

Utilities Enterprise Fund Summary

Sources of Funding	Actual	Original	Adjusted	Budget	% Change	% Change
	FY 17	Budget FY 18	Budget FY 18		From Orig. FY 18	From Adj. FY 18
MES Reimbursement	\$14,520	\$20,000	\$20,000	\$15,000	-25.00%	-25.00%
Water Usage	4,504,476	4,546,000	4,546,000	5,005,780	10.11%	10.11%
Sewer Usage	5,771,826	5,828,000	5,828,000	6,063,300	4.04%	4.04%
Lateral/Meter Service	6,083	10,000	10,000	6,500	-35.00%	-35.00%
Interest Income	138,570	30,000	30,000	50,000	66.67%	66.67%
Rents	194,488	190,000	190,000	209,000	10.00%	10.00%
Miscellaneous	147,811	65,700	65,700	88,000	33.94%	33.94%
Transfer from General Fund	204,490	212,110	212,110	207,820	-2.02%	-2.02%
Total Sources of Funding	\$10,982,264	\$10,901,810	\$10,901,810	\$11,645,400	6.82%	6.82%

Uses of Funding	Actual	Original	Adjusted	Budget	% Change	% Change
	FY 17	Budget FY 18	Budget FY 18		From Orig. FY 18	From Adj. FY 18
BOU Administration	\$1,716,262	\$1,825,610	\$1,823,890	\$1,723,800	-5.58%	-5.49%
Board of Education Facilities	198,443	212,110	212,110	207,820	-2.02%	-2.02%
Freedom Sewer	3,082,496	2,577,145	2,595,201	2,783,690	8.01%	7.26%
Freedom Water	3,420,506	3,005,214	3,010,692	3,337,410	11.05%	10.85%
Hampstead Sewer	1,124,496	893,705	900,378	942,500	5.46%	4.68%
Other Water and Sewer	178,224	122,013	122,013	124,900	2.37%	2.37%
Capital - Repair, Replace, Rehabilitate	1,261,837	2,266,013	2,237,526	2,525,280	11.44%	12.86%
Total Uses of Funding	\$10,982,264	\$10,901,810	\$10,901,810	\$11,645,400	6.82%	6.82%

Enterprise Fund budgets are presented based on cash expenses, depreciation is not included, and bond principal has been added. The line item Capital - Repair, Replace, Rehabilitate captures the annual amount generated by the operating revenue available to repair, replace, or rehabilitate capital assets.

Utilities Operating Summary

	Actual FY 17	Original Budget FY 18	Adjusted Budget FY 18	Budget FY 19	% Change From Orig. FY 18	% Change From Adj. FY 18
BOU Administration	\$1,716,262	\$1,825,610	\$1,823,890	\$1,723,800	-5.58%	-5.49%
Board of Education Facilities	198,443	212,110	212,110	207,820	-2.02%	-2.02%
Freedom Sewer	3,082,496	2,577,145	2,595,201	2,783,690	8.01%	7.26%
Freedom Water	3,420,506	3,005,214	3,010,692	3,337,410	11.05%	10.85%
Hampstead Sewer	1,124,496	893,705	900,378	942,500	5.46%	4.68%
Other Water and Sewer	178,224	122,013	122,013	124,900	2.37%	2.37%
Total Utilities Operations	\$9,720,427	\$8,635,797	\$8,664,284	\$9,120,120	5.61%	5.26%

Mission and Goals

To keep all water and sewer systems at peak performance, without interruptions in service, while protecting the environment.

Goals include:

- Protect the environment while continuing to comply with State and Federal regulations
- Monitor areas of growth to be proactive in determining future needs for facilities

Highlights, Changes, and Useful Information

- There are five County operated wastewater treatment systems. The Freedom Sewer System serves 6,889 sewer accounts. The system has 126 miles of collection lines and 13 pumping stations. The Hampstead Sewer System serves 2,275 accounts. The system includes Hampstead Wastewater Treatment Plant, 35 miles of collection lines, and seven pumping stations. Other sewer systems include South Carroll Wastewater Treatment Plant, Runnymede Wastewater Treatment Plant, and Pleasant Valley Community Sewer.
- There are three water treatment facilities operated by the County. The Bark Hill Community Water System is a groundwater system that includes a 100,000 gallon water tank and serves 62 accounts. The Pleasant Valley Community Water System is a groundwater system that serves 53 accounts. The Freedom Water System includes a water treatment plant to treat water drawn from Liberty Reservoir, 140 miles of water distribution lines, and 4 water tanks that serve 8,517 water accounts.

Budget Changes

- The increase from FY 18 Original to Adjusted is due to salary adjustments.
- BOU Administration decreases due to a reduction in debt service.
- Freedom Sewer MES increases due to operating impacts associated with the County's contract with Maryland Environmental Services (MES).
- Freedom Water increases due to water purchases from the City of Baltimore.

Bureau of Utilities Administration

Description	Actual FY 17	Original Budget FY 18	Adjusted Budget FY 18	Budget FY 19	% Change From Orig. FY 18	% Change From Adj. FY 18
Personnel	\$396,195	\$427,150	\$425,430	\$436,900	2.28%	2.70%
Benefits	221,234	240,130	240,130	274,710	14.40%	14.40%
Operating	788,748	1,027,830	1,027,830	877,290	-14.65%	-14.65%
Capital	310,085	130,500	130,500	134,900	3.37%	3.37%
Total	\$1,716,262	\$1,825,610	\$1,823,890	\$1,723,800	-5.58%	-5.49%
Employees FTE	7.65	7.60	7.60	7.60	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

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Mission and Goals

To keep all facilities, including water booster stations, sewer pumping stations, water and wastewater treatment plants, distribution lines, and collection systems at peak performance with no interruptions in service.

Goals include:

- Maintain all equipment to keep facilities operational at all times
- Continue to protect the environment while complying with all State and Federal regulations

Description

The funds in this budget support the administration and accounting of water and wastewater facilities including:

- Thirteen sewer pumping stations and 126 miles of collection lines in the Freedom District
- Seven sewer pumping stations and 35 miles of collection lines in the Hampstead area
- Five wastewater treatment plants
- Water booster stations and 140 miles of water distribution lines
- Six water tanks
- Four groundwater facilities
- Four water treatment facilities

Total of number of households served:

2014	2015	2016	2017
10,802	10,815	10,882	10,915

Budget Changes

- The increase from FY 18 Original to Adjusted is due to salary adjustments, reclassifications, and employee turnover.
- A 3% salary increase is included in FY 19.
- Operating decreases due to debt service.

Board of Education Facilities

Description	Actual FY 17	Original Budget FY 18	Adjusted Budget FY 18	Budget FY 19	% Change From Orig. FY 18	% Change From Adj. FY 18
Personnel	\$62,738	\$66,400	\$66,400	\$68,020	2.44%	2.44%
Benefits	44,610	46,400	46,400	49,890	7.52%	7.52%
Operating	48,372	74,310	74,310	78,910	6.19%	6.19%
Capital	42,723	25,000	25,000	11,000	-56.00%	-56.00%
Total	\$198,443	\$212,110	\$212,110	\$207,820	-2.02%	-2.02%
Employees FTE	1.34	1.34	1.34	1.34	-----	-----

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Mission

To operate and maintain the wastewater treatment plants for the Board of Education Facilities and to meet the needs of the schools served.

Description

Funds in this budget are used to operate and maintain the following facilities serving schools:

- South Carroll Wastewater Treatment Plant
- Winfield Sewer Pumping Station
- Runnymede Wastewater Treatment Plant
- Francis Scott Key Pumping Station

Budget Changes

- A 3% salary increase is included in FY 19.
- Operating increases due to costs for chemicals and lab testing equipment.
- Capital decreases due to one-time site improvements in FY 18.

Freedom Sewer

Description	Actual FY 17	Original Budget FY 18	Adjusted Budget FY 18	Budget FY 19	% Change From Orig. FY 18	% Change From Adj. FY 18
Personnel	\$307,176	\$340,900	\$358,956	\$369,120	8.28%	2.83%
Benefits	207,576	224,185	224,185	244,200	8.93%	8.93%
Operating	1,750,237	1,972,660	1,972,660	2,100,170	6.46%	6.46%
Capital	817,506	39,400	39,400	70,200	78.17%	78.17%
Total	\$3,082,496	\$2,577,145	\$2,595,201	\$2,783,690	8.01%	7.26%
Employees FTE	7.50	7.50	7.50	7.50	-----	-----

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Mission

To maintain and operate the Freedom Sewer system at peak performance, with no interruptions in service, while protecting the environment.

Description

Funds in this budget are used to operate and maintain the following facilities:

- 126 miles of collections lines
- 13 pumping stations
- A wastewater treatment plant

The Freedom Sewer system serves approximately 6,889 sewer accounts.

The wastewater treatment plant can process 3.5 million gallons per day. The County generates 88% of the flows and the State generates 12%. Maryland Environment Services (MES) owns and operates the plant.

Budget Changes

- The increase from FY 18 Original to Adjusted is due to salary adjustments.
- A 3% salary increase is included in FY 19.
- Operating increases due to a contract increase with MES.
- Capital increases due to one-time site improvements at various pump stations.

Freedom Water

Description	Actual FY 17	Original Budget FY 18	Adjusted Budget FY 18	Budget FY 19	% Change From Orig. FY 18	% Change From Adj. FY 18
Personnel	\$644,385	\$674,597	\$680,075	\$692,070	2.59%	1.76%
Benefits	360,159	363,662	363,662	431,260	18.59%	18.59%
Operating	1,397,201	1,721,155	1,721,155	2,013,180	16.97%	16.97%
Capital	1,018,762	245,800	245,800	200,900	-18.27%	-18.27%
Total	\$3,420,506	\$3,005,214	\$3,010,692	\$3,337,410	11.05%	10.85%
Employees FTE	14.50	14.65	14.65	14.65	-----	-----

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- Operating increases due to City of Baltimore water costs.
- Capital decreases due to one-time costs in FY 18 for Raincliffe Wells, partially offset by one-time site improvements at the Freedom Water Treatment Plant in FY 19.

Mission

To provide the customers of the Freedom District with a potable water supply that meets or exceeds State standards.

Description

The Freedom area water-system includes:

- 139 miles of distribution lines
- One booster station
- Four water tanks
- Two ground wells

The Freedom Water system serves approximately 8,517 accounts.

The 4 million gallon water treatment plant was built in 2009. All water treated is purchased from Baltimore City and is taken from Liberty Reservoir. There is one booster station, located at Martz Road, needed to move the water through the distribution lines in areas of low pressure in the system.

The four water tanks are located at:

- Kabik Court
- Martz Road
- Linton Road
- Liberty High School

The total holding capacity of the tanks is approximately 3 million gallons. The tanks are necessary to maintain the pressure in the system during times of heavy usage and for fire suppression efforts.

Budget Changes

- The increase from FY 18 Original to Adjusted is due to salary adjustments and employee turnover.
- A 3% salary increase is included in FY 19.
- Benefits increase due to employee turnover.

Hampstead Sewer

Description	Actual FY 17	Original Budget FY 18	Adjusted Budget FY 18	Budget FY 19	% Change From Orig. FY 18	% Change From Adj. FY 18
Personnel	\$190,734	\$199,810	\$206,483	\$206,000	3.10%	-0.23%
Benefits	141,429	145,640	145,640	151,160	3.79%	3.79%
Operating	486,025	506,055	506,055	548,640	8.42%	8.42%
Capital	306,308	42,200	42,200	36,700	-13.03%	-13.03%
Total	\$1,124,496	\$893,705	\$900,378	\$942,500	5.46%	4.68%
Employees FTE	4.00	4.15	4.15	4.15	-----	-----

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Mission

To maintain and operate the Hampstead sewer system at peak performance, without interruptions in service, while protecting the environment.

Description

The Hampstead sewer system services approximately 2,275 accounts and consists of:

- 35 miles of collection lines
- Seven pumping stations
- A wastewater treatment plant

The seven pumping stations include:

- North
- Small Crossings
- Shiloh
- North Carroll Farms
- South Hampstead
- Eagle Ridge
- Robert's Field

The pumping stations are needed to move the wastewater through the collection lines in areas where the force of gravity is not sufficient to do so.

Budget Changes

- The increase from FY 18 Original to Adopted is due to salary adjustments.
- A 3% salary increase is included in FY 19.
- Operating increases due to an increase in vendor costs for services such as meter reading, sludge hauling, and chemical/lab costs.
- Capital decreases due to one-time site improvements in FY 18, partially offset by one-time equipment replacements in FY 19.

Other Water/Sewer

Description	Actual FY 17	Original Budget FY 18	Adjusted Budget FY 18	Budget FY 19	% Change From Orig. FY 18	% Change From Adj. FY 18
Personnel	\$30,900	\$33,750	\$33,750	\$34,550	2.37%	2.37%
Benefits	21,252	23,743	23,743	24,730	4.16%	4.16%
Operating	47,374	57,020	57,020	63,120	10.70%	10.70%
Capital	78,698	7,500	7,500	2,500	-66.67%	-66.67%
Total	\$178,224	\$122,013	\$122,013	\$124,900	2.37%	2.37%
Employees FTE	0.66	0.66	0.66	0.66	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

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Mission

To maintain and operate the small sewer/water systems at peak performance, without interruptions in service, while protecting the environment.

Description

The funds in this budget support the following systems:

- Bark Hill Water
- Pleasant Valley Water
- Pleasant Valley Sewer

Bark Hill serves 62 accounts using two wells, a treatment plant, a 100,000 gallon water tank, and distribution lines.

Pleasant Valley water and sewer systems serve 53 accounts. The wastewater is gravity fed into the wastewater treatment plant and the water system includes one well and a 50,000 gallon water tank.

Budget Changes

- A 3% salary increase is included in FY 19.
- Operating increases due to vendor costs for sludge hauling and chemical/lab costs.
- Capital decreases due to the one-time site-improvements in FY 18.

COMMUNITY INVESTMENT PLAN FOR FISCAL YEARS 2019 TO 2024

	2019	2020	2021	2022	2023	2024	Prior Allocation	Balance To Complete	Total Project Cost
UTILITIES ENTERPRISE FUND:									
Billing Software	\$0	\$0	\$0	\$0	\$28,000	\$0	\$0	\$0	\$28,000
Fairhaven Well House Rehabilitation	0	0	125,000	0	0	0	0	0	125,000
Freedom Sewer Rehabilitation	0	175,000	181,000	190,000	204,000	210,000	0	0	960,000
Freedom Wells and Connections	765,000	97,000	367,000	250,000	836,000	0	217,000	0	2,532,000
Freedom WTP Membrane Replacement	174,000	174,000	174,000	174,000	174,000	174,000	0	0	1,044,000
Hampstead Sewer Rehabilitation	0	55,000	264,000	280,000	290,000	310,000	0	0	1,199,000
Hydrant Replacements	160,000	99,000	0	0	0	0	124,000	0	383,000
North Pump Station Upgrade	0	180,000	0	0	0	0	2,260,000	0	2,440,000
Patapsco Valley Pump Station Upgrade	0	0	0	0	0	305,000	0	2,210,000	2,515,000
Pleasant Valley WWTP Rehabilitation	0	0	0	0	0	387,000	0	0	387,000
Raincliffe WTP Rehabilitation	231,000	0	0	0	0	0	0	0	231,000
Runnymede Wastewater Treatment Facility Rehabilitation	0	0	0	0	297,000	0	0	0	297,000
Sewer Grinder Installation/Rehabilitation	60,500	60,500	60,500	0	0	0	0	0	181,500
Sewer Manhole Rehabilitation	0	80,000	83,000	87,000	91,000	96,000	0	0	437,000
Sewer Pipe Repair, Replacement, and New Installations	0	110,000	116,000	121,000	128,000	134,000	0	0	609,000
Shiloh Pump Station Expansion	0	0	0	0	220,000	1,455,000	0	0	1,675,000
South Carroll Wastewater Treatment Facility Rehabilitation	0	385,000	0	0	0	0	0	0	385,000
Standby Generator Replacement	0	147,000	144,000	37,000	66,000	66,000	0	0	460,000
Stream Bank Stabilization	99,000	0	0	0	0	0	0	0	99,000
Sykesville Pump Station Expansion	0	0	0	0	290,000	2,106,000	0	0	2,396,000
Tank Rehabilitations and Replacements	640,000	640,000	640,000	640,000	640,000	640,000	0	0	3,840,000
Town of Sykesville Streetscape Water and Sewer Upgrades	700,000	715,000	737,000	0	0	0	550,000	0	2,702,000
Town of Sykesville Water and Sewer Upgrades	0	0	1,065,000	1,090,000	1,122,000	0	0	0	3,277,000
Warfield Complex Water/Sewer Rehabilitation	335,500	0	0	0	0	0	0	0	335,500
Water Main Loops	0	440,000	440,000	440,000	440,000	440,000	352,000	0	2,552,000
Water Main Valve Replacements	357,000	357,000	357,000	357,000	357,000	357,000	0	0	2,142,000
Water Meters	610,500	632,500	649,000	671,000	687,500	709,500	0	0	3,960,000
Water Service Line Replacement	268,400	281,800	295,900	310,800	326,700	342,600	0	0	1,826,200
Water/Sewer Studies	324,500	280,500	0	0	0	0	968,000	0	1,573,000
Winfield Pump Station Rehabilitation	0	0	0	181,500	0	0	0	0	181,500
UTILITIES ENTERPRISE FUND TOTAL	\$4,725,400	\$4,909,300	\$5,698,400	\$4,829,300	\$6,197,200	\$7,732,100	\$4,471,000	\$2,210,000	\$40,772,700
SOURCES OF FUNDING:									
Transfer from General Fund	\$0	\$385,000	\$0	\$181,500	\$297,000	\$0	\$0	\$0	\$863,500
Transfer from IDA	300,000	0	0	0	0	0	0	0	300,000
Enterprise Fund - Utilities	0	0	0	0	0	0	550,000	0	550,000
Utilities Maintenance Fee	640,000	640,000	640,000	640,000	640,000	640,000	352,000	0	4,192,000
Utilities Sewer User Fees	631,979	1,255,500	1,749,500	1,260,000	1,609,000	3,083,500	1,130,000	0	10,719,479
Reallocated Utilities Sewer User Fees	95,271	0	0	0	0	0	0	0	95,271
Utilities Water User Fees	3,058,150	2,538,800	3,308,900	2,747,800	3,396,200	2,023,100	1,309,000	0	18,381,950
Area Connection Charges	0	90,000	0	0	255,000	1,985,500	1,130,000	2,210,000	5,670,500
UTILITIES ENTERPRISE FUND TOTAL	\$4,725,400	\$4,909,300	\$5,698,400	\$4,829,300	\$6,197,200	\$7,732,100	\$4,471,000	\$2,210,000	\$40,772,700

Community Investment Plan - Schedule of Reappropriations
Fiscal Year 2019

Reappropriations may occur when there are unspent budgeted funds from a completed or cancelled project or when there is an unallocated project that holds funds for future use.

Enterprise Funds

	Project		Amount/Source		
	From	To	Current	Bonds	Other
6426 West Hampstead Sewer		6385 Water/Sewer Studies	\$95,271.45		
		Total	\$95,271.45	\$0.00	\$0.00