

Utilities Enterprise Fund Operating Summary

		Original	Adjusted		% Change	% Change
	Actual	Budget	Budget	Budget	From	From
Sources of Funding	FY 18	FY 19	FY 19	FY 20	Orig. FY 19	Adj. FY 19
MES Reimbursement	\$16,452	\$15,000	\$15,000	\$18,000	20.00%	20.00%
Water Usage	4,677,793	5,005,780	4,602,463	4,974,922	-0.62%	8.09%
Sewer Usage	5,785,610	6,063,300	5,831,873	6,108,673	0.75%	4.75%
Lateral/Meter Service	0	6,500	6,500	0	-100.00%	-100.00%
Interest Income	70,547	50,000	50,000	115,000	130.00%	130.00%
Rents	201,914	209,000	209,000	213,000	1.91%	1.91%
Miscellaneous	166,218	88,000	88,000	106,570	21.10%	21.10%
Transfer from General Fund	212,110	369,820	369,820	521,230	40.94%	40.94%
Total Sources of Funding	\$11,130,644	\$11,807,400	\$11,172,656	\$12,057,395	2.12%	7.92%

		Original	Adjusted		% Change	% Change
	Actual	Budget	Budget	Budget	From	From
Uses of Funding	FY 18	FY 19	FY 19	FY 20	Orig. FY 19	Adj. FY 19
BOU Administration	\$1,660,350	\$1,723,800	\$1,601,010	\$1,833,330	6.35%	14.51%
Board of Education Facilities	194,398	207,820	209,830	330,230	58.90%	57.38%
Freedom Sewer	3,039,928	2,783,690	2,682,170	2,785,410	0.06%	3.85%
Freedom Water	3,731,322	3,337,410	3,117,040	3,549,930	6.37%	13.89%
Hampstead Sewer	1,022,424	942,500	942,470	981,690	4.16%	4.16%
Other Water and Sewer	196,151	124,900	125,890	155,130	24.20%	23.23%
Capital - Repair, Replace, Rehabilitate	1,286,072	2,687,280	2,494,246	2,421,675	-9.88%	-2.91%
Total Uses of Funding	\$11,130,644	\$11,807,400	\$11,172,656	\$12,057,395	2.12%	7.92%

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 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
BOU Administration	\$1,660,350	\$1,723,800	\$1,601,010	\$1,833,330	6.35%	14.51%
Board of Education Facilities	194,398	207,820	209,830	330,230	58.90%	57.38%
Freedom Sewer	3,039,928	2,783,690	2,682,170	2,785,410	0.06%	3.85%
Freedom Water	3,731,322	3,337,410	3,117,040	3,549,930	6.37%	13.89%
Hampstead Sewer	1,022,424	942,500	942,470	981,690	4.16%	4.16%
Other Water and Sewer	196,151	124,900	125,890	155,130	24.20%	23.23%
Total Utilities Operations	\$9,844,572	\$9,120,120	\$8,678,410	\$9,635,720	5.65%	11.03%

Mission and Goals

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

Goals include:

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

Highlights, Changes, and Useful Information

- There are 5 County-operated wastewater treatment systems. The Freedom Sewer System serves 6,924 sewer accounts, and includes 126 miles of collection lines and 14 pumping stations. The County also contributes 88% of the operating costs for the State of Maryland owned and operated Freedom Wastewater Treatment Plant. The Hampstead Sewer System serves 2,284 accounts and includes the Hampstead Wastewater Treatment Plant (HWWTP), 35 miles of collection lines and 7 pumping stations. The HWWTP is undergoing an extensive upgrade that is necessary to meet current environmental discharge requirements. The upgrade will be completed in 2021. Other systems include the South Carroll Wastewater Treatment Plant, the Runnymede Wastewater Treatment Plant and the Pleasant Valley Community Sewer System.
- There are 3 water treatment and distribution systems operated by the County. The Freedom Water System serves 8,560 accounts and includes the Freedom Water Treatment Plant (FWTP), 8 groundwater sources and treatment facilities, 140 miles of distribution lines, 4 water storage tanks and 1 booster pump station. The FWTP processes water drawn from the Liberty Reservoir and the groundwater sources provide supplemental water to the system. The Bark Hill Community Water System is a groundwater system that serves 62 accounts and includes a treatment facility and a water storage tank. The Pleasant Valley Community Water System is groundwater system that serves 53 accounts, and includes a treatment facility and a water storage tank.

Budget Changes

- The decrease from FY 19 Original to Adjusted is due to delayed capital projects as a result of a Commissioner decision not to raise rates in FY 19.
- BOU Administration increases due to replacement vehicles and technology improvement.
- Freedom Sewer increases due to the County's contract with Maryland Environmental Services (MES).
- Freedom Water increases due to a higher cost per gallon of water from the City of Baltimore and capital projects moved from FY 19 to FY 20.

Bureau of Utilities Administration

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$411,275	\$436,900	\$446,110	\$461,210	5.56%	3.38%
Benefits	257,717	274,710	274,710	314,490	14.48%	14.48%
Operating	666,954	877,290	877,290	918,630	4.71%	4.71%
Capital	324,404	134,900	2,900	139,000	3.04%	4693.10%
Total	\$1,660,350	\$1,723,800	\$1,601,010	\$1,833,330	6.35%	14.51%
Employees FTE	7.60	7.60	7.69	7.69	-----	-----

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 and wastewater treatment plants, sewer pumping stations, distribution lines and collection systems, functioning at peak performance without interruption in service.

Goals include:

- 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:

- Fourteen 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
- A booster station and 140 miles of water distribution lines
- Six water storage tanks
- Four groundwater facilities
- Four water treatment facilities

Total of number of households served:

2015	2016	2017	2018
10,815	10,882	10,915	10,987

Budget Changes

- The increase from FY 19 Original to Adjusted is due to personnel allocations.
- A 3% salary increase is included in FY 20.
- Operating increases due to asset management system upgrades.
- Capital increases due to one-time purchases moved from FY 19 to FY 20.

Board of Education Facilities

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$61,584	\$68,020	\$70,030	\$73,760	8.44%	5.33%
Benefits	42,640	49,890	49,890	52,900	6.03%	6.03%
Operating	62,380	78,910	78,910	89,670	13.64%	13.64%
Capital	27,795	11,000	11,000	113,900	935.45%	935.45%
Total	\$194,398	\$207,820	\$209,830	\$330,230	58.90%	57.38%
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:

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

Budget Changes

- The increase from FY 19 Original to Adjusted is due to salary adjustments.
- Personnel increases due to a 3% salary adjustment and additional overtime costs.
- Operating increases due to vendor services for sludge removal and testing.
- Capital increases due to one-time replacement of pump purchases in FY 20.

Freedom Sewer

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$322,796	\$369,120	\$333,600	\$344,000	-6.81%	3.12%
Benefits	197,997	244,200	244,200	244,400	0.08%	0.08%
Operating	1,710,676	2,100,170	2,085,170	2,174,050	3.52%	4.26%
Capital	808,459	70,200	19,200	22,960	-67.29%	19.58%
Total	\$3,039,928	\$2,783,690	\$2,682,170	\$2,785,410	0.06%	3.85%
Employees FTE	7.50	7.50	7.50	7.50	-----	-----

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Pumping stations are needed to pressurize and to lift the wastewater flow in areas where the force of gravity is incapable of moving sewage through the collection system.

Mission

To maintain and operate the Freedom Sewer System at peak performance levels without interruption in service, while protecting and minimizing impact on the environment.

Budget Changes

- The decrease from FY 19 Original to Adjusted is due to employee turnover, and delayed capital projects due to a Commissioner decision not to raise rates in FY 19.
- A 3% salary increase is included in FY 20.
- Operating increases due to a contract increase with MES and vendor services.

Description

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

- Freedom Wastewater Treatment Plant (FWWTP)
- 126 miles of collections lines
- 14 pumping stations

The Freedom Sewer system serves approximately 6,900 sewer accounts.

The FWWTP is capable of processing 3.5 million gallons of raw sewage per day. The County's service area generates 88% of the current flow to the plant, while State of Maryland owned property generates the remaining 12%. The FWWTP is owned by the State and is operated by the Maryland Environmental Service (MES).

The fourteen pumping stations include:

- Piney Run
- Sykesville
- Carroll Highlands
- Lake Forest
- Snowdens Run
- Pine Hill
- Water's Edge
- Edgewood
- Patapsco Valley Overlook
- Stone Manor
- Woodsyde
- Raincliffe
- South Carroll Senior Center
- Schoolhouse Road (under construction)

Freedom Water

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$652,379	\$692,070	\$700,200	\$718,610	3.83%	2.63%
Benefits	378,505	431,260	431,260	466,870	8.26%	8.26%
Operating	1,598,193	2,013,180	1,957,680	2,147,850	6.69%	9.71%
Capital	1,102,244	200,900	27,900	216,600	7.81%	676.34%
Total	\$3,731,322	\$3,337,410	\$3,117,040	\$3,549,930	6.37%	13.89%
Employees FTE	14.50	14.65	14.65	14.65	-----	-----

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Mission

To provide the customers of the Freedom District with a potable water supply that meets or exceeds State standards without interruption in service.

Description

The Freedom Water System includes:

- Freedom Water Treatment Plant
- 139 miles of distribution lines
- Two ground wells
- Four water storage tanks
- One booster station

The Freedom Water System serves approximately 8,500 accounts.

The 4.0M gallons per day capacity Freedom Water Treatment Plant (FWTP) was completed in 2009. FWTP processes water purchased from Baltimore City and drawn from the Liberty Reservoir.

The four water storage tanks are located at:

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

The total capacity of the water storage tanks is approximately 3.0M gallons. The storage tanks are utilized to ensure adequate water supply and pressure during times of heavy usage and for fire suppression availability.

The booster station, located on Martz Road, is utilized to distribute water supply in the low pressure area of the water system.

Budget Changes

- The decrease from FY 19 Original to Adjusted is due to delayed capital projects due to a Commissioner decision not to raise rates in FY 19, partially offset by salary adjustments.
- A 3% salary increase is included in FY 20.
- Operating increases due to higher cost per gallon of water from the City of Baltimore and outside testing costs.
- Capital increases due to one-time site improvements and replacement equipment purchases in FY 20.

Hampstead Sewer

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$162,623	\$206,000	\$205,970	\$211,360	2.60%	2.62%
Benefits	113,148	151,160	151,160	144,660	-4.30%	-4.30%
Operating	435,508	548,640	548,640	568,720	3.66%	3.66%
Capital	311,146	36,700	36,700	56,950	55.18%	55.18%
Total	\$1,022,424	\$942,500	\$942,470	\$981,690	4.16%	4.16%
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 interruption in service, while protecting the environment.

Description

The Hampstead Sewer system services approximately 2,300 sewer accounts and consists of:

- Hampstead Waste Water Treatment Plant (HWWTP)
- 35 miles of collection lines
- Seven pumping stations
- A wastewater treatment plant

The HWWTP is currently capable of processing 0.9M gallons of raw sewage per day. HWWTP is undergoing an upgrade project that will be completed in 2021. This upgrade will ensure that all State-mandated discharge requirements will be met.

The seven pumping stations include:

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

Pumping stations are needed to pressurize and to lift the wastewater flow in areas where the force of gravity is incapable of moving sewage through the collection system.

Budget Changes

- A 3% salary increase is included in FY 20.
- Operating increases due to an increase in tree trimming and chemical costs.
- Capital increases due to one-time equipment purchases in FY 20.

Other Water/Sewer

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$30,332	\$34,550	\$35,540	\$36,390	5.33%	2.39%
Benefits	21,794	24,730	24,730	26,190	5.90%	5.90%
Operating	66,727	63,120	63,120	76,100	20.56%	20.56%
Capital	77,297	2,500	2,500	16,450	558.00%	558.00%
Total	\$196,151	\$124,900	\$125,890	\$155,130	24.20%	23.23%
Employees FTE	0.66	0.66	0.66	0.66	-----	-----

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Mission

To maintain and operate the small water treatment/distribution systems, and the small wastewater collection/treatment system in a manner that ensures peak performance, limited interruptions, and protection of the environment, while meeting or exceeding State requirements.

Description

The funds in this budget support the following systems:

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

Bark Hill Water System serves 62 accounts using 2 wells, a treatment plant, a 100,000 gallon water tank, and distribution lines.

Pleasant Valley Water and Sewer Systems serve 53 accounts. The water system includes a well, a treatment plant, a 50,000 gallon water storage tank, and distribution lines. The sewer system consists of a collection system and a treatment plant.

Budget Changes

- The increase from FY 19 Original to Adjusted is due to salary adjustments.
- A 3% salary increase is included in FY 20.
- Operating increases due to vendor services for chemicals and sludge removal.
- Capital increases due to one-time site improvements and the purchase of an additional appliance in FY 20.

COMMUNITY INVESTMENT PLAN FOR FISCAL YEARS 2020 TO 2025

	2020	2021	2022	2023	2024	2025	Prior Allocation	Balance To Complete	Total Project Cost
UTILITIES ENTERPRISE FUND									
Billing Software	\$0	\$0	\$0	\$28,000	\$0	\$0	\$0	\$0	\$28,000
County Water Line Rehabilitation/Replacement	726,000	759,000	798,000	837,000	879,000	923,000	0	0	4,922,000
Fairhaven Well House Rehabilitation	0	125,000	0	0	0	0	0	0	125,000
Freedom Sewer Rehabilitation	175,000	181,000	190,000	204,000	210,000	215,000	0	0	1,175,000
Freedom Wells and Connections	97,000	367,000	250,000	836,000	0	0	982,000	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	55,000	264,000	280,000	290,000	310,000	330,000	0	0	1,529,000
Hydrant Replacements	99,000	0	0	0	0	0	284,000	0	383,000
North Pump Station Upgrade	180,000	0	0	0	0	0	2,260,000	0	2,440,000
Patapsco Valley Pump Station Upgrade	0	0	0	0	305,000	2,210,000	0	0	2,515,000
Pleasant Valley WWTP Rehabilitation	0	0	0	0	387,000	0	0	0	387,000
Runnymede Wastewater Treatment Facility Rehabilitation	28,000	0	44,000	297,000	0	0	0	0	369,000
Sewer Grinder Installation/Rehabilitation	60,500	60,500	0	0	0	0	60,500	0	181,500
Sewer Line Repair, Replacement, and New Installations	110,000	116,000	121,000	128,000	134,000	141,000	0	0	750,000
Sewer Manhole Rehabilitation	80,000	83,000	87,000	91,000	96,000	99,000	0	0	536,000
Shiloh Pump Station Expansion	0	0	0	220,000	1,455,000	0	0	0	1,675,000
South Carroll Wastewater Treatment Facility Rehabilitation	163,000	385,000	0	0	0	0	0	0	548,000
Standby Generator Replacement	147,000	144,000	37,000	66,000	66,000	66,000	0	0	526,000
Sykesville Pump Station Expansion	0	0	0	290,000	2,106,000	0	0	0	2,396,000
Tank Rehabilitations and Replacements	640,000	640,000	640,000	640,000	640,000	0	0	0	3,200,000
Town of Sykesville Streetscape Water and Sewer Upgrades	715,000	737,000	0	0	0	0	1,250,000	0	2,702,000
Town of Sykesville Water and Sewer Upgrades	0	1,065,000	1,090,000	1,122,000	0	0	0	0	3,277,000
Water Main Loops	440,000	440,000	440,000	440,000	440,000	0	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	632,500	649,000	671,000	687,500	709,500	731,000	0	0	4,080,500
Water Service Line Replacement	281,800	295,900	310,800	326,700	342,600	352,000	0	0	1,909,800
Water/Sewer Studies	280,500	0	0	0	0	0	1,292,500	0	1,573,000
Winfield Pump Station Rehabilitation	0	0	181,500	0	0	0	0	0	181,500
UTILITIES ENTERPRISE FUND TOTAL	\$5,441,300	\$6,842,400	\$5,671,300	\$7,034,200	\$8,611,100	\$5,598,000	\$6,481,000	\$0	\$45,679,300
SOURCES OF FUNDING:									
Transfer from General Fund	\$191,000	\$385,000	\$225,500	\$297,000	\$0	\$0	\$550,000	\$0	\$1,648,500
Utilities Maintenance Fee	1,987,500	3,091,000	2,401,000	2,449,500	1,349,500	731,000	352,000	0	12,361,500
Utilities Sewer User Fees	840,493	848,500	715,000	1,270,000	4,850,500	1,890,000	1,645,229	0	12,059,722
Reallocated Utilities Sewer User Fees	17,257	0	0	0	0	0	95,271	0	112,528
Utilities Water User Fees	2,315,050	2,517,900	2,329,800	3,017,700	2,258,600	1,872,000	2,708,500	0	17,019,550
Area Connection Charges	90,000	0	0	0	152,500	1,105,000	1,130,000	0	2,477,500
UTILITIES ENTERPRISE FUND TOTAL	\$5,441,300	\$6,842,400	\$5,671,300	\$7,034,200	\$8,611,100	\$5,598,000	\$6,481,000	\$0	\$45,679,300

Community Investment Plan - Schedule of Reappropriations
Fiscal Year 2020

Reappropriations are a transfer of funds. They 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		Source/Amount		
From	To	Current	Bonds	Other
6423 North Carroll Farms Pump Station Rehabilitation	6453 Sewer Grinder Installation/Rehabilitation	\$17,257.01		
	Total	\$17,257.01	\$0.00	\$0.00