01-320-001-5245	MSRPS PENSION	9,235.93	11,252.97	13,776.00	19,593.00	20,811.00	1,218.00	6.22%
01-320-001-5260	F I C A / MEDICARE	6,868.28	8,686.25	5,685.82	11,600.00	11,870.00	270.00	2.33%
	Total Category: 52 - FRINGE BENEFITS:	**43,636.19**	**49,208.07**	**43,232.36**	**84,821.00**	**100,026.00**	**15,205.00**	**17.93%**
Category: 53 - CONTRACTED SERVICES								
01-320-001-5300	ADS & NOTICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5310	INSURANCE - FLOOD	0.00	7.77	0.00	8.00	0.00	-8.00	-100.00%
01-320-001-5312	INSURANCE - LIABILITY	559.34	0.00	1,205.18	0.00	1,400.00	1,400.00	0.00%
01-320-001-5314	INSURANCE - PROPERTY	61.61	118.66	58.42	122.00	70.00	-52.00	-42.62%
01-320-001-5316	INSURANCE - VEHICLE	3,929.68	4,153.52	4,133.27	4,278.00	4,750.00	472.00	11.03%
01-320-001-5325	LICENSES/USER FEES	0.00	0.00	350.16	0.00	0.00	0.00	0.00%
01-320-001-5333	M&R-VEHICLES	3,570.14	5,221.43	967.48	5,000.00	5,000.00	0.00	0.00%
01-320-001-5338	M&R-OTHER	2,112.97	1,668.06	0.00	2,500.00	2,500.00	0.00	0.00%
01-320-001-5350	PROF SVCS-ARCH/ENG/PLANNI	36,152.12	109,687.68	0.00	0.00	0.00	0.00	0.00%
01-320-001-5382	TELEPHONE-WIRELESS-DATA/V	386.10	474.12	310.43	500.00	500.00	0.00	0.00%
01-320-001-5383	TELEPHONE-WIRELESS-VOICE	476.41	586.11	652.06	450.00	800.00	350.00	77.78%
01-320-001-5399	OTHER CONTRACTED SERVICES	7,250.18	0.00	0.00	5,000.00	5,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**54,498.55**	**121,917.35**	**7,677.00**	**17,858.00**	**20,020.00**	**2,162.00**	**12.11%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-320-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5410	FUEL - GAS/DIESEL/OTHER	9,511.48	10,279.45	5,241.80	13,409.00	12,500.00	-909.00	-6.78%
01-320-001-5430	REPAIR/REPLACEMENT PARTS/	134.48	4,883.65	86.92	125,000.00	125,000.00	0.00	0.00%
01-320-001-5440	TOOLS/EQUIPMENT	1,839.54	360.86	24.19	3,000.00	3,000.00	0.00	0.00%
01-320-001-5445	UNIFORMS/SHOES/BOOTS	730.67	5,106.76	2,198.82	4,134.00	4,150.00	16.00	0.39%
01-320-001-5499	SUPPLIES - OTHER	39,639.61	4,210.40	34.95	10,000.00	10,000.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**51,855.78**	**24,841.12**	**7,586.68**	**155,543.00**	**154,650.00**	**-893.00**	**-0.57%**
Category: 55 - OTHER EXPENDITURES								
01-320-001-5570	INCIDENTALS-PARKING, TOLLS,	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5573	MILEAGE-LOCAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5574	REGISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 001 - General Operations:	**240,799.75**	**306,920.85**	**132,368.28**	**413,798.00**	**433,737.00**	**19,939.00**	**4.82%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
01-320-005-5356	PROF SVCS-IT SUPPORT	0.00	208.34	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**208.34**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 005 - GIS:	**0.00**	**208.34**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 350 - Sidewalks								
Category: 53 - CONTRACTED SERVICES								
01-320-350-5353	PROF SVCS-CONTRACTOR	0.00	0.00	0.00	55,000.00	80,000.00	25,000.00	45.45%
01-320-350-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**0.00**	**0.00**	**55,000.00**	**80,000.00**	**25,000.00**	**45.45%**
	Total Activity: 350 - Sidewalks:	**0.00**	**0.00**	**0.00**	**55,000.00**	**80,000.00**	**25,000.00**	**45.45%**
Activity: 355 - Signage								
Category: 53 - CONTRACTED SERVICES								
01-320-355-5399	OTHER CONTRACTED SERVICES	6,742.75	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**6,742.75**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-320-355-5435	SIGNS	15,679.20	8,229.85	1,679.40	15,000.00	15,000.00	0.00	0.00%
01-320-355-5499	SUPPLIES - OTHER	583.84	97.68	34.36	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**16,263.04**	**8,327.53**	**1,713.76**	**15,000.00**	**15,000.00**	**0.00**	**0.00%**
	Total Activity: 355 - Signage:	**23,005.79**	**8,327.53**	**1,713.76**	**15,000.00**	**15,000.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 365 - Storms								
Category: 51 - SALARY & WAGES								
01-320-365-5103	SALARY - OT @ 1.5	7,149.32	29,240.48	34,030.23	9,900.00	9,900.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**7,149.32**	**29,240.48**	**34,030.23**	**9,900.00**	**9,900.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-320-365-5260	F I C A / MEDICARE	546.92	640.52	2,603.31	0.00	0.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**546.92**	**640.52**	**2,603.31**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-320-365-5338	M&R-OTHER	0.00	0.00	0.00	6,200.00	6,200.00	0.00	0.00%
01-320-365-5360	RENTS	0.00	0.00	0.00	1,200.00	1,200.00	0.00	0.00%
01-320-365-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**0.00**	**0.00**	**10,400.00**	**10,400.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-320-365-5415	SUPPLIES - OTHER	1,187.30	0.00	693.36	2,000.00	2,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**1,187.30**	**0.00**	**693.36**	**2,000.00**	**2,000.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-320-365-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	962.09	675.00	0.00	0.00	0.00	0.00%
01-320-365-5572	MEALS	0.00	416.73	105.70	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**1,378.82**	**780.70**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 365 - Storms:		**8,883.54**	**31,259.82**	**38,107.60**	**22,300.00**	**22,300.00**	**0.00**	**0.00%**
Activity: 370 - Street Lighting								
Category: 53 - CONTRACTED SERVICES								
01-320-370-5370	ELECTRICITY	200,635.01	210,114.39	127,546.87	240,563.00	250,000.00	9,437.00	3.92%
01-320-370-5399	OTHER CONTRACTED SERVICES	0.00	0.00	281.12	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**200,635.01**	**210,114.39**	**127,827.99**	**240,563.00**	**250,000.00**	**9,437.00**	**3.92%**
Total Activity: 370 - Street Lighting:		**200,635.01**	**210,114.39**	**127,827.99**	**240,563.00**	**250,000.00**	**9,437.00**	**3.92%**
Activity: 375 - Street Sweeping								
Category: 53 - CONTRACTED SERVICES								
01-320-375-5399	OTHER CONTRACTED SERVICES	18,800.00	19,170.00	17,040.00	26,327.00	27,117.00	790.00	3.00%
Total Category: 53 - CONTRACTED SERVICES:		**18,800.00**	**19,170.00**	**17,040.00**	**26,327.00**	**27,117.00**	**790.00**	**3.00%**
Total Activity: 375 - Street Sweeping:		**18,800.00**	**19,170.00**	**17,040.00**	**26,327.00**	**27,117.00**	**790.00**	**3.00%**
Activity: 380 - Striping								
Category: 53 - CONTRACTED SERVICES								
01-320-380-5353	PROF SVCS-CONTRACTOR	0.00	0.00	0.00	25,000.00	25,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-320-380-5359	OTHER PROFESSIONAL SERVICE	62,461.50	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**62,461.50**	**0.00**	**0.00**	**25,000.00**	**25,000.00**	**0.00**	**0.00%**
Total Activity: 380 - Striping:		**62,461.50**	**0.00**	**0.00**	**25,000.00**	**25,000.00**	**0.00**	**0.00%**
Total Department: 320 - STREETS & STORMWAYS:		**554,585.59**	**576,000.93**	**317,057.63**	**797,988.00**	**853,154.00**	**55,166.00**	**6.91%**
Report Total:		**554,585.59**	**576,000.93**	**317,057.63**	**797,988.00**	**853,154.00**	**55,166.00**	**6.91%**

Public Works Parks Department Description:

The Public Works Parks Department is responsible for the maintenance, upkeep, and enhancement of all parks within the Town, ensuring that these public spaces remain safe, attractive, and functional for residents and visitors. The department handles a variety of tasks, including landscaping, turf care, tree and shrub maintenance, playground inspections, and general facility upkeep. Additionally, the department ensures that park amenities, such as benches, shelters, and walking paths, are well-maintained and accessible.

Adequate funding for the Parks Department is crucial to maintaining the quality of the Town's parks, which provide valuable recreational opportunities and contribute to the overall quality of life in the community. Investment in this department allows for regular maintenance, improvement of park facilities, and the preservation of green spaces. This not only enhances the Town's aesthetic appeal but also supports community health and well-being by providing clean, safe, and enjoyable outdoor spaces for residents to gather, exercise, and engage in recreational activities.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 400 - PARKS & RECREATION-GENERAL							
51 - SALARY & WAGES	$ 166,898	$ 69,978	$ 49,559	$ 102,911	$ 106,990	$ 4,079	3.96
52 - FRINGE BENEFITS	$ 62,303	$ 34,507	$ 35,047	$ 55,898	$ 75,410	$ 19,512	34.91
53 - CONTRACTED SERVICES	$ 125,733	$ 94,268	$ 53,093	$ 88,975	$ 103,465	$ 14,490	16.29
54 - SUPPLIES & MATERIALS	$ 23,305	$ 15,170	$ 7,939	$ 31,148	$ 31,700	$ 552	1.77
55 - OTHER EXPENDITURES	$ 35	$ 35	$ -	$ 35	$ 35	$ -	0.00
56 - CAPITAL OUTLAY	$ 169,173	$ 738,126	$ 222,572	$ 1,975,845	$ 2,029,600	$ 53,755	2.72
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 547,448**	**$ 952,084**	**$ 368,210**	**$ 2,254,812**	**$ 2,347,200**	**$ 92,388**	**4.10**

Parks & Recreation Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 400 - PARKS & RECREATION-GENERAL								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-400-001-5102	SALARY - OT @ 1.0	1,016.99	731.32	475.06	0.00	0.00	0.00	0.00%
01-400-001-5103	SALARY - OT @ 1.5	7,882.23	2,340.73	1,286.52	4,000.00	4,000.00	0.00	0.00%
01-400-001-5110	REGULAR FT CIVILIAN SALARY	154,921.89	65,656.25	47,464.39	98,911.00	102,990.00	4,079.00	4.12%
01-400-001-5160	BONUSES	305.02	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**164,126.13**	**68,728.30**	**49,225.97**	**102,911.00**	**106,990.00**	**4,079.00**	**3.96%**
Category: 52 - FRINGE BENEFITS								
01-400-001-5205	DENTAL	1,273.92	629.00	466.46	808.00	950.00	142.00	17.57%
01-400-001-5215	HEALTH INSURANCE	24,179.97	17,787.82	18,422.13	28,844.00	45,170.00	16,326.00	56.60%
01-400-001-5220	LIFE INSURANCE W/H	1,351.35	639.32	436.50	1,120.00	1,120.00	0.00	0.00%
01-400-001-5230	WORKERS' COMPENSATION	5,965.00	4,261.44	3,192.75	4,250.00	4,100.00	-150.00	-3.53%
01-400-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	2,232.00	2,232.00	0.00%
01-400-001-5245	MSRPS PENSION	16,787.56	5,752.35	8,625.00	12,950.00	13,908.00	958.00	7.40%
01-400-001-5260	F I C A / MEDICARE	12,533.21	5,341.89	3,878.79	7,926.00	7,930.00	4.00	0.05%
	Total Category: 52 - FRINGE BENEFITS:	**62,091.01**	**34,411.82**	**35,021.63**	**55,898.00**	**75,410.00**	**19,512.00**	**34.91%**
Category: 53 - CONTRACTED SERVICES								
01-400-001-5310	INSURANCE - FLOOD	0.00	277.54	0.00	286.00	0.00	-286.00	-100.00%
01-400-001-5312	INSURANCE - LIABILITY	833.43	514.44	919.10	530.00	1,050.00	520.00	98.11%
01-400-001-5314	INSURANCE - PROPERTY	2,949.60	2,757.83	256.89	2,841.00	300.00	-2,541.00	-89.44%
01-400-001-5316	INSURANCE - VEHICLE	1,616.81	1,828.42	2,397.17	1,883.00	2,750.00	867.00	46.04%
01-400-001-5333	M&R-VEHICLES	3,239.93	3,648.68	397.85	2,000.00	2,000.00	0.00	0.00%
01-400-001-5338	M&R-OTHER	3,448.15	2,528.56	62.64	2,000.00	2,000.00	0.00	0.00%
01-400-001-5351	PROF SVCS-ATTORNEY	0.00	2,350.00	0.00	0.00	0.00	0.00	0.00%
01-400-001-5383	TELEPHONE-WIRELESS-VOICE	491.79	454.28	347.68	600.00	500.00	-100.00	-16.67%
01-400-001-5399	OTHER CONTRACTED SERVICES	7,731.46	1,429.70	4.76	1,000.00	1,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**20,311.17**	**15,789.45**	**4,386.09**	**11,140.00**	**9,600.00**	**-1,540.00**	**-13.82%**
Category: 54 - SUPPLIES & MATERIALS								
01-400-001-5410	FUEL - GAS/DIESEL/OTHER	8,104.10	9,259.56	4,889.94	11,166.00	11,250.00	84.00	0.75%
01-400-001-5430	REPAIR/REPLACEMENT PARTS/	0.00	0.00	270.00	0.00	0.00	0.00	0.00%
01-400-001-5440	TOOLS/EQUIPMENT	3,185.44	1,034.24	157.57	2,000.00	2,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-400-001-5445	UNIFORMS/SHOES/BOOTS	742.45	2,295.50	1,828.52	2,482.00	2,500.00	18.00	0.73%
01-400-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00%
01-400-001-5499	SUPPLIES - OTHER	426.98	156.98	556.45	500.00	750.00	250.00	50.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**12,458.97**	**12,746.28**	**7,702.48**	**18,648.00**	**19,000.00**	**352.00**	**1.89%**
	Category: 55 - OTHER EXPENDITURES							
01-400-001-5574	REGISTRATION	35.00	35.00	0.00	35.00	35.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**35.00**	**35.00**	**0.00**	**35.00**	**35.00**	**0.00**	**0.00%**
	Total Activity: 001 - General Operations:	**259,022.28**	**131,710.85**	**96,336.17**	**188,632.00**	**211,035.00**	**22,403.00**	**11.88%**
	Activity: 330 - Mosquito spraying							
	Category: 53 - CONTRACTED SERVICES							
01-400-330-5359	OTHER PROF SRVC - Mosquito	8,428.25	12,172.06	12,296.44	12,000.00	13,500.00	1,500.00	12.50%
	Total Category: 53 - CONTRACTED SERVICES:	**8,428.25**	**12,172.06**	**12,296.44**	**12,000.00**	**13,500.00**	**1,500.00**	**12.50%**
	Total Activity: 330 - Mosquito spraying:	**8,428.25**	**12,172.06**	**12,296.44**	**12,000.00**	**13,500.00**	**1,500.00**	**12.50%**
	Activity: 900 - Town Hall							
	Category: 53 - CONTRACTED SERVICES							
01-400-900-5353	PROF SVCS-CONTRCTR-SPLSHP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-900-5399	OTH CONTRCTD SVC-SPLASHPA	232.00	200.00	0.00	0.00	300.00	300.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**232.00**	**200.00**	**0.00**	**0.00**	**300.00**	**300.00**	**0.00%**
	Category: 54 - SUPPLIES & MATERIALS							
01-400-900-5499	SUPPLIES - OTHER - SPLASHPAI	302.70	12.72	231.77	0.00	200.00	200.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**302.70**	**12.72**	**231.77**	**0.00**	**200.00**	**200.00**	**0.00%**
	Total Activity: 900 - Town Hall:	**534.70**	**212.72**	**231.77**	**0.00**	**500.00**	**500.00**	**0.00%**
	Activity: 920 - Neighborhood Parks							
	Category: 53 - CONTRACTED SERVICES							
01-400-920-5338	M&R-OTHER	11,393.70	1,940.34	0.00	4,000.00	4,000.00	0.00	0.00%
01-400-920-5353	PROF SVCS-CONTRACTOR	25,525.00	1,200.00	0.00	0.00	0.00	0.00	0.00%
01-400-920-5370	ELECTRICITY-PARKS	1,537.63	1,263.65	491.99	1,710.00	1,750.00	40.00	2.34%
	Total Category: 53 - CONTRACTED SERVICES:	**38,456.33**	**4,403.99**	**491.99**	**5,710.00**	**5,750.00**	**40.00**	**0.70%**
	Category: 54 - SUPPLIES & MATERIALS							
01-400-920-5430	REPAIR/REPLACEMENT PARTS/	5,193.10	335.54	0.00	0.00	0.00	0.00	0.00%
01-400-920-5460	SM CAP - PLAYGRONDS	0.00	0.00	0.00	7,000.00	7,000.00	0.00	0.00%
01-400-920-5499	SUPPLIES - OTHER	0.00	115.10	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**5,193.10**	**450.64**	**0.00**	**7,000.00**	**7,000.00**	**0.00**	**0.00%**
	Total Activity: 920 - Neighborhood Parks:	**43,649.43**	**4,854.63**	**491.99**	**12,710.00**	**12,750.00**	**40.00**	**0.31%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 936 - Tilghman Lake								
Category: 51 - SALARY & WAGES								
01-400-936-5102	SALARY - OT @ 1.0	0.00	246.70	211.15	0.00	0.00	0.00	0.00%
01-400-936-5103	SALARY - OT @ 1.5	2,771.75	1,003.42	121.92	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**2,771.75**	**1,250.12**	**333.07**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-400-936-5260	F I C A / MEDICARE	212.04	95.65	25.48	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**212.04**	**95.65**	**25.48**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-400-936-5338	M&R-OTHER	949.66	209.15	26.58	0.00	0.00	0.00	0.00%
01-400-936-5350	PROF SVCS-ARCH/ENG/PLANNI	2,945.16	13,076.72	0.00	0.00	0.00	0.00	0.00%
01-400-936-5353	PROF SVCS-CONTRACTOR	231.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5370	ELECTRICITY-TL BTHRMS	2,364.92	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5383	TELEPHONE-WIRELESS-VOICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5399	OTHER CONTRACTED SERVICES	21,093.52	17,362.80	8,420.69	20,360.00	20,968.00	608.00	2.99%
	Total Category: 53 - CONTRACTED SERVICES:	**27,584.26**	**30,648.67**	**8,447.27**	**20,360.00**	**20,968.00**	**608.00**	**2.99%**
Category: 54 - SUPPLIES & MATERIALS								
01-400-936-5405	CUSTODIAL SUPPLIES	253.95	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5430	REPAIR/REPLACEMENT PARTS/	162.30	1,693.87	4.34	2,000.00	2,000.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**416.25**	**1,693.87**	**4.34**	**2,000.00**	**2,000.00**	**0.00**	**0.00%**
	Total Activity: 936 - Tilghman Lake:	**30,984.30**	**33,688.31**	**8,810.16**	**22,360.00**	**22,968.00**	**608.00**	**2.72%**
Activity: 938 - Wills Park								
Category: 53 - CONTRACTED SERVICES								
01-400-938-5370	ELCTRC-WP SITE LGHTNG	677.17	648.74	397.86	745.00	745.00	0.00	0.00%
01-400-938-5399	OTHER CONTRACTED SERVICES	30,044.28	30,404.66	27,073.76	39,020.00	52,602.00	13,582.00	34.81%
	Total Category: 53 - CONTRACTED SERVICES:	**30,721.45**	**31,053.40**	**27,471.62**	**39,765.00**	**53,347.00**	**13,582.00**	**34.16%**
Category: 54 - SUPPLIES & MATERIALS								
01-400-938-5430	REPAIR/REPLACEMENT PARTS/	4,934.20	266.61	0.00	1,000.00	1,000.00	0.00	0.00%
01-400-938-5450	SM CAP - BUILDING/SITE IMPR	0.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**4,934.20**	**266.61**	**0.00**	**3,500.00**	**3,500.00**	**0.00**	**0.00%**
	Total Activity: 938 - Wills Park:	**35,655.65**	**31,320.01**	**27,471.62**	**43,265.00**	**56,847.00**	**13,582.00**	**31.39%**
Total Department: 400 - PARKS & RECREATION-GENERAL:		**378,274.61**	**213,958.58**	**145,638.15**	**278,967.00**	**317,600.00**	**38,633.00**	**13.85%**
	Report Total:	**378,274.61**	**213,958.58**	**145,638.15**	**278,967.00**	**317,600.00**	**38,633.00**	**13.85%**

General Fund Capital Budget Overview

		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Revenue								
420 - FEDERAL GOVERNMENT REVENUE		6,032,708.44	476,297.92	0.00	168,750.00	240,000.00	71,250.00	42.22%
430 - STATE GOVERNMENT REVENUE		604,326.49	741,076.79	219,457.89	3,150,522.00	3,345,892.00	195,370.00	6.20%
440 - COUNTY REVENUE		125,196.02	0.00	0.00	189,000.00	0.00	-189,000.00	-100.00%
450 - OTHER AGENCY REVENUE		0.00	0.00	0.00	0.00	20,000.00	20,000.00	0.00%
490 - DEBT PROCEEDS		15,720,735.45	0.00	0.00	0.00	0.00	0.00	0.00%
492 - TRANSFER IN		150,000.00	150,000.00	75,000.00	731,090.00	2,026,282.00	1,295,192.00	177.16%
493 - APPROPRIATION OF FUND BALANCE		0.00	0.00	0.00	680,130.00	1,718,336.00	1,038,206.00	152.65%
	Total Revenue:	**22,632,966.40**	**1,367,374.71**	**294,457.89**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**
Expense								
560 - LAND		1,614,615.65	0.00	0.00	0.00	0.00	0.00	0.00%
561 - BUILDINGS/FACILITIES		0.00	137.50	0.00	1,600,000.00	1,400,000.00	-200,000.00	-12.50%
562 - SITE IMPROVEMENTS		149,652.17	747,010.74	229,852.68	1,975,845.00	2,029,600.00	53,755.00	2.72%
563 - TRANSPORTATION		13,900,320.63	602,368.40	78,032.13	617,822.00	796,292.00	178,470.00	28.89%
566 - TRANSPORTATION		72,582.75	80,884.79	0.00	15,000.00	31,000.00	16,000.00	106.67%
567 - VEHICLES		527,434.20	39,131.00	247,509.26	330,000.00	365,000.00	35,000.00	10.61%
568 - EQUIPMENT		158,921.14	800.00	23,723.52	0.00	0.00	0.00	0.00%
569 - OTHER CAPITAL		0.00	6,397.50	28,915.88	230,825.00	768,800.00	537,975.00	233.07%
591 - TRANSFER TO		150,000.00	514,226.79	75,000.00	150,000.00	1,959,818.00	1,809,818.00	1,206.55%
	Total Expense:	**16,573,526.54**	**1,990,956.72**	**683,033.47**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**
	Report Total:	**6,059,439.86**	**-623,582.01**	**-388,575.58**	**0.00**	**0.00**	**0.00**	**0.00%**

General Fund Capital Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Expense								
Department: 100 - LEGISLATIVE								
01-100-001-5680	A/V EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5683	COMPUTER HARDWARE	2,405.52	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5684	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5686	OFFICE EQUIP/FURNITURE	2,277.55	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Department: 100 - LEGISLATIVE:	**4,683.07**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 120 - FINANCIAL ADMINISTRATION								
01-120-001-5683	COMPUTER HARDWARE	1,317.59	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5686	OFFICE EQUIP/FURNITURE	1,799.12	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	35,000.00	35,000.00	0.00%
	Total Department: 120 - FINANCIAL ADMINISTRATION:	**3,116.71**	**0.00**	**0.00**	**0.00**	**35,000.00**	**35,000.00**	**0.00%**
Department: 140 - HR/PERSONNEL								
01-140-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00%
	Total Department: 140 - HR/PERSONNEL:	**0.00**	**0.00**	**0.00**	**0.00**	**60,000.00**	**60,000.00**	**0.00%**
Department: 150 - PLANNING-ZONING								
01-150-001-5684	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-150-001-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-150-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	205,000.00	205,000.00	0.00%
01-150-001-5699	OTHER CAPITAL	0.00	397.50	19,615.50	185,000.00	185,000.00	0.00	0.00%
	Total Department: 150 - PLANNING-ZONING:	**0.00**	**397.50**	**19,615.50**	**185,000.00**	**390,000.00**	**205,000.00**	**110.81%**
Department: 160 - ADMINISTRATION								
01-160-001-5670	PASSENGER VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5680	A/V EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5683	COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Department: 160 - ADMINISTRATION:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 162 - INFORMATION TECHNOLOGY								
01-162-001-5683	COMPUTER HARDWARE	10,780.64	0.00	22,823.52	0.00	0.00	0.00	0.00%
01-162-001-5684	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-162-001-5694	Network Infrastructure	0.00	0.00	0.00	0.00	130,000.00	130,000.00	0.00%
Total Department: 162 - INFORMATION TECHNOLOGY:		**10,780.64**	**0.00**	**22,823.52**	**0.00**	**130,000.00**	**130,000.00**	**0.00%**
Department: 165 - GENERAL SERVICES								
01-165-001-5600	LAND	1,614,615.65	0.00	0.00	0.00	0.00	0.00	0.00%
01-165-001-5965	Project Reserve	0.00	364,226.79	0.00	0.00	1,959,818.00	1,959,818.00	0.00%
Total Department: 165 - GENERAL SERVICES:		**1,614,615.65**	**364,226.79**	**0.00**	**0.00**	**1,959,818.00**	**1,959,818.00**	**0.00%**
Department: 200 - POLICE DEPARTMENT								
01-200-001-5629	OTHER SITE IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5671	POLICE CRUISER	486,907.00	0.00	247,509.26	230,000.00	165,000.00	-65,000.00	-28.26%
01-200-001-5680	A/V EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5682	COMMUNICATIONS EQUIP	90,159.32	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5683	COMPUTER HARDWARE	25,302.97	800.00	900.00	0.00	0.00	0.00	0.00%
01-200-001-5684	COMPUTER SOFTWARE	1,454.27	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5686	OFFICE EQUIP/FURNITURE	4,369.66	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5688	WEAPONS	15,197.42	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5689	OTHER EQUIP	51,217.50	80,884.79	0.00	0.00	31,000.00	31,000.00	0.00%
01-200-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	9,800.00	9,800.00	0.00%
01-200-026-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 200 - POLICE DEPARTMENT:		**674,608.14**	**81,684.79**	**248,409.26**	**230,000.00**	**205,800.00**	**-24,200.00**	**-10.52%**
Department: 230 - INSPECTIONS & ENFORCEMENT								
01-230-001-5670	PASSENGER VEHICLES	0.00	39,131.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5683	COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5689	OTHER EQUIP	549.99	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 230 - INSPECTIONS & ENFORCEMENT:		**549.99**	**39,131.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 240 - EMERGENCY PREPAREDNESS								
01-240-001-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 240 - EMERGENCY PREPAREDNESS:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 300 - PUBLIC WORKS ADMINISTRATION								
01-300-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00%
01-300-001-5683	COMPUTER HARDWARE	1,063.76	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5689	OTHER EQUIP	6,104.09	0.00	0.00	15,000.00	0.00	-15,000.00	-100.00%
01-300-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-902-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 300 - PUBLIC WORKS ADMINISTRATION:		**7,167.85**	**0.00**	**0.00**	**115,000.00**	**100,000.00**	**-15,000.00**	**-13.04%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 310 - FACILITIES MAINT & OPERATIONS								
01-310-001-5611	BUILDING IMPROVEMENTS	0.00	0.00	0.00	350,000.00	0.00	-350,000.00	-100.00%
01-310-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00%
01-310-001-5683	COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-001-5695	Intangible Asset	0.00	0.00	9,300.38	0.00	0.00	0.00	0.00%
01-310-001-5912	TRFR TO BLDG RESERVE	150,000.00	150,000.00	75,000.00	150,000.00	0.00	-150,000.00	-100.00%
01-310-900-5611	BUILDING IMPROVEMENTS - TH	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-901-5611	BLDG IMPRVMNTS - PD	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5611	BLDG IMPRVMNTS-PW BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5686	OFFICE EQUIP/FURNITURE	359.99	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5689	OTHER EQUIP	5,116.17	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-907-5699	OTHER CAPITAL - Fire Station	0.00	6,000.00	0.00	45,825.00	144,000.00	98,175.00	214.24%
01-310-908-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-908-5699	OTHER CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-909-5611	BUILDING IMPROVEMENTS	0.00	0.00	0.00	1,250,000.00	1,400,000.00	150,000.00	12.00%
01-310-912-5629	OTHER SITE IMPROVEMENTS	0.00	8,885.21	7,280.46	0.00	0.00	0.00	0.00%
01-310-916-5611	BUILDING IMPROVEMENTS	0.00	137.50	0.00	0.00	0.00	0.00	0.00%
Total Department: 310 - FACILITIES MAINT & OPERATIONS:		**155,476.16**	**165,022.71**	**91,580.84**	**1,795,825.00**	**1,644,000.00**	**-151,825.00**	**-8.45%**
Department: 315 - FLEET MAINTENANCE								
01-315-001-5685	MAINTENANCE EQUIP	2,433.33	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 315 - FLEET MAINTENANCE:		**2,433.33**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 320 - STREETS & STORMWAYS								
01-320-001-5630	ROADS	13,055,549.48	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5632	SIDEWALKS	15,436.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5672	MEDIUM DUTY VEHICLE	20,263.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-345-5630	ROADS	829,335.15	602,368.40	78,032.13	617,822.00	796,292.00	178,470.00	28.89%
Total Department: 320 - STREETS & STORMWAYS:		**13,920,584.23**	**602,368.40**	**78,032.13**	**617,822.00**	**796,292.00**	**178,470.00**	**28.89%**
Department: 400 - PARKS & RECREATION-GENERAL								
01-400-001-5672	MEDIUM DUTY VEHICLE	20,263.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-001-5689	OTHER EQUIP	9,595.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-351-5629	OTHER SITE IMPROVEMENTS	126,065.62	90,967.09	218,928.47	1,221,700.00	1,299,600.00	77,900.00	6.38%
01-400-920-5623	PLAYGROUNDS	0.00	0.00	0.00	0.00	700,000.00	700,000.00	0.00%
01-400-920-5629	OTHER SITE IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5629	OTHER SITE IMPROVEMENTS	13,248.73	643,620.70	0.00	0.00	0.00	0.00	0.00%
01-400-938-5629	OTHER SITE IMPROVEMENTS	0.00	3,537.74	3,643.75	754,145.00	30,000.00	-724,145.00	-96.02%
Total Department: 400 - PARKS & RECREATION-GENERAL:		**169,172.95**	**738,125.53**	**222,572.22**	**1,975,845.00**	**2,029,600.00**	**53,755.00**	**2.72%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 420 - COMMUNITY PROMOTION								
01-420-405-5621	FURNITURE/FIXTURES	10,337.82	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-470-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 420 - COMMUNITY PROMOTION:		**10,337.82**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Expense:		**16,573,526.54**	**1,990,956.72**	**683,033.47**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**
Report Total:		**16,573,526.54**	**1,990,956.72**	**683,033.47**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**

FY 2027 General Fund Capital Improvements

Buildings and Facilities

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY27 Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Dorchester Community Center	40	06/2028	1	Facilities	State Grant $1,250,000 Pending Project Reserve $100,000 Fund Balance $450,000	$1,250,000	$1,800,000	GOAL #30, Action 1: Meet identified facilities needs especially for indoor recreation and sports fitness, walking and swimming, and programming for youth, elderly and disabled residents.	The Dorchester Community Center would provide a safe haven for local youth, while providing a place for children and youth to gather for assistance with homework, life skills, and other trainings. The center could also be used for seniors or other groups of residents.	No significant impact anticipated, but there could be an increase in utilities with more use of the facility
Rehab old PW Bldg	30	03/2027	1	Facilities	Fund Balance	$150,000	$150,000	This aligns with the goal of providing for future infrastructure needs. The Utilities section has outgrown its current space and with new growth it will need to expand to keep up.	The old PW building is in disrepair and can only be used for storage. We would like to rehab it for the Utilities section to use for inventory storage and office space.	No significant impact anticipated
Fire Station Preservation	40	06/2028	1	Facilities	Project Reserve $39,825 Fund Balance	$144,000	$144,000	GOAL #1: La Plata will maintain and enforce its plans and policies to strengthen the downtown core and maintain its small-town character.	To complete necessary renovations to update and preserve the Town asset.	No significant impact anticipated

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Wills Park Basketball and Tennis Court Refurbishment	20	06/2027	1	Public Works	Fund Balance	$30,000	$30,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Resurface basketball and tennis courts at Wills park.	No significant impact anticipated
Town Park Upgrades and Refurbishments	20	06/2027	1	Public Works	Fund Balance	$700,000	$700,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	For needed grade and raise playground foundation of community parks including drainage and install rubber safety matting. New playground equipment to promote improved safety and overall Park aesthetic.	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
La Plata Bikeway	20	06/2028	1	Public Works	MDOT Bikeways Program $525,000 MDOT Transportation Alt. Program $2,300,000 Safe Streets for All $135,000 Charles County $175,000 Reimbursement Unassigned Fund Balance $114,000	$1,299,600	$3,249,000	Continue to make La Plata a very walkable community (Comp Plan., P.59); Encourage programs and projects that connect residents to the town's natural resources (Comp Plan, P. 11)	This project will construct a 10' shared use pathway from Milton Somers Middle School to Rosewick Road via Willow Lane, MD 6, MD 488, and Radio Station Road.	Normal maintenance is estimated at $1,000 annually

Intangible (Studies, Planning, & Software Implementations)

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Budgeting System Implementation	N/A	12/2026	1	Finance	Fund Balance	$35,000	$35,000	Strategic Goals - Good Governance, Operational Excellence, and Community Identity. Supports goal 21 of the Comprehensive Plan Establish a Capital Improvement Plan to guide town's infrastructure investment.	A comprehensive budgeting platform to enhance departmental budget preparation, improve capital budget and capital improvement planning, expand analysis and forecasting capabilities, and provide an interactive public-facing budget component.	On going expenditure for lincses are estimated to be $35,000 in the first year with subsequent increases for each following year.
CODY Upgrade	10	09/2026	1	Police	Fund Balance	$9,800	$9,800	Goals 2 & 5. Resources for effective delivery of services	One time implementation fee to upgrade the current on-site based report management system (RMS) to a web-based version, eliminating extra paid modules and bringing the PD's reporting capabilities up to standards.	Once implemented, the cost will be $10,000 more per year for the licensing and support than the current outdated version.
Compensation Study	5	02/2027	1	HR	Fund Balance	$60,000	$60,000	Good Governance, Operational Excellence	A comprehensive assessment and analysis of our compensation strategy and classification of positions to ensure we comply with the Council's goal of meeting or exceeding market standards. Ensuring our compensation strategy is competitive to attract and retain talent.	One-time cost of the study. Additional impact could be on payroll (salaries) if we are found to be below market, which would also increase Employer contribution costs to the pension and other Town-paid benefits.
Land-Use Fiscal Analysis by Matrix Consulting	4	12/2026	1	Planning	Fund Balance	$90,000	$90,000	Strategic Goals - Good Governance and Economic Prosperity.	To determine if the current land-use zoning in the Town is revenue positive, neutral or negative.	No significant impact anticipated
Neighborhood Traffic Calming		06/2027	1	Planning	USDOT Grant (SS4A) $92,000 Pending Fund Balance $23,000	$115,000	$115,000	Goal 16 - Continue to make La Plata a very walkable community.	In response to community concerns and unsafe conditions, there needs to a process and funding mechanism to install traffic calming devices. This project will design and implement neighborhood traffic calming at locations throughout La Plata.	No significant impact anticipated

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	06/2027	1	Public Works	HUR Funding	$796,292	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
Southwest Access Management & Safety Improvements	25	06/2027	1	Planning	USDOT Grant (SS4A) $148,000 Pending Fund Balance $37,000	$185,000	$185,000	Goal 15, #5 - Work with SHA to improve access management and safety along US 301	This project is developing conceptual alternatives and preliminary engineering for traffic safety and operations along US 301 between MD 6 and Old Stagecoach Road.	No significant impact anticipated

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Vehicle & Upfitting - Unmarked	7	12/2026	1	Police	Fund Balance & $20,000 from MADTF	$82,500	$82,500	Goals 2 & 5. Resources for effective delivery of services	Replacement of PD 801 - 10 years old	No significant impact
Vehicle & Upfitting - Unmarked	7	12/2026	1	Police	Fund Balance	$82,500	$82,500	Goals 2 & 5. Resources for effective delivery of services	Replacement of PD 604 - 10 years old	No significant impact
3/4 Ton Pickup with plow and spreader	10	01/2027	1	Public Works	Fund Balance	$100,000	$100,000		3/4 ton pickup with a snow plow and salt spreader	
Truck	10	01/2027	1	Facilities Main	Fund Balance	$100,000	$100,000		New service truck for Facilities Manager Position	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Radar Unit (2)	10	12/2026	1	Police	Fund Balance	$6,000	$6,000	Goals 2 & 5. Resources for effective delivery of services	2 Doppler radar in-car units, including mounts and needed hardware.	No significant impact
Police Mobile Radios - Motorola	10	12/2026	1	Police	Fund Balance	$25,000	$25,000	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Backup current switch configuration	6	12/2027	1	IT	Fund Balance	$130,000	$130,000	Strategic Goals - Good Governance and Operational Excellence	Replace the three network switches in the Town Hall server room to adhere to industry specifications and provide the Town Hall network with updated industry security standards and protective and proactive measures.	None

Sanitation Fund Description

The Sanitation Department is a critical function within the Sanitation Fund, responsible for the efficient collection, disposal, and recycling of solid waste in the Town of La Plata. This department manages all activities related to refuse, recyclables, and yard waste, ensuring that waste is handled in an environmentally responsible manner and in compliance with local regulations. The Sanitation Department also provides residents with the option to schedule special pick-ups for bulk waste or other materials, offering additional flexibility and convenience.

The Sanitation Department is essential to maintaining a clean, safe, and healthy environment for the community. By properly managing solid waste and recycling programs, the department helps reduce environmental impact, improve public health, and maintain the aesthetic integrity of the Town.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 80 - SANITATION FUND							
Department: 330 - SANITATION							
51 - SALARY & WAGES	$ 332,046	$ 533,460	$ 345,533	$ 596,057	$ 580,533	$ (15,524)	-2.60
52 - FRINGE BENEFITS	$ 212,843	$ 343,417	$ 226,118	$ 419,940	$ 349,088	$ (70,852)	-16.87
53 - CONTRACTED SERVICES	$ 759,759	$ 847,759	$ 542,391	$ 907,063	$ 934,364	$ 27,301	3.01
54 - SUPPLIES & MATERIALS	$ 39,995	$ 94,650	$ 75,586	$ 142,780	$ 152,306	$ 9,526	6.67
55 - OTHER EXPENDITURES	$ 63,264	$ 65,447	$ 348	$ 68,563	$ 70,640	$ 2,077	3.03
56 - CAPITAL OUTLAY	$ 86,035	$ 12,022	$ -	$ 250,000	$ 250,000	$ -	0.00
59 - OTHER FINANCING USES	$ 211,242	$ 263,629	$ 139,178	$ 278,355	$ 278,751	$ 396	0.14
Department Total	**$ 1,705,183**	**$ 2,160,384**	**$ 1,329,155**	**$ 2,662,758**	**$ 2,615,682**	**$ (47,076)**	**-1.77**
Total Fund: 80 - SANITATION FUND:	**$ 1,705,183**	**$ 2,160,384**	**$ 1,329,155**	**$ 2,662,758**	**$ 2,615,682**	**$ (47,076)**	**-1.77**

Sanitation Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND							
Revenue							
46 - SERVICE CHARGES	1,625,155.53	2,129,114.72	1,162,585.07	2,256,025.00	2,495,207.00	239,182.00	10.60%
47 - FEES, FINES, FORFEITURES	29,330.38	35,734.21	15,064.56	53,894.00	33,000.00	-20,894.00	-38.77%
48 - MISCELLANEOUS REVENUES	42,759.86	37,075.35	20,764.60	23,147.00	19,600.00	-3,547.00	-15.32%
49 - OTHER FINANCING SOURCES	0.00	0.00	0.00	79,692.00	0.00	-79,692.00	-100.00%
Total Revenue:	**1,697,245.77**	**2,201,924.28**	**1,198,414.23**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Expense							
51 - SALARY & WAGES	332,046.10	533,460.08	285,420.77	596,057.00	580,533.00	-15,524.00	-2.60%
52 - FRINGE BENEFITS	212,842.87	343,416.93	195,141.96	419,940.00	332,123.00	-87,817.00	-20.91%
53 - CONTRACTED SERVICES	759,758.88	847,758.52	450,559.68	907,063.00	933,454.00	26,391.00	2.91%
54 - SUPPLIES & MATERIALS	39,994.92	94,649.79	41,891.31	142,780.00	152,306.00	9,526.00	6.67%
55 - OTHER EXPENDITURES	63,263.51	65,447.20	241.30	68,563.00	70,640.00	2,077.00	3.03%
59 - OTHER FINANCING USES	211,242.00	263,629.00	139,178.00	278,355.00	478,751.00	200,396.00	71.99%
Total Expense:	**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Total Fund: 80 - SANITATION FUND:	**78,097.49**	**53,562.76**	**85,981.21**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**78,097.49**	**53,562.76**	**85,981.21**	**0.00**	**0.00**	**0.00**	**0.00%**

Sanitation Fund Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND								
Department: 330 - SANITATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
80-330-001-5102	SALARY - OT @ 1.0	1,718.83	5,863.42	3,634.25	0.00	0.00	0.00	0.00%
80-330-001-5103	SALARY - OT @ 1.5	7,718.10	24,223.65	17,192.16	0.00	15,000.00	15,000.00	0.00%
80-330-001-5110	REGULAR FT CIVILIAN SALARY	322,166.35	503,373.01	264,594.36	596,057.00	565,533.00	-30,524.00	-5.12%
80-330-001-5160	BONUSES	442.82	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**332,046.10**	**533,460.08**	**285,420.77**	**596,057.00**	**580,533.00**	**-15,524.00**	**-2.60%**
Category: 52 - FRINGE BENEFITS								
80-330-001-5205	DENTAL	2,886.20	3,519.00	2,112.57	5,670.00	4,250.00	-1,420.00	-25.04%
80-330-001-5215	HEALTH INSURANCE	88,121.47	142,670.02	74,014.22	256,050.00	179,200.00	-76,850.00	-30.01%
80-330-001-5220	LIFE INSURANCE W/H	2,951.94	3,561.88	3,336.11	7,658.00	6,620.00	-1,038.00	-13.55%
80-330-001-5230	WORKERS' COMPENSATION	16,826.00	23,174.79	16,516.26	27,140.00	22,260.00	-4,880.00	-17.98%
80-330-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
80-330-001-5245	MSRPS PENSION	76,875.31	132,547.73	77,328.00	77,742.00	76,433.00	-1,309.00	-1.68%
80-330-001-5260	F I C A / MEDICARE	25,181.95	37,943.51	21,834.80	45,680.00	43,360.00	-2,320.00	-5.08%
	Total Category: 52 - FRINGE BENEFITS:	**212,842.87**	**343,416.93**	**195,141.96**	**419,940.00**	**332,123.00**	**-87,817.00**	**-20.91%**
Category: 53 - CONTRACTED SERVICES								
80-330-001-5301	BANK CHARGES	25,479.02	26,109.97	17,997.20	24,704.00	12,000.00	-12,704.00	-51.42%
80-330-001-5310	INSURANCE - FLOOD	0.00	8.66	0.00	9.00	0.00	-9.00	-100.00%
80-330-001-5312	INSURANCE - LIABILITY	2,488.91	3,101.79	5,638.06	3,195.00	5,920.00	2,725.00	85.29%
80-330-001-5314	INSURANCE - PROPERTY	41.69	130.44	43.63	134.00	50.00	-84.00	-62.69%
80-330-001-5316	INSURANCE - VEHICLE	6,813.92	6,633.57	7,882.32	6,833.00	8,280.00	1,447.00	21.18%
80-330-001-5318	INSURANCE - DEDUCTIBLES	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00%
80-330-001-5325	LICENSES/USER FEES	403,767.73	504,009.84	274,203.22	543,414.00	543,414.00	0.00	0.00%
80-330-001-5333	M&R-VEHICLES	21,305.96	22,052.52	14,303.75	45,000.00	45,000.00	0.00	0.00%
80-330-001-5338	M&R-OTHER	89.31	551.25	29.34	2,000.00	2,000.00	0.00	0.00%
80-330-001-5340	POSTAGE / DELIVERY	3,303.98	3,491.03	1,784.12	3,000.00	3,000.00	0.00	0.00%
80-330-001-5345	PRINTING / REPRODUCTION SE	0.00	0.00	1,628.00	0.00	0.00	0.00	0.00%
80-330-001-5383	TELEPHONE-WIRELESS-VOICE	341.01	219.89	506.49	500.00	500.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
80-330-001-5399	OTHER CONTRACTED SERVICES	73,811.96	5,232.72	1,241.70	2,520.00	2,750.00	230.00	9.13%
Total Category: 53 - CONTRACTED SERVICES:		**537,443.49**	**573,541.68**	**325,257.83**	**631,309.00**	**622,914.00**	**-8,395.00**	**-1.33%**
Category: 54 - SUPPLIES & MATERIALS								
80-330-001-5410	FUEL - GAS/DIESEL/OTHER	29,805.25	33,505.12	12,273.99	46,295.00	45,806.00	-489.00	-1.06%
80-330-001-5445	UNIFORMS/SHOES/BOOTS	7,518.08	17,143.01	8,486.66	18,485.00	18,500.00	15.00	0.08%
80-330-001-5458	SM CAP - OTHER EQUIP	0.00	41,645.00	20,400.00	75,000.00	85,000.00	10,000.00	13.33%
80-330-001-5499	SUPPLIES - OTHER	2,481.86	2,356.66	730.66	3,000.00	3,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**39,805.19**	**94,649.79**	**41,891.31**	**142,780.00**	**152,306.00**	**9,526.00**	**6.67%**
Category: 55 - OTHER EXPENDITURES								
80-330-001-5507	DEPREC EXP-SAN	63,263.51	65,341.20	0.00	63,263.00	65,340.00	2,077.00	3.28%
80-330-001-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	0.00	200.84	0.00	0.00	0.00	0.00%
80-330-001-5574	REGISTRATION	0.00	106.00	0.00	5,300.00	5,300.00	0.00	0.00%
80-330-001-5579	MISCELLANEOUS OTHER	0.00	0.00	40.46	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**63,263.51**	**65,447.20**	**241.30**	**68,563.00**	**70,640.00**	**2,077.00**	**3.03%**
Category: 59 - OTHER FINANCING USES								
80-330-001-5970	OPERATING-GENERAL-UNRESE	211,242.00	263,629.00	139,178.00	278,355.00	278,751.00	396.00	0.14%
80-330-001-5971	Transfer to Capital	0.00	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Total Category: 59 - OTHER FINANCING USES:		**211,242.00**	**263,629.00**	**139,178.00**	**278,355.00**	**478,751.00**	**200,396.00**	**71.99%**
Total Activity: 001 - General Operations:		**1,396,643.16**	**1,874,144.68**	**987,131.17**	**2,137,004.00**	**2,237,267.00**	**100,263.00**	**4.69%**
Activity: 325 - Leaf/Yard Waste Collection								
Category: 53 - CONTRACTED SERVICES								
80-330-325-5338	M&R-OTHER	4,063.71	0.00	0.00	3,000.00	3,000.00	0.00	0.00%
80-330-325-5399	OTHER CONTRACTED SERVICES	20,429.52	16,252.26	10,608.98	42,000.00	45,000.00	3,000.00	7.14%
Total Category: 53 - CONTRACTED SERVICES:		**24,493.23**	**16,252.26**	**10,608.98**	**45,000.00**	**48,000.00**	**3,000.00**	**6.67%**
Category: 54 - SUPPLIES & MATERIALS								
80-330-325-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
80-330-325-5440	TOOLS/EQUIPMENT	69.89	0.00	0.00	0.00	0.00	0.00	0.00%
80-330-325-5499	SUPPLIES - OTHER	119.84	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**189.73**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 325 - Leaf/Yard Waste Collection:		**24,682.96**	**16,252.26**	**10,608.98**	**45,000.00**	**48,000.00**	**3,000.00**	**6.67%**
Activity: 330 - Mosquito spraying								
Category: 53 - CONTRACTED SERVICES								
80-330-330-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 330 - Mosquito spraying:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 340 - Recycling								
Category: 53 - CONTRACTED SERVICES								
80-330-340-5399	OTHER CONTRACTED SERVICES	197,822.16	257,964.58	114,692.87	230,754.00	262,540.00	31,786.00	13.77%
Total Category: 53 - CONTRACTED SERVICES:		**197,822.16**	**257,964.58**	**114,692.87**	**230,754.00**	**262,540.00**	**31,786.00**	**13.77%**
Category: 54 - SUPPLIES & MATERIALS								
80-330-340-5499	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 340 - Recycling:		**197,822.16**	**257,964.58**	**114,692.87**	**230,754.00**	**262,540.00**	**31,786.00**	**13.77%**
Total Department: 330 - SANITATION:		**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Total Fund: 80 - SANITATION FUND:		**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Report Total:		**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**

Sanitation Fund Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	40,527.20	0.00	0.00	0.00	0.00	0.00	0.00%
492 - TRANSFER IN	0.00	0.00	0.00	250,000.00	200,000.00	-50,000.00	-20.00%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
Total Revenue:	**40,527.20**	**0.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
Expense							
566 - TRANSPORTATION	86,035.00	12,022.00	0.00	0.00	0.00	0.00	0.00%
567 - VEHICLES	0.00	0.00	0.00	250,000.00	250,000.00	0.00	0.00%
Total Expense:	**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
Total Fund: 80 - SANITATION FUND:	**-45,507.80**	**-12,022.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**-45,507.80**	**-12,022.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Sanitation Fund Capital Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND								
Expense								
SubCategory: 566 - TRANSPORTATION								
80-330-001-5689	OTHER EQUIP	73,925.00	12,022.00	0.00	0.00	0.00	0.00	0.00%
80-330-340-5689	OTHER EQUIP	12,110.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total SubCategory: 566 - TRANSPORTATION:		**86,035.00**	**12,022.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 567 - VEHICLES								
80-330-001-5673	HEAVY DUTY VEHICLE	0.00	0.00	0.00	250,000.00	250,000.00	0.00	0.00%
Budget Detail								
Budget Code	**Description**		**Units**	**Price**	**Amount**			
Town Manager	Trash Truck to replace S10		1.00	250,000.00	250,000.00			
Total SubCategory: 567 - VEHICLES:		**0.00**	**0.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
Total Expense:		**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
Total Fund: 80 - SANITATION FUND:		**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
Report Total:		**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**

WATER FUND

Distribution Department Description:

The Water Distribution Department is a critical component of the Water Fund, responsible for the safe and efficient transmission of potable water to homes, businesses, and public facilities throughout the Town. This department ensures that water is delivered reliably and at the required pressure while maintaining compliance with all state and federal water quality standards. Responsibilities include maintaining and repairing water mains, service lines, valves, and hydrants, as well as responding to leaks, breaks, and other service disruptions.

The Water Distribution Department is essential to maintaining the Town's water infrastructure, preventing costly emergency repairs, and ensuring uninterrupted water service. This department supports routine maintenance, system upgrades, and long-term improvements to enhance efficiency and sustainability. Reliable water distribution is vital to public health, fire protection, economic development, and the overall quality of life in the community.

Production and Storage Department Description:

The Water Production and Storage Department is a vital component of the Water Fund, responsible for the safe and efficient production, treatment, and storage of the Town's potable water supply. This department ensures that water quality meets or exceeds all state and federal drinking water standards while maintaining sufficient supply to meet residential, commercial, and emergency demands. The Town operates five active wells and three active water towers, which require ongoing monitoring, maintenance, and upgrades to ensure reliability and efficiency.

The Water Production and Storage Department is essential to safeguarding public health, maintaining water system resilience, and supporting the Town's continued growth. This department allow for critical infrastructure maintenance, water quality testing, system upgrades, and emergency preparedness. Reliable water production and storage are fundamental to daily life, fire protection, and economic development, making continued financial support a priority for the Town's sustainability and long-term planning.

FY2026 Performance Highlights

In FY2026, the Department made measurable progress across multiple service areas. Key accomplishments included advancement of the Wills Park Playground project, improvements to the Advanced Metering Infrastructure (AMI) system with read rates increasing from 86% to over 94%, and continued improvements to the Public Works yard.

Operational activity remained high, with hundreds of service requests and maintenance activities completed, including utility service calls and infrastructure maintenance. The Department also supported Miss Utility locates.

FY2027 Priorities

In FY2027, the Public Works Department will focus on:

- Continuing organizational culture improvements and workforce development
- Enhancing AMI system performance and utility operations
- Advancing infrastructure maintenance, including hydrant repairs
- Supporting recruitment and retention of skilled staff
- Modernizing fleet and equipment to improve service reliability

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 84 - WATER FUND							
Department: 350 - DISTRIBUTION							
51 - SALARY & WAGES	$ 179,562	$ 184,498	$ 110,790	$ 255,005	$ 305,122	$ 50,117	19.65
52 - FRINGE BENEFITS	$ 73,897	$ 74,703	$ 63,209	$ 130,516	$ 199,506	$ 68,990	52.86
53 - CONTRACTED SERVICES	$ 186,165	$ 318,686	$ 171,690	$ 202,441	$ 179,387	$ (23,054)	-11.39
54 - SUPPLIES & MATERIALS	$ 191,995	$ 366,484	$ 62,460	$ 347,171	$ 284,071	$ (63,100)	-18.18
55 - OTHER EXPENDITURES	$ 90,742	$ 92,046	$ 6,490	$ 92,170	$ 91,146	$ (1,024)	-1.11
56 - CAPITAL OUTLAY	$ 4,500	$ -	$ 61,082	$ 2,379,200	$ 3,075,000	$ 695,800	29.25
59 - OTHER FINANCING USES	$ 162,288	$ 208,816	$ 126,493	$ 226,218	$ 255,255	$ 29,037	12.84
Department Total	**$ 889,149**	**$ 1,245,232**	**$ 602,215**	**$ 3,632,721**	**$ 4,389,487**	**$ 756,766**	**20.83**
Department: 355 - PRODUCTION & STORAGE							
53 - CONTRACTED SERVICES	$ 337,585	$ 370,019	$ 278,591	$ 471,441	$ 422,141	$ (49,300)	-10.46
54 - SUPPLIES & MATERIALS	$ 239	$ 32,702	$ 37,781	$ 5,000	$ 45,000	$ 40,000	800.00
55 - OTHER EXPENDITURES	$ 148,882	$ 153,292	$ -	$ 149,830	$ 136,850	$ (12,980)	-8.66
56 - CAPITAL OUTLAY	$ -	$ 1,526	$ 87,890	$ -	$ -	$ -	0.00
Department Total	**$ 486,706**	**$ 557,539**	**$ 404,262**	**$ 626,271**	**$ 603,991**	**$ (22,280)**	**-3.56**
Total Fund: 84 - WATER FUND:	**$ 1,375,855**	**$ 1,802,771**	**$ 1,006,476**	**$ 4,258,992**	**$ 4,993,478**	**$ 734,486**	**17.25**

Water Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND							
Revenue							
40 - LOCAL TAX REVENUE	0.00	-7,693.81	0.00	0.00	0.00	0.00	0.00%
41 - LICENSES & PERMITS	2,880.00	6,458.40	0.00	0.00	0.00	0.00	0.00%
46 - SERVICE CHARGES	1,652,093.17	1,781,101.20	857,680.53	1,751,380.00	1,799,454.00	48,074.00	2.74%
47 - FEES, FINES, FORFEITURES	22,502.51	26,971.41	10,156.09	30,573.00	23,000.00	-7,573.00	-24.77%
48 - MISCELLANEOUS REVENUES	82,266.69	82,640.87	52,383.67	73,222.00	63,342.00	-9,880.00	-13.49%
49 - OTHER FINANCING SOURCES	0.00	0.00	0.00	32,682.00	32,682.00	0.00	0.00%
Total Revenue:	**1,759,742.37**	**1,889,478.07**	**920,220.29**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**
Expense							
51 - SALARY & WAGES	179,561.65	184,497.83	76,030.98	255,005.00	303,555.00	48,550.00	19.04%
52 - FRINGE BENEFITS	73,897.08	74,702.94	50,228.62	130,516.00	186,553.00	56,037.00	42.93%
53 - CONTRACTED SERVICES	523,749.88	688,704.05	375,517.83	673,882.00	599,608.00	-74,274.00	-11.02%
54 - SUPPLIES & MATERIALS	192,233.91	399,185.41	77,726.99	352,171.00	329,071.00	-23,100.00	-6.56%
55 - OTHER EXPENDITURES	239,624.42	245,338.45	6,115.10	242,000.00	244,436.00	2,436.00	1.01%
59 - OTHER FINANCING USES	162,288.00	208,816.00	126,493.23	234,283.00	255,255.00	20,972.00	8.95%
Total Expense:	**1,371,354.94**	**1,801,244.68**	**712,112.75**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**
Total Fund: 84 - WATER FUND:	**388,387.43**	**88,233.39**	**208,107.54**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**388,387.43**	**88,233.39**	**208,107.54**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND								
Department: 350 - DISTRIBUTION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
84-350-001-5102	SALARY - OT @ 1.0	1,431.61	2,506.05	1,233.90	0.00	0.00	0.00	0.00%
84-350-001-5103	SALARY - OT @ 1.5	26,344.95	39,817.28	14,420.40	36,000.00	38,760.00	2,760.00	7.67%
84-350-001-5110	REGULAR FT CIVILIAN SALARY	148,939.79	142,174.50	60,376.68	219,005.00	264,795.00	45,790.00	20.91%
84-350-001-5160	BONUSES	338.85	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**177,055.20**	**184,497.83**	**76,030.98**	**255,005.00**	**303,555.00**	**48,550.00**	**19.04%**
Category: 52 - FRINGE BENEFITS								
84-350-001-5205	DENTAL	1,154.23	1,063.09	492.44	1,749.00	2,460.00	711.00	40.65%
84-350-001-5215	HEALTH INSURANCE	36,237.25	33,282.25	15,212.45	71,912.00	114,370.00	42,458.00	59.04%
84-350-001-5220	LIFE INSURANCE W/H	1,274.53	1,315.60	625.49	2,447.00	3,130.00	683.00	27.91%
84-350-001-5230	WORKERS' COMPENSATION	8,170.00	9,162.45	5,875.27	9,270.00	10,460.00	1,190.00	12.84%
84-350-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
84-350-001-5245	MSRPS PENSION	13,785.57	16,440.98	22,212.00	28,318.00	35,783.00	7,465.00	26.36%
84-350-001-5260	F I C A / MEDICARE	13,085.74	13,438.57	5,810.97	16,820.00	20,350.00	3,530.00	20.99%
	Total Category: 52 - FRINGE BENEFITS:	**73,707.32**	**74,702.94**	**50,228.62**	**130,516.00**	**186,553.00**	**56,037.00**	**42.93%**
Category: 53 - CONTRACTED SERVICES								
84-350-001-5300	ADS & NOTICES	0.00	0.00	60.50	0.00	0.00	0.00	0.00%
84-350-001-5301	BANK CHARGES	23,582.09	23,997.72	16,537.93	20,635.00	12,000.00	-8,635.00	-41.85%
84-350-001-5310	INSURANCE - FLOOD	0.00	573.04	529.88	590.00	560.00	-30.00	-5.08%
84-350-001-5312	INSURANCE - LIABILITY	1,114.84	1,119.67	1,773.25	1,153.00	1,870.00	717.00	62.19%
84-350-001-5314	INSURANCE - PROPERTY	5,610.15	5,748.08	7,270.64	5,921.00	7,640.00	1,719.00	29.03%
84-350-001-5316	INSURANCE - VEHICLE	3,546.87	3,707.44	5,180.36	3,819.00	5,440.00	1,621.00	42.45%
84-350-001-5318	INSURANCE - DEDUCTIBLES	0.00	11,104.23	-9,369.51	0.00	0.00	0.00	0.00%
84-350-001-5325	LICENSES/USER FEES	31,879.15	41,972.47	39,793.00	48,274.00	49,858.00	1,584.00	3.28%
84-350-001-5333	M&R-VEHICLES	4,506.52	5,676.09	1,215.58	7,000.00	7,000.00	0.00	0.00%
84-350-001-5338	M&R-OTHER	1,731.25	2,281.02	0.00	0.00	0.00	0.00	0.00%
84-350-001-5340	POSTAGE / DELIVERY	3,345.59	3,562.98	2,681.87	4,000.00	4,000.00	0.00	0.00%
84-350-001-5345	PRINTING / REPRODUCTION SE	2,358.79	2,480.08	637.00	0.00	0.00	0.00	0.00%
84-350-001-5351	PROF SVCS-ATTORNEY	0.00	7,750.00	75.00	0.00	0.00	0.00	0.00%
84-350-001-5353	PROF SVCS-CONTRACTOR	16,565.17	31,653.70	23,484.70	25,000.00	25,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
84-350-001-5359	OTHER PROFESSIONAL SERVICE	50.00	16,240.00	4,640.00	16,250.00	0.00	-16,250.00	-100.00%
84-350-001-5382	TELEPHONE-WIRELESS-DATA/V	658.66	552.24	387.11	500.00	500.00	0.00	0.00%
84-350-001-5383	TELEPHONE-WIRELESS-VOICE	1,057.79	1,338.41	645.51	1,300.00	1,300.00	0.00	0.00%
84-350-001-5399	OTHER CONTRACTED SERVICES	29,004.84	81,368.41	39,999.47	17,999.00	12,299.00	-5,700.00	-31.67%
Total Category: 53 - CONTRACTED SERVICES:		**125,011.71**	**241,125.58**	**135,542.29**	**152,441.00**	**127,467.00**	**-24,974.00**	**-16.38%**
Category: 54 - SUPPLIES & MATERIALS								
84-350-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	2,236.48	0.00	10,000.00	10,000.00	0.00%
84-350-001-5410	FUEL - GAS/DIESEL/OTHER	11,624.76	12,368.72	4,680.63	15,202.00	15,202.00	0.00	0.00%
84-350-001-5426	Chemical Supplies	0.00	0.00	0.00	35,000.00	0.00	-35,000.00	-100.00%
84-350-001-5430	REPAIR/REPLACEMENT PARTS/	2,086.78	18,375.40	12,426.47	110,500.00	110,500.00	0.00	0.00%
84-350-001-5440	TOOLS/EQUIPMENT	18,401.60	2,917.77	3,597.73	25,300.00	25,300.00	0.00	0.00%
84-350-001-5445	UNIFORMS/SHOES/BOOTS	1,129.47	3,572.62	2,241.83	5,631.00	5,631.00	0.00	0.00%
84-350-001-5453	SM CAP - COMMUNICATIONS E	0.00	16,717.23	0.00	0.00	0.00	0.00	0.00%
84-350-001-5458	SM CAP - OTHER EQUIP	0.00	3,396.50	3,294.75	36,888.00	36,888.00	0.00	0.00%
84-350-001-5499	SUPPLIES - OTHER	158,752.76	309,135.67	17,664.95	118,650.00	80,550.00	-38,100.00	-32.11%
Total Category: 54 - SUPPLIES & MATERIALS:		**191,995.37**	**366,483.91**	**46,142.84**	**347,171.00**	**284,071.00**	**-63,100.00**	**-18.18%**
Category: 55 - OTHER EXPENDITURES								
84-350-001-5507	DEPREC EXP-WTR-DISTR	74,492.08	75,145.69	0.00	75,585.00	75,150.00	-435.00	-0.58%
84-350-001-5570	INCIDENTALS-PARKING, TOLLS,	222.00	103.00	0.00	24.00	24.00	0.00	0.00%
84-350-001-5571	LODGING	2,313.24	2,017.72	0.00	3,030.00	3,030.00	0.00	0.00%
84-350-001-5572	MEALS	1,086.00	1,893.20	0.00	1,512.00	1,512.00	0.00	0.00%
84-350-001-5573	MILEAGE-LOCAL	1,495.11	1,291.77	0.00	1,344.00	1,344.00	0.00	0.00%
84-350-001-5574	REGISTRATION	3,812.40	5,457.25	25.00	4,760.00	4,760.00	0.00	0.00%
84-350-001-5599	MISCELLANEOUS OTHER	266.67	400.00	175.23	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**83,687.50**	**86,308.63**	**200.23**	**86,255.00**	**85,820.00**	**-435.00**	**-0.50%**
Category: 59 - OTHER FINANCING USES								
84-350-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
84-350-001-5970	OPERATING-GENERAL-UNRESE	162,288.00	208,816.00	99,726.00	199,451.00	227,899.00	28,448.00	14.26%
84-350-001-5971	Transfer to Capital	0.00	0.00	0.00	8,065.00	0.00	-8,065.00	-100.00%
Total Category: 59 - OTHER FINANCING USES:		**162,288.00**	**208,816.00**	**99,726.00**	**207,516.00**	**227,899.00**	**20,383.00**	**9.82%**
Total Activity: 001 - General Operations:		**813,745.10**	**1,161,934.89**	**407,870.96**	**1,178,904.00**	**1,215,365.00**	**36,461.00**	**3.09%**
Activity: 002 - Maintenance								
Category: 51 - SALARY & WAGES								
84-350-002-5103	SALARY - OT @ 1.5	2,506.45	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**2,506.45**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
84-350-002-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
84-350-002-5260	F I C A / MEDICARE	189.76	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**189.76**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 002 - Maintenance:	**2,696.21**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
84-350-005-5356	PROF SVCS-IT SUPPORT	59,303.25	77,559.93	7,084.62	50,000.00	50,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**59,303.25**	**77,559.93**	**7,084.62**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
	Total Activity: 005 - GIS:	**59,303.25**	**77,559.93**	**7,084.62**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
Activity: 630 - AMR/Meter Replacement								
Category: 53 - CONTRACTED SERVICES								
84-350-630-5351	PROF SVCS-ATTORNEY	1,850.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,850.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 630 - AMR/Meter Replacement:	**1,850.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 825 - MDE 2011 SRF-AMR/Meter Upgrade #1								
Category: 55 - OTHER EXPENDITURES								
84-350-825-5505	MDE 11 SRF/AMR LN COSTS/FE	1,529.13	1,529.13	1,529.13	1,529.00	1,529.00	0.00	0.00%
84-350-825-5534	INTEREST-STATE LOANS	5,525.74	4,208.27	4,385.74	4,386.00	3,797.00	-589.00	-13.43%
	Total Category: 55 - OTHER EXPENDITURES:	**7,054.87**	**5,737.40**	**5,914.87**	**5,915.00**	**5,326.00**	**-589.00**	**-9.96%**
Category: 59 - OTHER FINANCING USES								
84-350-825-5902	MDE 11 SRF/AMR LN PRIN -	0.00	0.00	26,767.23	26,767.00	27,356.00	589.00	2.20%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**26,767.23**	**26,767.00**	**27,356.00**	**589.00**	**2.20%**
	Total Activity: 825 - MDE 2011 SRF-AMR/Meter Upgrade #1:	**7,054.87**	**5,737.40**	**32,682.10**	**32,682.00**	**32,682.00**	**0.00**	**0.00%**
	Total Department: 350 - DISTRIBUTION:	**884,649.43**	**1,245,232.22**	**447,637.68**	**1,261,586.00**	**1,298,047.00**	**36,461.00**	**2.89%**
Department: 355 - PRODUCTION & STORAGE								
Activity: 001 - General Operations								
Category: 53 - CONTRACTED SERVICES								
84-355-001-5338	M&R-OTHER	775.54	0.00	0.00	55,000.00	55,000.00	0.00	0.00%
84-355-001-5354	PRF SVCS-FAC OPS-WTR-S&P	14,718.60	14,143.75	9,635.95	14,000.00	14,700.00	700.00	5.00%
84-355-001-5399	OTHER CONTRACTED SERVICES	114,060.35	87,281.68	64,908.41	139,300.00	89,300.00	-50,000.00	-35.89%
	Total Category: 53 - CONTRACTED SERVICES:	**129,554.49**	**101,425.43**	**74,544.36**	**208,300.00**	**159,000.00**	**-49,300.00**	**-23.67%**
Category: 54 - SUPPLIES & MATERIALS								
84-355-001-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
84-355-001-5426	Chemical Supplies	0.00	27,074.25	17,880.75	0.00	40,000.00	40,000.00	0.00%
84-355-001-5430	REPAIR/REPLACEMENT PARTS/	0.00	1,949.80	6,676.74	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
84-355-001-5499	SUPPLIES - OTHER	132.93	3,283.43	987.24	5,000.00	5,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**132.93**	**32,307.48**	**25,544.73**	**5,000.00**	**45,000.00**	**40,000.00**	**800.00%**
Category: 55 - OTHER EXPENDITURES								
84-355-001-5507	DEPREC EXP-WTR-P&S	148,882.05	153,292.42	0.00	149,830.00	153,290.00	3,460.00	2.31%
Total Category: 55 - OTHER EXPENDITURES:		**148,882.05**	**153,292.42**	**0.00**	**149,830.00**	**153,290.00**	**3,460.00**	**2.31%**
Total Activity: 001 - General Operations:		**278,569.47**	**287,025.33**	**100,089.09**	**363,130.00**	**357,290.00**	**-5,840.00**	**-1.61%**
Activity: 980 - Well 5								
Category: 53 - CONTRACTED SERVICES								
84-355-980-5338	M&R-OTHER	244.42	29.95	3,317.44	0.00	0.00	0.00	0.00%
84-355-980-5370	ELECTRICITY-WELL#5	2,778.71	4,220.02	1,873.69	4,056.00	4,056.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**3,023.13**	**4,249.97**	**5,191.13**	**4,056.00**	**4,056.00**	**0.00**	**0.00%**
Total Activity: 980 - Well 5:		**3,023.13**	**4,249.97**	**5,191.13**	**4,056.00**	**4,056.00**	**0.00**	**0.00%**
Activity: 982 - Well 8								
Category: 53 - CONTRACTED SERVICES								
84-355-982-5338	M&R-OTHER-WELL#8	19,287.97	1,631.84	1,124.00	0.00	0.00	0.00	0.00%
84-355-982-5370	ELECTRICITY-WELL#8	92,963.16	121,303.86	67,140.30	131,374.00	131,374.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**112,251.13**	**122,935.70**	**68,264.30**	**131,374.00**	**131,374.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
84-355-982-5430	RPR/RPLCMNT PRTS/MTRLS-W	105.61	30.44	6,028.38	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**105.61**	**30.44**	**6,028.38**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 982 - Well 8:		**112,356.74**	**122,966.14**	**74,292.68**	**131,374.00**	**131,374.00**	**0.00**	**0.00%**
Activity: 983 - Well 9								
Category: 53 - CONTRACTED SERVICES								
84-355-983-5338	M&R-OTHER-WELL #9	11,365.02	24,117.66	650.00	0.00	0.00	0.00	0.00%
84-355-983-5370	ELECTRICITY-WELL#9	13,283.34	13,525.82	14,197.96	13,529.00	13,529.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**24,648.36**	**37,643.48**	**14,847.96**	**13,529.00**	**13,529.00**	**0.00**	**0.00%**
Total Activity: 983 - Well 9:		**24,648.36**	**37,643.48**	**14,847.96**	**13,529.00**	**13,529.00**	**0.00**	**0.00%**
Activity: 984 - Well 10								
Category: 53 - CONTRACTED SERVICES								
84-355-984-5338	M&R-OTHER-WELL#10	1,908.30	248.71	650.00	0.00	0.00	0.00	0.00%
84-355-984-5370	ELECTRICITY-WELL#10	16,004.37	21,301.91	35,439.12	21,746.00	21,746.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**17,912.67**	**21,550.62**	**36,089.12**	**21,746.00**	**21,746.00**	**0.00**	**0.00%**
Total Activity: 984 - Well 10:		**17,912.67**	**21,550.62**	**36,089.12**	**21,746.00**	**21,746.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 985 - Well 11								
Category: 53 - CONTRACTED SERVICES								
84-355-985-5338	M&R-OTHER-WELL#11	739.39	1,670.63	11,793.29	0.00	0.00	0.00	0.00%
84-355-985-5370	ELECTRICITY-WELL#11 (301 Ro:	44,207.07	75,151.99	20,562.47	87,307.00	87,307.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**44,946.46**	**76,822.62**	**32,355.76**	**87,307.00**	**87,307.00**	**0.00**	**0.00%**
Total Activity: 985 - Well 11:		**44,946.46**	**76,822.62**	**32,355.76**	**87,307.00**	**87,307.00**	**0.00**	**0.00%**
Activity: 990 - Dorchester water tower								
Category: 53 - CONTRACTED SERVICES								
84-355-990-5370	ELECTRICITY-DORCHESTER WT	1,399.58	437.71	148.42	543.00	543.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,399.58**	**437.71**	**148.42**	**543.00**	**543.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
84-355-990-5499	SUPPLIES - OTHER-DORCHESTE	0.00	363.58	11.04	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**363.58**	**11.04**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 990 - Dorchester water tower:		**1,399.58**	**801.29**	**159.46**	**543.00**	**543.00**	**0.00**	**0.00%**
Activity: 991 - Roswick water tower								
Category: 53 - CONTRACTED SERVICES								
84-355-991-5370	ELECTRICITY-ROSEWICK WT	2,604.22	2,896.34	615.23	2,690.00	2,690.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**2,604.22**	**2,896.34**	**615.23**	**2,690.00**	**2,690.00**	**0.00**	**0.00%**
Total Activity: 991 - Roswick water tower:		**2,604.22**	**2,896.34**	**615.23**	**2,690.00**	**2,690.00**	**0.00**	**0.00%**
Activity: 993 - Wills Park water tower								
Category: 53 - CONTRACTED SERVICES								
84-355-993-5338	M&R-OTHER-WILLS PRK WT	0.00	337.50	0.00	0.00	0.00	0.00	0.00%
84-355-993-5370	ELECTRICITY-WILLS PRK WT	1,244.88	1,719.17	834.64	1,896.00	1,896.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,244.88**	**2,056.67**	**834.64**	**1,896.00**	**1,896.00**	**0.00**	**0.00%**
Total Activity: 993 - Wills Park water tower:		**1,244.88**	**2,056.67**	**834.64**	**1,896.00**	**1,896.00**	**0.00**	**0.00%**
Total Department: 355 - PRODUCTION & STORAGE:		**486,705.51**	**556,012.46**	**264,475.07**	**626,271.00**	**620,431.00**	**-5,840.00**	**-0.93%**
Total Fund: 84 - WATER FUND:		**1,371,354.94**	**1,801,244.68**	**712,112.75**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**
Report Total:		**1,371,354.94**	**1,801,244.68**	**712,112.75**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**

Water Fund Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	469,772.82	0.00	0.00	0.00	0.00	0.00	0.00%
492 - TRANSFER IN	0.00	46,891.64	0.00	1,462,825.00	3,000,000.00	1,537,175.00	105.08%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	916,375.00	75,000.00	-841,375.00	-91.82%
Total Revenue:	**469,772.82**	**46,891.64**	**0.00**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Expense							
562 - SITE IMPROVEMENTS	0.00	0.00	87,890.00	0.00	0.00	0.00	0.00%
565 - WATER	0.00	0.00	18,242.50	2,294,200.00	3,075,000.00	780,800.00	34.03%
566 - TRANSPORTATION	4,500.01	1,526.15	31,216.66	85,000.00	0.00	-85,000.00	-100.00%
567 - VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
591 - TRANSFER TO	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense:	**4,500.01**	**1,526.15**	**137,349.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Total Fund: 84 - WATER FUND:	**465,272.81**	**45,365.49**	**-137,349.16**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**465,272.81**	**45,365.49**	**-137,349.16**	**0.00**	**0.00**	**0.00**	**0.00%**

Water Fund Capital Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND								
Department: 350 - DISTRIBUTION								
SubCategory: 565 - WATER								
84-350-001-5654	DISTRIBUTION SYSTEM	0.00	0.00	18,242.50	2,294,200.00	3,075,000.00	780,800.00	34.03%
Total SubCategory: 565 - WATER:		**0.00**	**0.00**	**18,242.50**	**2,294,200.00**	**3,075,000.00**	**780,800.00**	**34.03%**
SubCategory: 566 - TRANSPORTATION								
84-350-001-5689	OTHER EQUIP	4,500.01	0.00	31,216.66	85,000.00	0.00	-85,000.00	-100.00%
Total SubCategory: 566 - TRANSPORTATION:		**4,500.01**	**0.00**	**31,216.66**	**85,000.00**	**0.00**	**-85,000.00**	**-100.00%**
SubCategory: 567 - VEHICLES								
84-350-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total SubCategory: 567 - VEHICLES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 591 - TRANSFER TO								
84-350-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total SubCategory: 591 - TRANSFER TO:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Department: 350 - DISTRIBUTION:		**4,500.01**	**0.00**	**49,459.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Department: 355 - PRODUCTION & STORAGE								
SubCategory: 562 - SITE IMPROVEMENTS								
84-355-985-5629	OTHER SITE IMPRVMNTS-WELL	0.00	0.00	87,890.00	0.00	0.00	0.00	0.00%
Total SubCategory: 562 - SITE IMPROVEMENTS:		**0.00**	**0.00**	**87,890.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 566 - TRANSPORTATION								
84-355-001-5689	OTHER EQUIP	0.00	1,526.15	0.00	0.00	0.00	0.00	0.00%
84-355-985-5689	OTHER EQUIP-WELL #11	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total SubCategory: 566 - TRANSPORTATION:		**0.00**	**1,526.15**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Department: 355 - PRODUCTION & STORAGE:		**0.00**	**1,526.15**	**87,890.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Fund: 84 - WATER FUND:		**4,500.01**	**1,526.15**	**137,349.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Report Total:		**4,500.01**	**1,526.15**	**137,349.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**

SEWER FUND

Sewer Collection and Conveyance Department Description:

The Sewer Collection and Conveyance Department is a vital component of the Sewer Fund, responsible for maintaining and managing the underground pipe and pump networks that collect and transport wastewater from homes, businesses, and other sources to the Town's treatment plant. With seventeen active pump stations located throughout the Town, the department ensures the efficient and reliable movement of wastewater, preventing service disruptions and protecting public health and the environment.

The Sewer Collection and Conveyance Department is essential to maintaining the integrity of the Town's wastewater infrastructure. This department supports regular maintenance, timely repairs, and system upgrades to prevent costly failures, minimize environmental risks, and ensure compliance with state and federal regulations. Properly functioning wastewater collection and conveyance systems are critical for the Town's growth and sustainability, making this a priority for protecting both residents and the local ecosystem.

Treatment Plant Description:

The Sewer Treatment Plant Department is the second essential component of the Sewer Fund, responsible for the treatment and safe disposal of wastewater in compliance with environmental regulations. The Town's Wastewater Treatment Plant, currently rated at 1.5 million gallons per day (MGD), operates at over 80% capacity, highlighting the critical need for continued investment in infrastructure upgrades. To address future demand and maintain high-quality treatment standards, the design for the next plant upgrade is underway, with phased improvements strategically planned and funded within the Town's five-year Capital Improvement Plan.

The Sewer Treatment Department is vital to ensure the continued operation, efficiency, and regulatory compliance of the wastewater treatment process. This department supports essential plant maintenance, system upgrades, and capacity expansion to accommodate the Town's growth while protecting public health and local waterways. Without sufficient financial support, aging infrastructure and increased demand could lead to service disruptions, environmental risks, and regulatory challenges. Continued funding ensures the Town can proactively manage wastewater treatment needs and maintain a safe and sustainable sewer system for the community.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 82 - SEWER FUND							
Department: 340 - COLLECTION & CONVEYANCE							
51 - SALARY & WAGES	$ 143,002	$ 157,295	$ 102,182	$ 237,005	$ 238,029	$ 1,024	0.43
52 - FRINGE BENEFITS	$ 63,583	$ 70,909	$ 59,612	$ 130,516	$ 152,505	$ 21,989	16.85
53 - CONTRACTED SERVICES	$ 298,103	$ 353,300	$ 273,716	$ 405,879	$ 367,181	$ (38,698)	-9.53
54 - SUPPLIES & MATERIALS	$ 37,559	$ 48,935	$ 21,641	$ 48,854	$ 52,854	$ 4,000	8.19
55 - OTHER EXPENDITURES	$ 381,430	$ 532,622	$ 43,234	$ 379,505	$ 494,959	$ 115,454	30.42
56 - CAPITAL OUTLAY	$ 11,351	$ -	$ 37,959	$ 860,000	$ 2,800,000	$ 1,940,000	225.58
59 - OTHER FINANCING USES	$ 495,242	$ 628,937	$ 579,194	$ 888,597	$ 1,105,120	$ 216,523	24.37
Department Total	**$ 1,430,271**	**$ 1,791,998**	**$ 1,117,537**	**$ 2,950,356**	**$ 5,210,648**	**$ 2,260,292**	**76.61**
Department: 345 - TREATMENT & DISPOSAL							
51 - SALARY & WAGES	$ 478,216	$ 540,610	$ 421,240	$ 558,595	$ 652,090	$ 93,495	16.74
52 - FRINGE BENEFITS	$ 234,345	$ 262,716	$ 212,354	$ 299,047	$ 355,973	$ 56,926	19.04
53 - CONTRACTED SERVICES	$ 802,453	$ 906,228	$ 801,487	$ 1,089,067	$ 1,147,473	$ 58,406	5.36
54 - SUPPLIES & MATERIALS	$ 448,078	$ 481,203	$ 343,377	$ 659,254	$ 692,754	$ 33,500	5.08
55 - OTHER EXPENDITURES	$ 794,556	$ 984,477	$ 38,833	$ 815,104	$ 949,523	$ 134,419	16.49
56 - CAPITAL OUTLAY	$ 25,211	$ 12,285	$ 274,346	$ 9,850,000	$ 1,960,000	$ (7,890,000)	-80.10
59 - OTHER FINANCING USES	$ -	$ -	$ 73,504	$ 52,455	$ 139,240	$ 86,785	165.45
Department Total	**$ 2,782,859**	**$ 3,187,519**	**$ 2,165,140**	**$ 13,323,522**	**$ 5,897,053**	**$ (7,426,469)**	**-55.74**
Total Fund: 82 - SEWER FUND:	**$ 4,213,130**	**$ 4,979,517**	**$ 3,282,678**	**$ 16,273,878**	**$ 11,107,701**	**$ (5,166,177)**	**-31.75**

Sewer Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND							
Revenue							
42 - INTERGOVERNMENTAL REVENUE	15,563.87	16,587.64	0.00	0.00	16,000.00	16,000.00	0.00%
46 - SERVICE CHARGES	4,054,787.07	4,666,879.54	2,499,860.52	4,866,675.00	5,250,342.00	383,667.00	7.88%
47 - FEES, FINES, FORFEITURES	52,436.89	63,763.96	26,140.19	74,006.00	59,000.00	-15,006.00	-20.28%
48 - MISCELLANEOUS REVENUES	619,533.83	705,363.62	387,345.30	533,956.00	400,532.00	-133,424.00	-24.99%
49 - OTHER FINANCING SOURCES	227,245.09	226,219.00	0.00	340,736.00	621,827.00	281,091.00	82.50%
Total Revenue:	**4,969,566.75**	**5,678,813.76**	**2,913,346.01**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**
Expense							
51 - SALARY & WAGES	621,218.58	697,905.55	359,644.11	795,600.00	889,380.00	93,780.00	11.79%
52 - FRINGE BENEFITS	297,928.75	333,625.22	216,753.84	429,563.00	481,103.00	51,540.00	12.00%
53 - CONTRACTED SERVICES	1,100,556.00	1,259,527.62	749,100.71	1,494,946.00	1,502,771.00	7,825.00	0.52%
54 - SUPPLIES & MATERIALS	485,636.72	530,138.52	290,037.68	708,108.00	745,608.00	37,500.00	5.30%
55 - OTHER EXPENDITURES	1,175,985.64	1,517,098.94	74,631.14	1,194,609.00	1,484,479.00	289,870.00	24.26%
59 - OTHER FINANCING USES	495,242.00	628,937.00	445,536.30	1,192,547.00	1,244,360.00	51,813.00	4.34%
Total Expense:	**4,176,567.69**	**4,967,232.85**	**2,135,703.78**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**
Total Fund: 82 - SEWER FUND:	**792,999.06**	**711,580.91**	**777,642.23**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**792,999.06**	**711,580.91**	**777,642.23**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND								
Department: 340 - COLLECTION & CONVEYANCE								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
82-340-001-5102	SALARY - OT @ 1.0	1,344.78	2,041.69	1,083.10	0.00	0.00	0.00	0.00%
82-340-001-5103	SALARY - OT @ 1.5	18,677.17	13,567.53	7,010.88	18,000.00	19,380.00	1,380.00	7.67%
82-340-001-5110	REGULAR FT CIVILIAN SALARY	120,079.27	141,686.01	60,377.52	219,005.00	217,082.00	-1,923.00	-0.88%
82-340-001-5160	BONUSES	299.58	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**140,400.80**	**157,295.23**	**68,471.50**	**237,005.00**	**236,462.00**	**-543.00**	**-0.23%**
Category: 52 - FRINGE BENEFITS								
82-340-001-5205	DENTAL	943.58	1,054.08	492.47	1,749.00	1,950.00	201.00	11.49%
82-340-001-5215	HEALTH INSURANCE	28,397.44	32,947.90	15,212.95	71,912.00	81,860.00	9,948.00	13.83%
82-340-001-5220	LIFE INSURANCE W/H	1,052.20	1,315.58	625.52	2,447.00	2,570.00	123.00	5.03%
82-340-001-5230	WORKERS' COMPENSATION	8,170.00	8,447.45	5,662.86	9,270.00	8,580.00	-690.00	-7.44%
82-340-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5245	MSRPS PENSION	14,147.66	15,474.98	17,856.00	28,318.00	29,333.00	1,015.00	3.58%
82-340-001-5260	F I C A / MEDICARE	10,674.42	11,668.83	5,220.09	16,820.00	16,690.00	-130.00	-0.77%
	Total Category: 52 - FRINGE BENEFITS:	**63,385.30**	**70,908.82**	**45,069.89**	**130,516.00**	**140,983.00**	**10,467.00**	**8.02%**
Category: 53 - CONTRACTED SERVICES								
82-340-001-5301	BANK CHARGES	68,269.03	73,798.75	50,914.05	60,080.00	12,000.00	-48,080.00	-80.03%
82-340-001-5310	INSURANCE - FLOOD	0.00	388.60	279.80	400.00	300.00	-100.00	-25.00%
82-340-001-5312	INSURANCE - LIABILITY	22,976.21	44,893.10	1,755.52	46,240.00	26,850.00	-19,390.00	-41.93%
82-340-001-5314	INSURANCE - PROPERTY	3,657.10	3,968.00	4,109.91	4,087.00	4,320.00	233.00	5.70%
82-340-001-5316	INSURANCE - VEHICLE	4,273.76	4,499.60	5,399.23	4,635.00	5,670.00	1,035.00	22.33%
82-340-001-5318	INSURANCE - DEDUCTIBLES	6,000.00	5,000.00	3,160.00	3,000.00	3,000.00	0.00	0.00%
82-340-001-5325	LICENSES/USER FEES	4,760.94	4,076.25	694.54	17,874.00	17,874.00	0.00	0.00%
82-340-001-5333	M&R-VEHICLES	4,567.17	6,422.47	1,548.31	0.00	0.00	0.00	0.00%
82-340-001-5338	M&R-OTHER	12,342.00	3,038.87	3,995.00	10,000.00	10,000.00	0.00	0.00%
82-340-001-5340	POSTAGE / DELIVERY	3,303.98	3,491.03	1,784.12	0.00	4,000.00	4,000.00	0.00%
82-340-001-5350	PROF SVCS-ARCH/ENG/PLANNI	6,506.00	0.00	750.00	25,000.00	25,000.00	0.00	0.00%
82-340-001-5351	PROF SVCS-ATTORNEY	800.00	350.00	13,950.00	0.00	500.00	500.00	0.00%
82-340-001-5354	PRF SVCS-FAC OPS-SWR-C&C	9,912.50	11,906.36	5,669.13	0.00	0.00	0.00	0.00%
82-340-001-5360	RENTS	42.18	178.48	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-340-001-5382	TELEPHONE-WIRELESS-DATA/V	878.24	900.24	398.78	900.00	900.00	0.00	0.00%
82-340-001-5383	TELEPHONE-WIRELESS-VOICE	755.74	1,024.38	646.73	800.00	800.00	0.00	0.00%
82-340-001-5399	OTHER CONTRACTED SERVICES	32,718.69	26,874.57	13,097.90	11,000.00	23,200.00	12,200.00	110.91%
Total Category: 53 - CONTRACTED SERVICES:		**181,763.54**	**190,810.70**	**108,153.02**	**184,016.00**	**134,414.00**	**-49,602.00**	**-26.96%**
Category: 54 - SUPPLIES & MATERIALS								
82-340-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	1,012.09	0.00	2,000.00	2,000.00	0.00%
82-340-001-5410	FUEL - GAS/DIESEL/OTHER	12,203.14	13,015.57	6,249.04	16,723.00	16,723.00	0.00	0.00%
82-340-001-5430	REPAIR/REPLACEMENT PARTS/	3,658.36	4,247.11	2,119.60	0.00	2,000.00	2,000.00	0.00%
82-340-001-5440	TOOLS/EQUIPMENT	6,786.62	836.15	1,346.39	10,000.00	10,000.00	0.00	0.00%
82-340-001-5445	UNIFORMS/SHOES/BOOTS	1,083.50	4,184.95	1,833.05	5,631.00	5,631.00	0.00	0.00%
82-340-001-5458	SM CAP - OTHER EQUIP	0.00	6,692.89	0.00	0.00	0.00	0.00	0.00%
82-340-001-5499	SUPPLIES - OTHER	13,499.65	19,936.15	3,787.61	16,500.00	16,500.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**37,231.27**	**48,912.82**	**16,347.78**	**48,854.00**	**52,854.00**	**4,000.00**	**8.19%**
Category: 55 - OTHER EXPENDITURES								
82-340-001-5507	DEPREC EXP-SWR-C&C	351,437.56	508,743.04	0.00	355,000.00	439,341.00	84,341.00	23.76%
82-340-001-5540	LOSSES/CLAIMS/JUDGEMENTS	543.38	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5572	MEALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5574	REGISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**351,980.94**	**508,743.04**	**0.00**	**355,000.00**	**439,341.00**	**84,341.00**	**23.76%**
Category: 59 - OTHER FINANCING USES								
82-340-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5970	OPERATING-GENERAL-UNRESE	495,242.00	628,937.00	318,852.00	637,704.00	812,944.00	175,240.00	27.48%
Total Category: 59 - OTHER FINANCING USES:		**495,242.00**	**628,937.00**	**318,852.00**	**637,704.00**	**812,944.00**	**175,240.00**	**27.48%**
Total Activity: 001 - General Operations:		**1,270,003.85**	**1,605,607.61**	**556,894.19**	**1,593,095.00**	**1,816,998.00**	**223,903.00**	**14.05%**
Activity: 002 - Maintenance								
Category: 51 - SALARY & WAGES								
82-340-002-5102	SALARY - OT @ 1.0	27.67	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-002-5103	SALARY - OT @ 1.5	2,573.83	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**2,601.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
82-340-002-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-002-5260	F I C A / MEDICARE	198.08	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**198.08**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 002 - Maintenance:		**2,799.58**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
82-340-005-5356	PROF SVCS-IT SUPPORT	21,342.86	15,080.73	1,125.97	45,000.00	45,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**21,342.86**	**15,080.73**	**1,125.97**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**21,342.86**	**15,080.73**	**1,125.97**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Activity: 611 - SW Quadrant Sewer Project								
Category: 53 - CONTRACTED SERVICES								
82-340-611-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-611-5399	OTHER CONTRACTED SERVICES	38,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**38,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 611 - SW Quadrant Sewer Project:		**38,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 823 - MDE 2010 ARRA-WLPS-20yr								
Category: 55 - OTHER EXPENDITURES								
82-340-823-5505	MDE 2010 ARRA BND ISSUE CC	10,169.23	10,169.23	10,169.23	10,169.00	10,169.00	0.00	0.00%
82-340-823-5534	MDE 2010 ARRA BND INTEREST	13,996.20	9,396.93	4,957.15	9,914.00	7,843.00	-2,071.00	-20.89%
Total Category: 55 - OTHER EXPENDITURES:		**24,165.43**	**19,566.16**	**15,126.38**	**20,083.00**	**18,012.00**	**-2,071.00**	**-10.31%**
Category: 59 - OTHER FINANCING USES								
82-340-823-5902	MDE 2010 ARRA LN PRINCIPAL	0.00	0.00	0.00	207,162.00	209,233.00	2,071.00	1.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**0.00**	**207,162.00**	**209,233.00**	**2,071.00**	**1.00%**
Total Activity: 823 - MDE 2010 ARRA-WLPS-20yr:		**24,165.43**	**19,566.16**	**15,126.38**	**227,245.00**	**227,245.00**	**0.00**	**0.00%**
Activity: 824 - MDE 2010 SRF-WLPS-20yr								
Category: 55 - OTHER EXPENDITURES								
82-340-824-5505	MDE 2010 SRF BND ISSUE COS	2,191.02	2,191.02	2,191.02	2,191.00	2,191.00	0.00	0.00%
82-340-824-5534	MDE 2010 SRF BND INTEREST	3,092.42	2,121.57	2,230.74	2,231.00	1,793.00	-438.00	-19.63%
Total Category: 55 - OTHER EXPENDITURES:		**5,283.44**	**4,312.59**	**4,421.76**	**4,422.00**	**3,984.00**	**-438.00**	**-9.91%**
Category: 59 - OTHER FINANCING USES								
82-340-824-5902	MDE 2010 SRF LN PRINCIPAL	0.00	0.00	43,731.33	43,731.00	44,169.00	438.00	1.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**43,731.33**	**43,731.00**	**44,169.00**	**438.00**	**1.00%**
Total Activity: 824 - MDE 2010 SRF-WLPS-20yr:		**5,283.44**	**4,312.59**	**48,153.09**	**48,153.00**	**48,153.00**	**0.00**	**0.00%**
Activity: 831 - USDA Loan #6								
Category: 55 - OTHER EXPENDITURES								
82-340-831-5533	INTEREST-FED LOANS - USDA #	0.00	0.00	18,648.77	0.00	73,619.00	73,619.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**18,648.77**	**0.00**	**73,619.00**	**73,619.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 59 - OTHER FINANCING USES								
82-340-831-5903	FED LOAN PRINCIPAL - USDA #(	0.00	0.00	9,449.23	0.00	38,774.00	38,774.00	0.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**9,449.23**	**0.00**	**38,774.00**	**38,774.00**	**0.00%**
Total Activity: 831 - USDA Loan #6:		**0.00**	**0.00**	**28,098.00**	**0.00**	**112,393.00**	**112,393.00**	**0.00%**
Activity: 941 - Canterbury Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-941-5370	ELECTRICITY-CANTERBURY DR I	903.56	630.29	328.03	690.00	690.00	0.00	0.00%
82-340-941-5380	TLPHN LN FOR ALARM-KG#2 PS	520.69	659.54	313.49	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,424.25**	**1,289.83**	**641.52**	**690.00**	**690.00**	**0.00**	**0.00%**
Total Activity: 941 - Canterbury Dr:		**1,424.25**	**1,289.83**	**641.52**	**690.00**	**690.00**	**0.00**	**0.00%**
Activity: 942 - Caroline Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-942-5370	ELECTRICITY-CAROLINE DR PS	20.13	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**20.13**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 942 - Caroline Dr:		**20.13**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 943 - Cornwall Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-943-5338	M&R-OTHER-CORNWALL DR PS	0.00	2,935.43	0.00	0.00	0.00	0.00	0.00%
82-340-943-5370	ELECTRICITY-CORNWALL DR PS	4,436.89	4,644.69	2,399.69	4,866.00	4,866.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**4,436.89**	**7,580.12**	**2,399.69**	**4,866.00**	**4,866.00**	**0.00**	**0.00%**
Total Activity: 943 - Cornwall Dr:		**4,436.89**	**7,580.12**	**2,399.69**	**4,866.00**	**4,866.00**	**0.00**	**0.00%**
Activity: 944 - Drury Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-944-5338	M&R-OTHER-MB PS	0.00	1,180.97	15,205.98	0.00	0.00	0.00	0.00%
82-340-944-5370	ELECTRICITY-MB PS	3,179.65	4,565.56	5,718.01	3,753.00	11,500.00	7,747.00	206.42%
Total Category: 53 - CONTRACTED SERVICES:		**3,179.65**	**5,746.53**	**20,923.99**	**3,753.00**	**11,500.00**	**7,747.00**	**206.42%**
Total Activity: 944 - Drury Dr:		**3,179.65**	**5,746.53**	**20,923.99**	**3,753.00**	**11,500.00**	**7,747.00**	**206.42%**
Activity: 945 - Haldane Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-945-5370	ELECTRICITY-HALDANE DR PS	501.55	502.59	291.32	503.00	503.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**501.55**	**502.59**	**291.32**	**503.00**	**503.00**	**0.00**	**0.00%**
Total Activity: 945 - Haldane Dr:		**501.55**	**502.59**	**291.32**	**503.00**	**503.00**	**0.00**	**0.00%**
Activity: 947 - Hickory Cir								
Category: 53 - CONTRACTED SERVICES								
82-340-947-5338	M&R-OTHER-HICKORY CIR PS	448.88	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-340-947-5370	ELECTRICITY-HICKORY CIR PS	790.56	1,196.94	505.51	1,360.00	1,360.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,239.44**	**1,196.94**	**505.51**	**1,360.00**	**1,360.00**	**0.00**	**0.00%**
	Total Activity: 947 - Hickory Cir:	**1,239.44**	**1,196.94**	**505.51**	**1,360.00**	**1,360.00**	**0.00**	**0.00%**
Activity: 948 - Nanjemoy Dr/Diggs Cir PS								
Category: 53 - CONTRACTED SERVICES								
82-340-948-5338	M&R-OTHER-NANJEMOY DR PS	62.73	0.00	125.00	0.00	0.00	0.00	0.00%
82-340-948-5370	ELECTRICITY-NANJEMOY DR PS	1,619.37	1,493.08	875.42	1,495.00	1,495.00	0.00	0.00%
82-340-948-5380	TLPHN LN FOR ALARM-DIGGS C	580.07	659.52	313.47	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,262.17**	**2,152.60**	**1,313.89**	**1,495.00**	**1,495.00**	**0.00**	**0.00%**
	Total Activity: 948 - Nanjemoy Dr/Diggs Cir PS:	**2,262.17**	**2,152.60**	**1,313.89**	**1,495.00**	**1,495.00**	**0.00**	**0.00%**
Activity: 949 - Patuxent Ct								
Category: 53 - CONTRACTED SERVICES								
82-340-949-5338	M&R-OTHER-PATUXENT CT PS	6.99	200.00	34.27	0.00	0.00	0.00	0.00%
82-340-949-5370	ELECTRICITY-PATUXENT CT PS	1,154.43	1,019.41	541.16	1,038.00	1,038.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,161.42**	**1,219.41**	**575.43**	**1,038.00**	**1,038.00**	**0.00**	**0.00%**
	Total Activity: 949 - Patuxent Ct:	**1,161.42**	**1,219.41**	**575.43**	**1,038.00**	**1,038.00**	**0.00**	**0.00%**
Activity: 950 - Patuxent Dr/Clark's Run #1								
Category: 53 - CONTRACTED SERVICES								
82-340-950-5338	M&R-OTHER-PATUXENT DR PS	4,979.06	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-950-5370	ELECTRICITY-PATUXENT DR PS	2,373.84	2,461.28	1,119.94	2,601.00	2,601.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**7,352.90**	**2,461.28**	**1,119.94**	**2,601.00**	**2,601.00**	**0.00**	**0.00%**
	Total Activity: 950 - Patuxent Dr/Clark's Run #1:	**7,352.90**	**2,461.28**	**1,119.94**	**2,601.00**	**2,601.00**	**0.00**	**0.00%**
Activity: 951 - Quailwood Pkwy								
Category: 53 - CONTRACTED SERVICES								
82-340-951-5338	M&R-OTHER-QUAILWOOD PKV	1,237.21	5,122.06	0.00	0.00	0.00	0.00	0.00%
82-340-951-5370	ELECTRICITY-QUAILWOOD PKW	1,878.12	1,351.18	773.42	1,333.00	1,333.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**3,115.33**	**6,473.24**	**773.42**	**1,333.00**	**1,333.00**	**0.00**	**0.00%**
	Total Activity: 951 - Quailwood Pkwy:	**3,115.33**	**6,473.24**	**773.42**	**1,333.00**	**1,333.00**	**0.00**	**0.00%**
Activity: 952 - Redwood Cir								
Category: 53 - CONTRACTED SERVICES								
82-340-952-5338	M&R-OTHER-RDWD CIR PS	0.00	18.06	0.00	0.00	0.00	0.00	0.00%
82-340-952-5370	ELECTRICITY-REDWOOD CIR PS	766.33	697.86	373.86	728.00	728.00	0.00	0.00%
82-340-952-5399	OTH CNTRCTD SVCS-REDWOOI	0.00	125.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**766.33**	**840.92**	**373.86**	**728.00**	**728.00**	**0.00**	**0.00%**
	Total Activity: 952 - Redwood Cir:	**766.33**	**840.92**	**373.86**	**728.00**	**728.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 953 - Rosewick Rd								
Category: 53 - CONTRACTED SERVICES								
82-340-953-5338	M&R-OTHER-ROSEWICK RD PS	29.76	50.00	636.23	0.00	0.00	0.00	0.00%
82-340-953-5370	ELECTRICITY-ROSEWICK RD PS	3,835.79	3,675.01	2,594.51	3,689.00	5,200.00	1,511.00	40.96%
	Total Category: 53 - CONTRACTED SERVICES:	**3,865.55**	**3,725.01**	**3,230.74**	**3,689.00**	**5,200.00**	**1,511.00**	**40.96%**
	Total Activity: 953 - Rosewick Rd:	**3,865.55**	**3,725.01**	**3,230.74**	**3,689.00**	**5,200.00**	**1,511.00**	**40.96%**
Activity: 954 - Shining Willow Way								
Category: 53 - CONTRACTED SERVICES								
82-340-954-5338	M&R-OTHER-SHINING WILLOW	0.00	26.32	0.00	0.00	0.00	0.00	0.00%
82-340-954-5360	RENTS-SHINING WILLOW PS	120.00	120.00	50.00	0.00	0.00	0.00	0.00%
82-340-954-5370	ELECTRICITY-SHINING WILLOW	2,792.96	623.52	331.52	667.00	667.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,912.96**	**769.84**	**381.52**	**667.00**	**667.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
82-340-954-5499	SUPPLIES-OTH-SHINING WILLO	0.00	22.26	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**0.00**	**22.26**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 954 - Shining Willow Way:	**2,912.96**	**792.10**	**381.52**	**667.00**	**667.00**	**0.00**	**0.00%**
Activity: 955 - Washington Ave								
Category: 53 - CONTRACTED SERVICES								
82-340-955-5338	M&R-OTHER-WASHINGTON AV	0.00	307.02	0.00	0.00	0.00	0.00	0.00%
82-340-955-5370	ELECTRICITY-WASHINGTON AV	1,287.53	1,221.57	547.47	1,412.00	1,412.00	0.00	0.00%
82-340-955-5380	TLPHN LN FOR ALARM-WASH S	580.00	659.60	313.53	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,867.53**	**2,188.19**	**861.00**	**1,412.00**	**1,412.00**	**0.00**	**0.00%**
	Total Activity: 955 - Washington Ave:	**1,867.53**	**2,188.19**	**861.00**	**1,412.00**	**1,412.00**	**0.00**	**0.00%**
Activity: 956 - Willow Ln								
Category: 53 - CONTRACTED SERVICES								
82-340-956-5338	M&R-OTHER	0.00	0.00	5,782.50	0.00	0.00	0.00	0.00%
82-340-956-5370	ELECTRICITY-WILLOW LN PS (1(	20,808.45	24,135.84	13,993.77	24,652.00	24,652.00	0.00	0.00%
82-340-956-5399	OTH CNTRCTD SVCS-WILLOW L	0.00	69,722.00	0.00	70,000.00	70,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**20,808.45**	**93,857.84**	**19,776.27**	**94,652.00**	**94,652.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
82-340-956-5410	FUEL-WILLOW LN PS	309.74	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-956-5499	SUPPLIES-OTH WILLOW LN PS	17.94	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**327.68**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 956 - Willow Ln:	**21,136.13**	**93,857.84**	**19,776.27**	**94,652.00**	**94,652.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 957 - Buckeye Circle PS								
Category: 53 - CONTRACTED SERVICES								
82-340-957-5380	TLPHN LN FOR ALARM-BUCKEY	580.07	213.76	313.49	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**580.07**	**213.76**	**313.49**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 957 - Buckeye Circle PS:		**580.07**	**213.76**	**313.49**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 958 - Maples PS								
Category: 53 - CONTRACTED SERVICES								
82-340-958-5370	ELECTRICITY - 10393 LA PLATA	253.43	259.85	130.84	287.00	287.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**253.43**	**259.85**	**130.84**	**287.00**	**287.00**	**0.00**	**0.00%**
Total Activity: 958 - Maples PS:		**253.43**	**259.85**	**130.84**	**287.00**	**287.00**	**0.00**	**0.00%**
Activity: 959 - SW Quadrant PS								
Category: 53 - CONTRACTED SERVICES								
82-340-959-5370	ELECTRICITY - SW Quadrant PS	668.62	5,678.71	3,147.62	5,804.00	6,350.00	546.00	9.41%
82-340-959-5380	TELEPHONE-LOCAL SERVICE	0.00	1,069.18	52.83	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**668.62**	**6,747.89**	**3,200.45**	**5,804.00**	**6,350.00**	**546.00**	**9.41%**
Total Activity: 959 - SW Quadrant PS:		**668.62**	**6,747.89**	**3,200.45**	**5,804.00**	**6,350.00**	**546.00**	**9.41%**
Activity: 960 - Triumph PS (5780 Crain Hwy)								
Category: 53 - CONTRACTED SERVICES								
82-340-960-5370	ELECTRICITY - TRIUMP PS	0.00	809.79	557.51	1,985.00	1,985.00	0.00	0.00%
82-340-960-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**809.79**	**557.51**	**1,985.00**	**1,985.00**	**0.00**	**0.00%**
Total Activity: 960 - Triumph PS (5780 Crain Hwy):		**0.00**	**809.79**	**557.51**	**1,985.00**	**1,985.00**	**0.00**	**0.00%**
Activity: 969 - Other (All Pump Stations)								
Category: 53 - CONTRACTED SERVICES								
82-340-969-5338	M&R-OTHER	0.00	8,713.42	6,161.90	50,000.00	50,000.00	0.00	0.00%
82-340-969-5380	TLPHN LN FOR ALARM-MAPLES	580.07	659.58	260.66	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**580.07**	**9,373.00**	**6,422.56**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
Total Activity: 969 - Other (All Pump Stations):		**580.07**	**9,373.00**	**6,422.56**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
Total Department: 340 - COLLECTION & CONVEYANCE:		**1,418,919.58**	**1,791,997.98**	**713,190.58**	**2,090,356.00**	**2,436,456.00**	**346,100.00**	**16.56%**
Department: 345 - TREATMENT & DISPOSAL								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
82-345-001-5102	SALARY - OT @ 1.0	2,501.05	6,338.57	3,118.12	0.00	0.00	0.00	0.00%
82-345-001-5103	SALARY - OT @ 1.5	24,431.48	61,411.66	44,051.94	25,000.00	26,920.00	1,920.00	7.68%
82-345-001-5110	REGULAR FT CIVILIAN SALARY	450,444.78	472,860.09	244,002.55	533,595.00	625,998.00	92,403.00	17.32%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-345-001-5160	BONUSES	838.97	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**478,216.28**	**540,610.32**	**291,172.61**	**558,595.00**	**652,918.00**	**94,323.00**	**16.89%**
Category: 52 - FRINGE BENEFITS								
82-345-001-5205	DENTAL	3,532.04	3,484.62	1,836.20	4,260.00	4,720.00	460.00	10.80%
82-345-001-5215	HEALTH INSURANCE	88,606.31	102,609.79	69,019.55	157,210.00	173,860.00	16,650.00	10.59%
82-345-001-5220	LIFE INSURANCE W/H	3,858.03	4,103.35	2,215.09	5,960.00	7,280.00	1,320.00	22.15%
82-345-001-5230	WORKERS' COMPENSATION	17,457.00	19,457.37	11,338.00	21,030.00	21,680.00	650.00	3.09%
82-345-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5245	MSRPS PENSION	84,515.22	93,512.55	64,916.00	69,737.00	84,630.00	14,893.00	21.36%
82-345-001-5260	F I C A / MEDICARE	36,376.77	39,548.72	22,359.11	40,850.00	47,950.00	7,100.00	17.38%
Total Category: 52 - FRINGE BENEFITS:		**234,345.37**	**262,716.40**	**171,683.95**	**299,047.00**	**340,120.00**	**41,073.00**	**13.73%**
Category: 53 - CONTRACTED SERVICES								
82-345-001-5300	ADS & NOTICES	0.00	0.00	115.50	0.00	0.00	0.00	0.00%
82-345-001-5310	INSURANCE - FLOOD	0.00	3,402.54	2,747.20	3,505.00	2,890.00	-615.00	-17.55%
82-345-001-5312	INSURANCE - LIABILITY	2,579.55	3,404.40	4,300.13	3,507.00	4,520.00	1,013.00	28.89%
82-345-001-5314	INSURANCE - PROPERTY	34,714.79	32,824.83	37,872.48	33,810.00	39,770.00	5,960.00	17.63%
82-345-001-5316	INSURANCE - VEHICLE	4,138.59	4,080.47	6,769.31	4,203.00	7,110.00	2,907.00	69.16%
82-345-001-5325	LICENSES/USER FEES	4,632.40	16,507.74	10,592.08	20,500.00	20,500.00	0.00	0.00%
82-345-001-5333	M&R-VEHICLES	6,793.82	716.59	5,259.69	8,000.00	8,000.00	0.00	0.00%
82-345-001-5338	M&R-OTHER	3,589.44	42,726.35	33,684.67	125,000.00	125,000.00	0.00	0.00%
82-345-001-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	17,505.00	3,532.50	50,000.00	50,000.00	0.00	0.00%
82-345-001-5351	PROF SVCS-ATTORNEY	550.00	6,850.00	64,888.93	0.00	0.00	0.00	0.00%
82-345-001-5353	PROF SVCS-CONTRACTOR	3,025.00	3,844.00	0.00	21,250.00	21,250.00	0.00	0.00%
82-345-001-5354	PRF SVCS-FAC OPS-SWR-TRTMI	152,464.49	186,750.99	80,882.82	212,090.00	212,090.00	0.00	0.00%
82-345-001-5356	Vijeo Citect Programming Sppr	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5370	ELECTRICITY	256,377.22	326,985.42	181,280.64	337,445.00	362,560.00	25,115.00	7.44%
82-345-001-5373	INTERNET SERVICE	1,319.88	1,429.87	659.94	0.00	0.00	0.00	0.00%
82-345-001-5382	TELEPHONE-WIRELESS-DATA/V	1,079.35	1,410.35	720.14	1,400.00	1,400.00	0.00	0.00%
82-345-001-5383	TELEPHONE-WIRELESS-VOICE	2,507.36	3,085.66	2,073.67	2,800.00	2,800.00	0.00	0.00%
82-345-001-5399	OTHER CONTRACTED SERVICES	319,147.29	251,927.54	140,649.07	265,557.00	278,800.00	13,243.00	4.99%
Total Category: 53 - CONTRACTED SERVICES:		**792,919.18**	**903,451.75**	**576,028.77**	**1,089,067.00**	**1,136,690.00**	**47,623.00**	**4.37%**
Category: 54 - SUPPLIES & MATERIALS								
82-345-001-5405	CUSTODIAL SUPPLIES	882.04	743.31	609.64	1,000.00	1,000.00	0.00	0.00%
82-345-001-5410	FUEL - GAS/DIESEL/OTHER	18,474.00	10,701.69	6,163.85	23,384.00	23,384.00	0.00	0.00%
82-345-001-5420	OFFICE SUPPLIES	1,804.56	1,102.62	202.71	1,500.00	1,500.00	0.00	0.00%
82-345-001-5426	Chemical Supplies	0.00	344,385.98	181,189.73	340,000.00	373,500.00	33,500.00	9.85%
82-345-001-5427	Lab Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5430	REPAIR/REPLACEMENT PARTS/	539.38	7,974.12	40,534.24	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-345-001-5445	UNIFORMS/SHOES/BOOTS	1,408.47	9,890.71	5,279.89	10,370.00	10,370.00	0.00	0.00%
82-345-001-5451	SM CAP - A/V EQUIPMENT	0.00	0.00	0.00	750.00	750.00	0.00	0.00%
82-345-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	0.00	1,250.00	1,250.00	0.00	0.00%
82-345-001-5455	SM CAP - COMPUTER SOFTWA	0.00	34,393.25	0.00	0.00	0.00	0.00	0.00%
82-345-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
82-345-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	8,443.65	150,000.00	150,000.00	0.00	0.00%
82-345-001-5499	SUPPLIES - OTHER	367,704.88	27,063.97	31,266.19	130,000.00	130,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**390,813.33**	**436,255.65**	**273,689.90**	**659,254.00**	**692,754.00**	**33,500.00**	**5.08%**
Category: 55 - OTHER EXPENDITURES								
82-345-001-5507	DEPREC EXP-SWR-TRTMNT	775,694.13	972,083.92	0.00	785,710.00	788,216.00	2,506.00	0.32%
82-345-001-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
82-345-001-5570	INCIDENTALS-PARKING, TOLLS,	162.00	9.00	24.00	35.00	35.00	0.00	0.00%
82-345-001-5571	LODGING	1,828.17	604.80	1,612.80	5,530.00	5,530.00	0.00	0.00%
82-345-001-5572	MEALS	0.00	0.00	137.00	2,142.00	2,142.00	0.00	0.00%
82-345-001-5573	MILEAGE-LOCAL	0.00	0.00	224.00	1,344.00	1,344.00	0.00	0.00%
82-345-001-5574	REGISTRATION	1,814.74	1,165.75	125.00	6,860.00	6,860.00	0.00	0.00%
82-345-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	362.97	600.00	600.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**779,499.04**	**973,863.47**	**2,485.77**	**802,221.00**	**854,727.00**	**52,506.00**	**6.55%**
Category: 59 - OTHER FINANCING USES								
82-345-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5971	Transfer to Capital	0.00	0.00	0.00	251,495.00	0.00	-251,495.00	-100.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**0.00**	**251,495.00**	**0.00**	**-251,495.00**	**-100.00%**
Total Activity: 001 - General Operations:		**2,675,793.20**	**3,116,897.59**	**1,315,061.00**	**3,659,679.00**	**3,677,209.00**	**17,530.00**	**0.48%**
Activity: 002 - Maintenance								
Category: 53 - CONTRACTED SERVICES								
82-345-002-5354	PROF SVCS-FACILITY MAINTEN/	3,738.10	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-002-5399	MAINTENANCE - OTHER CONTI	5,795.58	2,775.81	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**9,533.68**	**2,775.81**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
82-345-002-5430	REPAIR/REPLACEMENT PARTS/	56,949.13	44,840.92	0.00	0.00	0.00	0.00	0.00%
82-345-002-5499	SUPPLIES - OTHER	315.31	106.87	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**57,264.44**	**44,947.79**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 002 - Maintenance:		**66,798.12**	**47,723.60**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 820 - MDE 2004 SRF-BNR-20yr								
Category: 55 - OTHER EXPENDITURES								
82-345-820-5534	MDE 01 SRF/BNR UPGRD LN IN	0.00	-1,845.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**-1,845.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 820 - MDE 2004 SRF-BNR-20yr:		**0.00**	**-1,845.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 827 - MDE 2011 SRF -WWTP ENR Upgrade								
Category: 55 - OTHER EXPENDITURES								
82-345-827-5505	MDE 11 SRF/ENR UPGRD LN CC	2,847.55	2,847.55	2,847.55	2,908.00	2,908.00	0.00	0.00%
82-345-827-5534	MDE 11 SRF/ENR UPGRD LN IN	12,209.24	9,611.13	9,975.20	9,975.00	8,821.00	-1,154.00	-11.57%
Total Category: 55 - OTHER EXPENDITURES:		**15,056.79**	**12,458.68**	**12,822.75**	**12,883.00**	**11,729.00**	**-1,154.00**	**-8.96%**
Category: 59 - OTHER FINANCING USES								
82-345-827-5902	MDE 11 SRF/ENR UPGRD LN PF	0.00	0.00	52,455.45	52,455.00	53,610.00	1,155.00	2.20%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**52,455.45**	**52,455.00**	**53,610.00**	**1,155.00**	**2.20%**
Total Activity: 827 - MDE 2011 SRF -WWTP ENR Upgrade:		**15,056.79**	**12,458.68**	**65,278.20**	**65,338.00**	**65,339.00**	**1.00**	**0.00%**
Activity: 830 - USDA Loan #4								
Category: 55 - OTHER EXPENDITURES								
82-345-830-5533	INTEREST-FED LOANS - USDA #	0.00	0.00	21,125.71	0.00	83,067.00	83,067.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**21,125.71**	**0.00**	**83,067.00**	**83,067.00**	**0.00%**
Category: 59 - OTHER FINANCING USES								
82-345-830-5903	FED LOAN PRINCIPAL - USDA #4	0.00	0.00	21,048.29	0.00	85,630.00	85,630.00	0.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**21,048.29**	**0.00**	**85,630.00**	**85,630.00**	**0.00%**
Total Activity: 830 - USDA Loan #4:		**0.00**	**0.00**	**42,174.00**	**0.00**	**168,697.00**	**168,697.00**	**0.00%**
Total Department: 345 - TREATMENT & DISPOSAL:		**2,757,648.11**	**3,175,234.87**	**1,422,513.20**	**3,725,017.00**	**3,911,245.00**	**186,228.00**	**5.00%**
Total Fund: 82 - SEWER FUND:		**4,176,567.69**	**4,967,232.85**	**2,135,703.78**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**
Report Total:		**4,176,567.69**	**4,967,232.85**	**2,135,703.78**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**

Sewer Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	1,140,165.83	0.00	0.00	0.00	0.00	0.00	0.00%
461 - DEVELOPER IMPACT FEE	8,147,687.30	5,350,181.75	257,395.91	0.00	0.00	0.00	0.00%
490 - DEBT PROCEEDS	0.00	0.00	0.00	9,750,000.00	0.00	-9,750,000.00	-100.00%
492 - TRANSFER IN	0.00	252,324.05	0.00	251,495.00	2,650,000.00	2,398,505.00	953.70%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	708,505.00	2,110,000.00	1,401,495.00	197.81%
Total Revenue:	**9,287,853.13**	**5,602,505.80**	**257,395.91**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**
Expense							
564 - SEWER	11,351.41	12,284.62	32,473.59	10,400,000.00	4,700,000.00	-5,700,000.00	-54.81%
566 - TRANSPORTATION	25,000.00	0.00	85,160.42	60,000.00	0.00	-60,000.00	-100.00%
567 - VEHICLES	0.00	0.00	194,671.00	250,000.00	60,000.00	-190,000.00	-76.00%
568 - EQUIPMENT	211.15	0.00	0.00	0.00	0.00	0.00	0.00%
591 - TRANSFER TO	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense:	**36,562.56**	**12,284.62**	**312,305.01**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**
Total Fund: 82 - SEWER FUND:	**9,251,290.57**	**5,590,221.18**	**-54,909.10**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**9,251,290.57**	**5,590,221.18**	**-54,909.10**	**0.00**	**0.00**	**0.00**	**0.00%**

Sewer Fund Capital Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND								
Department: 340 - COLLECTION & CONVEYANCE								
SubCategory: 564 - SEWER								
82-340-001-5640	PIPES / MAINS	0.00	0.00	0.00	350,000.00	1,000,000.00	650,000.00	185.71%
82-340-001-5642	PUMP STATION	920.00	0.00	0.00	200,000.00	1,000,000.00	800,000.00	400.00%
82-340-944-5642	PUMP STATION - Mary Ball	0.00	0.00	6,742.19	0.00	0.00	0.00	0.00%
82-340-952-5642	PUMP STATION	0.00	0.00	0.00	0.00	150,000.00	150,000.00	0.00%
82-340-953-5642	PUMP STATION	10,431.41	0.00	0.00	0.00	150,000.00	150,000.00	0.00%
82-340-956-5642	PUMP STATION	0.00	0.00	0.00	0.00	500,000.00	500,000.00	0.00%
	Total SubCategory: 564 - SEWER:	**11,351.41**	**0.00**	**6,742.19**	**550,000.00**	**2,800,000.00**	**2,250,000.00**	**409.09%**
SubCategory: 566 - TRANSPORTATION								
82-340-001-5689	OTHER EQUIP	0.00	0.00	31,216.68	60,000.00	0.00	-60,000.00	-100.00%
82-340-956-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 566 - TRANSPORTATION:	**0.00**	**0.00**	**31,216.68**	**60,000.00**	**0.00**	**-60,000.00**	**-100.00%**
SubCategory: 567 - VEHICLES								
82-340-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	250,000.00	0.00	-250,000.00	-100.00%
82-340-001-5673	HEAVY DUTY VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 567 - VEHICLES:	**0.00**	**0.00**	**0.00**	**250,000.00**	**0.00**	**-250,000.00**	**-100.00%**
SubCategory: 591 - TRANSFER TO								
82-340-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 591 - TRANSFER TO:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 340 - COLLECTION & CONVEYANCE:	**11,351.41**	**0.00**	**37,958.87**	**860,000.00**	**2,800,000.00**	**1,940,000.00**	**225.58%**
Department: 345 - TREATMENT & DISPOSAL								
SubCategory: 564 - SEWER								
82-345-903-5646	TREATMENT PLANT	0.00	12,284.62	25,731.40	9,850,000.00	1,900,000.00	-7,950,000.00	-80.71%
	Total SubCategory: 564 - SEWER:	**0.00**	**12,284.62**	**25,731.40**	**9,850,000.00**	**1,900,000.00**	**-7,950,000.00**	**-80.71%**
SubCategory: 566 - TRANSPORTATION								
82-345-001-5689	OTHER EQUIP	25,000.00	0.00	53,943.74	0.00	0.00	0.00	0.00%
	Total SubCategory: 566 - TRANSPORTATION:	**25,000.00**	**0.00**	**53,943.74**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 567 - VEHICLES								
82-345-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-345-001-5673	HEAVY DUTY VEHICLE	0.00	0.00	194,671.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 567 - VEHICLES:	**0.00**	**0.00**	**194,671.00**	**0.00**	**60,000.00**	**60,000.00**	**0.00%**
SubCategory: 568 - EQUIPMENT								
82-345-001-5683	COMPUTER HARDWARE	211.15	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 568 - EQUIPMENT:	**211.15**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 591 - TRANSFER TO								
82-345-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 591 - TRANSFER TO:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 345 - TREATMENT & DISPOSAL:	**25,211.15**	**12,284.62**	**274,346.14**	**9,850,000.00**	**1,960,000.00**	**-7,890,000.00**	**-80.10%**
	Total Fund: 82 - SEWER FUND:	**36,562.56**	**12,284.62**	**312,305.01**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**
	Report Total:	**36,562.56**	**12,284.62**	**312,305.01**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**

FY 2027 Water & Sewer Fund Capital Improvements

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Trash Truck	8	01/2027	80	Sanitation	Fund Balance	$250,000	$250,000		Trash Truck to replace S10	
Vehicle WWTP	10	06/2027	82	WWTP	Fund Balance	$60,000	$60,000		Replace PW52 with small utility vehicle or truck	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
FY27 Install AMI tower / collector unit at hickory	10	06/2027	84	Water	Fund Balance	$25,000	$25,000		The current collector is attached to a low pole and being obstructed by foliage. During the PS removal project, we will install a tower and mount a multi-network collector for better data collection results in this area. Meters currently routed to existing collector unable to transmit data effectively. Installation of high mounted MNT collector will improve data collection results for increased quarterly billing reading efficiency and promote on-going AMI system health	
WWTP SCADA Hardware and Software Upgrade	7	06/2027	82	WWTP	Fund Balance	$250,000	$250,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Aging SCADA systems need to be upgraded to maintain reliability and security.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Module #2 Upgrade / Rehab	20	06/2030	82	WWTP	Major Facility Fee Fund	$50,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Design Phase of Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	No significant impact anticipated

New Tertiary Tank	20	06/2028	82	WWTP	Major Facility Fee Fund	$1,250,000	$7,000,000		Major Project 1 /7 to increase WWTP capacity at plant from 1.5 MGD to 2.0 MGD. The tertiary clarifier tank is part of the plants process that helps in the removal of nutrients in the waste water.	No significant impact anticipated
12" Effluent Water Line & SWQuad Forcemain	20	06/2028	82	Sewer	Major Facility Fee Fund	$1,000,000	$1,500,000		SW Quad pump station was installed in 2024. To fully accommodate the planned Stagecoach development a new larger force main must be installed that ties into the new 24" gravity sewer line along 301.	None
Kings Grant 1 pump station rehab	20	06/2027	82	Sewer	Fund Balance	$500,000	$500,000		Sewer Pump station located on Cornwall Dr that handles roughly 360 EDU's worth of flow. Station is roughly 20 years old. Is a Smith and Loveless pump station with two pumps, controls, and a generator/transfer switch.	No significant impact anticipated
Remove hickory ridge pump station and install a Gravity Sewer Line	20	06/2027	82	Sewer	Fund Balance	$500,000	$500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Pump station is over 30 years old and is approaching end of life. Instead of putting money into upgrading equipment/pump station we can remove the pump station and replace it with a gravity sewer line.	This would reduce maintenance and operations cost, essentially removing them.
Clarks Run 2 Pump station rehab	20	06/2027	82	Sewer	Fund Balance	$150,000	$150,000		Pump station is over 40 years old and is need of major repairs/rehab. Currently is the oldest pump station in the collections system. Similar to how in 2024 other older pump stations were rehabbed to new systems.	Reduce maintenance and operations cost with newer equipment and controls.
Rosewick Pump station upgrade/rehab - 50k par	20	06/2027	82	Sewer	Fund Balance	$150,000	$150,000		To accommodate growth this pump station needs to be upgraded. Partially funded by developers. Plan is to also paint wet well to prolong life of asset.	Reduce maintenance and operations cost with newer equipment and controls.
Willow lane capacity upgrade/electronics update	20	06/2027	82	Sewer	Fund Balance	$500,000	$500,000		Electronics are over 10 years old and need to be upgraded. Replacement parts are costly to continue running current equipment	Reduce maintenance.
Influent Pump Station	20	06/2027	82	WWTP	Major Facility Fee Fund	$350,000	$350,000		Influent pump station currently includes 2 influent pumps, controls, and screen for all flow that enters the WWTP	No significant impact anticipated
Water line connection at TL	30	06/2028	84	Water	Project Reserve	$1,000,000	$1,500,000	GOAL #11: Ensure that the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources.	Install 12" water main connecting Charles County at the back of Parklands subdivision near Laurel Springs Park to the Tilghman Lake. This would also include funds to upgrade controls at Well 8 to accommodate the new connection.	Additional lines to repair and maintain
Route 6 Water Main replacement	30	06/2030	84	Water	Major Facility Fee Fund	$1,000,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	As part of the EPA and States goal to be lead free by 2034 this project will replace one of the oldest water lines in town as well as upgrade the capacity of the water line to better serve the public. This is incorporated with SHA's planned remodeling of route 6 and is being spear headed by SHA.	Reduce maintenance on aging infrastructure.
Water main upgrade from Wills Park to Stagecoach	30	06/2028	84	Water	Major Facility Fee Fund	$1,000,000	$2,500,000		Water line needed to fully supply Stagecoach development with required water capacity.	Additional water lines added to distribution system to maintain.

Lead Service Line Study	30	06/2034	84	Water	Fund Balance	$50,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated

STORMWATER FUND

Department Overview

The Stormwater Department is responsible for managing the quality and quantity of stormwater runoff to protect public infrastructure, local waterways, and environmental resources. The Department oversees the implementation of the Town's National Pollutant Discharge Elimination System (NPDES) permit requirements, including impervious surface restoration and the six minimum control measures. Core services include maintenance of stormwater best management practices (BMPs) and drainage infrastructure, engineering plan review, construction inspections, and regulatory compliance.

Through these efforts, the Department ensures that stormwater systems function effectively to reduce flooding risks, improve water quality, and support sustainable development. The Department also plays an important role in educating the public and encouraging community participation in environmental stewardship.

The Stormwater Department supports the Town's strategic priorities by advancing Environmental Stewardship and Public Service Readiness through the protection of local watersheds and proactive infrastructure management. It contributes to Operational Excellence by maintaining and upgrading critical assets and ensuring compliance with state and federal regulations. Additionally, the Department aligns with both the Town's Comprehensive Plan and Strategic Plan by integrating long-term planning, public education, and regulatory implementation into its operations.

FY2026 Performance Highlights

In FY2026, the Stormwater Department made significant progress in advancing regulatory compliance and infrastructure improvements. The Department finalized permitting and design plans for five NPDES restoration projects and issued a Notice to Proceed for the Redwood Lake project, marking the transition from planning to construction.

Ongoing maintenance efforts included servicing more than 50 stormwater inlets to ensure proper system function and reduce localized flooding risks. These activities reflect the Department's continued commitment to maintaining critical infrastructure and meeting regulatory requirements.

The Department also experienced increased workload demands, particularly related to project coordination and regulatory compliance. A key challenge included the need to secure stormwater easements for multiple NPDES projects, which is essential to advancing construction and meeting permit obligations.

FY2027 Budget Overview

The FY2027 budget for the Stormwater Department is $3,391,023, representing a 23.04% increase over FY2026. This increase reflects ongoing investments in regulatory compliance, infrastructure improvements, and capital project implementation.

Significant budget changes include funding for the Heritage Green Parkway Extension within the Capital Outlay category and the rescheduling of two NPDES retrofit projects to FY2028. The budget also includes evaluation efforts related to evolving regulatory requirements, including Mason's Law.

Overall, the proposed budget supports continued compliance with state and federal mandates while addressing infrastructure needs and long-term environmental goals.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND							
Department: 360 - STORM WATER MANAGEMENT							
51 - SALARY & WAGES	$ 135,995	$ 147,868	$ 105,316	$ 174,009	$ 182,048	$ 8,039	4.62
52 - FRINGE BENEFITS	$ 52,093	$ 56,674	$ 50,854	$ 71,937	$ 78,717	$ 6,780	9.42
53 - CONTRACTED SERVICES	$ 222,183	$ 186,494	$ 157,236	$ 136,179	$ 144,454	$ 8,275	6.08
54 - SUPPLIES & MATERIALS	$ 7,487	$ 34,084	$ 22,085	$ 269,848	$ 272,502	$ 2,654	0.98
55 - OTHER EXPENDITURES	$ 110,873	$ 110,020	$ 1,192	$ 110,523	$ 126,220	$ 15,697	14.20
56 - CAPITAL OUTLAY	$ (6,083)	$ 18,367	$ 140,432	$ 1,887,000	$ 2,464,500	$ 577,500	30.60
59 - OTHER FINANCING USES	$ 141,310	$ 123,793	$ 53,276	$ 106,551	$ 122,582	$ 16,031	15.05
Department Total	**$ 663,858**	**$ 677,300**	**$ 530,392**	**$ 2,756,047**	**$ 3,391,023**	**$ 634,976**	**23.04**
Total Fund: 86 - STORM WATER FUND:	**$ 663,858**	**$ 677,300**	**$ 530,392**	**$ 2,756,047**	**$ 3,391,023**	**$ 634,976**	**23.04**

FY2027 Priorities

In FY2027, the Stormwater Department will focus on advancing key regulatory, infrastructure, and planning initiatives. Priorities include:

- Securing required easements and initiating construction for remaining NPDES restoration projects
- Evaluating and preparing for implementation of the next NPDES permit cycle, anticipated in early 2027
- Planning for updates to the Maryland Department of the Environment (MDE) stormwater design manual and new regulatory requirements
- Advancing drainage improvement projects, including the Kent Avenue and North Oak Street area
- Continuing routine maintenance of stormwater infrastructure, including BMPs, pipes, and inlets

The Stormwater Department remains committed to protecting the Town's environmental resources and infrastructure through proactive management, regulatory compliance, and strategic investment. The FY2027 budget positions the Department to meet increasing demands, address evolving regulations, and support a resilient and sustainable future for the Town.

Storm Water Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND							
Revenue							
46 - SERVICE CHARGES	854,447.47	965,360.55	509,822.62	968,639.00	1,050,177.00	81,538.00	8.42%
48 - MISCELLANEOUS REVENUES	49,374.44	49,003.56	30,256.48	40,293.00	30,081.00	-10,212.00	-25.34%
Total Revenue:	**903,821.91**	**1,014,364.11**	**540,079.10**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Expense							
51 - SALARY & WAGES	135,995.05	147,867.95	71,201.02	174,009.00	180,482.00	6,473.00	3.72%
52 - FRINGE BENEFITS	52,092.91	56,674.04	40,672.74	71,937.00	71,768.00	-169.00	-0.23%
53 - CONTRACTED SERVICES	222,183.26	186,494.06	130,035.30	136,179.00	144,204.00	8,025.00	5.89%
54 - SUPPLIES & MATERIALS	7,486.55	34,083.97	19,238.73	269,848.00	270,502.00	654.00	0.24%
55 - OTHER EXPENDITURES	110,873.15	110,019.66	1,060.00	110,523.00	126,220.00	15,697.00	14.20%
59 - OTHER FINANCING USES	141,310.00	123,793.00	53,276.00	246,436.00	287,082.00	40,646.00	16.49%
Total Expense:	**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Total Fund: 86 - STORM WATER FUND:	**233,880.99**	**355,431.43**	**224,595.31**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**233,880.99**	**355,431.43**	**224,595.31**	**0.00**	**0.00**	**0.00**	**0.00%**

Storm Water Fund Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND								
Department: 360 - STORM WATER MANAGEMENT								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
86-360-001-5102	SALARY - OT @ 1.0	12.04	25.34	0.91	0.00	0.00	0.00	0.00%
86-360-001-5103	SALARY - OT @ 1.5	246.17	110.74	22.21	0.00	0.00	0.00	0.00%
86-360-001-5110	REGULAR FT CIVILIAN SALARY	135,626.00	147,731.87	71,177.90	174,009.00	180,482.00	6,473.00	3.72%
86-360-001-5160	BONUSES	110.84	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**135,995.05**	**147,867.95**	**71,201.02**	**174,009.00**	**180,482.00**	**6,473.00**	**3.72%**
Category: 52 - FRINGE BENEFITS								
86-360-001-5205	DENTAL	615.55	665.29	329.40	915.00	1,010.00	95.00	10.38%
86-360-001-5215	HEALTH INSURANCE	11,686.07	13,063.07	6,779.04	26,040.00	23,320.00	-2,720.00	-10.45%
86-360-001-5220	LIFE INSURANCE W/H	1,156.36	1,252.70	651.85	1,513.00	2,100.00	587.00	38.80%
86-360-001-5230	WORKERS' COMPENSATION	4,766.00	6,929.13	4,535.71	7,190.00	7,110.00	-80.00	-1.11%
86-360-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
86-360-001-5245	MSRPS PENSION	23,654.34	24,187.40	23,026.00	22,939.00	24,398.00	1,459.00	6.36%
86-360-001-5260	F I C A / MEDICARE	10,214.59	10,576.45	5,350.74	13,340.00	13,830.00	490.00	3.67%
	Total Category: 52 - FRINGE BENEFITS:	**52,092.91**	**56,674.04**	**40,672.74**	**71,937.00**	**71,768.00**	**-169.00**	**-0.23%**
Category: 53 - CONTRACTED SERVICES								
86-360-001-5301	BANK CHARGES	12,601.90	11,758.75	8,091.26	12,496.00	12,000.00	-496.00	-3.97%
86-360-001-5310	INSURANCE - FLOOD	0.00	23.66	0.00	0.00	0.00	0.00	0.00%
86-360-001-5312	INSURANCE - LIABILITY	350.25	590.10	898.70	608.00	950.00	342.00	56.25%
86-360-001-5314	INSURANCE - PROPERTY	3.94	370.95	465.63	382.00	490.00	108.00	28.27%
86-360-001-5316	INSURANCE - VEHICLE	641.73	1,037.97	1,076.66	1,069.00	1,140.00	71.00	6.64%
86-360-001-5325	LICENSES/USER FEES	2,089.75	5,145.75	4,410.07	12,124.00	12,124.00	0.00	0.00%
86-360-001-5333	M&R-VEHICLES	1,939.66	1,396.75	119.19	2,000.00	2,000.00	0.00	0.00%
86-360-001-5338	M&R-OTHER	226.52	610.28	60,717.06	0.00	0.00	0.00	0.00%
86-360-001-5340	POSTAGE / DELIVERY	3,303.98	3,491.03	1,784.12	2,500.00	2,500.00	0.00	0.00%
86-360-001-5350	PROF SVCS-ARCH/ENG/PLANNI	107,409.27	50,660.86	8,216.00	59,000.00	59,000.00	0.00	0.00%
86-360-001-5351	PROF SVCS-ATTORNEY	150.00	78,077.70	29,775.82	0.00	8,000.00	8,000.00	0.00%
86-360-001-5359	OTHER PROFESSIONAL SERVICE	27,450.00	49.50	0.00	0.00	0.00	0.00	0.00%
86-360-001-5382	TELEPHONE-WIRELESS-DATA/V	452.12	286.01	258.03	500.00	500.00	0.00	0.00%
86-360-001-5383	TELEPHONE-WIRELESS-VOICE	484.99	668.20	542.66	500.00	500.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
86-360-001-5399	OTHER CONTRACTED SERVICES	23,510.17	1,106.75	3,623.38	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**180,614.28**	**155,274.26**	**119,978.58**	**91,179.00**	**99,204.00**	**8,025.00**	**8.80%**
Category: 54 - SUPPLIES & MATERIALS								
86-360-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	2,690.13	125,000.00	125,000.00	0.00	0.00%
86-360-001-5410	FUEL - GAS/DIESEL/OTHER	594.61	1,784.44	928.49	0.00	0.00	0.00	0.00%
86-360-001-5420	OFFICE SUPPLIES	113.23	38.97	0.00	250.00	250.00	0.00	0.00%
86-360-001-5430	REPAIR/REPLACEMENT PARTS/	2,723.73	10,456.36	12,228.39	30,000.00	30,000.00	0.00	0.00%
86-360-001-5445	UNIFORMS/SHOES/BOOTS	282.25	929.50	453.75	1,598.00	1,598.00	0.00	0.00%
86-360-001-5450	SM CAP - BUILDING/SITE IMPR	0.00	19,800.00	0.00	112,000.00	112,000.00	0.00	0.00%
86-360-001-5499	SUPPLIES - OTHER	3,772.73	1,074.70	2,937.97	1,000.00	1,654.00	654.00	65.40%
Total Category: 54 - SUPPLIES & MATERIALS:		**7,486.55**	**34,083.97**	**19,238.73**	**269,848.00**	**270,502.00**	**654.00**	**0.24%**
Category: 55 - OTHER EXPENDITURES								
86-360-001-5507	DEPREC EXP-SWM	109,123.15	107,375.22	0.00	109,123.00	123,760.00	14,637.00	13.41%
86-360-001-5510	DUES/MEMBERSHIPS	1,750.00	1,030.00	1,060.00	500.00	1,060.00	560.00	112.00%
86-360-001-5574	REGISTRATION	0.00	720.00	0.00	0.00	500.00	500.00	0.00%
86-360-001-5576	TRAVEL	0.00	894.44	0.00	900.00	900.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**110,873.15**	**110,019.66**	**1,060.00**	**110,523.00**	**126,220.00**	**15,697.00**	**14.20%**
Category: 59 - OTHER FINANCING USES								
86-360-001-5970	OPERATING-GENERAL-UNRESE	141,310.00	123,793.00	53,276.00	106,551.00	122,582.00	16,031.00	15.05%
86-360-001-5971	Transfer to Capital	0.00	0.00	0.00	139,885.00	164,500.00	24,615.00	17.60%
Total Category: 59 - OTHER FINANCING USES:		**141,310.00**	**123,793.00**	**53,276.00**	**246,436.00**	**287,082.00**	**40,646.00**	**16.49%**
Total Activity: 001 - General Operations:		**628,371.94**	**627,712.88**	**305,427.07**	**963,932.00**	**1,035,258.00**	**71,326.00**	**7.40%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
86-360-005-5356	PROFESSIONAL SERVICES - IT	41,568.98	31,219.80	10,056.72	45,000.00	45,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**41,568.98**	**31,219.80**	**10,056.72**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**41,568.98**	**31,219.80**	**10,056.72**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Total Department: 360 - STORM WATER MANAGEMENT:		**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Total Fund: 86 - STORM WATER FUND:		**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Report Total:		**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**

Storm Water Fund Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	574,637.63	39,714.80	0.00	0.00	0.00	0.00	0.00%
430 - STATE GOVERNMENT REVENUE	0.00	0.00	0.00	181,736.00	0.00	-181,736.00	-100.00%
492 - TRANSFER IN	0.00	65,011.10	0.00	1,535,149.00	1,124,318.00	-410,831.00	-26.76%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	170,115.00	1,175,682.00	1,005,567.00	591.11%
Total Revenue:	**574,637.63**	**104,725.90**	**0.00**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
Expense							
566 - TRANSPORTATION	-6,082.63	18,367.34	42,898.06	1,787,000.00	2,300,000.00	513,000.00	28.71%
567 - VEHICLES	0.00	0.00	0.00	100,000.00	0.00	-100,000.00	-100.00%
Total Expense:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
Total Fund: 86 - STORM WATER FUND:	**580,720.26**	**86,358.56**	**-42,898.06**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**580,720.26**	**86,358.56**	**-42,898.06**	**0.00**	**0.00**	**0.00**	**0.00%**

Storm Water Fund Capital Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND								
Expense								
SubCategory: 566 - TRANSPORTATION								
86-360-001-5660	STORM DRAINAGE	0.00	18,367.34	6,704.80	0.00	1,050,000.00	1,050,000.00	0.00%
86-360-001-5689	OTHER EQUIP	0.00	0.00	31,216.66	60,000.00	0.00	-60,000.00	-100.00%
86-360-640-5660	MS4 STORM DRAINAGE	-6,082.63	0.00	4,976.60	1,727,000.00	1,250,000.00	-477,000.00	-27.62%
	Total SubCategory: 566 - TRANSPORTATION:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,787,000.00**	**2,300,000.00**	**513,000.00**	**28.71%**
SubCategory: 567 - VEHICLES								
86-360-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	100,000.00	0.00	-100,000.00	-100.00%
	Total SubCategory: 567 - VEHICLES:	**0.00**	**0.00**	**0.00**	**100,000.00**	**0.00**	**-100,000.00**	**-100.00%**
	Total Expense:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
	Total Fund: 86 - STORM WATER FUND:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
	Report Total:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**

FY 2027 Storm Water Fund Capital Improvements

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	06/2027	86	Stormwater	Fund Balance	$300,000	$300,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	Heritage Green Pkwy Morris Dr to Washington Ave-Replace existing failing pipes from Morris Dr to Washington Ave along Heritage Green Pkwy Kent Ave to N. Oak Drainage Improvements-Replace existing failing storm pipes and Inlets from Social Services building to Route 6. Northampton Dr Drainage Replacement-Replace existing failing pipe in the middle of Northampton (1004 to Suffolk) Storm Management Infrastructure-Maintenance of existing stormwater management system (maintain and replace as needed stormwater management BMPs, including clearing debris, sediment, trees, etc.	Regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance will need to be budgeted to cover operating costs.
Mason's Law Evaluation Study (Storm Drainage Safety)	50	04/2031	86	Stormwater	Operating Rev	$164,500	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The inlet evaluation study will inspect public and private storm inlets in La Plata for compliance with the new Mason's Law, which requires a grating system to be installed on existing and new inlets. Prioritization and construction to be provided in future budgets.	Regular and on-going maintenance
Magnolia Gardens Stormwater	50	06/2027	86	Stormwater	Fund Balance	$750,000	$750,000			
Caroline - MS4 Construction Stormwater Compliance	50	06/2027	86	Stormwater	Project Reserve	$600,000	$642,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Caroline Dr South BMP retrofit project will construct the retrofit changes to an existing BMP built in the 1980s and bring it to modern SWM water quality standards to include dam safety, ESD, riser replacement, outfall protection, and any other upgrades to meet current standards for SWM. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 16.78 acres of that goal.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.

Agricopia - MS4 Construction Stormwater Compliance	50	06/2027	86	Stormwater	Project Reserve $359,818 Remainder from Fund Balance	$500,000	$550,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Agrico Pia Sec 1 BMP design retrofit project will construct the retrofit changes to an existing BMP built in the 2002 and bring it to modern SWM water quality standards to include dam safety, ESD, and any other upgrades to meet current standards for SWM. This design will include a dam breach analysis required by MDE. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 18.66 acres of that goal.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.
Other Areas Design & Eng - MS4 Compliance	50	06/2032	86	Stormwater	Fund Balance	$150,000	$2,650,000		Design $700,000 & Construction $2,000,000. This is a continuation of the NPDES permit required BMP impervious surface program which will retrofit 8 additional BMPs similarly to the 2025 retrofit program for Quail wood, Redwood, etc. and a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards SWM. The retrofits are projected to be needed to meet the as of yet unpublished 2030 Maryland NPDES permit requirements to reduce or treat an expected additional 10% of the Town's untreated impervious surface. Due to how recently these 8 BMPs were built, we are only getting 50% credit for each, which is why we went from 5 projects for 2025 to 9 projects for 2030.	Maintenance costs for increase for mowing, fencing, and vegetation plantings and trimmings.

Capital Improvement Plan 2028 - 2032

FY2028

Buildings and Facilities

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Dorchester Community Center	40	06/2028	1	Facilities	State Grant $1,250,000 Pending Project Reserve $100,000 Fund Balance $450,000	$550,000	$1,800,000	GOAL #30, Action 1: Meet identified facilities needs especially for indoor recreation and sports fitness, walking and swimming, and programming for youth, elderly and disabled residents.	The Dorchester Community Center would provide a safe haven for local youth, while providing a place for children and youth to gather for assistance with homework, life skills, and other trainings. The center could also be used for seniors or other groups of residents.	No significant impact anticipated, but there could be an increase in utilities with more use of the facility
Town-wide Historic Resource Survey	N/A	06/2029	1	Planning	State grant up to $50,000 & Unassigned Fund Balance	$95,000	$95,000	The historic resource survey aligns with the broad principles of Goal Nos. 2, 3, 6,19, 24, 26 in the Comprehensive Plan. A historic resource survey identifies important buildings, structures , objects and sites to help facilities opportunities for heritage tourism, economic development, a sense of place for residents, potential recreational opportunities, and adaptive re-use of buildings and structures to promote environmental sustainability.	Conduct a Town-wide historic resource survey to identify and evaluate all building, structures, objects and site that are at least 45 years old or older, as published in National Register Bulletin 15 . This would include evaluating/re-evaluating areas in Town for potential historic districts.	None

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Foundation Grading with Drainage & Rubber safety matting - all neighborhood parks	20	06/2030	1	Public Works	Fund Balance	$150,000	$600,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Upgrading foundation and installation of rubber safety matting will create a clean aesthetic, improve safety and eliminate the need for annual wood chip filling	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
Upgrade Playground Equipment	15	06/2030	1	Public Works	Fund Balance	$75,000	$300,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	To replace aging equipment, improve park conditions and overall community aesthetic, safety and meet strategic improvement plan goal.	No significant impact anticipated, but could reduce current maintenance costs
Willow Lane to Laurel Springs Regional Park	20	06/2028	1	Public Works	MDOT Bikeways Program $525,000 MDOT Transportation Alt. Program $2,300,000 Safe Streets for All $135,000 Charles County $175,000 Reimbursement Unassigned Fund Balance $114,000	$1,949,400	$3,249,000	Continue to make La Plata a very walkable community (Comp Plan., P.59); Encourage programs and projects that connect residents to the town's natural resources (Comp Plan, P. 11)	This project will construct a 10' shared use pathway from Milton Somers Middle School to Rosewick Road via Willow Lane, MD 6, MD 488, and Radio Station Road.	Normal maintenance is estimated at $1,000 annually

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	06/2028	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
North Maple Sidewalks	20	06/2028	1	Public Works	Fund Balance	$100,000	$100,000		In conjunction with the new County Library, the Town will construct sidewalks along N. Maple Ave to connect to the library complex with MD-6 (Charles Street)	No significant impact anticipated

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police Vehicle - patrol marked	7	06/2028	1	Police	Fund Balance	$90,000	$90,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD803 - 2016 Ford Utility Interceptor	
Police Vehicle -patrol unmarked	7	06/2028	1	Police	Fund Balance	$90,000	$90,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD804 - 2016 Dodge Charger	
Police Vehicle - patrol marked	7	06/2028	1	Police	Fund Balance	$90,000	$90,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD808 - 2017 Ford Explorer	
F-550 dump truck	8	06/2028	80	Sanitation	Fund Balance	$120,000	$120,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW23 1996 Ford Truck with new F-550 dump truck	
Stormwater Vehicle	10	06/2028	86	Stormwater	Fund Balance	$100,000	$100,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace SWM truck with new F150. The SWM truck is a 2016 and has 106k+ miles (as of Dec 2025), which is beyond the policy on both measures (10+ years old and over 100k miles)	
Medium Duty Work Truck with plow	10	06/2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 46	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	06/2033	1	Police	Fund Balance	$70,000	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2028	1	Police	Fund Balance	$27,500	$27,500	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
12" Effluent Water Line & SWQuad Forcemain	20	06/2028	82	Sewer	Major Facility Fee Fund	$500,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	SW Quad pump station was installed in 2024. To fully accommodate the planned Stagecoach development a new larger force main must be installed that ties into the new 24" gravity sewer line along 301.	None
Mod 3 Conversion SNDN	20	06/2028	82	Wastewater Treatment Plant	Major Facility Fee Fund	$5,000,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	MOD 3 is currently ~20 years old with a .375 million gallon per day capacity.	Increased operating costs?
Sludge Dryer Installation	15	06/2028	82	Wastewater Treatment Plant	Fund Balance	$3,000,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	A sludge dryer would allow for further processing of biosolids generated by the WWTP, ideally to become a Class A biosolid. Class A biosolids, are a nutrient-rich, semi-solid product considered the highest quality biosolids and can be used in many applications which could be sold to offset WWTP cost.	Increased operating costs?
New Tertiary Tank	20	06/2028	82	Wastewater Treatment Plant	Major Facility Fee Fund	$5,750,000	$7,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 1 /7 to increase WWTP capacity at plant from 1.5 MGD to 2.0 MGD. The tertiary clarifier tank is part of the plants process that helps in the removal of nutrients in the waste water.	
Water main upgrade from Wills Park to Stagecoach	30	06/2028	84	Water	Major Facility Fee Fund	$1,500,000	$2,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Water line needed to fully supply Stagecoach development with required water capacity.	Additional water lines added to distribution system to maintain.
Water line connection at TL	30	06/2028	84	Water	Project Reserve	$500,000	$1,500,000	GOAL #11: Ensure that the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources.	Install 12" water main connecting Charles County at the back of Parklands subdivision near Laurel Springs Park to the Tilghman Lake. This would also include funds to upgrade controls at Well 8 to accommodate the new connection.	Additional lines to repair and maintain
Aerobic Digester	20	06/2029	82	Wastewater Treatment Plant	Fund balance	$1,500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 2 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Part of the upgrade in capacity is increasing treatment capacity in modules and this will convert the old tertiary tank into a digester to take the place of the digesters being removed from inside the modules	
Engineering Service Mod Capacity	N/A	06/2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$200,000	$500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Engineering services that are required for the upgrade of the WWTP capacity.	No significant impact anticipated
Module #2 Upgrade / Rehab	20	06/2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$1,475,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	

Route 6 Water line Upgrade	20	06/2030	82	Wastewater Treatment Plant	Fund Balance	$1,200,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	A majority of the unknown and oldest water lines in town are located through route 6. In conjunction with SHA's planned renovation of the road the town will work on replacing and upgrading the existing water line. SHA Project is estimated to take 3 years.	
Lead Service Line Study	30	06/2034	84	Water	Fund Balance	$450,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	06/2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	06/2032	86	Stormwater	Fund Balance	$250,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance will need to be budgeted to cover operating costs.
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$100,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including prioritizing the required grated inlet improvements or new installations, coordinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance - Construction Quailwood Pkwy BMP	50	06/2028	86	Stormwater	Fund Balance/Debt	$600,000	$680,000	Goal #12-1 (Completing the Town’s MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Quail wood Pkwy quantity control BMP retrofit project will construct the retrofit changes to an existing quantity control BMP built in the mid1980s and bring it to modern SWM water quality standards to include dam safety, riser replacement, outfall protection, ESD, flood control and any other upgrades to meet current standards for SWM. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 35.75 acres of that goal.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.

Stormwater MS4 Compliance - Construction Morris Dr East	50	06/2028	86	Stormwater	Fund Balance/Debt	$500,000	$540,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Morris Drive East BMP retrofit design project will design the retrofit an existing BMP built in the 1990s for flood control only and bring it to modern SWM water quality standards to include dam safety, ESD, overflow riser, outfall channel, and any other upgrades as needed to meet current standards for SWM. State has required a dam breach analysis. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. MDE is requiring the design incorporate a dam breach analysis for downstream impacts from a potential failure. The project is treating 9.77 acres of that goal. The design is on-going and carried over from FY24.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.
Stormwater MS4 Compliance - Other areas	50	06/2032	86	Stormwater	Fund Balance/Debt	$250,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Maintenance costs for increase for mowing, fencing, and vegetation plantings and trimmings.

FY2029

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Foundation Grading with Drainage & Rubber safety matting - all neighborhood parks	20	2030	1	Public Works	Fund Balance	$150,000	$600,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Upgrading foundation and installation of rubber safety matting will create a clean aesthetic, improve safety and eliminate the need for annual wood chip filling	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
Upgrade Playground Equipment	15	2030	1	Public Works	Fund Balance	$75,000	$300,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	To replace aging equipment, improve park conditions and overall community aesthetic, safety and meet strategic improvement plan goal.	No significant impact anticipated, but could reduce current maintenance costs

Intangible (Studies, Planning, & Software Implementations)

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
2030 La Plata Comprehensive Plan Update	10	06/2029		Planning	Unassigned Fund Balance	$150,000	$150,000	Update the Town's Comprehensive Plan to update the Town's land-use goals and policies.	Maryland Land Use Article Section 1-207 requires each local jurisdiction to update its comprehensive plan every 10 years.	None

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2029	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police vehicle- Patrol marked	7	2029	1	Police	Fund Balance	$92,500	$92,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD810 -2018 Ford Interceptor UAWD	
Police vehicle- Patrol marked	7	2029	1	Police	Fund Balance	$92,500	$92,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD811 - 2018 Ford Interceptor UAWD	
Police vehicle- Command unmarked	7	2029	1	Police	Fund Balance	$66,000	$66,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD812 - 2018 Ford Interceptor UAWD	
Trash Vehicle	8	2029	80	Sanitation	Vehicle Reserve	$250,000	$250,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace aging trash truck - S9 2016 Kenworth Conventional Cab	
Medium Duty Work Truck with plow	10	2032		Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 48	
Medium Duty Pickup Truck with plow and spreader	10	2030		Public Works	Fund Balance	$100,000	$200,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 20	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$72,100	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2029	1	Police	Fund Balance	$30,000	$30,000	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Aerobic Digester	20	2029	82	Wastewater Treatment Plant	Fund balance	$1,500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 2 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Part of the upgrade in capacity is increasing treatment capacity in modules and this will convert the old tertiary tank into a digester to take the place of the digesters being removed from inside the modules	
Module #2 Upgrade / Rehab	20	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$1,475,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	
Route 6 Water line Upgrade	20	2030	82	Wastewater Treatment Plant	Fund Balance	$1,200,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	A majority of the unknown and oldest water lines in town are located through route 6. In conjunction with SHA's planned renovation of the road the town will work on replacing and upgrading the existing water line. SHA Project is estimated to take 3 years.	
Headworks Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$500,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 4 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Current influent pump station and headworks cannot handle 2.0 MGD of flow and needs upgraded	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed and other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$200,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including prioritizing the required grated inlet improvements or new installations, coordinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance -Other areas	50	2032	86	Stormwater	Fund Balance	$500,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

FY2030

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Foundation Grading with Drainage & Rubber safety matting - all neighborhood parks	20	2030	1	Public Works	Fund Balance	$150,000	$600,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Upgrading foundation and installation of rubber safety matting will create a clean aesthetic, improve safety and eliminate the need for annual wood chip filling	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
Upgrade Playground Equipment	15	2030	1	Public Works	Fund Balance	$75,000	$300,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	To replace aging equipment, improve park conditions and overall community aesthetic, safety and meet strategic improvement plan goal.	No significant impact anticipated, but could reduce current maintenance costs

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2030	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police vehicle - Officer 28	7	2030	1	Police	Fund Balance	$95,000	$95,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD806 - 2017 Ford Interceptor SUV	
Police vehicle - Patrol marked	7	2030	1	Police	Fund Balance	$95,000	$95,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD809 - 2018 Ford Interceptor UAWD	
Police vehicle - Command unmarked	7	2030	1	Police	Fund Balance	$68,000	$68,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD819 - 2021 Ford Police Interceptor	
F-250 Truck	10	2030	82	Sewer	Fund Balance	$90,000	$90,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW50 (2020 model) with new F-250	
Medium Duty Work Truck with plow	10	2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 49	
Medium Duty Pickup Truck with plow and spreader	10	2030	1	Public Works	Fund Balance	$100,000	$200,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 51	
Dump truck 40 k	10	2030	84	Public Works	Fund Balance	$250,000	$250,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace DT11	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$74,263	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2030	1	Police	Fund Balance	$32,500	$32,500	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact

Mod 4 Conversion SNDN	20	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$5,000,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	This conversion would increase the MOD capacity from .375 MGD to .625 MGD and increase the plant total capacity from 2.25 MGD to 2.5 MGD.	Increased operating costs?
Engineering Service Mod Capacity	N/A	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$200,000	$500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Engineering services that are required for the upgrade of the WWTP capacity.	No significant impact anticipated
Module #2 Upgrade / Rehab	20	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$2,000,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	
Route 6 Water line Upgrade	20	2030	82	Water	fund balance	$200,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	A majority of the unknown and oldest water lines in town are located through route 6. In conjunction with SHA's planned renovation of the road the town will work on replacing and upgrading the existing water line. SHA Project is estimated to take 3 years.	
Headworks Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$750,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 4 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Current influent pump station and headworks cannot handle 2.0 MGD of flow and needs upgraded	
Grit Removal System	20	2032	82	Wastewater Treatment Plant	Fund Balance	$250,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 5 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. To handle higher flows the sand/grit removal system needs to be upgraded. Currently at ~30 years old and in need of upgrade and replacement.	
Hawthorne Rd Water Line Upgrade	20	2032	84	Water	Fund Balance	$100,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	The other major section of unknown and old water lines in town are located from 301 to Quailwood Pkwy on Hawthorne Rd. Expect the project to take 1-2 years of design/planning and a year of construction.	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact

Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed and other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$200,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including prioritizing the required grated inlet improvements or new installations, coordinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance - Other areas	50	2032	86	Stormwater	Fund Balance	$550,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2031	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$76,491	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police vehicle - Patrol marked	7	2031	1	Police	Fund Balance	$97,500	$97,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD805 - 2017 Ford Interceptor SUV	
Police vehicle - Patrol marked	7	2031	1	Police	Fund Balance	$97,500	$97,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD813 -2017 Ford Interceptor SUV	
Police vehicle - Patrol marked	7	2031	1	Police	Fund Balance	$97,500	$97,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD814 - 2017 Ford Interceptor SUV	
Medium Duty Work Truck with plow	10	2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 38	
Trash Truck	10	2031	80	Sanitation	Fund Balance	$275,000	$275,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace S10	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Backhoe	10	2031		Public Works	Fund Balance	$250,000	$250,000		Replace W52	
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$78,786	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2031	1	Police	Fund Balance	$35,000	$35,000	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact

Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicous attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Headworks Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$750,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 4 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Current influent pump station and headworks cannot handle 2.0 MGD of flow and needs upgraded	
Grit Removal System	20	2032	82	Wastewater Treatment Plant	Fund Balance	$625,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 5 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. To handle higher flows the sand/grit removal system needs to be upgraded. Currently at ~30 years old and in need of upgrade and replacement.	
Hawthorne Rd Water Line Upgrade	20	2032	84	Water	Fund Balance	$1,750,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	The other major section of unknown and old water lines in town are located from 301 to Quailwood Pkwy on Hawthorne Rd. Expect the project to take 1-2 years of design/planning and a year of construction.	
UV Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$500,000	$1,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 6 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. UV system will be 30+ years old at this point and need in upgrade to accommodate increase in flow.	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed iand other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$200,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including priortizing the required grated inlet improvements or new installations, coorinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance - Other areas	50	2032	86	Stormwater	Fund Balance	$600,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

FY2032

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2032	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$76,491	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Medium Duty Work Truck with plow	10	2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 37	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$78,786	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2032	1	Police	Fund Balance	$37,500	$37,500	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$150,000	$150,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Grit Removal System	20	2032	82	Wastewater Treatment Plant	Fund Balance	$625,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 5 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. To handle higher flows the sand/grit removal system needs to be upgraded. Currently at ~30 years old and in need of upgrade and replacement.	
Hawthorne Rd Water Line Upgrade	20	2032	84	Water	Fund Balance	$1,750,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	The other major section of unknown and old water lines in town are located from 301 to Quailwood Pkwy on Hawthorne Rd. Expect the project to take 1-2 years of design/planning and a year of construction.	
UV Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$500,000	$1,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 6 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. UV system will be 30+ years old at this point and need in upgrade to accommodate increase in flow.	
Denite Filter Addition	20	2034	82	Wastewater Treatment Plant	Fund Balance	$2,000,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 7 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Need to add a 4th denite filter and perform rehab to other 3 to increase capacity of plant	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed and other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Stormwater MS4 Compliance - Other areas	50	2032	86	Stormwater	Fund Balance	$600,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

Fund Balance Allocation to Reserves for FY27 Budget

	Balance @ FYE25	FY27 Budget	Reserve Balance Per Res 26-06	Fund Balance Re-Assignment
Emergency Reserve 12% of annual GF operating Exp	$125,209	$13,401,974	$1,608,237	**$1,483,028**
Economic Downturn Reserve 15% of annual GF operating Exp	$0	$13,401,974	$2,010,296	**$2,010,296**
Technology Reserve 20% IT Operating Exp	$0	$485,707	$97,141	**$97,141**
Contingency Reserve 16% GF annual operating Exp	$1,600,000	$13,401,974	$2,144,316	**$544,316**
Capital Reserve	$3,627,683		$837,628	**$0**
Unassigned Fund Balance	$14,023,457			**-$4,134,782**
	$19,376,349			**$0**

Based on the FY2027 proposed budget, the Town shall assign/transfer fund balance in the amounts necessary to meet the reserve targets established in Resolution 26-06

Town Council Public Hearing Procedures

The April 28, 2026, public hearing by the Council of the Town of La Plata on the subject of the Town of La Plata Fiscal Year 2027 Fee Schedule will be conducted in the following manner:

1. Call to Order
2. Review of Public Notices
3. Summary of Town Staff report and recommendation
4. Questions by the Town Council to Town staff
5. Written documents are entered into the record
    - Written testimony may be submitted in advance via email to legislative@townoflaplata.org or postal mail to Legislative Services Department, Town of La Plata, 305 Queen Anne St Box 2268, La Plata MD 20646, and must be received no later than 12:00 PM on Monday, April 27, 2026.
    - Written documents for the record will be presented to the presiding officer prior to the opening of the public hearing.
6. Speakers (signed up) are called on by the Mayor or presiding officer.
    - Those wishing to provide in-person testimony may sign up in advance no later than 3:00 PM on Tuesday, April 28, 2026, via the town webpage: https://www.townoflaplata.org/209/Public-Communications , or upon arrival at the Council Chambers via sign-up sheet.
    - Speakers who register in advance will be recognized prior to speakers who register upon arrival at the public hearing.
    - In-person registration to speak will end when the relevant public hearing is opened.
    - At the discretion of the Mayor or presiding officer, time may be limited to 3 minutes and may not be yielded.
7. Additional questions by Town Council
8. Closing of Public Hearing
    - When the hearing is concluded, the Town Council will not hear further comments or questions during the meeting.

APG Media of Chesapeake, LLC

29088 Airpark Drive
Easton, MD 21601

04/13/26
3102356

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "NOTICE - TC-PH-FY27FP-FS...**" was published in the:**

Southern Maryland News 04/10/26

Orestes Baez
President & Publisher

NOTICE OF PUBLIC HEARING
COUNCIL OF THE TOWN OF LA PLATA
April 10, 2026

Notice is hereby given that the Council of the Town of La Plata will hold a public hearing on Tuesday, April 28, 2026, at 6:00 PM, or as soon thereafter as possible, in La Plata Town Hall, 305 Queen Anne Street, La Plata, Maryland, for the purpose of hearing public comment on the following:

Town of La Plata FY2027 Financial Plan/Budget
Town of La Plata FY2027 Fee Schedule

At the public hearing, all parties in interest and citizens will have an opportunity to be heard. Special accommodation for persons with disabilities will be made upon request. Members of the public wishing to observe the meeting remotely may join via Microsoft Teams meeting via computer or mobile app at https://tinyurl.com/TCPublicHearings

Copies of the proposed Town of La Plata FY2027 Financial Plan/Budget and Town of La Plata FY2027 Fee Schedule are available for review at the La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM or on the Town's website, townoflaplata.org

Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townoflaplata.org or by phone at 301-934-8421.

3102356 IN 4/10/2026

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0374

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Chuck Stevens, Town Manager
DEPARTMENT:	Finance
TYPE:	Town Council Ordinance
SUBJECT:	FY2027 Budget, Tax Rate, and Fee Schedule Ordinances

BACKGROUND:

The attached ordinances collectively establish the Town of La Plata's financial framework for Fiscal Year 2027, effective July 1, 2026. These include:

- Adoption of the FY2027 Financial Plan/Budget, which authorizes operating and capital expenditures for the fiscal year.
- Establishment of the FY2027 Tax Rate, maintaining the real property tax rate at $0.35 per $100 of assessed value, along with applicable personal property, public utility, and special taxing district rates.
- Adoption of the FY2027 Fee Schedule, updating Chapter 101 of the Town Code to reflect current service fees and cost recovery practices.

These ordinances are interdependent and are required annually to ensure the Town's authority to collect revenues and execute expenditures in alignment with the approved financial plan.

In accordance with Town Code §C8-6, public hearings were advertised for the FY2027 Budget and Fee Schedule. A public hearing was not required for the Tax Rate, as the rate is not increasing, consistent with State of Maryland requirements.

FISCAL IMPACT:

The adoption of these ordinances authorizes the full implementation of the FY2027 budget, including all planned revenues and expenditures across governmental and enterprise funds.

- **Budget Ordinance:** Establishes appropriations for all Town operations, capital projects, and debt obligations.
- **Tax Rate Ordinance:** Maintains the current real property tax rate, providing a stable and predictable revenue stream while incorporating growth in the tax base.

- **Fee Schedule Ordinance:** Updates fees to support cost recovery for services, particularly within enterprise operations.

Collectively, these ordinances ensure sufficient revenue generation to support Town services, capital investments, and long-term financial obligations.

STRATEGIC PLAN ALIGNMENT:

These ordinances directly support the Town's Strategic Plan, including:

- **Good Governance:** Establishes a transparent and balanced financial plan with clear authority for revenues and expenditures.
- **Economic Prosperity:** Maintains stable tax rates and predictable fee structures to support residents, businesses, and development activity.
- **Operational Excellence:** Aligns financial resources with service delivery, capital planning, and infrastructure investment priorities.
- **Accountability:** Provides clear authorization and oversight of revenues and expenditures, ensuring departments are responsible for budget management and performance outcomes, and reinforcing the Town's commitment to fiscal stewardship and transparency.

SUSTAINABILITY CONSIDERATIONS:

The FY2027 financial framework reflects a balanced approach to fiscal sustainability by:

- Maintaining stable tax rates while leveraging assessed value growth.
- Aligning fees with the cost of service delivery.
- Supporting ongoing capital investment and infrastructure maintenance through planned appropriations.
- Preserving financial flexibility through prudent budgeting practices and revenue diversification.

These actions contribute to the Town's ability to sustain service levels and financial health over both the short and long term.

ADA CONSIDERATIONS:

The adoption of the FY2027 Budget, Tax Rate, and Fee Schedule does not directly impact ADA accessibility. Any projects, programs, or services funded through the budget will continue to comply with applicable ADA requirements.

RECOMMENDED ACTION:

Adopt the ordinances for the FY2027 Financial Plan/Budget, Tax Rate, and Fee Schedule as presented, with an effective date of July 1, 2026.

ATTACHMENTS:

- Ordinance 26-06, Town of La Plata Fiscal Year 2027 Financial Plan/Budget
- Ordinance 26-07, Town of La Plata Fiscal Year 2027 Fee Schedule
- Ordinance 26-08, Town of La Plata Fiscal Year 2027 Tax Rate

Town of La Plata
Fiscal Year 2027
Fee Schedule

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FY 2027 Schedule of Fees

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Recycling Per Quarter 5
Municipal Infractions 5

FY2027 Proposed Fee Schedule

Fee Category	FY27 Fee Amount
101-1 ADMINISTRATION	
DOCUMENTS AND COPIES	
Standard Format (Letter, Legal, Ledger) Per Page	$0.60
Large Format (Black and White) Per SF	$0.60
Large Format (Color) Per SF	$4.40
Comprehensive Plan Per SF	Actual Cost
Standard Specifications	$81.50
Zoning Maps	Actual Cost
Accident Reports	$10.00, plus $0.50 per page after the initial ten pages
Incident Reports	$10.00, plus $0.50 per page after the initial ten pages
Records Request of Photos	$20.00 per CD
Record Request of Video Recordings	$70.00 per DVD
Record Request of Audio Recordings	$70.00 per DVD
Records Request Research Fee	$30.00 per hour starting with the third hour of research
Public Information Request	Calculated at Time of Request, Required Deposit of 50% of Calculated Cost
FACILITY RENTALS AND FEES	
Wills Park Town Resident /Nonprofit / For Profit (Daily Rental up to 8 hours)	$152.00
Wills Park Town Based Youth and Senior Citizen Organizations, Town Home Owner's Association Meetings, La Plata Volunteer Fire Department, Charles County Rescue Squad and Port Tobacco Players	No Charge
Tilghman Lake Daily Rental Rate (Town Resident)	$208.00
Tilghman Lake Daily Rental Rate (Non-Town Resident)	$352.00
MISCELLANEOUS CHARGES AND FEES	
Returned Check/Credit Card/ACH Fee	$39.90
Late Payment Penalty	10% Of the Total Due, Excluding the Bay Restoration Fee Due, Compounded Quarterly
Interest on Unpaid Utility Bill Balances (Excluding Bay Restoration Fee) From Prior Periods	16% APR
Credit/Debit Card, PayPal, Apple Pay, & Google Pay Transaction Convenience Fees	3% with $2.95 Minimum
Online E-check or ACH	$0.00
Utility Account Maintenance Fee (Per Quarter)	$15.00
Water/Sewer Final Reading Request Fee	$25.00
La Plata License Plate	$40.00
SPECIAL EVENTS	
Special Event Vendor Fee (non-refundable)	$29.00
Special Event Permit Application Fee	$29.00
Special Event Permit Fee	$113.00
Police Officer Staff for Special Event (Hourly per officer minimum 3 hours per officer)	$76.00
Public Works Staff for Special Event (Hourly per worker minimum 3 hours per worker)	$57.00
Penalty on Late Payment (50% of the total balance for Town staff hours will be due two business days before the event. The remaining balance shall be invoiced by the Town and due 30 days' net of the invoice date).	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
PENALTY ON OVERDUE TAXES	
Real Property (Fee Is in Addition to Interest Imposed in Town Charter §C8-15)	1/3 Of 1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
Personal/Public Utility Taxes	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
BAY RESTORATION FUND CHARGES	
Residential Sewer Customers (Quarterly)	$15.00
Non-Residential Sewer Customers (Quarterly)	$15.00

101-2 PLANNING DIVISION	
Annexation Petitions (Professional Services Agreement Required)	$852.00, Plus Deposit for Actual Expenses
Zoning Amendment Petition	$534.00, Plus Deposit for Actual Expenses
Board of Appeals Application for Variance, Special Exception, Appeal from An Administrative Decision, Home Occupation	$338, Plus Deposit for Actual Expenses
Zoning Certification Letter	$112.00
Official Zoning Map Update (Excluding Final Plats) Per Lot	$13.00
Engineering Review Fee	Actual Cost Plus 3%
Outside Consulting Fee	Actual Cost Plus 3%
SUBDIVISIONS	
Major Subdivision Preliminary Plat Base Fee Per Plat	$355.00
Major Subdivision Preliminary Plat Additional Per Lot Fee	$19.00
Final Plat Base Fee Per Plat	$365.00
Final Plat Additional Per Lot Fee	$20.00
Fee In Lieu Of Parkland Dedication or Reservation, Payable at Time of Building Permit	$2,743.00
SITE DEVELOPMENT PLANS	
Master Site Development Plan Review as Required by The Town's Zoning Code (TDX, PBPE, PRID, NCX)	$831.00
Major Site Plan Review	$971.00
Minor Site Plan Review	$183.00
Proposed Improvement Plan Review for Water, Sewer, Storm Water Management and Streets	1% Of the Construction Costs
Resubmission Fee (After 3rd Submittal)	$74.00
Time Extension Requests (for Board & Commission Approvals)	50% of Application Fee
Outside Review of Utility Plans - Water and Sewer	Actual Cost Plus 3%
STORMWATER MANAGEMENT PLAN REVIEW	
Concept Stormwater Management Review (Step 1) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	Actual Cost Plus 3%
Site Stormwater Management Review (Step 2) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	Actual Cost Plus 3%
Final Stormwater Management Review (Step 3) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	Actual Cost Plus 3%
Fee In Lieu Of On-Site Storm Water Management, Payable at Time of Grading Permit Per SF	$1.40
FOREST CONSERVATION REVIEW	
Forest Stand Delineation Plan Review	Actual Cost Plus 3%
Forest Conservation Plan Review	Actual Cost Plus 3%
Additional Per Acre Fee Per Acre of LOD	Actual Cost Plus 3%
Fee in Lieu of Afforestation and Reforestation Per SF	$0.75
TRAFFIC IMPACT REVIEW	
Traffic Studies	Actual Cost Plus 3%
101-3 PERMIT DIVISION	
Permit Review Fees	Billed by Consultant
PERMITS APPLICATIONS	
Commercial Permit Application Fee	$110.00
Residential Permit Application Fee	$60.00
GRADING PERMIT APPLICATION FEES	
Grading & Control Costs 0-$1000	$51.00
Grading & Control Costs Over $1,000	$49.00, Plus 1% Of Grade and Control Costs
UTILITY SERVICE PERMITS	
Residential Water Connection Charges	
Residential Water Connection - Less Than 700 Square Feet of Total Area	$132.00
Residential Water Connection - More Than 700 Square Feet of Total Area	$140.00
Residential Sewer Connection Charges	
Residential Sewer Connection - Less Than 700 Square Feet of Total Area	$393.00
Residential Sewer Connection - More Than 700 Square Feet of Total Area	$452.00
Commercial, Industrial, Quasi-Public or Public Facilities Water Connection (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$140.00
15,001 To 100,000 Gallons	$347.00
100,001 Gallons and Above	$492.00
Commercial, Industrial, Quasi-Public or Public Facilities Sewer (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$423.00
15,001 To 100,000 Gallons	$1,096.00
100,001 Gallons and Above	$1,475.00

Water Meters, Including Fittings and Appurtenances (Size in Inches)	
5/8" - 3/4"	$830.00
1"	$950.00
1.5"	$1,095.00
2"	$1,453.00
3"	$2,763.00
4"	$3,990.00
Other Sizes and Types (I.E., Compounds, 3+)	To Be Determined Upon Application
MAJOR FACILITY FEE PERMIT (Impact Fee Chapter 186)	
Major Facility Fee Residential SFD, TH, Duplex (Per Unit)	$22,403.00
Apartments - Dwelling Unit is 700 SF or Less (Per Unit) Including Accessory Dwelling Units (ADU)	$17,166.00
Apartments - Dwelling Unit is More than 700 SF (Per Unit) Including Accessory Dwelling Units (ADU)	$19,801.00
Commercial, Industrial, and Public or Quasi-Public Facility Units (Per EDU)	
New or Enlarged Water and Sewer Service	$21,716.00
Actual usage is 110% greater than estimated consumption after one (1) year	Calculated based on current rates minus any amount already paid
CERTIFICATE OF USE AND OCCUPANCY PERMIT	
Final Certificate of Use and Occupancy Permit Application Fee	$89.00
MISCELLANEOUS PERMITS	
Noise Permits	$22.00
Public Works Permit (Work in Public Right-of-Way)	$65.90
Mobile Food Service Facility Permit (Valid for one calendar year)	$175.00
Home Office Permit	$46.00
FARMERS MARKET PERMITS	
Saturday Only Seasonal	$151.00
Saturday Only Daily	$28.00
Wednesday Only Seasonal	$97.00
Wednesday Only Daily	$17.00
Saturday and Wednesday Seasonal	$226.00
RENTAL OPERATING LICENSE (BIANNUAL RENEWAL AND INSPECTION FEES)	
Buildings Containing 4 Or Fewer Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$134.00
Buildings Containing 5 Or More Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$168.00
Hotels/Motels - 0 To 50 Rooms - Per Unit	$302.00
Hotels/Motels - 51 To 100 Rooms - Per Unit	$408.00
Hotels/Motels - Over 100 Rooms - Per Unit	$503.00
Re-Inspection (Each Dwelling/Rooming Unit) - Per Unit	$113.00
SMALL WIRELESS COMMUNICATIONS FACILITIES IN THE PUBLIC RIGHTS OF WAY	
Application Fee for Placement or Modification of Small Wireless Telecommunications Facilities and Related Overhead and Underground Wiring, Cable, Hoses, Pipes, Poles and Similar Facilities.	
Up to Five Facilities	$596.00
Each Additional Facility	$120.00
Each New Pole	$1,190.00
Actual Cost to Review Applications, If in Excess of Set Fees	Actual Cost
Access Fee, Per Small Wireless Communications Facility, Per Year	$322.00
101-4 - INSPECTIONS	
Inspection Fees	Billed by Consultant
Commercial and Industrial for Change of Occupancy (no construction): GC	
Building final inspection	$50.00
Fire Safety	$50.00
Electrical final inspection	$50.00
Plumbing final inspection	$50.00
Mechanical final inspection	$50.00
SEWER AND WATER : WS	
Sewer lateral - Residential	$180.00
Water lateral - Residential	$180.00
Sewer lateral - Commercial	$250.00
Water lateral - Commercial	$250.00
OTHER INSPECTIONS	
Preliminary Inspection Fee	$195.00
Single inspection fee	$125.00
Reinspection Fee - Commercial and Residential	$200.00
After Hours Inspection	$300.00
Consulting Fee	Actual Cost
Emergency Work Inspection	$300.00

101-5 - PUBLIC UTILITY FEES	
UTILITY LOCATE FEE	
Commercial Properties	$44.00
WATER EXTRACTION PERMITS	
Non-Refundable Annual Application Fee	$1,154.00
Consumption Charge, per 1,000 Gallons of Usage, To Be Paid Monthly	$12.00
Private Waster Water Disposal System Permit Application	$87.00
Television and Sewer Cleaning Equipment Charges. Hourly Rates Accrue When Travel Begins to Job Site.	Actual Expenses
EQUIPMENT AND STRUCTURES	
Street Lights	To Be Determined Upon Application
Street Name and Regulatory Signs	To Be Determined Upon Application
EQUIPMENT CHARGES	
In Town Per Hour	Based on Equipment
WATER AND SEWER RATES	
Water Reconnect/Disconnect Fee	$43.80
Manual Meter Reading Fee	$52.00
Water Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$5.20
15,001 To 100,000 Gallons	$6.00
100,001 Gallons and Above	$5.20
Sewer Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$15.60
15,001 To 100,000 Gallons	$17.40
100,001 Gallons and Above	$15.60
STORMWATER MANAGEMENT QUARTERLY FEE	
Residential Per Dwelling Unit	$27.80
Non-Residential, Per Equivalent Residential Unit (ERU)	$27.80
REFUSE CONTAINERS (Refuse Containers: Available In 32 Gallon, 1/6 Yard; 64 Gallon, 1/3 Yard, And; 96 Gallon, 1/2 Yard Sizes. Containers Are the Property of The Town of La Plata.)	
One Time Rental Fee, Per Container	Based on Suppliers Cost to the Town
35 Gal Container Exchange Fee	$57.60
65 Gal Container Exchange Fee	$68.40
95 Gal Container Exchange Fee	$68.40
REFUSE COLLECTION RATES	
Residential Rates, Per Unit, Per Quarter Including: Single Family Detached, Single Family Attached and Two Family	
Curbside	$107.20
Curbside, Outside Corporate Limits, Subject to Council Approval	$167.50
House Side (Without Documented Need)	$219.70
House Side for Individuals Over the Age of Sixty-Four or Physically Impaired. Must Request Service in Writing and Supply Documentation.	$107.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$34.30
Commercial and Multi-Family, Per Quarter	
1/2 Yard/96 Gallon Container (One Pickup Per Week)	
Curbside	$107.20
House side	$219.70
Each Additional Container, Maximum 3 Additional, Total Of 4	$34.30
1/2 Yard/96 Gallon Container (Two Pickups Per Week)	
Curbside	$211.70
House side	$415.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$68.40
2 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$310.70
Each Additional Dumpster	$163.40
2 Yard Dumpster (Two Pickups Per Week)	
First Dumpster	$602.60
Each Additional Dumpster	$276.00
2 Yard Dumpster (Three Pickups Per Week)	
First Dumpster	$891.80
Each Additional Dumpster	$381.70
2 Yard Dumpster (Four Pickups Per Week)	
First Dumpster	$1,173.10

Each Additional Dumpster	$498.20
2 Yard Dumpster (Five Pickups Per Week)	
First Dumpster	$1,430.20
Each Additional Dumpster	$883.80
4 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$430.00
Each Additional Dumpster	$289.30
4 Yard Dumpster (Two Pickup Per Week)	
First Dumpster	$843.70
Each Additional Dumpster	$514.20
4 Yard Dumpster (Three Pickup Per Week)	
First Dumpster	$1,245.30
Each Additional Dumpster	$747.30
4 Yard Dumpster (Four Pickup Per Week)	
First Dumpster	$1,639.00
Each Additional Dumpster	$956.10
4 Yard Dumpster (Five Pickup Per Week)	
First Dumpster	$2,000.60
Each Additional Dumpster	$1,189.10
SPECIAL PICKUPS	
Residential	
Minimum Fee for The First 5 Minutes	$28.40
Each Minute in Addition to The First 5	$3.00
Mattress or Box Spring, Each in Addition To (I) & (II)	$25.00 Or Current Landfill Fee
Tires, Each in Addition To (I) & (II)	$6.90 Or Current Landfill Disposal Fee
Commercial	
Per Each Additional Dumpster	$292.60
RECYCLING (PER QUARTER)	
Charge Per Residential Utility Account	$15.40
Charge Per Commercial Utility Account, Per Tote (Maximum Of 4)	$15.40
Outside of Corporate Limits	$21.80
101-6 - MUNICIPAL INFRACTION FEES	
Chapter 46 - Hotel Rental Tax	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 67 - Animals	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 68 - Shopping Carts	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 75 - Building Construction (Building Code)	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 78 - Building Numbering and Street Naming	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 84 - Cable Television Rate Regulations	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 98 - Farmers Market	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 108 - Resource Protection Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 117 - Health and Sanitation	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 123 - Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 128 - Licenses and Permits	
First Offense	$550.00
Each Repeat Offense	$1,000.00

Chapter 132 - Littering	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 137 - Noise	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 146 - Peace and Good Order	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 149 - Peddling, Soliciting and Street Vending	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 150 - Plumbing Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 152 - Property Maintenance and Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 155 - Rental for Human Habitation	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 161 - Smoking and Tobacco Products	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 167 - Stormwater Management	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 173 - Subdivision and Land Development	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 181 - Vehicles and Traffic	
Parking Violations	
§181-4A(1) through §181-4A(20)§181-4A(22) through §181-4A(24)§181-4B§181-4C§181-4D§181-5§181-9§	$50.00
§181-4A(21)	$250.00
§181-4A(25)	$150.00
First Offense, for All Other Violations of Chapter 181	$220.00
Each Repeat Offense, for All Other Violations of Chapter 181	$435.00
Chapter 186 - Water and Sewers	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Zoning	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Sign Code	
First Offense	$220.00
Each Repeat Offense	$435.00
Any violation of a provision of this Code designated as an infraction by for which no other specific fine is established.	$110.00

Town Council Public Hearing Procedures

The April 28, 2026, public hearing by the Council of the Town of La Plata on the subject of Adequate Public Facilities will be conducted in the following manner:

1. Call to Order
2. Review of Public Notices
3. Summary of Town Staff report and recommendation
4. Questions by the Town Council to Town staff
5. Written documents are entered into the record
    - Written testimony may be submitted in advance via email to legislative@townoflaplata.org or postal mail to Legislative Services Department, Town of La Plata, 305 Queen Anne St Box 2268, La Plata MD 20646, and must be received no later than 12:00 PM on Monday, April 27, 2026.
    - Written documents for the record will be presented to the presiding officer prior to the opening of the public hearing.
6. Speakers (signed up) are called on by the Mayor or presiding officer.
    - Those wishing to provide in-person testimony may sign up in advance no later than 3:00 PM on Tuesday, April 28, 2026, via the town webpage: https://www.townoflaplata.org/209/Public-Communications , or upon arrival at the Council Chambers via sign-up sheet.
    - Speakers who register in advance will be recognized prior to speakers who register upon arrival at the public hearing.
    - In-person registration to speak will end when the relevant public hearing is opened.
    - At the discretion of the Mayor or presiding officer, time may be limited to 3 minutes and may not be yielded.
7. Additional questions by Town Council
8. Closing of Public Hearing
    - When the hearing is concluded, the Town Council will not hear further comments or questions during the meeting.

APG Media of Chesapeake, LLC

29088 Airpark Drive
Easton, MD 21601

04/13/26
3101538

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "NOTICE - TC-PH-ZTA-01-2026...**" was published in the:**

Southern Maryland News 04/03/26
Southern Maryland News 04/10/26

Orestes Baez
President & Publisher

NOTICE OF PUBLIC HEARING
COUNCIL OF THE TOWN OF LA PLATA
April 28, 2026

Notice is hereby given that the Council of the Town of La Plata will hold a public hearing on Tuesday, April 28, 2026, at 6:00 PM, or as soon thereafter as possible, in La Plata Town Hall, 305 Queen Anne Street, La Plata, Maryland, for the purpose of hearing public comment on the following:

Adequate Public Facilities Ordinance

At the public hearing, all parties in interest and citizens will have an opportunity to be heard. Special accommodation for persons with disabilities will be made upon request. Members of the public wishing to observe the meeting remotely may join via Microsoft Teams meeting as follows:

Join on your computer or mobile app
https://tinyurl.com/TCPublicHearings

Copies of the proposed Town of La Plata FY2027 Financial Plan/Budget and Town of La Plata FY2027 Fee Schedule are available for review at the La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM or on the Town's website, townoflaplata.org

Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townoflaplata.org or by phone at 301-934-8421.

3101538 IN 4/3,4/10/2026

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0466

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Chuck Stevens, Town Manager Don Dooley, Planning Director
DEPARTMENT:	Planning
TYPE:	Ordinance
SUBJECT:	Proposed Amendments to Town Code Chapter 191 (Zoning) and Chapter 173 (Subdivision and Land Development: School Seat Allocation Policy)

BACKGROUND:

The Town of La Plata is a designated growth area within Charles County. Residential growth has accelerated significantly in recent years, and that growth is expected to continue. Managing it responsibly—in a way that maintains the quality of life that makes La Plata a desirable place to live and do business—requires regulatory tools that are clear, transparent, and grounded in current conditions.

The Town's primary growth management tools are found in Chapter 191 (Zoning) and Chapter 173 (Subdivision and Land Development: School Seat Allocation Policy). Together, these chapters require that new development demonstrate adequate public infrastructure capacity—including water service, sewer service, and school capacity—before development approvals are granted. The proposed amendments comprehensively update both chapters to reflect current conditions, align the Town's methodology with Charles County's, and replace subjective or outdated provisions with clear, formula-based standards.

Among the key changes proposed:

Water and Sewer: The amendments establish clear capacity standards for the Town's water and wastewater systems. These standards protect the Town's existing infrastructure investments and ensure that growth is matched by available utility capacity.

School Seat Allocations: The amendments replace the current system—which guarantees a minimum of 100 school seat allocations annually regardless of actual school capacity—with a transparent, capacity-based formula that uses publicly available data published annually by the Charles County Board of Education. Additionally, the new system creates a formal process for large development projects (100 or more units) to enter into Development

Agreements that provide long-term planning certainty for both developers and the school system.

In January 2026, staff presented an informational overview of these issues to the Town Council and received direction to proceed with developing formal code amendments. Between January and April 2026, staff engaged in an extensive outreach and consultation process. Staff met individually and collectively with land use attorneys, land use engineers, representatives of the Maryland Building Industry Association, individual property owners, land use agents, Charles County Planning and Growth Management staff, and Charles County Public Schools. Additionally, staff considered the Town Planning Commission's comments and feedback. Staff listened carefully to the concerns raised and made substantive changes to the proposed language where those concerns were well-founded and could be accommodated within the framework of responsible growth management.

Not every concern could be fully addressed—these amendments represent a balancing of legitimate and sometimes competing interests. Staff is confident, however, that the proposed amendments strike the appropriate balance: they provide the development community with clear, predictable rules while ensuring that the Town's infrastructure and public facilities can support the growth that is approved.

On April 7, 2026, the Planning Commission reviewed the proposed amendments and voted to recommend adoption to the Town Council.

FISCAL IMPACT:

The proposed amendments have no direct fiscal impact on the Town's operating budget. The changes affect development review processes and do not require additional staffing, equipment, or operational expenditures.

The amendments support the Town's long-term fiscal sustainability by ensuring that residential growth is matched by infrastructure capacity, reducing the risk of costs associated with overextended public facilities. The shift to standardized County data for school seat calculations also eliminates the need for Town staff to conduct biennial student generation rate surveys, reducing staff time spent on data collection and analysis.

STRATEGIC PLAN ALIGNMENT:

These amendments align with the Town's 2022 Strategic Plan:

Goal #1 – Good Governance

The proposed amendments replace discretionary determinations with clear, formula-based standards using publicly available data, enhancing transparency and accountability in the Town's development review process. The extensive stakeholder engagement process that preceded these amendments reflects the Town's commitment to serving as a responsible steward of community trust.

Goal #2 – Operational Excellence

Adopting standardized County data and clear formulas will allow staff to process development applications more efficiently and consistently, reducing disputes and streamlining coordination with County agencies.

Goal #3 – Economic Prosperity

Quality schools and reliable public infrastructure are foundational to attracting and retaining residents and businesses. These amendments protect that infrastructure while providing developers with clear, predictable rules that support sustainable economic growth.

Goal #5 – Public Service Readiness

The amendments directly address infrastructure planning by ensuring residential development aligns with actual capacity across the Town's water system, sewer system, and school facilities. The new Development Agreement process for large subdivisions and the provision for incorporating Capital Improvement Program school construction projects enable more effective long-term planning coordination with Charles County.

The amendments also support the Town's Comprehensive Plan through managed growth policies coordinated with Charles County, and the Capital Improvement Plan by creating a mechanism to incorporate planned school construction into annual allocation decisions.

SUSTAINABILITY CONSIDERATIONS:

These amendments support community sustainability across social, economic, and environmental dimensions. Ensuring that public infrastructure capacity keeps pace with residential growth protects the quality of life—including access to quality schools and reliable utilities—that current and future residents depend on. Providing clear, predictable development rules supports long-term economic stability and property values. Managing

the pace of residential growth to align with infrastructure capacity reduces pressure on existing systems and encourages efficient, well-planned development patterns.

ADA CONSIDERATIONS:

These amendments establish administrative procedures and do not involve physical facilities, programs, or services that would trigger ADA compliance requirements. All Town meetings at which these amendments are discussed are held in ADA-accessible facilities, with accommodations available upon request in accordance with Town policy.

RECOMMENDED ACTION:

Adopt the proposed amendments to Chapter 191 (Zoning) and Chapter 173 (Subdivision and Land Development: School Seat Allocation Policy) of the Town Code, as recommended by the Planning Commission.

ATTACHMENTS:

1. Planning Commission Staff Report and Extended Staff Report – Proposed Amendments to Chapter 191 and Chapter 173 (April 7, 2026)
2. Proposed Chapter 191 (APF) – Full Code Language (Clean Version)
3. Proposed Chapter 173 (School Seat Allocation Policy) – Full Code Language (Clean Version)

COUNCIL OF THE TOWN OF LA PLATA
Ordinance No. 26-09

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**April 28, 2026**
Town Council Public Hearing:	**April 28, 2026**
Amendments Adopted:	
Date Adopted:	
Date Effective:	

AN ORDINANCE concerning

Chapter 191 – Zoning Ordinance for the Town of La Plata, Maryland

FOR the purpose of amending the Zoning Ordinance to comprehensively update the Town Zoning Ordinance, requiring the demonstration of adequate public infrastructure capacity prior to development approval; and all matters generally relating thereto.

BY repealing and reenacting with amendments
Chapter 191
Article II, Section 191-13
Code of the Town of La Plata (1998 Edition and Supplements)

BY adding
Chapter 191
Article X, Sections 191-86 through 191-97
Code of the Town of La Plata (1998 Edition and Supplements)

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that Chapter 191 of the Code of the Town of La Plata (1998 Edition as amended), be and is hereby amended to read as follows:

Chapter 191 – Zoning

***

Article II – Plan Review and Submittal Requirements

***

§ 191-13. - Expiration.

A. Minor site plan approval shall expire ((one (1) year)) FIVE (5) YEARS after the date of such approvals unless a building permit ((or an occupancy permit)) has been ((submitted)) ISSUED AND ACTIVE CONSTRUCTION HAS BEGUN FOR THE PROJECT. If a minor site plan is submitted as an amendment to a major site plan the amendment will be governed by the major site plan's expiration. A single one (1) year extension may be given by the Chief Executive Officer upon written request by the applicant to be made within thirty (30) days before the expiration of the MINOR site plan. The Chief Executive Officer shall act on the request within thirty (30) days of receipt of the request. AMENDED AND ADDITIONAL CONDITIONS OF APPROVAL FOR THE MINOR SITE PLAN ARE AUTHORIZED WITH THE APPROVAL OF ANY TIME EXTENSION REQUEST.

B. Major site plan approval shall expire ((two (2))) FIVE (5) years after the date of Planning Commission approval unless A building permit((s have)) HAS been ((obtained)) ISSUED AND ACTIVE CONSTRUCTION HAS BEGUN FOR THE PROJECT ((for construction in accordance therewith)). A single one (1) year extension may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the MAJOR site plan. AMENDED AND ADDITIONAL CONDITIONS OF APPROVAL ARE AUTHORIZED WITH THE APPROVAL OF ANY TIME EXTENSION REQUEST FOR A MAJOR SITE PLAN. The Chief Executive Officer shall bring the request before the Planning Commission on the next available meeting date.

C. Approval of the Master Site Development Plan shall expire after five (5) years after the date of town council approval unless a permit, preliminary subdivision, or site plan has been submitted for review. After such time the MSDP will be null and void. A total of three (3) two (2) year extensions may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the approved Master Site Development Plan.

***

ARTICLE X – ADEQUATE PUBLIC FACILITIES REQUIREMENTS

§ 191-86. PURPOSE.

THE PURPOSE OF ADEQUATE PUBLIC FACILITIES REVIEW IS TO:

A. REQUIRE DEVELOPERS TO PROVIDE NEW, ADDITIONAL, OR UPGRADED PUBLIC FACILITIES FOR WATER, SEWAGE, AND SCHOOL SEATING CAPACITY, WHEN NECESSARY, TO ENSURE THE TOWN'S ABILITY TO PROVIDE ADEQUATE PUBLIC

FACILITY LEVELS TO SERVE NEW DEVELOPMENTS WITHOUT IMPACTING THE EXISTING COMMUNITY.

B. ENSURE THAT ALL PROPOSED DEVELOPMENT WILL NOT ADVERSELY AFFECT THE PUBLIC'S HEALTH, SAFETY AND WELFARE; AND,

C. ENCOURAGE NEW DEVELOPMENT TO OCCUR IN AREAS OF THE TOWN WHERE PUBLIC FACILITIES ARE BEING PROVIDED.

§ 191-87. - ADEQUATE PUBLIC FACILITIES REQUIRED.

A. UNLESS STATED OTHERWISE WITHIN THIS ORDINANCE, NO PRELIMINARY PLAT MAPS OR SITE PLANS SHALL BE APPROVED BY THE TOWN UNLESS IT CAN BE DEMONSTRATED THAT THE DEVELOPMENT WILL NOT IMPACT THE ADEQUACY OF THE TOWN'S PUBLIC FACILITIES TO PROVIDE ADEQUATE WATER, SEWAGE, AND SCHOOL SEATING CAPACITY TO SERVE THE DEVELOPMENT, AS SPECIFIED IN THIS ORDINANCE.

B. THIS ORDINANCE DOES NOT APPLY TO MINOR RESIDENTIAL SUBDIVISIONS, MINOR SITE PLANS AND NON-RESIDENTIAL DEVELOPMENTS CONTAINING LESS THAN 1,200 SQUARE FEET OF GROSS FLOOR AREA UNLESS DETERMINED NECESSARY BY THE PLANNING DIRECTOR DUE TO UNIQUE OR UNUSUAL CIRCUMSTANCES ASSOCIATED WITH THE DEVELOPMENT AND/OR THE SURROUNDING ENVIRONS OF THE DEVELOPMENT.

C. UNLESS EXEMPTED WITHIN THIS ORDINANCE, ALL PRELIMINARY PLAT MAPS AND SITE PLANS SUBMITTED TO THE TOWN FOR APPROVAL SHALL BE ACCOMPANIED BY AN ADEQUATE PUBLIC FACILITIES STUDY (APFS) PURSUANT TO SECTION 191-93.

§191-88. - ROADS.

(RESERVED)

§191-89. - SCHOOLS.

SECTIONS:

SCHOOL SEAT ALLOCATION POLICY – SEE SECTION 173-92.

§191-90. - SEWAGE SYSTEM.

A. PURSUANT TO TITLE 9 OF THE ANNOTATED CODE OF MARYLAND, NEW DEVELOPMENT CAN ONLY BE APPROVED IF THERE ARE ADEQUATE WASTEWATER SYSTEMS AND SUPPORTING INFRASTRUCTURE. THEREFORE, NO SITE PLAN OR SUBDIVISION PLAT SHALL BE APPROVED FOR ANY NEW OR EXPANDED DEVELOPMENT IN LA PLATA UNLESS THE TOWN'S WASTEWATER TREATMENT PLANT AND INFRASTRUCTURE HAS OR WILL HAVE SUFFICIENT CAPACITY TO SUPPORT NEW DEVELOPMENT PRIOR TO ITS COMMENCEMENT. IT IS THE INTENT OF THIS CHAPTER TO ENSURE THAT SEWER INFRASTRUCTURE CAPACITY SERVING EXISTING RESIDENTIAL AND NON-RESIDENTIAL USERS ARE NOT ADVERSELY AFFECTED BY THE SEWAGE CAPACITY AND INFRASTRUCTURE NEEDS FROM NEW DEVELOPMENT.

B. STANDARD FOR ADEQUACY. THE TOWN'S SEWAGE SYSTEM SHALL BE CONSIDERED INADEQUATE AND THE DEVELOPMENT DEEMED TO CREATE AN ADVERSE IMPACT ON THE TOWN'S WASTEWATER TREATMENT PLANT AND ITS INFRASTRUCTURE WHEN A DEVELOPMENT CAUSES IT TO OPERATE AT OR ABOVE EIGHTY PERCENT (80%) OF THE PLANT'S MAXIMUM CAPACITY. THIS LIMITATION IS TO ENSURE THE TOWN MAINTAINS SUFFICIENT RESERVE CAPACITY TO ACCOUNT FOR SYSTEM INEFFICIENCIES AND SHORT-TERM SPIKES IN TREATMENT DEMAND. EIGHTY PERCENT (80%) OF SEWAGE CAPACITY SHALL BE DETERMINED BY MULTIPLYING THE TOWN'S TREATMENT PLANT'S DESIGN FLOW (MGD) BY 0.80, THEN COMPARING THAT VALUE TO THE FACILITY'S AVERAGE DAILY WASTEWATER FLOW. IF THIS STANDARD IS EXCEEDED, THE PROJECT SHALL NOT BE APPROVED UNLESS ADEQUATE MITIGATION IS PROVIDED IN ACCORDANCE WITH §191-94 (MITIGATION).

C. THE TOWN OF LA PLATA SHALL PUBLISH ON ITS WEBSITE EVERY SIX (6) MONTHS A SEWAGE CAPACITY REPORT IDENTIFYING THE TOWN'S CURRENT WASTEWATER TREATMENT PLANT CAPACITY LEVEL AND ITS REMAINING AVAILABILITY TO SERVE NEW DEVELOPMENT. THE MOST CURRENT WASTEWATER CAPACITY REPORT SHALL BE USED AS THE AUTHORITATIVE REFERENCE SOURCE FOR DETERMINING A DEVELOPMENT'S IMPACT ON THE TOWN'S WASTEWATER CAPACITY LIMIT AS PART OF ANY ADEQUATE PUBLIC FACILITIES STUDY SUBMITTED TO THE TOWN.

§191-91. - WATER SUPPLY SYSTEM.

A. PURSUANT TO TITLE 9 OF THE ANNOTATED CODE OF MARYLAND, NEW DEVELOPMENT CAN ONLY BE APPROVED IF THERE IS AN ADEQUATE WATER SUPPLY AND INFRASTRUCTURE TO SUPPORT IT. THEREFORE, NO PRELIMINARY PLAT MAP OR SITE PLAN FOR ANY NEW OR EXPANDED DEVELOPMENT REQUIRING WATER ALLOCATION FROM THE TOWN OF LA PLATA SHALL BE APPROVED UNLESS THERE IS OR WILL BE SUFFICIENT WATER SUPPLY TO SUPPORT THE DEVELOPMENT

PRIOR TO ITS COMMENCEMENT. IT IS THE INTENT OF THIS CHAPTER THAT WATER SUPPLIES SERVING EXISTING RESIDENTIAL AND NON-RESIDENTIAL USERS ARE NOT ADVERSELY AFFECTED BY THE WATER USAGE FROM NEW DEVELOPMENT.

B. STANDARD FOR ADEQUACY. THE TOWN'S WATER SUPPLY SYSTEM IS CONSIDERED INADEQUATE AND A PROPOSED DEVELOPMENT IS CONSIDERED TO HAVE AN ADVERSE IMPACT ON THE TOWN'S ABILITY TO PROVIDE SUFFICIENT WATER WHEN THE PROJECTED WATER DEMAND FROM NEW DEVELOPMENT WILL CAUSE THE TOWN TO REACH OR EXCEED EIGHTY PERCENT (80%) OF ITS MAXIMUM WATER APPROPRIATION PERMIT FOR ANNUAL AVERAGE DAILY WITHDRAWAL, AS ISSUED BY THE MARYLAND DEPARTMENT OF THE ENVIRONMENT. THE 80% THRESHOLD IS INTENDED TO ENSURE THE TOWN MAINTAINS SUFFICIENT RESERVE CAPACITY TO ACCOUNT FOR WATER LOSS, SYSTEM INEFFICIENCIES, AND SHORT-TERM SPIKES IN WATER USAGE. EIGHTY PERCENT (80%) OF THE TOWN'S WATER ALLOCATION IS CALCULATED BY MULTIPLYING THE PERMITTED ANNUAL AVERAGE DAILY WITHDRAWAL LIMIT BY 0.80 AND COMPARING THAT VALUE TO THE TOWN'S ACTUAL ANNUAL AVERAGE DAILY WATER USE. IF THE PROJECTED DEMAND FROM A DEVELOPMENT CAUSES THIS THRESHOLD TO BE EXCEEDED, THE DEVELOPMENT MAY NOT BE APPROVED UNLESS ADEQUATE MITIGATION IS PROVIDED IN ACCORDANCE WITH §191-94 (MITIGATION).

C. THE TOWN OF LA PLATA SHALL PUBLISH ON ITS WEBSITE EVERY SIX (6) MONTHS A WATER CAPACITY REPORT OF THE TOWN'S WATER ALLOCATION USAGE FOR DETERMINING THE REMAINING WATER AVAILABILITY TO SERVE NEW DEVELOPMENT AGAINST ITS MAXIMUM WATER APPROPRIATIONS PERMIT LIMIT FOR AVERAGE DAILY WITHDRAWAL. THE MOST CURRENT WATER CAPACITY REPORT SHALL BE USED AS THE AUTHORITATIVE REFERENCE SOURCE FOR DETERMINING A DEVELOPMENT'S IMPACT ON THE TOWN'S WATER SUPPLY AS PART OF ANY ADEQUATE PUBLIC FACILITIES STUDY SUBMITTED TO THE TOWN.

§ 191-92. - WATER, SEWAGE, AND SCHOOL CAPACITY ALLOCATIONS.

A. WATER AND SEWER CAPACITY ALLOCATION SHALL BE GUARANTEED TO ANY APPROVED PRELIMINARY PLAT MAP OR SITE PLAN REQUIRING SUCH ALLOCATION FOR A PERIOD OF SIX (6) YEARS AFTER ITS ORIGINAL APPROVAL BY THE TOWN. FAILURE, FOR ANY REASON, TO OBTAIN A BUILDING PERMIT WITHIN SIX (6) YEARS TO BEGIN CONSTRUCTION FOR A NEW BUILDING(S) UNDER AN APPROVED SITE PLAN OR PRELIMINARY PLAT MAP OR FOR A NEW DEVELOPMENT SHALL RENDER THE WATER AND SEWER ALLOCATION NULL AND VOID.

B. FOR PRELIMINARY PLAT MAPS AND SITE PLANS THAT HAVE BEEN PREVIOUSLY APPROVED WITHOUT WATER AND SEWER ALLOCATIONS PRIOR TO THE ADOPTION OF THIS ORDINANCE, WATER AND SEWER ALLOCATIONS SHALL BE BASED ON THE FOLLOWING ALLOCATION METHODOLOGY:

(1) ALL PRELIMINARY PLAT MAPS AND SITE PLANS THAT HAVE BEEN APPROVED AND ARE STILL VALID AS OF THE DATE OF THE ADOPTION OF THIS ORDINANCE SHALL BE EXEMPT FROM SECTION 191-92(A) UNLESS THE APPROVED PRELIMINARY PLAT MAP OR SITE PLAN IS ALLOWED TO EXPIRE FOR ANY REASON. WATER AND SEWER ALLOCATIONS FOR PREVIOUSLY APPROVED AND LEGALLY VALID PRELIMINARY PLAT MAPS AND SITE PLANS SHALL HAVE PRIORITY OVER ANY PRELIMINARY PLAT MAPS AND SITE PLANS NOT APPROVED BY THE TOWN AS OF THE DATE OF THE ADOPTION OF THIS ORDINANCE. WATER AND SEWER ALLOCATIONS FOR UNEXPIRED PRELIMINARY PLAT MAPS AND SITE PLANS UNDER THIS CODE PROVISION SHALL BE ALLOCATED AS FOLLOWS:

(a) EACH YEAR, THE TOWN OF LA PLATA SHALL IDENTIFY THE MAXIMUM WATER AND SEWER CAPACITY ALLOCATIONS TO BE DEVOTED TO PREVIOUSLY APPROVED PRELIMINARY PLAT MAPS AND SITE PLANS THAT ARE VALID.
(b) WATER AND SEWER ALLOCATIONS SHALL BE DISTRIBUTED BY THE TOWN TO EACH PREVIOUSLY APPROVED PRELIMINARY PLAT MAP OR SITE PLAN BEGINNING WITH THE OLDEST TO THE MOST RECENT UNTIL ALL SUCH WATER AND SEWER ALLOCATIONS HAVE BEEN DISTRIBUTED BY THE TOWN OF LA PLATA FOR EACH CALENDAR YEAR.
(c) FAILURE TO BEGIN USING AUTHORIZED WATER AND SEWER ALLOCATIONS WITHIN SIX (6) YEARS SHALL RENDER THE WATER AND SEWER ALLOCATIONS UNDER THIS PROVISION OF THIS ORDINANCE NULL AND VOID.

C. ONCE ALL PREVIOUSLY APPROVED PRELIMINARY PLAT MAPS AND SITE PLANS HAVE RECEIVED THEIR NECESSARY WATER AND SEWER ALLOCATIONS UNDER SECTION 191-92(B), WATER AND SEWER ALLOCATIONS REQUIRED FOR THE APPROVAL OF NEW PRELIMINARY PLAT MAPS AND SITE PLANS MAY BE GRANTED BY THE TOWN AS PROVIDED IN THIS ORDINANCE.

D. SCHOOL CAPACITY ALLOCATIONS SHALL BE GRANTED PURSUANT TO ARTICLE IX (SCHOOL SEAT ALLOCATION POLICY) OF THE LA PLATA MUNICIPAL CODE.

§ 191-93. - ADEQUATE PUBLIC FACILITIES STUDY.

A. AN ADEQUATE PUBLIC FACILITIES STUDY (APFS) SHALL BE PREPARED BY

QUALIFIED, INDEPENDENT, THIRD PARTIES, IN CONFORMANCE WITH THE REQUIREMENTS OF THIS ORDINANCE, AND SUBMITTED AS PART OF ANY PRELIMINARY PLAT MAP OR SITE PLAN SUBMITTAL TO THE TOWN FOR APPROVAL.

B. AN APFS SHALL CONTAIN THE FOLLOWING INFORMATION:

(1) BACKGROUND INFORMATION DESCRIBING THE PROPOSED DEVELOPMENT, ITS LOCATION AND THE MOST CURRENT CONDITIONS OF ALL PUBLIC FACILITIES THAT ARE REGULATED BY THIS ORDINANCE.

(2) ANALYSES AND IDENTIFICATION OF ALL ANTICIPATED PROJECT IMPACTS AND FACILITY NEEDS FOR WATER, SEWER, AND SCHOOL SEATING CAPACITY TO SERVE THE PROPOSED DEVELOPMENT.

(3) AS NECESSARY, A PROPOSED MITIGATION PROGRAM TO ELIMINATE ALL ANTICIPATED ENVIRONMENTAL IMPACTS CAUSED BY THE DEVELOPMENT TO ENABLE THE TOWN TO PROVIDE SUFFICIENT WATER, SEWAGE, AND SCHOOL SEATING CAPACITY TO SERVE THE PROPOSED DEVELOPMENT.

(4) ANY OTHER ADDITIONAL INFORMATION DEEMED NECESSARY BY THE PLANNING DIRECTOR TO ADEQUATELY EVALUATE A PROJECT'S IMPACT(S) ON THE TOWN'S WATER, SEWAGE AND SCHOOL SEATING CAPACITY.

C. AN APFS MUST ADDRESS THE INCREMENTAL AND CUMULATIVE IMPACTS OF A PROJECT THAT IS TO BE DEVELOPED IN PHASES, INCLUDING ALL INCREMENTAL MITIGATION MEASURES.

D. THE PLANNING COMMISSION SHALL REVIEW THE APFS AND OTHER INFORMATION SUBMITTED BY THE PROJECT DEVELOPER TO DETERMINE IF THE LEVEL OF PUBLIC INFRASTRUCTURE EXISTS OR WILL EXIST TO MEET THE STANDARDS OF THIS ORDINANCE AND WHETHER THE APPROVAL OF THE PROPOSED DEVELOPMENT WILL BE IN THE PUBLIC INTEREST.

E. THE PROJECT APPLICANT SHALL PAY ALL THE COSTS ASSOCIATED WITH THE TOWN'S REVIEW OF AN APFS IN ADDITION TO ALL OTHER APPLICABLE DEVELOPMENT FEES IN THE TOWN'S CURRENT FEE SCHEDULE.

§ 191-94. - MITIGATION.

CREATIVE DEVELOPMENT DESIGN MEASURES ARE ENCOURAGED WITHIN EACH NEW DEVELOPMENT TO REDUCE OR ELIMINATE IMPACTS TO THE TOWN'S WATER, SEWAGE AND SCHOOL SEATING CAPACITY LIMITS WHENEVER POSSIBLE. HOWEVER, IF THE PLANNING COMMISSION DETERMINES THAT ONE OR MORE PUBLIC FACILITIES ASSOCIATED WITH WATER, SEWAGE, OR SCHOOL SEATING CAPACITY ARE NOT ADEQUATE, THE PLANNING COMMISSION SHALL DENY THE PROJECT OR REQUIRE SUFFICIENT DEVELOPMENT MITIGATION MEASURES AS FOLLOWS:

A. MITIGATION BY THE PROJECT DEVELOPER IS REQUIRED TO AVOID EXCEEDING WATER, SEWER, AND SCHOOL SEATING CAPACITY LIMITS TO ENABLE THE TOWN TO PROVIDE SUFFICIENT PUBLIC FACILITATES TO SUPPORT THE DEVELOPER'S PROJECT AND COMPLY WITH ALL APPLICABLE PROVISIONS OF THE TOWN'S MUNICIPAL CODE AND MARYLAND DEPARTMENT OF THE ENVIRONMENT PERMITTING REQUIREMENTS, CONDITIONS, AND REGULATIONS PLACED UPON THE TOWN. IF THE MITIGATION MEASURES ARE CONSIDERED INFEASIBLE TO IMPLEMENT FOR A NEW DEVELOPMENT, THE TOWN MAY ACCEPT AN IN-LIEU FEE EQUAL TO THE DEVELOPER'S PRO-RATA SHARE OF THE TOTAL ESTIMATED COST OF THEIR REQUIRED MITIGATION MEASURES FOR THEIR PROJECT, AS DETERMINED BY THE CHIEF EXECUTIVE OFFICER OF THE TOWN.

B. IF ONE OR MORE MITIGATION MEASURES ARE REQUIRED FOR AN APPROVED DEVELOPMENT TO COMPLY WITH THIS ORDINANCE AND THOSE MITIGATION MEASURES WILL BE FULLY COMPLETED THROUGH A TOWN, COUNTY OR STATE APPROVED CAPITAL IMPROVEMENT PROJECT BEFORE ALL TOWN ISSUED DEVELOPMENT PERMITS ARE FINALIZED, THE TOWN SHALL CONSIDER THE REQUIRED DEVELOPMENT MITIGATION MEASURES NECESSARY TO COMPLY WITH THIS ORDINANCE SATISFIED. HOWEVER, IF A TOWN, COUNTY OR STATE APPROVED CAPITAL IMPROVEMENT PROJECT DOES NOT FULLY SATISFY ALL MITIGATION MEASURES REQUIRED FOR AN APPROVED DEVELOPMENT TO COMPLY WITH THIS ORDINANCE, THE DEVELOPER SHALL BE RESPONSIBLE FOR COMPLETING THEIR PRO-RATA SHARE OF THE REMAINING MITIGATION MEASURES. OTHERWISE, THE DEVELOPER SHALL PROVIDE THE TOWN AN IN-LIEU FEE EQUAL TO THEIR PRO-RATA SHARE OF THE TOTAL ESTIMATED COST FOR THE REMAINING MITIGATION MEASURES REQUIRED FOR THEIR PROJECT DEVELOPMENT, AS DETERMINED BY THE CHIEF EXECUTIVE OFFICER OF THE TOWN.

C. THE PLANNING COMMISSION SHALL REVIEW AND HAVE FINAL APPROVAL OF THE PROPOSED MITIGATION PROGRAM FOR A PROPOSED SUBDIVISION OR SITE PLAN. A MITIGATION PROGRAM SHALL INCLUDE THE TYPE(S) OF MITIGATION, THE METHODS OF MITIGATION AND TIME SCHEDULES, INCLUDING PROJECT PHASING, IF APPLICABLE, FOR THE SUCCESSFUL IMPLEMENTATION OF THE MITIGATION PROGRAM.

D. A MITIGATION PROGRAM SHALL BE CONTAINED IN A LEGALLY BINDING

ADEQUATE PUBLIC FACILITIES AGREEMENT BETWEEN THE PROJECT DEVELOPER AND THE TOWN OF LA PLATA, IN A LEGAL FORM APPROVED BY THE TOWN ATTORNEY.

E. A MITIGATION PROGRAM SHALL RUN WITH THE LAND. THE DEED OR TITLE FOR A PROPERTY SHALL CONTAIN REFERENCES TO THE MITIGATION PROGRAM AND BE RECORDED WITH THE CHARLES COUNTY CLERK TO THE SATISFACTION OF THE PLANNING DIRECTOR.

§ 191-95. - BONDING OR SURETY.

A. THE PLANNING COMMISSION SHALL REQUIRE BONDING OR SURETY AS APPROPRIATE TO COVER THE COSTS OF THE FACILITIES AND LANDS NOT UNDER THE PROJECT DEVELOPER'S OWNERSHIP THAT ARE PART OF A MITIGATION PROGRAM.

B. UPON DEFAULT, THE TOWN OF LA PLATA HAS THE AUTHORITY TO REDEEM THE BONDS OR SURETY IN ADDITION TO ANY OTHER REMEDY PROVIDED BY LAW.

§ 191-96. - STANDARDS, CRITERIA AND PROCEDURES FOR ADEQUATE PUBLIC FACILITIES STUDIES.

A. EXCEPT AS MAY BE STATED ELSEWHERE IN THIS ORDINANCE, THE CHARLES COUNTY ADEQUATE PUBLIC FACILITIES IMPLEMENTATION MANUAL MAY BE REFERENCED FOR GUIDANCE TO HELP SUPPORT THE SUCCESSFUL IMPLEMENTATION OF THIS ORDINANCE. IN NO CASE SHALL THE CHARLES COUNTY APFO MANUAL SUPERSEDE ANY REQUIREMENTS OF THIS ORDINANCE.

B. UPON RECOMMENDATION BY THE PLANNING COMMISSION, THE TOWN COUNCIL SHALL CONSIDER APPROVING ANY REVISIONS TO THE ADOPTED STANDARDS, CRITERIA AND PROCEDURES FOR ADEQUATE PUBLIC FACILITIES.

C. THE TOWN OF LA PLATA SHALL BE THE SOLE PROVIDER OF ALL WATER AND SEWER FACILITIES FOR NEW AND EXISTING DEVELOPMENTS IN TOWN. THE TOWN WILL REQUIRE DEVELOPERS TO FUND, CONSTRUCT, AND PROVIDE BONDING FOR ALL NEW OR UPGRADED FACILITIES DEEMED NECESSARY FOR MITIGATION UNDER THIS ORDINANCE. ALL NEW WATER AND SEWER FACILITIES SHALL BE DEDICATED BY THE PROJECT DEVELOPER TO THE TOWN OF LA PLATA, CONSISTENT WITH ALL APPLICABLE PROVISIONS OF THE TOWN'S MUNICIPAL CODE AS DETERMINED BY THE DIRECTOR OF PUBLIC WORKS.

§ 191-97. - EXEMPTIONS TO ADEQUATE PUBLIC FACILITIES REQUIREMENTS

A. THESE PROVISIONS ~~OF THIS ORDINANCE~~ SHALL NOT APPLY TO ANY DEVELOPMENT THAT, AS OF THE EFFECTIVE DATE OF THIS ORDINANCE, SATISFIES ALL OF THE FOLLOWING CRITERIA:

(1) THE PROPERTY WAS SUBJECT TO AN ANNEXATION AGREEMENT EXECUTED ON OR BEFORE DECEMBER 31, 1998, AND RECORDED AMONG THE LAND RECORDS OF CHARLES COUNTY, MARYLAND, REGARDLESS OF ANY AMENDMENTS TO SUCH AGREEMENT OCCURRING AFTER THAT DATE; AND

(2) A PRELIMINARY PLAT MAP OR SITE PLAN FOR THE DEVELOPMENT HAS RECEIVED TOWN APPROVAL AND REMAINS VALID UNDER APPLICABLE LAW.

(3) A DEVELOPMENT THAT SATISFIES BOTH OF THE CRITERIA IN THE ABOVE SECTIONS A(1) AND A(2) AS OF THE EFFECTIVE DATE OF THIS ORDINANCE SHALL BE DEEMED VESTED FOR PURPOSES OF THIS ARTICLE AND SHALL REMAIN EXEMPT FROM THE REQUIREMENTS OF CHAPTER 173, ARTICLE IX (SCHOOL SEAT ALLOCATION POLICY) AND CHAPTER 191, ARTICLE X (ADEQUATE PUBLIC FACILITIES REQUIREMENTS) PROVIDED THAT SUCH DEVELOPMENT PROCEEDS IN ACCORDANCE WITH THE APPROVED PRELIMINARY PLAT MAP OR SITE PLAN AS WELL AS ANY APPLICABLE VESTING OR EXPIRATION PROVISIONS OF THIS CODE.

B. NOTWITHSTANDING THE FOREGOING IN SECTION “A,” ABOVE, ANY SIGNIFICANT MODIFICATION TO AN APPROVED PRELIMINARY PLAT OR SITE PLAN THAT RESULTS IN AN INCREASE IN RESIDENTIAL DENSITY, NON-RESIDENTIAL SQUARE FOOTAGE, OR OVERALL DEVELOPMENT INTENSITY SHALL NOT BE ELIGIBLE FOR THIS EXEMPTION UNLESS SUCH MODIFICATION INDEPENDENTLY SATISFIES THE REQUIREMENTS OF CHAPTER 173, ARTICLE IX (SCHOOL SEAT ALLOCATION POLICY) AND CHAPTER 191, ARTICLE X (ADEQUATE PUBLIC FACILITIES REQUIREMENTS).

SECTION 2: BE IT FURTHER ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that this Ordinance shall become effective 15 days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

EXPLANATION:

- CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
- ((Double Parentheses)) indicate matter deleted from existing law.
- * * indicates existing law not depicted in bill and not being altered by bill
- Underlining indicates amendments to bill.
- Strike-Out indicates matter stricken from bill by amendment or deleted from the law by amendment.

COUNCIL OF THE TOWN OF LA PLATA
Ordinance No. 26-10

Introduced By: Mayor Jeannine E. James, by request

Date Introduced: April 28, 2026

Town Council Public Hearing: April 28, 2026

Amendments Adopted:

Date Adopted:

Date Effective:

AN ORDINANCE concerning

Chapter 173 – Subdivision and Land Development

FOR the purpose of amending Chapter 173, Subdivision and Land Development, redefining the process by which annual school seat allocations are calculated and establishing a formal Development Agreement process; and all matters generally relating thereto.

BY repealing and reenacting with amendments
Chapter 173 – Subdivision and Land Development
Article IV, Section 173-23
Code of the Town of La Plata (1998 Edition and Supplements)

BY repealing
Chapter 173 – Subdivision and Land Development
Article IX, School Seat Allocation Policy
Sections 173-92 through 173-101
Code of the Town of La Plata (1998 Edition and Supplements)

BY adding
Chapter 173 – Subdivision and Land Development
Article IX, School Seat Allocation Policy
Sections 173-92 through 173-102
Code of the Town of La Plata (1998 Edition and Supplements)

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that Chapter 173 the Code of the Town of La Plata (1998 Edition as amended), be and is hereby amended to read as follows:

Chapter 173 – Subdivision and Land Development

***

Article IV – Plan Requirements and Procedures

***

§ 173-23. – Preliminary plat.

A. Purpose. The purpose of the preliminary plat is to require formal conditional approval of the subdivision in order to minimize changes and revisions which might otherwise be necessary on the final plat. The preliminary plat procedure is recommended but not required for minor subdivisions, provided that the final plat submitted contains all the information required for both the preliminary and final plat. The preliminary plat and all information and procedures relating thereto shall in all respects be in compliance with the provisions of these regulations.

B. Procedure.

(1) The applicant shall prepare and submit six (6) copies of the preliminary plat and application, along with the required fees, to the Chief Executive Officer. The Chief Executive Officer shall check the submission for completeness and general compliance with these regulations and other applicable regulations and ordinances. If the submission is not complete or not in general compliance, the Chief Executive Officer shall notify the applicant, in writing, and specify the respects in which it is deficient. If the submission is complete and in general compliance, the Chief Executive Officer shall refer the plat and application to the Town Council, Town Planning Commission and any other official appropriately involved with the improvements on the plat and the provision of these regulations.

(2) At the first regular meeting following receipt of the reviews and comments of the Town Council and any other official appropriately involved with the improvements on the plat and provisions of these regulations, the Planning Commission shall evaluate the preliminary plat relative to these regulations and the reviews and comments received. The same evening or within one (1) month, the Planning Commission shall determine whether the preliminary plat meets the objectives and requirements of these

regulations and shall notify the applicant, in writing, of the decision, the reasons for the decision, required changes and necessary improvement plans sufficient to show the proposed location, type, size, grade, elevation and other significant characteristics of improvements, including those related to improving unsuitable land.

(3) Approval of the preliminary plat shall constitute conditional approval of the subdivision but shall not constitute approval of the final plat. Approval of a preliminary plat shall be valid for not more than ((one (1) year)) FIVE (5) YEARS unless ((an)) A SINGLE ONE (1) YEAR TIME extension is granted by the Planning Commission. AMENDED AND ADDITIONAL CONDITIONS OF APPROVAL MAY BE AUTHORIZED WITH THE APPROVAL OF ANY TIME EXTENSION REQUEST.

C. Drafting standards. The preliminary plat shall be clearly and legibly drawn or reproduced at a scale not less than one (1) inch equals one hundred (100) feet. Dimensions shall be in feet and fractions thereof, and bearings in degrees and minutes. Where any revision is made or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned, and solid lines to show the presently proposed features.

D. Information. The preliminary plat shall show or be accompanied by the following information:
   (1) The name of the subdivision.
   (2) The name and address of the subdivider.
   (3) The name and address of the engineer or surveyor.
   (4) Graphic scale, true and grid North points, and the date of preparation.
   (5) A location map, showing the entire tract and the relationship of the tract to the surrounding area.
   (6) Topography by contours at vertical intervals of not more than five (5) feet.
   (7) Zoning district classification [if there is more than one (1) classification, the dividing lines should be shown] on land to be subdivided and on adjoining lands.

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ARTICLE IX – SCHOOL SEAT ALLOCATION POLICY

§ 173-92. – STATEMENT OF POLICY AND INTENT.

A. RESIDENTIAL GROWTH RATES IN SOUTHERN MARYLAND, CHARLES COUNTY AND THE TOWN OF LA PLATA ARE AMONG THE HIGHEST IN MARYLAND. THE TOWN IS A DESIGNATED GROWTH AREA WITHIN THE COUNTY.

B. THE RATE OF GROWTH IN CHARLES COUNTY AND THE TOWN OF LA PLATA IS OUTPACING THE ABILITY OF THE CHARLES COUNTY BOARD OF EDUCATION AND THE CHARLES COUNTY COMMISSIONERS TO DEVELOP AND FUND THE CONSTRUCTION OF NEW SCHOOLS IN CHARLES COUNTY TO ACCOMMODATE THE GROWING STUDENT POPULATION IN LA PLATA AND THE COUNTY AT LARGE. UNCHECKED GROWTH HAS POTENTIAL TO RESULT IN SCHOOL OVERCROWDING THAT IS CONTRARY TO THE INTERESTS OF STUDENTS ATTENDING THOSE SCHOOLS AND THE PUBLIC AT LARGE.

C. THE TOWN OF LA PLATA HAS NO ROLE IN THE PLANNING, APPROVAL OR FUNDING OF NEW PUBLIC SCHOOLS. THE CONSTRUCTION OF NEW PUBLIC ELEMENTARY SCHOOLS, MIDDLE SCHOOLS AND HIGH SCHOOLS IN CHARLES COUNTY IS THE RESPONSIBILITY OF THE CHARLES COUNTY BOARD OF EDUCATION WITH FUNDING PROVIDED PRIMARILY BY THE CHARLES COUNTY COMMISSIONERS AND THE STATE OF MARYLAND. THE CHARLES COUNTY COMMISSIONERS IMPOSE AN EXCISE TAX TO GENERATE REVENUES FOR NEW SCHOOL CONSTRUCTION. THIS EXCISE TAX IS IMPOSED AND COLLECTED BY THE COUNTY COMMISSIONERS ON NEW DEVELOPMENT THAT TAKES PLACE WITHIN THE TOWN OF LA PLATA AND IN THE REMAINDER OF THE COUNTY.

D. SINCE THE TOWN OF LA PLATA CANNOT CONTROL THE SUPPLY OF SEATS OR SCHOOL CAPACITY AVAILABLE TO ACCOMMODATE THE GROWING STUDENT POPULATION, THE TOWN COUNCIL HAS DETERMINED THAT IT IS IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY AND WELFARE, AND A PROPER EXERCISE OF THE TOWN'S POLICE POWERS, TO RESPONSIBLY REGULATE THE RATE OF DEVELOPMENT IN THE TOWN SO AS TO:

   (1) NOT EXACERBATE SCHOOL OVERCROWDING;

   (2) PROVIDE THE CHARLES COUNTY BOARD OF EDUCATION AND THE CHARLES COUNTY COMMISSIONERS WITH A REASONABLE TIME TO MAKE ADEQUATE SCHOOL CAPACITY AVAILABLE TO MEET THE DEMANDS CREATED BY NEW GROWTH IN THE TOWN OF LA PLATA; AND

   (3) PROVIDE FOR A REASONABLE RATE OF GROWTH WITHIN THE TOWN TO MEET THE TOWN'S FISCAL AND ECONOMIC NEEDS.

E. IT IS THE INTENT OF THIS ARTICLE TO ESTABLISH A METHODOLOGY AND A PROCESS FOR DETERMINING AND ALLOCATING AVAILABLE SCHOOL SEATS IN THE CHARLES COUNTY PUBLIC SCHOOLS AND TO ACCOMPLISH THIS OBJECTIVE BASED UPON HISTORICAL STUDENT GENERATION FROM RESIDENTIAL DEVELOPMENT EXCLUSIVELY WITHIN THE TOWN OF LA PLATA.

§ 173-93 DEFINITIONS.

FOR PURPOSES OF THIS ARTICLE, THE FOLLOWING TERMS SHALL HAVE THE MEANINGS SET FORTH IN THIS SECTION:

ALLOCATABLE SCHOOL CAPACITY – THE DISCRETE AMOUNT OF PUBLIC-SCHOOL CAPACITY AVAILABLE FOR ALLOCATION TO NEW RESIDENTIAL DEVELOPMENT, RESTRICTED TO THE LOWEST POSITIVE NUMBER DERIVED FROM THE AGGREGATE CAPACITY CALCULATION ACROSS THE THREE SPECIFIED SCHOOL LEVELS (ELEMENTARY, MIDDLE, AND HIGH SCHOOL) SERVING THE TOWN OF LA PLATA. IN THE EVENT THAT THE AGGREGATE CAPACITY CALCULATION FOR ANY OF THE THREE SCHOOL LEVELS RESULTS IN ZERO OR A NEGATIVE NUMBER (SHORTAGE), THE ALLOCATABLE SCHOOL CAPACITY FOR THAT SCHOOL ATTENDANCE ZONE SHALL BE DEEMED ZERO.

ALLOCATION POOL OR SUB-POOL—A POOL OR SUB-POOL ESTABLISHED BY THE TOWN COUNCIL PURSUANT TO § 173-95B FOR THE ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY.

AVAILABLE SCHOOL SEAT CAPACITY—THE AMOUNT OF SCHOOL SEAT CAPACITY THAT THE TOWN COUNCIL DETERMINES IS AVAILABLE FOR NEW DEVELOPMENT PURSUANT TO § 173-95.

DWELLING—A STRUCTURE THAT CONTAINS ONE (1) OR MORE DWELLING UNITS.

PRIORITY LIST—A LIST OF PERSONS AWAITING A SCHOOL SEAT ALLOCATION RANKED CHRONOLOGICALLY IN THE ORDER THAT EACH PERSON BECAME ELIGIBLE FOR THE LIST.

SCHOOL SEAT ALLOCATION—AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY FROM AN ALLOCATION POOL OR SUB-POOL PURSUANT TO § 173-98.

STUDENT GENERATION RATE—THE AVERAGE NUMBER OF PUBLIC ELEMENTARY SCHOOL, MIDDLE SCHOOL AND HIGH SCHOOL STUDENTS GENERATED BY A DWELLING UNIT IN EACH DEVELOPMENT AND NEIGHBORHOOD OF THE TOWN OF LA PLATA AS DETERMINED IN ACCORDANCE WITH § 173-94.

§ 173-94 ESTABLISHMENT OF STUDENT GENERATION RATES.

A. THE TOWN COUNCIL SHALL ANNUALLY ADOPT AND UTILIZE THE CURRENT STUDENT YIELD FACTORS ESTABLISHED AND PUBLISHED BY THE CHARLES COUNTY COMMISSIONERS AND THE CHARLES COUNTY BOARD OF EDUCATION. THE STUDENT YIELD FACTORS SHALL BE USED TO DETERMINE THE AVERAGE NUMBER OF PUBLIC ELEMENTARY SCHOOL, MIDDLE SCHOOL, AND HIGH SCHOOL STUDENTS GENERATED BY A DWELLING UNIT FOR EACH TYPE OF RESIDENTIAL DEVELOPMENT.

B. THE CHIEF EXECUTIVE OFFICER SHALL CEASE USING PARTICULARIZED STUDENT GENERATION RATES FOR LOTS IN PROPOSED SUBDIVISIONS OR EXISTING LOTS OF RECORD. THE DETERMINATION OF THE NUMBER OF REQUIRED DEVELOPMENT UNITS SHALL BE MADE BY APPLYING THE STUDENT YIELD FACTORS TO THE SPECIFIC DWELLING UNIT TYPE FOR THE CORRESPONDING SCHOOL LEVEL.

§ 173-95 ESTABLISHMENT OF SCHOOL SEAT ALLOCATION AND ALLOCATION POOLS.

A. THE TOWN COUNCIL ANNUALLY SHALL DETERMINE THE NUMBER OF SCHOOL SEATS THAT THE TOWN WILL MAKE AVAILABLE FOR ALLOCATION FOR NEW RESIDENTIAL DEVELOPMENT IN THE TOWN DURING THE TOWN'S ENSUING FISCAL YEAR. THIS DETERMINATION SHALL BE BASED ON THE ALLOCATABLE SCHOOL CAPACITY ESTABLISHED FOR THE SCHOOL ATTENDANCE ZONES ENCOMPASSING THE TOWN OF LA PLATA. THE TOWN COUNCIL, IN CONJUNCTION WITH CHARLES COUNTY PUBLIC SCHOOLS (CCPS), SHALL ANNUALLY IDENTIFY THE CURRENT PUBLIC ELEMENTARY, MIDDLE, AND HIGH SCHOOLS SERVING THE TOWN OF LA PLATA ATTENDANCE ZONES (THE CATCHMENT SCHOOLS). THE CALCULATIONS REQUIRED BY THIS SECTION SHALL RELY UPON THE ANNUAL CAPACITY DATA PROVIDED BY THE CHARLES COUNTY BOARD OF EDUCATION (BOE) FOR THESE ANNUALLY IDENTIFIED CATCHMENT SCHOOLS.

   THIS CAPACITY DATA SHALL INCLUDE ANY CAPACITY PROVIDED BY CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS THAT ARE SCHEDULED FOR COMPLETION PRIOR OR CONCURRENT TO THE UPCOMING ALLOCATION CYCLE. WHEN CAPACITY IS PROGRAMMED TO EXIST THROUGH AN APPROVED CIP PROJECT, ALLOCATIONS MAY BE GRANTED WITHIN THE EIGHTEEN (18) MONTH PERIOD PRIOR TO THE OPENING OF THE NEW SCHOOL FACILITY.
   CAPACITY OF INDIVIDUAL SCHOOLS SHALL BE DETERMINED BY SUBTRACTING THE ENROLLMENT FROM ONE HUNDRED TEN PERCENT (110%) OF THE STATE RATED CAPACITY. THE ALLOCATABLE SCHOOL CAPACITY FOR NEW RESIDENTIAL DEVELOPMENT SHALL BE RESTRICTED TO THE LOWEST AGGREGATE CAPACITY CALCULATED AMONG THE THREE (3) SCHOOL LEVELS (ELEMENTARY, MIDDLE, AND HIGH SCHOOL) WITHIN THE SPECIFIED SCHOOL ATTENDANCE ZONES. IF CAPACITY AT ANY REQUIRED SCHOOL LEVEL (ELEMENTARY, MIDDLE, OR HIGH) DOES NOT EXIST, ALLOCATIONS SHALL NOT BE GRANTED IN THAT SCHOOL ATTENDANCE ZONE. SCHOOL CAPACITY MUST EXIST AT ALL THREE SCHOOL LEVELS WITHIN THE CURRENT SCHOOL DISTRICT ATTENDANCE BOUNDARIES FOR WHICH THE BOARD OF EDUCATION HAS DETERMINED THE STUDENTS FROM THE PROJECT WILL ATTEND. IN MAKING THIS ANNUAL DETERMINATION, THE COUNCIL SHALL CONSIDER DATA AND RECOMMENDATIONS, IF ANY, FROM THE CHARLES COUNTY BOARD OF EDUCATION AS TO THE NUMBER OF AVAILABLE SCHOOL SEATS IN THE PUBLIC SCHOOL SYSTEM IN THESE SPECIFIC ATTENDANCE ZONES. ALLOCATIONS SHALL ONLY BE REDUCED TO ZERO FOR A SPECIFIC SCHOOL ATTENDANCE ZONE IF THE CHARLES COUNTY BOARD OF EDUCATION HAS OFFICIALLY TRIGGERED A MORATORIUM FOR THAT SPECIFIC ZONE OR SCHOOL DISTRICT DUE TO CAPACITY ISSUES.

B. AFTER THE TOWN COUNCIL HAS DETERMINED THE NUMBER OF SCHOOL SEATS AVAILABLE FOR ALLOCATION IN THE ENSUING FISCAL YEAR, THE COUNCIL, BY RESOLUTION, SHALL DIVIDE THE TOTAL NUMBER OF SEATS AVAILABLE FOR ALLOCATION INTO SUCH REASONABLE POOLS AND SUB-POOLS AS THE COUNCIL

MAY CREATE. THESE POOLS SHALL ATTEMPT TO PROVIDE A REASONABLE APPORTIONMENT OF AVAILABLE SCHOOL SEATS AMONG COMPETING DEVELOPMENT INTERESTS. SUB-POOLS MAY CONSIST OF SPECIFIC SUBDIVISIONS OR PROPOSED SUBDIVISIONS. THE POOLS SHALL INCLUDE, BUT NECESSARILY BE LIMITED TO, THE FOLLOWING:

(1) PROPOSED SUBDIVISIONS CONSISTING OF AT LEAST FIFTY (50) LOTS THAT HAVE RECEIVED PRELIMINARY PLAT APPROVAL AND FOR WHICH APPLICATION HAS BEEN MADE FOR FINAL PLAT APPROVAL;

(2) PROPOSED SUBDIVISIONS CONSISTING OF LESS THAN FIFTY (50) LOTS THAT HAVE RECEIVED PRELIMINARY PLAT APPROVAL AND FOR WHICH APPLICATION HAS BEEN MADE FOR FINAL PLAT APPROVAL;

(3) LOTS IN RECORDED SUBDIVISIONS THAT HAVE FIFTY (50) OR MORE REMAINING VACANT LOTS FOR RESIDENTIAL DEVELOPMENT. THIS POOL SHALL CONTAIN NOT LESS THAN TWENTY PERCENT (20%) OF THE SCHOOL SEAT CAPACITY AVAILABLE FOR ALLOCATION;

(4) OTHER EXISTING RECORDED LOTS AND PARCELS OF LAND THAT COULD BE DEVELOPED FOR RESIDENTIAL USES. THIS POOL SHALL CONTAIN NOT LESS THAN TWENTY PERCENT (20%) OF THE SCHOOL SEAT CAPACITY AVAILABLE FOR ALLOCATION.

C. IN THE FOURTH QUARTER OF EACH FISCAL YEAR, THE TOWN COUNCIL MAY REEVALUATE THE NUMBER OF SCHOOL SEATS REMAINING UNALLOCATED IN EACH POOL AND SUB-POOL. IF THE COUNCIL DETERMINES THAT ALL OF THE SCHOOL SEATS IN ANY POOL OR SUB-POOL ARE NOT LIKELY TO BE ALLOCATED BEFORE JUNE 30 OF THAT YEAR, THE COUNCIL, BY RESOLUTION, MAY REALLOCATE SUCH SCHOOL SEATS INTO ONE (1) OR MORE OTHER POOLS OR SUB-POOLS WHERE A DEMAND FOR SCHOOL SEAT ALLOCATION EXISTS.

D. IF ANY SCHOOL SEATS IN ANY POOL OR SUB-POOL REMAIN UNALLOCATED ON JUNE 30 OF ANY YEAR, THE TOWN COUNCIL, BY RESOLUTION, MAY DIVIDE THE UNALLOCATED SEATS INTO THE POOLS AND SUB-POOLS FOR THE ENSUING FISCAL YEAR IN SUCH MANNER AS THE COUNCIL REASONABLY SHALL DETERMINE.

E. NOT LATER THAN JANUARY OF EACH YEAR, THE CHIEF EXECUTIVE OFFICER SHALL CONSULT WITH THE BOARD OF EDUCATION TO DETERMINE WHETHER ANY CHANGES IN SCHOOL ENROLLMENT DURING THE SCHOOL YEAR HAVE RESULTED IN ADDITIONAL AVAILABLE SCHOOL CAPACITY FOR THAT YEAR. IF THE CHIEF EXECUTIVE OFFICER DETERMINES THAT ADDITIONAL CAPACITY DOES EXIST, THE CHIEF EXECUTIVE OFFICER SHALL SO ADVISE THE TOWN COUNCIL. THE TOWN COUNCIL, BY RESOLUTION, MAY MAKE SUCH ADDITIONS OF SCHOOL SEAT CAPACITY TO THE RESPECTIVE ALLOCATION POOLS OR SUB-POOLS FOR THAT FISCAL YEAR AS THE COUNCIL DETERMINES APPROPRIATE.

§ 173-96 ALLOCATION REQUIRED.

EXCEPT AS PROVIDED IN §§ 173-97 AND 173-98, UNTIL THE TOWN HAS MADE AN ALLOCATION OF SCHOOL SEAT CAPACITY TO A PROPOSED SUBDIVISION, LOT OR PARCEL OF LAND:

A. THE PLANNING COMMISSION MAY NOT APPROVE A FINAL PLAT OF SUBDIVISION FOR A SUBDIVISION OF LAND FOR THE PURPOSE OF RESIDENTIAL DEVELOPMENT; AND

B. THE TOWN MAY NOT APPROVE OR ISSUE A BUILDING PERMIT FOR THE DEVELOPMENT AND CONSTRUCTION OF ANY RESIDENTIAL DWELLING OR DWELLING UNIT ON AN EXISTING LOT OR PARCEL.

§ 173-97 EXEMPTIONS.

THE REQUIREMENTS OF § 173-96 DO NOT APPLY TO:

A. THE APPROVAL OF A FINAL PLAT FOR THE SUBDIVISION OF LAND FOR A DEVELOPMENT IN WHICH DWELLING UNITS WILL BE RESTRICTED TO OCCUPANCY BY PERSONS FIFTY-FIVE (55) YEARS OF AGE AND OLDER;

B. THE DEVELOPMENT AND CONSTRUCTION OF DWELLING UNITS IN A SUBDIVISION WHERE OCCUPANCY OF DWELLING UNITS IS RESTRICTED TO PERSONS FIFTY-FIVE (55) YEARS OF AGE OR OLDER;

C. NURSING HOMES;

D. ASSISTED LIVING FACILITIES;

E. ANY OTHER TYPE OF RESIDENTIAL CONSTRUCTION THAT WILL NOT GENERATE ADDITIONAL SCHOOL AGE POPULATION;

F. THE APPROVAL OF A FINAL PLAT OF SUBDIVISION OF LAND, OR PORTION OF A FINAL PLAT OF SUBDIVISION, FOR A DEVELOPMENT TO THE EXTENT THAT THE DEVELOPER HAS ENTERED INTO AN AGREEMENT WITH THE TOWN AND THE COUNTY COMMISSIONERS OF CHARLES COUNTY BY WHICH:

(1) THE DEVELOPER AGREES, IN ADDITION TO THE PAYMENT OF ANY APPLICABLE SCHOOL EXCISE TAXES AND SCHOOL IMPACT FEES, TO MAKE ONE (1) OR MORE FINANCIAL PAYMENTS TO THE COUNTY COMMISSIONERS IN AN AMOUNT OR AMOUNTS DETERMINED BY THE COUNTY COMMISSIONERS TO BE SUFFICIENT TO ENABLE THE COUNTY COMMISSIONERS TO PROVIDE TO THE TOWN FOR THE EXCLUSIVE BENEFIT OF THE DEVELOPER'S DEVELOPMENT A SUFFICIENT NUMBER OF SPECIAL SCHOOL SEAT ALLOCATIONS FROM THE COUNTY'S ALLOTMENT OF SCHOOL SEAT ALLOCATIONS WHICH, COMBINED WITH SUCH SCHOOL SEAT ALLOCATIONS AS THE DEVELOPER MAY OBTAIN FROM THE TOWN PURSUANT TO THIS ARTICLE IX, WILL BE SUFFICIENT TO ACCOMMODATE THE PROJECTED STUDENT POPULATION FROM THE

SUBDIVISION, OR PORTION OF THE SUBDIVISION, SHOWN ON THE FINAL PLAT, AND

(2) IN EXCHANGE FOR SUCH FINANCIAL PAYMENT FROM THE DEVELOPER, THE COUNTY COMMISSIONERS AGREE TO PROVIDE TO THE TOWN, FOR THE EXCLUSIVE BENEFIT OF THE DEVELOPER'S DEVELOPMENT, AN AGREED NUMBER OF SPECIAL SCHOOL SEAT ALLOCATIONS FROM THE COUNTY'S ALLOTMENT OF SCHOOL SEAT ALLOCATIONS.

WHERE THE DEVELOPER HAS ENTERED INTO SUCH AN AGREEMENT WITH THE TOWN AND THE CHARLES COUNTY COMMISSIONERS, THE TOWN SHALL NOT ISSUE A BUILDING PERMIT FOR ANY LOT SHOWN ON THE APPROVED FINAL PLAT FOR WHICH A SPECIAL SCHOOL SEAT ALLOCATION IS REQUIRED UNTIL THE COUNTY COMMISSIONERS HAVE PROVIDED SUCH SPECIAL SCHOOL SEAT ALLOCATION TO THE TOWN.

§ 173-98 PROCESS FOR ALLOCATION.

A. THIS SECTION REGULATES THE ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY TO PROPOSED LOTS IN SUBDIVISIONS THAT ARE SEEKING FINAL PLAT APPROVAL AND TO EXISTING INDIVIDUAL LOTS OR PARCELS OF LAND.

B. (1) WHEN A REQUEST IS MADE FOR FINAL SUBDIVISION PLAT APPROVAL, THE CHIEF EXECUTIVE OFFICER SHALL DETERMINE THE STUDENT GENERATION RATE BY APPLYING THE STUDENT YIELD FACTORS ADOPTED PURSUANT TO § 173-94A FOR EACH LOT SHOWN ON THE PROPOSED FINAL PLAT AND THEN SHALL MULTIPLY THAT RATE BY THE TOTAL NUMBER OF LOTS ON THE FINAL PLAT TO DETERMINE THE TOTAL NUMBER OF SCHOOL SEATS REQUIRED FOR ALL LOTS SHOWN ON THE PLAT.

(2) IF SUFFICIENT UNALLOCATED SCHOOL SEATS IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL ARE AVAILABLE TO PROVIDE A SCHOOL SEAT ALLOCATION FOR ALL OF THE LOTS DEPICTED ON THE FINAL PLAT, SUBJECT TO THE LIMITATION IN § 173-98F, A SCHOOL SEAT ALLOCATION SHALL BE MADE FOR ALL LOTS AND, PROVIDED THAT THE FINAL PLAT SATISFIES ALL OTHER APPLICABLE REQUIREMENTS, THE PLANNING COMMISSION SHALL APPROVE THE FINAL SUBDIVISION PLAT.

(3) IF SUFFICIENT UNALLOCATED SCHOOL SEATS IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL ARE NOT AVAILABLE TO PROVIDE A SCHOOL SEAT ALLOCATION FOR ANY OF THE LOTS DEPICTED ON THE FINAL PLAT, THE APPLICANT MAY ELECT TO DO ONE (1) OF THE FOLLOWING:

(a) REQUEST THAT APPROVAL OF THE FINAL PLAT BE DEFERRED AND THAT THE ENTIRE FINAL PLAT BE PLACED ON THE APPLICABLE SUBDIVISION PRIORITY LIST FOR ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY AS SUCH CAPACITY BECOMES AVAILABLE;

(b) WITHDRAW THE REQUEST FOR FINAL PLAT APPROVAL.

(4) IF SUFFICIENT UNALLOCATED SCHOOL SEATS IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL ARE AVAILABLE TO PROVIDE A SCHOOL SEAT ALLOCATION FOR SOME, BUT NOT ALL, OF THE LOTS DEPICTED ON THE FINAL PLAT, THE APPLICANT MAY ELECT TO DO ONE (1) OF THE FOLLOWING:

A. [1] ACCEPT A SCHOOL SEAT ALLOCATION FOR AS MANY LOTS AS ALLOCATIONS ARE AVAILABLE FOR THAT PROPOSED SUBDIVISION AND DESIGNATE EACH REMAINING LOT AS NOT BUILDABLE UNTIL A FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY IS MADE FOR THAT LOT. A SCHOOL SEAT ALLOCATION SHALL BE ACCEPTED BY PAYING A SCHOOL SEAT ALLOCATION RESERVATION FEE FOR EACH LOT FOR WHICH AN ALLOCATION IS TO BE MADE. THE AMOUNT OF THE ALLOCATION RESERVATION FEE IS TWENTY PERCENT (20%) OF THE THEN APPLICABLE SCHOOL EXCISE TAX FOR EACH LOT. THE ALLOCATION RESERVATION FEE SHALL BE PAID TO THE TOWN PRIOR TO APPROVAL OF THE FINAL SUBDIVISION PLAT. THE ALLOCATION RESERVATION FEE FOR EACH LOT SHALL BE APPLIED AGAINST THE SCHOOL EXCISE TAX PAYABLE FOR THAT LOT IF A BUILDING PERMIT FOR THAT LOT IS APPLIED FOR AND ISSUED BY THE TOWN WITHIN ONE (1) YEAR AFTER FINAL PLAT APPROVAL. HOWEVER, IF A BUILDING PERMIT IS NOT APPLIED FOR AND ISSUED BY THE TOWN WITHIN ONE (1) YEAR AFTER FINAL PLAT APPROVAL, THE SCHOOL SEAT ALLOCATION AND ALLOCATION RESERVATION FEE FOR THAT LOT ARE FORFEITED AND, FOR PURPOSES OF FUTURE SCHOOL SEAT ALLOCATION, THE LOT SHALL BE TREATED AS AN EXISTING LOT. UPON PAYMENT OF THE ALLOCATION RESERVATION FEE, THE PLANNING COMMISSION MAY APPROVE THE FINAL SUBDIVISION PLAT;

[2] ANY FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY FOR EACH LOT FOR WHICH A SCHOOL SEAT ALLOCATION WAS NOT MADE WHEN THE FINAL PLAT WAS APPROVED, OR FOR WHICH AN ALLOCATION WAS MADE BUT FORFEITED BECAUSE A BUILDING PERMIT WAS NOT APPLIED FOR WITHIN ONE (1) YEAR AND ISSUED WITHIN EIGHTEEN (18) MONTHS FROM THE DATE OF FINAL PLAT APPROVAL, SHALL BE MADE FROM THE POOL OF SCHOOL SEATS AVAILABLE FOR ALLOCATION TO EXISTING RECORDED LOTS AT THE TIME THAT A BUILDING PERMIT APPLICATION IS APPROVED FOR THAT LOT. THE FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY FOR A LOT SHALL BE BASED UPON THE STUDENT GENERATION RATE DERIVED FROM THE STUDENT YIELD FACTORS ADOPTED PURSUANT TO § 173-94A FOR THAT LOT DETERMINED BY THE CHIEF EXECUTIVE OFFICER PRIOR TO APPROVAL OF THE APPLICATION FOR A BUILDING PERMIT FOR THAT LOT;

(b) REQUEST THAT APPROVAL OF THE FINAL PLAT BE DEFERRED AND THAT THE ENTIRE FINAL PLAT BE PLACED ON THE APPLICABLE SUBDIVISION PRIORITY LIST FOR ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY AS SUCH CAPACITY BECOMES AVAILABLE. IF THE APPLICANT ELECTS TO HAVE THE FINAL PLAT PLACED ON THE PRIORITY LIST, ALL AVAILABLE SCHOOL SEAT CAPACITY ALLOCABLE TO THAT SUBDIVISION BE RESERVED FOR THAT PROPOSED SUBDIVISION, WITHOUT COST TO THE APPLICANT, UNTIL SCHOOL SEAT CAPACITY IS AVAILABLE IN THE POOL OR SUB-POOL FOR ALLOCATION TO ALL REMAINING LOTS DEPICTED ON THE FINAL PLAT;

(c) RECONFIGURE AND RESUBMIT THE FINAL PLAT TO DEPICT ONLY THOSE LOTS FOR WHICH AN ALLOCATION OF SCHOOL SEAT CAPACITY CAN THEN BE MADE;

(d) WITHDRAW THE REQUEST FOR FINAL PLAT APPROVAL.

(5) EACH APPROVED FINAL SUBDIVISION PLAT SHALL CONTAIN NOTES OR GRAPHIC REPRESENTATIONS THAT CLEARLY DELINEATE WHICH LOTS HAVE RECEIVED AN ALLOCATION OF SCHOOL SEAT CAPACITY AND THE TERMS AND CONDITIONS OF SUCH ALLOCATION, AND WHICH LOTS ARE NOT BUILDABLE UNTIL A FUTURE ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY IS MADE AT SUCH TIME AS AN APPLICATION FOR A BUILDING PERMIT IS APPROVED.

C. WHEN AN APPLICATION IS MADE FOR APPROVAL OF A BUILDING PERMIT FOR DEVELOPMENT AND CONSTRUCTION OF A DWELLING OR DWELLING UNIT ON AN EXISTING LOT OR PARCEL OF LAND, THE CHIEF EXECUTIVE OFFICER SHALL DETERMINE THE STUDENT GENERATION RATE BY APPLYING THE STUDENT YIELD FACTORS ADOPTED PURSUANT TO § 173-94A FOR THAT LOT OR PARCEL. FOR MULTIFAMILY RESIDENTIAL DEVELOPMENT, THE CHIEF EXECUTIVE OFFICER SHALL DETERMINE AND ASSIGN AVAILABLE SCHOOL SEAT CAPACITY AT THE SITE DEVELOPMENT PLAN STAGE. THE CHIEF EXECUTIVE OFFICER SHALL ALLOCATE AVAILABLE SCHOOL SEAT CAPACITY TO THAT LOT OR PARCEL BASED UPON THE STUDENT GENERATION RATE FOR THAT LOT OR PARCEL BASED UPON THE PARTICULARIZED STUDENT GENERATION RATE FOR THAT LOT OR PARCEL, IF SCHOOL SEAT CAPACITY IS AVAILABLE IN THE EXISTING LOT ALLOCATION POOL. IF AVAILABLE SCHOOL SEAT CAPACITY IS NOT THEN AVAILABLE, THE LOT OR MULTIFAMILY PROJECT WILL BE PLACED ON A PRIORITY LIST FOR FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY.

D. WHEN AN APPLICATION FOR FINAL SUBDIVISION PLAT APPROVAL OR FOR THE ISSUANCE OF A BUILDING PERMIT INVOLVES ONE (1) OR MORE DWELLINGS THAT CONTAIN MORE THAN ONE (1) DWELLING UNIT PER DWELLING, SUCH AS SINGLE-FAMILY ATTACHED DWELLINGS, TOWNHOUSES, MULTIPLE-FAMILY DWELLINGS, AND TWO-FAMILY DWELLINGS, A SCHOOL SEAT ALLOCATION MAY NOT BE MADE

FOR ANY DWELLING UNIT IN A DWELLING UNLESS SUFFICIENT SCHOOL SEAT CAPACITY IS AVAILABLE FOR ALLOCATION TO ALL DWELLING UNITS IN THAT DWELLING.

E. EACH ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY IS MADE TO A PARTICULAR LOT, PROPOSED LOT, OR PARCEL OF LAND. ONCE AN ALLOCATION OF SCHOOL SEAT CAPACITY HAS BEEN MADE TO A PARTICULAR LOT, PROPOSED LOT, OR PARCEL OF LAND, THE ALLOCATION IS NOT TRANSFERABLE OR ASSIGNABLE TO ANOTHER LOT, PROPOSED LOT OR PARCEL OF LAND.

F. UNLESS THERE ARE NO PROPOSED SUBDIVISIONS AWAITING FINAL PLAT APPROVAL OR EXISTING LOTS OR PARCELS OF LAND ON A PRIORITY LIST ESTABLISHED PURSUANT TO § 173-99, NOT MORE THAN TWENTY-FIVE (25) SEATS OF AVAILABLE SCHOOL CAPACITY MAY BE ALLOCATED IN ANY FISCAL YEAR TO ANY ONE (1) PROPOSED SUBDIVISION OR TO, OR FOR THE BENEFIT OF, ANY EXISTING LOTS OR PARCELS OF LAND THAT WERE HELD IN THE SAME OWNERSHIP ON THE FIRST DAY OF THE FISCAL YEAR.

§ 173-99 SCHOOL SEAT ALLOCATION PRIORITY LISTS.

A. THE TOWN'S CHIEF EXECUTIVE OFFICER SHALL ESTABLISH AND MAINTAIN PRIORITY LISTS OF APPLICATIONS FOR FINAL SUBDIVISION PLAT APPROVAL, AND FOR BUILDING PERMITS FOR THE DEVELOPMENT AND CONSTRUCTION OF DWELLING UNITS ON EXISTING LOTS OR PARCELS OF LAND, FOR WHICH SCHOOL SEAT CAPACITY IS NOT AVAILABLE.

B. A PROPOSED SUBDIVISION FOR WHICH AN APPLICANT HAS REQUESTED PLACEMENT ON A SUBDIVISION PRIORITY LIST PURSUANT TO § 191-98B AND AN EXISTING LOT OR PARCEL OF LAND FOR WHICH A BUILDING PERMIT APPLICATION HAS BEEN SUBMITTED TO THE TOWN SHALL BE PLACED ON THE APPLICABLE PRIORITY LIST AS OF SUCH DATE AND TIME WHEN ALL REQUIREMENTS FOR FINAL SUBDIVISION PLAT APPROVAL OR ISSUANCE OF A BUILDING PERMIT HAVE BEEN SATISFIED EXCEPT FOR THE AVAILABILITY OF SCHOOL SEAT CAPACITY.

C. WHEN SCHOOL SEAT CAPACITY BECOMES AVAILABLE IN THE APPLICABLE SUBDIVISION ALLOCATION POOL OR SUB-POOL, THE CHIEF EXECUTIVE OFFICER SHALL PROVIDE WRITTEN NOTICE TO THE NEXT APPLICANT ON THE PRIORITY LIST THAT SCHOOL SEAT CAPACITY IS AVAILABLE FOR ALLOCATION TO SOME OR ALL OF THE LOTS AS DEPICTED ON THE APPLICANT'S PROPOSED FINAL SUBDIVISION PLAT. THE NOTICE SHALL BE SENT TO THE ADDRESS OF THE APPLICANT AS SHOWN ON THE FINAL SUBDIVISION PLAT APPLICATION OR TO SUCH OTHER ADDRESS AS THE APPLICANT HAS DESIGNATED IN WRITING TO THE CHIEF EXECUTIVE OFFICER. THE NOTICE SHALL GIVE THE APPLICANT A PERIOD OF THIRTY (30) DAYS TO NOTIFY THE CHIEF EXECUTIVE OFFICER IN WRITING THAT THE APPLICANT ACCEPTS OR REJECTS THE ALLOCATION. AN ALLOCATION SHALL BE ACCEPTED IN THE MANNER SPECIFIED IN § 173-98B(4)(A)[1].

(1) IF THE APPLICANT ACCEPTS THE ALLOCATION IN WRITING WITHIN SUCH THIRTY-DAY PERIOD, AND IF SUCH ALLOCATION PROVIDES A SCHOOL SEAT ALLOCATION FOR ALL LOTS DEPICTED ON THE FINAL PLAT, THE FINAL PLAT SHALL BE APPROVED.

(2) IF THE APPLICANT ACCEPTS THE ALLOCATION IN WRITING WITHIN SUCH THIRTY-DAY PERIOD, AND IF SUCH ALLOCATION PROVIDES AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY FOR SOME, BUT NOT ALL OF THE LOTS DEPICTED ON THE FINAL PLAT, THE APPLICANT SHALL ELECT TO PROCEED IN ACCORDANCE WITH § 173-98B(4)(A) OR (B).

(3) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY, THE APPLICANT MAY REQUEST IN WRITING THAT THE APPLICATION FOR FINAL PLAT APPROVAL BE KEPT ACTIVE AND THAT THE LOTS DEPICTED ON THE FINAL PLAT BE MAINTAINED ON THE PRIORITY LIST. IF THE APPLICANT DOES MAKE SUCH A REQUEST, THE FINAL PLAT SHALL MAINTAIN ITS PLACE ON THE PRIORITY LIST AND SHALL BE OFFERED THE NEXT AVAILABLE SCHOOL SEAT ALLOCATION. IF THE APPLICANT DOES NOT AFFIRMATIVELY ACCEPT THE SCHOOL SEAT ALLOCATION THE NEXT TIME IT IS OFFERED, THE FINAL PLAT SHALL BE REMOVED FROM THE PRIORITY LIST, THE APPLICATION FOR FINAL PLAT APPROVAL SHALL BE DEEMED WITHDRAWN, AND ANY AVAILABLE SCHOOL SEAT CAPACITY PREVIOUSLY ALLOCATED TO LOTS ON THE FINAL PLAT SHALL BE RETURNED TO THE APPLICABLE ALLOCATION POOL OR SUB-POOL.

(4) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY AND DOES NOT REQUEST IN WRITING THAT THE APPLICATION FOR FINAL PLAT APPROVAL BE KEPT ACTIVE AND THAT THE FINAL PLAT BE MAINTAINED ON THE PRIORITY LIST, THE FINAL PLAT SHALL BE REMOVED FROM THE PRIORITY LIST, THE APPLICATION FOR FINAL PLAT APPROVAL SHALL BE DEEMED WITHDRAWN, AND ANY AVAILABLE SCHOOL SEAT CAPACITY PREVIOUSLY ALLOCATED TO LOTS ON THE FINAL PLAT SHALL BE RETURNED TO THE APPLICABLE ALLOCATION POOL OR SUB-POOL.

(5) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT NEITHER REJECTS NOR AFFIRMATIVELY ACCEPTS THE ALLOCATION IN WRITING, THE LOTS ON THE PROPOSED FINAL SUBDIVISION PLAT SHALL BE REMOVED FROM THE PRIORITY LIST, THE APPLICATION FOR FINAL PLAT APPROVAL SHALL BE DEEMED TO HAVE BEEN WITHDRAWN BY THE APPLICANT, AND ANY PREVIOUS ALLOCATION OF SCHOOL SEAT CAPACITY FOR LOTS ON THE FINAL

PLAT SHALL BE RETURNED TO THE APPLICABLE ALLOCATION POOL OR SUB-POOL.

D. WHEN SCHOOL SEAT CAPACITY BECOMES AVAILABLE IN THE EXISTING LOT ALLOCATION POOL OR SUB-POOL, THE CHIEF EXECUTIVE OFFICER SHALL PROVIDE WRITTEN NOTICE TO THE NEXT APPLICANT ON THE EXISTING LOT PRIORITY LIST THAT SCHOOL SEAT CAPACITY IS AVAILABLE FOR ALLOCATION TO THE APPLICANT'S LOT OR PARCEL OF LAND. THE NOTICE SHALL BE SENT TO THE ADDRESS OF THE APPLICANT AS SHOWN ON THE BUILDING PERMIT APPLICATION OR TO SUCH OTHER ADDRESS AS THE APPLICANT HAS DESIGNATED IN WRITING TO THE CHIEF EXECUTIVE OFFICER. THE NOTICE SHALL GIVE THE APPLICANT A PERIOD OF THIRTY (30) DAYS TO NOTIFY THE CHIEF EXECUTIVE OFFICER IN WRITING THAT THE APPLICANT ACCEPTS OR REJECTS THE ALLOCATION.

(1) IF THE APPLICANT ACCEPTS THE ALLOCATION WITHIN SUCH THIRTY-DAY PERIOD, THE BUILDING PERMIT SHALL BE ISSUED AS LONG THE APPLICATION CONTINUES TO COMPLY WITH ALL APPLICABLE LAWS. IF THE BUILDING PERMIT APPLICATION NO LONGER COMPLIES WITH ALL APPLICABLE LAWS, THE APPLICATION SHALL BE DEEMED REJECTED, BUT THE SCHOOL SEAT ALLOCATION SHALL BE RESERVED FOR THE LOT OR PARCEL OF LAND FOR A PERIOD OF NINETY (90) DAYS, WITHIN WHICH THE APPLICANT MUST SUBMIT FOR APPROVAL BY THE TOWN A REVISED PERMIT APPLICATION THAT COMPLIES WITH ALL APPLICABLE LAWS. IF A CONFORMING BUILDING PERMIT APPLICATION IS SUBMITTED WITHIN NINETY (90) DAYS AND APPROVED BY THE TOWN, THE SCHOOL SEAT ALLOCATION FOR THE LOT OR PARCEL OF LAND SHALL BE MADE AND THE PERMIT ISSUED. IF A CONFORMING BUILDING PERMIT APPLICATION IS NOT SUBMITTED WITHIN NINETY (90) DAYS OR IS NOT APPROVED BY THE TOWN, THE SCHOOL SEAT CAPACITY SHALL BE PLACED BACK IN THE POOL AND THE LOT OR PARCEL OF LAND REMOVED FROM THE PRIORITY LIST.

(2) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT NEITHER REJECTS NOR AFFIRMATIVELY ACCEPTS THE ALLOCATION IN WRITING, THE LOT OR PARCEL OF LAND SHALL BE REMOVED FROM THE PRIORITY LIST AND THE BUILDING PERMIT APPLICATION FOR THAT LOT OR PARCEL OF LAND SHALL BE DEEMED TO HAVE BEEN WITHDRAWN BY THE APPLICANT.

(3) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY, THE APPLICANT MAY REQUEST IN WRITING THAT THE BUILDING PERMIT APPLICATION BE KEPT ACTIVE AND THAT THE LOT OR PARCEL OF LAND BE MAINTAINED ON THE PRIORITY LIST. IF THE APPLICANT MAKES SUCH A REQUEST, THE LOT OR PARCEL SHALL MAINTAIN ITS PLACE ON THE PRIORITY LIST AND SHALL BE

OFFERED THE NEXT AVAILABLE SCHOOL SEAT ALLOCATION. IF THE APPLICANT DOES NOT AFFIRMATIVELY ACCEPT THE SCHOOL SEAT ALLOCATION THE NEXT TIME IT IS OFFERED, THE SCHOOL SEAT CAPACITY SHALL BE PLACED BACK IN THE ALLOCATION POOL OR SUB-POOL, AND THE LOT OR PARCEL OF LAND SHALL BE REMOVED FROM THE PRIORITY LIST.

(4) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY AND DOES NOT REQUEST IN WRITING THAT THE BUILDING PERMIT APPLICATION BE KEPT ACTIVE AND THAT THE LOT OR PARCEL OF LAND BE MAINTAINED ON THE PRIORITY LIST, THE SCHOOL SEAT CAPACITY SHALL BE PLACED BACK IN THE ALLOCATION POOL OR SUB-POOL AND THE LOT OR PARCEL OF LAND SHALL BE REMOVED FROM THE PRIORITY LIST.

E. NOTWITHSTANDING ANY OTHER PROVISION OF THIS ARTICLE, ANY LOT OR PARCEL OF LAND OR SUBDIVISION ON THE EXISTING LOT PRIORITY LIST THAT HAS NOT RECEIVED AN ALLOCATION OF SCHOOL SEAT CAPACITY WITHIN SIX (6) YEARS FROM THE DATE THAT LOT OR PARCEL WAS PLACED ON THE PRIORITY LIST SHALL BE ISSUED A BUILDING PERMIT OR FINAL PLAT APPROVAL AS LONG AS THE APPLICATION CONTINUES TO COMPLY WITH ALL APPLICABLE LAWS. IF THE APPLICATION NO LONGER COMPLIES WITH ALL APPLICABLE LAWS, THE APPLICANT MUST SUBMIT FOR APPROVAL BY THE TOWN A REVISED APPLICATION THAT COMPLIES WITH ALL APPLICABLE LAWS. IF A CONFORMING APPLICATION IS SUBMITTED WITHIN NINETY (90) DAYS AND APPROVED BY THE TOWN, THE BUILDING PERMIT OR FINAL PLAT APPROVAL MAY BE ISSUED EVEN THOUGH AVAILABLE SCHOOL SEAT CAPACITY MAY NOT EXIST IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL. IF A CONFORMING APPLICATION IS NOT SUBMITTED WITHIN NINETY (90) DAYS OR IS NOT APPROVED BY THE TOWN, A BUILDING PERMIT OR FINAL PLAT APPROVAL MAY NOT BE ISSUED FOR THE LOT OR PARCEL OF LAND UNTIL A NEW ALLOCATION OF SCHOOL SEAT CAPACITY IS MADE TO THE LOT OR PARCEL. ANY BUILDING PERMITS OR FINAL PLAT APPROVALS ISSUED PURSUANT TO THIS SECTION SHALL NOT COUNT AGAINST OR REDUCE THE AVAILABLE SCHOOL SEAT CAPACITY THAT OTHERWISE IS AVAILABLE FOR ALLOCATION IN THAT FISCAL YEAR.

§ 173-100 DURATION AND EFFECT OF EXPIRATION OF ALLOCATION.

A. THIS SECTION PROVIDES FOR THE EXPIRATION OF AN ALLOCATION OF SCHOOL SEAT CAPACITY AND THE EFFECT OF SUCH AN EXPIRATION.

B. (1) THIS SUBSECTION REGULATES THE EXPIRATION OF A SCHOOL SEAT ALLOCATION FOR A LOT THAT WAS MADE AS PART OF THE APPROVAL OF A FINAL SUBDIVISION PLAT.

(2) A SCHOOL SEAT ALLOCATION THAT HAS BEEN MADE AS PART OF THE APPROVAL OF A FINAL SUBDIVISION PLAT IS VALID FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF APPROVAL OF THE FINAL PLAT. THE ALLOCATION FOR A LOT IN THE SUBDIVISION EXPIRES IF A BUILDING PERMIT TO CONSTRUCT A DWELLING UNIT ON THAT LOT HAS NOT BEEN ISSUED WITHIN ONE (1) YEAR FROM THE DATE OF APPROVAL OF THE FINAL PLAT, OR IF THE BUILDING PERMIT TO CONSTRUCT A DWELLING UNIT ON THAT LOT EXPIRES OR IS REVOKED BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

(3) AS LONG AS A SCHOOL SEAT ALLOCATION HAS NOT EXPIRED, A BUILDING PERMIT MAY BE ISSUED FOR THE LOT FOR WHICH THE ALLOCATION HAS BEEN MADE. A BUILDING PERMIT MAY NOT BE ISSUED FOR ANY LOT FOR WHICH AN ALLOCATION HAS EXPIRED UNTIL THE LOT HAS RECEIVED A NEW SCHOOL SEAT ALLOCATION. AFTER EXPIRATION OF AN ALLOCATION, A LOT SHALL BE TREATED AS AN EXISTING RECORDED LOT AND PLACED AT THE END OF THE EXISTING LOT PRIORITY LIST.

C. (1) THIS SUBSECTION REGULATES THE EXPIRATION OF AN ALLOCATION OF SCHOOL SEAT CAPACITY FOR A LOT THAT WAS MADE AS PART OF THE ISSUANCE OF A BUILDING PERMIT.

(2) AN ALLOCATION OF SCHOOL SEAT CAPACITY FOR A LOT THAT HAS BEEN MADE AS PART OF THE ISSUANCE OF A BUILDING PERMIT IS VALID FOR THE DURATION OF THE BUILDING PERMIT. THE SCHOOL SEAT ALLOCATION EXPIRES IF THE BUILDING PERMIT TO CONSTRUCT A DWELLING UNIT ON THAT LOT EXPIRES OR IS REVOKED BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

(3) IF A SCHOOL SEAT ALLOCATION EXPIRES, THE EXISTING BUILDING PERMIT SHALL NOT BE REINSTATED OR RENEWED, OR A NEW BUILDING PERMIT ISSUED, FOR THAT LOT UNTIL THE LOT HAS RECEIVED A NEW SCHOOL SEAT ALLOCATION. AFTER A SCHOOL SEAT ALLOCATION EXPIRES, A LOT SHALL BE PLACED AT THE END OF AN EXISTING LOT PRIORITY LIST FOR A NEW SCHOOL SEAT ALLOCATION.

§ 173-101 APPEALS.

A. ANY PERSON AGGRIEVED BY A DECISION OF THE TOWN'S CHIEF EXECUTIVE OFFICER IN DETERMINING THE STUDENT GENERATION RATE FOR A SPECIFIC LOT OR PARCEL OR IN APPROVING OR REFUSING TO APPROVE AN ALLOCATION OF SCHOOL SEAT CAPACITY MAY APPEAL THE DECISION TO THE TOWN BOARD OF APPEALS CREATED UNDER § 191-53 OF THIS CODE. EXCEPT TO THE EXTENT INCONSISTENT WITH THIS SECTION, PROCEEDINGS OF THE BOARD SHALL BE GOVERNED BY §§ 191-53C AND D OF THIS CODE AND THE BOARD'S RULES OF PROCEDURE.

B. AN APPEAL PURSUANT TO SUBSECTION A OF THIS SECTION MAY BE BASED ONLY ON ONE (1) OR MORE OF THE FOLLOWING GROUNDS:

(1) THE DECISION IS CONTRARY TO LAW OR ILLEGAL.

(2) THE DECISION IS ARBITRARY OR CAPRICIOUS.

AN APPEAL MAY NOT CHALLENGE OR BE BASED UPON ERROR IN THE DETERMINATIONS OF THE CHIEF EXECUTIVE OFFICER IN DETERMINING GENERAL STUDENT GENERATION RATES OR OF TOWN COUNCIL REGARDING THE ESTABLISHMENT OF ALLOCATION POOLS PURSUANT TO § 173-95.

C. AN APPEAL SHALL BE INITIATED BY THE FILING OF A NOTICE OF APPEAL WITH THE TOWN BOARD OF APPEALS. THE NOTICE OF APPEAL SHALL BE FILED WITHIN TEN (10) DAYS FROM THE DATE OF THE DECISION BEING APPEALED FROM. THE APPEAL SHALL BE FILED ON FORMS PRESCRIBED BY THE CHIEF EXECUTIVE OFFICER CONSISTENT WITH THIS SECTION AND SHALL BE ACCOMPANIED BY SUCH APPEAL FEE AS MAY BE ESTABLISHED BY RESOLUTION OF THE TOWN COUNCIL FROM TIME TO TIME.

D. EACH NOTICE OF APPEAL MUST CONTAIN AT LEAST THE FOLLOWING:

(1) THE NAME AND ADDRESS OF THE APPELLANT;

(2) A STATEMENT IDENTIFYING THE DECISION THAT IS BEING APPEALED;

(3) A STATEMENT DESCRIBING HOW THE APPELLANT IS AGGRIEVED OR AFFECTED BY THE DECISION THAT IS BEING APPEALED;

(4) A DETAILED NARRATIVE EXPLANATION OF THE GROUNDS OF THE APPEAL;

(5) A STATEMENT DESCRIBING WITH SPECIFICITY THE MANNER IN WHICH THE DECISION FROM WHICH THE APPEAL IS TAKEN IS CONTRARY TO LAW, ILLEGAL, ARBITRARY, OR CAPRICIOUS. THE NOTICE OF APPEAL SHALL CONTAIN SPECIFIC REFERENCES TO ALL STATUTES, ORDINANCES, AND REGULATIONS ALLEGED TO BE VIOLATED BY THE DECISION; AND

(6) A STATEMENT OF THE RELIEF REQUESTED BY THE APPELLANT.

THE BOARD OF APPEALS SHALL DISMISS ANY NOTICE OF APPEAL THAT DOES NOT CONTAIN THE INFORMATION REQUIRED BY THIS SUBSECTION D.

E. HEARINGS AND PROCEEDINGS ON AN APPEAL TO THE BOARD OF APPEALS SHALL BE BASED EXCLUSIVELY ON THE GROUNDS OF APPEAL, ISSUES, AND MATTERS PRESENTED IN THE NOTICE OF APPEAL. THE BOARD MAY NOT CONSIDER ANY GROUND OF APPEAL, MATTER, OR ISSUE THAT HAS NOT BEEN PRESENTED WITH SPECIFICITY IN THE NOTICE OF APPEAL. THE BOARD OF APPEALS MAY TAKE SUCH TESTIMONY AND EVIDENCE AS THE BOARD DEEMS NECESSARY OR DESIRABLE TO ASSIST IT IN CONSIDERING AN APPEAL.

F. THE DECISION OF THE CHIEF EXECUTIVE OFFICER IS PRESUMED TO BE CORRECT, MADE IN ACCORDANCE WITH LAW AND LEGAL. THE BURDEN IS ON THE PERSON WHO APPEALS A DECISION TO DEMONSTRATE THAT:

(1) THE DECISION IS CONTRARY TO LAW OR ILLEGAL;

(2) THE DECISION IS ARBITRARY OR CAPRICIOUS.

G. THE BOARD SHALL AFFIRM THE DECISION APPEALED FROM UNLESS THE BOARD FINDS THAT:

(1) THE DECISION APPEALED FROM IS CONTRARY TO LAW OR ILLEGAL;

(2) THE DECISION APPEALED FROM IS ARBITRARY OR CAPRICIOUS.

IF THE BOARD MAKES ANY SUCH FINDING, THE BOARD MAY REVERSE THE DECISION OF THE CHIEF EXECUTIVE OFFICER IN WHOLE OR IN PART, OR MAY MODIFY THE DECISION, CONDITION OR REQUIREMENT APPEALED FROM AND MAKE SUCH DECISION, CONDITIONS, OR REQUIREMENTS AS COULD HAVE BEEN MADE BY THE CHIEF EXECUTIVE OFFICER. THE BOARD ALSO MAY REMAND THE MATTER TO THE CHIEF EXECUTIVE OFFICER FOR SUCH FURTHER PROCEEDINGS OR DETERMINATIONS AS THE BOARD OF APPEALS DETERMINES TO BE APPROPRIATE.

H. ANY PERSON OR PERSONS JOINTLY OR SEVERALLY AGGRIEVED BY A DECISION OF THE BOARD OF APPEALS UNDER THIS SECTION, OR ANY OFFICER, DEPARTMENT, BOARD OR BUREAU OF THE TOWN, MAY APPEAL THE DECISION OF THE BOARD OF APPEALS TO THE CIRCUIT COURT FOR CHARLES COUNTY. SUCH AN APPEAL TO THE CIRCUIT COURT SHALL BE FILED WITHIN THIRTY (30) DAYS FROM THE DECISION OF THE BOARD.

I. A SCHOOL SEAT ALLOCATION IS NOT EFFECTIVE UNTIL THE EARLIER TO OCCUR OF:

(1) TEN (10) DAYS FROM THE DATE OF THE ALLOCATION IF NO APPEAL IS FILED UNDER THIS SECTION; OR

(2) IF AN APPEAL IS FILED, UNTIL A FINAL DECISION HAS BEEN RENDERED AND THE TIME FOR ALL FURTHER APPEALS HAS EXPIRED.

§ 173-102 PROCESS FOR MAJOR DEVELOPMENT PROJECTS.

A. INTENT AND APPLICABILITY. THIS SECTION ESTABLISHES REGULATIONS FOR MAJOR DEVELOPMENT PROJECTS (MDP), DEFINED AS SUBDIVISIONS PROPOSING ONE HUNDRED (100) OR MORE LOTS OR DWELLING UNITS. THIS PROCESS IS INTENDED TO ADDRESS THE SIGNIFICANT AND LONG-TERM IMPACTS OF SUCH PROJECTS ON THE PUBLIC SCHOOL SYSTEM.

B. REQUIREMENTS. A MAJOR DEVELOPMENT PROJECT (MDP) SEEKING SCHOOL SEAT ALLOCATION SHALL BE REQUIRED TO ENTER INTO A DEVELOPMENT AGREEMENT WITH THE TOWN OF LA PLATA AND THE CHARLES COUNTY COMMISSIONERS. THIS AGREEMENT SHALL BE PREPARED IN CONSULTATION WITH CHARLES COUNTY

PUBLIC SCHOOLS (CCPS) TO ENSURE COORDINATION REGARDING LONG-TERM PLANNING, CAPACITY MANAGEMENT, AND BUILD-OUT SCHEDULING. THE EXECUTED AGREEMENT SHALL INCLUDE A BUILD-OUT SCHEDULE DETAILING THE UNIT TYPE AND UNIT COUNT FOR EACH PHASE OF DEVELOPMENT.

C. ALLOCATION OF SCHOOL SEATS. ALLOCATIONS GRANTED TO AN MDP SHALL BE CONTINGENT UPON ADHERENCE TO THE EXECUTED DEVELOPMENT AGREEMENT AND THE APPROVED BUILD-OUT SCHEDULE. THE ALLOCATION OF SCHOOL SEATS SHALL BE UTILIZED CONSISTENT WITH THE APPROVED BUILD-OUT SCHEDULE, AND THE GRANT OF ALLOCATION MAY BE CONDITIONED UPON THE COMMENCEMENT OF CONSTRUCTION MILESTONES WITHIN THE PROJECT.

D. EXEMPTION. DEVELOPMENT PROJECTS APPROVED UNDER THIS SECTION MAY BE EXEMPT FROM THE GENERAL PROVISIONS OF § 173-98 (PROCESS FOR ALLOCATION) AND § 173-99 (SCHOOL SEAT ALLOCATION PRIORITY LISTS), PROVIDED THEY REMAIN IN COMPLIANCE WITH THEIR APPROVED DEVELOPMENT AGREEMENT.

SECTION 2: BE IT FURTHER ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that this Ordinance shall become effective 15 days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date

EXPLANATION:

- CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
- ((Double Parentheses)) indicate matter deleted from existing law.
- * * indicates existing law not depicted in bill and not being altered by bill
- Underlining indicates amendments to bill.
- Strike-Out indicates matter stricken from bill by amendment or deleted from the law by amendment.

ADOPTED
TOWN OF LA PLATA, MARYLAND
PLANNING COMMISSION RESOLUTION NO. 2026-02

A RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF LA PLATA, MARYLAND, RECOMMENDING TOWN COUNCIL APPROVAL OF ZONING TEXT AMENDMENT (ZTA) 01-2026 TO: 1) ADD ARTICLE X (ADEQUATE PUBLIC FACILITIES REQUIREMENTS) TO CHAPTER 191 (ZONING) OF THE LA PLATA MUNICIPAL CODE FOR THE PURPOSE OF ESTABLISHING REGULATORY PROVISIONS REQUIREING ADEQUATE WATER, SEWAGE, AND SCHOOL SEATING CAPACITY FOR NEW DEVELOPMENT IN THE TOWN OF LA PLATA; 2) AMEND CHAPTER 191, SECTION 191-13 (EXPIRATION), UNDER ARTICLE II (PLAN REVIEW AND SUBMITTAL REQUIREMENTS) OF THE LA PLATA ZONING CODE TO MODIFY THE APPROVAL PERIOD FOR MAJOR AND MINOR SITE PLANS; 3) AMEND CHAPTER 173 (SUBDIVISION AND LAND DEVELOPMENT), ARTICLE IX (SCHOOL SEAT ALLOCATION POLICY) OF THE LA PLATA MUNICIPAL CODE TO UPDATE REGULATIONS GOVERNING ADEQUATE SCHOOL SEATING CAPACITY FOR NEW DEVELOPMENT; AND, 4) AMEND CHAPTER 173-23 (PRELIMINARY PLAT), ARTICLE IV (PLAN REQUIREMENTS AND PROCEDURES), TO REVISE THE APPROVAL PERIOD FOR PLAT MAPS.

WHEREAS, at the direction of the Town Council in 2025, an application for Zoning Text Amendment 01-2026 was initiated by the Town of La Plata, Maryland, for the purpose of creating Article X (Adequate Public Facilities Requirements) in Chapter 191 of the La Plata Zoning Code and amending Chapter 173 (Subdivision and Land Development), Article IX (School Seat Allocation Policy), of the La Plata Municipal Code to require adequate public facilities infrastructure for water, sewage, and school seating capacity to accommodate new development; and

WHEREAS, Zoning Text Amendment 01-2026 also proposes amendments to Chapter 191, Section 191-13 (Expiration), under Article II (Plan Review and Submittal Requirements) of the La Plata Zoning Code to modify the approval period for Major and Minor Site Plans, as well as amendments to Chapter 173-23 (Preliminary Plat) in Article IV (Plan Requirements and Procedures) to revise the approval period for Plat Maps in order to align with the new and proposed policies contained in the public facilities ordinances under Zoning Text Amendment 01-2026.

WHEREAS, the proposed text changes within the Zoning Text Amendment will apply Town-wide; and

WHEREAS, the Planning Commission held a duly noticed public hearing on Zoning Text Amendment 01-2026 on January 6, 2026, which was continued to the regularly scheduled Planning Commission meetings of February 3, 2026, and March 3, 2026, to receive all possible public input, and an additional public hearing was held on April 7, 2026, at which time the public hearings for Zoning Text Amendment 01-2026 were closed; and

WHEREAS, the Planning Commission considered the draft zoning text amendments, staff reports, all public comments, and all other information contained in the public record for its review and consideration of Zoning Text Amendment 01-2026, and the Commission makes the following Comprehensive Plan findings:

1) **GOAL 2: The new development will reflect the principles of walkability, sustainability, and environmental protection** in that Zoning Text Amendment 01-2026 supports sustainability and environmental protection by promoting smart-growth policies that allow development to proceed only when adequate public facilities and resources are available to support new development or growth.

2) **GOAL #5: Improve intergovernmental coordination with respect to annexation, development processes, and public facilities, in that** the text amendments within Article IX of Chapter 173 directly support the action items of the Town's Comprehensive Plan by reviewing and revising the Town's school capacity policies in coordination with Charles County and the Board of Education to better manage school capacity allocation and ensure adequate school seating capacity resulting from new development in the Town of La Plata.

3) **GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework,** in that proposed Article X (Adequate Public Facilities Requirements) supports Title 9 of the Annotated Code of Maryland by permitting new development only when adequate wastewater systems and supporting infrastructure are available, which is consistent with the Town's goals and objectives as codified in proposed Article X.

4) **GOAL #11: Ensure that the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources,** in that the new text within proposed Article X will help ensure that new development does not exceed the Town's water and sewage capacity limitations, based on the Maryland Department of the Environment's permit limitations for the Town of La Plata.

NOW, THEREFORE, BE IT RESOLVED, that the La Plata Planning Commission hereby recommends to the Town Council approval of the text changes within Zoning Text Amendment 01-2026, as incorporated herein by reference and attached to this Resolution.

PASSED AND ADOPTED BY THE LA PLATA PLANNING COMMISSION on April 7, 2026, by the following vote:

Yes: Ford, Miller, Whale, Guttenberg, and Chair Banks
No: None
Abstain: None
Absent: Vice-Chair Hudnell

_____
Dawn Banks, Planning Commission Chair

Attest:

_____
Don Dooley, Director of Planning

Attachments:

1) Draft (Clean) Text Revisions to Chapter 173 (Article IX - School Seat Allocation Policy)
2) Draft (Redline) Text Revisions to Chapter 173 (Article IX - School Seat Allocation Policy)
3) Draft (Clean) Text Amendments to Chapter 191 (New Article X - Adequate Public Facilities Requirements)
4) Draft (Redline) Text Amendments to Chapter 191 (New Article X - Adequate Public Facilities Requirements)
5) Draft (Clean) Text Revisions to Chapter 173-23 for Preliminary Plat Map Approval Period.
6) Draft (Redline) Text Revisions to Chapter 173-23 for Preliminary Plat Map Approval Period.
7) Draft (Clean) Text Revisions to Chapter 191-13 (Expiration) for the approval period for Minor and Major Site Plans.
8) Draft (Redline) Text Revisions to Chapter 191-13 (Expiration) for the approval period for Minor and Major Site Plans.

TOWN OF LA PLATA
305 Queen Anne Street
Post Office Box 2268
La Plata, Maryland 20646

PLANNING COMMISSION STAFF REPORT

DATE: April 7, 2026

TO: Honorable Chair and Members of the Planning Commission

FROM: Don Dooley, Planning Director

PREPARED BY: Don Dooley, Planning Director

APPLICATON NO.: Zoning Text Amendment (ZTA) 01-2026 – Adequate Public Facilities

APPLICANT: Town of La Plata, Maryland

OWNER: N/A

PROJECT LOCATION: Town-wide

REQUEST: To add Article X (Adequate Public Facilities Requirements) to Chapter 191 (Zoning) of the La Plata Municipal Code for the purpose of providing regulatory provisions to require adequate water, sewage, and school seating capacity for new development in the Town of La Plata. The Town will also consider amending Chapter 191, Section 191-13 (Expiration), under Article II (Plan Review and Submittal Requirements) of the La Plata Zoning Code to change the approval period for major and minor site plans. Zoning Text Amendment 01-2026 also proposes to amend Chapter 173 (Subdivision and Land Development), in Article IX (School Seat Allocation Policy) of the La Plata Municipal Code pertaining to regulations for adequate school seating capacity for new development and to amend Chapter 173-23 (Preliminary Plat) in Article IV (Plan Requirements and Procedures) to modify the approval period for plat maps.

BACKGROUND

The La Plata Town Council expressed interest in creating requirements for new development to ensure adequate public infrastructure and services are in place to support new construction in Town so as not to diminish the quality of life for residents, businesses and visitors to La Plata. The Council is particularly interested in developing and retaining minimum public infrastructure standards pertaining to roads, water, sewage and school seating capacity. This will ensure new development does not impact minimum

infrastructure thresholds set by the Town. These goals are not uncommon in other communities throughout Maryland which have adopted their own adequate public facilities ordinance ("APFO") under one, cohesive, code or as a series of separate codes. By doing so, communities are creating a regulatory tool that promotes smart growth management so new development does not outpace a community's ability to support it. While such ordinances may slow or defer some development, adequate public facility ordinances are not, inherently, designed to discourage new development, only manage it. This is critical for growing communities, like La Plata, that are experiencing a significant influx of new development.

Based on Council direction, staff is proposing, under Zoning Text Amendment (ZTA) 01-2026, the addition of Article X (Adequate Public Facilities Requirements) to Chapter 191 (Zoning) of the La Plata Municipal Code for the purpose of providing regulatory provisions to require adequate water, sewage, and school seating capacity for new development in La Plata. Zoning Text Amendment (ZTA) 01-2026 also proposes to amend Chapter 173 (Subdivision and Land Development) in Article IX (School Seat Allocation Policy) of the La Plata Municipal Code pertaining to regulations for adequate school seating capacity for new development. Lastly, staff is proposing to amend Section 191-13 (Expiration), under Article II (Plan Review and Submittal Requirements) of the La Plata Zoning Code to change the approval period for major and minor site plans as well as to amend Chapter 173-23 (Preliminary Plat) in Article IV (Plan Requirements and Procedures) to modify the approval period for plat maps so there is alignment between the approval periods for plat maps and site plans to align with school seating capacity allocation provisions.

As discussed above, Zoning Text Amendment (ZTA) 01-2026 does not propose to codify minimum infrastructure standards for water, sewage and school seating capacity under a single ordinance. This is because school seating capacity is already addressed in Chapter 173 (Subdivision and Land Development) of the La Plata Zoning Code. Therefore, Zoning Text Amendment (ZTA) 01-2026 would, in part, modify this ordinance in conjunction with the development of a separate (new) ordinance to combine the topics of water, and sewage capacity under a single ordinance through the proposed addition of Article X (Adequate Public Facilities Requirements) to Chapter 191 (Zoning) of the La Plata Municipal Code. Article X also proposes to cross-reference school seating capacity under Chapter 173.

For technical accuracy and clarity, it is worth noting that references to Zoning Text Amendment 01-2026 as the Town's "Adequate Public Facilities Ordinance (APFO)" is not accurate. It is really two separate ordinances (one existing and one proposed) as part of the administrative processing of Zoning Text Amendment (ZTA) 01-2026.

DISCUSSION

Planning Commission Meeting of January 6, 2026

At the Planning Commission Meeting of January 6, 2026, Zoning Text Amendment (ZTA) 01-2026 was introduced to the Planning Commission and the public hearing on the matter was opened for public comment.

During the meeting, the Commission asked several, clarifying, questions concerning the proposed text changes to Chapter 173 (Subdivision and Land Development) for school seating capacity in conjunction with the proposed additions to Chapter 191 (Zoning) of the La Plata Municipal Code concerning roads, water and sewage capacity under proposed Article X. Although no Commission changes to the draft language in ZTA 01-2026 were directed to be made during the meeting, the Commission did discuss potential, changes to ZTA 01-2026:

Public Comments

There were two speakers who addressed the Planning Commission during the public hearing on January 6, 2026, with the following comments on ZTA 01-2026:

- There should be provisions to "grandfather" in projects that have already been submitted to the Town for approval without being required to following the requirements within proposed ZTA 01-2026. [Staff response: This comment has already been incorporated within proposed Section 191.92 (Water, sewage and school capacity allocations)]
- There should be provisions to permit exceptions to the proposed Level of Service (LOS) "C" for street intersections when existing road capacity already exceeds LOS C and there are no feasible mitigation measures to improve road capacity to LOS C that can be accomplished by a single development [Staff response: This will be addressed in a separate, upcoming, Zoning Text Amendment for "Roads"].
- The Town should align with the County concerning school seating capacity provisions and regulations. [Staff response: This comment is consistent with the draft revisions for school seating capacity allocation within Chapter 173].
- The public should have additional opportunity to review and address the Commission on ZTA 01-2026. [Staff response: The public hearing for ZTA 01-2026 was continued to February 3, 2026, March 3, 2026, and April 7, 2026].

As both the Commission and the public wanted additional time to review the proposed text for ZTA 01-2026, the public hearing on this item was continued to the regularly scheduled Planning Commission Meeting of February 3, 2026, and March 3, 2026. A new (updated) public hearing was also noticed for April 7, 2026, to address the approval periods for preliminary plat maps and site plans to align with APFO revisions.

Town Council Meeting of January 13, 2026

During the Town Council Meeting of January 13, 2026, the Council wanted the opportunity to discuss the draft APFO with staff to better under the proposed ordinance modifications and provide its initial feedback prior to the Planning Commission making its recommendations to the Town Council. During the meeting, the Council expressed its general support for the general intent of the proposed text within ZTA 01-2026. The Council seemed particularly interested in having proposed Article X (in Chapter 191) require the Town to regularly report on existing water and sewage capacity allocations and the remaining allocations available for new development.

Although this was not a Town Council public hearing on ZTA 01-2026, the Council will conduct its own, de novo, public hearing on ZTA 01-2026 once the Planning Commission makes its formal recommendation(s) to the Town Council.

Planning Commission Meeting of February 3, 2026

During the Planning Commission Meeting of February 3, 2026, the representatives from the Charles County Public Schools attended the meeting to address Commission questions and comments concerning the proposed changes within Chapter 173 (Subdivision and Land Development) of the La Plata Zoning Code pertaining to school seating capacity allocation. The representatives expressed their support for the changes to Chapter 173 as it aligns with their protocols. As such, the Commission did not provide directions or request changes to the current draft revisions to Chapter 173. Similarly, the Commission did not request any changes to the current draft of Article X in Chapter 191 (Zoning) of the La Plata Municipal Code concerning roads, water and sewage capacity.

Planning Commission Meeting of March 3, 2026

At the Planning Commission meeting of March 3, 2026, no additional public comments were made concerning the APFO text proffered by staff within proposed Article X for adequate public facilitates pertaining to water, sewage, and roads. However, Chair Banks did offer additional comments and suggestions concerning proposed changes to Chapter 173 for school seating capacity allocation. Her comments are documented in Attachment No. 19 for the Commission's consideration.

During the meeting, staff advised the Commission that the proposed APFO language pertaining to "Roads" would be temporarily decoupled from the APFO language for water and sewage capacity provisions in proposed Article X. This would provide staff with additional time to engage with Brudis and Associations, Inc. (BAI) to help review and provide solutions to the public comments and technical issues pertaining to the development of standards and implementation language for roads in the AFPO. The APFO language for roads would then return to the Commission in May or June for consideration under a different Zoning Text Amendment. In the meantime, the Commission could complete their review of the APFO provisions for water, sewage and school seating capacity. If satisfied with the revised language, the Commission could recommend approval of Zoning Text Amendment 01-2026 to the Town Council for their consideration. Staff has provided a draft resolution for the Commission's consideration.

Staff also noted to the Commission that to align the approval periods for plat maps, site plans and school seating capacity allocation timelines to be same, revisions would need to be made to the approval periods for plat maps and site plans. In doing so, it would allow site plans and plat maps to be approved for up to six years to align with school seating capacity authorization provisions contained in Section 173-99(E). Therefore, Section 173-23(B)(3) (Preliminary Plat Maps) and Section 191-13(A and B) would be revised and become a part of the changes to the Zoning Ordinance under Zoning Text Amendment 01-2026.

APFO Comments

Noted below is the Commission's broad, general, feedback as well as other comments received between January 6, 2026, to date. Staff used this feedback as the basis for revisions to the APFO provisions in Article IX, Chapter 173 (School Seating Capacity Allocation and proposed Article X in Chapter 191 (Adequate Public Facilities Requirements). It was also used to help staff incorporate new/revised language to improve the implementation of the respective ordinances.

Chapter 191 (Zoning Code)

Planning Commission Comments

- Incorporate language requiring the Town to specify the formula to be used to identify how 80% water and sewage capacity for the Town is calculated to enable the development community to have awareness for planning future development in La Plata;
- The Town should incorporate reporting requirements in proposed Article X in which water and sewage capacity updates are provided to the community every six months. By doing so, it will provide an accurate and reliable number for developers to use when evaluating the impact of their development on the community under an Adequate Public Facilities Study (APFS).
- Align the expiration date for allocated water, sewage, and school seating capacity for internal consistency within the Town's Municipal Code for new development.
- Develop a single APFO fee to cover the evaluations for road, water, sewage and school seating capacity under an Adequate Public Facilities Study (APFS).
- Consider revising ZTA 01-2026 to encourage creative mitigation measures within the design of a new development to lessen potential impacts to water, sewage and roads.

Public Comments

- There should be provisions to "grandfather" in projects that have already been submitted to the Town for approval without being required to follow the requirements within proposed ZTA 01-2026.

Chapter 173 (School Seats)

Planning Commission Comments

- Clarify the method for calculating available school seat capacity. The Commission emphasized the need for a transparent, codified formula for determining school seating availability, consistent with similar requests for water and sewer capacity calculations.
- Align site plan and plat map expiration periods across all public facility allocations (water, sewer, and school). Members noted that inconsistent timelines across Chapters 173 and 191 create administrative conflicts for applicants.

- Encourage predictable school annual allocation cycles. This includes annual reallocations of unused seats, mid-year updates to capacity data, and processes that support long-range planning for future development.
- Ensure the draft ordinance supports phased development. The Commission stressed the need for predictability for multi-phase projects and adequate coordination with long-term build-out schedules.
- Remove the 6% cap on school seat allocations. Both the County and development community raised strong concerns that using 6% of *countywide* excess capacity (rather than feeder-specific capacity) is not appropriate for a State-designated Priority Funding Area.

Public Comments (including County Staff Input)

- Align Town policy with Charles County's school seat allocation practices. Public commenters and County staff encouraged synchronization to ensure consistent capacity assessments and avoid unintended conflicts between Town and County allocation processes.
- Shift multi-family school seat allocation to an earlier stage. County staff recommends determining allocations at the Site Development Plan stage rather than the building permit stage, consistent with County practice.
- Add a 6-year "fail-safe" sunset provision. Consistent with County rules, several commenters urged that projects on the priority list for six years should be allowed to proceed regardless of existing school seat capacity.
- Clarify the treatment of minor and small-lot subdivisions. County staff noted the absence of a streamlined bulk allocation process for smaller subdivisions, recommending that this be addressed to avoid administrative ambiguity.
- Support for Major Development Project (MDP) agreements. Stakeholders expressed support for the new §173-102 requirement for long-term school seat coordination agreements for projects exceeding 100 units.

New Revisions

Since the March 3, 2026, Planning Commission Meeting, staff made the following, proposed, revisions to the ordinances that are part of Zoning Text Amendment (ZTA) 01-2026 for the Commission's consideration.

Proposed Revisions to Chapter 173, Article IX (School Seat Allocation Policy)

There have been no additional changes or modifications to Article IX (School Seating Allocation Policy) since the February 3, 2026, Planning Commission Meeting. However, Chair Banks did proffer additional comments after the March 3, 2026, Planning Commission Meeting for the Commission's consideration. Her written comments are included in this staff report as Attachment No. 19.

Proposed Revisions to Chapter 191, Article X (Adequate Public Facilities Requirements)

Based on the review of the entirety of the Planning Commission's comments, along with feedback received from the public and other agencies, regarding Zoning Text Amendment 01-2026, staff has revised proposed Article X in Chapter 191. A summary of the updated draft changes are provided below for the Commission's review.

§ 191.87. Adequate public facilities required.

- Staff added clarifying language to support the intent of this Section of Article X.
- The reference to "roads" has been eliminated as staff will bring back to the Commission comprehensive revisions to the existing APFO language concerning roads. By doing so, the Commission can finalize the changes to the APFO language for water, sewage, and school seating capacity, if satisfied, to the Town Council.

§191.88 Roads

- The entire text for Section 191.88 (Roads) has been deleted at this time.
- Section 191.88 (Roads) is "Reserved" as the future placeholder for APFO language pertaining to roads (and traffic). Once staff and the Town's traffic consultant (Brudis and Associates, Inc.) develop the amended language for this APFO section, it will come back to the Planning Commission (in May or June) for review under a separate Zoning Text Amendment.

§191.89. Schools.

- No text changes

§191.90. Sewage system.

- Improved text clarity.
- Consolidated the intent statement so it clearly establishes that no site plan or subdivision plat may be approved unless adequate sewer capacity exists before development begins.
- Removed contradictory references to "new sewer system" and replaced with clear references to the wastewater treatment plant and sewer infrastructure.
- Combined multiple overlapping sentences to form one consistent rule: A development is considered to adversely impact the system if it causes plant capacity to reach or exceed 80% of its maximum capacity.
- Clarified how the 80% threshold is calculated and aligned the language with the State-permitted design flow measurement.
- Clarified that new development must not adversely affect sewer capacity available to existing residential and non-residential users.
- States that the Town must publish a sewage capacity report every six months and that this report is the authoritative source for determining project impacts from new development.

§191.91. Water supply system.

- Clearly states that no preliminary plat or site plan requiring water allocation may be approved unless sufficient water supply exists before development begins.
- Provides a more coherent description of the 80% of maximum permitted water appropriation standard.
- Clarified how the 80% threshold is calculated and why it exists (i.e., reserve capacity, system inefficiencies, short-term spikes).
- Clarified that water supplies serving existing residential and nonresidential users must not be adversely affected by new development.
- States that the Town must provide a semi-annual water capacity reporting requirement and clarified that the report is the authoritative reference for Adequate Public Facilities Studies (APFS).

§191.92. Water, sewage, and school capacity allocations

- This section changes the guaranteed water and sewage allocation period from three years to six years

§ 191.93. Adequate public facilities study.

- Requires using the "most current" conditions of all public facilities regulated in this ordinance as part of a Adequate Public Facilities Study (APFS).
- Eliminated the requirements for information to evaluate roads. This information will be provided under a separate Zoning Text Amendment for roads as additional work is needed to re-draft this technical section of the APFO, with the help of a traffic engineer.
- Provides the Planning Director with the ability to require additional information deemed necessary to evaluate potential project impacts associated with water, sewage and school seating capacity as part of the Adequate Public Facilities Study (APFS).
- Added language to state clearly that the applicant must pay all costs associated with the Town's review of the Adequate Public Facilities Study (APFS).

§ 191.94. Mitigation.

- Encourages creative development design measures, when possible, to reduce or eliminate impacts to the Town's water, sewage and school seating capacity limits.
- Provides that developers may rely on Town, County, or State capital improvement projects to mitigate their project impacts if the improvements are completed before the finalization of all Town permits for their project.
- The revisions to this ordinance section also allow for a developer to pay an in-lieu fee mitigation for their pro-rata share of their project's impact, as determined by the Chief Executive Officer of the Town, to create flexibility for mitigation measures that are not viable to construct/implement with a new development.

§ 191.95. Bonding or surety.

- No text changes

§ 191.96. Standards, criteria and procedures for adequate public facilities studies.

- Clarifies that the Charles County APFO Manual does not supersede any requirements within this ordinance.

§ 191.97 Exemptions to Adequate Public Facilities Requirements

This is a new section proposed in the draft ordinance that allows a project to be "grandfathered" from this draft ordinance under certain conditions:

- Clarifies that the APFO does not apply to developments that meet both of the following conditions:
    1. The property was subject to an Annexation Agreement executed on or before December 31, 1998, regardless of later amendments.
    2. The development has a valid, Town-approved, preliminary plat or site plan under the Municipal Code.

- Clarifies that the exemption remains valid only if the development proceeds consistent with its approved plans and any applicable vesting/expiration requirements.
- Adds a standard stating that any significant modification to an approved will result in the loss of the exemption, unless the modified project independently meets the APFO and school seat allocation requirements and the other APFO requirements in proposed Article X.
- Provides a clear limitation to prevent vested projects from using old approvals to bypass current adequacy standards when intensifying development.

§ 173-23 Preliminary Plat

- Section 173-23(B)(3) is proposed to make all preliminary plat map approvals valid for five (5) years, with the option for one additional one-year time extension, for a maximum validity duration of six years. This change aligns the approval period with the maximum wait time for obtaining a final plat map approval if school seating capacity allocation has not been provided within six years after a preliminary plat map approval.
- Clarifies that conditions of approval can be added or modified to a preliminary plat map time extension.

. **§ 191-13 Expiration**

- Sections 191-13(A) and (B) are proposed for revision to allow all minor and major site plan approvals to be valid for five years with the potential for a single, one (1) year, time extension for a total of six years. The change aligns the approval period with the maximum wait time for obtaining a building permit if school seating capacity allocation has not been provided within six years after a site plan approval.
- Clarifies that conditions of approval may be added or modified to a project with a time extension by the Planning Commission.

CONCLUSION

Staff believes it has satisfactorily addressed the broad comments made by the body of the Commission based on public feedback and commissioner input. Should the Commission desire additional changes and/or revisions, they could be verbally incorporated into the final Ordinance revisions for Commission adoption to recommend to the Town Council for approval.

RECOMMENDATION

Staff recommends the Planning Commission adopt the attached, draft, Planning Commission Resolution recommending Town Council approval of Zoning Text Amendment 01-2026, as drafted.

ATTACHMENTS

1) Draft Planning Commission Resolution for Zoning Text Amendment 01-2026
2) Draft (Clean) Text Revisions to Chapter 173 (Article IX. - School Seat Allocation Policy)
3) Draft (Redline) Text Revisions to Chapter 173 (Article IX. - School Seat Allocation Policy)
4) Draft (Clean) Text Amendments to Chapter 191 (New Article X. - Adequate Public Facilities Requirements)
5) Draft (Redline) Text Amendments to Chapter 191 (New Article X. - Adequate Public Facilities Requirements)
6) Draft (Clean) Text Revisions to Chapter 173-23 for Preliminary Plat Map Approval Period.
7) Draft (Redline) Text Revisions to Chapter 173-23 for Preliminary Plat Map Approval Period.
8) Draft (Redline) Text Revisions to Chapter 191-13 (Expiration) for the approval period for Minor and Major Site Plans.
9) Draft (Redline) Text Revisions to Chapter 191-13 (Expiration) for the approval period for Minor and Major Site Plans.
10) Agenda Item Summary Document
11) Planning Commission Comments from: 1) Chair Banks, 2) Commissioner Miller, 3) Council member Guttenberg, 4) Vice-Chair Hudnell
12) Written Public Comments on ZTA 01-2026 from Will Zeid, Kimley-Horn, dated January 28, 2026.

13) Written Public Comments on ZTA 01-2026 from Jason Groth, Planning Director, Charles County Government, dated February 1, 2026.
14) Written Public Comments from Steve Scott, Scott Law Group, dated February 6, 2026.
15) Power Point Presentation to Planning Commission on January 6, 2026.
16) Planning Commission Staff Report for January 6, 2026.
17) Planning Commission Staff Report for February 3, 2026
18) Planning Commission Staff Report for March 3, 2026
19) APFO Comments from Chair Banks (undated). Received by Staff on March 4, 2026.

-End of Report-

Article IX. School Seat Allocation Policy [Adopted 2-8-05 by Ord. No. 05-1]

173-92 Statement of policy and intent.

A. Residential growth rates in Southern Maryland, Charles County and the Town of La Plata are among the highest in Maryland. The Town is a designated growth area within the county and represents approximately six percent (6%) of the population in the growth area of Charles County.

B. The rate of growth in Charles County and the Town of La Plata is outpacing the ability of the Charles County Board of Education and the Charles County Commissioners to develop and fund the construction of new schools in Charles County to accommodate the growing student population in La Plata and the county at large. Unchecked growth has potential to result in school overcrowding that is contrary to the interests of students attending those schools and the public at large.

C. The Town of La Plata has no role in the planning, approval, or funding of new public schools. The construction of new public elementary schools, middle schools, and high schools in Charles County is the responsibility of the Charles County Board of Education, with funding provided primarily by the Charles County Commissioners and the State of Maryland. The Charles County Commissioners impose an excise tax to generate revenues for new school construction. This excise tax is imposed and collected by the County Commissioners on new development that takes place within the Town of La Plata and in the remainder of the county.

D. Since the Town of La Plata cannot control the supply of seats or school capacity available to accommodate the growing student population, the Town Council has determined that it is in the interest of the public health, safety and welfare, and a proper exercise of the Town's police powers, to responsibly regulate the rate of development in the Town so as to:

   (1) Not exacerbate school overcrowding;

   (2) Provide the Charles County Board of Education and the Charles County Commissioners with a reasonable time to make adequate school capacity available to meet the demands created by new growth in the Town of La Plata; and

   (3) Provide for a reasonable rate of growth within the Town to meet the Town's fiscal and economic needs.

E. It is the intent of this Article to establish a methodology and a process for determining and allocating available school seats in the Charles County public schools and to accomplish this objective based upon historical student generation from residential development exclusively within the Town of La Plata.

173-93 Definitions.

For purposes of this Article, the following terms shall have the meanings set forth in this section:

ALLOCATABLE SCHOOL CAPACITY – The discrete amount of public-school capacity available for allocation to new residential development, restricted to the lowest positive number derived from the aggregate capacity calculation across the three specified school levels (Elementary, Middle, and High School) serving the Town of La Plata. In the event that the aggregate capacity calculation for any of the three school levels results in zero or a

negative number (Shortage), the Allocatable School Capacity for that school attendance zone shall be deemed zero.

ALLOCATION POOL OR SUB-POOL—A pool or sub-pool established by the Town Council pursuant to § 173-95B for the allocation of available school seat capacity.

AVAILABLE SCHOOL SEAT CAPACITY—The amount of school seat capacity that the Town Council determines is available for new development pursuant to § 173-95.

DWELLING—A structure that contains one (1) or more dwelling units.

PRIORITY LIST—A list of persons awaiting a school seat allocation ranked chronologically in the order that each person became eligible for the list.

SCHOOL SEAT ALLOCATION—An allocation of available school seat capacity from an allocation pool or sub-pool pursuant to § 173-98.

STUDENT GENERATION RATE—The average number of public elementary school, middle school, and high school students generated by a dwelling unit in each development and neighborhood of the Town of La Plata, as determined in accordance with § 173-94.

173-94 Establishment of student generation rates.

A. The Town Council shall annually adopt and utilize the current Student Yield Factors established and published by the Charles County Commissioners and the Charles County Board of Education. The Student Yield Factors shall be used to determine the average number of public elementary school, middle school, and high school students generated by a dwelling unit for each type of residential development.

B. The Chief Executive Officer shall cease using particularized student generation rates for lots in proposed subdivisions or existing lots of record. The determination of the number of required development units shall be made by applying the Student Yield Factors to the specific dwelling unit type for the corresponding school level.

173-95 Establishment of school seat allocation and allocation pools.

A. The Town Council annually shall determine the number of school seats that the Town will make available for allocation for new residential development in the Town during the Town's ensuing fiscal year. This determination shall be based on the Allocatable School Capacity established for the school attendance zones encompassing the Town of La Plata. The Town Council, in conjunction with Charles County Public Schools (CCPS), shall annually identify the current public elementary, middle, and high schools serving the Town of La Plata attendance zones (the Catchment Schools). The calculations required by this section shall rely upon the annual capacity data provided by the Charles County Board of Education (BOE) for these annually identified Catchment Schools.

This capacity data shall include any capacity provided by Capital Improvement Program (CIP) projects that are scheduled for completion prior or concurrent to the upcoming allocation cycle. When capacity is programmed to exist through an approved CIP project, allocations may be granted within the eighteen (18) month period prior to the opening of the new school facility.

Capacity of individual schools shall be determined by subtracting the enrollment from one hundred ten percent (110%) of the state rated capacity. The Allocatable School Capacity for new residential development shall be restricted to the lowest aggregate capacity calculated among the three (3) school levels (Elementary, Middle, and High School) within the specified school attendance zones. If capacity at any required school level (Elementary, Middle, or High) does not exist, allocations shall not be granted in that school attendance zone. School capacity must exist at all three school levels within the current school district attendance boundaries for which the Board of

Education has determined the students from the project will attend. In making this annual determination, the Council shall consider data and recommendations, if any, from the Charles County Board of Education as to the number of available school seats in the public school system in these specific attendance zones. Allocations shall only be reduced to zero for a specific school attendance zone if the Charles County Board of Education has officially triggered a moratorium for that specific zone or school district due to capacity issues.

B. After the Town Council has determined the number of school seats available for allocation in the ensuing fiscal year, the Council, by resolution, shall divide the total number of seats available for allocation into such reasonable pools and sub-pools as the Council may create. These pools shall attempt to provide a reasonable apportionment of available school seats among competing development interests. Sub-pools may consist of specific subdivisions or proposed subdivisions. The pools shall include, but necessarily be limited to, the following:

   (1) Proposed subdivisions consisting of at least fifty (50) lots that have received preliminary plat approval and for which application has been made for final plat approval;

   (2) Proposed subdivisions consisting of less than fifty (50) lots that have received preliminary plat approval and for which application has been made for final plat approval;

   (3) Lots in recorded subdivisions that have fifty (50) or more remaining vacant lots for residential development. This pool shall contain not less than twenty percent (20%) of the school seat capacity available for allocation;

   (4) Other existing recorded lots and parcels of land that could be developed for residential uses. This pool shall contain not less than twenty percent (20%) of the school seat capacity available for allocation.

C. In the fourth quarter of each fiscal year, the Town Council may reevaluate the number of school seats remaining unallocated in each pool and sub-pool. If the Council determines that all of the school seats in any pool or sub-pool are not likely to be allocated before June 30 of that year, the Council, by resolution, may reallocate such school seats into one (1) or more other pools or sub-pools where a demand for school seat allocation exists.

D. If any school seats in any pool or sub-pool remain unallocated on June 30 of any year, the Town Council, by resolution, may divide the unallocated seats into the pools and sub-pools for the ensuing fiscal year in such manner as the Council reasonably shall determine.

E. Not later than January of each year, the Chief Executive Officer shall consult with the Board of Education to determine whether any changes in school enrollment during the school year have resulted in additional available school capacity for that year. If the Chief Executive Officer determines that additional capacity does exist, the Chief Executive Officer shall so advise the Town Council. The Town Council, by resolution, may make such additions of school seat capacity to the respective allocation pools or sub-pools for that fiscal year as the Council determines appropriate.

173-96 Allocation required.

Except as provided in §§ 173-97 and 173-98, until the Town has made an allocation of school seat capacity to a proposed subdivision, lot, or parcel of land:

A. The Planning Commission may not approve a final plat of subdivision for a subdivision of land for the purpose of residential development; and

B. The Town may not approve or issue a building permit for the development and construction of any residential dwelling or dwelling unit on an existing lot or parcel.

173-97 Exemptions.

The requirements of § 173-96 do not apply to:

A. The approval of a final plat for the subdivision of land for a development in which dwelling units will be restricted to occupancy by persons fifty-five (55) years of age and older;

B. The development and construction of dwelling units in a subdivision where occupancy of dwelling units is restricted to persons fifty-five (55) years of age or older;

C. Nursing homes;

D. Assisted living facilities;

E. Any other type of residential construction that will not generate additional school age population;

F. **[Amended 4-22-08 by Ord. No. 08-5]** The approval of a final plat of subdivision of land, or portion of a final plat of subdivision, for a development to the extent that the developer has entered into an agreement with the Town and the County Commissioners of Charles County by which:

(1) The developer agrees, in addition to the payment of any applicable school excise taxes and school impact fees, to make one (1) or more financial payments to the County Commissioners in an amount or amounts determined by the County Commissioners to be sufficient to enable the County Commissioners to provide to the Town for the exclusive benefit of the developer's development a sufficient number of special school seat allocations from the county's allotment of school seat allocations which, combined with such school seat allocations as the developer may obtain from the Town pursuant to this Article IX, will be sufficient to accommodate the projected student population from the subdivision, or portion of the subdivision, shown on the final plat, and

(2) In exchange for such financial payment from the developer, the County Commissioners agree to provide to the Town, for the exclusive benefit of the developer's development, an agreed number of special school seat allocations from the county's allotment of school seat allocations.

Where the developer has entered into such an agreement with the Town and the Charles County Commissioners, the Town shall not issue a building permit for any lot shown on the approved final plat for which a special school seat allocation is required until the County Commissioners have provided such special school seat allocation to the Town.

173-98 Process for allocation.

A. This section regulates the allocation of available school seat capacity to proposed lots in subdivisions that are seeking final plat approval and to existing individual lots or parcels of land.

B. (1) When a request is made for final subdivision plat approval, the Chief Executive Officer shall determine the student generation rate by applying the Student Yield Factors adopted pursuant to § 173-94A for each lot shown on the proposed final plat and then shall multiply that rate...by the total number of lots on the final plat to determine the total number of school seats required for all lots shown on the plat.

(2) If sufficient unallocated school seats in the applicable allocation pool or sub-pool are available to provide a school seat allocation for all of the lots depicted on the final plat, subject to the limitation in § 173-98F, a school seat allocation shall be made for all lots and, provided that the final plat satisfies all other applicable requirements, the Planning Commission shall approve the final subdivision plat.

(3) If sufficient unallocated school seats in the applicable allocation pool or sub-pool are not available to provide a school seat allocation for any of the lots depicted on the final plat, the applicant may elect to do one (1) of the following:

(a) Request that approval of the final plat be deferred and that the entire final plat be placed on the applicable subdivision priority list for allocation of available school seat capacity as such capacity becomes available;

(b) Withdraw the request for final plat approval.

(4) If sufficient unallocated school seats in the applicable allocation pool or sub-pool are available to provide a school seat allocation for some, but not all, of the lots depicted on the final plat, the applicant may elect to do one (1) of the following:

(a) [1] Accept a school seat allocation for as many lots as allocations are available for that proposed subdivision and designate each remaining lot as not buildable until a future allocation of school seat capacity is made for that lot. A school seat allocation shall be accepted by paying a school seat allocation reservation fee for each lot for which an allocation is to be made. The amount of the allocation reservation fee is twenty percent (20%) of the then applicable school excise tax for each lot. The allocation reservation fee shall be paid to the Town prior to approval of the final subdivision plat. The allocation reservation fee for each lot shall be applied against the school excise tax payable for that lot if a building permit for that lot is applied for and issued by the Town within one (1) year after final plat approval. However, if a building permit is not applied for and issued by the Town within one (1) year after final plat approval, the school seat allocation and allocation reservation fee for that lot are forfeited and, for purposes of future school seat allocation, the lot shall be treated as an existing lot. Upon payment of the allocation reservation fee, the Planning Commission may approve the final subdivision plat,

[2] Any future allocation of school seat capacity for each lot for which a school seat allocation was not made when the final plat was approved, or for which an allocation was made but forfeited because a building permit was not applied for within one (1) year and issued within eighteen (18) months from the date of final plat approval, shall be made from the pool of school seats available for allocation to existing recorded lots at the time that a building permit application is approved for that lot. The future allocation of school seat capacity for a lot shall be based upon the student generation rate derived from the Student Yield Factors adopted pursuant to § 173-94A for that lot, determined by the Chief Executive Officer prior to approval of the application for a building permit for that lot;

(b) Request that approval of the final plat be deferred and that the entire final plat be placed on the applicable subdivision priority list for allocation of available school seat capacity as such capacity becomes available. If the applicant elects to have the final plat placed on the priority list, all available school seat capacity allocable to that subdivision be reserved for that proposed subdivision, without cost to the applicant, until school seat capacity is available in the pool or sub-pool for allocation to all remaining lots depicted on the final plat;

(c) Reconfigure and resubmit the final plat to depict only those lots for which an allocation of school seat capacity can then be made;

(d) Withdraw the request for final plat approval.

(5) Each approved final subdivision plat shall contain notes or graphic representations that clearly delineate which lots have received an allocation of school seat capacity and the terms and conditions of such allocation, and which lots are not buildable until a future allocation of available school seat capacity is made at such time as an application for a building permit is approved.

C. When an application is made for approval of a building permit for development and construction of a dwelling or dwelling unit on an existing lot or parcel of land, the Chief Executive Officer shall determine the student generation rate by applying the Student Yield Factors adopted pursuant to § 173-94A for that lot or parcel. For multifamily residential development, the Chief Executive Officer shall determine and assign available school seat capacity at the Site Development Plan stage. The Chief Executive Officer shall allocate

available school seat capacity to that lot or parcel based upon the student generation rate for that lot or parcel based upon the particularized student generation rate for that lot or parcel, if school seat capacity is available in the existing lot allocation pool. If available school seat capacity is not then available, the lot or multifamily project will be placed on a priority list for future allocation of school seat capacity.

D. When an application for final subdivision plat approval or for the issuance of a building permit involves one (1) or more dwellings that contain more than one (1) dwelling unit per dwelling, such as single-family attached dwellings, Townhouses, multiple-family dwellings, and two-family dwellings, a school seat allocation may not be made for any dwelling unit in a dwelling unless sufficient school seat capacity is available for allocation to all dwelling units in that dwelling.

E. Each allocation of available school seat capacity is made to a particular lot, proposed lot, or parcel of land. Once an allocation of school seat capacity has been made to a particular lot, proposed lot, or parcel of land, the allocation is not transferable or assignable to another lot, proposed lot or parcel of land.

F. Unless there are no proposed subdivisions awaiting final plat approval or existing lots or parcels of land on a priority list established pursuant to § 173-99, not more than twenty-five (25) seats of available school capacity may be allocated in any fiscal year to any one (1) proposed subdivision or to, or for the benefit of, any existing lots or parcels of land that were held in the same ownership on the first day of the fiscal year.

173-99 School seat allocation priority lists.

A. The Town's Chief Executive Officer shall establish and maintain priority lists of applications for final subdivision plat approval, and for building permits for the development and construction of dwelling units on existing lots or parcels of land, for which school seat capacity is not available.

B. A proposed subdivision for which an applicant has requested placement on a subdivision priority list pursuant to § 191-98B and an existing lot or parcel of land for which a building permit application has been submitted to the Town shall be placed on the applicable priority list as of such date and time when all requirements for final subdivision plat approval or issuance of a building permit have been satisfied except for the availability of school seat capacity.

C. When school seat capacity becomes available in the applicable subdivision allocation pool or sub-pool, the Chief Executive Officer shall provide written notice to the next applicant on the priority list that school seat capacity is available for allocation to some or all of the lots as depicted on the applicant's proposed final subdivision plat. The notice shall be sent to the address of the applicant as shown on the final subdivision plat application or to such other address as the applicant has designated in writing to the Chief Executive Officer. The notice shall give the applicant a period of thirty (30) days to notify the Chief Executive Officer in writing that the applicant accepts or rejects the allocation. An allocation shall be accepted in the manner specified in § 173-98B(4)(a)[1].

   (1) If the applicant accepts the allocation in writing within such thirty-day period, and if such allocation provides a school seat allocation for all lots depicted on the final plat, the final plat shall be approved.

   (2) If the applicant accepts the allocation in writing within such thirty-day period, and if such allocation provides an allocation of available school seat capacity for some, but not all of the lots depicted on the final plat, the applicant shall elect to proceed in accordance with § 173-98B(4)(a) or (b).

   (3) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity, the applicant may request in writing that the application for final plat approval be kept active and that the lots depicted on the final plat be maintained on the priority list. If the applicant does make such a request, the final plat shall maintain its place on the priority list and shall be offered the next available school seat allocation. If the applicant does not affirmatively accept the school seat allocation the next time it is offered, the final plat shall be removed from the priority list, the application for final plat approval shall be deemed

withdrawn, and any available school seat capacity previously allocated to lots on the final plat shall be returned to the applicable allocation pool or sub-pool.

(4) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity and does not request in writing that the application for final plat approval be kept active and that the final plat be maintained on the priority list, the final plat shall be removed from the priority list, the application for final plat approval shall be deemed withdrawn, and any available school seat capacity previously allocated to lots on the final plat shall be returned to the applicable allocation pool or sub-pool.

(5) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant neither rejects nor affirmatively accepts the allocation in writing, the lots on the proposed final subdivision plat shall be removed from the priority list, the application for final plat approval shall be deemed to have been withdrawn by the applicant, and any previous allocation of school seat capacity for lots on the final plat shall be returned to the applicable allocation pool or sub-pool.

D. When school seat capacity becomes available in the existing lot allocation pool or sub-pool, the Chief Executive Officer shall provide written notice to the next applicant on the existing lot priority list that school seat capacity is available for allocation to the applicant's lot or parcel of land. The notice shall be sent to the address of the applicant as shown on the building permit application or to such other address as the applicant has designated in writing to the Chief Executive Officer. The notice shall give the applicant a period of thirty (30) days to notify the Chief Executive Officer in writing that the applicant accepts or rejects the allocation.

(1) If the applicant accepts the allocation within such thirty-day period, the building permit shall be issued as long the application continues to comply with all applicable laws. If the building permit application no longer complies with all applicable laws, the application shall be deemed rejected, but the school seat allocation shall be reserved for the lot or parcel of land for a period of ninety (90) days, within which the applicant must submit for approval by the Town a revised permit application that complies with all applicable laws. If a conforming building permit application is submitted within ninety (90) days and approved by the Town, the school seat allocation for the lot or parcel of land shall be made, and the permit issued. If a conforming building permit application is not submitted within ninety (90) days or is not approved by the Town, the school seat capacity shall be placed back in the pool, and the lot or parcel of land removed from the priority list.

(2) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant neither rejects nor affirmatively accepts the allocation in writing, the lot or parcel of land shall be removed from the priority list and the building permit application for that lot or parcel of land shall be deemed to have been withdrawn by the applicant.

(3) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity, the applicant may request in writing that the building permit application be kept active and that the lot or parcel of land be maintained on the priority list. If the applicant makes such a request, the lot or parcel shall maintain its place on the priority list and shall be offered the next available school seat allocation. If the applicant does not affirmatively accept the school seat allocation the next time it is offered, the school seat capacity shall be placed back in the allocation pool or sub-pool, and the lot or parcel of land shall be removed from the priority list.

(4) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity and does not request in writing that the building permit application be kept active and that the lot or parcel of land be maintained on the priority list, the school seat capacity shall be placed back in the allocation pool or sub-pool and the lot or parcel of land shall be removed from the priority list.

E. Notwithstanding any other provision of this Article, any lot or parcel of land or subdivision on the existing lot priority list that has not received an allocation of school seat capacity within six (6) years from the date that lot or parcel was placed on the priority list shall be issued a building permit or final plat approval as long as the application continues to comply with all applicable laws. If the application no longer complies with all applicable laws, the applicant must submit for approval by the Town a revised application that complies with all applicable laws. If a conforming application is submitted within ninety (90) days and approved by the Town, the building permit or final plat approval may be issued, even though available school seat capacity may not exist in the applicable allocation pool or sub-pool. If a conforming application is not submitted within ninety (90) days or is not approved by the Town, a building permit or final plat approval may not be issued for the lot or parcel of land until a new allocation of school seat capacity is made to the lot or parcel. Any building permits or final plat approvals issued pursuant to this section shall not count against or reduce the available school seat capacity that otherwise is available for allocation in that fiscal year.

173-100 Duration and effect of expiration of allocation.

A. This section provides for the expiration of an allocation of school seat capacity and the effect of such an expiration.

B. (1) This subsection regulates the expiration of a school seat allocation for a lot that was made as part of the approval of a final subdivision plat.

(2) A school seat allocation that has been made as part of the approval of a final subdivision plat is valid for a period of one (1) year from the date of approval of the final plat. The allocation for a lot in the subdivision expires if a building permit to construct a dwelling unit on that lot has not been issued within one (1) year from the date of approval of the final plat, or if the building permit to construct a dwelling unit on that lot expires or is revoked before a certificate of occupancy is issued.

(3) As long as a school seat allocation has not expired, a building permit may be issued for the lot for which the allocation has been made. A building permit may not be issued for any lot for which an allocation has expired until the lot has received a new school seat allocation. After expiration of an allocation, a lot shall be treated as an existing recorded lot and placed at the end of the existing lot priority list.

C. (1) This subsection regulates the expiration of an allocation of school seat capacity for a lot that was made as part of the issuance of a building permit.

(2) An allocation of school seat capacity for a lot that has been made as part of the issuance of a building permit is valid for the duration of the building permit. The school seat allocation expires if the building permit to construct a dwelling unit on that lot expires or is revoked before a certificate of occupancy is issued.

(3) If a school seat allocation expires, the existing building permit shall not be reinstated or renewed, or a new building permit issued, for that lot until the lot has received a new school seat allocation. After a school seat allocation expires, a lot shall be placed at the end of an existing lot priority list for a new school seat allocation.

173-101 Appeals.

A. Any person aggrieved by a decision of the Town's Chief Executive Officer in determining the student generation rate for a specific lot or parcel or in approving or refusing to approve an allocation of school seat capacity may appeal the decision to the Town Board of Appeals created under § 191-53 of this Code. Except to the extent inconsistent with this section, proceedings of the Board shall be governed by §§ 191-53C and D of this Code and the Board's rules of procedure.

B. An appeal pursuant to Subsection A of this section may be based only on one (1) or more of the following grounds:

(1) The decision is contrary to law or illegal.

(2) The decision is arbitrary or capricious.

An appeal may not challenge or be based upon error in the determinations of the Chief Executive Officer in determining general student generation rates or of Town Council regarding the establishment of allocation pools pursuant to § 173-95.

C. An appeal shall be initiated by the filing of a notice of appeal with the Town Board of Appeals. The notice of appeal shall be filed within ten (10) days from the date of the decision being appealed from. The appeal shall be filed on forms prescribed by the Chief Executive Officer consistent with this section, and shall be accompanied by such appeal fee as may be established by resolution of the Town Council from time to time.

D. Each notice of appeal must contain at least the following:

(1) The name and address of the appellant;

(2) A statement identifying the decision that is being appealed;

(3) A statement describing how the appellant is aggrieved or affected by the decision that is being appealed;

(4) A detailed narrative explanation of the grounds of the appeal;

(5) A statement describing with specificity the manner in which the decision from which the appeal is taken is contrary to law, illegal, arbitrary, or capricious. The notice of appeal shall contain specific references to all statutes, ordinances, and regulations alleged to be violated by the decision; and

(6) A statement of the relief requested by the appellant.

The Board of Appeals shall dismiss any notice of appeal that does not contain the information required by this Subsection D.

E. Hearings and proceedings on an appeal to the Board of Appeals shall be based exclusively on the grounds of appeal, issues, and matters presented in the notice of appeal. The Board may not consider any ground of appeal, matter, or issue that has not been presented with specificity in the notice of appeal. The Board of Appeals may take such testimony and evidence as the Board deems necessary or desirable to assist it in considering an appeal.

F. The decision of the Chief Executive Officer is presumed to be correct, made in accordance with law and legal. The burden is on the person who appeals a decision to demonstrate that:

(1) The decision is contrary to law or illegal;

(2) The decision is arbitrary or capricious.

G. The Board shall affirm the decision appealed from unless the Board finds that:

(1) The decision appealed from is contrary to law or illegal;

(2) The decision appealed from is arbitrary or capricious.

If the Board makes any such finding, the Board may reverse the decision of the Chief Executive Officer in whole or in part, or may modify the decision, condition, or requirement appealed from and make such decision, conditions, or requirements as could have been made by the Chief Executive Officer. The Board also may remand the matter to the Chief Executive Officer for such further proceedings or determinations as the Board of Appeals determines to be appropriate.

H. Any person or persons jointly or severally aggrieved by a decision of the Board of Appeals under this section, or any officer, department, board, or bureau of the Town, may appeal the decision of the Board of Appeals to the Circuit Court for Charles County. Such an appeal to the Circuit Court shall be filed within thirty (30) days from the decision of the Board.

I. A school seat allocation is not effective until the earlier to occur of:

(1) Ten (10) days from the date of the allocation if no appeal is filed under this section; or

(2) If an appeal is filed, until a final decision has been rendered and the time for all further appeals has expired.

§ 173-102 Process for Major Development Projects.

A. Intent and Applicability. This section establishes regulations for Major Development Projects (MDP), defined as subdivisions proposing **one hundred (100) or more lots or dwelling units**. This process is intended to address the significant and long-term impacts of such projects on the public school system.

B. Requirements. A Major Development Project (MDP) seeking school seat allocation shall be required to enter into a **Development Agreement** with the **Town of La Plata and the Charles County Commissioners**. This Agreement shall be prepared **in consultation with Charles County Public Schools (CCPS)** to ensure coordination regarding long-term planning, capacity management, and build-out scheduling. The executed Agreement shall include a **Build-Out Schedule** detailing the unit type and unit count for each phase of development.

C. Allocation of School Seats. Allocations granted to an MDP shall be contingent upon adherence to the executed Development Agreement and the approved Build-Out Schedule. The allocation of school seats shall be utilized consistent with the approved Build-Out Schedule, and the grant of allocation may be conditioned upon the commencement of construction milestones within the project.

D. Exemption. Development projects approved under this section may be exempt from the general provisions of § 173-98 (Process for allocation) and § 173-99 (School seat allocation priority lists), provided they remain in compliance with their approved Development Agreement.

Article IX. School Seat Allocation Policy [Adopted 2-8-05 by Ord. No. 05-1]

173-92 Statement of policy and intent.

A. Residential growth rates in Southern Maryland, Charles County and the Town of La Plata are among the highest in Maryland. The ~~t~~Town is a designated growth area within the county and represents approximately ~~ten~~ six percent (~~10~~6%) of the population in the growth area of Charles County. ~~In the 1990's, La Plata issued between forty-five (45) and sixty (60) building residential permits each year. In 2003, the town issued two hundred three (203) building permits for residential development. Estimates predict that the current rate of residential growth in the town will continue.~~

B. The rate of growth in Charles County and the Town of La Plata is outpacing the ability of the Charles County Board of Education and the Charles County Commissioners to develop and fund the construction of new schools in Charles County to accommodate the growing student population in La Plata and the county at large. ~~This has resulted in~~Unchecked growth has potential to result in school overcrowding that is contrary to the interests of students attending those schools and the public at large. ~~While one new high school is under construction and other schools are planned for construction in Charles County, the rate of growth is outpacing the Board of Education's ability to provide sufficient school seats to meet increasing demands.~~

C. The Town of La Plata has no role in the planning, approval, or funding of new public schools. The construction of new public elementary schools, middle schools, and high schools in Charles County is the responsibility of the Charles County Board of Education, with funding provided primarily by the Charles County Commissioners and the State of Maryland. The Charles County Commissioners impose an excise tax to generate revenues for new school construction. This excise tax is imposed and collected by the County Commissioners on new development that takes place within the Town of La Plata and in the remainder of the county.

D. Since the Town of La Plata cannot control the supply of seats or school capacity available to accommodate the growing student population, the Town Council has determined that it is in the interest of the public health, safety and welfare, and a proper exercise of the ~~t~~Town's police powers, to responsibly regulate the rate of development in the ~~t~~Town so as to:

   (1) Not exacerbate school overcrowding;

   (2) Provide the Charles County Board of Education and the Charles County Commissioners with a reasonable time to make adequate school capacity available to meet the demands created by new growth in the Town of La Plata; and

   (3) Provide for a reasonable rate of growth within the ~~t~~Town to meet the ~~t~~Town's fiscal and economic needs.

E. It is the intent of this Article to establish a methodology and a process for determining and allocating available school seats in the Charles County public schools and to accomplish this objective based upon historical student generation from residential development exclusively within the Town of La Plata.

173-93 Definitions.

For purposes of this Article, the following terms shall have the meanings set forth in this section:

ALLOCATABLE SCHOOL CAPACITY – The discrete amount of public-school capacity available for allocation to new residential development, restricted to the lowest positive number derived from the aggregate capacity calculation across the three specified school levels (Elementary, Middle, and High School) serving the Town of La Plata. In the event that the aggregate capacity calculation for any of the three school levels results in zero or a negative number (Shortage), the Allocatable School Capacity for that school attendance zone shall be deemed zero.

~~ALLOCATABLE SCHOOL CAPACITY – The lesser of (a) the lowest positive number derived from the aggregate capacity calculation across the three specified school levels or (b) 6% of the total net capacity excess of the entire Charles County public school system.~~

ALLOCATION POOL OR SUB-POOL—A pool or sub-pool established by the Town Council pursuant to § 173-95B for the allocation of available school seat capacity.

AVAILABLE SCHOOL SEAT CAPACITY—The amount of school seat capacity that the Town Council determines is available for new development pursuant to § 173-95.

DWELLING—A structure that contains one (1) or more dwelling units.

~~PARTICULARIZED STUDENT GENERATION RATE—A student generation rate determined for a proposed subdivision or an existing lot or parcel of land in accordance with § 173-94.~~

PRIORITY LIST—A list of persons awaiting a school seat allocation ranked chronologically in the order that each person became eligible for the list.

SCHOOL SEAT ALLOCATION—An allocation of available school seat capacity from an allocation pool or sub-pool pursuant to § 173-98.

STUDENT GENERATION RATE—The average number of public elementary school, middle school, and high school students generated by a dwelling unit in each development and neighborhood of the Town of La Plata, as determined in accordance with § 173-94.

173-94 Establishment of student generation rates.

A. ~~A.~~ The Town Council shall annually adopt and utilize the current Student Yield Factors established and published by the Charles County Commissioners and the Charles County Board of Education. The Student Yield Factors shall be used to determine the average number of public elementary school, middle school, and high school students generated by a dwelling unit for each type of residential development.

B. The Chief Executive Officer shall cease using particularized student generation rates for lots in proposed subdivisions or existing lots of record. The determination of the number of required development units shall be made by applying the Student Yield Factors to the specific dwelling unit type for the corresponding school level.

~~The Town Chief Executive Officer shall establish student generation rates from residential development in the town. After establishing initial student generation rates, the Chief Executive Officer shall review and modify the student generation rates not less frequently than every two (2) years.~~

~~B. The Chief Executive Officer shall establish student generation rates for elementary schools, middle schools and high schools. In determining and establishing student generation rates, the Chief Executive Officer shall conduct a survey to determine the number of students from each development and neighborhood in the town who attend public elementary schools, middle schools and high schools in the county and the total number of dwelling units in each development and neighborhood. In conducting this survey, the Chief Executive Officer may rely upon data maintained by the Charles County Board of Education and the town and such other data and information as the Chief Executive Officer reasonably deems relevant.~~

~~C. When an applicant for approval of a final subdivision plat or a building permit requests an allocation of school seat capacity, the Chief Executive Officer shall determine a particularized student generation rate for each lot in the proposed subdivision or for the existing lot or parcel of land. In determining a particularized student generation rate for an existing lot or parcel or for a lot in a proposed subdivision, the Chief Executive Officer shall consider the student generation rates of similar residential developments or neighborhoods in the town, the known target demographics that the lot, parcel or proposed lots will be marketed to, and other facts and data that the Chief Executive Officer deems relevant.~~

173-95 Establishment of school seat allocation and allocation pools.

~~A.~~ A. The Town Council annually shall determine the number of school seats that the ~~t~~Town will make available for allocation for new residential development in the ~~t~~Town during the ~~t~~Town's ensuing fiscal year. This determination shall be based on the Allocatable School Capacity established for the school attendance zones encompassing the Town of La Plata. The Town Council, in conjunction with Charles County Public Schools (CCPS), shall annually identify the current public elementary, middle, and high schools serving the Town of La Plata attendance zones (the Catchment Schools). The calculations required by this section shall rely upon the annual capacity data provided by the Charles County Board of Education (BOE) for these annually identified Catchment Schools.

This capacity data shall include any capacity provided by Capital Improvement Program (CIP) projects that are scheduled for completion prior or concurrent to the upcoming allocation cycle. When capacity is programmed to exist through an approved CIP project, allocations may be granted within the eighteen (18) month period prior to the opening of the new school facility.

Capacity of individual schools shall be determined by subtracting the enrollment from one hundred ten percent (110%) of the state rated capacity. The Allocatable School Capacity for new residential development shall be restricted to the lowest aggregate capacity calculated among the three (3) school levels (Elementary, Middle, and High School) within the specified school attendance zones. If capacity at any required school level (Elementary, Middle, or High) does not exist, allocations shall not be granted in that school attendance zone. School capacity must exist at all three school levels within the current school district attendance boundaries for which the Board of Education has determined the students from the project will attend. In making this annual determination, the Council shall consider data and recommendations, if any, from the Charles County Board of Education as to the number of available school seats in the public school system in these specific attendance zones. Allocations shall only be reduced to zero for a specific school attendance zone if the Charles County Board of Education has officially triggered a moratorium for that specific zone or school district due to capacity issues. ~~The Town Council annually shall determine the number of school seats that the town will make available for allocation for new residential development in the town during the town's ensuing fiscal year, except that in no event shall the number of school seats available for allocation in each fiscal year be less than one hundred (100). In making this annual determination, the Council shall consider the number of available school seats in the entire Charles County public school system and the ratio of the town's population to the population of the county as a whole. In addition to other factors that the Town Council deems relevant, the Council shall consider data and recommendations, if any, from the Charles County Board of Education as to the number of available school seats in the public school system and the number of seats that the town should allocate for new residential development.~~

B. After the Town Council has determined the number of school seats available for allocation in the ensuing fiscal year, the Council, by resolution, shall divide the total number of seats available for allocation into such reasonable pools and sub-pools as the Council may create. These pools shall attempt to provide a reasonable apportionment of available school seats among competing development interests. Sub-pools may consist of specific subdivisions or proposed subdivisions. The pools shall include, but necessarily be limited to, the following:

(1) Proposed subdivisions consisting of at least fifty (50) lots that have received preliminary plat approval and for which application has been made for final plat approval;

(2) Proposed subdivisions consisting of less than fifty (50) lots that have received preliminary plat approval and for which application has been made for final plat approval;

(3) Lots in recorded subdivisions that have fifty (50) or more remaining vacant lots for residential development. This pool shall contain not less than twenty percent (20%) of the school seat capacity available for allocation;

(4) Other existing recorded lots and parcels of land that could be developed for residential uses. This pool shall contain not less than twenty percent (20%) of the school seat capacity available for allocation.

C. In the fourth quarter of each fiscal year, the Town Council may reevaluate the number of school seats remaining unallocated in each pool and sub-pool. If the Council determines that all of the school seats in any pool or sub-pool are not likely to be allocated before June 30 of that year, the Council, by resolution, may reallocate such school seats into one (1) or more other pools or sub-pools where a demand for school seat allocation exists.

D. If any school seats in any pool or sub-pool remain unallocated on June 30 of any year, the Town Council, by resolution, ~~shall~~ may divide the unallocated seats into the pools and sub-pools for the ensuing fiscal year in such manner as the Council reasonably shall determine.

E. Not later than January of each year, the Chief Executive Officer shall consult with the Board of Education to determine whether any changes in school enrollment during the school year have resulted in additional available school capacity for that year. If the Chief Executive Officer determines that additional capacity does exist, the Chief Executive Officer shall so advise the Town Council. The Town Council, by resolution, may make such additions of school seat capacity to the respective allocation pools or sub-pools for that fiscal year as the Council determines appropriate.

173-96 Allocation required.

Except as provided in §§ 173-97 and 173-98, until the T~~t~~own has made an allocation of school seat capacity to a proposed subdivision, lot, or parcel of land:

A. The Planning Commission may not approve a final plat of subdivision for a subdivision of land for the purpose of residential development; and

B. The T~~t~~own may not approve or issue a building permit for the development and construction of any residential dwelling or dwelling unit on an existing lot or parcel.

173-97 Exemptions.

The requirements of § 173-96 do not apply to:

A. The approval of a final plat for the subdivision of land for a development in which dwelling units will be restricted to occupancy by persons fifty-five (55) years of age and older;

B. The development and construction of dwelling units in a subdivision where occupancy of dwelling units is restricted to persons fifty-five (55) years of age or older;

C. Nursing homes;

D. Assisted living facilities;

E. Any other type of residential construction that will not generate additional school age population;

F. **[Amended 4-22-08 by Ord. No. 08-5]** The approval of a final plat of subdivision of land, or portion of a final plat of subdivision, for a development to the extent that the developer has entered into an agreement with the ~~t~~Town and the County Commissioners of Charles County by which:

(1) The developer agrees, in addition to the payment of any applicable school excise taxes and school impact fees, to make one (1) or more financial payments to the County Commissioners in an amount or amounts determined by the County Commissioners to be sufficient to enable the County Commissioners to provide to the ~~t~~Town for the exclusive benefit of the developer's development a sufficient number of special school seat allocations from the county's allotment of school seat allocations which, combined with such school seat allocations as the developer may obtain from the ~~t~~Town pursuant to this Article IX, will be sufficient to accommodate the projected student population from the subdivision, or portion of the subdivision, shown on the final plat, and

(2) In exchange for such financial payment from the developer, the County Commissioners agree to provide to the ~~t~~Town, for the exclusive benefit of the developer's development, an agreed number of special school seat allocations from the county's allotment of school seat allocations.

Where the developer has entered into such an agreement with the ~~t~~Town and the Charles County Commissioners, the ~~t~~Town shall not issue a building permit for any lot shown on the approved final plat for which a special school seat allocation is required until the County Commissioners have provided such special school seat allocation to the ~~t~~Town.

173-98 Process for allocation.

A. This section regulates the allocation of available school seat capacity to proposed lots in subdivisions that are seeking final plat approval and to existing individual lots or parcels of land.

B. (1) When a request is made for final subdivision plat approval, the Chief Executive Officer shall determine the student generation rate by applying the Student Yield Factors adopted pursuant to § 173-94A for each lot shown on the proposed final plat and then shall multiply that rate...~~When a request is made for final subdivision plat approval, the Chief Executive Officer shall determine a particularized student generation rate for each lot shown on the proposed final plat and then shall multiply that rate~~ by the total number of lots on the final plat to determine the total number of school seats required for all lots shown on the plat.

(2) If sufficient unallocated school seats in the applicable allocation pool or sub-pool are available to provide a school seat allocation for all of the lots depicted on the final plat, subject to the limitation in § 173-98F, a school seat allocation shall be made for all lots and, provided that the final plat satisfies all other applicable requirements, the Planning Commission shall approve the final subdivision plat.

(3) If sufficient unallocated school seats in the applicable allocation pool or sub-pool are not available to provide a school seat allocation for any of the lots depicted on the final plat, the applicant may elect to do one (1) of the following:

(a) Request that approval of the final plat be deferred and that the entire final plat be placed on the applicable subdivision priority list for allocation of available school seat capacity as such capacity becomes available;

(b) Withdraw the request for final plat approval.

(4) If sufficient unallocated school seats in the applicable allocation pool or sub-pool are available to provide a school seat allocation for some, but not all, of the lots depicted on the final plat, the applicant may elect to do one (1) of the following:

(a) [1] Accept a school seat allocation for as many lots as allocations are available for that proposed subdivision and designate each remaining lot as not buildable until a future allocation of school

seat capacity is made for that lot. A school seat allocation shall be accepted by paying a school seat allocation reservation fee for each lot for which an allocation is to be made. The amount of the allocation reservation fee is twenty percent (20%) of the then applicable school excise tax for each lot. The allocation reservation fee shall be paid to the ~~t~~Town prior to approval of the final subdivision plat. The allocation reservation fee for each lot shall be applied against the school excise tax payable for that lot if a building permit for that lot is applied for and issued by the ~~t~~Town within one (1) year after final plat approval. However, if a building permit is not applied for and issued by the ~~t~~Town within one (1) year after final plat approval, the school seat allocation and allocation reservation fee for that lot are forfeited and, for purposes of future school seat allocation, the lot shall be treated as an existing lot. Upon payment of the allocation reservation fee, the Planning Commission may approve the final subdivision plat,

[2] Any future allocation of school seat capacity for each lot for which a school seat allocation was not made when the final plat was approved, or for which an allocation was made but forfeited because a building permit was not applied for within one (1) year and issued within eighteen (18) months from the date of final plat approval, shall be made from the pool of school seats available for allocation to existing recorded lots at the time that a building permit application is approved for that lot. The future allocation of school seat capacity for a lot shall be based upon the student generation rate derived from the Student Yield Factors adopted pursuant to § 173-94A for that lot, determined by the Chief Executive Officer prior to approval of the application for a building permit for that lot;~~The future allocation of school seat capacity for a lot shall be based upon a particularized school seat generation rate for that lot determined by the Chief Executive Officer prior to approval of the application for a building permit for that lot;~~

(b) Request that approval of the final plat be deferred and that the entire final plat be placed on the applicable subdivision priority list for allocation of available school seat capacity as such capacity becomes available. If the applicant elects to have the final plat placed on the priority list, all available school seat capacity allocable to that subdivision be reserved for that proposed subdivision, without cost to the applicant, until school seat capacity is available in the pool or sub-pool for allocation to all remaining lots depicted on the final plat;

(c) Reconfigure and resubmit the final plat to depict only those lots for which an allocation of school seat capacity can then be made;

(d) Withdraw the request for final plat approval.

(5) Each approved final subdivision plat shall contain notes or graphic representations that clearly delineate which lots have received an allocation of school seat capacity and the terms and conditions of such allocation, and which lots are not buildable until a future allocation of available school seat capacity is made at such time as an application for a building permit is approved.

C. When an application is made for approval of a building permit for development and construction of a dwelling or dwelling unit on an existing lot or parcel of land, the Chief Executive Officer shall determine the student generation rate by applying the Student Yield Factors adopted pursuant to § 173-94A for that lot or parcel. For multifamily residential development, the Chief Executive Officer shall determine and assign available school seat capacity at the Site Development Plan stage. The Chief Executive Officer shall allocate available school seat capacity to that lot or parcel based upon the student generation rate for that lot or parcel ~~When an application is made for approval of a building permit for development and construction of a dwelling or dwelling unit on an existing lot or parcel of land, the Chief Executive Officer shall determine a particularized student generation rate for that lot or parcel. The Chief Executive Officer shall allocate available school seat capacity to that lot or parcel~~ based upon the particularized student generation rate for that lot or parcel, if school seat capacity is available in the existing lot allocation pool. If available school seat

capacity is not then available, the lot or multifamily project will be placed on a priority list for future allocation of school seat capacity.

D. When an application for final subdivision plat approval or for the issuance of a building permit involves one (1) or more dwellings that contain more than one (1) dwelling unit per dwelling, such as single-family attached dwellings, ~~t~~Townhouses, multiple-family dwellings, and two-family dwellings, a school seat allocation may not be made for any dwelling unit in a dwelling unless sufficient school seat capacity is available for allocation to all dwelling units in that dwelling.

E. Each allocation of available school seat capacity is made to a particular lot, proposed lot, or parcel of land. Once an allocation of school seat capacity has been made to a particular lot, proposed lot, or parcel of land, the allocation is not transferable or assignable to another lot, proposed lot or parcel of land.

F. Unless there are no proposed subdivisions awaiting final plat approval or existing lots or parcels of land on a priority list established pursuant to § 173-99, not more than twenty-five (25) seats of available school capacity may be allocated in any fiscal year to any one (1) proposed subdivision or to, or for the benefit of, any existing lots or parcels of land that were held in the same ownership on the first day of the fiscal year.

173-99 School seat allocation priority lists.

A. The ~~t~~Town's Chief Executive Officer shall establish and maintain priority lists of applications for final subdivision plat approval, and for building permits for the development and construction of dwelling units on existing lots or parcels of land, for which school seat capacity is not available.

B. A proposed subdivision for which an applicant has requested placement on a subdivision priority list pursuant to § 191-98B and an existing lot or parcel of land for which a building permit application has been submitted to the ~~t~~Town shall be placed on the applicable priority list as of such date and time when all requirements for final subdivision plat approval or issuance of a building permit have been satisfied except for the availability of school seat capacity.

C. When school seat capacity becomes available in the applicable subdivision allocation pool or sub-pool, the Chief Executive Officer shall provide written notice to the next applicant on the priority list that school seat capacity is available for allocation to some or all of the lots as depicted on the applicant's proposed final subdivision plat. The notice shall be sent to the address of the applicant as shown on the final subdivision plat application or to such other address as the applicant has designated in writing to the Chief Executive Officer. The notice shall give the applicant a period of thirty (30) days to notify the Chief Executive Officer in writing that the applicant accepts or rejects the allocation. An allocation shall be accepted in the manner specified in § 173-98B(4)(a)[1].

(1) If the applicant accepts the allocation in writing within such thirty-day period, and if such allocation provides a school seat allocation for all lots depicted on the final plat, the final plat shall be approved.

(2) If the applicant accepts the allocation in writing within such thirty-day period, and if such allocation provides an allocation of available school seat capacity for some, but not all of the lots depicted on the final plat, the applicant shall elect to proceed in accordance with § 173-98B(4)(a) or (b).

(3) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity, the applicant may request in writing that the application for final plat approval be kept active and that the lots depicted on the final plat be maintained on the priority list. If the applicant does make such a request, the final plat shall maintain its place on the priority list and shall be offered the next available school seat allocation. If the applicant does not affirmatively accept the school seat allocation the next time it is offered, the final plat shall be removed from the priority list, the application for final plat approval shall be deemed withdrawn, and any available school seat capacity previously allocated to lots on the final plat shall be returned to the applicable allocation pool or sub-pool.

(4) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity and does not request in writing that the application for final plat approval be kept active and that the final plat be maintained on the priority list, the final plat shall be removed from the priority list, the application for final plat approval shall be deemed withdrawn, and any available school seat capacity previously allocated to lots on the final plat shall be returned to the applicable allocation pool or sub-pool.

(5) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant neither rejects nor affirmatively accepts the allocation in writing, the lots on the proposed final subdivision plat shall be removed from the priority list, the application for final plat approval shall be deemed to have been withdrawn by the applicant, and any previous allocation of school seat capacity for lots on the final plat shall be returned to the applicable allocation pool or sub-pool.

D. When school seat capacity becomes available in the existing lot allocation pool or sub-pool, the Chief Executive Officer shall provide written notice to the next applicant on the existing lot priority list that school seat capacity is available for allocation to the applicant's lot or parcel of land. The notice shall be sent to the address of the applicant as shown on the building permit application or to such other address as the applicant has designated in writing to the Chief Executive Officer. The notice shall give the applicant a period of thirty (30) days to notify the Chief Executive Officer in writing that the applicant accepts or rejects the allocation.

(1) If the applicant accepts the allocation within such thirty-day period, the building permit shall be issued as long the application continues to comply with all applicable laws. If the building permit application no longer complies with all applicable laws, the application shall be deemed rejected, but the school seat allocation shall be reserved for the lot or parcel of land for a period of ninety (90) days, within which the applicant must submit for approval by the ~~t~~Town a revised permit application that complies with all applicable laws. If a conforming building permit application is submitted within ninety (90) days and approved by the ~~t~~Town, the school seat allocation for the lot or parcel of land shall be made, and the permit issued. If a conforming building permit application is not submitted within ninety (90) days or is not approved by the ~~t~~Town, the school seat capacity shall be placed back in the pool, and the lot or parcel of land removed from the priority list.

(2) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant neither rejects nor affirmatively accepts the allocation in writing, the lot or parcel of land shall be removed from the priority list and the building permit application for that lot or parcel of land shall be deemed to have been withdrawn by the applicant.

(3) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity, the applicant may request in writing that the building permit application be kept active and that the lot or parcel of land be maintained on the priority list. If the applicant makes such a request, the lot or parcel shall maintain its place on the priority list and shall be offered the next available school seat allocation. If the applicant does not affirmatively accept the school seat allocation the next time it is offered, the school seat capacity shall be placed back in the allocation pool or sub-pool, and the lot or parcel of land shall be removed from the priority list.

(4) If, within thirty (30) days after notice of the availability of a school seat allocation, an applicant affirmatively rejects an allocation of available school seat capacity and does not request in writing that the building permit application be kept active and that the lot or parcel of land be maintained on the priority list, the school seat capacity shall be placed back in the allocation pool or sub-pool and the lot or parcel of land shall be removed from the priority list.

E. Notwithstanding any other provision of this Article, any lot or parcel of land or subdivision on the existing lot priority list that has not received an allocation of school seat capacity within six (6) years from the date that lot or parcel was placed on the priority list shall be issued a building permit or final plat approval as long as

the ~~building permit~~ application continues to comply with all applicable laws. If the ~~building permit~~ application no longer complies with all applicable laws, the applicant must submit for approval by the ~~t~~Town a revised ~~building permit~~ application that complies with all applicable laws. If a conforming ~~building permit~~ application is submitted within ninety (90) days and approved by the ~~t~~Town, the building permit or final plat approval may be issued, even though available school seat capacity may not exist in the applicable allocation pool or sub-pool. If a conforming ~~building permit~~ application is not submitted within ninety (90) days or is not approved by the ~~t~~Town, a building permit or final plat approval may not be issued for the lot or parcel of land until a new allocation of school seat capacity is made to the lot or parcel. Any building permits or final plat approvals issued pursuant to this section shall not count against or reduce the available school seat capacity that otherwise is available for allocation in that fiscal year.

173-100 Duration and effect of expiration of allocation.

A. This section provides for the expiration of an allocation of school seat capacity and the effect of such an expiration.

B. (1) This subsection regulates the expiration of a school seat allocation for a lot that was made as part of the approval of a final subdivision plat.

(2) A school seat allocation that has been made as part of the approval of a final subdivision plat is valid for a period of one (1) year from the date of approval of the final plat. The allocation for a lot in the subdivision expires if a building permit to construct a dwelling unit on that lot has not been issued within one (1) year from the date of approval of the final plat, or if the building permit to construct a dwelling unit on that lot expires or is revoked before a certificate of occupancy is issued.

(3) As long as a school seat allocation has not expired, a building permit may be issued for the lot for which the allocation has been made. A building permit may not be issued for any lot for which an allocation has expired until the lot has received a new school seat allocation. After expiration of an allocation, a lot shall be treated as an existing recorded lot and placed at the end of the existing lot priority list.

C. (1) This subsection regulates the expiration of an allocation of school seat capacity for a lot that was made as part of the issuance of a building permit.

(2) An allocation of school seat capacity for a lot that has been made as part of the issuance of a building permit is valid for the duration of the building permit. The school seat allocation expires if the building permit to construct a dwelling unit on that lot expires or is revoked before a certificate of occupancy is issued.

(3) If a school seat allocation expires, the existing building permit shall not be reinstated or renewed, or a new building permit issued, for that lot until the lot has received a new school seat allocation. After a school seat allocation expires, a lot shall be placed at the end of an existing lot priority list for a new school seat allocation.

173-101 Appeals.

A. Any person aggrieved by a decision of the ~~t~~Town's Chief Executive Officer in determining the student generation rate for a specific lot or parcel or in approving or refusing to approve an allocation~~Any person aggrieved by a decision of the town's Chief Executive Officer in determining a particularized student generation rate or in approving or refusing to approve an allocation~~ of school seat capacity may appeal the decision to the Town Board of Appeals created under § 191-53 of this Code. Except to the extent inconsistent with this section, proceedings of the Board shall be governed by §§ 191-53C and D of this Code and the Board's rules of procedure.

B. An appeal pursuant to Subsection A of this section may be based only on one (1) or more of the following grounds:

(1) The decision is contrary to law or illegal.

(2) The decision is arbitrary or capricious.

An appeal may not challenge or be based upon error in the determinations of the Chief Executive Officer in determining general student generation rates or of Town Council regarding the establishment of allocation pools pursuant to § 173-95.

C. An appeal shall be initiated by the filing of a notice of appeal with the Town Board of Appeals. The notice of appeal shall be filed within ten (10) days from the date of the decision being appealed from. The appeal shall be filed on forms prescribed by the Chief Executive Officer consistent with this section, and shall be accompanied by such appeal fee as may be established by resolution of the Town Council from time to time.

D. Each notice of appeal must contain at least the following:

(1) The name and address of the appellant;

(2) A statement identifying the decision that is being appealed;

(3) A statement describing how the appellant is aggrieved or affected by the decision that is being appealed;

(4) A detailed narrative explanation of the grounds of the appeal;

(5) A statement describing with specificity the manner in which the decision from which the appeal is taken is contrary to law, illegal, arbitrary, or capricious. The notice of appeal shall contain specific references to all statutes, ordinances, and regulations alleged to be violated by the decision; and

(6) A statement of the relief requested by the appellant.

The Board of Appeals shall dismiss any notice of appeal that does not contain the information required by this Subsection D.

E. Hearings and proceedings on an appeal to the Board of Appeals shall be based exclusively on the grounds of appeal, issues, and matters presented in the notice of appeal. The Board may not consider any ground of appeal, matter, or issue that has not been presented with specificity in the notice of appeal. The Board of Appeals may take such testimony and evidence as the Board deems necessary or desirable to assist it in considering an appeal.

F. The decision of the Chief Executive Officer is presumed to be correct, made in accordance with law and legal. The burden is on the person who appeals a decision to demonstrate that:

(1) The decision is contrary to law or illegal;

(2) The decision is arbitrary or capricious.

G. The Board shall affirm the decision appealed from unless the Board finds that:

(1) The decision appealed from is contrary to law or illegal;

(2) The decision appealed from is arbitrary or capricious.

If the Board makes any such finding, the Board may reverse the decision of the Chief Executive Officer in whole or in part, or may modify the decision, condition, or requirement appealed from and make such decision, conditions, or requirements as could have been made by the Chief Executive Officer. The Board also may remand the matter to the Chief Executive Officer for such further proceedings or determinations as the Board of Appeals determines to be appropriate.

H. Any person or persons jointly or severally aggrieved by a decision of the Board of Appeals under this section, or any officer, department, board, or bureau of the ~~t~~Town, may appeal the decision of the Board of Appeals to the Circuit Court for Charles County. Such an appeal to the Circuit Court shall be filed within thirty (30) days from the decision of the Board.

I. A school seat allocation is not effective until the earlier to occur of:

(1) Ten (10) days from the date of the allocation if no appeal is filed under this section; or

(2) If an appeal is filed, until a final decision has been rendered and the time for all further appeals has expired.

§ 173-102 Process for Major Development Projects.

A. Intent and Applicability. This section establishes regulations for Major Development Projects (MDP), defined as subdivisions proposing **one hundred (100) or more lots or dwelling units**. This process is intended to address the significant and long-term impacts of such projects on the public school system.

B. Requirements. A Major Development Project (MDP) seeking school seat allocation shall be required to enter into a **Development Agreement** with the **Town of La Plata and the Charles County Commissioners**. This Agreement shall be prepared **in consultation with Charles County Public Schools (CCPS)** to ensure coordination regarding long-term planning, capacity management, and build-out scheduling. The executed Agreement shall include a **Build-Out Schedule** detailing the unit type and unit count for each phase of development.

C. Allocation of School Seats. Allocations granted to an MDP shall be contingent upon adherence to the executed Development Agreement and the approved Build-Out Schedule. The allocation of school seats shall be utilized consistent with the approved Build-Out Schedule, and the grant of allocation may be conditioned upon the commencement of construction milestones within the project.

D. Exemption. Development projects approved under this section may be exempt from the general provisions of § 173-98 (Process for allocation) and § 173-99 (School seat allocation priority lists), provided they remain in compliance with their approved Development Agreement.

Chapter 191 - Zoning Regulations

Article X. - Adequate Public Facilities Requirements

§ 191.86. Purpose.

The purpose of adequate public facilities review is to:

A. Require developers to provide new, additional, or upgraded public facilities for water, sewage, and school seating capacity, when necessary, to ensure the Town's ability to provide adequate public facility levels to serve new developments without impacting the existing community.

B. Ensure that all proposed development will not adversely affect the public's health, safety, and welfare; and,

C. Encourage new development to occur in areas of the Town where public facilities are being provided.

§ 191.87. Adequate public facilities required.

A. Unless stated otherwise within this Ordinance, no preliminary plat maps or site plans shall be approved by the Town unless it can be demonstrated that the development will not impact the adequacy of the Town's public facilities to provide adequate water, sewage, and school seating capacity to serve the development, as specified in this Ordinance.

B. This Ordinance does not apply to minor residential subdivisions, minor site plans, and non-residential developments containing less than 1,200 square feet of gross floor area unless determined necessary by the Planning Director due to unique or unusual circumstances associated with the development and/or the surrounding environs of the development.

C. Unless exempted within this Ordinance, all preliminary plat maps and site plans submitted to the Town for approval shall be accompanied by an Adequate Public Facilities Study (APFS) pursuant to Section 191.93

§191.88. Roads.

(Reserved)

§191.89. Schools.

See Section 173-92 under Article IX (School Seat Allocation Policy) of the La Plata Subdivision and Land Development Ordinance.

§191.90. Sewage system.

A. Pursuant to Title 9 of the Annotated Code of Maryland, new development can only be approved if there are adequate wastewater systems and supporting infrastructure. Therefore, no site plan or subdivision plat shall be approved for any new or expanded development in La Plata unless the Town's wastewater treatment plant and infrastructure has or will have sufficient capacity to support new development prior

to its commencement. It is the intent of this Chapter to ensure that sewer infrastructure capacity serving existing residential and non-residential users are not adversely affected by the sewage capacity and infrastructure needs from new development.

B. Standard for Adequacy. The Town's sewage system shall be considered inadequate and the development deemed to create an adverse impact on the Town's wastewater treatment plant and its infrastructure when a development causes it to operate at or above eighty percent (80%) of the plant's maximum capacity. This limitation is to ensure the Town maintains sufficient reserve capacity to account for system inefficiencies and short-term spikes in treatment demand. Eighty percent (80%) of sewage capacity shall be determined by multiplying the Town's treatment plant's design flow (MGD) by 0.80, then comparing that value to the facility's average daily wastewater flow. If this standard is exceeded, the project shall not be approved unless adequate mitigation is provided in accordance with §191.94 (Mitigation).

C. The Town of La Plata shall publish on its website every six (6) months a sewage capacity report identifying the Town's current wastewater treatment plant capacity level and its remaining availability to serve new development. The most current wastewater capacity report shall be used as the authoritative reference source for determining a development's impact on the Town's wastewater capacity limit as part of any Adequate Public Facilities Study submitted to the Town.

§191.91. Water supply system.

A. Pursuant to Title 9 of the Annotated Code of Maryland, new development can only be approved if there is an adequate water supply and infrastructure to support it. Therefore, no preliminary plat map or site plan for any new or expanded development requiring water allocation from the Town of La Plata shall be approved unless there is or will be sufficient water supply to support the development prior to its commencement. It is the intent of this chapter that water supplies serving existing residential and non-residential users are not adversely affected by the water usage from new development.

B. Standard for Adequacy. The Town's water supply system is considered inadequate and a proposed development is considered to have an adverse impact on the Town's ability to provide sufficient water when the projected water demand from new development will cause the Town to reach or exceed eighty percent (80%) of its maximum water appropriation permit for annual average daily withdrawal, as issued by the Maryland Department of the Environment. The 80% threshold is intended to ensure the Town maintains sufficient reserve capacity to account for water loss, system inefficiencies, and short-term spikes in water usage. Eighty percent (80%) of the Town's water allocation is calculated by multiplying the permitted annual average daily withdrawal limit by 0.80 and comparing that value to the Town's actual annual average daily water use. If the projected demand from a development causes this threshold to be exceeded, the development may not be approved unless adequate mitigation is provided in accordance with §191.94 (Mitigation).

C. The Town of La Plata shall publish on its website every six (6) months a water capacity report of the Town's water allocation usage for determining the remaining water availability to serve new development against its maximum water appropriations permit limit for average daily withdrawal. The most current water capacity report shall be used as the authoritative reference source for determining a development's impact on the Town's water supply as part of any Adequate Public Facilities Study submitted to the Town.

§ 191.92. Water, sewage, and school capacity allocations

A. Water and sewer capacity allocation shall be guaranteed to any approved preliminary plat map or site

plan requiring such allocation for a period of six (6) years after its original approval by the Town. Failure, for any reason, to obtain a building permit within six (6) years to begin construction for a new building(s) under an approved site plan or preliminary plat map or for a new development shall render the water and sewer allocation void.

B. For preliminary plat maps and site plans that have been previously approved without water and sewer allocations prior to the adoption of this Ordinance, water and sewer allocations shall be based on the following allocation methodology:

(1) All preliminary plat maps and site plans that have been approved and are still valid as of the date of the adoption of this Ordinance shall be exempt from Section 191.92(A) unless the approved preliminary plat map or site plan is allowed to expire for any reason. Water and sewer allocations for previously approved and legally valid preliminary plat maps and site plans shall have priority over any preliminary plat maps and site plans not approved by the Town as of the date of the adoption of this Ordinance. Water and sewer allocations for unexpired preliminary plat maps and site plans under this code provision shall be allocated as follows:

(a) Each year, the Town of La Plata shall identify the maximum water and sewer capacity allocations to be devoted to previously approved preliminary plat maps and site plans that are valid.
(b) Water and sewer allocations shall be distributed by the Town to each previously approved preliminary plat map or site plan beginning with the oldest to the most recent until all such water and sewer allocations have been distributed by the Town of La Plata for each calendar year.
(c) Failure to begin using authorized water and sewer allocations within six years shall render the water and sewer allocations under this provision of the Ordinance null and void.

C. Once all previously approved preliminary plat maps and site plans have received their necessary water and sewer allocations under Section 191.92(B), water and sewer allocations required for the approval of new preliminary plat maps and site plans may be granted by the Town as provided in this Ordinance.

D. School capacity allocations shall be granted pursuant to Article IX (School Seat Allocation Policy) of the La Plata Municipal Code.

§ 191.93. Adequate public facilities study.

A. An Adequate Public Facilities Study (APFS) shall be prepared by qualified, independent, third parties, in conformance with the requirements of this Ordinance, and submitted as part of any preliminary plat map or site plan submittal to the Town for approval.

B. An APFS shall contain the following information:

(1) Background information describing the proposed development, its location, and the most current conditions of all public facilities that are regulated by this Ordinance.

(2) Analyses and identification of all anticipated project impacts and facility needs for water, sewer, and school seating capacity to serve the proposed development.

(3) As necessary, a proposed mitigation program to eliminate all anticipated environmental impacts caused by the development to enable the Town to provide sufficient water, sewage, and school seating capacity to serve the proposed development.

(4) Any other additional information deemed necessary by the Planning Director to adequately evaluate a project's impact(s) on the Town's water, sewage, and school seating capacity.

C. An APFS must address the incremental and cumulative impacts of a project that is to be developed in phases, including all incremental mitigation measures.

D. The Planning Commission shall review the APFS and other information submitted by the project

developer to determine if the level of public infrastructure exists or will exist to meet the standards of this Ordinance and whether the approval of the proposed development will be in the public interest.

E. The project applicant shall pay all the costs associated with the Town's review of an APFS in addition to all other applicable development fees in the Town's current fee schedule.

§ 191.94. Mitigation.

Creative development design measures are encouraged within each new development to reduce or eliminate impacts to the Town's water, sewage, and school seating capacity limits whenever possible. However, if the Planning Commission determines that one or more public facilities associated with water, sewage, or school seating capacity are not adequate, the Planning Commission shall deny the project or require sufficient development mitigation measures as follows:

A. Mitigation by the project developer is required to avoid exceeding water, sewer, and school seating capacity limits to enable the Town to provide sufficient public facilitates to support the developer's project and comply with all applicable provisions of the Town's Municipal Code and Maryland Department of the Environment permitting requirements, conditions, and regulations placed upon the Town. If the mitigation measures are considered infeasible to implement for a new development, the Town may accept an in-lieu fee equal to the developer's pro-rata share of the total estimated cost of their required mitigation measures for their project, as determined by the Chief Executive Officer of the Town.

B. If one or more mitigation measures are required for an approved development to comply with this Ordinance and those mitigation measures will be fully completed through a Town, County, or State approved capital improvement project before all Town issued development permits are finalized, the Town shall consider the required development mitigation measures necessary to comply with this Ordinance satisfied. However, if a Town, County, or State approved capital improvement project does not fully satisfy all mitigation measures required for an approved development to comply with this Ordinance, the developer shall be responsible for completing their pro-rata share of the remaining mitigation measures. Otherwise, the developer shall provide the Town an in-lieu fee equal to their pro-rata share of the total estimated cost for the remaining mitigation measures required for their project development, as determined by the Chief Executive Officer of the Town.

C. The Planning Commission shall review and have final approval of the proposed mitigation program for a proposed subdivision or site plan. A mitigation program shall include the type(s) of mitigation, the methods of mitigation, and time schedules, including project phasing, if applicable, for the successful implementation of the mitigation program.

D. A mitigation program shall be contained in a legally binding, adequate public facilities agreement between the project developer and the Town of La Plata, in a legal form approved by the Town Attorney.

E. A mitigation program shall run with the land. The deed or title for a property shall contain references to the mitigation program and be recorded with the Charles County Clerk to the satisfaction of the Planning Director.

§ 191.95. Bonding or surety.

A. The Planning Commission shall require bonding or surety as appropriate to cover the costs of the facilities and lands not under the project developer's ownership that are part of a mitigation program.

B. Upon default, the Town of La Plata has the authority to redeem the bonds or surety in addition to any other remedy provided by law.

§ 191.96. Standards, criteria, and procedures for adequate public facilities studies.

A. Except as may be stated elsewhere in this Ordinance, the Charles County Adequate Public Facilities Implementation Manual may be referenced for guidance to help support the successful implementation of this Ordinance. In no case shall the Charles County APFO Manual supersede any requirements of this Ordinance.

B. Upon recommendation by the Planning Commission, the Town Council shall consider approving any revisions to the adopted standards, criteria, and procedures for adequate public facilities.

C. The Town of La Plata shall be the sole provider of all water and sewer facilities for new and existing developments in Town. The Town will require developers to fund, construct, and provide bonding for all new or upgraded facilities deemed necessary for mitigation under this Ordinance. All new water and sewer facilities shall be dedicated by the project developer to the Town of La Plata, consistent with all applicable provisions of the Town's Municipal Code as determined by the Director of Public Works.

§ 191.97. Exemptions to Adequate Public Facilities Requirements

A. The provisions of this APFO Ordinance shall not apply to any development that, as of the effective date of this Ordinance, satisfies all of the following criteria:

(1) The property was subject to an Annexation Agreement executed on or before December 31, 1998, and recorded among the Land Records of Charles County, Maryland, regardless of any amendments to such agreement occurring after that date; and

(2) A preliminary plat map or site plan for the development has received Town approval and remains valid under applicable law.

(3) A development that satisfies both of the criteria in the above Sections A(1) and A(2) as of the effective date of this Ordinance shall be deemed vested for purposes of this Article and shall remain exempt from the requirements of Chapter 173, Article IX (School Seat Allocation Policy) and Chapter 191, Article X (Adequate Public Facilities Requirements) provided that such development proceeds in accordance with the approved preliminary plat map or site plan as well as any applicable vesting or expiration provisions of this Code.

B. Notwithstanding the foregoing in Section "A," above, any significant modification to an approved preliminary plat or site plan that results in an increase in residential density, non-residential square footage, or overall development intensity shall not be eligible for this exemption unless such modification independently satisfies the requirements of Chapter 173, Article IX (School Seating Allocation Policy) and Chapter 191, Article X (Adequate Public Facilities Requirements).

-End-

Chapter 191 - Zoning Regulations

Article X. - Adequate Public Facilities Requirements

§ 191.86. Purpose.

The purpose of adequate public facilities review is to:

A. Require developers to provide new, additional, or upgraded public facilities for water, sewage, ~~roads~~ and school seating capacity, when necessary, to ensure the Town's ability to provide adequate public facility levels to serve new developments without impacting the existing community.

B. Ensure that all proposed development will not adversely affect the public's health, safety, and welfare; and,

C. Encourage new development to occur in areas of the Town where public facilities are being provided.

§ 191.87. Adequate public facilities required.

A. Unless stated otherwise within this Ordinance, no preliminary plat maps or site plans shall be approved by the Town unless it can be demonstrated that the development will not impact the adequacy of the Town's public facilities to provide ~~the~~ adequate water, sewage, ~~roads~~ and school seating capacity to serve the development ~~and its environs~~, as specified in this Ordinance.

B. This Ordinance does not apply to minor residential subdivisions, minor site plans, and non-residential developments containing less than 1,200 square feet of gross floor area unless determined necessary by the Planning Director due to unique or unusual circumstances associated with the development and/or the surrounding environs of the development.

C. Unless exempted within this Ordinance, all preliminary plat maps and site plans submitted to the Town for approval shall be accompanied ~~with~~by an Adequate Public Facilities Study (APFS) pursuant to Section 191.93

§191.88. Roads.

(Reserved)

~~A. The traffic generated by a proposed development shall not reduce the level of service (LOS) at intersections or along roads below the standards established in this section.~~

~~B. This section does not apply to any development project that generates fewer than 35 peak-hour vehicular trips per day.~~

~~C. Roads shall be considered adequate to accommodate the projected vehicular traffic to be generated by a proposed development if:~~

(1) All existing traffic, the anticipated traffic for new development, and the cumulative traffic anticipated for previously approved developments within the environs of a new development can meet or can be adequately mitigated to meet the minimum Level of Service required for the roadways impacted by the new development. Traffic service levels at all intersections in the immediate vicinity of the project, as designated by the Planning Director, shall be defined by the Critical Lane Methodology or current edition of the Highway Capacity Manual published by the Transportation Research Board; or

(2) The Town, County, or State has programmed for construction, in a capital improvements plan or a similar plan, additional roads or road improvements, in combination with existing roads and intersections, to comply with the standards specified in this Ordinance. The programmed improvements must be scheduled to be completed at the time the proposed development will generate new vehicular trips.

(3) A sufficient public right-of-way width is provided to serve the volume of pedestrian and vehicular traffic to accommodate the development, including adequate road widths to facilitate vehicular mobility, maneuverability and on-street parking.

D. Levels of service.

(1) The established minimum level of service (LOS) for all roads and intersections in the Town of La Plata shall be LOS "C."

(2) If the existing LOS of any road is less than LOS "C," the roadway will be considered inadequate..

(a) To meet the minimum roadway Level of Service requirement, mitigation shall be applied by the developer to all affected roads serving the development, as determined by the Planning Director. Alternatively, the Planning Commission may require a proposed development to be scaled back so all impacted roadways meet the minimum required level of service (LOS "C"). The Planning Commission shall deny any development if inadequate roadway mitigation measures are not sufficient to comply with this Ordinance.

E. The determination of the Level of Service for a road shall consider the effects of existing traffic and traffic projected to be generated from new developments in the environs, as determined by the Planning Director, for which final subdivision plats and site plans have been approved as well as increases in through traffic and all traffic projected to be generated from the proposed development for a specified development completion year.

F. Unless exempted within this Ordinance, the project developer shall submit with their preliminary plat map or site plan, a preliminary Adequate Public Facilities Study (APFS) which indicates the development's anticipated vehicular trip generation rates, a list of existing roads and intersections that will be impacted by traffic to and from the development and the anticipated completion date of the proposed development. The Planning Director shall review the APFS to determine if it satisfies the standards adopted herein for the proposed development and shall add or delete roads or intersections necessary to evaluate the impact of the development.

§191.89. Schools.

See Section 173-92 under Article IX (School Seat Allocation Policy) of the La Plata Subdivision and Land Development Ordinance.

§191.90. Sewage system.

A. Pursuant to Title 9 of the Annotated Code of Maryland, new development can only be approved if there are adequate wastewater systems and supporting infrastructure. It is the intent of this chapter that new and/or expanded sewer systems serving new residential and non-residential developments shall not adversely impact the Town's ability to support it. Therefore, no site plan or subdivision plat shall be approved for any new or expanded development in La Plata unless the Town's new sewer system wastewater treatment plant and infrastructure serving any development in the Town of La Plata shall be approved unless there is has or will have sufficient sewer infrastructure capacity to accommodate support new development prior to its commencement.and support it by the Town. It is the intent of this Chapter to ensure that sewer infrastructure capacity serving existing residential and non-residential users are not adversely affected by the sewage capacity and infrastructure needs from new development.

B. Standard for Adequacy. The Town's sewage system shall be considered inadequate, and the development shall be deemed to create an adverse impact on the Town's ability to support the system, if the capacity required by the proposed development will cause the Town's wastewater treatment plant and its infrastructure when a development causes it to operate at or above a level higher than eighty percent (80%) of the plant's maximum capacity. This limitation is to ensure the Town maintains sufficient reserve capacity to account for system inefficiencies and short-term spikes in treatment demand. Eighty percent (80%) of sewage capacity shall be determined by multiplying the Town's treatment plant's design flow (MGD) by 0.80, then comparing that value to the facility's average daily wastewater flow.currently permitted capacity as authorized by the State of Maryland. If this standard is exceeded, the project shall not be approved unless adequate mitigation is provided in accordance with §191.94 (Mitigation).

C. The Town of La Plata shall publish on its website every six (6) months a sewage capacity report identifying the Town's current wastewater treatment plant capacity level and its remaining availability to serve new development. The most current wastewater capacity report shall be used as the authoritative reference source for determining a development's impact on the Town's wastewater capacity limit as part of any Adequate Public Facilities Study submitted to the Town.

§191.91. Water supply system.

A. Pursuant to Title 9 of the Annotated Code of Maryland, new development can only be approved if there is an adequate water supply and infrastructure to support it. Therefore, Nno preliminary plat map and or no site plan for any new or expanded development requiring water allocation from the Town of La Plata shall be approved unless there is or will be sufficient water supply to support the development prior to its commencement. It is the intent of this chapter that water supplies serving existing residential and non-residential users shall are not be adversely affected by the water useusage from new development.

B. Standard for Adequacy. The water supply system shall be considered inadequate, and the development shall be deemed to adversely affect the Town's ability to provide sufficient water, if the water demand projected to be generated by the proposed development will cause the Town to exceed eighty percent (80%) of its maximum permitted water authorization granted by the State of Maryland. If this standard is exceeded, the development shall not be approved unless adequate mitigation is provided in accordance with § 191.94 (Mitigation). The Town's water supply system is considered inadequate and a proposed development is considered to have an adverse impact on the Town's ability to provide sufficient water when the projected water demand from new development will cause the Town to reach or exceed eighty percent (80%) of its maximum water appropriation permit for

annual average daily withdrawal, as issued by the Maryland Department of the Environment. The 80% threshold is intended to ensure the Town maintains sufficient reserve capacity to account for water loss, system inefficiencies, and short-term spikes in water usage. Eighty percent (80%) of the Town's water allocation is calculated by multiplying the permitted annual average daily withdrawal limit by 0.80 and comparing that value to the Town's actual annual average daily water use. If the projected demand from a development causes this threshold to be exceeded, the development may not be approved unless adequate mitigation is provided in accordance with §191.94 (Mitigation).

~~B.~~C. The Town of La Plata shall publish on its website every six (6) months a water capacity report of the Town's water allocation usage for determining the remaining water ~~currently~~ availability to serve new development against its maximum water appropriations permit limit for average daily withdrawal. The most current water capacity report shall be used as the authoritative reference source for determining a development's impact on the Town's water supply as part of any Adequate Public Facilities Study submitted to the Town.

§ 191.92. Water, sewage, and school capacity allocations

A. Water and sewer capacity allocation shall be guaranteed to any approved preliminary plat map or site plan requiring such allocation for a period of ~~three~~ six (6) years after its original approval by the Town. Failure, for any reason, to obtain a building permit within ~~three~~ six (6) years to begin construction for a new building(s) under an approved site plan or preliminary plat map or for a new development~~, under an approved site plan,~~ shall render the water and sewer allocation ~~null and~~ void.

B. For preliminary plat maps and site plans that have been previously approved without water and sewer allocations prior to the adoption of this Ordinance, water and sewer allocations shall be based on the following allocation methodology:

(1) All preliminary plat maps and site plans that have been approved and are still valid as of the date of the adoption of this Ordinance shall be exempt from Section 191.92(A) unless the approved preliminary plat map or site plan is allowed to expire for any reason. Water and sewer allocations for previously approved and legally valid preliminary plat maps and site plans shall have priority over any preliminary plat maps and site plans not approved by the Town as of the date of the adoption of this Ordinance. Water and sewer allocations for unexpired preliminary plat maps and site plans under this code provision shall be allocated as follows:

(a) Each year, the Town of La Plata shall identify the maximum water and sewer capacity allocations to be devoted to previously approved preliminary plat maps and site plans that are valid.
(b) Water and sewer allocations shall be distributed by the Town to each previously approved preliminary plat map or site plan beginning with the oldest to the most recent until all such water and sewer allocations have been distributed by the Town of La Plata for each calendar year.
(c) Failure to begin using authorized water and sewer allocations within ~~three~~ six years shall render the water and sewer allocations under this provision of the Ordinance null and void.

C. Once all previously approved preliminary plat maps and site plans have received their necessary water and sewer allocations under Section 191.92(B), water and sewer allocations required for the approval of new preliminary plat maps and site plans may be granted by the Town as provided in this Ordinance.

D. School capacity allocations shall be granted pursuant to Article IX (School Seat Allocation Policy) of the La Plata Municipal Code.

§ 191.93. Adequate public facilities study.

A. An Adequate Public Facilities Study (APFS) shall be prepared by qualified, independent, third parties, in conformance with the requirements of this Ordinance, and submitted as part of any preliminary plat map or site plan submittal to the Town for approval.

B. An APFS shall contain the following information:

(1) Background information that describinges the proposed development, its location, and the most current conditions of all surrounding public facilities that are regulated by this Ordinance.

(2) Project generation information that identifies the peak, daily, vehicle trips and number of students generated by the project.

(3)(2) Analyses and identification of all anticipated project impacts and facility needs for water, sewer, roads and school seating capacity to serve the proposed development. and its environs.

(4) Identification of all proposed road classifications serving the proposed development including the public rights-of-way and vehicular road widths to demonstrate there will be sufficient vehicular mobility and maneuverability to accommodate the volume of pedestrian and vehicular traffic, including the allowance for on-street parking.

(3) As necessary, a proposed mitigation program to eliminate all anticipated environmental impacts caused by the development to enable the Town to provide the minimum, required, public facilitty levels for sufficient water, sewage, roads and school seating capacity to serve the proposed development. and its environs.

(5)(4) Any other additional information deemed necessary by the Planning Director to adequately evaluate a project's impact(s) on the Town's water, sewage, and school seating capacity.

C. An APFS required for roads shall include a traffic impact study, including traffic flow studies of the roads and intersections as approved by the Planning Director. The traffic flow studies shall determine, at a minimum, existing traffic, traffic projected to be generated from other proposed developments in the environs for which a site plan or preliminary plat map approval has been granted, projected increases in through traffic at the time of completion of the proposed development and traffic projected to be generated from the proposed development. The study shall comply with these standards or the Transportation Research Boards' standards for traffic impact studies. In addition, the APFS shall propose, as necessary, all traffic mitigation improvements that will achieve the required level of service for all roadways impacted by the proposed development.

D.C. An APFS must address the incremental and cumulative impacts of a project that is to be developed in phases, including all incremental mitigation measures.

D. The Planning Commission shall review the APFS and other information submitted by the project developer to determine if the level of public infrastructure exists or will exist to meet the standards of this Ordinance and whether the approval of the proposed development will be in the public interest.

E. The project applicant shall pay all the oosts associated with the Town's review of an APFS in addition to all other applicable development fees in the Town's current fee schedule.

§ 191.94. Mitigation.

Creative development design measures are encouraged within each new development to reduce or eliminate impacts to the Town's water, sewage, and school seating capacity limits whenever possible. However, if Upon determination by the Planning Commission determines that one or more public facilities

associated with water, sewage, ~~roads,~~ or school seating capacity are not adequate, the Planning Commission shall deny the project or require sufficient development mitigation measures as follows:

A. ~~A.~~ Mitigation by the project developer is required to avoid exceeding ~~eliminate all environmental impact(s) on~~ water, sewer, ~~roads~~ and school seating capacity limits to enable the Town to provide sufficient public facilitates to support the developer's project and comply with all applicable provisions of the Town's Municipal Code and Maryland Department of the Environment permitting requirements, conditions, and regulations placed upon the Town. If the mitigation measures are considered infeasible to implement for a new development, the Town may accept an in-lieu fee equal to the developer's pro-rata share of the total estimated cost of their required mitigation measures for their project, as determined by the Chief Executive Officer of the Town.

B. If one or more mitigation measures are required for an approved development to comply with this Ordinance and those mitigation measures will be fully completed through a Town, County, or State approved capital improvement project before all Town issued development permits are finalized, the Town shall consider the required development mitigation measures necessary to comply with this Ordinance satisfied. However, if a Town, County, or State approved capital improvement project does not fully satisfy all mitigation measures required for an approved development to comply with this Ordinance, the developer shall be responsible for completing their pro-rata share of the remaining mitigation measures. Otherwise, the developer shall provide the Town an in-lieu fee equal to their pro-rata share of the total estimated cost for the remaining mitigation measures required for their project development, as determined by the Chief Executive Officer fo the Town.

C~~B~~. The Planning Commission shall review and have final approval of the proposed mitigation program for a proposed subdivision or site plan. A mitigation program shall include the type(s) of mitigation, the methods of mitigation, and time schedules, including project phasing, if applicable, for the successful implementation of the mitigation program.

D~~C~~. A mitigation program shall be contained in a legally binding, adequate public facilities agreement between the project developer and the Town of La Plata, in a legal form approved by the Town Attorney.

E~~D~~. A mitigation program shall run with the land. The deed or title for a property shall contain references to the mitigation program and be recorded with the Charles County Clerk to the satisfaction of the Planning Director.

§ 191.95. Bonding or surety.

A. The Planning Commission shall require bonding or surety as appropriate to cover the costs of the facilities and lands not under the project developer's ownership that are part of a mitigation program.

B. Upon default, the Town of La Plata has the authority to redeem the bonds or surety in addition to any other remedy provided by law.

§ 191.96. Standards, criteria and procedures for adequate public facilities studies.

A. Except as may be stated elsewhere in this Ordinance, the Charles County Adequate Public Facilities Implementation Manual may be referenced ~~and used, as needed,~~ for guidance to help support the successful implementation of this Ordinance. In no case shall the Charles County APFO Manual supersede any requirements of this O~~o~~rdinance.

B. Upon recommendation by the Planning Commission, the Town Council shall consider~~, for~~ approving~~al,~~ any revisions to the adopted standards, criteria, and procedures for adequate public facilities.

C. The Town of La Plata shall be the sole provider of all water and sewer facilities for new and existing developments in Town. The Town will require developers to fund, construct, and provide bonding for all new or upgraded facilities deemed necessary for mitigation under this Ordinance. All new water and sewer facilities shall be dedicated by the project developer to the Town of La Plata, consistent with all applicable provisions of the Town's Municipal Code as determined by the Director of Public Works.

§ 191.97. Exemptions to Adequate Public Facilities Requirements

A. The provisions of this APFO Ordinance shall not apply to any development that, as of the effective date of this Ordinance, satisfies all of the following criteria:

(1) The property was subject to an Annexation Agreement executed on or before December 31, 1998, and recorded among the Land Records of Charles County, Maryland, regardless of any amendments to such agreement occurring after that date; and

(2) A preliminary plat map or site plan for the development has received Town approval and remains valid under applicable law.

(3) A development that satisfies both of the criteria in the above Sections A(1) and A(2) as of the effective date of this Ordinance shall be deemed vested for purposes of this Article and shall remain exempt from the requirements of Chapter 173, Article IX (School Seat Allocation Policy) and Chapter 191, Article X (Adequate Public Facilities Requirements) provided that such development proceeds in accordance with the approved preliminary plat map or site plan as well as any applicable vesting or expiration provisions of this Code.

B. Notwithstanding the foregoing in Section "A," above, any significant modification to an approved preliminary plat or site plan that results in an increase in residential density, non-residential square footage, or overall development intensity shall not be eligible for this exemption unless such modification independently satisfies the requirements of Chapter 173, Article IX (School Seating Allocation Policy) and Chapter 191, Article X (Adequate Public Facilities Requirements).

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-End-

173-23 Preliminary plat.

A. Purpose. The purpose of the preliminary plat is to require formal conditional approval of the subdivision in order to minimize changes and revisions which might otherwise be necessary on the final plat. The preliminary plat procedure is recommended but not required for minor subdivisions, provided that the final plat submitted contains all the information required for both the preliminary and final plat. The preliminary plat and all information and procedures relating thereto shall in all respects be in compliance with the provisions of these regulations.

B. Procedure.

(1) The applicant shall prepare and submit six (6) copies of the preliminary plat and application, along with the required fees, to the Chief Executive Officer. The Chief Executive Officer shall check the submission for completeness and general compliance with these regulations and other applicable regulations and ordinances. If the submission is not complete or not in general compliance, the Chief Executive Officer shall notify the applicant, in writing, and specify the respects in which it is deficient. If the submission is complete and in general compliance, the Chief Executive Officer shall refer the plat and application to the Town Council, Town Planning Commission, and any other official appropriately involved with the improvements on the plat and the provision of these regulations.

(2) At the first regular meeting following receipt of the reviews and comments of the Town Council and any other official appropriately involved with the improvements on the plat and provisions of these regulations, the Planning Commission shall evaluate the preliminary plat relative to these regulations and the reviews and comments received. The same evening or within one (1) month, the Planning Commission shall determine whether the preliminary plat meets the objectives and requirements of these regulations and shall notify the applicant, in writing, of the decision, the reasons for the decision, required changes and necessary improvement plans sufficient to show the proposed location, type, size, grade, elevation and other significant characteristics of improvements, including those related to improving unsuitable land.

(3) Approval of the preliminary plat shall constitute conditional approval of the subdivision but shall not constitute approval of the final plat. Approval of a preliminary plat shall be valid for not more than five (5) years unless a single one (1) year time extension is granted by the Planning Commission. Amended and additional conditions of approval may be authorized with the approval of any time extension request.

C. Drafting standards. The preliminary plat shall be clearly and legibly drawn or reproduced at a scale not less than one (1) inch equals one hundred (100) feet. Dimensions shall be in feet and fractions thereof, and bearings in degrees and minutes. Where any revision is made, or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned, and solid lines to show the presently proposed features.

D. Information. The preliminary plat shall show or be accompanied by the following information:

(1) The name of the subdivision.

(2) The name and address of the subdivider.

(3) The name and address of the engineer or surveyor.

(4) Graphic scale, true and grid North points, and the date of preparation.

(5) A location map, showing the entire tract and the relationship of the tract to the surrounding area.

(6) Topography by contours at vertical intervals of not more than five (5) feet.

(7) Zoning district classification [if there is more than one (1) classification, the dividing lines should be shown] on land to be subdivided and on adjoining lands.

(8) The names of adjoining property owners.

(9) Acreage to be subdivided.

(10) In case of re-subdivision, a copy of the existing plat.

(11) The location of streams, lakes, marshes, areas subject to flooding, and woodlands.

(12) Identification of trees fifteen (15) inches or more in diameter that are spaced more than thirty (30) feet apart, and the identification of such trees to be removed.

(13) The location of existing and platted property lines; the location, width and names of all platted streets, railroads, utility rights-of-way, easements, public areas and existing buildings or structures; existing sanitary sewers, water mains, drains and culverts or other underground facilities within the tract or within the right-of-way of boundary streets; and the location of these facilities in adjoining tracts if proposed for use or extension.

(14) The layout of streets, alleys and sidewalks or pedestrian bicycle facilities, with widths and grades noted, and street names.

(15) The layout of all lots, including the average and minimum lot size, lot divisions, building setback lines, and consecutive numbering.

(16) The location and dimensions of proposed sites to be dedicated or reserved for open space or recreational use.

(17) The location, size, and outlets of the drainage system.

(18) The location and size of sanitary sewers and water mains, and the location of utilities.

(19) The location and widths of all rights-of-way and easements created.

(20) A draft of proposed deed restrictions or covenants to be imposed and designation of the affected areas.

(21) A preliminary forest conservation plan as required by § 173-77 of this chapter, including the approved forest stand delineation, or a declaration of intent pursuant to § 173-72 of this chapter.

[Added 12-8-92 by Ord. No. 92-9]

E. The words "Preliminary Plat—Not to be Recorded" shall be shown on the plat.

DRAFT

173-23 Preliminary plat.

A. Purpose. The purpose of the preliminary plat is to require formal conditional approval of the subdivision in order to minimize changes and revisions which might otherwise be necessary on the final plat. The preliminary plat procedure is recommended but not required for minor subdivisions, provided that the final plat submitted contains all the information required for both the preliminary and final plat. The preliminary plat and all information and procedures relating thereto shall in all respects be in compliance with the provisions of these regulations.

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(1) The applicant shall prepare and submit six (6) copies of the preliminary plat and application, along with the required fees, to the Chief Executive Officer. The Chief Executive Officer shall check the submission for completeness and general compliance with these regulations and other applicable regulations and ordinances. If the submission is not complete or not in general compliance, the Chief Executive Officer shall notify the applicant, in writing, and specify the respects in which it is deficient. If the submission is complete and in general compliance, the Chief Executive Officer shall refer the plat and application to the Town Council, Town Planning Commission, and any other official appropriately involved with the improvements on the plat and the provision of these regulations.

(2) At the first regular meeting following receipt of the reviews and comments of the Town Council and any other official appropriately involved with the improvements on the plat and provisions of these regulations, the Planning Commission shall evaluate the preliminary plat relative to these regulations and the reviews and comments received. The same evening or within one (1) month, the Planning Commission shall determine whether the preliminary plat meets the objectives and requirements of these regulations and shall notify the applicant, in writing, of the decision, the reasons for the decision, required changes and necessary improvement plans sufficient to show the proposed location, type, size, grade, elevation and other significant characteristics of improvements, including those related to improving unsuitable land.

(3) Approval of the preliminary plat shall constitute conditional approval of the subdivision but shall not constitute approval of the final plat. Approval of a preliminary plat shall be valid for not more than ~~one (1) year~~ five (5) years unless ~~an~~ a single one (1) year time extension is granted by the Planning Commission. Amended and additional conditions of approval may be authorized with the approval of any time extension request.

C. Drafting standards. The preliminary plat shall be clearly and legibly drawn or reproduced at a scale not less than one (1) inch equals one hundred (100) feet. Dimensions shall be in feet and fractions thereof, and bearings in degrees and minutes. Where any revision is made, or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned, and solid lines to show the presently proposed features.

D. Information. The preliminary plat shall show or be accompanied by the following information:

(1) The name of the subdivision.

(2) The name and address of the subdivider.

(3) The name and address of the engineer or surveyor.

(4) Graphic scale, true and grid North points, and the date of preparation.

(5) A location map, showing the entire tract and the relationship of the tract to the surrounding area.

(6) Topography by contours at vertical intervals of not more than five (5) feet.

(7) Zoning district classification [if there is more than one (1) classification, the dividing lines should be shown] on land to be subdivided and on adjoining lands.

(8) The names of adjoining property owners.

(9) Acreage to be subdivided.

(10) In case of resubdivision, a copy of the existing plat.

(11) The location of streams, lakes, marshes, areas subject to flooding, and woodlands.

(12) Identification of trees fifteen (15) inches or more in diameter that are spaced more than thirty (30) feet apart, and the identification of such trees to be removed.

(13) The location of existing and platted property lines; the location, width and names of all platted streets, railroads, utility rights-of-way, easements, public areas and existing buildings or structures; existing sanitary sewers, water mains, drains and culverts or other underground facilities within the tract or within the right-of-way of boundary streets; and the location of these facilities in adjoining tracts if proposed for use or extension.

(14) The layout of streets, alleys and sidewalks or pedestrian bicycle facilities, with widths and grades noted, and street names.

(15) The layout of all lots, including the average and minimum lot size, lot divisions, building setback lines, and consecutive numbering.

(16) The location and dimensions of proposed sites to be dedicated or reserved for open space or recreational use.

(17) The location, size, and outlets of the drainage system.

(18) The location and size of sanitary sewers and water mains, and the location of utilities.

(19) The location and widths of all rights-of-way and easements created.

(20) A draft of proposed deed restrictions or covenants to be imposed and designation of the affected areas.

(21) A preliminary forest conservation plan as required by § 173-77 of this chapter, including the approved forest stand delineation, or a declaration of intent pursuant to § 173-72 of this chapter.

[Added 12-8-92 by Ord. No. 92-9]

E. The words "Preliminary Plat—Not to be Recorded" shall be shown on the plat.

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Sec. 191-13. Expiration.

A. Minor site plan approval shall expire five (5) years after the date of such approval unless a building permit has been issued and active construction has begun for the project. If a minor site plan is submitted as an amendment to a major site plan the amendment will be governed by the major site plan's expiration. A single one (1) year extension may be given by the Chief Executive Officer upon written request by the applicant to be made within thirty (30) days before the expiration of the minor site plan. The Chief Executive Officer shall act on the request within thirty (30) days of receipt of the request. Amended and additional conditions of approval for the minor site plan are authorized with the approval of any time extension request.

B. Major site plan approval shall expire five (5) years after the date of Planning Commission approval unless a building permit has been issued and active construction has begun for the project. A single one (1) year extension may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the major site plan. Amended and additional conditions of approval are authorized with the approval of any time extension request for a major site plan. The Chief Executive Officer shall bring the request before the Planning Commission on the next available meeting date.

C. Approval of the Master Site Development Plan shall expire after five (5) years after the date of town council approval unless a permit, preliminary subdivision, or site plan has been submitted for review. After such time, the MSDP will be null and void. A total of three (3) two (2) year extensions may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the approved Master Site Development Plan.

(Ord. No. 20-09, § 2, 9-28-2020, eff. 10-13-2020)

DRAFT

Sec. 191-13. Expiration.

A. Minor site plan approval shall expire ~~one (1) year~~ five (5) years after the date of such approval~~s~~ unless a building permit ~~or an occupancy permit~~ has been ~~submitted~~ issued and active construction has begun for the project. If a minor site plan is submitted as an amendment to a major site plan the amendment will be governed by the major site plan's expiration. A single one (1) year extension may be given by the Chief Executive Officer upon written request by the applicant to be made within thirty (30) days before the expiration of the minor site plan. The Chief Executive Officer shall act on the request within thirty (30) days of receipt of the request. Amended and additional conditions of approval for the minor site plan are authorized with the approval of any time extension request.

B. Major site plan approval shall expire ~~two (2)~~ five (5) years after the date of Planning Commission approval unless a building permit~~s have~~ has been ~~obtained~~ issued and active construction has begun for the project. ~~for construction in accordance therewith~~. A single one (1) year extension may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the major site plan. Amended and additional conditions of approval are authorized with the approval of any time extension request for a major site plan. The Chief Executive Officer shall bring the request before the Planning Commission on the next available meeting date.

C. Approval of the Master Site Development Plan shall expire after five (5) years after the date of town council approval unless a permit, preliminary subdivision, or site plan has been submitted for review. After such time, the MSDP will be null and void. A total of three (3) two (2) year extensions may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the approved Master Site Development Plan.

(Ord. No. 20-09, § 2, 9-28-2020, eff. 10-13-2020)

DRAFT

TOWN OF LA PLATA
Town Council Minutes
March 10, 2026, 6:00 PM
Regular Meeting
Council Chambers, La Plata Town Hall
305 Queen Anne St.
La Plata MD

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Patrick McCormick
Councilman Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT:

TOWN STAFF: Chuck Stevens, Town Manager
Michelle Miner, Assistant Town Manager
Monica Kennedy, Director of Human Resources (virtual)
Karina Larsen, Town Treasurer
Mike Payne, Major
Kelly Phipps, Director of Legislative Services
Shelby Pritchett, Town Clerk

GUESTS:

1. Call to Order

1.1. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

Join on your computer, mobile app, or room device.

Join the meeting now

Meeting ID: 271 095 028 035 62
Passcode: vp3Sh6j2
(Calendar Year 2026)

Mayor James called the meeting to order at 6:00 PM.

1.2. Roll Call

The Town Clerk conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Councilman Guttenberg moved to amend the agenda to include additional discussion on HB 1142 at the top of New Business for consideration of Resolution 26-17.
Moved By: Paul Guttenberg, seconded by Tyjon Johnson.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

2. Consent Agenda

Councilman Guttenberg moved to approve the consent agenda as presented.
Moved By: Paul Guttenberg, seconded by Gregory Sampson.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

2.1. Adoption of Resolution 26-12 Public Works Department Compact Track Loader Purchase

2.2. Adoption of Resolution 26-13 Extension of Town Sewer Service on La Plata Parkway - Award of Contract

2.3. Adoption of Resolution 26-14 Centennial Plaque Program

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

No public speakers were present at this meeting.

3.2. Transmission of Proposed Fiscal Year 2027 Operating and Capital Budget

The Town Manager provided a high-level budget overview to the Town Council and answered questions ahead of the scheduled Town Council Special Meeting for budget review on March 17, 2026.

4. Matters for Council Discussion

4.1. **This agenda item was added during agenda item 1.4, Approval of the Meeting Agenda** Town Council support of Maryland General Assembly House Bill 1142

The Town Council reached a consensus to proceed with legislation.

5. Legislation

5.1. **This agenda item was added during agenda item 1.4, Approval of the Meeting Agenda** Resolution 26-17 Modernization of County and Municipal Revenue Sources (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Modernization of County and Municipal Revenue Sources

FOR the purpose of supporting Maryland General Assembly House Bill 1142 (HB1142), establishing a Task Force to Modernize County and Municipal Revenue Structures.

Councilman Guttenberg moved to adopt Resolution 26-17 as presented.
Moved By: Paul Guttenberg, seconded by Tyjon Johnson.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

6. New Business

6.1. Town Manager's Operational Report (Written Only)

6.2. Treasurer's Report (Written Only)

6.3. Cash Disbursement Report (Written Only)

6.4. Reports from the Mayor and Town Council

The Mayor and Town Council reported on activities in their respective boards and commissions, and on current and upcoming events and activities in the town.

7. Adjourn

7.1. Adjournment

Mayor James adjourned the meeting at 7:20 PM.

Submitted by:

_____

Shelby Pritchett, Town Clerk

COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-17

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**March 10, 2026**
Date Adopted:	**March 10, 2026**
Date Effective:	**March 10, 2026**

A RESOLUTION concerning

Modernization of County and Municipal Revenue Sources

FOR the purpose of supporting Maryland General Assembly House Bill 1142 (HB1142), establishing a Task Force to Modernize County and Municipal Revenue Structures.

* * * * * * * * * * * * * * * * * *

WHEREAS, the Town of La Plata provides essential frontline services to its residents, including community planning, public safety, water and sewer infrastructure, sanitation, and stormwater management, all of which rely on stable and diversified revenue streams; and

WHEREAS, municipal governments are facing unprecedented inflationary pressures on construction materials, fuel, and labor, alongside increasing state-mandated costs, making the need for modern and flexible revenue sources more urgent than ever; and

WHEREAS, Maryland's municipalities are primary drivers of economic activity and tourism in the State, yet the current tax structure fails to reinvest a fair share of the wealth generated within municipal borders back into the local infrastructure that supports that very growth; and

WHEREAS, Maryland is one of only six states that fails to share tax revenue from the sale of goods or services with local governments or allow those governments to collect it themselves, creating an over-reliance on property taxes; and

WHEREAS, the current local revenue structure in Maryland has not been comprehensively updated in decades and does not reflect the modern shift toward a service- and digital-based economy; and

WHEREAS, the proposed Task Force would provide a data-driven, non-partisan forum to study these inequities and recommend solutions that ensure municipal governments can remain fiscally resilient without overburdening local property owners.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of La Plata, Maryland, that

1. **Support for Legislation:** The Town of La Plata formally supports the passage of Maryland General Assembly House Bill 1142 and urges the House Ways and Means Committee and the Senate Budget and Taxation Committee to issue a Favorable Report; and

2. **Communication of Resolution:** A copy of this resolution shall be transmitted to:
    1. Senator Arthur Ellis, District 28
    2. Delegate Edith J. Patterson, District 28
    3. Delegate Debra Davis, District 28
    4. Delegate C.T. Wilson, District 28
    5. Staff at the Maryland Municipal League

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ADOPTED AND APPROVED by the Council of the Town of La Plata on this 10th day of March, 2026.

SEAL:

MAYOR AND COUNCIL
TOWN OF
LA PLATA
MARYLAND
INCORPORATED 1888

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

Paul C. Guttenberg, Councilman

Patrick McCormick, Councilman

Gregory Sampson, Jr., Councilman

Tyjon C. Johnson, Councilman

ATTEST:

Shelby Pritchett
Town Clerk

Date 10 March 2026

TOWN OF LA PLATA
Town Council Minutes
March 17, 2026, 8:00 AM
Special Meeting - Budget Work Session
Council Chambers, La Plata Town Hall
305 Queen Anne St.
La Plata MD

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Patrick McCormick
Councilman Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT:

TOWN STAFF: Chuck Stevens, Town Manager
Michelle Miner, Assistant Town Manager
Kelly Phipps, Director of Legislative Services
Monica Kennedy, Director of Human Resources
Don Dooley, Director of Planning
Karina Larsen, Town Treasurer
Martha Tennison, Accounting Manager
Colleen Wilson, Procurement and Asset Manager
Aaron Mosrie, Director of Inspections
Matt Norris, Acting Chief of Police
Wilson Cochran, Director of Public Works
Kirk Parks, Wastewater Superintendent
Shelby Pritchett, Town Clerk

GUESTS:

1. Call to Order

1.1. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

Join on your computer, mobile app, or room device.

Join the meeting now

Meeting ID: 271 095 028 035 62
Passcode: vp3Sh6j2
(Calendar Year 2026)

Mayor James called the meeting to order at 08:00 AM.

1.2. Roll Call

The Town Clerk conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Councilman Johnson moved to approve the agenda as presented.
Moved By: Tyjon Johnson, seconded by Paul Guttenberg.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

2. Department Budget Briefings

2.1. Budget Intro, Fees and Tax Rate Assumptions, General Fund Summary

Mayor James, the Town Manager, and the Town Treasurer provided introductions to the budget, fees, tax rate assumptions, and a general fund summary. The Town Manager and Town Treasurer answered initial budget questions from the Council.

2.2. Administration & Community Promotions
Legislative
Human Resources

The Assistant Town Manager gave a brief overview of administration, community promotions, information technology, and general service statuses and funding needs. The Town Manager and Assistant Town Manager addressed questions regarding IT capital projects and Operation CleanUp.

The Director of Legislative Services provided a department overview, including budgetary details, and addressed the Council's questions regarding the next community surveys, Keep La Plata

Beautiful, ADA compliance, and legal fees.

The Director of Human Resources provided a departmental overview of budgetary details and addressed the Council's questions on leave sellback, compensation studies, employee benefits, health exam expenses, and attorney fees. The Town Manager and Director of Human Resources acknowledged a need for staff to come back to Council with more information on compensation studies.

Mayor James departed to support a community ribbon-cutting event at 8:19 AM, citing Councilman Tyjon Johnson as Mayor Pro Tem and Presiding Officer of the meeting until Mayor James returned at 8:56 AM.

2.3. Break

The Town Council and staff recessed for a 13-minute break before continuing the meeting.

2.4. Finance
Planning
Code Enforcement

The Town Treasurer presented the Finance Department budget, addressing questions from the Council and Town Manager on budgeting applications, AI integration, Local Government Insurance Trust (LGIT), contract services, capital projects, fuel expenses, staffing, paperless billing, fringe benefits, LaPlata Community Foundation Grants, and legal fees.

The Director of Planning provided a department overview, including FY2027 budgetary details, and addressed the Council's questions on funds to address pedestrian safety, land use contracts, Historic Preservation Commission expenses, staffing, major site plans, and the Adequate Public Facilities Ordinance.

The Director of Code Enforcement provided a department overview, including FY2027 budgetary details, and addressed the Council's questions on Plan Check, Town Code, burn ordinances, false alarms, community cleanliness, police assistance, professional certifications, and additional staffing needs.

2.5. Lunch

Council and staff recessed for lunch immediately following the completion of the Work Force Compensation discussion at 12:02 PM, and the meeting resumed at 12:33 PM.

2.6. Work Force Compensation
LPPD

The Director of Human Resources presented on Work Force Compensation and FY 2027 budgetary impacts, answering questions from the Council on market increases, service recognition programs, leave sellback, new positions, performance appraisals, bonuses, retention, legacy

positions, and pay scales. The Town Manager and Director of Human Resources acknowledged that staff owes Council a draft org chart.

The Chief of Police provided a departmental overview, including FY2027 budgetary details, addressing questions from the Council on staffing, overtime hours, call logging, agency service duplicity, CODY software and crime types.

2.7. Break

The Town Council and staff recessed for a 17-minute break before continuing the meeting.

2.8. Public Works
Waste Water
Capital Improvement Plan

The Director of Public Works provided a departmental overview, including FY2027 budgetary details, and answered questions from the Council on staffing, facilities, salary matching for public works staff in arduous duties roles, parks, response times, and Highway User Revenue (HUR). The Town Manager and Director of Human Resources acknowledged a need for staff to provide ideas and recommendations on additional compensation for public works staff.

The Stormwater Utility Manager provided a brief overview of duties and FY2027 budgetary details, answering questions from the Council on Mason's Law, legal fees, easements, and major drainage projects.

The Wastewater Superintendent provided a departmental overview, including FY2027 budgetary details, and answered questions from the Council on overtime, staffing, meter upgrades, retention, trainee partnerships, fees, and upcoming major projects.

The Town Manager, Director of Public Works & Wastewater Superintendent addressed the Council's questions on capital improvement projects, including the Dorchester Community Center, La Plata Firehouse, Wills Park, La Plata Bikeway, southwest access management, roll-down vehicles, trash truck replacement, street paving, lead service line study, Wills Park amphitheater, new police facility, comprehensive master facility study. The Director of Public Works acknowledged the request for a prioritized list to address park upgrades needed. The Town Council reached a consensus not to go forward with the Wills Park amphitheater; Mayor James declined to answer due to not enough information.

2.9. Wrap Up, Next Steps

The Town Manager and Martha Tennison provided a brief summary of the responses and follow-up tasks that staff owe to Council based on the day's budget discussions.

3. Adjourn

3.1. Adjournment

Mayor James adjourned the meeting at 4:13 PM.

Submitted by:

_____

Shelby Pritchett, Town Clerk

TOWN OF LA PLATA
Town Council Minutes
March 24, 2026, 6:00 PM
Regular Meeting
Council Chambers, La Plata Town Hall
305 Queen Anne St.
La Plata MD

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Patrick McCormick
Councilman Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT:

TOWN STAFF: Chuck Stevens, Town Manager
Michelle Miner, Assistant Town Manager
Monica Kennedy, Director of Human Resources (virtual)
Matt Norris, Chief of Police
Mike Payne, Major
David Roys, Lieutenant
Kelly Phipps, Director of Legislative Services
Shelby Pritchett, Town Clerk

GUESTS: Lloyd Jansen, Deputy Director, Charles County Public Library
Shannon Bland, Development Manager, Charles County Public Library
Angelica Jackson, Chief Executive Officer, Phoenix International
Monique Walker, Councilor, Maryland State Arts Council

1. Call to Order

1.1. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

Join on your computer, mobile app, or room device.
Join the meeting now

Meeting ID: 271 095 028 035 62
Passcode: vp3Sh6j2
(Calendar Year 2026)

In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

Mayor James called the meeting to order at 6:00 PM.

1.2. Roll Call

The Town Clerk conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Councilman Johnson moved to approve the agenda as presented.
Moved By: Tyjon Johnson, seconded by Patrick McCormick.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

2. Consent Agenda

Councilman Guttenberg moved to approve the consent agenda as presented.
Moved By: Paul Guttenberg, seconded by Gregory Sampson
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

2.1. Approval of Minutes from Regular Meeting on February 10, 2026, and February 24, 2026.

2.2. Planning Commission Appointment - Ford

2.3. Finance Commission Appointment - Dickerson

2.4. Adoption of Resolution 26-16 Public Works Department Replacement Work Truck Purchase

2.5. Adoption of Resolution 26-18 Town Hall Groundskeeping Services -- Award of Contract

2.6. Adoption of Resolution 26-19 Online Payment Platform

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

Hugh Mitchell spoke on the topic of the MD Route 6 streetscape project.

3.2. Introduction of La Plata Police Department Officers

Chief Norris introduced two newly promoted officers to the Town Council and the public.

4. Matters of Council Discussion

4.1. Charles County Public Library - Request for Letter of Support

Lloyd Jansen and Shannon Bland from Charles County Public Library gave a brief description of their requested letter of support and answered questions from the Town Council. The Town Council reached a consensus to approve and provide the letter of support.

4.2. Phoenix International, Inc. - Request for Letter of Support

Angelica Jackson from Phoenix International, Inc., and Monique Walker from the Maryland State Arts Council gave a brief description of their requested letter of support and answered questions from the Town Council. The Town Council reached a consensus to decline to issue a letter of support. Councilman Sampson voted to approve the letter of support.

4.3. Budget Work Session Follow-up

The Town Manager provided detailed updates on the Town Council's feedback from the budget meeting.

5. New Business

5.1. Reports from the Mayor and Town Council

The Mayor and Town Council reported on activities in their respective boards and commissions, and on current and upcoming events and activities in the town.

5.2. Notification to Council of Public Office Candidates (Written Only)

5.3. Future Agenda Forecast (Written Only)

6. Adjourn

6.1. Adjournment

Mayor James adjourned the meeting at 7:15 PM.

Submitted by:

_____

Shelby Pritchett, Town Clerk

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0511

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Chuck Stevens, Town Manager
DEPARTMENT:	Executive
TYPE:	Work Session / Council Direction
SUBJECT:	Review of Governance Documents – Town Council Rules of Procedure, Code of Civility, and Anti-Harassment Policy for Elected Officials

BACKGROUND:

At the direction of the Town Council, staff incorporated changes to the Town's foundational governance documents to provide updates to reflect current practices, legal standards, and community expectations. The documents presented for Council's review establish the standards of conduct, procedural rules, and professional expectations that guide the Town Council and their interactions with staff and the public.

The documents presented for Council's consideration are the Town Council Rules of Procedure, the Code of Conduct for Elected Officials, and a Resign to Run Ordinance. Updated versions of each document are included as attachments to this item.

All documents have been reviewed for legal sufficiency.

FISCAL IMPACT:

This item has no direct fiscal impact. Any costs associated with the review and drafting of updated governance documents have been absorbed within existing staff resources and budgeted operational expenditures.

STRATEGIC PLAN ALIGNMENT:

This initiative supports Goal #1 – Good Governance of the Town's 2022 Strategic Plan, which calls on the Town to serve as a responsible steward of community trust by ensuring fair and transparent decision-making processes and maintaining and enforcing existing plans and policies.

SUSTAINABILITY CONSIDERATIONS:

Clear governance standards promote institutional stability, public trust, and long-term organizational health – foundational elements of a socially sustainable local government. This initiative supports the Town's commitment to equitable, accountable, and transparent public service.

ADA CONSIDERATIONS:

The governance documents under review do not implicate physical accessibility requirements. Council meetings and public proceedings remain subject to applicable ADA requirements governing public participation and accessibility of Town facilities and communications.

RECOMMENDED ACTION:

Staff recommends that the Town Council adopt Ordinance 26-05, "Anti-Harassment Policy for Elected Officials," Resolution 26-21, "Revision of Town Council Rules of Procedure," and Resolution 26-25, "Code of Civility."

ATTACHMENTS:

1. Draft Anti-Harassment Policy for Elected Officials
2. Draft Revised Town Council Rules of Procedure
3. Draft Code of Civility

Town of La Plata
Town Council
Rules of Procedure

Revised April 28, 2026

Introduction

The rules of procedure were designed and adopted for the benefit and convenience of the Council of the Town of La Plata (Town Council) and are intended to describe the rules and guidelines by which the Council operates. Additionally, the rules of procedure will help the Council conduct its affairs in a timely and efficient manner and serve as a quick reference for resolving policy and procedural questions during meetings. The rules of procedure do not supersede the provisions of the Town Charter or Code of Ordinances and do not create substantive rights for third parties or participants in proceedings before the Town Council. Further, the Town Council reserves the right to suspend or amend the rules of procedure whenever a majority of Town Council decides to do so. The failure of the Town Council to strictly comply with the rules of procedure shall not invalidate any action of the Town Council.

The rules of procedure may be reviewed and adopted annually and following an election year, at the organization meeting of Town Council in May. Revisions to the rules of procedure may be proposed and adopted during any regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council and become effective upon adoption.

Section	Topic	Page
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3	Officers and Employees	4
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SECTION 1 – PURPOSE AND BASIC PRINCIPLES

Section 1-1. Purpose of Rules of Procedure

A. To enable the Town Council to transact business fully, expeditiously, and efficiently while affording every opportunity to citizens to witness the operations of government;

B. To protect the rights of each individual Town Council Member;

C. To preserve a spirit of cooperation among Town Council Members;

D. To determine the will of the Town Council on any matter; and

E. To further advance the core values outlined in the Town of La Plata's Strategic Plan

Section 1-2. Basic Principles Underlying Rules of Procedure

A. The business of the Town Council should proceed in the most efficient manner possible;

B. Town Council's rules of procedure must be followed consistently;

C. Town Council's actions should be the result of a decision on the merits and not a manipulation of the procedural rules;

D. Only one subject may claim the attention of Town Council at one time;

E. Each item presented for consideration is entitled to full and free discussion;

F. Every Town Council Member has equal rights to participate and vote on the issues;

G. Every Town Council Member must have equal opportunity to participate in decision making;

H. The will of the majority must be carried out; and the rights of the minority must be preserved; and

I. The Town Council must act as a body.

SECTION 2 – MEETINGS

Section 2-1. Adoption of an Annual Calendar and Meeting Schedule

The time and place of the meetings of the La Plata Town Council shall be established annually with the adoption of a resolution and calendar that sets forth the regular meetings (which may include scheduled and advertised public hearings), Town Hall meetings, and other standing meetings, where applicable.

Regular meetings and public hearings. In general, regular meetings of the Town Council, which may include scheduled and advertised public hearings, will be held on the second, and fourth Tuesday of each month beginning at 6:00 p.m. in the Council Chambers, located on the first floor at Town Hall. Under exceptional or extenuating circumstances, Town Council meetings may convene virtually. Regular meetings and public hearings are live streamed via the online meeting platform specified on the Town's website and meeting agenda.

Town Hall meetings. The La Plata Town Council may host Town Hall meetings each year with the location and topic of discussion announced prior to the event. The location and topic will be influenced by current Town events, projects, and priorities.

Section 2-2. Special Meetings

The Town Council may schedule special meetings as it deems necessary with the dates and time adopted as part of the annual calendar or announced in accordance with all legal requirements. Special meetings shall be called by the Town Clerk upon the written request of the Mayor, a majority of the members of the Town Council, or the Chief Executive Officer; no business shall be transacted at a special meeting but that for which it shall be called, unless the Town Council agrees unanimously to consider such action.

Section 2-3. Pre-Organizational Meeting

In those years in which Town Council elections are held, the Town Council, including members-elect of the body, may meet in a work session prior to the organizational meeting to discuss appointments as members of or liaisons to committees, boards, commissions and multijurisdictional agencies. During the discussion of the full Town Council, consideration will be given to a Town Council Member's level of interest, experience, his or her specific schedule, and the location, time, and frequency of the meeting(s).

Section 2-4. Organizational Meeting

In those years in which Town Council elections are held, an organizational meeting of the Town Council shall be held on the second Monday in May. The purpose of the organizational meeting shall be the appointment of Town Council Members as members of or liaisons to committees, commissions, boards and multijurisdictional agencies, the appointment of Mayor Pro Tem and the conduct of such organizational business as may come before the Council.

Appointments of Council Members shall be announced by the Mayor at the organizational meeting and shall become effective when approved by a vote of Town Council. If desired, the Town Council may review appointments on an annual basis.

The Town Council will acknowledge and adopt the Rules of Procedure at its organizational meeting.

Section 2-5. Rescheduling of Meetings

In the event of circumstances preventing the conduct of a regularly scheduled meeting, the Town Council may reschedule such meetings, unless already otherwise indicated on the adopted annual calendar. Appropriate notifications regarding rescheduling of meetings will be made in accordance with the Open Meetings Act.

SECTION 3 – OFFICERS AND EMPLOYEES

Section 3-1. Mayor

The Mayor shall serve as presiding officer over all meetings of the Town Council and perform such other duties as may be prescribed by the Charter and Town Code or general law.

The Mayor shall have the right to vote on matters before the Town Council.

The Mayor Pro Tem serves as presiding officer in the absence of the Mayor. In the case of the absence from any meeting of the Mayor and Mayor Pro Tem, the members of the Town Council present shall choose one of their number as temporary presiding officer.

Section 3-2. Town Manager

The Town Council shall appoint a Town Manager who shall be chosen in conformity with the provisions of the Charter and who shall exercise the powers and discharge the duties required of him/her, subject to the approval of the Town Council. The Town Manager shall exercise administrative supervision and control over all departments of the Town government and have general supervision over all improvements, works, and services.

The Town Manager shall attend all meetings of the Town Council, unless otherwise excused by Town Council, and shall recommend to the Town Council, for adoption, such measures as he/she may deem expedient or necessary.

Section 3-3. Town Clerk

The Town Clerk shall serve as the Clerk to the Council and shall attend every open meeting of the Town Council, unless otherwise excused by the Town Manager. The Town Clerk shall maintain an accurate account of the proceedings of the Town Council, including all motions and subsequent votes, which shall be conducted and recorded in compliance with legal requirements.

Statements to be Included in the Minutes. Any member of the Town Council who wishes to have a statement or comment included in the minutes shall make that known prior to making the statement and shall provide the Town Clerk with a written copy of his or her statement.

Section 3-4. Department Heads

The head of any department, or any officer or employee of the Town when requested by the Town Council or the Town Manager, shall attend any regular, adjourned or special meeting and confer with the Town Council on matters relating to the Town.

SECTION 4 – THE AGENDA

Section 4-1. Publishing the Agenda

At the direction of the Town Manager, the Town Clerk shall be responsible for the publication of agendas for all noticed and scheduled meetings of the Town Council.

Section 4-2. Adding Items to the Agenda

The Town Clerk, in collaboration with the Town Manager, shall prepare a proposed agenda to review with the Mayor prior to the scheduled Town Council meeting. Any Town Council Member or Department Head that would like to add items to the proposed agenda should submit such items to the Town Manager at least seven (7) business days before the meeting. Materials that will accompany the agenda item shall be provided to the Town Clerk no later than noon on the Thursday prior to the scheduled meeting. Last-minute submissions are discouraged but may be added to a meeting agenda, where applicable, subject to a vote of the Town Council at the meeting approving a change [addition] to the published agenda. This will allow Council consideration of a matter that requires action expeditiously but was not known in time to be presented during the normal agenda development process.

When an individual Town Council Member requests an agenda item be added pursuant to this Section, such item shall be placed on the agenda of the first regular meeting of the month for discussion only. The Town Council Member must submit the request and all related documentation to the Town Manager at least seven (7) business days prior to the first regular meeting of the month.[1] During this initial discussion, the Council shall determine, by consensus, whether there is sufficient interest to move forward with the proposed item. At the discretion of the presiding officer, discussion time may be limited to 3 minutes per council member to ensure an orderly and efficient meeting. Following discussion, if the Council determines there is interest to proceed, the Council may take action, including but not limited to: referral to a Town Council committee; referral to the Town Manager for development by Town staff; or placement on a future Council regular agenda for further consideration and action.

Section 4-3. Distribution of the Agenda

The Town Clerk shall publish agendas and related materials (the agenda packet) to the Town's website in a timely manner to allow the public and elected officials time to review.

The agenda packet for meetings held on a Tuesday will be published before noon on the Friday prior to the meeting date. If key information is outstanding, the Town Manager may delay the publication of the packet or reschedule agenda items.

Section 4-4. Town Council Approval of Agenda and Consent Agenda

[1] Any background information or summaries provided by an individual Council member for an agenda item shall be clearly marked with a disclaimer such as "not staff product" or "by request". The Town Manager will provide the materials to the Director of Legislative Services, who will ensure compliance, with review by the Assistant Town Manager and Town Manager.

A. At the beginning of every regular meeting the Town Council will have the opportunity to review items on the agenda and, if necessary, the consent agenda to approve or remove items from the agenda.

B. In the case of the consent agenda, unless one or more members of the Town Council has a reason to discuss and/or debate one or more items, contents of the Consent Agenda will be voted on collectively. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the majority of the Town Council.

C. Under no circumstances can anything be added to or removed from the agenda after the Town Council has voted to accept the agenda for that meeting.

SECTION 5 – ORDER OF BUSINESS FOR COUNCIL MEETINGS

Section 5-1. Order of Business

A. The order of business for the regular Town Council meeting will be established in a written agenda and may include the following: Approval of Agenda; Consent Agenda; Community and Staff Presentations; Reports of the TownCouncil; Staff Reports; Ordinances and Resolutions; Unfinished and New Business; Awards and Acknowledgements; Public Comment; Closed Meetings; Public Hearings; and other pertinent business of the Town Council.

B. During Town Council Reports, there will be no direct question-and-answer period directed at staff.

C. The order of business for any special Town Council meeting will be established in a written agenda and may include the following: Ordinances and Resolutions, Action Items, Public Hearings, Closed Meetings, and other pertinent business of the Town Council.

Section 5-2. Public Comment Participation

A. No person, other than a member of the Town Council, Town Manager, or Town Attorney, shall have the right to discuss any matter in a meeting of the Town Council, unless by consent of a majority of the Council, or when that person is scheduled to appear before the Council on an agenda item.

B. The public comment participation portion of the agenda is set aside for those individuals who wish to address the Town Council for no more than three (3) minutes each. Individuals may not yield their time to other speakers. Individuals need not give prior notice to the Town to speak during the public comment participation portion of the agenda.

C. Public comment participation shall be for the purpose of allowing members of the public to address any Town business; however, public comment participation is not intended to serve as a forum for debate with the Council.

Section 5-3. Public Hearings

A. Public hearings before the Town Council may be scheduled for any regular or special meeting of Council and require at least fifteen (15) days' notice in a newspaper of general circulation in the Town, or as may be required by Town Code or state law.

B. Promptly at the hour set on the day of the public hearing, the members of the Council, the Town Clerk, the Chief Executive Officer, any relevant Town Staff, the Applicant/Petitioner, and those members of the public who wish to address the Town Council shall appear in person in the Council Chambers.

C. The procedures for public hearings are as follows:

1. Call to Order
2. Review of Public Notices
3. Recommendations:
   a. Summary of Town Staff report and recommendation and/or;
   b. Planning Commission Recommendation
4. Applicant/Petitioner presentation and testimony
5. Questions by the Town Council. [The Town Council may ask questions of the Applicant/Petitioner or Town staff.]
6. Written documents are entered into the record.
7. Speakers (signed up) are called on by the presiding officer. At the discretion of the presiding officer, time may be limited to 3 minutes and may not be yielded.
8. Additional questions by Town Council.
9. When the hearing is concluded, the Town Council will not hear further comments or questions during the meeting. If the record is kept open for a specific number of days, written comments should be submitted, by the deadline, and to the attention of the Town Clerk, in person at Town

Hall, or email legislative@townoflaplata.org.

D. The following provisions shall be applied to Applicant/Petitioners and their agents who cannot participate in person due to exceptional or extenuating circumstances.

1. On or before the day of a meeting, an Applicant/Petitioner or the agent of an Applicant/Petitioner who wishes to participate through electronic means when an in-person meeting has been scheduled must notify the presiding officer that the member is unable to attend the meeting in person.

2. Following receipt of notification as required by paragraph 5-4(D)(1), remote participation by electronic communication is authorized if the Town Clerk makes arrangements for the voice of the remote participant to be heard by all persons who wish to participate or attend utilizing electronic means.

3. At the start of the meeting, the presiding officer shall advise the Town Council of the request for participation by remote electronic communication. If the conditions and requirements of this Policy have been met, the Town Council shall approve the request by majority vote. If participation through electronic communication means is approved, the Town Clerk shall record in the minutes of the meeting the means from which the member participated (in person or online meeting platform).

Section 5-4. Closed Meetings

A. Generally, all meetings of public bodies must be open to the public, except in special and appropriate circumstances when a meeting may be closed in compliance with the Maryland Open Meetings Act. The Town Council must create an agenda and must affirmatively pass a roll call vote on a motion in open session that does the following:

1. Identifies the subject matter of the closed meeting;

2. States the purpose of the closed meeting; and

3. Makes specific reference to the statutory exemptions relied on to close the meeting.

B. Once in a closed meeting, only the matters stated on the agenda and in the motion are allowed to be discussed.

C. The Town Council may invite members of the public or Town Staff to attend a closed meeting if their presence reasonably aids the Town Council in its consideration of an issue.

D. Following a closed meeting the Town Council must disclose, in the minutes of the next open session, what topics were discussed, who attended the closed session, and what actions were taken.

E. Any individual attending a closed meeting should respect the Town Council's decision that the subject matter is too sensitive for public discussion and should treat the closed meeting discussion as confidential.

F. All formal decisions of the Town Council, and all votes relating thereto, shall be conducted and recorded in an open meeting in accordance with applicable Town Code and State law.

G. The Town Council may provide direction to Town staff in a closed meeting as may be appropriate to guide subsequent staff actions.

SECTION 6 – RULES OF PROCEDURE FOR TOWN COUNCIL MEETINGS

Section 6-1. Quorum

A. Three (3) members of the Town Council shall constitute a quorum for the transaction of business. No ordinance shall be passed, resolution adopted, nor any other action taken without the favorable votes of a majority of the members of the Town Council. No vote or question decided at a stated meeting shall be reconsidered at a special meeting unless all members are present, and three of them concur.

B. Quorum refers to the number of members present at a meeting, not the number of members voting on an issue. If no quorum is present or if a quorum is lost, the Town Council can only (i) adjourn, (ii) recess, or (iii) take steps to obtain a quorum.

C. If a quorum fails to be established, those attending may adjourn to such other time prior to the next regular meeting as they may determine and the Town

Clerk shall enter such adjournment in the minute book of the Town Council and shall notify absent members thereof in the same manner as required for special meetings.

D. Conflicts of interest shall be disclosed, and one may only participate or act in accordance with Chapter 20 Ethics of the Code of the Town of La Plata.

Section 6-2. Preservation of Order

A. At meetings of the Town Council, the presiding officer shall preserve order and decorum and decide on questions of order, subject to appeal to the Town Council. If a member of Town Council transgresses the rules of the Town Council, the presiding officer shall call him or her to order.

B. No member of the Town Council shall leave the Council Chamber while the Town Council is in regular meeting without the permission of the presiding officer.

C. The presiding officer has the authority to call a brief recess at any time.

D. The presiding officer may adjourn the meeting without the Town Council's vote or appeal in an emergency.

E. The right of a member of the Town Council to address the Town Council on a question of personal privilege shall be limited to cases in which his/her integrity, character, or motives are assailed, questioned or impugned. A member addressing the Town Council on a question of personal privilege shall first address the presiding officer and be recognized. A second is not required.

F. Whenever a question arises as to the proper interpretation of a rule of procedure, or in the absence of a rule to govern a point of procedure, the presiding officer of the Town Council shall resolve the question.

G. Any member of the Town Council may appeal to the Town Council from the ruling of the presiding officer. If the appeal is seconded, the member making the appeal may briefly state his/her reason for the appeal and the presiding officer may briefly explain his/her ruling, but there shall be no debate on the appeal, and no other member shall participate in the discussion. The presiding officer shall then put the question: "Shall the decision of the presiding officer be sustained?" If the majority of the members present vote "no," the ruling of the

presiding officer is overruled; otherwise, it is sustained.

Section 6-3. Town Council Members Addressing Town Council

A. A member of the Town Council shall seek recognition to speak from the presiding officer, shall address only the question before the Town Council and shall refrain from impugning the motives of any other Town Council Member's argument or vote. No discussion of a sectarian or political nature shall be allowed. No member shall interrupt another while speaking, except to make a point of order, the point to be briefly stated to the presiding officer.

B. No member of the Town Council shall speak more than once on the same question until every member choosing to speak shall have done so, or for a longer time than ten minutes on any question, without the express permission of the Town Council.

Section 6-4. Action by the Town Council

A. Action on ordinances shall be required in accordance with Town Code.

B. Items of business will be considered and dealt with one at a time, and a new proposal may not be put forth until action on the preceding one has been concluded.

C. When a proposal is perfectly clear to all present, and the proposal will not obligate the Town Council in any manner nor finally decide an issue before the Town Council, action can be taken upon the unanimous consent of the Town Council Members present, without a motion having been introduced. However, unless agreed to by unanimous consent, all proposed action of the Town Council must be approved by vote under these rules. Silence, or the lack of spoken dissent, is taken as consent.

D. If an agenda item requires a public hearing, action by the Town Council may be taken at the same meeting as the public hearing or may be deferred to a later meeting.

Section 6-5. Motions

A. Informal discussion of a subject is permitted while no motion is pending.

B. Any member of the Town Council, even if he or she is serving as the presiding officer, may make a motion.

C. A member may make only one motion at a time.

D. Except for matters stipulated in these rules of procedure, all motions require a second and a motion dies for lack of a second.

Section 6-6. Receipt of Motions When Question is Under Consideration

A. When a motion is under consideration, no motion shall be received, except as follows: to postpone indefinitely, to amend, to refer to a board, commission or committee, to postpone to a certain time, to limit or extend debate, to move the previous question or to lay on the table.

B. The following motions are debatable: to postpone indefinitely, to refer to a board, commission or committee or to postpone to a certain time. A motion to amend is debatable only if the main question is. The other motions named in subsection A. of this section are not debatable.

C. The following motions are amendable: to amend, to refer to a committee, to postpone to a certain time, and to limit or extend debate. The other motions named in subsection A. of this section are not amendable. All motions require a simple majority, except for the motions to limit or extend debate or move the previous question, which require a two-thirds majority.

Section 6-7. Debate

A. The presiding officer shall state the motion and then open the floor to debate. The presiding officer shall preside over the debate according to the following general principles:

1. The maker of the motion is entitled to speak first;

2. A member who has not spoken on the issue shall be recognized before someone who has already spoken;

3. A member of the Town Council may vote against his or her motion but may not speak against his or her motion.

4. The presiding officer may participate in the debate prior to declaring the matter ready for a vote.

5. Town Council Members shall not engage in electronic communication amongst themselves regarding a motion that is on the floor for debate.

Section 6-8. Duty to Vote

If there is an abstention, it shall be the responsibility of the abstaining member to state the reason and for the Town Clerk to note the abstention and the reason for abstaining in the minutes for the record.

Section 6-9. Method of Voting

A. After debate, the presiding officer shall ensure that the motion is clear and call for the vote.

B. All questions submitted to the Town Council shall be determined by a majority vote of the Town Council members voting on any such question, unless otherwise required by special or general law. A majority is more than half.

C. An "affirmative vote" by a majority of the Town Council present being necessary to adopt a motion, a tie vote means that the motion, resolution or issue has been rejected. When a motion fails on a tie vote, the "noes" prevail.

D. In order for a motion in a zoning matter to be adopted, it must be approved by a majority of those voting.

E. Town Council Members can request that the Town Clerk call for the individual votes of Town Council Members on any matter before the Town Council (Roll Call).

Section 6-10. Participation and Attendance by Remote Electronic Communication

The Town Council has developed various methods to allow for participation and attendance at Town Council, Board, Commission and Committee meetings. The following policy is established pursuant to the Maryland Open Meetings Act to allow members of Town Council, staff members, applicants or petitioners to participate in a Town Council meeting through electronic communication means from a remote location that is not open to the public, subject to the conditions and requirements of this Section. Public attendance to listen and/or view the proceedings of the Town Council may be made available through live streaming on the Town's online meeting platform or phone in.

The following provisions shall be applied strictly and uniformly, without exception, to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

A. On or before the day of a meeting, a Town Council member who wishes to participate through electronic means, when an in-person meeting has been scheduled, must notify the presiding officer that the member is unable to attend the meeting in-person.

B. Following receipt of notification as required by subsection A., remote participation by electronic communication is authorized if the Town Clerk makes arrangements for the voice of the remote participant to be heard by all persons who wish to participate or attend utilizing electronic means or conference call.

C. At the start of the meeting the presiding officer, shall advise the Town Council of the member's request for participation by remote electronic communication. The Town Clerk shall record in the minutes of the meeting the means from which the member participated (in person or online meeting platform).

Section 6-11. *Ex Parte* Communication

A. Prohibition.

1. *Ex parte* communication is prohibited. An *ex parte* communication includes an oral or written communication not on the public record to which reasonable prior notice to all parties is not given.
2. Such communication between Town Council members and interested persons is prohibited if relevant to the merits of a planning project or other Planning Commission proceeding that may eventually appear before the Town Council.
3. Town Council members should not discuss applications with applicants or other interested persons outside the confines of a public meeting, but should recommend that the person(s) contact Town staff with any questions or concerns.

B. Disclosure of *Ex Parte* Communications.

1. If a member does inadvertently engage in an *ex parte* communication, the Town Council member(s) should, at the next meeting in which the relevant application is to be discussed, state the nature of the communication.

2. The member shall submit for the record any written communication received, any written response to communication, state the substance of each oral communication received, and state the substance of any oral response to a communication.

3. Alternatively, the member may recuse himself or herself from discussion and voting on that specific application.

4. If a member does not disclose *ex parte* communications, they may be subject to the provisions of Chapter 20, Ethics of the Town Code, which addresses conflicts of interest and enforcement actions.

C. Permitted Communications.

1. Nothing in this section shall preclude the Town Council in any matter from obtaining any advice, counsel, or assistance from Town staff which are not party to or directly involved in a pending matter.

2. This includes, but is not limited to, the Chief Executive Officer, staff from the Department of Planning and Code Administration, and the Town Attorney.

SECTION 7 – BOARDS, COMMITTEES, COMMISSIONS, AND AUTHORITIES

Section 7-1. Appointments to Boards, Committees, Commissions, and Authorities

A. The appointments of Town Council Members to Boards, Committees, Commissions, and Authorities shall be approved by an affirmative vote of a majority of the members of the Town Council at the organizational meeting.

B. In the event of a vacancy, the Town Council may consider and approve a replacement at any regular meeting of the Town Council.

C. If the Town Council wishes, it may review appointments on an annual basis.

Section 7-2. Standing Committees of the Town Council

The Town Council may have Standing Committees of Council, to include but not limited to, financial and budgetary matters, land use and economic development matters, and the appointments of citizens to the Town's various Boards, Committees, and Commissions.

Section 7-3. The Creation of Standing Committees and New Committees

A. Any new Standing Committee of the Town Council shall be established by an ordinance.

B. Any new temporary committee shall be established by ordinance or resolution and shall specify the term during which the committee will remain in existence. No temporary committee shall be established for a term of more than 365 days, the period to run from the date the committee holds its initial meeting. The term of the temporary committee may be extended by Town Council through an ordinance or resolution for additional periods of up to 365 days each. A temporary committee shall cease to exist upon

1. the completion of its designated task or assignment;
2. the date it submits its final oral or written report to Town Counci;

3. the expiration of the term specified in the ordinance or resolution creating the committee or of any extension of its original term; or
4. three years from the date of its initial meeting, whichever occurs first.

C. No new committee shall be established until the Town Manager has issued a report with comments and recommendations regarding the creation of the committee. The Town Manager may delegate responsibility for preparing this report to any department head. The report required by this section shall include the comments and recommendations regarding:

1. The need for the committee and possible duplications or conflicts with other committees;

2. The appropriateness of a committee format to deal with the issues involved; and

3. The impact that creation of the committee will have on Town staff and resources, including: (a) the estimated total amount of Town staff time that will be required on an annual or other basis to staff the committee; (b) whether the committee can accomplish its assigned work with existing staff; and (c) if new staff will be required, the total amount of additional staffing that will be required and the projected annual cost of such additional staff.

SECTION 8 – GENERAL OPERATING POLICY

Section 8-1. Staff Attendance at Meetings Organized by Town Council Members

Members of Town Staff, in their official capacity, shall not be invited by the Mayor or Town Council Members to attend meetings which are political in nature. Additionally, any requests for a member of Town staff to attend a community meeting or event that has been organized by or is being hosted by a member of the Town Council shall be made directly to the Town Manager.

Section 8-2. Meetings with the Public, Staff, and the Mayor or Town Council Members

When possible, the balance of Town Council will be given reasonable advance notice of any meetings scheduled for and attended by the public, a member or members of Town

staff, and the Mayor or Town Council Members. A report by the Mayor or Town Council Member(s) in attendance should be given at the next Town Council meeting with a summary of the discussion and details of any follow-up action resulting from the meeting.

Section 8-3. Broadcasting Town Council Meetings

Recordings of regular meetings, special meetings, and public hearings of the Town Council shall be made available to the public and may be streamed via the Town's online meeting platform. The video of recorded meetings will be available as soon as practicable following the Town Council meeting.

Section 8-4. Minutes of the Town Council Meeting

The minutes of the Town Council meetings shall reflect the official actions of the Town Council. The minutes shall provide a summary of the discussion and record how Town Council voted on motions. The minutes will be considered for approval within a reasonable time following the meeting they record.

Statements to be Included in the Minutes. Any member of the Town Council who wishes to have a statement or comment included in the minutes shall make that known prior to making the statement and shall provide the Town Clerk with a written copy of his or her statement.

Section 8-5. Official Documents Issued by the Town Council

Official documents issued by the Mayor and Town Council include, but are not limited to, legislation (ordinances and resolutions), proclamations, official citations, and certificates of recognition. Official documents are generally prepared by the Department of Legislative Services at the direction of the Town Manager.[2] Signatures on legislation do not necessarily indicate agreement with the content of the legislation but rather that the signer witnessed the legislative procedures associated with the adoption of the legislation. When signers are not available to sign in person, permission will be obtained in advance for the use of their electronic signature.

A. Legislation: Actions requiring legislation are defined in Town Code. Any member of the Legislative Branch may propose legislation.

[2] Staff to ensure legislative documents (resolutions, ordinances) indicate they are "introduced by" the specific supporting Council member. The Director of Legislative Services will ensure compliance, with review by the Assistant Town Manager and Town Manager.

1. Ordinance: An ordinance is an action taken by the Town Council that creates a law that governs conduct within the jurisdiction. It is a municipal law that may be amended or repealed by the adoption of another ordinance. Ordinances must be read at least twice in separate meetings and are adopted during a regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council. Ordinances are signed by the Town Council.

2. Emergency Ordinance: Extenuating circumstances may require the Town Council to adopt an ordinance after only one reading. In such circumstances, the Town Council adopts an emergency ordinance by means of an affirmative majority vote of a quorum of the Town Council. Emergency ordinances are signed by the Town Council.

3. Resolution: A resolution is an official declaration of the wishes and opinions of a municipal body. A resolution may be issued to formally express the Town Council's policy or to make a public statement from the Town Council. A "motion" is used by the Town Council to indicate approval or denial of a procedural action. Resolutions are adopted during a regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council. Resolutions are signed by the Town Council.

B. Proclamation: A proclamation is an official declaration issued by the Town Council to make something known, a public and official announcement. Proclamations are generally issued at the last regular meeting of the Town Council of the month at a regular meeting of the Council but may be issued at a special meeting. Proclamations may be requested by the Mayor, Town Council, Town Staff, or members of the community. Proclamations are signed by the Town Council.

1. Official Proclamation: An official proclamation may be required by Town or State Code to announce actions taken by the Town Council when legislation is not required or has already been adopted, such as the declaration of a state of emergency or the cessation of annexation proceedings.

2. Ceremonial Proclamation: A proclamation may also serve as a ceremonial document issued by the Council to commemorate a specific time period (day, week, or month) to increase public awareness of issues with the hope

of improving the well-being of our citizens, to recognize and celebrate the extraordinary achievements of La Plata residents and non-profit organizations, and to honor occasions of importance and significance to La Plata residents. Ceremonial proclamations are not legally binding and should not be interpreted as a policy endorsement.

C. Official Citation: An official citation may be issued to individuals, groups, businesses, or organizations to recognize outstanding achievements such as a grand opening of a business, business anniversary, or similar achievement, in recognition of a specific event or occasion such as an anniversary, a milestone birthday, Boy Scout Eagle Award, Girl Scout Gold Award, retirement, a memorial service, a significant contribution to the community, award ceremonies, or a similar achievement. Official citations may be requested by the Mayor, Town Council, Town Staff, or members of the community. Official citations are signed by the Mayor or Mayor Pro Tem.

D. Certificate of Recognition: A certificate of recognition is provided to a local individual. . Certificates of recognition are signed by individual Town Council Members.

Section 8-6. Amending the Rules of Procedure

The rules of procedure may be amended at any regular meeting, or at any properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting. Adoption of amendments to the rules of procedure shall require an affirmative vote of a majority of a quorum of the Town Council. Amendments to the rules of procedure become effective upon adoption.

Section 8-7. Special Rules of Procedure

The Town Council may adopt its own special rules of procedure to cover situations that are not adequately addressed in these Rules of Procedure. Adoption of a special rule of procedure shall require an affirmative vote of a majority of a quorum of the Town Council.

Exhibit A to Resolution 26-23
Adopted: April 28, 2026

Town of La Plata
~~Mayor and~~ Town Council
Rules of Procedure

Revised April ~~14~~28, 2026

Introduction

The rules of procedure were designed and adopted for the benefit and convenience of the Council of the Town of La Plata (Town Council) and are intended to describe the rules and guidelines by which the Council operates. Additionally, the rules of procedure will help the Council conduct its affairs in a timely and efficient manner and serve as a quick reference for resolving policy and procedural questions during meetings. The rules of procedure do not supersede the provisions of the Town Charter or Code of Ordinances and do not create substantive rights for third parties or participants in proceedings before the Town Council. Further, the Town Council reserves the right to suspend or amend the rules of procedure whenever a majority of Town Council decides to do so. The failure of the Town Council to strictly comply with the rules of procedure shall not invalidate any action of the Town Council.

The rules of procedure may be reviewed and adopted annually and following an election year, at the organization meeting of Town Council in May. Revisions to the rules of procedure may be proposed and adopted during any regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council and become effective upon adoption.

~~Robert's Rules of Order: Except when in conflict with the following provisions, "Robert's Rules of Order" shall govern the deliberations of the Town Council.~~

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SECTION 1 – PURPOSE AND BASIC PRINCIPLES

Section 1-1. Purpose of Rules of Procedure

A. To enable the Town Council to transact business fully, expeditiously, and efficiently while affording every opportunity to citizens to witness the operations of government;

B. To protect the rights of each individual Town Council Member;

C. To preserve a spirit of cooperation among Town Council Members; ~~and~~

D. To determine the will of the Town Council on any matter; and~~.~~

E. To further advance the core values outlined in the Town of La Plata's Strategic Plan

Section 1-2. Basic Principles Underlying Rules of Procedure

A. The business of the Town Council should proceed in the most efficient manner possible;

B. Town Council's rules of procedure must be followed consistently;

C. Town Council's actions should be the result of a decision on the merits and not a manipulation of the procedural rules;

D. Only one subject may claim the attention of Town Council at one time;

E. Each item presented for consideration is entitled to full and free discussion;

F. Every Town Council Member has equal rights to participate and vote on the issues;

G. Every Town Council Member must have equal opportunity to participate in decision making;

H. The will of the majority must be carried out; and the rights of the minority must be preserved; and

I. The Town Council must act as a body.

SECTION 2 – MEETINGS

Section 2-1. Adoption of an Annual Calendar and Meeting Schedule

The time and place of the meetings of the La Plata Town Council shall be established annually with the adoption of a resolution and calendar that sets forth the regular meetings (which may include scheduled and advertised public hearings), Town Hall meetings, and other standing meetings, where applicable.

Regular meetings and public hearings. In general, regular meetings of the Town Council, which may include scheduled and advertised public hearings, will be held on the second, and fourth Tuesday of each month beginning at 6:00 p.m. in the Council Chambers, located on the first floor at Town Hall. Under exceptional or extenuating circumstances, Town Council meetings may convene virtually. Regular meetings and public hearings are live streamed via the online meeting platform specified on the Town's website and meeting agenda.

Town Hall meetings. The La Plata Town Council may host Town Hall meetings each year with the location and topic of discussion announced prior to the event. The location and topic will be influenced by current Town events, projects, and priorities.

Section 2-2. Special Meetings

The Town Council may schedule special meetings as it deems necessary with the dates and time adopted as part of the annual calendar or announced in accordance with all legal requirements. Special meetings shall be called by the Town Clerk upon the written request of the Mayor, a majority of the members of the Town Council, or the Chief Executive Officer; no business shall be transacted at a special meeting but that for which it shall be called, unless the Town Council agrees unanimously to consider such action.

Section 2-3. Pre-Organizational Meeting

In those years in which Town Council elections are held, the Town Council, including members-elect of the body, may meet in a work session prior to the organizational meeting to discuss appointments as members of or liaisons to committees, boards, commissions and multijurisdictional agencies. During the discussion of the full Town Council, consideration will be given to a Town Council Member's level of interest, experience, his or her specific schedule, and the location, time, and frequency of the meeting(s).

Section 2-4. Organizational Meeting

In those years in which Town Council elections are held, an organizational meeting of the Town Council shall be held on the second Monday in May. The purpose of the organizational meeting shall be the appointment of Town Council Members as members of or liaisons to committees, commissions, boards and multijurisdictional agencies, the appointment of Mayor Pro Tem and the conduct of such organizational business as may come before the Council.

Appointments of Council Members shall be announced by the Mayor at the organizational meeting and shall become effective when approved by a vote of Town Council. If desired, the Town Council may review appointments on an annual basis.

The Town Council will acknowledge and adopt the Rules of Procedure at its organizational meeting.

Section 2-5. Rescheduling of Meetings

In the event of circumstances preventing the conduct of a regularly scheduled meeting, the Town Council may reschedule such meetings, unless already otherwise indicated on the adopted annual calendar. Appropriate notifications regarding rescheduling of meetings will be made in accordance with the Open Meetings Act.

SECTION 3 – OFFICERS AND EMPLOYEES

Section 3-1. Mayor

The Mayor shall serve as presiding officer over all meetings of the Town Council and perform such other duties as may be prescribed by the Charter and Town Code or general law.

The Mayor shall have the right to vote on matters before the Town Council.

The Mayor Pro Tem serves as presiding officer in the absence of the Mayor. In the case of the absence from any meeting of the Mayor and Mayor Pro Tem, the members of the Town Council present shall choose one of their number as temporary presiding officer.

Section 3-2. Town Manager

The Town Council shall appoint a Town Manager who shall be chosen in conformity with the provisions of the Charter and who shall exercise the powers and discharge the duties required of him/her, subject to the approval of the Town Council. The Town Manager shall exercise administrative supervision and control over all departments of the Town government and have general supervision over all improvements, works, and services.

The Town Manager shall attend all meetings of the Town Council, unless otherwise excused by Town Council, and shall recommend to the Town Council, for adoption, such measures as he/she may deem expedient or necessary.

Section 3-3. Town Clerk

The Town Clerk shall serve as the Clerk to the Council and shall attend every open meeting of the Town Council, unless otherwise excused by the Town Manager. The Town Clerk shall maintain an accurate account of the proceedings of the Town Council, including all motions and subsequent votes, which shall be conducted and recorded in compliance with legal requirements.

Statements to be Included in the Minutes. Any member of the Town Council who wishes to have a statement or comment included in the minutes shall make that known prior to making the statement and shall provide the Town Clerk with a written copy of his or her statement.

Section 3-4. Department Heads

The head of any department, or any officer or employee of the Town when requested by the Town Council or the Town Manager, shall attend any regular, adjourned or special meeting and confer with the Town Council on matters relating to the Town.

SECTION 4 – THE AGENDA

Section 4-1. Publishing the Agenda

At the direction of the Town Manager, the Town Clerk shall be responsible for the publication of agendas for all noticed and scheduled meetings of the Town Council.

Section 4-2. Adding Items to the Agenda

The Town Clerk, in collaboration with the Town Manager, shall prepare a proposed agenda to review with the Mayor prior to the scheduled Town Council meeting. Any Town Council Member or Department Head that would like to add items to the proposed agenda should submit such items to the Town Manager at least seven (7) business days before the meeting. Materials that will accompany the agenda item shall be provided to the Town Clerk no later than noon on the Thursday prior to the scheduled meeting. Last-minute submissions are discouraged but may be added to a meeting agenda, where applicable, subject to a vote of the Town Council at the meeting approving a change [addition] to the published agenda. This will allow Council consideration of a matter that requires action expeditiously but was not known in time to be presented during the normal agenda development process.

When an individual Town Council Member requests an agenda item be added pursuant to this Section, such item shall be placed on the agenda of the first regular meeting of the month for discussion only. The Town Council Member must submit the request and all related documentation to the Town Manager at least seven (7) business days prior to the first regular meeting of the month.[1] During this initial discussion, the Council shall determine, by consensus, whether there is sufficient interest to move forward with the proposed item. ~~The merits of the proposed agenda item shall not be debated at this initial stage.~~ At the discretion of the presiding officer, discussion time may be limited to 3 minutes per ~~councilor~~council member to ensure an orderly and efficient meeting. Following discussion, if the Council determines there is interest to proceed, the Council may take action, including but not limited to: referral to a Town Council committee; referral to the Town Manager for development by Town staff; or placement on a future Council regular agenda for further consideration and action.

Section 4-3. Distribution of the Agenda

The Town Clerk shall publish agendas and related materials (the agenda packet) to the Town's website in a timely manner to allow the public and elected officials time to review.

The agenda packet for meetings held on a Tuesday will be published before noon on the Friday prior to the meeting date. If key information is outstanding, the Town Manager may delay the publication of the packet or reschedule agenda items.

[1] Any background information or summaries provided by an individual Council member for an agenda item shall be clearly marked with a disclaimer such as "not staff product" or "by request". The Town Manager will provide the materials to the Director of Legislative Services, who will ensure compliance, with review by the Assistant Town Manager and Town Manager.

Section 4-4. Town Council Approval of Agenda and Consent Agenda

A. At the beginning of every regular meeting the Town Council will have the opportunity to review items on the agenda and, if necessary, the consent agenda to approve or remove items from the agenda.

B. In the case of the consent agenda, unless one or more members of the Town Council has a reason to discuss and/or debate one or more items, contents of the Consent Agenda will be voted on collectively. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the majority of the Town Council.

C. Under no circumstances can anything be added to or removed from the agenda after the Town Council has voted to accept the agenda for that meeting.

SECTION 5 – ORDER OF BUSINESS FOR COUNCIL MEETINGS

Section 5-1. Order of Business

A. The order of business for the regular Town Council meeting will be established in a written agenda and may include the following: Approval of Agenda; Consent Agenda; Community and Staff Presentations; Reports of the ~~Mayor and~~Town Council; Staff Reports; Ordinances and Resolutions; Unfinished and New Business; Awards and Acknowledgements; Public Comment; Closed Meetings; Public Hearings; and other pertinent business of the Town Council.

~~A~~B. During Town Council Reports, there will be no direct question-and-answer period directed at staff.

~~B~~C. The order of business for any special Town Council meeting will be established in a written agenda and may include the following: Ordinances and Resolutions, Action Items, Public Hearings, Closed Meetings, and other pertinent business of the Town Council.

Section ~~5-3~~5-2. Public Comment Participation

A. No person, other than a member of the Town Council, Town Manager, or Town Attorney, shall have the right to discuss any matter in a meeting of the Town Council, unless by consent of a majority of the Council, or when that person is scheduled to appear before the Council on an agenda item.

B. The public comment participation portion of the agenda is set aside for those ~~citizens~~ individuals who wish to address the Town Council for ~~less~~ no more than three (3) minutes each. Individuals may not yield their time to other speakers. ~~Citizens~~ Individuals need not give prior notice to the Town to speak during the public comment participation portion of the agenda.

C. Public comment participation shall be for the purpose of allowing members of the public to address any Town business; however, public comment participation is not intended to serve as a forum for debate with the Council.

Section 5-~~4~~3. Public Hearings

A. Public hearings before the Town Council may be scheduled for any regular or special meeting of Council and require at least fifteen (15) days' notice in a newspaper of general circulation in the Town, or as may be required by Town Code or state law.

B. Promptly at the hour set on the day of the public hearing, the members of the Council, the Town Clerk, the Chief Executive Officer, any relevant Town Staff, the Applicant/Petitioner, and those members of the public who wish to address the Town Council shall appear in person in the Council Chambers.

C. The procedures for public hearings are as follows:

1. Call to Order
2. Review of Public Notices
3. Recommendations:
   a. Summary of Town Staff report and recommendation and/or;
   b. Planning Commission Recommendation
4. Applicant/Petitioner presentation and testimony
5. Questions by the Town Council. [The Town Council may ask questions of the Applicant/Petitioner or Town staff.]
6. Written documents are entered into the record.
7. Speakers (signed up) are called on by the ~~Mayor or~~ presiding officer. At the discretion of the ~~Mayor or~~ presiding officer, time may be limited to 3 minutes and may not be yielded.
8. Additional questions by Town Council.
9. When the hearing is concluded, the Town Council will not hear further comments or questions during the meeting. If the record is kept open for a specific number of days, written comments should be submitted,

by the deadline, and to the attention of the Town Clerk, in person at Town Hall, or email legislative@townoflaplata.org.

D. The following provisions shall be applied to Applicant/Petitioners and their agents who cannot participate in person due to exceptional or extenuating circumstances.

1. On or before the day of a meeting, an Applicant/Petitioner or the agent of an Applicant/Petitioner who wishes to participate through electronic means when an in-person meeting has been scheduled must notify ~~the Mayor, or in the Mayor's absence,~~ the presiding officer~~,~~ that the member is unable to attend the meeting in person.

2. Following receipt of notification as required by paragraph 5-4(D)(1), remote participation by electronic communication is authorized if the Town Clerk makes arrangements for the voice of the remote participant to be heard by all persons who wish to participate or attend utilizing electronic means.

3. At the start of the meeting, the ~~Mayor, or other~~ presiding officer~~,~~ shall advise the Town Council of the request for participation by remote electronic communication. If the conditions and requirements of this Policy have been met, the Town Council shall approve the request by majority vote. If participation through electronic communication means is approved, the Town Clerk shall record in the minutes of the meeting the means from which the member participated (in person or online meeting platform).

Section 5-~~5~~4. Closed Meetings

A. Generally, all meetings of public bodies must be open to the public, except in special and appropriate circumstances when a meeting may be closed in compliance with the Maryland Open Meetings Act. The Town Council must create an agenda and must affirmatively pass a roll call vote on a motion in open session that does the following:

1. Identifies the subject matter of the closed meeting;

2. States the purpose of the closed meeting; and

3. Makes specific reference to the statutory exemptions relied on to close the meeting.

B. Once in a closed meeting, only the matters stated on the agenda and in the motion are allowed to be discussed.

C. The Town Council may invite members of the public or Town Staff to attend a closed meeting if their presence reasonably aids the Town Council in its consideration of an issue.

D. Following a closed meeting the Town Council must disclose, in the minutes of the next open session, what topics were discussed, who attended the closed session, and what actions were taken.

E. Any individual attending a closed meeting should respect the Town Council's decision that the subject matter is too sensitive for public discussion and should treat the closed meeting discussion as confidential.

F. All formal decisions of the Town Council, and all votes relating thereto, shall be conducted and recorded in an open meeting in accordance with applicable Town Code and State law.

G. The Town Council may provide direction to Town staff in a closed meeting as may be appropriate to guide subsequent staff actions.

SECTION 6 – RULES OF PROCEDURE FOR TOWN COUNCIL MEETINGS

Section 6-1. Quorum

A. Three (3) members of the Town Council shall constitute a quorum for the transaction of business. No ordinance shall be passed, resolution adopted, nor any other action taken without the favorable votes of a majority of the members of the Town Council. No vote or question decided at a stated meeting shall be reconsidered at a special meeting unless all members are present, and three of them concur.

B. Quorum refers to the number of members present at a meeting, not the number of members voting on an issue. If no quorum is present or if a quorum is lost, the Town Council can only (i) adjourn, (ii) recess, or (iii) take steps to obtain a quorum.

C. If a quorum fails to be established, those attending may adjourn to such other time prior to the next regular meeting as they may determine and the Town Clerk shall enter such adjournment in the minute book of the Town Council and shall notify absent members thereof in the same manner as required for special meetings.

D. Conflicts of interest shall be disclosed, and one may only participate or act in accordance with Chapter 20 Ethics of the Code of the Town of La Plata.

Section 6-2. Preservation of Order

A. At meetings of the Town Council, the presiding officer shall preserve order and decorum and decide on questions of order, subject to appeal to the Town Council. If a member of Town Council transgresses the rules of the Town Council, the presiding officer shall call him or her to order.

B. No member of the Town Council shall leave the Council Chamber while the Town Council is in regular meeting without the permission of the presiding officer.

C. The presiding officer has the authority to call a brief recess at any time.

D. The presiding officer may adjourn the meeting without the Town Council's vote or appeal in an emergency.

E. The right of a member of the Town Council to address the Town Council on a question of personal privilege shall be limited to cases in which his/her integrity, character, or motives are assailed, questioned or impugned. A member addressing the Town Council on a question of personal privilege shall first address the presiding officer and be recognized. A second is not required.

F. Whenever a question arises as to the proper interpretation of a rule of procedure, or in the absence of a rule to govern a point of procedure, the presiding officer of the Town Council shall resolve the question.

G. Any member of the Town Council may appeal to the Town Council from the ruling of the presiding officer. If the appeal is seconded, the member making the appeal may briefly state his/her reason for the appeal and the presiding officer may briefly explain his/her ruling, but there shall be no debate on the appeal, and no other member shall participate in the discussion. The presiding officer

shall then put the question: "Shall the decision of the presiding officer be sustained?" If the majority of the members present vote "no," the ruling of the presiding officer is overruled; otherwise, it is sustained.

Section 6-3. Town Council Members Addressing Town Council

A. A member of the Town Council shall seek recognition to speak from the presiding officer, shall address only the question before the Town Council and shall refrain from impugning the motives of any other Town Council Member's argument or vote. No discussion of a sectarian or political nature shall be allowed. No member shall interrupt another while speaking, except to make a point of order, the point to be briefly stated to the presiding officer.

B. No member of the Town Council shall speak more than once on the same question until every member choosing to speak shall have done so, or for a longer time than ten minutes on any question, without the express permission of the Town Council.

Section 6-4. Action by the Town Council

A. Action on ordinances shall be required in accordance with Town Code.

B. Items of business will be considered and dealt with one at a time, and a new proposal may not be put forth until action on the preceding one has been concluded.

C. When a proposal is perfectly clear to all present, and the proposal will not obligate the Town Council in any manner nor finally decide an issue before the Town Council, action can be taken upon the unanimous consent of the Town Council Members present, without a motion having been introduced. However, unless agreed to by unanimous consent, all proposed action of the Town Council must be approved by vote under these rules. Silence, or the lack of spoken dissent, is taken as consent.

D. If an agenda item requires a public hearing, action by the Town Council may be taken at the same meeting as the public hearing or may be deferred to a later meeting.

Section 6-5. Motions

A. Informal discussion of a subject is permitted while no motion is pending.

B. Any member of the Town Council, even if he or she is serving as the presiding officer, may make a motion.

C. A member may make only one motion at a time.

D. Except for matters stipulated in these rules of procedure, all motions require a second and a motion dies for lack of a second.

Section 6-6. Receipt of Motions When Question is Under Consideration

A. When a motion is under consideration, no motion shall be received, except as follows: to postpone indefinitely, to amend, to refer to a board, commission or committee, to postpone to a certain time, to limit or extend debate, to move the previous question or to lay on the table.

B. The following motions are debatable: to postpone indefinitely, to refer to a board, commission or committee or to postpone to a certain time. A motion to amend is debatable only if the main question is. The other motions named in subsection A. of this section are not debatable.

C. The following motions are amendable: to amend, to refer to a committee, to postpone to a certain time, and to limit or extend debate. The other motions named in subsection A. of this section are not amendable. All motions require a simple majority, except for the motions to limit or extend debate or move the previous question, which require a two-thirds majority.

Section 6-7. Debate

A. The presiding officer shall state the motion and then open the floor to debate. The presiding officer shall preside over the debate according to the following general principles:

1. The maker of the motion is entitled to speak first;

2. A member who has not spoken on the issue shall be recognized before someone who has already spoken;

3. A member of the Town Council may vote against his or her motion but may not speak against his or her motion.

4. The presiding officer may participate in the debate prior to declaring the matter ready for a vote.

5. Town Council Members shall not engage in electronic communication amongst themselves regarding a motion that is on the floor for debate.

Section 6-8. Duty to Vote

If there is an abstention, it shall be the responsibility of the abstaining member to state the reason and for the Town Clerk to note the abstention and the reason for abstaining in the minutes for the record.

Section 6-9. Method of Voting

A. After debate, the presiding officer shall ensure that the motion is clear and call for the vote.

B. All questions submitted to the Town Council shall be determined by a majority vote of the Town Council members voting on any such question, unless otherwise required by special or general law. A majority is more than half.

C. An "affirmative vote" by a majority of the Town Council present being necessary to adopt a motion, a tie vote means that the motion, resolution or issue has been rejected. When a motion fails on a tie vote, the "noes" prevail.

D. In order for a motion in a zoning matter to be adopted, it must be approved by a majority of those voting.

E. Town Council Members can request that the Town Clerk call for the individual votes of Town Council Members on any matter before the Town Council (Roll Call).

Section 6-10. **Participation and Attendance by Remote Electronic Communication**

The Town Council has developed various methods to allow for participation and attendance at Town Council, Board, Commission and Committee meetings. The following policy is established pursuant to the Maryland Open Meetings Act to allow members of Town Council, staff members, applicants or petitioners to participate in a Town Council meeting through electronic communication means from a remote location that is not open to the public, subject to the conditions and requirements of this Section. Public attendance to listen and/or view the proceedings of the Town Council may be made available through live streaming on the Town's online meeting platform or phone in.

The following provisions shall be applied strictly and uniformly, without exception, to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

A. On or before the day of a meeting, a Town Council member who wishes to participate through electronic means, when an in-person meeting has been scheduled, must notify the ~~Mayor, or in the Mayor's absence the member who will chair the meeting~~presiding officer~~,~~ that the member is unable to attend the meeting in-person.

B. Following receipt of notification as required by subsection A., remote participation by electronic communication is authorized if the Town Clerk makes arrangements for the voice of the remote participant to be heard by all persons who wish to participate or attend utilizing electronic means or conference call.

C. At the start of the meeting the ~~Mayor, or other~~ presiding officer, shall advise the Town Council of the member's request for participation by remote electronic communication. ~~If the conditions and requirements of this Policy have been met, the Town Council shall approve the member's request by majority vote. If participation by a member through electronic communication means is approved, t~~The Town Clerk shall record in the minutes of the meeting the means from which the member participated (in person or online meeting platform).

Section 6-11. *Ex Parte* Communication

A. Prohibition.

1. *Ex parte* communication is prohibited. An *ex parte* communication includes an oral or written communication not on the public record to which reasonable prior notice to all parties is not given.
2. Such communication between Town Council members and interested persons is prohibited if relevant to the merits of a planning project or other Planning Commission proceeding that may eventually appear before the Town Council.
3. Town Council members should not discuss applications with applicants or other interested persons outside the confines of a public meeting, but should recommend that the person(s) contact Town staff with any questions or concerns.

B. Disclosure of *Ex Parte* Communications.

1. If a member does inadvertently engage in an *ex parte* communication, the Town Council member(s) should, at the next meeting in which the relevant application is to be discussed, state the nature of the communication.

2. The member shall submit for the record any written communication received, any written response to communication, state the substance of each oral communication received, and state the substance of any oral response to a communication.

3. Alternatively, the member may recuse himself or herself from discussion and voting on that specific application.

4. If a member does not disclose *ex parte* communications, they may be subject to the provisions of Chapter 20, Ethics of the Town Code, which addresses conflicts of interest and enforcement actions.

C. Permitted Communications.

1. Nothing in this section shall preclude the Town Council in any matter from obtaining any advice, counsel, or assistance from Town staff which are not party to or directly involved in a pending matter.

~~C.~~2. This includes, but is not limited to, the Chief Executive Officer, staff from the Department of Planning and Code Administration, and the Town Attorney.

SECTION 7 – BOARDS, COMMITTEES, COMMISSIONS, AND AUTHORITIES

Section 7-1. Appointments to Boards, Committees, Commissions, and Authorities

A. The appointments of Town Council Members to Boards, Committees, Commissions, and Authorities shall be approved by an affirmative vote of a majority of the members of the Town Council at the organizational meeting.

B. In the event of a vacancy, the Town Council may consider and approve a replacement at any regular meeting of the Town Council.

C. If the Town Council wishes, it may review appointments on an annual basis.

Section 7-2. Standing Committees of the Town Council

~~A.~~ The Town Council may have Standing Committees of Council, to include but not limited to, financial and budgetary matters, land use and economic development matters, and the appointments of citizens to the Town's various Boards, Committees, and Commissions.

Section 7-3. The Creation of Standing Committees and New Committees

A. Any new Standing Committee of the Town Council shall be established by an ordinance.

B. Any new temporary committee shall be established by ordinance or resolution and shall specify the term during which the committee will remain in existence. No temporary committee shall be established for a term of more than 365 days, the period to run from the date the committee holds its initial meeting. The term of the temporary committee may be extended by Town Council through an ordinance or resolution for additional periods of up to 365 days each. A temporary committee shall cease to exist upon

1. ~~(i)~~ the completion of its designated task or assignment~~;~~;
2. ~~(ii)~~ the date it submits its final oral or written report to Town Council~~;~~

3. ~~(iii) t~~the expiration of the term specified in the ordinance or resolution creating the committee or of any extension of its original term~~;~~ or

~~B.~~4. ~~(iv)~~ three years from the date of its initial meeting, whichever occurs first.

C. No new committee shall be established until the Town Manager has issued a report with comments and recommendations regarding the creation of the committee. The Town Manager may delegate responsibility for preparing this report to any department head. The report required by this section shall include the comments and recommendations regarding:

1. The need for the committee and possible duplications or conflicts with other committees;

2. The appropriateness of a committee format to deal with the issues involved; and

3. The impact that creation of the committee will have on Town staff and resources, including: (a) the estimated total amount of Town staff time that will be required on an annual or other basis to staff the committee; (b) whether the committee can accomplish its assigned work with existing staff; and (c) if new staff will be required, the total amount of additional staffing that will be required and the projected annual cost of such additional staff.

SECTION 8 – GENERAL OPERATING POLICY

Section 8-1. Staff Attendance at Meetings Organized by Town Council Members

Members of Town Staff, in their official capacity, shall not be invited by the Mayor or Town Council Members to attend meetings which are political in nature. Additionally, any requests for a member of Town staff to attend a community meeting or event that has been organized by or is being hosted by a member of the Town Council shall be made directly to the Town Manager.

Section 8-2. Meetings with the Public, Staff, and the Mayor or Town Council Members

When possible, the balance of Town Council will be given reasonable advance notice

of any meetings scheduled for and attended by the public, a member or members of Town staff, and the Mayor or Town Council Members. A report by the Mayor or Town Council Member(s) in attendance should be given at the next Town Council meeting with a summary of the discussion and details of any follow-up action resulting from the meeting.

Section 8-3. Broadcasting Town Council Meetings

Recordings of regular meetings, special meetings, and public hearings of the Town Council shall be made available to the public and may be streamed via the Town's online meeting platform. The video of recorded meetings will be available as soon as practicable following the Town Council meeting.

Section 8-4. Minutes of the Town Council Meeting

The minutes of the Town Council meetings shall reflect the official actions of the Town Council. The minutes shall provide a summary of the discussion and record how Town Council voted on motions. The minutes will be considered for approval within a reasonable time following the meeting they record.

Statements to be Included in the Minutes. Any member of the Town Council who wishes to have a statement or comment included in the minutes shall make that known prior to making the statement and shall provide the Town Clerk with a written copy of his or her statement.

Section 8-5. Official Documents Issued by the Town Council

Official documents issued by the Mayor and Town Council include, but are not limited to, legislation (ordinances and resolutions), proclamations, official citations, and certificates of recognition. Official documents are generally prepared by the Department of Legislative Services at the direction of the Town Manager.[2] Signatures on legislation do not necessarily indicate agreement with the content of the legislation but rather that the signer witnessed the legislative procedures associated with the adoption of the legislation. When signers are not available to sign in person, permission will be obtained in advance for the use of their electronic signature.

A. Legislation: Actions requiring legislation are defined in Town Code. Any member

[2] Staff to ensure legislative documents (resolutions, ordinances) indicate they are "introduced by" the specific supporting Council member. The Director of Legislative Services will ensure compliance, with review by the Assistant Town Manager and Town Manager.

of the Legislative Branch may propose legislation.

1. Ordinance: An ordinance is an action taken by the Town Council that creates a law that governs conduct within the jurisdiction. It is a municipal law that may be amended or repealed by the adoption of another ordinance. Ordinances must be read at least twice in separate meetings and are adopted during a regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council. Ordinances are signed by the ~~Mayor and~~ Town Council.

2. Emergency Ordinance: Extenuating circumstances may require the Town Council to adopt an ordinance after only one reading. In such circumstances, the Town Council adopts an emergency ordinance by means of an affirmative majority vote of a quorum of the Town Council. Emergency ordinances are signed by the ~~Mayor and~~ Town Council.

3. Resolution: A resolution is an official declaration of the wishes and opinions of a municipal body. A resolution may be issued to formally express the Town Council's policy or to make a public statement from the Town Council. A "motion" is used by the Town Council to indicate approval or denial of a procedural action. Resolutions are adopted during a regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council. Resolutions are signed by the ~~Mayor and~~ Town Council.

B. Proclamation: A proclamation is an official declaration issued by the Town Council to make something known, a public and official announcement. Proclamations are generally issued at the last regular meeting of the Town Council of the month at a regular meeting of the Council but may be issued at a special meeting. Proclamations may be requested by the Mayor, Town Council, Town Staff, or members of the community. Proclamations are signed by the ~~Mayor and~~ Town Council.

1. Official Proclamation: An official proclamation may be required by Town or State Code to announce actions taken by the Town Council when legislation is not required or has already been adopted, such as the declaration of a state of emergency or the cessation of annexation proceedings.

2. Ceremonial Proclamation: A proclamation may also serve as a ceremonial document issued by the Council to commemorate a specific time period

(day, week, or month) to increase public awareness of issues with the hope of improving the well-being of our citizens, to recognize and celebrate the extraordinary achievements of La Plata residents and non-profit organizations, and to honor occasions of importance and significance to La Plata residents. Ceremonial proclamations are not legally binding and should not be interpreted as a policy endorsement.

C. Official Citation: An official citation may be issued to individuals, groups, businesses, or organizations to recognize outstanding achievements such as a grand opening of a business, business anniversary, or similar achievement, ~~or organizations~~ in recognition of a specific event or occasion such as an anniversary, a milestone birthday, Boy Scout Eagle Award, Girl Scout Gold Award, retirement, a memorial service, a significant contribution to the community, award ceremonies, or a similar achievement. Official citations may be requested by the Mayor, Town Council, Town Staff, or members of the community. Official citations are signed by the Mayor or Mayor Pro Tem.

D. Certificate of Recognition: A certificate of recognition ~~or town seal~~ is provided to a local individual. ~~, business, or organization to recognize outstanding achievements such as a grand opening of a business, business anniversary, or similar achievement~~. ~~Proclamations may be requested by the Mayor, Town Council, Town Staff, or members of the community.~~ Certificates of recognition are signed by ~~the Mayor or Mayor Pro Tem~~individual Town ~~Councilor~~Council Members.

Section 8-6. Amending the Rules of Procedure

The rules of procedure may be amended at any regular meeting, or at any properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting. Adoption of amendments to the rules of procedure shall require an affirmative vote of a majority of a quorum of the Town Council. Amendments to the rules of procedure become effective upon adoption.

Section 8-7. Special Rules of Procedure

The Town Council may adopt its own special rules of procedure to cover situations that are not adequately addressed in these Rules of Procedure. Adoption of a special rule of procedure shall require an affirmative vote of a majority of a quorum of the Town Council.

Exhibit A to Resolution 26-23
Adopted: April ~~14~~28, 2026

Town of La Plata

CODE OF CIVILITY

Purpose: The purpose of this Code of Civility is to promote respect, professionalism, and orderly conduct in all Town business.

The Town of La Plata encourages open expression, active listening, informed participation, and good-faith dialogue among officials, staff, and members of the public. Nothing herein is intended to limit lawful freedom of expression. Vigorous debate strengthens public decision-making when it is grounded in facts and conducted without intimidation, harassment, obscenity, or personal hostility.

All interactions connected to Town business should reflect the standards expected of those entrusted with public responsibility.

I. Professional Respect

A. Speak and act politely, respectfully, and reasonably.
   a. Refrain from personal attacks, name-calling, and profanity.
   b. Do not use physical gestures that are intended to demean or harass another.
   c. Maintain a composed tone.
   d. Speak in turn, allow others to finish, and engage without raising your voice or speaking over others.
   e. Use language that reflects professionalism and restraint.

B. Be a positive role model in all discussions. Listen actively and address others in the discussion with respect.

C. Be considerate of others' time. Use your allotted time effectively and respect time limitations. Maintain a single, orderly discussion without crosstalk or side conversations.

D. When disagreeing with others, focus on the merits of the issue and not the individual. Recognize that people may have different opinions.

E. If your perspective does not prevail, be willing to discuss the outcome constructively. Describe others' positions the way you would like others to describe yours.

F. Understand and respect that the staff's role is to provide objective information and expert opinion, even if your personal views differ. Address staff with professionalism. Raise concerns about performance or conduct through established administrative processes rather than during public confrontation.

II. Responsibility

A. Enhance democratic processes individually and collectively. Be informed and prepared for public meetings. Encourage others to be informed and involved.

B. Communicate clearly and transparently. Present agenda items and proposals in good faith, with legitimate municipal purpose and stated reasoning.

C. Distinguish your opinions from facts. Ensure your statements of fact are accurate and verifiable.

D. Approach new information with inquiry and good faith, seek common ground where possible, and use public meetings and communications to advance substantive policy discussion.

E. Be accountable for your words and actions. Recognize and apologize if you fall short of this code's standards.

COUNCIL OF THE TOWN OF LA PLATA
Ordinance 26-05

Introduced By: **Mayor Jeannine E. James, by request**

Date Introduced: **April 28, 2026**

Date Adopted:

Date Effective:

AN ORDINANCE concerning

Anti-Harassment Policy for Elected Officials

FOR the purpose of adopting an Anti-Harassment Policy applicable to elected officials of the Town of La Plata; establishing a framework for responding to complaints of harassment made against elected officials; providing standards of conduct; and generally relating to the protection of Town officials, employees, and others from harassing conduct in connection with Town business.

BY adding Chapter 13 – Council
Section 13-21 – Anti-Harassment Policy
Code of the Town of La Plata
(1998 Edition as amended)

WHEREAS, the Town of La Plata is committed to maintaining a professional, respectful, and safe working environment for Town officials, employees, volunteers, and members of the public; and

WHEREAS, harassment by elected officials undermines public trust, disrupts effective governance, and may expose the Town to legal and reputational risk; and

WHEREAS, the Town has adopted an Ethics Ordinance governing standards of conduct for Town officials; and

WHEREAS, the Town Council finds that a separate Anti-Harassment Policy applicable specifically to elected officials is necessary to provide a clear and consistent framework for addressing allegations of harassing conduct; and

WHEREAS, the Anti-Harassment Policy is intended to operate in conjunction with the Town of La Plata Ethics Ordinance and other applicable policies and laws; and

WHEREAS, adoption of a formal Anti-Harassment Policy affirms the Town Council's commitment to accountability and to protecting Town employees and others from inappropriate conduct by elected officials;

NOW, THEREFORE,

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that new Section 13-21 – Anti-Harassment Policy, be and is hereby added to the Code of the Town of La Plata (1998 Edition and Supplements) to stand in the place of the Chapter so repealed, to read as follows:

CODE OF THE TOWN OF LA PLATA
(1998 EDITION AS AMENDED)

***

CHAPTER 13 - COUNCIL

***

13-21 – ANTI-HARASSMENT POLICY.

A. STATEMENT OF GENERAL POLICY. THE TOWN OF LA PLATA (THE "TOWN") IS COMMITTED TO ENSURING THAT ALL INDIVIDUALS WHO INTERACT WITH ITS OFFICIALS AND EMPLOYEES ARE TREATED WITH RESPECT AND ARE FREE FROM HARASSMENT.

B. PURPOSE. THE PURPOSE OF THIS POLICY IS TO PROTECT ALL TOWN OFFICIALS, EMPLOYEES, AND OTHERS FROM UNWELCOME SEXUAL, DISCRIMINATORY, OR INTIMIDATING OVERTURES OR CONDUCT, EITHER PHYSICAL OR VERBAL, AND ANY OTHER BEHAVIOR THAT CREATES A HOSTILE OR DISCRIMINATORY ENVIRONMENT.

C. SCOPE OF POLICY

(1) THIS POLICY APPLIES TO ALL ELECTED OFFICIALS OF THE TOWN — I.E., THE MAYOR AND ALL MEMBERS OF THE TOWN COUNCIL. A TOWN EMPLOYEE OR ANY OTHER INDIVIDUAL WISHING TO FILE A COMPLAINT OF HARASSMENT AGAINST AN ELECTED OFFICIAL SHALL USE THIS POLICY. THE POLICY CONTAINED IN THE TOWN OF LA PLATA EMPLOYEE HANDBOOK, WHICH

GENERALLY GOVERNS HARASSMENT COMPLAINTS MADE BY TOWN EMPLOYEES, WILL NOT APPLY IF THE ACCUSED IS AN ELECTED OFFICIAL.

(2) THIS POLICY TAKES EFFECT ON ~~APRIL 14~~MAY 14, 2026. AFTER THAT DATE, A COMPLAINT MAY BE MADE HEREUNDER WITH RESPECT TO THE CONDUCT OF AN ELECTED OFFICIAL THAT TOOK PLACE ON OR AFTER THE DATE THAT OFFICIAL FIRST TOOK OFFICE, EITHER AS MAYOR OR A MEMBER OF THE TOWN COUNCIL, REGARDLESS OF WHICH SUCH OFFICE IT WAS, HOW MANY TERMS WERE SERVED, OR WHETHER THERE WAS A LAPSE BETWEEN TERMS.

(3) THIS POLICY IS IN ADDITION TO THE RULES OF PROCEDURE THAT WERE ADOPTED BY RESOLUTION NO. 26-21, TO PROMOTE CIVIL DISCOURSE IN THE CONDUCT OF TOWN MEETINGS AND OTHER TOWN BUSINESS.

D. HARASSMENT.

FOR PURPOSES OF THIS POLICY, HARASSMENT MEANS ANY SEVERE, PERVASIVE, OR CONTINUING BEHAVIOR THAT THREATENS, COERCES, HUMILIATES, OR INTIMIDATES AN INDIVIDUAL. HARASSMENT MAY BE VERBAL, NONVERBAL, OR PHYSICAL IN NATURE OR MAY BE BEHAVIOR THAT CREATES AN OTHERWISE HOSTILE OR DISCRIMINATORY ENVIRONMENT. HARASSMENT BY AN ELECTED OFFICIAL IS PROHIBITED AND WILL CONSTITUTE A VIOLATION OF THIS RESOLUTION. HARASSMENT INCLUDES SEXUAL HARASSMENT, WHICH IS FURTHER DEFINED IN SECTION IV OF THIS POLICY. FOR PURPOSES OF THIS POLICY, THE TERM HARASSMENT ALSO INCLUDES RETALIATION, WHICH IS FURTHER DEFINED IN SECTION V OF THIS POLICY.

E. SEXUAL HARASSMENT.

FOR PURPOSES OF THIS POLICY, SEXUAL HARASSMENT MEANS ANY UNWELCOME SEXUAL ADVANCES, REQUESTS FOR SEXUAL FAVORS, OR OTHER VERBAL, NONVERBAL, OR PHYSICAL CONTACT OF A SEXUAL NATURE, OR CONDUCT WHICH IS DIRECTED AT AN INDIVIDUAL BECAUSE OF THAT INDIVIDUAL'S SEX. SEXUAL HARASSMENT MAY INCLUDE A RANGE OF SUBTLE OR OVERT BEHAVIORS AND MAY INVOLVE INDIVIDUALS OF THE SAME OR A DIFFERENT GENDER. DEPENDING ON THE CIRCUMSTANCES, THESE BEHAVIORS MAY INCLUDE, BUT ARE NOT LIMITED TO: UNWANTED SEXUAL ADVANCES OR REQUESTS FOR SEXUAL FAVORS; SEXUAL JOKES AND INNUENDO; VERBAL ABUSE OF A SEXUAL NATURE; COMMENTARY ABOUT AN INDIVIDUAL'S BODY, SEXUAL PROWESS, OR SEXUAL DEFICIENCIES; LEERING, WHISTLING, OR TOUCHING; INSULTING OR OBSCENE COMMENTS OR GESTURES;

DISPLAYING, COMMUNICATING, OR DISTRIBUTING SEXUALLY SUGGESTIVE OBJECTS, PICTURES, OR MESSAGES; AND OTHER PHYSICAL, VERBAL, NONVERBAL, OR VISUAL CONDUCT OF A SEXUAL NATURE.

F. RETALIATION.

(1) FOR PURPOSES OF THIS POLICY, RETALIATION MEANS INTIMIDATING, THREATENING, COERCING, HARASSING, TAKING ADVERSE EMPLOYMENT ACTION AGAINST, AND/OR OTHERWISE DISCRIMINATING AGAINST AN INDIVIDUAL IN ANY WAY BECAUSE THE INDIVIDUAL MADE A REPORT OR COMPLAINT UNDER THIS POLICY, PARTICIPATED IN ANY WAY IN THE INVESTIGATION OR RESOLUTION OF SUCH A COMPLAINT, OR EXERCISED ANY RIGHT OR RESPONSIBILITY UNDER THIS POLICY. RETALIATION INCLUDES CONDUCT THAT IS REASONABLY LIKELY TO DETER AN INDIVIDUAL FROM MAKING A COMPLAINT OR REPORT UNDER THIS POLICY OR FROM PARTICIPATING IN THE INVESTIGATION OR RESOLUTION OF A COMPLAINT. AN INDIVIDUAL MAKING A REPORT WILL BE ADVISED OF THE PROHIBITION AGAINST RETALIATION AT THE TIME THE INDIVIDUAL MAKES THE REPORT.

(2) IF THE ALLEGED HARASSMENT IS ULTIMATELY NOT DEEMED TO BE A VIOLATION OF LAW OR THIS POLICY, AN INDIVIDUAL IS PROTECTED FROM RETALIATION IF THAT INDIVIDUAL HAD A GOOD FAITH BELIEF THAT THERE HAD BEEN A VIOLATION. THIS PROVISION IS NOT INTENDED TO PROTECT PERSONS MAKING INTENTIONALLY FALSE CHARGES OF HARASSMENT, AS FURTHER DESCRIBED BELOW. RETALIATION BY AN ELECTED OFFICIAL IS STRICTLY PROHIBITED AND SHALL BE TREATED AS A MAJOR VIOLATION OF THIS POLICY, SUBJECT TO THE ADMINISTRATIVE AND DISCIPLINARY ACTIONS SET FORTH IN SECTION VII.

G. PROCEDURES FOR REPORTING AND INVESTIGATING HARASSMENT

(1) GENERALLY. THESE PROCEDURES ARE DESIGNED TO ENSURE FAIRNESS AND OBJECTIVITY IN THE INVESTIGATION. AT ANY POINT IN THIS PROCESS, ANY PERSON MAY ELECT TO BE REPRESENTED BY COUNSEL OR ANY OTHER REPRESENTATIVE.

(2) CONFIDENTIALITY. THE TOWN WILL MAKE EVERY EFFORT TO PRESERVE THE CONFIDENTIALITY OF ALL COMPLAINTS ALLEGING HARASSMENT. IN THE COURSE OF INVESTIGATING COMPLAINTS, IT MAY BE NECESSARY TO DISCLOSE

INFORMATION RELATED TO THE COMPLAINT TO PERSONS WHO ARE INVOLVED IN THE PROCESS AS WITNESSES, RESPONDENTS, AND INVESTIGATORS. ONLY THOSE INDIVIDUALS WHO NEED TO KNOW WILL BE PROVIDED INFORMATION ABOUT THE COMPLAINT AND ACCESS TO THE CONFIDENTIAL RECORDS.

(3) REPORTING INCIDENTS.

(a) EARLY REPORTING AND INTERVENTION ARE MOST EFFECTIVE IN RESOLVING ACTUAL OR PERCEIVED INCIDENTS OF HARASSMENT, REGARDLESS OF THE OFFENDER'S IDENTITY OR POSITION. THEREFORE, THE TOWN ENCOURAGES INDIVIDUALS WHO BELIEVE THEY HAVE BEEN SUBJECTED TO OR HAVE WITNESSED HARASSMENT TO PROMPTLY ADVISE THE OFFENDER THAT THE BEHAVIOR IS UNWELCOME AND REQUEST THAT IT BE STOPPED. OFTEN THIS ACTION ALONE WILL RESOLVE THE PROBLEM. THE TOWN RECOGNIZES, HOWEVER, THAT AN INDIVIDUAL MAY PREFER NOT TO ADDRESS THE ALLEGED OFFENDER DIRECTLY. IF, FOR ANY REASON, AN INDIVIDUAL DOES NOT WISH TO ADDRESS THE OFFENDER DIRECTLY, OR IF SUCH ACTION DOES NOT SUCCESSFULLY END THE OFFENSIVE CONDUCT, THE INDIVIDUAL SHOULD PROMPTLY REPORT THE INCIDENT.

(b) THE TOWN ENCOURAGES THE PROMPT AND GOOD FAITH REPORTING OF INCIDENTS OR CONCERNS SO THAT RAPID AND CONSTRUCTIVE ACTION CAN BE TAKEN BEFORE RELATIONSHIPS BECOME IRREPARABLY STRAINED AND BEFORE OFFENSIVE CONDUCT CONTINUES OR ESCALATES.

(c) INDIVIDUALS WHO BELIEVE THAT THEY HAVE BEEN EXPOSED TO OR WITNESSED PROHIBITED CONDUCT SHOULD DISCUSS THEIR CONCERNS WITH THE DIRECTOR OF HUMAN RESOURCES (THE "DIRECTOR") OR THE TOWN ATTORNEY.

(d) AN ALLEGED VICTIM OF HARASSMENT, OR A PERSON ACTING ON THE VICTIM'S BEHALF WITH OR WITHOUT THE VICTIM'S CONSENT, MAY REPORT A CLAIM TO THE DIRECTOR OR THE TOWN ATTORNEY.

(e) REPORTS OF PROHIBITED CONDUCT MAY BE MADE VERBALLY OR IN WRITING.

(f) IF THE INITIAL COMPLAINT WAS VERBAL, THE VERBAL COMMUNICATION SHALL BE MEMORIALIZED IN WRITING BY THE PERSON RECEIVING THE

COMPLAINT, NOTING THE DATE, TIME AND CIRCUMSTANCES OF THE VERBAL COMPLAINT.

(4) INITIAL MEETING WITH COMPLAINANT

(a) FOLLOWING RECEIPT OF A COMPLAINT, THE DIRECTOR SHALL MEET WITH THE COMPLAINANT AS SOON AS MUTUALLY CONVENIENT.

(b) THE DIRECTOR SHALL INFORM THE COMPLAINANT THAT HE OR SHE MAY HAVE A REPRESENTATIVE AT THE MEETING.

(c) THE DIRECTOR SHALL FULLY INFORM THE COMPLAINANT ABOUT THIS POLICY AND SHALL ANSWER ANY QUESTIONS THAT THE COMPLAINANT MAY HAVE.

(d) THE DIRECTOR SHALL ALSO INFORM THE COMPLAINANT ABOUT THE OTHER AVAILABLE OPTIONS, SUCH AS FILING WITH STATE AND FEDERAL COMPLIANCE AGENCIES.

(e) THE DIRECTOR SHALL LISTEN TO THE COMPLAINANT'S ALLEGATIONS AND DISCUSS THE COMPLAINT WITH DISCRETION, SENSITIVITY AND DUE CONCERN FOR THE DIGNITY OF THOSE INVOLVED.

(f) THE COMPLAINANT SHALL BE ASKED WHAT REMEDIES HE OR SHE FEELS WOULD RESOLVE THE COMPLAINT.

(g) THE DIRECTOR SHALL INFORM THE COMPLAINANT THAT WHILE EVERY REASONABLE EFFORT WILL BE MADE TO PROTECT THE CONFIDENTIALITY AND PRIVACY OF THE INDIVIDUALS INVOLVED, THE CONDUCT OF AN INVESTIGATION REQUIRES THAT THE ALLEGED HARASSER BE INFORMED OF THE ALLEGATIONS, AND THAT WITNESSES BE INTERVIEWED.

(h) THE DIRECTOR SHALL FULLY DOCUMENT THE COMPLAINT AND THE REQUESTED REMEDIES.

(5) INITIAL EVALUATION.

(a) FOLLOWING THE INITIAL MEETING WITH THE COMPLAINANT, THE DIRECTOR SHALL DEFINE THE SCOPE OF A POTENTIAL INVESTIGATION.

(b) THE DIRECTOR HAS THE DISCRETION TO DETERMINE WHETHER OR NOT TO INITIATE A FULL INVESTIGATION IN LIGHT OF THE CIRCUMSTANCES OF ANY PARTICULAR CASE.

(c) THE DIRECTOR SHALL NOT INITIATE A FULL INVESTIGATION IF THERE ARE NO MATERIAL FACTS IN DISPUTE, IF THE CONDUCT ALLEGED IN THE

COMPLAINT WOULD NOT CONSTITUTE HARASSMENT AS DEFINED IN THIS POLICY EVEN IF PROVED, OR IF THE DIRECTOR BELIEVES THE MATTER MAY BE RESOLVED QUICKLY THROUGH INFORMAL DISCUSSIONS.

(d) IF THE DIRECTOR DECIDES TO RESOLVE THE MATTER INFORMALLY, THE DIRECTOR SHALL SPEAK WITH THE RELEVANT PARTIES AND DOCUMENT ALL EFFORTS UNDERTAKEN TO ADDRESS THE MATTER AND INDICATE THE RESOLUTION REACHED AND ACTIONS TAKEN, IF ANY.

(e) IF A FULL INVESTIGATION IS NOT DEEMED NECESSARY BY THE DIRECTOR, BUT THE MATTER REMAINS UNRESOLVED THROUGH INFORMAL MEANS, THE DIRECTOR SHALL SUBMIT A SUMMARY REPORT TO THE NON-ACCUSED MEMBERS OF THE TOWN COUNCIL FOR SUCH ADMINISTRATIVE ACTION AS THEY DEEM APPROPRIATE TO MAINTAIN A SAFE AND PROFESSIONAL ENVIRONMENT.

(6) ASSIGNMENT OF INVESTIGATOR.

(a) IF THE DIRECTOR DETERMINES THAT A FULL INVESTIGATION IS WARRANTED, THE DIRECTOR SHALL APPOINT ONE OR MORE IMPARTIAL, QUALIFIED INVESTIGATORS TO INVESTIGATE THE ALLEGATIONS CONTAINED IN THE COMPLAINT.

(b) THE INVESTIGATORS SHALL BE THIRD-PARTY PROFESSIONALS RETAINED BY THE TOWN NOT OTHERWISE EMPLOYED OR AFFILIATED WITH THE TOWN.

(7) INVESTIGATION PROCESS.

(a) GENERALLY, AN INVESTIGATOR WILL PERFORM AN INVESTIGATION THAT INCLUDES THE ELEMENTS SET FORTH IN THIS SECTION.

(b) IT WILL BE WITHIN THE INVESTIGATOR'S DISCRETION TO DETERMINE THE EXTENT OF THE INVESTIGATION NECESSARY, WHAT INFORMATION IS RELEVANT, AND WHETHER TO MODIFY ANY ELEMENTS OF THIS PROCESS BASED ON THE CIRCUMSTANCES OF A PARTICULAR CASE.

(c) THE INVESTIGATOR WILL:

i. ESTABLISH A TIMELINE FOR THE INVESTIGATION, WITH A TARGET DEADLINE FOR COMPLETION THAT IS REASONABLE AND AS PROMPT AS PRACTICABLE UNDER ALL THE CIRCUMSTANCES;

ii. PROVIDE WRITTEN NOTIFICATION TO THE ELECTED OFFICIAL ACCUSED OF HARASSMENT OF THE COMPLAINT AND INVESTIGATION;

iii. INTERVIEW THE ELECTED OFFICIAL;

iv. INTERVIEW ALL AVAILABLE, RELEVANT WITNESSES WHO ARE WILLING TO PARTICIPATE AND CONDUCT FOLLOW-UP INTERVIEWS AS NECESSARY;

v. IF THE INVESTIGATION TAKES LONGER THAN ONE MONTH, PROVIDE MONTHLY STATUS UPDATES TO THE PARTIES THROUGHOUT THE INVESTIGATION; AND

vi. PREPARE A WRITTEN REPORT FAIRLY SUMMARIZING THE INVESTIGATION, ALL WITNESS INTERVIEWS, AND ADDRESSING ALL RELEVANT EVIDENCE. APPENDICES INCLUDING RELEVANT PHYSICAL OR DOCUMENTARY EVIDENCE WILL BE INCLUDED. THE REPORT WILL SET FORTH ANY CONCLUSIONS DRAWN FROM THE EVIDENCE AS TO WHETHER THE FACTS ALLEGED BY THE COMPLAINANT ARE TRUE OR WHAT ACTUALLY TRANSPIRED, STATING WHY SUCH INFERENCES WERE DRAWN AND UPON WHICH EVIDENCE THEY ARE BASED. IF NO CONCLUSION IS APPARENT TO THE INVESTIGATOR, THE REPORT WILL EXPLAIN IN DETAIL WHY A CONCLUSION CANNOT BE REACHED. AFTER GATHERING, ASSESSING, AND SYNTHESIZING THE FACTS AND EVIDENCE, THE INVESTIGATOR WILL APPLY THE RELEVANT LEGAL STANDARDS TO THE FACTS AND DETERMINE WHETHER, BASED ON A PREPONDERANCE OF THE EVIDENCE (I.E., IT IS "MORE LIKELY THAN NOT"), THE ELECTED OFFICIAL ENGAGED IN THE ALLEGED HARASSMENT. IN DETERMINING WHETHER AN INDIVIDUAL'S CONDUCT CONSTITUTES HARASSMENT, THE INVESTIGATOR SHALL CONSIDER THE RECORD AS A WHOLE AND THE TOTALITY OF THE CIRCUMSTANCES, SUCH AS THE NATURE OF THE HARASSMENT AND THE CONTEXT IN WHICH ANY ALLEGED INCIDENT OCCURRED. THE REPORT MAY INCLUDE RECOMMENDATIONS THAT THE TOWN'S ETHICS COMMISSION CONDUCT FURTHER PROCEEDINGS OR DISMISS THE COMPLAINT.

H. RESOLUTION AND DISCIPLINARY ACTION.

(1) SUBMISSION OF REPORT: UPON COMPLETION OF THE FINAL INVESTIGATION REPORT, THE DIRECTOR SHALL TRANSMIT THE REPORT TO THE MAYOR AND TOWN COUNCIL (THE 'REVIEWING BODY'). ANY ELECTED OFFICIAL NAMED AS A RESPONDENT IN THE COMPLAINT SHALL BE AUTOMATICALLY RECUSED FROM ALL DELIBERATIONS, EXECUTIVE SESSIONS, AND VOTING RELATED TO THE MATTER.

(2) REVIEW AND FINDINGS: THE REVIEWING BODY SHALL REVIEW THE INVESTIGATOR'S FINDINGS AND, BY A MAJORITY VOTE OF THOSE NOT RECUSED, SHALL DETERMINE WHETHER A VIOLATION OF THIS POLICY OCCURRED BASED ON A PREPONDERANCE OF THE EVIDENCE.

I. FALSE CLAIMS.

(1) AN ELECTED OFFICIAL WHO KNOWINGLY AND INTENTIONALLY MAKES A MATERIALLY FALSE STATEMENT OF FACT IN CONNECTION WITH A HARASSMENT COMPLAINT OR INVESTIGATION, FOLLOWING A FINDING OF SUCH FALSITY THROUGH ESTABLISHED REVIEW PROCEDURES, SHALL BE DEEMED TO HAVE COMMITTED A SEPARATE AND DISTINCT VIOLATION OF THIS POLICY, AND THE REVIEWING BODY MAY IMPOSE ANY OF THE SANCTIONS SET FORTH IN SECTION VII.

(2) THIS PROVISION SHALL NOT APPLY TO COMPLAINTS MADE IN GOOD FAITH, EVEN IF THE ALLEGATIONS ARE NOT SUBSTANTIATED.

J. TRAINING.

(1) THE DIRECTOR WILL ENSURE THAT ELECTED OFFICIALS RECEIVE SEXUAL HARASSMENT TRAINING IN ACCORDANCE WITH CURRENT BEST PRACTICES AT THE BEGINNING OF THEIR TERM AND TWO YEARS INTO THE TERM.

(2) OFFICIALS ELECTED OR APPOINTED DURING A TERM WILL RECEIVE INDIVIDUALIZED TRAINING WITHIN 30 DAYS AFTER THEY TAKE OFFICE AND AGAIN IN TWO YEARS, IF APPLICABLE.

K. STATE AND FEDERAL REMEDIES.

(1) IN ADDITION TO THE PROCESS DESCRIBED IN THIS POLICY, IF AN INDIVIDUAL BELIEVES THE INDIVIDUAL HAS BEEN SUBJECTED TO UNLAWFUL DISCRIMINATION OR HARASSMENT, THE INDIVIDUAL MAY FILE A FORMAL COMPLAINT WITH THE U.S.

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION OR THE MARYLAND COMMISSION ON CIVIL RIGHTS.

(2) USING THE TOWN'S COMPLAINT PROCESS DOES NOT PROHIBIT AN INDIVIDUAL FROM FILING A COMPLAINT WITH ONE OF THESE AGENCIES.

SECTION 2: AND BE IT FURTHER ENACTED, that complaints alleging violations of the Anti-Harassment Policy shall be reviewed and processed in accordance with the procedures set forth in this Ordinance and consistent with applicable law.

SECTION 3: AND BE IT FURTHER ENACTED, that nothing in this Ordinance shall be construed to limit the authority of the Council under the Town Charter or Ethics Ordinance to address misconduct by elected officials.

SECTION 4: AND BE IT FURTHER ENACTED that this Ordinance shall become effective at the expiration of fifteen (15) calendar days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0512

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Monica Kennedy
DEPARTMENT: Human Resources
TYPE: Resolution
SUBJECT: LEOPS Pickup and Transfer

BACKGROUND:

The Town's consideration of enhanced retirement options for certain employees has been under discussion for some time. In early 2023, the Town hired a new Treasurer and Director of Human Resources. As part of that transition, responsibility for continuing this work shifted to those positions because retirement and benefits administration are more closely aligned with their areas of expertise and specialization. At that time, there had already been prior discussion and preliminary work by the Police Department regarding options for placing sworn personnel into a separate pension structure. Earlier concepts had involved a plan similar to, but not the same as, the Law Enforcement Officers' Pension System, which had previously been viewed as cost-prohibitive.

In May 2023, the Council provided direction regarding the type of retirement plan features it wanted explored. At that time, the discussion included both Police Department and Public Works employees, based on the view that these positions involve highly physical and higher-risk work that may cause wear and tear at a greater rate than many other Town positions. In July 2023, the Council adopted Resolution 23-22 authorizing Bolton to study enhanced pension plan options. In December 2023, Bolton presented five options for Council consideration. Following that presentation, in January 2024, the Council advised staff which option it wanted Human Resources and the Treasurer to pursue further.

Throughout 2024, Human Resources contacted several vendors that specialize in retirement plan creation and administration. The Town consistently received feedback that the requested plan design was unusual and would entail administrative and cost considerations not previously identified. Three vendors disengaged after reviewing the initial outline developed from the Bolton study. Vendors generally encouraged the Town to consider an existing or more traditional retirement plan structures rather than an enhanced model

intended to bridge the gap between early retirement and the point at which employees would become eligible for full benefits under the Maryland State Retirement and Pension System.

In November 2024, the Council requested meetings with each vendor to ask questions directly. At that point, only two vendors remained actively engaged and willing to explore the plan concept. The first meeting occurred in December 2024, while the second was delayed until March 2025 due to holiday scheduling and vendor staff availability.

In early 2025, a final decision had not been made before budget adoption. The Council postponed further discussion until after the municipal election and the seating of the new Council in May 2025. On May 27, 2025, the new Council approved a budget amendment to include the cost of the LEOPS valuation and narrowed the discussion to Police Department sworn personnel only, no longer including Public Works employees. In June 2025, the Town submitted its initial application for valuation to begin the LEOPS process. The initial valuation was received in November 2025 and reviewed by internal staff.

In January 2026, the Finance Committee reviewed the fiscal sustainability of LEOPS participation. In February 2026, the Council was presented with a summary of projected costs and directed staff to continue the process.

The two resolutions now before the Council are the next required step under State procedures to authorize participation in LEOPS through the Maryland State Retirement and Pension System.

FISCAL IMPACT:

The fiscal impact of participation in LEOPS will vary from year to year based on the actuarially determined contribution rates established by the Maryland State Retirement and Pension System. The projected fiscal impact for FY27 has already been incorporated into the draft budget, which is currently under Council review and scheduled for approval in May.

STRATEGIC PLAN ALIGNMENT:

This item aligns with the Town's Strategic Plan goal of Operational Excellence by supporting sound organizational planning, long-term fiscal and workforce management, and compliance with statutory retirement system requirements.

SUSTAINABILITY CONSIDERATIONS:

Participation in LEOPS supports the Town's long-term organizational sustainability by providing a structured retirement benefit framework for eligible law enforcement personnel. It also promotes workforce stability, competitive positioning, and responsible planning for future pension obligations.

ADA CONSIDERATIONS:

There are no direct ADA considerations associated with approval of these resolutions.

RECOMMENDED ACTION:

Adopt Resolution 26-26, "Law Enforcement Officers' Pension System Pick-Up" and Resolution 26-27, "Transfer to the Law Enforcement Officers' Pension System," required by the State of Maryland to authorize the Town's participation in the Law Enforcement Officers' Pension System within the Maryland State Retirement and Pension System.

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0510

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Kelly Phipps
DEPARTMENT:	Legislative
TYPE:	Town Council Ordinance Town Council Resolution
SUBJECT:	Realignment of the Town Beautification Commission and Keep La Plata Beautiful Committee

BACKGROUND:

A realignment of the Beautification Commission and the Keep La Plata Beautiful Committee (KLPB) has become necessary to address staffing and budgetary concerns while forwarding the Town's commitment to a sustainable community.

The establishment and composition of the Beautification Commission and the appointment and terms of the members of the Beautification Commission are defined in Chapter 8 of the Town Code. The establishment and composition of the Keep La Plata Beautiful Committee and the appointment and terms of the members of that committee are defined in Town Council Resolution 19-18, "Keep La Plata Beautiful," adopted August 26, 2019.

As Town and community priorities evolved, duties and responsibilities were re-assigned, resulting in redundancy of statutory duties, budgetary disconnect, and constraints on staff and volunteer resources. For example, historical preservation was re-assigned to the Historic Preservation Commission, and Main Street Maryland activities and reporting were re-assigned to the Planning Department.

An analysis of the respective duties of the Beautification Commission and the Keep La Plata Beautiful Committee as specified in Town Code and via Resolution 19-18 follows.

Note: *The resolution establishing KLPB only defines its membership and composition; it does not assign specific duties or powers. Therefore, all duty-related analysis is necessarily one-sided: the Beautification Commission has codified duties; KLPB does not.*

Category	Beautification Commission (Town Code)	Keep La Plata Beautiful Committee (Resolution 19-18)
Cleanliness monitoring	Surveys public and private properties for trash and refuse.	No duties specified, but this duty was executed by KLPB.
Cleanup leadership	Provides leadership for cleanup drives; cooperates with town, county, state, private groups.	No duties specified, but this duty was executed by KLPB.
Beautification programs	Recommends programs such as planting trees/shrubs and partners with state & county agencies.	No duties specified, but activities related to this duty were conducted by KLPB for: • Keep America Beautiful • Bird City Network • Tree City USA • Bee City USA (lapsed) • Sustainable Maryland
Historical preservation	Works to preserve historical heritage; may accept gifts toward this purpose. *Note: Historical heritage preservation is executed by the Historic Preservation Commission*	No duties specified.
Cooperation with Keep Maryland Beautiful	Explicitly directed to cooperate with Keep Maryland Beautiful and similar programs.	Formed as part of La Plata becoming an affiliate of Keep America Beautiful/Keep Maryland Beautiful. No duties were stated, but this duty was executed by KLPB.

Category	Beautification Commission (Town Code)	Keep La Plata Beautiful Committee (Resolution 19-18)
Reporting	Submits reports to the Planning Commission when observations relate to planning/zoning.	No duties specified. KLPB fulfilled reporting requirements for: • Keep America Beautiful (annual) • Bird City Network (2 years) • Tree City USA (annual) • Bee City USA (lapsed)(annual) • Sustainable Maryland (3 years) • Main Street Maryland *(transferred to Planning Department)*
Financial authority	May receive gifts; may buy/sell assets (with Town Council approval).	No duties specified.
Rules, meetings, procedure	May adopt rules; subject to open meetings rules; quorum defined.	Not specified.

Staffing and Membership

Both include Town Council ex-officio representation. KLPB includes a designee from the Beautification Commission, explicitly linking the two bodies.

The Beautification Commission was supported by one (1) staff liaison. KLPB was supported by one (1) staff liaison; membership included designees from the Town's Department of Operation and the Department of Planning.

KLPB's membership included a member of the now-defunct La Plata Business Association.

FISCAL IMPACT:

Costs associated with the Beautification Commission are currently budgeted and approved through the Town's annual fiscal budget process. No additional staffing costs are anticipated because of this realignment. Historically, grant funding has been secured to offset a portion of program-related expenses, and the Town will continue to pursue such funding opportunities as they become available.

STRATEGIC PLAN ALIGNMENT:

Citizen boards and commissions align with numerous goals defined in the 2022 Strategic Plan:

- ***Goal #1, Good Governance***: By serving as responsible stewards, we promote opportunities for our residents to see reward in giving back and help them become involved as good neighbors.
    - Ensure fair and transparent decision-making processes by following established procedures.
    - Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds.
    - Manage all assets as a responsible fiduciary; Ensure funds are available for providing quality services in an equitable manner and our infrastructure is maintained now and in the future by prioritizing long-term financial sustainability over short-term tasks.
    - Assess community needs and desires by seeking community input and feedback through regular program interactions
- ***Goal #2, Operational Excellence***: Retain professional staff with the appropriate education, facilities, equipment, tools, and technology to efficiently provide quality work with a sense of pride.
    - Enhance community programs and services by strengthening services and programs with adequate staffing and technical expertise. Regularly assess staffing levels and position placement effectiveness. Evaluate areas of improvement in services, programs, and technical expertise as part of annual budget process.

- ***Goal #3, Community Identity***: Engage citizens and visitors through enhancement and communication of amenities, programs, and events hosted in La Plata.
    - Protect environmental resources by maintaining policies to protect and preserve forest, open space, and wildlife.
    - Develop ordinances that promote safety and environmental protection.

SUSTAINABILITY CONSIDERATIONS:

Appointment of residents and stakeholders to boards and commissions supports the 2020 Comprehensive Plan, ensures continuity through the pending review and update of the Comprehensive Plan by 2030, and provides for long-term citizen engagement in the town's continued growth and development.

- ***Comprehensive Plan Goal #9 (Environmentally Sensitive Areas Goals and Actions):*** Encourage programs and projects that connect residents to the town's natural resources.
    1. Build relationships with non-profit conservation organizations who can assist individual landowners in preserving the important natural features on their properties
    2. Create environmental stewardship activities led by the Town or non-profit organizations
- ***Comprehensive Plan Goal #19 (Municipal and Community Services & Facilities Goals and Actions):*** Promote a culture of civic activism and community ownership.
    1. The town should continue to invest in community activities that bring residents together and create strong civic bonds.
    2. The town should work to identify a diverse and growing group of residents to serve on its boards and commissions and to lead other beneficial programs to the community.

ADA CONSIDERATIONS:

If necessary, appropriate accommodations will be made to ensure accessibility for all committee members. Participants in related activities will be encouraged to engage only to the extent allowable by their abilities; accommodations will be made whenever possible.

RECOMMENDED ACTION:

- Adopt Resolution 26-24, repealing Resolution 19-18, "Keep La Plata Beautiful"
- Adopt Ordinance 26-04, repealing Chapter 8, "Beautification Commission," of the Town Code and replacing it with Chapter 8, "Sustainability Advisory Committee," assigning the duties and responsibilities of the Beautification Commission and the Keep La Plata Beautiful Committee to a single advisory board

ATTACHMENTS:

- Resolution 19-18, "Keep La Plata Beautiful," adopted August 26, 2019
- Resolution 19-22, "Participation in Sustainable Maryland Municipal Certification Program," adopted October 28, 2019
- Resolution 21-13, "Sustainable Maryland Municipal Certification Program," adopted June 22, 2021
- Town Code Chapter 8, "Beautification Commission"

COUNCIL OF THE TOWN OF LA PLATA
Resolution 19-18

Introduced By:	**Mayor Jeannine James, by request**
Date Introduced:	**August 26, 2019**
Date Adopted:	**August 26, 2019**
Date Effective:	**August 26, 2019**

A RESOLUTION concerning

Keep La Plata Beautiful.

FOR the purpose of establishing the Keep La Plata Beautiful (KLB) Committee and the composition of the membership.

* * * * * * * * * * * * * * * * * *

WHEREAS, the Town Council desires to have a clean, green, safe and beautiful community; and

WHEREAS, the Town has applied for affiliate status of the Keep America Beautiful organization and Maryland is recognized as an affiliate called Keep Maryland Beautiful; and

WHEREAS, the Town is also an affiliate of Main Street Maryland program (a comprehensive downtown revitalization program) and Maryland's program includes a Five Point Approach to achieve recognition as a Main Street Maryland community; and

WHEREAS, one of the program areas emphasizes CLEAN, SAFE, AND GREEN: Enhancing the perception of a neighborhood through the principals of Smart Grown and Sustainability; and

WHEREAS, the Town Council agrees that the efforts to support the community through these collaborative efforts is meeting the intended goals of both the Keep Maryland Beautiful and Main Street Maryland Programs; and

WHEREAS, the Town Council reviewed the staff recommendation for the composition of the Keep La Plata Beautiful (KLB) Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that the Keep La Plata Beautiful Committee is created in accordance with the following composition of the membership:

KLB Committee Composition:
Beautification Commission – Designee(s)
Ward 1 Resident
Ward 2 Resident
Ward 3 Resident
Ward 4 Resident
Director of Operations – designee(s)
Planning Director - designee
La Plata Business Association – Designee
Town Council – Designee(s)

ADOPTED AND APPROVED by the Council of the Town of La Plata on this 26 day of August 2019.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

Matthew T. Simpson, Councilman

Brent Finagin, Councilman

Emily Mudd Hendricks, Councilwoman

Paddy Mudd, Councilwoman

ATTEST:

Danielle Mandley, CMC, Town Clerk
Date: 8/26/19

COUNCIL OF THE TOWN OF LA PLATA
Resolution 19-22

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**Scheduled for October 28, 2019**
Date Adopted:	**Scheduled for October 28, 2019**
Date Effective:	**Scheduled for October 28, 2019**

A RESOLUTION concerning

Participation in Sustainable Maryland Municipal Certification Program

FOR the purpose of demonstrating support for participation in the Sustainable Maryland Municipal Certification Program and all matters related thereto.

* * * * * * * * * * * * * * * * *

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, the Council of the Town of La Plata strives to save tax dollars, assure clean land, air and water, improve working and living environments as steps to building a sustainable community that will thrive well into the new century; and

WHEREAS, the Council of the Town of La Plata hereby acknowledges that the residents of the Town of La Plata desire a stable, sustainable future for themselves and future generations; and

WHEREAS, the Town Council wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable, economically-sound, local government practices; and

WHEREAS, by endorsing a sustainable path the Town of La Plata is pledging to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices; and

WHEREAS, as elected representatives of the Town of La Plata, we have a significant responsibility to provide leadership which will seek community-based sustainable solutions to strengthen our community.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA, that it is a priority to focus attention and effort within the Town of La Plata on matters of sustainability, and the Council of the Town of La Plata wishes to pursue local initiatives and actions that will lead to Sustainable Maryland Municipal Certification.

BE IT FURTHER RESOLVE, BY THE OF THE TOWN OF LA PLATA that we do hereby authorize the Town Manager, or designee, to serve as the Town of La Plata's agent for the Sustainable Maryland Municipal Certification process and authorize [him/her] to complete the Municipal Registration on behalf the Town of La Plata.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this 28th day of October 2019.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

Matthew T. Simpson, Councilman

Brent Finagin, Councilman

Emily Mudd Hendricks, Councilwoman

Paddy Mudd, Councilwoman

ATTEST:

Danielle Mandley, CMC, Town Clerk
Date: 10/28/19

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COUNCIL OF THE TOWN OF LA PLATA
Resolution 21-13

Introduced By:	**Mayor Jeannine E. James**
Date Introduced:	**June 22, 2021**
Date Adopted:	**June 22, 2021**
Date Effective:	**June 22, 2021**

A RESOLUTION concerning

Sustainable Maryland Municipal Certification Program

FOR the purpose of confirmation and support for the application for certification in the Sustainable Maryland Municipal Certification Program; adoption of the Green Team Action Plan; adoption of the Green Purchasing Policy; and all matters related thereto.

* * * * * * * * * * * * * * * * * *

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic, and social objectives are balanced and mutually supportive; and

WHEREAS, the Council of the Town of La Plata strives to save tax dollars, assure clean land, air and water, improve working and living environments as steps to building a sustainable community that will thrive well into the new century; and

WHEREAS, the Council of the Town of La Plata hereby acknowledges that the residents of the Town of La Plata desire a stable, sustainable future for themselves and future generations; and

WHEREAS, the Town Council wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable, economically-sound, local government practices; and

WHEREAS, the Town Council, by adoption of Resolution 19-22 on October 28, 2019, and by endorsing a sustainable path, the Town of La Plata pledged to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices; and

WHEREAS, as elected representatives of the Town of La Plata, we have a significant responsibility to provide leadership which will seek community-based sustainable solutions to strengthen our community; and

WHEREAS, to support the goal to meet the eligibility requirements for program certification, the Keep La Plata Beautiful Green Team participated in training; conducted a

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community survey; provided input on a Green Purchasing Policy; identified key programs to help develop a multi-year action plan; and facilitated the input and collaboration across multiple departments and Keep La Plata Beautiful Workgroups to develop the Action plan.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA, that we do hereby commend the efforts of all who participated to develop the Town's Sustainable Maryland Program and Application, and herby adopt the Green Team Action Plan, as included in Attachment 1 and the Green Purchasing Policy as included in Attachment 2, and authorize the Town of La Plata's agent for the Sustainable Maryland Municipal Certification to complete the Municipal Application on behalf the Town of La Plata.

ADOPTED AND APPROVED by the Council of the Town of La Plata on June 22, 2021.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

DocuSigned by:
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Jeannine E. James, Mayor

DocuSigned by:
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James Goldsmith, Councilman

DocuSigned by:
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Matthew D. Trollinger, Councilman

DocuSigned by:
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Evalyne L. Bryant-Ward, Councilwoman

ATTEST:

DocuSigned by:
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Danielle Mandley, CMC
Town Clerk
Date: June 22, 2021

DocuSigned by:
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David M. Jenkins, Councilman

Chapter 8
BEAUTIFICATION COMMISSION

Sections:

[HISTORY: Derived from Ch. 2, Art. V, of the Charter and Code of Ordinances of the Town of La Plata, as reprinted 7-1-79. Section 8-9B(3) amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I. Other amendments noted where applicable.]

GENERAL REFERENCES

Planning Commission — See Ch. 40.

8-1 Creation.

There is hereby created a Commission to be known as the "Commission for the Beautification of La Plata," which is hereinafter referred to as the "Beautification Commission."

8-2 Composition, appointment and terms.

A. The Beautification Commission shall consist of five (5) members.

B. Four (4) members of the Beautification Commission shall be appointed by the Town Council. The term of each member so appointed shall be for four (4) years or until his successor is appointed. **[Amended 3-9-93 by Ord. No. 93-2-A; 2-26-08 by Ord. No. 08-1]**

C. The fifth member of the Beautification Commission shall be a member of the Town Council and shall be appointed by the Town Council. The term of this member shall be for two (2) years or until his successor is appointed. Notwithstanding the foregoing, the term on the Beautification Commission of the member of the Council shall cease whenever his official tenure as a member of the Council terminates. **[Amended 3-9-93 by Ord. No. 93-2-A; 2-26-08 by Ord. No. 08-1]**

D. Notwithstanding the foregoing, upon approval of the Town Council, the members of the La Plata Planning Commission may also be appointed as members of the Beautification Commission and the Beautification Commission responsibilities be assigned to the Planning Commission.

8-3 Removal.

Any member of the Beautification Commission may be removed for good cause by the Town Council. Before removal, the member of the Beautification Commission to be removed shall be given a written copy of the charges against him and shall have a public hearing on them before the Town Council if he so requests within ten (10) days after receiving the written copy of the charges against him.

8-4 Vacancies.

Any vacancy in the membership of the Beautification Commission caused by the expiration of a term or by the permanent absence from the State of Maryland of an incumbent or by supervening incapacity on his part, whether physical or mental, to discharge his duties or by any other cause creating such a vacancy, either actual or in effect, shall be filled by the Mayor in the manner prescribed in § 8-2 of this chapter; provided, however, that in

the case of an unexpired term, the term of the new member shall be only for the remainder of the unexpired term for which his predecessor was appointed.

8-5 Chairman. [Amended 3-9-93 by Ord. No. 93-2-A; 2-26-08 by Ord. No. 08-1]

The Beautification Commission shall have a Chairman who shall be appointed by the Town Council. The term of the Chairman shall be for two (2) years; and a member shall be eligible for reappointment to the position of Chairman.

8-6 Compensation.

The members of the Beautification Commission shall not be entitled to any compensation for their services on the Commission, but they may be reimbursed for actual expenses, if any, necessarily incurred in the performance of their duties; provided, however, that such reimbursement shall be made solely upon approval by the Town Council.

8-7 Rules; quorum; open meetings.

A. The Beautification Commission may adopt such rules and regulations as it may deem necessary for the proper transaction of any business.

B. Three (3) members of the Beautification Commission shall constitute a quorum. No vacancy in the Beautification Commission shall impair the right of a quorum to exercise all the right or perform all of the duties of the Commission.

C. All sessions or meetings of the Beautification Commission, except executive sessions, shall be open to the public.

8-8 Duties of town officials in connection with Commission.

The Chief Executive Officer or his agent shall serve as executive secretary for the Beautification Commission, and the Town Attorney shall serve as attorney for the Beautification Commission.

8-9 Purpose; powers and duties.

A. The Beautification Commission is created for the purpose of promoting the beautification of the Town of La Plata.

B. The powers and duties of the Beautification Commission shall be as follows:

(1) To survey the public and private properties within the Town of La Plata to ascertain whether they are being kept free from trash and refuse.

(2) To provide active leadership for cleanup drives in the Town of La Plata and, in such efforts, to cooperate with town officials, county officials, state officials, private organizations and private persons.

(3) To recommend beautification programs to the Town Council by the planting of trees and shrubs or by other appropriate methods and to utilize the services of the State Highway Administration, the State Department of Forests and Parks, the State Department of Game and Inland Fish, other state agencies, the Charles County Beautification Committee, other county agencies, town agencies, private agencies and private persons. The Town Council is authorized to expend funds to implement this subsection, but the Beautification Commission shall incur no expenses without the specific approval of the Town Council.*

(4) To preserve the historical heritage of the Town of La Plata, with proper allowance for necessary change or progress, to cooperate with historical societies in these efforts and to accept, with the approval of the Town Council, gifts to promote these objectives.

(5) To receive gifts, real or personal, from private persons or governmental agencies to promote the purposes of the Beautification Commission and to buy and/or sell assets in its hands, provided that the Town Council shall approve both the acquisition of assets and disposition thereof.

(6) To cooperate with the Keep Maryland Beautiful program of the State of Maryland, to cooperate with any other national, state, regional, county or local beautification program and to utilize the advice and services of the garden clubs of Charles County and of the Town of La Plata for the promotion of the objectives of this chapter.

(7) To submit reports to the La Plata Planning Commission in those instances in which the Beautification Commission's observations relate to the functions of planning and zoning.

* Editor's Note: Amended at time of adoption of Code: see Ch. 1, General Provisions, Art. I.

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0513

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Michelle Miner, Assistant Town Manager
DEPARTMENT:	Administration
TYPE:	Town Council Resolution
SUBJECT:	Flag Protocol Policy

BACKGROUND:

The ceremonial use of flags is a long-standing tradition used to honor individuals, commemorate national events, and promote civic pride. Currently, the Town does not have a formalized written policy for the Town flag. In the absence of a formal policy, decisions as to when and how to lower the Town flag, when to recognize individuals, and displays along Charles Street and at Town Hall where made on a case-to case-basis. The proposed policy provides guidelines to ensure uniformity and respectful observance.

FISCAL IMPACT:

There is no significant fiscal impact associated with the adoption of this policy. Minor costs associated with flag maintenance/replacement will be included in the annual operational budgets for Council's approval.

STRATEGIC PLAN ALIGNMENT:

Good Governance & Organizational Excellence: The policy establishes clear procedures and consistent standards for Town flag protocol. By formalizing previously informal practices, the Town strengthens its commitment to effective governance.

Community Engagement: Ceremonial flag displays along Charles Street and at the Town Hall enhance community engagement and civic pride.

SUSTAINABILITY CONSIDERATIONS: The policy supports sustainability by promoting efficient use of resources and extending the lifespan of flags.

ADA CONSIDERATIONS: The policy has minimal direct impact on accessibility under the Americans with Disabilities Act.

RECOMMENDED ACTION:

Adopt the proposed Flag Protocol Policy to establish consistent procedures for half-staff observances and ceremonial flag displays within the Town.

ATTACHMENTS:

Resolution

Town Flag Protocol Policy

Town of La Plata
FLAG PROTOCOL

Purpose
To establish guidelines for lowering the Town flag to half-staff in recognition of individuals connected to the Town of La Plata.

General Guidelines

- The Town Manager (or designee) is responsible for implementation of the Town Flag Protocol.
- The following flags are authorized to be flown on flagpoles located at Town-owned facilities: flag of the United States of America; flag of the State of Maryland; flag of the Town of La Plata. Other flags may be flown at the discretion of the Town Manager.
- The Municipal Flag shall be flown at half-staff from near sunrise to near sunset unless otherwise directed.
- If notice is received after the start of the workday, the flag shall be lowered as soon as practicable.
- The lowering of the Town flag in honor of former Councilmembers, Mayors or Town Manager is a discretionary recognition. The Town Manager has the authority to withhold or revoke if the individual engaged in conduct, during or after their service, that brings disrepute upon the Town, including but not limited to criminal activity, ethical violations or abuse of public trust.
- Federal or State orders take precedence.

Maintenance and Retirement
- Flags shall be routinely inspected.
- Worn or damaged flags shall be respectfully retired in accordance with proper flag disposal practices.

Town Flag Half-Staff Timeframes

Individual	Duration
Mayor, Council Member, Town Manager	Day of death until sunset on day of interment
Former Mayor, Council Member, Town Manager	Sunrise to sunset on day of interment
Town Employee (line of duty)	Day of death until sunset on day of interment
Town Employee (non-duty death)	At discretion of Town Manager
Armed Forces Member (La Plata resident, active duty)	Sunrise to sunset on day of interment
Presidential or Gubernatorial Proclamation	As directed

Flag Display Policy – Town Hall and Charles Street

The purpose of this policy is to establish guidelines for ceremonial display of the United States flag along Charles Street.

General Display Standards

- All displays shall comply with the United States Flag Code.
- Public Works (or designee) is responsible for setup and maintenance.
- Flags shall be displayed from sunrise to sunset unless otherwise directed.
- Flags may be removed during severe weather.

Charles Street Display of the American Flag

Displayed on:

- Town Elections
- Memorial Day
- Flag Day (June 14)
- Independence Day (July 4)
- Patriot Day (September 11)
- Veterans Day (November 11)

Duration:

- Installed near sunrise and removed near sunset.

Town Hall Large-Format American Flag

Displayed on:

- Memorial Day
- Flag Day (June 14)
- Independence Day (July 4)
- Patriot Day (September 11)
- Veterans Day (November 11)

Duration:

- Raised near sunrise and lowered near sunset.
- May remain overnight if properly illuminated.

Coordination with Half-Staff Orders

If a scheduled display coincides with a half-staff order:

- The Town shall comply to the extent practicable.
- If flags cannot be lowered:
  - Flags may remain at full staff,
  - Installation may be postponed, or
  - A public notice of observance may be issued.

Note: The Town Hall large-format flag shall remain at full staff due to equipment limitations.

FOR LEGISLATIVE USE ONLY

Item Number: 2026-0514

Date of Meeting: April 28, 2026

Agenda Item Summary

MEETING GROUP:	Town Council
STAFF RESOURCE:	Chuck Stevens
DEPARTMENT:	Administration
TYPE:	Town Council Direction to Staff
SUBJECT:	Town Code & Zoning Text Amendments

BACKGROUND:

The Town of La Plata is a designated State of Maryland Priority Funding Area and serves as the primary growth hub for Charles County. The Town owns and operates its water and sewer utility systems, which currently serve approximately 4,038 residential, 360 commercial, and 35 municipal water accounts across 74 miles of distribution pipe.

The Town's water supply is drawn entirely from the Lower Patapsco Aquifer under two Maryland Department of the Environment (MDE) Groundwater Appropriation Permits, which authorize an average daily withdrawal of 1.23 million gallons per day (MGD). As of January–June 2025, average daily use has reached approximately 1.11 MGD — approximately 90% of the permitted average allocation — and is projected to exceed the allocation limit during summer months beginning in 2026. MDE has indicated it is reluctant to increase the Town's groundwater allocation without a supplemental water source agreement in place. The Environmental Article of the Maryland Code prohibits the issuance of building permits and subdivision approvals without an adequate public water supply.

The Town is pursuing a multi-pronged strategy to address its long-term water supply challenge. Initial conversations with Charles County regarding a supplemental water supply arrangement are underway, and the FY26 budget includes $2.0 million for a physical connection to the County water system. Separately, proposed amendments to the Town's Adequate Public Facilities standards are scheduled for formal Town Council consideration on April 28, which will address water, sewer, and school capacity as conditions of development approval. The item before the Council tonight addresses the third prong of that strategy: adoption of formal water conservation policies.

Staff has developed proposed code language consisting of two components. The first is a new section of Chapter 186 (Water and Sewers) that would establish a Water Conservation Alert system, authorize mandatory outdoor watering restrictions, prohibit non-essential water uses during declared alert periods, and impose consumption reduction requirements

on designated large-volume commercial and industrial users. The second component is an amendment to Chapter 191 (Zoning) that would establish water-efficient landscaping standards — commonly referred to as xeriscaping standards — applicable to new residential, commercial, and industrial development, subject to site plan or landscape plan approval.

The proposed Chapter 186 amendment would authorize the Chief Executive Officer (CEO) to declare a Water Conservation Alert when the Town's total water production reaches 80% of its daily or annual permitted capacity, or during a State-declared drought. Upon declaration, the ordinance would impose an address-based outdoor watering schedule (even/odd by date), restrict irrigation to nighttime and early morning hours, prohibit washing of hard surfaces and personal vehicles, restrict filling or refilling of pools and hot tubs, and require non-recirculating decorative features to be turned off. Designated Large-Volume Users — those averaging 10,000 gallons per day or more — would be required to reduce consumption by a percentage specified in the Alert declaration, with compliance verified through metered billing records. Violations would be enforced as municipal infractions with a tiered fine structure.

The proposed Chapter 191 amendment would require landscape plans for new development to prioritize native and drought-tolerant plant species, limit high-water-use turf to functional recreation areas, require soil preparation to improve water retention, mandate mulched planting beds, and require that any permanent irrigation systems include rain shutoff sensors and be designed to prevent overspray onto impervious surfaces.

This work session is intended to present the proposed code language for Council discussion and to solicit direction to advance the amendments through the formal adoption process, including referral to the Planning Commission.

FISCAL IMPACT:

Adoption of the proposed ordinances is not anticipated to generate direct costs beyond staff time associated with public notice and the Planning Commission review process. The Chapter 186 amendment relies on existing metering and billing infrastructure for compliance verification, and enforcement follows the Town's existing municipal infraction process, which does not require additional administrative capacity.

The proposed fine structure — warnings for a first observed violation, followed by tiered fines of $50, $100, and $200 for subsequent violations — is consistent with common municipal practice and is not expected to generate material revenue. Any future modifications to the

fine schedule may be established by resolution of the Council without requiring a code amendment.

Indirectly, adoption of effective conservation measures supports the long-term fiscal sustainability of the water utility by reducing peak demand pressure on a non-expandable groundwater allocation, deferring the costs and timing of supplemental supply investments, and reducing the risk of regulatory non-compliance.

STRATEGIC PLAN ALIGNMENT:

This initiative aligns with the Town's 2022 Strategic Plan as follows:

- **Goal #1 – Good Governance:** Adopting clear, codified conservation standards reflects responsible stewardship of the Town's water resources and establishes transparent, policy-based tools for managing supply constraints.
- **Goal #5 – Public Service Readiness:** The Strategic Plan directs the Town to "ensure adequate natural resource availability to meet usage demands" and to "track water access to ensure availability exceeds demand." Formal conservation authority directly advances both objectives.

SUSTAINABILITY CONSIDERATIONS:

This initiative has direct environmental sustainability implications. The conservation restrictions reduce demand on a limited and non-expandable groundwater resource during periods of peak stress, preserving the long-term health of the shared Lower Patapsco Aquifer. The landscaping standards reduce baseline irrigation demand from new development over time by promoting drought-tolerant plant species, efficient irrigation design, and improved soil water retention.

The ordinance explicitly permits and encourages the use of graywater, reclaimed water, and stormwater capture systems for non-potable uses where consistent with applicable state and local health and plumbing standards, further supporting the Town's environmental sustainability posture. These elements are consistent with actions recognized under Sustainable Maryland and the Town's broader environmental stewardship commitments.

ADA CONSIDERATIONS:

No direct ADA implications are associated with the proposed code amendments. As the ordinances are finalized through the Planning Commission process, staff will ensure that any public-facing notice requirements, outreach materials, and enforcement communications are accessible in accordance with applicable ADA guidance.

RECOMMENDED ACTION:

Staff requests that the Town Council receive this presentation, provide feedback on the proposed code language, and direct staff to refer the proposed amendments to the Planning Commission for formal consideration and recommendation to the Council.

No formal vote is requested at this time. Staff will return to the Council with a Planning Commission recommendation and a proposed adoption schedule.

ATTACHMENTS:

- Proposed Code Language — Chapter 186: Water Conservation and Emergency Restrictions; Chapter 191, § 191-48(D): Water-Efficient Landscaping Standards
- Anticipated Council Questions & Suggested Responses

Town of La Plata

Water Conservation & Landscaping Ordinance

PROPOSED CODE LANGUAGE

Chapter 186: Water and Sewers

§ 186-23. Water Conservation and Emergency Restrictions.

A. Purpose, Applicability, and Definitions.

(1) Purpose. The purpose of this section is to conserve potable water during periods of high demand, drought, or limited supply while maintaining public health and safety.

(2) Applicability. This section applies to all properties served by the Town water system.

(3) Definitions.

(a) “Designated Large-Volume User” means any non-residential or mixed-use development that:

[1] Consumes an average of 10,000 gallons per day or more, based on the most recent three consecutive billing cycles; or

[2] Uses 300,000 gallons or more in any single billing cycle; or

[3] Is determined by the Chief Executive Officer to have substantial continuous or process-related water demand that materially affects system capacity, including but not limited to:

- manufacturing or processing facilities
- industrial cooling operations
- commercial laundries
- hospitals and medical centers
- educational or institutional campuses

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- food and beverage production facilities
- large commercial developments with significant irrigation loads
- municipal or quasi-public facilities with comparable consumption patterns

Designation shall be based on metered water use or documented operational characteristics.

B. Declaration and Rescission of Water Conservation Alert.

(1) Declaration. Whenever the Town's total water production reaches eighty percent (80%) of its daily or annual permitted capacity, as defined by applicable Maryland Department of the Environment water appropriation permits, or during periods of State-declared drought, the Chief Executive Officer is authorized to declare a Water Conservation Alert.

(2) Notice. The Chief Executive Officer shall provide public notice of the declaration and effective date by reasonable means, including posting on the Town's website, social media, and other customary channels.

(3) Rescission. The Chief Executive Officer shall rescind the Alert when production stabilizes below the threshold or when drought conditions subside and shall provide public notice of the rescission.

C. Mandatory Outdoor Watering Limitations Under a Water Conservation Alert.

(1) Address-based schedule. Landscape irrigation and outdoor watering shall be limited to the days specified by the Town based on property address. Addresses with even numbers shall be limited to watering on even-numbered dates, and addresses with odd numbers shall be limited to watering on odd-numbered dates.

(2) Time-of-day. Irrigation is permitted only between 6:00 p.m. and 10:00 a.m.

(3) Hand-watering exception. To avoid dead or dying landscaping, reasonable hand-watering of trees, shrubs, grass, and gardens using a hose-end shutoff nozzle or watering can is permitted at any time.

(4) Severe shortage. During a severe water shortage, the Chief Executive Officer may temporarily prohibit all landscape irrigation.

D. Prohibition of Non-Essential Water Use Under a Water Conservation Alert.

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(1) Washing of sidewalks, walkways, driveways, parking lots, buildings, or other impervious surfaces is prohibited, except when necessary to address health or safety hazards (e.g., sanitation, spills).

(2) Washing of motor vehicles is prohibited, except at commercial car wash facilities that utilize water recycling systems.

E. Recreational and Decorative Water Use Under a Water Conservation Alert.

(1) Pools and hot tubs. Filling or refilling swimming pools or hot tubs is prohibited; topping off with the minimal volume necessary to maintain circulation and protect equipment is permitted. Public or commercial pools needed for public health may top off as necessary; Public or commercial pool operators shall provide written notice to the Town.

(2) Ornamental fountains and decorative features. All ornamental fountains and decorative water features must utilize recirculating water systems; non-recirculating features shall be turned off.

F. Large-Volume Commercial, Industrial, and Institutional Users Under a Water Conservation Alert.

(1) Reduction requirement. The Chief Executive Officer may require Designated Large-Volume Users to reduce potable water usage by a percentage specified in the Water Conservation Alert declaration.

(2) Compliance verification. The Town may use metered consumption and billing records to verify compliance.

(3) Corrective plan upon noncompliance. If a Designated Large-Volume User fails to meet the required reduction, the user shall submit and implement a water-use reduction plan that describes industry-standard conservation measures (e.g., leak detection and repair, process optimization, reuse systems) within the timelines established by the Town.

G. Emergency and Health/Safety Exemptions.

Water use necessary for fire suppression, public health protection, or other emergency operations by public agencies is exempt.

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H. Relationship to Alternative Systems.

Installation and use of graywater, reclaimed water, or stormwater capture systems for non-potable uses is permitted subject to all applicable state and local plumbing and health standards. Use of such systems does not exempt any user from the restrictions in this Ordinance.

I. Enforcement; Penalties.

(1) Violations of this section are municipal infractions enforceable pursuant to § 186-22 of the Town Code.

(2) Each day of a continuing violation constitutes a separate offense.

(3) The Town may issue warnings for a first observed violation. Thereafter, fines may be imposed on a tiered basis (e.g., $50 for a first offense, $100 for a second offense, and $200 for subsequent offenses), or as otherwise established by resolution.

J. Severability.

If any provision of this section is held invalid, such invalidity shall not affect the remaining provisions, which are severable.

Where the provisions of this section are less restrictive than applicable state statutes or regulations governing water conservation, drought response, plumbing standards, or water-use restrictions, the more restrictive state requirements shall apply.

K. Appeals.

Any person or entity subject to a notice of violation, required reduction in use, or other enforcement action under this section may submit a written appeal to the Chief Executive Officer within ten (10) calendar days of the date of the notice. The appeal shall state the specific grounds for reconsideration and include any supporting documentation. The Chief Executive Officer, or designee, shall issue a written decision within fifteen (15) calendar days of receiving the appeal. The decision of the Chief Executive Officer shall constitute the Town's final administrative determination.

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§ 191-48. Landscaping Standards.

D. Water-Efficient Design (Xeriscaping).

(1) Applicability. These standards shall apply to all new residential and non-residential developments, subject to the approval of a major or minor site plan, preliminary plat map approval, or the replacement of any on-site landscaping for the affected area of a property.

(2) Plant selection. Landscape plans shall prioritize native and drought-tolerant species appropriate to the Town's climate zone to minimize supplemental irrigation. Native plants shall be those listed by the United States Fish and Wildlife Service for the piedmont or coastal plain areas of Maryland, as well as those listed by the Maryland Department of Agriculture.

(3) Turf minimization. High-water-use turf species, such as conventional cool-season grasses requiring routine irrigation, shall be limited to functional, regularly used recreation areas including playfields or active gathering spaces. All other lawn areas shall utilize drought-tolerant or low-water-use turf varieties, or may be replaced with native or drought-tolerant groundcovers, meadows, or other vegetative alternatives that reduce long-term irrigation needs.

(4) Soil preparation. Prior to planting, planting beds and turf areas shall receive soil preparation consistent with industry standards (e.g., compost amendments and soil conditioning) to improve water retention and plant health.

(5) Mulch. Planting beds shall include a uniform layer of two (2) to three (3) inches of mulch to reduce evaporation.

(6) Irrigation efficiency. Permanent irrigation systems, where proposed, shall include rain shutoff sensors and be designed to prevent overspray and runoff onto sidewalks, driveways, streets, or other hard surfaces.

(7) Submittals. All required landscape plans shall identify species, irrigation components (if any), and soil preparation methods and shall demonstrate compliance with this subsection.

-END-

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DRAFT Water Conservation Public Education & Outreach Plan

'La Plata is Water Smarter: Conservation is Key'

Overview

The goals of the ***La Plata Water Conservation Public Education and Outreach Plan*** are to drive awareness and understanding of how individuals and businesses can directly reduce water use and runoff to support the Town and the region's sustainability efforts. Additionally, we will raise the consciousness of residents, business owners and operators about our shared responsibility to help sustain the water supply and surrounding ecosystems.

Target Audiences:

- Town residents
- Town business owners and operators
- Community partners
- Charles County and Southern Maryland residents and officials
- Regional media

Tangible Goals:

- Distribute Town information to improve understanding of residents and business owners/operators about why and how people can help conserve, and how the Town is doing its part (measure methods, likes, shares, downloads)
- Increase the adoption of conservation behaviors (i.e. use rain barrels, plant rain gardens, native plants) (ask Lowe's, etc to share sales info. and/or ask folks to self-report via social media postings)
- Aim to reduce overall water use during a set period of time, by TBD% (water utility can measure/track)

COMMUNICATION STRATEGY

POSITIONING

- **Local Supply and Environmental Impact is a Shared Effort**- We're improving the water supply and our environment together.
- **Economic Upside** - lower residential and commercial water bills with conscious conservation efforts.
- **Protect Our Town and Region (Legacy-driven)** - protecting the Town's water supply via the Lower Patapsco Aquifer, the quality of the Port Tobacco and Potomac Rivers, and the Chesapeake Bay, keeps our region sustainable and thriving.

MESSAGING

1. **Empowerment:** Simple actions you take can make a big difference to sustain our Town's water supply! Reduce your water use!.
2. **Stewardship:** Protecting our precious water resource is a shared responsibility. We all must do our part. Here is how the Town is doing ours, and here are tips on how you can help!
3. **Connection:** Our conservation actions directly affect our Town and region.
4. **Steady:** Water overuse and pollution lead to ongoing challenges in our region. We must work together to conserve today and every day.

KEY MESSAGES / HIGH LEVEL DETAIL ABOUT NEW POLICIES, ORDINANCES

1. As part of the Town's 2022 Strategic Plan, the Town has been pursuing a multi-pronged water sustainability strategy to address its long-term water supply. The three components of the strategy include working with Charles County on a supplemental water supply arrangement, conditions for new development, and water conservation policies.
2. If adopted, the new water conservation policies include a Water Conservation Alert System with mandatory water use restrictions and water-efficient landscaping standards during periods of peak stress. The policies apply to both residents and businesses.
    a. Given the importance of compliance during these water conservancy alert periods, the town will be monitoring usage. If a violation occurs, a warning will be issued for the first violation, and fines will be imposed thereafter. Violations can be appealed.
    b. There will be new landscaping standards to reduce irrigation demand from new development, including promoting drought-tolerant plant species, efficient irrigation designs, and improved soil water retention.
    c. The ordinance permits and encourages the use of graywater, reclaimed water, and stormwater capture systems.
3. These water sustainability elements are consistent with actions recognized under *Sustainable Maryland* and the Town's environmental stewardship commitments.

Shorter-style Messages (Social Media / Flyers)

- Let's do our part to conserve water in La Plata.
- Everyone can do their part to conserve our precious water resource.
- Save water today and every day.

Water Conservation Alerts

When the Town needs to declare, publicly notice, and rescind a Water Conservation Alert, an official, written notice will be issued with details on timing, location, and requirements via TownofLaPlata.org, and shared widely on social media, traditional media, and with community partners. Whenever it is helpful, visuals will be included in the notices to further help people understand where and when the conservation requirements apply or have been rescinded.

Additional public information considerations:

- FOR MORE INFORMATION:
  - Set up a dedicated Town water conservation phone number for residents or business owners/operators to call that has the latest recorded information on water alerts.
  - Have a dedicated staff member who can address incoming resident and business questions about the policies and ordinances.
- Develop informational, outdoor "sandwich boards" that can be temporarily located in front of Town Hall and in key affected areas during alerts, which indicate the areas and timing for the required water conservation efforts.

BRANDING ELEMENTS

***Naming*:**

La Plata is Water Smarter: Conservation is Key!

***Visual Identity*:**

Include colors from the Town logo palette (blue, yellow if needed, and potentially others to accent it). The imagery will likely include water, local waterways, etc. and play off of the Town's ***WaterSmart*** education effort from several years ago (flyer on right).

Include a Water Conservation Alert icon (sample on left), to visually indicate the importance of the related information the Town will share. Color-coding of geographic areas may also help indicate the location of the addresses affected.

WATER CONSERVATION TIPS / CONTENT IDEAS (more to come)

Household Actions

- Fix leaks (you can save thousands of gallons/year and lower water costs).
    - Have the toilets checked immediately when you hear water running after a normal flush time.
- Install low-flow fixtures (shower heads, faucets).
- Run full laundry and dishwasher loads (get the most value out of the water use).
- Turn off or turn down the water stream when brushing teeth and shaving.

Outdoor & Lawn

- Water lawns or outdoor plants in the early morning or evening.
    - During Water Conservation Alerts, irrigation is permitted between 6 pm and 10 am only.
    - If there is a severe water shortage, all landscaping irrigation may be temporarily prohibited.
- Plant native and drought-tolerant plants.
- Reduce fertilizer and pesticide use when possible (less impact on sewer system).
- Install rain barrels to capture and reuse rainwater.

Runoff Reduction (Critical for Port Tobacco and Potomac Rivers, and the Chesapeake Bay health)

- Create rain gardens - opportunity to provide a toolkit with this information to partners like science classroom teachers, senior living communities, and neighborhoods.
    - Rain gardens are shallow, landscaped depressions planted with native, water-tolerant plants, designed to capture, filter, and absorb stormwater runoff from impervious surfaces like roofs, driveways, and sidewalks. They reduce water pollution and flooding by allowing runoff to slowly soak into the ground, acting as a natural, sustainable drainage solution.
- Use permeable surfaces.

PROPOSED OUTREACH TACTICS

A. Digital

- FB/Meta + IG content
- Short educational videos ("1-minute tips") - could ask Town officials and/or science teachers and students to record their tips and send to Town to post on Town social channels
- Consider boosting content
- Email Town of La Plata Water Conservation Toolkit to partners

B. Community Partnerships, Engagement

- Potential Partners:
    - Town Councilmembers (serve as ambassadors)
    - La Plata Police Department
    - La Plata Volunteer Fire Department
    - Charles County Fire Department and EMS
    - Charles County Chamber of Commerce
    - Businesses
    - HOAs
    - Southern Maryland Electric Cooperative (has an energy efficiency kit to share)
    - La Plata schools, science teachers and students
    - Local environmental groups
    - Charles County Farm Bureau
- Toolkits, flyers (tailored to homeowners, businesses, students, etc.)

C. Town Integration

- La Plata website, newsletter, email alerts featuring critical Water Conservation Alerts, along with conservation information, facts, and tips
- Water quality report - insert 1-pager with conservation information and tips
- Town events - tabling with information and giveaways for water conservation-related products, such as rain barrels, native plants, and low-flow faucet/showerhead devices (invite SMECO)

D. Traditional Media

- Local radio PSAs - provide 30-second copy
- News release(s), interviews on the conservation plan, policies, ordinances, and confirmed Town efforts (contests/giveaways, tabling at Town events)

TIMELINE

Phase 1 (April-early May):

- Discuss and finalize plan, including name, ambassadors, partners, messaging, tips, elements (contests/giveaways, video content, social media assets, toolkit or flyers, etc.), timeline

Phase 2 (May):

- Town/Council to launch / kick-off campaign at the first May meeting
    - Promote the initial giveaway at Town Summer Concert Series (May 22)
- Share campaign toolkit, flyers with partners, any contests (video with students)
- Post campaign social media + information on website, newsletter
- Conduct media outreach

Phase 3 (June +):

- Water conservation giveaways and/or tabling with information at Summer Concert Series, Kids Summer Shows, July 4th Celebration, National Night Out (Aug 4)
- Weekly social media posts, reminders, tips (set ongoing integration of water conservation monthly tip for the long-term Town social communications)
- Data tracking + reporting to Town on successes

COUNCIL OF THE TOWN OF LA PLATA
Ordinance No. 26-04

Introduced By: Mayor Jeannine E. James, by request

Date Introduced: April 28, 2026

Date Adopted:

Date Effective:

AN ORDINANCE concerning

Sustainability Advisory Committee (Green Team)

FOR the purpose of creating a Sustainability Advisory Committee (Green Team); and all matters generally relating thereto.

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BY repealing
Chapter 8 – BEAUTIFICATION COMMISSION
Sections 8-1 through 8-9
Code of the Town of La Plata (1998 Edition as amended)

BY adding
Chapter 8 – SUSTAINABILITY ADVISORY COMMITTEE
Sections 8-1 through 8-9
Code of the Town of La Plata (1998 Edition as amended)

WHEREAS, the Council of the Town of La Plata ("Town Council") desires to Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds; and

WHEREAS, the Town Council wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable, economically sound, local government practices; and

WHEREAS, by Resolution 19-18, adopted August 26, 2019, the Council of the Town of La Plata ("Town Council") created the Keep La Plata Beautiful Committee to support the

Town's affiliate status in the Keep America Beautiful program and community-based efforts for litter prevention and reduction, recycling, native plantings, watershed stewardship, neighborhood revitalization, beautification of public spaces, and environmental education; and

WHEREAS, by Resolution 19-22, adopted on October 28, 2019, the Town of La Plata pledged to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices through the Sustainable Maryland program; and

WHEREAS, by Resolution 21-13, adopted June 22, 2021, the Town Council committed to optimizing quality of life for town residents by ensuring that environmental, economic, and social objectives are balanced and mutually supportive, and to providing leadership which will seek community-based sustainable solutions to strengthen our community; and

WHEREAS, the Town Council desires to enhance community programs and services by strengthening services and programs with adequate staffing and technical expertise by regularly assessing staffing levels and position placement effectiveness and evaluating areas of improvement in services, programs, and technical expertise as part of the annual budget process.

NOW, THEREFORE:

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that Chapter 8 Beautification Commission, Sections 8-1 through 8-9, of the Code of the Town of La Plata (1998 Edition and Supplements) be and it is hereby repealed in its entirety.

SECTION 2: AND BE IT FURTHER ENACTED that new Chapter 8 Sustainability Advisory Committee, consisting of Section 8-1 through 8-9, inclusive, be and is hereby added to the Code of the Town of La Plata (1998 Edition and Supplements) to stand in the place of the Chapter so repealed, to read as follows:

CODE OF THE TOWN OF LA PLATA
(1998 EDITION AS AMENDED)

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CHAPTER 8
SUSTAINABILITY ADVISORY COMMITTEE

SECTION 8-1 CREATION.

THERE IS HEREBY CREATED AN ADVISORY COMMITTEE TO BE KNOWN AS THE "SUSTAINABILITY ADVISORY COMMITTEE," WHICH IS HEREINAFTER REFERRED TO AS THE "GREEN TEAM."

8-2 COMPOSITION, APPOINTMENT AND TERMS.

A. THE GREEN TEAM SHALL INCLUDE FIVE (5) MEMBERS, AND ONE (1) ALTERNATE MEMBER WHO MAY SIT ON THE COMMITTEE WHEN ANY OTHER MEMBER OF THE COMMITTEE IS ABSENT.

B. AT LEAST THREE (3) MEMBERS SHALL MAINTAIN PRIMARY RESIDENCE WITHIN THE CORPORATE TOWN LIMITS AND ARE NOT THE OWNER OR OPERATOR OF A BUSINESS LOCATED WITHIN THE CORPORATE TOWN LIMITS.

C. NO MORE THAN TWO (2) MEMBERS MAY BE OWNERS OR OPERATORS OF A BUSINESS LOCATED WITHIN THE CORPORATE TOWN LIMITS.

D. VOLUNTEER MEMBERS OF THE GREEN TEAM SHALL BE APPOINTED BY THE TOWN COUNCIL. THE TERM OF EACH MEMBER SO APPOINTED SHALL BE FOR FOUR (4) YEARS OR UNTIL THEIR SUCCESSOR IS APPOINTED. UPON THE EXPIRATION OF THEIR TERMS, MEMBERS OF THE GREEN TEAM MAY BE REAPPOINTED AND SHALL CONTINUE TO SERVE UNTIL THEY ARE REAPPOINTED AND CONFIRMED OR THEIR REPLACEMENTS ARE APPOINTED AND CONFIRMED.

E. THE FIFTH MEMBER OF THE GREEN TEAM SHALL BE A MEMBER OF THE TOWN COUNCIL AND SHALL BE APPOINTED BY THE TOWN COUNCIL. THE TERM OF THIS MEMBER SHALL BE FOR TWO (2) YEARS OR UNTIL THEIR SUCCESSOR IS APPOINTED. NOTWITHSTANDING THE FOREGOING, THE TERM ON THE GREEN TEAM OF THE MEMBER OF THE COUNCIL SHALL CEASE WHENEVER THEIR OFFICIAL TENURE AS A MEMBER OF THE COUNCIL TERMINATES.

8-3 REMOVAL.

ANY MEMBER OF THE GREEN TEAM MAY BE REMOVED FOR GOOD CAUSE BY THE TOWN COUNCIL. BEFORE REMOVAL, THE MEMBER OF THE GREEN TEAM TO BE REMOVED SHALL BE GIVEN A WRITTEN COPY OF THE CHARGES AGAINST THEM AND SHALL HAVE A PUBLIC HEARING ON THEM BEFORE THE TOWN COUNCIL IF THEY SO REQUEST WITHIN TEN (10) DAYS AFTER RECEIVING THE WRITTEN COPY OF THE CHARGES AGAINST THEM.

8-4 VACANCIES.

ANY VACANCY IN THE MEMBERSHIP OF THE GREEN TEAM CAUSED BY THE EXPIRATION OF A TERM OR BY THE PERMANENT ABSENCE FROM THE STATE OF MARYLAND OF AN

INCUMBENT OR BY SUPERVENING INCAPACITY ON HIS PART, WHETHER PHYSICAL OR MENTAL, TO DISCHARGE THEIR DUTIES OR BY ANY OTHER CAUSE CREATING SUCH A VACANCY, EITHER ACTUAL OR IN EFFECT, SHALL BE FILLED BY THE TOWN COUNCIL IN THE MANNER PRESCRIBED IN § 8-2 OF THIS CHAPTER; PROVIDED, HOWEVER, THAT IN THE CASE OF AN UNEXPIRED TERM, THE TERM OF THE NEW MEMBER SHALL BE ONLY FOR THE REMAINDER OF THE UNEXPIRED TERM FOR WHICH THEIR PREDECESSOR WAS APPOINTED.

8-5 OFFICERS.

A. A. THE GREEN TEAM SHALL ELECT A CHAIR AND A VICE CHAIR ANNUALLY, AND EACH SHALL SERVE AT THE PLEASURE OF THE GREEN TEAM. IF EITHER POSITION BECOMES VACANT, AN ELECTION TO FILL THE POSITION SHALL BE HELD AT THE GREEN TEAM'S NEXT MEETING, PROVIDED THAT ALL GREEN TEAM MEMBERS HAVE BEEN INFORMED OF THE VACANCY AT LEAST ONE (1) WEEK BEFORE SUCH MEETING.
   (1) MEMBERS WHO HAVE BEEN PREVIOUSLY ELECTED TO FILL THE POSITION OF CHAIR SHALL BE ELIGIBLE FOR REAPPOINTMENT TO THE POSITION OF CHAIR.
   (2) MEMBERS WHO HAVE BEEN PREVIOUSLY ELECTED TO FILL THE POSITION OF VICE CHAIR SHALL BE ELIGIBLE FOR REAPPOINTMENT TO THE POSITION OF VICE CHAIR.

B. THE CHAIR SHALL PRESIDE OVER ALL MEETINGS, AND, IN THE ABSENCE OF THE CHAIR, THE VICE CHAIR SHALL PRESIDE. WHEN BOTH THE CHAIR AND VICE CHAIR ARE ABSENT, THE SECRETARY TO THE COMMITTEE SHALL PRESIDE.

8-6 DUTIES OF TOWN OFFICIALS IN CONNECTION WITH COMMITTEE.

A. THE DIRECTOR OF PUBLIC WORKS OR A PUBLIC WORKS STAFF MEMBER DESIGNATED BY THE DIRECTOR SHALL SERVE AS SECRETARY TO THE COMMITTEE AND SHALL BE RESPONSIBLE FOR PROVIDING ADMINISTRATIVE SUPPORT TO THE COMMITTEE, WHICH SHALL INCLUDE ENSURING THAT AGENDAS FOR THE COMMITTEE'S MEETINGS ARE DISTRIBUTED BEFORE THE MEETINGS ARE HELD AND THAT MINUTES OF THE COMMITTEE'S MEETINGS ARE KEPT. THE SECRETARY SHALL NOT BE A VOTING MEMBER OF THE COMMITTEE, BUT THE SECRETARY OR ANOTHER TOWN EMPLOYEE SUBSTITUTING FOR THE SECRETARY SHALL ATTEND THE COMMITTEE'S MEETINGS. THE SECRETARY SHALL ENSURE THAT ALL OF THE COMMITTEE'S MEETINGS ARE CONDUCTED AND RECORDS ARE MAINTAINED IN ACCORDANCE WITH THE MARYLAND OPEN MEETINGS ACT.

B. THE TOWN ATTORNEY SHALL SERVE AS ATTORNEY FOR THE COMMITTEE.

C. EACH DEPARTMENT OF THE TOWN ADMINISTRATION SHALL DESIGNATE A STAFF MEMBER TO CONSULT WITH THE GREEN TEAM ON MATTERS RELEVANT TO THEIR RESPECTIVE DEPARTMENTS.

8-7 COMPENSATION.

THE MEMBERS OF THE GREEN TEAM SHALL NOT BE ENTITLED TO ANY COMPENSATION FOR THEIR SERVICES ON THE GREEN TEAM, BUT THEY MAY BE REIMBURSED FOR ACTUAL EXPENSES, IF ANY, NECESSARILY INCURRED IN THE PERFORMANCE OF THEIR DUTIES; PROVIDED, HOWEVER, THAT SUCH REIMBURSEMENT SHALL BE MADE IN ACCORDANCE WITH THE TOWN'S PROCUREMENT POLICIES.

8-8 RULES; QUORUM; OPEN MEETINGS.

A. THE GREEN TEAM MAY ADOPT SUCH RULES AND REGULATIONS AS IT MAY DEEM NECESSARY FOR THE PROPER TRANSACTION OF ANY BUSINESS.
B. THREE (3) MEMBERS OF THE GREEN TEAM SHALL CONSTITUTE A QUORUM. NO VACANCY IN THE GREEN TEAM SHALL IMPAIR THE RIGHT OF A QUORUM TO EXERCISE ALL THE RIGHT OR PERFORM ALL OF THE DUTIES OF THE GREEN TEAM.
C. ALL SESSIONS OR MEETINGS OF THE GREEN TEAM, EXCEPT EXECUTIVE SESSIONS, SHALL BE OPEN TO THE PUBLIC.
D. THE GREEN TEAM SHALL MEET AT A MINIMUM EVERY THREE (3) MONTHS AT TIMES AND PLACES TO BE DETERMINED BY THE GREEN TEAM AND SHALL HOLD ADDITIONAL MEETINGS AS IT DEEMS NECESSARY TO PERFORM ITS FUNCTIONS.

8-9 PURPOSE; DUTIES AND RESPONSIBILITIES.

A. THE GREEN TEAM IS CREATED FOR THE FOLLOWING PURPOSES:
   (1) ADVISING TOWN OFFICIALS AND STAFF ON THE SOUND DEVELOPMENT AND MANAGEMENT OF THE TOWN OF LA PLATA'S SUSTAINABILITY IN RELATION TO ENVIRONMENTAL, SOCIAL, AND ECONOMIC FACTORS; AND
   (2) PROMOTING THE BALANCE OF ECOLOGICAL HEALTH, SOCIAL EQUITY, AND ECONOMIC PROSPERITY TO CREATE LONG-TERM STABILITY AND RESPONSIBLE DEVELOPMENT; AND
   (3) PROVIDING LEADERSHIP TO DEVELOP PLANS, IMPLEMENT PROGRAMS, AND ASSIST WITH EDUCATIONAL OPPORTUNITIES FOCUSED ON COMPLETING ACTIONS REQUIRED FOR CERTIFICATION THROUGH THE SUSTAINABLE MARYLAND PROGRAM AND OTHER SIMILAR PROGRAMS.
B. THE GREEN TEAM SHALL[KP3.1]:
   (1) PERFORM SUCH DUTIES AS REQUIRED OF A GREEN TEAM OR ADVISORY

BOARD WITH REGARDS TO THE SUSTAINABLE MARYLAND PROGRAM OR OTHER CERTIFICATION PROGRAMS, INCLUDING BUT NOT LIMITED TO BIRD CITY MARYLAND, BEE CITY USA, AND TREE CITY USA.

(2) COOPERATE WITH THE KEEP MARYLAND BEAUTIFUL PROGRAM OF THE STATE OF MARYLAND, TO COOPERATE WITH ANY OTHER NATIONAL, STATE, REGIONAL, COUNTY, OR LOCAL BEAUTIFICATION PROGRAM AND TO UTILIZE THE ADVICE AND SERVICES OF THE GARDEN CLUBS OF CHARLES COUNTY AND OF THE TOWN OF LA PLATA FOR THE PROMOTION OF THE OBJECTIVES OF THIS CHAPTER.

(3) CONDUCT AN ANNUAL SURVEY OF PUBLIC AND PRIVATE PROPERTIES WITHIN THE TOWN OF LA PLATA TO ASCERTAIN WHETHER THEY ARE BEING KEPT FREE FROM TRASH AND REFUSE.

(4) PROVIDE ACTIVE LEADERSHIP FOR CLEANUP DRIVES IN THE TOWN OF LA PLATA AND, IN SUCH EFFORTS, TO COOPERATE WITH TOWN OFFICIALS, COUNTY OFFICIALS, STATE OFFICIALS, PRIVATE ORGANIZATIONS AND PRIVATE PERSONS.

(5) PERIODICALLY, OR AT LEAST ANNUALLY, PROVIDE ADVICE ON THE DEVELOPMENT OF REGULATIONS OR POLICIES THAT BENEFIT OR PERTAIN TO SUSTAINABILITY.

(6) PREPARE AN ANNUAL REPORT OUTLINING THE CURRENT STATUS OF PROJECTS AND ACTIVITIES FOR MAINTAINING SUSTAINABLE MARYLAND CERTIFICATION.

(7) ENGAGE IN COMMUNITY OUTREACH AND EDUCATION ON TOWN SUSTAINABILITY INITIATIVES AND EVENTS.

(8) REVIEW THE TOWN'S ANNUAL FINANCIAL PLAN/BUDGET AND CAPITAL IMPROVEMENT PLAN AND PROVIDE RECOMMENDATIONS REGARDING FUNDING FOR PROJECTS RELATING TO SUSTAINABLE MARYLAND CERTIFICATION IN REGARDS TO THE TOWN.

(9) RECOMMEND PROGRAMS THAT PROMOTE RESPONSIBLE WATERSHED STEWARDSHIP THROUGH THE PLANTING OF TREES, SHRUBS, AND OTHER NATIVE PLANTS, OR BY OTHER METHODS, AS OUTLINED BY OR IN COOPERATION WITH THE US FISH AND WILDLIFE SERVICE, THE MARYLAND STATE HIGHWAY ADMINISTRATION, THE MARYLAND DEPARTMENT OF NATURAL RESOURCES, OR OTHER FEDERAL, STATE, COUNTY, OR TOWN AGENCIES, NON-PROFIT ORGANIZATIONS, AND PRIVATE PERSONS OR ORGANIZATIONS.

(10) RECEIVE GIFTS, REAL OR PERSONAL, FROM PRIVATE PERSONS OR GOVERNMENTAL AGENCIES TO PROMOTE THE PURPOSES OF THE GREEN TEAM AND TO BUY AND/OR SELL ASSETS IN ITS HANDS, PROVIDED THAT THE TOWN COUNCIL SHALL APPROVE BOTH THE ACQUISITION OF ASSETS AND DISPOSITION THEREOF.

(11) SUBMIT REPORTS TO THE TOWN OF LA PLATA PLANNING

COMMISSION IN THOSE INSTANCES IN WHICH THE GREEN TEAM'S OBSERVATIONS RELATE TO THE FUNCTIONS OF PLANNING AND ZONING.

C. THE GREEN TEAM SHALL MAKE ALL OF ITS RECOMMENDATIONS IN WRITING AND DIRECT THEM TO THE TOWN COUNCIL[KP4.1]. THE GREEN TEAM SHALL NOT HAVE THE AUTHORITY TO DIRECT TOWN STAFF TO TAKE ANY ACTION. IN MAKING RECOMMENDATIONS, THE GREEN TEAM SHOULD TAKE INTO CONSIDERATION THE ESTIMATED OR POTENTIAL COSTS AND BENEFITS OF ANY RECOMMENDED CHANGES OR POLICIES.

D. THE TOWN COUNCIL IS AUTHORIZED TO EXPEND FUNDS TO IMPLEMENT THIS SECTION, BUT THE GREEN TEAM SHALL INCUR NO EXPENSES WITHOUT THE SPECIFIC APPROVAL OF THE TOWN COUNCIL.

SECTION 3: AND BE IT FURTHER ENACTED that this Ordinance shall become effective at the expiration of fifteen (15) calendar days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

EXPLANATION:
CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.
((Double Parentheses)) indicate matter deleted from existing law.
Underlining indicates amendments to bill.
~~Strike Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.

COUNCIL OF THE TOWN OF LA PLATA
Ordinance 26-05

Introduced By: **Mayor Jeannine E. James, by request**

Date Introduced: **April 28, 2026**

Date Adopted:

Date Effective:

AN ORDINANCE concerning

Anti-Harassment Policy for Elected Officials

FOR the purpose of adopting an Anti-Harassment Policy applicable to elected officials of the Town of La Plata; establishing a framework for responding to complaints of harassment made against elected officials; providing standards of conduct; and generally relating to the protection of Town officials, employees, and others from harassing conduct in connection with Town business.

BY adding Chapter 13 – Council
Section 13-21 – Anti-Harassment Policy
Code of the Town of La Plata
(1998 Edition as amended)

WHEREAS, the Town of La Plata is committed to maintaining a professional, respectful, and safe working environment for Town officials, employees, volunteers, and members of the public; and

WHEREAS, harassment by elected officials undermines public trust, disrupts effective governance, and may expose the Town to legal and reputational risk; and

WHEREAS, the Town has adopted an Ethics Ordinance governing standards of conduct for Town officials; and

WHEREAS, the Town Council finds that a separate Anti-Harassment Policy applicable specifically to elected officials is necessary to provide a clear and consistent framework for addressing allegations of harassing conduct; and

WHEREAS, the Anti-Harassment Policy is intended to operate in conjunction with the Town of La Plata Ethics Ordinance and other applicable policies and laws; and

WHEREAS, adoption of a formal Anti-Harassment Policy affirms the Town Council's commitment to accountability and to protecting Town employees and others from inappropriate conduct by elected officials;

NOW, THEREFORE,

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that new Section 13-21 – Anti-Harassment Policy, be and is hereby added to the Code of the Town of La Plata (1998 Edition and Supplements) to stand in the place of the Chapter so repealed, to read as follows:

CODE OF THE TOWN OF LA PLATA
(1998 EDITION AS AMENDED)

***

CHAPTER 13 - COUNCIL

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13-21 – ANTI-HARASSMENT POLICY.

A. STATEMENT OF GENERAL POLICY. THE TOWN OF LA PLATA (THE "TOWN") IS COMMITTED TO ENSURING THAT ALL INDIVIDUALS WHO INTERACT WITH ITS OFFICIALS AND EMPLOYEES ARE TREATED WITH RESPECT AND ARE FREE FROM HARASSMENT.

B. PURPOSE. THE PURPOSE OF THIS POLICY IS TO PROTECT ALL TOWN OFFICIALS, EMPLOYEES, AND OTHERS FROM UNWELCOME SEXUAL, DISCRIMINATORY, OR INTIMIDATING OVERTURES OR CONDUCT, EITHER PHYSICAL OR VERBAL, AND ANY OTHER BEHAVIOR THAT CREATES A HOSTILE OR DISCRIMINATORY ENVIRONMENT.

C. SCOPE OF POLICY

(1) THIS POLICY APPLIES TO ALL ELECTED OFFICIALS OF THE TOWN — I.E., THE MAYOR AND ALL MEMBERS OF THE TOWN COUNCIL. A TOWN EMPLOYEE OR ANY OTHER INDIVIDUAL WISHING TO FILE A COMPLAINT OF HARASSMENT AGAINST AN ELECTED OFFICIAL SHALL USE THIS POLICY. THE POLICY CONTAINED IN THE TOWN OF LA PLATA EMPLOYEE HANDBOOK, WHICH

GENERALLY GOVERNS HARASSMENT COMPLAINTS MADE BY TOWN EMPLOYEES, WILL NOT APPLY IF THE ACCUSED IS AN ELECTED OFFICIAL.

(2) THIS POLICY TAKES EFFECT ON MAY 14, 2026. AFTER THAT DATE, A COMPLAINT MAY BE MADE HEREUNDER WITH RESPECT TO THE CONDUCT OF AN ELECTED OFFICIAL THAT TOOK PLACE ON OR AFTER THE DATE THAT OFFICIAL FIRST TOOK OFFICE, EITHER AS MAYOR OR A MEMBER OF THE TOWN COUNCIL, REGARDLESS OF WHICH SUCH OFFICE IT WAS, HOW MANY TERMS WERE SERVED, OR WHETHER THERE WAS A LAPSE BETWEEN TERMS.

(3) THIS POLICY IS IN ADDITION TO THE RULES OF PROCEDURE THAT WERE ADOPTED BY RESOLUTION NO. 26-21, TO PROMOTE CIVIL DISCOURSE IN THE CONDUCT OF TOWN MEETINGS AND OTHER TOWN BUSINESS.

D. HARASSMENT.

FOR PURPOSES OF THIS POLICY, HARASSMENT MEANS ANY SEVERE, PERVASIVE, OR CONTINUING BEHAVIOR THAT THREATENS, COERCES, HUMILIATES, OR INTIMIDATES AN INDIVIDUAL. HARASSMENT MAY BE VERBAL, NONVERBAL, OR PHYSICAL IN NATURE OR MAY BE BEHAVIOR THAT CREATES AN OTHERWISE HOSTILE OR DISCRIMINATORY ENVIRONMENT. HARASSMENT BY AN ELECTED OFFICIAL IS PROHIBITED AND WILL CONSTITUTE A VIOLATION OF THIS RESOLUTION. HARASSMENT INCLUDES SEXUAL HARASSMENT, WHICH IS FURTHER DEFINED IN SECTION IV OF THIS POLICY. FOR PURPOSES OF THIS POLICY, THE TERM HARASSMENT ALSO INCLUDES RETALIATION, WHICH IS FURTHER DEFINED IN SECTION V OF THIS POLICY.

E. SEXUAL HARASSMENT.

FOR PURPOSES OF THIS POLICY, SEXUAL HARASSMENT MEANS ANY UNWELCOME SEXUAL ADVANCES, REQUESTS FOR SEXUAL FAVORS, OR OTHER VERBAL, NONVERBAL, OR PHYSICAL CONTACT OF A SEXUAL NATURE, OR CONDUCT WHICH IS DIRECTED AT AN INDIVIDUAL BECAUSE OF THAT INDIVIDUAL'S SEX. SEXUAL HARASSMENT MAY INCLUDE A RANGE OF SUBTLE OR OVERT BEHAVIORS AND MAY INVOLVE INDIVIDUALS OF THE SAME OR A DIFFERENT GENDER. DEPENDING ON THE CIRCUMSTANCES, THESE BEHAVIORS MAY INCLUDE, BUT ARE NOT LIMITED TO: UNWANTED SEXUAL ADVANCES OR REQUESTS FOR SEXUAL FAVORS; SEXUAL JOKES AND INNUENDO; VERBAL ABUSE OF A SEXUAL NATURE; COMMENTARY ABOUT AN INDIVIDUAL'S BODY, SEXUAL PROWESS, OR SEXUAL DEFICIENCIES; LEERING, WHISTLING, OR TOUCHING; INSULTING OR OBSCENE COMMENTS OR GESTURES;

DISPLAYING, COMMUNICATING, OR DISTRIBUTING SEXUALLY SUGGESTIVE OBJECTS, PICTURES, OR MESSAGES; AND OTHER PHYSICAL, VERBAL, NONVERBAL, OR VISUAL CONDUCT OF A SEXUAL NATURE.

F. RETALIATION.

(1) FOR PURPOSES OF THIS POLICY, RETALIATION MEANS INTIMIDATING, THREATENING, COERCING, HARASSING, TAKING ADVERSE EMPLOYMENT ACTION AGAINST, AND/OR OTHERWISE DISCRIMINATING AGAINST AN INDIVIDUAL IN ANY WAY BECAUSE THE INDIVIDUAL MADE A REPORT OR COMPLAINT UNDER THIS POLICY, PARTICIPATED IN ANY WAY IN THE INVESTIGATION OR RESOLUTION OF SUCH A COMPLAINT, OR EXERCISED ANY RIGHT OR RESPONSIBILITY UNDER THIS POLICY. RETALIATION INCLUDES CONDUCT THAT IS REASONABLY LIKELY TO DETER AN INDIVIDUAL FROM MAKING A COMPLAINT OR REPORT UNDER THIS POLICY OR FROM PARTICIPATING IN THE INVESTIGATION OR RESOLUTION OF A COMPLAINT. AN INDIVIDUAL MAKING A REPORT WILL BE ADVISED OF THE PROHIBITION AGAINST RETALIATION AT THE TIME THE INDIVIDUAL MAKES THE REPORT.

(2) IF THE ALLEGED HARASSMENT IS ULTIMATELY NOT DEEMED TO BE A VIOLATION OF LAW OR THIS POLICY, AN INDIVIDUAL IS PROTECTED FROM RETALIATION IF THAT INDIVIDUAL HAD A GOOD FAITH BELIEF THAT THERE HAD BEEN A VIOLATION. THIS PROVISION IS NOT INTENDED TO PROTECT PERSONS MAKING INTENTIONALLY FALSE CHARGES OF HARASSMENT, AS FURTHER DESCRIBED BELOW. RETALIATION BY AN ELECTED OFFICIAL IS STRICTLY PROHIBITED AND SHALL BE TREATED AS A MAJOR VIOLATION OF THIS POLICY, SUBJECT TO THE ADMINISTRATIVE AND DISCIPLINARY ACTIONS SET FORTH IN SECTION VII.

G. PROCEDURES FOR REPORTING AND INVESTIGATING HARASSMENT

(1) GENERALLY. THESE PROCEDURES ARE DESIGNED TO ENSURE FAIRNESS AND OBJECTIVITY IN THE INVESTIGATION. AT ANY POINT IN THIS PROCESS, ANY PERSON MAY ELECT TO BE REPRESENTED BY COUNSEL OR ANY OTHER REPRESENTATIVE.

(2) CONFIDENTIALITY. THE TOWN WILL MAKE EVERY EFFORT TO PRESERVE THE CONFIDENTIALITY OF ALL COMPLAINTS ALLEGING HARASSMENT. IN THE COURSE OF INVESTIGATING COMPLAINTS, IT MAY BE NECESSARY TO DISCLOSE

INFORMATION RELATED TO THE COMPLAINT TO PERSONS WHO ARE INVOLVED IN THE PROCESS AS WITNESSES, RESPONDENTS, AND INVESTIGATORS. ONLY THOSE INDIVIDUALS WHO NEED TO KNOW WILL BE PROVIDED INFORMATION ABOUT THE COMPLAINT AND ACCESS TO THE CONFIDENTIAL RECORDS.

(3) REPORTING INCIDENTS.

(a) EARLY REPORTING AND INTERVENTION ARE MOST EFFECTIVE IN RESOLVING ACTUAL OR PERCEIVED INCIDENTS OF HARASSMENT, REGARDLESS OF THE OFFENDER'S IDENTITY OR POSITION. THEREFORE, THE TOWN ENCOURAGES INDIVIDUALS WHO BELIEVE THEY HAVE BEEN SUBJECTED TO OR HAVE WITNESSED HARASSMENT TO PROMPTLY ADVISE THE OFFENDER THAT THE BEHAVIOR IS UNWELCOME AND REQUEST THAT IT BE STOPPED. OFTEN THIS ACTION ALONE WILL RESOLVE THE PROBLEM. THE TOWN RECOGNIZES, HOWEVER, THAT AN INDIVIDUAL MAY PREFER NOT TO ADDRESS THE ALLEGED OFFENDER DIRECTLY. IF, FOR ANY REASON, AN INDIVIDUAL DOES NOT WISH TO ADDRESS THE OFFENDER DIRECTLY, OR IF SUCH ACTION DOES NOT SUCCESSFULLY END THE OFFENSIVE CONDUCT, THE INDIVIDUAL SHOULD PROMPTLY REPORT THE INCIDENT.

(b) THE TOWN ENCOURAGES THE PROMPT AND GOOD FAITH REPORTING OF INCIDENTS OR CONCERNS SO THAT RAPID AND CONSTRUCTIVE ACTION CAN BE TAKEN BEFORE RELATIONSHIPS BECOME IRREPARABLY STRAINED AND BEFORE OFFENSIVE CONDUCT CONTINUES OR ESCALATES.

(c) INDIVIDUALS WHO BELIEVE THAT THEY HAVE BEEN EXPOSED TO OR WITNESSED PROHIBITED CONDUCT SHOULD DISCUSS THEIR CONCERNS WITH THE DIRECTOR OF HUMAN RESOURCES (THE "DIRECTOR") OR THE TOWN ATTORNEY.

(d) AN ALLEGED VICTIM OF HARASSMENT, OR A PERSON ACTING ON THE VICTIM'S BEHALF WITH OR WITHOUT THE VICTIM'S CONSENT, MAY REPORT A CLAIM TO THE DIRECTOR OR THE TOWN ATTORNEY.

(e) REPORTS OF PROHIBITED CONDUCT MAY BE MADE VERBALLY OR IN WRITING.

(f) IF THE INITIAL COMPLAINT WAS VERBAL, THE VERBAL COMMUNICATION SHALL BE MEMORIALIZED IN WRITING BY THE PERSON RECEIVING THE

COMPLAINT, NOTING THE DATE, TIME AND CIRCUMSTANCES OF THE VERBAL COMPLAINT.

(4) INITIAL MEETING WITH COMPLAINANT

(a) FOLLOWING RECEIPT OF A COMPLAINT, THE DIRECTOR SHALL MEET WITH THE COMPLAINANT AS SOON AS MUTUALLY CONVENIENT.

(b) THE DIRECTOR SHALL INFORM THE COMPLAINANT THAT HE OR SHE MAY HAVE A REPRESENTATIVE AT THE MEETING.

(c) THE DIRECTOR SHALL FULLY INFORM THE COMPLAINANT ABOUT THIS POLICY AND SHALL ANSWER ANY QUESTIONS THAT THE COMPLAINANT MAY HAVE.

(d) THE DIRECTOR SHALL ALSO INFORM THE COMPLAINANT ABOUT THE OTHER AVAILABLE OPTIONS, SUCH AS FILING WITH STATE AND FEDERAL COMPLIANCE AGENCIES.

(e) THE DIRECTOR SHALL LISTEN TO THE COMPLAINANT'S ALLEGATIONS AND DISCUSS THE COMPLAINT WITH DISCRETION, SENSITIVITY AND DUE CONCERN FOR THE DIGNITY OF THOSE INVOLVED.

(f) THE COMPLAINANT SHALL BE ASKED WHAT REMEDIES HE OR SHE FEELS WOULD RESOLVE THE COMPLAINT.

(g) THE DIRECTOR SHALL INFORM THE COMPLAINANT THAT WHILE EVERY REASONABLE EFFORT WILL BE MADE TO PROTECT THE CONFIDENTIALITY AND PRIVACY OF THE INDIVIDUALS INVOLVED, THE CONDUCT OF AN INVESTIGATION REQUIRES THAT THE ALLEGED HARASSER BE INFORMED OF THE ALLEGATIONS, AND THAT WITNESSES BE INTERVIEWED.

(h) THE DIRECTOR SHALL FULLY DOCUMENT THE COMPLAINT AND THE REQUESTED REMEDIES.

(5) INITIAL EVALUATION.

(a) FOLLOWING THE INITIAL MEETING WITH THE COMPLAINANT, THE DIRECTOR SHALL DEFINE THE SCOPE OF A POTENTIAL INVESTIGATION.

(b) THE DIRECTOR HAS THE DISCRETION TO DETERMINE WHETHER OR NOT TO INITIATE A FULL INVESTIGATION IN LIGHT OF THE CIRCUMSTANCES OF ANY PARTICULAR CASE.

(c) THE DIRECTOR SHALL NOT INITIATE A FULL INVESTIGATION IF THERE ARE NO MATERIAL FACTS IN DISPUTE, IF THE CONDUCT ALLEGED IN THE

COMPLAINT WOULD NOT CONSTITUTE HARASSMENT AS DEFINED IN THIS POLICY EVEN IF PROVED, OR IF THE DIRECTOR BELIEVES THE MATTER MAY BE RESOLVED QUICKLY THROUGH INFORMAL DISCUSSIONS.

(d) IF THE DIRECTOR DECIDES TO RESOLVE THE MATTER INFORMALLY, THE DIRECTOR SHALL SPEAK WITH THE RELEVANT PARTIES AND DOCUMENT ALL EFFORTS UNDERTAKEN TO ADDRESS THE MATTER AND INDICATE THE RESOLUTION REACHED AND ACTIONS TAKEN, IF ANY.

(e) IF A FULL INVESTIGATION IS NOT DEEMED NECESSARY BY THE DIRECTOR, BUT THE MATTER REMAINS UNRESOLVED THROUGH INFORMAL MEANS, THE DIRECTOR SHALL SUBMIT A SUMMARY REPORT TO THE NON-ACCUSED MEMBERS OF THE TOWN COUNCIL FOR SUCH ADMINISTRATIVE ACTION AS THEY DEEM APPROPRIATE TO MAINTAIN A SAFE AND PROFESSIONAL ENVIRONMENT.

(6) ASSIGNMENT OF INVESTIGATOR.

(a) IF THE DIRECTOR DETERMINES THAT A FULL INVESTIGATION IS WARRANTED, THE DIRECTOR SHALL APPOINT ONE OR MORE IMPARTIAL, QUALIFIED INVESTIGATORS TO INVESTIGATE THE ALLEGATIONS CONTAINED IN THE COMPLAINT.

(b) THE INVESTIGATORS SHALL BE THIRD-PARTY PROFESSIONALS RETAINED BY THE TOWN NOT OTHERWISE EMPLOYED OR AFFILIATED WITH THE TOWN.

(7) INVESTIGATION PROCESS.

(a) GENERALLY, AN INVESTIGATOR WILL PERFORM AN INVESTIGATION THAT INCLUDES THE ELEMENTS SET FORTH IN THIS SECTION.

(b) IT WILL BE WITHIN THE INVESTIGATOR'S DISCRETION TO DETERMINE THE EXTENT OF THE INVESTIGATION NECESSARY, WHAT INFORMATION IS RELEVANT, AND WHETHER TO MODIFY ANY ELEMENTS OF THIS PROCESS BASED ON THE CIRCUMSTANCES OF A PARTICULAR CASE.

(c) THE INVESTIGATOR WILL:

i. ESTABLISH A TIMELINE FOR THE INVESTIGATION, WITH A TARGET DEADLINE FOR COMPLETION THAT IS REASONABLE AND AS PROMPT AS PRACTICABLE UNDER ALL THE CIRCUMSTANCES;

ii. PROVIDE WRITTEN NOTIFICATION TO THE ELECTED OFFICIAL ACCUSED OF HARASSMENT OF THE COMPLAINT AND INVESTIGATION;

iii. INTERVIEW THE ELECTED OFFICIAL;

iv. INTERVIEW ALL AVAILABLE, RELEVANT WITNESSES WHO ARE WILLING TO PARTICIPATE AND CONDUCT FOLLOW-UP INTERVIEWS AS NECESSARY;

v. IF THE INVESTIGATION TAKES LONGER THAN ONE MONTH, PROVIDE MONTHLY STATUS UPDATES TO THE PARTIES THROUGHOUT THE INVESTIGATION; AND

vi. PREPARE A WRITTEN REPORT FAIRLY SUMMARIZING THE INVESTIGATION, ALL WITNESS INTERVIEWS, AND ADDRESSING ALL RELEVANT EVIDENCE. APPENDICES INCLUDING RELEVANT PHYSICAL OR DOCUMENTARY EVIDENCE WILL BE INCLUDED. THE REPORT WILL SET FORTH ANY CONCLUSIONS DRAWN FROM THE EVIDENCE AS TO WHETHER THE FACTS ALLEGED BY THE COMPLAINANT ARE TRUE OR WHAT ACTUALLY TRANSPIRED, STATING WHY SUCH INFERENCES WERE DRAWN AND UPON WHICH EVIDENCE THEY ARE BASED. IF NO CONCLUSION IS APPARENT TO THE INVESTIGATOR, THE REPORT WILL EXPLAIN IN DETAIL WHY A CONCLUSION CANNOT BE REACHED. AFTER GATHERING, ASSESSING, AND SYNTHESIZING THE FACTS AND EVIDENCE, THE INVESTIGATOR WILL APPLY THE RELEVANT LEGAL STANDARDS TO THE FACTS AND DETERMINE WHETHER, BASED ON A PREPONDERANCE OF THE EVIDENCE (I.E., IT IS "MORE LIKELY THAN NOT"), THE ELECTED OFFICIAL ENGAGED IN THE ALLEGED HARASSMENT. IN DETERMINING WHETHER AN INDIVIDUAL'S CONDUCT CONSTITUTES HARASSMENT, THE INVESTIGATOR SHALL CONSIDER THE RECORD AS A WHOLE AND THE TOTALITY OF THE CIRCUMSTANCES, SUCH AS THE NATURE OF THE HARASSMENT AND THE CONTEXT IN WHICH ANY ALLEGED INCIDENT OCCURRED. THE REPORT MAY INCLUDE RECOMMENDATIONS THAT THE TOWN'S ETHICS COMMISSION CONDUCT FURTHER PROCEEDINGS OR DISMISS THE COMPLAINT.

H. RESOLUTION AND DISCIPLINARY ACTION.

(1) SUBMISSION OF REPORT: UPON COMPLETION OF THE FINAL INVESTIGATION REPORT, THE DIRECTOR SHALL TRANSMIT THE REPORT TO THE MAYOR AND TOWN COUNCIL (THE 'REVIEWING BODY'). ANY ELECTED OFFICIAL NAMED AS A RESPONDENT IN THE COMPLAINT SHALL BE AUTOMATICALLY RECUSED FROM ALL DELIBERATIONS, EXECUTIVE SESSIONS, AND VOTING RELATED TO THE MATTER.

(2) REVIEW AND FINDINGS: THE REVIEWING BODY SHALL REVIEW THE INVESTIGATOR'S FINDINGS AND, BY A MAJORITY VOTE OF THOSE NOT RECUSED, SHALL DETERMINE WHETHER A VIOLATION OF THIS POLICY OCCURRED BASED ON A PREPONDERANCE OF THE EVIDENCE.

I. FALSE CLAIMS.

(1) AN ELECTED OFFICIAL WHO KNOWINGLY AND INTENTIONALLY MAKES A MATERIALLY FALSE STATEMENT OF FACT IN CONNECTION WITH A HARASSMENT COMPLAINT OR INVESTIGATION, FOLLOWING A FINDING OF SUCH FALSITY THROUGH ESTABLISHED REVIEW PROCEDURES, SHALL BE DEEMED TO HAVE COMMITTED A SEPARATE AND DISTINCT VIOLATION OF THIS POLICY, AND THE REVIEWING BODY MAY IMPOSE ANY OF THE SANCTIONS SET FORTH IN SECTION VII.

(2) THIS PROVISION SHALL NOT APPLY TO COMPLAINTS MADE IN GOOD FAITH, EVEN IF THE ALLEGATIONS ARE NOT SUBSTANTIATED.

J. TRAINING.

(1) THE DIRECTOR WILL ENSURE THAT ELECTED OFFICIALS RECEIVE SEXUAL HARASSMENT TRAINING IN ACCORDANCE WITH CURRENT BEST PRACTICES AT THE BEGINNING OF THEIR TERM AND TWO YEARS INTO THE TERM.

(2) OFFICIALS ELECTED OR APPOINTED DURING A TERM WILL RECEIVE INDIVIDUALIZED TRAINING WITHIN 30 DAYS AFTER THEY TAKE OFFICE AND AGAIN IN TWO YEARS, IF APPLICABLE.

K. STATE AND FEDERAL REMEDIES.

(1) IN ADDITION TO THE PROCESS DESCRIBED IN THIS POLICY, IF AN INDIVIDUAL BELIEVES THE INDIVIDUAL HAS BEEN SUBJECTED TO UNLAWFUL DISCRIMINATION OR HARASSMENT, THE INDIVIDUAL MAY FILE A FORMAL COMPLAINT WITH THE U.S.

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION OR THE MARYLAND COMMISSION ON CIVIL RIGHTS.

(2) USING THE TOWN'S COMPLAINT PROCESS DOES NOT PROHIBIT AN INDIVIDUAL FROM FILING A COMPLAINT WITH ONE OF THESE AGENCIES.

SECTION 2: AND BE IT FURTHER ENACTED, that complaints alleging violations of the Anti-Harassment Policy shall be reviewed and processed in accordance with the procedures set forth in this Ordinance and consistent with applicable law.

SECTION 3: AND BE IT FURTHER ENACTED, that nothing in this Ordinance shall be construed to limit the authority of the Council under the Town Charter or Ethics Ordinance to address misconduct by elected officials.

SECTION 4: AND BE IT FURTHER ENACTED that this Ordinance shall become effective at the expiration of fifteen (15) calendar days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

COUNCIL OF THE TOWN OF LA PLATA
Ordinance 26-06

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**April 28, 2026**
Town Council Public Hearing:	**April 28, 2026**
Amendments Adopted:	**N/A**
Date Adopted:	**Scheduled for May 12, 2026**
Date Effective:	**Scheduled for July 1, 2026**

AN ORDINANCE concerning

Town of La Plata Fiscal Year 2027 Financial Plan/Budget

FOR the purpose of adopting the Town of La Plata Fiscal Year 2027 Financial Plan/Budget; and all matters generally relating thereto.

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that the Financial Plan for the Town of La Plata for fiscal year beginning July 1, 2026, and ending June 30, 2027, attached hereto as Attachment 1 and incorporated herein by reference, and entitled, **"Town of La Plata Fiscal Year 2027 Financial Plan/Budget"** is adopted, and for all purposes shall be considered the FY2027 Financial Plan/Budget for the Town of La Plata.

SECTION 2: AND BE IT FURTHER ENACTED that this Ordinance shall become effective on July 1, 2026.

Ordinance 26-06

ADOPTED AND APPROVED by the Council of the Town of La Plata this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilwoman

_____
Shelby Pritchett
Town Clerk

_____
Tyron C. Johnson, Councilman

Date_____

EXPLANATION:
CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
((Double Parenthesis)) indicate matter deleted from existing law.
Underlining indicates amendments to bill.
~~Strike-Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.

Town of La Plata
Fiscal Year 2027
Financial Plan/Budget

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Town Manager's Budget Message:

It is with great pleasure that I present to you the proposed Fiscal Year (FY) 2027 (July 1, 2026 – June 30, 2027) Budget & Capital Improvement Plan for the Town of La Plata. This budget includes the Town's General Fund and Enterprise Funds with appropriated funds for both operating and capital projects. The proposed General Fund Budget for FY 2027 equals $22,121,495, representing an increase over the FY 2026 budget of $3,711,596, or 20.16%. The proposed Enterprise Funds Budget for FY 2027 equals $22,110,884, reflecting the Town's continued commitment to infrastructure investment across its sanitation, water, sewer, and stormwater operations.

A Balanced Budget

In accordance with the Town Charter C8-5, this budget is balanced: the “total of the anticipated revenues shall equal or exceed the total of the proposed expenditures”. It is important to note that fund balance appropriations in each of the major funds are applied exclusively to capital expenditures—no fund balance is being used to cover operating expenses in any fund. The Town is living within its means.

This proposed budget does not include a tax increase. The real property tax rate remains unchanged from the prior year. For the enterprise funds, a 4% rate increase is proposed for the sanitation, water, and sewer funds to address rising operational and capital costs. No rate increase is proposed for the stormwater fund.

Overview of the FY 2027 Proposed Budget

The FY 2027 proposed budget reflects the Town Council's budget guidance provided to staff in December 2025 and fully incorporates the Reserve Fund Policy adopted by the Town Council in January 2026. Consistent with that policy, this budget includes the re-assignment of general fund balance to formally established reserves, strengthening the Town's long-term financial position and ensuring appropriate resources are available for emergencies, economic downturns, technology needs, and contingencies.

The proposed budget maintains all existing service levels without recommending reductions to any Town program or service. It is a budget built on fiscal discipline, strategic investment, and a continued commitment to the residents and businesses of La Plata.

General Fund

The proposed General Fund Budget totals $22,121,495. General Fund revenues are projected at $18,353,516, an increase of $766,607, or 4.36%, over the FY 2026 budget. Local tax revenue remains the largest single revenue source at $11,496,202, representing approximately 62.8% of total revenues. Intergovernmental revenues, including Highway User Revenue and other state and federal sources, are projected at $3,795,892.

The proposed operating budget totals $14,797,624, with Public Safety representing the largest functional share at 42.0%, followed by General Government at 28.2%, Public Works at 16.9%, Parks, Recreation & Culture at 4.8%, and debt and transfers at 8.1%. Capital outlay within the General Fund totals $7,350,510, directed toward priority infrastructure and facilities investments described below.

Investment in Our Workforce

This budget reflects a strong commitment to the Town's most valuable asset—its employees. The following workforce investments are proposed:

Market Increase. A 3.7% market rate increase is proposed for all Town employees, recognizing the competitive regional labor environment and the importance of attracting and retaining qualified public servants.

Law Enforcement Officers' Pension System (LEOPS). This budget proposes the transition of La Plata Police Department sworn officers to the Law Enforcement Officers' Pension System. LEOPS provides a benefit structure more competitive with neighboring jurisdictions and is an important step in strengthening officer recruitment and retention for the La Plata Police Department.

New Positions. The budget includes requests for several key new positions to address growing operational demands. These include a Town Engineer to support the Town's expanding infrastructure program, an administrative assistant for the La Plata Police Department to enhance operational capacity, and a new crew leader at the Wastewater Treatment Plant—a position that will enable the establishment of a second operational shift and improve the reliability and responsiveness of this critical facility.

Employee Recognition Program. This budget introduces a new recognition program for long-serving Town employees, formally honoring the dedication of staff who have made lasting contributions to our community.

Leave Sell-Back Program. A new leave sell-back program is also proposed, providing employees with an additional financial benefit and a practical mechanism for managing accumulated leave balances.

Investment in Infrastructure

The FY 2027 proposed budget reflects the Town's continued commitment to responsible stewardship of its public infrastructure. The Capital Improvement Plan encompasses investments across the General Fund and Enterprise Funds in support of transportation, public facilities, and utility systems.

General Fund capital highlights include the La Plata Bikeway ($1,299,600 in FY27 toward a $3.249 million total project), extending the shared-use pathway network from Milton Somers Middle School to Rosewick Road; continued street paving ($796,292) in accordance with the Town's annual road condition review; and vehicle replacements for Police and Public Works ($365,000).

Enterprise Fund capital investments focus on the long-term reliability and capacity of the Town's utility infrastructure. Significant projects include a New Tertiary Tank at the Wastewater Treatment Plant ($1,250,000 in FY27 toward a $7 million total project), advancing the multi-phase effort to increase plant capacity from 1.5 MGD to 2.0 MGD; a WWTP SCADA Hardware and Software Upgrade ($250,000) to modernize aging control and monitoring systems; a water main connection at Tilghman Lake ($1,000,000) to improve system resiliency and support the County water interconnection; Five Pump Station Rehabilitations ($1,800,000); and stormwater capital investments totaling over $2 million, including Magnolia Gardens Stormwater improvements and continued MS4 permit compliance design and construction.

Enterprise Funds

The proposed Enterprise Fund budgets reflect the investment required to maintain, operate, and expand the Town's utility infrastructure in a responsible and sustainable manner.

The Sanitation Fund is proposed at $2,615,682, an decrease of approximately 1.8% over FY 2026, with revenues projected at $2,547,807. The Water Fund is proposed at $4,993,478, with revenues of $1,918478; the use of fund balance in this fund reflects significant capital investment in system improvements and the County water connection. The Sewer Fund is proposed at $11,107,701, with revenues of $6,347,701; the reduction in revenues from the prior year reflects the the USDA Loan received in FY26. The Stormwater Fund is proposed at $3,391,023, with revenues of $1,080,258; capital investment accounts for over 67% of stormwater expenditures as the Town continues to meet its MS4 permit obligations.

In all enterprise funds, fund balance appropriations are applied to capital expenditures only, consistent with sound utility financial management practices.

Conclusion

The FY 2027 proposed budget reflects the Town of La Plata's commitment to fiscal responsibility, responsive governance, and meaningful investment in the people and infrastructure that serve this community. It is a budget that lives within the Town's means—balanced without a tax increase, aligned with Council guidance, and structured to strengthen our long-term financial foundation.

I am grateful for the hard work and professionalism of the Town Treasurer, Department Directors, and staff who developed this budget, and I look forward to the Town Council's review and discussion.

Respectfully submitted,

Chuck Stevens, Town Manager, Town of La Plata, Maryland

Town of La Plata www.TownofLaPlata.Org

Strategic Plan

Created 2022

Vision

The Town of La Plata is an inclusive model of local government for community safety, health, amenities, and financial stability that benefits all residents for generations to come.

Value Proposition

La Plata is a thriving community that preserves its charm and natural resources.

Mission

In partnership with the community, La Plata provides a cost-effective system of government for public services. We implement industry best practices and innovative ideas to be known as a cultural hub that respects its strong heritage, encourages economic growth, facilitates a safe environment for a diverse community, enhances quality of life, and protects its natural resources.

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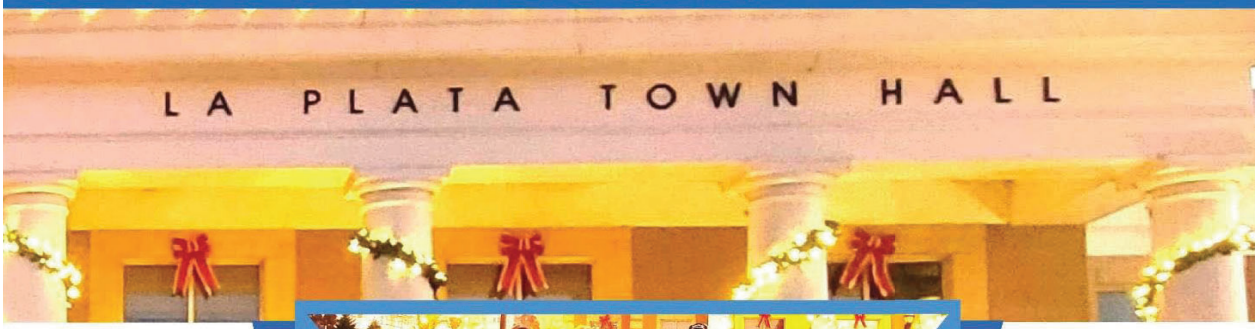
Core Values



Council Members Left to Right:
James Goldsmith, Matthew Decker-Trollinger, Mayor Jeannine James, Evalyne Louise Bryant-Ward, and David Jenkins

The values we commit to our community and each other as our four foundational pillars

C Community

Community Engagement & Citizenship

By serving as responsible stewards, we promote opportunities for our residents to see reward in giving back and help them become involved as good neighbors.

A Accountability

Accountability

Through a foundation built on transparency, we are answerable to each other and our community.

R Respect

Respect

We earn respect by building trust through actions and conducting ourselves with integrity and professional decorum.

E Equity

Equity

By engaging with the community, listening to citizens, evaluating their concerns, and addressing needs, we model our commitment to one another.

Strategic Issues, Goals, and Outcomes

#1 Good Governance

Ensure fair and transparent decision making processes by following established procedures. Our success will be measured by:

- Regularly assessing plans and policies to ensure their creation follows set protocol.
- Maintaining and enforcing existing plans and policies.
- Reviewing best practices to strengthen the downtown core and maintain the small town character of La Plata.
- Surveying permit applicants to gain information on how we can improve effectiveness and efficiency in our permitting process.
- Work with Planning & Zoning and Director of Legislative Services to determine the needed frequency and appropriate measures of ordinance reviews to establish standards.
- Continue to link Comprehensive Plan to the staff reports and proposed items for permitting and decision making.
- Conduct semi-annual employee surveys for internal accountability.

Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds. Our success will be measured by:

- Analyze community population diversity data to ensure employee base is representative of resident demographics.
- Work creatively to hire and attract quality candidates from an expanded pool of applicants to incrementally increase diversity in the workforce.
- Focus on expanding town programs for music, food, entertainment, the arts, and recreation to appeal to a larger audience.

Manage all assets as a responsible fiduciary. Ensure funds are available for providing quality services in an equitable manner and our infrastructure is maintained now and in the future by prioritizing long-term financial sustainability over short-term tasks.

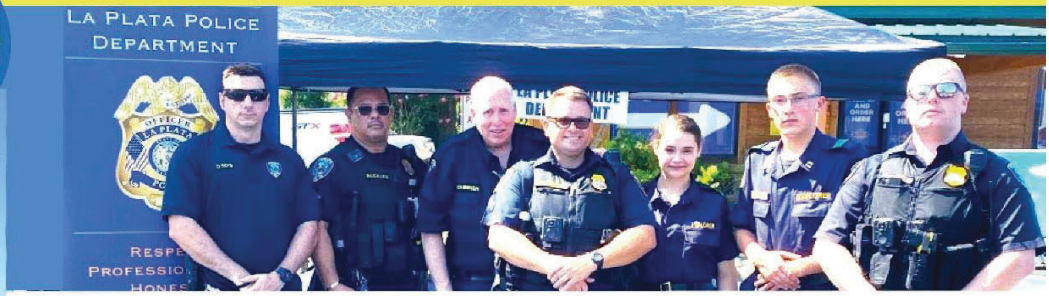
- Regularly assess:
  The Town's annual budget process,
  Five-year capital improvement plan, and
  Financial forecasting.

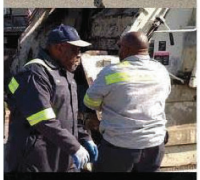
Assess community needs and desires by seeking community input and feedback through:

- Regular program interactions,
- Identifying sources of regular citizen satisfaction data, including citizen surveys,
- An improved and interactive website, and
- Other outreach efforts.

We will serve as responsible stewards of community trust in making decisions to maximize public service value to our residents.

#2 Operational Excellence





Consistently offer services that meet or exceed reasonable expectations by maintaining high levels of customer service in day-to-day interactions.

- Ensure that staff have the tools, training, and resources needed to do their jobs well.
- Set clear expectations.
- Communicate with staff on performance status throughout the year.
- Conduct real-time counseling, frequent check ins, and constructive feedback that culminates in employees' ability to positively impact their annual performance reviews.

Enhance community programs and services by strengthening services and programs with adequate staffing and technical expertise.

- Regularly assess staffing levels and position placement effectiveness.
- Evaluate areas of improvement in services, programs, and technical expertise as part of annual budget process.

Employ a staff of engaged professionals by encouraging continuous learning with opportunities for employee growth.

- Define opportunities by establishing and following clear career succession plans.
- Recommend and offer continuing education opportunities for staff to advance their careers.

Retain high quality and committed employees by promoting a level of work/life effectiveness appropriate to keep excellent employees across the organization.

- Explore options for employee engagement to maintain high employee satisfaction ratings as measured through employee outreach efforts.
- Encourage individualized "work and life effectiveness" to allow staff be focused whether at home or in their work over "work and life balance: that tends to take from one aspect or the other.
- Monitor employee turnover.
- Learn about and analyze possible areas of improvement by assessment of employment separation surveys.

Leverage the use of technology to enhance efficiency, productivity, and service delivery by researching, encouraging, and developing the deployment of effective technology.

- Monitor technological advancements and effectiveness.
- Weigh options of industry practices and trends for best use of resources.

Retain professional staff with the appropriate education, facilities, equipment, tools, and technology to efficiently provide quality work with a sense of pride.

Strategic Issues, Goals, and Outcomes

#3 Economic Prosperity

Provide a variety of housing stock availability for a wide audience of interested parties by promote zoning that attracts development to fulfill the needs of a diverse socioeconomic population. We will ensure zoning and lot sizes are conducive to attract residential developers, for housing stock that is consistent with the comprehensive plan.

Strategically grow the geographic property and economic tax base with a balance of residential, commercial, and industrial growth. La Plata will expand its boundaries when and where there is a clear net economic and/or environmental benefit to doing so, and only when supported by adequate public facilities.

- Recognize the need for commercial, industrial, and entrepreneurial growth.
- Develop a relationship with the County to provide incentives that attract a targeted audience of developers.
- Create tax incentives for land use options.
- Assess and monitor annexation requests to ensure an economic and/or environmental benefit for a net positive economic impact to the Town.

Create a dynamic, mixed use downtown area that is inviting for businesses, residents and visitors. We will focus the town's efforts on the downtown core to demonstrate public investment and to attract private capital. We will encourage high tech and light manufacturing industry to locate in the La Plata area.

- Create and identify funding opportunities to promote the downtown core.
- Measure net gain in annual business retention, with goal of an increasing it over time.
- Define role and structure of Economic Development to encourage commercial activity.
- Provide funding for Economic Development.

Promote a business-friendly community that promotes attractive job opportunities for a sustainable economic base. Collaborate with and promote small businesses to better understand their needs and identify opportunities for growth.

- Identify reliable and consistent sources for data on business owners' satisfaction.
- Research, develop, and deploy creative ways to promote local businesses.
- Draft a program for business outreach.

Develop an economic base in La Plata that offers desirable careers and supports high standards of living for residents now and into the future.

Community Identity

Define the Town image by determining the current image perception as a baseline. This will be achieved by incorporating Town image questions as part of citizen survey.

Protect environmental resources by maintaining policies to protect and preserve forest, open space, and wildlife.

- Develop ordinances that promote safety and environmental protection.
- Develop and maintain a list of open-space and recreation areas.

Create, promote, and maintain community amenities. New development areas will reflect the principles of walkability, sustainability, and environmental protection.

- Regularly assess new development areas and reassess current development.
- Improve walkability routes by interconnecting the downtown to future and existing neighborhoods and commercial centers.
- Enter walk/hike trails into GIS.

Become a regional destination for visitors by enhancing the downtown core with business services, small shops, a park-like environment, trees, clean streets, sidewalks, and other features that make it a pleasing and vibrant destination.

- Promote proximity to DC, mountains, beaches, military installations.
- Plan for a rail trail in Southern La Plata once the electric utility closes.
- Promote land use conversion to attract visitors.

Offer events and programs that meet the needs and interests of the community by receiving community feedback on events and programs.

- Identify potential sources of data gathering on community event and program satisfaction.
- Plan, develop, schedule, and promote improved programs that meet citizen expectations.

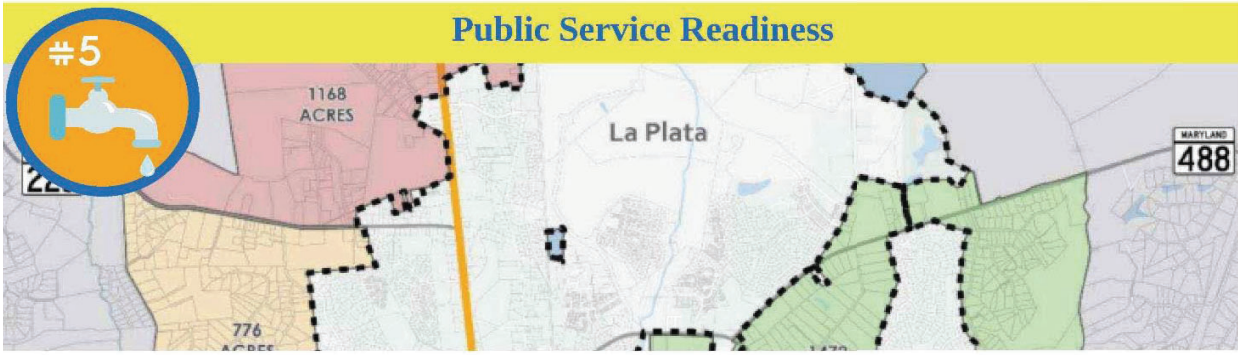
Increase awareness of activities and opportunities for public engagement and collaboration by expanding social media use, website access, and/public participation platform interactions.

- Track data analytics on social media performance.

Engage citizens and visitors through enhancement and communication of amenities, programs, and events hosted in La Plata.

Strategic Issues, Goals, and Outcomes

Public Service Readiness



Ensure adequate natural resource availability to meet usage demands by ensuring the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources.

- Track water access to ensure availability exceeds demand.
- Secure adequate water appropriations through relationship with the State of Maryland and Charles County.

Use the Towns' guiding documents to plan and provide for current/future infrastructure needs. Plan upgrades and enhancements to the Town's infrastructure to ensure that growth and development can be accommodated.

- Annually review and update capital improvement plan.
- Measure capital projects for return on investment (ROI) where applicable.
- Track status and progress of projections.

Evaluate, enhance, and promote community educational opportunities to encourage safety and preparedness. Enhance and expand community information sharing for educational programs on health, safety, and self-sufficiency.

- Promote communication of civil service resources via social media newsletter and special events.
- Create citizens academy to explain municipal services through direct interaction.

Ensure adequate funding is available to expand necessary infrastructure by performing an outside review of the Town's Major Facility Fee.

- Analyze the review results to ensure the amount of the Major Facility Fee can equitably assess the cost of water and sewer infrastructure needed to provide services to new customers.
- Annually assess this fee as a part of the budget process using the methodology used in the outside review.

Plan and develop the systems and infrastructure needed to meet growing demand, while supporting the health, safety, and wellness of residents and natural resources.

Town Wide Personnel Schedule (FTE)

Positions	FY25 Budget	FY26 Budget	FY27 Budget
Administration			
Town Manager	1	1	1
Assistant Town Manager	1	1	1
Total Administration	**2**	**2**	**2**
Legislative			
Director of Legislative Services	1	1	1
Town Clerk	1	1	1
Total Legislative	**2**	**2**	**2**
Finance			
Treasurer	1	1	1
Accounting Manager	1	1	1
Procurement & Asset Manager	1	1	1
Accountant	1	1	1
Billing Coordinator	1	1	1
Accounts Payable Clerk	1	1	1
Lead Cashier	1	1	1
Administrative Assistant I	0.5	0.5	0.5
Total Finance	**7.5**	**7.5**	**7.5**
Human Resources			
Director of Human Resources	1	1	1
Total Human Resources	**1**	**1**	**1**
Information Technology			
Systems Administrator	1	1	1
Total Information Technology	**1**	**1**	**1**
Planning & Zoning			
Director of Planning	1	1	1
Sr. Planner	1	1	1
Planner I	1	1	1
Administrative Assistant I	0.5	0.5	1
Total Planning & Zoning	3.5	3.5	4
Inspections			
Director of Inspections	1	1	1
Inspector I	1	1	1
Total Inspections	**2**	**2**	**2**

Police Department

Chief of Police	1	1	1
Major	0	0	1
Captain	3	3	1
Lieutenant	1	1	2
Sergeant	4	4	5
Detective Sergeant	1	1	0
Patrol Corporal	4	4	6
Detective Corporal (TF)	1	1	0
PFC/Officer	7	7	12
Traffic Officer	1	1	0
Detective	2	2	0
UMCRMC	2	2	0
Community Policing	1	1	0
Total Sworn	**28**	**28**	**28**
Compliance Coordinator II	1	1	1
Evidence Custodian	1	1	1
Training Coordinator	1	1	1
Admin Assistant	0	0	1
Cadet	1	1	1
Total Civilian	**4**	**4**	**5**
Total Police Department	**32**	**32**	**33**

Public Works

Director of Operations	1	0	0
Administrative Assistant III	2	2	2
Assistant Director of Public Works	1	1	1
Custodian	0.3	0.8	0.8
Director of Public Works	1	1	1
Facility Manager	0	0	1
GIS / Utilities Field Tech	1	1	1
GIS Specialist	1	1	1
Inspector	1	1	1
Lead Custodian	1	1	1
Maintenance Manager	1	1	1
Mechanic - Fleet	1	1	1
Project Manager	1	1	1
Public Works Technician I	12	12	10
Public Works Technician II	3	3	5
PW Crew Leader	5	5	5
PW Foreman/Supervisor	2	1	1

Storm Water Utility Manager	1	1	1
Town Engineer	0	0	1
Wastewater Superintendent	0	1	1
Sr Wastewater Plant Operator	1	1	1
Mechanic	1	1	1
WWTP Cerw Leader	0	0	1
Wastewater Treatment Plant Operator	2	2	0
Wastewater Plant Operator in Training	4	4	6
Total Public Works	**43.3**	**42.8**	**45.8**

Community Promotions

Special Events Coordinator	1	1	1
Total Community Promotions	**1**	**1**	**1**

Total Town Positions	**95.3**	**94.8**	**99.3**

Total General Fund Positions	**64.45**	**63.95**	**67.2**
Total Enterprise Fund Positions	**30.85**	**30.85**	**32.1**

Town Wide Proposed FY 2027 Budget Overview

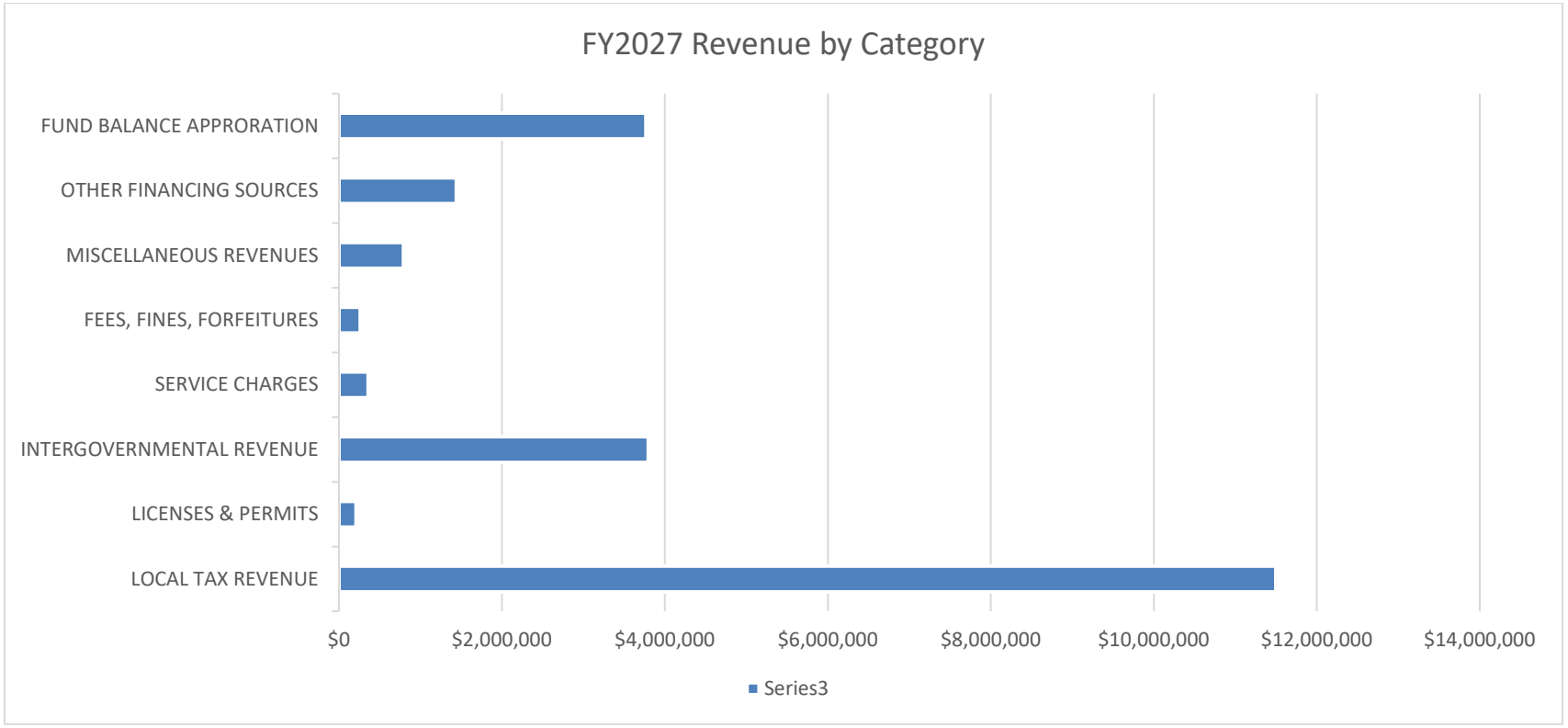
Town of La Plata

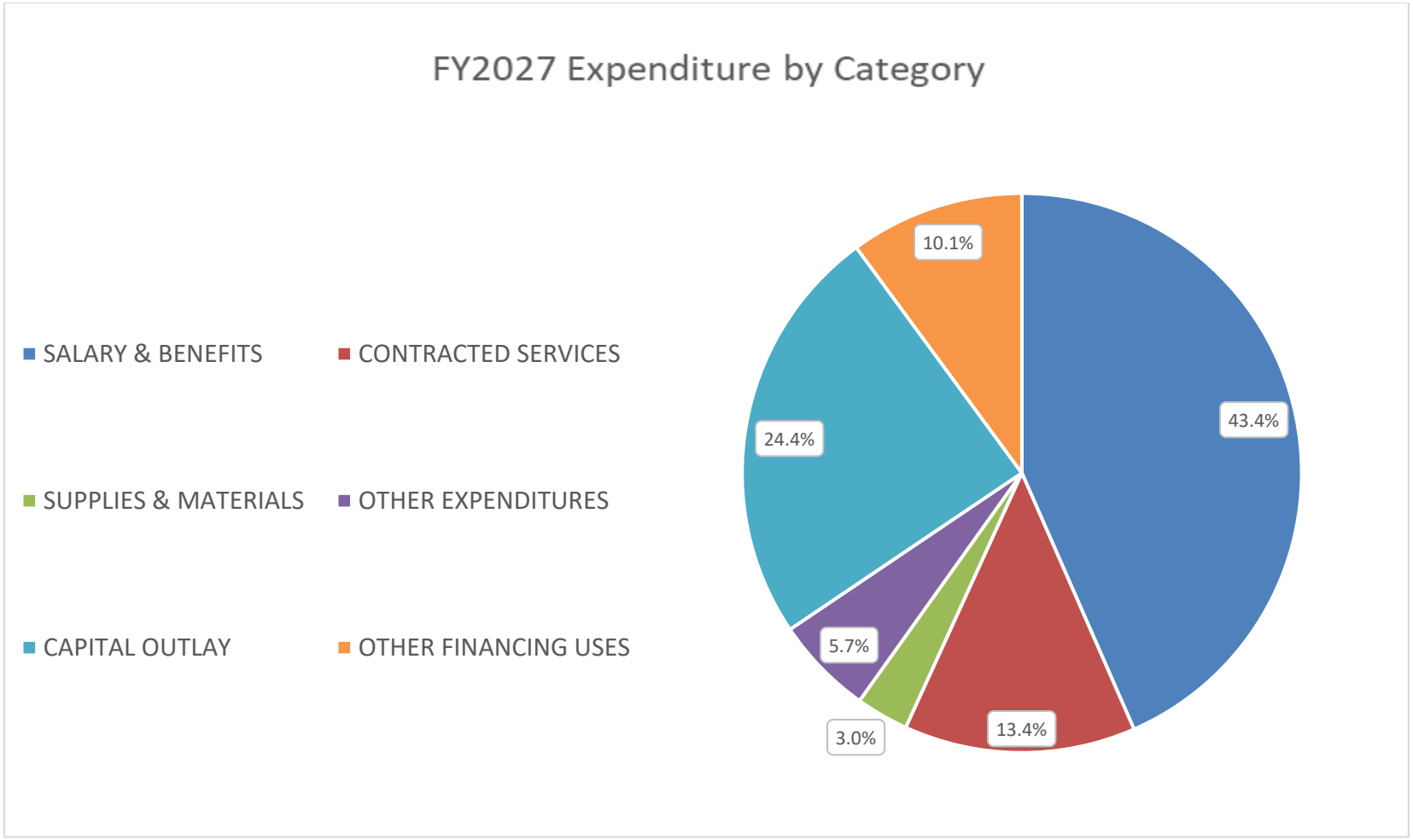
				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	
Fund: 01 - GENERAL FUND							
Revenue	36,431,397.24	16,130,335.11	13,500,712.80	17,586,909.00	18,353,516.00	766,607.00	4.36%
Expense	29,813,746.52	14,527,808.88	9,535,514.97	18,259,899.00	22,121,495.00	3,861,596.00	21.15%
Surplus/(Deficit) of Revenues to Expenditures	**6,617,650.72**	**1,602,526.23**	**3,965,197.83**	**-672,990.00**	**-3,767,979.00**	**-3,094,989.00**	**459.89%**
Project Assigned Appropriation				485,760.00	1,999,643.00	1,513,883.00	311.65%
Unassigned Fund Balance Appropriation				680,130.00	1,768,336.00	1,088,206.00	160.00%
Total Fund: 01 - GENERAL FUND:	**6,617,650.72**	**1,602,526.23**	**3,051,453.85**	**492,900.00**	**0.00**	**-492,900.00**	**-100.00%**
Fund: 80 - SANITATION FUND							
Revenue	1,737,772.97	2,201,924.28	1,215,133.68	2,583,066.00	2,547,807.00	-35,259.00	-1.37%
Expense	1,705,183.28	2,160,383.52	1,329,097.35	2,662,758.00	2,615,682.00	-47,076.00	-1.77%
Surplus/(Deficit) of Revenues to Expenditures	**32,589.69**	**41,540.76**	**-113,963.67**	**-79,692.00**	**-67,875.00**	**11,817.00**	**-14.83%**
Unassigned Fund Balance Appropriation				79,692.00	67,875.00	-11,817.00	-14.83%
Total Fund: 80 - SANITATION FUND:	**32,589.69**	**41,540.76**	**-113,963.67**	**0.00**	**0.00**	**0.00**	**0.00%**
Fund: 82 - SEWER FUND							
Revenue	14,257,419.88	11,281,319.56	4,493,837.40	15,451,882.00	5,953,119.00	-9,498,763.00	-61.47%
Expense	4,213,130.25	4,979,517.47	3,276,346.70	16,273,878.00	11,107,701.00	-5,166,177.00	-31.75%
Surplus/(Deficit) of Revenues to Expenditures	**10,044,289.63**	**6,049,478.04**	**1,217,490.70**	**-821,996.00**	**-5,154,582.00**	**-4,332,586.00**	**527.08%**
Major Facility Reserve Appropriation				113,491.00	3,044,582.00	2,931,091.00	2,582.66%
Project Assigned Appropriation		252,324.05	0.00	0.00	0.00	0.00	0.00%
Unassigned Fund Balance Appropriation				708,505.00	2,110,000.00	1,401,495.00	197.81%
Total Fund: 82 - SEWER FUND:	**10,044,289.63**	**6,301,802.09**	**1,217,490.70**	**0.00**	**0.00**	**0.00**	**0.00%**
Fund: 84 - WATER FUND							
Revenue	2,229,515.19	1,889,478.07	1,001,561.31	1,855,175.00	1,885,796.00	30,621.00	1.65%
Expense	1,375,854.95	1,802,770.83	1,001,227.27	4,258,992.00	4,993,478.00	734,486.00	17.25%
Surplus/(Deficit) of Revenues to Expenditures	**853,660.24**	**86,707.24**	**334.04**	**-2,403,817.00**	**-3,107,682.00**	**-703,865.00**	**29.28%**
Project Assigned		46,891.64	0.00	1,454,760.00	1,000,000.00	-454,760.00	-31.26%
Major Facility Reserve Appropriation				32,682.00	2,032,682.00	2,000,000.00	6,119.58%
Unassigned Fund Balance Appropriation				916,375.00	75,000.00	-841,375.00	-91.82%
Total Fund: 84 - WATER FUND:	**853,660.24**	**133,598.88**	**334.04**	**0.00**	**0.00**	**0.00**	**0.00%**
Fund: 86 - STORM WATER FUND							
Revenue	1,478,459.54	1,054,078.91	557,830.35	1,190,668.00	1,080,258.00	-110,410.00	-9.27%
Expense	663,858.29	677,300.02	525,644.25	2,756,047.00	3,391,023.00	634,976.00	23.04%
Surplus/(Deficit) of Revenues to Expenditures	**814,601.25**	**376,778.89**	**32,186.10**	**-1,565,379.00**	**-2,310,765.00**	**-745,386.00**	**47.62%**
Project Assigned Appropriation	0.00	65,011.10	0.00	1,395,264.00	959,818.00	-435,446.00	-31.21%
Unassigned Fund Balance Appropriation	0.00	0.00	0.00	170,115.00	1,350,947.00	1,180,832.00	694.14%
Total Fund: 86 - STORM WATER FUND:	**814,601.25**	**441,789.99**	**32,186.10**	**0.00**	**0.00**	**0.00**	**0.00%**

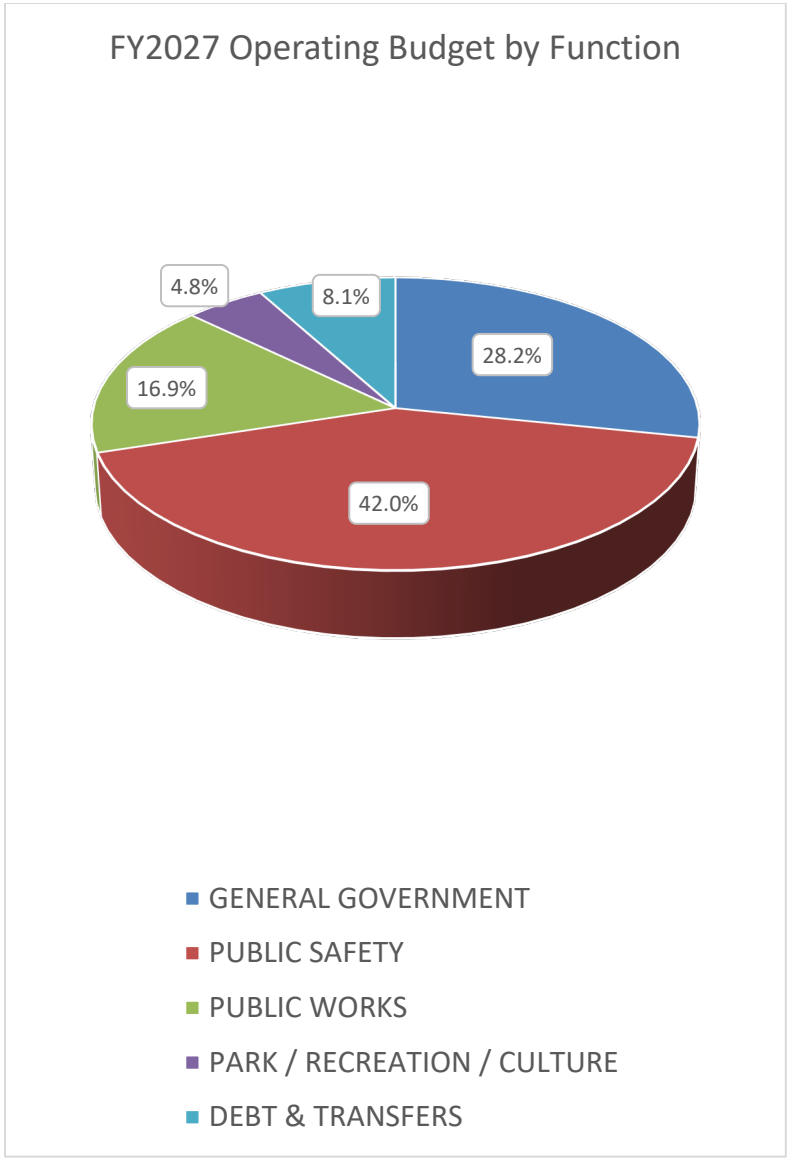
FY2027 General Fund Budget

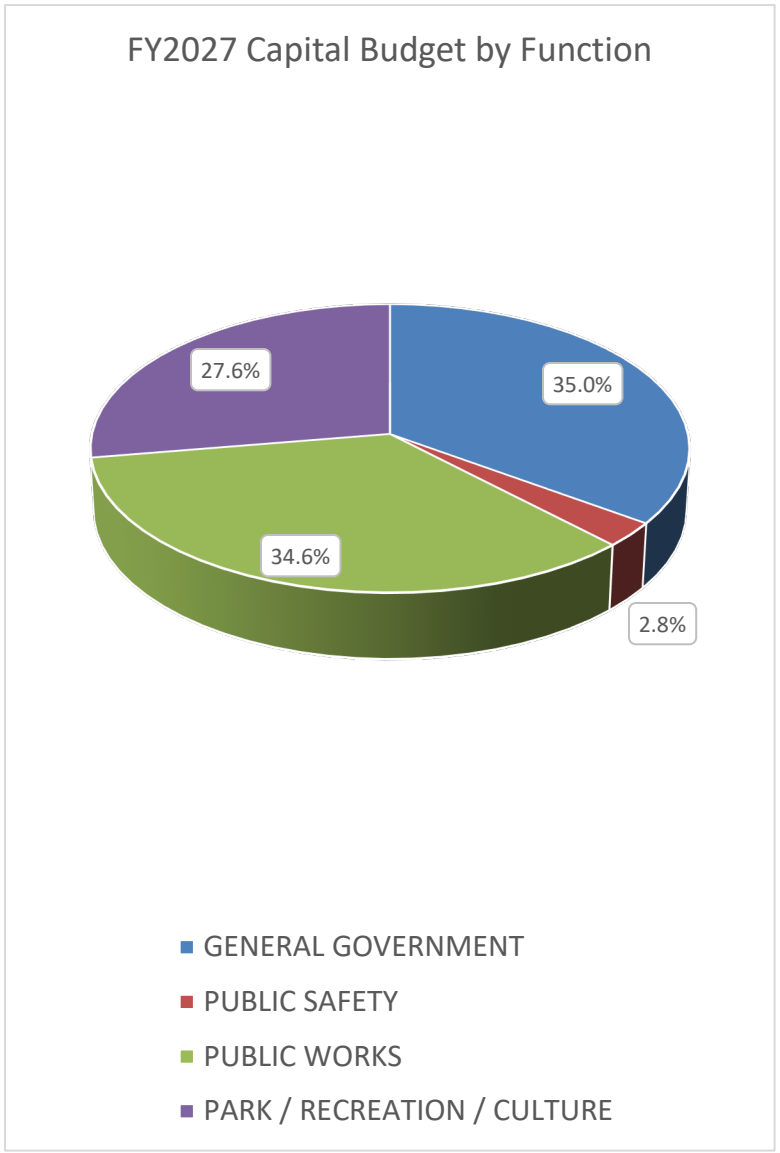
Town of La Plata

Department		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Revenue								
40 - LOCAL TAX REVENUE		9,416,873.45	9,846,444.30	10,454,401.95	10,957,422.00	11,496,202.00	538,780.00	4.92%
41 - LICENSES & PERMITS		410,782.50	475,953.00	163,742.34	302,700.00	209,900.00	-92,800.00	-30.66%
42 - INTERGOVERNMENTAL REVENUE		6,973,798.15	1,435,294.11	325,724.03	3,698,272.00	3,795,892.00	97,620.00	2.64%
46 - SERVICE CHARGES		958,485.63	1,012,972.01	391,257.83	409,000.00	357,328.00	-51,672.00	-12.63%
47 - FEES, FINES, FORFEITURES		17,612.25	284,540.70	349,836.80	193,000.00	259,600.00	66,600.00	34.51%
48 - MISCELLANEOUS REVENUES		1,773,027.81	1,699,955.99	1,196,412.85	804,454.00	792,418.00	-12,036.00	-1.50%
49 - OTHER FINANCING SOURCES		16,880,817.45	1,375,175.00	686,032.00	2,537,951.00	5,210,155.00	2,672,204.00	105.29%
	Total Revenue:	**36,431,397.24**	**16,130,335.11**	**13,567,407.80**	**18,902,799.00**	**22,121,495.00**	**3,218,696.00**	**17.03%**
Expense								
100 - LEGISLATIVE		432,125.49	355,688.02	296,242.56	486,925.00	451,800.00	-35,125.00	-7.21%
110 - ELECTIONS		0.00	11,104.24	-500.00	0.00	0.00	0.00	0.00%
120 - FINANCIAL ADMINISTRATION		898,991.48	1,034,113.03	749,344.88	1,089,825.00	1,171,851.00	82,026.00	7.53%
140 - HR/PERSONNEL		280,066.76	329,344.23	186,242.78	317,203.00	433,668.00	116,465.00	36.72%
150 - PLANNING-ZONING		425,618.59	408,300.73	435,658.14	920,964.00	1,227,196.00	306,232.00	33.25%
160 - ADMINISTRATION		3,053,456.69	1,779,414.37	1,698,599.65	1,984,526.00	1,887,753.00	-96,773.00	-4.88%
162 - INFORMATION TECHNOLOGY		229,111.27	334,688.69	246,618.54	345,895.00	615,707.00	269,812.00	78.00%
165 - GENERAL SERVICES		1,761,494.83	544,107.41	142,481.57	161,858.00	2,135,898.00	1,974,040.00	1,219.61%
200 - POLICE DEPARTMENT		5,021,475.06	4,643,830.33	3,389,554.53	5,096,157.00	6,050,056.00	953,899.00	18.72%
230 - INSPECTIONS & ENFORCEMENT		947,613.48	1,282,076.32	486,139.25	639,962.00	353,492.00	-286,470.00	-44.76%
240 - EMERGENCY PREPAREDNESS		5,931.25	15,111.03	12,950.02	9,180.00	13,804.00	4,624.00	50.37%
300 - PUBLIC WORKS ADMINISTRATION		663,830.71	604,230.85	372,941.59	765,994.00	707,371.00	-58,623.00	-7.65%
305 - ENGINEERING		0.00	0.00	0.00	0.00	211,260.00	211,260.00	0.00%
310 - FACILITIES MAINT & OPERATIONS		583,250.93	685,112.11	485,220.17	2,379,835.00	2,324,037.00	-55,798.00	-2.34%
315 - FLEET MAINTENANCE		182,580.85	64,486.64	62,223.05	183,389.00	152,172.00	-31,217.00	-17.02%
320 - STREETS & STORMWAYS		14,475,169.82	1,178,369.33	391,809.43	1,415,810.00	1,649,446.00	233,636.00	16.50%
400 - PARKS & RECREATION-GENERAL		547,447.56	952,084.11	365,873.42	2,254,812.00	2,347,200.00	92,388.00	4.10%
420 - COMMUNITY PROMOTION		305,581.75	305,747.44	214,115.39	357,564.00	388,784.00	31,220.00	8.73%
	Total Expense:	**29,813,746.52**	**14,527,808.88**	**9,535,514.97**	**18,259,899.00**	**22,121,495.00**	**3,711,596.00**	**20.16%**
	Report Total:	**6,617,650.72**	**1,602,526.23**	**4,031,892.83**	**492,900.00**	**0.00**	**-492,900.00**	**-100.00%**


FY2027 Revenue by Category
FUND BALANCE APPRORATION
OTHER FINANCING SOURCES
MISCELLANEOUS REVENUES
FEES, FINES, FORFEITURES
SERVICE CHARGES
INTERGOVERNMENTAL REVENUE
LICENSES & PERMITS
LOCAL TAX REVENUE
$0
$2,000,000
$4,000,000
$6,000,000
$8,000,000
$10,000,000
$12,000,000
$14,000,000
Series3


FY2027 Expenditure by Category
SALARY & BENEFITS
CONTRACTED SERVICES
SUPPLIES & MATERIALS
OTHER EXPENDITURES
CAPITAL OUTLAY
OTHER FINANCING USES
43.4%
13.4%
3.0%
5.7%
24.4%
10.1%


FY2027 Operating Budget by Function
4.8%
8.1%
28.2%
16.9%
42.0%
GENERAL GOVERNMENT
PUBLIC SAFETY
PUBLIC WORKS
PARK / RECREATION / CULTURE
DEBT & TRANSFERS


FY2027 Capital Budget by Function
27.6%
35.0%
34.6%
2.8%
GENERAL GOVERNMENT
PUBLIC SAFETY
PUBLIC WORKS
PARK / RECREATION / CULTURE

FY2027 General Fund Operating Budget Overview

Town of La Plata

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	
Revenue							
40 - LOCAL TAX REVENUE	9,416,873.45	9,846,444.30	10,454,401.95	10,957,422.00	11,496,202.00	538,780.00	4.92%
41 - LICENSES & PERMITS	410,782.50	475,953.00	163,742.34	302,700.00	209,900.00	-92,800.00	-30.66%
42 - INTERGOVERNMENTAL REVENUE	211,567.20	217,919.40	106,266.14	190,000.00	190,000.00	0.00	0.00%
46 - SERVICE CHARGES	958,485.63	1,012,972.01	391,257.83	409,000.00	357,328.00	-51,672.00	-12.63%
47 - FEES, FINES, FORFEITURES	17,612.25	284,540.70	349,836.80	193,000.00	259,600.00	66,600.00	34.51%
48 - MISCELLANEOUS REVENUES	1,773,027.81	1,699,955.99	1,196,412.85	804,454.00	792,418.00	-12,036.00	-1.50%
49 - OTHER FINANCING SOURCES	1,010,082.00	1,225,175.00	611,032.00	1,222,061.00	1,492,176.00	270,115.00	22.10%
Total Revenue:	**13,798,430.84**	**14,762,960.40**	**13,272,949.91**	**14,078,637.00**	**14,797,624.00**	**718,987.00**	**5.11%**
Expense							
100 - LEGISLATIVE	427,442.42	355,688.02	296,242.56	486,925.00	451,800.00	-35,125.00	-7.21%
110 - ELECTIONS	0.00	11,104.24	-500.00	0.00	0.00	0.00	0.00%
120 - FINANCIAL ADMINISTRATION	895,874.77	1,034,113.03	749,344.88	1,089,825.00	1,136,851.00	47,026.00	4.32%
140 - HR/PERSONNEL	280,066.76	329,344.23	186,242.78	317,203.00	373,668.00	56,465.00	17.80%
150 - PLANNING-ZONING	425,618.59	407,903.23	416,042.64	735,964.00	837,196.00	101,232.00	13.76%
160 - ADMINISTRATION	3,053,456.69	1,779,414.37	1,698,599.65	1,984,526.00	1,887,753.00	-96,773.00	-4.88%
162 - INFORMATION TECHNOLOGY	218,330.63	334,688.69	223,795.02	345,895.00	485,707.00	139,812.00	40.42%
165 - GENERAL SERVICES	146,879.18	179,880.62	142,481.57	407,188.00	202,719.00	-204,469.00	-50.21%
200 - POLICE DEPARTMENT	4,346,866.92	4,562,145.54	3,141,145.27	4,866,157.00	5,844,256.00	978,099.00	20.10%
230 - INSPECTIONS & ENFORCEMENT	947,063.49	1,242,945.32	486,139.25	639,962.00	353,492.00	-286,470.00	-44.76%
240 - EMERGENCY PREPAREDNESS	5,931.25	15,111.03	12,950.02	9,180.00	13,804.00	4,624.00	50.37%
300 - PUBLIC WORKS ADMINISTRATION	656,662.86	604,230.85	372,941.59	650,994.00	607,371.00	-43,623.00	-6.70%
305 - ENGINEERING	0.00	0.00	0.00	0.00	211,260.00	211,260.00	0.00%
310 - FACILITIES MAINT & OPERATIONS	427,774.77	520,089.40	393,639.33	434,010.00	680,037.00	246,027.00	56.69%
315 - FLEET MAINTENANCE	180,147.52	64,486.64	62,223.05	183,389.00	152,172.00	-31,217.00	-17.02%
320 - STREETS & STORMWAYS	554,585.59	576,000.93	313,777.30	797,988.00	853,154.00	55,166.00	6.91%
400 - PARKS & RECREATION-GENERAL	378,274.61	213,958.58	143,301.20	278,967.00	317,600.00	38,633.00	13.85%
420 - COMMUNITY PROMOTION	295,243.93	305,747.44	214,115.39	357,564.00	388,784.00	31,220.00	8.73%
Total Expense:	**13,240,219.98**	**12,536,852.16**	**8,852,481.50**	**13,585,737.00**	**14,797,624.00**	**1,211,887.00**	**8.92%**
Report Total:	**558,210.86**	**2,226,108.24**	**4,420,468.41**	**492,900.00**	**0.00**	**-492,900.00**	**-100.00%**

Legislative Services Department

Department Overview

The Legislative Services Department plays a central role in ensuring transparent, lawful, and effective governance for the Town. The Department supports the legislative functions of the Town Council by coordinating meetings, maintaining official records, and ensuring compliance with federal, state, and local regulations, including the Maryland Public Information Act (MPIA) and Open Meetings Act (OMA).

As a key point of connection between elected officials, staff, and the public, Legislative Services facilitates open communication and encourages public participation in local government. The Department also manages citizen boards, commissions, and committees, supporting civic engagement and providing residents with opportunities to contribute to policy development and community initiatives.

The Department advances the Town's strategic priorities in several ways. Under Good Governance, it ensures transparency and accountability through accessible public records, meeting documentation, and ethical oversight supported by the Ethics Commission. In support of Operational Excellence, the Department delivers responsive customer service, promotes staff development through professional training, and leverages technology platforms to improve efficiency and information sharing. Through its outreach and engagement efforts, Legislative Services also contributes to Community Identity by promoting awareness of Town initiatives and encouraging participation across diverse audiences. Additionally, the Department supports Public Service Readiness by actively recruiting and managing volunteers for boards and commissions.

FY2026 Performance Highlights

In FY2026, Legislative Services successfully supported several key initiatives and operational improvements. The Department conducted Town elections, including the inaugural use of electronic voting booths to enhance efficiency and accessibility. In collaboration with multiple departments, Legislative Services contributed to the development and adoption of the State's first Tourism Zones ordinance, supporting economic development efforts.

The Department also strengthened civic engagement by providing training for board and commission members, improving effectiveness and consistency across volunteer bodies. Workload indicators reflect increased activity, including a rise in MPIA requests, all of which were completed within required timeframes, and a higher volume of legislative actions, particularly resolutions.

The Department continues to address challenges related to increasing complexity and volume of public information requests, staff transitions, and ongoing recruitment and retention of volunteers for boards and community initiatives.

FY2027 Budget Overview

The FY2027 proposed budget for Legislative Services is $451,800, representing a decrease of $35,125 (7.21%) from FY2026. The reduction is primarily due to decreased fringe benefit costs.

Targeted increases include contracted services to support technology platforms such as website management, agenda and meeting management systems, and municipal code services, as well as enhancements to meet Website Content Accessibility Guidelines (WCAG) 2.2 compliance standards. Additional funding supports required public notices and operational needs.

Overall, the budget reflects a balanced approach that maintains core services, enhances compliance and accessibility, and supports continued modernization efforts.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 100 - LEGISLATIVE							
51 - SALARY & WAGES	$ 248,740	$ 202,505	$ 151,216	$ 271,330	$ 258,968	$ (12,362)	-4.56
52 - FRINGE BENEFITS	$ 87,852	$ 73,688	$ 60,815	$ 114,606	$ 76,887	$ (37,719)	-32.91
53 - CONTRACTED SERVICES	$ 45,256	$ 30,941	$ 57,689	$ 48,815	$ 65,531	$ 16,716	34.24
54 - SUPPLIES & MATERIALS	$ 1,495	$ 4,107	$ 1,186	$ 3,650	$ 2,000	$ (1,650)	-45.21
55 - OTHER EXPENDITURES	$ 44,100	$ 44,447	$ 25,336	$ 48,524	$ 48,414	$ (110)	-0.23
56 - CAPITAL OUTLAY	$ 4,683	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 432,125**	**$ 355,688**	**$ 296,243**	**$ 486,925**	**$ 451,800**	**$ (35,125)**	**-7.21**

FY2027 Priorities

In FY2027, Legislative Services will focus on:

- Finalizing and implementing a comprehensive records retention policy in coordination with the State Archivist
- Conducting the National Community Survey to assess resident priorities and increase community participation
- Enhancing staff professionalism through continued training and certification programs
- Ensuring compliance with WCAG 2.2 accessibility standards
- Strengthening recruitment and engagement for boards, commissions, and committees

Legislative Operating Budget Report

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 100 - LEGISLATIVE								
Category: 51 - SALARY & WAGES								
01-100-001-5100	SALARY - PT	78,691.94	79,338.14	49,950.00	81,000.00	81,000.00	0.00	0.00%
01-100-001-5102	SALARY - OT @ 1.0	52.89	32.44	27.06	0.00	0.00	0.00	0.00%
01-100-001-5103	SALARY - OT @ 1.5	1,219.57	447.61	7.32	0.00	0.00	0.00	0.00%
01-100-001-5110	REGULAR FT CIVILIAN SALARY	168,139.13	122,687.04	101,231.98	190,330.00	177,968.00	-12,362.00	-6.50%
01-100-001-5160	BONUSES	636.58	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**248,740.11**	**202,505.23**	**151,216.36**	**271,330.00**	**258,968.00**	**-12,362.00**	**-4.56%**
Category: 52 - FRINGE BENEFITS								
01-100-001-5205	DENTAL	1,273.92	994.24	416.46	1,380.00	510.00	-870.00	-63.04%
01-100-001-5215	HEALTH INSURANCE	40,274.05	28,196.74	14,937.70	54,820.00	19,150.00	-35,670.00	-65.07%
01-100-001-5220	LIFE INSURANCE W/H	1,660.33	1,070.16	863.44	2,162.00	2,060.00	-102.00	-4.72%
01-100-001-5230	WORKERS' COMPENSATION	458.00	509.33	400.25	510.00	330.00	-180.00	-35.29%
01-100-001-5245	MSRPS PENSION	25,354.54	27,515.44	32,785.00	34,954.00	35,007.00	53.00	0.15%
01-100-001-5260	F I C A / MEDICARE	18,830.66	15,401.98	11,412.34	20,780.00	19,830.00	-950.00	-4.57%
01-100-001-5270	EMPLOYEE - DRUG TESTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**87,851.50**	**73,687.89**	**60,815.19**	**114,606.00**	**76,887.00**	**-37,719.00**	**-32.91%**
Category: 53 - CONTRACTED SERVICES								
01-100-001-5300	ADS & NOTICES	440.00	77.00	1,105.60	750.00	1,760.00	1,010.00	134.67%
01-100-001-5302	FRAUDULENT CHARGES	0.09	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5325	LICENSES/USER FEES	22,549.55	10,768.05	11,146.08	25,965.00	38,935.00	12,970.00	49.95%
01-100-001-5345	PRINTING / REPRODUCTION SE	217.18	358.85	76.20	200.00	200.00	0.00	0.00%
01-100-001-5351	PROF SVCS-ATTORNEY	20,350.00	15,250.00	29,765.00	20,000.00	20,000.00	0.00	0.00%
01-100-001-5359	OTHER PROFESSIONAL SERVICE	323.38	2,480.82	0.00	400.00	400.00	0.00	0.00%
01-100-001-5383	TELEPHONE-WIRELESS-VOICE	1,195.52	1,765.96	1,967.14	1,200.00	3,936.00	2,736.00	228.00%
01-100-001-5399	OTHER CONTRACTED SERVICES	180.00	240.49	13,629.00	300.00	300.00	0.00	0.00%
01-100-004-5359	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**45,255.72**	**30,941.17**	**57,689.02**	**48,815.00**	**65,531.00**	**16,716.00**	**34.24%**
Category: 54 - SUPPLIES & MATERIALS								
01-100-001-5420	OFFICE SUPPLIES	1,064.07	276.45	511.60	500.00	500.00	0.00	0.00%
01-100-001-5451	SM CAP - A/V EQUIPMENT	0.00	0.00	379.96	1,070.00	800.00	-270.00	-25.23%
01-100-001-5454	SM CAP - COMPUTER HARDWA	0.00	2,749.95	0.00	1,780.00	200.00	-1,580.00	-88.76%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-100-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	278.16	0.00	0.00	200.00	200.00	0.00%
01-100-001-5499	SUPPLIES - OTHER	431.19	802.15	294.12	300.00	300.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**1,495.26**	**4,106.71**	**1,185.68**	**3,650.00**	**2,000.00**	**-1,650.00**	**-45.21%**
Category: 55 - OTHER EXPENDITURES								
01-100-001-5510	DUES/MEMBERSHIPS	19,288.01	17,415.64	17,694.10	16,265.00	16,100.00	-165.00	-1.01%
01-100-001-5525	HOSPITALITY/REFRESHMENTS/	624.59	460.09	0.00	1,000.00	500.00	-500.00	-50.00%
01-100-001-5560	REFERENCE MATERIALS-BOOKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5570	INCIDENTALS-PARKING, TOLLS,	636.50	353.26	0.00	310.00	200.00	-110.00	-35.48%
01-100-001-5571	LODGING	7,347.19	7,350.59	2,491.07	10,359.00	11,347.00	988.00	9.54%
01-100-001-5572	MEALS	1,844.10	790.12	282.00	4,014.00	5,651.00	1,637.00	40.78%
01-100-001-5573	MILEAGE-LOCAL	3,372.56	2,070.58	911.40	3,636.00	3,521.00	-115.00	-3.16%
01-100-001-5574	REGISTRATION	10,727.84	15,826.74	3,957.74	12,715.00	10,870.00	-1,845.00	-14.51%
01-100-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	259.04	180.00	0.00	225.00	225.00	0.00	0.00%
01-100-001-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**44,099.83**	**44,447.02**	**25,336.31**	**48,524.00**	**48,414.00**	**-110.00**	**-0.23%**
Total Department: 100 - LEGISLATIVE:		**427,442.42**	**355,688.02**	**296,242.56**	**486,925.00**	**451,800.00**	**-35,125.00**	**-7.21%**
Report Total:		**427,442.42**	**355,688.02**	**296,242.56**	**486,925.00**	**451,800.00**	**-35,125.00**	**-7.21%**

Elections Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 110 - ELECTIONS								
Category: 53 - CONTRACTED SERVICES								
01-110-001-5399	OTHER CONTRACTED SERVICES	0.00	10,350.00	-500.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**10,350.00**	**-500.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-110-001-5499	SUPPLIES - OTHER	0.00	754.24	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**754.24**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Department: 110 - ELECTIONS:		**0.00**	**11,104.24**	**-500.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:		**0.00**	**11,104.24**	**-500.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Finance Department

Department Overview

The Finance Department is responsible for maintaining the Town's financial integrity through sound fiscal management, transparent reporting, and efficient service delivery. Core functions include utility billing, payment processing, accounting, procurement, budget development, and compliance with Town Code as well as applicable federal and state regulations. The Department also serves as a central resource for financial operations, supporting both internal departments and the community.

The Department plays a key role in advancing the Town's strategic priorities. In support of Good Governance, Finance ensures accountability through accurate financial reporting, adherence to regulatory requirements, and the development of high-quality budget documents. Under Operational Excellence, the Department maintains strong internal controls, enhances efficiency through process improvements and automation, and provides departments with tools to effectively manage their budgets and financial activities. Through Economic Prosperity, Finance supports long-term financial planning and responsible fiscal policies that sustain essential services and infrastructure. Additionally, the Department promotes Public Service Readiness by carefully monitoring and managing financial resources to ensure the Town is prepared to meet operational and capital needs.

The Department continues to demonstrate strong performance and stewardship. The Town received the Government Finance Officers Association Distinguished Budget Presentation Award for the seventh time for the FY2026 budget, including special recognition for long-range financial planning. The FY2025 annual audit was completed with no material misstatements or findings, reflecting the strength of the Town's financial controls. Operational improvements included centralizing procurement functions within Finance to enhance compliance and implementing accounts payable automation to improve efficiency in processing approximately 4,470 invoices annually.

Demand for Finance services continues to grow. Utility billing volume has increased steadily, while online payments have risen significantly, reflecting a strong preference for digital services. However, current processes remain heavily reliant on manual and paper-based processes, resulting in higher administrative costs, limited payment options, and inefficiencies for both residents and staff.

FY2027 Budget Overview

The FY2027 proposed budget for the Finance Department is $1,171,851, representing an increase of $82,026 (7.53%) over FY2026. This increase primarily reflects investments in technology to improve efficiency, financial planning, and customer service.

A key initiative included in the budget is the implementation of a comprehensive budgeting platform. This system will enhance departmental budget preparation, strengthen capital

improvement planning, expand forecasting capabilities, and provide an interactive, public-facing budget tool to improve transparency and community engagement.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 120 - FINANCIAL ADMINISTRATION							
51 - SALARY & WAGES	$ 572,428	$ 635,904	$ 415,831	$ 657,723	$ 675,257	$ 17,534	2.67
52 - FRINGE BENEFITS	$ 194,934	$ 238,457	$ 195,575	$ 263,437	$ 259,181	$ (4,256)	-1.62
53 - CONTRACTED SERVICES	$ 123,108	$ 150,759	$ 133,741	$ 149,385	$ 186,298	$ 36,913	24.71
54 - SUPPLIES & MATERIALS	$ 2,018	$ 1,599	$ 550	$ 6,000	$ 3,000	$ (3,000)	-50.00
55 - OTHER EXPENDITURES	$ 3,387	$ 7,394	$ 3,648	$ 13,280	$ 13,115	$ (165)	-1.24
56 - CAPITAL OUTLAY	$ 3,117	$ -	$ -	$ -	$ 35,000	$ 35,000	0.00
Department Total	**$ 898,991**	**$ 1,034,113**	**$ 749,345**	**$ 1,089,825**	**$ 1,171,851**	**$ 82,026**	**7.53**

FY2027 Priorities

In FY2027, the Finance Department will focus on two major initiatives aimed at improving operations and service delivery:

- **Implementation of a Comprehensive Budgeting Platform** to enhance collaboration, improve long-range financial planning, and increase transparency through a public budget interface.
- **Implementation of a Modern Payment Platform** to consolidate billing and invoicing, expand online payment options, improve customer convenience, reduce reliance on manual processes, and lower administrative costs.

These priorities support the Town's commitment to good governance, operational efficiency, and high-quality service for residents and businesses.

Financial Administration Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 120 - FINANCIAL ADMINISTRATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-120-001-5100	SALARY - PT	0.00	1,858.38	12,037.75	0.00	28,942.00	28,942.00	0.00%
01-120-001-5103	SALARY - OT @ 1.5	37.16	484.34	0.00	0.00	0.00	0.00	0.00%
01-120-001-5110	REGULAR FT CIVILIAN SALARY	571,476.74	633,561.62	403,793.14	657,723.00	646,315.00	-11,408.00	-1.73%
01-120-001-5160	BONUSES	913.78	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**572,427.68**	**635,904.34**	**415,830.89**	**657,723.00**	**675,257.00**	**17,534.00**	**2.67%**
Category: 52 - FRINGE BENEFITS								
01-120-001-5205	DENTAL	2,532.51	2,902.43	1,779.45	2,990.00	2,550.00	-440.00	-14.72%
01-120-001-5215	HEALTH INSURANCE	73,804.50	91,134.84	63,480.64	100,810.00	89,640.00	-11,170.00	-11.08%
01-120-001-5220	LIFE INSURANCE W/H	4,517.05	5,031.36	3,254.26	5,300.00	7,790.00	2,490.00	46.98%
01-120-001-5230	WORKERS' COMPENSATION	1,165.00	1,248.39	954.62	1,220.00	860.00	-360.00	-29.51%
01-120-001-5240	ICMA	14,612.06	15,703.02	10,026.26	15,425.00	16,016.00	591.00	3.83%
01-120-001-5245	MSRPS PENSION	55,195.87	74,606.74	85,038.00	87,342.00	90,865.00	3,523.00	4.03%
01-120-001-5260	F I C A / MEDICARE	43,107.08	47,829.87	31,041.39	50,350.00	51,460.00	1,110.00	2.20%
	Total Category: 52 - FRINGE BENEFITS:	**194,934.07**	**238,456.65**	**195,574.62**	**263,437.00**	**259,181.00**	**-4,256.00**	**-1.62%**
Category: 53 - CONTRACTED SERVICES								
01-120-001-5300	ADS & NOTICES	365.75	497.75	712.25	600.00	1,000.00	400.00	66.67%
01-120-001-5301	BANK CHARGES	756.17	306.35	421.45	300.00	1,563.00	1,263.00	421.00%
01-120-001-5325	LICENSES/USER FEES	25,382.58	55,150.36	48,283.22	53,352.00	88,350.00	34,998.00	65.60%
01-120-001-5340	POSTAGE / DELIVERY	0.00	0.00	0.00	300.00	300.00	0.00	0.00%
01-120-001-5345	PRINTING / REPRODUCTION SE	116.09	0.00	0.00	300.00	300.00	0.00	0.00%
01-120-001-5351	PROF SVCS-ATTORNEY	900.00	1,350.00	925.00	4,500.00	4,500.00	0.00	0.00%
01-120-001-5352	PROF SVCS-AUDITOR	78,920.20	90,037.27	82,143.60	86,984.00	87,000.00	16.00	0.02%
01-120-001-5360	RENTS	0.00	0.00	216.56	0.00	0.00	0.00	0.00%
01-120-001-5383	TELEPHONE-WIRELESS-VOICE	379.50	586.02	436.08	400.00	636.00	236.00	59.00%
01-120-001-5399	OTHER CONTRACTED SERVICES	387.80	956.10	603.27	2,649.00	2,649.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**107,208.09**	**148,883.85**	**133,741.43**	**149,385.00**	**186,298.00**	**36,913.00**	**24.71%**
Category: 54 - SUPPLIES & MATERIALS								
01-120-001-5420	OFFICE SUPPLIES	2,018.23	1,269.45	513.55	3,000.00	3,000.00	0.00	0.00%
01-120-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	35.98	3,000.00	0.00	-3,000.00	-100.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-120-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	329.98	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**2,018.23**	**1,599.43**	**549.53**	**6,000.00**	**3,000.00**	**-3,000.00**	**-50.00%**
Category: 55 - OTHER EXPENDITURES								
01-120-001-5502	CASH OVER/SHORT	-27.81	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5510	DUES/MEMBERSHIPS	1,005.00	1,542.50	657.50	680.00	1,255.00	575.00	84.56%
01-120-001-5525	HOSPITALITY/REFRESHMENTS/	435.44	859.96	684.34	880.00	880.00	0.00	0.00%
01-120-001-5560	REFERENCE MATERIALS-BOOKS	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-120-001-5570	INCIDENTALS-PARKING, TOLLS,	0.00	0.00	23.00	40.00	40.00	0.00	0.00%
01-120-001-5571	LODGING	0.00	0.00	0.00	1,440.00	2,160.00	720.00	50.00%
01-120-001-5572	MEALS	0.00	0.00	0.00	640.00	880.00	240.00	37.50%
01-120-001-5573	MILEAGE-LOCAL	71.82	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5574	REGISTRATION	1,794.50	4,896.50	1,749.00	6,900.00	4,400.00	-2,500.00	-36.23%
01-120-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	517.85	1,200.00	2,000.00	800.00	66.67%
01-120-001-5599	MISCELLANEOUS OTHER	107.75	94.80	16.72	500.00	500.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**3,386.70**	**7,393.76**	**3,648.41**	**13,280.00**	**13,115.00**	**-165.00**	**-1.24%**
	Total Activity: 001 - General Operations:	**879,974.77**	**1,032,238.03**	**749,344.88**	**1,089,825.00**	**1,136,851.00**	**47,026.00**	**4.32%**
Activity: 026 - AMERICAN RESCUE PLAN ACT								
Category: 53 - CONTRACTED SERVICES								
01-120-026-5359	OTHER PROFESSIONAL SERVICE	15,900.00	1,875.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**15,900.00**	**1,875.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 026 - AMERICAN RESCUE PLAN ACT:	**15,900.00**	**1,875.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 120 - FINANCIAL ADMINISTRATION:	**895,874.77**	**1,034,113.03**	**749,344.88**	**1,089,825.00**	**1,136,851.00**	**47,026.00**	**4.32%**
	Report Total:	**895,874.77**	**1,034,113.03**	**749,344.88**	**1,089,825.00**	**1,136,851.00**	**47,026.00**	**4.32%**

Human Resources Department

Department Overview

The Human Resources (HR) Department supports the organization by attracting, developing, and retaining a high-performing workforce through fair, consistent, and legally compliant employment practices. The Department provides comprehensive, end-to-end services including recruitment and onboarding, employee relations, performance management, compensation and benefits administration, policy development, training and professional development, and management of HR systems and records.

HR serves as a strategic partner to leadership and staff by delivering practical, responsive support that reduces organizational risk, strengthens workplace culture, and ensures employees have clear guidance and reliable resources. Through these efforts, the Department helps maintain a productive and engaged workforce capable of delivering high-quality public services.

The Department plays a key role in advancing the Town's strategic priorities. It supports Good Governance by ensuring consistent application of policies, maintaining legal compliance, and promoting fair and well-documented employment practices. Under Operational Excellence, HR strengthens recruitment and retention, enhances performance accountability, and leverages data and technology to improve processes and decision-making. The Department also contributes to Long-Term Economic Prosperity by positioning the Town as an employer of choice, with competitive compensation, clear career pathways, and a workplace environment that attracts and retains talent necessary to sustain municipal operations and support the broader community.

FY2026 Performance Highlights

In FY2026, the Human Resources Department made significant progress in modernizing HR practices and enhancing employee support. A new employee handbook was developed to provide clear, updated guidance, and a centralized forms and document library was implemented to improve accessibility for staff. The Department also expanded employee benefits communication through an updated Benefits Guide and hosted a Health Fair in collaboration with benefit providers and local partners to promote employee wellness.

Additional enhancements included the introduction of long-term care benefits and continued efforts to improve employee engagement and access to resources. The Department also worked closely with other departments to manage workforce costs, contributing to a reduction in overtime expenditures year over year.

Key performance indicators demonstrate strong organizational stability, with employee turnover consistently remaining below public sector benchmarks. These outcomes reflect the Department's effectiveness in recruitment, retention, and workforce management.

The Department also continues to navigate broader workforce challenges, including increased instances of candidates failing to attend or complete the recruitment process, a trend impacting both public and private sector hiring efforts.

FY2027 Budget Overview

The FY2027 proposed budget for the Human Resources Department includes targeted adjustments to align resources with utilization and organizational needs. A reduction in gym membership reimbursement reflects low participation levels, while funding is requested for a comprehensive compensation study to ensure the Town remains competitive in the labor market. Compensation studies are conducted every three to five years and support the Town Council's direction to maintain salaries at or above market levels.

Additional budget considerations include professional development and training opportunities, such as attendance at industry conferences, and updated projections for employee health-related costs based on historical trends and anticipated staffing changes. Overall, the budget reflects a balanced approach that prioritizes workforce investment while maintaining fiscal responsibility.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 140 - HR/PERSONNEL							
51 - SALARY & WAGES	$ 122,793	$ 127,418	$ 84,721	$ 130,340	$ 193,250	$ 62,910	48.27
52 - FRINGE BENEFITS	$ 58,380	$ 56,646	$ 50,075	$ 83,324	$ 83,981	$ 657	0.79
53 - CONTRACTED SERVICES	$ 87,662	$ 132,654	$ 40,144	$ 71,985	$ 68,320	$ (3,665)	-5.09
54 - SUPPLIES & MATERIALS	$ 2,281	$ 1,423	$ 241	$ -	$ 250	$ 250	0.00
55 - OTHER EXPENDITURES	$ 8,950	$ 11,203	$ 11,061	$ 31,554	$ 27,867	$ (3,687)	-11.68
56 - CAPITAL OUTLAY	$ -	$ -	$ -	$ -	$ 60,000	$ 60,000	0.00
Department Total	**$ 280,067**	**$ 329,344**	**$ 186,243**	**$ 317,203**	**$ 433,668**	**$ 116,465**	**36.72**

FY2027 Priorities

In FY2027, the Human Resources Department will focus on strengthening workforce effectiveness, managing benefit costs, and enhancing organizational processes. Key priorities include:

- Educating employees and leadership on informed healthcare utilization to help manage long-term benefit costs
- Developing and implementing a formal performance evaluation program to strengthen accountability and employee development
- Expanding HR's role in supporting recruitment processes, including partnership with the Police Department to improve efficiency and allow sworn personnel to focus on core responsibilities
- Continuing to enhance HR systems, policies, and employee resources to improve service delivery and organizational effectiveness

Through these initiatives, the Human Resources Department will continue to support a strong, capable workforce and ensure the Town remains well-positioned to deliver high-quality services to the community.

Human Resources Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 140 - HR/PERSONNEL								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-140-001-5110	REGULAR FT CIVILIAN SALARY	122,385.24	127,418.43	84,721.05	130,340.00	136,250.00	5,910.00	4.53%
01-140-001-5160	BONUSES	407.47	0.00	0.00	0.00	0.00	0.00	0.00%
01-140-001-5172	LEAVE SELL BACK - ANNUAL	0.00	0.00	0.00	0.00	57,000.00	57,000.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**122,792.71**	**127,418.43**	**84,721.05**	**130,340.00**	**193,250.00**	**62,910.00**	**48.27%**
Category: 52 - FRINGE BENEFITS								
01-140-001-5205	DENTAL	424.64	458.88	302.88	460.00	510.00	50.00	10.87%
01-140-001-5215	HEALTH INSURANCE	9,186.99	11,648.42	12,449.55	9,470.00	10,270.00	800.00	8.45%
01-140-001-5220	LIFE INSURANCE W/H	895.86	976.80	553.28	850.00	1,580.00	730.00	85.88%
01-140-001-5230	WORKERS' COMPENSATION	204.00	233.80	190.12	240.00	170.00	-70.00	-29.17%
01-140-001-5245	MSRPS PENSION	13,365.64	14,648.89	16,852.00	17,309.00	18,421.00	1,112.00	6.42%
01-140-001-5260	F I C A / MEDICARE	9,315.05	9,617.10	6,414.22	9,980.00	10,430.00	450.00	4.51%
01-140-001-5270	EMPLOYEE - DRUG TESTING	1,091.20	1,543.00	1,120.00	840.00	1,400.00	560.00	66.67%
01-140-001-5280	EMPLOYEE - HEALTH EXAMS	3,430.00	10,054.00	9,735.00	12,675.00	9,700.00	-2,975.00	-23.47%
01-140-001-5285	TUITION REIMBURSEMENT	20,466.67	7,465.41	2,458.33	31,500.00	31,500.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**58,380.05**	**56,646.30**	**50,075.38**	**83,324.00**	**83,981.00**	**657.00**	**0.79%**
Category: 53 - CONTRACTED SERVICES								
01-140-001-5300	ADS & NOTICES	0.00	50.00	0.00	500.00	500.00	0.00	0.00%
01-140-001-5325	LICENSES/USER FEES	2,762.75	4,045.90	962.87	1,465.00	800.00	-665.00	-45.39%
01-140-001-5351	PROF SVCS-ATTORNEY	750.00	14,394.56	725.00	5,000.00	5,000.00	0.00	0.00%
01-140-001-5359	OTHER PROFESSIONAL SERVICE	84,149.72	114,163.82	38,456.44	65,020.00	62,020.00	-3,000.00	-4.61%
	Total Category: 53 - CONTRACTED SERVICES:	**87,662.47**	**132,654.28**	**40,144.31**	**71,985.00**	**68,320.00**	**-3,665.00**	**-5.09%**
Category: 54 - SUPPLIES & MATERIALS								
01-140-001-5499	SUPPLIES - OTHER	2,281.30	1,422.64	240.62	0.00	250.00	250.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**2,281.30**	**1,422.64**	**240.62**	**0.00**	**250.00**	**250.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-140-001-5510	DUES/MEMBERSHIPS	0.00	1,209.00	714.00	18,974.00	10,998.00	-7,976.00	-42.04%
01-140-001-5525	HOSPITALITY/REFRESHMENTS/	4,862.99	6,630.20	10,045.93	10,000.00	10,725.00	725.00	7.25%
01-140-001-5570	INCIDENTALS-PARKING, TOLLS,	197.00	0.00	0.00	0.00	75.00	75.00	0.00%
01-140-001-5571	LODGING	981.00	846.14	352.98	1,100.00	1,800.00	700.00	63.64%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-140-001-5572	MEALS	184.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-140-001-5573	MILEAGE-LOCAL	208.29	0.00	0.00	250.00	224.00	-26.00	-10.40%
01-140-001-5574	REGISTRATION	2,069.00	2,517.24	-51.49	1,230.00	3,545.00	2,315.00	188.21%
01-140-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	447.95	0.00	0.00	0.00	500.00	500.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**8,950.23**	**11,202.58**	**11,061.42**	**31,554.00**	**27,867.00**	**-3,687.00**	**-11.68%**
	Total Activity: 001 - General Operations:	**280,066.76**	**329,344.23**	**186,242.78**	**317,203.00**	**373,668.00**	**56,465.00**	**17.80%**
	Total Department: 140 - HR/PERSONNEL:	**280,066.76**	**329,344.23**	**186,242.78**	**317,203.00**	**373,668.00**	**56,465.00**	**17.80%**
	Report Total:	**280,066.76**	**329,344.23**	**186,242.78**	**317,203.00**	**373,668.00**	**56,465.00**	**17.80%**

Planning Department

Department Overview

The Planning Department plays a central role in guiding the Town's growth and development to ensure La Plata remains a vibrant, safe, and welcoming community. The Department is responsible for land use planning, zoning administration, and implementation of the Town's Comprehensive Plan, ensuring that development aligns with the community's long-term vision while preserving the Town's natural, historic, and cultural resources.

Through collaboration with residents, businesses, developers, and regional partners, the Department supports thoughtful, sustainable growth while providing reliable and responsive customer service. Core functions include development review, historic preservation, infrastructure coordination, and long-range planning to ensure the Town's capacity can support future growth.

The Planning Department directly advances the Town's strategic priorities. It supports Good Governance through consistent application of planning policies and transparent decision-making, Economic Prosperity by facilitating responsible development and investment, and Community Identity by preserving the Town's unique character. The Department also contributes to Operational Excellence through efficient development review processes and coordination across multiple boards and commissions, and to Public Service Readiness by ensuring infrastructure and planning efforts are aligned with future community needs.

FY2026 Performance Highlights

In FY2026, the Planning Department achieved several significant milestones that supported both growth and preservation within the Town. The Planning Commission approved major development projects, including large residential subdivisions that will contribute to the Town's future housing capacity. The Department also advanced key policy initiatives, including drafting the Adequate Public Facilities Ordinance (APFO), which will strengthen the Town's ability to manage growth responsibly.

Additional accomplishments included approval of major community assets such as the new Charles County Library, development of a five-year Historic Preservation Work Plan, and multiple Design Review Board approvals for new construction and redevelopment projects. These efforts ensured that development aligns with the Town's Comprehensive Plan and maintains high standards for design and community character.

Despite staffing vacancies during much of the year, the Department maintained service levels and is now fully staffed. To manage continued high development activity and support multiple boards and commissions, the Department strategically utilized contracted professional services for plan review, traffic engineering, and large project support, ensuring timely and high-quality outcomes.

FY2027 Budget Overview

The FY2027 proposed budget for the Planning Department is $1,227,196, representing an increase of $306,232 (33.25%) over FY2026. This increase reflects both ongoing operational needs and targeted investments in planning, infrastructure analysis, and community development initiatives.

Key capital and program investments include:

- **Land-Use Fiscal Analysis** to evaluate the long-term financial impacts of development patterns and support data-driven policy decisions
- **Neighborhood Traffic Calming Program** to address speeding and improve safety through design and installation of traffic calming measures
- **Southwest Access Management and Safety Improvements** to enhance traffic operations and safety along the US 301 corridor in coordination with state partners

Additional funding supports economic development and preservation initiatives, including the Tourism Zone small business incentive program, the Legacy Business Program, and Historic Preservation Commission initiatives such as an oral history program and Maryland 250 programming.

These investments align with the Town's strategic goals and are largely supported through a combination of grants and fund balance, with minimal anticipated impact on the operating budget.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 150 - PLANNING-ZONING							
51 - SALARY & WAGES	$ 213,260	$ 157,789	$ 169,171	$ 328,307	$ 354,173	$ 25,866	7.88
52 - FRINGE BENEFITS	$ 60,923	$ 57,875	$ 57,293	$ 144,323	$ 121,761	$ (22,562)	-15.63
53 - CONTRACTED SERVICES	$ 145,560	$ 188,408	$ 187,869	$ 245,733	$ 321,941	$ 76,208	31.01
54 - SUPPLIES & MATERIALS	$ 1,930	$ 991	$ 1,086	$ 3,500	$ 2,500	$ (1,000)	-28.57
55 - OTHER EXPENDITURES	$ 3,946	$ 2,840	$ 623	$ 14,101	$ 36,821	$ 22,720	161.12
56 - CAPITAL OUTLAY	$ -	$ 398	$ 19,616	$ 185,000	$ 390,000	$ 205,000	110.81
Department Total	**$ 425,619**	**$ 408,301**	**$ 435,658**	**$ 920,964**	**$ 1,227,196**	**$ 306,232**	**33.25**

FY2027 Priorities

In FY2027, the Planning Department will focus on advancing key planning initiatives and improving service delivery. Priorities include:

- Continuing implementation of the Historic Preservation Work Plan to strengthen preservation efforts and support economic development
- Advancing long-range planning and policy initiatives, including analysis of land use and infrastructure capacity
- Enhancing development review processes to improve efficiency and responsiveness
- Supporting safe and sustainable growth through transportation and infrastructure planning initiatives

- Leveraging partnerships and external funding opportunities to support Town projects

Through these efforts, the Planning Department will continue to guide responsible growth, preserve community character, and support a strong and sustainable future for the Town of La Plata.

Planning & Zoning Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 150 - PLANNING-ZONING								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-150-001-5100	SALARY - PT	0.00	0.00	11,391.30	0.00	0.00	0.00	0.00%
01-150-001-5102	SALARY - OT @ 1.0	296.98	559.02	176.09	0.00	0.00	0.00	0.00%
01-150-001-5103	SALARY - OT @ 1.5	2,134.67	1,023.37	384.64	1,000.00	1,080.00	80.00	8.00%
01-150-001-5110	REGULAR FT CIVILIAN SALARY	207,434.68	153,806.30	154,818.89	324,307.00	350,093.00	25,786.00	7.95%
01-150-001-5150	STIPENDS	3,000.00	2,400.00	2,400.00	3,000.00	3,000.00	0.00	0.00%
01-150-001-5160	BONUSES	393.28	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**213,259.61**	**157,788.69**	**169,170.92**	**328,307.00**	**354,173.00**	**25,866.00**	**7.88%**
Category: 52 - FRINGE BENEFITS								
01-150-001-5205	DENTAL	1,053.62	808.79	719.34	1,610.00	2,040.00	430.00	26.71%
01-150-001-5215	HEALTH INSURANCE	20,370.88	19,171.96	15,854.80	73,670.00	41,080.00	-32,590.00	-44.24%
01-150-001-5220	LIFE INSURANCE W/H	1,588.64	1,207.47	1,501.84	3,360.00	4,060.00	700.00	20.83%
01-150-001-5230	WORKERS' COMPENSATION	469.00	583.52	476.29	610.00	440.00	-170.00	-27.87%
01-150-001-5245	MSRPS PENSION	21,603.54	24,473.14	26,123.00	40,243.00	47,331.00	7,088.00	17.61%
01-150-001-5260	F I C A / MEDICARE	15,836.86	11,630.13	12,617.95	24,830.00	26,810.00	1,980.00	7.97%
	Total Category: 52 - FRINGE BENEFITS:	**60,922.54**	**57,875.01**	**57,293.22**	**144,323.00**	**121,761.00**	**-22,562.00**	**-15.63%**
Category: 53 - CONTRACTED SERVICES								
01-150-001-5300	ADS & NOTICES	132.00	0.00	313.50	0.00	1,100.00	1,100.00	0.00%
01-150-001-5316	INSURANCE - VEHICLE	723.07	726.30	0.00	748.00	0.00	-748.00	-100.00%
01-150-001-5325	LICENSES/USER FEES	20,313.96	5,278.13	10,447.68	19,725.00	23,153.00	3,428.00	17.38%
01-150-001-5340	POSTAGE / DELIVERY-GEN	348.00	150.00	141.00	500.00	500.00	0.00	0.00%
01-150-001-5345	PRINTING / REPRODUCTION SE	0.00	91.77	80.34	0.00	0.00	0.00	0.00%
01-150-001-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	29,673.48	104,088.33	3,000.00	255,428.00	252,428.00	8,414.27%
01-150-001-5351	PROF SVCS-ATTORNEY	9,100.00	5,100.00	4,150.00	5,000.00	5,000.00	0.00	0.00%
01-150-001-5356	PROF SVCS-IT SUPPORT	27,169.73	15,073.69	8,361.06	23,400.00	23,400.00	0.00	0.00%
01-150-001-5359	OTHER PROFESSIONAL SERVICE	77,945.51	88,202.39	48,289.68	90,000.00	0.00	-90,000.00	-100.00%
01-150-001-5382	TELEPHONE-WIRELESS-DATA/V	0.00	136.84	355.85	0.00	0.00	0.00	0.00%
01-150-001-5383	TELEPHONE-WIRELESS-VOICE	445.50	499.95	452.79	360.00	360.00	0.00	0.00%
01-150-001-5399	OTHER CONTRACTED SERVICES	2,625.00	42,058.69	10,180.00	5,000.00	5,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**138,802.77**	**186,991.24**	**186,860.23**	**147,733.00**	**313,941.00**	**166,208.00**	**112.51%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-150-001-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-150-001-5420	OFFICE SUPPLIES	1,322.69	324.33	400.53	2,000.00	1,000.00	-1,000.00	-50.00%
01-150-001-5445	UNIFORMS/SHOES/BOOTS	0.00	0.00	15.85	0.00	0.00	0.00	0.00%
01-150-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	442.44	658.27	500.00	500.00	0.00	0.00%
01-150-001-5499	SUPPLIES - OTHER	607.78	224.49	11.19	1,000.00	1,000.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**1,930.47**	**991.26**	**1,085.84**	**3,500.00**	**2,500.00**	**-1,000.00**	**-28.57%**
Category: 55 - OTHER EXPENDITURES								
01-150-001-5510	DUES/MEMBERSHIPS	919.74	654.79	101.00	2,100.00	2,100.00	0.00	0.00%
01-150-001-5525	HOSPITALITY/REFRESHMENTS/	97.62	0.00	202.41	300.00	400.00	100.00	33.33%
01-150-001-5560	REFERENCE MATERIALS-BOOKS	90.80	1,609.93	0.00	2,000.00	2,000.00	0.00	0.00%
01-150-001-5570	INCIDENTIALS-PARKING, TOLLS	26.00	0.00	0.00	45.00	45.00	0.00	0.00%
01-150-001-5571	LODGING	737.00	575.08	0.00	2,583.00	2,583.00	0.00	0.00%
01-150-001-5572	MEALS	175.00	0.00	0.00	675.00	675.00	0.00	0.00%
01-150-001-5573	MILEAGE-LOCAL	220.97	0.00	0.00	298.00	298.00	0.00	0.00%
01-150-001-5574	REGISTRATION	1,679.11	0.00	25.00	3,700.00	3,700.00	0.00	0.00%
01-150-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	0.00	1,400.00	1,400.00	0.00	0.00%
01-150-001-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**3,946.24**	**2,839.80**	**328.41**	**14,101.00**	**14,201.00**	**100.00**	**0.71%**
	Total Activity: 001 - General Operations:	**418,861.63**	**406,486.00**	**414,738.62**	**637,964.00**	**806,576.00**	**168,612.00**	**26.43%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
01-150-005-5356	PROF SVCS-IT SUPPORT	6,756.96	1,417.23	1,009.02	8,000.00	8,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**6,756.96**	**1,417.23**	**1,009.02**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
	Total Activity: 005 - GIS:	**6,756.96**	**1,417.23**	**1,009.02**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
Activity: 050 - La Plata Tourism Zone								
Category: 55 - OTHER EXPENDITURES								
01-150-050-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	9,000.00	9,000.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**0.00**	**0.00**	**0.00**	**9,000.00**	**9,000.00**	**0.00%**
	Total Activity: 050 - La Plata Tourism Zone:	**0.00**	**0.00**	**0.00**	**0.00**	**9,000.00**	**9,000.00**	**0.00%**
Activity: 051 - Legacy Business Program								
Category: 55 - OTHER EXPENDITURES								
01-150-051-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	13,245.00	13,245.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**0.00**	**0.00**	**0.00**	**13,245.00**	**13,245.00**	**0.00%**
	Total Activity: 051 - Legacy Business Program:	**0.00**	**0.00**	**0.00**	**0.00**	**13,245.00**	**13,245.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 078 - Comprehensive Plan								
Category: 53 - CONTRACTED SERVICES								
01-150-078-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	90,000.00	0.00	-90,000.00	-100.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**0.00**	**0.00**	**90,000.00**	**0.00**	**-90,000.00**	**-100.00%**
Total Activity: 078 - Comprehensive Plan:		**0.00**	**0.00**	**0.00**	**90,000.00**	**0.00**	**-90,000.00**	**-100.00%**
Activity: 080 - Vision Plan								
Category: 55 - OTHER EXPENDITURES								
01-150-080-5520	GRANTS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 080 - Vision Plan:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 440 - MAIN STREET MARYLAND PROGRAM								
Category: 55 - OTHER EXPENDITURES								
01-150-440-5599	MISCELLANEOUS OTHER	0.00	0.00	295.00	0.00	375.00	375.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**295.00**	**0.00**	**375.00**	**375.00**	**0.00%**
Total Activity: 440 - MAIN STREET MARYLAND PROGRAM:		**0.00**	**0.00**	**295.00**	**0.00**	**375.00**	**375.00**	**0.00%**
Total Department: 150 - PLANNING-ZONING:		**425,618.59**	**407,903.23**	**416,042.64**	**735,964.00**	**837,196.00**	**101,232.00**	**13.76%**
Report Total:		**425,618.59**	**407,903.23**	**416,042.64**	**735,964.00**	**837,196.00**	**101,232.00**	**13.76%**

Administration Department

Department Overview

The Administration Department provides executive leadership and organizational oversight, consisting of the Town Manager and Assistant Town Manager ensuring policies established by the Town Council are implemented. The Department ensures compliance with applicable laws and regulations while advancing strategic initiatives and maintaining effective governance practices. Core responsibilities include coordination of Town Attorney services, management of professional memberships, and facilitation of leadership development.

The Department plays a critical role in ensuring effective governance, efficient municipal operations, and responsive public service. It coordinates the implementation of policy directives from elected officials, translating strategic goals into actionable programs and services that benefit the community. The Department also serves as a central point for addressing constituent concerns, facilitating communication between residents, Town staff, and elected officials to enhance responsiveness, transparency, and public trust.

In addition, the Administration Department oversees coordination across all departments, helping to resolve cross-functional challenges and ensure organizational alignment. It integrates input from citizen boards, commissions, and other stakeholders into policy development and service improvements, strengthening community engagement and informed decision-making.

Through these efforts, the Department advances the Town's strategic priorities of Good Governance and Operational Excellence by promoting accountability, coordination, and continuous improvement across the organization.

FY2027 Budget Overview

The FY2027 proposed budget for the Administration Department remains fiscally neutral, maintaining current service levels without expansion. This approach reflects a commitment to disciplined financial stewardship while ensuring continuity in executive leadership, strategic oversight, and organizational management.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 160 - ADMINISTRATION							
51 - SALARY & WAGES	$ 345,088	$ 338,766	$ 325,033	$ 457,954	$ 359,258	$ (98,696)	-21.55
52 - FRINGE BENEFITS	$ 119,749	$ 104,883	$ 109,009	$ 139,616	$ 137,821	$ (1,795)	-1.29
53 - CONTRACTED SERVICES	$ 160,033	$ 123,541	$ 62,969	$ 167,013	$ 167,921	$ 908	0.54
54 - SUPPLIES & MATERIALS	$ 412	$ 748	$ 602	$ 2,200	$ 1,200	$ (1,000)	-45.45
55 - OTHER EXPENDITURES	$ 1,291,885	$ 985,258	$ 974,777	$ 990,498	$ 990,354	$ (144)	-0.01
56 - CAPITAL OUTLAY	$ -	$ -	$ -	$ -	$ -	$ -	0.00
59 - OTHER FINANCING USES	$ 1,136,290	$ 226,219	$ 226,209	$ 227,245	$ 231,199	$ 3,954	1.74
Department Total	**$ 3,053,457**	**$ 1,779,414**	**$ 1,698,600**	**$ 1,984,526**	**$ 1,887,753**	**$ (96,773)**	**-4.88**

FY2027 Priorities

In FY2027, the Administration Department will continue to focus on:

- Supporting Town Council policy implementation and strategic initiatives
- Strengthening organizational leadership and professional development
- Ensuring compliance with legal and regulatory requirements
- Maintaining effective coordination across all departments

Administration Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 160 - ADMINISTRATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-160-001-5110	REGULAR FT CIVILIAN SALARY	344,142.85	338,765.69	225,033.06	346,954.00	359,258.00	12,304.00	3.55%
01-160-001-5160	BONUSES	945.26	0.00	100,000.00	111,000.00	0.00	-111,000.00	-100.00%
	Total Category: 51 - SALARY & WAGES:	**345,088.11**	**338,765.69**	**325,033.06**	**457,954.00**	**359,258.00**	**-98,696.00**	**-21.55%**
Category: 52 - FRINGE BENEFITS								
01-160-001-5205	DENTAL	849.28	535.36	605.76	920.00	1,020.00	100.00	10.87%
01-160-001-5215	HEALTH INSURANCE	46,820.68	30,853.32	29,653.76	55,360.00	46,600.00	-8,760.00	-15.82%
01-160-001-5220	LIFE INSURANCE W/H	1,804.70	1,020.93	1,323.16	870.00	4,160.00	3,290.00	378.16%
01-160-001-5230	WORKERS' COMPENSATION	566.00	633.92	499.32	640.00	440.00	-200.00	-31.25%
01-160-001-5240	ICMA	8,782.42	1,452.38	6,300.41	9,201.00	9,540.00	339.00	3.68%
01-160-001-5245	MSRPS PENSION	36,473.27	39,666.19	45,117.00	46,075.00	48,571.00	2,496.00	5.42%
01-160-001-5260	F I C A / MEDICARE	24,452.69	25,720.81	25,509.29	26,550.00	27,490.00	940.00	3.54%
01-160-001-5299	OTHER FRINGE BENEFITS	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**119,749.04**	**104,882.91**	**109,008.70**	**139,616.00**	**137,821.00**	**-1,795.00**	**-1.29%**
Category: 53 - CONTRACTED SERVICES								
01-160-001-5300	ADS & NOTICES	0.00	815.00	57.75	0.00	0.00	0.00	0.00%
01-160-001-5311	INSURANCE - CRIME	0.00	0.00	0.00	2,000.00	1,000.00	-1,000.00	-50.00%
01-160-001-5325	LICENSES/USER FEES	7,409.10	514.48	0.00	0.00	0.00	0.00	0.00%
01-160-001-5333	M&R-VEHICLES	0.00	164.34	0.00	0.00	0.00	0.00	0.00%
01-160-001-5351	PROF SVCS-ATTORNEY	101,450.00	71,543.75	34,825.00	80,000.00	80,000.00	0.00	0.00%
01-160-001-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	3,875.00	0.00	0.00	0.00	0.00%
01-160-001-5383	TELEPHONE-WIRELESS-VOICE	709.50	670.97	792.25	960.00	960.00	0.00	0.00%
01-160-001-5399	OTHER CONTRACTED SERVICES	29.00	86.40	109.36	100.00	100.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**109,597.60**	**73,794.94**	**39,659.36**	**83,060.00**	**82,060.00**	**-1,000.00**	**-1.20%**
Category: 54 - SUPPLIES & MATERIALS								
01-160-001-5410	FUEL - GAS/DIESEL/OTHER	269.10	173.57	78.76	600.00	600.00	0.00	0.00%
01-160-001-5420	OFFICE SUPPLIES	107.63	167.32	376.36	200.00	200.00	0.00	0.00%
01-160-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	0.00	1,000.00	0.00	-1,000.00	-100.00%
01-160-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	0.00	0.00	200.00	200.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-160-001-5499	SUPPLIES - OTHER	35.36	407.04	147.32	200.00	200.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**412.09**	**747.93**	**602.44**	**2,200.00**	**1,200.00**	**-1,000.00**	**-45.45%**
Category: 55 - OTHER EXPENDITURES								
01-160-001-5500	BAD DEBT EXPENSE	0.00	2.99	0.00	0.00	0.00	0.00	0.00%
01-160-001-5510	DUES/MEMBERSHIPS	1,780.00	303.05	1,532.68	3,600.00	3,600.00	0.00	0.00%
01-160-001-5525	HOSPITALITY/REFRESHMENTS/	6,538.94	7,080.28	856.53	1,500.00	1,500.00	0.00	0.00%
01-160-001-5560	REFERENCE MATERIALS-BOOKS	218.40	172.61	216.70	1,000.00	1,000.00	0.00	0.00%
01-160-001-5570	INCIDENTALS-PARKING, TOLLS,	82.35	0.00	0.00	120.00	120.00	0.00	0.00%
01-160-001-5571	LODGING	2,615.96	2,916.79	29.62	4,525.00	4,525.00	0.00	0.00%
01-160-001-5572	MEALS	442.00	0.00	94.00	1,754.00	1,754.00	0.00	0.00%
01-160-001-5573	MILEAGE-LOCAL	638.51	0.00	303.80	830.00	830.00	0.00	0.00%
01-160-001-5574	REGISTRATION	2,070.00	1,937.01	125.00	3,350.00	3,350.00	0.00	0.00%
01-160-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	1,226.16	0.00	1,200.00	1,200.00	0.00	0.00%
01-160-001-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**14,386.16**	**13,638.89**	**3,158.33**	**18,879.00**	**18,879.00**	**0.00**	**0.00%**
Total Activity: 001 - General Operations:		**589,233.00**	**531,830.36**	**477,461.89**	**701,709.00**	**599,218.00**	**-102,491.00**	**-14.61%**
Activity: 015 - Heritage Green Special Tax District								
Category: 53 - CONTRACTED SERVICES								
01-160-015-5399	HGSTD ADMIN EXPENSES	50,435.00	49,746.25	23,310.00	83,953.00	85,861.00	1,908.00	2.27%
Total Category: 53 - CONTRACTED SERVICES:		**50,435.00**	**49,746.25**	**23,310.00**	**83,953.00**	**85,861.00**	**1,908.00**	**2.27%**
Category: 55 - OTHER EXPENDITURES								
01-160-015-5505	BOND ISSUANCE COST / FEES	1,093,970.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-015-5538	INTEREST- BONDS	183,528.00	971,618.76	971,618.76	971,619.00	971,475.00	-144.00	-0.01%
Total Category: 55 - OTHER EXPENDITURES:		**1,277,498.60**	**971,618.76**	**971,618.76**	**971,619.00**	**971,475.00**	**-144.00**	**-0.01%**
Category: 59 - OTHER FINANCING USES								
01-160-015-5909	HGSTD LOAN PRINCIPAL	909,045.00	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
01-160-015-5982	TRFR TO SWR-HGSTD ARRA LN	227,245.09	226,219.00	226,209.00	227,245.00	226,199.00	-1,046.00	-0.46%
Total Category: 59 - OTHER FINANCING USES:		**1,136,290.09**	**226,219.00**	**226,209.00**	**227,245.00**	**231,199.00**	**3,954.00**	**1.74%**
Total Activity: 015 - Heritage Green Special Tax District:		**2,464,223.69**	**1,247,584.01**	**1,221,137.76**	**1,282,817.00**	**1,288,535.00**	**5,718.00**	**0.45%**
Total Department: 160 - ADMINISTRATION:		**3,053,456.69**	**1,779,414.37**	**1,698,599.65**	**1,984,526.00**	**1,887,753.00**	**-96,773.00**	**-4.88%**
Report Total:		**3,053,456.69**	**1,779,414.37**	**1,698,599.65**	**1,984,526.00**	**1,887,753.00**	**-96,773.00**	**-4.88%**

Information Technology Department

Department Overview

The Information Technology (IT) Department provides secure, reliable, and innovative technology solutions that support municipal operations and safeguard Town information. Core services include network and infrastructure management, cybersecurity, IT applications, end-user support, system integrations, and lifecycle management of hardware and software.

Following the establishment of a formal IT position, the Department has made significant progress in modernizing the Town's technology environment. Key efforts included server consolidation and cloud migration initiatives to improve system performance, scalability, and security.

The IT Department is critical to advancing Operational Excellence by improving efficiency through technology and automation, while also supporting Good Governance through data security, system reliability, and business continuity.

FY2027 Budget Overview

The FY2027 budget reflects a data-driven and professional approach to IT management, remaining closely aligned with prior year funding levels. The budget strategically supports contracted services, infrastructure needs, cybersecurity, and ongoing lifecycle replacement of technology assets.

This balanced approach ensures continued modernization while maintaining fiscal responsibility and operational stability.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 162 - INFORMATION TECHNOLOGY							
51 - SALARY & WAGES	$ -	$ 37,228	$ 22,166	$ 65,672	$ 73,072	$ 7,400	11.27
52 - FRINGE BENEFITS	$ -	$ 14,017	$ 1,788	$ 32,761	$ 16,419	$ (16,342)	-49.88
53 - CONTRACTED SERVICES	$ 218,027	$ 268,737	$ 189,063	$ 230,262	$ 281,016	$ 50,754	22.04
54 - SUPPLIES & MATERIALS	$ 304	$ 14,706	$ 10,778	$ 17,200	$ 115,200	$ 98,000	569.77
56 - CAPITAL OUTLAY	$ 10,781	$ -	$ 22,824	$ -	$ 130,000	$ 130,000	0.00
Department Total	**$ 229,111**	**$ 334,689**	**$ 246,619**	**$ 345,895**	**$ 615,707**	**$ 269,812**	**78.00**

FY2027 Priorities

In FY2027, the IT Department will focus on:

- Strengthening cybersecurity and protecting Town data
- Continuing infrastructure modernization and cloud adoption
- Supporting system integrations and IT applications
- Enhancing end-user support and service delivery
- Maintaining a sustainable lifecycle replacement program

Information Technology Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 162 - INFORMATION TECHNOLOGY								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-162-001-5102	SALARY - OT @ 1.0	0.00	722.58	92.54	0.00	0.00	0.00	0.00%
01-162-001-5103	SALARY - OT @ 1.5	0.00	789.84	537.55	0.00	0.00	0.00	0.00%
01-162-001-5110	REGULAR FT CIVILIAN SALARY	0.00	35,715.29	21,536.00	65,672.00	73,072.00	7,400.00	11.27%
	Total Category: 51 - SALARY & WAGES:	**0.00**	**37,227.71**	**22,166.09**	**65,672.00**	**73,072.00**	**7,400.00**	**11.27%**
Category: 52 - FRINGE BENEFITS								
01-162-001-5205	DENTAL	0.00	248.56	0.00	460.00	0.00	-460.00	-100.00%
01-162-001-5215	HEALTH INSURANCE	0.00	10,711.04	0.00	17,670.00	0.00	-17,670.00	-100.00%
01-162-001-5220	LIFE INSURANCE W/H	0.00	253.46	0.00	760.00	850.00	90.00	11.84%
01-162-001-5230	WORKERS' COMPENSATION	0.00	83.00	92.06	120.00	90.00	-30.00	-25.00%
01-162-001-5245	MSRPS PENSION	0.00	0.00	0.00	8,721.00	9,879.00	1,158.00	13.28%
01-162-001-5260	F I C A / MEDICARE	0.00	2,721.29	1,695.71	5,030.00	5,600.00	570.00	11.33%
	Total Category: 52 - FRINGE BENEFITS:	**0.00**	**14,017.35**	**1,787.77**	**32,761.00**	**16,419.00**	**-16,342.00**	**-49.88%**
Category: 53 - CONTRACTED SERVICES								
01-162-001-5325	LICENSES/USER FEES	78,045.04	130,477.84	90,631.56	93,045.00	130,000.00	36,955.00	39.72%
01-162-001-5356	PROF SVCS-IT SUPPORT	98,446.87	130,830.62	93,315.45	122,617.00	135,000.00	12,383.00	10.10%
01-162-001-5383	TELEPHONE-WIRELESS-VOICE	0.00	167.39	331.12	0.00	516.00	516.00	0.00%
01-162-001-5399	OTHER CONTRACTED SERVICES	23,650.07	5,781.30	4,785.00	6,600.00	7,500.00	900.00	13.64%
	Total Category: 53 - CONTRACTED SERVICES:	**200,141.98**	**267,257.15**	**189,063.13**	**222,262.00**	**273,016.00**	**50,754.00**	**22.84%**
Category: 54 - SUPPLIES & MATERIALS								
01-162-001-5451	SM CAP - A/V EQUIPMENT	0.00	0.00	0.00	2,000.00	5,000.00	3,000.00	150.00%
01-162-001-5454	SM CAP - COMPUTER HARDWA	0.00	14,637.24	10,576.49	5,000.00	100,000.00	95,000.00	1,900.00%
01-162-001-5455	SM CAP - COMPUTER SOFTWA	0.00	0.00	0.00	5,000.00	5,000.00	0.00	0.00%
01-162-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	0.00	5,000.00	5,000.00	0.00	0.00%
01-162-001-5499	SUPPLIES - OTHER	303.66	69.24	201.54	200.00	200.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**303.66**	**14,706.48**	**10,778.03**	**17,200.00**	**115,200.00**	**98,000.00**	**569.77%**
	Total Activity: 001 - General Operations:	**200,445.64**	**333,208.69**	**223,795.02**	**337,895.00**	**477,707.00**	**139,812.00**	**41.38%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
01-162-005-5325	LICENSES/USER FEES	7,384.99	1,480.00	0.00	8,000.00	8,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-162-005-5356	PROF SVCS-IT SUPPORT	10,500.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**17,884.99**	**1,480.00**	**0.00**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**17,884.99**	**1,480.00**	**0.00**	**8,000.00**	**8,000.00**	**0.00**	**0.00%**
Total Department: 162 - INFORMATION TECHNOLOGY:		**218,330.63**	**334,688.69**	**223,795.02**	**345,895.00**	**485,707.00**	**139,812.00**	**40.42%**
Report Total:		**218,330.63**	**334,688.69**	**223,795.02**	**345,895.00**	**485,707.00**	**139,812.00**	**40.42%**

General Services Department

Department Overview

The General Services function serves as the Town's central operational support hub, consolidating town-wide services to improve efficiency and reduce duplication across departments. Key responsibilities include public information services, management of the Town's telecommunications system, and production of official communications such as the Town Notes newsletter.

By centralizing these services, General Services supports Operational Excellence through streamlined communication, consistent messaging, and reliable infrastructure. The function also advances Good Governance by promoting transparency and keeping residents informed of Town activities, programs, and initiatives.

FY2027 Budget Overview

The FY2027 budget maintains current service levels with no significant changes. Continued funding supports reliable telecommunications, consistent public communication, and ongoing community outreach efforts.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 165 - GENERAL SERVICES							
52 - FRINGE BENEFITS	$ -	$ 10,531	$ 8,453	$ -	$ -	$ -	0.00
53 - CONTRACTED SERVICES	$ 143,317	$ 165,933	$ 94,164	$ 157,858	$ 172,080	$ 14,222	9.01
54 - SUPPLIES & MATERIALS	$ 3,562	$ 2,580	$ 1,090	$ 4,000	$ 4,000	$ -	0.00
55 - OTHER EXPENDITURES	$ -	$ 836	$ 38,775	$ -	$ -	$ -	0.00
56 - CAPITAL OUTLAY	$ 1,614,616	$ -	$ -	$ -	$ -	$ -	0.00
59 - OTHER FINANCING USES	$ -	$ 364,227	$ -	$ -	$ 1,959,818	$ 1,959,818	0.00
Department Total	**$ 1,761,495**	**$ 544,107**	**$ 142,482**	**$ 161,858**	**$ 2,135,898**	**$ 1,974,040**	**1219.61**

FY2027 Priorities

In FY2027, General Services will focus on:

- Maintaining consistent and transparent public communication
- Ensuring reliable and efficient telecommunications systems
- Supporting departments with centralized communication resources
- Enhancing community awareness and engagement through outreach efforts

General Services Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 165 - GENERAL SERVICES								
Activity: 001 - General Operations								
Category: 52 - FRINGE BENEFITS								
01-165-001-5265	UNEMPLOYMENT COMPENSAT	0.00	10,531.32	8,453.24	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**0.00**	**10,531.32**	**8,453.24**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-165-001-5310	INSURANCE - FLOOD	474.36	652.18	0.00	672.00	0.00	-672.00	-100.00%
01-165-001-5312	INSURANCE - LIABILITY	12,303.64	14,255.47	22,115.89	14,683.00	27,190.00	12,507.00	85.18%
01-165-001-5314	INSURANCE - PROPERTY	4,784.41	6,293.05	34.90	6,482.00	50.00	-6,432.00	-99.23%
01-165-001-5316	INSURANCE - VEHICLE	641.73	641.89	1,446.59	661.00	1,660.00	999.00	151.13%
01-165-001-5325	LICENSES/USER FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-165-001-5340	POSTAGE / DELIVERY	1,748.00	1,472.20	892.63	2,000.00	2,000.00	0.00	0.00%
01-165-001-5345	PRINTING / REPRODUCTION SE	726.58	615.01	0.00	1,200.00	1,200.00	0.00	0.00%
01-165-001-5360	RENTS	2,425.78	16,054.86	1,373.11	2,700.00	2,700.00	0.00	0.00%
01-165-001-5380	TELEPHONE-LOCAL SERVICE	32,776.00	34,673.38	23,830.35	35,760.00	35,760.00	0.00	0.00%
01-165-001-5383	TELEPHONE-WIRELESS-VOICE	50.10	0.64	0.63	0.00	0.00	0.00	0.00%
01-165-001-5399	OTHER CONTRACTED SERVICES	87,386.27	91,274.43	20,797.93	93,700.00	68,520.00	-25,180.00	-26.87%
	Total Category: 53 - CONTRACTED SERVICES:	**143,316.87**	**165,933.11**	**70,492.03**	**157,858.00**	**139,080.00**	**-18,778.00**	**-11.90%**
Category: 54 - SUPPLIES & MATERIALS								
01-165-001-5420	OFFICE SUPPLIES	1,910.22	1,671.68	323.22	1,000.00	1,000.00	0.00	0.00%
01-165-001-5499	SUPPLIES - OTHER	1,652.09	908.63	766.56	3,000.00	3,000.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**3,562.31**	**2,580.31**	**1,089.78**	**4,000.00**	**4,000.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-165-001-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	835.88	38,775.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**835.88**	**38,775.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 59 - OTHER FINANCING USES								
01-165-001-5971	Transfer to Capital	0.00	0.00	0.00	245,330.00	26,639.00	-218,691.00	-89.14%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**0.00**	**245,330.00**	**26,639.00**	**-218,691.00**	**-89.14%**
	Total Activity: 001 - General Operations:	**146,879.18**	**179,880.62**	**118,810.05**	**407,188.00**	**169,719.00**	**-237,469.00**	**-58.32%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 455 - Newsletter								
Category: 53 - CONTRACTED SERVICES								
01-165-455-5340	POSTAGE / DELIVERY	0.00	0.00	10,453.73	0.00	8,000.00	8,000.00	0.00%
01-165-455-5345	PRINTING / REPRODUCTION SE	0.00	0.00	13,217.79	0.00	25,000.00	25,000.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**0.00**	**23,671.52**	**0.00**	**33,000.00**	**33,000.00**	**0.00%**
	Total Activity: 455 - Newsletter:	**0.00**	**0.00**	**23,671.52**	**0.00**	**33,000.00**	**33,000.00**	**0.00%**
	Total Department: 165 - GENERAL SERVICES:	**146,879.18**	**179,880.62**	**142,481.57**	**407,188.00**	**202,719.00**	**-204,469.00**	**-50.21%**
	Report Total:	**146,879.18**	**179,880.62**	**142,481.57**	**407,188.00**	**202,719.00**	**-204,469.00**	**-50.21%**

Community Promotion Department

Special Events:

Overview

The Special Events program enhances quality of life by fostering civic pride, community engagement, and cultural connection through inclusive, family-friendly events. Signature programs—including Celebrate La Plata, the Summer Concert Series, Fall Festival, Fourth of July Celebration, Veterans Day Parade, and holiday events. These serve as key community gathering opportunities and contribute to the Town's identity.

These events support Economic Prosperity by attracting visitors and supporting local businesses, while also advancing Public Service and Community Engagement through inclusive programming that brings residents together.

FY2027 Budget Overview

The FY2027 budget maintains all existing signature events while accounting for rising production costs and targeted program enhancements. Funding supports essential elements such as entertainment, safety coordination, logistics, and event promotion.

FY2027 Priorities

In FY2027, the program will focus on:

- Sustaining high-quality signature events
- Expanding entertainment and vendor participation
- Increasing community engagement and attendance
- Ensuring safe, well-coordinated event operations
- Supporting the local economy through event-driven activity

Farmers Market:

Overview

The La Plata Farmers Market program supports local economic development, community engagement, and regional tourism by providing a vibrant marketplace for farmers, artisans, and small businesses. The program promotes access to fresh, locally produced goods while fostering connections between producers, residents, and visitors.

The Farmers Market serves as an incubator for small and emerging businesses, offering opportunities to grow customer bases, test products, and establish a presence within the community. It also contributes to the Town's identity as a welcoming and vibrant destination, enhancing the downtown environment and supporting surrounding businesses.

This program directly advances the Town's strategic priorities of Economic Prosperity by supporting small business development and Community Identity by creating a dynamic gathering space that encourages social interaction and civic engagement.

FY2027 Budget Overview

The FY2027 budget for the Farmers Market is $16,673, representing an increase of $2,806 (20.24%) from FY2026. The increase reflects adjustments to staffing for on-site coordination as well as operational costs related to vehicle use, maintenance, and insurance.

This investment ensures the continued success and sustainability of the program while maintaining a high-quality experience for vendors and attendees.

FY2027 Priorities

In FY2027, the Farmers Market program will focus on:

- Supporting vendor growth and small business development
- Enhancing the customer experience and market operations
- Strengthening the Market's role as a regional destination
- Promoting community engagement and downtown activity

Beautification Commission / Keep La Plata Beautiful:

Overview

Beautification Commission/Keep La Plata Beautiful, enhances the Town's visual appeal, environmental stewardship, and community pride through initiatives focused on litter prevention, landscaping, and public space improvements. The Commission engages volunteers, community groups, and partners to support projects that improve the Town's appearance and promote sustainable practices.

These efforts contribute to a clean, attractive, and welcoming environment, reinforcing the Town's identity and quality of life for residents and visitors alike. The Commission also plays a role in educating the public on environmental responsibility and encouraging community participation in beautification efforts.

The program supports the Town's strategic priorities of Community Identity, Environmental Stewardship, and Public Engagement.

FY2027 Budget Overview

The FY2027 proposed budget for the Beautification Commission is $6,180, representing a decrease of $4,857 (44.01%) from FY2026. The reduction reflects the reallocation of remaining American Rescue Plan Act (ARPA) funds and a decrease in grant program funding.

The adjusted budget maintains core program activities while aligning funding with available resources and participation levels.

FY2027 Priorities

In FY2027, the Beautification Commission will focus on:

- Increasing volunteer participation and community engagement
- Expanding public awareness of beautification initiatives
- Supporting litter prevention and environmental programs
- Enhancing the visual character and sustainability of public spaces

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 420 - COMMUNITY PROMOTION							
51 - SALARY & WAGES	$ 115,676	$ 98,480	$ 59,162	$ 94,936	$ 99,720	$ 4,784	5.04
52 - FRINGE BENEFITS	$ 17,143	$ 22,709	$ 25,948	$ 43,597	$ 34,939	$ (8,658)	-19.86
53 - CONTRACTED SERVICES	$ 128,427	$ 125,517	$ 111,257	$ 149,636	$ 180,020	$ 30,384	20.31
54 - SUPPLIES & MATERIALS	$ 25,240	$ 41,233	$ 7,692	$ 40,520	$ 51,835	$ 11,315	27.92
55 - OTHER EXPENDITURES	$ 8,758	$ 17,809	$ 10,055	$ 28,875	$ 22,270	$ (6,605)	-22.87
56 - CAPITAL OUTLAY	$ 10,338	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 305,582**	**$ 305,747**	**$ 214,115**	**$ 357,564**	**$ 388,784**	**$ 31,220**	**8.73**

Community Promotion Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 420 - COMMUNITY PROMOTION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-420-001-5100	SALARY - PT	4,231.25	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**4,231.25**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-420-001-5220	LIFE INSURANCE	4.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-001-5260	F I C A / MEDICARE	323.65	21.11	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**328.25**	**21.11**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-420-001-5399	OTHER CONTRACTED SERVICES	0.00	0.00	14,355.23	0.00	17,000.00	17,000.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**0.00**	**14,355.23**	**0.00**	**17,000.00**	**17,000.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-001-5499	SUPPLIES - OTHER	0.00	0.00	89.95	0.00	1,500.00	1,500.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**0.00**	**0.00**	**89.95**	**0.00**	**1,500.00**	**1,500.00**	**0.00%**
	Total Activity: 001 - General Operations:	**4,559.50**	**21.11**	**14,445.18**	**0.00**	**18,500.00**	**18,500.00**	**0.00%**
Activity: 405 - Beautification								
Category: 53 - CONTRACTED SERVICES								
01-420-405-5325	LICENSES/USER FEES	0.00	126.50	0.00	0.00	0.00	0.00	0.00%
01-420-405-5353	PROF SVCS-CONTRACTOR	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-405-5399	OTHER CONTRACTED SERVICES	0.00	1,526.22	0.00	1,000.00	0.00	-1,000.00	-100.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,000.00**	**1,652.72**	**0.00**	**1,000.00**	**0.00**	**-1,000.00**	**-100.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-405-5435	SIGNS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-405-5459	SM CAP - FURNITURE/FIXTURES	0.00	17,864.31	0.00	1,000.00	0.00	-1,000.00	-100.00%
01-420-405-5499	SUPPLIES - OTHER	40.41	909.81	0.00	3,000.00	0.00	-3,000.00	-100.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**40.41**	**18,774.12**	**0.00**	**4,000.00**	**0.00**	**-4,000.00**	**-100.00%**
Category: 55 - OTHER EXPENDITURES								
01-420-405-5520	GRANTS/DONATIONS	172.81	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-405-5525	HOSPITALITY/REFRESHMENTS/	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-420-405-5574	REGISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**172.81**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 405 - Beautification:	**2,213.22**	**20,426.84**	**0.00**	**5,000.00**	**0.00**	**-5,000.00**	**-100.00%**
Activity: 406 - Beautification Commission								
Category: 53 - CONTRACTED SERVICES								
01-420-406-5399	OTHER CONTRACTED SERVICES	0.00	0.00	1,170.00	527.00	1,430.00	903.00	171.35%
	Total Category: 53 - CONTRACTED SERVICES:	**0.00**	**0.00**	**1,170.00**	**527.00**	**1,430.00**	**903.00**	**171.35%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-406-5499	SUPPLIES - OTHER	619.48	0.00	1,702.77	6,010.00	1,950.00	-4,060.00	-67.55%
	Total Category: 54 - SUPPLIES & MATERIALS:	**619.48**	**0.00**	**1,702.77**	**6,010.00**	**1,950.00**	**-4,060.00**	**-67.55%**
Category: 55 - OTHER EXPENDITURES								
01-420-406-5520	GRANTS/DONATIONS	200.00	1,200.00	0.00	4,500.00	2,800.00	-1,700.00	-37.78%
	Total Category: 55 - OTHER EXPENDITURES:	**200.00**	**1,200.00**	**0.00**	**4,500.00**	**2,800.00**	**-1,700.00**	**-37.78%**
	Total Activity: 406 - Beautification Commission:	**819.48**	**1,200.00**	**2,872.77**	**11,037.00**	**6,180.00**	**-4,857.00**	**-44.01%**
Activity: 407 - Keep La Plata Beautiful								
Category: 53 - CONTRACTED SERVICES								
01-420-407-5399	OTHER CONTRACTED SERVICES	4,019.71	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**4,019.71**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-407-5499	SUPPLIES - OTHER	4,656.99	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**4,656.99**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-420-407-5520	GRANTS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 407 - Keep La Plata Beautiful:	**8,676.70**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 410 - Business Commission								
Category: 54 - SUPPLIES & MATERIALS								
01-420-410-5499	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-420-410-5520	GRANTS/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 410 - Business Commission:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 425 - Farmer's Market								
Category: 51 - SALARY & WAGES								
01-420-425-5100	SALARY - PT	0.00	9,435.57	5,694.77	8,468.00	10,492.00	2,024.00	23.90%
01-420-425-5150	STIPENDS	10,654.00	150.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**10,654.00**	**9,585.57**	**5,694.77**	**8,468.00**	**10,492.00**	**2,024.00**	**23.90%**
Category: 52 - FRINGE BENEFITS								
01-420-425-5230	WORKMAN'S COMPENSATION	0.00	0.00	-41.00	41.00	41.00	0.00	0.00%
01-420-425-5260	F I C A / MEDICARE	0.00	732.73	641.99	648.00	805.00	157.00	24.23%
Total Category: 52 - FRINGE BENEFITS:		**0.00**	**732.73**	**600.99**	**689.00**	**846.00**	**157.00**	**22.79%**
Category: 53 - CONTRACTED SERVICES								
01-420-425-5300	ADS & NOTICES	0.00	0.00	0.00	300.00	300.00	0.00	0.00%
01-420-425-5316	INSURANCE - VEHICLE	0.00	0.00	0.00	460.00	530.00	70.00	15.22%
01-420-425-5333	M&R-VEHICLES	0.00	39.00	0.00	500.00	1,000.00	500.00	100.00%
01-420-425-5360	RENTS	640.00	700.00	500.00	850.00	800.00	-50.00	-5.88%
01-420-425-5382	TELEPHONE-WIRELESS-DATA/V	480.12	480.12	320.08	500.00	480.00	-20.00	-4.00%
01-420-425-5399	OTHER CONTRACTED SERVICES	765.66	13.71	10.00	0.00	270.00	270.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,885.78**	**1,232.83**	**830.08**	**2,610.00**	**3,380.00**	**770.00**	**29.50%**
Category: 54 - SUPPLIES & MATERIALS								
01-420-425-5400	CONSTRUCTION SUPPLIES	0.00	0.00	0.00	1,500.00	1,500.00	0.00	0.00%
01-420-425-5499	SUPPLIES - OTHER	-3.11	188.26	52.73	300.00	335.00	35.00	11.67%
Total Category: 54 - SUPPLIES & MATERIALS:		**-3.11**	**188.26**	**52.73**	**1,800.00**	**1,835.00**	**35.00**	**1.94%**
Category: 55 - OTHER EXPENDITURES								
01-420-425-5599	MISCELLANEOUS OTHER	-831.14	0.00	-10.00	300.00	120.00	-180.00	-60.00%
Total Category: 55 - OTHER EXPENDITURES:		**-831.14**	**0.00**	**-10.00**	**300.00**	**120.00**	**-180.00**	**-60.00%**
Total Activity: 425 - Farmer's Market:		**11,705.53**	**11,739.39**	**7,168.57**	**13,867.00**	**16,673.00**	**2,806.00**	**20.24%**
Activity: 435 - HISTORIC PRESERVATION COMMISSION								
Category: 55 - OTHER EXPENDITURES								
01-420-435-5599	MISCELLANEOUS OTHER	590.99	1,299.91	4,177.76	8,100.00	0.00	-8,100.00	-100.00%
Total Category: 55 - OTHER EXPENDITURES:		**590.99**	**1,299.91**	**4,177.76**	**8,100.00**	**0.00**	**-8,100.00**	**-100.00%**
Total Activity: 435 - HISTORIC PRESERVATION COMMISSION:		**590.99**	**1,299.91**	**4,177.76**	**8,100.00**	**0.00**	**-8,100.00**	**-100.00%**
Activity: 440 - MAIN STREET MARYLAND PROGRAM								
Category: 55 - OTHER EXPENDITURES								
01-420-440-5599	MISCELLANEOUS OTHER	2,980.99	-0.50	0.00	375.00	0.00	-375.00	-100.00%
Total Category: 55 - OTHER EXPENDITURES:		**2,980.99**	**-0.50**	**0.00**	**375.00**	**0.00**	**-375.00**	**-100.00%**
Total Activity: 440 - MAIN STREET MARYLAND PROGRAM:		**2,980.99**	**-0.50**	**0.00**	**375.00**	**0.00**	**-375.00**	**-100.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 445 - La Plata Community Foundation								
Category: 55 - OTHER EXPENDITURES								
01-420-445-5520	GRANTS/DONATIONS	0.00	7,500.00	0.00	7,500.00	7,500.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**7,500.00**	**0.00**	**7,500.00**	**7,500.00**	**0.00**	**0.00%**
Total Activity: 445 - La Plata Community Foundation:		**0.00**	**7,500.00**	**0.00**	**7,500.00**	**7,500.00**	**0.00**	**0.00%**
Activity: 455 - Newsletter								
Category: 53 - CONTRACTED SERVICES								
01-420-455-5340	POSTAGE / DELIVERY	7,784.08	11,035.93	0.00	8,000.00	0.00	-8,000.00	-100.00%
01-420-455-5345	PRINTING / REPRODUCTION SE	20,330.02	14,614.47	0.00	22,000.00	0.00	-22,000.00	-100.00%
Total Category: 53 - CONTRACTED SERVICES:		**28,114.10**	**25,650.40**	**0.00**	**30,000.00**	**0.00**	**-30,000.00**	**-100.00%**
Total Activity: 455 - Newsletter:		**28,114.10**	**25,650.40**	**0.00**	**30,000.00**	**0.00**	**-30,000.00**	**-100.00%**
Activity: 470 - Special Events								
Category: 51 - SALARY & WAGES								
01-420-470-5102	SALARY - OT @ 1.0	2,241.44	1,375.83	1,172.41	2,000.00	2,000.00	0.00	0.00%
01-420-470-5103	SALARY - OT @ 1.5	23,063.37	23,861.76	12,625.85	23,000.00	23,000.00	0.00	0.00%
01-420-470-5110	REGULAR FT CIVILIAN SALARY	75,311.56	63,656.63	39,669.20	61,468.00	64,228.00	2,760.00	4.49%
01-420-470-5160	BONUSES	174.17	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**100,790.54**	**88,894.22**	**53,467.46**	**86,468.00**	**89,228.00**	**2,760.00**	**3.19%**
Category: 52 - FRINGE BENEFITS								
01-420-470-5205	DENTAL	0.00	114.72	302.88	460.00	510.00	50.00	10.87%
01-420-470-5215	HEALTH INSURANCE	0.00	4,206.06	12,337.60	27,680.00	19,150.00	-8,530.00	-30.82%
01-420-470-5220	LIFE INSURANCE W/H	680.38	963.16	314.08	615.00	750.00	135.00	21.95%
01-420-470-5230	WORKERS' COMPENSATION	130.00	920.95	396.54	120.00	80.00	-40.00	-33.33%
01-420-470-5245	MSRPS PENSION	8,292.37	9,009.48	7,969.00	7,410.00	8,683.00	1,273.00	17.18%
01-420-470-5260	F I C A / MEDICARE	7,712.45	6,740.82	4,027.27	6,623.00	4,920.00	-1,703.00	-25.71%
Total Category: 52 - FRINGE BENEFITS:		**16,815.20**	**21,955.19**	**25,347.37**	**42,908.00**	**34,093.00**	**-8,815.00**	**-20.54%**
Category: 53 - CONTRACTED SERVICES								
01-420-470-5300	ADS & NOTICES	0.00	0.00	0.00	1,000.00	500.00	-500.00	-50.00%
01-420-470-5301	BANK CHARGES	0.00	0.00	10.99	0.00	0.00	0.00	0.00%
01-420-470-5325	LICENSES/USER FEES	2,500.69	3,584.15	4,255.57	3,354.00	3,354.00	0.00	0.00%
01-420-470-5340	POSTAGE / DELIVERY	738.00	462.00	6.00	750.00	200.00	-550.00	-73.33%
01-420-470-5345	PRINTING / REPRODUCTION SE	2,239.26	206.27	0.00	2,500.00	2,500.00	0.00	0.00%
01-420-470-5360	RENTS	40,047.60	35,054.20	44,266.33	45,675.00	53,000.00	7,325.00	16.04%
01-420-470-5370	ELECTRICITY - SE SHED	1,835.83	2,657.86	1,791.36	3,220.00	3,220.00	0.00	0.00%
01-420-470-5383	TELEPHONE-WIRELESS-VOICE	291.14	326.49	412.43	420.00	636.00	216.00	51.43%
01-420-470-5399	OTHER CONTRACTED SERVICES	44,754.92	54,690.17	44,159.43	58,580.00	94,800.00	36,220.00	61.83%
Total Category: 53 - CONTRACTED SERVICES:		**92,407.44**	**96,981.14**	**94,902.11**	**115,499.00**	**158,210.00**	**42,711.00**	**36.98%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-420-470-5445	UNIFORMS/SHOES/BOOTS	59.99	256.60	0.00	200.00	200.00	0.00	0.00%
01-420-470-5458	SM CAP - OTHER EQUIP	0.00	199.89	0.00	10,000.00	12,800.00	2,800.00	28.00%
01-420-470-5499	SUPPLIES - OTHER	19,866.06	21,813.78	5,846.99	17,750.00	33,550.00	15,800.00	89.01%
Total Category: 54 - SUPPLIES & MATERIALS:		**19,926.05**	**22,270.27**	**5,846.99**	**27,950.00**	**46,550.00**	**18,600.00**	**66.55%**
Category: 55 - OTHER EXPENDITURES								
01-420-470-5510	DUES/MEMBERSHIPS	0.00	0.00	0.00	400.00	500.00	100.00	25.00%
01-420-470-5520	GRANTS/DONATIONS	5,350.00	6,175.00	3,900.00	7,200.00	7,500.00	300.00	4.17%
01-420-470-5571	LODGING	0.00	91.58	0.00	0.00	700.00	700.00	0.00%
01-420-470-5572	MEALS	178.07	1,542.89	1,938.28	0.00	1,500.00	1,500.00	0.00%
01-420-470-5573	MILEAGE-LOCAL	91.12	0.00	0.00	0.00	150.00	150.00	0.00%
01-420-470-5574	REGISTRATION	25.00	0.00	15.90	500.00	900.00	400.00	80.00%
01-420-470-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	33.00	0.00	600.00	600.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**5,644.19**	**7,809.47**	**5,887.18**	**8,100.00**	**11,850.00**	**3,750.00**	**46.30%**
Total Activity: 470 - Special Events:		**235,583.42**	**237,910.29**	**185,451.11**	**280,925.00**	**339,931.00**	**59,006.00**	**21.00%**
Activity: 480 - Tornado 10th Anniversarty								
Category: 54 - SUPPLIES & MATERIALS								
01-420-480-5499	SUPPLIES - OTHER	0.00	0.00	0.00	760.00	0.00	-760.00	-100.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**0.00**	**0.00**	**760.00**	**0.00**	**-760.00**	**-100.00%**
Total Activity: 480 - Tornado 10th Anniversarty:		**0.00**	**0.00**	**0.00**	**760.00**	**0.00**	**-760.00**	**-100.00%**
Total Department: 420 - COMMUNITY PROMOTION:		**295,243.93**	**305,747.44**	**214,115.39**	**357,564.00**	**388,784.00**	**31,220.00**	**8.73%**
Report Total:		**295,243.93**	**305,747.44**	**214,115.39**	**357,564.00**	**388,784.00**	**31,220.00**	**8.73%**

Police Department

Department Overview

The La Plata Police Department is committed to ensuring the safety, security, and quality of life for all who live, work, and visit the Town. Public safety extends beyond enforcement to include visibility, partnership, and preparedness. The Department provides comprehensive services including patrol operations, traffic enforcement, criminal and drug investigations, emergency response, suspect apprehension, and community engagement initiatives. As the Town continues to grow, the Department adapts to increasing service demands and operational complexity.

The Police Department plays a critical role in advancing the Town's strategic priorities. In support of Good Governance, the Department promotes accountability, fairness, and transparency in all enforcement actions while building and maintaining community trust. Under Operational Excellence, the Department focuses on training, professional development, officer wellness, and the use of modern technology to ensure consistent, high-quality service delivery. The Department contributes to Economic Prosperity by maintaining a safe environment that supports local businesses, tourism, and community events. Through Community Identity, officers actively engage with residents through outreach, events, and public interaction, reinforcing La Plata's image as a safe and welcoming community. Additionally, the Department supports Public Service Readiness by scaling operations, coordinating with other departments, and preparing for future growth and emergency response needs.

FY2026 Performance Highlights

FY2026 marked a year of transition and measurable progress for the Police Department. Organizational improvements included the appointment of a new Chief of Police, creation of a Major position through internal restructuring, and continued progress toward CALEA reaccreditation. Investments in technology included upgrades to aging IT infrastructure and acquisition of advanced tools such as FARO 3D technology to enhance crash and crime scene investigations.

Operational metrics indicate positive public safety trends. Both adult and juvenile arrests declined significantly, alongside reductions in overall crime and traffic collisions. Calls for service remained stable, while completed crime reports increased, reflecting proactive policing and consistent service delivery. These trends suggest effective prevention and deterrence strategies, contributing to improved community safety.

The Department also achieved notable accomplishments, including national recognition of an officer by the International Association of Chiefs of Police, implementation of a town-wide camera security initiative, and continued advancement of internal promotional processes to support leadership development and succession planning. All required compliance audits were successfully completed.

Despite these successes, the Department continues to face challenges, including staffing pressures in a competitive recruitment environment, the need for continued IT modernization,

and facility limitations. The current headquarters no longer adequately supports staffing levels or operational needs, impacting efficiency and long-term planning.

FY2027 Budget Overview

The FY2027 proposed budget for the Police Department is $5,786,023, representing an 18.9% increase over the prior year. The primary driver of this increase is the implementation of the enhanced Law Enforcement Officers' Pension System (LEOPS), which supports officer retention and long-term workforce stability.

Additional budget adjustments include the addition of a non-sworn administrative position, upgrades to reporting systems and mobile data technology, required training and travel for CALEA reaccreditation, and a revised overtime allocation. The overtime budget has been adjusted to better reflect operational demands while remaining below prior year levels, balancing fiscal responsibility with service needs.

Overall, the proposed budget reflects targeted investments in personnel, technology, and operational sustainability to support the Department's evolving responsibilities.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 200 - POLICE DEPARTMENT							
51 - SALARY & WAGES	$ 2,812,494	$ 2,749,105	$ 1,719,747	$ 2,793,187	$ 3,060,698	$ 267,511	9.58
52 - FRINGE BENEFITS	$ 893,238	$ 1,098,746	$ 905,949	$ 1,250,041	$ 1,872,868	$ 622,827	49.82
53 - CONTRACTED SERVICES	$ 336,059	$ 469,147	$ 381,736	$ 484,989	$ 547,380	$ 62,391	12.86
54 - SUPPLIES & MATERIALS	$ 214,012	$ 165,583	$ 94,642	$ 225,911	$ 227,180	$ 1,269	0.56
55 - OTHER EXPENDITURES	$ 91,064	$ 79,564	$ 39,072	$ 112,029	$ 97,807	$ (14,222)	-12.69
56 - CAPITAL OUTLAY	$ 674,608	$ 81,685	$ 248,409	$ 230,000	$ 205,800	$ (24,200)	-10.52
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ 38,323	$ 38,323	0.00
Department Total	**$ 5,021,475**	**$ 4,643,830**	**$ 3,389,555**	**$ 5,096,157**	**$ 6,050,056**	**$ 953,899**	**18.72**

FY2027 Priorities

In FY2027, the Police Department will focus on maintaining readiness, supporting personnel, and planning for future growth. Key priorities include:

- Recruiting and retaining highly qualified personnel
- Modernizing IT systems to support efficient and effective policing
- Maintaining CALEA accreditation standards
- Expanding specialized capabilities aligned with community needs
- Enhancing long-term staffing and technology planning to address growth
- Advancing facility planning to address space and operational limitations

The Police Department remains committed to delivering professional, accountable, and proactive public safety services. Continued investments in personnel, technology, and infrastructure will ensure the Department remains prepared to meet evolving community needs while maintaining fiscal responsibility and strong stewardship of public resources.

Police Department Operating Budget
Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 200 - POLICE DEPARTMENT								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-200-001-5102	SALARY - OT @ 1.0	18,229.52	-2,753.74	11,069.76	0.00	0.00	0.00	0.00%
01-200-001-5103	SALARY - OT @ 1.5	208,222.92	184,810.74	86,907.58	110,000.00	150,800.00	40,800.00	37.09%
01-200-001-5110	REGULAR FT CIVILIAN SALARY	206,322.52	195,865.24	141,904.77	201,216.00	272,755.00	71,539.00	35.55%
01-200-001-5120	REGULAR FT SWORN SALARY	2,094,416.17	2,140,835.53	1,351,182.27	2,242,639.00	2,410,550.00	167,911.00	7.49%
01-200-001-5132	SHIFT DIFFERENTIAL	23,089.43	23,641.36	15,912.80	24,890.00	24,890.00	0.00	0.00%
01-200-001-5160	BONUSES	13,908.48	6,000.00	6,050.00	0.00	14,000.00	14,000.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**2,564,189.04**	**2,548,399.13**	**1,613,027.18**	**2,578,745.00**	**2,872,995.00**	**294,250.00**	**11.41%**
Category: 52 - FRINGE BENEFITS								
01-200-001-5205	DENTAL	9,654.35	10,409.41	6,817.62	10,580.00	13,260.00	2,680.00	25.33%
01-200-001-5215	HEALTH INSURANCE	317,188.78	412,097.49	310,107.34	474,720.00	546,180.00	71,460.00	15.05%
01-200-001-5220	LIFE INSURANCE W/H	19,995.57	21,012.72	12,329.58	20,120.00	31,190.00	11,070.00	55.02%
01-200-001-5230	WORKERS' COMPENSATION	93,505.26	156,059.35	122,802.54	157,770.00	138,290.00	-19,480.00	-12.35%
01-200-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5245	MSRPS PENSION	208,267.58	258,920.04	314,401.76	346,750.00	38,225.00	-308,525.00	-88.98%
01-200-001-5246	LEOPS	0.00	0.00	0.00	0.00	843,618.00	843,618.00	0.00%
01-200-001-5260	F I C A / MEDICARE	194,440.32	193,275.59	122,675.92	195,512.00	211,450.00	15,938.00	8.15%
01-200-001-5285	TUITION REIMBURSEMENT	0.00	4,769.03	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**843,051.86**	**1,056,543.63**	**889,134.76**	**1,205,452.00**	**1,822,213.00**	**616,761.00**	**51.16%**
Category: 53 - CONTRACTED SERVICES								
01-200-001-5300	ADS & NOTICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5302	FRAUDULENT CHARGES	0.00	0.00	79.99	0.00	0.00	0.00	0.00%
01-200-001-5310	INSURANCE - FLOOD	0.00	286.25	251.05	295.00	290.00	-5.00	-1.69%
01-200-001-5312	INSURANCE - LIABILITY	52,127.79	51,100.87	67,169.72	52,634.00	78,670.00	26,036.00	49.47%
01-200-001-5314	INSURANCE - PROPERTY	3,543.84	3,522.38	4,293.16	3,628.00	4,930.00	1,302.00	35.89%
01-200-001-5316	INSURANCE - VEHICLE	25,137.50	27,818.18	27,429.73	29,251.00	31,470.00	2,219.00	7.59%
01-200-001-5318	INSURANCE - DEDUCTIBLES	1,000.00	13,423.49	1,000.00	2,060.00	2,060.00	0.00	0.00%
01-200-001-5325	LICENSES/USER FEES	50,937.53	56,450.19	59,365.73	52,290.00	84,770.00	32,480.00	62.12%
01-200-001-5331	M&R-COMMUNICATIONS EQU	0.00	0.00	0.00	250.00	1,000.00	750.00	300.00%
01-200-001-5332	M&R-OFFICE EQUIPMENT	0.00	0.00	0.00	100.00	100.00	0.00	0.00%
01-200-001-5333	M&R-VEHICLES	78,971.06	39,751.33	18,044.05	55,000.00	45,000.00	-10,000.00	-18.18%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-200-001-5338	M&R-OTHER	1,316.83	1,124.98	654.78	2,200.00	2,200.00	0.00	0.00%
01-200-001-5340	POSTAGE / DELIVERY	1,825.47	1,360.21	593.02	2,000.00	1,500.00	-500.00	-25.00%
01-200-001-5345	PRINTING / REPRODUCTION SE	1,862.01	0.00	665.00	1,800.00	1,800.00	0.00	0.00%
01-200-001-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5351	PROF SVCS-ATTORNEY	7,350.00	21,740.00	16,813.00	18,000.00	18,000.00	0.00	0.00%
01-200-001-5356	PROF SVCS-IT SUPPORT	40,728.80	20,786.57	11,500.00	14,000.00	14,000.00	0.00	0.00%
01-200-001-5359	OTHER PROFESSIONAL SERVICE	12,464.58	800.00	3,050.00	8,500.00	8,500.00	0.00	0.00%
01-200-001-5360	RENTS	11,807.77	10,740.00	7,160.00	11,000.00	10,740.00	-260.00	-2.36%
01-200-001-5382	TELEPHONE-WIRELESS-DATA/V	17,447.04	14,752.09	11,802.78	16,000.00	16,000.00	0.00	0.00%
01-200-001-5383	TELEPHONE-WIRELESS-VOICE	6,256.40	6,216.42	9,155.84	8,500.00	8,500.00	0.00	0.00%
01-200-001-5399	OTHER CONTRACTED SERVICES	12,687.31	11,482.63	4,335.01	4,615.00	3,500.00	-1,115.00	-24.16%
Total Category: 53 - CONTRACTED SERVICES:		**325,463.93**	**281,355.59**	**243,362.86**	**282,123.00**	**333,030.00**	**50,907.00**	**18.04%**
Category: 54 - SUPPLIES & MATERIALS								
01-200-001-5410	FUEL - GAS/DIESEL/OTHER	99,903.07	75,570.17	45,834.94	112,006.00	112,200.00	194.00	0.17%
01-200-001-5420	OFFICE SUPPLIES	4,916.48	2,527.72	4,351.53	7,000.00	7,500.00	500.00	7.14%
01-200-001-5425	POLICE SUPPLIES	10,969.86	10,464.25	6,520.94	7,500.00	10,000.00	2,500.00	33.33%
01-200-001-5430	REPAIR/REPLACEMENT PARTS/	0.00	0.00	28.93	0.00	0.00	0.00	0.00%
01-200-001-5440	TOOLS/EQUIPMENT	30,052.55	7,030.21	741.33	8,500.00	8,500.00	0.00	0.00%
01-200-001-5445	UNIFORMS/SHOES/BOOTS	54,940.71	28,223.12	18,740.16	40,925.00	40,000.00	-925.00	-2.26%
01-200-001-5450	SM CAP - BUILDING/SITE IMPR	0.00	0.00	0.00	6,500.00	6,500.00	0.00	0.00%
01-200-001-5452	WEAPONS	0.00	4,497.40	6,702.93	5,000.00	5,000.00	0.00	0.00%
01-200-001-5453	SM CAP - COMMUNICATIONS E	0.00	16,054.90	297.86	2,500.00	1,800.00	-700.00	-28.00%
01-200-001-5454	SM CAP - COMPUTER HARDWA	0.00	512.64	7,530.00	7,500.00	10,800.00	3,300.00	44.00%
01-200-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	5,509.50	399.99	5,100.00	3,000.00	-2,100.00	-41.18%
01-200-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	128.67	2,500.00	3,000.00	500.00	20.00%
01-200-001-5499	SUPPLIES - OTHER	6,616.68	5,782.62	2,539.24	10,000.00	8,000.00	-2,000.00	-20.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**207,399.35**	**156,172.53**	**93,816.52**	**215,031.00**	**216,300.00**	**1,269.00**	**0.59%**
Category: 55 - OTHER EXPENDITURES								
01-200-001-5510	DUES/MEMBERSHIPS	1,765.00	3,820.41	3,878.50	3,800.00	5,000.00	1,200.00	31.58%
01-200-001-5520	GRANTS/DONATIONS	1,012.35	250.00	0.00	5,000.00	2,500.00	-2,500.00	-50.00%
01-200-001-5525	HOSPITALITY/REFRESHMENTS/	6,624.06	9,401.17	1,504.36	6,000.00	6,000.00	0.00	0.00%
01-200-001-5540	LOSSES/CLAIMS/JUDGEMENTS	156.80	0.00	1,450.00	0.00	0.00	0.00	0.00%
01-200-001-5560	REFERENCE MATERIALS-BOOKS	1,432.78	1,547.18	1,653.50	3,500.00	3,500.00	0.00	0.00%
01-200-001-5570	INCIDENTALS-PARKING, TOLLS,	1,129.00	541.75	296.50	1,010.00	750.00	-260.00	-25.74%
01-200-001-5571	LODGING	15,838.10	10,491.05	6,937.78	15,734.00	15,000.00	-734.00	-4.67%
01-200-001-5572	MEALS	7,813.00	6,308.23	2,216.00	12,162.00	12,162.00	0.00	0.00%
01-200-001-5573	MILEAGE-LOCAL	218.84	0.00	0.00	200.00	200.00	0.00	0.00%
01-200-001-5574	REGISTRATION	13,528.78	18,830.10	7,834.48	26,930.00	26,930.00	0.00	0.00%
01-200-001-5575	TRAINING SUPPLIES & EQUIPM	0.00	0.00	293.97	2,500.00	2,500.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-200-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	432.00	444.84	751.72	2,800.00	2,800.00	0.00	0.00%
01-200-001-5599	MISCELLANEOUS OTHER	500.00	57.70	771.50	500.00	500.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**50,450.71**	**51,692.43**	**27,588.31**	**80,136.00**	**77,842.00**	**-2,294.00**	**-2.86%**
Category: 59 - OTHER FINANCING USES								
01-200-001-5961	Trans to Pedestrian Safety Initi	0.00	0.00	0.00	0.00	38,323.00	38,323.00	0.00%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**0.00**	**0.00**	**38,323.00**	**38,323.00**	**0.00%**
	Total Activity: 001 - General Operations:	**3,990,554.89**	**4,094,163.31**	**2,866,929.63**	**4,361,487.00**	**5,360,703.00**	**999,216.00**	**22.91%**
Activity: 210 - CALEA								
Category: 51 - SALARY & WAGES								
01-200-210-5103	CALEA SALARY - OT @ 1.5	926.49	1,709.36	1,856.83	0.00	0.00	0.00	0.00%
01-200-210-5110	CALEA - CIVILIAN SALARY	9,510.35	9,242.00	4,399.54	10,000.00	10,000.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**10,436.84**	**10,951.36**	**6,256.37**	**10,000.00**	**10,000.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-210-5260	CALEA - F I C A / MEDICARE	774.77	816.90	478.60	765.00	0.00	-765.00	-100.00%
01-200-210-5299	CALEA - FRINGE BENEFITS	2,120.40	1,821.99	452.54	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**2,895.17**	**2,638.89**	**931.14**	**765.00**	**0.00**	**-765.00**	**-100.00%**
Category: 55 - OTHER EXPENDITURES								
01-200-210-5510	DUES/MEMBERSHIPS	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00%
01-200-210-5525	CALEA-HOSPITALITY	0.00	275.80	0.00	0.00	0.00	0.00	0.00%
01-200-210-5570	CALEA-INCIDENTALS	209.00	2.50	0.00	500.00	500.00	0.00	0.00%
01-200-210-5574	CALEA-REGISTRATION	200.00	800.00	900.00	2,100.00	2,100.00	0.00	0.00%
01-200-210-5576	CALEA-TRAVEL	5,433.15	2,930.99	848.59	1,500.00	4,500.00	3,000.00	200.00%
01-200-210-5599	MISCELLANEOUS OTHER	4,261.60	0.00	0.00	50.00	50.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**14,103.75**	**8,009.29**	**5,748.59**	**8,150.00**	**11,150.00**	**3,000.00**	**36.81%**
	Total Activity: 210 - CALEA:	**27,435.76**	**21,599.54**	**12,936.10**	**18,915.00**	**21,150.00**	**2,235.00**	**11.82%**
Activity: 211 - Parking Enforcement								
Category: 51 - SALARY & WAGES								
01-200-211-5110	REGULAR FT CIVILIAN SALARY	12,769.63	11,640.92	5,861.63	13,175.00	13,175.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**12,769.63**	**11,640.92**	**5,861.63**	**13,175.00**	**13,175.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-211-5260	F I C A / MEDICARE	976.88	890.52	448.41	1,008.00	1,008.00	0.00	0.00%
01-200-211-5299	OTHER FRINGE BENEFITS	1,257.66	1,820.87	1,261.90	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**2,234.54**	**2,711.39**	**1,710.31**	**1,008.00**	**1,008.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 55 - OTHER EXPENDITURES								
01-200-211-5599	MISCELLANEOUS OTHER	10,923.68	3,888.00	3,858.00	7,000.00	4,815.00	-2,185.00	-31.21%
Total Category: 55 - OTHER EXPENDITURES:		**10,923.68**	**3,888.00**	**3,858.00**	**7,000.00**	**4,815.00**	**-2,185.00**	**-31.21%**
Total Activity: 211 - Parking Enforcement:		**25,927.85**	**18,240.31**	**11,429.94**	**21,183.00**	**18,998.00**	**-2,185.00**	**-10.31%**
Activity: 212 - Speed Cameras								
Category: 51 - SALARY & WAGES								
01-200-212-5103	SALARY - OT	46.41	18,362.05	11,096.88	18,000.00	18,000.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**46.41**	**18,362.05**	**11,096.88**	**18,000.00**	**18,000.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-212-5260	F I C A / MEDICARE - PE	3.55	1,148.47	853.88	1,377.00	1,377.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**3.55**	**1,148.47**	**853.88**	**1,377.00**	**1,377.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-200-212-5399	OTHER CONTRACTED SERVICES	50.00	184,092.90	128,932.00	177,600.00	190,800.00	13,200.00	7.43%
Total Category: 53 - CONTRACTED SERVICES:		**50.00**	**184,092.90**	**128,932.00**	**177,600.00**	**190,800.00**	**13,200.00**	**7.43%**
Category: 55 - OTHER EXPENDITURES								
01-200-212-5599	MISCELLANEOUS OTHER	130.01	898.14	0.00	1,500.00	1,500.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**130.01**	**898.14**	**0.00**	**1,500.00**	**1,500.00**	**0.00**	**0.00%**
Total Activity: 212 - Speed Cameras:		**229.97**	**204,501.56**	**140,882.76**	**198,477.00**	**211,677.00**	**13,200.00**	**6.65%**
Activity: 213 - UMMC - Unv MD Med Ctr								
Category: 51 - SALARY & WAGES								
01-200-213-5103	SALARY - OT	61,550.07	4,771.98	35,114.23	0.00	52,000.00	52,000.00	0.00%
01-200-213-5120	REGULAR FT SWORN SALARY	153,828.89	145,465.87	39,322.57	157,259.00	78,520.00	-78,739.00	-50.07%
Total Category: 51 - SALARY & WAGES:		**215,378.96**	**150,237.85**	**74,436.80**	**157,259.00**	**130,520.00**	**-26,739.00**	**-17.00%**
Category: 52 - FRINGE BENEFITS								
01-200-213-5260	F I C A / MEDICARE	16,476.50	11,493.19	5,266.01	12,030.00	10,545.00	-1,485.00	-12.34%
01-200-213-5299	UMMC - FRINGE BENEFITS	27,657.56	23,497.46	7,350.51	29,317.00	36,500.00	7,183.00	24.50%
Total Category: 52 - FRINGE BENEFITS:		**44,134.06**	**34,990.65**	**12,616.52**	**41,347.00**	**47,045.00**	**5,698.00**	**13.78%**
Category: 53 - CONTRACTED SERVICES								
01-200-213-5399	OTHER CONTRACTED SERVICES	1,716.00	1,453.72	397.50	1,716.00	0.00	-1,716.00	-100.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,716.00**	**1,453.72**	**397.50**	**1,716.00**	**0.00**	**-1,716.00**	**-100.00%**
Category: 55 - OTHER EXPENDITURES								
01-200-213-5599	MISCELLANEOUS OTHER	11,442.96	14,081.02	927.12	11,443.00	0.00	-11,443.00	-100.00%
Total Category: 55 - OTHER EXPENDITURES:		**11,442.96**	**14,081.02**	**927.12**	**11,443.00**	**0.00**	**-11,443.00**	**-100.00%**
Total Activity: 213 - UMMC - Unv MD Med Ctr:		**272,671.98**	**200,763.24**	**88,377.94**	**211,765.00**	**177,565.00**	**-34,200.00**	**-16.15%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 214 - Police Reform								
Category: 53 - CONTRACTED SERVICES								
01-200-214-5399	OTHER CONTRACTED SERVICES	7,196.95	1,202.05	9,043.71	20,000.00	20,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**7,196.95**	**1,202.05**	**9,043.71**	**20,000.00**	**20,000.00**	**0.00**	**0.00%**
Total Activity: 214 - Police Reform:		**7,196.95**	**1,202.05**	**9,043.71**	**20,000.00**	**20,000.00**	**0.00**	**0.00%**
Activity: 220 - Public Safety Cadet Program (Formerly Explorer Post)								
Category: 51 - SALARY & WAGES								
01-200-220-5103	SALARY - OT @ 1.5	1,190.99	0.00	0.00	1,200.00	1,200.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**1,190.99**	**0.00**	**0.00**	**1,200.00**	**1,200.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-220-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-220-5260	F I C A / MEDICARE	232.27	13.15	3.85	92.00	92.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**232.27**	**13.15**	**3.85**	**92.00**	**92.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-200-220-5499	SUPPLIES - OTHER	56.16	0.00	218.28	750.00	750.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**56.16**	**0.00**	**218.28**	**750.00**	**750.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-200-220-5599	MISCELLANEOUS OTHER	4,013.16	995.00	950.00	3,800.00	2,500.00	-1,300.00	-34.21%
Total Category: 55 - OTHER EXPENDITURES:		**4,013.16**	**995.00**	**950.00**	**3,800.00**	**2,500.00**	**-1,300.00**	**-34.21%**
Total Activity: 220 - Public Safety Cadet Program (Formerly Exp..		**5,492.58**	**1,008.15**	**1,172.13**	**5,842.00**	**4,542.00**	**-1,300.00**	**-22.25%**
Activity: 270 - Speed Awareness								
Category: 55 - OTHER EXPENDITURES								
01-200-270-5599	MISCELLANEOUS OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 270 - Speed Awareness:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 365 - Storms								
Category: 54 - SUPPLIES & MATERIALS								
01-200-365-5499	SUPPLIES - OTHER	0.00	324.81	179.97	1,000.00	1,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**324.81**	**179.97**	**1,000.00**	**1,000.00**	**0.00**	**0.00%**
Total Activity: 365 - Storms:		**0.00**	**324.81**	**179.97**	**1,000.00**	**1,000.00**	**0.00**	**0.00%**
Activity: 470 - Special Events								
Category: 51 - SALARY & WAGES								
01-200-470-5102	SALARY - OT @ 1.0	589.45	595.47	1,156.62	0.00	0.00	0.00	0.00%
01-200-470-5103	SALARY - OT @ 1.5	7,653.03	8,918.37	7,911.07	14,808.00	14,808.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-200-470-5120	REGULAR FT SWORN SALARY	239.25	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**8,481.73**	**9,513.84**	**9,067.69**	**14,808.00**	**14,808.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-200-470-5205	DENTAL	0.72	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5215	HEALTH INSURANCE	35.98	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5220	LIFE INSURANCE W/H	2.14	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-470-5260	F I C A / MEDICARE	647.98	699.66	698.06	0.00	1,133.00	1,133.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**686.82**	**699.66**	**698.06**	**0.00**	**1,133.00**	**1,133.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-200-470-5399	OTHER CONTRACTED SERVICES	1,631.80	1,043.00	0.00	3,550.00	3,550.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,631.80**	**1,043.00**	**0.00**	**3,550.00**	**3,550.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-200-470-5499	SUPPLIES - PD Events	6,556.59	9,086.07	427.34	9,130.00	9,130.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**6,556.59**	**9,086.07**	**427.34**	**9,130.00**	**9,130.00**	**0.00**	**0.00%**
	Total Activity: 470 - Special Events:	**17,356.94**	**20,342.57**	**10,193.09**	**27,488.00**	**28,621.00**	**1,133.00**	**4.12%**
	Total Department: 200 - POLICE DEPARTMENT:	**4,346,866.92**	**4,562,145.54**	**3,141,145.27**	**4,866,157.00**	**5,844,256.00**	**978,099.00**	**20.10%**
	Report Total:	**4,346,866.92**	**4,562,145.54**	**3,141,145.27**	**4,866,157.00**	**5,844,256.00**	**978,099.00**	**20.10%**

Inspections & Code Enforcement Department

Department Overview

The Code Enforcement Department plays a vital role in protecting the health, safety, and quality of life of the community. The Department ensures compliance with local ordinances, zoning regulations, and property maintenance standards through fair, consistent, and proactive enforcement. These efforts help preserve neighborhood integrity, prevent blight, and promote a safe, sustainable environment for residents, businesses, and visitors.

The Department maintains community standards by actively monitoring both residential and commercial areas. Through daily patrols, staff identify potential violations early and respond quickly to concerns, minimizing risks and supporting a high level of service. In addition, the Department works collaboratively with homeowners associations, community groups, and property owners to provide education, guidance, and support in achieving compliance.

Code Enforcement plays an important role in fostering communication and trust between the Town and its residents. By responding promptly to complaints, utilizing tools such as the Citizen Request Tracker, and monitoring community feedback channels, the Department enhances transparency, responsiveness, and public engagement.

Through these efforts, the Department directly advances the Town's strategic priorities. It supports Community Safety and Well-Being by addressing unsafe structures and hazardous conditions, Neighborhood Preservation and Quality of Life by preventing deterioration and maintaining property standards, and Economic Vitality by promoting an attractive and well-maintained environment that encourages investment and business activity. The Department also contributes to Operational Excellence and Good Governance through consistent enforcement practices, clear communication, and accountability.

FY2025 Performance Highlights

The Code Enforcement Department continued to strengthen service delivery and operational effectiveness. The Department maintained a high rate of voluntary compliance through consistent enforcement and improved case management, supported by the implementation of new software systems. Proactive inspection efforts were expanded, including evening and weekend hours, allowing staff to identify and address issues earlier and more efficiently.

Customer service and responsiveness also improved through enhanced internal processes and the use of digital tools, enabling faster response times and clearer communication with residents and property owners throughout the enforcement process.

Key activity levels in FY2025 included:

- 159 rental inspections conducted
- 170 property maintenance complaints investigated
- 134 inoperative vehicle violations addressed

- 77 zoning violations investigated
- 51 health and safety inspections completed
- 54 building violations identified requiring enforcement
- 36 civil citations issued for noncompliance

These metrics reflect the Department's active role in maintaining community standards and addressing a growing volume of enforcement activity.

FY2027 Budget Overview

The FY2027 budget for the Code Enforcement Department is $353,242, representing a 44.80% decrease from FY2026. This reduction is primarily due to inspection-related costs being paid directly by the residents or developer to the vendor rather than through the Town's operating budget.

Personnel costs total $192,780, reflecting a 3.75% increase to support staffing and maintain service levels. The overall budget reflects a continued commitment to effective enforcement while aligning expenditures with operational changes and cost efficiencies.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 230 - INSPECTIONS & ENFORCEMENT							
51 - SALARY & WAGES	$ 183,353	$ 190,576	$ 120,022	$ 185,820	$ 192,780	$ 6,960	3.75
52 - FRINGE BENEFITS	$ 73,437	$ 83,019	$ 66,446	$ 86,890	$ 91,896	$ 5,006	5.76
53 - CONTRACTED SERVICES	$ 681,557	$ 963,915	$ 297,100	$ 357,526	$ 57,770	$ (299,756)	-83.84
54 - SUPPLIES & MATERIALS	$ 8,186	$ 4,913	$ 2,298	$ 9,526	$ 8,326	$ (1,200)	-12.60
55 - OTHER EXPENDITURES	$ 530	$ 523	$ 426	$ 200	$ 2,720	$ 2,520	1260.00
56 - CAPITAL OUTLAY	$ 550	$ 39,131	$ -	$ -	$ -	$ -	0.00
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 947,613**	**$ 1,282,076**	**$ 486,292**	**$ 639,962**	**$ 353,492**	**$ (286,470)**	**-44.76**

FY2027 Priorities

In FY2027, the Code Enforcement Department will focus on modernizing and strengthening the Town's regulatory framework and enforcement practices. A key initiative will be a comprehensive review and update of the Town Code to ensure regulations remain clear, enforceable, and aligned with current community needs and operational practices.

This effort will include:

- Evaluating and updating outdated or conflicting code provisions
- Incorporating best practices from comparable jurisdictions
- Coordinating with departments such as Police and Public Works

Key areas of focus include:

- Updating solicitor and peddler regulations to reflect modern practices
- Enhancing grease interceptor requirements to support environmental protection

- Clarifying burn regulations to ensure compliance with state standards
- Modernizing commercial signage standards to balance economic visibility with community aesthetics and safety

Through these initiatives, the Department will continue to improve enforcement effectiveness, support community standards, and enhance the overall quality of life in the Town.

Inspections & Code Enforcement Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 230 - INSPECTIONS & ENFORCEMENT								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-230-001-5102	SALARY - OT @ 1.0	117.76	53.26	0.00	0.00	0.00	0.00	0.00%
01-230-001-5103	SALARY - OT @ 1.5	741.91	82.83	0.00	500.00	500.00	0.00	0.00%
01-230-001-5110	REGULAR FT CIVILIAN SALARY	182,295.26	190,439.43	120,022.48	185,320.00	192,280.00	6,960.00	3.76%
01-230-001-5160	BONUSES	198.31	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**183,353.24**	**190,575.52**	**120,022.48**	**185,820.00**	**192,780.00**	**6,960.00**	**3.75%**
Category: 52 - FRINGE BENEFITS								
01-230-001-5205	DENTAL	814.83	929.22	605.76	920.00	1,020.00	100.00	10.87%
01-230-001-5215	HEALTH INSURANCE	30,443.38	35,554.98	25,505.84	37,150.00	40,380.00	3,230.00	8.69%
01-230-001-5220	LIFE INSURANCE W/H	1,452.45	1,643.73	737.70	1,590.00	2,230.00	640.00	40.25%
01-230-001-5230	WORKERS' COMPENSATION	6,655.00	8,788.95	6,722.60	8,430.00	7,550.00	-880.00	-10.44%
01-230-001-5245	MSRPS PENSION	20,153.00	21,932.39	23,932.00	24,610.00	25,996.00	1,386.00	5.63%
01-230-001-5260	F I C A / MEDICARE	13,917.94	14,169.65	8,941.75	14,190.00	14,720.00	530.00	3.74%
	Total Category: 52 - FRINGE BENEFITS:	**73,436.60**	**83,018.92**	**66,445.65**	**86,890.00**	**91,896.00**	**5,006.00**	**5.76%**
Category: 53 - CONTRACTED SERVICES								
01-230-001-5300	ADS & NOTICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5312	INSURANCE - LIABILITY	582.00	1,422.29	936.40	1,465.00	1,080.00	-385.00	-26.28%
01-230-001-5316	INSURANCE - VEHICLE	723.05	1,224.30	1,642.23	1,261.00	1,890.00	629.00	49.88%
01-230-001-5325	LICENSES/USER FEES	0.00	189.00	246.00	0.00	0.00	0.00	0.00%
01-230-001-5333	M&R-VEHICLES	1,167.88	2,740.57	450.26	2,000.00	2,000.00	0.00	0.00%
01-230-001-5340	POSTAGE / DELIVERY	546.00	600.41	456.00	300.00	300.00	0.00	0.00%
01-230-001-5345	PRINTING / REPRODUCTION SE	0.00	274.06	174.98	300.00	300.00	0.00	0.00%
01-230-001-5351	PROF SVCS-ATTORNEY	0.00	400.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5355	PROF SVCS-INSPECTION SVCS	662,060.32	955,319.74	289,412.35	350,000.00	50,000.00	-300,000.00	-85.71%
01-230-001-5382	TELEPHONE-WIRELESS-DATA/V	920.53	143.27	0.00	1,000.00	1,000.00	0.00	0.00%
01-230-001-5383	TELEPHONE-WIRELESS-VOICE	2,757.46	1,412.72	1,002.21	1,200.00	1,200.00	0.00	0.00%
01-230-001-5399	OTHER CONTRACTED SERVICES	12,800.00	189.00	2,780.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**681,557.24**	**963,915.36**	**297,100.43**	**357,526.00**	**57,770.00**	**-299,756.00**	**-83.84%**
Category: 54 - SUPPLIES & MATERIALS								
01-230-001-5410	FUEL - GAS/DIESEL/OTHER	7,138.34	3,803.08	1,937.62	6,626.00	6,626.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-230-001-5420	OFFICE SUPPLIES	79.66	366.62	101.96	200.00	200.00	0.00	0.00%
01-230-001-5445	UNIFORMS/SHOES/BOOTS	76.62	334.96	0.00	500.00	500.00	0.00	0.00%
01-230-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	386.97	229.99	0.00	0.00	0.00	0.00%
01-230-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	0.00	1,200.00	0.00	-1,200.00	-100.00%
01-230-001-5499	SUPPLIES - OTHER	891.79	21.14	27.98	1,000.00	1,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**8,186.41**	**4,912.77**	**2,297.55**	**9,526.00**	**8,326.00**	**-1,200.00**	**-12.60%**
Category: 55 - OTHER EXPENDITURES								
01-230-001-5510	DUES/MEMBERSHIPS	60.00	78.75	326.25	0.00	0.00	0.00	0.00%
01-230-001-5525	HOSPITALITY/REFRESHMENTS/	0.00	0.00	0.00	200.00	300.00	100.00	50.00%
01-230-001-5560	REFERENCE MATERIALS-BOOKS	0.00	204.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5571	LODGING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5572	MEALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5574	REGISTRATION	470.00	240.00	100.00	0.00	2,420.00	2,420.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**530.00**	**522.75**	**426.25**	**200.00**	**2,720.00**	**2,520.00**	**1,260.00%**
Total Activity: 001 - General Operations:		**947,063.49**	**1,242,945.32**	**486,292.36**	**639,962.00**	**353,492.00**	**-286,470.00**	**-44.76%**
Total Department: 230 - INSPECTIONS & ENFORCEMENT:		**947,063.49**	**1,242,945.32**	**486,292.36**	**639,962.00**	**353,492.00**	**-286,470.00**	**-44.76%**
Report Total:		**947,063.49**	**1,242,945.32**	**486,292.36**	**639,962.00**	**353,492.00**	**-286,470.00**	**-44.76%**

Emergency Preparedness Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 240 - EMERGENCY PREPAREDNESS								
Activity: 001 - General Operations								
Category: 53 - CONTRACTED SERVICES								
01-240-001-5359	OTHER PROFESSIONAL SERVICE	5,931.25	15,111.03	12,950.02	9,180.00	13,804.00	4,624.00	50.37%
Total Category: 53 - CONTRACTED SERVICES:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**
Total Activity: 001 - General Operations:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**
Total Department: 240 - EMERGENCY PREPAREDNESS:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**
Report Total:		**5,931.25**	**15,111.03**	**12,950.02**	**9,180.00**	**13,804.00**	**4,624.00**	**50.37%**

Engineering Department

Department Overview

The Engineering Department is being established in FY2027 to strengthen the Town's ability to plan, design, and deliver critical infrastructure and capital improvement projects. This new department will provide dedicated project management and technical support for Public Works, Water, Sewer, and Stormwater operations, ensuring that infrastructure investments are efficiently implemented and aligned with the Town's long-term needs.

The Department will play a central role in coordinating capital projects, managing consultants, supporting construction oversight, and assisting with facility planning and infrastructure improvements. By centralizing these functions, the Engineering Department will improve project delivery, enhance coordination across departments, and ensure consistent application of engineering standards and best practices.

The Engineering Department directly supports the Town's strategic priorities. It advances Operational Excellence by improving project management processes and ensuring efficient use of resources. It contributes to Public Service Readiness by supporting the development and maintenance of critical infrastructure systems. The Department also supports Economic Prosperity by facilitating infrastructure necessary for growth and development, and Good Governance through transparent, well-managed capital planning and execution.

FY2027 Budget Overview

The FY2027 budget establishes the Engineering Department as a new function within the Town's organizational structure. Funding supports the creation of dedicated engineering and project management capacity to oversee an increasing volume of infrastructure and capital improvement projects.

This investment reflects the Town's commitment to proactive infrastructure planning, improved coordination, and long-term asset management. By building internal capacity, the Town will reduce reliance on external resources over time while improving project efficiency and oversight.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 305 - ENGINEERING							
51 - SALARY & WAGES	$ -	$ -	$ -	$ -	$ 141,174	$ 141,174	0.00
52 - FRINGE BENEFITS	$ -	$ -	$ -	$ -	$ 70,086	$ 70,086	0.00
Department Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 211,260**	**$ 211,260**	**0.00**

FY2027 Priorities

In FY2027, the Engineering Department will focus on establishing core functions and supporting priority infrastructure initiatives. Key priorities include:

- Developing standardized project management processes and procedures
- Supporting Public Works, Water, Sewer, and Stormwater capital projects
- Coordinating with departments to identify and prioritize infrastructure needs
- Assisting with facility planning and long-term asset management strategies
- Managing consultant services and improving project oversight
- Enhancing coordination to ensure projects are delivered on time and within budget

The creation of the Engineering Department represents a strategic investment in the Town's future. By strengthening project management and infrastructure planning capabilities, the Department will support efficient service delivery, sustainable growth, and the long-term reliability of the Town's critical systems.

Engineering Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 305 - ENGINEERING								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-305-001-5110	REGULAR FT CIVILIAN SALARY	0.00	0.00	0.00	0.00	141,174.00	141,174.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**0.00**	**0.00**	**0.00**	**0.00**	**141,174.00**	**141,174.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-305-001-5205	DENTAL	0.00	0.00	0.00	0.00	510.00	510.00	0.00%
01-305-001-5215	HEALTH INSURANCE	0.00	0.00	0.00	0.00	32,510.00	32,510.00	0.00%
01-305-001-5220	LIFE INSURANCE W/H	0.00	0.00	0.00	0.00	1,640.00	1,640.00	0.00%
01-305-001-5230	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	5,540.00	5,540.00	0.00%
01-305-001-5245	MSRPS PENSION	0.00	0.00	0.00	0.00	19,086.00	19,086.00	0.00%
01-305-001-5260	F I C A / MEDICARE	0.00	0.00	0.00	0.00	10,800.00	10,800.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**0.00**	**0.00**	**0.00**	**0.00**	**70,086.00**	**70,086.00**	**0.00%**
	Total Activity: 001 - General Operations:	**0.00**	**0.00**	**0.00**	**0.00**	**211,260.00**	**211,260.00**	**0.00%**
	Total Department: 305 - ENGINEERING:	**0.00**	**0.00**	**0.00**	**0.00**	**211,260.00**	**211,260.00**	**0.00%**
	Report Total:	**0.00**	**0.00**	**0.00**	**0.00**	**211,260.00**	**211,260.00**	**0.00%**

Public Works Departments
(General Fund)

Department Overview

The Public Works Department is responsible for maintaining and enhancing the Town's infrastructure to support a high quality of life for residents, businesses, and visitors. The Department provides essential services including road maintenance, park operations, fleet services, and emergency response activities such as snow removal and storm recovery.

Public Works serves as the backbone of municipal operations, ensuring that critical systems function safely, reliably, and efficiently. Through proactive maintenance, capital planning, and service delivery, the Department supports daily operations while preparing infrastructure for future growth.

The Department directly advances the Town's strategic priorities. It supports Operational Excellence through efficient service delivery and infrastructure management, Public Service Readiness by maintaining critical systems and responding to emergencies, and Community Identity by ensuring public spaces are clean, safe, and well-maintained. Public Works also contributes to Economic Prosperity by supporting infrastructure necessary for development and business activity, and to Good Governance through responsible stewardship of public resources.

FY2026 Performance Highlights

In FY2026, the Department made measurable progress across multiple service areas. Key accomplishments included advancement of the Wills Park Playground project and continued improvements to the Public Works yard.

Operational activity remained high, with hundreds of service requests and maintenance activities completed, including infrastructure maintenance. The Department also fleet maintenance operations and Miss Utility locates, demonstrating the broad scope of services provided.

The Department continues to address challenges related to workforce development, fleet modernization, and organizational culture, all of which are critical to long-term service delivery and operational efficiency.

FY2027 Budget Overview

The FY2027 Public Works budget reflects a balanced approach to maintaining service levels while investing in infrastructure, personnel, and equipment across multiple divisions:

- **Public Works Administration:** $707,371 (**-7.65%**)
- **Facility Operations:** $2,324,037 (**+4.22%**)

- **Fleet Maintenance:** $152,172 (**-17.02%**)
- **Streets:** $1,649,446 (**+16.50%**)
- **Parks:** $2,347,200 (**+4.10%**)

Key investments include facility improvements, fleet replacement, roadway rehabilitation, and park enhancements, while cost reductions reflect efficiencies such as staffing adjustments and prior capital purchases.

FY2027 Priorities

In FY2027, the Public Works Department will focus on:

- Continuing organizational culture improvements and workforce development
- Advancing infrastructure maintenance
- Supporting recruitment and retention of skilled staff
- Modernizing fleet and equipment to improve service reliability

Public Works Administration Department Description:

The Public Works Administration is essential to ensuring the Town's infrastructure and facilities are well-maintained, functional, and aligned with the community's needs. This department oversees the supervision and administration of various public works functions, including facilities management, operations and maintenance, and capital planning, all of which are crucial for supporting the Town's vision and mission.

The department directs resources toward providing reliable, efficient, and effective facilities that serve as the foundation for municipal services. These facilities not only ensure the safety and comfort of Town employees but also offer residents, elected officials, and visitors a welcoming, functional environment. Public Works Administration is committed to maintaining high standards of service that are competent, courteous, and customer-oriented, ensuring that all stakeholders receive the support they need.

Investing in Public Works Administration is critical for maintaining the Town's infrastructure and facilities, enabling the department to support the growth and development of the community. Adequate funding ensures that resources are allocated effectively to provide consistent, high-quality services that improve the quality of life for residents and facilitate the work of Town staff and officials.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 300 - PUBLIC WORKS ADMINISTRATION							
51 - SALARY & WAGES	$ 444,094	$ 387,044	$ 223,574	$ 358,209	$ 389,287	$ 31,078	8.68
52 - FRINGE BENEFITS	$ 152,190	$ 162,445	$ 107,310	$ 145,893	$ 158,764	$ 12,871	8.82
53 - CONTRACTED SERVICES	$ 34,963	$ 37,366	$ 10,967	$ 121,078	$ 32,720	$ (88,358)	-72.98
54 - SUPPLIES & MATERIALS	$ 10,328	$ 6,662	$ 6,394	$ 12,354	$ 8,600	$ (3,754)	-30.39
55 - OTHER EXPENDITURES	$ 15,087	$ 10,713	$ 6,577	$ 13,460	$ 18,000	$ 4,540	33.73
56 - CAPITAL OUTLAY	$ 7,168	$ -	$ -	$ 115,000	$ 100,000	$ (15,000)	-13.04
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 663,831**	**$ 604,231**	**$ 354,823**	**$ 765,994**	**$ 707,371**	**$ (58,623)**	**-7.65**

Public Works Administration Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 300 - PUBLIC WORKS ADMINISTRATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-300-001-5102	SALARY - OT @ 1.0	0.48	374.41	44.56	0.00	0.00	0.00	0.00%
01-300-001-5103	SALARY - OT @ 1.5	3,489.18	1,466.70	314.69	1,000.00	1,000.00	0.00	0.00%
01-300-001-5110	REGULAR FT CIVILIAN SALARY	438,701.78	385,203.25	223,215.02	357,209.00	388,287.00	31,078.00	8.70%
01-300-001-5160	BONUSES	1,902.95	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**444,094.39**	**387,044.36**	**223,574.27**	**358,209.00**	**389,287.00**	**31,078.00**	**8.68%**
Category: 52 - FRINGE BENEFITS								
01-300-001-5205	DENTAL	1,795.16	1,567.84	927.58	1,840.00	2,040.00	200.00	10.87%
01-300-001-5215	HEALTH INSURANCE	56,208.17	50,786.86	31,405.92	56,090.00	60,920.00	4,830.00	8.61%
01-300-001-5220	LIFE INSURANCE W/H	3,164.47	3,147.62	2,217.42	3,060.00	4,510.00	1,450.00	47.39%
01-300-001-5230	WORKERS' COMPENSATION	12,356.00	14,819.30	8,729.56	10,040.00	9,070.00	-970.00	-9.66%
01-300-001-5245	MSRPS PENSION	44,374.97	62,662.95	47,005.00	47,436.00	52,494.00	5,058.00	10.66%
01-300-001-5260	F I C A / MEDICARE	32,521.01	29,460.54	17,024.41	27,427.00	29,730.00	2,303.00	8.40%
01-300-001-5270	EMPLOYEE - DRUG TESTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5280	EMPLOYEE - HEALTH EXAMS	1,770.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**152,189.78**	**162,445.11**	**107,309.89**	**145,893.00**	**158,764.00**	**12,871.00**	**8.82%**
Category: 53 - CONTRACTED SERVICES								
01-300-001-5300	ADS & NOTICES	264.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5310	INSURANCE - FLOOD	146.39	158.37	139.90	163.00	170.00	7.00	4.29%
01-300-001-5312	INSURANCE - LIABILITY	1,299.45	1,210.45	1,869.20	1,247.00	2,160.00	913.00	73.22%
01-300-001-5314	INSURANCE - PROPERTY	1,474.98	1,521.69	1,895.47	1,567.00	2,180.00	613.00	39.12%
01-300-001-5316	INSURANCE - VEHICLE	1,559.23	874.72	701.30	901.00	1,610.00	709.00	78.69%
01-300-001-5325	LICENSES/USER FEES	19,079.96	19,361.28	4,545.26	21,400.00	21,400.00	0.00	0.00%
01-300-001-5333	M&R-VEHICLES	940.56	284.56	60.00	1,000.00	1,000.00	0.00	0.00%
01-300-001-5345	PRINTING / REPRODUCTION SE	280.77	115.52	0.00	0.00	0.00	0.00	0.00%
01-300-001-5351	PROF SVCS-ATTORNEY	200.00	900.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	0.00	90,000.00	0.00	-90,000.00	-100.00%
01-300-001-5382	TELEPHONE-WIRELESS-DATA/V	2,700.82	3,524.19	825.44	3,000.00	3,000.00	0.00	0.00%
01-300-001-5383	TELEPHONE-WIRELESS-VOICE	1,617.00	1,237.50	930.70	1,800.00	1,200.00	-600.00	-33.33%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-300-001-5399	OTHER CONTRACTED SERVICES	5,400.33	8,177.32	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**34,963.49**	**37,365.60**	**10,967.27**	**121,078.00**	**32,720.00**	**-88,358.00**	**-72.98%**
Category: 54 - SUPPLIES & MATERIALS								
01-300-001-5410	FUEL - GAS/DIESEL/OTHER	5,965.19	1,761.73	1,707.75	3,404.00	3,600.00	196.00	5.76%
01-300-001-5420	OFFICE SUPPLIES	1,629.29	782.48	649.72	1,500.00	1,500.00	0.00	0.00%
01-300-001-5445	UNIFORMS/SHOES/BOOTS	1,233.44	2,233.87	1,201.19	3,450.00	3,500.00	50.00	1.45%
01-300-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	1,938.74	4,000.00	0.00	-4,000.00	-100.00%
01-300-001-5458	SM CAP - OTHER EQUIP	0.00	229.99	151.60	0.00	0.00	0.00	0.00%
01-300-001-5499	SUPPLIES - OTHER	1,500.10	1,654.42	745.28	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**10,328.02**	**6,662.49**	**6,394.28**	**12,354.00**	**8,600.00**	**-3,754.00**	**-30.39%**
Category: 55 - OTHER EXPENDITURES								
01-300-001-5510	DUES/MEMBERSHIPS	548.33	433.00	449.00	800.00	800.00	0.00	0.00%
01-300-001-5525	HOSPITALITY/REFRESHMENTS/	1,978.77	4,915.66	608.04	4,500.00	4,500.00	0.00	0.00%
01-300-001-5570	INCIDENTALS-PARKING, TOLLS,	285.26	60.00	114.00	60.00	100.00	40.00	66.67%
01-300-001-5571	LODGING	3,078.56	0.00	978.49	2,400.00	2,600.00	200.00	8.33%
01-300-001-5572	MEALS	364.00	103.95	508.15	900.00	1,000.00	100.00	11.11%
01-300-001-5573	MILEAGE-LOCAL	0.00	0.00	754.60	0.00	0.00	0.00	0.00%
01-300-001-5574	REGISTRATION	8,489.00	5,200.68	2,625.00	2,000.00	6,000.00	4,000.00	200.00%
01-300-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	343.26	0.00	0.00	2,800.00	3,000.00	200.00	7.14%
01-300-001-5599	MISCELLANEOUS OTHER	0.00	0.00	539.73	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**15,087.18**	**10,713.29**	**6,577.01**	**13,460.00**	**18,000.00**	**4,540.00**	**33.73%**
Total Activity: 001 - General Operations:		**656,662.86**	**604,230.85**	**354,822.72**	**650,994.00**	**607,371.00**	**-43,623.00**	**-6.70%**
Total Department: 300 - PUBLIC WORKS ADMINISTRATION:		**656,662.86**	**604,230.85**	**354,822.72**	**650,994.00**	**607,371.00**	**-43,623.00**	**-6.70%**
Report Total:		**656,662.86**	**604,230.85**	**354,822.72**	**650,994.00**	**607,371.00**	**-43,623.00**	**-6.70%**

Public Works Facility Maintenance Department Description:

The Public Works Facility Operations Department is responsible for managing and maintaining all public facilities in the Town of La Plata, ensuring they are safe, functional, and well-maintained. This department oversees the comprehensive operations required for the upkeep of various Town properties, including Town Hall, the Police Department Station, the Public Works Building, four residential rental properties, the Wills Park Community Building, Train Station Museum, Fire Station, police storage facilities, the Dorchester Community Center, Town Hall concession stand, Tilghman Lake bathroom, and two Town signs.

To efficiently manage these facilities, the Town employs a third-party contractor to provide specialized facility management labor. This approach ensures that the department can maintain the buildings to a high standard while managing operational costs effectively.

Investing in the Public Works Facility Operations Department is essential to maintaining the Town's physical assets, ensuring that all facilities are fully functional, safe, and accessible to residents, staff, and visitors. Adequate funding allows the department to meet the operational and maintenance needs of these diverse properties, supporting the long-term sustainability and service delivery of the Town's public spaces and resources.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 310 - FACILITIES MAINT & OPERATIONS							
51 - SALARY & WAGES	$ 65,608	$ 99,401	$ 67,355	$ 110,299	$ 204,178	$ 93,879	85.11
52 - FRINGE BENEFITS	$ 35,372	$ 45,234	$ 46,580	$ 53,514	$ 121,508	$ 67,994	127.06
53 - CONTRACTED SERVICES	$ 316,351	$ 347,144	$ 267,538	$ 250,693	$ 330,801	$ 80,108	31.95
54 - SUPPLIES & MATERIALS	$ 10,444	$ 27,957	$ 12,340	$ 19,504	$ 23,550	$ 4,046	20.74
55 - OTHER EXPENDITURES	$ -	$ 354	$ -	$ -	$ -	$ -	0.00
56 - CAPITAL OUTLAY	$ 5,476	$ 15,023	$ 16,581	$ 1,645,825	$ 1,644,000	$ (1,825)	-0.11
59 - OTHER FINANCING USES	$ 150,000	$ 150,000	$ 75,000	$ 150,000	$ -	$ (150,000)	-100.00
Department Total	**$ 583,251**	**$ 685,112**	**$ 485,394**	**$ 2,229,835**	**$ 2,324,037**	**$ 94,202**	**4.22**

Facilities Maintenance Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 310 - FACILITIES MAINT & OPERATIONS								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-310-001-5100	SALARY - PT	0.00	3,915.04	3,569.18	0.00	0.00	0.00	0.00%
01-310-001-5102	SALARY - OT @ 1.0	5.49	533.61	393.53	0.00	0.00	0.00	0.00%
01-310-001-5103	SALARY - OT @ 1.5	101.37	1,880.18	1,163.90	0.00	0.00	0.00	0.00%
01-310-001-5110	REGULAR FT CIVILIAN SALARY	58,145.56	86,734.43	56,985.48	97,279.00	186,525.00	89,246.00	91.74%
01-310-001-5160	MERIT/BONUSES	191.45	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**58,443.87**	**93,063.26**	**62,112.09**	**97,279.00**	**186,525.00**	**89,246.00**	**91.74%**
Category: 52 - FRINGE BENEFITS								
01-310-001-5205	DENTAL	467.07	746.73	499.80	770.00	1,390.00	620.00	80.52%
01-310-001-5215	HEALTH INSURANCE	19,707.24	22,241.07	20,852.23	23,460.00	65,470.00	42,010.00	179.07%
01-310-001-5220	LIFE INSURANCE W/H	580.51	840.25	572.15	1,130.00	2,080.00	950.00	84.07%
01-310-001-5230	WORKERS' COMPENSATION	2,660.00	4,188.34	3,486.48	4,440.00	7,340.00	2,900.00	65.32%
01-310-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	1,749.00	1,749.00	0.00%
01-310-001-5245	MSRPS PENSION	7,116.88	9,623.70	15,557.00	14,642.00	27,060.00	12,418.00	84.81%
01-310-001-5260	F I C A / MEDICARE	4,292.20	7,109.25	4,845.33	7,470.00	14,310.00	6,840.00	91.57%
	Total Category: 52 - FRINGE BENEFITS:	**34,823.90**	**44,749.34**	**45,812.99**	**51,912.00**	**119,399.00**	**67,487.00**	**130.00%**
Category: 53 - CONTRACTED SERVICES								
01-310-001-5310	INSURANCE - FLOOD	146.39	159.36	707.16	164.00	820.00	656.00	400.00%
01-310-001-5312	INSURANCE - LIABILITY	356.03	590.10	1,012.02	608.00	2,260.00	1,652.00	271.71%
01-310-001-5314	INSURANCE - PROPERTY	1,476.83	1,570.81	9,649.91	1,618.00	11,070.00	9,452.00	584.18%
01-310-001-5316	INSURANCE - VEHICLE	641.73	641.89	723.30	661.00	830.00	169.00	25.57%
01-310-001-5333	M&R-VEHICLES	602.70	7.35	660.41	1,000.00	1,000.00	0.00	0.00%
01-310-001-5338	M&R-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-001-5360	RENTS	0.00	0.00	0.00	0.00	62,000.00	62,000.00	0.00%
01-310-001-5382	TELEPHONE-WIRELESS-DATA/V	480.12	480.12	320.08	500.00	600.00	100.00	20.00%
01-310-001-5383	TELEPHONE-WIRELESS-VOICE	412.50	302.80	573.12	400.00	1,800.00	1,400.00	350.00%
01-310-001-5399	OTHER CONTRACTED SERVICES	17,391.77	80,706.37	58,021.14	5,000.00	5,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**21,508.07**	**84,458.80**	**71,667.14**	**9,951.00**	**85,380.00**	**75,429.00**	**758.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-001-5405	CUSTODIAL SUPPLIES	50.18	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-310-001-5410	FUEL - GAS/DIESEL/OTHER	929.60	812.58	722.60	1,196.00	2,500.00	1,304.00	109.03%
01-310-001-5415	MAINTENANCE/SHOP SUPPLIES	1,484.55	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-001-5445	UNIFORMS/SHOES/BOOTS	0.00	1,268.33	1,404.75	1,608.00	2,000.00	392.00	24.38%
01-310-001-5499	SUPPLIES - OTHER	272.65	195.59	481.54	300.00	400.00	100.00	33.33%
	Total Category: 54 - SUPPLIES & MATERIALS:	**2,736.98**	**2,276.50**	**2,608.89**	**3,104.00**	**4,900.00**	**1,796.00**	**57.86%**
	Total Activity: 001 - General Operations:	**117,512.82**	**224,547.90**	**182,201.11**	**162,246.00**	**396,204.00**	**233,958.00**	**144.20%**
Activity: 880 - LPVFD								
Category: 59 - OTHER FINANCING USES								
01-310-880-5909	OTHER LOAN PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 880 - LPVFD:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 900 - Town Hall								
Category: 51 - SALARY & WAGES								
01-310-900-5100	SALARY - PT	4,656.73	4,119.59	3,407.99	9,105.00	13,738.00	4,633.00	50.88%
	Total Category: 51 - SALARY & WAGES:	**4,656.73**	**4,119.59**	**3,407.99**	**9,105.00**	**13,738.00**	**4,633.00**	**50.88%**
Category: 52 - FRINGE BENEFITS								
01-310-900-5230	WORKMAN'S COMPENSATION	0.00	0.00	257.00	420.00	550.00	130.00	30.95%
01-310-900-5260	F I C A / MEDICARE	356.27	315.13	260.75	700.00	1,060.00	360.00	51.43%
	Total Category: 52 - FRINGE BENEFITS:	**356.27**	**315.13**	**517.75**	**1,120.00**	**1,610.00**	**490.00**	**43.75%**
Category: 53 - CONTRACTED SERVICES								
01-310-900-5330	M&R-BUILDINGS	3,001.03	8,860.79	8,673.56	6,500.00	10,000.00	3,500.00	53.85%
01-310-900-5338	M&R-OTHER	9,697.18	1,198.00	724.20	0.00	0.00	0.00	0.00%
01-310-900-5370	ELECTRICITY-TOWN HALL	5,962.65	19,379.52	15,738.54	21,712.00	22,000.00	288.00	1.33%
01-310-900-5373	INTERNET SERVICE	2,079.87	1,919.88	319.98	2,000.00	2,000.00	0.00	0.00%
01-310-900-5399	OTHER CONTRACTED SERVICES	106,328.80	53,306.78	17,065.57	55,858.00	42,125.00	-13,733.00	-24.59%
	Total Category: 53 - CONTRACTED SERVICES:	**127,069.53**	**84,664.97**	**42,521.85**	**86,070.00**	**76,125.00**	**-9,945.00**	**-11.55%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-900-5405	CUSTODIAL SUPPLIES	1,328.54	1,049.85	1,194.80	1,250.00	1,500.00	250.00	20.00%
01-310-900-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-900-5430	REPAIR/REPLACEMENT PARTS/	78.11	3,948.26	0.00	500.00	500.00	0.00	0.00%
01-310-900-5450	SM CAP - BUILDING/SITE IMPR	0.00	15,290.00	0.00	0.00	0.00	0.00	0.00%
01-310-900-5499	TOWN HALL-SUPPLIES - OTHER	429.51	272.53	265.97	500.00	500.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**1,836.16**	**20,560.64**	**1,460.77**	**2,250.00**	**2,500.00**	**250.00**	**11.11%**
	Total Activity: 900 - Town Hall:	**133,918.69**	**109,660.33**	**47,908.36**	**98,545.00**	**93,973.00**	**-4,572.00**	**-4.64%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 901 - LPPD Station								
Category: 51 - SALARY & WAGES								
01-310-901-5100	SALARY - PT	2,507.50	2,218.27	1,834.89	3,915.00	3,915.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**2,507.50**	**2,218.27**	**1,834.89**	**3,915.00**	**3,915.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-310-901-5230	WORKMAN'S COMPENSATION	0.00	0.00	109.00	181.00	181.00	0.00	0.00%
01-310-901-5260	F I C A / MEDICARE	191.80	169.70	140.33	301.00	318.00	17.00	5.65%
	Total Category: 52 - FRINGE BENEFITS:	**191.80**	**169.70**	**249.33**	**482.00**	**499.00**	**17.00**	**3.53%**
Category: 53 - CONTRACTED SERVICES								
01-310-901-5330	M&R-BUILDINGS	729.49	11,489.49	-293.42	5,000.00	5,000.00	0.00	0.00%
01-310-901-5338	M&R-OTHER	3,586.00	1,522.76	0.00	5,000.00	5,000.00	0.00	0.00%
01-310-901-5370	ELECTRICITY-POLICE STN	7,418.36	9,339.33	7,129.18	10,624.00	10,624.00	0.00	0.00%
01-310-901-5371	NATURAL GAS/PROPANE/HEAT	5,888.53	7,779.51	5,214.11	7,000.00	7,000.00	0.00	0.00%
01-310-901-5373	INTERNET SERVICE	3,331.29	3,928.29	2,556.59	3,600.00	3,600.00	0.00	0.00%
01-310-901-5399	OTHER CONTRACTED SERVICES	21,298.90	11,609.97	5,261.12	9,256.00	8,056.00	-1,200.00	-12.96%
	Total Category: 53 - CONTRACTED SERVICES:	**42,252.57**	**45,669.35**	**19,867.58**	**40,480.00**	**39,280.00**	**-1,200.00**	**-2.96%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-901-5405	CUSTODIAL SUPPLIES	1,160.53	987.32	996.38	750.00	750.00	0.00	0.00%
01-310-901-5430	REPAIR/REPLACEMENT PARTS/	0.00	185.00	0.00	0.00	0.00	0.00	0.00%
01-310-901-5499	SUPPLIES - OTHER	514.39	450.44	188.58	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**1,674.92**	**1,622.76**	**1,184.96**	**750.00**	**750.00**	**0.00**	**0.00%**
	Total Activity: 901 - LPPD Station:	**46,626.79**	**49,680.08**	**23,136.76**	**45,627.00**	**44,444.00**	**-1,183.00**	**-2.59%**
Activity: 902 - Public Works Building								
Category: 53 - CONTRACTED SERVICES								
01-310-902-5330	M&R-BUILDINGS	1,134.64	7,828.36	8,318.99	5,000.00	7,500.00	2,500.00	50.00%
01-310-902-5338	M&R-OTHER	2,532.57	4,328.00	3,420.00	5,000.00	5,000.00	0.00	0.00%
01-310-902-5370	ELECTRICITY-PUBLIC WORKS BL	6,767.48	8,335.22	6,294.27	9,288.00	9,300.00	12.00	0.13%
01-310-902-5371	NATURAL GAS/PROPANE/HEAT	12,624.13	13,899.65	11,662.54	14,000.00	14,000.00	0.00	0.00%
01-310-902-5373	INTERNET SERVICE	1,429.87	1,209.89	1,594.18	1,400.00	2,800.00	1,400.00	100.00%
01-310-902-5399	OTHER CONTRACTED SERVICES	14,842.49	13,268.16	8,429.23	16,750.00	17,236.00	486.00	2.90%
	Total Category: 53 - CONTRACTED SERVICES:	**39,331.18**	**48,869.28**	**39,719.21**	**51,438.00**	**55,836.00**	**4,398.00**	**8.55%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-902-5405	CUSTODIAL SUPPLIES	706.75	697.98	365.93	700.00	700.00	0.00	0.00%
01-310-902-5410	FUEL - GAS/DIESEL/OTHER	208.91	0.00	0.00	300.00	300.00	0.00	0.00%
01-310-902-5415	MAINTENANCE/SHOP SUPPLIE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5440	TOOLS/EQUIPMENT	87.25	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5450	SM CAP - BUILDING/SITE IMPR	0.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-310-902-5499	SUPPLIES - OTHER	1,292.47	146.08	17.36	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**2,295.38**	**844.06**	**383.29**	**11,000.00**	**11,000.00**	**0.00**	**0.00%**
Total Activity: 902 - Public Works Building:		**41,626.56**	**49,713.34**	**40,102.50**	**62,438.00**	**66,836.00**	**4,398.00**	**7.04%**
Activity: 904 - 107 Maple								
Category: 53 - CONTRACTED SERVICES								
01-310-904-5338	M&R-OTHER	40.81	403.34	41.76	0.00	0.00	0.00	0.00%
01-310-904-5370	ELECTRICITY-107 MAPLE	138.29	149.55	114.03	165.00	165.00	0.00	0.00%
01-310-904-5371	NATURAL GAS/PROPANE/HEAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-904-5399	OTHER CONTRACTED SERVICES	400.00	491.96	1,215.30	1,200.00	5,135.00	3,935.00	327.92%
Total Category: 53 - CONTRACTED SERVICES:		**579.10**	**1,044.85**	**1,371.09**	**1,365.00**	**5,300.00**	**3,935.00**	**288.28%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-904-5430	REPAIR/REPLACEMENT PARTS/	0.00	712.53	0.00	1,000.00	1,000.00	0.00	0.00%
01-310-904-5499	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**712.53**	**0.00**	**1,000.00**	**1,000.00**	**0.00**	**0.00%**
Total Activity: 904 - 107 Maple:		**579.10**	**1,757.38**	**1,371.09**	**2,365.00**	**6,300.00**	**3,935.00**	**166.38%**
Activity: 905 - Wills Park Community Bldg								
Category: 53 - CONTRACTED SERVICES								
01-310-905-5330	M&R-BUILDINGS	84.64	1,045.80	850.15	500.00	1,000.00	500.00	100.00%
01-310-905-5338	M&R-OTHER	565.00	98.78	0.00	0.00	0.00	0.00	0.00%
01-310-905-5370	ELECTRICITY-WILLS PRK COM C	3,145.39	3,640.26	2,745.12	4,066.00	4,100.00	34.00	0.84%
01-310-905-5371	NATURAL GAS/PROPANE/HEAT	718.96	1,327.98	1,314.44	2,000.00	2,000.00	0.00	0.00%
01-310-905-5399	OTHER CONTRACTED SERVICES	18,147.16	5,231.70	875.86	1,815.00	1,870.00	55.00	3.03%
Total Category: 53 - CONTRACTED SERVICES:		**22,661.15**	**11,344.52**	**5,785.57**	**8,381.00**	**8,970.00**	**589.00**	**7.03%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-905-5405	CUSTODIAL SUPPLIES	414.97	436.07	326.05	500.00	600.00	100.00	20.00%
01-310-905-5430	REPAIR/REPLACEMENT PARTS/	361.44	662.54	8.68	600.00	500.00	-100.00	-16.67%
Total Category: 54 - SUPPLIES & MATERIALS:		**776.41**	**1,098.61**	**334.73**	**1,100.00**	**1,100.00**	**0.00**	**0.00%**
Total Activity: 905 - Wills Park Community Bldg:		**23,437.56**	**12,443.13**	**6,120.30**	**9,481.00**	**10,070.00**	**589.00**	**6.21%**
Activity: 906 - Train Station								
Category: 53 - CONTRACTED SERVICES								
01-310-906-5338	M&R-OTHER	81.13	506.60	0.00	1,000.00	750.00	-250.00	-25.00%
01-310-906-5353	PROF SVCS-CONTRACTOR	65.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-906-5370	ELECTRICITY-TRAIN STN.	2,005.11	2,248.86	2,095.39	2,843.00	2,750.00	-93.00	-3.27%
01-310-906-5399	OTHER CONTRACTED SERVICES	3,488.04	3,607.91	3,018.38	3,350.00	2,978.00	-372.00	-11.10%
Total Category: 53 - CONTRACTED SERVICES:		**5,639.28**	**6,363.37**	**5,113.77**	**7,193.00**	**6,478.00**	**-715.00**	**-9.94%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-310-906-5430	REPAIR/REPLACEMENT PARTS/	46.60	110.53	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**46.60**	**110.53**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 906 - Train Station:		**5,685.88**	**6,473.90**	**5,113.77**	**7,193.00**	**6,478.00**	**-715.00**	**-9.94%**
Activity: 907 - Fire Station								
Category: 53 - CONTRACTED SERVICES								
01-310-907-5330	M&R-BUILDINGS	540.00	346.30	0.00	1,000.00	750.00	-250.00	-25.00%
01-310-907-5338	M&R-OTHER	900.00	0.00	500.00	0.00	0.00	0.00	0.00%
01-310-907-5370	ELECTRICITY-FIRE STN	2,503.59	3,129.53	2,204.16	3,468.00	3,000.00	-468.00	-13.49%
01-310-907-5371	NATURAL GAS/PROPANE/HEAT	308.81	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-907-5399	OTHER CONTRACTED SERVICES	7,451.18	1,876.44	2,774.31	1,680.00	5,768.00	4,088.00	243.33%
Total Category: 53 - CONTRACTED SERVICES:		**11,703.58**	**5,352.27**	**5,478.47**	**6,148.00**	**9,518.00**	**3,370.00**	**54.81%**
Total Activity: 907 - Fire Station:		**11,703.58**	**5,352.27**	**5,478.47**	**6,148.00**	**9,518.00**	**3,370.00**	**54.81%**
Activity: 908 - Old PW Office								
Category: 53 - CONTRACTED SERVICES								
01-310-908-5338	M&R-OTHER-400 DORCHESTER	2,437.37	0.00	540.00	1,000.00	1,000.00	0.00	0.00%
01-310-908-5370	ELECTRICITY-400 DORCHESTER	876.56	1,458.10	1,004.15	1,678.00	1,678.00	0.00	0.00%
01-310-908-5373	INTERNET SERVICE	2,388.60	1,994.45	0.00	2,500.00	2,500.00	0.00	0.00%
01-310-908-5380	TELEPHONE-LOCAL SERVICE	847.09	568.21	0.00	410.00	410.00	0.00	0.00%
01-310-908-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**6,549.62**	**4,020.76**	**1,544.15**	**5,588.00**	**5,588.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-908-5499	SUPPLIES - OTHER	67.92	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**67.92**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 908 - Old PW Office:		**6,617.54**	**4,020.76**	**1,544.15**	**5,588.00**	**5,588.00**	**0.00**	**0.00%**
Activity: 909 - Old PW Shop								
Category: 53 - CONTRACTED SERVICES								
01-310-909-5330	M&R-BUILDINGS-402 POTOMA	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-909-5338	M&R-OTHER-402 POTOMAC A	0.00	0.00	40.00	0.00	0.00	0.00	0.00%
01-310-909-5370	ELECTRICITY-402 POTOMAC AV	731.43	880.50	565.10	923.00	900.00	-23.00	-2.49%
01-310-909-5371	NAT GAS/PROPANE/HEATING (	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**731.43**	**880.50**	**605.10**	**923.00**	**900.00**	**-23.00**	**-2.49%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-909-5499	SUPPLIES-OTH-402 POTOMAC	40.00	0.00	0.00	100.00	100.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**40.00**	**0.00**	**0.00**	**100.00**	**100.00**	**0.00**	**0.00%**
Total Activity: 909 - Old PW Shop:		**771.43**	**880.50**	**605.10**	**1,023.00**	**1,000.00**	**-23.00**	**-2.25%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 910 - Old Inspection Shop								
Category: 53 - CONTRACTED SERVICES								
01-310-910-5338	M&R-OTHER-500 DORCHESTEF	2,993.46	1,018.51	26,153.50	0.00	0.00	0.00	0.00%
01-310-910-5370	ELECTRICITY-500 DORCHESTER	3,362.90	5,429.26	2,366.90	4,797.00	4,797.00	0.00	0.00%
01-310-910-5371	HEATING OIL--500 DORCHESTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-910-5373	INTERNET SERVICE --500 DORC	2,794.44	2,794.44	1,862.96	3,300.00	3,300.00	0.00	0.00%
01-310-910-5380	TELEPHONE-LOCAL SVc- 500 D(	1,143.40	1,294.97	920.86	1,300.00	1,300.00	0.00	0.00%
01-310-910-5399	OTH CONTRACTED SVCS-500 D	334.24	932.36	-39.58	500.00	500.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**10,628.44**	**11,469.54**	**31,264.64**	**9,897.00**	**9,897.00**	**0.00**	**0.00%**
	Total Activity: 910 - Old Inspection Shop :	**10,628.44**	**11,469.54**	**31,264.64**	**9,897.00**	**9,897.00**	**0.00**	**0.00%**
Activity: 912 - Park & Ride Lot								
Category: 53 - CONTRACTED SERVICES								
01-310-912-5399	OTHR CNTR SVC	15,872.00	7,479.31	3,734.84	5,000.00	5,487.00	487.00	9.74%
	Total Category: 53 - CONTRACTED SERVICES:	**15,872.00**	**7,479.31**	**3,734.84**	**5,000.00**	**5,487.00**	**487.00**	**9.74%**
	Total Activity: 912 - Park & Ride Lot:	**15,872.00**	**7,479.31**	**3,734.84**	**5,000.00**	**5,487.00**	**487.00**	**9.74%**
Activity: 913 - 112 St Mary's Ave								
Category: 53 - CONTRACTED SERVICES								
01-310-913-5330	M&R-112 ST MARY"S	2,841.21	6,312.53	5,670.85	1,000.00	1,000.00	0.00	0.00%
01-310-913-5370	ELECTRICITY-`112 ST MARY"S	0.00	442.45	654.88	1,946.00	500.00	-1,446.00	-74.31%
01-310-913-5371	HEATING OIL-112 ST MARY'S A'	0.00	1,491.57	0.00	0.00	0.00	0.00	0.00%
01-310-913-5399	112 ST MARY'S - OTHER CONTF	0.00	0.00	4,070.40	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,841.21**	**8,246.55**	**10,396.13**	**2,946.00**	**1,500.00**	**-1,446.00**	**-49.08%**
Category: 55 - OTHER EXPENDITURES								
01-310-913-5538	INTEREST-OTHER-112 ST MARY	0.00	353.74	0.00	0.00	0.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**0.00**	**353.74**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 913 - 112 St Mary's Ave:	**2,841.21**	**8,600.29**	**10,396.13**	**2,946.00**	**1,500.00**	**-1,446.00**	**-49.08%**
Activity: 914 - 118 St Mary's Ave								
Category: 53 - CONTRACTED SERVICES								
01-310-914-5330	M&R-BUILDINGS-118 ST MARY	98.25	2,922.60	4,206.73	1,000.00	1,000.00	0.00	0.00%
01-310-914-5370	ELECTRICITY-118 ST MARY'S	112.64	242.00	98.28	246.00	246.00	0.00	0.00%
01-310-914-5371	HEATING OIL-118 ST MARY'S	1,331.27	1,726.55	1,010.59	0.00	0.00	0.00	0.00%
01-310-914-5399	OTHER CONTRACTED SERVICES	2,779.05	355.00	5,174.40	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**4,321.21**	**5,246.15**	**10,490.00**	**1,246.00**	**1,246.00**	**0.00**	**0.00%**
	Total Activity: 914 - 118 St Mary's Ave:	**4,321.21**	**5,246.15**	**10,490.00**	**1,246.00**	**1,246.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 915 - 302 Queen Anne St								
Category: 53 - CONTRACTED SERVICES								
01-310-915-5314	302 QUEEN ANNE-Prop Ins	0.00	17.00	0.00	0.00	0.00	0.00	0.00%
01-310-915-5330	M&R-BUILDINGS	0.00	2,428.17	1,343.32	1,000.00	1,000.00	0.00	0.00%
01-310-915-5370	ELECTRICITY-302 QUEEN ANNE	448.45	1,807.03	1,961.90	3,330.00	3,330.00	0.00	0.00%
01-310-915-5373	INTERNET SERVICE	0.00	1,242.67	1,053.78	1,848.00	1,848.00	0.00	0.00%
01-310-915-5399	OTHER CONTRACTED SERVICES	0.00	4,246.40	4,288.97	1,200.00	4,329.00	3,129.00	260.75%
	Total Category: 53 - CONTRACTED SERVICES:	**448.45**	**9,741.27**	**8,647.97**	**7,378.00**	**10,507.00**	**3,129.00**	**42.41%**
	Total Activity: 915 - 302 Queen Anne St:	**448.45**	**9,741.27**	**8,647.97**	**7,378.00**	**10,507.00**	**3,129.00**	**42.41%**
Activity: 916 - TOWN HALL CONCESSION STAND								
Category: 53 - CONTRACTED SERVICES								
01-310-916-5370	ELECTRICITY- TH CONCESSION	2,741.38	3,847.14	2,160.64	4,131.00	4,131.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,741.38**	**3,847.14**	**2,160.64**	**4,131.00**	**4,131.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-916-5499	SUPPLIES - OTHER	31.92	273.68	59.82	200.00	200.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**31.92**	**273.68**	**59.82**	**200.00**	**200.00**	**0.00**	**0.00%**
	Total Activity: 916 - TOWN HALL CONCESSION STAND:	**2,773.30**	**4,120.82**	**2,220.46**	**4,331.00**	**4,331.00**	**0.00**	**0.00%**
Activity: 917 - 206 WASHINGTON AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-917-5338	M&R-OTHER	18.49	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**18.49**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 917 - 206 WASHINGTON AVE:	**18.49**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 918 - 208 WASHINGTON AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-918-5370	ELECTRICITY-208 WASHINGTON	110.82	119.75	21.27	134.00	134.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**110.82**	**119.75**	**21.27**	**134.00**	**134.00**	**0.00**	**0.00%**
	Total Activity: 918 - 208 WASHINGTON AVE:	**110.82**	**119.75**	**21.27**	**134.00**	**134.00**	**0.00**	**0.00%**
Activity: 919 - 206A WASHINGTON AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-919-5370	ELECTRICITY-206A WASHINGTO	117.99	119.59	80.56	133.00	133.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**117.99**	**119.59**	**80.56**	**133.00**	**133.00**	**0.00**	**0.00%**
	Total Activity: 919 - 206A WASHINGTON AVE:	**117.99**	**119.59**	**80.56**	**133.00**	**133.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 921 - 111 N MAPLE AVE								
Category: 53 - CONTRACTED SERVICES								
01-310-921-5370	ELECTRICITY - 111 N MAPLE	551.74	554.97	371.76	620.00	620.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**551.74**	**554.97**	**371.76**	**620.00**	**620.00**	**0.00**	**0.00%**
Total Activity: 921 - 111 N MAPLE AVE:		**551.74**	**554.97**	**371.76**	**620.00**	**620.00**	**0.00**	**0.00%**
Activity: 936 - Tilghman Lake								
Category: 53 - CONTRACTED SERVICES								
01-310-936-5370	ELECTRICITY-TILGHMAN LAKE E	0.00	1,856.07	1,738.22	0.00	2,100.00	2,100.00	0.00%
01-310-936-5399	OTH CNTRCTD SVCS-TL BTHRM	0.00	4,727.20	440.00	1,000.00	1,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**6,583.27**	**2,178.22**	**1,000.00**	**3,100.00**	**2,100.00**	**210.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-310-936-5405	CUSTODIAL SUPPLIES	112.33	441.57	356.03	0.00	0.00	0.00	0.00%
01-310-936-5430	REPAIR/REPLACEMENT PARTS/	825.00	0.00	5,951.44	0.00	2,000.00	2,000.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**937.33**	**441.57**	**6,307.47**	**0.00**	**2,000.00**	**2,000.00**	**0.00%**
Total Activity: 936 - Tilghman Lake:		**937.33**	**7,024.84**	**8,485.69**	**1,000.00**	**5,100.00**	**4,100.00**	**410.00%**
Activity: 938 - Wills Park								
Category: 54 - SUPPLIES & MATERIALS								
01-310-938-5405	CUSTODIAL SUPPLIES	0.00	15.63	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**15.63**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 938 - Wills Park:		**0.00**	**15.63**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 970 - North								
Category: 53 - CONTRACTED SERVICES								
01-310-970-5370	ELECTRICITY-TOWN SIGH NORT	343.14	319.88	247.58	338.00	338.00	0.00	0.00%
01-310-970-5399	OTHER CONTRACTED SERVICES	0.00	450.00	550.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**343.14**	**769.88**	**797.58**	**338.00**	**338.00**	**0.00**	**0.00%**
Total Activity: 970 - North:		**343.14**	**769.88**	**797.58**	**338.00**	**338.00**	**0.00**	**0.00%**
Activity: 971 - South								
Category: 53 - CONTRACTED SERVICES								
01-310-971-5370	ELECTRICITY_TOWN SIGN SOU	330.70	297.77	220.16	333.00	333.00	0.00	0.00%
01-310-971-5399	OTHER CONTRACTED SERVICES	0.00	0.00	3,500.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**330.70**	**297.77**	**3,720.16**	**333.00**	**333.00**	**0.00**	**0.00%**
Total Activity: 971 - South:		**330.70**	**297.77**	**3,720.16**	**333.00**	**333.00**	**0.00**	**0.00%**
Total Department: 310 - FACILITIES MAINT & OPERATIONS:		**427,774.77**	**520,089.40**	**393,812.67**	**434,010.00**	**680,037.00**	**246,027.00**	**56.69%**
Report Total:		**427,774.77**	**520,089.40**	**393,812.67**	**434,010.00**	**680,037.00**	**246,027.00**	**56.69%**

Public Works Fleet Maintenance Department Description:

The Public Works Fleet Maintenance Department is responsible for the ongoing maintenance and repair of all Town-owned vehicles, ensuring they are safe, reliable, and operational. This includes routine servicing, emergency repairs, and preventative maintenance to extend the lifespan of the fleet and minimize downtime. The department ensures that all vehicles, including those used for public works, law enforcement, emergency services, and other municipal functions, are properly maintained and ready for use.

Adequate funding for Fleet Maintenance is essential to ensuring the Town's vehicles are operating at peak efficiency, reducing the risk of costly repairs or service interruptions. By investing in this department, the Town can ensure reliable transportation for essential services, improve cost-effectiveness by extending vehicle lifespans, and minimize the operational impact of vehicle downtime on public services.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 315 - FLEET MAINTENANCE							
51 - SALARY & WAGES	$ 94,885	$ 32,705	$ 29,238	$ 88,501	$ 83,035	$ (5,466)	-6.18
52 - FRINGE BENEFITS	$ 36,991	$ 14,129	$ 8,884	$ 52,186	$ 25,887	$ (26,299)	-50.39
53 - CONTRACTED SERVICES	$ 11,931	$ 8,570	$ 12,534	$ 18,995	$ 18,900	$ (95)	-0.50
54 - SUPPLIES & MATERIALS	$ 36,282	$ 9,082	$ 11,871	$ 21,707	$ 21,850	$ 143	0.66
55 - OTHER EXPENDITURES	$ 59	$ -	$ -	$ 2,000	$ 2,500	$ 500	25.00
56 - CAPITAL OUTLAY	$ 2,433	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 182,581**	**$ 64,487**	**$ 62,527**	**$ 183,389**	**$ 152,172**	**$ (31,217)**	**-17.02**

Fleet Maintenance Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 315 - FLEET MAINTENANCE								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-315-001-5102	SALARY - OT @ 1.0	736.97	162.12	132.12	0.00	0.00	0.00	0.00%
01-315-001-5103	SALARY - OT @ 1.5	7,845.40	1,935.80	1,224.57	2,000.00	2,000.00	0.00	0.00%
01-315-001-5110	REGULAR FT CIVILIAN SALARY	86,053.48	30,607.05	27,881.19	86,501.00	81,035.00	-5,466.00	-6.32%
01-315-001-5160	BONUSES	248.90	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**94,884.75**	**32,704.97**	**29,237.88**	**88,501.00**	**83,035.00**	**-5,466.00**	**-6.18%**
Category: 52 - FRINGE BENEFITS								
01-315-001-5205	DENTAL	586.38	206.40	60.64	560.00	110.00	-450.00	-80.36%
01-315-001-5215	HEALTH INSURANCE	13,730.28	4,316.40	1,316.72	29,580.00	2,060.00	-27,520.00	-93.04%
01-315-001-5220	LIFE INSURANCE W/H	791.57	305.88	86.26	860.00	940.00	80.00	9.30%
01-315-001-5230	WORKERS' COMPENSATION	5,920.00	5,010.34	3,175.46	3,940.00	3,190.00	-750.00	-19.04%
01-315-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	2,432.00	2,432.00	0.00%
01-315-001-5245	MSRPS PENSION	8,648.48	1,739.00	2,002.00	10,616.00	10,955.00	339.00	3.19%
01-315-001-5260	F I C A / MEDICARE	7,314.39	2,550.73	2,242.81	6,630.00	6,200.00	-430.00	-6.49%
	Total Category: 52 - FRINGE BENEFITS:	**36,991.10**	**14,128.75**	**8,883.89**	**52,186.00**	**25,887.00**	**-26,299.00**	**-50.39%**
Category: 53 - CONTRACTED SERVICES								
01-315-001-5310	INSURANCE - FLOOD	14.82	16.72	0.00	17.00	0.00	-17.00	-100.00%
01-315-001-5312	INSURANCE - LIABILITY	689.28	665.75	583.83	686.00	650.00	-36.00	-5.25%
01-315-001-5314	INSURANCE - PROPERTY	150.09	157.18	0.00	162.00	0.00	-162.00	-100.00%
01-315-001-5316	INSURANCE - VEHICLE	394.34	0.00	0.00	0.00	0.00	0.00	0.00%
01-315-001-5325	LICENSES/USER FEES	20.00	1,925.00	2,525.00	3,200.00	3,200.00	0.00	0.00%
01-315-001-5333	M&R-VEHICLES	4,438.75	2,312.73	6,328.24	2,000.00	2,000.00	0.00	0.00%
01-315-001-5338	M&R-OTHER	98.00	0.00	400.18	0.00	0.00	0.00	0.00%
01-315-001-5360	RENTS	776.87	324.06	568.33	850.00	850.00	0.00	0.00%
01-315-001-5382	TELEPHONE-WIRELESS-DATA/V	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-315-001-5383	TELEPHONE-WIRELESS-VOICE	498.41	178.20	77.78	500.00	500.00	0.00	0.00%
01-315-001-5399	OTHER CONTRACTED SERVICES	4,850.01	2,990.80	2,051.04	11,580.00	11,700.00	120.00	1.04%
	Total Category: 53 - CONTRACTED SERVICES:	**11,930.57**	**8,570.44**	**12,534.40**	**18,995.00**	**18,900.00**	**-95.00**	**-0.50%**
Category: 54 - SUPPLIES & MATERIALS								
01-315-001-5410	FUEL - GAS/DIESEL/OTHER	2,918.90	2,889.86	344.56	4,393.00	4,500.00	107.00	2.44%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-315-001-5415	MAINTENANCE/SHOP SUPPLIES	27,958.64	4,989.50	9,602.33	10,000.00	10,000.00	0.00	0.00%
01-315-001-5430	REPAIR/REPLACEMENT PARTS/	49.02	0.00	0.00	0.00	0.00	0.00	0.00%
01-315-001-5440	TOOLS/EQUIPMENT	4,704.69	366.18	863.32	5,000.00	5,000.00	0.00	0.00%
01-315-001-5445	UNIFORMS/SHOES/BOOTS	650.85	836.94	1,060.53	2,314.00	2,350.00	36.00	1.56%
Total Category: 54 - SUPPLIES & MATERIALS:		**36,282.10**	**9,082.48**	**11,870.74**	**21,707.00**	**21,850.00**	**143.00**	**0.66%**
Category: 55 - OTHER EXPENDITURES								
01-315-001-5574	REGISTRATION	59.00	0.00	0.00	2,000.00	2,500.00	500.00	25.00%
Total Category: 55 - OTHER EXPENDITURES:		**59.00**	**0.00**	**0.00**	**2,000.00**	**2,500.00**	**500.00**	**25.00%**
Total Activity: 001 - General Operations:		**180,147.52**	**64,486.64**	**62,526.91**	**183,389.00**	**152,172.00**	**-31,217.00**	**-17.02%**
Total Department: 315 - FLEET MAINTENANCE:		**180,147.52**	**64,486.64**	**62,526.91**	**183,389.00**	**152,172.00**	**-31,217.00**	**-17.02%**
Report Total:		**180,147.52**	**64,486.64**	**62,526.91**	**183,389.00**	**152,172.00**	**-31,217.00**	**-17.02%**

Public Works Streets Department Description:

The Public Works Streets Department is essential to maintaining the infrastructure that supports the Town's transportation network, ensuring that streets and roads are safe, functional, and accessible for residents, businesses, and visitors. The department is responsible for a wide range of services, including road paving, striping, repairs, and maintenance of street signage, sidewalks, curbs, and gutters. Additionally, the department handles storm and emergency clean-ups, street lighting maintenance, and street sweeping, all of which contribute to the safety, cleanliness, and aesthetic appeal of the Town's public spaces.

Adequate funding for the Street Department is critical to ensuring the ongoing upkeep and improvement of the Town's roadways and public infrastructure. Investment in this department supports the timely repair of roads and streets, which reduces safety hazards, prevents more costly repairs in the future, and ensures a smooth flow of traffic. Additionally, funding enables the department to respond effectively to emergencies, manage stormwater, and maintain the overall appearance and functionality of public spaces, contributing to a higher quality of life for residents and a positive experience for visitors.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 320 - STREETS & STORMWAYS							
51 - SALARY & WAGES	$ 97,959	$ 140,195	$ 107,902	$ 165,476	$ 168,941	$ 3,465	2.09
52 - FRINGE BENEFITS	$ 44,183	$ 49,849	$ 45,836	$ 84,821	$ 100,026	$ 15,205	17.93
53 - CONTRACTED SERVICES	$ 343,138	$ 351,410	$ 152,545	$ 375,148	$ 412,537	$ 37,389	9.97
54 - SUPPLIES & MATERIALS	$ 69,306	$ 33,169	$ 9,994	$ 172,543	$ 171,650	$ (893)	-0.52
55 - OTHER EXPENDITURES	$ -	$ 1,379	$ 781	$ -	$ -	$ -	0.00
56 - CAPITAL OUTLAY	$ 13,920,584	$ 602,368	$ 78,032	$ 617,822	$ 796,292	$ 178,470	28.89
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 14,475,170**	**$ 1,178,369**	**$ 395,090**	**$ 1,415,810**	**$ 1,649,446**	**$ 233,636**	**16.50**

Streets & Storm Ways Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 320 - STREETS & STORMWAYS								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-320-001-5102	SALARY - OT @ 1.0	697.26	1,357.83	1,033.93	0.00	0.00	0.00	0.00%
01-320-001-5103	SALARY - OT @ 1.5	5,528.49	5,315.83	2,227.11	5,000.00	5,000.00	0.00	0.00%
01-320-001-5110	REGULAR FT CIVILIAN SALARY	84,394.42	104,280.65	70,611.20	150,576.00	154,041.00	3,465.00	2.30%
01-320-001-5160	BONUSES	189.06	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**90,809.23**	**110,954.31**	**73,872.24**	**155,576.00**	**159,041.00**	**3,465.00**	**2.23%**
Category: 52 - FRINGE BENEFITS								
01-320-001-5205	DENTAL	682.81	821.74	558.25	1,259.00	1,420.00	161.00	12.79%
01-320-001-5215	HEALTH INSURANCE	22,044.27	21,889.64	17,621.32	44,182.00	53,910.00	9,728.00	22.02%
01-320-001-5220	LIFE INSURANCE W/H	748.90	1,015.39	645.21	1,747.00	1,860.00	113.00	6.47%
01-320-001-5230	WORKERS' COMPENSATION	4,056.00	5,542.08	4,945.76	6,440.00	6,140.00	-300.00	-4.66%
01-320-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	4,015.00	4,015.00	0.00%
01-320-001-5245	MSRPS PENSION	9,235.93	11,252.97	13,776.00	19,593.00	20,811.00	1,218.00	6.22%
01-320-001-5260	F I C A / MEDICARE	6,868.28	8,686.25	5,685.82	11,600.00	11,870.00	270.00	2.33%
	Total Category: 52 - FRINGE BENEFITS:	**43,636.19**	**49,208.07**	**43,232.36**	**84,821.00**	**100,026.00**	**15,205.00**	**17.93%**
Category: 53 - CONTRACTED SERVICES								
01-320-001-5300	ADS & NOTICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5310	INSURANCE - FLOOD	0.00	7.77	0.00	8.00	0.00	-8.00	-100.00%
01-320-001-5312	INSURANCE - LIABILITY	559.34	0.00	1,205.18	0.00	1,400.00	1,400.00	0.00%
01-320-001-5314	INSURANCE - PROPERTY	61.61	118.66	58.42	122.00	70.00	-52.00	-42.62%
01-320-001-5316	INSURANCE - VEHICLE	3,929.68	4,153.52	4,133.27	4,278.00	4,750.00	472.00	11.03%
01-320-001-5325	LICENSES/USER FEES	0.00	0.00	350.16	0.00	0.00	0.00	0.00%
01-320-001-5333	M&R-VEHICLES	3,570.14	5,221.43	967.48	5,000.00	5,000.00	0.00	0.00%
01-320-001-5338	M&R-OTHER	2,112.97	1,668.06	0.00	2,500.00	2,500.00	0.00	0.00%
01-320-001-5350	PROF SVCS-ARCH/ENG/PLANNI	36,152.12	109,687.68	0.00	0.00	0.00	0.00	0.00%
01-320-001-5382	TELEPHONE-WIRELESS-DATA/V	386.10	474.12	310.43	500.00	500.00	0.00	0.00%
01-320-001-5383	TELEPHONE-WIRELESS-VOICE	476.41	586.11	652.06	450.00	800.00	350.00	77.78%
01-320-001-5399	OTHER CONTRACTED SERVICES	7,250.18	0.00	0.00	5,000.00	5,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**54,498.55**	**121,917.35**	**7,677.00**	**17,858.00**	**20,020.00**	**2,162.00**	**12.11%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 54 - SUPPLIES & MATERIALS								
01-320-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5410	FUEL - GAS/DIESEL/OTHER	9,511.48	10,279.45	5,241.80	13,409.00	12,500.00	-909.00	-6.78%
01-320-001-5430	REPAIR/REPLACEMENT PARTS/	134.48	4,883.65	86.92	125,000.00	125,000.00	0.00	0.00%
01-320-001-5440	TOOLS/EQUIPMENT	1,839.54	360.86	24.19	3,000.00	3,000.00	0.00	0.00%
01-320-001-5445	UNIFORMS/SHOES/BOOTS	730.67	5,106.76	2,198.82	4,134.00	4,150.00	16.00	0.39%
01-320-001-5499	SUPPLIES - OTHER	39,639.61	4,210.40	34.95	10,000.00	10,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**51,855.78**	**24,841.12**	**7,586.68**	**155,543.00**	**154,650.00**	**-893.00**	**-0.57%**
Category: 55 - OTHER EXPENDITURES								
01-320-001-5570	INCIDENTALS-PARKING, TOLLS,	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5573	MILEAGE-LOCAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5574	REGISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 001 - General Operations:		**240,799.75**	**306,920.85**	**132,368.28**	**413,798.00**	**433,737.00**	**19,939.00**	**4.82%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
01-320-005-5356	PROF SVCS-IT SUPPORT	0.00	208.34	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**208.34**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**0.00**	**208.34**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 350 - Sidewalks								
Category: 53 - CONTRACTED SERVICES								
01-320-350-5353	PROF SVCS-CONTRACTOR	0.00	0.00	0.00	55,000.00	80,000.00	25,000.00	45.45%
01-320-350-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**0.00**	**0.00**	**55,000.00**	**80,000.00**	**25,000.00**	**45.45%**
Total Activity: 350 - Sidewalks:		**0.00**	**0.00**	**0.00**	**55,000.00**	**80,000.00**	**25,000.00**	**45.45%**
Activity: 355 - Signage								
Category: 53 - CONTRACTED SERVICES								
01-320-355-5399	OTHER CONTRACTED SERVICES	6,742.75	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**6,742.75**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-320-355-5435	SIGNS	15,679.20	8,229.85	1,679.40	15,000.00	15,000.00	0.00	0.00%
01-320-355-5499	SUPPLIES - OTHER	583.84	97.68	34.36	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**16,263.04**	**8,327.53**	**1,713.76**	**15,000.00**	**15,000.00**	**0.00**	**0.00%**
Total Activity: 355 - Signage:		**23,005.79**	**8,327.53**	**1,713.76**	**15,000.00**	**15,000.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 365 - Storms								
Category: 51 - SALARY & WAGES								
01-320-365-5103	SALARY - OT @ 1.5	7,149.32	29,240.48	34,030.23	9,900.00	9,900.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**7,149.32**	**29,240.48**	**34,030.23**	**9,900.00**	**9,900.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-320-365-5260	F I C A / MEDICARE	546.92	640.52	2,603.31	0.00	0.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**546.92**	**640.52**	**2,603.31**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-320-365-5338	M&R-OTHER	0.00	0.00	0.00	6,200.00	6,200.00	0.00	0.00%
01-320-365-5360	RENTS	0.00	0.00	0.00	1,200.00	1,200.00	0.00	0.00%
01-320-365-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**0.00**	**0.00**	**10,400.00**	**10,400.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
01-320-365-5415	SUPPLIES - OTHER	1,187.30	0.00	693.36	2,000.00	2,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**1,187.30**	**0.00**	**693.36**	**2,000.00**	**2,000.00**	**0.00**	**0.00%**
Category: 55 - OTHER EXPENDITURES								
01-320-365-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	962.09	675.00	0.00	0.00	0.00	0.00%
01-320-365-5572	MEALS	0.00	416.73	105.70	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**1,378.82**	**780.70**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 365 - Storms:		**8,883.54**	**31,259.82**	**38,107.60**	**22,300.00**	**22,300.00**	**0.00**	**0.00%**
Activity: 370 - Street Lighting								
Category: 53 - CONTRACTED SERVICES								
01-320-370-5370	ELECTRICITY	200,635.01	210,114.39	127,546.87	240,563.00	250,000.00	9,437.00	3.92%
01-320-370-5399	OTHER CONTRACTED SERVICES	0.00	0.00	281.12	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**200,635.01**	**210,114.39**	**127,827.99**	**240,563.00**	**250,000.00**	**9,437.00**	**3.92%**
Total Activity: 370 - Street Lighting:		**200,635.01**	**210,114.39**	**127,827.99**	**240,563.00**	**250,000.00**	**9,437.00**	**3.92%**
Activity: 375 - Street Sweeping								
Category: 53 - CONTRACTED SERVICES								
01-320-375-5399	OTHER CONTRACTED SERVICES	18,800.00	19,170.00	17,040.00	26,327.00	27,117.00	790.00	3.00%
Total Category: 53 - CONTRACTED SERVICES:		**18,800.00**	**19,170.00**	**17,040.00**	**26,327.00**	**27,117.00**	**790.00**	**3.00%**
Total Activity: 375 - Street Sweeping:		**18,800.00**	**19,170.00**	**17,040.00**	**26,327.00**	**27,117.00**	**790.00**	**3.00%**
Activity: 380 - Striping								
Category: 53 - CONTRACTED SERVICES								
01-320-380-5353	PROF SVCS-CONTRACTOR	0.00	0.00	0.00	25,000.00	25,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-320-380-5359	OTHER PROFESSIONAL SERVICE	62,461.50	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**62,461.50**	**0.00**	**0.00**	**25,000.00**	**25,000.00**	**0.00**	**0.00%**
Total Activity: 380 - Striping:		**62,461.50**	**0.00**	**0.00**	**25,000.00**	**25,000.00**	**0.00**	**0.00%**
Total Department: 320 - STREETS & STORMWAYS:		**554,585.59**	**576,000.93**	**317,057.63**	**797,988.00**	**853,154.00**	**55,166.00**	**6.91%**
Report Total:		**554,585.59**	**576,000.93**	**317,057.63**	**797,988.00**	**853,154.00**	**55,166.00**	**6.91%**

Public Works Parks Department Description:

The Public Works Parks Department is responsible for the maintenance, upkeep, and enhancement of all parks within the Town, ensuring that these public spaces remain safe, attractive, and functional for residents and visitors. The department handles a variety of tasks, including landscaping, turf care, tree and shrub maintenance, playground inspections, and general facility upkeep. Additionally, the department ensures that park amenities, such as benches, shelters, and walking paths, are well-maintained and accessible.

Adequate funding for the Parks Department is crucial to maintaining the quality of the Town's parks, which provide valuable recreational opportunities and contribute to the overall quality of life in the community. Investment in this department allows for regular maintenance, improvement of park facilities, and the preservation of green spaces. This not only enhances the Town's aesthetic appeal but also supports community health and well-being by providing clean, safe, and enjoyable outdoor spaces for residents to gather, exercise, and engage in recreational activities.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Department: 400 - PARKS & RECREATION-GENERAL							
51 - SALARY & WAGES	$ 166,898	$ 69,978	$ 49,559	$ 102,911	$ 106,990	$ 4,079	3.96
52 - FRINGE BENEFITS	$ 62,303	$ 34,507	$ 35,047	$ 55,898	$ 75,410	$ 19,512	34.91
53 - CONTRACTED SERVICES	$ 125,733	$ 94,268	$ 53,093	$ 88,975	$ 103,465	$ 14,490	16.29
54 - SUPPLIES & MATERIALS	$ 23,305	$ 15,170	$ 7,939	$ 31,148	$ 31,700	$ 552	1.77
55 - OTHER EXPENDITURES	$ 35	$ 35	$ -	$ 35	$ 35	$ -	0.00
56 - CAPITAL OUTLAY	$ 169,173	$ 738,126	$ 222,572	$ 1,975,845	$ 2,029,600	$ 53,755	2.72
59 - OTHER FINANCING USES	$ -	$ -	$ -	$ -	$ -	$ -	0.00
Department Total	**$ 547,448**	**$ 952,084**	**$ 368,210**	**$ 2,254,812**	**$ 2,347,200**	**$ 92,388**	**4.10**

Parks & Recreation Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 400 - PARKS & RECREATION-GENERAL								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
01-400-001-5102	SALARY - OT @ 1.0	1,016.99	731.32	475.06	0.00	0.00	0.00	0.00%
01-400-001-5103	SALARY - OT @ 1.5	7,882.23	2,340.73	1,286.52	4,000.00	4,000.00	0.00	0.00%
01-400-001-5110	REGULAR FT CIVILIAN SALARY	154,921.89	65,656.25	47,464.39	98,911.00	102,990.00	4,079.00	4.12%
01-400-001-5160	BONUSES	305.02	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**164,126.13**	**68,728.30**	**49,225.97**	**102,911.00**	**106,990.00**	**4,079.00**	**3.96%**
Category: 52 - FRINGE BENEFITS								
01-400-001-5205	DENTAL	1,273.92	629.00	466.46	808.00	950.00	142.00	17.57%
01-400-001-5215	HEALTH INSURANCE	24,179.97	17,787.82	18,422.13	28,844.00	45,170.00	16,326.00	56.60%
01-400-001-5220	LIFE INSURANCE W/H	1,351.35	639.32	436.50	1,120.00	1,120.00	0.00	0.00%
01-400-001-5230	WORKERS' COMPENSATION	5,965.00	4,261.44	3,192.75	4,250.00	4,100.00	-150.00	-3.53%
01-400-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	2,232.00	2,232.00	0.00%
01-400-001-5245	MSRPS PENSION	16,787.56	5,752.35	8,625.00	12,950.00	13,908.00	958.00	7.40%
01-400-001-5260	F I C A / MEDICARE	12,533.21	5,341.89	3,878.79	7,926.00	7,930.00	4.00	0.05%
	Total Category: 52 - FRINGE BENEFITS:	**62,091.01**	**34,411.82**	**35,021.63**	**55,898.00**	**75,410.00**	**19,512.00**	**34.91%**
Category: 53 - CONTRACTED SERVICES								
01-400-001-5310	INSURANCE - FLOOD	0.00	277.54	0.00	286.00	0.00	-286.00	-100.00%
01-400-001-5312	INSURANCE - LIABILITY	833.43	514.44	919.10	530.00	1,050.00	520.00	98.11%
01-400-001-5314	INSURANCE - PROPERTY	2,949.60	2,757.83	256.89	2,841.00	300.00	-2,541.00	-89.44%
01-400-001-5316	INSURANCE - VEHICLE	1,616.81	1,828.42	2,397.17	1,883.00	2,750.00	867.00	46.04%
01-400-001-5333	M&R-VEHICLES	3,239.93	3,648.68	397.85	2,000.00	2,000.00	0.00	0.00%
01-400-001-5338	M&R-OTHER	3,448.15	2,528.56	62.64	2,000.00	2,000.00	0.00	0.00%
01-400-001-5351	PROF SVCS-ATTORNEY	0.00	2,350.00	0.00	0.00	0.00	0.00	0.00%
01-400-001-5383	TELEPHONE-WIRELESS-VOICE	491.79	454.28	347.68	600.00	500.00	-100.00	-16.67%
01-400-001-5399	OTHER CONTRACTED SERVICES	7,731.46	1,429.70	4.76	1,000.00	1,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**20,311.17**	**15,789.45**	**4,386.09**	**11,140.00**	**9,600.00**	**-1,540.00**	**-13.82%**
Category: 54 - SUPPLIES & MATERIALS								
01-400-001-5410	FUEL - GAS/DIESEL/OTHER	8,104.10	9,259.56	4,889.94	11,166.00	11,250.00	84.00	0.75%
01-400-001-5430	REPAIR/REPLACEMENT PARTS/	0.00	0.00	270.00	0.00	0.00	0.00	0.00%
01-400-001-5440	TOOLS/EQUIPMENT	3,185.44	1,034.24	157.57	2,000.00	2,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-400-001-5445	UNIFORMS/SHOES/BOOTS	742.45	2,295.50	1,828.52	2,482.00	2,500.00	18.00	0.73%
01-400-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00%
01-400-001-5499	SUPPLIES - OTHER	426.98	156.98	556.45	500.00	750.00	250.00	50.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**12,458.97**	**12,746.28**	**7,702.48**	**18,648.00**	**19,000.00**	**352.00**	**1.89%**
	Category: 55 - OTHER EXPENDITURES							
01-400-001-5574	REGISTRATION	35.00	35.00	0.00	35.00	35.00	0.00	0.00%
	Total Category: 55 - OTHER EXPENDITURES:	**35.00**	**35.00**	**0.00**	**35.00**	**35.00**	**0.00**	**0.00%**
	Total Activity: 001 - General Operations:	**259,022.28**	**131,710.85**	**96,336.17**	**188,632.00**	**211,035.00**	**22,403.00**	**11.88%**
	Activity: 330 - Mosquito spraying							
	Category: 53 - CONTRACTED SERVICES							
01-400-330-5359	OTHER PROF SRVC - Mosquito	8,428.25	12,172.06	12,296.44	12,000.00	13,500.00	1,500.00	12.50%
	Total Category: 53 - CONTRACTED SERVICES:	**8,428.25**	**12,172.06**	**12,296.44**	**12,000.00**	**13,500.00**	**1,500.00**	**12.50%**
	Total Activity: 330 - Mosquito spraying:	**8,428.25**	**12,172.06**	**12,296.44**	**12,000.00**	**13,500.00**	**1,500.00**	**12.50%**
	Activity: 900 - Town Hall							
	Category: 53 - CONTRACTED SERVICES							
01-400-900-5353	PROF SVCS-CONTRCTR-SPLSHP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-900-5399	OTH CONTRCTD SVC-SPLASHPA	232.00	200.00	0.00	0.00	300.00	300.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**232.00**	**200.00**	**0.00**	**0.00**	**300.00**	**300.00**	**0.00%**
	Category: 54 - SUPPLIES & MATERIALS							
01-400-900-5499	SUPPLIES - OTHER - SPLASHPAI	302.70	12.72	231.77	0.00	200.00	200.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**302.70**	**12.72**	**231.77**	**0.00**	**200.00**	**200.00**	**0.00%**
	Total Activity: 900 - Town Hall:	**534.70**	**212.72**	**231.77**	**0.00**	**500.00**	**500.00**	**0.00%**
	Activity: 920 - Neighborhood Parks							
	Category: 53 - CONTRACTED SERVICES							
01-400-920-5338	M&R-OTHER	11,393.70	1,940.34	0.00	4,000.00	4,000.00	0.00	0.00%
01-400-920-5353	PROF SVCS-CONTRACTOR	25,525.00	1,200.00	0.00	0.00	0.00	0.00	0.00%
01-400-920-5370	ELECTRICITY-PARKS	1,537.63	1,263.65	491.99	1,710.00	1,750.00	40.00	2.34%
	Total Category: 53 - CONTRACTED SERVICES:	**38,456.33**	**4,403.99**	**491.99**	**5,710.00**	**5,750.00**	**40.00**	**0.70%**
	Category: 54 - SUPPLIES & MATERIALS							
01-400-920-5430	REPAIR/REPLACEMENT PARTS/	5,193.10	335.54	0.00	0.00	0.00	0.00	0.00%
01-400-920-5460	SM CAP - PLAYGRONDS	0.00	0.00	0.00	7,000.00	7,000.00	0.00	0.00%
01-400-920-5499	SUPPLIES - OTHER	0.00	115.10	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**5,193.10**	**450.64**	**0.00**	**7,000.00**	**7,000.00**	**0.00**	**0.00%**
	Total Activity: 920 - Neighborhood Parks:	**43,649.43**	**4,854.63**	**491.99**	**12,710.00**	**12,750.00**	**40.00**	**0.31%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 936 - Tilghman Lake								
Category: 51 - SALARY & WAGES								
01-400-936-5102	SALARY - OT @ 1.0	0.00	246.70	211.15	0.00	0.00	0.00	0.00%
01-400-936-5103	SALARY - OT @ 1.5	2,771.75	1,003.42	121.92	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**2,771.75**	**1,250.12**	**333.07**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
01-400-936-5260	F I C A / MEDICARE	212.04	95.65	25.48	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**212.04**	**95.65**	**25.48**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 53 - CONTRACTED SERVICES								
01-400-936-5338	M&R-OTHER	949.66	209.15	26.58	0.00	0.00	0.00	0.00%
01-400-936-5350	PROF SVCS-ARCH/ENG/PLANNI	2,945.16	13,076.72	0.00	0.00	0.00	0.00	0.00%
01-400-936-5353	PROF SVCS-CONTRACTOR	231.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5370	ELECTRICITY-TL BTHRMS	2,364.92	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5383	TELEPHONE-WIRELESS-VOICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5399	OTHER CONTRACTED SERVICES	21,093.52	17,362.80	8,420.69	20,360.00	20,968.00	608.00	2.99%
	Total Category: 53 - CONTRACTED SERVICES:	**27,584.26**	**30,648.67**	**8,447.27**	**20,360.00**	**20,968.00**	**608.00**	**2.99%**
Category: 54 - SUPPLIES & MATERIALS								
01-400-936-5405	CUSTODIAL SUPPLIES	253.95	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5430	REPAIR/REPLACEMENT PARTS/	162.30	1,693.87	4.34	2,000.00	2,000.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**416.25**	**1,693.87**	**4.34**	**2,000.00**	**2,000.00**	**0.00**	**0.00%**
	Total Activity: 936 - Tilghman Lake:	**30,984.30**	**33,688.31**	**8,810.16**	**22,360.00**	**22,968.00**	**608.00**	**2.72%**
Activity: 938 - Wills Park								
Category: 53 - CONTRACTED SERVICES								
01-400-938-5370	ELCTRC-WP SITE LGHTNG	677.17	648.74	397.86	745.00	745.00	0.00	0.00%
01-400-938-5399	OTHER CONTRACTED SERVICES	30,044.28	30,404.66	27,073.76	39,020.00	52,602.00	13,582.00	34.81%
	Total Category: 53 - CONTRACTED SERVICES:	**30,721.45**	**31,053.40**	**27,471.62**	**39,765.00**	**53,347.00**	**13,582.00**	**34.16%**
Category: 54 - SUPPLIES & MATERIALS								
01-400-938-5430	REPAIR/REPLACEMENT PARTS/	4,934.20	266.61	0.00	1,000.00	1,000.00	0.00	0.00%
01-400-938-5450	SM CAP - BUILDING/SITE IMPR	0.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**4,934.20**	**266.61**	**0.00**	**3,500.00**	**3,500.00**	**0.00**	**0.00%**
	Total Activity: 938 - Wills Park:	**35,655.65**	**31,320.01**	**27,471.62**	**43,265.00**	**56,847.00**	**13,582.00**	**31.39%**
	Total Department: 400 - PARKS & RECREATION-GENERAL:	**378,274.61**	**213,958.58**	**145,638.15**	**278,967.00**	**317,600.00**	**38,633.00**	**13.85%**
	Report Total:	**378,274.61**	**213,958.58**	**145,638.15**	**278,967.00**	**317,600.00**	**38,633.00**	**13.85%**

General Fund Capital Budget Overview

					Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	
Revenue								
420 - FEDERAL GOVERNMENT REVENUE		6,032,708.44	476,297.92	0.00	168,750.00	240,000.00	71,250.00	42.22%
430 - STATE GOVERNMENT REVENUE		604,326.49	741,076.79	219,457.89	3,150,522.00	3,345,892.00	195,370.00	6.20%
440 - COUNTY REVENUE		125,196.02	0.00	0.00	189,000.00	0.00	-189,000.00	-100.00%
450 - OTHER AGENCY REVENUE		0.00	0.00	0.00	0.00	20,000.00	20,000.00	0.00%
490 - DEBT PROCEEDS		15,720,735.45	0.00	0.00	0.00	0.00	0.00	0.00%
492 - TRANSFER IN		150,000.00	150,000.00	75,000.00	731,090.00	2,026,282.00	1,295,192.00	177.16%
493 - APPROPRIATION OF FUND BALANCE		0.00	0.00	0.00	680,130.00	1,718,336.00	1,038,206.00	152.65%
	Total Revenue:	**22,632,966.40**	**1,367,374.71**	**294,457.89**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**
Expense								
560 - LAND		1,614,615.65	0.00	0.00	0.00	0.00	0.00	0.00%
561 - BUILDINGS/FACILITIES		0.00	137.50	0.00	1,600,000.00	1,400,000.00	-200,000.00	-12.50%
562 - SITE IMPROVEMENTS		149,652.17	747,010.74	229,852.68	1,975,845.00	2,029,600.00	53,755.00	2.72%
563 - TRANSPORTATION		13,900,320.63	602,368.40	78,032.13	617,822.00	796,292.00	178,470.00	28.89%
566 - TRANSPORTATION		72,582.75	80,884.79	0.00	15,000.00	31,000.00	16,000.00	106.67%
567 - VEHICLES		527,434.20	39,131.00	247,509.26	330,000.00	365,000.00	35,000.00	10.61%
568 - EQUIPMENT		158,921.14	800.00	23,723.52	0.00	0.00	0.00	0.00%
569 - OTHER CAPITAL		0.00	6,397.50	28,915.88	230,825.00	768,800.00	537,975.00	233.07%
591 - TRANSFER TO		150,000.00	514,226.79	75,000.00	150,000.00	1,959,818.00	1,809,818.00	1,206.55%
	Total Expense:	**16,573,526.54**	**1,990,956.72**	**683,033.47**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**
	Report Total:	**6,059,439.86**	**-623,582.01**	**-388,575.58**	**0.00**	**0.00**	**0.00**	**0.00%**

General Fund Capital Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Expense								
Department: 100 - LEGISLATIVE								
01-100-001-5680	A/V EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5683	COMPUTER HARDWARE	2,405.52	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5684	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-100-001-5686	OFFICE EQUIP/FURNITURE	2,277.55	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Department: 100 - LEGISLATIVE:	**4,683.07**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 120 - FINANCIAL ADMINISTRATION								
01-120-001-5683	COMPUTER HARDWARE	1,317.59	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5686	OFFICE EQUIP/FURNITURE	1,799.12	0.00	0.00	0.00	0.00	0.00	0.00%
01-120-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	35,000.00	35,000.00	0.00%
	Total Department: 120 - FINANCIAL ADMINISTRATION:	**3,116.71**	**0.00**	**0.00**	**0.00**	**35,000.00**	**35,000.00**	**0.00%**
Department: 140 - HR/PERSONNEL								
01-140-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00%
	Total Department: 140 - HR/PERSONNEL:	**0.00**	**0.00**	**0.00**	**0.00**	**60,000.00**	**60,000.00**	**0.00%**
Department: 150 - PLANNING-ZONING								
01-150-001-5684	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-150-001-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-150-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	205,000.00	205,000.00	0.00%
01-150-001-5699	OTHER CAPITAL	0.00	397.50	19,615.50	185,000.00	185,000.00	0.00	0.00%
	Total Department: 150 - PLANNING-ZONING:	**0.00**	**397.50**	**19,615.50**	**185,000.00**	**390,000.00**	**205,000.00**	**110.81%**
Department: 160 - ADMINISTRATION								
01-160-001-5670	PASSENGER VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5680	A/V EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5683	COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-160-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Department: 160 - ADMINISTRATION:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 162 - INFORMATION TECHNOLOGY								
01-162-001-5683	COMPUTER HARDWARE	10,780.64	0.00	22,823.52	0.00	0.00	0.00	0.00%
01-162-001-5684	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
01-162-001-5694	Network Infrastructure	0.00	0.00	0.00	0.00	130,000.00	130,000.00	0.00%
Total Department: 162 - INFORMATION TECHNOLOGY:		**10,780.64**	**0.00**	**22,823.52**	**0.00**	**130,000.00**	**130,000.00**	**0.00%**
Department: 165 - GENERAL SERVICES								
01-165-001-5600	LAND	1,614,615.65	0.00	0.00	0.00	0.00	0.00	0.00%
01-165-001-5965	Project Reserve	0.00	364,226.79	0.00	0.00	1,959,818.00	1,959,818.00	0.00%
Total Department: 165 - GENERAL SERVICES:		**1,614,615.65**	**364,226.79**	**0.00**	**0.00**	**1,959,818.00**	**1,959,818.00**	**0.00%**
Department: 200 - POLICE DEPARTMENT								
01-200-001-5629	OTHER SITE IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5671	POLICE CRUISER	486,907.00	0.00	247,509.26	230,000.00	165,000.00	-65,000.00	-28.26%
01-200-001-5680	A/V EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5682	COMMUNICATIONS EQUIP	90,159.32	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5683	COMPUTER HARDWARE	25,302.97	800.00	900.00	0.00	0.00	0.00	0.00%
01-200-001-5684	COMPUTER SOFTWARE	1,454.27	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5686	OFFICE EQUIP/FURNITURE	4,369.66	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5688	WEAPONS	15,197.42	0.00	0.00	0.00	0.00	0.00	0.00%
01-200-001-5689	OTHER EQUIP	51,217.50	80,884.79	0.00	0.00	31,000.00	31,000.00	0.00%
01-200-001-5695	Intangible Asset	0.00	0.00	0.00	0.00	9,800.00	9,800.00	0.00%
01-200-026-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 200 - POLICE DEPARTMENT:		**674,608.14**	**81,684.79**	**248,409.26**	**230,000.00**	**205,800.00**	**-24,200.00**	**-10.52%**
Department: 230 - INSPECTIONS & ENFORCEMENT								
01-230-001-5670	PASSENGER VEHICLES	0.00	39,131.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5683	COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5689	OTHER EQUIP	549.99	0.00	0.00	0.00	0.00	0.00	0.00%
01-230-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 230 - INSPECTIONS & ENFORCEMENT:		**549.99**	**39,131.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 240 - EMERGENCY PREPAREDNESS								
01-240-001-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 240 - EMERGENCY PREPAREDNESS:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 300 - PUBLIC WORKS ADMINISTRATION								
01-300-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00%
01-300-001-5683	COMPUTER HARDWARE	1,063.76	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-001-5689	OTHER EQUIP	6,104.09	0.00	0.00	15,000.00	0.00	-15,000.00	-100.00%
01-300-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-300-902-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 300 - PUBLIC WORKS ADMINISTRATION:		**7,167.85**	**0.00**	**0.00**	**115,000.00**	**100,000.00**	**-15,000.00**	**-13.04%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 310 - FACILITIES MAINT & OPERATIONS								
01-310-001-5611	BUILDING IMPROVEMENTS	0.00	0.00	0.00	350,000.00	0.00	-350,000.00	-100.00%
01-310-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00%
01-310-001-5683	COMPUTER HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-001-5695	Intangible Asset	0.00	0.00	9,300.38	0.00	0.00	0.00	0.00%
01-310-001-5912	TRFR TO BLDG RESERVE	150,000.00	150,000.00	75,000.00	150,000.00	0.00	-150,000.00	-100.00%
01-310-900-5611	BUILDING IMPROVEMENTS - TH	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-901-5611	BLDG IMPRVMNTS - PD	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5611	BLDG IMPRVMNTS-PW BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5686	OFFICE EQUIP/FURNITURE	359.99	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-902-5689	OTHER EQUIP	5,116.17	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-907-5699	OTHER CAPITAL - Fire Station	0.00	6,000.00	0.00	45,825.00	144,000.00	98,175.00	214.24%
01-310-908-5686	OFFICE EQUIP/FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-908-5699	OTHER CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-310-909-5611	BUILDING IMPROVEMENTS	0.00	0.00	0.00	1,250,000.00	1,400,000.00	150,000.00	12.00%
01-310-912-5629	OTHER SITE IMPROVEMENTS	0.00	8,885.21	7,280.46	0.00	0.00	0.00	0.00%
01-310-916-5611	BUILDING IMPROVEMENTS	0.00	137.50	0.00	0.00	0.00	0.00	0.00%
Total Department: 310 - FACILITIES MAINT & OPERATIONS:		**155,476.16**	**165,022.71**	**91,580.84**	**1,795,825.00**	**1,644,000.00**	**-151,825.00**	**-8.45%**
Department: 315 - FLEET MAINTENANCE								
01-315-001-5685	MAINTENANCE EQUIP	2,433.33	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 315 - FLEET MAINTENANCE:		**2,433.33**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Department: 320 - STREETS & STORMWAYS								
01-320-001-5630	ROADS	13,055,549.48	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5632	SIDEWALKS	15,436.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5672	MEDIUM DUTY VEHICLE	20,263.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-320-345-5630	ROADS	829,335.15	602,368.40	78,032.13	617,822.00	796,292.00	178,470.00	28.89%
Total Department: 320 - STREETS & STORMWAYS:		**13,920,584.23**	**602,368.40**	**78,032.13**	**617,822.00**	**796,292.00**	**178,470.00**	**28.89%**
Department: 400 - PARKS & RECREATION-GENERAL								
01-400-001-5672	MEDIUM DUTY VEHICLE	20,263.60	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-001-5689	OTHER EQUIP	9,595.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-351-5629	OTHER SITE IMPROVEMENTS	126,065.62	90,967.09	218,928.47	1,221,700.00	1,299,600.00	77,900.00	6.38%
01-400-920-5623	PLAYGROUNDS	0.00	0.00	0.00	0.00	700,000.00	700,000.00	0.00%
01-400-920-5629	OTHER SITE IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-400-936-5629	OTHER SITE IMPROVEMENTS	13,248.73	643,620.70	0.00	0.00	0.00	0.00	0.00%
01-400-938-5629	OTHER SITE IMPROVEMENTS	0.00	3,537.74	3,643.75	754,145.00	30,000.00	-724,145.00	-96.02%
Total Department: 400 - PARKS & RECREATION-GENERAL:		**169,172.95**	**738,125.53**	**222,572.22**	**1,975,845.00**	**2,029,600.00**	**53,755.00**	**2.72%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Proposed	Comparison 1 to Parent Budget Increase / (Decrease)	%
Department: 420 - COMMUNITY PROMOTION								
01-420-405-5621	FURNITURE/FIXTURES	10,337.82	0.00	0.00	0.00	0.00	0.00	0.00%
01-420-470-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Department: 420 - COMMUNITY PROMOTION:		**10,337.82**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Expense:		**16,573,526.54**	**1,990,956.72**	**683,033.47**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**
Report Total:		**16,573,526.54**	**1,990,956.72**	**683,033.47**	**4,919,492.00**	**7,350,510.00**	**2,431,018.00**	**49.42%**

FY 2027 General Fund Capital Improvements

Buildings and Facilities

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY27 Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Dorchester Community Center	40	06/2028	1	Facilities	State Grant $1,250,000 Pending Project Reserve $100,000 Fund Balance $450,000	$1,250,000	$1,800,000	GOAL #30, Action 1: Meet identified facilities needs especially for indoor recreation and sports fitness, walking and swimming, and programming for youth, elderly and disabled residents.	The Dorchester Community Center would provide a safe haven for local youth, while providing a place for children and youth to gather for assistance with homework, life skills, and other trainings. The center could also be used for seniors or other groups of residents.	No significant impact anticipated, but there could be an increase in utilities with more use of the facility
Rehab old PW Bldg	30	03/2027	1	Facilities	Fund Balance	$150,000	$150,000	This aligns with the goal of providing for future infrastructure needs. The Utilities section has outgrown its current space and with new growth it will need to expand to keep up.	The old PW building is in disrepair and can only be used for storage. We would like to rehab it for the Utilities section to use for inventory storage and office space.	No significant impact anticipated
Fire Station Preservation	40	06/2028	1	Facilities	Project Reserve $39,825 Fund Balance	$144,000	$144,000	GOAL #1: La Plata will maintain and enforce its plans and policies to strengthen the downtown core and maintain its small-town character.	To complete necessary renovations to update and preserve the Town asset.	No significant impact anticipated

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Wills Park Basketball and Tennis Court Refurbishment	20	06/2027	1	Public Works	Fund Balance	$30,000	$30,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Resurface basketball and tennis courts at Wills park.	No significant impact anticipated
Town Park Upgrades and Refurbishments	20	06/2027	1	Public Works	Fund Balance	$700,000	$700,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	For needed grade and raise playground foundation of community parks including drainage and install rubber safety matting. New playground equipment to promote improved safety and overall Park aesthetic.	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
La Plata Bikeway	20	06/2028	1	Public Works	MDOT Bikeways Program $525,000 MDOT Transportation Alt. Program $2,300,000 Safe Streets for All $135,000 Charles County $175,000 Reimbursement Unassigned Fund Balance $114,000	$1,299,600	$3,249,000	Continue to make La Plata a very walkable community (Comp Plan., P.59); Encourage programs and projects that connect residents to the town's natural resources (Comp Plan, P. 11)	This project will construct a 10' shared use pathway from Milton Somers Middle School to Rosewick Road via Willow Lane, MD 6, MD 488, and Radio Station Road.	Normal maintenance is estimated at $1,000 annually

Intangible (Studies, Planning, & Software Implementations)

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Budgeting System Implementation	N/A	12/2026	1	Finance	Fund Balance	$35,000	$35,000	Strategic Goals - Good Governance, Operational Excellence, and Community Identity. Supports goal 21 of the Comprehensive Plan Establish a Capital Improvement Plan to guide town's infrastructure investment.	A comprehensive budgeting platform to enhance departmental budget preparation, improve capital budget and capital improvement planning, expand analysis and forecasting capabilities, and provide an interactive public-facing budget component.	On going expenditure for lincses are estimated to be $35,000 in the first year with subsequent increases for each following year.
CODY Upgrade	10	09/2026	1	Police	Fund Balance	$9,800	$9,800	Goals 2 & 5. Resources for effective delivery of services	One time implementation fee to upgrade the current on-site based report management system (RMS) to a web-based version, eliminating extra paid modules and bringing the PD's reporting capabilities up to standards.	Once implemented, the cost will be $10,000 more per year for the licensing and support than the current outdated version.
Compensation Study	5	02/2027	1	HR	Fund Balance	$60,000	$60,000	Good Governance, Operational Excellence	A comprehensive assessment and analysis of our compensation strategy and classification of positions to ensure we comply with the Council's goal of meeting or exceeding market standards. Ensuring our compensation strategy is competitive to attract and retain talent.	One-time cost of the study. Additional impact could be on payroll (salaries) if we are found to be below market, which would also increase Employer contribution costs to the pension and other Town-paid benefits.
Land-Use Fiscal Analysis by Matrix Consulting	4	12/2026	1	Planning	Fund Balance	$90,000	$90,000	Strategic Goals - Good Governance and Economic Prosperity.	To determine if the current land-use zoning in the Town is revenue positive, neutral or negative.	No significant impact anticipated
Neighborhood Traffic Calming		06/2027	1	Planning	USDOT Grant (SS4A) $92,000 Pending Fund Balance $23,000	$115,000	$115,000	Goal 16 - Continue to make La Plata a very walkable community.	In response to community concerns and unsafe conditions, there needs to a process and funding mechanism to install traffic calming devices. This project will design and implement neighborhood traffic calming at locations throughout La Plata.	No significant impact anticipated

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	06/2027	1	Public Works	HUR Funding	$796,292	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
Southwest Access Management & Safety Improvements	25	06/2027	1	Planning	USDOT Grant (SS4A) $148,000 Pending Fund Balance $37,000	$185,000	$185,000	Goal 15, #5 - Work with SHA to improve access management and safety along US 301	This project is developing conceptual alternatives and preliminary engineering for traffic safety and operations along US 301 between MD 6 and Old Stagecoach Road.	No significant impact anticipated

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Vehicle & Upfitting - Unmarked	7	12/2026	1	Police	Fund Balance & $20,000 from MADTF	$82,500	$82,500	Goals 2 & 5. Resources for effective delivery of services	Replacement of PD 801 - 10 years old	No significant impact
Vehicle & Upfitting - Unmarked	7	12/2026	1	Police	Fund Balance	$82,500	$82,500	Goals 2 & 5. Resources for effective delivery of services	Replacement of PD 604 - 10 years old	No significant impact
3/4 Ton Pickup with plow and spreader	10	01/2027	1	Public Works	Fund Balance	$100,000	$100,000		3/4 ton pickup with a snow plow and salt spreader	
Truck	10	01/2027	1	Facilities Main	Fund Balance	$100,000	$100,000		New service truck for Facilities Manager Position	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Radar Unit (2)	10	12/2026	1	Police	Fund Balance	$6,000	$6,000	Goals 2 & 5. Resources for effective delivery of services	2 Doppler radar in-car units, including mounts and needed hardware.	No significant impact
Police Mobile Radios - Motorola	10	12/2026	1	Police	Fund Balance	$25,000	$25,000	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Backup current switch configuration	6	12/2027	1	IT	Fund Balance	$130,000	$130,000	Strategic Goals - Good Governance and Operational Excellence	Replace the three network switches in the Town Hall server room to adhere to industry specifications and provide the Town Hall network with updated industry security standards and protective and proactive measures.	None

Sanitation Fund Description

The Sanitation Department is a critical function within the Sanitation Fund, responsible for the efficient collection, disposal, and recycling of solid waste in the Town of La Plata. This department manages all activities related to refuse, recyclables, and yard waste, ensuring that waste is handled in an environmentally responsible manner and in compliance with local regulations. The Sanitation Department also provides residents with the option to schedule special pick-ups for bulk waste or other materials, offering additional flexibility and convenience.

The Sanitation Department is essential to maintaining a clean, safe, and healthy environment for the community. By properly managing solid waste and recycling programs, the department helps reduce environmental impact, improve public health, and maintain the aesthetic integrity of the Town.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 80 - SANITATION FUND							
Department: 330 - SANITATION							
51 - SALARY & WAGES	$ 332,046	$ 533,460	$ 345,533	$ 596,057	$ 580,533	$ (15,524)	-2.60
52 - FRINGE BENEFITS	$ 212,843	$ 343,417	$ 226,118	$ 419,940	$ 349,088	$ (70,852)	-16.87
53 - CONTRACTED SERVICES	$ 759,759	$ 847,759	$ 542,391	$ 907,063	$ 934,364	$ 27,301	3.01
54 - SUPPLIES & MATERIALS	$ 39,995	$ 94,650	$ 75,586	$ 142,780	$ 152,306	$ 9,526	6.67
55 - OTHER EXPENDITURES	$ 63,264	$ 65,447	$ 348	$ 68,563	$ 70,640	$ 2,077	3.03
56 - CAPITAL OUTLAY	$ 86,035	$ 12,022	$ -	$ 250,000	$ 250,000	$ -	0.00
59 - OTHER FINANCING USES	$ 211,242	$ 263,629	$ 139,178	$ 278,355	$ 278,751	$ 396	0.14
Department Total	**$ 1,705,183**	**$ 2,160,384**	**$ 1,329,155**	**$ 2,662,758**	**$ 2,615,682**	**$ (47,076)**	**-1.77**
Total Fund: 80 - SANITATION FUND:	**$ 1,705,183**	**$ 2,160,384**	**$ 1,329,155**	**$ 2,662,758**	**$ 2,615,682**	**$ (47,076)**	**-1.77**

Sanitation Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND							
Revenue							
46 - SERVICE CHARGES	1,625,155.53	2,129,114.72	1,162,585.07	2,256,025.00	2,495,207.00	239,182.00	10.60%
47 - FEES, FINES, FORFEITURES	29,330.38	35,734.21	15,064.56	53,894.00	33,000.00	-20,894.00	-38.77%
48 - MISCELLANEOUS REVENUES	42,759.86	37,075.35	20,764.60	23,147.00	19,600.00	-3,547.00	-15.32%
49 - OTHER FINANCING SOURCES	0.00	0.00	0.00	79,692.00	0.00	-79,692.00	-100.00%
Total Revenue:	**1,697,245.77**	**2,201,924.28**	**1,198,414.23**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Expense							
51 - SALARY & WAGES	332,046.10	533,460.08	285,420.77	596,057.00	580,533.00	-15,524.00	-2.60%
52 - FRINGE BENEFITS	212,842.87	343,416.93	195,141.96	419,940.00	332,123.00	-87,817.00	-20.91%
53 - CONTRACTED SERVICES	759,758.88	847,758.52	450,559.68	907,063.00	933,454.00	26,391.00	2.91%
54 - SUPPLIES & MATERIALS	39,994.92	94,649.79	41,891.31	142,780.00	152,306.00	9,526.00	6.67%
55 - OTHER EXPENDITURES	63,263.51	65,447.20	241.30	68,563.00	70,640.00	2,077.00	3.03%
59 - OTHER FINANCING USES	211,242.00	263,629.00	139,178.00	278,355.00	478,751.00	200,396.00	71.99%
Total Expense:	**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Total Fund: 80 - SANITATION FUND:	**78,097.49**	**53,562.76**	**85,981.21**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**78,097.49**	**53,562.76**	**85,981.21**	**0.00**	**0.00**	**0.00**	**0.00%**

Sanitation Fund Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND								
Department: 330 - SANITATION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
80-330-001-5102	SALARY - OT @ 1.0	1,718.83	5,863.42	3,634.25	0.00	0.00	0.00	0.00%
80-330-001-5103	SALARY - OT @ 1.5	7,718.10	24,223.65	17,192.16	0.00	15,000.00	15,000.00	0.00%
80-330-001-5110	REGULAR FT CIVILIAN SALARY	322,166.35	503,373.01	264,594.36	596,057.00	565,533.00	-30,524.00	-5.12%
80-330-001-5160	BONUSES	442.82	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**332,046.10**	**533,460.08**	**285,420.77**	**596,057.00**	**580,533.00**	**-15,524.00**	**-2.60%**
Category: 52 - FRINGE BENEFITS								
80-330-001-5205	DENTAL	2,886.20	3,519.00	2,112.57	5,670.00	4,250.00	-1,420.00	-25.04%
80-330-001-5215	HEALTH INSURANCE	88,121.47	142,670.02	74,014.22	256,050.00	179,200.00	-76,850.00	-30.01%
80-330-001-5220	LIFE INSURANCE W/H	2,951.94	3,561.88	3,336.11	7,658.00	6,620.00	-1,038.00	-13.55%
80-330-001-5230	WORKERS' COMPENSATION	16,826.00	23,174.79	16,516.26	27,140.00	22,260.00	-4,880.00	-17.98%
80-330-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
80-330-001-5245	MSRPS PENSION	76,875.31	132,547.73	77,328.00	77,742.00	76,433.00	-1,309.00	-1.68%
80-330-001-5260	F I C A / MEDICARE	25,181.95	37,943.51	21,834.80	45,680.00	43,360.00	-2,320.00	-5.08%
	Total Category: 52 - FRINGE BENEFITS:	**212,842.87**	**343,416.93**	**195,141.96**	**419,940.00**	**332,123.00**	**-87,817.00**	**-20.91%**
Category: 53 - CONTRACTED SERVICES								
80-330-001-5301	BANK CHARGES	25,479.02	26,109.97	17,997.20	24,704.00	12,000.00	-12,704.00	-51.42%
80-330-001-5310	INSURANCE - FLOOD	0.00	8.66	0.00	9.00	0.00	-9.00	-100.00%
80-330-001-5312	INSURANCE - LIABILITY	2,488.91	3,101.79	5,638.06	3,195.00	5,920.00	2,725.00	85.29%
80-330-001-5314	INSURANCE - PROPERTY	41.69	130.44	43.63	134.00	50.00	-84.00	-62.69%
80-330-001-5316	INSURANCE - VEHICLE	6,813.92	6,633.57	7,882.32	6,833.00	8,280.00	1,447.00	21.18%
80-330-001-5318	INSURANCE - DEDUCTIBLES	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00%
80-330-001-5325	LICENSES/USER FEES	403,767.73	504,009.84	274,203.22	543,414.00	543,414.00	0.00	0.00%
80-330-001-5333	M&R-VEHICLES	21,305.96	22,052.52	14,303.75	45,000.00	45,000.00	0.00	0.00%
80-330-001-5338	M&R-OTHER	89.31	551.25	29.34	2,000.00	2,000.00	0.00	0.00%
80-330-001-5340	POSTAGE / DELIVERY	3,303.98	3,491.03	1,784.12	3,000.00	3,000.00	0.00	0.00%
80-330-001-5345	PRINTING / REPRODUCTION SE	0.00	0.00	1,628.00	0.00	0.00	0.00	0.00%
80-330-001-5383	TELEPHONE-WIRELESS-VOICE	341.01	219.89	506.49	500.00	500.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
80-330-001-5399	OTHER CONTRACTED SERVICES	73,811.96	5,232.72	1,241.70	2,520.00	2,750.00	230.00	9.13%
Total Category: 53 - CONTRACTED SERVICES:		**537,443.49**	**573,541.68**	**325,257.83**	**631,309.00**	**622,914.00**	**-8,395.00**	**-1.33%**
Category: 54 - SUPPLIES & MATERIALS								
80-330-001-5410	FUEL - GAS/DIESEL/OTHER	29,805.25	33,505.12	12,273.99	46,295.00	45,806.00	-489.00	-1.06%
80-330-001-5445	UNIFORMS/SHOES/BOOTS	7,518.08	17,143.01	8,486.66	18,485.00	18,500.00	15.00	0.08%
80-330-001-5458	SM CAP - OTHER EQUIP	0.00	41,645.00	20,400.00	75,000.00	85,000.00	10,000.00	13.33%
80-330-001-5499	SUPPLIES - OTHER	2,481.86	2,356.66	730.66	3,000.00	3,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**39,805.19**	**94,649.79**	**41,891.31**	**142,780.00**	**152,306.00**	**9,526.00**	**6.67%**
Category: 55 - OTHER EXPENDITURES								
80-330-001-5507	DEPREC EXP-SAN	63,263.51	65,341.20	0.00	63,263.00	65,340.00	2,077.00	3.28%
80-330-001-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	0.00	200.84	0.00	0.00	0.00	0.00%
80-330-001-5574	REGISTRATION	0.00	106.00	0.00	5,300.00	5,300.00	0.00	0.00%
80-330-001-5579	MISCELLANEOUS OTHER	0.00	0.00	40.46	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**63,263.51**	**65,447.20**	**241.30**	**68,563.00**	**70,640.00**	**2,077.00**	**3.03%**
Category: 59 - OTHER FINANCING USES								
80-330-001-5970	OPERATING-GENERAL-UNRESE	211,242.00	263,629.00	139,178.00	278,355.00	278,751.00	396.00	0.14%
80-330-001-5971	Transfer to Capital	0.00	0.00	0.00	0.00	200,000.00	200,000.00	0.00%
Total Category: 59 - OTHER FINANCING USES:		**211,242.00**	**263,629.00**	**139,178.00**	**278,355.00**	**478,751.00**	**200,396.00**	**71.99%**
Total Activity: 001 - General Operations:		**1,396,643.16**	**1,874,144.68**	**987,131.17**	**2,137,004.00**	**2,237,267.00**	**100,263.00**	**4.69%**
Activity: 325 - Leaf/Yard Waste Collection								
Category: 53 - CONTRACTED SERVICES								
80-330-325-5338	M&R-OTHER	4,063.71	0.00	0.00	3,000.00	3,000.00	0.00	0.00%
80-330-325-5399	OTHER CONTRACTED SERVICES	20,429.52	16,252.26	10,608.98	42,000.00	45,000.00	3,000.00	7.14%
Total Category: 53 - CONTRACTED SERVICES:		**24,493.23**	**16,252.26**	**10,608.98**	**45,000.00**	**48,000.00**	**3,000.00**	**6.67%**
Category: 54 - SUPPLIES & MATERIALS								
80-330-325-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
80-330-325-5440	TOOLS/EQUIPMENT	69.89	0.00	0.00	0.00	0.00	0.00	0.00%
80-330-325-5499	SUPPLIES - OTHER	119.84	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**189.73**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 325 - Leaf/Yard Waste Collection:		**24,682.96**	**16,252.26**	**10,608.98**	**45,000.00**	**48,000.00**	**3,000.00**	**6.67%**
Activity: 330 - Mosquito spraying								
Category: 53 - CONTRACTED SERVICES								
80-330-330-5359	OTHER PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 330 - Mosquito spraying:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 340 - Recycling								
Category: 53 - CONTRACTED SERVICES								
80-330-340-5399	OTHER CONTRACTED SERVICES	197,822.16	257,964.58	114,692.87	230,754.00	262,540.00	31,786.00	13.77%
Total Category: 53 - CONTRACTED SERVICES:		**197,822.16**	**257,964.58**	**114,692.87**	**230,754.00**	**262,540.00**	**31,786.00**	**13.77%**
Category: 54 - SUPPLIES & MATERIALS								
80-330-340-5499	SUPPLIES - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 340 - Recycling:		**197,822.16**	**257,964.58**	**114,692.87**	**230,754.00**	**262,540.00**	**31,786.00**	**13.77%**
Total Department: 330 - SANITATION:		**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Total Fund: 80 - SANITATION FUND:		**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**
Report Total:		**1,619,148.28**	**2,148,361.52**	**1,112,433.02**	**2,412,758.00**	**2,547,807.00**	**135,049.00**	**5.60%**

Sanitation Fund Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	40,527.20	0.00	0.00	0.00	0.00	0.00	0.00%
492 - TRANSFER IN	0.00	0.00	0.00	250,000.00	200,000.00	-50,000.00	-20.00%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
Total Revenue:	**40,527.20**	**0.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
Expense							
566 - TRANSPORTATION	86,035.00	12,022.00	0.00	0.00	0.00	0.00	0.00%
567 - VEHICLES	0.00	0.00	0.00	250,000.00	250,000.00	0.00	0.00%
Total Expense:	**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
Total Fund: 80 - SANITATION FUND:	**-45,507.80**	**-12,022.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**-45,507.80**	**-12,022.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Sanitation Fund Capital Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 80 - SANITATION FUND								
Expense								
SubCategory: 566 - TRANSPORTATION								
80-330-001-5689	OTHER EQUIP	73,925.00	12,022.00	0.00	0.00	0.00	0.00	0.00%
80-330-340-5689	OTHER EQUIP	12,110.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 566 - TRANSPORTATION:	**86,035.00**	**12,022.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 567 - VEHICLES								
80-330-001-5673	HEAVY DUTY VEHICLE	0.00	0.00	0.00	250,000.00	250,000.00	0.00	0.00%
Budget Detail								
Budget Code	**Description**		**Units**	**Price**	**Amount**			
Town Manager	Trash Truck to replace S10		1.00	250,000.00	250,000.00			
	Total SubCategory: 567 - VEHICLES:	**0.00**	**0.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
	Total Expense:	**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
	Total Fund: 80 - SANITATION FUND:	**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**
	Report Total:	**86,035.00**	**12,022.00**	**0.00**	**250,000.00**	**250,000.00**	**0.00**	**0.00%**

WATER FUND

Distribution Department Description:

The Water Distribution Department is a critical component of the Water Fund, responsible for the safe and efficient transmission of potable water to homes, businesses, and public facilities throughout the Town. This department ensures that water is delivered reliably and at the required pressure while maintaining compliance with all state and federal water quality standards. Responsibilities include maintaining and repairing water mains, service lines, valves, and hydrants, as well as responding to leaks, breaks, and other service disruptions.

The Water Distribution Department is essential to maintaining the Town's water infrastructure, preventing costly emergency repairs, and ensuring uninterrupted water service. This department supports routine maintenance, system upgrades, and long-term improvements to enhance efficiency and sustainability. Reliable water distribution is vital to public health, fire protection, economic development, and the overall quality of life in the community.

Production and Storage Department Description:

The Water Production and Storage Department is a vital component of the Water Fund, responsible for the safe and efficient production, treatment, and storage of the Town's potable water supply. This department ensures that water quality meets or exceeds all state and federal drinking water standards while maintaining sufficient supply to meet residential, commercial, and emergency demands. The Town operates five active wells and three active water towers, which require ongoing monitoring, maintenance, and upgrades to ensure reliability and efficiency.

The Water Production and Storage Department is essential to safeguarding public health, maintaining water system resilience, and supporting the Town's continued growth. This department allow for critical infrastructure maintenance, water quality testing, system upgrades, and emergency preparedness. Reliable water production and storage are fundamental to daily life, fire protection, and economic development, making continued financial support a priority for the Town's sustainability and long-term planning.

FY2026 Performance Highlights

In FY2026, the Department made measurable progress across multiple service areas. Key accomplishments included advancement of the Wills Park Playground project, improvements to the Advanced Metering Infrastructure (AMI) system with read rates increasing from 86% to over 94%, and continued improvements to the Public Works yard.

Operational activity remained high, with hundreds of service requests and maintenance activities completed, including utility service calls and infrastructure maintenance. The Department also supported Miss Utility locates.

FY2027 Priorities

In FY2027, the Public Works Department will focus on:

- Continuing organizational culture improvements and workforce development
- Enhancing AMI system performance and utility operations
- Advancing infrastructure maintenance, including hydrant repairs
- Supporting recruitment and retention of skilled staff
- Modernizing fleet and equipment to improve service reliability

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 84 - WATER FUND							
Department: 350 - DISTRIBUTION							
51 - SALARY & WAGES	$ 179,562	$ 184,498	$ 110,790	$ 255,005	$ 305,122	$ 50,117	19.65
52 - FRINGE BENEFITS	$ 73,897	$ 74,703	$ 63,209	$ 130,516	$ 199,506	$ 68,990	52.86
53 - CONTRACTED SERVICES	$ 186,165	$ 318,686	$ 171,690	$ 202,441	$ 179,387	$ (23,054)	-11.39
54 - SUPPLIES & MATERIALS	$ 191,995	$ 366,484	$ 62,460	$ 347,171	$ 284,071	$ (63,100)	-18.18
55 - OTHER EXPENDITURES	$ 90,742	$ 92,046	$ 6,490	$ 92,170	$ 91,146	$ (1,024)	-1.11
56 - CAPITAL OUTLAY	$ 4,500	$ -	$ 61,082	$ 2,379,200	$ 3,075,000	$ 695,800	29.25
59 - OTHER FINANCING USES	$ 162,288	$ 208,816	$ 126,493	$ 226,218	$ 255,255	$ 29,037	12.84
Department Total	**$ 889,149**	**$ 1,245,232**	**$ 602,215**	**$ 3,632,721**	**$ 4,389,487**	**$ 756,766**	**20.83**
Department: 355 - PRODUCTION & STORAGE							
53 - CONTRACTED SERVICES	$ 337,585	$ 370,019	$ 278,591	$ 471,441	$ 422,141	$ (49,300)	-10.46
54 - SUPPLIES & MATERIALS	$ 239	$ 32,702	$ 37,781	$ 5,000	$ 45,000	$ 40,000	800.00
55 - OTHER EXPENDITURES	$ 148,882	$ 153,292	$ -	$ 149,830	$ 136,850	$ (12,980)	-8.66
56 - CAPITAL OUTLAY	$ -	$ 1,526	$ 87,890	$ -	$ -	$ -	0.00
Department Total	**$ 486,706**	**$ 557,539**	**$ 404,262**	**$ 626,271**	**$ 603,991**	**$ (22,280)**	**-3.56**
Total Fund: 84 - WATER FUND:	**$ 1,375,855**	**$ 1,802,771**	**$ 1,006,476**	**$ 4,258,992**	**$ 4,993,478**	**$ 734,486**	**17.25**

Water Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND							
Revenue							
40 - LOCAL TAX REVENUE	0.00	-7,693.81	0.00	0.00	0.00	0.00	0.00%
41 - LICENSES & PERMITS	2,880.00	6,458.40	0.00	0.00	0.00	0.00	0.00%
46 - SERVICE CHARGES	1,652,093.17	1,781,101.20	857,680.53	1,751,380.00	1,799,454.00	48,074.00	2.74%
47 - FEES, FINES, FORFEITURES	22,502.51	26,971.41	10,156.09	30,573.00	23,000.00	-7,573.00	-24.77%
48 - MISCELLANEOUS REVENUES	82,266.69	82,640.87	52,383.67	73,222.00	63,342.00	-9,880.00	-13.49%
49 - OTHER FINANCING SOURCES	0.00	0.00	0.00	32,682.00	32,682.00	0.00	0.00%
Total Revenue:	**1,759,742.37**	**1,889,478.07**	**920,220.29**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**
Expense							
51 - SALARY & WAGES	179,561.65	184,497.83	76,030.98	255,005.00	303,555.00	48,550.00	19.04%
52 - FRINGE BENEFITS	73,897.08	74,702.94	50,228.62	130,516.00	186,553.00	56,037.00	42.93%
53 - CONTRACTED SERVICES	523,749.88	688,704.05	375,517.83	673,882.00	599,608.00	-74,274.00	-11.02%
54 - SUPPLIES & MATERIALS	192,233.91	399,185.41	77,726.99	352,171.00	329,071.00	-23,100.00	-6.56%
55 - OTHER EXPENDITURES	239,624.42	245,338.45	6,115.10	242,000.00	244,436.00	2,436.00	1.01%
59 - OTHER FINANCING USES	162,288.00	208,816.00	126,493.23	234,283.00	255,255.00	20,972.00	8.95%
Total Expense:	**1,371,354.94**	**1,801,244.68**	**712,112.75**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**
Total Fund: 84 - WATER FUND:	**388,387.43**	**88,233.39**	**208,107.54**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**388,387.43**	**88,233.39**	**208,107.54**	**0.00**	**0.00**	**0.00**	**0.00%**

Water Fund Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND								
Department: 350 - DISTRIBUTION								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
84-350-001-5102	SALARY - OT @ 1.0	1,431.61	2,506.05	1,233.90	0.00	0.00	0.00	0.00%
84-350-001-5103	SALARY - OT @ 1.5	26,344.95	39,817.28	14,420.40	36,000.00	38,760.00	2,760.00	7.67%
84-350-001-5110	REGULAR FT CIVILIAN SALARY	148,939.79	142,174.50	60,376.68	219,005.00	264,795.00	45,790.00	20.91%
84-350-001-5160	BONUSES	338.85	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**177,055.20**	**184,497.83**	**76,030.98**	**255,005.00**	**303,555.00**	**48,550.00**	**19.04%**
Category: 52 - FRINGE BENEFITS								
84-350-001-5205	DENTAL	1,154.23	1,063.09	492.44	1,749.00	2,460.00	711.00	40.65%
84-350-001-5215	HEALTH INSURANCE	36,237.25	33,282.25	15,212.45	71,912.00	114,370.00	42,458.00	59.04%
84-350-001-5220	LIFE INSURANCE W/H	1,274.53	1,315.60	625.49	2,447.00	3,130.00	683.00	27.91%
84-350-001-5230	WORKERS' COMPENSATION	8,170.00	9,162.45	5,875.27	9,270.00	10,460.00	1,190.00	12.84%
84-350-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
84-350-001-5245	MSRPS PENSION	13,785.57	16,440.98	22,212.00	28,318.00	35,783.00	7,465.00	26.36%
84-350-001-5260	F I C A / MEDICARE	13,085.74	13,438.57	5,810.97	16,820.00	20,350.00	3,530.00	20.99%
	Total Category: 52 - FRINGE BENEFITS:	**73,707.32**	**74,702.94**	**50,228.62**	**130,516.00**	**186,553.00**	**56,037.00**	**42.93%**
Category: 53 - CONTRACTED SERVICES								
84-350-001-5300	ADS & NOTICES	0.00	0.00	60.50	0.00	0.00	0.00	0.00%
84-350-001-5301	BANK CHARGES	23,582.09	23,997.72	16,537.93	20,635.00	12,000.00	-8,635.00	-41.85%
84-350-001-5310	INSURANCE - FLOOD	0.00	573.04	529.88	590.00	560.00	-30.00	-5.08%
84-350-001-5312	INSURANCE - LIABILITY	1,114.84	1,119.67	1,773.25	1,153.00	1,870.00	717.00	62.19%
84-350-001-5314	INSURANCE - PROPERTY	5,610.15	5,748.08	7,270.64	5,921.00	7,640.00	1,719.00	29.03%
84-350-001-5316	INSURANCE - VEHICLE	3,546.87	3,707.44	5,180.36	3,819.00	5,440.00	1,621.00	42.45%
84-350-001-5318	INSURANCE - DEDUCTIBLES	0.00	11,104.23	-9,369.51	0.00	0.00	0.00	0.00%
84-350-001-5325	LICENSES/USER FEES	31,879.15	41,972.47	39,793.00	48,274.00	49,858.00	1,584.00	3.28%
84-350-001-5333	M&R-VEHICLES	4,506.52	5,676.09	1,215.58	7,000.00	7,000.00	0.00	0.00%
84-350-001-5338	M&R-OTHER	1,731.25	2,281.02	0.00	0.00	0.00	0.00	0.00%
84-350-001-5340	POSTAGE / DELIVERY	3,345.59	3,562.98	2,681.87	4,000.00	4,000.00	0.00	0.00%
84-350-001-5345	PRINTING / REPRODUCTION SE	2,358.79	2,480.08	637.00	0.00	0.00	0.00	0.00%
84-350-001-5351	PROF SVCS-ATTORNEY	0.00	7,750.00	75.00	0.00	0.00	0.00	0.00%
84-350-001-5353	PROF SVCS-CONTRACTOR	16,565.17	31,653.70	23,484.70	25,000.00	25,000.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
84-350-001-5359	OTHER PROFESSIONAL SERVICE	50.00	16,240.00	4,640.00	16,250.00	0.00	-16,250.00	-100.00%
84-350-001-5382	TELEPHONE-WIRELESS-DATA/V	658.66	552.24	387.11	500.00	500.00	0.00	0.00%
84-350-001-5383	TELEPHONE-WIRELESS-VOICE	1,057.79	1,338.41	645.51	1,300.00	1,300.00	0.00	0.00%
84-350-001-5399	OTHER CONTRACTED SERVICES	29,004.84	81,368.41	39,999.47	17,999.00	12,299.00	-5,700.00	-31.67%
Total Category: 53 - CONTRACTED SERVICES:		**125,011.71**	**241,125.58**	**135,542.29**	**152,441.00**	**127,467.00**	**-24,974.00**	**-16.38%**
Category: 54 - SUPPLIES & MATERIALS								
84-350-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	2,236.48	0.00	10,000.00	10,000.00	0.00%
84-350-001-5410	FUEL - GAS/DIESEL/OTHER	11,624.76	12,368.72	4,680.63	15,202.00	15,202.00	0.00	0.00%
84-350-001-5426	Chemical Supplies	0.00	0.00	0.00	35,000.00	0.00	-35,000.00	-100.00%
84-350-001-5430	REPAIR/REPLACEMENT PARTS/	2,086.78	18,375.40	12,426.47	110,500.00	110,500.00	0.00	0.00%
84-350-001-5440	TOOLS/EQUIPMENT	18,401.60	2,917.77	3,597.73	25,300.00	25,300.00	0.00	0.00%
84-350-001-5445	UNIFORMS/SHOES/BOOTS	1,129.47	3,572.62	2,241.83	5,631.00	5,631.00	0.00	0.00%
84-350-001-5453	SM CAP - COMMUNICATIONS E	0.00	16,717.23	0.00	0.00	0.00	0.00	0.00%
84-350-001-5458	SM CAP - OTHER EQUIP	0.00	3,396.50	3,294.75	36,888.00	36,888.00	0.00	0.00%
84-350-001-5499	SUPPLIES - OTHER	158,752.76	309,135.67	17,664.95	118,650.00	80,550.00	-38,100.00	-32.11%
Total Category: 54 - SUPPLIES & MATERIALS:		**191,995.37**	**366,483.91**	**46,142.84**	**347,171.00**	**284,071.00**	**-63,100.00**	**-18.18%**
Category: 55 - OTHER EXPENDITURES								
84-350-001-5507	DEPREC EXP-WTR-DISTR	74,492.08	75,145.69	0.00	75,585.00	75,150.00	-435.00	-0.58%
84-350-001-5570	INCIDENTALS-PARKING, TOLLS,	222.00	103.00	0.00	24.00	24.00	0.00	0.00%
84-350-001-5571	LODGING	2,313.24	2,017.72	0.00	3,030.00	3,030.00	0.00	0.00%
84-350-001-5572	MEALS	1,086.00	1,893.20	0.00	1,512.00	1,512.00	0.00	0.00%
84-350-001-5573	MILEAGE-LOCAL	1,495.11	1,291.77	0.00	1,344.00	1,344.00	0.00	0.00%
84-350-001-5574	REGISTRATION	3,812.40	5,457.25	25.00	4,760.00	4,760.00	0.00	0.00%
84-350-001-5599	MISCELLANEOUS OTHER	266.67	400.00	175.23	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**83,687.50**	**86,308.63**	**200.23**	**86,255.00**	**85,820.00**	**-435.00**	**-0.50%**
Category: 59 - OTHER FINANCING USES								
84-350-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
84-350-001-5970	OPERATING-GENERAL-UNRESE	162,288.00	208,816.00	99,726.00	199,451.00	227,899.00	28,448.00	14.26%
84-350-001-5971	Transfer to Capital	0.00	0.00	0.00	8,065.00	0.00	-8,065.00	-100.00%
Total Category: 59 - OTHER FINANCING USES:		**162,288.00**	**208,816.00**	**99,726.00**	**207,516.00**	**227,899.00**	**20,383.00**	**9.82%**
Total Activity: 001 - General Operations:		**813,745.10**	**1,161,934.89**	**407,870.96**	**1,178,904.00**	**1,215,365.00**	**36,461.00**	**3.09%**
Activity: 002 - Maintenance								
Category: 51 - SALARY & WAGES								
84-350-002-5103	SALARY - OT @ 1.5	2,506.45	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**2,506.45**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
84-350-002-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
84-350-002-5260	F I C A / MEDICARE	189.76	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 52 - FRINGE BENEFITS:	**189.76**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 002 - Maintenance:	**2,696.21**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
84-350-005-5356	PROF SVCS-IT SUPPORT	59,303.25	77,559.93	7,084.62	50,000.00	50,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**59,303.25**	**77,559.93**	**7,084.62**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
	Total Activity: 005 - GIS:	**59,303.25**	**77,559.93**	**7,084.62**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
Activity: 630 - AMR/Meter Replacement								
Category: 53 - CONTRACTED SERVICES								
84-350-630-5351	PROF SVCS-ATTORNEY	1,850.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,850.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 630 - AMR/Meter Replacement:	**1,850.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 825 - MDE 2011 SRF-AMR/Meter Upgrade #1								
Category: 55 - OTHER EXPENDITURES								
84-350-825-5505	MDE 11 SRF/AMR LN COSTS/FE	1,529.13	1,529.13	1,529.13	1,529.00	1,529.00	0.00	0.00%
84-350-825-5534	INTEREST-STATE LOANS	5,525.74	4,208.27	4,385.74	4,386.00	3,797.00	-589.00	-13.43%
	Total Category: 55 - OTHER EXPENDITURES:	**7,054.87**	**5,737.40**	**5,914.87**	**5,915.00**	**5,326.00**	**-589.00**	**-9.96%**
Category: 59 - OTHER FINANCING USES								
84-350-825-5902	MDE 11 SRF/AMR LN PRIN -	0.00	0.00	26,767.23	26,767.00	27,356.00	589.00	2.20%
	Total Category: 59 - OTHER FINANCING USES:	**0.00**	**0.00**	**26,767.23**	**26,767.00**	**27,356.00**	**589.00**	**2.20%**
	Total Activity: 825 - MDE 2011 SRF-AMR/Meter Upgrade #1:	**7,054.87**	**5,737.40**	**32,682.10**	**32,682.00**	**32,682.00**	**0.00**	**0.00%**
	Total Department: 350 - DISTRIBUTION:	**884,649.43**	**1,245,232.22**	**447,637.68**	**1,261,586.00**	**1,298,047.00**	**36,461.00**	**2.89%**
Department: 355 - PRODUCTION & STORAGE								
Activity: 001 - General Operations								
Category: 53 - CONTRACTED SERVICES								
84-355-001-5338	M&R-OTHER	775.54	0.00	0.00	55,000.00	55,000.00	0.00	0.00%
84-355-001-5354	PRF SVCS-FAC OPS-WTR-S&P	14,718.60	14,143.75	9,635.95	14,000.00	14,700.00	700.00	5.00%
84-355-001-5399	OTHER CONTRACTED SERVICES	114,060.35	87,281.68	64,908.41	139,300.00	89,300.00	-50,000.00	-35.89%
	Total Category: 53 - CONTRACTED SERVICES:	**129,554.49**	**101,425.43**	**74,544.36**	**208,300.00**	**159,000.00**	**-49,300.00**	**-23.67%**
Category: 54 - SUPPLIES & MATERIALS								
84-355-001-5410	FUEL - GAS/DIESEL/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
84-355-001-5426	Chemical Supplies	0.00	27,074.25	17,880.75	0.00	40,000.00	40,000.00	0.00%
84-355-001-5430	REPAIR/REPLACEMENT PARTS/	0.00	1,949.80	6,676.74	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
84-355-001-5499	SUPPLIES - OTHER	132.93	3,283.43	987.24	5,000.00	5,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**132.93**	**32,307.48**	**25,544.73**	**5,000.00**	**45,000.00**	**40,000.00**	**800.00%**
Category: 55 - OTHER EXPENDITURES								
84-355-001-5507	DEPREC EXP-WTR-P&S	148,882.05	153,292.42	0.00	149,830.00	153,290.00	3,460.00	2.31%
Total Category: 55 - OTHER EXPENDITURES:		**148,882.05**	**153,292.42**	**0.00**	**149,830.00**	**153,290.00**	**3,460.00**	**2.31%**
Total Activity: 001 - General Operations:		**278,569.47**	**287,025.33**	**100,089.09**	**363,130.00**	**357,290.00**	**-5,840.00**	**-1.61%**
Activity: 980 - Well 5								
Category: 53 - CONTRACTED SERVICES								
84-355-980-5338	M&R-OTHER	244.42	29.95	3,317.44	0.00	0.00	0.00	0.00%
84-355-980-5370	ELECTRICITY-WELL#5	2,778.71	4,220.02	1,873.69	4,056.00	4,056.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**3,023.13**	**4,249.97**	**5,191.13**	**4,056.00**	**4,056.00**	**0.00**	**0.00%**
Total Activity: 980 - Well 5:		**3,023.13**	**4,249.97**	**5,191.13**	**4,056.00**	**4,056.00**	**0.00**	**0.00%**
Activity: 982 - Well 8								
Category: 53 - CONTRACTED SERVICES								
84-355-982-5338	M&R-OTHER-WELL#8	19,287.97	1,631.84	1,124.00	0.00	0.00	0.00	0.00%
84-355-982-5370	ELECTRICITY-WELL#8	92,963.16	121,303.86	67,140.30	131,374.00	131,374.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**112,251.13**	**122,935.70**	**68,264.30**	**131,374.00**	**131,374.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
84-355-982-5430	RPR/RPLCMNT PRTS/MTRLS-W	105.61	30.44	6,028.38	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**105.61**	**30.44**	**6,028.38**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 982 - Well 8:		**112,356.74**	**122,966.14**	**74,292.68**	**131,374.00**	**131,374.00**	**0.00**	**0.00%**
Activity: 983 - Well 9								
Category: 53 - CONTRACTED SERVICES								
84-355-983-5338	M&R-OTHER-WELL #9	11,365.02	24,117.66	650.00	0.00	0.00	0.00	0.00%
84-355-983-5370	ELECTRICITY-WELL#9	13,283.34	13,525.82	14,197.96	13,529.00	13,529.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**24,648.36**	**37,643.48**	**14,847.96**	**13,529.00**	**13,529.00**	**0.00**	**0.00%**
Total Activity: 983 - Well 9:		**24,648.36**	**37,643.48**	**14,847.96**	**13,529.00**	**13,529.00**	**0.00**	**0.00%**
Activity: 984 - Well 10								
Category: 53 - CONTRACTED SERVICES								
84-355-984-5338	M&R-OTHER-WELL#10	1,908.30	248.71	650.00	0.00	0.00	0.00	0.00%
84-355-984-5370	ELECTRICITY-WELL#10	16,004.37	21,301.91	35,439.12	21,746.00	21,746.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**17,912.67**	**21,550.62**	**36,089.12**	**21,746.00**	**21,746.00**	**0.00**	**0.00%**
Total Activity: 984 - Well 10:		**17,912.67**	**21,550.62**	**36,089.12**	**21,746.00**	**21,746.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 985 - Well 11								
Category: 53 - CONTRACTED SERVICES								
84-355-985-5338	M&R-OTHER-WELL#11	739.39	1,670.63	11,793.29	0.00	0.00	0.00	0.00%
84-355-985-5370	ELECTRICITY-WELL#11 (301 Ro:	44,207.07	75,151.99	20,562.47	87,307.00	87,307.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**44,946.46**	**76,822.62**	**32,355.76**	**87,307.00**	**87,307.00**	**0.00**	**0.00%**
Total Activity: 985 - Well 11:		**44,946.46**	**76,822.62**	**32,355.76**	**87,307.00**	**87,307.00**	**0.00**	**0.00%**
Activity: 990 - Dorchester water tower								
Category: 53 - CONTRACTED SERVICES								
84-355-990-5370	ELECTRICITY-DORCHESTER WT	1,399.58	437.71	148.42	543.00	543.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,399.58**	**437.71**	**148.42**	**543.00**	**543.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
84-355-990-5499	SUPPLIES - OTHER-DORCHESTE	0.00	363.58	11.04	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**0.00**	**363.58**	**11.04**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 990 - Dorchester water tower:		**1,399.58**	**801.29**	**159.46**	**543.00**	**543.00**	**0.00**	**0.00%**
Activity: 991 - Roswick water tower								
Category: 53 - CONTRACTED SERVICES								
84-355-991-5370	ELECTRICITY-ROSEWICK WT	2,604.22	2,896.34	615.23	2,690.00	2,690.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**2,604.22**	**2,896.34**	**615.23**	**2,690.00**	**2,690.00**	**0.00**	**0.00%**
Total Activity: 991 - Roswick water tower:		**2,604.22**	**2,896.34**	**615.23**	**2,690.00**	**2,690.00**	**0.00**	**0.00%**
Activity: 993 - Wills Park water tower								
Category: 53 - CONTRACTED SERVICES								
84-355-993-5338	M&R-OTHER-WILLS PRK WT	0.00	337.50	0.00	0.00	0.00	0.00	0.00%
84-355-993-5370	ELECTRICITY-WILLS PRK WT	1,244.88	1,719.17	834.64	1,896.00	1,896.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,244.88**	**2,056.67**	**834.64**	**1,896.00**	**1,896.00**	**0.00**	**0.00%**
Total Activity: 993 - Wills Park water tower:		**1,244.88**	**2,056.67**	**834.64**	**1,896.00**	**1,896.00**	**0.00**	**0.00%**
Total Department: 355 - PRODUCTION & STORAGE:		**486,705.51**	**556,012.46**	**264,475.07**	**626,271.00**	**620,431.00**	**-5,840.00**	**-0.93%**
Total Fund: 84 - WATER FUND:		**1,371,354.94**	**1,801,244.68**	**712,112.75**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**
Report Total:		**1,371,354.94**	**1,801,244.68**	**712,112.75**	**1,887,857.00**	**1,918,478.00**	**30,621.00**	**1.62%**

Water Fund Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	469,772.82	0.00	0.00	0.00	0.00	0.00	0.00%
492 - TRANSFER IN	0.00	46,891.64	0.00	1,462,825.00	3,000,000.00	1,537,175.00	105.08%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	916,375.00	75,000.00	-841,375.00	-91.82%
Total Revenue:	**469,772.82**	**46,891.64**	**0.00**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Expense							
562 - SITE IMPROVEMENTS	0.00	0.00	87,890.00	0.00	0.00	0.00	0.00%
565 - WATER	0.00	0.00	18,242.50	2,294,200.00	3,075,000.00	780,800.00	34.03%
566 - TRANSPORTATION	4,500.01	1,526.15	31,216.66	85,000.00	0.00	-85,000.00	-100.00%
567 - VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
591 - TRANSFER TO	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense:	**4,500.01**	**1,526.15**	**137,349.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Total Fund: 84 - WATER FUND:	**465,272.81**	**45,365.49**	**-137,349.16**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**465,272.81**	**45,365.49**	**-137,349.16**	**0.00**	**0.00**	**0.00**	**0.00%**

Water Fund Capital Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 84 - WATER FUND								
Department: 350 - DISTRIBUTION								
SubCategory: 565 - WATER								
84-350-001-5654	DISTRIBUTION SYSTEM	0.00	0.00	18,242.50	2,294,200.00	3,075,000.00	780,800.00	34.03%
Total SubCategory: 565 - WATER:		**0.00**	**0.00**	**18,242.50**	**2,294,200.00**	**3,075,000.00**	**780,800.00**	**34.03%**
SubCategory: 566 - TRANSPORTATION								
84-350-001-5689	OTHER EQUIP	4,500.01	0.00	31,216.66	85,000.00	0.00	-85,000.00	-100.00%
Total SubCategory: 566 - TRANSPORTATION:		**4,500.01**	**0.00**	**31,216.66**	**85,000.00**	**0.00**	**-85,000.00**	**-100.00%**
SubCategory: 567 - VEHICLES								
84-350-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total SubCategory: 567 - VEHICLES:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 591 - TRANSFER TO								
84-350-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total SubCategory: 591 - TRANSFER TO:		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Department: 350 - DISTRIBUTION:		**4,500.01**	**0.00**	**49,459.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Department: 355 - PRODUCTION & STORAGE								
SubCategory: 562 - SITE IMPROVEMENTS								
84-355-985-5629	OTHER SITE IMPRVMNTS-WELL	0.00	0.00	87,890.00	0.00	0.00	0.00	0.00%
Total SubCategory: 562 - SITE IMPROVEMENTS:		**0.00**	**0.00**	**87,890.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 566 - TRANSPORTATION								
84-355-001-5689	OTHER EQUIP	0.00	1,526.15	0.00	0.00	0.00	0.00	0.00%
84-355-985-5689	OTHER EQUIP-WELL #11	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total SubCategory: 566 - TRANSPORTATION:		**0.00**	**1,526.15**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Department: 355 - PRODUCTION & STORAGE:		**0.00**	**1,526.15**	**87,890.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Fund: 84 - WATER FUND:		**4,500.01**	**1,526.15**	**137,349.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**
Report Total:		**4,500.01**	**1,526.15**	**137,349.16**	**2,379,200.00**	**3,075,000.00**	**695,800.00**	**29.25%**

SEWER FUND

Sewer Collection and Conveyance Department Description:

The Sewer Collection and Conveyance Department is a vital component of the Sewer Fund, responsible for maintaining and managing the underground pipe and pump networks that collect and transport wastewater from homes, businesses, and other sources to the Town's treatment plant. With seventeen active pump stations located throughout the Town, the department ensures the efficient and reliable movement of wastewater, preventing service disruptions and protecting public health and the environment.

The Sewer Collection and Conveyance Department is essential to maintaining the integrity of the Town's wastewater infrastructure. This department supports regular maintenance, timely repairs, and system upgrades to prevent costly failures, minimize environmental risks, and ensure compliance with state and federal regulations. Properly functioning wastewater collection and conveyance systems are critical for the Town's growth and sustainability, making this a priority for protecting both residents and the local ecosystem.

Treatment Plant Description:

The Sewer Treatment Plant Department is the second essential component of the Sewer Fund, responsible for the treatment and safe disposal of wastewater in compliance with environmental regulations. The Town's Wastewater Treatment Plant, currently rated at 1.5 million gallons per day (MGD), operates at over 80% capacity, highlighting the critical need for continued investment in infrastructure upgrades. To address future demand and maintain high-quality treatment standards, the design for the next plant upgrade is underway, with phased improvements strategically planned and funded within the Town's five-year Capital Improvement Plan.

The Sewer Treatment Department is vital to ensure the continued operation, efficiency, and regulatory compliance of the wastewater treatment process. This department supports essential plant maintenance, system upgrades, and capacity expansion to accommodate the Town's growth while protecting public health and local waterways. Without sufficient financial support, aging infrastructure and increased demand could lead to service disruptions, environmental risks, and regulatory challenges. Continued funding ensures the Town can proactively manage wastewater treatment needs and maintain a safe and sustainable sewer system for the community.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 82 - SEWER FUND							
Department: 340 - COLLECTION & CONVEYANCE							
51 - SALARY & WAGES	$ 143,002	$ 157,295	$ 102,182	$ 237,005	$ 238,029	$ 1,024	0.43
52 - FRINGE BENEFITS	$ 63,583	$ 70,909	$ 59,612	$ 130,516	$ 152,505	$ 21,989	16.85
53 - CONTRACTED SERVICES	$ 298,103	$ 353,300	$ 273,716	$ 405,879	$ 367,181	$ (38,698)	-9.53
54 - SUPPLIES & MATERIALS	$ 37,559	$ 48,935	$ 21,641	$ 48,854	$ 52,854	$ 4,000	8.19
55 - OTHER EXPENDITURES	$ 381,430	$ 532,622	$ 43,234	$ 379,505	$ 494,959	$ 115,454	30.42
56 - CAPITAL OUTLAY	$ 11,351	$ -	$ 37,959	$ 860,000	$ 2,800,000	$ 1,940,000	225.58
59 - OTHER FINANCING USES	$ 495,242	$ 628,937	$ 579,194	$ 888,597	$ 1,105,120	$ 216,523	24.37
Department Total	**$ 1,430,271**	**$ 1,791,998**	**$ 1,117,537**	**$ 2,950,356**	**$ 5,210,648**	**$ 2,260,292**	**76.61**
Department: 345 - TREATMENT & DISPOSAL							
51 - SALARY & WAGES	$ 478,216	$ 540,610	$ 421,240	$ 558,595	$ 652,090	$ 93,495	16.74
52 - FRINGE BENEFITS	$ 234,345	$ 262,716	$ 212,354	$ 299,047	$ 355,973	$ 56,926	19.04
53 - CONTRACTED SERVICES	$ 802,453	$ 906,228	$ 801,487	$ 1,089,067	$ 1,147,473	$ 58,406	5.36
54 - SUPPLIES & MATERIALS	$ 448,078	$ 481,203	$ 343,377	$ 659,254	$ 692,754	$ 33,500	5.08
55 - OTHER EXPENDITURES	$ 794,556	$ 984,477	$ 38,833	$ 815,104	$ 949,523	$ 134,419	16.49
56 - CAPITAL OUTLAY	$ 25,211	$ 12,285	$ 274,346	$ 9,850,000	$ 1,960,000	$ (7,890,000)	-80.10
59 - OTHER FINANCING USES	$ -	$ -	$ 73,504	$ 52,455	$ 139,240	$ 86,785	165.45
Department Total	**$ 2,782,859**	**$ 3,187,519**	**$ 2,165,140**	**$ 13,323,522**	**$ 5,897,053**	**$ (7,426,469)**	**-55.74**
Total Fund: 82 - SEWER FUND:	**$ 4,213,130**	**$ 4,979,517**	**$ 3,282,678**	**$ 16,273,878**	**$ 11,107,701**	**$ (5,166,177)**	**-31.75**

Sewer Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND							
Revenue							
42 - INTERGOVERNMENTAL REVENUE	15,563.87	16,587.64	0.00	0.00	16,000.00	16,000.00	0.00%
46 - SERVICE CHARGES	4,054,787.07	4,666,879.54	2,499,860.52	4,866,675.00	5,250,342.00	383,667.00	7.88%
47 - FEES, FINES, FORFEITURES	52,436.89	63,763.96	26,140.19	74,006.00	59,000.00	-15,006.00	-20.28%
48 - MISCELLANEOUS REVENUES	619,533.83	705,363.62	387,345.30	533,956.00	400,532.00	-133,424.00	-24.99%
49 - OTHER FINANCING SOURCES	227,245.09	226,219.00	0.00	340,736.00	621,827.00	281,091.00	82.50%
Total Revenue:	**4,969,566.75**	**5,678,813.76**	**2,913,346.01**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**
Expense							
51 - SALARY & WAGES	621,218.58	697,905.55	359,644.11	795,600.00	889,380.00	93,780.00	11.79%
52 - FRINGE BENEFITS	297,928.75	333,625.22	216,753.84	429,563.00	481,103.00	51,540.00	12.00%
53 - CONTRACTED SERVICES	1,100,556.00	1,259,527.62	749,100.71	1,494,946.00	1,502,771.00	7,825.00	0.52%
54 - SUPPLIES & MATERIALS	485,636.72	530,138.52	290,037.68	708,108.00	745,608.00	37,500.00	5.30%
55 - OTHER EXPENDITURES	1,175,985.64	1,517,098.94	74,631.14	1,194,609.00	1,484,479.00	289,870.00	24.26%
59 - OTHER FINANCING USES	495,242.00	628,937.00	445,536.30	1,192,547.00	1,244,360.00	51,813.00	4.34%
Total Expense:	**4,176,567.69**	**4,967,232.85**	**2,135,703.78**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**
Total Fund: 82 - SEWER FUND:	**792,999.06**	**711,580.91**	**777,642.23**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**792,999.06**	**711,580.91**	**777,642.23**	**0.00**	**0.00**	**0.00**	**0.00%**

Sewer Fund Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND								
Department: 340 - COLLECTION & CONVEYANCE								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
82-340-001-5102	SALARY - OT @ 1.0	1,344.78	2,041.69	1,083.10	0.00	0.00	0.00	0.00%
82-340-001-5103	SALARY - OT @ 1.5	18,677.17	13,567.53	7,010.88	18,000.00	19,380.00	1,380.00	7.67%
82-340-001-5110	REGULAR FT CIVILIAN SALARY	120,079.27	141,686.01	60,377.52	219,005.00	217,082.00	-1,923.00	-0.88%
82-340-001-5160	BONUSES	299.58	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**140,400.80**	**157,295.23**	**68,471.50**	**237,005.00**	**236,462.00**	**-543.00**	**-0.23%**
Category: 52 - FRINGE BENEFITS								
82-340-001-5205	DENTAL	943.58	1,054.08	492.47	1,749.00	1,950.00	201.00	11.49%
82-340-001-5215	HEALTH INSURANCE	28,397.44	32,947.90	15,212.95	71,912.00	81,860.00	9,948.00	13.83%
82-340-001-5220	LIFE INSURANCE W/H	1,052.20	1,315.58	625.52	2,447.00	2,570.00	123.00	5.03%
82-340-001-5230	WORKERS' COMPENSATION	8,170.00	8,447.45	5,662.86	9,270.00	8,580.00	-690.00	-7.44%
82-340-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5245	MSRPS PENSION	14,147.66	15,474.98	17,856.00	28,318.00	29,333.00	1,015.00	3.58%
82-340-001-5260	F I C A / MEDICARE	10,674.42	11,668.83	5,220.09	16,820.00	16,690.00	-130.00	-0.77%
	Total Category: 52 - FRINGE BENEFITS:	**63,385.30**	**70,908.82**	**45,069.89**	**130,516.00**	**140,983.00**	**10,467.00**	**8.02%**
Category: 53 - CONTRACTED SERVICES								
82-340-001-5301	BANK CHARGES	68,269.03	73,798.75	50,914.05	60,080.00	12,000.00	-48,080.00	-80.03%
82-340-001-5310	INSURANCE - FLOOD	0.00	388.60	279.80	400.00	300.00	-100.00	-25.00%
82-340-001-5312	INSURANCE - LIABILITY	22,976.21	44,893.10	1,755.52	46,240.00	26,850.00	-19,390.00	-41.93%
82-340-001-5314	INSURANCE - PROPERTY	3,657.10	3,968.00	4,109.91	4,087.00	4,320.00	233.00	5.70%
82-340-001-5316	INSURANCE - VEHICLE	4,273.76	4,499.60	5,399.23	4,635.00	5,670.00	1,035.00	22.33%
82-340-001-5318	INSURANCE - DEDUCTIBLES	6,000.00	5,000.00	3,160.00	3,000.00	3,000.00	0.00	0.00%
82-340-001-5325	LICENSES/USER FEES	4,760.94	4,076.25	694.54	17,874.00	17,874.00	0.00	0.00%
82-340-001-5333	M&R-VEHICLES	4,567.17	6,422.47	1,548.31	0.00	0.00	0.00	0.00%
82-340-001-5338	M&R-OTHER	12,342.00	3,038.87	3,995.00	10,000.00	10,000.00	0.00	0.00%
82-340-001-5340	POSTAGE / DELIVERY	3,303.98	3,491.03	1,784.12	0.00	4,000.00	4,000.00	0.00%
82-340-001-5350	PROF SVCS-ARCH/ENG/PLANNI	6,506.00	0.00	750.00	25,000.00	25,000.00	0.00	0.00%
82-340-001-5351	PROF SVCS-ATTORNEY	800.00	350.00	13,950.00	0.00	500.00	500.00	0.00%
82-340-001-5354	PRF SVCS-FAC OPS-SWR-C&C	9,912.50	11,906.36	5,669.13	0.00	0.00	0.00	0.00%
82-340-001-5360	RENTS	42.18	178.48	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-340-001-5382	TELEPHONE-WIRELESS-DATA/V	878.24	900.24	398.78	900.00	900.00	0.00	0.00%
82-340-001-5383	TELEPHONE-WIRELESS-VOICE	755.74	1,024.38	646.73	800.00	800.00	0.00	0.00%
82-340-001-5399	OTHER CONTRACTED SERVICES	32,718.69	26,874.57	13,097.90	11,000.00	23,200.00	12,200.00	110.91%
Total Category: 53 - CONTRACTED SERVICES:		**181,763.54**	**190,810.70**	**108,153.02**	**184,016.00**	**134,414.00**	**-49,602.00**	**-26.96%**
Category: 54 - SUPPLIES & MATERIALS								
82-340-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	1,012.09	0.00	2,000.00	2,000.00	0.00%
82-340-001-5410	FUEL - GAS/DIESEL/OTHER	12,203.14	13,015.57	6,249.04	16,723.00	16,723.00	0.00	0.00%
82-340-001-5430	REPAIR/REPLACEMENT PARTS/	3,658.36	4,247.11	2,119.60	0.00	2,000.00	2,000.00	0.00%
82-340-001-5440	TOOLS/EQUIPMENT	6,786.62	836.15	1,346.39	10,000.00	10,000.00	0.00	0.00%
82-340-001-5445	UNIFORMS/SHOES/BOOTS	1,083.50	4,184.95	1,833.05	5,631.00	5,631.00	0.00	0.00%
82-340-001-5458	SM CAP - OTHER EQUIP	0.00	6,692.89	0.00	0.00	0.00	0.00	0.00%
82-340-001-5499	SUPPLIES - OTHER	13,499.65	19,936.15	3,787.61	16,500.00	16,500.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**37,231.27**	**48,912.82**	**16,347.78**	**48,854.00**	**52,854.00**	**4,000.00**	**8.19%**
Category: 55 - OTHER EXPENDITURES								
82-340-001-5507	DEPREC EXP-SWR-C&C	351,437.56	508,743.04	0.00	355,000.00	439,341.00	84,341.00	23.76%
82-340-001-5540	LOSSES/CLAIMS/JUDGEMENTS	543.38	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5572	MEALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5574	REGISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**351,980.94**	**508,743.04**	**0.00**	**355,000.00**	**439,341.00**	**84,341.00**	**23.76%**
Category: 59 - OTHER FINANCING USES								
82-340-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-001-5970	OPERATING-GENERAL-UNRESE	495,242.00	628,937.00	318,852.00	637,704.00	812,944.00	175,240.00	27.48%
Total Category: 59 - OTHER FINANCING USES:		**495,242.00**	**628,937.00**	**318,852.00**	**637,704.00**	**812,944.00**	**175,240.00**	**27.48%**
Total Activity: 001 - General Operations:		**1,270,003.85**	**1,605,607.61**	**556,894.19**	**1,593,095.00**	**1,816,998.00**	**223,903.00**	**14.05%**
Activity: 002 - Maintenance								
Category: 51 - SALARY & WAGES								
82-340-002-5102	SALARY - OT @ 1.0	27.67	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-002-5103	SALARY - OT @ 1.5	2,573.83	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**2,601.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 52 - FRINGE BENEFITS								
82-340-002-5230	WORKMAN'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-002-5260	F I C A / MEDICARE	198.08	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 52 - FRINGE BENEFITS:		**198.08**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 002 - Maintenance:		**2,799.58**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
82-340-005-5356	PROF SVCS-IT SUPPORT	21,342.86	15,080.73	1,125.97	45,000.00	45,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**21,342.86**	**15,080.73**	**1,125.97**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**21,342.86**	**15,080.73**	**1,125.97**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Activity: 611 - SW Quadrant Sewer Project								
Category: 53 - CONTRACTED SERVICES								
82-340-611-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-611-5399	OTHER CONTRACTED SERVICES	38,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**38,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 611 - SW Quadrant Sewer Project:		**38,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 823 - MDE 2010 ARRA-WLPS-20yr								
Category: 55 - OTHER EXPENDITURES								
82-340-823-5505	MDE 2010 ARRA BND ISSUE CC	10,169.23	10,169.23	10,169.23	10,169.00	10,169.00	0.00	0.00%
82-340-823-5534	MDE 2010 ARRA BND INTEREST	13,996.20	9,396.93	4,957.15	9,914.00	7,843.00	-2,071.00	-20.89%
Total Category: 55 - OTHER EXPENDITURES:		**24,165.43**	**19,566.16**	**15,126.38**	**20,083.00**	**18,012.00**	**-2,071.00**	**-10.31%**
Category: 59 - OTHER FINANCING USES								
82-340-823-5902	MDE 2010 ARRA LN PRINCIPAL	0.00	0.00	0.00	207,162.00	209,233.00	2,071.00	1.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**0.00**	**207,162.00**	**209,233.00**	**2,071.00**	**1.00%**
Total Activity: 823 - MDE 2010 ARRA-WLPS-20yr:		**24,165.43**	**19,566.16**	**15,126.38**	**227,245.00**	**227,245.00**	**0.00**	**0.00%**
Activity: 824 - MDE 2010 SRF-WLPS-20yr								
Category: 55 - OTHER EXPENDITURES								
82-340-824-5505	MDE 2010 SRF BND ISSUE COS	2,191.02	2,191.02	2,191.02	2,191.00	2,191.00	0.00	0.00%
82-340-824-5534	MDE 2010 SRF BND INTEREST	3,092.42	2,121.57	2,230.74	2,231.00	1,793.00	-438.00	-19.63%
Total Category: 55 - OTHER EXPENDITURES:		**5,283.44**	**4,312.59**	**4,421.76**	**4,422.00**	**3,984.00**	**-438.00**	**-9.91%**
Category: 59 - OTHER FINANCING USES								
82-340-824-5902	MDE 2010 SRF LN PRINCIPAL	0.00	0.00	43,731.33	43,731.00	44,169.00	438.00	1.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**43,731.33**	**43,731.00**	**44,169.00**	**438.00**	**1.00%**
Total Activity: 824 - MDE 2010 SRF-WLPS-20yr:		**5,283.44**	**4,312.59**	**48,153.09**	**48,153.00**	**48,153.00**	**0.00**	**0.00%**
Activity: 831 - USDA Loan #6								
Category: 55 - OTHER EXPENDITURES								
82-340-831-5533	INTEREST-FED LOANS - USDA #	0.00	0.00	18,648.77	0.00	73,619.00	73,619.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**18,648.77**	**0.00**	**73,619.00**	**73,619.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Category: 59 - OTHER FINANCING USES								
82-340-831-5903	FED LOAN PRINCIPAL - USDA #(	0.00	0.00	9,449.23	0.00	38,774.00	38,774.00	0.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**9,449.23**	**0.00**	**38,774.00**	**38,774.00**	**0.00%**
Total Activity: 831 - USDA Loan #6:		**0.00**	**0.00**	**28,098.00**	**0.00**	**112,393.00**	**112,393.00**	**0.00%**
Activity: 941 - Canterbury Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-941-5370	ELECTRICITY-CANTERBURY DR I	903.56	630.29	328.03	690.00	690.00	0.00	0.00%
82-340-941-5380	TLPHN LN FOR ALARM-KG#2 PS	520.69	659.54	313.49	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**1,424.25**	**1,289.83**	**641.52**	**690.00**	**690.00**	**0.00**	**0.00%**
Total Activity: 941 - Canterbury Dr:		**1,424.25**	**1,289.83**	**641.52**	**690.00**	**690.00**	**0.00**	**0.00%**
Activity: 942 - Caroline Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-942-5370	ELECTRICITY-CAROLINE DR PS	20.13	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**20.13**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 942 - Caroline Dr:		**20.13**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 943 - Cornwall Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-943-5338	M&R-OTHER-CORNWALL DR PS	0.00	2,935.43	0.00	0.00	0.00	0.00	0.00%
82-340-943-5370	ELECTRICITY-CORNWALL DR PS	4,436.89	4,644.69	2,399.69	4,866.00	4,866.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**4,436.89**	**7,580.12**	**2,399.69**	**4,866.00**	**4,866.00**	**0.00**	**0.00%**
Total Activity: 943 - Cornwall Dr:		**4,436.89**	**7,580.12**	**2,399.69**	**4,866.00**	**4,866.00**	**0.00**	**0.00%**
Activity: 944 - Drury Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-944-5338	M&R-OTHER-MB PS	0.00	1,180.97	15,205.98	0.00	0.00	0.00	0.00%
82-340-944-5370	ELECTRICITY-MB PS	3,179.65	4,565.56	5,718.01	3,753.00	11,500.00	7,747.00	206.42%
Total Category: 53 - CONTRACTED SERVICES:		**3,179.65**	**5,746.53**	**20,923.99**	**3,753.00**	**11,500.00**	**7,747.00**	**206.42%**
Total Activity: 944 - Drury Dr:		**3,179.65**	**5,746.53**	**20,923.99**	**3,753.00**	**11,500.00**	**7,747.00**	**206.42%**
Activity: 945 - Haldane Dr								
Category: 53 - CONTRACTED SERVICES								
82-340-945-5370	ELECTRICITY-HALDANE DR PS	501.55	502.59	291.32	503.00	503.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**501.55**	**502.59**	**291.32**	**503.00**	**503.00**	**0.00**	**0.00%**
Total Activity: 945 - Haldane Dr:		**501.55**	**502.59**	**291.32**	**503.00**	**503.00**	**0.00**	**0.00%**
Activity: 947 - Hickory Cir								
Category: 53 - CONTRACTED SERVICES								
82-340-947-5338	M&R-OTHER-HICKORY CIR PS	448.88	0.00	0.00	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-340-947-5370	ELECTRICITY-HICKORY CIR PS	790.56	1,196.94	505.51	1,360.00	1,360.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,239.44**	**1,196.94**	**505.51**	**1,360.00**	**1,360.00**	**0.00**	**0.00%**
	Total Activity: 947 - Hickory Cir:	**1,239.44**	**1,196.94**	**505.51**	**1,360.00**	**1,360.00**	**0.00**	**0.00%**
Activity: 948 - Nanjemoy Dr/Diggs Cir PS								
Category: 53 - CONTRACTED SERVICES								
82-340-948-5338	M&R-OTHER-NANJEMOY DR PS	62.73	0.00	125.00	0.00	0.00	0.00	0.00%
82-340-948-5370	ELECTRICITY-NANJEMOY DR PS	1,619.37	1,493.08	875.42	1,495.00	1,495.00	0.00	0.00%
82-340-948-5380	TLPHN LN FOR ALARM-DIGGS C	580.07	659.52	313.47	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,262.17**	**2,152.60**	**1,313.89**	**1,495.00**	**1,495.00**	**0.00**	**0.00%**
	Total Activity: 948 - Nanjemoy Dr/Diggs Cir PS:	**2,262.17**	**2,152.60**	**1,313.89**	**1,495.00**	**1,495.00**	**0.00**	**0.00%**
Activity: 949 - Patuxent Ct								
Category: 53 - CONTRACTED SERVICES								
82-340-949-5338	M&R-OTHER-PATUXENT CT PS	6.99	200.00	34.27	0.00	0.00	0.00	0.00%
82-340-949-5370	ELECTRICITY-PATUXENT CT PS	1,154.43	1,019.41	541.16	1,038.00	1,038.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,161.42**	**1,219.41**	**575.43**	**1,038.00**	**1,038.00**	**0.00**	**0.00%**
	Total Activity: 949 - Patuxent Ct:	**1,161.42**	**1,219.41**	**575.43**	**1,038.00**	**1,038.00**	**0.00**	**0.00%**
Activity: 950 - Patuxent Dr/Clark's Run #1								
Category: 53 - CONTRACTED SERVICES								
82-340-950-5338	M&R-OTHER-PATUXENT DR PS	4,979.06	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-950-5370	ELECTRICITY-PATUXENT DR PS	2,373.84	2,461.28	1,119.94	2,601.00	2,601.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**7,352.90**	**2,461.28**	**1,119.94**	**2,601.00**	**2,601.00**	**0.00**	**0.00%**
	Total Activity: 950 - Patuxent Dr/Clark's Run #1:	**7,352.90**	**2,461.28**	**1,119.94**	**2,601.00**	**2,601.00**	**0.00**	**0.00%**
Activity: 951 - Quailwood Pkwy								
Category: 53 - CONTRACTED SERVICES								
82-340-951-5338	M&R-OTHER-QUAILWOOD PKV	1,237.21	5,122.06	0.00	0.00	0.00	0.00	0.00%
82-340-951-5370	ELECTRICITY-QUAILWOOD PKW	1,878.12	1,351.18	773.42	1,333.00	1,333.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**3,115.33**	**6,473.24**	**773.42**	**1,333.00**	**1,333.00**	**0.00**	**0.00%**
	Total Activity: 951 - Quailwood Pkwy:	**3,115.33**	**6,473.24**	**773.42**	**1,333.00**	**1,333.00**	**0.00**	**0.00%**
Activity: 952 - Redwood Cir								
Category: 53 - CONTRACTED SERVICES								
82-340-952-5338	M&R-OTHER-RDWD CIR PS	0.00	18.06	0.00	0.00	0.00	0.00	0.00%
82-340-952-5370	ELECTRICITY-REDWOOD CIR PS	766.33	697.86	373.86	728.00	728.00	0.00	0.00%
82-340-952-5399	OTH CNTRCTD SVCS-REDWOOI	0.00	125.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**766.33**	**840.92**	**373.86**	**728.00**	**728.00**	**0.00**	**0.00%**
	Total Activity: 952 - Redwood Cir:	**766.33**	**840.92**	**373.86**	**728.00**	**728.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 953 - Rosewick Rd								
Category: 53 - CONTRACTED SERVICES								
82-340-953-5338	M&R-OTHER-ROSEWICK RD PS	29.76	50.00	636.23	0.00	0.00	0.00	0.00%
82-340-953-5370	ELECTRICITY-ROSEWICK RD PS	3,835.79	3,675.01	2,594.51	3,689.00	5,200.00	1,511.00	40.96%
	Total Category: 53 - CONTRACTED SERVICES:	**3,865.55**	**3,725.01**	**3,230.74**	**3,689.00**	**5,200.00**	**1,511.00**	**40.96%**
	Total Activity: 953 - Rosewick Rd:	**3,865.55**	**3,725.01**	**3,230.74**	**3,689.00**	**5,200.00**	**1,511.00**	**40.96%**
Activity: 954 - Shining Willow Way								
Category: 53 - CONTRACTED SERVICES								
82-340-954-5338	M&R-OTHER-SHINING WILLOW	0.00	26.32	0.00	0.00	0.00	0.00	0.00%
82-340-954-5360	RENTS-SHINING WILLOW PS	120.00	120.00	50.00	0.00	0.00	0.00	0.00%
82-340-954-5370	ELECTRICITY-SHINING WILLOW	2,792.96	623.52	331.52	667.00	667.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**2,912.96**	**769.84**	**381.52**	**667.00**	**667.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
82-340-954-5499	SUPPLIES-OTH-SHINING WILLO	0.00	22.26	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**0.00**	**22.26**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 954 - Shining Willow Way:	**2,912.96**	**792.10**	**381.52**	**667.00**	**667.00**	**0.00**	**0.00%**
Activity: 955 - Washington Ave								
Category: 53 - CONTRACTED SERVICES								
82-340-955-5338	M&R-OTHER-WASHINGTON AV	0.00	307.02	0.00	0.00	0.00	0.00	0.00%
82-340-955-5370	ELECTRICITY-WASHINGTON AV	1,287.53	1,221.57	547.47	1,412.00	1,412.00	0.00	0.00%
82-340-955-5380	TLPHN LN FOR ALARM-WASH S	580.00	659.60	313.53	0.00	0.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**1,867.53**	**2,188.19**	**861.00**	**1,412.00**	**1,412.00**	**0.00**	**0.00%**
	Total Activity: 955 - Washington Ave:	**1,867.53**	**2,188.19**	**861.00**	**1,412.00**	**1,412.00**	**0.00**	**0.00%**
Activity: 956 - Willow Ln								
Category: 53 - CONTRACTED SERVICES								
82-340-956-5338	M&R-OTHER	0.00	0.00	5,782.50	0.00	0.00	0.00	0.00%
82-340-956-5370	ELECTRICITY-WILLOW LN PS (1(	20,808.45	24,135.84	13,993.77	24,652.00	24,652.00	0.00	0.00%
82-340-956-5399	OTH CNTRCTD SVCS-WILLOW L	0.00	69,722.00	0.00	70,000.00	70,000.00	0.00	0.00%
	Total Category: 53 - CONTRACTED SERVICES:	**20,808.45**	**93,857.84**	**19,776.27**	**94,652.00**	**94,652.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
82-340-956-5410	FUEL-WILLOW LN PS	309.74	0.00	0.00	0.00	0.00	0.00	0.00%
82-340-956-5499	SUPPLIES-OTH WILLOW LN PS	17.94	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 54 - SUPPLIES & MATERIALS:	**327.68**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Activity: 956 - Willow Ln:	**21,136.13**	**93,857.84**	**19,776.27**	**94,652.00**	**94,652.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 957 - Buckeye Circle PS								
Category: 53 - CONTRACTED SERVICES								
82-340-957-5380	TLPHN LN FOR ALARM-BUCKEY	580.07	213.76	313.49	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**580.07**	**213.76**	**313.49**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 957 - Buckeye Circle PS:		**580.07**	**213.76**	**313.49**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 958 - Maples PS								
Category: 53 - CONTRACTED SERVICES								
82-340-958-5370	ELECTRICITY - 10393 LA PLATA	253.43	259.85	130.84	287.00	287.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**253.43**	**259.85**	**130.84**	**287.00**	**287.00**	**0.00**	**0.00%**
Total Activity: 958 - Maples PS:		**253.43**	**259.85**	**130.84**	**287.00**	**287.00**	**0.00**	**0.00%**
Activity: 959 - SW Quadrant PS								
Category: 53 - CONTRACTED SERVICES								
82-340-959-5370	ELECTRICITY - SW Quadrant PS	668.62	5,678.71	3,147.62	5,804.00	6,350.00	546.00	9.41%
82-340-959-5380	TELEPHONE-LOCAL SERVICE	0.00	1,069.18	52.83	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**668.62**	**6,747.89**	**3,200.45**	**5,804.00**	**6,350.00**	**546.00**	**9.41%**
Total Activity: 959 - SW Quadrant PS:		**668.62**	**6,747.89**	**3,200.45**	**5,804.00**	**6,350.00**	**546.00**	**9.41%**
Activity: 960 - Triumph PS (5780 Crain Hwy)								
Category: 53 - CONTRACTED SERVICES								
82-340-960-5370	ELECTRICITY - TRIUMP PS	0.00	809.79	557.51	1,985.00	1,985.00	0.00	0.00%
82-340-960-5399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**0.00**	**809.79**	**557.51**	**1,985.00**	**1,985.00**	**0.00**	**0.00%**
Total Activity: 960 - Triumph PS (5780 Crain Hwy):		**0.00**	**809.79**	**557.51**	**1,985.00**	**1,985.00**	**0.00**	**0.00%**
Activity: 969 - Other (All Pump Stations)								
Category: 53 - CONTRACTED SERVICES								
82-340-969-5338	M&R-OTHER	0.00	8,713.42	6,161.90	50,000.00	50,000.00	0.00	0.00%
82-340-969-5380	TLPHN LN FOR ALARM-MAPLES	580.07	659.58	260.66	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**580.07**	**9,373.00**	**6,422.56**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
Total Activity: 969 - Other (All Pump Stations):		**580.07**	**9,373.00**	**6,422.56**	**50,000.00**	**50,000.00**	**0.00**	**0.00%**
Total Department: 340 - COLLECTION & CONVEYANCE:		**1,418,919.58**	**1,791,997.98**	**713,190.58**	**2,090,356.00**	**2,436,456.00**	**346,100.00**	**16.56%**
Department: 345 - TREATMENT & DISPOSAL								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
82-345-001-5102	SALARY - OT @ 1.0	2,501.05	6,338.57	3,118.12	0.00	0.00	0.00	0.00%
82-345-001-5103	SALARY - OT @ 1.5	24,431.48	61,411.66	44,051.94	25,000.00	26,920.00	1,920.00	7.68%
82-345-001-5110	REGULAR FT CIVILIAN SALARY	450,444.78	472,860.09	244,002.55	533,595.00	625,998.00	92,403.00	17.32%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-345-001-5160	BONUSES	838.97	0.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 51 - SALARY & WAGES:		**478,216.28**	**540,610.32**	**291,172.61**	**558,595.00**	**652,918.00**	**94,323.00**	**16.89%**
Category: 52 - FRINGE BENEFITS								
82-345-001-5205	DENTAL	3,532.04	3,484.62	1,836.20	4,260.00	4,720.00	460.00	10.80%
82-345-001-5215	HEALTH INSURANCE	88,606.31	102,609.79	69,019.55	157,210.00	173,860.00	16,650.00	10.59%
82-345-001-5220	LIFE INSURANCE W/H	3,858.03	4,103.35	2,215.09	5,960.00	7,280.00	1,320.00	22.15%
82-345-001-5230	WORKERS' COMPENSATION	17,457.00	19,457.37	11,338.00	21,030.00	21,680.00	650.00	3.09%
82-345-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5245	MSRPS PENSION	84,515.22	93,512.55	64,916.00	69,737.00	84,630.00	14,893.00	21.36%
82-345-001-5260	F I C A / MEDICARE	36,376.77	39,548.72	22,359.11	40,850.00	47,950.00	7,100.00	17.38%
Total Category: 52 - FRINGE BENEFITS:		**234,345.37**	**262,716.40**	**171,683.95**	**299,047.00**	**340,120.00**	**41,073.00**	**13.73%**
Category: 53 - CONTRACTED SERVICES								
82-345-001-5300	ADS & NOTICES	0.00	0.00	115.50	0.00	0.00	0.00	0.00%
82-345-001-5310	INSURANCE - FLOOD	0.00	3,402.54	2,747.20	3,505.00	2,890.00	-615.00	-17.55%
82-345-001-5312	INSURANCE - LIABILITY	2,579.55	3,404.40	4,300.13	3,507.00	4,520.00	1,013.00	28.89%
82-345-001-5314	INSURANCE - PROPERTY	34,714.79	32,824.83	37,872.48	33,810.00	39,770.00	5,960.00	17.63%
82-345-001-5316	INSURANCE - VEHICLE	4,138.59	4,080.47	6,769.31	4,203.00	7,110.00	2,907.00	69.16%
82-345-001-5325	LICENSES/USER FEES	4,632.40	16,507.74	10,592.08	20,500.00	20,500.00	0.00	0.00%
82-345-001-5333	M&R-VEHICLES	6,793.82	716.59	5,259.69	8,000.00	8,000.00	0.00	0.00%
82-345-001-5338	M&R-OTHER	3,589.44	42,726.35	33,684.67	125,000.00	125,000.00	0.00	0.00%
82-345-001-5350	PROF SVCS-ARCH/ENG/PLANNI	0.00	17,505.00	3,532.50	50,000.00	50,000.00	0.00	0.00%
82-345-001-5351	PROF SVCS-ATTORNEY	550.00	6,850.00	64,888.93	0.00	0.00	0.00	0.00%
82-345-001-5353	PROF SVCS-CONTRACTOR	3,025.00	3,844.00	0.00	21,250.00	21,250.00	0.00	0.00%
82-345-001-5354	PRF SVCS-FAC OPS-SWR-TRTMI	152,464.49	186,750.99	80,882.82	212,090.00	212,090.00	0.00	0.00%
82-345-001-5356	Vijeo Citect Programming Sppr	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5370	ELECTRICITY	256,377.22	326,985.42	181,280.64	337,445.00	362,560.00	25,115.00	7.44%
82-345-001-5373	INTERNET SERVICE	1,319.88	1,429.87	659.94	0.00	0.00	0.00	0.00%
82-345-001-5382	TELEPHONE-WIRELESS-DATA/V	1,079.35	1,410.35	720.14	1,400.00	1,400.00	0.00	0.00%
82-345-001-5383	TELEPHONE-WIRELESS-VOICE	2,507.36	3,085.66	2,073.67	2,800.00	2,800.00	0.00	0.00%
82-345-001-5399	OTHER CONTRACTED SERVICES	319,147.29	251,927.54	140,649.07	265,557.00	278,800.00	13,243.00	4.99%
Total Category: 53 - CONTRACTED SERVICES:		**792,919.18**	**903,451.75**	**576,028.77**	**1,089,067.00**	**1,136,690.00**	**47,623.00**	**4.37%**
Category: 54 - SUPPLIES & MATERIALS								
82-345-001-5405	CUSTODIAL SUPPLIES	882.04	743.31	609.64	1,000.00	1,000.00	0.00	0.00%
82-345-001-5410	FUEL - GAS/DIESEL/OTHER	18,474.00	10,701.69	6,163.85	23,384.00	23,384.00	0.00	0.00%
82-345-001-5420	OFFICE SUPPLIES	1,804.56	1,102.62	202.71	1,500.00	1,500.00	0.00	0.00%
82-345-001-5426	Chemical Supplies	0.00	344,385.98	181,189.73	340,000.00	373,500.00	33,500.00	9.85%
82-345-001-5427	Lab Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5430	REPAIR/REPLACEMENT PARTS/	539.38	7,974.12	40,534.24	0.00	0.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-345-001-5445	UNIFORMS/SHOES/BOOTS	1,408.47	9,890.71	5,279.89	10,370.00	10,370.00	0.00	0.00%
82-345-001-5451	SM CAP - A/V EQUIPMENT	0.00	0.00	0.00	750.00	750.00	0.00	0.00%
82-345-001-5454	SM CAP - COMPUTER HARDWA	0.00	0.00	0.00	1,250.00	1,250.00	0.00	0.00%
82-345-001-5455	SM CAP - COMPUTER SOFTWA	0.00	34,393.25	0.00	0.00	0.00	0.00	0.00%
82-345-001-5457	SM CAP - OFFICE EQUIP/FURNI	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
82-345-001-5458	SM CAP - OTHER EQUIP	0.00	0.00	8,443.65	150,000.00	150,000.00	0.00	0.00%
82-345-001-5499	SUPPLIES - OTHER	367,704.88	27,063.97	31,266.19	130,000.00	130,000.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**390,813.33**	**436,255.65**	**273,689.90**	**659,254.00**	**692,754.00**	**33,500.00**	**5.08%**
Category: 55 - OTHER EXPENDITURES								
82-345-001-5507	DEPREC EXP-SWR-TRTMNT	775,694.13	972,083.92	0.00	785,710.00	788,216.00	2,506.00	0.32%
82-345-001-5540	LOSSES/CLAIMS/JUDGEMENTS	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
82-345-001-5570	INCIDENTALS-PARKING, TOLLS,	162.00	9.00	24.00	35.00	35.00	0.00	0.00%
82-345-001-5571	LODGING	1,828.17	604.80	1,612.80	5,530.00	5,530.00	0.00	0.00%
82-345-001-5572	MEALS	0.00	0.00	137.00	2,142.00	2,142.00	0.00	0.00%
82-345-001-5573	MILEAGE-LOCAL	0.00	0.00	224.00	1,344.00	1,344.00	0.00	0.00%
82-345-001-5574	REGISTRATION	1,814.74	1,165.75	125.00	6,860.00	6,860.00	0.00	0.00%
82-345-001-5576	TRAVEL-AIRFARE, RENTAL CAR,	0.00	0.00	362.97	600.00	600.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**779,499.04**	**973,863.47**	**2,485.77**	**802,221.00**	**854,727.00**	**52,506.00**	**6.55%**
Category: 59 - OTHER FINANCING USES								
82-345-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-001-5971	Transfer to Capital	0.00	0.00	0.00	251,495.00	0.00	-251,495.00	-100.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**0.00**	**251,495.00**	**0.00**	**-251,495.00**	**-100.00%**
Total Activity: 001 - General Operations:		**2,675,793.20**	**3,116,897.59**	**1,315,061.00**	**3,659,679.00**	**3,677,209.00**	**17,530.00**	**0.48%**
Activity: 002 - Maintenance								
Category: 53 - CONTRACTED SERVICES								
82-345-002-5354	PROF SVCS-FACILITY MAINTEN/	3,738.10	0.00	0.00	0.00	0.00	0.00	0.00%
82-345-002-5399	MAINTENANCE - OTHER CONTI	5,795.58	2,775.81	0.00	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**9,533.68**	**2,775.81**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Category: 54 - SUPPLIES & MATERIALS								
82-345-002-5430	REPAIR/REPLACEMENT PARTS/	56,949.13	44,840.92	0.00	0.00	0.00	0.00	0.00%
82-345-002-5499	SUPPLIES - OTHER	315.31	106.87	0.00	0.00	0.00	0.00	0.00%
Total Category: 54 - SUPPLIES & MATERIALS:		**57,264.44**	**44,947.79**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 002 - Maintenance:		**66,798.12**	**47,723.60**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Activity: 820 - MDE 2004 SRF-BNR-20yr								
Category: 55 - OTHER EXPENDITURES								
82-345-820-5534	MDE 01 SRF/BNR UPGRD LN IN	0.00	-1,845.00	0.00	0.00	0.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**-1,845.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Total Activity: 820 - MDE 2004 SRF-BNR-20yr:		**0.00**	**-1,845.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Activity: 827 - MDE 2011 SRF -WWTP ENR Upgrade								
Category: 55 - OTHER EXPENDITURES								
82-345-827-5505	MDE 11 SRF/ENR UPGRD LN CC	2,847.55	2,847.55	2,847.55	2,908.00	2,908.00	0.00	0.00%
82-345-827-5534	MDE 11 SRF/ENR UPGRD LN IN	12,209.24	9,611.13	9,975.20	9,975.00	8,821.00	-1,154.00	-11.57%
Total Category: 55 - OTHER EXPENDITURES:		**15,056.79**	**12,458.68**	**12,822.75**	**12,883.00**	**11,729.00**	**-1,154.00**	**-8.96%**
Category: 59 - OTHER FINANCING USES								
82-345-827-5902	MDE 11 SRF/ENR UPGRD LN PF	0.00	0.00	52,455.45	52,455.00	53,610.00	1,155.00	2.20%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**52,455.45**	**52,455.00**	**53,610.00**	**1,155.00**	**2.20%**
Total Activity: 827 - MDE 2011 SRF -WWTP ENR Upgrade:		**15,056.79**	**12,458.68**	**65,278.20**	**65,338.00**	**65,339.00**	**1.00**	**0.00%**
Activity: 830 - USDA Loan #4								
Category: 55 - OTHER EXPENDITURES								
82-345-830-5533	INTEREST-FED LOANS - USDA #	0.00	0.00	21,125.71	0.00	83,067.00	83,067.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**0.00**	**0.00**	**21,125.71**	**0.00**	**83,067.00**	**83,067.00**	**0.00%**
Category: 59 - OTHER FINANCING USES								
82-345-830-5903	FED LOAN PRINCIPAL - USDA #4	0.00	0.00	21,048.29	0.00	85,630.00	85,630.00	0.00%
Total Category: 59 - OTHER FINANCING USES:		**0.00**	**0.00**	**21,048.29**	**0.00**	**85,630.00**	**85,630.00**	**0.00%**
Total Activity: 830 - USDA Loan #4:		**0.00**	**0.00**	**42,174.00**	**0.00**	**168,697.00**	**168,697.00**	**0.00%**
Total Department: 345 - TREATMENT & DISPOSAL:		**2,757,648.11**	**3,175,234.87**	**1,422,513.20**	**3,725,017.00**	**3,911,245.00**	**186,228.00**	**5.00%**
Total Fund: 82 - SEWER FUND:		**4,176,567.69**	**4,967,232.85**	**2,135,703.78**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**
Report Total:		**4,176,567.69**	**4,967,232.85**	**2,135,703.78**	**5,815,373.00**	**6,347,701.00**	**532,328.00**	**9.15%**

Sewer Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	1,140,165.83	0.00	0.00	0.00	0.00	0.00	0.00%
461 - DEVELOPER IMPACT FEE	8,147,687.30	5,350,181.75	257,395.91	0.00	0.00	0.00	0.00%
490 - DEBT PROCEEDS	0.00	0.00	0.00	9,750,000.00	0.00	-9,750,000.00	-100.00%
492 - TRANSFER IN	0.00	252,324.05	0.00	251,495.00	2,650,000.00	2,398,505.00	953.70%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	708,505.00	2,110,000.00	1,401,495.00	197.81%
Total Revenue:	**9,287,853.13**	**5,602,505.80**	**257,395.91**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**
Expense							
564 - SEWER	11,351.41	12,284.62	32,473.59	10,400,000.00	4,700,000.00	-5,700,000.00	-54.81%
566 - TRANSPORTATION	25,000.00	0.00	85,160.42	60,000.00	0.00	-60,000.00	-100.00%
567 - VEHICLES	0.00	0.00	194,671.00	250,000.00	60,000.00	-190,000.00	-76.00%
568 - EQUIPMENT	211.15	0.00	0.00	0.00	0.00	0.00	0.00%
591 - TRANSFER TO	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expense:	**36,562.56**	**12,284.62**	**312,305.01**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**
Total Fund: 82 - SEWER FUND:	**9,251,290.57**	**5,590,221.18**	**-54,909.10**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**9,251,290.57**	**5,590,221.18**	**-54,909.10**	**0.00**	**0.00**	**0.00**	**0.00%**

Sewer Fund Capital Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 82 - SEWER FUND								
Department: 340 - COLLECTION & CONVEYANCE								
SubCategory: 564 - SEWER								
82-340-001-5640	PIPES / MAINS	0.00	0.00	0.00	350,000.00	1,000,000.00	650,000.00	185.71%
82-340-001-5642	PUMP STATION	920.00	0.00	0.00	200,000.00	1,000,000.00	800,000.00	400.00%
82-340-944-5642	PUMP STATION - Mary Ball	0.00	0.00	6,742.19	0.00	0.00	0.00	0.00%
82-340-952-5642	PUMP STATION	0.00	0.00	0.00	0.00	150,000.00	150,000.00	0.00%
82-340-953-5642	PUMP STATION	10,431.41	0.00	0.00	0.00	150,000.00	150,000.00	0.00%
82-340-956-5642	PUMP STATION	0.00	0.00	0.00	0.00	500,000.00	500,000.00	0.00%
	Total SubCategory: 564 - SEWER:	**11,351.41**	**0.00**	**6,742.19**	**550,000.00**	**2,800,000.00**	**2,250,000.00**	**409.09%**
SubCategory: 566 - TRANSPORTATION								
82-340-001-5689	OTHER EQUIP	0.00	0.00	31,216.68	60,000.00	0.00	-60,000.00	-100.00%
82-340-956-5689	OTHER EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 566 - TRANSPORTATION:	**0.00**	**0.00**	**31,216.68**	**60,000.00**	**0.00**	**-60,000.00**	**-100.00%**
SubCategory: 567 - VEHICLES								
82-340-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	250,000.00	0.00	-250,000.00	-100.00%
82-340-001-5673	HEAVY DUTY VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 567 - VEHICLES:	**0.00**	**0.00**	**0.00**	**250,000.00**	**0.00**	**-250,000.00**	**-100.00%**
SubCategory: 591 - TRANSFER TO								
82-340-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 591 - TRANSFER TO:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 340 - COLLECTION & CONVEYANCE:	**11,351.41**	**0.00**	**37,958.87**	**860,000.00**	**2,800,000.00**	**1,940,000.00**	**225.58%**
Department: 345 - TREATMENT & DISPOSAL								
SubCategory: 564 - SEWER								
82-345-903-5646	TREATMENT PLANT	0.00	12,284.62	25,731.40	9,850,000.00	1,900,000.00	-7,950,000.00	-80.71%
	Total SubCategory: 564 - SEWER:	**0.00**	**12,284.62**	**25,731.40**	**9,850,000.00**	**1,900,000.00**	**-7,950,000.00**	**-80.71%**
SubCategory: 566 - TRANSPORTATION								
82-345-001-5689	OTHER EQUIP	25,000.00	0.00	53,943.74	0.00	0.00	0.00	0.00%
	Total SubCategory: 566 - TRANSPORTATION:	**25,000.00**	**0.00**	**53,943.74**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 567 - VEHICLES								
82-345-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
82-345-001-5673	HEAVY DUTY VEHICLE	0.00	0.00	194,671.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 567 - VEHICLES:	**0.00**	**0.00**	**194,671.00**	**0.00**	**60,000.00**	**60,000.00**	**0.00%**
SubCategory: 568 - EQUIPMENT								
82-345-001-5683	COMPUTER HARDWARE	211.15	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 568 - EQUIPMENT:	**211.15**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
SubCategory: 591 - TRANSFER TO								
82-345-001-5960	VEHICLE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total SubCategory: 591 - TRANSFER TO:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
	Total Department: 345 - TREATMENT & DISPOSAL:	**25,211.15**	**12,284.62**	**274,346.14**	**9,850,000.00**	**1,960,000.00**	**-7,890,000.00**	**-80.10%**
	Total Fund: 82 - SEWER FUND:	**36,562.56**	**12,284.62**	**312,305.01**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**
	Report Total:	**36,562.56**	**12,284.62**	**312,305.01**	**10,710,000.00**	**4,760,000.00**	**-5,950,000.00**	**-55.56%**

FY 2027 Water & Sewer Fund Capital Improvements

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Trash Truck	8	01/2027	80	Sanitation	Fund Balance	$250,000	$250,000		Trash Truck to replace S10	
Vehicle WWTP	10	06/2027	82	WWTP	Fund Balance	$60,000	$60,000		Replace PW52 with small utility vehicle or truck	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
FY27 Install AMI tower / collector unit at hickory	10	06/2027	84	Water	Fund Balance	$25,000	$25,000		The current collector is attached to a low pole and being obstructed by foliage. During the PS removal project, we will install a tower and mount a multi-network collector for better data collection results in this area. Meters currently routed to existing collector unable to transmit data effectively. Installation of high mounted MNT collector will improve data collection results for increased quarterly billing reading efficiency and promote on-going AMI system health	
WWTP SCADA Hardware and Software Upgrade	7	06/2027	82	WWTP	Fund Balance	$250,000	$250,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Aging SCADA systems need to be upgraded to maintain reliability and security.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Module #2 Upgrade / Rehab	20	06/2030	82	WWTP	Major Facility Fee Fund	$50,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Design Phase of Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	No significant impact anticipated

New Tertiary Tank	20	06/2028	82	WWTP	Major Facility Fee Fund	$1,250,000	$7,000,000		Major Project 1 /7 to increase WWTP capacity at plant from 1.5 MGD to 2.0 MGD. The tertiary clarifier tank is part of the plants process that helps in the removal of nutrients in the waste water.	No significant impact anticipated
12" Effluent Water Line & SWQuad Forcemain	20	06/2028	82	Sewer	Major Facility Fee Fund	$1,000,000	$1,500,000		SW Quad pump station was installed in 2024. To fully accommodate the planned Stagecoach development a new larger force main must be installed that ties into the new 24" gravity sewer line along 301.	None
Kings Grant 1 pump station rehab	20	06/2027	82	Sewer	Fund Balance	$500,000	$500,000		Sewer Pump station located on Cornwall Dr that handles roughly 360 EDU's worth of flow. Station is roughly 20 years old. Is a Smith and Loveless pump station with two pumps, controls, and a generator/transfer switch.	No significant impact anticipated
Remove hickory ridge pump station and install a Gravity Sewer Line	20	06/2027	82	Sewer	Fund Balance	$500,000	$500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Pump station is over 30 years old and is approaching end of life. Instead of putting money into upgrading equipment/pump station we can remove the pump station and replace it with a gravity sewer line.	This would reduce maintenance and operations cost, essentially removing them.
Clarks Run 2 Pump station rehab	20	06/2027	82	Sewer	Fund Balance	$150,000	$150,000		Pump station is over 40 years old and is need of major repairs/rehab. Currently is the oldest pump station in the collections system. Similar to how in 2024 other older pump stations were rehabbed to new systems.	Reduce maintenance and operations cost with newer equipment and controls.
Rosewick Pump station upgrade/rehab - 50k par	20	06/2027	82	Sewer	Fund Balance	$150,000	$150,000		To accommodate growth this pump station needs to be upgraded. Partially funded by developers. Plan is to also paint wet well to prolong life of asset.	Reduce maintenance and operations cost with newer equipment and controls.
Willow lane capacity upgrade/electronics update	20	06/2027	82	Sewer	Fund Balance	$500,000	$500,000		Electronics are over 10 years old and need to be upgraded. Replacement parts are costly to continue running current equipment	Reduce maintenance.
Influent Pump Station	20	06/2027	82	WWTP	Major Facility Fee Fund	$350,000	$350,000		Influent pump station currently includes 2 influent pumps, controls, and screen for all flow that enters the WWTP	No significant impact anticipated
Water line connection at TL	30	06/2028	84	Water	Project Reserve	$1,000,000	$1,500,000	GOAL #11: Ensure that the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources.	Install 12" water main connecting Charles County at the back of Parklands subdivision near Laurel Springs Park to the Tilghman Lake. This would also include funds to upgrade controls at Well 8 to accommodate the new connection.	Additional lines to repair and maintain
Route 6 Water Main replacement	30	06/2030	84	Water	Major Facility Fee Fund	$1,000,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	As part of the EPA and States goal to be lead free by 2034 this project will replace one of the oldest water lines in town as well as upgrade the capacity of the water line to better serve the public. This is incorporated with SHA's planned remodeling of route 6 and is being spear headed by SHA.	Reduce maintenance on aging infrastructure.
Water main upgrade from Wills Park to Stagecoach	30	06/2028	84	Water	Major Facility Fee Fund	$1,000,000	$2,500,000		Water line needed to fully supply Stagecoach development with required water capacity.	Additional water lines added to distribution system to maintain.

Lead Service Line Study	30	06/2034	84	Water	Fund Balance	$50,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated

STORMWATER FUND

Department Overview

The Stormwater Department is responsible for managing the quality and quantity of stormwater runoff to protect public infrastructure, local waterways, and environmental resources. The Department oversees the implementation of the Town's National Pollutant Discharge Elimination System (NPDES) permit requirements, including impervious surface restoration and the six minimum control measures. Core services include maintenance of stormwater best management practices (BMPs) and drainage infrastructure, engineering plan review, construction inspections, and regulatory compliance.

Through these efforts, the Department ensures that stormwater systems function effectively to reduce flooding risks, improve water quality, and support sustainable development. The Department also plays an important role in educating the public and encouraging community participation in environmental stewardship.

The Stormwater Department supports the Town's strategic priorities by advancing Environmental Stewardship and Public Service Readiness through the protection of local watersheds and proactive infrastructure management. It contributes to Operational Excellence by maintaining and upgrading critical assets and ensuring compliance with state and federal regulations. Additionally, the Department aligns with both the Town's Comprehensive Plan and Strategic Plan by integrating long-term planning, public education, and regulatory implementation into its operations.

FY2026 Performance Highlights

In FY2026, the Stormwater Department made significant progress in advancing regulatory compliance and infrastructure improvements. The Department finalized permitting and design plans for five NPDES restoration projects and issued a Notice to Proceed for the Redwood Lake project, marking the transition from planning to construction.

Ongoing maintenance efforts included servicing more than 50 stormwater inlets to ensure proper system function and reduce localized flooding risks. These activities reflect the Department's continued commitment to maintaining critical infrastructure and meeting regulatory requirements.

The Department also experienced increased workload demands, particularly related to project coordination and regulatory compliance. A key challenge included the need to secure stormwater easements for multiple NPDES projects, which is essential to advancing construction and meeting permit obligations.

FY2027 Budget Overview

The FY2027 budget for the Stormwater Department is $3,391,023, representing a 23.04% increase over FY2026. This increase reflects ongoing investments in regulatory compliance, infrastructure improvements, and capital project implementation.

Significant budget changes include funding for the Heritage Green Parkway Extension within the Capital Outlay category and the rescheduling of two NPDES retrofit projects to FY2028. The budget also includes evaluation efforts related to evolving regulatory requirements, including Mason's Law.

Overall, the proposed budget supports continued compliance with state and federal mandates while addressing infrastructure needs and long-term environmental goals.

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Feb	FY26 Adopted	FY2027 Proposed	Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND							
Department: 360 - STORM WATER MANAGEMENT							
51 - SALARY & WAGES	$ 135,995	$ 147,868	$ 105,316	$ 174,009	$ 182,048	$ 8,039	4.62
52 - FRINGE BENEFITS	$ 52,093	$ 56,674	$ 50,854	$ 71,937	$ 78,717	$ 6,780	9.42
53 - CONTRACTED SERVICES	$ 222,183	$ 186,494	$ 157,236	$ 136,179	$ 144,454	$ 8,275	6.08
54 - SUPPLIES & MATERIALS	$ 7,487	$ 34,084	$ 22,085	$ 269,848	$ 272,502	$ 2,654	0.98
55 - OTHER EXPENDITURES	$ 110,873	$ 110,020	$ 1,192	$ 110,523	$ 126,220	$ 15,697	14.20
56 - CAPITAL OUTLAY	$ (6,083)	$ 18,367	$ 140,432	$ 1,887,000	$ 2,464,500	$ 577,500	30.60
59 - OTHER FINANCING USES	$ 141,310	$ 123,793	$ 53,276	$ 106,551	$ 122,582	$ 16,031	15.05
Department Total	**$ 663,858**	**$ 677,300**	**$ 530,392**	**$ 2,756,047**	**$ 3,391,023**	**$ 634,976**	**23.04**
Total Fund: 86 - STORM WATER FUND:	**$ 663,858**	**$ 677,300**	**$ 530,392**	**$ 2,756,047**	**$ 3,391,023**	**$ 634,976**	**23.04**

FY2027 Priorities

In FY2027, the Stormwater Department will focus on advancing key regulatory, infrastructure, and planning initiatives. Priorities include:

- Securing required easements and initiating construction for remaining NPDES restoration projects
- Evaluating and preparing for implementation of the next NPDES permit cycle, anticipated in early 2027
- Planning for updates to the Maryland Department of the Environment (MDE) stormwater design manual and new regulatory requirements
- Advancing drainage improvement projects, including the Kent Avenue and North Oak Street area
- Continuing routine maintenance of stormwater infrastructure, including BMPs, pipes, and inlets

The Stormwater Department remains committed to protecting the Town's environmental resources and infrastructure through proactive management, regulatory compliance, and strategic investment. The FY2027 budget positions the Department to meet increasing demands, address evolving regulations, and support a resilient and sustainable future for the Town.

Storm Water Fund Operating Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND							
Revenue							
46 - SERVICE CHARGES	854,447.47	965,360.55	509,822.62	968,639.00	1,050,177.00	81,538.00	8.42%
48 - MISCELLANEOUS REVENUES	49,374.44	49,003.56	30,256.48	40,293.00	30,081.00	-10,212.00	-25.34%
Total Revenue:	**903,821.91**	**1,014,364.11**	**540,079.10**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Expense							
51 - SALARY & WAGES	135,995.05	147,867.95	71,201.02	174,009.00	180,482.00	6,473.00	3.72%
52 - FRINGE BENEFITS	52,092.91	56,674.04	40,672.74	71,937.00	71,768.00	-169.00	-0.23%
53 - CONTRACTED SERVICES	222,183.26	186,494.06	130,035.30	136,179.00	144,204.00	8,025.00	5.89%
54 - SUPPLIES & MATERIALS	7,486.55	34,083.97	19,238.73	269,848.00	270,502.00	654.00	0.24%
55 - OTHER EXPENDITURES	110,873.15	110,019.66	1,060.00	110,523.00	126,220.00	15,697.00	14.20%
59 - OTHER FINANCING USES	141,310.00	123,793.00	53,276.00	246,436.00	287,082.00	40,646.00	16.49%
Total Expense:	**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Total Fund: 86 - STORM WATER FUND:	**233,880.99**	**355,431.43**	**224,595.31**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**233,880.99**	**355,431.43**	**224,595.31**	**0.00**	**0.00**	**0.00**	**0.00%**

Storm Water Fund Operating Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND								
Department: 360 - STORM WATER MANAGEMENT								
Activity: 001 - General Operations								
Category: 51 - SALARY & WAGES								
86-360-001-5102	SALARY - OT @ 1.0	12.04	25.34	0.91	0.00	0.00	0.00	0.00%
86-360-001-5103	SALARY - OT @ 1.5	246.17	110.74	22.21	0.00	0.00	0.00	0.00%
86-360-001-5110	REGULAR FT CIVILIAN SALARY	135,626.00	147,731.87	71,177.90	174,009.00	180,482.00	6,473.00	3.72%
86-360-001-5160	BONUSES	110.84	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Category: 51 - SALARY & WAGES:	**135,995.05**	**147,867.95**	**71,201.02**	**174,009.00**	**180,482.00**	**6,473.00**	**3.72%**
Category: 52 - FRINGE BENEFITS								
86-360-001-5205	DENTAL	615.55	665.29	329.40	915.00	1,010.00	95.00	10.38%
86-360-001-5215	HEALTH INSURANCE	11,686.07	13,063.07	6,779.04	26,040.00	23,320.00	-2,720.00	-10.45%
86-360-001-5220	LIFE INSURANCE W/H	1,156.36	1,252.70	651.85	1,513.00	2,100.00	587.00	38.80%
86-360-001-5230	WORKERS' COMPENSATION	4,766.00	6,929.13	4,535.71	7,190.00	7,110.00	-80.00	-1.11%
86-360-001-5242	ICMA-ER 457	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
86-360-001-5245	MSRPS PENSION	23,654.34	24,187.40	23,026.00	22,939.00	24,398.00	1,459.00	6.36%
86-360-001-5260	F I C A / MEDICARE	10,214.59	10,576.45	5,350.74	13,340.00	13,830.00	490.00	3.67%
	Total Category: 52 - FRINGE BENEFITS:	**52,092.91**	**56,674.04**	**40,672.74**	**71,937.00**	**71,768.00**	**-169.00**	**-0.23%**
Category: 53 - CONTRACTED SERVICES								
86-360-001-5301	BANK CHARGES	12,601.90	11,758.75	8,091.26	12,496.00	12,000.00	-496.00	-3.97%
86-360-001-5310	INSURANCE - FLOOD	0.00	23.66	0.00	0.00	0.00	0.00	0.00%
86-360-001-5312	INSURANCE - LIABILITY	350.25	590.10	898.70	608.00	950.00	342.00	56.25%
86-360-001-5314	INSURANCE - PROPERTY	3.94	370.95	465.63	382.00	490.00	108.00	28.27%
86-360-001-5316	INSURANCE - VEHICLE	641.73	1,037.97	1,076.66	1,069.00	1,140.00	71.00	6.64%
86-360-001-5325	LICENSES/USER FEES	2,089.75	5,145.75	4,410.07	12,124.00	12,124.00	0.00	0.00%
86-360-001-5333	M&R-VEHICLES	1,939.66	1,396.75	119.19	2,000.00	2,000.00	0.00	0.00%
86-360-001-5338	M&R-OTHER	226.52	610.28	60,717.06	0.00	0.00	0.00	0.00%
86-360-001-5340	POSTAGE / DELIVERY	3,303.98	3,491.03	1,784.12	2,500.00	2,500.00	0.00	0.00%
86-360-001-5350	PROF SVCS-ARCH/ENG/PLANNI	107,409.27	50,660.86	8,216.00	59,000.00	59,000.00	0.00	0.00%
86-360-001-5351	PROF SVCS-ATTORNEY	150.00	78,077.70	29,775.82	0.00	8,000.00	8,000.00	0.00%
86-360-001-5359	OTHER PROFESSIONAL SERVICE	27,450.00	49.50	0.00	0.00	0.00	0.00	0.00%
86-360-001-5382	TELEPHONE-WIRELESS-DATA/V	452.12	286.01	258.03	500.00	500.00	0.00	0.00%
86-360-001-5383	TELEPHONE-WIRELESS-VOICE	484.99	668.20	542.66	500.00	500.00	0.00	0.00%

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
86-360-001-5399	OTHER CONTRACTED SERVICES	23,510.17	1,106.75	3,623.38	0.00	0.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**180,614.28**	**155,274.26**	**119,978.58**	**91,179.00**	**99,204.00**	**8,025.00**	**8.80%**
Category: 54 - SUPPLIES & MATERIALS								
86-360-001-5400	CONSTRUCTION SUPPLIES	0.00	0.00	2,690.13	125,000.00	125,000.00	0.00	0.00%
86-360-001-5410	FUEL - GAS/DIESEL/OTHER	594.61	1,784.44	928.49	0.00	0.00	0.00	0.00%
86-360-001-5420	OFFICE SUPPLIES	113.23	38.97	0.00	250.00	250.00	0.00	0.00%
86-360-001-5430	REPAIR/REPLACEMENT PARTS/	2,723.73	10,456.36	12,228.39	30,000.00	30,000.00	0.00	0.00%
86-360-001-5445	UNIFORMS/SHOES/BOOTS	282.25	929.50	453.75	1,598.00	1,598.00	0.00	0.00%
86-360-001-5450	SM CAP - BUILDING/SITE IMPR	0.00	19,800.00	0.00	112,000.00	112,000.00	0.00	0.00%
86-360-001-5499	SUPPLIES - OTHER	3,772.73	1,074.70	2,937.97	1,000.00	1,654.00	654.00	65.40%
Total Category: 54 - SUPPLIES & MATERIALS:		**7,486.55**	**34,083.97**	**19,238.73**	**269,848.00**	**270,502.00**	**654.00**	**0.24%**
Category: 55 - OTHER EXPENDITURES								
86-360-001-5507	DEPREC EXP-SWM	109,123.15	107,375.22	0.00	109,123.00	123,760.00	14,637.00	13.41%
86-360-001-5510	DUES/MEMBERSHIPS	1,750.00	1,030.00	1,060.00	500.00	1,060.00	560.00	112.00%
86-360-001-5574	REGISTRATION	0.00	720.00	0.00	0.00	500.00	500.00	0.00%
86-360-001-5576	TRAVEL	0.00	894.44	0.00	900.00	900.00	0.00	0.00%
Total Category: 55 - OTHER EXPENDITURES:		**110,873.15**	**110,019.66**	**1,060.00**	**110,523.00**	**126,220.00**	**15,697.00**	**14.20%**
Category: 59 - OTHER FINANCING USES								
86-360-001-5970	OPERATING-GENERAL-UNRESE	141,310.00	123,793.00	53,276.00	106,551.00	122,582.00	16,031.00	15.05%
86-360-001-5971	Transfer to Capital	0.00	0.00	0.00	139,885.00	164,500.00	24,615.00	17.60%
Total Category: 59 - OTHER FINANCING USES:		**141,310.00**	**123,793.00**	**53,276.00**	**246,436.00**	**287,082.00**	**40,646.00**	**16.49%**
Total Activity: 001 - General Operations:		**628,371.94**	**627,712.88**	**305,427.07**	**963,932.00**	**1,035,258.00**	**71,326.00**	**7.40%**
Activity: 005 - GIS								
Category: 53 - CONTRACTED SERVICES								
86-360-005-5356	PROFESSIONAL SERVICES - IT	41,568.98	31,219.80	10,056.72	45,000.00	45,000.00	0.00	0.00%
Total Category: 53 - CONTRACTED SERVICES:		**41,568.98**	**31,219.80**	**10,056.72**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Total Activity: 005 - GIS:		**41,568.98**	**31,219.80**	**10,056.72**	**45,000.00**	**45,000.00**	**0.00**	**0.00%**
Total Department: 360 - STORM WATER MANAGEMENT:		**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Total Fund: 86 - STORM WATER FUND:		**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**
Report Total:		**669,940.92**	**658,932.68**	**315,483.79**	**1,008,932.00**	**1,080,258.00**	**71,326.00**	**7.07%**

Storm Water Fund Capital Budget Overview

	FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND							
Revenue							
420 - FEDERAL GOVERNMENT REVENUE	574,637.63	39,714.80	0.00	0.00	0.00	0.00	0.00%
430 - STATE GOVERNMENT REVENUE	0.00	0.00	0.00	181,736.00	0.00	-181,736.00	-100.00%
492 - TRANSFER IN	0.00	65,011.10	0.00	1,535,149.00	1,124,318.00	-410,831.00	-26.76%
493 - APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	170,115.00	1,175,682.00	1,005,567.00	591.11%
Total Revenue:	**574,637.63**	**104,725.90**	**0.00**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
Expense							
566 - TRANSPORTATION	-6,082.63	18,367.34	42,898.06	1,787,000.00	2,300,000.00	513,000.00	28.71%
567 - VEHICLES	0.00	0.00	0.00	100,000.00	0.00	-100,000.00	-100.00%
Total Expense:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
Total Fund: 86 - STORM WATER FUND:	**580,720.26**	**86,358.56**	**-42,898.06**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Total:	**580,720.26**	**86,358.56**	**-42,898.06**	**0.00**	**0.00**	**0.00**	**0.00%**

Storm Water Fund Capital Budget

Account Detail

Account Number		FY24 Total Activity	FY25 Total Activity	FY26 YTD Activity Through Dec	Parent Budget FY26 Adopted	Comparison 1 Budget FY2027 Town Manager	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 86 - STORM WATER FUND								
Expense								
SubCategory: 566 - TRANSPORTATION								
86-360-001-5660	STORM DRAINAGE	0.00	18,367.34	6,704.80	0.00	1,050,000.00	1,050,000.00	0.00%
86-360-001-5689	OTHER EQUIP	0.00	0.00	31,216.66	60,000.00	0.00	-60,000.00	-100.00%
86-360-640-5660	MS4 STORM DRAINAGE	-6,082.63	0.00	4,976.60	1,727,000.00	1,250,000.00	-477,000.00	-27.62%
	Total SubCategory: 566 - TRANSPORTATION:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,787,000.00**	**2,300,000.00**	**513,000.00**	**28.71%**
SubCategory: 567 - VEHICLES								
86-360-001-5672	MEDIUM DUTY VEHICLE	0.00	0.00	0.00	100,000.00	0.00	-100,000.00	-100.00%
	Total SubCategory: 567 - VEHICLES:	**0.00**	**0.00**	**0.00**	**100,000.00**	**0.00**	**-100,000.00**	**-100.00%**
	Total Expense:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
	Total Fund: 86 - STORM WATER FUND:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**
	Report Total:	**-6,082.63**	**18,367.34**	**42,898.06**	**1,887,000.00**	**2,300,000.00**	**413,000.00**	**21.89%**

FY 2027 Storm Water Fund Capital Improvements

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	Budget	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	06/2027	86	Stormwater	Fund Balance	$300,000	$300,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	Heritage Green Pkwy Morris Dr to Washington Ave Replace existing failing pipes from Morris Dr to Washington Ave along Heritage Green Pkwy Kent Ave to N. Oak Drainage Improvements Replace existing failing storm pipes and Inlets from Social Services building to Route 6. Northampton Dr Drainage Replacement Replace existing failing pipe in the middle of Northampton (1004 to Suffolk) Storm Management Infrastructure Maintenance of existing stormwater management system (maintain and replace as needed stormwater management BMPs, including clearing debris, sediment, trees, etc.	Regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance will need to be budgeted to cover operating costs.
Mason's Law Evaluation Study (Storm Drainage Safety)	50	04/2031	86	Stormwater	Operating Rev	$164,500	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The inlet evaluation study will inspect public and private storm inlets in La Plata for compliance with the new Mason's Law, which requires a grating system to be installed on existing and new inlets. Prioritization and construction to be provided in future budgets.	Regular and on-going maintenance
Magnolia Gardens Stormwater	50	06/2027	86	Stormwater	Fund Balance	$750,000	$750,000			
Caroline - MS4 Construction Stormwater Compliance	50	06/2027	86	Stormwater	Project Reserve	$600,000	$642,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Caroline Dr South BMP retrofit project will construct the retrofit changes to an existing BMP built in the 1980s and bring it to modern SWM water quality standards to include dam safety, ESD, riser replacement, outfall protection, and any other upgrades to meet current standards for SWM. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 16.78 acres of that goal.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.

Agricopia - MS4 Construction Stormwater Compliance	50	06/2027	86	Stormwater	Project Reserve $359,818 Remainder from Fund Balance	$500,000	$550,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Agrico Pia Sec 1 BMP design retrofit project will construct the retrofit changes to an existing BMP built in the 2002 and bring it to modern SWM water quality standards to include dam safety, ESD, and any other upgrades to meet current standards for SWM. This design will include a dam breach analysis required by MDE. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 18.66 acres of that goal.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.
Other Areas Design & Eng - MS4 Compliance	50	06/2032	86	Stormwater	Fund Balance	$150,000	$2,650,000		Design $700,000 & Construction $2,000,000. This is a continuation of the NPDES permit required BMP impervious surface program which will retrofit 8 additional BMPs similarly to the 2025 retrofit program for Quail wood, Redwood, etc. and a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards SWM. The retrofits are projected to be needed to meet the as of yet unpublished 2030 Maryland NPDES permit requirements to reduce or treat an expected additional 10% of the Town's untreated impervious surface. Due to how recently these 8 BMPs were built, we are only getting 50% credit for each, which is why we went from 5 projects for 2025 to 9 projects for 2030.	Maintenance costs for increase for mowing, fencing, and vegetation plantings and trimmings.

Capital Improvement Plan 2028 - 2032

FY2028

Buildings and Facilities

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Dorchester Community Center	40	06/2028	1	Facilities	State Grant $1,250,000 Pending Project Reserve $100,000 Fund Balance $450,000	$550,000	$1,800,000	GOAL #30, Action 1: Meet identified facilities needs especially for indoor recreation and sports fitness, walking and swimming, and programming for youth, elderly and disabled residents.	The Dorchester Community Center would provide a safe haven for local youth, while providing a place for children and youth to gather for assistance with homework, life skills, and other trainings. The center could also be used for seniors or other groups of residents.	No significant impact anticipated, but there could be an increase in utilities with more use of the facility
Town-wide Historic Resource Survey	N/A	06/2029	1	Planning	State grant up to $50,000 & Unassigned Fund Balance	$95,000	$95,000	The historic resource survey aligns with the broad principles of Goal Nos. 2, 3, 6,19, 24, 26 in the Comprehensive Plan. A historic resource survey identifies important buildings, structures , objects and sites to help facilities opportunities for heritage tourism, economic development, a sense of place for residents, potential recreational opportunities, and adaptive re-use of buildings and structures to promote environmental sustainability.	Conduct a Town-wide historic resource survey to identify and evaluate all building, structures, objects and site that are at least 45 years old or older, as published in National Register Bulletin 15 . This would include evaluating/re-evaluating areas in Town for potential historic districts.	None

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Foundation Grading with Drainage & Rubber safety matting - all neighborhood parks	20	06/2030	1	Public Works	Fund Balance	$150,000	$600,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Upgrading foundation and installation of rubber safety matting will create a clean aesthetic, improve safety and eliminate the need for annual wood chip filling	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
Upgrade Playground Equipment	15	06/2030	1	Public Works	Fund Balance	$75,000	$300,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	To replace aging equipment, improve park conditions and overall community aesthetic, safety and meet strategic improvement plan goal.	No significant impact anticipated, but could reduce current maintenance costs
Willow Lane to Laurel Springs Regional Park	20	06/2028	1	Public Works	MDOT Bikeways Program $525,000 MDOT Transportation Alt. Program $2,300,000 Safe Streets for All $135,000 Charles County $175,000 Reimbursement Unassigned Fund Balance $114,000	$1,949,400	$3,249,000	Continue to make La Plata a very walkable community (Comp Plan., P.59); Encourage programs and projects that connect residents to the town's natural resources (Comp Plan, P. 11)	This project will construct a 10' shared use pathway from Milton Somers Middle School to Rosewick Road via Willow Lane, MD 6, MD 488, and Radio Station Road.	Normal maintenance is estimated at $1,000 annually

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	06/2028	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
North Maple Sidewalks	20	06/2028	1	Public Works	Fund Balance	$100,000	$100,000		In conjunction with the new County Library, the Town will construct sidewalks along N. Maple Ave to connect to the library complex with MD-6 (Charles Street)	No significant impact anticipated

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police Vehicle - patrol marked	7	06/2028	1	Police	Fund Balance	$90,000	$90,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD803 - 2016 Ford Utility Interceptor	
Police Vehicle -patrol unmarked	7	06/2028	1	Police	Fund Balance	$90,000	$90,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD804 - 2016 Dodge Charger	
Police Vehicle - patrol marked	7	06/2028	1	Police	Fund Balance	$90,000	$90,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD808 - 2017 Ford Explorer	
F-550 dump truck	8	06/2028	80	Sanitation	Fund Balance	$120,000	$120,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW23 1996 Ford Truck with new F-550 dump truck	
Stormwater Vehicle	10	06/2028	86	Stormwater	Fund Balance	$100,000	$100,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace SWM truck with new F150. The SWM truck is a 2016 and has 106k+ miles (as of Dec 2025), which is beyond the policy on both measures (10+ years old and over 100k miles)	
Medium Duty Work Truck with plow	10	06/2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 46	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	06/2033	1	Police	Fund Balance	$70,000	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2028	1	Police	Fund Balance	$27,500	$27,500	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
12" Effluent Water Line & SWQuad Forcemain	20	06/2028	82	Sewer	Major Facility Fee Fund	$500,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	SW Quad pump station was installed in 2024. To fully accommodate the planned Stagecoach development a new larger force main must be installed that ties into the new 24" gravity sewer line along 301.	None
Mod 3 Conversion SNDN	20	06/2028	82	Wastewater Treatment Plant	Major Facility Fee Fund	$5,000,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	MOD 3 is currently ~20 years old with a .375 million gallon per day capacity.	Increased operating costs?
Sludge Dryer Installation	15	06/2028	82	Wastewater Treatment Plant	Fund Balance	$3,000,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	A sludge dryer would allow for further processing of biosolids generated by the WWTP, ideally to become a Class A biosolid. Class A biosolids, are a nutrient-rich, semi-solid product considered the highest quality biosolids and can be used in many applications which could be sold to offset WWTP cost.	Increased operating costs?
New Tertiary Tank	20	06/2028	82	Wastewater Treatment Plant	Major Facility Fee Fund	$5,750,000	$7,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 1 /7 to increase WWTP capacity at plant from 1.5 MGD to 2.0 MGD. The tertiary clarifier tank is part of the plants process that helps in the removal of nutrients in the waste water.	
Water main upgrade from Wills Park to Stagecoach	30	06/2028	84	Water	Major Facility Fee Fund	$1,500,000	$2,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Water line needed to fully supply Stagecoach development with required water capacity.	Additional water lines added to distribution system to maintain.
Water line connection at TL	30	06/2028	84	Water	Project Reserve	$500,000	$1,500,000	GOAL #11: Ensure that the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources.	Install 12" water main connecting Charles County at the back of Parklands subdivision near Laurel Springs Park to the Tilghman Lake. This would also include funds to upgrade controls at Well 8 to accommodate the new connection.	Additional lines to repair and maintain
Aerobic Digester	20	06/2029	82	Wastewater Treatment Plant	Fund balance	$1,500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 2 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Part of the upgrade in capacity is increasing treatment capacity in modules and this will convert the old tertiary tank into a digester to take the place of the digesters being removed from inside the modules	
Engineering Service Mod Capacity	N/A	06/2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$200,000	$500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Engineering services that are required for the upgrade of the WWTP capacity.	No significant impact anticipated
Module #2 Upgrade / Rehab	20	06/2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$1,475,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	

Route 6 Water line Upgrade	20	06/2030	82	Wastewater Treatment Plant	Fund Balance	$1,200,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	A majority of the unknown and oldest water lines in town are located through route 6. In conjunction with SHA's planned renovation of the road the town will work on replacing and upgrading the existing water line. SHA Project is estimated to take 3 years.	
Lead Service Line Study	30	06/2034	84	Water	Fund Balance	$450,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	06/2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2028	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	06/2032	86	Stormwater	Fund Balance	$250,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance will need to be budgeted to cover operating costs.
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$100,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including prioritizing the required grated inlet improvements or new installations, coordinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance - Construction Quailwood Pkwy BMP	50	06/2028	86	Stormwater	Fund Balance/Debt	$600,000	$680,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Quail wood Pkwy quantity control BMP retrofit project will construct the retrofit changes to an existing quantity control BMP built in the mid1980s and bring it to modern SWM water quality standards to include dam safety, riser replacement, outfall protection, ESD, flood control and any other upgrades to meet current standards for SWM. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 35.75 acres of that goal.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.

Stormwater MS4 Compliance - Construction Morris Dr East	50	06/2028	86	Stormwater	Fund Balance/Debt	$500,000	$540,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Morris Drive East BMP retrofit design project will design the retrofit an existing BMP built in the 1990s for flood control only and bring it to modern SWM water quality standards to include dam safety, ESD, overflow riser, outfall channel, and any other upgrades as needed to meet current standards for SWM. State has required a dam breach analysis. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. MDE is requiring the design incorporate a dam breach analysis for downstream impacts from a potential failure. The project is treating 9.77 acres of that goal. The design is on-going and carried over from FY24.	Ongoing maintenance costs will increase as more area (approx. 1.5x) will need to be mowed, trees/bushes removed, and fence maintenance will be needed.
Stormwater MS4 Compliance - Other areas	50	06/2032	86	Stormwater	Fund Balance/Debt	$250,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Maintenance costs for increase for mowing, fencing, and vegetation plantings and trimmings.

FY2029

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Foundation Grading with Drainage & Rubber safety matting - all neighborhood parks	20	2030	1	Public Works	Fund Balance	$150,000	$600,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Upgrading foundation and installation of rubber safety matting will create a clean aesthetic, improve safety and eliminate the need for annual wood chip filling	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
Upgrade Playground Equipment	15	2030	1	Public Works	Fund Balance	$75,000	$300,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	To replace aging equipment, improve park conditions and overall community aesthetic, safety and meet strategic improvement plan goal.	No significant impact anticipated, but could reduce current maintenance costs

Intangible (Studies, Planning, & Software Implementations)

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
2030 La Plata Comprehensive Plan Update	10	06/2029		Planning	Unassigned Fund Balance	$150,000	$150,000	Update the Town's Comprehensive Plan to update the Town's land-use goals and policies.	Maryland Land Use Article Section 1-207 requires each local jurisdiction to update its comprehensive plan every 10 years.	None

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2029	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police vehicle- Patrol marked	7	2029	1	Police	Fund Balance	$92,500	$92,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD810 -2018 Ford Interceptor UAWD	
Police vehicle- Patrol marked	7	2029	1	Police	Fund Balance	$92,500	$92,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD811 - 2018 Ford Interceptor UAWD	
Police vehicle- Command unmarked	7	2029	1	Police	Fund Balance	$66,000	$66,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD812 - 2018 Ford Interceptor UAWD	
Trash Vehicle	8	2029	80	Sanitation	Vehicle Reserve	$250,000	$250,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace aging trash truck - S9 2016 Kenworth Conventional Cab	
Medium Duty Work Truck with plow	10	2032		Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 48	
Medium Duty Pickup Truck with plow and spreader	10	2030		Public Works	Fund Balance	$100,000	$200,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 20	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$72,100	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2029	1	Police	Fund Balance	$30,000	$30,000	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Aerobic Digester	20	2029	82	Wastewater Treatment Plant	Fund balance	$1,500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 2 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Part of the upgrade in capacity is increasing treatment capacity in modules and this will convert the old tertiary tank into a digester to take the place of the digesters being removed from inside the modules	
Module #2 Upgrade / Rehab	20	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$1,475,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	
Route 6 Water line Upgrade	20	2030	82	Wastewater Treatment Plant	Fund Balance	$1,200,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	A majority of the unknown and oldest water lines in town are located through route 6. In conjunction with SHA's planned renovation of the road the town will work on replacing and upgrading the existing water line. SHA Project is estimated to take 3 years.	
Headworks Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$500,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 4 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Current influent pump station and headworks cannot handle 2.0 MGD of flow and needs upgraded	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2029	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed and other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$200,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including prioritizing the required grated inlet improvements or new installations, coordinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance -Other areas	50	2032	86	Stormwater	Fund Balance	$500,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

FY2030

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Foundation Grading with Drainage & Rubber safety matting - all neighborhood parks	20	2030	1	Public Works	Fund Balance	$150,000	$600,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Upgrading foundation and installation of rubber safety matting will create a clean aesthetic, improve safety and eliminate the need for annual wood chip filling	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
Upgrade Playground Equipment	15	2030	1	Public Works	Fund Balance	$75,000	$300,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	To replace aging equipment, improve park conditions and overall community aesthetic, safety and meet strategic improvement plan goal.	No significant impact anticipated, but could reduce current maintenance costs

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2030	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police vehicle - Officer 28	7	2030	1	Police	Fund Balance	$95,000	$95,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD806 - 2017 Ford Interceptor SUV	
Police vehicle - Patrol marked	7	2030	1	Police	Fund Balance	$95,000	$95,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD809 - 2018 Ford Interceptor UAWD	
Police vehicle - Command unmarked	7	2030	1	Police	Fund Balance	$68,000	$68,000	Goals 2 & 5. Resources for effective delivery of services	Replace PD819 - 2021 Ford Police Interceptor	
F-250 Truck	10	2030	82	Sewer	Fund Balance	$90,000	$90,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW50 (2020 model) with new F-250	
Medium Duty Work Truck with plow	10	2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 49	
Medium Duty Pickup Truck with plow and spreader	10	2030	1	Public Works	Fund Balance	$100,000	$200,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 51	
Dump truck 40 k	10	2030	84	Public Works	Fund Balance	$250,000	$250,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace DT11	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$74,263	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2030	1	Police	Fund Balance	$32,500	$32,500	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact

Mod 4 Conversion SNDN	20	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$5,000,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	This conversion would increase the MOD capacity from .375 MGD to .625 MGD and increase the plant total capacity from 2.25 MGD to 2.5 MGD.	Increased operating costs?
Engineering Service Mod Capacity	N/A	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$200,000	$500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Engineering services that are required for the upgrade of the WWTP capacity.	No significant impact anticipated
Module #2 Upgrade / Rehab	20	2030	82	Wastewater Treatment Plant	Major Facility Fee Fund	$2,000,000	$5,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 3 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Tank is over 50 years old at this point and in need of repairs. This project is similar in scope to the upgrade to MOD 1	
Route 6 Water line Upgrade	20	2030	82	Water	fund balance	$200,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	A majority of the unknown and oldest water lines in town are located through route 6. In conjunction with SHA's planned renovation of the road the town will work on replacing and upgrading the existing water line. SHA Project is estimated to take 3 years.	
Headworks Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$750,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 4 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Current influent pump station and headworks cannot handle 2.0 MGD of flow and needs upgraded	
Grit Removal System	20	2032	82	Wastewater Treatment Plant	Fund Balance	$250,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 5 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. To handle higher flows the sand/grit removal system needs to be upgraded. Currently at ~30 years old and in need of upgrade and replacement.	
Hawthorne Rd Water Line Upgrade	20	2032	84	Water	Fund Balance	$100,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	The other major section of unknown and old water lines in town are located from 301 to Quailwood Pkwy on Hawthorne Rd. Expect the project to take 1-2 years of design/planning and a year of construction.	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2030	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact

Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed and other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$200,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including prioritizing the required grated inlet improvements or new installations, coordinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance - Other areas	50	2032	86	Stormwater	Fund Balance	$550,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

FY2031

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2031	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$76,491	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Police vehicle - Patrol marked	7	2031	1	Police	Fund Balance	$97,500	$97,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD805 - 2017 Ford Interceptor SUV	
Police vehicle - Patrol marked	7	2031	1	Police	Fund Balance	$97,500	$97,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD813 -2017 Ford Interceptor SUV	
Police vehicle - Patrol marked	7	2031	1	Police	Fund Balance	$97,500	$97,500	Goals 2 & 5. Resources for effective delivery of services	Replace PD814 - 2017 Ford Interceptor SUV	
Medium Duty Work Truck with plow	10	2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 38	
Trash Truck	10	2031	80	Sanitation	Fund Balance	$275,000	$275,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace S10	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Backhoe	10	2031		Public Works	Fund Balance	$250,000	$250,000		Replace W52	
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$78,786	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2031	1	Police	Fund Balance	$35,000	$35,000	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact

Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$15,000	$15,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicous attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Headworks Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$750,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 4 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Current influent pump station and headworks cannot handle 2.0 MGD of flow and needs upgraded	
Grit Removal System	20	2032	82	Wastewater Treatment Plant	Fund Balance	$625,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 5 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. To handle higher flows the sand/grit removal system needs to be upgraded. Currently at ~30 years old and in need of upgrade and replacement.	
Hawthorne Rd Water Line Upgrade	20	2032	84	Water	Fund Balance	$1,750,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	The other major section of unknown and old water lines in town are located from 301 to Quailwood Pkwy on Hawthorne Rd. Expect the project to take 1-2 years of design/planning and a year of construction.	
UV Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$500,000	$1,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 6 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. UV system will be 30+ years old at this point and need in upgrade to accommodate increase in flow.	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2031	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed iand other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Mason's Law Evaluation Study (Storm Drainage Safety)	25-50	04/2031	86	Stormwater	Fund Balance	$200,000	$864,500	The 2022 Strategic Plan Vision statement includes a community safety component. The upgrades and maintenance to comply with Mason's Law (HB 34/SB 189) aim to increase public safety by preventing large debris from entering the drainage system.	The work associated with this Project will provide full compliance with Mason's Law, including priortizing the required grated inlet improvements or new installations, coorinating with private property owners, and constructing those improvements.	Regular and on-going maintenance
Stormwater MS4 Compliance - Other areas	50	2032	86	Stormwater	Fund Balance	$600,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

FY2032

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Managing Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2032	1	Public Works	HUR Funding	$700,000	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$76,491	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Medium Duty Work Truck with plow	10	2032	1	Public Works	Fund Balance	$100,000	$500,000	Follow new vehicle replacement strategy to improve efficiency and reduce maintenance costs.	Replace PW 37	

Capital Equipment

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
PD Radio Update/Upgrade	15	2033	1	Police	Fund Balance	$78,786	$371,640	Goal #2 of Operational Excellence - Providing appropriate equipment and technology to efficiently provide quality service to citizens. Goal #5 - Public Service Readiness - Providing dependable equipment to utilize so that repair time/costs and response time to calls of service are not delayed, assists in performing public safety duties.	Replacement of police department radio inventory. Includes Motorola APX N70 portable radios, warranty, and SmartConnect options as utilized by the Charles County Sheriff's Office and Department of Emergency Services. Purchase of seven (7) radio packages per year for the next five (5) years to fully replace the current inventory.	No significant impact. Strategic replacement over 5 years.
Police Mobile Radios - Motorola	10	06/2032	1	Police	Fund Balance	$37,500	$37,500	Goals 2 & 5. Resources for effective delivery of services	3 in-car mobile Police Radios through Motorola	No significant impact
Computer hardware (asset) tech refresh & update/upgrade.	5	06/2028	1	IT	Fund Balance	$150,000	$150,000	Strategic Goals - Good Governance and Operational Excellence	Bring computer hardware in Town Hall up-to-date and help mitigate against evolving industry vulnerabilities. Upgrades will help ensure that data, at rest and in transit, through Town Hall will be protected against malicious attempts and/or malicious individuals seeking to cause damage to town related information and/or assets.	None

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Grit Removal System	20	2032	82	Wastewater Treatment Plant	Fund Balance	$625,000	$1,500,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 5 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. To handle higher flows the sand/grit removal system needs to be upgraded. Currently at ~30 years old and in need of upgrade and replacement.	
Hawthorne Rd Water Line Upgrade	20	2032	84	Water	Fund Balance	$1,750,000	$3,600,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	The other major section of unknown and old water lines in town are located from 301 to Quailwood Pkwy on Hawthorne Rd. Expect the project to take 1-2 years of design/planning and a year of construction.	
UV Upgrade	20	2032	82	Wastewater Treatment Plant	Fund Balance	$500,000	$1,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 6 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. UV system will be 30+ years old at this point and need in upgrade to accommodate increase in flow.	
Denite Filter Addition	20	2034	82	Wastewater Treatment Plant	Fund Balance	$2,000,000	$2,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Major Project 7 /7 to increase WWTP capacity from 1.5 MGD to 2.0 MGD. Need to add a 4th denite filter and perform rehab to other 3 to increase capacity of plant	
Lead Service Line Study	30	2034	84	Water	Fund Balance	$250,000	$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
I&I Rehab of Collections of system	20	2038	82	Wastewater Treatment Plant	Fund Balance	$500,000	$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	Will be a requirement of the town to address I&I issues in town. These funds will be used from pump station upgrades to sewer collection line repairs.	

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Estimated Completion	Fund	Department	Funding Source	FY2032	Total Project	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater Replacement	30	2032	86	Stormwater	Fund Balance	$300,000	$1,450,000	Goal 14 - (Meet or exceed stormwater management goals as expressed in TMDL requirements). The maintenance of existing facilities facilitate TMDL goals by preventing failing stormwater management and drainage infrastructure from discharging sediment and nutrients into local waterways and reducing downstream flooding by maintaining capacity in existing facilities.	This is to maintain and replace as needed stormwater infrastructure to include, pipes, inlets, ditches, BMPs, etc. Addition maintenance or reconstruction is needed on BMPs that we are not currently failing, including removing debris, sediment, trees, etc. and rebuilding. Potential FY28 Projects include: BMPs in Kings Grant (Don Sinsel, Wales, and Cornwall), Town Hall BMP, and Morris Dr West.	Direct Costs - contracted services -If adding include increased cost of M&R and fuel, Melinda's comments - additional funds are needed for regular and on-going BMP maintenance in addition to the pipe/inlet/ditch maintenance. With personnel being perpetually understaffed and other area such as water, sewer, WWTP taking manpower priority, we may consider increasing contracted services to perform maintenance and the BMPs beyond basic mowing & debris removal. This will not increase revenue for the town, but will have a negative cost as additional maintenance costs will be required
Stormwater MS4 Compliance - Other areas	50	2032	86	Stormwater	Fund Balance	$600,000	$2,650,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	Design $800,000 & Construction $2,500,000. This is a continuation of the NPDES permit required BMP impervious surface program, which will retrofit approximately 8 additional BMPs similarly to the 2018 Phase II NPDES Permit retrofit program for Quailwood, Redwood, etc. and also include a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards for SWM.	Need a separate sheet for each project, Melinda comments - maintenance costs will increase for mowing, fencing, vegetation maintenance (plantings, trimmings), this will not increase revenue for town, but will have a negative cost as additional maintenance costs will be required

Fund Balance Allocation to Reserves for FY27 Budget

	Balance @ FYE25	FY27 Budget	Reserve Balance Per Res 26-06	Fund Balance Re-Assignment
Emergency Reserve 12% of annual GF operating Exp	$125,209	$13,401,974	$1,608,237	**$1,483,028**
Economic Downturn Reserve 15% of annual GF operating Exp	$0	$13,401,974	$2,010,296	**$2,010,296**
Technology Reserve 20% IT Operating Exp	$0	$485,707	$97,141	**$97,141**
Contingency Reserve 16% GF annual operating Exp	$1,600,000	$13,401,974	$2,144,316	**$544,316**
Capital Reserve	$3,627,683		$837,628	**$0**
Unassigned Fund Balance	$14,023,457			**-$4,134,782**
	$19,376,349			**$0**

Based on the FY2027 proposed budget, the Town shall assign/transfer fund balance in the amounts necessary to meet the reserve targets established in Resolution 26-06

COUNCIL OF THE TOWN OF LA PLATA
Ordinance 26-07

Introduced By:	**Mayor Jeannine E. James**
Date Introduced:	**April 28, 2026**
Town Council Public Hearing:	**April 28, 2026**
Amendments Adopted:	
Date Adopted:	**Scheduled for May 12, 2026**
Date Effective:	**Scheduled for July 1, 2026**

AN ORDINANCE concerning

Town of La Plata Fiscal Year 2027 Fee Schedule

FOR the purpose of adopting the Fee Schedule, dealing with fees set by the Town of La Plata; and all matters generally relating thereto.

BY repealing and reenacting with amendments
Chapter 101 – Fees
Sections 101-1 through 101-6
Code of the Town of La Plata
(1998 Edition and Supplements)

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that Chapter 101, Sections 101-1 through 101-6 of the Code of the Town of La Plata (1998 Edition and Supplements) be and it is hereby repealed and reenacted with amendments as reflected in the "Town of La Plata Fiscal Year 2027 Fee Schedule," attached hereto as Attachment 1 and incorporated herein by reference.

SECTION 2: AND BE IT FURTHER ENACTED that this Ordinance shall become effective on July 1, 2026.

Ordinance 26-07

ADOPTED AND APPROVED by the Council of the Town of La Plata this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilwoman

_____
Shelby Pritchett
Town Clerk

_____
Tyron C. Johnson, Councilman

Date_____

Town of La Plata
Fiscal Year 2027
Fee Schedule

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FY 2027 Schedule of Fees

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FY2027 Proposed Fee Schedule

Fee Category	FY27 Fee Amount
101-1 ADMINISTRATION	
DOCUMENTS AND COPIES	
Standard Format (Letter, Legal, Ledger) Per Page	$0.60
Large Format (Black and White) Per SF	$0.60
Large Format (Color) Per SF	$4.40
Comprehensive Plan Per SF	Actual Cost
Standard Specifications	$81.50
Zoning Maps	Actual Cost
Accident Reports	$10.00, plus $0.50 per page after the initial ten pages
Incident Reports	$10.00, plus $0.50 per page after the initial ten pages
Records Request of Photos	$20.00 per CD
Record Request of Video Recordings	$70.00 per DVD
Record Request of Audio Recordings	$70.00 per DVD
Records Request Research Fee	$30.00 per hour starting with the third hour of research
Public Information Request	Calculated at Time of Request, Required Deposit of 50% of Calculated Cost
FACILITY RENTALS AND FEES	
Wills Park Town Resident /Nonprofit / For Profit (Daily Rental up to 8 hours)	$152.00
Wills Park Town Based Youth and Senior Citizen Organizations, Town Home Owner's Association Meetings, La Plata Volunteer Fire Department, Charles County Rescue Squad and Port Tobacco Players	No Charge
Tilghman Lake Daily Rental Rate (Town Resident)	$208.00
Tilghman Lake Daily Rental Rate (Non-Town Resident)	$352.00
MISCELLANEOUS CHARGES AND FEES	
Returned Check/Credit Card/ACH Fee	$39.90
Late Payment Penalty	10% Of the Total Due, Excluding the Bay Restoration Fee Due, Compounded Quarterly
Interest on Unpaid Utility Bill Balances (Excluding Bay Restoration Fee) From Prior Periods	16% APR
Credit/Debit Card, PayPal, Apple Pay, & Google Pay Transaction Convenience Fees	3% with $2.95 Minimum
Online E-check or ACH	$0.00
Utility Account Maintenance Fee (Per Quarter)	$15.00
Water/Sewer Final Reading Request Fee	$25.00
La Plata License Plate	$40.00
SPECIAL EVENTS	
Special Event Vendor Fee (non-refundable)	$29.00
Special Event Permit Application Fee	$29.00
Special Event Permit Fee	$113.00
Police Officer Staff for Special Event (Hourly per officer minimum 3 hours per officer)	$76.00
Public Works Staff for Special Event (Hourly per worker minimum 3 hours per worker)	$57.00
Penalty on Late Payment (50% of the total balance for Town staff hours will be due two business days before the event. The remaining balance shall be invoiced by the Town and due 30 days' net of the invoice date).	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
PENALTY ON OVERDUE TAXES	
Real Property (Fee Is in Addition to Interest Imposed in Town Charter §C8-15)	1/3 Of 1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
Personal/Public Utility Taxes	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
BAY RESTORATION FUND CHARGES	
Residential Sewer Customers (Quarterly)	$15.00
Non-Residential Sewer Customers (Quarterly)	$15.00

101-2 PLANNING DIVISION	
Annexation Petitions (Professional Services Agreement Required)	$852.00, Plus Deposit for Actual Expenses
Zoning Amendment Petition	$534.00, Plus Deposit for Actual Expenses
Board of Appeals Application for Variance, Special Exception, Appeal from An Administrative Decision, Home Occupation	$338, Plus Deposit for Actual Expenses
Zoning Certification Letter	$112.00
Official Zoning Map Update (Excluding Final Plats) Per Lot	$13.00
Engineering Review Fee	Actual Cost Plus 3%
Outside Consulting Fee	Actual Cost Plus 3%
SUBDIVISIONS	
Major Subdivision Preliminary Plat Base Fee Per Plat	$355.00
Major Subdivision Preliminary Plat Additional Per Lot Fee	$19.00
Final Plat Base Fee Per Plat	$365.00
Final Plat Additional Per Lot Fee	$20.00
Fee In Lieu Of Parkland Dedication or Reservation, Payable at Time of Building Permit	$2,743.00
SITE DEVELOPMENT PLANS	
Master Site Development Plan Review as Required by The Town's Zoning Code (TDX, PBPE, PRID, NCX)	$831.00
Major Site Plan Review	$971.00
Minor Site Plan Review	$183.00
Proposed Improvement Plan Review for Water, Sewer, Storm Water Management and Streets	1% Of the Construction Costs
Resubmission Fee (After 3rd Submittal)	$74.00
Time Extension Requests (for Board & Commission Approvals)	50% of Application Fee
Outside Review of Utility Plans - Water and Sewer	Actual Cost Plus 3%
STORMWATER MANAGEMENT PLAN REVIEW	
Concept Stormwater Management Review (Step 1) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	Actual Cost Plus 3%
Site Stormwater Management Review (Step 2) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	Actual Cost Plus 3%
Final Stormwater Management Review (Step 3) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	Actual Cost Plus 3%
Fee In Lieu Of On-Site Storm Water Management, Payable at Time of Grading Permit Per SF	$1.40
FOREST CONSERVATION REVIEW	
Forest Stand Delineation Plan Review	Actual Cost Plus 3%
Forest Conservation Plan Review	Actual Cost Plus 3%
Additional Per Acre Fee Per Acre of LOD	Actual Cost Plus 3%
Fee in Lieu of Afforestation and Reforestation Per SF	$0.75
TRAFFIC IMPACT REVIEW	
Traffic Studies	Actual Cost Plus 3%
101-3 PERMIT DIVISION	
Permit Review Fees	Billed by Consultant
PERMITS APPLICATIONS	
Commercial Permit Application Fee	$110.00
Residential Permit Application Fee	$60.00
GRADING PERMIT APPLICATION FEES	
Grading & Control Costs 0-$1000	$51.00
Grading & Control Costs Over $1,000	$49.00, Plus 1% Of Grade and Control Costs
UTILITY SERVICE PERMITS	
Residential Water Connection Charges	
Residential Water Connection - Less Than 700 Square Feet of Total Area	$132.00
Residential Water Connection - More Than 700 Square Feet of Total Area	$140.00
Residential Sewer Connection Charges	
Residential Sewer Connection - Less Than 700 Square Feet of Total Area	$393.00
Residential Sewer Connection - More Than 700 Square Feet of Total Area	$452.00
Commercial, Industrial, Quasi-Public or Public Facilities Water Connection (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$140.00
15,001 To 100,000 Gallons	$347.00
100,001 Gallons and Above	$492.00
Commercial, Industrial, Quasi-Public or Public Facilities Sewer (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$423.00
15,001 To 100,000 Gallons	$1,096.00
100,001 Gallons and Above	$1,475.00

Water Meters, Including Fittings and Appurtenances (Size in Inches)	
5/8" - 3/4"	$830.00
1"	$950.00
1.5"	$1,095.00
2"	$1,453.00
3"	$2,763.00
4"	$3,990.00
Other Sizes and Types (I.E., Compounds, 3+)	To Be Determined Upon Application
MAJOR FACILITY FEE PERMIT (Impact Fee Chapter 186)	
Major Facility Fee Residential SFD, TH, Duplex (Per Unit)	$22,403.00
Apartments - Dwelling Unit is 700 SF or Less (Per Unit) Including Accessory Dwelling Units (ADU)	$17,166.00
Apartments - Dwelling Unit is More than 700 SF (Per Unit) Including Accessory Dwelling Units (ADU)	$19,801.00
Commercial, Industrial, and Public or Quasi-Public Facility Units (Per EDU)	
New or Enlarged Water and Sewer Service	$21,716.00
Actual usage is 110% greater than estimated consumption after one (1) year	Calculated based on current rates minus any amount already paid
CERTIFICATE OF USE AND OCCUPANCY PERMIT	
Final Certificate of Use and Occupancy Permit Application Fee	$89.00
MISCELLANEOUS PERMITS	
Noise Permits	$22.00
Public Works Permit (Work in Public Right-of-Way)	$65.90
Mobile Food Service Facility Permit (Valid for one calendar year)	$175.00
Home Office Permit	$46.00
FARMERS MARKET PERMITS	
Saturday Only Seasonal	$151.00
Saturday Only Daily	$28.00
Wednesday Only Seasonal	$97.00
Wednesday Only Daily	$17.00
Saturday and Wednesday Seasonal	$226.00
RENTAL OPERATING LICENSE (BIANNUAL RENEWAL AND INSPECTION FEES)	
Buildings Containing 4 Or Fewer Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$134.00
Buildings Containing 5 Or More Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$168.00
Hotels/Motels - 0 To 50 Rooms - Per Unit	$302.00
Hotels/Motels - 51 To 100 Rooms - Per Unit	$408.00
Hotels/Motels - Over 100 Rooms - Per Unit	$503.00
Re-Inspection (Each Dwelling/Rooming Unit) - Per Unit	$113.00
SMALL WIRELESS COMMUNICATIONS FACILITIES IN THE PUBLIC RIGHTS OF WAY	
Application Fee for Placement or Modification of Small Wireless Telecommunications Facilities and Related Overhead and Underground Wiring, Cable, Hoses, Pipes, Poles and Similar Facilities.	
Up to Five Facilities	$596.00
Each Additional Facility	$120.00
Each New Pole	$1,190.00
Actual Cost to Review Applications, If in Excess of Set Fees	Actual Cost
Access Fee, Per Small Wireless Communications Facility, Per Year	$322.00
101-4 - INSPECTIONS	
Inspection Fees	Billed by Consultant
Commercial and Industrial for Change of Occupancy (no construction): GC	
Building final inspection	$50.00
Fire Safety	$50.00
Electrical final inspection	$50.00
Plumbing final inspection	$50.00
Mechanical final inspection	$50.00
SEWER AND WATER : WS	
Sewer lateral - Residential	$180.00
Water lateral - Residential	$180.00
Sewer lateral - Commercial	$250.00
Water lateral - Commercial	$250.00
OTHER INSPECTIONS	
Preliminary Inspection Fee	$195.00
Single inspection fee	$125.00
Reinspection Fee - Commercial and Residential	$200.00
After Hours Inspection	$300.00
Consulting Fee	Actual Cost
Emergency Work Inspection	$300.00

101-5 - PUBLIC UTILITY FEES	
UTILITY LOCATE FEE	
Commercial Properties	$44.00
WATER EXTRACTION PERMITS	
Non-Refundable Annual Application Fee	$1,154.00
Consumption Charge, per 1,000 Gallons of Usage, To Be Paid Monthly	$12.00
Private Waster Water Disposal System Permit Application	$87.00
Television and Sewer Cleaning Equipment Charges. Hourly Rates Accrue When Travel Begins to Job Site.	Actual Expenses
EQUIPMENT AND STRUCTURES	
Street Lights	To Be Determined Upon Application
Street Name and Regulatory Signs	To Be Determined Upon Application
EQUIPMENT CHARGES	
In Town Per Hour	Based on Equipment
WATER AND SEWER RATES	
Water Reconnect/Disconnect Fee	$43.80
Manual Meter Reading Fee	$52.00
Water Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$5.20
15,001 To 100,000 Gallons	$6.00
100,001 Gallons and Above	$5.20
Sewer Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$15.60
15,001 To 100,000 Gallons	$17.40
100,001 Gallons and Above	$15.60
STORMWATER MANAGEMENT QUARTERLY FEE	
Residential Per Dwelling Unit	$27.80
Non-Residential, Per Equivalent Residential Unit (ERU)	$27.80
REFUSE CONTAINERS (Refuse Containers: Available In 32 Gallon, 1/6 Yard; 64 Gallon, 1/3 Yard, And; 96 Gallon, 1/2 Yard Sizes. Containers Are the Property of The Town of La Plata.)	
One Time Rental Fee, Per Container	Based on Suppliers Cost to the Town
35 Gal Container Exchange Fee	$57.60
65 Gal Container Exchange Fee	$68.40
95 Gal Container Exchange Fee	$68.40
REFUSE COLLECTION RATES	
Residential Rates, Per Unit, Per Quarter Including: Single Family Detached, Single Family Attached and Two Family	
Curbside	$107.20
Curbside, Outside Corporate Limits, Subject to Council Approval	$167.50
House Side (Without Documented Need)	$219.70
House Side for Individuals Over the Age of Sixty-Four or Physically Impaired. Must Request Service in Writing and Supply Documentation.	$107.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$34.30
Commercial and Multi-Family, Per Quarter	
1/2 Yard/96 Gallon Container (One Pickup Per Week)	
Curbside	$107.20
House side	$219.70
Each Additional Container, Maximum 3 Additional, Total Of 4	$34.30
1/2 Yard/96 Gallon Container (Two Pickups Per Week)	
Curbside	$211.70
House side	$415.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$68.40
2 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$310.70
Each Additional Dumpster	$163.40
2 Yard Dumpster (Two Pickups Per Week)	
First Dumpster	$602.60
Each Additional Dumpster	$276.00
2 Yard Dumpster (Three Pickups Per Week)	
First Dumpster	$891.80
Each Additional Dumpster	$381.70
2 Yard Dumpster (Four Pickups Per Week)	
First Dumpster	$1,173.10

Each Additional Dumpster	$498.20
2 Yard Dumpster (Five Pickups Per Week)	
First Dumpster	$1,430.20
Each Additional Dumpster	$883.80
4 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$430.00
Each Additional Dumpster	$289.30
4 Yard Dumpster (Two Pickup Per Week)	
First Dumpster	$843.70
Each Additional Dumpster	$514.20
4 Yard Dumpster (Three Pickup Per Week)	
First Dumpster	$1,245.30
Each Additional Dumpster	$747.30
4 Yard Dumpster (Four Pickup Per Week)	
First Dumpster	$1,639.00
Each Additional Dumpster	$956.10
4 Yard Dumpster (Five Pickup Per Week)	
First Dumpster	$2,000.60
Each Additional Dumpster	$1,189.10
SPECIAL PICKUPS	
Residential	
Minimum Fee for The First 5 Minutes	$28.40
Each Minute in Addition to The First 5	$3.00
Mattress or Box Spring, Each in Addition To (I) & (II)	$25.00 Or Current Landfill Fee
Tires, Each in Addition To (I) & (II)	$6.90 Or Current Landfill Disposal Fee
Commercial	
Per Each Additional Dumpster	$292.60
RECYCLING (PER QUARTER)	
Charge Per Residential Utility Account	$15.40
Charge Per Commercial Utility Account, Per Tote (Maximum Of 4)	$15.40
Outside of Corporate Limits	$21.80
101-6 - MUNICIPAL INFRACTION FEES	
Chapter 46 - Hotel Rental Tax	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 67 - Animals	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 68 - Shopping Carts	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 75 - Building Construction (Building Code)	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 78 - Building Numbering and Street Naming	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 84 - Cable Television Rate Regulations	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 98 - Farmers Market	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 108 - Resource Protection Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 117 - Health and Sanitation	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 123 - Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 128 - Licenses and Permits	
First Offense	$550.00
Each Repeat Offense	$1,000.00

Chapter 132 - Littering	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 137 - Noise	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 146 - Peace and Good Order	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 149 - Peddling, Soliciting and Street Vending	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 150 - Plumbing Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 152 - Property Maintenance and Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 155 - Rental for Human Habitation	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 161 - Smoking and Tobacco Products	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 167 - Stormwater Management	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 173 - Subdivision and Land Development	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 181 - Vehicles and Traffic	
Parking Violations	
§181-4A(1) through §181-4A(20)§181-4A(22) through §181-4A(24)§181-4B§181-4C§181-4D§181-5§181-9§	$50.00
§181-4A(21)	$250.00
§181-4A(25)	$150.00
First Offense, for All Other Violations of Chapter 181	$220.00
Each Repeat Offense, for All Other Violations of Chapter 181	$435.00
Chapter 186 - Water and Sewers	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Zoning	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Sign Code	
First Offense	$220.00
Each Repeat Offense	$435.00
Any violation of a provision of this Code designated as an infraction by for which no other specific fine is established.	$110.00

COUNCIL OF THE TOWN OF LA PLATA
Ordinance 26-08

Introduced By:	**Mayor Jeannine E. James**
Date Introduced:	**April 28, 2026**
Town Council Public Hearing:	**April 28, 2026**
Amendments Adopted:	
Date Adopted:	**Scheduled for May 12, 2026**
Date Effective:	**Scheduled for July 1, 2026**

AN ORDINANCE concerning

Town of La Plata Fiscal Year 2027 Tax Rate

FOR the purpose of adopting the Town of La Plata Fiscal Year 2027 Tax Rate; and all matters generally relating thereto.

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA That the Town of La Plata tax rate on real property having location within the corporate limits of the Town of La Plata, except as provided by State law, for the fiscal year 2026-2027 shall be at the rate of thirty-five cents ($.35) per one hundred dollars ($100.00) of assessed valuation for the fiscal year 2026-2027, with billing for taxes on new property to conform to the method currently in place with the Charles County Treasurer's Office; and the personal property tax rate for the fiscal year 2026-2027 shall be at the rate of seventy-five cents ($.75) per one hundred dollars ($100.00) of assessed valuation; and the public utilities tax rate for the fiscal year 2026-2027 shall be at the rate of two dollars and fifty cents ($2.50) per one hundred dollars ($100.00) of assessed valuation; and,

SECTION 2: AND BE IT FURTHER ENACTED, pursuant to Town of La Plata Resolution 09-8, amended and supplemented by Resolution 23-08 designating the Heritage Green Special Taxing District and Town of La Plata authorizing the imposition, levy and collection of special taxes in the Special Taxing District and pursuant to the Rate and Apportioning terms adopted, the Town of La Plata adopts and approves the report of the Administrator of the Heritage Green Special Taxing District (Exhibit A) and hereby assesses and levies as additional real property taxes on the owners of properties in the Heritage Green Special Taxing District as indicated in Appendix A of Exhibit A for the upcoming fiscal year; in the event any parcel numbers are changed prior to the actual billing of taxes by the county, the

Administrator shall revise Appendix A to be consistent with the tax parcel numbers used by the County for billing of taxes and recalculate the special tax to be collected from each parcel in a manner consistent with the method utilized to calculate the special taxes in Exhibit A.

SECTION 3: AND BE IT FURTHER ENACTED that this Ordinance shall become effective on July 1, 2026.

ADOPTED AND APPROVED by the Council of the Town of La Plata this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilwoman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date:_____

EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW

((Double Parenthesis)) indicate matter deleted from existing law.

Underlining indicates amendments to bill.

~~Strike-Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.

HERITAGE GREEN SPECIAL TAXING DISTRICT
TOWN OF LA PLATA, MARYLAND

ANNUAL SPECIAL TAX REPORT
FISCAL YEAR 2026-2027

March 18, 2026

PREPARED BY:

MUNICAP, INC.
— PUBLIC FINANCE —

HERITAGE GREEN SPECIAL TAXING DISTRICT
TOWN OF LA PLATA, MARYLAND

ANNUAL SPECIAL TAX REPORT
FISCAL YEAR 2026-2027

INTRODUCTION

The Town of La Plata, Maryland (the "Town") issued $3,505,074 of General Obligation Bonds (the "Series 2009 Bonds") on December 28, 2009 related to the Heritage Green Special Taxing District (the "District"). The Series 2009 Bonds were issued to the Maryland Water Quality Financing Administration (the "MWQFA") to evidence a loan from the MWQFA to the Town for certain wastewater improvements and related purposes.

The Town of La Plata, Maryland (the "Town") issued a $15,130,000 aggregate principal amount of its Subordinate Special Obligation Bonds (Heritage Green Project), Series 2023A (the "Series 2023A Bonds"). The Series 2023A Bonds were issued pursuant to the provisions of (i) Sections 21-407 through 21-422, inclusive, of the Local Government Article of the Annotated Code of Maryland, as amended (the "Act"); (ii) Resolution 09-8, adopted by the Council of the Town (the "Council") on September 22, 2009, as supplemented and amended by Resolution 23-08, adopted by the Council on March 28, 2023 (as supplemented and amended, the "Resolution"); (iii) Ordinance 09-15, enacted by the Council on September 22, 2009, as supplemented and amended by Ordinance 23-08, enacted by the Council on March 28, 2023 (as supplemented and amended, the "Issuance Ordinance" and, together with the Resolution, the "Authorizing Legislation"); and (iii) an Indenture of Trust, dated as of December 28, 2009 (the "Original Indenture"), as supplemented and amended by a First Supplemental Indenture of Trust, dated as of November 1, 2023 (the "First Supplemental Indenture" and, together with the Original Indenture, the "Indenture"), each by and between the Town and Manufacturers and Traders Trust Company, a New York banking corporation, as trustee (the "Trustee").

The Series 2009 Bonds and the Series 2023A Bonds are collectively referred to as the Bonds (the "Bonds") and shall be repaid from special taxes levied on the taxable property in the District.

A special tax shall be levied and collected as may be required each fiscal year, beginning with the Commencement Date (defined herein) and continuing until the Termination Date (defined herein), in the District pursuant to Section 44A of Article 23A of the Annotated Code of Maryland, as amended (the "Special Taxing District Act"), and Resolution 09-8 (the "Designation Resolution") dated September 22, 2009. The methodology to be used in levying and collecting the special tax are provided for in the resolution—the Rate and Method of Apportionment of Special Taxes for the District. The September 22, 2009, Rate and Method of Apportionment of Special Taxes was amended and restated on February 22, 2023, by the Amended and Restated Rate and Method of Apportionment of Special Taxes. The Amended and Restated Rate and Method of Apportionment of Special Taxes (the "Rate and Method") enables the reset to the 2009 levels of certain special tax rates and additional amendments, including a provision for the prepayment of the special tax. Beginning with the Commencement Date and continuing until the Termination Date, a special tax shall be collected proportionately from each parcel of taxable property up to the maximum special tax for each fiscal year to the extent necessary to fund the Special Tax Requirement (defined herein). According to the Rate and Method, the Commencement Date is defined as

the first day of the fiscal year in which special taxes are levied and may be collected, which shall be the first year after the issuance of any of the bonds. The Termination Date is defined in the Rate and Method as the earlier of (i) the repayment or defeasance of the bonds in accordance with the terms of the Indenture, (ii) the thirtieth (30^{th}) fiscal year in which a parcel paid special tax as Developed Property (defined herein), and (iii) such times provided for by the Indenture.

This report has been prepared to explain the methodology used to calculate the special tax rates at which applicable property will be taxed in the District for Fiscal Year 2026-2027. The special tax rates are shown in Appendix A, which follows this report. The special tax levied on each parcel in the District for Fiscal Year 2026-2027 is shown in Appendix B, which follows Appendix A. As further explained herein, the special tax to be billed to each parcel is based on the parcel's classification as of the Date of Classification (defined herein) and the special tax rates shown in Appendix A. Capitalized terms not defined herein have the same meaning set forth in the Rate and Method.

SPECIAL TAX REQUIREMENT

According to Section C(1) of the Rate and Method, the Special Tax Requirement shall be an amount equal to:

> (A) the amount required in any fiscal year to pay (1) debt service and other periodic costs (including deposits to any sinking funds) on the bonds to be paid from the special tax collected in such fiscal year (including debt service and other periodic costs on any bonds, which were payable in any previous fiscal year but were not paid by the District), (2) administrative expenses to be incurred in the fiscal year or incurred in any previous fiscal year and not paid by the District, (3) any amount required to replenish any reserve fund established in association with any bonds, (4) a contingency, which may include an amount equal to the estimated delinquencies expected in payment of the special tax not otherwise taken into account or amounts required to establish or maintain any reserves, and (5) the costs of remarketing, credit enhancement, bond insurance, and liquidity of facility fees (including such fees for instruments that serve as the basis of a reserve fund related to any indebtedness in lieu of cash) (including such costs that were payable in any previous fiscal year by were not paid by the district), less (B) (1) any credits available pursuant to the Indenture, such as capitalized interest, reserves, and investment earnings on any account balances (including available investment earnings on funds on deposit in the reserve funds under the Indenture), and (2) any other revenues available to apply to the Special Tax Requirement. The amounts included in (A) (3) and (4) above shall not exceed an amount in the aggregate that would result in an increase in the amount of the Special Tax Requirement by an amount more than ten percent of the amounts included in (A) (1) and (5) above.

Table A on the following page provides a summary of the Special Tax Requirement for Fiscal Year 2026-2027. As shown in Table A on the following page, the Special Tax Requirement for Fiscal Year 2026-2027 is equal to $1,200,000. The Special Tax Requirement for Fiscal Year 2026-2027 is explained in the following sections.

Table A
Special Tax Requirement

Expenses:	
Series 2009 Debt Service:	
Interest payment due on February 1, 2027	$3,921
Principal payment due on February 1, 2027	$209,233
Interest payment due on August 1, 2027	$2,875
Subtotal debt service	*$216,030*
Series 2023 Debt Service:	
Interest payment due on February 15, 2027	$485,809
Principal Payment due February 15, 2027	$5,000
Interest payment due on August 15, 2027	$485,666
Subtotal debt service	*$976,475*
Administrative expenses	$35,283
MWQFA annual administrative fee on August 1, 2027	$10,169
Contingency	$50,578
Subtotal Expenses	$96,031
Total expenses	$1,288,535
Available funds:	
2023A Subordinate Reserve Account Estimated Investment Income	($24,470)
Surplus from prior year	($64,064)
Total available funds	**($88,535)**
Special Tax Requirement	**$1,200,000**

Series 2009 Bond Debt Service

Debt service on the Series 2009 Bonds includes the debt service payments due on February 1, 2027 and August 1, 2027. The February 1, 2027 debt service payment includes a semi-annual interest payment and a principal payment. The semi-annual interest payment due on February 1, 2027 is equal to $3,921, which is based on the outstanding principal balance of the Series 2009 Bonds of $784,268 at an interest rate of 1.0% per annum. The principal payment due on February 1, 2027 is equal to $209,233.

The debt service due on August 1, 2027 consists of a semi-annual interest payment in the amount of $2,875, which is based on the outstanding principal balance on the Series Bonds of $575,035 at an interest rate of 1.0% per annum. As a result, aggregate debt service is equal to $216,030 ($3,921 + $209,233 + $2,875 = $216,030).

Series 2023 Bond Debt Service

Debt service on the Series 2023A Bonds includes the debt service payments due on February 15, 2027 and August 15, 2027. The February 15, 2027 debt service payment includes a semi-annual interest

payment and a principal payment. The semi-annual interest payment due on February 15, 2027 is equal to $485,809, which is based on the outstanding principal balance of the Series 2023A Bonds of $15,130,000.

The debt service due on August 15, 2027 consists of a semi-annual interest payment equal to $485,666, which is based on the outstanding principal balance of the Series 2023A Bonds of $15,125,000. As a result, aggregate debt service is equal to $976,475 ($485,809 + $5,000 + $485,666 = $976,475).

Administrative Expenses

Administrative expenses include the estimated fees of the Trustee, the expenses of the Town related to the District, and the expenses of the Administrator. The annual charges of the Trustee are estimated to be $4,500. The annual expenses of the Town are estimated to be $4,380. According to Exhibit B of the Agreement for Administrative Services between MuniCap (the "Administrator") and the Town, administrative services shall be provided on a time and material basis pursuant to the Administrator's hourly fee schedule. For Fiscal Year 2026-2027, the Administrator has estimated this amount to be $26,403. Accordingly, total administrative expenses are estimated to be $35,283 ($4,500 + $4,380 + $26,403 = $35,283) for Fiscal 2026-2027.

Maryland Water Quality Financing Administration Fee

The annual MWQFA administrative fee is equal to $10,169 per year. This fee is to be paid from the Administrative Expense Fund.

Contingency

A contingency, of approximately 4% of annual expenses, has been added in the event of special tax delinquencies, greater than estimated administrative expenses, or other unanticipated expenses.

Reserve Fund Investment Income

Pursuant to Section 4.2(iii) of the First Supplemental Indenture of Trust, the Series 2023A Subordinate Reserve Requirement is equal to $815,675 which is an amount equal to fifty percent (50%) of the maximum annual debt service on the outstanding Series 2023A Bonds and shall remain in effect until the Series 2023A Subordinate Reserve Account Release Condition #1 has been met. The Series 2023A Subordinate Reserve Requirement is invested in a Wilmington Trust Money Market Fund, which is expected to earn an estimated rate of return of 3% per annum. At this estimated rate of return, it is anticipated that the investment income in the amount of $24,470 will be earned on the Series 2023A Subordinate Reserve Requirement and available to pay Fiscal Year 2027 expenses.

No balance is held in the Senior Reserve Fund established under the Original Indenture of Trust and therefore no Senior Reserve Requirement is maintained. Accordingly, estimated investment income on the Senior Reserve Fund is not a factor in preparation of this report.

Surplus from Prior Year

The estimated surplus from the prior year that may be applied to pay debt service on the Bonds and administrative expense for Fiscal Year 2026-2027 is show in Table B on the following page. As shown in Table B, the estimated surplus from Fiscal Year 2025-2026 is equal to $64,064.

Remaining expenses for Fiscal Year 2025-2026 include a semi-annual interest payment on the Series 2009 Bonds in the amount of $3,921 payable on August 1, 2026. The semi-annual interest payment due August 1, 2026 is equal to interest for 6 months on the outstanding Series 2009 Bonds of $784,268 at an interest rate of 1.0% per annum. There is no principal payment due on August 1, 2026. As a result, the total debt service on the Series 2009 bonds to be paid on August 1, 2026 is equal to $3,921.

There is also a semi-annual interest payment due August 1, 2026 is equal to interest for 6 months on the outstanding Series 2023 Bonds of $15,130,000 at an interest rate of 1.0% per annum. There is no principal payment due on August 1, 2026. As a result, the total debt service on the Series 2023 bonds to be paid on August 1, 2026 is equal to $485,809

As of March 16, 2026, the Administrative Expense Fund had a balance of $60,000. As of the same, all administrative expenses totaling $35,969 for Fiscal Year 2025–2026 have been paid in full. Additionally, as indicated in Table B, an annual MWQFA administrative fee of $10,169 is due on August 1, 2026.

Special taxes in the amount of $1,690,000 were billed for Fiscal Year 2025-2026. The Trustee reports that, as of February 28, 2026, special taxes in the amount of $ $1,195,273 have been remitted to the Senior Debt Service Fund, with $485,809 in reimbursement to the town for last assessment years advancement. This representing 99.7% of the special taxes billed for Fiscal Year 2025-2026. Accordingly, $4,740 in special taxes remain outstanding. To be conservative, these outstanding funds have not been included in the surplus calculation.

Table B
Surplus from Prior Year

Remaining Expenses:	
Series 2009 Interest payment due on August 1, 2026	$3,921
Series 2023 Interest payment due on August 1, 2026	$485,809
MWQFA annual administrative fee on August 1, 2026	$10,169
Total expenses	**$499,900**
Available Funds:	
Special Tax Revenues to be remitted in April 2026	$0
Balance of the Senior Debt Service Fund as of March 16, 2026	($2)
Balance of the Special Tax Revenue Fund as of March 16, 2026	($421,587)
Balance of the Administrative Expense Fund as of March 16, 2026	($60,000)
2023A Subordinate Reserve Account Excess Funds	($82,376)
Total funds available	**($563,964)**
Surplus from prior year	**($64,064)**

As shown in Table B, the estimated expenses remaining for Fiscal Year 2025-2026 are equal to $499,900. Funds available to pay these expenses are equal to $563,964. Accordingly, there is a surplus of $64,064 ($563,964 - $499,900 = $64,064) which may be made available to pay Fiscal Year 2026-2027 expenses.

Summary of the Special Tax Requirement

Total expenses of the District for Fiscal Year 2026-2027 are estimated to be equal to $1,287,534. The funds available to pay these expenses of the District are estimated to be $88,535, resulting in a Special Tax Requirement of $1,200,000.

METHOD OF LEVYING THE SPECIAL TAX

Classification of Property

Pursuant to the Rate and Method, special taxes are to be levied each year based on the classification of property in the District. The Rate and Method specifies the following classifications for property in the District:

I. Public Property
II. Owner Association Property
III. Taxable Property:
    A. Developed Property:
        1. Multi-family
        2. Town Homes
        3. Single Family Detached
        4. Commercial

5. Light Industrial

B. Undeveloped Property

Public property and homeowner association property are not subject to special taxes. Undeveloped and Developed Property are subject to special taxes, as described in the balance of this report. Pursuant to the Rate and Method, Developed Property means any parcel of taxable property for which a building permit has been issued that allows the construction of a structure intended for occupancy or for property which has been added to an owner association by the filing of a supplemental declaration or similar document in the land records of Charles County as of the Date of Classification. Undeveloped Property includes all taxable property that is not Developed Property.

Pursuant to Section C(3) of the Rate and Method, commencing with Fiscal Year 2010-2011 and for each following tax year through the Termination Date, the special tax shall be collected as follows:

> **First:** Prior to the completion of construction, the special tax shall be collected from each parcel of Developed Property at the assigned special tax for such property. Subsequent to the completion of construction, the special tax shall be collected proportionately from each parcel of Developed Property up to the assigned special tax for such property to the extent necessary to fund the Special Tax Requirement.
>
> **Second:** If additional monies are needed to fund the Special Tax Requirement after the first step has been completed, the special tax shall be collected proportionately from each parcel of Undeveloped Property up to 100.0% of the maximum special tax for such property, to the extent necessary to fund the Special Tax Requirement.
>
> **Third:** If additional monies are needed to fund the Special Tax Requirement after the second step has been completed, the special tax shall be collected proportionately on each parcel of Developed Property up to 100.0% of the maximum special tax for such property, to the extent necessary to fund the Special Tax Requirement.

Pursuant to Section A of the Rate and Method, property is classified for each fiscal year on a date determined by the Administrator. For Fiscal Year 2026-2027 the Date of Classification is March 1, 2026.

As of the Date of Classification, subdivision plats have been recorded for 722 individual parcels of which 434 parcels are classified as Single-Family Detached units, 236 parcels are classified as Town Home units, 6 parcels ae classified as Commercial, 1 parcel with 288 Multi-Family units has had the special tax prepaid, which had occurred prior to the issuance of the Series 2023A Bonds, and 46 parcels are either tax exempt, right of way, flood plains or open spaces. Additionally, 498 parcels have had building permits issued and approved in the land records of Charles County. As a result, 498 parcels within the District will be classified as Developed Property, which consist of 339 Single-Family Detached units, 159 Town Home units, and 177 parcels classified as Undeveloped Property, which includes 77 Town Home units, 95 Single-Family Detached units, and the 5 Commercial properties, excluding the prepaid parcel, for Fiscal Year 2026-2027, and each will be billed accordingly.

Assigned Special Tax Rates

Pursuant to the Rate and Method, for each Parcel of Developed Property shall be equal to the product of the number of dwelling units or Building Square Footage for each Land Use Class on or that may be built on such Parcel (as estimated by the Administrator) and the Assigned Special Tax per unit or per 1,000 square feet of Building Square Footage for each Land Use Class as shown in Table C below.

Table C
Assigned Tax Rates

Land Use Class	Assigned Special Tax
Multi Family	$176 Per Unit
Town Home	$1,013 Per Unit
Single Family Detached	$1,273 Per Unit
Commercial	$195 Per 1,000 BSF
Light Industrial	$83 Per 1,000 BSF

As of the Date of Classification, 498 parcels within the District will be classified as Developed Property, which consist of 339 Single-Family Detached units, and 159 Town Home units. The Assigned Special Tax Rate is calculated using rates shown in Table C for Fiscal Year 2026-2027. Accordingly, the aggregate special taxes billed on Developed Property are $592,839 [($1,273 × 339) + ($1,013 × 159) = $592,839] for Fiscal Year 2026-2027.

Maximum Special Tax Rates

Pursuant to the Rate and Method, the maximum special tax for each parcel of developed property shall be the greater of (i) and (ii) below.

(i) The product of the number of dwelling units or building square footage for each land use class on or that may be built on such parcel (as estimated by the Administrator) and the maximum special tax per unit or per 1,000 square feet of building square footage for each property classification.

(ii) An amount determined by the following formula:

$$A = (B \div C) \times D$$

Where the terms have the following meaning:

A = the maximum special tax for a parcel;
B = the assigned special tax for the parcel;

C = the total of the assigned special tax on all parcels of Developed Property and the maximum special tax on all parcels of Undeveloped Property; and
D = the Special Tax Requirement.

As of the Date of Classification, 498 taxable parcels within the District were classified as Developed Property. Pursuant to the Rate and Method, special taxes on Developed Property will be collected at the Assigned Special Tax Rate for Fiscal Year 2026-2027.

Undeveloped Property Special Tax Rates

As of the Date of Classification, 177 taxable parcels within the District were classified as Undeveloped Property. The maximum special tax for any fiscal year for each taxable parcel classified as Undeveloped Property shall be determined by the following formula:

$$A = (B - C) \times (D \div E)$$

Where the terms have the following meaning:

A = the maximum special tax for a parcel;
B = the Special Tax Requirement for that fiscal year;
C = the special tax to be collected from Developed Property for that fiscal year;
D = the net land area of the parcel of Undeveloped Property for which the special tax is being calculated; and
E = the net land area of all of the parcels of Undeveloped Property.

The Special Tax Requirement for Fiscal Year 2026-2027 is equal to $1,200,000. As noted above, special taxes to be collected on Developed Property is equal to $592,839 As a result, the balance of special taxes in the amount of $607,162 ($1,209,000 - $592,839 = $607,162) are to be collected on Undeveloped property for Fiscal Year 2026-2027. The net land area of Undeveloped Property is 237.547 acres which is equal to 10,347,526 square feet. Accordingly, the aggregate special taxes billed to Undeveloped Property are $607,162 for Fiscal Year 2026-2027 or $0.0587 per square foot of Undeveloped Property ($607,162 ÷ 10,347,526 = $0.0587).

Prepayment of Special Taxes

As previously mentioned, Parcel 010875, which contains 288 Multi-Family units, has prepaid the special tax pursuant to the Amended and Restated RMA in conjunction with the issuance of the Series 2023A Bonds. The special tax lien for the Multi-Family units subject to the prepayment will be deemed satisfied and special taxes will no longer be collected for those 288 Multi-Family units.

Special Tax Roll

As shown in Appendix B, there are a total of 722 parcels in the District, of which 46 parcels are either tax exempt, prepaid, right of ways, flood plains or open spaces. As a result, there are 675 parcels of taxable property. These parcels are shown by unit type and property class, for Fiscal Year 2026-2027 in the Special Tax Roll, which is attached hereto as Appendix B. If the Administrator becomes aware of any subdivisions recorded prior to the billing of Fiscal Year 2026-2027 special taxes, the Administrator will undertake an exercise to reallocate special taxes to the new parcels. This reallocation or revision of Appendix B will not have any effect on the aggregate special taxes of $1,200,000 that will need to be collected for tax year 2026-2027.

SUMMARY

The Special Tax Requirement for Fiscal Year 2026-2027 is equal to $1,200,000 Accordingly, special taxes in the amount of $1,200,000 are to be billed to the taxable property in the District.

The special tax rates for each property classification in the District for Fiscal Year 2026-2027 are shown in Appendix A. Appendix B lists the parcels of taxable property in the District as of the Date of Classification, the classification of each parcel and the special tax to be levied on each parcel for Fiscal Year 2026-2027. The special tax levied on each parcel is based on the special tax rates shown in Appendix A and the classification of each parcel based on its status as of the Date of Classification.

Appendix A

Heritage Green Special Taxing District
Town of LaPlata, Maryland

Special Tax Rates
Fiscal Year 2026-2027

Property Classification	Special Tax Rate
Developed Property	
Town Home	$1,013 Per Unit
Single Family Detached	$1,273 Per Unit
Undeveloped Property	$0.0587 per square foot

Appendix B

Town of La Plata
Heritage Green Special Taxing District

Special Tax Roll
Fiscal Year 2026-2027

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
N/A	Bulk	06	363546	N/A	N/A	Undeveloped	MF/SF/TH/Comm/LI[1]	60.310	0.000	60.310	60.310	$0.00	$154,150.08	$154,150.08
N/A	Bulk	06	363547	N/A	N/A	Undeveloped	MF/SF/TH/Comm/LI[1]	26.300	0.000	26.300	26.300	$0.00	$67,221.52	$67,221.52
N/A	Bulk	06	363548	-	N/A	Exempt	ROW	4.105	0.000	0.000	0.000	$0.00	$0.00	$0.00
Q	Bulk	01	010875	N/A	N/A	Prepaid	MF/SF/TH/Comm/LI[1]	589.172	0.000	0.000	0.000	$0.00	$0.00	$0.00
N/A	Bulk	01	012843	N/A	N/A	Undeveloped	MF/SF/TH/Comm/LI[1]	197.465	0.000	117.100	117.100	$0.00	$299,304.16	$299,304.16
N/A	Bulk	01	089307	N/A	N/A	Undeveloped	MF/SF/TH/Comm/LI[1]	12.506	0.000	12.506	12.506	$0.00	$31,965.22	$31,965.22
N/A	Bulk	01	006681	N/A	N/A	Undeveloped	MF/SF/TH/Comm/LI[1]	0.574	0.000	0.574	0.574	$0.00	$1,466.51	$1,466.51
K	D	01	361071	-	MOSSY GROVE LN	Exempt	ROW	1.776	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	C1	01	361070	-	MOSSY GROVE LN	Exempt	ROW	0.179	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	88	01	361046	400	MOSSY GROVE LN	Developed	Single-Family	0.117	0.117	0.000	0.117	$1,273.45	$0.00	$1,273.45
K	9	01	361007	401	MOSSY GROVE LN	Developed	Single-Family	0.151	0.151	0.000	0.151	$1,273.45	$0.00	$1,273.45
K	87	01	361045	404	MOSSY GROVE LN	Developed	Single-Family	0.095	0.095	0.000	0.095	$1,273.45	$0.00	$1,273.45
K	10	01	361008	405	MOSSY GROVE LN	Developed	Single-Family	0.127	0.127	0.000	0.127	$1,273.45	$0.00	$1,273.45
K	86	01	361044	408	MOSSY GROVE LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	12	01	361010	413	MOSSY GROVE LN	Developed	Single-Family	0.124	0.124	0.000	0.124	$1,273.45	$0.00	$1,273.45
K	13	01	361011	417	MOSSY GROVE LN	Developed	Single-Family	0.123	0.123	0.000	0.123	$1,273.45	$0.00	$1,273.45
K	89	01	361047	418	MOSSY GROVE LN	Developed	Single-Family	0.150	0.150	0.000	0.150	$1,273.45	$0.00	$1,273.45
K	14	01	361012	421	MOSSY GROVE LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	90	01	361048	422	MOSSY GROVE LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	15	01	361013	425	MOSSY GROVE LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	91	01	361049	426	MOSSY GROVE LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	16	01	361014	429	MOSSY GROVE LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	92	01	361050	430	MOSSY GROVE LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	19	01	361017	445	MOSSY GROVE LN	Developed	Single-Family	0.131	0.131	0.000	0.131	$1,273.45	$0.00	$1,273.45
K	119	01	361053	446	MOSSY GROVE LN	Developed	Single-Family	0.100	0.100	0.000	0.100	$1,273.45	$0.00	$1,273.45
K	20	01	361018	449	MOSSY GROVE LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
K	11	01	361009	409	MOSSY GROVE LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
K	17	01	361015	433	MOSSY GROVE LN	Developed	Single-Family	0.188	0.188	0.000	0.188	$1,273.45	$0.00	$1,273.45
K	18	01	361016	441	MOSSY GROVE LN	Developed	Single-Family	0.183	0.183	0.000	0.183	$1,273.45	$0.00	$1,273.45
K	85	01	361043	412	MOSSY GROVE LN	Developed	Single-Family	0.166	0.166	0.000	0.166	$1,273.45	$0.00	$1,273.45
K	93	01	361051	434	MOSSY GROVE LN	Developed	Single-Family	0.155	0.155	0.000	0.155	$1,273.45	$0.00	$1,273.45
K	118	01	361052	442	MOSSY GROVE LN	Developed	Single-Family	0.140	0.140	0.000	0.140	$1,273.45	$0.00	$1,273.45
K	123	01	361057	462	MOSSY GROVE LN	Developed	Single-Family	0.142	0.142	0.000	0.142	$1,273.45	$0.00	$1,273.45
K	153	01	361058	466	MOSSY GROVE LN	Developed	Single-Family	0.164	0.164	0.000	0.164	$1,273.45	$0.00	$1,273.45
K	163	01	361068	506	MOSSY GROVE LN	Developed	Single-Family	0.190	0.190	0.000	0.190	$1,273.45	$0.00	$1,273.45
K	120	01	361054	450	MOSSY GROVE LN	Developed	Single-Family	0.100	0.100	0.000	0.100	$1,273.45	$0.00	$1,273.45
K	21	01	361019	453	MOSSY GROVE LN	Developed	Single-Family	0.122	0.122	0.000	0.122	$1,273.45	$0.00	$1,273.45
K	121	01	361055	454	MOSSY GROVE LN	Developed	Single-Family	0.100	0.100	0.000	0.100	$1,273.45	$0.00	$1,273.45
K	22	01	361020	457	MOSSY GROVE LN	Developed	Single-Family	0.132	0.132	0.000	0.132	$1,273.45	$0.00	$1,273.45
K	122	01	361056	458	MOSSY GROVE LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	23	01	361021	465	MOSSY GROVE LN	Developed	Single-Family	0.140	0.140	0.000	0.140	$1,273.45	$0.00	$1,273.45
K	24	01	361022	469	MOSSY GROVE LN	Developed	Single-Family	0.141	0.141	0.000	0.141	$1,273.45	$0.00	$1,273.45
K	154	01	361059	470	MOSSY GROVE LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
K	25	01	361023	473	MOSSY GROVE LN	Developed	Single-Family	0.141	0.141	0.000	0.141	$1,273.45	$0.00	$1,273.45
K	155	01	361060	474	MOSSY GROVE LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
K	26	01	361024	477	MOSSY GROVE LN	Developed	Single-Family	0.139	0.139	0.000	0.139	$1,273.45	$0.00	$1,273.45
K	156	01	361061	478	MOSSY GROVE LN	Developed	Single-Family	0.109	0.109	0.000	0.109	$1,273.45	$0.00	$1,273.45
K	27	01	361025	481	MOSSY GROVE LN	Developed	Single-Family	0.141	0.141	0.000	0.141	$1,273.45	$0.00	$1,273.45
K	157	01	361062	482	MOSSY GROVE LN	Developed	Single-Family	0.113	0.113	0.000	0.113	$1,273.45	$0.00	$1,273.45
K	28	01	361026	485	MOSSY GROVE LN	Developed	Single-Family	0.141	0.141	0.000	0.141	$1,273.45	$0.00	$1,273.45
K	158	01	361063	486	MOSSY GROVE LN	Developed	Single-Family	0.113	0.113	0.000	0.113	$1,273.45	$0.00	$1,273.45
K	29	01	361027	489	MOSSY GROVE LN	Developed	Single-Family	0.139	0.139	0.000	0.139	$1,273.45	$0.00	$1,273.45
K	159	01	361064	490	MOSSY GROVE LN	Developed	Single-Family	0.113	0.113	0.000	0.113	$1,273.45	$0.00	$1,273.45
K	30	01	361028	493	MOSSY GROVE LN	Developed	Single-Family	0.127	0.127	0.000	0.127	$1,273.45	$0.00	$1,273.45
K	160	01	361065	494	MOSSY GROVE LN	Developed	Single-Family	0.113	0.113	0.000	0.113	$1,273.45	$0.00	$1,273.45
K	31	01	361029	497	MOSSY GROVE LN	Developed	Single-Family	0.123	0.123	0.000	0.123	$1,273.45	$0.00	$1,273.45
K	161	01	361066	498	MOSSY GROVE LN	Developed	Single-Family	0.113	0.113	0.000	0.113	$1,273.45	$0.00	$1,273.45
K	32	01	361030	501	MOSSY GROVE LN	Developed	Single-Family	0.135	0.135	0.000	0.135	$1,273.45	$0.00	$1,273.45
K	162	01	361067	502	MOSSY GROVE LN	Developed	Single-Family	0.108	0.108	0.000	0.108	$1,273.45	$0.00	$1,273.45
K	8	01	361006	510	WOODLAND KNOLL WAY	Developed	Single-Family	0.157	0.157	0.000	0.157	$1,273.45	$0.00	$1,273.45

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
K	7	01	361005	514	WOODLAND KNOLL WAY	Developed	Single-Family	0.131	0.131	0.000	0.131	$1,273.45	$0.00	$1,273.45
K	6	01	361004	518	WOODLAND KNOLL WAY	Developed	Single-Family	0.166	0.166	0.000	0.166	$1,273.45	$0.00	$1,273.45
K	5	01	361003	522	WOODLAND KNOLL WAY	Developed	Single-Family	0.183	0.183	0.000	0.183	$1,273.45	$0.00	$1,273.45
K	4	01	361002	526	WOODLAND KNOLL WAY	Developed	Single-Family	0.151	0.151	0.000	0.151	$1,273.45	$0.00	$1,273.45
K	3	01	361001	530	WOODLAND KNOLL WAY	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	2	01	361000	534	WOODLAND KNOLL WAY	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	1	01	360999	538	WOODLAND KNOLL WAY	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	A2	01	361073	-	FOREST EDGE AVE	Exempt	ROW	0.256	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	95	01	361376	N/A	FOREST EDGE AVE	Developed	Single-Family	0.117	0.117	0.000	0.117	$1,273.45	$0.00	$1,273.45
K	143	01	361400	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	151	01	361408	N/A	FOREST EDGE AVE	Developed	Single-Family	0.118	0.118	0.000	0.118	$1,273.45	$0.00	$1,273.45
K	I	01	361072	-	FOREST EDGE AVE	Exempt	ROW	0.503	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	94	01	361375	N/A	FOREST EDGE AVE	Developed	Single-Family	0.110	0.110	0.000	0.110	$1,273.45	$0.00	$1,273.45
K	142	01	361399	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	150	01	361407	N/A	FOREST EDGE AVE	Developed	Single-Family	0.117	0.117	0.000	0.117	$1,273.45	$0.00	$1,273.45
K	A1	01	361069	-	FOREST EDGE AVE	Exempt	ROW	0.246	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	H	01	361079	-	FOREST EDGE AVE	Exempt	ROW	42.812	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	101	01	361382	N/A	FOREST EDGE AVE	Developed	Single-Family	0.097	0.097	0.000	0.097	$1,273.45	$0.00	$1,273.45
K	149	01	361406	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	F2	01	361469	-	FOREST EDGE AVE	Exempt	ROW	0.383	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	A5	01	361078	-	FOREST EDGE AVE	Exempt	ROW	0.112	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	100	01	361381	N/A	FOREST EDGE AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
K	148	01	361405	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	PA9	01	361468	-	FOREST EDGE AVE	Exempt	ROW	0.333	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	A4	01	361077	-	FOREST EDGE AVE	Exempt	ROW	0.732	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	99	01	361380	N/A	FOREST EDGE AVE	Developed	Single-Family	0.109	0.109	0.000	0.109	$1,273.45	$0.00	$1,273.45
K	147	01	361404	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	F1	01	361414	-	FOREST EDGE AVE	Exempt	ROW	0.691	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	A8	01	361467	-	FOREST EDGE AVE	Exempt	ROW	0.356	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	J	01	361076	-	FOREST EDGE AVE	Exempt	ROW	0.975	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	98	01	361379	N/A	FOREST EDGE AVE	Developed	Single-Family	0.114	0.114	0.000	0.114	$1,273.45	$0.00	$1,273.45
K	146	01	361403	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	E	01	361413	-	FOREST EDGE AVE	Exempt	ROW	0.517	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	B	01	361075	-	FOREST EDGE AVE	Exempt	ROW	0.204	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	97	01	361378	N/A	FOREST EDGE AVE	Developed	Single-Family	0.112	0.112	0.000	0.112	$1,273.45	$0.00	$1,273.45
K	145	01	361402	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	A7	01	361411	-	FOREST EDGE AVE	Exempt	ROW	0.079	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	A3	01	361074	-	FOREST EDGE AVE	Exempt	ROW	0.771	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	96	01	361377	N/A	FOREST EDGE AVE	Developed	Single-Family	0.115	0.115	0.000	0.115	$1,273.45	$0.00	$1,273.45
K	144	01	361401	N/A	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	152	01	361409	N/A	FOREST EDGE AVE	Developed	Single-Family	0.117	0.117	0.000	0.117	$1,273.45	$0.00	$1,273.45
K	62	01	361435	263	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	141	01	361453	266	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	61	01	361434	267	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	140	01	361452	270	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	60	01	361433	271	FOREST EDGE AVE	Developed	Single-Family	0.144	0.144	0.000	0.144	$1,273.45	$0.00	$1,273.45
K	139	01	361451	274	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	59	01	361432	275	FOREST EDGE AVE	Developed	Single-Family	0.167	0.167	0.000	0.167	$1,273.45	$0.00	$1,273.45
K	58	01	361431	279	FOREST EDGE AVE	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
K	57	01	361430	283	FOREST EDGE AVE	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
K	56	01	361429	287	FOREST EDGE AVE	Developed	Single-Family	0.167	0.167	0.000	0.167	$1,273.45	$0.00	$1,273.45
K	138	01	361450	290	FOREST EDGE AVE	Developed	Single-Family	0.097	0.097	0.000	0.097	$1,273.45	$0.00	$1,273.45
K	55	01	361428	291	FOREST EDGE AVE	Developed	Single-Family	0.166	0.166	0.000	0.166	$1,273.45	$0.00	$1,273.45
K	137	01	361449	294	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	54	01	361427	295	FOREST EDGE AVE	Developed	Single-Family	0.127	0.127	0.000	0.127	$1,273.45	$0.00	$1,273.45
K	136	01	361448	298	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	53	01	361426	299	FOREST EDGE AVE	Developed	Single-Family	0.120	0.120	0.000	0.120	$1,273.45	$0.00	$1,273.45
K	135	01	361447	302	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	52	01	361425	303	FOREST EDGE AVE	Developed	Single-Family	0.120	0.120	0.000	0.120	$1,273.45	$0.00	$1,273.45
K	51	01	361424	307	FOREST EDGE AVE	Developed	Single-Family	0.120	0.120	0.000	0.120	$1,273.45	$0.00	$1,273.45
K	50	01	361423	311	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	169	01	361459	314	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	49	01	361422	315	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	168	01	361458	318	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	48	01	361421	319	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	167	01	361457	322	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	47	01	361420	323	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	166	01	361456	326	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	46	01	361419	327	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
K	165	01	361455	330	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	45	01	361418	331	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	164	01	361454	334	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	44	01	361042	335	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	43	01	361041	339	FOREST EDGE AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	42	01	361040	347	FOREST EDGE AVE	Developed	Single-Family	0.137	0.137	0.000	0.137	$1,273.45	$0.00	$1,273.45
K	41	01	361039	351	FOREST EDGE AVE	Developed	Single-Family	0.137	0.137	0.000	0.137	$1,273.45	$0.00	$1,273.45
K	40	01	361038	355	FOREST EDGE AVE	Developed	Single-Family	0.138	0.138	0.000	0.138	$1,273.45	$0.00	$1,273.45
K	39	01	361037	359	FOREST EDGE AVE	Developed	Single-Family	0.137	0.137	0.000	0.137	$1,273.45	$0.00	$1,273.45
K	38	01	361036	363	FOREST EDGE AVE	Developed	Single-Family	0.137	0.137	0.000	0.137	$1,273.45	$0.00	$1,273.45
K	37	01	361035	367	FOREST EDGE AVE	Developed	Single-Family	0.138	0.138	0.000	0.138	$1,273.45	$0.00	$1,273.45
K	36	01	361034	371	FOREST EDGE AVE	Developed	Single-Family	0.137	0.137	0.000	0.137	$1,273.45	$0.00	$1,273.45
K	35	01	361033	375	FOREST EDGE AVE	Developed	Single-Family	0.137	0.137	0.000	0.137	$1,273.45	$0.00	$1,273.45
K	34	01	361032	379	FOREST EDGE AVE	Developed	Single-Family	0.138	0.138	0.000	0.138	$1,273.45	$0.00	$1,273.45
K	33	01	361031	383	FOREST EDGE AVE	Developed	Single-Family	0.138	0.138	0.000	0.138	$1,273.45	$0.00	$1,273.45
K	170	01	361460	310	FOREST EDGE AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	134	01	361446	306	FOREST EDGE AVE	Developed	Single-Family	0.148	0.148	0.000	0.148	$1,273.45	$0.00	$1,273.45
K	K	01	361471	-	FAWN MEADOW LN	Exempt	ROW	0.680	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	G	01	361470	-	FAWN MEADOW LN	Exempt	ROW	0.387	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	124	01	361436	545	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	125	01	361437	549	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	126	01	361438	553	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	176	01	361466	554	FAWN MEADOW LN	Developed	Single-Family	0.124	0.124	0.000	0.124	$1,273.45	$0.00	$1,273.45
K	127	01	361439	557	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	175	01	361465	558	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	128	01	361440	561	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	174	01	361464	562	FAWN MEADOW LN	Developed	Single-Family	0.100	0.100	0.000	0.100	$1,273.45	$0.00	$1,273.45
K	129	01	361441	565	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	173	01	361463	566	FAWN MEADOW LN	Developed	Single-Family	0.102	0.102	0.000	0.102	$1,273.45	$0.00	$1,273.45
K	130	01	361442	569	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	172	01	361462	570	FAWN MEADOW LN	Developed	Single-Family	0.111	0.111	0.000	0.111	$1,273.45	$0.00	$1,273.45
K	131	01	361443	573	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	171	01	361461	574	FAWN MEADOW LN	Developed	Single-Family	0.110	0.110	0.000	0.110	$1,273.45	$0.00	$1,273.45
K	132	01	361444	577	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	133	01	361445	581	FAWN MEADOW LN	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	77	01	361367	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.105	0.105	0.000	0.105	$1,273.45	$0.00	$1,273.45
K	107	01	361388	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.097	0.097	0.000	0.097	$1,273.45	$0.00	$1,273.45
K	115	01	361396	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.109	0.109	0.000	0.109	$1,273.45	$0.00	$1,273.45
K	76	01	361366	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	84	01	361374	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.105	0.105	0.000	0.105	$1,273.45	$0.00	$1,273.45
K	114	01	361395	151	CHARMING FOREST AVE	Developed	Single-Family	0.108	0.108	0.000	0.108	$1,273.45	$0.00	$1,273.45
K	75	01	361365	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	83	01	361373	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	113	01	361394	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.108	0.108	0.000	0.108	$1,273.45	$0.00	$1,273.45
K	74	01	361364	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.105	0.105	0.000	0.105	$1,273.45	$0.00	$1,273.45
K	82	01	361372	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	112	01	361393	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	73	01	361363	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.104	0.104	0.000	0.104	$1,273.45	$0.00	$1,273.45
K	81	01	361371	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	111	01	361392	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.108	0.108	0.000	0.108	$1,273.45	$0.00	$1,273.45
K	72	01	361362	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.106	0.106	0.000	0.106	$1,273.45	$0.00	$1,273.45
K	80	01	361370	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	110	01	361391	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	C2	01	361412	-	CHARMING FOREST AVE	Exempt	ROW	1.213	0.000	0.000	0.000	$0.00	$0.00	$0.00
K	71	01	361361	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.111	0.111	0.000	0.111	$1,273.45	$0.00	$1,273.45
K	79	01	361369	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	109	01	361390	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	117	01	361398	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.107	0.107	0.000	0.107	$1,273.45	$0.00	$1,273.45
K	70	01	361360	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.111	0.111	0.000	0.111	$1,273.45	$0.00	$1,273.45
K	78	01	361368	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.105	0.105	0.000	0.105	$1,273.45	$0.00	$1,273.45
K	108	01	361389	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
K	116	01	361397	N/A	CHARMING FOREST AVE	Developed	Single-Family	0.108	0.108	0.000	0.108	$1,273.45	$0.00	$1,273.45
K	103	01	361384	N/A	ENCHANTED WALK LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	69	01	361359	100	ENCHANTED WALK LN	Developed	Single-Family	0.134	0.134	0.000	0.134	$1,273.45	$0.00	$1,273.45
K	68	01	361358	104	ENCHANTED WALK LN	Developed	Single-Family	0.125	0.125	0.000	0.125	$1,273.45	$0.00	$1,273.45
K	67	01	361357	108	ENCHANTED WALK LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	66	01	361356	112	ENCHANTED WALK LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	65	01	361355	116	ENCHANTED WALK LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	A6	01	361410	-	ENCHANTED WALK LN	Exempt	ROW	0.159	0.000	0.000	0.000	$0.00	$0.00	$0.00

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
K	64	01	361354	120	ENCHANTED WALK LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
K	105	01	361386	N/A	ENCHANTED WALK LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	104	01	361385	N/A	ENCHANTED WALK LN	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
K	63	01	361353	124	ENCHANTED WALK LN	Developed	Single-Family	0.171	0.171	0.000	0.171	$1,273.45	$0.00	$1,273.45
K	102	01	361383	123	ENCHANTED WALK LN	Developed	Single-Family	0.150	0.150	0.000	0.150	$1,273.45	$0.00	$1,273.45
K	106	01	361387	107	ENCHANTED WALK LN	Developed	Single-Family	0.152	0.152	0.000	0.152	$1,273.45	$0.00	$1,273.45
O	1	01	361958	1022	Merry Elm Lane	Developed	Single-Family	0.157	0.157	0.000	0.157	$1,273.45	$0.00	$1,273.45
O	2	01	361959	1026	Merry Elm Lane	Developed	Single-Family	0.147	0.147	0.000	0.147	$1,273.45	$0.00	$1,273.45
O	3	01	361960	1030	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	4	01	361961	1034	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	5	01	361962	1038	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	6	01	361963	1042	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	7	01	361964	1046	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	8	01	361965	1050	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	9	01	361966	1052	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	10	01	361967	1056	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	11	01	361968	1060	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	12	01	361969	1064	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	13	01	361970	1072	Merry Elm Lane	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
O	14	01	361971	1076	Merry Elm Lane	Developed	Single-Family	0.125	0.125	0.000	0.125	$1,273.45	$0.00	$1,273.45
O	15	01	361972	1080	Merry Elm Lane	Developed	Single-Family	0.201	0.201	0.000	0.201	$1,273.45	$0.00	$1,273.45
O	16	01	361973	1084	Merry Elm Lane	Developed	Single-Family	0.201	0.201	0.000	0.201	$1,273.45	$0.00	$1,273.45
O	17	01	361974	1085	Merry Elm Lane	Developed	Single-Family	0.208	0.208	0.000	0.208	$1,273.45	$0.00	$1,273.45
O	18	01	361975	1081	Merry Elm Lane	Developed	Single-Family	0.224	0.224	0.000	0.224	$1,273.45	$0.00	$1,273.45
O	19	01	361976	1077	Merry Elm Lane	Developed	Single-Family	0.135	0.135	0.000	0.135	$1,273.45	$0.00	$1,273.45
O	20	01	361977	1073	Merry Elm Lane	Developed	Single-Family	0.156	0.156	0.000	0.156	$1,273.45	$0.00	$1,273.45
O	21	01	361978	1063	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	22	01	361979	1059	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	23	01	361980	1055	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	31	01	361988	1047	Merry Elm Lane	Developed	Single-Family	0.133	0.133	0.000	0.133	$1,273.45	$0.00	$1,273.45
O	32	01	361989	1043	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	33	01	361990	1039	Merry Elm Lane	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	34	01	361991	1035	Merry Elm Lane	Developed	Single-Family	0.133	0.133	0.000	0.133	$1,273.45	$0.00	$1,273.45
O	45	01	362002	1027	Merry Elm Lane	Developed	Single-Family	0.167	0.167	0.000	0.167	$1,273.45	$0.00	$1,273.45
O	46	01	362003	1023	Merry Elm Lane	Developed	Single-Family	0.153	0.153	0.000	0.153	$1,273.45	$0.00	$1,273.45
O	47	01	362004	1019	Merry Elm Lane	Developed	Single-Family	0.144	0.144	0.000	0.144	$1,273.45	$0.00	$1,273.45
O	48	01	362005	1015	Merry Elm Lane	Developed	Single-Family	0.122	0.122	0.000	0.122	$1,273.45	$0.00	$1,273.45
O	24	01	361981	168	Folkore Way	Developed	Single-Family	0.135	0.135	0.000	0.135	$1,273.45	$0.00	$1,273.45
O	25	01	361982	164	Folkore Way	Developed	Single-Family	0.147	0.147	0.000	0.147	$1,273.45	$0.00	$1,273.45
O	26	01	361983	158	Folkore Way	Developed	Single-Family	0.141	0.141	0.000	0.141	$1,273.45	$0.00	$1,273.45
O	27	01	361984	155	Folkore Way	Developed	Single-Family	0.176	0.176	0.000	0.176	$1,273.45	$0.00	$1,273.45
O	28	01	361985	159	Folkore Way	Developed	Single-Family	0.173	0.173	0.000	0.173	$1,273.45	$0.00	$1,273.45
O	29	01	361986	163	Folkore Way	Developed	Single-Family	0.177	0.177	0.000	0.177	$1,273.45	$0.00	$1,273.45
O	30	01	361987	167	Folkore Way	Developed	Single-Family	0.153	0.153	0.000	0.153	$1,273.45	$0.00	$1,273.45
O	35	01	361992	148	Creaking Branch Court	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	36	01	361993	144	Creaking Branch Court	Developed	Single-Family	0.134	0.134	0.000	0.134	$1,273.45	$0.00	$1,273.45
O	37	01	361994	140	Creaking Branch Court	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
O	38	01	361995	136	Creaking Branch Court	Developed	Single-Family	0.141	0.141	0.000	0.141	$1,273.45	$0.00	$1,273.45
O	39	01	361996	130	Creaking Branch Court	Developed	Single-Family	0.190	0.190	0.000	0.190	$1,273.45	$0.00	$1,273.45
O	40	01	361997	131	Creaking Branch Court	Developed	Single-Family	0.187	0.187	0.000	0.187	$1,273.45	$0.00	$1,273.45
O	41	01	361998	135	Creaking Branch Court	Developed	Single-Family	0.187	0.187	0.000	0.187	$1,273.45	$0.00	$1,273.45
O	42	01	361999	139	Creaking Branch Court	Developed	Single-Family	0.177	0.177	0.000	0.177	$1,273.45	$0.00	$1,273.45
O	43	01	362000	143	Creaking Branch Court	Developed	Single-Family	0.159	0.159	0.000	0.159	$1,273.45	$0.00	$1,273.45
O	44	01	362001	147	Creaking Branch Court	Developed	Single-Family	0.137	0.137	0.000	0.137	$1,273.45	$0.00	$1,273.45
O	49	01	362074	124	Shallow Brock Way	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	50	01	362075	120	Shallow Brock Way	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	51	01	362076	116	Shallow Brock Way	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	52	01	362077	112	Shallow Brock Way	Developed	Single-Family	0.128	0.128	0.000	0.128	$1,273.45	$0.00	$1,273.45
O	53	01	362078	108	Shallow Brock Way	Developed	Single-Family	0.160	0.160	0.000	0.160	$1,273.45	$0.00	$1,273.45
O	54	01	362079	104	Shallow Brock Way	Developed	Single-Family	0.184	0.184	0.000	0.184	$1,273.45	$0.00	$1,273.45
O	55	01	362080	105	Shallow Brock Way	Developed	Single-Family	0.174	0.174	0.000	0.174	$1,273.45	$0.00	$1,273.45
O	56	01	362081	109	Shallow Brock Way	Developed	Single-Family	0.169	0.169	0.000	0.169	$1,273.45	$0.00	$1,273.45
O	57	01	362082	113	Shallow Brock Way	Developed	Single-Family	0.129	0.129	0.000	0.129	$1,273.45	$0.00	$1,273.45
O	58	01	362083	115	Shallow Brock Way	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	59	01	362084	119	Shallow Brock Way	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	60	01	362085	123	Shallow Brock Way	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	61	01	362086	153	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	62	01	362087	155	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	63	01	362088	157	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
O	64	01	362089	158	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	65	01	362090	156	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	66	01	362091	154	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	67	01	362092	152	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
O	68	01	362093	150	Pollen Drive	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
A	F	01	362604	-	SOFT RUSH LN	Exempt	ROW	0.502	0.000	0.000	0.000	$0.00	$0.00	$0.00
A	D	01	362602	-	SOFT RUSH LN	Exempt	ROW	0.545	0.000	0.000	0.000	$0.00	$0.00	$0.00
A	B	01	362600	-	SOFT RUSH LN	Exempt	ROW	0.452	0.000	0.000	0.000	$0.00	$0.00	$0.00
A	6	06	363262	100	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	104	06	362506	101	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	105	06	362507	103	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	106	06	362508	105	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	107	06	362509	107	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	108	06	362510	109	SOFT RUSH LN	Developed	Town Home	0.052	0.052	0.000	0.052	$1,013.45	$0.00	$1,013.45
A	109	06	362511	119	SOFT RUSH LN	Developed	Town Home	0.054	0.054	0.000	0.054	$1,013.45	$0.00	$1,013.45
A	110	06	362512	121	SOFT RUSH LN	Developed	Town Home	0.040	0.040	0.000	0.040	$1,013.45	$0.00	$1,013.45
A	111	06	362513	123	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	112	06	362514	125	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	113	06	362515	127	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	114	06	362516	137	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	115	06	362517	139	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	116	06	362518	141	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	117	06	362519	143	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	118	06	362520	145	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	171	06	362573	149	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	172	06	362574	151	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	173	06	362575	153	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	174	06	362576	155	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	175	06	362577	159	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	176	06	362578	161	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	177	06	362579	163	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	57	06	362607	226	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	58	06	362608	228	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	59	06	362609	230	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	60	06	362610	232	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	61	06	362611	236	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	62	06	362612	238	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	63	06	362613	240	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	64	06	362614	242	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	65	06	362615	244	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	66	06	362616	246	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	67	06	362617	250	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	68	06	362618	252	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	69	06	362619	254	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	70	06	362620	256	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	71	06	362621	258	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	72	06	362622	260	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	73	06	362623	264	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	74	06	362624	266	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	75	06	362625	268	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	76	06	362626	270	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	77	06	362479	274	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	78	06	362480	276	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	79	06	362481	278	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	80	06	362482	280	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	81	06	362483	284	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	82	06	362484	286	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	83	06	362485	288	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	135	06	362537	289	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	84	06	362486	290	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	136	06	362538	291	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	85	06	362487	292	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	137	06	362539	293	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	86	06	362488	294	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	138	06	362540	295	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	87	06	362489	298	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	139	06	362541	299	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	88	06	362490	300	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	140	06	362542	301	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
A	89	06	362491	302	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	141	06	362543	303	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	90	06	362492	304	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	142	06	362544	305	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	91	06	362493	306	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	143	06	362545	307	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	92	06	362494	308	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	144	06	362546	311	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	93	06	362495	312	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	145	06	362547	313	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	94	06	362496	314	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	146	06	362548	315	SOFT RUSH LN	Developed	Town Home	0.039	0.039	0.000	0.039	$1,013.45	$0.00	$1,013.45
A	95	06	362497	316	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	147	06	362549	317	SOFT RUSH LN	Developed	Town Home	0.050	0.050	0.000	0.050	$1,013.45	$0.00	$1,013.45
A	96	06	362498	318	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	97	06	362499	322	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	98	06	362500	324	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	99	06	362501	326	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	100	06	362502	328	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	101	06	362503	332	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	102	06	362504	334	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	103	06	362505	336	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	148	06	362550	343	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	149	06	362551	345	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	150	06	362552	347	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	151	06	362553	349	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	152	06	362554	351	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	153	06	362555	355	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	154	06	362556	357	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	155	06	362557	359	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	156	06	362558	361	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	157	06	362559	363	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	158	06	362560	365	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	159	06	362561	369	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	160	06	362562	371	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	161	06	362563	373	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	162	06	362564	375	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	163	06	362565	377	SOFT RUSH LN	Developed	Town Home	0.043	0.043	0.000	0.043	$1,013.45	$0.00	$1,013.45
A	164	06	362566	379	SOFT RUSH LN	Developed	Town Home	0.065	0.065	0.000	0.065	$1,013.45	$0.00	$1,013.45
A	165	06	362567	383	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	166	06	362568	385	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	167	06	362569	387	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	168	06	362570	389	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	169	06	362571	391	SOFT RUSH LN	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	170	06	362572	393	SOFT RUSH LN	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A		06	362669	-	SOFT RUSH LN	Exempt	ROW	2.683	0.000	0.000	0.000	$0.00	$0.00	$0.00
A		06	363313	-	SOFT RUSH LN	Exempt	ROW	7.549	0.000	0.000	0.000	$0.00	$0.00	$0.00
A		06	362603	-	SOFT RUSH LN	Exempt	ROW	0.229	0.000	0.000	0.000	$0.00	$0.00	$0.00
A		06	362668	-	SOFT RUSH LN	Exempt	ROW	0.296	0.000	0.000	0.000	$0.00	$0.00	$0.00
A		06	363263	102	SOFT RUSH LN	Undeveloped	Town Home	0.750	0.000	0.750	0.750	$0.00	$1,916.98	$1,916.98
A		06	363264	104	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A		06	363265	106	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.35	$107.35
A	10	06	363266	108	SOFT RUSH LN	Undeveloped	Town Home	0.038	0.000	0.038	0.038	$0.00	$96.36	$96.36
A	11	06	363267	110	SOFT RUSH LN	Undeveloped	Town Home	0.065	0.000	0.065	0.065	$0.00	$165.63	$165.63
A	12	06	363268	116	SOFT RUSH LN	Undeveloped	Town Home	0.065	0.000	0.065	0.065	$0.00	$164.86	$164.86
A	13	06	363269	118	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$108.12	$108.12
A	14	06	363270	120	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$108.12	$108.12
A	15	06	363271	122	SOFT RUSH LN	Undeveloped	Town Home	0.065	0.000	0.065	0.065	$0.00	$164.86	$164.86
A	16	06	363272	126	SOFT RUSH LN	Undeveloped	Town Home	0.064	0.000	0.064	0.064	$0.00	$163.33	$163.33
A	17	06	363273	128	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	18	06	363274	130	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	19	06	363275	132	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	20	06	363276	138	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	21	06	363277	140	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	22	06	363278	142	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	23	06	363279	144	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	24	06	363280	148	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	25	06	363281	150	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	26	06	363282	152	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
A	27	06	363283	154	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	28	06	363284	156	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	29	06	363285	158	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	30	06	363286	162	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	31	06	363287	164	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	32	06	363288	166	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	33	06	363289	168	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	34	06	363290	170	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	35	06	363291	172	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	36	06	363292	176	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	37	06	363293	178	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	38	06	363294	180	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	39	06	363295	182	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	40	06	363296	184	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	41	06	363297	186	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	42	06	363298	190	SOFT RUSH LN	Undeveloped	Town Home	0.066	0.000	0.066	0.066	$0.00	$168.95	$168.95
A	43	06	363299	192	SOFT RUSH LN	Undeveloped	Town Home	0.043	0.000	0.043	0.043	$0.00	$108.63	$108.63
A	44	06	363300	194	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	45	06	363301	196	SOFT RUSH LN	Undeveloped	Town Home	0.064	0.000	0.064	0.064	$0.00	$164.35	$164.35
A	46	06	363302	200	SOFT RUSH LN	Undeveloped	Town Home	0.066	0.000	0.066	0.066	$0.00	$169.72	$169.72
A	47	06	363303	202	SOFT RUSH LN	Undeveloped	Town Home	0.043	0.000	0.043	0.043	$0.00	$108.88	$108.88
A	48	06	363304	204	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	49	06	363305	206	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	50	06	363306	208	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	51	06	363307	212	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	52	06	363308	214	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	53	06	363309	216	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	54	06	363310	218	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	55	06	363311	220	SOFT RUSH LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	56	06	363312	222	SOFT RUSH LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	1	06	363257	410	SOFT RUSH LN	Undeveloped	Town Home	0.050	0.000	0.050	0.050	$0.00	$128.05	$128.05
A	2	06	363258	412	SOFT RUSH LN	Undeveloped	Town Home	0.039	0.000	0.039	0.039	$0.00	$98.40	$98.40
A	3	06	363259	414	SOFT RUSH LN	Undeveloped	Town Home	0.039	0.000	0.039	0.039	$0.00	$98.40	$98.40
A	4	06	363260	416	SOFT RUSH LN	Undeveloped	Town Home	0.039	0.000	0.039	0.039	$0.00	$98.40	$98.40
A	5	06	363261	418	SOFT RUSH LN	Undeveloped	Town Home	0.050	0.000	0.050	0.050	$0.00	$128.31	$128.31
A	192	06	362580	505	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	193	06	362581	507	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	194	06	362582	509	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	195	06	362583	511	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	196	06	362584	515	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	197	06	362585	517	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	198	06	362586	519	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	199	06	362587	521	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	200	06	362588	523	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	134	06	362536	524	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	133	06	362535	526	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	201	06	362589	527	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	132	06	362534	528	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	202	06	362590	529	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	131	06	362533	530	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	203	06	362591	531	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	130	06	362532	532	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	204	06	362592	533	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	129	06	362531	534	SWIFT HERON AVE	Developed	Town Home	0.064	0.064	0.000	0.064	$1,013.45	$0.00	$1,013.45
A	205	06	362593	535	SWIFT HERON AVE	Developed	Town Home	0.045	0.045	0.000	0.045	$1,013.45	$0.00	$1,013.45
A	206	06	362594	537	SWIFT HERON AVE	Developed	Town Home	0.066	0.066	0.000	0.066	$1,013.45	$0.00	$1,013.45
A	128	06	362530	538	SWIFT HERON AVE	Developed	Town Home	0.064	0.064	0.000	0.064	$1,013.45	$0.00	$1,013.45
A	127	06	362529	540	SWIFT HERON AVE	Developed	Town Home	0.043	0.043	0.000	0.043	$1,013.45	$0.00	$1,013.45
A	126	06	362528	542	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	125	06	362527	544	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	124	06	362526	546	SWIFT HERON AVE	Developed	Town Home	0.043	0.043	0.000	0.043	$1,013.45	$0.00	$1,013.45
A	123	06	362525	548	SWIFT HERON AVE	Developed	Town Home	0.068	0.068	0.000	0.068	$1,013.45	$0.00	$1,013.45
A	207	06	362595	551	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	122	06	362524	552	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	208	06	362596	553	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	121	06	362523	554	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	209	06	362597	555	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	120	06	362522	556	SWIFT HERON AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	209	06	362598	557	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
A	119	06	362521	588	SWIFT HERON AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	222	06	362652	453	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	191	06	362640	454	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	223	06	362653	455	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	190	06	362639	456	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	224	06	362654	457	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	189	06	362638	458	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	225	06	362655	459	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	188	06	362637	460	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	226	06	362656	463	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	187	06	362636	464	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	227	06	362657	465	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	186	06	362635	466	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	228	06	362658	467	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	185	06	362634	468	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	229	06	362659	469	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	184	06	362633	470	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	183	06	362632	474	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	182	06	362631	476	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	181	06	362630	478	STILL FEATHER AVE	Developed	Town Home	0.055	0.055	0.000	0.055	$1,013.45	$0.00	$1,013.45
A	180	06	362629	482	STILL FEATHER AVE	Developed	Town Home	0.066	0.066	0.000	0.066	$1,013.45	$0.00	$1,013.45
A	230	06	362660	483	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	179	06	362628	484	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	231	06	362661	485	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	178	06	362627	486	STILL FEATHER AVE	Developed	Town Home	0.065	0.065	0.000	0.065	$1,013.45	$0.00	$1,013.45
A	232	06	362662	487	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	233	06	362663	489	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	234	06	362664	493	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	235	06	362665	495	STILL FEATHER AVE	Developed	Town Home	0.042	0.042	0.000	0.042	$1,013.45	$0.00	$1,013.45
A	236	06	362666	497	STILL FEATHER AVE	Developed	Town Home	0.063	0.063	0.000	0.063	$1,013.45	$0.00	$1,013.45
A	221	06	362651	424	WHIRL LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.28	$161.28
A	220	06	362650	426	WHIRL LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	219	06	362649	428	WHIRL LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	218	06	362648	430	WHIRL LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	217	06	362647	434	WHIRL LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
A	216	06	362646	436	WHIRL LN	Undeveloped	Town Home	0.045	0.000	0.045	0.045	$0.00	$115.53	$115.53
A	215	06	362645	438	WHIRL LN	Undeveloped	Town Home	0.067	0.000	0.067	0.067	$0.00	$171.76	$171.76
A	214	06	362644	442	WHIRL LN	Undeveloped	Town Home	0.067	0.000	0.067	0.067	$0.00	$172.02	$172.02
A	213	06	362643	444	WHIRL LN	Undeveloped	Town Home	0.043	0.000	0.043	0.043	$0.00	$108.63	$108.63
A	212	06	362642	446	WHIRL LN	Undeveloped	Town Home	0.042	0.000	0.042	0.042	$0.00	$107.86	$107.86
A	211	06	362641	448	WHIRL LN	Undeveloped	Town Home	0.063	0.000	0.063	0.063	$0.00	$161.79	$161.79
I		01	363360	55	PINE GLADE CT	Developed	Single-Family	0.102	0.102	0.000	0.102	$1,273.45	$0.00	$1,273.45
I		01	363359	59	PINE GLADE CT	Developed	Single-Family	0.102	0.102	0.000	0.102	$1,273.45	$0.00	$1,273.45
I		01	363358	63	PINE GLADE CT	Undeveloped	Single-Family	0.102	0.000	0.102	0.102	$0.00	$260.71	$260.71
I	157	01	363424	64	PINE GLADE CT	Undeveloped	Single-Family	0.103	0.000	0.103	0.103	$0.00	$264.29	$264.29
I	44	01	363357	67	PINE GLADE CT	Undeveloped	Single-Family	0.102	0.000	0.102	0.102	$0.00	$260.71	$260.71
I	156	01	363423	68	PINE GLADE CT	Undeveloped	Single-Family	0.103	0.000	0.103	0.103	$0.00	$264.29	$264.29
I	43	01	363356	71	PINE GLADE CT	Undeveloped	Single-Family	0.102	0.000	0.102	0.102	$0.00	$260.71	$260.71
I	155	01	363422	72	PINE GLADE CT	Undeveloped	Single-Family	0.103	0.000	0.103	0.103	$0.00	$264.29	$264.29
I	42	01	363355	81	PINE GLADE CT	Undeveloped	Single-Family	0.137	0.000	0.137	0.137	$0.00	$349.91	$349.91
I	41	01	363354	85	PINE GLADE CT	Undeveloped	Single-Family	0.197	0.000	0.197	0.197	$0.00	$502.25	$502.25
I	36	01	363349	86	PINE GLADE CT	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	40	01	363353	89	PINE GLADE CT	Undeveloped	Single-Family	0.179	0.000	0.179	0.179	$0.00	$457.01	$457.01
I	39	01	363352	93	PINE GLADE CT	Undeveloped	Single-Family	0.210	0.000	0.210	0.210	$0.00	$536.24	$536.24
I	37	01	363350	96	PINE GLADE CT	Undeveloped	Single-Family	0.210	0.000	0.210	0.210	$0.00	$536.24	$536.24
I	38	01	363351	97	PINE GLADE CT	Undeveloped	Single-Family	0.210	0.000	0.210	0.210	$0.00	$536.24	$536.24
I		01	363454	-	TWISTED TWIG LN	Exempt	ROW	0.465	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363460	-	TWISTED TWIG LN	Exempt	ROW	1.106	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363455	-	TWISTED TWIG LN	Exempt	ROW	0.942	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363456	-	TWISTED TWIG LN	Exempt	ROW	0.675	0.000	0.000	0.000	$0.00	$0.00	$0.00
I	34	01	363347	505	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	153	01	363420	506	TWISTED TWIG LN	Undeveloped	Single-Family	0.125	0.000	0.125	0.125	$0.00	$318.47	$318.47
I	33	01	363346	509	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	152	01	363419	510	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	32	01	363345	513	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	151	01	363418	514	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	31	01	363344	517	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	150	01	363417	518	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	30	01	363343	521	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
I	149	01	363416	522	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	148	01	363415	526	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	147	01	363414	530	TWISTED TWIG LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	105	01	363398	542	TWISTED TWIG LN	Developed	Single-Family	0.129	0.129	0.000	0.129	$1,273.45	$0.00	$1,273.45
I	93	01	363386	543	TWISTED TWIG LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I		01	363397	546	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363387	547	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363396	550	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363388	551	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363389	555	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363395	558	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363390	559	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363394	562	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363391	563	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363393	566	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363392	567	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363366	570	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363371	571	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I		01	363367	574	TWISTED TWIG LN	Developed	Single-Family	0.168	0.168	0.000	0.168	$1,273.45	$0.00	$1,273.45
I	77	01	363370	575	TWISTED TWIG LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
I		01	363368	578	TWISTED TWIG LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
I		01	363369	579	TWISTED TWIG LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
I		01	363457	-	WOODGRAIN AVE	Exempt	ROW	0.010	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363459	-	WOODGRAIN AVE	Exempt	ROW	0.907	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363458	-	WOODGRAIN AVE	Exempt	ROW	0.005	0.000	0.000	0.000	$0.00	$0.00	$0.00
I	159	01	363426	461	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I	181	01	363448	462	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I	160	01	363427	465	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I	180	01	363447	466	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I	161	01	363428	469	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I		01	363446	470	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I	162	01	363429	473	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I		01	363445	474	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I		01	363430	477	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I		01	363444	480	WOODGRAIN AVE	Developed	Single-Family	0.096	0.096	0.000	0.096	$1,273.45	$0.00	$1,273.45
I	164	01	363431	481	WOODGRAIN AVE	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I	176	01	363443	484	WOODGRAIN AVE	Developed	Single-Family	0.100	0.100	0.000	0.100	$1,273.45	$0.00	$1,273.45
I		01	363432	485	WOODGRAIN AVE	Developed	Single-Family	0.100	0.100	0.000	0.100	$1,273.45	$0.00	$1,273.45
I	175	01	363442	488	WOODGRAIN AVE	Developed	Single-Family	0.998	0.998	0.000	0.998	$1,273.45	$0.00	$1,273.45
I	166	01	363433	489	WOODGRAIN AVE	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363441	492	WOODGRAIN AVE	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363434	493	WOODGRAIN AVE	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363536	-	WOOD WALK AVE	Exempt	ROW	0.583	0.000	0.000	0.000	$0.00	$0.00	$0.00
I	138	01	363488	100	WOOD WALK AVE	Undeveloped	Single-Family	0.106	0.000	0.106	0.106	$0.00	$270.44	$270.44
I	218	01	363528	103	WOOD WALK AVE	Undeveloped	Single-Family	0.110	0.000	0.110	0.110	$0.00	$281.53	$281.53
I	137	01	363487	104	WOOD WALK AVE	Undeveloped	Single-Family	0.106	0.000	0.106	0.106	$0.00	$270.44	$270.44
I	219	01	363529	107	WOOD WALK AVE	Undeveloped	Single-Family	0.109	0.000	0.109	0.109	$0.00	$279.65	$279.65
I	136	01	363486	108	WOOD WALK AVE	Undeveloped	Single-Family	0.106	0.000	0.106	0.106	$0.00	$270.44	$270.44
I	194	01	363506	119	WOOD WALK AVE	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$252.78	$252.78
I	125	01	363475	120	WOOD WALK AVE	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$252.14	$252.14
I	195	01	363507	123	WOOD WALK AVE	Undeveloped	Single-Family	0.100	0.000	0.100	0.100	$0.00	$256.30	$256.30
I	124	01	363474	124	WOOD WALK AVE	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$252.14	$252.14
I	196	01	363508	127	WOOD WALK AVE	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$252.78	$252.78
I	123	01	363473	128	WOOD WALK AVE	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$252.14	$252.14
I	197	01	363509	131	WOOD WALK AVE	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$252.78	$252.78
I	122	01	363472	132	WOOD WALK AVE	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$252.14	$252.14
I		01	363435	139	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363406	140	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363436	143	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363405	144	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I	170	01	363437	147	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363404	148	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363438	151	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363403	152	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363439	155	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363402	156	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363440	159	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I		01	363401	160	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I	107	01	363400	164	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
I		01	363399	168	WOOD WALK AVE	Developed	Single-Family	0.099	0.099	0.000	0.099	$1,273.45	$0.00	$1,273.45
I	91	01	363384	180	WOOD WALK AVE	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	90	01	363383	184	WOOD WALK AVE	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	89	01	363382	188	WOOD WALK AVE	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
I		01	363452	-	HOOT OWL LN	Exempt	ROW	16.311	0.000	0.000	0.000	$0.00	$0.00	$0.00
I	28	01	363341	605	HOOT OWL LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	27	01	363340	609	HOOT OWL LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	26	01	363339	613	HOOT OWL LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	25	01	363338	617	HOOT OWL LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	24	01	363337	621	HOOT OWL LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	23	01	363336	625	HOOT OWL LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$307.99	$307.99
I	22	01	363335	629	HOOT OWL LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
I	21	01	363334	633	HOOT OWL LN	Developed	Single-Family	0.121	0.121	0.000	0.121	$1,273.45	$0.00	$1,273.45
I	20	01	363333	637	HOOT OWL LN	Developed	Single-Family	0.122	0.122	0.000	0.122	$1,273.45	$0.00	$1,273.45
I	19	01	363332	641	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	18	01	363331	645	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	88	01	363381	648	HOOT OWL LN	Developed	Single-Family	0.128	0.128	0.000	0.128	$1,273.45	$0.00	$1,273.45
I	17	01	363330	649	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	87	01	363380	652	HOOT OWL LN	Developed	Single-Family	0.128	0.128	0.000	0.128	$1,273.45	$0.00	$1,273.45
I	16	01	363329	653	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	15	01	363328	657	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	86	01	363379	660	HOOT OWL LN	Developed	Single-Family	0.128	0.128	0.000	0.128	$1,273.45	$0.00	$1,273.45
I	14	01	363327	661	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	85	01	363378	664	HOOT OWL LN	Developed	Single-Family	0.128	0.128	0.000	0.128	$1,273.45	$0.00	$1,273.45
I	13	01	363326	665	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	84	01	363377	668	HOOT OWL LN	Developed	Single-Family	0.129	0.129	0.000	0.129	$1,273.45	$0.00	$1,273.45
I	12	01	363325	669	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	83	01	363376	672	HOOT OWL LN	Developed	Single-Family	0.128	0.128	0.000	0.128	$1,273.45	$0.00	$1,273.45
I	11	01	363324	673	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	10	01	363323	677	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	82	01	363375	680	HOOT OWL LN	Developed	Single-Family	0.128	0.128	0.000	0.128	$1,273.45	$0.00	$1,273.45
I	9	01	363322	681	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I		01	363374	684	HOOT OWL LN	Developed	Single-Family	0.126	0.126	0.000	0.126	$1,273.45	$0.00	$1,273.45
I	8	01	363321	685	HOOT OWL LN	Developed	Single-Family	0.124	0.124	0.000	0.124	$1,273.45	$0.00	$1,273.45
I		01	363373	688	HOOT OWL LN	Developed	Single-Family	0.124	0.124	0.000	0.124	$1,273.45	$0.00	$1,273.45
I		01	363320	689	HOOT OWL LN	Developed	Single-Family	0.124	0.124	0.000	0.124	$1,273.45	$0.00	$1,273.45
I		01	363372	692	HOOT OWL LN	Developed	Single-Family	0.124	0.124	0.000	0.124	$1,273.45	$0.00	$1,273.45
I		01	363319	693	HOOT OWL LN	Developed	Single-Family	0.124	0.124	0.000	0.124	$1,273.45	$0.00	$1,273.45
I		01	363449	-	LONG BRANCH LN	Exempt	ROW	1.225	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363531	-	LONG BRANCH LN	Exempt	ROW	3.428	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363533	-	LONG BRANCH LN	Exempt	ROW	0.490	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363532	-	LONG BRANCH LN	Exempt	ROW	0.615	0.000	0.000	0.000	$0.00	$0.00	$0.00
I	210	01	363520	205	LONG BRANCH LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$308.05	$308.05
I	211	01	363521	209	LONG BRANCH LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$308.05	$308.05
I	211	01	363522	213	LONG BRANCH LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$308.05	$308.05
I	213	01	363523	217	LONG BRANCH LN	Undeveloped	Single-Family	0.121	0.000	0.121	0.121	$0.00	$308.05	$308.05
I	214	01	363524	221	LONG BRANCH LN	Undeveloped	Single-Family	0.122	0.000	0.122	0.122	$0.00	$311.69	$311.69
I	215	01	363525	225	LONG BRANCH LN	Undeveloped	Single-Family	0.130	0.000	0.130	0.130	$0.00	$331.76	$331.76
I	216	01	363526	229	LONG BRANCH LN	Undeveloped	Single-Family	0.130	0.000	0.130	0.130	$0.00	$331.76	$331.76
I	217	01	363527	233	LONG BRANCH LN	Undeveloped	Single-Family	0.128	0.000	0.128	0.128	$0.00	$325.95	$325.95
I	139	01	363489	237	LONG BRANCH LN	Undeveloped	Single-Family	0.130	0.000	0.130	0.130	$0.00	$331.23	$331.23
I	140	01	363490	241	LONG BRANCH LN	Undeveloped	Single-Family	0.124	0.000	0.124	0.124	$0.00	$317.62	$317.62
I	141	01	363491	245	LONG BRANCH LN	Undeveloped	Single-Family	0.163	0.000	0.163	0.163	$0.00	$416.61	$416.61
I	142	01	363492	249	LONG BRANCH LN	Undeveloped	Single-Family	0.101	0.000	0.101	0.101	$0.00	$258.18	$258.18
I	143	01	363493	253	LONG BRANCH LN	Undeveloped	Single-Family	0.101	0.000	0.101	0.101	$0.00	$258.18	$258.18
I	144	01	363494	257	LONG BRANCH LN	Undeveloped	Single-Family	0.101	0.000	0.101	0.101	$0.00	$258.18	$258.18
I	145	01	363495	261	LONG BRANCH LN	Undeveloped	Single-Family	0.101	0.000	0.101	0.101	$0.00	$258.18	$258.18
I	127	01	363477	269	LONG BRANCH LN	Undeveloped	Single-Family	0.097	0.000	0.097	0.097	$0.00	$248.20	$248.20
I	128	01	363478	273	LONG BRANCH LN	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$253.72	$253.72
I	61	01	363464	274	LONG BRANCH LN	Undeveloped	Single-Family	0.098	0.000	0.098	0.098	$0.00	$251.25	$251.25
I	129	01	363479	277	LONG BRANCH LN	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$253.72	$253.72
I	62	01	363465	278	LONG BRANCH LN	Undeveloped	Single-Family	0.098	0.000	0.098	0.098	$0.00	$251.25	$251.25
I	130	01	363480	281	LONG BRANCH LN	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$253.72	$253.72
I	63	01	363466	282	LONG BRANCH LN	Undeveloped	Single-Family	0.098	0.000	0.098	0.098	$0.00	$251.25	$251.25
I	131	01	363481	285	LONG BRANCH LN	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$253.72	$253.72
I	64	01	363467	286	LONG BRANCH LN	Undeveloped	Single-Family	0.098	0.000	0.098	0.098	$0.00	$251.25	$251.25
I	132	01	363482	289	LONG BRANCH LN	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$253.72	$253.72
I	65	01	363468	290	LONG BRANCH LN	Undeveloped	Single-Family	0.098	0.000	0.098	0.098	$0.00	$251.25	$251.25
I	133	01	363483	293	LONG BRANCH LN	Undeveloped	Single-Family	0.099	0.000	0.099	0.099	$0.00	$253.72	$253.72

Neighborhood	Lot Number	District	Account Number	Street Number	Street Name	Property Classification	Land Use Class	26-27 SDAT Acreage/SF	Developed Acreage	Undeveloped Acreage	Taxable Net Land Area	Assigned Special Tax - Developed	Maximum Special Tax - Undeveloped	Special Tax to be Levied
I	66	01	363469	294	LONG BRANCH LN	Undeveloped	Single-Family	0.098	0.000	0.098	0.098	$0.00	$251.25	$251.25
I	67	01	363470	298	LONG BRANCH LN	Undeveloped	Single-Family	0.098	0.000	0.098	0.098	$0.00	$251.25	$251.25
I		01	363407	301	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363361	304	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363408	305	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363362	308	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I	116	01	363409	309	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363363	312	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363410	313	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363364	316	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I	118	01	363411	317	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363365	320	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363412	321	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I		01	363413	325	LONG BRANCH LN	Developed	Single-Family	0.098	0.098	0.000	0.098	$1,273.45	$0.00	$1,273.45
I	5	01	363318	345	LONG BRANCH LN	Developed	Single-Family	0.133	0.133	0.000	0.133	$1,273.45	$0.00	$1,273.45
I	4	01	363317	349	LONG BRANCH LN	Developed	Single-Family	0.133	0.133	0.000	0.133	$1,273.45	$0.00	$1,273.45
I	3	01	363316	353	LONG BRANCH LN	Developed	Single-Family	0.133	0.133	0.000	0.133	$1,273.45	$0.00	$1,273.45
I	2	01	363315	357	LONG BRANCH LN	Undeveloped	Single-Family	0.133	0.000	0.133	0.133	$0.00	$339.94	$339.94
I	1	01	363314	361	LONG BRANCH LN	Undeveloped	Single-Family	0.133	0.000	0.133	0.133	$0.00	$339.94	$339.94
I		01	363450	380	LONG BRANCH LN	Undeveloped	Single-Family	5.421	0.000	5.421	5.421	$0.00	$13,856.43	$13,856.43
I		01	363534	-	PINE HURST ST	Exempt	ROW	0.610	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363537	-	PINE HURST ST	Exempt	ROW	0.450	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363535	-	PINE HURST ST	Exempt	ROW	0.640	0.000	0.000	0.000	$0.00	$0.00	$0.00
I		01	363538	-	PINE HURST ST	Exempt	ROW	48378.000	0.000	0.000	0.000	$0.00	$0.00	$0.00
I	206	01	363518	404	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	185	01	363497	405	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	205	01	363517	408	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	186	01	363498	409	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	204	01	363516	412	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	187	01	363499	413	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	203	01	363515	416	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	188	01	363500	417	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	201	01	363514	420	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	189	01	363501	421	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	201	01	363513	424	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	190	01	363502	425	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	200	01	363512	428	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	191	01	363503	429	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	199	01	363511	432	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	192	01	363504	433	PINEHURST ST	Undeveloped	Single-Family	0.096	0.000	0.096	0.096	$0.00	$246.44	$246.44
I	59	01	363462	453	PINEHURST ST	Undeveloped	Single-Family	0.100	0.000	0.100	0.100	$0.00	$254.95	$254.95
									50.767	**237.547**	**288.31**	**$592,838.54**	**$607,161.89**	**$1,200,000.431**

COUNCIL OF THE TOWN OF LA PLATA
Ordinance No. 26-09

Introduced By: **Mayor Jeannine E. James, by request**

Date Introduced: **April 28, 2026**

Town Council Public Hearing: **April 28, 2026**

Amendments Adopted:

Date Adopted:

Date Effective:

AN ORDINANCE concerning

Chapter 191 – Zoning Ordinance for the Town of La Plata, Maryland

FOR the purpose of amending the Zoning Ordinance to comprehensively update the Town Zoning Ordinance, requiring the demonstration of adequate public infrastructure capacity prior to development approval; and all matters generally relating thereto.

BY repealing and reenacting with amendments
Chapter 191
Article II, Section 191-13
Code of the Town of La Plata (1998 Edition and Supplements)

BY adding
Chapter 191
Article X, Sections 191-86 through 191-97
Code of the Town of La Plata (1998 Edition and Supplements)

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that Chapter 191of the Code of the Town of La Plata (1998 Edition as amended), be and is hereby amended to read as follows:

Chapter 191 – Zoning

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Article II – Plan Review and Submittal Requirements

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§ 191-13. - Expiration.

A. Minor site plan approval shall expire ((one (1) year)) FIVE (5) YEARS after the date of such approvals unless a building permit ((or an occupancy permit)) has been ((submitted)) ISSUED AND ACTIVE CONSTRUCTION HAS BEGUN FOR THE PROJECT. If a minor site plan is submitted as an amendment to a major site plan the amendment will be governed by the major site plan's expiration. A single one (1) year extension may be given by the Chief Executive Officer upon written request by the applicant to be made within thirty (30) days before the expiration of the MINOR site plan. The Chief Executive Officer shall act on the request within thirty (30) days of receipt of the request. AMENDED AND ADDITIONAL CONDITIONS OF APPROVAL FOR THE MINOR SITE PLAN ARE AUTHORIZED WITH THE APPROVAL OF ANY TIME EXTENSION REQUEST.

B. Major site plan approval shall expire ((two (2))) FIVE (5) years after the date of Planning Commission approval unless A building permit((s have)) HAS been ((obtained)) ISSUED AND ACTIVE CONSTRUCTION HAS BEGUN FOR THE PROJECT ((for construction in accordance therewith)). A single one (1) year extension may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the MAJOR site plan. AMENDED AND ADDITIONAL CONDITIONS OF APPROVAL ARE AUTHORIZED WITH THE APPROVAL OF ANY TIME EXTENSION REQUEST FOR A MAJOR SITE PLAN. The Chief Executive Officer shall bring the request before the Planning Commission on the next available meeting date.

C. Approval of the Master Site Development Plan shall expire after five (5) years after the date of town council approval unless a permit, preliminary subdivision, or site plan has been submitted for review. After such time the MSDP will be null and void. A total of three (3) two (2) year extensions may be given by the Planning Commission upon written request by the applicant to be made within thirty (30) days before the expiration of the approved Master Site Development Plan.

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ARTICLE X – ADEQUATE PUBLIC FACILITIES REQUIREMENTS

§ 191-86. PURPOSE.

THE PURPOSE OF ADEQUATE PUBLIC FACILITIES REVIEW IS TO:

A. REQUIRE DEVELOPERS TO PROVIDE NEW, ADDITIONAL, OR UPGRADED PUBLIC FACILITIES FOR WATER, SEWAGE, AND SCHOOL SEATING CAPACITY, WHEN NECESSARY, TO ENSURE THE TOWN'S ABILITY TO PROVIDE ADEQUATE PUBLIC

FACILITY LEVELS TO SERVE NEW DEVELOPMENTS WITHOUT IMPACTING THE EXISTING COMMUNITY.

B. ENSURE THAT ALL PROPOSED DEVELOPMENT WILL NOT ADVERSELY AFFECT THE PUBLIC'S HEALTH, SAFETY AND WELFARE; AND,

C. ENCOURAGE NEW DEVELOPMENT TO OCCUR IN AREAS OF THE TOWN WHERE PUBLIC FACILITIES ARE BEING PROVIDED.

§ 191-87. - ADEQUATE PUBLIC FACILITIES REQUIRED.

A. UNLESS STATED OTHERWISE WITHIN THIS ORDINANCE, NO PRELIMINARY PLAT MAPS OR SITE PLANS SHALL BE APPROVED BY THE TOWN UNLESS IT CAN BE DEMONSTRATED THAT THE DEVELOPMENT WILL NOT IMPACT THE ADEQUACY OF THE TOWN'S PUBLIC FACILITIES TO PROVIDE ADEQUATE WATER, SEWAGE, AND SCHOOL SEATING CAPACITY TO SERVE THE DEVELOPMENT, AS SPECIFIED IN THIS ORDINANCE.

B. THIS ORDINANCE DOES NOT APPLY TO MINOR RESIDENTIAL SUBDIVISIONS, MINOR SITE PLANS AND NON-RESIDENTIAL DEVELOPMENTS CONTAINING LESS THAN 1,200 SQUARE FEET OF GROSS FLOOR AREA UNLESS DETERMINED NECESSARY BY THE PLANNING DIRECTOR DUE TO UNIQUE OR UNUSUAL CIRCUMSTANCES ASSOCIATED WITH THE DEVELOPMENT AND/OR THE SURROUNDING ENVIRONS OF THE DEVELOPMENT.

C. UNLESS EXEMPTED WITHIN THIS ORDINANCE, ALL PRELIMINARY PLAT MAPS AND SITE PLANS SUBMITTED TO THE TOWN FOR APPROVAL SHALL BE ACCOMPANIED BY AN ADEQUATE PUBLIC FACILITIES STUDY (APFS) PURSUANT TO SECTION 191-93.

§191-88. - ROADS.

(RESERVED)

§191-89. - SCHOOLS.

SECTIONS:

SCHOOL SEAT ALLOCATION POLICY – SEE SECTION 173-92.

§191-90. - SEWAGE SYSTEM.

A. PURSUANT TO TITLE 9 OF THE ANNOTATED CODE OF MARYLAND, NEW DEVELOPMENT CAN ONLY BE APPROVED IF THERE ARE ADEQUATE WASTEWATER SYSTEMS AND SUPPORTING INFRASTRUCTURE. THEREFORE, NO SITE PLAN OR SUBDIVISION PLAT SHALL BE APPROVED FOR ANY NEW OR EXPANDED DEVELOPMENT IN LA PLATA UNLESS THE TOWN'S WASTEWATER TREATMENT PLANT AND INFRASTRUCTURE HAS OR WILL HAVE SUFFICIENT CAPACITY TO SUPPORT NEW DEVELOPMENT PRIOR TO ITS COMMENCEMENT. IT IS THE INTENT OF THIS CHAPTER TO ENSURE THAT SEWER INFRASTRUCTURE CAPACITY SERVING EXISTING RESIDENTIAL AND NON-RESIDENTIAL USERS ARE NOT ADVERSELY AFFECTED BY THE SEWAGE CAPACITY AND INFRASTRUCTURE NEEDS FROM NEW DEVELOPMENT.

B. STANDARD FOR ADEQUACY. THE TOWN'S SEWAGE SYSTEM SHALL BE CONSIDERED INADEQUATE AND THE DEVELOPMENT DEEMED TO CREATE AN ADVERSE IMPACT ON THE TOWN'S WASTEWATER TREATMENT PLANT AND ITS INFRASTRUCTURE WHEN A DEVELOPMENT CAUSES IT TO OPERATE AT OR ABOVE EIGHTY PERCENT (80%) OF THE PLANT'S MAXIMUM CAPACITY. THIS LIMITATION IS TO ENSURE THE TOWN MAINTAINS SUFFICIENT RESERVE CAPACITY TO ACCOUNT FOR SYSTEM INEFFICIENCIES AND SHORT-TERM SPIKES IN TREATMENT DEMAND. EIGHTY PERCENT (80%) OF SEWAGE CAPACITY SHALL BE DETERMINED BY MULTIPLYING THE TOWN'S TREATMENT PLANT'S DESIGN FLOW (MGD) BY 0.80, THEN COMPARING THAT VALUE TO THE FACILITY'S AVERAGE DAILY WASTEWATER FLOW. IF THIS STANDARD IS EXCEEDED, THE PROJECT SHALL NOT BE APPROVED UNLESS ADEQUATE MITIGATION IS PROVIDED IN ACCORDANCE WITH §191-94 (MITIGATION).

C. THE TOWN OF LA PLATA SHALL PUBLISH ON ITS WEBSITE EVERY SIX (6) MONTHS A SEWAGE CAPACITY REPORT IDENTIFYING THE TOWN'S CURRENT WASTEWATER TREATMENT PLANT CAPACITY LEVEL AND ITS REMAINING AVAILABILITY TO SERVE NEW DEVELOPMENT. THE MOST CURRENT WASTEWATER CAPACITY REPORT SHALL BE USED AS THE AUTHORITATIVE REFERENCE SOURCE FOR DETERMINING A DEVELOPMENT'S IMPACT ON THE TOWN'S WASTEWATER CAPACITY LIMIT AS PART OF ANY ADEQUATE PUBLIC FACILITIES STUDY SUBMITTED TO THE TOWN.

§191-91. - WATER SUPPLY SYSTEM.

A. PURSUANT TO TITLE 9 OF THE ANNOTATED CODE OF MARYLAND, NEW DEVELOPMENT CAN ONLY BE APPROVED IF THERE IS AN ADEQUATE WATER SUPPLY AND INFRASTRUCTURE TO SUPPORT IT. THEREFORE, NO PRELIMINARY PLAT MAP OR SITE PLAN FOR ANY NEW OR EXPANDED DEVELOPMENT REQUIRING WATER ALLOCATION FROM THE TOWN OF LA PLATA SHALL BE APPROVED UNLESS THERE IS OR WILL BE SUFFICIENT WATER SUPPLY TO SUPPORT THE DEVELOPMENT

PRIOR TO ITS COMMENCEMENT. IT IS THE INTENT OF THIS CHAPTER THAT WATER SUPPLIES SERVING EXISTING RESIDENTIAL AND NON-RESIDENTIAL USERS ARE NOT ADVERSELY AFFECTED BY THE WATER USAGE FROM NEW DEVELOPMENT.

B. STANDARD FOR ADEQUACY. THE TOWN'S WATER SUPPLY SYSTEM IS CONSIDERED INADEQUATE AND A PROPOSED DEVELOPMENT IS CONSIDERED TO HAVE AN ADVERSE IMPACT ON THE TOWN'S ABILITY TO PROVIDE SUFFICIENT WATER WHEN THE PROJECTED WATER DEMAND FROM NEW DEVELOPMENT WILL CAUSE THE TOWN TO REACH OR EXCEED EIGHTY PERCENT (80%) OF ITS MAXIMUM WATER APPROPRIATION PERMIT FOR ANNUAL AVERAGE DAILY WITHDRAWAL, AS ISSUED BY THE MARYLAND DEPARTMENT OF THE ENVIRONMENT. THE 80% THRESHOLD IS INTENDED TO ENSURE THE TOWN MAINTAINS SUFFICIENT RESERVE CAPACITY TO ACCOUNT FOR WATER LOSS, SYSTEM INEFFICIENCIES, AND SHORT-TERM SPIKES IN WATER USAGE. EIGHTY PERCENT (80%) OF THE TOWN'S WATER ALLOCATION IS CALCULATED BY MULTIPLYING THE PERMITTED ANNUAL AVERAGE DAILY WITHDRAWAL LIMIT BY 0.80 AND COMPARING THAT VALUE TO THE TOWN'S ACTUAL ANNUAL AVERAGE DAILY WATER USE. IF THE PROJECTED DEMAND FROM A DEVELOPMENT CAUSES THIS THRESHOLD TO BE EXCEEDED, THE DEVELOPMENT MAY NOT BE APPROVED UNLESS ADEQUATE MITIGATION IS PROVIDED IN ACCORDANCE WITH §191-94 (MITIGATION).

C. THE TOWN OF LA PLATA SHALL PUBLISH ON ITS WEBSITE EVERY SIX (6) MONTHS A WATER CAPACITY REPORT OF THE TOWN'S WATER ALLOCATION USAGE FOR DETERMINING THE REMAINING WATER AVAILABILITY TO SERVE NEW DEVELOPMENT AGAINST ITS MAXIMUM WATER APPROPRIATIONS PERMIT LIMIT FOR AVERAGE DAILY WITHDRAWAL. THE MOST CURRENT WATER CAPACITY REPORT SHALL BE USED AS THE AUTHORITATIVE REFERENCE SOURCE FOR DETERMINING A DEVELOPMENT'S IMPACT ON THE TOWN'S WATER SUPPLY AS PART OF ANY ADEQUATE PUBLIC FACILITIES STUDY SUBMITTED TO THE TOWN.

§ 191-92. - WATER, SEWAGE, AND SCHOOL CAPACITY ALLOCATIONS.

A. WATER AND SEWER CAPACITY ALLOCATION SHALL BE GUARANTEED TO ANY APPROVED PRELIMINARY PLAT MAP OR SITE PLAN REQUIRING SUCH ALLOCATION FOR A PERIOD OF SIX (6) YEARS AFTER ITS ORIGINAL APPROVAL BY THE TOWN. FAILURE, FOR ANY REASON, TO OBTAIN A BUILDING PERMIT WITHIN SIX (6) YEARS TO BEGIN CONSTRUCTION FOR A NEW BUILDING(S) UNDER AN APPROVED SITE PLAN OR PRELIMINARY PLAT MAP OR FOR A NEW DEVELOPMENT SHALL RENDER THE WATER AND SEWER ALLOCATION NULL AND VOID.

B. FOR PRELIMINARY PLAT MAPS AND SITE PLANS THAT HAVE BEEN PREVIOUSLY APPROVED WITHOUT WATER AND SEWER ALLOCATIONS PRIOR TO THE ADOPTION OF THIS ORDINANCE, WATER AND SEWER ALLOCATIONS SHALL BE BASED ON THE FOLLOWING ALLOCATION METHODOLOGY:

(1) ALL PRELIMINARY PLAT MAPS AND SITE PLANS THAT HAVE BEEN APPROVED AND ARE STILL VALID AS OF THE DATE OF THE ADOPTION OF THIS ORDINANCE SHALL BE EXEMPT FROM SECTION 191-92(A) UNLESS THE APPROVED PRELIMINARY PLAT MAP OR SITE PLAN IS ALLOWED TO EXPIRE FOR ANY REASON. WATER AND SEWER ALLOCATIONS FOR PREVIOUSLY APPROVED AND LEGALLY VALID PRELIMINARY PLAT MAPS AND SITE PLANS SHALL HAVE PRIORITY OVER ANY PRELIMINARY PLAT MAPS AND SITE PLANS NOT APPROVED BY THE TOWN AS OF THE DATE OF THE ADOPTION OF THIS ORDINANCE. WATER AND SEWER ALLOCATIONS FOR UNEXPIRED PRELIMINARY PLAT MAPS AND SITE PLANS UNDER THIS CODE PROVISION SHALL BE ALLOCATED AS FOLLOWS:

(a) EACH YEAR, THE TOWN OF LA PLATA SHALL IDENTIFY THE MAXIMUM WATER AND SEWER CAPACITY ALLOCATIONS TO BE DEVOTED TO PREVIOUSLY APPROVED PRELIMINARY PLAT MAPS AND SITE PLANS THAT ARE VALID.
(b) WATER AND SEWER ALLOCATIONS SHALL BE DISTRIBUTED BY THE TOWN TO EACH PREVIOUSLY APPROVED PRELIMINARY PLAT MAP OR SITE PLAN BEGINNING WITH THE OLDEST TO THE MOST RECENT UNTIL ALL SUCH WATER AND SEWER ALLOCATIONS HAVE BEEN DISTRIBUTED BY THE TOWN OF LA PLATA FOR EACH CALENDAR YEAR.
(c) FAILURE TO BEGIN USING AUTHORIZED WATER AND SEWER ALLOCATIONS WITHIN SIX (6) YEARS SHALL RENDER THE WATER AND SEWER ALLOCATIONS UNDER THIS PROVISION OF THIS ORDINANCE NULL AND VOID.

C. ONCE ALL PREVIOUSLY APPROVED PRELIMINARY PLAT MAPS AND SITE PLANS HAVE RECEIVED THEIR NECESSARY WATER AND SEWER ALLOCATIONS UNDER SECTION 191-92(B), WATER AND SEWER ALLOCATIONS REQUIRED FOR THE APPROVAL OF NEW PRELIMINARY PLAT MAPS AND SITE PLANS MAY BE GRANTED BY THE TOWN AS PROVIDED IN THIS ORDINANCE.

D. SCHOOL CAPACITY ALLOCATIONS SHALL BE GRANTED PURSUANT TO ARTICLE IX (SCHOOL SEAT ALLOCATION POLICY) OF THE LA PLATA MUNICIPAL CODE.

§ 191-93. - ADEQUATE PUBLIC FACILITIES STUDY.

A. AN ADEQUATE PUBLIC FACILITIES STUDY (APFS) SHALL BE PREPARED BY

QUALIFIED, INDEPENDENT, THIRD PARTIES, IN CONFORMANCE WITH THE REQUIREMENTS OF THIS ORDINANCE, AND SUBMITTED AS PART OF ANY PRELIMINARY PLAT MAP OR SITE PLAN SUBMITTAL TO THE TOWN FOR APPROVAL.

B. AN APFS SHALL CONTAIN THE FOLLOWING INFORMATION:

(1) BACKGROUND INFORMATION DESCRIBING THE PROPOSED DEVELOPMENT, ITS LOCATION AND THE MOST CURRENT CONDITIONS OF ALL PUBLIC FACILITIES THAT ARE REGULATED BY THIS ORDINANCE.

(2) ANALYSES AND IDENTIFICATION OF ALL ANTICIPATED PROJECT IMPACTS AND FACILITY NEEDS FOR WATER, SEWER, AND SCHOOL SEATING CAPACITY TO SERVE THE PROPOSED DEVELOPMENT.

(3) AS NECESSARY, A PROPOSED MITIGATION PROGRAM TO ELIMINATE ALL ANTICIPATED ENVIRONMENTAL IMPACTS CAUSED BY THE DEVELOPMENT TO ENABLE THE TOWN TO PROVIDE SUFFICIENT WATER, SEWAGE, AND SCHOOL SEATING CAPACITY TO SERVE THE PROPOSED DEVELOPMENT.

(4) ANY OTHER ADDITIONAL INFORMATION DEEMED NECESSARY BY THE PLANNING DIRECTOR TO ADEQUATELY EVALUATE A PROJECT'S IMPACT(S) ON THE TOWN'S WATER, SEWAGE AND SCHOOL SEATING CAPACITY.

C. AN APFS MUST ADDRESS THE INCREMENTAL AND CUMULATIVE IMPACTS OF A PROJECT THAT IS TO BE DEVELOPED IN PHASES, INCLUDING ALL INCREMENTAL MITIGATION MEASURES.

D. THE PLANNING COMMISSION SHALL REVIEW THE APFS AND OTHER INFORMATION SUBMITTED BY THE PROJECT DEVELOPER TO DETERMINE IF THE LEVEL OF PUBLIC INFRASTRUCTURE EXISTS OR WILL EXIST TO MEET THE STANDARDS OF THIS ORDINANCE AND WHETHER THE APPROVAL OF THE PROPOSED DEVELOPMENT WILL BE IN THE PUBLIC INTEREST.

E. THE PROJECT APPLICANT SHALL PAY ALL THE COSTS ASSOCIATED WITH THE TOWN'S REVIEW OF AN APFS IN ADDITION TO ALL OTHER APPLICABLE DEVELOPMENT FEES IN THE TOWN'S CURRENT FEE SCHEDULE.

§ 191-94. - MITIGATION.

CREATIVE DEVELOPMENT DESIGN MEASURES ARE ENCOURAGED WITHIN EACH NEW DEVELOPMENT TO REDUCE OR ELIMINATE IMPACTS TO THE TOWN'S WATER, SEWAGE AND SCHOOL SEATING CAPACITY LIMITS WHENEVER POSSIBLE. HOWEVER, IF THE PLANNING COMMISSION DETERMINES THAT ONE OR MORE PUBLIC FACILITIES ASSOCIATED WITH WATER, SEWAGE, OR SCHOOL SEATING CAPACITY ARE NOT ADEQUATE, THE PLANNING COMMISSION SHALL DENY THE PROJECT OR REQUIRE SUFFICIENT DEVELOPMENT MITIGATION MEASURES AS FOLLOWS:

A. MITIGATION BY THE PROJECT DEVELOPER IS REQUIRED TO AVOID EXCEEDING WATER, SEWER, AND SCHOOL SEATING CAPACITY LIMITS TO ENABLE THE TOWN TO PROVIDE SUFFICIENT PUBLIC FACILITATES TO SUPPORT THE DEVELOPER'S PROJECT AND COMPLY WITH ALL APPLICABLE PROVISIONS OF THE TOWN'S MUNICIPAL CODE AND MARYLAND DEPARTMENT OF THE ENVIRONMENT PERMITTING REQUIREMENTS, CONDITIONS, AND REGULATIONS PLACED UPON THE TOWN. IF THE MITIGATION MEASURES ARE CONSIDERED INFEASIBLE TO IMPLEMENT FOR A NEW DEVELOPMENT, THE TOWN MAY ACCEPT AN IN-LIEU FEE EQUAL TO THE DEVELOPER'S PRO-RATA SHARE OF THE TOTAL ESTIMATED COST OF THEIR REQUIRED MITIGATION MEASURES FOR THEIR PROJECT, AS DETERMINED BY THE CHIEF EXECUTIVE OFFICER OF THE TOWN.

B. IF ONE OR MORE MITIGATION MEASURES ARE REQUIRED FOR AN APPROVED DEVELOPMENT TO COMPLY WITH THIS ORDINANCE AND THOSE MITIGATION MEASURES WILL BE FULLY COMPLETED THROUGH A TOWN, COUNTY OR STATE APPROVED CAPITAL IMPROVEMENT PROJECT BEFORE ALL TOWN ISSUED DEVELOPMENT PERMITS ARE FINALIZED, THE TOWN SHALL CONSIDER THE REQUIRED DEVELOPMENT MITIGATION MEASURES NECESSARY TO COMPLY WITH THIS ORDINANCE SATISFIED. HOWEVER, IF A TOWN, COUNTY OR STATE APPROVED CAPITAL IMPROVEMENT PROJECT DOES NOT FULLY SATISFY ALL MITIGATION MEASURES REQUIRED FOR AN APPROVED DEVELOPMENT TO COMPLY WITH THIS ORDINANCE, THE DEVELOPER SHALL BE RESPONSIBLE FOR COMPLETING THEIR PRO-RATA SHARE OF THE REMAINING MITIGATION MEASURES. OTHERWISE, THE DEVELOPER SHALL PROVIDE THE TOWN AN IN-LIEU FEE EQUAL TO THEIR PRO-RATA SHARE OF THE TOTAL ESTIMATED COST FOR THE REMAINING MITIGATION MEASURES REQUIRED FOR THEIR PROJECT DEVELOPMENT, AS DETERMINED BY THE CHIEF EXECUTIVE OFFICER OF THE TOWN.

C. THE PLANNING COMMISSION SHALL REVIEW AND HAVE FINAL APPROVAL OF THE PROPOSED MITIGATION PROGRAM FOR A PROPOSED SUBDIVISION OR SITE PLAN. A MITIGATION PROGRAM SHALL INCLUDE THE TYPE(S) OF MITIGATION, THE METHODS OF MITIGATION AND TIME SCHEDULES, INCLUDING PROJECT PHASING, IF APPLICABLE, FOR THE SUCCESSFUL IMPLEMENTATION OF THE MITIGATION PROGRAM.

D. A MITIGATION PROGRAM SHALL BE CONTAINED IN A LEGALLY BINDING

ADEQUATE PUBLIC FACILITIES AGREEMENT BETWEEN THE PROJECT DEVELOPER AND THE TOWN OF LA PLATA, IN A LEGAL FORM APPROVED BY THE TOWN ATTORNEY.

E. A MITIGATION PROGRAM SHALL RUN WITH THE LAND. THE DEED OR TITLE FOR A PROPERTY SHALL CONTAIN REFERENCES TO THE MITIGATION PROGRAM AND BE RECORDED WITH THE CHARLES COUNTY CLERK TO THE SATISFACTION OF THE PLANNING DIRECTOR.

§ 191-95. - BONDING OR SURETY.

A. THE PLANNING COMMISSION SHALL REQUIRE BONDING OR SURETY AS APPROPRIATE TO COVER THE COSTS OF THE FACILITIES AND LANDS NOT UNDER THE PROJECT DEVELOPER'S OWNERSHIP THAT ARE PART OF A MITIGATION PROGRAM.

B. UPON DEFAULT, THE TOWN OF LA PLATA HAS THE AUTHORITY TO REDEEM THE BONDS OR SURETY IN ADDITION TO ANY OTHER REMEDY PROVIDED BY LAW.

§ 191-96. - STANDARDS, CRITERIA AND PROCEDURES FOR ADEQUATE PUBLIC FACILITIES STUDIES.

A. EXCEPT AS MAY BE STATED ELSEWHERE IN THIS ORDINANCE, THE CHARLES COUNTY ADEQUATE PUBLIC FACILITIES IMPLEMENTATION MANUAL MAY BE REFERENCED FOR GUIDANCE TO HELP SUPPORT THE SUCCESSFUL IMPLEMENTATION OF THIS ORDINANCE. IN NO CASE SHALL THE CHARLES COUNTY APFO MANUAL SUPERSEDE ANY REQUIREMENTS OF THIS ORDINANCE.

B. UPON RECOMMENDATION BY THE PLANNING COMMISSION, THE TOWN COUNCIL SHALL CONSIDER APPROVING ANY REVISIONS TO THE ADOPTED STANDARDS, CRITERIA AND PROCEDURES FOR ADEQUATE PUBLIC FACILITIES.

C. THE TOWN OF LA PLATA SHALL BE THE SOLE PROVIDER OF ALL WATER AND SEWER FACILITIES FOR NEW AND EXISTING DEVELOPMENTS IN TOWN. THE TOWN WILL REQUIRE DEVELOPERS TO FUND, CONSTRUCT, AND PROVIDE BONDING FOR ALL NEW OR UPGRADED FACILITIES DEEMED NECESSARY FOR MITIGATION UNDER THIS ORDINANCE. ALL NEW WATER AND SEWER FACILITIES SHALL BE DEDICATED BY THE PROJECT DEVELOPER TO THE TOWN OF LA PLATA, CONSISTENT WITH ALL APPLICABLE PROVISIONS OF THE TOWN'S MUNICIPAL CODE AS DETERMINED BY THE DIRECTOR OF PUBLIC WORKS.

§ 191-97. - EXEMPTIONS TO ADEQUATE PUBLIC FACILITIES REQUIREMENTS

A. THESE PROVISIONS SHALL NOT APPLY TO ANY DEVELOPMENT THAT, AS OF THE EFFECTIVE DATE OF THIS ORDINANCE, SATISFIES ALL OF THE FOLLOWING CRITERIA:

(1) THE PROPERTY WAS SUBJECT TO AN ANNEXATION AGREEMENT EXECUTED ON OR BEFORE DECEMBER 31, 1998, AND RECORDED AMONG THE LAND RECORDS OF CHARLES COUNTY, MARYLAND, REGARDLESS OF ANY AMENDMENTS TO SUCH AGREEMENT OCCURRING AFTER THAT DATE; AND

(2) A PRELIMINARY PLAT MAP OR SITE PLAN FOR THE DEVELOPMENT HAS RECEIVED TOWN APPROVAL AND REMAINS VALID UNDER APPLICABLE LAW.

(3) A DEVELOPMENT THAT SATISFIES BOTH OF THE CRITERIA IN THE ABOVE SECTIONS A(1) AND A(2) AS OF THE EFFECTIVE DATE OF THIS ORDINANCE SHALL BE DEEMED VESTED FOR PURPOSES OF THIS ARTICLE AND SHALL REMAIN EXEMPT FROM THE REQUIREMENTS OF CHAPTER 173, ARTICLE IX (SCHOOL SEAT ALLOCATION POLICY) AND CHAPTER 191, ARTICLE X (ADEQUATE PUBLIC FACILITIES REQUIREMENTS) PROVIDED THAT SUCH DEVELOPMENT PROCEEDS IN ACCORDANCE WITH THE APPROVED PRELIMINARY PLAT MAP OR SITE PLAN AS WELL AS ANY APPLICABLE VESTING OR EXPIRATION PROVISIONS OF THIS CODE.

B. NOTWITHSTANDING THE FOREGOING IN SECTION “A,” ABOVE, ANY SIGNIFICANT MODIFICATION TO AN APPROVED PRELIMINARY PLAT OR SITE PLAN THAT RESULTS IN AN INCREASE IN RESIDENTIAL DENSITY, NON-RESIDENTIAL SQUARE FOOTAGE, OR OVERALL DEVELOPMENT INTENSITY SHALL NOT BE ELIGIBLE FOR THIS EXEMPTION UNLESS SUCH MODIFICATION INDEPENDENTLY SATISFIES THE REQUIREMENTS OF CHAPTER 173, ARTICLE IX (SCHOOL SEAT ALLOCATION POLICY) AND CHAPTER 191, ARTICLE X (ADEQUATE PUBLIC FACILITIES REQUIREMENTS).

SECTION 2: BE IT FURTHER ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that this Ordinance shall become effective 15 days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

EXPLANATION:

- CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
- ((Double Parentheses)) indicate matter deleted from existing law.
- * * indicates existing law not depicted in bill and not being altered by bill
- Underlining indicates amendments to bill.
- Strike-Out indicates matter stricken from bill by amendment or deleted from the law by amendment.

COUNCIL OF THE TOWN OF LA PLATA
Ordinance No. 26-10

Introduced By: **Mayor Jeannine E. James, by request**

Date Introduced: **April 28, 2026**

Town Council Public Hearing: **April 28, 2026**

Amendments Adopted:

Date Adopted:

Date Effective:

AN ORDINANCE concerning

Chapter 173 – Subdivision and Land Development

FOR the purpose of amending Chapter 173, Subdivision and Land Development, redefining the process by which annual school seat allocations are calculated and establishing a formal Development Agreement process; and all matters generally relating thereto.

BY repealing and reenacting with amendments
Chapter 173 – Subdivision and Land Development
Article IV, Section 173-23
Code of the Town of La Plata (1998 Edition and Supplements)

BY repealing
Chapter 173 – Subdivision and Land Development
Article IX, School Seat Allocation Policy
Sections 173-92 through 173-101
Code of the Town of La Plata (1998 Edition and Supplements)

BY adding
Chapter 173 – Subdivision and Land Development
Article IX, School Seat Allocation Policy
Sections 173-92 through 173-102
Code of the Town of La Plata (1998 Edition and Supplements)

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that Chapter 173 the Code of the Town of La Plata (1998 Edition as amended), be and is hereby amended to read as follows:

Chapter 173 – Subdivision and Land Development

***

Article IV – Plan Requirements and Procedures

***

§ 173-23. – Preliminary plat.

A. Purpose. The purpose of the preliminary plat is to require formal conditional approval of the subdivision in order to minimize changes and revisions which might otherwise be necessary on the final plat. The preliminary plat procedure is recommended but not required for minor subdivisions, provided that the final plat submitted contains all the information required for both the preliminary and final plat. The preliminary plat and all information and procedures relating thereto shall in all respects be in compliance with the provisions of these regulations.

B. Procedure.

(1) The applicant shall prepare and submit six (6) copies of the preliminary plat and application, along with the required fees, to the Chief Executive Officer. The Chief Executive Officer shall check the submission for completeness and general compliance with these regulations and other applicable regulations and ordinances. If the submission is not complete or not in general compliance, the Chief Executive Officer shall notify the applicant, in writing, and specify the respects in which it is deficient. If the submission is complete and in general compliance, the Chief Executive Officer shall refer the plat and application to the Town Council, Town Planning Commission and any other official appropriately involved with the improvements on the plat and the provision of these regulations.

(2) At the first regular meeting following receipt of the reviews and comments of the Town Council and any other official appropriately involved with the improvements on the plat and provisions of these regulations, the Planning Commission shall evaluate the preliminary plat relative to these regulations and the reviews and comments received. The same evening or within one (1) month, the Planning Commission shall determine whether the preliminary plat meets the objectives and requirements of these

regulations and shall notify the applicant, in writing, of the decision, the reasons for the decision, required changes and necessary improvement plans sufficient to show the proposed location, type, size, grade, elevation and other significant characteristics of improvements, including those related to improving unsuitable land.

(3) Approval of the preliminary plat shall constitute conditional approval of the subdivision but shall not constitute approval of the final plat. Approval of a preliminary plat shall be valid for not more than ((one (1) year)) FIVE (5) YEARS unless ((an)) A SINGLE ONE (1) YEAR TIME extension is granted by the Planning Commission. AMENDED AND ADDITIONAL CONDITIONS OF APPROVAL MAY BE AUTHORIZED WITH THE APPROVAL OF ANY TIME EXTENSION REQUEST.

C. Drafting standards. The preliminary plat shall be clearly and legibly drawn or reproduced at a scale not less than one (1) inch equals one hundred (100) feet. Dimensions shall be in feet and fractions thereof, and bearings in degrees and minutes. Where any revision is made or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned, and solid lines to show the presently proposed features.

D. Information. The preliminary plat shall show or be accompanied by the following information:
   (1) The name of the subdivision.
   (2) The name and address of the subdivider.
   (3) The name and address of the engineer or surveyor.
   (4) Graphic scale, true and grid North points, and the date of preparation.
   (5) A location map, showing the entire tract and the relationship of the tract to the surrounding area.
   (6) Topography by contours at vertical intervals of not more than five (5) feet.
   (7) Zoning district classification [if there is more than one (1) classification, the dividing lines should be shown] on land to be subdivided and on adjoining lands.

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ARTICLE IX – SCHOOL SEAT ALLOCATION POLICY

§ 173-92. – STATEMENT OF POLICY AND INTENT.

A. RESIDENTIAL GROWTH RATES IN SOUTHERN MARYLAND, CHARLES COUNTY AND THE TOWN OF LA PLATA ARE AMONG THE HIGHEST IN MARYLAND. THE TOWN IS A DESIGNATED GROWTH AREA WITHIN THE COUNTY.

B. THE RATE OF GROWTH IN CHARLES COUNTY AND THE TOWN OF LA PLATA IS OUTPACING THE ABILITY OF THE CHARLES COUNTY BOARD OF EDUCATION AND THE CHARLES COUNTY COMMISSIONERS TO DEVELOP AND FUND THE CONSTRUCTION OF NEW SCHOOLS IN CHARLES COUNTY TO ACCOMMODATE THE GROWING STUDENT POPULATION IN LA PLATA AND THE COUNTY AT LARGE. UNCHECKED GROWTH HAS POTENTIAL TO RESULT IN SCHOOL OVERCROWDING THAT IS CONTRARY TO THE INTERESTS OF STUDENTS ATTENDING THOSE SCHOOLS AND THE PUBLIC AT LARGE.

C. THE TOWN OF LA PLATA HAS NO ROLE IN THE PLANNING, APPROVAL OR FUNDING OF NEW PUBLIC SCHOOLS. THE CONSTRUCTION OF NEW PUBLIC ELEMENTARY SCHOOLS, MIDDLE SCHOOLS AND HIGH SCHOOLS IN CHARLES COUNTY IS THE RESPONSIBILITY OF THE CHARLES COUNTY BOARD OF EDUCATION WITH FUNDING PROVIDED PRIMARILY BY THE CHARLES COUNTY COMMISSIONERS AND THE STATE OF MARYLAND. THE CHARLES COUNTY COMMISSIONERS IMPOSE AN EXCISE TAX TO GENERATE REVENUES FOR NEW SCHOOL CONSTRUCTION. THIS EXCISE TAX IS IMPOSED AND COLLECTED BY THE COUNTY COMMISSIONERS ON NEW DEVELOPMENT THAT TAKES PLACE WITHIN THE TOWN OF LA PLATA AND IN THE REMAINDER OF THE COUNTY.

D. SINCE THE TOWN OF LA PLATA CANNOT CONTROL THE SUPPLY OF SEATS OR SCHOOL CAPACITY AVAILABLE TO ACCOMMODATE THE GROWING STUDENT POPULATION, THE TOWN COUNCIL HAS DETERMINED THAT IT IS IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY AND WELFARE, AND A PROPER EXERCISE OF THE TOWN'S POLICE POWERS, TO RESPONSIBLY REGULATE THE RATE OF DEVELOPMENT IN THE TOWN SO AS TO:

   (1) NOT EXACERBATE SCHOOL OVERCROWDING;

   (2) PROVIDE THE CHARLES COUNTY BOARD OF EDUCATION AND THE CHARLES COUNTY COMMISSIONERS WITH A REASONABLE TIME TO MAKE ADEQUATE SCHOOL CAPACITY AVAILABLE TO MEET THE DEMANDS CREATED BY NEW GROWTH IN THE TOWN OF LA PLATA; AND

   (3) PROVIDE FOR A REASONABLE RATE OF GROWTH WITHIN THE TOWN TO MEET THE TOWN'S FISCAL AND ECONOMIC NEEDS.

E. IT IS THE INTENT OF THIS ARTICLE TO ESTABLISH A METHODOLOGY AND A PROCESS FOR DETERMINING AND ALLOCATING AVAILABLE SCHOOL SEATS IN THE CHARLES COUNTY PUBLIC SCHOOLS AND TO ACCOMPLISH THIS OBJECTIVE BASED UPON HISTORICAL STUDENT GENERATION FROM RESIDENTIAL DEVELOPMENT EXCLUSIVELY WITHIN THE TOWN OF LA PLATA.

§ 173-93 DEFINITIONS.

FOR PURPOSES OF THIS ARTICLE, THE FOLLOWING TERMS SHALL HAVE THE MEANINGS SET FORTH IN THIS SECTION:

ALLOCATABLE SCHOOL CAPACITY – THE DISCRETE AMOUNT OF PUBLIC-SCHOOL CAPACITY AVAILABLE FOR ALLOCATION TO NEW RESIDENTIAL DEVELOPMENT, RESTRICTED TO THE LOWEST POSITIVE NUMBER DERIVED FROM THE AGGREGATE CAPACITY CALCULATION ACROSS THE THREE SPECIFIED SCHOOL LEVELS (ELEMENTARY, MIDDLE, AND HIGH SCHOOL) SERVING THE TOWN OF LA PLATA. IN THE EVENT THAT THE AGGREGATE CAPACITY CALCULATION FOR ANY OF THE THREE SCHOOL LEVELS RESULTS IN ZERO OR A NEGATIVE NUMBER (SHORTAGE), THE ALLOCATABLE SCHOOL CAPACITY FOR THAT SCHOOL ATTENDANCE ZONE SHALL BE DEEMED ZERO.

ALLOCATION POOL OR SUB-POOL—A POOL OR SUB-POOL ESTABLISHED BY THE TOWN COUNCIL PURSUANT TO § 173-95B FOR THE ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY.

AVAILABLE SCHOOL SEAT CAPACITY—THE AMOUNT OF SCHOOL SEAT CAPACITY THAT THE TOWN COUNCIL DETERMINES IS AVAILABLE FOR NEW DEVELOPMENT PURSUANT TO § 173-95.

DWELLING—A STRUCTURE THAT CONTAINS ONE (1) OR MORE DWELLING UNITS.

PRIORITY LIST—A LIST OF PERSONS AWAITING A SCHOOL SEAT ALLOCATION RANKED CHRONOLOGICALLY IN THE ORDER THAT EACH PERSON BECAME ELIGIBLE FOR THE LIST.

SCHOOL SEAT ALLOCATION—AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY FROM AN ALLOCATION POOL OR SUB-POOL PURSUANT TO § 173-98.

STUDENT GENERATION RATE—THE AVERAGE NUMBER OF PUBLIC ELEMENTARY SCHOOL, MIDDLE SCHOOL AND HIGH SCHOOL STUDENTS GENERATED BY A DWELLING UNIT IN EACH DEVELOPMENT AND NEIGHBORHOOD OF THE TOWN OF LA PLATA AS DETERMINED IN ACCORDANCE WITH § 173-94.

§ 173-94 ESTABLISHMENT OF STUDENT GENERATION RATES.

A. THE TOWN COUNCIL SHALL ANNUALLY ADOPT AND UTILIZE THE CURRENT STUDENT YIELD FACTORS ESTABLISHED AND PUBLISHED BY THE CHARLES COUNTY COMMISSIONERS AND THE CHARLES COUNTY BOARD OF EDUCATION. THE STUDENT YIELD FACTORS SHALL BE USED TO DETERMINE THE AVERAGE NUMBER OF PUBLIC ELEMENTARY SCHOOL, MIDDLE SCHOOL, AND HIGH SCHOOL STUDENTS GENERATED BY A DWELLING UNIT FOR EACH TYPE OF RESIDENTIAL DEVELOPMENT.

B. THE CHIEF EXECUTIVE OFFICER SHALL CEASE USING PARTICULARIZED STUDENT GENERATION RATES FOR LOTS IN PROPOSED SUBDIVISIONS OR EXISTING LOTS OF RECORD. THE DETERMINATION OF THE NUMBER OF REQUIRED DEVELOPMENT UNITS SHALL BE MADE BY APPLYING THE STUDENT YIELD FACTORS TO THE SPECIFIC DWELLING UNIT TYPE FOR THE CORRESPONDING SCHOOL LEVEL.

§ 173-95 ESTABLISHMENT OF SCHOOL SEAT ALLOCATION AND ALLOCATION POOLS.

A. THE TOWN COUNCIL ANNUALLY SHALL DETERMINE THE NUMBER OF SCHOOL SEATS THAT THE TOWN WILL MAKE AVAILABLE FOR ALLOCATION FOR NEW RESIDENTIAL DEVELOPMENT IN THE TOWN DURING THE TOWN'S ENSUING FISCAL YEAR. THIS DETERMINATION SHALL BE BASED ON THE ALLOCATABLE SCHOOL CAPACITY ESTABLISHED FOR THE SCHOOL ATTENDANCE ZONES ENCOMPASSING THE TOWN OF LA PLATA. THE TOWN COUNCIL, IN CONJUNCTION WITH CHARLES COUNTY PUBLIC SCHOOLS (CCPS), SHALL ANNUALLY IDENTIFY THE CURRENT PUBLIC ELEMENTARY, MIDDLE, AND HIGH SCHOOLS SERVING THE TOWN OF LA PLATA ATTENDANCE ZONES (THE CATCHMENT SCHOOLS). THE CALCULATIONS REQUIRED BY THIS SECTION SHALL RELY UPON THE ANNUAL CAPACITY DATA PROVIDED BY THE CHARLES COUNTY BOARD OF EDUCATION (BOE) FOR THESE ANNUALLY IDENTIFIED CATCHMENT SCHOOLS.

   THIS CAPACITY DATA SHALL INCLUDE ANY CAPACITY PROVIDED BY CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS THAT ARE SCHEDULED FOR COMPLETION PRIOR OR CONCURRENT TO THE UPCOMING ALLOCATION CYCLE. WHEN CAPACITY IS PROGRAMMED TO EXIST THROUGH AN APPROVED CIP PROJECT, ALLOCATIONS MAY BE GRANTED WITHIN THE EIGHTEEN (18) MONTH PERIOD PRIOR TO THE OPENING OF THE NEW SCHOOL FACILITY.
   CAPACITY OF INDIVIDUAL SCHOOLS SHALL BE DETERMINED BY SUBTRACTING THE ENROLLMENT FROM ONE HUNDRED TEN PERCENT (110%) OF THE STATE RATED CAPACITY. THE ALLOCATABLE SCHOOL CAPACITY FOR NEW RESIDENTIAL DEVELOPMENT SHALL BE RESTRICTED TO THE LOWEST AGGREGATE CAPACITY CALCULATED AMONG THE THREE (3) SCHOOL LEVELS (ELEMENTARY, MIDDLE, AND HIGH SCHOOL) WITHIN THE SPECIFIED SCHOOL ATTENDANCE ZONES. IF CAPACITY AT ANY REQUIRED SCHOOL LEVEL (ELEMENTARY, MIDDLE, OR HIGH) DOES NOT EXIST, ALLOCATIONS SHALL NOT BE GRANTED IN THAT SCHOOL ATTENDANCE ZONE. SCHOOL CAPACITY MUST EXIST AT ALL THREE SCHOOL LEVELS WITHIN THE CURRENT SCHOOL DISTRICT ATTENDANCE BOUNDARIES FOR WHICH THE BOARD OF EDUCATION HAS DETERMINED THE STUDENTS FROM THE PROJECT WILL ATTEND. IN MAKING THIS ANNUAL DETERMINATION, THE COUNCIL SHALL CONSIDER DATA AND RECOMMENDATIONS, IF ANY, FROM THE CHARLES COUNTY BOARD OF EDUCATION AS TO THE NUMBER OF AVAILABLE SCHOOL SEATS IN THE PUBLIC SCHOOL SYSTEM IN THESE SPECIFIC ATTENDANCE ZONES. ALLOCATIONS SHALL ONLY BE REDUCED TO ZERO FOR A SPECIFIC SCHOOL ATTENDANCE ZONE IF THE CHARLES COUNTY BOARD OF EDUCATION HAS OFFICIALLY TRIGGERED A MORATORIUM FOR THAT SPECIFIC ZONE OR SCHOOL DISTRICT DUE TO CAPACITY ISSUES.

B. AFTER THE TOWN COUNCIL HAS DETERMINED THE NUMBER OF SCHOOL SEATS AVAILABLE FOR ALLOCATION IN THE ENSUING FISCAL YEAR, THE COUNCIL, BY RESOLUTION, SHALL DIVIDE THE TOTAL NUMBER OF SEATS AVAILABLE FOR ALLOCATION INTO SUCH REASONABLE POOLS AND SUB-POOLS AS THE COUNCIL

MAY CREATE. THESE POOLS SHALL ATTEMPT TO PROVIDE A REASONABLE APPORTIONMENT OF AVAILABLE SCHOOL SEATS AMONG COMPETING DEVELOPMENT INTERESTS. SUB-POOLS MAY CONSIST OF SPECIFIC SUBDIVISIONS OR PROPOSED SUBDIVISIONS. THE POOLS SHALL INCLUDE, BUT NECESSARILY BE LIMITED TO, THE FOLLOWING:

(1) PROPOSED SUBDIVISIONS CONSISTING OF AT LEAST FIFTY (50) LOTS THAT HAVE RECEIVED PRELIMINARY PLAT APPROVAL AND FOR WHICH APPLICATION HAS BEEN MADE FOR FINAL PLAT APPROVAL;

(2) PROPOSED SUBDIVISIONS CONSISTING OF LESS THAN FIFTY (50) LOTS THAT HAVE RECEIVED PRELIMINARY PLAT APPROVAL AND FOR WHICH APPLICATION HAS BEEN MADE FOR FINAL PLAT APPROVAL;

(3) LOTS IN RECORDED SUBDIVISIONS THAT HAVE FIFTY (50) OR MORE REMAINING VACANT LOTS FOR RESIDENTIAL DEVELOPMENT. THIS POOL SHALL CONTAIN NOT LESS THAN TWENTY PERCENT (20%) OF THE SCHOOL SEAT CAPACITY AVAILABLE FOR ALLOCATION;

(4) OTHER EXISTING RECORDED LOTS AND PARCELS OF LAND THAT COULD BE DEVELOPED FOR RESIDENTIAL USES. THIS POOL SHALL CONTAIN NOT LESS THAN TWENTY PERCENT (20%) OF THE SCHOOL SEAT CAPACITY AVAILABLE FOR ALLOCATION.

C. IN THE FOURTH QUARTER OF EACH FISCAL YEAR, THE TOWN COUNCIL MAY REEVALUATE THE NUMBER OF SCHOOL SEATS REMAINING UNALLOCATED IN EACH POOL AND SUB-POOL. IF THE COUNCIL DETERMINES THAT ALL OF THE SCHOOL SEATS IN ANY POOL OR SUB-POOL ARE NOT LIKELY TO BE ALLOCATED BEFORE JUNE 30 OF THAT YEAR, THE COUNCIL, BY RESOLUTION, MAY REALLOCATE SUCH SCHOOL SEATS INTO ONE (1) OR MORE OTHER POOLS OR SUB-POOLS WHERE A DEMAND FOR SCHOOL SEAT ALLOCATION EXISTS.

D. IF ANY SCHOOL SEATS IN ANY POOL OR SUB-POOL REMAIN UNALLOCATED ON JUNE 30 OF ANY YEAR, THE TOWN COUNCIL, BY RESOLUTION, MAY DIVIDE THE UNALLOCATED SEATS INTO THE POOLS AND SUB-POOLS FOR THE ENSUING FISCAL YEAR IN SUCH MANNER AS THE COUNCIL REASONABLY SHALL DETERMINE.

E. NOT LATER THAN JANUARY OF EACH YEAR, THE CHIEF EXECUTIVE OFFICER SHALL CONSULT WITH THE BOARD OF EDUCATION TO DETERMINE WHETHER ANY CHANGES IN SCHOOL ENROLLMENT DURING THE SCHOOL YEAR HAVE RESULTED IN ADDITIONAL AVAILABLE SCHOOL CAPACITY FOR THAT YEAR. IF THE CHIEF EXECUTIVE OFFICER DETERMINES THAT ADDITIONAL CAPACITY DOES EXIST, THE CHIEF EXECUTIVE OFFICER SHALL SO ADVISE THE TOWN COUNCIL. THE TOWN COUNCIL, BY RESOLUTION, MAY MAKE SUCH ADDITIONS OF SCHOOL SEAT CAPACITY TO THE RESPECTIVE ALLOCATION POOLS OR SUB-POOLS FOR THAT FISCAL YEAR AS THE COUNCIL DETERMINES APPROPRIATE.

§ 173-96 ALLOCATION REQUIRED.

EXCEPT AS PROVIDED IN §§ 173-97 AND 173-98, UNTIL THE TOWN HAS MADE AN ALLOCATION OF SCHOOL SEAT CAPACITY TO A PROPOSED SUBDIVISION, LOT OR PARCEL OF LAND:

A. THE PLANNING COMMISSION MAY NOT APPROVE A FINAL PLAT OF SUBDIVISION FOR A SUBDIVISION OF LAND FOR THE PURPOSE OF RESIDENTIAL DEVELOPMENT; AND

B. THE TOWN MAY NOT APPROVE OR ISSUE A BUILDING PERMIT FOR THE DEVELOPMENT AND CONSTRUCTION OF ANY RESIDENTIAL DWELLING OR DWELLING UNIT ON AN EXISTING LOT OR PARCEL.

§ 173-97 EXEMPTIONS.

THE REQUIREMENTS OF § 173-96 DO NOT APPLY TO:

A. THE APPROVAL OF A FINAL PLAT FOR THE SUBDIVISION OF LAND FOR A DEVELOPMENT IN WHICH DWELLING UNITS WILL BE RESTRICTED TO OCCUPANCY BY PERSONS FIFTY-FIVE (55) YEARS OF AGE AND OLDER;

B. THE DEVELOPMENT AND CONSTRUCTION OF DWELLING UNITS IN A SUBDIVISION WHERE OCCUPANCY OF DWELLING UNITS IS RESTRICTED TO PERSONS FIFTY-FIVE (55) YEARS OF AGE OR OLDER;

C. NURSING HOMES;

D. ASSISTED LIVING FACILITIES;

E. ANY OTHER TYPE OF RESIDENTIAL CONSTRUCTION THAT WILL NOT GENERATE ADDITIONAL SCHOOL AGE POPULATION;

F. THE APPROVAL OF A FINAL PLAT OF SUBDIVISION OF LAND, OR PORTION OF A FINAL PLAT OF SUBDIVISION, FOR A DEVELOPMENT TO THE EXTENT THAT THE DEVELOPER HAS ENTERED INTO AN AGREEMENT WITH THE TOWN AND THE COUNTY COMMISSIONERS OF CHARLES COUNTY BY WHICH:

(1) THE DEVELOPER AGREES, IN ADDITION TO THE PAYMENT OF ANY APPLICABLE SCHOOL EXCISE TAXES AND SCHOOL IMPACT FEES, TO MAKE ONE (1) OR MORE FINANCIAL PAYMENTS TO THE COUNTY COMMISSIONERS IN AN AMOUNT OR AMOUNTS DETERMINED BY THE COUNTY COMMISSIONERS TO BE SUFFICIENT TO ENABLE THE COUNTY COMMISSIONERS TO PROVIDE TO THE TOWN FOR THE EXCLUSIVE BENEFIT OF THE DEVELOPER'S DEVELOPMENT A SUFFICIENT NUMBER OF SPECIAL SCHOOL SEAT ALLOCATIONS FROM THE COUNTY'S ALLOTMENT OF SCHOOL SEAT ALLOCATIONS WHICH, COMBINED WITH SUCH SCHOOL SEAT ALLOCATIONS AS THE DEVELOPER MAY OBTAIN FROM THE TOWN PURSUANT TO THIS ARTICLE IX, WILL BE SUFFICIENT TO ACCOMMODATE THE PROJECTED STUDENT POPULATION FROM THE

SUBDIVISION, OR PORTION OF THE SUBDIVISION, SHOWN ON THE FINAL PLAT, AND

(2) IN EXCHANGE FOR SUCH FINANCIAL PAYMENT FROM THE DEVELOPER, THE COUNTY COMMISSIONERS AGREE TO PROVIDE TO THE TOWN, FOR THE EXCLUSIVE BENEFIT OF THE DEVELOPER'S DEVELOPMENT, AN AGREED NUMBER OF SPECIAL SCHOOL SEAT ALLOCATIONS FROM THE COUNTY'S ALLOTMENT OF SCHOOL SEAT ALLOCATIONS.

WHERE THE DEVELOPER HAS ENTERED INTO SUCH AN AGREEMENT WITH THE TOWN AND THE CHARLES COUNTY COMMISSIONERS, THE TOWN SHALL NOT ISSUE A BUILDING PERMIT FOR ANY LOT SHOWN ON THE APPROVED FINAL PLAT FOR WHICH A SPECIAL SCHOOL SEAT ALLOCATION IS REQUIRED UNTIL THE COUNTY COMMISSIONERS HAVE PROVIDED SUCH SPECIAL SCHOOL SEAT ALLOCATION TO THE TOWN.

§ 173-98 PROCESS FOR ALLOCATION.

A. THIS SECTION REGULATES THE ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY TO PROPOSED LOTS IN SUBDIVISIONS THAT ARE SEEKING FINAL PLAT APPROVAL AND TO EXISTING INDIVIDUAL LOTS OR PARCELS OF LAND.

B. (1) WHEN A REQUEST IS MADE FOR FINAL SUBDIVISION PLAT APPROVAL, THE CHIEF EXECUTIVE OFFICER SHALL DETERMINE THE STUDENT GENERATION RATE BY APPLYING THE STUDENT YIELD FACTORS ADOPTED PURSUANT TO § 173-94A FOR EACH LOT SHOWN ON THE PROPOSED FINAL PLAT AND THEN SHALL MULTIPLY THAT RATE BY THE TOTAL NUMBER OF LOTS ON THE FINAL PLAT TO DETERMINE THE TOTAL NUMBER OF SCHOOL SEATS REQUIRED FOR ALL LOTS SHOWN ON THE PLAT.

(2) IF SUFFICIENT UNALLOCATED SCHOOL SEATS IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL ARE AVAILABLE TO PROVIDE A SCHOOL SEAT ALLOCATION FOR ALL OF THE LOTS DEPICTED ON THE FINAL PLAT, SUBJECT TO THE LIMITATION IN § 173-98F, A SCHOOL SEAT ALLOCATION SHALL BE MADE FOR ALL LOTS AND, PROVIDED THAT THE FINAL PLAT SATISFIES ALL OTHER APPLICABLE REQUIREMENTS, THE PLANNING COMMISSION SHALL APPROVE THE FINAL SUBDIVISION PLAT.

(3) IF SUFFICIENT UNALLOCATED SCHOOL SEATS IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL ARE NOT AVAILABLE TO PROVIDE A SCHOOL SEAT ALLOCATION FOR ANY OF THE LOTS DEPICTED ON THE FINAL PLAT, THE APPLICANT MAY ELECT TO DO ONE (1) OF THE FOLLOWING:

(a) REQUEST THAT APPROVAL OF THE FINAL PLAT BE DEFERRED AND THAT THE ENTIRE FINAL PLAT BE PLACED ON THE APPLICABLE SUBDIVISION PRIORITY LIST FOR ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY AS SUCH CAPACITY BECOMES AVAILABLE;

(b) WITHDRAW THE REQUEST FOR FINAL PLAT APPROVAL.

(4) IF SUFFICIENT UNALLOCATED SCHOOL SEATS IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL ARE AVAILABLE TO PROVIDE A SCHOOL SEAT ALLOCATION FOR SOME, BUT NOT ALL, OF THE LOTS DEPICTED ON THE FINAL PLAT, THE APPLICANT MAY ELECT TO DO ONE (1) OF THE FOLLOWING:

A. [1] ACCEPT A SCHOOL SEAT ALLOCATION FOR AS MANY LOTS AS ALLOCATIONS ARE AVAILABLE FOR THAT PROPOSED SUBDIVISION AND DESIGNATE EACH REMAINING LOT AS NOT BUILDABLE UNTIL A FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY IS MADE FOR THAT LOT. A SCHOOL SEAT ALLOCATION SHALL BE ACCEPTED BY PAYING A SCHOOL SEAT ALLOCATION RESERVATION FEE FOR EACH LOT FOR WHICH AN ALLOCATION IS TO BE MADE. THE AMOUNT OF THE ALLOCATION RESERVATION FEE IS TWENTY PERCENT (20%) OF THE THEN APPLICABLE SCHOOL EXCISE TAX FOR EACH LOT. THE ALLOCATION RESERVATION FEE SHALL BE PAID TO THE TOWN PRIOR TO APPROVAL OF THE FINAL SUBDIVISION PLAT. THE ALLOCATION RESERVATION FEE FOR EACH LOT SHALL BE APPLIED AGAINST THE SCHOOL EXCISE TAX PAYABLE FOR THAT LOT IF A BUILDING PERMIT FOR THAT LOT IS APPLIED FOR AND ISSUED BY THE TOWN WITHIN ONE (1) YEAR AFTER FINAL PLAT APPROVAL. HOWEVER, IF A BUILDING PERMIT IS NOT APPLIED FOR AND ISSUED BY THE TOWN WITHIN ONE (1) YEAR AFTER FINAL PLAT APPROVAL, THE SCHOOL SEAT ALLOCATION AND ALLOCATION RESERVATION FEE FOR THAT LOT ARE FORFEITED AND, FOR PURPOSES OF FUTURE SCHOOL SEAT ALLOCATION, THE LOT SHALL BE TREATED AS AN EXISTING LOT. UPON PAYMENT OF THE ALLOCATION RESERVATION FEE, THE PLANNING COMMISSION MAY APPROVE THE FINAL SUBDIVISION PLAT;

[2] ANY FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY FOR EACH LOT FOR WHICH A SCHOOL SEAT ALLOCATION WAS NOT MADE WHEN THE FINAL PLAT WAS APPROVED, OR FOR WHICH AN ALLOCATION WAS MADE BUT FORFEITED BECAUSE A BUILDING PERMIT WAS NOT APPLIED FOR WITHIN ONE (1) YEAR AND ISSUED WITHIN EIGHTEEN (18) MONTHS FROM THE DATE OF FINAL PLAT APPROVAL, SHALL BE MADE FROM THE POOL OF SCHOOL SEATS AVAILABLE FOR ALLOCATION TO EXISTING RECORDED LOTS AT THE TIME THAT A BUILDING PERMIT APPLICATION IS APPROVED FOR THAT LOT. THE FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY FOR A LOT SHALL BE BASED UPON THE STUDENT GENERATION RATE DERIVED FROM THE STUDENT YIELD FACTORS ADOPTED PURSUANT TO § 173-94A FOR THAT LOT DETERMINED BY THE CHIEF EXECUTIVE OFFICER PRIOR TO APPROVAL OF THE APPLICATION FOR A BUILDING PERMIT FOR THAT LOT;

(b) REQUEST THAT APPROVAL OF THE FINAL PLAT BE DEFERRED AND THAT THE ENTIRE FINAL PLAT BE PLACED ON THE APPLICABLE SUBDIVISION PRIORITY LIST FOR ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY

AS SUCH CAPACITY BECOMES AVAILABLE. IF THE APPLICANT ELECTS TO HAVE THE FINAL PLAT PLACED ON THE PRIORITY LIST, ALL AVAILABLE SCHOOL SEAT CAPACITY ALLOCABLE TO THAT SUBDIVISION BE RESERVED FOR THAT PROPOSED SUBDIVISION, WITHOUT COST TO THE APPLICANT, UNTIL SCHOOL SEAT CAPACITY IS AVAILABLE IN THE POOL OR SUB-POOL FOR ALLOCATION TO ALL REMAINING LOTS DEPICTED ON THE FINAL PLAT;

(c) RECONFIGURE AND RESUBMIT THE FINAL PLAT TO DEPICT ONLY THOSE LOTS FOR WHICH AN ALLOCATION OF SCHOOL SEAT CAPACITY CAN THEN BE MADE;

(d) WITHDRAW THE REQUEST FOR FINAL PLAT APPROVAL.

(5) EACH APPROVED FINAL SUBDIVISION PLAT SHALL CONTAIN NOTES OR GRAPHIC REPRESENTATIONS THAT CLEARLY DELINEATE WHICH LOTS HAVE RECEIVED AN ALLOCATION OF SCHOOL SEAT CAPACITY AND THE TERMS AND CONDITIONS OF SUCH ALLOCATION, AND WHICH LOTS ARE NOT BUILDABLE UNTIL A FUTURE ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY IS MADE AT SUCH TIME AS AN APPLICATION FOR A BUILDING PERMIT IS APPROVED.

C. WHEN AN APPLICATION IS MADE FOR APPROVAL OF A BUILDING PERMIT FOR DEVELOPMENT AND CONSTRUCTION OF A DWELLING OR DWELLING UNIT ON AN EXISTING LOT OR PARCEL OF LAND, THE CHIEF EXECUTIVE OFFICER SHALL DETERMINE THE STUDENT GENERATION RATE BY APPLYING THE STUDENT YIELD FACTORS ADOPTED PURSUANT TO § 173-94A FOR THAT LOT OR PARCEL. FOR MULTIFAMILY RESIDENTIAL DEVELOPMENT, THE CHIEF EXECUTIVE OFFICER SHALL DETERMINE AND ASSIGN AVAILABLE SCHOOL SEAT CAPACITY AT THE SITE DEVELOPMENT PLAN STAGE. THE CHIEF EXECUTIVE OFFICER SHALL ALLOCATE AVAILABLE SCHOOL SEAT CAPACITY TO THAT LOT OR PARCEL BASED UPON THE STUDENT GENERATION RATE FOR THAT LOT OR PARCEL BASED UPON THE PARTICULARIZED STUDENT GENERATION RATE FOR THAT LOT OR PARCEL, IF SCHOOL SEAT CAPACITY IS AVAILABLE IN THE EXISTING LOT ALLOCATION POOL. IF AVAILABLE SCHOOL SEAT CAPACITY IS NOT THEN AVAILABLE, THE LOT OR MULTIFAMILY PROJECT WILL BE PLACED ON A PRIORITY LIST FOR FUTURE ALLOCATION OF SCHOOL SEAT CAPACITY.

D. WHEN AN APPLICATION FOR FINAL SUBDIVISION PLAT APPROVAL OR FOR THE ISSUANCE OF A BUILDING PERMIT INVOLVES ONE (1) OR MORE DWELLINGS THAT CONTAIN MORE THAN ONE (1) DWELLING UNIT PER DWELLING, SUCH AS SINGLE-FAMILY ATTACHED DWELLINGS, TOWNHOUSES, MULTIPLE-FAMILY DWELLINGS, AND TWO-FAMILY DWELLINGS, A SCHOOL SEAT ALLOCATION MAY NOT BE MADE FOR ANY DWELLING UNIT IN A DWELLING UNLESS SUFFICIENT SCHOOL SEAT CAPACITY IS AVAILABLE FOR ALLOCATION TO ALL DWELLING UNITS IN THAT DWELLING.

E. EACH ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY IS MADE TO A PARTICULAR LOT, PROPOSED LOT, OR PARCEL OF LAND. ONCE AN ALLOCATION OF SCHOOL SEAT CAPACITY HAS BEEN MADE TO A PARTICULAR LOT, PROPOSED LOT, OR PARCEL OF LAND, THE ALLOCATION IS NOT TRANSFERABLE OR ASSIGNABLE TO ANOTHER LOT, PROPOSED LOT OR PARCEL OF LAND.

F. UNLESS THERE ARE NO PROPOSED SUBDIVISIONS AWAITING FINAL PLAT APPROVAL OR EXISTING LOTS OR PARCELS OF LAND ON A PRIORITY LIST ESTABLISHED PURSUANT TO § 173-99, NOT MORE THAN TWENTY-FIVE (25) SEATS OF AVAILABLE SCHOOL CAPACITY MAY BE ALLOCATED IN ANY FISCAL YEAR TO ANY ONE (1) PROPOSED SUBDIVISION OR TO, OR FOR THE BENEFIT OF, ANY EXISTING LOTS OR PARCELS OF LAND THAT WERE HELD IN THE SAME OWNERSHIP ON THE FIRST DAY OF THE FISCAL YEAR.

§ 173-99 SCHOOL SEAT ALLOCATION PRIORITY LISTS.

A. THE TOWN'S CHIEF EXECUTIVE OFFICER SHALL ESTABLISH AND MAINTAIN PRIORITY LISTS OF APPLICATIONS FOR FINAL SUBDIVISION PLAT APPROVAL, AND FOR BUILDING PERMITS FOR THE DEVELOPMENT AND CONSTRUCTION OF DWELLING UNITS ON EXISTING LOTS OR PARCELS OF LAND, FOR WHICH SCHOOL SEAT CAPACITY IS NOT AVAILABLE.

B. A PROPOSED SUBDIVISION FOR WHICH AN APPLICANT HAS REQUESTED PLACEMENT ON A SUBDIVISION PRIORITY LIST PURSUANT TO § 191-98B AND AN EXISTING LOT OR PARCEL OF LAND FOR WHICH A BUILDING PERMIT APPLICATION HAS BEEN SUBMITTED TO THE TOWN SHALL BE PLACED ON THE APPLICABLE PRIORITY LIST AS OF SUCH DATE AND TIME WHEN ALL REQUIREMENTS FOR FINAL SUBDIVISION PLAT APPROVAL OR ISSUANCE OF A BUILDING PERMIT HAVE BEEN SATISFIED EXCEPT FOR THE AVAILABILITY OF SCHOOL SEAT CAPACITY.

C. WHEN SCHOOL SEAT CAPACITY BECOMES AVAILABLE IN THE APPLICABLE SUBDIVISION ALLOCATION POOL OR SUB-POOL, THE CHIEF EXECUTIVE OFFICER SHALL PROVIDE WRITTEN NOTICE TO THE NEXT APPLICANT ON THE PRIORITY LIST THAT SCHOOL SEAT CAPACITY IS AVAILABLE FOR ALLOCATION TO SOME OR ALL OF THE LOTS AS DEPICTED ON THE APPLICANT'S PROPOSED FINAL SUBDIVISION PLAT. THE NOTICE SHALL BE SENT TO THE ADDRESS OF THE APPLICANT AS SHOWN ON THE FINAL SUBDIVISION PLAT APPLICATION OR TO SUCH OTHER ADDRESS AS THE APPLICANT HAS DESIGNATED IN WRITING TO THE CHIEF EXECUTIVE OFFICER. THE NOTICE SHALL GIVE THE APPLICANT A PERIOD OF THIRTY (30) DAYS TO NOTIFY THE CHIEF EXECUTIVE OFFICER IN WRITING THAT THE APPLICANT ACCEPTS OR REJECTS THE ALLOCATION. AN ALLOCATION SHALL BE ACCEPTED IN THE MANNER SPECIFIED IN § 173-98B(4)(A)[1].

   (1) IF THE APPLICANT ACCEPTS THE ALLOCATION IN WRITING WITHIN SUCH THIRTY-DAY PERIOD, AND IF SUCH ALLOCATION PROVIDES A SCHOOL SEAT ALLOCATION FOR ALL LOTS DEPICTED ON THE FINAL PLAT, THE FINAL PLAT SHALL BE APPROVED.

(2) IF THE APPLICANT ACCEPTS THE ALLOCATION IN WRITING WITHIN SUCH THIRTY-DAY PERIOD, AND IF SUCH ALLOCATION PROVIDES AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY FOR SOME, BUT NOT ALL OF THE LOTS DEPICTED ON THE FINAL PLAT, THE APPLICANT SHALL ELECT TO PROCEED IN ACCORDANCE WITH § 173-98B(4)(A) OR (B).

(3) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY, THE APPLICANT MAY REQUEST IN WRITING THAT THE APPLICATION FOR FINAL PLAT APPROVAL BE KEPT ACTIVE AND THAT THE LOTS DEPICTED ON THE FINAL PLAT BE MAINTAINED ON THE PRIORITY LIST. IF THE APPLICANT DOES MAKE SUCH A REQUEST, THE FINAL PLAT SHALL MAINTAIN ITS PLACE ON THE PRIORITY LIST AND SHALL BE OFFERED THE NEXT AVAILABLE SCHOOL SEAT ALLOCATION. IF THE APPLICANT DOES NOT AFFIRMATIVELY ACCEPT THE SCHOOL SEAT ALLOCATION THE NEXT TIME IT IS OFFERED, THE FINAL PLAT SHALL BE REMOVED FROM THE PRIORITY LIST, THE APPLICATION FOR FINAL PLAT APPROVAL SHALL BE DEEMED WITHDRAWN, AND ANY AVAILABLE SCHOOL SEAT CAPACITY PREVIOUSLY ALLOCATED TO LOTS ON THE FINAL PLAT SHALL BE RETURNED TO THE APPLICABLE ALLOCATION POOL OR SUB-POOL.

(4) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY AND DOES NOT REQUEST IN WRITING THAT THE APPLICATION FOR FINAL PLAT APPROVAL BE KEPT ACTIVE AND THAT THE FINAL PLAT BE MAINTAINED ON THE PRIORITY LIST, THE FINAL PLAT SHALL BE REMOVED FROM THE PRIORITY LIST, THE APPLICATION FOR FINAL PLAT APPROVAL SHALL BE DEEMED WITHDRAWN, AND ANY AVAILABLE SCHOOL SEAT CAPACITY PREVIOUSLY ALLOCATED TO LOTS ON THE FINAL PLAT SHALL BE RETURNED TO THE APPLICABLE ALLOCATION POOL OR SUB-POOL.

(5) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT NEITHER REJECTS NOR AFFIRMATIVELY ACCEPTS THE ALLOCATION IN WRITING, THE LOTS ON THE PROPOSED FINAL SUBDIVISION PLAT SHALL BE REMOVED FROM THE PRIORITY LIST, THE APPLICATION FOR FINAL PLAT APPROVAL SHALL BE DEEMED TO HAVE BEEN WITHDRAWN BY THE APPLICANT, AND ANY PREVIOUS ALLOCATION OF SCHOOL SEAT CAPACITY FOR LOTS ON THE FINAL PLAT SHALL BE RETURNED TO THE APPLICABLE ALLOCATION POOL OR SUB-POOL.

D. WHEN SCHOOL SEAT CAPACITY BECOMES AVAILABLE IN THE EXISTING LOT ALLOCATION POOL OR SUB-POOL, THE CHIEF EXECUTIVE OFFICER SHALL PROVIDE WRITTEN NOTICE TO THE NEXT APPLICANT ON THE EXISTING LOT PRIORITY LIST THAT SCHOOL SEAT CAPACITY IS AVAILABLE FOR ALLOCATION TO

THE APPLICANT'S LOT OR PARCEL OF LAND. THE NOTICE SHALL BE SENT TO THE ADDRESS OF THE APPLICANT AS SHOWN ON THE BUILDING PERMIT APPLICATION OR TO SUCH OTHER ADDRESS AS THE APPLICANT HAS DESIGNATED IN WRITING TO THE CHIEF EXECUTIVE OFFICER. THE NOTICE SHALL GIVE THE APPLICANT A PERIOD OF THIRTY (30) DAYS TO NOTIFY THE CHIEF EXECUTIVE OFFICER IN WRITING THAT THE APPLICANT ACCEPTS OR REJECTS THE ALLOCATION.

(1) IF THE APPLICANT ACCEPTS THE ALLOCATION WITHIN SUCH THIRTY-DAY PERIOD, THE BUILDING PERMIT SHALL BE ISSUED AS LONG THE APPLICATION CONTINUES TO COMPLY WITH ALL APPLICABLE LAWS. IF THE BUILDING PERMIT APPLICATION NO LONGER COMPLIES WITH ALL APPLICABLE LAWS, THE APPLICATION SHALL BE DEEMED REJECTED, BUT THE SCHOOL SEAT ALLOCATION SHALL BE RESERVED FOR THE LOT OR PARCEL OF LAND FOR A PERIOD OF NINETY (90) DAYS, WITHIN WHICH THE APPLICANT MUST SUBMIT FOR APPROVAL BY THE TOWN A REVISED PERMIT APPLICATION THAT COMPLIES WITH ALL APPLICABLE LAWS. IF A CONFORMING BUILDING PERMIT APPLICATION IS SUBMITTED WITHIN NINETY (90) DAYS AND APPROVED BY THE TOWN, THE SCHOOL SEAT ALLOCATION FOR THE LOT OR PARCEL OF LAND SHALL BE MADE AND THE PERMIT ISSUED. IF A CONFORMING BUILDING PERMIT APPLICATION IS NOT SUBMITTED WITHIN NINETY (90) DAYS OR IS NOT APPROVED BY THE TOWN, THE SCHOOL SEAT CAPACITY SHALL BE PLACED BACK IN THE POOL AND THE LOT OR PARCEL OF LAND REMOVED FROM THE PRIORITY LIST.

(2) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT NEITHER REJECTS NOR AFFIRMATIVELY ACCEPTS THE ALLOCATION IN WRITING, THE LOT OR PARCEL OF LAND SHALL BE REMOVED FROM THE PRIORITY LIST AND THE BUILDING PERMIT APPLICATION FOR THAT LOT OR PARCEL OF LAND SHALL BE DEEMED TO HAVE BEEN WITHDRAWN BY THE APPLICANT.

(3) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY, THE APPLICANT MAY REQUEST IN WRITING THAT THE BUILDING PERMIT APPLICATION BE KEPT ACTIVE AND THAT THE LOT OR PARCEL OF LAND BE MAINTAINED ON THE PRIORITY LIST. IF THE APPLICANT MAKES SUCH A REQUEST, THE LOT OR PARCEL SHALL MAINTAIN ITS PLACE ON THE PRIORITY LIST AND SHALL BE OFFERED THE NEXT AVAILABLE SCHOOL SEAT ALLOCATION. IF THE APPLICANT DOES NOT AFFIRMATIVELY ACCEPT THE SCHOOL SEAT ALLOCATION THE NEXT TIME IT IS OFFERED, THE SCHOOL SEAT CAPACITY SHALL BE PLACED BACK IN THE ALLOCATION POOL OR SUB-POOL, AND THE LOT OR PARCEL OF LAND SHALL BE REMOVED FROM THE PRIORITY LIST.

(4) IF, WITHIN THIRTY (30) DAYS AFTER NOTICE OF THE AVAILABILITY OF A SCHOOL SEAT ALLOCATION, AN APPLICANT AFFIRMATIVELY REJECTS AN

ALLOCATION OF AVAILABLE SCHOOL SEAT CAPACITY AND DOES NOT REQUEST IN WRITING THAT THE BUILDING PERMIT APPLICATION BE KEPT ACTIVE AND THAT THE LOT OR PARCEL OF LAND BE MAINTAINED ON THE PRIORITY LIST, THE SCHOOL SEAT CAPACITY SHALL BE PLACED BACK IN THE ALLOCATION POOL OR SUB-POOL AND THE LOT OR PARCEL OF LAND SHALL BE REMOVED FROM THE PRIORITY LIST.

E. NOTWITHSTANDING ANY OTHER PROVISION OF THIS ARTICLE, ANY LOT OR PARCEL OF LAND OR SUBDIVISION ON THE EXISTING LOT PRIORITY LIST THAT HAS NOT RECEIVED AN ALLOCATION OF SCHOOL SEAT CAPACITY WITHIN SIX (6) YEARS FROM THE DATE THAT LOT OR PARCEL WAS PLACED ON THE PRIORITY LIST SHALL BE ISSUED A BUILDING PERMIT OR FINAL PLAT APPROVAL AS LONG AS THE APPLICATION CONTINUES TO COMPLY WITH ALL APPLICABLE LAWS. IF THE APPLICATION NO LONGER COMPLIES WITH ALL APPLICABLE LAWS, THE APPLICANT MUST SUBMIT FOR APPROVAL BY THE TOWN A REVISED APPLICATION THAT COMPLIES WITH ALL APPLICABLE LAWS. IF A CONFORMING APPLICATION IS SUBMITTED WITHIN NINETY (90) DAYS AND APPROVED BY THE TOWN, THE BUILDING PERMIT OR FINAL PLAT APPROVAL MAY BE ISSUED EVEN THOUGH AVAILABLE SCHOOL SEAT CAPACITY MAY NOT EXIST IN THE APPLICABLE ALLOCATION POOL OR SUB-POOL. IF A CONFORMING APPLICATION IS NOT SUBMITTED WITHIN NINETY (90) DAYS OR IS NOT APPROVED BY THE TOWN, A BUILDING PERMIT OR FINAL PLAT APPROVAL MAY NOT BE ISSUED FOR THE LOT OR PARCEL OF LAND UNTIL A NEW ALLOCATION OF SCHOOL SEAT CAPACITY IS MADE TO THE LOT OR PARCEL. ANY BUILDING PERMITS OR FINAL PLAT APPROVALS ISSUED PURSUANT TO THIS SECTION SHALL NOT COUNT AGAINST OR REDUCE THE AVAILABLE SCHOOL SEAT CAPACITY THAT OTHERWISE IS AVAILABLE FOR ALLOCATION IN THAT FISCAL YEAR.

§ 173-100 DURATION AND EFFECT OF EXPIRATION OF ALLOCATION.

A. THIS SECTION PROVIDES FOR THE EXPIRATION OF AN ALLOCATION OF SCHOOL SEAT CAPACITY AND THE EFFECT OF SUCH AN EXPIRATION.

B. (1) THIS SUBSECTION REGULATES THE EXPIRATION OF A SCHOOL SEAT ALLOCATION FOR A LOT THAT WAS MADE AS PART OF THE APPROVAL OF A FINAL SUBDIVISION PLAT.

(2) A SCHOOL SEAT ALLOCATION THAT HAS BEEN MADE AS PART OF THE APPROVAL OF A FINAL SUBDIVISION PLAT IS VALID FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF APPROVAL OF THE FINAL PLAT. THE ALLOCATION FOR A LOT IN THE SUBDIVISION EXPIRES IF A BUILDING PERMIT TO CONSTRUCT A DWELLING UNIT ON THAT LOT HAS NOT BEEN ISSUED WITHIN ONE (1) YEAR FROM THE DATE OF APPROVAL OF THE FINAL PLAT, OR IF THE BUILDING PERMIT TO CONSTRUCT A DWELLING UNIT ON THAT LOT EXPIRES OR IS REVOKED BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

(3) AS LONG AS A SCHOOL SEAT ALLOCATION HAS NOT EXPIRED, A BUILDING PERMIT MAY BE ISSUED FOR THE LOT FOR WHICH THE ALLOCATION HAS BEEN MADE. A BUILDING PERMIT MAY NOT BE ISSUED FOR ANY LOT FOR WHICH AN ALLOCATION HAS EXPIRED UNTIL THE LOT HAS RECEIVED A NEW SCHOOL SEAT ALLOCATION. AFTER EXPIRATION OF AN ALLOCATION, A LOT SHALL BE TREATED AS AN EXISTING RECORDED LOT AND PLACED AT THE END OF THE EXISTING LOT PRIORITY LIST.

C. (1) THIS SUBSECTION REGULATES THE EXPIRATION OF AN ALLOCATION OF SCHOOL SEAT CAPACITY FOR A LOT THAT WAS MADE AS PART OF THE ISSUANCE OF A BUILDING PERMIT.

(2) AN ALLOCATION OF SCHOOL SEAT CAPACITY FOR A LOT THAT HAS BEEN MADE AS PART OF THE ISSUANCE OF A BUILDING PERMIT IS VALID FOR THE DURATION OF THE BUILDING PERMIT. THE SCHOOL SEAT ALLOCATION EXPIRES IF THE BUILDING PERMIT TO CONSTRUCT A DWELLING UNIT ON THAT LOT EXPIRES OR IS REVOKED BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

(3) IF A SCHOOL SEAT ALLOCATION EXPIRES, THE EXISTING BUILDING PERMIT SHALL NOT BE REINSTATED OR RENEWED, OR A NEW BUILDING PERMIT ISSUED, FOR THAT LOT UNTIL THE LOT HAS RECEIVED A NEW SCHOOL SEAT ALLOCATION. AFTER A SCHOOL SEAT ALLOCATION EXPIRES, A LOT SHALL BE PLACED AT THE END OF AN EXISTING LOT PRIORITY LIST FOR A NEW SCHOOL SEAT ALLOCATION.

§ 173-101 APPEALS.

A. ANY PERSON AGGRIEVED BY A DECISION OF THE TOWN'S CHIEF EXECUTIVE OFFICER IN DETERMINING THE STUDENT GENERATION RATE FOR A SPECIFIC LOT OR PARCEL OR IN APPROVING OR REFUSING TO APPROVE AN ALLOCATION OF SCHOOL SEAT CAPACITY MAY APPEAL THE DECISION TO THE TOWN BOARD OF APPEALS CREATED UNDER § 191-53 OF THIS CODE. EXCEPT TO THE EXTENT INCONSISTENT WITH THIS SECTION, PROCEEDINGS OF THE BOARD SHALL BE GOVERNED BY §§ 191-53C AND D OF THIS CODE AND THE BOARD'S RULES OF PROCEDURE.

B. AN APPEAL PURSUANT TO SUBSECTION A OF THIS SECTION MAY BE BASED ONLY ON ONE (1) OR MORE OF THE FOLLOWING GROUNDS:

(1) THE DECISION IS CONTRARY TO LAW OR ILLEGAL.

(2) THE DECISION IS ARBITRARY OR CAPRICIOUS.

AN APPEAL MAY NOT CHALLENGE OR BE BASED UPON ERROR IN THE DETERMINATIONS OF THE CHIEF EXECUTIVE OFFICER IN DETERMINING GENERAL STUDENT GENERATION RATES OR OF TOWN COUNCIL REGARDING THE ESTABLISHMENT OF ALLOCATION POOLS PURSUANT TO § 173-95.

C. AN APPEAL SHALL BE INITIATED BY THE FILING OF A NOTICE OF APPEAL WITH THE TOWN BOARD OF APPEALS. THE NOTICE OF APPEAL SHALL BE FILED WITHIN TEN (10) DAYS FROM THE DATE OF THE DECISION BEING APPEALED FROM. THE APPEAL SHALL BE FILED ON FORMS PRESCRIBED BY THE CHIEF EXECUTIVE OFFICER CONSISTENT WITH THIS SECTION AND SHALL BE ACCOMPANIED BY SUCH APPEAL FEE AS MAY BE ESTABLISHED BY RESOLUTION OF THE TOWN COUNCIL FROM TIME TO TIME.

D. EACH NOTICE OF APPEAL MUST CONTAIN AT LEAST THE FOLLOWING:

(1) THE NAME AND ADDRESS OF THE APPELLANT;

(2) A STATEMENT IDENTIFYING THE DECISION THAT IS BEING APPEALED;

(3) A STATEMENT DESCRIBING HOW THE APPELLANT IS AGGRIEVED OR AFFECTED BY THE DECISION THAT IS BEING APPEALED;

(4) A DETAILED NARRATIVE EXPLANATION OF THE GROUNDS OF THE APPEAL;

(5) A STATEMENT DESCRIBING WITH SPECIFICITY THE MANNER IN WHICH THE DECISION FROM WHICH THE APPEAL IS TAKEN IS CONTRARY TO LAW, ILLEGAL, ARBITRARY, OR CAPRICIOUS. THE NOTICE OF APPEAL SHALL CONTAIN SPECIFIC REFERENCES TO ALL STATUTES, ORDINANCES, AND REGULATIONS ALLEGED TO BE VIOLATED BY THE DECISION; AND

(6) A STATEMENT OF THE RELIEF REQUESTED BY THE APPELLANT.

THE BOARD OF APPEALS SHALL DISMISS ANY NOTICE OF APPEAL THAT DOES NOT CONTAIN THE INFORMATION REQUIRED BY THIS SUBSECTION D.

E. HEARINGS AND PROCEEDINGS ON AN APPEAL TO THE BOARD OF APPEALS SHALL BE BASED EXCLUSIVELY ON THE GROUNDS OF APPEAL, ISSUES, AND MATTERS PRESENTED IN THE NOTICE OF APPEAL. THE BOARD MAY NOT CONSIDER ANY GROUND OF APPEAL, MATTER, OR ISSUE THAT HAS NOT BEEN PRESENTED WITH SPECIFICITY IN THE NOTICE OF APPEAL. THE BOARD OF APPEALS MAY TAKE SUCH TESTIMONY AND EVIDENCE AS THE BOARD DEEMS NECESSARY OR DESIRABLE TO ASSIST IT IN CONSIDERING AN APPEAL.

F. THE DECISION OF THE CHIEF EXECUTIVE OFFICER IS PRESUMED TO BE CORRECT, MADE IN ACCORDANCE WITH LAW AND LEGAL. THE BURDEN IS ON THE PERSON WHO APPEALS A DECISION TO DEMONSTRATE THAT:

(1) THE DECISION IS CONTRARY TO LAW OR ILLEGAL;

(2) THE DECISION IS ARBITRARY OR CAPRICIOUS.

G. THE BOARD SHALL AFFIRM THE DECISION APPEALED FROM UNLESS THE BOARD FINDS THAT:

(1) THE DECISION APPEALED FROM IS CONTRARY TO LAW OR ILLEGAL;

(2) THE DECISION APPEALED FROM IS ARBITRARY OR CAPRICIOUS.

IF THE BOARD MAKES ANY SUCH FINDING, THE BOARD MAY REVERSE THE DECISION OF THE CHIEF EXECUTIVE OFFICER IN WHOLE OR IN PART, OR MAY MODIFY THE DECISION, CONDITION OR REQUIREMENT APPEALED FROM AND MAKE SUCH DECISION, CONDITIONS, OR REQUIREMENTS AS COULD HAVE BEEN MADE BY THE CHIEF EXECUTIVE OFFICER. THE BOARD ALSO MAY REMAND THE MATTER TO THE CHIEF EXECUTIVE OFFICER FOR SUCH FURTHER PROCEEDINGS OR DETERMINATIONS AS THE BOARD OF APPEALS DETERMINES TO BE APPROPRIATE.

H. ANY PERSON OR PERSONS JOINTLY OR SEVERALLY AGGRIEVED BY A DECISION OF THE BOARD OF APPEALS UNDER THIS SECTION, OR ANY OFFICER, DEPARTMENT, BOARD OR BUREAU OF THE TOWN, MAY APPEAL THE DECISION OF THE BOARD OF APPEALS TO THE CIRCUIT COURT FOR CHARLES COUNTY. SUCH AN APPEAL TO THE CIRCUIT COURT SHALL BE FILED WITHIN THIRTY (30) DAYS FROM THE DECISION OF THE BOARD.

I. A SCHOOL SEAT ALLOCATION IS NOT EFFECTIVE UNTIL THE EARLIER TO OCCUR OF:

(1) TEN (10) DAYS FROM THE DATE OF THE ALLOCATION IF NO APPEAL IS FILED UNDER THIS SECTION; OR

(2) IF AN APPEAL IS FILED, UNTIL A FINAL DECISION HAS BEEN RENDERED AND THE TIME FOR ALL FURTHER APPEALS HAS EXPIRED.

§ 173-102 PROCESS FOR MAJOR DEVELOPMENT PROJECTS.

A. INTENT AND APPLICABILITY. THIS SECTION ESTABLISHES REGULATIONS FOR MAJOR DEVELOPMENT PROJECTS (MDP), DEFINED AS SUBDIVISIONS PROPOSING ONE HUNDRED (100) OR MORE LOTS OR DWELLING UNITS. THIS PROCESS IS INTENDED TO ADDRESS THE SIGNIFICANT AND LONG-TERM IMPACTS OF SUCH PROJECTS ON THE PUBLIC SCHOOL SYSTEM.

B. REQUIREMENTS. A MAJOR DEVELOPMENT PROJECT (MDP) SEEKING SCHOOL SEAT ALLOCATION SHALL BE REQUIRED TO ENTER INTO A DEVELOPMENT AGREEMENT WITH THE TOWN OF LA PLATA AND THE CHARLES COUNTY COMMISSIONERS. THIS AGREEMENT SHALL BE PREPARED IN CONSULTATION WITH CHARLES COUNTY PUBLIC SCHOOLS (CCPS) TO ENSURE COORDINATION REGARDING LONG-TERM PLANNING, CAPACITY MANAGEMENT, AND BUILD-OUT SCHEDULING. THE EXECUTED AGREEMENT SHALL INCLUDE A BUILD-OUT SCHEDULE DETAILING THE UNIT TYPE AND UNIT COUNT FOR EACH PHASE OF DEVELOPMENT.

C. ALLOCATION OF SCHOOL SEATS. ALLOCATIONS GRANTED TO AN MDP SHALL BE CONTINGENT UPON ADHERENCE TO THE EXECUTED DEVELOPMENT AGREEMENT AND THE APPROVED BUILD-OUT SCHEDULE. THE ALLOCATION OF SCHOOL SEATS SHALL BE UTILIZED CONSISTENT WITH THE APPROVED BUILD-OUT SCHEDULE, AND THE GRANT OF ALLOCATION MAY BE CONDITIONED UPON THE COMMENCEMENT OF CONSTRUCTION MILESTONES WITHIN THE PROJECT.

D. EXEMPTION. DEVELOPMENT PROJECTS APPROVED UNDER THIS SECTION MAY BE EXEMPT FROM THE GENERAL PROVISIONS OF § 173-98 (PROCESS FOR ALLOCATION) AND § 173-99 (SCHOOL SEAT ALLOCATION PRIORITY LISTS), PROVIDED THEY REMAIN IN COMPLIANCE WITH THEIR APPROVED DEVELOPMENT AGREEMENT.

SECTION 2: BE IT FURTHER ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that this Ordinance shall become effective 15 days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date

EXPLANATION:

- CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
- ((Double Parentheses)) indicate matter deleted from existing law.
- * * indicates existing law not depicted in bill and not being altered by bill
- Underlining indicates amendments to bill.
- Strike-Out indicates matter stricken from bill by amendment or deleted from the law by amendment.

COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-20

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**April 28, 2026**
Date Adopted:	
Date Effective:	

A RESOLUTION concerning

Town Flag Protocol

FOR the purpose of adopting the Town Flag Protocol; and all matters relating thereto.

* * * * * * * * * * * * * * * * *

WHEREAS, the Town Council of the Town of La Plata recognizes the importance of the proper display and handling of flags as a symbol of respect, unity, and civic pride; and

WHEREAS, the Town desires to establish clear and consistent guidelines for lowering the Town Flag to half-staff in recognition of individuals connected to the Town; and

WHEREAS, the Town further desires to formalize procedures for ceremonial flag displays at Town Hall and along Charles Street during designated national observances; and

WHEREAS, the proposed policy is intended to align with the United States Flag Code and acknowledges that federal and state directives shall take precedence over municipal actions.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that the Council of the Town of La Plata Flag Protocol attached hereto as Attachment 1 is hereby adopted and incorporated by reference.

ADOPTED AND APPROVED by the Council of the Town of La Plata this 28th day of April , 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk
Date: _____

_____
Tyjon C. Johnson, Councilman

Town of La Plata
FLAG PROTOCOL

Purpose
To establish guidelines for lowering the Town flag to half-staff in recognition of individuals connected to the Town of La Plata.

General Guidelines

- The Town Manager (or designee) is responsible for implementation of the Town Flag Protocol.
- The following flags are authorized to be flown on flagpoles located at Town-owned facilities: flag of the United States of America; flag of the State of Maryland; flag of the Town of La Plata. Other flags may be flown at the discretion of the Town Manager.
- The Municipal Flag shall be flown at half-staff from near sunrise to near sunset unless otherwise directed.
- If notice is received after the start of the workday, the flag shall be lowered as soon as practicable.
- The lowering of the Town flag in honor of former Councilmembers, Mayors or Town Manager is a discretionary recognition. The Town Manager has the authority to withhold or revoke if the individual engaged in conduct, during or after their service, that brings disrepute upon the Town, including but not limited to criminal activity, ethical violations or abuse of public trust.
- Federal or State orders take precedence.

Maintenance and Retirement
- Flags shall be routinely inspected.
- Worn or damaged flags shall be respectfully retired in accordance with proper flag disposal practices.

Town Flag Half-Staff Timeframes

Individual	Duration
Mayor, Council Member, Town Manager	Day of death until sunset on day of interment
Former Mayor, Council Member, Town Manager	Sunrise to sunset on day of interment
Town Employee (line of duty)	Day of death until sunset on day of interment
Town Employee (non-duty death)	At discretion of Town Manager
Armed Forces Member (La Plata resident, active duty)	Sunrise to sunset on day of interment
Presidential or Gubernatorial Proclamation	As directed

Flag Display Policy – Town Hall and Charles Street

The purpose of this policy is to establish guidelines for ceremonial display of the United States flag along Charles Street.

General Display Standards

- All displays shall comply with the United States Flag Code.
- Public Works (or designee) is responsible for setup and maintenance.
- Flags shall be displayed from sunrise to sunset unless otherwise directed.
- Flags may be removed during severe weather.

Charles Street Display of the American Flag

Displayed on:

- Town Elections
- Memorial Day
- Flag Day (June 14)
- Independence Day (July 4)
- Patriot Day (September 11)
- Veterans Day (November 11)

Duration:

- Installed near sunrise and removed near sunset.

Town Hall Large-Format American Flag

Displayed on:

- Memorial Day
- Flag Day (June 14)
- Independence Day (July 4)
- Patriot Day (September 11)
- Veterans Day (November 11)

Duration:

- Raised near sunrise and lowered near sunset.
- May remain overnight if properly illuminated.

Coordination with Half-Staff Orders

If a scheduled display coincides with a half-staff order:

- The Town shall comply to the extent practicable.
- If flags cannot be lowered:
  - Flags may remain at full staff,
  - Installation may be postponed, or
  - A public notice of observance may be issued.

Note: The Town Hall large-format flag shall remain at full staff due to equipment limitations.

COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-21

Introduced By: **Mayor Jeannine E. James, by request**

Date Introduced: **April 28, 2026**

Date Adopted:

Date Effective:

A RESOLUTION concerning

Revision of Town Council Rules of Procedure

FOR the purpose of revising the rules and guidelines by which the Council of the Town of La Plata (Town Council) operates; and all matters related thereto.

* * * * * * * * * * * * * * * * * *

WHEREAS, the Town Council desires to conduct its affairs in a timely and efficient manner; and

WHEREAS, the Town Council developed rules and guidelines by which the Council will operate; and

WHEREAS, the Council of the Town of La Plata Rules of Procedures, dated August 24, 2021, amended October 18, 2022, and further amended January 14, 2023, are hereby incorporated by reference as Exhibit A to Resolution 26-21.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that the Council of the Town of La Plata Rules of Procedure attached hereto as Exhibit A are hereby adopted and incorporated by reference; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption.

ADOPTED AND APPROVED by the Council of the Town of La Plata on _____.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

Town of La Plata
Town Council
Rules of Procedure

Revised April 28, 2026

Introduction

The rules of procedure were designed and adopted for the benefit and convenience of the Council of the Town of La Plata (Town Council) and are intended to describe the rules and guidelines by which the Council operates. Additionally, the rules of procedure will help the Council conduct its affairs in a timely and efficient manner and serve as a quick reference for resolving policy and procedural questions during meetings. The rules of procedure do not supersede the provisions of the Town Charter or Code of Ordinances and do not create substantive rights for third parties or participants in proceedings before the Town Council. Further, the Town Council reserves the right to suspend or amend the rules of procedure whenever a majority of Town Council decides to do so. The failure of the Town Council to strictly comply with the rules of procedure shall not invalidate any action of the Town Council.

The rules of procedure may be reviewed and adopted annually and following an election year, at the organization meeting of Town Council in May. Revisions to the rules of procedure may be proposed and adopted during any regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council and become effective upon adoption.

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SECTION 1 – PURPOSE AND BASIC PRINCIPLES

Section 1-1. Purpose of Rules of Procedure

A. To enable the Town Council to transact business fully, expeditiously, and efficiently while affording every opportunity to citizens to witness the operations of government;

B. To protect the rights of each individual Town Council Member;

C. To preserve a spirit of cooperation among Town Council Members;

D. To determine the will of the Town Council on any matter; and

E. To further advance the core values outlined in the Town of La Plata's Strategic Plan

Section 1-2. Basic Principles Underlying Rules of Procedure

A. The business of the Town Council should proceed in the most efficient manner possible;

B. Town Council's rules of procedure must be followed consistently;

C. Town Council's actions should be the result of a decision on the merits and not a manipulation of the procedural rules;

D. Only one subject may claim the attention of Town Council at one time;

E. Each item presented for consideration is entitled to full and free discussion;

F. Every Town Council Member has equal rights to participate and vote on the issues;

G. Every Town Council Member must have equal opportunity to participate in decision making;

H. The will of the majority must be carried out; and the rights of the minority must be preserved; and

I. The Town Council must act as a body.

SECTION 2 – MEETINGS

Section 2-1. Adoption of an Annual Calendar and Meeting Schedule

The time and place of the meetings of the La Plata Town Council shall be established annually with the adoption of a resolution and calendar that sets forth the regular meetings (which may include scheduled and advertised public hearings), Town Hall meetings, and other standing meetings, where applicable.

Regular meetings and public hearings. In general, regular meetings of the Town Council, which may include scheduled and advertised public hearings, will be held on the second, and fourth Tuesday of each month beginning at 6:00 p.m. in the Council Chambers, located on the first floor at Town Hall. Under exceptional or extenuating circumstances, Town Council meetings may convene virtually. Regular meetings and public hearings are live streamed via the online meeting platform specified on the Town's website and meeting agenda.

Town Hall meetings. The La Plata Town Council may host Town Hall meetings each year with the location and topic of discussion announced prior to the event. The location and topic will be influenced by current Town events, projects, and priorities.

Section 2-2. Special Meetings

The Town Council may schedule special meetings as it deems necessary with the dates and time adopted as part of the annual calendar or announced in accordance with all legal requirements. Special meetings shall be called by the Town Clerk upon the written request of the Mayor, a majority of the members of the Town Council, or the Chief Executive Officer; no business shall be transacted at a special meeting but that for which it shall be called, unless the Town Council agrees unanimously to consider such action.

Section 2-3. Pre-Organizational Meeting

In those years in which Town Council elections are held, the Town Council, including members-elect of the body, may meet in a work session prior to the organizational meeting to discuss appointments as members of or liaisons to committees, boards, commissions and multijurisdictional agencies. During the discussion of the full Town Council, consideration will be given to a Town Council Member's level of interest, experience, his or her specific schedule, and the location, time, and frequency of the meeting(s).

Section 2-4. Organizational Meeting

In those years in which Town Council elections are held, an organizational meeting of the Town Council shall be held on the second Monday in May. The purpose of the organizational meeting shall be the appointment of Town Council Members as members of or liaisons to committees, commissions, boards and multijurisdictional agencies, the appointment of Mayor Pro Tem and the conduct of such organizational business as may come before the Council.

Appointments of Council Members shall be announced by the Mayor at the organizational meeting and shall become effective when approved by a vote of Town Council. If desired, the Town Council may review appointments on an annual basis.

The Town Council will acknowledge and adopt the Rules of Procedure at its organizational meeting.

Section 2-5. Rescheduling of Meetings

In the event of circumstances preventing the conduct of a regularly scheduled meeting, the Town Council may reschedule such meetings, unless already otherwise indicated on the adopted annual calendar. Appropriate notifications regarding rescheduling of meetings will be made in accordance with the Open Meetings Act.

SECTION 3 – OFFICERS AND EMPLOYEES

Section 3-1. Mayor

The Mayor shall serve as presiding officer over all meetings of the Town Council and perform such other duties as may be prescribed by the Charter and Town Code or general law.

The Mayor shall have the right to vote on matters before the Town Council.

The Mayor Pro Tem serves as presiding officer in the absence of the Mayor. In the case of the absence from any meeting of the Mayor and Mayor Pro Tem, the members of the Town Council present shall choose one of their number as temporary presiding officer.

Section 3-2. Town Manager

The Town Council shall appoint a Town Manager who shall be chosen in conformity with the provisions of the Charter and who shall exercise the powers and discharge the duties required of him/her, subject to the approval of the Town Council. The Town Manager shall exercise administrative supervision and control over all departments of the Town government and have general supervision over all improvements, works, and services.

The Town Manager shall attend all meetings of the Town Council, unless otherwise excused by Town Council, and shall recommend to the Town Council, for adoption, such measures as he/she may deem expedient or necessary.

Section 3-3. Town Clerk

The Town Clerk shall serve as the Clerk to the Council and shall attend every open meeting of the Town Council, unless otherwise excused by the Town Manager. The Town Clerk shall maintain an accurate account of the proceedings of the Town Council, including all motions and subsequent votes, which shall be conducted and recorded in compliance with legal requirements.

Statements to be Included in the Minutes. Any member of the Town Council who wishes to have a statement or comment included in the minutes shall make that known prior to making the statement and shall provide the Town Clerk with a written copy of his or her statement.

Section 3-4. Department Heads

The head of any department, or any officer or employee of the Town when requested by the Town Council or the Town Manager, shall attend any regular, adjourned or special meeting and confer with the Town Council on matters relating to the Town.

SECTION 4 – THE AGENDA

Section 4-1. Publishing the Agenda

At the direction of the Town Manager, the Town Clerk shall be responsible for the publication of agendas for all noticed and scheduled meetings of the Town Council.

Section 4-2. Adding Items to the Agenda

The Town Clerk, in collaboration with the Town Manager, shall prepare a proposed agenda to review with the Mayor prior to the scheduled Town Council meeting. Any Town Council Member or Department Head that would like to add items to the proposed agenda should submit such items to the Town Manager at least seven (7) business days before the meeting. Materials that will accompany the agenda item shall be provided to the Town Clerk no later than noon on the Thursday prior to the scheduled meeting. Last-minute submissions are discouraged but may be added to a meeting agenda, where applicable, subject to a vote of the Town Council at the meeting approving a change [addition] to the published agenda. This will allow Council consideration of a matter that requires action expeditiously but was not known in time to be presented during the normal agenda development process.

When an individual Town Council Member requests an agenda item be added pursuant to this Section, such item shall be placed on the agenda of the first regular meeting of the month for discussion only. The Town Council Member must submit the request and all related documentation to the Town Manager at least seven (7) business days prior to the first regular meeting of the month.[1] During this initial discussion, the Council shall determine, by consensus, whether there is sufficient interest to move forward with the proposed item. At the discretion of the presiding officer, discussion time may be limited to 3 minutes per council member to ensure an orderly and efficient meeting. Following discussion, if the Council determines there is interest to proceed, the Council may take action, including but not limited to: referral to a Town Council committee; referral to the Town Manager for development by Town staff; or placement on a future Council regular agenda for further consideration and action.

Section 4-3. Distribution of the Agenda

The Town Clerk shall publish agendas and related materials (the agenda packet) to the Town's website in a timely manner to allow the public and elected officials time to review.

The agenda packet for meetings held on a Tuesday will be published before noon on the Friday prior to the meeting date. If key information is outstanding, the Town Manager may delay the publication of the packet or reschedule agenda items.

Section 4-4. Town Council Approval of Agenda and Consent Agenda

[1] Any background information or summaries provided by an individual Council member for an agenda item shall be clearly marked with a disclaimer such as "not staff product" or "by request". The Town Manager will provide the materials to the Director of Legislative Services, who will ensure compliance, with review by the Assistant Town Manager and Town Manager.

A. At the beginning of every regular meeting the Town Council will have the opportunity to review items on the agenda and, if necessary, the consent agenda to approve or remove items from the agenda.

B. In the case of the consent agenda, unless one or more members of the Town Council has a reason to discuss and/or debate one or more items, contents of the Consent Agenda will be voted on collectively. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the majority of the Town Council.

C. Under no circumstances can anything be added to or removed from the agenda after the Town Council has voted to accept the agenda for that meeting.

SECTION 5 – ORDER OF BUSINESS FOR COUNCIL MEETINGS

Section 5-1. Order of Business

A. The order of business for the regular Town Council meeting will be established in a written agenda and may include the following: Approval of Agenda; Consent Agenda; Community and Staff Presentations; Reports of the TownCouncil; Staff Reports; Ordinances and Resolutions; Unfinished and New Business; Awards and Acknowledgements; Public Comment; Closed Meetings; Public Hearings; and other pertinent business of the Town Council.

B. During Town Council Reports, there will be no direct question-and-answer period directed at staff.

C. The order of business for any special Town Council meeting will be established in a written agenda and may include the following: Ordinances and Resolutions, Action Items, Public Hearings, Closed Meetings, and other pertinent business of the Town Council.

Section 5-2. Public Comment Participation

A. No person, other than a member of the Town Council, Town Manager, or Town Attorney, shall have the right to discuss any matter in a meeting of the Town Council, unless by consent of a majority of the Council, or when that person is scheduled to appear before the Council on an agenda item.

B. The public comment participation portion of the agenda is set aside for those individuals who wish to address the Town Council for no more than three (3) minutes each. Individuals may not yield their time to other speakers. Individuals need not give prior notice to the Town to speak during the public comment participation portion of the agenda.

C. Public comment participation shall be for the purpose of allowing members of the public to address any Town business; however, public comment participation is not intended to serve as a forum for debate with the Council.

Section 5-3. Public Hearings

A. Public hearings before the Town Council may be scheduled for any regular or special meeting of Council and require at least fifteen (15) days' notice in a newspaper of general circulation in the Town, or as may be required by Town Code or state law.

B. Promptly at the hour set on the day of the public hearing, the members of the Council, the Town Clerk, the Chief Executive Officer, any relevant Town Staff, the Applicant/Petitioner, and those members of the public who wish to address the Town Council shall appear in person in the Council Chambers.

C. The procedures for public hearings are as follows:

1. Call to Order
2. Review of Public Notices
3. Recommendations:
   a. Summary of Town Staff report and recommendation and/or;
   b. Planning Commission Recommendation
4. Applicant/Petitioner presentation and testimony
5. Questions by the Town Council. [The Town Council may ask questions of the Applicant/Petitioner or Town staff.]
6. Written documents are entered into the record.
7. Speakers (signed up) are called on by the presiding officer. At the discretion of the presiding officer, time may be limited to 3 minutes and may not be yielded.
8. Additional questions by Town Council.
9. When the hearing is concluded, the Town Council will not hear further comments or questions during the meeting. If the record is kept open for a specific number of days, written comments should be submitted, by the deadline, and to the attention of the Town Clerk, in person at Town

Hall, or email legislative@townoflaplata.org.

D. The following provisions shall be applied to Applicant/Petitioners and their agents who cannot participate in person due to exceptional or extenuating circumstances.

1. On or before the day of a meeting, an Applicant/Petitioner or the agent of an Applicant/Petitioner who wishes to participate through electronic means when an in-person meeting has been scheduled must notify the presiding officer that the member is unable to attend the meeting in person.

2. Following receipt of notification as required by paragraph 5-4(D)(1), remote participation by electronic communication is authorized if the Town Clerk makes arrangements for the voice of the remote participant to be heard by all persons who wish to participate or attend utilizing electronic means.

3. At the start of the meeting, the presiding officer shall advise the Town Council of the request for participation by remote electronic communication. If the conditions and requirements of this Policy have been met, the Town Council shall approve the request by majority vote. If participation through electronic communication means is approved, the Town Clerk shall record in the minutes of the meeting the means from which the member participated (in person or online meeting platform).

Section 5-4. Closed Meetings

A. Generally, all meetings of public bodies must be open to the public, except in special and appropriate circumstances when a meeting may be closed in compliance with the Maryland Open Meetings Act. The Town Council must create an agenda and must affirmatively pass a roll call vote on a motion in open session that does the following:

1. Identifies the subject matter of the closed meeting;

2. States the purpose of the closed meeting; and

3. Makes specific reference to the statutory exemptions relied on to close the meeting.

B. Once in a closed meeting, only the matters stated on the agenda and in the motion are allowed to be discussed.

C. The Town Council may invite members of the public or Town Staff to attend a closed meeting if their presence reasonably aids the Town Council in its consideration of an issue.

D. Following a closed meeting the Town Council must disclose, in the minutes of the next open session, what topics were discussed, who attended the closed session, and what actions were taken.

E. Any individual attending a closed meeting should respect the Town Council's decision that the subject matter is too sensitive for public discussion and should treat the closed meeting discussion as confidential.

F. All formal decisions of the Town Council, and all votes relating thereto, shall be conducted and recorded in an open meeting in accordance with applicable Town Code and State law.

G. The Town Council may provide direction to Town staff in a closed meeting as may be appropriate to guide subsequent staff actions.

SECTION 6 – RULES OF PROCEDURE FOR TOWN COUNCIL MEETINGS

Section 6-1. Quorum

A. Three (3) members of the Town Council shall constitute a quorum for the transaction of business. No ordinance shall be passed, resolution adopted, nor any other action taken without the favorable votes of a majority of the members of the Town Council. No vote or question decided at a stated meeting shall be reconsidered at a special meeting unless all members are present, and three of them concur.

B. Quorum refers to the number of members present at a meeting, not the number of members voting on an issue. If no quorum is present or if a quorum is lost, the Town Council can only (i) adjourn, (ii) recess, or (iii) take steps to obtain a quorum.

C. If a quorum fails to be established, those attending may adjourn to such other time prior to the next regular meeting as they may determine and the Town

Clerk shall enter such adjournment in the minute book of the Town Council and shall notify absent members thereof in the same manner as required for special meetings.

D. Conflicts of interest shall be disclosed, and one may only participate or act in accordance with Chapter 20 Ethics of the Code of the Town of La Plata.

Section 6-2. Preservation of Order

A. At meetings of the Town Council, the presiding officer shall preserve order and decorum and decide on questions of order, subject to appeal to the Town Council. If a member of Town Council transgresses the rules of the Town Council, the presiding officer shall call him or her to order.

B. No member of the Town Council shall leave the Council Chamber while the Town Council is in regular meeting without the permission of the presiding officer.

C. The presiding officer has the authority to call a brief recess at any time.

D. The presiding officer may adjourn the meeting without the Town Council's vote or appeal in an emergency.

E. The right of a member of the Town Council to address the Town Council on a question of personal privilege shall be limited to cases in which his/her integrity, character, or motives are assailed, questioned or impugned. A member addressing the Town Council on a question of personal privilege shall first address the presiding officer and be recognized. A second is not required.

F. Whenever a question arises as to the proper interpretation of a rule of procedure, or in the absence of a rule to govern a point of procedure, the presiding officer of the Town Council shall resolve the question.

G. Any member of the Town Council may appeal to the Town Council from the ruling of the presiding officer. If the appeal is seconded, the member making the appeal may briefly state his/her reason for the appeal and the presiding officer may briefly explain his/her ruling, but there shall be no debate on the appeal, and no other member shall participate in the discussion. The presiding officer shall then put the question: "Shall the decision of the presiding officer be sustained?" If the majority of the members present vote "no," the ruling of the

presiding officer is overruled; otherwise, it is sustained.

Section 6-3. Town Council Members Addressing Town Council

A. A member of the Town Council shall seek recognition to speak from the presiding officer, shall address only the question before the Town Council and shall refrain from impugning the motives of any other Town Council Member's argument or vote. No discussion of a sectarian or political nature shall be allowed. No member shall interrupt another while speaking, except to make a point of order, the point to be briefly stated to the presiding officer.

B. No member of the Town Council shall speak more than once on the same question until every member choosing to speak shall have done so, or for a longer time than ten minutes on any question, without the express permission of the Town Council.

Section 6-4. Action by the Town Council

A. Action on ordinances shall be required in accordance with Town Code.

B. Items of business will be considered and dealt with one at a time, and a new proposal may not be put forth until action on the preceding one has been concluded.

C. When a proposal is perfectly clear to all present, and the proposal will not obligate the Town Council in any manner nor finally decide an issue before the Town Council, action can be taken upon the unanimous consent of the Town Council Members present, without a motion having been introduced. However, unless agreed to by unanimous consent, all proposed action of the Town Council must be approved by vote under these rules. Silence, or the lack of spoken dissent, is taken as consent.

D. If an agenda item requires a public hearing, action by the Town Council may be taken at the same meeting as the public hearing or may be deferred to a later meeting.

Section 6-5. Motions

A. Informal discussion of a subject is permitted while no motion is pending.

B. Any member of the Town Council, even if he or she is serving as the presiding officer, may make a motion.

C. A member may make only one motion at a time.

D. Except for matters stipulated in these rules of procedure, all motions require a second and a motion dies for lack of a second.

Section 6-6. Receipt of Motions When Question is Under Consideration

A. When a motion is under consideration, no motion shall be received, except as follows: to postpone indefinitely, to amend, to refer to a board, commission or committee, to postpone to a certain time, to limit or extend debate, to move the previous question or to lay on the table.

B. The following motions are debatable: to postpone indefinitely, to refer to a board, commission or committee or to postpone to a certain time. A motion to amend is debatable only if the main question is. The other motions named in subsection A. of this section are not debatable.

C. The following motions are amendable: to amend, to refer to a committee, to postpone to a certain time, and to limit or extend debate. The other motions named in subsection A. of this section are not amendable. All motions require a simple majority, except for the motions to limit or extend debate or move the previous question, which require a two-thirds majority.

Section 6-7. Debate

A. The presiding officer shall state the motion and then open the floor to debate. The presiding officer shall preside over the debate according to the following general principles:

1. The maker of the motion is entitled to speak first;

2. A member who has not spoken on the issue shall be recognized before someone who has already spoken;

3. A member of the Town Council may vote against his or her motion but may not speak against his or her motion.

4. The presiding officer may participate in the debate prior to declaring the matter ready for a vote.

5. Town Council Members shall not engage in electronic communication amongst themselves regarding a motion that is on the floor for debate.

Section 6-8. Duty to Vote

If there is an abstention, it shall be the responsibility of the abstaining member to state the reason and for the Town Clerk to note the abstention and the reason for abstaining in the minutes for the record.

Section 6-9. Method of Voting

A. After debate, the presiding officer shall ensure that the motion is clear and call for the vote.

B. All questions submitted to the Town Council shall be determined by a majority vote of the Town Council members voting on any such question, unless otherwise required by special or general law. A majority is more than half.

C. An "affirmative vote" by a majority of the Town Council present being necessary to adopt a motion, a tie vote means that the motion, resolution or issue has been rejected. When a motion fails on a tie vote, the "noes" prevail.

D. In order for a motion in a zoning matter to be adopted, it must be approved by a majority of those voting.

E. Town Council Members can request that the Town Clerk call for the individual votes of Town Council Members on any matter before the Town Council (Roll Call).

Section 6-10. Participation and Attendance by Remote Electronic Communication

The Town Council has developed various methods to allow for participation and attendance at Town Council, Board, Commission and Committee meetings. The following policy is established pursuant to the Maryland Open Meetings Act to allow members of Town Council, staff members, applicants or petitioners to participate in a Town Council meeting through electronic communication means from a remote location that is not open to the public, subject to the conditions and requirements of this Section. Public attendance to listen and/or view the proceedings of the Town Council may be made available through live streaming on the Town's online meeting platform or phone in.

The following provisions shall be applied strictly and uniformly, without exception, to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

A. On or before the day of a meeting, a Town Council member who wishes to participate through electronic means, when an in-person meeting has been scheduled, must notify the presiding officer that the member is unable to attend the meeting in-person.

B. Following receipt of notification as required by subsection A., remote participation by electronic communication is authorized if the Town Clerk makes arrangements for the voice of the remote participant to be heard by all persons who wish to participate or attend utilizing electronic means or conference call.

C. At the start of the meeting the presiding officer, shall advise the Town Council of the member's request for participation by remote electronic communication. The Town Clerk shall record in the minutes of the meeting the means from which the member participated (in person or online meeting platform).

Section 6-11. *Ex Parte* Communication

A. Prohibition.

1. *Ex parte* communication is prohibited. An *ex parte* communication includes an oral or written communication not on the public record to which reasonable prior notice to all parties is not given.
2. Such communication between Town Council members and interested persons is prohibited if relevant to the merits of a planning project or other Planning Commission proceeding that may eventually appear before the Town Council.
3. Town Council members should not discuss applications with applicants or other interested persons outside the confines of a public meeting, but should recommend that the person(s) contact Town staff with any questions or concerns.

B. Disclosure of *Ex Parte* Communications.

1. If a member does inadvertently engage in an *ex parte* communication, the Town Council member(s) should, at the next meeting in which the relevant application is to be discussed, state the nature of the communication.

2. The member shall submit for the record any written communication received, any written response to communication, state the substance of each oral communication received, and state the substance of any oral response to a communication.

3. Alternatively, the member may recuse himself or herself from discussion and voting on that specific application.

4. If a member does not disclose *ex parte* communications, they may be subject to the provisions of Chapter 20, Ethics of the Town Code, which addresses conflicts of interest and enforcement actions.

C. Permitted Communications.

1. Nothing in this section shall preclude the Town Council in any matter from obtaining any advice, counsel, or assistance from Town staff which are not party to or directly involved in a pending matter.

2. This includes, but is not limited to, the Chief Executive Officer, staff from the Department of Planning and Code Administration, and the Town Attorney.

SECTION 7 – BOARDS, COMMITTEES, COMMISSIONS, AND AUTHORITIES

Section 7-1. Appointments to Boards, Committees, Commissions, and Authorities

A. The appointments of Town Council Members to Boards, Committees, Commissions, and Authorities shall be approved by an affirmative vote of a majority of the members of the Town Council at the organizational meeting.

B. In the event of a vacancy, the Town Council may consider and approve a replacement at any regular meeting of the Town Council.

C. If the Town Council wishes, it may review appointments on an annual basis.

Section 7-2. Standing Committees of the Town Council

The Town Council may have Standing Committees of Council, to include but not limited to, financial and budgetary matters, land use and economic development matters, and the appointments of citizens to the Town's various Boards, Committees, and Commissions.

Section 7-3. The Creation of Standing Committees and New Committees

A. Any new Standing Committee of the Town Council shall be established by an ordinance.

B. Any new temporary committee shall be established by ordinance or resolution and shall specify the term during which the committee will remain in existence. No temporary committee shall be established for a term of more than 365 days, the period to run from the date the committee holds its initial meeting. The term of the temporary committee may be extended by Town Council through an ordinance or resolution for additional periods of up to 365 days each. A temporary committee shall cease to exist upon

1. the completion of its designated task or assignment;
2. the date it submits its final oral or written report to Town Counci;

3. the expiration of the term specified in the ordinance or resolution creating the committee or of any extension of its original term; or
4. three years from the date of its initial meeting, whichever occurs first.

C. No new committee shall be established until the Town Manager has issued a report with comments and recommendations regarding the creation of the committee. The Town Manager may delegate responsibility for preparing this report to any department head. The report required by this section shall include the comments and recommendations regarding:

1. The need for the committee and possible duplications or conflicts with other committees;

2. The appropriateness of a committee format to deal with the issues involved; and

3. The impact that creation of the committee will have on Town staff and resources, including: (a) the estimated total amount of Town staff time that will be required on an annual or other basis to staff the committee; (b) whether the committee can accomplish its assigned work with existing staff; and (c) if new staff will be required, the total amount of additional staffing that will be required and the projected annual cost of such additional staff.

SECTION 8 – GENERAL OPERATING POLICY

Section 8-1. Staff Attendance at Meetings Organized by Town Council Members

Members of Town Staff, in their official capacity, shall not be invited by the Mayor or Town Council Members to attend meetings which are political in nature. Additionally, any requests for a member of Town staff to attend a community meeting or event that has been organized by or is being hosted by a member of the Town Council shall be made directly to the Town Manager.

Section 8-2. Meetings with the Public, Staff, and the Mayor or Town Council Members

When possible, the balance of Town Council will be given reasonable advance notice of any meetings scheduled for and attended by the public, a member or members of Town

staff, and the Mayor or Town Council Members. A report by the Mayor or Town Council Member(s) in attendance should be given at the next Town Council meeting with a summary of the discussion and details of any follow-up action resulting from the meeting.

Section 8-3. Broadcasting Town Council Meetings

Recordings of regular meetings, special meetings, and public hearings of the Town Council shall be made available to the public and may be streamed via the Town's online meeting platform. The video of recorded meetings will be available as soon as practicable following the Town Council meeting.

Section 8-4. Minutes of the Town Council Meeting

The minutes of the Town Council meetings shall reflect the official actions of the Town Council. The minutes shall provide a summary of the discussion and record how Town Council voted on motions. The minutes will be considered for approval within a reasonable time following the meeting they record.

Statements to be Included in the Minutes. Any member of the Town Council who wishes to have a statement or comment included in the minutes shall make that known prior to making the statement and shall provide the Town Clerk with a written copy of his or her statement.

Section 8-5. Official Documents Issued by the Town Council

Official documents issued by the Mayor and Town Council include, but are not limited to, legislation (ordinances and resolutions), proclamations, official citations, and certificates of recognition. Official documents are generally prepared by the Department of Legislative Services at the direction of the Town Manager.[2] Signatures on legislation do not necessarily indicate agreement with the content of the legislation but rather that the signer witnessed the legislative procedures associated with the adoption of the legislation. When signers are not available to sign in person, permission will be obtained in advance for the use of their electronic signature.

A. Legislation: Actions requiring legislation are defined in Town Code. Any member of the Legislative Branch may propose legislation.

[2] Staff to ensure legislative documents (resolutions, ordinances) indicate they are "introduced by" the specific supporting Council member. The Director of Legislative Services will ensure compliance, with review by the Assistant Town Manager and Town Manager.

1. Ordinance: An ordinance is an action taken by the Town Council that creates a law that governs conduct within the jurisdiction. It is a municipal law that may be amended or repealed by the adoption of another ordinance. Ordinances must be read at least twice in separate meetings and are adopted during a regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council. Ordinances are signed by the Town Council.

2. Emergency Ordinance: Extenuating circumstances may require the Town Council to adopt an ordinance after only one reading. In such circumstances, the Town Council adopts an emergency ordinance by means of an affirmative majority vote of a quorum of the Town Council. Emergency ordinances are signed by the Town Council.

3. Resolution: A resolution is an official declaration of the wishes and opinions of a municipal body. A resolution may be issued to formally express the Town Council's policy or to make a public statement from the Town Council. A "motion" is used by the Town Council to indicate approval or denial of a procedural action. Resolutions are adopted during a regular meeting of the Town Council by means of an affirmative vote of a majority of a quorum of the Town Council. Resolutions are signed by the Town Council.

B. Proclamation: A proclamation is an official declaration issued by the Town Council to make something known, a public and official announcement. Proclamations are generally issued at the last regular meeting of the Town Council of the month at a regular meeting of the Council but may be issued at a special meeting. Proclamations may be requested by the Mayor, Town Council, Town Staff, or members of the community. Proclamations are signed by the Town Council.

1. Official Proclamation: An official proclamation may be required by Town or State Code to announce actions taken by the Town Council when legislation is not required or has already been adopted, such as the declaration of a state of emergency or the cessation of annexation proceedings.

2. Ceremonial Proclamation: A proclamation may also serve as a ceremonial document issued by the Council to commemorate a specific time period (day, week, or month) to increase public awareness of issues with the hope

of improving the well-being of our citizens, to recognize and celebrate the extraordinary achievements of La Plata residents and non-profit organizations, and to honor occasions of importance and significance to La Plata residents. Ceremonial proclamations are not legally binding and should not be interpreted as a policy endorsement.

C. Official Citation: An official citation may be issued to individuals, groups, businesses, or organizations to recognize outstanding achievements such as a grand opening of a business, business anniversary, or similar achievement, in recognition of a specific event or occasion such as an anniversary, a milestone birthday, Boy Scout Eagle Award, Girl Scout Gold Award, retirement, a memorial service, a significant contribution to the community, award ceremonies, or a similar achievement. Official citations may be requested by the Mayor, Town Council, Town Staff, or members of the community. Official citations are signed by the Mayor or Mayor Pro Tem.

D. Certificate of Recognition: A certificate of recognition is provided to a local individual. . Certificates of recognition are signed by individual Town Council Members.

Section 8-6. Amending the Rules of Procedure

The rules of procedure may be amended at any regular meeting, or at any properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting. Adoption of amendments to the rules of procedure shall require an affirmative vote of a majority of a quorum of the Town Council. Amendments to the rules of procedure become effective upon adoption.

Section 8-7. Special Rules of Procedure

The Town Council may adopt its own special rules of procedure to cover situations that are not adequately addressed in these Rules of Procedure. Adoption of a special rule of procedure shall require an affirmative vote of a majority of a quorum of the Town Council.

Exhibit A to Resolution 26-23
Adopted: April 28, 2026

COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-24

Introduced By: **Mayor Jeannine E. James, by request**

Date Introduced: **April 28, 2026**

Date Adopted:

Date Effective:

A RESOLUTION concerning

Keep La Plata Beautiful

FOR the purpose of repealing Resolution 19-18, establishing the Keep La Plata Beautiful (KLB) Committee and the composition of the membership; and all matters related thereto.

* * * * * * * * * * * * * * * * * *

WHEREAS, the Council of the Town of La Plata ("Town Council") desires to promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds; and

WHEREAS, by Resolution 19-18, adopted August 26, 2019, the Council of the Town of La Plata ("Town Council") created the Keep La Plata Beautiful Committee and established the composition of the committee's membership; and

WHEREAS, the Town Council desires to enhance community programs and services by strengthening services and programs with adequate staffing and technical expertise by regularly assessing staffing levels and position placement effectiveness and evaluating areas of improvement in services, programs, and technical expertise as part of the annual budget process.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that Resolution 19-18 adopted by the Council of the Town of La Plata on August 26, 2019, be and it is hereby rescinded in its entirety upon the effective date of Resolution 26-24.

ADOPTED AND APPROVED by the Council of the Town of La Plata on _____.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-25

Introduced By: **Mayor Jeannine E. James, by request**

Date Introduced: **April 28, 2026**

Date Adopted:

Date Effective:

A RESOLUTION concerning

Code of Civility

FOR the purpose of formally adopting a Code of Civility to govern the conduct of elected officials, appointed officials, staff, applicants, and members of the public participating in the affairs of the Town of La Plata; affirming standards of respectful engagement in the conduct of Town business; and all matters generally relating thereto.

* * * * * * * * * * * * * * * * * *

WHEREAS, the Town of La Plata is committed to conducting the public's business in a manner that promotes trust, transparency, accountability, and effective governance; and

WHEREAS, civility is synonymous with courtesy, politeness, graciousness, tolerance, consideration, and respect, and is attained through disciplined action and expression, particularly in circumstances involving disagreement or competing viewpoints; and

WHEREAS, civility requires elected and appointed officials, as well as staff, applicants, and members of the public, to comport themselves in a manner that permits honest efforts at understanding the views, reasoning, and perspectives of others, even when consensus is not achieved; and

WHEREAS, the Mayor and Council recognize that vigorous debate is fundamental to representative government, but that debate must be conducted in a manner that preserves decorum, promotes rational discourse, and safeguards the dignity of all participants; and

WHEREAS, a failure to maintain standards of civility undermines public confidence, distracts from substantive policy issues, damages working relationships necessary for effective municipal operations, and ultimately impairs the Town's ability to serve its

residents; and

WHEREAS, a clearly articulated Code of Civility establishes behavioral expectations, reinforces professional standards, and provides guidance to those engaged in the legislative and administrative functions of the Town; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that the Code of Civility attached hereto is hereby adopted and incorporated by reference as an official policy of the Town of La Plata shall take effect immediately upon adoption; and

BE IT FURTHER RESOLVED, that the standards set forth in the Code of Civility shall apply to elected officials, appointed officials, Town staff, applicants, and members of the public participating in meetings or official proceedings of the Town, consistent with applicable law and constitutional protections; and

BE IT FURTHER RESOLVED, that nothing in the Code of Civility shall be construed to limit lawful speech, legislative prerogative, or statutory authority, but rather to promote conduct that advances respectful engagement and effective governance; and

BE IT FURTHER RESOLVED, that by signing this Resolution, the Mayor and each member of the Council publicly affirm their support for the Code of Civility and declare their personal commitment to conduct themselves in accordance with its principles; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

Town of La Plata

CODE OF CIVILITY

Purpose: The purpose of this Code of Civility is to promote respect, professionalism, and orderly conduct in all Town business.

The Town of La Plata encourages open expression, active listening, informed participation, and good-faith dialogue among officials, staff, and members of the public. Nothing herein is intended to limit lawful freedom of expression. Vigorous debate strengthens public decision-making when it is grounded in facts and conducted without intimidation, harassment, obscenity, or personal hostility.

All interactions connected to Town business should reflect the standards expected of those entrusted with public responsibility.

I. Professional Respect

A. Speak and act politely, respectfully, and reasonably.
   a. Refrain from personal attacks, name-calling, and profanity.
   b. Do not use physical gestures that are intended to demean or harass another.
   c. Maintain a composed tone.
   d. Speak in turn, allow others to finish, and engage without raising your voice or speaking over others.
   e. Use language that reflects professionalism and restraint.

B. Be a positive role model in all discussions. Listen actively and address others in the discussion with respect.

C. Be considerate of others' time. Use your allotted time effectively and respect time limitations. Maintain a single, orderly discussion without crosstalk or side conversations.

D. When disagreeing with others, focus on the merits of the issue and not the individual. Recognize that people may have different opinions.

E. If your perspective does not prevail, be willing to discuss the outcome constructively. Describe others' positions the way you would like others to describe yours.

F. Understand and respect that the staff's role is to provide objective information and expert opinion, even if your personal views differ. Address staff with professionalism. Raise concerns about performance or conduct through established administrative processes rather than during public confrontation.

II. Responsibility

A. Enhance democratic processes individually and collectively. Be informed and prepared for public meetings. Encourage others to be informed and involved.

B. Communicate clearly and transparently. Present agenda items and proposals in good faith, with legitimate municipal purpose and stated reasoning.

C. Distinguish your opinions from facts. Ensure your statements of fact are accurate and verifiable.

D. Approach new information with inquiry and good faith, seek common ground where possible, and use public meetings and communications to advance substantive policy discussion.

E. Be accountable for your words and actions. Recognize and apologize if you fall short of this code's standards.

COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-26

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**April 28, 2026**
Date Adopted:	
Date Effective:	**Scheduled for July 1, 2026**

A RESOLUTION concerning

Law Enforcement Officers' Pension System Pick-Up

FOR the purpose of confirming the Town of La Plata as an approved employer with respect to the Law Enforcement Officers' Pension System ("LEOPS"), and that the Town of La Plata shall pick up all of the mandatory employee contributions for La Plata officers participating in the LEOPS, in accordance with Annotated Code of Maryland, State Personnel and Pensions Article; and all matters generally relating thereto.

* * * * * * * * * * * * * * * * * *

WHEREAS, the Town of La Plata is currently a participating governmental unit in the Employees' Pension System ("EPS") and has elected to become a participating governmental unit in the Law Enforcement Officers' Pension System ("LEOPS") effective on July 1, 2026; and

WHEREAS, eligible law enforcement officers employed by the La Plata Police Department ("officers") will be eligible to participate in the LEOPS effective July 1, 2026, and all new officers hired on or after July 1, 2026, will be enrolled in the LEOPS; and

WHEREAS, the Council of the Town La Plata has the authority to adopt this resolution on behalf of La Plata, Maryland; and

WHEREAS, the State Retirement Agency has adopted procedures for reporting picked-up contributions in order to provide consistency in the administration of State law; and

WHEREAS, in accordance with Annotated Code of Maryland, State Personnel and Pensions Article ("SPP"), § 21-313, an approved employer may pick-up all of the mandatory employee contributions for its employees participating in the Maryland State Retirement and Pension System; and

WHEREAS, the Town of La Plata, Maryland, previously became an approved employer with respect to the EPS in accordance with SPP § 21-313, and now desires to confirm that it is an approved employer with respect to the LEOPS, and to pick up all of the mandatory employee contributions for La Plata officers participating in the LEOPS.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that beginning on and after July 1, 2026, which is the effective date of the Town of La Plata's participation in the LEOPS, the Town of La Plata has determined to pick up all of the mandatory contributions by the officers who are members of the LEOPS through a payroll reduction; and

BE IT FURTHER RESOLVED, that said picked-up contributions paid by payroll reduction, even though designated as employee contributions for state law purposes, are being paid by La Plata in lieu of said contributions by the employee; and

AND BE IT FURTHER RESOLVED, that the pick-up treatment shall continue for all employees of La Plata who participate in the EPS; and

AND BE IT FURTHER RESOLVED, that said members of the EPS and the LEOPS shall not be entitled to any option of choosing to receive the contributed amounts directly instead of having them paid by the Town of La Plata to the EPS and the LEOPS, and that this pick-up applies to mandatory contributions that the employee is required to make to EPS and LEOPS.

BE IT FURTHER RESOLVED, that this Resolution shall take effect on July 1, 2026.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-27

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**April 28, 2026**
Date Adopted:	
Date Effective:	**Scheduled for July 1, 2026**

A RESOLUTION concerning

Transfer to the Law Enforcement Officers' Pension System

FOR the purpose of withdrawing eligible law enforcement officers employed by the La Plata Police Department from the Employees' Pension System and transferring such officers to the Law Enforcement Officers' Pension System; and all matters generally relating thereto.

* * * * * * * * * * * * * * * * *

WHEREAS, the Council of the Town of La Plata, Maryland ("Town Council"), on behalf of the Town of La Plata, Maryland (collectively "La Plata"), has determined it would be in the best interests of the La Plata and its citizens, and the law enforcement officers employed by the La Plata Police Department ("Officers"), to withdraw eligible Officers from the Employees' Pension System ("EPS") and transfer them to the Law Enforcement Officers' Pension System ("LEOPS") operated and maintained by the Board of Trustees for the Maryland State Retirement and Pension System ("System") for eligible law enforcement personnel throughout the State of Maryland; and

WHEREAS, in accordance with the Annotated Code of Maryland, State Personnel and Pensions Article ("SPP"), § 31-2A-03(a), at least sixty percent (60%) of the eligible Officers have petitioned to become members of LEOPS, and have elected to withdraw and make a transfer from the EPS to the LEOPS under the terms and conditions appertaining thereto; and

WHEREAS, in accordance with SPP § 31-2A-03(a)(1), a Resolution of the Town Council is required by the System to approve and effectuate participation of eligible Officers in the LEOPS.

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby authorizes, approves, and agrees to implement the LEOPS for eligible Officers in the La Plata Police

Department, and further agrees to the withdrawal of such Officers from the EPS and the transfer of such Officers to the LEOPS; and

BE IT FURTHER RESOLVED, that Town Council approves the withdrawal of Officers from the EPS effective on June 30, 2026, at 11:59 p.m., and participation in the LEOPS effective on July 1, 2026, at 12:00 a.m., pursuant to Maryland Annotated Code, State Personnel and Pension Article, § 31-2A-03(a) and § 31-302; and

AND BE IT FURTHER RESOLVED, by the Town Council, that in accordance with SPP § 26-202(b)(1)(vi)2 and (2), eligible Officers shall have a one-time irrevocable election to join and participate in the LEOPS effective July 1, 2026, by submitting a written application to the State Retirement Agency before July 1, 2026; and

AND BE IT FURTHER RESOLVED, by the Town Council, that in accordance with SPP §§ 26-201(a)(6), 26-202(a), and 31-2A-03(a)(2)(iii), all eligible Officers hired on or after July 1, 2026, shall not be entitled to join the EPS, but shall be in and part of the LEOPS.

AND BE IT FURTHER RESOLVED, that this Resolution shall take effect on July 1, 2026.

ADOPTED AND APPROVED by the Council of the Town of La Plata on this _____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Shelby Pritchett
Town Clerk

_____
Tyjon C. Johnson, Councilman

Date_____

Town of La Plata

Mayor
Jeannine E. James

Council
Paul C. Guttenberg
Patrick McCormick
Gregory Sampson, Jr.
Tyjon C. Johnson

Town Manager
Chuck Stevens

Assistant Town Manager
Michelle D. Miner

Tentative Agenda Item Forecast

The following is a list of items tentatively scheduled for Town Council consideration/discussion within the next several weeks (list is not all-inclusive). The scheduled items are tentative and should be verified prior to the meeting. All meetings begin at 6:00 p.m. unless otherwise noted below. The final agenda will be posted on the Town's website https://www.townoflaplata.org/ on the Friday before a scheduled meeting. The public may sign up to speak at Town Council meetings during scheduled public hearings or during the Public Comment portion of any Town Council Meeting.

May 12, 2026 – Town Council Meeting:

- Adoption of an Ordinance for FY 2027 Tax Rates
- Adoption of an Ordinance for FY 2027 Fee Schedule
- Adoption of an Ordinance for FY 2027 Financial Plan Budget
- Adoption of an Ordinance for the Sustainability Advisory Committee
- Adoption of an Ordinance for the Anti-Harassment Policy for Elected Officials
- Adoption of an Ordinance for Revision of the Zoning Code (Adequate Public Facilities Requirements)
- Adoption of an Ordinance for Revision of Subdivision and Land Development (School Seat Allocations)

Other items may include: Discussion of an Artificial Intelligence Policy; a presentation and discussion concerning the Dorchester Community Center; Proclamations for Bike-To-Work Day, National Police Week, and National Public Works Week; annual Boards and Commissions liaison assignments for Town Council members; and potential legislation concerning a "Resign To Run" ordinance and an update to the Employee Handbook.