

Utilities Enterprise Fund Summary

Sources of Funding	Actual	Original	Adjusted	Budget	% Change	% Change
	FY 16	Budget FY 17	Budget FY 17		FY 18	From Orig. FY 17
MES Reimbursement	\$16,717	\$25,000	\$25,000	\$20,000	-20.00%	-20.00%
Water Usage	4,291,350	4,468,385	4,468,385	4,546,000	1.74%	1.74%
Sewer Usage	5,762,555	5,862,166	5,862,166	5,828,000	-0.58%	-0.58%
Lateral/Meter Service	27,121	0	0	10,000	0.00%	0.00%
Interest Income	408,012	18,000	18,000	30,000	66.67%	66.67%
Rents	176,301	146,000	146,000	190,000	30.14%	30.14%
Miscellaneous	2,490,831	95,319	95,319	65,700	-31.07%	-31.07%
Transfer from General Fund	189,350	204,490	204,490	212,110	3.73%	3.73%
Total Sources of Funding	\$13,362,237	\$10,819,360	\$10,819,360	\$10,901,810	0.76%	0.76%

Uses of Funding	Actual	Original	Adjusted	Budget	% Change	% Change
	FY 16	Budget FY 17	Budget FY 17		FY 18	From Orig. FY 17
BOU Administration	\$1,334,299	\$1,834,190	\$1,833,730	\$1,825,610	-0.47%	-0.44%
Board of Education Facilities	205,514	204,750	207,550	212,110	3.59%	2.20%
Freedom Sewer	3,090,388	2,515,745	2,544,146	2,577,145	2.44%	1.30%
Freedom Water	3,842,760	2,920,035	2,927,905	3,005,214	2.92%	2.64%
Hampstead Sewer	1,061,908	899,260	892,375	893,705	-0.62%	0.15%
Other Water and Sewer	194,946	103,405	104,773	122,013	18.00%	16.45%
Capital - Repair, Replace, Rehabilitate	7,080,101	2,341,975	2,308,881	2,266,013	-3.24%	-1.86%
Total Uses of Funding	\$16,809,916	\$10,819,360	\$10,819,360	\$10,901,810	0.76%	0.76%

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 16	Original Budget FY 17	Adjusted Budget FY 17	Budget FY 18	% Change From Orig. FY 17	% Change From Adj. FY 17
BOU Administration	\$1,334,299	\$1,834,190	\$1,833,730	\$1,825,610	-0.47%	-0.44%
Board of Education Facilities	205,514	204,750	207,550	212,110	3.59%	2.20%
Freedom Sewer	3,090,388	2,515,745	2,544,146	2,577,145	2.44%	1.30%
Freedom Water	3,842,760	2,920,035	2,927,905	3,005,214	2.92%	2.64%
Hampstead Sewer	1,061,908	899,260	892,375	893,705	-0.62%	0.15%
Other Water and Sewer	194,946	103,405	104,773	122,013	18.00%	16.45%
Total Utilities Operations	\$9,729,815	\$8,477,385	\$8,510,479	\$8,635,797	1.87%	1.47%

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 6,855 sewer accounts. The system has 126 miles of collection lines and 13 pumping stations. The Hampstead Sewer System serves 2,270 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 8,477 water accounts.

Budget Changes

- The increase from FY 17 Original to Adjusted is due to personnel allocation changes and reclassifications.
- Freedom Sewer increases due to the one-time purchase of a grinder at Lake Forest Pump Station and an increase in the MES contract.
- Freedom Water increases due to water purchases from the City of Baltimore and efforts to bring Raincliffe Wells back online.
- Other Water and Sewer increases due to one-time operating expenses.

Bureau of Utilities Administration

Description	Actual FY 16	Original Budget FY 17	Adjusted Budget FY 17	Budget FY 18	% Change From Orig. FY 17	% Change From Adj. FY 17
Personnel	\$396,681	\$414,280	\$409,500	\$427,150	3.11%	4.31%
Benefits	204,749	240,610	244,930	240,130	-0.20%	-1.96%
Operating	517,992	1,058,300	1,058,300	1,027,830	-2.88%	-2.88%
Capital	214,877	121,000	121,000	130,500	7.85%	7.85%
Total	\$1,334,299	\$1,834,190	\$1,833,730	\$1,825,610	-0.47%	-0.44%
Employees FTE	7.83	7.88	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:

2013	2014	2015	2016
10,716	10,802	10,815	10,882

Budget Changes

- The decrease from FY 17 Original to Adjusted is due to employee turnover.
- A 3% salary increase is included in FY 18.
- Benefits decrease due to employee turnover.
- Capital increases due to three replacement vehicles.

Board of Education Facilities

Description	Actual FY 16	Original Budget FY 17	Adjusted Budget FY 17	Budget FY 18	% Change From Orig. FY 17	% Change From Adj. FY 17
Personnel	\$61,990	\$63,270	\$64,830	\$66,400	4.95%	2.42%
Benefits	40,373	38,020	39,260	46,400	22.04%	18.19%
Operating	88,309	71,960	71,960	74,310	3.27%	3.27%
Capital	14,842	31,500	31,500	25,000	-20.63%	-20.63%
Total	\$205,514	\$204,750	\$207,550	\$212,110	3.59%	2.20%
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

- The increase from FY 17 Original to Adjusted is due to salary adjustments.
- A 3% salary increase is included in FY 18.
- Operating increases due to the purchase of UV tubes, safety equipment, and rebuilding a pump.
- Capital decreases due to the one-time cost of painting tanks at the South Carroll Wastewater Treatment Plant in FY 17.

Freedom Sewer

Description	Actual FY 16	Original Budget FY 17	Adjusted Budget FY 17	Budget FY 18	% Change From Orig. FY 17	% Change From Adj. FY 17
Personnel	\$290,905	\$315,070	\$341,671	\$340,900	8.20%	-0.23%
Benefits	210,281	219,060	220,860	224,185	2.34%	1.51%
Operating	1,651,655	1,975,230	1,975,230	1,972,660	-0.13%	-0.13%
Capital	937,548	6,385	6,385	39,400	517.07%	517.07%
Total	\$3,090,388	\$2,515,745	\$2,544,146	\$2,577,145	2.44%	1.30%
Employees FTE	7.33	7.33	7.33	7.50	-----	-----

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 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 6,855 sewer accounts.

The wastewater treatment plant can process 3.5 million gallons per day. The County generates 78% of the flows and the State generates 22%. Maryland Environment Services (MES) owns and operates the plant.

Budget Changes

- The increase from FY 17 Original to Adjusted is due to salary adjustments.
- Personnel decreases due to personnel allocation changes.
- Operating decreases due to a decrease in emergency services and building maintenance and repair.
- Capital increases due to a one-time grinder replacement.

Freedom Water

Description	Actual FY 16	Original Budget FY 17	Adjusted Budget FY 17	Budget FY 18	% Change From Orig. FY 17	% Change From Adj. FY 17
Personnel	\$651,429	\$654,680	\$644,530	\$674,597	3.04%	4.66%
Benefits	319,290	329,850	347,870	363,662	10.25%	4.54%
Operating	1,873,008	1,770,565	1,770,565	1,721,155	-2.79%	-2.79%
Capital	999,032	164,940	164,940	245,800	49.02%	49.02%
Total	\$3,842,760	\$2,920,035	\$2,927,905	\$3,005,214	2.92%	2.64%
Employees FTE	13.34	13.34	14.34	14.65	-----	-----

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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- Operating decreases due to one-time costs in FY 17 associated with repairs and replacements, partially offset by an increase in water purchases from the City of Baltimore.
- Capital increases due to repairs to Raincliffe Wells to increase redundancy within the system.

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 8,477 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

- Personnel decreases from FY 17 Original to Adjusted due to employee turnover.
- Personnel increases due to a 3.0% salary increase, salary adjustments, and personnel allocation changes.
- Benefits increase due to employee turnover and changes in personnel allocation.

Hampstead Sewer

Description	Actual FY 16	Original Budget FY 17	Adjusted Budget FY 17	Budget FY 18	% Change From Orig. FY 17	% Change From Adj. FY 17
Personnel	\$191,105	\$201,580	\$191,820	\$199,810	-0.88%	4.17%
Benefits	134,706	138,475	141,350	145,640	5.17%	3.04%
Operating	423,201	521,905	521,905	506,055	-3.04%	-3.04%
Capital	312,896	37,300	37,300	42,200	13.14%	13.14%
Total	\$1,061,908	\$899,260	\$892,375	\$893,705	-0.62%	0.15%
Employees FTE	4.33	4.33	4.33	4.15	-----	-----

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Mission

To maintain and operate the Hampstead sewer system at peak performance with no interruptions in service while protecting the environment.

Description

The Hampstead sewer system services approximately 2,270 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 decrease from FY 17 Original to Adopted is due to personnel allocation changes and employee turnover.
- Operating decreases due to a reduction in emergency services, maintenance, and repairs.
- Capital increases due to replacement pumps and small machinery.

Other Water/Sewer

Description	Actual FY 16	Original Budget FY 17	Adjusted Budget FY 17	Budget FY 18	% Change From Orig. FY 17	% Change From Adj. FY 17
Personnel	\$30,532	\$32,210	\$32,978	\$33,750	4.78%	2.34%
Benefits	19,285	20,185	20,785	23,743	17.63%	14.23%
Operating	60,496	51,010	51,010	57,020	11.78%	11.78%
Capital	84,632	0	0	7,500	100.00%	100.00%
Total	\$194,946	\$103,405	\$104,773	\$122,013	18.00%	16.45%
Employees FTE	0.66	0.66	0.66	0.66	-----	-----

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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 18.
- Benefits increase due to OPEB allocations.
- Operating increases due to building repairs and flow recorder calibration.
- Capital increases due to the one-time purchase of water hydrants and grates.

COMMUNITY INVESTMENT PLAN FOR FISCAL YEARS 2018 TO 2023

	2018	2019	2020	2021	2022	2023	Prior Allocation	Balance to Complete	Total Project Cost
UTILITIES ENTERPRISE:									
Freedom District Relief Sewer No.10 (Sykesville Interceptor)	\$2,055,000	\$0	\$0	\$0	\$0	\$0	\$930,800	\$0	\$2,985,800
Freedom Sewer Rehabilitation	572,885	80,115	163,000	176,000	190,000	204,000	0	0	1,386,000
Freedom WTP Membrane Replacement	163,000	163,000	163,000	163,000	163,000	163,000	0	0	978,000
Freedom Wells and Connections	217,000	820,000	96,000	345,000	228,000	811,000	0	2,545,000	5,062,000
Gravity Sewer Main - Houcksville Rd to Treatment Plant	250,000	0	0	0	0	0	1,980,400	0	2,230,400
Hampstead Sewer Rehabilitation	572,885	5,115	332,000	270,000	283,000	297,000	0	0	1,760,000
Hampstead WWTP Effluent Line	1,968,000	0	0	0	0	0	0	0	1,968,000
Hydrant Replacements	124,000	71,000	17,000	17,000	18,000	19,000	0	0	266,000
North Pump Station Replacement	1,430,000	0	0	0	0	0	830,000	0	2,260,000
Patapsco Valley Pump Station Upgrade	0	0	0	0	0	115,000	0	651,000	766,000
Pleasant Valley WWTP Rehabilitation	0	0	0	0	351,000	0	0	0	351,000
Runnymede SBR Rehabilitation	0	0	0	0	0	297,000	0	0	297,000
Sewer Manhole Rehabilitation	200,000	210,000	221,000	232,000	243,000	255,000	0	0	1,361,000
Sewer Pipe Repair and Replacement	572,884	0	300,115	325,000	346,000	369,000	0	0	1,912,999
South Carroll High WWTP Rehabilitation	0	0	0	0	66,000	380,000	0	0	446,000
Specifications and Design Manual Update	82,500	0	0	0	0	0	0	0	82,500
Standby Generator Replacement	123,200	31,900	146,300	143,000	36,300	0	0	0	480,700
Sykesville Pump Station Replacement	0	0	0	0	0	70,000	0	0	70,000
Tank Painting, Repair and Rehabilitation	265,000	1,150,000	13,000	638,000	14,000	1,225,000	0	0	3,305,000
Town of Sykesville Streetscape Water and Sewer Upgrades	0	0	5,145,000	0	0	0	550,000	0	5,695,000
Town of Sykesville Water and Sewer Upgrades	0	0	0	0	240,000	1,600,000	0	8,855,733	10,695,733
Water Main Loops	352,000	370,000	389,000	300,000	1,282,000	250,000	0	0	2,943,000
Water Main Valve Replacements	306,900	322,300	338,800	353,800	372,900	401,500	0	0	2,096,200
Water Meters	621,500	652,300	685,300	719,400	754,600	792,000	0	0	4,225,100
Water Service Line Replacement	280,000	268,000	319,000	335,000	352,000	376,000	0	0	1,930,000
Water/Sewer Studies	203,000	182,000	0	0	0	0	765,000	0	1,150,000
Waters Edge Pump Station Rehabilitation	260,000	0	0	0	0	0	0	0	260,000
Winfield Pump Station Upgrade	0	0	0	0	181,500	0	0	0	181,500
UTILITIES ENTERPRISE TOTAL	\$10,619,754	\$4,325,731	\$8,328,515	\$4,017,200	\$5,121,300	\$7,624,500	\$5,056,200	\$12,051,733	\$57,144,933
SOURCES OF FUNDING:									
Transfer from General Fund	\$0	\$0	\$114,114	\$0	\$247,500	\$677,000	\$0	\$0	\$1,038,614
Reallocated Utilities User Fees	1,718,654	0	0	0	0	0	0	0	1,718,654
Utilities User Fees	4,661,100	3,505,731	3,213,401	3,672,200	4,405,800	4,407,680	4,125,400	318,040	27,519,352
Maintenance Fee	332,910	0	4,905,000	0	240,000	1,600,000	151,072	8,855,733	11,969,715
Area Connection Charges	1,939,090	820,000	96,000	345,000	228,000	939,820	779,728	2,877,960	12,930,598
Reallocated Area Connection Charges	1,968,000	0	0	0	0	0	0	0	1,968,000
UTILITIES ENTERPRISE TOTAL	\$10,619,754	\$4,325,731	\$8,328,515	\$4,017,200	\$5,121,300	\$7,624,500	\$5,056,200	\$12,051,733	\$57,144,933

**COMMUNITY INVESTMENT PLAN - Schedule of Reappropriations
Fiscal Year 2018**

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 a future use.

Enterprise Funds

	Project		Amount/Source		
	From	To	Current	Bonds	Other
6426 West Hampstead Sewer Upgrade		6444 Freedom Sewer Rehabilitation	\$455,950.40		
6426 West Hampstead Sewer Upgrade		6446 Hampstead Sewer Rehabilitation	455,950.40		
6426 West Hampstead Sewer Upgrade		6448 Sewer Pipe Repair and Replacement	455,950.40		
6421 Sewer Main Rehabilitation		6444 Freedom Sewer Rehabilitation	116,934.23		
6421 Sewer Main Rehabilitation		6446 Hampstead Sewer Rehabilitation	116,934.23		
6421 Sewer Main Rehabilitation		6448 Sewer Pipe Repair and Replacement	116,934.23		
6430 Hampstead WWTP ENR Upgrade		6447 Hampstead WWTP Effluent Line	1,968,000.00		
		Total	\$3,686,653.89	\$0.00	\$0.00